

City of Ramsey
Agenda
Revised
Regular City Council
Tuesday, July 24, 2018
7:00 pm
Council Chambers, 7550 Sunwood Drive NW

1. **Call to Order**
2. **Presentation**
3. **Citizen Input**
4. **Consent Agenda**
 1. Receive June 2018 Financial Reports - General Fund and Enterprise Funds
 2. Note the Following Boards and Commissions Meeting Minutes:
 - Park and Recreation Commission Meeting Minutes Dated April 12, 2018
 - Planning Commission Meeting Minutes Dated June 7, 2018
 - Economic Development Meeting Minutes Dated June 14, 2018
 - Environmental Policy Board Meeting Minutes Dated June 18, 2018
 3. Approve the Following Meeting Minutes:
 1. City Council Work Session dated 7/10/2018
 2. City Council Regular dated 7/10/2018
 4. Approve Licenses
 5. Adopt Resolution #18-146 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of July 3, 2018 through July 19, 2018
 6. Adopt Resolution #18-152 Appointing Assistant Finance Director Angela McIntire as Alternate Director to the Local Government Information Systems (LOGIS) Board
 7. Adopt Resolution #18-147 Authorizing Partial Payment to North Valley, Inc for Improvement Project 18-00 Stanhope Terrace Street Reconstruction
 8. Adopt Resolution 18-148 Authorizing Partial Payment to North Valley, Inc. for Improvement Project 17-02, Rivers Bend Street Reconstruction.
 9. Adopt Resolution #18-149 Authorizing Partial Payment to Douglas-Kerr Underground, LLC for Improvement Project 16-20, Riverdale Drive Extension Improvements.

10. Adopt Resolution #18-150 Authorizing Partial Payment to Douglas-Kerr Underground, LLC for Improvement Project 17-10 Puma Street Utility Improvements.
11. Adopt Resolution #18-151 Authorizing Partial Payment to MN Boardwalk, LLC for IP 18-08 Trott Brook Boardwalk
12. Adopt Resolution #18-154 Accepting Additional Drainage and Utility Easements in Cole Addition (Project No. 17-132); Case of North Fish Realty
13. Adopt Resolution #18-155 Authorizing Partial Payment to North Valley, Inc. for 2018 Street Overlay Improvements, Improvement Project #18-03.
14. Adopt Resolution #18-144 Hiring Seasonal Public Works Maintenance Workers
15. Adopt Resolution #18-145 Filling the Vacant Public Works Streets Maintenance Worker Position
16. Adopt Resolution #18-153 Filling the Vacant Economic Development Manager Position
5. **Approve Agenda**
6. **Public Hearing**
7. **Council Business**
 1. Approve Purchase Agreement for 6710 Highway 10 NW; Case of PDKP Properties, LLC
 2. ~~Consider Actions Related to Request to Authorize Motor Vehicle Sales at 14300 Sunfish Lake Blvd NW (Project No. 122); Case of John Buzick:~~
 - ~~Introduce or Deny Ordinance #18-14 Approving Amendment to the E-1 Employment District to Allow Motor Vehicle Sales~~
 - ~~Adopt Resolution to Approve or Deny a Conditional Use Permit to Allow Motor Vehicle Sales on the Subject Property~~

This case was withdrawn by the Applicant and removed from Agenda.
 3. Adopt Resolution #18-158 Approving Restaurant Subsidy Program
8. **Mayor/Council/Staff Input**
9. **Adjournment**

CC Regular Session

4. 1.

Meeting Date: 07/24/2018

By: Diana Lund, Finance

Information

Title

Receive June 2018 Financial Reports - General Fund and Enterprise Funds

Purpose/Background:

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

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

Action:

No action required. Informational Only.

Attachments

June 2018 General Fund Financial Report - Budget to Actual

June 2018 Enterprise Funds Financial Reports - Budget to Actual

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kathy Schmitz	07/17/2018 10:38 AM
Tim Gladhill	Tim Gladhill	07/18/2018 03:19 PM
Form Started By: Diana Lund		Started On: 07/16/2018 12:50 PM
Final Approval Date: 07/18/2018		

**CITY OF RAMSEY
FINANCIAL STATEMENT**



JANUARY 1, 2018 THROUGH PERIOD ENDING: June 30, 2018

**GENERAL FUND EXPENDITURES
- BY DEPARTMENT -**

Dept	-CURRENT YEAR ADOPTED BUDGET-	CURRENT YTD GENERAL LEDGER
Admin	2,077,782.00	898,940.73
Com Dev	928,529.00	481,521.96
Contingency	176,455.00	61,853.00
Council	151,651.00	76,092.24
Finance	492,154.00	378,455.07
Fire	1,005,890.00	551,449.19
Legal	128,400.00	43,895.24
Police	3,517,438.00	1,586,836.95
Public Works	3,644,985.00	1,322,067.27
Grand Total	12,123,284.00	5,401,111.65

**GENERAL FUND EXPENDITURES
- BY CATEGORY -**

Category	-CURRENT YEAR ADOPTED BUDGET-	-CURRENT YTD GENERAL LEDGER-
Capital Outlay	710,510.00	294,342.76
Debt Service	119,455.00	61,853.00
Other Services & Charges	2,716,162.00	996,179.68
Personal Services	7,728,382.00	3,663,281.62
Supplies	848,775.00	385,454.59
Grand Total	12,123,284.00	5,401,111.65

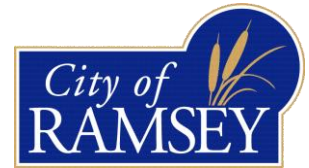
**GENERAL FUND REVENUES
- BY CATEGORY -**

Category	-CURRENT YEAR ADOPTED BUDGET-	-CURRENT YTD GENERAL LEDGER-
Taxes	9,400,242.00	49,425.67
Charges for Services	710,244.00	264,309.82
Business Licenses/Permits	33,750.00	54,258.37
Fines and Forfeits	68,700.00	21,221.02
Federal Intergovernmental	8,000.00	-
State Intergovernmental	351,750.00	73,809.00
Interest	70,000.00	-
Miscellaneous	31,000.00	8,119.98
Non-Business Licenses/Permits	479,000.00	310,072.60
Transfers in	970,598.00	237,500.00
Grand Total	12,123,284.00	1,018,716.46

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

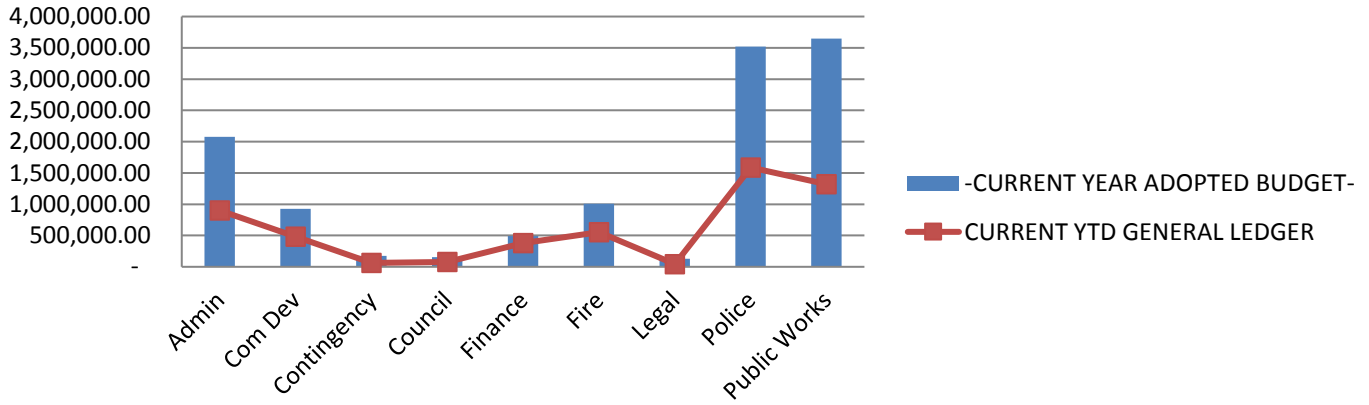
PREPARED BY: FINANCE DEPARTMENT

CITY OF RAMSEY FINANCIAL STATEMENT

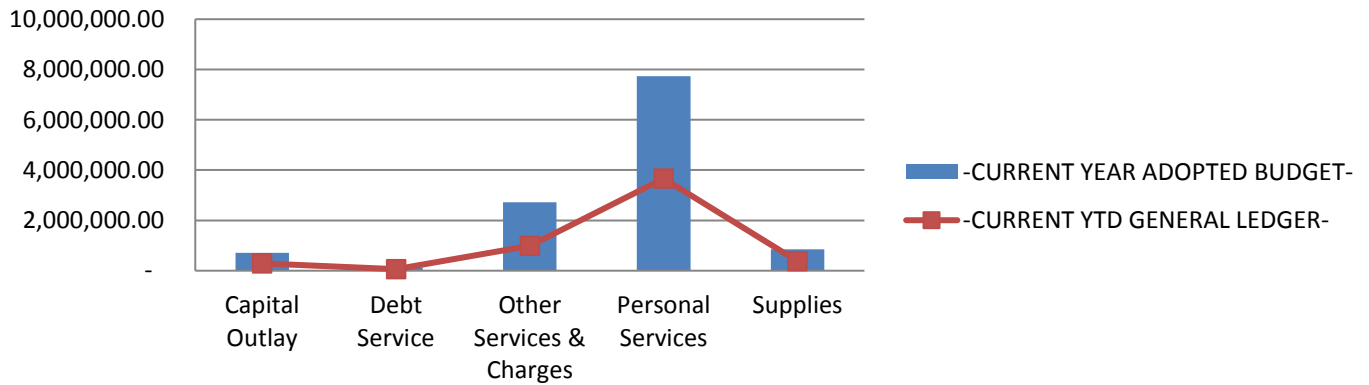


JANUARY 1, 2018 THROUGH PERIOD ENDING: June 30, 2018

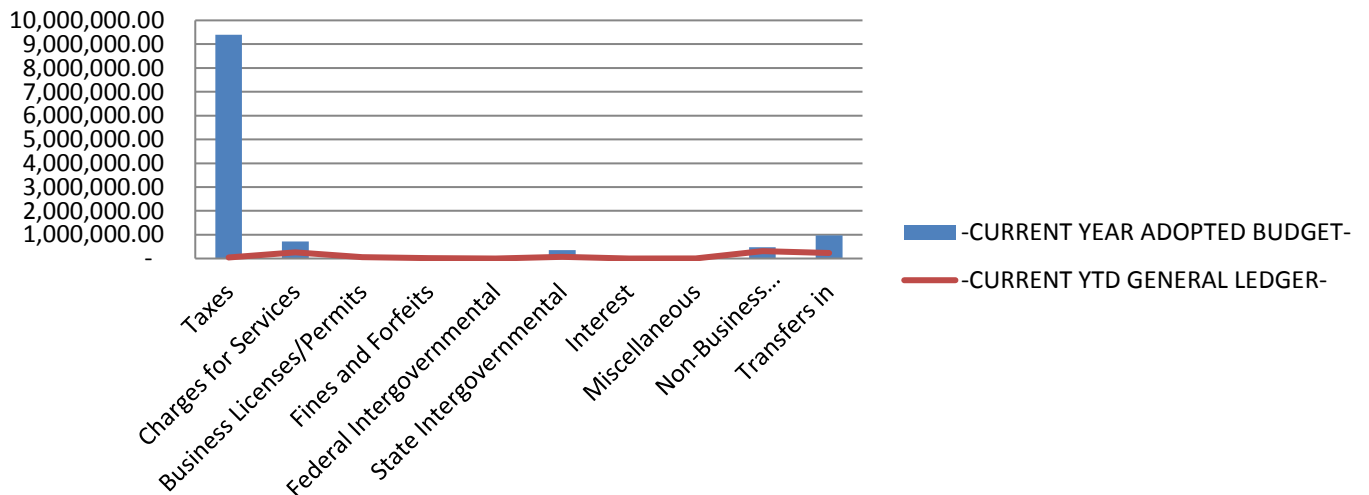
GENERAL FUND EXPENDITURES - BY DEPARTMENT



GENERAL FUND EXPENDITURES - BY CATEGORY



GENERAL FUND REVENUES



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

PREPARED BY: FINANCE DEPARTMENT

**CITY OF RAMSEY
FINANCIAL STATEMENT**

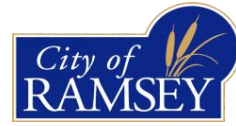


JANUARY 1, 2018 THROUGH PERIOD ENDING: June 30, 2018

REVENUES				
BUSINESS UNIT	9601	WATER UTILITY		
GENERAL LEDGER ACCOUNT	CURRENT YEAR REQUESTED BUDGET	CURRENT YTD GENERAL LEDGER	-% of Budget-	
4140 CREDIT CARD PROCESSING FEES	(12,000.00)	(4,526.76)	37.72%	
4609 OTHER MISCELLANEOUS REVENUES	62,000.00	61,744.49	99.59%	
4651 WATER REVENUE		4,333.52	0.00%	
4652 WATER SALES - RESIDENTIAL	1,120,202.00	223,442.03	19.95%	
4653 WATER SALES-COMMERCIAL	653,131.00	63,661.74	9.75%	
4654 WATER PENALTIES	35,859.00	8,190.81	22.84%	
4655 WATER METER INSTALLATION	15,000.00	10,920.00	72.80%	
4656 WATER METERS	32,000.00	28,619.00	89.43%	
4657 CONNECTION/RECONNECTION FEES	500.00	(100.00)	-20.00%	
4701 INTEREST ON INVESTMENTS	120,000.00	-	0.00%	
4702 MISCELLANEOUS INTEREST	-	8,891.23	0.00%	
4606 DEVELOPER FEES (WAC)		263,856.00	0.00%	
4601 MISCELLANEOUS REVENUE		594.89	0.00%	
Grand Total	2,026,692.00	669,626.95		

EXPENSES				
BUSINESS UNIT	9601	WATER UTILITY		
GENERAL LEDGER ACCOUNT	CURRENT YEAR REQUESTED BUDGET	CURRENT YTD GENERAL LEDGER	-% of Budget-	
6102 F.T. REGULAR-WAGES & SALARIES	236,198.00	77,467.55	32.80%	
6103 FULL TIME-REGULAR-OVERTIME	13,500.00	6,863.44	50.84%	
6105 TEMPORARY-WAGES & SALARIES	17,066.00	2,668.82	15.64%	
6121 PERA CONTRIBUTIONS	47,422.00	6,866.88	14.48%	
6122 FICA/MEDICARE CONTRIBUTIONS	19,523.00	7,397.82	37.89%	
6131 GROUP INSURANCE	33,177.00	12,067.80	36.37%	
6133 WORKERS COMP INSURANCE PREMIUM	9,160.00	-	0.00%	
6208 MISCELLANEOUS OFFICE SUPPLIES	600.00	22.48	3.75%	
6223 GASOLINE	2,500.00	1,425.36	57.01%	
6225 DIESEL FUEL	4,000.00	1,638.46	40.96%	
6229 SHOP MATERIALS	500.00	83.56	16.71%	
6231 UNIFORMS & TURN-OUT GEAR	2,900.00	2,495.83	86.06%	
6249 MISCELLANEOUS OPERATING SUPPLY	18,000.00	10,153.45	56.41%	
6257 OTHER VEHICLE PARTS	7,000.00	78.42	1.12%	
6273 UTILITY SYSTEM MAINT SUPPLIES	75,000.00	29,099.22	38.80%	
6281 SMALL TOOLS & MINOR EQUIPMENT	6,000.00	4,469.64	74.49%	
6292 WATER METERS FOR RESALE	55,000.00	11,238.02	20.43%	
6315 MISCELLANEOUS PROFESSIONAL SER	150,000.00	53,730.50	35.82%	
6322 POSTAGE	2,600.00	52.63	2.02%	
6323 CELLULAR PHONES	2,900.00	1,463.70	50.47%	
6335 TRAINING	1,500.00	768.00	51.20%	
6352 GENERAL NOTICE & PUBLIC INFOR	300.00	-	0.00%	
6361 GENERAL LIABILITY/PROPERTY INS	28,000.00	-	0.00%	
6371 ELECTRIC UTILITIES	125,000.00	37,042.98	29.63%	
6373 GAS	3,000.00	1,350.70	45.02%	
6374 REFUSE/RECYCLING	700.00	300.82	42.97%	
6381 BUILDING & STRUCTURE REPAIR	3,000.00	2,290.00	76.33%	
6439 OTHER MISCELLANEOUS	58,000.00	-	0.00%	
6451 MEMBERSHIP DUES	500.00	965.00	193.00%	
6489 OTHER CONTRACTED SERVICES	74,000.00	8,979.01	12.13%	
6722 DEPRECIATION	750,000.00	-	0.00%	
6820 OPERATING TRANSFERS TO OTHER F	41,000.00	41,000.00	100.00%	
Grand Total	1,788,046.00	321,980.09		

**CITY OF RAMSEY
FINANCIAL STATEMENT**



JANUARY 1, 2018 THROUGH PERIOD ENDING: June 30, 2018

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

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

**CITY OF RAMSEY
FINANCIAL STATEMENT**



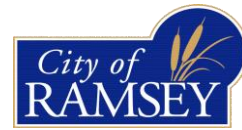
JANUARY 1, 2018 THROUGH PERIOD ENDING: June 30, 2018

REVENUES				
BUSINESS UNIT	9602	SEWER UTILITY		
GENERAL LEDGER ACCOUNT	CURRENT YEAR REQUESTED BUDGET	CURRENT YTD GENERAL LEDGER	-% of Budget-	
4140 CREDIT CARD PROCESSING FEES	(11,000.00)	(5,187.86)	47.16%	
4356 SEWER AVAILABILITY CHARGE-ADM	3,000.00	1,267.35	42.25%	
4609 OTHER MISCELLANEOUS REVENUES	5,000.00	-	0.00%	
4661 RESIDENTIAL-SEWER CHARGES	1,161,216.00	300,916.41	25.91%	
4662 COMMERCIAL-SEWER CHARGES	360,000.00	91,081.04	25.30%	
4663 SEWER PENALTIES	42,030.00	13,509.64	32.14%	
4701 INTEREST ON INVESTMENTS	80,000.00	-	0.00%	
4702 MISCELLANEOUS INTEREST	15,581.00	-	0.00%	
4606 DEVELOPER FEES (WAC)	2,000.00	161,875.00	8093.75%	
4601 MISCELLANEOUS REVENUE		594.89	0.00%	
Grand Total	1,657,827.00	564,056.47		

EXPENSES				
BUSINESS UNIT	9602	SEWER UTILITY		
GENERAL LEDGER ACCOUNT	CURRENT YEAR REQUESTED BUDGET	CURRENT YTD GENERAL LEDGER	-% of Budget-	
6102 F.T. REGULAR-WAGES & SALARIES	155,382.00	35,835.97	23.06%	
6103 FULL TIME-REGULAR-OVERTIME	-	544.26	0.00%	
6105 TEMPORARY-WAGES & SALARIES	-	4,358.50	0.00%	
6121 PERA CONTRIBUTIONS	24,361.00	3,097.57	12.72%	
6122 FICA/MEDICARE CONTRIBUTIONS	11,988.00	3,274.78	27.32%	
6131 GROUP INSURANCE	11,396.00	-	0.00%	
6133 WORKERS COMP INSURANCE PREMIUM	5,013.00	-	0.00%	
6223 GASOLINE	3,500.00	1,463.26	41.81%	
6225 DIESEL FUEL	2,500.00	690.58	27.62%	
6249 MISCELLANEOUS OPERATING SUPPLY	17,000.00	887.93	5.22%	
6275 OTHER EQUIPMENT PARTS	5,000.00	344.28	6.89%	
6315 MISCELLANEOUS PROFESSIONAL SER	70,000.00	-	0.00%	
6335 TRAINING	1,500.00	1,216.00	81.07%	
6361 GENERAL LIABILITY/PROPERTY INS	18,540.00	-	0.00%	
6371 ELECTRIC UTILITIES	17,000.00	4,567.63	26.87%	
6373 GAS	3,000.00	1,262.98	42.10%	
6374 REFUSE/RECYCLING	700.00	300.82	42.97%	
6377 SEWER SERVICE CHARGE	757,216.00	441,709.03	58.33%	
6489 OTHER CONTRACTED SERVICES	24,000.00	5,262.36	21.93%	
6722 DEPRECIATION	510,000.00	-	0.00%	
6820 OPERATING TRANSFERS TO OTHER F	35,000.00	35,000.00	100.00%	
Grand Total	1,673,096.00	539,815.95		

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**CITY OF RAMSEY
FINANCIAL STATEMENT**



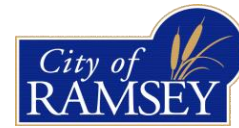
JANUARY 1, 2018 THROUGH PERIOD ENDING: June 30, 2018

REVENUES				
BUSINESS UNIT	9603	STREET LIGHT UTILITY		
GENERAL LEDGER ACCOUNT	CURRENT YEAR REQUESTED BUDGET	CURRENT YTD GENERAL LEDGER	-% of Budget-	
4140 CREDIT CARD PROCESSING FEES	(2,500.00)	(1,513.18)	60.53%	
4681 CHARGES FOR STREET LIGHTS	146,800.00	37,852.99	25.79%	
4683 STREET LIGHTING PENALTIES	6,968.00	2,233.24	32.05%	
4701 INTEREST ON INVESTMENTS	10,000.00	-	0.00%	
4684 PRIORITY STREET LIGHT	50,680.00	12,859.21	25.37%	
Grand Total	211,948.00	51,432.26		

EXPENSES				
BUSINESS UNIT	9603	STREET LIGHT UTILITY		
GENERAL LEDGER ACCOUNT	CURRENT YEAR REQUESTED BUDGET	CURRENT YTD GENERAL LEDGER	-% of Budget-	
6371 ELECTRIC UTILITIES	130,000.00	48,661.16	37.43%	
6489 OTHER CONTRACTED SERVICES	14,000.00	5,174.50	36.96%	
6722 DEPRECIATION	46,000.00	-	0.00%	
6820 OPERATING TRANSFERS TO OTHER F	20,000.00	20,000.00	100.00%	
Grand Total	210,000.00	73,835.66		

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**CITY OF RAMSEY
FINANCIAL STATEMENT**



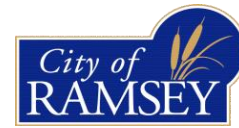
JANUARY 1, 2018 THROUGH PERIOD ENDING: June 30, 2018

REVENUES				
BUSINESS UNIT	9604	RECYCLING UTILITY		
GENERAL LEDGER ACCOUNT	CURRENT YEAR REQUESTED BUDGET	CURRENT YTD GENERAL LEDGER	-% of Budget-	
4140 CREDIT CARD PROCESSING FEES	(3,000.00)	(1,767.16)	58.91%	
4287 OTHER LOCAL GOVERNMENT GRANTS	69,000.00	-	0.00%	
4609 OTHER MISCELLANEOUS REVENUES	-	1,353.20	0.00%	
4671 RECYCLING CHARGES	302,000.00	77,655.99	25.71%	
4672 RECYCLING PENALTIES	8,000.00	3,303.70	41.30%	
4701 INTEREST ON INVESTMENTS	2,000.00	-	0.00%	
Grand Total	378,000.00	80,545.73		

EXPENSES				
BUSINESS UNIT	9604	RECYCLING UTILITY		
GENERAL LEDGER ACCOUNT	CURRENT YEAR REQUESTED BUDGET	CURRENT YTD GENERAL LEDGER	-% of Budget-	
6102 F.T. REGULAR-WAGES & SALARIES	20,906.00	5,944.48	28.43%	
6103 FULL TIME-REGULAR-OVERTIME	-	487.72	0.00%	
6104 PART TIME-WAGES & SALARIES	7,280.00	-	0.00%	
6121 PERA CONTRIBUTIONS	2,114.00	482.35	22.82%	
6122 FICA/MEDICARE CONTRIBUTIONS	2,165.00	433.27	20.01%	
6131 GROUP INSURANCE	2,359.00	-	0.00%	
6133 WORKERS COMP INSURANCE PREMIUM	223.00	-	0.00%	
6249 MISCELLANEOUS OPERATING SUPPLY	25,000.00	11,651.76	46.61%	
6322 POSTAGE	400.00	123.76	30.94%	
6489 OTHER CONTRACTED SERVICES	316,000.00	159,798.75	50.57%	
6820 OPERATING TRANSFERS TO OTHER F	11,500.00	11,500.00	100.00%	
Grand Total	387,947.00	190,422.09		

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**CITY OF RAMSEY
FINANCIAL STATEMENT**



JANUARY 1, 2018 THROUGH PERIOD ENDING: June 30, 2018

REVENUES				
BUSINESS UNIT	9605	STORM WATER UTILITY		
GENERAL LEDGER ACCOUNT	CURRENT YEAR REQUESTED BUDGET	CURRENT YTD GENERAL LEDGER	-% of Budget-	
4140 CREDIT CARD PROCESSING FEES	(4,200.00)	(2,576.16)	61.34%	
4693 STORM WATER-RESIDENTIAL	511,920.00	130,303.31	25.45%	
4694 STORM WATER-COMMERCIAL	503,064.00	130,997.02	26.04%	
4695 STORM WATER-PENALTIES	18,427.00	7,937.85	43.08%	
4701 INTEREST ON INVESTMENTS	10,000.00	-	0.00%	
Grand Total	1,039,211.00	266,662.02		

EXPENSES				
BUSINESS UNIT	9605	STORM WATER UTILITY		
GENERAL LEDGER ACCOUNT	CURRENT YEAR REQUESTED BUDGET	CURRENT YTD GENERAL LEDGER	-% of Budget-	
6102 F.T. REGULAR-WAGES & SALARIES	128,566.00	15,518.28	12.07%	
6121 PERA CONTRIBUTIONS	24,350.00	1,164.00	4.78%	
6122 FICA/MEDICARE CONTRIBUTIONS	9,863.00	1,166.41	11.83%	
6131 GROUP INSURANCE	17,121.00	-	0.00%	
6133 WORKERS COMP INSURANCE PREMIUM	4,146.00	-	0.00%	
6223 GASOLINE	100.00	-	0.00%	
6225 DIESEL FUEL	4,500.00	2,328.12	51.74%	
6249 MISCELLANEOUS OPERATING SUPPLY	10,000.00	1,602.58	16.03%	
6257 OTHER VEHICLE PARTS	9,000.00	2,879.70	32.00%	
6315 MISCELLANEOUS PROFESSIONAL SER	60,000.00	10,539.75	17.57%	
6361 GENERAL LIABILITY/PROPERTY INS	8,000.00	-	0.00%	
6371 ELECTRIC UTILITIES	2,500.00	1,054.79	42.19%	
6373 GAS	2,500.00	1,043.24	41.73%	
6374 REFUSE/RECYCLING	700.00	300.80	42.97%	
6451 MEMBERSHIP DUES	20,000.00	19,960.00	99.80%	
6489 OTHER CONTRACTED SERVICES	40,000.00	6,370.33	15.93%	
6722 DEPRECIATION	325,000.00	-	0.00%	
6820 OPERATING TRANSFERS TO OTHER F	30,000.00	30,000.00	100.00%	
Grand Total	696,346.00	93,928.00		

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

CC Regular Session

4. 2.

Meeting Date: 07/24/2018

By: JoAnn Shaw, Community Development

Information

Title

Note the Following Boards and Commissions Meeting Minutes:

- Park and Recreation Commission Meeting Minutes Dated April 12, 2018
 - Planning Commission Meeting Minutes Dated June 7, 2018
 - Economic Development Meeting Minutes Dated June 14, 2018
 - Environmental Policy Board Meeting Minutes Dated June 18, 2018
-

Attachments

Park 4 12 18

Planning 6 7 18

EDA 6 14 18

EPB 6 18 18

Form Review

Inbox

Kurt Ulrich

Tim Gladhill

Form Started By: JoAnn Shaw

Final Approval Date: 07/19/2018

Reviewed By

Kathy Schmitz

Tim Gladhill

Date

07/18/2018 03:53 PM

07/19/2018 11:59 AM

Started On: 07/13/2018 12:34 PM

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

The Ramsey Park and Recreation Commission conducted a regular meeting on April 12, 2018, at Ramsey City Council Chambers, 7550 Sunwood Drive NW.

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

Commission Members Absent: None

Also Present: Parks & Assistant Public Works Superintendent Mark Riverblood

1. CALL TO ORDER

Chair Bennett called the Park and Recreation Commission meeting to order at 6:34 p.m.

2. CITIZEN INPUT

None.

3. APPROVE AGENDA

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

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

4. APPROVE MINUTES

4.01: Approve Park and Recreation Commission Meeting Minutes

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

- 1) Park and Recreation Commission Regular Meeting Minutes dated March 8, 2018.

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

5. COMMISSION BUSINESS

5.01: Review Draft Comprehensive Plan Update

Parks & Assistant Public Works Superintendent Riverblood provided an update on the Comprehensive Plan update. He briefly reviewed the elements of the update, including land use, transportation, sewer and water, natural resources, and others. Many of the Commissioners have participated in the public engagement pieces over the last year and a half. The purpose of tonight's update is to forward the draft Comp Plan's Parks Chapter to the Planning Commission and City Council, at which point it goes out for a six-month peer review by neighboring communities.

Mr. Riverblood reviewed a couple salient points in the Comp Plan that might be new for viewers. He noted that he would also like to discuss one proposed future park, where the landowner is opposed to that designation.

Commissioner Tchuinkwa and Commissioner Trappen arrived at approximately 6:40 p.m.

Mr. Riverblood discussed recreation districts, established in 1992, which are aggregates of neighborhoods. Those borders have been reconfigured to reflect the reality on the ground today. He displayed a map showing the recreation districts for planning purposes. The Parks system plan, which drills down deeper and in greater detail than the Comp Plan, will be completed in 2018. That is separate from the Comp Plan. At that time, planning will happen on a more detailed level, whereas the Comp Plan is more of a macro-level. This system does not allow for a neighborhood park in every neighborhood; as the initial funding and ongoing maintenance are not possible. The Greenway system, however, connects the various areas of the city and makes the existing parks more accessible, more well-used, and easier to maintain. He pointed out the gaps in the Greenway and highlighted the plans to connect those segments.

Mr. Riverblood also highlighted a "search area" as a future community park. It would be a 40-acre or larger park, hopefully in association with Trott Brook.

Mr. Riverblood brought up the issue of landowner opposition to a City designation of park land. This area is between Bowers Drive and Alpaca Estates. It is a narrow area along the river. This someday may be developed for residential housing. The premise is that the area should have some access to the river, rather than just a couple homes having access to the river. All of those future residents should have access to the river and park space. If those homes do come forward, Park Dedication and Trail Fees will be due, along with the other City development fees. By identifying this area as proposed park, should the land use convert from agriculture to residential, the City would likely look to take Park Dedication in the form of land as opposed to cash.

Mr. Riverblood explained that the other way that the proposed land could remain in the public domain is if a particularly subdivision would have greater densities, necessitating open space. Another example is if it was a PUD that requires open space over and above Park Dedication. In any of those scenarios, it would be in the developer's best interests to see park space there. That particular land is in the Mississippi River critical area, which encourages land protection along sensitive areas. Riverblood continued that the landowner concerned about that is present tonight and may wish to speak to the Commission.

Dave Nathe, Riverside Farms, 15238 Adams Street NW, Elk River; and also 144534 Llama Street;

Mr. Nathe indicated he has lived in the area since 1971, and he purchased the farm in 1996. In 2003, he was approached for this bridge site that was supposed to come on the property. A plan was made so he knew where the development would be. The bridge site did not go through. In his opinion, taking that land for park will take all of his river lots. He stated that there are plenty of parks around, and many of them are empty. He indicated that he is already stuck with a solar farm, as a result of the County. And if this bridge site goes in, his land will not be worth anything.

Chair Bennett thanked Mr. Nathe for coming before the Commission and sharing his comments. He asked Mr. Riverblood to point out Mr. Nathe's land on an overhead map.

Chair Bennett asked whether there are proposed changes for this area, from the 2030 to the 2040 Comp Plan. Mr. Riverblood indicated the proposed park plan for the area in question remains the same from the 2030 Comp Plan, and even prior to that in the City's park planning.

Chair Bennett stated the existing plan was written ten years ago. This is a plan, and it is not anyone's intention to take land; rather, it established a plan for a future developer that provides them a framework within which they may think about a particular development. This is a guideline and establishes a plan in an effort to highlight some of the things the City is trying to accomplish. He reiterated that it is not anyone's desire to take any land from the landowner.

Mr. Riverblood confirmed that is the case. He noted that April 26th is open for Mr. Nathe to meet with himself and the Community Development Director. Additionally, the next step for this part of the Comp Plan process is a presentation before the Planning Commission and City Council in May. Those are additional opportunities to express concern in addition to April 26th, as well as during the six months of peer community review.

Mr. Nathe stated Alpaca Estates has no park. It was put it in the 70s, but he should not be held accountable for having a park in his land, when he could have river lots. Residents could have docks on the river. There is a sandy beach, which would be available to all those who live there. Right now, it is used as farm ground. The trees that are left down there are not that great, which is not ideal for a park.

Commissioner Sis asked about the route of the proposed bridge.

Mr. Riverblood pointed out the proposed area for the bridge. He noted it is not something the Park and Recreation Commission would be expected to weigh in on. It would be coming from an area of new intersection and cross over into Dayton.

Chair Bennett stated the bridge has been discussed, but it is out of the purview of the Parks Commission. He also explained the Comp Plan peer review process.

Mr. Riverblood added that developers, when they purchase land, want to know what is desired there by the City. Many developers understand that park space adds value to all the lots in the subdivision, rather than adding sole value to a premium area. He also put on the overhead an earlier planning exercise for Sunfish Lake, as an example to illustrate what park space could look like on Mr. Nathe's land. He pointed out it could mean a trail easement through the area, or a trail down in the protected bluff zone, which might not be visible from the residential lots. There are several options that dedicated park space might eventually look like. It all depends on what the character of the development might look like.

Chair Bennett commented that the Park and Rec Commission often works with developers and their proposals. As part of the Comp Plan committee, the Commission is looking to ensure a connected community with park resources for all. Maintaining the rural and natural character for Ramsey is part of the mission statement of the Comp Plan. If this area gets developed, this Commission would work with the developer to ensure that whatever the park space potentially looks like will meet the needs of the developer, the landowner, and the folks looking to build and live there.

Mr. Nathe stated it is his understanding that developers have a choice to donate the land or pay the park fees; he would plan to pay the park fees rather than donate the land.

Chair Bennett thanked Mr. Nathe for coming to the meeting and sharing concerns.

Chair Bennett noted that the Comp Plan process has been exhaustive at this point, with a lot of citizen input. The plan is in alignment with what the citizens have expressed. Hopefully the Park and Rec Commission will be able to work with Mr. Nathe and also stay true to the 2040 Comp Plan going forward

Mr. Riverblood suggested that over half of the City's parks are where they are at because they were shown as proposed designations, such that when development came forward, the City was able to communicate to the buyer what was intended there. Oftentimes, the proposed park areas are what drives the developer to buy the space.

Commissioner Andrusko stated one of the main concerns during his time on the Planning Commission, related to developments, was where would the children play. That continues to be a priority for the Park and Rec Commission. Right now, there is not a great way to cross Highway 10. The kids need to be considered throughout this process.

Commissioner Sis asked what drives the alignment of the park space dedication. He wondered whether a different bridge alignment, perhaps north-south, would be more amenable to Mr. Nathe and would preserve the shoreland that he is concerned about.

Mr. Riverblood responded that the preponderance of the Mississippi River is already taken up by single-family homes, with the exception of King's Island and Mississippi West Regional Park. There will likely be hundreds of families living in close proximity to the proposed park along the river. Lining up 4 or 6 or 12 homes allows those residents the benefit of the resource, but it shuts off the resource to the hundreds of families in that same area. From a developer's standpoint, having the river access spread out over 300 to 500 homes means that every home value increases more than \$10,000. Mr. Nathe had commented on the 300-foot setback. That is part of the critical river areas corridor, which is a planning distinction that says the resource needs to be protected. That is where the layers of planning come in, to cause the City to be prudent about protecting that resource in perpetuity. As a prospective homeowner, if maintaining just an individual lawn is the priority, there are hundreds of homes along the Mississippi regularly for sale with private access to the river.

Chair Bennett stated a goal of the Comp Plan is to develop parks and communities and have something for everyone. The river is a prominent resource in this community, but it is not leveraged by many people. This could be a really unique development with some really interesting amenities, and everyone in the City of Ramsey would benefit from it.

Mr. Riverblood noted there clearly would be those internal neighborhood connections to the space under consideration. Roads and sidewalks and all those things are looked at when a development comes forward. Developers want to know what the plans are for the area. Developers do not want to buy a \$1 million tract of property, to then invest millions of dollars in it, to make a 4 or 6 or 8 percent margin of profit, only to be surprised by the City's plans.

Chair Bennett reiterated that this was also part of the 2030 Comp Plan.

Commissioner Sis asked whether there was a Comp Plan prior to the 2030 version.

Mr. Riverblood responded there had been Comp Plans dating back to the establishment of the Met Council right after 1967. However, the Comp Plans continue to get more sophisticated with each iteration. Twenty or thirty years ago, this community had nowhere near the density. The character of the community continues to change, and the densities continue to change, which drives up the need for park spaces, particularly for needs within the urban service area. Similar to the recreation districts.

Motion by Commissioner Andrusko, seconded by Commissioner Bayer, to approve the draft recommendations for the Parks and Recreation section of the 2040 Comp Plan as written.

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

5.02: Recommend Park Dedication for Rum River Prairie

Parks & Assistant Public Works Superintendent Riverblood stated this subdivision is a good representative of what was just discussed, as residential densities decrease moving north and west in the city. The developer is proposing 25 single-family lots, most of them averaging about 2.5 acres per lot. Staff recommends that Park Dedication and Trail Fees consist of a cash payment, however, that the City also work with the developer to extend the trail from the area that they are required to build the trail, along Armstrong Blvd north and northwesterly up to 173rd Avenue. That area of the plat, approximately 1800 feet, beyond the plat boundary would be credit-eligible toward Trail Fees first, and then Park Dedication fees if the trail fees did not cover it.

Mr. Riverblood noted this has received preliminary plat and is awaiting final plat submittal documents before it goes before the City Council.

Chair Bennett noted this plan is an illustration of the City working with the developer to meet the needs of the specific development.

Commissioner Bayer commented that the trail currently goes all the way to Autumn Heights, which is just southeast of the proposed development. The trail is on the east side of the road. He asked whether the trail continue to 173rd on that side of the road.

Mr. Riverblood responded that ideally, it would remain on the east side. There are also power poles there. The developer would say he wants to do it on the east side. It is a fairly high-speed roadway, County Road 83. These pedestrian crossings are important, because safety is a priority, but they are not possible at every single crossing. All these developments also go forward to the County for approval.

Commissioner Trappen inquired about the fees being charged to the developer.

Mr. Riverblood responded the City staff works with the developer's engineering staff to come to an agreement on the actual costs. The City plans on \$50/linear foot on average to build a 10-foot bituminous trail, by the time all aspects of a constructing a trail are considered.

Motion by Commissioner Bayer, seconded by Commissioner Sis, that Park Dedication consist of cash, and that the Developer of Rum River Prairie be required to extend the trail from the Plat, north to 173rd Avenue—with this segment credit eligible against the Trail Fees owed.

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

5.03: Consider Park and Recreation Commission Outdoor Meeting Schedule

Parks & Assistant Public Works Superintendent Riverblood stated the Park and Rec Commission has used the summer meetings as opportunities to visit the parks, interact with residents, and these meetings are enjoyable times for the Commission. For inclement weather, the Commission meets in Council chambers.

Chair Bennett stated the Commission definitely looks forward to these meetings in the parks. He is comfortable with the meeting schedule.

The Commissioner agreed with the proposed summer meeting schedule.

6. COMMISSION/STAFF INPUT

Parks & Assistant Public Works Superintendent Riverblood provided no updates.

Chair Bennett inquired about the readiness of sports fields, given the inclement weather.

Mr. Riverblood stated that in normal years, the athletic associations have been very good about staying off the fields so as to avoid turf damage. But this year, the weather has been so inclement that it is now getting close to game time, which generally begins the first week of May. Probably, some fields will be beat up this year. If the snow this weekend does not materialize, then perhaps things will green up. Usually, Ramsey begins mowing a few of the warmer spaces with good soils as soon as the last week in April. That will not happen this year.

Chair Bennett cautioned all of the viewers to do the athletes a favor and stay off the fields as long as possible to ensure a good, long playing season.

7. ADJOURNMENT

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

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

The Park and Recreation Commission meeting adjourned at 7:34 p.m.

Respectfully submitted,



Mark Riverblood
Parks & Assistant Public Works Superintendent

Drafted by Allison Burr
TimeSaver off Site Secretarial, Inc.

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

The Ramsey Planning Commission conducted a regular meeting on Thursday, June 7, 2018, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present: Chairperson Randy Bauer
 Commissioner Bruce Anderson
 Commissioner Cheri Gengler
 Commissioner Patrick Surma (left at 8:43 and returned at 8:53)
 Commissioner Gary VanScoy
 Commissioner Matt Woestehoff

Members Absent: Commissioner Daniel Onyambu

Also Present: Community Development Director Timothy Gladhill
 City Planner Chloe McGuire Brigl
 Planning Intern PeggySue Imihy

1. CALL TO ORDER

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

2. CITIZEN INPUT

None.

3. APPROVAL OF AGENDA

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

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

4. APPROVE PLANNING COMMISSION MINUTES

4.01: Approve the Following Planning Commission Minutes:

4.01.1: Planning Commission Meeting Minutes Dated May 3, 2018

Motion by Commissioner Anderson, seconded by Commissioner VanScoy, to approve the following minutes as presented: Planning Commission Meeting Minutes dated May 3, 2018.

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

5. PUBLIC HEARINGS/COMMISSION BUSINESS

5.01: Public Hearing: Consider Home Occupation Permit for Commercial Kennel (Project #18-119); Case of Rebecca Bader

Public Hearing

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

Presentation

Planning Intern Imihy presented the staff report stating the City of Ramsey has received an application from Rebecca Bader (the "Applicant") for a Home Occupation Permit for a Commercial Dog Kennel at 17860 Nowthen Blvd (the "Subject Property"). The Applicant is requesting a Conditional Use Permit to maintain up to 25 dogs on the Subject Property at any given time. Staff reviewed the request in further detail and recommended approval of the CUP.

Citizen Input

Commissioner VanScoy asked if the parking pad was allowable on a residential lot.

Planning Intern Imihy explained the applicant was allowed to have a parking pad that was 20 feet in length. She noted the applicant was requesting a parking pad larger than was allowed and would be dealt with administratively. She reported the Commission was being asked to consider the CUP at this time.

Commissioner Anderson questioned if the fenced in area was flat and useable.

Planning Intern Imihy reported this was the case.

Commissioner VanScoy inquired if the applicant would have limited hours on when the dogs could be outside.

Planning Intern Imihy commented the dogs would have to remain indoors from 9:00 p.m. to 7:00 a.m.

Becky Bader, the applicant, thanked the Commission for their consideration. She stated she was excited about this request and noted she has wanted to operate a dog boarding business for a long

time. She indicated her business would be a service that would benefit the community. She reported this property has 37 acres and explained the small business would run out of the pole building. Her goal was to run a family friendly dog business. She explained her building would hold 25 dogs. She commented further on the hours of operation noting the dogs would be supervised at all times when outside. It was noted all dogs would be required to be vaccinated.

Commissioner Woestehoff asked how many employees the business would have. Ms. Bader reported it would be herself and Brandon McManigal, who would also be residing on the property.

Commissioner VanScoy questioned if the pole barn would have plumbing.

Brandon McManigal, stated at this time the building would not be plumbed, but would have HVAC.

Commissioner VanScoy commented he wanted to assured that the pole barn would not be turned into a residence at some point in the future.

Cindy Schmidt, 7160 181st Avenue NW, reported she was a 30-year Ramsey resident. She noted she lived two doors away from the proposed dog kennel. She expressed concern with how she would be impacted by barking dogs. She noted she was also concerned with how the pole building will be cleaned on a daily basis if the building had no water source. She recommended the building be plumbed to provide fresh water for the dogs being boarded, along with a collection/sewer system to collect the waste. She feared that the site would have more traffic than anticipated. She requested the quiet hours at the kennel be from 7:00 p.m. to 7:00 a.m. She reported she did not want to have dogs barking after 7:00 p.m. on holidays and weekends. She expressed concern that her property value would be negatively impacted because it was located so closely to a dog kennel. She questioned if the City would allow the kennel to expand in the future and recommended that an environmental impact study be completed on this property. She recommended the fencing not be within the wetland area.

Leo Polack, neighbor to the north, commented he would like to see the changes to the hours the dogs are allowed outside. He recommended the dogs not be allowed outside from 7:00 p.m. to 7:00 a.m. He stated this would allow the neighbors to be outside after 7:00 p.m. without having to listen to barking dogs. He requested a barrier or berm be constructed in the applicant's rear yard to keep waste water from entering his pond. He noted he has owned businesses in the past and asked if the City has requested a P&L. He expressed concern that this business would not have enough cash to sustain them through the first year or two. He stated he did not want this business and or its failing to impact the value of his property.

Chairperson Bauer requested further comment from staff regarding the requirements within the CUP and if the applicants would be allowed to expand their site in the future.

Community Development Director Gladhill discussed the City's CUP and wetland requirements. He noted staff has no concerns with the proposed business impacting the adjacent wetlands and noted the applicant would be complying with all wetland conservation efforts. He noted all

stormwater runoff would have to be contained onsite or within a City regional stormwater pond. He explained the applicant as meeting all stormwater runoff requirements. He explained the CUP could only be expanded after another public hearing was held. He indicated the City had another commercial kennel within the City, Armstrong Kennels, which was a much larger operation and was located on a residentially zoned property.

Commissioner Woestehoff asked if Armstrong Kennels had a CUP.

Community Development Director Gladhill reported this was the case.

Commissioner VanScoy questioned what noise restrictions the City had in place for properties with a CUP.

Community Development Director Gladhill explained the City deferred to State Statute for noise restrictions. He commented further on the State's indoor and outdoor noise requirements.

Further discussion ensued regarding the hours of operation and noise requirements.

Commissioner VanScoy asked if the City could adjust the hours of operation.

Planning Intern Imihy explained the City could set the hours of operation within the CUP.

Commissioner Surma thanked the neighbors for coming forward and voicing their concerns. He stated he shared many of their same concerns. He was of the opinion that the kennel building should have plumbing.

Commissioner VanScoy asked how the applicant would be managing the pet waste onsite.

Ms. Bader stated she would be using a low moisture mop (Swiffer Wet Jet) within the pole building for cleaning the pet areas. She indicated the outdoor waste would be bagged and properly disposed of.

Mr. McMonigal reported the dogs would be let out numerous times a day and he did not anticipate the pole building would have a large amount of pet waste indoors. He noted that any barking dogs would be brought back inside.

Commissioner VanScoy stated his main concerns at this time were how the site would be cleaned, how it would be kept clean and how to avoid contaminating the surrounding areas.

Mr. McMonigal reported mops would be used indoors and all waste outdoors would be collected and disposed of. He explained he could investigate plumbing the pole barn if this was required by the City.

Chairperson Bauer asked if the applicants would be agreeable to reconsidering their hours of operation based on the comments voiced by the neighbors.

Ms. Bader stated they would be willing to change the hours. She indicated she was very willing to work with the neighbors to address their concerns.

Commissioner Anderson asked if the pole building had a concrete floor.

Mr. McMonigal reported the pole building had a sealed concrete floor.

Commissioner Surma stated again, for the record, that he was concerned the pole building did not have plumbing. He explained he could not understand how the applicants would keep 25 dogs watered and fed without running water in the pole barn. He indicated he supported the applicants request but recommended the pole barn have plumbing.

Community Development Director Gladhill commented the Commission could require the pole barn to be plumbed and make this a condition for approval within the CUP.

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

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

Chairperson Bauer closed the public hearing closed at 7:44 p.m.

Commission Business

Commissioner VanScoy asked if the business would have a sign on Nowthen Boulevard.

Community Development Director Gladhill reported the City would not allow the sign as proposed and noted staff would be working with the applicants on the sign.

Motion by Commissioner VanScoy, seconded by Commissioner Anderson, to recommend that City Council adopt Resolution #18-119 approving a Commercial Dog Kennel on the Subject Property.

Further discussion

Commissioner Anderson offered a friendly amendment and recommended the hours the dogs must remain indoors be amended to 7:00 p.m. to 7:00 a.m. The Commission supported this friendly amendment.

Commissioner Surma requested another friendly amendment to the motion requiring the applicants to add plumbing (waste and water) to the building in a timely manner. This amendment failed to proceed as the consensus of the Commission was not to support the request.

Motion Carried. Voting Yes: Chairperson Bauer, Commissioners VanScoy, Anderson, Gengler, and Woestehoff. Voting No: Surma. Absent: Commissioner Onyambu.

5.02: Public Hearing: Review Preliminary Plat Application for Cottages at the COR (Project 17-162); Case of Centra Homes, LLC

Public Hearing

Chairperson Bauer called the public hearing to order at 7:49 p.m.

Presentation

City Planner McGuire Brigl presented the staff report stating Centra Homes, LLC has a Purchase Agreement in place with the City to acquire the land located at the southwest corner of Ramsey Blvd and Bunker Lake Blvd (the "Subject Property") for a residential subdivision. The proposed subdivision is in the COR4 Neighborhood District and would include forty (40), 2-story townhomes with association-maintained private roads. The Subject Property is approximately 4.29 acres.

Citizen Input

Commissioner VanScoy asked if the road to the west does not go through.

City Planner McGuire Brigl explained if this road did not connect there would be a dead end within the subdivision.

Community Development Director Gladhill reported staff would continue to work on this issue with the applicant.

Commissioner VanScoy requested further information on where sidewalks would be located within the development.

City Planner McGuire Brigl reviewed the location of the sidewalks within the development with the Commission. She noted all City standards were being met regarding the sidewalks.

David Patberg, Centra Homes, thanked staff for their assistance with this Planning Case. He indicated he was excited to be bringing a new housing product to the City of Ramsey.

Commissioner VanScoy requested further information regarding the proposed floor plans and architectural standards.

Mr. Patberg stated he would have five different floor plans noting each floor plan would have three elevation different options.

Community Development Director Gladhill commented on the stringent architectural guidelines that were in place within The COR.

Commissioner Anderson stated he was not a fan of whites and blacks, but rather supported earth or neutral tones.

Commissioner Gengler questioned how parking would be managed on the site.

Mr. Patberg explained all of the two car garages would be located to the back of the home. He indicated the driveway would offer two additional parking stalls and noted parallel on-street parking would be available within the development.

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

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

Chairperson Bauer closed the public hearing closed at 8:02 p.m.

Commission Business

Motion by Commissioner Woestehoff, seconded by Commissioner VanScoy, to recommend that City Council approval of the Preliminary Plat.

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

5.03: Public Hearing: Consider Revised Preliminary Plat for Riverstone; Case of Capstone Homes

Public Hearing

Chairperson Bauer called the public hearing to order at 8:03 p.m.

Presentation

Chairperson Bauer commented for full disclosure purposes, he was in the process of purchasing a home within the Riverstone development.

Community Development Director Gladhill presented the staff report stating the purpose of this case is to consider a revised Preliminary Plat for Riverstone, a 293-lot residential subdivision. Primarily, the intent of this revision is to satisfy contingencies of original Preliminary Plat approval. Of note, plans for pedestrian crossings at Alpine Drive are included. Secondly, the Developer (Capstone Homes) desires to slightly revise lot widths on two (2) blocks to slightly

widen lots, resulting in the net reduction of approximately two (2) lots. Overall, the project is significantly the same as originally approved. Finally, the Developer proposes a slight modification to topsoil standards to address stormwater and drainage.

Citizen Input

Commissioner VanScoy asked if there were any plans to develop the land on either side of this property.

Community Development Director Gladhill stated to the east a project called Northfork Meadows was being considered but noted this project was denied by the City Council. He explained this property has since been sold and purchased by another developer. He anticipated that the site would be developed with detached townhomes at some point in time. He explained the property to the west would probably be developed in the same manner.

Heather Lorch, Capstone Homes, stated Capstone has enjoyed working with the City on this project. She discussed the homes that have been built in the City to date and noted she looked forward to continuing to build homes for Ramsey residents.

Kent Raceler, 4870 Viking Boulevard, stated he opposed the approval of this Preliminary Plat Amendment. He requested the item be denied. He explained he owned the adjacent properties and did not have any development plans in place. He described how the proposed development would impact the future development of his property. He indicated he had an approved PUD in place for his property which would allow for the construction homes on 2.5 acre lots. He discussed the importance of running sewer lines through the Riverstone property. He recommended a buffer zone be put in place and requested he be allowed more time to review this matter with staff prior to the Planning Commission moving forward with this Preliminary Plat Amendment.

Commissioner VanScoy questioned when Mr. Raceler's plat was approved.

Mr. Raceler indicated his plat began in 1984 and was for the entire Northfork area, which included approximately 1,000 acres of land.

Commissioner VanScoy asked if the lots were platted.

Mr. Raceler commented the lots were not formally platted.

Commissioner VanScoy inquired if Mr. Raceler intended to build on 2.5 acre lots.

Mr. Raceler commented he was not stating that as he did not have any formal plans in place. However, he noted a Preliminary Plat was in place for this land and the intent was to have 2.5 acre lots. He explained he was very concerned with the property being stubbed to the west and wanted assurances from the City.

Further discussion ensued regarding the Preliminary Plat that Mr. Raceler had in place on his property in Ramsey.

Mr. Raceler explained that because significant improvements have been made to the property with respect to the infrastructure, he had the understanding that the Preliminary Plat had not expired.

Commissioner VanScoy requested staff address the issue of the utility stubbing.

Community Development Director Gladhill reported under the current Comprehensive Plan the property to the west was not part of the MUSA. He stated from an engineering and planning point of view, this could be further evaluated and made a condition of the Riverstone Preliminary Plat. He indicated he did see great value in providing a stub to the property to the west and noted further discussions could be held with Mr. Raceler.

Mr. Raceler commented his property was outside the MUSA but only because of a recent action taken by the City. He noted cities often stub to property lines and requested the City stub to the property line. He reported the legality of the Preliminary Plat expiring after two years then the Northfork development should not have been able to develop over a 10- to 15-year period of time with requesting a new Preliminary Plat each year. He believes this meant a precedent had been set within the City of Ramsey.

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

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

Chairperson Bauer closed the public hearing closed at 8:29 p.m.

Commission Business

Commissioner Surma asked if a buffer area could be created by the developer.

Ms. Lorch reported there was not an area available to create a significant buffer zone between her property and the properties to the east and the west. She explained it would not be the developer's preference to have to create two buffer zones.

Commissioner Surma stated another option for the buffer zone would be to encourage Mr. Raceler to create a buffer zone on his land.

Commissioner VanScoy requested further information regarding the history of the MUSA line.

Community Development Director Gladhill discussed the history of the MUSA line and noted the City was simply reacting to the requests of the property owner. He noted based on the feedback of the property owner, the City could hold further discussions with the adjacent property owner.

Motion by Commissioner VanScoy, seconded by Commissioner Surma, to recommend that City Council to approve the revised Preliminary Plat requiring utilities to be stubbed to the west.

Further discussion

Commissioner Anderson asked if this item were tabled what effect that would have on the applicant.

Ms. Lorch stated this would Commission consideration more than 30 days which would in turn delay the project. She explained it was her desire to begin working on the project yet this summer and feared a delay would push the project off to 2019.

Commissioner Anderson expressed concern with this item moving forward without the utility line issue being addressed.

Motion by Commissioner Anderson to table action on the revised Preliminary Plat to the July Planning Commission meeting. The motion failed for lack of a second.

Motion Carried. Voting Yes: Chairperson Bauer, Commissioners VanScoy, Surma, Gengler, and Woestehoff. Voting No: Commissioner Anderson. Absent: Commissioner Onyambu.

6. COMMISSION BUSINESS

6.01: Discuss Item: Review of City Code Section 117-351 – Home Occupation Ordinance

Presentation

Planning Intern Imihy presented the Staff Report stating under staff direction from the City Council, a review and comparison of neighboring towns and their ordinances for home occupations, also known as home-based businesses has been completed. This review specifically examines the number of employees, allowable outdoor storage and number of allowable vehicles on the property. The purpose of this agenda item is to discuss if Staff should further review and make changes to Section 117-351 of the City Code. Staff requested the Commission provide feedback on this item.

Commission Business

Commissioner Gengler requested further information on the City's current standards for outdoor storage.

Planning Intern _ Imihy __ reviewed the City's standards regarding outdoor storage.

Chairperson Bauer stated he was not so concerned with how other cities managed their outdoor storage so long as things were working for the City of Ramsey.

Community Development Director Gladhill explained staff was reviewing this Ordinance after receiving a directive from the City Council, noting this group feels there is an issue with the Ordinance. He provided further comment on the concerns that were raised after a recent home occupation was requested that had outdoor storage.

Chairperson Bauer asked if the Commission was addressing this portion of City Code based on an isolated issue.

Community Development Director Gladhill commented there were five or six home occupations that were driving this issue to be further reviewed by the City.

Commissioner VanScoy questioned what the challenges were the City was facing at this time by changing the code.

Community Development Director Gladhill explained the City was being challenged on the outdoor storage issue and number of employees.

Commissioner Anderson stated he did not support outdoor storage for a home occupation in a residential area.

The Commission was in agreement.

Commissioner Gengler did not believe it was necessary for a home occupation to have five employees. She was of the opinion a home business was an up and coming business that had very few employees and once there were five employees onsite it would be good for this business to find a proper site.

Commissioner Anderson stated he did not support home occupations allowing employees to drop off their vehicle in order to pick up a service vehicle. He believed this activity should occur at a place of business. He indicated he wanted to protect the neighbors living adjacent to those with a home occupation.

Commissioner Woestehoff agreed adding that the more concise the City was with their home occupation code the better off the City would be.

Commissioner Surma encouraged the City not to step on the rights of Ramsey residents to own and operate their own business from their property.

Planning Intern Imihy asked if the Commission supported home occupations operating out of an accessory structure.

Commissioner Woestehoff and Chairperson Bauer supported this type of business.

6.02: Discussion Item: Feedback on the Creation of a Neighborhood Business District

Presentation

Planning Intern Imihy presented the Staff Report stating in 2016, following the Public Hearing regarding the property located at 6139 157th Lane NW, staff was instructed to create a new zoning district within the City of Ramsey for the purposes of commercial property located near or adjacent to residential properties. This zoning district did not move forward in 2016 and staff has been directed to bring the case back to the Planning Commission as a discussion item. This proposed zoning district is slightly more restrictive than the current B-1 district and would not occur along Highways 47 or 10. The intent of this ordinance is truly small-scale, neighborhood-scale commercial uses. The intent is not to allow higher intensity uses most commonly found along highway corridors. This district can be a valuable tool moving forward as the City attempts to accomplish comprehensive plan goals to provide a mix of uses focused on neighborhoods. For example, another potential area for this zoning district could be used would be near the new elementary school (not proposed at this time). Staff has modified the proposed zoning district from 2016 to include four permitted uses, three conditional uses and five prohibited uses. Staff would like the Planning Commission's feedback. The purpose of the discussion tonight is to review the draft zoning district, collect feedback from the Planning Commission regarding the new zoning district, and bring an ordinance back to a later meeting.

Commission Business

Commissioner Anderson commented he was not in favor staff pursuing this further.

Commissioner Gengler indicated she supported the creation of small neighborhood business districts. She explained this type of zoning district could assist in creating walkable neighborhoods and would create sense of community.

Commissioner Surma agreed and noted this would make the community walkable.

Commissioner Woestehoff stated he could support the sale of beer or wine for a small restaurant in the neighborhood business district.

Commissioner Anderson stated he feared dropping businesses into a residential neighborhood could change the character of the neighborhood.

Commissioner VanScoy indicated he appreciated the flexibility of the proposed zoning district and believed this would be a good tool for the City.

7. COMPREHENSIVE PLAN UPDATE ITEMS

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

8. COMMISSION / STAFF INPUT

8.01: Receive Staff Update

The Staff Update was noted.

8.02: Zoning Bulletins

Zoning Bulletins were noted.

8.03: July Planning Commission Meeting Date

Community Development Director Gladhill explained the July Planning Commission meeting has been rescheduled to Thursday, July 12, 2018.

9. ADJOURNMENT

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

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

The regular meeting of the Planning Commission adjourned at 9:24 p.m.

Respectfully submitted,

Tim Gladhill
Community Development Director

ATTEST:

JoAnn Shaw
Community Development Assistant

Drafted by Heidi Guenther
TimeSaver Off Site Secretarial, Inc.

**ECONOMIC DEVELOPMENT AUTHORITY
CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA**

The City of Ramsey Economic Development Authority (EDA) conducted a regular meeting on Thursday, June 14, 2018, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present: Chairperson Jim Steffen
 Member Brian Burandt
 Member Glen Hardin
 Member Dominic Kanaventi
 Member LeAnn Lambrecht (arrived at 7:32 a.m.)
 Member John LeTourneau
 Member Chris Riley

Members Absent: None

Also Present: Tim Gladhill, Community Development Director
 Kurt Ulrich, City Administrator

1. CALL TO ORDER

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

2. APPROVE AGENDA

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

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

3. APPROVE MINUTES

3.01: Approve Meeting Minutes Dated May 10, 2018

Motion by Member Riley, seconded by Member Hardin, to approve the May 10, 2018, minutes as presented.

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

4. EDA BUSINESS

4.01: Review Letter of Intent for Purchase of Property (PID #34-32-25-13-0005) 6710 Highway 10 NW Ramsey, MN (Portions may be closed to the public)

Member Lambrecht arrived at 7:32 a.m.

City Administrator Ulrich presented the staff report.

Dave Steinbring, Sterling Trophy, stated that they are a family owned and operated business that has been providing awards and engravings for over 19 years. He stated that they have evolved from just youth associations to major corporations and events. He reviewed some of the equipment the business has and noted that they have been in the location in Anoka for 15 years and have simply outgrown that space. He stated that they have been pursuing projects for the past 3.5 years in attempt to find a new location and would love to be a part of Ramsey's growth.

Chairperson Steffen asked why the applicant is attracted to this site.

Mr. Steinbring replied that they like the visibility that this site has. He noted that accessibility is also important and noted that he is not concerned with future access being provided by Riverdale Drive.

Chairperson Steffen asked for details on the timeline of the applicant.

Mr. Steinbring replied that they would like to be in the building by fall/winter of this year because they have significantly outgrown their current location. He stated that currently they have five employees and within the next ten years he would hope to have 10 employees.

Chairperson Steffen asked and received confirmation that the business, parking and stormwater facilities would only use half of the site. He asked if there are plans for the remainder of the site.

Mr. Steinbring stated that he would like to create as much square footage as possible. He noted that there are other complimentary businesses, such as apparel, that could fit well with his business.

Member Riley stated that this would be a great addition to the community and he would be interested in the redevelopment of this site, removing it from City ownership.

Member LeTourneau stated that he is also excited about the business coming to the community. He stated that the inventory for available lots for development in the community has been studied and programed. He noted that the offer price falls within the deal range and will assist in turning over properties ready for development and putting them back on the tax roll.

Chairperson Steffen received confirmation that the property has been vacant for over five years and has been on the active market for five years.

Member Burandt agreed that this is a great business and an offer within the deal range for a property that has remained vacant.

City Administrator Ulrich confirmed that the EDA is comfortable with the proposal and noted that staff will work out the details and bring a formal purchase agreement back to the EDA the following month.

4.02: Consider Extension to Purchase Agreement with Capstone Homes for Outlot C, Alpha Development

Community Development Director Gladhill presented the staff report.

Chairperson Steffen asked why the date was not originally pushed out.

Community Development Director Gladhill replied that the terms followed the standard template, noting that the phasing and timing was not fully known at that time. He stated that now that the timing and phasing is better understood, this can be considered.

Member Riley asked if this transaction would have to occur before Puma would be finished.

Community Development Director Gladhill confirmed that would be part of the plat process and Puma Street would be upgraded at that time.

Member Riley stated that it appears that no one is ready for the road extension at this time, the developer, or the City.

Community Development Director Gladhill confirmed that neither party is ready for Puma to be completed. He stated that the two existing sections will be improved this year, but the extension would not occur until the future time along with the development.

Member Hardin asked for information on the trees along Puma,

Community Development Director Gladhill referenced trees that had created a sightline issue for many years. He noted that the previous property owner was still farming the land and therefore the decision was made to delay the tree removal until development occurred. He stated that the tree removal was a City action and not on behalf of the developer.

Motion by Member Hardin, seconded by Member Burandt, to recommend to City Council to extend the Purchase Agreement by two years.

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

4.03: RCP Presentation: Restaurant Incubator Feasibility Study

Angelo Yuan stated that they have spent the last semester working with City staff on the restaurant incubator project.

Community Development Director Gladhill provided background information on the RCP program, noting that the students worked across many departments to provide ideas for the community.

Yuan stated that Ramsey is situated within 15 minutes of two existing restaurant nodes but noted that most of the options in those nodes are fast food options. He stated that north of Ramsey has limited access to the restaurant nodes. He stated that the market size for this area is 110 to 155 restaurants in total. He stated that the finalized report will be sent to the City within the next few weeks. He stated that 650 national incubators were survived, with response from about 25 incubators. He stated that it is very difficult for an incubator to make a profit. He stated that they have maps and visual representations that will be provided at a later date because of technical issues. He provided information on the market assessment for Ramsey, stating that the majority age group in Ramsey spends a large amount of money on food outside the home. He stated that there are attraction points within The COR which can draw people to the location and would benefit the market in general. He reviewed the market barriers including the Mississippi and Rum Rivers. He stated that people living on the other side of those rivers would have to travel through an established restaurant node before reaching Ramsey.

Saikat Banerjee provided information on market competition within a 15-minute drive from The COR. He stated that there were close to 342 restaurants within that radius. He stated that currently the densest nodes for restaurants would be Coon Rapids and Anoka. He provided details on the different categories of food service available in the nearby radius, noting that there is a lack of full service restaurants.

Yuan stated that overall there is opportunity for Ramsey to pursue an incubator. He reviewed the different options for an incubator including a local restaurant/caterer, food trucks, culinary school graduates, and co-packagers. He stated that they did survey food truck owners and although the results were limited, they were able to obtain very complete information on why the locations are chosen. He explained that food trucks choose their location based on food traffic and licensing abilities. He stated that a survey was also done of students and instructors at culinary schools, also getting a limited response. He noted that they were able to gather a list of potential equipment that would be needed.

Banerjee stated that a food incubator is a new concept, about one decade old. He stated that there are many types of food incubators. He noted that the key takeaway point from those surveyed include that there is a high capital start-up cost and it is difficult to make a profit. He stated that surveys of local restaurants were also done, in the hope that perhaps one of those would want to be a future tenant but noted that they received very limited response.

Yuan reviewed the short-term and long-term recommendations. He noted that the report would include the full list of information discussed today.

Community Development Director Gladhill noted that the City does not have any intention of building a brick and mortar incubator space, but this project has provided the City with talking points that could be used when talking with potential restaurant users and also when explaining the challenges of attracting a restaurant to residents of the community.

Member Kanaventi stated that if there is a market to support a large number of restaurants, he asked why a recent restaurant would then have closed within The COR.

Yuan replied that after looking at reviews and photographs they believe that perhaps the reason was due to operational errors.

Member Kanaventi asked the percentage of existing restaurants within the number that could be supported in the market.

Yuan replied that it is difficult to determine that ratio.

Community Development Director Gladhill explained that this information provides the City with a baseline of information and market leakage. He stated that this will allow the City to avoid duplication and attract the right users.

4.04: Restaurant Subsidy Program

Community Development Director Gladhill presented the staff report.

Motion by Chairperson Steffen, seconded by Member Riley, to recommend to City Council to approve the policies/programs related to recruiting new restaurants.

Further discussion: Member Riley stated that this is a huge goal and priority of the residents. He stated that these tools would not apply in full to every user but believed that it would be beneficial to give the City the highest number of tools possible. Member Hardin stated that he did not see anything listed in the policies regarding number of employees, wage of employees, or financial background data. He believed that staff should due some due diligence before providing funds. He noted that the term loan is used but was unsure if perhaps grant or award should be used in place of loan. He stated that he would want clarity before he could support the actions. Community Development Director Gladhill stated that perhaps some of the language is unclear without the actual application. He stated that he could add the language requiring a proforma. City Administrator Ulrich stated that language could be included stating that the applicant must display that they have secured financing. Member Riley referenced the water accessibility charge, which would be meant to ensure the business could be viable but noted that is tied to the real estate and an entity that would continue but would also help the user. Community Development Director Gladhill noted that underwriting costs are typically \$7,500, and therefore that would be an expense that may not be worth the return on the investment for this program. He stated that at the end of the day these are tied to the property, while restaurant users may come and go. Member Hardin disagreed. He stated that the City finance department has the capability to do the review. Chairperson Steffen stated that perhaps some of the financial information Member Hardin is looking for is included in the application. Member Hardin stated that he does not see any requirement for financial background information on the application. Community Development Director Gladhill noted that the policy could be revised to include the financial background information. He explained that the water connection program was used in the past and modeled after that previous policy. He noted that another policy was modeled after

an existing policy used by another municipality. Member Riley noted that the City has had the policy in the past. Community Development Director Gladhill confirmed the consensus of the EDA to add a financial proforma, resume, personal tax returns, and financial history would be desired. Chairperson Steffen noted that if the subsidy is being given to the real estate owner, he would be curious as to how that is being passed along to the user. He stated that the business welcome services are not financial in nature. He asked if those requirements would be desired for the sign and awning program or specific for the water connection fee. Chairperson Steffen noted that he would be less concerned with that because of the amount of subsidy. Member Hardin stated that he would like to see personal financial statement, resume, proforma. Member Riley believed that should be on a case by case basis. Chairperson Steffen noted that the current application that will be considered in the next case does not include that information. Community Development Director Gladhill noted that the applicant did provide some background information but the formal information that is being discussed now was not included. He stated that the restaurant was planning to open in mid-July and was unsure if this would change timing. City Administrator Ulrich noted that there is still a motion on the floor. He stated that delaying option one could be appropriate to add in some financial documentation. Chairperson Steffen asked and received confirmation that the other municipality that the City modeled the sign and awning language after does not require financial information. Member Burandt stated that perhaps it is fair to assume that by the time the business is requesting the sign and awning funds, they have already provided that financial information to a bank. He noted that the request is only \$1,500 and he would not require an applicant to provide a lot of financial information and redundancy. City Administrator Ulrich noted that the purpose of the sign and awning is aesthetic to make sure that the business looks nice. Member Hardin agreed that \$1,500 is not that much but believed that the City has fiduciary responsibility to review the documents. City Administrator Ulrich stated that perhaps for the sign and awning program there could simply be proof of financing from a bank provided. Member Hardin stated that he would be in agreement with that.

Chairperson Steffen withdrew the motion on the table.

Motion by Chairperson Steffen, seconded by Member Riley, to recommend to City Council to approve the sign and awning program with the addition of providing proof of financing.

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

4.05: Restaurant Subsidy Application: Kitchen Table

Community Development Director Gladhill presented the staff report.

Member LeTourneau asked if the City would have early review in terms of the style and placement or whether that would fall under the review of the Planning Commission.

Community Development Director Gladhill noted that review would be done administratively.

Member Hardin asked if there will be multiple colors allowed throughout The COR, or whether color scheme would be part of the review.

Community Development Director Gladhill stated that color is not part of the review and he would not recommend going into that level of restriction as a user typically has its own brand and coloring.

Member Hardin stated that in his opinion perhaps it would be helpful to have a policy to provide guidance for colors allowed within The COR.

Community Development Director Gladhill acknowledged that there are higher design standards within The COR, but color has not been dictated in terms of zoning or design. He stated that there could be discussion when tying the request to subsidy requests.

Member LeTourneau stated that the EDA does not work with design standards and perhaps those concerns could be brought to the Planning Commission. He suggested that it simply be a discussion and not something that would lead to future policy.

Member Hardin stated that his concern would be that there could be a hodgepodge of colors throughout The COR.

Member LeTourneau noted that sometimes there is concern with what we do not know and therefore the issue is more about consistency. He stated that there has been a lot of discussion with design standards and therefore perhaps there is something in place that would regulate.

Community Development Director Gladhill noted that colors of awnings are not discussed in the regulations.

Member Riley stated that this is the EDA and therefore colors of awnings is not a discussion this group should have. He stated that there is an administrative process that will review the design of awnings. He stated that the City government does not have a place in deciding what awnings should look like, only that they are safe and appropriate. He stated that the issue before the EDA is the subsidy request. He believed that the decision for color and awning would belong to the business owner.

Member Burandt stated that if an awning comes forward for review that was not appropriate, would it then be denied.

Community Development Director Gladhill stated that there is not regulation on the color of the awning and therefore staff cannot deny something just because they do not like it.

Chairperson Steffen stated that he is comfortable with the history and resume of the applicant. He was unsure if there is financing for the project involved.

Community Development Director Gladhill stated they will still ask for appropriate financial information.

Motion by Member Hardin, seconded by Member Burandt, to recommend to City Council approve the sign and awning assistance request from Kitchen Table.

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

4.06: Review Options for Expiring Contract with CBRE

Community Development Director Gladhill presented the staff report.

Motion by Chairperson Steffen, seconded by Member Kanaventi, to recommend to City Council extend the contract with CBRE on a month to month basis through December 31, 2018.

Further discussion: Member Hardin stated that he would like to see a plan in place for the end of the six months. Community Development Director Gladhill confirmed that staff agrees with that direction.

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

4.07: Update and Discussion Regarding NW COR Development Concepts

City Administrator Ulrich presented the staff report.

Chairperson Steffen asked for information on the price negotiation.

City Administrator Ulrich stated that there is still a 30 percent gap in the negotiations and the gap would need to be closed towards the City position.

Chairperson Steffen asked the direction of the Council following the joint meeting.

Member LeTourneau stated that he is unsure that the City has enough information to say yes or no. He stated that additional broad questions were asked in regard to site location and feedback was provided. He stated that now it is a matter of if the user would select this site and if the price can be negotiated. He stated that the Council is attempting to look at this on a policy standpoint of a business that would like to purchase land from the City and come into the community. He stated that the Council is continuing to listen about the appropriateness of the business in relation to other businesses. He believed that additional discussion will need to occur before decisions can be made. He stated that because there is a business that would like to come to Ramsey, they would like to continue the discussions.

Member Riley stated that the Council consensus was to continue to move forward, with some people hesitant.

Chairperson Steffen agreed with that position.

City Administrator Ulrich noted that the next step would be for staff to sit down with Aldi and the next step for the EDA would be to consider the purchase agreement when that moves forward.

Member Riley stated that from the EDA and City standpoint, the statement is made that the City is business friendly. He noted that the last hour was spent talking about a \$1,500 incentive and comments have been made that perhaps Aldi is not welcome. He stated that those may be some of the reasons that businesses are hesitant to come to Ramsey.

Member Hardin stated that an hour was not spent talking about a \$1,500 subsidy but the fiduciary responsibility of the City when writing policy.

Member Kanaventi stated that perhaps it would be helpful to remind the EDA of their purpose and the purpose of the Planning Commission as he does not want to waste time talking about matters that do not pertain to the EDA.

5. MEMBER / STAFF UPDATE

5.01: Business Retention and Expansion Update

City Administrator Ulrich reviewed the businesses that have been visited since the last meeting and provided a summary.

5.02: Receive Update on Ramsey Brewery; Case of Tim and Corrin O'Shaughnessy

Community Development Director Gladhill provided an update on the potential Ramsey Brewery. He stated that the case will work its way through the cycle if formally applied for this summer.

5.03: Other Updates

Community Development Director Gladhill noted that the Economic Development Manager posting closed this past week. He stated that staff will complete first interviews next week and will then complete second interviews. He stated that the intent would be to have the new employee hired by mid-July or early August.

Communications and Events Coordinator who will begin on June 23rd. He noted that the City will also be repairing the City of Ramsey sign at North Forks.

Member LeTourneau thanked the RCP members for being present today and completing the work that they did. He stated that he is excited about having access to the information and using the data to become a better community.

Chairperson Steffen welcomed the newest member of the EDA.

Member Lambrecht introduced herself and provided background information on her experience and career noting that she is excited to be a part of the group.

6. ADJOURNMENT

Motion by Member Burandt, seconded by Member Kanaventi, to adjourn the meeting.

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

The regular meeting of the Economic Development Authority adjourned at 9:26 a.m.

Respectfully submitted,

Kurtis G. Ulrich
City Administrator

ATTEST:

Tim Gladhill
Community Development Director

Draft by Amanda Staple
TimeSaver Off Site Secretarial, Inc.

**ENVIRONMENTAL POLICY BOARD
CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA**

On Monday, June 18, 2018, the Environmental Policy Board (EPB) met in the Council Chambers at the Ramsey Municipal Center, 7550 Sunwood Drive N.W., Ramsey, Minnesota.

Members Present: Chairperson Michael Valentine
 Board Member Reid Bernard
 Board Member Melissa Fetterley
 Board Member Michael Hiatt
 Board Member Michael Madison
 Board Member Laura Moore

Members Absent: Board Member Jane Covart

Also Present: City Planner Chris Anderson
 City Planning Intern Peggy Sue Imihy
 Acting Mayor John LeTourneau

1. CALL TO ORDER

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

2. CITIZEN INPUT

None.

3. APPROVE AGENDA

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

Motion carried. Voting Yes: Chairperson Valentine, Board Member Hiatt, Bernard, Fetterley, Madison, and Moore. Voting No: None. Absent: Board Member Covart.

4. APPROVE MINUTES

4.01: Approve Meeting Minutes Dated May 21, 2018

Motion by Board Member Bernard and seconded by Board Member Fetterley to approve the regular meeting minutes dated May 21, 2018.

Motion carried. Voting Yes: Chairperson Valentine, Board Member Bernard, Fetterley, Hiatt, Madison, and Moore. Voting No: None. Absent: Board Member Covart.

5. POLICY BOARD BUSINESS

5.01: Consider Variance Request to Place a Detached Accessory Building within the Required Setback from the Ordinary High Water Mark of the Rum River at 15795 Juniper Ridge Drive NW (Project No. 18-123); Case of Rick and Diane Farrell

City Planner Anderson presented the staff report. He explained that the City has received an application from Rick and Diane Farrell for a variance to construct a detached accessory building within the required setback from the Rum River on the property located at 15795 Juniper Ridge Drive NW. He recommended approval of the requested variance conditioned upon the applicant moving the location of the shed so that it is in line with the front wall of the home on the subject property. He noted that while this may be more visible from the road, it certainly increases the setback from the OHW closer to about 120 feet. He noted that this also appears to essentially eliminate the need for removing any existing trees and ensures that the shed is not within the Scenic Easement.

Board Member Moore stated that it appears to be something already in the location proposed by staff.

City Planning Intern Imihy replied that each variance must be considered on its own merit and therefore even though the neighbor has a building in that location, this request must be considered separately. She stated that in the proposed location on this property would simply be some landscaping materials.

Board Member Fetterley asked the number of trees that would be removed.

City Planning Intern Imihy replied that the proposed structure is a one car garage. She stated that a tree inventory has not yet been done to determine the number of trees that would be removed, or the number of those that are dead.

Acting Mayor LeTourneau asked if the applicant would be required to comply with the tree preservation ordinance.

City Planner Anderson stated that if the tree preservation standards are applied to the lot, the applicant would not exceed the removal thresholds that would require replanting. He stated that if there is a deviation from code, a reasonable condition could be to require additional native plantings.

Board Member Hiatt asked if there has been any feedback from the neighbors.

City Planning Intern Imihy stated that there will be a public hearing as part of the variance review, which will occur at the Planning Commission meeting.

City Planner Anderson stated that notification has not yet been sent to those within 350 feet of the project boundary for the July 12th Planning Commission. He stated that comments have not yet been received because the issue has not yet been noticed.

Acting Mayor LeTourneau asked for input on the purpose of the EPB reviewing this. He stated that in his opinion the Planning Commission would have more input on the variance while the

focus of the EPB would be on the potential impact to the Scenic Overlay District, tree removal, and bank stabilization.

Board Member Hiatt commented that it appears that the property owner is more concerned with visibility from the road while the policy addresses the view from the river. He believed that the Board should support protection of the scenic view from the river and therefore would support the first or second alternatives proposed in the staff report.

Chairperson Valentine agreed and noted that it appears that the Board would like to help preserve/restore the property landscaping in an attempt to prevent erosion.

City Planner Anderson stated that moving the structure forward on the property would provide additional space for infiltration before stormwater enters the river. He stated that the concern is with the existing natural vegetation which plays a role in maintaining the bank integrity. He noted that there will be soil disturbance and removal of plants. He stated that there are other open space areas on the property that would not require removal of vegetation and that would provide sufficient space for infiltration. He stated that this would add impervious surface and therefore there is an opportunity to provide a condition that a number of plantings accompany the request. He stated that the use of gutters and rain barrels would also help to prevent erosion. He believed that moving the structure forward would minimize disturbance.

Motion by Board Member Hiatt and seconded by Board Member Fetterley to recommend approval of the requested variance conditioned upon the applicant moving the location of the shed so that it is no closer to the OHW than the rear wall of the home on the subject property.

Further discussion: Acting Mayor LeTourneau stated that in his observation the homeowner appears to have a high level of concern of their property and has done a good job maintaining the natural state. He stated that the homeowner has also asked for the opinion of the City in this matter, which he appreciates. He noted that this recommendation supports the least amount of environmental impact and protection of the scenic viewshed of the river. City Planner Anderson clarified the motion that was made via alternative two in the staff report. Board Member Hiatt stated that his intention was to support alternative one.

Board Member Hiatt rescinded the motion, seconded by Board Member Fetterley.

Motion by Board Member Hiatt and seconded by Board Member Fetterley to recommend approval of the requested variance conditioned upon the applicant moving the location of the shed so that it is in line with the front wall of the home on the subject property.

Motion carried. Voting Yes: Chairperson Valentine, Board Member Hiatt, Fetterley, Bernard, Madison, and Moore. Voting No: None. Absent: Board Member Covart.

5.02: Update on Cooperative Weed Management Partnership

City Planner Anderson presented the staff report. He stated that City staff has been attending meetings coordinated by the Anoka County Conservation District (ACD) regarding a Cooperative Weed Management Area (CWMA) Partnership to address invasive and noxious weeds within the county. He stated that there are several points of emphasis for this partnership including mapping

locations of noxious weeds, better coordination of public education efforts, and potential access to grant funds by private property owners for noxious weed control. He stated that participation in the CWMA does require execution of a Memorandum of Understanding (MOU), which is a non-binding agreement that outlines the five main goals: information exchange, education, prevention, noxious weed control, and cooperation. He recommended that the Board recommend that the City Council authorize execution of the MOU for Ramsey to officially join the Anoka County Weed Management Area Partnership. The MOU does not obligate the City to do anything and provides Ramsey residents with potential access to grant funds to address noxious weeds on private land. The ACD would act as the grant administrator, thus this does not add any additional responsibility on City staff. He noted that the spirit of the partnership is to encourage information sharing, public education, and enhanced control of noxious weeds, which can have detrimental health impacts.

Chairperson Valentine asked for an update on the additional resources that this may require of staff.

City Planner Anderson replied that perhaps .25 FTE but noted that he already acts in this role and therefore this will not be additional work as he already completes this work. He stated that the additional activity would be for him to forward the information to the Conservation District, who would then visit the site, map the information, and conduct treatment.

Chairperson Valentine commented that this is a terrific program and just wanted to make sure that this would not be additional work for staff.

Acting Mayor LeTourneau asked for additional information comparing the current process today and the process that would occur under the MOU.

City Planner Anderson explained that this would open the door for the potential access to grant funds. He noted that the total grant is \$20,000 and therefore will not solve all the issues. He stated that property owners would have an opportunity to apply in a competitive atmosphere to address noxious weed on their property. He stated that otherwise the process would not be different. He explained that the grant would be for a cost-share where the homeowner would pay for the removal and then could potentially be reimbursed for a portion of the cost. He stated that this would also bring in cooperation and information sharing between the communities, as plants do not know municipal boundaries.

Motion by Chairperson Valentine and seconded by Board Member Hiatt to recommend that City Council authorize execution of the MOU to participate in the Anoka County Cooperative Weed Management Area Partnership.

Motion carried. Voting Yes: Chairperson Valentine, Board Member Hiatt, Bernard, Fetterley, Madison, and Moore. Voting No: None. Absent: Board Member Covart.

6. BOARD / STAFF INPUT

Chairperson Valentine welcomed the newest member of the EPB and asked the new member to introduce himself.

Board Member Madison introduced himself and stated that he is excited to be a part of the Board and to be involved in the community.

City Planner Anderson stated that he met with ACE Solid Waste today to talk about recycling. He stated that there are some changes occurring that have impacts on recycling and provided an update. He stated that he will continue to follow the issue and provide updates to the Board.

Board Member Hiatt noted that he and Board Member Moore attended the tree survey training and complimented staff for a well-organized event. He stated that it was a fun experience and he looks forward to being a part of the survey.

City Planner Anderson stated that there will be two more training events, in the middle of July and again in August, for those residents that would still like to participate.

7. ADJOURNMENT

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

The meeting adjourned at 7:52 p.m.

Respectfully submitted,

Chris Anderson
City Planner

ATTEST:

JoAnn Shaw
Community Development Secretary

Drafted by Amanda Staple
TimeSaver Off Site Secretarial, Inc.

CC Regular Session

4. 3.

Meeting Date: 07/24/2018

By: Colleen Lasher, Administrative Services

Information

Title

Approve the Following Meeting Minutes:

1. City Council Work Session dated 7/10/2018
2. City Council Regular dated 7/10/2018

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 7/10/2018
2. City Council Regular dated 7/10/2018

Attachments

CCWS

CCRegular

Form Review

Inbox

Kurt Ulrich

Tim Gladhill

Form Started By: Colleen Lasher

Final Approval Date: 07/18/2018

Reviewed By

Kathy Schmitz

Tim Gladhill

Date

07/17/2018 10:38 AM

07/18/2018 03:10 PM

Started On: 07/16/2018 08:05 AM

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

The Ramsey City Council conducted a City Council Work Session on Tuesday, July 10, 2018, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

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

Also Present: City Administrator Kurtis Ulrich
 Finance Director Diana Lund
 Fire Chief Matt Kohner
 Police Chief Jeff Katers
 Parks and Assistant Public Works Superintendent Mark Riverblood
 Public Works Superintendent Grant Riemer
 Administrative Services Director Colleen Lasher
 Community Development Director Timothy Gladhill
 City Engineer Bruce Westby
 Communications and Event Specialist Megan Thorstad
 Planning Intern PeggySue Imihy
 City Planner Chloe McGuire Brigl

1. CALL TO ORDER

Acting Mayor LeTourneau called the City Council Work Session to order at 5:35 p.m.

2. TOPICS FOR DISCUSSION

2.01: Begin 2019 Budget Discussions

Acting Mayor LeTourneau explained that he asked staff to do things a bit differently this year and develop a presentation that will help the Council to see things from a broader angle rather than focused solely on numbers.

City Administrator Ulrich provided an overview of how the discussion will be guided tonight to begin the budget discussions and reviewed the staff report.

Finance Director Lund reviewed the major factors that will influence the 2019 budget expenses.

Acting Mayor LeTourneau noted that now he Council will receive a list of high priority items for the budget, noting that the lower priority items will show how the City can support the continued

growth of the community. He stated that not all of the items need to appear in the budget but would be on the table for discussion.

City Administrator Ulrich noted that the Council will now receive short, high level presentations from each of the departments regarding staffing.

City Engineer Westby thanked the Council for approving the part-time administrative assistant position for his department last year, noting that the additional help has contributed significantly to his department. He noted that the position was approved for part-time and has functioned in that capacity for six months. He stated that based on the performance, skills and abilities of the employee, he can see a lot of other duties that could be delegated to the employee and therefore is asking that the position be increased from part-time to full-time. He noted that there has been a phased retirement of another employee in his department, with that employee reducing to part-time and therefore this additional time for the administrative assistant would continue to allow delegation to her with the other engineering employees then able to focus on larger tasks. He reviewed some of the tasks that the administrative assistant currently handles as well as tasks that she could assist with in the future should the increase to full-time be approved. He stated that the additional hours would allow engineering to work more efficiently and respond to tasks and customer service requests in a more timely manner.

Councilmember Kuzma asked for details on the phased retirement position and its impact on the budget.

City Engineer Westby stated that the employee began phased retirement in July 2017 and therefore has already been accounted for in the budget process.

Acting Mayor LeTourneau noted that it appears that there has been a lot more value added to the organization because of the skill set of the engineering administrative assistant than originally anticipated.

Fire Chief Kohner stated that firefighter staffing levels has not increased since 2004 and there has been a steady increase for calls for service and therefore he is asking for one additional firefighter. He noted that about 50 percent of the calls are daytime calls and it is becoming harder to find paid on-call firefighters that can respond during the day. He stated that because he is responding to daytime calls, he is not able to fully focus on his operational duties. He stated that when not responding to daytime calls, the firefighter would complete code compliance inspections. He stated that the neighboring communities have a lower number of calls, lower growth rate and yet have a higher number of employees. He stated that the position will align with three of the City's strategic initiatives.

Parks and Assistant Public Works Superintendent Riverblood stated that he is requesting a full-time recreation specialist. He provided background information on the strategic goal of creating a robust opportunity for recreational programming and the City's progress since that time. He stated that in 2017 the City had an intern that was focused on recreational programming, which was a great assistance. He stated that the department made a request for the position the previous year that was not approved. He noted that the department has two recreational interns this year and

estimated that there has been a minimum of 40 hours of staff time spent thus far bringing those interns up and running. He stated that the process of using interns is not efficient because of the staff time spent bringing those interns up to speed and the short time the City has access to those interns, as they only stay for eight to ten weeks. He reviewed some of the tasks that the department has but is not able to complete in a timely manner because of a lack of staff. He stated that if the recreation specialist is not added, he would recommend scaling back dramatically on the park programming to allow him to focus on the other higher priority tasks for the parks department.

Police Chief Katers stated that there has been an increase in calls for service based on the actual growth with an anticipated continued growth of the community. He stated that he is asking for two full-time patrol officers to allow the department to continue to provide a high level of service to the community. He stated that if the positions are not approved, he would need to reallocate staff that currently participate in community programming and other tasks. He stated that there has been growth in all areas of the community and all of those different areas make calls for police service. He stated that the department runs very efficiently and are good stewards of the tax payer dollars but noted that makes it difficult when an employee is on leave for military duty or illness. He stated that Ramsey has the lowest police operating cost of any community in Anoka County.

Public Works Superintendent Riemer stated that 2016 was the last time a staffing request was made. He stated that in 2016 there were 510 requests for service and currently, year to date, in the past six months there have already been 523 requests. He stated that the department is running behind, and the community continues to grow. He stated that his department is running out of employees to respond to calls and requests and continues to fall behind. He stated that his other request would be to move a parks maintenance worker to parks lead, which would be a position reclassification. He stated that this person would handle the part-time seasonal employees and rink attendants. He noted that the reclassification would free up the parks supervisor to focus on larger tasks for the department.

City Administrator Ulrich reviewed some of the options that are available to contain costs.

Councilmember Riley asked if the health insurance rate has been given to the City or whether that is estimated.

Human Resources Director Lasher stated that the health insurance rate has been given to the City.

City Administrator Ulrich noted that the negotiable part of that element would be the amount the City contributes.

Councilmember Kuzma stated that every year that he has been on the Council there has been increases to every employee for salary. He stated that while he acknowledges that the requests from the departments for staffing are needed and accurate, he would ask that the City negotiate through the contracts in 2019. He suggested that perhaps the COLA increase not be given in 2019 in return for approving the additional staff positions. He stated that the workforce has not participated in supporting the additional positions and perhaps this is the time to ask for that help.

Councilmember Riley stated that he pushes each year for something of that nature. He stated that he would support an increase but not to the requested level.

Acting Mayor LeTourneau received consensus from the Council to perhaps develop another method for COLA that is not quite the requested amount.

Administrative Services Director Lasher stated that there are always comparisons and if the City falls behind on what others are paying there can be a catch-up effect. She stated that it is difficult to negotiate a contract for lesser than what others are paying and noted that recruitment is also difficult.

Finance Director Lund stated that the police have binding arbitration and therefore if neighboring communities are offering 2.75, Ramsey will get that in their negotiation too.

Acting Mayor LeTourneau stated that while he would support a possible lower level for COLA, he also is glad to have the additional background information. He asked that staff provide additional information for discussion at the next meeting showing the budget differences and impacts.

Councilmember Johns stated that there should be a package effect with the healthcare. She noted that healthcare is a much bigger increase and therefore if there is a COLA of 2.75, then perhaps more of the health insurance costs are passed on to the employees.

Councilmember Kuzma asked for details on the level of funding that the City provides for health insurance.

Administrative Services Director Lasher provided additional details on the current City funding for employee health insurance.

Councilmember Kuzma stated that perhaps that cost could be shared more with employees. He noted that in the private sector that cost is being adjusted more towards the employee.

Councilmember Johns stated that rather than discussing COLA and health insurance as separate line items, she would request that those two items be bundled together as part of the employee compensation package.

Finance Director Lund stated that if the current City funding of health insurance is kept, the full 12.7 percent would be the City's cost. She stated that contract negotiations will not be done before the budget process is complete.

Councilmember Shryock asked and received confirmation that the union negotiations do not cover all City employees.

Administrative Services Director Lasher stated that there are four unions within the City and there are also non-union employees. She noted that the attempt has been to keep those salaries very

close to avoid conflict. She stated that the City is part of a consortium to negotiate for health insurance and other benefits.

Councilmember Shryock stated that at some time she would like additional information on the trails system, similar to the rating system for the roads and long-term maintenance planning.

Councilmember Kuzma asked if that could be funded through park trust fund or public revolving fund.

Finance Director Lund replied that 2019 would be the first year that element would be included in the general fund. She stated that the park trust fund currently has about \$590,000 and if the cost for trail maintenance is \$50,000, that would only cover ten years of maintenance and would not include the additional park maintenance needs.

Acting Mayor LeTourneau asked if the Council is in favor of removing the cost from the levy temporarily and continuing discussions in the future.

Councilmember Johns stated that there has to be a plan for the trail maintenance, similar to road maintenance. She stated that she would prefer to spend the time to do the plan right and that should be a priority for the year. She stated that unless numbers have been prepared, the work would not need to begin in 2019.

Parks and Assistant Public Works Superintendent Riverblood stated that the condition of the trails has been inventoried already. He stated that the needs and overall costs are known, the existing funding levels are simply outstripped by the needs. He stated that the funding request has been made in attempt to stay on top of the maintenance needs.

Acting Mayor LeTourneau confirmed the consensus of the Council to keep the trail paving maintenance item in the budget for further discussion.

Parks and Assistant Public Works Superintendent Riverblood provided background information on the previous funding for trail maintenance, noting that in 2018, \$50,000 was included in the trail maintenance line item.

Finance Director Lund explained that the park trust fund cannot be used for maintenance. She stated that she will provide additional information on the impact to the levy and another choice, showing if the capital maintenance fund is used.

Councilmember Shryock stated that grant funds have been received in the past and it would be important to know in the future if there are maintenance needs specified in return for receiving the funds.

City Administrator Ulrich provided background information on the Alexandria House, which works with the police department to provide a place of refuge for those that have been abused. He stated that the City has contributed \$5,000 annually for the past ten years. He stated that the United

Way funding decrease for Alexandria House has hit the organization hard. He explained that the proposed increase is based on the usage of the organization by Ramsey residents.

Councilmember Riley suggested a smaller increase than asked of maybe \$5,000 to \$10,000.

Councilmember Kuzma agreed. He asked if the County is also participating.

City Administrator Ulrich agreed that the County has also been asked for an increase.

Finance Director Lund asked for input on the health insurance costs.

Administrative Services Director Lasher stated that there are four unions, and non-union employees, and negotiations have not yet begun. She stated that she would like to leave the COLA at 2.75 percent because she is not sure how the negotiations will go.

Councilmember Kuzma asked and received confirmation that the previous year there was a savings to the health insurance cost that was shared with employees.

Councilmember Riley stated that he is not okay with a COLA of 2.75 percent and would support 1.85 percent. He stated that the previous year the savings from the health insurance were saved and noted that he would like to see a similar strategy on how the additional cost could be shared.

Councilmember Kuzma stated that he would support two percent and would agree with Councilmember Riley,

Councilmember Shryock stated that the Council can say 1.8 percent but that does not allow for negotiation. She asked for additional details on the how the negotiation process works.

City Administrator Ulrich stated that if the desire of the Council is 1.8 that would be put on the table and determine how they could get there. He stated that the direction he is getting is that salary and benefits be looked at as a package. He stated that staff can bring back information on the budget impact difference between 1.8 percent and 2.75 percent. He noted that part of the negotiation process includes non-monetary items.

Councilmember Kuzma asked the ramifications of a wage freeze.

City Administrator Ulrich stated that the wage freeze was used during the recession. He noted that there is binding arbitration in the police contract and potential fall back from other unions could be strike or other ramifications. He stated that also creates ill will. He noted that if the City keeps giving lower than other communities, it puts the City at a disadvantage.

Councilmember Shryock stated that she likes viewing wages and benefits as a whole package. She stated that while she would prefer two percent COLA over 2.75, she would like to focus more on wages and health insurance being a package.

City Administrator Ulrich confirmed the consensus of the Council to look further into CPI for wages and viewing wages and insurance as a whole package.

Acting Mayor LeTourneau stated that he is sensitive that people are the biggest asset that the City has, and this could be creating additional stress on that asset. He stated that he would be more interested in the actual monetary difference between 2 percent and 2.75 percent. He noted that the City could then determine where that cost difference could be made up in the budget in another area.

Councilmember Riley stated that a COLA should be measured and 2.75 percent cannot be measured.

Acting Mayor LeTourneau noted that is market driven.

Councilmember Riley stated that he appreciates the presentations on staffing and would like to see a prioritization of the positions requested. He stated that in his opinion not all the staffing requests can be granted and therefore prioritization will be important.

Councilmember Shryock stated that it would be helpful to have direction from residents on an area of need.

Councilmember Johns agreed that perhaps if an area of service is identified on the resident survey.

Acting Mayor LeTourneau noted that the department heads are using the matrix and are at a tipping point of not being able to provide the previous level of service. He stated that if the position is not approved, the Council will then need to decide where it would like to decrease the level of service because of the increased demands from the growing community. He stated that the community continues to grow, and staff is not able to stay on pace. He asked staff to do some number crunching and provide history on the levy. He stated that the levy has been somewhat stable for the last ten years and would like to open a conversation on how those numbers can be interpreted.

Finance Director Lund stated that people tend to focus on the last few years and not ten years.

Acting Mayor LeTourneau stated that looking back further allows the community to see that the City is accurately managing the taxpayer funds.

City Administrator Ulrich stated that one of the routine exercises is to look five years forward and perhaps the be done backward as well to provide levy and budget history.

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 6:59 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, July 10, 2018, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

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

Members Absent: None

Also Present: City Administrator Kurtis Ulrich
 Police Chief Jeff Katers
 Human Resources Manager Colleen Lasher
 Community Development Director Timothy Gladhill
 City Engineer Bruce Westby
 Parks and Assistant Public Works Superintendent Mark Riverblood

1. CALL TO ORDER

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

2. PRESENTATION

None.

3. CITIZEN INPUT

None.

4. CONSENT AGENDA

Acting Mayor LeTourneau noted that it has been requested that Item 4.10 be moved to the regular agenda.

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

4.01: Receive Cash and Investments for Period Ending June 30, 2018

- 4.02: Approve the following Meeting Minutes:
 - 1) City Council Work Session dated June 26, 2018
 - 2) City Council Regular dated June 26, 2018
- 4.03: Approve Licenses
- 4.04: Adopt Resolution #18-137 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of June 21, 2018 through July 3, 2018
- 4.05: Adopt Resolution #18-127 Appointing Election Judges for the Primary Election on August 14, 2018
- 4.06: Adopt Resolution #18-134 to Enter into Memorandum of Understanding for Anoka County Cooperative Weed Management Area Partnership
- 4.07: Adopt Resolution #18-135 Releasing the Property at 8390 Riverdale Drive NW from the Alpaca Estates 4th Addition Development Agreement; Case of Shorewood RV
- 4.08: Adopt Resolution #18-140 Extending Contract with CBRE for Commercial Real Estate Brokerage Services
- 4.09: Adopt Resolution #18-141 Approving Extension to Purchase Agreement with Capstone Homes for Outlot C, Alpha Development
- ~~4.10: Adopt Resolution #18-142 Approving Final Versions of Agreements Affiliated with Affinity at Ramsey, Case of Inland Group~~ This item was removed from the Consent Agenda and considered as Item 7.05
- 4.11: Adopt Resolution #18-133 to Fill the Vacant Part-Time Economic Development Administrative Assistant Position
- 4.12: Report from the Public Works Committee Meeting dated June 19, 2018:
 - 1) Consider Stop Sign Installation at Garnet Street and 169th Lane – *Ratify the recommendation of the Public Works Committee to accept the staff recommendation to not install additional stop signs at 169th Lane/Garnet Street based on the traffic counts, visibility, and accident history.*
 - 2) Consider Speed Study Request for Ramsey Boulevard between Bunker Lake Boulevard and Sunwood Drive – *Ratify the recommendation of the Public Works Committee to deny to file a request with Anoka County to perform a speed study on Ramsey Boulevard between Bunker Lake Boulevard and Sunwood Drive.*
 - 3) Consider Replacing 20+ Year Old Pergola and Park Shelter Roof at Emerald Pond Park – *Ratify the recommendation of the Public Works Committee to approve replacement of the pergola and roof shelter at Emerald Pond Park as discussed, at a not to exceed cost of \$45,000 from the Capital Maintenance Fund.*

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

5. APPROVE AGENDA

Acting Mayor LeTourneau noted that Consent Agenda Item 4.10 has been moved to be considered as Item 7.05. He requested that agenda Item 7.03 be moved to be considered as Item 7.00.

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

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

City Administrator Ulrich noted that the City Charter requires four affirmative votes to pass an action and therefore even though a vote may appear to pass in favor, actions must receive four affirmative votes to pass.

6. PUBLIC HEARING

6.01: Public Hearing to Consider Approval of an On-Sale, Patio, and Sunday Liquor License for LLBatsche LLC, dba Kitchen Table located in the City of Ramsey at 7533 Sunwood Drive NW, Suite 110

Presentation

Community Development Director Gladhill reviewed the staff report and recommendation to approve the on-sale, patio and Sunday liquor license for LLBatsche dba Kitchen Table.

Public Hearing

Motion by Councilmember Riley, seconded by Councilmember Johns, to open the public hearing at 7:10 p.m.

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

Citizen Input

Linnea Batsche stated that she has always had a dream to have her own restaurant and has been in the industry for 15 years. She stated that her business will be a bistro which will provide some variety to the current offerings in the community. She stated that she currently lives in Anoka and is excited to be a part of Ramsey, which is an up and coming community.

Councilmember Kuzma asked the anticipated opening date.

Ms. Batsche replied that the scheduled date is July 23rd, dependent upon the upcoming health inspection.

Councilmember Riley asked for additional input on the patio use.

Ms. Batsche replied that currently there are about four tables which would hold 12 to 16 people. She stated that in the future changes may be made to seating. She stated that all servers would be aged 18 or over and would be trained on the serving of alcohol. She noted that they are hoping to have a gate and fence to contain the patio service area.

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

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

The public hearing was closed at 7:14 p.m.

Council Business

Councilmember Riley stated that Police Chief Katers conducted his background check and review, noting that there were no issues identified. He stated that he is excited to welcome a new business to the community.

Motion by Councilmember Riley, seconded by Councilmember Kuzma, to approve an on-sale, patio, and Sunday liquor license for LLBatsche dba Kitchen Table.

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

7. COUNCIL BUSINESS

7.00: Consider Professional Services Contract Extension for the Tinklenberg Group (Previously Agenda Item 7.03)

City Administrator Ulrich reviewed the staff report and recommendation to consider the proposed contract extension with the Tinklenberg Group for 12 months, through June 30, 2019. He noted that the alternative direction the Council may take includes shortening the term of the contract, not approving the contract, or seeking other proposals. He noted that either of those alternatives would result in a loss of momentum toward accomplishment of the stated goals and therefore recommended continuation of the contract.

Councilmember Kuzma stated that the City has been using a six-month contract and suggested that the City continue to do a six-month contract at \$3,300 per month. He noted that a clause could be added allowing renewal of the next six months.

Councilmember Riley stated that while he likes the option, the next six months does not include the legislative session which is when the most action is needed. He explained that the 12-month contract averages the lower and higher rate months to provide a steady rate each month.

Acting Mayor LeTourneau asked for additional input on a 12-month calendar and the work that occurs during the non-legislative session months.

Elwin Tinklenberg stated that this year will be different because a significant amount of the work this summer and fall uses some of the money that has been gotten the past few years. He stated that the City will be working with the Bolton & Menk consultants and looking at options with

MnDOT to determine incremental improvements and development of the plan which leads to the 2019 session. He stated that there is a lot of time spent with legislators prior to the session, as that is when fundraising occurs and there is an openness to discussion of issues of priority for the City. He explained that what happens in the session is built on the work that occurs prior to the session opening. He stated that if you have not provided the base of information prior to the session starting, it can be difficult to get your message across.

Councilmember Shryock stated that this has been a productive partnership and the City has received consistent updates. She stated that given the current status with Highway 10, she believes that the momentum needs to continue in order to move in the right direction.

Acting Mayor LeTourneau stated that the Highway 10 Coalition meets regularly with Mr. Tinklenberg to discuss the next steps, planning elements, sensitivity to the corridor and project planning, and improvements that prepare for the big picture. He stated that in terms of a return in investment, the City has received nearly \$3,000,000 in return for their investment with Mr. Tinklenberg.

Mr. Tinklenberg stated that there is a lot happening and this is going to be an exciting time in the next five years. He stated that the decisions that are moving forward in regard to Highway 10 are exciting and will blend in well with the development activity and interest. He stated that it will be important to get the community along the corridor prepared for those improvements.

Acting Mayor LeTourneau stated that the City talks about being shovel ready so that there are not delays when the project is approved. He noted that a lot of that work can be done ahead of time and the work with Mr. Tinklenberg has allowed the City to have access to funds to plan for the different interchanges.

Motion by Councilmember Johns, seconded by Councilmember Shryock, to approve extending the contract with The Tinklenberg Group for another 12 months, through June 30, 2019.

Further discussion: Councilmember Kuzma stated that he would still like to have language included that would give the City the option to opt out after six months.

Motion carried. Voting Yes: Acting Mayor LeTourneau, Councilmembers Johns, Shryock, and Riley. Voting No: Councilmember Kuzma.

7.01: Consider Adopting Resolution #18-138 Establishing Restaurant Awning Assistance Program

Community Development Director Gladhill reviewed the staff report and recommendation from the EDA to approve the Restaurant Awning Assistance Program as part of the Restaurant Subsidy Program. He noted that the EDA requested proof of financing as part of the application review process. He noted that the EDA also requested that the Planning Commission consider a policy to define the appropriate color palettes for these applications, which will be part of a separate future policy discussion.

Councilmember Riley stated that the EDA and the City have heard numerous request from residents on their desire for restaurants. He noted that at \$1,500 this is a small request that would help to improve the aesthetic of a business and show that the community is business friendly.

Councilmember Shryock asked for details on how a business could apply for this program.

Community Development Director Gladhill noted that there is an application process, demonstrating that the business would meet the minimum requirements. He noted that this would be for new businesses and existing businesses would not qualify.

Motion by Councilmember Riley, seconded by Councilmember Johns, to Adopt Resolution #18-138 Establishing a Restaurant Awning Assistance Program.

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

7.02: Consider Adopting Resolution #18-139 Approving Restaurant Subsidy Application for Awning Replacement: Kitchen Table

Community Development Director Gladhill reviewed the staff report and recommendation from the EDA to approve the Sign and Awning Program Application for Kitchen Table restaurant. He noted that while the request is for \$1,500, the total cost for the awning replacement exceeds \$6,000, therefore this subsidy does not fully fund the improvement. He stated that the replacement has already been done, therefore this would be retroactive; noting that the Council is not obligated to approve the request. He stated that the EDA recommended approval of the request with the condition that proof of financing be provided. He stated that he spoke with the lender today to confirm the funding but did not receive the email prior to the meeting today. He stated that the risk to the City is low and the Council could approve the request contingent upon the proof of financing being provided.

Councilmember Riley stated that the EDA did feel that there is fiduciary duty of the City to ensure that financing has been secured for projects that apply. He stated that based on that direction he would be comfortable that the City staff has discussed this and make approval contingent upon receipt of a signed letter from the lender.

Acting Mayor LeTourneau stated that in regard to the discussion of design, he liked the comment of the EDA that in the future the design should be reviewed in some manner by the Planning Commission.

Motion by Councilmember Riley, seconded by Councilmember Shryock, to Adopt Resolution #18-139 Approving a Restaurant Awning Assistance for Kitchen Table, contingent upon receipt of a signed letter from the lender showing proof of financing.

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

~~7.03: Consider Professional Services Contract Extension for the Tinklenberg Group~~ This item moved to be considered as agenda Item 7.00.

7.04: Consider Authorization for the Submission for a Grant Application to Metropolitan Council for the Mississippi Skyway

Parks and Assistant Public Works Superintendent Riverblood reviewed the staff report and recommendation to apply for approximately \$3,240,000 in Federal funding through the Metropolitan Council's Regional Solicitation grant program, due July 13, 2018. He noted that this funding opportunity would not occur again until 2020.

Councilmember Kuzma asked how a bicyclist could go down the other side.

Parks and Assistant Public Works Superintendent Riverblood provided the options for cyclists which would include riding on the ramp, walking bicycles down the stairs, or using the elevator. He noted that this would also be a rail station improvement.

Motion by Councilmember Kuzma, seconded by Councilmember Johns, to authorize/not authorize the application of approximately \$3,240,000 in Federal funding through Metropolitan Council's Regional Solicitation grant program for the Mississippi Skyway.

Further discussion: Councilmember Riley stated that he has opposed this project in the past and will continue to do so. Acting Mayor LeTourneau stated that in the past the Council has stated that this would be a great project but would not want to spend tax payer dollars on the project and therefore has directed staff to apply for outside funds. Parks and Assistant Public Works Superintendent Riverblood confirmed that the City has received outside funding for the development of the plans and the touchdown pad on other side of the highway. He stated that the National Parks Service has also seen the value in the project and contributed to this being a shovel ready project. He believed that the progress would place the City in a favorable position for the funding. Councilmember Shryock recognized the different partnerships and funding sources, acknowledging that this project is valuable in different ways. She stated that this project would take advantage of potential outside funding sources. She commended staff for coordinating multiple funding sources to address the concern the Council has had with the funding of the project in the past. Matt Kuker, PSD, stated that his company donated the touchdown pad as they believe this would be a benefit to the City. He stated that if the City built this pedestrian bridge that would attract additional development opportunities. He noted that this would also provide opportunities for people to walk to the businesses in The COR.

Motion carried. Voting Yes: Acting Mayor LeTourneau, Councilmembers Kuzma, Johns, and Shryock. Voting No: Councilmember Riley.

7.05: Adopt Resolution #18-142 Approving Final Versions of Agreements Affiliated with Affinity at Ramsey, Case of Inland Group (Previously Agenda Item 4.10)

Community Development Director Gladhill reviewed the staff report and recommendation to approve the revised agreements. He noted that the EDA has previously recommended approval

of the sale of property and the Planning Commission previously recommended approval of the site plan. He noted that the item was removed from the Consent Agenda because of changes made to the Right of Re-Entry Agreement and provided additional details. He stated that the document was reviewed with the City Attorney and he is comfortable with the agreement with the penalty thresholds. He stated that staff has a high level of confidence that the project will begin construction before the end of the month.

Councilmember Kuzma stated that personally he believes this will move forward. He asked the timeline for the penalties.

Community Development Director Gladhill stated that if a building permit is not pulled within six months, the penalty would be \$25,000 payable to the City and if construction is not completed by the end of 2019, there would be a penalty of \$50,000.

Councilmember Riley commented that the City does not sell the land ever wanting to get it back and the right of re-entry simply protects the City to ensure that the land is developed. He noted that this would still give the City the option to get the land back in the case that needed to happen. He stated that the right of re-entry agreement was not included in the case.

Community Development Director Gladhill confirmed that although it was not included in the case, it had been included in past cases. He confirmed that the agreement has been approved to form and therefore the revised agreement could be accepted tonight.

Motion by Councilmember Riley, seconded by Councilmember Kuzma, to Adopt Resolution #18-142 Approving Revised Agreements Related to Affinity at Ramsey, Amending the Previous Approval for the Right of Re-Entry to Include the Two Additional Terms.

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

8. MAYOR, COUNCIL AND STAFF INPUT

City Administrator Ulrich announced upcoming meetings and events.

Acting Mayor LeTourneau asked for input on the summer events series.

Parks and Assistant Public Works Superintendent Riverblood stated that concert attendance continues to increase. He stated that the City of Ramsey Foundation helps to fund the concerts through donations by local businesses. He stated that it is a great community event.

Acting Mayor LeTourneau stated that it is a joy to see the event grow in the community.

9. ADJOURNMENT

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

Motion carried.

The regular meeting of the City Council adjourned at 8:13 p.m.

Respectfully submitted,

Kurtis G. Ulrich
City Administrator

ATTEST:

Jo Ann M. Thieling
City Clerk

Drafted by Amanda Staple
TimeSaver Off Site Secretarial, Inc.

CC Regular Session

4. 4.

Meeting Date: 07/24/2018

By: JoAnn Shaw, Community Development

Information

Title

Approve Licenses

Purpose/Background:

The purpose of this case is to approve various license requests for 2018.

Background: Certain businesses in the City of Ramsey are required to apply for a license in addition to the Business Registration Certificate (BRC). Other businesses that may require a license, but are not required to have a BRC, may also be included in this approval. Those new license requests and/or renewals are attached for Council approval.

Recommendation:

Staff recommends approval of license applications contingent upon completion of background checks.

Action:

Motion to approve the attached license applications contingent upon completion of background checks.

Attachments

License Applications

Form Review

Inbox

Tim Gladhill

Kurt Ulrich

Form Started By: JoAnn Shaw

Final Approval Date: 07/18/2018

Reviewed By

Tim Gladhill

Kathy Schmitz

Date

07/18/2018 03:11 PM

07/18/2018 03:54 PM

Started On: 07/18/2018 12:03 PM

Report Name: License Report - License Types

Council Dates: 7/24/2018 to 7/24/2018

Status: Active, Inactive

License Type(s): 3.2 Beer Off-Sale, 3.2 Beer On-Sale
Temporary, Liquor 2 A.M. Closing, Liquor Off-Sale,
Liquor On-Sale, Liquor On-Sale Sunday, Temporary
Intoxicating, Wine On-Sale, Amusement Center,
Amusement Devices/Billiard Tables, Business License-1st
Year, Business License-Renewal, Garbage Haulers,
Pawnbroker, Rental, Second Hand Goods Dealer, Special
Events, Temporary Amusement/Carnival/Circus,
Therapeutic Massage Establishment, Therapeutic Massage
Therapist, Tobacco, Transient Merchant/Peddler/Solicitor

City of Ramsey License Report - License Types

Printed: 7/18/2018

Page: 1

<u>Company</u>	<u>Location</u>	<u>Complex</u>	<u>Exp. Date</u>	<u>Council Date</u>	<u>Statu</u>
Rental					
Chad Spande	7110 148th Ave NW		7/24/2021	7/24/2018	A
Rental License Count: 1					
Special Events					
City of Ramsey	7550 Sunwood Dr NW		9/10/2018	7/24/2018	A
Special Events License Count: 1					
Transient Merchant/Peddler/Solic					
Armor Construction			12/31/2018	7/24/2018	A
Karolina's Book Business			12/31/2018	7/24/2018	A
Transient Merchant/Peddler/Solicitor License Count: 2					
Total Licenses: 4					

CC Regular Session

4. 5.

Meeting Date: 07/24/2018

By: Jackie Lipski, Finance

Information

Title

Adopt Resolution #18-146 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of July 3, 2018 through July 19, 2018

Action:

Motion to Adopt Resolution #18-146 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of July 3, 2018 through July 19, 2018.

Attachments

Bills List 07/24/2018

Resolution 7/24/2018

Form Review

Inbox

Diana Lund

Kurt Ulrich

Tim Gladhill

Form Started By: Jackie Lipski

Final Approval Date: 07/19/2018

Reviewed By

Diana Lund

Kathy Schmitz

Tim Gladhill

Date

07/19/2018 09:47 AM

07/19/2018 10:24 AM

07/19/2018 11:54 AM

Started On: 07/19/2018 09:38 AM

RAMSEY CITY COUNCIL MEETING
7/24/2018
BILLS LIST

DISBURSEMENTS TO BE APPROVED THIS MEETING:

DISBURSEMENT TYPE:	<u>SUBMITTED FOR APPROVAL</u>
Purchase Journal:	
Prepays 7/4/18-7/19/2018	188,152.74
Accounts Payable 7/4/18-7/19/18	151,436.34
Payroll 7/13/18	155,334.43
Pay Estimates- Projects	828,919.15

TOTAL SUBMITTED FOR APPROVAL THIS MEETING

\$ 1,323,842.66

<u>DISBURSEMENTS PREVIOUSLY APPROVED AND PAID:</u>	<u>APPROVED PREV. MTG</u>	<u>2018 Y.T.D.</u>
NET PAYROLL TOTAL	\$ 164,088.95	\$ 2,254,742.12
- CORRECTION TO PAYROLL		
PREPAIDS	224,776.20	4,042,446.66
- PREPAID ADJUSTMENTS		
WIRE TRANSFERS FOR DEBT SERVICE		885,606.91
- CORRECTION TO D.S.		
ACCOUNTS PAYABLE INVOICING - PREVIOUS MEETING:		
- BILLS LIST SUBMITTED	398,787.01	3,921,465.59
ADD (DELETE) BILLS LIST SUBMITTED		
PAY ESTIMATE(S)		986,218.89
- CHECKS VOIDED	0.00	0.00

TOTAL CASH DISBURSEMENTS PREVIOUSLY APPROVED

\$ 787,652.16

\$ 12,090,480.17

CITY OF RAMSEY
 Council Check Register by GL
 Council Check Register and Summary
 7/5/2018 -- 12/31/2018

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
106209	7/5/2018		115203 ALL AMERICAN TITLE CO INC						
		164.27	UB REFUND 5308 152ND LN		92296	070318	9601.4651		WATER REVENUE
		<u>164.27</u>							
106210	7/5/2018		113045 ANCONA TITLE AND ESCROW						
		58.05	UB REFUND 15441 IODINE		92297	070318	9601.4651		WATER REVENUE
		<u>58.05</u>							
106211	7/5/2018		115243 ARDEN TITLE						
		46.43	UB REFUND 16600 COQUINA ST		92298	070318	9601.4651		WATER REVENUE
		<u>46.43</u>							
106212	7/5/2018		116449 BARRAZA, NANCY						
		155.00	REFUND DAMAGE/KEY DEPOSIT		92299	070218	9804.1160		KEY & DAMAGE DEPOSIT
		<u>155.00</u>							
106213	7/5/2018		111326 BURNET TITLE						
		86.98	UB REFUND 15263 GERMANIUM CIR		92300	070318	9601.4651		WATER REVENUE
		309.55	UB REFUND 14401 IODINE ST #21		92301	070318A	9601.4651		WATER REVENUE
		184.05	UB REFUND 6060 143RD LN		92302	070318B	9601.4651		WATER REVENUE
		<u>580.58</u>							
106214	7/5/2018		100297 CENTERPOINT ENERGY						
		43.63	PW MISC ACCOUNTS		92303	8000014064-2 JUNE 18	0311.6373		GAS
		84.83	PW MISC ACCOUNTS		92303	8000014064-2 JUNE 18	0452.6373		GAS
		14.54	PW MISC ACCOUNTS		92303	8000014064-2 JUNE 18	9601.6373		GAS
		14.54	PW MISC ACCOUNTS		92303	8000014064-2 JUNE 18	9602.6373		GAS
		14.55	PW MISC ACCOUNTS		92303	8000014064-2 JUNE 18	9605.6373		GAS
		<u>172.09</u>							
106215	7/5/2018		110734 CITY OF RAMSEY						
		300.00	#717804277		92304	070518	9601.4651		WATER REVENUE
		<u>300.00</u>							
106216	7/5/2018		100116 CONNEXUS ENERGY						
		12.28	SUNFISH STATION LOT		92305	444931-270863 JUNE 18	9603.6371		ELECTRIC UTILITIES
		272.74	16300 ST FRANCIS- IRRIG		92306	444931-267449 JUNE 18	0452.6371		ELECTRIC UTILITIES
		<u>285.02</u>							
106217	7/5/2018		114049 EAGLE CREEK TITLE LLC						
		100.77	UB REFUND 16168 URANIMITE ST		92307	070318	9601.4651		WATER REVENUE
		<u>100.77</u>							
106218	7/5/2018		100870 EDINA REALTY TITLE						
		32.00	UB REFUND 6511 170TH AVE		92308	070318	9601.4651		WATER REVENUE
		294.28	UB REFUND 15129 TONTO ST		92309	070318A	9601.4651		WATER REVENUE
		<u>326.28</u>							
106219	7/5/2018		114250 ESQUIRE TITLE SERVICE						

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

7/5/2018 -- 12/31/2018

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
106219	7/5/2018		114250 ESQUIRE TITLE SERVICE						Continued.
		32.17	UB REFUND 14761 COBALT ST 23		92310	070318	9601.4651		WATER REVENUE
		32.17							
106220	7/5/2018		111674 FIRST AMERICAN TITLE						
		27.24	UB REFUND 15452 SODIUM ST		92312	070318	9601.4651		WATER REVENUE
		27.24							
106221	7/5/2018		113517 FIRST AMERICAN TITLE						
		131.63	UB REFUND 15290 SODIUM ST		92311	070318	9601.4651		WATER REVENUE
		131.63							
106222	7/5/2018		116442 HALEK, SCOTT						
		285.68	UB REFUND 6845 170TH TRL		92313	070318	9601.4651		WATER REVENUE
		285.68							
106223	7/5/2018		112948 HOME SECURITY ABSTRACT AND TITLE						
		10.70	UB REFUND 14249 JUNKITE ST		92314	070318	9601.4651		WATER REVENUE
		10.70							
106224	7/5/2018		116446 JENSVOLD, PAULA						
		155.00	REFUND DAMAGE/KEY DEPOSIT		92315	070218	9804.1160		KEY & DAMAGE DEPOSIT
		155.00							
106225	7/5/2018		116440 KUHLMANN, BRUCE						
		8.47	UB REFUND 14646 RHINESTONE WAY		92316	070318	9601.4651		WATER REVENUE
		8.47							
106226	7/5/2018		116450 LENDSERV						
		17.06	UB REFUND 14607 PERIDOT ST		92317	070318	9601.4651		WATER REVENUE
		258.53	UB REFUND 6021 145TH LN		92318	070318A	9601.4651		WATER REVENUE
		275.59							
106227	7/5/2018		111866 LIBERTY TITLE INC						
		294.28	UB REFUND 16175 LITHIUM CT		92319	070318	9601.4651		WATER REVENUE
		23.90	UB REFUND 14633 BOWERS DR		92320	070318A	9601.4651		WATER REVENUE
		318.18							
106228	7/5/2018		116443 MELANDER, INGRID						
		176.41	UB REFUND 14220 XENON ST NW		92321	070318	9601.4651		WATER REVENUE
		176.41							
106229	7/5/2018		100351 NCPERS MINNESOTA						
		368.00	JULY 2018 LIFE INS		92322	7048718	9101.2170		DENTAL/DISABILITY/LIFE
		368.00							
106230	7/5/2018		116448 OELKERS, EMMIE						
		150.00	REFUND- CANCELLED		92323	070218	9101.4305		RENTAL FEES
		100.00	REFUND- CANCELLED		92323	070218	9804.1160		KEY & DAMAGE DEPOSIT
		250.00							
106231	7/5/2018		116445 PHIPPS, LORI						
		155.00	REFUND DAMAGE/KEY DEPOSIT		92324	070218	9804.1160		KEY & DAMAGE DEPOSIT
		155.00							
106232	7/5/2018		116232 RESULTS TITLE INC						

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 Council Check Register by GL
 Council Check Register and Summary

7/5/2018 -- 12/31/2018

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
106232	7/5/2018		116232 RESULTS TITLE INC						Continued.
		133.37	UB REFUND 5327 142ND LN NW		92325	070318	9601.4651		WATER REVENUE
		171.58	UB REFUND 14181 MAGNESIUM ST		92326	070318A	9601.4651		WATER REVENUE
		<u>304.95</u>							
106233	7/5/2018		116444 SCHMIDT, DILLON						
		33.88	UB REFUND 14523 ARGON ST NW		92327	070318	9601.4651		WATER REVENUE
		<u>33.88</u>							
106234	7/5/2018		113898 SHERBURNE COUNTY ABSTRACT & TITLE CO						
		10.14	UB REFUND 14588 OLIVINE TER		92328	070318	9601.4651		WATER REVENUE
		<u>10.14</u>							
106235	7/5/2018		116447 SIEBEN, KIM						
		100.00	REF DEP- BIKE LOCKER		92329	070318	9804.1160		KEY & DAMAGE DEPOSIT
		<u>100.00</u>							
106236	7/5/2018		116441 SOLOMONSON, JON						
		328.45	UB REFUND 15040 GARNET ST		92330	070318	9601.4651		WATER REVENUE
		<u>328.45</u>							
106237	7/5/2018		101103 SPRINT						
		50.71	MAY/JUNE 2018 SERVICE		92331	570683319-199	0130.6323		CELLULAR PHONES
		152.13	MAY/JUNE 2018 SERVICE		92331	570683319-199	0191.6323		CELLULAR PHONES
		50.71	MAY/JUNE 2018 SERVICE		92331	570683319-199	0240.6323		CELLULAR PHONES
		495.57	MAY/JUNE 2018 SERVICE		92331	570683319-199	0211.6323		CELLULAR PHONES
		105.34	MAY/JUNE 2018 SERVICE		92331	570683319-199	0194.6323		CELLULAR PHONES
		228.89	MAY/JUNE 2018 SERVICE		92331	570683319-199	0311.6323		CELLULAR PHONES
		306.77	MAY/JUNE 2018 SERVICE		92331	570683319-199	0452.6323		CELLULAR PHONES
		134.09	MAY/JUNE 2018 SERVICE		92331	570683319-199	0301.6323		CELLULAR PHONES
		118.71	MAY/JUNE 2018 SERVICE		92331	570683319-199	0220.6323		CELLULAR PHONES
		104.08	MAY/JUNE 2018 SERVICE		92331	570683319-199	0192.6321		TELEPHONE
		210.31	MAY/JUNE 2018 SERVICE		92331	570683319-199	9601.6323		CELLULAR PHONES
		<u>1,957.31</u>							
106238	7/5/2018		114172 TITLE GROUP INC						
		49.88	UB REFUND 14211 XENON ST 31		92335	070318	9601.4651		WATER REVENUE
		<u>49.88</u>							
106239	7/5/2018		115456 TITLE SMART						
		27.32	UB REFUND 14646 RHINESTONE WAY		92332	070318	9601.4651		WATER REVENUE
		163.62	UB REFUND 6991 137TH AVE NW		92333	070318A	9601.4651		WATER REVENUE
		<u>190.94</u>							
106240	7/5/2018		114606 TITLE SMART INC						
		125.67	UB REFUND 5349 140TH AVE NW		92334	070318	9601.4651		WATER REVENUE
		<u>125.67</u>							
106241	7/5/2018		100510 VERIZON WIRELESS						
		62.40	MAY/JUNE 2018 SERVICE		92336	9809476044	0130.6323		CELLULAR PHONES
		<u>62.40</u>							
106315	7/12/2018		100012 ACE SOLID WASTE INC						
		25,759.40	JULY 18 CONTRACT RECYCLE		92404	3962822	9604.6489		OTHER CONTRACTED SE
		93.77	FIRE STATIONS JULY 2018		92405	3973031	0220.6374		REFUSE/RECYCLING
		202.63	MISC CITY ACCTS JULY 18		92406	3962834	0194.6374		REFUSE/RECYCLING

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

7/5/2018 -- 12/31/2018

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
106315	7/12/2018		100012 ACE SOLID WASTE INC						Continued.
		186.96	MISC CITY ACCTS JULY 18		92406	3962834	0311.6374		REFUSE/RECYCLING
		448.54	MISC CITY ACCTS JULY 18		92406	3962834	0452.6374		REFUSE/RECYCLING
		62.32	MISC CITY ACCTS JULY 18		92406	3962834	9601.6374		REFUSE/RECYCLING
		62.32	MISC CITY ACCTS JULY 18		92406	3962834	9602.6374		REFUSE/RECYCLING
		130.13	MISC CITY ACCTS JULY 18		92406	3962834	9604.6249		MISCELLANEOUS OPER/
		62.32	MISC CITY ACCTS JULY 18		92406	3962834	9605.6374		REFUSE/RECYCLING
		<u>27,008.39</u>							
106316	7/12/2018		100948 ANOKA COUNTY LICENSE CENTER						
		1,889.82	TITLES/PLATES 601-698-699		92407	070918	0311.6550		MOTOR VEHICLES
		4,039.46	TITLES/PLATES 601-698-699		92407	070918	0452.6550		MOTOR VEHICLES
		<u>5,929.28</u>							
106317	7/12/2018		100404 CENTURYLINK						
		65.35	JUNE 18 SERVICE		92424	763 422-1452	0452.6321		TELEPHONE
						795 JUNE 18			
		<u>65.35</u>							
106318	7/12/2018		107724 COMCAST						
		2.32	JULY-AUG 2018 SERVICE		92408	062418 FIRE ST	0220.6489		OTHER CONTRACTED SE
						1			
		<u>2.32</u>							
106319	7/12/2018		100125 COUNTRYSIDE PRINTING INC						
		59.00	BUS CARDS- GARDNER		92409	35148	0211.6204		STATIONERY, ENVELOPE
		<u>59.00</u>							
106320	7/12/2018		113464 LAND TITLE						
		44.33	UTL REFUND 14847 XKIMO ST NW		92410	070918	9601.4651		WATER REVENUE
		<u>44.33</u>							
106321	7/12/2018		113464 LAND TITLE						
		857.21	SPEC ASSMT REF 14847 XKIMO		92411	070918A	9601.4651		WATER REVENUE
		<u>857.21</u>							
106322	7/12/2018		116460 LOFGREN, CADI						
		155.00	REFUND DAMAGE/KEY DEPOSIT		92412	071118	9804.1160		KEY & DAMAGE DEPOSIT
		<u>155.00</u>							
106323	7/12/2018		110547 NORTHWEST LIGHTING SYSTEMS CO.						
		58.00	MISC SUPPLIES		92413	107438	0194.6249		MISCELLANEOUS OPER/
		<u>58.00</u>							
106324	7/12/2018		116319 SCOTT NELSON COACHING INC						
		2,500.00	TRAIN-1-17-18 & 2-21-18		92414	1819	0220.6335		TRAINING
		<u>2,500.00</u>							
106325	7/12/2018		116461 STREET, DYANNA						
		155.00	REFUND DAMAGE/KEY DEPOSIT		92415	071118	9804.1160		KEY & DAMAGE DEPOSIT
		<u>155.00</u>							
106326	7/12/2018		114161 TASC (FEES)						
		375.75	JUNE 18 VEBA/REBA FEES		92423	IN1297882	0130.6315		MISCELLANEOUS PROFE
		<u>375.75</u>							

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106327	7/12/2018		105628 WELLS CATERING SERVICE						Continued.
		222.16	BAL DUE COM DEV EVENT		92416	43929A	0240.6315		MISCELLANEOUS PROFE
		222.16							
106328	7/12/2018		111137 WRIGHT HENNEPIN COOPERATIVE ELECTRIC						
		24.95	7650 SUNWOOD DR NW		92417	150-1681-4280	9240.6315		MISCELLANEOUS PROFE
						JUNE 18			
		27.95	7550 SUNWOOD DR		92418	150-1681-6340	0194.6489		OTHER CONTRACTED SE
						JUNE 18			
		27.95	6701 HWY 10- YOUTH FIRST		92419	150-1687-1105	9410.6315	00041012	MISCELLANEOUS PROFE
						JUNE 18			
		27.95	7550 SUNWOOD DR POLICE		92420	150-1682-6501	0211.6489		OTHER CONTRACTED SE
						JUNE 18			
		27.95	5650 ALPINE DR- FIRE STATION		92421	150-1691-2206	0220.6489		OTHER CONTRACTED SE
						JUNE 18			
		136.75							
90471322	7/13/2018		100398 PUBLIC EMPLOYEES RETIREMENT ASSN						
		18,420.49			92436	0712181312354	9101.2174		PERA-EMPLOYEE
		24,515.69			92437	0712181312355	9101.2183		PERA-EMPLOYER
		42,936.18							
91071123	7/13/2018		101306 IRS						
		21,763.99			92439	0712181312357	9101.2171		FEDERAL WITHHOLDING
		12,522.21			92440	0712181312358	9101.2173		FICA & MEDICARE-EMPLC
		12,522.21			92441	0712181312359	9101.2182		FICA & MEDICARE-EMPLC
		46,808.41							
97071318	7/13/2018		107962 TOTAL ADMINISTRATIVE SERVICE CORP						
		2,680.20			92429	07121813123510	9101.2176		LIFE/HEALTH-EMPLOYEE
		2,680.20							
97592128	7/13/2018		100601 MN DEPT OF REV WH						
		10,646.08			92438	0712181312356	9101.2172		STATE WITHHOLDING
		10,646.08							
98071318	7/13/2018		115568 ALERUS FINANCIAL NA						
		1,924.18			92433	07121813123514	9101.2176		LIFE/HEALTH-EMPLOYEE
		1,924.18							
99070918	7/9/2018		116361 WELLS FARGO AND COMPANY						
		25.00	TLO TRANSUNION BLUML		92462	VISA P CARD	0211.6315		MISCELLANEOUS PROFE
						JUNE 18			
		103.84	AMAZON.COM BLUML		92462	VISA P CARD	0211.6206		FILM, MICROFILM, TAPES
						JUNE 18			
		5.40	AMAZON MKTPLACE PMTS BLUML		92462	VISA P CARD	0211.6275		OTHER EQUIPMENT PAR
						JUNE 18			
		15.99	AMAZON MKTPLACE PMTS WWW. BLU		92462	VISA P CARD	0211.6275		OTHER EQUIPMENT PAR
						JUNE 18			
		14.99	AMAZON MKTPLACE PMTS WWW. BLU		92462	VISA P CARD	0211.6275		OTHER EQUIPMENT PAR
						JUNE 18			
		9.99	AMAZON MKTPLACE PMTS WWW. BLU		92462	VISA P CARD	0211.6275		OTHER EQUIPMENT PAR
						JUNE 18			
		29.96	AMAZON MKTPLACE PMTS WWW. BLU		92462	VISA P CARD	0211.6275		OTHER EQUIPMENT PAR
						JUNE 18			
		159.60	AMAZON MKTPLACE PMTS WWW. BLU		92462	VISA P CARD	0211.6275		OTHER EQUIPMENT PAR

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99070918	7/9/2018		116361 WELLS FARGO AND COMPANY						Continued.
						JUNE 18			
		10.56	AMAZON MKTPLACE PMTS BLUML		92462	VISA P CARD	0211.6275		OTHER EQUIPMENT PAR
						JUNE 18			
		18.24	AMAZON MKTPLACE PMTS WWW. BLU		92462	VISA P CARD	0211.6275		OTHER EQUIPMENT PAR
						JUNE 18			
		11.73	AMAZON MKTPLACE PMTS WWW. BLU		92462	VISA P CARD	0211.6275		OTHER EQUIPMENT PAR
						JUNE 18			
		15.71	COBORN'S SUPERSTORE BLUML		92462	VISA P CARD	0211.6331		TRAVEL & LODGING
						JUNE 18			
		122.50	BOARD OF AELSLAGID WESTBY		92462	VISA P CARD	0301.6451		MEMBERSHIP DUES
						JUNE 18			
		122.50	BOARD OF AELSLAGID WESTBY		92462	VISA P CARD	0301.6451		MEMBERSHIP DUES
						JUNE 18			
		12.96	COBORN'S SUPERSTORE ANDERSON		92462	VISA P CARD	0191.6249		MISCELLANEOUS OPERA
						JUNE 18			
		6.42	COBORN'S SUPERSTORE ANDERSON		92462	VISA P CARD	0191.6208		MISCELLANEOUS OFFICI
						JUNE 18			
		56.99	KONRARDY FLORIST LASHER		92462	VISA P CARD	0130.6249		MISCELLANEOUS OPERA
						JUNE 18			
		200.00	NEPELRA LASHER		92462	VISA P CARD	0130.6451		MEMBERSHIP DUES
						JUNE 18			
		15.71	AMAZON MKTPLACE PMTS WWW. BRAY		92462	VISA P CARD	0194.6249		MISCELLANEOUS OPERA
						JUNE 18			
		49.73	MTD PARTS&POWER EQUIP BRAY		92462	VISA P CARD	0194.6382		MACHINERY & EQUIPMEI
						JUNE 18			
		116.74	AMAZON.COM FREDRICKSON		92462	VISA P CARD	0452.6249		MISCELLANEOUS OPERA
						JUNE 18			
		175.00	AMAZON MKTPLACE PMTS FREDRICK		92462	VISA P CARD	0452.6249		MISCELLANEOUS OPERA
						JUNE 18			
		66.23	AMAZON MKTPLACE PMTS FREDRIC		92462	VISA P CARD	0452.6249		MISCELLANEOUS OPERA
						JUNE 18			
		19.98	AMAZON MKTPLACE PMTS FREDRIC		92462	VISA P CARD	0130.6208		MISCELLANEOUS OFFICI
						JUNE 18			
		50.00	WWW.NEWEGGBUSINESS.COM FREDRI		92462	VISA P CARD	0192.6281		SMALL TOOLS & MINOR E
						JUNE 18			
		17.98	WWW.NEWEGGBUSINESS.COM FREDRI		92462	VISA P CARD	0192.6281		SMALL TOOLS & MINOR E
						JUNE 18			
		28.93	AMAZON MKTPLACE PMTS WWW. FRE		92462	VISA P CARD	0452.6249		MISCELLANEOUS OPERA
						JUNE 18			
		22.01	AMAZON MKTPLACE PMTS WWW. FRE		92462	VISA P CARD	0452.6249		MISCELLANEOUS OPERA
						JUNE 18			
		18.95	AMAZON MKTPLACE PMTS WWW. FR		92462	VISA P CARD	0211.6281		SMALL TOOLS & MINOR E
						JUNE 18			
		19.99	AMAZON MKTPLACE PMTS WWW. FR		92462	VISA P CARD	0192.6281		SMALL TOOLS & MINOR E
						JUNE 18			
		18.25	CROSS BORDER TRANS FEE FREDR		92462	VISA P CARD	0192.6249		MISCELLANEOUS OPERA
						JUNE 18			
		1,825.00	PAYPAL SYSAID FREDRICKSON		92462	VISA P CARD	0192.6405		OFFICE & DATA PROCES
						JUNE 18			
		45.00	WWW.NEWEGGBUSINESS.COM FREDRI		92462	VISA P CARD	0192.6281		SMALL TOOLS & MINOR E
						JUNE 18			
		1,485.00	WWW.NEWEGGBUSINESS.COM FREDRI		92462	VISA P CARD	0192.6281		SMALL TOOLS & MINOR E
						JUNE 18			
		96.74	WORKBOOTS.COM KATERS		92462	VISA P CARD	0211.6231		UNIFORMS & TURN-OUT

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99070918	7/9/2018		116361 WELLS FARGO AND COMPANY						Continued.
						JUNE 18			
		25.00	BCA TRAINING EDUCATION TORSETH		92462	VISA P CARD	0211.6335		TRAINING
						JUNE 18			
		25.00	BCA TRAINING EDUCATION TORSE		92462	VISA P CARD	0211.6335		TRAINING
						JUNE 18			
		25.00	BCA TRAINING EDUCATION TORSE		92462	VISA P CARD	0211.6335		TRAINING
						JUNE 18			
		25.00	BCA TRAINING EDUCATION TORSE		92462	VISA P CARD	0211.6335		TRAINING
						JUNE 18			
		42.30	ACAPULCO MEXICAN RESTAURA ULRI		92462	VISA P CARD	0130.6249		MISCELLANEOUS OPERA
						JUNE 18			
		140.46	TRAVELOCITY 7360653218 ULRIC		92462	VISA P CARD	0130.6331		TRAVEL & LODGING
						JUNE 18			
		5.00	ST CLOUD PARKING ULRICH		92462	VISA P CARD	0130.6331		TRAVEL & LODGING
						JUNE 18			
		343.00	MINNESOTA STATE FIRE CHIEF KOH		92462	VISA P CARD	0220.6451		MEMBERSHIP DUES
						JUNE 18			
		175.00	AMERICAN PLANNING A GLADHILL		92462	VISA P CARD	0191.6451		MEMBERSHIP DUES
						JUNE 18			
		205.00	GRANDSTAY ST CLOUD GLADHILL		92462	VISA P CARD	9230.6331		TRAVEL & LODGING
						JUNE 18			
		41.97	AMAZON MKTPLACE PMTS WWW. BLU		92462	VISA P CARD	0237.6249		MISCELLANEOUS OPERA
						JUNE 18			
		44.99	MENARDS ELK RIVER MN BLUML		92462	VISA P CARD	0230.6249		MISCELLANEOUS OPERA
						JUNE 18			
		4.47	MENARDS ELK RIVER MN BLUML		92462	VISA P CARD	0230.6249		MISCELLANEOUS OPERA
						JUNE 18			
		9.99	MENARDS ELK RIVER MN BLUML		92462	VISA P CARD	0230.6249		MISCELLANEOUS OPERA
						JUNE 18			
		145.22	WM SUPERCENTER #3209 BLUML		92462	VISA P CARD	0237.6249		MISCELLANEOUS OPERA
						JUNE 18			
		816.92	COSTCO WHSE #0372 BLUML		92462	VISA P CARD	0237.6249		MISCELLANEOUS OPERA
						JUNE 18			
		25.96	AMAZON MKTPLACE PMTS BLUML		92462	VISA P CARD	0237.6249		MISCELLANEOUS OPERA
						JUNE 18			
		338.78	ACAPULCO MEXICAN RESTAURA BL		92462	VISA P CARD	0237.6249		MISCELLANEOUS OPERA
						JUNE 18			
		313.69	WENDY S 434 BLUML		92462	VISA P CARD	0237.6249		MISCELLANEOUS OPERA
						JUNE 18			
		299.96	MAMA DE LUCAS PIZZERIA BLUML		92462	VISA P CARD	0237.6249		MISCELLANEOUS OPERA
						JUNE 18			
		279.98	AMAZON MKTPLACE PMTS BLUML		92462	VISA P CARD	0237.6249		MISCELLANEOUS OPERA
						JUNE 18			
		25.95	CASEYS RAMSEY BLUML		92462	VISA P CARD	0237.6249		MISCELLANEOUS OPERA
						JUNE 18			
		15.57	CASEYS RAMSEY BLUML		92462	VISA P CARD	0237.6249		MISCELLANEOUS OPERA
						JUNE 18			
		121.90	AMAZON MKTPLACE PMTS BLUML		92462	VISA P CARD	0237.6249		MISCELLANEOUS OPERA
						JUNE 18			
		455.39	Q FANATIC BLUML		92462	VISA P CARD	0237.6249		MISCELLANEOUS OPERA
						JUNE 18			
		2.14	MENARDS ELK RIVER MN NELSON		92462	VISA P CARD	9601.6281		SMALL TOOLS & MINOR E
						JUNE 18			
		27.94	MENARDS ELK RIVER MN NELSON		92462	VISA P CARD	9601.6281		SMALL TOOLS & MINOR E

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99070918	7/9/2018		116361 WELLS FARGO AND COMPANY						Continued.
						JUNE 18			
		17.94	MENARDS ELK RIVER MN	NELSON	92462	VISA P CARD	9601.6281		SMALL TOOLS & MINOR E
						JUNE 18			
		6.98	MENARDS ELK RIVER MN	NELSON	92462	VISA P CARD	9601.6281		SMALL TOOLS & MINOR E
						JUNE 18			
		2.98	MENARDS ELK RIVER MN	NELSON	92462	VISA P CARD	9601.6281		SMALL TOOLS & MINOR E
						JUNE 18			
		3.97	MENARDS ELK RIVER MN	NELSON	92462	VISA P CARD	9601.6281		SMALL TOOLS & MINOR E
						JUNE 18			
		1.50	MENARDS ELK RIVER MN	NELSON	92462	VISA P CARD	9601.6281		SMALL TOOLS & MINOR E
						JUNE 18			
		39.49	MENARDS ELK RIVER MN	NELSON	92462	VISA P CARD	9601.6281		SMALL TOOLS & MINOR E
						JUNE 18			
		40.37-	MENARDS ELK RIVER MN	NELSON	92462	VISA P CARD	9601.6281		SMALL TOOLS & MINOR E
						JUNE 18			
		26.26-	MENARDS ELK RIVER MN	NELSON	92462	VISA P CARD	9601.6281		SMALL TOOLS & MINOR E
						JUNE 18			
		3.07-	MENARDS ELK RIVER MN	NELSON	92462	VISA P CARD	9601.6281		SMALL TOOLS & MINOR E
						JUNE 18			
		62.01	BDS LAUNDRY SYSTEMS	NELSON	92462	VISA P CARD	9601.6249		MISCELLANEOUS OPERA
						JUNE 18			
		4.50	BATTERIES PLUS - #0033	NELSON	92462	VISA P CARD	9602.6249		MISCELLANEOUS OPERA
						JUNE 18			
						JUNE 18			
		9,064.87							
99071118	7/12/2018		100629 MN DEPT OF REV SALES TX						
		21.39	June Sales Tax		92338	06302018	9101.2082		SALES/USE TAX PAYABLE
		111.51	June Sales Tax		92338	06302018	9101.4305		RENTAL FEES
		15.27	June Sales Tax		92338	06302018	9101.4328		ACCIDENT REPORTS
		4.36	June Sales Tax		92338	06302018	9101.4308		SALES OF MAPS & PUBLI
		.37-	June Sales Tax		92338	06302018	9101.4609		OTHER MISCELLANEOUS
		783.63	June Sales Tax		92338	06302018	9601.2082		SALES/USE TAX PAYABLE
		4.07	June Sales Tax		92338	06302018	9601.2082		SALES/USE TAX PAYABLE
		.14	June Sales Tax		92338	06302018	9601.2085		ANOKA COUNTY TRANSI
		940.00							
99071218	7/12/2018		107885 DEPARTMENT OF LABOR AND INDUSTRY						
		2,795.22	June Surcharges		92337	06302018	9101.2081		SURCHARGES-PERMITS
		55.92-	June Surcharges		92337	06302018	9101.4604		SURCHARGES
		2,739.30							
99071318	7/12/2018		100219 HOME DEPOT COMMERCIAL ACCT PROGRAM						
		72.24	JUNE 28 PURCHASES		92422	062818	0194.6249		MISCELLANEOUS OPERA
		107.36	JUNE 28 PURCHASES		92422	062818	0452.6249		MISCELLANEOUS OPERA
		99.40	JUNE 28 PURCHASES		92422	062818	0452.6249		MISCELLANEOUS OPERA
		279.00							
99071418	7/13/2018		108768 COMDATA NETWORK INC						
		35.41	HOLIDAY STNSTORE 0395		92425	JUNE 18 FUEL CARDS	0452.6223		GASOLINE
		38.64	CASEYS RAMSEY		92425	JUNE 18 FUEL CARDS	0240.6223		GASOLINE
		47.77	CASEYS RAMSEY		92425	JUNE 18 FUEL CARDS	0211.6223		GASOLINE
		27.65	LITTLE DUKES RAMSEY		92425	JUNE 18 FUEL	0211.6223		GASOLINE

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99071418	7/13/2018		108768 COMDATA NETWORK INC						Continued.
						CARDS			
		61.54	LITTLE DUKES RAMSEY		92425	JUNE 18 FUEL	0211.6223		GASOLINE
						CARDS			
		38.22	CASEYS RAMSEY		92425	JUNE 18 FUEL	0240.6223		GASOLINE
						CARDS			
		33.97	CASEYS RAMSEY		92425	JUNE 18 FUEL	0240.6223		GASOLINE
						CARDS			
		84.59	CASEYS RAMSEY		92425	JUNE 18 FUEL	0452.6223		GASOLINE
						CARDS			
		58.95	BILL'S SUPERETTE #8 (F		92425	JUNE 18 FUEL	0301.6223		GASOLINE
						CARDS			
		53.56	LITTLE DUKES RAMSEY		92425	JUNE 18 FUEL	0211.6223		GASOLINE
						CARDS			
		30.49	LITTLE DUKES RAMSEY		92425	JUNE 18 FUEL	0211.6223		GASOLINE
						CARDS			
		42.37	CASEYS RAMSEY		92425	JUNE 18 FUEL	0240.6223		GASOLINE
						CARDS			
		56.83	CASEYS RAMSEY		92425	JUNE 18 FUEL	0311.6223		GASOLINE
						CARDS			
		59.35	BILL'S SUPERETTE #8 (F		92425	JUNE 18 FUEL	0211.6223		GASOLINE
						CARDS			
		36.24	CASEYS RAMSEY		92425	JUNE 18 FUEL	0240.6223		GASOLINE
						CARDS			
		42.06	CASEYS RAMSEY		92425	JUNE 18 FUEL	0240.6223		GASOLINE
						CARDS			
		28.35	BILL'S SUPERETTE #8 (F		92425	JUNE 18 FUEL	0311.6223		GASOLINE
						CARDS			
		34.47	CASEYS RAMSEY		92425	JUNE 18 FUEL	0211.6223		GASOLINE
						CARDS			
		57.46	BILL'S SUPERETTE #8 (F		92425	JUNE 18 FUEL	0301.6223		GASOLINE
						CARDS			
		29.54	BILL'S SUPERETTE #8 (F		92425	JUNE 18 FUEL	0220.6223		GASOLINE
						CARDS			
		57.54	BILL'S SUPERETTE #8 (F		92425	JUNE 18 FUEL	0211.6223		GASOLINE
						CARDS			
		51.42	CASEYS GEN STORE 1988		92425	JUNE 18 FUEL	0211.6223		GASOLINE
						CARDS			
		11.91	CASEYS RAMSEY		92425	JUNE 18 FUEL	0211.6223		GASOLINE
						CARDS			
		35.00	BILL'S SUPERETTE #8 (F		92425	JUNE 18 FUEL	0220.6223		GASOLINE
						CARDS			
		66.70	BILL'S SUPERETTE #8 (F		92425	JUNE 18 FUEL	0220.6225		DIESEL FUEL
						CARDS			
		31.29	BILL'S SUPERETTE #8 (F		92425	JUNE 18 FUEL	0211.6223		GASOLINE
						CARDS			
		35.62	CASEYS RAMSEY		92425	JUNE 18 FUEL	0194.6223		GASOLINE
						CARDS			
		49.37	CASEYS RAMSEY		92425	JUNE 18 FUEL	0452.6223		GASOLINE
						CARDS			
		59.85	CASEYS RAMSEY		92425	JUNE 18 FUEL	0311.6223		GASOLINE
						CARDS			
		38.12	CASEYS RAMSEY		92425	JUNE 18 FUEL	0194.6223		GASOLINE
						CARDS			
		10.82	CASEYS RAMSEY		92425	JUNE 18 FUEL	0211.6223		GASOLINE

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99071418	7/13/2018		108768 COMDATA NETWORK INC						Continued.
						CARDS			
		61.22	CASEYS RAMSEY		92425	JUNE 18 FUEL	0311.6223		GASOLINE
						CARDS			
		31.52	CASEYS RAMSEY		92425	JUNE 18 FUEL	0211.6223		GASOLINE
						CARDS			
		39.15	CASEYS RAMSEY		92425	JUNE 18 FUEL	0240.6223		GASOLINE
						CARDS			
		78.02	CASEYS RAMSEY		92425	JUNE 18 FUEL	0452.6223		GASOLINE
						CARDS			
		58.28	BILL'S SUPERETTE #8 (F		92425	JUNE 18 FUEL	0220.6223		GASOLINE
						CARDS			
		79.24	BILL'S SUPERETTE #8 (F		92425	JUNE 18 FUEL	0452.6223		GASOLINE
						CARDS			
		35.80	BILL'S SUPERETTE #8 (F		92425	JUNE 18 FUEL	0240.6223		GASOLINE
						CARDS			
		53.00	BILL'S SUPERETTE #8 (F		92425	JUNE 18 FUEL	0452.6223		GASOLINE
						CARDS			
		50.70	BILL'S SUPERETTE #8 (F		92425	JUNE 18 FUEL	0452.6223		GASOLINE
						CARDS			
		34.58	BILL'S SUPERETTE #8 (F		92425	JUNE 18 FUEL	0301.6223		GASOLINE
						CARDS			
		43.87	LITTLE DUKES RAMSEY		92425	JUNE 18 FUEL	0211.6223		GASOLINE
						CARDS			
		26.43	LITTLE DUKES RAMSEY		92425	JUNE 18 FUEL	0220.6223		GASOLINE
						CARDS			
		61.60	CLARK #9437		92425	JUNE 18 FUEL	0311.6223		GASOLINE
						CARDS			
		34.94	LITTLE DUKES RAMSEY		92425	JUNE 18 FUEL	0211.6223		GASOLINE
						CARDS			
		52.00	LITTLE DUKES RAMSEY		92425	JUNE 18 FUEL	0220.6225		DIESEL FUEL
						CARDS			
		45.73	LITTLE DUKES RAMSEY		92425	JUNE 18 FUEL	0211.6223		GASOLINE
						CARDS			
		16.31	LITTLE DUKES RAMSEY		92425	JUNE 18 FUEL	0211.6223		GASOLINE
						CARDS			
		62.93	LITTLE DUKES RAMSEY		92425	JUNE 18 FUEL	0301.6223		GASOLINE
						CARDS			
		19.94	LITTLE DUKES RAMSEY		92425	JUNE 18 FUEL	0211.6223		GASOLINE
						CARDS			
		54.00	LITTLE DUKES RAMSEY		92425	JUNE 18 FUEL	0452.6223		GASOLINE
						CARDS			
		19.41	LITTLE DUKES RAMSEY		92425	JUNE 18 FUEL	0211.6223		GASOLINE
						CARDS			
		60.56	LITTLE DUKES RAMSEY		92425	JUNE 18 FUEL	0301.6223		GASOLINE
						CARDS			
		18.73	LITTLE DUKES RAMSEY		92425	JUNE 18 FUEL	0211.6223		GASOLINE
						CARDS			
		41.40	LITTLE DUKES RAMSEY		92425	JUNE 18 FUEL	0194.6223		GASOLINE
						CARDS			
		26.85	LITTLE DUKES RAMSEY		92425	JUNE 18 FUEL	0211.6223		GASOLINE
						CARDS			
		34.57	LITTLE DUKES RAMSEY		92425	JUNE 18 FUEL	0194.6223		GASOLINE
						CARDS			
		51.42	LITTLE DUKES RAMSEY		92425	JUNE 18 FUEL	0211.6223		GASOLINE

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99071418	7/13/2018		108768 COMDATA NETWORK INC						Continued.
						CARDS			
		34.04	LITTLE DUKES RAMSEY		92425	JUNE 18 FUEL	0211.6223		GASOLINE
						CARDS			
		8.83	LITTLE DUKES RAMSEY		92425	JUNE 18 FUEL	0211.6223		GASOLINE
						CARDS			
		23.58	LITTLE DUKES RAMSEY		92425	JUNE 18 FUEL	0211.6223		GASOLINE
						CARDS			
		76.18	LITTLE DUKES RAMSEY		92425	JUNE 18 FUEL	0220.6225		DIESEL FUEL
						CARDS			
		20.55	LITTLE DUKES RAMSEY		92425	JUNE 18 FUEL	0211.6223		GASOLINE
						CARDS			
		28.18	LITTLE DUKES RAMSEY		92425	JUNE 18 FUEL	0452.6223		GASOLINE
						CARDS			
		38.66	CASEYS RAMSEY		92425	JUNE 18 FUEL	0452.6223		GASOLINE
						CARDS			
		49.93	BILL'S SUPERETTE #8 (F		92425	JUNE 18 FUEL	0301.6223		GASOLINE
						CARDS			
		39.51	CASEYS RAMSEY		92425	JUNE 18 FUEL	0311.6223		GASOLINE
						CARDS			
		63.90	HOLIDAY STNSTORE 0323		92425	JUNE 18 FUEL	0311.6223		GASOLINE
						CARDS			
		45.79	CASEYS RAMSEY		92425	JUNE 18 FUEL	0311.6223		GASOLINE
						CARDS			
		28.49	CASEYS RAMSEY		92425	JUNE 18 FUEL	0211.6223		GASOLINE
						CARDS			
		30.92	CASEYS RAMSEY		92425	JUNE 18 FUEL	0211.6223		GASOLINE
						CARDS			
		34.70	CASEYS RAMSEY		92425	JUNE 18 FUEL	0211.6223		GASOLINE
						CARDS			
		27.37	LITTLE DUKES RAMSEY		92425	JUNE 18 FUEL	0211.6223		GASOLINE
						CARDS			
		19.35	CASEYS RAMSEY		92425	JUNE 18 FUEL	0211.6223		GASOLINE
						CARDS			
		23.29	CASEYS RAMSEY		92425	JUNE 18 FUEL	0211.6223		GASOLINE
						CARDS			
		27.86	CASEYS RAMSEY		92425	JUNE 18 FUEL	0211.6223		GASOLINE
						CARDS			
		21.88	CASEYS RAMSEY		92425	JUNE 18 FUEL	0211.6223		GASOLINE
						CARDS			
		14.63	CASEYS RAMSEY		92425	JUNE 18 FUEL	0211.6223		GASOLINE
						CARDS			
		22.05	LITTLE DUKES RAMSEY		92425	JUNE 18 FUEL	0211.6223		GASOLINE
						CARDS			
		44.37	CASEYS RAMSEY		92425	JUNE 18 FUEL	0211.6223		GASOLINE
						CARDS			
		27.04	CASEYS RAMSEY		92425	JUNE 18 FUEL	0211.6223		GASOLINE
						CARDS			
		26.76	LITTLE DUKES RAMSEY		92425	JUNE 18 FUEL	0211.6223		GASOLINE
						CARDS			
		29.45	LITTLE DUKES RAMSEY		92425	JUNE 18 FUEL	0211.6223		GASOLINE
						CARDS			
		39.18	LITTLE DUKES RAMSEY		92425	JUNE 18 FUEL	0211.6223		GASOLINE
						CARDS			
		24.79	LITTLE DUKES RAMSEY		92425	JUNE 18 FUEL	0211.6223		GASOLINE

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99071418	7/13/2018		108768 COMDATA NETWORK INC						Continued.
						CARDS			
		42.34	LITTLE DUKES RAMSEY		92425	JUNE 18 FUEL	0211.6223		GASOLINE
						CARDS			
		25.41	LITTLE DUKES RAMSEY		92425	JUNE 18 FUEL	0211.6223		GASOLINE
						CARDS			
		21.36	LITTLE DUKES RAMSEY		92425	JUNE 18 FUEL	0211.6223		GASOLINE
						CARDS			
		57.45	CASEYS RAMSEY		92425	JUNE 18 FUEL	0211.6223		GASOLINE
						CARDS			
		36.54	CASEYS RAMSEY		92425	JUNE 18 FUEL	0211.6223		GASOLINE
						CARDS			
		29.62	CASEYS RAMSEY		92425	JUNE 18 FUEL	0211.6223		GASOLINE
						CARDS			
		41.48	CASEYS RAMSEY		92425	JUNE 18 FUEL	0211.6223		GASOLINE
						CARDS			
		16.99	CASEYS RAMSEY		92425	JUNE 18 FUEL	0211.6223		GASOLINE
						CARDS			
		51.27	CASEYS RAMSEY		92425	JUNE 18 FUEL	0211.6223		GASOLINE
						CARDS			
		43.23	LITTLE DUKES RAMSEY		92425	JUNE 18 FUEL	0211.6223		GASOLINE
						CARDS			
		42.06	LITTLE DUKES RAMSEY		92425	JUNE 18 FUEL	0211.6223		GASOLINE
						CARDS			
		32.23	LITTLE DUKES RAMSEY		92425	JUNE 18 FUEL	0211.6223		GASOLINE
						CARDS			
		54.31	CASEYS GEN STORE 1988		92425	JUNE 18 FUEL	0220.6223		GASOLINE
						CARDS			
		59.01	BILL'S SUPERETTE #8 (F		92425	JUNE 18 FUEL	0220.6223		GASOLINE
						CARDS			
		63.09	BILL'S SUPERETTE #8 (F		92425	JUNE 18 FUEL	0220.6223		GASOLINE
						CARDS			
		44.50	LITTLE DUKES RAMSEY		92425	JUNE 18 FUEL	0220.6223		GASOLINE
						CARDS			
		46.45	LITTLE DUKES RAMSEY		92425	JUNE 18 FUEL	0220.6223		GASOLINE
						CARDS			
		26.00	HOLIDAY STNSTORE 0395		92425	JUNE 18 FUEL	0211.6223		GASOLINE
						CARDS			
		23.25	HOLIDAY STNSTORE 0395		92425	JUNE 18 FUEL	0211.6223		GASOLINE
						CARDS			
		24.50	HOLIDAY STNSTORE 0395		92425	JUNE 18 FUEL	0211.6223		GASOLINE
						CARDS			
		41.44	HOLIDAY STNSTORE 0395		92425	JUNE 18 FUEL	0211.6223		GASOLINE
						CARDS			
		21.83	SUPERAMERICA 4508		92425	JUNE 18 FUEL	0211.6223		GASOLINE
						CARDS			
		28.05	CASEYS RAMSEY		92425	JUNE 18 FUEL	0211.6223		GASOLINE
						CARDS			
		20.24	LITTLE DUKES RAMSEY		92425	JUNE 18 FUEL	0211.6223		GASOLINE
						CARDS			
		27.24	CASEYS RAMSEY		92425	JUNE 18 FUEL	0211.6223		GASOLINE
						CARDS			
		30.10	CASEYS RAMSEY		92425	JUNE 18 FUEL	0211.6223		GASOLINE
						CARDS			
		36.98	CASEYS RAMSEY		92425	JUNE 18 FUEL	0211.6223		GASOLINE

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99071418	7/13/2018		108768 COMDATA NETWORK INC						Continued.
						CARDS			
		29.39	CASEYS RAMSEY		92425	JUNE 18 FUEL	0211.6223		GASOLINE
						CARDS			
		34.13	CASEYS RAMSEY		92425	JUNE 18 FUEL	0211.6223		GASOLINE
						CARDS			
		43.36	CASEYS RAMSEY		92425	JUNE 18 FUEL	0211.6223		GASOLINE
						CARDS			
		43.10	CASEYS RAMSEY		92425	JUNE 18 FUEL	0211.6223		GASOLINE
						CARDS			
		39.57	LITTLE DUKES RAMSEY		92425	JUNE 18 FUEL	0211.6223		GASOLINE
						CARDS			
		40.26	LITTLE DUKES RAMSEY		92425	JUNE 18 FUEL	0211.6223		GASOLINE
						CARDS			
		36.20	LITTLE DUKES RAMSEY		92425	JUNE 18 FUEL	0211.6223		GASOLINE
						CARDS			
		28.68	LITTLE DUKES RAMSEY		92425	JUNE 18 FUEL	0211.6223		GASOLINE
						CARDS			
		25.03	LITTLE DUKES RAMSEY		92425	JUNE 18 FUEL	0211.6223		GASOLINE
						CARDS			
		18.63	HOLIDAY STNSTORE 0395		92425	JUNE 18 FUEL	0211.6223		GASOLINE
						CARDS			
		36.55	CASEYS RAMSEY		92425	JUNE 18 FUEL	0211.6223		GASOLINE
						CARDS			
		30.89	LITTLE DUKES RAMSEY		92425	JUNE 18 FUEL	0211.6223		GASOLINE
						CARDS			
		33.16	LITTLE DUKES RAMSEY		92425	JUNE 18 FUEL	0211.6223		GASOLINE
						CARDS			
		13.51	CASEYS RAMSEY		92425	JUNE 18 FUEL	0211.6223		GASOLINE
						CARDS			
		12.57	CASEYS RAMSEY		92425	JUNE 18 FUEL	0211.6223		GASOLINE
						CARDS			
		22.68	LITTLE DUKES RAMSEY		92425	JUNE 18 FUEL	0211.6223		GASOLINE
						CARDS			
		32.30	CASEYS RAMSEY		92425	JUNE 18 FUEL	0211.6223		GASOLINE
						CARDS			
		35.82	LITTLE DUKES RAMSEY		92425	JUNE 18 FUEL	0211.6223		GASOLINE
						CARDS			
		16.96	LITTLE DUKES RAMSEY		92425	JUNE 18 FUEL	0211.6223		GASOLINE
						CARDS			
		29.11	LITTLE DUKES RAMSEY		92425	JUNE 18 FUEL	0211.6223		GASOLINE
						CARDS			
		18.54	LITTLE DUKES RAMSEY		92425	JUNE 18 FUEL	0211.6223		GASOLINE
						CARDS			
		37.69	LITTLE DUKES RAMSEY		92425	JUNE 18 FUEL	0211.6223		GASOLINE
						CARDS			
		40.89	LITTLE DUKES RAMSEY		92425	JUNE 18 FUEL	0211.6223		GASOLINE
						CARDS			
		18.50	LITTLE DUKES RAMSEY		92425	JUNE 18 FUEL	0211.6223		GASOLINE
						CARDS			
		32.35	LITTLE DUKES RAMSEY		92425	JUNE 18 FUEL	0211.6223		GASOLINE
						CARDS			
		27.71	LITTLE DUKES RAMSEY		92425	JUNE 18 FUEL	0211.6223		GASOLINE
						CARDS			
		33.94	LITTLE DUKES RAMSEY		92425	JUNE 18 FUEL	0211.6223		GASOLINE

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99071418	7/13/2018		108768 COMDATA NETWORK INC						Continued.
						CARDS			
		26.59	LITTLE DUKES RAMSEY		92425	JUNE 18 FUEL	0211.6223		GASOLINE
						CARDS			
		48.38	HOLIDAY STNSTORE 0395		92425	JUNE 18 FUEL	0211.6223		GASOLINE
						CARDS			
		14.58	HOLIDAY STNSTORE 0395		92425	JUNE 18 FUEL	0211.6223		GASOLINE
						CARDS			
		48.45	HOLIDAY STNSTORE 0395		92425	JUNE 18 FUEL	0211.6223		GASOLINE
						CARDS			
		50.01	CASEYS RAMSEY		92425	JUNE 18 FUEL	0211.6223		GASOLINE
						CARDS			
		46.45	CASEYS RAMSEY		92425	JUNE 18 FUEL	0211.6223		GASOLINE
						CARDS			
		28.89	BILL'S SUPERETTE #8 (F		92425	JUNE 18 FUEL	0211.6223		GASOLINE
						CARDS			
		8.03	BILL'S SUPERETTE #8 (F		92425	JUNE 18 FUEL	0211.6223		GASOLINE
						CARDS			
		15.20	CASEYS RAMSEY		92425	JUNE 18 FUEL	0211.6223		GASOLINE
						CARDS			
		58.92	LITTLE DUKES RAMSEY		92425	JUNE 18 FUEL	0211.6223		GASOLINE
						CARDS			
		53.87	LITTLE DUKES RAMSEY		92425	JUNE 18 FUEL	0211.6223		GASOLINE
						CARDS			
		42.34	LITTLE DUKES RAMSEY		92425	JUNE 18 FUEL	0211.6223		GASOLINE
						CARDS			
		30.44	LITTLE DUKES RAMSEY		92425	JUNE 18 FUEL	0211.6223		GASOLINE
						CARDS			
		88.36	LITTLE DUKES RAMSEY		92425	JUNE 18 FUEL	0211.6223		GASOLINE
						CARDS			
		32.25	HOLIDAY STNSTORE 0323		92425	JUNE 18 FUEL	0211.6223		GASOLINE
						CARDS			
		46.13	LITTLE DUKES RAMSEY		92425	JUNE 18 FUEL	0211.6223		GASOLINE
						CARDS			
		56.63	LITTLE DUKES RAMSEY		92425	JUNE 18 FUEL	0211.6223		GASOLINE
						CARDS			
		32.65	CASEYS RAMSEY		92425	JUNE 18 FUEL	0211.6223		GASOLINE
						CARDS			
		36.21	LITTLE DUKES RAMSEY		92425	JUNE 18 FUEL	0211.6223		GASOLINE
						CARDS			
		27.57	LITTLE DUKES RAMSEY		92425	JUNE 18 FUEL	0211.6223		GASOLINE
						CARDS			
		56.41	CASEYS RAMSEY		92425	JUNE 18 FUEL	0211.6223		GASOLINE
						CARDS			
		57.59	LITTLE DUKES RAMSEY		92425	JUNE 18 FUEL	0211.6223		GASOLINE
						CARDS			
		19.32	LITTLE DUKES RAMSEY		92425	JUNE 18 FUEL	0211.6223		GASOLINE
						CARDS			
		28.48	LITTLE DUKES RAMSEY		92425	JUNE 18 FUEL	0211.6223		GASOLINE
						CARDS			
		48.79	LITTLE DUKES RAMSEY		92425	JUNE 18 FUEL	0211.6223		GASOLINE
						CARDS			
		27.51	LITTLE DUKES RAMSEY		92425	JUNE 18 FUEL	0211.6223		GASOLINE
						CARDS			
		33.56	CASEYS RAMSEY		92425	JUNE 18 FUEL	0211.6223		GASOLINE

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99071418	7/13/2018		108768 COMDATA NETWORK INC							
						CARDS				
		31.04	LITTLE DUKES RAMSEY		92425	JUNE 18 FUEL	0211.6223		GASOLINE	
						CARDS				
		31.19	HOLIDAY STNSTORE 0323		92425	JUNE 18 FUEL	0211.6223		GASOLINE	
						CARDS				
		30.36	HOLIDAY STNSTORE 0395		92425	JUNE 18 FUEL	0211.6223		GASOLINE	
						CARDS				
		35.77	CASEYS RAMSEY		92425	JUNE 18 FUEL	0211.6223		GASOLINE	
						CARDS				
		34.47	BILL'S SUPERETTE #10 (92425	JUNE 18 FUEL	0211.6223		GASOLINE	
						CARDS				
		31.77	LITTLE DUKES RAMSEY		92425	JUNE 18 FUEL	0211.6223		GASOLINE	
						CARDS				
		50.00	HOLIDAY STNSTORE 0395		92425	JUNE 18 FUEL	0211.6223		GASOLINE	
						CARDS				
		46.00	BILL'S SUPERETTE #8 (F		92425	JUNE 18 FUEL	0211.6223		GASOLINE	
						CARDS				
		48.88	CASEYS RAMSEY		92425	JUNE 18 FUEL	0211.6223		GASOLINE	
						CARDS				
		44.29	SUPERAMERICA 4508		92425	JUNE 18 FUEL	0211.6223		GASOLINE	
						CARDS				
		43.61	SUPERAMERICA 4508		92425	JUNE 18 FUEL	0211.6223		GASOLINE	
						CARDS				
		40.91	LITTLE DUKES RAMSEY		92425	JUNE 18 FUEL	0211.6223		GASOLINE	
						CARDS				
		43.12	KWIK TRIP 81200008128		92425	JUNE 18 FUEL	0211.6223		GASOLINE	
						CARDS				
		41.70	CASEYS RAMSEY		92425	JUNE 18 FUEL	0211.6223		GASOLINE	
						CARDS				
		46.17	CASEYS RAMSEY		92425	JUNE 18 FUEL	0452.6223		GASOLINE	
						CARDS				
		35.92	HOLIDAY STNSTORE 0395		92425	JUNE 18 FUEL	0452.6223		GASOLINE	
						CARDS				
		9.30	BILL'S SUPERETTE #8 (F		92425	JUNE 18 FUEL	0452.6223		GASOLINE	
						CARDS				
		37.76	BILL'S SUPERETTE #8 (F		92425	JUNE 18 FUEL	0452.6223		GASOLINE	
						CARDS				
		41.19	CASEYS RAMSEY		92425	JUNE 18 FUEL	0452.6223		GASOLINE	
						CARDS				
		12.01	BILL'S SUPERETTE #8 (F		92425	JUNE 18 FUEL	0452.6223		GASOLINE	
						CARDS				
		44.02	LITTLE DUKES RAMSEY		92425	JUNE 18 FUEL	0194.6223		GASOLINE	
						CARDS				
		59.34	LITTLE DUKES RAMSEY		92425	JUNE 18 FUEL	0194.6223		GASOLINE	
						CARDS				
		11.88	LITTLE DUKES RAMSEY		92425	JUNE 18 FUEL	0194.6223		GASOLINE	
						CARDS				
		59.51	HOLIDAY STNSTORE 0395		92425	JUNE 18 FUEL	0301.6223		GASOLINE	
						CARDS				
		59.53	CASEYS RAMSEY		92425	JUNE 18 FUEL	0301.6223		GASOLINE	
						CARDS				
		41.54	LITTLE DUKES RAMSEY		92425	JUNE 18 FUEL	0194.6223		GASOLINE	
						CARDS				
		38.57	LITTLE DUKES RAMSEY		92425	JUNE 18 FUEL	0194.6223		GASOLINE	

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99071418	7/13/2018		108768 COMDATA NETWORK INC						Continued.
						CARDS			
		33.18	BILL'S SUPERETTE #8 (F		92425	JUNE 18 FUEL	0220.6225		DIESEL FUEL
						CARDS			
		52.83	BILL'S SUPERETTE #8 (F		92425	JUNE 18 FUEL	0220.6225		DIESEL FUEL
						CARDS			
		44.44	BILL'S SUPERETTE #8 (F		92425	JUNE 18 FUEL	0220.6225		DIESEL FUEL
						CARDS			
		38.00	BILL'S SUPERETTE #8 (F		92425	JUNE 18 FUEL	0220.6225		DIESEL FUEL
						CARDS			
		10.87	LITTLE DUKES RAMSEY		92425	JUNE 18 FUEL	0220.6223		GASOLINE
						CARDS			
		56.57	LITTLE DUKES RAMSEY		92425	JUNE 18 FUEL	0220.6223		GASOLINE
						CARDS			
		45.58	BILL'S SUPERETTE #8 (F		92425	JUNE 18 FUEL	0220.6225		DIESEL FUEL
						CARDS			
		40.01	BILL'S SUPERETTE #11 (92425	JUNE 18 FUEL	0220.6223		GASOLINE
						CARDS			
		35.56	BILL'S SUPERETTE #11 (92425	JUNE 18 FUEL	0220.6223		GASOLINE
						CARDS			
		32.82	BILL'S SUPERETTE #11 (92425	JUNE 18 FUEL	0220.6223		GASOLINE
						CARDS			
		17.10	HOLIDAY STNSTORE 0323		92425	JUNE 18 FUEL	0220.6223		GASOLINE
						CARDS			
		26.12	CASEYS RAMSEY		92425	JUNE 18 FUEL	0220.6223		GASOLINE
						CARDS			
		31.93	CASEYS RAMSEY		92425	JUNE 18 FUEL	0220.6223		GASOLINE
						CARDS			
		25.50	BILL'S SUPERETTE #8 (F		92425	JUNE 18 FUEL	0220.6223		GASOLINE
						CARDS			
		40.86	BILL'S SUPERETTE #11 (92425	JUNE 18 FUEL	0220.6223		GASOLINE
						CARDS			
		29.80	BILL'S SUPERETTE #8 (F		92425	JUNE 18 FUEL	0220.6223		GASOLINE
						CARDS			
		37.48	BILL'S SUPERETTE #8 (F		92425	JUNE 18 FUEL	0220.6223		GASOLINE
						CARDS			
		71.09	BILL'S SUPERETTE #8 (F		92425	JUNE 18 FUEL	0220.6223		GASOLINE
						CARDS			
		51.57	BILL'S SUPERETTE #8 (F		92425	JUNE 18 FUEL	0220.6223		GASOLINE
						CARDS			
		65.01	BILL'S SUPERETTE #8 (F		92425	JUNE 18 FUEL	0220.6223		GASOLINE
						CARDS			
		57.49	BILL'S SUPERETTE #8 (F		92425	JUNE 18 FUEL	0220.6223		GASOLINE
						CARDS			
		73.46	CASEYS RAMSEY		92425	JUNE 18 FUEL	0452.6223		GASOLINE
						CARDS			
		67.51	CASEYS RAMSEY		92425	JUNE 18 FUEL	0452.6223		GASOLINE
						CARDS			
		47.31	LITTLE DUKES RAMSEY		92425	JUNE 18 FUEL	0452.6223		GASOLINE
						CARDS			
		110.68	BILL'S SUPERETTE #8 (F		92425	JUNE 18 FUEL	0452.6223		GASOLINE
						CARDS			
		62.71	BILL'S SUPERETTE #8 (F		92425	JUNE 18 FUEL	0452.6223		GASOLINE
						CARDS			
		84.00	BILL'S SUPERETTE #8 (F		92425	JUNE 18 FUEL	0452.6223		GASOLINE

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Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
99071418	7/13/2018		108768 COMDATA NETWORK INC						Continued.
						CARDS			
		66.00	BILL'S SUPERETTE #8 (F		92425	JUNE 18 FUEL	0452.6223		GASOLINE
						CARDS			
		91.39	BILL'S SUPERETTE #8 (F		92425	JUNE 18 FUEL	0452.6223		GASOLINE
						CARDS			
		59.67	BILL'S SUPERETTE #8 (F		92425	JUNE 18 FUEL	0452.6223		GASOLINE
						CARDS			
		114.00	BILL'S SUPERETTE #8 (F		92425	JUNE 18 FUEL	0452.6223		GASOLINE
						CARDS			
		51.19	BILL'S SUPERETTE #8 (F		92425	JUNE 18 FUEL	0452.6223		GASOLINE
						CARDS			
		105.65	BILL'S SUPERETTE #8 (F		92425	JUNE 18 FUEL	0452.6223		GASOLINE
						CARDS			
		57.40	BILL'S SUPERETTE #8 (F		92425	JUNE 18 FUEL	0452.6223		GASOLINE
						CARDS			
		123.24	BILL'S SUPERETTE #8 (F		92425	JUNE 18 FUEL	0452.6223		GASOLINE
						CARDS			
		89.33	BILL'S SUPERETTE #8 (F		92425	JUNE 18 FUEL	0452.6223		GASOLINE
						CARDS			
		97.51	BILL'S SUPERETTE #8 (F		92425	JUNE 18 FUEL	0452.6223		GASOLINE
						CARDS			
		77.61	HOLIDAY STNSTORE 0395		92425	JUNE 18 FUEL	0452.6223		GASOLINE
						CARDS			
		41.80	BILL'S SUPERETTE #8 (F		92425	JUNE 18 FUEL	0452.6223		GASOLINE
						CARDS			
		112.77	CASEYS RAMSEY		92425	JUNE 18 FUEL	0452.6223		GASOLINE
						CARDS			
		112.14	LITTLE DUKES RAMSEY		92425	JUNE 18 FUEL	0311.6223		GASOLINE
						CARDS			
		69.20	HOLIDAY STNSTORE 0395		92425	JUNE 18 FUEL	0452.6223		GASOLINE
						CARDS			
		95.92	HOLIDAY STNSTORE 0395		92425	JUNE 18 FUEL	0452.6223		GASOLINE
						CARDS			
		86.45	CASEYS RAMSEY		92425	JUNE 18 FUEL	0452.6223		GASOLINE
						CARDS			
		86.05	BILL'S SUPERETTE #8 (F		92425	JUNE 18 FUEL	0311.6223		GASOLINE
						CARDS			
		1.37	CASEYS RAMSEY		92425	JUNE 18 FUEL	0311.6223		GASOLINE
						CARDS			
		64.84	CASEYS RAMSEY		92425	JUNE 18 FUEL	0311.6223		GASOLINE
						CARDS			
		46.52	KWIK TRIP 46500004655		92425	JUNE 18 FUEL	0211.6223		GASOLINE
						CARDS			
		39.92	KWIK TRIP 47400004747		92425	JUNE 18 FUEL	0211.6223		GASOLINE
						CARDS			
		39.52	HOLIDAY STNSTORE 0309		92425	JUNE 18 FUEL	0211.6223		GASOLINE
						CARDS			
		45.22	LITTLE DUKES RAMSEY		92425	JUNE 18 FUEL	0211.6223		GASOLINE
						CARDS			
		47.04	SUPERAMERICA 4754		92425	JUNE 18 FUEL	0211.6223		GASOLINE
						CARDS			
		17.71	HOLIDAY STNSTORE 0395		92425	JUNE 18 FUEL	0211.6223		GASOLINE
						CARDS			
		28.80	HOLIDAY STNSTORE 0395		92425	JUNE 18 FUEL	0211.6223		GASOLINE

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99071418	7/13/2018		108768 COMDATA NETWORK INC						Continued.
						CARDS			
		23.40	HOLIDAY STNSTORE 0395		92425	JUNE 18 FUEL	0211.6223		GASOLINE
						CARDS			
		32.90	HOLIDAY STNSTORE 0395		92425	JUNE 18 FUEL	0211.6223		GASOLINE
						CARDS			
		34.65	CASEYS RAMSEY		92425	JUNE 18 FUEL	0211.6223		GASOLINE
						CARDS			
		31.99	LITTLE DUKES RAMSEY		92425	JUNE 18 FUEL	0211.6223		GASOLINE
						CARDS			
		16.57	LITTLE DUKES RAMSEY		92425	JUNE 18 FUEL	0211.6223		GASOLINE
						CARDS			
		32.78	LITTLE DUKES RAMSEY		92425	JUNE 18 FUEL	0211.6223		GASOLINE
						CARDS			
		24.93	CASEYS RAMSEY		92425	JUNE 18 FUEL	0211.6223		GASOLINE
						CARDS			
		26.90	CASEYS RAMSEY		92425	JUNE 18 FUEL	0211.6223		GASOLINE
						CARDS			
		39.36	CASEYS RAMSEY		92425	JUNE 18 FUEL	0211.6223		GASOLINE
						CARDS			
		30.42	CASEYS RAMSEY		92425	JUNE 18 FUEL	0211.6223		GASOLINE
						CARDS			
		24.60	CASEYS RAMSEY		92425	JUNE 18 FUEL	0211.6223		GASOLINE
						CARDS			
		38.22	CASEYS RAMSEY		92425	JUNE 18 FUEL	0211.6223		GASOLINE
						CARDS			
		17.19	CASEYS RAMSEY		92425	JUNE 18 FUEL	0211.6223		GASOLINE
						CARDS			
		31.65	LITTLE DUKES RAMSEY		92425	JUNE 18 FUEL	0211.6223		GASOLINE
						CARDS			
		18.89	LITTLE DUKES RAMSEY		92425	JUNE 18 FUEL	0211.6223		GASOLINE
						CARDS			
		29.67	LITTLE DUKES RAMSEY		92425	JUNE 18 FUEL	0211.6223		GASOLINE
						CARDS			
		28.88	LITTLE DUKES RAMSEY		92425	JUNE 18 FUEL	0211.6223		GASOLINE
						CARDS			
		30.17	LITTLE DUKES RAMSEY		92425	JUNE 18 FUEL	0211.6223		GASOLINE
						CARDS			
		31.21	LITTLE DUKES RAMSEY		92425	JUNE 18 FUEL	0211.6223		GASOLINE
						CARDS			
		10.79	LITTLE DUKES RAMSEY		92425	JUNE 18 FUEL	0211.6223		GASOLINE
						CARDS			
		5.93	CASEYS GEN STORE 1988		92425	JUNE 18 FUEL	9601.6223		GASOLINE
						CARDS			
		49.08	LITTLE DUKES RAMSEY		92425	JUNE 18 FUEL	9601.6223		GASOLINE
						CARDS			
		84.39	LITTLE DUKES RAMSEY		92425	JUNE 18 FUEL	9602.6223		GASOLINE
						CARDS			
		78.64	LITTLE DUKES RAMSEY		92425	JUNE 18 FUEL	9602.6223		GASOLINE
						CARDS			
		55.18	LITTLE DUKES RAMSEY		92425	JUNE 18 FUEL	9602.6223		GASOLINE
						CARDS			
		68.33	LITTLE DUKES RAMSEY		92425	JUNE 18 FUEL	9602.6223		GASOLINE
						CARDS			

11,374.99

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99071418	7/13/2018		108768 COMDATA NETWORK INC						Continued.
99490642	7/13/2018		114790 GREAT WEST LIFE AND ANNUITY INS CO						
		8,974.00			92431	07121813123512	9101.2175		DEFERRED COMPENSAT
		<u>8,974.00</u>							
99492763	7/13/2018		114790 GREAT WEST LIFE AND ANNUITY INS CO						
		2,479.03			92432	07121813123513	9101.2176		LIFE/HEALTH-EMPLOYEE
		<u>2,479.03</u>							
99647026	7/13/2018		100223 ICMA RETIREMENT TRUST 457						
		2,191.78			92428	0712181312351	9101.2175		DEFERRED COMPENSAT
		<u>2,191.78</u>							
		<u><u>188,152.74</u></u>	Grand Total						

Payment Instrument Totals

Checks	45,114.72
EFT Payments	<u>143,038.02</u>
Total Payments	188,152.74

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Originator JLIPSKI
Payment Instrument Check Payment
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Number	Payee Name / Mailing Address	Stub Message	Document Ty	Document Number	Document Itm	Document Co	Due Date	Invoice Number	Payment Amount
Payment Amount									320.00
107591	ARMORTHANE BEDLINERS PLUS TRUCK ACCES.	BEDLINER 698	PV	92442	001	09101	7/9/2018	14657	400.00
	ARMORTHANE BEDLINERS PLUS TRUCK ACCES. 14155 UNITY STREET NW RAMSEY MN 55303								Summary Total 400.00
Payment Amount									400.00
100063	ASPEN MILLS	BODY ARMOR C. GARDNER	PV	92342	001	09290	6/29/2018	219257	1,147.95
	ASPEN MILLS 8201 C CENTRAL AVE NE								Summary Total 1,147.95
	FRANKFURTH- LED STINGER		PV	92343	001	09101	7/5/2018	219538	134.95
	SPRING LAKE PARK MN 55432								Summary Total 134.95
Payment Amount									1,282.90
100086	BLUE VELVET INC	PD JULY 18 UNLIMITED WASHES	PV	92344	001	09101	7/3/2018	070318	299.50
	BLUE VELVET INC 14101 ST FRANCIS BLVD								Summary Total 299.50
	RAMSEY MN 55303	FIRE JULY 18 UNLIMITED WASHES	PV	92345	001	09101	7/3/2018	070318A	149.75
Payment Amount									449.25
100306	BUREAU OF CRIMINAL APPREHENSION	APRIL- JUNE 18 ACCESS FEE	PV	92346	001	09101	6/30/2018	00000486191	390.00
	BUREAU OF CRIMINAL APPREHENSION MNJIS SECTION- ATTEN: KIM LACEK 1430 MARYLAND AVENUE EAST ST PAUL MN 55106								Summary Total 390.00
Payment Amount									390.00
116197	CINTAS CORPORATION	UNIFORM CLEANING	PV	92347	001	09101	7/5/2018	4007286938	28.37
	CINTAS CORPORATION	UNIFORM CLEANING	PV	92347	002	09101	7/5/2018	4007286938	28.37
	CINTAS LOC #4K	UNIFORM CLEANING	PV	92347	003	09101	7/5/2018	4007286938	23.00
	P O BOX 650838	UNIFORM CLEANING	PV	92347	004	09101	7/5/2018	4007286938	4.00
	DALLAS TX 75265-0838								Summary Total 83.74
	FIRE- MATS		PV	92348	001	09101	7/5/2018	4007286912	16.56

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Payee		Stub	Document		Due	Invoice	Payment
Number	Name / Mailing Address	Message	Ty	Number	Item	Co	Amount
Summary Total							16.56
Payment Amount							100.30
100111	COMMERCIAL ASPHALT COMPANY	ASPHALT	PV	92349	001	09101	6/30/2018 180630 298.74
Summary Total							298.74
Payment Amount							298.74
100112	COMMISSIONER OF TRANSPORTATION	RE; RIVERDALE EXT	PV	92350	001	09402	6/20/2018 P00009208 217.46
Summary Total							217.46
Payment Amount							217.46
107691	DEPT EMPLOYMENT AND ECONOMIC DEVELOPMENT	2018 2ND QTR	PV	92443	001	09702	7/12/2018 071218 367.20
Summary Total							367.20
Payment Amount							367.20
100158	ECM PUBLISHERS INC	PUB HEAR- BUZICK	PV	92382	001	09804	6/22/2018 609994 80.63
Summary Total							80.63
100158	ECM PUBLISHERS INC	HEARING- FARRELL	PV	92383	001	09804	6/22/2018 609995 75.25
Summary Total							75.25
100158	COON RAPIDS MN 55433	HEAR- NEIGH. DISTRICT	PV	92384	001	09101	6/22/2018 609997 59.13
Summary Total							59.13
100158	COON RAPIDS MN 55433	LIQUOR- PH BATSCHE	PV	92444	001	09101	6/29/2018 611729 64.50
Summary Total							64.50
Payment Amount							279.51
100169	EMERGENCY APPARATUS MAINTENANCE INC	WORK ON 556	PV	92463	001	09101	6/25/2018 100751 356.15
100169	EMERGENCY APPARATUS MAINTENANCE INC	WORK ON 556	PV	92463	002	09101	6/25/2018 100751 1,100.00
Summary Total							1,456.15
7512	4TH AVENUE LINO LAKES MN 55014	WORK ON 500	PV	92464	001	09101	6/25/2018 100766 103.12

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Payee	Stub	Document	Due	Invoice	Payment
Number	Name / Mailing Address	Ty Number Itm Co	Date	Number	Amount
	WORK ON 500	PV 92464 002 09101	6/25/2018	100766	8.25
		Summary Total			111.37
		Payment Amount			1,567.52
100143	FERGUSON WATERWORKS # 2516	PV 92385 001 09601	6/28/2018	0289343	247.82
	Summary Total				247.82
	FERGUSON WATERWORKS 2516 P O BOX 802817	PV 92386 001 09601	6/28/2018	0289341	1,421.67
	Summary Total				1,421.67
	CHICAGO IL 60680-2817	PV 92387 001 09601	6/27/2018	0289032	2,948.52
	Summary Total				2,948.52
	Payment Amount				4,618.01
112421	FIRST SCRIBE	PV 92448 001 09101	7/1/2018	2477641	200.00
	Summary Total				200.00
	FIRST SCRIBE 110 CHESHIRE LANE SUITE 105 MINNETONKA MN 55305	Payment Amount			200.00
116084	FORD OF HIBBING	PV 92449 001 09101	7/9/2018	9991026	26,078.45
	Summary Total				26,078.45
	FORD OF HIBBING 2627 13TH AVENUE E HIBBING MN 55746	Payment Amount			26,078.45
100200	GOPHER STATE ONE CALL INC	PV 92388 001 09601	6/30/2018	8060671	177.30
	GOPHER STATE ONE CALL	PV 92388 002 09601	6/30/2018	8060671	177.30
	7223 PARKWAY DRIVE	PV 92388 003 09601	6/30/2018	8060671	177.30
	Summary Total				531.90
	HANOVER MD 21076-1317	Payment Amount			531.90
100650	GRAINGER	PV 92450 001 09101	7/6/2018	9838880624	90.19
	Summary Total				90.19
	GRAINGER INC DEPT, 806511127 PALATINE IL 60038-0001				

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Payee	Stub	Document	Due	Invoice	Payment			
Number	Name / Mailing Address	Ty	Number	Item	Co	Date	Number	Amount
								90.19
100209	HAKANSON ANDERSON ASSOC INC	RE: STANHOPE TER, STAKING	PV	92351	001 09435	6/22/2018	40169	3,960.00
	HAKANSON ANDERSON ASSOC INC							Summary Total 3,960.00
	3601 THURSTON AVENUE							Payment Amount 3,960.00
	ANOKA MN 55303-1063							
100211	HAWKINS INC	CHEMICALS	PV	92403	001 09601	7/2/2018	4313570	6,752.12
	HAWKINS INC							Summary Total 6,752.12
	P O BOX 860263							Payment Amount 6,752.12
	MINNEAPOLIS MN 55486-0263							
112160	HOLIDAY COMPANIES	PD WASHES	PV	92352	001 09101	7/1/2018	468_01071850	32.50
	HOLIDAY COMPANIES							Summary Total 32.50
	4567 AMERICAN BLVD W							Payment Amount 32.50
	BLOOMINGTON MN 55437							
113985	HYDRO KLEAN	TELEWISE LINES	PV	92390	001 09602	6/22/2018	60344	11,031.30
	HYDRO KLEAN							Summary Total 11,031.30
	333 NW 49TH PLACE							Payment Amount 11,031.30
	DES MOINES IA 50313							
107763	JEFFERSON FIRE AND SAFETY INC	BLU DBL JKT FIRE HOSE	PV	92451	001 09101	6/26/2018	249338	1,900.00
	JEFFERSON FIRE AND SAFETY INC							Summary Total 1,900.00
	7617 DONNA DRIVE							Payment Amount 1,900.00
	MIDDLETON WI 53562							
100259	LEAGUE OF MN CITIES INS TRUST	RE: C. GARDNER	PV	92353	001 09702	7/1/2018	12741	530.57
	LEAGUE OF MN CITIES INS TRUST							Summary Total 530.57
	C/O BERKLEY RISK SERVICES INC							
	P O BOX 581517							

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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
	P O BOX 64893	RE:14165 RAMSEY BLVD	PV	92392	001	09230	6/20/2018	10000060661	125.00
	ST PAUL MN 55164-0893								Summary Total 125.00
									Payment Amount 250.00
100341	MTI DISTRIBUTING INC	PULLEY- IDLER	PV	92393	001	09101	7/3/2018	1175282-00	97.94
	MTI DISTRIBUTING INC								Summary Total 97.94
	SDS 12-1900								
	P O BOX 86								
	MINNEAPOLIS MN 55486-1900								Payment Amount 97.94
113946	MUNICIPAL EMERGENCY SERVICES INC	GLOBE JACKET REPAIRS	PV	92357	001	09101	6/27/2018	IN1240307	442.97
	MUNICIPAL EMERGENCY SERVICES INC								Summary Total 442.97
	DEPOSITORY ACCOUNT								
	75 REMITTANCE DRIVE SUITE 3135								
	CHICAGO IL 60675								Payment Amount 442.97
100345	NAPA AUTO PARTS ELK RIVER	DRY GRAPHITE LUB	PV	92358	001	09101	7/2/2018	968630	7.99
	NAPA AUTO PARTS ELK RIVER								Summary Total 7.99
	17137 YALE STREET NW	MISC SUPPLIES	PV	92359	001	09101	7/2/2018	968629	36.96
	P O BOX 1041								Summary Total 36.96
	ELK RIVER MN 55330								Payment Amount 44.95
114149	NATIONAL RESEARCH CENTER INC	CITIZEN SURVEY	PV	92394	001	09101	6/28/2018	6867	5,085.00
	NATIONAL RESEARCH CENTER INC								Summary Total 5,085.00
	2955 VALMONT ROAD SUITE 300								
	BOULDER CO 80301								Payment Amount 5,085.00
100354	NEWMAN TRAFFIC SIGNS	SIGN MATERIAL	PV	92360	001	09101	6/28/2018	TRFINV003140	2,392.58
	NEWMAN TRAFFIC SIGNS								Summary Total 2,392.58
	PO BOX 1728								
	JAMESTOWN ND 58402-1728								Payment Amount 2,392.58

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Payee		Stub	Document			Due	Invoice	Payment	
Number	Name / Mailing Address	Message	Ty	Number	Itm	Co	Date	Number	Amount
100360	NORTH STAR TOWING INC	TOW- PD	PV	92361	001	09101	6/2/2018	60646	149.00
	NORTH STAR TOWING INC 833 NORTH STREET ANOKA MN 55303								Summary Total 149.00
									Payment Amount 149.00
100363	NORTHERN SANITARY SUPPLY CO	MISC SUPPLIES	PV	92454	001	09101	7/6/2018	191645	382.71
	NORTHERN SANITARY SUPPLY CO 341 COON RAPIDS BLVD MINNEAPOLIS MN 55433								Summary Total 382.71
									Payment Amount 382.71
115232	NORTHERN TECHNOLOGIES LLC	COR INFILTRTION GEO	PV	92362	001	09605	7/2/2018	27178	4,400.00
	NORTHERN TECHNOLOGIES LLC 3522 4TH AVENUE S FARGO ND 58103								Summary Total 4,400.00
		RE: YOLITE STREET	PV	92363	001	09214	7/2/2018	27168	1,049.00
									Summary Total 1,049.00
		BUNKER/PUMA LIFT STATION	PV	92364	001	09602	7/2/2018	27167	355.50
									Summary Total 355.50
		BUNKER LK IND PARK	PV	92365	001	09804	7/2/2018	27186	2,128.25
									Summary Total 2,128.25
		RIVERDALE DRIVE EXT	PV	92366	001	09402	7/2/2018	27175	1,200.75
									Summary Total 1,200.75
		RIVERS BEND ST RECON	PV	92367	001	09435	7/2/2018	26998	1,378.00
									Summary Total 1,378.00
		STANHOPE TER ST RECON	PV	92368	001	09435	6/28/2018	26997	2,042.25
									Summary Total 2,042.25
		RIVERSTONE 1ST ADD.	PV	92369	001	09804	6/28/2018	27085	651.75
									Summary Total 651.75
		BROOKFIELD 7TH ADD	PV	92370	001	09804	6/28/2018	27025	273.75
									Summary Total 273.75
		THE WOODLANDS 4TH ADD	PV	92371	001	09804	6/28/2018	26996	1,701.25
									Summary Total 1,701.25

R04570

CITY OF RAMSEY
Create Payment Control Groups

Bank Account 00002224 CASH IN BANK
Version LOGIS004V
Originator JLIPSKI
Payment Instrument Check Payment
Pay Through Date 12/31/2018

Number	Payee Name / Mailing Address	Stub Message	Document Ty	Number	Itm	Co	Due Date	Invoice Number	Payment Amount
Payment Amount									15,180.50
115071	NORTHLAND OCCUPATIONAL HEALTH	TESTS-HUETHER/HOEKMAN	PV	92455	001	09101	7/10/2018	1942	50.00
Summary Total									50.00
	NORTHLAND OCCUPATIONAL HEALTH	TEST-MAXEY	PV	92456	001	09101	6/29/2018	1937	50.00
Summary Total									50.00
Payment Amount									100.00
114134	PHASOR ELECTRIC COMPANY	REPAIR HWY 47 AND ALPINE	PV	92372	001	09101	6/28/2018	046181	150.00
Summary Total									150.00
	PHASOR ELECTRIC COMPANY	REPLACE 3 ST LIGHTS-LED	PV	92373	001	09603	6/28/2018	046180	2,760.00
Summary Total									2,760.00
Payment Amount									2,910.00
111488	POPP.COM INC	JUNE 18 SERVICE	PV	92457	001	09101	6/30/2018	992494105	117.18
	POPP.COM INC	JUNE 18 SERVICE	PV	92457	002	09101	6/30/2018	992494105	26.63
	620 MENDELSSOHN AVE NO SUITE 101	JUNE 18 SERVICE	PV	92457	003	09101	6/30/2018	992494105	31.96
	GOLDEN VALLEY MN 55427	JUNE 18 SERVICE	PV	92457	004	09101	6/30/2018	992494105	181.10
		JUNE 18 SERVICE	PV	92457	005	09101	6/30/2018	992494105	31.96
		JUNE 18 SERVICE	PV	92457	006	09101	6/30/2018	992494105	90.55
		JUNE 18 SERVICE	PV	92457	007	09101	6/30/2018	992494105	37.29
		JUNE 18 SERVICE	PV	92457	008	09101	6/30/2018	992494105	108.57
		JUNE 18 SERVICE	PV	92457	009	09101	6/30/2018	992494105	86.58
		JUNE 18 SERVICE	PV	92457	010	09101	6/30/2018	992494105	106.28
		JUNE 18 SERVICE	PV	92457	011	09101	6/30/2018	992494105	57.72
Summary Total									875.82
Payment Amount									875.82
107978	PREMIER COMMERCIAL PROPERTIES INC	HWY 10 MANAGEMENT	PV	92374	001	09410	6/30/2018	5906	200.00
	PREMIER COMMERCIAL PROPERTIES INC	HWY 10 MANAGEMENT	PV	92374	002	09410	6/30/2018	5906	200.00
	299 COON RAPIDS BLVD NW #200	HWY 10 MANAGEMENT	PV	92374	003	09410	6/30/2018	5906	200.00
	COON RAPIDS MN 55433	HWY 10 MANAGEMENT	PV	92374	004	09410	6/30/2018	5906	200.00
Summary Total									800.00

R04570

CITY OF RAMSEY
Create Payment Control Groups

Bank Account 00002224 CASH IN BANK
Version LOGIS004V
Originator JLIPSKI
Payment Instrument Check Payment
Pay Through Date 12/31/2018

Payee	Stub	Document	Due	Invoice	Payment
Number	Name / Mailing Address	Ty Number Itm Co	Date	Number	Amount
	LEASE FEES- POWER LODGE	PV 92395 001 09410	6/22/2018	5922	5,122.39
		Summary Total			5,122.39
	LEASE FEE RM GOLF	PV 92396 001 09410	6/22/2018	5921	362.17
		Summary Total			362.17
		Payment Amount			6,284.56
112959 PREMIUM WATERS INC	WATER- FIRE DEPT JUNE 2018	PV 92458 001 09101	6/30/2018	621332-06-18	89.94
		Summary Total			89.94
PREMIUM WATERS INC P O BOX 9128 MINNEAPOLIS MN 55480-9128	WATER- FIRE DEPT JUNE 18	PV 92459 001 09101	6/30/2018	621331-06-18	29.64
		Summary Total			29.64
		Payment Amount			119.58
114163 RCM SPECIALTIES INC	EMULSION	PV 92375 001 09101	7/2/2018	6636	4,364.55
		Summary Total			4,364.55
RCM SPECIALTIES INC 12090 MARGO AVENUE SOUTH SUITE B HASTINGS MN 55033	DRESSER FA2 MOD	PV 92376 001 09101	6/29/2018	6630	4,523.15
		Summary Total			4,523.15
		Payment Amount			8,887.70
115583 SANDARIN, BARBARA	JULY 2018 YOGA CLASSES	PV 92377 001 09101	7/9/2018	070918	450.00
		Summary Total			450.00
BARBARA SANDARIN 1824 113TH LANE NW COON RAPIDS MN 55433		Payment Amount			450.00
111291 SHRM	C. LASHER MEMBERSHIP 18-19	PV 92378 001 09101	7/2/2018	9007506274	209.00
		Summary Total			209.00
SHRM P O BOX 791139 BALTIMORE MD 21279-1139		Payment Amount			209.00
114269 SPEEDCUTTERS OUTDOOR MAINTENANCE LLC	JUNE 2018 SERVICE	PV 92379 001 09101	6/24/2018	5373	460.64
		Summary Total			460.64
SPEEDCUTTERS OUTDOOR MAINTENANCE LLC					

R04570

CITY OF RAMSEY
Create Payment Control Groups

Bank Account 00002224 CASH IN BANK
Version LOGIS004V
Originator JLIPSKI
Payment Instrument Check Payment
Pay Through Date 12/31/2018

Payee	Stub	Document	Due	Invoice	Payment				
Number	Name / Mailing Address	Ty	Number	Itm	Co	Date	Number	Amount	
					18				
					Summary Total	4,646.00			
					Payment Amount	5,403.50			
101257	YOUTH FIRST	2018 DONATIONS	PV	92402	001	09270	7/8/2018	050318	15,000.00
					Summary Total	15,000.00			
					Payment Amount	15,000.00			
					Total Amount to be Processed	151,436.34			
					Total Number of Payments to be Processed	56			

R04570

CITY OF RAMSEY
Create Payment Control Groups

Bank Account 00002224 CASH IN BANK
Version LOGIS004V
Originator JLIPSKI
Payment Instrument Check Payment
Pay Through Date 12/31/2018

Payee	Stub	Document	Due	Invoice	Payment				
Number	Name / Mailing Address	Ty	Number	Item	Co	Date	Number	Amount	
111093	DOUGLAS KERR UNDERGROUND LLC	PAY EST 4 RIVERDALE DRIVE	PV	92465	001	09402	7/11/2018	071118	146,713.12
	DOUGLAS KERR UNDERGROUND LLC							Summary Total	146,713.12
	P O BOX 85	PAY EST 3 PUMA ST UTILITY	PV	92466	001	09602	7/13/2018	071318	63,184.45
	MORA MN 55051	PAY EST 3 PUMA ST UTILITY	PV	92466	002	09602	7/13/2018	071318	3,592.96-
		PAY EST 3 PUMA ST UTILITY	PV	92466	003	09602	7/13/2018	071318	12,084.80
								Summary Total	71,676.29
								Payment Amount	218,389.41
116334	MN BOARDWALK LLC	PAY EST 2 TROTT BRK BRDWLK	PV	92467	001	09805	7/17/2018	071718	31,160.00
	MN BOARDWALK LLC							Summary Total	31,160.00
	8617 80TH STREET							Payment Amount	31,160.00
	GLENCOE MN 55336								
101234	NORTH VALLEY, INC	PAY EST 1 2018 STREET OVERLAY	PV	92468	001	09435	7/13/2018	071318	449,858.15
	NORTH VALLEY, INC							Summary Total	449,858.15
	20015 IGUANA STREET NW	PAY EST 2 STANHOPE TER RECON	PV	92469	001	09435	7/13/2018	071118	76,099.45
	NOWTHEN MN 55330							Summary Total	76,099.45
		PAY EST 2 RIVERS BEND RECON	PV	92470	001	09435	7/12/2018	071218	53,412.14
								Summary Total	53,412.14
								Payment Amount	579,369.74
								Total Amount to be Processed	828,919.15
								Total Number of Payments to be Processed	3

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #18-146

RESOLUTION APPROVING CASH DISBURSEMENTS MADE AND AUTHORIZING PAYMENT OF ACCOUNTS PAYABLE INVOICING RECEIVED DURING THE PERIOD OF JULY 4, 2018 THROUGH JULY 19, 2018.

WHEREAS, the City of Ramsey Finance Department has made cash disbursements and received accounts payable invoicing during the period of July 4, 2018, through July 19, 2018, in the amount of \$1,323,842.66 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 July 4, 2018, through July 19, 2018, in the amount of \$ 1,323,842.66.

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

and the following voted against the same:

and the following abstained:

and the following were absent:

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 24th day of July 2018.

Mayor

ATTEST:

City Clerk

CC Regular Session

4. 6.

Meeting Date: 07/24/2018

By: Diana Lund, Finance

Information

Title

Adopt Resolution #18-152 Appointing Assistant Finance Director Angela McIntire as Alternate Director to the Local Government Information Systems (LOGIS) Board

Purpose/Background:

Purpose: To appoint Angela McIntire as Alternate Director to serve on the LOGIS Board of Directors.

Background: The City of Ramsey has been a member of the Joint and Cooperative Agreement with Local Government Information Systems (LOGIS) at least since 1987. The Agreement with LOGIS talks about the "Board" and membership on the Board. The agreement defines Board as the Board of Directors of LOGIS, consisting of one director from each governmental unit which is a member of LOGIS. Each member is entitled to one director who shall have one vote. Each member shall also be entitled to one alternate director who shall be entitled to attend meetings of the board and who may vote in the absence of the member's director. Directors and alternate directors shall be appointed by the Council of each City. Directors and alternate directors shall be appointed to serve until their successors are appointed and qualified. The director has the authority to vote on approval of the yearly LOGIS budgets and other services, contracts and assessments. In most cities, the appointment is the IT Manager, Finance Director, or City Administrator.

Currently, the City's IT Manager, Jason Fredrickson, attends all the IT meetings and has most contact and works most closely with LOGIS. In the off-chance that Mr. Fredrickson could not attend, Patrick Brama had been assigned as the Alternate Director. With Mr. Brama's resignation, and the need for an Alternate Director to be named, the recommendation is for Angela McIntire, Assistant Finance Director. Both Mr. Fredrickson and Ms. McIntire report to the Finance Director and the Alternate Director cannot be another IT position.

Action:

Motion to adopt Resolution #18-152 Appointing Assistant Finance Director, Angela McIntire as Alternate Director to the Local Government Information Systems (LOGIS) Board

Attachments

Reso #18-152

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kathy Schmitz	07/17/2018 10:38 AM
Tim Gladhill	Tim Gladhill	07/18/2018 03:21 PM
Form Started By: Diana Lund		Started On: 07/16/2018 11:42 AM
Final Approval Date: 07/18/2018		

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #18-152

RESOLUTION APPOINTING ASSISTANT FINANCE DIRECTOR ANGELA MCENTIRE AS ALTERNATE DIRECTOR TO THE LOCAL GOVERNMENT INFORMATION SYSTEMS (LOGIS) BOARD

WHEREAS, the City of Ramsey is a member of the Joint Powers Agreement with the Local Government Information Systems (LOGIS); and

WHEREAS, each member City is entitled to one director and one alternate director to serve on the LOGIS Board; and

WHEREAS, the last formal appointment by resolution to the LOGIS Board was made in April 2014 when the City's Council appointed IT Coordinator, currently IT Manager, Jason Fredrickson as Director and Assistant City Administrator Patrick Brama as Alternate Director; and

WHEREAS, the majority of member cities appoint their IT Managers, Finance Directors or City Managers/Administrators to the role of Director and Alternate Director; and

WHEREAS, the Director, and in the absence of the Director, the Alternate Director, has one vote and would have the authority to approve the yearly LOGIS budgets, and other services, contracts, and assessments; and

WHEREAS, with the resignation of Assistant City Administrator, Patrick Brama, Assistant Finance Director Angela McEntire, would serve as the Alternate Director if appointed.

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 appoints Assistant Finance Director Angela McEntire to serve as the Alternate Director to represent the City of Ramsey on the Local Government Information Systems (LOGIS) Board.

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

and the following voted against the same:

and the following abstained:

and the following were absent:

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 24th day of July, 2018.

Mayor

ATTEST:

City Clerk

CC Regular Session

4. 7.

Meeting Date: 07/24/2018

Submitted For: Bruce Westby, Engineering/Public Works

By: Marsha Weidner, Engineering/Public Works

Information

Title

Adopt Resolution #18-147 Authorizing Partial Payment to North Valley, Inc for Improvement Project 18-00 Stanhope Terrace Street Reconstruction

Purpose/Background:

Resolution and Pay Request Attached

Recommendation:

The Senior Engineering Technician has inspected the completed work and recommends partial payment to North Valley, Inc. for Improvement Project 18-00, Stanhope Terrace Street Reconstruction in the amount of \$76,099.45.

Action:

Motion to Adopt Resolution 18-147 authorizing partial payment to North Valley, Inc for Improvement Project 18-00, Stanhope Terrace Street Reconstruction in the amount of \$76,099.45.

Attachments

Pay Resolution

Pay Estimate

Form Review

Inbox	Reviewed By	Date
Bruce Westby	Marsha Weidner	07/16/2018 08:49 AM
Bruce Westby	Bruce Westby	07/18/2018 04:19 PM
Kurt Ulrich	Bruce Westby	07/18/2018 04:22 PM
Tim Gladhill	Tim Gladhill	07/19/2018 12:04 PM
Bruce Westby	Kathy Schmitz	07/19/2018 12:16 PM
Kurt Ulrich	Kathy Schmitz	07/19/2018 12:17 PM
Form Started By: Marsha Weidner		Started On: 07/13/2018 02:28 PM
Final Approval Date: 07/19/2018		

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #18-147

RESOLUTION AUTHORIZING PARTIAL PAYMENT TO NORTH VALLEY, INC. FOR IMPROVEMENT PROJECT #18-00, STANHOPE TERRACE STREET RECONSTRUCTIONS,

WHEREAS, pursuant to Ramsey City Council Resolution #17-07-168, adopted July 11, 2017, the City Engineer was ordered to prepare a Feasibility Report to study the feasibility of reconstructing approximately 0.52 miles of streets within the Stanhope Terrace development including Ute Street from Alpine Drive to its termini cul-de-sac, 154th Avenue between Ute Street and Roanoke Street, and 153rd Court from Roanoke Street to its termini cul-de-sac, including the reconstruction of streets and curb and gutter, the construction of storm sewer, and other appurtenant work; and

WHEREAS, pursuant to Ramsey City Council Resolution #17-10-271, adopted October 24, 2017, the City Council received and accepted the Feasibility Report, and a Public Hearing was ordered for November 14, 2017, to consider the proposed improvements for said streets in accordance with the Feasibility Report; and

WHEREAS, benefiting properties are proposed to be assessed for 25-percent of the cost of eligible improvements, pursuant to Minnesota Statutes Chapter 429, Chapter 8 of the City Charter, and the City's Special Assessments Policy; and

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

WHEREAS, pursuant to Ramsey City Council Resolution #17-11-285, adopted November 14, 2017, the Feasibility Report was approved following a Public Hearing and the City Engineer was designated as the engineer for this improvement and was ordered to prepare plans and specifications for the making of such improvements; and

WHEREAS, pursuant to Ramsey City Council Resolution #18-035, adopted February 12, 2018, the City Council accepted final plans and specifications and authorized advertisements for bids for said improvements; and

WHEREAS, pursuant to Ramsey City Council Resolution #18-059, adopted March 27th, 2018, the bid of North Valley, Inc. in the amount of \$303,756.46 for the total bid was accepted as the lowest responsible bidder; and

WHEREAS, as of July, 24, 2018, \$187,462.88 has been paid to date; and

WHEREAS, as the Senior Engineering Technician has inspected the completed work and recommends partial payment to North Valley, Inc. for IP 18-00, Stanhope Terrace Street Reconstruction in the amount of \$76,099.45.

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

- 1) That the City Council hereby authorizes partial payment to North Valley, Inc. for Improvement Project #18-00, Stanhope Terrace Street Reconstruction in the amount of \$76,099.45.
- 2) That the City Council hereby accepts the completed work 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 July 24, 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 24th day of July, 2018.

Acting Mayor

ATTEST:

City Clerk

18-77

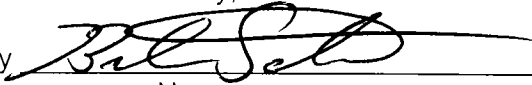
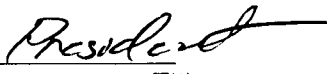
Pay Estimate Summary Sheet
 IP 18-00 STANHOPE TERRACE STREET RECONSTRUCTION
 City of Ramsey
 Estimate no 2

TOTAL CONTRACT	\$	303,756.46
	\$	-
TOTAL CONTRACT	\$	303,756.46
STORED MATERIALS		
TOTAL, COMPLETED WORK TO DATE	\$	277,434.03
TOTAL WORK COMPLETED PLUS STORED MATERIALS	\$	277,434.03
RETAINED PERCENTAGE 5%	\$	13,871.70
NET AMOUNT DUE TO CONTRACTOR TO DATE	\$	263,562.33
TOTAL AMOUNT PAID ON PREVIOUS ESTIMATES	\$	187,462.88
PAY CONTRACTOR PER ESTIMATE NO. 2	\$	76,099.45

Certificate for Partial Payment

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

Contractor: North Valley, Inc.

By  
 Name Title

Date 7/11/18

CHECKED AND APPROVED AS TO QUANTITIES AND AMOUNT:

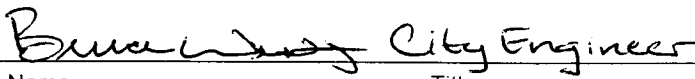
ENGINEER: CITY OF RAMSEY

By  Civil Engineer IV
 Leonard Linton, PE

Date 7/13/18

APPROVED FOR PAYMENT:

OWNER: City of Ramsey

By  City Engineer 7/13/18
 Name Title Date

**IP 18-00 STANHOPE TERRACE STREET RECONSTRUCTION
PAY ESTIMATE**

PAY ESTIMATE NO. 2

BASE BID	\$ 303,756.46	\$ 80,104.69	\$ 277,434.03
 TOTAL BID	 \$ 303,756.46	 \$ 80,104.69	 \$ 277,434.03

ITEM No.	MNDOT No.	ITEM DESCRIPTION	UNIT	CONTRACT AMOUNT		PAY THIS PERIOD		PAID TO DATE		
				TOTAL ESTIMATE QUANTITY	UNIT PRICE	EXTENSION	QUANTITY	EXTENSION	QUANTITY	EXTENSION
1	2021.501	MOBILIZATION	LS	1	\$ 5,876.83	\$ 5,876.83	0.50	2,938.42	1.00	5876.83
2	2104.501	REMOVE CONCRETE CURB AND GUTTER	LF	313	\$ 5.79	\$ 1,812.27	0.00	0.00	103.00	596.37
3	2104.503	REMOVE CONCRETE PAVEMENT	SF	674	\$ 1.65	\$ 1,112.10	0.00	0.00	931.00	1536.15
4	2104.505	REMOVE BITUMINOUS PAVEMENT	SY	208	\$ 9.63	\$ 2,003.04	0.00	0.00	227.00	2186.01
5	2104.505	REMOVE CONCRETE VALLEY GUTTER	SY	155	\$ 7.33	\$ 1,136.15	0.00	0.00	120.00	879.60
6	2104.511	SAWING CONCRETE PAVEMENT - FULL DEPTH	LF	350	\$ 4.11	\$ 1,438.50	0.00	0.00	256.00	1052.16
7	2104.513	SAWING BITUMINOUS PAVEMENT - FULL DEPTH	LF	216	\$ 2.14	\$ 462.24	0.00	0.00	309.00	661.26
8	2104.523	SALVAGE MAIL BOX SUPPORT	EA	15	\$ 42.74	\$ 641.10	0.00	0.00	15.00	641.10
9	2104.523	TEMPORARY MAIL BOX CLUSTER	EA	3	\$ 373.98	\$ 1,121.94	0.00	0.00	2.00	747.96
10	2105.201	COMMON EXCAVATION (EV)	CY	400	\$ 21.41	\$ 8,564.00	32.00	685.12	427.00	9142.07
11	2105.507	SUBGRADE EXCAVATION (EV)	CY	50	\$ 0.01	\$ 0.50	0.00	0.00	26.00	0.26
12	2112.501	SUBGRADE PREPARATION	RDST	26	\$ 157.21	\$ 4,087.46	0.00	0.00	26.00	4087.46
13	2130.501	WATER	MGAL	50	\$ 26.71	\$ 1,335.50	0.00	0.00	24.00	641.04
14	2211.503	AGGREGATE BASE CLASS 5 MODIFIED (CV)	CY	1242	\$ 0.01	\$ 12.42	92.00	0.92	92.00	0.92
15	2215.501	BITUMINOUS PAVEMENT RECLAMATION - FULL DEPTH	SY	10132	\$ 1.10	\$ 11,145.20	15.00	16.50	10,147.00	11,161.70
16	2331.607	HAUL BIT PAVEMENT RECLAMATION (LV)	CY	2533	\$ 11.08	\$ 28,065.64	0.00	0.00	1,357.00	15,035.56
17	2357.502	BITUMINOUS MATERIAL FOR TACK COAT	GAL	615	\$ 2.83	\$ 1,740.45	530.00	1,499.90	530.00	1,499.90
18	2360.501	TYPE SP 9.5 WEARING COURSE MIXTURE (SPWEA340C) (1.5")	TON	725	\$ 64.23	\$ 46,566.75	739.72	47,512.22	739.72	47,512.22
19	2360.502	TYPE SP 12.5 NON WEARING COURSE MIXTURE (SPNWB330C) (2")	TON	965	\$ 58.54	\$ 56,491.10	0.00	0.00	1,001.55	58,630.74
20	2360.505	TYPE SP 9.5 WEARING COURSE MIXTURE (SPWEA340C) DRIVEWAYS (2")	TON	20	\$ 201.70	\$ 4,034.00	0.26	52.44	35.26	7,111.94
21	2506.602	RESET CATCH BASIN CASTING	EA	6	\$ 85.48	\$ 512.88	0.00	0.00	5.00	427.40
22	2521.501	6" CONCRETE WALK	SF	242	\$ 12.82	\$ 3,102.44	0.00	0.00	254.00	3,256.28
23	2531.501	CONCRETE CURB & GUTTER DESIGN B618	LF	5548	\$ 10.95	\$ 60,750.60	71.00	777.45	5,440.00	59,568.00
24	2531.507	6" CONCRETE DRIVEWAY PAVEMENT	SY	75	\$ 67.32	\$ 5,049.00	0.00	0.00	103.00	6,933.96
25	2531.604	7" CONCRETE VALLEY GUTTER	SY	235	\$ 57.70	\$ 13,559.50	0.00	0.00	120.00	6,924.00
26	2531.618	TRUNCATED DOMES	SF	55	\$ 64.11	\$ 3,526.05	0.00	0.00	40.00	2,564.40
27	2540.601	LANDSCAPE RESTORATION	LS	1	\$ 1,730.95	\$ 1,730.95	1.00	1,730.95	1.00	1,730.95
28	2540.602	INSTALL MAIL BOX SUPPORT	EA	15	\$ 64.11	\$ 961.65	15.00	961.65	15.00	961.65
29	2563.601	TRAFFIC CONTROL	LS	1	\$ 2,564.44	\$ 2,564.44	0.50	1,282.22	1.00	2,564.44
30	2573.502	SILT FENCE, TYPE MS	LF	850	\$ 2.16	\$ 1,836.00	0.00	0.00	0.00	0.00
31	2573.53	STORM DRAIN INLET PROTECTION	EA	13	\$ 106.85	\$ 1,389.05	0.00	0.00	8.00	854.80
32	2574.525	COMMON TOPSOIL BORROW (LV)	CY	467	\$ 28.13	\$ 13,136.71	330.00	9,282.90	330.00	9,282.90
33	2575.505	SODDING TYPE LAWN	SY	3500	\$ 5.14	\$ 17,990.00	2,600.00	13,364.00	2,600.00	13,364.00
				TOTAL BID	\$ 303,756.46		\$ 80,104.69		\$ 277,434.03	

CC Regular Session

4. 8.

Meeting Date: 07/24/2018

Submitted For: Bruce Westby, Engineering/Public Works

By: Marsha Weidner, Engineering/Public Works

Information

Title

Adopt Resolution 18-148 Authorizing Partial Payment to North Valley, Inc. for Improvement Project 17-02, Rivers Bend Street Reconstruction.

Purpose/Background:

Resolution and Pay Request Attached.

Recommendation:

The Senior Engineer Technician has inspected the completed work and recommends partial payment to North Valley, Inc. for Improvement Project 17-02, Rivers Bend Street Reconstruction in the amount of \$53,412.14.

Action:

Motion to adopt Resolution 18-148 authorizing partial payment to North Valley, Inc. for Improvement Project 17-02, Rivers Bend Street Reconstruction in the amount of \$53,412.14.

Attachments

Pay Resolution

Pay Estimate

Form Review

Inbox	Reviewed By	Date
Bruce Westby	Marsha Weidner	07/16/2018 08:49 AM
Bruce Westby	Marsha Weidner	07/16/2018 09:42 AM
Bruce Westby	Bruce Westby	07/18/2018 04:21 PM
Tim Gladhill	Tim Gladhill	07/19/2018 12:03 PM
Kurt Ulrich	Kathy Schmitz	07/19/2018 12:18 PM
Form Started By: Marsha Weidner		Started On: 07/13/2018 03:13 PM
Final Approval Date: 07/19/2018		

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #18-148

RESOLUTION AUTHORIZING PARTIAL PAYMENT TO NORTH VALLEY, INC. FOR IMPROVEMENT PROJECT #17-02 RIVER'S BEND STREET RECONSTRUCTION

WHEREAS, pursuant to Ramsey City Council resolution #16-12-242, adopted December 13, 2016, the City Engineer was ordered to prepare a Feasibility Report to study the feasibility of milling and overlaying segments of 147th Lane, 148th Avenue, Xkimo Street, and Yakima Street in the River's Bend residential development as part of the 2017 Street Maintenance Program; and

WHEREAS, while preparing the Feasibility Report, twelve pavement core samples were extracted from the bituminous pavement which verified the existing pavement is too thin to mill and overlay; and

WHEREAS, pursuant to Ramsey City Council resolution #17-01-016, adopted January 10, 2017, the City Engineer was ordered to study the feasibility of reconstructing segments of 147th Lane, 148th Avenue, Xkimo Street, and Yakima Street in the River's Bend residential development as part of the 2017 Street Maintenance Program including the reconstruction of existing bituminous pavement, the replacement of damaged concrete curb and gutter, and other appurtenant work; and

WHEREAS, pursuant to Ramsey City Council resolution #17-01-030, adopted January 24, 2017, the City Council received and accepted the Feasibility Report which recommended that the proposed improvements be constructed in 2018 in conjunction with other proposed 2018 street reconstruction improvements in the immediate vicinity; and

WHEREAS, the Feasibility Report was updated to reflect updated estimated costs and an updated project schedule based on construction occurring in 2018 in conjunction with other proposed 2018 street reconstruction improvements; and

WHEREAS, pursuant to Ramsey City Council resolution #17-10-273, adopted October 24, 2017, the updated Feasibility Report was received and accepted, and a Public Hearing was ordered for November 14, 2017, to consider the proposed improvements for said streets in accordance with the revised Feasibility Report; and

WHEREAS, benefiting properties are proposed to be assessed for 25-percent of the cost of eligible improvements, pursuant to Minnesota Statutes Chapter 429, Chapter 8 of the City Charter, and the City's Special Assessments Policy; and

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

WHEREAS, pursuant to Ramsey City Council resolution #17-11-284, adopted November 14, 2017, the updated Feasibility Report was approved following a Public Hearing and the City Engineer was designated as the engineer for this improvement and was ordered to prepare plans and specifications for the making of such improvements; and

WHEREAS, pursuant to Ramsey City Council Resolution #18-034, adopted February 12, 2018, the City Council accepted final plans and specifications and authorized advertisements for bids for said improvements; and

WHEREAS, bids were advertised in the Anoka Union Herald and in Finance and Commerce on February 16 and 23, 2018; and

WHEREAS, bids were received, opened, and tabulated on March 15, 2018, and

WHEREAS, the bid of North Valley, Inc. of Nowthen, Minnesota, in the amount of \$191,474.48 for the total bid for 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; and

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

WHEREAS, as of July 24, 2018, \$136,060.20 has been paid to date; and

WHEREAS, the Senior Engineering Technician has inspected the completed work and recommends partial payment to North Valley, Inc. for Improvement Project #17-02, Rivers Bend Street Reconstruction in the amount of \$53,412.14.

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

1. That the City Council hereby authorizes partial payment to North Valley, Inc. for Improvement Project #17-02, Rivers Bend Street Reconstruction in the amount of \$53,412.14.
2. That the City Council hereby accepts the completed work 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 July 24, 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 24th day of July, 2018.

Acting Mayor

ATTEST:

City Clerk

Pay Estimate Summary Sheet
IP 17-02 RIVERS BEND STREET RECONSTRUCTION

City of Ramsey

Estimate no 2

TOTAL CONTRACT	\$	191,474.48
	\$	-
TOTAL CONTRACT	\$	191,474.48
STORED MATERIALS		
TOTAL, COMPLETED WORK TO DATE	\$	199,444.57
TOTAL WORK COMPLETED PLUS STORED MATERIALS	\$	199,444.57
RETAINED PERCENTAGE 5%	\$	9,972.23
NET AMOUNT DUE TO CONTRACTOR TO DATE	\$	189,472.34
TOTAL AMOUNT PAID ON PREVIOUS ESTIMATES	\$	136,060.20
PAY CONTRACTOR PER ESTIMATE NO. 2	\$	53,412.14

Certificate for Partial Payment

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

Contractor: North Valley, Inc.

By [Signature] President
Name Title

Date 7/11/18

CHECKED AND APPROVED AS TO QUANTITIES AND AMOUNT:

ENGINEER: CITY OF RAMSEY

By [Signature] Civil Engineer IV
Leonard Linton, PE

Date 7/13/18

APPROVED FOR PAYMENT:

OWNER: City of Ramsey

By [Signature] City Engineer 7/13/18
Name Title Date

**IP 17-02 RIVERS BEND STREET RECONSTRUCTION
PAY ESTIMATE**

PAY ESTIMATE NO. 2

BASE BID	\$ 191,474.48	\$ 56,223.32	\$ 199,444.57
 TOTAL BID	 \$ 191,474.48	 \$ 56,223.32	 \$ 199,444.57

ITEM No.	MNDOT No.	ITEM DESCRIPTION	UNIT	CONTRACT AMOUNT		PAY THIS PERIOD		PAID TO DATE			
				TOTAL ESTIMATE QUANTITY	UNIT PRICE	EXTENSION	QUANTITY	EXTENSION	QUANTITY	EXTENSION	
1	2021.501	MOBILIZATION	LS	1	4,061.36	4,061.36	0.50	2,030.68	1.00	4,061.36	
2	2104.501	REMOVE CONCRETE CURB AND GUTTER	LF	1105	4.45	4,917.25	0.00	0.00	1,152.00	5,126.40	
3	2104.503	REMOVE CONCRETE PAVEMENT	SF	180	4.95	891.00	70.00	346.50	70.00	346.50	
4	2104.505	REMOVE BITUMINOUS PAVEMENT	SY	32	13.91	445.12	0.00	0.00	0.00	0.00	
5	2104.505	REMOVE CONCRETE VALLEY GUTTER	SY	70	15.90	1,113.00	0.00	0.00	71.00	1,128.90	
6	2104.511	SAWING CONCRETE PAVEMENT - FULL DEPTH	LF	450	4.11	1,849.50	0.00	0.00	423.00	1,738.53	
7	2104.513	SAWING BITUMINOUS PAVEMENT - FULL DEPTH	LF	300	2.14	642.00	0.00	0.00	297.00	635.58	
8	2105.201	COMMON EXCAVATION (EV)	CY	26	26.72	694.72	0.00	0.00	43.00	1,148.96	
9	2112.501	SUBGRADE PREPARATION	RDST	28	178.53	4,998.84	0.00	0.00	28.00	4,998.84	
10	2130.501	WATER	MGAL	50	26.72	1,336.00	0.00	0.00	60.00	1,603.20	
11	2215.501	BITUMINOUS PAVEMENT RECLAMATION (FULL-DEPTH)	SY	7898	0.93	7,345.14	0.00	0.00	7,898.00	7,345.14	
12	2232.501	MILL BITUMINOUS PAVEMENT (2' WIDTH X 1.5" DEPTH)	SY	48	11.22	538.56	0.00	0.00	48.00	538.56	
13	2301.603	CURING COMPOUND FOR EXISTING CONCRETE CURB AND GUTTER	LF	4253	1.18	5,018.54	4,253.00	5,018.54	4,253.00	5,018.54	
14	2331.607	HAUL AND DISPOSE BIT PAVEMENT RECLAMATION (LV)	CY	921	12.82	11,807.22	0.00	0.00	1,378.00	17,565.96	
15	2357.502	BITUMINOUS MATERIAL FOR TACK COAT	GAL	556	2.83	1,573.48	365.00	1,032.95	365.00	1,032.95	
16	2360.501	TYPE SP 9.5 WEARING COURSE MIXTURE (SPWEA340C) (1.5")	TON	656	64.62	42,390.72	695.40	44,936.75	695.40	44,936.75	
17	2360.502	TYPE SP 12.5 NON-WEARING COURSE MIXTURE (SPNWB330C) (2.0")	TON	869	58.38	50,732.22	0.00	0.00	837.07	48,868.15	
18	2360.505	TYPE SP 9.5 WEARING COURSE MIXTURE (SPWEA340C) DRIVEWAYS	TON	4	450.29	1,801.16	0.00	0.00	0.00	0.00	
19	2504.602	ADJUST VALVE BOX	EA	9	267.19	2,404.71	0.00	0.00	9.00	2,404.71	
20	2506.522	ADJUST FRAME AND RING CASTING	EA	14	518.36	7,257.04	0.00	0.00	14.00	7,257.04	
21	2506.602	GROUT CATCH BASIN	EA	4	197.72	790.88	0.00	0.00	4.00	790.88	
22	2531.501	CONCRETE CURB & GUTTER DESIGN SURMOUNTABLE	LF	875	19.51	17,071.25	0.00	0.00	950.00	18,534.50	
23	2531.501	CONCRETE CURB & GUTTER DESIGN B618	LF	230	20.04	4,609.20	0.00	0.00	203.00	4,068.12	
24	2531.507	6" CONCRETE DRIVEWAY PAVEMENT	SY	20	56.59	1,131.80	0.00	0.00	0.00	0.00	
25	2531.604	7" CONCRETE VALLEY GUTTER	SY	68	60.87	4,139.16	0.00	0.00	71.00	4,321.77	
26	2540.601	LANDSCAPE RESTORATION	LS	1	1,282.53	1,282.53	0.50	641.27	1.00	1,282.53	
27	2563.601	TRAFFIC CONTROL	LS	1	3,099.46	3,099.46	0.50	1,549.73	1.00	3,099.46	
28	2573.53	STORM DRAIN INLET PROTECTION	EA	8	106.88	855.04	0.00	0.00	8.00	855.04	
29	2573.535	STABILIZED CONSTRUCTION EXIT	LS	2	534.39	1,068.78	0.00	0.00	0.00	0.00	
30	2574.525	COMMON TOPSOIL BORROW (LV)	CY	31	51.30	1,590.30	0.00	0.00	52.00	2,667.60	
31	2575.505	SODDING TYPE LAWN	SY	235	17.10	4,018.50	39.00	666.90	466.00	7,968.60	
				TOTAL BID	\$	191,474.48		\$	56,223.32	\$	199,444.57

CC Regular Session

4. 9.

Meeting Date: 07/24/2018

Submitted For: Bruce Westby, Engineering/Public Works

By: Marsha Weidner, Engineering/Public Works

Information

Title

Adopt Resolution #18-149 Authorizing Partial Payment to Douglas-Kerr Underground, LLC for Improvement Project 16-20, Riverdale Drive Extension Improvements.

Purpose/Background:

Resolution and Pay Request Attached.

Recommendation:

The Senior Engineering Technician has inspected the completed work and recommends partial payment to Douglas-Kerr Underground, LLC for Improvement Project 16-20, Riverdale Drive Extension Improvements in the amount of \$146,713.12.

Action:

Motion to adopt Resolution #18-149 authorizing partial payment to Douglas-Kerr Underground, LLC. for Improvement Project 16-20, Riverdale Drive Extension Improvements in the amount of \$146,713.12.

Attachments

Pay Resolution

Pay Request

Form Review

Inbox	Reviewed By	Date
Bruce Westby	Marsha Weidner	07/16/2018 08:49 AM
Bruce Westby	Bruce Westby	07/18/2018 04:26 PM
Tim Gladhill	Tim Gladhill	07/19/2018 12:02 PM
Kurt Ulrich	Kathy Schmitz	07/19/2018 12:18 PM
Form Started By: Marsha Weidner		Started On: 07/13/2018 04:05 PM
Final Approval Date: 07/19/2018		

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #18-149

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

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

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

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

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

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

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

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

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

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

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

WHEREAS, as of July 24, 2018 \$535,179.39 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 for IP 16-20, Riverdale Drive Extension Improvements in the amount of \$146,713.12.

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

- 1) That the City Council hereby authorizes partial payment to Douglas-Kerr Underground, LLC for Improvement Project #16-20 Riverdale Drive Extension Improvements in the amount of \$146,713.12.
- 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 July 24, 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 24th day of July, 2018.

Acting Mayor

ATTEST:

City Clerk

18-149

CONTRACTOR'S PAY REQUEST		DISTRIBUTION:
RIVERDALE DRIVE EXTENSION IMPROVEMENTS		CONTRACTOR (1)
S.A.P. 119-115-003 16 20		OWNER (1)
CITY OF RAMSEY, MN		ENGINEER (1)
BMI PROJECT NO. R16.111092		BONDING CO. (1)
TOTAL AMOUNT BID PLUS APPROVED CHANGE ORDERS		\$701,270.54
TOTAL, COMPLETED WORK TO DATE		\$717,781.59
TOTAL, STORED MATERIALS TO DATE		\$0.00
DEDUCTION FOR STORED MATERIALS USED IN WORK COMPLETED		\$0.00
TOTAL, COMPLETED WORK & STORED MATERIALS		\$717,781.59
RETAINED PERCENTAGE (5%)		\$35,889.08
TOTAL AMOUNT OF OTHER PAYMENTS OR (DEDUCTIONS)		\$0.00
NET AMOUNT DUE TO CONTRACTOR TO DATE		\$681,892.51
TOTAL AMOUNT PAID ON PREVIOUS ESTIMATES		\$535,179.39
PAY CONTRACTOR AS ESTIMATE NO. 4		\$146,713.12

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 *[Signature]* Name manager Title

Date July 11th, 2018

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

By *[Signature]* , PROJECT MANAGER
KEVIN P. KIELB, P.E.

Date 7/11/2018

APPROVED FOR PAYMENT:
OWNER: CITY OF RAMSEY

By *[Signature]* City Engineer 7/13/18
Name Title Date

And _____
Name Title Date

PARTIAL PAY ESTIMATE NO.

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

WORK COMPLETED THROUGH June 29, 2018

ITEM NO.	DESCRIPTION	UNIT	LUMP SUM	UNIT PRICE	CONTRACT		PREVIOUS ESTIMATE		QUANTITIES TO DATE	
					BID QUANTITY	BID AMOUNT	QUANT	AMOUNT	QUANT	AMOUNT
1	MOBILIZATION	LUMP SUM	\$25,885.00	\$3,000.00	1	\$25,885.00	0.75	\$19,413.75	1	\$25,885.00
2	CLEARING AND GRUBBING	LUMP SUM	\$3,000.00	\$3,000.00	1	\$3,000.00	1	\$3,000.00	1	\$3,000.00
3	PAVEMENT MARKING REMOVAL	SQ FT	\$5.00	\$615.00	123	\$615.00	122	\$610.00	122	\$610.00
4	REMOVE CHAIN LINK FENCE	LIN FT	\$3.75	\$435.00	116	\$435.00	115	\$431.25	115	\$431.25
5	REMOVE CURB AND GUTTER	LIN FT	\$2.50	\$4,100.00	1640	\$4,100.00	1400	\$3,500.00	1400	\$3,500.00
6	REMOVE SEWER PIPE (STORM)	LIN FT	\$12.25	\$735.00	60	\$735.00	60	\$735.00	60	\$735.00
7	REMOVE PIPE CULVERTS	LIN FT	\$5.30	\$874.50	165	\$874.50	165	\$874.50	165	\$874.50
8	REMOVE BITUMINOUS PAVEMENT	SQ YD	\$2.75	\$15,840.00	5760	\$15,840.00	5700	\$15,675.00	5700	\$15,675.00
9	REMOVE CONCRETE PAVEMENT	SQ YD	\$8.50	\$1,572.50	185	\$1,572.50	85	\$722.50	85	\$722.50
10	REMOVE DRAINAGE STRUCTURE	EACH	\$195.00	\$585.00	3	\$585.00	3	\$585.00	3	\$585.00
11	REMOVE WOOD POST	EACH	\$29.00	\$87.00	3	\$87.00	3	\$87.00	3	\$87.00
12	REMOVE SIGN	EACH	\$25.00	\$425.00	17	\$425.00	17	\$425.00	17	\$425.00
13	SAWING CONCRETE PAVEMENT (FULL DEPTH)	LIN FT	\$4.00	\$320.00	80	\$320.00	10	\$40.00	10	\$40.00
14	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	LIN FT	\$2.25	\$2,115.00	940	\$2,115.00	900	\$2,025.00	900	\$2,025.00
15	RELOCATE MISCELLANEOUS STRUCTURE	LUMP SUM	\$435.00	\$435.00	1	\$435.00	0.5	\$217.50	0.5	\$217.50
16	COMMON EXCAVATION (P)	CU YD	\$5.50	\$54,477.50	9905	\$54,477.50	9905	\$54,477.50	15051.98	\$82,785.89
17	SUBGRADE EXCAVATION	CU YD	\$3.50	\$1,070.00	200	\$1,070.00	75	\$401.25	75	\$401.25
18	CHANNEL AND POND EXCAVATION	CU YD	\$3.50	\$11,252.50	3215	\$11,252.50	3215	\$11,252.50	3215	\$11,252.50
19	GRANULAR BORROW (CV)	CU YD	\$10.00	\$2,000.00	200	\$2,000.00	0	\$0.00	0	\$0.00
20	AGGREGATE BASE CLASS 5	TON	\$4.50	\$29,655.00	6590	\$29,655.00	6400	\$28,800.00	6400	\$28,800.00
21	TYPE SP 9.5 WEARING COURSE MIXTURE (3.A)	TON	\$54.50	\$90,088.50	1653	\$90,088.50	1743.57	\$95,024.57	1743.57	\$95,024.57
22	TYPE SP 12.5 NON WEARING COURSE MIXTURE (3.B)	TON	\$51.80	\$101,010.00	1950	\$101,010.00	2215.68	\$114,772.22	2121.1	\$109,872.98
23	18" RC PIPE APRON	EACH	\$552.80	\$552.80	1	\$552.80	1	\$552.80	1	\$552.80
24	TRASH GUARD FOR 18" PIPE APRON	EACH	\$415.45	\$415.45	1	\$415.45	1	\$415.45	1	\$415.45
25	15" RC PIPE SEWER DESIGN 3006 CLASS III	LIN FT	\$29.00	\$49,561.00	1709	\$49,561.00	1700	\$49,300.00	1700	\$49,300.00
26	18" RC PIPE SEWER DESIGN 3006 CLASS III	LIN FT	\$32.90	\$8,554.00	260	\$8,554.00	255	\$8,389.50	255	\$8,389.50
27	CONNECT TO EXISTING STORM SEWER	EACH	\$217.50	\$435.00	2	\$435.00	2	\$435.00	2	\$435.00
28	ADJUST VALVE BOX	EACH	\$275.00	\$825.00	3	\$825.00	3	\$825.00	3	\$825.00
29	ADJUST HYDRANT AND VALVE	EACH	\$709.50	\$709.50	1	\$709.50	1	\$709.50	1	\$709.50
30	CONNECT TO EXISTING WATER MAIN	EACH	\$870.00	\$1,740.00	2	\$1,740.00	2	\$1,740.00	2	\$1,740.00
31	HYDRANT	EACH	\$3,514.65	\$3,514.65	1	\$3,514.65	1	\$3,514.65	1	\$3,514.65
32	6" GATE VALVE & BOX	EACH	\$953.05	\$953.05	1	\$953.05	1	\$953.05	1	\$953.05
33	12" GATE VALVE & BOX	EACH	\$2,418.20	\$4,836.40	2	\$4,836.40	2	\$4,836.40	2	\$4,836.40
34	6" WATERMAIN DUCTILE IRON CLASS 53	LIN FT	\$31.80	\$3,084.60	97	\$3,084.60	95	\$3,021.00	95	\$3,021.00
35	12" WATERMAIN DUCTILE IRON CLASS 52	LIN FT	\$44.70	\$105,492.00	2360	\$105,492.00	2305	\$103,033.50	2305	\$103,033.50
36	WATERMAIN FITTINGS	POUND	\$3.85	\$4,004.00	1040	\$4,004.00	900	\$3,465.00	900	\$3,465.00
37	CONSTRUCT DRAINAGE STRUCTURE DESIGN 48-4020	LIN FT	\$289.20	\$1,503.84	5.2	\$1,503.84	5	\$1,446.00	5	\$1,446.00
38	CONSTRUCT DRAINAGE STRUCTURE DESIGN SPECIAL 1	LIN FT	\$255.70	\$1,559.77	6.1	\$1,559.77	5.5	\$1,406.35	5.5	\$1,406.35
39	CONSTRUCT DRAINAGE STRUCTURE DESIGN SPECIAL 2	LIN FT	\$231.70	\$10,102.12	43.6	\$10,102.12	42	\$9,731.40	42	\$9,731.40
40	CONSTRUCT DRAINAGE STRUCTURE DESIGN G	LIN FT	\$299.15	\$1,106.86	3.7	\$1,106.86	3	\$897.45	3	\$897.45
41	CASTING ASSEMBLY	EACH	\$464.95	\$6,509.30	14	\$6,509.30	14	\$6,509.30	14	\$6,509.30
42	ADJUST FRAME AND RING CASTING	EACH	\$350.00	\$700.00	2	\$700.00	2	\$700.00	2	\$700.00
43	RANDOM RIPRAP CLASS III	TON	\$87.20	\$959.20	11	\$959.20	9	\$784.80	9	\$784.80
44	GEOTEXTILE FILTER TYPE IV	SQ YD	\$4.20	\$109.20	26	\$109.20	24	\$100.80	24	\$100.80
45	6" CONCRETE WALK	SQ FT	\$7.00	\$5,250.00	750	\$5,250.00	750	\$5,250.00	750	\$5,250.00
46	CONCRETE CURB & GUTTER DES B618	LIN FT	\$11.45	\$67,555.00	5900	\$67,555.00	5884	\$67,371.80	5884	\$67,371.80
47	CONCRETE CURB & GUTTER DES B624	LIN FT	\$41.00	\$620.00	20	\$620.00	0	\$0.00	0	\$0.00
48	CONCRETE DRIVEWAY PAVEMENT	SQ YD	\$80.00	\$6,800.00	85	\$6,800.00	85	\$6,800.00	85	\$6,800.00
49	TRUNCATED DOMES	SQ FT	\$46.00	\$4,140.00	90	\$4,140.00	94	\$4,324.00	94	\$4,324.00
50	TRAFFIC CONTROL	LUMP SUM	\$9,400.00	\$9,400.00	1	\$9,400.00	0.75	\$7,050.00	1	\$9,400.00

PARTIAL PAY ESTIMATE NO.

4

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

WORK COMPLETED THROUGH June 29, 2018

ITEM NO.	DESCRIPTION	UNIT	UNIT PRICE	CONTRACT		PREVIOUS ESTIMATE		QUANTITIES TO DATE		
				BID QUANTITY	BID AMOUNT	QUANT	AMOUNT	QUANT	AMOUNT	
51	TRAFFIC CONTROL SUPERVISOR	LUMP SUM	\$500.00	1	\$500.00	1	\$500.00	1	\$500.00	
52	SIGN PANELS TYPE C	SQ FT	\$36.00	58	\$2,088.00			78.5	\$2,826.00	
53	SILT FENCE, TYPE MS	LIN FT	\$1.75	5095	\$8,916.25	4500	\$7,875.00	4500	\$7,875.00	
54	STORM DRAIN INLET PROTECTION	EACH	\$100.00	20	\$2,000.00	10	\$1,000.00	10	\$1,000.00	
55	SEDIMENT CONTROL LOG TYPE COMPOST	LIN FT	\$3.25	100	\$325.00					
56	STABILIZED CONSTRUCTION EXIT	LUMP SUM	\$1,500.00	1	\$1,500.00			2	\$3,000.00	
57	FERTILIZER, TYPE 3	POUND	\$0.60	900	\$540.00	750	\$450.00	750	\$450.00	
58	SEEDING	ACRE	\$250.00	5	\$1,250.00	4.8	\$1,200.00	4.8	\$1,200.00	
59	SEED, MIXTURE 25-121	POUND	\$3.50	230	\$805.00	260.5	\$911.75	260.5	\$911.75	
60	SEED, MIXTURE 33-262	POUND	\$9.55	26	\$248.30					
61	SEED, MIXTURE 35-221	POUND	\$18.30	95	\$1,738.50	95	\$1,738.50	95	\$1,738.50	
62	SODDING TYPE SALT TOLERANT	SQ YD	\$5.30	545	\$2,888.50			213	\$1,128.90	
63	EROSION CONTROL BLANKET CATEGORY 3N	SQ YD	\$1.25	8095	\$10,118.75	2600	\$3,250.00	2600	\$3,250.00	
64	HYDRAULIC BONDED FIBER MATRIX	POUND	\$0.95	13750	\$13,062.50	14805	\$14,064.75	14805	\$14,064.75	
65	PAVEMENT MESSAGE EPOXY	SQ FT	\$5.50	60	\$330.00			60	\$330.00	
66	4" SOLID LINE EPOXY	LIN FT	\$0.30	6800	\$2,040.00			5910	\$1,773.00	
67	4" DOUBLE SOLID LINE EPOXY	LIN FT	\$0.55	3130	\$1,721.50			2908	\$1,599.40	
68	24" SOLID LINE EPOXY	LIN FT	\$6.80	210	\$1,428.00			187	\$1,271.60	
				Total Amount:		\$701,270.54		\$563,346.72		\$717,781.59

CC Regular Session

4. 10.

Meeting Date: 07/24/2018

Submitted For: Bruce Westby, Engineering/Public Works

By: Marsha Weidner, Engineering/Public Works

Information

Title

Adopt Resolution #18-150 Authorizing Partial Payment to Douglas-Kerr Underground, LLC for Improvement Project 17-10 Puma Street Utility Improvements.

Purpose/Background:

Resolution and Pay Request Attached.

Recommendation:

The Senior Engineering Technician has inspected the completed work and recommends partial payment to Douglas-Kerr Underground, LLC for Improvement Project 17-10 Puma Street Utility Improvements in the amount of \$71,676.29.

Action:

Motion to adopt Resolution #18-150 authorizing partial payment to Douglas-Kerr Underground, LLC for Improvement Project 17-10 Puma Sttree Utility Improvements in the amount of \$71,676.29.

Attachments

Pay Resolution

Pay Request

Form Review

Inbox	Reviewed By	Date
Bruce Westby	Marsha Weidner	07/16/2018 08:48 AM
Bruce Westby	Bruce Westby	07/18/2018 04:28 PM
Tim Gladhill	Tim Gladhill	07/19/2018 12:00 PM
Kurt Ulrich	Kathy Schmitz	07/19/2018 12:18 PM
Form Started By: Marsha Weidner		Started On: 07/16/2018 08:21 AM
Final Approval Date: 07/19/2018		

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #18-150

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 July 24, 2018 \$619,046.29 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 for Improvement Project 17-10 Puma Street Utility Improvements in the amount of \$71,676.29.

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 Puma Street Utility Improvements in the amount of \$71,676.29.
- 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 July 24, 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 24th day of July 2018.

Acting Mayor

ATTEST:

City Clerk

PARTIAL PAY ESTIMATE NO.

2017 PUMA STREET UTILITY IMPROVEMENTS
 CITY OF RAMSEY, MN
 BMI PROJECT NO. R16.114473

WORK COMPLETED THROUGH June 29, 2018

ITEM NO.	DESCRIPTION	UNIT	UNIT PRICE	CONTRACT		PREVIOUS ESTIMATE		COMPLETED TO DATE	
				BID QUANTITY	BID AMOUNT	QUANT	AMOUNT	QUANT	AMOUNT
1	2021.501 MOBILIZATION	LUMP SUM	\$10,262.00	1	\$10,262.00	0.5	\$ 5,131.00	1.00	\$ 10,262.00
2	2101.511 CLEARING AND GRUBBING	TREE	\$348.00	5	\$1,740.00	7	\$ 2,436.00	7	\$ 2,436.00
3	2104.501 REMOVE PIPE CULVERTS	LIN FT	\$8.85	112	\$991.20	110	\$ 973.50	110	\$ 973.50
4	2104.503 REMOVE BITUMINOUS PAVEMENT	SG YD	\$3.25	220	\$715.00	200	\$ 650.00	200	\$ 650.00
5	2104.503 REMOVE CONCRETE PAVEMENT	SG YD	\$15.50	10	\$155.00				
6	2104.602 SALVAGE & REINSTALL SIGN	EACH	\$85.00	5	\$425.00				
7	2105.601 DEWATERING	LUMP SUM	\$129,529.00	1	\$129,529.00	1	\$ 129,529.00	1	\$ 129,529.00
8	2105.607 SALVAGE AGGREGATE TO STOCKPILE (LV)	CU YD	\$6.70	765	\$5,125.50	1400	\$ 9,380.00	1400	\$ 9,380.00
9	2105.607 AGGREGATE SURFACING FROM STOCKPILE (CV)	CU YD	\$9.50	540	\$5,130.00	1000	\$ 9,500.00	1000	\$ 9,500.00
10	2118.501	CU YD	\$18.75	55	\$1,031.25				
11	2215.501 FULL DEPTH RECLAMATION (4")	SG YD	\$1.05	4850	\$5,092.50	4500	\$ 4,725.00	4500	\$ 4,725.00
12	2501.511 15" RC PIPE CULVERT DES 3006 (CL V)	LIN FT	\$33.05	2	\$66.10	100	\$ 3,305.00	100	\$ 3,305.00
13	2501.515 15" RC PIPE APRON	EACH	\$846.50	2	\$1,693.00	2.0	\$ 1,293.00	2	\$ 1,293.00
14	2503.602 CONNECT TO EXISTING SANITARY SEWER	EACH	\$2,565.00	1	\$2,565.00	1	\$ 2,565.00	1	\$ 2,565.00
15	2503.602 12" X 4" WYE	EACH	\$854.65	1	\$854.65	1	\$ 854.65	1	\$ 854.65
16	2503.603 8" PVC SANITARY SEWER PIPE SDR 26	LIN FT	\$72.75	45	\$3,273.75	45	\$ 3,273.75	45	\$ 3,273.75
17	2503.603 10" PVC SANITARY SEWER PIPE SDR 26	LIN FT	\$76.70	160	\$12,272.00	160	\$ 12,272.00	160	\$ 12,272.00
18	2503.603 12" PVC SANITARY SEWER PIPE SDR 26	LIN FT	\$80.50	1056	\$85,008.00	1050	\$ 84,525.00	1050	\$ 84,525.00
19	2503.603 6" ID FORCEMAIN CL 53 DIP	LIN FT	\$26.40	1070	\$28,248.00	1060	\$ 27,984.00	1060	\$ 27,984.00
20	2503.603 4" SANITARY SERVICE PIPE	LIN FT	\$17.85	40	\$714.00	40	\$ 714.00	40	\$ 714.00
21	2503.603 CASTING ASSEMBLY (SANITARY)	EACH	\$840.25	4	\$3,361.00				
22	2503.618 MANHOLE COATING	SQ FT	\$20.00	407	\$8,140.00				
23	2504.602 CONNECT TO EXISTING WATERMAIN	EACH	\$1,213.05	1	\$1,213.05	1	\$ 1,213.05	1	\$ 1,213.05
24	2504.602 LOWER WATERMAIN	EACH	\$1,727.10	1	\$1,727.10				
25	2504.602 6" GATE VALVE & BOX	EACH	\$1,207.70	6	\$7,246.20	5	\$ 6,038.50	5	\$ 6,038.50
26	2504.602 8" GATE VALVE & BOX	EACH	\$1,340.25	2	\$2,680.50	3	\$ 4,020.75	3	\$ 4,020.75
27	2504.602 16" GATE VALVE & BOX	EACH	\$8,523.30	3	\$25,569.90	4	\$ 34,093.20	3	\$ 25,569.90
28	2504.602 HYDRANT	EACH	\$3,744.90	6	\$22,469.40	5	\$ 18,724.50	5	\$ 18,724.50
29	2504.602 1" CORPORATION STOP	EACH	\$571.80	1	\$571.80	1	\$ 571.80	1	\$ 571.80
30	2504.602 1" CURB STOP & BOX	EACH	\$659.45	1	\$659.45	1	\$ 659.45	1	\$ 659.45
31	2504.603 1" TYPE K COPPER PIPE	LIN FT	\$14.75	24	\$354.00	24	\$ 354.00	24	\$ 354.00
32	2504.604 6" CL 53 DIP WATERMAIN	LIN FT	\$28.80	111	\$3,196.80	106	\$ 3,052.80	106	\$ 3,052.80
33	2504.604 8" CL 52 DIP WATERMAIN	LIN FT	\$39.15	91	\$3,562.65	131	\$ 5,128.65	131	\$ 5,128.65
34	2504.604 16" CL 52 DIP WATERMAIN	LIN FT	\$62.95	1705	\$107,329.75	1700	\$ 107,015.00	1700	\$ 107,015.00
35	2506.601 CONSTRUCT LIFT STATION	LUMP SUM	\$202,141.50	1	\$202,141.50	0.75	\$ 151,606.13	1	\$ 202,141.50
36	2506.601 TEMPORARY PUMPING SYSTEM	LUMP SUM	\$4,790.00	1	\$4,790.00				
37	2506.603 CONSTRUCT SANITARY MANHOLE, DES. 4007	LIN FT	\$178.30	80.4	\$14,335.32	75	\$ 13,372.50	100	\$ 17,830.00
38	2506.608 PIPE FITTINGS	POUND	\$4.45	1850	\$8,232.50	1200	\$ 5,340.00	1200	\$ 5,340.00
39	2511.502 RANDOM RIP RAP CL III	TON	\$87.65	18	\$1,577.70				
40	2563.601 TRAFFIC CONTROL	LUMP SUM	\$925.00	1	\$925.00	0.75	\$ 693.75	1	\$ 925.00
41	2573.502 SILT FENCE, TYPE MACHINE SLICED	LIN FT	\$115.00	3750	\$4,312.50	3300	\$ 3,795.00	3300	\$ 3,795.00
42	2573.530 STORM DRAIN INLET PROTECTION	EACH	\$150.00	2	\$300.00				
43	2573.533 SEDIMENT CONTROL LOG TYPE WOOD FIBER	LIN FT	\$2.50	150	\$375.00				
44	2573.535 STABILIZED CONSTRUCTION ENTRANCE	LUMP SUM	\$400.00	2	\$800.00				
45	2573.505 SEEDING (MIX 25-121, FERT TYPE 3 (22-5-10), MULCH TYPE 1)	ACRE	\$2,500.00	1.6	\$4,000.00				
				Total Amount:		\$727,667.07		\$654,769.98	
								\$ 727,076.40	

CC Regular Session

4. 11.

Meeting Date: 07/24/2018

Submitted For: Mark Riverblood, Engineering/Public Works

By: MaryJo Warner, Engineering/Public Works

Information

Title

Adopt Resolution #18-151 Authorizing Partial Payment to MN Boardwalk, LLC for IP 18-08 Trott Brook Boardwalk

Purpose/Background:

Resolution and Pay Request attached.

Recommendation:

The Parks and Assistant Public Works Superintendent has inspected the completed work and recommends partial payment to MN Boardwalk, LLC for IP 18-08 Trott Brook Boardwalk in the amount of \$31,690.00.

Action:

Motion to adopt Resolution #18-151 approving partial payment to MN Boardwalk, LLC for IP 18-08 Trott Brook Boardwalk in the amount of \$31,690.00.

Attachments

Resolution

Pay Request

Form Review

Inbox	Reviewed By	Date
Mark Riverblood	MaryJo Warner	07/19/2018 09:45 AM
Kurt Ulrich	Kathy Schmitz	07/19/2018 10:24 AM
Tim Gladhill	Tim Gladhill	07/19/2018 11:59 AM
Form Started By: MaryJo Warner		Started On: 07/16/2018 08:44 AM
Final Approval Date: 07/19/2018		

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #18-151

ADOPT RESOLUTION AUTHORIZING PARTIAL PAYMENT TO MN BOARDWALK, LLC FOR IP 18-08 TROTT BROOK BOARDWALK

WHEREAS, access to parks, natural resources, open space and recreation areas, are essential to the quality of life, health and welfare of city of Ramsey's residents; and

WHEREAS, the Trott Brook Boardwalk has been identified as a priority project within the City of Ramsey's Capital Improvement Program; and

WHEREAS, the boardwalk when complete will provide for the completion of a significant 'gap' in the Greenway system referred to as The Circle of Ramsey; and

WHEREAS, on January 9th, 2018, the City Council accepted final plans and specifications and authorized advertisements for bids for said improvements; and

WHEREAS, pursuant to Resolution #18-038 adopted February 12, 2018 the bid of MN Boardwalk, LLC in the amount of \$162,000 for the total bid is the lowest responsible bidder; and

WHEREAS, as of July 24, 2018 \$86,830.00 had been paid to date; and

WHEREAS, the Parks and Assistant Public Works Superintendent has inspected the completed work and recommends partial payment to MN Boardwalk, LLC in the amount of \$31,690.00.

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 MN Boardwalk, LLC for Improvement Project #18-08, MN Boardwalk, LLC in the amount of \$31,690.00.
- 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 July 24, 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 24th day of July 2018.

Mayor

ATTEST:

City Clerk

Pay Estimate Summary Sheet
IP 18-08 TROTT BROOK BOARDWALK

City of Ramsey

Estimate no 2

TOTAL CONTRACT	\$	162,000.00
ALTERNATES A - D	\$	-
TOTAL CONTRACT	\$	162,000.00
STORED MATERIALS	\$	-
TOTAL, COMPLETED WORK TO DATE	\$	124,200.00
TOTAL WORK COMPLETED PLUS STORED MATERIALS	\$	124,200.00
RETAINED PERCENTAGE 5%	\$	6,210.00
NET AMOUNT DUE TO CONTRACTOR TO DATE	\$	117,990.00
TOTAL AMOUNT PAID ON PREVIOUS ESTIMATES	\$	86,830.00
PAY CONTRACTOR PER ESTIMATE NO. 2	\$	31,160.00

Certificate for Partial Payment

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

Contractor: MN BOARDWALK, LLC

By Jessica Strattman Owner
Name Title

Date 7-17-18

CHECKED AND APPROVED AS TO QUANTITIES AND AMOUNT:

ENGINEER: CITY OF RAMSEY

By N/A

Date _____

APPROVED FOR PAYMENT:

OWNER: City of Ramsey

By Mark Riverblood Perks Spp. 17 July 2018
Name Title Date

CC Regular Session

4. 12.

Meeting Date: 07/24/2018

By: Chris Anderson, Community Development

Information

Title

Adopt Resolution #18-154 Accepting Additional Drainage and Utility Easements in Cole Addition (Project No. 17-132); Case of North Fish Realty

Purpose/Background:

As final plans were prepared and reviewed for Cole Addition, a seven (7) lot residential subdivision located generally east of Kamacite Street and north of 168th Avenue, it was determined that additional drainage and utility easements (the "Easements") were required on two (2) of the lots. The Easements are needed to address the location of a water service line and to address an expansion of an infiltration basin to comply with minimum standards for stormwater management.

Funding Source:

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

Recommendation:

Staff recommends approving Resolution #18-154 accepting the additional drainage and utility easements.

Action:

Motion to adopt Resolution #18-154 accepting the additional drainage and utility easements on Lot 2 and Lot 6, Block 1 Cole Addition.

Attachments

[Site Location Map](#)

[Cole Addition Plat](#)

[Lot 2, Block 1 Easement Exhibit](#)

[Lot 2, Block 1 Easement Agreement](#)

[Lot 6, Block 1 Easement Exhibit](#)

[Lot 6, Block 1 Easement Agreement](#)

[Resolution #18-154: Drainage and Utility Easement Agreements](#)

Form Review

Inbox

Bruce Westby

Tim Gladhill

Kurt Ulrich

Form Started By: Chris Anderson

Final Approval Date: 07/19/2018

Reviewed By

Bruce Westby

Tim Gladhill

Kathy Schmitz

Date

07/18/2018 04:16 PM

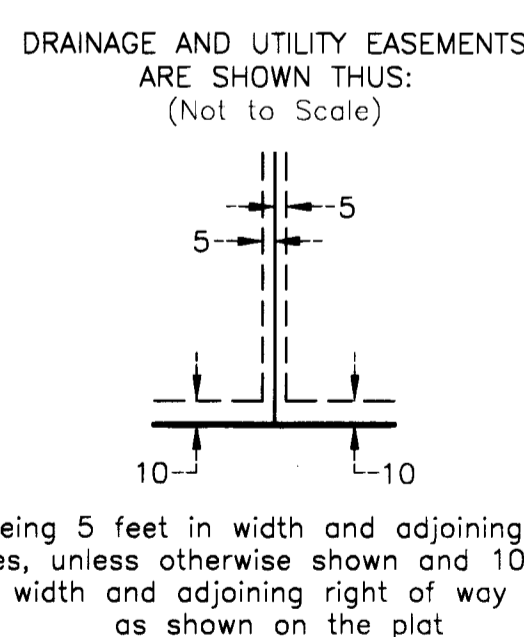
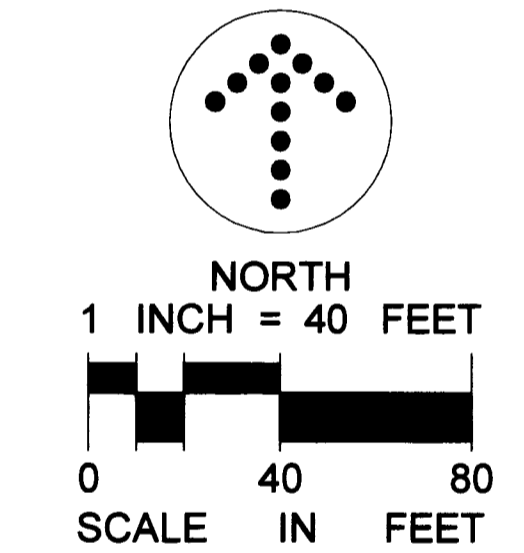
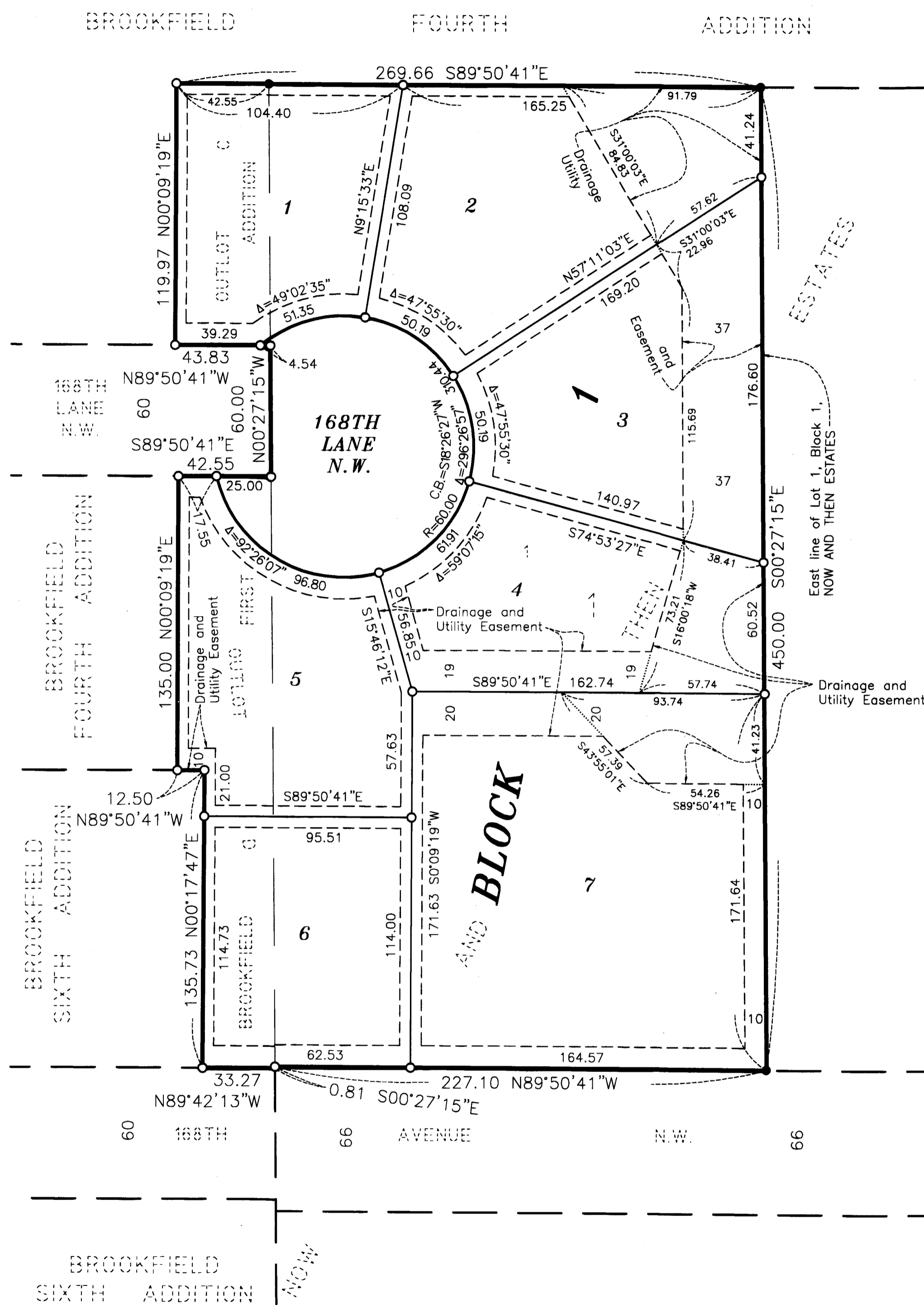
07/19/2018 11:56 AM

07/19/2018 12:19 PM

Started On: 07/17/2018 11:36 AM

COLE ADDITION

City of Ramsey
County of Anoka
Sec. 10, T. 32, R. 25



● Denotes 1/2 inch iron pipe monument found.
 ○ Denotes 1/2 inch by 14 inch iron pipe monument set and marked by License No. 48176.
 Bearings shown are based upon the East line of Lot 1, Block 1, NOW AND THEN ESTATES, which has an assumed bearing of S00°27'15"E.

KNOW ALL PERSONS BY THESE PRESENTS: That Bryon C. Cole and Lynn M. Cole, husband and wife, owners of the following described property:
 Lot 1, Block 1, NOW AND THEN ESTATES, Anoka County, Minnesota.
 Outlots C and D, BROOKFIELD FIRST ADDITION, Anoka County, Minnesota.
 Have caused the same to be surveyed and platted as COLE ADDITION and do hereby dedicate to the public for public use the public way and the drainage and utility easements as created by this plat.
 In witness whereof said Bryon C. Cole and Lynn M. Cole, husband and wife, have hereunto set their hands this 13 day of October, 2017.

Bryon C. Cole
 Bryon C. Cole
Lynn M. Cole
 Lynn M. Cole

STATE OF MINNESOTA
 COUNTY OF Anoka
 This instrument was acknowledged before me this 13th day of October, 2017 by Bryon C. Cole and Lynn M. Cole, husband and wife.

JoAnn Eshaw
 JoAnn Eshaw
 Notary Public, Anoka County, Minnesota
 My Commission Expires 11/31/20

I Eric B. Lindgren do hereby certify that this plat was prepared by me or under my direct supervision; that I am a duly Licensed Land Surveyor in the State of Minnesota; that this plat is a correct representation of the boundary survey; that all mathematical data and labels are correctly designated on this plat; that all monuments depicted on this plat have been, or will be correctly set within one year; that all water boundaries and wet lands, as defined in Minnesota Statutes, Section 505.01, Subd. 3, as of the date of this certificate are shown and labeled on this plat; and all public ways are shown and labeled on this plat.

Dated this 11th day of OCTOBER, 2017.

Eric B. Lindgren
 Eric B. Lindgren, Licensed Land Surveyor
 Minnesota License No. 48176

STATE OF MINNESOTA
 COUNTY OF HENNEPIN
 This instrument was acknowledged before me this 11 day of October, 2017 by Eric B. Lindgren.

Michelle Marie Chapman
 Michelle Marie Chapman
 Notary Public, Dakota County, Minnesota
 My Commission Expires 1/31/20

CITY COUNCIL, CITY OF RAMSEY, MINNESOTA
 This plat of COLE ADDITION was approved and accepted by the City Council of the City of Ramsey, Minnesota at a regular meeting thereof held this 2nd day of August, 2017, and said plat is in compliance with the provisions of Minnesota Statutes, Section 505.03, Subd. 2.

CITY COUNCIL, CITY OF RAMSEY, MINNESOTA
 By: Saul Steen, Mayor
 By: Alan M. Thieling, Clerk

COUNTY SURVEYOR
 I hereby certify that in accordance with Minnesota Statutes, Section 505.021, Subd. 11, this plat has been reviewed and approved this 1st day of NOVEMBER, 2017.

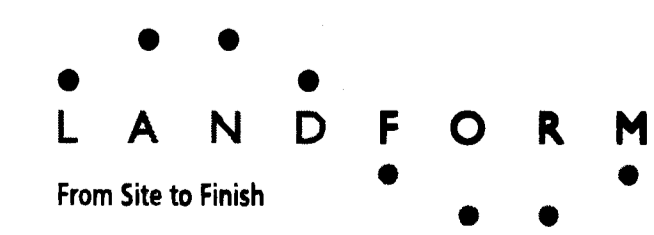
Larry D. Heidum
 Larry D. Heidum
 Anoka County Surveyor

COUNTY AUDITOR/TREASURER
 Pursuant to Minnesota Statutes, Section 505.021, Subd. 9, taxes payable in the year 2017 on the land hereinbefore described have been paid. Also, pursuant to Minnesota Statutes, Section 272.12, there are no delinquent taxes and transfer entered this 1 day of November, 2017.

Jonell M. Sawyer
 Jonell M. Sawyer
 Property Tax Administrator
 By: [Signature], Deputy

COUNTY RECORDER/REGISTRAR OF TITLES
 COUNTY OF ANOKA, STATE OF MINNESOTA
 I hereby certify that this plat of COLE ADDITION was filed in the office of the County Recorder/Registrar of Titles for public record on this 1 day of November, 2017, at 2:58 o'clock P.M. and was duly recorded as Document Number 2185171.002.

Jonell M. Sawyer
 Jonell M. Sawyer
 County Recorder/Registrar of Titles
 By: [Signature], Deputy



\$ 56



Record ID 4066070

THIS DOCUMENT NUMBER REPRESENTS A PLAT

This page has been added for recording purposes only. It is not part of the document.

MUNICIPALITY: RAMSEY CERTIFIED BY: [Signature] ON: 11/1/17

MAP # 4399

2185171.002

DOC. DATE: 10/13/17 NO OF PAGES: 1

PLAT

SHORT NAME: COLE ADDITION

LONG NAME: COLE ADDITION

A/T	PARENT PINS & TCA CODES	RES	GRANTORS (Fees, C/Ps, Mortgagees)
A	10-32-25-31-0002 630110	N	COLE BRYON C & LYNN M
A	10-32-25-32-0005 630110	N	
A	10-32-25-32-0006 630110	N	

FILED BY: North Title PHONE: (612) 223-6262

TAXPAYER NAME: COLE BRYON C & LYNN M

ADDRESS: 6951 168TH AVE NW, RAMSEY, MN 55303

NEW PARCELS

LOT	BLOCK	LOT	BLOCK	LOT	BLOCK
1-7	1				

DELQ & CURRENT TAXES ARE PAID:	INITIALS: <u>[Signature]</u>	DATE: <u>11/1/17</u>	DIV. NO.: _____
--------------------------------	------------------------------	----------------------	-----------------

ANOKA COUNTY MINNESOTA

Document No.: 2185171.002 ABSTRACT

I hereby certify that the within instrument was filed in
this office for record on: 11/01/2017 2:58:00 PM

Fees/Taxes In the Amount of \$56.00

JONELL M. SAWYER

Anoka County Property Tax

Administrator/Recorder/Registrar of Titles

MDT, Deputy

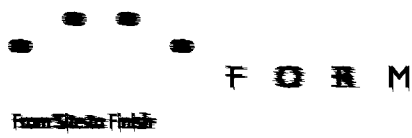
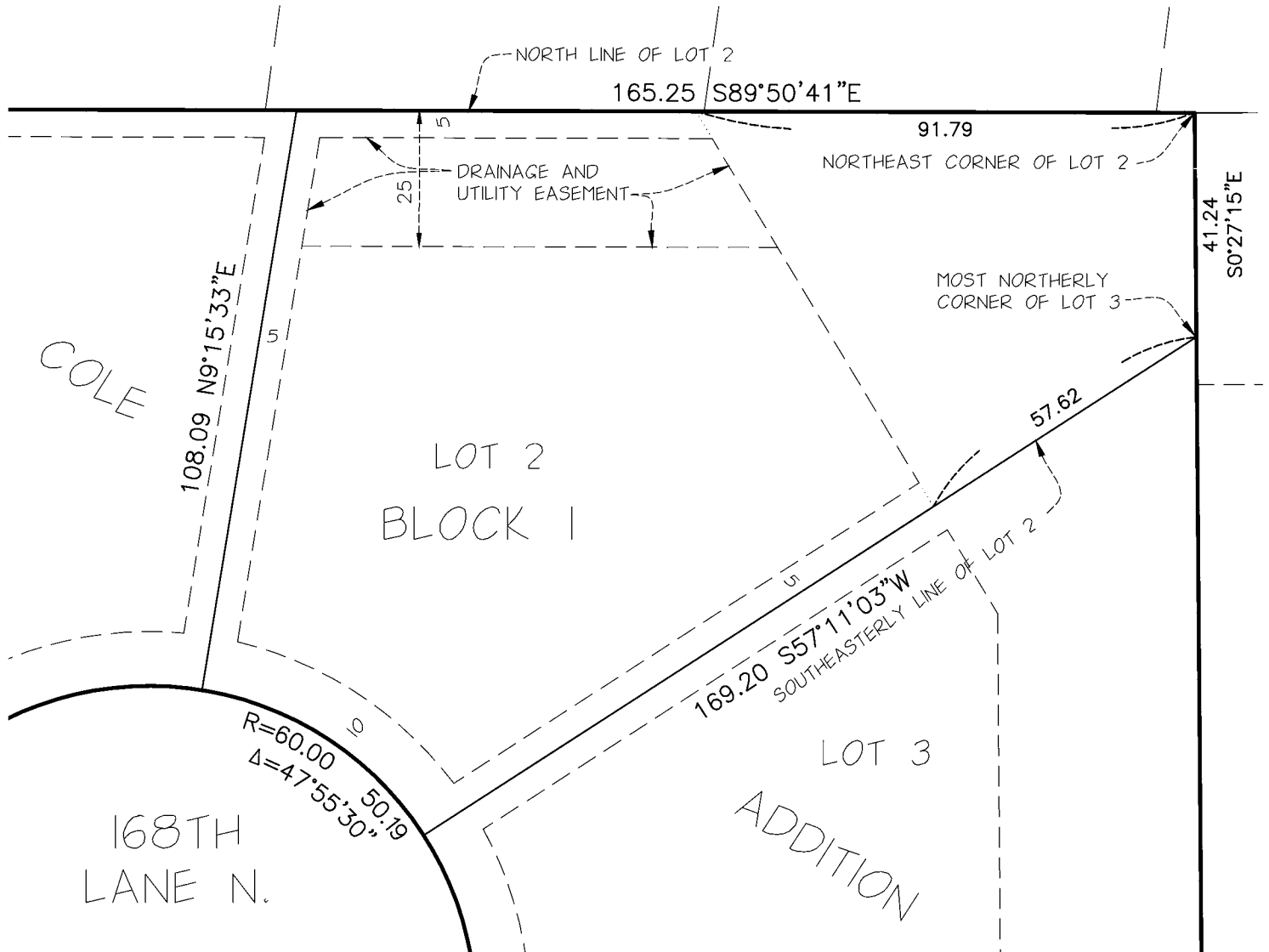
Record ID: 4066070

DRAINAGE AND UTILITY EASEMENT EXHIBIT

FOR: COLE ADDITION

DRAINAGE AND UTILITY EASEMENT DESCRIPTION

THE SOUTH 20 FEET OF THE NORTH 25 FEET OF LOT 2, BLOCK 1, COLE ADDITION, ANOKA COUNTY, MINNESOTA, LYING EAST OF THE WESTERLY 5 FEET OF SAID LOT 2 AND LYING SOUTHWESTERLY OF A LINE DRAWN FROM A POINT ON THE NORTH LINE OF SAID LOT 2 DISTANT 91.79 FEET WEST OF THE NORTHEAST CORNER OF SAID LOT 2 TO A POINT ON THE SOUTHEASTERLY LINE OF SAID LOT 2 DISTANT 57.62 FEET SOUTHWESTERLY OF THE MOST NORTHERLY CORNER OF LOT 3 IN SAID BLOCK 1.



105 South Fifth Avenue
Suite 513
Minneapolis, MN 55401
Web: landform.net



NORTH



SCALE IN FEET

[Reserved for recording data.]

DRAINAGE AND UTILITY EASEMENT

This Drainage and Utility Easement is entered into by and between **North Fish Real Estate, LLC**, a Minnesota limited liability company (“Grantor”) and the **City of Ramsey**, a Minnesota municipal corporation (“Grantee”) as of July ____, 2018.

Recitals

1. Grantor is the fee simple owner of the Property located on 168th Lane N., Ramsey, Minnesota, PIN 10-32-25-31-0023, legally described as follows:

Lot 2, Block 1, COLE ADDITION, Anoka County, Minnesota.

2. Grantee desires to obtain, and Grantor is willing to grant, a drainage and utility easement across the following portion of the Property known as the Easement Area:

The south 20 feet of the north 25 feet of Lot 2, Block 1, Cole Addition, Anoka County Minnesota, lying east of the westerly 5 feet of said Lot 2 and lying southwesterly of a line drawn from a point on the north line of said Lot 2 distant 91.79 feet west of the northeast corner of said Lot 2 to a point on the southeasterly line of said Lot 2 distant 57.62 feet southwesterly of the most northerly corner of Lot 3 in said Block 1. (See attached Exhibit A).

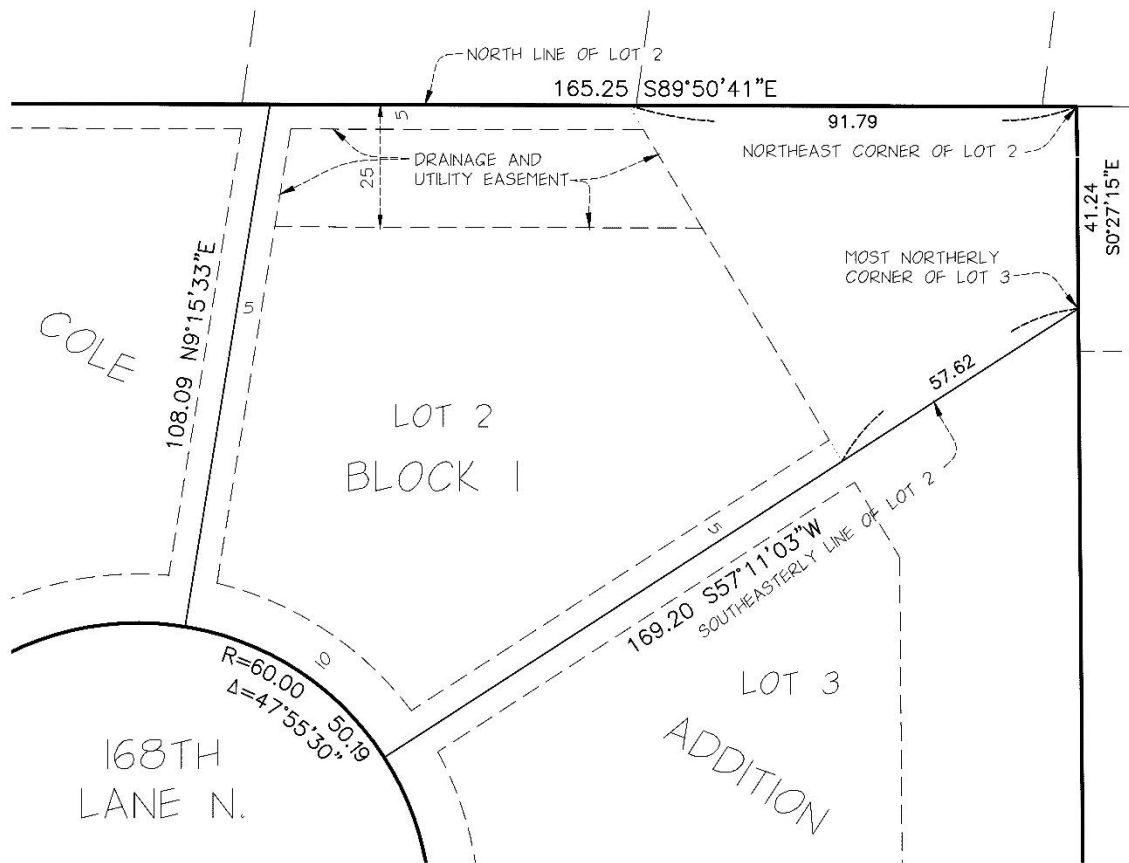
Exhibit A

DRAINAGE AND UTILITY EASEMENT EXHIBIT

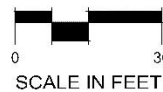
FOR: COLE ADDITION

DRAINAGE AND UTILITY EASEMENT DESCRIPTION

THE SOUTH 20 FEET OF THE NORTH 25 FEET OF LOT 2, BLOCK 1, COLE ADDITION, ANOKA COUNTY, MINNESOTA, LYING EAST OF THE WESTERLY 5 FEET OF SAID LOT 2 AND LYING SOUTHWESTERLY OF A LINE DRAWN FROM A POINT ON THE NORTH LINE OF SAID LOT 2 DISTANT 91.79 FEET WEST OF THE NORTHEAST CORNER OF SAID LOT 2 TO A POINT ON THE SOUTHEASTERLY LINE OF SAID LOT 2 DISTANT 57.62 FEET SOUTHWESTERLY OF THE MOST NORTHERLY CORNER OF LOT 3 IN SAID BLOCK 1.

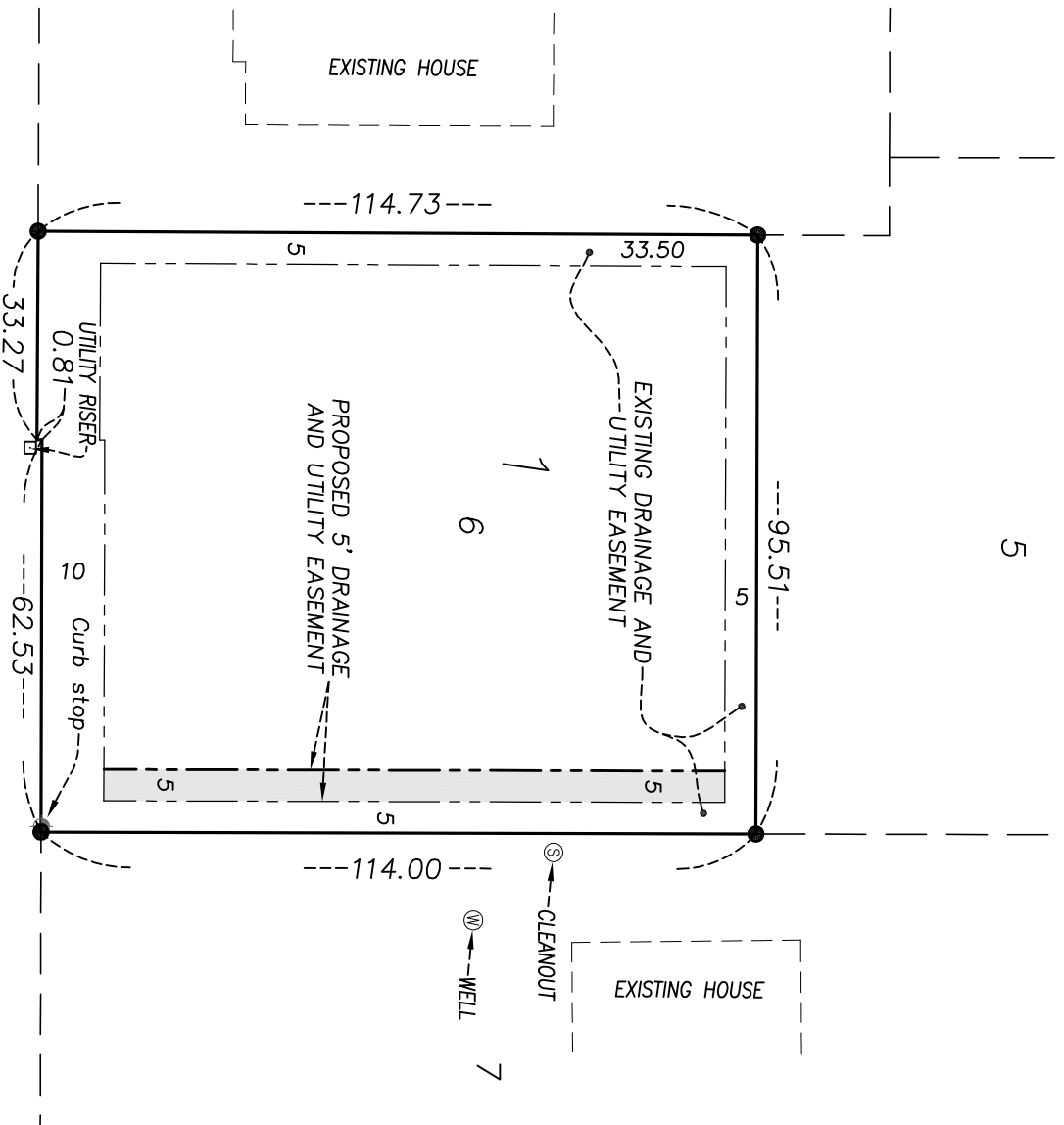


105 South Fifth Avenue
Suite 513
Minneapolis, MN 55401
Web: landform.net



Job No. ZZZ15326 Drawing: NEW EASEMENT LOT 2 By: SPK

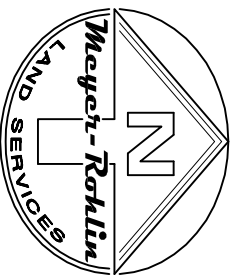
EASEMENT EXHIBIT & DESCRIPTION FOR HEADWATER HOMES, LLC



168TH AVENUE NW

PROPOSED EASEMENT:

The west 5.00 feet of the east 10.00 feet of Lot 6, Block 1, COLE ADDITION, according to the recorded plat thereof, Anoka County, MN, except the north 5.00 feet and also except the south 10.00 feet of said Lot 6, Block 1.



GRAPHIC SCALE IN FEET

● DENOTES IRON MONUMENT FOUND

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

Date 06/04/18

Trace C. McCoy
Trace C. McCoy
License No. 44531

REVISIONS

NO.	DATE	DESCRIPTION

708 1ST AVENUE NE, #1
BUFFALO, MN 55313
PH. 763.682.1781 WWW.MEYERROHLIN.COM

DRAWN BY AAN	BOOK SEE FILE PAGE	SHEET 1 OF SHEETS	FILE NO. 18230
DATE 06/04/18			

[Reserved for recording data.]

DRAINAGE AND UTILITY EASEMENT

This Drainage and Utility Easement is entered into by and between **North Fish Real Estate, LLC**, a Minnesota limited liability company (“Grantor”) and the **City of Ramsey**, a Minnesota municipal corporation (“Grantee”) as of June ____, 2018.

Recitals

1. Grantor is the fee simple owner of the Property located on 168th Avenue N.W., Ramsey, Minnesota, PIN 10-32-25-31-0027, legally described as follows:

Lot 6, Block 1, COLE ADDITION, Anoka County, Minnesota.

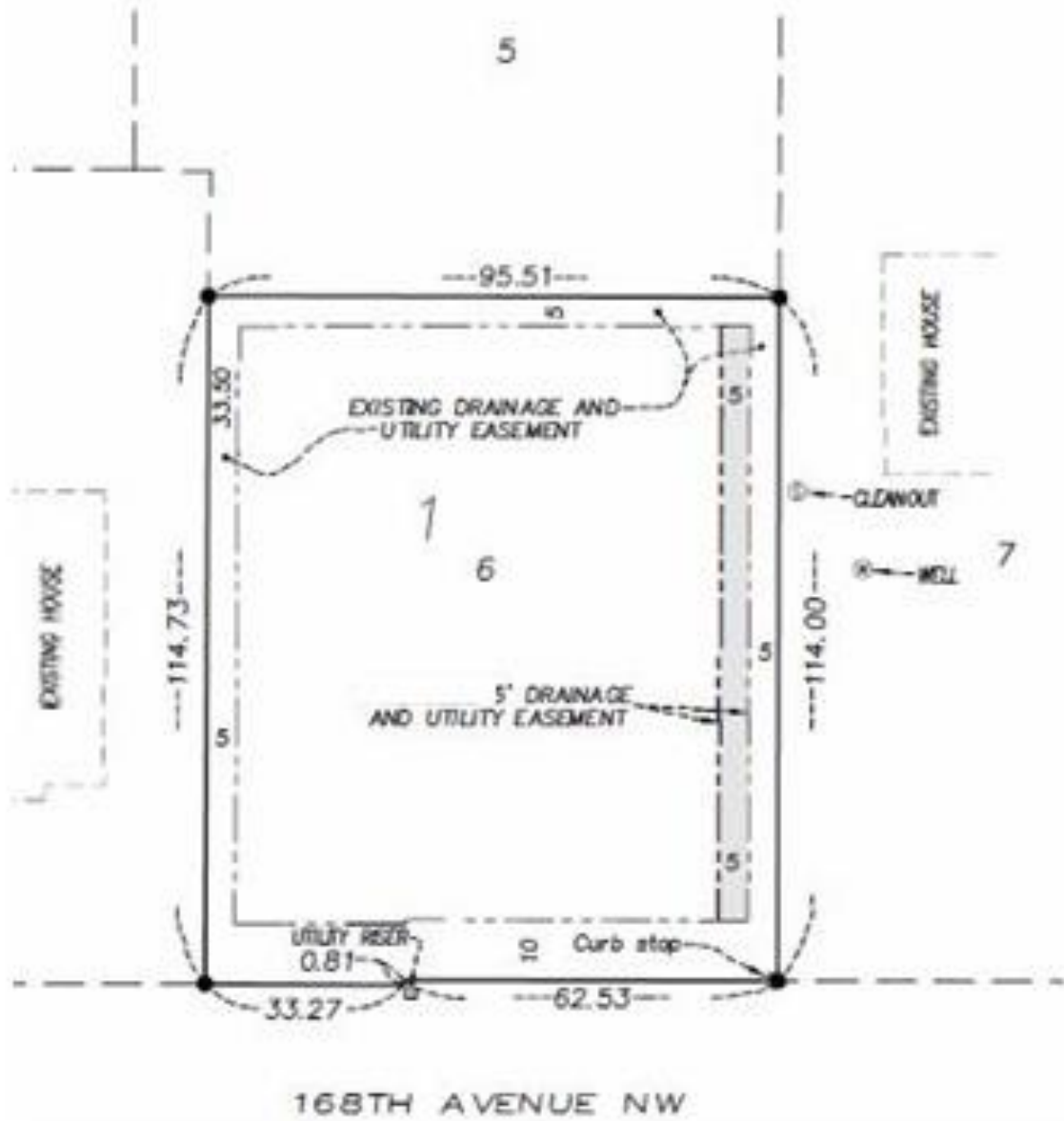
2. Grantee desires to obtain, and Grantor is willing to grant, a drainage and utility easement across the following portion of the Property known as the Easement Area:

The west 5.00 feet of the east 10.00 feet of Lot 6, Block 1, COLE ADDITION, according to the recorded plat thereof, Anoka County, MN, except the north 5.00 feet and also except the south 10.00 feet of said Lot 6, Block 1. (See attached Exhibit A).

Easement

1. Grantors hereby grant to Grantee a perpetual easement over, under and across the Easement Area for drainage and utility purposes.

EXHIBIT A



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

RESOLUTION # 18-154

RESOLUTION ACCEPTING ADDITIONAL DRAINAGE AND UTILITY EASEMENTS ON LOT 2, BLOCK 1 AND LOT 6, BLOCK 1 COLE ADDITION

WHEREAS, Bryon and Lynn Cole properly applied for Final Plat approval of the following described property located in the City of Ramsey:

Lot 1, Block 1, NOW AND THEN ESTATES, Anoka County, MN

AND

Outlots C and D, BROOKFIELD FIRST ADDITION, Anoka County, MN

-Or upon recording-

Lots 1-7 (inclusive), Block 1 COLE ADDITION, Anoka County, MN

(the 'Subject Property');

WHEREAS, North Fish Real Estate LLC, herein after referred to as "Developer", subsequently acquired the Subject Property to complete the development; and

WHEREAS, through final plan review it was determined that additional drainage and utility easements were needed over portions of Lot 2, Block 1 and Lot 6, Block 1 Cole Addition; and

WHEREAS, the Developer has provided the City of Ramsey with easement exhibits depicting the required additional easement area.

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 and accepts the Drainage and Utility Easement and Agreement for Lot 2, Block 1 COLE ADDITION and authorizes the Acting Mayor and City Administrator to sign on behalf of the City.
- 2) That the Ramsey City Council hereby approves and accepts the Drainage and Utility Easement and Agreement for Lot 6, Block 1 COLE ADDITION and authorizes the Acting Mayor and City Administrator to sign on behalf of the City.

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

and the following voted against the same:

and the following abstained:

and the following were absent:

whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this 24th day of July, 2018

Mayor

ATTEST:

City Clerk

CC Regular Session

4. 13.

Meeting Date: 07/24/2018

Submitted For: Bruce Westby, Engineering/Public Works

By: Marsha Weidner, Engineering/Public Works

Information

Title

Adopt Resolution #18-155 Authorizing Partial Payment to North Valley, Inc. for 2018 Street Overlay Improvements, Improvement Project #18-03.

Purpose/Background:

Resolution and Pay Request Attached.

Recommendation:

The Senior Engineering Technician has inspected the completed work and recommends partial payment to North Valley, Inc. for Improvement Project 18-03, Street Overlay Improvements, in the amount of \$449,858.15.

Action:

Motion to Adopt Resolution #18-155 authorizing partial payment to North Valley, Inc. for Improvement Project 18-03, Street Overlay Improvements, in the amount of \$449,858.15.

Attachments

Pay Resolution

Pay Request

Form Review

Inbox	Reviewed By	Date
Bruce Westby	Bruce Westby	07/18/2018 04:45 PM
Tim Gladhill	Tim Gladhill	07/19/2018 11:55 AM
Kurt Ulrich	Kathy Schmitz	07/19/2018 12:19 PM
Form Started By: Marsha Weidner		Started On: 07/18/2018 04:15 PM
Final Approval Date: 07/19/2018		

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #18-155

RESOLUTION APPROVING PARTIAL PAYMENT TO NORTH VALLEY, INC FOR 2018 STREET OVERLAY IMPROVEMENTS, IMPROVEMENT PROJECT #18-03

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

WHEREAS, pursuant to Ramsey City Council resolution #17-10-270, adopted October 24, 2017, the City Engineer was ordered to prepare a Feasibility Report to study the feasibility of completing pavement overlay improvements to approximately 3.5 miles of bituminous pavement on numerous street segments in eight residential developments throughout the City, and other appurtenant work; and

WHEREAS, pursuant to Ramsey City Council resolution #17-12-315, adopted December 12, 2017, the City Council received and accepted the Feasibility Report, and a Public Hearing was ordered for January 9, 2018, to consider the proposed improvements for said streets in accordance with the Feasibility Report; and

WHEREAS, benefiting properties are proposed to be assessed for 25-percent of the cost of eligible improvements, pursuant to Minnesota Statutes Chapter 429, Chapter 8 of the City Charter, and the City's Special Assessments Policy; and

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

WHEREAS, pursuant to Ramsey City Council resolution #18-012, adopted January 9, 2018, the Feasibility Report was approved following a Public Hearing, and the City Engineer was designated as the engineer for this improvement and was ordered to prepare plans and specifications for the making of such improvements; and

WHEREAS, pursuant to Ramsey City Council resolution #18-057, adopted March 27, 2018, final plans and specifications were approved and advertisements for bids were authorized for said improvements; and

WHEREAS, pursuant to Ramsey City Council resolution #18-081, adopted May 8, 2018, the bid of North Valley, Inc. of Nowthen, Minnesota, in the amount of \$544,224.86 for construction of said improvements was accepted, and the Mayor and City Administrator were authorized and directed to enter into a contract with said bidder for the construction of said improvements for and on behalf of the City of Ramsey; and

WHEREAS, pursuant to Ramsey City Council resolution #18-113, adopted June 12, 2018, the Ramsey City Council approved Change Order #1 in the amount of \$2,000.00, resulting in a total contract cost in the amount of \$546,224.86; and

WHEREAS, as of July 24, 2018 \$0.00 has been paid to date; and

WHEREAS, the Senior Engineering Technician has inspected the completed work and recommends partial payment to North Valley, Inc. for Improvement Project 18-03, Street Overlay Improvements, in the amount of \$449,858.15.

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

- 1) That the City Council hereby approves partial payment to North Valley, Inc. for Improvement Project #18-03, 2018 Street Overlay Improvements, in the amount of \$449,858.15.
- 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 July 24, 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 24th day of July, 2018.

Acting Mayor

ATTEST:

City Clerk

Pay Estimate Summary Sheet
IP # 18-03; 2018 Street Overlay Improvements

City of Ramsey

PAY ESTIMATE

Estimate no

1

TOTAL CONTRACT	\$	544,224.86
CHANGE ORDER NO. 1	\$	2,000.00
TOTAL CONTRACT	\$	546,224.86
STORED MATERIALS		
TOTAL, COMPLETED WORK TO DATE	\$	473,534.89
TOTAL WORK COMPLETED PLUS STORED MATERIALS	\$	473,534.89
RETAINED PERCENTAGE 5%	\$	23,676.74
NET AMOUNT DUE TO CONTRACTOR TO DATE	\$	449,858.15
TOTAL AMOUNT PAID ON PREVIOUS ESTIMATES	\$	-
PAY CONTRACTOR PER ESTIMATE NO. 1	\$	449,858.15

Certificate for Partial Payment

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

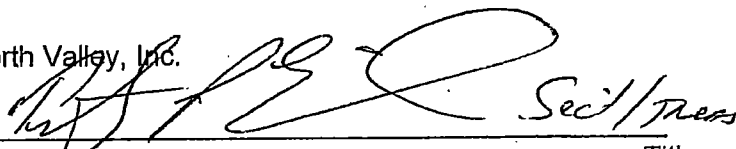
Contractor: North Valley, Inc.

By

Name

Title

Date


7/13/18

CHECKED AND APPROVED AS TO QUANTITIES AND AMOUNT:

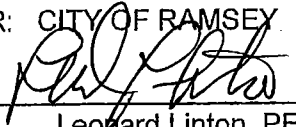
ENGINEER: CITY OF RAMSEY

By

Name

Civil Engineer IV

Date


7/13/18

APPROVED FOR PAYMENT:


OWNER: City of Ramsey

By

Name

Title

Date

 City Engineer 7/16/18

**IP # 18-03; 2018 Street Overlay Improvements
PAY ESTIMATE**

PAY ESTIMATE NO.

1

BASE BID	\$ 544,224.86	\$ 471,534.89	\$ 471,534.89
CHANGE ORDER NO. 1	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00
TOTAL BID	\$ 546,224.86	\$ 473,534.89	\$ 473,534.89

ITEM NO.	MNDOT NO.	ITEM DESCRIPTION	CONTRACT AMOUNT				PAY THIS PERIOD		PAID TO DATE	
			UNIT	ESTIMATED QUANTITY	UNIT PRICE	EXTENSION	QUANTITY	EXTENSION	QUANTIT	EXTENSION
1	2021.501	MOBILIZATION	LS	1	\$ 9,089.01	\$ 9,089.01	0.75	\$ 6,816.76	0.75	\$ 6,816.76
2	2104.503	REMOVE CONCRETE PAVEMENT	SF	66	\$ 4.80	\$ 316.80	0	\$ -	0	\$ -
3	2104.505	REMOVE BITUMINOUS PAVEMENT	SY	113	\$ 8.91	\$ 1,006.83	0	\$ -	0	\$ -
4	2104.509	REMOVE CASTING	EA	10	\$ 144.93	\$ 1,449.30	0	\$ -	0	\$ -
5	2104.513	SAWING BITUMINOUS PAVEMENT	LF	1,325	\$ 0.01	\$ 13.25	1654	\$ 16.54	1654	\$ 16.54
6	2211.503	AGGREGATE BASE CLASS 5 MODIFIED (CV)	CY	8	\$ 53.37	\$ 426.96	0	\$ -	0	\$ -
7	2231.604	BITUMINOUS PATCH	SY	1,932	\$ 15.76	\$ 30,448.32	1844	\$ 29,061.44	1844	\$ 29,061.44
8	2232.501	EDGE MILL BITUMINOUS PAVEMENT 7' X (0" - 2")	SY	6,600	\$ 1.19	\$ 7,854.00	2076	\$ 2,470.44	2076	\$ 2,470.44
9	2232.501	MILL BITUMINOUS PAVEMENT	SY	170	\$ 9.17	\$ 1,558.90	0	\$ -	0	\$ -
10	2357.502	BITUMINOUS MATERIAL FOR TACK COAT	GAL	4,423	\$ 2.67	\$ 11,809.41	3925	\$ 10,479.75	3925	\$ 10,479.75
11	2360.501	TYPE SP 9.5 WEARING COURSE MIXTURE (SPWEA340C) (2.0")	TON	6,947	\$ 65.98	\$ 458,363.06	6262.2	\$ 413,179.96	6262.2	\$ 413,179.96
12	2506.516	CASTING ASSEMBLY	EA	10	\$ 436.82	\$ 4,368.20	0	\$ -	0	\$ -
13	2506.521	INSTALL CASTING	EA	10	\$ 266.85	\$ 2,668.50	0	\$ -	0	\$ -
14	2506.602	RESET CATCH BASIN / MANHOLE CASTING	EA	10	\$ 277.65	\$ 2,776.50	10	\$ 2,776.50	10	\$ 2,776.50
15	2521.501	6" CONCRETE WALK	SF	120	\$ 7.37	\$ 884.40	225	\$ 1,658.25	225	\$ 1,658.25
16	2531.501	CONCRETE CURB & GUTTER DESIGN SURMOUNTABLE	LF	100	\$ 32.02	\$ 3,202.00	103	\$ 3,298.06	103	\$ 3,298.06
17	2531.618	TRUNCATED DOMES	SF	32	\$ 37.36	\$ 1,195.52	19	\$ 709.84	19	\$ 709.84
18	2563.601	TRAFFIC CONTROL	LS	1	\$ 3,469.09	\$ 3,469.09	0	\$ -	0	\$ -
19	2574.525	COMMON TOPSOIL BORROW (LV)	CY	20	\$ 53.37	\$ 1,067.40	5	\$ 266.85	5	\$ 266.85
20	2575.505	SODDING TYPE LAWN	SY	141	\$ 16.01	\$ 2,257.41	50	\$ 800.50	50	\$ 800.50
TOTAL BID						\$ 544,224.86	\$ 471,534.89	\$ 471,534.89		

CHANGE ORDER NO. 1

ITEM NO.	MNDOT NO.	ITEM DESCRIPTION	CONTRACT AMOUNT				PAY THIS PERIOD		PAID TO DATE	
			UNIT	ESTIMATED QUANTITY	UNIT PRICE	EXTENSION	QUANTITY	EXTENSION	QUANTIT	EXTENSION
1		POTHOLE PATCHING	LS	1	\$ 2,000.00	\$ 2,000.00	1	\$ 2,000.00	1	\$ 2,000.00
TOTAL CHANGE ORDER NO. 1						\$ 2,000.00	\$ 2,000.00	\$ 2,000.00		

Meeting Date: 07/24/2018

By: Colleen Lasher, Administrative Services

Information

Title

Adopt Resolution #18-144 Hiring Seasonal Public Works Maintenance Workers

Purpose/Background:

The purpose of this case is to request authorization to hire Seasonal Public Works Maintenance Workers. Annually, the City employs Seasonal Public Works Maintenance Workers to perform work in the Parks, Streets, and Utilities Divisions of Public Works. At this time, staff have selected Ms. Emma Hoekman, Ms. Madison Huether, and Mr. Lucas Phelps to fill three of the remaining vacancies.

Funding Source:

The funding required to fill this position is included within the approved 2018 budget.

Recommendation:

To hire Ms. Emma Hoekman and Ms. Madison Huether, as Seasonal Public Works Maintenance Workers, effective July 12, 2018 at \$11.00 per hour, and Mr. Lucas Phelps, as a Seasonal Public Works Maintenance Worker, effective July 23, 2018 at \$11.00 per hour.

Action:

Motion to adopt resolution #18-144 to hire Ms. Emma Hoekman and Ms. Madison Huether, as Seasonal Public Works Maintenance Workers, effective July 12, 2018 at \$11.00 per hour, and Mr. Lucas Phelps, as a Seasonal Public Works Maintenance Worker, effective July 23, 2018 at \$11.00 per hour.

Attachments

Resolution 18-144

Form Review

Inbox	Reviewed By	Date
Tim Gladhill	Tim Gladhill	07/19/2018 11:58 AM
Kurt Ulrich	Kathy Schmitz	07/19/2018 12:18 PM
Form Started By: Colleen Lasher		Started On: 07/16/2018 02:47 PM
Final Approval Date: 07/19/2018		

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #18-144

RESOLUTION HIRING SEASONAL PUBLIC WORKS MAINTENANCE WORKERS

WHEREAS, annually the City employs Seasonal Public Works Maintenance Workers to perform work in the Parks, Streets, and Utilities Divisions of Public Works; and

WHEREAS, staff selected three qualified Seasonal Public Works Maintenance Workers; and

WHEREAS, the candidates have passed the pre-employment screenings; and

WHEREAS, Staff recommends hiring Ms. Emma Hoekman and Ms. Madison Huether, effective July 12, 2018 at \$11.00 per hour, and Mr. Lucas Phelps, effective July 23, 2018 at \$11.00 per hour.

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 #18-144 to hire Ms. Emma Hoekman and Ms. Madison Huether, as Seasonal Public Works Maintenance Workers, effective July 12, 2018 at \$11.00 per hour, and Mr. Lucas Phelps, as a Seasonal Public Works Maintenance Worker, effective July 23, 2018 at \$11.00 per hour.

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

and the following voted against the same:

and the following abstained:

and the following were absent:

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 24th day of July, 2018.

Mayor

ATTEST:

City Clerk

Meeting Date: 07/24/2018

By: Colleen Lasher, Administrative Services

Information

Title

Adopt Resolution #18-145 Filling the Vacant Public Works Streets Maintenance Worker Position

Purpose/Background:

The purpose of this case is to request authorization to hire a full-time Streets Maintenance Worker to fill the current vacancy.

The City currently has one Streets Maintenance Worker vacancy. As a result of the vacancy, an internal recruitment was conducted and it was not necessary to conduct an external recruitment. Staff conducted an interview with Mr. Jacob Marks, a current seasonal employee. Mr. Marks has worked for the City every season since 2014, including work in the Parks Division and as an on-call snowplow driver. Mr. Marks recently obtained a commercial driver's license, which qualifies him for the full-time regular Streets Maintenance Worker position. Mr. Marks subsequently participated in the City's pre-employment testing process. The City extended a contingent job offer pending City Council approval. If hired, Mr. Marks will be subject to a six-month probationary period, the personnel policy and the AFSCME labor agreement.

Notification:

The Street Maintenance Worker position is responsible for constructing and maintaining streets, parking lots and related property; performing snow related activities; performing general maintenance activities; performing general labor; performing vehicle and motorized equipment maintenance; performing and assisting with landscape, grounds care, and forestry/naturalist activities; providing assistance with preparation of community events; performing mechanical building maintenance and repair; as well as a wide range of other tasks as required.

Funding Source:

The funding required for this position has already been included in the 2018 budget and represents a savings when compared to the previously anticipated allocation.

Recommendation:

To hire Mr. Jacob Marks as a full-time Public Works Streets Maintenance Worker, effective on or near July 23, 2018, at \$21.77 per hour which is step 1 of the 2018 wage scale.

Action:

Motion to adopt resolution #18-145 to hire Mr. Jacob Marks as a full-time Public Works Streets Maintenance Worker, effective on or near July 23, 2018, at \$21.77 per hour, which is step 1 of the 2018 wage scale.

Attachments

Resolution 18-145

Form Review

Inbox
Tim Gladhill

Reviewed By
Tim Gladhill

Date
07/19/2018 11:58 AM

Kurt Ulrich
Form Started By: Colleen Lasher
Final Approval Date: 07/19/2018

Kathy Schmitz

07/19/2018 12:19 PM
Started On: 07/16/2018 03:21 PM

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #18-145

RESOLUTION TO HIRE A PUBLIC WORKS STREETS MAINTENANCE WORKER FILLING THE VACANT POSITION

WHEREAS, there is a vacant Public Works Streets Maintenance Worker position; and

WHEREAS, an internal recruitment process was conducted; and

WHEREAS, Mr. Jacob Marks has been selected as the top candidate for the position; and

WHEREAS, staff have completed the necessary background checks and are recommending that Mr. Jacob Marks be hired as a full-time Public Works Streets Maintenance Worker, effective on or near July 23, 2018 at \$21.77 per hour; and

WHEREAS, Mr. Marks will be subject to a 6-month probationary period; and

WHEREAS, Mr. Marks will be subject to the terms of the applicable labor agreement and the City's Personnel Policy.

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 #18-145 to hire Mr. Jacob Marks as a full-time Public Works Streets Maintenance Worker, effective on or near July 23, 2018, at \$21.77 per hour which is step 1 of the 2018 wage scale.

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

and the following voted against the same:

and the following abstained:

and the following were absent:

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 24th day of July, 2018.

Mayor

ATTEST:

City Clerk

Meeting Date: 07/24/2018

By: Colleen Lasher, Administrative
Services

Information

Title

Adopt Resolution #18-153 Filling the Vacant Economic Development Manager Position

Purpose/Background:

The purpose of this case is for the City Council to consider hiring an Economic Development Manager.

The City Council discussed this matter at the May 8, 2018, work-session and staff was directed to conduct a recruitment for an Economic Development Manager. Staff conducted an external recruitment and received application materials from nine individuals. Five (5) individuals were advanced to first interviews. Three (3) were advanced to a second interview.

Per resolution #13-06-091, positions that serve as staff liaison to a board or commission shall include non-employee panel members. In this case, the members were Councilmember Mark Kuzma, Councilmember Chris Riley, Chair of the Economic Development Authority Jim Steffen, and four staff. This represented the panel for second interviews. The panel directed staff to contact Mr. Sean Sullivan as the top candidate for the position. Mr. Sullivan successfully passed the City's pre-employment checks and was provided with a contingent job offer, pending City Council approval.

It may be of interest to note that Mr. Sullivan worked for the City of Ramsey as an Economic Development Coordinator from 2000 to 2010 and is therefore very familiar with many of the City's current businesses, the economic development function, many City staff members and other professional contacts in the area. Since then, Mr. Sullivan has continued in his role as an economic development professional and has gained additional skills and credentials.

Funding Source:

The funding required for this position has already been included in the 2018 budget and represents a savings when compared to the previously anticipated allocation.

Recommendation:

To hire Mr. Sean Sullivan as the City's Economic Development Manager, effective on or near August 27, 2018, at \$7,475 per month, which is step three of the 2018 wage scale and equivalent to \$43.13 per hour, with a credit of 5 vacation days upfront and vacation accruals beginning with "After 8" years of service.

Action:

Motion to adopt resolution #18-153 hiring Mr. Sean Sullivan as the City's Economic Development Manager, effective on or near August 27, 2018, at \$7,475 per month, which is step three of the 2018 wage scale and equivalent to \$43.13 per hour, with a credit of 5 vacation days upfront and vacation accruals beginning with "After 8" years of service.

Resolution 18-153

Interview Panel Resolution

Form Review

Inbox

Tim Gladhill

Kurt Ulrich

Form Started By: Colleen Lasher

Final Approval Date: 07/19/2018

Reviewed By

Tim Gladhill

Kathy Schmitz

Date

07/19/2018 04:01 PM

07/19/2018 04:07 PM

Started On: 07/16/2018 02:55 PM

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #18-153

**RESOLUTION TO HIRE AN ECONOMIC DEVELOPMENT MANAGER
FILLING THE VACANT POSITION**

WHEREAS, the Economic Development Manager position is vacant; and

WHEREAS, an external recruitment process was conducted; and

WHEREAS, the interview panel is recommending that Mr. Sean Sullivan be hired as a full-time Economic Development Manager; and

WHEREAS, Mr. Sullivan has successfully passed the City's background checks; and

WHEREAS, Mr. Sullivan is available to begin working or near August 27, 2018, at \$43.13 per hour, with a credit of 5 vacation days upfront and vacation accruals beginning at 19 days per year; and

WHEREAS, Mr. Sullivan will be subject to a 6-month probationary period; and

WHEREAS, Mr. Sullivan will be subject to the terms of the City's Personnel Policy.

**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 #18-153 hiring Mr. Sean Sullivan as the City's Economic Development Manager, effective on or near August 27, 2018, at step three of the 2018 wage scale which is \$43.13 per hour, with a credit of 5 vacation days upfront and vacation accruals beginning at 19 days per year.

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 24th day of July, 2018.

Mayor

ATTEST:

City Clerk

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

RESOLUTION #13-06-091

RESOLUTION TO ESTABLISH A POLICY REGARDING NON-EMPLOYEE INTERVIEW PANEL PARTICIPANTS

WHEREAS; a City policy that addresses the make-up of the interview panel will create clarity and increase efficiencies during the employment recruitment process; and

WHEREAS, the City intends to include non-employee participants for the following types of positions: City Administrator, Department Heads, and positions serving as a liaison to a board or commission; and

WHEREAS; non-employee participants will include: Council Member(s) and the Chair or Vice-chair of the respective board or commission; and

WHEREAS; non-employee participants may also include outside professionals with advance knowledge of the respective skill sets desired for the given position; and

WHEREAS, the specific make-up of the non-employee interview panel will be defined ahead of time at a Personnel Committee meeting or a City Council work-session.

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

- 1) Confirms the recommendation of the Personnel Committee to do the following:

Motion to approve resolution #13-06-091, to include non-employee interview panel participants for the following types of City positions: City Administrator, Department Heads, and positions serving as a liaison to a board or commission; the specific make-up of the non-employee interview panel will be defined ahead of time at a Personnel Committee meeting or a City Council work-session.

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:

Mayor Strommen
Councilmember Tossey
Councilmember Kuzma
Councilmember LeTourneau
Councilmember Riley

and the following voted against the same:

None

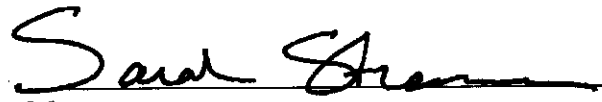
and the following abstained:

None

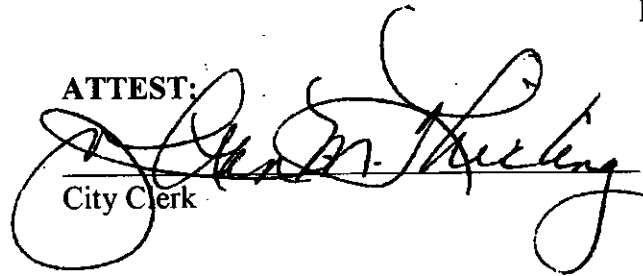
and the following were absent:

Councilmember Backous

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 25th day of June 2013.


Mayor

ATTEST:


City Clerk

Meeting Date: 07/24/2018

Submitted For: Kurt Ulrich, Administrative Services

By: Katie Schmidt, Administrative Services

Information

-- **Title:**

Approve Purchase Agreement for 6710 Highway 10 NW; Case of PDKP Properties, LLC

Purpose/Background:

The purpose of this case is to consider the attached purchase agreement for the property (PID# 34-32-25-13-0005) 6710 Highway 10 NW Ramsey, MN.

Notification:

Sterling Trophy is a trophy business currently operating in Anoka. They have submitted a Letter of Intent to purchase the property for \$125,000, which is \$2.30 per square foot. The property is currently listed by the Anoka County Assessor's Office as having an estimated market value (EMV) of \$240,300 (or \$4.48 per s.f.). Please note that this is not a market appraisal. The City invested in purchase of this property to remove a blighted commercial building along a highly visible corridor and ensure the removal of lawful, non-conforming rights associated with the previous use.

The City purchased the property, with a business and building, in 2013, and razed the blighted building after purchase. A previous purchase agreement in 2014 for \$170,000 for a garage door expired, when the garage door company purchased an existing building in Ramsey.

The Economic Development Authority (EDA) recommended approval of this purchase agreement to PDKP at their meeting of July 12, 2018, subject to including two amendments:

- A Developer requested contingency of project financing
- The addition of right of re-entry language, as used in other city land sales.

The attached PA includes the modification for Right of Re-Entry. Currently, the draft does not include the financing contingency as requested by the Buyer. The City Attorney has objected to this language, and feels that this is the intent of the inspection period. Staff will request a written legal opinion on this matter prior to the July 24 Meeting.

The EDA also discussed appropriate brokerage fees on the project. A section of the PA also addresses the real estate broker obligations that are part of this transaction. This property is part of the listing agreement with CBRE and the EDA discussed the need to clarify that no other brokers are involved and asked to see activity on the site performed by CBRE.

Observations/Alternatives:

The property is located midway between the proposed Ramsey interchange and the proposed Sunfish lake Boulevard Interchange. Access to the site will be impacted when Highway 10 is constructed to freeway-like standards, but the timeframe for that work is not known. The site has city sewer and water available and a storm pond will need to be installed as part of the development.

The applicant wishes to purchase the entire 1.23-acre (53,579 square foot) site for possible future expansion or subdivision.

The trophy company proposes to construct a 4,000 square foot building that would have a small office and

showroom area (1,200 s.f.) with the balance of the building being used for assembly and storage. The City purchased the property in 2013 using Anoka County HRA funds. Land proceeds from the sale remain with the city and will be deposited in the City's Economic Development Fund for future projects.

The applicant also has an interest in applying for a loan from the EDA revolving loan fund to fill any financing gaps not covered by the SBA loan and buyer's equity.

Please note that the project still needs to go through site plan review with the Planning Commission. The project has indicated an interest in requesting a variance to front yard setback to be in line with existing buildings along Highway 10.

The Council may accept, deny, or propose amendments to this purchase agreement at this time. Staff is recommending approval.

Funding Source:

Not applicable.

Recommendation:

The EDA recommends approval of this Purchase Agreement. The attached Purchase Agreement is consistent with city's polices for selling city-owned land and the proposed sales price is within the acceptable price range. The proposed use is an acceptable use that will add to the City's tax base and be a benefit to the Highway 10 business corridor.

Action:

Motion to approve the attached purchase agreement with PDKP Properties, LLC. for the purchase of property (PID# 34-32-25-13-0005), also known as 6710 Highway 10 NW Ramsey, MN.

Attachments

Cover Letter

Purchase Agreement

Plan Set

Property Listing

Form Review

Inbox	Reviewed By	Date
Tim Gladhill	Tim Gladhill	07/19/2018 12:15 PM
Kurt Ulrich	Kathy Schmitz	07/19/2018 12:17 PM
Form Started By: Katie Schmidt		Started On: 07/13/2018 08:56 AM
Final Approval Date: 07/19/2018		

Sterling Trophy, Inc.

3824 7th Ave

Anoka, MN 55303

June 5th, 2018

Kurt Ulrich

City Administrator

The Housing and Redevelopment Authority

7550 Sunwood Dr. N. W.

Ramsey, MN 55303

To City of Ramsey and the Housing and Redevelopment Authority

This letter of intent is to acknowledge that Sterling Trophy, LLC. would like to purchase the property (PID# 34-32-25-13-0005) 6710 Highway 10 N.W. Ramsey, MN.

We would like to offer the purchase price of \$125,000. We would like to start building on the property as soon as possible and would like to be operating there prior to the end of the year.

We are very excited to make the City of Ramsey our new home for Sterling Trophy. Currently we are a business in Anoka and our growth has encouraged us to look for space and a much larger building to expand. The opportunity to expand will bring more productivity and employees to help us achieve our goals.

Thank you for your Time and Consideration

David and Patty Steinbring

PURCHASE AGREEMENT

This Agreement is entered into by and between the **City of Ramsey**, a Minnesota municipal corporation (“Seller”), and **PDKP Properties, LLC**, a Minnesota 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 **June 28, 2018** (the “Effective Date”).
- 2. SALE OF PROPERTY.** Seller agrees to sell to Buyer, and Buyer agrees to buy from Seller 1.23 acres of vacant land, legally described as follows:

Riverside West Lot 4, Block 1 Riverside West (subject to easements as shown on Plat),
Anoka County, Minnesota.

Address: 6710 Highway 10 Northwest, Ramsey, MN 55303

Anoka County Property Identification: 34-32-25-13-0005

- 3. PURCHASE PRICE.** The purchase price for the Property is \$125,000.00 (the “Purchase Price”).
- 4. EARNEST MONEY.** Within (5) business days after the Effective Date, Buyer must deposit the sum of \$10,000 (the “Earnest Money”) with Commercial Partners Title Company, 200 South 6th Street, #1300, 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. 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 22 as a result of a default by Seller).
 - c. 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.
 - d. 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 **August 15, 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-plot 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: kulrich@cityoframsey.com

Buyer: PDKP Properties, LLC
David Steinbring
2902 8th Avenue
Anoka, MN 55303
Email: sterlingtrophy@comcast.net

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 Five Thousand and 00/100 Dollars (\$5,000.00) earnest money with Escrow Agent for each extension. Each \$5,000 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. 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. CONSTRUCTION DEADLINE. Buyer shall obtain a certificate of occupancy from the City of Ramsey for the construction of a minimum 4,000 square foot office/assembly/storage building by August 1, 2019. At Closing, a “Right of Re-Entry Agreement” must be executed and recorded to the Property providing that, in the event the above deadline is not met, Seller has the right to reclaim title to the parcel(s) for which a certificate of occupancy was not obtained, or in the alternative, and at Seller’s sole discretion, 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.

29. 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.

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 before Closing. The Development Agreement and Site Plan must comply with all local zoning ordinances and design standards, including The COR Design Standards.

SELLER: The City of Ramsey, a Minnesota municipal corporation

By: _____
John LeTourneau, Acting Mayor

Dated: _____, 2018

By: _____
Kurt Ulrich, City Administrator

Dated: _____, 2018

BUYER: PDKP Properties, LLC, a Minnesota Limited Liability Company.

By: _____
David Steinbring, Manager

Dated: _____, 2018

STERLING TROPHY

CONSTRUCTION PLANS FOR SITE GRADING, SANITARY SEWER, WATERMAIN, STORM SEWER,
CONCRETE CURB AND GUTTER, BITUMINOUS PAVING AND MISCELLANEOUS CONSTRUCTION
FOR STONE CONSTRUCTION, INC
IN THE CITY OF RAMSEY

GOVERNING SPECIFICATIONS

THE 2018 EDITION OF THE MINNESOTA DEPARTMENT OF TRANSPORTATION "STANDARD SPECIFICATIONS FOR CONSTRUCTION" SHALL GOVERN.

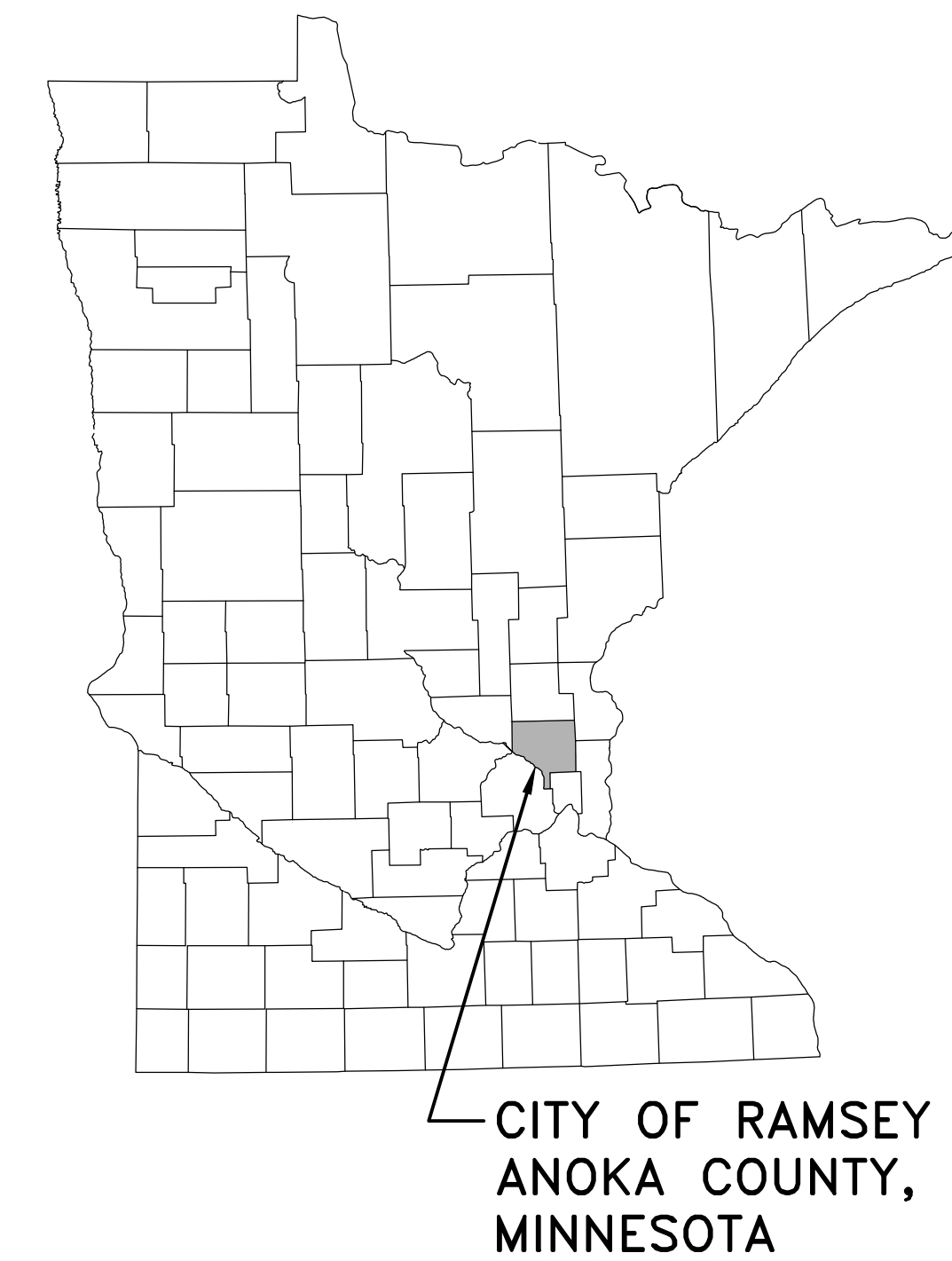
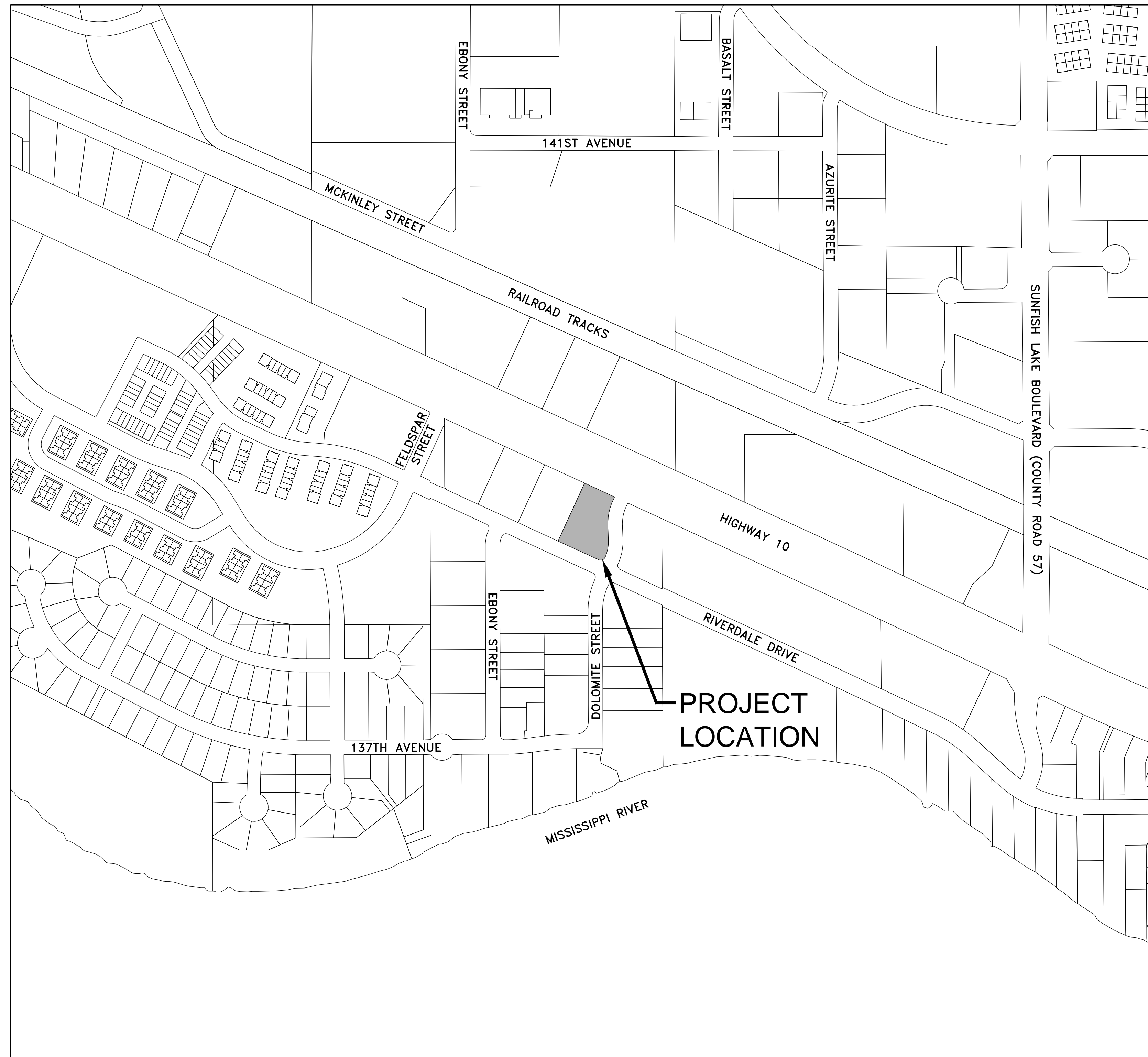
THE 2013 EDITION OF THE CITY ENGINEER'S ASSOCIATION OF MINNESOTA "STANDARD SPECIFICATIONS" SHALL GOVERN FOR SANITARY SEWER AND WATERMAIN WORK.

ALL FEDERAL, STATE AND LOCAL LAWS, REGULATIONS, AND ORDINANCES SHALL BE COMPLIED WITH IN THE CONSTRUCTION OF THIS PROJECT.

ALL TRAFFIC CONTROL DEVICES AND SIGNING SHALL CONFORM TO THE LATEST EDITION OF THE MINNESOTA MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES, INCLUDING THE LATEST FIELD MANUAL FOR TEMPORARY TRAFFIC CONTROL ZONE LAYOUTS.

SHEET INDEX THIS PLAN CONTAINS 7 SHEETS

SHEET NO.	DESCRIPTION
C1	TITLE SHEET
C2	CONSTRUCTION NOTES AND DETAILS
C3	CITY STANDARD DETAILS
C4	EXISTING TOPOGRAPHY AND REMOVALS PLAN
C5	GRADING, DRAINAGE AND EROSION CONTROL PLAN
C6	UTILITY PLAN
C7	PAVING AND RESTORATION PLAN



CONTRACTOR

STONE CONSTRUCTION, INC
2181 107TH LANE NE
BLAINE, MN 55449
PAUL STONE
paul.s@stoneconstructioninc.com
763-784-1950

ENGINEER/SURVEYOR

HAKANSON ANDERSON
3601 THURSTON AVENUE
ANOKA, MN 55303
TIMOTHY A. EGGERICHS, P.E.
time@haa-inc.com
CHARLES R. CHRISTOPHERSON, P.L.S.
charlie@haa-inc.com
763-427-5860

PROJECT
LOCATION

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

Tim Eggerichs
TIMOTHY A. EGGERICHS, P.E.
HAKANSON ANDERSON
DESIGN ENGINEER

43362 DATE 7/5/18
LIC. NO.

DATE	REVISION

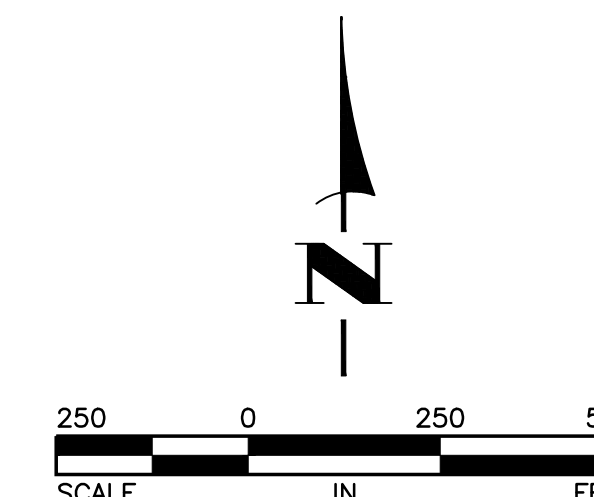
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Civil Engineers and Land Surveyors
3601 Thurston Ave., Anoka, Minnesota 55303
763-427-5860 FAX 763-427-0520

THE SUBSURFACE UTILITY INFORMATION IN THIS PLAN IS UTILITY QUALITY LEVEL D. THIS QUALITY LEVEL WAS DETERMINED ACCORDING TO THE GUIDELINES OF CI/ASCE 38-02, ENTITLED "STANDARD GUIDELINES FOR THE COLLECTION AND DEPICTION OF EXISTING SUBSURFACE UTILITY DATA."

BENCHMARK:
TOP NUT HYDRANT IN THE NORTHWEST CORNER OF THE INTERSECTION OF RIVERDALE DRIVE AND DOLOMITE STREET.
ELEV=863.88 (NAVD 88)



GENERAL CONSTRUCTION AND SOILS NOTES:

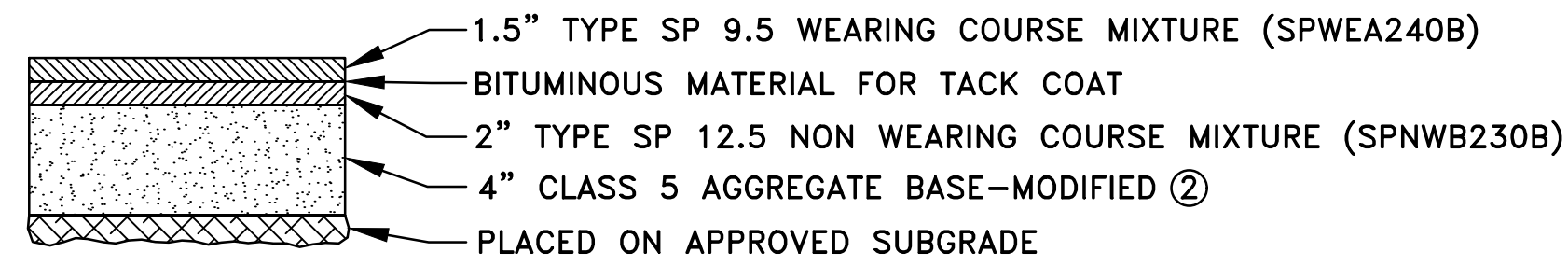
- STRIP ALL INPLACE TOPSOIL IN AREAS TO BE DISTURBED BY CONSTRUCTION AND REUSE AS SLOPE DRESSING. IN AREAS OF PARKING LOT AND BUILDING CONSTRUCTION, THE EXPOSED SAND SHALL BE SURFACE COMPACTED TO AT LEAST 100% OF THE STANDARD PROCTOR MAXIMUM DRY DENSITY, ASTM D698, IN AT LEAST THE UPPER 3 FEET.
- UNLESS OTHERWISE RECOMMENDED IN THESE PLANS, THE GRADING SUBGRADE SHALL BE CONSTRUCTED OF SUITABLE GRADING MATERIAL. THE FILL SHALL BE PLACED IN 8" TO 10" LOOSE LIFTS, AND COMPACTED TO 100% OF THE STANDARD PROCTOR MAXIMUM DRY DENSITY.
- SUITABLE GRADING MATERIAL FOR THIS PROJECT SHALL CONSIST OF ALL SOILS ENCOUNTERED WITH THE EXCEPTION OF TOPSOIL, SILT, DEBRIS, ORGANIC MATERIAL AND OTHER UNSTABLE MATERIAL.
- IF AVAILABLE, CONTRACTOR SHALL REVIEW GEOTECHNICAL EXPLORATION REPORTS FOR ADDITIONAL SITE PREPARATION REQUIREMENTS.
- PROVIDE A SAW CUT WHEN PLACING NEW PAVEMENT ADJACENT TO INPLACE PAVEMENT AND AT TERMINI OF CONSTRUCTION TO ENSURE A UNIFORM JOINT.
- BITUMINOUS AND CONCRETE ITEMS DISTURBED BY CONSTRUCTION SHALL BECOME THE PROPERTY OF THE CONTRACTOR AND SHALL BE DISPOSED OF IN ACCORDANCE WITH MN/DOT SPEC. 2104.
- USE TACK COAT BETWEEN ALL BITUMINOUS MIXTURES. THE BITUMINOUS TACK COAT MATERIAL SHALL BE APPLIED AT A UNIFORM RATE OF 0.04 GAL/SY TO 0.06 GAL/SY BETWEEN BITUMINOUS LAYERS. THE APPLICATION RATES ARE FOR UNDILUTED EMULSIONS (AS SUPPLIED FROM THE REFINERY) OR MC AND RC LIQUID ASPHALTS.
- PERFORMANCE GRADED (PG) ASPHALT BINDER PG 58S-28, SPEC. 3151, SHALL BE USED FOR ALL BITUMINOUS MIXES ON THIS PROJECT.
- THE BITUMINOUS MIXTURES SHALL MEET THE REQUIREMENTS OF SPECIFICATIONS 2360 AND 3139.

GENERAL EROSION CONTROL NOTES:

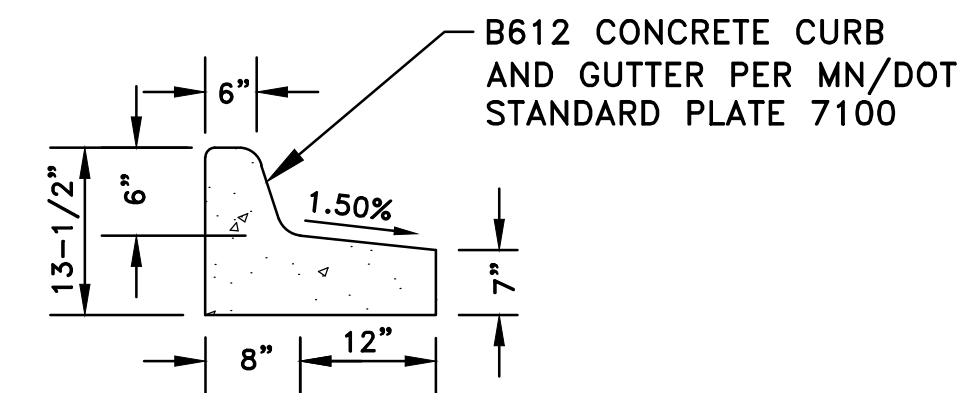
- EROSION CONTROL SHALL CONFORM TO THE MN/DOT EROSION CONTROL HANDBOOK.
- THE CONTRACTOR SHALL INSTALL EROSION AND SEDIMENT CONTROL FACILITIES (BMP'S) PRIOR TO GRADING AND REMOVAL ACTIVITIES. BMP'S SHALL BE MAINTAINED FOR THE DURATION OF CONSTRUCTION ACTIVITIES AND POTENTIAL FOR EROSION HAS PASSED.
- THE CONTRACTOR SHALL SCHEDULE HIS OPERATION TO MINIMIZE THE AMOUNT OF DISTURBED AREA AT ANY GIVEN TIME.
- BMP'S SHALL BE INSPECTED DAILY BY THE CONTRACTOR. OBSERVATIONS SHALL BE RECORDED IN THE INSPECTION LOG.
- ALL EROSION AND SEDIMENT CONTROL MEASURES SHALL BE PROPERLY DISPOSED OF WITHIN THIRTY (30) DAYS AFTER FINAL SITE STABILIZATION.

REFERENCE NOTES:

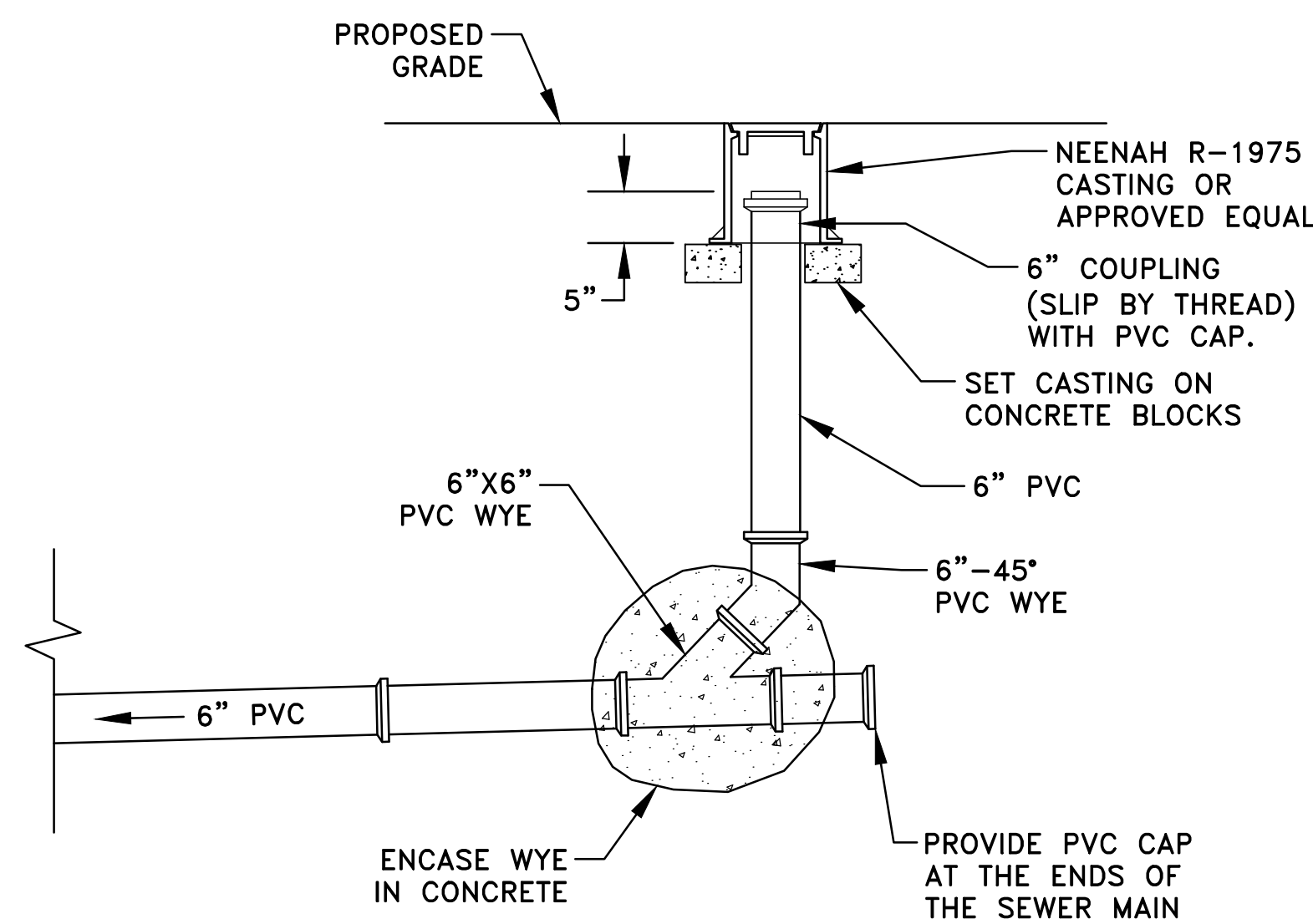
- PAVEMENT SECTION SHALL BE VERIFIED BY GEOTECHNICAL ENGINEER.
- MODIFIED CLASS 5 SPECIFICATION IS SHOWN ON CITY PLATE NO. STR-26.
- RAIN GUARDIAN-BUNKER DESIGN AS MANUFACTURED BY THE ANOKA CONSERVATION DISTRICT. SEE THE ANOKA CONSERVATION DISTRICT WEBSITE FOR ADDITIONAL CONSTRUCTION REQUIREMENTS.
- CONTRACTOR SHALL PROTECT THE INFILTRATION BASIN WITH 48" HIGH ORANGE SAFETY FENCE PRIOR TO THE START OF CONSTRUCTION.
- CONSTRUCTION EQUIPMENT SHALL BE MINIMIZED OVER THE FOOTPRINT OF THE BASIN. ONLY LOW PRESSURE, WIDE TRACKED EQUIPMENT SHALL BE USED FOR CONSTRUCTION.
- SEE SHEET C7 FOR INFILTRATION BASIN RESTORATION REQUIREMENTS.



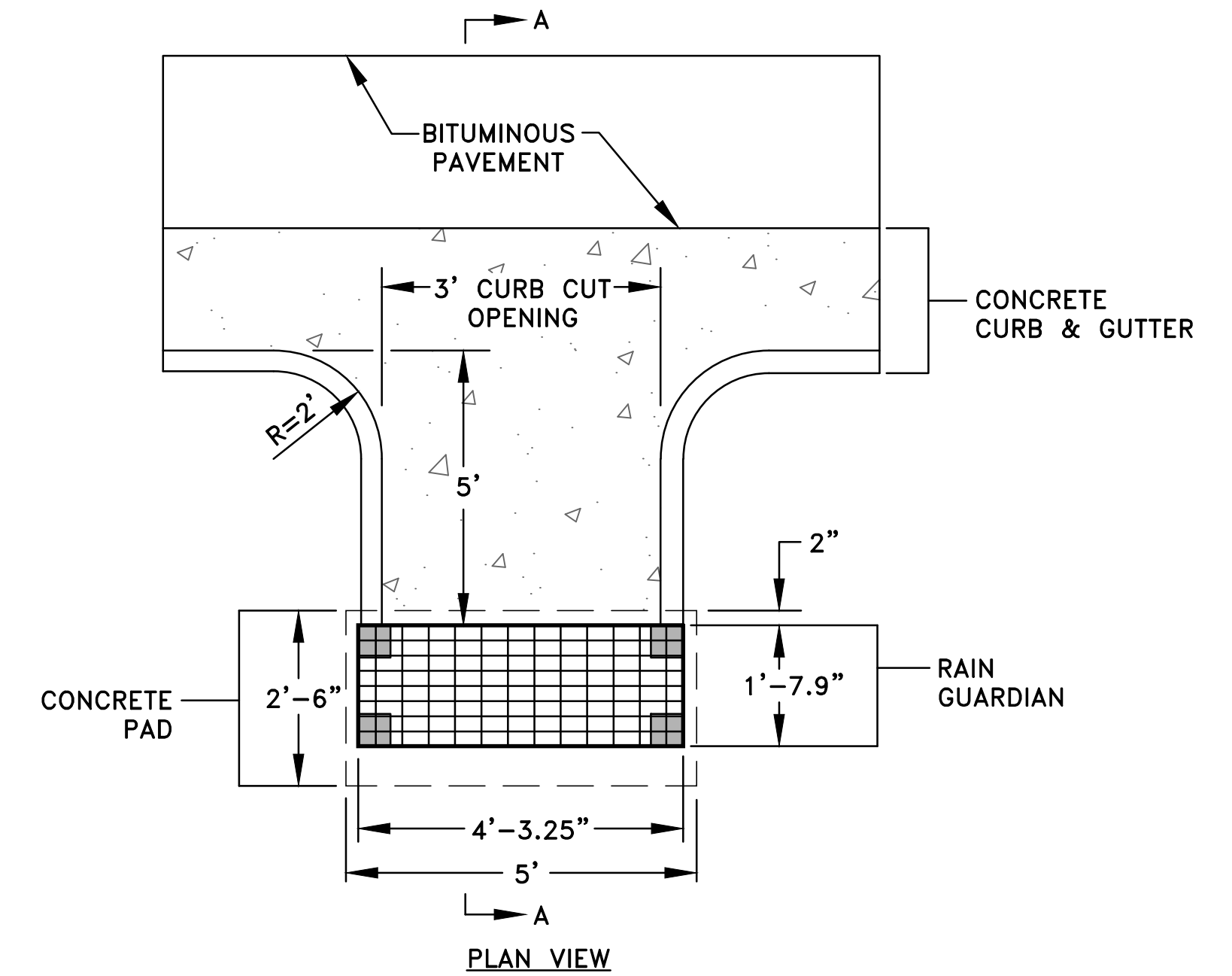
1 BITUMINOUS PAVEMENT SECTION ①
NO SCALE



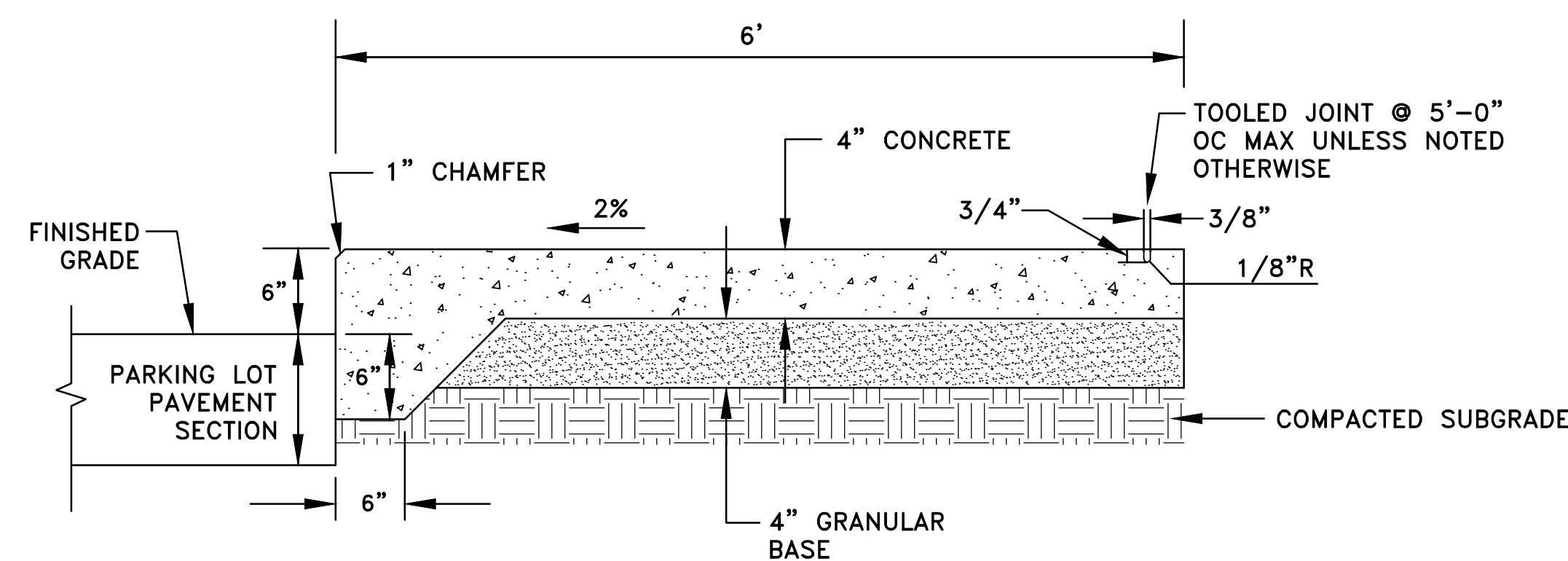
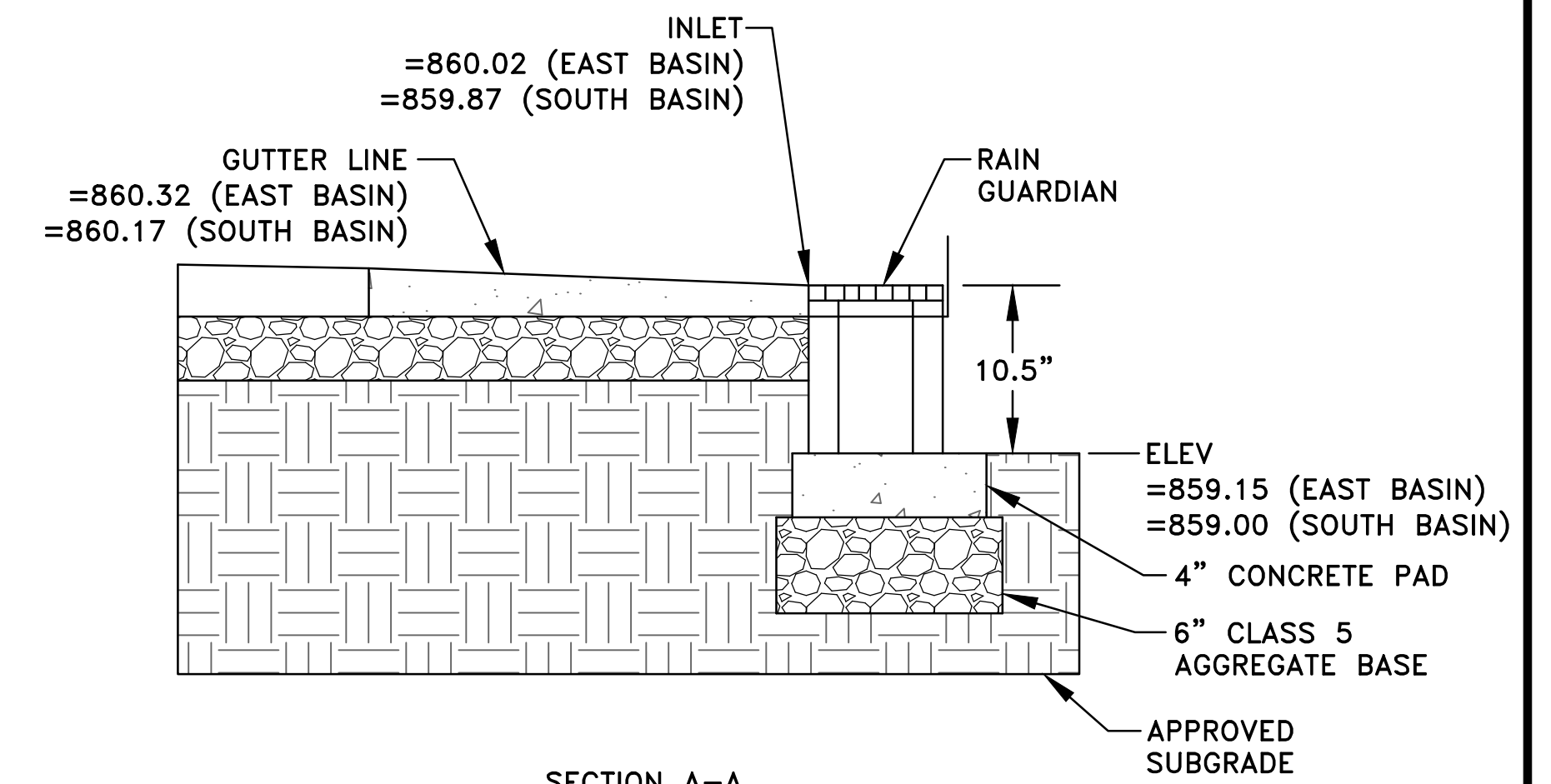
2 TIPOUT CURB DETAIL
NO SCALE



3 SANITARY SEWER CLEANOUT
NO SCALE

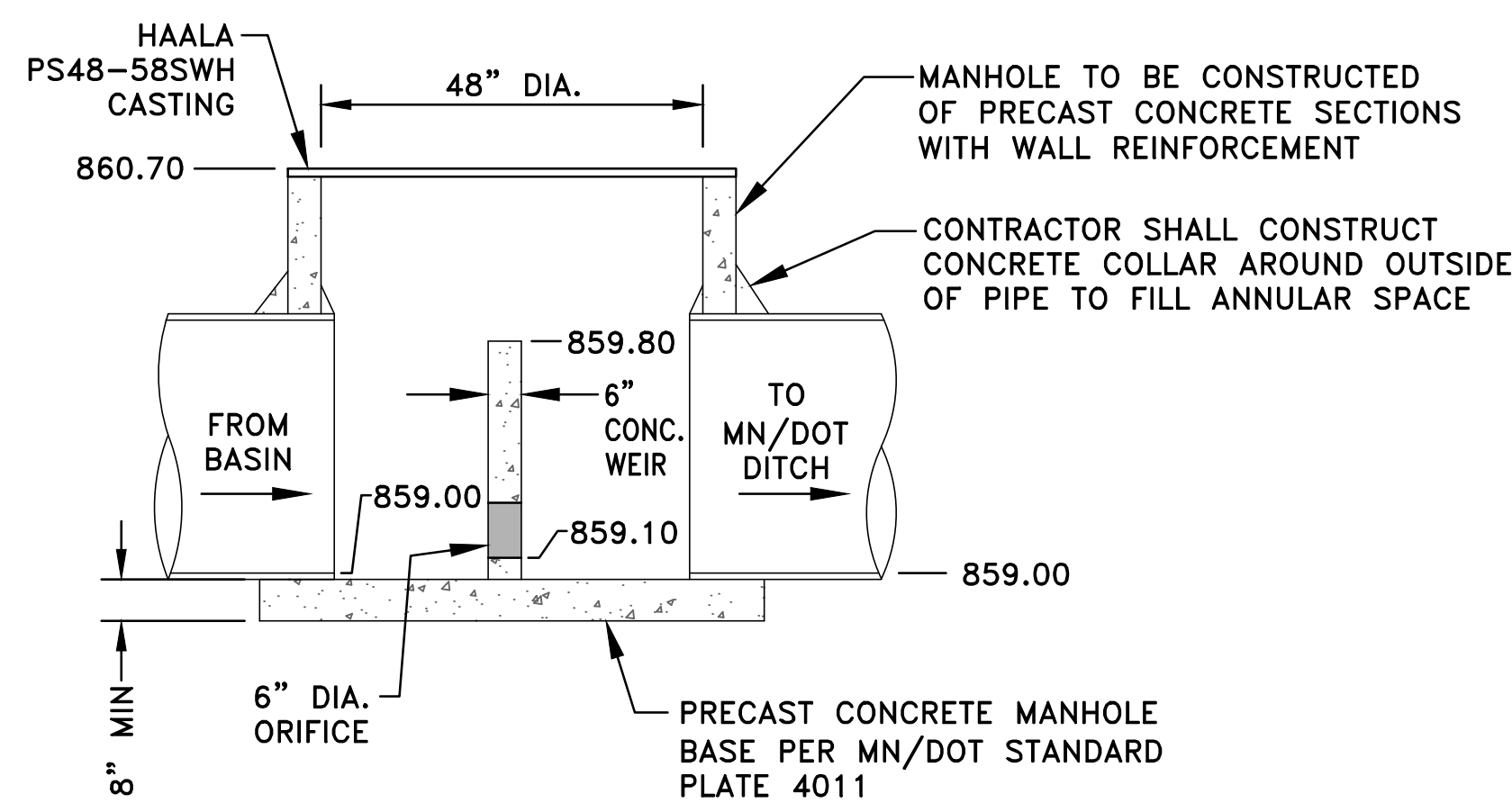


4 RAIN GUARDIAN-BUNKER DETAILS ③
NO SCALE

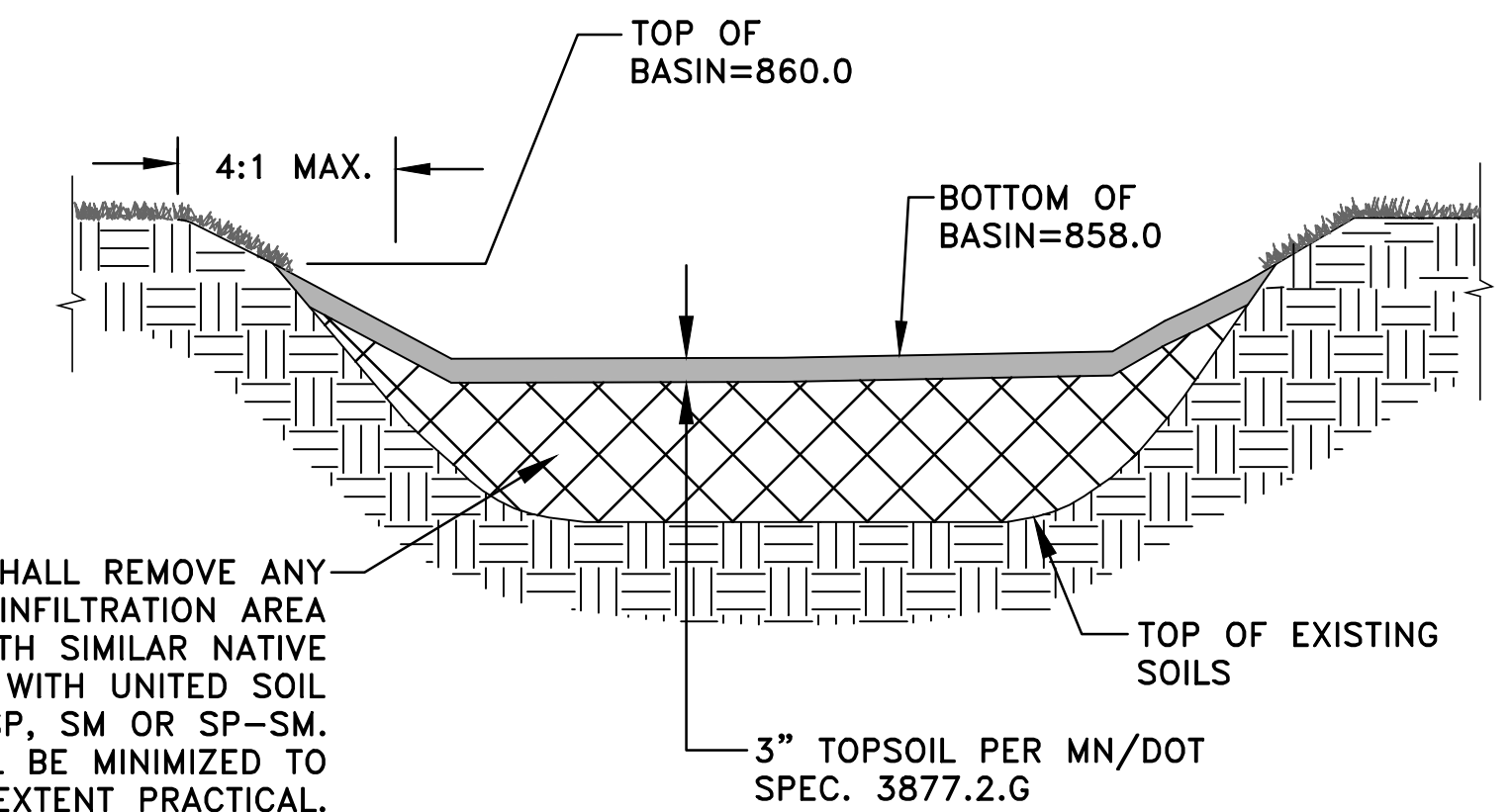


SIDEWALK NOTES:
1. PROVIDE EXPANSION JOINT A MAXIMUM OF EVERY 30' OC.

5 THICKENED EDGE CONCRETE SIDEWALK SECTION
NO SCALE



6 POND OUTLET STRUCTURE
NO SCALE



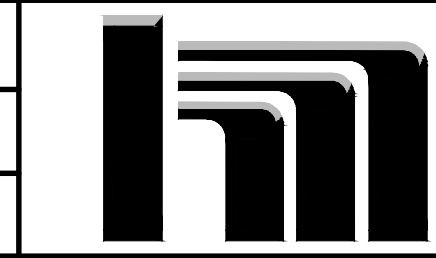
7 INFILTRATION BASIN ④⑤⑥
NO SCALE

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DATE	REVISION

I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.
Timothy A. Edgerichs, P.E.
TIMOTHY A. EDGERICHS, P.E.
Date 7/5/18 Lic. No. 43362

DESIGNED BY: TAE
DRAWN BY: TAE
CHECKED BY: CJJ



Hakanson Anderson
Civil Engineers and Land Surveyors
3601 Thurston Ave., Anoka, Minnesota 55303
763-427-5860 FAX 763-427-0520
www.hakanson-anderson.com

STERLING TROPHY

CONSTRUCTION NOTES AND DETAILS
CITY OF RAMSEY, MINNESOTA

SHEET C2 OF C7 SHEETS

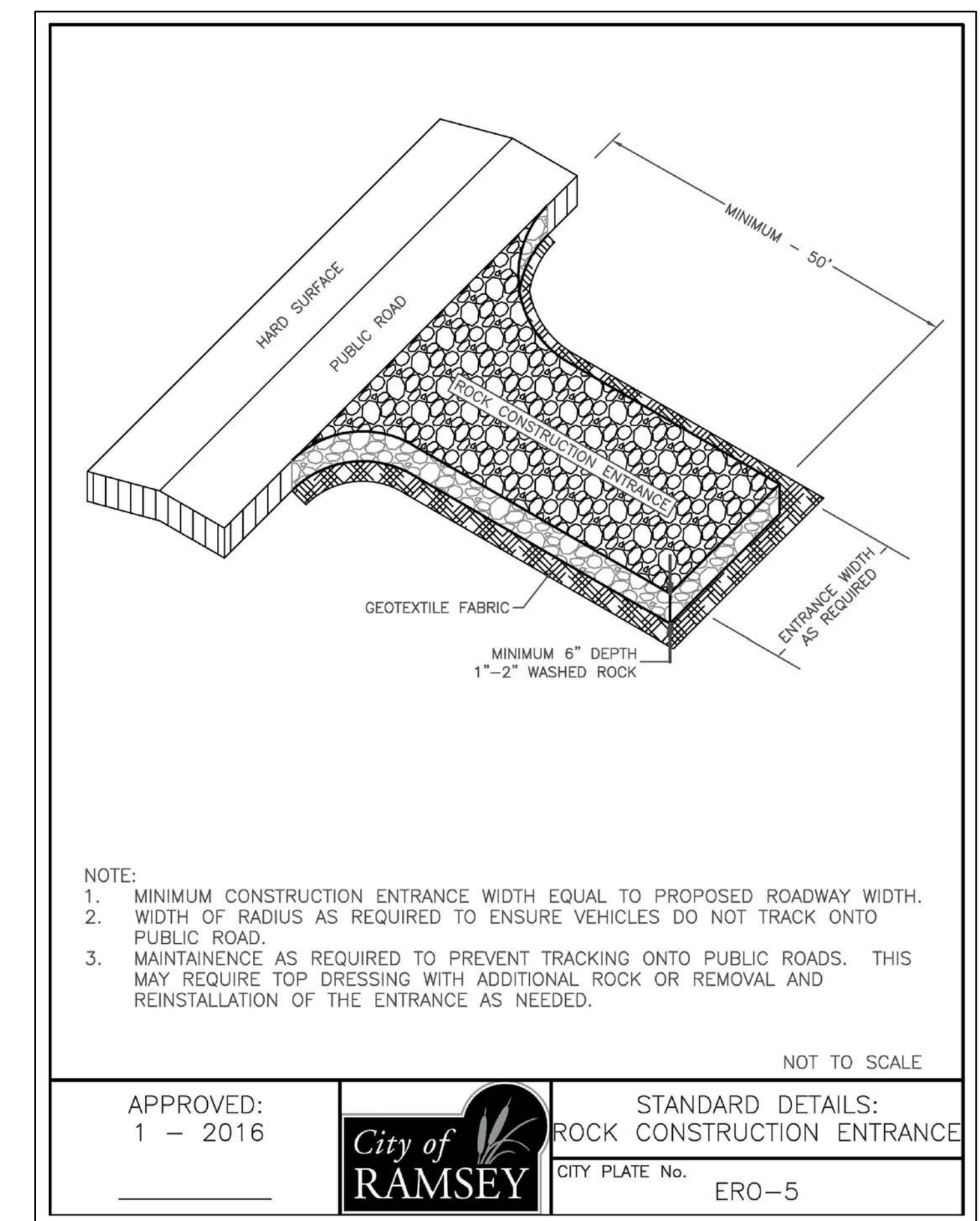
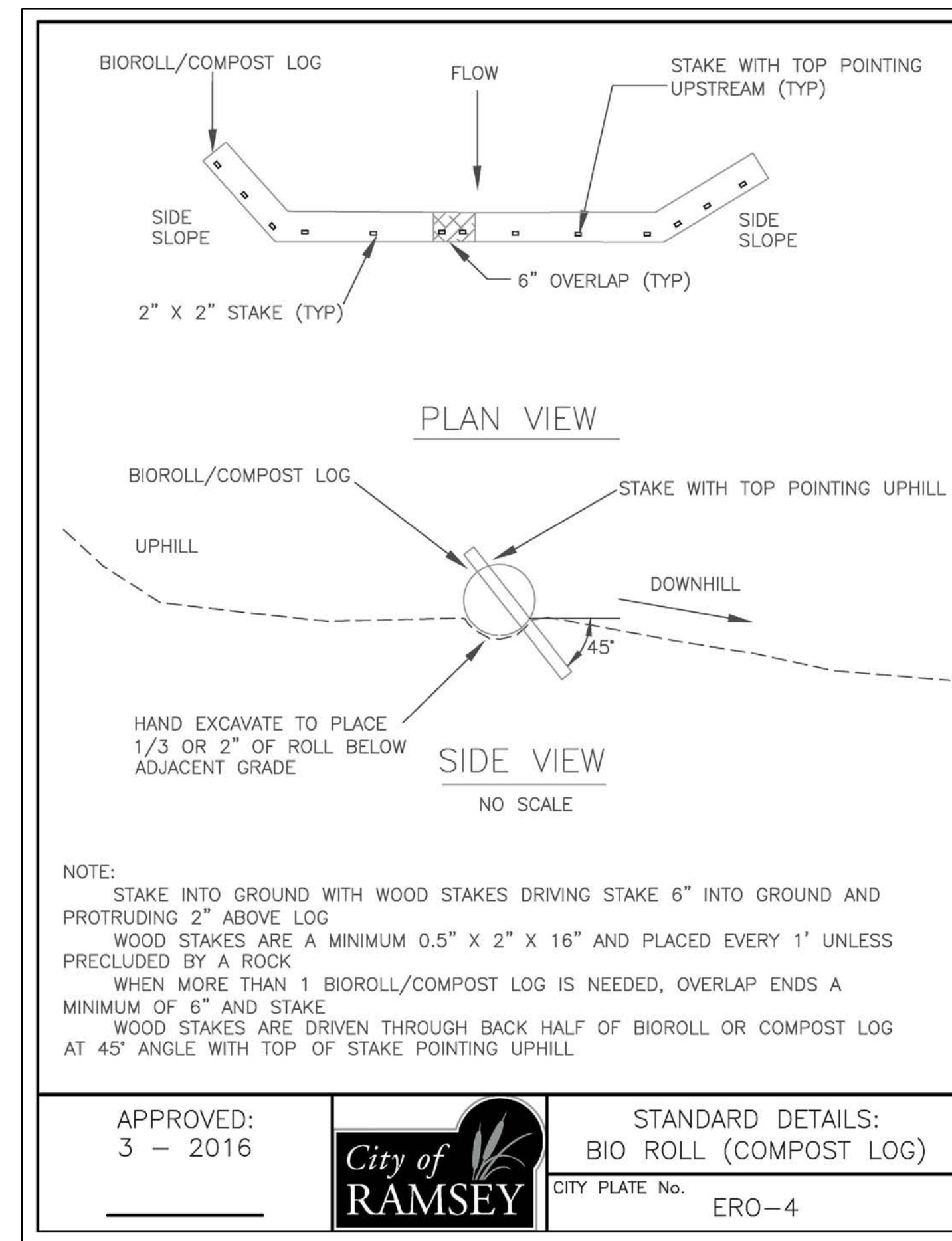
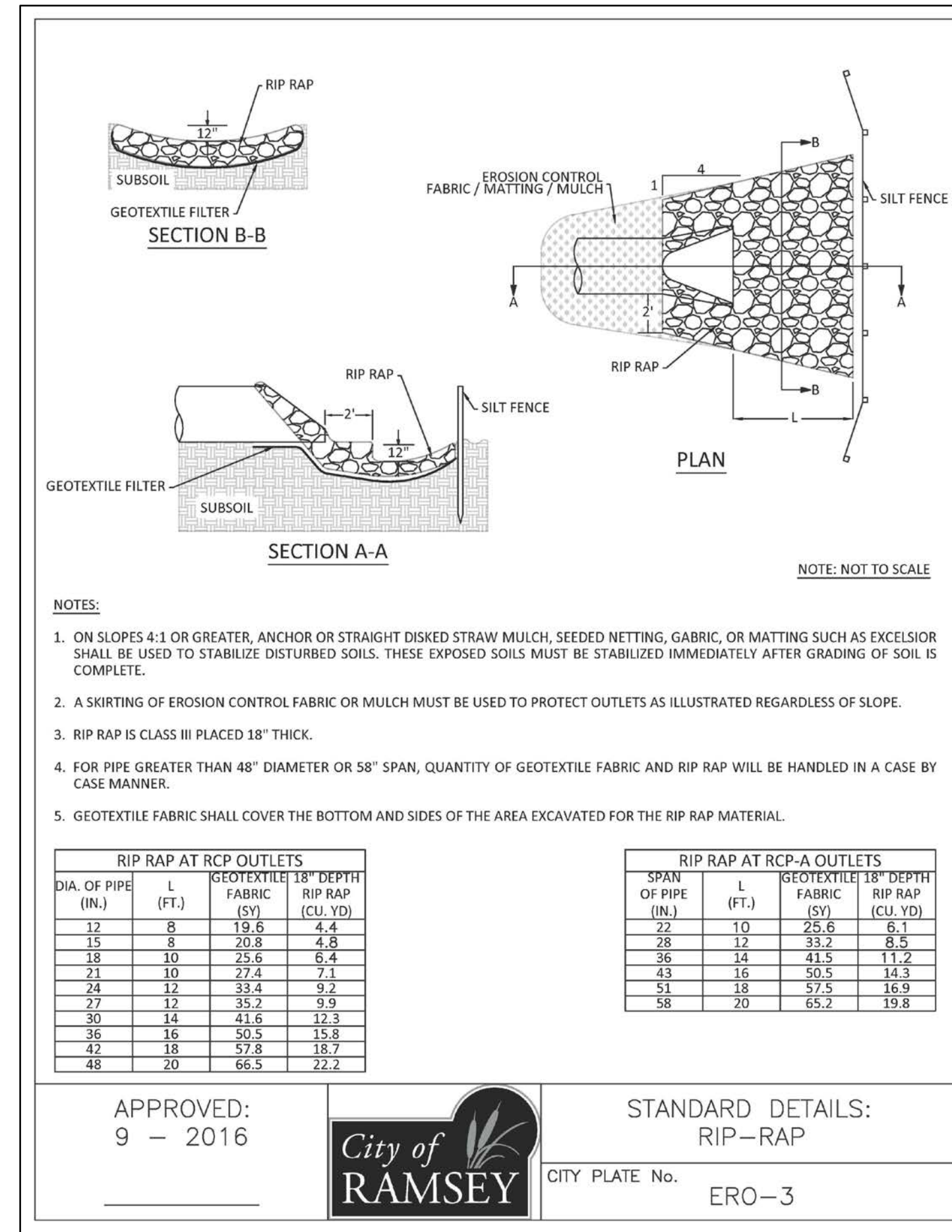
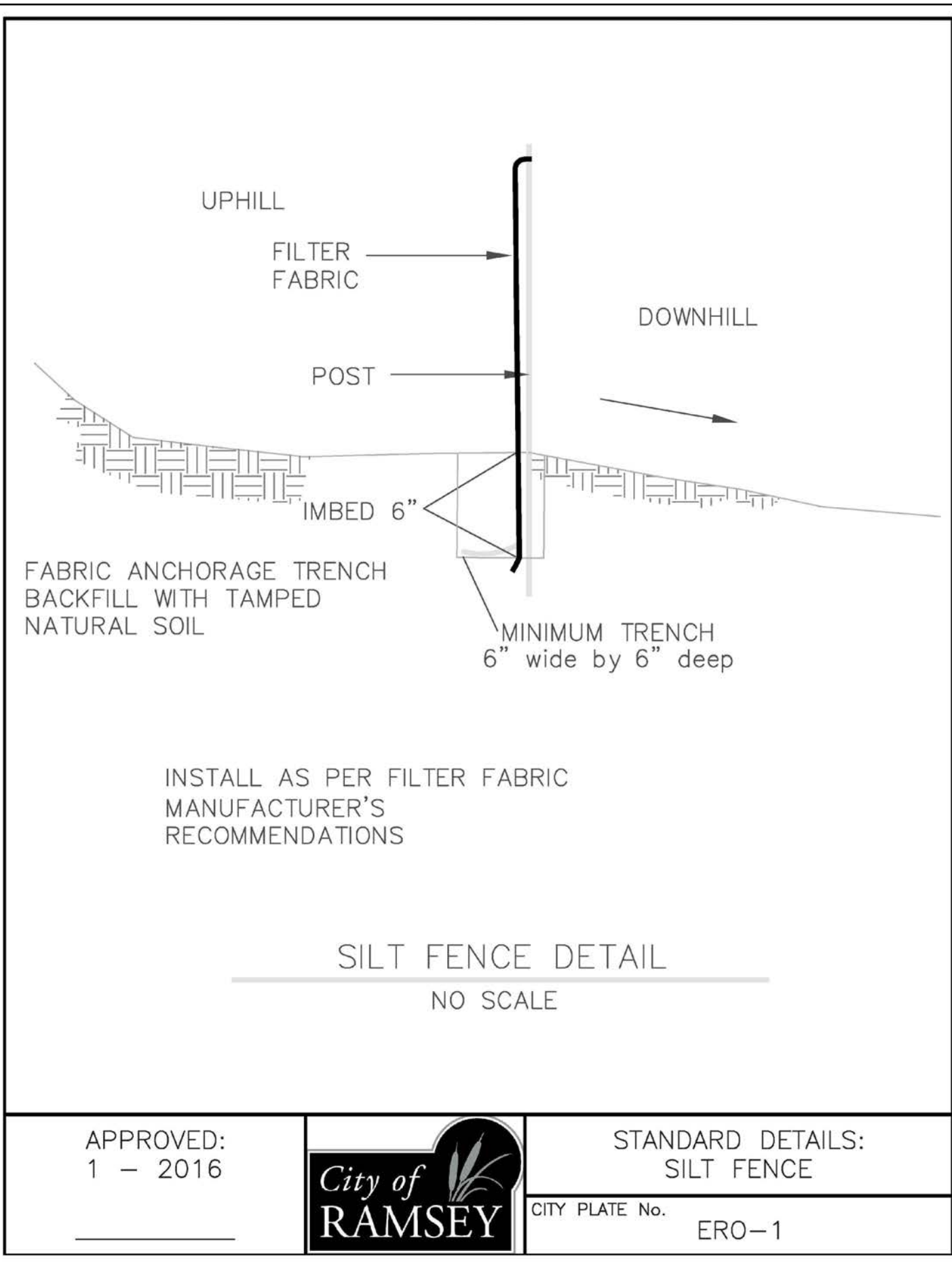


TABLE A
MODIFIED CLASS 5
SPECIFICATIONS

% PASSING

1"	100
3/4"	90 - 100
3/8"	50 - 80
No.4	35 - 70
No.10	20 - 60
No.40	10 - 35
No.200	5 - 10

NOTES:
1. THE AGGREGATE BASE CONSTRUCTION WILL BE ACCEPTED FOR PAYMENT IN ACCORDANCE WITH THE PROVISIONS IN TABLE A.
2. IF THE AGGREGATE BASE FAILS TO MEET THE REQUIREMENTS OF TABLE A THE MATERIAL CAN BE CORRECTED IN PLACE OR REMOVED AND REPLACED WITH MATERIAL THAT MEET THE REQUIREMENTS OF TABLE A.
3. IN THE EVENT THAT RECYCLED MATERIAL IS USE IT MUST MEET MNDOT REQUIREMENTS FOR RECYCLED BASE.

APPROVED: 2 - 2003
City of RAMSEY
STANDARD DETAILS: MODIFIED CLASS 5 SPECIFICATIONS
CITY PLATE No. STR-26

Jul 02, 2018 - 7:43am
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DATE	REVISION

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Timothy A. Edgerichs
TIMOTHY A. EDGERICHS, P.E.
Date 7/5/18 Lic. No. 43362

DESIGNED BY: TAE
DRAWN BY: TAE
CHECKED BY: CJJ

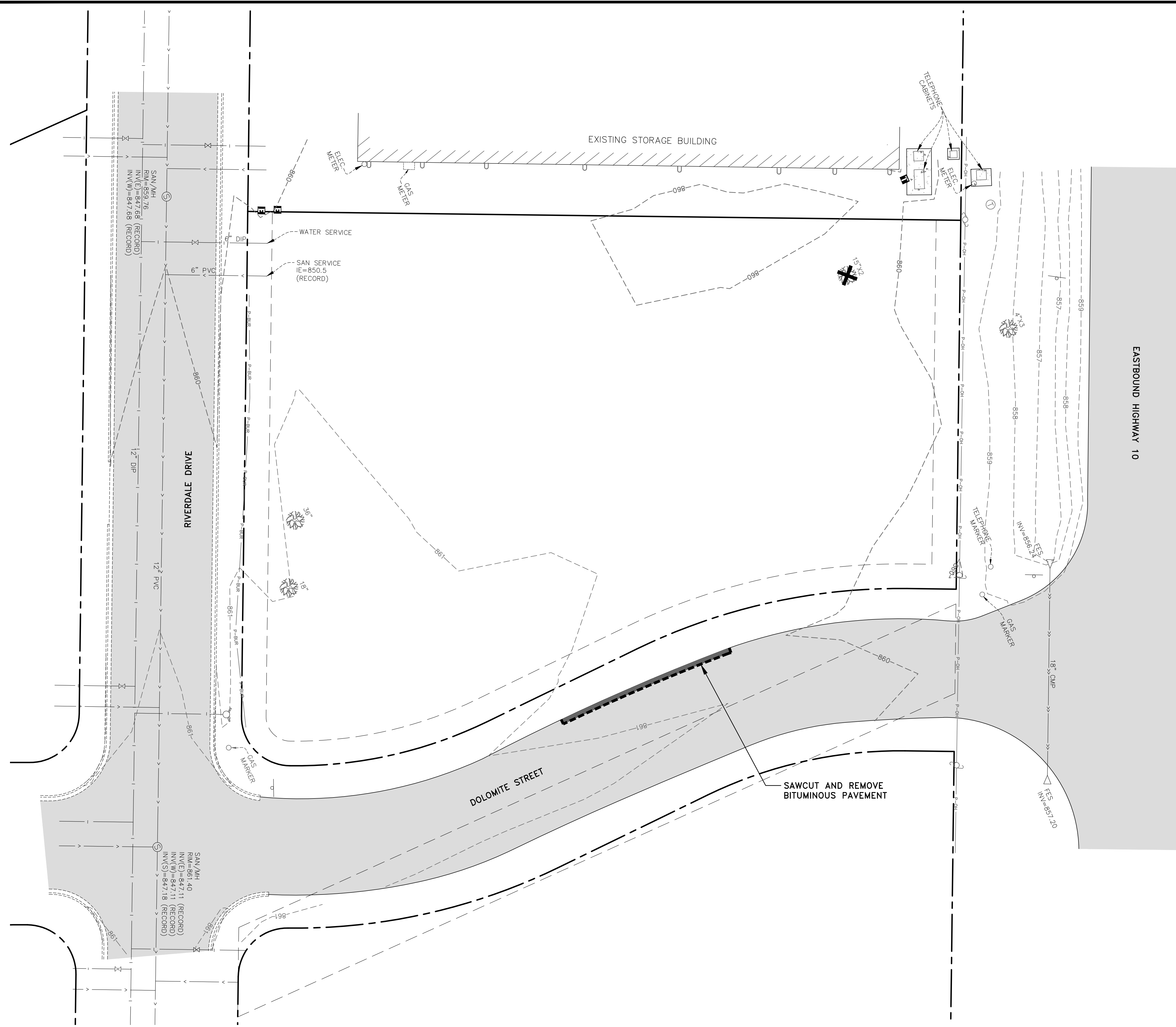
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3601 Thurston Ave., Anoka, Minnesota 55303
763-427-5860 FAX 763-427-0520
www.hakanson-anderson.com

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CITY STANDARD DETAILS
CITY OF RAMSEY, MINNESOTA

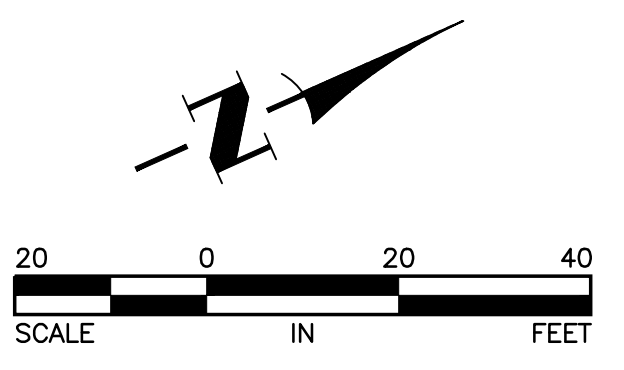
SHEET C3 OF C7 SHEETS

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LEGEND

	RIGHT-OF-WAY LINE
	PROPERTY LINE
	EASEMENT LINE
	EXISTING CONTOUR
	EXISTING STORM SEWER
	EXISTING SANITARY SEWER
	EXISTING WATERMAIN
	BURIED POWER LINE
	OVERHEAD POWER LINE
	EXISTING CONCRETE CURB AND GUTTER
	EXISTING SANITARY SEWER
	EXISTING HYDRANT
	EXISTING WATERMAIN VALVE
	EXISTING STORM SEWER APRON
	UTILITY POLE
	UTILITY PEDESTALS
	SIGN
	TREE
	EXISTING CONCRETE PAVEMENT
	EXISTING BITUMINOUS PAVEMENT
	SAWCUT BITUMINOUS PAVEMENT
	CLEAR AND GRUB TREE
	BITUMINOUS PAVEMENT REMOVAL AREA



DATE	REVISION

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Timothy A. Eberharts
 TIMOTHY A. EBERHARTS, P.E.
 Date 7/5/18 Lic. No. 43362

DESIGNED BY: TAE
 DRAWN BY: TAE
 CHECKED BY: CJJ



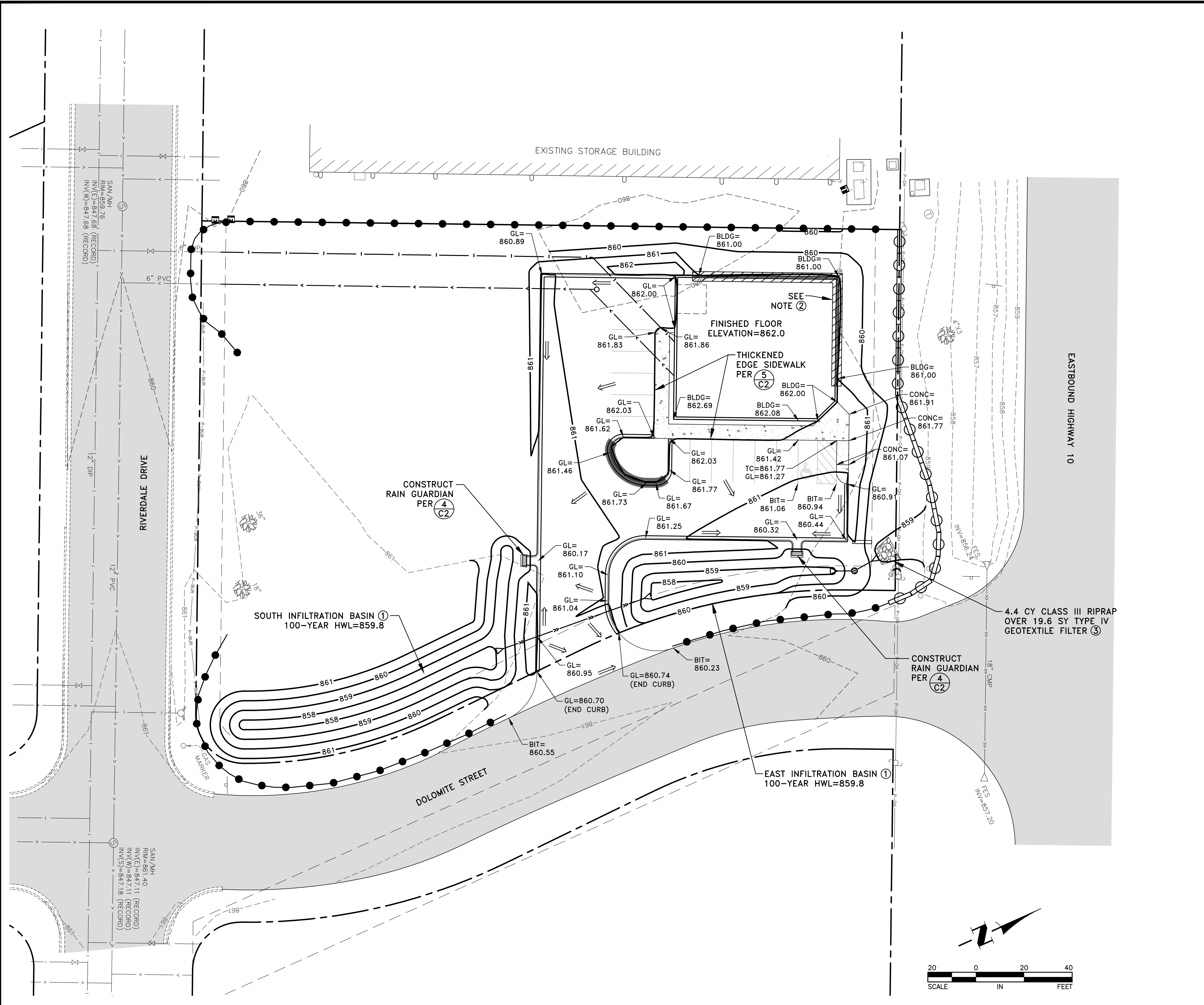
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EXISTING TOPOGRAPHY
 AND REMOVALS PLAN
 CITY OF RAMSEY, MINNESOTA

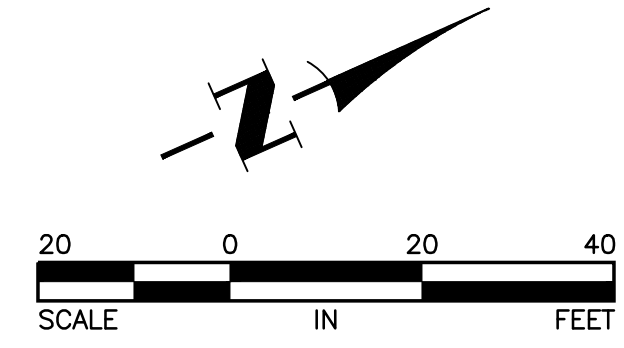
SHEET C4 OF C7 SHEETS

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- LEGEND**
- RIGHT-OF-WAY LINE
 - PROPERTY LINE
 - EASEMENT LINE
 - - - - - 861 EXISTING CONTOUR
 - 861 PROPOSED CONTOUR
 - > EXISTING STORM SEWER
 - > EXISTING SANITARY SEWER
 - EXISTING WATERMAIN
 - P-BUR P-BUR BURIED POWER LINE
 - P-OH P-OH P-OH OVERHEAD POWER LINE
 - EXISTING CONCRETE CURB AND GUTTER
 - ⊙ EXISTING SANITARY SEWER
 - ⊕ EXISTING HYDRANT
 - ⊗ EXISTING WATERMAIN VALVE
 - △ EXISTING STORM SEWER APRON
 - ⊕ UTILITY POLE
 - ⊕ UTILITY PEDESTALS
 - ⊕ SIGN
 - ⊕ TREE
 - EXISTING CONCRETE PAVEMENT
 - EXISTING BITUMINOUS PAVEMENT
 - > PROPOSED STORM SEWER
 - > PROPOSED SANITARY SEWER
 - PROPOSED WATERMAIN
 - PROPOSED CONCRETE CURB AND GUTTER
 - PROPOSED CONCRETE PAVEMENT
 - PROPOSED TIPOUT CURB PER (2) C2
 - SILT FENCE PER CITY PLATE NO. ERO-1
 - ⊕ SEDIMENT CONTROL LOG PER CITY PLATE NO. ERO-4
 - ⇒ DRAINAGE ARROW
 - GL= XXX.XX GUTTER LINE ELEVATION
 - TC= XXX.XX TOP OF CURB ELEVATION
 - BLDG= XXX.XX GROUND ELEVATION AT BUILDING
 - CONC= XXX.XX CONCRETE ELEVATION
 - BIT= XXX.XX BITUMINOUS ELEVATION
 - ⊗ X XX DETAIL NUMBER
 - ⊗ XX SHEET NUMBER

- GENERAL NOTES:**
- PRIOR TO IMPORTING OR EXPORTING MATERIAL FROM THE SITE, CONTRACTOR SHALL CONSTRUCT A ROCK CONSTRUCTION ENTRANCE PER CITY PLATE NO. ERO-5.
 - VERIFY BUILDING DIMENSIONS WITH ARCHITECTURAL PLANS.
 - PERVIOUS AREAS SHALL BE STABILIZED WITHIN 7 DAYS OF ROUGH GRADING.
 - SEDIMENT SHALL BE REMOVED FROM ALL PAVED SURFACES WITHIN 24 HOURS OF DISCOVERY.
 - SEE SHEET C6 FOR THE UTILITY PLAN.
 - SEE SHEET C7 FOR THE PAVING AND RESTORATION PLAN.
 - CONTRACTOR SHALL DETERMINE A LOCATION FOR CONCRETE AND OTHER WASHOUT WASTE. A SIGN SHALL BE INSTALLED ADJACENT TO EACH WASHOUT FACILITY THAT REQUIRES SITE PERSONNEL TO UTILIZE THE PROPER FACILITIES FOR DISPOSAL OF CONCRETE AND OTHER WASTES.
- REFERENCE NOTES:**
- CONSTRUCT INFILTRATION BASIN PER (7) C2.
 - DROP FOOTING BASED ON PROPOSED GRADES.
 - PLACE RIPRAP PER CITY PLATE NO. ERO-3.



DATE	REVISION

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Timothy A. Eberharts, P.E.
 TIMOTHY A. EBERHARTS, P.E.
 Date 7/5/18 Lic. No. 43362

DESIGNED BY: TAE
 DRAWN BY: TAE
 CHECKED BY: CJJ

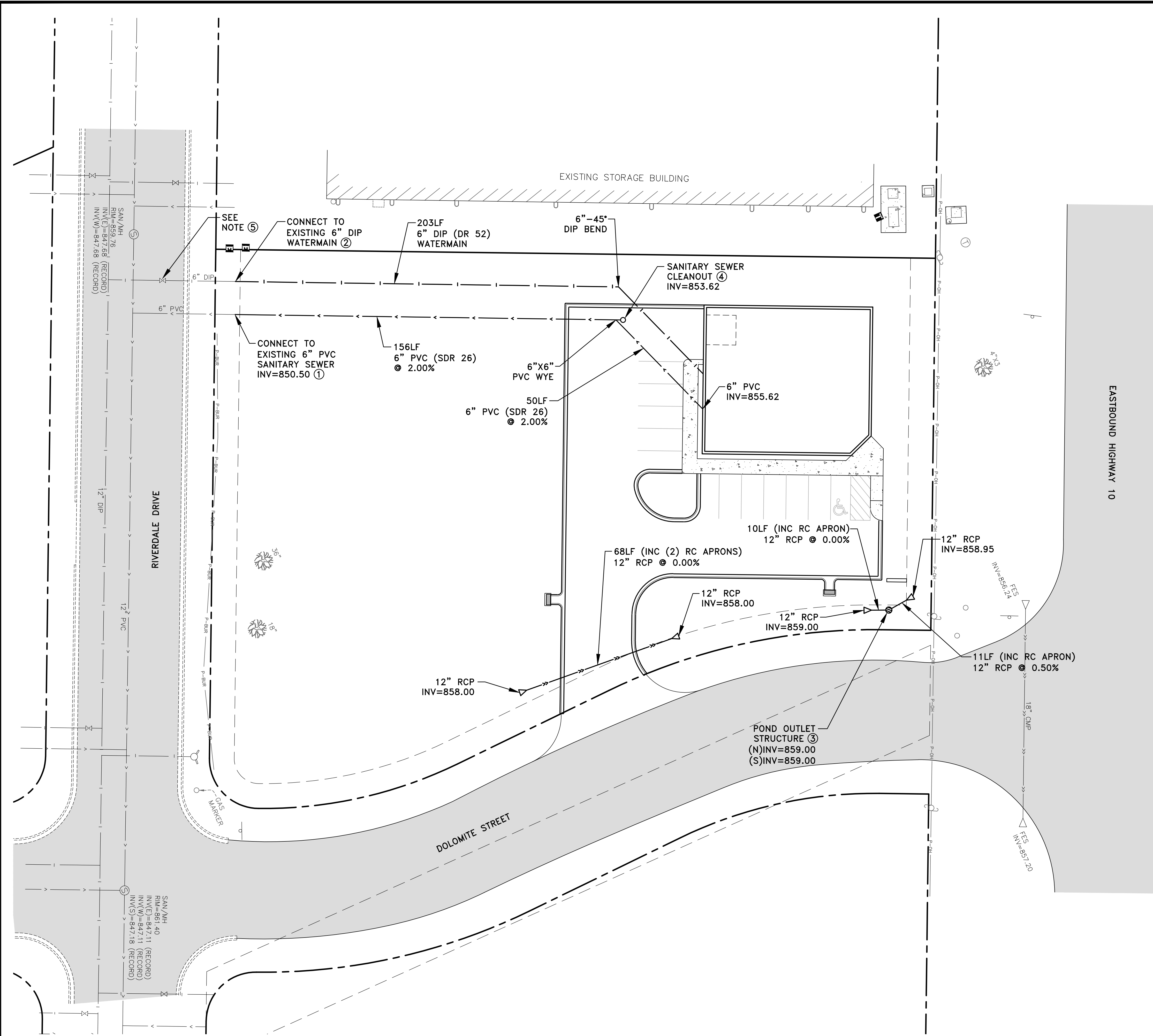
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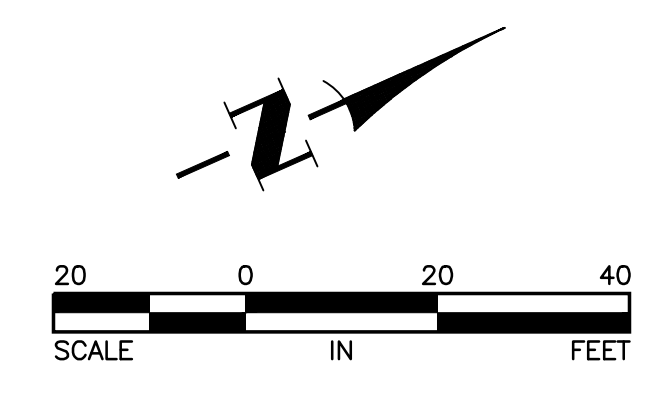
GRADING, DRAINAGE AND
 EROSION CONTROL PLAN
 CITY OF RAMSEY, MINNESOTA

SHEET C5 OF C7 SHEETS
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- GENERAL NOTES:
1. ALL STORM SEWER STRUCTURES SHALL BE PRECAST CONCRETE SECTIONS PER MN/DOT STANDARD PLATE 4020.
 2. MAINTAIN A MINIMUM OF 7.5' OF COVER OVER THE WATER SERVICE.
- REFERENCE NOTES:
- ① LOCATION AND INVERT OF SANITARY SEWER SERVICE STUB SHALL BE VERIFIED PRIOR TO THE START OF CONSTRUCTION.
 - ② LOCATION AND INVERT OF WATER SERVICE STUB SHALL BE VERIFIED PRIOR TO THE START OF CONSTRUCTION.
 - ③ CONSTRUCT POND OUTLET STRUCTURE PER (6) C2.
 - ④ CONSTRUCT SANITARY SEWER CLEANOUT PER (3) C2.
 - ⑤ RECORD PLANS INDICATED THAT THERE IS A VALVE FOR THE WATER SERVICE. THE VALVE COULD NOT BE LOCATED AS PART OF THE SURVEY.



DATE	REVISION

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Timothy A. Eberichs
 TIMOTHY A. EBERICHS, P.E.
 Date 7/5/18 Lic. No. 43362

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 CHECKED BY: CJJ

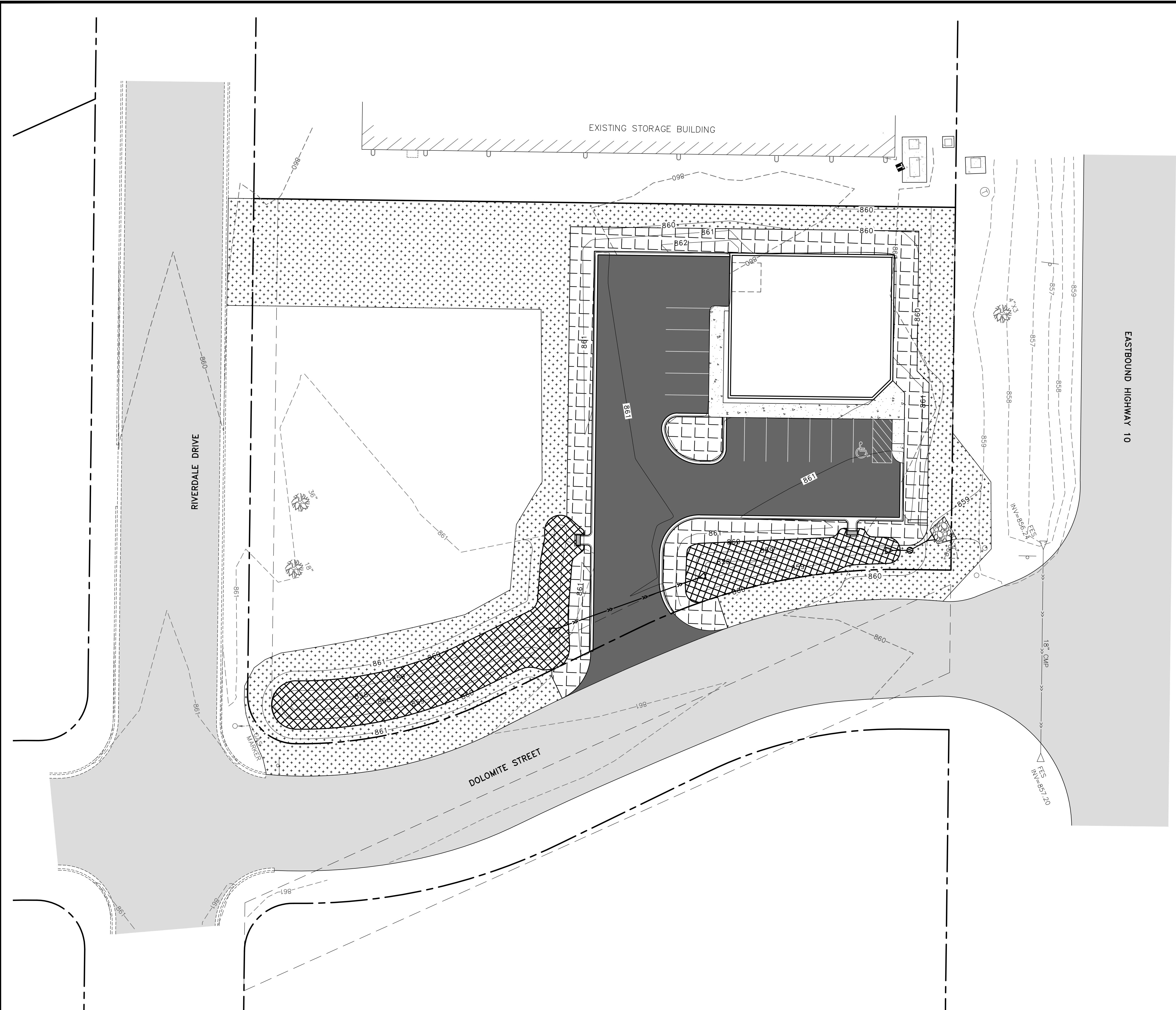
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 763-427-5860 FAX 763-427-0520
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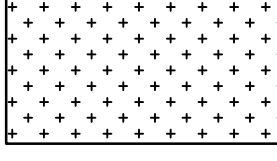
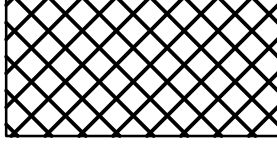
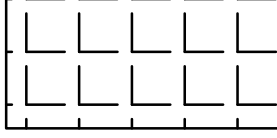
STERLING TROPHY

UTILITY PLAN
 CITY OF RAMSEY, MINNESOTA

SHEET C6 OF C7 SHEETS
 2285.36

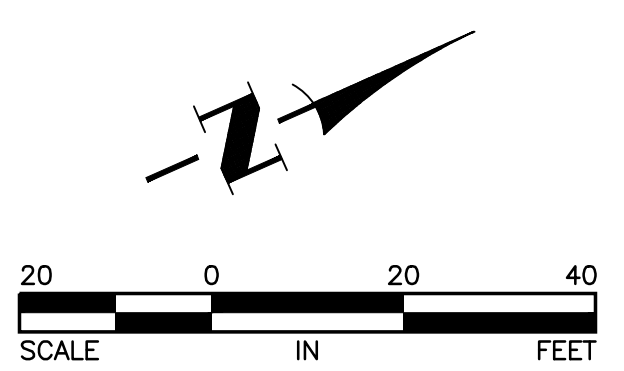
Jul 03, 2018 - 1:29pm
 K:\PRIVATE\2285.36\ENGINEERING\2285.36_RESTORATION.dwg



- LEGEND**
-  PROPOSED BITUMINOUS PAVEMENT PER $\frac{1}{C2}$
 -  SEED MIX 25-131 (220 POUNDS/ACRE)
HYDRAULIC MULCH MATRIX (2500 POUNDS/ACRE)
TYPE 1 FERTILIZER (300 POUNDS/ACRE)
 -  SEED MIX 33-261 (35 POUNDS/ACRE)
HYDRAULIC MULCH MATRIX (2500 POUNDS/ACRE)
TYPE 1 FERTILIZER (300 POUNDS/ACRE)
 -  SOD
TYPE 1 FERTILIZER (300 POUNDS/ACRE)

GENERAL NOTES:

- PLACE A MINIMUM OF 4" OF TOPSOIL OVER ALL DISTURBED AREAS OUTSIDE OF THE PROPOSED BUILDING, PARKING LOT AND INFILTRATION BASINS. SEE $\frac{7}{C2}$ FOR INFILTRATION BASIN TOPSOIL REQUIREMENTS.

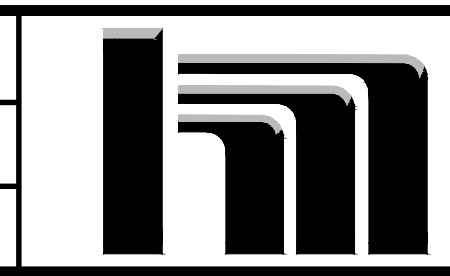


DATE	REVISION

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

Timothy A. Eberichs
 TIMOTHY A. EBERICHS, P.E.
 Date 7/5/18 Lic. No. 43362

DESIGNED BY:
TAE
 DRAWN BY:
TAE
 CHECKED BY:
CJJ



Hakanson Anderson
 Civil Engineers and Land Surveyors
 3601 Thurston Ave., Anoka, Minnesota 55303
 763-427-5860 FAX 763-427-0520
 www.hakanson-anderson.com

STERLING TROPHY

PAVING AND RESTORATION PLAN
 CITY OF RAMSEY, MINNESOTA

SHEET C7 OF C7 SHEETS

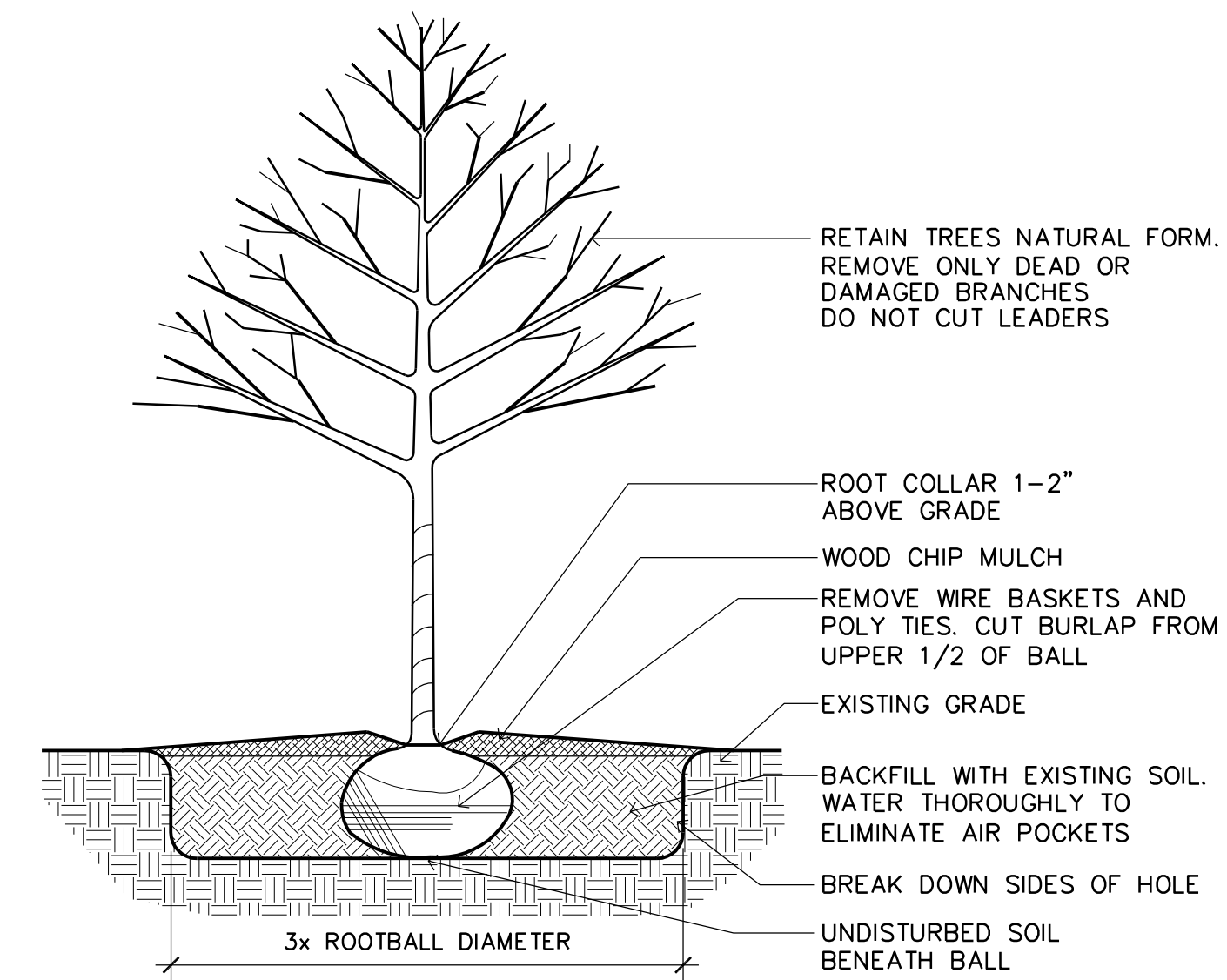
PLANTING SCHEDULE						
QTY.	KEY	COMMON NAME	BOTANICAL NAME	SIZE	MTHD	REMARKS
2	AB	AUTUMN BLAZE MAPLE	ACER FREEMANII	2.5" CAL.	BB	
2	IH	IMPERIAL HONEYLOCUST	GLEDITSIA TRICANTHOS	2.5" CAL.	BB	
1	RS	RED SPLENDOR CRAB	MALUSxHYBRIDS 'RED SPLENDOR'	1.5" CAL.	BB	
9	SR	SHRUB ROSE	ROSA 'KNOCKOUT'	12" TALL	CONT.	
8	BB	COMPACT BURNING BUSH	EUONYMUS ALATUS 'COMPACTA'	18"-24" TALL	CONT.	
5	PL	PURPLE LILAC	SYRINGA VULGARIS PURPUREA	36" TALL	CONT.	

LANDSCAPE NOTES:

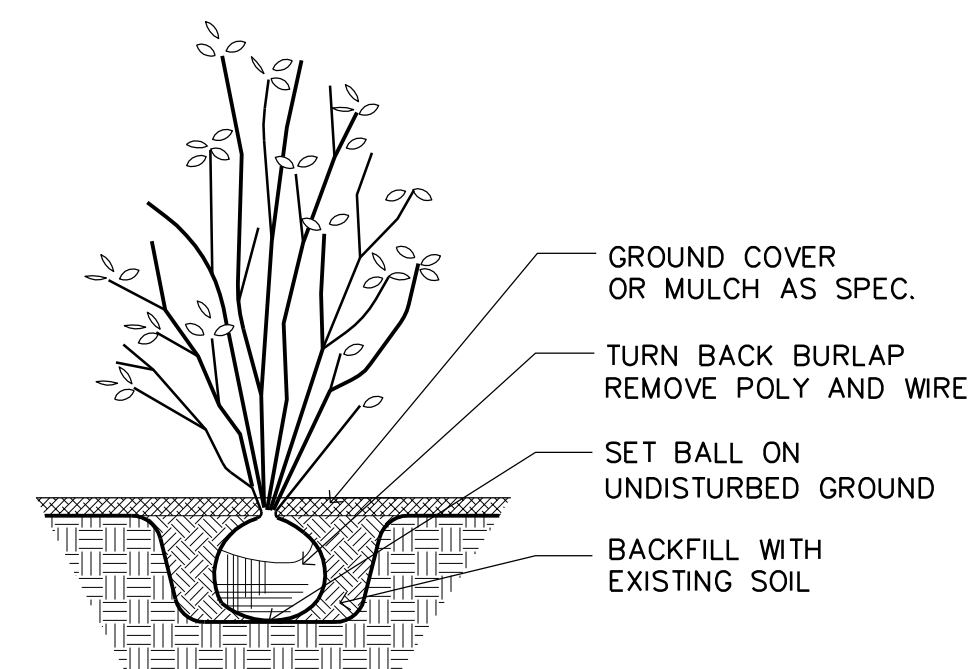
- SEED/SOD AREAS AS SHOWN ON THE PLAN.
- SEE PLAN FOR PLANTINGS LOCATED IN ROCK MULCH BED. ROCK MULCH BEDS SEPARATED FROM SOD BY BLACK VINYL EDGER. OTHER PLANTINGS TO HAVE WOOD MULCH RING TO PREVENT WEED GROWTH AND CONSERVE WATER.
- UNDERGROUND IRRIGATION SYSTEM TO BE PROVIDED FOR ALL FOUNDATION PLANTINGS AND TURF AREAS. PROVIDE MOISTURE SENSOR. IRRIGATION DESIGN BY CONTRACTOR.
- SEE PLAN FOR EXISTING TREES TO BE SAVED OR REMOVED
- TREE CALCULATION:
1 TREE PER 1,000 S.F. OF BUILDING S.F.
4,048 S.F. @ 1/1000 = 4 DECIDUOUS TREES
5 TREES PROVIDED
- SHRUB CALCULATION:
1 SHRUB PER 300 S.F. OF BUILDING S.F.
4,048 S.F. @ 1/300 = 14 SHRUBS
22 SHRUBS PROVIDED

SITE LIGHTING NOTES:

- LIGHTING SHOWN FOR SCHEMATIC PURPOSES ONLY. LIGHTING IS DESIGN-BUILD BY ELECTRICAL CONTRACTOR. VERIFY SIZE, STYLE, QUANTITY, AND LOCATION W/ OWNER AND CONTRACTOR. PROVIDE LIGHTING PHOTOMETRICS IF NECESSARY AT CITY'S REQUEST.
- ALL LIGHTING IS TO BE SHIELDED/DIRECTED AWAY FROM ADJACENT PROPERTIES AND STREET RIGHT OF WAYS.
- PROVIDE EMERGENCY EXIT LIGHTING AT ALL EXIT DOORS.

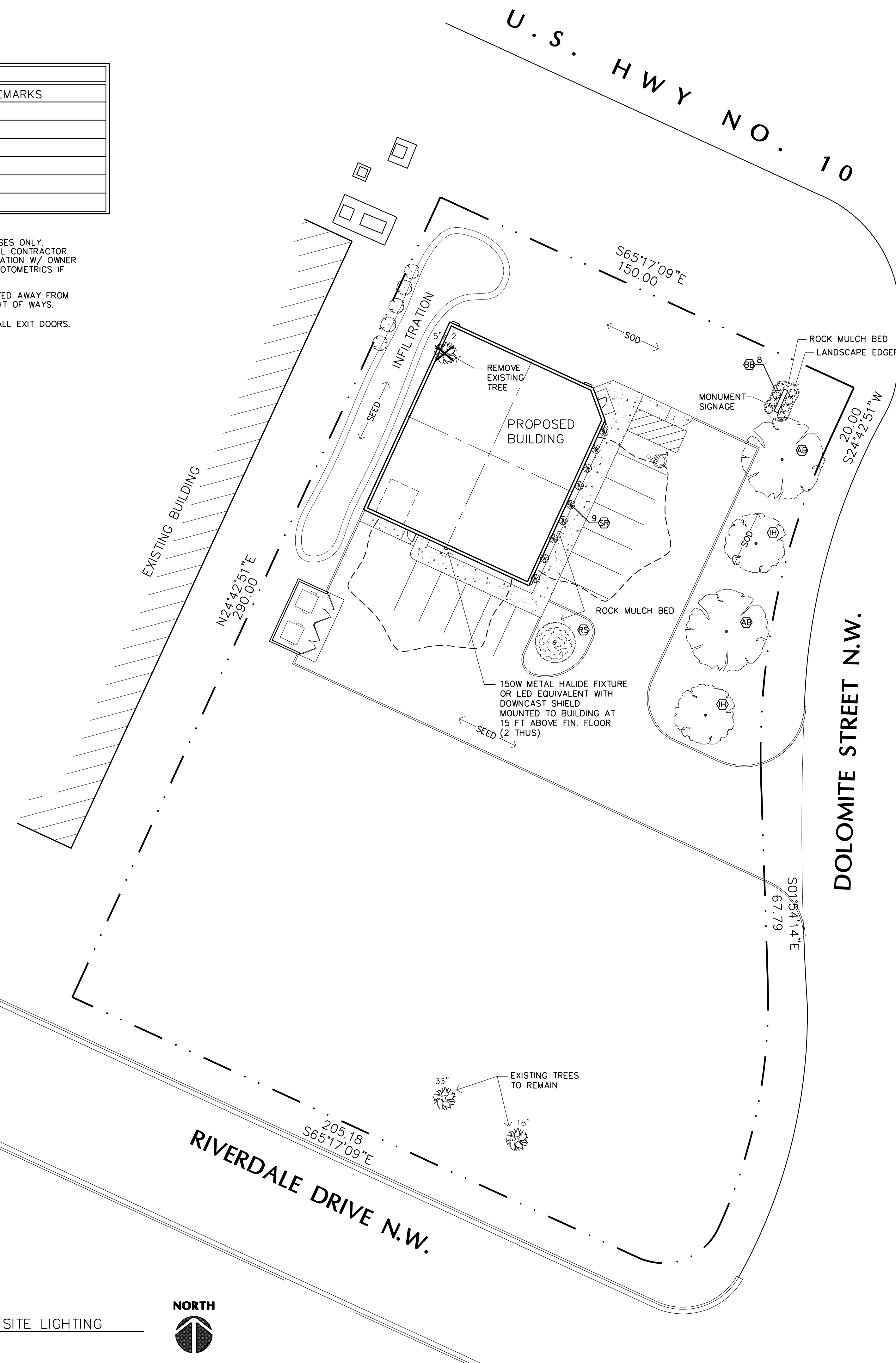


2 TREE PLANTING DETAIL
SCALE: NOT TO SCALE



3 SHRUB PLANTING DETAIL
SCALE: NOT TO SCALE

1 LANDSCAPE AND SITE LIGHTING
SCALE: 1" = 20'-0"



PRELIMINARY
NOT FOR
CONSTRUCTION

(763) 784-1950
FAX 784-9707

STONE CONSTRUCTION, INC.
2181 - 107th LANE N.E.
BLAINE, MINNESOTA 55434

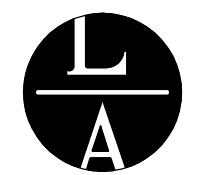
STERLING TROPHY
Ramsey, Minnesota

Drawn By: JRB
Checked By: LL
Revisions
6/28/18 PRELIMINARY

LANDSCAPE AND
SITE LIGHTING PLAN
Sheet Number

L1

Project No. 180228-4



LAMPERT ARCHITECTS

420 Summit Avenue
St. Paul, MN 55102
Phone: 763.755.1211 Fax: 763.757.2849
lampert@lampert-arch.com

ARCHITECT CERTIFICATION:
I HEREBY CERTIFY THAT THIS PLAN,
SPECIFICATION OR REPORT WAS
PREPARED BY ME OR UNDER MY DIRECT
SUPERVISION AND THAT I AM A DULY
LICENSED ARCHITECT UNDER THE
LAWS OF THE STATE OF MINNESOTA.

**PRELIMINARY
NOT FOR
CONSTRUCTION**

(763) 784-1950
FAX 784-9707

STONE CONSTRUCTION, INC.
2181 - 107th LANE N.E.
BLAINE, MINNESOTA 55434

STERLING TROPHY

Ramsey, Minnesota

Copyright 2018
Leonard Lampert Architects Inc.

Project Designer: JAMES B

Drawn By: JRB

Checked By: LL

Revisions

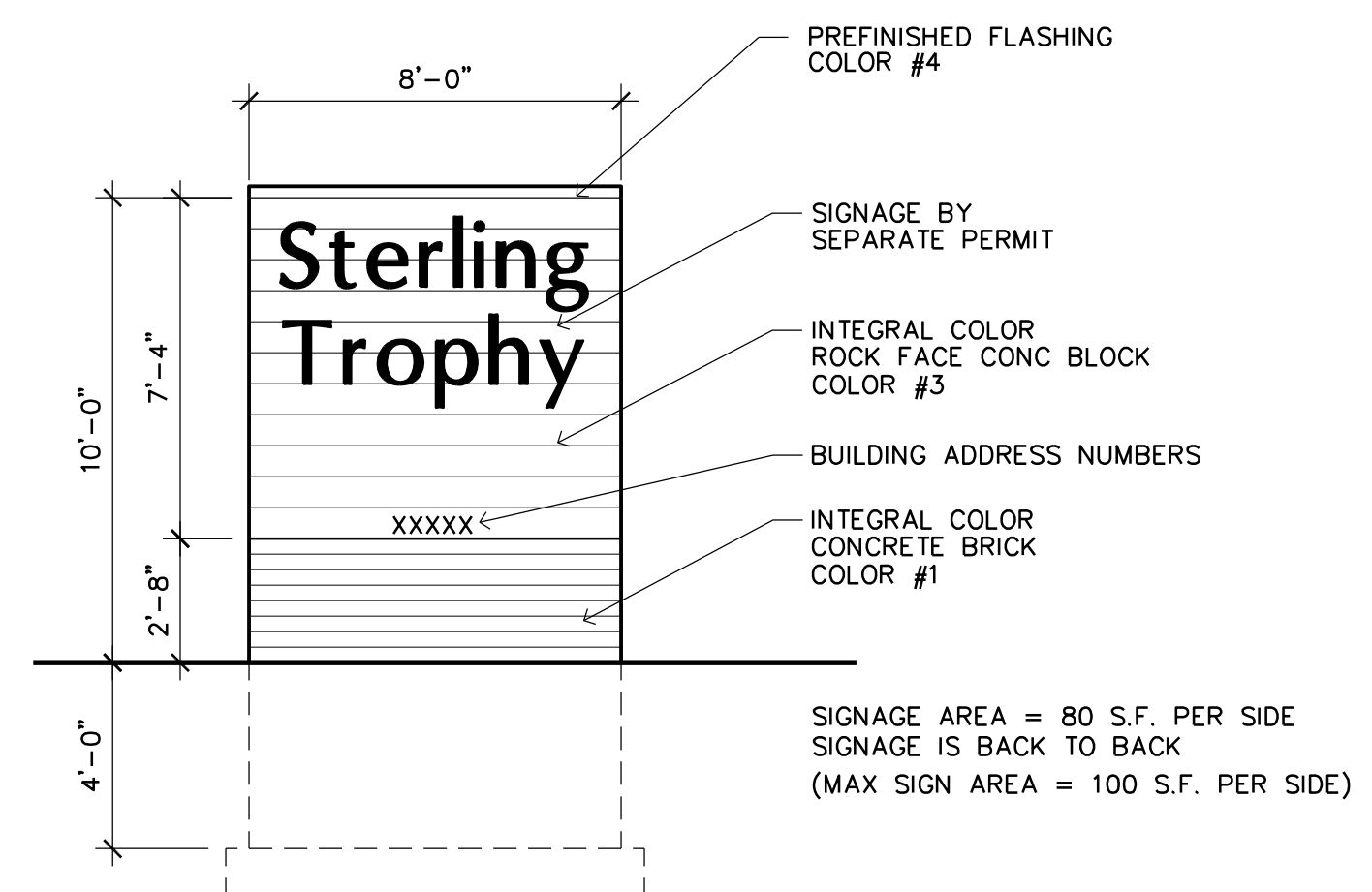
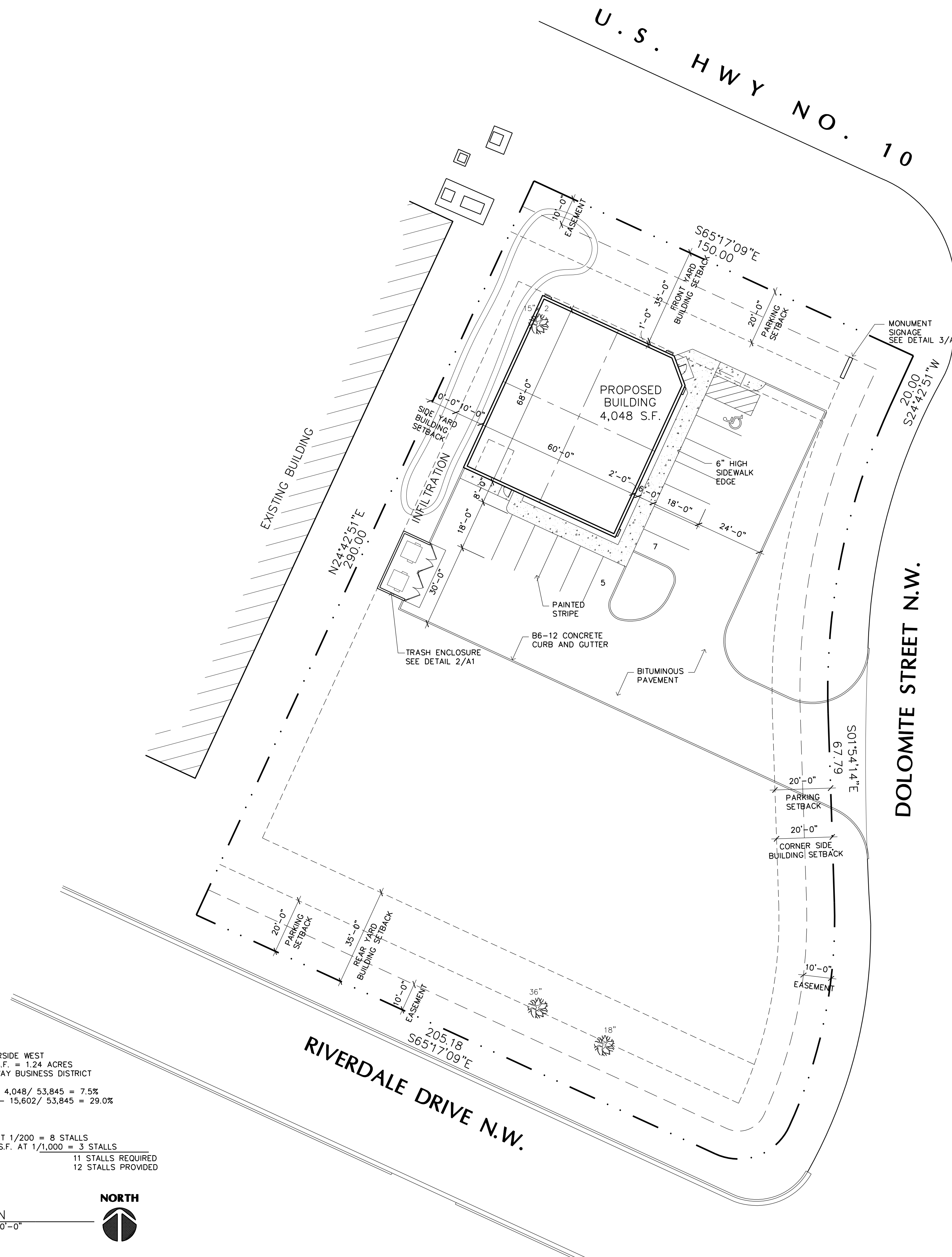
6/28/18 PRELIMINARY

SITE PLAN

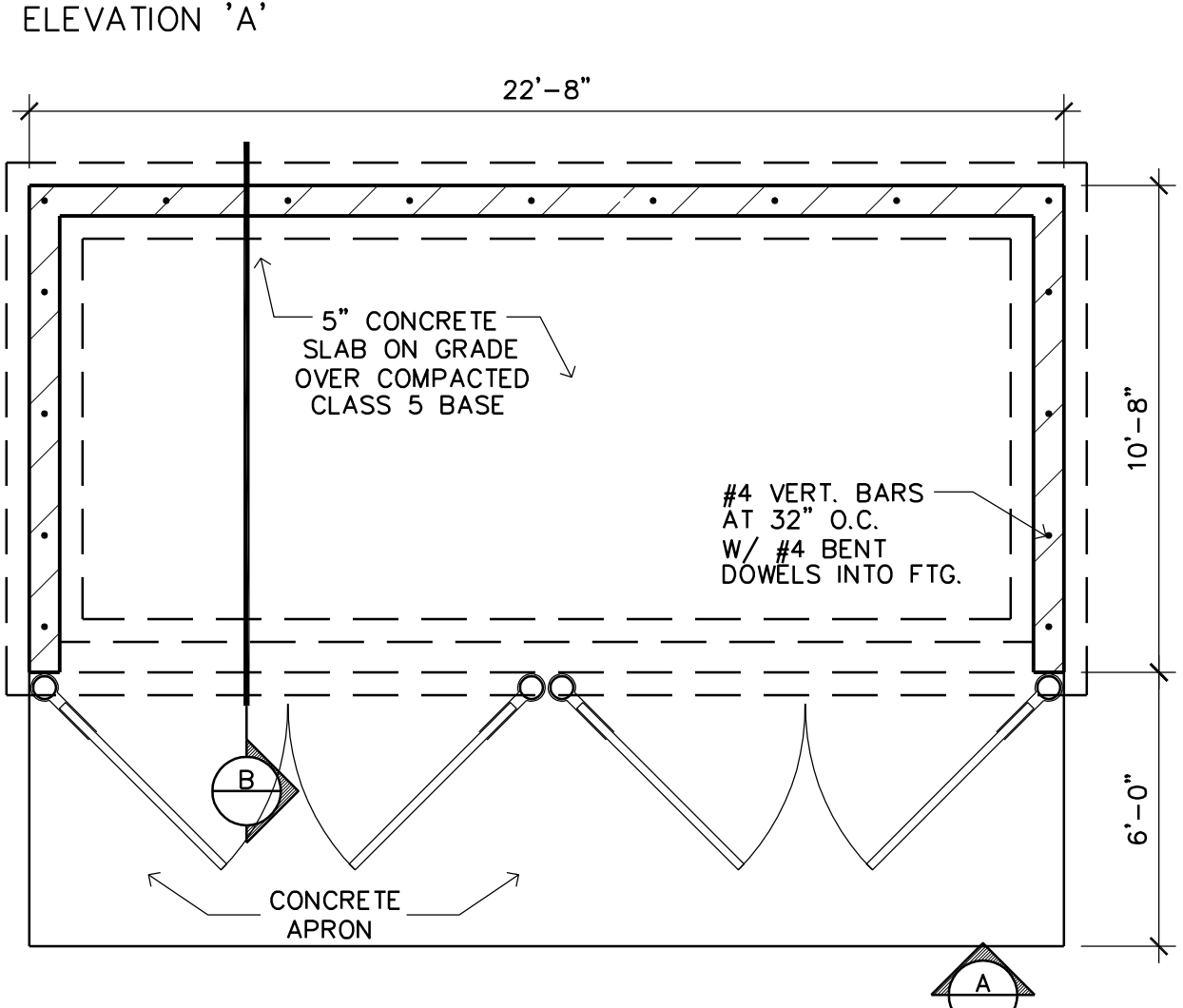
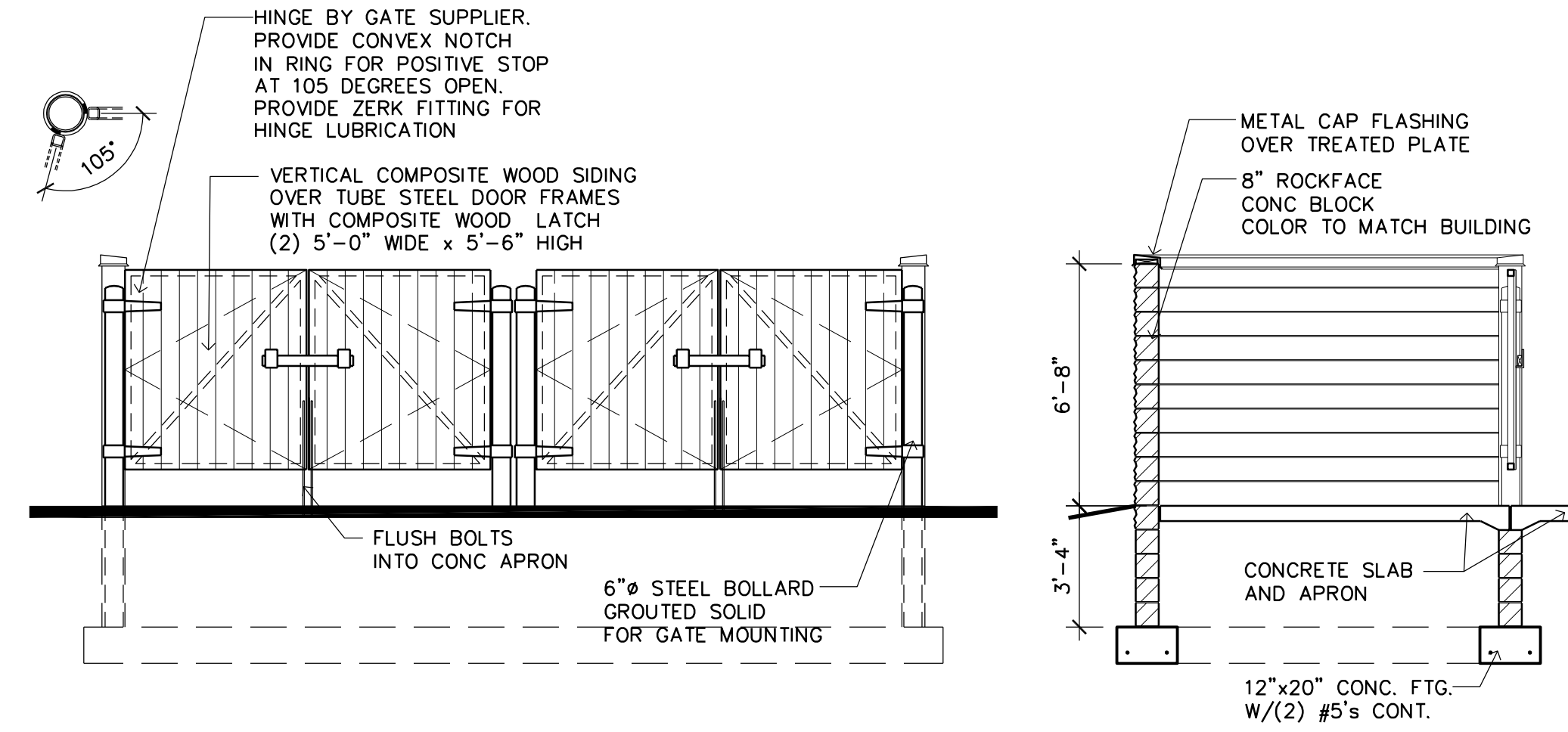
Sheet Number

A1

Project No. 180228-4



3 MONUMENT SIGN DETAIL
A1 SCALE: 1/4" = 1'-0"

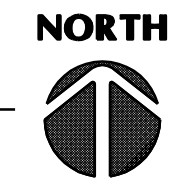


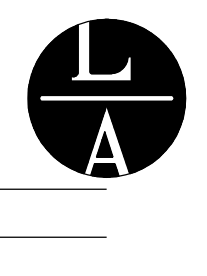
2 TRASH ENCLOSURE
A1 SCALE: 1/4" = 1'-0"

SITE DATA
LOT 4, BLOCK 1, RIVERSIDE WEST
LOT AREA - 53,845 S.F. = 1.24 ACRES
ZONING - B-2, HIGHWAY BUSINESS DISTRICT
BUILDING - 4,048 S.F.
BUILDING COVERAGE - 4,048 / 53,845 = 7.5%
IMPERVIOUS SURFACE - 15,602 / 53,845 = 29.0%

PARKING DATA
RETAIL - 1,500 S.F. AT 1/200 = 8 STALLS
WAREHOUSE - 2,500 S.F. AT 1/1,000 = 3 STALLS REQUIRED
11 STALLS REQUIRED
12 STALLS PROVIDED

1 SITE PLAN
A1 SCALE: 1" = 20'-0"





LAMPERT ARCHITECTS

420 Summit Avenue
St. Paul, MN 55102
Phone: 763.755.1211 Fax: 763.757.2849
lampoer@lampoer-arch.com

ARCHITECT CERTIFICATION:
I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED ARCHITECT UNDER THE LAWS OF THE STATE OF MINNESOTA.

PRELIMINARY NOT FOR CONSTRUCTION

(763) 784-1950
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STONE CONSTRUCTION, INC.
2181 - 107th LANE N.E.
BLAINE, MINNESOTA 55434

STERLING TROPHY
Ramsey, Minnesota

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Leonard Lampert Architects Inc.

Project Designer: JAMES B
Drawn By: JRB
Checked By: LL

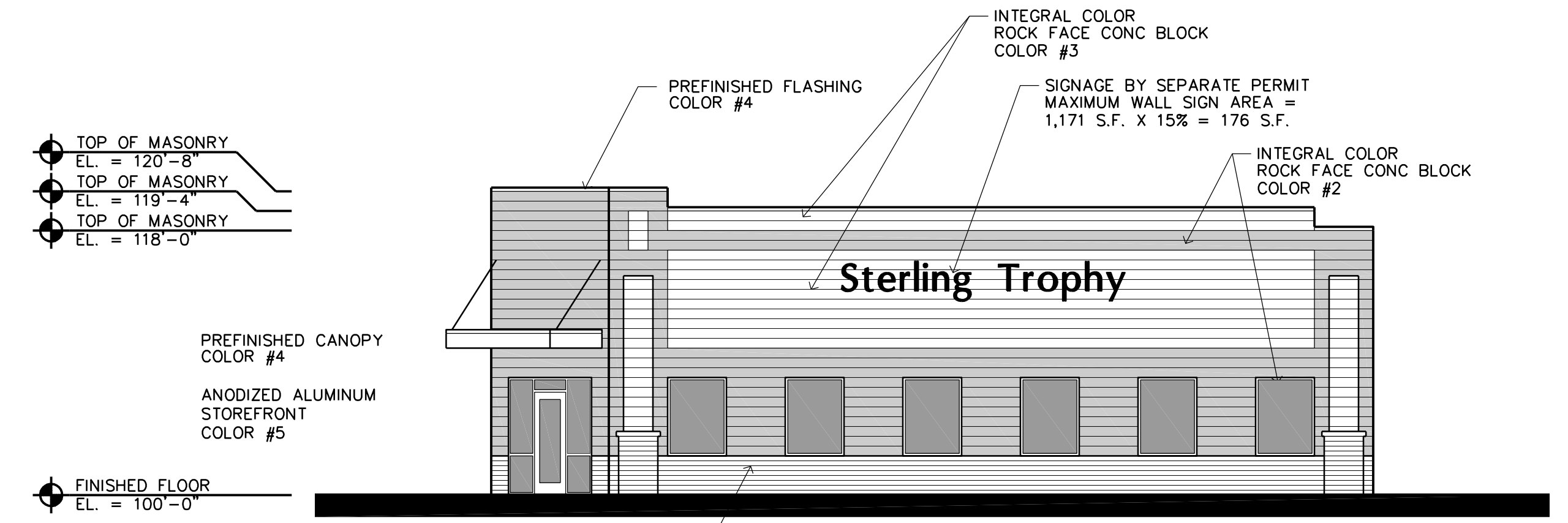
Revisions	Date	Description
6/28/18	PRELIMINARY	

FLOOR PLAN BUILDING ELEVATIONS
Sheet Number

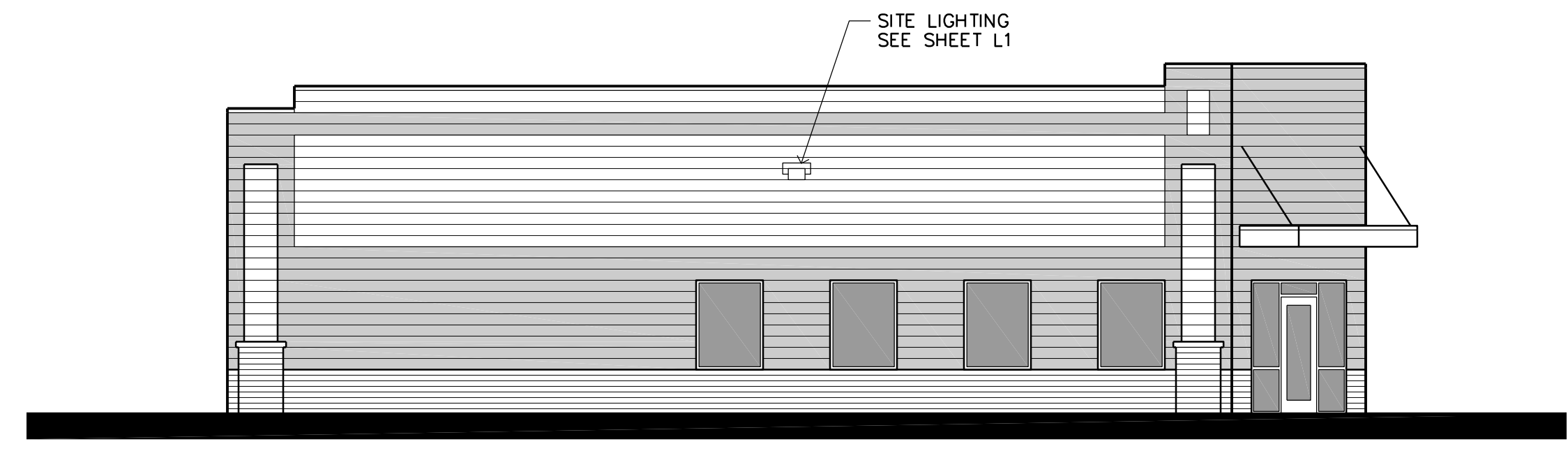
A2

Project No. 180228-4

Filename: STERLING TROPHY\STERLING TROPHY-A2



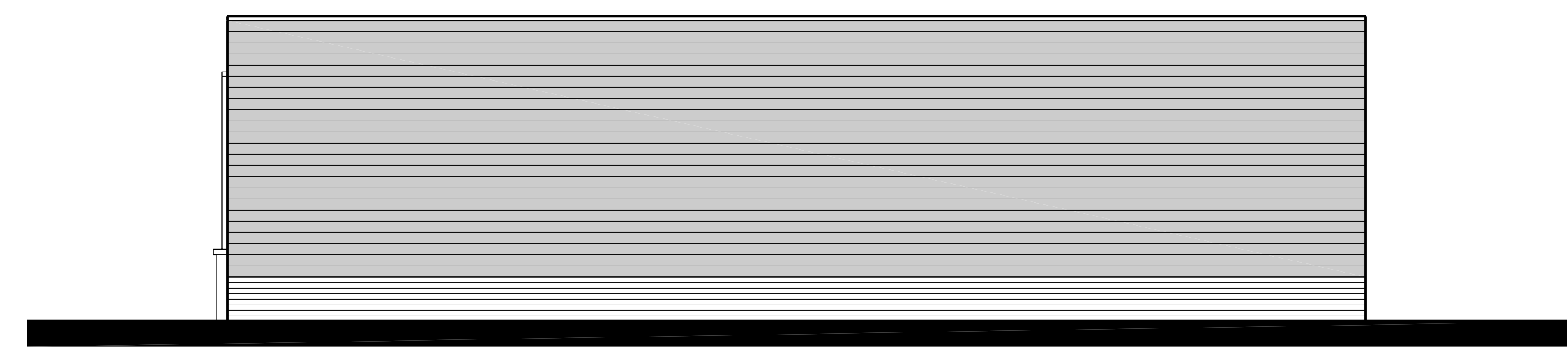
2 NORTH ELEVATION
A2 SCALE: 1/8" = 1'-0"



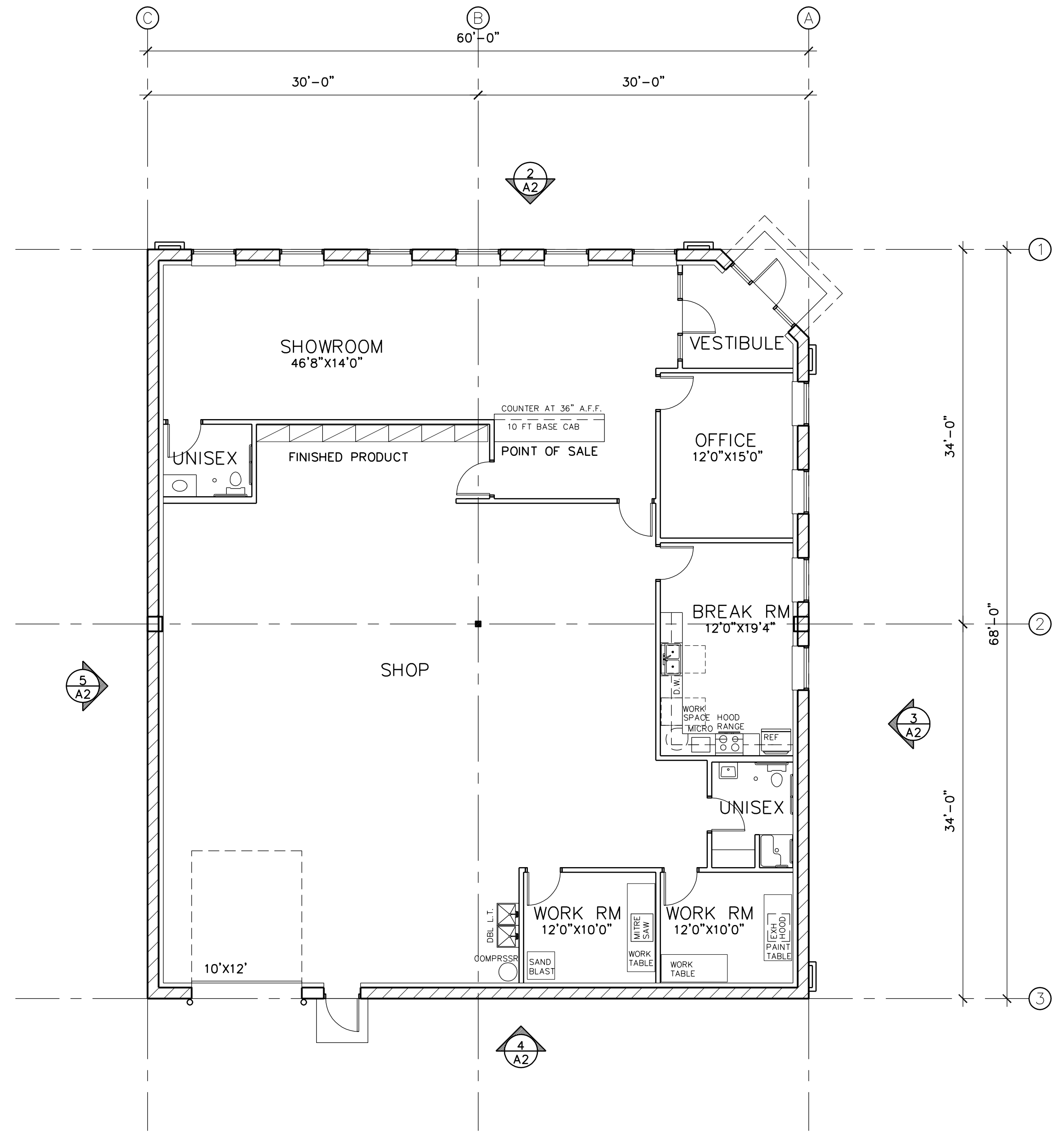
3 EAST ELEVATION
A2 SCALE: 1/8" = 1'-0"



4 SOUTH ELEVATION
A2 SCALE: 1/8" = 1'-0"



5 WEST ELEVATION
A2 SCALE: 1/8" = 1'-0"



1 FLOOR PLAN
A2 SCALE: 1/8" = 1'-0"



ALTA/ACSM Land Title Survey

for

City of Ramsey HRA

DESCRIPTION OF PROPERTY

From Commitment for Title of Old Republic National Title Insurance Company, Commitment No. 1403101 effective dated October 29, 2014. ("The Commitment")

Lot 4, Block 1, RIVERSIDE WEST, according to the plat on file and of record in the Office of the Registrar of Titles, Anoka County, Minnesota.

SCHEDULE B NOTES:

- Item 5 - Subject to the right of the State of Minnesota to construct temporary snow fences, and to regulate and control the cutting and planting of grasses, shrubs and trees, as shown in document dated April 14, 1939 and recorded May 3, 1939 in Book 174, Page 73 in the office of the Anoka County Register of Deeds. (Lies within right of way of U.S. Highway No. 10 as depicted on survey)
- Item 6 - Subject to utility easements in favor of Anoka Electric cooperative as shown in document dated November 20, 1974 and recorded November 22, 1974 in Book 1127, Page 31, in the office of the Anoka County Register of Deeds. (Depicted on Survey)
- Item 7 - Subject to easement in favor of Bullick, Inc. as contained in Warranty Deed document no. 86446 dated 7/10/1975 and filed 7/8/1975. (Depicted on Survey)
- Item 8 - Easements for utility and drainage as shown on the recorded plat, if any.. (Depicted on Survey)

SURVEY NOTES:

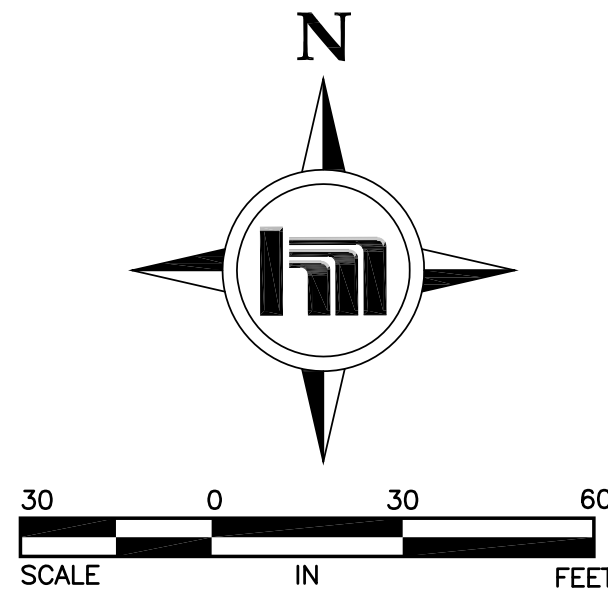
1. The underground utilities shown have been located from field survey information per Gopher State One Call Ticket No. 143090547, construction plans, and previous site plans (by others). The surveyor makes no guarantees that the underground utilities shown comprise all such utilities in the area, either in service or abandoned. The surveyor further does not warrant that the underground utilities shown are in the exact location indicated although he does certify that they are located as accurately as possible from information available. The surveyor has not physically located the underground utilities. Prior to any excavation, contact Gopher State One Call for an on-site location (612-454-0002). The subsurface utility information on this survey is utility quality level D. This quality level was determined according to the guidelines of CI/ASCE 38-2, entitled "Standard Guidelines for the Collection and Depiction of Existing Subsurface Utility Data.
2. The property lies in flood zone C (area of minimal flooding) as designated on Flood Insurance Rate Map (County of Anoka Community No. 270681 0020B) published by the Federal Emergency Management Agency effective date November 1, 1979.
2. Property is Torrens. Certificate of Title No. 124825 (From Title Commitment)
3. Fee simple interest is owned by Housing and Redevelopment Authority in and for the City of Ramsey, Minnesota, a public body under the laws of Minnesota. (From Title Commitment)
4. Area of surveyed property is 53,845 sq. ft. or 1.236 acres.
5. Property is zoned B-2 Business District. (per City of Ramsey Zoning Map)
6. The property has direct access to Riverdale Drive NW and Dolomite Street NW. (No restricted access to U.S. Highway No. 10 per plat of RIVERSIDE WEST or the commitment. Access subject to permit by MnDOT approval).
7. Bearings are based on Anoka County Coordinate System.
8. Address is 6710 Highway 10 NW, Ramsey, MN 55303 (per Anoka County Tax Mapping)
9. Sewer and Water Service locations per plans provided by the City of Ramsey.
10. Surveyor is aware that Dolomite Street NW access to U.S. Highway No. 10 may be closed.

To City of Ramsey, Housing and Redevelopment Authority in and for the City of Ramsey, Minnesota, MDBNK, LLC, Title One, Inc., and Old Republic National Title Insurance Company:

This is to certify that this map or plat and the survey on which it is based were made in accordance with the 2011 "Minimum Standard Detail Requirements for ALTA/ACSM Land Title Surveys", jointly established and adopted by ALTA, and NSPS, and includes Items 1, 2, 3, 4, 5, 6(a), 8, and 11(a) of Table A thereof. The field work was completed on November 12, 2014.

Dated: November 14, 2014

Charles R. Christopherson
 Charles R. Christopherson
 MN License No. 18420
 Hakanson Anderson Associates, Inc.
 3601 Thurston Avenue North
 Anoka, MN 55303
 phone (763) 427-5860



LEGEND

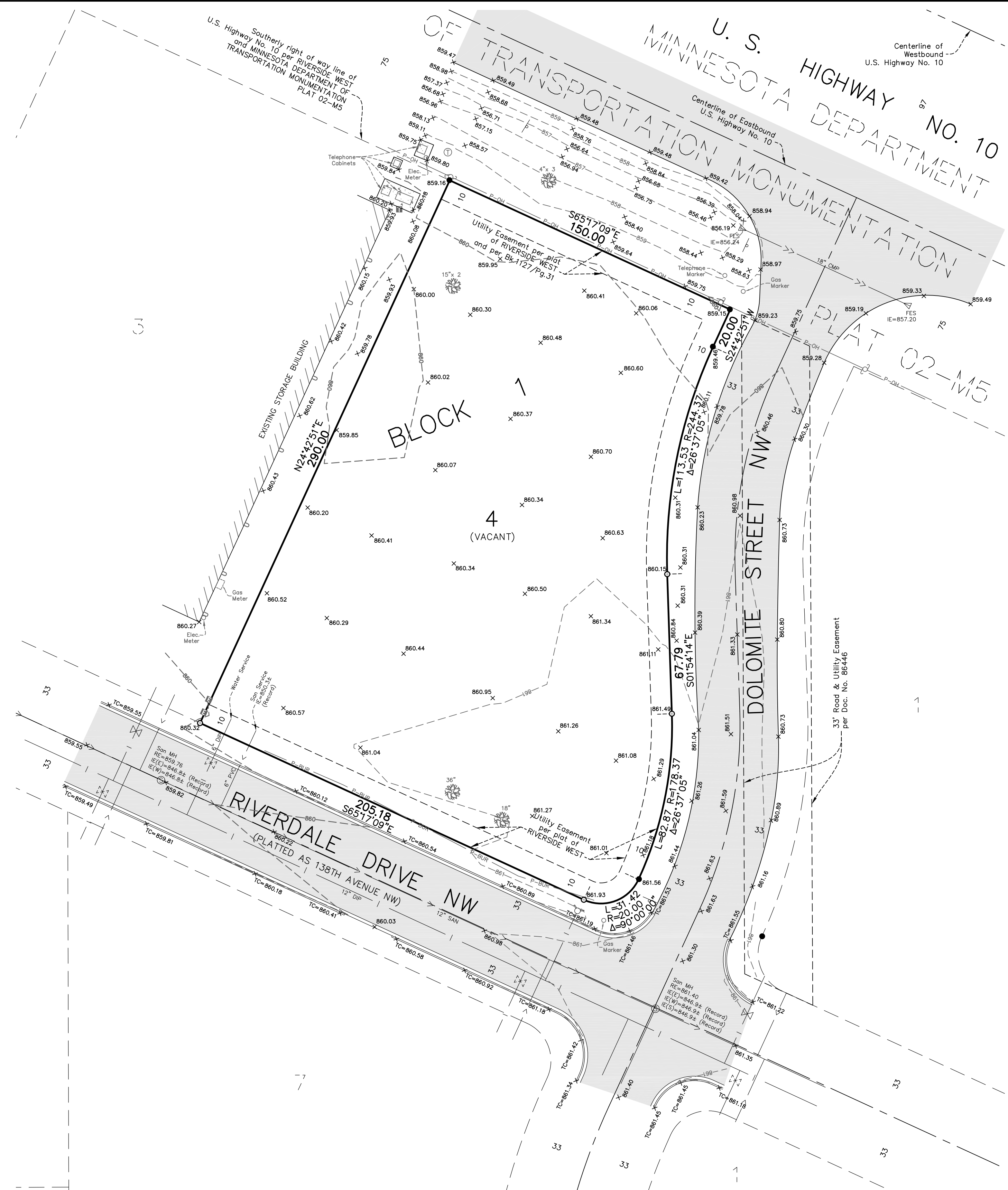
- -- = DENOTES SURFACE CONTOUR (1 FT. INTERVAL)
- x 835.15 = DENOTES SPOT ELEVATIONS
- = IRON MONUMENT SET AND MARKED WITH LICENSE NO. 18420.
- = DENOTES IRON MONUMENT FOUND
- = DENOTES STREET SIGN
- ⊗ = DENOTES GATE VALVE
- ⊕ = DENOTES HYDRANT
- ⊙ = DENOTES SANITARY SEWER MANHOLE
- ⊚ = DENOTES TELEPHONE MANHOLE
- ⊛ = DENOTES TELEPHONE PEDESTAL
- ⊜ = DENOTES ELECTRIC TRANSFORMER
- ⊝ = DENOTES ROOF DRAIN
- ⊞ = DENOTES POWER POLE
- ⊟ = DENOTES WATER LINE
- ⊠ = DENOTES SANITARY SEWER LINE
- ⊡ = DENOTES STORM SEWER LINE
- T—BUR— = DENOTES UNDERGROUND TELEPHONE
- G—BUR— = DENOTES UNDERGROUND GAS LINE
- P—BUR— = DENOTES UNDERGROUND ELECTRIC
- P—OH— = DENOTES OVERHEAD ELECTRIC
- ⊕ = DENOTES DECIDUOUS TREE
- = DENOTES CONCRETE SURFACE
- = DENOTES BITUMINOUS

BENCHMARKS

- PROJECT BENCHMARK: MnDOT MONUMENT NO. E 257 NEAR THE INTERSECTION OF SUNFISH LAKE BOULEVARD NW AND THE BURLINGTON NORTHERN RAILROAD. ELEVATION = 863.67 FEET (NAVD 1988)
- SITE BENCHMARK: TOP NUT HYDRANT IN THE NORTHWEST QUADRANT OF THE INTERSECTION OF RIVERDALE DRIVE NW AND DOLOMITE STREET NW. ELEVATION = 863.88 FEET (NAVD 1988)

UTILITY COMPANY CONTACT INFORMATION

UTILITY COMPANY	PHONE NUMBER
CENTER POINT ENERGY	800.778.9140
CENTURYLINK	800.283.4237
CITY OF RAMSEY	763.427.8254
COMCAST	612.522.8141
CONNEXUS ENERGY	763.323.4216
MINNESOTA DEPARTMENT OF TRANSPORTATION	651.366.5750



DATE	REVISION	DESIGNED BY:	BOOK/PAGE:	<p>Hakanson Anderson Assoc., Inc. Civil Engineers and Land Surveyors 3601 Thurston Ave., Anoka, Minnesota 55303 763-427-5860 FAX 763-427-0520 www.haa-inc.com</p>	Lot 4, Block 1, RIVERSIDE WEST, Anoka County, Minnesota	ALTA/ACSM Land Title Survey for City of Ramsey HRA	SHEET 1 OF 1 SHEETS
		CRC					
		DRAWN BY:	DATE:				
		SMM	11/14/14				
		CHECKED BY:	FILE NO.				
		CRC	RA1104				

FOR SALE - \$215,000

CITY-OWNED LAND NEAR HWY 10

1.23 ACRES OF COMMERCIAL LAND - RAMSEY, MN 55303



CITY PARCEL #40

- + Located at Riverdale Dr & Dolomite St
- + Immediate access to Ramsey Blvd NW
- + Easy access to Hwy 10
- + Near COR retail site
- + Less than 3,000' from Anoka Cty Regional Park, which includes a new public boat landing
- + 500' from Super Bowl (bowling lanes)
- + Close proximity to Northstar Commuter Rail Station
- + Only 30 minutes to downtown Minneapolis
- + Zoned B-2 (Business District)
- + PID #343225130005
- + Anoka-Hennepin ISD #11



CONTACT US

RICHARD PALMITER

Vice President
+1 952 924 4603
richard.palmiter@cbre.com

BRIAN PANKRATZ

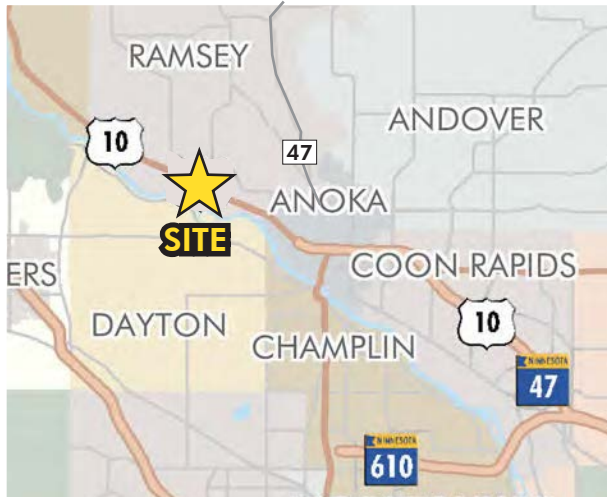
Vice President
+1 952 924 4665
brian.pankratz@cbre.com



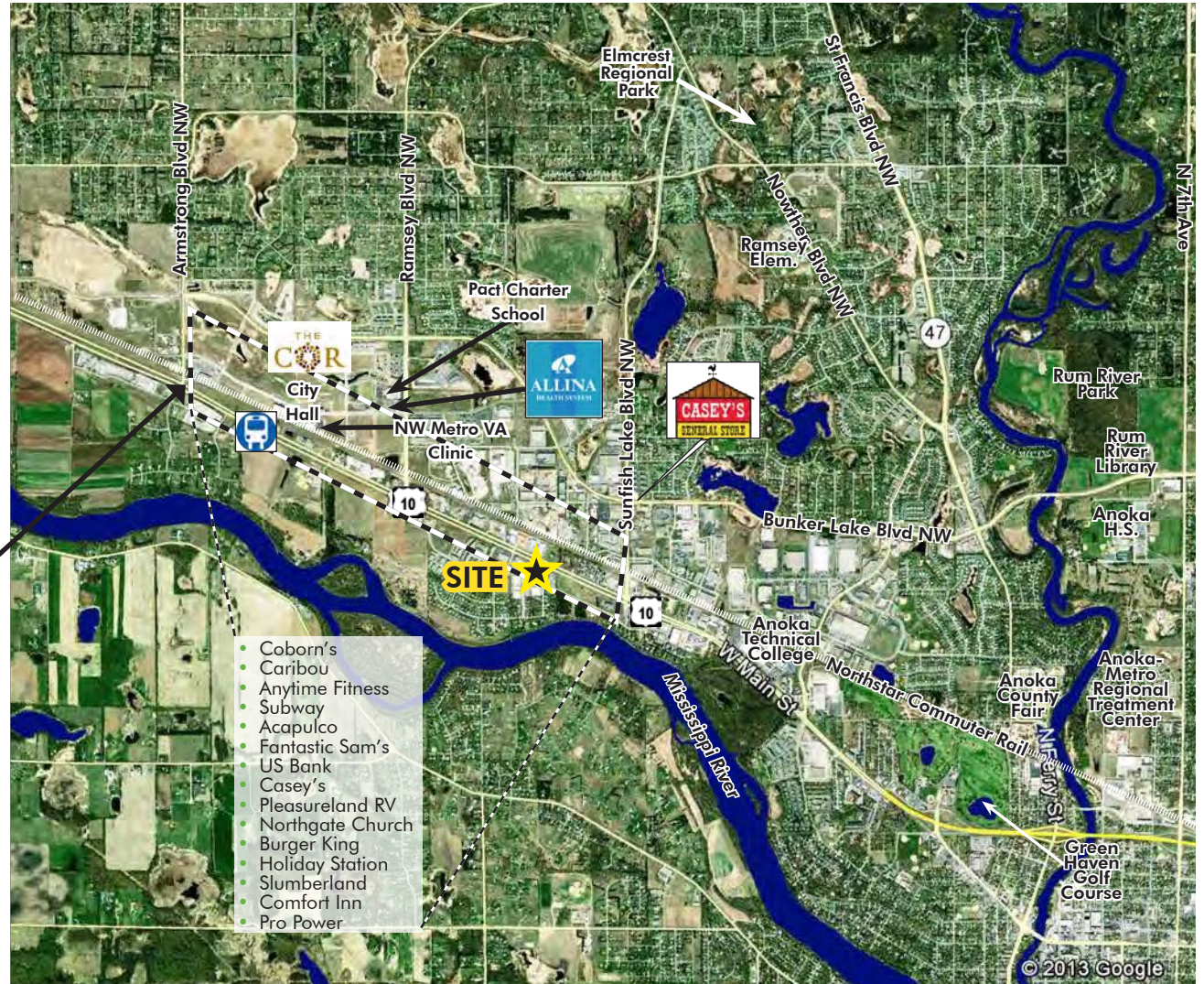
Future highway improvements will warrant a permanent closure of right in-right out access to Hwy 10. Access will be from Ramsey Blvd or Sunfish Lake Blvd

CITY-OWNED LAND NEAR HWY 10

4.14 ACRES OF OFFICE/INDUSTRIAL LAND - RAMSEY, MN 55303

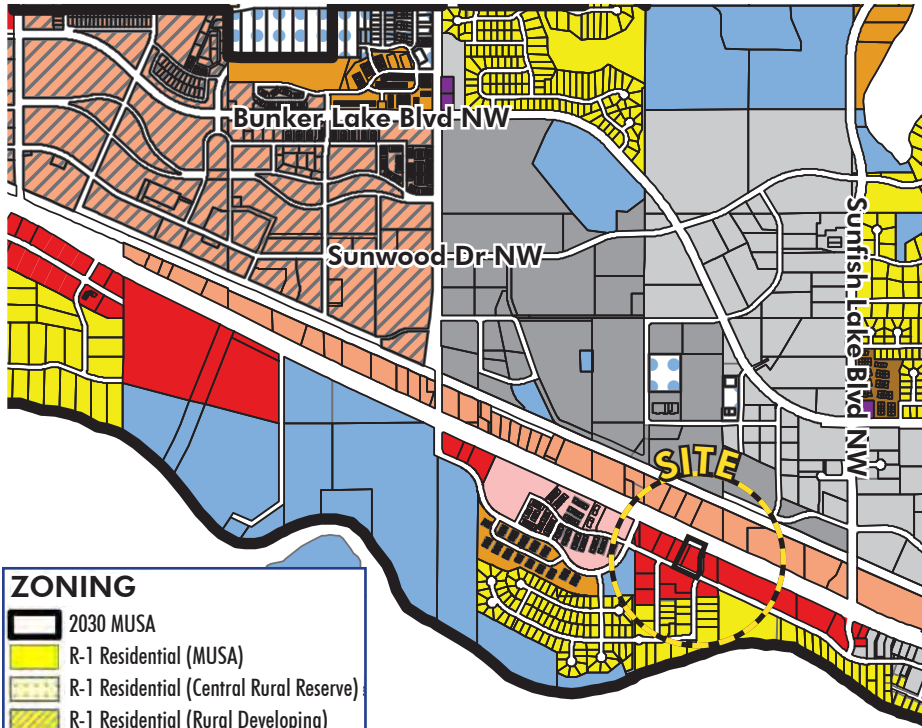


Full access interchange construction completed



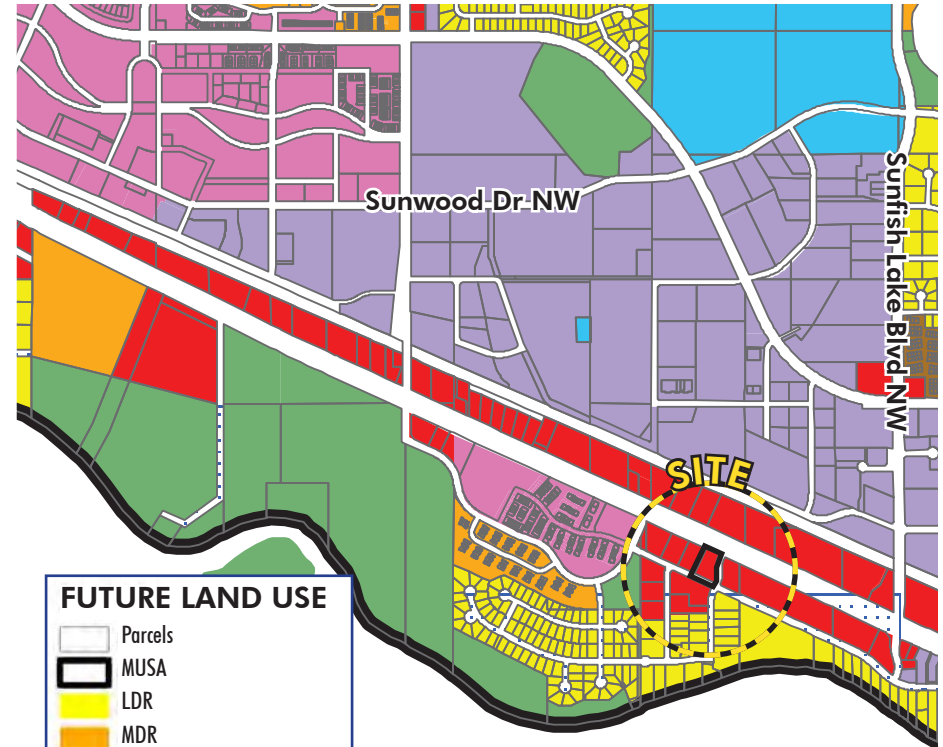
CITY-OWNED LAND NEAR HWY 10

4.14 ACRES OF OFFICE/INDUSTRIAL LAND - RAMSEY, MN 55303



ZONING

	2030 MUSA
	R-1 Residential (MUSA)
	R-1 Residential (Central Rural Reserve)
	R-1 Residential (Rural Developing)
	R-2
	R-3
	B-1
	B-2
	H-1
	E-1
	E-2
	MU-PUD
	Public/Quasi-Public
	PUD
	Town Center



FUTURE LAND USE

	Parcels
	MUSA
	LDR
	MDR
	HDR
	Office Park
	Commercial
	MU
	Business Park
	Public
	Rural Developing
	Rural Preserve
	Park
	MRCCA Boundary

CITY-OWNED LAND NEAR HWY 10

4.14 ACRES OF OFFICE/INDUSTRIAL LAND - RAMSEY, MN 55303

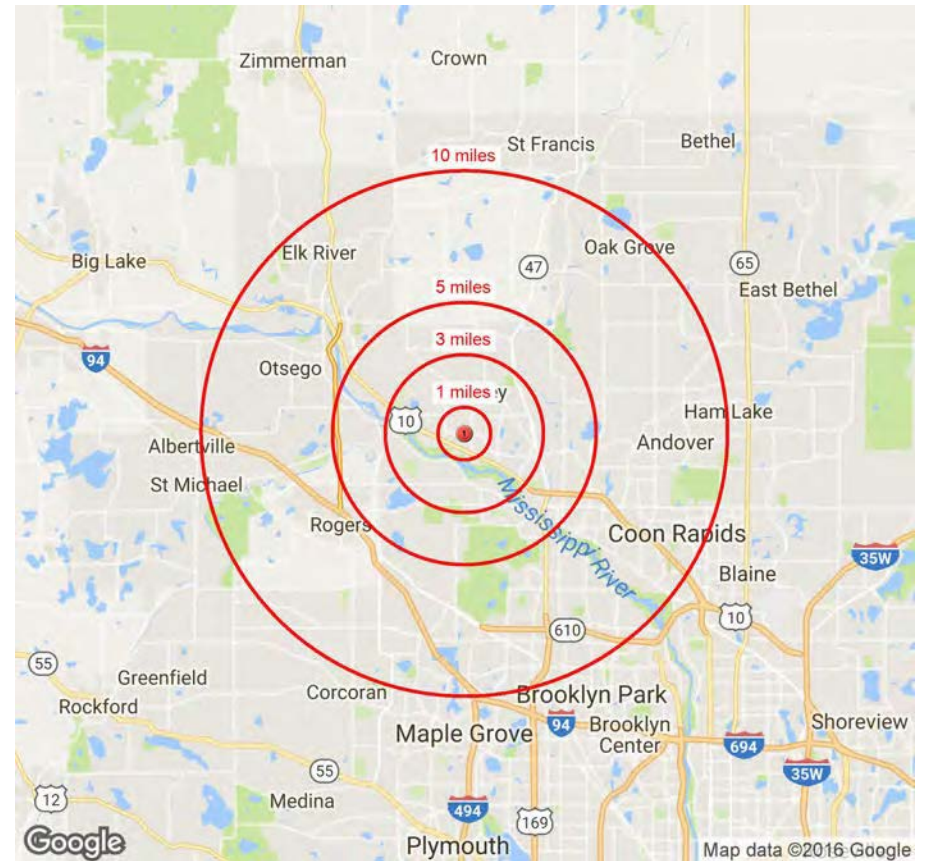
CBRE DEMOGRAPHIC BRIEF

RAMSEY CITY CENTER

	1 Mile	3 Miles	5 Miles	10 Miles
POPULATION				
2016 Population	2,985	24,188	60,610	296,300
2021 Population	3,350	25,745	63,525	312,599
2010 Population	2,434	22,239	57,121	275,567
2000 Population	1,626	18,076	50,063	231,077
Percent Pop Change: 2010 to 2016	22.6%	8.8%	6.1%	7.5%
Percent Pop Change: 2016 to 2021	12.2%	6.4%	4.8%	5.5%
AGE				
2016 Median Age	34.1	37.0	37.9	37.8
2016 Average Age	35.0	36.7	37.9	37.4
HOUSEHOLDS				
2016 Households	1,115	8,489	22,353	106,035
2021 Households	1,273	9,075	23,505	111,990
2010 Households	874	7,768	20,958	98,567
2000 Households	523	5,987	17,514	79,402
Percent HH Change: 2010 to 2016	27.6%	9.3%	6.7%	7.6%
Percent HH Change: 2016 to 2021	14.2%	6.9%	5.2%	5.6%
Average Household Size	2.6	2.9	2.7	2.8
INCOME				
2016 Median Household Income	\$75,230	\$82,664	\$73,619	\$79,055
2016 Average Household Income	\$88,308	\$95,095	\$86,942	\$94,053
2016 Per Capita Income	\$32,999	\$33,374	\$32,064	\$33,658
HOUSING UNITS				
2016 Housing Units	1,163	8,784	23,301	110,242
2016 Occupied Housing Units	1,115	8,489	22,353	106,035
2016 Vacant Housing Units	48	295	949	4,207
2016 Owner-Occupied Housing Units	999	7,555	17,558	88,720
2016 Renter-Occupied Housing Units	116	934	4,795	17,314
EDUCATION				
2016 Population Age 25 and Over	1,962	15,794	40,468	195,456
High School thru Associates	1,314 67.0%	10,453 66.2%	27,161 67.1%	121,895 62.4%
Bachelor's Degree	360 18.3%	3,306 20.9%	7,851 19.4%	45,285 23.2%
Graduate Degree	116 5.9%	1,159 7.3%	2,898 7.2%	17,952 9.2%
PLACE OF WORK				
Total Businesses	153	810	2,340	10,691
Daytime Employment (Total Employees)	2,157	9,136	28,617	126,545

CBRE DEMOGRAPHIC BRIEF

RAMSEY CITY CENTER



CITY-OWNED LAND NEAR HWY 10

4.14 ACRES OF OFFICE/INDUSTRIAL LAND - RAMSEY, MN 55303

B-2 Highway Business District.

- (a) Intent. The purpose of the B-2 Highway Business District is to provide for and limit the establishment of motor vehicle oriented or dependent and convenience type, high intensity commercial and service activities characteristically located along major traffic carriers.
- (b) Permitted uses.
- (1) Restaurants, cafes, on and off-sale liquor.
 - (2) Private clubs or lodges serving food and beverages.
 - (3) Commercial recreational uses.
 - (4) Governmental and public utility buildings and structures.
 - (5) Motels, motor hotels and hotels provided that the lot area contains not less than 500 square feet of lot area per unit.
 - (6) Animal clinics.
 - (7) Adult uses - principal and adult uses - accessory.
 - (8) Enclosed retail sales and rental activity.
 - (9) Offices, banks, personal and professional services.
 - (10) Drive-in and convenience, fast food establishments.
 - (11) Commercial carwashes (drive through and mechanical).
 - (12) Gas station, truck stop, and motor vehicle repair.
 - (13) Convenience grocery and/or food operations with convenience gas (no vehicle service or repair).
 - (14) Day care services.
- (c) Conditional uses. Requires a conditional use permit based upon procedures set forth in and regulated by section 117-51 (conditional use permits) of this chapter.
- (1) Outdoor commercial recreation.
 - (2) Motor vehicle, implement, and recreation equipment sales and service.
 - (3) Oversizing of signs.
 - (4) Expansion or enlargement of lawful nonconforming uses.
 - (5) Cell towers.
 - (6) Micro-scale WECS.
 - (7) Medium-scale WECS.
- (d) Accessory uses. The following are accessory uses, subject to standards established in subsection (e) of this section and performance standards established in article II, division 6 of this chapter:
- (1) Commercial or business buildings and structures for a use accessory to the principal use but such use shall not exceed 30 percent of the gross floor space.
 - (2) Open and outdoor areas for display of goods for sale and rental.
 - (3) Off-street parking including semi-trailer trucks, as regulated and required by this chapter.
 - (4) Off-street loading as regulated and required by this chapter.
 - (5) Signing as regulated by this Code.
 - (6) Temporary seasonal sales.
 - (7) Motor vehicle implement and recreational indoor storage when accessory to sales and service.

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CBRE

Meeting Date: 07/24/2018

By: Chris Anderson, Community Development

Information

Title:

~~Consider Actions Related to Request to Authorize Motor Vehicle Sales at 14300 Sunfish Lake Blvd NW (Project No. 122); Case of John Buzick:~~

- ~~• Introduce or Deny Ordinance #18-14 Approving Amendment to the E-1 Employment District to Allow Motor Vehicle Sales~~
- ~~• Adopt Resolution to Approve or Deny a Conditional Use Permit to Allow Motor Vehicle Sales on the Subject Property~~

This case was withdrawn by the Applicant and removed from Agenda.

Purpose/Background:

The City has received an application from John Buzick (the "Applicant") requesting a Zoning Amendment to the text of the E-1 Employment District to identify motor vehicle sales as a Conditional Use and a Conditional Use Permit to allow motor vehicle sales on the property located at 14300 Sunfish Lake Blvd NW (the "Subject Property"). There is an existing Conditional Use Permit (CUP) for the Subject Property, which was approved by the City in 1993, that allows for a towing operation and motor vehicle repairs.

The Applicant is proposing a similar business model that he has implemented on two (2) other properties within the City. The model creates multiple tenant suites in a building that are leased out to individual motor vehicle dealerships.

Notification:

Staff attempted to notify all property owners within 350 feet of the Subject Property of the requested Conditional Use Permit and Zoning Amendment via standard U.S. mail and published the Notice of Public Hearing in the Anoka County UnionHerald.

Observations/Alternatives:

As stated in City Code, the intent of the E-1 Employment District is to accommodate general industrial activities. Permitted uses include manufacturing, labs, offices, warehousing and storage, indoor self-storage facilities, and truck terminals among others. The proposed use, motor vehicle sales, does not seem consistent and compatible with these permitted uses. However, Conditional Uses in the E-1 Employment District includes (among other uses) open or outdoor service, sale, display and rental as a principal use. In other districts (namely the B-2 Highway Business District and the H-1 Highway 10 Business District), motor vehicle, implement, and recreation equipment sales and service is specifically identified and therefore, is not covered by the open or outdoor service, sale, display and rental category.

There is an existing CUP (attached to this case) for the Subject Property that allows for a towing operation and motor vehicle repair on the Subject Property. The Findings of Fact referenced a Site Plan that indicated both the towing operation (including the impound lot) and the motor vehicle repair would be accommodated by existing pavement on the Subject Property. In reviewing aerial photographs of the Subject Property back to 2011, it appears that the previous occupant(s) was not in compliance with the terms of the CUP; namely, they were utilizing a non-paved area for storage/parking of motor vehicles either impounded and/or awaiting repair.

The Applicant's Site Plan and summary indicates that there would ultimately be space for ninety (90) tenant stalls

(each dealership is required to have five [5] per the State of Minnesota) and eleven (11) customer parking spaces. This would be accomplished by triple stacking vehicles displayed for sale along the southern lot line. The Site Plan does also show eighteen (18) stalls along the south wall of the existing building and it is assumed that that is where the eleven (11) customer parking stalls would be accommodated. The triple stacking of vehicles does not account for the required twenty-four (24) foot wide drive aisle required by City Code. Furthermore, this is based on the assumption that the towing operation would store impounded vehicles on a gravel surface west of existing pavement, which not only does not meet current standards but does not comply with the existing Conditional Use Permit either.

The Applicant has stated now that his intention would be to modify the number of tenant suites to a total of fourteen (14). Additionally, the Applicant has noted that, if necessary, he would install additional pavement on the western portion of the Subject Property for the towing/impound operation. However, he does object to installing concrete curb/gutter due to the added costs. The other paved portions of the Subject Property do not include curb/gutter and thus, this would seem to be a reasonable approach for consistency.

The Applicant does have two similar business models in operation along Riverdale Drive (7820 and 7850), which are both located within the B-2 Highway Business District. The stated intent of the B-2 District is to provide for and limit the establishment of motor vehicle oriented or dependent and convenience type, high intensity commercial and service activities characteristically located along major traffic carriers. The business model does generally have fewer vehicles displayed outside for sale than a traditional dealership (a lot of sales is conducted via the internet), but there are definitely vehicles present on those properties. Photos from the two sites are included with this case.

The City's industrial lands are somewhat limited at this point, highlighted by the recent Comprehensive Plan Amendment and Zoning Amendment to establish a new industrial park west of Armstrong Blvd. Both the H-1 Highway Business District and the B-2 Highway Business District already identifies motor vehicle, implement, and recreation equipment sales and service as a conditional use and keep those uses focused along the Highway 10 corridor. As the City continues to experience growth pressure from the industrial sector, it is important to retain sufficient areas for the general industrial purposes outlined in the E-1 District.

Past uses on the Subject Property have been out of conformance with City Code, either relating to minimum standards and/or due to blight. While the Applicant is not responsible for what has occurred in the past, amending the E-1 Employment District to expand the uses may not be the best approach to improving the aesthetics at this location. It seems that there may be an opportunity to explore possible enhancements within current regulations and programs. There have been some significant improvements within this general industrial park area and there may be an opportunity to explore options with these property owners within the confines of the existing permitted and conditional uses of the E-1 Employment District.

The Planning Commission reviewed the request for a Zoning Amendment and a Conditional Use Permit at their July 12, 2018 meeting. At the Public Hearing, a nearby residential neighbor did express concern with allowing motor vehicle sales on any parcel within the E-1 Employment District. He had also noted it would be appreciated if the signage could be improved on the Subject Property as it was small and oftentimes resulted in people turning around in his neighborhood as it is the first option north of the Subject Property. The Planning Commission also was not supportive of the Zoning Amendment to the E-1 Employment District nor the Conditional Use Permit for the Subject Property.

Alternatives

Alternative #1. Adopt an ordinance amending the conditional uses in the E-1 Employment District to include motor vehicle, implement, and recreation equipment sales and service and approve Resolution #18-136 granting a Conditional Use Permit for motor vehicle sales on the Subject Property. The Applicant has two established dealership operations in the city presently and has generally demonstrated that this model can be successful. However, those locations were in a zoning district that identified motor vehicle sales as a Conditional Use. The Subject Property is located within the E-1 Employment District and this district is intended to accommodate general industrial uses. The proposed use doesn't seem to mesh with the intent of the district and certainly wouldn't seem compatible with many uses within existing industrial parks. Staff does not support this alternative.

Alternative #2. Adopt an ordinance amending the conditional uses in the E-1 Employment District to include motor vehicle, implement, and recreation equipment sales and service and approve Resolution #18-136 granting a Conditional Use Permit for motor vehicle sales on the Subject Property contingent upon the Applicant providing a more detailed Site Plan to comply with City Code(such as eliminating the triple stacking of vehicles, provides required drive aisle widths to access any row of vehicles, provides sufficient pavement for all uses including the towing service, etc.). The proposed use does not seem compatible with the intent of the E-1 Employment District. Amending the E-1 District will affect all parcels within this zoning district, not just the Subject Property. This would include all existing industrial parks where motor vehicle sales may not be compatible. Staff does not support this alternative. However, if the City Council is open to this alternative, it should be contingent upon a more detailed Site Plan being submitted for review/approval by the City and upon adoption of Ordinance #18-14.

Alternative #3. Do not amend the conditional uses in the E-1 Employment District and deny the request for a Conditional Use Permit. The Applicant has successfully implemented two similar business models in Ramsey, demonstrating that this type of use can be successful. However, those were sited in the B-2 District where this type of use is generally intended. Staff is not opposed to the proposed use if located in the B-2 District but is not supportive of the use or the zoning amendment in the E-1 Employment District. Staff supports this alternative.

Funding Source:

The Applicant is responsible for all costs of this request, including the review of the Application.

Recommendation:

The Planning Commission recommended denial of this request.

Staff has a number of concerns about opening up the City's industrial parks for motor vehicle sales and repair. Staff does believe adequate land is guided for this type of use along Highway 10. In addition, the City's industrial park space is limited, and demand is high for additional employment (manufacturing) growth. Generally speaking, Staff is not opposed to the proposed use, but does not support it in the Employment Districts. The Planning Commission also expressed similar concerns about opening up the E-1 Employment District to allow motor vehicle sales and recommended against amending the E-1 Employment District to include motor vehicle, implement, and recreation equipment sales and service and recommended denying the Conditional Use Permit.

Action:

Motion to introduce/deny Ordinance #18-14 to allow motor vehicle sales, implement, and recreation equipment sales and service in the E-1 Employment District.

-and-

Motion to approve/deny the requested Conditional Use Permit for motor vehicle sales on the Subject Property.

Attachments

Site Location Map

Applicant's Summary of Proposed Business Operation

Applicant Site Plan

Applicant's Proposed Floor Plan

Existing (1993) Findings of Fact and Conditional Use Permit

Photos of Existing Vehicle Sales Operations at 7820 and 7850 Riverdale Drive

Photos of Subject Property

Aerial View of Property from 2016 & 2017

DRAFT Planning Commission Meeting Minutes Dated July 12, 2018

Ordinance #18-14

Res. #18-136: Draft Conditional Use Permit

Form Review

Inbox

Tim Gladhill (Originator)
Form Started By: Tim Gladhill
Final Approval Date: 07/18/2018

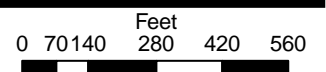
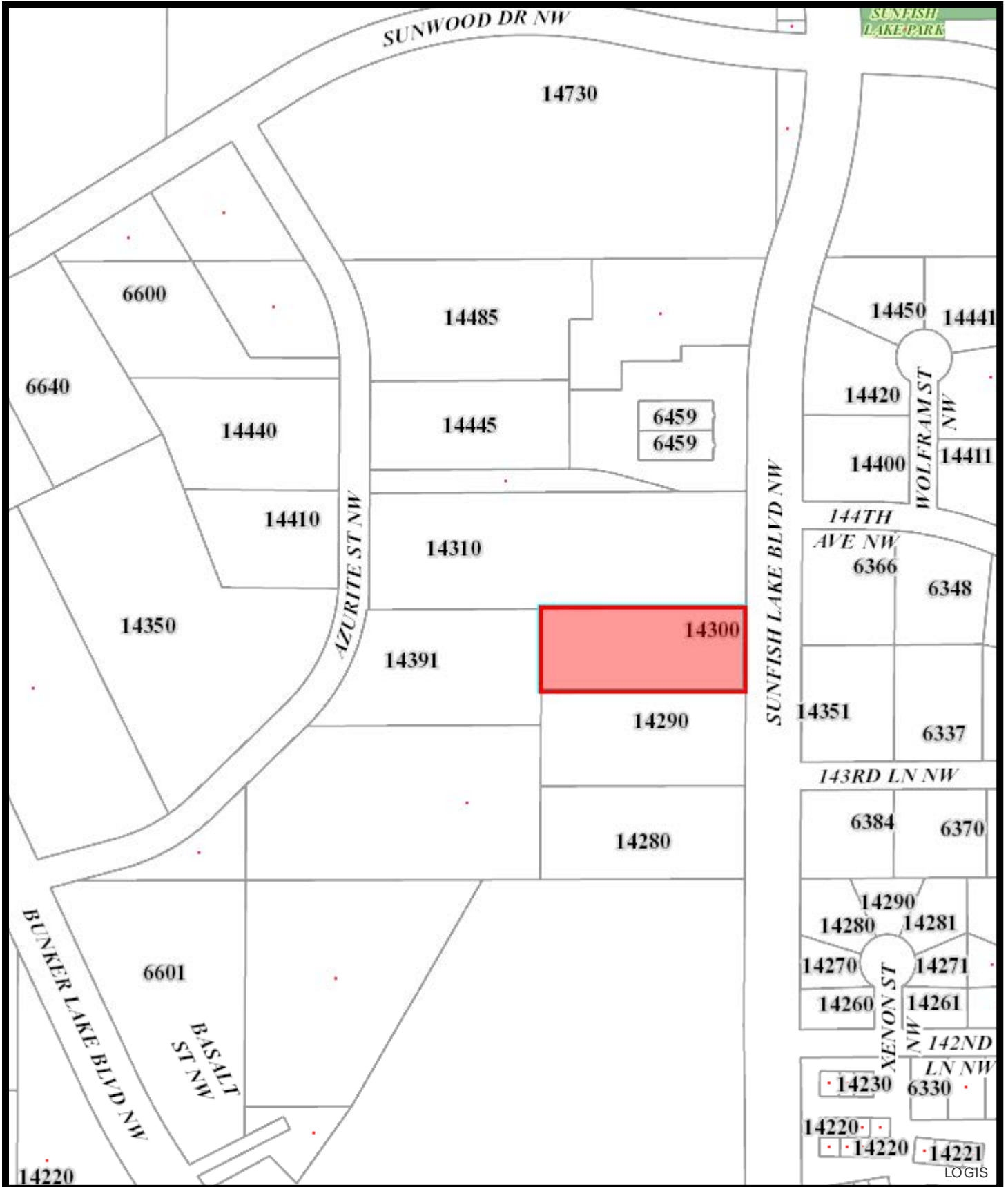
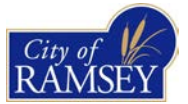
Reviewed By

Tim Gladhill

Date

07/18/2018 03:18 PM
Started On: 07/17/2018 10:41 AM

Site Location Map



Request for Zoning Text Amendment and Conditional Use Permit

Ramsey Small Business and Entrepreneur Incubator / Multi-Tenant Pre-Owned Motor Vehicle sales, service and repair facility

We have purchased the multi-tenant property located at 14300 Sunfish Lake Blvd. to add to our other two successful Small Business and Entrepreneur Incubators currently located within the City of Ramsey as well as our facilities in Andover, Rockford, Zimmerman, Ham Lake, Forest Lake and Lake St Croix Beach. and our two in Ramsey. We have seen great demand to provide opportunities for hard working and passionate entrepreneurs who desire to locate their business's in Ramsey, MN and desire to provide these new business development opportunities.

We propose to add conforming opportunities for up to 18 Motor Vehicle Licensed Dealers, in addition to the currently existing CUP in place for Motor vehicle repair, towing and storage, at the Sunfish facility. The additional facilities will each consist of a MV Dealer office with a private entrance to be used for sales, administration, storage of records as well as parking for five vehicles each (required by MN State Statue Licensing parameters although most of the time our Tenants use minimal parking on a daily basis). Two of the units would, in addition to the above characteristics, also contain a shop component used for detailing and miscellaneous repair work. Each and every Tenant Dealer carries a \$50,000 performance bond, full garage keeper's business & liability insurance and are required to execute formal written leases before occupancy. These entrepreneur small business owner Tenants are very committed, and required, to operate their business's in a professional and consumer centric manner!

Currently at the Sunfish Lake Blvd Site there exists hard surface available guest parking of 11 standard size stalls *and* the required 75 hard surface parking for fifteen Tenant Dealer's as well as the gravel surface parking for cars in the shop or that are towed and stored by the towing company tenant. We will provide the additional required hard surface stalls of five each as we gain occupancy. Upon full occupancy we will have 90 tenant stalls and 11 customer parking stalls.

Our Small Business and Entrepreneur Incubator provides employment as well as business experience to many new business owner operators in a high quality professional environment. We have a great track record here in Ramsey and our current facilities speak for the quality of our facilities and contributes to the economic growth and wellbeing of the community.

Thank you for considering our proposed new facility and I am very much looking forward to bringing this opportunity forward in the City of Ramsey!

Sincerely

**John Buzick
Sunfish Properties LLC, Manager**

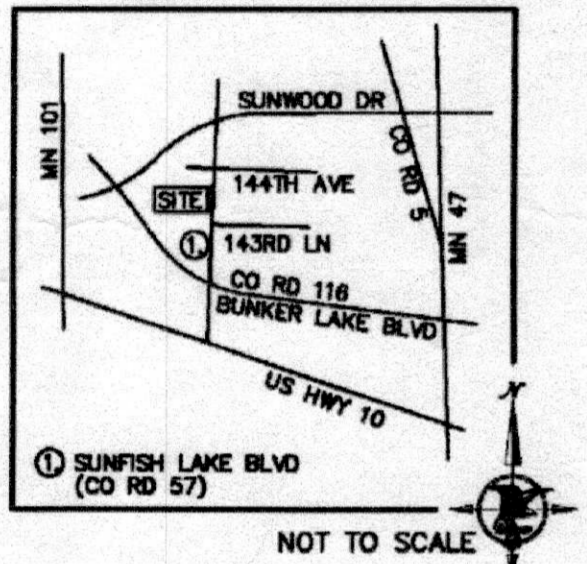
LEGEND

- Property Monument
- Fence
- Overhead Electric
- Underground Electric
- Underground Telephone
- Water
- Gas
- Sanitary Sewer
- Storm Sewer
- Electric Meter
- Power Pole
- Hydrant
- Gate Valve
- Catchbasin
- Catchbasin
- Air Conditioning Unit
- Light Pole
- Gas Meter
- Telephone Box

GENERAL NOTES:

1. The bearing system used is assumed.
2. The location of the underground utilities shown hereon, if any, are approximate only. PURSUANT TO MSA 216D CONTACT GOPHER STATE ONE CALL AT (612) 454-0002 PRIOR TO ANY EXCAVATION.
3. Subject property is identified as being in "Zone C, Area of Minimal Flooding" on Flood Insurance Rate Map, Community-Panel No. 2708B100208, effective date November 1, 1978.
4. Site area = 90,485 square feet = 2.077 acres (including Right of Way).
= 78,573 square feet = 1.827 acres (excluding Right of Way).
5. There are a total of 8 striped parking stalls on said property, of which there are 1 designated as handicap.
6. All field measurements matched recorded dimensions within the precision requirements of ALTA/ACSM specifications.
7. This survey was made on the ground and in accordance with the Minimum Standard Detail Requirements for Land Title Surveys as adopted by ALTA and ACSM.
8. There is no observable evidence of corner markers in the field or of record.
9. The surveyor was not provided zoning information by the client pursuant to Table A Item(s) 8a or 8b.
10. There is no visible above ground evidence of earth moving work, building construction or building additions within recent months.
11. There is no observable evidence of recent street or sidewalk construction or repairs.
12. There is no visible above ground evidence of the site being used as a solid waste dump, sump or sanitary landfill.
13. Distance to nearest intersection, approximately 170 feet southerly to 143rd Lane NW.
14. In preparing this survey I have relied upon the supporting documents and the Commitment for Title Insurance issued by Fidelity National Title Insurance Company, having an effective date of February 11, 2015 and bearing file number 150221698.

VICINITY MAP



EXCEPTION

OWNER: WAL RENTAL INC.

N 89°48'07" E 500.01
437.01

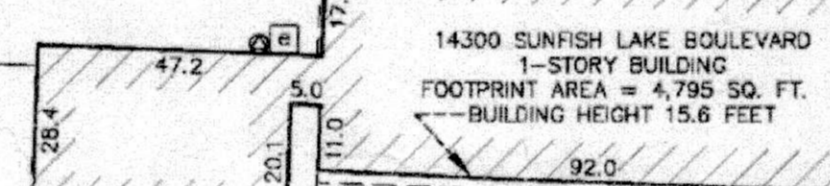
SUNFISH LAKE BUSINESS PARK

OWNER: LISA & WAYNE NICHOLSON

N 0°25'08" E 180.20

PART OF

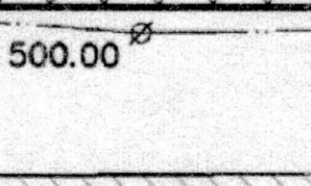
SE 1/4



14300 SUNFISH LAKE BOULEVARD
1-STORY BUILDING
FOOTPRINT AREA = 4,795 SQ. FT.
BUILDING HEIGHT 15.6 FEET

OWNER: ALICE & ALLEN KOENIG

EXCEPTION



EXISTING BUILDING

SEC. 27

SOUTH LINE OF
NE/4 OF SE/4 OF
SEC. 27, T.32, R.25

500.00

SE CORNER OF
NE/4 OF SE/4 OF
SEC. 27, T.32, R.25

ANOKA COUNTY HIGHWAY R/W PLAT NO. 1

SUNFISH LAKE BOULEVARD

(COUNTY ROAD NO. 57)

LEGAL DESCRIPTION

The East 500 feet of the Northeast Quarter (NE 1/4) of the Southeast Quarter (SE 1/4) of Section numbered Twenty-seven (27), Township Thirty-two (32) North of Range Twenty-five (25) West, Anoka County, Minnesota, EXCEPT the South 400 feet and except the North 750 feet, said distances measured along the south and east lines thereof. Subject to an easement for road purposes over the East 63 feet thereof as reserved in Warranty Deed filed as Doc. # 87588 on October 16, 1975.

NOTES CORRESPONDING TO SCHEDULE B:

11. Utility and drainage easement(s), as shown on the recorded plat. (DOES NOT AFFECT SUBJECT PROPERTY)
12. Easement for road purposes over the East 63 feet thereof as reserved in Warranty Deed filed as Document No. 87588. (AFFECTS PROPERTY, AS SHOWN ON SURVEY)

STATEMENT OF POTENTIAL ENCROACHMENTS:

There are no visible above ground encroachments over or across any property lines of subject property.

LAND TITLE SURVEY

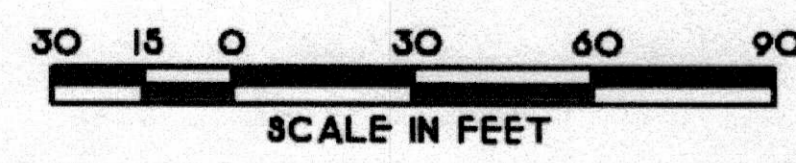
ALTA/ACSM
for:
ROCK SOLID COMPANIES
SITE: 14300 SUNFISH LAKE BOULEVARD
ANOKA, MINNESOTA

CERTIFICATION:

To POA, LLC or wholly owned assigns: Western Bank, ISAGA/ATMA; and Fidelity National Title Insurance Company:
This is to certify that this map or plat and the survey on which it is based were made in accordance with the 2011 Minimum Standard Detail Requirements for ALTA/ACSM Land Title Surveys, jointly established and adopted by ALTA and NSPS, and includes Items 1, 2, 3, 4, 7(a), 7(b), 8, 9, 10 11(a), 13, 16, 17 and 18 of Table A thereof.
The field work was completed on March 24, 2015.
Date of Plat or Map: March 25, 2015

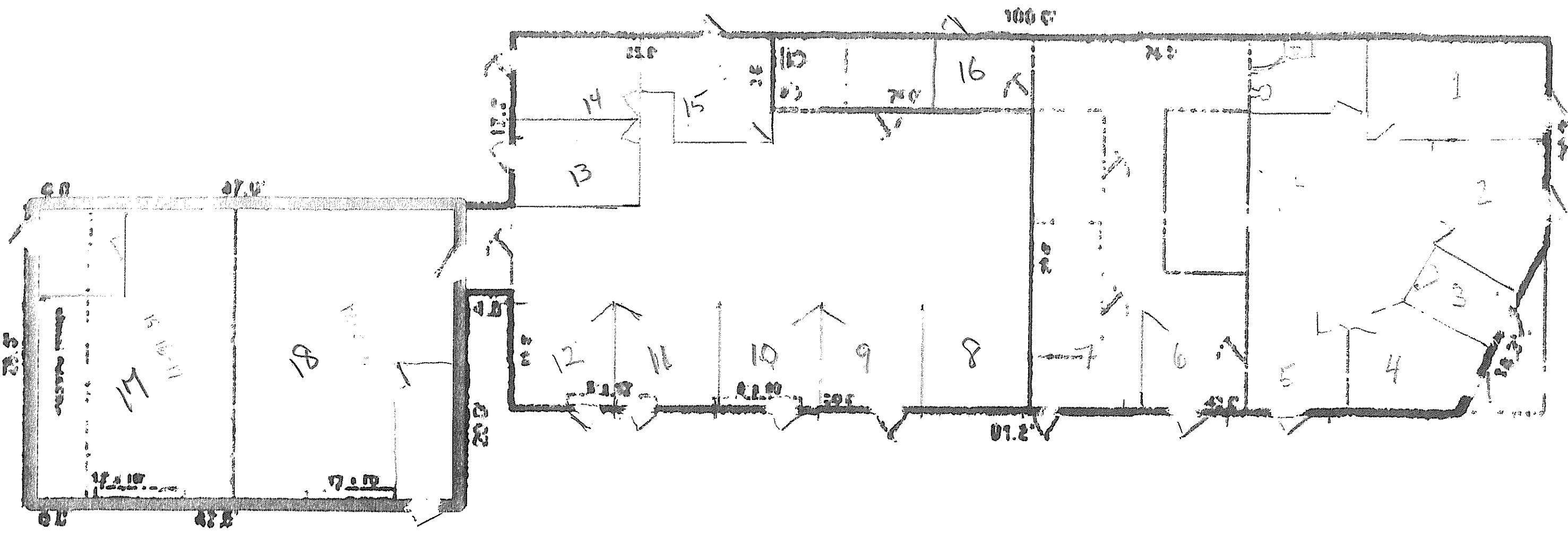
Thomas E. Hodortz
Thomas E. Hodortz, L.S.
Minn. Reg. No. 23677

HARRY S. JOHNSON CO., INC.
LAND SURVEYORS & CONSULTANTS
BLOOMINGTON, MINNESOTA
PHONE: 952-884-8341 FAX: 952-884-8344



SURVEY PERFORMED BY:
HARRY S. JOHNSON CO. INC.
LAND SURVEYORS & CONSULTANTS
9063 Lyndale Avenue South
Bloomington, Mn. 55420
(952) 884-8341
(952) 884-8344 Fax
Email: tom@hjsurveyors.com
Web: www.hjsurveyors.com

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Book 643
File No. 2015167
1-3-9073
Page 31
CAD SYSTEM
CT



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

RESOLUTION #93-10-243

A RESOLUTION ADOPTING FINDINGS OF FACT #0347 RELATING TO A REQUEST FOR A CONDITIONAL USE PERMIT TO ESTABLISH A TOWING SERVICE WITH IMPOUND LOT AND AUTO REPAIR FACILITY IN THE INDUSTRIAL DISTRICT

WHEREAS, Champlin Towing, Inc., hereinafter referred to as "Applicant", has properly applied for a Conditional Use Permit to establish a towing service with impound lot and auto repair facility in the Industrial District on the property generally known as 14300 Sunfish Lake Blvd. N.W. and legally described as follows:

That part of the East 500 feet of the Northeast Quarter of the Southeast Quarter of Section 27, Township 32, Range 25, Anoka County, Minnesota lying north of the South 400 feet thereof and lying south of the North 750 feet thereof (as measured along the south and east lines thereof); except road; subject to easements of record.

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

1. That the Applicant appeared before the Planning and Zoning Commission for a public hearing pursuant to Section 9.03.04 (Conditional Use Permits) of the Ramsey City Code on October 5, 1993 and that said public hearing was properly advertised and that the minutes of said public hearing are hereby incorporated as a part of these findings by reference.
2. That the subject property is zoned Industrial and is approximately 1.86 acres in size.
3. That towing operations and auto repair facilities are not a permitted use in the Industrial District.
4. That the adjacent properties to the north, south and west are zoned Industrial and the property on the east side of Sunfish Lake Blvd. N.W. is zoned R-1 Rural Residential.
5. That the Applicant has provided a site plan consisting of two sheets, one sheet drawn by CD Systems of St. Paul and dated 9/14/93 and one sheet that includes contours drawn by Jim Kyro and Associates and dated 9/21/93. The site plan indicates that the towing service and auto repair facility would be accommodated by existing structures and pavement on the site.
6. That the Applicant has stated that an impound lot will need to be developed on the property as an accessory use to the towing service.
7. That Section 9.20.26 (Industrial District) of the Ramsey City Code allows for outside storage as an accessory use provided the area is surfaced to control dust.
8. That the proposed location for the impound lot on the site is surfaced with asphalt.
9. That a major portion of the site is fenced with chain link fencing and the Applicant is proposing to add fencing to encompass the balance of the site and divide the impound lot from the front offices and customer/employee parking area.

10. That Section 9.11.09 (Screening) of the Ramsey City Code requires that all outside storage be screened on all property lines and that screening may consist of plantings or fencing or a combination thereof.
11. That the Applicant has indicated that the towing service will employ 1 office staff person and that the shop may be occupied by a cabinet maker and the garage may be occupied by an auto mechanic. Based on this information, the eight (8) employee/customer parking spaces accounted for on the site plan would appear to be sufficient.
12. That in conversations with Anoka County Environmental Services, City Staff has determined that caution should be taken to ensure that in the impound lot, fluid residue from vehicles is contained on site and that the asphalt has been treated to a non-permeable stage.
13. That the proposed use will not be unduly dangerous or otherwise detrimental to existing or future neighboring uses.
14. That the proposed use will not substantially adversely impair the use, enjoyment or market value of any surrounding property.
15. That the proposed use will be operated and maintained so as to be harmonious and appropriate in appearance with the existing or intended character of the general vicinity and the proposed use will not change the essential character of the area.
16. That the proposed use will not be hazardous or disturbing to existing or future neighboring uses.
17. That the proposed use will be served adequately by essential public facilities and services such as streets, police and fire protection.
18. That the proposed use will not create excessive additional requirements at public cost for public facilities and services.
19. That the proposed use will not involve uses, activities, processes, materials and equipment and conditions of operation that will be detrimental to any neighboring properties or persons by reason of excessive production of traffic, noise, or odors.
20. That the Applicant has stated that there would be no more than twenty (20) impounded vehicles stored in the impound lot at any one time.
21. That in conversations with the Metropolitan Pollution Control Agency, City Staff has determined that a Storm Sewer Run-off Permit is not required for the proposed use. However, the City can generally require the Applicant to conform with best management practices for the purpose of eliminating or reducing the potential for storm water contamination.

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

Mayor James Gilbertson
Councilmember Glen Hardin
Councilmember Gerald Zimmerman
Councilmember Kenneth Peterson
Councilmember Sheila Beyer

and the following voted against the same:

None


and the following abstained:

None


and the following were absent:

None

whereupon said resolution was declared duly adopted by the Ramsey City Council this the 12th day of October, 1993.


~~Chairman~~ Mayor

ATTEST:



City Administrator

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

PROPOSED RESOLUTION #93-10-244

A RESOLUTION APPROVING THE ISSUANCE OF A CONDITIONAL USE PERMIT TO ESTABLISH A TOWING SERVICE AND AUTO REPAIR FACILITY IN THE INDUSTRIAL DISTRICT

WHEREAS, Champlin Towing, Inc. has properly applied for a conditional use permit to establish a towing service with impound lot and an auto repair facility on the property generally known as 14300 Sunfish Lake Blvd. N.W. and legally described as follows:

That part of the East 500 feet of the Northeast Quarter of the Southeast Quarter of Section 27, Township 32, Range 25, Anoka County, Minnesota lying north of the South 400 feet thereof and lying south of the North 750 feet thereof (as measured along the south and east lines thereof); except road; subject to easements of record; and

WHEREAS, the Planning and Zoning Commission met on October 5, 1993, conducted the public hearing and recommended City Council approval of the request.

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

1. Based on Findings of Fact #0347, a conditional use permit to establish a towing service with impound lot and an auto repair facility is hereby granted to Champlin Towing, Inc., hereinafter referred to as "Permit Holder", at 14300 Sunfish Lake Blvd. N.W.
2. The facility shall be developed in accordance with the Site Plan drawn by CD Systems of St. Paul, Inc. and dated 9/14/93, except that the following specifications are to be met. The perimeter of the impound lot shall be fenced and wherever chain link fence is used, a tree screening shall also be established to screen the outside storage from neighboring uses. The east fence line of the impound lot shall consist of a six (6) foot high wood privacy fence. Additional trees shall be planted in the front lawn to intensify screening the impound lot from view of the public right-of-way of Sunfish Lake Blvd. N.W.
3. All plantings of tree screening described in Item #2 shall be completed within one (1) year of the date that the conditional use permit is approved and plant materials shall be maintained and replaced as necessary on a permanent basis. The number of trees to be planted shall be such that the impound lot is sufficiently screened from neighboring uses and the public right-of-way as determined by the City Engineer.
4. That the Permit Holder shall be required to implement best management practices to eliminate or reduce the potential for contamination of storm water and/or groundwater. At a minimum, these best management practices shall include the application of a blacktop sealant to the area of the impound lot, with reapplications as necessary. In addition, the Permit Holder shall collect and capture all spills at the site and said materials shall be disposed of in accordance with current regulations.
5. That the Permit Holder shall accept all responsibility for maintaining the impound lot and auto repair facility in accordance with Anoka County Environmental and Minnesota Pollution Control Agency regulations.
6. That the towing service shall be permitted for 24 hour operation.

7. Adequate water supply and on-site sewage disposal facilities shall be the responsibility of the Permit Holder.
8. Adequate off-street parking shall be provided by the Permit Holder and all impounded vehicles or vehicles awaiting mechanical repairs shall be stored within the fenced and screened impound lot.
9. With the exception of impounded vehicles and vehicles awaiting mechanical repairs on site, there shall be no exterior storage of business equipment, materials, supplies, vehicle parts or vehicles being dismantled for parts.
10. The City Administrator, or his designee, shall have the right to inspect the premises for compliance and safety purposes annually or at any time, upon reasonable request.
11. The Permit Holder shall be responsible for all City costs incurred in administering and enforcing this conditional use permit.

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

Mayor James Gilbertson
Councilmember Glen Hardin
Councilmember Gerald Zimmerman
Councilmember Sheila Beyer

and the following voted against the same:

Councilmember Kenneth Peterson

and the following abstained:

None


and the following were absent:

None

whereupon said resolution was declared duly adopted by the Ramsey City Council this the 12th day of October, 1993.

Champlin Towing, Inc. hereby acknowledges receipt of this conditional use permit and that they have reviewed the terms of the conditional use permit and have agreed that they will comply with the terms of the conditional use permit.

CHAMPLIN TOWING, INC.



Robert Bouten
President











— Pavement
Boundary



5.02: Public Hearing: Consider Request for Zoning Amendment (Text) to the E-1 Employment District and a Conditional Use Permit to Allow Motor Vehicle Sales on the Property Located at 14300 Sunfish Lake Boulevard NW (Project No. 122); Case of John Buzick

Public Hearing

Chairperson Bauer called the public hearing to order at 8:01 p.m.

Presentation

Community Development Director Gladhill presented the staff report stating the City has received an application from John Buzick (the "Applicant") requesting a Zoning Amendment to the text of the E-1 Employment to identify motor vehicle sales as a Conditional Use and a Conditional Use Permit to allow motor vehicle sales on the property located at 14300 Sunfish Lake Blvd NW (the "Subject Property"). That there is an existing Conditional Use Permit (CUP) for the Subject Property, which was approved by the City in 1993, that allows for a towing operation and motor vehicle repairs. The Applicant is proposing a similar business model that he has implemented on two (2) other properties within the City. That model creates multiple tenant suites in a building that are leased out to individuals. Staff provided further comment on the request and recommended denial Zoning Amendment.

Citizen Input

Commissioner Woestehoff asked how much of the City was zoned E-1.

Community Development Director Gladhill reviewed several hundred acres in the City were zoned E-1.

Commissioner VanScoy questioned if the City had received other requests for car sales in the E-1 or E-2 zoning districts.

Community Development Director Gladhill reported this was a rare request and not of this magnitude. He stated there were other zoning districts in the City that better supported this use.

John Buzick, 14300 Sunfish Lake Boulevard, discussed the history of his business and stated he has not had any complaints. He indicated his current location worked as an incubator for small business operators. He explained the property he was looking to purchase has been used for auto repair and towing since 1993. He reported he had 11 people interested in working in Ramsey selling cars from this location. He requested the Commission allow used car sales to occur on this property, along with auto repair and towing.

Darren Guthmiller, 14400 Wolfram Street, explained he lived around the corner from the subject property. He expressed concern with having all of the E-1 properties in Ramsey available for used car sales. He noted all of the other businesses along Sunfish Lake Boulevard have curb and gutter as they have been updated. He commented the current towing company has poor signage and

recommended this be improved so as not to impact the adjacent neighborhood. He described how the businesses along Sunfish Lake Boulevard have improved over the years and stated he did not want to see a new business bring this image down.

Commissioner VanScoy asked if the towing business would remain in place.

Mr. Buzick reported this was the case.

Community Development Director Gladhill explained that Mr. Buzick would not be allowed to park vehicles on grass anywhere on the subject property. He anticipated this could be addressed with a proper paving and site plan. He reported the towing use was a lawful non-conforming use on this site.

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

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

Chairperson Bauer closed the public hearing closed at 8:23 p.m.

Commission Business

Commissioner VanScoy asked if the proposed Zoning Amendment would allow vehicle sales to occur in all E-1 zoning districts.

Community Development Director Gladhill reported this was the case. He then reviewed the location of all E-1 zoning districts in the City.

Commissioner Gengler stated she appreciated the applicant's efforts to incubate businesses in Ramsey, however, she noted she could not support the request. She stated she had concerns with the proposed Zoning Amendment and how this would impact the City of Ramsey.

Chairperson Bauer agreed.

Motion by Commissioner VanScoy, seconded by Commissioner Woestehoff, to recommend that City Council deny the request to allow motor vehicle sales in the City's industrial zoning districts.

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

ORDINANCE #18-14

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

AN AMENDMENT TO CHAPTER 117 OF THE CITY CODE, WHICH CHAPTER IS KNOWN AS ZONING AND SUBDIVISIONS OF THE CITY CODE OF RAMSEY, MINNESOTA

AN ORDINANCE AMENDING ARTICLE II DIVISION 4 SECTION 117-117 (E-1 EMPLOYMENT DISTRICT) OF THE RAMSEY CITY CODE.

The City of Ramsey Ordains:

SECTION 1 AUTHORITY

This ordinance is adopted pursuant to and under the authority of the City Charter of the City of Ramsey.

SECTION 2 AMENDMENTS

Section 117-117. – E-1 Employment District, subdivision (d) is amended to include the follow language:

- (11) Motor vehicle, implement, and recreation equipment sales and service, provided that:
 - a. The use does not take up parking space or loading area as required for conformity to this chapter.
 - b. All sales, display and service related areas are surfaced with concrete or asphalt.

SECTION 3. EFFECTIVE DATE

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

PASSED by the City Council of the City of Ramsey, Minnesota the _____ day of _____, 2018.

Mayor

ATTEST:

City Administrator

Introduction date:
Posting dates:
Adoption date:
Publication date:
Effective date:

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

RESOLUTION #18-136

A RESOLUTION APPROVING/DENYING A REQUEST FROM SUNFISH PROPERTIES LLC FOR A CONDITIONAL USE PERMIT TO ALLOW MOTOR VEHICLE SALES IN THE E-1 EMPLOYMENT DISTRICT AT THE PROPERTY LOCATED AT 14300 SUNFISH LAKE BLVD NW.

RECITALS

1. Sunfish Properties LLC, hereinafter referred to as the “Permittee”, has properly applied for a Conditional Use Permit to allow motor vehicle sales in the E-1 Employment District on the property generally known as 14300 Sunfish Lake Blvd NW and legally described as follows:

That part of the east 500 feet of the Northeast Quarter of the Southeast Quarter of Section 27, Township 32, Range 25 lying north of the south 400 feet thereof and lying south of north 750 feet thereof (as measured along south and east lines thereof); except road; subject to easement of record, Anoka County, Minnesota

(“Subject Property”)

2. The City of Ramsey received an application for a Zoning (Text) Amendment and a Conditional Use Permit from the Permittee on May 29, 2018.
3. That the Permittee appeared before the Planning Commission for a public hearing pursuant to Section 117-51 (Conditional Use Permits) of the Ramsey City Code on July 12, 2018, and that said public hearing was properly advertised and that the minutes of said public hearing are hereby incorporated by reference.
4. That the Subject Property is approximately 1.82 acres in size and is located within the E-1 Employment District.
5. That the surrounding properties to the north, south and west are all zoned E-1 Employment District and range in size from 2 to 4.5+ acres in size.
6. That the properties east of Sunfish Lake Blvd are zoned R-1 Residential and are approximately one (1) acre in size.
7. That motor vehicle sales is currently not identified as a permitted or conditional use in the E-1 Employment District.
8. That the Permittee has applied for a Zoning Amendment to add motor vehicle sales as a conditional use in the E-1 Employment District.

9. That the stated intent of the E-1 Employment District is to accommodate general industrial activities.
10. That the Permittee has submitted a floor plan of the building on the Subject Property that indicates the intention to install eighteen (18) individual tenant suites, each with separate access from the exterior of the building.
11. That the Permittee has submitted a site plan that shows three (3) rows of parking/display area stacked on top of each other along the south lot line and eighteen (18) additional stalls along the southern wall of the building.
12. That City Code requires a twenty-four (24) foot wide drive aisle to access any vehicles displayed and the southern two (2) rows do not comply.
13. That the Subject Property is served by a private well and septic system and that documentation must be submitted to the City demonstrating that there is sufficient capacity to accommodate the proposed building improvements.
14. That the Permittee has stated that additional paving would be installed as needed to accommodate future tenants.
15. That any grading and/or paving shall require plans prepared by the Permittee and submitted to the City for review and approval.

FINDINGS OF FACT

1. That motor vehicle sales will be unduly dangerous or detrimental to persons residing or working in the vicinity of the use, or to the public welfare.
2. That motor vehicle sales will substantially adversely impair the use, enjoyment or market value of any of the surrounding properties.
3. That the motor vehicle sales operation will not be maintained so as to be harmonious and appropriate in appearance with the existing or intended character of the general vicinity and will change the essential character of the area.
4. That motor vehicle sales will be hazardous to existing or future neighboring uses.
5. That motor vehicle sales will impact essential public facilities and services, such as highways, streets, police and fire protection.
6. That motor vehicle sales will create excessive additional requirements at public cost for public facilities and services and will be detrimental to the economic welfare of the community.

7. That motor vehicle sales will involve uses, activities and equipment that will be detrimental to any persons, property, or the general welfare by reason of excessive production of traffic, noise, smoke, fumes, glare or odors.

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

1. That this Conditional Use Permit (the "Permit") shall supersede and replace the Conditional Use Permit approved by City Council in Resolution #93-10-244 and issued on October 12, 1993.
2. That the towing service with impound lot and auto repair facility shall be permitted to continue in accordance with the terms and conditions contained herein.
3. That the towing service shall be permitted for 24-hour operation.
4. The perimeter of the impound lot shall be fenced and wherever chain link fence is used, a tree screening shall also be established to screen the outside storage from neighboring uses. The east fence line of the impound lot shall consist of a six (6) foot high privacy fence. Additional trees shall be planted along the southern lot line and the east lawn area to provide screening of the motor vehicles displayed for sale.
5. That the Permittee shall provide grading and drainage plans to the City for review and approval prior to any surface parking expansion and sidewalk installation.
6. That the Permit specifically prohibits the use of outdoor speaker devices.
7. That the Permittee shall provide a separate exterior entrance to each tenant space and the Permittee shall be responsible for obtaining any applicable permits from the **City** to complete these building modifications.
8. That the Permittee shall install a sidewalk around the building to provide direct access to each tenant space and said improvements must be shown on the site plan and reviewed for compliance with applicable regulations.
9. That this Permit shall be perpetual in duration as long as the terms are herein complied with.

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

and the following voted against the same:

and the following abstained:

and the following were absent:

whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 24th day of July, 2018.

Acting Mayor

ATTEST:

City Clerk

Meeting Date: 07/24/2018

Submitted For: Tim Gladhill, Community Development

By: Tim Gladhill, Community Development

Information

Title:

Adopt Resolution #18-158 Approving Restaurant Subsidy Program

Purpose/Background:

PURPOSE/ BACKGROUND

The city has received feedback from residents, businesses, visitors, and elected/appointed officials that attracting more restaurants is a priority for Ramsey. The purpose of this case is to review the proposed restaurant subsidy program documents that will be the basis of this economic development program. This case was reviewed at the May EDA Meeting, and a first draft of the policy was presented at the June EDA meeting. Updates for the final policies are now offered for adoption.

Notification:

Observations/Alternatives:

STRATEGIES

(1) Full Service Restaurant Subsidy: Water Availability Charge Program

See attached draft policy. This policy is focused on forgiving 70% of the city's water access charges. The City has used this subsidy two times in the past (Acapulco and Falls Cafe). The Falls Cafe ended up not using the subsidy. WAC fees on a single new restaurant can run 10's of thousands of dollars. This program funds the subsidy from designated EDA funds, and in turn, the restaurant user receives a reduction in the fee that they pay.

The traditional Business Subsidy Application has been attached for review. Included in this application is the financial analysis as requested by the EDA. Please note that this Application has not yet been specifically updated to reflect the WAC Program. Before resources are spent updating this Application, Staff desires to know if the overall approach is consistent with previous EDA direction.

(2) Establish a Sign & Awning Grant Program

Please see attached draft Sign and Awning Program policy and application. The program provides a one-time grant to help users with the cost to upgrade/ replace/ construct new signs and awnings. The City would use the EDA Fund as the funding source. many City's use this type of program as a relatively low cost way to enhance commercial exteriors for new businesses.

This document has been updated to require Proof of Financing from a qualified lending institution as requested by the EDA.

A discussion topic will be forwarded to the Planning Commission in the future to discuss appropriate color pallettes as requested by the EDA.

(3) Expand City's Business Welcome Services

Today, when a new business comes to the City of Ramsey, staff offers "business welcome" opportunities. This includes a free facebook post, twitter post, city newsletter article, website article, grand opening ceremony services from the chamber, and a newspaper article lead. For new restaurants, staff believes the city

could expand these services to include free admission to various city events*. Please see attached draft Marketing Opportunitites.

*EDA Business Expo, EDA Golf Tournament hole sponsor, Happy Days Business Expo, Happy Days parade, Draw Event Series signage, etc.

Funding Source:

Funding for financial assistance would come from the City's EDA Account.

Recommendation:

The EDA recommends approving the three draft documents as part of the Restaurant Subsidy Program.

Action:

Motion to adopt Resolution #18-158 approving the attached policies/programs related to recruiting new restaurants.

Attachments

WAC Assistance Program

Sign and Awning Assistance Program

Restaurant Marketing Opportunities

Business Subsidy Policy Application

EDA Minutes dated June 14, 2018

DRAFT EDA Minutes dated July 12, 2018

Resolution #18-158

Form Review

Inbox

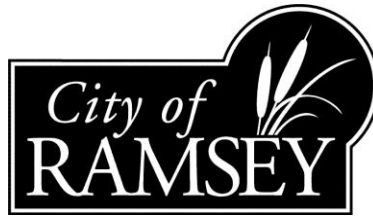
Tim Gladhill (Originator)
Kurt Ulrich
Form Started By: Tim Gladhill
Final Approval Date: 07/19/2018

Reviewed By

Tim Gladhill
Kathy Schmitz

Date

07/19/2018 04:04 PM
07/19/2018 04:07 PM
Started On: 07/17/2018 10:40 AM



Full-Service Restaurant Subsidy: Water Availability Charge Program

The Program

This subsidy program is intended to serve as a catalyst for securing new restaurants in Ramsey by providing financial assistance to qualified restaurant businesses. The full-service restaurant must be located in The City of Ramsey.

To facilitate new full-service restaurants, the EDA would provide zero interest, forgivable loans to eligible full-service restaurants for the purpose of financing their water connection fees. The maximum loan amount would be 70% of the proposed restaurant's Water Availability Charge (WAC fee). The 70% cap would ensure that the businesses are covering some of the fixed capital costs for the City's water system. The loan would be recorded as a subordinated mortgage and the principal would be forgiven if the restaurant remained in operation and in good standing with the City for five years. The loan principal would be forgiven at a rate of 20% per year.

In establishing the loan amount and the percentage of WAC subsidy, the EDA would advise the Ramsey City Council regarding several factors. The factors are (1) the size of the restaurant's capital investment, (2) the financial need and potential for long-term viability, and (3) the quality of the restaurant's concept. A full-service restaurant is defined as one that has washable plates, cups and utensils, wait staff, food served at tables, and whose projected SAC/WAC fees are charged at a rate of X unit per seat.

Funding Source

The funding for the Water Availability Charge Program will come from the EDA Fund.

Eligibility

Eligible applicants are for-profit restaurant businesses considering new or additional restaurants in The City of Ramsey. The City is willing to consider exceptions for existing business who are relocating or expanding.

Eligible businesses must devote a majority of their floor space to the restaurant concept. All applicants must be a permitted use in compliance with all laws, zoning ordinances, rules and regulations applicable to the business. The Ramsey EDA will review each application on a case-by-case basis and reserves the right to exclude activities not consistent with the City's Comprehensive Plan, or if the concept does not benefit the health, safety and welfare of the community.

Application Process

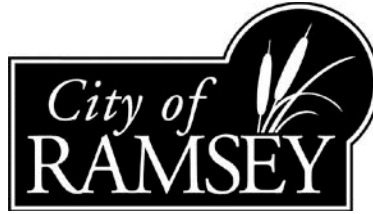
The applicant must submit a completed Business Assistance Application and all required attachments to the City's Economic Development Department. The Ramsey Economic Development Authority will make a recommendation on the full-service restaurant subsidy to the Ramsey City Council. Applicants will be notified of EDA and City Council meetings and may be asked to attend to present their request for assistance. Any financial assistance to full-service restaurants as part of this program is subject to City Council approval. Moreover, such financial assistance is limited by the availability of City Water Funds.

Implementation Procedures

The program does require the applicant pay upfront permit fees and all applicable Sewer Access Charge (SAC fees) that the City of Ramsey is required to pay on behalf of the project to the Metropolitan Council. To be in good standing with the City, applicant and/or landlords must be current on all municipal taxes, special assessments, City utility bills, or EDA loans. Principal forgiveness will cease if the applicant and/or landlords fail to be current on these obligations. Principal forgiveness will cease if the applicant discontinues the business, moves the business, or fails to comply with any and all building, fire, health, or zoning codes or regulations.

Sunset Date

The Full-Service Restaurant Subsidy Policy and Program Guidelines will expire three years (and at the end of the month) from the date this policy is approved. Financial assistance that has been approved for projects that have not yet begun by the sunset date would still be valid, unless otherwise determined by the City Council.



Restaurant Subsidy: Sign and Awning Program

The Program

The purpose of this program is to offer assistance to new Restaurants in The City of Ramsey to create or change their signs and awnings. The signs and awnings should be designed to enhance and compliment the community as well as attract customers. The Sign and Awning program uses a grant to fund the applicant's project. The grant amount is up to \$1,500. Only one Sign and Awning Program Grant shall be approved per new business. If the cost of the signs and awning exceeds \$1,500, the applicant is responsible for the difference.

Eligibility

Eligible applicants are new for-profit restaurant businesses operating in The City of Ramsey and apply within 12 months of opening to receive this assistance. All signs and awnings must be in compliance with The City of Ramsey zoning ordinance; including any required sign permits. The applicant and/or company must be in good standing with the City, applicant and/or landlords must be current on all municipal taxes, special assessments, City utility bills, or EDA loans.

The Ramsey EDA will review each application on a case-by-case basis and reserves the right to exclude activities not consistent with the City's Comprehensive Plan, or if the concept does not benefit the health, safety and welfare of the community.

Eligible applicants must provide proof of financing from a qualified lending institution or other financial statements demonstrating the ability to successfully finance the overall project.

Application Process

The applicant must submit all required information. The Ramsey Economic Development Authority will make a recommendation on the Restaurant Subsidy: Sign and Awning Program. Applicants will be notified of EDA and City Council meetings and may be asked to attend to present their request for assistance. Any financial assistance for Sign and Awning grants as part of this program is subject to City Council approval. Moreover, such financial assistance is limited by the availability of the Ramsey EDA Fund.

Contractor & Permits

A minimum of two bids per project must be obtained from contractors, the lower of which will be reimbursed, unless the work is done by the applicant. All required permits are the responsibility of the applicant.

***Important: Please work with sign professionals and be clear about the sign specifications (i.e. wood vs. metal) when soliciting bids.

Work Completion

Weather permitting; all projects must be completed within 120 days of the funding approval date. If work is completed prior to obtaining funding approval, the applicant can submit an application requesting reimbursement under the guidelines of this program. If the applicant is seeking reimbursement, a final invoice must be included with the application. The final invoice must be dated within 60 days of the date the EDA receives the application.

Disbursement Process

After an inspection by the city to verify completion of the work, a check will be issued payable to the program applicant. Before funds can be released, the following must be received by the EDA:

- 1) Final invoice from contractor (or materials list from supplier).
- 2) Photograph(s) of completed project.
- 3) Confirmation of city sign permit and final inspection.
- 4) Final inspection by the city's Economic Development Manager.

Restaurant Subsidy: Sign and Awning Program Application

Business Owner: _____

Property Owner/Management Contact Name: _____

Business Name: _____

Address to be improved: _____

Phone(s): _____

Email: _____

Short Project Description: _____

Total Improvement Cost: _____ Grant Request: _____

Contractor Name Bid Amount

1. _____

2. _____

Your application is not complete if you do not include:

1. Proof of financing from a bank
2. Minimum two bids (If you are doing the work yourself, attach a copy of the material costs on letterhead from the material supplier)
3. Sketch/Image of Project
4. Sign Permit
5. (You may apply without a permit, but EDA staff must receive it prior to disbursing funds)
6. W-9 Form
7. Photograph(s) of building prior to improvement

I AGREE with and UNDERSTAND the following:

I have read and am within the guidelines for the Sign & Awning Grant Program. I understand that if any information is incorrect or incomplete, my chances of receiving funding will be delayed and/or hindered.

Prop. Owner/Mgmt Name: _____

Signature: _____

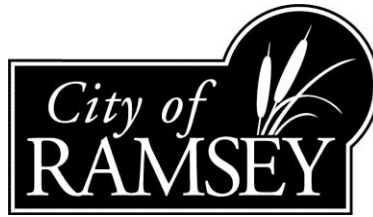
Date: _____

Applicant Name: _____

Signature: _____

Date: _____

Applications will be reviewed in the order they are received.



Restaurant Subsidy: Marketing Opportunities

The Program

The purpose of the program is to help welcome and offer opportunities for marketing to new Restaurants. There are several marketing outlets this subsidy programs has to offer through several organizations in order to maximize customer reach. These organizations include The COR, Anoka Area Chamber of Commerce, and ABC Newspapers. Marketing opportunities must be initiated by the new business. The City of Ramsey will utilize staff resources to arrange. Business responsible for applicable change. The Marketing opportunities offered by each organization are as follows.

The City of Ramsey

- A letter of recognition letter from the Ramsey Mayor, Economic Development Authority (EDA) Chair and City Administrator.
- The Business Grand Opening promoted on The COR social media including The Facebook and Twitter pages. Please provide an event flyer in PDF or JPEG format.
- A "Business Spotlight Article" in its next Ramsey Resident newsletter, circulated to about 10,000 households. Please provide your logo in JPEG format and the content you would like featured, in 250 words or less. Depending on the next issue date, the article could take 30-120 days to publish.
- Free Entry to EDA Events and Happy Days.
- Happy Days Parade and Expo with 7,000-15,000 attendees.
- Spring Business Expo with 200-500 attendees.
- Summer Golf Tournament hole sponsor with 110-144 golfers.
- Fall Networking Event with 70-90 businesses in attendance.
- To arrange any or all of these opportunities please contact The Communication and Events Specialist:

Anoka Area Chamber of Commerce

- A 'Ribbon Cutting' ceremony services for the Grand Opening. This includes giant scissors, a red ribbon, pictures, and potential media coverage to the Anoka Area of Commerce followers.
- To arrange, please contact Pete Turok, President of the Anoka Area Chamber of Commerce: 763-421-7130, pete@anokaareachamber.com

ABC Newspapers

- It is recommended that you inform the Anoka Union (ABC Newspapers) of your new business presence and/or grand opening event. They may be willing to publish an article.

- To arrange, please contact Jonathan Young, Managing Editor 763-712-3514
jonathan.young@ecm-inc.com

Eligibility

Eligible applicants are for-profit restaurant businesses that are not currently operating in The City of Ramsey. The City is willing to consider exceptions for existing business who are relocating or expanding. The applicant and/or company must be in good standing with the City, applicant and/or landlords must be current on all municipal taxes, special assessments, City utility bills, or EDA loans.

DRAFT

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 _____

**ECONOMIC DEVELOPMENT AUTHORITY
CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA**

The City of Ramsey Economic Development Authority (EDA) conducted a regular meeting on Thursday, June 14, 2018, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present: Chairperson Jim Steffen
 Member Brian Burandt
 Member Glen Hardin
 Member Dominic Kanaventi
 Member LeAnn Lambrecht (arrived at 7:32 a.m.)
 Member John LeTourneau
 Member Chris Riley

Members Absent: None

Also Present: Tim Gladhill, Community Development Director
 Kurt Ulrich, City Administrator

1. CALL TO ORDER

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

2. APPROVE AGENDA

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

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

3. APPROVE MINUTES

3.01: Approve Meeting Minutes Dated May 10, 2018

Motion by Member Riley, seconded by Member Hardin, to approve the May 10, 2018, minutes as presented.

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

4. EDA BUSINESS

4.01: Review Letter of Intent for Purchase of Property (PID #34-32-25-13-0005) 6710 Highway 10 NW Ramsey, MN (Portions may be closed to the public)

Member Lambrecht arrived at 7:32 a.m.

City Administrator Ulrich presented the staff report.

Dave Steinbring, Sterling Trophy, stated that they are a family owned and operated business that has been providing awards and engravings for over 19 years. He stated that they have evolved from just youth associations to major corporations and events. He reviewed some of the equipment the business has and noted that they have been in the location in Anoka for 15 years and have simply outgrown that space. He stated that they have been pursuing projects for the past 3.5 years in attempt to find a new location and would love to be a part of Ramsey's growth.

Chairperson Steffen asked why the applicant is attracted to this site.

Mr. Steinbring replied that they like the visibility that this site has. He noted that accessibility is also important and noted that he is not concerned with future access being provided by Riverdale Drive.

Chairperson Steffen asked for details on the timeline of the applicant.

Mr. Steinbring replied that they would like to be in the building by fall/winter of this year because they have significantly outgrown their current location. He stated that currently they have five employees and within the next ten years he would hope to have 10 employees.

Chairperson Steffen asked and received confirmation that the business, parking and stormwater facilities would only use half of the site. He asked if there are plans for the remainder of the site.

Mr. Steinbring stated that he would like to create as much square footage as possible. He noted that there are other complimentary businesses, such as apparel, that could fit well with his business.

Member Riley stated that this would be a great addition to the community and he would be interested in the redevelopment of this site, removing it from City ownership.

Member LeTourneau stated that he is also excited about the business coming to the community. He stated that the inventory for available lots for development in the community has been studied and programed. He noted that the offer price falls within the deal range and will assist in turning over properties ready for development and putting them back on the tax roll.

Chairperson Steffen received confirmation that the property has been vacant for over five years and has been on the active market for five years.

Member Burandt agreed that this is a great business and an offer within the deal range for a property that has remained vacant.

City Administrator Ulrich confirmed that the EDA is comfortable with the proposal and noted that staff will work out the details and bring a formal purchase agreement back to the EDA the following month.

4.02: Consider Extension to Purchase Agreement with Capstone Homes for Outlot C, Alpha Development

Community Development Director Gladhill presented the staff report.

Chairperson Steffen asked why the date was not originally pushed out.

Community Development Director Gladhill replied that the terms followed the standard template, noting that the phasing and timing was not fully known at that time. He stated that now that the timing and phasing is better understood, this can be considered.

Member Riley asked if this transaction would have to occur before Puma would be finished.

Community Development Director Gladhill confirmed that would be part of the plat process and Puma Street would be upgraded at that time.

Member Riley stated that it appears that no one is ready for the road extension at this time, the developer, or the City.

Community Development Director Gladhill confirmed that neither party is ready for Puma to be completed. He stated that the two existing sections will be improved this year, but the extension would not occur until the future time along with the development.

Member Hardin asked for information on the trees along Puma,

Community Development Director Gladhill referenced trees that had created a sightline issue for many years. He noted that the previous property owner was still farming the land and therefore the decision was made to delay the tree removal until development occurred. He stated that the tree removal was a City action and not on behalf of the developer.

Motion by Member Hardin, seconded by Member Burandt, to recommend to City Council to extend the Purchase Agreement by two years.

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

4.03: RCP Presentation: Restaurant Incubator Feasibility Study

Angelo Yuan stated that they have spent the last semester working with City staff on the restaurant incubator project.

Community Development Director Gladhill provided background information on the RCP program, noting that the students worked across many departments to provide ideas for the community.

Yuan stated that Ramsey is situated within 15 minutes of two existing restaurant nodes but noted that most of the options in those nodes are fast food options. He stated that north of Ramsey has limited access to the restaurant nodes. He stated that the market size for this area is 110 to 155 restaurants in total. He stated that the finalized report will be sent to the City within the next few weeks. He stated that 650 national incubators were survived, with response from about 25 incubators. He stated that it is very difficult for an incubator to make a profit. He stated that they have maps and visual representations that will be provided at a later date because of technical issues. He provided information on the market assessment for Ramsey, stating that the majority age group in Ramsey spends a large amount of money on food outside the home. He stated that there are attraction points within The COR which can draw people to the location and would benefit the market in general. He reviewed the market barriers including the Mississippi and Rum Rivers. He stated that people living on the other side of those rivers would have to travel through an established restaurant node before reaching Ramsey.

Saikat Banerjee provided information on market competition within a 15-minute drive from The COR. He stated that there were close to 342 restaurants within that radius. He stated that currently the densest nodes for restaurants would be Coon Rapids and Anoka. He provided details on the different categories of food service available in the nearby radius, noting that there is a lack of full service restaurants.

Yuan stated that overall there is opportunity for Ramsey to pursue an incubator. He reviewed the different options for an incubator including a local restaurant/caterer, food trucks, culinary school graduates, and co-packagers. He stated that they did survey food truck owners and although the results were limited, they were able to obtain very complete information on why the locations are chosen. He explained that food trucks choose their location based on food traffic and licensing abilities. He stated that a survey was also done of students and instructors at culinary schools, also getting a limited response. He noted that they were able to gather a list of potential equipment that would be needed.

Banerjee stated that a food incubator is a new concept, about one decade old. He stated that there are many types of food incubators. He noted that the key takeaway point from those surveyed include that there is a high capital start-up cost and it is difficult to make a profit. He stated that surveys of local restaurants were also done, in the hope that perhaps one of those would want to be a future tenant but noted that they received very limited response.

Yuan reviewed the short-term and long-term recommendations. He noted that the report would include the full list of information discussed today.

Community Development Director Gladhill noted that the City does not have any intention of building a brick and mortar incubator space, but this project has provided the City with talking points that could be used when talking with potential restaurant users and also when explaining the challenges of attracting a restaurant to residents of the community.

Member Kanaventi stated that if there is a market to support a large number of restaurants, he asked why a recent restaurant would then have closed within The COR.

Yuan replied that after looking at reviews and photographs they believe that perhaps the reason was due to operational errors.

Member Kanaventi asked the percentage of existing restaurants within the number that could be supported in the market.

Yuan replied that it is difficult to determine that ratio.

Community Development Director Gladhill explained that this information provides the City with a baseline of information and market leakage. He stated that this will allow the City to avoid duplication and attract the right users.

4.04: Restaurant Subsidy Program

Community Development Director Gladhill presented the staff report.

Motion by Chairperson Steffen, seconded by Member Riley, to recommend to City Council to approve the policies/programs related to recruiting new restaurants.

Further discussion: Member Riley stated that this is a huge goal and priority of the residents. He stated that these tools would not apply in full to every user but believed that it would be beneficial to give the City the highest number of tools possible. Member Hardin stated that he did not see anything listed in the policies regarding number of employees, wage of employees, or financial background data. He believed that staff should due some due diligence before providing funds. He noted that the term loan is used but was unsure if perhaps grant or award should be used in place of loan. He stated that he would want clarity before he could support the actions. Community Development Director Gladhill stated that perhaps some of the language is unclear without the actual application. He stated that he could add the language requiring a proforma. City Administrator Ulrich stated that language could be included stating that the applicant must display that they have secured financing. Member Riley referenced the water accessibility charge, which would be meant to ensure the business could be viable but noted that is tied to the real estate and an entity that would continue but would also help the user. Community Development Director Gladhill noted that underwriting costs are typically \$7,500, and therefore that would be an expense that may not be worth the return on the investment for this program. He stated that at the end of the day these are tied to the property, while restaurant users may come and go. Member Hardin disagreed. He stated that the City finance department has the capability to do the review. Chairperson Steffen stated that perhaps some of the financial information Member Hardin is looking for is included in the application. Member Hardin stated that he does not see any requirement for financial background information on the application. Community Development Director Gladhill noted that the policy could be revised to include the financial background information. He explained that the water connection program was used in the past and modeled after that previous policy. He noted that another policy was modeled after

an existing policy used by another municipality. Member Riley noted that the City has had the policy in the past. Community Development Director Gladhill confirmed the consensus of the EDA to add a financial proforma, resume, personal tax returns, and financial history would be desired. Chairperson Steffen noted that if the subsidy is being given to the real estate owner, he would be curious as to how that is being passed along to the user. He stated that the business welcome services are not financial in nature. He asked if those requirements would be desired for the sign and awning program or specific for the water connection fee. Chairperson Steffen noted that he would be less concerned with that because of the amount of subsidy. Member Hardin stated that he would like to see personal financial statement, resume, proforma. Member Riley believed that should be on a case by case basis. Chairperson Steffen noted that the current application that will be considered in the next case does not include that information. Community Development Director Gladhill noted that the applicant did provide some background information but the formal information that is being discussed now was not included. He stated that the restaurant was planning to open in mid-July and was unsure if this would change timing. City Administrator Ulrich noted that there is still a motion on the floor. He stated that delaying option one could be appropriate to add in some financial documentation. Chairperson Steffen asked and received confirmation that the other municipality that the City modeled the sign and awning language after does not require financial information. Member Burandt stated that perhaps it is fair to assume that by the time the business is requesting the sign and awning funds, they have already provided that financial information to a bank. He noted that the request is only \$1,500 and he would not require an applicant to provide a lot of financial information and redundancy. City Administrator Ulrich noted that the purpose of the sign and awning is aesthetic to make sure that the business looks nice. Member Hardin agreed that \$1,500 is not that much but believed that the City has fiduciary responsibility to review the documents. City Administrator Ulrich stated that perhaps for the sign and awning program there could simply be proof of financing from a bank provided. Member Hardin stated that he would be in agreement with that.

Chairperson Steffen withdrew the motion on the table.

Motion by Chairperson Steffen, seconded by Member Riley, to recommend to City Council to approve the sign and awning program with the addition of providing proof of financing.

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

4.05: Restaurant Subsidy Application: Kitchen Table

Community Development Director Gladhill presented the staff report.

Member LeTourneau asked if the City would have early review in terms of the style and placement or whether that would fall under the review of the Planning Commission.

Community Development Director Gladhill noted that review would be done administratively.

Member Hardin asked if there will be multiple colors allowed throughout The COR, or whether color scheme would be part of the review.

Community Development Director Gladhill stated that color is not part of the review and he would not recommend going into that level of restriction as a user typically has its own brand and coloring.

Member Hardin stated that in his opinion perhaps it would be helpful to have a policy to provide guidance for colors allowed within The COR.

Community Development Director Gladhill acknowledged that there are higher design standards within The COR, but color has not been dictated in terms of zoning or design. He stated that there could be discussion when tying the request to subsidy requests.

Member LeTourneau stated that the EDA does not work with design standards and perhaps those concerns could be brought to the Planning Commission. He suggested that it simply be a discussion and not something that would lead to future policy.

Member Hardin stated that his concern would be that there could be a hodgepodge of colors throughout The COR.

Member LeTourneau noted that sometimes there is concern with what we do not know and therefore the issue is more about consistency. He stated that there has been a lot of discussion with design standards and therefore perhaps there is something in place that would regulate.

Community Development Director Gladhill noted that colors of awnings are not discussed in the regulations.

Member Riley stated that this is the EDA and therefore colors of awnings is not a discussion this group should have. He stated that there is an administrative process that will review the design of awnings. He stated that the City government does not have a place in deciding what awnings should look like, only that they are safe and appropriate. He stated that the issue before the EDA is the subsidy request. He believed that the decision for color and awning would belong to the business owner.

Member Burandt stated that if an awning comes forward for review that was not appropriate, would it then be denied.

Community Development Director Gladhill stated that there is not regulation on the color of the awning and therefore staff cannot deny something just because they do not like it.

Chairperson Steffen stated that he is comfortable with the history and resume of the applicant. He was unsure if there is financing for the project involved.

Community Development Director Gladhill stated they will still ask for appropriate financial information.

Motion by Member Hardin, seconded by Member Burandt, to recommend to City Council approve the sign and awning assistance request from Kitchen Table.

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

4.06: Review Options for Expiring Contract with CBRE

Community Development Director Gladhill presented the staff report.

Motion by Chairperson Steffen, seconded by Member Kanaventi, to recommend to City Council extend the contract with CBRE on a month to month basis through December 31, 2018.

Further discussion: Member Hardin stated that he would like to see a plan in place for the end of the six months. Community Development Director Gladhill confirmed that staff agrees with that direction.

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

4.07: Update and Discussion Regarding NW COR Development Concepts

City Administrator Ulrich presented the staff report.

Chairperson Steffen asked for information on the price negotiation.

City Administrator Ulrich stated that there is still a 30 percent gap in the negotiations and the gap would need to be closed towards the City position.

Chairperson Steffen asked the direction of the Council following the joint meeting.

Member LeTourneau stated that he is unsure that the City has enough information to say yes or no. He stated that additional broad questions were asked in regard to site location and feedback was provided. He stated that now it is a matter of if the user would select this site and if the price can be negotiated. He stated that the Council is attempting to look at this on a policy standpoint of a business that would like to purchase land from the City and come into the community. He stated that the Council is continuing to listen about the appropriateness of the business in relation to other businesses. He believed that additional discussion will need to occur before decisions can be made. He stated that because there is a business that would like to come to Ramsey, they would like to continue the discussions.

Member Riley stated that the Council consensus was to continue to move forward, with some people hesitant.

Chairperson Steffen agreed with that position.

City Administrator Ulrich noted that the next step would be for staff to sit down with Aldi and the next step for the EDA would be to consider the purchase agreement when that moves forward.

Member Riley stated that from the EDA and City standpoint, the statement is made that the City is business friendly. He noted that the last hour was spent talking about a \$1,500 incentive and comments have been made that perhaps Aldi is not welcome. He stated that those may be some of the reasons that businesses are hesitant to come to Ramsey.

Member Hardin stated that an hour was not spent talking about a \$1,500 subsidy but the fiduciary responsibility of the City when writing policy.

Member Kanaventi stated that perhaps it would be helpful to remind the EDA of their purpose and the purpose of the Planning Commission as he does not want to waste time talking about matters that do not pertain to the EDA.

5. MEMBER / STAFF UPDATE

5.01: Business Retention and Expansion Update

City Administrator Ulrich reviewed the businesses that have been visited since the last meeting and provided a summary.

5.02: Receive Update on Ramsey Brewery; Case of Tim and Corrin O'Shaughnessy

Community Development Director Gladhill provided an update on the potential Ramsey Brewery. He stated that the case will work its way through the cycle if formally applied for this summer.

5.03: Other Updates

Community Development Director Gladhill noted that the Economic Development Manager posting closed this past week. He stated that staff will complete first interviews next week and will then complete second interviews. He stated that the intent would be to have the new employee hired by mid-July or early August.

Communications and Events Coordinator who will begin on June 23rd. He noted that the City will also be repairing the City of Ramsey sign at North Forks.

Member LeTourneau thanked the RCP members for being present today and completing the work that they did. He stated that he is excited about having access to the information and using the data to become a better community.

Chairperson Steffen welcomed the newest member of the EDA.

Member Lambrecht introduced herself and provided background information on her experience and career noting that she is excited to be a part of the group.

6. ADJOURNMENT

Motion by Member Burandt, seconded by Member Kanaventi, to adjourn the meeting.

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

The regular meeting of the Economic Development Authority adjourned at 9:26 a.m.

Respectfully submitted,

Kurtis G. Ulrich
City Administrator

ATTEST:

Tim Gladhill
Community Development Director

Draft by Amanda Staple
TimeSaver Off Site Secretarial, Inc.

**ECONOMIC DEVELOPMENT AUTHORITY
CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA**

The City of Ramsey Economic Development Authority (EDA) conducted a regular meeting on Thursday, July 12, 2018, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present: Chairperson Jim Steffen
 Member Brian Burandt
 Member Glen Hardin
 Member Dominic Kanaventi
 Member LeAnn Lambrecht
 Member John LeTourneau
 Member Chris Riley

Also Present: Tim Gladhill, Community Development Director
 Kurt Ulrich, City Administrator

1. CALL TO ORDER

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

2. APPROVE AGENDA

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

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

3. APPROVE MINUTES

3.01: Approve Meeting Minutes Dated June 14, 2018

Member Hardin noted on page five, the third paragraph, it should state, “...~~Hardin~~ Hardin...”

Motion by Member Riley, seconded by Member Burandt, to approve the June 14, 2018, minutes as amended.

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

City Administrator Ulrich introduced two new members of staff present today, Communications and Event Coordinator Megan Thorstad and Administrative Intern Heather Mohr.

4. EDA BUSINESS

4.01: Consider Purchase Agreement for 6710 Highway 10 NW; Case of PDKP Properties, LLC (Sterling Trophy)

City Administrator Ulrich presented the staff report.

Chairperson Steffen asked and received confirmation that the only change to the purchase agreement since the last review is that the approval be contingent upon the applicant receiving financing.

Member Hardin asked the position of CBRE in this sale.

City Administrator Ulrich stated that this is a CBRE listed property.

Member Hardin noted that neither the purchase agreement or letter of intent were drafted by CBRE and therefore asked if the City was the driver in this sale rather than CBRE representing both the buyer and seller.

City Administrator Ulrich stated that staff can follow up on that but believed that the applicant came directly to the City rather than to CBRE. He stated that because the property is a CBRE listed property it would fall into the category in which CBRE would receive commission.

Member Hardin asked if CBRE has earned their commission in this case.

Community Development Director Gladhill stated that can be a discussion point in the next six-month contract discussion for CBRE. He stated that the contract terms do specify that CBRE receive commission for their listed properties.

Member Letourneau stated that perhaps staff could look into the contract further. He stated that in his memory the deal range was set in order to recover the ancillary costs related to selling properties.

City Administrator Ulrich stated that the deal range typically covers the market, which has been updated in the past year. He stated that if it is the desire of the EDA, the deal range could be reviewed again.

Member LeTourneau stated that he appreciates the concern with whether the real estate broker has earned their way. He stated that there have been several parties that have shown interest in the property in the past and therefore even though that did not result in a sale, the broker is doing work for the City and showing properties.

Member Riley asked if right of re-entry will be a separate agreement or whether that is included in the agreement. He believed that element should be a standard condition, as the City is selling the land in the thought that it is being built upon.

Chairperson Steffen asked if the right of re-entry is a standard condition.

City Administrator Ulrich stated that typically that element is included. He confirmed that the modification could be made to the agreement.

Chairperson Steffen commented that this will be a great use of the land and a great business to add to the community.

Motion by Member Riley, seconded by Member Hardin, to recommend to City Council to approve the purchase agreement with PDKP Properties, LLC for roughly 1.23 acres of City owned land, contingent upon the applicant receiving financing and with the added condition that a right of re-entry agreement be added.

Further discussion: Chairperson Steffen asked if direction should be given to look into whether the broker was the agent for both the buyer and seller. It was confirmed that staff should follow up to determine that appropriate commission is paid.

Motion carried. Voting Yes: Chairperson Steffen, Members Riley, Hardin, Burandt, Kanaventi, Lambrecht, and . Voting No: None. Absent: None.

4.02: Consider Amendment to Purchase Agreement for Harvest Estates; Case of GS Land, LLC (Portions may be closed to the public)

Community Development Director Gladhill presented the staff report.

Darrell Gamer, GS Land, LLC, stated that NIC Construction needed financing for the project and GS Land started as the finance company for the project and eventually took over the development. He confirmed that they saw the original purchase agreement. He stated that absorption of the development was slow for the first two years and the absorption has been much better in 2018. He believed that the market is currently between \$70,000 to \$80,000 for lot sales. He stated that they would like to continue with the project and they attempted to be fair in the counteroffer. He stated that had the project been available to do all at once it would have been possible to move dirt from phase one to phase two but given that option was not available that did impact the costs for phase two.

Member Hardin asked if there will be a pond in that area.

Community Development Director Gladhill stated that the ponding has already been created to support the project, there is no other need to excavate additional ponding, and therefore fill will need to be imported.

Chairperson Steffen asked when the developer became aware of the need for the fill.

Mr. Gamer replied that they knew that there would be some fill needed but they were not fully aware of the scale until the engineer reviewed the plans in the second half of 2017.

Chairperson Steffen stated that the developer is asking for a discount of \$274,000 in the land price, which exceeds the cost of the fill.

Mr. Gamer confirmed that the cost of the fill would be \$250,000. He confirmed that is the total discount requested and feels that would be the price necessary to make the project work in today's market conditions.

Member LeTourneau asked for additional input on a different use or different developer.

Community Development Director Gladhill replied that discussion can be had, noting that would be a longer process but would be acceptable. He stated that the purchase agreement can lapse, and the listing can be put back on the market to determine the interest.

Member LeTourneau stated that discounting a property by \$279,000 is a large discount and the sale of the property is about recovering costs and getting the property back on the tax roll. He suggested perhaps putting the property back on the market to determine if another developer would be interested.

City Administrator Ulrich stated that going out to market might open up different considerations in terms of design. He stated that currently the design is locked in and the project could be value engineering in a different manner that could make it more viable.

Member Riley stated that he is not interested in negotiating this price. He stated that the City did not dictate the original selling price and the land has been tied up for the past three years. He stated that he believes that the City should open the property up to the market which could bring additional ideas on how to use the land and a better selling price.

Chairperson Steffen confirmed the consensus of the EDA. He asked if phase one is complete.

Community Development Director Gladhill confirmed that the infrastructure for phase one has been completed and construction of phase one is almost completed. He provided additional details on the exiting parking lot, which is functioning as a temporary cul-de-sac, noting that there are terms in the purchase agreement for phase one which address the need for a cul-de-sac improvement should phase two not move forward.

Motion by Member Riley, seconded by Member Burandt, to recommend to City Council to deny Amendment 3 to the Purchase Agreement with GS Land.

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

4.03: Review Update Restaurant Subsidy Program

Community Development Director Gladhill presented the staff report.

Chairperson Steffen confirmed that this would become a part of the business subsidy application.

Motion by Member Hardin, seconded by Member Burandt, to recommend to City Council to approve the policies/programs related to recruiting new restaurants.

Further discussion: Member LeTourneau stated that there has been feedback from the community on the desire to have additional restaurants and retail establishments in the City and this document will provide additional flexibility in order to attract additional businesses. He stated that this is a good tool and is glad that the City is using this to solve issues in today's market.

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

5. MEMBER / STAFF UPDATE

5.01: Update: Two Shovel Ready Certifications

Community Development Director Gladhill stated that developers appreciate the ability to work through the entitlement process quickly. He explained that shovel ready sites allow developers to move through that process quickly. He reviewed two properties which have qualified as shovel ready, which will gain additional exposure to possible developers.

Chairperson Steffen asked if there are any other pending shovel ready sites.

Community Development Director Gladhill stated that there are possibly other sites, but that will be delayed until a new Economic Development Director is on staff.

5.02: Business Retention and Expansion Update

Community Development Director Gladhill stated that there is not an update at this time being that this is an interim time with staffing demands. He estimated that momentum on this program would begin again in the next 30 to 60 days. He stated that there have been three second interviews for the Economic Development Director position and a job offer will be sent to the final candidate today. He stated that the job offer will be presented to the City Council on the July 24th meeting agenda and the candidate name will be made public at that time.

City Administrator Ulrich stated that the Kitchen Table, a new restaurant, is opening on July 23rd and is taking over the previous Lunchbox location. He advised of an upcoming art fair that will take place on Sunday, July 15th at Elmcrest Park.

Community Development Director Gladhill reported that the EDA Business Appreciation Day will take place on August 7th. He stated that there are still golfing spots available.

6. ADJOURNMENT

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

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

The regular meeting of the Economic Development Authority adjourned at 8:24 a.m.

Respectfully submitted,

Kurtis G. Ulrich
City Administrator

ATTEST:

Timothy Gladhill
Community Development Director

Draft by Amanda Staple
TimeSaver Off Site Secretarial, Inc.

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

RESOLUTION # 18-158

RESOLUTION APPROVING UPDATED RESTAURANT SUBSIDY PROGRAM

WHEREAS, attracting restaurants to the community has been identified as a key priority for the City of Ramsey; and

WHEREAS, attracting new restaurant users to the community via economic development tools has been recognized as a viable and reasonable approach; and

WHEREAS, the City of Ramsey has developed three (3) strategic initiatives to attract new restaurant users including a Water Availability Charge forgiveness program, a sign and awning grant program, and an expansion of the Business Welcome Services program; and

WHEREAS, these new initiatives are intended to result high benefits at low cost to the City.

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 following initiatives as part of the Business Subsidy Program:
 - a. Water Availability Charge Forgiveness Program
 - b. Establishment of a Sign & Awning Grant Program
 - c. Expansion of the Business Welcome Services Program

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

and the following voted against the same:

and the following abstained:

and the following were absent:

whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this 24th day of July, 2018

Mayor

ATTEST:

City Clerk