

City of Ramsey
Agenda
Regular City Council
Tuesday, January 23, 2018
7:00 pm
Council Chambers, 7550 Sunwood Drive NW

1. **Call to Order**
2. **Presentation**
 1. 2018 State of the City
 - Introduction of Recruit Firefighters
 - *Heart Safe* Award
 - Resilient Communities Partnership Update
 - State of the City Mayor's Address
3. **Citizen Input**
4. **Consent Agenda**
 1. Approve the Following Meeting Minutes:
 1. City Council Work Session dated 1/09/2018
 2. City Council Regular dated 1/09/2018
 2. Adopt Resolution # 18-021 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of January 4, 2018 through January 17, 2018
 3. Adopt Resolution #18-020 Authorizing Final Payment to Sauter and Sons for Demolition of Former Sunfish Lake Gas Station
 4. Adopt Resolution #18-025 Approving Partial Payment to Douglas-Kerr Underground, LLC for IP 17-10 Puma Street Utility Improvements
 5. Adopt Resolution #18-026 Approving Partial Payment to North Valley, Inc. for IP 14-27 Mississippi River Trail Phase II
 6. Adopt Resolution #18-017 Directing Staff to Submit the 2018 Pay Equity Report
 7. Adopt Resolution #18-030 to Accept the City Administrator's Annual Performance Evaluation and Professional Development Plan
 8. Adopt Resolution 18-031 to Hire a Part-time Engineering Administrative Assistant
5. **Approve Agenda**

6. Public Hearing

7. Council Business

1. Adopt Resolution #18-027 Approving Plans and Specifications and Authorizing Advertisements for Bids for 2018 Crackseal and Sealcoat Improvements, Improvement Project #18-04
2. Introduce Ordinance #18-06 Vacating Drainage and Utility Easements and Trail Easement within Outlot A Brookfield Second Addition; Case of Brookfield Land, LLC
3. Affinity Apartment Project: Public Infrastructure Memorandum of Understanding
4. Adopt Resolution #18-029 Approving Participation in Metropolitan Council Water Efficiency Potential Project

8. Mayor/Council/Staff Input

9. Adjournment

Meeting Date: 01/23/2018

Information

Title:

2018 State of the City

- Introduction of Recruit Firefighters
- *Heart Safe* Award
- Resilient Communities Partnership Update
- State of the City Mayor's Address

Purpose/Background:

Introduction of Recruit Firefighters

Chief Kohner will be introducing the Recruit Firefighters who have successfully completed the required one-year probationary period and necessary training to be retained as regular, paid on call Firefighters.

***Heart Safe* Award**

A little over a week ago, a life was saved at a business in Ramsey thanks to an Automated External Defibrillator (AED) and bystander CPR. The City of Ramsey would like to recognize and thank the persons involved in the life saving, the *Heart Safe* program, and The Ramsey Lions for Donation of the AED.

Resilient Communities Partnership Update

Community Development Director Tim Gladhill will provide a mid-academic year update on RCP. In 2017, the City was selected as this year's Community Partner for the University of Minnesota's Resilient Communities Project (RCP). RCP matches community projects with resources at the University of Minnesota to complete a wide variety of topics. The partnership is helping advance twenty-two (22) existing policy projects that have been identified in the City's Strategic Plan and Comprehensive Plan. These projects include, but are not limited to Community Identity and Engagement, Land Use and Transportation, Environmental Stewardship, Housing and Economic Development, and Administration. Earlier this evening, the City hosted a mid-academic year Open House. These materials will soon be uploaded to www.cityoframsey.com/rcp. The Fall Semester focused on setting the stage with data collection and policy analysis. The Spring Semester will have a heavier focus on execution. The partnership supplements City resources to accomplish these projects and is seen as an innovative and cost-effective approach to getting these projects off the ground.

State of the City Mayor's Address

Annually, the Mayor provides a 'State of the City' presentation to Ramsey residents, property owners and businesses during a regular City Council meeting. The purpose of this presentation is to provide a recap of City operations, updates and news from the past year, as well as a look ahead at what is to come in the new year.

Attachments

No file(s) attached.

Form Review

Inbox	Reviewed By	Date
Jeff Katers	Jeff Katers	01/17/2018 02:01 PM
Tim Gladhill	Tim Gladhill	01/17/2018 02:35 PM
Jeff Katers	Jeff Katers	01/17/2018 02:58 PM

Tim Gladhill
Nichole Wenberg (Originator)
Kurt Ulrich
Form Started By: Nichole Wenberg
Final Approval Date: 01/18/2018

Tim Gladhill
Nichole Wenberg
Kurt Ulrich

01/18/2018 07:32 AM
01/18/2018 08:38 AM
01/18/2018 01:37 PM
Started On: 01/16/2018 04:38 PM

CC Regular Session

4. 1.

Meeting Date: 01/23/2018

By: Jo Thieling, Administrative Services

Information

Title

Approve the Following Meeting Minutes:

1. City Council Work Session dated 1/09/2018
2. City Council Regular dated 1/09/2018

Purpose/Background:

Purpose: The purpose of this case is for Council review and approval of meeting minutes.

Background: Attached are the meeting minutes referenced above.

Action:

Motion to approve the following Council meeting minutes:

1. City Council Work Session dated 1/09/2018
 2. City Council Regular dated 1/09/2018
-

Attachments

CCWS Mts

CC Mts

Form Review

Form Started By: Jo Thieling
Final Approval Date: 01/18/2018

Started On: 01/18/2018 01:44 PM

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

The Ramsey City Council conducted a City Council Work Session on Tuesday, January 9, 2018, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present: Mayor Sarah Strommen
Councilmember Jill Johns
Councilmember Mark Kuzma
Councilmember John LeTourneau
Councilmember Chris Riley
Councilmember Melody Shryock (arrived at 5:37 p.m.)

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

1. CALL TO ORDER

Mayor Strommen called the City Council Work Session to order at 5:30 p.m.

2. TOPICS FOR DISCUSSION

2.01: Discuss Council Organization

City Administrator Ulrich reviewed the staff report.

Mayor Strommen noted that this item will move forward to the consent agenda at tonight's regular meeting and therefore any desired changes should be discussed.

Councilmember Riley stated that the Union has been the official newspaper of the City and is no longer available for free online. He stated that therefore the newspaper of the City is no longer available for free to Ramsey residents. He noted that he did call to complain, as a Ramsey resident, but is unsure that there is another alternative.

Mayor Strommen asked if the legal notices of the City are still available outside of subscription. She stated that she is also not satisfied with that change.

City Administrator Ulrich stated that he could write a formal letter from the City on the issue.

Councilmember LeTourneau stated that perhaps verbiage be included in the letter to address the comment from the Mayor regarding the access to legal notices.

The consensus of the Council was to move the appointments forward as recommended.

2.02: Rum River Hills Development Proposal

Asst. City Administrator/Economic Development Manager Brama reviewed the staff report.

Councilmember Shryock arrived at 5:37 p.m.

Tom Gamec, Rum River Hills, stated that the residents near the 167th node are appreciative of what the golf course is attempting to do. He stated that the golf course renovations would occur first with the housing project to follow. He stated that Tom Anderson is working with the bank regarding financing as well as the details for the development of housing. He stated that the housing products would vary from multiple family housing to single-family housing. He noted that over the years the business has left the 167th node and the residents in that area are happy with the possibilities that this additional housing could bring to the retail node.

Councilmember Kuzma noted that in the past a contention was the sewer line, which has been resolved. He noted that the underpass is also a hot topic and asked why the City should pay the entire cost of that item.

Mr. Gamec replied that the underpass would be used not just for golf traffic, but for pedestrians to cross the roadway as well.

Councilmember Kuzma stated that he believes that is a cost that should be considered by the developers as he is not sure that he could agree to the City funding that element 100 percent.

Councilmember Riley noted that the EDA recognized that exact point and would want to see the cost shared. He noted that a cost share analysis was also recommended to see the ratio of benefit that would be provided to all residents in that area outside of just the golf course.

Councilmember LeTourneau stated that he is thrilled to see the changes the plan has made over the years and the opportunity that could bring. He stated that he would also want to see the cost benefit analysis to determine if the City could contribute towards a cost-share or subsidy. He stated that he would also want to see the benefit that would be provided to the golf course to determine if incentives would be appropriate. He stated that he would be in favor of completing the cost benefit analysis to move forward.

Mr. Gamec replied that the cost for the underpass is estimated at \$600,000 and it would be difficult to move forward on that element without contribution from the City.

Councilmember LeTourneau stated that it would be hard to make that decision without seeing the cost benefit analysis.

Mayor Strommen agreed that the cost benefit analysis would be the next step.

Asst. City Administrator/Economic Development Manager Brama agreed that the cost benefit analysis would look beyond tax dollars earned versus spent to look at the big picture elements as well.

Councilmember Riley asked if this would be considered a business subsidy.

Asst. City Administrator/Economic Development Manager Brama stated that the City works with developers on trunk sewer lines and therefore that would not be a subsidy. He stated that the underpass cost-share may not be a subsidy because park funds were used for Elm Crest. He stated that road costs are also negotiated with developers and therefore these discussions may occur outside of a typical business subsidy. He stated that the developer has been made aware that the City would want to review finances in the same manner that would be done for a business subsidy, even if a traditional business subsidy is not used.

Mayor Strommen noted that the cost benefit analysis will provide more details on who will benefit from the infrastructure and therefore will determine whether a business subsidy would be appropriate.

Asst. City Administrator/Economic Development Manager Brama noted that the financials of the golf course could be reviewed at this stage in the process, rather than later, if the Council desires.

Councilmember LeTourneau commented that if the review is going to occur eventually, perhaps it would be best to do that element now. He asked if there is a current timing for the project.

Mr. Gamec replied that Mr. Anderson is working with developers. He noted that the tunnel is a main cost element that puts the project on a tipping point of interest.

Councilmember LeTourneau stated that he wanted to ensure that the golf course is aware of the length of time that would be needed to review all elements of the request in the manner discussed.

Mr. Gamec confirmed that he is aware of the time that would be needed.

Mayor Strommen noted the land use item within the staff report, noting that the traffic study is not listed in the cost estimates. She asked who would be responsible for intersection improvements, should those be necessary.

Mr. Gamec stated that the 167th node has been concerned with the traffic and possible stop light. He stated that comments have been made that it is a danger in crossing that roadway, even currently. He noted that he has spoken with the current businesses in the 167th node and some

have even mentioned that they would be willing to share in the cost because of the benefit that would be provided to them as well.

The consensus of the Council was to move forward with a cost benefit analysis and review of the financials of the golf course.

2.03: New City Website Project Update – Structural Elements

Asst. City Administrator/Economic Development Manager Brama reviewed the staff report.

Councilmember Kuzma stated that this is an improvement from the last review. He stated that he struggles with the search bar in the middle of the photograph as he feels that detracts from the first impression people get. He stated that he would rather see the logo in one top corner and the search bar in the other top corner, but noted that has been recommended against.

Information Technology Manager Fredrickson confirmed that the consultant recommended placing the search bar in the middle or top right.

Councilmember Shryock noted that she likes the option with the logo in the middle, except for the photograph being greyed out. She asked and received confirmation that the search bar will follow on each page.

Information Technology Manager Fredrickson replied that the search bar can be placed on the top menu bar on the furthest right position.

Councilmember LeTourneau asked for more detail on the recommendation to place the search bar in the middle of the photo.

Information Technology Manager Fredrickson stated that the reason for the placement of the search bar in the middle is to mimic a Google search page, which people are familiar with. He noted that the intent is to make the initial visit of someone easier as they could search for the item they are looking for easily.

Councilmember Shryock asked if options would be returned on an initial search or whether it would bring the person to that page. It was noted that options would be provided. Councilmember Shryock stated that could be confusing and therefore she would not in favor of placing the search bar in the middle.

Mayor Strommen noted that she first looks at the dropdown menus to see if the item she is looking for is listed, and if not, she then goes to the right to the search bar. She stated that she likes the search bar to be in the top right, to make it easily accessible and easy to find with the rest of the menu options.

Councilmember Johns suggested that information on the specific photo be provided in a hover over option or with text, rather than bringing you directly to a photo gallery.

Councilmember Riley asked if there is a count of what people currently view on the website and if these are the most used buttons.

Information Technology Manager Fredrickson stated that these are the buttons recommended by staff. He noted that once the site goes live, they will have analytics and can adjust the buttons if needed.

Councilmember Shryock agreed that staff would be a good resource for the likely most used features.

Councilmember Kuzma stated that there seems to be consensus to move the search bar. He stated that perhaps a tagline be added under the City of Ramsey logo.

Councilmember Riley noted that a tagline would be a whole different discussion.

City Administrator Ulrich noted that the City does not currently have a tagline and therefore it would require some careful thought. He stated that element could be added in the future.

Information Technology Manager Fredrickson stated that the logo and text for the City name would need to be shadowed in order for viewers to be able to clearly see the text, and to remain ADA compliant. He noted that it would not be a dark picture when viewing the image live.

Councilmember Shryock asked if the screen could be placed just behind the text and logo rather than the entire photo.

Councilmember Johns stated that she prefers to not have the City name and logo in the middle of the photo. She suggested a larger border on the top of the page with the City name and logo and just leave the photo without text.

Mayor Strommen suggested that staff take the comments made and determine the best options.

Asst. City Administrator/Economic Development Manager Brama summarized the consensus of the Council to move the search bar to the top right of the top menu bar and to review the options for the logo. He noted that if the logo box only could be shadowed, the Council would be comfortable with placement in the middle of the photo, but if the entire photo would have to be shadowed, the logo should be moved to the top.

City Administrator Ulrich asked if the Council is comfortable that this can continue to move forward with the consultant's timeline.

Asst. City Administrator/Economic Development Manager Brama stated that the deadline for the big picture design is the 28th. He suggested that the comments be incorporated into a mockup and then sent to the Council via email for consensus to determine if this can move forward on the timeline.

Councilmember Shryock asked if there would be extra expenses if the project moves outside of the timeline.

Information Technology Manager Fredrickson stated that there is an agreed upon timeline in the contract and therefore any delay in the timeline would cause additional costs.

Councilmember Riley stated that he cannot believe that this process has taken this long already. He stated that it is ridiculous that the City could incur additional costs and staff should avoid additional costs.

City Administrator Ulrich stated that he wanted to raise the point that the group needs to make a decision in order to move forward. He noted that the website will be much improved and will be similar to what many other cities have. He agreed that he did not want to cause any unnecessary delays. He stated that at some point staff may want the discretion to move forward and not continue to come back to the Council to make changes.

Mayor Strommen stated that this is only the second time the Council has looked at this and the last time they could not get a real sense of the mockup. She stated that there were changes that needed to be made. She stated that the Council has weighed in on appropriate items and therefore it could be up to staff to work out those details. She stated that the initial reaction that people will get from visiting the website should be a concern of the Council. She noted that once the elements the Council should provide input on are worked out, staff could then work out the remaining details with the consultant.

Councilmember Johns noted an inconsistency between the use of Ramsey and City of Ramsey on different parts of the website and suggested that one be chosen over the other.

2.04: Discussion Regarding the Annual Performance Review of the City Administrator, an Individual who is Subject to the City Council's Authority – May be Closed to the Public

Human Resources Manager Lasher reviewed the staff report.

Motion by Councilmember LeTourneau, seconded by Councilmember Kuzma, to close the regular portion of the meeting to closed session at 6:30 p.m.

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

The meeting returned to open session at 6:48 p.m.

3. TOPICS FOR FUTURE DISCUSSION

3.01: Review Future Topics/ Calendar

Noted.

4. MAYOR / COUNCIL / STAFF INPUT

None.

5. ADJOURNMENT

The Work Session of the City Council was adjourned at 6:53 p.m.

Respectfully submitted,

Kurtis G. Ulrich
City Administrator

ATTEST:

Jo Ann M. Thieling
City Clerk

Drafted by Amanda Staple
TimeSaver Off Site Secretarial, Inc.

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

The Ramsey City Council conducted a regular meeting on Tuesday, January 9, 2018, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

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

Members Absent: None

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

1. CALL TO ORDER

Mayor Strommen called the regular meeting of the Ramsey City Council to order at 7:05 p.m., followed by the Pledge of Allegiance led by Mayor Strommen.

2. PRESENTATION

None.

3. CITIZEN INPUT

None.

4. CONSENT AGENDA

Motion by Councilmember Johns, seconded by Councilmember Shryock, to approve the following items on the Consent Agenda:

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

- 4.02: Receive November 2017 Financial Reports – General Fund and Enterprise Funds
- 4.03: Note the Following Boards and Commissions Meeting Minutes:
- Planning Commission Meeting Minutes dated November 2, 2017
 - Economic Development Authority Meeting Minutes dated November 9, 2017
 - Environmental Policy Board Meeting Minutes dated November 13, 2017
- 4.04: Approve Licenses
- 4.05: Approve Rental Licenses
- 4.06: Approve Amending City Council Meeting Schedule for 2018
- 4.07: Approve the following Meeting Minutes:
- 1) City Council Work Session dated December 12, 2017
 - 2) City Council Regular dated December 12, 2017
- 4.08: Approve Request to Declare Surplus Property
- 4.09: Approve Greenway Terrace Right of Entry Agreement
- 4.10: Adopt Resolution #18-011 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of December 7, 2017 through December 28, 2017
- 4.11: Adopt Resolution #18-015 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of December 29, 2017 through January 3, 2018
- 4.12: Adopt Resolution #18-001 for 2018 Council Organization; Resolution #18-006 Designating Financial Institutions as Official Depositories of City Funds for 2018; Resolution #18-008 Designating Bank of the West as the Official Financial Institution for the City of Ramsey Banking Services for the Year of 2018; and Resolution #18-007 Authorizing Signatures for Financial Transactions
- 4.13: Adopt Resolution #18-009 Approving the City of Ramsey’s 2019 Budget Calendar
- 4.14: Adopt Resolution #18-014 Adopting 2018 Enterprise Fund Budgets
- 4.15: Adopt Resolution #18-003 Approving Partial Payment to Douglas-Kerr Underground LLC for IP 16-20 Riverdale Drive Extension from Traprock Street to Ramsey Boulevard
- 4.16: Adopt Resolution #18-002 Approving Partial Payment to Douglas-Kerr Underground, LLC for IP 17-10, Puma Street Utility Improvements
- 4.17: Adopt Resolution #18-013 Rescinding Award of Contract for Improvement Project #17-13, Potassium Street Cul-De-Sac Improvements
- 4.18: Adopt Resolution #18-019 Approving the Conveyance of a Permanent Ingress Egress Easement Across Lot 1, Block 1, COR Stone Brook Academy Plat
- 4.19: Adopt Resolution #18-018 Appointing Election Judges for the Special Primary Election on February 13, 2018

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

5. APPROVE AGENDA

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

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

6. PUBLIC HEARING

6.01: Public Hearing to Consider Adoption of Resolution #18-012 Accepting Feasibility Report and Ordering Plans and Specifications for Improvement Project #18-03, 2018 Street Overlay Improvements

Presentation

City Engineer Westby reviewed the staff report and recommendation to adopt Resolution #18-012 accepting Feasibility Report and ordering Plans and Specifications for Improvement Project #18-03, 2018 Street Overlay Improvements. He noted that this would allow these public streets to be most cost-effectively maintained. He stated that two revisions were made to the Feasibility Report, adding a parcel that was included on the map but missing from the assessment roll and to update the project schedule.

Councilmember Riley asked if it is possible that there is one half inch of blacktop on a road.

City Engineer Westby replied that it is possible as some of the roads were built in 1974. He stated that sometimes potholes develop and perhaps that depth was within a pothole or in an area where patching was previously done.

Public Hearing

Mayor Strommen called the public hearing to order at 7:21 p.m.

Citizen Input

Tom Olson, 15811 Okapi Street NW, stated that he is not in support of the project. He noted that he has lived in his home since 1990 and does not believe the road condition is poor. He stated that there was patching and crack sealing the previous year. He noted that he walks the road daily and there is not much traffic on the roadway. He stated that perhaps the overlay is an unnecessary measure and therefore action could be delayed.

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

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

The public hearing was closed at 7:23 p.m.

Council Business

Mayor Strommen referenced the resident comment and asked the rating of the roadway mentioned.

City Engineer Westby replied that the rating is a four, noting the year of construction and the one sealcoat that took place. He reviewed the preferred schedule of maintenance.

Councilmember LeTourneau asked for additional input on how a resident can appeal or the other options a resident may have that objects a project.

City Engineer Westby stated that the City Charter allows residents to petition against a Council initiated project, if they are able to gather signatures from 60 percent of the impacted properties. He stated that if that is completed, the petition could be presented to the Council/City Administrator and would cancel the project for up to a period of one year or more. He stated that the street has a rating of four and therefore pushing the overlay off for a period of several years could result in the City having to reconstruct the roadway rather than complete an overlay, which would have a much heavier cost.

Mayor Strommen stated that the City is attempting to complete necessary maintenance to protect roads from having to be reconstructed.

City Engineer Westby noted that a petition would need to be submitted within 60 days of the closing of this public hearing.

Motion by Councilmember LeTourneau, seconded by Councilmember Riley, to Adopt Resolution #18-012 Accepting Feasibility Report and Ordering Plans and Specifications for Improvement Project #18-03, 2018 Street Overlay Improvements.

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

6.02: Public Hearing to Consider Adoption of Resolution #18-010 Adopting the City of Ramsey's 2018-2027 Capital Improvement Plan (CIP)

Presentation

Finance Director Lund reviewed the staff report and recommendation to adopt the 2018-2027 Capital Improvement Plan, noting that this is a forecasting tool and not actual, committed projects and expenditures.

Councilmember Riley stated that it is daunting to look at the CIP as a whole. He noted that it is easy to focus on some of the larger amounts, which focus on infrastructure or desires/needs for the future. He explained that some of the identified needs for the future have funding that is not yet available and therefore these elements are just an outline and there is not an obligation financially. He stated that this has been discussed at length, with justification from department heads on equipment replacement. He believed that the Council and staff have done a great job with this tool for the future.

Public Hearing

Mayor Strommen called the public hearing to order at 7:36 p.m.

Citizen Input

There was none.

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

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

The public hearing was closed at 7:36 p.m.

Council Business

Motion by Councilmember Riley, seconded by Councilmember Shryock, to Adopt Resolution #18-010 Adopting the 2018-2027 Capital Improvement Plan (CIP).

Further discussion: Councilmember LeTourneau stated that he supports the comments by Councilmember Riley, noting that there is a lot of activity within the document. He stated that the Council has asked for a prioritization of the CIP, which has been coded and is available on the City website. He welcomed input from residents on the prioritization of the elements within the document. Finance Director Lund stated that the priority codes are on page 14 of the document and the codes then follow throughout the document.

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

7. COUNCIL BUSINESS

7.01: Consider Approving Plans and Specifications and Advertise for Bids: Trott Brook Boardwalk

Parks and Assistant Public Works Superintendent Riverblood reviewed the staff report and recommendation from the Park Commission and staff to approve the Plans and Specifications and proceed to advertise for bids to construct the Trott Brook Boardwalk.

Councilmember Riley asked the lifespan of a boardwalk.

Parks and Assistant Public Works Superintendent Riverblood stated that they are using wider decking and increasing the fasteners size/strength, which will help to extend the lifespan. He noted that the existing boardwalk was built in 1994/1995. He explained that maintenance activity has included replacement of boards and noted that the bridge on the existing boardwalk

is now being replaced, therefore that boardwalk had a lifespan of over 20 years. He noted that the material is treated and therefore does not decay and will not be in contact with the water because of the elevated surface.

Councilmember Shryock stated that she believes trails to be an asset to the community. She stated that it has always been told to the residents in the area that these are unbuildable areas and asked how the City is then able to build a boardwalk.

Parks and Assistant Public Works Superintendent Riverblood explained that building within and filling of wetland has different impacts than building a boardwalk, which will not have impact to the wetland. He stated that the boardwalk is 12-24 inches above the water and therefore allows for animals and water to travel underneath the boardwalk. He stated that the City has applied to the Army Corps of Engineers and anticipates a no impact reply.

Motion by Councilmember LeTourneau, seconded by Councilmember Johns, to approve the Plans and Specification and Authorize the Advertisement for Bids for the Trott Brook Boardwalk.

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

7.02: Consider Introducing Ordinance #18-04 Establishing E-3 Employment Zoning District

Community Development Director Gladhill reviewed the staff report and noted that the Planning Commission recommends adoption of Ordinance #18-04 establishing the proposed E-3 Zoning District within the City of Ramsey. He noted that the E-3 District is intended to govern general industrial and commercial activity within the City's new industrial park.

Councilmember LeTourneau stated that it sounds like the E-3 District would require screening of outdoor storage.

Community Development Director Gladhill stated that at the request of the Planning Commission, additional language was added addressing outdoor storage limitations and prescriptive descriptions of screening that would be required.

Motion by Councilmember Kuzma, seconded by Councilmember Shryock, to introduce Ordinance #18-04 Establishing the E-3 Employment District within the City of Ramsey.

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

7.03: Consider Introducing Ordinance #18-05 Rezoning of Subject Properties to R-3 Employment District

Community Development Director Gladhill reviewed the staff report and noted that the Planning Commission recommends adoption of Ordinance #18-05 rezoning identified properties to E-3 Employment District.

Mary Groothousen, 14915 Puma Street, stated that with the development that has gone on across the street, it has been a nightmare. She stated that their foundation is cracking, and the developer has not been sticking to the allowed hours for construction. She noted that her home has been shaking and her dog has been shaking from the noise. She stated that she does not feel that rezoning that area to commercial is a good thing. She explained that they have been at their home for 24 years and they cannot see staying in their home if that continues to become commercial. She provided an example of a Comcast representative installing on their roadway and swearing loudly, to the point where she could hear it inside her home.

Councilmember Riley stated that it sounds like there are multiple issues at hand. He stated that the issue of this case is separate from the concerns that were brought forward. He noted that the resident's property is currently zoned for multi-family residential but advised that the homeowner would still be allowed to continue as a single-family home.

Kevin Groothousen stated that the property value will change. He stated that currently townhomes or apartments could be constructed rather than commercial uses.

Councilmember Riley stated that the property owners will still be able to remain as a lawful non-conforming property.

Mayor Strommen noted that the issue brought forward by the residents seem to be complaints about the construction activity and therefore she will ask staff to follow up on those concerns. She stated that she is unsure that there is data to say that high density residential on the subject property would be of a higher value than employment. She stated that the employment district will create a great value to the community as a whole. She stated that she would question the value of one pocket of high density residential in an area surrounded by commercial development.

Community Development Director Gladhill noted that there have been five instances of complaints being made and stated that staff has followed up with the activity outside of the hours of construction. He stated that staff will continue to work proactively with the developer and will continue to follow up on the work occurring outside of the hours of allowed construction.

Councilmember Riley thanked staff and noted that his comment was not intended to brush off the comment from the residents but to explain that the comments do not apply to the action before the Council tonight.

Councilmember LeTourneau recognized that the development around the resident's home is changing, as well as the planning for development that is occurring compared to what was previously planned. He stated that the residents are using the property for their home and seem to also be supplementing the property for use by their business as well. He noted that his concern regarding screening was that it would apply to this property and their outdoor storage.

He stated that he was pleased to hear that the legal non-conforming status would exempt the property from the screening requirements for their outdoor storage.

Community Development Director Gladhill asked if the Council would like to keep the existing zoning of the property owner that spoke or whether that property should be changed to the E-3 district.

Mayor Strommen asked if the property owner has a preference. She noted that the existing use could continue, regardless of the change in zoning.

Mr. Groothousen stated that the zoning of his property does matter to him as it provides options for what could occur on his land in the future. He stated that he does not believe that the land would be worth as much if zoned commercial and would prefer to keep the multi-family housing zoning for his property.

Community Development Director Gladhill noted that with the designated zoning, that parcel would require an apartment building and advised that there are a lot of design standards with setbacks. He stated that it would be very slim that the existing home could remain, and an apartment building could be constructed on the property as there is very limited subdivision options with the existing home. He noted that he is providing this information for the benefit of the homeowner.

Councilmember LeTourneau acknowledged that the property owner may be hearing a lot of information right now and therefore may not be able to digest the information fully at this time. He stated that perhaps this action be tabled tonight to provide an opportunity for the property owner to further digest the information they have received tonight and speak with staff. He explained that from what he had heard tonight, he is unsure that leaving the property as R-3 would provide the most flexibility to the resident.

Community Development Director Gladhill suggested that the zoning move forward with the exception of the subject property.

Mayor Strommen agreed that the action tonight could be amended to exclude the residential parcel, which would allow more time for discussion with that property owner.

Motion by Councilmember LeTourneau, seconded by Councilmember Johns, to introduce Ordinance #18-05 Rezoning Identified Properties to R-3 Employment District, excluding parcel 14915 Puma Street.

Further discussion: Mayor Strommen explained that this action would rezone the property as proposed with the exception of the residential property located at 14915 Puma Street, which will allow that property owner additional time to digest the options and speak with staff.

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

7.04: Consider Adopting Resolution #18-016 Approving Sketch Plan for Affinity at Ramsey (Project #17-142); Case of Inland Group

Community Development Director Gladhill reviewed the staff report and noted that the developer is requesting confirmation that the City agrees to the footprint of the building before they complete additional design. He noted that the Planning Commission reviewed the request at their January 4th meeting and provided a highlight of their comments.

Councilmember LeTourneau asked the location of Sunwood Drive compared to the footprint sketch displayed.

Community Development Director Gladhill highlighted the different aspects of the sketch including the location of Sunwood Drive, the park area, and a developable parcel that would remain along Sunwood Drive.

Councilmember LeTourneau commented on the orientation of the courtyard.

Community Development Director Gladhill provided additional details on the different elevations and which direction they would face (Ramsey Parkway, the new future street, Sunwood Drive, and the municipal park). He noted that the pool area would face the municipal park area. He noted that if there are significant items the Council would like changed, that should be brought forward.

Councilmember LeTourneau referenced the brown colored floor that goes around the building on the ground level. He asked and received confirmation that the floor level would be the parking level. He asked for information on the landscaping that would be done as that material seems to be more stark and cold feeling.

Community Development Director Gladhill provided information on the proposed screening that would occur, with trees and shrubbery. He stated that there are windows proposed on that ground level and advised that aspect could be increased if desired. He noted that the developer has a similar project in Eagan and noted that staff could obtain more information and photographs from that project.

Councilmember LeTourneau stated that is a very visible area and therefore they should ensure that they create the best experience possible in terms of design.

Mayor Strommen confirmed the consensus of the Council in support of the comments made by Councilmember LeTourneau.

Motion by Councilmember Shryock, seconded by Councilmember LeTourneau, to Adopt Resolution #18-016 Approving Sketch Plan for Affinity at Ramsey and Directing Developer to Proceed with Preliminary Plat.

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

8. MAYOR, COUNCIL AND STAFF INPUT

8.01: Request from Youth First: Proposed Basketball Court on City Owned Land

Asst. City Administrator/Economic Development Manager Brama reviewed the staff report and noted that staff believes the proposed use is generally consistent with the existing use of the green-field area and is comfortable supporting the request. He highlighted some items to keep in mind and the next steps.

Mayor Strommen asked for the general comfort level of the Council. She noted that if the Council is not comfortable, the item should come back as an agenda item.

Mayor Strommen confirmed that the Council was comfortable moving forward with the request as described by staff.

8.02: Other

Mayor Strommen noted that the Council met in closed session prior to the regular meeting tonight to discuss the annual performance of the City Administrator. She noted that no formal action was taken and advised that formal action on the performance review will come back to the Council at a future Council meeting.

City Administrator Ulrich announced upcoming meetings and events.

Councilmember Shryock stated that the Youth First Prayer Breakfast is scheduled for Friday, March 23rd at 7:00 a.m.

9. ADJOURNMENT

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

Motion carried.

The regular meeting of the City Council adjourned at 8:47 p.m.

Respectfully submitted,

Kurtis G. Ulrich
City Administrator

ATTEST:

Jo Ann M. Thieling
City Clerk

Drafted by Amanda Staple
TimeSaver Off Site Secretarial, Inc.

CC Regular Session

4. 2.

Meeting Date: 01/23/2018

By: Jackie Lipski, Finance

Information

Title

Adopt Resolution # 18-021 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of January 4, 2018 through January 17, 2018

Action:

Motion to Adopt Resolution # 18-021 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of January 4, 2018 through January 17, 2018.

Attachments

Bills List 1/23/2018

Resolution 1/23/2018

Form Review

Inbox

Diana Lund

Kurt Ulrich

Form Started By: Jackie Lipski

Final Approval Date: 01/18/2018

Reviewed By

Diana Lund

Kurt Ulrich

Date

01/18/2018 07:16 AM

01/18/2018 01:47 PM

Started On: 01/17/2018 02:09 PM

RAMSEY CITY COUNCIL MEETING
1/23/2018
BILLS LIST

DISBURSEMENTS TO BE APPROVED THIS MEETING:

DISBURSEMENT TYPE:	<u>SUBMITTED FOR APPROVAL</u>
Purchase Journal:	
Prepays 1/4/18-1/17/18	246,911.38
Accounts Payable 1/4/18-1/17/18	279,103.93
Payroll 1/12/18	143,410.93
Pay Estimates- Projects	459,163.74

TOTAL SUBMITTED FOR APPROVAL THIS MEETING

\$ 1,128,589.98

<u>DISBURSEMENTS PREVIOUSLY APPROVED AND PAID:</u>	<u>APPROVED PREV. MTG</u>	<u>2018 Y.T.D.</u>
NET PAYROLL TOTAL	\$ 143,869.63	\$ 143,869.63
- CORRECTION TO PAYROLL		
PREPAIDS	110,902.96	110,902.96
- PREPAID ADJUSTMENTS		
WIRE TRANSFERS FOR DEBT SERVICE		
- CORRECTION TO D.S.		
ACCOUNTS PAYABLE INVOICING - PREVIOUS MEETING:		
- BILLS LIST SUBMITTED	48,075.17	48,075.17
ADD (DELETE) BILLS LIST SUBMITTED		
PAY ESTIMATE(S)		
- CHECKS VOIDED	0.00	0.00
TOTAL CASH DISBURSEMENTS PREVIOUSLY APPROVED	\$ 302,847.76	\$ 302,847.76

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

1/4/2018 -- 12/31/2018

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
104752	1/4/2018		116123 ACEVES, WILLIAM AND CHRISTY						
		360.48	UB REFUND 14884 YAKIMA ST		89757	010418	9601.4651		WATER REVENUE
		<u>360.48</u>							
104753	1/4/2018		113692 ALL AMERICAN TITLE CO						
		384.89	UB REFUND 7224 170TH TRL NW		89758	010418	9601.4651		WATER REVENUE
		<u>384.89</u>							
104754	1/4/2018		113522 ALLIANCE TITLE LLC						
		105.56	UB REFUND 15254 COBALT ST NW		89759	010418	9601.4651		WATER REVENUE
		<u>105.56</u>							
104755	1/4/2018		116121 BLAKE, NICHOLAS						
		32.91	UB REFUND 14731 COBALT ST 19		89782	010418	9601.4651		WATER REVENUE
		<u>32.91</u>							
104756	1/4/2018		116122 BUCKINGHAM, JASON						
		45.81	UB REFUND 8750 176TH AVE NW		89761	010418	9601.4651		WATER REVENUE
		<u>45.81</u>							
104757	1/4/2018		111326 BURNET TITLE						
		29.73	UB REFUND 7030.147TH LANE NW		89762	010418	9601.4651		WATER REVENUE
		16.35	UB REFUND 14629 WACO ST NW		89763	010418A	9601.4651		WATER REVENUE
		<u>46.08</u>							
104758	1/4/2018		116124 BURNHAM, STACEY AND STEPHEN						
		325.00	UB REFUND 7092 148TH LANE NW		89764	010418	9601.4651		WATER REVENUE
		<u>325.00</u>							
104759	1/4/2018		111696 CITY OF RAMSEY						
		75.00	UB REFUND 14161 BASALT ST NW		89765	010418	9601.4651		WATER REVENUE
		<u>75.00</u>							
104760	1/4/2018		116118 COONS, ROBERT						
		22.59	UB REFUND 16521 XENOLITH ST NW		89766	010418	9601.4651		WATER REVENUE
		<u>22.59</u>							
104761	1/4/2018		100870 EDINA REALTY TITLE						
		195.58	UB REFUND 5541 145TH CIR NW		89767	010418	9601.4651		WATER REVENUE
		197.62	UB REFUND 14361 TUNGSTEN WAY		89768	010418A	9601.4651		WATER REVENUE
		<u>393.20</u>							
104762	1/4/2018		116125 ENTITLE						
		552.16	UB REFUND 14391 QUICKSILVER ST		89769	010418	9601.4651		WATER REVENUE
		<u>552.16</u>							
104763	1/4/2018		116119 HANSON, DOUGLAS						
		21.80	UB REFUND 8640 170TH AVE NW		89770	010418	9601.4651		WATER REVENUE
		<u>21.80</u>							
104764	1/4/2018		113561 HOME TITLE INC						
		99.48	UB REFUND 7251 163RD LANE		89771	010418	9601.4651		WATER REVENUE
		215.92	UB REFUND 14201 ARGON ST NW		89772	010418A	9601.4651		WATER REVENUE
		355.22	UB REFUND 5650 156TH LANE NW		89773	010418B	9601.4651		WATER REVENUE
		<u>670.62</u>							

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Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
104765	1/4/2018		116120 JOHNSON, TRICIA						Continued.
		104.08	UB REFUND 5530 150TH LANE NW		89774	010418	9601.4651		WATER REVENUE
		<u>104.08</u>							
104766	1/4/2018		111865 LIBERTY TITLE INC						
		290.15	UB REFUND 5686 152ND WAY		89775	010418	9601.4651		WATER REVENUE
		258.56	UB REFUND 5647 154TH CT		89776	010418A	9601.4651		WATER REVENUE
		87.93	UB REFUND 5580 148TH LN NW		89777	010417B	9601.4651		WATER REVENUE
		<u>636.64</u>							
104767	1/4/2018		116115 MIRANOWSKI, KARI						
		100.00	DAMAGE DEP REFUND		89753	010318	9804.1160		KEY & DAMAGE DEPOSIT
		<u>100.00</u>							
104768	1/4/2018		115743 PILLAR TITLE SERVICES						
		51.10	UB REFUND 9140 167TH AVE NW		89778	010418	9601.4651		WATER REVENUE
		<u>51.10</u>							
104769	1/4/2018		113444 PRECISE						
		531.78	OCT 17 SERVICE		89756	IN200-1014881	0311.6315		MISCELLANEOUS PROFE
		<u>531.78</u>							
104770	1/4/2018		116116 RAYCO CONSTRUCTION INC						
		463.25	REFUND PERMIT RA035854		89754	010218	9101.4205		BUILDING PERMIT
		15.62	REFUND PERMIT RA035854		89754	010218	9101.2081		SURCHARGES-PERMITS
		<u>478.87</u>							
104771	1/4/2018		105706 TINKLENBERG GROUP INC						
		3,300.00	RET 7 OF 12 JAN 2018		89755	010418	9400.6315		MISCELLANEOUS PROFE
		<u>3,300.00</u>							
104772	1/4/2018		115045 TITLE NEXUS LLC						
		86.27	UB REFUND 6741 137TH AVE NW		89779	010418	9601.4651		WATER REVENUE
		<u>86.27</u>							
104773	1/4/2018		115456 TITLE SMART						
		98.88	UB REFUND 14690 HEMATITE ST		89780	010418	9601.4651		WATER REVENUE
		<u>98.88</u>							
104774	1/4/2018		113806 WATERMARK TITLE AGENCY LLC						
		21.54	UB REFUND 17621 CHAMELEON ST		89781	010418	9601.4651		WATER REVENUE
		<u>21.54</u>							
104807	1/11/2018		101209 A TOUCH OF MAGIC INC						
		262.50	EDA BUS 2018 EXPO DEPOSIT		89840	010518	9230.6249	00923001	MISCELLANEOUS OPERA
		<u>262.50</u>							
104808	1/11/2018		100012 ACE SOLID WASTE INC						
		91.33	FIRE DEPT JAN 18 TRASH		89837	3443854	0220.6374		REFUSE/RECYCLING
		25,555.85	JAN 18 CITY RECYCLE CONTRACT		89838	3433100	9604.6489		OTHER CONTRACTED SE
		197.37	MISC CITY ACCOUNTS JAN 18		89839	3433114	0194.6374		REFUSE/RECYCLING
		179.20	MISC CITY ACCOUNTS JAN 18		89839	3433114	0311.6374		REFUSE/RECYCLING
		117.40	MISC CITY ACCOUNTS JAN 18		89839	3433114	0452.6374		REFUSE/RECYCLING
		59.73	MISC CITY ACCOUNTS JAN 18		89839	3433114	9601.6374		REFUSE/RECYCLING
		59.73	MISC CITY ACCOUNTS JAN 18		89839	3433114	9602.6374		REFUSE/RECYCLING
		126.75	MISC CITY ACCOUNTS JAN 18		89839	3433114	9604.6249		MISCELLANEOUS OPERA

CITY OF RAMSEY

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Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
104808	1/11/2018		100012 ACE SOLID WASTE INC						Continued.
		59.74	MISC CITY ACCOUNTS JAN 18		89839	3433114	9605.6374		REFUSE/RECYCLING
		26,447.10							
104809	1/11/2018		100404 CENTURYLINK						
		65.35	JAN 18 SERVICES		89852	763 422-1452 795 JAN18	0452:6321		TELEPHONE
		65.35							
104810	1/11/2018		110734 CITY OF RAMSEY						
		6.00	# 706940851		89850	011018A	9601.4651		WATER REVENUE
		6.00							
104811	1/11/2018		100167 CORNERSTONE FORD						
		40.50	REPAIR ON 351		89831	16201162/1	0211.6388		OTHER VEHICLE REPAIR
		6.48	REPAIR ON 351		89831	16201162/1	0211.6229		SHOP MATERIALS
		47.85	REPAIR ON 351		89831	16201162/1	0211.6257		OTHER VEHICLE PARTS
		94.83							
104812	1/11/2018		106583 DELTA DENTAL PLAN OF MINNESOTA						
		2,523.85	JAN 18 DENTAL 2720750001		89842	7132537	9101.2170		DENTAL/DISABILITY/LIFE
		2,523.85							
104813	1/11/2018		115574 HEALTHPARTNERS						
		45,767.50	JAN 18 MEDICAL INS		89843	77981726	9101.2176		LIFE/HEALTH-EMPLOYEE
		45,767.50							
104814	1/11/2018		100291 MET COUNCIL SAC						
		24,850.00	DEC 2017 SAC CHARGES		89832	010818	9602.2083		SAC CHARGES
		248.50-	DEC 2017 SAC CHARGES		89832	010818	9602.4356		SEWER AVAILABILITY CH
		24,601.50							
104815	1/11/2018		100327 MN DEPT OF PUBLIC SAFETY						
		36.75	VEH REG UNMARKED 377		89851	120717A	0211.6249		MISCELLANEOUS OPERA/
		36.75							
104816	1/11/2018		100678 PETTY CASH						
		6.59	POSTAGE- RE: MCDONALDS		89833	011118	0130.6322		POSTAGE
		6.13	POSTAGE- DISEASED TREE SAMPLE		89833	011118	0191.6322		POSTAGE
		8.58	ICE- MET COUNCIL TOUR		89833	011118	0194.6249		MISCELLANEOUS OPERA/
		4.00	DMV BAL DUE		89833	011118	0194.6249		MISCELLANEOUS OPERA/
		15.34	COMBO WRENCH-UTILITIES		89833	011118	9601.6249		MISCELLANEOUS OPERA/
		40.64							
104817	1/11/2018		100678 PETTY CASH						
		50.00	HOLIDAY PARTY SUPPLIES		89845	011118A	0111.6249		MISCELLANEOUS OPERA/
		50.00							
104818	1/11/2018		116132 SOFIE, RENEE						
		155.00	REFUND DAMAGE/KEY DEPOSIT		89846	010518	9804.1160		KEY & DAMAGE DEPOSIT
		155.00							
104819	1/11/2018		114151 TASC (FEES)						
		377.50	REBA/VEBA FEES DEC 2017		89829	IN1195569	0130.6315		MISCELLANEOUS PROFE
		377.50							

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 Council Check Register by GL
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Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
104820	1/11/2018		100510 VERIZON WIRELESS						Continued.
		61.69	DEC 17/JAN 18 SERVICES		89853	9798473111	0130.6323		CELLULAR PHONES
		<u>61.69</u>							
104821	1/11/2018		111137 WRIGHT HENNEPIN COOPERATIVE ELECTRIC						
		24.95	7550 SUNWOOD DRIVE		89835	150-1681-6340 DEC 17	0194.6489		OTHER CONTRACTED SE
		24.95	7650 SUNWOOD DRIVE NW		89836	150-1681-4280 DEC 17	9240.6315		MISCELLANEOUS PROFE
		27.95	JAN 18 5650 ALPINE DR NW		89847	150-1691-2206 JAN 18	0220.6489		OTHER CONTRACTED SE
		27.95	JAN 18 6701 HWY 10-YOUTH FIRST		89848	150-1687-1105 JAN 18	9410.6315	00041012	MISCELLANEOUS PROFE
		27.95	7550 SUNWOOD DR- PD		89849	150-1682-6501 JAN 18	0211.6489		OTHER CONTRACTED SE
		<u>133.75</u>							
90448638	1/12/2018		100398 PUBLIC EMPLOYEES RETIREMENT ASSN						
		18,198.31			89862	0111181418074	9101.2174		PERA-EMPLOYEE
		24,282.22			89863	0111181418075	9101.2183		PERA-EMPLOYER
		<u>42,480.53</u>							
92249205	1/12/2018		101306 IRS						
		25,326.39			89865	0111181418077	9101.2171		FEDERAL WITHHOLDING
		11,665.65			89866	0111181418078	9101.2173		FICA & MEDICARE-EMPL
		11,665.65			89867	0111181418079	9101.2182		FICA & MEDICARE-EMPL
		<u>48,657.69</u>							
96904000	1/12/2018		100601 MN DEPT OF REV WH						
		9,952.31			89864	0111181418076	9101.2172		STATE WITHHOLDING
		<u>9,952.31</u>							
98011218	1/12/2018		115568 ALERUS FINANCIAL NA						
		1,674.68			89859	01111814180714	9101.2176		LIFE/HEALTH-EMPLOYEE
		<u>1,674.68</u>							
99011118	1/11/2018		100629 MN DEPT OF REV SALES TX						
		14.55	Dec Sales/Use Tax		89783	123117	9101.4328		ACCIDENT REPORTS
		6.41	Dec Sales/Use Tax		89783	123117	9101.4308		SALES OF MAPS & PUBLI
		.14	Dec Sales/Use Tax		89783	123117	9101.4609		OTHER MISCELLANEOUS
		195.90	Dec Sales/Use Tax		89783	123117	9601.2082		SALES/USE TAX PAYABLE
		<u>217.00</u>							
99011218	1/12/2018		107962 TOTAL ADMINISTRATIVE SERVICE CORP						
		2,697.20			89855	01111814180710	9101.2176		LIFE/HEALTH-EMPLOYEE
		<u>2,697.20</u>							
99011518	1/12/2018		108768 COMDATA NETWORK INC						
		137.84	AMAZON MKTPLACE PMTS , BLUML		89891	DEC17 COMDATA PCARD	0211.6207		TRAINING SUPPLIES
		137.22	AMAZON MKTPLACE PMTS , BLUML		89891	DEC17 COMDATA PCARD	0211.6231		UNIFORMS & TURN-OUT
		88.98	AMAZON MKTPLACE PMTS , BLUML		89891	DEC17 COMDATA PCARD	0211.6233		BATTERIES EQUIP
		23.32	AMAZON MKTPLACE PMTS , BLUML		89891	DEC17 COMDATA PCARD	0211.6259		BUILDING MAINT/REPAIR

CITY OF RAMSEY
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1/4/2018 -- 12/31/2018

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
99011518	1/12/2018		108768 COMDATA NETWORK INC						Continued.
		131.26	AMAZON MKTPLACE PMTS , BLUML		89891	DEC17 COMDATA PCARD	0211.6207		TRAINING SUPPLIES
		.01-	AMAZON MKTPLACE PMTS , BLUML		89891	DEC17 COMDATA PCARD	0211.6207		TRAINING SUPPLIES
		131.25-	AMAZON MKTPLACE PMTS , BLUML		89891	DEC17 COMDATA PCARD	0211.6207		TRAINING SUPPLIES
		12.99	AMAZON MKTPLACE PMTS , BLUML		89891	DEC17 COMDATA PCARD	0211.6281		SMALL TOOLS & MINOR E
		30.61	AMAZON MKTPLACE PMTS , BLUML		89891	DEC17 COMDATA PCARD	0211.6231		UNIFORMS & TURN-OUT
		64.94	AMAZON MKTPLACE PMTS , BLUML		89891	DEC17 COMDATA PCARD	0211.6207		TRAINING SUPPLIES
		9.99	AMAZON MKTPLACE PMTS , BLUML		89891	DEC17 COMDATA PCARD	0211.6207		TRAINING SUPPLIES
		261.06	AMAZON.COM , BLUML		89891	DEC17 COMDATA PCARD	0211.6231		UNIFORMS & TURN-OUT
		255.00	ARROWHEAD EMS ASSOCIAT , BLUML		89891	DEC17 COMDATA PCARD	9101.1550		PREPAID EXPENSE
		175.23	STROBES N MORE , BLUML		89891	DEC17 COMDATA PCARD	0211.6281		SMALL TOOLS & MINOR E
		25.00	TLO TRANSUNION , BLUML		89891	DEC17 COMDATA PCARD	0211.6315		MISCELLANEOUS PROFE
		61.59	AMAZON MKTPLACE PMTS , BRAY		89891	DEC17 COMDATA PCARD	0194.6281		SMALL TOOLS & MINOR E
		39.29	AMAZON.COM , BRAY		89891	DEC17 COMDATA PCARD	0194.6249		MISCELLANEOUS OPERA/
		72.43	WM SUPERCENTER , BRAY		89891	DEC17 COMDATA PCARD	0194.6249		MISCELLANEOUS OPERA/
		120.00	MINNESOTA SHERIFFS ASSOC , FRA		89891	DEC17 COMDATA PCARD	9101.1550		PREPAID EXPENSE
		120.00	MINNESOTA SHERIFFS ASSOC , FRA		89891	DEC17 COMDATA PCARD	9101.1550		PREPAID EXPENSE
		240.00	MINNESOTA SHERIFFS ASSOC , FRA		89891	DEC17 COMDATA PCARD	9101.1550		PREPAID EXPENSE
		840.00	POLICE TECHNICAL TRAIN , FRANK		89891	DEC17 COMDATA PCARD	9101.1550		PREPAID EXPENSE
		14.30	AMAZON MKTPLACE.PMTS , FREDRI		89891	DEC17 COMDATA PCARD	0191.6208		MISCELLANEOUS OFFICI
		9.24	AMAZON MKTPLACE PMTS , FREDRI		89891	DEC17 COMDATA PCARD	0191.6208		MISCELLANEOUS OFFICI
		30.57	AMAZON MKTPLACE PMTS , FREDRI		89891	DEC17 COMDATA PCARD	0130.6208		MISCELLANEOUS OFFICI
		.01-	AMAZON MKTPLACE PMTS , FREDRI		89891	DEC17 COMDATA PCARD	0130.6208		MISCELLANEOUS OFFICI
		3,195.00	WWW.NEWEGGBUSINESS.COM , FREDR		89891	DEC17 COMDATA PCARD	0192.6281		SMALL TOOLS & MINOR E
		11.99	WWW.NEWEGGBUSINESS.COM , FREDR		89891	DEC17 COMDATA PCARD	0192.6281		SMALL TOOLS & MINOR E
		254.97	WWW.NEWEGGBUSINESS.COM , FREDR		89891	DEC17 COMDATA PCARD	0192.6281		SMALL TOOLS & MINOR E
		111.98	WWW.NEWEGGBUSINESS.COM , FREDR		89891	DEC17 COMDATA PCARD	0192.6281		SMALL TOOLS & MINOR E
		199.29	WWW.NEWEGGBUSINESS.COM , FREDR		89891	DEC17 COMDATA PCARD	0192.6281		SMALL TOOLS & MINOR E

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		4.99	WWW.NEWEGGBUSINESS.COM , FREDR		89891	DEC17 COMDATA PCARD	0192.6281		SMALL TOOLS & MINOR E
		459.99	WWW.NEWEGGBUSINESS.COM , FREDR		89891	DEC17 COMDATA PCARD	0192.6281		SMALL TOOLS & MINOR E
		74.97	WWW.NEWEGGBUSINESS.COM , FREDR		89891	DEC17 COMDATA PCARD	0192.6281		SMALL TOOLS & MINOR E
		735.00	AMERICAN PLANNING A , GLADHILL		89891	DEC17 COMDATA PCARD	9101.1550		PREPAID EXPENSE
		70.00	AMERICAN PLANNING A , GLADHILL		89891	DEC17 COMDATA PCARD	9101.1550		PREPAID EXPENSE
		228.00	DRI* CISCO SYSTEMS , GLADHILL		89891	DEC17 COMDATA PCARD	9101.1550		PREPAID EXPENSE
		2.54	JAMBO DELI , GLADHILL		89891	DEC17 COMDATA PCARD	0191.6331		TRAVEL & LODGING
		375.00	U OF M CONTLEARNING , GLADHILL		89891	DEC17 COMDATA PCARD	9101.1550		PREPAID EXPENSE
		192.60	AMAZON.COM , KOHNER		89891	DEC17 COMDATA PCARD	0220.6208		MISCELLANEOUS OFFICI
		19.95	NATL STDNT CLEARINGHOU , LASHE		89891	DEC17 COMDATA PCARD	0130.6306		PERSONNEL TESTING &
		27.95	NATL STDNT CLEARINGHOU , LASHE		89891	DEC17 COMDATA PCARD	0130.6306		PERSONNEL TESTING &
		10.25	DEPT OF AGRICULTURE , RIEMER		89891	DEC17 COMDATA PCARD	0311.6335		TRAINING
		291.25	JEFF STEIN SNAPON , RIEMER		89891	DEC17 COMDATA PCARD	0311.6281		SMALL TOOLS & MINOR E
		53.94	MENARDS COON RAPIDS MN , RIEME		89891	DEC17 COMDATA PCARD	0311.6229		SHOP MATERIALS
		15.98	MENARDS COON RAPIDS MN , RIEME		89891	DEC17 COMDATA PCARD	0311.6229		SHOP MATERIALS
		27.99	MENARDS COON RAPIDS MN , RIEME		89891	DEC17 COMDATA PCARD	0311.6229		SHOP MATERIALS
		14.99	MENARDS COON RAPIDS MN , RIEME		89891	DEC17 COMDATA PCARD	0311.6229		SHOP MATERIALS
		9.54	MENARDS COON RAPIDS MN , RIEME		89891	DEC17 COMDATA PCARD	0311.6229		SHOP MATERIALS
		6.77	MENARDS COON RAPIDS MN , RIEME		89891	DEC17 COMDATA PCARD	0311.6229		SHOP MATERIALS
		7.95	MENARDS COON RAPIDS MN , RIEME		89891	DEC17 COMDATA PCARD	0311.6229		SHOP MATERIALS
		3.99	MENARDS COON RAPIDS MN , RIEME		89891	DEC17 COMDATA PCARD	0311.6229		SHOP MATERIALS
		3.56	MENARDS COON RAPIDS MN , RIEME		89891	DEC17 COMDATA PCARD	0311.6229		SHOP MATERIALS
		3.97	MENARDS COON RAPIDS MN , RIEME		89891	DEC17 COMDATA PCARD	0311.6229		SHOP MATERIALS
		4.99	MENARDS COON RAPIDS MN , RIEME		89891	DEC17 COMDATA PCARD	0311.6229		SHOP MATERIALS
		2.85	MENARDS COON RAPIDS MN , RIEME		89891	DEC17 COMDATA PCARD	0311.6229		SHOP MATERIALS
		4.19	MENARDS COON RAPIDS MN , RIEME		89891	DEC17 COMDATA PCARD	0311.6229		SHOP MATERIALS
		4.89	MENARDS COON RAPIDS MN , RIEME		89891	DEC17 COMDATA PCARD	0311.6229		SHOP MATERIALS

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		11.22-	MENARDS COON RAPIDS MN , RIEME		89891	DEC17 COMDATA PCARD	0311.6229		SHOP MATERIALS
		70.00	U OF M CONTLEARNING OS , RIEME		89891	DEC17 COMDATA PCARD	9101.1550		PREPAID EXPENSE
		33.44	WILLY MCCOYS OF RAMSEY , RIEME		89891	DEC17 COMDATA PCARD	0311.6335		TRAINING
		25.00	YETZER TREE SERVICES , RIEMER		89891	DEC17 COMDATA PCARD	0311.6335		TRAINING
		9.00	U OF M PARKING , RIVERBLOOD		89891	DEC17 COMDATA PCARD	0452.6331		TRAVEL & LODGING
		18.62	COBORN'S SUPERSTORE , SCHIFERL		89891	DEC17 COMDATA PCARD	0220.6257		OTHER VEHICLE PARTS
		147.17	PAYPAL *FIRE SOAPS , SCHIFERLI		89891	DEC17 COMDATA PCARD	0220.6231		UNIFORMS & TURN-OUT
		.93-	AMAZON MKTPLACE PMTS , TORSETH		89891	DEC17 COMDATA PCARD	0211.6208		MISCELLANEOUS OFFICI
		12.95	AMAZON MKTPLACE PMTS , TORSETH		89891	DEC17 COMDATA PCARD	0211.6233		BATTERIES EQUIP
		11.67	ANDOVER PIZZA RANÇH , ULRICH		89891	DEC17 COMDATA PCARD	0130.6335		TRAINING
		48.41	BILLYS BAR AND GRILL , ULRICH		89891	DEC17 COMDATA PCARD	0130.6249		MISCELLANEOUS OPERA/
		28.06	JAMBO DELI , ULRICH		89891	DEC17 COMDATA PCARD	0130.6335		TRAINING
		14.96	COBORN'S SUPERSTORE , WENBERG		89891	DEC17 COMDATA PCARD	0111.6249		MISCELLANEOUS OPERA/
		348.00	COBORN'S SUPERSTORE , WENBERG		89891	DEC17 COMDATA PCARD	0111.6249		MISCELLANEOUS OPERA/
		7.96	WM SUPERCENTER , WENBERG		89891	DEC17 COMDATA PCARD	0111.6249		MISCELLANEOUS OPERA/
		384.00	MINNESOTA SOCIETY OF P , WESTB		89891	DEC17 COMDATA PCARD	9101.1550		PREPAID EXPENSE
		92.00	MINNESOTAS BOOKSTORE , WESTBY		89891	DEC17 COMDATA PCARD	0301.6471		BOOKS & PAMPHLETS
		365.00	U OF M CONTLEARNING , WESTBY		89891	DEC17 COMDATA PCARD	9101.1550		PREPAID EXPENSE
		365.00	U OF M CONTLEARNING , WESTBY		89891	DEC17 COMDATA PCARD	9101.1550		PREPAID EXPENSE
		70.00	U OF M CONTLEARNING , WESTBY		89891	DEC17 COMDATA PCARD	9101.1550		PREPAID EXPENSE
		23.71	AMAZON.COM , BRAMA		89891	DEC17 COMDATA PCARD	9230.6335		TRAINING
		625.00	DEED COMMUNICATIONS , BRAMA		89891	DEC17 COMDATA PCARD	9230.1550		PREPAID EXPENSE
		295.00	ECONOMIC DEVELOPMENT A , BRAMA		89891	DEC17 COMDATA PCARD	9230.1550		PREPAID EXPENSE
		300.00	MINNESOTA STATE COLLEG , BRAMA		89891	DEC17 COMDATA PCARD	9230.6249		MISCELLANEOUS OPERA/
		156.83	FERGUSON ENT , NELSON		89891	DEC17 COMDATA PCARD	9605.6249		MISCELLANEOUS OPERA/
		27.31	BILL'S SUPERETTE		89892	DEC 17 COMDATA FUEL	0220.6223		GASOLINE
		29.11	BILL'S SUPERETTE		89892	DEC 17 COMDATA FUEL	0220.6223		GASOLINE

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		20.92	BILL'S SUPERETTE		89892	DEC 17 COMDATA FUEL	0220.6223		GASOLINE
		19.95	BILL'S SUPERETTE		89892	DEC 17 COMDATA FUEL	0220.6223		GASOLINE
		30.66	BILL'S SUPERETTE		89892	DEC 17 COMDATA FUEL	0220.6223		GASOLINE
		16.05	BILL'S SUPERETTE		89892	DEC 17 COMDATA FUEL	0220.6223		GASOLINE
		33.84	BILL'S SUPERETTE		89892	DEC 17 COMDATA FUEL	0220.6223		GASOLINE
		27.00	BILL'S SUPERETTE		89892	DEC 17 COMDATA FUEL	0220.6223		GASOLINE
		50.00	BILL'S SUPERETTE		89892	DEC 17 COMDATA FUEL	0220.6223		GASOLINE
		46.87	BILL'S SUPERETTE		89892	DEC 17 COMDATA FUEL	0220.6223		GASOLINE
		29.70	BILL'S SUPERETTE		89892	DEC 17 COMDATA FUEL	0220.6223		GASOLINE
		33.27	BILL'S SUPERETTE		89892	DEC 17 COMDATA FUEL	0220.6223		GASOLINE
		44.43	BILL'S SUPERETTE		89892	DEC 17 COMDATA FUEL	0220.6225		DIESEL FUEL
		43.59	BILL'S SUPERETTE		89892	DEC 17 COMDATA FUEL	0220.6225		DIESEL FUEL
		30.57	BILL'S SUPERETTE		89892	DEC 17 COMDATA FUEL	0220.6225		DIESEL FUEL
		42.78	BILL'S SUPERETTE		89892	DEC 17 COMDATA FUEL	0220.6225		DIESEL FUEL
		27.63	BILL'S SUPERETTE		89892	DEC 17 COMDATA FUEL	0220.6225		DIESEL FUEL
		31.00	BILL'S SUPERETTE		89892	DEC 17 COMDATA FUEL	0220.6223		GASOLINE
		27.10	BILL'S SUPERETTE		89892	DEC 17 COMDATA FUEL	0220.6223		GASOLINE
		12.30	BILL'S SUPERETTE		89892	DEC 17 COMDATA FUEL	0220.6223		GASOLINE
		41.72	BILL'S SUPERETTE		89892	DEC 17 COMDATA FUEL	0452.6223		GASOLINE
		70.53	BILL'S SUPERETTE		89892	DEC 17 COMDATA FUEL	0452.6223		GASOLINE
		48.10	BP#ROGERS BPQPS		89892	DEC 17 COMDATA FUEL	0311.6223		GASOLINE
		53.57	CASEYS GEN STORE		89892	DEC 17 COMDATA FUEL	0311.6223		GASOLINE
		29.03	CASEYS RAMSEY		89892	DEC 17 COMDATA FUEL	0240.6223		GASOLINE
		35.94	CASEYS RAMSEY		89892	DEC 17 COMDATA FUEL	0240.6223		GASOLINE
		29.73	CASEYS RAMSEY		89892	DEC 17 COMDATA FUEL	0240.6223		GASOLINE
		54.60	CASEYS RAMSEY		89892	DEC 17 COMDATA FUEL	0452.6223		GASOLINE
		50.53	CASEYS RAMSEY		89892	DEC 17 COMDATA FUEL	0301.6223		GASOLINE

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		65.91	CASEYS RAMSEY		89892	DEC 17 COMDATA FUEL	0452.6223		GASOLINE
		50.23	CASEYS RAMSEY		89892	DEC 17 COMDATA FUEL	0301.6223		GASOLINE
		37.20	CASEYS RAMSEY		89892	DEC 17 COMDATA FUEL	0240.6223		GASOLINE
		37.39	CASEYS RAMSEY		89892	DEC 17 COMDATA FUEL	0240.6223		GASOLINE
		30.96	CASEYS RAMSEY		89892	DEC 17 COMDATA FUEL	0240.6223		GASOLINE
		30.95	CASEYS RAMSEY		89892	DEC 17 COMDATA FUEL	0240.6223		GASOLINE
		54.28	CASEYS RAMSEY		89892	DEC 17 COMDATA FUEL	0301.6223		GASOLINE
		40.01	CASEYS RAMSEY		89892	DEC 17 COMDATA FUEL	0301.6223		GASOLINE
		34.07	CASEYS RAMSEY		89892	DEC 17 COMDATA FUEL	0311.6223		GASOLINE
		51.00	CASEYS RAMSEY		89892	DEC 17 COMDATA FUEL	0311.6223		GASOLINE
		69.12	CASEYS RAMSEY		89892	DEC 17 COMDATA FUEL	0220.6225		DIESEL FUEL
		30.62	CASEYS RAMSEY		89892	DEC 17 COMDATA FUEL	0452.6223		GASOLINE
		49.95	CASEYS RAMSEY		89892	DEC 17 COMDATA FUEL	0452.6223		GASOLINE
		55.92	CASEYS RAMSEY		89892	DEC 17 COMDATA FUEL	0452.6223		GASOLINE
		25.72	CASEYS RAMSEY		89892	DEC 17 COMDATA FUEL	0452.6223		GASOLINE
		60.28	CASEYS RAMSEY		89892	DEC 17 COMDATA FUEL	0452.6223		GASOLINE
		56.70	CASEYS RAMSEY		89892	DEC 17 COMDATA FUEL	0452.6223		GASOLINE
		92.74	CASEYS RAMSEY		89892	DEC 17 COMDATA FUEL	0452.6223		GASOLINE
		56.44	CASEYS RAMSEY		89892	DEC 17 COMDATA FUEL	0452.6223		GASOLINE
		72.63	CASEYS RAMSEY		89892	DEC 17 COMDATA FUEL	0311.6223		GASOLINE
		27.83	HOLIDAY STNSTORE		89892	DEC 17 COMDATA FUEL	0220.6223		GASOLINE
		26.16	LITTLE DUKES RAMSEY		89892	DEC 17 COMDATA FUEL	0194.6223		GASOLINE
		48.23	LITTLE DUKES RAMSEY		89892	DEC 17 COMDATA FUEL	0311.6223		GASOLINE
		45.41	LITTLE DUKES RAMSEY		89892	DEC 17 COMDATA FUEL	0194.6223		GASOLINE
		45.94	LITTLE DUKES RAMSEY		89892	DEC 17 COMDATA FUEL	0194.6223		GASOLINE
		41.53	LITTLE DUKES RAMSEY		89892	DEC 17 COMDATA FUEL	0194.6223		GASOLINE
		32.59	LITTLE DUKES RAMSEY		89892	DEC 17 COMDATA FUEL	0220.6225		DIESEL FUEL

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		25.14	LITTLE DUKES RAMSEY		89892	DEC 17 COMDATA FUEL	0220.6225		DIESEL FUEL
		56.10	LITTLE DUKES RAMSEY		89892	DEC 17 COMDATA FUEL	0220.6225		DIESEL FUEL
		25.00	LITTLE DUKES RAMSEY		89892	DEC 17 COMDATA FUEL	0220.6225		DIESEL FUEL
		23.91	LITTLE DUKES RAMSEY		89892	DEC 17 COMDATA FUEL	0220.6223		GASOLINE
		23.05	LITTLE DUKES RAMSEY		89892	DEC 17 COMDATA FUEL	0220.6223		GASOLINE
		49.55	LITTLE DUKES RAMSEY		89892	DEC 17 COMDATA FUEL	0220.6223		GASOLINE
		50.19	LITTLE DUKES RAMSEY		89892	DEC 17 COMDATA FUEL	0220.6223		GASOLINE
		44.44	LITTLE DUKES RAMSEY		89892	DEC 17 COMDATA FUEL	0311.6223		GASOLINE
		35.90	LITTLE DUKES RAMSEY		89892	DEC 17 COMDATA FUEL	0220.6223		GASOLINE
		51.54	LITTLE DUKES RAMSEY		89892	DEC 17 COMDATA FUEL	0220.6223		GASOLINE
		10.04	LITTLE DUKES RAMSEY		89892	DEC 17 COMDATA FUEL	0220.6223		GASOLINE
		16.70	LITTLE DUKES RAMSEY		89892	DEC 17 COMDATA FUEL	0220.6223		GASOLINE
		30.41	LITTLE DUKES RAMSEY		89892	DEC 17 COMDATA FUEL	0220.6223		GASOLINE
		12.34	LITTLE DUKES RAMSEY		89892	DEC 17 COMDATA FUEL	0220.6223		GASOLINE
		49.39	LITTLE DUKES RAMSEY		89892	DEC 17 COMDATA FUEL	0452.6223		GASOLINE
		76.90	LITTLE DUKES RAMSEY		89892	DEC 17 COMDATA FUEL	0311.6223		GASOLINE
		22.89	LITTLE DUKES RAMSEY		89892	DEC 17 COMDATA FUEL	0311.6223		GASOLINE
		37.09	LITTLE DUKES RAMSEY		89892	DEC 17 COMDATA FUEL	0311.6223		GASOLINE
		20.50	SUPERAMERICA		89892	DEC 17 COMDATA FUEL	0220.6223		GASOLINE
		54.44	BILL'S SUPERETTE		89892	DEC 17 COMDATA FUEL	0211.6223		GASOLINE
		7.19	BILL'S SUPERETTE		89892	DEC 17 COMDATA FUEL	0211.6223		GASOLINE
		8.41	BILL'S SUPERETTE		89892	DEC 17 COMDATA FUEL	0211.6223		GASOLINE
		38.03	BILL'S SUPERETTE		89892	DEC 17 COMDATA FUEL	0220.6223		GASOLINE
		37.95	BP#5990825FREEDOM VQPS		89892	DEC 17 COMDATA FUEL	0211.6223		GASOLINE
		34.22	CASEYS RAMSEY		89892	DEC 17 COMDATA FUEL	0211.6223		GASOLINE
		36.54	CASEYS RAMSEY		89892	DEC 17 COMDATA FUEL	0211.6223		GASOLINE
		36.93	CASEYS RAMSEY		89892	DEC 17 COMDATA FUEL	0211.6223		GASOLINE

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		30.13	CASEYS RAMSEY		89892	DEC 17 COMDATA FUEL	0211.6223		GASOLINE
		37.99	CASEYS RAMSEY		89892	DEC 17 COMDATA FUEL	0211.6223		GASOLINE
		36.75	CASEYS RAMSEY		89892	DEC 17 COMDATA FUEL	0211.6223		GASOLINE
		21.92	CASEYS RAMSEY		89892	DEC 17 COMDATA FUEL	0211.6223		GASOLINE
		17.58	CASEYS RAMSEY		89892	DEC 17 COMDATA FUEL	0211.6223		GASOLINE
		10.52	CASEYS RAMSEY		89892	DEC 17 COMDATA FUEL	0211.6223		GASOLINE
		30.43	CASEYS RAMSEY		89892	DEC 17 COMDATA FUEL	0211.6223		GASOLINE
		23.92	CASEYS RAMSEY		89892	DEC 17 COMDATA FUEL	0211.6223		GASOLINE
		34.53	CASEYS RAMSEY		89892	DEC 17 COMDATA FUEL	0211.6223		GASOLINE
		30.32	CASEYS RAMSEY		89892	DEC 17 COMDATA FUEL	0211.6223		GASOLINE
		16.15	CASEYS RAMSEY		89892	DEC 17 COMDATA FUEL	0211.6223		GASOLINE
		21.42	CASEYS RAMSEY		89892	DEC 17 COMDATA FUEL	0211.6223		GASOLINE
		13.26	CASEYS RAMSEY		89892	DEC 17 COMDATA FUEL	0211.6223		GASOLINE
		23.46	CASEYS RAMSEY		89892	DEC 17 COMDATA FUEL	0211.6223		GASOLINE
		15.88	CASEYS RAMSEY		89892	DEC 17 COMDATA FUEL	0211.6223		GASOLINE
		31.24	CASEYS RAMSEY		89892	DEC 17 COMDATA FUEL	0211.6223		GASOLINE
		26.46	CASEYS RAMSEY		89892	DEC 17 COMDATA FUEL	0211.6223		GASOLINE
		34.33	CASEYS RAMSEY		89892	DEC 17 COMDATA FUEL	0211.6223		GASOLINE
		42.64	CASEYS RAMSEY		89892	DEC 17 COMDATA FUEL	0211.6223		GASOLINE
		29.62	CASEYS RAMSEY		89892	DEC 17 COMDATA FUEL	0211.6223		GASOLINE
		23.81	CASEYS RAMSEY		89892	DEC 17 COMDATA FUEL	0211.6223		GASOLINE
		27.04	CASEYS RAMSEY		89892	DEC 17 COMDATA FUEL	0211.6223		GASOLINE
		18.76	CASEYS RAMSEY		89892	DEC 17 COMDATA FUEL	0211.6223		GASOLINE
		19.08	CASEYS RAMSEY		89892	DEC 17 COMDATA FUEL	0211.6223		GASOLINE
		20.65	CASEYS RAMSEY		89892	DEC 17 COMDATA FUEL	0211.6223		GASOLINE
		25.05	CASEYS RAMSEY		89892	DEC 17 COMDATA FUEL	0211.6223		GASOLINE
		24.09	CASEYS RAMSEY		89892	DEC 17 COMDATA FUEL	0211.6223		GASOLINE

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

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Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
99011518	1/12/2018		108768 COMDATA NETWORK INC						Continued.
		20.35	CASEYS RAMSEY		89892	DEC 17 COMDATA FUEL	0211.6223		GASOLINE
		19.91	CASEYS RAMSEY		89892	DEC 17 COMDATA FUEL	0211.6223		GASOLINE
		19.28	CASEYS RAMSEY		89892	DEC 17 COMDATA FUEL	0211.6223		GASOLINE
		15.60	CASEYS RAMSEY		89892	DEC 17 COMDATA FUEL	0211.6223		GASOLINE
		14.47	CASEYS RAMSEY		89892	DEC 17 COMDATA FUEL	0211.6223		GASOLINE
		46.99	CASEYS RAMSEY		89892	DEC 17 COMDATA FUEL	0211.6223		GASOLINE
		34.24	CASEYS RAMSEY		89892	DEC 17 COMDATA FUEL	0211.6223		GASOLINE
		22.86	CASEYS RAMSEY		89892	DEC 17 COMDATA FUEL	0211.6223		GASOLINE
		19.34	CASEYS RAMSEY		89892	DEC 17 COMDATA FUEL	0211.6223		GASOLINE
		14.32	CASEYS RAMSEY		89892	DEC 17 COMDATA FUEL	0211.6223		GASOLINE
		7.91	CASEYS RAMSEY		89892	DEC 17 COMDATA FUEL	0211.6223		GASOLINE
		19.35	CASEYS RAMSEY		89892	DEC 17 COMDATA FUEL	0211.6223		GASOLINE
		17.95	CASEYS RAMSEY		89892	DEC 17 COMDATA FUEL	0211.6223		GASOLINE
		39.07	CASEYS RAMSEY		89892	DEC 17 COMDATA FUEL	0211.6223		GASOLINE
		48.14	CASEYS RAMSEY		89892	DEC 17 COMDATA FUEL	0211.6223		GASOLINE
		75.05	CASEYS RAMSEY		89892	DEC 17 COMDATA FUEL	0211.6223		GASOLINE
		17.46	CASEYS RAMSEY		89892	DEC 17 COMDATA FUEL	0211.6223		GASOLINE
		43.55	CASEYS RAMSEY		89892	DEC 17 COMDATA FUEL	0211.6223		GASOLINE
		23.63	CASEYS RAMSEY		89892	DEC 17 COMDATA FUEL	0211.6223		GASOLINE
		16.99	CASEYS RAMSEY		89892	DEC 17 COMDATA FUEL	0211.6223		GASOLINE
		31.83	CASEYS RAMSEY		89892	DEC 17 COMDATA FUEL	0211.6223		GASOLINE
		30.67	CASEYS RAMSEY		89892	DEC 17 COMDATA FUEL	0211.6223		GASOLINE
		35.83	CASEYS RAMSEY		89892	DEC 17 COMDATA FUEL	0211.6223		GASOLINE
		34.50	CASEYS RAMSEY		89892	DEC 17 COMDATA FUEL	0211.6223		GASOLINE
		16.08	CASEYS RAMSEY		89892	DEC 17 COMDATA FUEL	0211.6223		GASOLINE
		41.65	HOLIDAY STNSTORE		89892	DEC 17 COMDATA FUEL	0211.6223		GASOLINE
		36.25	HOLIDAY STNSTORE		89892	DEC 17 COMDATA FUEL	0211.6223		GASOLINE

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Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
99011518	1/12/2018		108768 COMDATA NETWORK INC						Continued.
		50.04	HOLIDAY STNSTORE		89892	DEC 17 COMDATA FUEL	0211.6223		GASOLINE
		36.00	HOLIDAY STNSTORE		89892	DEC 17 COMDATA FUEL	0211.6223		GASOLINE
		14.00	HOLIDAY STNSTORE		89892	DEC 17 COMDATA FUEL	0211.6223		GASOLINE
		19.50	HOLIDAY STNSTORE		89892	DEC 17 COMDATA FUEL	0211.6223		GASOLINE
		35.54	HOLIDAY STNSTORE		89892	DEC 17 COMDATA FUEL	0211.6223		GASOLINE
		41.52	HOLIDAY STNSTORE		89892	DEC 17 COMDATA FUEL	0211.6223		GASOLINE
		23.84	HOLIDAY STNSTORE		89892	DEC 17 COMDATA FUEL	0211.6223		GASOLINE
		32.30	HOLIDAY STNSTORE		89892	DEC 17 COMDATA FUEL	0211.6223		GASOLINE
		47.74	HOLIDAY STNSTORE		89892	DEC 17 COMDATA FUEL	0211.6223		GASOLINE
		24.40	HOLIDAY STNSTORE		89892	DEC 17 COMDATA FUEL	0211.6223		GASOLINE
		48.01	HOLIDAY STNSTORE		89892	DEC 17 COMDATA FUEL	0211.6223		GASOLINE
		34.50	HOLIDAY STNSTORE		89892	DEC 17 COMDATA FUEL	0211.6223		GASOLINE
		33.73	KWIK TRIP		89892	DEC 17 COMDATA FUEL	0211.6223		GASOLINE
		34.22	KWIK TRIP		89892	DEC 17 COMDATA FUEL	0211.6223		GASOLINE
		31.69	KWIK TRIP		89892	DEC 17 COMDATA FUEL	0211.6223		GASOLINE
		37.77	KWIK TRIP		89892	DEC 17 COMDATA FUEL	0211.6223		GASOLINE
		17.97	LITTLE DUKES RAMSEY		89892	DEC 17 COMDATA FUEL	0211.6223		GASOLINE
		21.23	LITTLE DUKES RAMSEY		89892	DEC 17 COMDATA FUEL	0211.6223		GASOLINE
		40.68	LITTLE DUKES RAMSEY		89892	DEC 17 COMDATA FUEL	0211.6223		GASOLINE
		41.43	LITTLE DUKES RAMSEY		89892	DEC 17 COMDATA FUEL	0211.6223		GASOLINE
		20.61	LITTLE DUKES RAMSEY		89892	DEC 17 COMDATA FUEL	0211.6223		GASOLINE
		12.66	LITTLE DUKES RAMSEY		89892	DEC 17 COMDATA FUEL	0211.6223		GASOLINE
		15.80	LITTLE DUKES RAMSEY		89892	DEC 17 COMDATA FUEL	0211.6223		GASOLINE
		22.71	LITTLE DUKES RAMSEY		89892	DEC 17 COMDATA FUEL	0211.6223		GASOLINE
		44.58	LITTLE DUKES RAMSEY		89892	DEC 17 COMDATA FUEL	0211.6223		GASOLINE
		25.08	LITTLE DUKES RAMSEY		89892	DEC 17 COMDATA FUEL	0211.6223		GASOLINE
		19.74	LITTLE DUKES RAMSEY		89892	DEC 17 COMDATA FUEL	0211.6223		GASOLINE

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Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
99011518	1/12/2018		108768 COMDATA NETWORK INC						Continued.
		29.66	LITTLE DUKES RAMSEY		89892	DEC 17 COMDATA FUEL	0211.6223		GASOLINE
		24.08	LITTLE DUKES RAMSEY		89892	DEC 17 COMDATA FUEL	0211.6223		GASOLINE
		14.21	LITTLE DUKES RAMSEY		89892	DEC 17 COMDATA FUEL	0211.6223		GASOLINE
		42.43	LITTLE DUKES RAMSEY		89892	DEC 17 COMDATA FUEL	0211.6223		GASOLINE
		13.20	LITTLE DUKES RAMSEY		89892	DEC 17 COMDATA FUEL	0211.6223		GASOLINE
		23.22	LITTLE DUKES RAMSEY		89892	DEC 17 COMDATA FUEL	0211.6223		GASOLINE
		20.33	LITTLE DUKES RAMSEY		89892	DEC 17 COMDATA FUEL	0211.6223		GASOLINE
		33.05	LITTLE DUKES RAMSEY		89892	DEC 17 COMDATA FUEL	0211.6223		GASOLINE
		31.51	LITTLE DUKES RAMSEY		89892	DEC 17 COMDATA FUEL	0211.6223		GASOLINE
		12.88	LITTLE DUKES RAMSEY		89892	DEC 17 COMDATA FUEL	0211.6223		GASOLINE
		16.19	LITTLE DUKES RAMSEY		89892	DEC 17 COMDATA FUEL	0211.6223		GASOLINE
		26.34	LITTLE DUKES RAMSEY		89892	DEC 17 COMDATA FUEL	0211.6223		GASOLINE
		31.47	LITTLE DUKES RAMSEY		89892	DEC 17 COMDATA FUEL	0211.6223		GASOLINE
		26.34	LITTLE DUKES RAMSEY		89892	DEC 17 COMDATA FUEL	0211.6223		GASOLINE
		24.20	LITTLE DUKES RAMSEY		89892	DEC 17 COMDATA FUEL	0211.6223		GASOLINE
		26.86	LITTLE DUKES RAMSEY		89892	DEC 17 COMDATA FUEL	0211.6223		GASOLINE
		20.24	LITTLE DUKES RAMSEY		89892	DEC 17 COMDATA FUEL	0211.6223		GASOLINE
		30.46	LITTLE DUKES RAMSEY		89892	DEC 17 COMDATA FUEL	0211.6223		GASOLINE
		21.38	LITTLE DUKES RAMSEY		89892	DEC 17 COMDATA FUEL	0211.6223		GASOLINE
		37.27	LITTLE DUKES RAMSEY		89892	DEC 17 COMDATA FUEL	0211.6223		GASOLINE
		23.44	LITTLE DUKES RAMSEY		89892	DEC 17 COMDATA FUEL	0211.6223		GASOLINE
		21.03	LITTLE DUKES RAMSEY		89892	DEC 17 COMDATA FUEL	0211.6223		GASOLINE
		43.72	LITTLE DUKES RAMSEY		89892	DEC 17 COMDATA FUEL	0220.6223		GASOLINE
		45.18	LITTLE DUKES RAMSEY		89892	DEC 17 COMDATA FUEL	0220.6223		GASOLINE
		45.50	LITTLE DUKES RAMSEY		89892	DEC 17 COMDATA FUEL	0220.6223		GASOLINE
		21.08	LITTLE DUKES RAMSEY		89892	DEC 17 COMDATA FUEL	0211.6223		GASOLINE
		19.35	LITTLE DUKES RAMSEY		89892	DEC 17 COMDATA FUEL	0211.6223		GASOLINE

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Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
99011518	1/12/2018		108768 COMDATA NETWORK INC						Continued.
		28.63	LITTLE DUKES RAMSEY		89892	DEC 17 COMDATA FUEL	0211.6223		GASOLINE
		27.64	LITTLE DUKES RAMSEY		89892	DEC 17 COMDATA FUEL	0211.6223		GASOLINE
		31.31	LITTLE DUKES RAMSEY		89892	DEC 17 COMDATA FUEL	0211.6223		GASOLINE
		32.24	LITTLE DUKES RAMSEY		89892	DEC 17 COMDATA FUEL	0211.6223		GASOLINE
		28.76	LITTLE DUKES RAMSEY		89892	DEC 17 COMDATA FUEL	0211.6223		GASOLINE
		23.39	LITTLE DUKES RAMSEY		89892	DEC 17 COMDATA FUEL	0211.6223		GASOLINE
		21.56	LITTLE DUKES RAMSEY		89892	DEC 17 COMDATA FUEL	0211.6223		GASOLINE
		21.02	LITTLE DUKES RAMSEY		89892	DEC 17 COMDATA FUEL	0211.6223		GASOLINE
		20.91	LITTLE DUKES RAMSEY		89892	DEC 17 COMDATA FUEL	0211.6223		GASOLINE
		23.83	LITTLE DUKES RAMSEY		89892	DEC 17 COMDATA FUEL	0211.6223		GASOLINE
		23.58	LITTLE DUKES RAMSEY		89892	DEC 17 COMDATA FUEL	0211.6223		GASOLINE
		24.74	LITTLE DUKES RAMSEY		89892	DEC 17 COMDATA FUEL	0211.6223		GASOLINE
		23.66	LITTLE DUKES RAMSEY		89892	DEC 17 COMDATA FUEL	0211.6223		GASOLINE
		11.98	LITTLE DUKES RAMSEY		89892	DEC 17 COMDATA FUEL	0211.6223		GASOLINE
		17.70	LITTLE DUKES RAMSEY		89892	DEC 17 COMDATA FUEL	0211.6223		GASOLINE
		16.94	LITTLE DUKES RAMSEY		89892	DEC 17 COMDATA FUEL	0211.6223		GASOLINE
		43.96	LITTLE DUKES RAMSEY		89892	DEC 17 COMDATA FUEL	0211.6223		GASOLINE
		40.90	LITTLE DUKES RAMSEY		89892	DEC 17 COMDATA FUEL	0211.6223		GASOLINE
		79.52	LITTLE DUKES RAMSEY		89892	DEC 17 COMDATA FUEL	0211.6223		GASOLINE
		23.97	LITTLE DUKES RAMSEY		89892	DEC 17 COMDATA FUEL	0211.6223		GASOLINE
		23.41	LITTLE DUKES RAMSEY		89892	DEC 17 COMDATA FUEL	0211.6223		GASOLINE
		35.14	LITTLE DUKES RAMSEY		89892	DEC 17 COMDATA FUEL	0211.6223		GASOLINE
		37.94	LITTLE DUKES RAMSEY		89892	DEC 17 COMDATA FUEL	0211.6223		GASOLINE
		29.35	LITTLE DUKES RAMSEY		89892	DEC 17 COMDATA FUEL	0211.6223		GASOLINE
		25.73	LITTLE DUKES RAMSEY		89892	DEC 17 COMDATA FUEL	0211.6223		GASOLINE
		23.65	LITTLE DUKES RAMSEY		89892	DEC 17 COMDATA FUEL	0211.6223		GASOLINE
		31.60	LITTLE DUKES RAMSEY		89892	DEC 17 COMDATA FUEL	0211.6223		GASOLINE

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Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
99011518	1/12/2018		108768 COMDATA NETWORK INC						Continued.
		34.13	LITTLE DUKES RAMSEY		89892	DEC 17 COMDATA FUEL	0211.6223		GASOLINE
		19.75	LITTLE DUKES RAMSEY		89892	DEC 17 COMDATA FUEL	0211.6223		GASOLINE
		25.68	LITTLE DUKES RAMSEY		89892	DEC 17 COMDATA FUEL	0211.6223		GASOLINE
		21.83	LITTLE DUKES RAMSEY		89892	DEC 17 COMDATA FUEL	0211.6223		GASOLINE
		34.49	LITTLE DUKES RAMSEY		89892	DEC 17 COMDATA FUEL	0211.6223		GASOLINE
		21.82	LITTLE DUKES RAMSEY		89892	DEC 17 COMDATA FUEL	0211.6223		GASOLINE
		30.68	LITTLE DUKES RAMSEY		89892	DEC 17 COMDATA FUEL	0211.6223		GASOLINE
		33.50	SUPERAMERICA		89892	DEC 17 COMDATA FUEL	0211.6223		GASOLINE
		37.49	SUPERAMERICA		89892	DEC 17 COMDATA FUEL	0211.6223		GASOLINE
		38.39	SUPERAMERICA		89892	DEC 17 COMDATA FUEL	0211.6223		GASOLINE
		29.00	SUPERAMERICA		89892	DEC 17 COMDATA FUEL	0211.6223		GASOLINE
		39.50	SUPERAMERICA		89892	DEC 17 COMDATA FUEL	0211.6223		GASOLINE
		34.41	CASEYS RAMSEY		89892	DEC 17 COMDATA FUEL	9601.6223		GASOLINE
		65.82	LITTLE DUKES RAMSEY		89892	DEC 17 COMDATA FUEL	9601.6223		GASOLINE
		60.81	LITTLE DUKES RAMSEY		89892	DEC 17 COMDATA FUEL	9601.6223		GASOLINE
		40.36	LITTLE DUKES RAMSEY		89892	DEC 17 COMDATA FUEL	9601.6223		GASOLINE
		68.68	CASEYS RAMSEY		89892	DEC 17 COMDATA FUEL	9602.6223		GASOLINE
		<u>20,274.58</u>							
99304049	1/12/2018		114790 GREAT WEST LIFE AND ANNUITY INS CO						
		8,319.00			89857	01111814180712	9101.2175		DEFERRED COMPENSAT
		<u>8,319.00</u>							
99304727	1/12/2018		114790 GREAT WEST LIFE AND ANNUITY INS CO						
		1,453.61			89858	01111814180713	9101.2176		LIFE/HEALTH-EMPLOYEE
		<u>1,453.61</u>							
99547588	1/12/2018		100223 ICMA RETIREMENT TRUST 457						
		2,115.56			89854	0111181418071	9101.2175		DEFERRED COMPENSAT
		<u>2,115.56</u>							
		<u>246,911.38</u>	Grand Total						
								<u>Payment Instrument Totals</u>	
								Checks	109,069.22
								EFT Payments	<u>137,842.16</u>
								Total Payments	246,911.38

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Bank Account 00002224 CASH IN BANK
Version LOGIS004V
Originator JLIPSKI
Payment Instrument Check Payment
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Payee		Stub	Document				Due	Invoice	Payment
Number	Name / Mailing Address	Message	Ty	Number	Itm	Co	Date	Number	Amount
110789	4IMPRINT	PD USB DRIVE- 4 GB (35)	PV	89784	001	09101	12/27/2017	5988737	281.44
	4IMPRINT P O BOX 320 101 COMMERCE STREET OSHKOSH WI 54901								Summary Total 281.44
									Payment Amount 281.44
107867	ABM EQUIPMENT AND SUPPLY	VALVES	PV	89893	001	09602	1/8/2018	0154523	344.28
	ABM EQUIPMENT AND SUPPLY 333 2ND STREET NE HOPKINS MN 55343								Summary Total 344.28
									Payment Amount 344.28
110402	ADVANCE AUTO PARTS	DEC 2017 PURCHASES	PV	89868	001	09101	12/31/2017	123117	600.40
	ADVANCE AUTO PARTS	DEC 2017 PURCHASES	PV	89868	002	09101	12/31/2017	123117	81.92
	AAP FINANCIAL SERVICES	DEC 2017 PURCHASES	PV	89868	003	09101	12/31/2017	123117	29.50
	P O BOX 742063	DEC 2017 PURCHASES	PV	89868	004	09101	12/31/2017	123117	123.94
	ATLANTA GA 30374-2063								Summary Total 835.76
									Payment Amount 835.76
100017	AIRGAS USA, LLC	MISC GASES	PV	89869	001	09101	12/31/2017	9949934337	30.00
	AIRGAS USA LLC P O BOX 802576 CHICAGO IL 60680-2576								Summary Total 30.00
									Payment Amount 30.00
100035	ANOKA COUNTY CENTRAL COMMUNICATIONS	OCT-DEC 17 STATE INTERNET FEES	PV	89870	001	09101	1/2/2018	2017-068	900.00
	ANOKA COUNTY CENTRAL COMMUNICATIONS 325 EAST MAIN STREET ANOKA MN 55303								Summary Total 900.00
									Payment Amount 900.00
100036	ANOKA COUNTY CHIEFS OF POLICE ASSN	2018 DUES T. FRANKFURTH	PV	89811	001	09101	12/20/2017	TF 122017	138.00
	ANOKA COUNTY CHIEFS OF POLICE ASSN ATTN: KELLY HAIGH (ACSO)	2018 DUES B. BLUML	PV	89812	001	09101	12/20/2017	BB 122017	Summary Total 138.00
									Payment Amount 138.00

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Payee		Stub	Document			Due	Invoice	Payment	
Number	Name / Mailing Address	Message	Ty	Number	Itm	Co	Date	Number	Amount
	ANOKA COUNTY SHERIFF OFFICE								138.00
	13301 HANSON BLVD NW								
	ANDOVER MN 55304								
								Summary Total	138.00
								Payment Amount	276.00
107587	ANOKA COUNTY TREASURY DEPARTMENT	FEB 18 BROADBAND	PV	89894	001	09101	1/9/2018	B180103M	604.50
	ANOKA COUNTY TREASURY DEPARTMENT								604.50
	2100 THIRD AVENUE	2018 DTF GRANT MATCH FUND	PV	89929	001	09290	1/4/2018	S180105H	5,125.00
	ANOKA MN 55303								5,125.00
								Summary Total	5,125.00
								Payment Amount	5,729.50
100052	ANOKA POLICE DEPARTMENT	DEC 17 ANIMAL CONTAINMENT	PV	89921	001	09101	1/8/2018	010818	750.00
	ANOKA POLICE DEPARTMENT								750.00
	275 HARRISON STREET								
	ANOKA MN 55303								
								Summary Total	750.00
								Payment Amount	750.00
100063	ASPEN MILLS	T. FRANKFURTH HEADBANDS	PV	89785	001	09101	12/27/2017	209293	59.25
	ASPEN MILLS								59.25
	8201 C CENTRAL AVE NE	ROTHERING/BURNS RESV- MISC	PV	89786	001	09101	12/29/2017	209406	587.85
	SPRING LAKE PARK MN 55432								587.85
								Summary Total	587.85
								Payment Amount	647.10
100065	ASSOC OF METRO MUNICIPALITIES	CITY DUES 2018	PV	89822	001	09101	1/5/2018	63	4,155.00
	ASSOC OF METRO MUNICIPALITIES								4,155.00
	145 UNIVERSITY AVENUE WEST								
	ST PAUL MN 55103-2044								
								Summary Total	4,155.00
								Payment Amount	4,155.00
101084	BATTERIES PLUS BULBS	12 V LEAD BATTERIES	PV	89813	001	09101	1/4/2018	033-942727	109.90
	BATTERIES PLUS BULBS								109.90
	18180 ZANE STREET NW								
	ELK RIVER MN 55330								
								Summary Total	109.90
								Payment Amount	109.90

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Payee		Stub	Document				Due	Invoice	Payment
Number	Name / Mailing Address	Message	Ty	Number	Itm	Co	Date	Number	Amount
									109.90
116143	BELCO VEHICLE SOLUTIONS LLC	BUCKET SEATS	PV	89895	001	09101	1/5/2018	3221	301.00
	BELCO VEHICLE SOLUTIONS LLC 299 E. NORTH STREET POYNETTE WI 53955							Summary Total	301.00
								Payment Amount	301.00
100086	BLUE VELVET INC	PD WASHES JAN 2018	PV	89814	001	09101	1/3/2018	010318	299.50
	BLUE VELVET INC 14101 ST FRANCIS BLVD RAMSEY MN 55303							Summary Total	299.50
		FD JAN 2018 WASHES	PV	89815	001	09101	1/3/2018	010318A	149.75
								Summary Total	149.75
								Payment Amount	449.25
100647	BOLTON AND MENK INC	COR CENTER STREET	PV	89787	001	09214	12/19/2017	0212076	25,102.00
	BOLTON AND MENK INC 1960 PREMIER DRIVE MANKATO MN 56001-5900							Summary Total	25,102.00
		COR TRAFFIC COUNTS	PV	89788	001	09214	12/19/2017	0212074	4,299.50
								Summary Total	4,299.50
		RIVERDALE EXT PROJECT	PV	89871	001	09402	12/19/2017	0212071	1,723.00
								Summary Total	1,723.00
		RE: PUMA STREET UTIL. IMPRO	PV	89872	001	09601	12/19/2017	0212075	1,307.64
		RE: PUMA STREET UTIL. IMPRO	PV	89872	002	09601	12/19/2017	0212075	3,253.36
								Summary Total	4,561.00
								Payment Amount	35,685.50
100619	BRAUN INTERTEC CORPORATION	ANALYSIS NOV/DEC 2017	PV	89789	001	09201	12/28/2017	B116480	13,227.00
	BRAUN INTERTEC CORPORATION NW 7644 PO BOX 1450 MINNEAPOLIS MN 55485-7644							Summary Total	13,227.00
								Payment Amount	13,227.00
100306	BUREAU OF CRIMINAL APPREHENSION	OCT/DEC 2017	PV	89790	001	09101	12/31/2017	00000453840	390.00
	BUREAU OF CRIMINAL APPREHENSION							Summary Total	390.00

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Payment Instrument Check Payment
Pay Through Date 12/31/2018

Payee	Stub	Document	Due	Invoice	Payment
Number	Name / Mailing Address	Ty Number Itm Co	Date	Number	Amount
					299.00
100144	DEHN OIL COMPANY	PV 89898 001 09101	1/4/2018	59036	300.00
	DEHN OIL COMPANY			Summary Total	300.00
	6735 141ST AVENUE NW	PV 89899 001 09101	1/4/2018	59035	1,369.35
	RAMSEY MN 55303			Summary Total	1,369.35
				Payment Amount	1,669.35
100158	ECM PUBLISHERS INC	PV 89793 001 09101	12/29/2017	561165	69.88
	ECM PUBLISHERS INC			Summary Total	69.88
	4095 COON RAPIDS BLVD	PV 89875 001 09435	12/29/2017	561166	193.50
	COON RAPIDS MN 55433			Summary Total	193.50
				AMEND CITY CODE 117	75.25
				Summary Total	75.25
				Payment Amount	338.63
100160	EH RENNER AND SONS INC	PV 89877 001 09601	12/31/2017	000159980000	32,850.00
	EH RENNER AND SONS INC			Summary Total	32,850.00
	15688 JARVIS STREET			Payment Amount	32,850.00
	ELK RIVER MN 55330				
100164	ELECTRIC SYSTEMS OF ANOKA INC	PV 89794 001 09101	12/26/2017	6895	141.50
	ELECTRIC SYSTEMS OF ANOKA INC			Summary Total	141.50
	6314 HIGHWAY 10 NW			Payment Amount	141.50
	ANOKA MN 55303				
104267	ELITE SANITATION	PV 89889 001 09101	1/4/2018	24575	162.00
	ELITE SANITATION			Summary Total	162.00
	PO BOX 526			Payment Amount	162.00
	ELK RIVER MN 55330				
100733	ELK RIVER WINLECTRIC CO	PV 89900 001 09601	1/3/2018	271804 00	33.40

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Payee	Stub	Document	Due	Invoice	Payment
Number	Name / Mailing Address	Ty Number Itm Co	Date	Number	Amount
	ELK RIVER WINLECTRIC CO 12777 MEADOWVALE ROAD SUITE A ELK RIVER MN 55330	Summary Total			33.40
		Payment Amount			33.40
100169	EMERGENCY APPARATUS MAINTENANCE INC	WORK ON 565	PV 89901 001 09101	1/3/2018 96704	2,965.45
	EMERGENCY APPARATUS MAINTENANCE INC 7512 4TH AVENUE LINO LAKES MN 55014	WORK ON 565	Summary Total		2,965.45
			PV 89902 001 09101	1/3/2018 96675	11,235.80
			Summary Total		11,235.80
		WORK ON 556	PV 89922 001 09101	12/31/2017 97787	533.46
			Summary Total		533.46
			Payment Amount		14,734.71
107099	FASTENAL	MISC SUPPLIES	PV 89817 001 09101	1/2/2018 MNTC8160235	14.11
	FASTENAL COMPANY P O BOX 1286 WINONA MN 55987	MISC PARTS	Summary Total		14.11
			PV 89903 001 09101	1/4/2018 MNTC8160297	38.22
			Summary Total		38.22
		MISC PARTS	PV 89904 001 09101	1/5/2018 MNTC8160320	18.15
			Summary Total		18.15
			Payment Amount		70.48
100143	FERGUSON WATERWORKS # 2516	NEPTUNE REP	PV 89818 001 09601	1/2/2018 0270554	133.93
	FERGUSON WATERWORKS 2516 P O BOX 802817 CHICAGO IL 60680-2817		Summary Total		133.93
			Payment Amount		133.93
112421	FIRST SCRIBE	JAN 2018 ROWAY WEB	PV 89905 001 09101	1/1/2018 2475663	200.00
	FIRST SCRIBE 110 CHESHIRE LANE SUITE 105 MINNETONKA MN 55305		Summary Total		200.00
			Payment Amount		200.00
100189	G AND K SERVICES INC	FD MATS	PV 89795 001 09101	12/27/2017 6006841761	13.20
	G AND K SERVICES INC P O BOX 842385	UNIFORM CLEANING	Summary Total		13.20
			PV 89906 001 09101	1/3/2018 6006853004	5.00

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Payee		Stub	Document				Due	Invoice	Payment
Number	Name / Mailing Address	Message	Ty	Number	Itm	Co	Date	Number	Amount
	BOSTON MA 02284-2385	UNIFORM CLEANING	PV	89906	002	09101	1/3/2018	6006853004	21.00
		UNIFORM CLEANING	PV	89906	003	09101	1/3/2018	6006853004	29.47
		UNIFORM CLEANING	PV	89906	004	09101	1/3/2018	6006853004	29.48
				Summary Total					84.95
				Payment Amount					98.15
111473	GFOA	DUES 2018 A. MCINTIRE	PV	89819	001	09101	1/4/2018	300095324	150.00
	GFOA 203 N LASALLE STREET SUITE 2700 CHICAGO IL 60601-1216			Summary Total					150.00
				Payment Amount					150.00
106042	GLOCK INC.	GUN REPLACE/REPAIR PARTS	PV	89930	001	09101	1/12/2018	011218	163.19
	GLOCK INC. PO BOX 369 SMYRNA GA 30081			Summary Total					163.19
				Payment Amount					163.19
100200	GOPHER STATE ONE CALL INC	DEC 2017 SERVICE	PV	89890	001	09601	12/31/2017	7120670	31.50
	GOPHER STATE ONE CALL	DEC 2017 SERVICE	PV	89890	002	09601	12/31/2017	7120670	31.50
	7223 PARKWAY DRIVE	DEC 2017 SERVICE	PV	89890	003	09601	12/31/2017	7120670	31.50
	SUITE 210 HANOVER MD 21076-1317			Summary Total					94.50
				Payment Amount					94.50
100650	GRAINGER	MISC SUPPLIES	PV	89907	001	09101	1/9/2018	9663089291	20.84
	GRAINGER INC DEPT. 806511127 PALATINE IL 60038-0001			Summary Total					20.84
				Payment Amount					20.84
109910	GREAT NORTHERN LANDSCAPE INC	ADD 1 ZONE NO COMMON PRK	PV	89796	001	09805	12/22/2017	12507	2,489.00
	GREAT NORTHERN LANDSCAPE INC 19720 IGUANA STREET NW ELK RIVER MN 55330			Summary Total					2,489.00
				Payment Amount					2,489.00

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Payee	Stub	Document	Due	Invoice	Payment				
Number	Name / Mailing Address	Message	Ty	Number	Item	Co	Date	Number	Amount
100209	HAKANSON ANDERSON ASSOC INC	RE:RIVERS BEND AREA DEC 17	PV	89878	001	09435	12/19/2017	39310	3,428.00
	HAKANSON ANDERSON ASSOC INC			Summary Total					3,428.00
	3601 THURSTON AVENUE	RE: STANHOPE TER AREA DEC 17	PV	89879	001	09435	12/19/2017	39311	3,910.00
	ANOKA MN 55303-1063			Summary Total					3,910.00
				Payment Amount					7,338.00
112992	HENNEPIN COUNTY MEDICAL CENTER	EMT REFRESHER- 2 OFFICERS	PV	89923	001	09101	12/31/2017	54058	850.00
	HENNEPIN COUNTY MEDICAL CENTER			Summary Total					850.00
	P O BOX 860047			Payment Amount					850.00
	MINNEAPOLIS MN 55458								
112475	INNOVATIVE OFFICE SOLUTIONS	OFFICE SUPPLIES	PV	89908	001	09101	1/5/2018	IN1886139	13.86
	INNOVATIVE OFFICE SOLUTIONS			Summary Total					13.86
	AB # 1004	OFFICE SUPPLIES	PV	89909	001	09101	1/5/2018	IN1886125	11.49
	P O BOX 249004			Summary Total					11.49
	APPLE VALLEY MN	MISC OFFICE SUPPLIES	PV	89910	001	09101	1/4/2018	IN1884593	56.60
	55124-9017	MISC OFFICE SUPPLIES	PV	89910	002	09101	1/4/2018	IN1884593	85.04
				Summary Total					141.64
		MISC OFFICE SUPPLIES	PV	89911	001	09101	1/5/2018	IN1885350	43.64
		MISC OFFICE SUPPLIES	PV	89911	002	09101	1/5/2018	IN1885350	78.08
				Summary Total					121.72
		MISC OFFICE SUPPLIES	PV	89912	001	09101	1/4/2018	IN1884630	64.94
				Summary Total					64.94
		2017 PURCHASE RETURNED	PD	89924	001	09101	1/4/2018	RMA-072483	32.99-
				Summary Total					32.99-
		2017 PURCHASE RETURNED	PD	89925	001	09101	1/4/2018	RMA-072485	19.38-
				Summary Total					19.38-
				Payment Amount					301.28
100266	LOGIS	LMC ADOBE NOV 17	PV	89797	001	09101	11/30/2017	44595	5,580.00

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Payee	Stub	Document	Due	Invoice	Payment				
Number	Name / Mailing Address	Message	Ty	Number	Item	Co	Date	Number	Amount
	LOCAL GOVERNMENT INFORMATION SYSTEMS ASS 5750 DULUTH STREET GOLDEN VALLEY MN 55422-4036				Summary Total				5,580.00
					Payment Amount				5,580.00
100274	MAMA MAMA 145 UNIVERSITY AVENUE WEST ST PAUL MN 55103-2044	2018 DUES- K. ULRICH	PV	89913	001	09101	1/11/2018	2738	45.00
					Summary Total				45.00
					Payment Amount				45.00
106616	MARTIN MCALLISTER, INC MARTIN MCALLISTER, INC 3900 IDS CENTER MINNEAPOLIS MN 55402	2 EVAL-MCGUIRE, MORETTO	PV	89798	001	09101	12/31/2017	11423	2,000.00
					Summary Total				2,000.00
					Payment Amount				2,000.00
100283	MENARDS COON RAPIDS MENARDS COON RAPIDS 3045 MAIN STREET COON RAPIDS MN 55433	MISC SUPPLIES	PV	89915	001	09101	1/7/2018	64870	120.01
					Summary Total				120.01
					Payment Amount				120.01
100284	MENARDS ELK RIVER MENARDS ELK RIVER 19521 EVANS STREET NW ELK RIVER MN 55330-1077	MISC SUPPLIES	PV	89799	001	09601	12/27/2017	48547	51.75
					Summary Total				51.75
		MISC SUPPLIES	PV	89820	001	09101	1/1/2018	48848	142.65
					Summary Total				142.65
		MISC SUPPLIES	PV	89880	001	09101	12/30/2017	48737	19.98
					Summary Total				19.98
		MISC SUPPLIES	PV	89914	001	09101	1/6/2018	49254	104.40
					Summary Total				104.40
		MISC SUPPLIES	PV	89916	001	09101	1/7/2018	49290	176.28
					Summary Total				176.28
		MISC SUPPLIES	PV	89917	001	09601	1/5/2018	49170	77.53
					Summary Total				77.53
		MISC SUPPLIES	PV	89918	001	09601	1/2/2018	48922	463.07
					Summary Total				463.07
					Payment Amount				1,035.66

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Payee		Stub	Document			Due	Invoice	Payment	
Number	Name / Mailing Address	Message	Ty	Number	Itm	Co	Date	Number	Amount
100285	MET COUNCIL ENVIRONMENTAL SRV	WASTE WATER FEB 2018	PV	89821	001	09602	1/5/2018	0001076854	63,101.29
	MET COUNCIL ENVIRONMENTAL SRV P O BOX 856513 MINNEAPOLIS MN 55485-6513								Summary Total 63,101.29
									Payment Amount 63,101.29
100289	METRO SALES INC	2017 CONTRACT OCT/DEC	PV	89926	001	09101	1/4/2018	INV975663	2,131.10
	METRO SALES INC	2017 CONTRACT OCT/DEC	PV	89926	002	09101	1/4/2018	INV975663	636.56
	1620 EAST 78TH STEET MINNEAPOLIS MN 55423								Summary Total 2,767.66
									Payment Amount 2,767.66
100617	MN CRIME PREVENTION ASSOCIATION	DUES 2018 M. SCHANTZEN	PV	89823	001	09101	1/3/2018	010318	45.00
	MINNESOTA CRIME PREVENTION ASSOCIATION 1430 MARYLAND AVE E	2018 DUES D. MOLDENHAUER	PV	89824	001	09101	1/3/2018	010318A	45.00
	ST PAUL MN 55106								Summary Total 45.00
									Payment Amount 90.00
100621	MN DNR ECO WATERS	2017 WATER APPROPRIATIONS	PV	89800	001	09601	1/2/2018	010218	12,794.69
	MN DNR ECO WATERS MINNESOTA DNR- OMB 500 LAFAYETTE ROAD BOX 10 ST PAUL MN 55155-4048								Summary Total 12,794.69
									Payment Amount 12,794.69
102950	MN RURAL WATER ASSOCIATION	2018 CONF-REIMER,DUBE, GRAF	PV	89825	001	09601	1/3/2018	010318	690.00
	MINNESOTA RURAL WATER ASSOCIATION 217 12TH AVENUE SE ELBOW LAKE MN 56531								Summary Total 690.00
									Payment Amount 690.00

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Payee	Stub	Document	Due	Invoice	Payment			
Number	Name / Mailing Address	Ty	Number	Item	Co	Date	Number	Amount
RAMSEY MN 55303					Summary Total	250.00		
					Payment Amount	350.00		
110480	OPUS 21 MANAGEMENT SOLUTIONS	NOV 2017 SERVICES	PV	89805 001	09601	12/29/2017	171157	133.96
	OPUS 21 MANAGEMENT SOLUTIONS	NOV 2017 SERVICES	PV	89805 002	09601	12/29/2017	171157	133.96
	680 COMMERCE DRIVE SUITE 160	NOV 2017 SERVICES	PV	89805 003	09601	12/29/2017	171157	133.96
	WOODBURY MN 55125	NOV 2017 SERVICES	PV	89805 004	09601	12/29/2017	171157	133.96
		NOV 2017 SERVICES	PV	89805 005	09601	12/29/2017	171157	133.96
					Summary Total	669.80		
		OCT 2017 SERVICES	PV	89806 001	09601	12/29/2017	171053	2,499.90
		OCT 2017 SERVICES	PV	89806 002	09601	12/29/2017	171053	2,499.90
		OCT 2017 SERVICES	PV	89806 003	09601	12/29/2017	171053	2,499.90
		OCT 2017 SERVICES	PV	89806 004	09601	12/29/2017	171053	2,499.90
		OCT 2017 SERVICES	PV	89806 005	09601	12/29/2017	171053	2,499.87
					Summary Total	12,499.47		
		DEC 2017 SERVICE	PV	89882 001	09601	1/6/2018	171247	27.14
		DEC 2017 SERVICE	PV	89882 002	09601	1/6/2018	171247	27.14
		DEC 2017 SERVICE	PV	89882 003	09601	1/6/2018	171247	27.14
		DEC 2017 SERVICE	PV	89882 004	09601	1/6/2018	171247	27.14
		DEC 2017 SERVICE	PV	89882 005	09601	1/6/2018	171247	27.15
					Summary Total	135.71		
					Payment Amount	13,304.98		
111488	POPP.COM INC	DEC 2017 SERVICE	PV	89883 001	09101	12/31/2017	992459197	116.37
	POPP.COM INC	DEC 2017 SERVICE	PV	89883 002	09101	12/31/2017	992459197	26.45
	620 MENDELSSOHN AVENUE	DEC 2017 SERVICE	PV	89883 003	09101	12/31/2017	992459197	31.74
	NORTH SUITE 101							
	GOLDEN VALLEY MN 55427	DEC 2017 SERVICE	PV	89883 004	09101	12/31/2017	992459197	179.85
		DEC 2017 SERVICE	PV	89883 005	09101	12/31/2017	992459197	31.74
		DEC 2017 SERVICE	PV	89883 006	09101	12/31/2017	992459197	89.92
		DEC 2017 SERVICE	PV	89883 007	09101	12/31/2017	992459197	37.03
		DEC 2017 SERVICE	PV	89883 008	09101	12/31/2017	992459197	108.66
		DEC 2017 SERVICE	PV	89883 009	09101	12/31/2017	992459197	86.67
		DEC 2017 SERVICE	PV	89883 010	09101	12/31/2017	992459197	106.36
		DEC 2017 SERVICE	PV	89883 011	09101	12/31/2017	992459197	57.77
					Summary Total	872.56		
					Payment Amount	872.56		
112959	PREMIUM WATERS INC	DEC 17 WATER	PV	89927 001	09101	12/31/2017	621331-12-17	38.19

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Number	Name / Mailing Address	Message	Ty	Number	Item	Co	Date	Number	Amount
100485	TIMESAVER OFF SITE SECRETARIAL INC	DEC 2017 MEETINGS	PV	89809	001	09101	12/29/2017	M23466	380.00
	TIMESAVER OFF SITE SECRETARIAL INC 5291 RIVER OAK DRIVE SAVAGE MN 55378							Summary Total	380.00
								Payment Amount	380.00
112079	TOKLE INSPECTIONS INC	DEC 2017 SERVICE	PV	89886	001	09101	1/1/2018	010118	3,356.25
	TOKLE INSPECTIONS INC 1748 123RD AVENUE NW COON RAPIDS MN 55448							Summary Total	3,356.25
								Payment Amount	3,356.25
107705	TWIN CITY GARAGE DOOR CO	MISC PARTS	PV	89887	001	09101	12/27/2017	497103	1,077.00
	TWIN CITY GARAGE DOOR CO 5601 BOONE AVE N MINNEAPOLIS MN 55428							Summary Total	1,077.00
								Payment Amount	1,077.00
111742	TWIN CITY WATER CLINIC INC	15 WATER TESTS DEC 2017	PV	89888	001	09601	12/28/2017	10923	300.00
	TWIN CITY WATER CLINIC INC 617 13TH AVENUE SOUTH HOPKINS MN 55343							Summary Total	300.00
								Payment Amount	300.00
105628	WELLS CATERING SERVICE	CC MEAL 1/9/2018	PV	89936	001	09101	1/9/2018	43656	81.23
	WELLS CATERING SERVICE 7533 SUNWOOD DRIVE SUITE 108 RAMSEY MN 55303							Summary Total	81.23
								Payment Amount	81.23
100529	WENDELL'S INC	SIGN- C. MCGUIRE	PV	89920	001	09101	1/4/2018	2252096	6.45
	WENDELL'S INC 6601 BUNKER LAKE BLVD PO BOX 458 RAMSEY MN 55303-0458							Summary Total	6.45

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Payee	Stub	Document	Due	Invoice	Payment	
Number	Name / Mailing Address	Message	Ty Number Itm Co	Date	Number	Amount
111093	DOUGLAS KERR UNDERGROUND LLC	PAY EST 2 PUMA UTIL IMPROV	PV 89938 001 09602	1/12/2018	011218	237,425.50
	DOUGLAS KERR UNDERGROUND LLC	PAY EST 2 PUMA UTIL IMPROV	PV 89938 002 09602	1/12/2018	011218	140,696.59
	P O BOX 85	PAY EST 2 PUMA UTIL IMPROV	PV 89938 003 09602	1/12/2018	011218	21,584.14
MORA MN 55051					Summary Total	399,706.23
					Payment Amount	399,706.23
101234	NORTH VALLEY, INC	PAY EST 5 MISS RIVER TRAIL	PV 89939 001 09805	1/17/2018	011718	8,155.41
	NORTH VALLEY, INC 20015 IGUANA STREET NW NOWTHEN MN 55330				Summary Total	8,155.41
					Payment Amount	8,155.41
101126	SAUTER AND SONS INC	FINAL PAY EST SUNFISH STATION	PV 89940 001 09410	12/22/2017	122217	51,302.10
	SAUTER AND SONS INC 6651 141ST AVE NW RAMSEY MN 55303				Summary Total	51,302.10
					Payment Amount	51,302.10
					Total Amount to be Processed	459,163.74
					Total Number of Payments to be Processed	3

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #18-021

RESOLUTION APPROVING CASH DISBURSEMENTS MADE AND AUTHORIZING PAYMENT OF ACCOUNTS PAYABLE INVOICING RECEIVED DURING THE PERIOD OF JANUARY 4, 2018 THROUGH JANUARY 17, 2018.

WHEREAS, the City of Ramsey Finance Department has made cash disbursements and received accounts payable invoicing during the period of January 4, 2018, through January 17, 2018, in the amount of \$1,128,589.98 and

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

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

- 1) That the Ramsey City Council hereby approves the cash disbursements made and authorizes payment of the accounts payable invoices as detailed in the attached Bills List for the period January 4, 2018, through January 17, 2018, in the amount of \$ 1,125,589.98.

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

and the following voted against the same:

and the following abstained:

and the following were absent:

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 23rd day of January, 2018.

Mayor

ATTEST:

City Clerk

CC Regular Session

4. 3.

Meeting Date: 01/23/2018

Submitted For: Patrick Brama, Administrative Services

By: Patrick Brama, Administrative Services

Information

Title

Adopt Resolution #18-020 Authorizing Final Payment to Sauter and Sons for Demolition of Former Sunfish Lake Gas Station

Purpose/Background:

Purpose/Background:

6401 Highway 10 was purchased by the City of Ramsey via the State R.O.W. Acquisition Loan Fund (RALF Program) in June 2017. The City purchased 6401 Highway 10 with the intent to demolish the existing blighted building and to clean up the site.

The City hired Hakanson Anderson to develop plans and specs for this project, and to manage the demolition process. Hakanson Anderson completed plans and specs, and obtained quotes from contractors in September 2017.

A contract was awarded to Sauter and Son's to demolish and clean up the site in October 2017. Demolition and clean up was completed in November 2017. The purpose of this case is to make payment to Sauter and Son for their work.

The next step in this process is to lay asphalt over the former building pad location (currently gravel). That work will occur in the early summer 2018. Staff is working with Hakanson Anderson now to develop plans and go out for quotes.

For detailed background information, please reference the attached previous cases (CCRS October 2016, CCRS January 2017, CCRS April 2017, CCRS July 2017, CCWS August 2017, October 2017 CCRS).

Observations/Alternatives:

Issuing final payment is contingent on receipt of the following items from the prime and sub-contractors;

- IC 134's (Contractor's Withholding Affidavit showing compliance with the provisions of Minnesota Statute 290.92 requiring withholding state income tax);
- Waiver of Mechanic's Lien Rights (Affidavits that all claims against the prime contractor by reasons of the contract have been fully paid or satisfactorily secured; and
- Consent of Surety to Final Payment (Certification from the prime contractor's surety).

Staff has received copies of these items so final payment may be issued upon Council approval.

Funding Source:

RALF Fund and MN RALF Program

Recommendation:

See attached recommendation from Hakanson Anderson. The engineer's estimation was \$75,000, the approved project budget was \$52,300, the original contract award was \$44,800, and the final payment is \$51,302.10.

Action:

Motion to:

Adopt Resolution #18-020 authorizing final payment to Sauter and Son's for the demolition of the former Sunfish Lake Gas Station.

Attachments

Res 18 020

Recommendation

Final Pay App

Budget

Contract

Form Review

Inbox

Kurt Ulrich
Patrick Brama (Originator)
Bruce Westby
Kurt Ulrich
Form Started By: Patrick Brama
Final Approval Date: 01/18/2018

Reviewed By

Kathy Schmitz
Patrick Brama
Bruce Westby
Kurt Ulrich

Date

01/17/2018 03:38 PM
01/17/2018 03:46 PM
01/18/2018 10:31 AM
01/18/2018 01:39 PM
Started On: 01/16/2018 09:39 PM

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #18-020

RESOLUTION AUTHORIZING FINAL PAYMENT TO SAUTER AND SONS FOR DEMOLITION OF FORMER SUNFISH LAKE GAS STATION

WHEREAS, pursuant to a motion from the City Council on July 25, 2017, the City Council authorized Hakanson Anderson to develop final plans and specifications and authorized advertisement for quotes for said demolition project; and

WHEREAS, Hakanson Anderson's estimated cost for said demolition project was \$75,000; and

WHEREAS, pursuant to a motion of the City Council adopted on October 10, 2017 the quote of Sauter and Son's in the amount of \$44,800.00 for the total quote is the lowest responsible quote; and

WHEREAS, pursuant to a motion of the City Council adopted on October 10, 2017 a contract for said project was authorized to Sauter and Son's in the amount of \$44,800.00, and a \$7,500 project contingency was authorized, for a total project budget amount of \$52,300; and

WHEREAS, Field Change #1, in the amount of \$4,998.00 covered the cost for unanticipated fill due to foundation pieces larger than shown in plans; and

WHEREAS, Field Change #2, in the amount of \$1,054.10 covered the cost for disposing of sludge; and

WHEREAS, Field Changes totaled \$6,052.10, increasing the total Sauter and Son's Contract to \$51,302.10; and

WHEREAS, as of January 9, 2018 zero payments have been made; and

WHEREAS, the Hakanson Anderson has inspected the completed work and recommends final payment to Sauter and Son in the amount of \$51,302.10.

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

- 1) That the City Council hereby authorizes final payment to Sauter and Sons for the demolition of the former Sunfish Lake Gas Station in the amount of \$51,302.10.
- 2) That the City Council hereby accepts the project and authorizes the Mayor or City Administrator to sign the release form for this payment.

- 3) That the total amount of this payment is not included in resolutions approving payment of bills for the date January 23, 2018.
- 4) That the City of Ramsey Finance Department will be provided a signed copy of this resolution.

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

TBD

and the following voted against the same:

TBD

and the following abstained:

TBD

and the following were absent:

TBD

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 23rd day of January, 2018.

Mayor

ATTEST:

City Clerk

December 22, 2017

Patrick Brama
City of Ramsey
7550 Sunwod Drive
Ramsey, MN 55303

RE: Sunfish Lake Gas Station Demolition Project

Dear Mr. Brama:

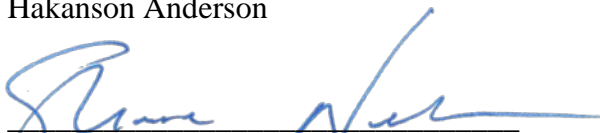
Please find attached the final payment application for the Sunfish Lake Gas Station Demolition project. The project is now complete and went well. There were two field change directives issued for the project due to unforeseen conditions, described below.

During demolition, it was learned that the concrete footings for the pump canopy were significantly larger than depicted in the original building plans. Therefore, when the concrete footings were removed there was a significant void to be filled. The Contractor imported and placed sand fill at an additional cost of \$4,998.00 to fill the void.

The other field change directive was related to the removal of sludge from the one of the underground tanks in the car wash. The sludge was not identified in the Pre-Demolition Report prepared by others, but it appeared somewhat nasty and therefore was assumed to be hazardous waste. Rather than pay additional testing costs and possible delay charges, there was a field decision to haul the sludge to a landfill that would accept the material for an additional cost of \$1,054.10.

Therefore, we recommend final payment in the amount of \$51,302.10 to Sauter & Sons, Inc. Please contact me if you have any questions and thank you for the opportunity to work with the City of Ramsey on this project.

Sincerely,
Hakanson Anderson

A handwritten signature in blue ink, appearing to read 'Shane Nelson', written over a horizontal line.

Shane M. Nelson, Project Engineer

SMN:dmb

Attachment

Contractor's Application for Final Payment

1

To (Owner): City of Ramsey	Application Period: November 1, 2017 thru December 7, 2017	Application Date: December 13, 2017
Project: Sunfish Lake Gas Station Demolition	From (Contractor): Sauter & Sons	Via (Engineer): Hakanson Anderson

**Application For Payment
Field Change Directive Summary**

Approved Change Orders					
Number	Additions	Deductions			
1	\$4,998.00				
2	\$1,054.10				
TOTALS			\$6,052.10	\$0.00	
NET CHANGE BY FIELD CHANGES			\$6,052.10		

1. ORIGINAL CONTRACT PRICE.....	\$	\$44,800.00
2. Net change by Field Changes.....	\$	\$6,052.10
3. Current Contract Price (Line 1 ± 2).....	\$	\$50,852.10
4. TOTAL COMPLETED AND STORED TO DATE	\$	\$51,302.10
5. RETAINAGE:		
a. 0% X Work Completed.....	\$	\$0.00
b. 0% X Stored Material.....	\$	\$0.00
c. Total Retainage (Line 5.a + Line 5.b).....	\$	\$0.00
6. AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5.c)...	\$	\$51,302.10
7. LESS PREVIOUS PAYMENTS.....	\$	
8. AMOUNT DUE THIS APPLICATION.....	\$	\$51,302.10

Contractor's Certification	
The undersigned Contractor certifies, to the best of its knowledge, the following:	
(1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment;	
(2) Title to all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all Liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such Liens, security interest, or encumbrances); and	
(3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.	
Contractor Signature	
By:	Date: <u>12-22-17</u>

ENGINEER: HAKANSON ANDERSON
 Certification: We recommend payment for work and quantities shown.

 (Engineer) 12/22/2017
(Date)

OWNER: CITY OF RAMSEY

 (Owner) _____
(Date)

Please verify the amount of previous payments, and the receipt of the following items prior to making payment.

1. Certificate of claims payment (lien waiver),
2. Affidavit of payment of States taxes (MN State TAX Form IC 134),
3. Letter of consent from surety firm.

**FINAL PAYMENT
CITY OF RAMSEY
SUNFISH LAKE GAS STATION DEMOLITION**

QUOTE SCHEDULE

ITEM NO.	ITEM DESCRIPTION	ESTIMATED QUANTITY	UNIT	CONTRACT UNIT PRICE	CONTRACT AMOUNT	USED TO DATE	EXTENSION
1	BUILDING DEMOLITION AND REMOVAL	1.00	LUMP SUM	\$30,000.00	\$ 30,000.00	1.00	\$ 30,000.00
2	COMMON EXCAVATION (P)	100	CU YD	\$5.00	\$ 500.00	100	\$ 500.00
3	SUBGRADE PREPARATION	1	LUMP SUM	\$3,000.00	\$ 3,000.00	1	\$ 3,000.00
4	PLACING AGGREGATE SURFACING CLASS 5 MODIFIED	750	CU YD	\$10.00	\$ 7,500.00	795	\$ 7,950.00
5	INLET PROTECTION	3	EACH	\$100.00	\$ 300.00	3	\$ 300.00
6	EROSION CONTROL	1	LUMP SUM	\$2,000.00	\$ 2,000.00	1	\$ 2,000.00
7	TRAFFIC CONTROL	1	LUMP SUM	\$1,500.00	\$ 1,500.00	1	\$ 1,500.00
QUOTE SCHEDULE					\$ 44,800.00		\$ 45,250.00

FIELD CHANGE DIRECTIVE

ITEM NO.	ITEM DESCRIPTION	ESTIMATED QUANTITY	UNIT	CONTRACT UNIT PRICE	CONTRACT AMOUNT	USED TO DATE	EXTENSION
1	IMPORT & PLACE SAND FILL	357	CU YD	\$14.00	-	357	\$ 4,998.00
2	SLUDGE DISPOSAL	1	LUMP SUM	\$1,054.10	-	1	\$ 1,054.10
							\$ 6,052.10

SUMMARY OF WORK COMPLETED TO DATE

QUOTE SCHEDULE	<u>\$ 45,250.00</u>
FIELD CHANGE DIRECTIVE	<u>\$ 6,052.10</u>
TOTAL WORK COMPLETED TO DATE	<u>\$51,302.10</u>

6401 Hwy 10
Demolition & Site Clean Up
Project Budget, 10/06/2017

Demolition and Site Clean Up	\$ 44,800.00
Project Contingency (10% of Engineer's Estimate)	\$ 7,500.00
Total	\$ 52,300.00

DOCUMENT 00 52 00
STANDARD FORM OF AGREEMENT

THIS AGREEMENT is by and between City of Ramsey ("Owner") and Sauter & Sons, Inc ("Contractor"). Owner and Contractor hereby agree as follows:

ARTICLE 1 – WORK

1.01 Contractor shall complete all Work as specified or indicated in the Contract Documents. The Work is generally described as follows:

Demolition of convenience store/gas station, hauling and placing Class 5 surfacing, and associated sediment control and traffic control.

ARTICLE 2 – THE PROJECT

2.01 The Project, of which the Work under the Contract Documents is a part, is generally described as follows:

Sunfish Lake Gas Station Demolition.

ARTICLE 3 – ENGINEER

3.01 The Project has been designed by Hakanson Anderson.

3.02 The Owner has retained Hakanson Anderson ("Engineer") to act as Owner's representative, assume all duties and responsibilities, and have the rights and authority assigned to Engineer in the Contract Documents in connection with the completion of the Work in accordance with the Contract Documents.

ARTICLE 4 – CONTRACT TIMES

4.01 *Time of the Essence*

A. All time limits for Milestones, if any, Substantial Completion, and completion and readiness for final payment as stated in the Contract Documents are of the essence of the Contract.

4.02 *Contract Times: Dates*

A. Demolition and removal of building and all of its components, demolition and removal of canopy, demolition and removal of signs and foundations. All Work including Bituminous Pavement Removal, Concrete Removal, Removals, Grading, Construction of Aggregate Surfacing, Erosion Control and Restoration will be substantially completed on or before November 22, 2017, and completed and ready for final payment in accordance with Paragraph 15.06 of the General Conditions on or before November 22, 2017.

4.03 *Liquidated Damages*

A. Contractor and Owner recognize that time is of the essence as stated in Paragraph 4.01 above and that Owner will suffer financial and other losses if the Work is not completed and Milestones not achieved within the times specified in Paragraph 4.02 above, plus any extensions thereof allowed in accordance with the

Contract. The parties also recognize the delays, expense, and difficulties involved in proving in a legal or arbitration proceeding the actual loss suffered by Owner if the Work is not completed on time. Accordingly, instead of requiring any such proof, Owner and Contractor agree that as liquidated damages for delay (but not as a penalty):

1. *Substantial Completion*: Contractor shall pay Owner \$300 for each day that expires after the time (as duly adjusted pursuant to the Contract) specified in Paragraph 4.02.A above for Substantial Completion until the Work is substantially complete.
2. *Completion of Remaining Work*: After Substantial Completion, if Contractor shall neglect, refuse, or fail to complete the remaining Work within the Contract Time (as duly adjusted pursuant to the Contract) for completion and readiness for final payment, Contractor shall pay Owner \$300 for each day that expires after such until the Work is completed and ready for final payment.
3. Liquidated damages for failing to timely attain Substantial Completion and final completion are not additive and will not be imposed concurrently.

4.04 *Special Damages*

- A. In addition to the amount provided for liquidated damages, Contractor shall reimburse Owner (1) for any fines or penalties imposed on Owner as a direct result of the Contractor's failure to attain Substantial Completion according to the Contract Times, and (2) for the actual costs reasonably incurred by Owner for engineering, construction observation, inspection, and administrative services needed after the time specified in Paragraph 4.02 for Substantial Completion (as duly adjusted pursuant to the Contract), until the Work is substantially complete.
- B. After Contractor achieves Substantial Completion, if Contractor shall neglect, refuse, or fail to complete the remaining Work within the Contract Times, Contractor shall reimburse Owner for the actual costs reasonably incurred by Owner for engineering, construction observation, inspection, and administrative services needed after the time specified in Paragraph 4.02 for Work to be completed and ready for final payment (as duly adjusted pursuant to the Contract), until the Work is completed and ready for final payment.

ARTICLE 5 – CONTRACT PRICE

- 5.01 Owner shall pay Contractor for completion of the Work in accordance with the Contract Documents the amounts that follow, subject to adjustment under the Contract:
- A. For all Unit Price Work, an amount equal to the sum of the extended prices (established for each separately identified item of Unit Price Work by multiplying the unit price times the actual quantity of that item).
 - B. The extended prices for Unit Price Work set forth as the Effective Date of the Contract are based on estimated quantities. As provided in Paragraph 13.03 of the General Conditions, estimated quantities are not guaranteed, and determinations of the actual quantities and classifications are to be made by Engineer.
 - C. Contractor's Quote is attached hereto as an exhibit.

ARTICLE 6 – PAYMENT PROCEDURES

6.01 *Submittal and Processing of Payments*

- A. Contractor shall submit Applications for Payment in accordance with Article 15 of the General Conditions. Applications for Payment will indicate the amount of Contractor's fee then payable. Applications for Payment will be processed by Engineer as provided in the General Conditions.

6.02 *Progress Payments; Retainage*

- A. Owner shall make progress payments on account of the Contract Price on the basis of Contractor's Applications for Payment as recommended by Engineer on or about the 2nd Tuesday of each month during construction as provided in Paragraphs 6.02.A.1 and 6.02.A.2 below, provided that such Applications for Payment have been submitted in a timely manner and otherwise meet the requirements of the Contract. All such payments will be measured by the Schedule of Values established as provided in the General Conditions (and in the case of Unit Price Work based on the number of units completed) or, in the event there is no Schedule of Values, as provided elsewhere in the Contract.

1. *For Cost of the Work:* Progress payments on account of the Cost of the Work will be made:

- a. Prior to Substantial Completion, progress payments will be made in an amount equal to the percentage indicated below but, in each case, less the aggregate of payments previously made and less such amounts as Owner may withhold, including but not limited to liquidated damages, in accordance with the Contract:
 - 1) 95 percent Cost of Work completed (with the balance being retainage). If the Work has been 50 percent completed as determined by Engineer, and if the character and progress of the Work have been satisfactory to Owner and Engineer, then as long as the character and progress of the Work remain satisfactory to Owner and Engineer, there will be no additional retainage; and
 - 2) 75 percent of cost of materials and equipment not incorporated in the Work (with the balance being retainage).
- b. Upon Substantial Completion, Owner shall pay an amount sufficient to increase total payments to Contractor to 95 percent of the Work completed, less such amounts set off by Owner pursuant to Paragraph 15.01.E of the General Conditions, and less 100 percent of Engineer's estimate of the value of Work to be completed or corrected as shown on the punch list of items to be completed or corrected prior to final payment.

6.03 *Final Payment*

- A. Upon final completion and acceptance of the Work in accordance with Paragraph 15.06 of the General Conditions, Owner shall pay the remainder of the Contract Price as recommended by Engineer as provided in said Paragraph.

ARTICLE 7 – INTEREST

7.01 Not used.

ARTICLE 8 – CONTRACTOR’S REPRESENTATIONS

8.01 In order to induce Owner to enter into this Contract, Contractor makes the following representations:

- A. Contractor has examined and carefully studied the Contract Documents, and data and reference items identified in the Contract Documents.
- B. Contractor has visited the Site, conducted a thorough, alert visual examination of the Site and adjacent areas, and become familiar with and is satisfied as to the general, local, and Site conditions that may affect cost, progress, and performance of the Work.
- C. Contractor is familiar with and is satisfied as to all Laws and Regulations that may affect cost, progress, and performance of the Work.
- D. Contractor has carefully studied all: (1) reports of explorations and tests of subsurface conditions at or adjacent to the Site and all drawings of physical conditions relating to existing surface or subsurface structures at the Site, if any, that have been identified in the Supplementary Conditions, especially with respect to Technical Data in such reports and drawings, and (2) reports and drawings relating to Hazardous Environmental Conditions, if any, at or adjacent to the Site that have been identified in the Supplementary Conditions, especially with respect to any Technical Data in such reports and drawings.
- E. Contractor has considered the information known to Contractor itself; information commonly known to contractors doing business in the locality of the Site; information and observations obtained from visits to the Site; the Contract Documents; and the Site-related reports and drawings identified in the Contract Documents, with respect to the effect of such information, observations, and documents on (1) the cost, progress, and performance of the Work; (2) the means, methods, techniques, sequences, and procedures of construction to be employed by Contractor; and (3) Contractor’s safety precautions and programs.
- F. Based on the information and observations referred to in the preceding paragraph, Contractor agrees that no further examinations, investigations, explorations, tests, studies, or data are necessary for the performance of the Work at the Contract Price, within the Contract Times, and in accordance with the other terms and conditions of the Contract.
- G. Contractor is aware of the general nature of work to be performed by Owner and others at the Site that relates to the Work as indicated in the Contract Documents.
- H. Contractor has given Engineer written notice of all conflicts, errors, ambiguities, or discrepancies that Contractor has discovered in the Contract Documents, and the written resolution thereof by Engineer is acceptable to Contractor.
- I. The Contract Documents are generally sufficient to indicate and convey understanding of all terms and conditions for performance and furnishing of the Work.
- J. Contractor’s entry into this Contract constitutes an incontrovertible representation by Contractor that without exception all prices in the Agreement are premised upon performing and furnishing the Work required by the Contract Documents.

ARTICLE 9 – CONTRACT DOCUMENTS

9.01 *Contents*

- A. The Contract Documents consist of the following:
1. This Agreement (pages 1 to 7, inclusive).
 2. Performance bond (pages 1 to 5, inclusive).
 3. Payment bond (pages 1 to 5, inclusive).
 4. General Conditions (pages 1 to 72, inclusive).
 5. Supplementary Conditions (pages 1 to 8, inclusive).
 6. Specifications as listed in the table of contents of the Project Manual.
 7. Drawings (not attached but incorporated by reference) consisting of 5 sheets with each sheet bearing the following general title: Sunfish Lake Gas Station Demolition.
 8. Addenda (number 1, inclusive).
 9. Exhibits to this Agreement (enumerated as follows):
 - a. Contractor's Quote (pages 1 to 15, inclusive).
 10. The following which may be delivered or issued on or after the Effective Date of the Contract and are not attached hereto:
 - a. Notice to Proceed.
 - b. Work Change Directives.
 - c. Change Orders.
 - d. Field Orders.
- B. The documents listed in Paragraph 9.01.A are attached to this Agreement (except as expressly noted otherwise above).
- C. There are no Contract Documents other than those listed above in this Article 9.
- D. The Contract Documents may only be amended, modified, or supplemented as provided in the General Conditions.

ARTICLE 10 – MISCELLANEOUS

10.01 *Terms*

- A. Terms used in this Agreement will have the meanings stated in the General Conditions and the Supplementary Conditions.

10.02 *Assignment of Contract*

- A. Unless expressly agreed to elsewhere in the Contract, no assignment by a party hereto of any rights under or interests in the Contract will be binding on another party hereto without the written consent of the party sought to be bound; and, specifically but without limitation, money that may become due and money that is due may not be assigned without such consent (except to the extent that the effect of this restriction may be limited by law), and unless specifically stated to the contrary in any written consent to an assignment, no assignment will release or discharge the assignor from any duty or responsibility under the Contract Documents.

10.03 *Successors and Assigns*

- A. Owner and Contractor each binds itself, its successors, assigns, and legal representatives to the other party hereto, its successors, assigns, and legal representatives in respect to all covenants, agreements, and obligations contained in the Contract Documents.

10.04 *Severability*

- A. Any provision or part of the Contract Documents held to be void or unenforceable under any Law or Regulation shall be deemed stricken, and all remaining provisions shall continue to be valid and binding upon Owner and Contractor, who agree that the Contract Documents shall be reformed to replace such stricken provision or part thereof with a valid and enforceable provision that comes as close as possible to expressing the intention of the stricken provision.

10.05 *Contractor's Certifications*

- A. Contractor certifies that it has not engaged in corrupt, fraudulent, collusive or coercive practices in competing for or in executing the Contract. For the purposes of this Paragraph 10.05:
 1. "corrupt practice" means the offering, giving, receiving or soliciting of any thing of value to influence the action of a public official in the quoting process or in the Contract execution;
 2. "fraudulent practice" means an intentional misrepresentation of facts made (a) to influence the quoting process or the execution of the Contract to the detriment of Owner, (b) to establish Quote prices at artificial non-competitive levels, or (c) to deprive Owner of the benefits of free and open competition;
 3. "collusive practice" means a scheme or arrangement between two or more Quoters, with or without the knowledge of Owner, a purpose of which is to establish Quote prices at artificial, non-competitive levels; and
 4. "coercive practice" means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in the quoting process or affect the execution of the Contract.

10.06 Other Provisions

- A. Owner stipulates that if the General Conditions that are made a part of this Contract are based on EJCDC® C-700, Standard General Conditions for the Construction Contract, published by the Engineers Joint Contract Documents Committee®, and if Owner is the party that has furnished said General Conditions, then Owner has plainly shown all modifications to the standard wording of such published document to the Contractor, through a process such as highlighting or "track changes" (redline/strikeout), or in the Supplementary Conditions.

IN WITNESS WHEREOF, Owner and Contractor have signed this Agreement.

This Agreement will be effective on 10/12/17 (which is the Effective Date of the Contract).

OWNER:

CONTRACTOR:

City of Ramsey

Sauter & Sons, Inc.

By: [Signature]

By: [Signature]

Title: Mayor

Title: President

(If Contractor is a corporation, a partnership, or a joint venture, attach evidence of authority to sign.)

Attest: [Signature]

Attest: [Signature]

Title: Admin. Clerk

Title: [Signature]

Address for giving notices:

Address for giving notices:

City of Ramsey

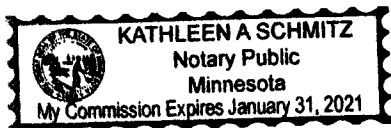
Sauter & Sons, Inc.

7550 Sunwood Drive

6651 141st Avenue N.W.

Ramsey, MN 55303

Ramsey, MN 55303



License No.: _____

(where applicable)

(If Owner is a corporation, attach evidence of authority to sign. If Owner is a public body, attach evidence of authority to sign and resolution or other documents authorizing execution of this Agreement.)

Use in those states or other jurisdictions where applicable or required.

DOCUMENT 00 41 00
QUOTE FORM

ARTICLE 1 – QUOTE RECIPIENT

1.01 This Quote is submitted to:

City of Ramsey
7550 Sunwood Drive
Ramsey, MN 55303

1.02 The undersigned Quoter proposes and agrees, if this Quote is accepted, to enter into an Agreement with Owner in the form included in the Quoting Documents to perform all Work as specified or indicated in the Quoting Documents for the prices and within the times indicated in this Quote and in accordance with the other terms and conditions of the Quoting Documents.

ARTICLE 2 – QUOTER’S ACKNOWLEDGEMENTS

2.01 Quoter accepts all of the terms and conditions of the Instructions to Quoters, including without limitation those dealing with the disposition of Quote security. This Quote will remain subject to acceptance for 60 days after the Quote opening, or for such longer period of time that Quoter may agree to in writing upon request of Owner.

ARTICLE 3 – QUOTER’S REPRESENTATIONS

3.01 In submitting this Quote, Quoter represents that:

A. Quoter has examined and carefully studied the Quoting Documents, and any data and reference items identified in the Quoting Documents, and hereby acknowledges receipt of the following Addenda:

<u>Addendum No.</u>	<u>Addendum, Date</u>
1	9/29/2017
_____	_____
_____	_____
_____	_____
_____	_____

B. Quoter has visited the Site, conducted a thorough, alert visual examination of the Site and adjacent areas, and become familiar with and satisfied itself as to the general, local, and Site conditions that may affect cost, progress, and performance of the Work.

C. Quoter is familiar with and has satisfied itself as to all Laws and Regulations that may affect cost, progress, and performance of the Work.

- D. Quoter has carefully studied all: (1) reports of explorations and tests of subsurface conditions at or adjacent to the Site and all drawings of physical conditions relating to existing surface or subsurface structures at the Site that have been identified in the Supplementary Conditions, especially with respect to Technical Data in such reports and drawings, and (2) reports and drawings relating to Hazardous Environmental Conditions, if any, at or adjacent to the Site that have been identified in the Supplementary Conditions, especially with respect to Technical Data in such reports and drawings.
- E. Quoter has considered the information known to Quoter itself; information commonly known to contractors doing business in the locality of the Site; information and observations obtained from visits to the Site; the Quoting Documents; and any Site-related reports and drawings identified in the Quoting Documents, with respect to the effect of such information, observations, and documents on (1) the cost, progress, and performance of the Work; (2) the means, methods, techniques, sequences, and procedures of construction to be employed by Quoter; and (3) Quoter's safety precautions and programs.
- F. Quoter agrees, based on the information and observations referred to in the preceding paragraph, that no further examinations, investigations, explorations, tests, studies, or data are necessary for the determination of this Quote for performance of the Work at the price quote and within the times required, and in accordance with the other terms and conditions of the Quoting Documents.
- G. Quoter is aware of the general nature of work to be performed by Owner and others at the Site that relates to the Work as indicated in the Quoting Documents.
- H. Quoter has given Engineer written notice of all conflicts, errors, ambiguities, or discrepancies that Quoter has discovered in the Quoting Documents, and confirms that the written resolution thereof by Engineer is acceptable to Quoter.
- I. The Quoting Documents are generally sufficient to indicate and convey understanding of all terms and conditions for the performance and furnishing of the Work.
- J. The submission of this Quote constitutes an incontrovertible representation by Quoter that Quoter has complied with every requirement of this Article, and that without exception the Quote and all prices in the Quote are premised upon performing and furnishing the Work required by the Quoting Documents.

ARTICLE 4 – QUOTER'S CERTIFICATION

4.01 Quoter certifies that:

- A. This Quote is genuine and not made in the interest of or on behalf of any undisclosed individual or entity and is not submitted in conformity with any collusive agreement or rules of any group, association, organization, or corporation;
- B. Quoter has not directly or indirectly induced or solicited any other Quoter to submit a false or sham Quote;
- C. Quoter has not solicited or induced any individual or entity to refrain from quoting; and
- D. Quoter has not engaged in corrupt, fraudulent, collusive, or coercive practices in competing for the Contract. For the purposes of this Paragraph 4.01.D:
 - 1. "corrupt practice" means the offering, giving, receiving, or soliciting of anything of value likely to influence the action of a public official in the quoting process;

2. "fraudulent practice" means an intentional misrepresentation of facts made (a) to influence the quoting process to the detriment of Owner, (b) to establish quote prices at artificial non-competitive levels, or (c) to deprive Owner of the benefits of free and open competition;
3. "collusive practice" means a scheme or arrangement between two or more Quoters, with or without the knowledge of Owner, a purpose of which is to establish quote prices at artificial, non-competitive levels; and
4. "coercive practice" means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in the quoting process or affect the execution of the Contract.

ARTICLE 5 – BASIS OF QUOTE

- 5.01 Quoter will complete the Work in accordance with the Contract Documents for price(s) shown on the Quote Proposal.
- 5.02 Quoter acknowledges that (1) each Quote Unit Price includes an amount considered by Quoter to be adequate to cover Contractor's overhead and profit for each separately identified item, and (2) estimated quantities are not guaranteed, and are solely for the purpose of comparison of Quotes, and final payment for all unit price Quote items will be based on actual quantities, determined as provided in the Contract Documents.

ARTICLE 6 – TIME OF COMPLETION

- 6.01 Quoter agrees that the Work will be substantially complete and will be completed and ready for final payment in accordance with Paragraph 15.06 of the General Conditions on or before the dates or within the number of calendar days indicated in the Agreement.
- 6.02 Quoter accepts the provisions of the Agreement as to liquidated damages.

ARTICLE 7 – ATTACHMENTS TO THIS QUOTE

- 7.01 The following documents are submitted with and made a condition of this Quote:
 - A. Required Quote security in the form of certified check, cashier's check, cash deposit or Quote bond;
 - B. Document 00 45 00 – Affidavit of Non-Collusion.
 - C. Document 00 45 14 – Responsible Contractor Certificate.

ARTICLE 8 – DEFINED TERMS

- 8.01 The terms used in this Quote with initial capital letters have the meanings stated in the Instructions to Quoters, the General Conditions, and the Supplementary Conditions.

**QUOTE PROPOSAL
CITY OF RAMSEY
Sunfish Lake Gas Station Demolition**

Quoter agrees to perform all the work described in the Contract Documents for the following unit prices and/or lump sums, which include sales tax and other applicable taxes and fees.

Quote Schedule

ITEM NO.	ITEM DESCRIPTION	ESTIMATED QUANTITY	UNIT	UNIT PRICE	EXTENSION
1	BUILDING DEMOLITION AND REMOVAL	1	LUMP SUM	30,000.00	30,000.00
2	COMMON EXCAVATION (P)	100	CU YD	5.00	500.00
3	SUBGRADE PREPARATION	1	LUMP SUM	3,000.00	3,000.00
4	PLACING AGGREGATE SURFACING CLASS 5 MODIFIED	750	CU YD	10.00	7,500.00
5	INLET PROTECTION	3	EACH	100.00	300.00
6	EROSION CONTROL	1	LUMP SUM	2,000.00	2,000.00
7	TRAFFIC CONTROL	1	LUMP SUM	1,500.00	1,500.00

Total Quotation

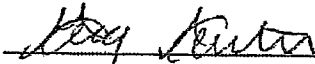
\$ 44,800.00

ARTICLE 9 – QUOTE SUBMITTAL

QUOTER: *[Indicate correct name of quoting entity]*

By: SAUTER & SONS, INC.

[Signature]



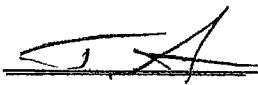
[Printed name]

GREGORY F. SAUTER
- VICE PRESIDENT

(If Quoter is a corporation, a limited liability company, a partnership, or a joint venture, attach evidence of authority to sign.)

Attest:

[Signature]



[Printed name]

Thomas C. Sauter

Title:

President

Submittal Date:

10/5/2017

Address for giving notices:

6651 141ST AVENUE N.W.; RAMSEY, MN 55303

Telephone Number:

763.421.7919

Fax Number:

763.421.0797

Contact Name and e-mail address:

CASSANDRA GREEN

SAUTERANDSONS@GMAIL.COM

Quoter's License No.:

NA

(where applicable)

DOCUMENT 00 43 33
TABULATION OF SUPPLIERS

NAME _____	TELEPHONE NO. _____
ADDRESS _____	TYPE OF MATERIAL _____
CITY _____	_____

VONCO II

(763) 262-8662

15301 SHERBURNE AVE

WASTE DISPOSAL

BECKER, MN 55308

NAME _____	TELEPHONE NO. _____
ADDRESS _____	TYPE OF MATERIAL _____
CITY _____	_____

NAME _____	TELEPHONE NO. _____
ADDRESS _____	TYPE OF MATERIAL _____
CITY _____	_____

NAME _____	TELEPHONE NO. _____
ADDRESS _____	TYPE OF MATERIAL _____
CITY _____	_____

NAME _____	TELEPHONE NO. _____
ADDRESS _____	TYPE OF MATERIAL _____
CITY _____	_____

NAME _____	TELEPHONE NO. _____
ADDRESS _____	TYPE OF MATERIAL _____
CITY _____	_____

DOCUMENT 00 43 36
TABULATION OF SUBCONTRACTORS

NAME _____ TELEPHONE NO. _____

ADDRESS _____ TYPE OF CONSTRUCTION _____

CITY _____

NAME _____ TELEPHONE NO. _____

ADDRESS _____ TYPE OF CONSTRUCTION _____

CITY _____

NAME _____ TELEPHONE NO. _____

ADDRESS _____ TYPE OF CONSTRUCTION _____

CITY _____

NAME _____ TELEPHONE NO. _____

ADDRESS _____ TYPE OF CONSTRUCTION _____

CITY _____

NAME _____ TELEPHONE NO. _____

ADDRESS _____ TYPE OF CONSTRUCTION _____

CITY _____

NAME _____ TELEPHONE NO. _____

ADDRESS _____ TYPE OF CONSTRUCTION _____

CITY _____

DOCUMENT 00 45 14
RESPONSIBLE CONTRACTOR VERIFICATION AND
CERTIFICATION OF COMPLIANCE

PROJECT: SUNFISH LAKE GAS STATION DEMOLITION

Minn. Stat. § 16C.285, Subd. 7. **IMPLEMENTATION.** ... any prime contractor or subcontractor that does not meet the minimum criteria in subdivision 3 or fails to verify that it meets those criteria is not a responsible contractor and is not eligible to be awarded a construction contract for the project or to perform work on the project...

Minn. Stat. § 16C.285, Subd. 3. **RESPONSIBLE CONTRACTOR, MINIMUM CRITERIA.** "Responsible contractor" means a contractor that conforms to the responsibility requirements in the solicitation document for its portion of the work on the project and verifies that it meets the following minimum criteria:

(1) The Contractor:

- (i) is in compliance with workers' compensation and unemployment insurance requirements;
- (ii) is currently registered with the Department of Revenue and the Department of Employment and Economic Development if it has employees;
- (iii) has a valid federal tax identification number or a valid Social Security number if an individual; and
- (iv) has filed a certificate of authority to transact business in Minnesota with the Secretary of State if a foreign corporation or cooperative.

(2) The contractor or related entity is in compliance with and, during the three-year period before submitting the verification, has not violated section 177.24, 177.25, 177.41 to 177.44, 181.13, 181.14, or 181.722, and has not violated United States Code, title 29, sections 201 to 219, or United States Code, title 40, sections 3141 to 3148. For purposes of this clause, a violation occurs when a contractor or related entity:

- (i) repeatedly fails to pay statutorily required wages or penalties on one or more separate projects for a total underpayment of \$25,000 or more within the three-year period;
- (ii) has been issued an order to comply by the commissioner of Labor and Industry that has become final;
- (iii) has been issued at least two determination letters within the three-year period by the Department of Transportation finding an underpayment by the contractor or related entity to its own employees;
- (iv) has been found by the commissioner of Labor and Industry to have repeatedly or willfully violated any of the sections referenced in this clause pursuant to section 177.27;
- (v) has been issued a ruling or findings of underpayment by the administrator of the Wage and Hour Division of the United States Department of Labor that have become final or have been upheld by an administrative law judge or the Administrative Review Board; or
- (vi) has been found liable for underpayment of wages or penalties or misrepresenting a construction worker as an independent contractor in an action brought in a court having jurisdiction. Provided that, if the contractor or related entity contests a determination of underpayment by the Department of Transportation in a contested case proceeding, a violation does not occur until the contested case proceeding has concluded with a determination that the contractor or related entity underpaid wages or penalties;*

(3)	The contractor or related entity is in compliance with and, during the three-year period before submitting the verification, has not violated section 181.723 or chapter 326B. For purposes of this clause, a violation occurs when a contractor or related entity has been issued a final administrative or licensing order;*
(4)	The contractor or related entity has not, more than twice during the three-year period before submitting the verification, had a certificate of compliance under section 363A.36 revoked or suspended based on the provisions of section 363A.36, with the revocation or suspension becoming final because it was upheld by the Office of Administrative Hearings or was not appealed to the office;*
(5)	The contractor or related entity has not received a final determination assessing a monetary sanction from the Department of Administration or Transportation for failure to meet targeted group business, disadvantaged business enterprise, or veteran-owned business goals, due to a lack of good faith effort, more than once during the three-year period before submitting the verification;*
	* Any violations, suspensions, revocations, or sanctions, as defined in clauses (2) to (5), occurring prior to July 1, 2014, shall not be considered in determining whether a contractor or related entity meets the minimum criteria.
(6)	The contractor or related entity is not currently suspended or debarred by the federal government or the state of Minnesota or any of its departments, commissions, agencies, or political subdivisions; and
(7)	All subcontractors that the contractor intends to use to perform project work have verified to the contractor through a signed statement under oath by an owner or officer that they meet the minimum criteria listed in clauses (1) to (6).

Minn. Stat. § 16C.285, Subd. 5. **SUBCONTRACTOR VERIFICATION.**

A prime contractor or subcontractor shall include in its verification of compliance under subdivision 4 a list of all of its first-tier subcontractors that it intends to retain for work on the project.

If a prime contractor or any subcontractor retains additional subcontractors on the project after submitting its verification of compliance, the prime contractor or subcontractor shall obtain verifications of compliance from each additional subcontractor with which it has a direct contractual relationship and shall submit a supplemental verification confirming compliance with subdivision 3, clause (7), within 14 days of retaining the additional subcontractors.

A prime contractor shall submit to the contracting authority upon request copies of the signed verifications of compliance from all subcontractors of any tier pursuant to subdivision 3, clause (7). A prime contractor and subcontractors shall not be responsible for the false statements of any subcontractor with which they do not have a direct contractual relationship. A prime contractor and subcontractors shall be responsible for false statements by their first-tier subcontractors with which they have a direct contractual relationship only if they accept the verification of compliance with actual knowledge that it contains a false statement.

Minn. Stat. § 16C.285, Subd. 4. VERIFICATION OF COMPLIANCE.

A contractor responding to a solicitation document of a contracting authority shall submit to the contracting authority a signed statement under oath by an owner or officer verifying compliance with each of the minimum criteria in subdivision 3 at the time that it responds to the solicitation document.

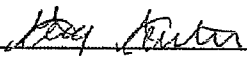
A contracting authority may accept a sworn statement as sufficient to demonstrate that a contractor is a responsible contractor and shall not be held liable for awarding a contract in reasonable reliance on that statement. Failure to verify compliance with any one of the minimum criteria or a false statement under oath in a verification of compliance shall render the prime contractor or subcontractor that makes the false statement ineligible to be awarded a construction contract on the project for which the verification was submitted.

A false statement under oath verifying compliance with any of the minimum criteria may result in termination of a construction contract that has already been awarded to a prime contractor or subcontractor that submits a false statement. A contracting authority shall not be liable for declining to award a contract or terminating a contract based on a reasonable determination that the contractor failed to verify compliance with the minimum criteria or falsely stated that it meets the minimum criteria.

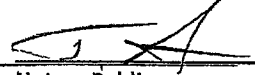
CERTIFICATION

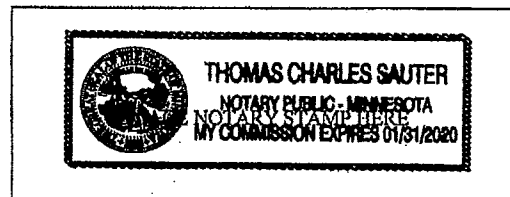
By signing this document I certify that I am an owner or officer of the company, and I swear under oath that:

- 1) My company meets each of the Minimum Criteria to be a responsible contractor as defined herein and is in compliance with Minn. Stat. § 16C.285,
- 2) I have included a First Tier Subcontractors List with my company's solicitation response, and
- 3) If my company is awarded a contract, I will also submit the Additional Subcontractors List as required.

Authorized Signature of Owner or Officer: 	Printed Name: GREGORY F. SAUTER
Title: VICE PRESIDENT	Date: 10/3/2017
Company Name: SAUTER & SONS, INC	

Sworn to and subscribed before me this
3RD day of OCTOBER, 2017,


Notary Public



My Commission Expires: 01/31/2020

NOTE: Minn. Stat. § 16C.285, Subd. 2, (c) If only one prime contractor responds to a solicitation document, a contracting authority may award a construction contract to the responding prime contractor even if the minimum criteria in subdivision 3 are not met.

FIRST-TIER SUBCONTRACTORS LIST

SUBMIT WITH PRIME CONTRACTOR PROPOSAL

PROJECT: SUNFISH LAKE GAS STATION DEMOLITION

Minn. Stat. § 16C.285, Subd. 5. A prime contractor or subcontractor shall include in its verification of compliance under subdivision 4 a list of all of its first-tier subcontractors that it intends to retain for work on the project.

FIRST TIER SUBCONTRACTOR NAMES (Legal name of company as registered with the Secretary of State)	Name of city where company home office is located
VONCO II; LLC.	BECKER, MN

DOCUMENT 00 45 15
ADDITIONAL SUBCONTRACTORS LIST

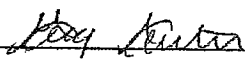
**PRIME CONTRACTOR TO SUBMIT AS SUBCONTRACTORS ARE
ADDED TO THE PROJECT**

PROJECT: SUNFISH LAKE GAS STATION DEMOLITION

This form must be submitted to the Owner as identified in the solicitation document. Minn. Stat. § 16C.285, Subd. 5. ... If a prime contractor or any subcontractor retains additional subcontractors on the project after submitting its verification of compliance, the prime contractor or subcontractor shall obtain verifications of compliance from each additional subcontractor with which it has a direct contractual relationship and shall submit a supplemental verification confirming compliance with subdivision 3, clause (7), within 14 days of retaining the additional subcontractors.

ADDITIONAL SUBCONTRACTOR NAMES (Legal name of company as registered with the Secretary of State)	Name of city where company home office is located

ADDITIONAL SUBCONTRACTOR NAMES (Legal name of company as registered with the Secretary of State)	Name of city where company home office is located

SUPPLEMENTAL CERTIFICATION	
<p>By signing this document I certify that I am an owner or officer of the company, and I swear under oath that:</p> <p>All additional subcontractors listed on Additional Subcontractors List have verified through a signed statement under oath by an owner or officer that they meet the minimum criteria to be a responsible contractor as defined in Minn. Stat. § 16C.285.</p>	
Authorized Signature of Owner or Officer: 	Printed Name: GREGORY F. SAUTER
Title: VICE PRESIDENT	Date: 10/3/2017
Company Name: SAUTER & SONS, INC	

CC Regular Session

4. 4.

Meeting Date: 01/23/2018

Submitted For: Bruce Westby, Engineering/Public Works

By: MaryJo Warner, Engineering/Public Works

Information

Title

Adopt Resolution #18-025 Approving Partial Payment to Douglas-Kerr Underground, LLC for IP 17-10 Puma Street Utility Improvements

Purpose/Background:

Resolution and Payment Request attached.

Recommendation:

The Senior Engineering Technician has inspected the completed work and recommends partial payment to Douglas-Kerr Underground, LLC for IP 17-10 Puma Street Utility Improvements in the amount of \$399,706.23.

Action:

Motion to adopt Resolution #18-025 approving partial payment to Douglas-Kerr Underground, LLC for IP 17-10 Puma Street Utility Improvements in the amount of \$399,706.23.

Attachments

Resolution

Pay Request

Form Review

Inbox	Reviewed By	Date
Bruce Westby	Bruce Westby	01/18/2018 10:38 AM
Kurt Ulrich	Kurt Ulrich	01/18/2018 01:46 PM
Form Started By: MaryJo Warner		Started On: 01/17/2018 10:27 AM
Final Approval Date: 01/18/2018		

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #18-025

RESOLUTION APPROVING PARTIAL PAYMENT TO DOUGLAS-KERR UNDERGROUND, LLC FOR IMPROVEMENT PROJECT #17-10, PUMA STREET UTILITY IMPROVEMENTS

WHEREAS, in 2006, Bunker Lake Boulevard was extended west of Armstrong Boulevard and Puma Street was constructed between Bunker Lake Boulevard and Alpine Drive; and

WHEREAS, public utilities (sanitary sewer and watermain) were not constructed along the west end of Bunker Lake Boulevard, east of its intersection with Puma Street, or under Puma Street north of Bunker Lake Boulevard; and

WHEREAS, current and future developments along these streets will require public utilities to serve the developments; and

WHEREAS, the Riverstone Development proposes to construct numerous residential properties in the fall of 2017 requiring utility services to be extended along Puma Street, north of Bunker Lake Boulevard; and

WHEREAS, pursuant to a motion of the Ramsey City Council on July 25, 2017, the City Administrator was authorized to execute a contract with Bolton & Menk, Inc. to prepare plans and specifications for the making of such improvements per their proposal dated June 20, 2017; and

WHEREAS, pursuant to a motion of the Ramsey City Council on September 12, 2017, final Plans and Specifications were approved and advertisements for bids were authorized; and

WHEREAS, an Assessment Agreement exists to help pay for 40% of the project costs to extend utilities along Puma Street; and

WHEREAS, pursuant to Resolution #17-10-254 adopted the 10th Day of October, 2017 the bid of Douglas-Kerr Underground, LLC of Mora, Minnesota, in the amount of \$727,667.07 in accordance with the approved plans and specifications and advertisement for bids, is the lowest responsible bidder and their bid shall be and hereby is accepted; and.

WHEREAS, as of January 23, 2018 \$219,340.06 has been paid to date; and

WHEREAS, the Senior Engineering Technician has inspected the completed work and recommends partial payment to Douglas-Kerr Underground, LLC in the amount of \$399,706.23.

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

- 1) That the City Council hereby authorizes partial payment to Douglas-Kerr Underground, LLC for Improvement Project #17-10, Douglas-Kerr Underground, LLC in the amount of \$399,706.23.
- 2) That the City Council hereby accepts the project and authorizes the Mayor or City Administrator to sign the release form for this payment.
- 3) That the total amount of this payment is not included in resolutions approving payment of bills for the date of January 23, 2018.
- 4) That the City of Ramsey Finance Department will be provided a signed copy of this resolution

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

and the following voted against the same:

and the following abstained:

and the following were absent:

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 23rd day of January 2018.

Mayor

ATTEST:

City Clerk

CONTRACTOR'S PAY REQUEST		DISTRIBUTION:
2017 PUMA STREET UTILITY IMPROVEMENTS		CONTRACTOR (1)
CITY OF RAMSEY, MN		OWNER (1)
BMI PROJECT NO. R16.114473		ENGINEER (1)
		BONDING CO. (1)
TOTAL AMOUNT BID PLUS APPROVED CHANGE ORDERS		\$727,667.07
TOTAL, COMPLETED WORK TO DATE		\$651,627.68
TOTAL, STORED MATERIALS TO DATE		\$0.00
DEDUCTION FOR STORED MATERIALS USED IN WORK COMPLETED		\$0.00
TOTAL, COMPLETED WORK & STORED MATERIALS		\$651,627.68
RETAINED PERCENTAGE (5%)		\$32,581.38
TOTAL AMOUNT OF OTHER PAYMENTS OR (DEDUCTIONS)		\$0.00
NET AMOUNT DUE TO CONTRACTOR TO DATE		\$619,046.29
TOTAL AMOUNT PAID ON PREVIOUS ESTIMATES		\$219,340.06
PAY CONTRACTOR AS ESTIMATE NO. 2		\$399,706.23

Certificate for Partial Payment

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

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

By *John J. J. [Signature]* Manager
Name Title

Date 1-5-2018

CHECKED AND APPROVED AS TO QUANTITIES AND AMOUNT:

ENGINEER: BOLTON & MENK, INC., 7533 SUNWOOD DRIVE, SUITE 206, RAMSEY, MN 55303

By *Kevin P. Kielb*, PROJECT MANAGER
KEVIN P. KIELB, P.E.

Date 1/5/2018

APPROVED FOR PAYMENT:

OWNER: CITY OF RAMSEY

By *Bruce W. [Signature]* City Engineer 1/12/18
Name Title Date

And _____
Name Title Date

CC Regular Session

4. 5.

Meeting Date: 01/23/2018

Submitted For: Bruce Westby, Engineering/Public Works

By: MaryJo Warner, Engineering/Public Works

Information

Title

Adopt Resolution #18-026 Approving Partial Payment to North Valley, Inc. for IP 14-27 Mississippi River Trail Phase II

Purpose/Background:

Resolution and Pay Request attached. This Pay Request reduces the retained percentage from 5% to 2%. The next pay request will be for final payment. No work remains to be completed on this project. The only thing preventing final payment from being requested at this time is the processing of final documentation, which should be complete within the next few weeks.

Recommendation:

The Senior Engineering Technician has inspected the completed work and recommends partial payment to North Valley, Inc. for IP 14-27 Mississippi River Trail Phase II.

Action:

Motion to adopt Resolution #18-026 approving partial payment to North Valley, Inc., for IP 14-27 Mississippi River Trail II in the amount of \$8,155.41.

Attachments

Resolution

Pay Request

Form Review

Inbox

Bruce Westby

Kurt Ulrich

Form Started By: MaryJo Warner

Final Approval Date: 01/18/2018

Reviewed By

Bruce Westby

Kurt Ulrich

Date

01/18/2018 10:44 AM

01/18/2018 01:48 PM

Started On: 01/17/2018 03:47 PM

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #18-026

RESOLUTION AUTHORIZING PARTIAL PAYMENT TO NORTH VALLEY INC FOR IMPROVEMENT PROJECT NO. 14-27; MISSISSIPPI RIVER TRAIL – RIVERDALE DRIVE TO ARMSTRONG BOULEVARD

WHEREAS, on March 25th, 2014, the City Council approved proceeding with advance construction for portions of the Mississippi River Trail through the City of Ramsey; and

WHEREAS, on June 24th, 2014, the City Council approved continuing to proceed with advance construction of the portion of the Mississippi River Trail through the Riverdale Drive Extension/Reconstruction project.

WHEREAS, the bid of North Valley Inc. in the amount of \$183,272.52 for the construction of said improvements in accordance with the approved plans and specifications and advertisement for bids, is the lowest responsible bidder and their bid shall be and hereby is accepted.

WHEREAS, as of January 23, 2018 \$165,144.05 has been paid to date; and

WHEREAS, the Senior Engineering Technician has inspected the completed work and recommends partial payment to North Valley, Inc. in the amount of \$8,155.41.

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

- 1) That the City Council hereby authorizes partial payment to North Valley, Inc. for Improvement Project 14-27; Mississippi River Trail Phase 2 in the amount of \$8,155.41.
- 2) That the City Council hereby accepts the project and authorizes the Mayor or City Administrator to sign the release form for this payment.
- 3) That the total amount of this payment is not included in resolutions approving payment of bills for the date of January 23, 2018.
- 4) That the City of Ramsey Finance Department will be provided a signed copy of this resolution.

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

and the following voted against the same:

and the following abstained:

and the following were absent:

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 23rd day of January 2018.

Mayor

ATTEST:

City Clerk

CONTRACTOR'S PAY REQUEST

MISSISSIPPI RIVER TRAIL
 CITY OF RAMSEY, MN
 SP 199-090-001

DISTRIBUTION:

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

TOTAL AMOUNT BID PLUS APPROVED CHANGE ORDERS	\$177,040.64
TOTAL, COMPLETED WORK TO DATE	\$176,836.19
TOTAL, STORED MATERIALS TO DATE	\$0.00
DEDUCTION FOR STORED MATERIALS USED IN WORK COMPLETED	\$0.00
TOTAL, COMPLETED WORK & STORED MATERIALS	\$176,836.19
RETAINED PERCENTAGE (2%)	\$3,536.72
TOTAL AMOUNT OF OTHER PAYMENTS OR (DEDUCTIONS)	\$0.00
NET AMOUNT DUE TO CONTRACTOR TO DATE	\$173,299.46
TOTAL AMOUNT PAID ON PREVIOUS ESTIMATES	\$165,144.05
PAY CONTRACTOR AS ESTIMATE NO. 5	\$8,155.41

Certificate for Final Payment

I hereby certify that, to the best of my knowledge and belief, all items quantities and prices of work and material shown on this Estimate are correct and that all work has been performed in full accordance with the terms and conditions of the Contract for this project between the Owner and the undersigned Contractor, and as amended by any authorized changes, and that the foregoing is a true and correct statement of the amount for the Final Estimate, that the provisions of M. S. 290.92 have been complied with and that all claims against me by reason of the Contract have been paid or satisfactorily secured.

Contractor: North Valley, Inc.
 20015 Iguana St NW #100
 Nowthen, MN 55330

By Paula Cal Admin Asst
 Name Title

Date 11/21/2018

Approved _____
 Contractor's Surety

CHECKED AND APPROVED AS TO QUANTITIES AND AMOUNT:

ENGINEER: BOLTON & MENK, INC., 7533 SUNWOOD DRIVE, SUITE 206, RAMSEY, MN 55303

By Kevin P Kielb, SENIOR PROJECT MANAGER
 Kevin Kielb, P.E.

Date January 12, 2018

APPROVED FOR PAYMENT:

OWNER: CITY OF RAMSEY, MN

By Bruce W. [Signature] City Engineer 1/17/18
 Name Title Date

And _____
 Name Title Date

Meeting Date: 01/23/2018

By: Colleen Lasher, Administrative
Services

Information

Title

Adopt Resolution #18-017 Directing Staff to Submit the 2018 Pay Equity Report

Purpose/Background:

The purpose of this case is to seek direction from the City Council to submit the 2018 Pay Equity Report. The Local Government Pay Equity Act and Minnesota Rules require all public jurisdictions such as cities, counties, and school districts to eliminate any sex-based wage inequities in compensation. Pay Equity is a method of eliminating discrimination against women who are paid less than men for jobs requiring comparable levels of expertise. A policy to establish pay equity usually means: 1) that all jobs will be evaluated and given points according to the level of knowledge and responsibility required to do the job; and 2) that salary adjustments will be made if it is discovered that women are consistently paid less than men for jobs with similar points.

Attached is the City's 2018 pay equity report which shows that the City is in compliance with the Local Government Pay Equity Act. The compliance report includes four tests: the completeness and accuracy test, the statistical analysis test, the salary range test and exceptional service pay test.

The **completeness and accuracy test** determines whether jurisdictions have filed reports on time, included correct data and supplied all required information. Staff believes the information provided is complete and accurate; however, with submission of the report, the state will determine whether Ramsey has passed the completeness and accuracy test.

The **statistical analysis test** compares salary data to determine if female-dominated classes are paid consistently below male-dominated classes that are of comparable value or job points. The minimum requirement to pass the statistical analysis test is an underpayment ratio of 80%. Ramsey has an underpayment ratio of 115.71% which means we are in compliance. The T-test results are not considered because the City passed the primary test, the statistical analysis test.

The **salary range test** measures whether male classes are reaching the top of their salary range faster than female classes. This result must be above 80 to be found in compliance. The result of the salary range test for the City is 97.14, which is above 80 and indicates that Ramsey has passed this test.

The **exceptional service pay test** analyzes whether there is a larger percentage of male classes receiving longevity or performance pay than female classes. For this test the result must either be 0 if less than 25% of male classes receive exceptional service pay or above 80. There are no male classes in Ramsey currently receiving exceptional service pay, therefore the **result is 0** and indicates that the Ramsey also passes this test.

Predicted pay is the average pay of male classes at any given point value. It is calculated by averaging the maximum monthly salaries for male classes in the City. Although predicted pay is the state's standard for comparing how males and females are compensated, it is not necessarily the salary that should be paid at any particular point value. Compensation is typically set by establishing job value points and analyzing internal and external markets without regard for sex; therefore, using the Predicted Pay Report to set wages is discouraged.

Included with the Pay Equity Compliance Report you will also find **Job Class Data Entry Verification List**,

which shows the data that has been entered for computation, and a **graph** that shows how male and female classes cluster around the predicted pay line at various point values.

As required by state law, the Pay Equity Compliance Report must be approved by the City Council.

Funding Source:

There is no cost associated with approving and submitting this report.

Recommendation:

Direct staff to submit the 2018 Pay Equity Report.

Action:

Motion to adopt resolution #18-017 Directing Staff to Submit the 2018 Pay Equity Report

Attachments

2018 Pay Equity Reports

Resolution 18-017

Form Review

Inbox

Kurt Ulrich

Form Started By: Colleen Lasher

Final Approval Date: 01/18/2018

Reviewed By

Kurt Ulrich

Date

01/18/2018 04:29 PM

Started On: 01/03/2018 12:09 PM

Compliance Report

Jurisdiction: Ramsey 7550 Sunwood Drive NW
 Report Year: 2018
 Case: 2 - 2018 DATA (Private (Jur Only))

Ramsey MN 55303
 Contact: Colleen Lasher Phone: (763) 433-9867 E-Mail: clasher@cityoframsey.com

The statistical analysis, salary range and exceptional service pay test results are shown below. Part I is general information from your pay equity report data. Parts II, III and IV give you the test results.

For more detail on each test, refer to the Guide to Pay Equity Compliance and Computer Reports.

I. GENERAL JOB CLASS INFORMATION

	Male Classes	Female Classes	Balanced Classes	All Job Classes
# Job Classes	28	18	2	48
# Employees	112	20	7	139
Avg. Max Monthly Pay per employee	4,565.83	5,338.85		4,593.12

II. STATISTICAL ANALYSIS TEST

A. Underpayment Ratio = 115.71 *

	Male Classes	Female Classes
a. # At or above Predicted Pay	19	13
b. # Below Predicted Pay	9	5
c. TOTAL	28	18
d. % Below Predicted Pay (b divided by c = d)	32.14	27.78

*(Result is % of male classes below predicted pay divided by % of female classes below predicted pay.)

B. T-test Results

Degrees of Freedom (DF) =	130	Value of T = -3.362
---------------------------	-----	---------------------

a. Avg. diff. in pay from predicted pay for male jobs = (\$125)
 b. Avg. diff. in pay from predicted pay for female jobs = \$380

III. SALARY RANGE TEST = 97.14 (Result is A divided by B)

A. Avg. # of years to max salary for male jobs = 4.86
 B. Avg. # of years to max salary for female jobs = 5.00

IV. EXCEPTIONAL SERVICE PAY TEST = 0.00 (Result is B divided by A)

A. % of male classes receiving ESP 0.00 *
 B. % of female classes receiving ESP 0.00

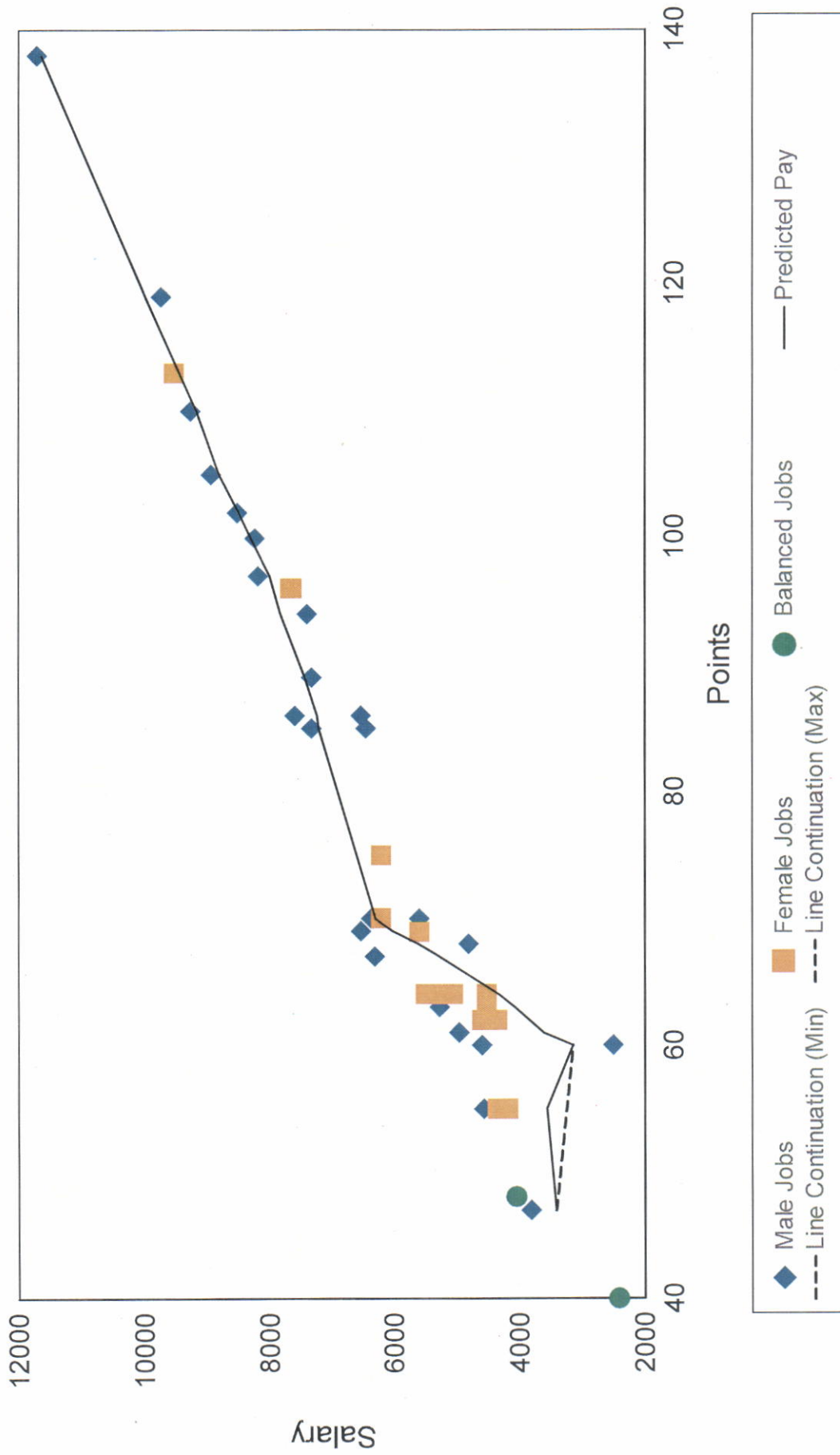
*(If 20% or less, test result will be 0.00)

Job Class Data Entry Verification List

Case: 2018 DATA

Job Nbr	Class Title	Nbr Males	Nbr Females	Class Type	Jobs Points	Min Mo Salary	Max Mo Salary	Yrs to Max Salary	Yrs of Service	Exceptional Service Pay
45	Intern	3	2	B	40	\$2,166.60	\$2,426.67	1.00	0.00	
1	Building Maintenance Wor	3	0	M	47	\$3,060.34	\$3,825.15	5.00	0.00	
2	Community Service Officer	1	1	B	48	\$3,263.57	\$4,080.26	5.00	0.00	
4	Police Technician	0	2	F	55	\$3,361.95	\$4,202.43	5.00	0.00	
5	Secretary (Adm. Assistant)	0	2	F	55	\$3,494.68	\$4,368.32	5.00	0.00	
7	Public Works Maint Works	10	1	M	55	\$3,663.88	\$4,579.95	5.00	0.00	
48	Receptionist/Secretary	0	1	F	55	\$3,361.95	\$4,202.43	5.00	0.00	
55	Fire Technician	0	1	F	55	\$3,361.95	\$4,202.43	5.00	0.00	
46	Firefighter	51	1	M	60	\$2,513.33	\$2,513.33	1.00	0.00	
47	IT Support Technician	1	0	M	60	\$3,681.91	\$4,612.36	5.00	0.00	
11	Auto Mechanic	2	0	M	61	\$3,980.09	\$4,975.41	5.00	0.00	
3	Administrative Clerk	0	1	F	62	\$3,494.68	\$4,368.32	5.00	0.00	
49	Administrative Assistant-H	0	1	F	62	\$3,494.68	\$4,368.32	5.00	0.00	
57	Permit Technician	0	1	F	62	\$3,692.69	\$4,615.83	5.00	0.00	
6	Senior Accounting Clerk	0	1	F	63	\$3,627.60	\$4,534.60	5.00	0.00	
9	Engineering Tech II	1	0	M	63	\$4,230.85	\$5,288.49	5.00	0.00	
8	Building Inspections Techn	0	1	F	64	\$4,273.08	\$5,341.30	5.00	0.00	
14	Public Works Leadperson	0	0	M	64	\$4,213.10	\$5,266.33	5.00	0.00	
39	Public Infor. & Events Spei	0	1	F	64	\$4,404.89	\$5,506.12	5.00	0.00	
50	Lead Police Records Tech	0	1	F	64	\$3,627.60	\$4,534.60	5.00	0.00	
58	Community Dev. Assistant	0	1	F	64	\$4,056.43	\$5,070.56	5.00	0.00	
51	Senior Engineering Techni	1	0	M	67	\$5,059.55	\$6,324.42	5.00	0.00	
12	Building Maint Supervisor	1	0	M	68	\$3,957.55	\$4,825.35	5.00	0.00	
52	Accountant II	0	1	F	69	\$4,493.00	\$5,616.25	5.00	0.00	
54	Parks Supervisor	1	0	M	69	\$5,237.19	\$6,546.41	5.00	0.00	
17	City Planner	1	0	M	70	\$5,104.41	\$6,380.51	5.00	0.00	
18	City Clerk	0	1	F	70	\$4,972.29	\$6,215.36	5.00	0.00	
23	Patrol Officer	14	3	M	70	\$4,343.25	\$6,352.00	5.00	0.00	
56	Engineering Tech. 3	1	0	M	70	\$4,492.99	\$5,616.24	5.00	0.00	
19	Office Supervisor	0	1	F	75	\$4,972.29	\$6,215.36	5.00	0.00	
21	Fire Marshal	1	0	M	85	\$5,173.48	\$6,466.87	5.00	0.00	
53	Civil Engineer 4	1	0	M	85	\$5,684.09	\$7,330.12	5.00	0.00	
25	Utilities Supervisor	1	0	M	86	\$5,237.19	\$6,546.41	5.00	0.00	
30	Police Sergeant	4	0	M	86	\$6,454.56	\$7,593.56	5.00	0.00	
31	Building Official	1	0	M	89	\$5,864.09	\$7,330.12	5.00	0.00	
34	IT Manager	1	0	M	94	\$5,921.35	\$7,401.71	5.00	0.00	
26	Human Resources Managr	0	1	F	96	\$6,124.57	\$7,655.71	5.00	0.00	
27	Assistant Finance Director	0	1	F	96	\$6,124.57	\$7,655.71	5.00	0.00	
24	PW Parks Sup./PW Asst S	1	0	M	97	\$6,545.25	\$8,182.51	5.00	0.00	
35	Police Captain	2	0	M	100	\$6,587.03	\$8,233.81	5.00	0.00	
32	Public Works Superintendi	1	0	M	102	\$6,812.50	\$8,515.60	5.00	0.00	
33	Assist. C.A. / Econ. Dev. M	1	0	M	102	\$6,812.50	\$8,515.60	5.00	0.00	
36	City Engineer	1	0	M	105	\$7,145.81	\$8,932.27	5.00	0.00	
28	Community Dev. Director	1	0	M	110	\$7,408.64	\$9,260.87	5.00	0.00	
37	Fire Chief	1	0	M	110	\$7,408.64	\$9,260.87	5.00	0.00	
40	Finance Director	0	1	F	113	\$7,626.13	\$9,532.67	5.00	0.00	
41	Police Chief	1	0	M	119	\$7,784.71	\$9,730.86	5.00	0.00	
42	City Administrator	1	0	M	138	\$9,371.47	\$11,714.34	5.00	0.00	

Job Number Count: 48



Predicted Pay Report for Ramsey
Case : 2018 DATA

Job Nbr	Job Title	Nbr Males	Nbr Females	Total Nbr	Job Type	Job Points	Max Mo Salary	Predicted Pay	Pay Difference
45	Intern	3	2	5	Balanced	40	\$2,426.67	\$3,549.96	(\$1,123.29)
1	Building Maintenance Worker	3	0	3	Male	47	\$3,825.15	\$3,415.15	\$410.00
2	Community Service Officer	1	1	2	Balanced	48	\$4,080.26	\$3,395.89	\$684.37
4	Police Technician	0	2	2	Female	55	\$4,202.43	\$3,568.85	\$633.58
5	Secretary (Adm. Assistant)	0	2	2	Female	55	\$4,368.32	\$3,568.85	\$799.47
7	Public Works Maint Worker	10	1	11	Male	55	\$4,579.95	\$3,568.85	\$1,011.10
48	Receptionist/Secretary	0	1	1	Female	55	\$4,202.43	\$3,568.85	\$633.58
55	Fire Technician	0	1	1	Female	55	\$4,202.43	\$3,568.85	\$633.58
46	Firefighter	51	1	52	Male	60	\$2,513.33	\$3,157.25	(\$643.92)
47	IT Support Technician	1	0	1	Male	60	\$4,612.36	\$3,157.25	\$1,455.11
11	Auto Mechanic	2	0	2	Male	61	\$4,975.41	\$3,614.64	\$1,360.77
3	Administrative Clerk	0	1	1	Female	62	\$4,368.32	\$3,852.13	\$516.19
49	Administrative Assistant-HR	0	1	1	Female	62	\$4,368.32	\$3,852.13	\$516.19
57	Permit Technician	0	1	1	Female	62	\$4,615.83	\$3,852.13	\$763.70
6	Senior Accounting Clerk	0	1	1	Female	63	\$4,534.60	\$4,089.63	\$444.97
9	Engineering Tech II	1	0	1	Male	63	\$5,288.49	\$4,089.63	\$1,198.86
8	Building Inspections Technicia	0	1	1	Female	64	\$5,341.30	\$4,327.12	\$1,014.18
14	Public Works Leadperson	1	0	1	Male	64	\$5,266.33	\$4,327.12	\$939.21
39	Public Infor. & Events Special	0	1	1	Female	64	\$5,506.12	\$4,327.12	\$1,179.00
50	Lead Police Records Technician	0	1	1	Female	64	\$4,534.60	\$4,327.12	\$207.48
58	Community Dev. Assistant	0	1	1	Female	64	\$5,070.56	\$4,327.12	\$743.44
51	Senior Engineering Technician	1	0	1	Male	67	\$6,324.42	\$5,284.01	\$1,040.41
12	Building Maint Supervisor	1	0	1	Male	68	\$4,825.35	\$5,659.29	(\$833.94)
52	Accountant II	0	1	1	Female	69	\$5,616.25	\$6,034.57	(\$418.32)
54	Parks Supervisor	1	0	1	Male	69	\$6,546.41	\$6,034.57	\$511.84
17	City Planner	1	0	1	Male	70	\$6,380.51	\$6,300.87	\$79.64
18	City Clerk	0	1	1	Female	70	\$6,215.36	\$6,300.87	(\$85.51)
23	Patrol Officer	14	3	17	Male	70	\$6,352.00	\$6,300.87	\$51.13
56	Engineering Tech. 3	1	0	1	Male	70	\$5,616.24	\$6,300.87	(\$684.63)
19	Office Supervisor	0	1	1	Female	75	\$6,215.36	\$7,272.14	(\$1,056.78)
21	Fire Marshal	1	0	1	Male	85	\$6,466.87	\$7,212.86	(\$745.99)
53	Civil Engineer 4	1	0	1	Male	85	\$7,330.12	\$7,212.86	\$117.26
25	Utilities Supervisor	1	0	1	Male	86	\$6,546.41	\$7,242.50	(\$696.09)
30	Police Sergeant	4	0	4	Male	86	\$7,593.56	\$7,242.50	\$351.06
31	Building Official	1	0	1	Male	89	\$7,330.12	\$7,428.45	(\$98.33)

Predicted Pay Report for Ramsey
Case : 2018 DATA

Job Nbr	Job Title	Nbr Males	Nbr Females	Total Nbr	Job Type	Job Points	Max Mo Salary	Predicted Pay	Pay Difference
34	IT Manager	1	0	1	Male	94	\$7,401.71	\$7,823.93	(\$422.22)
26	Human Resources Manager	0	1	1	Female	96	\$7,655.71	\$7,897.05	(\$241.34)
27	Assistant Finance Director	0	1	1	Female	96	\$7,655.71	\$7,897.05	(\$241.34)
24	PW Parks Sup./PW Asst Sup Int.	1	0	1	Male	97	\$8,182.51	\$8,000.27	\$182.24
35	Police Captain	2	0	2	Male	100	\$8,233.81	\$8,287.64	(\$53.83)
32	Public Works Superintendent	1	0	1	Male	102	\$8,515.60	\$8,480.66	\$34.94
33	Assist. C.A. / Econ. Dev. Man.	1	0	1	Male	102	\$8,515.60	\$8,480.66	\$34.94
36	City Engineer	1	0	1	Male	105	\$8,932.27	\$8,805.40	\$126.87
28	Community Dev. Director	1	0	1	Male	110	\$9,260.87	\$9,179.71	\$81.16
37	Fire Chief	1	0	1	Male	110	\$9,260.87	\$9,179.71	\$81.16
40	Finance Director	0	1	1	Female	113	\$9,532.67	\$9,400.91	\$131.76
41	Police Chief	1	0	1	Male	119	\$9,730.86	\$9,983.19	(\$252.33)
42	City Administrator	1	0	1	Male	138	\$11,714.34	\$11,648.82	\$65.52

Job Number Count: 48

Council Member introduced the following resolution and moved for its adoption:

RESOLUTION #18-017

RESOLUTION DIRECTING STAFF TO SUBMIT THE 2018 PAY EQUITY REPORT

WHEREAS, the State of Minnesota requires submission of a pay equity compliance report every three years; and

WHEREAS, the City of Ramsey is committed to ensuring that all jobs will be evaluated and given points according to the level of knowledge and responsibility required to do the job , and

WHEREAS, the computer evaluation shows that the City of Ramsey has passed the 2018 pay equity compliance requirement.

NOW, THEREFORE, BE IT RESOLVED THAT THE CITY COUNCIL OF THE CITY OF RAMSEY, ANOKA COUNTY, STATE OF MINNESOTA,

- 1) Motion to adopt resolution #18-017 directing Staff to submit the 2018 Pay Equity Report

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

and the following voted against the same:

and the following abstained:

and the following were absent:

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 23rd Day of January 2018.

CC Regular Session

4. 7.

Meeting Date: 01/23/2018

By: Colleen Lasher, Administrative Services

Information

Title

Adopt Resolution #18-030 to Accept the City Administrator's Annual Performance Evaluation and Professional Development Plan

Purpose/Background:

The purpose of this case is to accept the City Administrator's annual performance evaluation and professional development plan.

As part of the annual 360 degree performance evaluation for the City Administrator, direct reports, members of the City Council and City Administrator Kurt Ulrich completed their portion of the performance evaluation. Subsequently, the results were compiled and the Mayor and City Administrator met to discuss the results of the evaluation.

At the January 9, 2018, City Council work-session, the Council met in a closed session to conduct the annual performance evaluation of City Administrator Ulrich, as required by his employment agreement. The session was closed pursuant to Minnesota Statutes § 13D.05, subdivision 3(a) which states, in part "A public body may close a meeting to evaluate the performance of an individual who is subject to its authority. At its next open meeting, the public body shall summarize its conclusions regarding the evaluation, and this was done at the regular meeting on January 9. At the closed meeting, " The City Council concluded, by consensus, that Mr. Ulrich's performance meets expectations and that his annual performance evaluation, along with his 2018 professional development plan would be accepted and formally adopted at the January 23, 2018, City Council meeting.

Notification:

Attached

1. Resolution
2. 2018 professional development plan
3. State statute

Observations/Alternatives:

Staff does not recommend any alternatives.

Funding Source:

Not applicable.

Recommendation:

To accept Mr. Kurt Ulrich's annual performance evaluation and 2018 professional development plan.

Action:

Motion to adopt resolution #18-030 accepting Mr. Kurt Ulrich's annual performance evaluation and 2018 professional development plan.

Attachments

Resolution 18-030

Prof Dev Plan

Statute

Form Review

Inbox

Kurt Ulrich

Form Started By: Colleen Lasher

Final Approval Date: 01/18/2018

Reviewed By

Kurt Ulrich

Date

01/18/2018 01:51 PM

Started On: 01/17/2018 08:18 PM

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION # 18-030

RESOLUTION TO ACCEPT THE CITY ADMINISTRATOR'S ANNUAL PERFORMANCE EVALUATION AND PROFESSIONAL DEVELOPMENT PLAN

WHEREAS, the annual 360 degree Performance Evaluation was completed for the City Administrator; and

WHEREAS, the results were compiled and the Mayor and City Administrator met to discuss the results of the evaluation; and

WHEREAS, the City Council and the City Administrator discussed the City Administrator's performance in closed session on January 9, 2018; and

WHEREAS, the City Council concluded, by consensus, that Mr. Ulrich's performance meets expectations; and

WHEREAS, it was the consensus of the City Council to accept Mr. Ulrich's Performance Evaluation and 2018 Professional Development Plan.

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

- 1) Motion to adopt Resolution #18-030 accepting Mr. Kurt Ulrich's annual Performance Evaluation and 2018 Professional Development Plan.

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

and the following voted against the same:

and the following abstained:

and the following were absent:

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council
this the 23rd day of January, 2018

City Administrator Professional Development Plan 2018

Areas of Focus

The following areas of focus reflect specific areas of development identified in the *CheckPoint* 360 assessment feedback tool. The individual development plan below identifies specific challenges that I, as City Administrator, can undertake to address those issues.

Leadership

- Seek leadership positions in regional, state, and national organizations
- Seek and implement innovative solutions
- Recognize and celebrate employees that demonstrate the organization's core values
- Work with management team to implement and communicate personal development plan goals

Communicating Effectively

- Communicate in a straightforward manner
- Improve City's communication with residents via social media, newsletter, cable TV, and personal outreach
- Provide regular Strategic Plan updates to City Council
- Continue to provide regular and timely updates to the City Council ("before it hits the news" standard), and to provide effective back-up communication during absences

Providing Direction

- Expectations for performance shall be clearly communicated to staff
- Seek feedback from staff regarding understanding of direction
- Establish clear accountability
- Establish a manageable and equitable workload for staff
- Accomplish long-term objectives by planning incremental steps
- Focus on the overall mission while implementing details

Reviewed by City Council January 23, 2018

13D.05 MEETINGS HAVING DATA CLASSIFIED AS NOT PUBLIC.

Subdivision 1. **General principles.** (a) Except as provided in this chapter, meetings may not be closed to discuss data that are not public data.

(b) Data that are not public data may be discussed at a meeting subject to this chapter without liability or penalty, if the disclosure relates to a matter within the scope of the public body's authority and is reasonably necessary to conduct the business or agenda item before the public body.

(c) Data discussed at an open meeting retain the data's original classification; however, a record of the meeting, regardless of form, shall be public.

(d) All closed meetings, except those closed as permitted by the attorney-client privilege, must be electronically recorded at the expense of the public body. Unless otherwise provided by law, the recordings must be preserved for at least three years after the date of the meeting.

Subd. 2. **When meeting must be closed.** (a) Any portion of a meeting must be closed if expressly required by other law or if the following types of data are discussed:

(1) data that would identify alleged victims or reporters of criminal sexual conduct, domestic abuse, or maltreatment of minors or vulnerable adults;

(2) active investigative data as defined in section 13.82, subdivision 7, or internal affairs data relating to allegations of law enforcement personnel misconduct collected or created by a state agency, statewide system, or political subdivision;

(3) educational data, health data, medical data, welfare data, or mental health data that are not public data under section 13.32, 13.3805, subdivision 1, 13.384, or 13.46, subdivision 2 or 7; or

(4) an individual's medical records governed by sections 144.291 to 144.298.

(b) A public body shall close one or more meetings for preliminary consideration of allegations or charges against an individual subject to its authority. If the members conclude that discipline of any nature may be warranted as a result of those specific charges or allegations, further meetings or hearings relating to those specific charges or allegations held after that conclusion is reached must be open. A meeting must also be open at the request of the individual who is the subject of the meeting.

Subd. 3. **What meetings may be closed.** (a) A public body may close a meeting to evaluate the performance of an individual who is subject to its authority. The public body shall identify the individual to be evaluated prior to closing a meeting. At its next open meeting, the public body shall summarize its conclusions regarding the evaluation. A meeting must be open at the request of the individual who is the subject of the meeting.

(b) Meetings may be closed if the closure is expressly authorized by statute or permitted by the attorney-client privilege.

(c) A public body may close a meeting:

(1) to determine the asking price for real or personal property to be sold by the government entity;

(2) to review confidential or protected nonpublic appraisal data under section 13.44, subdivision 3; and

(3) to develop or consider offers or counteroffers for the purchase or sale of real or personal property.

Before holding a closed meeting under this paragraph, the public body must identify on the record the particular real or personal property that is the subject of the closed meeting. The proceedings of a meeting closed under this paragraph must be tape recorded at the expense of the public body. The recording must be preserved for eight years after the date of the meeting and made available to the public after all real or personal property discussed at the meeting has been purchased or sold or the governing body has abandoned the purchase or sale. The real or personal property that is the subject of the closed meeting must be specifically identified on the tape. A list of members and all other persons present at the closed meeting must be made available to the public after the closed meeting. If an action is brought claiming that public business other than discussions allowed under this paragraph was transacted at a closed meeting held under this paragraph during the time when the tape is not available to the public, section 13D.03, subdivision 3, applies.

An agreement reached that is based on an offer considered at a closed meeting is contingent on approval of the public body at an open meeting. The actual purchase or sale must be approved at an open meeting after the notice period required by statute or the governing body's internal procedures, and the purchase price or sale price is public data.

(d) Meetings may be closed to receive security briefings and reports, to discuss issues related to security systems, to discuss emergency response procedures and to discuss security deficiencies in or recommendations regarding public services, infrastructure and facilities, if disclosure of the information discussed would pose a danger to public safety or compromise security procedures or responses. Financial issues related to security matters must be discussed and all related financial decisions must be made at an open meeting. Before closing a meeting under this paragraph, the public body, in describing the subject to be discussed, must refer to the facilities, systems, procedures, services, or infrastructures to be considered during the closed meeting. A closed meeting must be tape recorded at the expense of the governing body, and the recording must be preserved for at least four years.

History: 1957 c 773 s 1; 1967 c 462 s 1; 1973 c 123 art 5 s 7; 1973 c 654 s 15; 1973 c 680 s 1,3; 1975 c 271 s 6; 1981 c 174 s 1; 1983 c 137 s 1; 1983 c 274 s 18; 1984 c 462 s 27; 1987 c 313 s 1; 1990 c 550 s 2,3; 1991 c 292 art 8 s 12; 1991 c 319 s 22; 1994 c 618 art 1 s 39; 1997 c 154 s 2; 1999 c 227 s 22; 2002 c 379 art 1 s 5; 2004 c 276 s 1; 2004 c 290 s 18; 2007 c 110 s 2; 2007 c 147 art 10 s 15; 2008 c 335 s 1; 2010 c 365 art 1 s 8

CC Regular Session

4. 8.

Meeting Date: 01/23/2018

By: Colleen Lasher, Administrative Services

Information

Title

Adopt Resolution 18-031 to Hire a Part-time Engineering Administrative Assistant

Purpose/Background:

The Purpose of this case is to request authorization to hire a part-time Engineering Administrative Assistant.

The Engineering Administrative Assistant will assist with various administrative duties. Duties will include website administration and updates; preparation and mailing of letters, memos and notices; Asset Management Program administration; Special Assessments program administration; meeting minutes; document filing and scanning; and back-up coverage for administrative assistants from other departments.

This position was approved as part of the 2018 budgeting process. As a result, an internal, followed by an external recruitment process was conducted. Staff received 43 applications, 16 first interviews were held and included the City Engineer, the Park & Recreation Administrative Assistant and the Human Resources Administrative Assistant. Six second interviews were held and included the Human Resources Manager and the City Engineer. Finalists participated in a typing test and letter composition exercise, which were administered by the Human Resources Administrative Assistant. Two candidates completed an online customer service assessment and were back-grounded .

Staff has is recommending the top candidate, Ms. Marsha Weidner, be hired as a Part-time Engineering Administrative Assistant at \$20.66 per hour, effective on or near February 7, 2018. Ms. Weidner will be subject to a 6-month probationary period and all Personnel Policies and/or employment contracts will apply.

Funding Source:

The 2018 funding for this position has been accounted for within the 2018 budget at \$22,898.

Recommendation:

To hire Ms. Marsha Weidner as a part-time Engineering Administrative Assistant, effective on or near February 7, 2018, at \$20.66 per hour which is step 1 of the 2018 wage scale.

Action:

Motion to adopt resolution #18-031 to hire Ms. Marsha Weidner as a part-time Engineering Administrative Assistant, effective on or near February 7, 2018, at \$20.66 per hour which is step 1 of the 2018 wage scale.

Attachments

Resolution 18-031

Form Review

Inbox

Kurt Ulrich

Form Started By: Colleen Lasher

Reviewed By

Kurt Ulrich

Date

01/18/2018 01:53 PM

Started On: 01/18/2018 08:27 AM

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #18-031

RESOLUTION TO HIRE A PART-TIME ENGINEERING ADMINISTRATIVE ASSISTANT

WHEREAS, as per the strategic plan, staff conducted a recruitment for a part-time Engineering Administrative Assistant; and

WHEREAS, an internal and external recruitment process was conducted; and

WHEREAS, Ms. Marsha Weidner has been selected as the top candidate for the position; and

WHEREAS, staff has completed the necessary background checks and is recommending that Ms. Weidner be hired as a Part-time Engineering Administrative Assistant at \$20.66 per hour effective on or near February 7, 2018; and

WHEREAS Ms. Weidner will be subject to a 6-month probationary period and all other Personnel Policies and/or employment contracts will apply.

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

- 1) Motion to adopt resolution #18-031 to hire Ms. Marsha Weidner as a part-time Engineering Administrative Assistant, effective on or near February 7, 2018, at \$20.66 per hour which is step 1 of the 2018 wage scale.

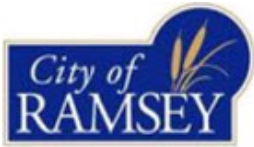
The motion for the adoption of the foregoing resolution was duly seconded by Councilmember and upon vote being taken thereon, the following voted in favor thereof:

and the following voted against the same:

and the following abstained:

and the following were absent:

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 23rd day of January, 2018.



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

CC Regular Session

7. 1.

Meeting Date: 01/23/2018

By: Bruce Westby, Engineering/Public Works

Information

Title:

Adopt Resolution #18-027 Approving Plans and Specifications and Authorizing Advertisements for Bids for 2018 Crackseal and Sealcoat Improvements, Improvement Project #18-04

Purpose/Background:

Purpose:

The purpose of this case is to adopt Resolution #18-027 approving plans and specifications and authorizing advertisements for bids for 2018 Crackseal and Sealcoat Improvements, Improvement Project #18-04.

Background:

Long-term Street Maintenance Program

Various city street segments receive crackseal and/or sealcoat improvements annually to maximize the life of their pavement sections.

Cracksealing protects pavement by preventing stormwater runoff from seeping through cracks in the pavement and joints between the pavement and concrete curb and gutter and utility castings. This reduces future pavement damage due to wet subgrade soils, especially during freeze-thaw cycles.

Sealcoating protects pavement from the negative effects of stormwater runoff, ultraviolet rays from the sun, and oil-based products deposited on the pavement by vehicles.

The City's typical maintenance schedule for public streets includes:

- Crackseal 3 years after construction, reconstruction, or overlays.
- Crackseal and sealcoat 7 years after construction, reconstruction, overlays, and sealcoats.
- Overlay 20 years after construction, reconstruction, or overlays.
- Reconstruct 60 years after construction or reconstruction.

While this is the typical maintenance schedule, it is important to note that Staff reviews the condition of all streets annually and adjusts the schedule of maintenance operations based on actual pavement conditions.

Plans and Specifications

Plans and specifications for the 2018 Crackseal and Sealcoat Improvements were prepared in-house as part of Staff's normal duties. A copy of the final plans are attached to this case.

A total of 22.71 miles of public streets are proposed to receive crackseal and/or sealcoat improvements in 2018.

Approximately 7.15 miles of City streets are proposed to receive crackseal improvements in 2018. In accordance with the City's typical maintenance schedule, these street segments are primarily composed of streets constructed or

reconstructed 3 years ago.

Approximately 15.56 miles of streets are proposed to receive crackseal and sealcoat improvements. Per the City's typical maintenance schedule, these street segments are primarily composed of streets constructed, reconstructed, overlaid, or sealcoated 7 years ago. Street segments proposed to receive crackseal and sealcoat improvements in 2018 were selected based on their Pavement and Surface Evaluation Rating (PASER) number, age, maintenance history, and/or location within the City relative to other street segments proposed to be sealcoated.

Dresser trap rock is again proposed for all sealcoating in lieu of granite rock chips due to anticipated project cost savings related to decreased availability of granite rock chips.

Staff is working with City of Elk River Staff to assign maintenance responsibilities for Jarvis Street, which is proposed to be cracksealed in 2018 as highlighted in green on the attached street data summary sheet. Staff will be prepared to address this in more detail when Council is asked to approve a construction contract on February 27th. In the meantime, Staff recommends bidding the project as presented with the City of Ramsey funding 100% of crackseal improvement costs for Jarvis Street, estimated at \$4,625.03.

Bids

Staff is proposing to bid the project using a base bid plus three (3) alternate bids. This is the same approach that was used on the 2017 Crackseal and Sealcoat Improvements project. This approach allows the City to accept a base bid and potentially one or more alternate bids so all or most of the \$500,000 budgeted for this work can be spent without bidding a second crackseal and sealcoat project, which results in higher indirect costs.

Streets in the base bid have the lowest PASER ratings and therefore have a higher priority for maintenance. Streets included as alternate bids are confined to areas D and E as described on the attached estimated project costs summary sheet. Alternate bids are prioritized such that bid alternate 1 should ideally be approved first, followed by bid alternate 2, and then bid alternate 3. This is primarily due to the proximity from other streets proposed to receive sealcoat improvements.

Project Modifications

This year, Staff proposes to award bids and require construction to be completed earlier in the year than in recent years. Staff believes this should reduce the amount of loose rock that occurs after the work is completed and the streets are swept due to the increased exposure warmer temperatures, which should allow the rock to be better imbedded within the oil before cooler temperatures set in. Per the project specifications, work may begin on or after June 18th, crackseal and sealcoat work must be completed by August 3rd, and all sweeping and striping work must be completed by August 31st.

Staff considered using smaller rock as well, which several cities are using now in an attempt to reduce loose rock on the street surface following sweepings as much as practical. However, Staff would like to observe the effects of completing construction earlier in the year before shifting to the use of smaller rock. Staff will evaluate this further before designing next year's crackseal and sealcoat project.

Staff also proposes to fog seal all cul-de-sacs included in the 2018 project. Numerous metro area cities fog seal over sealcoats in cul-de-sacs due to reported benefits including that the sealcoat looks newer longer, the life of the sealcoat is extended due to reduced loss of rock, and that fewer complaints are received regarding the amount of rock found in garages, homes and businesses after being tracked in on tires and the bottoms of shoes.

Other metro cities now fog seal the existing pavement in cul-de-sacs without sealcoating first. Staff also proposes to try this on up to three cul-de-sacs in this year's project and to monitor the results to see if this approach is more cost-effective than fog sealing over new sealcoats in the long-term.

Staff is not proposing to fog seal any linear street segments in 2018. This is because no benefits were observed by Staff upon fog sealing over newly sealcoated streets in Ramsey Meadows 2nd Addition and the parking lot of Fire Station 1 in 2016, or in 2015 when fog seal was applied over several newly sealcoated street segments. Based on continued monitoring of these streets and the parking lot at Fire Station 1, Staff believes that the benefits for fog

sealing linear street segments do not justify the cost.

The final modification Staff is proposing this year is to require the contractor to provide a third sweeping of all sealcoated streets before striping. This will remove more loose rock before striping, and will potentially reduce one round of sweeping that City Staff completes following the project. During the last couple of years, Staff has swept sealcoated streets two to three times to remove loose rock upon receiving complaints from the public.

Notification:

No notifications were required for this case.

Observations/Alternatives:

Observations:

If Council approves plans and specifications and authorizes advertisements for bids, the bid advertisements will be published in the Anoka Union Herald and in Finance and Commerce on January 26th and February 2nd. Bids will then be opened publicly on February 20th, and Council will be asked to accept bids and award a contract for construction on February 27th.

Alternatives:

Alternative #1 - Motion to adopt Resolution #18-027 approving plans and specifications and authorizing advertisements for bids for 2018 Crackseal and Sealcoat Improvements, Improvement Project #18-04.

Alternative #2 - Motion to deny adoption of Resolution #18-027 at this time.

Funding Source:

Attached is a cost estimate for the proposed improvements. Estimated costs for the base bid plus three alternates totals 623,169.69. This includes 14% indirect costs for administrative, engineering, legal and financing.

A total of \$500,000 was budgeted for 2018 Crackseal and Sealcoat Improvements.

Staff anticipates that bid prices will be generally favorable and equivalent to 2017 project costs. Staff therefore used average unit bid costs based on the 2017 crackseal and sealcoat project bids to estimate 2018 project costs.

No special assessments are proposed with this project.

Recommendation:

Staff recommends Alternative Action #1.

The Public Works Committee reviewed the proposed 2018 Crackseal and Sealcoat Improvement project on January 16th and recommended City Council approval of plans and specifications.

Action:

Motion to adopt Resolution #18-027 approving plans and specifications and authorizing advertisements for bids for 2018 Crackseal and Sealcoat Improvements, Improvement Project #18-04.

Attachments

Resolution 18-027

IP 18-04 Plans

IP 18-04 Est Proj Costs

Street Segment Summary

Inbox

Kurt Ulrich

Form Started By: Bruce Westby

Final Approval Date: 01/18/2018

Reviewed By

Kurt Ulrich

Date

01/18/2018 01:34 PM

Started On: 01/16/2018 08:50 AM

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

RESOLUTION #18-027

RESOLUTION APPROVING PLANS AND SPECIFICATIONS AND AUTHORIZING ADVERTISEMENTS FOR BIDS FOR 2018 CRACKSEAL AND SEALCOAT IMPROVEMENTS, IMPROVEMENT PROJECT #18-04

WHEREAS, the City of Ramsey adopted a budget for 2018 including \$500,000 to crackseal and sealcoat various public streets as part of the City's annual Street Maintenance Program; and

WHEREAS, the City Engineer has prepared plans and specifications for the purpose of advertising for bids for the same improvements.

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

- 1) The City Council hereby approves final plans and specifications as prepared by the City Engineer with reference to Improvement Project #18-04, 2018 Crackseal and Sealcoat Improvements, and authorizes the advertisement of bids for the same improvements.

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

and the following voted against the same:

and the following abstained:

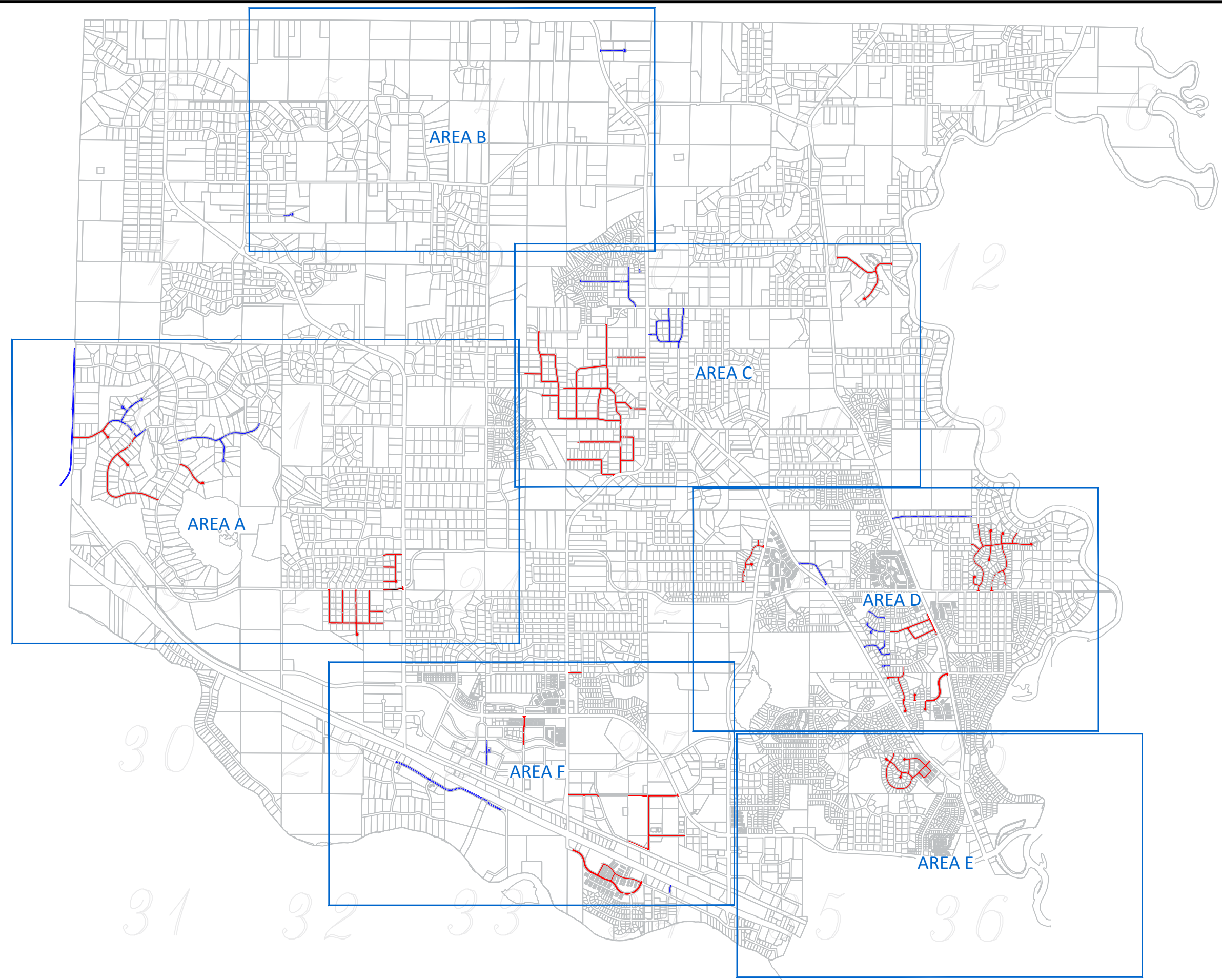
and the following were absent:



Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 23rd day of January, 2018.

Mayor

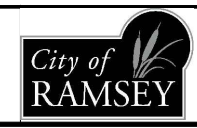
ATTEST:

City Clerk



 CRACK SEAL AND SEAL COAT - 2018 PROPOSED STREETS
 CRACK SEAL

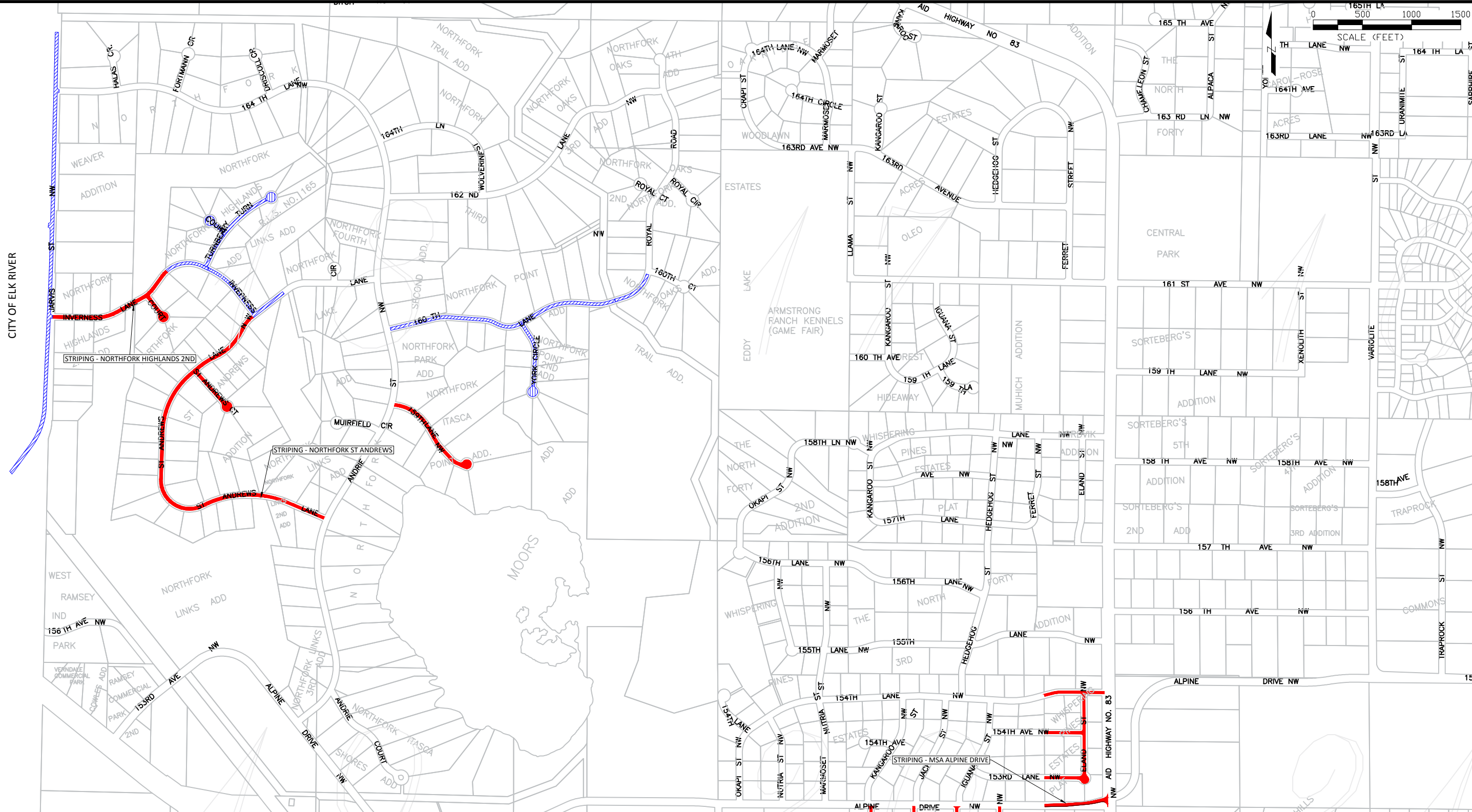
NOTE: SEAL COAT - USE CRS-2 BIT MATERIAL
CUL-DE-SACS - USE CRS-2P BIT MATERIAL AND FOG SEAL



CITY OF RAMSEY
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OVERALL MAP

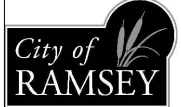
2018 CRACK SEAL AND SEAL COAT PROJECT
CITY PROJECT NO. 18-04
CITY OF RAMSEY, MINNESOTA



AREA A STRIPING SUMMARY

SUBDIVISION	SEGMENT DESCRIPTION	ITEM DESCRIPTION	UNIT	QUANTITY
NORTHFORK HIGHLANDS 2ND	INVERNESS LANE	CROSSWALK MARKINGS	SF	120
NORTHFORK ST ANDREWS	ST ANDREWS LANE	CROSSWALK MARKINGS	SF	150
MSA	ALPINE DRIVE - 400' W OF CR 83 / CR 83	4" SOLID LINE WHITE	LF	1230
		4" DOUBLE SOLID LINE YELLOW	LF	615
		CROSSWALK MARKINGS	SF	144

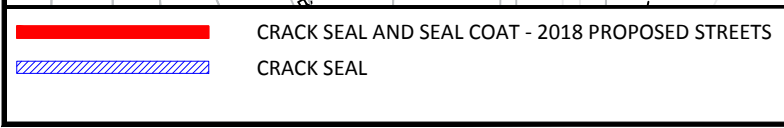
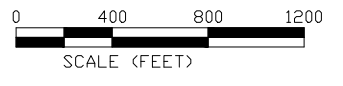
█ CRACK SEAL AND SEAL COAT - 2018 PROPOSED STREETS NOTE: SEAL COAT - USE CRS-2 BIT MATERIAL
 CRACK SEAL CUL-DE-SACS - USE CRS-2P BIT MATERIAL AND FOG SEAL



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**DETAIL MAP
AREA A**

2018 CRACK SEAL AND SEAL COAT PROJECT
 CITY PROJECT NO. 18-04
 CITY OF RAMSEY, MINNESOTA

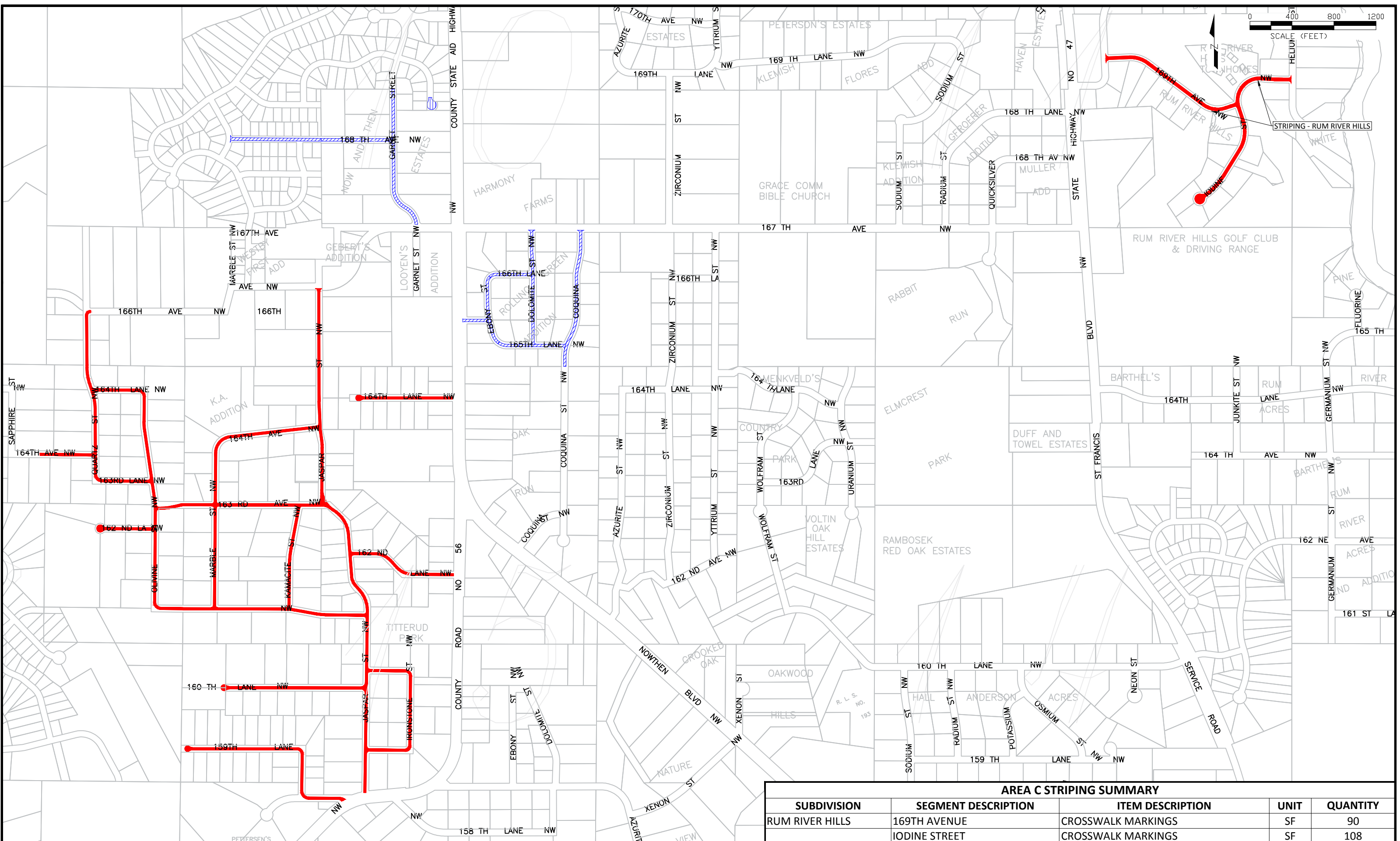
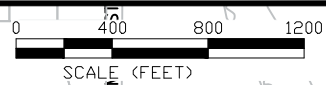


NOTE: SEAL COAT - USE CRS-2 BIT MATERIAL
 CUL-DE-SACS - USE CRS-2P BIT MATERIAL AND FOG SEAL

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**DETAIL MAP
 AREA B**

**2018 CRACK SEAL AND SEAL COAT PROJECT
 CITY PROJECT NO. 18-04
 CITY OF RAMSEY, MINNESOTA**

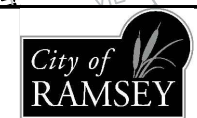


AREA C STRIPING SUMMARY

SUBDIVISION	SEGMENT DESCRIPTION	ITEM DESCRIPTION	UNIT	QUANTITY
RUM RIVER HILLS	169TH AVENUE	CROSSWALK MARKINGS	SF	90
	IODINE STREET	CROSSWALK MARKINGS	SF	108

 CRACK SEAL AND SEAL COAT - 2018 PROPOSED STREETS
 CRACK SEAL

NOTE: SEAL COAT - USE CRS-2 BIT MATERIAL
 CUL-DE-SACS - USE CRS-2P BIT MATERIAL AND FOG SEAL

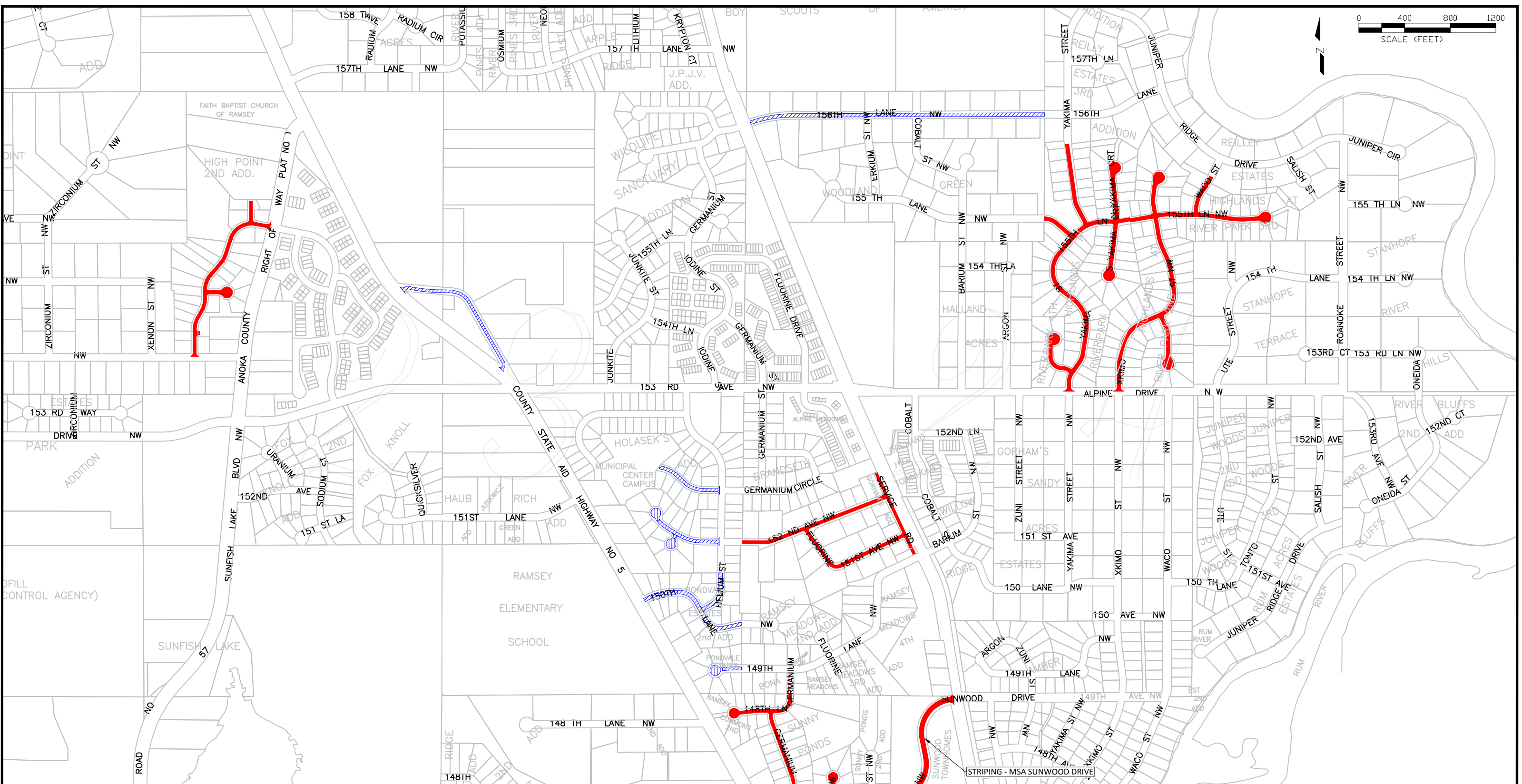
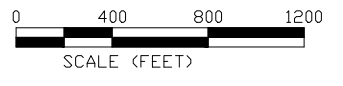


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DETAIL MAP
 AREA C



2018 CRACK SEAL AND SEAL COAT PROJECT
 CITY PROJECT NO. 18-04
 CITY OF RAMSEY, MINNESOTA

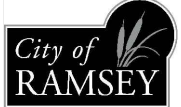
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AREA D STRIPING SUMMARY

SUBDIVISION	SEGMENT DESCRIPTION	ITEM DESCRIPTION	UNIT	QUANTITY
MSA	SUNWOOD DRIVE - ERKIUUM ST / TH 47	4" SOLID LINE WHITE	LF	2,695
		4" DOUBLE SOLID LINE YELLOW	LF	1,485
		24" SOLID LINE YELLOW	LF	30
		PVT MSSG (LT TURN ARROW)	EA	2
		CROSSWALK MARKINGS	SF	198

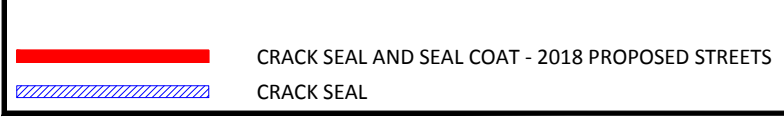
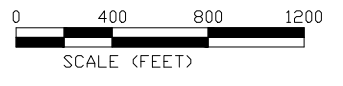
 CRACK SEAL AND SEAL COAT - 2018 PROPOSED STREETS
 CRACK SEAL
 NOTE: SEAL COAT - USE CRS-2 BIT MATERIAL
 CUL-DE-SACS - USE CRS-2P BIT MATERIAL AND FOG SEAL



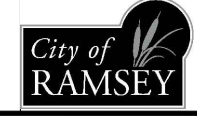
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DETAIL MAP
 AREA D

2018 CRACK SEAL AND SEAL COAT PROJECT
 CITY PROJECT NO. 18-04
 CITY OF RAMSEY, MINNESOTA



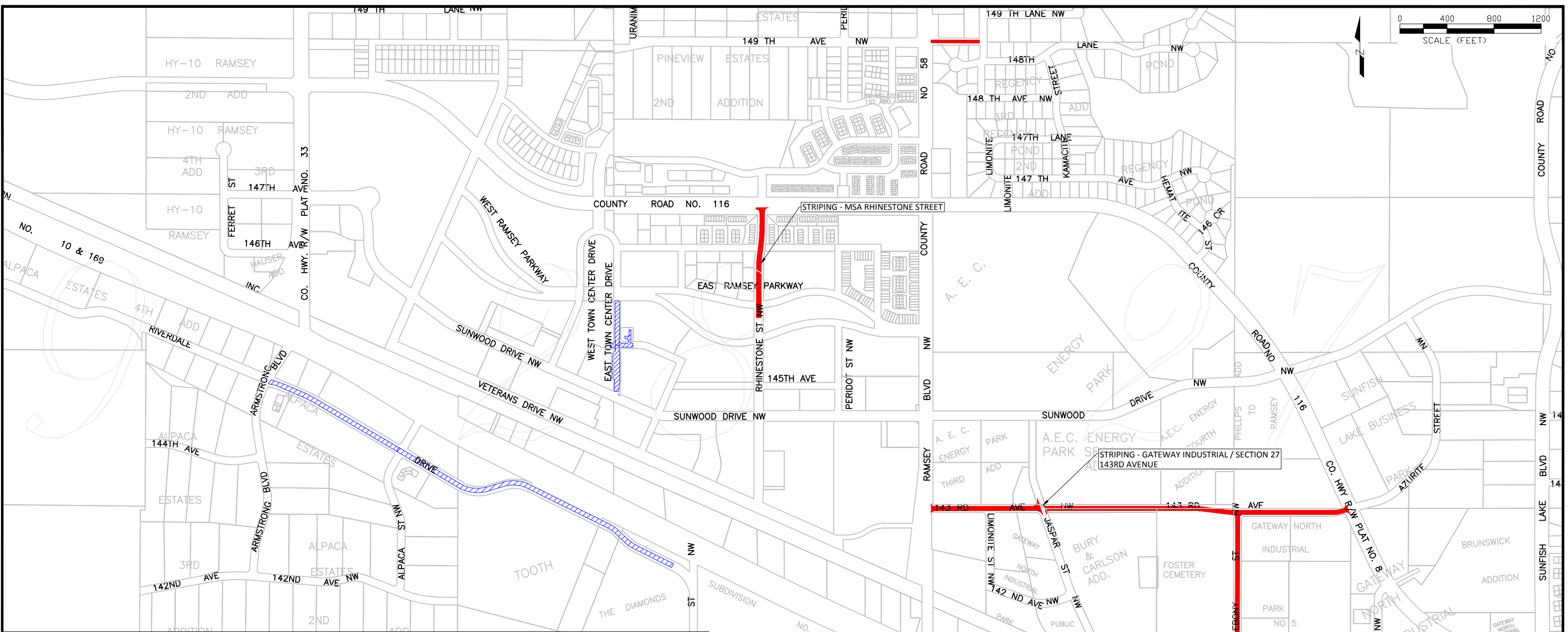
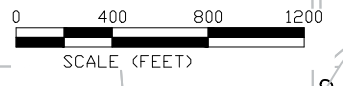
NOTE: SEAL COAT - USE CRS-2 BIT MATERIAL
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DETAIL MAP
AREA E

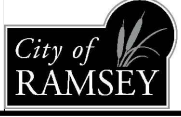
2018 CRACK SEAL AND SEAL COAT PROJECT
CITY PROJECT NO. 18-04
CITY OF RAMSEY, MINNESOTA



AREA F STRIPING SUMMARY

SUBDIVISION	SEGMENT DESCRIPTION	ITEM DESCRIPTION	UNIT	QUANTITY
MSA	RHINESTONE STREET - EAST RAMSEY PKWY WB / CR 116	4" SOLID LINE WHITE	LF	85
		4" DOUBLE SOLID LINE YELLOW	LF	275
		4" BROKEN LINE YELLOW	LF	120
		24" SOLID LINE WHITE	LF	27
		24" SOLID LINE YELLOW	LF	25
		PVT MSSG (LT TURN ARROW)	EA	1
		CROSSWALK MARKINGS	SF	216
MSA	RIVERDALE DRIVE - RAMSEY BLVD / GARNET ST	4" SOLID LINE WHITE	LF	5646
		4" DOUBLE SOLID LINE YELLOW	LF	2745
		CROSSWALK MARKINGS	SF	150
GATEWAY NORTH INDUSTRIAL PARK	143RD AVENUE	4" SOLID LINE WHITE	LF	1595
		4" DOUBLE SOLID LINE YELLOW	LF	795
SECTION 27 UNPLATTED	143RD AVENUE	4" SOLID LINE WHITE	LF	4895
		4" DOUBLE SOLID LINE YELLOW	LF	2465

 CRACK SEAL AND SEAL COAT - 2018 PROPOSED STREETS NOTE: SEAL COAT - USE CRS-2 BIT MATERIAL
 CRACK SEAL CUL-DE-SACS - USE CRS-2P BIT MATERIAL AND FOG SEAL



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DETAIL MAP
 AREA F

2018 CRACK SEAL AND SEAL COAT PROJECT
 CITY PROJECT NO. 18-04
 CITY OF RAMSEY, MINNESOTA

2018 Seal Coat and Crack Seal Improvements Costs Summary		Project
Area Map	Total Miles	Total Cost
A	5.25	\$ 127,784.06
B	0.22	\$ 1,146.45
C	6.54	\$ 158,182.36
D	5.99	\$ 154,506.09
E	1.16	\$ 46,585.57
F	3.55	\$ 134,965.15
<i>Project Total</i>	<i>22.71</i>	<i>\$ 623,169.69</i>

2018 Seal Coat and Crack Seal Preliminary Estimate		
Bid Type	Total Miles	Total Cost
BASE AREA	18.64	\$ 447,330.63
ALT 1 (HIGHLANDS 1ST - 4TH)	1.61	\$ 69,725.50
ALT 2 (SUNWOOD DRIVE / SUNNY PONDS / RAMSEY COMMONS 2ND / SECTION 24 UNPLATTED)	1.30	\$ 59,527.99
ALT 3 (THE PONDS OF RAMSEY)	1.16	\$ 46,585.57
<i>PROJECT TOTAL</i>	<i>22.71</i>	<i>\$ 623,169.69</i>

Note: ALT 1 & ALT 2 are located in Map Area D. ALT 3 is located in Map Area E.

**18-04 SEAL COAT AND CRACK SEAL IMPROVEMENTS
STREET SEGMENT SUMMARIES**

MAP AREA A											
Subdivision	Street	Curb	Length (feet)	Length (miles)	2017 Rating	Program	Year Built	Maintenance 1	Maintenance 2	Maintenance 3	Maintenance 4
Menkveld's Pine Hills North	Iguana Street - Menkveld Pine Hills North CDS	Bit	164	0.03	6	SC	1982	SC 1 - 1987	SC 2 - 2008		
MSA - ALPINE DRIVE	Alpine Drive - Pt 400 ft w/CR 83 / CR 83	Concrete	645	0.12	6	SC	2001	SC 1 - 2007			
MSA JARVIS STREET	Jarvis Street - N Section Line / N Line Parcel 18-32-0002	Concrete	4578	0.87	10	CS	2015				
Northfork Highlands	Inverness Lane - Turnberry Turn / E EOP	Bit	638	0.12	10	CS	1994	SC 1 - 1999	OL - 2015		
	Inverness Lane - Turnberry Turn / W EOP	Bit	457	0.09	10	CS	1994	SC 1 - 1999	OL - 2015		
	Turnberry Court - Turnberry Turn / CDS	Bit	236	0.04	10	CS	1994	SC 1 - 1999	OL - 2015		
	Turnberry Turn - Inverness Ln / Turnberry Court	Bit	362	0.07	10	CS	1994	SC 1 - 1999	OL - 2015		
	Turnberry Turn - Turnberry Crt / CDS	Bit	682	0.13	10	CS	1994	SC 1 - 1999	OL - 2015		
Northfork Highlands 2nd	Inverness Lane - Jarvis St / E EOP	Bit	1326	0.25	5	SC	2000	SC 1 - 2008			
Northfork Itasca Point	159th Lane - Andrie St / CDS	Bit	1051	0.20	7	SC	1999	SC 1 - 2008			
Northfork Links 2nd	St Andrews Lane - Andrie St / W EOP	Bit	655	0.12	6	SC	1993	SC 1 - 1999			
Northfork Oaks	160th Lane - 160th Court / W EOP	Bit	445	0.08	10	CS	1994	SC 1 - 1999	OL - 2015		
Northfork Point	160th Lane - York Cir / E EOP	Bit	1008	0.19	10	CS	1991	SC 1 - 1999	OL - 2015		
	160th Lane - Andrie St / York Cir	Bit	1367	0.26	10	CS	1991	SC 1 - 1999	OL - 2015		
	York Circle - 160th Ln / CDS	Bit	772	0.15	10	CS	1991	SC 1 - 1999	OL - 2015		
Northfork St Andrews	St Andrews Lane - Inverness Lane / SE EOP	Bit	400	0.08	10	CS	2001	SC 1 - 2008	OL - 2015		
	Inverness Court - Inverness Ln / CDS	Bit	313	0.06	4	SC	2001	SC 1 - 2008			
	St Andrews Court - St Andrews Ln / CDS	Bit	474	0.09	7	SC	2001	SC 1 - 2008			
	St Andrews Lane - Inverness Ln / St Andrews Crt	Bit	816	0.15	6	SC	2001	SC 1 - 2008			
	St Andrews Lane - St Andrews Crt / SE EOP	Bit	2454	0.46	7	SC	2001	SC 1 - 2008			
Whispering Pine Estates Plat 2	151st Lane - Kangaroo St / E EOP	N/A	1752	0.33	5	SC	1980	SC 1 - 1987	SC 2 - 2008		
	152nd Avenue - Hedgehog St / E EOP	N/A	422	0.08	5	SC	1994	SC 1 - 2001	SC 2 - 2008		
	Hedgehog Street - 151st Ln / 153rd Ave	N/A	1055	0.20	5	SC	1994	SC 1 - 2001	SC 2 - 2008		
	Iguana Street - 151st Ln / 153rd Ave	N/A	1055	0.20	6	SC	1998	SC 1 - 2007	SC 2 - 2007		
	Iguana Street - S EOP / 151st Ln	N/A	238	0.05	6	SC	1980	SC 1 - 1987	SC 2 - 2008		
	Jackel Street - 151st Ln / 153rd Ave	N/A	1055	0.20	7	SC	1998	SC 1 - 2007	SC 2 - 2007		
	Kangaroo Street - 151st Ln / 153rd Ave	N/A	1054	0.20	6	SC	1980	SC 1 - 1987	SC 2 - 2008		
Whispering Pines Estates Plat 4	153rd Lane - W EOP / Eland St	Bit	440	0.08	4	SC	1978	SC 1 - 1984	SC 2 - 1992	OL - 2003	SC 3 - 2008
	154th Avenue - W EOP / Eland St	Bit	392	0.07	4	SC	1978	SC 1 - 1984	SC 2 - 1992	OL - 2003	SC 3 - 2008
	154th Lane - Eland St / CR 83	Bit	208	0.04	4	SC	1978	SC 1 - 1984	SC 2 - 1992	OL - 2003	SC 3 - 2008
	154th Lane - W EOP / Eland St	Bit	405	0.08	4	SC	1978	SC 1 - 1984	SC 2 - 1992	OL - 2003	SC 3 - 2008
	Eland Street - 154th Ave / 154th Ln	Bit	400	0.08	6	SC	1978	SC 1 - 1984	SC 2 - 1992	OL - 2003	SC 3 - 2008
	Eland Street - 153rd Ln / 154th Ave	Bit	402	0.08	6	SC	1978	SC 1 - 1984	SC 2 - 1992	OL - 2003	SC 3 - 2008

MAP AREA B											
Subdivision	Street	Curb	Length (feet)	Length (miles)	2017 Rating	Program	Year Built	Maintenance 1	Maintenance 2	Maintenance 3	Maintenance 4
Rabbit Meadow	171st Ave - W EOP / E EOP	N/A	316	0.06	10	CS	2015				
Tall Pine Ridge	180th Avenue - CSAH 5 / E EOP	N/A	831	0.16	10	CS	2015				

MAP AREA C												
Subdivision	Street	Curb	Length (feet)	Length (miles)	2017 Rating	Program	Year Built	Maintenance 1	Maintenance 2	Maintenance 3	Maintenance 4	
Rum River Hills	169th Avenue - 170th Ln / Iodine St	Bit	1403	0.27	7	SC	1986	SC 1 - 1992	OL - 2004	SC 2 - 2009		
	Iodine Street - Helium St / CDS	Bit	1728	0.33	8	SC	1986	SC 1 - 1992	OL - 2004	SC 2 - 2009		
Section 15 Unplatted	159th Lane - Jaspar St / Ironstone St	Bit	396	0.08	6	SC	1985	SC 1 - 1987	SC 2 - 1993	OL - 2000	SC 3 - 2007	
	159th Lane - W Sec Line / Ramsey Blvd	Bit	1919	0.36	8	SC	1985	SC 1 - 1987	SC 2 - 1993	OL - 2000	SC 3 - 2007	
	160th Lane - Jaspar St / Ironstone St	Bit	396	0.08	6	SC	1985	SC 1 - 1987	SC 2 - 1993	OL - 2000	SC 3 - 2007	
	161st Lane - W Section Line / Jaspar St	Bit	1748	0.33	5	SC	1985	SC 1 - 1987	SC 2 - 1993	OL - 2000	SC 3 - 2007	
	162nd Lane - Jaspar St / Ramsey Blvd	Bit	1042	0.20	6	SC	1985	SC 1 - 1987	SC 2 - 1993	OL - 2000	SC 3 - 2007	
	163rd Avenue - W Section Line / Jaspar St	Bit	1352	0.26	7	SC	1985	SC 1 - 1987	SC 2 - 1993	OL - 2000	SC 3 - 2007	
	164th Avenue - NE PC Marble St / Jaspar St	Bit	963	0.18	7	SC	1985	SC 1 - 1987	SC 2 - 1993	OL - 2000	SC 3 - 2007	
	164th Lane - Termini / Nowthen Blvd	Bit	891	0.17	4	SC	1994	SC 1 - 2001				
	Ironstone Street - 159th Ln / 160th Ln	Bit	735	0.14	6	SC	1985	SC 1 - 1987	SC 2 - 1993	OL - 2000	SC 3 - 2007	
	Jaspar Street - 160th Ln / 161st Ln	Bit	691	0.13	6	SC	1985	SC 1 - 1987	SC 2 - 1993	OL - 2000	SC 3 - 2007	
	Jaspar Street - 161st Ln / 166th Ave	Bit	3206	0.61	6	SC	1985	SC 1 - 1987	SC 2 - 1993	OL - 2000	SC 3 - 2007	
	Kamacite Street - 163rd Ave / 161st Ln	Bit	975	0.18	5	SC	1985	SC 1 - 1987	SC 2 - 1993	OL - 2000	SC 3 - 2007	
	Marble Street - 161st Ln / NE PC 164th Ave	Bit	1586	0.30	6	SC	1985	SC 1 - 1987	SC 2 - 1993	OL - 2000	SC 3 - 2007	
	Section 16 Unplatted	161st Lane - Olivine St / E Section Line	Bit	258	0.05	6	SC	1985	SC 1 - 1987	SC 2 - 1993	OL - 2000	SC 3 - 2007
162nd Lane - CDS / Olivine St		Bit	545	0.10	6	SC	1985	SC 1 - 1987	SC 2 - 1993	OL - 2000	SC 3 - 2007	
163rd Avenue - Olivine St / E Section Line		Bit	263	0.05	7	SC	1985	SC 1 - 1987	SC 2 - 1993	OL - 2000	SC 3 - 2007	
163rd Lane - Quartz St / Olivine St		Bit	512	0.10	5	SC	1985	SC 1 - 1987	SC 2 - 1993	OL - 2000	SC 3 - 2007	
164th Avenue - Quartz / Pt 285 ft E of Sapphire St		Bit	517	0.10	6	SC	1985	SC 1 - 1987	SC 2 - 1993	OL - 2000	SC 3 - 2007	
164th Lane - Quartz St / Olivine St		Bit	477	0.09	7	SC	1985	SC 1 - 1987	SC 2 - 1993	OL - 2000	SC 3 - 2007	
Olivine Street - 164th Ln / 161st Ln		Bit	2058	0.39	6	SC	1985	SC 1 - 1987	SC 2 - 1993	OL - 2000	SC 3 - 2007	
Quartz Street - N Section Line / 163rd Ln		Bit	1098	0.21	6	SC	1985	SC 1 - 1987	SC 2 - 1993	OL - 2000	SC 3 - 2007	
Brookfield	Feldspar Street - CDS	Concrete	115	0.02	9	CS	2015					
Brookfield 6th	168th Avenue - Marble St / E EOP	Concrete	860	0.16	10	CS	2015					
Now and Then Estates	168th Avenue - W EOP / Garnet St	Concrete	675	0.13	10	CS	2015					
	Garnet Street - 167th Ave / N EOP	Concrete	1368	0.26	10	CS	2015					
Rolling Green	165th Lane - NW PC Ebony & 165th Ln / Conquina St	Bit	643	0.12	10	CS	1984	SC 1 - 1990	OL - 1998	SC 2 - 2004	OL 2 - 2015	
	165th Lane - Nowthen Blvd / Ebony St	Bit	241	0.05	10	CS	1984	SC 1 - 1990	OL - 1998	SC 2 - 2004	OL 2 - 2015	
	166th Lane - SW PC Ebony & 166th Ln / Dolomite St	Bit	402	0.08	10	CS	1984	SC 1 - 1990	OL - 1998	SC 2 - 2004	OL 2 - 2015	
	Conquina Street - S EOP / 167th Ave	Bit	1320	0.25	10	CS	1984	SC 1 - 1990	OL - 1998	SC 2 - 2004	OL 2 - 2015	
	Dolomite Street - 165th Ln / 167th Ave	Bit	1086	0.21	10	CS	1984	SC 1 - 1990	OL - 1998	SC 2 - 2004	OL 2 - 2015	
	Ebony Street - NW PC @ 165th / SW PC @ 166th	Bit	653	0.12	10	CS	1984	SC 1 - 1990	OL - 1998	SC 2 - 2004	OL 2 - 2015	
MSA - 160TH LANE	160th Lane - W Section Line / Jaspar St	Bit	1372	0.26	6	SC	1985	SC 1 - 1987	SC 2 - 1993	OL - 2000	SC 3 - 2007	
MSA - JASPAR STREET	Jaspar Street - Ramsey Blvd / 160th Ln	Bit	1038	0.20	7	SC	1985	SC 1 - 1987	SC 2 - 1993	OL - 2000	SC 3 - 2007	

MAP AREA D											
Subdivision	Street	Curb	Length (feet)	Length (miles)	2017 Rating	Program	Year Built	Maintenance 1	Maintenance 2	Maintenance 3	Maintenance 4
Highlands at River Park	155th Lane - Yakima Cr/ EOP	Concrete	164	0.03	8	SC	2002	SC 1 - 2008			
	Yakima Street - 155th Ln / N EOP	Concrete	726	0.14	8	SC	2002	SC 1 - 2008			
	Yakima Street - Alpine Dr / 155th Ln	Concrete	1514	0.29	8	SC	2002	SC 1 - 2008			
	155th Lane - W EOP / Yakima Cr	Concrete	710	0.13	8	SC	2002	SC 1 - 2008			
	South Yakima Court - 155th Ln / CDS	Concrete	459	0.09	8	SC	2002	SC 1 - 2008			
Highlands at River Park 2nd	Yakima Court - 155th Ln / N EOP	Concrete	458	0.09	8	SC	2003	SC 1 - 2008			
	Waco Court - Xkimo St / CDS	Concrete	427	0.08	8	SC	2003	SC 1 - 2008			
	Xkimo Street - Waco Cr / 155th Ln	Concrete	924	0.18	8	SC	2003	SC 1 - 2008			
	Xkimo Street - Alpine Dr / Waco Cr	Concrete	845	0.16	8	SC	2003	SC 1 - 2008			
	155th Lane - E EOP / W EOP	Concrete	407	0.08	8	SC	2003	SC 1 - 2008			
Highlands at River Park 3rd	Waco Street - 155th Ln / N EOP	Concrete	350	0.07	8	SC	2003	SC 1 - 2008			
	Xkimo Street - 155th Ln / CDS	Concrete	332	0.06	8	SC	2003	SC 1 - 2008			
	155th Lane - Waco St / CDS	Concrete	613	0.12	8	SC	2003	SC 1 - 2008			
	155th Lane - Waco St / E EOP	Concrete	172	0.03	8	SC	2003	SC 1 - 2008			
Highlands at River Park 4th	Zuni Court - Yakima St / CDS	Concrete	413	0.08	8	SC	2004	SC 1 - 2008			
MSA Sunwood Drive	Sunwood Drive - Erkiu St / TH 47	Concrete	1333	0.25	8	SC	2000	SC 1 - 2006			
Harvest Estates	152nd Court - Helium St / CDS	Concrete	701	0.13	10	CS	2015				
	152nd Lane - Helium St / W EOP	Concrete	585	0.11	10	CS	2015				
	152nd Terrace - 152nd Ct / CDS	Concrete	134	0.03	10	CS	2015				
MSA 156TH LANE	156th Lane - E EOP / TH 47	Bit	2583	0.49	10	CS	1974	SC 1 - 1981	OL - 1990	SC 2 - 1996	OL 2 - 2015
Pondvale Estates	149th Lane - E EOP / CDS	Concrete	278	0.05	10	CS	1993	SC 1 - 1998	SC 2 - 2005	OL - 2015	
	150th Lane - CSAH 5 / E EOP	Bit	300	0.06	10	CS	1984	SC 1 - 1992	SC 2 - 2005	OL - 2015	
Pondvale Estates 2nd	150th Lane - W EOP / Helium St	Bit	7587	1.44	10	CS	1984	SC 1 - 1992	SC 2 - 2005	OL - 2015	
	150th Lane - Helium St / E EOP	Bit	441	0.08	10	CS	1984	SC 1 - 1992	SC 2 - 2005	OL - 2015	
	Helium Street - 150th Ln / N EOP	Bit	401	0.08	10	CS	1984	SC 1 - 1992	SC 2 - 2005	OL - 2015	
Section 23 Unplatted - Crack Fill Only	Old Hwy 5 - Hwy 5 / Hwy 5	Bit	1295	0.25	9	CS	1974	SC 1 - 1984	SC 2 - 1992	OL - 2010	
Alpine Woods	154th Court - Vanadium St / CDS	Concrete	229	0.04	8	SC	2004	SC 1 - 2010			
	155th Avenue - CR 57 / Uranium St	Concrete	140	0.03	8	SC	2004	SC 1 - 2010			
	Uranium Street - 155th Ave / N EOP	Concrete	183	0.03	8	SC	2004	SC 1 - 2010			
	Vanadium Street - 153rd Ln / 155th Ave	Concrete	1377	0.26	8	SC	2004	SC 1 - 2010			
Ramsey Commons 2nd	148th Lane - E EOP / CDS	Concrete	402	0.08	7	SC	1993	SC 1 - 1998	SC 2 - 2005		
Section 24 Unplatted	151st Avenue - NW PC Fluorine St / Service Rd	Bit	670	0.13	10	SC	2010	CS 1 - 2014			
	152nd Avenue - Service Rd / Termini	Bit	1330	0.25	10	SC	2010	CS 1 - 2014			
	Fluorine Street - 152nd Ave / 151st Ave	Bit	413	0.08	10	SC	2010	CS 1 - 2014			
	Service Road - NW EOP Gorhams / SE EOP	Bit	792	0.15	6	SC	1996	SC 1 - 2006			
Sunny Ponds	148th Lane - Germanium St / W EOP	Concrete	111	0.02	7	SC	1993	SC 1 - 1998	SC 2 - 2005		
	Erkiu Street - Sunfish Lake Dr / S End CDS	Concrete	307	0.06	7	SC	1993	SC 1 - 1998	SC 2 - 2005		
	Fluorine Street - Sunfish Lake Dr / N End CDS	Concrete	223	0.04	7	SC	1993	SC 1 - 1998	SC 2 - 2005		
	Germanium Street - Sunfish Lake Dr / 148th Ln	Concrete	747	0.14	7	SC	1993	SC 1 - 1998	SC 2 - 2005		
	Germanium Street - Sunfish Lake Dr / S End CDS	Concrete	402	0.08	7	SC	1993	SC 1 - 1998	SC 2 - 2005		
	Germanium Street - 148th Ln / N EOP	Concrete	127	0.02	7	SC	1993	SC 1 - 1998	SC 2 - 2005		

MAP AREA E											
Subdivision	Street	Curb	Length (feet)	Length (miles)	2017 Rating	Program	Year Built	Maintenance 1	Maintenance 2	Maintenance 3	Maintenance 4
The Ponds of Ramsey	144th Avenue - Iodine St / CDS	Concrete	182	0.03	8	SC	2002	SC 1 - 2007			
	144th Avenue - Iodine St / Fluorine St	Concrete	713	0.14	8	SC	2002	SC 1 - 2007			
	144th Avenue - Iodine St E / Fluorine St	Concrete	192	0.04	8	SC	2002	SC 1 - 2007			
	144th Court - 144th Ave / CDS	Concrete	200	0.04	8	SC	2002	SC 1 - 2007			
	144th Way - Iodine St N / Iodine St S	Concrete	744	0.14	8	SC	2002	SC 1 - 2007			
	145th Avenue - Fluorine St / CDS	Concrete	204	0.04	8	SC	2002	SC 1 - 2007			
	145th Avenue - Iodine St / Fluorine St	Concrete	603	0.11	8	SC	2002	SC 1 - 2007			
	Fluorine Street - 145th Ave / 144th Ave	Concrete	457	0.09	8	SC	2002	SC 1 - 2007			
	Iodine Street - 144th Ave W / W EOP	Concrete	304	0.06	8	SC	2002	SC 1 - 2007			
	Iodine Street - 144th Ave E / 144th Ave W	Concrete	1768	0.33	8	SC	2002	SC 1 - 2007			
	Iodine Street - 145th Ave / 144th Way	Concrete	254	0.05	8	SC	2002	SC 1 - 2007			
	Iodine Street - CSAH 5 / 145th Ave	Concrete	200	0.04	8	SC	2002	SC 1 - 2007			
	Iodine Street - 144th Way S / 144th Way E	Concrete	319	0.06	8	SC	2002	SC 1 - 2007			

MAP AREA F											
Subdivision	Street	Curb	Length (feet)	Length (miles)	2017 Rating	Program	Year Built	Maintenance 1	Maintenance 2	Maintenance 3	Maintenance 4
MSA Rhinestone Street	Rhinestone Street - East Ramsey Pkwy WB / CR 116	Concrete	936	0.18	9	SC	2007				
MSA Riverdale Drive (East of Ramsey)	Riverdale Drive - Ramsey Blvd - 183' East of CL / Garnet St	Concrete	2493	0.47	7	SC	2003	SC 1 - 2003			
	Riverdale Drive - Feldspar St / Garnet St	Concrete	566	0.11	7	SC	1992	SC 1 - 1999			
Rivenwick Village	139th Avenue - Hematite St / Jasper St	Concrete	531	0.10	8	SC	2004	SC 1 - 2009			
	139th Avenue - Riverdale Dr / Hematite St	Concrete	890	0.17	8	SC	2004	SC 1 - 2009			
	Hematite Street - Riverdale Dr / 139th Ave	Concrete	256	0.05	8	SC	2004	SC 1 - 2009			
	Jasper Street - Riverdale Dr / 19th Ave	Concrete	386	0.07	8	SC	2004	SC 1 - 2009			
MSA - Riverdale Drive (West of Traprock)	Riverdale Drive - Alpaca St / E EOP	Concrete	2582	0.49	10	CS	2015				
	Riverdale Drive - Armstrong Blvd / Alpaca St	Concrete	1234	0.23	10	CS	2015				
Ramsey Town Center	Center Street - Sunwood Drive / 145th Ave	Concrete	393	0.07	10	CS	2015				
	Center Street - 145th Ave / E Ramsey Parkway	Concrete	377	0.07	10	CS	2015				
	Center Street Pump House Parking / Road	Concrete	295	0.06	10	CS	2015				
Riverside West	Dolomite Street - S ROW TH 10 / Riverdale Dr	Concrete	294	0.06	10	CS	2015				
Ebony	Ebony Street - 141st St / Mckinley St	Concrete	392	0.07	9	SC	2007	SC 1 - 2012			
Gateway Industrial Park	143rd Avenue - Jasper St / CR 56	Concrete	928	0.18	6	SC	2000	SC 1 - 2006			
MSA - MCKINLEY STREET	McKinley Street - Ebony St / W EOP	Concrete	763	0.14	8	SC	2007	SC 1 - 2012			
Section 22 Unplatted	149th Avenue - Ramsey Blvd / Limonite St	Bit	412	0.08	7	SC	1981	SC 1 - 1987	SC 2 - 1996	OL - 2005	SC 3 - 2010
Section 27 Unplatted	141st Avenue - Basalt St / Ebony St	Concrete	1144	0.22	8	SC	2001	SC 1 - 2006			
	143rd Avenue - Ebony St / CR 116	Concrete	938	0.18	8	SC	2001	SC 1 - 2006			
	143rd Avenue - Jasper St / Ebony St	Concrete	1639	0.31	8	SC	2001	SC 1 - 2006			
	Ebony Street - 141st Ave / 143rd Ave	Concrete	1312	0.25	8	SC	2001	SC 1 - 2006			

Meeting Date: 01/23/2018

By: Chris Anderson, Community
Development

Information

Title

Introduce Ordinance #18-06 Vacating Drainage and Utility Easements and Trail Easement within Outlot A Brookfield Second Addition; Case of Brookfield Land, LLC

Purpose/Background:

In May of 2017, the City Council adopted Resolution #17-05-111, which among other things, approved vacating existing, underlying drainage and utility easements and a temporary trail easement encumbering outlots associated with the first and second additions of Brookfield. The approved resolution apparently was not specific enough in describing the underlying easements to be vacated as Brookfield Land LLC's title company has verified that they still exist (even after the recording of the approved resolution).

The purpose of this case is to reprocess the vacation of the underlying drainage and utility easements dedicated on the recorded plats of Brookfield First Addition and Brookfield Second Addition, which lie within Outlot A, Brookfield Second Addition, as well as the temporary trail easement described in Document Numbers 2013477.002 and 2013477.003.

Notification:

A Public Hearing will be scheduled when the Ordinance is considered for adoption. As part of the Public Hearing notification process and in accordance with State statute, Staff will attempt to notify property owners within 350 feet of the subject property of the public hearing via Standard US Mail. The Public Hearing will also be noticed in the Anoka County Union Herald, the City's official newsletter for public notices.

Observations/Alternatives:

As previously noted, in May of 2017, the City Council adopted Resolution #17-05-111, which in addition to approving the Final Plat for Brookfield 8th Addition, also approved the vacation of these underlying easements. The plat of Brookfield 8th Addition (already recorded) dedicated new drainage and utility easements as required by City Code. Furthermore, a new Trail Easement was provided that connects the new sidewalk to the Trott Brook Trail, so the public still has full access to that amenity. This action will simply clean up and confirm the easement vacations that City Council had previously approved via Resolution #17-05-111.

Funding Source:

All costs associated with this request are the responsibility of the Applicant.

Recommendation:

Staff recommends adopting Ordinance #18-06 to vacate the existing, underlying drainage and utility easements on the recorded plats of Brookfield First Addition and Brookfield Second Addition, which lie within Outlot A, Brookfield Second Addition, along with the temporary trail easement within Outlot A, Brookfield Second Addition, created in Document Numbers 2013477.002 and 2013477.003.

Action:

Motion to introduce Ordinance #18-06 to vacate the existing, underlying drainage and utility easements on the recorded plats of Brookfield First Addition and Brookfield Second Addition, which lie within Outlot A, Brookfield Second Addition, along with the temporary trail easement within Outlot A, Brookfield Second Addition, created in Document Numbers 2013477.002 and 2013477.003.

Attachments

Site Location Map

Approved Resolution #17-05-111 (executed and recorded)

Legal Description and Exhibit for D/U Easements to be Vacated

Legal Description and Exhibit for Trail Easement to be Vacated

Ordinance #18-06

Form Review

Inbox

Tim Gladhill

Kurt Ulrich

Form Started By: Chris Anderson

Final Approval Date: 01/18/2018

Reviewed By

Tim Gladhill

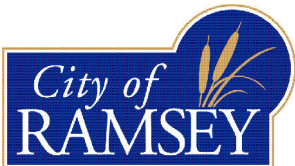
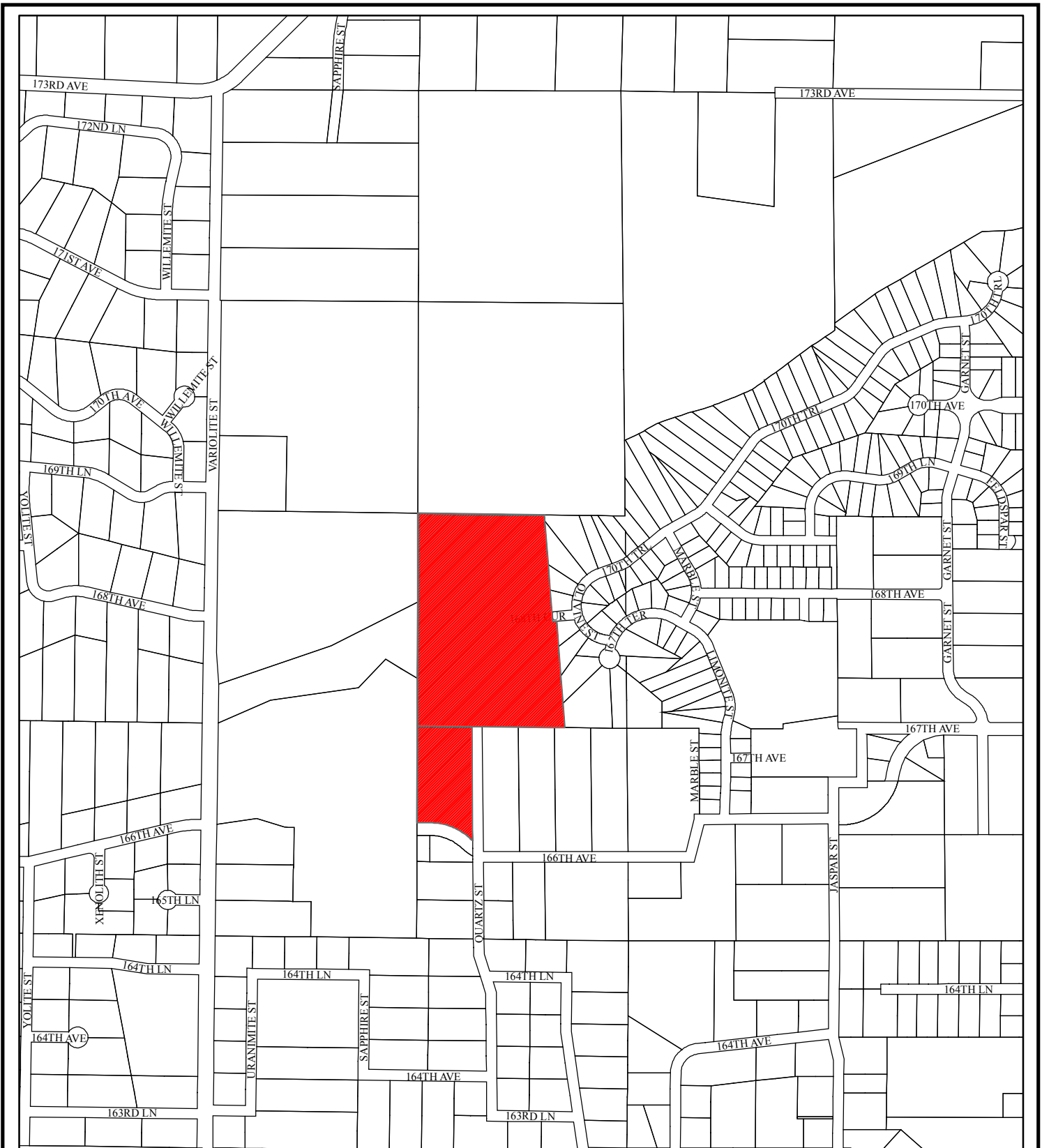
Kurt Ulrich

Date

01/18/2018 07:47 AM

01/18/2018 01:45 PM

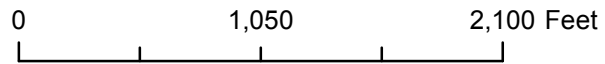
Started On: 01/17/2018 08:08 AM



Brookfield 8th Addition

Legend

- Site
- Parcels





Record ID 4029775

RECEIVED

JUL 07 2017

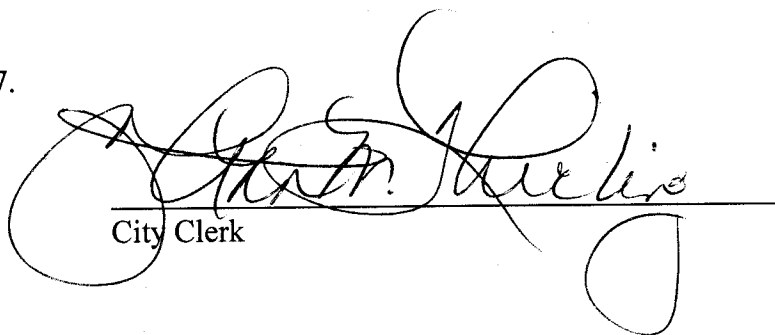
CERTIFICATION

2173399.014

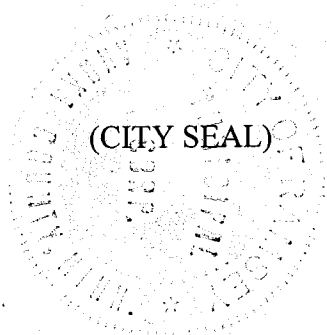
State of Minnesota)
County of Anoka)
City of Ramsey)

I hereby certify that the foregoing Resolution #17-05-111 is a true and correct copy of the Resolution adopted by the City Council of the City of Ramsey at a meeting thereof held in the City of Ramsey, Minnesota, on the 9th day of May, 2017, as disclosed by the records of said City in my possession.

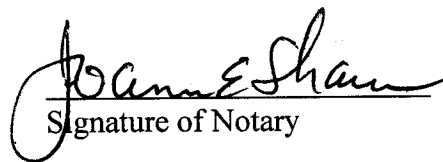
Dated this the 22nd day of June, 2017.



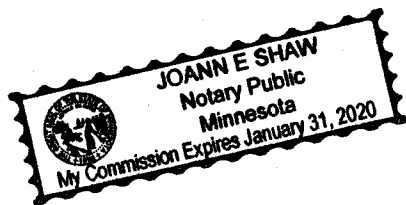
City Clerk



The foregoing instrument was acknowledged before me this 22nd day of June, 2017, by Jo Ann M. Thieling, City Clerk for the City of Ramsey, Minnesota.



Signature of Notary



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

RESOLUTION #17-05-111

RESOLUTION GRANTING APPROVAL OF FINAL PLAT, EASEMENT VACATIONS, EASEMENT ACCEPTANCE, AND AGREEMENTS RELATED TO BROOKFIELD 8TH ADDITION

WHEREAS, Brookfield Land, LLC, hereafter referred to as “Developer”, properly applied for final plat approval of the following described property located in the City of Ramsey:

Outlot A, Brookfield 2nd Addition

AND

TRACT A:

That part of the North 200 feet of the South 677.6 feet (as measured along the West line) of the Southeast Quarter of the Southeast Quarter of Section 9, Township 32, Range 25, lying West of the East 933 feet (as measured along the North line) of the Southeast Quarter of the Southeast Quarter thereof, Anoka County, Minnesota.

AND

That part of the Southeast Quarter of the Southeast Quarter of Section 9, Township 32, Range 25, Anoka County, Minnesota, lying West of the East 933 feet (as measured along the North line of said Southeast Quarter of the Southeast Quarter) thereof and lying North of the South 677.6 feet, as measured along the West line of said Southeast Quarter of the Southeast Quarter, thereof.

EXCEPT THE FOLLOWING THREE PARCELS:

EXCEPTION 1: The east 33.00 feet of Tract A.

EXCEPTION 2: An 80.00 foot strip of land over, under and across Tract A. The center line of said strip of land is described as follows: Commencing at the southwest corner of said Tract A; thence North 00 degrees 25 minutes 01 seconds East, assumed bearing, along the west line of said Tract A, a distance of 203.11 feet to the point of beginning of said center line; thence South 89 degrees 01 minutes 26 seconds East a distance of 87.41 feet; thence southeasterly a distance of 222.37 feet along a tangential curve concave to the southwest having a central angle of 39 degrees 48 minutes 52 seconds and a radius of 320.00 feet; thence South 49 degrees 12 minutes 34 seconds East, tangent to last described curve, a distance of 30.56 feet; thence southeasterly a distance of 40.03 feet along a tangential curve concave to the northeast having a central angle of 07 degrees 10 minutes 01 seconds and a radius of 320.00 feet to the west line of the east 33.00 feet of said Tract A and there terminating.

The side lines of said strip of land are prolonged or shortened to terminate on said west line of Tract A and said west line of the east 33.00 feet of Tract A.

EXCEPTION 3: That part of Tract A lying southerly of the southerly boundary of Exception 2.

-or upon recording-

Lots 1-9, Block 1 (inclusive) and Lots 1-16, Block 2 (inclusive) BROOKFIELD 8TH ADDITION

(the 'Subject Property');

WHEREAS, the City of Ramsey received a sketch plan for Brookfield 8th Addition from Brookfield Land LLC on June 14, 2016; and

WHEREAS, the Planning Commission reviewed the sketch plan on July 21, 2016; and;

WHEREAS, on October 6, 2016, the Ramsey Planning Commission conducted a public hearing regarding the proposed preliminary plat; and

WHEREAS, the Ramsey Environmental Policy Board (EPB) considered tree preservation, landscape plan, and potential wetland impacts pertaining to the preliminary plat on September 19, 2016; and

WHEREAS, on October 25, 2016, the City Council reviewed the preliminary plat; and

WHEREAS, on January 27, 2017, the City of Ramsey received an application and final plat plans for Brookfield 8th Addition from Capstone Homes; and

WHEREAS, on January 27, 2017, the City of Ramsey received an application and plans for the vacation of an existing trail easement and the vacation of an existing drainage and utility easement located on the subject property; and

WHEREAS, Brookfield 8th Addition was a continuation of the Brookfield Addition; and

WHEREAS, on February 28, 2017, the City Council conducted a public hearing regarding the proposed easement vacations; and

WHEREAS, on February 28, 2017, the City Council reviewed the final plat and easement vacation applications and tabled action on the requests until the contingencies regarding the Comprehensive Plan Amendment and the watermain loop cost-share were resolved; and

WHEREAS, on March 21, 2017, the Public Works Committee reviewed the request for the City's participation in a cost share to complete a looping of the watermain to 166th Ave NW; and

WHEREAS, on April 17, 2017, the Environmental Policy Board reviewed the Oak Wilt Management Plan; and

WHEREAS, on May 9, 2017, the City Council reviewed the final plat and easement vacation applications, as well as the Oak Wilt Management Plan, Development Agreement, and Tree Clearing and Grading Agreement.

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

1. That the Ramsey City Council hereby approves the vacation of an existing trail easement and drainage and utility easement in accordance with the plans submitted to the City by the Applicant dated January 27, 2017, revised April 13, 2017, contingent upon recording of the Final Plat of BROOKFIELD 8TH ADDITION.
2. That the Ramsey City Council hereby accepts the Pedestrian and Bicycle Trail Easement.
3. That the Ramsey City Council hereby grants final plat approval to BROOKFIELD 8TH ADDITION in accordance with relevant City Codes contingent upon compliance with the City Staff Review Letter dated February 24, 2017, revised May 5, 2017, contingent on approval of the City Engineer.
4. That the Ramsey City Council hereby approves the Grading and Tree Clearing Agreement for BROOKFIELD 8TH ADDITION and authorizes the Mayor and City Administrator to sign on behalf of the City.
5. That the Ramsey City Council hereby approves the Development Agreement for BROOKFIELD 8TH ADDITION and authorizes the Mayor and City Administrator to sign on behalf of the City.

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

Mayor Strommen
Councilmember Kuzma
Councilmember Johns
Councilmember Riley
Councilmember Shryock
Councilmember Williams

and the following voted against the same:

None

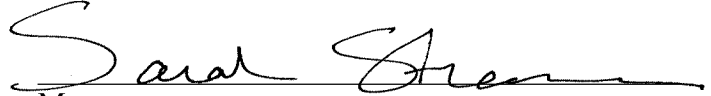
and the following abstained:

None

and the following were absent:

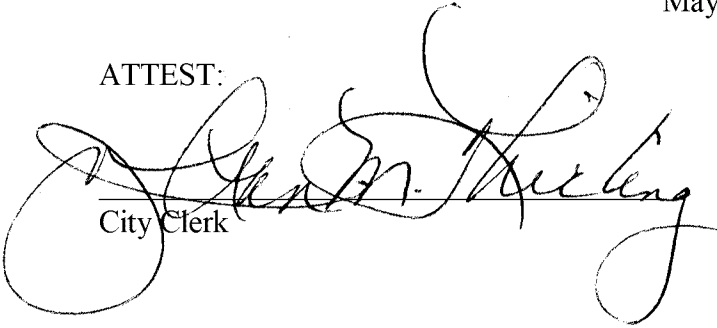
Councilmember LeTourneau

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 9th day of May, 2017.



Mayor

ATTEST:



City Clerk

ANOKA COUNTY MINNESOTA

Document No.: 2173399.014 ABSTRACT

I hereby certify that the within instrument was filed in
this office for record on: 06/19/2017 12:13:00 PM

Fees/Taxes In the Amount of \$46.00

JONELL M. SAWYER

Anoka County Property Tax

Administrator/Recorder/Registrar of Titles

JMB, Deputy

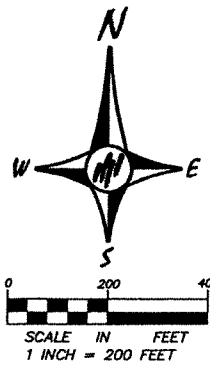
Record ID: 4029775

1/27/17

**PROPOSED DESCRIPTION FOR THE VACATION OF
THE DRAINAGE AND UTILITY EASEMENTS
FOR BROOKFIELD EIGHTH ADDITION**

All of the drainage and utility easements as dedicated on the recorded plats of BROOKFIELD FIRST ADDITION AND BROOKFIELD SECOND ADDITION, which lie within Outlot A, BROOKFIELD SECOND ADDITION, Anoka County, Minnesota.

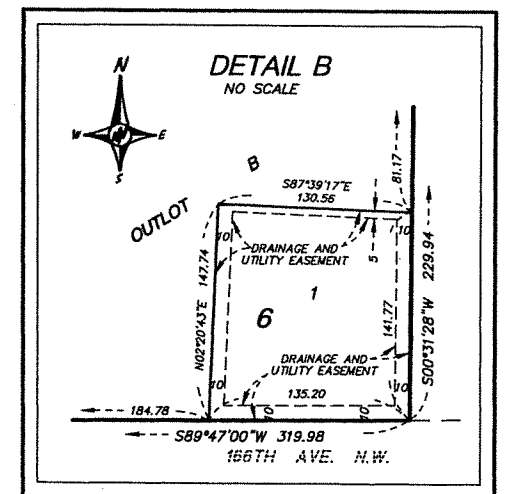
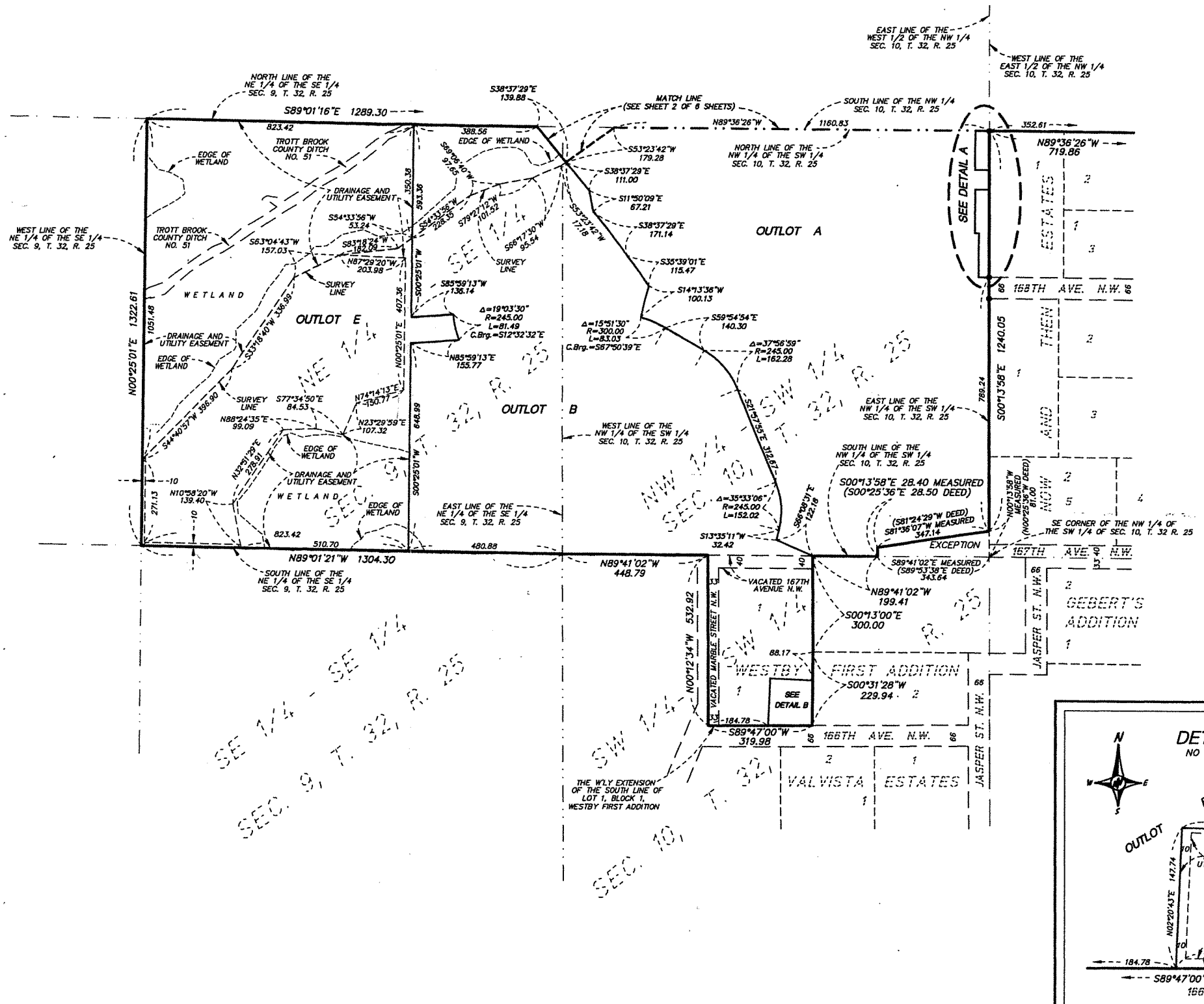
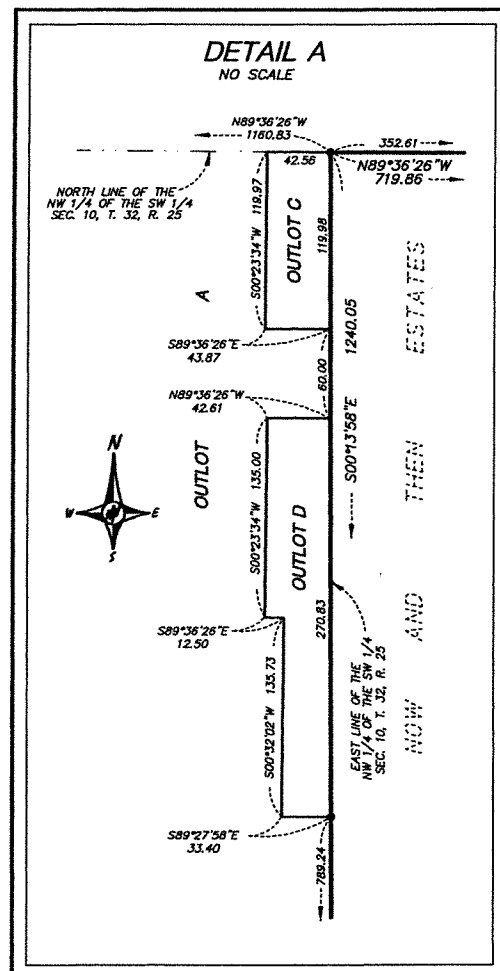
BROOKFIELD FIRST ADDITION



FOR THE PURPOSES OF THIS PLAT, THE NORTH LINE OF THE NORTHEAST QUARTER OF THE SOUTHEAST QUARTER OF SECTION 9, TOWNSHIP 32, RANGE 25 IS ASSUMED TO HAVE A BEARING OF SOUTH 89 DEGREES 01 MINUTES 16 SECONDS EAST.

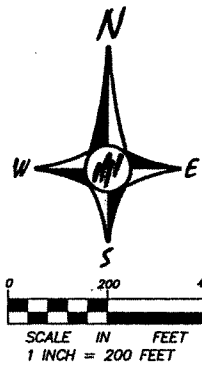
• DENOTES IRON PIPE MONUMENT FOUND

ALL MONUMENTS REQUIRED BY MINNESOTA STATUTE AND NOT SHOWN ON THIS PLAT, WILL BE SET WITHIN ONE YEAR OF THE RECORDING DATE OF THIS PLAT AND SHALL BE EVIDENCED BY A 1/2 INCH BY 14 INCH IRON PIPE MARKED BY R.L.S. No. 25287



BROOKFIELD SECOND ADDITION

CITY OF RAMSEY
COUNTY OF ANOKA
SEC'S 9 & 10, T. 32, R. 25
Book 74 Page 20

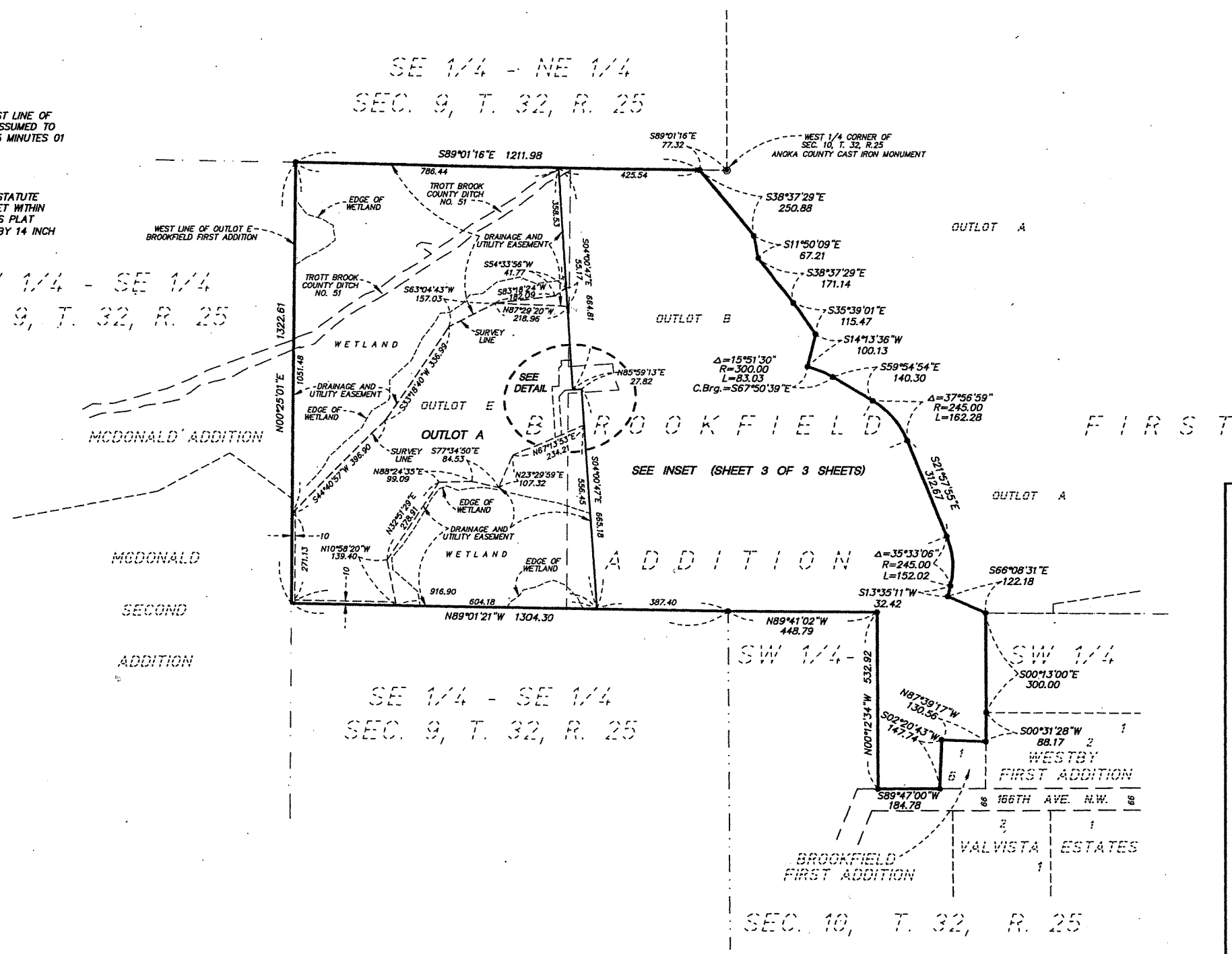


FOR THE PURPOSES OF THIS PLAT, THE WEST LINE OF OUTLOT E, BROOKFIELD FIRST ADDITION IS ASSUMED TO HAVE A BEARING OF NORTH 00 DEGREES 25 MINUTES 01 SECONDS EAST.

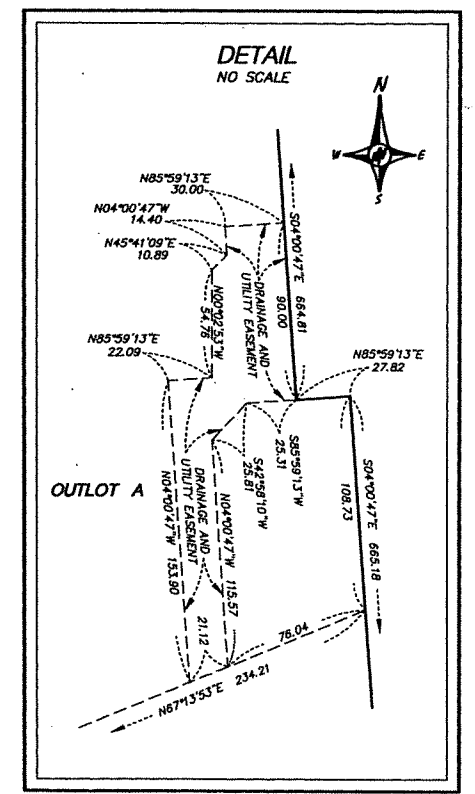
• DENOTES IRON PIPE MONUMENT FOUND

ALL MONUMENTS REQUIRED BY MINNESOTA STATUTE AND NOT SHOWN ON THIS PLAT, WILL BE SET WITHIN ONE YEAR OF THE RECORDING DATE OF THIS PLAT AND SHALL BE EVIDENCED BY A 1/2 INCH BY 14 INCH IRON PIPE MARKED BY R.L.S. No. 25287

NW 1/4 - SE 1/4
SEC. 9, T. 32, R. 25



SEE INSET (SHEET 3 OF 3 SHEETS)



PASSE ENGINEERING, INC.
REGISTERED PROFESSIONAL ENGINEERS
LICENSED LAND SURVEYORS

SKETCH AND DESCRIPTION

~for~ BROOKFIELD EIGHTH ADDITION
 ~of~ VACATION OF TRAIL EASEMENT

LEGAL DESCRIPTION FOR THE VACATION OF THE TRAIL EASEMENT CREATED IN DOCUMENT NUMBERS 2013477.002 AND 2013477.003

A 20 foot wide trail easement over, under and across that part of Outlot A, BROOKFIELD SECOND ADDITION, Anoka County, Minnesota, that lies 10 feet on either side of the following described centerline:

Commencing at the Northeast corner of said Outlot A; thence on an assumed bearing of South 04 degrees 00 minutes 47 seconds East, along the east line of said Outlot A, a distance of 614.81 feet to the point of beginning of said centerline; thence South 76 degrees 49 minutes 09 seconds West a distance of 317.13 feet; thence South 26 degrees 39 minutes 39 seconds West a distance of 184.12 feet; thence South 50 degrees 05 minutes 58 seconds West a distance of 21.31 feet; thence South 71 degrees 42 minutes 25 seconds West a distance of 102.42 feet; thence South 57 degrees 10 minutes 25 seconds West a distance of 168.14 feet; thence South 53 degrees 31 minutes 29 seconds West a distance of 80.28 feet; thence North 76 degrees 38 minutes 08 seconds West a distance of 83.49 feet; thence North 75 degrees 18 minutes 44 seconds West a distance of 30.00 feet; and said centerline terminating.

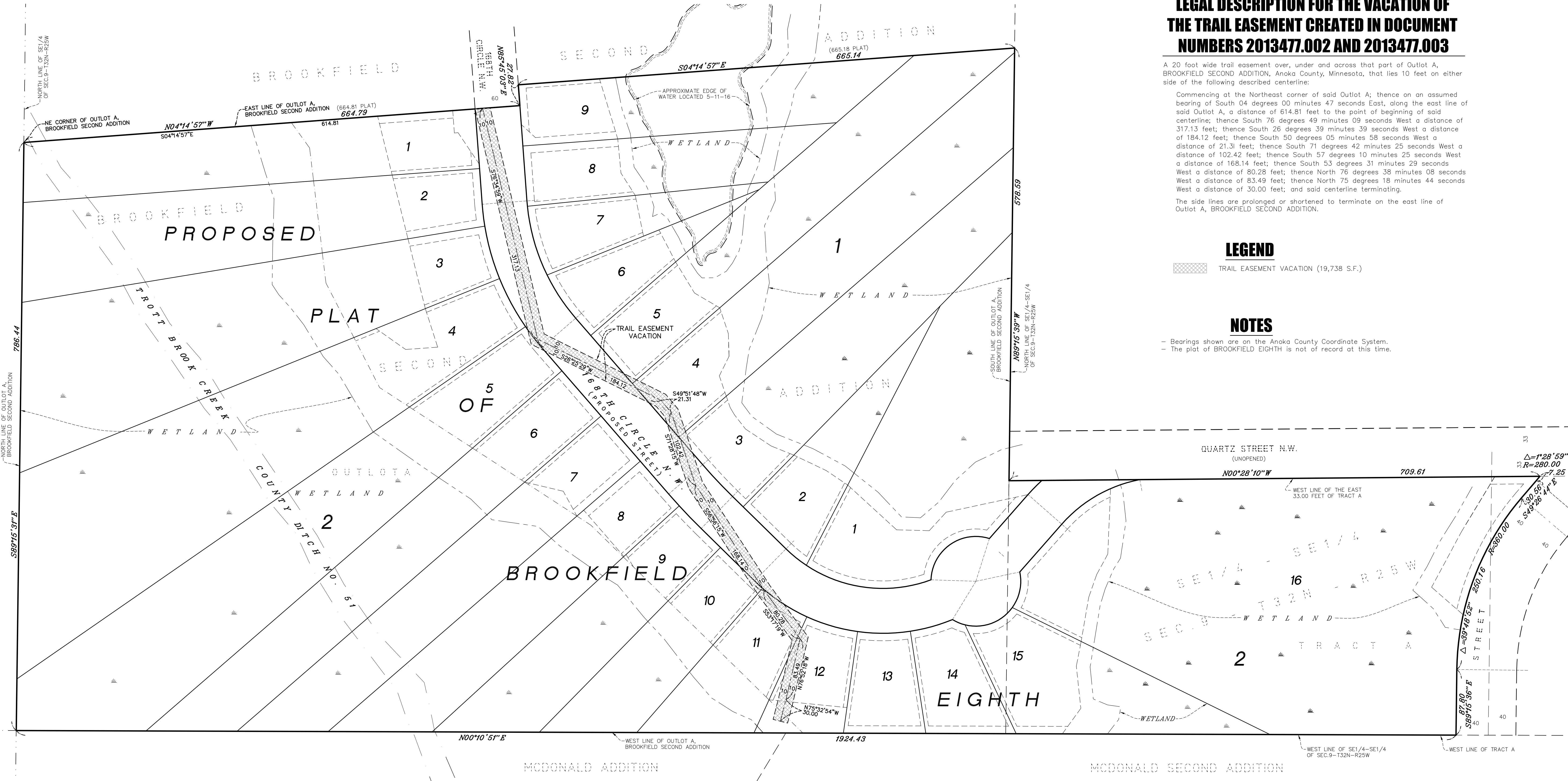
The side lines are prolonged or shortened to terminate on the east line of Outlot A, BROOKFIELD SECOND ADDITION.

LEGEND

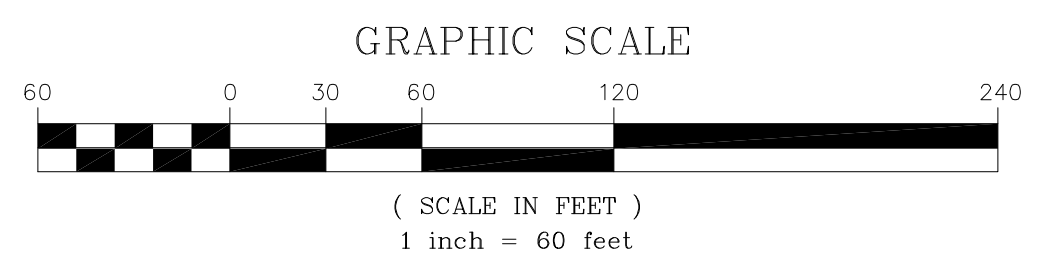
 TRAIL EASEMENT VACATION (19,738 S.F.)


NOTES

- Bearings shown are on the Anoka County Coordinate System.
- The plat of BROOKFIELD EIGHTH is not of record at this time.



E. G. RUD & SONS, INC.
 EST. 1977 Professional Land Surveyors
 6776 Lake Drive NE, Suite 110
 Lino Lakes, MN 55014
 Tel. (651) 361-8200 Fax (651) 361-8701
 www.egrud.com



I hereby certify that this survey, plan or report was prepared by me or under my direct supervision and that I am a duly Registered Land Surveyor under the laws of the State of Minnesota.

 JASON E. RUD
 Date: 01/27/2017 License No. 41578

DRAWN BY: JEN	JOB NO: 16343PP	DATE: 01/27/17
CHECK BY: JER	SCANNED <input type="checkbox"/>	
1		
2		
3		
NO.	DATE	DESCRIPTION
		BY

ORDINANCE #18-06

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

**AN ORDINANCE VACATING DRAINAGE AND UTILITY EASEMENTS AND TRAIL EASEMENT
WITHIN OUTLOT A BROOKFIELD SECOND ADDITION.**

SECTION 1. AUTHORITY

This ordinance is adopted pursuant to and under the authority of the Home Rule Charter of the City of Ramsey, Section 12.06 and Minnesota Statutes 412.851.

SECTION 2. VACATION

The following described drainage and utility easements, as indicated by Exhibit A attached hereto, are hereby vacated, to-wit:

All of the drainage and utility easements as dedicated on the recorded plats of BROOKFIELD FIRST ADDITION AND BROOKFIELD SECOND ADDITION, which lie within Outlot A, BROOKFIELD SECOND ADDITION, Anoka County, Minnesota.

-and-

The following described trail easement within Outlot A, BROOKFIELD SECOND ADDITION, Anoka County, Minnesota, as indicated by Exhibit B attached hereto and established by Document Numbers 2013477.002 and 2013477.003, is hereby vacated, to-wit:

Commencing at the Northeast corner of said Outlot A; thence on an assumed bearing of South 04 degrees 00 minutes 47 seconds East, along the east line of said Outlot A, a distance of 614.81 feet to the point of beginning of said centerline; thence South 76 degrees 49 minutes 09 seconds West a distance of 317,13 feet; thence South 26 degrees 39 minutes 39 seconds West a distance of 184.12 feet; thence South 50 degrees 05 minutes 58 seconds West a distance of 21-31 feet; thence South 71 degrees 42 minutes 25 seconds West a distance of 102-42 feet; thence South 57 degrees 10 minutes 25 seconds West a distance of 168,14 feet; thence South 53 degrees 31 minutes 29 seconds West a distance of 80,28 feet; thence North 76 degrees 38 minutes 08 seconds West a distance of 83,49 feet; thence North 75 degrees 18 minutes 44 seconds West a distance of 30.00 feet; and said centerline terminating.

The side lines are prolonged or shortened to terminate on the east line of Outlot A, BROOKFIELD SECOND ADDITION.

SECTION 3. EFFECTIVE DATE

This ordinance becomes effective 30 days after its passage and publication, subject to City Charter Section 5.04.

PASSED by the City Council of the City of Ramsey, Minnesota the 13th day of February, 2018.

Mayor

ATTEST:

City Clerk

Introduction date:

Posting dates:

Adoption date:

Publication date:

Effective date:

Exhibit A

Legal Description and Exhibit for Drainage and Utility Easements Vacation

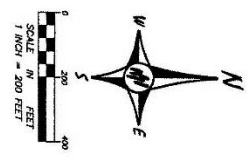
All of the drainage and utility easements as dedicated on the recorded plats of BROOKFIELD FIRST ADDITION AND BROOKFIELD SECOND ADDITION, which lie within Outlot A, BROOKFIELD SECOND ADDITION, Anoka County, Minnesota.

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BROOKFIELD FIRST ADDITION

OFFICIAL PLAT

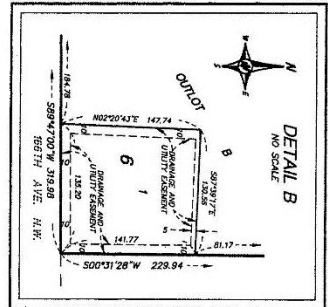
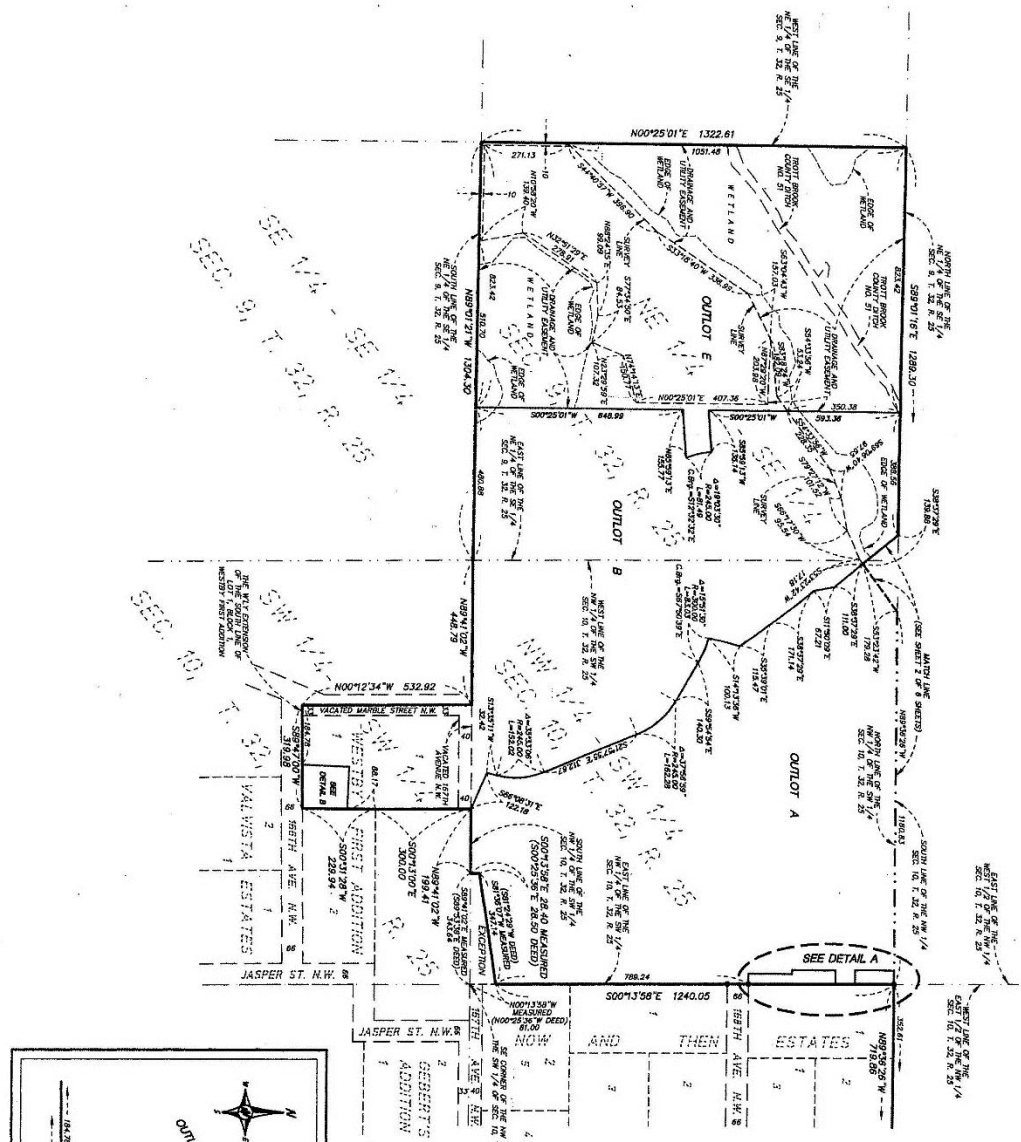
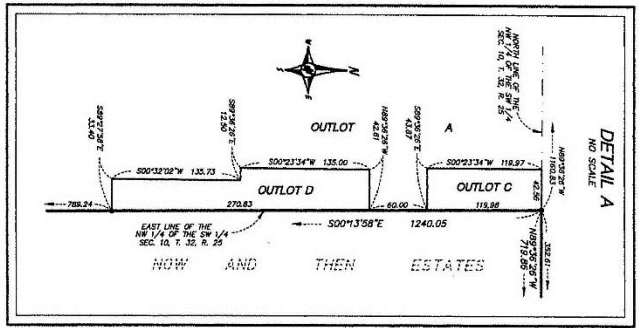
Book 72 of Ab4 Reg 57 CITY OF RAMSEY
 COUNTY OF ANDOKA
 SEC. 9 & 10, T. 32, R. 25



FOR THE PURPOSES OF THIS PLAT, THE NORTH LINE OF THE NORTHWEST QUARTER OF THE SOUTHWEST QUARTER OF SECTION 10, T. 32, R. 25, SHALL BE CONSIDERED TO HAVE A BEARING OF SOUTH 89 DEGREES 00 MINUTES 16 SECONDS EAST.

• DEVICES FROM PINE MONUMENT ROUND

ALL MONUMENTS REQUIRED BY MINNESOTA STATUTE AND NOT SHOWN ON THIS PLAT, WILL BE SET HEREIN AND SHALL BE ENDORSED BY A 1/2 INCH BY 1 1/4 INCH IRON PIPE MARKED BY R.L.S. NO. 23287

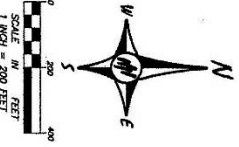


PASSE ENGINEERING, INC.
 REGISTERED PROFESSIONAL ENGINEERS
 LICENSED LAND SURVEYORS

OFFICIAL PLAN

BROOKFIELD SECOND ADDITION

CITY OF RAMSEY
COUNTY OF ANOKA
SECS 9 & 10 T. 32 R. 25
Book 74 Page 20



FOR THE PURPOSES OF THIS PLAN, THE WEST LINE OF SECTION 9, T. 32, R. 25 SHALL BE CONSIDERED TO HAVE A BEARING OF NORTH 90 DEGREES 25 MINUTES 01 SECONDS EAST.

• DEVICES FROM PER MOVEMENT FOUND

ALL MOVEMENTS REQUIRED BY MINNESOTA STATUTE AND SHALL BE ENDED BY A 1/2 INCH BY 14 INCH IRON PIPE MARKED BY P.L.S. NO. 2587

NW 1/4 - SE 1/4
SEC. 9, T. 32, R. 25

SE 1/4 - NE 1/4
SEC. 9, T. 32, R. 25

SE 1/4 - SE 1/4
SEC. 9, T. 32, R. 25

SEC. 10, T. 32, R. 25

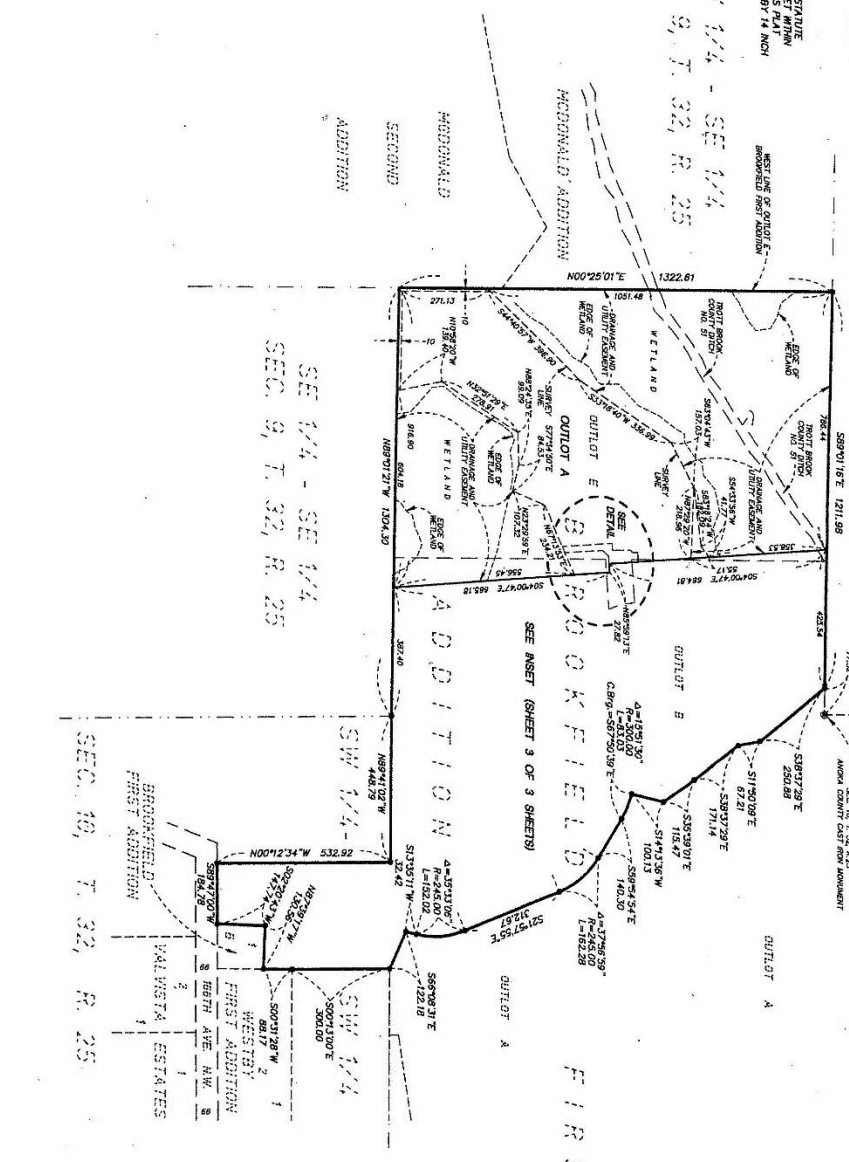
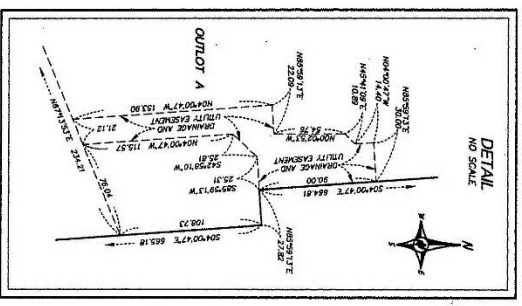
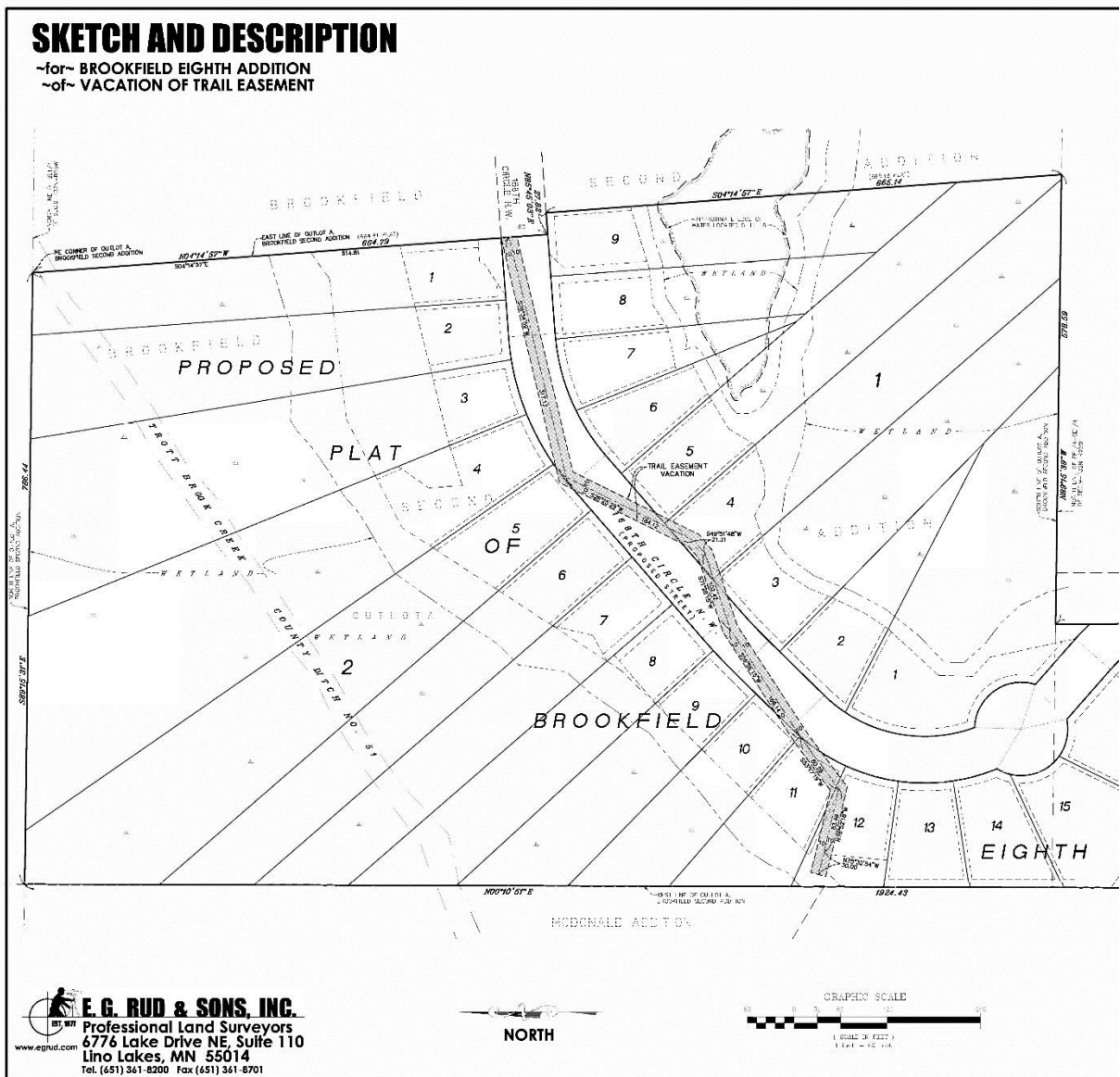


Exhibit B
Legal Description and Exhibit for Trail Easement Vacation
(Easement created by Document Numbers 2013477.002 and 2013477.003)

Commencing at the Northeast corner of said Outlot A; thence on an assumed bearing of South 04 degrees 00 minutes 47 seconds East, along the east line of said Outlot A, a distance of 614.81 feet to the point of beginning of said centerline; thence South 76 degrees 49 minutes 09 seconds West a distance of 317,13 feet; thence South 26 degrees 39 minutes 39 seconds West a distance of 184.12 feet; thence South 50 degrees 05 minutes 58 seconds West a distance of 21-31 feet; thence South 71 degrees 42 minutes 25 seconds West a distance of 102-42 feet; thence South 57 degrees 10 minutes 25 seconds West a distance of 168,14 feet; thence South 53 degrees 31 minutes 29 seconds West a distance of 80,28 feet; thence North 76 degrees 38 minutes 08 seconds West a distance of 83,49 feet; thence North 75 degrees 18 minutes 44 seconds West a distance of 30.00 feet; and said centerline terminating.

The side lines are prolonged or shortened to terminate on the east line of Outlot A, BROOKFIELD SECOND ADDITION.



Meeting Date: 01/23/2018

Submitted For: Patrick Brama, Administrative Services

By: Patrick Brama, Administrative Services

Information

Title:

Affinity Apartment Project: Public Infrastructure Memorandum of Understanding

Purpose/Background:

PURPOSE

The purpose of this case is to consider approving the attached *Public Infrastructure Memorandum of Understanding (MOU)* for the proposed Affinity Living apartment project located in The COR.

BACKGROUND, Project

CAP Acquisitions LLC entered into a purchase agreement with the City of Ramsey for a roughly 4.2 acre piece of city-owned land located in The COR on September 26, 2017. CAP Acquisitions is proposing a new 172-unit, senior, independent living, market rate, high amenity, apartment complex called Affinity Living. Attached is the purchase agreement. Please reference the 01/09/2018 City Council Regular Session meeting for details on the proposed site layout. Affinity Living is proposed to begin construction in July 2018.

BACKGROUND, Infrastructure Improvements

The proposed Affinity Living project will trigger the construction of new public infrastructure. Please see attached Bolton & Menk Infrastructure Study for details on public infrastructure located near the proposed Affinity project (reference page 8 and Figure 2). NOTE: not all of the infrastructure shown in the Bolton & Menk report will be constructed as a result of this project. It's staff's recommendation, that Road Segments A1, C1, and C2 be constructed as a result of this project. It is also staff's recommendation that Affinity be responsible for paying a share of Road Segments C1, A1, and B--as these road segments are located adjacent to their site.

BACKGROUND, Cost Share for Infrastructure

The attached purchase agreement with CAP Acquisitions indicates that the developer will pay for 40% of all public infrastructure costs. If the developer is only located on one side of a new road, they would pay for half of the 40% share, or 20% (see paragraph 31). This arrangement is consistent with past practice in Ramsey and recent projects (Bunker Lake Industrial Park, Stone Brook). The purchase agreement indicated this item would be formalized in the future between the buyer and seller--and that future arrangement could include a reimbursement agreement.

BACKGROUND, MOU

The purpose of the attached MOU is to establish a preliminary understanding of the scope of public infrastructure work that needs to be completed, the estimated cost of said work, who is responsible for what portion of costs, how the public infrastructure will be financed, and how public infrastructure construction planning/ engineering/ and administration will occur.

Staff is recommending Affinity pay 100% of all public infrastructure costs upfront (including the city's portion), for Affinity design/ plan the public infrastructure work, and for Affinity administer the construction of said work. In return, staff is recommending the city pay back Affinity over time, via The COR TIF District. It's expected the repayment period would be about eight years (i.e. the city would pay back their portion of public infrastructure

costs over the course of about eight years via TIF). This arrangement is ideal for the city as it eliminates the risk of issuing a bond or upfront financing, and is paid on performance (i.e. we only pay TIF after property taxes are collected).

BUSINESS SUBSIDY?

Based on discussions with the city's financial advisor, Ehlers, this arrangement is not considered a formal business subsidy. This cost share arrangement is based on past practice and informal city policy (i.e. the 60/40 split). TIF is being used to fund the city's portion of costs only--not the developers portion. Attached is the city's business subsidy policy for reference. As outlined in Section E on page 5, items #2, #3, and #7 apply here. This means this project (i.e. TIF Agreement) doesn't require a formal public hearing, formal underwriting (i.e. reviewing the developers pro-forma), and no formal application from the developer (i.e. no fee). However, Ehlers is recommending the city still complete a "But-For Test" for this project. This will be important for public transparency and to formally document that TIF is justified.

TIF AGREEMENT, *Next Step*

The attached MOU is an informal agreement. The next step in the process is to complete a formal and detailed TIF Agreement for this project. The TIF Agreement will include a note, payable to Affinity. This agreement will be recorded at the closing of the land transaction.

Notification:

Observations/Alternatives:

NA

Funding Source:

TIF District #14

Recommendation:

STAFF

The attached MOU is generally consistent with past direction provided by the City Council and the EDA via the attached purchase agreement (i.e. the 60/40 cost-share). The MOU is also consistent with previous staff input to the Council and EDA, that TIF District #14 would be staff's targeted funding source for the city's share of infrastructure.

What's new for the City Council and EDA is this agreement identifies the specific financing arrangement: 100% developer upfront, then repayment of only city's portion of costs via TIF District #14, over the course of eight years. Structuring TIF as a reimbursement tool, rather than requiring the city to provide upfront funding or financing (i.e. TIF Bonding) is good for the city--as it eliminates risk/ liability.

The attached MOU has been reviewed by the City Attorney and Ehlers. Both the City Attorney and Ehlers recommended/ preferred the financing arrangement outlined in this MOU, versus other methods (i.e. using upfront funding, or bonding, inner-fund loans, etc.).

EDA

The EDA reviewed the attached agreement on 01/11, please see attached minutes. The EDA was generally supportive of the agreement, and felt it was consistent with the purchase agreement and past direction.

UPDATES

Staff did not receive final formal review comments from the developer until after EDA review. Listed below is a log of changes since EDA review. The attached MOU highlights these change areas in yellow. Most of the changes

are not substantive. These changes were also reviewed and generally approved by the City Attorney, Ehlers, and our staff development team.

1. Accepted developers request to include “and/ or assigns” in the opening statement.
2. Accepted developers request to use the “Public Infrastructure” terminology in the fourth whereas section rather than “Phase I and II Improvements.”
3. Updated Section 2 to reflect the developer’s language preference, related to receiving a “credit” rather than a “payment.”
4. RE Section 3. Per a phone call between staff, Ehlers, and the developer -- staff reaffirmed the city's position on the 4.5% interest within the TIF run. The developer wishes to be paid a higher rate of interest—but, it appears they will accept the 4.5%.
5. RE Section 3. As requested by the developer, staff adjusted the TIF admin fee rate within the TIF run from 15% to 10%. This change doesn't effect the amount of TIF the city will receive from this project over the life of the TIF District.
6. Per the developer’s request, we added Section 4. Staff is comfortable with this timeline.

Action:

Motion to:

Approve the attached public infrastructure MOU with CAP Acquisitions.

Attachments

MOU

CAP Acquisitions Purchase Agreement

Bolton & Menk Infrastructure Study

Subsidy Policy

EDA Minutes

TIF Run

Form Review

Inbox

Kurt Ulrich

Form Started By: Patrick Brama

Final Approval Date: 01/18/2018

Reviewed By

Kurt Ulrich

Date

01/18/2018 01:43 PM

Started On: 01/11/2018 01:43 PM

MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding (“MOU”) is entered into between the **City of Ramsey**, Minnesota, a Minnesota municipal corporation, (“City”) and **CAP Acquisitions, LLC**, a Washington limited liability company, **and/or assigns** (“CAP Acquisitions”).

WHEREAS, over 150-acres of green-field land is available for development within The COR, a downtown, mixed use, transit oriented development located off U.S. Highway 10 and Armstrong Boulevard in the City of Ramsey, Minnesota (“The COR”); and

WHEREAS, CAP Acquisitions has interest in pursuing the development of a new 172-unit, senior, independent living, market rate, apartment complex located on City-owned land within The COR (the “Proposed Development”); and

WHEREAS, CAP Acquisitions entered into a purchase agreement for roughly 4.2 acres of City-owned land on September 26, 2017 (the “Purchase Agreement”); and

WHEREAS, the Proposed Development will require various improvements to public infrastructure in The COR. Public infrastructure improvements include water line extensions, sewer line extensions, trail extensions, new roads, street lights, and storm sewer as sort forth on Appendix A (“Public Infrastructure”); and,

WHEREAS, Bolton & Menk, Inc. completed a conceptual feasibility analysis for required public infrastructure within The COR in December 2017 (“Infrastructure Study”); and

WHEREAS, the Purchase Agreement between CAP Acquisitions and the City indicated the buyer would be responsible for 20% of all public infrastructure costs on roads located adjacent to the Proposed Development; and

WHEREAS, the Purchase Agreement between CAP Acquisitions and the City indicated a formal cost-share agreement, or developer reimbursement agreement, for the construction of public infrastructure, would be drafted and executed before the Purchase Agreement inspection period expired (April 1, 2018); and

WHEREAS, in order for CAP Acquisitions to move forward with the Proposed Development, a detailed mutual understanding of how public infrastructure improvements will be designed, constructed, and paid for is needed.

NOW THEREFORE, CAP Acquisitions agrees to the following:

SECTION 1

For the following road segments outlined in Appendix A and B, CAP Acquisitions shall design, prepare plans/ specifications, construct, and provide upfront financing.

SEGMENT: A-1, C-1, C-2

Bolton & Menk estimated costs: \$766,000, \$481,000, \$190,000 = \$1,437,000.

Construction of Public Infrastructure shall be completed before a certificate of occupancy for the Proposed Development is issued by the City of Ramsey.

SECTION 2

For the following road segments outlined in Appendix A and B, CAP Acquisitions shall pay the City 20% of the total estimated costs.

SEGMENT: B

Bolton & Menk estimated cost: 290,000 x 20% = \$58,000 payment to the City.

This payment shall be credited against the future TIF Agreement/ TIF Note outlined in Section 3 below. This shall be a onetime credit. Construction of road segment B will occur at an undetermined time in the future.

NOW THEREFORE, the City agrees to the following:

SECTION 3

For the following road segments outlined in Appendix A and B, the City will enter into a Tax Increment Financing (TIF) Agreement, and reimburse CAP Acquisitions certain costs to design, prepare plans/ specifications, and construct.

SEGMENT: A-1, C-1 (80% reimbursement)

Bolton & Menk estimated costs: \$766,000, 481,000 x 80% = \$977,600 reimbursement

SEGMENT: C2 (100% reimbursement)

Bolton & Menk estimated costs: \$190,000 x 100% = \$190,000 reimbursement

The TIF Agreement shall be drafted, executed, and recorded before closing on the Purchase Agreement. The TIF Agreement shall include 4.5% interest charges paid to CAP Acquisitions from the City, in addition to principal payments. The TIF Agreement shall allow a 10% administrative fee. The TIF Agreement will be structured as a PAY-GO TIF note. Based on current property tax projections, the TIF Note will be paid back in 8 years. The TIF Agreement will include a minimum assessment provision.

NOW THEREFORE, the CAP Acquisitions and the City agrees to the following:

SECTION 4

All parties shall work together in good-faith to draft and approve a TIF Agreement, based on this MOU, within 60 days after this MOU is executed.

SECTION 5

All parties understand this MOU includes preliminary costs estimations for Public Infrastructure, and preliminary payback forecasts for TIF. Actual final Public Infrastructure costs and actual final TIF payback periods may change. All parties agree in principle to this non-binding agreement.

DRAFT

THE CITY: City of Ramsey, Minnesota, a Minnesota Municipal Corporation

By: _____
Sarah Strommen, Mayor

Dated _____, 2018

By: _____
Kurt Ulrich, City Administrator

DRAFT

BUYER: CAP Acquisitions, LLC, a Washington Limited Liability Company.

By: _____
Scott Morris, Manager

Dated: _____, 2018

DRAFT

Appendix A

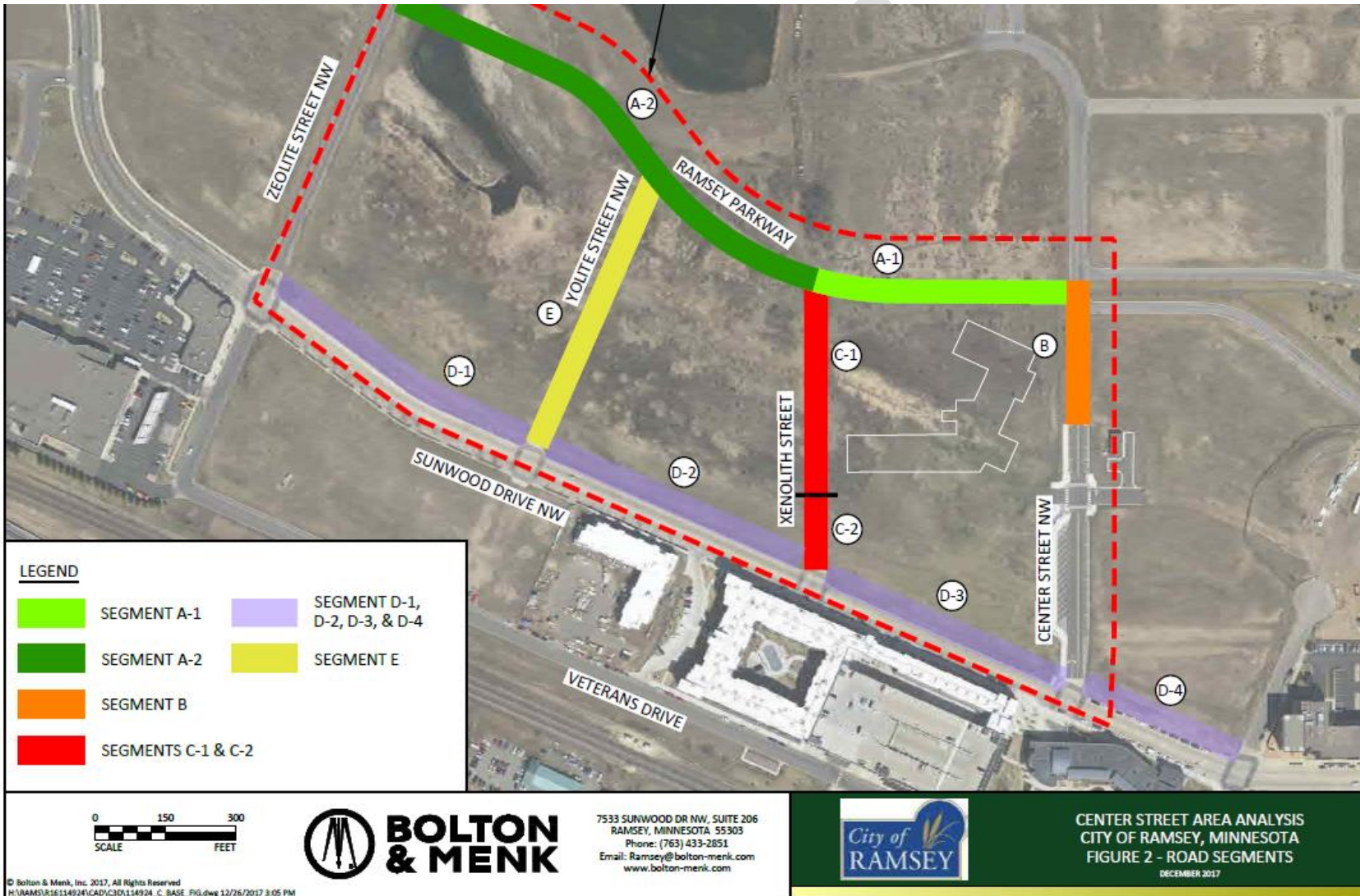
Bolton & Menk Public Infrastructure Study: Section VII, Cost Considerations
2018 Cost Estimations by Road Segment

<u>Improvement</u>	<u>Segment A-1</u>	<u>Segment B</u>	<u>Segment C-1</u>	<u>Segment C-2</u>
Roadway	\$ 361,000	\$ 150,000	\$ 171,000	\$ 67,000
Trails/Sidewalks	\$ 32,000	\$ 35,000	\$ 75,000	\$ 30,000
Street Lighting	\$ 22,000	\$ 13,000	\$ 17,000	\$ 7,000
Storm Sewer	\$ 118,000	\$ 35,000	\$ 43,000	\$ 17,000
Trunk Storm Sewer	\$ 43,000	\$ 0	\$ 0	\$ 0
Watermain	\$ 122,000	\$ 57,000	\$ 98,000	\$ 38,000
Sanitary Sewer	\$ 78,000	\$ 0	\$ 77,000	\$ 31,000
Trunk San Sewer	\$ 0	\$ 0	\$ 0	\$ 0
Total Costs	\$ 776,000	\$ 290,000	\$ 481,000	\$ 190,000

Prepared by: Bolton & Menk, Inc.
Center Street Area Analysis| R16.114929

Appendix B

Bolton & Menk Public Infrastructure Study: Figure 2 Road Segment Reference Map



PURCHASE AGREEMENT

This Agreement is entered into by and between the **City of Ramsey**, a Minnesota municipal corporation (“Seller”), and **CAP Acquisitions, LLC**, a Washington Limited Liability Company (“Buyer”).

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

1. **EFFECTIVE DATE.** The effective date of this Agreement is **September 26, 2017** (the “Effective Date”).
2. **SALE OF PROPERTY.** Seller agrees to sell to Buyer, and Buyer agrees to buy from Seller, a rectangular parcel of approximately 4.2 (+/-) acres vacant land at the southwest corner of West Ramsey Parkway and East Town Center Drive in Ramsey, Minnesota, which as shown on the survey and concept plan attached hereto as **Exhibit A**, is anticipated to consist of portions of: (i) Outlot Q, Ramsey Town Center Addition; (ii) Tracts A, D and E of Registered Land Survey No. 241, and (iii) West Town Center Drive (to be vacated and/or relocated), all in Anoka County, Minnesota (hereinafter collectively the “Property”). Buyer is responsible for subdividing and re-platting Property, providing the City of Ramsey with a legal description of the new parcel, and an official parcel size; after which, this Agreement shall be amended to reflect the exact legal description of the Property (as well as the exact Purchase Price, defined in Paragraph 3 below).
3. **PURCHASE PRICE.** The purchase price for the Property is \$4.00 per square foot (the “Purchase Price”). Buyer intends to purchase approximately 4.2 (+/-) acres of land, to be finalized through subdividing and re-platting the Property (as described in Paragraph 2 above).
4. **EARNEST MONEY.** By October 10, 2017 Buyer must deposit the sum of \$25,000 (the “Earnest Money”) with Chicago Title Company, 222 South 9th Street, #3060, Minneapolis, MN 55402 (“Escrow Agent”), via wire transfer or delivery of a certified check payable to Escrow Agent.
 - a. If Buyer does not deposit the Earnest Money with Escrow Agent as required above, then Seller may terminate this Agreement by written notice to Buyer; provided, however, if Buyer deposits the Earnest Money with Escrow Agent before Seller exercises Seller’s right to terminate, Seller’s right to terminate is extinguished.

- b. Unless Buyer has previously terminated this Agreement pursuant to Section 9, \$25,000 of the Earnest Money (the "Initial Disbursement") becomes non-refundable to Buyer (except in accordance with Section 23 as a result of a default by Seller) on **April 01, 2018**, and on that date Escrow Agent must disburse the Initial Disbursement to Seller.
 - c. Upon Seller's receipt of a Notice to Proceed from Buyer in accordance with Section 9(b), all of the Earnest Money becomes non-refundable (except in accordance with Section 23 as a result of a default by Seller).
 - d. If Buyer does not provide a Notice to Proceed to Seller in accordance with Section 9(b), this Agreement automatically terminates and Escrow Agent must disburse all Earnest Money Escrow Agent holds to Buyer.
 - e. At Closing, Escrow Agent shall disburse to Seller any Earnest Money not previously disbursed to Seller, and Buyer shall receive a credit against the Purchase Price owing at Closing in an amount equal to the amount of the Earnest Money.
5. **SURVEY.** Seller shall, at Seller's expense, obtain an ALTA/NSPS 2016 survey (Table A, items 1-4 and 6, 8, and 11) (the "Survey") from a duly licensed surveyor and deliver it to Buyer within thirty (30) days after the Effective Date. Buyer may arrange with the surveyor to include additional information on the Survey at Buyer's expense.

6. **TITLE COMMITMENT.**

- a. Seller makes no representations or warranties with respect to the status of title to the Property. Within thirty (30) business days after the Effective Date, Seller shall, at Seller's expense, obtain a commitment from Escrow Agent to issue an owner's policy of title insurance insuring Buyer's title to the Property (the "Title Commitment") and deliver the Title Commitment and copies of or internet access to copies of all recorded documents referenced in the Title Commitment to Buyer.
- b. Buyer shall have until the date thirty (30) days after the receipt of the Title Commitment and the Survey (collectively, "**Title/Survey**") to review Title/Survey and to give Seller written notice of (i) any defects in the marketability of Seller title to the Property or any encumbrances on Seller's title to the Property that are objectionable to Buyer, and (ii) the specific actions Buyer requests that Seller take with respect to each such defect or encumbrance (a "**Title Objection Notice**"). Any defects in or encumbrances on Seller's title that Buyer does not identify in a timely Title Objection Notice are each a "**Permitted Exception.**" Within three (3) business days after Seller's receipt of a Title Objection Notice from Buyer, Seller will notify Buyer, in writing, of the actions, if any, that Seller is willing to take with respect to each of the matters identified in the Title Objection Notice and the time frame in which Seller will take those

actions (“**Seller’s Title Notice**”). If Seller’s Title Notice indicates that Seller unconditionally agrees to make Seller’s title to the Property marketable on or before the closing date established pursuant to Section 10, the parties shall proceed to closing pursuant to the terms of this Agreement. If Seller’s Title Notice indicates that Seller does not unconditionally agree to make Seller’s Title to the Property marketable on or before the closing date established in Section 10, Buyer may, at any time with three (3) business days after Buyer’s receipt of Seller’s Title Notice, terminate this Agreement by written notice to Buyer in which case this Agreement is terminated and Escrow Agent must disburse any Earnest Money to Buyer (“**Buyer’s Title Termination Notice**”). If Buyer does not deliver a Buyer’s Title Termination Notice to Seller within the three (3) business days after Buyer’s receipt of Seller’s Title Notice, than Seller must perform in accordance with Seller’s Title Notice, Buyer shall be deemed to have waived Buyer’s objections to the extent Seller has not agreed to address them in Seller’s Title Notice, the matters to which Buyer objected and Seller did not agree to resolve are deemed Permitted Exceptions, and the parties shall proceed to Closing in accordance with the terms of this Agreement and the terms of Seller’s Title Notice.

7. **RIGHT OF ENTRY.** At all times after Buyer has deposited the Earnest Money with Seller and before the Closing, Buyer (and its employees, agents, and contractors) may enter the Property for the purpose of conducting soil tests, environmental tests and additional survey work, subject to the following conditions:
- a. Within one week after the termination of this Agreement, if either Seller or Buyer terminate this Agreement in accordance with the provisions hereof prior to Closing, Buyer must repair and or restore any damage Buyer or its employees, agents or contractors cause to the Property and remove any personal property, refuse or debris Buyer or its employees, agents or contractors brought onto or authorized third parties to bring onto the Property.
 - b. Buyer must defend and indemnify Seller from and against and hold Seller harmless Seller from all “Claims,” as defined in Section 10, arising out of, resulting from or relating to any loss of or damage to any property or business or out of any injury to or death of any person, if the loss, damage, injury, or death arises or is alleged to arise either directly or indirectly and either wholly or in part from: (a) any action or omission of Buyer or its employees, agents, or contractors, while on the Property pursuant to this Section; or (b) actions or omissions of Buyer or Buyer’s employees, agents, or contractors that cause or result in the release of any Hazardous Substance onto the Property or onto other property.
 - c. Buyer must comply with and shall cause it employees, agents, and contractors to comply with all applicable laws, while on the Property.
 - d. Other than a standard Phase 1 environmental assessment, Buyer may not commence any environmental testing on the Property until Buyer submits a work

plan for such testing to Seller and Seller approves the work plan, in writing. Seller may not unreasonably withhold, condition or delay Seller's approval of a work plan.

- e. Buyer must, promptly and without demand from Seller, provide Seller with true and complete copies of all draft and final reports relating to Buyer's geotechnical and environmental investigations and testing of the Property including, without limitation, any reports relating to any Phase I Environmental Site Assessment of the Property.
- f. The cost of any test or additional survey work will be borne solely by Buyer.

8. PROPERTY SOLD AS IS. Subject to Buyer's right to terminate this Agreement pursuant to Section 9, Buyer agrees to accept the Property in its current condition, including, without limitation, its current environmental and geological condition, and in an "AS-IS" and with "ALL FAULTS" condition. Buyer's payment of the Purchase Price at Closing constitutes Buyer's acknowledgment and agreement that:

- a. Seller has not made any written or oral representations or warranties of any kind with respect to the Property (including without limitation express or implied warranties of title, merchantability, or fitness for a particular purpose);
- b. Buyer has not relied on any written or oral representation or warranty made by Seller, its agents or employees with respect to the condition or value of the Property;
- c. Buyer has had an adequate opportunity to inspect the condition of the Property, including without limitation any environmental testing, and to inspect documents applicable thereto, and Buyer is relying solely on such inspection and testing; and
- d. The condition of the Property is fit for Buyer's intended use.
- e. Buyer accepts all risk of Claims (including without limitation all Claims under any Environmental Law and all Claims arising at common law, in equity or under a federal, state or local statute, rule or regulation) whether past, present or future, existing or contingent, known or unknown, arising out of, resulting from or relating to the condition of the Property, known or unknown, contemplated or un contemplated, suspected or unsuspected, including without limitation the presence of any Hazardous Substance on the Property, whether such Hazardous Substance is located on or under the Property, or has migrated from or to the Property.

9. INSPECTION PERIOD.

- a. Except as otherwise provided in Section 6, Buyer shall have from the date that Buyer deposits the Earnest Money with Escrow Agent to **April 01, 2018** (the

“Inspection Period”) to investigate the Property and determine, in Buyer’s sole judgment, whether (i) the condition of the Property is suitable to Buyer’s intended use; and (ii) Buyer will be able to obtain all governmental approvals (including, but not limited to, approvals necessary to subdivide and re-plat the Property) and utilities necessary for Buyer’s intended use of the Property. Buyer acknowledges and agrees that Seller has not made any covenants, representations or warranties regarding Buyer’s ability to obtain governmental approvals from the City of Ramsey or any other governmental entity. The City of Ramsey will review, consider and act on any applications Buyer submits to the City for governmental approvals in accordance with City Code.

- b. Buyer may, at any time on or before 5:00 p.m. on the last day of the Inspection Period, terminate the Agreement by written notice to Seller based on Buyer’s determination, in Buyer’s sole and absolute discretion, that the condition of the Property is not suitable for Buyer’s intended use or that Buyer may not be able to obtain all governmental approvals and utilities necessary for Buyer’s intended use of the Property. In addition, this Agreement automatically terminates at 5:00 p.m. on the last day of the Inspection Period unless, prior to that time Buyer delivers a written notice of Buyer’s intention to proceed (a **“Notice to Proceed”**) to Seller.
- c. If, pursuant to Section 9(b) either Buyer terminates this Agreement or this Agreement is automatically terminated, the Escrow Agent must disburse to Buyer any Earnest Money Escrow Agent holds.

10. DEFINITIONS. As used in this Agreement:

“Claim” or **“Claims”** means any and all liabilities, suits, claims, counterclaims, causes of action, demands, penalties, debts, obligations, promises, acts, fines, judgments, damages, consequential damages, losses, costs, and expenses of every kind (including without limitation any attorney’s fees, consultant’s fees, costs, remedial action costs, cleanup costs and expenses which may be related to any claims).

“Environmental Law” means the Comprehensive Environmental Response, Compensation and Liability Act (“CERCLA”), 42 U.S.C. § 9601 et seq., the Resource Conservation and Recovery Act, 42 U.S.C. § 6901 et seq., the Federal Water Pollution Control Act (the Clean Water Act), 33 U.S.C. § 1251 et seq. the Clean Air Act, 42 U.S.C. § 7401 et seq., and the Toxic Substances Control Act, 15 U.S.C. § 2601 et seq., all as amended from time to time, and any other federal, state, local or other governmental statute, regulation, rule, law or ordinance dealing with the protection of human health, safety, natural resources or the environment now existing or hereafter enacted.

“Hazardous Substance” or **“Hazardous Substances”** means any pollutant, contaminant, hazardous substance or waste, solid waste, petroleum product, distillate, or fraction, radioactive material, chemical known to cause cancer or reproductive toxicity, polychlorinated biphenyl or any other chemical, substance or material listed or identified in or regulated by any Environmental Law.

11. RELEASE. By accepting the deed to the Property, Buyer, for itself, its directors, officers, stockholders, divisions, agents, affiliates, subsidiaries, predecessors, successors, and assigns and anyone acting on its behalf or their behalf hereby fully releases and forever discharges Seller from any and all Claims (including without limitation all Claims arising under any Environmental Law and all Claims arising at common law, in equity or under a federal, state or local statute, rule or regulation), past, present and future, known and unknown, existing and contingent, arising out of, resulting from, or relating to the condition of the Property, and Buyer hereby waives any and all causes of action (including without limitation any right of contribution) Buyer had, has or may have against Seller and anyone acting on its behalf with respect to the condition of the Property, whether arising at common law, in equity or under a federal, state or local statute, rule or regulation. The foregoing shall apply to any condition of the Property, known or unknown, contemplated or un contemplated, suspected or unsuspected, including without limitation the presence of any Hazardous Substance on the Property, whether such Hazardous Substance is located on or under the Property, or has migrated from or to the Property.

12. NOTICES. Notices permitted or required by this Agreement must be in writing and shall be deemed given when delivered in legible form to the party to whom addressed. Notices may be sent by certified mail or e-mail. Notices are effective two business days after they are mailed via certified mail, return receipt requested or, if sent by email, upon email transmission (provided that any email transmission that occurs after 5:00 pm Pacific Time will be deemed provided on the following day). If delivered at the Closing, a notice shall be deemed given when hand-delivered to the party's representative at the Closing. The business addresses of the parties are as follows:

Seller: City Administrator
City of Ramsey
7550 Sunwood Drive N.W.
Ramsey, MN 55303
Email: pbrama@cityoframsey.com

Buyer: CAP Acquisitions, LLC
Scott Morris
120 West Cataldo Ave., Suite 100
Spokane, WA 99201
Email: scottm@inlandconstruction.com

Notices not given in the manner or within the time limits set forth in this Agreement are of no effect and may be disregarded by the party to whom they are directed.

13. CLOSING. This transaction shall close within 30 days after Buyer delivers a Notice to Proceed to Seller or on such earlier date as Seller and Buyer may establish by mutual, written agreement; provided, however, Buyer may extend the Closing a total of two (2)

times, each time for a period of sixty (60) days, by depositing an additional Ten Thousand and 00/100 Dollars (\$10,000.00) earnest money with Escrow Agent for each extension. Each \$10,000 extension payment shall be non-refundable, but applicable to the Purchase Price. The Closing shall take place at the offices of the Escrow Agent, or at some other place as the parties may mutually agree prior to such date. At the option of either Party, the executed closing documents, Purchase Price and closing costs may be deposited with the Escrow Agent and disbursed by the Escrow Agent pursuant to avoid the necessity for a Closing at which the Parties are present.

a. **Seller's Obligations at Closing.** At Closing, Seller must deliver to Escrow Agent, for delivery to Buyer:

- i. A limited warranty deed, duly executed and acknowledged on behalf of the City and with the City's seal affixed, conveying title to the Property, subject to (A) the lien of real estate taxes, if any, not yet due and payable and any installments of special assessments certified for payment therewith; (B) Building, Subdivision and Zoning Ordinances; (C) Matters that would be disclosed by an accurate survey of the Property; and (D) matters that constitute Permitted Exceptions pursuant to Section 6;
- ii. A certified copy of a duly adopted City Ordinance and Resolution authorizing Seller's sale of the Property to Buyer; and
- iii. Seller's affidavits, well disclosure certificate (if required), settlement statement approved by Seller and Buyer, and any other documents required by the Escrow Agent.

b. **Buyer's Obligations at Closing.** At Closing, Buyer must:

- i. Wire Transfer (or deliver a certified check in) an amount equal to the amount of the Purchase Price adjusted for to reflect Buyer's prior payment of the Earnest Money and to reflect amounts Buyer must pay or will receive pursuant to Section 14(c), to Escrow Agent for disbursement to Seller and others pursuant to this Agreement and the Settlement Statement; and
- ii. File or cause Escrow Agent to file an Electronic Certificate of Real Estate Value, if required and necessary.

c. **Closing Costs.**

- i. At Closing, the following Seller closing costs and expenses must be paid from the Purchaser Price or, if the Purchase Price is not sufficient, paid by Seller:

1. Seller's portion of the prorated property taxes.

2. Seller's own attorney's fees.
 3. One-half the cost of any closing fees.
 4. The cost of real estate broker commission fees as prescribed in Section 15.
- ii. At Closing Buyer must pay the Purchase Price to Seller and the following costs and expenses:
1. Buyer's portion of prorated property taxes.
 2. Buyer's own attorney's fees.
 3. One-half the cost of any closing fees.
 4. Documentary and recording fees for the deed(s).
 5. The cost of the owner's title insurance policy, if Buyer elects to purchase an Owner's title insurance policy.
 6. State deed tax.
- d. **Possession.** Seller must deliver possession of the Property to Buyer at Closing.

14. REAL ESTATE BROKERS. Seller and Buyer represent and warrant to each other that they have dealt with no brokers, real estate agents, finders or the like in connection with this transaction, other than CBRE, Inc. ("Buyer's Broker"), which represents the Seller and the Buyer. Seller shall pay Broker as required by their agreement (5% of final sale price). Seller and Buyer agree to indemnify each other and to hold each other harmless against all claims, damages, costs or expenses of or for any broker's fees or commissions resulting from their actions or agreements regarding the execution or performance of this Agreement, other than the fees payable to Seller's Broker, and will pay all costs of defending any action or lawsuit brought to recover any such fees or commissions incurred by the other party, including reasonable attorney's fees.

15. ASSIGNMENT. This Agreement may not be assigned without the written consent of the non-assigning Party; provided, however that Buyer may assign this Agreement to a third party affiliated with or under common control with Buyer if it provides written notice of such assignment to Seller and Escrow Agent prior to Closing. Any such assignment shall not relieve Buyer of its obligations hereunder. The Seller recognizes the Buyer intends to assign this Agreement to an affiliated special purpose entity that will be registered officially with the State of Minnesota.

16. THIRD PARTY BENEFICIARY. There are no third party beneficiaries of this Agreement, intended or otherwise.

17. JOINT VENTURE. Seller and Buyer, by entering into this Agreement and completing the transactions described herein, shall not be considered joint venturers or partners.

18. CAPTIONS. The paragraph headings or captions appearing in this Agreement are for convenience only, are not a part of this Agreement, and are not to be considered in interpreting this Agreement.

19. ENTIRE AGREEMENT / MODIFICATION. This written Agreement constitutes the complete agreement between the parties and supersedes any prior oral or written agreements between the parties regarding the Property. There are no verbal agreements that change this Agreement and no waiver or modification of any of its terms will be effective unless in writing executed by the parties.

20. BINDING EFFECT. This Agreement binds and benefits the Parties and their successors and assigns.

21. CONTROLLING LAW. This Agreement is made under the laws of the State of Minnesota and such laws will control its interpretation.

22. REMEDIES.

- a. If Buyer fails to perform any of the terms or conditions of this Agreement within the specified time limits, Seller may declare this Agreement terminated pursuant to Minnesota Statutes section 559.21. Seller's sole remedy in the event of Buyer's default is retention of the Earnest Money, unless Buyer defaults under Section 7 or 12 of this Agreement, in which case Seller may retain the Earnest money or suspend the performance of its obligations under this Agreement and commence an action in Anoka County District Court to recover its actual damages arising from the default.
- b. If Seller fails to perform any of the terms or conditions of this Agreement within the specified time limits, Buyer may, as its sole remedy, declare this Agreement terminated in which case Escrow Agent and, if applicable, Seller, shall refund the Earnest Money (both the Initial Disbursement and the Remaining Earnest Money) to Buyer, or, in the alternative, Buyer may have this Agreement specifically enforced and recover any incidental damages. Buyer waives all claims for consequential damages against Seller based on Seller's breach or alleged default hereunder.

23. WAIVER. Failure of Seller or Buyer to insist upon the performance of any of the covenants, agreements and/or conditions of this Agreement or to exercise any right or privilege herein shall not be deemed a waiver of any such covenant, condition or right.

24. SURVIVAL OF TERMS AND CONDITIONS. The terms and conditions of this Agreement shall survive and be in full force and effect after the delivery of the deed, and shall not be deemed to have merged therein.

25. SEVERABILITY. Each provision of this Agreement shall apply to the extent permitted by applicable law and is intended to be severable. If any provision is illegal or invalid for any reason whatsoever, such illegality or invalidity shall not affect the legality or validity of the remainder of the Agreement.

26. CONSTRUCTION. The Parties acknowledge that this Agreement was initially prepared by Seller solely as a convenience and that all Parties and their counsel hereto have read and full negotiated all the language used in this Agreement. The Parties acknowledge that because all Parties and their counsel participated in negotiating and drafting this Agreement, no rule of construction shall apply to this Agreement to construe ambiguous or unclear language in favor of or against any Party.

27. COUNTERPARTS; DIGITAL COPIES. This Agreement may be executed in any number of counterparts and the signature pages of the separate counterparts combined into a single copy of this Agreement which will then constitute a fully executed version of this Agreement. A facsimile, .pdf file or digital copy of a signed counterpart or of an assemblage of counterparts of this Agreement shall be deemed to be an original thereof.

28. TIME PERIODS. The time for performance of any obligation or taking any action under this Agreement shall be deemed to expire at 5:00 p.m. Pacific Time on the last day of the applicable time period provided for in this Agreement. If the time for the performance of any obligation or taking any action under this Agreement expires on a Saturday, Sunday or legal holiday, the time for performance or taking such action shall be extended to the next succeeding day which is not a Saturday, Sunday or legal holiday.

29. CONSTRUCTION DEADLINE. Buyer shall obtain a building permit for -- an age restricted, market rate, apartment community of approximately 150 to 200 units, which shall include first floor structured parking -- no later than six (6) months following Closing. At Closing, a "Right of Re-Entry Agreement" must be executed and recorded to the Property providing that in the event the above building permit deadline is not met, Seller has the right to reclaim title to the Property. Additionally, unless due to circumstances beyond Buyer's control (such as fire/casualty/force majeure), Buyer shall obtain a certificate of occupancy for the project from the City of Ramsey no later than thirty (30) months following Closing. In the event the above construction deadline is not met, Buyer shall pay Seller a \$50,000 penalty. In the event the penalty is not paid within 30 days of receipt of notice, Seller may certify the penalty to Anoka County as an assessment against the Property.

Obtaining Building Permit:

Shall mean fully paying for and physically receiving an approved Building Permit from the City of Ramsey's Building Department. A Building Permit includes, but is not limited to, the following fees: plan review fee, erosion control fee, base permit fee, water access charge (WAC), and sewer access charges (SAC).


Building permit fees are non-refundable. Successfully applying for a Building Permit does not constitute obtaining a Building Permit.

30. PLATTING & DEVELOPMENT AGREEMENT. Buyer must obtain an approved final plat, development agreement, and building exterior visual renderings with the City of Ramsey for its intended project -- an age restricted, market rate, apartment community of approximately 150 to 200 units, which shall include first floor structured parking -- before Closing. The Development Agreement and Site Plan must comply with all local

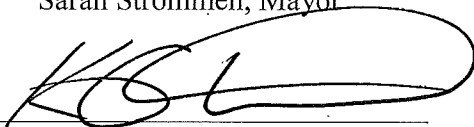
zoning ordinances and design standards, including The COR Design Standards which are attached hereto as **Exhibit B**.

- 31. PUBLIC ROADS COST-SHARE.** Both the Buyer and Seller understand that various public roadway connections must be constructed as a result of this new proposed development project (a portion of Ramsey Parkway, 145th Ave NW, Center Street, and Willemite Street). The Buyer shall be responsible for twenty percent (20%) of total public roadway project costs. Said 20% assignment to the Buyer shall occur only on public roadway sections located directly adjacent to the Property. Public Roadway costs shall include all roadway costs, such as: roads, utilities, sidewalks, boulevards, landscaping, benches, trash receptacles, curb/gutter, and street lighting. Before the end of the Inspection Period, the Seller and Buyer shall both, in writing, approve an engineer's feasibility report for said public roadway work; which, shall include a cost assignment schedule (and/or reimbursement agreement in the event Buyer agrees to assume responsibility for constructing any of the public roadway connections in conjunction with the construction of its project).
- 32. CITY PARK PLATTING.** Seller acknowledges that Buyer's selection of the Property location and shape was influenced by Seller's representation that a park is planned to be developed directly south of the Property. While Seller cannot guarantee the timing of the park development, Seller agrees to legally dedicate not less than 1.5 acres of land for the park as part of Buyer's final plat (referenced in Section 30 above), precluding such land from being sold or developed for other purposes. With Seller's cooperation, Buyer shall incorporate the land to be dedicated as a park into Buyer's preliminary plat

SELLER: The City of Ramsey, a Minnesota municipal corporation


By: 
Sarah Strommen, Mayor

Dated: 9/26, 2017

By: 
Kurt Ulrich, City Administrator

Dated: 9/27, 2017

BUYER: CAP Acquisitions, LLC, a Washington Limited Liability Company.

By: 

Scott Morris, Manager

Dated: September 28, 2017

EXHIBIT A
Preliminary Draft Concept Map
(will be updated, changes will occur)

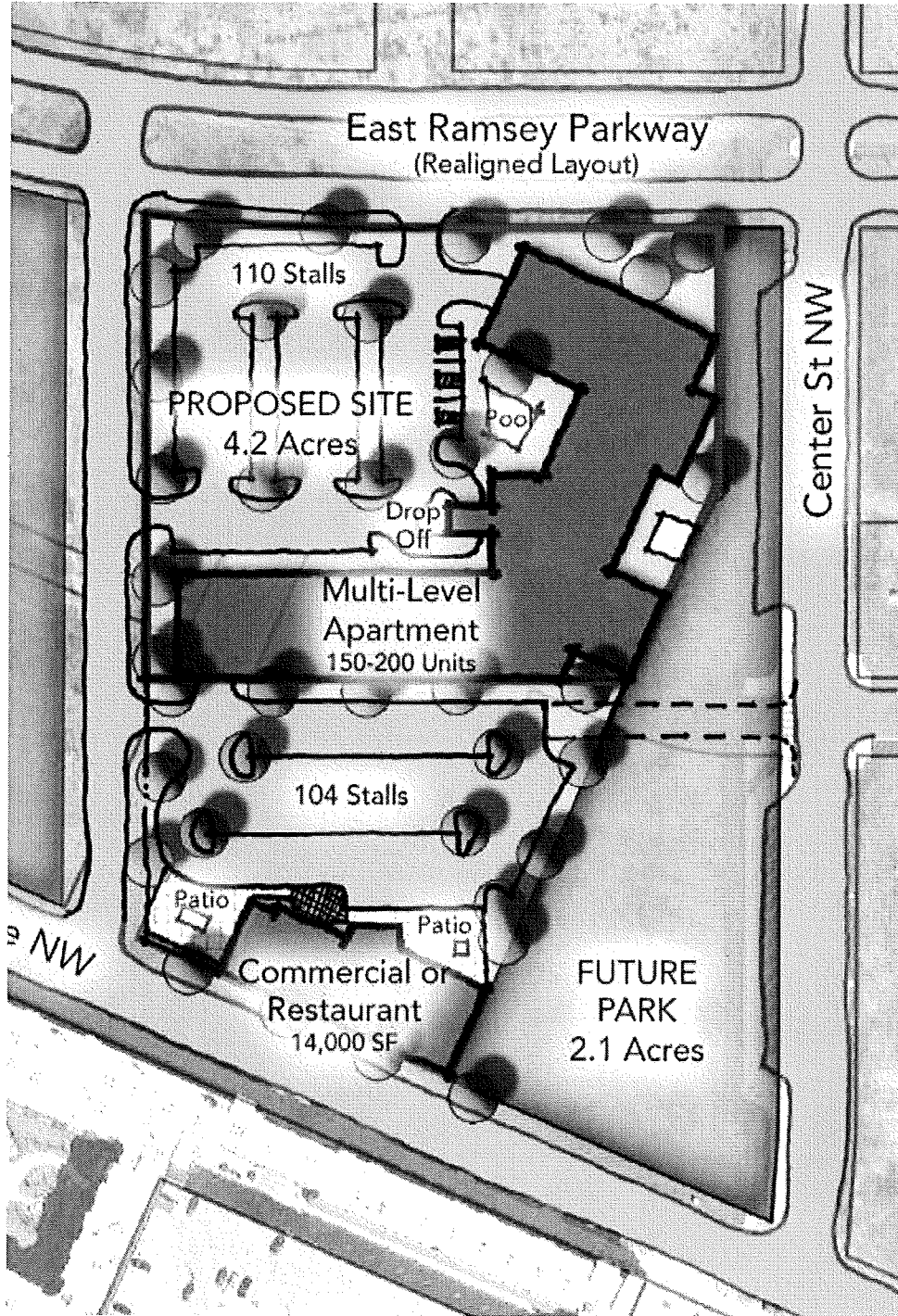
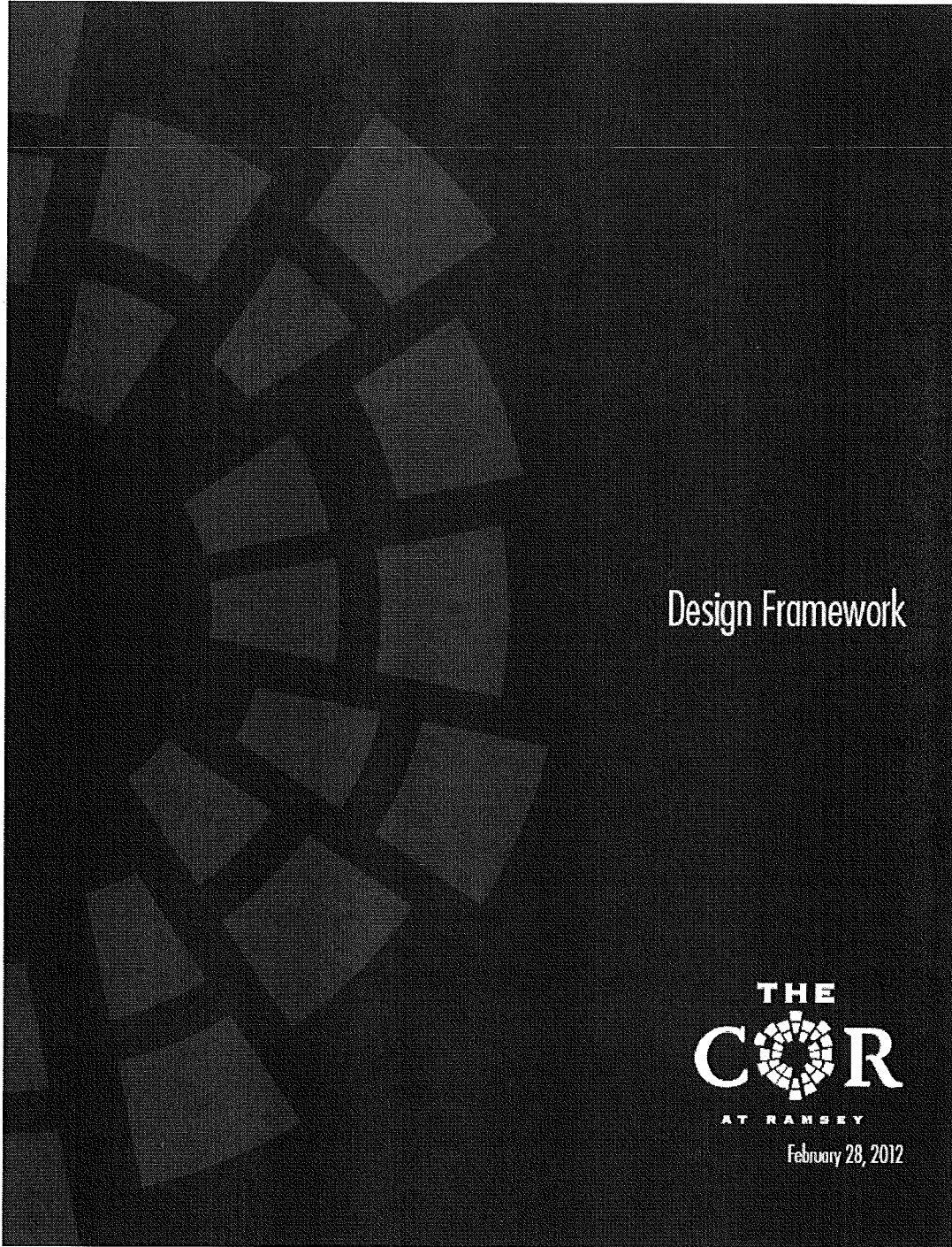


EXHIBIT B
The COR Design Framework
cityoframsey.com/thecor > Design Framework





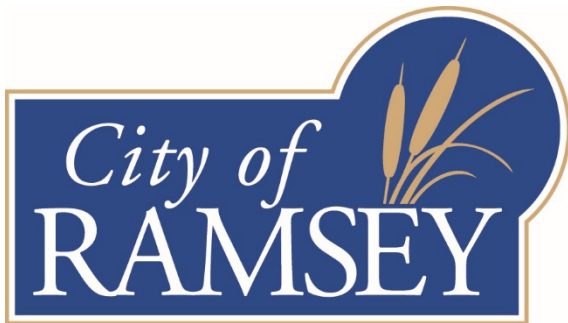
**BOLTON
& MENK**

Real People. Real Solutions.

Center Street Area Analysis Located within the COR

City of Ramsey

DECEMBER 2017



Submitted by:

Bolton & Menk, Inc.
7533 Sunwood Drive NW #206
Ramsey, MN 55303
P: 763-433-2851
F: 763-427-0833

EXECUTIVE SUMMARY

The Ramsey City Council and Ramsey Economic Development Authority (EDA) have identified the need to prepare for further development of the COR. The City has identified an area of publicly owned land located west of Center Street NW for a potential apartment complex and City park. The area is generally located north of Sunwood Drive NW, east of Xenolith Street NW, South of Ramsey Parkway and west of Center Street NW.

This analysis included examining the feasibility of constructing the required supporting public infrastructure, and developing preliminary design layout plans in this area of the COR.

A portion of the public improvements adjacent to the area were completed in 2004 along Sunwood Drive NW and in 2014 along Center Street NW. The street and utility improvements completed include construction of a 30-inch trunk sanitary sewer main in Sunwood Drive, an extension of 12-inch sanitary sewer in Center Street, and an extension of 12-inch watermain in Center Street.

Future improvements required to serve the study area include:

- Construction of Ramsey Parkway west from Center Street NW to Xenolith Street NW,
- Construction of Ramsey Parkway west from Xenolith Street NW to Zeolite Street,
- Expansion of Center Street NW north to Ramsey Parkway,
- Construction of Xenolith Street NW,
- Construction of Yolite Street NW between Ramsey Parkway and Sunwood Drive,
- Extension of an 8-inch sanitary sewer line along Xenolith Street NW,
- Looping an 8-inch water main along Xenolith Street and Ramsey Parkway,
- Relocation of a 15-inch trunk sanitary sewer line along Ramsey Parkway,
- Use of a regional rate control basin to maintain existing storm water flow rates in the COR,
- Construction of a 30-inch regional pond outlet pipe along Yolite Street NW,
- Installation of street lighting, trails/sidewalks, and landscaping consistent with City Policy, and
- Obtaining of ROW required for improvements during the platting process.

The total for the roadway, trail, sidewalk, street lighting, lateral sanitary sewer and water main improvements is estimated at \$3,652,000.

The total trunk related improvements for sanitary sewer and storm sewer is estimated at \$215,000.

The total landscaping improvements along Sunwood Drive from Zeolite Street to Sapphire Lane is estimated at \$691,000.

The costs are considered project costs and include 30% contingencies and project development costs (administrative, engineering, and fiscal).

The information presented in this report is intended to allow for discussions with property owners and developers, as well as allow the City to begin considering funding options

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Appendix

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I. INTRODUCTION

The Ramsey City Council and Ramsey Economic Development Authority (EDA) have identified the need to prepare for further development of the COR. The City has identified an area of publicly owned green space located west of Center Street NW for a potential apartment complex and City park. Appendix A includes the COR Development Plan 6.0 (05.15.2012). Appendix B includes figures referenced throughout this study, Figure 1 depicts the general location of the study area associated with this analysis. Figure 2 depicts the individual street segments analyzed.

The Center Street study area is one component (approximately 22 acres) of a larger green-field area ready for development (approximately 87 acres). The larger area includes property designated for traditional retail/commercial development, along with high-density residential uses. The City anticipates a portion of the Center Street study area to be developed into a City park area (See Figure 3).

The primary roadway system serving this area of the COR is Bunker Lake Boulevard to the north and Sunwood Drive NW to the south. This analysis includes examining the feasibility of constructing supporting public infrastructure in, and adjacent to, the study area.

II. STUDY CONTENT

The purpose of this analysis is to determine the necessary public infrastructure and associated costs required to allow land within the study area to develop. Roadways included in the study are as follows:

- Ramsey Parkway from Center Street NW to Zeolite Street NW,
- Center Street NW from the existing developed section north to Ramsey Parkway,
- Xenolith Street NW from Sunwood Drive to Ramsey Parkway, and
- Yolite Street NW from Sunwood Drive to Ramsey Parkway.

Figure 2 in Appendix B depicts the roadway segments included in this analysis.

Our analysis consists of four separate components that, when combined, provide an overview of the study area needs:

- **Preliminary Design Layout** – Provides a graphical depiction of the public roadways and utilities,
- **Regional Storm Water Analysis** – Defines conceptual storm water ponding needs and building pad elevations,
- **Preliminary Project Cost Estimates** – Provides a baseline for fiscal planning of the improvements, and
- **Final Report** – Describes required infrastructure improvements, layouts and costs.

III. BASE DATA AND GUIDANCE

Prior to initiating the study, the City of Ramsey provided record drawings, plan drawings and GIS information for use in creating an existing infrastructure base map. Additionally, the following information and guidance was given by the City for completing the study.

- The City is not requesting a master-planning effort for this analysis. It is unknown where internal driveways, and related curb-cuts, will be needed.
- Providing service lines for sewer and water utilities should be considered along all future roadways. While the precise locations of the service lines is unknown, costs associated with the improvements should be considered in the report.
- Cost estimations and design should include: roadways, trails/sidewalks, storm water management features, street lighting, trunk water mains and trunk sanitary sewer mains.
- The City has adopted Comprehensive Sanitary Sewer and Water Plans. These plans should be reviewed and consulted as forecasting and design work is completed.
- Regional storm water considerations should be included in the study

IV. GENERAL DISCUSSION

While the primary focus of the analysis is related to identifying the public infrastructure required to serve development, additional considerations can influence decision-making. The following items were considered throughout the course of the analysis.

Right-of-Way Requirements

The COR was originally platted as Ramsey Town Center in 2003, with roadway rights-of-way (ROW) being established over a portion of the area. Future improvements within the COR will be primarily development driven, and ROW secured through the platting process. Understanding and documenting potential ROW needs will allow the City to plan in advance for acquisitions. Additionally, platted ROW can be vacated during the development process, allowing for larger areas of development.

Figure 4 shows the existing ROW that does not follow the master plan roadway alignments, and also shows new ROW required for future public improvements.

National Wetland Inventory

The National Wetland Inventory (NWI) shows three wetland areas within the study area. These areas are shown in Figure 5 in Appendix B.

The City has planned in advance for wetland impacts that may occur within a portion of the COR. In 2003 the City delineated these wetlands and completed a wetland mitigation strategy for replacement of impacted wetlands.

The mitigation plan was titled “On-Site Wetland Mitigation and Replacement Plan” and provided for the construction of four replacement wetlands. We anticipate the City will provide that documentation to developers as they begin to consider development options.

Segment Improvements

While there is a general understanding of the total public improvements required to serve the area, sequencing of the improvements will allow for planning and fiscal responsibility. Our understanding of the most likely individual segments to be developed initially are shown in Figure 2 in the Appendix, and include:

- **Segment A-1:**
 - Extension of Ramsey Parkway from Center Street NW to Xenolith Street NW.
 - Extend the existing typical section from the east (Figures 10 & 16).
 - Extension of sanitary sewer, storm sewer and watermain.
- **Segment A-2:**
 - Extension of Ramsey Parkway from Xenolith Street NW to Zeolite Street NW.
 - Extend the existing typical section from the east (Figures 11 & 16).
 - Extension of sanitary sewer, storm sewer and watermain.
 - Reroute existing 15-inch sanitary sewer to new alignment.
- **Segment B:**
 - Extension of Center Street NW to Ramsey Parkway.
 - Extend the existing typical section from the south (Figures 12 & 16).
 - Extension of storm sewer as needed for roadway drainage.
- **Segments C1 and C2:**
 - Construction of Xenolith Street NW from Sunwood Drive to Ramsey Parkway.
 - 36-foot roadway with two 6-foot sidewalks on either side (Figures 13 & 17).
 - Extension of sanitary sewer, storm sewer and watermain.
- **Segments D1, D2, D3 and D4:**
 - Construction of sidewalk and plantings along the north side of Sunwood Drive.
 - Extend the existing boulevard layout used east of Sapphire Street NW (Figures 14 & 17).
 - Extension of irrigation for planting areas.
- **Segment E:**
 - Construction of Yolite Street NW from Sunwood Drive to Ramsey Parkway.
 - 36-foot roadway with two 6-foot sidewalks on either side (Figures 15 & 17)
 - Extension of watermain.
 - Extension of storm sewer for regional pond outlet.

Estimated project costs for each segment were developed to allow for the City to plan for the sequenced implementation of the improvements and are summarized later in this report.

Jurisdictional Authority/Approvals/Permits

As the project moves from the planning stages to design and construction, permits will be required from various agencies. Understanding and planning for requirements associated with obtaining permits and approvals at this time will be critical to the ultimate success of the process. The following agencies will be permitting entities for considered improvements:

- Minnesota Department of Transportation State Aid: Sunwood Drive NW is a State Aid route,
- Minnesota Pollution Control Agency: NPDES Storm Water Permit,
- Minnesota Pollution Control Agency: Sanitary Sewer Extension Permit,
- Minnesota Department of Health (MDH): Watermain Extension,
- Department of Natural Resources (DNR): Dewatering,
- Lower Rum River Watershed Management Organization: Storm Water.

Recent Improvements

Improvements to the area were completed in 2004, 2005 & 2014. The street and utility improvements completed at that time included:

- 2004: Construction of a 30-inch sanitary sewer trunk main and the installation of a 12-inch watermain along Sunwood Drive NW.
- 2005: Extension of 18-inch sanitary sewer along the anticipated West Ramsey Parkway alignment from Zeolite Street to Yolite Street NW, then along Yolite Street to Sunwood Drive.
- 2014: Extension of 12-inch watermain along Center Street from Sunwood Drive to Ramsey Parkway. A 12-inch sanitary sewer main was also installed along Center Street from Sunwood Drive to 145th Avenue NW.

All of the improvements completed at the time were consistent with the City's Sanitary Sewer and Water System Comprehensive Plans.

V. UNDERSTANDING PREVIOUS IMPROVEMENTS

Significant planning was completed prior to completion of the improvements constructed in 2004, 2005, and 2014. Understanding the thoughts behind previous improvements can help avoid omissions when considering future improvements.

Street and Trail Improvements

Sunwood Drive NW

The improvements completed in 2004 provided a fully developed concrete roadway adjacent to the study area. The boulevard was designed to allow for future widening and expansion as development and other improvements occur.

Center Street NW

Improvements to Center Street NW were completed in 2014 and included construction of a 36-foot wide bituminous street with a 10 foot concrete sidewalk, angled parking along the west side, and parallel parking stalls along the east side of the street.

The extension of the full Center Street typical section was completed to 100-feet north of 145th Avenue NW. The remaining roadway was then constructed as a temporary street section with bituminous curb and a bituminous trail for a distance of approximately 220-feet to Ramsey Parkway.

Zeolite Street NW

Zeolite Street was constructed as a temporary rural section with bituminous surface in 2005 from Sunwood Drive to Bunker Lake Boulevard.

Bituminous Trails

A 10-foot wide bituminous trail was constructed in the wide median of Ramsey Parkway east of Center Street. A continuation of the trail was also constructed along the west side of Center Street to allow for a connection to the 10-foot concrete walk near 145th Avenue NW.

Sanitary Sewer Improvements

In 2004, a 30-inch trunk sanitary sewer was extended along Sunwood Drive to serve the COR. In 2005, 15-inch and 18-inch sanitary sewer was installed from Bunker Lake Boulevard to Sunwood Drive. This main was installed in Zeolite Street from Bunker Lake Boulevard to the currently platted Ramsey Parkway. This main then followed the un-platted Yolite Street alignment to Sunwood Drive.

The segment of sanitary sewer main that follows the platted Ramsey Parkway does not follow the revised 2012 master plan alignment of Ramsey Parkway. This main may need to be realigned when this segment of Ramsey Parkway is constructed.

The existing sanitary sewer trunk mains adjacent to the study area have capacity to provide service to the study area.

Water Distribution and Supply Improvements

12-inch Watermain has been installed in all three streets adjacent to the study area (Sunwood Drive, Center Street, and Zeolite Street). All of the trunk mains installed included provisions for service to the study area in the form of 8-inch lateral watermain services.

The elevated storage for the City of Ramsey is adequate to provide fire flow to the study area. The distribution system was also found to be adequate to serve the study area.

Storm Water Management

A storm sewer system was previously constructed in Sunwood Drive and Center Street NW. The system directed roadway runoff to regional ponds located to the east and south of the study area.

A storm sewer system comprised of 33-inch to 42-inch has been installed directly north of the study area in what was previously named West Town Center Drive. The planned roadway alignment was revised in the 2012 COR master plan, and a portion of the constructed storm sewer system lies within the boundaries of the regional pond. When the pond is constructed, a portion of this storm sewer will most likely be removed.

Drainage for the study area is planned to flow north from Sunwood Drive and west from Center Street to a regional pond located north of Ramsey Parkway and west of Center Street. The outlet for the regional pond currently discharges to an open area located on the south side of the future Ramsey Parkway. The storm water then flows overland to a pipe near the Sunwood Drive and Yolite Street intersection. The pond outlet is anticipated to ultimately include a discharge pipe from the regional pond to the Sunwood Drive storm sewer. This pipe will most likely be extended along the future Yolite Street.

We assume the regional pond will be constructed in phases as properties develop. No cost analysis was performed related to construction of the pond.

VI. ADDITIONAL ANALYSIS

As a portion of this analysis, we reviewed City Comprehensive Plans for sanitary sewer and water main needs for the study area and completed a rough site grading review of the City park area. The following is a summary of results for the various analyses and reviews.

Sanitary Sewer and Water Main

The segment of trunk sanitary sewer main following the currently platted Ramsey Parkway does not follow the revised 2012 master plan alignment. This main may need to be realigned when this segment of Ramsey Parkway is constructed.

An 8-inch gravity sanitary sewer main will be adequate to convey flows from the area. For this analysis, we included an allowance for 8-inch service lines to be extended to properties along the corridor.

All existing streets include provisions to extend 8-inch watermain into the study area. Future roadway construction should include 8-inch watermain to complete looping in the study area. In the case that a high water user plans to develop within the project area, additional flow analysis should be performed to verify they will have adequate flow and pressure for their individual needs.

Figure 6 in Appendix B depicts sanitary sewer and Figure 7 depicts the water main improvements within the study area.

Storm Water Management

Storm water management concepts were developed to maintain existing drainage patterns and preserve the conveyance and flood storage capacity of the existing site.

Storm water runoff within the study area is planned to flow north from Sunwood Drive and west from Center Street NW to a large future regional pond proposed on the north side of Ramsey Parkway. The outlet for this regional pond will most likely to be extended along the future Yolite Street, where an existing 30-inch arch pipe has been extended into the study area from Sunwood Drive.

In the interim condition, a swale should be constructed from the pond to the Sunwood Drive storm sewer pipe. The pipe should be uncovered and an apron installed until such time as the final pond outlet pipe is fully constructed.

The existing hydraulic model was refined, and detail added, to allow for the analysis of storm water within the entire COR area. Preliminary storm water management conditions and requirements were then developed to determine the elevations required for building pads in the area.

The sub-watersheds were modeled using future land use conditions to generally size the regional storm water basin. The basin was sized to ensure proposed discharge rates were equal to existing flow rates. The pond was also reviewed with respect to potential storm sewer depths and potential aesthetic park function.

The pond footprint used in the analysis is as shown in the 2012 COR master plan. The normal water level was determined by using the elevation of the outlet pipe located near Sunwood Drive. Additional design parameters and regional storm water management planning should be further refined as the areas begin to develop. Figure 8 shows the general shape and location of the pond used in the analysis.

After reviewing record drawings and ALTA surveys, it was found that there is no emergency overflow (EOF) for the study area or for the proposed regional pond. Because of this, a back-to-back 100-year storm event was modeled to determine the anticipated elevation water could reach if the outlet should ever clog.

Cost estimates were not developed for the regional pond construction or private site storm sewer conveyance.

Site Grading

Existing hydraulic modeling was refined, and detail added, to analyze storm water conditions for future development scenarios. The regional pond elevation will be used to determine the minimum elevations required for building pads in the area.

The results of the modeling indicate the regional pond could reach an elevation of 865.5 during a 100-year back-to-back storm event. This should be considered a preliminary result at this time, as the actual pond size and shape could be revised based upon other studies occurring at the City.

The Lower Rum River Watershed Management Organization requires the lowest building pad elevation be a minimum of 1-foot above the high water level. Based on that requirement, the minimum building elevation should be 866.5.

Figure 9 depicts the average existing lot elevations, the proposed minimum lot elevations required, and an approximate fill volume required to raise each of the sites to the minimum elevation. Each site requires an average of approximately 1 foot of fill to meet minimum elevations required.

A new City park, located directly adjacent to Center Street NW, is in the planning stages at the City. The costs associated with importing fill for this parcel have been included in the alternate cost analysis section of this report.

Street Lighting

The costs included for street lighting were derived from recent projects within the City of Ramsey and are considered to be reasonable costs associated with providing street and pedestrian lighting along the corridors. Costs include conduit, wiring and the actual light fixtures to be installed. The density of the lighting fixtures is similar to the level provided along Riverdale Drive, east of Armstrong Boulevard. The costs provided are considered conservative and may be reduced depending upon the types of developments proposed and the density of lighting required.

Trails/Sidewalks

Trails were previously constructed along the center of the Ramsey Parkway median east of Center Street. Cost estimates were prepared which include a 10-foot bituminous trail along the extension of Ramsey Parkway to Zeolite Street.

A 10-foot concrete sidewalk is proposed along the west side of Center Street. All other roadways are proposed to include a 6-foot concrete sidewalk on either side of the road segment. Figures 10-17 in the Appendix show these layouts and typical sections.

Landscaping

The base project includes a very utilitarian approach to landscaping for the area. Bituminous trails and lighting were included, but other features, such as trees, shrubs, decorative features and monuments are not included in the estimated project costs. The exception to this is Sunwood Drive NW, where the boulevard costs include continuing the landscaping along the north side of Sunwood Drive as it exists east of Sapphire Street.

An alternative was also reviewed in the Ramsey Parkway median. A bio-retention basin was considered along the entire median to provide pre-treatment to the storm water prior to discharging into the regional pond. The base cost for Ramsey Parkway includes a 10-foot bituminous trail in the median with an alternative cost calculated for the cost difference between the two median options.

Right of Way and Easements

Locations of right of way needs are depicted on the figures based on roadway and trail sections. The exact areas will need to be determined during the platting process. We assumed that the right of ways would be dedicated as a portion of the development process and no costs are included in the project costs for acquisitions. Vacation of the existing platted right of ways that are no longer needed are also not included in the project costs.

Anoka County Regional Trail

The Central Anoka County Regional Trail follows Bunker Lake Boulevard, and currently terminates at Ramsey Boulevard. The trail had been proposed to follow Ramsey Boulevard to the south, crossing TH 10 and connecting to the Anoka County's Mississippi West Regional Park. A new alignment is now being proposed, which ultimately takes advantage of the proposed Mississippi Skyway for crossing TH 10. The new alignment follows Bunker Lake Boulevard further to the west, before turning south at Center Street. The trail then follows Center Street through much of the COR, connecting to the transit station on the north side of TH 10.

Timing of Improvements

While the improvements discussed and depicted in the figures will be required to support the area, timing of the improvements will most likely be dependent upon each proposed development.

As individual developments are considered, the public infrastructure will need to be reviewed and determinations made as to its adequacy to serve the properties. As upgrades, extensions and improvements are determined to be necessary, funding strategies will need to be developed which may include full or partial assessments to benefitting properties.

VII. COST CONSIDERATIONS

Costs estimates were developed for each improvement type. These estimates are based on past bid pricing and similar projects completed previously. The segments are depicted on Figure 2 in Appendix B. All costs presented in the following pages are 2018 costs.

<u>Improvement</u>	<u>Segment A-1</u>	<u>Segment A-2</u>	<u>Segment B</u>	<u>Segment C-1</u>
Roadway	\$ 361,000	\$ 713,000	\$ 150,000	\$ 171,000
Trails/Sidewalks	\$ 32,000	\$ 64,000	\$ 35,000	\$ 75,000
Street Lighting	\$ 22,000	\$ 43,000	\$ 13,000	\$ 17,000
Storm Sewer	\$ 118,000	\$ 234,000	\$ 35,000	\$ 43,000
Trunk Storm Sewer	\$ 43,000	\$ 0	\$ 0	\$ 0
Watermain	\$ 122,000	\$ 241,000	\$ 57,000	\$ 98,000
Sanitary Sewer	\$ 78,000	\$ 47,000	\$ 0	\$ 77,000
Trunk San Sewer	\$ 0	\$ 172,000	\$ 0	\$ 0
Total Costs	\$ 776,000	\$ 1,514,000	\$ 290,000	\$ 481,000

<u>Improvement</u>	<u>Segment C-2</u>	<u>Segment E</u>
Roadway	\$ 67,000	\$ 223,000
Trails/Sidewalks	\$ 30,000	\$ 98,000
Street Lighting	\$ 7,000	\$ 22,000
Storm Sewer	\$ 17,000	\$ 119,000
Trunk Storm Sewer	\$ 0	\$ 0
Watermain	\$ 38,000	\$ 127,000
Sanitary Sewer	\$ 31,000	\$ 27,000
Trunk San Sewer	\$ 0	\$ 0
Total Costs	\$ 190,000	\$ 616,000

Segments D-1, D-2, D-3 and D-4 include trails, sidewalks and miscellaneous street scape improvements along Sunwood Drive. The Segments, and associated costs, are presented in the following table.

<u>Segment</u>	<u>Location</u>	<u>Estimated Cost</u>
D-1	Zeolite Street to Yolite Street	\$ 204,000
D-2	Yolite Street to Xenolith Street	\$ 198,000
D-3	Xenolith Street to Center Street	\$ 176,000
D-4	Center Street to Sapphire Street	\$ 113,000
Total		\$ 691,000

The above costs are considered project costs and include 30% contingencies and project development costs. Project development costs include administrative, engineering, and fiscal related costs.

Summary of Costs

The total for the roadway, trail, sidewalk, street lighting, lateral sanitary sewer and water main improvements is estimated at \$3,652,000.

The total trunk related improvements for sanitary sewer and storm sewer is estimated at \$215,000.

The total landscaping improvements along Sunwood Drive from Zeolite Street to Sapphire Lane is estimated at \$691,000.

General Cost Estimating Assumptions

- Dewatering needed for sewer and water installation.
- Fill required for all roadways.
- Borrow material cost does not assume use of regional pond excavation.
- Aggregate base cost does not assume use of City stockpile.

Segment A-1 Assumptions

- Removal of existing 42-inch storm sewer included in trunk storm sewer cost.
- Sanitary assumed to extend to midpoint of last parcels serviced by sewer line.

Segment A-2 Assumptions

- Relocation of 18-inch trunk sanitary sewer into future Ramsey Parkway alignment included in trunk sanitary sewer cost.
- Sanitary assumed to extend to midpoint of last parcels serviced by sewer line.

Segment E Assumptions

- 30-inch regional pond outlet pipe included in storm sewer cost.
- Extension of sanitary sewer laterals to the right of way included in sanitary sewer cost.

Additional Assumptions

- No costs associated with construction of individual storm water ponds, as it is anticipated the regional pond will address all storm water runoff requirements. We assumed the region pond would be constructed incrementally, as individual parcels develop. The regional pond will be sized to address all impervious surfaces within the developable area including the public improvements and all individual site development within the study area.
- Park Fill is the estimated cost to grade the proposed City park parcel, fill the site to an elevation equal to the adjacent streets, place 4 inches of topsoil and seed and mulch the entire site. The estimated project cost to fill the site, topsoil, seed, and hydromulch is approximately \$231,000.

Alternatives Analysis

An alternate cost analysis was performed to determine the difference in cost if a bioretention basin was constructed along the median in Ramsey Parkway, in lieu of the bituminous trail currently being considered. The bio-retention basin is not required to meet water quality volume requirements, but instead to perform pre-treatment and create a native plantings and landscaping feature.

It is estimated that creating a swale along the median with landscaping would result in a cost savings of approximately \$10 per foot when compared to the installation of a 10-foot bituminous trail and sod.

VIII. COST ALLOCATION ALTERNATIVES

The costs, or a portion of the costs, of the improvements are typically allocated back to adjacent properties through the use of assessments, fees and other methods. The costs are typically allocated in a way that is equitable to the properties benefitting from the improvements. Public improvements that will become City owned and maintained are typically constructed through a public process, while secondary improvements are constructed by the property owner. For our analysis, we assumed the following items

would be constructed through the public process:

- Roadways, including storm water conveyance systems,
- Water System Facilities,
- Sanitary Sewer Facilities,
- Trails,
- Street Lighting, and
- City Parks

While the street lights will most likely be installed by a private utility and the trails could potentially be constructed by the property owner, we have included these items as public improvements.

Other improvements were considered secondary and are typically the property owner's responsibility:

- Sanitary Sewer Service Extensions,
- Water Service Extensions,
- Natural Gas Lines to Buildings,
- Telephone Service to Buildings,
- Electric Service to Buildings,
- Site Grading,
- Site Landscaping,
- Site Storm Water Conveyance, and
- Easement Dedication.

These types of improvements are typically inspected by the City for conformity with applicable codes and standards, but are constructed by the property owner.

APPENDIX A: COR EXHIBIT

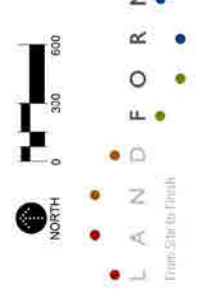
DEVELOPMENT STATUS

[Light Green Box]	EXISTING DEVELOPMENT
[Light Orange Box]	PROPOSED DEVELOPMENT
[Yellow Box]	ACTIVE DEALS
[Red Box]	UNDER CONTRACT
[Purple Box]	COMPLETED

ACCESS

[Traffic Light Icon]	EXISTING SIGNALIZED INTERSECTION
[Traffic Light Icon]	FUTURE SIGNALIZED INTERSECTION
[Circle with F]	FULL INTERSECTION
[Circle with 3/4]	NO LEFT OUTBOUND MOVEMENTS
[Circle with P]	PARKING RAMP

TRAFFIC INFORMATION
 ADT INFORMATION TAKEN FROM 2009
 ACTUAL COUNTS AND 2030 PROJECTED
 VOLUMES



Landform and Site to Fresh™ are service marks of Landform Professional Services, LLC.

APPENDIX B: FIGURES



CENTER STREET AREA ANALYSIS
 CITY OF RAMSEY, MINNESOTA
 FIGURE 1 - AREA OF STUDY
 DECEMBER 2017




7533 SUNWOOD DR NW, SUITE 206
 RAMSEY, MINNESOTA 55303
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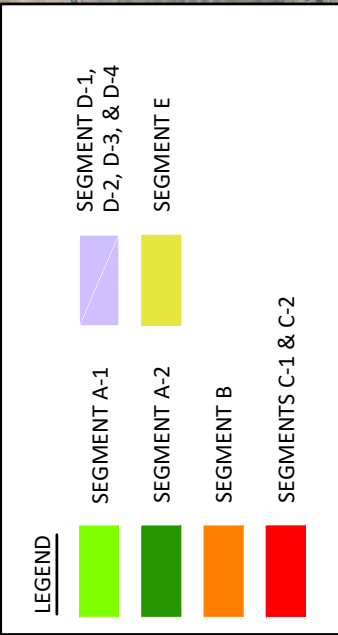
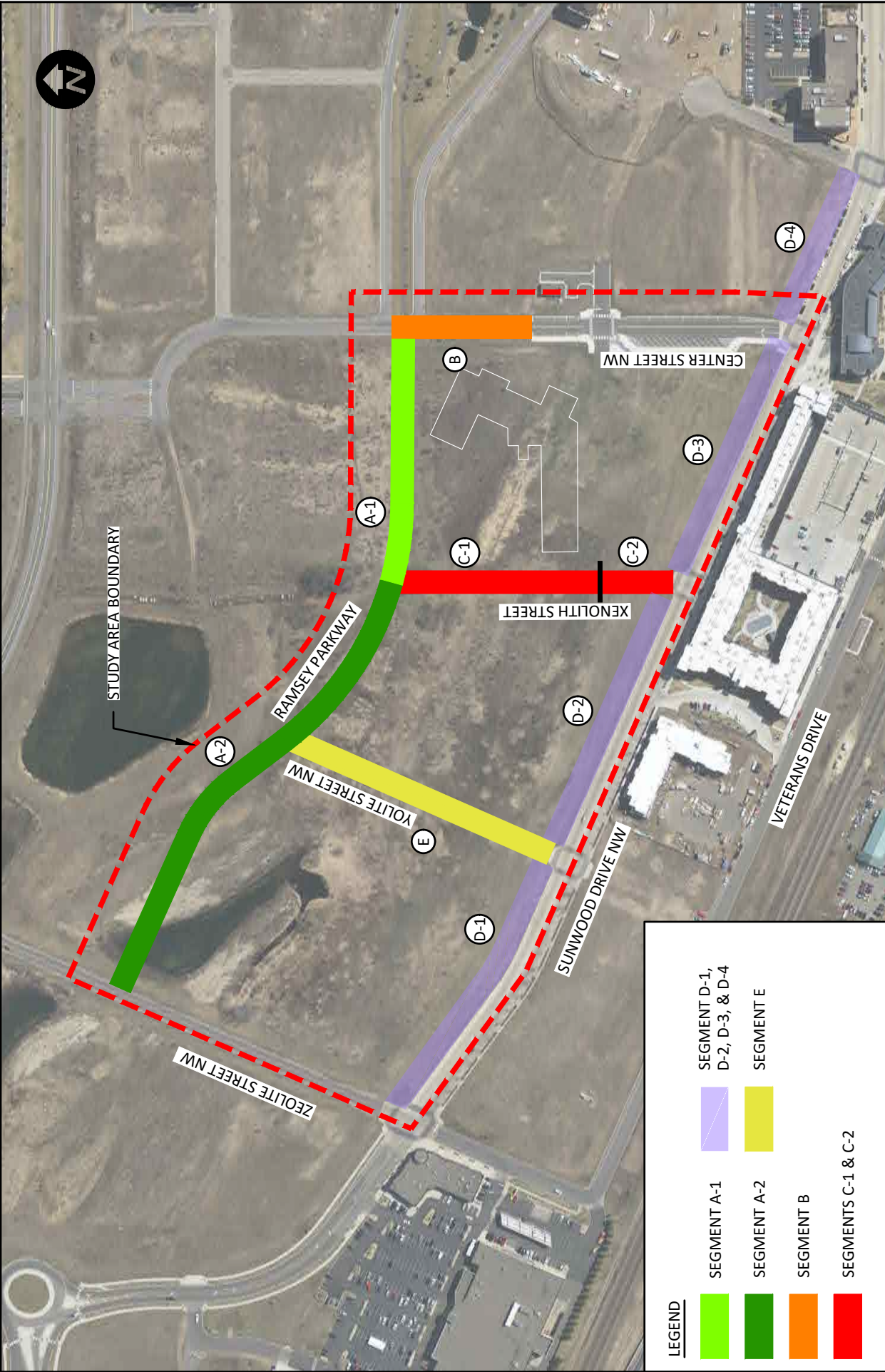


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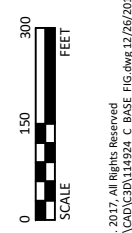
 STUDY AREA

 AREA OF ADDITIONAL CONSIDERATION

0 150 300
 FEET
 SCALE



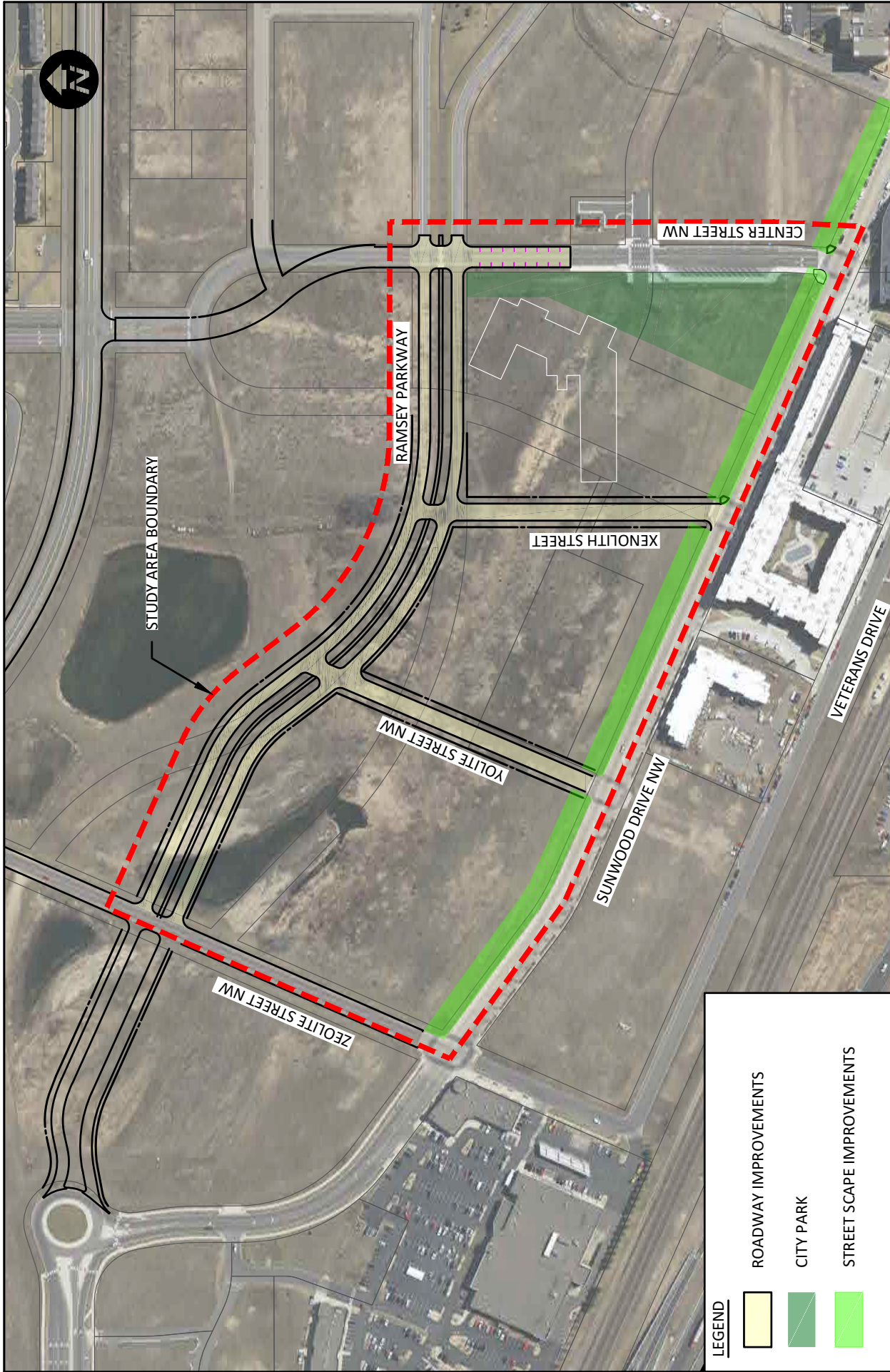
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CENTER STREET AREA ANALYSIS
 CITY OF RAMSEY, MINNESOTA
 FIGURE 2 - ROAD SEGMENTS
 DECEMBER 2017





LEGEND

-  ROADWAY IMPROVEMENTS
-  CITY PARK
-  STREET SCAPE IMPROVEMENTS

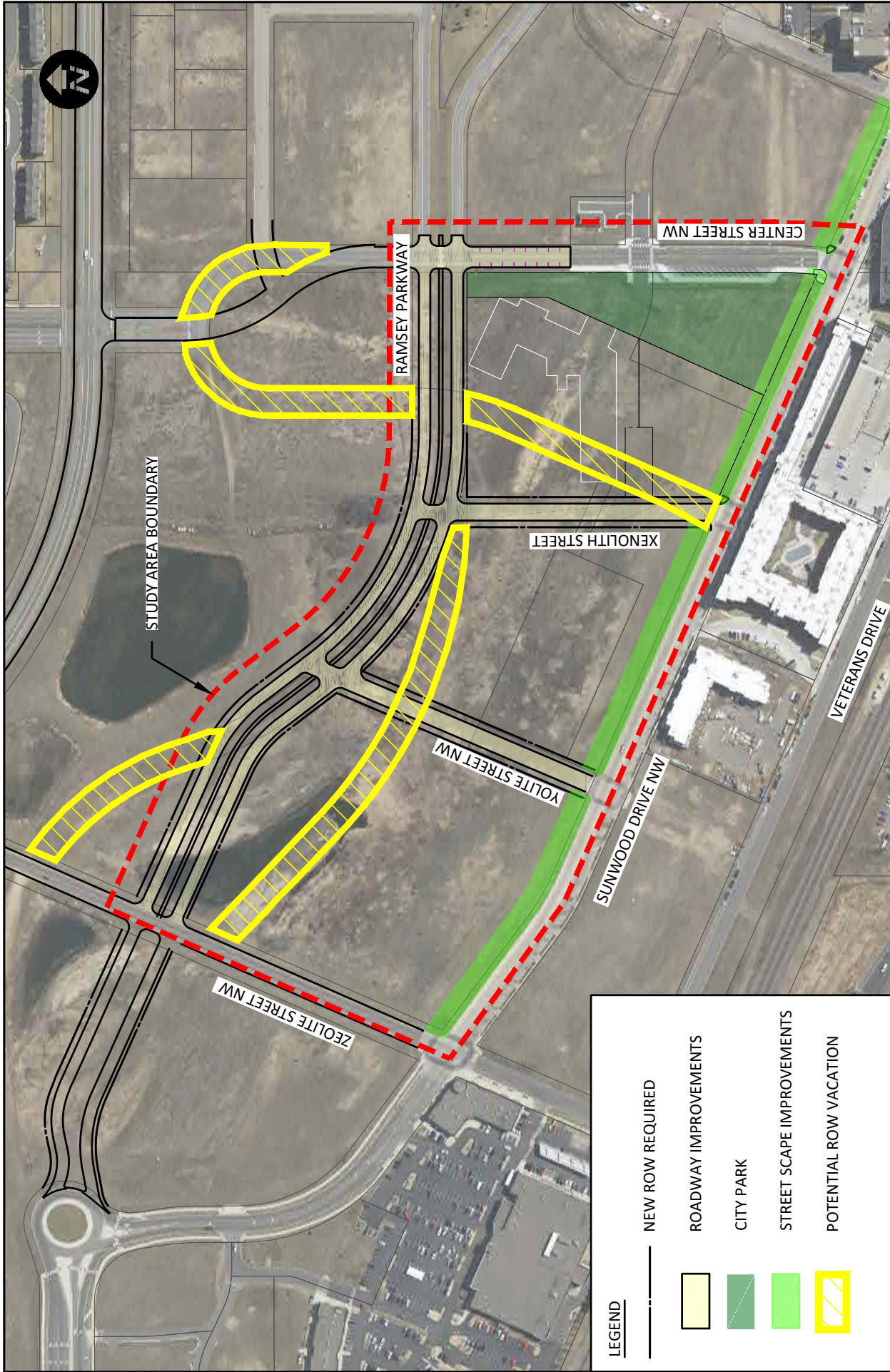


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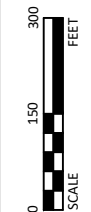
CENTER STREET AREA ANALYSIS
 CITY OF RAMSEY, MINNESOTA
 FIGURE 3 - GEOMETRICS

DECEMBER 2017



LEGEND

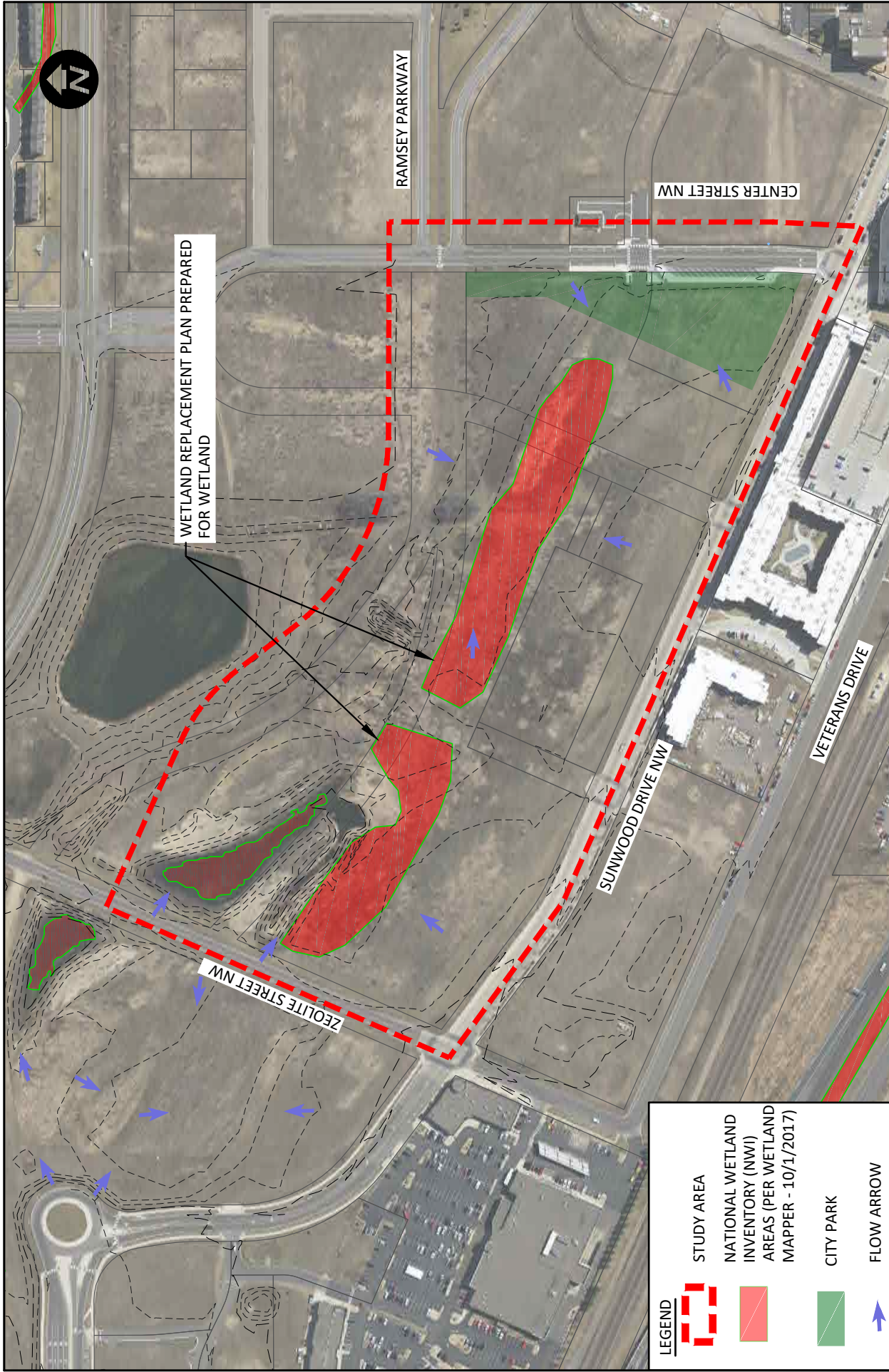
- NEW ROW REQUIRED
- ROADWAY IMPROVEMENTS
- CITY PARK
- STREET SCOPE IMPROVEMENTS
- POTENTIAL ROW VACATION



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CENTER STREET AREA ANALYSIS
 CITY OF RAMSEY, MINNESOTA
 FIGURE 4 - RIGHT OF WAY LAYOUT
 DECEMBER 2017



WETLAND REPLACEMENT PLAN PREPARED FOR WETLAND

RAMSEY PARKWAY




CENTER STREET NW

SUNWOOD DRIVE NW

VETERANS DRIVE

ZEOLITE STREET NW

LEGEND

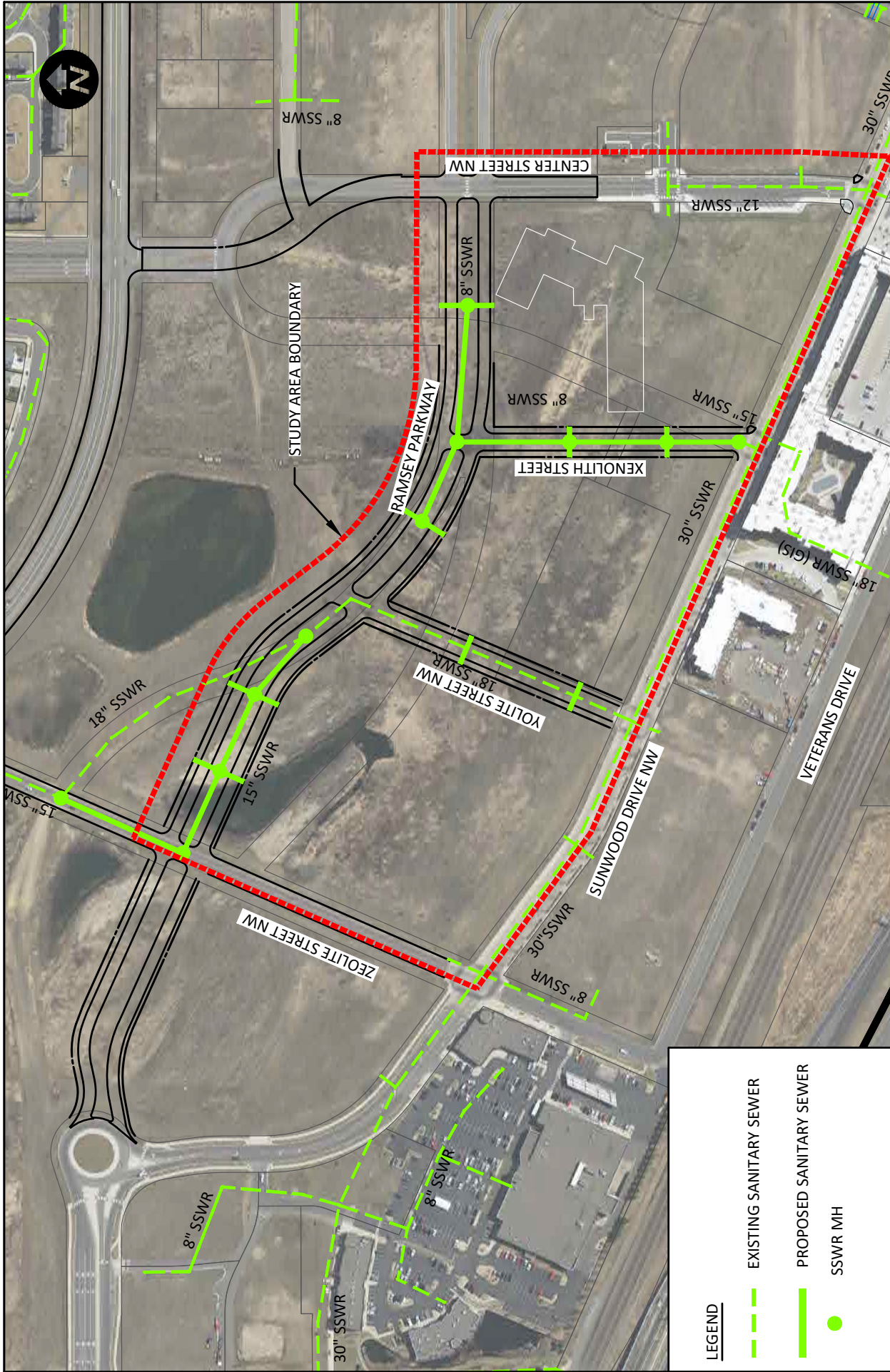
-  STUDY AREA
-  NATIONAL WETLAND INVENTORY (NWI) AREAS (PER WETLAND MAPPER - 10/1/2017)
-  CITY PARK
-  FLOW ARROW



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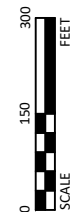


CENTER STREET AREA ANALYSIS
CITY OF RAMSEY, MINNESOTA
FIGURE 5 - NATIONAL WETLAND INVENTORY
DECEMBER 2017



LEGEND

- EXISTING SANITARY SEWER
- PROPOSED SANITARY SEWER
- SSWR MH



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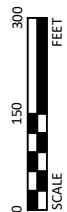


CENTER STREET AREA ANALYSIS
CITY OF RAMSEY, MINNESOTA
FIGURE 6 - SANITARY SEWER
DECEMBER 2017



LEGEND

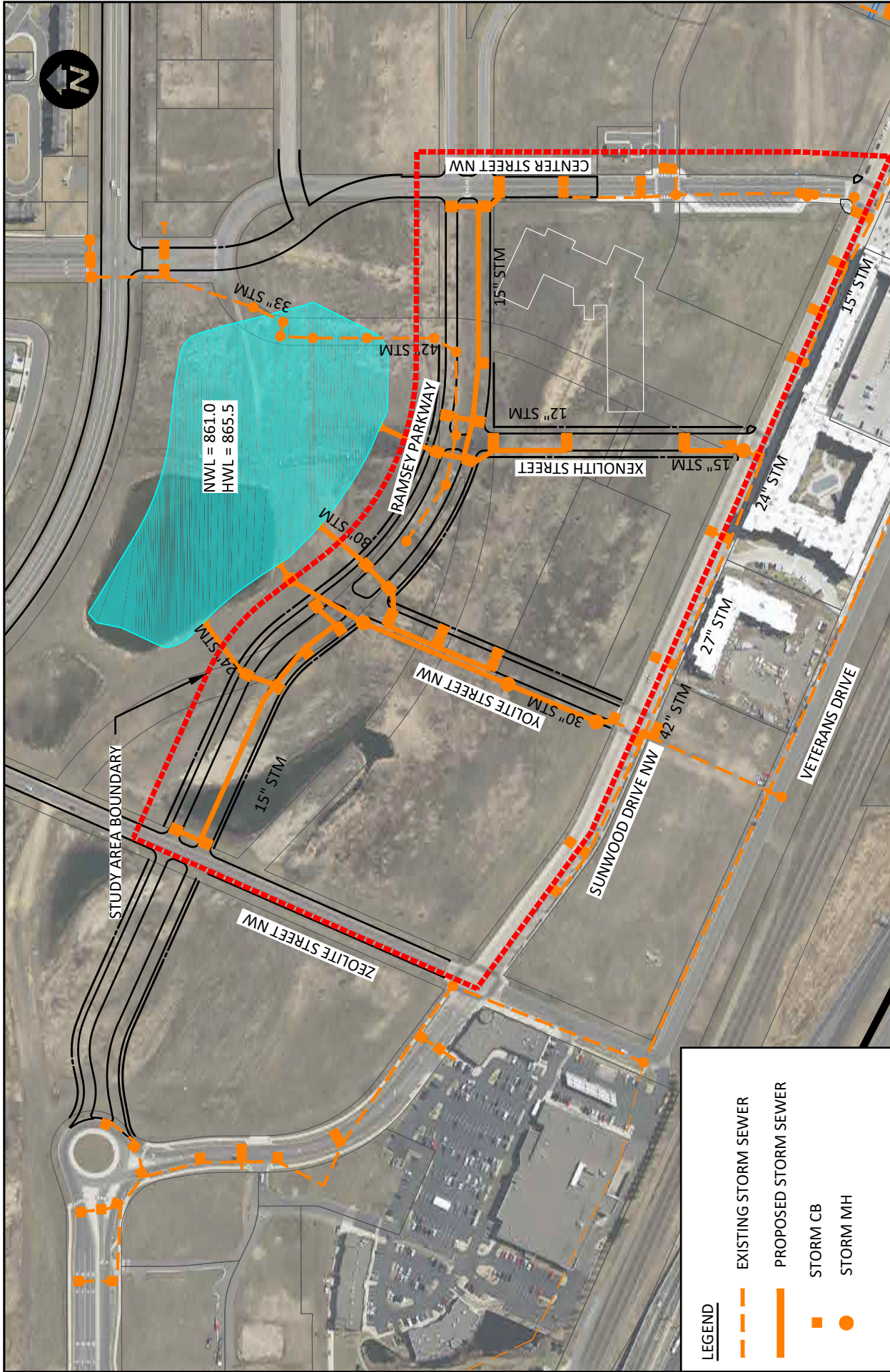
	EXISTING WATERMAIN
	PROPOSED WATERMAIN
	HYDRANT



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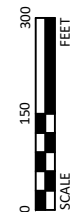
CENTER STREET AREA ANALYSIS
 CITY OF RAMSEY, MINNESOTA
 FIGURE 7 - WATERMAIN
 DECEMBER 2017



NWL = 861.0
HWL = 865.5

LEGEND

- EXISTING STORM SEWER
- PROPOSED STORM SEWER
- STORM CB
- STORM MH

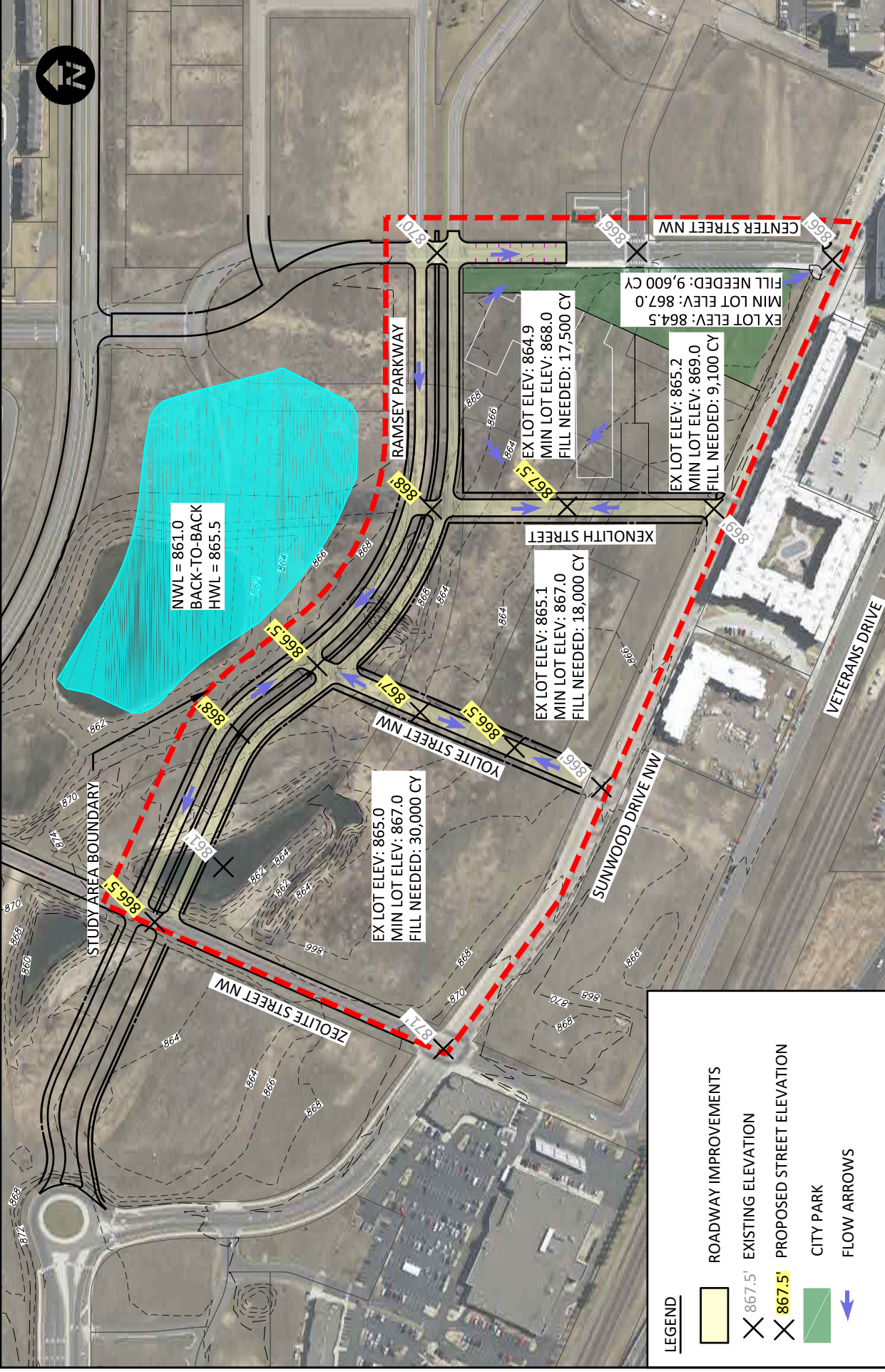


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CENTER STREET AREA ANALYSIS
CITY OF RAMSEY, MINNESOTA
FIGURE 8 - STORM SEWER

DECEMBER 2017



NWL = 861.0
 BACK-TO-BACK
 HWL = 865.5

EX LOT ELEV: 865.0
 MIN LOT ELEV: 867.0
 FILL NEEDED: 30,000 CY

EX LOT ELEV: 865.1
 MIN LOT ELEV: 867.0
 FILL NEEDED: 18,000 CY

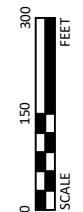
EX LOT ELEV: 864.9
 MIN LOT ELEV: 868.0
 FILL NEEDED: 17,500 CY

EX LOT ELEV: 865.2
 MIN LOT ELEV: 869.0
 FILL NEEDED: 9,100 CY

EX LOT ELEV: 864.5
 MIN LOT ELEV: 867.0
 FILL NEEDED: 9,600 CY

LEGEND

- ROADWAY IMPROVEMENTS
- EXISTING ELEVATION
- PROPOSED STREET ELEVATION
- CITY PARK
- FLOW ARROWS

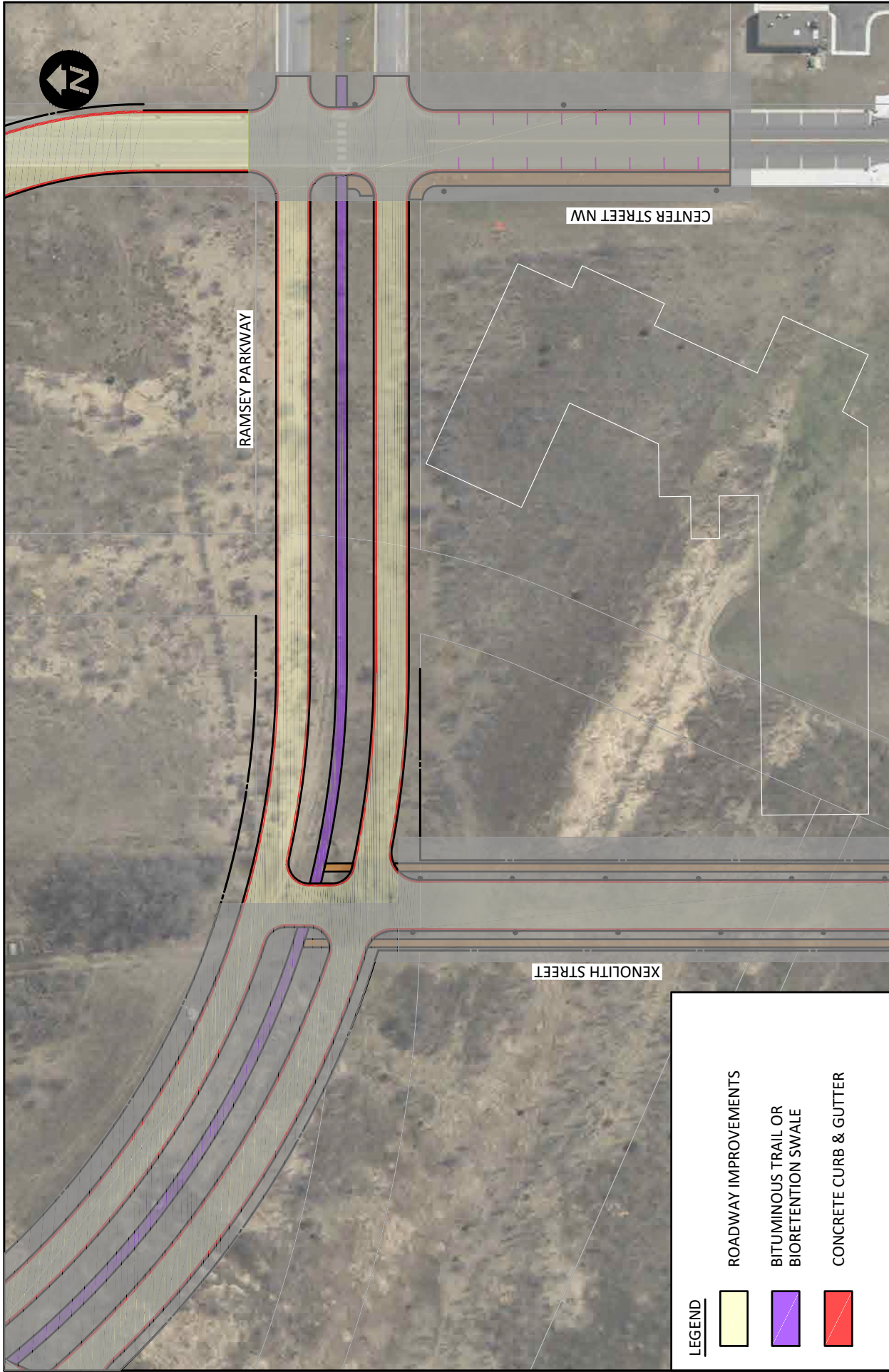


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CENTER STREET AREA ANALYSIS
 CITY OF RAMSEY, MINNESOTA
 FIGURE 9 - SITE GRADING




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LEGEND




-  ROADWAY IMPROVEMENTS
-  BITUMINOUS TRAIL OR BIORETENTION SWALE
-  CONCRETE CURB & GUTTER

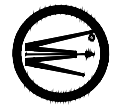


 SCALE
 FEET



LEGEND

-  ROADWAY IMPROVEMENTS
-  BITUMINOUS TRAIL OR BIORETENTION SWALE
-  CONCRETE CURB & GUTTER



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CENTER STREET AREA ANALYSIS
CITY OF RAMSEY, MINNESOTA
FIGURE 11 - SEGMENT A-2 GEOMETRICS
DECEMBER 2017








RAMSEY PARKWAY

CENTER STREET NW

NOTE:
CENTER STREET CONCEPT SHOWN FOR ESTIMATING
PURPOSES. ACTUAL CONFIGURATION MAY CHANGE.

LEGEND

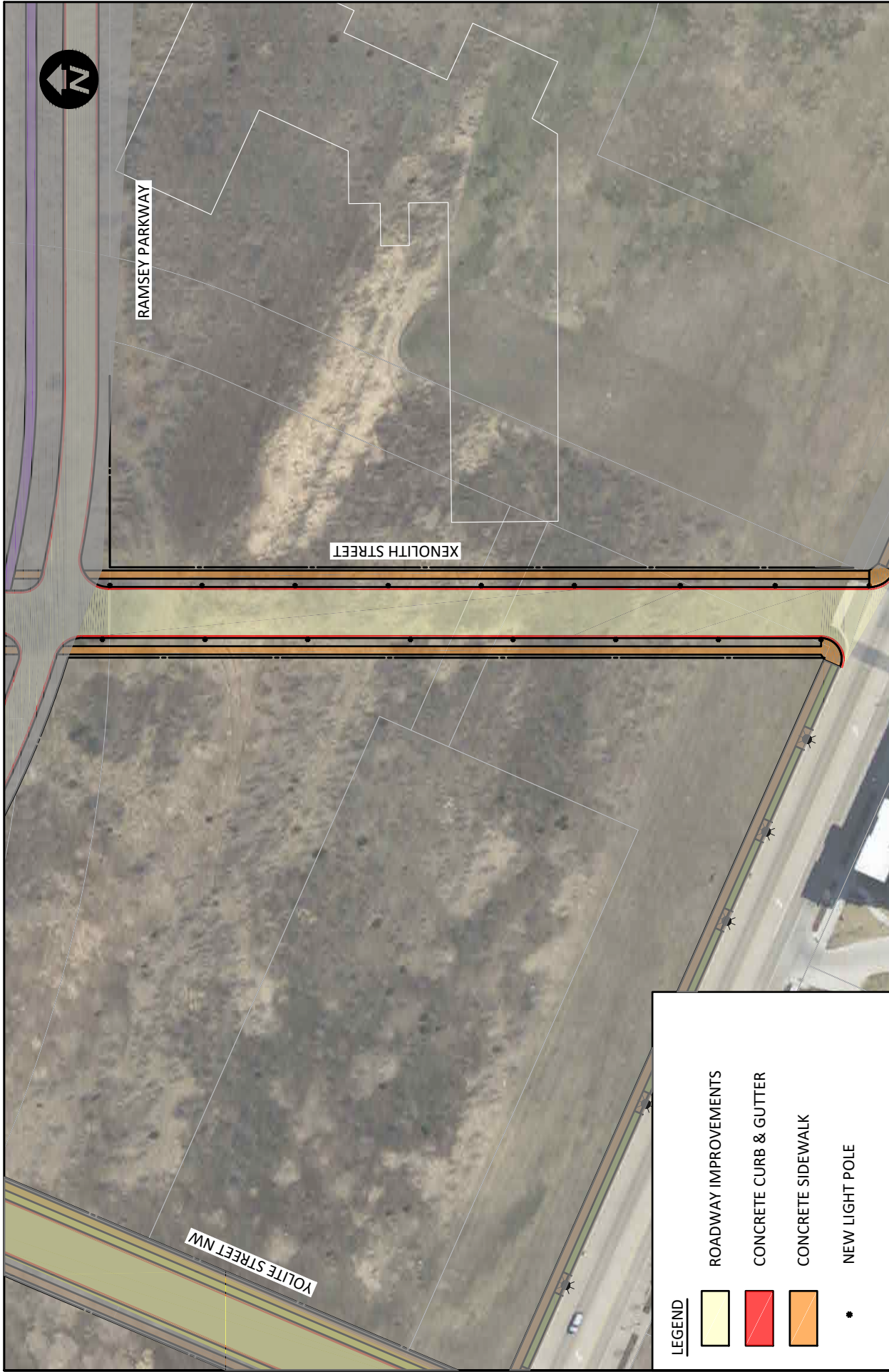
-  ROADWAY IMPROVEMENTS
-  CONCRETE CURB & GUTTER
-  CONCRETE SIDEWALK
-  CITY PARK
-  NEW LIGHT POLE



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CENTER STREET AREA ANALYSIS
CITY OF RAMSEY, MINNESOTA
FIGURE 12 - SEGMENT B GEOMETRICS
DECEMBER 2017




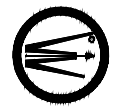
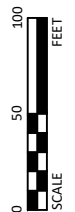
RAMSEY PARKWAY

KENOLTH STREET

YOLITE STREET NW

LEGEND

-  ROADWAY IMPROVEMENTS
-  CONCRETE CURB & GUTTER
-  CONCRETE SIDEWALK
-  NEW LIGHT POLE

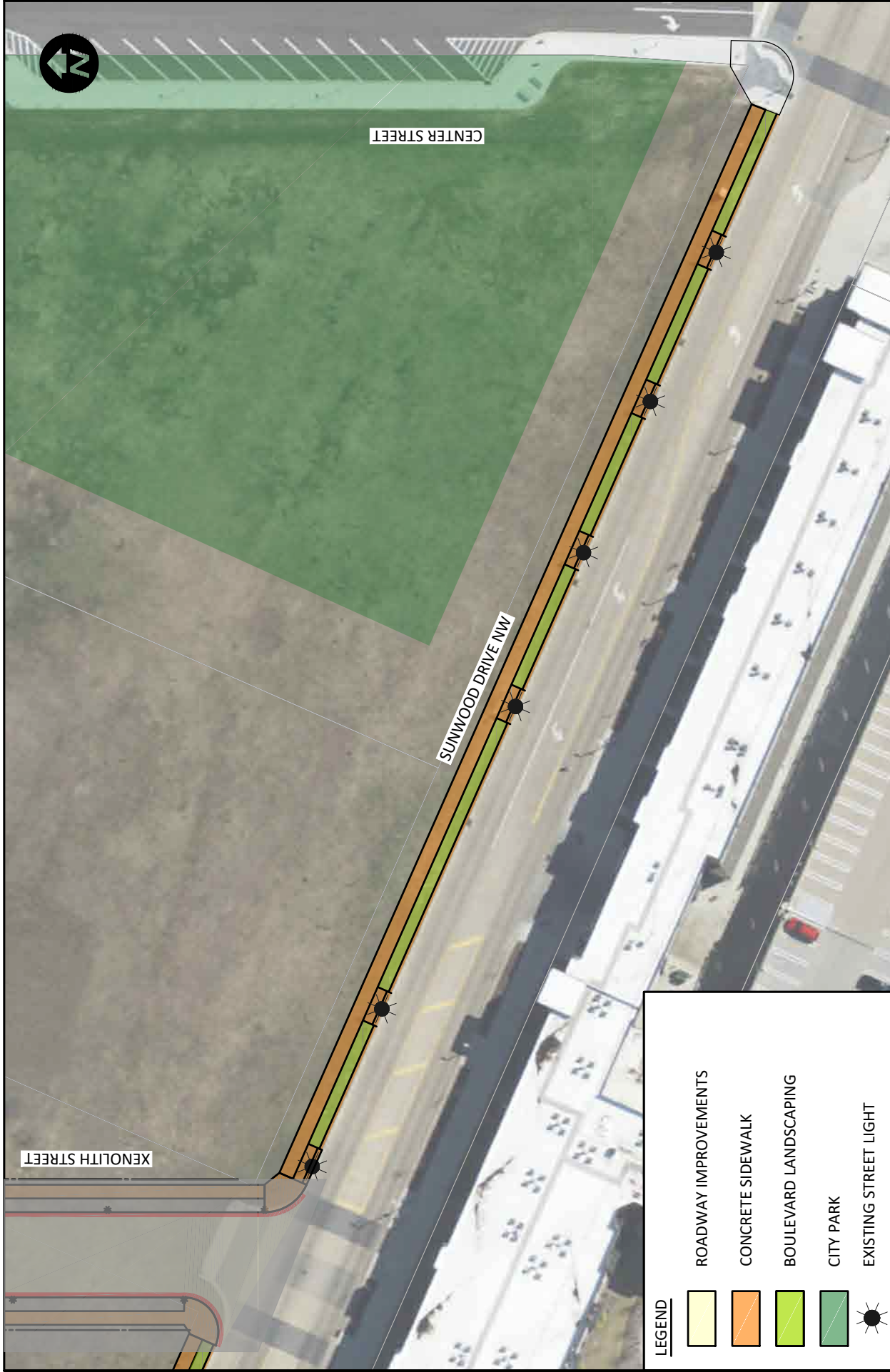


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CENTER STREET AREA ANALYSIS
 CITY OF RAMSEY, MINNESOTA
 FIGURE 13 - SEGMENT C GEOMETRICS
 DECEMBER 2017



LEGEND

-  ROADWAY IMPROVEMENTS
-  CONCRETE SIDEWALK
-  BOULEVARD LANDSCAPING
-  CITY PARK
-  EXISTING STREET LIGHT



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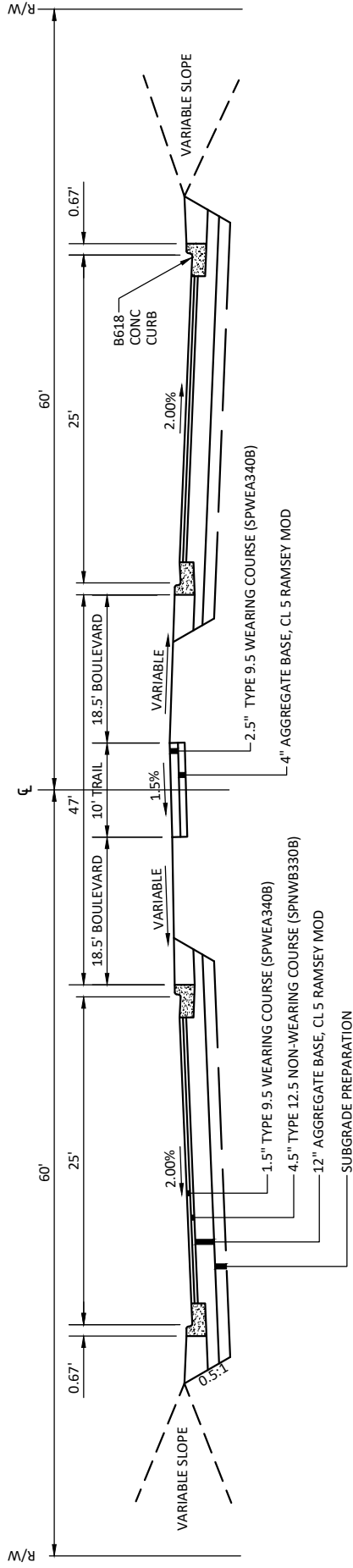
CENTER STREET AREA ANALYSIS
 CITY OF RAMSEY, MINNESOTA
 FIGURE 14 - SEGMENT D LANDSCAPING

DECEMBER 2017

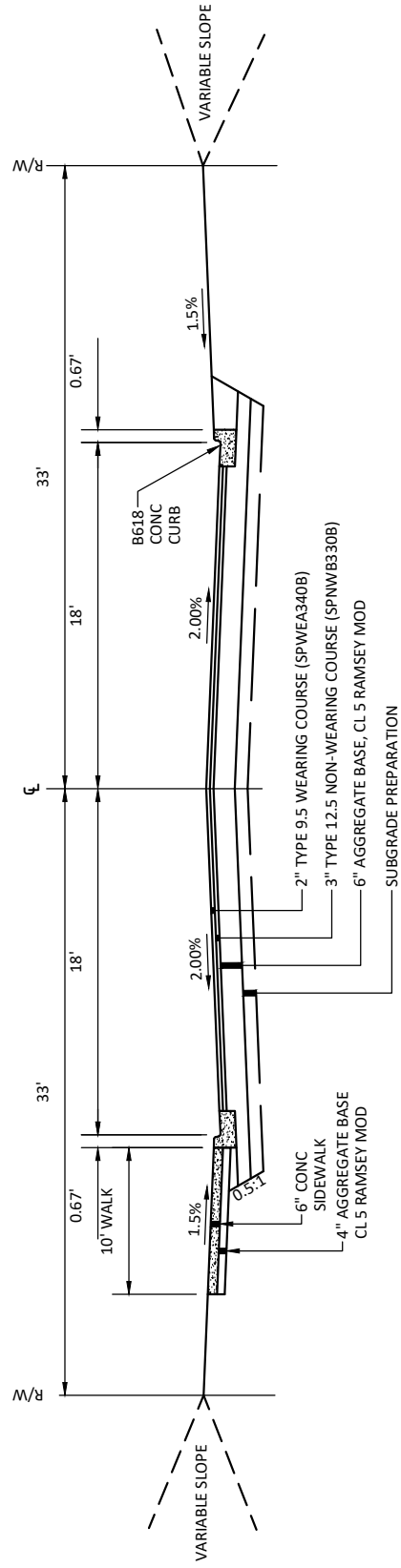


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SEGMENT A-1 & A-2 / RAMSEY PARKWAY



SEGMENT B / CENTER STREET



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CENTER STREET AREA ANALYSIS
 CITY OF RAMSEY, MINNESOTA
 FIGURE 16 - TYPICAL SECTIONS

DECEMBER 2017

The Economic Development Authority and City of Ramsey, Minnesota

**Business Subsidy Policy
Tax Abatement Policy
Tax Increment Policy**

Dated January 13, 2009

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1. City and EDA of Ramsey Business Subsidy Policy

The following business subsidy criteria are intended to satisfy the requirements of Minnesota Statutes, §§116J.993 through 116J.995 (the "Act"). The term "City" means the City of Ramsey. The term "project" means the property with respect to which the business subsidy is provided.

A. MANDATORY CRITERIA

All projects must comply with the following criteria:

1. But For Test. There is a substantial likelihood that the project would not go forward without the business subsidy.
2. Wage Policy. If the project results in the creation of any jobs, the wage for each part-time and full-time job created must be, within two years of the date assistance is received (as defined in the Act), at least equal to 70% of the most recent median wage figure for the Twin City 7 County Metro County as published by the Minnesota Department of Employment and Economic Development or such greater amount as the City may require for a specific project.
3. Economic Feasibility. The recipient must demonstrate to the satisfaction of the City that it has adequate financing for the project and that the project will be completed in a timely fashion.
4. Compliance with Act. The business subsidy from the City must satisfy all requirements of the Act.
5. Minimum Subsidy Amount: Financial assistance in the form of a business subsidy of \$25,000 or more; and business loans and guarantees of \$75,000, must be reported to the Department of Employment and Economic Development. A public hearing is only required if the business subsidy is greater than \$150,000.

B. POLICY

1. The City recognizes that the creation of good paying jobs is a desirable goal which benefits the community. Nevertheless, not all projects assisted with subsidies derive their public purposes and importance solely by virtue of job creation. In addition, the imposition of high job creation requirements and high wage level requirements may be unrealistic and counter-productive in the face of larger economic forces of influence and the financial and competitive circumstances of an individual business. In determining the requirements for a project under consideration for a business subsidy, the determination of the number of jobs to be created and the wage levels therefore will be guided by the following principles and criteria:

- a. The evaluation of projects will take into consideration the project's importance in and benefit to the community from all perspectives, including created or retained jobs.
 - b. If a particular project does not involve the creation of jobs, but is nonetheless found to be worthy of support and subsidy, assistance may be approved without any specific job or wage goals if permitted by applicable law.
 - c. In cases where the objective is the retention of existing jobs, the recipient of the subsidy will be required to provide evidence which demonstrates that the loss of those jobs is specific and demonstrable.
 - d. The setting of wage and job goals will be informed by (i) prevailing wage rates, (ii) local economic conditions, (iii) external economic forces over which neither the City nor the recipient of the subsidy has control, (iv) the financial resources of the recipient and (v) the competitive environment in which the recipient's business exists.
2. Because it is not possible to anticipate all the needs and requirements of every type of project and the ever-changing needs of the community and in order to retain the flexibility necessary to respond to all proposed projects, the City retains the right to approve projects and business subsidies which may vary from the principles and criteria set forth herein.

C. PROJECT EVALUATION CRITERIA

The project review and evaluation criteria are the following:

1. Jobs and Wages
 - a. New Jobs. The minimum net number of direct full time equivalent jobs to be created or retained by the proposed project for a period of at least two years from the estimated benefit date.
 - b. Payroll. The minimum annual net payroll (including employer contributions for health benefits) to be generated at the end of the second anniversary date of the estimated benefit date.
2. Tax Base
 - a. Increase in Tax Base. The net increase in property taxes estimated to be generated by the project in the second full year of operation.

3. Land Use
 - a. Compliance with Comprehensive or Other Plans. Whether, apart from any needed services to the community described in section 5 below, the project is compatible with the comprehensive plan and permitted uses for the property.
 - b. Marginal Property. Whether the project is located on property which needs but is not likely to be developed or redeveloped because of blight or other adverse conditions of the property. For example property may be so blighted that the cost of making land ready for redevelopment exceeds the property's fair market value.
 - c. Design and/or Other Amenities. Whether, as a result of the business subsidy, the project will include design and/or amenity features not otherwise required by law. For example, the project may, at the request of the City, include landscaping, open space, public trails, employee work out facilities or day care facilities which serve a public purpose but are not required by law.
4. Impact on Existing and Future Public Investment
 - a. Utilization of Existing Infrastructure Investment. Whether and to what extent (a) the project will utilize existing public infrastructure capacity and (b) the project will require additional publicly funded infrastructure investments.
 - b. Direct Monetary Return on Public Investment. Arrangements made or to be made for the City to receive a direct monetary return on its investment in the project. For example, the business subsidy may be in the form of an interest bearing loan or may involve a project sharing arrangement.
5. Economic Development
 - a. Leveraged Funds. For every dollar of business subsidy to be provided for the project, the minimum amount of private funds which will be applied towards the capital cost of the project.
 - b. Spin Off Development. The dollar amount of non-subsidized development the project is expected to generate in the surrounding area and the need for and likelihood of such spin off development.

- c. *Growth Potential*. Based on recipient's market studies and plans for expansion, whether and to what extent the project is expected within five years of its completion, be expanded to produce a net increase of full time equivalent jobs and of payroll, over and above the minimum net increase in jobs and payroll described in section 1 above.
6. Quality of Life
 - a. *Community Services*. Whether the project will provide services in the community and the need for such services. For example, the project may provide health services, retail convenience services such as a nearby grocery store, or social services needed in the community.
 - b. *Natural Environment*. Whether the project will add to, or detract from, the environment. It is a reflection of what is important to the community - clean air and water, beautiful scenery, recreational opportunities, and a strong desire to pass along these attributes to future generations.
 7. Other
 - a. *Other Factors*. Depending on the nature of the project, such other factors as the City may deem relevant in evaluating the project and the business subsidy proposed for it.

D. ADDITIONAL CONSIDERATIONS

The City will give consideration to one or more of the issues listed below in determining whether to provide financial or other assistance to a project as a business subsidy:

1. The City may consider the requirements of any other business subsidy received, or to be received, from a grantor other than the City.
2. If the business subsidy is a guaranty, the amount of the business subsidy may be valued at the principal amount of the guaranteed payment obligation.
3. If the business subsidy is real or personal property, the amount of the subsidy will be the fair market value of the property as determined by the City.

4. If the business subsidy is received over time, the City may value the subsidy at its present value using a discount rate equal to an interest rate which the City determines is fair and reasonable under the circumstances.

As used herein "benefit date" means the date the business subsidy is received. If the business subsidy involves the purchase, lease, or donation of physical equipment, then the benefit date occurs when the recipient puts the equipment into service. If the business subsidy is for improvements to property, then the benefit date refers to the earliest date of either: when the improvements are finished for the entire project, or when a business occupies the property.

E. FINANCIAL ASSISTANCE NOT CONSIDERED A BUSINESS SUBSIDY

The following forms of financial assistance are not a business subsidy as per Minnesota Statutes, §§116J.993, Subd.3 and therefore do not require a public hearing:

1. A business subsidy of less than \$150,000;
2. Assistance that is generally available to all businesses or to a general class of similar businesses, such as a line of business, size, location, or similar general criteria;
3. Public improvements to buildings or lands owned by the state or local government that serve a public purpose and do not principally benefit a single business or defined group of businesses at the time the improvements are made;
4. Redevelopment property polluted by contaminants as defined in section [116J.552](#), subdivision 3;
5. Assistance provided for the sole purpose of renovating old or decaying building stock or bringing it up to code and assistance provided for designated historic preservation districts, provided that the assistance is equal to or less than 50 percent of the total cost;
6. Assistance to provide job readiness and training services if the sole purpose of the assistance is to provide those services;
7. Assistance for housing;
8. Assistance for pollution control or abatement, including assistance for a tax increment financing hazardous substance subdistrict as defined under section [469.174](#), subdivision 23;
9. Assistance for energy conservation;
10. Tax reductions resulting from conformity with federal tax law;

11. Workers' compensation and unemployment insurance;
12. Benefits derived from regulation;
13. Indirect benefits derived from assistance to educational institutions;
14. Funds from bonds allocated under chapter 474A, bonds issued to refund outstanding bonds, and bonds issued for the benefit of an organization described in section 501(c)(3) of the Internal Revenue Code of 1986, as amended through December 31, 1999;
15. Assistance for a collaboration between a Minnesota higher education institution and a business;
16. Assistance for a tax increment financing soils condition district as defined under section [469.174](#), subdivision 19;
17. Redevelopment when the recipient's investment in the purchase of the site and in site preparation is 70 percent or more of the assessor's current year's estimated market value;
18. General changes in tax increment financing law and other general tax law changes of a principally technical nature;
19. Federal assistance until the assistance has been repaid to, and reinvested by, the state or local government agency;
20. Funds from dock and wharf bonds issued by a seaway port authority;
21. Business loans and loan guarantees of \$150,000 or less; and
22. Federal loan funds provided through the United States Department of Commerce, Economic Development Administration; and
23. Property tax abatements granted under section 469.1813 to property that is subject to valuation under Minnesota Rules, chapter 8100.

Adopted by: Ramsey EDA / City Council

Date of Adoption: 11-13-08/1-13-09

Date of Public Hearing: 1-13-09

2. City and EDA of Ramsey Tax Abatement and Tax Increment Financing Policy

A. PURPOSE

The purpose of this policy is to establish the City's position relative to the use of Tax Abatement (§§469.1812 through §§469.1815) and Tax Increment Financing (§§469.174 through §§469.1799) (TIF), also referred to in this document as the *business assistance programs*, or *business assistance*. This policy shall be used as a guide in the processing and review of applications requesting the use of Tax Abatement and Tax Increment Financing. It is the expressed intent of the City to minimize the risk and amount of business assistance to a project and to leverage its public dollars to maximize private sector funding.

The City is granted the power to utilize the business assistance programs by Minnesota Statutes 2008 as cited. The fundamental purpose of the business assistance programs is to encourage desirable private development or redevelopment within the City that would not occur *but for* the assistance provided. Further information related to the States business assistance programs and links to State Statutes can be found at www.state.mn.us.

The City will approve or reject requests for business assistance on a case by case basis taking into consideration established policies, project criteria, and the project's demonstrated public purpose. Meeting all policy criteria does not guarantee approval of the requested business assistance. The City maintains its ability to approve or deny the request at its discretion.

B. PUBLIC PURPOSE OBJECTIVES

The City will consider the use of business assistance programs which demonstrate the achievement of one or more of the following public purpose objectives:

1. To encourage redevelopment of priority sites within the City as determined by the City Council and EDA.
2. To retain local jobs and/or increase the number and diversity of jobs that offer stable employment and/or attractive wages and benefits.
3. To enhance and/or diversify the City's economic base.
4. To encourage additional unsubsidized private (re)development.
5. To remove blight and/or encourage (re)development of commercial and industrial areas.

6. To assist in creating environmental sustainability.
7. To provide a diversity of family housing and alternative housing choices.
8. To promote neighborhood stabilization and revitalization by the removal of blight and the upgrading of existing housing stock in residential areas.
9. To accomplish other public policies which may be adopted such as the promotion of quality urban or architectural design, energy conservation, and decreasing capital and/or operating costs of local government, or any of the following:
 - Utilization of architectural and landscaping techniques that will enable the components of the project to blend with the natural environment.
 - Mitigation of project impact on the natural environment.

C. POLICY POSITIONS

1. Business assistance shall be provided in a form that minimizes the risk of public participation.
2. Business assistance requests for up-front project financing through the sale of bonds or other internal sources may require personal guarantees of the developer. These requests shall be addressed on a case by case basis.
3. Business assistance shall not be provided for projects requiring land and/or building purchases at prices in excess of fair market value.
4. Business assistance shall not be provided to developers/projects that cannot adequately demonstrate an ability to complete the proposed project on time and on budget.
5. Assistance will be provided based on \$25,000 per qualified job created as referenced in Section 1.A.2 in the Business Subsidy Policy unless a waiver is provided by the City Council.

D. PROJECT REQUIREMENTS

All projects requesting business assistance must demonstrate the following:

1. That the project is not financially feasible but-for the use of Revolving Loan Fund, Tax Abatement or Tax Increment Financing.
2. That the project will comply with all provisions set forth in Minnesota Statute chapters 116j.993 through 116j.995, as amended (Business Subsidies).

3. That the business assistance request complies with all provisions set forth in Minnesota Statutes 2008 chapters 469.1812 through 469.1815 as amended (Tax Abatement), and chapters 469.174 through 469.1799 as amended (Tax Increment Financing).
4. That the project is consistent with the City's comprehensive plan, land use plan, and zoning ordinances.

E. APPLICATION PROCESS

1. Applicant submits a Business Assistance Application (Exhibit A) to the EDA and/or City.
2. Staff reviews the application and completes the Application Review Worksheet (Exhibit B).
3. Staff uses results of the Worksheet to inform the EDA/City.
4. EDA reviews proposal, provides comments, and makes an advisory recommendation to the City Council on denial or approval of the request within 30 days.
5. If advisory approval is granted, staff prepares all necessary notices, resolutions and certificates.
6. City Council holds public hearing(s) on the proposed project to consider the advisory recommendation(s).
7. The City Council grants final approval or denies the request.

C. PUBLIC PURPOSE OBJECTIVES

It is the policy of the City and EDA of Ramsey that the business assistance should result in a public benefit as identified in items 1-10 below. Please indicate how the proposed project will accomplish this by checking the appropriate boxes. **Attach additional narrative as Part 7.**

- 1. To encourage redevelopment.
- 2. To retain local jobs and/or increase the number and diversity of jobs that offer stable employment and/or attractive wages and benefits.
- 3. To enhance and/or diversify the City's economic base.
- 4. To encourage additional unsubsidized private (re)development.
- 5. To remove blight and/or encourage (re)development of commercial and industrial areas.
- 6. To create housing opportunities.
- 7. To provide a diversity of housing.
- 8. To provide a variety of family housing ownership alternatives and housing choices.
- 9. To promote neighborhood stabilization and revitalization by the removal of blight and the upgrading of existing housing stock in residential areas.
- 10. To accomplish other public policies which may be adopted such as the promotion of quality urban or architectural design, energy conservation, and decreasing capital and/or operating costs of local government.
 - Utilization of architectural and landscaping techniques that will enable the components of the project to blend with the natural environment.
 - Mitigation of project impact on the natural environment.

D. SOURCES & USES OF FUNDS

Attach additional information as Part 8

<u>SOURCES</u>	<u>AMOUNT</u>
Bank Loan	\$ _____
Other Loans	\$ _____
Owner Equity	\$ _____
Fed Grant/Loan	\$ _____
State Grant/Loan	\$ _____
Industrial Development Bonds	\$ _____
Tax Increment Financing	\$ _____
Tax Abatement	\$ _____
Revolving Loan Fund	\$ _____
Other	\$ _____
TOTAL	\$ _____

<u>USES</u>	<u>AMOUNT</u>
Land Acquisition	\$ _____
Site Development	\$ _____
Construction	\$ _____
Machinery & Equipment	\$ _____
Architectural/Engineering Fees	\$ _____
Debt Service Reserve	\$ _____
Contingencies	\$ _____
Other	\$ _____
TOTAL	\$ _____

Total Amount of business assistance requested from either Revolving Loan Fund, Abatement, Tax Increment Financing or another source: \$ _____

E. ADDITIONAL DOCUMENTATION AND CHECKLIST

Applicants will also be required to provide the following documentation. All personal financial information will be kept private and confidential.

- 1. Written business plan or a description of the business, ownership/ management, date established, products and services, and future plans.
- 2. Financial statements for past two years, including profit and loss statements and balance sheets.
- 3. Two year financial projections.
- 4. Personal financial statements of all major shareholders (principals) including the most recent 2 years of tax returns. (If requested.)
- 5. Letter of commitment from other sources of financing, stating terms and conditions of their participation in the project.
- 6. Administrative fee of up to \$5,000. In addition to defraying the cost of staff time, the fee will be used to pay costs associated with processing this request for financial assistance such as legal, engineering and financial analysis. The City reserves the right to stop the processing of the request until additional fees are paid should the original amount be insufficient to pay such costs. That portion which remains unspent, if any, will be returned only if the project is denied approval.
- 7. Attach the following documentation:
 - _____ Part 1 – Corporation/Partnership Description
 - _____ Part 2 – List of Shareholders/Partners
 - _____ Part 3 – Description of Project
 - _____ Part 4 – *But For* Analysis
 - _____ Part 5 – List of Prospective Lessees (If requested)
 - _____ Part 6 – Legal Description, Property Identification Numbers, maps of the project area, and project renderings
 - _____ Part 7 – Public Purpose Narrative
 - _____ Part 8 – Sources & Uses of Funds – Additional Information

The undersigned certifies that all information provided in this application is true and correct to the best of the undersigned’s knowledge. The undersigned authorizes the City and EDA of Ramsey to check credit references, verify financial and other information, and share this information with other political subdivisions as needed. The undersigned also agrees to provide any additional information as may be requested by the City after the filing of this application.

Applicant Name _____ Date _____

By _____

Its _____

EXHIBIT B
BUSINESS ASSISTANCE REVIEW WORKSHEET
FOR COMMERCIAL/INDUSTRIAL PROJECTS
TO BE COMPLETED BY APPLICANT AND CITY STAFF

A. The project meets which of the following objectives as set forth in Section C of the Business Assistance policy:

- 1. To encourage redevelopment.
- 2. To retain local jobs and/or increase the number and diversity of jobs that offer stable employment and/or attractive wages and benefits.
- 3. To enhance and/or diversify the City's economic base.
- 4. To encourage additional unsubsidized private (re)development.
- 5. To remove blight and/or encourage (re)development of commercial and industrial areas.
- 6. To accomplish other public policies which may be adopted such as the promotion of quality urban or architectural design, energy conservation, and decreasing capital and/or operating costs of local government.
 - Utilization of architectural and landscaping techniques that will enable the components of the project to blend with the natural environment.
 - Mitigation of project impact on the natural environment.

B. Ratio of Private to Public Investment in Project:

\$ _____ Private Investment
 \$ _____ Public Investment
 _____ **Ratio Private : Public Financing**

Points:	
5:1	5
4:1	4
3:1	3
2:1	2
Less than 2:1	1

C. Job Creation:

_____ Net *new* jobs (minimum 40 hours per week) or
 _____ fulltime equivalents

Points:	
50+	5
20+	4
10+	3
5+	2
Less than 2	1

D. Wage Level of jobs created:

Average hourly wage _____
 Of *new* jobs _____

Points:	
Over \$21/hour	5
\$18-21/hour	4
\$14-17/hour	3
\$10-13/hour	2
Under \$10/hour	1

E. Ratio Of Business Assistance To New Jobs Created:	Points:
\$ _____ Business assistance requested	\$5,000 or less <u>5</u>
_____ Number of net <i>new</i> jobs created	\$15,000 or less <u>4</u>
\$ _____ of business assist. per net <i>new</i> job created	\$25,000 or less <u>3</u>
	\$50,000 or less <u>2</u>
	Over \$75,000 <u>1</u>

F. Project size:	Points:
The project will result in the construction of _____ square feet	75,000+ <u>5</u>
	50,000+ <u>4</u>
	25,000+ <u>3</u>
	10,000+ <u>2</u>
	5,000 or less <u>1</u>

G. Type of Project:	Points:
_____ 100% Owner Occupied	<u>5</u>
_____ Mix Owner Occupied & Investment	<u>3</u>
_____ Investment Property	<u>1</u>

H. Likelihood that the project will result in unsubsidized, spin-off development:	Points:
_____ High	<u>5</u>
_____ Moderate	<u>3</u>
_____ Low	<u>1</u>

I. _____

Sub-Total Points _____ of a possible 35 points.

Bonus Points	Bonus Points:
The project will be 100% <i>pay-as-you-go</i> financing.	<u>3</u>
The project is a redevelopment project.	<u>3</u>

Total Points: _____

Overall project analysis:	High	35 points
	Moderate	25 points
	Low	15 points
	Not Eligible	5 points

APPENDIX I
Business Subsidy Statute 2008

APPENDIX II
Sample Business Subsidy Agreement

APPENDIX III
Business Subsidy Reporting Form

ECONOMIC DEVELOPMENT AUTHORITY (DRAFT)
CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA

The City of Ramsey Economic Development Authority (EDA) conducted a regular meeting on Thursday, January 11, 2018, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present: Chairperson Jim Steffen
 Member Brian Burandt
 Member Glen Hardin
 Member Jill Johns
 Member Dominic Kanaventi (left the meeting at 8:18 a.m.)
 Member Chris Riley
 Member Wayne Skaff

Members Absent: Member John LeTourneau

Also Present: Patrick Brama, Econ. Dev. Mgr/Assistant City Administrator
 Kurt Ulrich, City Administrator

1. CALL TO ORDER

Chairperson Steffen called the Economic Development Authority meeting to order at 7:32 a.m.

2. APPROVE AGENDA

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

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

3. APPROVE MINUTES

3.01: Approve Meeting Minutes Dated December 14, 2017

Motion by Member Skaff, seconded by Member Hardin, to approve the December 14, 2017, minutes as presented.

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

4. EDA BUSINESS

4.01: Centra Homes Purchase Agreement (Portions of case may be closed to the public)

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

David Patberg, Centra Homes, stated that Centra Homes is a locally owned home developer based out of Coon Rapids. He provided background information on the company, noting that the company began with bank owned properties and has experience in Ramsey. He stated that as the market has changed in the last seven years, they have changed their focus from bank owned properties to land development. He noted that they have built homes all throughout the metro area and build about 120 homes per year. He stated that they like the energy and activity within Ramsey right now and have worked with staff to incorporate their comments into these proposed plans. He recognized that this is City owned land and noted that they are flexible and can adjust their plans to the demands of the City, while still remaining in the limits of the current market.

Member Skaff asked if the product is on slab, whether it would have multiple levels, price range, and when the model would be available.

Mr. Patberg stated that it seems the water table is high and therefore they are planning slab on grade, but will confirm that through engineering. He stated that they plan to start in the mid \$200,000's to middle \$300,00s. He estimated a range of 1,800 to 2,300 square feet for the product size and noted that most units would have three bedrooms and 2.5 bathrooms with some units having an option for a fourth bedroom. He stated that they would like to begin as soon as possible. He believed that if everything moves forward smoothly, they could have a model ready by late summer, early fall as roads would need to be in before homes could be built.

Member Skaff asked for information on access and whether it will be easy for visitors to find available parking.

Mr. Patberg noted that because Bunker Lake Boulevard is a busy road and the fact that there would be a ditch between that roadway and the homes that face Bunker, they will tell buyers that they cannot park on that roadway. He stated that there will be available parking within the site. He advised that each unit would have a two-car garage, with two additional parking spaces within the driveways. He confirmed that this development would be managed by a home owners' association. He stated that they have provided multiple options to gain input on from the City which would have different street access and layout.

Chairperson Steffen asked if the developer has a favorite choice.

Mr. Patberg stated that his preferred choice would be exhibit C. He noted that is the lowest price point because it would require the most street and utility work.

Chairperson Steffen asked for information on the element that runs through the middle.

Mr. Patberg replied that it is a proposed trail.

The members from Centra Homes excused themselves and thanked the EDA for their time.

Chairperson Steffen asked if the group should go into closed session.

Member Riley stated that he does not believe that the EDA would need to go into closed session.

Economic Dev. Mgr./Assistant City Administrator Brama stated that he believes the offer to be realistic and reasonable, however he would also think it reasonable for the City to counteroffer.

Chairperson Steffen agreed that would be fair. He stated that everyone would like to see that parcel developed as it has remained vacant for quite some time.

Member Skaff noted that the additional rooftops will also help the City to accomplish other goals.

Member Riley stated that this is exactly the type of development that is planned for that area. He stated that he prefers exhibit C, as it would have homes facing Ramsey Boulevard as well. He agreed that the price seems within the realm and the City should continue negotiations. He stated that this option would be a gain for the City with the additional rooftops and tax base.

Chairperson Steffen stated that the developer seems flexible and willing to work with the City.

Economic Dev. Mgr./Assistant City Administrator Brama confirmed that the City has experience with this developer that has been positive. He noted that the developer has been great to work with and has been flexible.

Motion by Member Skaff, seconded by Member Kanaventi, to direct staff to continue negotiations and recommend to City Council to approve the purchase agreement with Centra Homes for 4.29 acres of City owned land with a preference for exhibit C because of the increased number of rooftops and tax base that would be generated.

Further discussion: Member Burandt stated that he prefers exhibit C as well, as that provides the highest number of rooftops and increases the tax base.

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

4.02: RCP Presentation: Community Center

It was noted that the students were not present today and therefore no comments were made on this agenda item.

4.03: Inland MOU Infrastructure

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

Chairperson Steffen asked if it is unique that the developer would pay the costs up front with the City to reimburse.

Economic Dev. Mgr./Assistant City Administrator Brama stated that every project is different. He noted that some projects have a real time split, some projects the City pays the costs up front and assesses the cost back to the developer over time, and in this case the developer would pay the costs up front and the City would reimburse their portion. He noted that this proposed case would be the least amount of risk for the City. He noted that this will move forward to the City Council on January 23rd. He advised that a final review would still come back before both the EDA and City Council for consideration of a formal TIF Agreement.

Chairperson Steffen asked if there would be first floor retail or a restaurant.

Economic Dev. Mgr./Assistant City Administrator Brama replied that the developer moved their project further away from Sunwood in order to avoid that element. He noted that the City would retain ownership of the parcel along Sunwood Drive for future commercial or mixed use development.

Motion by Member Hardin, seconded by Member Skaff, to recommend to City Council to approve the public infrastructure MOU with CAP Acquisitions.

Further discussion: Member Riley stated that this appears to simply be related to the short-term financing method as the long-term financing will come from TIF. He stated that it appears this option will let the developer finance upfront, with TIF paying that back in the future. Economic Dev. Mgr./Assistant City Administrator Brama confirmed that is generally correct. Member Riley stated that this seems to be a good use of TIF. Economic Dev. Mgr./Assistant City Administrator Brama stated that in past practice this seems to be a realistic time for payback.

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

Member Riley stated that he does not like the street names. He stated that they have gone away from the naming mechanism in the past within The COR district and therefore recommend that they go away from the mechanism in this case as well.

Economic Dev. Mgr./Assistant City Administrator Brama stated that he will pass on the comments.

4.04: CBRE: Pricing Strategy (Portions of this case may be closed to the public)

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

Member Kanaventi left the meeting.

Recess and Reconvene

Motion by Member Riley, seconded by Member Hardin, to recess the meeting to closed session at 8:18 a.m.

The meeting reconvened to open session at 8:43 a.m.

Economic Dev. Mgr./Assistant City Administrator Brama confirmed the consensus of the Board with the pricing strategy as proposed.

5. MEMBER / STAFF UPDATE

5.01: 2017 Business Retention and Expansion Program Report

Econ. Dev. Mgr./Assistant City Administrator Brama reviewed the staff report, reviewing the business retention and expansion program activity for 2017.

Member Burandt asked if additional background information will be given to the City Council regarding certain comments, using Highway 10 as an example.

Economic Dev. Mgr./Assistant City Administrator Brama confirmed that additional background information is available.

Chairperson Steffen asked the official response regarding additional low-income housing.

Economic Dev. Mgr./Assistant City Administrator Brama stated that there is not an official response. He noted that unofficially, he has observed the City may potentially be reaching their limit on low income housing specifically located on City owned land within The COR. He stated that on privately owned property, the City would not have control as long as the property owner has entitlement to the property and is not requesting City assistance.

Chairperson Steffen asked if there is a list of businesses to visit in 2018.

Economic Dev. Mgr./Assistant City Administrator Brama stated that the list has not yet been generated.

Chairperson Steffen stated that he would like to see the list once generated, noting that he likes to attend the visits with staff.

Member Skaff noted that he would also be interested.

Member Riley stated that he would like to see this information presented to the City Council in a worksession with multiple years of data so that discussion can occur. He asked if the comments regarding low-income housing are coming from the businesses and whether the businesses feel that is hurting their business.

Economic Dev. Mgr./Assistant City Administrator Brama provided inputs that he has received. He noted, he was told by businesses that if there is too high of a concentration of low-income housing in one area, it can deteriorate the perception of the community, and it can deteriorate the perceived value of properties in an area, and Ramsey business owners have invested a lot in their properties, and have a lot of pride in their properties. He noted that he also hears that some

businesses are pleased with the low-income housing because that provides workers for their warehouse jobs.

Chairperson Steffen stated that perhaps the City should determine what the balance should be to determine when that market would be saturated.

City Administrator Ulrich stated that there is a housing plan that encourages different types of housing. He stated that the Metropolitan Council also tracks the availability of affordable housing and noted that some of the housing stock within Ramsey also qualifies within the affordable range. He stated that there have been comments on the number of even market rate apartment buildings. He noted that there has been a lot of discussion within the past year on that topic.

5.02: Member/Staff Input

The EDA reviewed the Staff Update.

Economic Dev. Mgr./Assistant City Administrator Brama provided a brief update.

City Administrator Ulrich provided a brief update on the recent grant funds received by the City of Anoka for Highway 10 improvements. He provided additional updates on the potential Ramsey Boulevard rail crossing and Highway 10 Committee activity.

Member Skaff asked if there are plans for the property east of Village Bank.

Economic Dev. Mgr./Assistant City Administrator Brama provided an update on a land use application received by the City. He also provided a brief update on other development activity within Ramsey.

6. ADJOURNMENT

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

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

The regular meeting of the Economic Development Authority adjourned at 9:06 a.m.

Respectfully submitted,

Kurtis G. Ulrich
City Administrator

ATTEST:

Patrick Brama
Econ. Dev. Mgr/Assistant City Administrator

Draft by Amanda Staple
TimeSaver Off Site Secretarial, Inc.



Senior Market Rate Apartments

City of Ramsey

173 Senior Rental Units

ASSUMPTIONS AND RATES

DistrictType:	Redevelopment
District Name/Number:	1-14 COR
County District #:	V7
First Year Construction or Inflation on Value	2018
Existing District - Specify No. Years Remaining	21
Inflation Rate - Every Year:	0.00%
Interest Rate:	4.50%
Present Value Date:	1-Aug-19
First Period Ending	1-Feb-20
Tax Year District was Certified:	Pay 2011
Cashflow Assumes First Tax Increment For Development	2020
Years of Tax Increment	21
Assumes Last Year of Tax Increment	2040
Fiscal Disparities Election (Outside (A), Inside (B), or NA)	Outside(A)
Incremental or Total Fiscal Disparities	Incremental
Fiscal Disparities Contribution Ratio	37.0320% Pay 2018 Prelim.
Fiscal Disparities Metro-Wide Tax Rate	145.0950% Pay 2018 Prelim.
Maximum/Frozen Local Tax Rate:	110.413% Pay 2011
Current Local Tax Rate: (Use lesser of Current or Max.)	98.698% Pay 2018 Prelim.
State-wide Tax Rate (Comm./Ind. only used for total tax)	45.0000% Pay 2018 Prelim.
Market Value Tax Rate (Used for total taxes)	0.21575% Pay 2018 Prelim.

Tax Rates		
Exempt Class Rate (Exempt)		0.00%
Commercial Industrial Preferred Class Rate (C/I Pref.)		
First \$150,000		1.50%
Over \$150,000		2.00%
Commercial Industrial Class Rate (C/I)		2.00%
Rental Housing Class Rate (Rental)		1.25%
Affordable Rental Housing Class Rate (Aff. Rental)		
First \$100,000		0.75%
Over \$100,000		0.25%
Non-Homestead Residential (Non-H Res. 1 Unit)		
First \$500,000		1.00%
Over \$500,000		1.25%
Homestead Residential Class Rate (Hmstd. Res.)		
First \$500,000		1.00%
Over \$500,000		1.25%
Agricultural Non-Homestead		1.00%

BASE VALUE INFORMATION (Original Tax Capacity)

Map #	PID	Owner	Address	Land Market Value	Building Market Value	Total Market Value	Percentage Of Value Used for District	Original Market Value	Tax Year Original Market Value	Property Tax Class	Current Original Tax Capacity	Class After Conversion	After Conversion Orig. Tax Cap.	Area/ Phase
28-32-25-24-0008		City of Ramsey	unassigned	\$ 1,665,300	0	1,665,300	100.0%	1,665,300	Pay 2019	Exempt	-	Rental	20,816	
				1,665,300	0	1,665,300		1,665,300			0		20,816	

Note:

1. Base values are for pay 2019 based upon information from the County Assessor.



Senior Market Rate Apartments
 City of Ramsey
 173 Senior Rental Units

PROJECT INFORMATION (Project Tax Capacity)													
Area/Phase	New Use	Estimated Market Value Per Sq. Ft./Unit	Taxable Market Value Per Sq. Ft./Unit	Total Sq. Ft./Units	Total Taxable Market Value	Property Tax Class	Project Tax Capacity	Project Tax Capacity/Unit	Percentage Completed 2018	Percentage Completed 2019	Percentage Completed 2020	Percentage Completed 2021	First Year Full Taxes Payable
	Apartments	120,000	120,000	173	20,760,000	Rental	259,500	1,500	35%	100%	100%	100%	2021
TOTAL					20,760,000		259,500						
Subtotal Residential				173	20,760,000		259,500						
Subtotal Commercial/Ind.				0	0		0						

Note:

1. Market values are based upon estimates from County Assessor on 6-21-2017.

TAX CALCULATIONS									
New Use	Total Tax Capacity	Fiscal Disparities Tax Capacity	Local Tax Capacity	Local Property Taxes	Fiscal Disparities Taxes	State-wide Property Taxes	Market Value Taxes	Total Taxes	Taxes Per Sq. Ft./Unit
Apartments	259,500	0	259,500	256,121	0	0	44,790	300,911	1,739.37
TOTAL	259,500	0	259,500	256,121	0	0	44,790	300,911	

Note:

1. Taxes and tax increment will vary significantly from year to year depending upon values, rates, state law, fiscal disparities and other factors which cannot be predicted.

WHAT IS EXCLUDED FROM TIF?	
Total Property Taxes	300,911
less State-wide Taxes	0
less Fiscal Disp. Adj.	0
less Market Value Taxes	(44,790)
less Base Value Taxes	(20,545)
Annual Gross TIF	235,576



**Senior Market Rate Apartments
City of Ramsey
173 Senior Rental Units**

TAX INCREMENT CASH FLOW														
% of OTC	Project Tax Capacity	Original Tax Capacity	Fiscal Disparities Incremental	Captured Tax Capacity	Local Tax Rate	Annual Gross Tax Increment	Semi-Annual Gross Tax Increment	State Auditor 0.36%	Admin. at 10%	Semi-Annual Net Tax Increment	Semi-Annual Present Value	PERIOD ENDING Yrs.	Tax Year	Payment Date
100%	90,825	(20,816)	-	70,009	98.698%	69,097	34,549	(124)	(3,442)	30,982	29,633	0.5	2020	02/01/20
100%	259,500	(20,816)	-	238,684	98.698%	235,576	117,788	(424)	(11,736)	105,628	155,247	1.5	2020	02/01/21
100%	259,500	(20,816)	-	238,684	98.698%	235,576	117,788	(424)	(11,736)	105,628	249,754	2	2021	02/01/22
100%	259,500	(20,816)	-	238,684	98.698%	235,576	117,788	(424)	(11,736)	105,628	342,180	2.5	2022	08/01/22
100%	259,500	(20,816)	-	238,684	98.698%	235,576	117,788	(424)	(11,736)	105,628	432,573	3	2022	02/01/23
100%	259,500	(20,816)	-	238,684	98.698%	235,576	117,788	(424)	(11,736)	105,628	520,977	3.5	2023	08/01/23
100%	259,500	(20,816)	-	238,684	98.698%	235,576	117,788	(424)	(11,736)	105,628	607,435	4	2023	02/01/24
100%	259,500	(20,816)	-	238,684	98.698%	235,576	117,788	(424)	(11,736)	105,628	691,991	4.5	2024	08/01/24
100%	259,500	(20,816)	-	238,684	98.698%	235,576	117,788	(424)	(11,736)	105,628	774,687	5	2024	02/01/25
100%	259,500	(20,816)	-	238,684	98.698%	235,576	117,788	(424)	(11,736)	105,628	855,562	5.5	2025	08/01/25
100%	259,500	(20,816)	-	238,684	98.698%	235,576	117,788	(424)	(11,736)	105,628	934,658	6	2025	02/01/26
100%	259,500	(20,816)	-	238,684	98.698%	235,576	117,788	(424)	(11,736)	105,628	1,012,014	6.5	2026	08/01/26
100%	259,500	(20,816)	-	238,684	98.698%	235,576	117,788	(424)	(11,736)	105,628	1,087,667	7	2026	02/01/27
100%	259,500	(20,816)	-	238,684	98.698%	235,576	117,788	(424)	(11,736)	105,628	1,161,656	7.5	2027	08/01/27
100%	259,500	(20,816)	-	238,684	98.698%	235,576	117,788	(424)	(11,736)	105,628	1,234,016	8	2027	02/01/28
100%	259,500	(20,816)	-	238,684	98.698%	235,576	117,788	(424)	(11,736)	105,628	1,304,784	8.5	2028	08/01/28
100%	259,500	(20,816)	-	238,684	98.698%	235,576	117,788	(424)	(11,736)	105,628	1,373,995	9	2028	02/01/29
100%	259,500	(20,816)	-	238,684	98.698%	235,576	117,788	(424)	(11,736)	105,628	1,441,683	9.5	2029	08/01/29
100%	259,500	(20,816)	-	238,684	98.698%	235,576	117,788	(424)	(11,736)	105,628	1,507,881	10	2029	02/01/30
100%	259,500	(20,816)	-	238,684	98.698%	235,576	117,788	(424)	(11,736)	105,628	1,572,623	10.5	2030	08/01/30
100%	259,500	(20,816)	-	238,684	98.698%	235,576	117,788	(424)	(11,736)	105,628	1,635,940	11	2030	02/01/31
100%	259,500	(20,816)	-	238,684	98.698%	235,576	117,788	(424)	(11,736)	105,628	1,697,864	11.5	2031	08/01/31
100%	259,500	(20,816)	-	238,684	98.698%	235,576	117,788	(424)	(11,736)	105,628	1,758,425	12	2031	02/01/32
100%	259,500	(20,816)	-	238,684	98.698%	235,576	117,788	(424)	(11,736)	105,628	1,817,654	12.5	2032	08/01/32
100%	259,500	(20,816)	-	238,684	98.698%	235,576	117,788	(424)	(11,736)	105,628	1,875,579	13	2032	02/01/33
100%	259,500	(20,816)	-	238,684	98.698%	235,576	117,788	(424)	(11,736)	105,628	1,932,230	13.5	2033	08/01/33
100%	259,500	(20,816)	-	238,684	98.698%	235,576	117,788	(424)	(11,736)	105,628	1,987,634	14	2033	02/01/34
100%	259,500	(20,816)	-	238,684	98.698%	235,576	117,788	(424)	(11,736)	105,628	2,041,819	14.5	2034	08/01/34
100%	259,500	(20,816)	-	238,684	98.698%	235,576	117,788	(424)	(11,736)	105,628	2,094,811	15	2034	02/01/35
100%	259,500	(20,816)	-	238,684	98.698%	235,576	117,788	(424)	(11,736)	105,628	2,146,638	15.5	2035	08/01/35
100%	259,500	(20,816)	-	238,684	98.698%	235,576	117,788	(424)	(11,736)	105,628	2,197,324	16	2035	02/01/36
100%	259,500	(20,816)	-	238,684	98.698%	235,576	117,788	(424)	(11,736)	105,628	2,246,894	16.5	2036	08/01/36
100%	259,500	(20,816)	-	238,684	98.698%	235,576	117,788	(424)	(11,736)	105,628	2,295,374	17	2036	02/01/37
100%	259,500	(20,816)	-	238,684	98.698%	235,576	117,788	(424)	(11,736)	105,628	2,342,787	17.5	2037	08/01/37
100%	259,500	(20,816)	-	238,684	98.698%	235,576	117,788	(424)	(11,736)	105,628	2,389,157	18	2037	02/01/38
100%	259,500	(20,816)	-	238,684	98.698%	235,576	117,788	(424)	(11,736)	105,628	2,434,506	18.5	2038	08/01/38
100%	259,500	(20,816)	-	238,684	98.698%	235,576	117,788	(424)	(11,736)	105,628	2,478,858	19	2038	02/01/39
100%	259,500	(20,816)	-	238,684	98.698%	235,576	117,788	(424)	(11,736)	105,628	2,522,233	19.5	2039	08/01/39
100%	259,500	(20,816)	-	238,684	98.698%	235,576	117,788	(424)	(11,736)	105,628	2,564,654	20	2039	02/01/40
100%	259,500	(20,816)	-	238,684	98.698%	235,576	117,788	(424)	(11,736)	105,628	2,606,142	20.5	2040	08/01/40
							117,788	(424)	(11,736)	105,628	2,646,717	21	2040	02/01/41
Total							4,780,619	(17,210)	(476,341)	4,287,068				
Present Value From 08/01/2019				Present Value Rate	4.50%		2,951,421	(10,625)	(294,080)	2,646,717				

Meeting Date: 01/23/2018

By: Bruce Westby, Engineering/Public Works

Information

Title

Adopt Resolution #18-029 Approving Participation in Metropolitan Council Water Efficiency Potential Project

Purpose/Background:

Purpose:

The purpose of this case is to adopt Resolution #18-029 approving the City of Ramsey's participation in the Metropolitan Council Water Efficiency Potential Project.

Background:

Per the attached email from the Metropolitan Council received November 27, 2017, a Water Efficiency Potential Project has been commissioned to assess the economic potential of whether an aggressive water conservation program could reduce a community's expansion of water supply to meet future residential needs.

Based on current water use data and projected population growth, Ramsey ranks #19 out of all Twin Cities metro cities as a potential candidate community for economic analysis of potential peak water demand reduction. The Metropolitan Council therefore believes the City of Ramsey can potentially benefit from such an analysis, and would like to know if the City is willing to be included in the study.

The study generally seeks to answer three questions regarding residential water use:

1. What overall peak reduction would a community need to achieve to avoid (or delay) installation of a new well?
2. What amount of total water savings could be realized, and how many years of delay for a new well (or wells) can be achieved?
3. What is the total cost to reduce peak demand through residential efficiency, and how does this cost compare with the cost of a new well (or wells)?

The first step in the analysis was an exercise to determine which of the 94 metropolitan communities with groundwater supplies and a large residential sector have the most potential to benefit from this analysis. The Metropolitan Council considered total population growth through 2040, residential water demand, peak summer to winter ratio, and estimated number of new wells through 2040. Based on these factors, Ramsey ranks #19 (just breaking the top 20) of the 94 communities reviewed. See page 6 of the attached memo from CDM Smith, Met Council's consultant on this project, which details the analysis used to identify the communities with the greatest potential for residential water efficiency.

There is no cost to participate in the study, but if a City agrees to participate the City must provide the following specific information for the next part of the analysis:

- Well yield data for each well
- Annual operational costs for treatment and for well operation
- Description, program costs, and number of staff for current water conservation programs
- Unit cost per 1,000 gallons of raw water (before treatment, if any)

This information can be generated by Staff within several hours if Council approves participation in the project.

The Metropolitan Council originally requested a response by December 8, 2017 as to whether the City of Ramsey

was willing to participate. City Staff asked for an extension to allow Staff to present this information to advisory boards and committees before requesting City Council approval on January 23rd, 2018 to participate in the project. The Met Council approved the extension.

On December 18, 2017, Staff provided an update on this project to the Environmental Policy Board (EPB). The EPB provided some generalized feedback on this potential opportunity. There was general consensus supporting the 'survey' portion of the project, but a concern was raised regarding the results of the survey. More specifically, the EPB raised the issue of equitable application of results. They would not want to see the results only applied to Ramsey or the other communities that participated as this could create an unfair burden on water users in Ramsey, such as increased water costs.

On January 16, 2018, the Public Works Committee (PWC) discussed the Metropolitan Council's request to participate in the Metropolitan Council Water Efficiency Potential Project, and discussed the feedback received from the EPB. After some discussion as to whether this project would ultimately be beneficial for the City, the PWC ultimately recommended City Council approval to participate in Metropolitan Council's Water Efficiency Potential Project by a vote of 2 (for) to 1 (against). However, this vote was contingent on confirmation by the Metropolitan Council that the results of the project will not adversely impact the City of Ramsey, including its businesses and residents.

On January 17th Staff received the following response to the concerns discussed by the EPB and the PWC via email from Brian Davis with the Metropolitan Council;

"The Metropolitan Council has no statutory authority regarding water use restrictions or water supply capital improvements for any municipalities. Our work is conducted under the auspices of Minnesota Statute [473.1565](#) (a copy of this statute is attached to the case). We cannot impose any water use restrictions or water supply capital improvements on any municipality. Furthermore, this project is not intended to support any such restrictions.

Many communities have raised the issue of revenue reductions resulting from water conservation. This project assesses the economic potential of whether an aggressive water conservation program could reduce the community's expansion of water supply wells to meet future residential needs. The focus on "economic potential" is a critical point. If the summer peaking factor is reduced, will the existing wells be sufficient to meet the future water demand as population increases? If so, how much money would be saved by not having to install and maintain additional water supply wells? Such savings could translate to lower water rates over the long run, which is a "win" for all parties. Conversely, if the costs of an aggressive water conservation program exceed the financial savings resulting from a reduction in the number of new wells needed, then it would not make financial sense for a community to pursue such a program.

We recognize that communities are not all the same. Instead of a one-size-fits-all approach to water conservation, a more practical approach is to tailor such activities to the characteristics of each community.

Our project will help growing communities make financially sound long-term decisions regarding water supply management. The information gained from this project could be useful for a utility when deciding whether or not to pursue an aggressive water conservation program."

Notification:

Notifications are not required for this case.

Observations/Alternatives:

Observations:

Staff is hopeful that the response provided by Brian Davis with the Met Council will adequately address the concerns raised by EPB and PWC members, and will allow the City Council to approve City participation in the project. Based on the information provided to date, Staff is hopeful that the project may yield results that will allow the City to save costs on future water supply infrastructure.

Alternatives:

Alternative #1 – Motion to adopt Resolution #18-029 approving the City of Ramsey’s participation in the Metropolitan Council Water Efficiency Potential Project.

Alternative #2 – Motion to deny adoption of Resolution #18-029 at this time.

Funding Source:

No costs are associated with this request, other than the time it will take Staff to gather and provide the requested water supply system data.

Recommendation:

Based on the response received from the Metropolitan Council confirming that the study results will not adversely impact the City of Ramsey, and the potential for the study to result in future cost savings for water supply infrastructure, Staff recommends alternative #1. On January 16th, the Public Works Committee recommended City Council approval to participate in the Metropolitan Council Water Efficiency Potential Project by a vote of 2 (for) to 1 (against), contingent on confirmation by the Metropolitan Council that the results of the project will not adversely impact the City of Ramsey, including its businesses and residents. As noted earlier, the consensus of the EPB was to support the ‘survey’ portion of the project after ensuring that the results of the study would not adversely impact the City of Ramsey by creating an unfair burden on City water users.

Action:

Motion recommending City Council approval to participate in a Metropolitan Council Water Efficiency Potential Project.

Attachments

Met Council email

CDM Smith Memo

MSS 473.1565

Resolution

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	01/18/2018 04:32 PM
Form Started By: Bruce Westby		Started On: 01/16/2018 08:28 AM
Final Approval Date: 01/18/2018		

Bruce Westby

From: Davis, Brian <Brian.Davis@metc.state.mn.us>
Sent: Monday, November 27, 2017 12:01 PM
To: Bruce Westby
Subject: Water Efficiency Potential Project Request
Attachments: MC_Efficiency_PrelimScreeningResults_Final.pdf

The Metropolitan Council has commissioned a project to assess the economic potential of whether an aggressive water conservation program could reduce the community's expansion of water supply to meet future residential needs. Your community has been identified as having the potential to benefit from this analysis. We are now asking if you are willing to include your community in this study.

Essentially, the study seeks to answer these questions:

1. What overall peak reduction would a community need to achieve to avoid (or delay) installation of a new well?
2. What amount of total water savings could be realized, and how many years of delay for a new well (or wells) can be achieved?
3. What is the total cost to reduce peak demand through residential efficiency, and how does this cost compare with the cost of a new well (or wells)?

This analysis focuses on residential water use. The first step in our analysis was an exercise to determine which of the 94 metropolitan communities with groundwater supplies and a large residential sector have the most potential to benefit from this analysis. We considered total population growth through 2040, residential water demand, peak summer to winter ratio, and estimated number of new wells through 2040. Your community ranks within the top 20 of the 94 communities that we reviewed. Attached is a memo that details the analysis used to screen for the communities with the greatest potential for residential water efficiency. You can review this memo to determine how your community was selected for this study.

There is no cost to your community to participate. However, if you do agree to participate, then we will request the following information specific to your community for the next part of our analysis:

- Well yield data for each well
- Annual operational costs for treatment and for well operation
- Description, program costs, and number of staff for current water conservation programs
- Unit cost per 1,000 gallons of raw water (before treatment, if any)

Please let me know by Friday, December 8th if you are willing to participate.



Brian M. Davis, Ph.D., P.G., P.E.

Senior Engineer | Water Supply Planning

brian.davis@metc.state.mn.us

P. 651.602.1519

390 North Robert Street | St. Paul, MN | 55101 | metro council.org



Memorandum

To: Brian Davis, Metropolitan Council

From: Bill Davis, Jodi Polzin, CDM Smith

Date: November 10, 2017

Subject: Water Efficiency Project - Preliminary Community Screening

This memo outlines the data processing steps used to screen municipal water systems ("communities") to identify potential candidate communities for economic analysis of potential peak demand reduction.

The objective of the community screening process is to identify municipal water systems with the following characteristics:

- A high percentage of residential water use
- A high residential gallon per capita per day (gpcd) rate of use
- A high summer peak month to winter average water use ratio
- A high projected population growth from 2017 to 2040
- A high number of estimated new wells needed by 2040

This memorandum describes the data and process to screen communities for these five characteristics.

Data Sources

Four data files were provided by Metropolitan Council for use in this screening process:

1. **MPARS_Inventory_20170607.xlsx** – This file contains 584 records in which each record represents an annual report for a water system. The data fields include:
 - Permit Number
 - Landowner Name
 - County
 - Year
 - Population Served

- Maximum Day Volume
 - Maximum Day Date
 - Reported Water Use (total volume)
 - Total Gallons Delivered
 - Residential Gallons Delivered
 - Residential Connections:
 - *Residential Metered Connections*
 - *Resource Type (groundwater, lake, stream/river)*
 - *Use Type (municipal/public water supply, private water supply, commercial/institutional water supply)*
2. MPARS_**Monthly**_20170607.xlsx – This file contains 130,690 records in which each record represents an annual report for a water withdrawal point. The data fields include:
- Permit Number
 - Year
 - January Gallons through December Gallons
 - Installation Total (annual total in million gallons)
 - Major Use Category (industrial, irrigation power generation, water supply)
 - Resource Type (groundwater, lake, stream/river)
 - County
 - Latitude & Longitude of withdrawal point
3. Thrive-MSP-2040-Forecasts-(January-2017).xlsx - This file contains **population**, housing and employment projections for municipalities and counties within the Metropolitan Region. The data are for the years 2010, 2020, 2030 and 2040.
4. MDH **Well** database – This database consists of multiple Excel files downloaded from the MDH database. The two files, and the related data, used for this analysis are:
- PWS.xls – contains Name of Community and PWS ID number
 - FACILITY.xls – contains the PWS ID number, Facility Code (WL for well), Availability Code (PRIM for primary, EMER for emergency) for each well.

From this data, the PWS number can be identified in the PWS file for each community of interest and used to identify wells listed in the Facility file for the communities of interest. Well data from the Facility file is selected for primary wells only, excluding emergency wells, and a count of the number of wells per community is determined.

Screening Criteria

The screening process began with data from the **Inventory** file. CDM Smith added four new fields to the database:

- Municipal System (yes or blank)
- Groundwater (yes or blank)
- Percent Residential by Volume (residential delivered/total delivered)
- Residential GPCD (residential delivered/population served)

Only records for systems that are municipal systems were selected for further screening. The screening also excluded systems that relied on purchased water. Note that the City of Medina has three permit numbers and White Bear Township has two permit numbers. The data, by permit number, were merged for each of these communities. Each municipal system has from 1 to 4 records for the years 2013 to 2016. The values for population served, total delivery volume, and residential delivery volume were averaged across all available years for each municipal system. The percent residential volume and the residential GPCD were calculated from the averages for each system. There are 100 municipal systems that meet the criteria of municipal systems on groundwater. Those that provide wholesale water to other systems were excluded leaving 94 systems as potential communities. (A list of known interconnections among systems is included at the end of this memo.)

The data for these 94 systems were sorted by percent residential and residential GPCD to identify communities that best meet the first two selection criteria. The percent residential by volume ranges from 99 percent to 23 percent. The residential GPCD ranges from 124 to 27 GPCD.

The second step was to analyze the Monthly water use data. A table was created from the Inventory data that included the permit number and name of the 94 selected systems. This table was used as a lookup table to pull out the monthly water use records for these systems.

In the prior analysis using this database with respect to water billing rates, only the data since the year 2000 was used. This same assumption was applied to the current analysis, which reduced the number of records representing water withdrawals by withdrawal point (well) for the 94 systems. The monthly water withdrawal volumes by withdrawal point (well) were summed for each system for each year. This resulted in 17 annual records for most of the systems. For the two systems with less than 17 years of data, both had at least eight years (2009-2016) of data available.

The water withdrawals by month were averaged by month across all available years for each system. From these monthly averages, the following data were calculated:

- The maximum month volume
- The winter average volume (average of October – April)
- The ratio of maximum month volume to the winter average volume

Note that these calculations of the peak month ratio are based on a longer time period (2000-2016) than the time period (2013-2016) used in the computation of the percent residential volume and residential GPCD. A comparison calculation of the peak month ratios was conducted using only the 2013-2016 period and found that in general the ratios were lower. Further investigation revealed that many of the system peak month volumes occurred during a period from about 2003 to 2008. Therefore, the peak month ratios from the 17-year data were used in the analysis.

The peak month to winter ratio of each system was matched to the summary data from the **Inventory** file by permit number. This information allows the 94 communities to be sorted by the peak month to winter ratio with respect to the third selection criteria.

One system (the City of Lexington in Anoka County with an average population served of 2,062) has a peak ratio of 68. Review of the **monthly** withdrawal data for this system indicates that Lexington purchases water from Blaine and only uses its well to supplement water for higher summer demand. Thus, the winter average used to calculate the ratio was extremely low. With the exception of this one system, the peak ratios of the systems range from 4.1 to 1.3.

The third step in the process was to identify the future population growth percentage for the 94 systems. The **population** data is by municipality rather than by water system. The data are organized by county and then municipality. Some municipalities are partially listed in two counties. For these municipalities, the two populations were combined to represent the entire municipality.

The municipality names in the population data were matched with the municipal water system names from the MPARS data. The population values for 2010 and 2040 were used to calculate the population growth for each of the communities. The growth ranged from 59,032 (St. Paul Regional Services) to -126 (City of Lakeland).

The fourth step in the process was to approximate the number of new wells each community would need by 2040. The MDH **well** data was used to derive the current number of active wells (excluding emergency wells). The population served by each community was divided by the number of wells to estimate the ratio of population served per well. The change in population from 2010 to 2040 was divided by this ratio to estimate the number of future new wells needed for each community. This assumes that the ratio of population per well remains the same, and that all new water supply will be provided from new wells. The resulting estimate of new wells needed was rounded to the nearest integer. Almost a third (30) of the communities do not appear to need new wells in the future. Two communities (Lake Elmo and Dayton) may need as many as 9 new wells by 2040 given their current ratio of population per well and projected population growth.

Ranking, Scoring, and Recommendation

Two further steps were used to rank and score the communities with respect to the five criteria. The list of communities was sorted for each of the criteria: percent residential use, residential GPCD, peak ratio, total population growth, and number of new wells. Each time the list was ranked, a rank order was assigned to the communities, ranging from 1 to 94. Each time the list was sorted the values of the top 20 communities of that criteria was highlighted.

Note that for most criteria, the communities were ranked in order from 1 to 94. However, for the number of new wells criterion, which was an integer from 0 to 9, there were multiple “ties” for each level. For example, the two communities with 9 new wells were both ranked “1”, then the three communities with 8 new wells were all ranked “3”, the communities with 7 new wells were all ranked “6”, etc.

The overall ranking value (score) of each community was calculated as a sum of the five ranking numbers. Thus, the score values have a potential range from 5 (5 x 1) to 470 (5 x 94). A low score corresponds to a higher preference for assessment of water efficiency potential. The actual scores of the communities ranged from 67 up to 399. As currently calculated, each criterion carries the same weight in determining the overall score. Thought was given to the possibility of weighting the individual criteria in the calculation of the score. However, it was decided that any weighting scheme would impose some level of subjectivity into the selection process. Interestingly, a few tests of alternate weighting schemes resulted in only relatively minor changes in the final ranking. Depending upon which criterion had the most weight, one or two communities would be shifted in or out of the top 20 communities. The final (non-weighted) listing of communities by overall score is shown in Table 1.

Based on this analysis, the top 20 communities in Table 1 are recommended as candidates for analysis of potential benefits of implementation of a water efficiency program as compared to expansion of water supply to meet future growth needs. It is anticipated that up to 5 communities will be decline the opportunity to participate in the next phase of this study. Therefore, the final analysis will be conducted on 15 of the potential 20 communities.

Table 1. Summary of Community Rankings by Criteria and Overall Ranking by Score

RANK	MPARS Name	Avg. Pop. Served	Avg. %RES by Vol	Weight	1	1	Growth Rate	Change 2010-2040	1	Peak Ratio	1	# New Wells	1	Weighted Score
				Rank %RES	Avg. RES GPCD	Rank RES-GPCD			Rank Pop Change		Rank by Peak		Rank by # New Wells	
1	Andover	19,572	88%	14	107.6	3	37%	11,302	24	4.11	1	3	25	67
2	Minnetrista	3,318	84%	23	99.2	5	88%	5,616	41	3.75	2	8	3	74
3	Prior Lake	24,438	93%	4	76.8	20	69%	15,394	11	2.71	22	4	17	74
4	Woodbury	66,451	82%	30	83.6	10	42%	25,839	5	3.07	13	4	17	75
5	Rosemount	23,143	80%	32	78.6	14	74%	16,126	9	3.06	14	6	11	80
6	Carver	4,219	90%	11	68.1	38	316%	11,776	20	3.01	16	8	3	88
7	Victoria	8,009	89%	12	77.3	19	110%	8,055	33	3.38	5	3	25	94
8	Eden Prairie	62,628	74%	45	80.5	12	36%	21,603	7	2.79	21	5	12	97
9	Hugo	11,380	79%	34	63.5	51	118%	15,668	10	3.24	6	7	6	107
10	Lake Elmo	3,465	77%	41	72.2	29	126%	10,139	30	3.2	8	9	1	109
11	Chanhassen	24,639	77%	40	78.4	15	62%	14,148	14	2.67	28	5	12	109
12	Maple Grove	68,279	72%	54	79.6	13	46%	28,133	3	2.69	25	4	17	112
13	Cottage Grove	34,056	83%	25	72.8	27	36%	12,411	19	2.7	24	4	17	112
14	Farmington	22,421	91%	7	69	35	54%	11,414	23	2.58	31	4	17	113
15	Rogers	9,330	65%	76	90.9	6	104%	11,603	22	3.48	4	7	6	114
16	Lakeville	59,027	85%	21	56.2	69	49%	27,546	4	2.95	19	7	6	119
17	Lino Lakes	15,517	82%	28	68.1	37	54%	10,884	26	3.13	11	4	17	119
18	Brooklyn Park	78,312	77%	37	76.1	21	29%	22,119	6	2.37	42	3	25	131
19	Ramsey	12,682	60%	85	78.2	16	47%	11,032	25	3.71	3	7	6	135
20	Apple Valley	50,450	71%	56	72.2	28	30%	14,516	12	2.66	29	5	12	137
21	Empire Twp.	2,284	87%	16	73	25	98%	2,386	56	3.23	7	2	38	142
22	St Francis	5,161	86%	19	75.5	24	75%	5,382	42	2.54	35	3	25	145
23	Plymouth	73,748	75%	43	75.8	23	18%	13,024	16	2.38	41	3	25	148
24	Shakopee	39,392	60%	84	67.8	41	44%	16,154	8	3.05	15	8	3	151
25	Blaine	62,266	67%	69	68.1	39	53%	30,114	2	2.67	27	3	25	162
26	Dayton	1,274	90%	10	64.7	48	125%	5,783	39	1.95	65	9	1	163
27	Savage	28,867	71%	55	57.8	67	53%	14,189	13	3.08	12	3	25	172
28	Shorewood	3,788	89%	13	89.4	8	4%	293	80	3.16	10	-	64	175
29	Eagan	66,398	68%	66	78	17	13%	8,094	32	2.49	36	3	25	176
30	Vadnais Hts.	12,013	93%	5	90.3	7	15%	1,798	59	2.34	43	-	64	178
31	Champlin	23,207	88%	15	82.3	11	4%	911	69	2.81	20	-	64	179
32	Coon Rapids	62,476	99%	2	43.4	88	17%	10,624	27	2.67	26	2	38	181
33	Minnetonka	51,095	67%	67	75.9	22	24%	11,766	21	2.13	56	4	17	183
34	Waconia	11,421	74%	46	61.9	56	124%	13,303	15	1.98	62	5	12	191
35	Stillwater	18,663	75%	44	77.6	18	25%	4,573	45	2.23	53	2	38	198
36	Hastings	22,509	78%	36	70	33	30%	6,628	35	2.27	51	1	48	203
37	Edina	47,941	67%	70	87	9	13%	6,459	36	2.31	45	1	48	208
38	Mntka. Beach	566	79%	33	120.6	2	-5%	-29	92	3	17	-	64	208
39	Elko New Market	4,408	74%	49	46	86	190%	7,790	34	2.54	34	5	12	215
40	Medina	3,869	51%	90	55.2	71	72%	3,508	48	3.18	9	7	6	224
41	Marine St. Croix	105	99%	1	71	32	36%	251	83	1.84	71	2	38	225
42	Inver Grove Hts.	35,125	74%	47	50.1	82	38%	12,820	18	2.11	57	3	25	229
43	Forest Lake	10,513	66%	71	68.8	36	57%	10,523	28	1.78	75	3	25	235
44	Cologne	1,519	78%	35	58.1	66	157%	2,391	55	2.18	54	3	25	235
45	Fridley	27,675	74%	48	45.5	87	19%	5,292	44	3	18	2	38	235
46	Oakdale	27,976	77%	39	65.7	46	10%	2,799	51	2.24	52	1	48	236
47	Mayer	1,840	94%	3	59.1	61	69%	1,201	63	1.99	61	1	48	236
48	Tonka Bay	1,475	86%	18	72.9	26	6%	85	87	2.27	48	-	64	243
49	Mahtomedi	7,600	85%	20	72.1	30	0%	24	89	2.38	40	-	64	243
50	Randolph	322	71%	57	124.3	1	-4%	-16	91	2.61	30	-	64	243
51	Wayzata	3,907	64%	78	107.1	4	26%	962	68	2.31	46	1	48	244
52	Chaska	24,100	46%	91	53.9	74	54%	12,830	17	2.39	39	3	25	246
53	Centerville	3,845	91%	8	59.1	62	7%	268	82	2.57	32	-	64	248

54	Brooklyn Center	30,104	73%	52	64.3	50	18%	5,296	43	1.93	66	2	38	249
55	Bloomington	86,342	61%	81	69.6	34	13%	10,407	29	2.07	59	1	48	251
56	Norwood YA.	3,637	83%	26	51.2	79	159%	5,651	40	1.52	86	3	25	256
57	Circle Pines	4,974	87%	17	63.3	52	8%	382	76	2.3	47	-	64	256
58	Orono	2,970	65%	75	61.1	57	28%	2,063	57	2.56	33	2	38	260
59	Burnsville	61,027	55%	88	63.3	53	14%	8,194	31	2.18	55	2	38	265
60	Spring Lake Pk.	6,453	70%	61	67.8	40	15%	988	67	2.27	49	1	48	265
61	Anoka	17,673	62%	80	65.9	44	24%	4,058	47	2.27	50	1	48	269
62	Shoreview	27,550	73%	50	63	54	2%	557	72	2.48	37	-	64	277
63	Watertown	4,239	81%	31	54.4	72	71%	2,995	49	1.59	81	1	48	281
64	Robbinsdale	14,018	90%	9	60.4	59	10%	1,347	61	1.49	89	-	64	282
65	White Bear Lake	24,163	75%	42	63	55	8%	2,003	58	1.95	64	-	64	283
66	Mounds View	12,155	77%	38	66	43	2%	245	84	1.98	63	-	64	292
67	Greenfield	259	23%	94	26.5	94	40%	1,103	65	2.71	23	4	17	293
68	Lakeland	2,804	84%	24	55.3	70	-7%	-126	94	2.33	44	-	64	296
69	Jordan	6,238	71%	58	46.3	84	81%	4,430	46	1.81	73	2	38	299
70	White Bear Twp.	13,685	70%	60	58.8	63	5%	551	74	2.41	38	-	64	299
71	St Louis Park	47,386	64%	79	60.5	58	13%	6,050	37	1.6	80	1	48	302
72	St Anthony	8,226	73%	51	65.7	45	7%	574	71	1.83	72	-	64	303
73	St Bonifacius	2,324	82%	29	64.5	49	-5%	-113	93	1.89	68	-	64	303
74	Belle Plaine	6,707	65%	74	51.2	80	89%	5,939	38	1.75	76	2	38	306
75	Hopkins	18,345	70%	63	65.4	47	14%	2,509	54	1.57	82	-	64	310
76	Vermillion	923	92%	6	33.1	92	0%	1	90	2.07	58	-	64	310
77	St Paul Park	5,338	68%	65	54.2	73	50%	2,627	53	1.81	74	1	48	313
78	St Paul RWS	435,000	42%	93	32.8	93	21%	59,032	1	1.51	87	1	48	322
79	Mound	9,255	84%	22	51.9	76	4%	348	78	1.54	85	-	64	325
80	Lexington	2,062	83%	27	60.1	60	19%	381	77	68.36	99	-	64	327
81	Oak Park Hts.	4,707	54%	89	58.6	64	28%	1,255	62	1.88	69	1	48	332
82	Excelsior	2,210	67%	68	71.8	31	11%	232	85	1.54	84	-	64	332
83	New Brighton	22,093	56%	87	67.7	42	12%	2,644	52	1.31	93	-	64	338
84	North St Paul	13,266	73%	53	51.3	78	5%	540	75	1.88	70	-	64	340
85	Richfield	36,098	69%	64	51.5	77	2%	672	70	1.73	78	-	64	353
86	Loretto	650	71%	59	53.1	75	8%	50	88	1.9	67	-	64	353
87	Bayport	3,686	65%	77	43	89	34%	1,169	64	1.75	77	1	48	355
88	New Prague	7,410	66%	72	50.5	81	68%	2,920	50	2	60	-	94	357
89	Spring Park	1,762	66%	73	58.3	65	17%	281	81	1.57	83	-	64	366
90	Newport	3,435	61%	82	46.1	85	30%	1,015	66	1.46	90	1	48	371
91	New Germany	393	70%	62	41.1	90	88%	328	79	1.35	92	1	48	371
92	Long Lake	1,760	59%	86	56.9	68	13%	222	86	1.65	79	-	64	383
93	South St Paul	20,280	42%	92	49.3	83	8%	1,640	60	1.39	91	-	64	390
94	Maple Plain	1,984	61%	83	34.9	91	31%	552	73	1.5	88	-	64	399

XXX denotes communities with combination of groundwater and surface water supplies.

YYY denotes communities within top 20 of identified criterion

ZZZ denotes potential error in data

Table 2 – Communities that Purchase Water

Community	Purchases from
Arden Hills	St. Paul
Birchwood Village	White Bear Lake
Columbia Heights	Minneapolis
Crystal	Minneapolis
Deephaven	Minnetonka and Shorewood
Falcon Heights	St. Paul
Fort Snelling	Minneapolis
Golden Valley	Minneapolis
Greenwood	Excelsior
Hilltop	Minneapolis
Lake St. Croix Beach	Lakeland
Lakeland Shores	Lakeland
Landfall	Oakdale
Lauderdale	St. Paul
Lilydale	St. Paul
Little Canada	St. Paul
Maplewood	North St. Paul and St. Paul
Mendota	St. Paul
Mendota Heights	St. Paul
New Hope	Minneapolis
North Oaks	White Bear Township
Osseo	Maple Grove
Roseville	St. Paul
Sunfish Lake	St. Paul
West St. Paul	St. Paul
Willernie	Mahtomedi
Woodland	Minnetonka

473.1565 METROPOLITAN AREA WATER SUPPLY PLANNING ACTIVITIES; ADVISORY COMMITTEES.

Subdivision 1. **Planning activities.** (a) The Metropolitan Council must carry out planning activities addressing the water supply needs of the metropolitan area as defined in section 473.121, subdivision 2. The planning activities must include, at a minimum:

(1) development and maintenance of a base of technical information needed for sound water supply decisions including surface and groundwater availability analyses, water demand projections, water withdrawal and use impact analyses, modeling, and similar studies;

(2) development and periodic update of a metropolitan area master water supply plan, prepared in cooperation with and subject to the approval of the policy advisory committee established in this section, that:

(i) provides guidance for local water supply systems and future regional investments;

(ii) emphasizes conservation, interjurisdictional cooperation, and long-term sustainability; and

(iii) addresses the reliability, security, and cost-effectiveness of the metropolitan area water supply system and its local and subregional components;

(3) recommendations for clarifying the appropriate roles and responsibilities of local, regional, and state government in metropolitan area water supply;

(4) recommendations for streamlining and consolidating metropolitan area water supply decision-making and approval processes; and

(5) recommendations for the ongoing and long-term funding of metropolitan area water supply planning activities and capital investments.

(b) The council must carry out the planning activities in this subdivision in consultation with the Metropolitan Area Water Supply Policy and Technical Advisory Committees established in this section.

Subd. 2. **Policy advisory committee.** (a) A Metropolitan Area Water Supply Policy Advisory Committee is established to assist the council in its planning activities in subdivision 1. The policy advisory committee has the following membership:

(1) the commissioner of agriculture or the commissioner's designee;

(2) the commissioner of health or the commissioner's designee;

(3) the commissioner of natural resources or the commissioner's designee;

(4) the commissioner of the Pollution Control Agency or the commissioner's designee;

(5) two officials of counties that are located in the metropolitan area, appointed by the governor, in consultation with the Association of Minnesota Counties;

(6) five officials of noncounty local governmental units that are located in the metropolitan area, appointed by the governor, in consultation with the Association of Metropolitan Municipalities;

(7) the chair of the Metropolitan Council or the chair's designee, who is chair of the advisory committee;

(8) one official each from the counties of Chisago, Isanti, Sherburne, and Wright, appointed by the governor, in consultation with the Association of Minnesota Counties and the League of Minnesota Cities; and

(9) a representative of the Saint Paul Regional Water Services, appointed by and serving at the pleasure of the Saint Paul Regional Water Services, and a representative of the Minneapolis Water Department, appointed by and serving at the pleasure of the mayor of the city of Minneapolis.

A local government unit in each of the seven counties in the metropolitan area and Chisago, Isanti, Sherburne, and Wright Counties must be represented in the 11 appointments made under clauses (5), (6), and (8).

(b) Members of the advisory committee appointed by the governor serve at the pleasure of the governor. Members of the advisory committee serve without compensation but may be reimbursed for their reasonable expenses as determined by the Metropolitan Council.

(c) The council must consider the work and recommendations of the policy advisory committee when the council is preparing its regional development framework.

Subd. 2a. **Technical advisory committee.** A Metropolitan Area Water Supply Technical Advisory Committee is established to inform the policy advisory committee's work by providing scientific and engineering expertise necessary to provide the region an adequate and sustainable water supply. The technical advisory committee consists of 15 members appointed by the policy advisory committee, with the majority of members representing single-city and multicity public water supply systems in the metropolitan area and including experts in:

- (1) water resources analysis and modeling;
- (2) hydrology; and
- (3) the engineering, planning, design, and construction of water systems or water systems finance.

Members of the technical advisory committee serve at the pleasure of the policy advisory committee, without compensation, but may be reimbursed for their reasonable expenses as determined by the council.

Subd. 3. **Reports to legislature.** (a) The council must submit reports to the legislature regarding its findings, recommendations, and continuing planning activities under subdivision 1. These reports shall be included in the "Minnesota Water Plan" required in section 103B.151, and five-year interim reports may be provided as necessary.

(b) By February 15, 2017, and at least every five years thereafter, the policy advisory committee shall report to the council, the Legislative Water Commission, and the chairs and ranking minority members of the house of representatives and senate committees and divisions with jurisdiction over environment and natural resources with the information required under this section. The policy advisory committee's report and recommendations must include information provided by the technical advisory committee.

History: *1Sp2005 c 1 art 2 s 147; 2007 c 131 art 1 s 79; 2008 c 258 s 4; 2008 c 363 art 5 s 27; 2010 c 361 art 2 s 1; 2013 c 19 s 1; 1Sp2015 c 4 art 4 s 130*

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

RESOLUTION #18-029

RESOLUTION APPROVING PARTICIPATION IN METROPOLITAN COUNCIL WATER EFFICIENCY POTENTIAL PROJECT

WHEREAS, the Metropolitan Council has commissioned a project to assess the economic potential of whether an aggressive water conservation program could reduce the community's expansion of water supply to meet future residential needs; and

WHEREAS, the City of Ramsey has been identified as having the potential to benefit from this analysis; and

WHEREAS, the City of Ramsey desires to participate in the Metropolitan Council Water Efficiency Potential Project, and

WHEREAS, the City of Ramsey is not required to participate in project costs.

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

1) That the Ramsey City Council hereby approves City of Ramsey participation in the Metropolitan Council Water Efficiency Potential Project.

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

and the following voted against the same:

and the following abstained:

and the following were absent:

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 23rd day of January, 2018.

Mayor

ATTEST:

City Clerk