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

1. Call to Order

2. Presentation

3. Citizen Input

4. Consent Agenda

1. Receive September 2018 Financial Reports - General Fund and Enterprise Funds

2. Note the Following Boards and Commissions Meeting Minutes:
- Environmental Policy Board Meeting Minutes Dated August 20, 2018
- Park and Recreation Meeting Minutes Dated September 13, 2018
- Economic Development Authority Meeting Minutes Dated September 13, 2018

3. Approve the Following Meeting Minutes:
1. City Council Work Session dated 10/09/2018
2. City Council Regular dated 10/09/2018

4. Approve Licenses

5. Adopt Resolution #18-224 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of October 4, 2018 through October 17, 2018.

6. Adopt Resolution #18-200 Site Plan and a Conditional Use Permit at 9500 156th Ave NW allowing Outdoor Storage as a Principal Use contingent upon compliance with the Staff Review and City Engineer approval.

7. Adopt Resolution #18-225 Approving Lease Agreement with Todd Bialon (EZ Auto)

8. Adopt Resolution #18-226 Approving 2019 Municipal Recycling Funding Request to Anoka County

5. Approve Agenda

6. Public Hearing

7. Council Business

1. ~~Adopt Resolution #18-223 Granting Revised Site Plan Approval of Regency Ponds Self Storage Facility~~ - Tabled at the request of the applicant.

2. Consider Request for a Zoning Text Amendment to the B-1 and B-2 Business Districts and a Conditional Use Permit for the Operation of a Religious Institution in the B-1 General Business District (Project No. 18-151); Case of House of God Church
   - Adopt Ordinance #18-15 (Zoning Text Amendment)
   - Adopt Resolution #18-208 (Conditional Use Permit)

3. Consider Entering into MOU and Voluntary Cost Share Agreement with Anoka County Regional Economic Development Partnership

4. Provide Feedback on Preliminary Plat Application for Shade Tree Cottages; Case of Shade Tree Communities

5. Adopt Resolution #18-217 Supporting Metropolitan Council Funded Study for Northwest Metropolitan Area Regional Surface Water Supply System

6. Adopt Resolution #18-218 Accepting Feasibility Report for Improvement Project #18-02, HY-10 Ramsey Street Reconstructions

7. Adopt Resolution #18-219 Accepting Feasibility Report and Ordering Public Hearing for Improvement Project #19-01, Ford Brook Estates Street Reconstructions

8. Adopt Resolution #18-220 Accepting Feasibility Report and Ordering Public Hearing for Improvement Project #19-02, Brookview Estates Street Reconstructions

9. Adopt Resolution #18-221 Accepting Feasibility Report and Ordering Public Hearing for Improvement Project #19-03, Wood Pond Hills and Chestnut Ridge Street Reconstructions

8. Mayor/Council/Staff Input

9. Adjournment

CC Regular Session **4. 1.**

Meeting Date: 10/23/2018

By: Diana Lund, Finance

Information

Title

Receive September 2018 Financial Reports - General Fund and Enterprise Funds

Purpose/Background:

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

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

Action:

No action required. Informational only.

Attachments

September 2018 General Fund Financial Reports - Budget to Actual

September 2018 Enterprise Funds Financial Reports - Budget to Actual

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	10/18/2018 10:34 AM
Form Started By: Diana Lund		Started On: 10/18/2018 07:08 AM
Final Approval Date: 10/18/2018		

CITY OF RAMSEY
FINANCIAL STATEMENT

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

GENERAL FUND EXPENDITURES - BY DEPARTMENT -

Dept	-CURRENT YEAR ADOPTED BUDGET-	CURRENT YTD GENERAL LEDGER
Admin	2,077,782.00	1,401,341.10
Com Dev	928,529.00	729,180.36
Contingency	176,455.00	61,853.00
Council	151,651.00	114,568.03
Finance	492,154.00	495,142.84
Fire	1,005,890.00	734,575.09
Legal	128,400.00	75,078.43
Police	3,517,438.00	2,522,648.11
Public Works	3,644,985.00	2,733,536.00
Grand Total	**12,123,284.00**	**8,867,922.96**

GENERAL FUND EXPENDITURES - BY CATEGORY -

Category	-CURRENT YEAR ADOPTED BUDGET-	-CURRENT YTD GENERAL LEDGER-
Capital Outlay	710,510.00	566,251.77
Debt Service	119,455.00	61,853.00
Other Services & Charges	2,716,162.00	1,924,702.77
Personal Services	7,728,382.00	5,770,765.42
Supplies	848,775.00	544,350.00
Grand Total	**12,123,284.00**	**8,867,922.96**

GENERAL FUND REVENUES - BY CATEGORY -

Category	-CURRENT YEAR ADOPTED BUDGET-	-CURRENT YTD GENERAL LEDGER-
Taxes	9,400,242.00	5,039,576.63
Charges for Services	710,244.00	608,495.48
Business Licenses/Permits	33,750.00	62,084.28
Fines and Forfeits	68,700.00	30,674.80
Federal Intergovernmental	8,000.00	-
State Intergovernmental	351,750.00	545,431.98
Interest	70,000.00	-
Miscellaneous	31,000.00	18,105.18
Non-Business Licenses/Permits	479,000.00	759,889.94
Transfers in	970,598.00	237,500.00
Grand Total	**12,123,284.00**	**7,301,758.29**

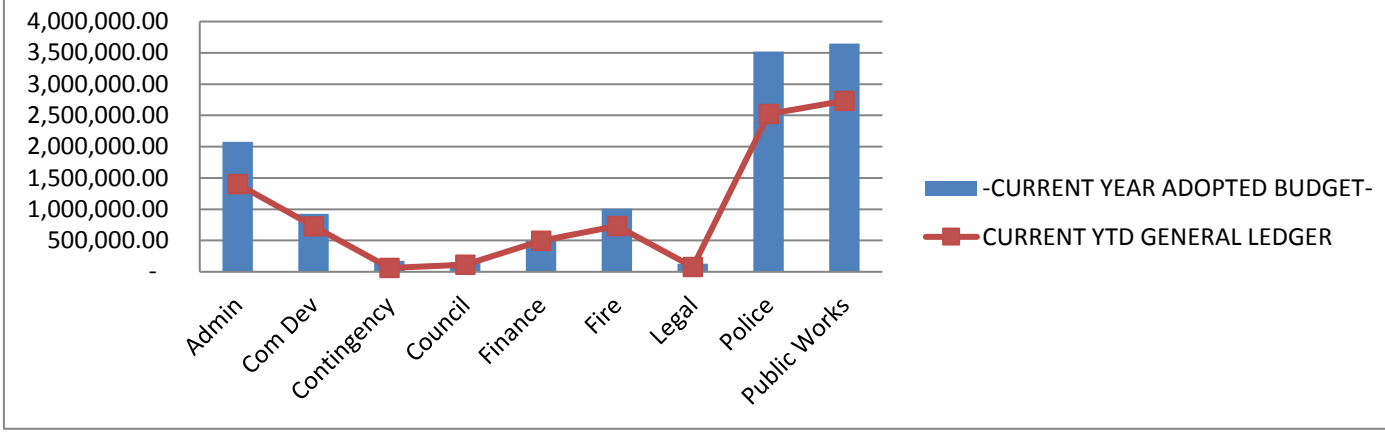
This report reflects year to date revenue and expenditures as compared to annual budget.
It does not reflect fund balance.

PREPARED BY: FINANCE DEPARTMENT

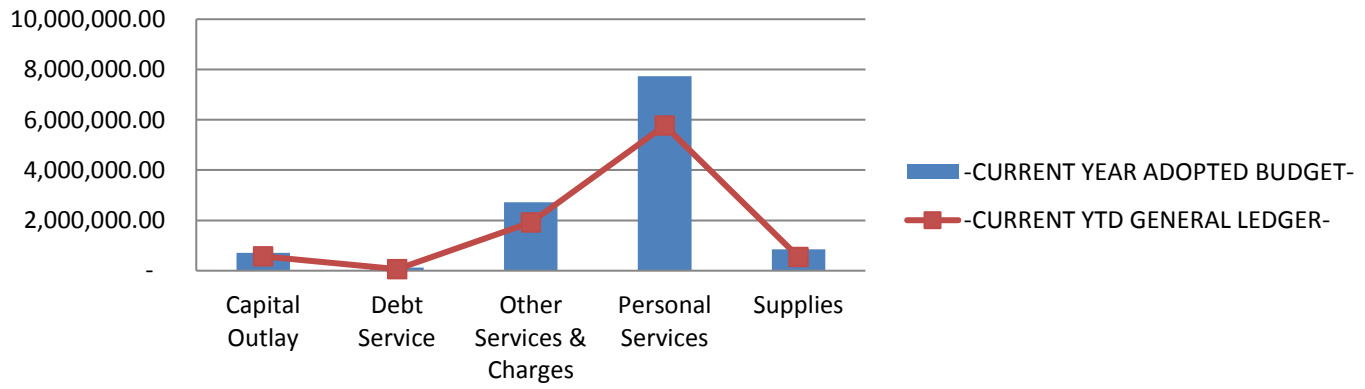
CITY OF RAMSEY
FINANCIAL STATEMENT

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

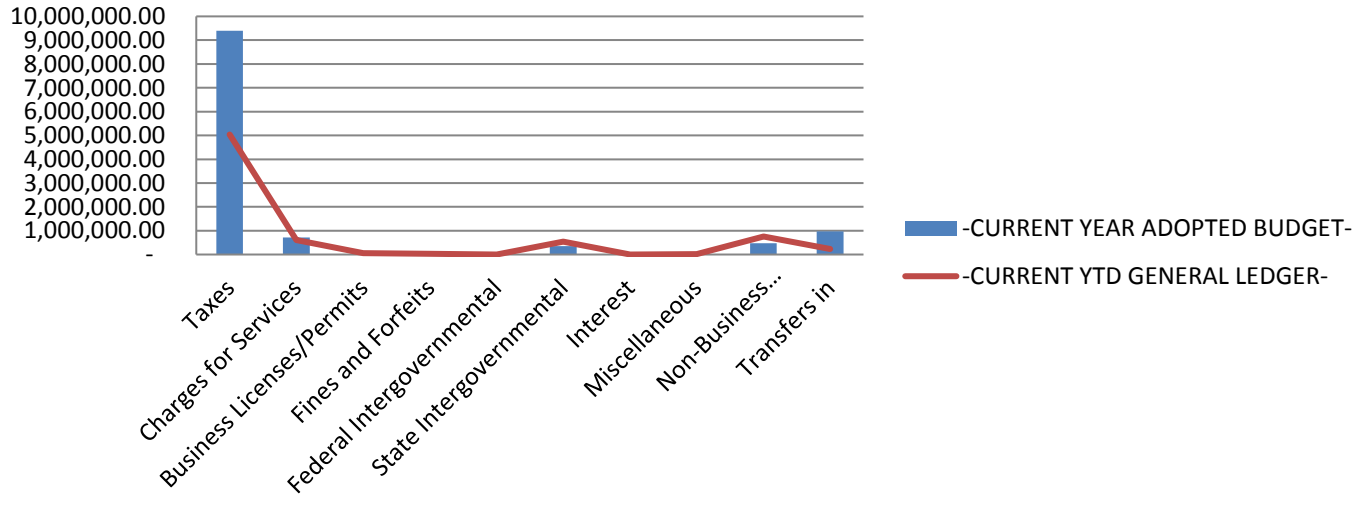
GENERAL FUND EXPENDITURES - BY DEPARTMENT



GENERAL FUND EXPENDITURES - BY CATEGORY



GENERAL FUND REVENUES



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

CITY OF RAMSEY
FINANCIAL STATEMENT

JANUARY 1, 2018 THROUGH PERIOD ENDING: September 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)	(8,502.78)	70.86%
4609	OTHER MISCELLANEOUS REVENUES	62,000.00	61,909.90	99.85%
4651	WATER REVENUE		4,316.52	0.00%
4652	WATER SALES - RESIDENTIAL	1,120,202.00	687,812.16	61.40%
4653	WATER SALES-COMMERCIAL	653,131.00	314,172.19	48.10%
4654	WATER PENALTIES	35,859.00	18,641.15	51.98%
4655	WATER METER INSTALLATION	15,000.00	14,560.00	97.07%
4656	WATER METERS	32,000.00	36,258.00	113.31%
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)		939,444.00	0.00%
4601	MISCELLANEOUS REVENUE		1,367.62	0.00%
Grand Total		**2,026,692.00**	**2,078,769.99**	

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	122,592.17	51.90%
6103	FULL TIME-REGULAR-OVERTIME	13,500.00	10,600.53	78.52%
6105	TEMPORARY-WAGES & SALARIES	17,066.00	5,316.07	31.15%
6121	PERA CONTRIBUTIONS	47,422.00	10,730.00	22.63%
6122	FICA/MEDICARE CONTRIBUTIONS	19,523.00	11,506.06	58.94%
6131	GROUP INSURANCE	33,177.00	19,107.37	57.59%
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	2,418.21	96.73%
6225	DIESEL FUEL	4,000.00	3,326.37	83.16%
6229	SHOP MATERIALS	500.00	153.50	30.70%
6231	UNIFORMS & TURN-OUT GEAR	2,900.00	2,495.83	86.06%
6249	MISCELLANEOUS OPERATING SUPPLY	18,000.00	11,553.53	64.19%
6257	OTHER VEHICLE PARTS	7,000.00	3,249.83	46.43%
6273	UTILITY SYSTEM MAINT SUPPLIES	75,000.00	62,147.45	82.86%
6281	SMALL TOOLS & MINOR EQUIPMENT	6,000.00	4,469.64	74.49%
6292	WATER METERS FOR RESALE	55,000.00	58,191.53	105.80%
6315	MISCELLANEOUS PROFESSIONAL SER	150,000.00	95,082.00	63.39%
6322	POSTAGE	2,600.00	712.02	27.39%
6323	CELLULAR PHONES	2,900.00	2,140.07	73.80%
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	89,901.13	71.92%
6373	GAS	3,000.00	1,519.74	50.66%
6374	REFUSE/RECYCLING	700.00	512.30	73.19%
6381	BUILDING & STRUCTURE REPAIR	3,000.00	2,459.66	81.99%
6439	OTHER MISCELLANEOUS	58,000.00	-	0.00%
6451	MEMBERSHIP DUES	500.00	1,240.00	248.00%
6489	OTHER CONTRACTED SERVICES	74,000.00	20,670.52	27.93%
6550	MOTOR VEHICLES		7,744.00	0.00%
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**	**591,630.01**	

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

CITY OF RAMSEY
FINANCIAL STATEMENT

JANUARY 1, 2018 THROUGH PERIOD ENDING: September 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: September 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)	(7,752.12)	70.47%
4356	SEWER AVAILABILITY CHARGE-ADM	3,000.00	7,281.05	242.70%
4609	OTHER MISCELLANEOUS REVENUES	5,000.00	-	0.00%
4661	RESIDENTIAL-SEWER CHARGES	1,161,216.00	601,172.83	51.77%
4662	COMMERCIAL-SEWER CHARGES	360,000.00	184,339.43	51.21%
4663	SEWER PENALTIES	42,030.00	20,440.87	48.63%
4701	INTEREST ON INVESTMENTS	80,000.00	-	0.00%
4702	MISCELLANEOUS INTEREST	15,581.00	-	0.00%
4606	DEVELOPER FEES (WAC)	2,000.00	413,854.00	20692.70%
4601	MISCELLANEOUS REVENUE		1,367.64	0.00%
Grand Total		**1,657,827.00**	**1,220,703.70**	

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	55,671.05	35.83%
6103	FULL TIME-REGULAR-OVERTIME	-	784.65	0.00%
6105	TEMPORARY-WAGES & SALARIES	-	8,149.01	0.00%
6121	PERA CONTRIBUTIONS	24,361.00	4,887.55	20.06%
6122	FICA/MEDICARE CONTRIBUTIONS	11,988.00	5,156.18	43.01%
6131	GROUP INSURANCE	11,396.00	-	0.00%
6133	WORKERS COMP INSURANCE PREMIUM	5,013.00	-	0.00%
6223	GASOLINE	3,500.00	2,481.33	70.90%
6225	DIESEL FUEL	2,500.00	1,235.72	49.43%
6249	MISCELLANEOUS OPERATING SUPPLY	17,000.00	2,540.11	14.94%
6257	OTHER VEHICLE PARTS		621.74	0.00%
6275	OTHER EQUIPMENT PARTS	5,000.00	1,354.27	27.09%
6315	MISCELLANEOUS PROFESSIONAL SER	70,000.00	11,365.30	16.24%
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	7,895.48	46.44%
6373	GAS	3,000.00	1,304.00	43.47%
6374	REFUSE/RECYCLING	700.00	512.30	73.19%
6377	SEWER SERVICE CHARGE	757,216.00	631,012.90	83.33%
6388	OTHER VEHICLE REPAIR		64.00	0.00%
6489	OTHER CONTRACTED SERVICES	24,000.00	10,393.87	43.31%
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**	**781,645.46**	

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: September 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)	(2,285.67)	91.43%
4681 CHARGES FOR STREET LIGHTS	146,800.00	75,612.27	51.51%
4683 STREET LIGHTING PENALTIES	6,968.00	3,370.96	48.38%
4701 INTEREST ON INVESTMENTS	10,000.00	-	0.00%
4684 PRIORITY STREET LIGHT	50,680.00	25,679.41	50.67%
Grand Total	**211,948.00**	**102,376.97**	

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	77,929.42	59.95%
6489 OTHER CONTRACTED SERVICES	14,000.00	10,586.01	75.61%
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**	**108,515.43**	

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CITY OF RAMSEY
FINANCIAL STATEMENT

JANUARY 1, 2018 THROUGH PERIOD ENDING: **September 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)	(2,658.27)	88.61%
4287 OTHER LOCAL GOVERNMENT GRANTS	69,000.00	-	0.00%
4609 OTHER MISCELLANEOUS REVENUES	-	3,092.94	0.00%
4671 RECYCLING CHARGES	302,000.00	155,143.39	51.37%
4672 RECYCLING PENALTIES	8,000.00	4,957.80	61.97%
4701 INTEREST ON INVESTMENTS	2,000.00	-	0.00%
Grand Total	**378,000.00**	**160,535.86**	

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	10,364.50	49.58%
6103 FULL TIME-REGULAR-OVERTIME	-	683.69	0.00%
6104 PART TIME-WAGES & SALARIES	7,280.00	-	0.00%
6105 TEMPORARY-WAGES & SALARIES		70.00	0.00%
6121 PERA CONTRIBUTIONS	2,114.00	828.54	39.19%
6122 FICA/MEDICARE CONTRIBUTIONS	2,165.00	749.14	34.60%
6131 GROUP INSURANCE	2,359.00	-	0.00%
6133 WORKERS COMP INSURANCE PREMIUM	223.00	-	0.00%
6249 MISCELLANEOUS OPERATING SUPPLY	25,000.00	21,057.76	84.23%
6322 POSTAGE	400.00	218.70	54.68%
6489 OTHER CONTRACTED SERVICES	316,000.00	240,023.45	75.96%
6820 OPERATING TRANSFERS TO OTHER F	11,500.00	11,500.00	100.00%
Grand Total	**387,947.00**	**285,495.78**	

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CITY OF RAMSEY
FINANCIAL STATEMENT

JANUARY 1, 2018 THROUGH PERIOD ENDING: **September 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)	(3,922.80)	93.40%
4693	STORM WATER-RESIDENTIAL	511,920.00	260,300.04	50.85%
4694	STORM WATER-COMMERCIAL	503,064.00	260,890.68	51.86%
4695	STORM WATER-PENALTIES	18,427.00	11,430.57	62.03%
4701	INTEREST ON INVESTMENTS	10,000.00	-	0.00%
Grand Total		**1,039,211.00**	**528,698.49**	

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	24,560.39	19.10%
6105	TEMPORARY-WAGES & SALARIES	-	1,396.05	0.00%
6121	PERA CONTRIBUTIONS	24,350.00	1,946.85	8.00%
6122	FICA/MEDICARE CONTRIBUTIONS	9,863.00	1,970.97	19.98%
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	2,867.16	63.71%
6249	MISCELLANEOUS OPERATING SUPPLY	10,000.00	2,192.13	21.92%
6257	OTHER VEHICLE PARTS	9,000.00	4,444.19	49.38%
6315	MISCELLANEOUS PROFESSIONAL SER	60,000.00	12,539.75	20.90%
6361	GENERAL LIABILITY/PROPERTY INS	8,000.00	-	0.00%
6371	ELECTRIC UTILITIES	2,500.00	1,751.52	70.06%
6373	GAS	2,500.00	1,084.27	43.37%
6374	REFUSE/RECYCLING	700.00	512.27	73.18%
6451	MEMBERSHIP DUES	20,000.00	19,960.00	99.80%
6489	OTHER CONTRACTED SERVICES	40,000.00	9,476.81	23.69%
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**	**114,702.36**	

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

CC Regular Session **4. 2.**

Meeting Date: 10/23/2018

By: JoAnn Shaw, Community Development

Information

Title

Note the Following Boards and Commissions Meeting Minutes:

- Environmental Policy Board Meeting Minutes Dated August 20, 2018
- Park and Recreation Meeting Minutes Dated September 13, 2018
- Economic Development Authority Meeting Minutes Dated September 13, 2018

Attachments

EPB Minutes

Park Minutes

EDA Minutes

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	10/18/2018 10:26 AM
Form Started By: JoAnn Shaw		Started On: 10/11/2018 09:14 AM
Final Approval Date: 10/18/2018		

ENVIRONMENTAL POLICY BOARD
CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA

On Monday, August 20, 2018, the Environmental Policy Board (EPB) met in the Lake Itasca Room at the Ramsey Municipal Center, 7550 Sunwood Drive N.W., Ramsey, Minnesota.

Members Present:	Chairperson Michael Valentine Board Member Jane Covart Board Member Melissa Fetterley Board Member Michael Madison Board Member Laura Moore
Members Absent:	Board Member Reid Bernard Board Member Michael Hiatt
Also Present:	City Planner Chris Anderson City Council Liaison 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 Covart and seconded by Board Member Fetterley to approve the agenda as submitted.

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

4. APPROVE MINUTES

4.01: Approve Meeting Minutes Dated July 16, 2018

Motion by Board Member Covart and seconded by Board Member Madison to approve the regular meeting minutes dated July 16, 2018.

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

5. POLICY BOARD BUSINESS

5.01: Consider Landscape Plan for Bunker Lake Industrial Park 2nd Addition

City Planner Anderson presented the staff report. He stated that the City has received an application for Final Plat and Site Plan for a new industrial building to be located within the Bunker Lake Industrial Park (BLIP). The submittal package includes a Landscape Plan per the requirements of City Code Section 117-124. Based on the initial tree removal for the entire BLIP project area, which consists of approximately 45 acres, there are also reforestation requirements that must be satisfied.

City Council Liaison LeTourneau referenced the reforestation requirement and asked for additional details.

City Planner Anderson stated that the overall site is well deficient on the overall number of inches that will be required. He stated that this plan meets the base landscaping requirements for this one building site, but additional planting will need to continue to occur on the remainder of the site as well.

City Council Liaison LeTourneau stated that it seems then that the tally of trees being replanted is being tracked and will continue to be tracked as development on this overall site continues.

City Planner Anderson provided additional clarification on the tree preservation ordinance and noted that if the replacement trees cannot all be provided on the site; the developer could also pay into the City's fund that is used to plant trees throughout the community.

City Council Liaison LeTourneau stated that the developer has done a great job on the development that occurred in the business park thus far, providing a quality product.

Motion by Board Member Covart and seconded by Board Member Madison to recommend approval of the Landscape Plan contingent upon compliance with the Staff Review Letter.

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

5.02: Review Request for an Amendment to the Current Topsoil Standard

City Planner Anderson presented the staff report. He stated that the City has received a written request to consider an amendment to the current topsoil requirement. Presently, the issuance of any Building Permit for a new principal building (residential and commercial/industrial buildings) triggers installation of four inches of topsoil meeting MnDOT's Premium Topsoil Borrow specification, across all disturbed areas not otherwise improved with impervious surfaces (e.g. building, walkways, driveways, etc.). Staff has not prepared any draft ordinance amendment but did want to initiate a discussion with the EPB about what information will be helpful for a future discussion on this topic. He stated that staff received an email this afternoon from PSD, which he provided to the Board prior to the meeting, and stated that PSD would like to leave the topsoil requirement as is and focus more on education on the homeowner level. He stated that part of the concern is that perhaps the first homeowner is aware of the topsoil requirement, however when the property changes ownership the information is not passed on to future owners. He stated that staff

continues to research water conservation techniques and it is becoming apparent that the most effective water conservation tool is the smart sensor technology for inground irrigation systems.

Board Member Covart asked what would happen if there is not enough topsoil.

City Planner Anderson stated that presently the City's engineering staff does the topsoil inspection and provided additional details. He stated that if the sod is laid prior to inspection the builder would need to roll back the sod to allow for the inspection.

Board Member Fetterley stated that she would like to see comparisons from other communities. She stated that as a recent homeowner in the community they installed a smart sensor without knowing the requirement of the City. She stated that they have seen a decrease in their water bill after installing that technology. She noted that if builders are installing the smart sensor, there should not be an issue with over watering going forward. She agreed that education of existing homeowners and with the change in ownership of property would be helpful but noted that if the smart sensor is installed that should prevent over watering.

City Planner Anderson stated that the irrigation amendment was done more recently and agreed that the City should not see the issue as much moving forward. He stated that the cost to meet the topsoil requirement for the smaller lots is about $5,000, while the cost to meet the requirement for larger rural parcels would be higher.

Board Member Madison asked for details on the Capstone request.

City Planner Anderson stated that Capstone is aware of the City requirement. He stated that the City has created a list of pre-approved soil suppliers. He stated that if an alternate supplier is used, the developer/resident would have to have the soil tested.

Board Member Madison asked where the soggy yards are occurring for Capstone.

City Planner Anderson stated that could occur in swale areas that are lower in elevation. He provided additional information on the grading requirement of the City.

Board Member Madison referenced a relation of flat lots that use sump pumps and soggy lawns and asked if there is a requirement for drain tile for flat lots.

City Planner Anderson replied that the City does not have that requirement.

Board Member Fetterley asked if there are unintended consequences that could arise from changing the topsoil requirement.

City Planner Anderson stated that Capstone is not requesting to eliminate the topsoil requirement but is asking to eliminate the MnDOT certified soil requirement and instead use a standard topsoil mix. He stated that standard topsoil would have between one and three percent organic material while the City's specification requires at least five percent organic material. He stated that the perception could be that additional watering is required but did not believe homeowners think along those lines. He stated that in relation to erosion control, that is considered to be met once

sod is installed or if grass seed is used, once grass has been fully established. He did not think a change in the topsoil specification would result in greater erosion concerns.

Board Member Fetterley stated that if there is less quality soil, people may water more frequently or not water enough to maintain grass/sod.

City Planner Anderson stated that multiple professors at the University of Minnesota have said that grass does not truly die, as it only goes dormant and once watered again, most will start growing again.

Chairperson Valentine referenced the regulations of neighboring communities and whether they have a soil type specification as well as depth.

City Planner Anderson confirmed that he would obtain that information from neighboring communities prior to the next time this topic is discussed, specifically what the definition of topsoil is, the amount of topsoil that is required, and the manner in which topsoil is required to be applied. He was unsure that any other communities have identified the premium topsoil specification that Ramsey has identified.

City Council Liaison LeTourneau asked if there would be a different definition of base soil for neighboring communities, specifically whether their base soil is also sand or perhaps clay.

Chairperson Valentine agreed that it would be important to compare other communities that have a similar sandy base soil that Ramsey has.

City Planner Anderson stated that Plymouth has clay soils and therefore comparing their requirements to Ramsey's would be like comparing apples to oranges. He agreed that it would be more important to focus on areas like Elk River and Andover as those are similarly growing communities that also have sandy soils. He stated that although Blaine is more developed, they also have sandy soils and perhaps that would also be a good comparison.

City Council Liaison LeTourneau stated that it would also be interesting to find out the other communities' orientation on water conservation. He noted that Ramsey is very orientated towards water conservation and if other communities do not share that concern, they may not have the same requirements. He stated that it is his understanding that Ramsey is handling the majority of the recharge of the aquifer while the discharge is being shared.

Board Member Fetterley referenced the educational standpoint and stated that perhaps there could be brainstorming on the information that would need to be shared. She noted that there are different areas of the community, noting that her property has no topsoil and is mostly sand and some property owners have City water while others have well water and therefore there would need to be different educational information shared to different property owners.

City Planner Anderson stated that the Board previously developed a water conservation toolbox that could be updated and perhaps there could be discussion of time appropriate information shared in the City newsletter and on the website for this topic. He stated that part of the challenge is that the City can make the information available but cannot make people read the information. He

stated that perhaps there would be an opportunity to include information in the new resident mailing and packet that is made available to new residents.

Board Member Fetterley asked if the Board could target the irrigation companies that work in this area to assist in education of homeowners. She stated that her family has an irrigation company they work with that actually suggested the smart sensor.

City Planner Anderson stated that existing irrigation systems are not subject to the smart sensor requirement and explained that the intention was that any new systems installed would need to have the sensor.

City Council Liaison stated that the City's Communication Specialist could also possibly assist in the educational component.

City Planner Anderson confirmed that he would likely be working with the Communication Specialist on the educational components.

City Council Liaison LeTourneau asked the timeline of when this would move forward to the Council.

City Planner Anderson reviewed the potential schedule for this item noting that perhaps this would move to the Council in November or December. He stated that if there is any change, his intent would be to implement the change prior to the construction season in 2019.

City Council Liaison LeTourneau stated that he will appreciate the input of the Board Members at the future discussions in order to better represent their opinion when this does move forward to the City Council.

City Planner Anderson confirmed that to be his intention. He noted that the intent tonight was simply to introduce the discussion to the Board and obtain input on what the Board would find helpful for the next discussion.

Board Member Moore stated that it would be helpful to have the information from the City Engineer on the University of Minnesota session he attended regarding topsoil and watering.

6. BOARD / STAFF INPUT

- **Summer Recycling Event – 265 Vehicles**

City Planner Anderson stated that the summer recycling event was held at the end of July. He reported that there were 265 vehicles at the event, along with two walkers. He stated that people are taking advantage of the event and estimated about 50 more vehicles at this summer's event compared to the 2017 summer event. He believed that the participation would continue to grow along with the other recycling events. He highlighted some of the significant items that were received through the event.

Board Member Moore stated that she saw far more advertising for the spring event than the fall or summer events and commended staff for the marketing efforts.

7. ADJOURNMENT

Motion by Board Member Fetterley and seconded by Board Member Covart to adjourn the meeting.

The meeting adjourned at 7:33 p.m.

Respectfully submitted,

_____
Chris Anderson
City Planner

ATTEST:

_____
JoAnn Shaw
Community Development Secretary

Drafted by Amanda Staple
TimeSaver Off Site Secretarial, Inc.

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

The Ramsey Park and Recreation Commission conducted a regular meeting on September 13, 2018, at Trott Brook Trailhead - Boardwalk, 16701 Variolite Street NW**.**

Commission Members Present:	Chair Shane Bennett (arrived at 6:32 p.m.) Vice Chair Brandon Sis Commissioner Jennifer Leistico Commissioner Jon Trappen Commissioner Russell Bayer
Commission Members Absent:	Commissioner Andrew Andrusko
Also Present:	Parks & Assistant Public Works Superintendent Mark Riverblood

1. CALL TO ORDER

Vice Chair Sis called the Park and Recreation Commission meeting to order at 6:31 p.m.

2. CITIZEN INPUT

Katie Gibbert, 16845 Marble Street, NW, stated she and her family have been using the new Boardwalk, and they think it is a great addition to the neighborhood and to the City. She thanked City Council and the Commission.

3. APPROVE AGENDA

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

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

Chair Bennett arrived at 6:32 p.m.

4. APPROVE MINUTES

4.01: Approve Park and Recreation Commission Meeting Minutes

Motion by Chair Bennet, seconded by Commissioner Trappen, to approve the following Park and Recreation Commission Regular Meeting Minutes, as presented:

1) Park and Recreation Commission Regular Meeting Minutes dated August 9, 2018.

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

5. COMMISSION BUSINESS

5.01: Clarify Terms of Use Policy for Amphitheater Reservations

Parks & Assistant Public Works Superintendent Riverblood presented a consideration to revise the Facility Use Rental Policy to clarify the use of The Draw's Amphitheater. The Amphitheater is in close proximity to the apartment building, Parkview East. Increasingly, more groups are requesting to use the Amphitheater. There should not be boisterous activity there on school nights; having bands there at 8:00 p.m. or after on a school night may not be a good idea. He advised that this policy revsion should not present a big imposition. Each year the staff updates and modifies the policy.

Vice Chair Sis asked if this policy will apply only to events with amplified music, or to all events.

Parks & Assistant Public Works Superintendent Riverblood explained there is some discretion allowed. It is written for events or amplified music. However, some events without amplified music can still be boisterous.

Chair Bennett asked about the current policy.

Parks & Assistant Public Works Superintendent Riverblood stated City Code calls for activities to ease at 10:00 pm at any parks without a special-events permit. For concerts, a special-events permit is required. The Code still includes some obsolete sections, and staff has not been able to update everything. He noted that the parks in The COR should be 24-hour parks. A lot of people work nights, and they should have access to those downtown parks. That is an example of City Code not being current with 2018.

Motion by Chair Bennett, seconded by Commissioner Trappen, to add the following language to the City Code: “the Amphitheater will generally not be reserved for events or amplified music after 7 PM Sunday through Thursday, when K-12 schools are in session.”

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

6. COMMISSION/STAFF INPUT

Parks & Assistant Public Works Superintendent Riverblood provided an update on the Central Park ballfield renovations; the annual trail overlay program, and the Boardwalk budget.

7. ADJOURNMENT

Motion by Chair Bennett, seconded by Commissioner Trappen, to adjourn the meeting.

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

The Park and Recreation Commission meeting adjourned at 6:43 p.m.

Respectfully submitted,

_____
Mark Riverblood
Parks & Assistant Public Works Superintendent

Drafted by Allison Burr
TimeSaver off Site Secretarial, Inc.

ECONOMIC DEVELOPMENT AUTHORITY
CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA

The City of Ramsey Economic Development Authority (EDA) conducted a regular meeting on Thursday, September 13, 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

Members Absent: None

Also Present: Tim Gladhill, Community Development Director
Sean Sullivan, Economic Development Manager
Diana Lund, Finance Director

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, Lambrecht, LeTourneau, and Riley. Voting No: None. Absent: None.

3. APPROVE MINUTES

3.01: Approve Meeting Minutes Dated August 9, 2018

Motion by Member Hardin, seconded by Member Riley, to approve the August 9, 2018, minutes as presented.

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

4. EDA BUSINESS

4.01: Receive Update on 2019 Preliminary General Fund Budget and Levy

Finance Director Lund presented the staff report.

Member Hardin referenced the debt summary and asked if those are fixed rate.

Finance Director Lund confirmed that the City does not carry variable rate debt and therefore they are all fixed rate.

Member Hardin asked for information on fiscal disparities.

Finance Director Lund explained that the fiscal disparity pool was put in place around 1970 and is based on the growth of commercial development and the sharing of tax base.

Chairperson Steffen asked if there are any controversial items or what could perhaps be cut from the budget.

Finance Director Lund stated that she presented the five options within the handout at the last Council meeting and the consensus of the Council was for an option 3A, which would use the amount from option three but would also provide the option to bring a second officer on in October 2019. She noted that in September the Council will adopt a preliminary budget and the amount could only be lowered after that time until the final budget is adopted in December.

Member Riley stated that the Council has discussed this topic in worksession multiple times and one of the biggest issues has been staffing. He stated that the Council will consider the preliminary budget at the next meeting in September at the regular meeting. He welcomed comments from the EDA and residents. He stated that he is unsure that everyone will vote in favor for the budget. He noted that there is use of funds in this budget that help to mask some of the increases and advised that although that has a positive impact this year, there will be additional impacts in future years. He stated that although the property values have substantially increased over the past few years, he does not believe that the budget should rise in the same manner.

Finance Director Lund stated that until the tax statements are received in November, the levy amount should be the focus as the overall impact to the tax payer will not be known until the other agencies submit their amounts.

4.02: Review 2018 EDA Business Appreciation Day Event

Community Development Director Gladhill presented the staff report.

Chairperson Steffen stated that he would love to see attendance back to 120 to 130.

Community Development Director Gladhill stated that in the past there was consistent attendance around 140 and did not believe that should be a problem in the future with increased attention from staff.

Economic Development Manager Sullivan stated that he believed that there were some problems with conflicting events on the date this year. He stated that in the past when he worked for the City, there was larger participation and believed that moving the event back to the third Tuesday and providing additional focus from staff will increase attendance.

Member Kanaventi stated that he felt the event was very well organized and had great food, as a first-time attendee.

Member LeTourneau stated that he attended the event and also thought it was well run. He suggested the possibility of moving the event into July, which would move the event further from the Happy Days event. He commented that this event occurs for a larger purpose, as this is a business retention activity and believed that this is time and money well spent as a healthy business community is good for the City. He stated that the numbers are not as important as having a good group of businesses together networking and communicating.

Community Development Director Gladhill noted that staff can bring the topic back in the future for further discussion on the date.

4.03: Approve Program Outline, Speakers and Emcee for 2018 EDA Business Networking Event

Economic Development Manager Sullivan presented the staff report.

Chairperson Steffen asked if staff is also in the process of securing panelists.

Economic Development Manager Sullivan reviewed the panelists that have been secured.

Member LeTourneau expressed appreciation to staff for putting this together. He asked how firm this agenda is and stated that he would like to talk more about the second agenda item. He asked if that is the issue that warrants this much attention for the business community, specifically whether there is enough material included in the initiative or whether another topic may be more appropriately aligned to inform the business community.

Community Development Director Gladhill stated that there is enough material in the Anoka County initiative and it is a positive benefit to the community. He noted that staff plans to provide an update on the topic to the EDA at the October meeting, ahead of the event. He also recognized the input that some broader initiatives could be helpful and could be part of the City updates, using the example of the Highway 10 corridor.

Member LeTourneau stated that he feels like there have been many opportunities for the Anoka County initiative to be introduced throughout the County and asked if there will be new information provided.

Chairperson Steffen asked if the group has heard about the topic many times and asked staff for a quick summary of the item.

Community Development Director Gladhill stated that the initiative was originally started by Connexus Energy and started with an economic development study completed earlier in 2018 and ultimately led to the hiring of an Economic Development Coordinator at Anoka County. He provided additional information on how the Anoka County team will assist communities throughout the County, providing supplemental services, or for smaller communities providing much more assistance, along with marketing. He stated that Ramsey participates in the partnership for a cost of $1,500 per year to help pay for the marketing efforts. He stated that perhaps the Anoka County staff person attend the October EDA meeting to provide additional input to the EDA.

Chairperson Steffen agreed that it would be good to have the Anoka County staff person attend the October EDA meeting and suggested that staff provide more details on the City update portion of the event at that time as well.

5. MEMBER / STAFF UPDATE

The EDA reviewed the Staff Update.

Community Development Director Gladhill thanked everyone in the planning team that contributed to the success of the Happy Days event this past weekend. He reported that the Affinity at Ramsey project has begun construction will the intent of opening late 2019 or early 2020. He stated that Ramsey Elementary School is continuing its construction will the intent of opening for the fall 2019 school year. He stated that as the community continues to grow, there is more pressure placed on infrastructure and the Council continues to plan for the increased capacity.

Member LeTourneau referenced the interfund loan and asked the original amount of the loan.

Finance Director Lund replied that the original amount was about $2,000,000. She stated that funds from water and sewer, the remaining letter of credit and HRA funds were used. She noted that once the loan is fully repaid, the policy identifies that proceeds will be allocated towards parks but noted that is at the discretion of the Council.

Member LeTourneau recognized that the original amount of the loan was $2,000,000 and the City has been able to reduce that amount to $700,000 through the sale of City owned land. He noted that each purchase of property within The COR, continues to reduce that interfund loan and places those properties back on the tax base.

Economic Development Manager Sullivan stated that in the past 2.5 weeks that he has been on staff he has been meeting with businesses and continuing with business retention visits and provided an update. He stated that it has been great to connect with businesses that he has worked with in the past and developing new connections. He stated that he has also attempted to

incorporate himself into projects that have also begun in attempt to become part of those processes, and the sale of property is simply the first step in a long relationship.

6. ADJOURNMENT

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

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

The regular meeting of the Economic Development Authority adjourned at 8:18 a.m.

Respectfully submitted,

_____
Sean Sullivan
Economic Development Manager

ATTEST:

_____
Monika Maxey
Economic Development Administrative Assistant

Draft by Amanda Staple
TimeSaver Off Site Secretarial, Inc.

CC Regular Session **4. 3.**

Meeting Date: 10/23/2018

By: Katie Schmidt, Administrative Services

Information

Title

Approve the Following Meeting Minutes:

1. City Council Work Session dated 10/09/2018
2. City Council Regular dated 10/09/2018

Purpose/Background:

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

Background: Attached are the meeting minutes referenced above.

Action:

Motion to approve the following Council meeting minutes:

1. City Council Work Session dated 10/09/2018
2. City Council Regular dated 10/09/2018

Attachments

10-09-2018 CCWS

10-09-2018 CC

Form Review

Inbox	Reviewed By	Date
Jo Thieling	Jo Thieling	10/11/2018 12:52 PM
Kurt Ulrich	Kurt Ulrich	10/11/2018 04:19 PM
Form Started By: Katie Schmidt		Started On: 10/11/2018 12:12 PM
Final Approval Date: 10/11/2018		

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

The Ramsey City Council conducted a City Council Work Session on Tuesday, October 9, 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
Police Chief Jeff Katers
Administrative Services Director Colleen Lasher

1. CALL TO ORDER

Acting Mayor LeTourneau called the City Council Work Session to order at 5:39 p.m.

2. TOPICS FOR DISCUSSION

2.01: Discussion Regarding Union Contract Negotiations for AFSCME, LELS-Patrol, LELS-Sergeants & LELS-Captains (Discussion closed to the public)

Administrative Services Director Lasher stated that the Council will discuss the four union contracts and suggested that the Council enter closed session to discuss the topic.

Motion by Councilmember Riley, seconded by Councilmember Johns, to recess the meeting to Closed Session at 5:41 p.m.

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

The meeting reconvened to Open Session at 6:58 p.m.

2.02: Budget Process for Continued Discussion of 2019 Budget/Levy

Finance Director Lund briefly reviewed the upcoming budget discussions that will occur at the next few worksessions.

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:

_____
Katie M. Schmidt
Administrative Assistant

Drafted by Amanda Staple
TimeSaver Off Site Secretarial, Inc.

CITY COUNCIL WORK SESSION (CLOSED PORTION)
CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA

The Ramsey City Council conducted a Closed Session on Tuesday, October 9, 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
Administrative Services Director Colleen Lasher
Police Chief Jeff Katers
Finance Director Diana Lund

1. CALL TO ORDER

Acting Mayor LeTourneau called the Closed Session of the City Council to order at 5:41 p.m.

2. COUNCIL BUSINESS

2.01: Discussion Regarding Union Contract Negotiations for AFSCME, LELS-Patrol, LELS-Sergeants & LELS-Captains

Administrative Services Director Lasher provided an update on the contract negotiations and the Council provided input.

3. ADJOURNMENT

Motion by Commissioner Shryock, seconded by Commissioner Johns, to adjourn the Closed Session.

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

Motion carried.

The Closed Session was adjourned at 6:58 p.m.

Respectfully submitted,

_____
Kurtis G. Ulrich
City Administrator

ATTEST:

_____
Katie M. Schmidt
Administrative Assistant

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, October 9, 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
Parks and Assistant Public Works Superintendent Mark Riverblood
City Engineer Bruce Westby

1. CALL TO ORDER

Acting Mayor LeTourneau called the regular meeting of the Ramsey City Council to order at 7:04 p.m., followed by the Pledge of Allegiance led by Acting Mayor LeTourneau.

2. PRESENTATION

None.

3. CITIZEN INPUT

None.

4. CONSENT AGENDA

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

4.01: Receive Cash and Investments for Period Ending September 30, 2018
4.02: Approve the following Meeting Minutes:
1) City Council Work Session dated September 25, 2018
2) City Council Regular dated September 25, 2018
4.03: Approve Request to Declare Surplus Property

4.04: Adopt Resolution #18-210 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of September 20, 2018 through October 3, 2018
4.05: Adopt Resolution #18-207 Appointing Election Judges for the General Election on November 6, 2018
4.06: Adopt Resolution #18-216 Approving Assessment Agreement for Municipal Utility Connection Fees for 7131 166th Avenue NW

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

5. APPROVE AGENDA

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

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

6. PUBLIC HEARING

6.01: Public Hearing to Consider Adopting Resolution #18-213 Adopting Assessment Roll Certifying Assessments for Improvement Project #17-02, River's Bend Street Reconstructions

Public Hearing

Acting Mayor LeTourneau opened the public hearing at 7:06 p.m.

Presentation

City Engineer Westby reviewed the staff report and recommendation to adopt Resolution #18-213 adopting the final assessment roll certifying assessments for Improvement Project #17-02, River's Bend Street Reconstructions.

Citizen Input

There was none.

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

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

The public hearing was closed at 7:15 p.m.

Council Business

Motion by Councilmember Kuzma, seconded by Councilmember Riley, to Adopt Resolution #18-213 Adopting Assessment Roll Certifying Assessments for Improvement Project #17-02, River's Bend Street Reconstructions.

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

6.02: Public Hearing to Consider Adoption of Resolution #18-214 Adopting Assessment Roll Certifying Assessments for Improvement Project #18-00, Stanhope Terrace Street Reconstructions

Public Hearing

Acting Mayor LeTourneau opened the public hearing at 7:16 p.m.

Presentation

City Engineer Westby reviewed the staff report and recommendation to adopt Resolution #18-214 adopting the final assessment roll certifying assessments for Improvement Project #18-00, Stanhope Terrace Street Reconstructions.

Citizen Input

There was none.

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

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

The public hearing was closed at 7:22 p.m.

Council Business

Councilmember Johns echoed the comments made regarding the easements that were made available by two property owners to ensure sufficient area for emergency vehicle access.

Motion by Councilmember Johns, seconded by Councilmember Shryock, to Adopt Resolution #18-214 Adopting the Assessment Roll Certifying Assessments for Improvement Project #18-00, Stanhope Terrace Street Reconstructions.

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

6.03: Public Hearing to Consider Adoption of Resolution #18-215 Adopting Assessment Roll Certifying Assessments for Improvement Project #18-03, 2018 Street Overlay Improvements

Public Hearing

Acting Mayor LeTourneau opened the public hearing at 7:24 p.m.

Presentation

City Engineer Westby reviewed the staff report and recommendation to adopt Resolution #18-215 adopting the final assessment roll certifying assessments for Improvement Project #18-03, 2018 Street Overlay Improvements.

Citizen Input

There was none.

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

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

The public hearing was closed at 7:35 p.m.

Council Business

Councilmember Kuzma asked how payments could be made.

City Engineer Westby stated that a letter was mailed out with detailed payment instructions for paying electronically or paying in person to the Finance Department. He stated that in order to pay without incurring interest, payment must be received by November 16th.

Motion by Councilmember Shryock, seconded by Councilmember Johns, to Adopt Resolution #18-215 Adopting Assessment Roll Certifying Assessments for Improvement Project #18-03, 2018 Street Overlay Improvements.

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

7. COUNCIL BUSINESS

There was none.

8. MAYOR, COUNCIL AND STAFF INPUT

City Administrator Ulrich announced upcoming meetings and events.

Councilmember Shryock asked for details on the purple lights around town.

City Administrator Ulrich stated that the City Council passed a resolution of support at their last meeting to participate in the Purple Lights Initiative to help promote awareness of domestic violence.

9. ADJOURNMENT

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

Motion carried.

The regular meeting of the City Council adjourned at 7:41 p.m.

Respectfully submitted,

_____
Kurtis G. Ulrich
City Administrator

ATTEST:

_____
Katie M. Schmidt
Administrative Assistant

Drafted by Amanda Staple
TimeSaver Off Site Secretarial, Inc.

CC Regular Session **4. 4.**

Meeting Date: 10/23/2018

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 compeletion of background checks.

Action:

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

Attachments

Rental Licenses

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	10/18/2018 10:27 AM
Form Started By: JoAnn Shaw		Started On: 10/11/2018 09:16 AM
Final Approval Date: 10/18/2018		

Report Name: License Report - License Types
Council Dates: 10/23/2018 to 10/23/2018
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

Company	Location	Complex	Exp. Date	Council Date	Statu
Rental					
Kayla Baker	6964 139th Ave NW		10/23/2021	10/23/2018	A
Lien Lam	6178 146th Ave NW		10/23/2021	10/23/2018	A
Jerome C Morrow	7680 147th La NW		10/23/2021	10/23/2018	A
				Rental License Count:	**3**
Therapeutic Massage Therapist					
Alexa L Klimek	14245 St Francis Blvd NW 104		12/31/2018	10/23/2018	A
				Therapeutic Massage Therapist License Count:	**1**
Transient Merchant/Peddler/Solic					
Pepestone Delivers Mid West Best			12/31/2018	10/23/2018	A
				Transient Merchant/Peddler/Solicitor License Count:	**1**
				Total Licenses:	**5**

CC Regular Session **4. 5.**

Meeting Date: 10/23/2018

By: Diana Lund, Finance

Information

Title

Adopt Resolution #18-224 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of October 4, 2018 through October 17, 2018.

Action:

Motion to Adopt Resolution #18-224 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of October 4, 2018 through October 17, 2018.

Attachments

Bills List 10/23/2018

Reso #18-224 Bills List 10/23/2018

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	10/18/2018 10:32 AM
Form Started By: Diana Lund		Started On: 10/17/2018 01:20 PM
Final Approval Date: 10/18/2018		

CITY OF RAMSEY - FINANCE OFFICE Printed 10/17/2018

RAMSEY CITY COUNCIL MEETING

10/23/2018

BILLS LIST

DISBURSEMENTS TO BE APPROVED THIS MEETING:

DISBURSEMENT TYPE:	SUBMITTED FOR APPROVAL
Purchase Journal:	
Prepaids 10/4/18-10/17/18	719,255.96
Accounts Payable 10/4/18-10/1718	232,279.37
Payroll 10/5/18	159,499.59

TOTAL SUBMITTED FOR APPROVAL THIS MEETING **$ 1,111,034.92**

		APPROVED PREV. MTG	2018 Y.T.D.
DISBURSEMENTS PREVIOUSLY APPROVED AND PAID:			
	NET PAYROLL TOTAL	$ 177,625.93	$ 3,287,229.80
-	CORRECTION TO PAYROLL		
	PREPAIDS	368,034.54	6,530,323.30
-	PREPAID ADJUSTMENTS		
	WIRE TRANSFERS FOR DEBT SERVICE	0.00	989,980.66
-	CORRECTION TO D.S.		
	ACCOUNTS PAYABLE INVOICING - PREVIOUS MEETING:		
-	BILLS LIST SUBMITTED	200,511.06	5,336,318.51
	ADD (DELETE) BILLS LIST SUBMITTED PAY ESTIMATE(S)	0.00	2,731,988.69
-	CHECKS VOIDED	0.00	0.00
TOTAL CASH DISBURSEMENTS PREVIOUSLY APPROVED		**$ 746,171.53**	**$ 18,875,840.96**

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description	Business Unit
106982	10/4/2018		116636 AEON							
		302,233.75	Reduce Financial Guaranty		93609	A116058	9804.6433	00116058	REFUNDS	ESCROW ACCOUNTS
		302,233.75								
106983	10/4/2018		113692 ALL AMERICAN TITLE CO							
		145.41	Ref UB Credit 6870 139th La NW		93572	670080538	9601.4651		WATER REVENUE	WATER FUND
		145.41								
106984	10/4/2018		113045 ANCONA TITLE AND ESCROW							
		14.46	Ref UB credit 16726 Limonite S		93574	726375	9601.4651		WATER REVENUE	WATER FUND
		14.46								
106985	10/4/2018		116622 ANCONA TITLE AND ESCROW							
		123.70	Ref UB credit 13899 Jaspar St		93573	722371	9601.4651		WATER REVENUE	WATER FUND
		123.70								
106986	10/4/2018		116623 ANCONA TITLE AND ESCROW							
		95.76	Ref UB cr 5571 145th Cir		93575	672946647	9601.4651		WATER REVENUE	WATER FUND
		95.76								
106987	10/4/2018		116634 ANDERSON, JULIE							
		100.00	Refund damage deposit 9/18-19		93576	09252018	9804.1160		KEY & DAMAGE DEPOSIT	ESCROW ACCOUNTS
		100.00								
106988	10/4/2018		116638 ATLANTIS POOLS INC							
		500.00	REF ERO ESC 9320 Inverness La		93674	A116558	9804.6433	00116558	REFUNDS	ESCROW ACCOUNTS
		500.00								
106990	10/4/2018		111326 BURNET TITLE							
		98.09	Ref UB credit 14865 Zeolite St		93577	727136	9601.4651		WATER REVENUE	WATER FUND
		98.09								
106991	10/4/2018		112663 CAPSTONE HOMES INC							
		49.68	14859 Quintana Cir UB Credit		93551	729104	9601.4651		WATER REVENUE	WATER FUND
		1,500.00	REF ERO ESC 7078 167th Xing		93552	A115710	9804.6433	00115710	REFUNDS	ESCROW ACCOUNTS
		1,500.00	REF ERO ESC 14995 Rabbit St		93553	A116173	9804.6433	00116173	REFUNDS	ESCROW ACCOUNTS
		1,500.00	REF ERO ESC 7270 168th Cir		93554	A116295	9804.6433	00116295	REFUNDS	ESCROW ACCOUNTS
		1,500.00	REF ESC SIDEWALK 16731 KAMACIT		93555	02172017	9252.1155.1		MANUAL-ACCOUNTS RECEIVABLE	SOD/TREE ESCROWS
		1,500.00	REF ERO ESC 14877 Quintana Cir		93556	A116288	9804.6433	00116288	REFUNDS	ESCROW ACCOUNTS
		1,500.00	REF ERO ESC 7353 168th Cir		93557	A116333	9804.6433	00116333	REFUNDS	ESCROW ACCOUNTS
		1,500.00	REF ERO ESC 7277 168th Cir		93605	A116277	9804.6433	00116277	REFUNDS	ESCROW ACCOUNTS

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description	Business Unit
106991	10/4/2018		112663 CAPSTONE HOMES INC						Continued...	
		1,500.00	REF ERO ESC 7344 168th Cir		93606	A116246	9804.6433	00116246	REFUNDS	ESCROW ACCOUNTS
		1,500.00	REF ERO ESC 7350 168th Cir		93607	A116259	9804.6433	00116259	REFUNDS	ESCROW ACCOUNTS
		1,500.00	REF ERO ESC 8620 149th Ct NW		93675	A115966	9804.6433	00115966	REFUNDS	ESCROW ACCOUNTS
		1,500.00	REF ERO ESC 7371 168th CIR		93676	A116397	9804.6433	00116397	REFUNDS	ESCROW ACCOUNTS
		1,500.00	REF ERO ESC 7333 168th CIR		93677	A116395	9804.6433	00116395	REFUNDS	ESCROW ACCOUNTS
		18,049.68								
106992	10/4/2018		100297 CENTERPOINT ENERGY							
		38.14	8000014064-2 Sep		93613	09182018	0311.6373		GAS	STREET MAINTENANCE
		63.68	8000014064-2 Sep		93613	09182018	0452.6373		GAS	PARK & RECREATION
		12.71	8000014064-2 Sep		93613	09182018	9601.6373		GAS	WATER FUND
		12.71	8000014064-2 Sep		93613	09182018	9602.6373		GAS	SEWER FUND
		12.71	8000014064-2 Sep		93613	09182018	9605.6373		GAS	STORM WATER UTILITY
		139.95								
106993	10/4/2018		106670 CENTRAL POWER DISTRIBUTORS INC							
		33.84	Synthetic Blend		93546	18-602337	0311.6227		LUBRICANTS & ADDITIVES	STREET MAINTENANCE
		20.50	Recoil Starter Assembly		93547	18-602138	0452.6257		OTHER VEHICLE PARTS	PARK & RECREATION
		54.34								
106996	10/4/2018		108702 D R HORTON							
		1,500.00	REF ERO ESC 7365 E Ramsey Pkwy		93558	A115952	9804.6433	00115952	REFUNDS	ESCROW ACCOUNTS
		1,500.00	REF ERO ESC 7349 E Ramsey Pkwy		93559	A115953	9804.6433	00115953	REFUNDS	ESCROW ACCOUNTS
		1,500.00	REF ERO ESC 7369 146th Xing		93560	A115870	9804.6433	00115870	REFUNDS	ESCROW ACCOUNTS
		1,500.00	REF ERO ESC 7330 146th Ave		93561	A115715	9804.6433	00115715	REFUNDS	ESCROW ACCOUNTS
		1,500.00	REF ERO ESC 7336 146th Ave		93562	A115809	9804.6433	00115809	REFUNDS	ESCROW ACCOUNTS
		1,500.00	REF ERO ESC 7316 146th Ave		93563	A115714	9804.6433	00115714	REFUNDS	ESCROW ACCOUNTS
		1,500.00	REF ERO ESC 7359 146th Xing		93564	A115871	9804.6433	00115871	REFUNDS	ESCROW ACCOUNTS
		1,500.00	REF ERO ESC 7354 146th Ave		93565	A115810	9804.6433	00115810	REFUNDS	ESCROW ACCOUNTS
		12,000.00								
106997	10/4/2018		100870 EDINA REALTY TITLE							
		63.31	Ref UB credit 14231 Vanadium S		93579	648672701	9601.4651		WATER REVENUE	WATER FUND
		148.10	Ref UB credit 5668 154th Cur		93580	729203	9601.4651		WATER REVENUE	WATER FUND
		20.00	Ref UB credit 7710 157th Ave		93581	626804445	9601.4651		WATER REVENUE	WATER FUND
		231.41								
106998	10/4/2018		116627 EICHTEN, CHAD							
		41.75	REF UB credit 15563 Sodium Way		93582	729163	9601.4651		WATER REVENUE	WATER FUND
		41.75								

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description	Business Unit
106998	10/4/2018		116627 EICHTEN, CHAD						Continued...	
106999	10/4/2018		115384 ERICKSON, ASHTON							
		24.09	Training in Blaine		93549	09252018	0211.6331		TRAVEL & LODGING	POLICE PROTECTION
		24.09								
107000	10/4/2018		111356 EXECUTIVE TITLE OF MN							
		237.84	Ref UB credit 13927 Ironstone		93583	724546	9601.4651		WATER REVENUE	WATER FUND
		20.61	Ref UB credit 15428 Nowthen Bl		93584	727149	9601.4651		WATER REVENUE	WATER FUND
		258.45								
107001	10/4/2018		100179 FIRE FIGHTERS RELIEF ASSN							
		164,266.19	State Aid		93610	09282018	9101.4273		OTHER STATE GRANTS & AIDS	GENERAL FUND
		3,708.00	City Contribution		93610	09282018	0220.6104		PART TIME-WAGES & SALARIES	FIRE PROTECTION
		15,053.00	Nowthen Contribution		93610	09282018	9101.4327		SPECIAL FIRE PROTECTION SERVIC	GENERAL FUND
		183,027.19								
107002	10/4/2018		116624 HANSEN, DENNIS & DARIEL							
		6.81	Ref UB credit 8910 178th Ave N		93585	727232	9601.4651		WATER REVENUE	WATER FUND
		6.81								
107003	10/4/2018		116629 HAUKOS, JOSEPH & KELSEY							
		230.15	Ref UB credit 5663 154th Ct		93586	727209	9601.4651		WATER REVENUE	WATER FUND
		230.15								
107004	10/4/2018		116630 HENDRICKSON, THOMAS							
		278.72	Ref UB credit 14835 Peridot St		93587	669424377	9601.4651		WATER REVENUE	WATER FUND
		278.72								
107005	10/4/2018		112948 HOME SECURITY ABSTRACT AND TITLE							
		8.06	Ref UB credit 14118 Argon St N		93588	724620	9601.4651		WATER REVENUE	WATER FUND
		8.06								
107006	10/4/2018		116618 HORTON, ROBERT AND NANCY							
		2,000.00	REF Driveway Esc 14510 Bowers		93566	03232018	9252.1155.1		MANUAL-ACCOUNTS RECEIVABLE	SOD/TREE ESCROWS
		2,000.00								
107007	10/4/2018		116620 L.C.C.P.A.C.							
		155.00	Ref damage deposit 9/16/18		93590	09252018	9804.1160		KEY & DAMAGE DEPOSIT	ESCROW ACCOUNTS
		155.00								

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description	Business Unit
									Continued...	
107008	10/4/2018		113464 LAND TITLE							
		354.32	Ref UB credit 15363 Radium St		93591	725561	9601.4651		WATER REVENUE	WATER FUND
		354.32								
107009	10/4/2018		115328 LENNAR							
		1,500.00	REF ERO ESC 7474 160th Ave		93567	A116260	9804.6433	00116260	REFUNDS	ESCROW ACCOUNTS
		1,500.00	REF ERO ESC 16057 Sapphire St		93568	A116261	9804.6433	00116261	REFUNDS	ESCROW ACCOUNTS
		1,500.00	REF ERO ESC 15998 Sapphire St		93569	A116285	9804.6433	00116285	REFUNDS	ESCROW ACCOUNTS
		4,500.00								
107010	10/4/2018		111865 LIBERTY TITLE INC							
		263.87	Ref UB credit 4950 155th Ln		93592	729323	9601.4651		WATER REVENUE	WATER FUND
		263.87								
107011	10/4/2018		116628 MARINA KELLY & NIKOLAY MUSTYATSA							
		51.50	Ref UB credit 7070 147th Ln NW		93589	724653	9601.4651		WATER REVENUE	WATER FUND
		51.50								
107012	10/4/2018		116183 MCGUIRE BRIGL, CHLOE							
		104.52	APA Conf mileage reimb		93678	09262018	0191.6331		TRAVEL & LODGING	PLANNING & ZONING
		104.52								
107013	10/4/2018		100351 NCPERS MINNESOTA							
		352.00	Oct 2018 Life Premiums		93550	70481018	9101.2170		DENTAL/DISABILITY/LIFE	GENERAL FUND
		352.00								
107014	10/4/2018		116626 PAR PROPERTY INVESTMENTS LL							
		34.00	Ref UB credit 6926 Riverdale D		93593	726511	9601.4651		WATER REVENUE	WATER FUND
		34.00								
107015	10/4/2018		116621 PARTNERS TITLE							
		348.72	Ref UB credit 5417 145th Ave N		93594	667013900	9601.4651		WATER REVENUE	WATER FUND
		206.75	Ref UB credit 5825 158th Ave N		93595	640668946	9601.4651		WATER REVENUE	WATER FUND
		555.47								
107016	10/4/2018		106418 PURMORT HOMES INC							
		1,500.00	REF ERO ESC 7756 149th Ave		93570	A116071	9804.6433	00116071	REFUNDS	ESCROW ACCOUNTS
		1,500.00	REF ERO ESC 14782 Zeolite St		93571	A116281	9804.6433	00116281	REFUNDS	ESCROW ACCOUNTS
		3,000.00								
107017	10/4/2018		116625 RENTERS WAREHOUSE							

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description	Business Unit
									Continued...	
107017	10/4/2018		116625 RENTERS WAREHOUSE							
		12.60	Ref UB credit 16611 Dolomite S		93596	728961	9601.4651		WATER REVENUE	WATER FUND
		12.60								
107018	10/4/2018		116232 RESULTS TITLE INC							
		110.79	Ref UB credit 5400 145th Ave		93597	725447	9601.4651		WATER REVENUE	WATER FUND
		110.79								
107019	10/4/2018		114073 ROBINSON, KARI							
		107.46	Ref UB credit 13900 Garnet Ter		93598	729343	9601.4651		WATER REVENUE	WATER FUND
		107.46								
107020	10/4/2018		101103 SPRINT							
		57.78	Aug 15 - Sep 14 2018 Usage		93611	570683319-202	0130.6323		CELLULAR PHONES	ADMINISTRATION
		431.11	Aug 15 - Sep 14 2018 Usage		93611	570683319-202	0191.6323		CELLULAR PHONES	PLANNING & ZONING
		57.78	Aug 15 - Sep 14 2018 Usage		93611	570683319-202	0240.6323		CELLULAR PHONES	PROTECTIVE INSPECTIONS
		133.62	Aug 15 - Sep 14 2018 Usage		93611	570683319-202	0194.6323		CELLULAR PHONES	GENERAL GOVERNMENT BUILDINGS
		294.52	Aug 15 - Sep 14 2018 Usage		93611	570683319-202	0311.6323		CELLULAR PHONES	STREET MAINTENANCE
		1,165.31	Aug 15 - Sep 14 2018 Usage		93611	570683319-202	0452.6323		CELLULAR PHONES	PARK & RECREATION
		217.81	Aug 15 - Sep 14 2018 Usage		93611	570683319-202	0301.6323		CELLULAR PHONES	ENGINEERING
		153.76	Aug 15 - Sep 14 2018 Usage		93611	570683319-202	0220.6323		CELLULAR PHONES	FIRE PROTECTION
		115.56	Aug 15 - Sep 14 2018 Usage		93611	570683319-202	0192.6321		TELEPHONE	DATA PROCESSING
		238.58	Aug 15 - Sep 14 2018 Usage		93611	570683319-202	9601.6323		CELLULAR PHONES	WATER FUND
		2,865.83								
107021	10/4/2018		115045 TITLE NEXUS LLC							
		32.82	Ref UB credit 7085 167th Xing		93599	727888	9601.4651		WATER REVENUE	WATER FUND
		32.82								
107022	10/4/2018		115456 TITLE SMART							
		98.09	Ref UB credit 5639 154th Ln		93600	710348046	9601.4651		WATER REVENUE	WATER FUND
		340.83	Ref UB credit 14571 Helium Ct		93601	672667540	9601.4651		WATER REVENUE	WATER FUND
		438.92								
107023	10/4/2018		114074 TITLE SPECIALIST INC							
		446.55	Ref UB credit 14402 Tungsten W		93602	613492440	9601.4651		WATER REVENUE	WATER FUND
		446.55								
107024	10/4/2018		116311 TRADEMARK TITLE SERVICES INC							
		79.76	Ref UB credit 7756 149th Ave		93603	729026	9601.4651		WATER REVENUE	WATER FUND
		79.76								

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description	Business Unit
107024	10/4/2018		116311 TRADEMARK TITLE SERVICES INC						Continued...	
107025	10/4/2018		100510 VERIZON WIRELESS							
		61.60	08/21/2018 to 09/19/2018		93612	9815042794	0130.6323		CELLULAR PHONES	ADMINISTRATION
		61.60								
107026	10/4/2018		113806 WATERMARK TITLE AGENCY LLC							
		9.10	Ref UB credit 14591 Olivine Wa		93604	713525059	9601.4651		WATER REVENUE	WATER FUND
		9.10								
107027	10/4/2018		109886 WEBB, RICH							
		24.74	Training in Blaine		93548	09242018	0211.6331		TRAVEL & LODGING	POLICE PROTECTION
		24.74								
107028	10/10/2018		100012 ACE SOLID WASTE INC							
		95.58	Fire Stations Oct 18		93698	4240216	0220.6374		REFUSE/RECYCLING	FIRE PROTECTION
		95.58								
107029	10/10/2018		112663 CAPSTONE HOMES INC							
		1,500.00	Ref Ero Esc 14988 Rabbit St		93699	A116396	9804.6433	00116396	REFUNDS	ESCROW ACCOUNTS
		1,500.00	Ref Ero Esc 14857 Quintana Cir		93700	A116436	9804.6433	00116436	REFUNDS	ESCROW ACCOUNTS
		1,500.00	Ref Ero Esc 14872 Quintana Cir		93701	A116416	9804.6433	00116416	REFUNDS	ESCROW ACCOUNTS
		1,500.00	Ref Ero Esc 14980 Rabbit St NW		93702	A116398	9804.6433	00116398	REFUNDS	ESCROW ACCOUNTS
		5,000.00	Ref Landscape Esc 14389 Bowers		93703	10042018	9252.1155.1		MANUAL-ACCOUNTS RECEIVABLE	SOD/TREE ESCROWS
		11,000.00								
107030	10/10/2018		100404 CENTURYLINK							
		65.35	Sep 18 Services		93704	763 422 1452 795 SEP 18	0452.6321		TELEPHONE	PARK & RECREATION
		65.35								
107031	10/10/2018		116635 CHRISTEN, CHRISTINE							
		155.00	Refund damage deposit 9/22/18		93705	09242018	9804.1160		KEY & DAMAGE DEPOSIT	ESCROW ACCOUNTS
		155.00								
107032	10/10/2018		110734 CITY OF RAMSEY							
		203.00	UB Cash Pd 717804277		93707	10042018	9601.4651		WATER REVENUE	WATER FUND
		80.00	UB Cash Pd 718833		93707	10042018	9601.4651		WATER REVENUE	WATER FUND
		50.00	UB Cash Pd 682035500		93708	10092018	9601.4651		WATER REVENUE	WATER FUND
		200.00	UB Cash Pd 719280		93708	10092018	9601.4651		WATER REVENUE	WATER FUND
		55.00	UB Cash Pd 44663483		93708	10092018	9601.4651		WATER REVENUE	WATER FUND

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									Continued...	
107032	10/10/2018		110734 CITY OF RAMSEY							
		100.00	UB Cash Pd 669524096		93708	10092018	9601.4651		WATER REVENUE	WATER FUND
		688.00								
107033	10/10/2018		107724 COMCAST							
		9.28	Oct 18-Feb 19 Service		93709	09242018	0220.6489		OTHER CONTRACTED SERVICES	FIRE PROTECTION
		9.28								
107034	10/10/2018		116645 COMMONBOND COMMUNITIES							
		8,584.27	Ref landscape surety balance		93710	A114596	9804.6433	00114596	REFUNDS	ESCROW ACCOUNTS
		8,584.27								
107035	10/10/2018		100116 CONNEXUS ENERGY							
		17,913.71	WTR TWR/WELLS/LIFT STATIONS		93711	759126-303102 SEP18	9601.6371		ELECTRIC UTILITIES	WATER FUND
		924.60	WTR TWR/WELLS/LIFT STATIONS		93711	759126-303102 SEP18	9602.6371		ELECTRIC UTILITIES	SEWER FUND
		18,838.31								
107036	10/10/2018		116639 COVENANT HOMES LLC							
		1,500.00	REF ERO ESC 7153 170th Trl		93712	A116293	9804.6433	00116293	REFUNDS	ESCROW ACCOUNTS
		1,500.00								
107037	10/10/2018		116642 DAVIS, STACY							
		2.95	UB REFUND 15483 SODIUM ST NW		93713	10092018	9601.4651		WATER REVENUE	WATER FUND
		2.95								
107038	10/10/2018		100177 FERRELLGAS							
		440.45	1102749902 On Site Training		93714	1102749902-1102 749916	0220.6335		TRAINING	FIRE PROTECTION
		438.73	1102749916 On Site Training		93714	1102749902-1102 749916	0220.6335		TRAINING	FIRE PROTECTION
		879.18								
107039	10/10/2018		115998 GUZZO, SANDY							
		155.00	Ref damage Deposit 10/06/2018		93723	10082018	9804.1160		KEY & DAMAGE DEPOSIT	ESCROW ACCOUNTS
		155.00								
107040	10/10/2018		116450 LENDSERV							
		17.06	UB Refund 14607 Peridot St		93716	10092018	9601.4651		WATER REVENUE	WATER FUND
		258.53	UB Refund 6021 145th La		93716	10092018	9601.4651		WATER REVENUE	WATER FUND

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									Continued...	
107040	10/10/2018		116450 LENDSERV							
		275.59								
107041	10/10/2018		116169 LIFE INSURANCE CO OF NORTH AMERICA							
		64.70	Oct 18 Accident		93706	10082018	9101.2170		DENTAL/DISABILITY/LIFE	GENERAL FUND
		8.52	Oct 18 Critical Ill		93706	10082018	9101.2170		DENTAL/DISABILITY/LIFE	GENERAL FUND
		73.22								
107042	10/10/2018		116641 PATTERSON, MARCY							
		144.38	UB REFUND 6244 155th AVE		93717	10092018	9601.4651		WATER REVENUE	WATER FUND
		144.38								
107043	10/10/2018		116640 RINERSON, JEREMY							
		137.84	UB Refund 15242 Krypton Ter		93718	10092018	9601.4651		WATER REVENUE	WATER FUND
		137.84								
107044	10/10/2018		115972 ROBINSON, SCOTT							
		1,245.50	2018 Nov/Dec RR/50% share		93719	10082018	9101.4609		OTHER MISCELLANEOUS REVENUES	GENERAL FUND
		1,245.50								
107045	10/10/2018		116471 SUNBELT RENTALS INC							
		306.20	Rent Horizontal Light Towers		93720	82258480-0001	0296.6249		MISCELLANEOUS OPERATING SUPPLY	HAPPY DAYS
		306.20								
107046	10/10/2018		114151 TASC (FEES)							
		375.25	09/2018 VEBA/FSA Fees		93721	IN1355558	0130.6315		MISCELLANEOUS PROFESSIONAL SER	ADMINISTRATION
		375.25								
107047	10/10/2018		105628 WELLS CATERING SERVICE							
		84.89	Meals at 7/24/18 Council meet		93722	44368	0111.6249		MISCELLANEOUS OPERATING SUPPLY	MAYOR AND COUNCIL
		84.89								
107115	10/11/2018		100849 CASH							
		300.00	Case 18-238906 /undercover		93724	10112018	0223.6331		TRAVEL & LODGING	DRUG FORFEITURE
		300.00								
98100518	10/5/2018		115568 ALERUS FINANCIAL NA							
		1,924.18			93687	10041810473314	9101.2176		LIFE/HEALTH-EMPLOYEE	GENERAL FUND
		1,924.18								
99049666	10/5/2018		101306 IRS							

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									Continued...	
99049666	10/5/2018		101306 IRS							
		22,096.69			93693	1004181047337	9101.2171		FEDERAL WITHHOLDING	GENERAL FUND
		12,494.28			93694	1004181047338	9101.2173		FICA & MEDICARE-EMPLOYEE	GENERAL FUND
		12,494.28			93695	1004181047339	9101.2182		FICA & MEDICARE-EMPLOYER	GENERAL FUND
		47,085.25								
99100518	10/5/2018		107962 TOTAL ADMINISTRATIVE SERVICE CORP							
		2,390.20			93683	10041810473310	9101.2176		LIFE/HEALTH-EMPLOYEE	GENERAL FUND
		2,390.20								
99100818	10/8/2018		116361 WELLS FARGO AND COMPANY							
		25.00	TLO TRANSUNION		93826	SEPT 18 CREDIT CARD	0211.6315		MISCELLANEOUS PROFESSIONAL SER	POLICE PROTECTION
		8.98	SUBWAY		93826	SEPT 18 CREDIT CARD	0211.6331		TRAVEL & LODGING	POLICE PROTECTION
		70.48	COBORN'S SUPERSTORE		93826	SEPT 18 CREDIT CARD	0280.6241		COMMUNITY POLICING SUPPLIES	COMMUNITY ORIENTING POLICING
		17.99	AMAZON		93826	SEPT 18 CREDIT CARD	0211.6206		FILM, MICROFILM, TAPES, DISKS	POLICE PROTECTION
		136.29	AMAZON		93826	SEPT 18 CREDIT CARD	0211.6206		FILM, MICROFILM, TAPES, DISKS	POLICE PROTECTION
		11.05	AMAZON		93826	SEPT 18 CREDIT CARD	0211.6206		FILM, MICROFILM, TAPES, DISKS	POLICE PROTECTION
		94.78	AMAZON		93826	SEPT 18 CREDIT CARD	0211.6207		TRAINING SUPPLIES	POLICE PROTECTION
		130.00	MN SOC ARB		93826	SEPT 18 CREDIT CARD	0191.6335		TRAINING	PLANNING & ZONING
		461.28	VICKERMAN		93826	SEPT 18 CREDIT CARD	0194.6249		MISCELLANEOUS OPERATING SUPPLY	GENERAL GOVERNMENT BUILDINGS
		73.00	ALLPARTITIONS		93826	SEPT 18 CREDIT CARD	0194.6259		BUILDING MAINT/REPAIR SUPPLIES	GENERAL GOVERNMENT BUILDINGS
		317.94	AMAZON		93826	SEPT 18 CREDIT CARD	0194.6249		MISCELLANEOUS OPERATING SUPPLY	GENERAL GOVERNMENT BUILDINGS
		18.74	VICKERMAN		93826	SEPT 18 CREDIT CARD	0194.6249		MISCELLANEOUS OPERATING SUPPLY	GENERAL GOVERNMENT BUILDINGS
		317.94	AMAZON		93826	SEPT 18 CREDIT CARD	0194.6249		MISCELLANEOUS OPERATING SUPPLY	GENERAL GOVERNMENT BUILDINGS
		359.00	AMAZON		93826	SEPT 18 CREDIT CARD	0194.6249		MISCELLANEOUS OPERATING SUPPLY	GENERAL GOVERNMENT BUILDINGS
		90.00	ALLPARTITIONS		93826	SEPT 18 CREDIT CARD	0194.6259		BUILDING MAINT/REPAIR SUPPLIES	GENERAL GOVERNMENT BUILDINGS

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									Continued...	
99100818	10/8/2018		116361 WELLS FARGO AND COMPANY							
		150.00	U OF M CONTLEARNING		93826	SEPT 18 CREDIT CARD	0311.6335		TRAINING	STREET MAINTENANCE
		255.00	U OF M CONTLEARNING		93826	SEPT 18 CREDIT CARD	0311.6335		TRAINING	STREET MAINTENANCE
		151.96	AMAZON		93826	SEPT 18 CREDIT CARD	0192.6281		SMALL TOOLS & MINOR EQUIPMENT	DATA PROCESSING
		195.00	NEWEGGBUSINESS		93826	SEPT 18 CREDIT CARD	0192.6281		SMALL TOOLS & MINOR EQUIPMENT	DATA PROCESSING
		495.00	NEWEGGBUSINESS		93826	SEPT 18 CREDIT CARD	0192.6281		SMALL TOOLS & MINOR EQUIPMENT	DATA PROCESSING
		52.01	NEWEGGBUSINESS		93826	SEPT 18 CREDIT CARD	0192.6281		SMALL TOOLS & MINOR EQUIPMENT	DATA PROCESSING
		30.30	NEWEGGBUSINESS		93826	SEPT 18 CREDIT CARD	0192.6281		SMALL TOOLS & MINOR EQUIPMENT	DATA PROCESSING
		16.99	AMAZON		93826	SEPT 18 CREDIT CARD	0452.6249		MISCELLANEOUS OPERATING SUPPLY	PARK & RECREATION
		219.98	AMAZON		93826	SEPT 18 CREDIT CARD	0452.6249		MISCELLANEOUS OPERATING SUPPLY	PARK & RECREATION
		2,939.97	NEWEGGBUSINESS		93826	SEPT 18 CREDIT CARD	0192.6281		SMALL TOOLS & MINOR EQUIPMENT	DATA PROCESSING
		60.00	NEWEGGBUSINESS		93826	SEPT 18 CREDIT CARD	0192.6281		SMALL TOOLS & MINOR EQUIPMENT	DATA PROCESSING
		89.97	NEWEGGBUSINESS		93826	SEPT 18 CREDIT CARD	0192.6281		SMALL TOOLS & MINOR EQUIPMENT	DATA PROCESSING
		49.36	AMAZON		93826	SEPT 18 CREDIT CARD	0211.6206		FILM, MICROFILM, TAPES, DISKS	POLICE PROTECTION
		24.70	GREEN MILL - ST CLOUD		93826	SEPT 18 CREDIT CARD	0211.6331		TRAVEL & LODGING	POLICE PROTECTION
		18.26	COBORN'S SUPERSTORE		93826	SEPT 18 CREDIT CARD	0452.6249		MISCELLANEOUS OPERATING SUPPLY	PARK & RECREATION
		46.74	SQ SEA SALT EATERY		93826	SEPT 18 CREDIT CARD	0452.6249		MISCELLANEOUS OPERATING SUPPLY	PARK & RECREATION
		9.65	LITTLE DUKES RAMSEY		93826	SEPT 18 CREDIT CARD	0211.6223		GASOLINE	POLICE PROTECTION
		384.00	SMK SURVEYMONKEY.COM		93826	SEPT 18 CREDIT CARD	0191.6249		MISCELLANEOUS OPERATING SUPPLY	PLANNING & ZONING
		85.00	DEPARTMENT OF LABOR AND I		93826	SEPT 18 CREDIT CARD	0240.6335		TRAINING	PROTECTIVE INSPECTIONS
		16.00	GOGOAIR.COM		93826	SEPT 18 CREDIT	0191.6331		TRAVEL & LODGING	PLANNING & ZONING

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99100818	10/8/2018		116361 WELLS FARGO AND COMPANY						Continued...	
		11.60	AMAZON		93826	SEPT 18 CREDIT CARD	0452.6208		MISCELLANEOUS OFFICE SUPPLIES	PARK & RECREATION
		22.90	AMAZON		93826	SEPT 18 CREDIT CARD	0130.6208		MISCELLANEOUS OFFICE SUPPLIES	ADMINISTRATION
		6.18	AMAZON		93826	SEPT 18 CREDIT CARD	0452.6208		MISCELLANEOUS OFFICE SUPPLIES	PARK & RECREATION
		23.43	AMAZON		93826	SEPT 18 CREDIT CARD	9230.6249		MISCELLANEOUS OPERATING SUPPLY	ECONOMIC DEVELOPMENT AUTHORIT
		14.42	AMAZON		93826	SEPT 18 CREDIT CARD	9230.6249		MISCELLANEOUS OPERATING SUPPLY	ECONOMIC DEVELOPMENT AUTHORIT
		19.99	MENARDS COON RAPIDS MN		93826	SEPT 18 CREDIT CARD	9230.6249		MISCELLANEOUS OPERATING SUPPLY	ECONOMIC DEVELOPMENT AUTHORIT
		34.82	OFFICEMAX/DEPOT 6215		93826	SEPT 18 CREDIT CARD	9230.6249		MISCELLANEOUS OPERATING SUPPLY	ECONOMIC DEVELOPMENT AUTHORIT
		.53	MN DVS ANOKA		93826	SEPT 18 CREDIT CARD	0230.6249		MISCELLANEOUS OPERATING SUPPLY	DRIVING UNDER THE INFLUENCE
		21.75	MN DVS ANOKA		93826	SEPT 18 CREDIT CARD	0230.6249		MISCELLANEOUS OPERATING SUPPLY	DRIVING UNDER THE INFLUENCE
		.53	MN DVS ANOKA		93826	SEPT 18 CREDIT CARD	0230.6249		MISCELLANEOUS OPERATING SUPPLY	DRIVING UNDER THE INFLUENCE
		21.75	MN DVS ANOKA		93826	SEPT 18 CREDIT CARD	0230.6249		MISCELLANEOUS OPERATING SUPPLY	DRIVING UNDER THE INFLUENCE
		3.49	TARGET		93826	SEPT 18 CREDIT CARD	0296.6249		MISCELLANEOUS OPERATING SUPPLY	HAPPY DAYS
		36.91	COSTCO WHSE #0372		93826	SEPT 18 CREDIT CARD	0296.6249		MISCELLANEOUS OPERATING SUPPLY	HAPPY DAYS
		24.43	COBORN'S SUPERSTORE		93826	SEPT 18 CREDIT CARD	0296.6249		MISCELLANEOUS OPERATING SUPPLY	HAPPY DAYS
		240.11	COBORN'S SUPERSTORE		93826	SEPT 18 CREDIT CARD	0296.6249		MISCELLANEOUS OPERATING SUPPLY	HAPPY DAYS
		6.57	CASEYS RAMSEY		93826	SEPT 18 CREDIT CARD	0296.6249		MISCELLANEOUS OPERATING SUPPLY	HAPPY DAYS
		148.15	SUBWAY		93826	SEPT 18 CREDIT CARD	0296.6249		MISCELLANEOUS OPERATING SUPPLY	HAPPY DAYS
		85.61	CASEYS RAMSEY		93826	SEPT 18 CREDIT CARD	0296.6249		MISCELLANEOUS OPERATING SUPPLY	HAPPY DAYS
		14.98	COBORN'S SUPERSTORE		93826	SEPT 18 CREDIT CARD	0296.6249		MISCELLANEOUS OPERATING SUPPLY	HAPPY DAYS

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99100818	10/8/2018		116361 WELLS FARGO AND COMPANY							
		171.36	COSTCO WHSE #0372		93826	SEPT 18 CREDIT CARD	0296.6249		MISCELLANEOUS OPERATING SUPPLY	HAPPY DAYS
		319.99	TRACTOR SUPPLY #610		93826	SEPT 18 CREDIT CARD	9601.6249		MISCELLANEOUS OPERATING SUPPLY	WATER FUND
		43.98	MILLS FLEET FARM 3100		93826	SEPT 18 CREDIT CARD	9602.6275		OTHER EQUIPMENT PARTS	SEWER FUND
		8,695.84								
99101118	10/11/2018		100629 MN DEPT OF REV SALES TX							
		6.49	Sept Sales & Use Tax		93696	09302018	9101.2082		SALES/USE TAX PAYABLE	GENERAL FUND
		54.51	Sept Sales & Use Tax		93696	09302018	9101.4305		RENTAL FEES	GENERAL FUND
		10.94	Sept Sales & Use Tax		93696	09302018	9101.4328		ACCIDENT REPORTS	GENERAL FUND
		.38	Sept Sales & Use Tax		93696	09302018	9101.4308		SALES OF MAPS & PUBLICATIONS	GENERAL FUND
		.14	Sept Sales & Use Tax		93696	09302018	9101.4609		OTHER MISCELLANEOUS REVENUES	GENERAL FUND
		117.54	Sept Sales & Use Tax		93696	09302018	9601.2082		SALES/USE TAX PAYABLE	WATER FUND
		190.00								
99101218	10/12/2018		107885 DEPARTMENT OF LABOR AND INDUSTRY							
		2,768.44	Sept Surcharge Fees		93697	09302018	9101.2081		SURCHARGES-PERMITS	GENERAL FUND
		55.41-	Sept Surcharge Fees		93697	09302018	9101.4604		SURCHARGES	GENERAL FUND
		2,713.03								
99101518	10/15/2018		108768 COMDATA NETWORK INC							
		36.15	SUPERAMERICA 4877		93825	SEP 18 FUEL PCARD	0194.6223		GASOLINE	GENERAL GOVERNMENT BUILDINGS
		30.85	LITTLE DUKES RAMSEY		93825	SEP 18 FUEL PCARD	0194.6223		GASOLINE	GENERAL GOVERNMENT BUILDINGS
		31.38	LITTLE DUKES RAMSEY		93825	SEP 18 FUEL PCARD	0194.6223		GASOLINE	GENERAL GOVERNMENT BUILDINGS
		38.57	CASEYS RAMSEY		93825	SEP 18 FUEL PCARD	0194.6223		GASOLINE	GENERAL GOVERNMENT BUILDINGS
		39.16	LITTLE DUKES RAMSEY		93825	SEP 18 FUEL PCARD	0194.6223		GASOLINE	GENERAL GOVERNMENT BUILDINGS
		53.42	LITTLE DUKES RAMSEY		93825	SEP 18 FUEL PCARD	0194.6223		GASOLINE	GENERAL GOVERNMENT BUILDINGS
		54.39	LITTLE DUKES RAMSEY		93825	SEP 18 FUEL PCARD	0194.6223		GASOLINE	GENERAL GOVERNMENT BUILDINGS
		43.03	LITTLE DUKES RAMSEY		93825	SEP 18 FUEL PCARD	0194.6223		GASOLINE	GENERAL GOVERNMENT BUILDINGS
		33.22	HOLIDAY STNSTORE 0395		93825	SEP 18 FUEL	0211.6223		GASOLINE	POLICE PROTECTION

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99101518	10/15/2018		108768 COMDATA NETWORK INC						Continued...	
						PCARD				
		38.58	LITTLE DUKES RAMSEY		93825	SEP 18 FUEL PCARD	0211.6223		GASOLINE	POLICE PROTECTION
		12.36	LITTLE DUKES RAMSEY		93825	SEP 18 FUEL PCARD	0211.6223		GASOLINE	POLICE PROTECTION
		43.42	LITTLE DUKES RAMSEY		93825	SEP 18 FUEL PCARD	0211.6223		GASOLINE	POLICE PROTECTION
		9.81	CASEYS RAMSEY		93825	SEP 18 FUEL PCARD	0211.6223		GASOLINE	POLICE PROTECTION
		38.99	CASEYS RAMSEY		93825	SEP 18 FUEL PCARD	0211.6223		GASOLINE	POLICE PROTECTION
		42.75	CASEYS RAMSEY		93825	SEP 18 FUEL PCARD	0211.6223		GASOLINE	POLICE PROTECTION
		61.33	CASEYS RAMSEY		93825	SEP 18 FUEL PCARD	0211.6223		GASOLINE	POLICE PROTECTION
		31.46	LITTLE DUKES RAMSEY		93825	SEP 18 FUEL PCARD	0211.6223		GASOLINE	POLICE PROTECTION
		16.38	LITTLE DUKES RAMSEY		93825	SEP 18 FUEL PCARD	0211.6223		GASOLINE	POLICE PROTECTION
		24.73	LITTLE DUKES RAMSEY		93825	SEP 18 FUEL PCARD	0211.6223		GASOLINE	POLICE PROTECTION
		22.10	CASEYS RAMSEY		93825	SEP 18 FUEL PCARD	0211.6223		GASOLINE	POLICE PROTECTION
		24.31	CASEYS RAMSEY		93825	SEP 18 FUEL PCARD	0211.6223		GASOLINE	POLICE PROTECTION
		50.41	LITTLE DUKES RAMSEY		93825	SEP 18 FUEL PCARD	0211.6223		GASOLINE	POLICE PROTECTION
		41.52	LITTLE DUKES RAMSEY		93825	SEP 18 FUEL PCARD	0211.6223		GASOLINE	POLICE PROTECTION
		44.24	LITTLE DUKES RAMSEY		93825	SEP 18 FUEL PCARD	0211.6223		GASOLINE	POLICE PROTECTION
		37.97	LITTLE DUKES RAMSEY		93825	SEP 18 FUEL PCARD	0211.6223		GASOLINE	POLICE PROTECTION
		8.91	LITTLE DUKES RAMSEY		93825	SEP 18 FUEL PCARD	0211.6223		GASOLINE	POLICE PROTECTION
		44.46	LITTLE DUKES RAMSEY		93825	SEP 18 FUEL PCARD	0211.6223		GASOLINE	POLICE PROTECTION
		18.31	LITTLE DUKES RAMSEY		93825	SEP 18 FUEL PCARD	0211.6223		GASOLINE	POLICE PROTECTION

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									Continued...	
99101518	10/15/2018		108768 COMDATA NETWORK INC							
		12.49	LITTLE DUKES RAMSEY		93825	SEP 18 FUEL PCARD	0211.6223		GASOLINE	POLICE PROTECTION
		48.36	LITTLE DUKES RAMSEY		93825	SEP 18 FUEL PCARD	0211.6223		GASOLINE	POLICE PROTECTION
		37.80	LITTLE DUKES RAMSEY		93825	SEP 18 FUEL PCARD	0211.6223		GASOLINE	POLICE PROTECTION
		26.42	LITTLE DUKES RAMSEY		93825	SEP 18 FUEL PCARD	0211.6223		GASOLINE	POLICE PROTECTION
		19.09	LITTLE DUKES RAMSEY		93825	SEP 18 FUEL PCARD	0211.6223		GASOLINE	POLICE PROTECTION
		34.15	HOLIDAY STNSTORE 0395		93825	SEP 18 FUEL PCARD	0211.6223		GASOLINE	POLICE PROTECTION
		19.90	CASEYS RAMSEY		93825	SEP 18 FUEL PCARD	0211.6223		GASOLINE	POLICE PROTECTION
		24.18	LITTLE DUKES RAMSEY		93825	SEP 18 FUEL PCARD	0211.6223		GASOLINE	POLICE PROTECTION
		19.88	LITTLE DUKES RAMSEY		93825	SEP 18 FUEL PCARD	0211.6223		GASOLINE	POLICE PROTECTION
		34.67	LITTLE DUKES RAMSEY		93825	SEP 18 FUEL PCARD	0211.6223		GASOLINE	POLICE PROTECTION
		20.07	LITTLE DUKES RAMSEY		93825	SEP 18 FUEL PCARD	0211.6223		GASOLINE	POLICE PROTECTION
		34.75	LITTLE DUKES RAMSEY		93825	SEP 18 FUEL PCARD	0211.6223		GASOLINE	POLICE PROTECTION
		29.62	CASEYS RAMSEY		93825	SEP 18 FUEL PCARD	0211.6223		GASOLINE	POLICE PROTECTION
		47.25	CASEYS RAMSEY		93825	SEP 18 FUEL PCARD	0211.6223		GASOLINE	POLICE PROTECTION
		49.37	CASEYS RAMSEY		93825	SEP 18 FUEL PCARD	0211.6223		GASOLINE	POLICE PROTECTION
		29.68	LITTLE DUKES RAMSEY		93825	SEP 18 FUEL PCARD	0211.6223		GASOLINE	POLICE PROTECTION
		32.54	CASEYS RAMSEY		93825	SEP 18 FUEL PCARD	0211.6223		GASOLINE	POLICE PROTECTION
		38.85	CASEYS RAMSEY		93825	SEP 18 FUEL PCARD	0211.6223		GASOLINE	POLICE PROTECTION
		51.81	CASEYS RAMSEY		93825	SEP 18 FUEL PCARD	0211.6223		GASOLINE	POLICE PROTECTION
		34.45	LITTLE DUKES RAMSEY		93825	SEP 18 FUEL	0211.6223		GASOLINE	POLICE PROTECTION

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		23.25	LITTLE DUKES RAMSEY		93825	SEP 18 FUEL PCARD	0211.6223		GASOLINE	POLICE PROTECTION
		22.75	LITTLE DUKES RAMSEY		93825	SEP 18 FUEL PCARD	0211.6223		GASOLINE	POLICE PROTECTION
		24.92	LITTLE DUKES RAMSEY		93825	SEP 18 FUEL PCARD	0211.6223		GASOLINE	POLICE PROTECTION
		44.09	HOLIDAY STNSTORE 0323		93825	SEP 18 FUEL PCARD	0211.6223		GASOLINE	POLICE PROTECTION
		40.46	CASEYS RAMSEY		93825	SEP 18 FUEL PCARD	0211.6223		GASOLINE	POLICE PROTECTION
		29.84	LITTLE DUKES RAMSEY		93825	SEP 18 FUEL PCARD	0211.6223		GASOLINE	POLICE PROTECTION
		24.07	LITTLE DUKES RAMSEY		93825	SEP 18 FUEL PCARD	0211.6223		GASOLINE	POLICE PROTECTION
		44.25	LITTLE DUKES RAMSEY		93825	SEP 18 FUEL PCARD	0211.6223		GASOLINE	POLICE PROTECTION
		38.23	LITTLE DUKES RAMSEY		93825	SEP 18 FUEL PCARD	0211.6223		GASOLINE	POLICE PROTECTION
		36.44	LITTLE DUKES RAMSEY		93825	SEP 18 FUEL PCARD	0211.6223		GASOLINE	POLICE PROTECTION
		44.98	LITTLE DUKES RAMSEY		93825	SEP 18 FUEL PCARD	0211.6223		GASOLINE	POLICE PROTECTION
		22.30	LITTLE DUKES RAMSEY		93825	SEP 18 FUEL PCARD	0211.6223		GASOLINE	POLICE PROTECTION
		38.98	LITTLE DUKES RAMSEY		93825	SEP 18 FUEL PCARD	0211.6223		GASOLINE	POLICE PROTECTION
		29.33	LITTLE DUKES RAMSEY		93825	SEP 18 FUEL PCARD	0211.6223		GASOLINE	POLICE PROTECTION
		43.17	LITTLE DUKES RAMSEY		93825	SEP 18 FUEL PCARD	0211.6223		GASOLINE	POLICE PROTECTION
		28.63	LITTLE DUKES RAMSEY		93825	SEP 18 FUEL PCARD	0211.6223		GASOLINE	POLICE PROTECTION
		29.23	LITTLE DUKES RAMSEY		93825	SEP 18 FUEL PCARD	0211.6223		GASOLINE	POLICE PROTECTION
		24.16	HOLIDAY STNSTORE 0395		93825	SEP 18 FUEL PCARD	0211.6223		GASOLINE	POLICE PROTECTION
		48.31	HOLIDAY STNSTORE 0395		93825	SEP 18 FUEL PCARD	0211.6223		GASOLINE	POLICE PROTECTION

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99101518	10/15/2018		108768 COMDATA NETWORK INC						Continued...	
		16.82	HOLIDAY STNSTORE 0395		93825	SEP 18 FUEL PCARD	0211.6223		GASOLINE	POLICE PROTECTION
		24.43	HOLIDAY STNSTORE 0395		93825	SEP 18 FUEL PCARD	0211.6223		GASOLINE	POLICE PROTECTION
		41.80	KWIK TRIP 47400004747		93825	SEP 18 FUEL PCARD	0211.6223		GASOLINE	POLICE PROTECTION
		32.60	CASEYS RAMSEY		93825	SEP 18 FUEL PCARD	0211.6223		GASOLINE	POLICE PROTECTION
		39.28	LITTLE DUKES RAMSEY		93825	SEP 18 FUEL PCARD	0211.6223		GASOLINE	POLICE PROTECTION
		27.73	LITTLE DUKES RAMSEY		93825	SEP 18 FUEL PCARD	0211.6223		GASOLINE	POLICE PROTECTION
		63.51	LITTLE DUKES RAMSEY		93825	SEP 18 FUEL PCARD	0211.6223		GASOLINE	POLICE PROTECTION
		43.88	CASEYS RAMSEY		93825	SEP 18 FUEL PCARD	0211.6223		GASOLINE	POLICE PROTECTION
		25.66	LITTLE DUKES RAMSEY		93825	SEP 18 FUEL PCARD	0211.6223		GASOLINE	POLICE PROTECTION
		16.37	CASEYS RAMSEY		93825	SEP 18 FUEL PCARD	0211.6223		GASOLINE	POLICE PROTECTION
		34.12	CASEYS RAMSEY		93825	SEP 18 FUEL PCARD	0211.6223		GASOLINE	POLICE PROTECTION
		21.05	CASEYS RAMSEY		93825	SEP 18 FUEL PCARD	0211.6223		GASOLINE	POLICE PROTECTION
		41.19	LITTLE DUKES RAMSEY		93825	SEP 18 FUEL PCARD	0211.6223		GASOLINE	POLICE PROTECTION
		71.59	CASEYS RAMSEY		93825	SEP 18 FUEL PCARD	0211.6223		GASOLINE	POLICE PROTECTION
		81.40	LITTLE DUKES RAMSEY		93825	SEP 18 FUEL PCARD	0211.6223		GASOLINE	POLICE PROTECTION
		63.06	SUPERAMERICA 4508		93825	SEP 18 FUEL PCARD	0211.6223		GASOLINE	POLICE PROTECTION
		39.26	HOLIDAY STNSTORE 0395		93825	SEP 18 FUEL PCARD	0211.6223		GASOLINE	POLICE PROTECTION
		54.31	LITTLE DUKES RAMSEY		93825	SEP 18 FUEL PCARD	0211.6223		GASOLINE	POLICE PROTECTION
		47.02	HOLIDAY STNSTORE 0395		93825	SEP 18 FUEL PCARD	0211.6223		GASOLINE	POLICE PROTECTION
		36.65	CASEYS RAMSEY		93825	SEP 18 FUEL	0211.6223		GASOLINE	POLICE PROTECTION

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		32.65	LITTLE DUKES RAMSEY		93825	PCARD SEP 18 FUEL PCARD	0211.6223		GASOLINE	POLICE PROTECTION
		27.62	LITTLE DUKES RAMSEY		93825	SEP 18 FUEL PCARD	0211.6223		GASOLINE	POLICE PROTECTION
		32.25	LITTLE DUKES RAMSEY		93825	SEP 18 FUEL PCARD	0211.6223		GASOLINE	POLICE PROTECTION
		28.51	LITTLE DUKES RAMSEY		93825	SEP 18 FUEL PCARD	0211.6223		GASOLINE	POLICE PROTECTION
		49.61	LITTLE DUKES RAMSEY		93825	SEP 18 FUEL PCARD	0211.6223		GASOLINE	POLICE PROTECTION
		34.95	HOLIDAY STNSTORE 0395		93825	SEP 18 FUEL PCARD	0211.6223		GASOLINE	POLICE PROTECTION
		35.17	SUPERAMERICA 4508		93825	SEP 18 FUEL PCARD	0211.6223		GASOLINE	POLICE PROTECTION
		20.87	HOLIDAY STNSTORE 0395		93825	SEP 18 FUEL PCARD	0211.6223		GASOLINE	POLICE PROTECTION
		25.48	CASEYS RAMSEY		93825	SEP 18 FUEL PCARD	0211.6223		GASOLINE	POLICE PROTECTION
		32.98	CASEYS RAMSEY		93825	SEP 18 FUEL PCARD	0211.6223		GASOLINE	POLICE PROTECTION
		35.11	LITTLE DUKES RAMSEY		93825	SEP 18 FUEL PCARD	0211.6223		GASOLINE	POLICE PROTECTION
		30.26	BILL'S SUPERETTE #8 (F		93825	SEP 18 FUEL PCARD	0211.6223		GASOLINE	POLICE PROTECTION
		18.57	LITTLE DUKES RAMSEY		93825	SEP 18 FUEL PCARD	0211.6223		GASOLINE	POLICE PROTECTION
		21.91	LITTLE DUKES RAMSEY		93825	SEP 18 FUEL PCARD	0211.6223		GASOLINE	POLICE PROTECTION
		36.73	LITTLE DUKES RAMSEY		93825	SEP 18 FUEL PCARD	0211.6223		GASOLINE	POLICE PROTECTION
		40.98	CASEYS RAMSEY		93825	SEP 18 FUEL PCARD	0211.6223		GASOLINE	POLICE PROTECTION
		40.34	LITTLE DUKES RAMSEY		93825	SEP 18 FUEL PCARD	0211.6223		GASOLINE	POLICE PROTECTION
		43.51	LITTLE DUKES RAMSEY		93825	SEP 18 FUEL PCARD	0211.6223		GASOLINE	POLICE PROTECTION
		41.84	CASEYS RAMSEY		93825	SEP 18 FUEL PCARD	0211.6223		GASOLINE	POLICE PROTECTION

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99101518	10/15/2018		108768 COMDATA NETWORK INC							
		36.10	LITTLE DUKES RAMSEY		93825	SEP 18 FUEL PCARD	0211.6223		GASOLINE	POLICE PROTECTION
		35.48	CASEYS RAMSEY		93825	SEP 18 FUEL PCARD	0211.6223		GASOLINE	POLICE PROTECTION
		39.56	LITTLE DUKES RAMSEY		93825	SEP 18 FUEL PCARD	0211.6223		GASOLINE	POLICE PROTECTION
		32.97	CASEYS RAMSEY		93825	SEP 18 FUEL PCARD	0211.6223		GASOLINE	POLICE PROTECTION
		35.57	CASEYS RAMSEY		93825	SEP 18 FUEL PCARD	0211.6223		GASOLINE	POLICE PROTECTION
		38.00	LITTLE DUKES RAMSEY		93825	SEP 18 FUEL PCARD	0211.6223		GASOLINE	POLICE PROTECTION
		29.98	CASEYS RAMSEY		93825	SEP 18 FUEL PCARD	0211.6223		GASOLINE	POLICE PROTECTION
		40.75	BILL'S SUPERETTE #8 (F		93825	SEP 18 FUEL PCARD	0211.6223		GASOLINE	POLICE PROTECTION
		8.17	BILL'S SUPERETTE #8 (F		93825	SEP 18 FUEL PCARD	0211.6223		GASOLINE	POLICE PROTECTION
		39.97	LITTLE DUKES RAMSEY		93825	SEP 18 FUEL PCARD	0211.6223		GASOLINE	POLICE PROTECTION
		35.48	KWIK TRIP 47400004747		93825	SEP 18 FUEL PCARD	0211.6223		GASOLINE	POLICE PROTECTION
		35.86	HOLIDAY STNSTORE 0323		93825	SEP 18 FUEL PCARD	0211.6223		GASOLINE	POLICE PROTECTION
		33.40	HOLIDAY STNSTORE 0395		93825	SEP 18 FUEL PCARD	0211.6223		GASOLINE	POLICE PROTECTION
		35.85	HOLIDAY STNSTORE 0323		93825	SEP 18 FUEL PCARD	0211.6223		GASOLINE	POLICE PROTECTION
		30.34	CASEYS RAMSEY		93825	SEP 18 FUEL PCARD	0211.6223		GASOLINE	POLICE PROTECTION
		37.07	LITTLE DUKES RAMSEY		93825	SEP 18 FUEL PCARD	0211.6223		GASOLINE	POLICE PROTECTION
		17.32	CASEYS RAMSEY		93825	SEP 18 FUEL PCARD	0211.6223		GASOLINE	POLICE PROTECTION
		23.02	LITTLE DUKES RAMSEY		93825	SEP 18 FUEL PCARD	0211.6223		GASOLINE	POLICE PROTECTION
		30.83	CASEYS RAMSEY		93825	SEP 18 FUEL PCARD	0211.6223		GASOLINE	POLICE PROTECTION
		35.36	LITTLE DUKES RAMSEY		93825	SEP 18 FUEL	0211.6223		GASOLINE	POLICE PROTECTION

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		21.00	CASEYS RAMSEY		93825	PCARD SEP 18 FUEL PCARD	0211.6223		GASOLINE	POLICE PROTECTION
		23.28	LITTLE DUKES RAMSEY		93825	SEP 18 FUEL PCARD	0211.6223		GASOLINE	POLICE PROTECTION
		22.15	LITTLE DUKES RAMSEY		93825	SEP 18 FUEL PCARD	0211.6223		GASOLINE	POLICE PROTECTION
		36.85	LITTLE DUKES RAMSEY		93825	SEP 18 FUEL PCARD	0211.6223		GASOLINE	POLICE PROTECTION
		26.38	LITTLE DUKES RAMSEY		93825	SEP 18 FUEL PCARD	0211.6223		GASOLINE	POLICE PROTECTION
		38.99	HOLIDAY STNSTORE 0323		93825	SEP 18 FUEL PCARD	0211.6223		GASOLINE	POLICE PROTECTION
		37.99	HOLIDAY STNSTORE 0395		93825	SEP 18 FUEL PCARD	0211.6223		GASOLINE	POLICE PROTECTION
		38.95	HOLIDAY STNSTORE 0139		93825	SEP 18 FUEL PCARD	0211.6223		GASOLINE	POLICE PROTECTION
		25.60	CASEYS GEN STORE 1988		93825	SEP 18 FUEL PCARD	0211.6223		GASOLINE	POLICE PROTECTION
		45.31	CASEYS RAMSEY		93825	SEP 18 FUEL PCARD	0211.6223		GASOLINE	POLICE PROTECTION
		36.00	SUPERAMERICA 4508		93825	SEP 18 FUEL PCARD	0211.6223		GASOLINE	POLICE PROTECTION
		22.71	CASEYS RAMSEY		93825	SEP 18 FUEL PCARD	0211.6223		GASOLINE	POLICE PROTECTION
		32.94	CASEYS RAMSEY		93825	SEP 18 FUEL PCARD	0211.6223		GASOLINE	POLICE PROTECTION
		24.83	LITTLE DUKES RAMSEY		93825	SEP 18 FUEL PCARD	0211.6223		GASOLINE	POLICE PROTECTION
		27.15	LITTLE DUKES RAMSEY		93825	SEP 18 FUEL PCARD	0211.6223		GASOLINE	POLICE PROTECTION
		19.95	CASEYS RAMSEY		93825	SEP 18 FUEL PCARD	0211.6223		GASOLINE	POLICE PROTECTION
		24.41	BILL'S SUPERETTE #8 (F		93825	SEP 18 FUEL PCARD	0211.6223		GASOLINE	POLICE PROTECTION
		32.70	LITTLE DUKES RAMSEY		93825	SEP 18 FUEL PCARD	0211.6223		GASOLINE	POLICE PROTECTION
		21.97	CASEYS RAMSEY		93825	SEP 18 FUEL PCARD	0211.6223		GASOLINE	POLICE PROTECTION

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99101518	10/15/2018		108768 COMDATA NETWORK INC							
		25.67	CASEYS RAMSEY		93825	SEP 18 FUEL PCARD	0211.6223		GASOLINE	POLICE PROTECTION
		36.83	CASEYS RAMSEY		93825	SEP 18 FUEL PCARD	0211.6223		GASOLINE	POLICE PROTECTION
		32.99	CASEYS RAMSEY		93825	SEP 18 FUEL PCARD	0211.6223		GASOLINE	POLICE PROTECTION
		13.23	CASEYS RAMSEY		93825	SEP 18 FUEL PCARD	0211.6223		GASOLINE	POLICE PROTECTION
		19.29	LITTLE DUKES RAMSEY		93825	SEP 18 FUEL PCARD	0211.6223		GASOLINE	POLICE PROTECTION
		18.94	LITTLE DUKES RAMSEY		93825	SEP 18 FUEL PCARD	0211.6223		GASOLINE	POLICE PROTECTION
		34.53	CASEYS RAMSEY		93825	SEP 18 FUEL PCARD	0211.6223		GASOLINE	POLICE PROTECTION
		31.73	CASEYS RAMSEY		93825	SEP 18 FUEL PCARD	0211.6223		GASOLINE	POLICE PROTECTION
		22.74	LITTLE DUKES RAMSEY		93825	SEP 18 FUEL PCARD	0211.6223		GASOLINE	POLICE PROTECTION
		30.92	LITTLE DUKES RAMSEY		93825	SEP 18 FUEL PCARD	0211.6223		GASOLINE	POLICE PROTECTION
		27.44	LITTLE DUKES RAMSEY		93825	SEP 18 FUEL PCARD	0211.6223		GASOLINE	POLICE PROTECTION
		34.28	LITTLE DUKES RAMSEY		93825	SEP 18 FUEL PCARD	0211.6223		GASOLINE	POLICE PROTECTION
		29.78	LITTLE DUKES RAMSEY		93825	SEP 18 FUEL PCARD	0220.6223		GASOLINE	FIRE PROTECTION
		33.41	BILL'S SUPERETTE #8 (F		93825	SEP 18 FUEL PCARD	0220.6223		GASOLINE	FIRE PROTECTION
		20.78	LITTLE DUKES RAMSEY		93825	SEP 18 FUEL PCARD	0220.6223		GASOLINE	FIRE PROTECTION
		58.23	CASEYS RAMSEY		93825	SEP 18 FUEL PCARD	0220.6223		GASOLINE	FIRE PROTECTION
		38.37	BILL'S SUPERETTE #8 (F		93825	SEP 18 FUEL PCARD	0220.6223		GASOLINE	FIRE PROTECTION
		64.11	BILL'S SUPERETTE #8 (F		93825	SEP 18 FUEL PCARD	0220.6223		GASOLINE	FIRE PROTECTION
		26.19	LITTLE DUKES RAMSEY		93825	SEP 18 FUEL PCARD	0220.6223		GASOLINE	FIRE PROTECTION
		56.97	BILL'S SUPERETTE #11 (		93825	SEP 18 FUEL	0220.6223		GASOLINE	FIRE PROTECTION

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99101518	10/15/2018		108768 COMDATA NETWORK INC							
		34.58	LITTLE DUKES RAMSEY		93825	SEP 18 FUEL PCARD	0220.6223		GASOLINE	FIRE PROTECTION
		54.39	LITTLE DUKES RAMSEY		93825	SEP 18 FUEL PCARD	0220.6223		GASOLINE	FIRE PROTECTION
		51.35	CASEYS RAMSEY		93825	SEP 18 FUEL PCARD	0220.6223		GASOLINE	FIRE PROTECTION
		58.37	LITTLE DUKES RAMSEY		93825	SEP 18 FUEL PCARD	0220.6223		GASOLINE	FIRE PROTECTION
		56.93	LITTLE DUKES RAMSEY		93825	SEP 18 FUEL PCARD	0220.6223		GASOLINE	FIRE PROTECTION
		21.74	BILL'S SUPERETTE #8 (F		93825	SEP 18 FUEL PCARD	0220.6223		GASOLINE	FIRE PROTECTION
		69.96	BILL'S SUPERETTE #8 (F		93825	SEP 18 FUEL PCARD	0220.6223		GASOLINE	FIRE PROTECTION
		28.98	BILL'S SUPERETTE #8 (F		93825	SEP 18 FUEL PCARD	0220.6223		GASOLINE	FIRE PROTECTION
		36.49	CASEYS RAMSEY		93825	SEP 18 FUEL PCARD	0220.6223		GASOLINE	FIRE PROTECTION
		37.70	BILL'S SUPERETTE #11 (		93825	SEP 18 FUEL PCARD	0220.6223		GASOLINE	FIRE PROTECTION
		37.18	BILL'S SUPERETTE #11 (		93825	SEP 18 FUEL PCARD	0220.6223		GASOLINE	FIRE PROTECTION
		33.75	BILL'S SUPERETTE #11 (		93825	SEP 18 FUEL PCARD	0220.6223		GASOLINE	FIRE PROTECTION
		37.50	BILL'S SUPERETTE #11 (		93825	SEP 18 FUEL PCARD	0220.6223		GASOLINE	FIRE PROTECTION
		20.28	BILL'S SUPERETTE #11 (		93825	SEP 18 FUEL PCARD	0220.6223		GASOLINE	FIRE PROTECTION
		22.25	BILL'S SUPERETTE #8 (F		93825	SEP 18 FUEL PCARD	0220.6223		GASOLINE	FIRE PROTECTION
		35.19	LITTLE DUKES RAMSEY		93825	SEP 18 FUEL PCARD	0220.6223		GASOLINE	FIRE PROTECTION
		31.05	BILL'S SUPERETTE #8 (F		93825	SEP 18 FUEL PCARD	0220.6223		GASOLINE	FIRE PROTECTION
		18.29	BILL'S SUPERETTE #11 (		93825	SEP 18 FUEL PCARD	0220.6223		GASOLINE	FIRE PROTECTION
		16.46	BILL'S SUPERETTE #11 (		93825	SEP 18 FUEL PCARD	0220.6223		GASOLINE	FIRE PROTECTION

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99101518	10/15/2018		108768 COMDATA NETWORK INC							
		39.21	BILL'S SUPERETTE #11 (		93825	SEP 18 FUEL PCARD	0220.6223		GASOLINE	FIRE PROTECTION
		23.06	BILL'S SUPERETTE #11 (		93825	SEP 18 FUEL PCARD	0220.6223		GASOLINE	FIRE PROTECTION
		29.38	BILL'S SUPERETTE #8 (F		93825	SEP 18 FUEL PCARD	0220.6223		GASOLINE	FIRE PROTECTION
		62.44	BILL'S SUPERETTE #8 (F		93825	SEP 18 FUEL PCARD	0220.6223		GASOLINE	FIRE PROTECTION
		46.65	BILL'S SUPERETTE #8 (F		93825	SEP 18 FUEL PCARD	0220.6225		DIESEL FUEL	FIRE PROTECTION
		50.49	LITTLE DUKES RAMSEY		93825	SEP 18 FUEL PCARD	0220.6225		DIESEL FUEL	FIRE PROTECTION
		35.83	BILL'S SUPERETTE #8 (F		93825	SEP 18 FUEL PCARD	0220.6225		DIESEL FUEL	FIRE PROTECTION
		49.01	BILL'S SUPERETTE #8 (F		93825	SEP 18 FUEL PCARD	0220.6225		DIESEL FUEL	FIRE PROTECTION
		55.54	LITTLE DUKES RAMSEY		93825	SEP 18 FUEL PCARD	0220.6225		DIESEL FUEL	FIRE PROTECTION
		34.48	CASEYS RAMSEY		93825	SEP 18 FUEL PCARD	0220.6225		DIESEL FUEL	FIRE PROTECTION
		72.50	BILL'S SUPERETTE #8 (F		93825	SEP 18 FUEL PCARD	0220.6225		DIESEL FUEL	FIRE PROTECTION
		35.28	BILL'S SUPERETTE #8 (F		93825	SEP 18 FUEL PCARD	0220.6225		DIESEL FUEL	FIRE PROTECTION
		45.92	BILL'S SUPERETTE #8 (F		93825	SEP 18 FUEL PCARD	0220.6225		DIESEL FUEL	FIRE PROTECTION
		33.48	CASEYS RAMSEY		93825	SEP 18 FUEL PCARD	0240.6223		GASOLINE	PROTECTIVE INSPECTIONS
		39.67	CASEYS RAMSEY		93825	SEP 18 FUEL PCARD	0240.6223		GASOLINE	PROTECTIVE INSPECTIONS
		34.41	CASEYS RAMSEY		93825	SEP 18 FUEL PCARD	0240.6223		GASOLINE	PROTECTIVE INSPECTIONS
		39.23	CASEYS RAMSEY		93825	SEP 18 FUEL PCARD	0240.6223		GASOLINE	PROTECTIVE INSPECTIONS
		35.99	CASEYS RAMSEY		93825	SEP 18 FUEL PCARD	0240.6223		GASOLINE	PROTECTIVE INSPECTIONS
		36.69	CASEYS RAMSEY		93825	SEP 18 FUEL PCARD	0240.6223		GASOLINE	PROTECTIVE INSPECTIONS
		42.17	CASEYS RAMSEY		93825	SEP 18 FUEL	0240.6223		GASOLINE	PROTECTIVE INSPECTIONS

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description	Business Unit
99101518	10/15/2018		108768 COMDATA NETWORK INC						Continued...	
		61.84	BILL'S SUPERETTE #8 (F		93825	PCARD SEP 18 FUEL PCARD	0301.6223		GASOLINE	ENGINEERING
		60.30	CASEYS RAMSEY		93825	SEP 18 FUEL PCARD	0301.6223		GASOLINE	ENGINEERING
		60.88	CASEYS RAMSEY		93825	SEP 18 FUEL PCARD	0301.6223		GASOLINE	ENGINEERING
		37.48	CASEYS RAMSEY		93825	SEP 18 FUEL PCARD	0301.6223		GASOLINE	ENGINEERING
		59.84	LITTLE DUKES RAMSEY		93825	SEP 18 FUEL PCARD	0301.6223		GASOLINE	ENGINEERING
		25.90	LITTLE DUKES RAMSEY		93825	SEP 18 FUEL PCARD	0301.6223		GASOLINE	ENGINEERING
		61.69	BILL'S SUPERETTE #8 (F		93825	SEP 18 FUEL PCARD	0301.6223		GASOLINE	ENGINEERING
		62.45	BILL'S SUPERETTE #8 (F		93825	SEP 18 FUEL PCARD	0301.6223		GASOLINE	ENGINEERING
		53.39	BILL'S SUPERETTE #8 (F		93825	SEP 18 FUEL PCARD	0311.6223		GASOLINE	STREET MAINTENANCE
		61.23	CASEYS GEN STORE 1988		93825	SEP 18 FUEL PCARD	0311.6223		GASOLINE	STREET MAINTENANCE
		59.90	CASEYS RAMSEY		93825	SEP 18 FUEL PCARD	0311.6223		GASOLINE	STREET MAINTENANCE
		28.35	BILL'S SUPERETTE #8 (F		93825	SEP 18 FUEL PCARD	0311.6223		GASOLINE	STREET MAINTENANCE
		40.49	CASEYS RAMSEY		93825	SEP 18 FUEL PCARD	0311.6223		GASOLINE	STREET MAINTENANCE
		41.13	HOLIDAY STNSTORE 0323		93825	SEP 18 FUEL PCARD	0311.6223		GASOLINE	STREET MAINTENANCE
		51.79	CASEYS GEN STORE 1988		93825	SEP 18 FUEL PCARD	0311.6223		GASOLINE	STREET MAINTENANCE
		112.44	CASEYS RAMSEY		93825	SEP 18 FUEL PCARD	0311.6223		GASOLINE	STREET MAINTENANCE
		68.50	LITTLE DUKES RAMSEY		93825	SEP 18 FUEL PCARD	0311.6223		GASOLINE	STREET MAINTENANCE
		64.16	CASEYS RAMSEY		93825	SEP 18 FUEL PCARD	0311.6223		GASOLINE	STREET MAINTENANCE
		31.36	CASEYS RAMSEY		93825	SEP 18 FUEL PCARD	0311.6223		GASOLINE	STREET MAINTENANCE

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									Continued...	
99101518	10/15/2018		108768 COMDATA NETWORK INC							
		6.80	BILL'S SUPERETTE #8 (F		93825	SEP 18 FUEL PCARD	0311.6223		GASOLINE	STREET MAINTENANCE
		62.61	HOLIDAY STNSTORE 0395		93825	SEP 18 FUEL PCARD	0311.6223		GASOLINE	STREET MAINTENANCE
		49.69	LITTLE DUKES RAMSEY		93825	SEP 18 FUEL PCARD	0311.6223		GASOLINE	STREET MAINTENANCE
		64.80	LITTLE DUKES RAMSEY		93825	SEP 18 FUEL PCARD	0311.6223		GASOLINE	STREET MAINTENANCE
		67.66	LITTLE DUKES RAMSEY		93825	SEP 18 FUEL PCARD	0311.6223		GASOLINE	STREET MAINTENANCE
		64.25	LITTLE DUKES RAMSEY		93825	SEP 18 FUEL PCARD	0311.6223		GASOLINE	STREET MAINTENANCE
		42.12	CASEYS RAMSEY		93825	SEP 18 FUEL PCARD	0452.6223		GASOLINE	PARK & RECREATION
		58.00	BILL'S SUPERETTE #8 (F		93825	SEP 18 FUEL PCARD	0452.6223		GASOLINE	PARK & RECREATION
		44.01	LITTLE DUKES RAMSEY		93825	SEP 18 FUEL PCARD	0452.6223		GASOLINE	PARK & RECREATION
		40.62	BILL'S SUPERETTE #8 (F		93825	SEP 18 FUEL PCARD	0452.6223		GASOLINE	PARK & RECREATION
		43.33	BILL'S SUPERETTE #8 (F		93825	SEP 18 FUEL PCARD	0452.6223		GASOLINE	PARK & RECREATION
		50.45	CASEYS RAMSEY		93825	SEP 18 FUEL PCARD	0452.6223		GASOLINE	PARK & RECREATION
		59.25	CASEYS RAMSEY		93825	SEP 18 FUEL PCARD	0452.6223		GASOLINE	PARK & RECREATION
		79.82	CASEYS RAMSEY		93825	SEP 18 FUEL PCARD	0452.6223		GASOLINE	PARK & RECREATION
		63.13	CASEYS GEN STORE 1988		93825	SEP 18 FUEL PCARD	0452.6223		GASOLINE	PARK & RECREATION
		88.10	BILL'S SUPERETTE #8 (F		93825	SEP 18 FUEL PCARD	0452.6223		GASOLINE	PARK & RECREATION
		94.83	BILL'S SUPERETTE #8 (F		93825	SEP 18 FUEL PCARD	0452.6223		GASOLINE	PARK & RECREATION
		28.01	BILL'S SUPERETTE #8 (F		93825	SEP 18 FUEL PCARD	0452.6223		GASOLINE	PARK & RECREATION
		47.51	BILL'S SUPERETTE #8 (F		93825	SEP 18 FUEL PCARD	0452.6223		GASOLINE	PARK & RECREATION
		54.34	BILL'S SUPERETTE #8 (F		93825	SEP 18 FUEL	0452.6223		GASOLINE	PARK & RECREATION

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description	Business Unit
99101518	10/15/2018		108768 COMDATA NETWORK INC						Continued...	
						PCARD				
		50.03	BILL'S SUPERETTE #8 (F		93825	SEP 18 FUEL PCARD	0452.6223		GASOLINE	PARK & RECREATION
		84.07	BILL'S SUPERETTE #8 (F		93825	SEP 18 FUEL PCARD	0452.6223		GASOLINE	PARK & RECREATION
		73.46	CASEYS RAMSEY		93825	SEP 18 FUEL PCARD	0452.6223		GASOLINE	PARK & RECREATION
		122.69	CASEYS RAMSEY		93825	SEP 18 FUEL PCARD	0452.6223		GASOLINE	PARK & RECREATION
		51.83	CASEYS RAMSEY		93825	SEP 18 FUEL PCARD	0452.6223		GASOLINE	PARK & RECREATION
		86.78	CASEYS RAMSEY		93825	SEP 18 FUEL PCARD	0452.6223		GASOLINE	PARK & RECREATION
		65.00	BILL'S SUPERETTE #8 (F		93825	SEP 18 FUEL PCARD	0452.6223		GASOLINE	PARK & RECREATION
		43.09	BILL'S SUPERETTE #8 (F		93825	SEP 18 FUEL PCARD	0452.6223		GASOLINE	PARK & RECREATION
		35.56	BILL'S SUPERETTE #8 (F		93825	SEP 18 FUEL PCARD	9601.6223		GASOLINE	WATER FUND
		42.99	LITTLE DUKES RAMSEY		93825	SEP 18 FUEL PCARD	9601.6223		GASOLINE	WATER FUND
		66.53	LITTLE DUKES RAMSEY		93825	SEP 18 FUEL PCARD	9601.6223		GASOLINE	WATER FUND
		56.54	LITTLE DUKES RAMSEY		93825	SEP 18 FUEL PCARD	9601.6223		GASOLINE	WATER FUND
		61.00	BILL'S SUPERETTE #8 (F		93825	SEP 18 FUEL PCARD	9601.6223		GASOLINE	WATER FUND
		50.00	BILL'S SUPERETTE #8 (F		93825	SEP 18 FUEL PCARD	9601.6223		GASOLINE	WATER FUND
		58.70	BILL'S SUPERETTE #8 (F		93825	SEP 18 FUEL PCARD	9601.6223		GASOLINE	WATER FUND
		63.16	LITTLE DUKES RAMSEY		93825	SEP 18 FUEL PCARD	9601.6223		GASOLINE	WATER FUND
		92.46	LITTLE DUKES RAMSEY		93825	SEP 18 FUEL PCARD	9601.6225		DIESEL FUEL	WATER FUND
		81.15	HOLIDAY STNSTORE 0323		93825	SEP 18 FUEL PCARD	9602.6223		GASOLINE	SEWER FUND
		66.00	HOLIDAY STNSTORE 0323		93825	SEP 18 FUEL PCARD	9602.6223		GASOLINE	SEWER FUND

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description	Business Unit
									Continued...	
99101518	10/15/2018		108768 COMDATA NETWORK INC							
		75.92	HOLIDAY STNSTORE 0395		93825	SEP 18 FUEL PCARD	9602.6223		GASOLINE	SEWER FUND
		63.30	CASEYS RAMSEY		93825	SEP 18 FUEL PCARD	9602.6223		GASOLINE	SEWER FUND
		79.50	CASEYS RAMSEY		93825	SEP 18 FUEL PCARD	9602.6223		GASOLINE	SEWER FUND
		10,738.75								
99101718	10/17/2018		100219 HOME DEPOT COMMERCIAL ACCT PROGRAM							
		22.42	SEPTEMBER 2018 PURCHASES		93827	092818	0452.6249		MISCELLANEOUS OPERATING SUPPLY	PARK & RECREATION
		134.92	SEPTEMBER 2018 PURCHASES		93827	092818	0194.6281		SMALL TOOLS & MINOR EQUIPMENT	GENERAL GOVERNMENT BUILDINGS
		66.96	SEPTEMBER 2018 PURCHASES		93827	092818	9601.6249		MISCELLANEOUS OPERATING SUPPLY	WATER FUND
		224.30								
99246528	10/5/2018		100601 MN DEPT OF REV WH							
		10,825.05			93692	1004181047336	9101.2172		STATE WITHHOLDING	GENERAL FUND
		10,825.05								
99481993	10/5/2018		100398 PUBLIC EMPLOYEES RETIREMENT ASSN							
		19,133.40			93690	1004181047334	9101.2174		PERA-EMPLOYEE	GENERAL FUND
		25,502.67			93691	1004181047335	9101.2183		PERA-EMPLOYER	GENERAL FUND
		44,636.07								
99523684	10/5/2018		114790 GREAT WEST LIFE AND ANNUITY INS CO							
		6,849.00			93685	10041810473312	9101.2175		DEFERRED COMPENSATION	GENERAL FUND
		6,849.00								
99527097	10/5/2018		114790 GREAT WEST LIFE AND ANNUITY INS CO							
		2,653.89			93686	10041810473313	9101.2176		LIFE/HEALTH-EMPLOYEE	GENERAL FUND
		2,653.89								
99686707	10/5/2018		100223 ICMA RETIREMENT TRUST 457							
		2,191.99			93682	1004181047331	9101.2175		DEFERRED COMPENSATION	GENERAL FUND
		2,191.99								
		719,255.96	Grand Total							

Payment Instrument Totals

Checks	578,138.41
EFT Payments	141,117.55
Total Payments	719,255.96

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Payee Number	Payee Name / Mailing Address	Stub Message	Document Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount	Discount Taken	Supplier Number	Supplier Name
110402	ADVANCE AUTO PARTS	Auto Supplies	PV	93725	001	09101	9/7/2018	6313825064398	49.41		110402	ADVANCE AUTO PARTS
	ADVANCE AUTO PARTS			Summary Total					49.41			
	AAP FINANCIAL SERVICES	Auto Supplies	PV	93726	001	09101	9/6/2018	6313824939557	9.18			
	P O BOX 742063			Summary Total					9.18			
	ATLANTA GA 30374-2063	Auto Supplies	PV	93727	001	09602	9/11/2018	6313825464538	38.34			
				Summary Total					38.34			
		Auto Supplies	PV	93728	001	09101	9/12/2018	6313825564587	31.66			
				Summary Total					31.66			
		Auto Supplies	PV	93729	001	09101	9/19/2018	6313826264976	19.42			
				Summary Total					19.42			
		Mini Bulbs	PV	93730	001	09101	9/19/2018	6313826264975	11.90			
				Summary Total					11.90			
		Wheel Cylinder	PV	93731	001	09101	9/13/2018	6313825664696	12.99			
				Summary Total					12.99			
		Painted roto/Brk Pad Plat	PV	93732	001	09101	9/17/2018	6313826064813	144.27			
				Summary Total					144.27			
		Back-up Alarm	PV	93733	001	09101	9/13/2018	6313825664672	27.59			
				Summary Total					27.59			
		Oil Absorbent 40 lb	PV	93734	001	09101	9/17/2018	6313826064812	41.35			
				Summary Total					41.35			
		Brake Drum, Shoes, Pads	PV	93735	001	09101	9/13/2018	6313825664671	135.55			
				Summary Total					135.55			
		12 Volt Battery	PV	93736	001	09101	9/28/2018	4313827165408	32.19			
				Summary Total					32.19			

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Payee Number	Payee Name / Mailing Address	Stub Message	Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount	Discount Taken	Supplier Number	Supplier Name
		WHL WT	PV	93737	001	09101	9/28/2018	6313827165409	14.02			
				Summary Total					14.02			
		Wheel Weight Tool	PV	93738	001	09101	9/27/2018	6313827065375	29.19			
		Wheel Weight Tool	PV	93738	002	09101	9/27/2018	6313827065375	11.30			
				Summary Total					40.49			
				Payment Amount					608.36			
100017	AIRGAS USA, LLC	MISC GASES	PV	93739	001	09101	9/30/2018	9956182561	30.40		100017	AIRGAS USA, LLC
	AIRGAS USA LLC P O BOX 802576 CHICAGO IL 60680-2576			Summary Total					30.40			
				Payment Amount					30.40			
106641	AMERICAN PRESSURE INC	Hose 3/8" 75', Small Hose Stop	PV	93740	001	09101	10/11/2018	104070	185.54		106641	AMERICAN PRESSURE INC
	AMERICAN PRESSURE INC 3810 W BROADWAY ROBBINSDALE MN 55422			Summary Total					185.54			
				Payment Amount					185.54			
100029	ANOKA AREA CHAMBER OF COMMERCE	Annual Memebership Dues	PV	93741	001	09101	10/1/2018	24098	410.00		100029	ANOKA AREA CHAMBER OF COMMERCE
	ANOKA AREA CHAMBER OF COMMERCE 12 BRIDGE SQUARE ANOKA MN 55303			Summary Total					410.00			
		Annual Meeting Table	PV	93828	001	09101	10/15/2018	24166	140.00			
				Summary Total					140.00			
				Payment Amount					550.00			

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Payee Number	Payee Name / Mailing Address	Stub Message	Document Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount	Discount Taken	Supplier Number	Supplier Name
100043	ANOKA COUNTY PROPERTY RECORDS TAXATION	Sept 2018 Fees	PV	93820	001	09804	10/23/2018	10/01/2018	46.00		100043	ANOKA COUNTY PROPERTY RECORDS TAXATION
	ANOKA COUNTY PROPERTY RECORDS TAXATION	Sept 2018 Fees	PV	93820	002	09804	10/23/2018	10/01/2018	46.00			
	2100 - 3RD AVENUE	Sept 2018 Fees	PV	93820	003	09804	10/23/2018	10/01/2018	46.00			
	ANOKA MN 55303	Sept 2018 Fees	PV	93820	004	09804	10/23/2018	10/01/2018	46.00			
				Summary Total					184.00			
				Payment Amount					184.00			
111377	ANOKA MUNICIPAL UTILITY	08/31/2018 - 10/02/2018	PV	93829	001	09101	10/10/2018	22-613120-01 10/18	114.90		111377	ANOKA MUNICIPAL UTILITY
				Summary Total					114.90			
	ANOKA MUNICIPAL UTILITY CITY HALL	08/31/18 - 10/02/18 Bunker/Dys	PV	93830	001	09101	10/10/2018	22-612000-01 10/18	38.06			
				Summary Total					38.06			
	2015 FIRST AVENUE NO ANOKA MN 55303	08/31/18 - 10/02/18 14034 Dysp	PV	93831	001	09603	10/10/2018	22-610280-00 10/18	47.22			
				Summary Total					47.22			
				Payment Amount					200.18			
113508	APPRIZE TECHNOLOGY SOLUTIONS	Monthly Enroll/Annual Setup 19	PV	93782	001	09101	10/1/2018	16865	1,520.00		113508	APPRIZE TECHNOLOGY SOLUTIONS
	APPRIZE TECHNOLOGY SOLUTIONS 10405 6TH AVENUE NORTH SUITE 100 PLYMOUTH MN 55441			Summary Total					1,520.00			

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				Payment Amount					1,520.00			
100063	ASPEN MILLS	Alpha Zip Boot	PV	93743	001	09101	9/28/2018	224159	99.90		100063	ASPEN MILLS
	ASPEN MILLS 8201 C CENTRAL AVE NE SPRING LAKE PARK MN 55432			Summary Total					99.90			
				Payment Amount					99.90			
116646	BASIC	2018 ACA Elevate Option 1	PV	93744	001	09101	10/9/2018	10-180311	427.50		116646	BASIC
	BENEFIT ADMINISTRATIVE SERVICES INT'L CO PO BOX 775339 CHICAGO IL 60677-5339			Summary Total					427.50			
				Payment Amount					427.50			
100086	BLUE VELVET INC	Fire Car Washes Oct. 2018	PV	93745	001	09101	10/1/2018	FIRE OCT 2018	149.75		100086	BLUE VELVET INC
	BLUE VELVET INC 14101 ST FRANCIS BLVD	PD Car Washes Oct 2018	PV	93746	001	09101	10/1/2018	PD OCT 2018	299.50			
	RAMSEY MN 55303			Summary Total					299.50			
				Payment Amount					449.25			
100306	BUREAU OF CRIMINAL APPREHENSION	Jul-Sep Access Fees	PV	93747	001	09101	9/30/2018	503764	390.00		100306	BUREAU OF CRIMINAL APPREHENSION
	BUREAU OF CRIMINAL APPREHENSION MNJIS SECTION- ATTEN: KIM LACEK			Summary Total					390.00			

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Payee Number	Name / Mailing Address	Stub Message	Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount	Discount Taken	Supplier Number	Name
	1430 MARYLAND AVENUE EAST											
	ST PAUL MN 55106											
				Payment Amount					390.00			
116439	CANTEEN VENDING	Coffee Sales	PV	93748	001	09101	10/3/2018	24811	207.30		116439	CANTEEN VENDING
	CANTEEN VENDING			Summary Total					207.30			
	2492 DOSWELL AVENUE											
	ST PAUL MN 55108											
				Payment Amount					207.30			
116197	CINTAS CORPORATION	Gray Mats	PV	93749	001	09101	9/26/2018	4010176822	16.56		116197	CINTAS CORPORATION
	CINTAS CORPORATION			Summary Total					16.56			
	CINTAS LOC #4K	Fire Dept Mats	PV	93750	001	09101	10/3/2018	4010492728	13.20			
	P O BOX 650838			Summary Total					13.20			
	DALLAS TX 75265-0838	Uniform Cleaning	PV	93751	001	09101	10/3/2018	4010492740	30.00			
		Uniform Cleaning	PV	93751	002	09101	10/3/2018	4010492740	4.00			
		Uniform Cleaning	PV	93751	003	09101	10/3/2018	4010492740	27.46			
		Uniform Cleaning	PV	93751	004	09101	10/3/2018	4010492740	27.46			
				Summary Total					88.92			
		Uniform Cleaning	PV	93832	001	09101	10/10/2018	4010727821	30.00			
		Uniform Cleaning	PV	93832	002	09101	10/10/2018	4010727821	4.00			
		Uniform Cleaning	PV	93832	003	09101	10/10/2018	4010727821	31.63			
		Uniform Cleaning	PV	93832	004	09101	10/10/2018	4010727821	31.63			
				Summary Total					97.26			
				Payment Amount					215.94			
100111	COMMERCIAL ASPHALT	Asphalt	PV	93753	001	09101	9/30/2018	180930	22.39		100111	COMMERCIAL ASPHALT

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Payee Number	Payee Name / Mailing Address	Stub Message	Document Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount	Discount Taken	Supplier Number	Supplier Name
	COMPANY											COMPANY
	COMMERCIAL ASPHALT COMPANY P O BOX 1480 MAPLE GROVE MN 55311-6480			Summary Total					22.39			
				Payment Amount					22.39			
100120	CONTINENTAL RESEARCH CORP	Mister Fresh	PV	93754	001	09101	10/8/2018	46925-CRC-1	204.00		100120	CONTINENTAL RESEARCH CORP
	CONTINENTAL RESEARCH CORP PO BOX 15204 ST LOUIS MO 63110			Summary Total					204.00			
				Payment Amount					204.00			
100122	COOP'S LOCKSMITH SERVICES	Locksmith Service	PV	93755	001	09101	10/9/2018	50396	129.00		100122	COOP'S LOCKSMITH SERVICES
	COOP'S LOCKSMITH SERVICES 220 WEST MAIN STREET ANOKA MN 55303			Summary Total					129.00			
				Payment Amount					129.00			
113734	CURT KRIENS CONSTRUCTION	New concrete pads #5&#6	PV	93778	001	09805	10/8/2018	10082018	10,582.00		113734	CURT KRIENS CONSTRUCTION
	CURT KRIENS CONSTRUCTION 15740 AZURITE COURT RAMSEY MN 55303			Summary Total					10,582.00			
				Payment Amount					10,582.00			

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100141	DAVE PERKINS CONTRACTING INC	Water Service Dig & Insulate	PV	93834	001	09601	10/11/2018	26632	17,774.00		100141	DAVE PERKINS CONTRACTING INC
	DAVE PERKINS CONTRACTING INC 19745 NOWTHEN BLVD NW ANOKA MN 55303-9655			Summary Total					17,774.00			
				Payment Amount					17,774.00			
100144	DEHN OIL COMPANY	Dyed Diesel	PV	93835	001	09101	10/11/2018	62865	3,025.75		100144	DEHN OIL COMPANY
	DEHN OIL COMPANY 6735 141ST AVENUE NW RAMSEY MN 55303			Summary Total					3,025.75			
				Payment Amount					3,025.75			
112275	DESTINY SOFTWARE INC	Maint Lic Oct 18 - Sept 19	PV	93756	001	09101	10/1/2018	4120	3,500.00		112275	DESTINY SOFTWARE IN
	DESTINY SOFTWARE INC P O BOX 827 WOODINVILLE WA 98072			Summary Total					3,500.00			
				Payment Amount					3,500.00			
101185	DO ALL PRINTING COM INC	Happy Days T-Shirts	PV	93757	001	09297	10/3/2018	40980	732.30		101185	DO ALL PRINTING COM INC
	DO ALL PRINTING COM INC 6360 HIGHWAY 10 NW RAMSEY MN 55303			Summary Total					732.30			
				Payment Amount					732.30			

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100158	ECM PUBLISHERS INC	Project Hearing Notice	PV	93758	001	09435	9/21/2018	633543	198.88		100158	ECM PUBLISHERS INC
	ECM PUBLISHERS INC				Summary Total				198.88			
	4095 COON RAPIDS BLVD	Hearing Notice	PV	93759	001	09435	9/21/2018	633544	204.25			
	COON RAPIDS MN 55433				Summary Total				204.25			
		Hearing Notice	PV	93760	001	09435	9/21/2018	633545	204.25			
					Summary Total				204.25			
					Payment Amount				607.38			
100160	EH RENNER AND SONS INC	Work on Well #3	PV	93806	001	09601	10/9/2018	421	923.51		100160	EH RENNER AND SONS INC
	EH RENNER AND SONS INC				Summary Total				923.51			
	15688 JARVIS STREET	Work on Well #5	PV	93807	001	09601	10/9/2018	423	870.79			
	ELK RIVER MN 55330				Summary Total				870.79			
					Payment Amount				1,794.30			
100163	ELECTRIC SIGN AND LIGHTING INC	Repair Lights at Fire Station	PV	93761	001	09101	9/24/2018	20355	254.97		100163	ELECTRIC SIGN AND LIGHTING INC
	ELECTRIC SIGN AND LIGHTING INC 11328 ZANE AVENUE NORTH CHAMPLIN MN 55316-3462				Summary Total				254.97			
					Payment Amount				254.97			
100164	ELECTRIC SYSTEMS OF ANOKA INC	Siren #15	PV	93762	001	09101	10/4/2018	7110	146.50		100164	ELECTRIC SYSTEMS OF ANOKA INC
	ELECTRIC SYSTEMS OF ANOKA INC				Summary Total				146.50			

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	6314 HIGHWAY 10 NW	Siren #16	PV	93763	001	09101	10/4/2018	7086	358.00			
	ANOKA MN 55303	Siren #16	PV	93763	002	09101	10/4/2018	7086	1,197.90			
					Summary Total				1,555.90			
					Payment Amount				1,702.40			
104267	ELITE SANITATION	Portable Toilet Rental	PV	93836	001	09101	10/8/2018	25263	480.00		104267	ELITE SANITATION
	ELITE SANITATION				Summary Total				480.00			
	PO BOX 526											
	ELK RIVER MN 55330				Payment Amount				480.00			
100993	EMBEDDED SYSTEMS, INC	Repair Tornado Siren #15	PV	93764	001	09101	10/2/2018	343774	142.50		100993	EMBEDDED SYSTEMS, INC
	EMBEDDED SYSTEMS, INC				Summary Total				142.50			
	11931 HWY #65 NE	Repair Tornado Siren #2	PV	93765	001	09101	10/2/2018	343773	152.30			
	BLAINE MN 55434				Summary Total				152.30			
					Payment Amount				294.80			
106790	ESRI, INC	Maint Cont 10/2018 -10/2019	PV	93766	001	09101	10/2/2018	93530618	4,239.00		106790	ESRI, INC
	ESRI, INC				Summary Total				4,239.00			
	PO BOX 741076											
	LOS ANGELES CA 90074-1076				Payment Amount				4,239.00			

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113321	FACTORY MOTOR PARTS CO	ACP PF63F	PV	93767	001	09101	10/12/2018	6-1518459	51.36		113321	FACTORY MOTOR PART CO
				Summary Total					51.36			
	FACTORY MOTOR PARTS CO BIN 139107 P O BOX 9107 MINNEAPOLIS MN 55480-9107											
				Payment Amount					51.36			
100143	FERGUSON WATERWORKS # 2516	NEO MTR GSKT	PV	93768	001	09601	10/4/2018	0306207	32.99		100143	FERGUSON WATERWOF # 2516
				Summary Total					32.99			
	FERGUSON WATERWORKS 2516 P O BOX 802817 CHICAGO IL 60680-2817											
				Payment Amount					32.99			
112421	FIRST SCRIBE	RO Way Web Application	PV	93769	001	09101	10/1/2018	2478608	200.00		112421	FIRST SCRIBE
				Summary Total					200.00			
	FIRST SCRIBE 110 CHESHIRE LANE SUITE 105 MINNETONKA MN 55305											
				Payment Amount					200.00			
100186	FRANKENSIGNS INC	Nameplates/ Sullivan & Sanchez	PV	93770	001	09101	9/24/2018	272660	48.00		100186	FRANKENSIGNS INC
				Summary Total					48.00			
	FRANKENSIGNS 9133 DAVENPORT STREET NE P O BOX 490301 BLAINE MN 55449											

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				Payment Amount					48.00			
111473	GFOA	D. Lund 18/19 Membership	PV	93772	001	09101	9/17/2018	0123003 2018/2019	190.00		111473	GFOA
	GFOA 203 N LASALLE STREET SUITE 2700 CHICAGO IL 60601-1216			Summary Total					190.00			
				Payment Amount					190.00			
100200	GOPHER STATE ONE CALL INC	195 Tickets Sept 2018	PV	93771	001	09601	9/30/2018	8090674	87.75		100200	GOPHER STATE ONE CALL INC
	GOPHER STATE ONE CALL 7223 PARKWAY DRIVE SUITE 210 HANOVER MD 21076-1317	195 Tickets Sept 2018	PV	93771	002	09601	9/30/2018	8090674	87.75			
		195 Tickets Sept 2018	PV	93771	003	09601	9/30/2018	8090674	87.75			
				Summary Total					263.25			
				Payment Amount					263.25			
115760	HENRY SCHEIN INC	LIFEPAK/Locks Breakaway	PV	93773	001	09101	9/21/2018	57543805	169.38		115760	HENRY SCHEIN INC
	HENRY SCHEIN INC DEPT CH 10241 PALATINE IL 60055-0241			Summary Total					169.38			
				Payment Amount					169.38			
112160	HOLIDAY COMPANIES	PD Car Washes Sept 2018	PV	93774	001	09101	10/1/2018	468_01101807	19.50		112160	HOLIDAY COMPANIES

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	HOLIDAY COMPANIES 4567 AMERICAN BLVD W BLOOMINGTON MN 55437			Summary Total					19.50			
				Payment Amount					19.50			
112475	INNOVATIVE OFFICE SOLUTIONS	Supplies	PV	93775	001	09101	10/8/2018	IN2234522	86.62		112475	INNOVATIVE OFFICE SOLUTIONS
	INNOVATIVE OFFICE SOLUTIONS P O BOX 3393 INDIANAPOLIS IN 46206			Summary Total					86.62			
				Payment Amount					86.62			
106324	INSPECTRON INC	September 2018 Billing	PV	93776	001	09101	10/4/2018	10042018	7,200.00		106324	INSPECTRON INC
	INSPECTRON INC CODE COMPLIANCE INSPECTIONS 15120 CHIPPENDALE AVE SUITE 202 ROSEMOUNT MN 55068			Summary Total					7,200.00			
				Payment Amount					7,200.00			
116647	INTERSTATE REMOVAL LLC	Pot hole patching	PV	93777	001	09410	10/5/2018	49951	1,900.00		116647	INTERSTATE REMOVAL LLC
	INTERSTATE REMOVAL LLC PO BOX 1028 FOREST LAKE MN 55025			Summary Total					1,900.00			
				Payment Amount					1,900.00			
109846	LANDMARK CONCRETE	Street Repairs	PV	93779	001	09101	10/2/2018	0582-2018-00	4,640.00		109846	LANDMARK CONCRETE

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	LANDMARK CONCRETE 18600 ULYSSES STREET NE EAST BETHEL MN 55011			Summary Total					4,640.00			
				Payment Amount					4,640.00			
100256	LANO EQUIPMENT INC	BPA-LINK	PV	93780	001	09101	10/8/2018	02-602580	821.66		100256	LANO EQUIPMENT INC
	LANO EQUIPMENT INC 6140 HIGHWAY 10 NW ANOKA MN 55303			Summary Total					821.66			
				Payment Amount					821.66			
100259	LEAGUE OF MN CITIES INS TRUST	K. Hemmerich DOJ 8/6/18	PV	93781	001	09702	10/1/2018	13122	1,615.90		100259	LEAGUE OF MN CITIES INS TRUST
	LEAGUE OF MN CITIES INS TRUST C/O BERKLEY RISK SERVICES INC P O BOX 581517 MINNEAPOLIS MN 55458-1517			Summary Total					1,615.90			
				Payment Amount					1,615.90			
100271	MAIN MOTORS	Wheel/Sensor	PV	93783	001	09101	10/2/2018	335407	485.08		100271	MAIN MOTORS
	MAIN MOTORS 435 WEST MAIN STREET ANOKA MN 55303			Summary Total					485.08			
				Payment Amount					485.08			
113658	MARCO	Oct 2018 base rate charge	PV	93784	001	09101	10/1/2018	5633211	60.00		113658	MARCO

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	MARCO NW 7128 PO BOX 1450 MINNEAPOLIS MN 55485-7128			Summary Total					60.00			
				Payment Amount					60.00			
100283	MENARDS COON RAPIDS	Flex Blade Squeegee/RV Marine	PV	93837	001	09101	10/9/2018	86074	49.38		100283	MENARDS COON RAPID
	MENARDS COON RAPIDS 3045 MAIN STREET COON RAPIDS MN 55433			Summary Total					49.38			
				Payment Amount					49.38			
100284	MENARDS ELK RIVER	Fire Station 1	PV	93785	001	09101	9/28/2018	69787	159.91		100284	MENARDS ELK RIVER
	MENARDS ELK RIVER 19521 EVANS STREET NW ELK RIVER MN 55330-1077			Summary Total					159.91			
				Payment Amount					159.91			
108208	METRO PRODUCTS INC	Squeegee and Handle	PV	93838	001	09101	10/11/2018	138354	46.18		108208	METRO PRODUCTS INC
	METRO PRODUCTS INC 7401 CENTRAL AVENUE NE FRIDLEY MN 55432			Summary Total					46.18			
				Payment Amount					46.18			
100289	METRO SALES INC	Contract and Usage Charges	PV	93786	001	09101	10/3/2018	1179253	1,952.52		100289	METRO SALES INC
	METRO SALES INC	Contract and Usage Charges	PV	93786	002	09101	10/3/2018	1179253	583.22			

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	1620 EAST 78TH STEET MINNEAPOLIS MN 55423			Summary Total					2,535.74			
				Payment Amount					2,535.74			
106555	MINNEAPOLIS, CITY OF	Aug 2018 TC Pawn	PV	93752	001	09101	9/21/2018	400451002363	117.90		106555	MINNEAPOLIS, CITY OF
	MINNEAPOLIS FINANCE DEPT P O BOX 77038 MINNEAPOLIS MN 55480-7738			Summary Total					117.90			
				Payment Amount					117.90			
113946	MUNICIPAL EMERGENCY SERVICES INC	Globe GXtreme Coat & Pant	PV	93787	001	09101	9/29/2018	1268966	4,370.56		113946	MUNICIPAL EMERGENCY SERVICES INC
	MUNICIPAL EMERGENCY SERVICES INC	Globe GXtreme Coat & Pant	PV	93787	002	09101	10/23/2018	1268966	306.44-			
	DEPOSITORY ACCOUNT 75 REMITTANCE DRIVE SUITE 3135 CHICAGO IL 60675			Summary Total					4,064.12			
				Payment Amount					4,064.12			
116619	MUNICIPAL GROUP LLC	Delta Modtech Site Design	PV	93788	001	09230	9/29/2018	1007	360.00		116619	MUNICIPAL GROUP LLC
	MUNICIPAL GROUP LLC 9436 ULYSSES ST NE UNIT 156 BLAINE MN 55434			Summary Total					360.00			
				Payment Amount					360.00			
100345	NAPA AUTO PARTS ELK RIVER	Auto Suplies	PV	93789	001	09101	9/26/2018	981350	40.24		100345	NAPA AUTO PARTS ELK RIVER

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	NAPA AUTO PARTS ELK RIVER 17137 YALE STREET NW P O BOX 1041 ELK RIVER MN 55330			Summary Total					40.24			
				Payment Amount					40.24			
115167	NET TRANSCRIPTS INC	Sept 2018 transcripts	PV	93790	001	09101	9/26/2018	0020546	479.96		115167	NET TRANSCRIPTS INC
	NET TRANSCRIPTS INC 3707 N. 7TH STREET SUITE 320 PHOENIX AZ 85014			Summary Total					479.96			
				Payment Amount					479.96			
100354	NEWMAN TRAFFIC SIGNS	Film Red, Green, Blue	PV	93791	001	09101	9/26/2018	TRFINV005889	1,344.00		100354	NEWMAN TRAFFIC SIGN
	NEWMAN TRAFFIC SIGNS PO BOX 1728 JAMESTOWN ND 58402-1728			Summary Total					1,344.00			
				Payment Amount					1,344.00			
114239	NORTH AMERICAN SAFETY	Best Vest Class 2, S, M, L, XL	PV	93792	001	09101	10/11/2018	37960	147.50		114239	NORTH AMERICAN SAFETY
	NORTH AMERICAN SAFETY 326 S. ASH STREET BELLE PLAINE MN 56011			Summary Total					147.50			
				Payment Amount					147.50			
100360	NORTH STAR TOWING INC	97 Suzi Sidekick	PV	93793	001	09101	9/11/2018	62065	65.00		100360	NORTH STAR TOWING

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												INC
	NORTH STAR TOWING INC			Summary Total					65.00			
	833 NORTH STREET	17 Int's 7400 Green	PV	93794	001	09101	9/6/2018	62015	281.25			
	ANOKA MN 55303			Summary Total					281.25			
				Payment Amount					346.25			
101234	NORTH VALLEY, INC	Bit Trail Overlay	PV	93795	001	09101	9/28/2018	18290.1	21,511.96		101234	NORTH VALLEY, INC
	NORTH VALLEY, INC			Summary Total					21,511.96			
	20015 IGUANA STREET NW											
	NOWTHEN MN 55330			Payment Amount					21,511.96			
115232	NORTHERN TECHNOLOGIES LLC	Riverstone 1st Prof Serv	PV	93796	001	09804	9/8/2018	28720	155.50		115232	NORTHERN TECHNOLOGIES LLC
	NORTHERN TECHNOLOGIES LLC			Summary Total					155.50			
	3522 4TH AVENUE S	Rum River Pr Prof Serv	PV	93797	001	09804	10/8/2018	28761	2,601.75			
	FARGO ND 58103			Summary Total					2,601.75			
				Payment Amount					2,757.25			
101110	PATCHIN MESSNER DODD AND BRUMM	Special Benefit Consultations	PV	93798	001	09435	9/19/2018	21843	5,125.00		101110	PATCHIN MESSNER DOI AND BRUMM
	PATCHIN MESSNER DODD AND BRUMM	Special Benefit Consultations	PV	93798	002	09435	9/19/2018	21843	6,116.25			
	SUNSET PONDS OFFICE PARK	Special Benefit Consultations	PV	93798	003	09435	9/19/2018	21843	7,000.00			
	13961 WEST PRESERVE BLVD			Summary Total					18,241.25			

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	BURNSVILLE MN 55337											
				Payment Amount					18,241.25			
111488	POPP.COM INC	Sept 2018 Service	PV	93799	001	09101	9/30/2018	992511303	118.19		111488	POPP.COM INC
	POPP.COM INC	Sept 2018 Service	PV	93799	002	09101	9/30/2018	992511303	26.86			
	620 MENDELSSOHN AVE NO	Sept 2018 Service	PV	93799	003	09101	9/30/2018	992511303	32.23			
	SUITE 101											
	GOLDEN VALLEY MN 55427	Sept 2018 Service	PV	93799	004	09101	9/30/2018	992511303	182.66			
		Sept 2018 Service	PV	93799	005	09101	9/30/2018	992511303	32.23			
		Sept 2018 Service	PV	93799	006	09101	9/30/2018	992511303	91.33			
		Sept 2018 Service	PV	93799	007	09101	9/30/2018	992511303	37.61			
		Sept 2018 Service	PV	93799	008	09101	9/30/2018	992511303	108.57			
		Sept 2018 Service	PV	93799	009	09101	9/30/2018	992511303	86.58			
		Sept 2018 Service	PV	93799	010	09101	9/30/2018	992511303	106.28			
		Sept 2018 Service	PV	93799	011	09101	9/30/2018	992511303	57.73			
				Summary Total					880.27			
				Payment Amount					880.27			
100391	POSTMASTER	Nov/Dec 2018 Ramsey Resident	PV	93800	001	09101	10/8/2018	10082018	1,905.93		100391	POSTMASTER
	POSTMASTER			Summary Total					1,905.93			
	2168 - 7TH AVENUE NORTH											
	ANOKA MN 55303											
				Payment Amount					1,905.93			
100393	PRAIRIE RESTORATIONS INC	2018 Vegetation Mgmt	PV	93801	001	09101	10/1/2018	15119	325.00		100393	PRAIRIE RESTORATIONS INC
	PRAIRIE RESTORATIONS INC			Summary Total					325.00			

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	31646 128TH STREET	Brookfield 2018 Plant/Tree	PV	93802	001	09101	9/19/2018	14966	698.50			
	PRINCETON MN 55371				Summary Total				698.50			
		2018 River's Bend Park Veg Mgt	PV	93803	001	09101	9/28/2018	15094	437.50			
					Summary Total				437.50			
					Payment Amount				1,461.00			
112959	PREMIUM WATERS INC	Service Charge	PV	93804	001	09101	9/12/2018	316423597	38.19		112959	PREMIUM WATERS INC
	PREMIUM WATERS INC				Summary Total				38.19			
	P O BOX 9128	Monthly Oct 2018	PV	93805	001	09101	9/30/2018	316460012	50.74			
	MINNEAPOLIS MN 55480-9128				Summary Total				50.74			
					Payment Amount				88.93			
113737	RATWIK ROSZAK AND MALONEY PA	Sept 2018 Legal Services	PV	93839	001	09804	10/1/2018	10012018	435.00		113737	RATWIK ROSZAK AND MALONEY PA
	RATWIK ROSZAK AND MALONEY PA	Sept 2018 Legal Services	PV	93839	002	09804	10/1/2018	10012018	333.00			
	300 U.S. TRUST BUILDING	Sept 2018 Legal Services	PV	93839	003	09804	10/1/2018	10012018	840.50			
	730 SECOND AVENUE SOUTH				Summary Total				1,608.50			
	MINNEAPOLIS MN 55402	Sept 2018 Retainer	PV	93840	001	09101	10/1/2018	100118	2,842.50			
		Sept 2018 Retainer	PV	93840	002	09101	10/1/2018	100118	217.50			
					Summary Total				3,060.00			
					Payment Amount				4,668.50			
116092	ROADKILL ANIMAL CONTROL	Sept 2018 Pickup	PV	93808	001	09101	9/22/2018	09222018	93.00		116092	ROADKILL ANIMAL

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												CONTROL
	ROADKILL ANIMAL CONTROL 520 HAROLD DRIVE BURNSVILLE MN 55337			Summary Total					93.00			
				Payment Amount					93.00			
100431	SAFETY KLEEN CORPORATION	Self Recyc Parts Washer	PV	93809	001	09101	10/1/2018	CN07703869	110.97		100431	SAFETY KLEEN CORPORATION
	SAFETY KLEEN CORPORATION PO BOX 382066 PITTSBURGH PA 15250-8066			Summary Total					110.97			
				Payment Amount					110.97			
115583	SANDARIN, BARBARA	Oct 2018 Yoga Classes	PV	93810	001	09101	10/1/2018	821	450.00		115583	SANDARIN, BARBARA
	BARBARA SANDARIN 1824 113TH LANE NW COON RAPIDS MN 55433			Summary Total					450.00			
				Payment Amount					450.00			
110794	SCHMIDT CURB COMPANY INC	Curb Repair Rhinestone & Sunwd	PV	93811	001	09605	9/25/2018	18M55	900.00		110794	SCHMIDT CURB COMPA INC
	SCHMIDT CURB COMPANY INC 13195 95TH STREET NE ELK RIVER MN 55330			Summary Total					900.00			
				Payment Amount					900.00			

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

Payee Number	Payee Name / Mailing Address	Stub Message	Document Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount	Discount Taken	Supplier Number	Supplier Name
100854	ST PAUL, CITY OF	Asphalt Mix-11	PV	93833	001	09101	10/5/2018	IN00031386	130.88		100854	ST PAUL, CITY OF
	CITY OF ST PAUL 15 W KELLOGG BLVD 700 CITY HALL ST PAUL MN 55102				Summary Total				130.88			
					Payment Amount				130.88			
100469	STREICHER'S POLICE EQUIPMENT	Ballistic Plates	PV	93812	001	09101	9/21/2018	1332097	1,974.00		100469	STREICHER'S POLICE EQUIPMENT
	STREICHER'S POLICE EQUIPMENT 10911 WEST HWY 55 MINNEAPOLIS MN 55441				Summary Total				1,974.00			
					Payment Amount				1,974.00			
114151	TASC (FEES)	2Q 2018 Voya Trustee Fee	PV	93813	001	09101	9/30/2018	1350691	37.50		114151	TASC (FEES)
	TASC CLIENT INVOICES P O BOX 88278 MILWAUKEE WI 53288-0001				Summary Total				37.50			
					Payment Amount				37.50			
100485	TIMESAVER OFF SITE SECRETARIAL INC	9/13 P&R/9/25 Council Mtg	PV	93814	001	09101	9/28/2018	09282018	464.50		100485	TIMESAVER OFF SITE SECRETARIAL INC
	TIMESAVER OFF SITE SECRETARIAL INC 5291 RIVER OAK DRIVE				Summary Total				464.50			
		Oct 4,9 and 11 Meet Minutes	PV	93841	001	09101	10/11/2018	M24186	603.50			

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

Payee Number	Payee Name / Mailing Address	Stub Message	Document Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount	Discount Taken	Supplier Number	Supplier Name
	SAVAGE MN 55378			Summary Total					603.50			
				Payment Amount					1,068.00			
112024	TOWMASTER	INSTL TRUCK RAMSEY	PV	93815	001	09101	9/27/2018	408443	96,245.00		112024	TOWMASTER
	TOWMASTER 61381 US HWY 12 LITCHFIELD MN 55355			Summary Total					96,245.00			
				Payment Amount					96,245.00			
111742	TWIN CITY WATER CLINIC INC	September 2018 Samples	PV	93816	001	09601	10/1/2018	12198	300.00		111742	TWIN CITY WATER CLINIC INC
	TWIN CITY WATER CLINIC INC 617 13TH AVENUE SOUTH HOPKINS MN 55343			Summary Total					300.00			
				Payment Amount					300.00			
116648	WATER CONSERVATION SERVICES, INC	Rivers Bend Water Survey	PV	93842	001	09435	9/22/2018	8539	860.00		116648	WATER CONSERVATION SERVICES, INC
	WATER CONSERVATION SERVICES, INC 6251 WEST SHADOW LAKE DR LINO LAKES MN 55014			Summary Total					860.00			
				Payment Amount					860.00			
100639	WEISS, CHRIS	Supplies for Open House	PV	93817	001	09101	10/15/2018	10152018	80.00		100639	WEISS, CHRIS
	CHRIS WEISS	Supplies for Open House	PV	93817	002	09101	10/15/2018	10152018	19.99			

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

Payee Number	Payee Name / Mailing Address	Stub Message	Document Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount	Discount Taken	Supplier Number	Supplier Name
				Summary Total					99.99			
				Payment Amount					99.99			
105628	WELLS CATERING SERVICE	Council Mtg Meals 10/9/2018	PV	93818	001	09101	10/9/2018	44630	90.80		105628	WELLS CATERING SERVICE
	WELLS CATERING SERVICE 7533 SUNWOOD DRIVE SUITE 108 RAMSEY MN 55303			Summary Total					90.80			
				Payment Amount					90.80			
100539	WRIGHT TIRE SERVICE INC	4 Firestone Tires	PV	93819	001	09101	10/5/2018	63311	518.56		100539	WRIGHT TIRE SERVICE INC
	WRIGHT TIRE SERVICE INC 710 WEST MAIN STREET ANOKA MN 55303			Summary Total					518.56			
				Payment Amount					518.56			
				Total Amount to be Processed					232,279.37			
				Total Number of Payments to be Processed					78			

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #18-224

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

WHEREAS, the City of Ramsey Finance Department has made cash disbursements and received accounts payable invoicing during the period of October 4, 2018, through October 17, 2018, in the amount of $1,111,034.92 and

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

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

1) That the Ramsey City Council hereby approves the cash disbursements made and authorizes payment of the accounts payable invoices as detailed in the attached Bills List for the period October 4, 2018, through October 17, 2018, in the amount of $1,111,034.92.

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

and the following voted against the same:

and the following abstained:

and the following were absent:

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

_____
Acting Mayor

ATTEST:

_____
City Clerk

CC Regular Session **4. 6.**

Meeting Date: 10/23/2018

By: Chloe McGuire Brigl, Community Development

Information

Title

Adopt Resolution #18-200 Site Plan and a Conditional Use Permit at 9500 156th Ave NW allowing Outdoor Storage as a Principal Use contingent upon compliance with the Staff Review and City Engineer approval.

Purpose/Background:

The purpose of this case is to review the proposed Conditional Use Permit site plan for Rain for Rent to expand their business onto the currently vacant lot located at 9500 156th Ave NW. The subject property is just over 2.3 acres and is zoned E-1 Employment District. Outdoor storage as a principal use is allowed via conditional use permit in the E-1 District. The Planning Commission met and held a public hearing on October 4, 2018.

Notification:

The Planning Commission held a Public Hearing at their October Meeting.

Observations/Alternatives:

Summary

The proposed expansion is necessary due to the growth of Rain for Rent. The adjacent lot is currently vacant, and the applicant would like to expand onto the new site and utilize it for additional outdoor storage. The expansion would look similar to the site today. The applicant has proposed fencing in order to screen the outdoor storage. The lot and proposed storage areas meet all dimensional standards of the E-1 Employment district. Parking, storage, and maneuvering setbacks in this district are 20 feet. The applicant is meeting the 20 foot setback.

Code Requirements

Outdoor storage is allowed via conditional use permit as a principal use provided that:
a. Storage area is surfaced to control dust and subject to the approval of the zoning administrator.
b. This use does not take up parking space or loading area as required for conformity to this chapter.
c. The provisions of section 117-51 are considered and satisfactorily met.

Staff believes items (a) and (c) is met. Item (b) is addressed separately below:

Storage area is surfaced to control dust and subject to the approval of the zoning administrator.

The applicant is proposing gravel surfacing on the new lot for storage of equipment and vehicles. Staff is not generally supportive of unpaved parking areas, but believes that the applicant and staff may have found a compromise. The applicant has stated that due to the heavy machinery used in the business, gravel is much more efficient and cost-effective, as paved surfaces tend to break easily and need constant repairs. The applicant has proposed rubble strips on the access points off 156th Ave NW, in order to reduce the amount of gravel tracked onto public streets. The Planning Commission felt comfortable with the proposal.

Alternatives

Alternative 1. Approve Resolution #18-200 for Site Plan and a Conditional Use Permit at 9500 156th Ave NW. The proposed site plan is largely consistent with the City's zoning ordinance with minor revisions as noted in the staff review memos. The applicant has agreed to additional measures to keep gravel off public roadways and add fencing, which were Staff's initial concerns with the site. The Planning Commission supports this alternative.

Alternative 2. Deny request. Denying Site Plan and Conditional Use Permit for 9500 156th Ave NW. This would

leave a piece of property vacant in the City and prohibit the expansion of Rain for Rent's business. The Planning Commission does not support this alternative.

Funding Source:

The Applicant is responsible for all costs associated with this request.

Recommendation:

Planning Commission recommended Approval of Resolution #18-200 for Site Plan and a Conditional Use Permit at 9500 156th Ave NW.

Action:

Motion to Adopt Resolution #18-200 for Site Plan and a Conditional Use Permit at 9500 156th Ave NW allowing Outdoor Storage as a Principal Use contingent upon compliance with the Staff Review and City Engineer approval.

Attachments

Site Plan
Draft PC Minutes 10.4.18
Res #18-200

Form Review

Inbox	Reviewed By	Date
Tim Gladhill	Tim Gladhill	10/18/2018 11:31 AM
Tim Gladhill	Tim Gladhill	10/18/2018 01:08 PM
Kurt Ulrich	Kurt Ulrich	10/18/2018 02:19 PM
Form Started By: Chloe McGuire Brigl		Started On: 10/16/2018 10:35 AM
Final Approval Date: 10/18/2018		

CALL BEFORE YOU DIG!

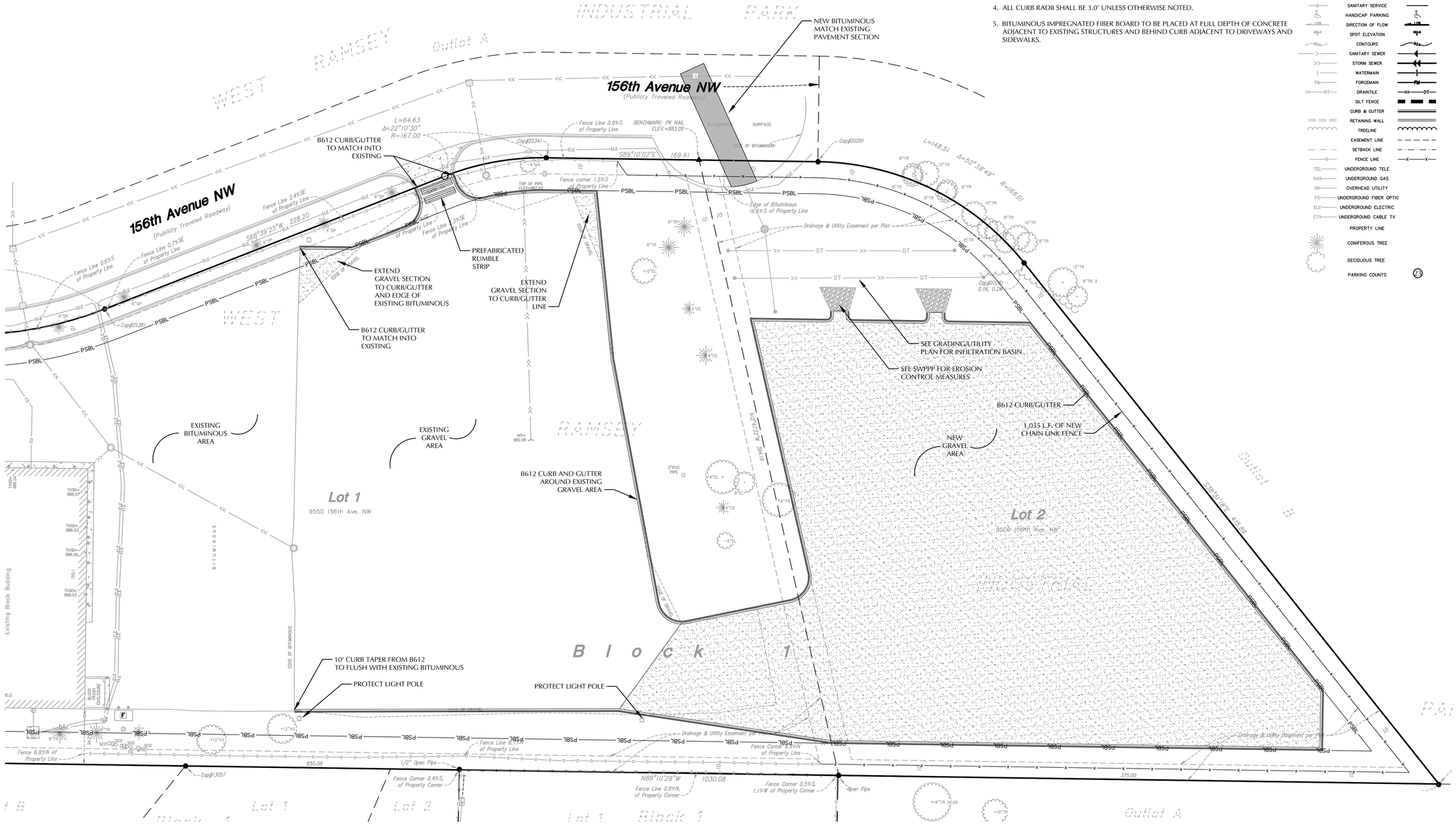
Gopher State One Call

TWIN CITY AREA: 651-454-0002
TOLL FREE: 1-800-252-1166

WARNING:

THE CONTRACTOR SHALL BE RESPONSIBLE FOR CALLING FOR LOCATIONS OF ALL EXISTING UTILITIES. THEY SHALL COOPERATE WITH ALL UTILITY COMPANIES IN MAINTAINING THEIR SERVICE AND / OR RELOCATION OF LINES.

THE CONTRACTOR SHALL CONTACT GOPHER STATE ONE CALL AT 651-454-0002 AT LEAST 48 HOURS IN ADVANCE FOR THE LOCATIONS OF ALL UNDERGROUND WIRES, CABLES, CONDUITS, PIPES, MANHOLES, VALVES OR OTHER BURIED STRUCTURES BEFORE DIGGING. THE CONTRACTOR SHALL REPAIR OR REPLACE THE ABOVE WHEN DAMAGED DURING CONSTRUCTION AT NO COST TO THE OWNER.



SITE DATA

CURRENT ZONING:	E-1 EMPLOYMENT DISTRICT
PARKING SETBACK:	20'
BUILDING SETBACK:	35' FRONT YARD
PROPERTY AREA:	100,391 SF 2.305 ACRES
EXISTING IMPERVIOUS AREA:	0 SF 0.00 ACRES - 0.0%
PROPOSED IMPERVIOUS AREA:	66,960 SF 1.537 ACRES - 66.7%

SITE PLAN LEGEND

GRAVEL STORAGE AREA

BITUMINOUS PAVEMENT REPLACEMENT

SITE NOTES

1. ALL PAVING, CONCRETE CURB, GUTTER AND SIDEWALK SHALL BE FURNISHED AND INSTALLED IN ACCORDANCE WITH THE DETAILS SHOWN PER THE DETAIL SHEET(S) AND STATE/LOCAL JURISDICTION REQUIREMENTS.
2. ALL CURB DIMENSIONS SHOWN ARE TO THE FACE OF CURB UNLESS OTHERWISE NOTED.
3. ALL BUILDING DIMENSIONS ARE TO THE OUTSIDE FACE OF WALL UNLESS OTHERWISE NOTED.
4. ALL CURB RADII SHALL BE 3.0' UNLESS OTHERWISE NOTED.
5. BITUMINOUS IMPREGNATED FIBER BOARD TO BE PLACED AT FULL DEPTH OF CONCRETE ADJACENT TO EXISTING STRUCTURES AND BEHIND CURB ADJACENT TO DRIVEWAYS AND SIDEWALKS.

0 30 60
SCALE IN FEET

EXISTING	CIVIL LEGEND	PROPOSED
	SANITARY MANHOLE	
	STORM MANHOLE	
	CATCH BASIN	
	CULVERT	
	HYDRANT	
	GATEVALVE	
	POST INDICATOR VALVE	
	LIGHT POLE	
	POWER POLE	
	SIGN	
	BENCHMARK	
	SOIL BORINGS	
	WATER MANHOLE	
	TELEPHONE MANHOLE	
	UTILITY MANHOLE	
	ELECTRIC MANHOLE	
W	WATER SERVICE	
S	SANITARY SERVICE	
	HANDICAP PARKING	
	DIRECTION OF FLOW	
	SPOT ELEVATION	
	CONTOURS	
	SANITARY SEWER	
	STORM SEWER	
	WATERMAIN	
FM	FORCEMAIN	
DT	DRAINTILE	
	SILT FENCE	
	CURB & GUTTER	
	RETAINING WALL	
	TREELINE	
	EASEMENT LINE	
	SETBACK LINE	
X	FENCE LINE	
TEL	UNDERGROUND TELE	
GAS	UNDERGROUND GAS	
OH	OVERHEAD UTILITY	
FO	UNDERGROUND FIBER OPTIC	
ELE	UNDERGROUND ELECTRIC	
CTV	UNDERGROUND CABLE TV	
	PROPERTY LINE	
	CONIFEROUS TREE	
	DECIDUOUS TREE	
	PARKING COUNTS	23

RAIN FOR RENT STORAGE ADDTITION

Ramsey, MN

RAMSEY LAND COMPANY, LLC

Bakersfield, CA 93309

LOUCKS

PLANNING
CIVIL ENGINEERING
LAND SURVEYING
LANDSCAPE ARCHITECTURE
ENVIRONMENTAL

7200 Hemlock Lane, Suite 300
Maple Grove, MN 55369
763.424.5505
www.loucksinc.com

CADD QUALIFICATION

CADD files prepared by the Consultant for this project are instruments of the Consultant professional services for use solely with respect to this project. These CADD files shall not be used on other projects, for additions to this project, or for completion of this project by others without written approval by the Consultant. With the Consultant's approval, others may be permitted to obtain copies of the CADD drawing files for information and reference only. All intentional or unintentional revisions, additions, or deletions to these CADD files shall be made at the full risk of that party making such revisions, additions or deletions and that party shall hold harmless and indemnify the Consultant from any & all responsibilities, claims, and liabilities.

SUBMITTAL/REVISIONS

09/06/2018	CITY SUBMITTAL

PROFESSIONAL SIGNATURE

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.

PJ Disch - PE
License No. 49933
Date

QUALITY CONTROL

Loucks Project No.	18309
Project Lead	PJD
Drawn By	DDL
Checked By	PJD
Review Date	09/06/18

SHEET INDEX

C1-1	DEMOLITION PLAN
C2-1	SITE PLAN
C3-1	GRADING & UTILITY PLAN
C3-2	SWPPP
C3-3	SWPPP
C8-1	DETAIL SHEET
L1-1	LANDSCAPE PLAN

SITE PLAN
C2-1

Plotted: 09 /06 / 2018 1:34 PM W:\2018\18308\CADD DATA\CIVIL\ dwg Sheet Files\C2-1 SITE PLAN

PLANNING COMMISSION
CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA

The Ramsey Planning Commission conducted a regular meeting on Thursday, October 4, 2018, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present:	Chairperson Randy Bauer Commissioner Bruce Anderson Commissioner Cheri Gengler Commissioner Daniel Onyambu Commissioner Patrick Surma Commissioner Matt Woestehoff
Members Absent:	Commissioner Gary VanScoy
Also Present:	Community Development Director Timothy Gladhill City Planner Chris Anderson City Planner Chloe McGuire Brigl

1. CALL TO ORDER

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

2. CITIZEN INPUT

None.

3. APPROVAL OF AGENDA

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

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

4. APPROVE PLANNING COMMISSION MINUTES

None.

5. PUBLIC HEARINGS/COMMISSION BUSINESS

5.01: Public Hearing: Consider Request for a Conditional Use Permit for the Operation of a Religious Institution in the B-1 General Business District (Project No. 18-151); Case of House of God Church

Public Hearing

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

Presentation

City Planner Anderson presented the staff report stating the City has received an application from House of God (the "Applicant") for a Conditional Use Permit to operate a religious institution on the property located at 5909 167th Ave NW (the "Subject Property"). The Subject Property is zoned B-1 General Business District, which presently does not identify Religious Institutions as either a permitted or conditional use. However, the Planning Commission did conduct a Public Hearing on September 6, 2018 concerning a Zoning Text Amendment that, if adopted by City Council, would identify Religious Institutions as a Conditional Use in both the B-1 and B-2 Business Districts.

Citizen Input

Commissioner Anderson asked how the sign and drive-thru awning would be addressed by the applicant.

City Planner Anderson reported he has spoken to the applicant regarding these items and the applicant has agreed to remove the encroaching sign and drive-thru awning.

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

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

Chairperson Bauer closed the public hearing closed at 7:09 p.m.

Commission Business

Motion by Commissioner Anderson, seconded by Commissioner Woestehoff, to recommend that City Council adopt Resolution #18-208 granting a Conditional Use Permit for the operation of a religious institution on the Subject Property.

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

5.02: Public Hearing: Review Site Plan and Conditional Use Permit Allowing Outdoor Storage as a Principal Use at 9500 156th Avenue NW; Case of Rain for Rent

Public Hearing

Chairperson Bauer called the public hearing to order at 7:11 p.m.

Presentation

Community Development Director Gladhill presented the staff report stating the purpose of this case is to review the proposed conditional use permit site plan for Rain for Rent to expand their business onto the currently vacant lot located at 9500 156th Ave NW. The subject property is just over 2.3 acres and is zoned E-1 Employment District. Outdoor storage as a principal use is allowed via conditional use permit in the E-1 District.

Citizen Input

Commissioner Anderson asked what the rumble strip was for.

Community Development Director Gladhill reported the rumble strip was being required to remove gravel from tires prior to leaving the site.

Brad Duffy, Branch Manager for Rain for Rent, thanked the Commission for their consideration and stated he looked forward to continuing to grow his business in the City or Ramsey.

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

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

Chairperson Bauer closed the public hearing closed at 7:16 p.m.

Commission Business

Commissioner Anderson questioned if the proposed gravel surface would be Class 5.

Community Development Director Gladhill reported this was the case.

Motion by Commissioner Gengler, seconded by Commissioner Woestehoff, to recommend that City Council adopt Resolution #18-200 for Site Plan and a Conditional Use Permit at 9500 156th Avenue NW allowing Outdoor Storage as a Principal Use contingent upon compliance with the Staff Review and City Engineer approval.

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

5.03: Public Hearing: Review Preliminary Plat for Residential Subdivision (PUD) for Shade Tree Cottages (Case 17-130); Case of Shade Tree Communities, LLC

Public Hearing

Chairperson Bauer called the public hearing to order at 7:18 p.m.

Presentation

City Planner Anderson presented the staff report stating the purpose of this case is to review a preliminary plat application for Shade Tree Cottages made by Shade Tree Communities, LLC (The Applicant) for a 35-home subdivision off Nowthen Boulevard and Potassium Street. The site was previously granted preliminary and final plat approval for a subdivision via Planned Unit Development (PUD) in 2005, but the final plat has since expired. Since the previous approval, City Code requirements for lot size and wetland setbacks have changed. The PUD zoning remains on the parcel, though the underlying zoning was R-1 (MUSA). Staff provided further comment on the request and recommended approval.

Citizen Input

Community Development Director Gladhill reported the R-2 zoning district was a more appropriate fit for this project. He reviewed the revisions the developer made to the concept plan based on the Planning Commission's previous comments.

Commissioner Anderson requested further information regarding the proposed lot sizes.

City Planner Anderson discussed the proposed lot sizes and addressed why a PUD was being pursued for this development. He provided further comment on the public benefit that was to be achieved through PUD's.

Community Development Director Gladhill reported this was a challenging project given the approvals that were made in the past.

Commissioner Anderson stated he saw no public benefit from this project, beyond the trails. He requested further comment from staff regarding this matter.

City Planner Anderson explained the initial proposal was lacking and agreed additional public benefit could be requested from the developer. He reported action on this item could be tabled in order for the developer to provide the Planning Commission with a written response to this concern.

Chairperson Bauer requested further information regarding the proposed street widths.

City Planner Anderson reviewed the proposed street widths with the Commission.

Community Development Director Gladhill commented further on how this project would impact the adjacent wetlands.

Commissioner Gengler asked if there was still an elevation change between this development and the property to the north.

City Planner Anderson reported this was the case.

Mary Lindo-Lamont, 15421 Nowthen Boulevard, expressed concern with the cost of the proposed road being passed onto the current property owners.

City Planner Anderson stated there were several different scenarios that have occurred regarding the proposed roadway improvements and one would have the developer paying all costs, another option would be to have the developer and City split the costs, and the last option would be to split the costs equally between the City, developer and benefiting properties.

Community Development Director Gladhill anticipated that the majority of the expense for the roadway improvements would be split between the City and the developer.

Terry Lamont, 15421 Nowthen Boulevard, asked how water would flow off of the proposed site.

Community Development Director Gladhill commented on the stormwater plan for the project and noted the adjacent properties would not be impacted by water runoff.

Chairperson Bauer reported this was the Preliminary Plat phase for this project and explained the final plat would be reviewed and approved by the City Council.

Ms. Lindo-Lamont asked how long it would take to approve the Final Plat.

City Planner Anderson explained the developer would have one year from approval of the Preliminary Plat to complete the Final Plat. He stated it was his understanding the developer wanted to begin construction in 2019 and would not be pushing out the project a whole year.

Tom Greenberg, 6032 157th Lane NW, explained he has lived along 157th Lane for 40 years and has enjoyed the open space behind his home. He stated he was opposed to the Preliminary Plat and recommended the City remove the PUD zoning from this parcel, noting the property should be reverted back to R-1. He understood this was a tough piece of property to develop and stated he was not expecting this parcel to be zoned PUD with a high such a high density. He explained the proposed development would put a third street around his home, which would box him in. He expressed concern with the small buffer between his home and the new roadway. He reported he has replaced his well and septic system and was not interested in hooking up to the City's system and encouraged the Commission to deny the request.

Chairperson Bauer asked what type of development could be placed on this property if it were zoned R-1.

City Planner Anderson commented and R-1 zoning district would require 80-foot-wide lots that were 10,800 square feet in size.

Community Development Director Gladhill discussed the number of lots that could locate on this parcel if it were zoned R-1. He explained this option has been reviewed with the developer and from the pro forma standpoint, it does not work.

Jordan Lahti, 6014 157th Lane NW, stated his main concerns with the proposed development was how it would increase traffic on Radium Street. He explained he has young children and noted he feared for their safety. He recommended additional control measures be considered for the intersection of Nowthen Boulevard and 157th Lane.

Community Development Director Gladhill stated this was a priority area for the City.

Mr. Lahti questioned how many of the neighbors would have to offer their support in order for the City to extend City water and sewer.

Community Development Director Gladhill reported the City would need to have at least 60% of the neighbors offering their support in order for this to move forward. He explained another option would be for the City to offer water and sewer connections when the roadway was reconstructed at some point in the near future.

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

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

Chairperson Bauer closed the public hearing closed at 8:11 p.m.

Commission Business

Commissioner Anderson asked what the width of 157th Avenue was.

Community Development Director Gladhill reported this roadway was 28 feet wide. He noted this was a private street.

Commissioner Anderson understood the expense for the reconstruction of Potassium Street was still up in the air. He commented he could not support a 24-foot width for Potassium Street and recommended that this roadway be 28 feet wide. He stated he saw very little public benefit from this project and recommended that it go back to the drawing board.

Commissioner Woestehoff asked if this project had a local developer.

Community Development Director Gladhill explained the developer was from the East Bethel area.

Motion by Commissioner Anderson, seconded by Commissioner Woestehoff, to recommend that City Council deny Resolution 18-209 granting Preliminary Plat for Shade Tree Cottages, contingent upon compliance with the Staff Review Letter and changes through the electronic plan review system and ensuring that internal trail is constructed to public trail standards and are classified as public trails.

Further discussion

Commissioner Gengler questioned why the recommendation for denial was being pursued.

Commissioner Anderson stated he believed the City could do more with this property and he was of the opinion the roadway could be wider. In addition, he did not see the public benefit through this development.

Commissioner Woestehoff was in agreement and stated he was very uncomfortable with the proposed lot sizes.

Commissioner Gengler stated she would like to hear form the developer prior to denying the request.

Commissioner Onyambu agreed stating he would like to hear from the developer as well.

Commissioner

Commissioner Anderson stated he understood this was a difficult parcel to develop. However, he supported the slate being cleaned with the developer starting over from the beginning on this development. He reported he would like to see this property rezoned from PUD to R-1.

Commissioner Woestehoff indicated he believed it spoke volumes that the developer was not before the Commission to address the comments and concerns that were raised at this meeting.

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

Motion by Commissioner Gengler, seconded by Commissioner Onyambu, to table action on the Preliminary Plat for Shade Tree Cottages and directing staff to work with the developer on alternatives.

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

6. COMMISSION BUSINESS

6.01: Consider Revised Site Plan Approval of Regency Ponds Self Storage

Presentation

Community Development Director Gladhill presented the Staff Report stating in 2017, the City approved an indoor self-storage facility at the intersection of Bunker Lake Boulevard and Ramsey Boulevard. To date, construction has not commenced. The original Developer has chosen to sell the project to a different Developer. The new Developer has chosen to slightly modify the approved site plan. Generally speaking, all previous contingencies of approval have been satisfied. The project must still go through Building Permit Review.

Commission Business

Commissioner Anderson asked if the current plan included a cul-de-sac.

Community Development Director Gladhill explained a cul-de-sac was not ideal. He commented on the fire lane that was proposed around the building.

Commissioner Anderson questioned if the landscaping plan had changed.

Community Development Director Gladhill reported the landscaping plan had not changed.

Motion by Commissioner Anderson, seconded by Commissioner Woestehoff, to recommend that City Council approve the revised Site Plan for Regency Ponds Self-Storage.

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

7. COMPREHENSIVE PLAN UPDATE ITEMS

None.

8. COMMISSION / STAFF INPUT

8.01: Receive Staff Update

The Staff Update was noted.

8.02: Zoning Bulletins

Zoning Bulletins were noted.

9. ADJOURNMENT

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

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

The regular meeting of the Planning Commission adjourned at 8:32 p.m.

Respectfully submitted,

_____
Tim Gladhill
Community Development Director

ATTEST:

_____
JoAnn Shaw
Community Development Assistant

Drafted by Heidi Guenther
TimeSaver Off Site Secretarial, Inc.

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

RESOLUTION #18-200

A RESOLUTION APPROVING SITE PLAN AND ISSUANCE OF A CONDITIONAL USE PERMIT TO ALLOW OUTDOOR STORAGE AS A PRINCIPAL USE ON THE PROPERTY GENERALLY KNOWN AS 9500 156th AVE NW

RECITALS

1. Ramsey Land Company, hereinafter referred to as the "Permittee", has properly applied for a Conditional Use Permit and Site Plan Review to allow outdoor storage as principal use to expand Rain for Rent business on the property legally described as follows:

   Lot 2, Block 1 West Ramsey Industrial Park

   (the "Subject Property")

2. That the Subject Property is located within the E-1 Employment District and is surrounded by properties zoned E-1, B-2, and a railroad.

3. The Subject Property is 2.3 acres.

4. That the Permittee operates Rain for Rent on the property generally known as 9550 156th Avenue NW and is proposing to expand those operations and outdoor storage onto the Subject Property as the business has outgrown its current location.

5. That outdoor storage as a principal use is allowed as a Conditional Use in the E-1 Employment District.

6. That the Permittee is proposing a gravel surface for the outdoor storage, and has also proposed rubble strips on the existing access point to reduce gravel tracking onto public roads.

7. That the Permittee has proposed a new access point off 156th Avenue Northwest.

8. That Lot 1, Block 1 West Ramsey Industrial Park is served by private well and septic; and that there are no plans to extend service to the Subject Property.

9. That the proposed paving, parking areas, and storage areas on the Subject Property conform to all applicable setbacks of the E-1 Employment District.

10. That the proposed use would not produce noise, vibrations, air pollution, fire hazard, or noxious emissions that will disturb or endanger neighboring properties.

FINDINGS OF FACT

1. That outdoor storage as a principal use will not be unduly dangerous or detrimental to persons residing or working in the vicinity of the use, or to the public welfare.

2. That outdoor storage as a principal use will not substantially adversely impair the use, enjoyment or market value of any of the surrounding properties.

3. That outdoor storage as a principal use will be maintained so as to be harmonious and appropriate in appearance with the existing or intended character of the general vicinity and will not change the essential character of the area.

4. That outdoor storage as a principal use will not be hazardous to existing or future neighboring uses.

5. That outdoor storage as a principal use will not impact essential public facilities and services, such as highways, streets, police and fire protection.

6. That outdoor storage as a principal use will not create excessive additional requirements at public cost for public facilities and services and will not be detrimental to the economic welfare of the community.

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

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

That the Ramsey City Council hereby grants approval of a Conditional Use Permit (the "**Permit**") and the Site Plan for outdoor storage as a principal use on the **Subject Property** contingent upon the following conditions:

CONDITIONS

1. That this **Permit** allows for outdoor storage as a principal use on the **Subject Property**.

2. That the **Permittee** shall obtain all necessary permits, including a building permit and a zoning permit, prior to construction of a building or fencing on the **Subject Property**.

3. That the **Permittee** shall comply with all applicable local, state, and federal regulations.

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

5. That the **Permittee** shall comply with plans submitted to City prepared by Louck's, dated September 6, 2018.

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

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

8. That this **Permit** shall automatically expire if the use is not initiated by October 23, 2019.

9. That a compliance certificate for the septic system on the **Subject Property** will be provided to the City before any improvements may take place on the **Subject Property.**

10. That the **Permittee** agrees that there shall be no parking of any vehicles or storage of any items related to the use outside the **Subject Property.** No vehicles or equipment may ever be stored or parked on 156th Avenue NW unless explicitly agreed to by the City.

11. That the **Permit** shall not be issued until final review and approval by the City Engineer, compliance with all comments in ProjectDox, and compliance with staff review letters.

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 23 of October, 2018

PERMITTEE

Ramsey Land Company hereby acknowledges receipt of this Permit and that they have reviewed the conditions of this Permit and have agreed that they will comply with the terms of this Permit.

By:_____ Its:_____

STATE OF MINNESOTA)
) SS.
COUNTY OF _____)

On this _____ day of _____, ____, before me, a Notary Public, personally appeared _____, Ramsey Land Company, to me known to be the person described in and who executed the foregoing instrument and acknowledged that they executed the same as their free act and deed.

_____
Notary Public

PROPERTY OWNER

Ramsey Land Company, hereby acknowledges receipt of this Permit and that they have reviewed the conditions of this Permit and have agreed that they will comply with the terms of this Permit.

By:_____ Its:_____

STATE OF MINNESOTA)
) SS.
COUNTY OF _____)

On this _____ day of _____, ____, before me, a Notary Public, personally appeared Ramsey Land Company, to me known to be the person described in and who executed the foregoing instrument and acknowledged that they executed the same as their free act and deed.

_____
Notary Public

CITY OF RAMSEY:

By:_____ By:_____
Acting Mayor City Clerk

STATE OF MINNESOTA)
) ss.
COUNTY OF ANOKA)

On this _____ day of _____, ____, before me a Notary Public personally appeared John LeTourneau and Jo Ann M. Thieling, to me personally known, who, being each by me duly sworn, did say that they are respectively the Acting Mayor and City Clerk of the City of Ramsey, the Municipal Corporation named in the foregoing instrument, and seal affixed to said instrument is the corporate seal of said Municipal corporation, and the said instrument was signed and sealed on behalf of said Municipal Corporation by authority of its City Council, and said John LeTourneau and Jo Ann M. Thieling acknowledge said instrument to be the free act and deed of said Municipal Corporation.

_____
Notary Public

This document drafted by:
City of Ramsey
7550 Sunwood Dr NW
Ramsey, MN 55303

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

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

CC Regular Session **4. 7.**

Meeting Date: 10/23/2018

Submitted For: Sean Sullivan, Community Development

By: Sean Sullivan, Community Development

Information

Title:

Adopt Resolution #18-225 Approving Lease Agreement with Todd Bialon (EZ Auto)

Purpose/Background:

The City entered into a 5 year lease with Todd Bialon (EZ Auto) on November 3, 2011 and this lease is attached for review. This lease was amended to extend two years beyond the Initial Term on November 3, 2016 and is attached for review. The two year extension ends on November 2, 2018. The City has since developed a new lease template that it has used for its new leases. This template has been reviewed by the City Attorney. Staff has met with Mr. Bialon and has reviewed the new terms of the proposed five year lease.

Attached to this case is a new/updated lease agreement. Below are some of the terms of the proposed lease:

- Lease for for five years 11/3/18-11/2/23
- Rent increased / adjusted to market, increases over future years included
- Rent covers taxes and base rent (Tenant responsible for all other costs)
- Tenant responsibile for maintenance / operations cost
- Clause included not allowing for polical signs
- Clause included to cover major "damage / destruction" situations (i.e. the City wont be liable)
- Tenant required to have Insurance
- Use: vehicle sales on paved lot on Lease Property
- Clause to allow early termination included

The attached lease agreement has been drafted / reviewed by the City Attorney. To date, Todd Bialon (EZ Auto) has been a good tenant. Revenue generated by this property covers, property taxes, city costs associated with its management and supports the RALF program. The lease allow the City to retain an exsting Ramsey business. One potential drawback to the this lease agreement is the use of city owned land for outside sales and display for a long period of time. However, this lease does not expand the existing use and the Tenant has demonstrated the ability to keep the sales of vehicles on the paved parking lot to comply with city rules.

Recommendation:

Motion to Adopt Resolution #18-225 Approving Lease Agreement with Todd Bialon (EZ Auto)

Action:

Motion to Adopt Resolution #18-225 Approving Lease Agreement with Todd Bialon (EZ Auto)

Attachments

Bialon Lease Agreement 10.16.18

Bialon Lease Calculation

Lease Bialon 11.3.11

Lease Amendment Bialon 2016

#18-225 Resolution Approving Lease Agreement with Todd Bialon (EZ Auto)

Form Review

Inbox	Reviewed By	Date
Tim Gladhill	Tim Gladhill	10/18/2018 11:29 AM
Sean Sullivan (Originator)	Sean Sullivan	10/18/2018 01:43 PM
Tim Gladhill	Tim Gladhill	10/18/2018 01:51 PM
Kurt Ulrich	Kurt Ulrich	10/18/2018 02:15 PM
Form Started By: Sean Sullivan		Started On: 10/15/2018 09:07 AM
Final Approval Date: 10/18/2018		

LEASE AGREEMENT

This Lease Agreement, dated this _____ day of _____, 2018, (this "Lease") by and between the **CITY OF RAMSEY**, Anoka County, Minnesota, a Minnesota municipal corporation ("Landlord") and **Todd Bialon** ("Tenant").

1. LEASED PROPERTY:

Premises. The lease premises consists of 32,626 square feet of paved parking surface space located on Parcel 1 and Parcel 2 immediately east of 7551 Highway 10 NW in Ramsey

; as identified by the following Anoka County property identification numbers:

a. Parcel 1 – PIN 28-32-25-31-0020

b. Parcel 2 – PIN 28-32-25-31-0007

The legal descriptions for Parcel 1 and Parcel 2 are as set forth in Anoka County property records. To the extent those records conflict with the legal descriptions in the Lease Data Sheet for Parcel 1 and Parcel 2, the property records control.

2. TERM:

Term. The term of this lease is for a period of five years commencing on the 3rd day of November, 2018 (sometimes called "the Commencement Date") and expiring the 2nd day of November, 2023 (sometimes called "Expiration Date"), unless sooner terminated as hereinafter provided.

Early Termination. Notwithstanding Term described in 2(a) and 2(b) above, Landlord and Tenant reserve the right to terminate this Lease without cause at any time with one year's written notice.

Option to Renew. Tenant shall notify Landlord, in writing, at least sixty (60) days before the Expiration Date of Tenant's intent to renew the Lease Term for an additional thirty six (36) months ("Option Period "). Monthly rent in the Option Period shall be equal to the monthly rent in the last year of the initial lease term.

3. BASE RENT:

a. **Rent.** Tenant shall pay Landlord, a total monthly rent payment in advance without offset, deduction or demand, as follows:

$1,762.00	per month on November 3, 2018 and a like amount on each first day of the month thereafter through November 2, 2019; and
$1,806.00	per month on November 3, 2019 and a like amount on each first day of the month thereafter through November 2, 2020; and

$1,851.00 per month on November 3, 2020, and a like amount on each first day of the month thereafter through November 2, 2021; and

$1,897.00 per month on November 3, 2021 and a like amount on each first day of the month thereafter through November 2, 2022; and

$1,945.00 per month on November 3, 2022 and a like amount on each first day of the month thereafter through November 2, 2023.

The rent described in paragraph 3 is hereinafter referred to as the "Base Rent."

b. **Late Fee.** If Landlord does not receive rent by the tenth day of the month, Tenant must pay a late fee equal to five percent of the overdue rent payment as additional rent. Rent is deemed "paid" upon receipt by Landlord, not when mailed or sent by Tenant.

c. **Real Estate Tax Increase.** Notwithstanding the Base Rent described above, in the event the annual real estate property taxes levied against the Leased Property exceed 50% of the annual Base Rent, the Base Rent shall be increased so that the annual real estate property taxes is never greater than 50% of Base Rent. To effectuate this minimum rent requirement, the monthly Base Rent due on the next succeeding June 1 of the year in which the real estate property tax increase is effective, and each succeeding first day of the month thereafter, shall be increased to equal one 1/12 of the annual real estate property taxes then levied against the Leased Property, greater than 50% of Base Rent.

4. ADDITIONAL RENT:

a. **Operating Expenses**. Tenant shall pay all operating expenses including utilities incurred by Tenant in operating the Leased Property. The term "Operating Expenses" includes but is not limited to the maintenance, repair and operation of utilities and lighting, parking and landscaped areas and signs, as well as snow removal and non-structural repair and maintenance of the exterior of the building, all associated with the premises being rented. Failure to pay operating expenses when due shall constitute a default under this lease.

The payment of the sums set forth in this paragraph 4 shall be in addition to the Base Rent payable pursuant to paragraph 3 of this Lease. If Tenant fails to pay the Operating Expenses when due, Landlord may pay same and the same shall be immediately due to Landlord from Tenant together with 10% interest per annum.

The above is sometimes called the "Additional Rent."

b. Tenant shall not be responsible for the payment of any real estate taxes. Real estate taxes shall be the sole responsibility of Landlord, except as required in paragraph 3.

5. COVENANTS TO PAY RENT:

The covenants of Tenant to pay the Base Rent and the Additional Rent are each independent of any other covenant, condition, provision or agreement contained in this Lease. All rents are

payable to Landlord at Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota, or such other place as Landlord may designate.

6. UTILITIES:

Tenant shall provide mains and conduits to supply electricity to the Leased Property. Tenant shall pay, when due, all charges for garbage disposal, refuse removal, electricity, telephone and/or other utility services or energy source furnished to the Leased Property during the term of this Lease, or any renewal or extension thereof. In addition, Tenant shall be responsible to pay the City of Ramsey's quarterly storm water utility charge. If Landlord elects to furnish any of the foregoing utility services or other services furnished to Tenant, then the rate charged by Landlord shall not exceed the rate Tenant would be required to pay to a utility company or service company furnishing any of the foregoing utilities or services. The charges thereof shall be deemed Additional Rent in accordance with paragraph 4. Tenant shall not be entitled to any abatement or reduction of Base Rent by reason of Landlord's failure to furnish any of the foregoing utilities when such failure is caused by accident, breakage, repairs (including replacements), strikes, lockouts or other labor disturbances or labor disputes of any character, or for any other causes.

7. CARE AND REPAIR OF LEASED PROPERTY:

Tenant shall, at all times throughout the term of this Lease, including any renewals and extensions, and at its sole expense, keep and maintain the Leased Property in a clean, safe, sanitary and first class condition and in compliance with all applicable laws, codes, ordinances, rules and regulations. Tenant's obligations hereunder shall include but not be limited to the maintenance and repair of all lighting and equipment, fixtures, motors and machinery including the overhead door opening systems, all interior walls, partitions, doors and windows, including the regular painting thereof, all exterior entrances, windows and doors and the replacement of all broken glass. Tenant shall keep and maintain all portions of the Leased Property and the sidewalk and areas adjoining the same in a clean and orderly condition, free of accumulation of dirt, rubbish, snow and ice. Tenant shall be responsible for all outside maintenance of the Leased Property, including grounds and parking areas. Tenant shall properly utilize, maintain and repair the septic system and associated drain field. No parking of any vehicles or equipment is allowed on the drain field.

If Tenant fails, refuses or neglects to maintain or repair the Leased Property as required in this Lease after notice shall have been given Tenant, in accordance with paragraph 31 of this Lease, Landlord may make such repairs without liability to Tenant for any loss or damage that may accrue to Tenant's merchandise, fixtures or other personal property or to Tenant's business by reason thereof, and upon completion thereof, Tenant shall pay to Landlord all costs incurred by Landlord in making such repairs upon presentation to Tenant of bill therefore.

Landlord shall repair, at its expense, the structural portions of the Leased Property, provided, however, where structural repairs are required to be made by reason of the acts of Tenant, the costs thereof shall be borne by Tenant and payable by Tenant to Landlord upon demand.

8. SIGNS:

Any sign, lettering, picture, notice or advertisement installed on or in any part of the Leased Property and visible from the exterior of the Leased Property, or visible from the exterior of the Leased Property, must be approved in advance by Landlord and installed at Tenant's expense and be in compliance with all City of Ramsey sign code regulations. Tenant may not post any political signs in relation to City, School District, County, or State elections or policy initiatives. In the event of a violation of the foregoing by Tenant, Landlord may remove the same without any liability and may charge Tenant the expense incurred for such removal.

9. ALTERATIONS, INSTALLATION, FIXTURES:

a. **AS IS Condition**. Except as may be expressly modified herein, Tenant leases the Leased Property in an 'AS IS" condition and Landlord shall not be responsible for any repairs or modifications thereto.

b. Except as hereinafter provided, Tenant shall not make any alternation, additions, or improvements in or to the Leased Property or add, disturb or in any way change any plumbing or wiring therein without the prior written consent of Landlord. In the event alterations are required by any governmental agency by reason of the use and occupancy of the Leased Property by Tenant, Tenant shall make such alterations at its own cost and expense after first obtaining Landlord's approval of plans and specifications therefore and furnishing such indemnification as Landlord may reasonably require against liens, costs, damages and expenses arising out of such alterations. Alterations or additions by Tenant must be done in compliance with all laws, ordinances and governmental regulations affecting the Leased Property and Tenant shall warrant to Landlord that all such alterations, additions, or improvements shall be in strict compliance with all relevant laws, ordinances, governmental regulations, and insurance requirements. Construction of such alterations or additions shall commence only upon Tenant obtaining and exhibiting to Landlord the requisite approvals, licenses and permits and indemnification against liens. All alterations, installations, physical additions or improvements to the Leased Property made by Tenant shall at the option of Landlord become the property of Landlord and shall be either removed by Tenant at Tenant's sole cost or surrendered to Landlord upon the termination of this Lease; provided, however, this clause shall not apply to movable equipment or furniture owned by Tenant which may be removed by Tenant at the end of the term if this Lease is not then in default.

10. POSSESSION:

Except as hereinafter provided Landlord shall deliver possession of the Leased Property to Tenant in the condition required by this Lease on or before the Commencement Date, but delivery of possession prior to or later than such Commencement Date shall not affect the expiration date of this Lease. The rentals herein reserved shall commence on the date when possession of the Leased Property is delivered by Landlord to Tenant. Any occupancy by Tenant prior to the beginning of the term shall in all respects be the same as that of Tenant under this Lease. Landlord shall have no responsibility or liability for loss or damage to fixtures, facilities or equipment installed or left on the Leased Property. If Leased Property is not ready for occupancy by Commencement Date and possession is later than Commencement Date, rent shall

begin on date of possession. If for any reason, Landlord cannot deliver possession of the Leased Property to Tenant by the Commencement Date, in no event shall landlord be subject to any liability for a delay in delivery and such failure shall not affect the validity of this Lease or the obligations of tenant under, and Tenant's remedies for such delay shall be limited to termination of this Lease in the event that Landlord fails to deliver the Leased Property to Tenant within 30 days of the Commencement Date.

11. SECURITY AND DAMAGE DEPOSIT:

Tenant contemporaneously with the execution of this Lease, has deposited with Landlord the sum of One Thousand Seven Hundred Sixty-two and 00/100 Dollars ($1,762.00), receipt of which is hereby acknowledged by Landlord, which deposit is to be held by Landlord, as a security and damage deposit for the faithful performance by Tenant during the term hereof or any extension hereof. Prior to the time when Tenant shall be entitled to the return of this security deposit, Landlord may commingle such deposit with Landlord's own funds and to sue such security deposit for such purpose as Landlord may determine. In the event of the failure of Tenant to keep and perform any of the terms, covenants and conditions of this Lease to be kept and performed by Tenant during the term hereof or any extension hereof, then Landlord, either with or without terminating this Lease may (but shall not be required to) apply such portion of said deposit as may be necessary to compensate or repay Landlord for all losses or damages sustained or to be sustained by Landlord due to such breach on the part of Tenant, including, but not limited to overdue and unpaid rent, any other sum payable by Tenant to Landlord pursuant to the provisions of this Lease, damages or deficiencies in the reletting of the Leased Property, and reasonable attorney's fees incurred by Landlord. Should the entire deposit or any portion thereof, be appropriated and applied by Landlord, in accordance with the provisions of this paragraph, Tenant upon written demand by landlord, shall remit forthwith to Landlord a sufficient amount of cash to restore said security deposit to the original sum deposited, and tenant's failure to do so within five (5) days after receipt of such demand shall constitute a breach of this Lease. Said security deposit shall be returned to Tenant, less any depletion thereof as the result of the provisions of this paragraph, at the term of this Lease or upon the earlier termination of this Lease. Tenant shall have no right to anticipate return of said deposit by withholding any amount required to be paid pursuant to the provision of this Lease or otherwise.

12. USE:

The Leased Property shall be used and occupied by Tenant solely for the purposes of the sale of vehicles and such use by Tenant shall at all times be in full compliance with all applicable laws, ordinances and governmental regulations affecting the Leased Property. The use shall include outside parking of customer and employee vehicles. Parking of vehicles and equipment shall be permitted only on paved areas on the Lease Property. In no event are vehicles or equipment to be parked within the area overlying the septic system. The Leased Property shall not be used in such manner that, in accordance with any requirement of law or of any public authority, Landlord shall be obligated on account of the purpose or manner of said use to make any addition or alteration to or in the Leased Property. The Leased Property shall not be used in any manner which will increase the rates required to be paid for public liability or for fire and extended coverage insurance covering the Leased Property. Tenant shall occupy the Leased Property, conduct its business and control its agents, employees, invitees and visitors in such a

way as is lawful and reputable, and will not permit or create any nuisance, noise, odor, or otherwise interfere with, annoy or disturb any other Tenant in the Leased Property in its normal business operations or Landlord in its management of the Leased Property. Tenant's use of the Leased Property shall conform to all Landlords' rules and regulations relating to the use of the Leased Property as listed on Exhibit A attached hereto.

13. ACCESS TO LEASED PROPERTY:

The Tenant agrees to permit Landlord and the authorized representatives of Landlord to enter the Leased Property at all times during usual business hours for the purpose of inspecting the same and making any necessary repairs to the Leased Property and performing any work therein that may be necessary to comply with any laws, ordinances, rules, regulations or requirements of any public authority or of the Board of Fire Underwriters or any similar body or that Landlord may deem necessary to prevent waste or deterioration in connection with the Leased Property. Nothing herein shall imply any duty upon the part of Landlord to do any such work that, under any provision of this Lease, Tenant may be required to perform and the performance thereof by Landlord shall not constitute a waiver of Tenant's default in failing to perform the same. The Landlord may, during the progress of any work in the Leased Property, keep and store upon the Leased Property all necessary materials, tools and equipment. The Landlord shall not in any event be liable for inconvenience, annoyance, disturbance, loss of business, or other damage of Tenant by reason of making repairs or the performance on any work in the Leased Property, or on account of bringing materials, supplies and equipment into or through the Leased Property during the course thereof and the obligations of Tenant under this Lease shall not thereby be affected in any manner whatsoever.

Landlord reserves the right to enter upon the Leased Property at any time in the event of an emergency and at reasonable hours to exhibit the Leased Property to prospective Tenants and to display "For Lease" or similar signs on windows or doors in the Leased Property during the last one hundred eighty (180) days of the term of this Lease, all without hindrance or molestation by Tenant.

14. EMINENT DOMAIN:

In the event of any eminent domain or condemnation proceeding or private sale in lieu thereof in respect to the Leased Property during the term thereof, the following provisions shall apply:

a. **Leased Property Acquired** If the whole of the Leased Property shall be acquired or condemned by eminent domain for any public or quasi-public use or purpose, then the term of this Lease shall cease and terminate as of the date possession shall be taken in such proceeding and all rentals shall be paid up to that date. Notwithstanding the above, Landlord, upon receipt of written notice of a condemnation proceeding regarding the Property being filed in a Court of competent jurisdiction, shall forth with notify Tenant in writing of said Notice. Upon receipt of same, Tenant shall have the right to terminate the Lease upon 30 days written notice to Landlord.

b. **Part of Leased Property Acquired.** If any part constituting less than the whole of the Leased Property shall be acquired or condemned as aforesaid, and in the event that such

partial taking or condemnation shall materially affect the Leased Property so as to render the Leased Property unsuitable for the business of Tenant, then the term of this Lease shall cease and terminate as of the date possession shall be taken by the condemning authority and rent shall be paid to the date of such termination.

In the event of a partial taking or condemnation of the Leased Property which shall not materially affect the Leased Property so as to render the Leased Property unsuitable for the business of Tenant, this Lease shall continue in full force and effect but with a proportionate abatement of the Base Rent and Additional Rent based on the portion if any, of the Leased Property taken. Landlord reserves the right, at its option, to restore the Leased Property to substantially the same condition as they were prior to such condemnation. In such event, Landlord shall give written notice to Tenant within 30 days following the date possession shall be taken by the condemning authority, of Landlord's intention to restore. Upon Landlord's notice of election to restore, Landlord shall commence restoration and shall restore the Leased Property with reasonable promptness, subject to delays beyond Landlord's control and delays in the making of condemnation or sale proceeds adjustment by Landlord; and Tenant shall have no right to terminate this Lease except as herein provided. Upon completion of such restoration, the rent shall be adjusted based upon the portion, if any, of the Leased Property restored.

c. **Tenant Waiver.** Subject to the notice provision in paragraph 13 a. above, in the event of any condemnation or taking as aforesaid, whether whole or partial, Tenant shall not be entitled to any part of the award paid for such condemnation and Landlord is to receive the full amount of such award, Tenant hereby expressly waives any right to claim to any part thereof.

d. **Tenant Damages.** Although all damages in the event of any condemnation shall belong to Landlord whether such damages are awarded as compensation for diminution in value of the leasehold or to the fee of the Leased Property, Tenant shall have the right to claim and recover from the condemning authority, but not from Landlord, such compensation as may be separately awarded or recoverable by Tenant in Tenant's own right on account of any and all damage to Tenant's business by reason of the condemnation and of or on account of any cost or loss to which Tenant might be put in removing Tenant's merchandise, furniture, fixtures, leasehold improvements and equipment. However, Tenant shall have no claim against Landlord or make any claim with the condemning authority of the loss of its leasehold estate, any unexpired term of loss of any possible renewal or extension of said lease or loss of any possible value of said lease, any unexpired term, renewal or extension of said Lease.

15. DAMAGE OR DESTRUCTION:

In the event of any damage or destruction to the Leased Property by fire or other cause during the term hereof, the following provisions shall apply:

a. **Significant Damages.** If the Leased Property is damaged by fire or any other cause to such extent that the cost of restoration, as reasonably estimated by Landlord, will equal or exceed twenty percent (20%) of the replacement value of the Leased Property (exclusive of foundations) just prior to the occurrence of the damage, then Landlord may, no later than the sixtieth (60^{th}) day following the damage, give Tenant written notice of Landlord's election to terminate this Lease.

b. **Date of Termination.** In the event Landlord elects to terminate this Lease, it shall be deemed to terminate on the date of the occurrence of damage or destruction and all rentals shall be paid up to that date. Tenant shall have no claim against Landlord for the value of any unexpired term of this Lease except for prepaid rent.

Notwithstanding anything contained in this paragraph 14 to the contrary, Landlord shall only be obligated to restore the Leased Property to the extent of the insurance proceeds actually received, but if the insurance proceeds actually received do not permit Landlord to restore the Leased Property, Landlord shall so notify Tenant and either Landlord or Tenant may terminate this Lease by written notice given within 60 days after Landlord's notice. If Landlord restores the Leased Property in accordance with the provisions of this Section, then Tenant shall not have any right to terminate this Lease because of such damage pursuant to (i) any common law rights, (ii) Minnesota Statutes §504.131 as now in effect or as it may be hereafter amended or supplemented, or (iii) any comparable right established b a similar statute.

c. **Tenant Repair of Significant Damages.** In the event Landlord elects to terminate this Lease, the Tenant may make a written proposal to repair Significant Damages to the Leased Property at the sole cost of the Tenant, within 10 days of the Landlord's original notice outlined in Section 15, Paragraph A. The Landlord shall retain full discretion to reject or accept the Tenant's proposal to repair Significant Damages.

16. CASUALTY INSURANCE:

a. **Landlord and Tenant Obligations.** Landlord shall at all times during the term of this Lease, at its expense, maintain a policy or policies of insurance with premiums paid in advance issued by an insurance company licensed to do business in the State of Minnesota insuring the Leased Property against loss or damage by fire, explosion or other insurable hazards and contingencies for the full insurance value, provided that Landlord shall not be obligated to insure any furniture, equipment, machinery, goods or supplies not covered by this Lease which Tenant may bring upon the Leased Property or any additional improvements which Tenant may construct or install on the Leased Property. Tenant shall at all times during the term of this Lease, at its expense, maintain a policy or policies of insurance with premiums paid in advance issued by an insurance company licensed to do business in the State of Minnesota insuring its property of whatever nature against loss or damage by fire, expulsion or other insurable hazards and contingencies for the full insurable value of said Tenant's property, including Tenants improvements to the Leased Property and Tenant's personal Property.

b. **Tenant Restriction.** Tenant shall not carry any stock of goods or do anything in or about the Leased Property which will in any way impair or invalidate the obligation of the insurer under any policy of insurance required by this Lease.

c. **Waiver of Liability.** Landlord hereby waives and releases all claims, liabilities and causes of action against Tenant and its agents, servants and employees for loss or damage to, or destruction of, the Leased Property or any portion thereof, including the buildings and other improvements situated thereon, resulting from fire, explosion and other perils included in standard extended coverage insurance, whether caused by the negligence of any of said persons or otherwise. Likewise, Tenant hereby waives and releases all claims, liabilities and causes of

action against Landlord and its agents, servants and employees for loss or damage to, or destruction of, any of the improvements, fixtures, equipment, supplies, merchandise and other Leased Property, whether that of Tenant or of others, upon or about the Leased Property resulting from fire, explosion or the other perils included in standard extended coverage insurance, whether caused by the negligence of any of said persons or otherwise. The waiver shall remain in force whether or not Tenant's insurer shall consent thereto.

d. **Tenant Payment.** In the event that the use of the Leased Property by Tenant increases the premium rate for insurance carried by Landlord, Tenant shall pay Landlord, upon demand, the amount of such premium increase. If tenant installs any electrical equipment that overloads the power lines to the building or its wiring, Tenant shall, at its own expense, make whatever changes are necessary to comply with the requirements of the insurance underwriter, insurance rating bureau and governmental authorities having jurisdiction.

17. PUBLIC LIABILITY INSURANCE:

Tenant shall during the term hereof keep in full force and effect at its expense a policy or policies of public liability insurance with respect to the Leased Property and the business of Tenant, on terms with companies approved in writing by Landlord, in Landlord and Landlord's designees are named as additional insured under prudent limits of liability not less than: $500,000.00 for injury/death to any one person; $1,000,000.00 for injury/death to more than one person, and $500,000.00 with respect to damage to Leased Property. Such policy(ies) shall: (i) provide that such policies are primary and landlord's policy(ies) are noncontributing; (ii) include a cross-liability endorsement, and (iii) require that at least 30 days prior written notice must be given to Landlord prior to cancellation, expiration or material adverse changes to such policy(ies). Tenant shall furnish evidence satisfactory to Landlord at the time this Lease is executed that such coverage is in full force and effect.

17A. DEFAULT OF TENANT:

a. **Failure to Pay Rent.** In the event of any failure of Tenant to pay any rent due within ten (10) days after the rent is due, or any failure to perform any other of the terms, conditions or covenants of this Lease to be observed or performed by Tenant for more than 20 days after written notice of such failure shall have been given to Tenant, or if Tenant or an agent of Tenant shall falsify any report required to be furnished to Landlord pursuant to the terms of this Lease, or if Tenant or any guarantor of this Lease shall become bankrupt or insolvent, or file any debtor proceedings or any person shall take or have against Tenant or any guarantor of this Lease in any court pursuant to any statute either of the United States or of any state a petition of bankruptcy or insolvency or for reorganization or for the appointment of a receiver or trustee of all or a portion of Tenant's or any such guarantor's Leased Property, or if Tenant or any such guarantor makes an assignment for the benefit of creditors, or petitions for or enters into an arrangement, or if Tenant shall abandon the Leased Property or suffer this Lease to be taken under any writ of execution, then in any such event Tenant shall be in default hereunder, and Landlord, in addition to other rights of remedies it may have, shall have the immediate right of re-entry and may remove all personal property from the Leased Property and store it in a public warehouse or elsewhere at Tenant's cost without service of notice or resort to legal process and

without being guilty of trespass, or becoming liable for any loss or damage which may be occasioned thereby.

b. **Landlord's Rights.** Should Landlord elect to re-enter the Leased Property, as herein provided, or should it take possession of the Leased Property pursuant to legal proceedings or pursuant to any notice provided for by law, it may either terminate this Lease or it may from time to time, without terminating this Lease, make such alterations and repairs as may be necessary in order to relet the Leased Property, and relet the Leased Property or any part thereof upon such term or terms (which may be for a term extending beyond the term of this Lease) and at such rental or rentals and upon such other terms and conditions as Landlord in its sole discretion may deem advisable. Upon each such subletting all rentals received by Landlord from such reletting shall be applied first to the payment of any indebtedness other than rent due hereunder from Tenant to Landlord; second, to the payment of any costs and expenses of such reletting, including brokerage fees and attorney's fees and costs of such alterations and repairs; third, to the payment of the rent due and unpaid payment of future rent as the same may become due and payable hereunder. If such rentals received from such reletting during any month be less than that to be paid during that month by Tenant hereunder, possession of the Leased Property by Landlord shall be construed as an election on its part to terminate this Lease unless a written notice of such intention be given to Tenant or unless the termination thereof be decreed by a court of competent jurisdiction. Notwithstanding any such reletting without termination, Landlord may at any time after such re-entry and reletting elect to terminate this Lease for any such breach, in addition to any other remedies it may have, it may recover from Tenant all damages it may incur by reason of such breach, including the cost of recovering the Leased Property, reasonable attorney's fees, and including the worth at the time of such termination of the excess, if any, of the amount of rent and charges equivalent to rent reserved in this Lease for the remainder of the stated term, minus the amount of rental loss which Tenant proves could have been reasonably avoided, all of which amounts shall be immediately due and payable from Tenant to Landlord. Landlord shall also be entitled to any other amounts necessary to compensate Landlord for all detriment proximately caused by Tenant's failure to comply with the requirements of this Lease.

c. **Landlord May Cure Default.** Landlord may, at its option, instead of exercising any other rights or remedies available to it in this Lease or otherwise by law, statute or equity spend such money as is reasonably necessary to cure any default of Tenant herein and the amount so spent, and costs incurred, including attorney's fees incurring such default, shall be paid by Tenant, and additional rent, upon demand.

d. **Tenant Payment.** In the event suit is brought for recovery of possession of the Leased Property, for the recovery of rent of any other amount due under the provisions of this Lease, or because of the breach of any other covenant herein contained on the part of Tenant to be kept or performed, and a breach shall be established, Tenant shall pay to Landlord all expenses incurred therefore, including a reasonable attorney's fee, together with interest on all such expenses at a reasonable the rate of interest from the date of such breach of the covenants of this Lease.

e. **Waiver of Rights of Redemption.** Tenant hereby expressly waives any and all rights of redemption granted by or under any present or future laws in the event of Tenant being

evicted or dispossessed for any cause, or in the event of Landlord obtaining possession of the Leased Property, by reason of the violation by Tenant of any of the covenants or conditions of this Lease, or otherwise. Tenant also waives any demand for possession of the Leased Property, and any demand for payment of rent and any notice of intent to re-enter the Leased Property, or of intent to terminate this Lease, other than the notices above provided in this paragraph, and waives any and every other notice or demand prescribed by any applicable statutes or laws.

f. **No Exclusive Remedy.** No remedy herein or elsewhere in this Lease or otherwise by law, statute or equity, conferred upon or reserved to Landlord or Tenant shall be exclusive of any other remedy, but shall be cumulative, and may be exercised from time to time and as often as the occasion may arise.

17B. DEFAULT OF LANDLORD:

Landlord Payment. In the event suit is brought by the Tenant because of the breach of any covenant herein contained on the part of Landlord to be kept or performed, and a breach shall be established, Landlord shall pay to Tenant all expenses incurred therefore, including reasonable attorney's fees, together with interest on all such expenses at the rate of interest established pursuant to Minnesota Statutes section 549.09 from the date of such breach of the covenants of this Lease.

18. BUSINESS REGISTRATION CERTIFICATE (BRC):

The City of Ramsey requires that every business obtain a Business Registration Certificate/Business License (BRC) annually in order to operate in the City. The BRC application must be received 30 days PRIOR to your intended occupancy in the city. Upon receipt of the application and required fee, City staff will review the application and determine if the business is in compliance with City and the Minnesota State Building and Fire Codes. Upon receipt of your approved BRC, you will then be able to occupy your space and operate your business. The BRC must be displayed in a location that can be viewed by the public.

19. INDEMNITY & HOLD HARMLESS:

Except to the extent that liability for damages or loss is caused by the gross negligence of Landlord, its agents or employees, Tenant shall indemnify, protect, defend (at Landlord's request and with counsel approved by Landlord) and hold Landlord and each of its respective officers and employees harmless from and against every demand, claim, cause of action, judgment and expense, including, but not limited to, reasonable attorney's fees and disbursements of counsel, whether suit is initiated or not, and all loss and damage arising from: (a) any injury, loss or damage to the person or property of Tenant, or to any other person rightfully in the Leased Property, specifically including the owners who are renting space in the Leased Property for the storage of boats, RV vehicles and other similar type recreation equipment and vehicles stored in the Leased Property, (i) occurring in or about the Leased Property, or (ii) caused by the negligence or misconduct of Tenant, or Tenant's affiliates or any of their respective employees, representatives, agents or contractors, or (iii) resulting from the violation of any legal requirements or the provisions of this Lease by Tenant, or Tenant's affiliates or any of their respective employees, representatives, agents or contractors; (b) any loss or damage, however

caused, to books, records, computer or other electronic equipment or data or media, files, artwork, money, securities, negotiable instruments or papers in the Leased Property; or (c) any loss or damage resulting from interference with or obstruction of deliveries to or from the Leased Property caused by Tenant or Tenant's affiliates or any of their respective employees, representatives, agents or contractors. All property kept, maintained or stored on the Leased Property shall be so kept, maintained or stored at the sole risk of Tenant. If any mechanic's lien is filed against any part of the Leased Property for work claimed to have been done for, or materials claimed to have been furnished to Tenant, such mechanic's lien shall be discharged by Tenant within ten (10) days thereafter, at Tenant's sole cost and expense, by the payment thereof or by making any deposit required by law or by posting a bond with such surety, in such amount and in such form as landlord deems proper. Tenant shall immediately notify Landlord of any mechanic's lien or other lien filed against the Leased Property or any part thereof by a contractor or subcontractor of Tenant or otherwise by reason of work claimed to have been done for or materials claimed to have been furnished to Tenant. If Tenant fails to remove such lien or post such bond within the ten (10) day period following the filing thereof, Landlord may, at its sole discretion and without waiving its right and remedies based on such breach by Tenant and without releasing Tenant from any of its obligations, cause such lien to be released by any means it shall deem proper, including payment in satisfaction of the claim giving rise to such lien. Tenant shall, in such event, pay to Landlord at once, upon notice by Landlord, any sum paid by Landlord to remove such lien, together with interest at a reasonable rate from the date of such payment by Landlord. Landlord shall have the right at all times to post and keep posted on the Leased Property any notices permitted or required by applicable law, or that Landlord shall deem proper for the protection of Landlord, the Leased Property, the property of and any other party having an interest therein, from liens. All material suppliers, contractors, artisans, mechanics, laborers and other parties contracting with Tenant for the furnishing of any labor, services, materials, supplies or equipment with respect to any portion of the Leased Property are hereby charged with notice that they must look solely to Tenant for payment of the same and Tenant's purchase orders, contracts and subcontracts in connection therewith must clearly state this requirement.

20. NON-LIABILITY:

Subject to the terms and conditions of paragraph 14 hereof, Landlord shall not be liable for damage to any property of Tenant or of others located on the Leased Property specifically including the Tenant's and Tenant's customers' equipment, golf carts, vehicles, and other similar types of recreation equipment stored in the Leased Property, nor for the loss of or damage to any property of Tenant or of others by theft or otherwise. Landlord shall not be liable for any injury or damage to persons or property resulting from fire, explosion, falling plaster, steam, gas, electricity, water, rain or snow or leaks from any part of the Leased Property or from the pipes, appliances, or plumbing works or from the roof, street or subsurface or from any other place or by dampness or by any other cause of whatsoever nature. Landlord shall not be liable for any such damage caused by Tenants or persons in the Leased Property, occupants of adjacent property, of the buildings, or the public or caused by operations in connection of any private, public or quasi-public work. Landlord shall not be liable for any latent defect in the Leased Property. All property of Tenant kept or stored on the Leased Property shall be so kept or stored at the risk of Tenant only and Tenant shall hold Landlord harmless from any claims arising out of damage to the same, including subrogation claims by Tenant's insurance carrier.

21. ASSIGNMENT OR SUBLETTING:

Tenant agrees to use and occupy the Leased Property throughout the entire term hereof for the purpose or purposes herein specified and for no other purposes, in the manner and to substantially the extent now intended, and not to assign, sublet, license, concession or otherwise transfer this Lease or Tenant's rights in the Leased Property, or any part thereof, whether by voluntary act, operation of law, or otherwise, without obtaining the prior written consent of Landlord in each instance. Tenant shall seek such consent of Landlord by a written request therefore, setting forth such information as Landlord may deem necessary. Consent by Landlord to any assignment of this Lease or to any subletting of the Leased Property shall not be a waiver of Landlord's rights under this paragraph as to any subsequent assignment or subletting. Landlord's rights to assign this Lease are and shall remain unqualified. No such assignment or subleasing shall relieve Tenant from any of Tenant's obligations in this Lease contained, nor shall any assignment or sublease or other transfer of this Lease be effective unless the assignees, subtenant or transferee shall at the time of such assignment, sublease or transfer, assume in writing for the benefit of Landlord, its successors or assigns, all of the terms, covenants and conditions of this Lease thereafter to be performed by Tenant and shall agree in writing to be bound thereby. Should Tenant sublease in accordance with the terms of this Lease, fifty percent (50%) of any increase in rent received by Tenant over the per square foot rental rate which is being paid by Tenant shall be forwarded to and retained by Landlord, which increase shall be in addition to the Base Rent and Additional Rent due landlord under this Lease.

22. ATTORNMENT:

In the event of any sale, transfer or assignment of Landlord's interest in the Leased Property, or this Lease, or if the Leased Property comes into custody or possession of a mortgagee or any other party whether because of a mortgage foreclosure, or otherwise, Tenant shall attorn to such assignee or other party and recognize such party as Landlord hereunder; provided, however, Tenant's peaceable possession will not be disturbed so long as Tenant faithfully performs it obligations under this Lease. Tenant shall execute, on demand, any attornment agreement required by any such party to be executed, containing such provisions and such other provisions as such party may require.

22. SUCCESSORS AND ASSIGNS:

The terms, covenants and conditions hereof shall be binding upon and inure to the successors and assigns of the parties hereto.

23. REMOVAL OF FIXTURES:

Notwithstanding anything contained in paragraph 8, paragraph 29 or elsewhere in this Lease, if Landlord requests then Tenant will promptly remove at the sole cost and expense of Tenant all fixtures, equipment and alterations made by Tenant simultaneously with vacating the Leased Property and Tenant will promptly restore the Leased Property to the condition that existed immediately prior to said fixtures, equipment and alterations having been made all at the sole cost and expense of Tenant.

24. QUIET ENJOYMENT:

Landlord warrants that it has full right to execute and to perform this Lease and to grant the estate demised, and that Tenant, upon payment of the rents and other amounts due and the performance of all the terms, conditions, covenants and agreements on Tenant's part to be observed and performed under this Lease, may peaceably and quietly enjoy the Leased Property for the business uses permitted hereunder, subject, nevertheless, to the terms and conditions of this Lease.

25. RECORDING:

Tenant shall not record this Lease without the written consent of Landlord. However, upon the request of either party hereto, the other party shall join in the execution of the Memorandum lease for the purposes of recordation. Said Memorandum lease shall describe the parties, the Leased Property and the term of the Lease and shall incorporate this Lease by reference.

26. OVERDUE PAYMENTS:

All monies due under this Lease from Tenant to Landlord shall be due on demand, unless otherwise specified and if not paid when due, shall result in the imposition of a service charge for such late payment in the amount of five percent (5%) of the amount due.

27. SURRENDER:

On the Expiration Date or upon the termination hereof upon a day other than the Expiration Date, Tenant shall peaceably surrender the Leased Property broom-clean in good order, condition and repair, reasonable wear and tear only excepted. On or before the Expiration Date or upon termination of this Lease on a day other than the Expiration Date, Tenant shall, at its expense, remove all trade fixtures, personal property and equipment and signs from the Leased Property and any not removed shall be deemed to have been abandoned. Any damage caused by removal of such items shall be repaired by Tenant at its expense. All alterations, additions, improvements and fixtures (other than trade fixtures) which shall have been made or installed by Landlord or Tenant upon the Leased Property and all floor covering so installed shall at the option of Landlord remain upon and be surrendered with the Leased Property as a part thereof, without disturbance, molestation or injury, and without charge, at the expiration or termination of this Lease. If the Leased Property is not surrendered on the Expiration Date or the date of termination, Tenant shall indemnify Landlord against loss or liability, claims, without limitation, made by any succeeding Tenant founded on such delay. Tenant shall promptly surrender all keys for the Leased Property to Landlord at the place then fixed for payment of rent and shall inform Landlord of combinations of any locks and safes on the Leased Property.

28. HOLDING OVER:

In the event of a holding over by Tenant after expiration or termination of this Lease without the consent in writing of Landlord, Tenant shall be deemed a Tenant at sufferance and shall pay rent for such occupancy at the rate of twice the lease-current aggregate Base and Additional Rent, prorated for the entire holdover period, plus all attorney's fees and expenses incurred by Landlord in enforcing its rights hereunder, plus any other damages occasioned by such holding

over. Except as otherwise agreed, any holding over with the written consent of Landlord shall constitute Tenant as a month-to-month Tenant.

29. ABANDONMENT:

In the event Tenant shall remove its fixtures, equipment or machinery or shall vacate the Leased Property or any part thereof prior to the Expiration Date of this Lease, or shall discontinue or suspend the operation of its business conducted on the Leased Property for a period of more than thirty (30) consecutive days (except during any time when the Leased Property may be rendered untenantable by reason of fire or other casualty), then in any such event Tenant shall be deemed to have abandoned the Leased Property and Tenant shall be in default under the terms of this Lease.

30. CONSENTS BY LANDLORD:

Whenever provision is made under this Lease for Tenant securing the consent or approval by Landlord, such consent or approval shall only be in writing.

31. NOTICES:

Any notice required or permitted under this Lease shall be deemed sufficiently given or secured if sent by registered or certified return receipt mail to Tenant at 15940 York Circle NW, Ramsey, Minnesota 55303, and to Landlord at the address then fixed for the payment of rent as provided in paragraph 5 of this Lease, and either party may by like written notice at any time designate a different address to which notices shall subsequently be sent or rent to be paid.

32. RULES AND REGULATIONS:

Tenant shall observe and comply with the rules and regulations as Landlord may prescribe and as listed on Exhibit A attached hereto, on written notice to Tenant for the safety, care and cleanliness of the Leased Property.

33. INTENT OF PARTIES:

Except as otherwise provided herein, Tenant covenants and agrees that if it shall any time fail to pay any such cost or expenses, or fail to take out, pay for, maintain or deliver any of the insurance policies above required, or fail to make any other payment or perform any other act on its part to be made or performed as in this Lease provided, then Landlord may, but shall not be obligated so to do, and without notice to or demand upon Tenant and without waiving or releasing Tenant from any obligations of Tenant in this Lease contained, pay any such cost or expense, effect any such insurance coverage and pay premiums therefore, and may make any other payment or perform any other act on the part of Tenant to be made and performed as in this Lease provided, in such manner and to such extent as Landlord may deem desirable, and in exercising any such right, to also pay all necessary and incidental costs and expenses, employ counsel and incur and pay reasonable attorney's fees. All sums so paid by Landlord and all necessary and incidental costs and expenses in connection with the performance of any such act by Landlord, together with interest thereon at the a reasonable rate from the date of making of such expenditure, by Landlord, shall be deemed Additional Rent hereunder, and shall be payable to Landlord on demand. Tenant covenants to pay any such sum or sums with interest as

aforesaid and landlord shall have the same rights and remedies in the event of the non-payment thereof by Tenant as in the case of default by Tenant in the payment of the Base Rent payable under this Lease.

34. GENERAL:

a. **Landlord Tenant Relationship.** This Lease does not create the relationship of principal and agent or of partnership or of joint venture or of any association between Landlord and Tenant, the sole relationship between the parties hereto being that of Landlord and Tenant.

b. **Effect of Waivers.** No waiver of any default of Tenant hereunder shall be implied from any omission by Landlord to take any action on account of such default if such default persists or is repeated, and no express waiver shall affect any default other than the default specified in the express waiver and that only for the time and to the extent therein stated. One or more waivers by Landlord shall not then be construed as a wavier of a subsequent breach of the same covenant, term or condition. The consent to or approval by Landlord of any act by Tenant requiring Landlord's consent or approval shall not waive or render necessary Landlord's consent to or approval of any subsequent similar act by Tenant. No action required or permitted to be taken by or on behalf of Landlord under the terms or provisions of this Lease shall be deemed to constitute an eviction or disturbance of Tenant's possession of the Leased Property. All preliminary negotiations are merged into and incorporated in this Lease. The laws of the State of Minnesota shall govern the validity, performance and enforcement of this Lease.

c. **Entire Agreement.** This Lease and the exhibits, if any, attached hereto and forming a part hereof, constitute the entire agreement between Landlord and Tenant affecting the Leased Property and there are no other agreements, either oral or written, between them other than are herein set forth. No subsequent alteration, amendment, change or addition to this Lease shall be binding upon Landlord or Tenant unless reduced to writing and executed in the same form and manner in which this Lease is executed.

d. **Enforceability of Provisions.** If any agreement, covenant or condition of this Lease or the application thereof to any person or circumstances shall, to any extent, be invalid or unenforceable, the remainder of this Lease, or the application of such agreement, covenant or condition to persons or circumstances other than those as to which it is held invalid or unenforceable, shall not be affected thereby and each agreement, covenant or condition of this Lease shall be valid and be enforced to the fullest extent permitted by law.

e. **No Personal Obligations.** The obligations of Landlord under this Lease do not constitute the personal obligations of the individual officers or employees of Landlord. If Landlord shall fail to perform any covenant, term or condition of this Lease required of landlord, Tenant shall be required to deliver to Landlord written

notice of the same. If, as a consequence of such default, Tenant shall recover a money judgment against Landlord, such judgment shall be satisfied only out of the proceeds of sale received upon execution of such judgment and levied thereon against the right, title and interest of Landlord in the Leased Property and out of rent or other income from the Leased Property receivable by Landlord, or out of consideration received by Landlord from the sale or other disposition of all or any part of Landlord's right, title or interest in the Leased Property, and no action for any deficiency may be sought or obtained by Tenant.

35. NO WASTE OR NUISANCE AND COMPLIANCE WITH LAWS:

a. **Leased Property Use.** The Leased Property shall be used by and/or at the sufferance of Tenant only for the purpose set forth in paragraph 12 above and for no other purposes. Tenant shall not use or permit the use of the Leased Property in any manner that will tend to create waste or a nuisance. Tenant, its employees and all persons visiting or doing business with Tenant in the Leased Property shall be bound by and shall observe the reasonable rules and regulations as listed on Exhibit A attached hereto, made by Landlord relating to the Leased Property, of which notice in writing shall be given to Tenant, and all such rules and regulations shall be deemed to be incorporated into and form a part of this Lease.

b. **Obey Laws.** Tenant covenants throughout the Lease Term, at Tenant's sole cost and expense, promptly to comply with all laws and ordinances and the orders, rules and regulations and requirements of all federal, state and municipal governments and appropriate departments, commissions, boards, and officers thereof, and the orders, rules and regulations of the Board of Fire Underwriters where the Leased Property are situated, or any other body now or hereafter created with jurisdiction over the Leased Property, and whether or not the same require structural repairs or alterations, which may be applicable to the Leased Property, or the use or manner of use of the Leased Property. Tenant will likewise observe and comply with the requirements of all policies of public liability, fire and all other policies of insurance at any time in force with respect to the buildings and improvements on the Leased Property and the equipment thereof.

36. HAZARDOUS MATERIAL:

In the event any Hazardous material (hereinafter defined) is brought or caused to be brought into or onto the Leased Property by Tenant, Tenant shall handle any such material in compliance with all applicable federal, state and/or local regulations. For purposes of this paragraph, "Hazardous Material" means and includes any hazardous, toxic or dangerous waste, substance or material defined as such in (or for purposes of) the Comprehensive Environmental Response, Compensation, and Liability Act, and so-called "Superfund" or "Super lien" law, or any federal, state or local statute, law, ordinance, code, rule, regulation, order decree regulation, relating to, or imposing liability or standards of conduct concerning, any hazardous, toxic or dangerous waste, substance or material, as now or at any time hereafter in effect. Tenant shall submit to Landlord on annual basis copies of its approved hazardous materials communication plan, OSHA monitoring plan, and permits required by the Resource Recovery and Conservation Act of 1976, if Tenant is required to prepare, file or obtain any such plans or permits. Tenant will indemnify and hold harmless Landlord from any losses, liabilities, damages, costs or expenses

(including reasonable attorney's fees) which Landlord may suffer or incur as a result of Tenant's introduction into or onto the Leased Property, of any Hazardous Material. This paragraph shall survive the expiration or sooner termination of this Lease.

37. CAPTIONS:

The captions are inserted only as a mater of convenience and for reference, and in no way define, limit or describe the scope of this Lease nor the intent or any provision thereof.

38. ATTACHMENTS:

See the Exhibits attached hereto and made a part hereof.

Exhibit	**Description**
Exhibit A	Leased Property Rules and Regulations
Exhibit B	Graphic Depiction of Leased Property
Exhibit C	Lease Guarantee by Todd Bialon

39. SUBMISSION:

Submission of this instrument to Tenant or proposed Tenant or its agents or attorneys for examination, review, consideration or signature does not constitute or imply an offer to lease, reservation of space, or option to lease, and this instrument shall have no binding legal effect until execution hereof by both Landlord/Owner and Tenant or its agents.

40. LEASE GUARANTEE:

This Lease shall not be a valid legally binding agreement between the parties hereto until the Lease Guarantee by Todd Bialon, attached hereto as Exhibit C, has been executed.

IN WITNESS WHEREOF, landlord and Tenant have caused these presents to be executed in form and manner sufficient to bind them at law, as of the day and year first above written.

LANDLORD:	**TENANT:**
CITY OF RAMSEY, a Minnesota Municipal Corporation	**Todd Bialon**
By:_____	By:_____
John LeTourneau, Acting Mayor	Todd Bialon

ATTEST:

By:_____
Kurt Ulrich, City Administrator

EXHIBIT A
TO LEASE AGREEMENT
DATED _____, 2018

LEASED PROPERTY RULES AND REGULATIONS

1. Any sign, lettering, picture, notice or advertisement installed on or in any part of the Leased Property and visible from the exterior of the Leased Property, shall be installed at Tenant's sole cost and expense, and in such manner, character and style as Landlord may approve in writing. Anything herein to the contrary notwithstanding, signs shall be subject to Landlord's approval which may be withheld in Landlord's sole discretion. In the event of a violation of the foregoing by Tenant, landlord may remove the same without any liability and may charge the expense incurred by such removal to Tenant.

2. Tenant assumes full responsibility for protecting its space from theft, robbery and pilferage, which includes keeping doors locked and other means of entry to the Leased Property closed and secured after normal business hours.

3. Tenant shall comply with all applicable federal, state and municipal laws, ordinances and regulations, and building rules and shall not directly or indirectly make any use of the Leased Property which may be prohibited by any of the foregoing or which may be dangerous to persons or Leased Property or may increase the cost of insurance or require additional insurance coverage.

4. The Leased Property shall not be used for cooking (as opposed to heating of food), lodging, sleeping or for any immoral or illegal purpose.

5. Unless expressly permitted by Landlord, no additional locks or similar devices shall be attached to any door or window and no keys other than those provided by Landlord shall be made for any door. If more than two keys for one lock are desired by Tenant, Landlord may provide the same upon payment by Tenant. Upon termination of this Lease or of Tenant's possession, Tenant shall surrender all keys of the Leased Property and shall explain to Landlord all combination locks on safes, cabinets and vaults.

6. The restrooms, drinking fountains and other plumbing fixtures shall not be used for any purpose other than for which they are constructed, and no sweepings, rubbish, rags, coffee grounds or other substances shall be thrown therein. All damages resulting from any misuse of the fixtures shall be borne by Tenant who, or whose employees, agents, visitors or licensees have caused same. No person shall waste water by interfering or tampering with the faucets or otherwise.

7. Tenant shall be responsible for any damage to the building or the Leased Property of its employees or others and injuries sustained by any person whomsoever resulting from the use or moving of such articles in or out of the Leased Property, and shall make all repairs and improvements required by Landlord or governmental authorities in connection with the use or moving of such articles.

8. Wherever in these Leased Property Rules and Regulations the word "Tenant" occurs, it is understood and agreed that it shall mean Tenant's associates, employees, agents, clerks, invitees, and visitors. Wherever the word "Landlord" occurs, it is understood and agreed that it shall mean Landlord's assigns, agents, clerks, and visitors.

9. Landlord shall have the right to enter upon the Leased Property at all reasonable hours for the purpose of inspecting the same.

10. Landlord shall have the right to enter the Leased Property at hours convenient to Tenant for the purpose of exhibiting the same to prospective tenants.

11. Tenant shall be responsible for all repair and maintenance of mechanical systems and devices if any associated with the Leased Property, including, but not limited to the electrical system, and the garage door opening system.

12. Alterations of any nature to the Leased Property by Tenant costing in excess of $3,000.00 shall require written approval of Landlord. Such approval shall be at the sole discretion of Landlord. In the event of a violation of the foregoing by Tenant, Landlord may remove the same without any liability and may charge the expense incurred by such removal to Tenant.

13. Tenant and Tenant's employees, agents, visitors and licensees shall observe faithfully and comply strictly with the foregoing rules and regulations and such other and further appropriate rules and regulations as Landlord or Landlord's agent may from time to time adopt. Reasonable notice of any additional rules and regulations shall be given in such manner as Landlord may reasonably elect.

14. Landlord reserves the right at any time to rescind, alter or waive, in whole or in part, any of these Rules and Regulations when deemed necessary, desirable, or proper, in Landlord's judgment, for its best interest. Tenant reserves the right to refuse compliance with any subsequent additional rules and regulations added to those agreed to at the time of signing the Lease.

15. To the extent these rules are in conflict with the terms of the Lease, the terms of the Lease shall rule and govern.

Exhibit B

Graphic Depiction of Lease Property

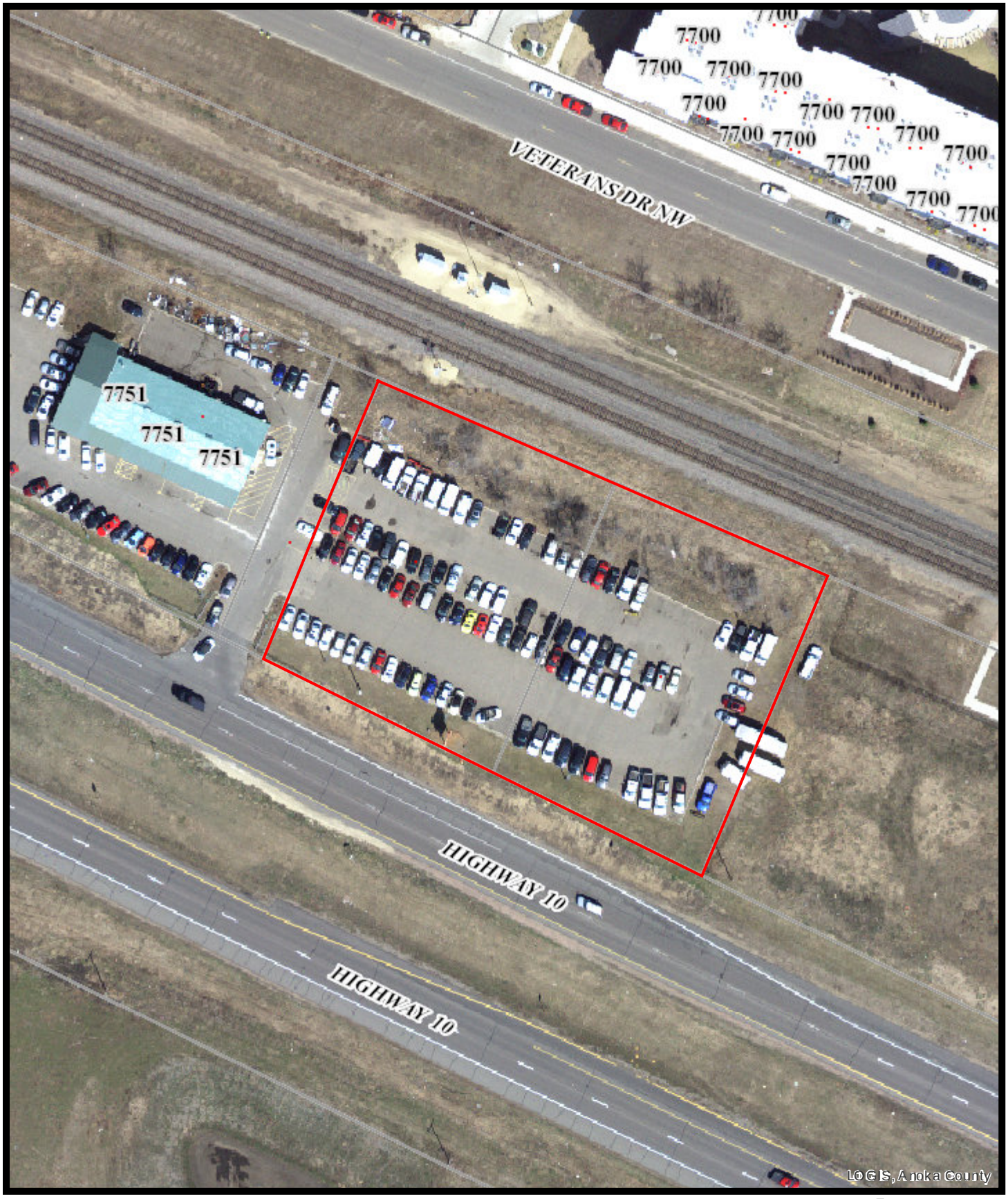


EXHIBIT C

LEASE GUARANTY

The undersigned ("Guarantor") in consideration of, and in order to induce **City of Ramsey,** a Municipal corporation ("Landlord") to enter into the attached Lease with **Todd Bialon** ("Tenant") does hereby unconditionally guarantee to Landlord and Landlord's hers, successors and assigns the payment of rent and the performance of all obligations expressed as to be performed by Tenant under the terms and provisions of the Lease, including payment of damages for any breach of the Lease, and any liability of Tenant accruing under the Lease for any period preceding as well as any period following the term of the Lease (collectively, the "Lease Obligations"). The Guarantor's obligation under this Guaranty shall extend through the term of the Lease, and any renewals, extensions or holdovers thereof, and shall be binding upon Guarantor's heirs, successors and assigns.

Whether or not any existing relationship between the Guarantor and Tenant has been changed or ended and whether or not this Guaranty has been revoked, Landlord may, but shall not be obligated to, enter into transactions resulting in the modification, creation or continuance of the Lease Obligations, without any consent or approval by Guarantor and without any notice to Guarantor. The liability of Guarantor shall not be affected or impaired by any of the following acts or things (which Landlord is expressly authorized to do, omit or suffer from time to time, both before and after revocation of this Guaranty): (i) any one or more extensions or renewals of the Lease Obligations (whether or not for longer than the original period) or any modification of the contractual terms applicable to the Lease Obligations; (ii) any waiver or indulgence granted to Tenant, any delay or lack of diligence in the enforcement of the Lease obligations, or any failure to institute proceedings, file a claim, give any required notices or otherwise protect any other person liable in respect of any of the Lease Obligations; (iii) the assertion by Landlord of any right or remedy available under the Lease, including without limitation the termination thereof; (iv) any full or partial release of, settlement with, or agreement no to sue, Tenant or any other guarantor or other person liable in respect of any of the Lease Obligations; or (v) any release or discharge of Tenant in any creditors', receivership, bankruptcy or other proceeding; the impairment, limitation or modification of any liability of Tenant or remedy against Tenant in any such proceeding; or the rejection, disaffirmance, disallowance or the like of the Lease or this Guaranty in any such proceeding.

The Guarantor hereby waives notice of acceptance hereof, or any action taken or omitted in reliance hereof, or of any default of Tenant under the Lease. Guarantor hereby further waives any requirement that Landlord first exhaust or pursue Landlord's remedies available under the Lease or any other guaranty or security for Tenant's obligations under the Lease before Landlord proceeds directly, and recovers, against the Guarantor.

Guarantor will not exercise or enforce any right of contribution, reimbursement, recourse or subrogation available to Guarantor against any person liable for payment of the Lease Obligations, or as to any collateral security therefore, unless and until all of the Lease Obligations shall have been fully paid and discharged.

The Guarantor agrees to pay all costs and expenses, including reasonable attorney's fees, incurred by Landlord in connection with the protection, defense or enforcement of this Guaranty.

_____, 2018

_____

Todd Bialon

Bialon Lease (EZ Auto)

Time Frame	Monthly	Yearly	psf / cost	
11/3/17-11/2/18	$ 1,719	$ 20,628	$ 0.632	**Current**
11/3/18 - 11/2/19	$ 1,762	$ 21,144	$ 0.648	**Proposed**
11/3/19 - 11/2/20	$ 1,806	$ 21,672	$ 0.664	**Proposed**
11/3/20 - 11/2/21	$ 1,851	$ 22,214	$ 0.681	**Proposed**
11/3/21-11/2/22	$ 1,897	$ 22,769	$ 0.698	**Proposed**
11/3/22-11/2/23	$ 1,945	$ 23,339	$ 0.715	**Proposed**

Inflator	2.50%
Square feet leased	32,626

LEASE

This Lease is effective as of November 3, 2011, and is made by and between the City of Ramsey, a Minnesota municipal corporation, 7550 Sunwood Drive NW, Ramsey, MN 55303 ("Landlord") and Todd N. Bialon, 7751 Highway 10 NW, Ramsey, MN 55303 ("Tenant").

DATA SHEET

1. Premises. The two unimproved parcels (Parcels 1 and 2, hereinafter described) immediately east of 7551 Highway 10 NW, Ramsey, MN 55303 and which parcels are legally described as follows:

Parcel 1 – PIN 28-32-25-31-0004

That part of the Northeast Quarter of the Southwest Quarter of Section 28, Township 32, Range 25, Anoka County, Minnesota, described as follows:

Commencing at the point of intersection of the west line of said Northeast Quarter of the Southwest Quarter with the southerly right-of-way line of the Burlington Northern Railroad; thence southerly along said west line of said Northeast Quarter of the Southwest Quarter to its intersection with the northerly right-of-way line of U.S. Trunk Highway No. 10; thence southeasterly along said northerly right-of-way line of said U.S. Trunk Highway No. 10 a distance of 330.05 feet to the actual point of beginning of the tract to be herein described; thence continuing along the northerly right-of-way of said highway a distance of 154.95 feet; thence northerly to a point on said southerly right-of-way line of said Burlington Northern Railroad distant 551.80 feet southeasterly from the west line of said Northeast Quarter of the Southwest Quarter, as measured along said southerly right-of-way line of the Burlington Northern Railroad; thence northwesterly along said southerly right-of-way line of the Burlington Northern Railroad a distance of 155.00 feet; thence southwesterly to the point of beginning.

Together with an easement for ingress and egress purposes over and across the southeasterly 40 feet of the southwesterly 60 feet of the following described property:

That part of the Northeast Quarter of the Southwest Quarter of Section 28, Township 32, Range 25, Anoka County, Minnesota, described as follows:

Beginning at the point of intersection of the west line of said Northeast Quarter of the Southwest Quarter with the southerly right-of-way line of the Burlington Northern Railroad; thence southerly along said west line of said Northeast Quarter of the Southwest Quarter to its intersection with the northerly right-of-way line of U.S. Trunk Highway No. 10; thence Southeasterly along said northerly right-of-way line of said U.S. Trunk

Highway No. 10 a distance of 330.05 feet; thence northerly to a point on said southerly right-of-way line of said Burlington Northern Railroad, distant 396.80 feet southeasterly from the point of beginning; thence northwesterly along said southerly right-of-way line of said Burlington Northern Railroad to the point of beginning.

Parcel 2 – PIN 28-32-25-31-0007

That part of the Northeast Quarter of the Southwest Quarter of Section 28, Township 32, Range 25, Anoka County, Minnesota, described as follows:

Commencing at the point of intersection of the west line of said Northeast Quarter of the Southwest Quarter with the southerly right-of-way line of the Burlington Northern Railroad; thence southerly along said west line of said Northeast Quarter of the Southwest Quarter to its intersection with the northerly right-of-way line of U.S. Trunk Highway No. 10; thence southeasterly along said northerly right-of-way line of said U.S. Trunk Highway No. 10 a distance of 485.00 feet to the actual point of beginning of the tract to be herein described; thence continuing along the northerly right-of-way of said highway a distance of 140 feet; thence northerly to a point on said southerly right-of-way line of said Burlington Northern Railroad distant 691.80 feet southeasterly from the west line of the Northeast Quarter of the Southwest Quarter, as measured along the southerly right-of-way of the Burlington Northern Railroad; thence northwesterly along said southerly right-of-way line of said Burlington Northern Railroad a distance of 140 feet; thence southwesterly to the point of beginning.

Parcel 3 - PIN 28-32-25-31-0003

That part of the Northeast Quarter of the Southwest Quarter of Section 28, Township 32, Range 25, Anoka County, Minnesota, described as follows:

Beginning at the point of intersection of the west line of said Northeast Quarter of the Southwest Quarter with the southerly right-of-way line of the Burlington Northern Railroad; thence southerly along said west line of said Northeast Quarter of the Southwest Quarter to its intersection with the northerly right-of-way line of U.S. Trunk Highway No. 10; thence Southeasterly along said northerly right-of-way line of said U.S. Trunk Highway No. 10 a distance of 330.05 feet; thence northerly to a point on said southerly right-of-way line of said Burlington Northern Railroad, distant 396.80 feet southeasterly from the point of beginning; thence northwesterly along said southerly right-of-way line of said Burlington Northern Railroad to the point of beginning.

Subject to an easement for ingress and egress purposes over and across the southeasterly 40 feet of the southwesterly 60 feet of the above described property.

2. Terms. Parcel 1 - 5 years beginning on the Commencement Date (the "Initial Term").

Parcel 2 - 5 years beginning on the Commencement Date (the "Initial Term").

3. Scheduled Commencement Date. November 3, 2011 (the "Commencement Date").

4. Options.

Parcel 1 – consecutive two (2) year options upon agreement of both Tenant and Landlord.

Parcel 2 – consecutive two (2) year options upon agreement of both Tenant and Landlord.

5. Termination. Tenant shall have the right to terminate the Lease on Parcels 1 and 2, or on Parcel 1, or on Parcel 2, upon providing to Landlord, a written notice at least one (1) year prior to the proposed date of termination of the Lease.

Tenant and/or Landlord shall have the right to terminate the Lease at the end of the initial five (5) year term or the two (2) year option terms on Parcels 1 and 2, or on Parcel 2, upon providing to Landlord and/or Tenant a written notice at least one (1) year prior to the proposed date of termination of the Lease.

6. Rental Rate. $2,560.00 per month for both Parcels 1 and 2.

$1,146.00 per month if only Parcel 1 is rented.

The above Rental Rate is subject to rent increase pursuant to the following:

a. Market Rate. After the first five (5) years at which point the first Option, or consecutive option, is exercised the Landlord may increase the Rent by an amount not to exceed three percent (3%) for the Term of the Option.

b. Taxes. After the first three (3) years of the Lease the Landlord may increase the Rent by the amount that the real estate taxes for the current year for the respective parcels have increased over the prior year, for the year.

The above rent increase provisions are also found in paragraph 7.4 of the Lease Terms below.

7. Permitted Use. Outdoor areas displaying auto, truck and recreational vehicles for sale or rent, or other uses permitted by Ramsey City Ordinances, all being located on paved surfaces.

8. Landlord Address:

City of Ramsey
Attention: City Administrator
Ramsey Municipal Center
7550 Sunwood Drive NW
Ramsey, MN 55303

9. Tenant Address:

Todd N. Bialon
7751 Highway 10 NW
Ramsey, MN 55303

LEASE TERMS

1. PREMISES:

Landlord hereby leases to Tenant, and his successors and assigns, and Tenant hereby leases from Landlord, for the Terms described in Item 2 of the Data Sheet and upon the conditions hereinafter provided, the Premises described in Item 1 of the Data Sheet.

2. RENTABLE AREA:

The Rentable Area of the Premises is estimated to be the paved surface area as part of the land set forth in Item 1 of the Data Sheet. The actual Rentable Area of the Premises consists of 18611 square feet in Parcel 1 and 14,015 square feet in Parcel 2, totaling 32,626 square feet.

3. LEASEHOLD IMPROVEMENTS:

Tenant is taking the premises "AS IS" and Landlord shall not be obligated to do any work in the Premises. The Tenant shall maintain the Premises as an outdoor storage facility and parking lot and shall not make any structural changes or make any alteration, decoration, addition or improvement to the Premises without the prior written consent of Landlord, which consent shall not be unreasonably withheld.

4. TERM:

The term of this Lease shall be as described in Item 2 of the Data Sheet above (the "Initial Term") and shall commence upon the "Commencement Date" as described in Item 3 of the Data Sheet above.

5. OPTIONS:

Provided Tenant is not in default hereunder and has performed all of its covenants and obligations hereunder, Tenant may extend the Initial Term of this Lease (hereinafter, the "Options") for an indefinite number of two (2) year Options as to Parcel 1 and an indefinite number of two (2) year Options as to Parcel 2, subject to Landlord and Tenant Agreement. Each Option period shall commence on the first day after the expiration of the Initial Term (the "Expiration Date") upon the terms and conditions, of the Lease, except as set forth below.

Tenant shall exercise the first two (2) year Option only by giving written notice to Landlord not later than 90 days prior to the expiration of the Initial Term ("Expiration Date"), and a similar 90 days notice for each Option thereafter.

6. TERMINATION.

Tenant shall have the right to terminate the Lease on Parcels 1 and 2, or on Parcel 1, or on Parcel 2, upon providing to Landlord a written notice at least one-year prior to the proposed date of termination of the Lease.

Tenant and/or Landlord shall have the right to terminate the Lease at the end of the initial five (5) year term or the two (2) year option terms on Parcels 1 and 2, or on Parcel 2, upon providing to Landlord and/or Tenant a written notice at least one (1) year prior to the proposed date of termination of the Lease.

7. RENT:

7.1 During the Initial Term, Tenant shall pay $2,560.00 per month as and for the rent of the Premises (the "Base Rent"). Tenant will pay all of his operating costs associated with maintenance of the Premises as an outdoor storage facility and parking lot. Rent is due in advance on the fifteenth day of each month with the first rental period payment due on the fifteenth day of November 2011 and continuing on the fifteenth day of each month thereafter during the term. Tenant shall NOT be required to pay rent from the Commencement Date through November 14, 2011.

7.2 In the event Parcel 2 is not being rented then the Tenant shall pay $1,460.00 per month as the Rent for Parcel 1.

7.3 Landlord shall pay the real estate taxes, special assessments or any other charges the Landlord makes against the Premises, EXCEPT for the City's Storm Water Management which shall be the Tenant's responsibility.

7.4 Rent Increase:

(i) Market Rate. After the first five (5) years at which point the first Option, or consecutive option, is exercised the Landlord may increase the Rent by an amount not to exceed three percent (3%) for the Term of the Option.

(ii) Taxes. After the first three (3) years of the Lease the Landlord may increase the Rent by the amount that the real estate taxes for the current year for the respective parcels have increased over the prior year, for the year. The real estate taxes due on Parcel 1 in 2011 are $8,356.00 (PIN: 28-32-25-31-0004). The real estate taxes due on Parcel 2 in 2011 are $6,324.00 (PIN: 28-32-25-31-0007).

8. USE:

Tenant will use and occupy the Premises solely as a parking lot or outdoor operable auto, truck and recreational vehicles storage facility, or other uses permitted by Ramsey City Ordinance.

9. ASSIGNMENT AND SUBLETTING:

9.1 Tenant previously owned the Premises and leased the Premises to Barry Gallati, EZ Auto Sales, Inc., Ryan Plonske, Orlando Holden and Kenyatta Holden and Anatoliy Loginov ("Existing Tenants"). Tenant's leases with Existing Tenants do not terminate until January 21, 2013, December 31, 2014, May 31, 2014, August 14, 2014 and October 31, 2014. The lease

relationships between Tenant and the Existing Tenants are acceptable to Landlord, and will continue and may be renewed.

9.2 Tenant shall have the right to sublease the Premises. Tenant shall notify the Landlord of the said subtenant's name and contact information prior to signing a sublease with any new subtenant. Tenant shall notify any prospective subtenant of the Landlord's pending Highway 10 Improvement project. Tenant shall require its subtenants to execute the attached Exhibit A, titled Lease Addendum Subsequent Tenant, and attach said Exhibit A as an addendum to any future Premises subleases. Tenant agrees to indemnify and hold harmless the City of Ramsey (Landlord) from any relocation expenses the said City is required by law to pay as a result of Tenant's failure to obtain the execution of Exhibit A. Tenant does not guarantee the effectiveness of the provisions contained in Exhibit A.

9.3 In the event Tenant sells Parcel 3, the Tenant and his successors in interest shall also have the right to assign this Lease to the new owner of Parcel 3.

10. MAINTENANCE:

Tenant agrees to keep and maintain the Premises and the fixtures and equipment in a properly functioning, safe, orderly and sanitary condition, will make all necessary replacements thereto, will suffer no waste or injury thereto, and will at the expiration or other termination of the Term, surrender the same with all improvements in the same order and condition in which they were on the Commencement Date.

Tenant shall keep all rubbish, garbage or other refuse in proper containers and shall promptly empty same into the collection area designated from time to time by Landlord.

11. ALTERATIONS; EQUIPMENT; MOVING:

11.1 Tenant will not make or permit anyone to make any alterations, decorations, additions or improvements, structural or otherwise, in or to the Premises without the prior written consent of Landlord, which consent shall not be unreasonably withheld.

11.2 Tenant shall not install any equipment containing Hazardous Materials or any equipment which will or may necessitate any changes, replacements or additions to the Premises.

11.3 The pylon sign on the Premises is owned by the Tenant and at the end of the lease term shall be removed by the Tenant.

12. RIGHT OF ENTRY:

Tenant will permit Landlord, or its representatives, to enter the Premises, to examine, inspect and protect the Premises, and to make such alterations, renovations, restorations and/or repairs as in the judgment of Landlord may be deemed necessary or desirable for the Premises.

13. SERVICES AND UTILITIES:

Landlord shall continue to maintain any utility service, if any, which is currently supplied to the Premises. The Tenant shall pay for the use of such utility services, if any, during the Term.

14. WAIVER AND INDEMNITY:

14.1 Notwithstanding anything apparently to the contrary in this Lease, Landlord and Tenant herby release one another and their respective partners, officers and employees and property manager from any and all liability (to the other or anyone claiming through or under them by way of subrogation or otherwise) for any loss or damage covered by property insurance or coverable by a customary form of policy of the insurance, even if such loss or damage shall have been caused by the fault or negligence of the other party, or anyone for whom such party may be responsible.

14.2 Tenant agrees to indemnify, defend and hold Landlord and its partners, officers and employees and property manager harmless from and against any claim, loss or expense arising out of injury, death or property loss or damage occurring in the Premises, except to the extent caused by the negligent act or intentional misconduct of Landlord or its partners, officers of employees or property manager.

15. INSURANCE:

Tenant agrees to purchase, in advance, and to carry in full force and effect general liability insurance, providing coverage on an "occurrence" rather than a "claims made" basis, which policy shall include coverage for Bodily Injury, Property Damage, personal Injury, Contractual Liability (applying to this Lease), and Independent Contractors, in current Insurance Services Office form or other form which provides coverage at least as broad. Tenant shall maintain a combined policy limit of at least $1,000.000.00 applying to Bodily Injury, Property Damage and Personal Injury, which limit may be satisfied by Tenant's basic policy, or by the basic policy in combination with umbrella excess policies so long as the coverage is at least as broad as that required herein. Such liability, umbrella and/or excess policies may be subject to aggregate limits so long as the aggregate limits have not at any pertinent time been reduced to less than the policy limit stated above, and provided further that any umbrella or excess policy provides coverage from the point that such aggregate limits in the basic policy become reduced or exhausted. The tenant shall provide an insurance certificate naming the City of Ramsey as an additional insured. The City of Ramsey shall receive a written notice of insurance termination 30 days prior to cancellation.

If the above insurance policy ceases to be available, or is available on terms so unacceptable that prudent landlords or tenants, as the case may be, generally do not carry such insurance, then in lieu of such insurance the pertinent party may carry the most comparable insurance which is available and generally carried by prudent parties.

16. DEFAULT:

16.1 Any one of the following events shall constitute an Event of Default:

(i) Tenant shall fail to pay any monthly installment of Base Rent or additional rent as herein provided, and such default shall continue for a period of five (5) days after the due date therefor;

(ii) Tenant shall violate or fail to perform any of the other conditions, covenants or agreements herein made by Tenant and such default shall continue for fifteen (15) days after notice from Landlord; provided, however, that if the nature of such default is such that Tenant can cure the default, but not within fifteen (15) days, then the Event of Default shall be suspended for a period not in excess of thirty (30) additional days so long as Tenant commences cure within fifteen (15) days and thereafter diligently and continuously prosecutes the curing of the default, and so long as continuation of the default does not create material risk to the Project or to persons using the Project;

(iii) Tenant shall file or have filed against it or any guarantor of this Lease any bankruptcy or other creditor's action, or make an assignment for the benefit of his creditors.

16.2 If an Event of Default shall have occurred and be continuing, landlord may at its sole option by written notice to Tenant terminate this Lease. Neither the passage of time after the occurrence of the Event of Default nor exercise by Landlord of any other remedy with regard to such Event of Default shall limit Landlord's rights under this Section 16.2.

16.3 If an Event of Default shall have occurred and be continuing, whether or not Landlord elects to terminate this Lease, may enter upon and repossess the Premises (said repossession being hereinafter referred to as "Repossession") by force, summary proceedings, ejectment or otherwise, and may remove Tenant and all other persons and property therefrom.

16.4 From time to time after Repossession of the Premises, whether or not this Lease has been terminated, Landlord may, but shall not be obligated to, attempt to relet the Premises for the account of Tenant in the name of Landlord or otherwise, for such term or terms (which may be greater or less than the period which would otherwise have constituted the balance of the Term) and for such terms (which may include concessions or free rent) and for such uses as Landlord, in its uncontrolled discretion, may determine, and may collect and receive the rent therefor. Any rent received shall be applied against Tenant's obligations hereunder, but Landlord shall not be responsible or liable for any failure to collect any rent due upon any such reletting.

16.5 No termination of this Lease pursuant to Section 16.2 and no Repossession of the Premises pursuant to Section 16.3 or otherwise shall relieve Tenant of his liabilities and obligations under this Lease, all of which shall survive any such termination or Repossession. In the event of any such termination or Repossession, whether or not the Premises shall have been relet, Tenant shall pay to Landlord the Base Rent and other sums and charges to be paid by Tenant up to the time of such termination or Repossession, and thereafter Tenant, until the end of what would have been the Term in the absence of such termination or Repossession, shall pay to Landlord, as and for liquidated and agreed current damages for Tenant's default, the equivalent of the amount of the Rent payable under this Lease by Tenant if this Lease were still in effect,

less the net proceeds, if any, of any reletting effected pursuant to the provisions of Section 16.4 after deducting all of Landlord's expenses in connection with such reletting, including, without limitation, all repossession costs, brokerage and management commissions, operating expenses, legal expenses, attorney's fees, alteration costs, and expenses of preparation for such reletting. Tenant shall pay such current damages to Landlord monthly on the days on which the Rent would have been payable under this Lease if this Lease were still in effect, and Landlord shall be entitled to recover the same from Tenant on each such day. At any time after such termination or Repossession, whether or not Landlord shall have collected any current damages as aforesaid, Landlord shall be entitled to recover from Tenant, and Tenant shall pay to Landlord on demand, as and for liquidated and agreed final damages for Tenant's default, an amount equal to the then present value of the excess of the Rent and other sums or charges reserved under this Lease from the day of such termination or Repossession for what would be the then unexpired term if the same had remained in effect, over the amount of rent Tenant demonstrates that Landlord could in all likelihood actually collect for the Premises for the same period, said present value to be arrived at on the basis of a discount of four percent (4%) per annum.

16.6 Landlord shall in no event be considered to be in default of Landlord's obligations hereunder until the expiration of a reasonable time after notice of default from Tenant.

17. WAIVER:

No waiver by either party of any breach of any agreement herein contained shall operate as a waiver of such agreement itself, or of any subsequent breach thereof. No payment by Tenant or receipt by Landlord of a lesser amount than the monthly installments of rent herein stipulated shall be deemed to be other than on account of the earliest stipulated rent nor shall any endorsement or statement on any check or letter accompanying a check for payment of rent be deemed an accord and satisfaction, nor shall acceptance of rent with knowledge of breach constitute a waiver of the breach, and Landlord may accept such check or payment without prejudice to Landlord's right to recover the balance of such rent, to terminate this Lease, to Repossess the Premises or to pursue any other remedy provided in this Lease. No re-entry by Landlord, and no acceptance by Landlord of keys from Tenant, shall be considered an acceptance of a surrender of the Lease.

18. COVENANT OF QUIET ENJOYMENT:

Landlord covenants that it has the right to make this Lease for the term aforesaid and covenants that if Tenant shall pay the rent and perform all of the covenants, terms and conditions of this Lease to be performed by Tenant, Tenant shall, during the Term, freely, peaceable and quietly occupy and enjoy the full possession of the Premises. The term "Landlord" as used in this Lease shall mean solely the owner of the Premises, or in the case of a sale-leaseback, the lessee of the underlying land, at the relevant time. The liability of the original Landlord and any successor Landlord under this Lease is limited to its interest in the Premises and any insurance proceeds payable to Landlord with respect to the Premises, and with respect to any liability accrued prior to a transfer, any net proceeds received by the transferor Landlord in consideration of the transfer.

19. NO REPRESENTATIONS BY LANDLORD:

Neither Landlord nor any agent or employee of Landlord has made any representations or promises with respect to the Premises except as herein expressly set forth, and no right, privileges, easements or licenses are acquired by Tenant except as herein expressly set forth. Tenant, by taking possession of the Premises, shall accept the same "as is" except as expressly provided in this Lease and such taking of possession shall be conclusive evidence that the Premises are in good and satisfactory condition at the time of such taking of possession. In addition to and without limitation of the immediately preceding sentence, Tenant agrees that he is leasing the Premises on an "AS IS", "WHERE IS" and "WITH ALL FAULTS" basis, based upon his own judgment, and hereby disclaims any reliance upon any statement or representation whatsoever made by Landlord. LANDLORD MAKES NO WARRANTY WITH RESPECT TO THE PREMISES, THE PROJECT OR ANY PART THEREOF, EXPRESS OR IMPLIED, AND LANDLORD SPECIFICALLY DISCLAIMS ANY WARRANTY OF MERCHANTABILITY AND OF FITNESS FOR A PARTICULAR PURPOSE AND ANY LIABILITY FOR CONSEQUENTIAL DAMAGES ARISING OUT OF THE USE OF OR THE INABILITY TO USE THE PREMISES, THE PROJECT OR ANY PART THEREOF.

20. NOTICES:

All notices or other communications hereunder shall be in writing and shall be effective if hand delivered or sent by registered or certified first-class mail, postage prepaid, or by overnight express service which maintains confirmation of delivery, (i) if to Landlord at Landlord Address set forth on Item 9 of the Data Sheet, and (ii) if to Tenant, at Tenant Address set forth in Item 10 of the Data Sheet, unless notice of a change of address is given pursuant to the provisions of this Section. The day notice is given by mail shall be deemed to be the day following the day of mailing. If acceptance is refused, as evidenced by the records of the Postal Service or overnight delivery service, notice shall be deemed given on the date acceptance is refused.

21. ESTOPPEL CERTIFICATES:

Tenant agrees at any time and from time to time, upon not less than five (5) days prior written notice by Landlord, to execute, acknowledge and deliver to Landlord or a party designated by Landlord a statement in writing (i) certifying that this Lease is unmodified and in full force and effect, or if there have been modifications, that the Lease is in full force and effect as modified and stating the modifications, (ii) stating the dates to which the rent and other charges hereunder have been paid by Tenant, (iii) stating whether or not Landlord is in default in the performance of any covenant, agreement or condition contained in this Lease, and, if so, specifying each such default, (iv) agreeing that, except for any security deposit required herein, Tenant shall not prepay any rent more than thirty (30) days in advance, and (v) such other matters relating to this Lease as may reasonably be requested. Any such statement delivered pursuant hereto may be relied upon by any owner of the Project or any prospective purchaser of the Project. Tenant acknowledges that failure to comply with this Section 21 on a timely basis

could result in loss of a favorable sale and Tenant agrees to be liable for any consequential damages resulting from Tenant's breach hereunder.

22. SURRENDER; HOLDING OVER:

Upon the expiration of this Lease or the earlier termination of Tenant's right to possession, Tenant shall immediately vacate the Premises, remove all of his property therefrom, remove any Hazardous Materials installed, used, generated, stored or disposed of by Tenant, and leave the Premises in the condition required by this Lease. Any property not removed shall be deemed abandoned, and Tenant shall be liable for all costs of removal and Tenant shall indemnify, defend and hold Landlord harmless from any cost or liability due to disposition of any property in the Premises in which a person other than Tenant has in interest. Should Tenant continue to occupy the Premises, or any part thereof, after the expiration or termination of the Term, whether with or without the consent of Landlord, such tenancy shall be from month to month and the monthly Rent set forth in the term sheet shall be payable if Tenant's holdover is without the consent of Landlord, neither this Section nor the acceptance of any rent hereunder shall prevent Landlord from exercising any remedy to regain immediate possession of the Premises.

23. BROKERS:

Tenant warrants that he has not engaged or dealt with any broker in connection with this Lease and Tenant agrees to indemnify and hold Landlord harmless from and against any claim for broker's fees or finder's fees asserted by anyone on account of any dealings with Tenant in connection with this Lease.

24. MISCELLANEOUS:

(a) This Lease is governed by and shall be construed according to the laws of the State of Minnesota.

(b) The captions in this Lease are for convenience only and are not a part of this Lease.

(c) Time is of the essence.

(d) The provisions of this Lease which relate to periods subsequent to the expiration of the Term shall survive expiration.

(e) If any provision of this Lease is invalid or unenforceable to any extent, then such provision and the remainder of this Lease shall continue in effect and be enforceable to the fullest extent permitted by law.

(f) This Lease contains the entire agreement of the parties hereto with respect to the Premises and Project. This Lease may be modified only by a writing executed and delivered by both parties.

(g) Nothing contained in this Lease shall be deemed or construed to create a partnership or joint venture of or between Landlord and Tenant, or to create any other relationship between the parties other than that of landlord and tenant.

(h) This Lease shall be binding upon and inure to the benefit of the parties hereto and, subject to the restrictions and limitations herein contained, their respective heirs, successors and assigns.

(i) Tenant shall have the right to plow snow off the parking lot and onto the adjacent property owned by Landlord.

LANDLORD

THE CITY OF RAMSEY, A MINNESOTA MUNICIPAL CORPORATION

By: _____
Its: Mayor

ATTEST:

By: _____
Its: City Administrator

TENANT

_____
Todd N. Bialon

Exhibit A

Lease Addendum to

Subsequent Tenant

NOTICE OF RELOCATION INELIGIBILITY

This addendum to lease is made this _____ day of _____, 20___ by and between Todd N. Bialon dba EZ Auto, ("Tenant/Landlord"), and _____, ("Subtenant") and is regarding the property located at 7551 Highway 10 NW, Ramsey, Minnesota.

RECITALS

A. The City of Ramsey (the "City") is the fee title owner of two parcels of property lying directly east of the property commonly known as 7551 Highway 10 NW Ramsey, Minnesota which two parcels are legally described on attached Exhibit A (the "Premises").

B. The City purchased the Premises for the future purposes of a U.S. Highway 10 Road Improvement Project (the "Project"). Tenant/Landlord has leased the Premises from the City. The Project will require all occupants including any of Tenant/Landlord's Subtenants of the Premises to vacate the Premises as of yet on an undetermined date in the future. At a minimum, any Subtenant will receive a 90 Day written Notice to vacate the Premises from the City.

C. The Tenant/Landlord's lease of a part of the Premises described on attached Exhibit B with Subtenant (Name of Subtenant), is conditioned upon the following terms:

1. The Subtenant understands that, it/he/she is leasing the Premises after the City has acquired and became fee owner of the Premises.

2. The Subtenant is a "subsequent tenant" to the acquisition by the City and as such, WILL NOT be considered a "displaced person" as defined by Minnesota Statute §117.52, the Minnesota Uniform Relocation Assistance Act and as Amended.

3. Pursuant to Minnesota Statute, "Subsequent tenants" ARE NOT eligible to receive any relocation assistance, such as actual moving costs or business reestablishment expenses from the City at the termination of this sublease.

4. This Lease Addendum is a **NOTICE OF RELOCATION INELIGIBILITY**, and it is not a waiver of benefits.

5. By signing this document Subtenant acknowledges receipt of the above disclosures. In addition, Subtenant is advised that this is a binding legal document and that Subtenant may want to seek legal advice prior to signing this document.

Todd N. Bialon dba EZ Auto

Landlord – Todd N. Bialon	Subtenant
Date:_____	Date:_____

City of Ramsey fee owner of the Premises acknowledges this Sublease Addendum

By:_____ Date:_____
Its:_____

EXHIBIT A – LEGAL DESCRIPTION

Parcel 1 – PIN 28-32-25-31-0004

That part of the Northeast Quarter of the Southwest Quarter of Section 28, Township 32, Range 25, Anoka County, Minnesota, described as follows:

Commencing at the point of intersection of the west line of said Northeast Quarter of the Southwest Quarter with the southerly right-of-way line of the Burlington Northern Railroad; thence southerly along said west line of said Northeast Quarter of the Southwest Quarter to its intersection with the northerly right-of-way line of U.S. Trunk Highway No. 10; thence southeasterly along said northerly right-of-way line of said U.S. Trunk Highway No. 10 a distance of 330.05 feet to the actual point of beginning of the tract to be herein described; thence continuing along the northerly right-of-way of said highway a distance of 154.95 feet; thence northerly to a point on said southerly right-of-way line of said Burlington Northern Railroad distant 551.80 feet southeasterly from the west line of said Northeast Quarter of the Southwest Quarter, as measured along said southerly right-of-way line of the Burlington Northern Railroad; thence northwesterly along said southerly right-of-way line of the Burlington Northern Railroad a distance of 155.00 feet; thence southwesterly to the point of beginning.

Together with an easement for ingress and egress purposes over and across the southeasterly 40 feet of the southwesterly 60 feet of the following described property:

That part of the Northeast Quarter of the Southwest Quarter of Section 28, Township 32, Range 25, Anoka County, Minnesota, described as follows:

Beginning at the point of intersection of the west line of said Northeast Quarter of the Southwest Quarter with the southerly right-of-way line of the Burlington Northern Railroad; thence southerly along said west line of said Northeast Quarter of the Southwest Quarter to its intersection with the northerly right-of-way line of U.S. Trunk Highway No. 10; thence Southeasterly along said northerly right-of-way line of said U.S. Trunk Highway No. 10 a distance of 330.05 feet; thence northerly to a point on said southerly right-of-way line of said Burlington Northern Railroad, distant 396.80 feet southeasterly from the point of beginning; thence northwesterly along said southerly right-of-way line of said Burlington Northern Railroad to the point of beginning.

Parcel 2 – PIN 28-32-25-31-0007

That part of the Northeast Quarter of the Southwest Quarter of Section 28, Township 32, Range 25, Anoka County, Minnesota, described as follows:

Commencing at the point of intersection of the west line of said Northeast Quarter of the Southwest Quarter with the southerly right-of-way line of the Burlington Northern Railroad; thence southerly along said west line of said Northeast Quarter of the Southwest Quarter to its intersection with the northerly right-of-way line of U.S. Trunk Highway No. 10; thence southeasterly along said northerly right-of-way line of said U.S. Trunk Highway No. 10 a distance of 485.00 feet to the

actual point of beginning of the tract to be herein described; thence continuing along the northerly right-of-way of said highway a distance of 140 feet; thence northerly to a point on said southerly right-of-way line of said Burlington Northern Railroad distant 691.80 feet southeasterly from the west line of the Northeast Quarter of the Southwest Quarter, as measured along the southerly right-of-way of the Burlington Northern Railroad; thence northwesterly along said southerly right-of-way line of said Burlington Northern Railroad a distance of 140 feet; thence southwesterly to the point of beginning.

LEASE AMENDMENT

This Lease Amendment amends the November 3, 2011, Lease entered into by and between the City of Ramsey and Todd Bialon, a copy of which is attached as Exhibit A.

Recitals

1. The Initial Term of the original Lease was for a period of five years with an option to extend another two years for both Parcel 1 and Parcel 2.
2. The Initial Term ends November 2, 2016.
3. Tenant wishes to extend the Initial Term for a period of two years for both Parcels.
4. The Parcel 1 property identification number changed since the original Lease.

Agreement

1. All terms and conditions of the original Lease remain in effect except as otherwise modified by this Amendment.
2. The Term of the Lease is hereby extended by two years. Unless otherwise modified by the parties pursuant to the requirements of the Lease, the Lease will terminate on November 2, 2018.
3. The leased Premises consists of 32,626 square feet of paved surface parking space, located on Parcel 1 and Parcel 2, as identified by the following Anoka County property identification numbers:
    a. Parcel 1 – PIN 28-32-25-31-0020
    b. Parcel 2 – PIN 28-32-25-31-0007

    The legal descriptions for Parcel 1 and Parcel 2 are as set forth in Anoka County property records. To the extent those records conflict with the legal descriptions in the Lease Data Sheet for Parcel 1 and Parcel 2, the property records control.

4. Rental Rate Adjustments.

    a. The rent for the first year of the extension period (November 3, 2016, through November 2, 2017) shall be adjusted to $1,686 per month, $0.62 per square foot, or $20,469 per year.

    b. The rent for the second year of the extension period (November 3, 2017, through November 2, 2018) shall be adjusted to $1,719 per month, $.063 per square foot, or $20,632 per year.

5. Any form of political signs, ads, or messages are prohibited from being located on the lease Premises.

LANDLORD

CITY OF RAMSEY

Sarah Strommen, Mayor

TENANT

Todd N. Bialon

ATTEST:

Kurtis G. Ulrich, City Administrator

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #18-225

RESOLUTION APPROVING LEASE WITH TODD BIALON (EZ AUTO)

WHEREAS, the City of Ramsey has entered into a previous 5 year lease and 2 year amendment to lease that ends on November 2, 2018; and

WHEREAS, the City of Ramsey Staff has negotiated a new updated 5 year lease with Todd Bialon (EZ AUTO) attached hereto as Exhibit A; and

WHEREAS, execution of the lease would allow an existing Ramsey business to remain and to continue generating property taxes and revenue for the RALF Program.

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 authorize the Acting Mayor and City Administrator to execute Lease Agreement attached hereto as Exhibit A.

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

and the following voted against the same:

and the following abstained:

and the following were absent:

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

_____
Acting Mayor

ATTEST:

_____
City Clerk

EXHIBIT A

LEASE AGREEMENT

This Lease Agreement, dated this _____ day of _____, 2018, (this "Lease") by and between the **CITY OF RAMSEY**, Anoka County, Minnesota, a Minnesota municipal corporation ("Landlord") and **Todd Bialon** ("Tenant").

1. LEASED PROPERTY:

Premises. The lease premises consists of 32,626 square feet of paved parking surface space located on Parcel 1 and Parcel 2 immediately east of 7551 Highway 10 NW in Ramsey

; as identified by the following Anoka County property identification numbers:

a. Parcel 1 – PIN 28-32-25-31-0020

b. Parcel 2 – PIN 28-32-25-31-0007

The legal descriptions for Parcel 1 and Parcel 2 are as set forth in Anoka County property records. To the extent those records conflict with the legal descriptions in the Lease Data Sheet for Parcel 1 and Parcel 2, the property records control.

2. TERM:

Term. The term of this lease is for a period of five years commencing on the 3rd day of November, 2018 (sometimes called "the Commencement Date") and expiring the 2nd day of November, 2023 (sometimes called "Expiration Date"), unless sooner terminated as hereinafter provided.

Early Termination. Notwithstanding Term described in 2(a) and 2(b) above, Landlord and Tenant reserve the right to terminate this Lease without cause at any time with one year's written notice.

Option to Renew. Tenant shall notify Landlord, in writing, at least sixty (60) days before the Expiration Date of Tenant's intent to renew the Lease Term for an additional thirty six (36) months ("Option Period "). Monthly rent in the Option Period shall be equal to the monthly rent in the last year of the initial lease term.

3. BASE RENT:

a. **Rent.** Tenant shall pay Landlord, a total monthly rent payment in advance without offset, deduction or demand, as follows:

$1,762.00	per month on November 3, 2018 and a like amount on each first day of the month thereafter through November 2, 2019; and
$1,806.00	per month on November 3, 2019 and a like amount on each first day of the month thereafter through November 2, 2020; and

$1,851.00 per month on November 3, 2020, and a like amount on each first day of the month thereafter through November 2, 2021; and

$1,897.00 per month on November 3, 2021 and a like amount on each first day of the month thereafter through November 2, 2022; and

$1,945.00 per month on November 3, 2022 and a like amount on each first day of the month thereafter through November 2, 2023.

The rent described in paragraph 3 is hereinafter referred to as the "Base Rent."

b. **Late Fee.** If Landlord does not receive rent by the tenth day of the month, Tenant must pay a late fee equal to five percent of the overdue rent payment as additional rent. Rent is deemed "paid" upon receipt by Landlord, not when mailed or sent by Tenant.

c. **Real Estate Tax Increase.** Notwithstanding the Base Rent described above, in the event the annual real estate property taxes levied against the Leased Property exceed 50% of the annual Base Rent, the Base Rent shall be increased so that the annual real estate property taxes is never greater than 50% of Base Rent. To effectuate this minimum rent requirement, the monthly Base Rent due on the next succeeding June 1 of the year in which the real estate property tax increase is effective, and each succeeding first day of the month thereafter, shall be increased to equal one 1/12 of the annual real estate property taxes then levied against the Leased Property, greater than 50% of Base Rent.

4. ADDITIONAL RENT:

a. **Operating Expenses**. Tenant shall pay all operating expenses including utilities incurred by Tenant in operating the Leased Property. The term "Operating Expenses" includes but is not limited to the maintenance, repair and operation of utilities and lighting, parking and landscaped areas and signs, as well as snow removal and non-structural repair and maintenance of the exterior of the building, all associated with the premises being rented. Failure to pay operating expenses when due shall constitute a default under this lease.

The payment of the sums set forth in this paragraph 4 shall be in addition to the Base Rent payable pursuant to paragraph 3 of this Lease. If Tenant fails to pay the Operating Expenses when due, Landlord may pay same and the same shall be immediately due to Landlord from Tenant together with 10% interest per annum.

The above is sometimes called the "Additional Rent."

b. Tenant shall not be responsible for the payment of any real estate taxes. Real estate taxes shall be the sole responsibility of Landlord, except as required in paragraph 3.

5. COVENANTS TO PAY RENT:

The covenants of Tenant to pay the Base Rent and the Additional Rent are each independent of any other covenant, condition, provision or agreement contained in this Lease. All rents are

payable to Landlord at Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota, or such other place as Landlord may designate.

6. UTILITIES:

Tenant shall provide mains and conduits to supply electricity to the Leased Property. Tenant shall pay, when due, all charges for garbage disposal, refuse removal, electricity, telephone and/or other utility services or energy source furnished to the Leased Property during the term of this Lease, or any renewal or extension thereof. In addition, Tenant shall be responsible to pay the City of Ramsey's quarterly storm water utility charge. If Landlord elects to furnish any of the foregoing utility services or other services furnished to Tenant, then the rate charged by Landlord shall not exceed the rate Tenant would be required to pay to a utility company or service company furnishing any of the foregoing utilities or services. The charges thereof shall be deemed Additional Rent in accordance with paragraph 4. Tenant shall not be entitled to any abatement or reduction of Base Rent by reason of Landlord's failure to furnish any of the foregoing utilities when such failure is caused by accident, breakage, repairs (including replacements), strikes, lockouts or other labor disturbances or labor disputes of any character, or for any other causes.

7. CARE AND REPAIR OF LEASED PROPERTY:

Tenant shall, at all times throughout the term of this Lease, including any renewals and extensions, and at its sole expense, keep and maintain the Leased Property in a clean, safe, sanitary and first class condition and in compliance with all applicable laws, codes, ordinances, rules and regulations. Tenant's obligations hereunder shall include but not be limited to the maintenance and repair of all lighting and equipment, fixtures, motors and machinery including the overhead door opening systems, all interior walls, partitions, doors and windows, including the regular painting thereof, all exterior entrances, windows and doors and the replacement of all broken glass. Tenant shall keep and maintain all portions of the Leased Property and the sidewalk and areas adjoining the same in a clean and orderly condition, free of accumulation of dirt, rubbish, snow and ice. Tenant shall be responsible for all outside maintenance of the Leased Property, including grounds and parking areas. Tenant shall properly utilize, maintain and repair the septic system and associated drain field. No parking of any vehicles or equipment is allowed on the drain field.

If Tenant fails, refuses or neglects to maintain or repair the Leased Property as required in this Lease after notice shall have been given Tenant, in accordance with paragraph 31 of this Lease, Landlord may make such repairs without liability to Tenant for any loss or damage that may accrue to Tenant's merchandise, fixtures or other personal property or to Tenant's business by reason thereof, and upon completion thereof, Tenant shall pay to Landlord all costs incurred by Landlord in making such repairs upon presentation to Tenant of bill therefore.

Landlord shall repair, at its expense, the structural portions of the Leased Property, provided, however, where structural repairs are required to be made by reason of the acts of Tenant, the costs thereof shall be borne by Tenant and payable by Tenant to Landlord upon demand.

8. SIGNS:

Any sign, lettering, picture, notice or advertisement installed on or in any part of the Leased Property and visible from the exterior of the Leased Property, or visible from the exterior of the Leased Property, must be approved in advance by Landlord and installed at Tenant's expense and be in compliance with all City of Ramsey sign code regulations. Tenant may not post any political signs in relation to City, School District, County, or State elections or policy initiatives. In the event of a violation of the foregoing by Tenant, Landlord may remove the same without any liability and may charge Tenant the expense incurred for such removal.

9. ALTERATIONS, INSTALLATION, FIXTURES:

a. **AS IS Condition**. Except as may be expressly modified herein, Tenant leases the Leased Property in an 'AS IS" condition and Landlord shall not be responsible for any repairs or modifications thereto.

b. Except as hereinafter provided, Tenant shall not make any alternation, additions, or improvements in or to the Leased Property or add, disturb or in any way change any plumbing or wiring therein without the prior written consent of Landlord. In the event alterations are required by any governmental agency by reason of the use and occupancy of the Leased Property by Tenant, Tenant shall make such alterations at its own cost and expense after first obtaining Landlord's approval of plans and specifications therefore and furnishing such indemnification as Landlord may reasonably require against liens, costs, damages and expenses arising out of such alterations. Alterations or additions by Tenant must be done in compliance with all laws, ordinances and governmental regulations affecting the Leased Property and Tenant shall warrant to Landlord that all such alterations, additions, or improvements shall be in strict compliance with all relevant laws, ordinances, governmental regulations, and insurance requirements. Construction of such alterations or additions shall commence only upon Tenant obtaining and exhibiting to Landlord the requisite approvals, licenses and permits and indemnification against liens. All alterations, installations, physical additions or improvements to the Leased Property made by Tenant shall at the option of Landlord become the property of Landlord and shall be either removed by Tenant at Tenant's sole cost or surrendered to Landlord upon the termination of this Lease; provided, however, this clause shall not apply to movable equipment or furniture owned by Tenant which may be removed by Tenant at the end of the term if this Lease is not then in default.

10. POSSESSION:

Except as hereinafter provided Landlord shall deliver possession of the Leased Property to Tenant in the condition required by this Lease on or before the Commencement Date, but delivery of possession prior to or later than such Commencement Date shall not affect the expiration date of this Lease. The rentals herein reserved shall commence on the date when possession of the Leased Property is delivered by Landlord to Tenant. Any occupancy by Tenant prior to the beginning of the term shall in all respects be the same as that of Tenant under this Lease. Landlord shall have no responsibility or liability for loss or damage to fixtures, facilities or equipment installed or left on the Leased Property. If Leased Property is not ready for occupancy by Commencement Date and possession is later than Commencement Date, rent shall

begin on date of possession. If for any reason, Landlord cannot deliver possession of the Leased Property to Tenant by the Commencement Date, in no event shall landlord be subject to any liability for a delay in delivery and such failure shall not affect the validity of this Lease or the obligations of tenant under, and Tenant's remedies for such delay shall be limited to termination of this Lease in the event that Landlord fails to deliver the Leased Property to Tenant within 30 days of the Commencement Date.

11. SECURITY AND DAMAGE DEPOSIT:

Tenant contemporaneously with the execution of this Lease, has deposited with Landlord the sum of One Thousand Seven Hundred Sixty-two and 00/100 Dollars ($1,762.00), receipt of which is hereby acknowledged by Landlord, which deposit is to be held by Landlord, as a security and damage deposit for the faithful performance by Tenant during the term hereof or any extension hereof. Prior to the time when Tenant shall be entitled to the return of this security deposit, Landlord may commingle such deposit with Landlord's own funds and to sue such security deposit for such purpose as Landlord may determine. In the event of the failure of Tenant to keep and perform any of the terms, covenants and conditions of this Lease to be kept and performed by Tenant during the term hereof or any extension hereof, then Landlord, either with or without terminating this Lease may (but shall not be required to) apply such portion of said deposit as may be necessary to compensate or repay Landlord for all losses or damages sustained or to be sustained by Landlord due to such breach on the part of Tenant, including, but not limited to overdue and unpaid rent, any other sum payable by Tenant to Landlord pursuant to the provisions of this Lease, damages or deficiencies in the reletting of the Leased Property, and reasonable attorney's fees incurred by Landlord. Should the entire deposit or any portion thereof, be appropriated and applied by Landlord, in accordance with the provisions of this paragraph, Tenant upon written demand by landlord, shall remit forthwith to Landlord a sufficient amount of cash to restore said security deposit to the original sum deposited, and tenant's failure to do so within five (5) days after receipt of such demand shall constitute a breach of this Lease. Said security deposit shall be returned to Tenant, less any depletion thereof as the result of the provisions of this paragraph, at the term of this Lease or upon the earlier termination of this Lease. Tenant shall have no right to anticipate return of said deposit by withholding any amount required to be paid pursuant to the provision of this Lease or otherwise.

12. USE:

The Leased Property shall be used and occupied by Tenant solely for the purposes of the sale of vehicles and such use by Tenant shall at all times be in full compliance with all applicable laws, ordinances and governmental regulations affecting the Leased Property. The use shall include outside parking of customer and employee vehicles. Parking of vehicles and equipment shall be permitted only on paved areas on the Lease Property. In no event are vehicles or equipment to be parked within the area overlying the septic system. The Leased Property shall not be used in such manner that, in accordance with any requirement of law or of any public authority, Landlord shall be obligated on account of the purpose or manner of said use to make any addition or alteration to or in the Leased Property. The Leased Property shall not be used in any manner which will increase the rates required to be paid for public liability or for fire and extended coverage insurance covering the Leased Property. Tenant shall occupy the Leased Property, conduct its business and control its agents, employees, invitees and visitors in such a

way as is lawful and reputable, and will not permit or create any nuisance, noise, odor, or otherwise interfere with, annoy or disturb any other Tenant in the Leased Property in its normal business operations or Landlord in its management of the Leased Property. Tenant's use of the Leased Property shall conform to all Landlords' rules and regulations relating to the use of the Leased Property as listed on Exhibit A attached hereto.

13. ACCESS TO LEASED PROPERTY:

The Tenant agrees to permit Landlord and the authorized representatives of Landlord to enter the Leased Property at all times during usual business hours for the purpose of inspecting the same and making any necessary repairs to the Leased Property and performing any work therein that may be necessary to comply with any laws, ordinances, rules, regulations or requirements of any public authority or of the Board of Fire Underwriters or any similar body or that Landlord may deem necessary to prevent waste or deterioration in connection with the Leased Property. Nothing herein shall imply any duty upon the part of Landlord to do any such work that, under any provision of this Lease, Tenant may be required to perform and the performance thereof by Landlord shall not constitute a waiver of Tenant's default in failing to perform the same. The Landlord may, during the progress of any work in the Leased Property, keep and store upon the Leased Property all necessary materials, tools and equipment. The Landlord shall not in any event be liable for inconvenience, annoyance, disturbance, loss of business, or other damage of Tenant by reason of making repairs or the performance on any work in the Leased Property, or on account of bringing materials, supplies and equipment into or through the Leased Property during the course thereof and the obligations of Tenant under this Lease shall not thereby be affected in any manner whatsoever.

Landlord reserves the right to enter upon the Leased Property at any time in the event of an emergency and at reasonable hours to exhibit the Leased Property to prospective Tenants and to display "For Lease" or similar signs on windows or doors in the Leased Property during the last one hundred eighty (180) days of the term of this Lease, all without hindrance or molestation by Tenant.

14. EMINENT DOMAIN:

In the event of any eminent domain or condemnation proceeding or private sale in lieu thereof in respect to the Leased Property during the term thereof, the following provisions shall apply:

a. **Leased Property Acquired** If the whole of the Leased Property shall be acquired or condemned by eminent domain for any public or quasi-public use or purpose, then the term of this Lease shall cease and terminate as of the date possession shall be taken in such proceeding and all rentals shall be paid up to that date. Notwithstanding the above, Landlord, upon receipt of written notice of a condemnation proceeding regarding the Property being filed in a Court of competent jurisdiction, shall forth with notify Tenant in writing of said Notice. Upon receipt of same, Tenant shall have the right to terminate the Lease upon 30 days written notice to Landlord.

b. **Part of Leased Property Acquired.** If any part constituting less than the whole of the Leased Property shall be acquired or condemned as aforesaid, and in the event that such

partial taking or condemnation shall materially affect the Leased Property so as to render the Leased Property unsuitable for the business of Tenant, then the term of this Lease shall cease and terminate as of the date possession shall be taken by the condemning authority and rent shall be paid to the date of such termination.

In the event of a partial taking or condemnation of the Leased Property which shall not materially affect the Leased Property so as to render the Leased Property unsuitable for the business of Tenant, this Lease shall continue in full force and effect but with a proportionate abatement of the Base Rent and Additional Rent based on the portion if any, of the Leased Property taken. Landlord reserves the right, at its option, to restore the Leased Property to substantially the same condition as they were prior to such condemnation. In such event, Landlord shall give written notice to Tenant within 30 days following the date possession shall be taken by the condemning authority, of Landlord's intention to restore. Upon Landlord's notice of election to restore, Landlord shall commence restoration and shall restore the Leased Property with reasonable promptness, subject to delays beyond Landlord's control and delays in the making of condemnation or sale proceeds adjustment by Landlord; and Tenant shall have no right to terminate this Lease except as herein provided. Upon completion of such restoration, the rent shall be adjusted based upon the portion, if any, of the Leased Property restored.

c. **Tenant Waiver.** Subject to the notice provision in paragraph 13 a. above, in the event of any condemnation or taking as aforesaid, whether whole or partial, Tenant shall not be entitled to any part of the award paid for such condemnation and Landlord is to receive the full amount of such award, Tenant hereby expressly waives any right to claim to any part thereof.

d. **Tenant Damages.** Although all damages in the event of any condemnation shall belong to Landlord whether such damages are awarded as compensation for diminution in value of the leasehold or to the fee of the Leased Property, Tenant shall have the right to claim and recover from the condemning authority, but not from Landlord, such compensation as may be separately awarded or recoverable by Tenant in Tenant's own right on account of any and all damage to Tenant's business by reason of the condemnation and of or on account of any cost or loss to which Tenant might be put in removing Tenant's merchandise, furniture, fixtures, leasehold improvements and equipment. However, Tenant shall have no claim against Landlord or make any claim with the condemning authority of the loss of its leasehold estate, any unexpired term of loss of any possible renewal or extension of said lease or loss of any possible value of said lease, any unexpired term, renewal or extension of said Lease.

15. DAMAGE OR DESTRUCTION:

In the event of any damage or destruction to the Leased Property by fire or other cause during the term hereof, the following provisions shall apply:

a. **Significant Damages.** If the Leased Property is damaged by fire or any other cause to such extent that the cost of restoration, as reasonably estimated by Landlord, will equal or exceed twenty percent (20%) of the replacement value of the Leased Property (exclusive of foundations) just prior to the occurrence of the damage, then Landlord may, no later than the sixtieth (60^{th}) day following the damage, give Tenant written notice of Landlord's election to terminate this Lease.

b. **Date of Termination.** In the event Landlord elects to terminate this Lease, it shall be deemed to terminate on the date of the occurrence of damage or destruction and all rentals shall be paid up to that date. Tenant shall have no claim against Landlord for the value of any unexpired term of this Lease except for prepaid rent.

Notwithstanding anything contained in this paragraph 14 to the contrary, Landlord shall only be obligated to restore the Leased Property to the extent of the insurance proceeds actually received, but if the insurance proceeds actually received do not permit Landlord to restore the Leased Property, Landlord shall so notify Tenant and either Landlord or Tenant may terminate this Lease by written notice given within 60 days after Landlord's notice. If Landlord restores the Leased Property in accordance with the provisions of this Section, then Tenant shall not have any right to terminate this Lease because of such damage pursuant to (i) any common law rights, (ii) Minnesota Statutes §504.131 as now in effect or as it may be hereafter amended or supplemented, or (iii) any comparable right established b a similar statute.

c. **Tenant Repair of Significant Damages.** In the event Landlord elects to terminate this Lease, the Tenant may make a written proposal to repair Significant Damages to the Leased Property at the sole cost of the Tenant, within 10 days of the Landlord's original notice outlined in Section 15, Paragraph A. The Landlord shall retain full discretion to reject or accept the Tenant's proposal to repair Significant Damages.

16. CASUALTY INSURANCE:

a. **Landlord and Tenant Obligations.** Landlord shall at all times during the term of this Lease, at its expense, maintain a policy or policies of insurance with premiums paid in advance issued by an insurance company licensed to do business in the State of Minnesota insuring the Leased Property against loss or damage by fire, explosion or other insurable hazards and contingencies for the full insurance value, provided that Landlord shall not be obligated to insure any furniture, equipment, machinery, goods or supplies not covered by this Lease which Tenant may bring upon the Leased Property or any additional improvements which Tenant may construct or install on the Leased Property. Tenant shall at all times during the term of this Lease, at its expense, maintain a policy or policies of insurance with premiums paid in advance issued by an insurance company licensed to do business in the State of Minnesota insuring its property of whatever nature against loss or damage by fire, expulsion or other insurable hazards and contingencies for the full insurable value of said Tenant's property, including Tenants improvements to the Leased Property and Tenant's personal Property.

b. **Tenant Restriction.** Tenant shall not carry any stock of goods or do anything in or about the Leased Property which will in any way impair or invalidate the obligation of the insurer under any policy of insurance required by this Lease.

c. **Waiver of Liability.** Landlord hereby waives and releases all claims, liabilities and causes of action against Tenant and its agents, servants and employees for loss or damage to, or destruction of, the Leased Property or any portion thereof, including the buildings and other improvements situated thereon, resulting from fire, explosion and other perils included in standard extended coverage insurance, whether caused by the negligence of any of said persons or otherwise. Likewise, Tenant hereby waives and releases all claims, liabilities and causes of

action against Landlord and its agents, servants and employees for loss or damage to, or destruction of, any of the improvements, fixtures, equipment, supplies, merchandise and other Leased Property, whether that of Tenant or of others, upon or about the Leased Property resulting from fire, explosion or the other perils included in standard extended coverage insurance, whether caused by the negligence of any of said persons or otherwise. The waiver shall remain in force whether or not Tenant's insurer shall consent thereto.

d. **Tenant Payment.** In the event that the use of the Leased Property by Tenant increases the premium rate for insurance carried by Landlord, Tenant shall pay Landlord, upon demand, the amount of such premium increase. If tenant installs any electrical equipment that overloads the power lines to the building or its wiring, Tenant shall, at its own expense, make whatever changes are necessary to comply with the requirements of the insurance underwriter, insurance rating bureau and governmental authorities having jurisdiction.

17. PUBLIC LIABILITY INSURANCE:

Tenant shall during the term hereof keep in full force and effect at its expense a policy or policies of public liability insurance with respect to the Leased Property and the business of Tenant, on terms with companies approved in writing by Landlord, in Landlord and Landlord's designees are named as additional insured under prudent limits of liability not less than: $500,000.00 for injury/death to any one person; $1,000,000.00 for injury/death to more than one person, and $500,000.00 with respect to damage to Leased Property. Such policy(ies) shall: (i) provide that such policies are primary and landlord's policy(ies) are noncontributing; (ii) include a cross-liability endorsement, and (iii) require that at least 30 days prior written notice must be given to Landlord prior to cancellation, expiration or material adverse changes to such policy(ies). Tenant shall furnish evidence satisfactory to Landlord at the time this Lease is executed that such coverage is in full force and effect.

17A. DEFAULT OF TENANT:

a. **Failure to Pay Rent.** In the event of any failure of Tenant to pay any rent due within ten (10) days after the rent is due, or any failure to perform any other of the terms, conditions or covenants of this Lease to be observed or performed by Tenant for more than 20 days after written notice of such failure shall have been given to Tenant, or if Tenant or an agent of Tenant shall falsify any report required to be furnished to Landlord pursuant to the terms of this Lease, or if Tenant or any guarantor of this Lease shall become bankrupt or insolvent, or file any debtor proceedings or any person shall take or have against Tenant or any guarantor of this Lease in any court pursuant to any statute either of the United States or of any state a petition of bankruptcy or insolvency or for reorganization or for the appointment of a receiver or trustee of all or a portion of Tenant's or any such guarantor's Leased Property, or if Tenant or any such guarantor makes an assignment for the benefit of creditors, or petitions for or enters into an arrangement, or if Tenant shall abandon the Leased Property or suffer this Lease to be taken under any writ of execution, then in any such event Tenant shall be in default hereunder, and Landlord, in addition to other rights of remedies it may have, shall have the immediate right of re-entry and may remove all personal property from the Leased Property and store it in a public warehouse or elsewhere at Tenant's cost without service of notice or resort to legal process and

without being guilty of trespass, or becoming liable for any loss or damage which may be occasioned thereby.

b. **Landlord's Rights.** Should Landlord elect to re-enter the Leased Property, as herein provided, or should it take possession of the Leased Property pursuant to legal proceedings or pursuant to any notice provided for by law, it may either terminate this Lease or it may from time to time, without terminating this Lease, make such alterations and repairs as may be necessary in order to relet the Leased Property, and relet the Leased Property or any part thereof upon such term or terms (which may be for a term extending beyond the term of this Lease) and at such rental or rentals and upon such other terms and conditions as Landlord in its sole discretion may deem advisable. Upon each such subletting all rentals received by Landlord from such reletting shall be applied first to the payment of any indebtedness other than rent due hereunder from Tenant to Landlord; second, to the payment of any costs and expenses of such reletting, including brokerage fees and attorney's fees and costs of such alterations and repairs; third, to the payment of the rent due and unpaid payment of future rent as the same may become due and payable hereunder. If such rentals received from such reletting during any month be less than that to be paid during that month by Tenant hereunder, possession of the Leased Property by Landlord shall be construed as an election on its part to terminate this Lease unless a written notice of such intention be given to Tenant or unless the termination thereof be decreed by a court of competent jurisdiction. Notwithstanding any such reletting without termination, Landlord may at any time after such re-entry and reletting elect to terminate this Lease for any such breach, in addition to any other remedies it may have, it may recover from Tenant all damages it may incur by reason of such breach, including the cost of recovering the Leased Property, reasonable attorney's fees, and including the worth at the time of such termination of the excess, if any, of the amount of rent and charges equivalent to rent reserved in this Lease for the remainder of the stated term, minus the amount of rental loss which Tenant proves could have been reasonably avoided, all of which amounts shall be immediately due and payable from Tenant to Landlord. Landlord shall also be entitled to any other amounts necessary to compensate Landlord for all detriment proximately caused by Tenant's failure to comply with the requirements of this Lease.

c. **Landlord May Cure Default.** Landlord may, at its option, instead of exercising any other rights or remedies available to it in this Lease or otherwise by law, statute or equity spend such money as is reasonably necessary to cure any default of Tenant herein and the amount so spent, and costs incurred, including attorney's fees incurring such default, shall be paid by Tenant, and additional rent, upon demand.

d. **Tenant Payment.** In the event suit is brought for recovery of possession of the Leased Property, for the recovery of rent of any other amount due under the provisions of this Lease, or because of the breach of any other covenant herein contained on the part of Tenant to be kept or performed, and a breach shall be established, Tenant shall pay to Landlord all expenses incurred therefore, including a reasonable attorney's fee, together with interest on all such expenses at a reasonable the rate of interest from the date of such breach of the covenants of this Lease.

e. **Waiver of Rights of Redemption.** Tenant hereby expressly waives any and all rights of redemption granted by or under any present or future laws in the event of Tenant being

evicted or dispossessed for any cause, or in the event of Landlord obtaining possession of the Leased Property, by reason of the violation by Tenant of any of the covenants or conditions of this Lease, or otherwise. Tenant also waives any demand for possession of the Leased Property, and any demand for payment of rent and any notice of intent to re-enter the Leased Property, or of intent to terminate this Lease, other than the notices above provided in this paragraph, and waives any and every other notice or demand prescribed by any applicable statutes or laws.

f. **No Exclusive Remedy.** No remedy herein or elsewhere in this Lease or otherwise by law, statute or equity, conferred upon or reserved to Landlord or Tenant shall be exclusive of any other remedy, but shall be cumulative, and may be exercised from time to time and as often as the occasion may arise.

17B. DEFAULT OF LANDLORD:

Landlord Payment. In the event suit is brought by the Tenant because of the breach of any covenant herein contained on the part of Landlord to be kept or performed, and a breach shall be established, Landlord shall pay to Tenant all expenses incurred therefore, including reasonable attorney's fees, together with interest on all such expenses at the rate of interest established pursuant to Minnesota Statutes section 549.09 from the date of such breach of the covenants of this Lease.

18. BUSINESS REGISTRATION CERTIFICATE (BRC):

The City of Ramsey requires that every business obtain a Business Registration Certificate/Business License (BRC) annually in order to operate in the City. The BRC application must be received 30 days PRIOR to your intended occupancy in the city. Upon receipt of the application and required fee, City staff will review the application and determine if the business is in compliance with City and the Minnesota State Building and Fire Codes. Upon receipt of your approved BRC, you will then be able to occupy your space and operate your business. The BRC must be displayed in a location that can be viewed by the public.

19. INDEMNITY & HOLD HARMLESS:

Except to the extent that liability for damages or loss is caused by the gross negligence of Landlord, its agents or employees, Tenant shall indemnify, protect, defend (at Landlord's request and with counsel approved by Landlord) and hold Landlord and each of its respective officers and employees harmless from and against every demand, claim, cause of action, judgment and expense, including, but not limited to, reasonable attorney's fees and disbursements of counsel, whether suit is initiated or not, and all loss and damage arising from: (a) any injury, loss or damage to the person or property of Tenant, or to any other person rightfully in the Leased Property, specifically including the owners who are renting space in the Leased Property for the storage of boats, RV vehicles and other similar type recreation equipment and vehicles stored in the Leased Property, (i) occurring in or about the Leased Property, or (ii) caused by the negligence or misconduct of Tenant, or Tenant's affiliates or any of their respective employees, representatives, agents or contractors, or (iii) resulting from the violation of any legal requirements or the provisions of this Lease by Tenant, or Tenant's affiliates or any of their respective employees, representatives, agents or contractors; (b) any loss or damage, however

caused, to books, records, computer or other electronic equipment or data or media, files, artwork, money, securities, negotiable instruments or papers in the Leased Property; or (c) any loss or damage resulting from interference with or obstruction of deliveries to or from the Leased Property caused by Tenant or Tenant's affiliates or any of their respective employees, representatives, agents or contractors. All property kept, maintained or stored on the Leased Property shall be so kept, maintained or stored at the sole risk of Tenant. If any mechanic's lien is filed against any part of the Leased Property for work claimed to have been done for, or materials claimed to have been furnished to Tenant, such mechanic's lien shall be discharged by Tenant within ten (10) days thereafter, at Tenant's sole cost and expense, by the payment thereof or by making any deposit required by law or by posting a bond with such surety, in such amount and in such form as landlord deems proper. Tenant shall immediately notify Landlord of any mechanic's lien or other lien filed against the Leased Property or any part thereof by a contractor or subcontractor of Tenant or otherwise by reason of work claimed to have been done for or materials claimed to have been furnished to Tenant. If Tenant fails to remove such lien or post such bond within the ten (10) day period following the filing thereof, Landlord may, at its sole discretion and without waiving its right and remedies based on such breach by Tenant and without releasing Tenant from any of its obligations, cause such lien to be released by any means it shall deem proper, including payment in satisfaction of the claim giving rise to such lien. Tenant shall, in such event, pay to Landlord at once, upon notice by Landlord, any sum paid by Landlord to remove such lien, together with interest at a reasonable rate from the date of such payment by Landlord. Landlord shall have the right at all times to post and keep posted on the Leased Property any notices permitted or required by applicable law, or that Landlord shall deem proper for the protection of Landlord, the Leased Property, the property of and any other party having an interest therein, from liens. All material suppliers, contractors, artisans, mechanics, laborers and other parties contracting with Tenant for the furnishing of any labor, services, materials, supplies or equipment with respect to any portion of the Leased Property are hereby charged with notice that they must look solely to Tenant for payment of the same and Tenant's purchase orders, contracts and subcontracts in connection therewith must clearly state this requirement.

20. NON-LIABILITY:

Subject to the terms and conditions of paragraph 14 hereof, Landlord shall not be liable for damage to any property of Tenant or of others located on the Leased Property specifically including the Tenant's and Tenant's customers' equipment, golf carts, vehicles, and other similar types of recreation equipment stored in the Leased Property, nor for the loss of or damage to any property of Tenant or of others by theft or otherwise. Landlord shall not be liable for any injury or damage to persons or property resulting from fire, explosion, falling plaster, steam, gas, electricity, water, rain or snow or leaks from any part of the Leased Property or from the pipes, appliances, or plumbing works or from the roof, street or subsurface or from any other place or by dampness or by any other cause of whatsoever nature. Landlord shall not be liable for any such damage caused by Tenants or persons in the Leased Property, occupants of adjacent property, of the buildings, or the public or caused by operations in connection of any private, public or quasi-public work. Landlord shall not be liable for any latent defect in the Leased Property. All property of Tenant kept or stored on the Leased Property shall be so kept or stored at the risk of Tenant only and Tenant shall hold Landlord harmless from any claims arising out of damage to the same, including subrogation claims by Tenant's insurance carrier.

21. ASSIGNMENT OR SUBLETTING:

Tenant agrees to use and occupy the Leased Property throughout the entire term hereof for the purpose or purposes herein specified and for no other purposes, in the manner and to substantially the extent now intended, and not to assign, sublet, license, concession or otherwise transfer this Lease or Tenant's rights in the Leased Property, or any part thereof, whether by voluntary act, operation of law, or otherwise, without obtaining the prior written consent of Landlord in each instance. Tenant shall seek such consent of Landlord by a written request therefore, setting forth such information as Landlord may deem necessary. Consent by Landlord to any assignment of this Lease or to any subletting of the Leased Property shall not be a waiver of Landlord's rights under this paragraph as to any subsequent assignment or subletting. Landlord's rights to assign this Lease are and shall remain unqualified. No such assignment or subleasing shall relieve Tenant from any of Tenant's obligations in this Lease contained, nor shall any assignment or sublease or other transfer of this Lease be effective unless the assignees, subtenant or transferee shall at the time of such assignment, sublease or transfer, assume in writing for the benefit of Landlord, its successors or assigns, all of the terms, covenants and conditions of this Lease thereafter to be performed by Tenant and shall agree in writing to be bound thereby. Should Tenant sublease in accordance with the terms of this Lease, fifty percent (50%) of any increase in rent received by Tenant over the per square foot rental rate which is being paid by Tenant shall be forwarded to and retained by Landlord, which increase shall be in addition to the Base Rent and Additional Rent due landlord under this Lease.

22. ATTORNMENT:

In the event of any sale, transfer or assignment of Landlord's interest in the Leased Property, or this Lease, or if the Leased Property comes into custody or possession of a mortgagee or any other party whether because of a mortgage foreclosure, or otherwise, Tenant shall attorn to such assignee or other party and recognize such party as Landlord hereunder; provided, however, Tenant's peaceable possession will not be disturbed so long as Tenant faithfully performs it obligations under this Lease. Tenant shall execute, on demand, any attornment agreement required by any such party to be executed, containing such provisions and such other provisions as such party may require.

22. SUCCESSORS AND ASSIGNS:

The terms, covenants and conditions hereof shall be binding upon and inure to the successors and assigns of the parties hereto.

23. REMOVAL OF FIXTURES:

Notwithstanding anything contained in paragraph 8, paragraph 29 or elsewhere in this Lease, if Landlord requests then Tenant will promptly remove at the sole cost and expense of Tenant all fixtures, equipment and alterations made by Tenant simultaneously with vacating the Leased Property and Tenant will promptly restore the Leased Property to the condition that existed immediately prior to said fixtures, equipment and alterations having been made all at the sole cost and expense of Tenant.

24. QUIET ENJOYMENT:

Landlord warrants that it has full right to execute and to perform this Lease and to grant the estate demised, and that Tenant, upon payment of the rents and other amounts due and the performance of all the terms, conditions, covenants and agreements on Tenant's part to be observed and performed under this Lease, may peaceably and quietly enjoy the Leased Property for the business uses permitted hereunder, subject, nevertheless, to the terms and conditions of this Lease.

25. RECORDING:

Tenant shall not record this Lease without the written consent of Landlord. However, upon the request of either party hereto, the other party shall join in the execution of the Memorandum lease for the purposes of recordation. Said Memorandum lease shall describe the parties, the Leased Property and the term of the Lease and shall incorporate this Lease by reference.

26. OVERDUE PAYMENTS:

All monies due under this Lease from Tenant to Landlord shall be due on demand, unless otherwise specified and if not paid when due, shall result in the imposition of a service charge for such late payment in the amount of five percent (5%) of the amount due.

27. SURRENDER:

On the Expiration Date or upon the termination hereof upon a day other than the Expiration Date, Tenant shall peaceably surrender the Leased Property broom-clean in good order, condition and repair, reasonable wear and tear only excepted. On or before the Expiration Date or upon termination of this Lease on a day other than the Expiration Date, Tenant shall, at its expense, remove all trade fixtures, personal property and equipment and signs from the Leased Property and any not removed shall be deemed to have been abandoned. Any damage caused by removal of such items shall be repaired by Tenant at its expense. All alterations, additions, improvements and fixtures (other than trade fixtures) which shall have been made or installed by Landlord or Tenant upon the Leased Property and all floor covering so installed shall at the option of Landlord remain upon and be surrendered with the Leased Property as a part thereof, without disturbance, molestation or injury, and without charge, at the expiration or termination of this Lease. If the Leased Property is not surrendered on the Expiration Date or the date of termination, Tenant shall indemnify Landlord against loss or liability, claims, without limitation, made by any succeeding Tenant founded on such delay. Tenant shall promptly surrender all keys for the Leased Property to Landlord at the place then fixed for payment of rent and shall inform Landlord of combinations of any locks and safes on the Leased Property.

28. HOLDING OVER:

In the event of a holding over by Tenant after expiration or termination of this Lease without the consent in writing of Landlord, Tenant shall be deemed a Tenant at sufferance and shall pay rent for such occupancy at the rate of twice the lease-current aggregate Base and Additional Rent, prorated for the entire holdover period, plus all attorney's fees and expenses incurred by Landlord in enforcing its rights hereunder, plus any other damages occasioned by such holding

over. Except as otherwise agreed, any holding over with the written consent of Landlord shall constitute Tenant as a month-to-month Tenant.

29. ABANDONMENT:

In the event Tenant shall remove its fixtures, equipment or machinery or shall vacate the Leased Property or any part thereof prior to the Expiration Date of this Lease, or shall discontinue or suspend the operation of its business conducted on the Leased Property for a period of more than thirty (30) consecutive days (except during any time when the Leased Property may be rendered untenantable by reason of fire or other casualty), then in any such event Tenant shall be deemed to have abandoned the Leased Property and Tenant shall be in default under the terms of this Lease.

30. CONSENTS BY LANDLORD:

Whenever provision is made under this Lease for Tenant securing the consent or approval by Landlord, such consent or approval shall only be in writing.

31. NOTICES:

Any notice required or permitted under this Lease shall be deemed sufficiently given or secured if sent by registered or certified return receipt mail to Tenant at 15940 York Circle NW, Ramsey, Minnesota 55303, and to Landlord at the address then fixed for the payment of rent as provided in paragraph 5 of this Lease, and either party may by like written notice at any time designate a different address to which notices shall subsequently be sent or rent to be paid.

32. RULES AND REGULATIONS:

Tenant shall observe and comply with the rules and regulations as Landlord may prescribe and as listed on Exhibit A attached hereto, on written notice to Tenant for the safety, care and cleanliness of the Leased Property.

33. INTENT OF PARTIES:

Except as otherwise provided herein, Tenant covenants and agrees that if it shall any time fail to pay any such cost or expenses, or fail to take out, pay for, maintain or deliver any of the insurance policies above required, or fail to make any other payment or perform any other act on its part to be made or performed as in this Lease provided, then Landlord may, but shall not be obligated so to do, and without notice to or demand upon Tenant and without waiving or releasing Tenant from any obligations of Tenant in this Lease contained, pay any such cost or expense, effect any such insurance coverage and pay premiums therefore, and may make any other payment or perform any other act on the part of Tenant to be made and performed as in this Lease provided, in such manner and to such extent as Landlord may deem desirable, and in exercising any such right, to also pay all necessary and incidental costs and expenses, employ counsel and incur and pay reasonable attorney's fees. All sums so paid by Landlord and all necessary and incidental costs and expenses in connection with the performance of any such act by Landlord, together with interest thereon at the a reasonable rate from the date of making of such expenditure, by Landlord, shall be deemed Additional Rent hereunder, and shall be payable to Landlord on demand. Tenant covenants to pay any such sum or sums with interest as

aforesaid and landlord shall have the same rights and remedies in the event of the non-payment thereof by Tenant as in the case of default by Tenant in the payment of the Base Rent payable under this Lease.

34. GENERAL:

a. **Landlord Tenant Relationship.** This Lease does not create the relationship of principal and agent or of partnership or of joint venture or of any association between Landlord and Tenant, the sole relationship between the parties hereto being that of Landlord and Tenant.

b. **Effect of Waivers.** No waiver of any default of Tenant hereunder shall be implied from any omission by Landlord to take any action on account of such default if such default persists or is repeated, and no express waiver shall affect any default other than the default specified in the express waiver and that only for the time and to the extent therein stated. One or more waivers by Landlord shall not then be construed as a wavier of a subsequent breach of the same covenant, term or condition. The consent to or approval by Landlord of any act by Tenant requiring Landlord's consent or approval shall not waive or render necessary Landlord's consent to or approval of any subsequent similar act by Tenant. No action required or permitted to be taken by or on behalf of Landlord under the terms or provisions of this Lease shall be deemed to constitute an eviction or disturbance of Tenant's possession of the Leased Property. All preliminary negotiations are merged into and incorporated in this Lease. The laws of the State of Minnesota shall govern the validity, performance and enforcement of this Lease.

c. **Entire Agreement.** This Lease and the exhibits, if any, attached hereto and forming a part hereof, constitute the entire agreement between Landlord and Tenant affecting the Leased Property and there are no other agreements, either oral or written, between them other than are herein set forth. No subsequent alteration, amendment, change or addition to this Lease shall be binding upon Landlord or Tenant unless reduced to writing and executed in the same form and manner in which this Lease is executed.

d. **Enforceability of Provisions.** If any agreement, covenant or condition of this Lease or the application thereof to any person or circumstances shall, to any extent, be invalid or unenforceable, the remainder of this Lease, or the application of such agreement, covenant or condition to persons or circumstances other than those as to which it is held invalid or unenforceable, shall not be affected thereby and each agreement, covenant or condition of this Lease shall be valid and be enforced to the fullest extent permitted by law.

e. **No Personal Obligations.** The obligations of Landlord under this Lease do not constitute the personal obligations of the individual officers or employees of Landlord. If Landlord shall fail to perform any covenant, term or condition of this Lease required of landlord, Tenant shall be required to deliver to Landlord written

notice of the same. If, as a consequence of such default, Tenant shall recover a money judgment against Landlord, such judgment shall be satisfied only out of the proceeds of sale received upon execution of such judgment and levied thereon against the right, title and interest of Landlord in the Leased Property and out of rent or other income from the Leased Property receivable by Landlord, or out of consideration received by Landlord from the sale or other disposition of all or any part of Landlord's right, title or interest in the Leased Property, and no action for any deficiency may be sought or obtained by Tenant.

35. NO WASTE OR NUISANCE AND COMPLIANCE WITH LAWS:

a. **Leased Property Use.** The Leased Property shall be used by and/or at the sufferance of Tenant only for the purpose set forth in paragraph 12 above and for no other purposes. Tenant shall not use or permit the use of the Leased Property in any manner that will tend to create waste or a nuisance. Tenant, its employees and all persons visiting or doing business with Tenant in the Leased Property shall be bound by and shall observe the reasonable rules and regulations as listed on Exhibit A attached hereto, made by Landlord relating to the Leased Property, of which notice in writing shall be given to Tenant, and all such rules and regulations shall be deemed to be incorporated into and form a part of this Lease.

b. **Obey Laws.** Tenant covenants throughout the Lease Term, at Tenant's sole cost and expense, promptly to comply with all laws and ordinances and the orders, rules and regulations and requirements of all federal, state and municipal governments and appropriate departments, commissions, boards, and officers thereof, and the orders, rules and regulations of the Board of Fire Underwriters where the Leased Property are situated, or any other body now or hereafter created with jurisdiction over the Leased Property, and whether or not the same require structural repairs or alterations, which may be applicable to the Leased Property, or the use or manner of use of the Leased Property. Tenant will likewise observe and comply with the requirements of all policies of public liability, fire and all other policies of insurance at any time in force with respect to the buildings and improvements on the Leased Property and the equipment thereof.

36. HAZARDOUS MATERIAL:

In the event any Hazardous material (hereinafter defined) is brought or caused to be brought into or onto the Leased Property by Tenant, Tenant shall handle any such material in compliance with all applicable federal, state and/or local regulations. For purposes of this paragraph, "Hazardous Material" means and includes any hazardous, toxic or dangerous waste, substance or material defined as such in (or for purposes of) the Comprehensive Environmental Response, Compensation, and Liability Act, and so-called "Superfund" or "Super lien" law, or any federal, state or local statute, law, ordinance, code, rule, regulation, order decree regulation, relating to, or imposing liability or standards of conduct concerning, any hazardous, toxic or dangerous waste, substance or material, as now or at any time hereafter in effect. Tenant shall submit to Landlord on annual basis copies of its approved hazardous materials communication plan, OSHA monitoring plan, and permits required by the Resource Recovery and Conservation Act of 1976, if Tenant is required to prepare, file or obtain any such plans or permits. Tenant will indemnify and hold harmless Landlord from any losses, liabilities, damages, costs or expenses

(including reasonable attorney's fees) which Landlord may suffer or incur as a result of Tenant's introduction into or onto the Leased Property, of any Hazardous Material. This paragraph shall survive the expiration or sooner termination of this Lease.

37. CAPTIONS:

The captions are inserted only as a mater of convenience and for reference, and in no way define, limit or describe the scope of this Lease nor the intent or any provision thereof.

38. ATTACHMENTS:

See the Exhibits attached hereto and made a part hereof.

Exhibit	**Description**
Exhibit A	Leased Property Rules and Regulations
Exhibit B	Graphic Depiction of Leased Property
Exhibit C	Lease Guarantee by Todd Bialon

39. SUBMISSION:

Submission of this instrument to Tenant or proposed Tenant or its agents or attorneys for examination, review, consideration or signature does not constitute or imply an offer to lease, reservation of space, or option to lease, and this instrument shall have no binding legal effect until execution hereof by both Landlord/Owner and Tenant or its agents.

40. LEASE GUARANTEE:

This Lease shall not be a valid legally binding agreement between the parties hereto until the Lease Guarantee by Todd Bialon, attached hereto as Exhibit C, has been executed.

IN WITNESS WHEREOF, landlord and Tenant have caused these presents to be executed in form and manner sufficient to bind them at law, as of the day and year first above written.

LANDLORD:	**TENANT:**
CITY OF RAMSEY, a Minnesota Municipal Corporation	**Todd Bialon**
By:_____	By:_____
John LeTourneau, Acting Mayor	Todd Bialon

ATTEST:

By:_____
Kurt Ulrich, City Administrator

EXHIBIT A
TO LEASE AGREEMENT
DATED _____, 2018

LEASED PROPERTY RULES AND REGULATIONS

1. Any sign, lettering, picture, notice or advertisement installed on or in any part of the Leased Property and visible from the exterior of the Leased Property, shall be installed at Tenant's sole cost and expense, and in such manner, character and style as Landlord may approve in writing. Anything herein to the contrary notwithstanding, signs shall be subject to Landlord's approval which may be withheld in Landlord's sole discretion. In the event of a violation of the foregoing by Tenant, landlord may remove the same without any liability and may charge the expense incurred by such removal to Tenant.

2. Tenant assumes full responsibility for protecting its space from theft, robbery and pilferage, which includes keeping doors locked and other means of entry to the Leased Property closed and secured after normal business hours.

3. Tenant shall comply with all applicable federal, state and municipal laws, ordinances and regulations, and building rules and shall not directly or indirectly make any use of the Leased Property which may be prohibited by any of the foregoing or which may be dangerous to persons or Leased Property or may increase the cost of insurance or require additional insurance coverage.

4. The Leased Property shall not be used for cooking (as opposed to heating of food), lodging, sleeping or for any immoral or illegal purpose.

5. Unless expressly permitted by Landlord, no additional locks or similar devices shall be attached to any door or window and no keys other than those provided by Landlord shall be made for any door. If more than two keys for one lock are desired by Tenant, Landlord may provide the same upon payment by Tenant. Upon termination of this Lease or of Tenant's possession, Tenant shall surrender all keys of the Leased Property and shall explain to Landlord all combination locks on safes, cabinets and vaults.

6. The restrooms, drinking fountains and other plumbing fixtures shall not be used for any purpose other than for which they are constructed, and no sweepings, rubbish, rags, coffee grounds or other substances shall be thrown therein. All damages resulting from any misuse of the fixtures shall be borne by Tenant who, or whose employees, agents, visitors or licensees have caused same. No person shall waste water by interfering or tampering with the faucets or otherwise.

7. Tenant shall be responsible for any damage to the building or the Leased Property of its employees or others and injuries sustained by any person whomsoever resulting from the use or moving of such articles in or out of the Leased Property, and shall make all repairs and improvements required by Landlord or governmental authorities in connection with the use or moving of such articles.

8. Wherever in these Leased Property Rules and Regulations the word "Tenant" occurs, it is understood and agreed that it shall mean Tenant's associates, employees, agents, clerks, invitees, and visitors. Wherever the word "Landlord" occurs, it is understood and agreed that it shall mean Landlord's assigns, agents, clerks, and visitors.

9. Landlord shall have the right to enter upon the Leased Property at all reasonable hours for the purpose of inspecting the same.

10. Landlord shall have the right to enter the Leased Property at hours convenient to Tenant for the purpose of exhibiting the same to prospective tenants.

11. Tenant shall be responsible for all repair and maintenance of mechanical systems and devices if any associated with the Leased Property, including, but not limited to the electrical system, and the garage door opening system.

12. Alterations of any nature to the Leased Property by Tenant costing in excess of $3,000.00 shall require written approval of Landlord. Such approval shall be at the sole discretion of Landlord. In the event of a violation of the foregoing by Tenant, Landlord may remove the same without any liability and may charge the expense incurred by such removal to Tenant.

13. Tenant and Tenant's employees, agents, visitors and licensees shall observe faithfully and comply strictly with the foregoing rules and regulations and such other and further appropriate rules and regulations as Landlord or Landlord's agent may from time to time adopt. Reasonable notice of any additional rules and regulations shall be given in such manner as Landlord may reasonably elect.

14. Landlord reserves the right at any time to rescind, alter or waive, in whole or in part, any of these Rules and Regulations when deemed necessary, desirable, or proper, in Landlord's judgment, for its best interest. Tenant reserves the right to refuse compliance with any subsequent additional rules and regulations added to those agreed to at the time of signing the Lease.

15. To the extent these rules are in conflict with the terms of the Lease, the terms of the Lease shall rule and govern.

Exhibit B

Graphic Depiction of Lease Property

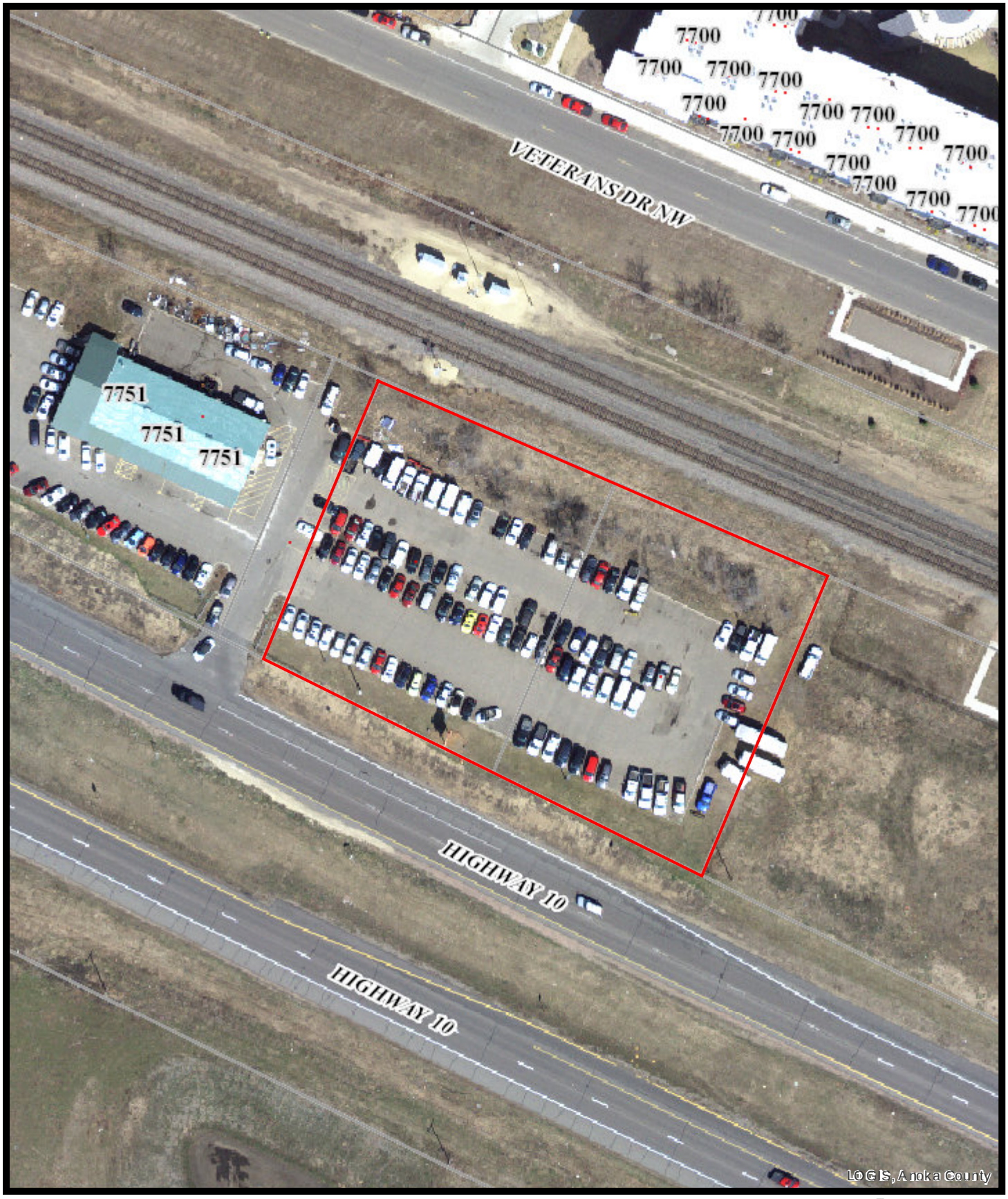


EXHIBIT C

LEASE GUARANTY

The undersigned ("Guarantor") in consideration of, and in order to induce **City of Ramsey,** a Municipal corporation ("Landlord") to enter into the attached Lease with **Todd Bialon** ("Tenant") does hereby unconditionally guarantee to Landlord and Landlord's hers, successors and assigns the payment of rent and the performance of all obligations expressed as to be performed by Tenant under the terms and provisions of the Lease, including payment of damages for any breach of the Lease, and any liability of Tenant accruing under the Lease for any period preceding as well as any period following the term of the Lease (collectively, the "Lease Obligations"). The Guarantor's obligation under this Guaranty shall extend through the term of the Lease, and any renewals, extensions or holdovers thereof, and shall be binding upon Guarantor's heirs, successors and assigns.

Whether or not any existing relationship between the Guarantor and Tenant has been changed or ended and whether or not this Guaranty has been revoked, Landlord may, but shall not be obligated to, enter into transactions resulting in the modification, creation or continuance of the Lease Obligations, without any consent or approval by Guarantor and without any notice to Guarantor. The liability of Guarantor shall not be affected or impaired by any of the following acts or things (which Landlord is expressly authorized to do, omit or suffer from time to time, both before and after revocation of this Guaranty): (i) any one or more extensions or renewals of the Lease Obligations (whether or not for longer than the original period) or any modification of the contractual terms applicable to the Lease Obligations; (ii) any waiver or indulgence granted to Tenant, any delay or lack of diligence in the enforcement of the Lease obligations, or any failure to institute proceedings, file a claim, give any required notices or otherwise protect any other person liable in respect of any of the Lease Obligations; (iii) the assertion by Landlord of any right or remedy available under the Lease, including without limitation the termination thereof; (iv) any full or partial release of, settlement with, or agreement no to sue, Tenant or any other guarantor or other person liable in respect of any of the Lease Obligations; or (v) any release or discharge of Tenant in any creditors', receivership, bankruptcy or other proceeding; the impairment, limitation or modification of any liability of Tenant or remedy against Tenant in any such proceeding; or the rejection, disaffirmance, disallowance or the like of the Lease or this Guaranty in any such proceeding.

The Guarantor hereby waives notice of acceptance hereof, or any action taken or omitted in reliance hereof, or of any default of Tenant under the Lease. Guarantor hereby further waives any requirement that Landlord first exhaust or pursue Landlord's remedies available under the Lease or any other guaranty or security for Tenant's obligations under the Lease before Landlord proceeds directly, and recovers, against the Guarantor.

Guarantor will not exercise or enforce any right of contribution, reimbursement, recourse or subrogation available to Guarantor against any person liable for payment of the Lease Obligations, or as to any collateral security therefore, unless and until all of the Lease Obligations shall have been fully paid and discharged.

The Guarantor agrees to pay all costs and expenses, including reasonable attorney's fees, incurred by Landlord in connection with the protection, defense or enforcement of this Guaranty.

_____, 2018

_____

Todd Bialon

CC Regular Session **4. 8.**

Meeting Date: 10/23/2018

By: Chris Anderson, Community Development

Information

Title

Adopt Resolution #18-226 Approving 2019 Municipal Recycling Funding Request to Anoka County

Purpose/Background:

Each year, Anoka County receives funding from the State of Minnesota pursuant to Minnesota Statute § 115A.557. The County distributes these funds, known as SCORE (Select Committee On Recycling and the Environment) funds, to municipalities within the county. In 2019, the allocation includes a base of $10,000 plus $5.00 per household. Ramsey's base allocation for 2019 is $55,390.00.

The funding is intended to help municipalities achieve their recycling goals as established by the Anoka County Board of Commissioners. Ramsey's 2019 recycling goal, established by Anoka County, is 2,777 tons (this is up 81 tons from the 2018 goal). The goal is based on 215 pounds per person (single family households, up to four [4] units) and 160 pounds per person for multi-tenant households (five [5] or more units). The City of Ramsey has traditionally used these funds to promote recycling and waste reduction education and awareness, notifying new residents of the recycling program components, to offset costs of the spring and fall recycling day events and other collection events/opportunities, and to fund the recycling coordinator position, which duties are a component of the City Planner position.

To receive the SCORE funding, each municipality must enter into an agreement with Anoka County that outlines required components of a municipality's recycling program. These required components include providing households an opportunity to recycle at least four (4) broad types of materials, a public information program, recycling drop-off opportunities, and notifying new residents of the recycling program. Furthermore, municipalities are encouraged, but not required, to look at opportunities to expand its recycling program by offering additional drop-off events, implement and/or enhance recycling at community events, enhance multi-family recycling opportunities, and/or develop opportunities for source separated compostables/organics collection.

Observations/Alternatives:

For the second consecutive year, the tonnage goal, which is based on both single family and multi-family homes, is being increased (increasing by five [5] pounds per person in single family homes; no change to the multifamily homes, which will once again be 160 pounds per person). The increase is the County's attempt to incrementally move toward the State's goal of recycilng 75%, by weight, of total solid waste generated by 2030, which is a very challeging benchmark.

Other challenges to recycling have been growing throughout the year. China has implemented very restrictive thresholds for contaminants in bales of recycled materials that it will accept (0.5% contamination, about the equivalent of 9 pounds in an 1800 pound bale). Furthermore, China has stated that by 2020 it will no longer import any recyclable materials. This is primarily impacting recycling of plastics and certain fiber (paper) products.

The downturn in the plastics recycling markets has also brought into question what is truly recyclable. At this time, things like 'clamshell' plastic containers (e.g. the clear plastic container that strawberries are in) and the black, plastic frozen dinner 'trays' no longer should be put in the recycling as there is no longer a market for this material.

Due to the day to day changes in the recycling world, there needs to be a greater emphasis on the basic tennets of recycling, which would be to focus on fiber (paper and cardboard), aluminum and steel/tin cans, glass, and plastic

containers, tubs, bottles and lids that have a #1 or #2 stamped on them.

It is now more important than ever to focus on recycling education to avoid the 'wish-cycling' mentality. Wish-cycling is the thought (or hope) that by placing a material or product in the recycling cart, that somebody will find a way to recycle it. This is leading to excessive contamination. The recycling motto has now shifted to 'when in doubt, throw it out'. This is where our efforts should be focused. Staff recently met with ACE Solid Waste and it was agreed that we need to work together on properly educating the public so they are equipped with the knowledge to not only recycle but to recycle the correct items.

Funding Request

In addition to the base allocation ($55,390), there are four (4) broad funding categories where additional funds can be requested (Drop-Off, General Enhancement, Organics, and an Open-Grant option for general program expansion). Staff is proposing requesting an additional $2,700 for the Summer Recycling Event (Drop-Off), $12,800 for General Enhancement (covers parks recycling, event promotion, etc.), and $1,600 for the Organics program. While there is the potential for up to $20,000 for the Open-Grant option, it is clearly not intended to be long-term funding (County information clearly notes that the City must be willing to support and sustain any new services before implementation) and therefore, Staff has not included that in the current request. Thus. the total funding request for recycling in 2019 is $72,490 (base funding of $55,390 plus $17,100 for drop-off events, general enhancements, and organics).

Funding Source:

Ramsey's recycling program and related staff time are funded with SCORE funds received from Anoka County annually and recorded under the Recycling Enterprise Fund.

Recommendation:

The Environmental Policy Board recommends submitting the 2019 Recycling Funding request to Anoka County.

Action:

Motion to adopt resolution #18-226 approving 2019 Municipal Recycling Funding Request to Anoka County.

Attachments

Memo from Anoka County
Ramsey's Possible Funding Allocations
Funding Application
DRAFT EPB Meeting Minutes Dated October 15, 2018
Resolution #18-26

Form Review

Inbox	Reviewed By	Date
Tim Gladhill	Tim Gladhill	10/18/2018 11:28 AM
Chris Anderson (Originator)	JoAnn Shaw	10/18/2018 01:27 PM
Tim Gladhill	Tim Gladhill	10/18/2018 01:35 PM
Kurt Ulrich	Kurt Ulrich	10/18/2018 02:13 PM
Form Started By: Chris Anderson		Started On: 10/08/2018 03:41 PM
Final Approval Date: 10/18/2018		

Anoka County
HUMAN SERVICES DIVISION
Public Health & Environmental Services

Date: September 4, 2018

To: Municipal Recycling Coordinators

From: Sue Doll, Solid Waste Specialist

Regarding: 2019 Municipal Funding and Goals Packet

The County took your comments into consideration regarding when you prepare your budgets and therefore, I am happy to distribute the funding packet for 2019 several months earlier than in past years. In addition, we spent a considerable amount of time reworking the Grant Funding Application to simplify and make it clearer by customizing it for each municipality's funding allocation.

Enclosed is your customized 2019 Waste Abatement Grant Funding Application and a summary of the total funding allocation available to your municipality. A sample contract and definitions of terms used in the contract, or where to find them in state statute, is included for your convenience and reference while completing the application.

In order for the County to make timely funding awards to each municipality, the 2019 Waste Abatement Grant Funding Application must be received by October 26, 2018. If the county does not receive a funding application from your municipality by this deadline, you will only receive Base Funding.

The Base Funding, Drop-off, General Enhancement and Organics Grant funding calculations are the same as last year.

The following are the changes for 2019 Program Funding:

- There is **no** provision for a 10% change order after award.
- Additional Grant Program Enhancement Funding has a maximum award of $20,000.

These changes were made to make additional funding available for more municipalities. A **sample** contract has been enclosed for your information. Once the grant applications have been reviewed and awarded, you will be sent your final contract so there is no need to obtain signatures at this time. **The County will return grant award letters and contracts to you no later than November 30, 2018.**

Your tonnage goals are being increased 5 pounds per person per year (ppy) to 215 ppy for single family households and the multi-family is being held at 160 ppy as in the past several years.

Thank you for your cooperation and efforts to reduce waste and increase the amount of material recycled and composted in our county. Please do not hesitate to contact me if you have any questions regarding this information at 763-324-3482 or sue.doll@co.anoka.mn.us.

2019 Funding for Municipal Waste Abatement Programs

Municipality	2019 Base Funding and Goals							2019 Additional Enhancement Funds Available*						
		Base Funding: $10,000 + $5 Per HH (Household)					Goals: 160 PP MF + 215 PP SF	Drop-off Grant		General Enhancement Grant $1/HH	Organics Grant $0.50/HH	Organics Grant $1/HH	Additional Grant Program	Total Funds Available for Base + Drop-off, General Enhancement and Organics Enhancement Funds
								Up to 4,999 households	5,000 + households	All municipalities are eligible equally	Municipalities that do not have curbside or drop-off programs	Municipalities that have curbside or drop-off programs	If awarded, amount will be added to total funds available	
	Contract Number	Total Pop	HH	$10,000 Base	$5.00/HH	Total		$10,000	$15,000				up to $20,000	
Ramsey	C0006724	26,462	9,078	$ 10,000.00	$ 45,390.00	$ 55,390.00	2,777		$ 15,000	$ 9,078		$ 9,078		**$ 88,546.00**

2019 Total Allocation includes state SCORE and LRDG funds and additional budgeted program funding.
Population and Household Counts are based on 2017 Met Council Estimates.
Goals are based on 215 pounds/person/year single family home up to 4 units and 160 pounds/person/year multi-family dwellings 5 units or more.
* Municipalities must complete the 2019 Municipal Waste Abatement Grant Funding Application to receive enhancement funds.

2019 Anoka County Municipal Waste Abatement Grant Funding Application

Applications are due October 26, 2018

The municipality of Ramsey (Contract No. C0006724) is requesting the following funding for their 2019 Anoka County municipal waste abatement program efforts.

General Instructions

- Please review and complete each section of this grant application carefully and in its entirety. How completely you fill out this form will affect our ability to process your request and the amount of funding that is awarded.
- Note that it is assumed that everyone will receive the Base Funding allocation. **If the County does not receive a funding application from your municipality by the October 26, 2018, deadline, you will only receive Base Funding.**
- All funding is reimbursement funding. Reimbursements are processed twice per year. No funds are processed until proof of expenditures are submitted to the county semi-annually in July and January as specified in the municipal contract.
- Beginning in 2019, the contracts will not provide for a 10% change order.
- The County reserves the right to reduce the funding provided in the event the municipality does not complete the additional grant projects referenced in this application. The County also reserves the ability to reallocate unused SCORE (Select Committee On Recycling and the Environment) and LRDG (Local Recycling Development Grant) funds mid-year if any participating municipality demonstrates the need for additional funds and if funding is available.
- Any calculations based on the number of households or population of each community are established by using the latest Met Council data available when the contract documents were prepared.

Eligible Expenses

The following items are examples of eligible expenses allowed for reimbursement.

Staffing: Salary and benefits to cover a portion of full-time or part-time recycling program staff who are directly working on the planning, implementation and promotion of waste reduction, recycling and composting programs can be covered with base funding.

Collection Costs: If residents are charged recycling fees for curbside or recycling events, waste abatement funds will reimburse the difference between the fees collected and the cost of recycling or composting the materials.

Equipment: The cost to purchase, maintain and repair equipment that is used exclusively to operate the recycling or composting program.

Containers: The cost for recycling or organics containers.

Promotion: The percentage of cost for the portion of a municipal newsletter dedicated to waste reduction, recycling or composting information.

Ineligible Expenses

The following items should not be submitted for reimbursement from dedicated waste abatement funds.

General Municipal Staff: Administrative, clerical, finance and legal staff that provide general support to municipal employees at the municipality.

General Operational Costs/Building Overhead: Since most of the municipal recycling coordinators are part-time positions and staff serve multiple roles at the municipality, it is assumed that the general cost of space, office equipment and basic office supplies would need to be provided with or without the recycling program, therefore, these costs are not eligible for reimbursement.

Project Costs: Specific to transportation, energy or ground water protection.

Collection Costs: General waste and recycling costs for the collection of materials from municipal buildings, trash costs when advertised as being accepted at a recycling/cleanup day or costs associated with road side cleanup of illegally dumped materials.

2019 Base Funding Allocation

These funds should be allocated for the basic program elements including the percentage of time the recycling coordinator spends on recycling duties, regular curbside collection costs, general operations of a drop-off center, costs for spring and fall recycling days, basic promotion and yard waste collection costs.

Base Funding is $10,000 base, plus $5/household (household counts are based on 2017 Met Council estimates) - all municipalities are eligible for this funding.

Base Funding Allocation	Maximum Amount Available
Municipality of Ramsey	$55,390.00

2019 Enhancement Funding Grant Application Form

The intent of awarding these grant funds is to ensure collection of more recyclables / organics to meet the counties 75% recycling / composting goal by 2030. In addition, the County recognizes that this funding is needed to support established infrastructure costs that exceed municipal base funding. To be eligible for grant funds, municipalities must apply for these funds and itemize expenditures within each section below to calculate the total grant request in each category.

Drop-off Grant

This grant is allocated to cover additional drop-off center costs or events beyond the regularly scheduled spring and fall recycling days.

The grant maximum for this section is $10,000 for municipalities with up to 4,999 households and $15,000 for municipalities with household counts 5,000 and over.

Examples of materials that can be collected for reuse, recycling or composting:

Standard Reusable or Recyclable Materials Collected at Drop-off Centers or Events		Additional Items
Appliances	Electronics	Block n Shape Polystrene
Automotive Products	Fluorescent Bulbs	Film Plastics
Bicycles**	Household Batteries	Furniture*
Carpet*	Mattresses* and **	Small Household Goods**
Clothing**	Scrap Metal	Source Separated Organics
Confidential Paper		Yard Waste

* None of these materials should be advertised as being collected on a Recycling Day and then disposed of as trash

** Items that should be evaluated for reuse prior to recycling

Drop-off Grant	**Maximum Amount Available**
Municipality of Ramsey	$15,000.00

Special Monthly/Quarterly Drop-off Events		
Equipment (summer event…portable restroom)	$	100.00
Service Providers/Collection Costs (summer event)	$	2,000.00
Promotional Coupon Costs		
Labor - Staff/organizations (paper shredding at summer event)	$	500.00
Other (food/beverages)	$	100.00
Additional Drop-off Center Costs		
Equipment		
Service Providers/Collection Costs		
Additional staffing requirements		
Total Drop-off Grant Requested	$	2,700.00

General Enhancement Grant

The grant maximum for this section is $1/household.

General Enhancement Grant	Maximum Amount Available
Municipality of Ramsey	$9,078.00

Park Recycling		
Recycling Containers Price/container		
Recycling Bags	$	1,000.00
Service Providers/Collection Costs	$	800.00
Labor - Staff costs needed for collection		
Park Recycling Subtotal	$	1,800.00
Event Recycling - Please list any organics costs in organics section.		
Recycling Containers Price/container		
Recycling Bags		
Service Providers/Collection Costs		
Labor - Staff costs needed for collection		
Event Recycling Subtotal	$	-
Special Curbside Recycling Pickups		
Collection Costs		
Subsidy to resident -- # of items collected x _____		
Special Curbside Subtotal	$	-
Multi-Family Recycling Outreach		
Equipment/Promotion		
Staff costs		
Multi-unit Enhancement Subtotal	$	-
Additional Promotion Costs		
Printing (Ramsey Recycler x 2 plus summer recycling postcard)	$	6,000.00
Postage (Ramsey Recycler x 2 plus summer recycilng event postcard)	$	5,000.00
Advertising		
Promotion Subtotal	$	11,000.00
Total General Enhancement Grant Requested	$	12,800.00

Organics Grant

The grant maximum for this section is .50/HH if additional curbside or drop-off grant programs are not offered to residents or $1/HH if curbside or drop-off organics programs are offered to residents.

Organics Grant	Maximum Amount Available
Municipality of Ramsey	$9,078.00

Organics Program Costs		
Equipment		
-- Organics Containers/Starter Kits	Price/container	$ 1,500.00
-- Compostable Bags		
-- Compostable Serving Ware - cups/bowls/utensils		
-- Container rental or collection costs		
Promotional costs		
Labor - Staff/organizations # of hours		$ 100.00
Other		
Total Organics Grant Requested		$ 1,600.00

Additional Grant Program

Currently this additional funding is available to help support your waste abatement program and/or help you develop new programs, however, it should not be depended on for long-term sustainability. Before requesting additional grant program dollars, it is critical that your municipality is willing to support and sustain the services before implementation.
The grant maximum for this section is $20,000 per municipality.

Do you need additional funds to assist or grow your waste abatement programs? **Yes or No**

If **No**, go to page 7.

If **Yes**, continue on with this section.

In the box below, please include the following information:

- Describe project scope and design;
- Describe how the project will benefit multiple municipalities or the county as a whole;
- Identify key stakeholders participating in project activities, including any project collaborators;
- State expected outcomes, such as, increased materials collected and projected tons of recycling generated.

Project Budget (list all project elements that require funding)	Costs
Total Additional Grant Program Requested	$ -

Total Funding Requested

Base Funding Allocation	$	55,390.00

Enhancement Funding Summary		
• Drop-off Grant Request	$	2,700.00
• General Enhancement Grant Request	$	12,800.00
• Organics Grant Request	$	1,600.00
• Additional Grant Program Request		
Total Enhancement Funding Requested	$	17,100.00

Total Funding Requested (Base + Enhancement Funding)	$	72,490.00

The Municipality of Ramsey

Date _____

Name (print) _____

Signature _____

Title _____

Office Use Only

Received by _____

Date _____

5.02: Consider 2019 Municipal Recycling Funding Request

City Planner Anderson presented the staff report. He stated that each year, Anoka County receives funding from the State of Minnesota pursuant to Minnesota Statute 115A.557. The County distributes these funds, known as SCORE (Select Committee On Recycling and the Environment) funds, to municipalities within the county. In 2019, the allocation includes a base of $10,000 plus $5.00 per household, which would place Ramsey with a base allocation of $55,390 for 2019. He explained that the funding is intended to help municipalities achieve their recycling goals as established by the Anoka County Board of Commissioners. Ramsey's 2019 recycling goal, established by Anoka County, is 2,777 tons (which is an increase of 81 tons from 2018). The goal is based on 215 pounds per person. The City of Ramsey has traditionally used these funds to promote recycling and waste reduction education and awareness, notifying new residents of the recycling program components, to offset costs of the spring and fall recycling day events and other collection events/opportunities, and to fund the recycling coordinator position, whose duties are a component of the City Planner position.

City Planner Anderson provided background information on the recent changes in the recycling market.

City Planner Anderson stated that in addition to the base allocation, there are four broad funding categories where additional funds can be requested: drop-off, general enhancement, organics, and an open-grant option for general program expansion. Staff is proposing to request an additional $2,700 for the Summer Recycling Event (drop-off), $12,800 for general enhancement (covers parks recycling, event promotion, etc.), and $1,600 for the organics program. While there is the potential for up to $20,000 for the open-grant option, it is clearly not intended to be long-term funding and therefore staff has not included that in the current request.

Chairperson Valentine stated that the future of plastics recycling is in doubt and asked if that may bring back interest in incineration rather than landfills.

City Planner Anderson stated that the GRE facility in Elk River is closing sometime in 2019, as it was losing funds in the operation. He was unsure that incineration would be a long-term option. He stated clarified that he does not think plastics recycling is going away, but simply needs to be refocused with better education on what is recyclable. He stated that there are markets for the plastics if the contaminates can be taken out on the user end.

Board Member Fetterley asked if increased education of the public will allow the City to continue to meet the recycling tonnage goals or whether residents would be less likely to recycle in fear for doing it wrong.

City Planner Anderson replied that Ramsey residents do a great job recycling. He stated that in speaking with ACE Solid Waste, the large amount of contaminates are not coming from the Ramsey routes. He acknowledged that it is a fine line as you do not want to discourage people from recycling but simply emphasize recycling the correct materials rather than "wish-cycling". He explained that the mindset for years has been that if you think something can be recycled, put in the recycling whereas the new moto is "when in doubt, throw it out".

Acting Mayor LeTourneau stated that it is clear that recycling is becoming more complicated because of the changing markets, which is changing the way people look at recycling. He believed that it is important for the EPB to make a statement on recycling.

Chairperson Valentine agreed that it is important to be clear on the stance of the EPB to continue to support recycling and seek additional funding in order to continue to be successful. He stated that this is a key juncture in the recycling world.

Commissioner Fetterley agreed that it is important to continue to focus on this topic. She thanked staff for bringing this request forward for the City to request additional funds to continue the recycling efforts effectively.

City Planner Anderson stated that recycling is still extremely important and beneficial, there are just changes occurring right now. He stated that there are benefits to having a successful recycling program, which Ramsey has had for many years. He stated that it will become more challenging in the future to meet the increasing goals in the changing market. He noted that a portion of the additional funds being requested will be to facilitate the summer recycling event, which continues to increase in participation. He stated that there will just be an emphasis on providing clear educational messaging to the participants in the program on what is recyclable.

Jade Moore, 8277 155th Lane, referenced a statement made by City Planner Anderson regarding a barrier of language and asked for additional clarification.

City Planner Anderson replied that the barrier is that English is the second language of some residents of multi-family apartments and therefore the educational material may be more difficult to understand. He stated that the use of pictures is being contemplated to make it easier to understand. He stated that the City does have access to documents in different languages through Anoka County. He stated that Ramsey does not have the same ratio of multi-family apartment housing that other communities in Anoka County may have. He stated that he is not aware of the language barrier being a large problem in Ramsey but is aware that the documents are available because of the need in other communities.

Motion by Chairperson Valentine and seconded by Board Member Covart to recommend that the City Council authorize staff to submit the 2019 Recycling Funding Request to Anoka County.

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

DRAFT

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #18-226

RESOLUTION APPROVING MUNICIPAL RECYCLING FUNDING REQUEST TO ANOKA COUNTY.

WHEREAS, each year Anoka County receives funding from the State of Minnesota pursuant to Minnesota Statute § 115A.557 and

WHEREAS, Anoka County distributes these funds to municipalities in Anoka County.

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 request for Anoka County Recycling Funds with a base allocation of $55,390 plus $17,100 for drop off events, general enhancements, and organics.

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

and the following voted against the same:

and the following abstained:

and the following were absent:

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

_____
Acting Mayor

ATTEST:

_____
City Clerk

CC Regular Session **7. 1.**

Meeting Date: 10/23/2018

By: JoAnn Shaw, Community Development

Information

Title:

~~Adopt Resolution #18-223 Granting Revised Site Plan Approval of Regency Ponds Self Storage Facility -~~ Tabled at the request of the applicant.

Purpose/Background:

In 2017, the City approved an indoor self-storage facility at the northeast corner of the intersection of Bunker Lake Boulevard and Ramsey Boulevard (the "Subject Property"). To date, construction has not commenced. The original developer has chosen to sell the project to another party. The new developer has chosen to slightly modify the approved site plan. Generally speaking, all previous contingencies of approval have been satisfied. The project must still go through Building Permit Review.

Notification:

Notification is not required. However, Staff did attempt to notify all property owners within 700 feet of the Subject Property about the proposed modifications to the Site Plan via standard U.S. mail.

Observations/Alternatives:

Attached to this case is the original case to the City Council. Also attached are revised summary sheets for the proposed revised site plan. The plans are largely the same, with changes in the phasing plan. There are minor modifications to the layout, but nothing of significance.

- Removal of exterior garage doors
- Elimination of one building
- Minor increase in setback to adjoining residential neighborhood (2.5 additional feet)

However, the new developer is also proposing modifications to the exterior finish of the building. In the previous Site Plan approval, the buidling design included more glass and metal panelling with various colors and textures, in addition to masonry. The enhanced building design was due, at least in part, to the fact that the Subject Property is adjacent to an existing residential neighborhood. The proposed building design now mostly consists of precast concrete wall sections (with various textures and colors, yet to be determined), with less glass (a slightly more industrial look). While the proposed building design does comply with the E-1 Employment District standards, it lacks some of the enhanced features the original proposal included. Staff is recommending modifications to the exterior facade to better match the original proposal. A reminder that the City granted flexibility on what would have ordinarily been a required full size cul-de-sac on the north east corner of the project.

A full set of the civil plans must be submitted to the City for review. While the new developer has noted that there would not be any other changes than what is included in this case, the minor modifications will have some impacts to the overall plan set. The modifications proposed should not have any impact on the proposed berming and landscaping along the eastern side of the Subject Property, which is required as buffering for the adjacent residential neighborhood.

The Planning Commission reviewed the request at their October 4, 2018 meeting and recommended approval of the revised Site Plan.

Alternatives

Alternative 1: Adopt Resolution #18-223 approving a revised Site Plan for a self-storage facility at the northeast corner of Ramsey Boulevard and Bunker Lake Boulevard. The project was originally approved in 2017 and the

modifications to the Site Plan itself are relatively. However, the building design, while compliant with the standards of the zoning district, is more industrial in nature than what was originally proposed. Staff is not necessarily opposed to this alternative.

Alternative 2: Adopt Resolution #18-223 approving a revised Site Plan for a self-storage facility at the northeast corner of Ramsey Boulevard and Bunker Lake Boulevard contingent upon upgrades to the building design. While the revised building design does eliminate many of the exterior doors, it also elminated some of the 'softer' elements that were more aesthectically pleasing. Staff believes that the developer should reincorporate more of the original elements back into the design, especially considering its proximity to surrounding residential neighborhoods. Staff supports this alternative.

Alternative 3: Do not approve the revised Site Plan. Again, the original project did receive approval in 2017. If the revised Site Plan is not approved, a self-storage facility could still move forward as long as it complied with the previously approved plans. The modifications, with the possible exception of the building design, appear to be more favorable for the adjacent residential neighborhood and thus, Staff does not support this alternative.

Funding Source:

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

Recommendation:

The Planning Commission recommends approval of the revised Site Plan.

Action:

Motion to adopt Resolution #18-223 granting approval of the revised Site Plan, contingent upon upgrades to the building design.

Attachments

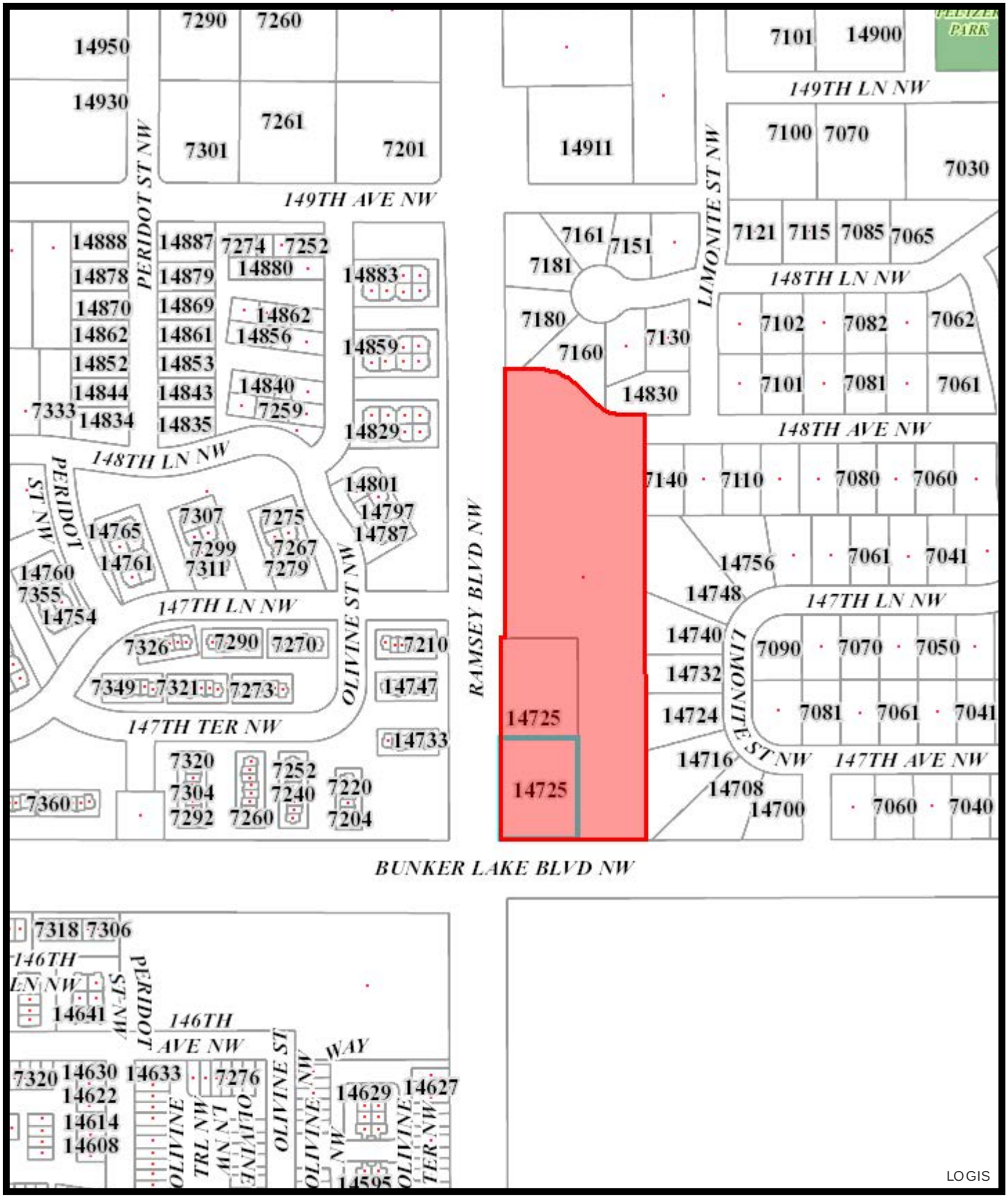
Site Location Map
Revised Plans
2017 City Council Case
DRAFT Planning Commission Meeting Minutes Dated October 4, 2018
Res. #18-223: Resived Site Plan

Form Review

Inbox	Reviewed By	Date
Tim Gladhill	Tim Gladhill	10/18/2018 01:13 PM
Form Started By: JoAnn Shaw		Started On: 10/12/2018 08:29 AM
Final Approval Date: 10/18/2018		

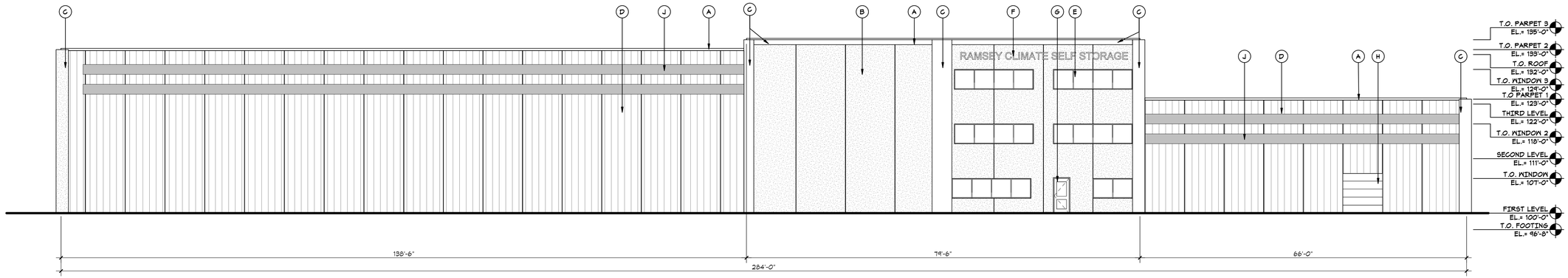
27-32-25-22-0002

Site Location Map

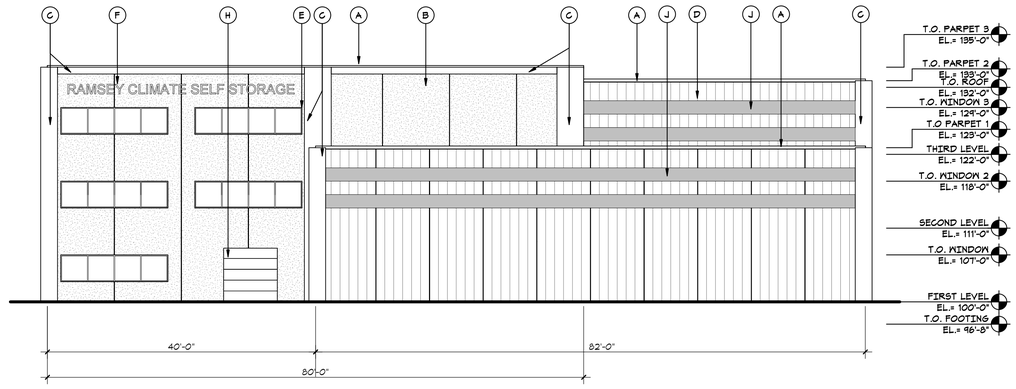


Feet
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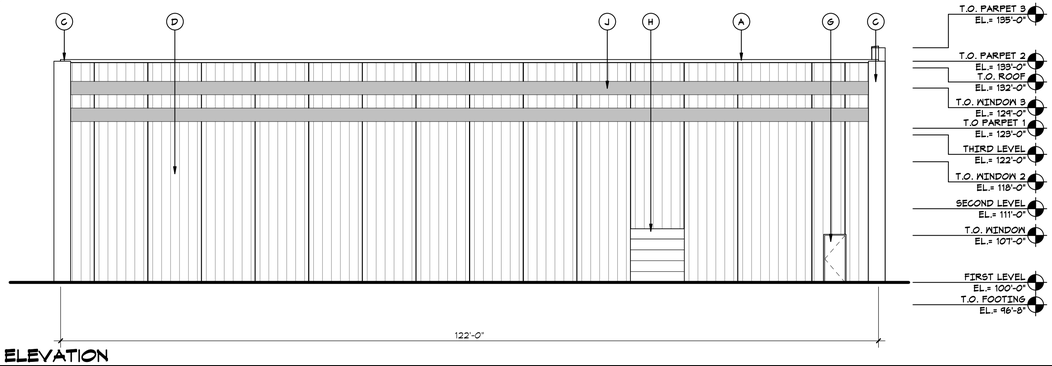
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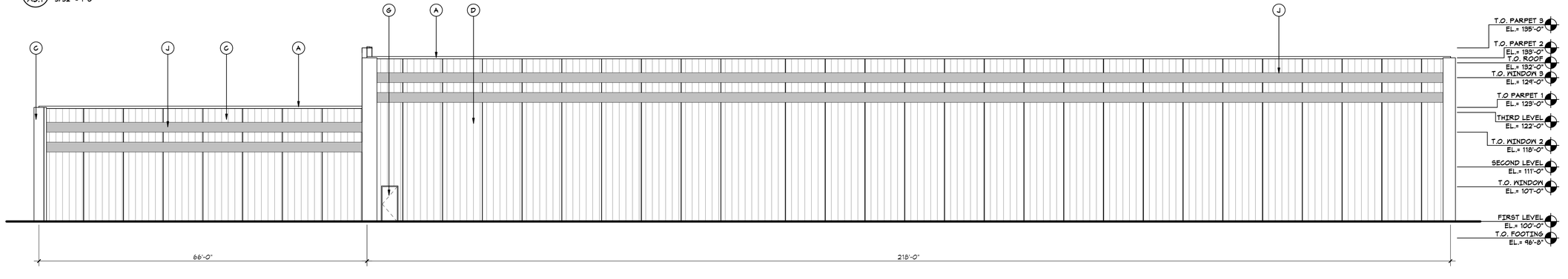
1 A3.1 **SOUTH ELEVATION**
3/32" = 1'-0"



2 A3.1 **EAST ELEVATION**
3/32" = 1'-0"



3 A3.1 **WEST ELEVATION**
3/32" = 1'-0"



4 A3.1 **NORTH ELEVATION**
3/32" = 1'-0"

ELEVATION KEY

- (A) PREFINISHED METAL COPING
  COLOR: TBD
- (B) PRECAST INSULATED WALL PANEL - PAINTED FINISH
  COLOR: TBD
- (C) PRECAST INSULATED WALL PANEL - PAINTED SMOOTH FINISH
  COLOR: TBD
- (D) PRECAST INSULATED WALL PANEL - EXPOSED AGGREGATE FINISH
  COLOR: TBD
- (E) ALUMINUM WINDOW / DOOR FRAMES
  COLOR: TBD
- (F) INDIVIDUAL LETTER SIGNAGE
- (G) HOLLOW METAL DOOR & FRAME
  COLOR: TBD
- (H) INSULATED OVERHEAD SECTIONAL DOOR
- (J) PRECAST INSULATED WALL ACCENT BAND - PAINTED
  COLOR: TBD

HTG architects

www.htg-architects.com
Minneapolis Tampa Bismarck

9300 Hennepin Town Road
Minneapolis, MN 55347
Tel: 952.278.8880

PROJECT

RAMSEY STORAGE

NEW CONSTRUCTION
14725 RAMSEY BLVD
RAMSEY, MINNESOTA

ISSUED SET	09/24/18
REVISIONS	
DATE NO	

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

Name

Reg No. 09/24/18 Date

EXTERIOR ELEVATIONS

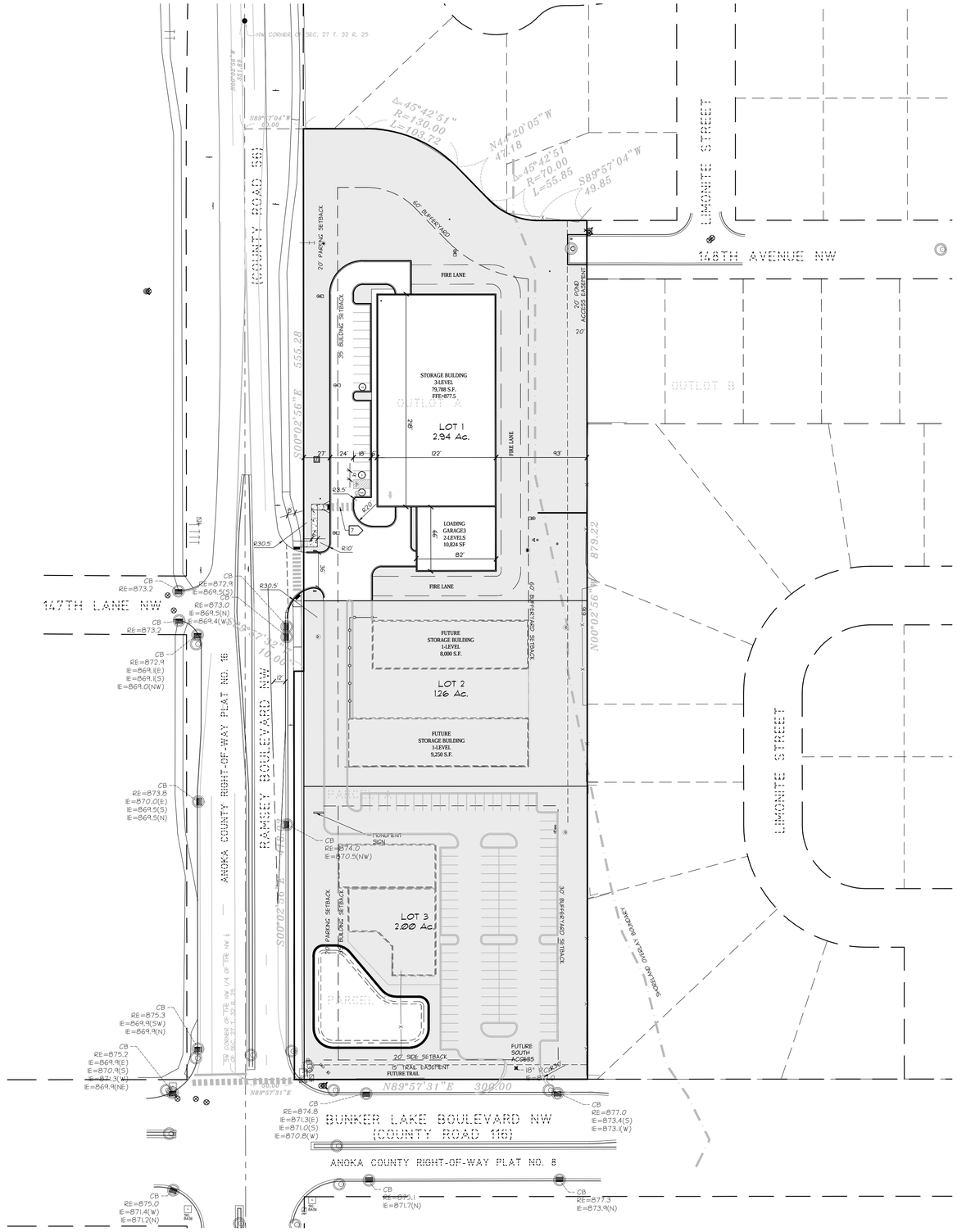
Drawn By: KMJ Checked By: TRM

A3.1

181XXX

COPYRIGHT © HTG ARCHITECTS

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9/25/2018 8:06:03 AM



LEGEND

- GREEN SPACE (LANDSCAPE AREA)
- CLASS 5 GRAVEL
- CONCRETE
- RIP RAP
- SHORELAND OVERLAY BOUNDARY
- LIGHT POLE
- GATE
- CHAIN LINK FENCE

GENERAL NOTES

1. FOR CONSTRUCTION STAKING AND SURVEYING SERVICES CONTACT LANDFORM PROFESSIONAL SERVICES AT 612.252.9070.

SITE PLAN NOTES

2. OBTAIN ALL NECESSARY PERMITS FOR CONSTRUCTION WITHIN, OR USE OF, PUBLIC RIGHT-OF-WAY.
3. ENGINEER TO PROVIDE ALL UTILITY STAKING, CURB AND GUTTER STAKING ETC... SEE GENERAL NOTE 1/ SHEET C4.1
4. BUILDING LAYOUT ANGLES ARE PARALLEL WITH OR PERPENDICULAR TO THE PROPERTY LINE AT THE LOCATION INDICATED.
5. DIMENSIONS SHOWN ARE TO FACE OF CURB AND EXTERIOR FACE OF BUILDING UNLESS NOTED OTHERWISE.
6. DELINEATE PARKING STALLS WITH A 4-INCH WIDE WHITE PAINTED STRIPE. DELINEATE ACCESS AISLES WITH 4-INCH WIDE WHITE PAINTED STRIPES 18 INCHES ON CENTER AND AT 45 DEGREE ANGLE TO DIRECTION OF TRAVEL.
7. DELINEATE CROSSWALK WITH 2' X 8' STRIPES 4' ON CENTER

LOT SUMMARY

LOT 1	= 193,842 SQ.FT.+/-	4.45 AC+/-
LOT 2	= 76,230 SQ.FT.+/-	1.75 AC.+/-
ROW (RAMSEY BLVD)	= 4,180 SQ. FT.+/-	0.096 AC.+/-
TOTAL SITE AREA	= 274,381 SQ.FT.+/-	6.3 AC.+/-

TOTAL GREEN SPACE AREA = 183,256 SF 4.2 AC = 66.7%

PARKING SUMMARY

REQUIRED PARKING:

0.2 STALLS PER 1000 SF OF BUILDING
90,612 SF TOTAL
90,612 SF/1000 = 90.61 (0.2) = 18 STALLS

TOTAL PARKING STALLS REQUIRED	18 EA.

PROVIDED PARKING:

STANDARD STALLS	(9x18)	19 EA.
HANDICAP STALLS	(9x18)	1 EA.
TOTAL PARKING STALLS PROVIDED		20 EA.

ZONING AND SETBACK SUMMARY

CURRENT ZONING : E-1 EMPLOYMENT DISTRICT (OULOT A), B-1 BUSINESS (PARCEL A AND B)
PROPOSED ZONING : E-1 (LOT 1) B-1 BUSINESS (LOT 2)

	E-1	B-1
LOT SIZE		
MIN. LOT AREA	1.0 ACRE	0.5 ACRE
MIN. LOT WIDTH	200 FT	100 FT
MIN. LOT DEPTH	N/A	150 FT

	E-1	B-1
SETBACK REQUIREMNTS		
FRONT YARD	35 FT	35 FT
REAR	35 FT	35 FT
SIDE INTERIOR	20 FT	10 FT
FROM RESIDENTIAL	60 FT	35 FT
FROM ROAD	60 + FRONT	60 + FRONT

	E-1	B-1
PARKING SETBACKS		
FRONT	20 FT	20 FT
SIDE (STREET)	20 FT	20 FT
FROM RESIDENTIAL	40 FT	35 FT

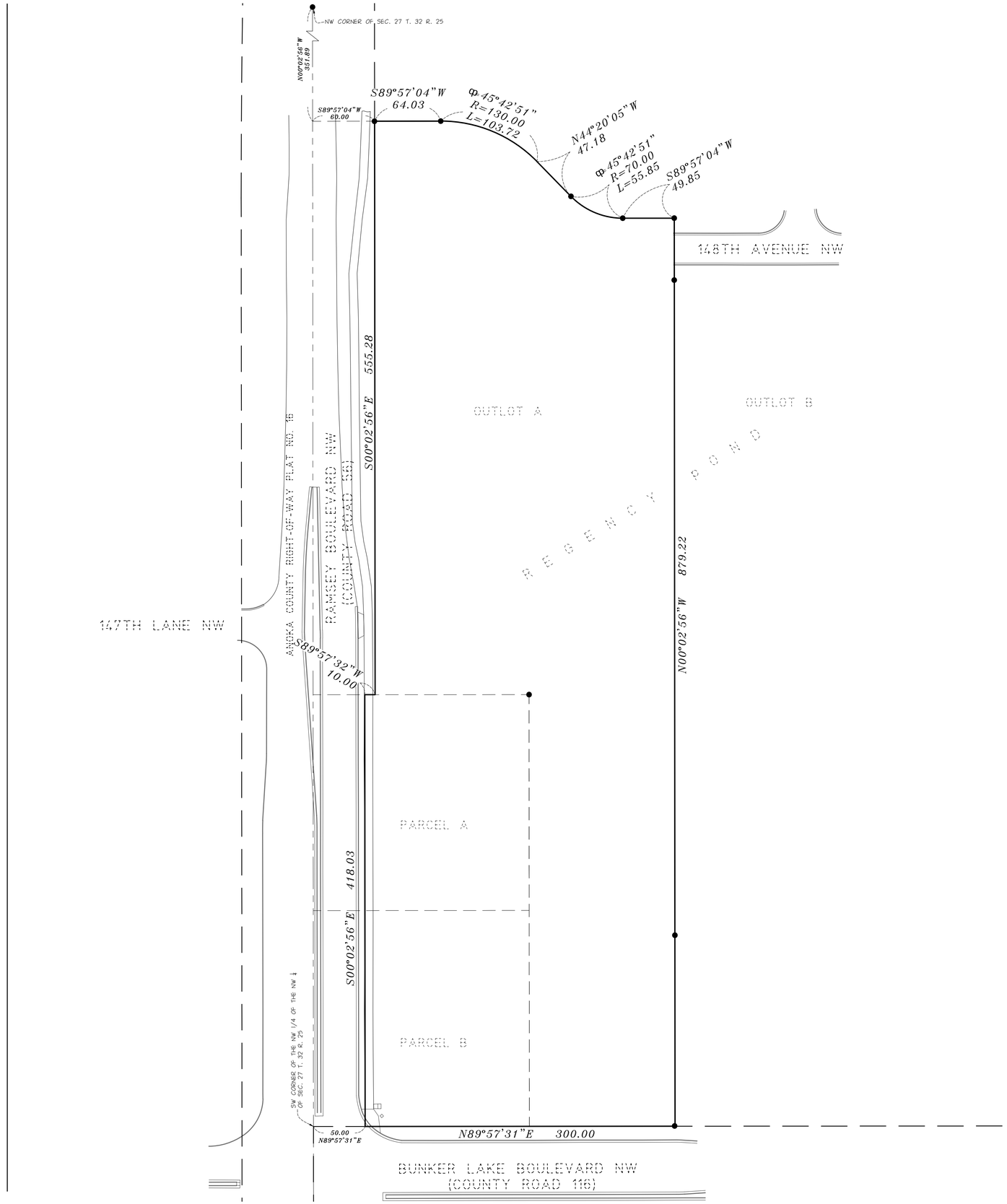
NORTH
0 60 120

LANDFORM

SKETCH PLAN

MINI STORAGE • RAMSEY MN
SKETCH PLAN • 09.25.2018

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DEVELOPER

NK MINI STORAGE
11736 177TH STREET WEST
LAKEVILLE, MINNESOTA 55044
TEL (952)236-9424

MUNICIPALITY

City of RAMSEY

PROJECT

RAMSEY MINI STORAGE
RAMSEY, MN

SURVEY NOTES

1. IMPROVEMENTS SHOWN PER SURVEY PERFORMED BY LANDFORM ON NOVEMBER 2015 EXPRESSLY FOR THIS PROJECT.
2. THE BEARING BASIS OF THIS SURVEY IS THE ANOKA COUNTY COORDINATE SYSTEM.
3. PARCEL AREA: 274381.17 SQ. FT. OR 6.299 ACRES

PROPERTY DESCRIPTION

PARCEL A: THAT PART OF THE NORTHWEST QUARTER OF THE NORTHWEST QUARTER (NW 1/4 OF NW 1/4) OF SECTION TWENTY-SEVEN (27), TOWNSHIP THIRTY-TWO (32), RANGE TWENTY-FIVE (25), THAT IS DESCRIBED AS FOLLOWS, TO-WIT:

COMMENCING AT A POINT ON THE WEST LINE OF SAID SECTION WHICH POINT IS TWO HUNDRED NINE (209) FEET NORTH OF THE SOUTHWEST CORNER OF SAID NORTHWEST QUARTER OF NORTHWEST QUARTER (NW 1/4 OF NW 1/4) AS MEASURED ALONG SAID WEST LINE; THENCE PROCEEDING EAST AND PARALLEL TO THE SOUTH LINE OF SAID SECTION FOR A DISTANCE OF TWO HUNDRED NINE (209) FEET; THENCE PROCEEDING NORTH AND PARALLEL TO THE WEST LINE OF SAID SECTION FOR A DISTANCE OF TWO HUNDRED NINE (209) FEET; THENCE PROCEEDING WEST AND PARALLEL TO FIRST COURSE TO THE WEST LINE OF SAID SECTION; THENCE PROCEEDING SOUTH ALONG THE WEST LINE OF SAID SECTION TO POINT OF COMMENCEMENT, EXCEPT ANOKA COUNTY HIGHWAY RIGHT-OF-WAY PLAT NO. 16.

AND

PARCEL B: THAT PART OF THE NORTHWEST QUARTER OF THE NORTHWEST QUARTER (NW 1/4 OF NW 1/4) OF SECTION TWENTY-SEVEN (27), TOWNSHIP THIRTY-TWO (32), RANGE TWENTY-FIVE (25), THAT IS DESCRIBED AS FOLLOWS, TO-WIT:

COMMENCING AT A POINT ON THE WEST LINE OF SAID SECTION WHICH POINT IS TWO HUNDRED NINE (209) FEET NORTH OF THE SOUTHWEST CORNER OF SAID NORTHWEST QUARTER OF NORTHWEST QUARTER (NW 1/4 OF NW 1/4) AS MEASURED ALONG SAID WEST LINE; THENCE PROCEEDING EAST AND PARALLEL TO THE SOUTH LINE OF SAID SECTION FOR A DISTANCE OF TWO HUNDRED NINE (209) FEET; THENCE PROCEEDING SOUTH AND PARALLEL TO THE WEST LINE OF SAID SECTION FOR A DISTANCE OF TWO HUNDRED NINE (209) FEET; THENCE PROCEEDING WEST AND PARALLEL TO FIRST COURSE TO THE WEST LINE OF SAID SECTION; THENCE PROCEEDING NORTH ALONG THE WEST LINE OF SAID SECTION TO POINT OF COMMENCEMENT, EXCEPT ANOKA COUNTY HIGHWAY RIGHT-OF-WAY PLAT NO. 16.
ABSTRACT PROPERTY.

AND

OUTLOT A, REGENCY POND, ANOKA COUNTY, MINNESOTA
ABSTRACT PROPERTY

REVISION HISTORY

DATE	REVISION	REVIEW
12.07.15	SKETCH PLAN SUBMITTAL	EBL

PROJECT MANAGER REVIEW

BY EBL DATE 12.07.2015

CERTIFICATION

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

Eric B. Lindgren

License No: 49176 Date: 12.07.15

Signature shown is a digital reproduction of original. Wet signed copy of this plan on file at Landform Professional Services, LLC office and is available upon request.

IF THE SIGNATURE, SEAL OR FOUR LINES DIRECTLY ABOVE ARE NOT VISIBLE, THIS SHEET HAS BEEN REPRODUCED BEYOND INTENDED READABILITY AND IS NO LONGER A VALID DOCUMENT. PLEASE CONTACT THE ENGINEER TO REQUEST ADDITIONAL DOCUMENTS.

LANDFORM
From Site to Finish

105 South Fifth Avenue
Suite 513
Minneapolis, MN 55401

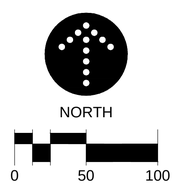
Tel: 612-252-9070
Fax: 612-252-9077
Web: landform.net

FILE NAME VEBKKRZ15001

PROJECT NO. KRZ15001

CERTIFICATE OF SURVEY

SHEET NO. 01/01



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

CC Regular Session **7. 1.**

Meeting Date: 02/28/2017

Submitted For: Tim Gladhill, Community Development

By: Eric Maass, Community Development

Information

Title:

Consider Request for Zoning Amendment, Comp Plan Amendment, Preliminary and Final Plat, and Site Plan for Regency Commons (Project No. 16-108); Case of National Self Storage, LLC

Purpose/Background:

The City has received an application for approval of a Zoning Amendment, Comprehensive Plan Amendment, Site Plan, Preliminary Plat, and Final Plat approval for Regency Commons. The project proposes to consolidate PID #s 27-32-25-22-0006, 27-32-25-22-0003, and 27-32-25-22-0002 (combined, the "Subject Property") into two (2) lots, one of which would be developed with a self-storage facility and the second would be available for future commercial development. The Planning Commission previously review the Sketch Plan for this project in November of 2016 and reviewed the above identified applications in addition to a variance at its February 2nd 2017 meeting. The Planning Commission approved a variance to the shoreland overlay district regarding the maximum allowed impervious area, and recommended approval of the requested Zoning Amendment, Comprehensive Plan Amendment, Site Plan, Preliminary Plat, and Final plat as presented.

PREVIOUS CASE

Notification:

City Staff attempted to notify all property owners within 700 feet of the Subject Property of the request via U.S. mail and published a notice of public hearing in the Anoka Union Herald, the City's official newspaper.

Observations/Alternatives:

The proposed project is generally consist with the Zoning and Future Land Use maps; however, due to the consolidation of three (3) lots into two (2), the realigned property boundaries result in the need for the Zoning Amendment and Comprehensive Plan Amendment. The proposed self-storage facility is designed with exterior materials that are consistent with the E-1 Employment District standards and it also complies with the building coverage and height standards as well. The proposed improvements appear to comply with all other E-1 Employment District standards; the requested variance is to an overlay district standard.

The Preliminary and Final Plats also appear to meet the minimum bulk standards for both the E-1 Employment District and the B-1 Business District. Any necessary revisions are outlined in the Staff Review Letter. As had been discussed at the November Planning Commission meeting, the Applicant has provided a Landscape Plan that shows a bermed, landscaped bufferyard along the eastern boundary. There are three (3) different species of evergreen trees proposed within this area, with deciduous trees mixed in, which should provide a good buffer between the two uses.

The Engineering Department is in the process of reviewing the grading, drainage, erosion control, utility, and street plans and will provide a separate addendum to the Staff Review Letter with any necessary corrections/revisions to the plan set.

City Staff did meet with the Applicant shortly after the November Planning Commission meeting to discuss alternatives for 148th Ave. The Public Works Superintendent agreed to eliminate the requirement for a cul-de-sac under the following three (3) conditions (which the Applicant had agreed to):

- The City's standard residential road section, complete with curb, extend three (3) feet past sanitary manhole located in road centerline on 148th Ave leading into the east side of the property. Curbing matching existing conditions must be installed on all three (3) sides of the road extension.
- A twenty foot (20') maintenance easement granted to the City along the eastern property line, with no additional trees planted in easement. This easement is needed to provide access for maintenance to existing storm water structures.
- A written agreement, drafted by Developer and reviewed and approved by the City, to allow snow storage on Subject Properties from the dead end on 148th Ave. **Note**-most of the snow should be retained in the 20' maintenance easement, but in years with high snow volumes, it may be necessary to store the snow on private property. These conditions have been incorporated into the Staff Review Letter.

The City Council introduced ordinance number 17-05 at its meeting on February 14th, and that ordinance is now available for adoption.

Alternative 1: Approve the Zoning Amendment, Comprehensive Plan Amendment, Site Plan, Preliminary Plat and Final Plat requests. The proposed project appears to comply with the bulk standards in E-1 and B-1 zoning districts, the rezoning and re-guiding requests are due to a realignment of property boundaries rather than a proposed inconsistent use. The Applicant appears to have incorporated comments received during the Sketch Plan review into the plan set. Staff is supportive of this alternative contingent upon compliance with the Staff Review Letter.

Alternative 2: Approve the Zoning Amendment, Comprehensive Plan Amendment, Site Plan, Preliminary Plat and Final Plat requests with amendments. This alternative would be based upon discussion at the meeting and if any necessary revisions/additions were identified by the City Council.

Alternative 3: Do not approve the Zoning Amendment, Comprehensive Plan Amendment, Site Plan, Preliminary Plat and Final Plat. As previously noted, the proposed project appears consistent with provisions of City Code (with any necessary revisions outlined in the Staff Review Letter) and it appears that the Applicant attempted to address comments by the Planning Commission during review of the Sketch Plan. Staff does not support this alternative.

Funding Source:

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

Recommendation:

The Planning Commission has recommended approval of the project.

Subsequent to Planning Commission review, the City received official comment from Anoka County Highway Department. Anoka County prefers that the Ramsey Boulevard access be shifted to the north and the Bunker Lake Boulevard access be eliminated. However, Anoka County understands that the site is constrained and cannot force each scenario. Of key importance is the relocation of the Ramsey Boulevard access, which would have the effect of eliminating the smaller of the two buildings on the site. The City Council is legally able to approve the site plan as presented. However, plans will be required to be revised to incorporate the requested turn lanes as outlined in the Anoka County Review Letter.

Staff recommends the following actions, all contingent upon compliance with the Staff Review Letter and review and approval by Anoka County Highway Department:

- City Council adopt Ordinance #17-05 to rezone the Subject Property to E-1 Employment District and B-1 Business District; and
- City Council adopt Resolution #17-02-036 granting a Comprehensive Plan Amendment to re-guide the Subject Property as Business Park and Commercial, contingent upon approval by the Metropolitan Council; and
- City Council adopt Resolution #17-02-037 granting Site Plan approval; and

PREVIOUS CASE

- City Council adopt Resolutions #17-02-038 and #17-02-039 approving the Preliminary and Final Plat approval.

Action:

Motion to waive the charter requirement to read the ordinance aloud and to adopt Ordinance #17-05 to rezone the Subject Property to E-1 Employment District and B-1 Business District.

Roll Call
Councilmember Kuzma
Councilmember Williams
Councilmember Riley
Councilmember Shryock
Councilmember Letourneau
Councilmember Johns
Mayor Strommen

-and-

Motion to take the following actions, contingent upon compliance with the Staff Review Letter:

- Adopt Resolution #17-02-036 granting a Comprehensive Plan Amendment to re-guide the Subject Property as Business Park and Commercial, contingent upon approval by the Metropolitan Council; and
- Adopt Resolution #17-02-037 granting Site Plan approval; and
- Adopt Resolutions #17-02-038 and #17-02-039 approving the Preliminary and Final Plat approval.

PREVIOUS CASE

Attachments

Site Location Map
Application Document
Civil Plans for Site
Building Elevations
Planning Commission Meeting Minutes Dated November 3, 2016
Staff Review Letter
Rezoning Ordinance
Res. 17-02-036: Comp Plan Amendment
Res. 17-02-037: Site Plan
Res. 17-02-038: Preliminary Plat
Res. 17-02-039: Final Plat
Anoka County Highway Comments

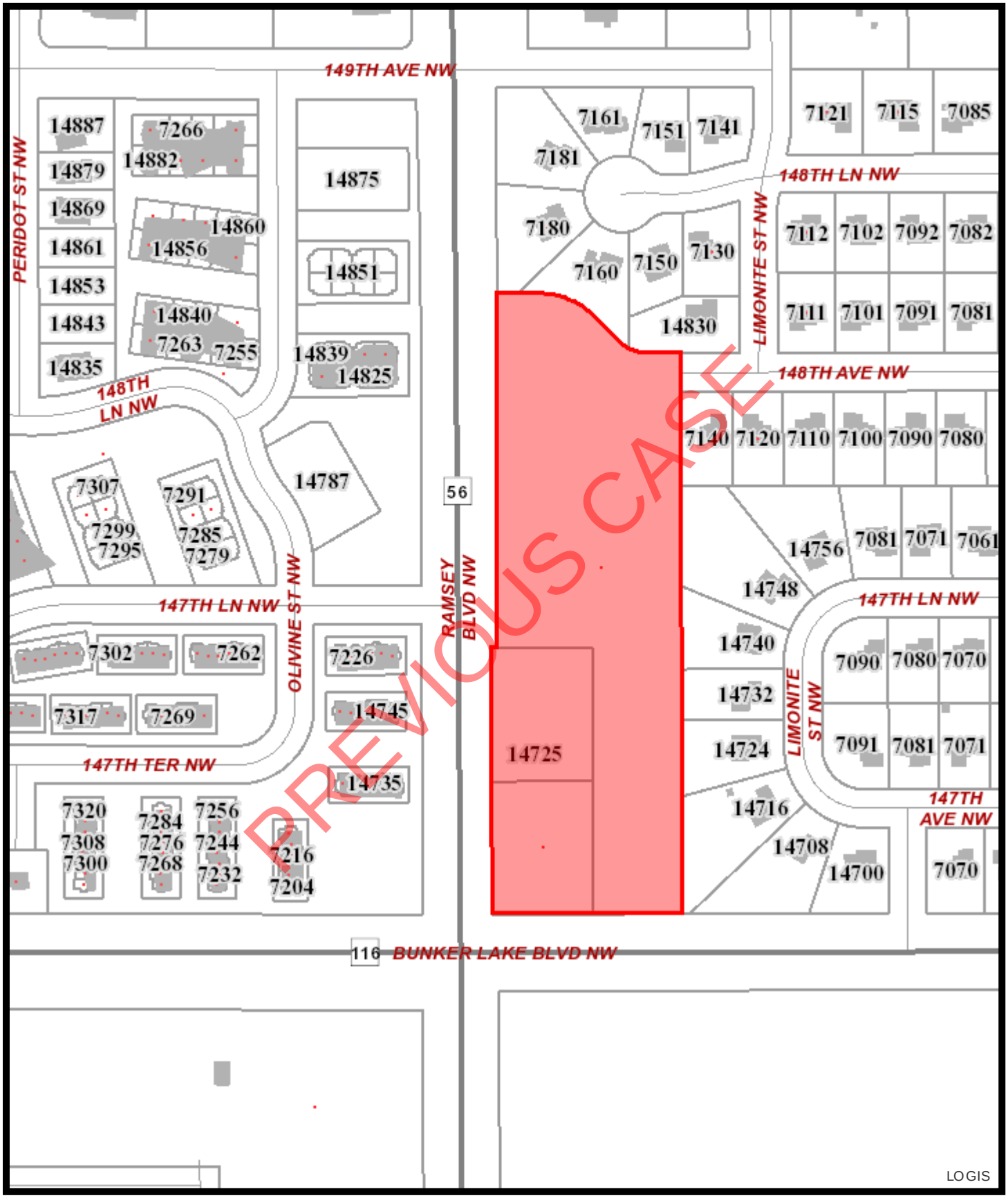
Form Review

Inbox	Reviewed By	Date
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Tim Gladhill	Eric Maass	02/07/2017 04:15 PM
Chris Anderson	Jo Thieling	02/09/2017 01:21 PM
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Tim Gladhill	Tim Gladhill	02/23/2017 09:48 AM
Kurt Ulrich	JoAnn Shaw	02/23/2017 12:04 PM
Chris Anderson	Chris Anderson	02/23/2017 12:20 PM

Tim Gladhill	Tim Gladhill	02/23/2017 12:49 PM
Kurt Ulrich	Kurt Ulrich	02/23/2017 03:08 PM
Form Started By: Eric Maass		Started On: 02/03/2017 12:25 PM
Final Approval Date: 02/23/2017		

PREVIOUS CASE

Site Location Map



Feet
0 50 100 200 300 400

Print Date: October 6, 2016

City of RAMSEY

RECEIVED
JAN 05 2017
BY:

Land Use Application

☐ Plat – Sketch Plan	■ Plat – Preliminary Plat	■ Plat – Final Plat
☐ Administrative Plat	■ Site Plan Review	☐ Easement/ROW Vacation
☐ Conditional Use Permit	☐ Interim Use Permit	■ Comprehensive Plan Amendment
■ Zoning Amendment	☐ Home Occupation Permit	■ Variance
☐ Dwelling Moving Permit	☐ Environmental Permit	☐ Registered Land Survey
☐ Non-Traditional Animal License	☐ Beekeeping License	☐ Private Kennel License

Applicant Contact Information

Please note: All official communication will be routed through this contact.

Name:	Troy Halvorson C/O National Self Storage		
Street Address:	2827 107th Avenue NE		
City, State, ZIP:	Blaine, MN 55449		
Home Phone:	(763) 898-7212	Work Phone:	
Email:	t.halver2@aol.com	Fax Number:	
Name of Business (if applicable):	National Self Storage, LLC		
Business Address (if applicable)	Same as above.		
Business City, State, ZIP			
Business Phone:		Business Fax:	

PREVIOUS CASE

Subject Property Information

(Location of Application)

Address	Unassigned (27-32-25-22-0006) and 14725 Ramsey BLVD NW (27-32-25-22-0003, 27-32-25-22-0002)
PIN	27-32-25-22-0006, 27-32-25-22-0003, 27-32-25-22-0002
Legal Description	See attached
Zoning District	E-1 Employment and B-1 General Business

Contact the Planning Division at 763-433-9824 or planning@cityoframsey.com to request a Zoning Verification

Property Owner Information

(If different than Applicant)

Name:	First Minnesota Bank		
Street Address:	11431 Jefferson Court N		
City, State, ZIP:	Champlin, MN 55316		
Home Phone:	N/A	Work Phone:	763-488-1568
Email:	chuckb@firstmnbank.com	Fax Number:	763-488-3735

Please provide a detailed description of your request and attached a copy of a scaled site plan

See attached narrative and plans.

PREVIOUS CASE

A "Land Use Sign" will be placed on the Subject Property to allow Ramsey Residents the opportunity to obtain information about your request.

Applicant Signature	Troy E Halverson	Co-Applicant Signature	
Printed Name	Troy Halverson	Printed Name	
Title	President	Title	
Date	12-15-2016	Date	

I understand that the application fee is non-refundable. All costs associated with the processing of this application are the responsibility of the applicant whether this application is approved or denied. Any excess of escrow account deposits over expenditures will be refunded at the time of account closure. I also understand that as the applicant, it is my responsibility to obtain all other permits or licenses required by any applicable regulatory agencies for this Land Use Application.

Property Owner Signature		Property Owner Signature	Charles C Blair
Printed Name	First Minnesota Bank	Printed Name	Charles C. Blair
Title		Title	Executive Vice President
Date	December 15, 2016	Date	

I hereby certify that I am the fee title owner/contract for deed vendee of record for the above-mentioned property. Failure to prove ownership may void any agreements entered into the City and I will be held liable for any and all costs incurred by the City.

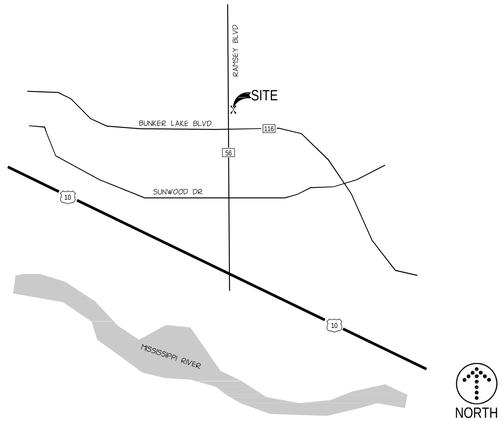
NATIONAL SELF STORAGE

REGENCY COMMONS

RAMSEY, MN

AREA LOCATION MAP

RAMSEY, MN



ABBREVIATIONS

D	Angle	L.F.	Lineal Feet
&	And	L.P.	Low Point / Liquid Petroleum
@	At	LB.	Pound
100 YR.	100 Year Flood Elevation	LGU	Local Government Unit
A.B.	Anchor Bolt	LONG.	Longitudinal
A.D.	Area Drain	LT.	Light / Lighting
A/C	Air Conditioning Unit	MAINT.	Maintenance
ADD.	Addendum	MAS.	Masonry
ADDL.	Additional	MATL.	Material
ADJ.	Adjacent / Adjust	MAX.	Maximum
AHU	Air Handling Unit	MECH	Mechanical
ALT.	Alternate	MED.	Medium
ALUM.	Aluminum	MFR.	Manufacturer
ANOD.	Anodized	MH	Manhole
APPROX.	Approximate	MIN.	Minimum / Minute
ARCH	Architect / Architectural	MISC.	Miscellaneous
AUTO.	Automatic	MNDOT	Minnesota Department Of Transportation
AVG.	Average	MOD.	Module / Modular
B.C.	Back of Curb	MUL.	Mullion
B/W	Bottom of Wall	N.	North
BFE	Basement Floor Elevation	N.I.C.	Not In Contract
BIT	Bituminous (Asphaltic)	NO. OR #	Number
BLDG	Building	NOM	Nominal
BSMT.	Basement	NTS	Not to Scale
C.F.	Cubic Feet	NWE	Normal Water Elevation
C.F.S.	Cubic Feet Per Second	NWL	Normal Water Level
C.G.	Corner Guard	O.C.	On Center
C.J.	Control Joint	O.D.	Outside Dimension
C.L.	Centerline	O.E.	Overhead Electric
C.M.U.	Concrete Masonry Unit	OH	Overhead
C.O.	Cleanout	OHWL	Ordinary High Water Level
C.O.E.	U.S. Army Corps Of Engineers	OPNG.	Opening
C.Y.	Cubic Yards	ORIG.	Original
CB	Catch Basin	P.C.	Point of Curvature
CBMH	Catch Basin Manhole	P.I.	Point of Intersection
CEM.	Cement	PIV	Post Indicator Valve
CIP.	Cast Iron Pipe	P.L. OR P/L	Property Line
CMP	Corrugated Metal Pipe	P.O.B.	Point of Beginning
CONC.	Concrete (Portland)	P.S.F.	Pounds Per Square Foot
CONN.	Connection	P.S.I.	Pounds Per Square Inch
CONST.	Construction	P.T.	Point of Tangency
CONT	Continuous	P.V.C.	Point of Vertical Curvature
CONTR.	Contractor	P.V.I.	Point of Vertical Intersection
COP.	Copper	P.V.T.	Point of Vertical Tangency
CU.	Cubic	PE	Polyethylene
D.S.	Down Spout	PED.	Pedestal / Pedestrian
DEG.	Degree	PERF.	Perforated
DEMO.	Demolition / Demolish	PREP.	Preparation
DEPT.	Department	PROJ.	Project
DET.	Detail	PROP.	Proposed
DIA.	Diameter	PVC	Poly-Vinyl-Chloride (Pipina)
DIAG.	Diagonal	PVMT.	Pavement
DIM.	Dimension	QTR.	Quarter
DIP	Ductile Iron Pipe	QTY.	Quantity
DN	Down	R	Radius
DWG.	Drawing	RAD.	Radius
E.	East	RE	Rim Elevation (Casting)
E.J.	Expansion Joint	R.D.	Roof Drain
E.O.	Emergency Overflow	R.E.	Remove Existing
E.O.S.	Emergency Overflow Swale	R.O.	Rough Opening
E.W.	Each Way	R.P.	Radius Point
EA.	Each	RCP	Reinforced Concrete Pipe
EL.	Elevation	R.S.	Rough Slab
ELEC.	Electrical	RSD	Roof Storm Drain
ELEV.	Elevation	RE.	Regarding
EMER.	Emergency	REINF.	Reinforced
ENGR.	Engineer	REQ'D	Required
ENTR.	Entrance	REV.	Revision / Revised
EQ.	Equal	RGU	Regulatory Government Unit
EQUIP.	Equipment	ROW OR R/W	Right of Way
EQUIV.	Equivalent	S.	South
EXIST.	Existing	S.F.	Square Feet
EXP.	Expansion	SAN.	Sanitary Sewer
F & I	Furnish and Install	SECT.	Section
F.B.O.	Furnished by Others	SE	Side Exit
F.C.	Face of Curb	SEWO	Side Exit Walk Out
F.D.	Floor Drain	SHT.	Sheet
F.D.C.	Fire Department Connection	SM.	Swilor
F.V.	Field Verify	SLNT.	Sealant
FB	Full Basement	SPEC.	Specification
FBWO	Full Basement Walk Out	SQ.	Square
FBLO	Full Basement Look Out	SSD	Subsurface drain
FDN.	Foundation	STMH	Storm Sewer Manhole
FES	Flared End Section	STD.	Standard
FFE	Finished Floor Elevation	STRUCT.	Structural
FLR.	Floor	SYM.	Symmetrical
FT. OR (')	Foot	T	Thickness
FUT.	Future	T/R	Top of Rim
G.B.	Grade Break	T/W	Top of Wall
G.C.	General Contractor	TEMP.	Temporary
GAL.	Gallon	THK.	Thick / Thickness
GALV.	Galvanized	T.J.	Tooled Joint
GFE	Garage Floor Elevation	TNH	Top Nut Hydrant
GL.	Glass	TYP.	Typical
GR.	Grade	U.N.O.	Unless Noted Otherwise
H.	Height	V.B.	Vapor Barrier
H.P.	High Point	V.C.	Vertical Curve
HDPEP	High Density Polyethylene Pipe	V.I.F.	Verify In Field
HGT.	Height	VER.	Verify
HORIZ.	Horizontal	VERT.	Vertical
HVAC	Heating, Ventilation, Air Conditioning	VEST.	Vestibule
HYD	Hydrant	W	Width
I.D.	Inside Dimension	W.P.T.	Working Point
I.E. or IE	Invert Elevation	W.W.F.	Welded Wire Fabric
IN. OR (")	Inches	W/	With
INFO.	Information	W/O	Without
INL.	Inlet Elevation	WO	Walk Out
INSUL.	Insulation	WETL.	Wetland
INV.	Invert Elevation	WP	Waterproof
JT.	Joint	WT.	Weight
		YD.	Yard
		YR.	Year

SYMBOLS

EXISTING	DESCRIPTION	NEW	DESCRIPTION
120	MAJOR CONTOUR	120	MAJOR CONTOUR
123	MINOR CONTOUR	123	MINOR CONTOUR
x 234.5	SPOT ELEVATION	x 123.45	SPOT ELEVATION
	BUILDING		BUILDING
	CANOPY / OVERHANG		CANOPY/OVERHANG
	CONCRETE		UNDERGROUND STRUCTURE
	BITUMINOUS		CONCRETE
	LANDSCAPING		CONCRETE CURB
	GRAVEL		EDGE OF PAVEMENT
	PAVING BLOCK		FENCING
	PAVING BLOCK		GUARD RAIL
12"STS	STORM SEWER LINE		CONCRETE RETAINING WALL
8"SAN	SANITARY SEWER LINE		MODULAR RETAINING WALL
6"WTR	WATER MAIN		FIELDSTONE RETAINING WALL
OE	OVERHEAD ELECTRIC		EXIT LOCATION
UT	UNDERGROUND TELEPHONE		LIGHT STANDARD
UE	UNDERGROUND ELECTRIC	Ø	POWER POLE
G	GAS LINE	1.00%	SLOPE DIRECTION
	CONCRETE CURB		CATCH BASIN
	FENCING		MANHOLE
	RETAINING WALL	STS FES RCP/CP	BOLLARD
	SET 1/2" X 14" IRON PIPE	SAN	STORM SEWER
	IRON MONUMENT FOUND	FM	SANITARY SEWER-WASTE
	SURVEY DISK (BENCHMARK)	RD	FORCE MAIN
	POWERPOLE	GATE VALVE WTR	ROOF DRAIN SYSTEM
	GUY WIRE	HYD	WATERMAIN
	GUARD POST	FIRE	FIRE LINE (IF SEPARATE)
	GAS METER	BLDG.	FIRE DEPT. CONNECTION
	TRANSFORMER	CO SSD	SOIL SUBDRAIN
	WATER SHUT-OFF VALVE	GAS	GAS LINE-UNDERGROUND
	TRAFFIC SIGN	ELEC	ELECTRIC-UNDERGROUND
	FLAG POLE	TELE	TELEPHONE-UNDERGROUND
	LIGHT POLE	CATV	UNDERGROUND CABLE/TV
	TREES	LSS	LAWN SPRINKLER SLEEVE
	TREE LINE		
	MANHOLE		
	CATCH BASIN		
	FIRE HYDRANT		
	WATER VALVE		
	FLARED END SECTION		
	MAILBOX		
	NOTE NUMBER		
	MEASURED DISTANCE		
	DISTANCE PER RECORDED PLAT		
	SOIL BORING		

EROSION CONTROL SYMBOLS

SYMBOL	DESCRIPTION
	SEDIMENT CONTROL FENCE
	INLET PROTECTION

DRAWING SYMBOLS

SYMBOL	DESCRIPTION
3	NOTE REFERENCE
12	PARKING STALL COUNT
C7.3 / 3	LARGE SHEET DETAIL
C21	COORDINATE POINT
2	REVISION - ADDENDUM, BULLETIN, ETC.
	REVISED AREA (THIS ISSUE)

LEGAL DESCRIPTION

PARCEL A: THAT PART OF THE NORTHWEST QUARTER OF THE NORTHWEST QUARTER (NW 1/4 OF NW 1/4) OF SECTION TWENTY-SEVEN (27), TOWNSHIP THIRTY-TWO (32), RANGE TWENTY-FIVE (25), THAT IS DESCRIBED AS FOLLOWS, TO-WIT:

COMMENCING AT A POINT ON THE WEST LINE OF SAID SECTION WHICH POINT IS TWO HUNDRED NINE (209) FEET NORTH OF THE SOUTHWEST CORNER OF SAID NORTHWEST QUARTER OF NORTHWEST QUARTER (NW 1/4 OF NW 1/4) AS MEASURED ALONG SAID WEST LINE; THENCE PROCEEDING EAST AND PARALLEL TO THE SOUTH LINE OF SAID SECTION FOR A DISTANCE OF TWO HUNDRED NINE (209) FEET; THENCE PROCEEDING NORTH AND PARALLEL TO THE WEST LINE OF SAID SECTION FOR A DISTANCE OF TWO HUNDRED NINE (209) FEET; THENCE PROCEEDING WEST AND PARALLEL TO FIRST COURSE TO THE WEST LINE OF SAID SECTION; THENCE PROCEEDING SOUTH ALONG THE WEST LINE OF SAID SECTION TO POINT OF COMMENCEMENT, EXCEPT ANOKA COUNTY HIGHWAY RIGHT-OF-WAY PLAT NO. 16.

AND

PARCEL B: THAT PART OF THE NORTHWEST QUARTER OF THE NORTHWEST QUARTER (NW 1/4 OF NW 1/4) OF SECTION TWENTY-SEVEN (27), TOWNSHIP THIRTY-TWO (32), RANGE TWENTY-FIVE (25), THAT IS DESCRIBED AS FOLLOWS, TO-WIT:

COMMENCING AT A POINT ON THE WEST LINE OF SAID SECTION WHICH POINT IS TWO HUNDRED NINE (209) FEET NORTH OF THE SOUTHWEST CORNER OF SAID NORTHWEST QUARTER OF NORTHWEST QUARTER (NW 1/4 OF NW 1/4) AS MEASURED ALONG SAID WEST LINE; THENCE PROCEEDING EAST AND PARALLEL TO THE SOUTH LINE OF SAID SECTION FOR A DISTANCE OF TWO HUNDRED NINE (209) FEET; THENCE PROCEEDING SOUTH AND PARALLEL TO THE WEST LINE OF SAID SECTION FOR A DISTANCE OF TWO HUNDRED NINE (209) FEET; THENCE PROCEEDING WEST AND PARALLEL TO FIRST COURSE TO THE WEST LINE OF SAID SECTION; THENCE PROCEEDING NORTH ALONG THE WEST LINE OF SAID SECTION TO POINT OF COMMENCEMENT, EXCEPT ANOKA COUNTY HIGHWAY RIGHT-OF-WAY PLAT NO. 16.
ABSTRACT PROPERTY.

AND

OUTLOT A, REGENCY POND, ANOKA COUNTY, MINNESOTA
ABSTRACT PROPERTY

BENCHMARK

MNDOT CSID STATION #86646
STATION NAME: 7318 N
1.3 MILES SOUTH OF THE SAUK CENTRE, 0.8 MILE SOUTH ALONG TRUNK HIGHWAY 71 FROM THE JUNCTION OF TRUNK HIGHWAY 71 AND INTERSTATE 94 IN SAUK CENTRE, AT THE TRUNK HIGHWAY 71 MILEPOINT 166.5, 71.0 FEET NORTH OF AN ENTRANCE, 63.0 FEET EAST OF TRUNK HIGHWAY 71, 7.0 FEET SOUTH OF CABLE BOX NUMBER 27933, 1.0 FOOT WEST OF THE WITNESS POST

ELEVATION = 1226.779 (NAVD) 88

OWNER

NATIONAL SELF STORAGE
2827 107TH AVENUE
BLAINE, MN 55449
TEL 763-898-7212
CONTACT: TROY HALEVERSON

PROJECT CONTACTS

CIVIL ENGINEER
LANDFORM
105 SOUTH FIFTH AVENUE, SUITE 513
MINNEAPOLIS, MN 55401
TEL 612-252-9070
FAX 612-252-9077
CONTACT: REID SCHULZ

SURVEYOR
LANDFORM
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LANDSCAPE ARCHITECT
LANDFORM
105 SOUTH FIFTH AVENUE, SUITE 513
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FAX 612-252-9077
CONTACT: DANYELLE PIERQUET

ARCHITECT
HTG ARCHITECTS
9300 HENNIPEN TOWN ROAD
EDEN PRAIRIE, MN 55347
TEL 701-751-4588
CONTACT: TOM MORSE

CIVIL / LANDSCAPE SHEET INDEX & REVISION MATRIX

SHEETS ISSUED BY DATE

SHEET NO.	DESCRIPTION	01.04.17
C0.1	CIVIL & LANDSCAPE TITLE SHEET	X
C1.1	EXISTING CONDITIONS & DEMO	X
C2.1	SITE PLAN	X
C3.1	GRADING, DRAINAGE, PAVING & EROSION CONTROL	X
C3.2	SWPPP SHEET	X
C4.1	UTILITIES	X
C7.1	CIVIL CONSTRUCTION DETAILS	X
C7.2	CIVIL CONSTRUCTION DETAILS	X
C7.3	CIVIL CONSTRUCTION DETAILS	X
C7.4	CIVIL CONSTRUCTION DETAILS	X
C7.5	CIVIL CONSTRUCTION DETAILS	X
L1.1	TREE PRESERVATION PLAN	X
L1.2	TREE PRESERVATION TABLE	X
L2.1	LANDSCAPE PLAN	X
L7.1	LANDSCAPE DETAILS	X

SITE / UTILITY CONTACTS

CITY PLANNER
CITY OF RAMSEY
7550 SUNWOOD DRIVE
RAMSEY, MN 55303

TIM GLADHILL
TGLADHILL@CITYOFRAMSEY.COM
TEL: 763.433.9824
FAX:

CITY ENGINEER
CITY OF RAMSEY
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RAMSEY, MN 55303

BRUCE WESTBY
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TEL: 763.433.9825
FAX:

BUILDING OFFICIAL
CITY OF RAMSEY
7550 SUNWOOD DRIVE
RAMSEY, MN 55303

RICK JARSON
RJARSON@CITYOFRAMSEY.COM
TEL: 763.433.9824
FAX:

GAS
CENTER POINT ENERGY
505 NICOLETT MALL
MINNEAPOLIS, MN 55402

TEL: 612-372-4727
FAX:

ELECTRIC
CONEXUS ENERGY
14601 RAMSEY BL
RAMSEY, MN 55303

TEL: 763-323-6250
FAX:

TELEPHONE
CENTURY LINK
200 FIFTH STREET
MINNEAPOLIS, MN 55402

TEL: 612-332-8552
FAX:

CABLE/INTERNET
CENTURY LINK
200 FIFTH STREET
MINNEAPOLIS, MN 55402

TEL: 612-332-8552
FAX:

FOR REVIEW PURPOSES ONLY

DEVELOPER

NATIONAL SELF-STORAGE, LLC
2827 107TH AVENUE
BLAINE, MN 55449

MUNICIPALITY

City of RAMSEY

PROJECT

REGENCY COMMONS
RAMSEY, MN

SHEET INDEX

SHEET	TITLE
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C3.2	SWPPP NOTES
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ISSUE / REVISION HISTORY

CONTACT ENGINEER FOR ANY PRIOR HISTORY

DATE	ISSUE / REVISION	REVIEW
03 JAN 2017	SITE PLAN SUBMITTAL	XXX

PROJECT MANAGER REVIEW

BY XX DATE XX.XX.XXXX

CERTIFICATION

I hereby certify that this plan 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

Randall C. Haslund
License No: 18578

Signature shown is a facsimile reproduction of original. Wet signed copy of this plan on file with Landform Professional Services, LLC office and is available upon request.

PRELIMINARY NOT FOR CONSTRUCTION

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SITE PLAN SUBMITTAL

01-03-2017

LANDFORM
From Site to Finish

105 South Fifth Avenue
Suite 513
Minneapolis, MN 55401

Tel: 612-252-9070
Fax: 612-252-9077
Web: landform.net

FILE NAME C001NSS001.DWG

PROJECT NO. NSS16001

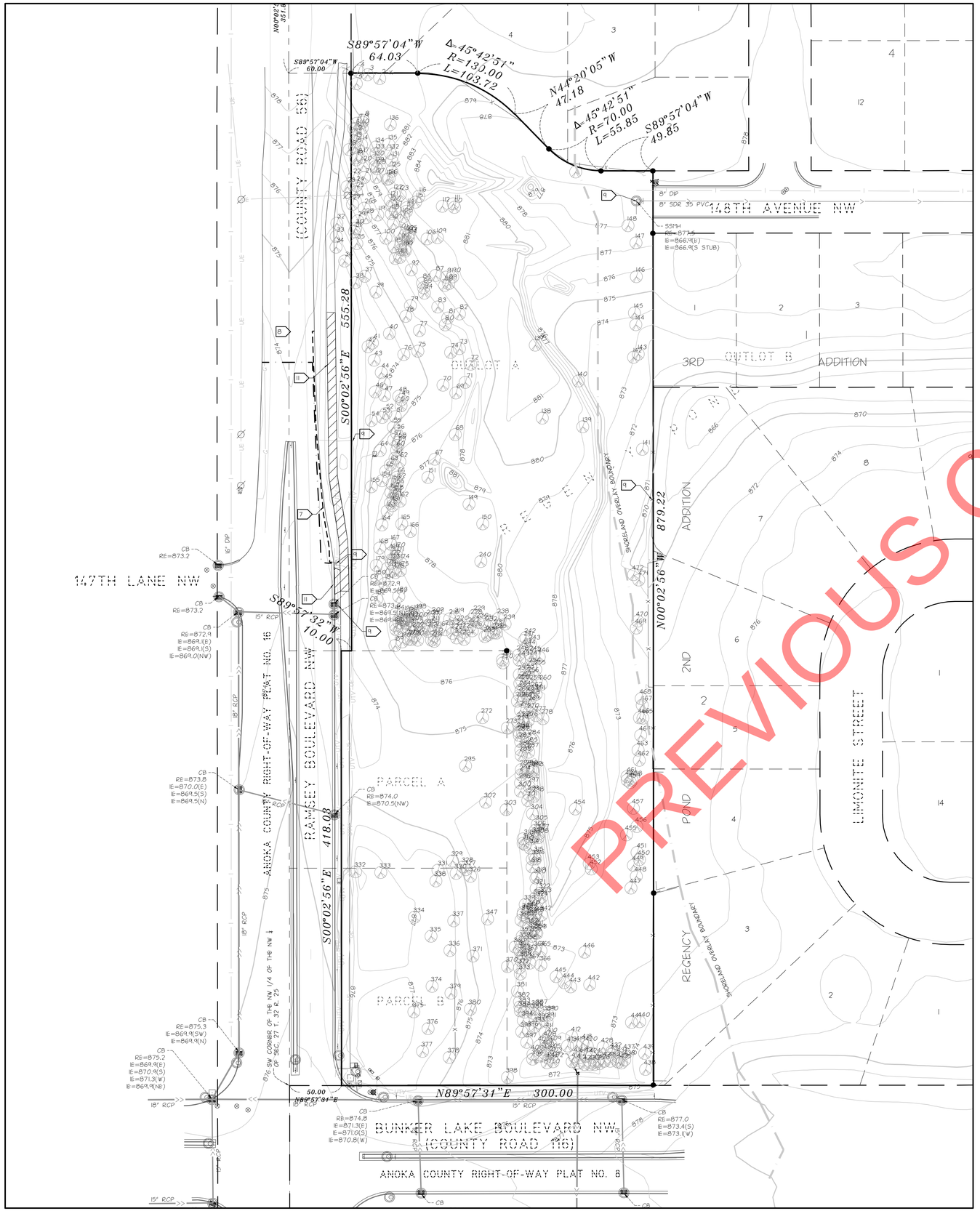
CIVIL AND LANDSCAPE TITLE SHEET

C0.1

SHEET NO. 1/15

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PREVIOUS CASE

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EXISTING CONDITIONS

1. BACKGROUND INFORMATION SHOWN IS FROM SURVEY BY LANDFORM, MINNEAPOLIS, MN, ON DECEMBER 07, 2015, EXPRESSLY FOR THIS PROJECT; CITY OF RAMSEY, MN RECORD DRAWINGS; AND UTILITY SERVICE PROVIDERS. LANDFORM OFFERS NO WARRANTY, EXPRESSED OR WRITTEN, FOR INFORMATION PROVIDED BY OTHERS. EXISTING PROJECT CONDITIONS SHALL BE VERIFIED PRIOR TO BEGINNING CONSTRUCTION. ERRORS, INCONSISTENCIES, OR OMISSIONS DISCOVERED SHALL BE REPORTED TO THE ENGINEER.

DEMOLITION AND CLEARING NOTES

2. OBTAIN PERMITS FOR DEMOLITION, CLEARING, AND DISPOSAL PRIOR TO BEGINNING.
3. CONTACT UTILITY SERVICE PROVIDERS FOR FIELD LOCATION OF SERVICES 72 HOURS PRIOR TO BEGINNING DEMOLITION AND CLEARING.
4. SEE SHEET C3.1 FOR EROSION PREVENTION AND SEDIMENT CONTROL MEASURES THAT MUST BE IN PLACE PRIOR TO DISTURBANCES TO SITE.
5. DIMENSIONS SHOWN FOR REMOVAL ARE APPROXIMATE. COORDINATE WITH NEW CONSTRUCTION TO ENSURE APPROPRIATE REMOVAL OF EXISTING FACILITIES.
6. REFER TO DETAILS FOR PAVEMENT SAWCUT. REMOVE CONCRETE WALKS AND CURBING TO THE NEAREST EXISTING JOINT BEYOND CONSTRUCTION LIMITS.
7. COMPLETE DEMOLITION WITH MINIMAL DISRUPTION OF TRAFFIC AND PROVIDE ADVANCE NOTIFICATION TO AFFECTED EMERGENCY RESPONSE PROVIDERS.
8. PROVIDE BARRICADES, LIGHTS, SIGNS, TRAFFIC CONTROL, AND OTHER MEASURES NECESSARY FOR PROTECTION AND SAFETY OF THE PUBLIC AND MAINTAIN THROUGHOUT CONSTRUCTION.
9. PROTECT STRUCTURES, UTILITIES, TREES, PLANT MATERIAL, SOD, AND ADJACENT PROPERTY FROM DAMAGE DURING CONSTRUCTION UNLESS NOTED FOR REMOVAL. DAMAGE SHALL BE REPAIRED TO EQUAL OR BETTER CONDITION AT NO ADDITIONAL COST.
10. SEE SHEETS L1.1 AND L1.2 FOR TREE PRESERVATION PLAN
11. REMOVE EXISTING SITE FEATURES INCLUDING, BUT NOT LIMITED TO, PAVING, CURBING, WALKWAYS, AND APRONS, WITHIN THE CONSTRUCTION LIMITS UNLESS NOTED OTHERWISE.
12. COORDINATE REMOVAL, RELOCATION, TERMINATION, AND RE-USE OF EXISTING PRIVATE UTILITY SERVICES AND APPURTENANCES WITH THE UTILITY COMPANIES. RESTORE ELECTRIC HANDHOLES, PULLBOXES, POWERPOLES, GUYLINES, AND STRUCTURES DISTURBED BY CONSTRUCTION IN ACCORDANCE WITH UTILITY OWNER REQUIREMENTS.
13. EXISTING PIPING AND CONDUITS MAY BE ABANDONED IN-PLACE IF FILLED WITH SAND AND IF NOT IN LOCATION OF PROPOSED BUILDING OR IN CONFLICT WITH PROPOSED UTILITIES OR STRUCTURES. TERMINATE EXISTING SERVICES AT THE SUPPLY SIDE IN CONFORMANCE WITH PROVIDER'S STANDARDS.
14. HAUL DEMOLITION DEBRIS OFF-SITE TO A FACILITY APPROVED BY REGULATORY AUTHORITIES FOR THE HANDLING OF DEMOLITION DEBRIS, UNLESS NOTED OTHERWISE.

LEGEND

- STORM LINE
- WATER MAIN
- SANITARY MAIN
- :STRUCTURE AND/OR PAVEMENT REMOVAL

Know what's **Below.** **Call** before you dig.

NORTH

0 50 100

DEVELOPER

NATIONAL SELF-STORAGE, LLC
2827 107TH AVENUE
BLAINE, MN 55449

MUNICIPALITY

City of RAMSEY

PROJECT

REGENCY COMMONS
RAMSEY, MN

SHEET INDEX

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ISSUE / REVISION HISTORY

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DATE	ISSUE / REVISION	REVIEW
03 JAN 2017	SITE PLAN SUBMITTAL	XXX

PROJECT MANAGER REVIEW

BY XX DATE XX.XX.XXXX

CERTIFICATION

I hereby certify that this plan 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.

PRELIMINARY NOT FOR CONSTRUCTION

Randall C. Haukaas
License No. 18576

Signature shown is a reproduction of original. Wet signed copy of this plan on file at Landform Professional Services, LLC office and is available upon request.

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SITE PLAN SUBMITTAL
01-03-2017

LANDFORM
From Site to Finish

105 South Fifth Avenue
Suite 513
Minneapolis, MN 55401

Tel: 612-252-9070
Fax: 612-252-9077
Web: landform.net

FILE NAME C101NSS001.DWG

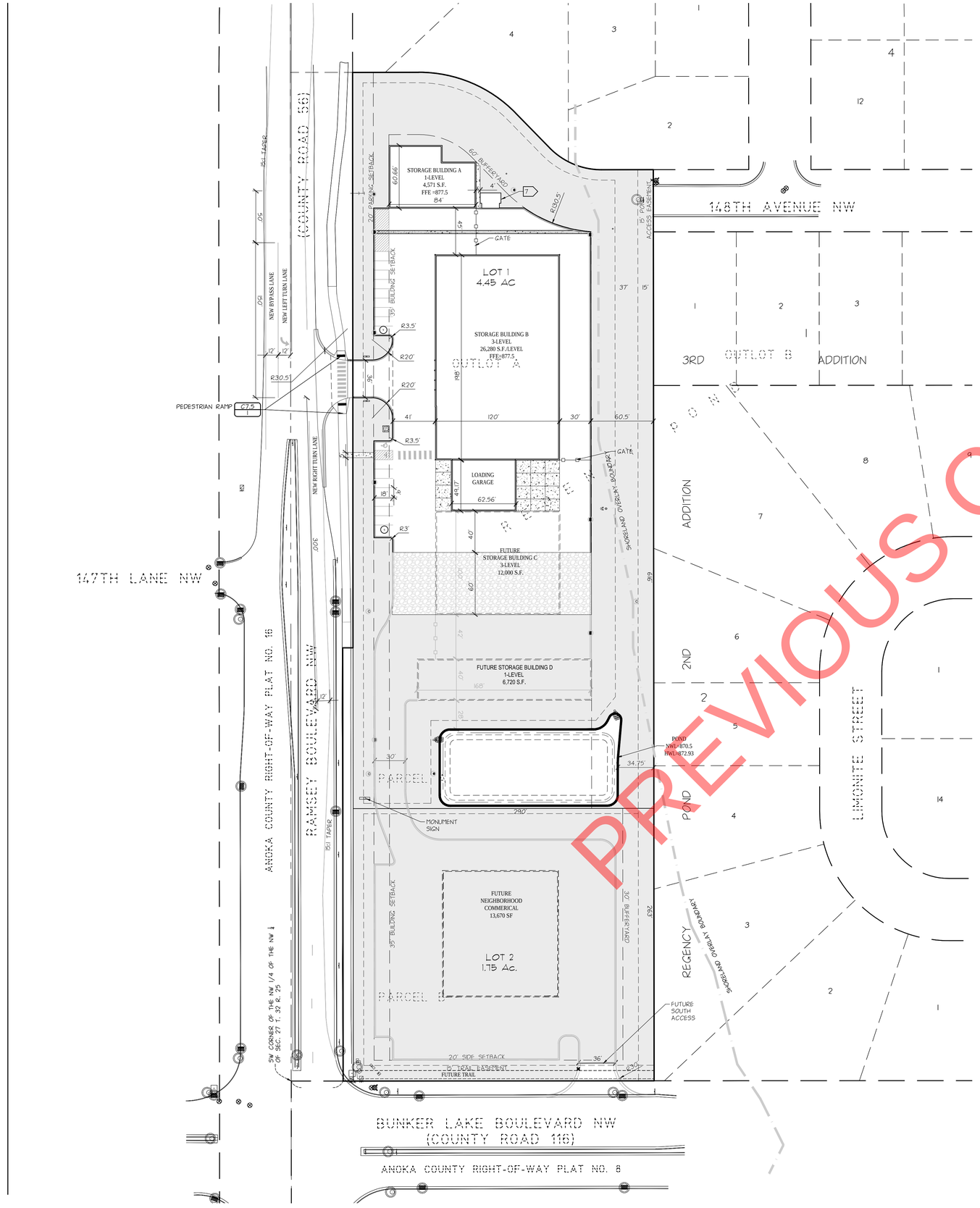
PROJECT NO. NSS16001

EXISTING CONDITIONS AND DEMOLITION

C1.1

SHEET NO. 2/15

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PREVIOUS CASE

GENERAL NOTES

1. FOR CONSTRUCTION STAKING AND SURVEYING SERVICES CONTACT LANDFORM PROFESSIONAL SERVICES AT 612.252.9070.

SITE PLAN NOTES

2. OBTAIN ALL NECESSARY PERMITS FOR CONSTRUCTION WITHIN, OR USE OF, PUBLIC RIGHT-OF-WAY.
3. THE DIGITAL FILE, WHICH CAN BE OBTAINED FROM THE ENGINEER, SHALL BE USED FOR STAKING. DISCREPANCIES BETWEEN THE DRAWINGS AND THE DIGITAL FILE SHALL BE REPORTED TO THE ENGINEER. THE BUILDING FOOTPRINT, AS SHOWN ON THESE DRAWINGS, AND THE DIGITAL FILE, SHALL BE COMPARED TO THE STRUCTURAL DRAWINGS PRIOR TO STAKING.
4. BUILDING LAYOUT ANGLES ARE PARALLEL WITH OR PERPENDICULAR TO THE PROPERTY LINE AT THE LOCATION INDICATED.
5. DIMENSIONS SHOWN ARE TO FACE OF CURB AND EXTERIOR FACE OF BUILDING UNLESS NOTED OTHERWISE.
6. DELINEATE PARKING STALLS WITH A 4-INCH WIDE WHITE PAINTED STRIPE. DELINEATE ACCESS AISLES WITH 4-INCH WIDE WHITE PAINTED STRIPES 18 INCHES ON CENTER AND AT 45 DEGREE ANGLE TO DIRECTION OF TRAVEL.

7. TRASH/RECYCLING AREAS: SEE ARCHITECTURAL DRAWINGS.

GREEN SPACE (LANDSCAPE AREA)

CLASS 5 GRAVEL

LOT SUMMARY

LOT 1	= 193,842 SQ.FT.+/-	4.45 AC+/-
LOT 2	= 76,230 SQ.FT.+/-	1.75 AC.+/-
ROW (RAMSEY BLVD)	= 4,180 SQ. FT.+/-	0.096 AC.+/-
TOTAL SITE AREA	= 274,381 SQ.FT.+/-	6.3 AC.+/-

TOTAL GREEN SPACE AREA = 171,764 SF 3.94 AC = 63.5%

PARKING SUMMARY

REQUIRED PARKING:

0.2 STALLS PER 1000 SF OF BUILDING
77,350 SF TOTAL
77,350 SF/1000 = 77.35 (0.2) = 16 STALLS

TOTAL PARKING STALLS REQUIRED 16 EA.

PROVIDED PARKING:

STANDARD STALLS	(9x18)	17 EA.
HANDICAP STALLS	(9x18)	1 EA.
TOTAL PARKING STALLS PROVIDED		18 EA.

LOT 1 AREA SUMMARY

EXISTING:

PERVIOUS	193,842	S.F.	100%
IMPERVIOUS	0	S.F.	0%
TOTAL (4.45 Ac)	193,842	S.F.	100.0%

PROPOSED:

PERVIOUS	108,902	S.F.	56.2%
IMPERVIOUS	84,940	S.F.	43.8%
TOTAL (4.45 Ac)	193,842	S.F.	100.0%

PROPOSED BUILDING FOOTPRINT

IMPERVIOUS	30,851	S.F.	15.9%

LOT 2 AREA SUMMARY

EXISTING:

PERVIOUS	76,230	S.F.	100%
IMPERVIOUS	0	S.F.	0%
TOTAL (1.75 Ac)	76,230	S.F.	100.0%

PROPOSED:

PERVIOUS	76,230	S.F.	100%
IMPERVIOUS	0	S.F.	0%
TOTAL (1.75 Ac)	76,230	S.F.	100.0%

ZONING AND SETBACK SUMMARY

THE PROPERTY IS CURRENTLY ZONED : E-1 EMPLOYMENT DISTRICT, B-1 BUSINESS
PROPOSED ZONING : E-1 (LOT 1) B-1 BUSINESS (LOT 2)

MINIMUM LOT SIZE (E-1):
LOT AREA = 1 AC.
LOT WIDTH = 200 FT.

MINIMUM LOT SIZE (B-1):
LOT AREA = 0.5 AC.
LOT WIDTH = 100 FT.
LOT DEPTH = 150 FT.

SETBACK REQUIREMENTS:
FRONT YARD = 35 FT.
REAR = 35 FT.
SIDE INTERIOR = 20 FT.
FROM RESIDENTIAL = 60 FT.
FROM ROADS = 60 FT. + FRONT SETBACK

PARKING AND DRIVEWAY REQUIREMENTS:
FRONT = 20 FT.
SIDE(STREET) = 20 FT.
FROM RESIDENTIAL = 40 FT. -OFF STREET PARKING

Know what's Below. Call before you dig.

NORTH

0 50 100

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DEVELOPER

NATIONAL SELF-STORAGE, LLC
2827 107TH AVENUE
BLAINE, MN 55449

MUNICIPALITY

City of RAMSEY

PROJECT

REGENCY COMMONS

RAMSEY, MN

SHEET INDEX

SHEET	TITLE
C0.1	CIVIL TITLE SHEET
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C2.1	SITE PLAN
C3.1	GRADING, DRAINAGE,& EROSION CONTROL PAVING PLAN & NOTES
C3.2	SWPPP NOTES
C4.1	UTILITIES
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ISSUE / REVISION HISTORY

CONTACT ENGINEER FOR ANY PRIOR HISTORY

DATE	ISSUE / REVISION	REVIEW
03 JAN 2017	SITE PLAN SUBMITTAL	XXX

PROJECT MANAGER REVIEW

BY XX DATE XX.XX.XXXX

CERTIFICATION

I hereby certify that this plan 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.

PRELIMINARY NOT FOR CONSTRUCTION

Randall C. Haglund

License No: 19576

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SITE PLAN SUBMITTAL

01-03-2017

LANDFORM
From Site to Finish

105 South Fifth Avenue Tel: 612-252-9070
Suite 513 Fax: 612-252-9077
Minneapolis, MN 55401 Web: landform.net

FILE NAME C201NSS001.DWG

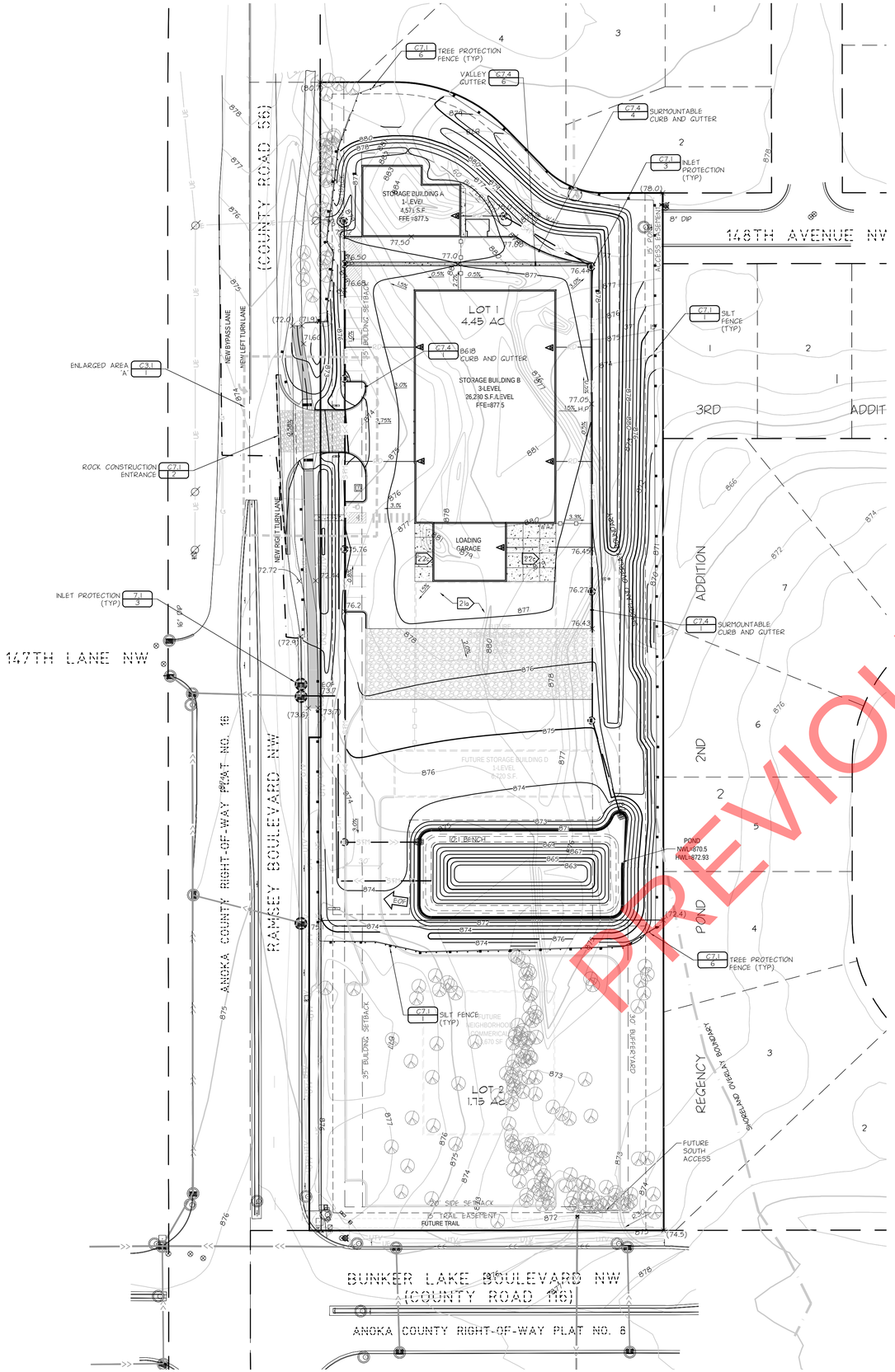
PROJECT NO. NSS16001

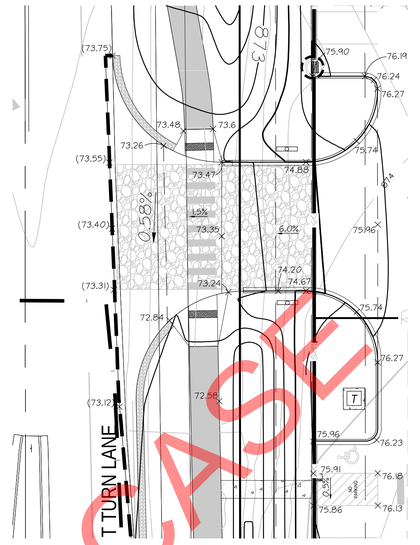
SITE PLAN

C2.1

SHEET NO. 3/15

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1 ENLARGED AREA 'A' 20 SCALE

PREVIOUS CASE

PREVIOUS

GENERAL NOTES

1. FOR CONSTRUCTION STAKING AND SURVEYING SERVICES CONTACT LANDFORM PROFESSIONAL SERVICES AT 612.252.9070.

EROSION PREVENTION AND SEDIMENT CONTROL NOTES

2. INSTALL PERIMETER SEDIMENT CONTROLS PRIOR TO BEGINNING WORK AND MAINTAIN FOR DURATION OF CONSTRUCTION. REMOVE CONTROLS AFTER AREAS CONTRIBUTING RUNOFF ARE PERMANENTLY STABILIZED AND DISPOSE OF OFF SITE.

3. LIMIT SOIL DISTURBANCE TO THE GRADING LIMITS SHOWN. SCHEDULE OPERATIONS TO MINIMIZE LENGTH OF EXPOSURE OF DISTURBED AREAS.

4. MANAGEMENT PRACTICES SHOWN ARE THE MINIMUM REQUIREMENT. INSTALL AND MAINTAIN ADDITIONAL CONTROLS AS WORK PROCEEDS TO PREVENT EROSION AND CONTROL SEDIMENT CARRIED BY WIND OR WATER.

5. EXCAVATE PONDS EARLY IN THE CONSTRUCTION SEQUENCE. REMOVE SEDIMENT FROM PONDS PERIODICALLY AND AFTER AREAS CONTRIBUTING RUNOFF ARE PERMANENTLY STABILIZED.

6. ALL EXPOSED SOIL AREAS MUST BE STABILIZED WITHIN 72 HOURS OF COMPLETION OF WORK IN EACH AREA.

7. SEED, SOD, MULCH AND FERTILIZER SHALL MEET THE FOLLOWING SPECIFICATIONS, AS MODIFIED.

ITEM	SPECIFICATION NUMBER
SOD	MNDOT 3878I
SEED	MNDOT 3876
MN TYPE 22-III @ 30.5 LB/AC - TEMPORARY EROSION CONTROL	
MN TYPE 25-151 @ 120 LB/AC - PERMANENT TURF	
MULCH (MNDOT TYPE I @ 2 TON/AC, DISC ANCHORED)	MNDOT 3882
FERTILIZER	MNDOT 3951
GENERAL PLACEMENT	MNDOT 2575

8. SEE LANDSCAPE SHEETS FOR PERMANENT TURF AND LANDSCAPE ESTABLISHMENT.

9. SCRAPE ADJACENT STREETS CLEAN DAILY AND SWEEP CLEAN WEEKLY.

GRADING NOTES

10. CONTACT UTILITY SERVICE PROVIDERS FOR FIELD LOCATION OF SERVICES 72 HOURS PRIOR TO BEGINNING GRADING.

11. REMOVE TOPSOIL FROM GRADING AREAS AND STOCKPILE SUFFICIENT QUANTITY FOR REUSE. MATERIALS MAY BE MINED FROM LANDSCAPE AREAS FOR USE ON SITE AND REPLACED WITH EXCESS ORGANIC MATERIAL WITH PRIOR OWNER APPROVAL.

12. REMOVE SURFACE AND GROUND WATER FROM EXCAVATIONS. PROVIDE INITIAL LIFTS OF STABLE FOUNDATION MATERIAL IF EXPOSED SOILS ARE WET AND UNSTABLE.

13. ROUGH GRADE BUILDING PAD TO 12 INCHES BELOW FINISHED FLOOR ELEVATION (877.5).

14. REFER TO STRUCTURAL SPECIFICATIONS FOR EARTHWORK REQUIREMENTS FOR BUILDING PADS.

15. AN INDEPENDENT TESTING FIRM SHALL VERIFY THE REMOVAL OF ORGANIC AND UNSUITABLE SOILS, SOIL CORRECTION, AND COMPACTION AND PROVIDE PERIODIC REPORTS TO THE OWNER.

16. PLACE AND COMPACT FILL USING LIFT THICKNESSES MATCHED TO SOIL TYPE AND COMPACTION EQUIPMENT TO OBTAIN SPECIFIED COMPACTION THROUGHOUT THE LIFT.

17. COMPACT COHESIVE SOILS IN PAVED AREAS TO 95% OF MAXIMUM DRY DENSITY, STANDARD PROCTOR (ASTM D698) EXCEPT THE TOP 3 FEET WHICH SHALL BE COMPACTED TO 100%. COMPACT TO 98% DENSITY WHERE FILL DEPTH EXCEEDS 10 FEET. THE SOILS SHALL BE WITHIN 3% OF OPTIMUM MOISTURE CONTENT. IN GRANULAR SOILS ALL PORTIONS OF THE EMBANKMENT SHALL BE COMPACTED TO NOT LESS THAN 95% OF MODIFIED PROCTOR DENSITY (ASTM D1557).

18. COORDINATE WITH ARCHITECTURAL FOR BUILDING STOOP LOCATIONS. SLOPES SHOWN ON ADJACENT WALKS AND PAVEMENTS SHOULD CONTINUE OVER STOOPS.

19. REFER TO DETAIL C7.4/1 FOR TOPSOIL REQUIRMENTS

PAVING NOTES

19. SPOT ELEVATIONS AT CURBLINES INDICATE FLOWLINES UNLESS NOTED OTHERWISE. SEE SHEET C4.1 FOR RIM ELEVATIONS OF CATCH BASINS.

20. GRADES BETWEEN PROPOSED SPOT ELEVATIONS SHALL BE CONTINUOUS AND NONVARIABLE. SPOT ELEVATIONS SHALL GOVERN OVER CONTOUR LINES.

21. PAVING SECTIONS (PRELIMINARY)
   a. BITUMINOUS PAVING (LIGHT DUTY)
      1.5-INCH BITUMINOUS WEAR (MNDOT 2360, SPWEA240B)
      TACK COAT (MNDOT 2357)
      2.5-INCH BITUMINOUS BASE (MNDOT 2360, SPNWB230B)
      10-INCH AGGREGATE BASE (MNDOT 3138, CLASS 5)
      COMPACTED SUBSOIL

22. CONCRETE JOINTS
   INSTALL JOINTS AS SHOWN AND ALIGN ACROSS SIDEWALKS, CURBS, AND PAVEMENT, PAYING ATTENTION TO SPACING OF EXPANSION JOINTS. JOINT SPACING SHALL BE AS FOLLOWS:
   a. TOOLED JOINTS: DIVIDE PANELS INTO NOMINALLY EQUAL AREAS UNLESS SHOWN OTHERWISE.
   b. EXPANSION JOINTS: SIDEWALKS - 40 FEET MAX.; CURBS - 60 FEET MAX.; PAVEMENT: 80 FEET MAX.; ADJACENT TO BUILDING FOUNDATIONS AND STOOPS.
   c. CONTRACTION JOINTS: SIDEWALKS - 8 TO 10 FEET; CURBS AND APRONS - 12 TO 15 FEET.

NPDES AREA SUMMARY

LOT 1	EXISTING	PROPOSED	ULTIMATE
PERVIOUS	4.45 ACRES	2.5 ACRES	2.05 ACRES
IMPERVIOUS	0.0 ACRES	1.95 ACRES	2.4 ACRES
TOTAL	4.45 ACRES	4.45 ACRES	4.45 ACRES

LOT 2	EXISTING	PROPOSED	ULTIMATE
PERVIOUS	1.75 ACRES	1.75 ACRES	0.65 ACRES
IMPERVIOUS	0.0 ACRES	0.0 ACRES	1.1 ACRES
TOTAL	1.75 ACRES	1.75 ACRES	1.75 ACRES

LEGEND

SYMBOL	DESCRIPTION	ESTIMATED QUANTITY
	:INLET PROTECTION	11 EACH
	:SILT FENCE	1,760 FEET
	:TREE FENCE	550 FEET
	:VEHICLE TRACKING PAD	1 EACH
	:PAVEMENT SAWCUT	
	:CONSTRUCTION LIMITS	
	:GATE	
EOR X 000.0	:DENOTES EMERGENCY OVERFLOW	
	:DENOTES ROOF DRAIN LOCATION	

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0 50 100

DEVELOPER

NATIONAL SELF-STORAGE, LLC
2827 107TH AVENUE
BLAINE, MN 55449

MUNICIPALITY

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03 JAN 2017	SITE PLAN SUBMITTAL	XXX

PROJECT MANAGER REVIEW

BY XX DATE XX.XX.XXXX

CERTIFICATION

I hereby certify that this plan 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.

Randall C. Haglund
License No. 18578

Signature shown on the original. Each print of original, Wet signed copy of this plan on file at Landform Professional Services, LLC office and is available upon request.

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SITE PLAN SUBMITTAL
01-03-2017

LANDFORM
From Site to Finish

105 South Fifth Avenue
Suite 513
Minneapolis, MN 55401

Tel: 612-252-9070
Fax: 612-252-9077
Web: landform.net

FILE NAME C301KRZ001.DWG

PROJECT NO. NSS16001

GRADING PLAN

C3.1

SHEET NO. 5/15

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NPDES PERMIT AND SWPPP COMPONENTS

1. **THE CURRENT MN NPDES PERMIT DATED AUGUST 1, 2013 IS REFERENCED IN THIS DOCUMENT AS THE PERMIT.**

   THE SWPPP INCLUDES THE FOLLOWING COMPONENTS:
   - ∂ CONSTRUCTION DOCUMENTS PREPARED BY LANDFORM
   - ∂ STORMWATER MANAGEMENT PLAN/NARRATIVE
   - ∂ MAINTENANCE PLAN FOR PERMANENT STORMWATER BMPS

SITE EVALUATION/ASSESSMENT/PLANNING

1. CONTACT INFORMATION/RESPONSIBLE PARTIES
   THE OPERATOR SHALL HAVE PRIMARY RESPONSIBILITY AND SIGNIFICANT AUTHORITY FOR THE DEVELOPMENT, IMPLEMENTATION, MAINTENANCE, INSPECTION AND AMENDMENTS TO THE APPROVED SWPPP. DUTIES INCLUDE BUT ARE NOT LIMITED TO:
   - ∂ ENSURING FULL COMPLIANCE WITH THE SWPPP AND THE PERMIT
   - ∂ IMPLEMENTING ALL ELEMENTS OF THE SWPPP, INCLUDING BUT NOT LIMITED TO:
     - ∂∂ IMPLEMENTING PROMPT AND EFFECTIVE EROSION AND SEDIMENT CONTROL MEASURES
     - ∂∂ IMPLEMENTING ALL NON-STORM WATER MANAGEMENT, AND GOOD HOUSEKEEPING BMPS ENSURING THAT NO MATERIALS OTHER THAN STORM WATER ARE DISCHARGED IN QUANTITIES, WHICH WILL HAVE AN ADVERSE EFFECT ON RECEIVING WATERS OR STORM DRAIN SYSTEMS, ETC.
   - ∂ CONDUCTING ROUTINE INSPECTIONS AND MAINTENANCE
   - ∂ ENSURING ELIMINATION OF ALL UNAUTHORIZED DISCHARGES
   - ∂ COORDINATING TO ASSURE ALL OF THE NECESSARY CORRECTIONS/REPAIRS ARE MADE IMMEDIATELY, AND THAT THE PROJECT COMPLIES WITH THE SWPPP, THE PERMIT, AND APPROVED PLANS AT ALL TIMES.

STORMWATER POLLUTION PREVENTION MANAGEMENT MEASURES

1. **OWNER/OPERATOR MUST DEVELOP POLLUTION PREVENTION MANAGEMENT MEASURES, IMPLEMENT GOOD HOUSEKEEPING BMPS, MUST FOLLOW ALL APPLICABLE FEDERAL, STATE, AND LOCAL BUILDING CODES, OCCUPATIONAL SAFETY AND HEALTH ACT (OSHA), AND THE GENERAL CONDITIONS AND GENERAL REQUIREMENTS OF THE CONSTRUCTION CONTRACT.**
2. THE OPERATOR SHALL MINIMIZE THE EXPOSURE TO STORMWATER OF ANY OF THE PRODUCTS, MATERIAL, OR WASTES STORED ON SITE.
3. BUILDING PRODUCTS THAT HAVE THE POTENTIAL TO LEACH POLLUTANTS MUST BE UNDER COVER.
4. CHEMICALS AND LANDSCAPE MATERIALS SHALL BE UNDER COVER TO PREVENT THE DISCHARGE OF POLLUTANTS.
5. OPERATOR TO TRACK PROGRESS OF THE FOLLOWING ITEMS ON SITE MAPS:
   - ∂ PORTABLE TOILETS
   - ∂ MATERIAL STORAGE AREAS
   - ∂ VEHICLE AND EQUIPMENT FUELING AND MAINTENANCE AREAS
   - ∂ CONCRETE WASHOUTS
   - ∂ PAINT AND STUCCO WASHOUTS
   - ∂ DUMPSTERS OR OTHER TRASH AND DEBRIS CONTAINERS
   - ∂ SPILL KITS
   - ∂ STOCKPILES
   - ∂ ANY OTHER NON-STRUCTURAL NON-STORM WATER MANAGEMENT BMPS
   - ∂ ANY TEMPORARILY REMOVED STRUCTURAL BMPS
   - ∂ ANY CHANGES TO THE STRUCTURAL BMPS
6. SOLID WASTE: COLLECTED SEDIMENT, ASPHALT AND CONCRETE MILLINGS, FLOATING DEBRIS, PAPER, PLASTIC, FABRIC, CONSTRUCTION AND DEMOLITION DEBRIS AND OTHER WASTES MUST BE DISPOSED OF PROPERLY AND MUST COMPLY WITH MPCA DISPOSAL REQUIREMENTS.
7. HAZARDOUS WASTE: OIL, GASOLINE, PAINT AND ANY HAZARDOUS SUBSTANCES MUST BE PROPERLY STORED, INCLUDING SECONDARY CONTAINMENT, TO PREVENT SPILLS, LEAKS OR OTHER DISCHARGE. RESTRICTED ACCESS TO STORAGE AREAS MUST BE PROVIDED TO PREVENT VANDALISH. STORAGE AND DISPOSAL OF HAZARDOUS WASTE OR MATERIALS MUST BE IN COMPLIANCE WITH MINN. R. CH. 7045 INCLUDING SECONDARY CONTAINMENT AS APPLICABLE.
8. PORTABLE TOILETS MUST BE POSITIONED SO THAT THEY ARE SECURE AND WILL NOT BE TIPPED OR KNOCKED OVER.
9. CONCRETE AND OTHER WASHOUT WASTE: OPERATOR MUST PROVIDE EFFECTIVE CONTAINMENT FOR ALL LIQUID AND SOLID WASTES GENERATED BY WASHOUT OPERATIONS. THE LIQUID AND SOLID WASTES MUST NOT CONTACT THE GROUND, AND THE CONTAINMENT MUST BE DESIGNED SO THAT IT DOES NOT RESULT IN RUNOFF FROM THE WASHOUT OPERATIONS OR AREAS. LIQUID AND SOLID WASTES MUST BE DISPOSED OF PROPERLY AND IN COMPLIANCE WITH MPCA RULES. A SIGN MUST BE INSTALLED ADJACENT TO EACH WASHOUT FACILITY THAT REQUIRES SITE PERSONNEL TO UTILIZE THE PROPER FACILITES FOR DISPOSAL OF CONCRETE AND OTHER WASHOUT WASTES.
10. EXTERNAL VEHICLE WASHING: EXTERNAL WASHING OF TRUCKS AND OTHER CONSTRUCTION VEHICLES MUST BE LIMITED TO A DEFINED AREA OF THE SITE. RUNOFF MUST BE CONTAINED AND WASTE PROPERLY DISPOSED OF. NO ENGINE DEGREASING IS ALLOWED ON SITE.

SWPPP CONTACT AND TRAINING INFORMATION

1. OWNER:
   NATIONAL SELF STORAGE
   ATTN: TROY HALVERSON
   2827 107TH AVENUE
   BLAINE, MN 55449
   763-898-7212
   T.HALVER2@AOL.COM
2. OPERATOR:
   TO BE DETERMINED. CONTACT OWNER UNTIL CONTRACTOR IS SELECTED.
3. LONG TERM MAINTENANCE AND OPERATION:
   NATIONAL SELF STORAGE
   TROY HALVERSON
   2827 107TH AVENUE
   BLAINE, MN 55449
   763-898-7212
   T.HALVER2@AOL.COM
4. SWPPP DESIGNER:
   RANDY HEDLUND, P.E.
   LANDFORM PROFESSIONAL SERVICES
   105 SOUTH FIFTH AVENUE, SUITE 513
   MINNEAPOLIS, MN 55401
   612-252-9070
   RHEDLUND@LANDFORM.NET
   CERTIFICATION: U OF MN, DESIGN OF CONSTRUCTION SWPPP, EXP. MAY 31, 2019
5. SWPPP INSPECTOR/MANAGER:
   FRED VOLZ, LANDFORM PROFESSIONAL SERVICES
   105 SOUTH FIFTH AVENUE, SUITE 513
   MINNEAPOLIS, MN 55401
   612-252-9070
   FVOLZ@LANDFORM.NET
   CERTIFICATION: U OF MN, DESIGN OF CONSTRUCTION SWPPP, EXP. 2018
6. BMP INSTALLATION AND REPAIR:
   TO BE DETERMINED. CONTACT OWNER UNTIL BMP INSTALLER AND MAINTAINER IS SELECTED.
   CERTIFICATION: , EXP.

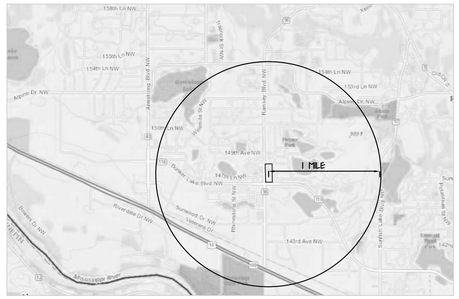
DESCRIPTION OF CONSTRUCTION ACTIVITY

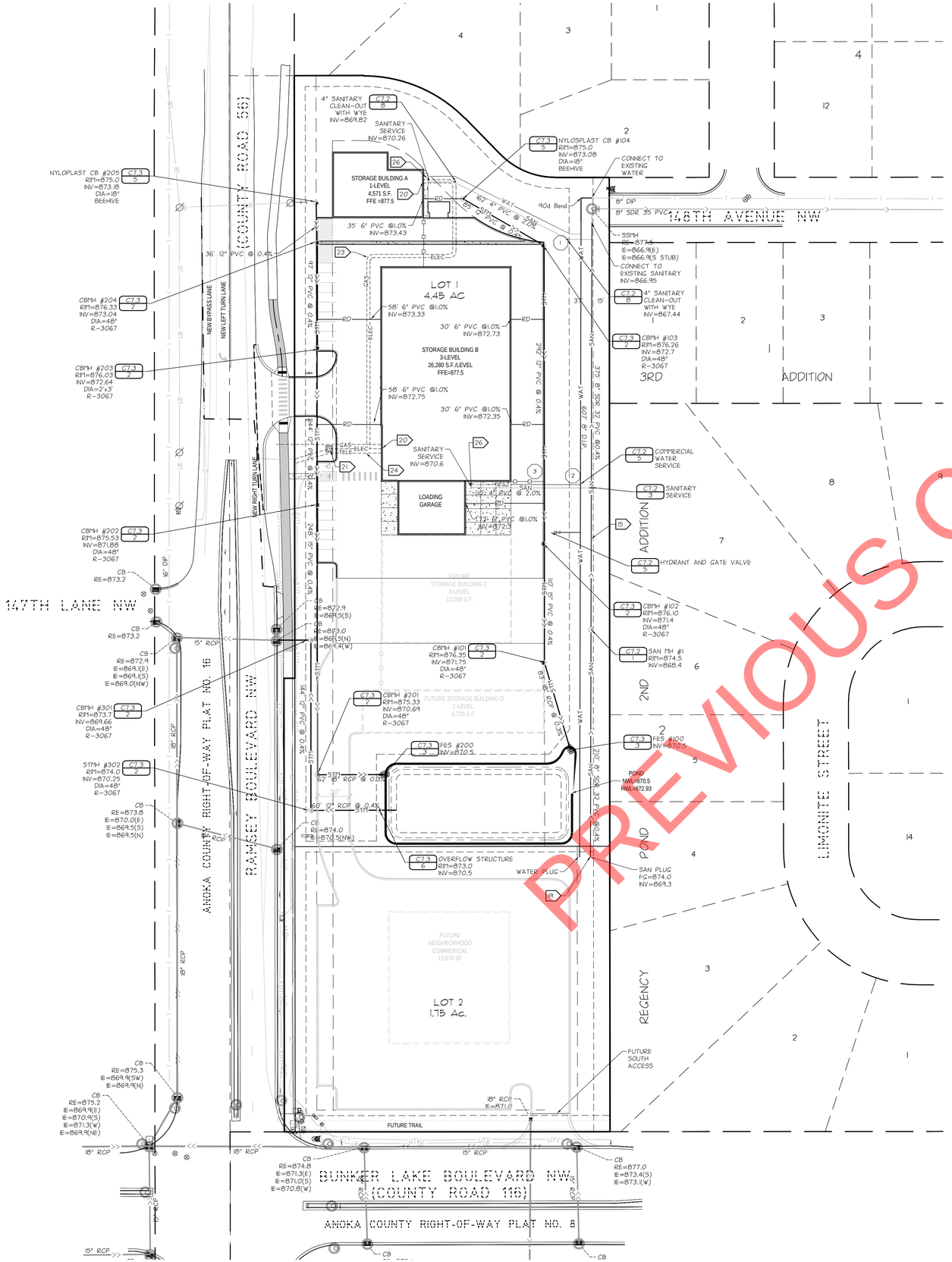
1. CONSTRUCTION ACTIVITY INCLUDES EORSION AND SEDIMENT CONTROL BMPS INSTALLATION, CLEARING AND GRUBBING, SITE GRADING, UTILITY INSTALLATION, BUILDING CONSTRUCTION, PAVING, AND LANDSCAPING.

SCHEDULE OF BMP INSTALLATION AND CONSTRUCTION ACTIVITY

1. INSTALL PERIMETER SEDIMENT CONTROL BMPS PRIOR TO START OF OTHER SITE WORK. REFER TO GRADING, DRAINAGE, PAVING AND EROSION CONTROL SHEET(S) FOR INITIAL LOCATIONS OF BMPS.
2. CONSTRUCT PERMANENT SEDIMENTATION BASINS PRIOR TO UPLAND DISTURBANCE. INSTALL PERIMETER SEDIMENT CONTROL BMPS AROUND NORMAL WATER LEVEL.
3. STABILIZE OUTLETS FROM PERMANENT SEDIMENTATION BASINS.
4. PERFORM WORK IN PHASES TO MINIMIZE DISTURBED AREA AT ANY ONE TIME.
5. STRIP TOPSOIL FROM AREAS TO BE DISTURBED AND STOCKPILE WITH PERIMETER SEDIMENT CONTROL BMPS. PROVIDE STABLIZATION IF LEFT LONGER THAN 14 DAYS.
6. ROUGH GRADE SITE.
7. INSTALL UTILITIES.
8. FINAL GRADE PAVEMENT AREAS AND COMPACT SUBGRADE.
9. LAY DOWN PAVEMENT AGGREGATE AND COMPACT.
10. INSTALL CURB AND GUTTER. BACKFILL AFTER A MINIMUM OF THREE DAYS.
11. CONSTRUCT BUILDING/ADDITION AND SITE FEATURES.
12. CONSTRUCT SITE WALKS AND PATIOS.
13. PROVIDE FINAL STABILIZATION.
14. CONNECT NURP POND TO STORM SEWER INLETS.
15. REMOVE TEMPORARY BMPS.

WATERS WITHIN ONE MILE OF SITE


1 MILE
159th Ln NW
155th Ln NW
154th Ln NW
153rd Ln NW
150th Ln NW
149th Ave NW
147th Ln NW
146th Ave NW
143rd Ave NW
Alpine Dr NW
Alpine Ct NW
Alpine Cir NW
Alpine Trl NW
Alpine Blvd NW
Alpine Ln NW
Alpine Pl NW
Alpine Ter NW
Alpine Way NW
Alpine Curve NW
Alpine Path NW
Alpine Ridge NW
Alpine Crossing NW
Alpine Crossing Blvd NW
Alpine Crossing Cir NW
Alpine Crossing Ln NW
Alpine Crossing Pl NW
Alpine Crossing Ter NW
Alpine Crossing Way NW
Alpine Crossing Curve NW
Alpine Crossing Path NW
Alpine Crossing Ridge NW
Alpine Crossing Trl NW
Alpine Crossing Ct NW
Alpine Crossing Dr



PREVIOUS CASE

GENERAL NOTES

1. FOR CONSTRUCTION STAKING AND SURVEYING SERVICES CONTACT LANDFORM PROFESSIONAL SERVICES AT 612.252.9070.

UTILITY NOTES

2. PIPE MATERIALS

WATERMAIN	6–8" DIP CLASS 52
WATER SERVICE	1" COPPER TYPE K (ASTM B88) (BUILDING A) 6" FIRE SERVICE (BUILDING B)
SANITARY SEWER	PVC SDR 35
SAN. SEWER SERVICE	PVC SDR 35, SDR 26, SCHEDULE 40
STORM SEWER	RCP 12"–18" CLASS 5 (ASTM C76) PVC 12–15"

3. CONTACT UTILITY SERVICE PROVIDERS FOR FIELD LOCATION OF SERVICES 72 HOURS PRIOR TO BEGINNING.
4. CONTRACTOR TO FIELD VERIFY LOCATION AND ELEVATION OF ALL UTILITY POINTS OF CONNECTION PRIOR TO CONSTRUCTION OF ANY PROPOSED UTILITIES. CONTRACTOR TO NOTIFY ENGINEER IMMEDIATELY IF THERE IS ANY DISCREPANCY.
5. CONTRACTOR TO POTHOLE ALL UTILITY CROSSINGS PRIOR TO CONSTRUCTION OF NEW UTILITIES TO VERIFY DEPTHS OF EXISTING LINES. CONTACT ENGINEER IMMEDIATELY IF ANY CONFLICTS ARE DISCOVERED.
6. PROVIDE MEANS AND MEASURES TO PROTECT ADJACENT PROPERTY FROM DAMAGE DURING UTILITY INSTALLATION.
7. PIPE LENGTHS SHOWN ARE FROM CENTER OF STRUCTURE TO CENTER OF STRUCTURE OR END OF END SECTION.
8. INSTALL TRACER WIRE WITH ALL NON-CONDUCTIVE UTILITIES.
9. CONNECT TO CITY UTILITIES IN ACCORDANCE WITH CITY OF RAMSEY STANDARDS.
10. CONTACT CITY OF RAMSEY PUBLIC WORKS FOR WET TAP INSPECTION.
11. MAINTAIN 7.5 FEET OF COVER ON WATER.
12. DEFLECT WATER TO MAINTAIN 18-INCH MINIMUM OUTSIDE SEPARATION AT SEWER CROSSINGS. CENTER PIPE LENGTHS TO PROVIDE GREATEST SEPARATION BETWEEN JOINTS.
13. CONTACT GRANT RIEMER, CITY OF RAMSEY PUBLIC WORKS DEPARTMENT, AT 763-433-9863 FOR FLUSHING AND PRESSURE TEST INSPECTIONS.
14. THE WATER DISTRIBUTION SYSTEM SHALL BE DISINFECTED PER MINNESOTA RULES, PART 4715.2250.
15. PROVIDE 4-INCH RIGID FOAM (ASTM D1621) INSULATION ON SANITARY SEWER LESS THAN 8 FEET DEEP. SEE DETAIL C7.2/4
16. ALL PORTIONS OF THE STORM SEWER SYSTEM, LOCATED WITHIN 10 FEET OF THE BUILDING OR WATER SERVICE LINE MUST BE TESTED IN ACCORDANCE WITH MINNESOTA RULES, PART 4715.2820.
17. ALL JOINTS AND CONNECTIONS IN THE STORM SEWER SYSTEM SHALL BE GASTIGHT OR WATER TIGHT. APPROVED RESILIENT RUBBER JOINTS MUST BE USED TO MAKE WATERTIGHT CONNECTIONS TO MANHOLES, CATCH BASINS, AND OTHER STRUCTURES.
18. CATCH BASINS IN CURB AND GUTTER ARE SUMPED 2 INCHES BELOW THE GUTTER GRADE. REFER TO DETAIL B ON SHEET C7.2.
19. EXTEND INSULATION 4' BEYOND PLUG
20. COORDINATE WITH PRIVATE UTILITIES TO PROVIDE ELECTRIC, NATURAL GAS, AND COMMUNICATIONS SERVICES TO BUILDING.
21. THE PRIMARY ELECTRIC FEED, TRANSFORMER, AND METER ARE PROVIDED AND INSTALLED BY CONEXUS ENERGY. THE TRANSFORMER PAD DESIGN IS PROVIDED BY THE UTILITY AND CONSTRUCTION IS BY THE CONTRACTOR. CONTACT UTILITY FOR PAD DETAIL. THE SECONDARY ELECTRIC AND CONDUITS SHALL BE INSTALLED BY THE ELECTRICAL CONTRACTOR.
22. SEE ELECTRICAL SITE PLAN FOR ADDITIONAL INFORMATION.
23. CENTER POINT WILL FURNISH AND INSTALL GAS SERVICE PIPING FROM THE MAINLINE TO THE METER. GAS SERVICE FROM THE METER SHALL BE INSTALLED BY THE MECHANICAL CONTRACTOR.
24. COORDINATE TELEPHONE WITH CENTURY LINK TO PROVIDE TELEPHONE SERVICE. CONTRACTOR TO PROVIDE AND INSTALL A 4" PVC CONDUIT WITH PULL STRING, SWEEPING BENDS ONLY (NO 90 DEGREE BENDS), FROM PROPERTY LINE TO THE BUILDING.
25. PROVIDE CONDUITS FOR CABLE TELEVISION AND OTHER ELECTRONIC COMMUNICATION.
26. COORDINATE WITH MECHANICAL, PLUMBING, AND ELECTRICAL DRAWINGS FOR LOCATIONS OF SERVICE CONNECTIONS AND CONTINUATION OF SERVICES WITHIN BUILDING.
27. COMPACT COHESIVE SOILS IN PAVED AREAS TO 95% OF MAXIMUM DRY DENSITY, STANDARD PROCTOR (ASTM D698) EXCEPT THE TOP 3 FEET WHICH SHALL BE COMPACTED TO 100%. COMPACT TO 98% DENSITY WHERE FILL DEPTH EXCEEDS 10 FEET. THE SOILS SHALL BE WITHIN 3% OF OPTIMUM MOISTURE CONTENT. IN GRANULAR SOILS ALL PORTIONS OF THE EMBANKMENT SHALL BE COMPACTED TO NOT LESS THAN 95% OF MODIFIED PROCTOR DENSITY (ASTM D1557).
28. ADJUST STRUCTURES TO FINAL GRADE WHERE DISTURBED. COMPLY WITH REQUIREMENTS OF UTILITY. MEET REQUIREMENTS FOR TRAFFIC LOADING IN PAVED AREAS.

UTILITY CROSSINGS

1. CROSSING 1
   SANITARY SEWER SERVICE TOP.=867.5
   WATERMAIN BOT=870.37
2. CROSSING 2
   SANITARY SEWER SERVICE TOP.=868.4
   WATERMAIN BOT=870.37
3. CROSSING 3
   STORM SEWER INV.=871.64
   SANITARY SERVICE TOP=869.06
   WATER SERVICE TOP =869.1

Know what's Below. Call before you dig.

NORTH

0 50 100

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DEVELOPER

NATIONAL SELF-STORAGE, LLC
2827 107TH AVENUE
BLAINE, MN 55449

MUNICIPALITY

City of RAMSEY

PROJECT

REGENCY COMMONS
RAMSEY, MN

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C3.2	SWPPP NOTES
C4.1	UTILITIES
C7.1	CIVIL CONSTRUCTION DETAILS
C7.2	CIVIL CONSTRUCTION DETAILS
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L7.1	LANDSCAPE DETAILS

ISSUE / REVISION HISTORY

CONTACT ENGINEER FOR ANY PRIOR HISTORY

DATE	ISSUE / REVISION	REVIEW
03 JAN 2017	SITE PLAN SUBMITTAL	XXX

PROJECT MANAGER REVIEW

BY XX DATE XX.XX.XXXX

CERTIFICATION

I hereby certify that this plan 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.

PRELIMINARY NOT FOR CONSTRUCTION

Randall C. Neufurd
License No: 19576

Signature shown is a facsimile. Date of original. Wet signed copy of this plan on file at Landform Professional Services, LLC office and is available upon request.

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SITE PLAN SUBMITTAL
01-03-2017

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From Site to Finish

105 South Fifth Avenue
Suite 513
Minneapolis, MN 55401

Tel: 612-252-9070
Fax: 612-252-9077
Web: landform.net

FILE NAME C401NSS001.DWG

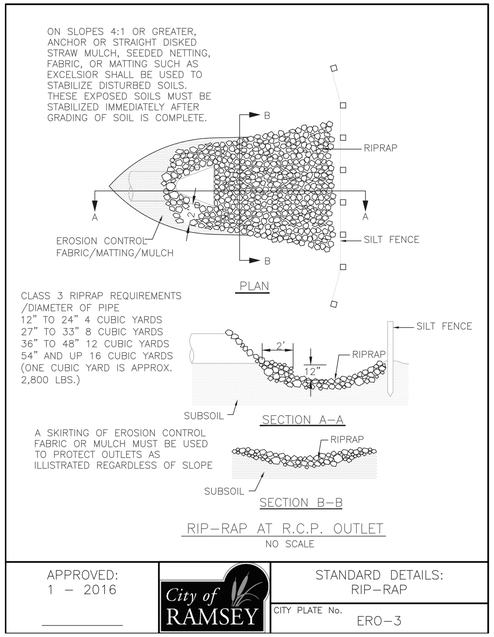
PROJECT NO. NSS16001

UTILIY PLAN

C4.1

SHEET NO. 6/15

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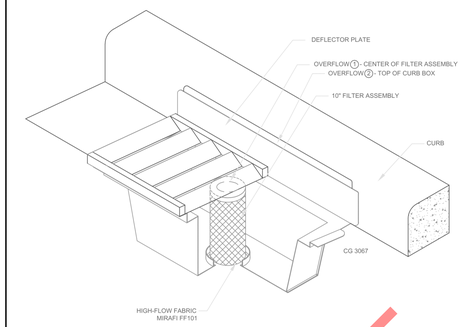
RIP–RAP AT R.C.P. OUTLET

NO SCALE

APPROVED: 1 – 2016	City of RAMSEY	STANDARD DETAILS: RIP–RAP
		CITY PLATE No. ERO–3

5 RIP RAP

NO SCALE



INLET PROTECTION – WIMCO OR EQUAL

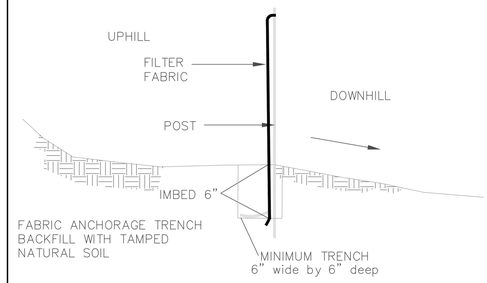
N.T.S.

NOTE:
THIS INLET PROTECTION SHALL BE USED IMMEDIATELY FOLLOWING CURB & GUTTER CONSTRUCTION. INLET PROTECTION SHALL REMAIN INSTALLED AND MAINTAINTED UNTIL ALL HOME CONSTRUCTION IS COMPLETE.

APPROVED: 1 – 2016	City of RAMSEY	STANDARD DETAILS: INLET PROTECTION
		CITY PLATE No. ERO–2

3 INLET PROTECTION

NO SCALE



INSTALL AS PER FILTER FABRIC MANUFACTURER'S RECOMMENDATIONS

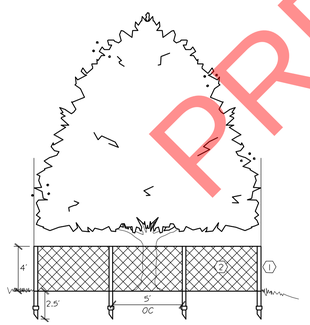
SILT FENCE DETAIL

NO SCALE

APPROVED: 1 – 2016	City of RAMSEY	STANDARD DETAILS: SILT FENCE
		CITY PLATE No. ERO–1

1 SILT FENCE

NO SCALE



INSTALL TREE PROTECTION DEVICES PRIOR TO START OF LAND DISTURBANCE. MAINTAIN UNTIL FINAL LANDSCAPE IS INSTALLED.

① 6.5' STEEL T–POST, 1.25 lb/LF, POSITION AT DRIPLINE.

② ORANGE, POLYETHYLENE SAFETY NETTING. THREE TIES PER POST.

6 TREE PROTECTION

NO SCALE

NOTE:
1. INSTALLATION OF 4" OF TOPSOIL MEETING MNDOT SPECIFICATION 3877A COMMON TOPSOIL BORROW, MAY BE REQUIRED ACROSS ALL DISTURBED AREAS.
2. A SOIL CERTIFICATION FROM A GEOTECHNICAL FIRM MUST BE PROVIDED VERIFYING THE TOPSOIL MEETS SPECIFICATION ALONG WITH LOAD TICKETS TO VERIFY THE SOURCE OF MATERIAL AND QUANTITY.
3. TOPSOIL MUST COME FROM A CITY APPROVED SOURCE.

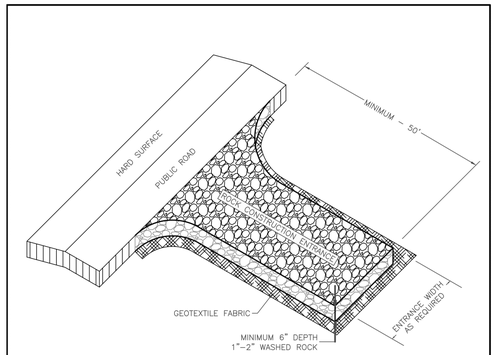
MNDOT 2016 SPEC

MNDOT 2016 SPEC TABLE 3877–1 COMMON TOPSOIL BORROW		
REQUIREMENT	RANGE	TEST METHOD
MATERIAL PASSING THE 3/4 IN [19MM]	100%	ASTM D 422
MATERIAL PASSING NO. 4 [4.75MM]	≥85%	–
CLAY	5% – 35%	ASTM D 422
SILT	5% – 70%	ASTM D 422
SAND	10% – 75%	ASTM D 422
ORGANIC MATTER	3% – 15%	ASTM D 2974
pH	6.1–7.8	ASTM G 51

APPROVED: 1 – 2016	City of RAMSEY	STANDARD DETAILS: TOPSOIL REQUIREMENTS
		CITY PLATE No. ERO–6

4 TOPSOIL REQUIREMENTS

NO SCALE



NOTE:
1. MINIMUM CONSTRUCTION ENTRANCE WIDTH EQUAL TO PROPOSED ROADWAY WIDTH.
2. WIDTH OF RADIUS AS REQUIRED TO ENSURE VEHICLES DO NOT TRACK ONTO PUBLIC ROAD.
3. MAINTAINENCE AS REQUIRED TO PREVENT TRACKING ONTO PUBLIC ROADS. THIS MAY REQUIRE TOP DRESSING WITH ADDITIONAL ROCK OR REMOVAL AND REINSTALLATION OF THE ENTRANCE AS NEEDED.

NOT TO SCALE

APPROVED: 1 – 2016	City of RAMSEY	STANDARD DETAILS: ROCK CONSTRUCTION ENTRANCE
		CITY PLATE No. ERO–5

2 ROCK CONSTRUCTION ENTRANCE

NO SCALE

PREVIOUS CASE

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2827 107TH AVENUE
BLAINE, MN 55449

MUNICIPALITY

City of RAMSEY

PROJECT

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RAMSEY, MN

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DATE	ISSUE / REVISION	REVIEW
03 JAN 2017	SITE PLAN SUBMITTAL	XXX

PROJECT MANAGER REVIEW

BY XX DATE XX.XX.XXXX

CERTIFICATION

I hereby certify that this plan 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.

Randall C. Haaland

License No. 19576

PRELIMINARY NOT FOR CONSTRUCTION

Signature shown above is a facsimile of original. Wet signed copy of this plan on file with Landform Professional Services, LLC office and is available upon request.

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SITE PLAN SUBMITTAL

01-03-2017

LANDFORM
From Site to Finish

105 South Fifth Avenue
Suite 513
Minneapolis, MN 55401

Tel: 612-252-9070
Fax: 612-252-9077
Web: landform.net

FILE NAME C701NSS001.DWG

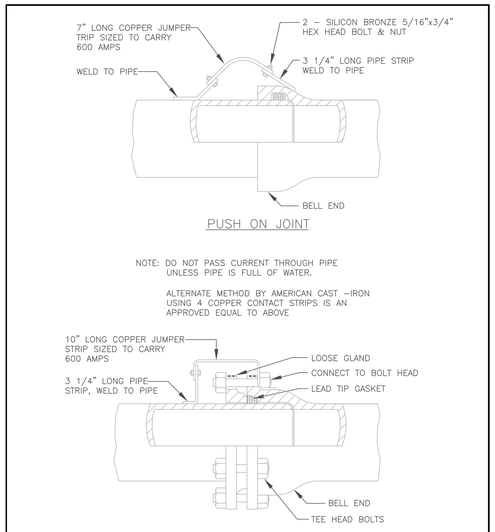
PROJECT NO. NSS16001

CIVIL CONSTRUCTION DETAILS

C7.1

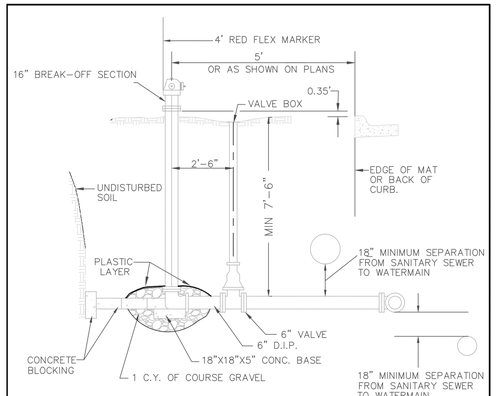
SHEET NO. 8/15

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APPROVED: 1 – 2016	City of RAMSEY	STANDARD DETAILS: JOINT CONNECTION
		CITY PLATE No. WAT–4

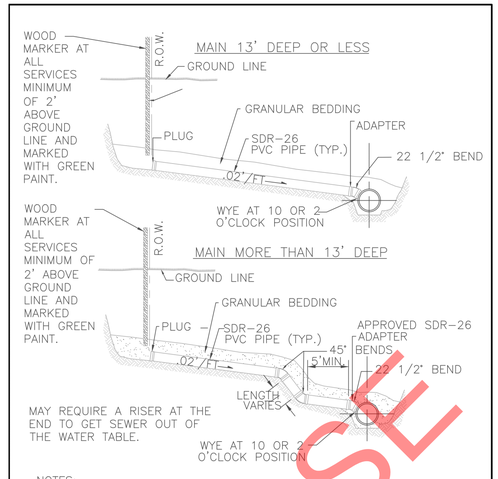
7 JOINT CONNECTION — NO SCALE



NOTES:
1. HYDRANTS TO BE ORDERED FOR 8'–0" BURY. IN AREAS OF EXTRA DEPTH ON THE WATERMAIN, HYDRANTS EXTENSIONS MAY BE REQUIRED.
2. HYDRANTS SHALL BE BLOCKED OR TIED TO THE TEE AT MAIN WITH 2–3/4" DIAMETER TIE RODS. ALL TIE RODS TO BE COAL TAR COATED AFTER INSTALLATION. RESTRAINED JOINT PIPE AND RETAINING GLANDS MAY BE USED.
3. TOP NUT OF HYDRANT 2.5' ABOVE TOP BACK OF CURB OR BITUMINOUS SURFACE.
4. HYDRANTS BURIED BELOW WATER TABLE, DRAIN HOLES NEED TO BE PLUGGED AND HYDRANT MARKED BY PAINTING 5" CAP YELLOW.
5. BRUSH PAINT ALL HYDRANTS AFTER INSTALLATION IS COMPLETE.

APPROVED: 4 – 2016	City of RAMSEY	STANDARD DETAILS: HYDRANT
		CITY PLATE No. WAT–1

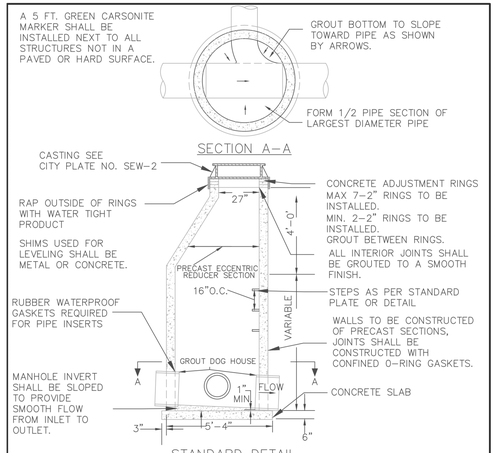
5 HYDRANT — NO SCALE



NOTES:
1. 10 GAGE SOLID COPPER TRACER WIRE IS REQUIRED WITH ALL SEWER LINES
2. CONDUCTIVITY IS REQUIRED ON ALL TRACER WIRE.
3. TRACER WIRE ARE TO END IN STRUCTURES, AT FINISHED GRADE ON ALL SERVICES AND STUBS.

APPROVED: 4 – 2016	City of RAMSEY	STANDARD DETAILS: SANITARY SEWER SERVICE
		CITY PLATE No. SEW–3

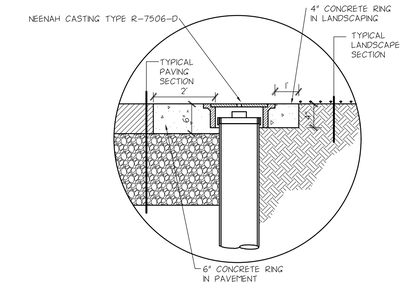
3 SANITARY SEWER SERVICE — NO SCALE

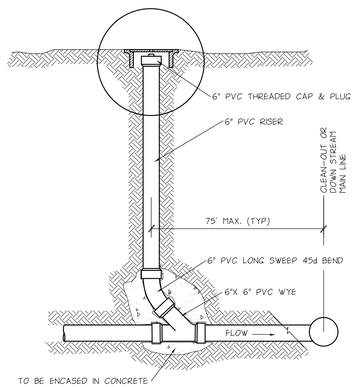


NOTES:
1. A 10 GAGE SOLID COPPER TRACER WIRE IS REQUIRED WITH ALL SEWER LINES.
2. CONDUCTIVITY IS REQUIRED ON ALL TRACER WIRE.
3. TRACER WIRES ARE TO END IN STRUCTURES, AT FINISHED GRADE ON ALL SERVICES AND STUBS.
4. 6" BASE FOR ALL MANHOLES LESS THAN 14 FT. OF DEPTH, INCREASE BASE THICKNESS 2" PER 6 FT. OF DEPTH BEYOND 14 FT.
5. 5" PRECAST BASE MAY BE USED FOR MANHOLES LESS THAN 14 FT. DEEP.
6. ALL INVERTS TO BE 0.10' ABOVE OUTLET.

APPROVED: 1 – 2016	City of RAMSEY	STANDARD DETAILS: SANITARY MANHOLE
		CITY PLATE No. SEW–1

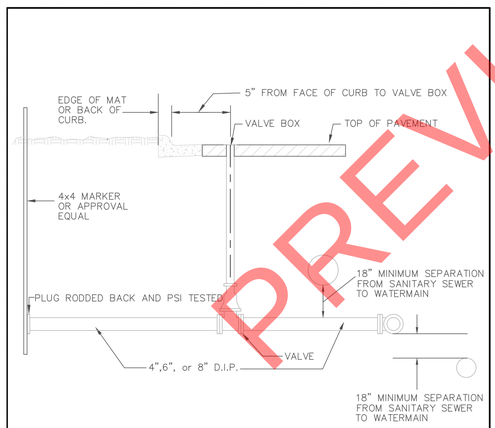
1 SANITARY MANHOLE — NO SCALE





–NOTES–
RISER PIPE SHALL BE EXTENDED ABOVE GROUND LEVEL INTIALLY & THEN IT MAY BE CUT BACK TO MATCH FINAL GRADE (BY OTHERS)
POSITION CLEAN–OUTS UPSTREAM OF BENDS, WHEN FEASIBLE.

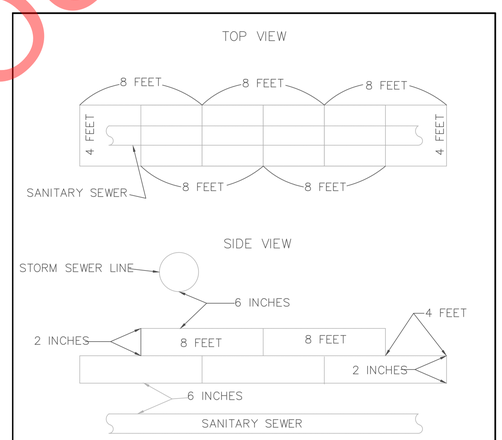
8 CLEAN-OUT STRUCTURE — NO SCALE



NOTES:
1.SHALL BE BLOCKED OR TIED TO THE MAIN WITH 2–3/4" DIAMETER TIE RODS. ALL TIE RODS TO BE COAL TAR COATED AFTER INSTALLATION. RESTRAINED JOINT PIPE AND RETAINING GLANDS MAY BE USED.

APPROVED: 1 – 2016	City of RAMSEY	STANDARD DETAILS: COMMERCIAL SERVICE
		CITY PLATE No. WAT–5

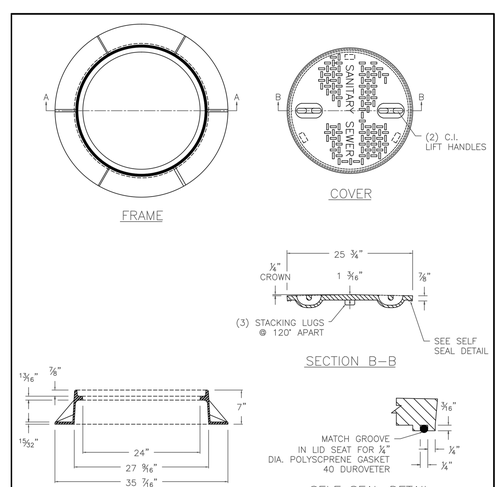
6 COMMERCIAL WATER SERVICE — NO SCALE



NOTES: 1) SHEETS ARE 2 INCHES BY 4 FEET BY 8 FEET
2) SURFACE PREPARATION SHALL BE SMOOTH AND ROCK FREE
3) JOINTS WILL BE OVERLAPPED BY 4 FEET
4) POLYSTYRENE INSULATION OR APPROVED EQUAL

APPROVED: 9 – 2011	City of RAMSEY	STANDARD DETAILS: SANITARY SEWER INSULATION
		CITY PLATE No. SEW–6

4 SANITARY SEWER INSULATION — NO SCALE



NOTE: NOT TO SCALE

APPROVED: 11 – 2015	City of RAMSEY	STANDARD DETAILS: WATER TIGHT CASTING
		CITY PLATE No. SEW–2

2 WATER TIGHT CASTING — NO SCALE

PREVIOUS CASE

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BLAINE, MN 55449

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City of RAMSEY

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RAMSEY, MN

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ISSUE / REVISION HISTORY
CONTACT ENGINEER FOR ANY PRIOR HISTORY

DATE	ISSUE / REVISION	REVIEW
03 JAN 2017	SITE PLAN SUBMITTAL	XXX

PROJECT MANAGER REVIEW
BY XX DATE XX.XX.XXXX

CERTIFICATION

I hereby certify that this plan 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.

PRELIMINARY NOT FOR CONSTRUCTION

Randall C. Haukaas
License No. 18578
Date

Signature shown is a facsimile. Original signature is on file with the author. Hard copy of original, Wet signed copy of this plan on file at Landform Professional Services, LLC office and is available upon request.

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01-03-2017

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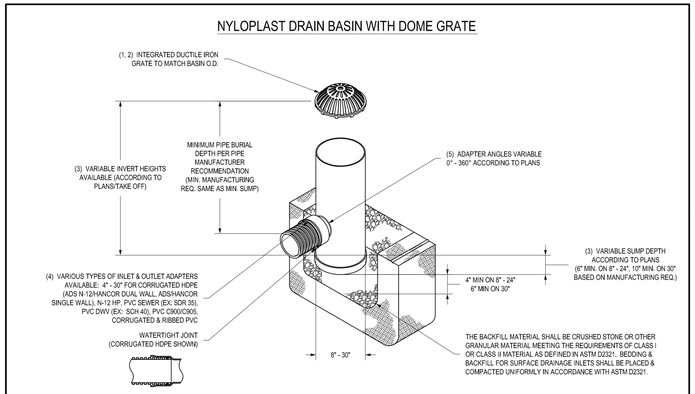
FILE NAME C702NSS001.DWG
PROJECT NO. NSS16001

CIVIL CONSTRUCTION DETAILS
C7.2

SHEET NO. 9/15

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NYLOPLAST DRAIN BASIN WITH DOME GRATE



1 - 6" - 30" DOME GRATES SHALL BE DUCTILE IRON PER ASTM A536 GRADE 70-50-05.
2 - 8" & 10" DOME GRATES FIT ONTO THE DRAIN BASINS WITH THE USE OF A PVC BODY TOP. SEE DRAWING NO. 7001-110-045.
3 - DRAIN BASIN TO BE CUSTOM MANUFACTURED ACCORDING TO PLAN DETAILS. RISERS ARE NEEDED FOR BASINS OVER 84" DUE TO SHIPPING RESTRICTIONS. SEE DRAWING NO. 7001-110-065.
4 - DRAINAGE CONNECTION STUB JOINT TIGHTNESS SHALL CONFORM TO ASTM D3212 FOR CORRUGATED HDPE (ADS N-12/HANCOR DUAL WALL), N-12 HP, & PVC SEWER (4" - 24").
5 - ADAPTERS CAN BE MOUNTED ON ANY ANGLE 0° TO 360°. TO DETERMINE MINIMUM ANGLE BETWEEN ADAPTERS SEE DRAWING NO. 7001-110-012.
6 - 8" - 30" DOME GRATES HAVE NO LOAD RATING.

THIS PRINT DISCLOSES SUBJECT MATTER IN WHICH NYLOPLAST HAS PROPRIETARY RIGHTS. THE RECEIPT OR POSSESSION OF THIS PRINT DOES NOT CONFER, TRANSFER, OR LICENSE THE USE OF THE DESIGN OR TECHNICAL INFORMATION SHOWN HEREIN. REPRODUCTION OF THIS PRINT OR ANY INFORMATION CONTAINED HEREIN, OR MANUFACTURE OF ANY ARTICLE HEREFROM, FOR THE DISCLOSURE TO OTHERS IS FORBIDDEN, EXCEPT BY SPECIFIC WRITTEN PERMISSION FROM NYLOPLAST.

DRAWN BY	EBC	MATERIAL	
DATE	03-25-10		
REVISED BY	CCA	PROJECT NO./NAME	
DATE	09-05-13		
DWG SIZE	A	SCALE 1:40	SHEET 1 OF 1

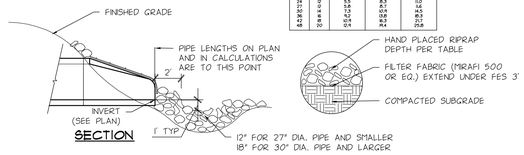
Nyloplast — 3128 VERONA AVE, BUFORD, GA 30518, PHN (770) 932-2443, FAX (770) 932-2496, www.nyloplast-us.com

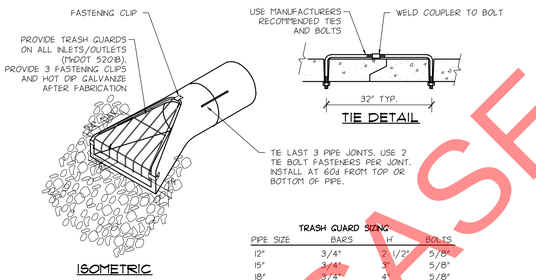
TITLE: DRAIN BASIN WITH DOME GRATE
QUICK SPEC INSTALLATION DETAIL
DWG NO. 7001-110-397 REV C

5 NYLOPLAST CATCHBASIN — NO SCALE

TABLE OF QUANTITIES
RIPRAP AT RCP OUTLETS

DIA. OF PIPE (IN)	LENGTH OF L (FT.)	CLASS II d50=6" 12" DEPTH RIPRAP (CU. YDS.)	CLASS III d50=9" 18" DEPTH RIPRAP (CU. YDS.)	CLASS IV d50=12" 24" DEPTH RIPRAP (CU. YDS.)
12	6	2.8	4.1	5.5
15	6	3.4	4.4	5.8
18	6	3.9	4.9	6.4
21	10	4.2	5.3	6.6
24	10	5.5	6.5	8.0
30	14	7.3	8.9	10.5
36	18	9.2	10.8	12.5
42	20	10.9	12.8	14.8
48	20	12.4	14.2	17.0

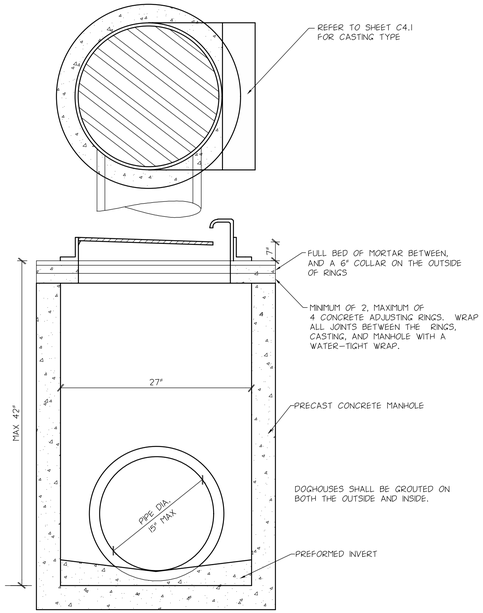




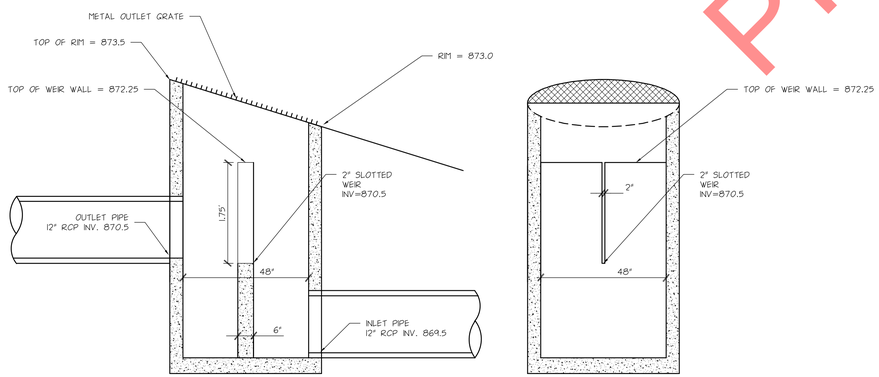
TRASH GUARD SIZING

PIPE SIZE	BARS	H	BOLTS
12"	3/4"	2 1/2"	5/8"
15"	3/4"	3"	5/8"
18"	3/4"	4"	5/8"
21"24"	1"	4"	3/4"
27"-36"	1"	6"	3/4"
42"	1"	8"	3/4"
48"-54"	1 1/4"	6"	1"
60"-72"	1 1/4"	7"	1"
78"-90"	1 1/4"	8"	1"

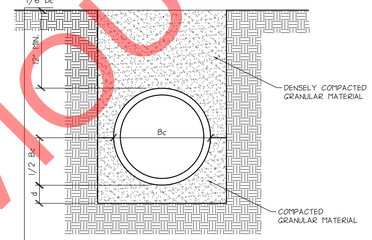
3 FLARED END SECTION AND TRASH GUARD WITH RIP RAP — NO SCALE



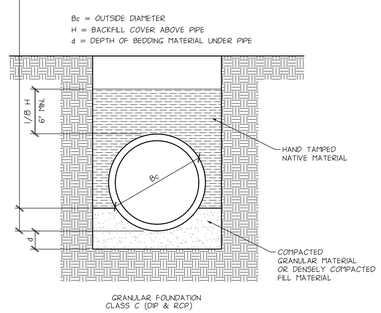
1 27" STORM SEWER CATCH BASIN — NO SCALE



6 OUTLET CONTROL STRUCTURE — NO SCALE

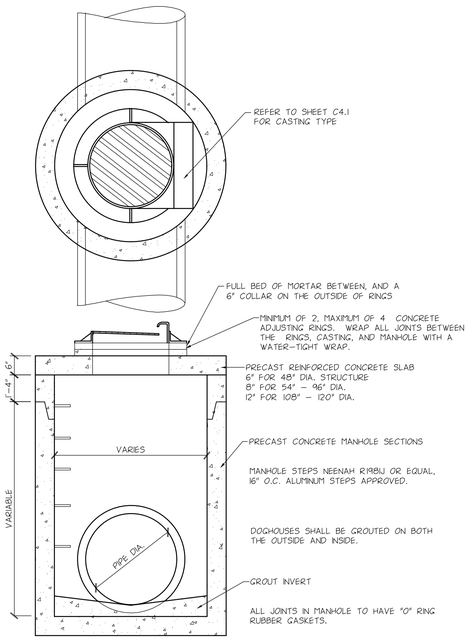


CLASS B BEDDING THE PIPE IS BEDDED IN COMPACTED GRANULAR MATERIAL PLACED UP TO A HEIGHT EQUAL TO ONE-HALF THE OUTSIDE DIAMETER OF THE PIPE. THE DEPTH OF THE GRANULAR BEDDING BELOW THE PIPE IS A MINIMUM OF 3" FOR 27" DIAMETER AND SMALLER PIPE, 6" FOR 66" DIAMETER AND LARGER PIPE, AND 4" FOR INTERMEDIATE SIZES. THE INITIAL FILL MATERIAL SHALL BE DENSELY COMPACTED GRANULAR UP TO A HEIGHT OF 12" OVER THE TOP OF THE PIPE.



CLASS C BEDDING THE PIPE IS BEDDED IN COMPACTED GRANULAR MATERIAL, OR DENSELY COMPACTED FILL MATERIAL UP TO A HEIGHT EQUAL TO ONE-SIXTH THE OUTSIDE DIAMETER OF THE PIPE. THE DEPTH OF THE BEDDING MATERIAL BELOW THE PIPE IS A MINIMUM OF 3" FOR 27" AND SMALLER PIPE, 6" FOR 66" DIAMETER AND LARGER PIPE, AND 4" FOR INTERMEDIATE SIZES. THE REMAINING SIDEFILL AND BACKFILL MATERIAL IS COMPACTED NATIVE SOILS.

4 PIPE BEDDING — NO SCALE



2 STORM SEWER CATCH BASIN MANHOLE — NO SCALE

PREVIOUS CASE

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DEVELOPER

NATIONAL SELF-STORAGE, LLC
2827 107TH AVENUE
BLAINE, MN 55449

MUNICIPALITY

City of RAMSEY

PROJECT

REGENCY COMMONS
RAMSEY, MN

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L1.2	TREE PRESERVATION TABLE
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L7.1	LANDSCAPE DETAILS

ISSUE / REVISION HISTORY
CONTACT ENGINEER FOR ANY PRIOR HISTORY

DATE	ISSUE / REVISION	REVIEW
03 JAN 2017	SITE PLAN SUBMITTAL	XXX

PROJECT MANAGER REVIEW
BY XX DATE XX.XX.XXXX

CERTIFICATION

I hereby certify that this plan 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.

PRELIMINARY NOT FOR CONSTRUCTION

Randall C. Neufurd
License No: 19576

Signature shown above is not valid on copies of original. Wet signed copy of this plan on file with Landform Professional Services, LLC office and is available upon request.

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SITE PLAN SUBMITTAL
01-03-2017

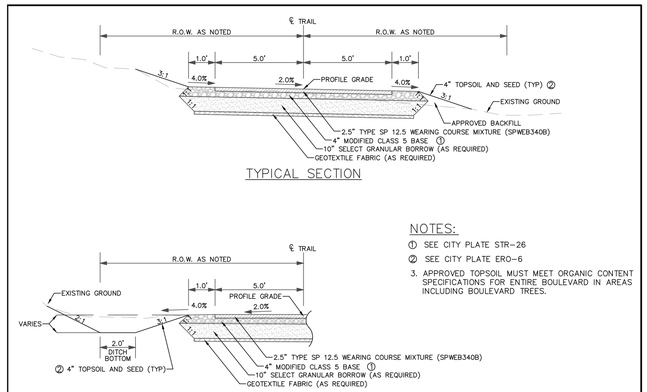
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Minneapolis, MN 55401
Tel: 612-252-9070
Fax: 612-252-9077
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FILE NAME	C703NSS001.DWG
PROJECT NO.	NSS16001

CIVIL CONSTRUCTION DETAILS
C7.3

SHEET NO. 10/15

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TYPICAL SECTION

DITCH SECTION

NOTES:

① SEE CITY PLATE STR-26

② SEE CITY PLATE ERO-6

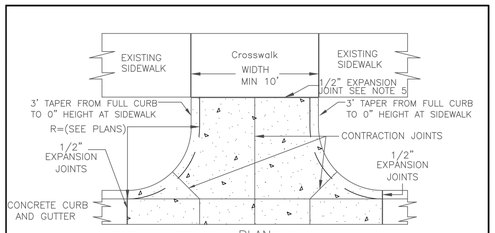
3. APPROVED TOPSOIL MUST MEET ORGANIC CONTENT SPECIFICATIONS FOR ENTIRE BOULEVARD IN AREAS INCLUDING BOULEVARD TREES.

NOTE: NOT TO SCALE

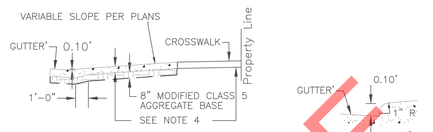
APPROVED: 1 - 2016	City of RAMSEY	CITY PLATE No. PARK-1	STANDARD DETAILS: BITUMINOUS TRAIL

5 BITUMINOUS TRAIL

NO SCALE



PLAN



SECTION ON ℄ DRIVEWAY

DETAIL OF LIP

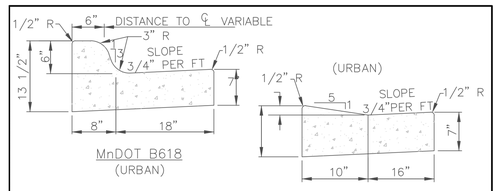
NOTES:

1. PANEL WIDTH SHALL NOT EXCEED 10 FT. WITHOUT A CENTERLINE CONSTRUCTION JOINT.
2. DRIVEWAY TO BE ONE COURSE CONCRETE PAVEMENT. (SEE SPECIAL PROVISIONS FOR CLASS OF CONCRETE.)
3. GUTTER TO BE PAVED INTEGRAL WITH DRIVEWAY.
4. 8" THICK FOR COMMERCIAL DRIVEWAYS.
5. 1/2" EXPANSION JOINT, 1/2" PREFORMED JOINT FILLER MATERIAL, AASHTO M 213 (REQUIRED WHEN 2 CONCRETE AREAS ARE POURED SEPARATELY.)

APPROVED: 4 - 2016	City of RAMSEY	STANDARD DETAILS: COMMERCIAL DRIVEWAY CURBCUT
		CITY PLATE No. STR-14

3 COMMERCIAL DRIVEWAY CURBCUT

NO SCALE



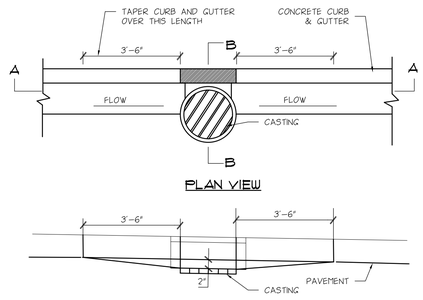
NOTES:

1. ON WEAR COURSE MILL THE EXISTING BITUMINOUS 1.5" BY 24" IN FRONT OF THE REPLACEMENT CURB.
2. ON BASE COURSE SAW CUT AND REMOVE EXISTING BITUMINOUS 18" IN FRONT OF THE REPLACEMENT CURB.

APPROVED: 1 - 2016	City of RAMSEY	STANDARD DETAILS: CURB AND GUTTER
		CITY PLATE No. STR-1

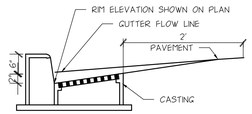
1 CURB AND GUTTER

NO SCALE



PLAN VIEW

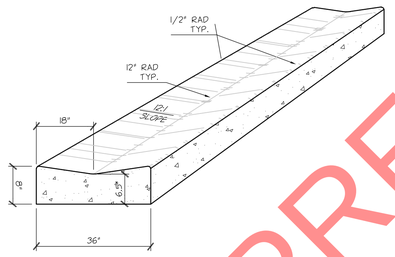
SECTION A-A



SECTION B-B

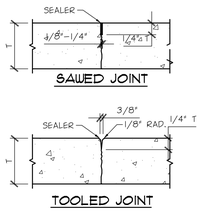
8 CATCH BASIN CASTING SUMP AT CONCRETE CURB AND GUTTER

NO SCALE



6 VALLEY GUTTER

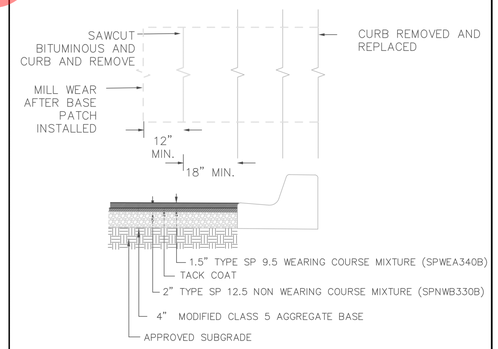
NO SCALE



NOTE: REFER TO SHEET C3.1 FOR PAVEMENT THICKNESS

7 CONCRETE PAVEMENT CONTRACTION JOINTS

NO SCALE



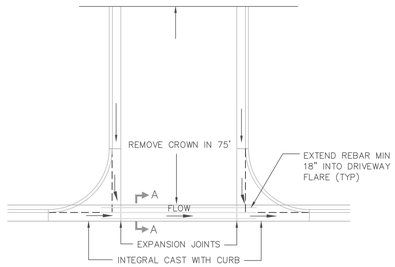
NOTES:

1. BITUMNOUS SHALL BE SAWCUT AND REMOVED AFTER CURB IS REPLACED.
2. CLASS 5 AND BITUMINOUS COURSES SHALL BE MECHNICALLY COMPACTED.
3. SEE CITY PLATE STR-26 FOR MODIFIED CLASS 5 SPECIFICATIONS.

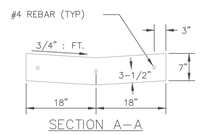
APPROVED: 6 - 2016	City of RAMSEY	STANDARD DETAILS: STREET PATCHING STANDARDS
		CITY PLATE No. STR-25

4 STREET PATCHING STANDARDS

NO SCALE



PLAN



SECTION A-A

CONCRETE VALLEY GUTTER

NOTES:

1. WITH REMOVAL OF EXISTING CURB AT A STREET, MILL BITUMINOUS TO A DEPTH OF 1.5" ANS A WIDTH OF 18" IN EXISTING STREET.
2. TO BE USED WHENEVER CROSS DRAINAGE IS < 2%

APPROVED: 4 - 2007	City of RAMSEY	STANDARD DETAILS: CROSS GUTTER
		CITY PLATE No. STR-2

2 CROSS GUTTER

NO SCALE

PREVIOUS CASE

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DEVELOPER

NATIONAL SELF-STORAGE, LLC
2827 107TH AVENUE
BLAINE, MN 55449

MUNICIPALITY

City of RAMSEY

PROJECT

REGENCY COMMONS
RAMSEY, MN

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ISSUE / REVISION HISTORY

CONTACT ENGINEER FOR ANY PRIOR HISTORY

DATE	ISSUE / REVISION	REVIEW
03 JAN 2017	SITE PLAN SUBMITTAL	XXX

PROJECT MANAGER REVIEW

BY XX DATE XX.XX.XXXX

CERTIFICATION

I hereby certify that this plan 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

Randall C. Haglund

License No. 18578

Signature shown on the original. Each print of original, Wet signed copy of this plan on file with Landform Professional Services, LLC office and is available upon request.

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01-03-2017

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Fax: 612-252-9077
Web: landform.net

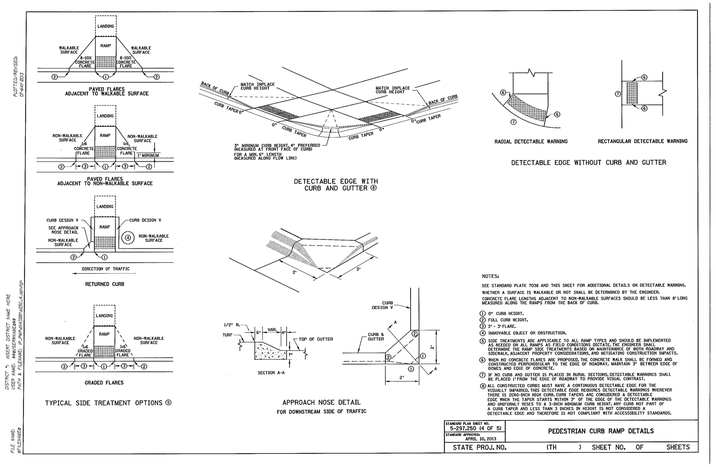
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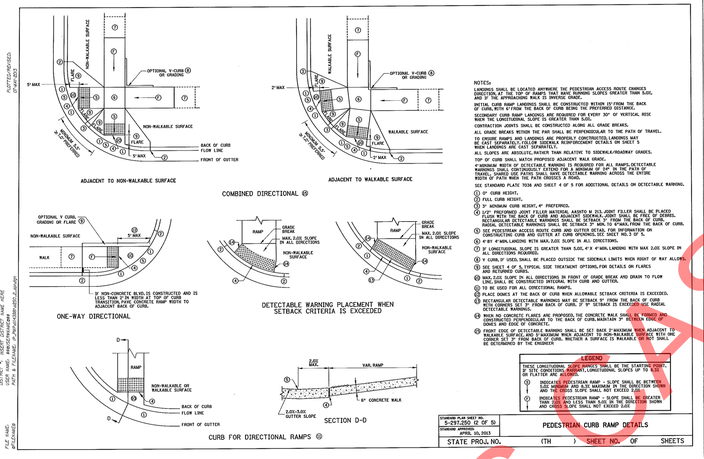
PROJECT NO. NSS16001

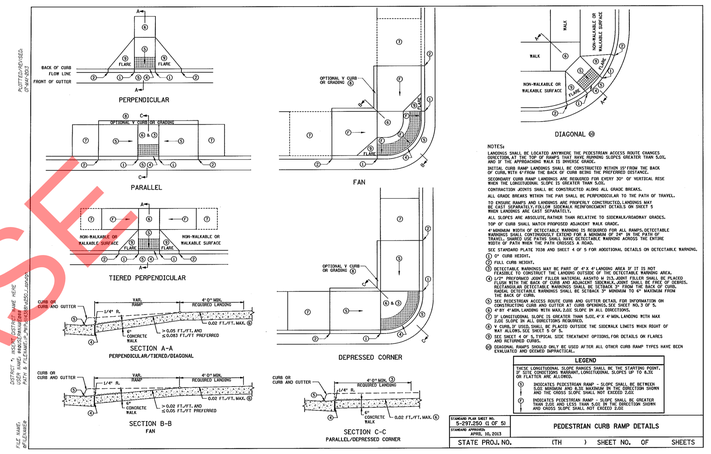
CIVIL CONSTRUCTION DETAILS
C7.4

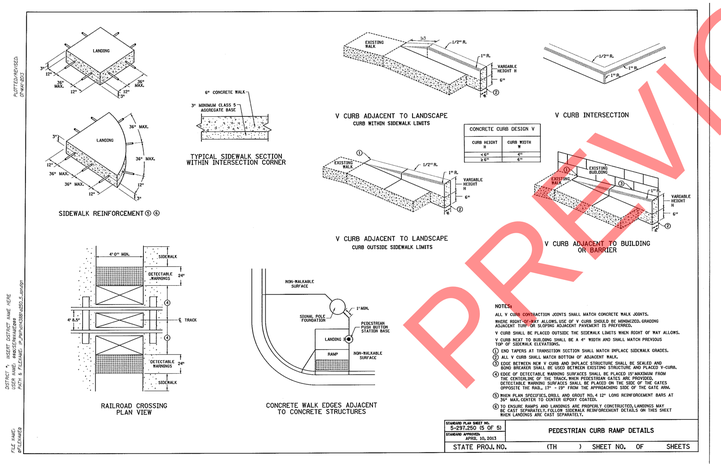
SHEET NO. 11/15

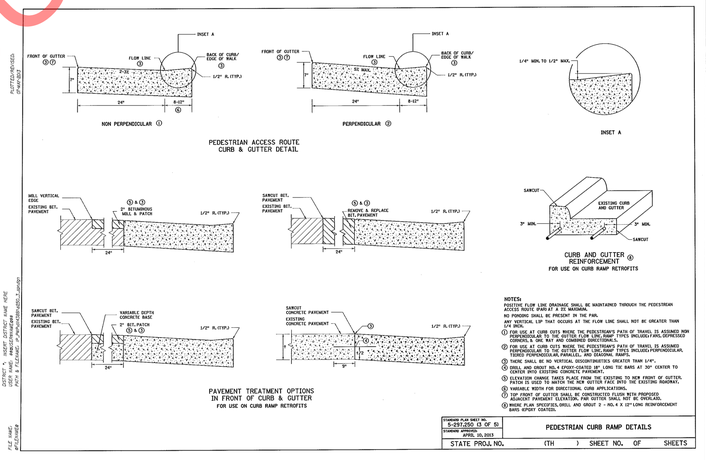
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1 PEDESTRIAN RAMP DETAILS

NO SCALE

PREVIOUS USE

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DEVELOPER

NATIONAL SELF-STORAGE, LLC
2827 107TH AVENUE
BLAINE, MN 55449

MUNICIPALITY

City of RAMSEY

PROJECT

REGENCY COMMONS
RAMSEY, MN

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PROJECT MANAGER REVIEW

BY XX DATE XX.XX.XXXX

CERTIFICATION

I hereby certify that this plan 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.

PRELIMINARY NOT FOR CONSTRUCTION

Randall C. Haskins

License No. 19576

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01-03-2017

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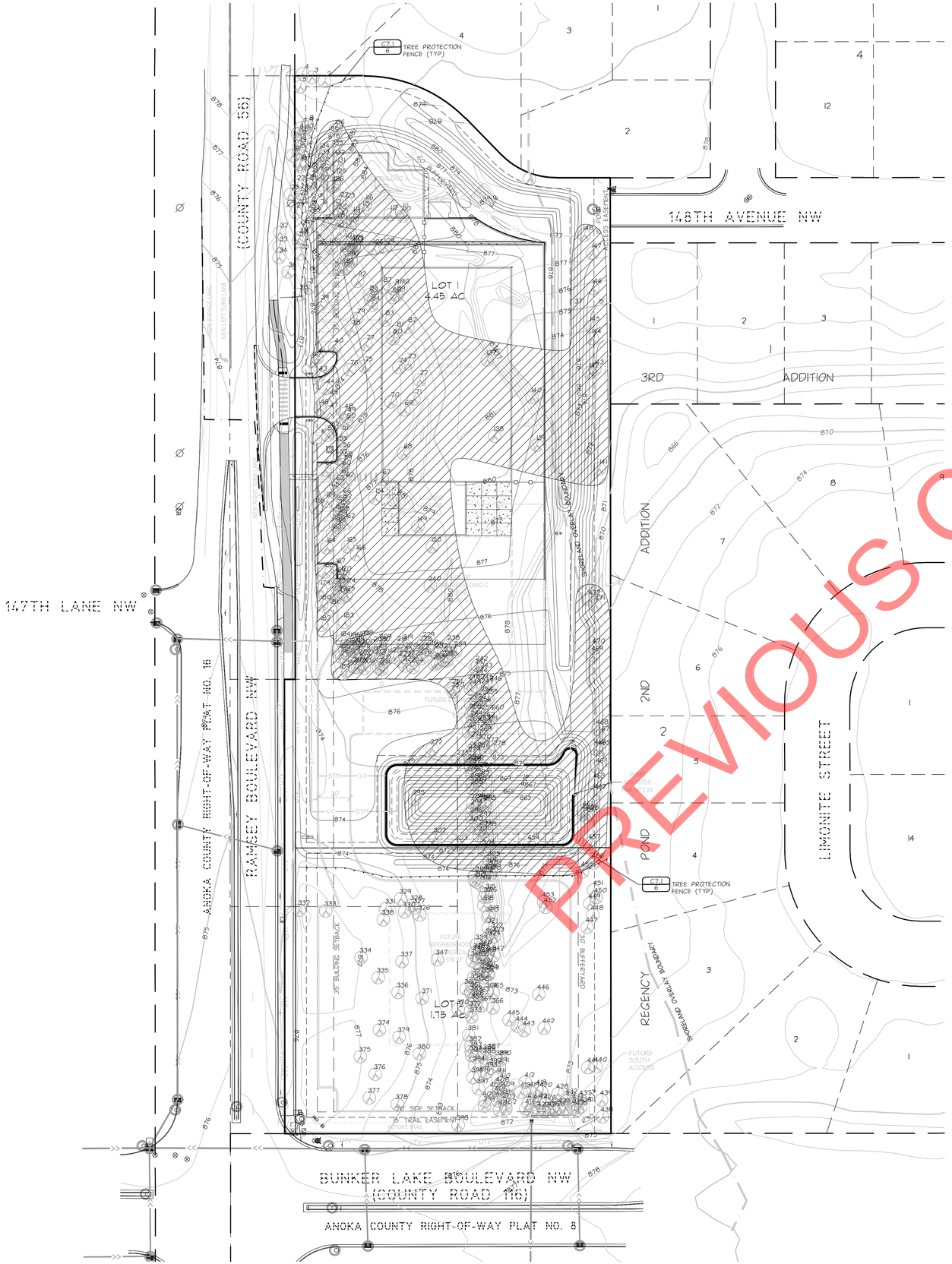
FILE NAME C705KRZ001.DWG

PROJECT NO. NSS16001

CIVIL CONSTRUCTION DETAILS
C7.5

SHEET NO. 12/15

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PREVIOUS CASE

MITIGATION NUMBERS

Total Sig. Tree Inches:	4272.5
Total Sig. Tree Inches (Exempt):	386
Net Sig. Tree Inches:	3886.5
70% allowable sig. tree removals (threshold):	2720.55
Removal inches (Non-exempt):	2223.0
Removal Inches above threshold:	0
Removal Pecentage:	57.2%
Replacement Inches:	0.00

EXISTING CONDITIONS

BACKGROUND INFORMATION SHOWN IS FROM SURVEY BY LANDFORM, MINNEAPOLIS, MN, ON DECEMBER 07, 2015, EXPRESSLY FOR THIS PROJECT; CITY OF RAMSEY, MN RECORD DRAWINGS; AND UTILITY SERVICE PROVIDERS. LANDFORM OFFERS NO WARRANTY, EXPRESSED OR WRITTEN, FOR INFORMATION PROVIDED BY OTHERS. EXISTING PROJECT CONDITIONS SHALL BE VERIFIED PRIOR TO BEGINNING CONSTRUCTION. ERRORS, INCONSISTENCIES, OR OMISSIONS DISCOVERED SHALL BE REPORTED TO THE ENGINEER.

SEE SHEET L1.2 FOR TREE REMOVAL TABLE

LEGEND

CLEARING AND GRUBBING LIMITS (2.5 ACRES)

DEVELOPER

NATIONAL SELF-STORAGE, LLC
2827 107TH AVENUE
BLAINE, MN 55449

MUNICIPALITY

City of RAMSEY

PROJECT

REGENCY COMMONS
RAMSEY, MN

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BY XX DATE XX.XX.XXXX

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Randall C. Haukaas
License No. 18576

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SITE PLAN SUBMITTAL
01-03-2017

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Suite 513
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Tel: 612-252-9070
Fax: 612-252-9077
Web: landform.net

FILE NAME L101NSS001.DWG

PROJECT NO. NSS16001

TREE PRESERVATION PLAN

L1.1

SHEET NO. 13/15

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811 Know what's Below. Call before you dig.

NORTH

0 50 100

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Tree #	Species	Cal. In.	Condition	Removed
1	Elm, Siberian	10.0	Fair	
2	Elm, Siberian	9.5	Good	
3	Pine, Scots	18.0	Good	
4	Elm, Siberian	10.0	Fair	
5	Elm, Siberian	8.0	Fair	
6	Boxelder	10.0	Fair	
7	Elm, Siberian	8.0	Good	
8	Pine, Scots	13.5	Fair	
9	Pine, Scots	11.5	Fair	
10	Pine, Scots	13.0	Good	
11	Pine, Scots	14.5	Good	
12	Pine, Scots	11.5	Good	
13	Pine, Scots	10.0	Good	
14	Pine, Scots	21.0	Fair	
15	Pine, Scots	10.5	Good	
16	Elm, Siberian	10.0	Fair	
17	Pine, Scots	10.0	Fair	
18	Pine, Scots	5.0	Fair	
19	Pine, Scots	16.0	Good	
20	Pine, Scots	14.0	Good	X
21	Pine, Scots	12.0	Fair	X
22	Pine, Scots	15.0	Fair	
23	Elm, Siberian	14.0	Fair	
24	Pine, Scots	11.5	Good	
25	Pine, Scots	16.5	Good	
26	Pine, Scots	10.0	Good	X
27	Elm, Siberian	9.5	Good	
28	Pine, Scots	17.0	Good	X
29	Pine, Scots	14.5	Good	X
30	Pine, Scots	14.5	Good	X
31	Pine, Scots	14.0	Good	X
32	Elm, Siberian	9.0	Fair	
33	Elm, Siberian	10.5	Good	
34	Elm, Siberian	10.5	Good	
35	Pine, Scots	13.5	Good	
36	Elm, Siberian	13.5	Fair	
37	Pine, Scots	19.0	Fair	
38	Elm, Siberian	17.0	Fair	
39	Elm, Siberian	37.0	Fair	X
40	Elm, Siberian	9.5	Fair	X
41	Elm, Siberian	13.5	Fair	X
42	Elm, Siberian	19.0	Fair	X
43	Elm, Siberian	18.0	Fair	X
44	Elm, Siberian	11.0	Fair	X
45	Pine, red	5.0	Good	X
46	Elm, Siberian	11.5	Good	X
47	Pine, red	5.5	Good	X
48	Pine, red	6.0	Good	X
49	Pine, red	5.0	Good	X
50	Pine, red	4.5	Good	X
51	Pine, red	6.0	Fair	X
52	Elm, Siberian	13.0	Fair	X
53	Elm, Siberian	12.0	Fair	X
54	Elm, Siberian	12.0	Fair	X
55	Pine, red	5.0	Good	X
56	Pine, red	5.0	Good	X
57	Pine, red	4.5	Good	X
58	Pine, red	5.0	Good	X
59	Pine, red	4.5	Good	X
60	Pine, red	5.5	Good	X
61	Pine, red	6.0	Good	X
62	Pine, red	5.0	Good	X
63	Pine, Scots	4.5	Fair	X
64	Elm, Siberian	9.0	Fair	X
65	Elm, Siberian	13.0	Good	X
66	Pine, red	5.5	Good	X
67	Pine, Scots	6.5	Good	X
68	Elm, Siberian	9.0	Good	X
69	Elm, Siberian	13.0	Fair	X
70	Elm, Siberian	12.0	Fair	X
71	Elm, Siberian	17.0	Fair	X
72	Elm, Siberian	16.0	Fair	X
73	Pine, Scots	13.5	Good	X
74	Elm, Siberian	14.0	Fair	X
75	Ash,green	10.5	Fair	X
76	Elm, Siberian	12.0	Fair	X
77	Pine, red	5.0	Good	X
78	Pine, red	7.5	Good	X
79	Elm, Siberian	15.0	Fair	X
80	Pine, Scots	9.0	Good	X
81	Pine, Scots	11.0	Fair	X
82	Pine, Scots	10.0	Fair	X
83	Pine, Scots	7.5	Fair	X
84	Pine, red	5.5	Good	X
85	Pine, red	4.5	Good	X
86	Pine, red	4.5	Good	X
87	Elm, Siberian	8.0	Fair	X
88	Elm, Siberian	12.0	Fair	X
89	Pine, Scots	8.5	Good	X
90	Pine, Scots	12.0	Good	X
91	Pine, Scots	15.0	Fair	X
92	Elm, Siberian	16.0	Fair	X
93	Pine, red	5.0	Good	X
94	Pine, red	4.5	Good	X
95	Pine, red	4.5	Good	X
96	Pine, red	5.5	Good	X
97	Pine, red	4.5	Good	X
98	Pine, red	4.0	Good	X
99	Pine, Scots	5.0	Good	X
100	Pine, Scots	6.5	Good	X
101	Pine, Scots	5.5	Good	X
102	Pine, Scots	8.0	Good	X
103	Pine, Scots	6.5	Fair	X
104	Pine, Scots	11.0	Good	X
105	Pine, Scots	10.5	Good	X
106	Pine, Scots	4.0	Good	X
107	Pine, Scots	6.0	Good	X
108	Pine, Scots	6.0	Good	X
109	Elm, Siberian	16.0	Fair	X
110	Elm, Siberian	9.5	Fair	X
111	Elm, Siberian	28.0	Fair	X
112	Elm, Siberian	11.0	Fair	X
113	Pine, Scots	9.0	Good	X
114	Elm, Siberian	11.0	Good	X
115	Pine, Scots	4.0	Good	X
116	Pine, Scots	4.5	Fair	X
117	Pine, Scots	8.0	Good	X
118	Pine, Scots	4.5	Good	X
119	Elm, American	10.0	Fair	X
120	Pine, Scots	11.5	Good	X
121	Pine, Scots	8.0	Good	X
122	Pine, Scots	5.0	Fair	X
123	Elm, Siberian	8.5	Fair	X
124	Pine, Scots	8.0	Good	X
125	Elm, Siberian	9.5	Good	X
126	Pine, Scots	4.0	Fair	X
127	Pine, Scots	5.5	Fair	X
128	Pine, Scots	6.5	Fair	X
129	Pine, Scots	7.0	Fair	X
130	Pine, Scots	4.5	Fair	X
131	Pine, Scots	8.0	Fair	X
132	Elm, Siberian	12.0	Fair	X
133	Pine, Scots	8.5	Good	X
134	Pine, Scots	9.0	Good	X
135	Elm, Siberian	13.0	Good	X
136	Elm, Siberian	20.0	Fair	X
137	Elm, Siberian	8.0	Fair	X
138	Cottonwood	11.0	Good	X
139	Elm, Siberian	10.0	Fair	X
140	Elm, Siberian	8.5	Good	X
141	Elm, Siberian	8.0	Good	X
142	Elm, Siberian	8.5	Good	X
143	Cottonwood	8.5	Good	X
144	Elm, Siberian	12.0	Fair	X
145	Elm, Siberian	8.5	Good	X
146	Elm, Siberian	9.0	Good	X
147	Elm, Siberian	16.0	Fair	X
148	Elm, Siberian	9.0	Fair	X
149	Elm, Siberian	15.5	Fair	X
150	Elm, Siberian	26.0	Fair	X
151	Elm, Siberian	9.0	Fair	X
152	Pine, red	5.5	Good	X
153	Pine, red	4.5	Good	X
154	Pine, red	4.5	Good	X
155	Elm, Siberian	17.0	Fair	X
156	Pine, red	4.5	Good	X
157	Pine, red	5.5	Good	X
158	Pine, red	5.5	Good	X
159	Pine, red	4.5	Good	X
160	Pine, red	4.0	Good	X
161	Pine, red	5.0	Good	X
162	Pine, red	6.5	Good	X
163	Elm, Siberian	13.0	Fair	X
164	Pine, red	6.5	Fair	X
165	Elm, Siberian	9.0	Fair	X
166	Pine, Scots	6.5	Good	X
167	Pine, red	9.0	Fair	X
168	Pine, red	5.5	Good	X
169	Pine, red	4.5	Good	X
170	Pine, red	4.5	Good	X
171	Pine, red	4.5	Good	X
172	Pine, red	6.0	Good	X
173	Pine, red	5.0	Good	X
174	Elm, Siberian	11.0	Fair	X
175	Pine, red	5.0	Fair	X
176	Pine, red	4.5	Good	X
177	Pine, red	5.5	Good	X
178	Pine, red	4.0	Good	X
179	Elm, Siberian	10.0	Fair	X
180	Elm, Siberian	10.5	Fair	X
181	Pine, red	5.0	Good	X
182	Elm, Siberian	16.0	Fair	X
183	Pine, red	5.0	Good	X
184	Pine, red	6.0	Good	X
185	Pine, Scots	8.0	Good	X
186	Pine, red	4.0	Fair	X
187	Pine, red	4.0	Good	X
188	Pine, red	4.5	Good	X
189	Cottonwood	11.0	Good	X
190	Pine, red	4.0	Good	X
191	Pine, red	4.5	Good	X
192	Pine, red	4.0	Good	X
193	Pine, red	4.5	Good	X
194	Pine, red	4.5	Good	X
195	Pine, red	6.0	Good	X
196	Pine, red	4.5	Good	X
197	Pine, red	5.5	Good	X
198	Pine, red	6.0	Good	X
199	Pine, red	5.5	Good	X
200	Pine, red	6.5	Good	X
201	Pine, red	4.5	Good	X
202	Pine, red	4.5	Good	X
203	Pine, red	5.5	Good	X
204	Pine, red	4.5	Good	X
205	Pine, red	4.5	Good	X
206	Pine, red	6.0	Good	X
207	Pine, red	5.5	Good	X
208	Pine, red	4.5	Good	X
209	Pine, red	6.0	Good	X
210	Pine, red	5.5	Good	X
211	Pine, red	6.5	Good	X
212	Pine, red	4.5	Good	X
213	Pine, red	6.0	Good	X
214	Pine, red	7.0	Fair	X
215	Pine, red	5.0	Good	X
216	Pine, red	4.5	Good	X
217	Pine, red	4.5	Good	X
218	Pine, red	4.5	Good	X
219	Pine, red	7.5	Good	X
220	Pine, red	6.5	Good	X
221	Pine, red	4.0	Good	X
222	Pine, red	4.5	Good	X
223	Pine, red	6.5	Good	X
224	Pine, red	4.0	Good	X
225	Elm, Siberian	8.0	Good	X
226	Pine, red	4.0	Good	X
227	Pine, red	5.5	Good	X
228	Pine, red	5.5	Good	X
229	Pine, red	5.5	Good	X
230	Pine, red	4.5	Good	X
231	Pine, red	5.5	Good	X
232	Pine, red	4.5	Good	X
233	Cottonwood	21.5	Good	X
234	Cottonwood	14.5	Good	X
235	Pine, red	5.5	Good	X
236	Pine, red	5.0	Good	X
237	Pine, red	6.0	Good	X
238	Pine, red	6.5	Good	X
239	Pine, red	12.0	Fair	X
240	Elm, Siberian	22.0	Fair	X
241	Pine, red	7.0	Good	X
242	Pine, red	11.5	Fair	X
243	Pine, red	4.5	Good	X
244	Pine, red	9.0	Good	X
245	Pine, red	7.0	Good	X
246	Pine, red	4.5	Fair	X
247	Pine, red	7.0	Good	X
248	Pine, red	7.5	Good	X
249	Pine, red	7.5	Good	X
250	Elm, American	14.0	Good	X
251	Boxelder	22.0	Fair	X
252	Pine, red	6.0	Fair	X
253	Pine, red	7.0	Good	X
254	Elm, Siberian	16.0	Good	X
255	Pine, red	4.5	Good	X
256	Pine, red	11.5	Fair	X
257	Pine, red	7.5	Good	X
258	Pine, red	4.5	Good	X
259	Pine, red	7.0	Good	X
260	Pine, red	6.5	Good	X
261	Elm, Siberian	13.0	Fair	X
262	Pine, red	7.0	Good	X
263	Pine, red	5.0	Good	X
264	Pine, red	9.0	Good	X
265	Pine, red	8.0	Good	X
266	Pine, red	7.5	Good	X
267	Pine, red	7.5	Good	X
268	Pine, red	7.0	Good	X
269	Pine, red	4.0	Fair	X
270	Pine, red	7.5	Good	X
271	Pine, red	8.5	Good	X
272	Boxelder	26.0	Fair	X
273	Boxelder	21.0	Fair	X
274	Pine, red	7.0	Good	X
275	Pine, red	6.5	Good	X
276	Pine, red	8.0	Good	X
277	Pine, red	6.0	Good	X
278	Pine, red	11.5	Good	X
279	Pine, red	7.5	Good	X
280	Pine, red	6.5	Good	X
281	Pine, red	4.5	Good	X
282	Pine, red	6.5	Fair	X
283	Pine, red	7.5	Good	X
284	Pine, red	10.5	Good	X
285	Pine, red	6.5	Fair	X
286	Pine, red	8.0	Good	X
287	Pine, red	9.0	Good	X
288	Pine, red	8.0	Good	X
289	Pine, red	6.0	Good	X
290	Pine, red	8.0	Good	X
291	Pine, red	6.0	Good	X
292	Pine, red	6.5	Good	X
293	Pine, red	10.0	Good	X
294	Pine, red	7.0	Good	X
295	Boxelder	18.0	Fair	X
296	Pine, red	10.5	Good	X
297	Pine, red	8.0	Good	X
298	Pine, red	11.0	Good	X
299	Pine, red	6.0	Good	X
300	Pine, red	8.5	Good	X
301	Pine, red	8.5	Good	X
302	Elm, Siberian	8.5	Good	X
303	Boxelder	65.0	Fair	X
304	Pine, red	8.5	Good	X
305	Pine, red	6.0	Good	X
306	Pine, red	4.5	Good	X
307	Pine, red	5.0	Fair	X
308	Pine, red	5.0	Good	X
309	Pine, red	7.5	Good	X
310	Pine, red	5.5	Good	X
311	Pine, red	8.5	Good	X
312	Pine, red	7.0	Good	
313	Pine, red	6.0	Fair	
314	Pine, red	6.5	Good	
315	Pine, red	7.0	Good	
316	Pine, red	7.5	Fair	
317	Pine, red	8.5	Good	
318	Pine, red	8.0	Good	
319	Pine, red	8.5	Good	
320	Pine, red	7.5	Good	
321	Pine, red	9.0	Good	
322	Pine, red	7.5	Good	
323	Pine, red	8.0	Good	
324	Pine, red	5.0	Good	
325	Pine, red	8.0	Good	
326	Aspen	9.5	Good	
327	Aspen	8.0	Good	
328	Aspen	8.0	Good	
329	Ash, green	26.5	Good	
330	Aspen	15.0	Fair	
331	Aspen	9.5	Fair	
332	Cottonwood	12.0	Good	
333	Ash, green	13.0	Fair	
334	Elm, Siberian	24.0	Fair	
335	Ash, green	10.0	Fair	
336	Redcedar	12.0	Good	
337	Redcedar	6.0	Good	
338	Aspen	9.0	Fair	
339	Pine, red	6.0	Good	
340	Pine, red	8.0	Good	
341	Pine, red	4.5	Good	
342	Pine, Scots	13.5	Good	
343	Pine, red	5.5	Good	
344	Pine, red	6.5	Good	
345	Pine, red	7.5	Good	
346	Pine, red	7.0	Good	
347	Elm, Siberian	9.0	Fair	
348	Pine, red	6.5	Good	
349	Pine, red	4.5	Good	
350	Pine, red	7.5	Good	
351	Pine, red	8.0	Good	
352	Pine, red	7.5	Good	
353	Pine, red	4.5	Fair	
354	Pine, red	7.0	Fair	
355	Pine, red	7.5	Good	
356	Pine, red	5.0	Good	
357	Pine, red	8.0	Good	
358	Pine, red	6.5	Good	
359	Pine, red	6.5	Good	
360	Elm, Siberian	9.0	Good	
361	Pine, red	8.0	Good	
362	Pine, red	8.5	Good	
363	Pine, red	4.5	Good	
364	Elm, Siberian	30.0	Fair	
365	Pine, red	5.5	Fair	
366	Pine, red	8.0	Good	
367	Pine, red	7.5	Good	
368	Pine, red	7.5	Good	
369	Pine, red	8.0	Good	
370	Boxelder	15.0	Fair	
371	Elm, Siberian	23.0	Fair	
372	Pine, red	8.0	Good	
373	Pine, red	10.5	Good	
374	Redcedar	4.0	Good	
375	Elm, Siberian	21.0	Fair	
376	Elm, Siberian	29.0	Fair	
377	Elm, Siberian	25.0	Fair	
378	Redcedar	4.5	Good	
379	Elm, Siberian	8.5	Good	
380	Elm, Siberian	25.0	Fair	
381	Pine, red	9.0	Good	
382	Pine, red	9.5	Good	
383	Pine, red	6.0	Good	
384	Pine, red	7.0	Fair	
385	Elm, Siberian	22.0	Fair	
386	Pine, red	7.5	Good	
387	Pine, red	5.0	Good	
388	Pine, red	7.0	Good	
389	Pine, red	7.0	Good	
390	Elm, Siberian	19.0	Fair	
391	Pine, red	5.0	Good	
392	Pine, red	5.0	Good	
393	Pine, red	5.5	Good	
394	Pine, red	9.5	Good	
395	Pine, red	9.0	Good	
396	Pine, red	5.0	Good	
397	Elm, Siberian	18.0	Fair	
398	Elm, Siberian	9.5	Good	
399	Elm, Siberian	9.0	Good	
400	Pine, red	7.0	Good	
401	Pine, red	8.5	Good	
402	Pine, red	6.0	Good	
403	Pine, red	6.0	Good	
404	Pine, red	5.0	Good	
405	Pine, red	5.0	Good	
406	Pine, red	7.0	Good	
407	Pine, red	7.0	Good	
408	Pine, red	6.0	Good	
409	Pine, red	7.0	Good	
410	Pine, red	4.5	Good	
411	Pine, red	5.5	Good	
412	Elm, Siberian	23.0	Fair	
413	Pine, red	6.5	Good	
414	Pine, red	9.5	Good	
415	Pine, red	5.5	Good	
416	Pine, red	7.5	Good	
417	Pine, red	5.5	Good	
418	Pine, red	4.5	Good	
419	Pine, red	4.0	Good	
420	Pine, red	6.5	Good	
421	Pine, red	6.5	Good	
422	Pine, red	6.0	Good	
423	Pine, red	7.0	Good	
424	Pine, red	6.0	Good	
425	Pine, red	6.5	Good	
426	Pine, red	6.5	Good	
427	Pine, red	8.0	Good	
428	Pine, red	8.0	Good	
429	Pine, red	8.0	Good	
430	Pine, red	7.0	Good	
431	Pine, red	5.0	Good	
432	Pine, red	5.0	Good	
433	Pine, red	6.5	Good	
434	Pine, red	9.0	Good	
435	Pine, red	7.5	Good	
436	Cottonwood	13.0	Good	
437	Pine, red	6.0	Fair	
438	Pine, red	9.0	Good	
439	Pine, red	7.0	Good	
440	Elm, Siberian	10.0	Good	
441	Elm, Siberian	8.5	Good	
442	Elm, Siberian	13.0	Fair	
443	Elm, Siberian	9.0	Fair	
444	Elm, Siberian	8.5	Fair	
445	Elm, Siberian	9.0	Fair	
446	Elm, Siberian	8.5	Fair	
447	Elm, Siberian	10.0	Fair	
448	Elm, Siberian	13.0	Fair	
449	Elm, Siberian	10.0	Fair	
450	Elm, Siberian	10.5	Fair	
451	Elm, Siberian	9.0	Good	
452	Elm, Siberian	10.0	Fair	
453	Elm, Siberian	13.0	Fair	
454	Boxelder	11.0	Fair	
455	Elm, Siberian	12.0	Fair	X
456	Elm, Siberian	12.0	Fair	X
457	Cottonwood	12.5	Good	X
458	Cottonwood	12.5	Good	X
459	Cottonwood	8.5	Fair	X
460	Cottonwood	8.5	Fair	X
461	Elm, Siberian	12.0	Fair	X
462	Elm, Siberian	21.0	Fair	X
463	Elm, Siberian	15.0	Fair	X
464	Elm, Siberian	21.0	Fair	X
465	Elm, Siberian	12.0	Fair	X
466	Elm, Siberian	8.0	Good	X
467	Elm, Siberian	8.5	Good	X
468	Elm, Siberian	12.0	Fair	X
469	Elm, Siberian	8.5	Fair	X
470	Elm, Siberian	8.0	Good	X
471	Elm, Siberian	9.0	Fair	X
472	Elm, Siberian	9.5	Fair	X

PREVIOUS CAST

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DEVELOPER

NATIONAL SELF-STORAGE, LLC
2827 107TH AVENUE
BLAINE, MN 55449

MUNICIPALITY

City of RAMSEY

PROJECT

REGENCY COMMONS
RAMSEY, MN

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ISSUE / REVISION HISTORY

CONTACT ENGINEER FOR ANY PRIOR HISTORY

DATE	ISSUE / REVISION	REVIEW
03 JAN 2017	SITE PLAN SUBMITTAL	XXX

PROJECT MANAGER REVIEW

BY XX DATE XX.XX.XXXX

CERTIFICATION

I hereby certify that this plan 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

PRELIMINARY NOT FOR CONSTRUCTION

Randall C. Neslund
License No: 19576

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SITE PLAN SUBMITTAL
01-03-2017

LANDFORM
From Site to Finish

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Minneapolis, MN 55401

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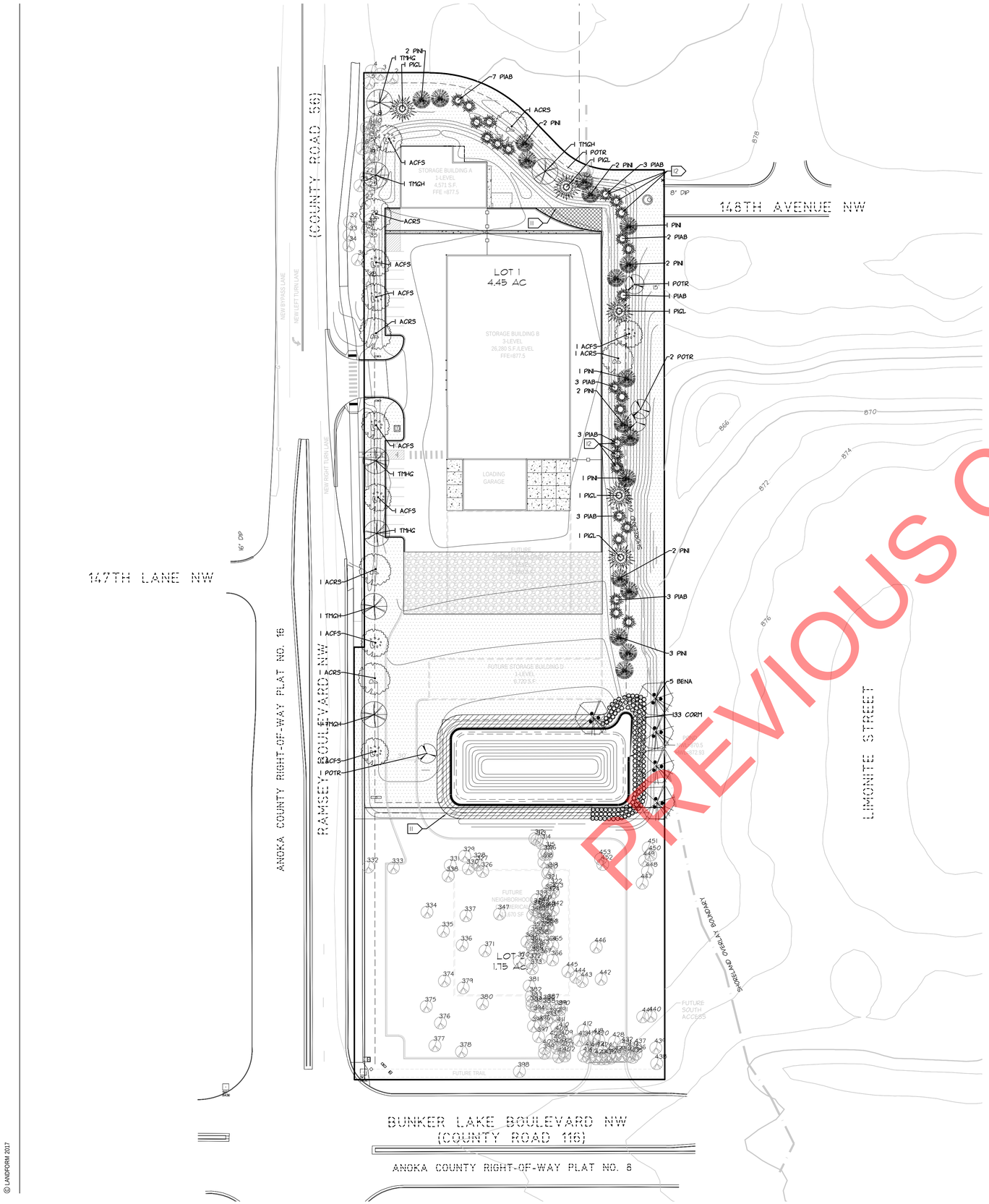
PROJECT NO. NSS16001

TREE PRESERVATION TABLE

L1.2

SHEET NO. 14/15

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PREVIOUS CASE

LANDSCAPE REQUIREMENTS

CITY OF RAMSEY, MN CITY CODE:
1 TREE PER 50 LINEAL FEET OF SITE PERIMETER (GREATER THAN BUILDING FOOTPRINT AREA REQUIREMENTS) = 45 TREES
BUFFERYARDS REQUIRE A 30% (OF TOTAL REQUIREMENTS) ADDITIONAL INCREASE OF LANDSCAPE PLANTINGS = 13.5 TREES
TOTAL TREES REQUIRED = 59
PROPOSED PLAN = 78 TREES
1 SHRUB PER 300 SQUARE FEET OF BUILDING FOOTPRINT AREA (GREATER THAN THE SITE PERIMETER REQUIREMENTS) = 102 SHRUBS
BUFFERYARD ADDITIONAL REQUIREMENTS = 31 SHRUBS
TOTAL SHRUBS REQUIRED = 133
PROPOSED PLAN = 133 SHRUBS

LANDSCAPE SCHEDULE

KEY	COUNT	SCIENTIFIC NAME	COMMON NAME	MATURE SIZE	PLANTING SIZE	ROOT COND.
ACFS	8	ACER X FREEMANII 'SIENNA'	SIENNA GLEN MAPLE	50'H X 30'W	2.5" CAL	B&B
ACRS	6	ACER RUBRUM 'RED SUNSET'	RED SUNSET RED MAPLE	50'H X 40'W	2.5" CAL	B&B
TMHG	7	TILIA MONGOLICA 'HARVEST GOLD'	HARVEST GOLD MONGOLIAN LINDEN	40'H x 30'W	2.5" CAL	B&B
BENA	5	BETULA NIGRA	RIVER BIRCH	60'H X 45'W	2.5" CAL	B&B
POTR	4	POPULUS TREMULOIDES	QUAKING ASPEN	50'H X 20'W	2.5" CAL	B&B
PIAB	25	PICEA ABIES	NORWAY SPRUCE	50'H X 25'W	6'	B&B
PIGL	5	PICEA GLAUCA	WHITE SPRUCE	50'H X 20'W	6'	B&B
PIN	18	PINUS NIGRA	AUSTRIAN PINE	50'H X 30'W	6'	B&B
CORM	133	CORNUS RACEMOSA 'MUSZAM'	MUSKINGUM GRAY DOGWOOD	3'H X 5'W	#5	CONT.

LEGEND

: DENOTES AREA TO BE SODDED

: DENOTES AREA TO BE BWSR SEED MIX NO. W7 (WETLAND FRINGE / SHORELAND BUFFER)

: DENOTES AREA TO BE ONE AND A HALF (1-1/2") INCH RIVER ROCK MULCH OVER WEED BARRIER FABRIC (TO A DEPTH OF THREE (3") INCHES).

LANDSCAPE NOTES

1. CONTACT UTILITY SERVICE PROVIDERS FOR FIELD LOCATION OF SERVICES 72 HOURS PRIOR TO BEGINNING.
2. COORDINATE INSTALLATION WITH CONTRACTORS PERFORMING RELATED WORK.
3. SEED MIXTURES SHALL BE AS DEFINED IN CURRENT MNDOT SEEDING MANUAL. NATIVE SEEDS SHALL BE OF MINNESOTA (OR AS SPECIFIED) ORIGIN AND CERTIFIED BY THE MINNESOTA CROP IMPROVEMENT ASSOCIATION (MCIA). PROVIDE VERIFYING DOCUMENTATION TO THE OWNER 30 DAYS MINIMUM PRIOR TO INSTALLATION.
4. PLANT MATERIAL SHALL CONFORM TO THE AMERICAN ASSOCIATION OF NURSERYMEN STANDARDS AND BE OF HARDY STOCK, FREE FROM DISEASE, INFESTATION, DAMAGE, AND DISFIGURATION. FOR DISCREPANCY BETWEEN THE NUMBER OF PLANTS ON THE SCHEDULE AND THE NUMBER SHOWN ON THE DRAWING, THE DRAWING SHALL GOVERN.
5. PLANTING SOIL SHALL CONSIST OF 4 PARTS TOPSOIL TO 1 PART PEAT HUMUS, WITH 3 POUNDS OF COMMERCIAL FERTILIZER ADDED PER CUBIC YARD.
6. SPREAD A MINIMUM OF 6 INCHES OF TOPSOIL AND SEED/SOD ALL TURF AREAS DISTURBED BY CONSTRUCTION.
7. PLACE PLANTS ACCORDING TO LAYOUT WITH PROPER NOMINAL SPACING.
8. SEE DETAILS FOR DEPTH OF PLANTING SOIL.
9. INSTALL 3-4 INCH SHREDDED HARDWOOD MULCH AROUND SHRUBS.
10. INSTALL A 4-FOOT DIAMETER SHREDDED HARDWOOD MULCH DISH AROUND TREES VINYL EDGING IS NOT REQUIRED, UNLESS NOTED OTHERWISE.

11 AREA TO BE EDGED WITH 6-INCH BLACK VINYL EDGING (BLACK DIAMOND OR APPROVED EQUAL).

12 14'-18' NORWAY SPRUCE OR WHITE SPRUCE TREES TO BE SPADED IN PER DEVELOPER.

Know what's Below. Call before you dig.

NORTH

0 50 100

DEVELOPER

NATIONAL SELF-STORAGE, LLC
2827 107TH AVENUE
BLAINE, MN 55449

MUNICIPALITY

City of RAMSEY

PROJECT

REGENCY COMMONS
RAMSEY, MN

SHEET INDEX

SHEET	TITLE
C0.1	CIVIL TITLE SHEET
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C3.1	GRADING, DRAINAGE,& EROSION CONTROL PAVING PLAN & NOTES
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L7.1	LANDSCAPE DETAILS

ISSUE / REVISION HISTORY

CONTACT ENGINEER FOR ANY PRIOR HISTORY

DATE	ISSUE / REVISION	REVIEW
03 JAN 2017	SITE PLAN SUBMITTAL	XXX

PROJECT MANAGER REVIEW

BY XX DATE XX.XX.XXXX

CERTIFICATION

I hereby certify that this plan 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

PRELIMINARY NOT FOR CONSTRUCTION

Randall C. Thielund
License No: 19576

Signature shown is a facsimile reproduction of original. Wet signed copy of this plan on file at Landform Professional Services, LLC office and is available upon request.

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SITE PLAN SUBMITTAL
01-03-2017

LANDFORM
From Site to Finish

105 South Fifth Avenue
Suite 513
Minneapolis, MN 55401

Tel: 612-252-9070
Fax: 612-252-9077
Web: landform.net

FILE NAME L201NSS001.DWG

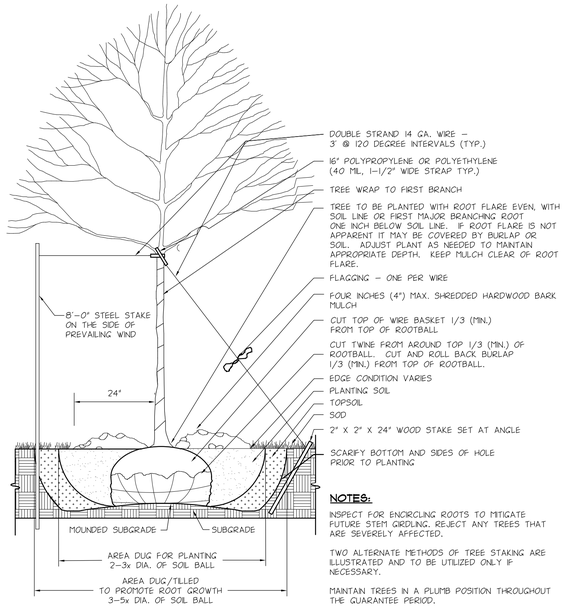
PROJECT NO. NSS16001

LANDSCAPE PLAN
L2.1

SHEET NO. 15/15

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NOTES:

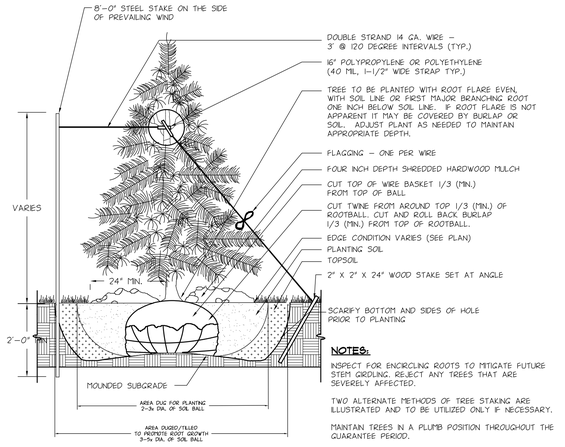
INSPECT FOR ENCIRCLING ROOTS TO MITIGATE FUTURE STEM GIRDLING. REJECT ANY TREES THAT ARE SEVERELY AFFECTED.

TWO ALTERNATE METHODS OF TREE STAKING ARE ILLUSTRATED AND TO BE UTILIZED ONLY IF NECESSARY.

MAINTAIN TREES IN A PLUMB POSITION THROUGHOUT THE GUARANTEE PERIOD.

1 DECIDUOUS TREE PLANTING

NO SCALE



NOTES:

INSPECT FOR ENCIRCLING ROOTS TO MITIGATE FUTURE STEM GIRDLING. REJECT ANY TREES THAT ARE SEVERELY AFFECTED.

TWO ALTERNATE METHODS OF TREE STAKING ARE ILLUSTRATED AND TO BE UTILIZED ONLY IF NECESSARY.

MAINTAIN TREES IN A PLUMB POSITION THROUGHOUT THE GUARANTEE PERIOD.

2 CONIFEROUS TREE PLANTING

NO SCALE

NOTES:

IF ROOTS ARE PRESENT AROUND THE EDGES OF ROOTBALL, UNCOIL OR CUT AS MANY AS POSSIBLE WITHOUT DESTROYING SOIL MASS.

3 SHRUB PLANTING

NO SCALE

TREE SPADE NOTES

1. COORDINATE PROPOSED RELOCATION OF EXISTING TREES WITH GRADING CONTRACTOR. STAGING OF TREE SPADING AND RELOCATION WILL BE DETERMINED BY GRADING PROCESS. TREE SPADE CONTRACTOR IS TO DETERMINE BEST STAGING PROCESS TO MAINTAIN HEALTH AND VIABILITY OF TREES TO BE RELOCATED.
2. IF TEMPORARY HOLDING AREA IS NECESSARY FOR SPADED TREES, LANDSCAPE CONTRACTOR WILL BE RESPONSIBLE FOR WATERING, MULCHING AND FERTILIZING TO MAINTAIN EXISTING HEALTH AND VIABILITY OF TREES UNTIL FINAL LOCATION ON SITE IS MET.
3. FINAL SETTING OF RELOCATED TREES SHALL BE DETERMINED WITH THE FOLLOWING PARAMETERS IN MIND:
   A. MAINTAIN ORIGINAL ORIENTATION OF TREES. EXISTING NORTH FACING SIDE OF TREE SHALL BE NORTH FACING SIDE OF TREE IN NEW LOCATION.
   B. CONSIDERATION OF EXISTING SLOPE AROUND ORIGINAL SITE OF TREE SHALL BE IMITATED AS CLOSELY AS POSSIBLE TO MAINTAIN ORIGINAL SLOPE AND DRAINAGE CONDITIONS.
   C. RELOCATE TREES AS CLOSE AS POSSIBLE TO ORIGINAL LOCATION TO MAINTAIN ORIGINAL SOIL CONDITIONS.
4. TREES TO BE RELOCATED SHALL BE TAGGED AND/OR PAINTED ON SITE.
5. TAKE CARE TO MINIMIZE DAMAGE TO LIMBS AND GENERAL HEALTH OF TREES. WRAP OR TE TREES BEFORE SPADING TO MINIMIZE DAMAGE DURING RELOCATION. IF SIGNIFICANT DAMAGE OCCURS DUE TO IMPROPER PROCEDURES LANDSCAPE CONTRACTOR WILL BE RESPONSIBLE FOR EQUIVALENT REPLACEMENT OF DAMAGED TREE.
6. INSPECTION AND GUARANTEE OF RELOCATED TREES ARE AS DEFINED IN LANDSCAPE PLANS AND SPECIFICATIONS.
7. TRANSPLANTED DECIDUOUS/CONIFEROUS TREES SHALL BE TRIMMED OF ALL DEAD WOOD AND PRUNED TO NATURAL AND UNIFORM APPEARANCE.
8. TRANSPLANTED DECIDUOUS TREES RELOCATED IN PEDESTRIAN/VEHICULAR CIRCULATION AREAS SHALL BE TRIMMED FREE OF BRANCHES FROM GRADE TO HEIGHT OF 6'-8'.

CALIPER SIZE	SPADE DIAMETER	SPADE DEPTH
1" CALIPER	12" MINIMUM DIA.	8" – 10"
2" CALIPER	20" MINIMUM DIA.	13" – 18"
3" CALIPER	30" MINIMUM DIA.	23" – 29"
4" CALIPER	40" MINIMUM DIA.	30" – 40"
5" CALIPER	50" MINIMUM DIA.	36" – 48"
6" CALIPER	60" MINIMUM DIA.	43" (OPTIMAL SPADE)
7" CALIPER	70" MINIMUM DIA.	57" (OPTIMAL SPADE)
8" CALIPER	80" MINIMUM DIA.	57" (OPTIMAL SPADE)
9" CALIPER	90" MINIMUM DIA.	63" (OPTIMAL SPADE)
10" CALIPER	100" MINIMUM DIA.	58" (OPTIMAL SPADE)

NOTES:

THOROUGHLY WATERED UPON RELOCATION AND MAINTAINED IN A PLUMB POSITION THROUGHOUT PLANTING AND WATERING PROCESS.

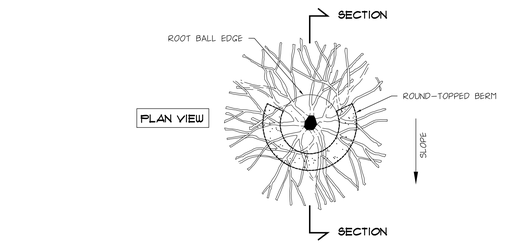
FILL ALL AREAS EXPOSING THE TREE ROOT SYSTEM.

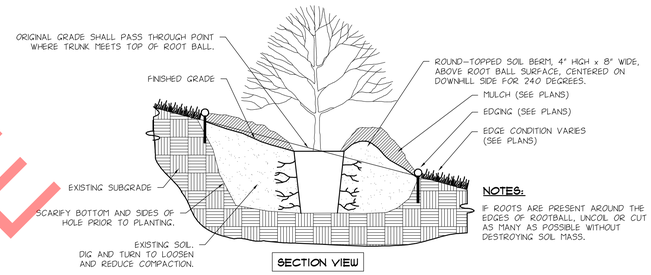
MAINTAIN TREES IN A PLUMB POSITION FOR ONE (1) YEAR AFTER PLANTING.

SCARIFY BOTTOM AND SIDES OF HOLE PRIOR TO PLANTING.

4 SPADE-RELOCATION FOR CONIFEROUS/DECIDUOUS TREE

NO SCALE





NOTES:

IF ROOTS ARE PRESENT AROUND THE EDGES OF ROOTBALL, UNCOIL OR CUT AS MANY AS POSSIBLE WITHOUT DESTROYING SOIL MASS.

5 STEEP SLOPE PLANTING

NO SCALE

PREVIOUS CASE

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0 50 100

DEVELOPER

NATIONAL SELF-STORAGE, LLC
2827 107TH AVENUE
BLAINE, MN 55449

MUNICIPALITY

City of RAMSEY

PROJECT

REGENCY COMMONS

RAMSEY, MN

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03 JAN 2017	SITE PLAN SUBMITTAL	XXX

PROJECT MANAGER REVIEW

BY XX DATE XX.XX.XXXX

CERTIFICATION

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

Randall C. Medlund
License No: 19576

Signature shown is a reproduction of original. Wet signed copy of this plan on file with Landform Professional Services, LLC office and is available upon request.

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SITE PLAN SUBMITTAL
01-03-2017

LANDFORM
From Site to Finish

105 South Fifth Avenue
Suite 513
Minneapolis, MN 55401

Tel: 612-252-9070
Fax: 612-252-9077
Web: landform.net

FILE NAME L701KRZ001.DWG

PROJECT NO. NSS16001

LANDSCAPE DETAILS
L7.1

SHEET NO. 15/15

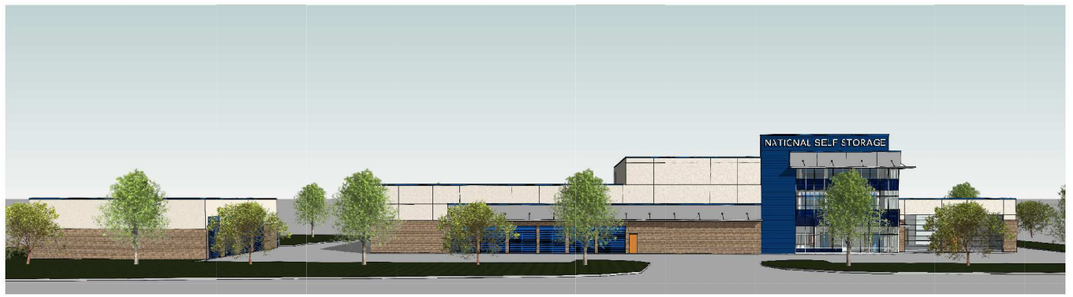
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1 R1.1 ENTRY RENDERING



2 R1.1 SITE RENDERING



3 R1.1 SITE RENDERING 2

PREVIOUS CASE

5.02: Review Sketch Plan for proposed Plat "Regency Commons" generally located at 14725 Ramsey Boulevard NW (Project No. 16-108); Case of National Self Storage LLC

Presentation

Community Development Director Gladhill presented the staff report stating the purpose of this file is to review the official Sketch Plan prepared by Landform for the purpose of combining three (3) existing lots into two (2) buildable lots at the northeast corner of Ramsey Boulevard and Bunker Lake Boulevard. The three (3) parcels are identified as PID #27-32-25-22-0006, #27-32-25-22-0003, and #27-32-25-22-0002 (together referred to as the "Subject Property"). The Sketch Plan Review process affords the Planning Commission the opportunity to provide early direction on the layout of the proposed plat, before a developer prepares detailed Preliminary Plat plans. A key decision will occur at Preliminary Plat, in which the layout will be approved, subject to approving final construction plans and Final Plat documents. At that time, the City will review items including, but not limited to, Grading and Drainage Plans, Utility Plan, Landscape Plan, and Street Light Plan. Staff requested feedback from the Commission on the Sketch Plan.

PREVIOUS CASE

Commission Business

Chairperson Levine requested further information on the location of this project.

Community Development Director Gladhill reviewed the project site with the Commission.

Commissioner VanScoy asked if the cul-de-sac issue had been resolved.

Community Development Director Gladhill reported staff sees a benefit to having a cul-de-sac, however the bank that currently owns the property does not see value in constructing a cul-de-sac. He anticipated some sort of hybrid cul-de-sac would need to be built to access the area. He discussed which plow truck would have to be used to access this area. He explained staff would need additional feedback from the Commission regarding the cul-de-sac.

Commissioner Bauer believed the cul-de-sac benefited the City more than the applicant. The recommended the City be responsible for the construction of the cul-de-sac given the fact the applicant was willing to donate the land.

Karen Albu, 14732 Limonite Street, reported she submitted a two-page letter to staff regarding the Sketch Plan. She hoped that the wildlife would be able to remain moving through this area.

Community Development Director Gladhill reported the next step for this case would be to hold a public hearing in the coming months in order to take comment from residents.

Commissioner Brauer inquired if the City had received a landscaping plan. He recommended conifers be planted on this property to provide additional screening.

Community Development Director Gladhill explained the City would be reviewing a landscaping plan in the next step.

Curtis Foster, 7121 148th Lane NW, asked how property values would be impacted by the proposed project.

Community Development Director Gladhill explained staff does not have any empirical evidence that the project would negatively affect property values. He believed there was enough separation that this would not be a concern. He explained City staff could speak with the Council anecdotally regarding the adjacent property values.

Commissioner Brauer stated he wouldn't mind living next to the proposed facility given the fact there would be little noise or traffic and there would be a good-sized buffer in place.

Chairperson Levine requested comment from the applicant.

Reid Schulz, Landform Professional Services, introduced himself to the Planning Commission. He discussed the success of Troy Halverson and National Self Storage. He thanked staff for their assistance with the Sketch Plan. He explained this plan was not requesting a variance within the buffer yard. He reported he was willing to work with the neighbors and would not be contributing to any of the drainage concerns. He described how a hammerhead turnaround was used and questioned the benefit of the hybrid cul-de-sac that was being proposed by the City. He explained he was more than happy to dedicate land to the City for a cul-de-sac but stated he would be seeking a reduction in the park dedication fees if this were to proceed. It was his recommendation that the cul-de-sac not be required.

Commissioner Bauer asked if the two large garage doors would accommodate semi-trucks.

Mr. Schulz indicated the two larger doors would allow for climate controlled access into the facility for patrons visiting the site during the winter months. He described how access would be controlled by the gates and noted now outdoor storage would be allowed.

Commissioner VanScoy questioned how the pond would be accessed.

Mr. Schulz described how maintenance vehicles would access the pond through the stub street.

Community Development Director Gladhill stated in the past there was openness for the applicant to dedicate property to the City. He explained he would be interested in holding further conversations with the applicant regarding the cul-de-sac. He understood the cul-de-sac would be awkward in shape, but the City saw value in completing this project. He recommended staff speak with the applicant and bring forward a recommendation to the Commission at a future meeting. He suggested the Public Works Superintendent attend the next meeting to review the cul-de-sac concerns in further detail with the Commission.

PREVIOUS CASE

Commissioner Surma questioned how high the proposed building would be.

Mr. Schulz reported the building would be under 35 feet in height.

Commissioner Surma asked if the City had notified adjacent property owners to make them aware of the proposal.

Community Development Director Gladhill explained the City had notified property owners within 700 feet of the subject property.

Commissioner Surma looked forward to hearing from the Public Works Director but stated he did not oppose to leaving the roadway as is.

Commissioner Nosan questioned how many entrances to the site would have.

Mr. Schulz explained the property would have a full access of off Ramsey Boulevard and a right in right out off of Bunker Lake Boulevard.

Motion by Commissioner Bauer, seconded by Commissioner VanScoy, to approve the Sketch Plan and direct the Applicant to proceed to preparing a Preliminary Plat, with the considerations listed in this staff report and those raised by the Planning Commission, contingent upon review by City staff.

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

5.03: Review Sketch Plan for Three (3) Lot Subdivisions at 7131 166th Avenue NW (Project No. 16-32); Case of CTW Group Inc.

Presentation

Community Development Director Gladhill presented the staff report stating the purpose of this file is to review the official Sketch Plan prepared by Advance Surveying & Engineering, Co. for the purpose of creating three (3) new lots at 7131 166th Avenue NW (the "Subject Property"). The Sketch Plan Review process affords the Planning Commission the opportunity to provide early direction on the layout of the proposed plat, before a developer prepares detailed Preliminary Plat plans. A key decision will occur at Preliminary Plat, in which the layout will be approved, subject to approving final construction plans and Final Plat documents. At that time, the City will review items including, but not limited to, Grading and Drainage Plans, Utility Plan, Landscape Plan, and Street Light Plan. Staff requested feedback from the Commission on the Sketch Plan.

Commission Business

Commissioner Bauer asked how much of a concern the rear yard of Lot 1 would be.

PREVIOUS CASE

CITY OF RAMSEY LAND USE APPLICATION
TECHNICAL REVIEW FILE

DATE	JANUARY 27, 2017 REVISED: FEB. 24, 2017	**PROJECT ADDRESS**	14725 RAMSEY BLVD NW
PROJECT. TITLE	REGENCY COMMONS: COMPREHENSIVE PLAN AMENDMENT, ZONING AMENDMENT, SITE PLAN, VARIANCE. PRELIMINARY PLAT AND FINAL PLAT REQUESTS		
ESCROW #	115441		
DEPARTMENT:	Community Development: Planning Division (Zoning Code)		
TECHNICAL REVIEWER:	Name: Eric Maass, Consultant City Planner Phone: (763) 576-4306 Email: EMaass@wsbeng.com		

PREVIOUS CASE

We offer the following comments regarding the submittal for Preliminary Plat, Final Plat, Comprehensive Plan Amendment, Zoning Amendment, Site Plan, and Variance (to shoreland overlay district standards) approval for Regency Commons. The plan set consists of fifteen (15) sheets, prepared by Landform and dated January 3, 2017. Revised building elevations were provided to the City on February 22, 2017.

Based on the plan set provided, Staff has the following comments that require revision:

1. *Sheet C2.1 and subsequent relevant sheets should show an extension of 148th Avenuw NW. The City's standard residential road section, complete with curb, extended 3 feet past sanitary manhole located in road centerline on 148th Ave leading into the east side of the property. Curbing will be required to match existing conditions and must be installed on all 3 sides of the road extension. This was discussed and agreed to in meeting on November 14, 2016.*

2. *Sheet C2.1 currently indicates a fifteen (15) foot access easement. This should be revised to a twenty (20) foot maintenance easement. This was discussed and agreed to in meeting on November 14, 2016.*

Based on the plan set provided, Staff has the following comments that require discussion and possible revision:

1. *Revised building elevations submitted to the City show a parapet wall that has been increased in height to allow for space that would support the instillation of a wall sign that would read "National Self Storage". This increased height appears to be within the maximum height allowed (60 feet) within the E-1 Employment district; however, because this is new to the City and the local residents the aesthetic of this increase in height and inclusion of a sign will need to be discussed between the Applicant and City Staff.*

Preliminary and Final Plat

The applicant is requesting review of a Preliminary and Final Plat that contemplates platting PID #'s 27-32-25-22-0006, #27-32-25-22-0003, and #27-32-25-22-0002 (the "Subject Properties") into two lots. Lot 1 is shown to contain two 3-level indoor storage buildings and two 1-level storage buildings. Only one of the 3-level indoor storage buildings and one of the 1-level storage buildings would be initially constructed. Lot 2 is shown as undeveloped and would be held for possible future development. It is not known at this time what that possible future development would be, but the plan set indicates "Future Neighborhood Commercial".

Currently there are three parcels located on the subject site. The parcel on the northern portion of the subject site is guided Business Park and zoned E-1 Employment. The other two parcels located in the southwest corner of the site are guided Commercial and zoned B-1 Business. The Applicant has proposed a reconfiguration of the existing lots to create more traditional lot shapes. Phase 1 of the project would occur on Lot 1.

Parcels within the E-1 Employment District are required to meet the following dimensional standards in accordance with City Code Section

LOT 1	Required	Proposed
Lot Area	1 acre	4.45 Acre +/-
Lot Width	200 feet	290 feet +/-

Parcels within the B-1 Business District are required to meet the following dimensional standards

LOT 2	Required (with municipal utilities)	Proposed
Lot Area	½ acre	1.75 Acre +/-
Lot Depth	150 feet	263 feet +/-
Lot Width	100 feet	290 feet +/-

PREVIOUS CASE

Development Fees. Development Fees will be due with the Plat including, but not limited to, Park Dedication, Trail Development, and Stormwater Management. These fees are collected at the time the Final Plat is recorded and at the rate in effect when the plat is recorded.

Development Agreement. Upon approval of a Final Plat, an executed Development Agreement will be required prior to releasing the plat for recording.

Staff recommends approval of the Preliminary and Final Plat.

Comprehensive Plan Amendment and Re-Zoning Application Review

As a result of the re-platting of the Subject Properties, the Applicant is proposing that the existing zoning classification boundaries be re-configured to match the proposed parcel shapes. As such, Lot 1 would be

rezoned to E-1 Employment District, and Lot 2 would be rezoned to B-1 Business District. Due to the reorganization of parcel lines and zoning districts, the designations for these parcels must be adjusted to as well.

As proposed, Regency Commons would result in zero (0) additional lots being added to the Municipal Urban Service Area (MUSA) boundary. Generally, it is required that adjacent communities review the proposal and provide comment; however, if the proposed amendment is able to meet the following criteria, then that adjacent community review may be waived by the metropolitan council.

- The Amendment involves a site of 40 acres or less
- The amendment does not change the community's growth forecasts for 2010 - 2030 or the TAZ allocations
- The amendment site is either more than one quarter of a mile from an adjacent jurisdiction or is beyond the distance or area which the community's adopted ordinances require notice to adjacent or affected property owners, whichever distance is less.

The proposed amendment meets the above criteria.

Staff finds that the proposed request for a Comprehensive Plan Amendment would not have an adverse effect on public infrastructure or safety and recommends approval of the Comprehensive Plan Amendment and Re-Zoning of the Subject property.

PREVIOUS CASE

Shoreland Overlay Variance Review

The Applicant is currently proposing a site plan that would result in Lot 1 of Regency Commons having a total impervious area of 54.7%. City Code Section 117-225 Subd. (g)(4) b. 1. limits the amount of impervious surface of the lot area to 25% when any portion of the lot is located in the Shoreland Overlay District.

In reviewing the site plan as proposed, the portion of Lot 1 located within the Shoreland Overlay District is shown as remaining completely pervious as it is within the required sixty (60) foot landscape buffer. In addition, the E-1 Employment District has a maximum lot (building) coverage requirement of 45% which the Applicant is also required to meet.

Information was sent to the MN DNR for review and comment and Staff has not received a response yet.

Staff recommends approval of the Shoreland Overlay variance as requested.

Site Plan Review

Staff offers the following comments as a general staff review of the Site Plan in comparison to the City's zoning code.

Lot Coverage Calculations. The E-1 district allows a maximum lot coverage of 45%. The Applicant is currently showing a lot coverage calculation of 54.7% (which includes parking surfaces and buildings). However, the building coverage, including the two (2) 'future' buildings, is well below the 45% threshold.

Setbacks: The required setbacks are outlined below.

Setbacks	
Front Building Setback: 35 feet	80 feet
Rear Building Setback: 35 feet	90.5 feet
Side Building Setback: 20 feet	95 feet
Major and minor arterials and county and state roadways: 60 feet from centerline of road right-of-way plus the local applicable setback (60 feet + 35 feet = 95 feet)	138 feet
Setbacks when adjacent to residential district:	Proposed:
Buildings: 60 feet	90.5 feet
Off-street parking, storage areas, and driveways: 40 feet	60.5 feet
Parking and paving setback from street right-of-way: 20 feet	20 feet
Maximum Building Height: 65 feet	44 feet
Minimum lot (building) coverage: 45 percent	25.57%
Lighting – must deflect light away from adjoining residential district.	Photometric plan provided which indicated no light emitting past the site boundaries. Shop drawing of downcast fixtures with recessed bulbs shown.

PREVIOUS CASE

Building Elevations: Zoning limits building height in the E-1 Employment District to 65 feet. The building elevations show a mixture of brick, masonry block, glass, colored metal paneling, and stucco. The E-1 District allows for the following materials: Face brick; Stucco; Glass; Wood; Natural Stone; specifically designed pre-cast concrete units whose surfaces have been integrally treated with an applied decorative material or texture; and other materials as may be approved by the City. The identifiable materials of brick, masonry block, stucco, and glass meet the requirements of the zoning district. Staff finds the proposed materials of colored metal paneling to be acceptable and provides an additional aesthetic element and color to the façade.

Revised building elevations show that the parapet wall has been increased in height to provide for area that a sign reading "National Self Storage" could be mounted. Staff would like to work with Applicant to try and reduce the added height from the parapet wall as it appears that the sole purpose of it is to provide additional space for signage.

Streets: Sheet C.2 shows a singular access onto Ramsey Boulevard NW (County Road 56). This access is acceptable to the County. Previous plans for a mini storage facility on this site have shown a cul-de-sac constructed at the current termination of 148th Avenue NW. A cul-de-sac is no longer being shown as a result of discussion between the Applicant and the City. The City's Public Works Superintendent offered the following proposal, which the Applicant was agreeable to; however, the plans to date do not reflect the proposed improvements.

In place of the cul-de-sac at the end of 148th Ave, the City would accept the following improvements, installed and paid for by the Developer, included in the project:

- The City's standard residential road section, complete with curb, extended three (3) feet past sanitary manhole located in road centerline on 148th Ave leading into the east side of the property. Curbing matching existing conditions must be installed on all three (3) sides of the road extension.
- A twenty foot (20') maintenance easement granted to the City along the eastern property line, with no additional trees planted in easement. This easement is needed to provide access for maintenance to existing storm water structures.
- A written agreement, drafted by Developer and reviewed and approved by the City, to allow snow storage on Subject Properties from the dead end on 148th Ave. **Note**-most of the snow should be retained in the 20' maintenance easement, but in years with high snow volumes, it may be necessary to store the snow on private property.

City Staff and Anoka County Highway Staff continue to discuss the proposed access point off CSAH 56. The outcome of these discussions may impact the proposed location of access. If so, revised plans will be necessary and would need to be routed back through City Council for consideration and approval.

Grading and Drainage: Engineering Staff will provide specific review related to grading and drainage on the site. However, initially, it would seem that the proposed grading of the eastern edge of the site behind Lots 6 and 7 of Regency Pond 2nd Addition will need to be revised as the grades as shown are too steep to allow for maintenance vehicles to adequately access the rear easement. The siting of proposed trees may need to be revised to ensure accessibility for public works equipment to navigate the easement.

Stormwater: Engineering Staff will provide specific review related to stormwater. However, a stormwater permit from the Lower Rum River Watershed Management Organization (LRRWMO) may be required. Any plan sets to be submitted to the LRRWMO for permit review must first be submitted to the City for review.

Landscaping: One (1) deciduous or coniferous tree is required for every fifty (50) lineal feet of site perimeter or one (1) tree per 1,000 square feet of building footprint area, whichever is greater. For shrubs, one (1) shrub per lineal foot of site perimeter or one (1) per three hundred square feet of building footprint area, whichever is greater. Deciduous trees are required to be 2.5 inches in diameter as measured three feet above ground. Coniferous trees are to be 6 feet in height. Deciduous shrubs are to be 2 feet in height. Evergreen shrubs are to be 2 feet in height or 2 feet in width, whichever applies. Ornamental trees are to be 1.5 inches in diameter as measured three feet above ground.

Base Landscaping Requirements

- 45 trees to meet the 1 tree per 50 linear feet of site perimeter
- 14 trees to meet the 30% of total requirement additional increase of landscape plantings for the buffer yard requirement
- 59 total trees required
- 102 shrubs to meet the 1 shrub per 300 square feet of building footprint area
- 31 shrubs to meet the 30% of total requirement additional increase of landscape plantings for the buffer yard requirement

Landscaping Shown

- 78 trees
- 133 shrubs

PREVIOUS CASE

Note that Parking Lots have specific landscaping requirements including:

- 1 tree per every ten parking spaces (18 parking spaces shown).
  - (2 trees for parking + 59 trees for base landscaping requirements = 61 trees. 78 trees are proposed.)
- Every overstory tree planted shall be provided with a planting area of 162 square feet
- Acceptable ground cover materials include sod, mulch, and other natural ground cover. Landscaping rock and plastic underlayment is not allowed.
- All parking lot planting areas shall include underground irrigation systems.

- A planting detail must be included with the landscape plan (another option is to incorporate the City's tree planting detail). At a minimum, it should state:
  - Planting depth shall be such that the 1st set of primary roots is at finished grade
  - Only prune out dead/broken/deformed branches at time of installation
  - Removal of upper portion of wire basket and burlap after being placed in planting hole if using B & B stock.
  - 2-4 inches of wood chip mulch shall be included around all trees. Mulch shall not be piled against the trunk of trees.

Topsoil: All exposed ground areas of a site not occupied by building, parking or storage, excluding natural areas that are left undisturbed, shall be covered with four inches of topsoil meeting the City's topsoil specification. Note that copies of the load tickets are required and a topsoil inspection is required before any landscaping is installed.

Tree Preservation: A detailed tree inventory identifying all significant trees, as defined in City Code Section 117-327 (and outlined below), was submitted. At least thirty percent (30%) of the inches of existing significant tree DBH must be preserved on site. The tree preservation plan submitted appears to comply with the removal threshold for the entire site. However, when Lot 2 is developed, it appears that additional reforestation efforts may be needed as the majority of the preserved trees are on that lot.

PREVIOUS CASE

CITY OF RAMSEY LAND USE APPLICATION
TECHNICAL REVIEW FILE

DATE	FEBRUARY 24, 2017	**PROJECT ADDRESS**	EAST OF RAMSEY BLVD, NORTH OF BUNKER LAKE BLVD
PROJECT. TITLE	NATIONAL SELF STORAGE, REGENCY POND		
ESCROW #	115441		
DEPARTMENT:	Engineering		
TECHNICAL REVIEWER:	Name: Leonard Linton Phone: 763 433-9834 Email: llinton@ci.ramsey.mn.us		

PREVIOUS CASE

We offer the following comments regarding the Site Plan Submittal Exhibits for National Self Storage, Regency Ponds. The submittal consists of 15 sheets prepared by Landform Professional Services dated January 3, 2017. We offer the following general comments on these plans:

1. A legend showing all symbols used on that sheet must be added to **each** sheet.
2. Ramsey City Details must be included in the plans for all applicable items that will be installed on the project. The details are available on the City website in .dwg and .pdf format.
3. All sidewalks in public right-of-way must be shown as 6 feet wide and 6 inches thick.
4. Class 5 shall meet the Ramsey modified gradation. This gradation must be included in the details.
5. Add note: "All DIP 6" and smaller shall be Class 53."

Sheet specific comments follow:

C 0.1

1. Update the benchmark information to reference a benchmark within the City of Ramsey.

C 1.1

1. Revise note 13 to read "All abandoned pipe must be removed from site".

C 2.1

1. Per general comment #1, a legend is required showing all symbols used on the sheet.
2. The legend symbol for Class 5 gravel must be the same scale as the plan view symbol. More contrast must be used between the green space and class 5 shadings.

C 3.1

1. Per general comment #1, a legend is required showing all symbols used on the sheet.
2. A clay liner must be installed in the pond below the 100-year HWL. A liner is required to comply with the current rules for no infiltration on this project.
3. Add the following to note 9. "Streets must be swept within 3 hours of notification from the City that sweeping is required.

C 3.2

1. Add the following under termination of coverage "The City must approve the Notice of Termination prior to submittal. All Erosion Control inspection logs must be submitted to the City prior issuance of the Certificate of Occupancy."

C 4.1

1. Note 13 the correct City contact is Mike McDowall.

Stormwater Calculations

A stormwater summary report was submitted and reviewed. The report identifies 3 drainage areas on the existing site and tabulates the runoff for the existing condition for the 2, 10 and 100 year storm. The discharge points for the drainage areas are Ramsey Boulevard, Bunker Lake Boulevard and the existing pond in the Regency Pond development to the east. The report also tabulates the proposed runoff for these same drainage areas. The City finds that the proposed runoff rates are different than reported in the table. The table below shows the difference observed for Ramsey Boulevard.

Ramsey Boulevard (2S, 5P)

Event	Existing	Proposed	Difference
2 yr.	0	0.9	+0.9
10 yr.	0.1	1.6	+1.5
100 yr.	1.8	4.3	+2.5

The Ramsey Boulevard and Bunker Lake Boulevard storm sewers were not designed to accommodate runoff from the adjacent properties. An analysis of these systems will be required to demonstrate that adding water to the system will not increase the spread on the pavement.

This project will be required to contribute to the infiltration mitigation fund in lieu of installing infiltration on site. The amount of the contribution is the estimated cost to construct an infiltration basin sized for this project. The project engineer prepares the calculations and the City reviews the calculations and recommends the amount to be included in the Development Agreement.

PREVIOUS CASE

The pond should be designed to accommodate the runoff from Lot 2. Designing a pond just for Lot 2 will require more area than the incremental increase of directing the runoff to a central pond and will require more structures.

The pipe sizing calculations meet the City requirements.

A project manual which includes the bid form, contract and specifications must be submitted for the project. Shop Drawings must be submitted for City Review.

PREVIOUS CASE

ORDINANCE #17-05

CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA

AN AMENDMENT TO CHAPTER 117 WHICH IS KNOWN AS THE ZONING AND SUBDIVISIONS CHAPTER OF THE CITY CODE OF RAMSEY, MINNESOTA.

AN ORDINANCE AMENDING SECTION 117-90 "MAP" OF CHAPTER 117 OF THE CITY CODE OF RAMSEY, MINNESOTA.

SECTION 1. AMENDMENT

The following legally described properties or portions thereof, are hereby rezoned from B-1 Business District to E-1 Employment District.

Lot 1, Regency Commons, Anoka County, Minnesota; and

(the "Subject Property")

SECTION 2. AMENDMENT

The following legally described properties or portions thereof, are hereby rezoned from E-1 Employment District to B-1 Business District.

Lot 2, Regency Commons, Anoka County, Minnesota; and

(the "Subject Property")

PREVIOUS CASE

SECTION 3. MAP

The City is hereby instructed to cause this amendment to be shown on the "City of Ramsey Zoning Map", which map was adopted pursuant to Section 117-90 of the Ramsey City Code.

SECTION 4. EFFECTIVE DATE

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

PASSED by the City Council of the City of Ramsey, Minnesota the _____ day of_____, 2017.

_____
Mayor

ATTEST:

_____
City Administrator

Introduction date:
Posting dates:
Adoption date:
Publication date:
Effective date:

PREVIOUS CASE

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

RESOLUTION #17-02-036

A RESOLUTION IDENTIFYING FINDINGS, APPROVING A COMPRHENSIVE PLAN AMENDMENT, CONTINGENT UPON METROPOLITAN COUNCIL APPROVAL, TO AMEND LAND USE DESIGNATION ON THE SUBJECT PROPERTY TO ALIGN WITH REVISED PROPERTY BOUNDARIES, AND AUTHORIZING CITY STAFF TO SUBMIT AN APPLICATION TO THE METROPOLITAN COUNCIL FOR AN AMENDMENT TO THE COMPREHENSIVE PLAN

WHEREAS, National Self Storage, LLC, hereinafter referred to as "Applicant", properly applied to the City of Ramsey (the "City") requesting an amendment to the Comprehensive Plan to amend the future land use designation of the subject parcels to align with the newly proposed lot configuration. The properties in question are currently guided as "Places to Work" and "Places to Shop". Those two designations will remain in place; however, the parcel lines they are correlated to will be altered as shown in the site plan. This change is for the following legally described property:

Parcel A: That part of the Northwest Quarter of the Northwest Quarter (NW 1/4 of the NW 1/4) of section twenty-seven (27), Township Thirty-two (32), Range twenty-five (25), that is described as follows, to-wit:

Commencing at a point on the west line of said section which point is two hundred nine (209) feet north of the southwest corner of said northwest quarter of northwest quarter (nw ¼ of nw ¼) as measured along said west line; thence proceeding east and parallel to the south line of said section for a distance of two hundred nine (209) feet; thence proceeding north and parallel to the west line of said section for a distace of two hundred nine (209) feet; thence proceeding west and parallel to first course to the west lien of said section; thence proceeding south along the west line of said section to point of commencement, Except Anoka County Highway Right-of-Way Plat No. 16.

And

Parcel B: That part of the Northwest Quarter of the Northwest Quarter (NW 1/4 of the NW 1/4) of section twenty-seven (27), Township Thirty-two (32), Range twenty-five (25), that is described as follows, to-wit:

Commencing at a point on the west line of said section which point is two hundred nine (209) feet north of the southwest corner of said northwest quarter of northwest quarter (nw ¼ of nw ¼) as measured along said west line; thence proceeding east and parallel to the south line of said section for a distance of two hundred nine (209) feet; thence proceeding south and parallel to the west line of said section for a distance of two hundred nine (209) feet; thence proceeding west and parallel to first course to the west line of said section; thenceproceeding north along the west line of said section to point of commencement, Except Anoka County Highway Right-of-Way Plat No. 16

And

Outlot A, Regency Pond, Anoka County, Minnesota

PREVIOUS CASE

Or after platting

Lot 1, Regency Commons, Anoka, Minnesota

And

Lot 2, Regency Commons, Anoka, Minnesota
(the "Subject Property")

AND WHEREAS, the Comprehensive Plan approved in 2010 shows the Subject Property designated land use as Business Park and Commercial; and

WHEREAS, the Applicant is requesting that the designated land uses be realigned with the revised property lines as shown on the Regency Commons plat and outlined in the above legal descriptions.

WHEREAS, the Ramsey Planning Commission met on February 2nd, 2017, conducted a public hearing, and considered the Applicant's request for a Comprehensive Plan Amendment.

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 request for a land use designation change to reflect the adjustment in lot line configuration for areas identified above and guided as Business Park and Commercial.

2) That the Ramsey City Council hereby authorizes City Staff to submit the necessary documentation to Metropolitan Council for an amendment to the 2010 Comprehensive Plan to change the land use designation to Business Park and Commercial.

3) That this land use change shall become effective concurrent with the City's receipt of notification of approval from Metropolitan Council.

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:

PREVIOUS CASE

whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the _____ day of _____, 2017.

_____
Mayor

ATTEST:

_____
City Clerk

PREVIOUS CASE

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

RESOLUTION #17-02-037

RESOLUTION GRANTING SITE PLAN APPROVAL FOR NATIONAL SELF STORAGE, LLC

WHEREAS, on January 5, 2017, the City received an application and plans from National Self Storage, LLC for Site Plan Review; and

WHEREAS, on February 2, 2017, the Planning Commission reviewed the Site Plan, and recommended that the City Council approve/deny said Site Plan; and

WHEREAS, on February 14, 2017, the City Council considered approval of the Site Plan for the building expansion.

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

1) That the City Council of the City of Ramsey does approve the Site Plan for National Self Storage LLC, contingent upon compliance with the Staff Review Letter dated January 27, 2017, review and approval by the City Engineer, and the Developer executing a Development Agreement with 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 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 the 14th day of February, 2017.

_____
Mayor

ATTEST:

_____
City Clerk

PREVIOUS CASE

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

RESOLUTION # 17-02-038

RESOLUTION GRANTING PRELIMINARY PLAT APPROVAL OF REGENCY COMMONS

WHEREAS, National Self Storage, LLC, hereafter referred to as "Developer", properly applied for final preliminary approval of the following described property located in the City of Ramsey:

Parcel A: That part of the Northwest Quarter of the Northwest Quarter (NW 1/4 of the NW 1/4) of section twenty-seven (27), Township Thirty-two (32), Range twenty-five (25), that is described as follows, to-wit:

Commencing at a point on the west line of said section which point is two hundred nine (209) feet north of the southwest corner of said northwest quarter of northwest quarter (nw ¼ of nw ¼) as measured along said west line; thence proceeding east and parallel to the south line of said section for a distance of two hundred nine (209) feet; thence proceeding north and parallel to the west line of said section for a distance of two hundred nine (209) feet; thence proceeding west and parallel to first course to the west lien of said section; thence proceeding south along the west line of said section to point of commencement, Except Anoka County Highway Right-of-Way Plat No. 16.

And

Parcel B: That part of the Northwest Quarter of the Northwest Quarter (NW 1/4 of the NW 1/4) of section twenty-seven (27), Township Thirty-two (32), Range twenty-five (25), that is described as follows, to-wit:

Commencing at a point on the west line of said section which point is two hundred nine (209) feet north of the southwest corner of said northwest quarter of northwest quarter (nw ¼ of nw ¼) as measured along said west line; thence proceeding east and parallel to the south line of said section for a distance of two hundred nine (209) feet; thence proceeding south and parallel to the west line of said section for a distance of two hundred nine (209) feet; thence proceeding west and parallel to first course to the west line of said section; thence proceeding north along the west line of said section to point of commencement, Except Anoka County Highway Right-of-Way Plat No. 16

And

Outlot A, Regency Pond, Anoka County, Minnesota

(the 'Subject Property');

WHEREAS, the City of Ramsey received a sketch plan for Regency Commons from National Self Storage, LLC; and

WHEREAS, the Planning Commission reviewed the sketch plan on November 3, 2016; and;

PREVIOUS CASE

WHEREAS, on February 2, 2017, the Ramsey Planning Commission conducted a public hearing regarding the proposed preliminary plat; and

WHEREAS, on February 14, 2017, the City Council reviewed the preliminary plat; and

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

1) That the Ramsey City Council hereby grants preliminary plat approval of Regency Commons in accordance with relevant City Codes, subject to the following conditions:

   a) Compliance with City Staff Review Letter dated January 27, 2017.
   b) Compliance with Review and Comments from City Engineering Staff.
   c) The Developer entering into a Development Agreement with the City.
   d) Metropolitan Council approving the request for a Comprehensive Plan Amendment.

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 14th day of February, 2017.

PREVIOUS CASE

_____
Mayor

ATTEST:

_____
City Clerk

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

RESOLUTION #17-02-039

RESOLUTION GRANTING FINAL PLAT APPROVAL OF REGENCY COMMONS

WHEREAS, National Self Storage, LLC, hereafter referred to as "Developer", properly applied for final plat approval of the following described property located in the City of Ramsey:

Parcel A: That part of the Northwest Quarter of the Northwest Quarter (NW 1/4 of the NW 1/4) of section twenty-seven (27), Township Thirty-two (32), Range twenty-five (25), that is described as follows, to-wit:

Commencing at a point on the west line of said section which point is two hundred nine (209) feet north of the southwest corner of said northwest quarter of northwest quarter (nw ¼ of nw ¼) as measured along said west line; thence proceeding east and parallel to the south line of said section for a distance of two hundred nine (209) feet; thence proceeding north and parallel to the west line of said section for a distance of two hundred nine (209) feet; thence proceeding west and parallel to first course to the west lien of said section; thence proceeding south along the west line of said section to point of commencement, Except Anoka County Highway Right-of-Way Plat No. 16.

And

Parcel B: That part of the Northwest Quarter of the Northwest Quarter (NW 1/4 of the NW 1/4) of section twenty-seven (27), Township Thirty-two (32), Range twenty-five (25), that is described as follows, to-wit:

Commencing at a point on the west line of said section which point is two hundred nine (209) feet north of the southwest corner of said northwest quarter of northwest quarter (nw ¼ of nw ¼) as measured along said west line; thence proceeding east and parallel to the south line of said section for a distance of two hundred nine (209) feet; thence proceeding south and parallel to the west line of said section for a distance of two hundred nine (209) feet; thence proceeding west and parallel to first course to the west line of said section; thence proceeding north along the west line of said section to point of commencement, Except Anoka County Highway Right-of-Way Plat No. 16

And

Outlot A, Regency Pond, Anoka County, Minnesota

(Subject Property)

WHEREAS, on February 2, 2017, the Planning Commission conducted a Public Hearing on the Preliminary Plat for REGENCY COMMONS; and

WHEREAS, on February 14, 2017, the City Council approved the Preliminary Plat; and

PREVIOUS CASE

WHEREAS, on January 5, 2017, the Developer submitted the Final Plat for Regency Commons.

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

That the Ramsey City Council hereby grants final plat approval to REGENCY COMMONS in accordance with relevant City Codes contingent upon the following conditions:

1. Compliance with City Staff Review Letter dated January 27, 2017.
2. Compliance with Review and Comments from City Engineering Staff.
3. Developer entering into a Development Agreement with the City.
4. Review and approval of construction plans by the City Engineer.

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 14th day of February, 2017.

_____
Mayor

ATTEST:

_____
City Clerk

PREVIOUS CASE

Anoka County
TRANSPORTATION DIVISION
Highway

Douglas W. Fischer, PE
County Engineer

February 9, 2017

Tim Gladhill
City of Ramsey
15153 Nowthen Blvd. NW
Ramsey MN 55303

Re: Site Plan – Regency Commons/National Self Storage

Dear Tim:

We have reviewed the site plan of Regency Commons/National Self Storage, to be located east of CSAH 56 (Ramsey Boulevard NW) and north of CSAH 116 (Bunker Lake Boulevard NW) within the City of Ramsey, and I offer the following comments:

This site has been formally reviewed at least 5 times since 1995. In all previous reviews, this department has consistently stated that all access for the site was to be made from the locally roadway system with no direct access points to either CSAH 116 or CSAH 56. Our perspective on access for this site has not changed. The connection of 148th Avenue NW to CSAH 56 has been previously accepted, and the proposed southbound CSAH 56 left turn lane construction is to be relocated to occur at 148th Avenue NW, with this site gaining access via 148th Avenue NW. If a secondary access point is required, this department would give consideration to allowing a right turn in/right turn out (RI/RO) access point onto CSAH 56 located within 500 feet of the intersection with CSAH 116, within the limits of the raised median channelization on CSAH 56.

Based on the site plan submitted, it appears that no additional right of way adjacent to CSAH 116 or CSAH 56 will be required at this time. It should be noted that the future reconstruction of CSAH 56 north of CSAH 116 may likely include the extension of the raised median and channelization, which could result in 148th Avenue NW becoming a RI/RO access point as well.

It appears that Case I intersection sight distance requirements may not be met at the proposed 148th Avenue NW intersection onto CSAH 56, with obstructions being trees and brush. The City and the Developer should ensure that clearing and/or grading is completed to satisfy the Sight corner requirements to the fullest extent possible for the proposed access. Please note that no plantings or business signs will be permitted within the county right of way, and care should be exercised when locating business signs, plantings, berms, etc. outside of the county right of way, so as not to create any additional sight obstructions for the 148th Avenue NW access onto CSAH 56.

PREVIOUS CASE

PREVIOUS CASE

In addition to the SB CSAH 56 left turn lane construction at 148th Avenue NW, construction of a NB right turn lane is will also be required. In addition, if the secondary RI/RO access point is to be constructed within 500 feet north of CSAH 116, the construction of a NB CSAH 56 right turn lane will be required at that access location as well.

The ACHD Engineering Plan Review process will apply to this site. Calculations must be submitted along with a grading and erosion control plan that delineates the drainage areas for this development. The post-developed rate/volume of runoff must not exceed the pre-developed rate/volume of runoff for the 10-year, critical design storm. Contact Nicholas Dobda, Engineer III, via telephone at 763.862.4261, or via e-mail at NicholasDobda@co.anoka.mn.us, for further information and to coordinate the ACHD Engineering Plan Review process. Please submit the turn lane construction plans, drainage calculations, grading and erosion control plans, ACHD Design Requirements Checklist for County Highway Modifications (copy available via our website), and the applicable engineering plan review (estimated at $450.00); fee to Mr. Dobda for his review and approval.

Following completion of the ACHD Engineering Plan Review process, the ACHD permit process can begin. A Commercial Access Permit (permit fee = $250.00), and a Permit for Work Within County Right of Way (permit fee = $150.00) are required and must be obtained prior to the commencement of any construction. License Permit Bonding, methods of construction, design details, work zone traffic control, restoration requirements and follow-up inspections are typical elements of the permitting process. Contact the Permit Office at 763.862.4224 for further information regarding the permit process.

PREVIOUS CASE

Thank you for the opportunity to comment. Feel free to contact me if you have any questions regarding this review.

Sincerely,

Jane K. Rose
Traffic Engineering Manager

xc: File - CSAH 56/Plats + Developments/2017
Larry Hoium, County Surveyor
Randy Bettinger, Traffic Engineering Coordinator
Terri Vaughan, Traffic Engineering Technician III
Permit Office
Nicholas Dobda, Engineer III

PREVIOUS CASE

COUNTY OF ANOKA

Public Services Division
HIGHWAY DEPARTMENT
1440 BUNKER LAKE BLVD. N.W., ANDOVER, MINNESOTA 55304
(612) 862-4200 FAX (612) 862-4201

FILE COPY

August 27, 2004

Amy Geisler
City of Ramsey
15153 Nowthen Blvd. N.W.
Ramsey, MN 55303

RE: Additional Comments - Preliminary Plat
Regency Pond 4th Addition (formerly known as Outlot A of Regency Pond)

Dear Amy,

Subsequent discussions have been held between local officials, the developer and City and County staff. Anoka County will agree to allowing a direct access point to CR 56 for this site, provided that it also serve as the access point for the remaining parcel zoned E-1 within the inner NW quadrant of the CSAH 116/CR 56 intersection, and that internal connectivity between the two parcels is provided and no other direct access to the county highway system will be necessary or permitted for these parcels. Depending on the magnitude of development to occur in this remaining parcel, NB CR 56 right turn lane construction may be required to be completed in conjunction with the remaining development. Please note that this section of CR 56 will have raised median channelization, and the access point permitted for these parcels onto CR 56 will become right turn in/right turn out (RI/RO) at some point in the near future.

All other comments regarding this development made in previous reviews remain unchanged. Thank you for the opportunity to comment. Feel free to contact me if you have any questions regarding this review.

Sincerely,

Jane K. Rose
Traffic Engineering Manager

xc: CR 56 + CSAH 116/PLATS/2004
Roger Butler, Traffic Engineering Coordinator
Josie Scott, Traffic Engineering Technician
Terri Klein, Permit Technician
Mike Kelly, Chief Right Of Way Agent
Larry Hoium, County Surveyor
Andrew Witter, Construction Engineer
Doug Fischer, County Engineer

PREVIOUS CASE

PREVIOUS CASE

COUNTY OF ANOKA

Public Services Division
HIGHWAY DEPARTMENT
1440 BUNKER LAKE BLVD. N.W., ANDOVER, MINNESOTA 55304
(612) 862-4200 FAX (612) 862-4201

August 3, 2004

FILE COPY

Amy Geisler
City of Ramsey
15153 Nowthen Blvd. N.W.
Ramsey, MN 55303

RE: Preliminary Plat
Regency Pond 4th Addition (formerly known as Outlot A of Regency Pond)

PREVIOUS CASE

Dear Amy,

We have reviewed the preliminary plat for Regency Pond 4th Addition, to be located in the NW quadrant of CSAH 116 (Bunker Lake Blvd) and CR 56 (Ramsey Blvd) within the City of Ramsey, and I offer the following comments:

We have previously reviewed and commented on this site (see attached previous reviews dated 11/20/95, 2/16/96, and 3/12/96. In all previous reviews, we have consistently indicated that all access for this parcel was to be made via the local roadway system, with no access being made to either CSAH 116 or CR 56. Within the past several weeks, a site plan was sent to us that depicted a storage facility on this site, and upon review of that site and past correspondence, we commented verbally to the City of Ramsey that we would not permit direct access to the county highway system for the parcel. Now in the present submittal, the parcel is being offered for our review as Lot 1, Block 1 of Regency Pond 4th Addition (a separate preliminary plat). Regardless of how the site is presented (as a site plan for a storage facility or a preliminary plat), direct access to the county highway system for the property is not appropriate. The parcel does have internal connectivity to the local roadway system via 148th Avenue NW. As previously stated, we have provided consistent written comment to the City indicating that we would not permit direct access to CR 56 or CSAH 116 for this parcel, and there appears to be no engineering basis to vary in our review perspective regarding this. The County Engineer has reviewed the past correspondence and the current submittals regarding this site as well, and concurs that access for the parcel is to be made entirely via 148th Avenue NW with no direct access to either CR 56 or CSAH 116. Additionally, if the remaining parcel zoned E-1 within the inner-NW quadrant of the CSAH116/CR 56 intersection should redevelop at some time in the future, the City and the affected property owners are to plan for internal connectivity between the two parcels, with no direct access to the county highway system for this parcel either.

120ft right of way corridors currently exist for both CSAH 116 and CR 56, which should be adequate for future reconstruction purposes.

Calculations must be submitted along with a grading and erosion control plan that delineates the drainage areas for this development. The post-developed rate of discharge shall not exceed the pre-developed rate runoff for the 10-year critical design storm. An engineering plan review fee estimated at $150.00 will apply to this project. Please submit the drainage calculations, grading and erosion control plan, and the applicable engineering plan review fee to Andrew Witter, Construction Engineer, for his review and approval.

If any work is to be performed within the county right of way, a permit is required and must be obtained prior to the commencement of construction (permit to work within R/W= $110.00 for each affected roadway). License Permit Bonding, methods of construction, design details, work zone traffic control, restoration requirements and follow-up inspections are typical elements of the permitting process. Contact Roger Butler, Traffic Engineering Coordinator, or Terri Klein, Permit Technician, for further information regarding the permit process. Please note that this department is not prepared to issue any access permits for this site.

Thank you for the opportunity to comment. Feel free to contact me if you have any questions regarding this review.

Sincerely,

Jane K. Rose
Traffic Engineering Manager

xc: CR 56 + CSAH 116/PLATS/2004
Roger Butler, Traffic Engineering Coordinator
Josie Scott, Traffic Engineering Technician
Terri Klein, Permit Technician
Mike Kelly, Chief Right Of Way Agent
Larry Hoium, County Surveyor
Andrew Witter, Construction Engineer

PREVIOUS CASE

COUNTY OF ANOKA

Public Services Division

HIGHWAY DEPARTMENT

1440 BUNKER LAKE BLVD NW, ANDOVER, MINNESOTA 55304

(612) 754-3520 FAX (612) 754-3532

JANE K. PEMBLE
Traffic Engineer

March 12, 1996

Sylvia Frolik
City of Ramsey
15153 Nowthen Boulevard NW
Ramsey, MN. 55303

RE: 2nd Revision - Preliminary Plat
Pondview

PREVIOUS CASE

Dear Sylvia:

We have reviewed the 2nd revision of the Preliminary Plat for Pondview, to be located north of CSAH 116 (Industry Ave NW) and east of CR 56 (Ramsey Blvd) within the City of Ramsey, and I offer the following comments:

It appears that the only change made on this Preliminary Plat from the plat most recently reviewed by this department is the elimination of the extension of 147th Avenue NW to CR 56. It it is the City of Ramsey's intent that the extension of 147th Avenue NW to CR 56 be made at a future date, then the recommendations and comments made in the previous reviews of this plat regarding this intersection still apply. If it is the City of Ramsey's intent not to extend 147th Avenue NW to CR 56, the access for the outlot is still to be made from the local roadway, 147th Avenue NW. In general, the Anoka County Highway Department would prefer that there be no additional access points made onto the county highway system to ensure mobility. However, we understand that compromises in mobility will need to be made in order to adequately serve the developing areas of the County. With these thoughts in mind and depending upon the City of Ramsey's intent for the property adjacent to CR 56 (commercial or residential development), the City may wish to consider the following two possibilities:

1) Create a commercial strip of property extending from CSAH 116 to 149th Ave. NW; create a frontage road-type scheme parallel to CR 56 with adjoining commercial parking lots, with access for the commercial strip being made from 149th Ave NW and possibly CSAH 116;

2) Eliminate the commercial property from this plat, creating all residential lots which would have direct access via the local roadways only.

Regardless of the final configuration of this plat as approved by the City of Ramsey, it still should be noted that when CR 56 and CSAH 116 are reconstructed in the future, there will likely be raised concrete medians for

channelization at the CR 56/CSAH 116 intersection. As a result of the raised median channelization, future access at Limonite St NW and 147th Ave NW will consist of right turn in\right turn out movements only. The City and the Developer shall ensure that all applicable Sight Distance Requirements will be met for this development.

Since all lots within this plat will have access to the city streets, no accesses onto CR 56 or CSAH 116 will be permitted. Since the commercial lot has access to 147th Ave NW, no accesses onto CR 56 or CSAH 116 will be permitted for this lot. Right-of-access along CR 56 and CSAH 116 (with exceptions at 147th Ave NW , Limonite St NW and Hematite St NW) should be dedicated to Anoka County. Any trees within the right-of-way corridor and the boundaries of this plat are to be removed as a part of this development.

Preliminary grading plans for this development have been reviewed. Calculations must still be submitted along with a grading and erosion control plan that delineates the drainage areas for this development. The post-developed rate/volume of runoff must not exceed the pre-developed rate/volume of runoff for the 10-year, 24-hour storm, utilizing the "SCS Method" with a curve number determined using Group C soils as a minimum. Catch basins and culverts will be required at all county road/city street intersections to prevent washouts.

A permit for work within the county right-of-way is required and must be obtained prior to the commencement of any construction. Contact Roger Butler, Traffic Engineering Coordinator for this department, for further information regarding the permit process.

It should be noted that residential land use adjacent to highways will usually result in complaints regarding traffic noise. Traffic noise at this location could exceed Noise Standards established by the US Department of Housing and Urban Development and the Minnesota Pollution Control Agency. Anoka County policy regarding new developments adjacent to existing county highways prohibits the expenditure of highway funds for noise mitigation measures. The City and/or the Developer should assess the noise situation and take any action deemed necessary to minimize associated impacts at this site from any traffic noise.

PREVIOUS CASE

PREVIOUS CASE

Thank you for the opportunity to comment. The City or the Developer should contact me when construction of the new city streets are near completion, so that stop sign installations at the county highways can be coordinated by this department. Feel free to contact me if you have any questions.

Sincerely,

Jane Pemble
Traffic Engineer

xc: Roger Butler, Traffic Engineering Coordinator

xc: Skip Anderson, County Surveyor

xc: Mike Kelly, Chief Right-of-Way Agent

dmh/1RAMSEY

PREVIOUS CASE

COUNTY OF ANOKA

Public Services Division

HIGHWAY DEPARTMENT

1440 BUNKER LAKE BLVD NW, ANDOVER, MINNESOTA 55304

(612) 754-3520 FAX (612) 754-3532

JANE K. PEMBLE
Traffic Engineer

February 16, 1996

Sylvia Frolik
City of Ramsey
15153 Nowthen Boulevard NW
Ramsey, MN. 55303

RE: **REVISED** Preliminary Plat
Pondview

PREVIOUS CASE

Dear Sylvia:

We have reviewed the revised Preliminary Plat for Pondview, to be located north of CSAH 116 (Industry Ave NW) and east of CR 56 (Ramsey Blvd) within the City of Ramsey, and I offer the following comments:

Existing right-of-way depicted on the plat adjacent to CSAH 116 and CR 56 is acceptable and should be adequate for future reconstruction purposes (60 feet of R/W east of CR 56 R/W centerline, and 60 feet of R/W north of CSAH 116 R/W centerline). It appears some minor clearing and grading will be required at 147th Ave NW and Limonite St NW in order to satisfy Case I Sight Distance Requirements. Some minor clearing and grading will also be required within the SE Quadrant of the CR 56/149th Ave NW intersection to satisfy Case I Sight Distance Requirements at this location. In addition, it appears that Case V Sight Distance Requirements cannot be met at Hematite St NW due to trees/brush and the horizontal curvature of CSAH 116 to the west. While the trees/brush can be cleared, the horizontal curvature of CSAH 116 still requires this access point to be relocated to a point where all applicable Sight Distance Requirements can be met, or all obstructions to Case V Sight Distance Requirements removed. The City and the Developer should ensure that all Sight Distance Requirements are met for this development. If all applicable Sight Distance Requirements can be met for this plat, the construction of left/right turn and/or by-pass lanes will not be required at the new city street intersections.

In reviewing this Preliminary Plat, we evaluated the feasibility of eliminating the 147th Ave NW access onto CR 56. But given the number of lots within the plat, the feasibility of meeting Sight Distance Requirements at this location, the connection of Limonite St NW to 149th Ave NW, and the future section of CR 56, it is recommended that this access point remain. It should be noted that if CR 56 and CSAH 116 are reconstructed in the future, there will likely be raised concrete medians for channelization at the CR 56/CSAH 116 intersection. As a result of the raised median channelization, future access at Limonite St NW and 147th Ave NW will consist of right turn in/right turn out movements only. Since

all lots within this plat will have access to the city streets, no accesses onto CR 56 or CSAH 116 will be permitted. Since the commercial lot has access to 147th Ave NW, no accesses onto CR 56 or CSAH 116 will be permitted for this lot. Right-of-access along CR 56 and CSAH 116 (with exceptions at 147th Ave NW, Limonite St NW and Hematite St NW) should be dedicated to Anoka County. Any trees within the right-of-way corridor and the boundaries of this plat are to be removed as a part of this development.

Preliminary grading plans for this development have been reviewed. Calculations must still be submitted along with a grading and erosion control plan that delineates the drainage areas for this development. The post-developed rate/volume of runoff must not exceed the pre-developed rate/volume of runoff for the 10-year, 24-hour storm, utilizing the "SCS Method" with a curve number determined using Group C soils as a minimum. Catch basins and culverts will be required at all county road/city street intersections to prevent washouts.

A permit for work within the county right-of-way is required and must be obtained prior to the commencement of any construction. Contact Roger Butler, Traffic Engineering Coordinator for this department, for further information regarding the permit process.

It should be noted that residential land use adjacent to highways will usually result in complaints regarding traffic noise. Traffic noise at this location could exceed Noise Standards established by the US Department of Housing and Urban Development and the Minnesota Pollution Control Agency. Anoka County policy regarding new developments adjacent to existing county highways prohibits the expenditure of highway funds for noise mitigation measures. The City and/or the Developer should assess the noise situation and take any action deemed necessary to minimize associated impacts at this site from any traffic noise.

PREVIOUS CASE

PREVIOUS CASE

Thank you for the opportunity to comment. The City or the Developer should contact me when construction of the new city streets are near completion, so that stop sign installations at CR 56 and CSAH 116 can be coordinated by this department. Feel free to contact me if you have any questions.

Sincerely,

Jane Pemble
Traffic Engineer

xc: Roger Butler, Traffic Engineering Coordinator

xc: Skip Anderson, County Surveyor

xc: Mike Kelly, Chief Right-of-Way Agent

dmh/1PONDVEW

PREVIOUS CASE

56

COUNTY OF ANOKA

Public Services Division
HIGHWAY DEPARTMENT
1440 BUNKER LAKE BLVD NW, ANDOVER, MINNESOTA 55304
(612) 754-3520 FAX (612) 754-3532

JANE K. PEMBLE
Traffic Engineer

FILE COPY

November 20, 1995

Derrick J. Passe
Passe Engineering, Inc.
9445 East River Road #203
Minneapolis, MN. 55433

RE: Sketch Plan
Ramsey Boulevard Site

Dear Mr. Passe:

We have reviewed the sketch plan for the Ramsey Boulevard site, to be located east of CR 56 (Ramsey Blvd.) and north of CR 116 (Industry Avenue NW) within the City of Ramsey, and I offer the following comments:

PREVIOUS CASE

Existing right-of-way depicted on the plat adjacent to CR 56 and CR 116 is acceptable and should be adequate for future reconstruction purposes (60 feet of R/W east of CR 56 R/W centerline, 60 feet of R/W north of CR 116 R/W centerline). For review purposes, I have labelled the three proposed access points (beginning on CR 56 and moving counter clockwise) as "A", "B", and "C". It appears that Case V Sight Distance Requirements cannot be met at the location proposed for access "A" due to a vertical curve to the north on CR 56. Consequently, it is recommended that access "A" be relocated to the north to a point where Case V Sight Distance Requirements can be met. Similarly, it appears that Case V Sight Distance Requirements cannot be met at the location proposed for access "B" due to a vertical curve to the west on CR 116. It is recommended that access "B" be relocated approximately 290 feet west to the crest of the vertical curve on CR 116. Clearing and grading should then be accomplished to the extent that Case I Sight Distance Requirements can be met as well. Finally, it appears that Case V Sight Distance Requirements cannot be met at the location proposed for access "C" due to the horizontal curvature of CR 116. Consequently, it is also recommended that access "C" be relocated to the west to a point where Case V Sight Distance Requirements can be met. The City and the Developer should ensure that all sight distance requirements are met for this development. All lots within this plat should be configured so that they access the city streets only, as no residential accesses will be permitted onto the County Highways. Right-of-access along the remaining portions of CR 116 and CR 56 should be dedicated to Anoka County.

Calculations must be submitted along with a grading and erosion control plan that delineates the drainage areas for this development. The post-developed

rate/volume of runoff must not exceed the pre-developed rate/volume of runoff for the 10-year, 24 hour storm, utilizing the "SCS Method" with a curve number determined using Group C soils as a minimum.

A permit for work within the County Right-of-Way is required and must be obtained prior to the commencement of any construction. Contact Roger Butler, Traffic Engineering Coordinator for this department, for further information regarding the permit process.

It should be noted that residential land use adjacent to highways will usually result in complaints regarding traffic noise. Traffic noise at this location could exceed Noise Standards established by the US Department of Housing and Urban Development and the Minnesota Pollution Control Agency. Anoka County policy regarding new developments adjacent to existing County Highways prohibits the expenditure of highway funds for noise mitigation measures. The City and/or the Developer should assess the noise situation and take any action deemed necessary to minimize associated impacts at this site from any traffic noise.

Thank you for the opportunity to comment. Please keep this department informed as plans for this site are developed further. The City or the Developer should contact me when construction of the new city streets are near completion, sot that stop sign installations at CR 56 and CR 116 can be coordinated by this department. Feel free to contact me if you have any questions.

Sincerely,

Jane Pemble
Traffic Engineer

xc: Roger Butler, Traffic Engineering Coordinator

xc: Skip Anderson, County Surveyor

xc: Sylvia Frolik, City of Ramsey

dmh/1RAMBLVD

PREVIOUS CASE

6.01: Consider Revised Site Plan Approval of Regency Ponds Self Storage

Presentation

Community Development Director Gladhill presented the Staff Report stating in 2017, the City approved an indoor self-storage facility at the intersection of Bunker Lake Boulevard and Ramsey Boulevard. To date, construction has not commenced. The original Developer has chosen to sell the project to a different Developer. The new Developer has chosen to slightly modify the approved site plan. Generally speaking, all previous contingencies of approval have been satisfied. The project must still go through Building Permit Review.

Commission Business

Commissioner Anderson asked if the current plan included a cul-de-sac.

Community Development Director Gladhill explained a cul-de-sac was not ideal. He commented on the fire lane that was proposed around the building.

Commissioner Anderson questioned if the landscaping plan had changed.

Community Development Director Gladhill reported the landscaping plan had not changed.

Motion by Commissioner Anderson, seconded by Commissioner Woestehoff, to recommend that City Council approve the revised Site Plan for Regency Ponds Self-Storage.

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

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

RESOLUTION #18-223

RESOLUTION GRANTING APPROVAL OF A REVISED SITE PLAN FOR REGENCY COMMONS SELF STORAGE FACILITY

WHEREAS, on January 5, 2017, the City received an application and plans from National Self Storage, LLC for Site Plan Review; and

WHEREAS, on February 2, 2017, the Planning Commission reviewed the Site Plan, and recommended that the City Council approve said Site Plan; and

WHEREAS, on February 28, 2017, the City Council approved the Site Plan for the self-storage facility; and

WHEREAS, on February 27, 2018 the City Council granted a one (1) year extension to the approval of the self-storage facility Site Plan; and

WHEREAS, on October 4, 2018 the Planning Commission reviewed a revised Site Plan and recommended its approval.

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

That the City Council of the City of Ramsey does approve the revised Site Plan for a self-storage facility, contingent upon:

- Compliance with the Staff Review Letter dated October 17, 2018; and
- Compliance with the changemarks outlined in ProjectDox; and
- Submittal of full set of revised civil plans subject to review and approval by the City Engineer; and
- Execution of multiple agreements (Development Agreement, Cross Access Easement Agreement, Access Easement Agreement, Snow Storage Agreement, and Stormwater Pond Maintenance Agreement); and
- Recording of the Plat known as Regency Commons.

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 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 the 23rd day of October, 2018.

Mayor

ATTEST:

City Clerk

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

CC Regular Session **7. 2.**

Meeting Date: 10/23/2018

By: Chris Anderson, Community Development

Information

Title:

Consider Request for a Zoning Text Amendment to the B-1 and B-2 Business Districts and a Conditional Use Permit for the Operation of a Religious Institution in the B-1 General Business District (Project No. 18-151); Case of House of God Church

- Adopt Ordinance #18-15 (Zoning Text Amendment)
- Adopt Resolution #18-208 (Conditional Use Permit)

Purpose/Background:

The City has received an application from House of God (the "Applicant") for a Conditional Use Permit to operate a religious institution on the property located at 5909 167th Ave NW (the "Subject Property"). The Subject Property is zoned B-1 General Business District, which presently does not identify Religious Institutions as either a permitted or conditional use. However, on September 6, 2018, the Planning Commission did conduct a Public Hearing on Ordinance #18-15, which, if adopted, would amend the conditional uses in both the B-1 and B-2 Business Districts to include Religious Institutions. The City Council introduced Ordinance #18-15 at its September 25, 2018 meeting

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:

The Subject Property has an existing, vacant building (formerly a bank) on it that the Applicant is proposing to utilize for their religious institution. Properties to the west and south (across 167th Ave) are both also zoned B-1 General Business District; the property to the east (across Highway 47) is zoned PUD and is part of the golf course; and the property to north is zoned R-1 Residential (Rural Developing). The Subject Property is approximately one (1) acre in size, has a paved parking lot, and is served by a private well and septic system.

The church has approximately eighty (80) members, including children, and would primarily hold services on Wednesday evenings and Saturdays. The Site Plan does show thirty-eight (38) parking stalls, which based on the proposed seating and office space, would comply with the minimum parking standards. However, there is not really any room for additional parking on the Subject Property, which, by default, will limit the ability of this religious institution to expand its membership.

The Applicant has already had a walk-through of the building with the Building Official and Fire Marshal to understand what modifications would be necessary based on the change of use (mostly minor items related to exiting and lighting). A compliance inspection of the septic system is required and it is possible that the system will

need to be upgraded for capacity and code compliance.

There are existing encroachments into the Highway 47 road right-of-way that will also need to be addressed. The Applicant is aware that the drive-thru canopy and the existing ground sign are both either partially or entirely in the right-of-way and need to be removed.

The Planning Commission held a Public Hearing on the request for a Conditional Use Permit on October 4, 2018. The City did receive a written comment from the adjacent business (Total Defense) expressing their support for the request.

Alternatives

Alternative #1. Adopt Ordinance #18-15 to amend the conditional uses in the B-1 and B-2 Business Districts and adopt Resolution #18-208 granting a Conditional Use Permit for a religious institution on the Subject Property. The City Council has already introduced the proposed Zoning Amendment and it is now eligible for adoption. The proposed use seems reasonable for the Subject Property. There appears to be adequate space for parking to accommodate the existing membership. Only minor interior building modifications will be necessary to accommodate the change in use. The Applicant is aware of the existing encroachments that would need to be eliminated, which addresses an issue that's been known for sometime now. The only potential concern has to do with future parking accommodations should the congregation grow. However, there is always the possibility of a shared parking agreement with the adjacent property owner, should that be necessary. Staff supports this alternative.

Alternative #2. Adopt Ordinance #18-15 amending the conditional uses in the B-1 and B-2 Business Districts to include Religious Institutions but deny the requested Conditional Use Permit. Staff does not object to the proposed use of the vacant building on the Subject Property. There appears to be sufficient parking area to accommodate the current size of the congregation. A new user occupying this site will also help eliminate existing encroachments into Highway 47 right-of-way. Staff does not support this alternative.

Alternative #3. Do not adopt Ordinance #18-15 and deny the request for a Conditional Use Permit. As noted above, Staff does not object to the proposed use on the Subject Property. Additionally, the only public comments received through the Public Hearing were from the adjacent business owner and they fully support the request. Staff does not support this alternative.

Funding Source:

The Applicant is responsible for all costs of this request, including the review of the Application.

Recommendation:

The Planning Commission recommends adopting both Ordinance #18-15 and Resolution #18-208.

Action:

Motion to waive the Charter requirement to read the ordinance aloud and to adopt Ordinance #18-15 to amend the conditional uses in the B-1 and B-2 Business Districts to include Religious Institutions.

Roll Call

Councilmember Riley
Councilmember Kuzma
Councilmember Shryock
Councilmember Johns
Acting Mayor Letourneau

-and-

Motion to adopt Resolution #18-208 granting a Conditional Use Permit for the operation of a religious institution on

the Subject Property.

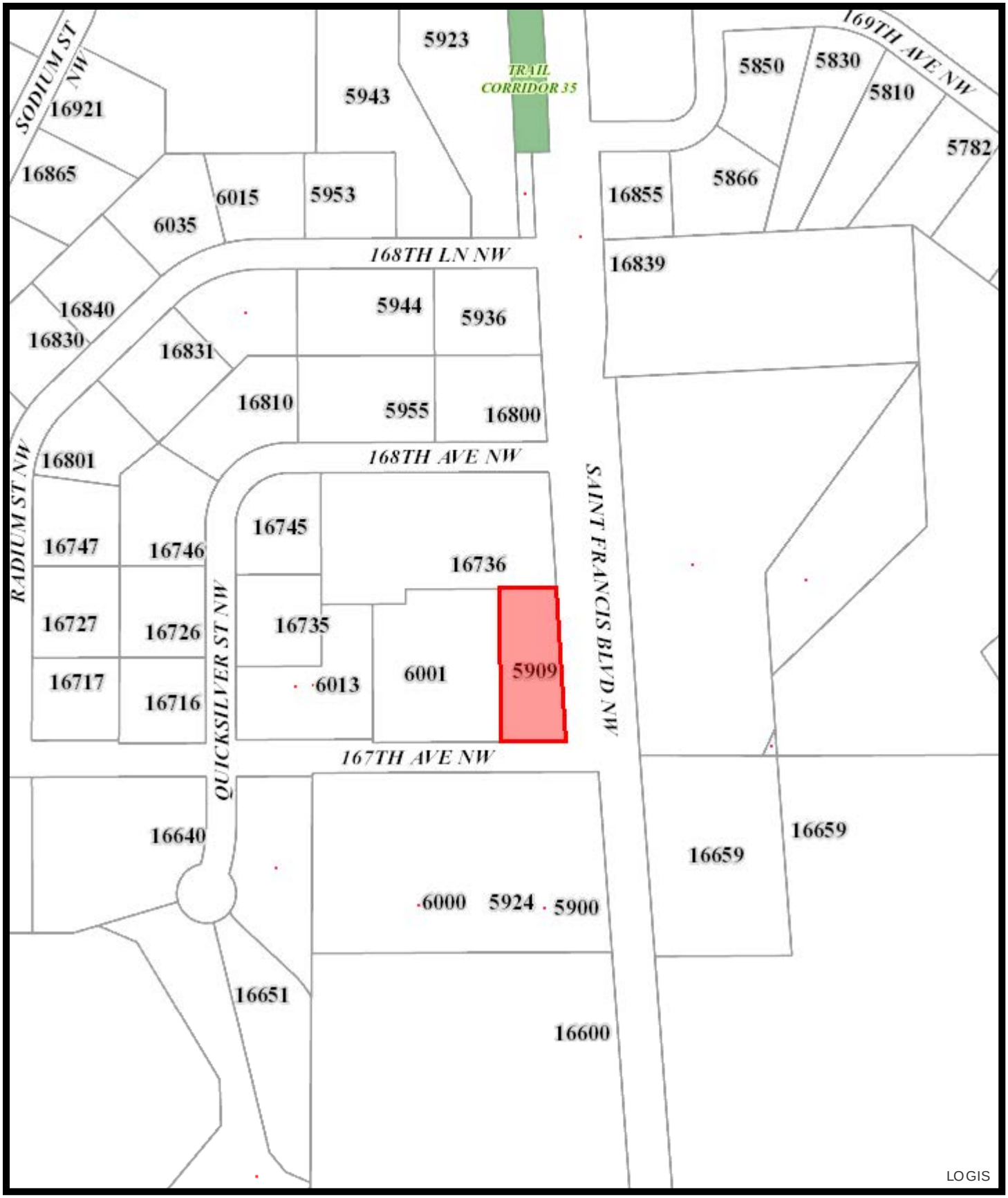
Attachments

Site Location Map
Aerial View of Site
Floor Plan and Site Plan
Staff Review Letter
DRAFT Planning Commission Meeting Minutes Dated Oct. 4, 2018
Resolution #18-208: Conditional Use Permit
Ordinance #18-15: Zoning Text Amendment

Form Review

Inbox	Reviewed By	Date
Tim Gladhill	Tim Gladhill	10/18/2018 11:26 AM
Kurt Ulrich	Kurt Ulrich	10/18/2018 02:10 PM
Form Started By: Chris Anderson		Started On: 10/08/2018 11:36 AM
Final Approval Date: 10/18/2018		

Label Map



Feet
0 70 140 280 420 560

Print Date: September 10, 2018

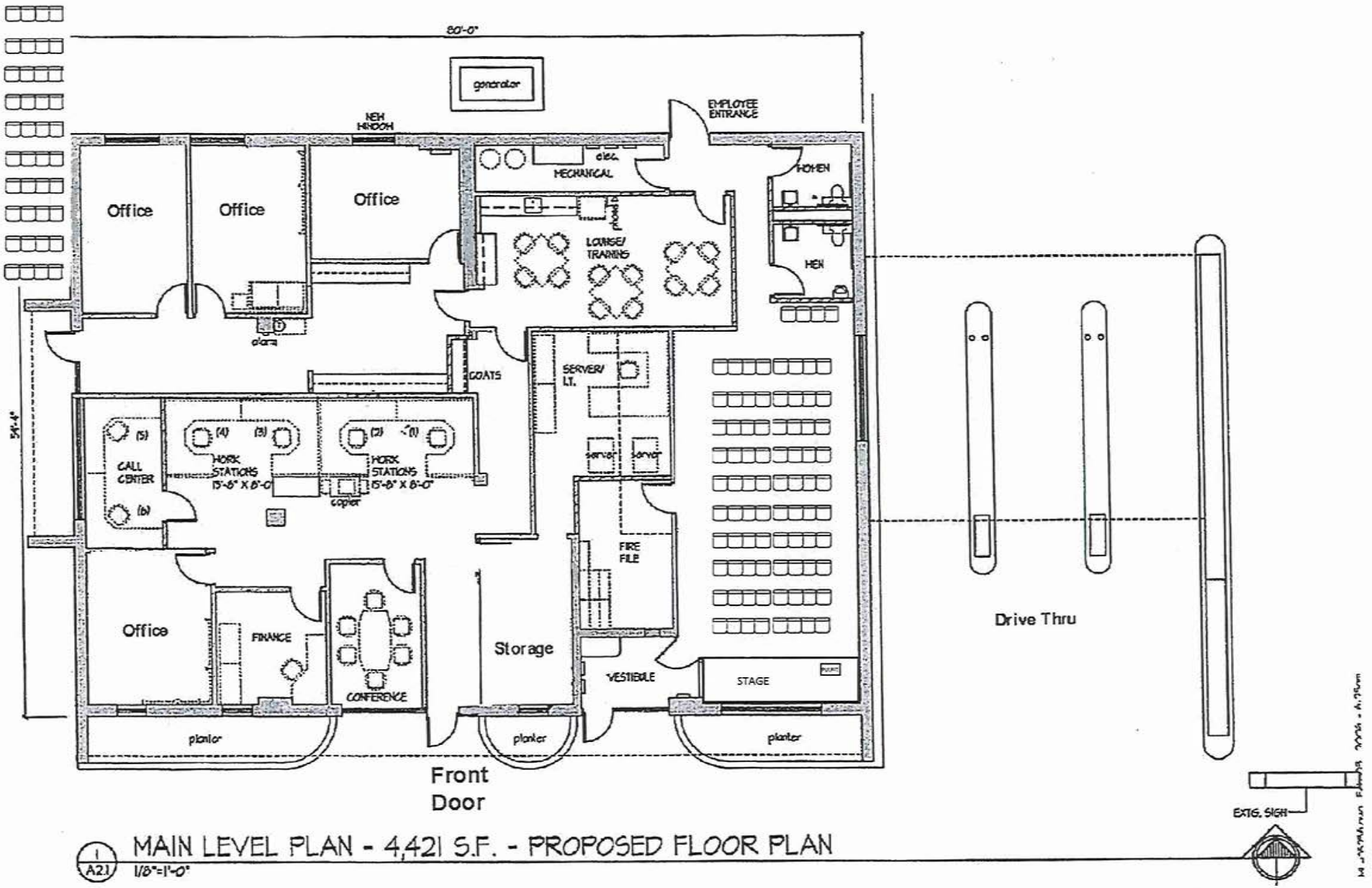
11-32-25-42-0028

5909 167TH AVE NW



Print Date: September 7, 2018

0 20 40 80 120 160
Feet



1/A21 MAIN LEVEL PLAN - 4,421 S.F. - PROPOSED FLOOR PLAN

1/8"=1'-0"


(Defense Gun
» and Indoor...
Total 38 parking spots
5909
Aven
Google

CITY OF RAMSEY LAND USE APPLICATION
TECHNICAL REVIEW FILE

DATE	SEPTEMBER 21, 2018	**PROJECT ADDRESS**	5909 167TH AVE NW
PROJECT. TITLE	REVIEW FOR CUP TO ALLOW RELIGIOUS INSTITUTION (CREES MINISTRIES)		
ESCROW #	116589		
DEPARTMENT:	Community Development: Planning Division (Zoning Code)		
TECHNICAL REVIEWER:	Name: Chris Anderson Phone: 763-433-9817 Email: canderson@cityoframsey.com		

Site Plan Review

General. The purpose of this file is to review the Conditional Use Permit application for the operation of a Religious Institution at 5909 167th Ave NW. There is an existing, vacant building (former Landmark Bank building) on the property that would be converted to a church. There are no proposed significant interior building modifications other than what is required by Fire and Building Codes, based on the change in use.

The property is zoned B-1 General Business District. Presently, Religious Institutions are neither a permitted or conditional use in this zoning district; however, the Planning Commission conducted a Public Hearing on September 6, 2018 concerning a proposed Zoning Amendment that, if approved, would identify Religious Institutions as a conditional use in both the B-1 and B-2 zoning districts. Action on this request will be contingent upon whether the aforementioned Zoning Amendment is adopted by the City Council.

This case is being reviewed per City Code Section 117-114 (B-1 General Business District) and Section 117-356 (Commercial and Industrial Off-Street Parking).

Staff provides the following comments for general review of the application:

Land Use and Zoning: The Property is guided for commercial in the Comprehensive Plan and is zoned B-1 General Business District.

Lot Dimensions: The lot approximately one (1) acre in size.

Surfacing: The Applicant is not proposing any changes to the parking lot, with the exception of striping parking stalls. The parking lot is currently paved . No sidewalks exist onsite.

Building Architecture and Changes: There is a single building on the property that is approximately 4,800 square feet in size. No exterior changes are proposed. There is an existing drive-thru canopy as well as an existing ground sign that are both within the public road right of way for Highway 47. Both encroachments must be removed prior to issuance of a Certificate of Occupancy for this new use.

The applicant has already conducted a walk-through with the Building Official and Fire Marshall. There are some minor interior modifications that will be necessary, mostly dealing with lighting and exiting. A compliance inspection of the septic system will need to be completed. It is likely that the septic system will need to be updated and/or replaced, but that won't be known definitively until the compliance inspection is complete.

Waste Storage: There is no waste storage shown onsite nor existing outside the current building. Any enclosure must match the materials of the principal structure.

Fencing: The Applicant is not proposing any fencing onsite. Any fencing would require a Zoning Permit.

Mobility/Parking:

Number of Stalls
City Code Section 117-356 states that churches and theaters require one space for each three seats auditoriums, mortuaries or for each five feet of pew and other places of length assembly. Additionally, there shall be one (1) parking stall for every 300 square feet of office space.

Per the floor plan submitted, there will be eight-four (84) seats in the assembly area. There will also be approximately 2,400 square feet of office space. Based on the commercial off-street parking requirements, there should be thirty-six (36) parking stalls (28 based on the number of chairs and 8 based on the office area).

The Site Plan indicates a total of thirty-eight (38) parking stalls proposed. The applicant has indicated that there are approximately eighty (80) members, including children. The proposed parking does appear to comply with the minimum parking requirements. There is also the potential for some shared parking with the adjacent business (Total Defense) if the times of service do not conflict with their hours of operation. This would require a shared parking agreement to be executed between the two parties.

Note that this site would really restrict the growth/expansion of the congregation size based on available parking.

Dimensions
City Code Section 117-356 addresses commercial development off-street parking requirements. That code indicates that for 90 degree parking stalls, that the stall widths be a minimum of 9 feet wide, that the stall depth be a minimum of 18 feet deep, and that the drive aisle between stalls be a minimum of 24 feet deep.

There are no striped stalls on site presently. The Site Plan indicates that all proposed parking would consist of 90 degree stalls, which need to be nine (9) feet in width, eighteen (18) feet deep, and have a twenty-four (24) foot wide drive aisle. The proposed parking does appear to meet the minimum standards of City Code.

Any repaving or restriping of the parking lot will require a zoning permit and conformity to existing code requirements at the time.

Signage: The applicant has not proposed any signage onsite. All signage must receive a sign permit.

5.01: Public Hearing: Consider Request for a Conditional Use Permit for the Operation of a Religious Institution in the B-1 General Business District (Project No. 18-151); Case of House of God Church

Public Hearing

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

Presentation

City Planner Anderson presented the staff report stating the City has received an application from House of God (the "Applicant") for a Conditional Use Permit to operate a religious institution on the property located at 5909 167th Ave NW (the "Subject Property"). The Subject Property is zoned B-1 General Business District, which presently does not identify Religious Institutions as either a permitted or conditional use. However, the Planning Commission did conduct a Public Hearing on September 6, 2018 concerning a Zoning Text Amendment that, if adopted by City Council, would identify Religious Institutions as a Conditional Use in both the B-1 and B-2 Business Districts.

Citizen Input

Commissioner Anderson asked how the sign and drive-thru awning would be addressed by the applicant.

City Planner Anderson reported he has spoken to the applicant regarding these items and the applicant has agreed to remove the encroaching sign and drive-thru awning.

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

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

Chairperson Bauer closed the public hearing closed at 7:09 p.m.

Commission Business

Motion by Commissioner Anderson, seconded by Commissioner Woestehoff, to recommend that City Council adopt Resolution #18-208 granting a Conditional Use Permit for the operation of a religious institution on the Subject Property.

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

DRAFT

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

RESOLUTION #18-208

A RESOLUTION APPROVING A REQUEST FROM HOUSE OF GOD CHURCH FOR A CONDITIONAL USE PERMIT TO ALLOW A RELIGIOUS INSTITUTION IN THE B-1 BUSINESS DISTRICT AT THE PROPERTY LOCATED AT 5909 167TH AVE NW

RECITALS

1. House of God, hereinafter referred to as the "Permittee**,**" has properly applied for a Conditional Use Permit ("the Permit") to allow a religious institution in the B-1 General Business District on the property generally known as 5909 167th Ave NW and legally described as follows:

   Lot 3, Block 1, Muller Addition, Anoka County, Minnesota

   ("Subject Property")

2. The City of Ramsey received an application for a Conditional Use Permit from the Permittee on September 5, 2018.

3. That the Subject Property is currently owned by Flagship Bank, who was a part of the application.

4. That the Permittee appeared before the Planning Commission for a public hearing pursuant to Section 117-51 (Conditional Use Permits) of the Ramsey City Code on October 4, 2018, and that said public hearings were properly advertised and that the minutes of said public hearings are hereby incorporated by reference.

5. That the Subject Property is approximately 1.02 acres in size and is located within the B-1 General Business District.

6. That the Subject Property abuts 167th Ave to the south and Highway 47 to the east; the properties to the south and west are zoned B-1, the property east of Highway 47 is part of a golf course, and the property to the north is zoned R-1 Residential (Rural Developing).

7. That the Permittee does understand that there is an indoor shooting range operating on the adjacent parcel to the west.

8. That religious institutions are not currently identified as a permitted or conditional use in the B-1 General Business District but the Planning Commission has conducted a Public Hearing (September 6, 2018) regarding a Zoning Text Amendment to identify religious institutions in the B-1 and B-2 Business Districts as a Conditional Use.

9. That the City Council will consider introducing this Zoning Text Amendment Ordinance at their September 25, 2018 meeting and potentially adopt said ordinance at their October 9, 2018 meeting.

10. That the stated intent of the B-1 General Business District is provide a commercial area for goods and services for the surrounding neighborhoods and community on a smaller scale than the B-2 Highway Commercial District.

11. That the Permittee has submitted a Site Plan and Floor Plan for the purposes of calculation required parking stalls. The Permittee will need to stripe the parking stalls in accordance with City Code Section 117-356.

12. That the Permittee has submitted a site plan that shows no changes to the exterior of the building and includes thirty-eight (38) parking spaces.

13. That the existing drive-thru canopy and ground sign affiliated with the Subject Property encroach into the public road right-of-way for Highway 47 and need to be removed.

14. That the Subject Property is served by a private well and septic system and that documentation (compliance inspection report) must be submitted to the City demonstrating that there is sufficient capacity to accommodate the proposed change in use. Upgrades to the septic system may be required based on the results of the compliance inspection.

15. That the City of Ramsey Fire Marshal and Building Official have completed a walkthrough of the Subject Property and identified minor modifications/improvements that must be completed based on the change of use (this includes the need for a compliance inspection of the septic system). All required modifications must be completed before a Certificate of Occupancy for the new use will be issued.

FINDINGS OF FACT

1. That a religious institution will not be unduly dangerous or detrimental to persons residing or working in the vicinity of the use, or to the public welfare.

2. That a religious institution will not substantially adversely impair the use, enjoyment or market value of any of the surrounding properties.

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

4. That a religious institution will not be hazardous to existing or future neighboring uses.

5. That a religious institution will not impact essential public facilities and services, such as highways, streets, police and fire protection.

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

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

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

1. That this **Permit** is contingent upon adoption of Ordinance #18-15, which would amend the Conditional Uses in the B-1 General Business District to include religious institutions.

2. That the **Permittee** shall comply with the findings of the inspection and walkthrough with both the Building Official and Fire Marshal to ensure safety and correct measures are taken for the gathering space.

3. That the **Permittee** agrees that all required modifications to the building and possibly the septic system must be completed prior to occupying the building.

4. That the **Permit** allows for a Religious Institution at the **Subject Property**.

5. That the **Permittee** shall apply and receive a new Certificate of Occupancy for the change in use from commercial space to a place of assembly.

6. That the **Permittee** shall apply separately for any outdoor events, celebrations, block parties, or similar events with the City of Ramsey in order to ensure safety near Highway 10.

7. That the **Permittee** shall remove the existing encroachments into the Highway 47 public road right-of-way (this includes all parts of the drive-thru canopy and ground sign) prior to occupying the building on the **Subject Property**.

8. That the **Permittee** shall be responsible for obtaining any applicable permits from the **City** to complete any building modifications or installation of new signage.

9. That the **Permittee** shall provide grading and drainage plans to the City for review and approval prior to any surface parking expansion and/or sidewalk installation.

10. That the **Permittee** shall stripe the required parking stalls and the striping and/or repaving of the parking lot shall meet City requirements at the time of updating.

11. That the **Subject Property** shall have adequate parking for the use before being issued a Certificate of Occupancy.

12. That the **Permittee** agrees there shall be no parking related to the use along any City of Ramsey streets, including 167th Ave NW, or along Highway 47 NW.

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

14. That the **Permittee** shall comply with all state, local, and federal regulations.

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

and the following voted against the same:

and the following abstained:

and the following were absent:

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

_____
Acting Mayor

ATTEST:

_____
City Clerk

PERMITTEE

House of God hereby acknowledges receipt of this Permit and that it has reviewed the conditions of this Permit and has agreed that it will comply with the terms of this Permit.

By: _____

Its: _____

STATE OF MINNESOTA)
) SS.
COUNTY OF _____)

On this _____ day of _____, _____, before me, a Notary Public, personally appeared _____, the _____ of House of God, a nonprofit corporation according to the laws of Minnesota, to me known to be the person described in and who executed the foregoing instrument and acknowledged that he executed the same as his free act and deed.

_____
Notary Public

PROPERTY OWNER

Flagship Bank hereby acknowledges receipt of this Permit and that it has reviewed the conditions of this Permit and has agreed that it will comply with the terms of this Permit.

By: _____

Its: _____

STATE OF MINNESOTA)
) SS.
COUNTY OF _____)

On this _____ day of _____, _____, before me, a Notary Public, personally appeared _____, the _____ of Flagship Bank, a bank/insurance corporation according to the laws of Minnesota, to me known to be the person described in and who executed the foregoing instrument and acknowledged that he executed the same as his free act and deed.

_____
Notary Public

CITY OF RAMSEY

By:_____ By:_____
Acting Mayor City Clerk

STATE OF MINNESOTA)
) ss.
COUNTY OF ANOKA)

On this _____ day of _____, _____, before me a Notary Public personally appeared John LeTourneau and Jo Ann M. Thieling, to me personally known, who, being each by me duly sworn, did say that they are respectively the Acting Mayor and City Clerk of the City of Ramsey, the Municipal Corporation named in the foregoing instrument, and seal affixed to said instrument is the corporate seal of said Municipal corporation, and the said instrument was signed and sealed on behalf of said Municipal Corporation by authority of its City Council, and said John LeTourneau and Jo Ann M. Thieling acknowledge said instrument to be the free act and deed of said Municipal Corporation.

_____
Notary Public

This document drafted by:
The City of Ramsey
7550 Sunwood Drive NW
Ramsey, MN 55303

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

ORDINANCE #18-15

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 117-114 (B-1 GENERAL BUSINESS DISTRICT) AND SECTION 117-115 (B-2 HIGHWAY BUSINESS 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 117-114. – B-1 General Business District, subdivision (c) is amended to include the follow language:

(13) Religious institutions

Section 117-115. – B-2 Highway Business District, subdivision (c) is amended to include the follow language:

(8) Religious institutions

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:

CC Regular Session **7. 3.**

Meeting Date: 10/23/2018

By: Sean Sullivan, Community Development

Information

Title:

Consider Entering into MOU and Voluntary Cost Share Agreement with Anoka County Regional Economic Development Partnership

Purpose/Background:

Anoka County Regional Economic Development Partnership - Anoka County along with its 21 communities, Connexus Energy and Metro North Chamber of Commerce have identified the need for a regional economic development focus. A research study was completed by a Consultant, Ady Advantage, in December 2017 ("the Study") for a market research analysis and evaluation of business opportunities, targets, and strategies for economic development within Anoka County. After a year of research, Ady provided a 200+page report with many goals and action steps to help the region grow to its full economic potential. The County hired an Economic Development Specialist (Jacquel Hajder) in July to tackle these goals and help many of the municipalities with their economic development needs/strategies.

There are three overall goals that are leading much of the work the Economic Development Specialist will be focusing on regionally. Those three goals are to change the perception of Anoka County, clearly define roles among regional partners and ensure the County is ready for development from a talent and product (sites and buildings) perspective. An example on how to ensure the County is ready from a talent and product standpoint, is completing an assessment of the available buildings, and advertising those key development sites to key real estate individuals and business owners. This information will be hosted on the Regional Economic Development website. That way when investors and businesses are looking at the region, they have one site to find properties available, community information, talent and financial resources that are available in the region.

A Memorandum of Understanding (MOU) has been created to set a framework for participating entities, to further the goals of the economic development collaboration by: (a) outlining general objectives, (b) defining mutual responsibilities, and (c) setting goals, timelines, communication, and other details necessary to achieve the desired outcomes.

Notification:

Observations/Alternatives:

To accomplish many of the regional marketing goals, a $20,000 budget was recommended by Ady Advantage. Because the work that will be done regionally will benefit all the 21 municipalities, it is important that there is an opportunity to cost share and control how the funds are being used. The cost sharing will be based off the population size of a community, at $0.057 per person of population. For the City of Ramsey, the 2019 voluntary financial contribution would be $1,506 which could be funded through the Ramsey Housing and Redevelopment Authority fund held at Anoka County. The budget will be approved by all communities annually before a new voluntary cost sharing agreement (VCSA) can go in effect. The communities vote on their financial contributions and the Committees/Subcommittees advise on tasks throughout the year the budget items are directed too. The City Attorney has completed review of the MOU and VSCA.

Funding Source:

Cities in Anoka County - $0.057 per person of population. For the City of Ramsey, the amount would be $1,506.00 and it could be funded through the Ramsey HRA Fund held at Anoka County.

Recommendation:

The Ramsey Economic Development Authority made a formal recommendation at the October 11, 2018 to have the City Council approve participation in the Anoka County Regional Economic Development Partnership and to authorize entering into a Memorandum of Underrstanding (MOU) and Voluntary Cost Share Agreement (VCSA). For the City of Ramsey, the amount would be $1,506.00 and it could be funded through the Ramsey HRA Fund held at Anoka County.

Action:

Motion to approve participation in the Anoka County Regional Economic Development Partnership and to authorize entering into a Memorandum of Underrstanding (MOU) and Voluntary Cost Share Agreement (VCSA), subject to City Attorney approval.

Attachments

FInal Draft Economic Development MOU

Voluntary Cost Share Agreement for MOU

ACRED 2018 Budget Sources

ACRED 2018 Budget Uses

Form Review

Inbox	Reviewed By	Date
Sean Sullivan (Originator)	Sean Sullivan	10/16/2018 03:57 PM
Tim Gladhill	Tim Gladhill	10/18/2018 11:27 AM
Form Started By: Sean Sullivan		Started On: 10/15/2018 08:19 AM
Final Approval Date: 10/18/2018		

MEMORANDUM OF UNDERSTANDING
FOR ANOKA COUNTY ECONOMIC DEVELOPMENT
By and Among
THE COUNTY OF ANOKA, CONNEXUS ENERGY, METRONORTH CHAMBER OF COMMERCE, AND PARTICIPATING MUNICIPALITIES WITHIN ANOKA COUNTY

This Memorandum of Understanding ("MOU") is by, between, and among the County of Anoka, a political subdivision of the state of Minnesota, (hereinafter "the County"); Connexus Energy, a Minnesota corporation in Ramsey, Minnesota; MetroNorth Chamber of Commerce, a Minnesota nonprofit organization; and participating Municipalities located within Anoka County, Minnesota (See Exhibit A). For purposes of this MOU, the aforementioned are referred to collectively as the "Hosting Agencies" for the Anoka County economic development initiative.

WHEREAS, a research study was completed by a Consultant, Ady Advantage, in December 2017 ("the Study") for a market research analysis and evaluation of business opportunities, targets, and strategies for economic development within Anoka County; and

WHEREAS, as a result of the Study, the Hosting Agencies plan to gather with one another as well as other community partners to develop a vision, create an action plan, and set realistic goals to implement shared objectives for economic development and business recruitment within Anoka County; and

WHEREAS, the Hosting Agencies wish to enter into this MOU to establish organizational structures and to develop specific goals and objectives for the collaboration;

NOW, THEREFORE, it is agreed as follows:

A. Purpose. The purpose of this MOU is to set a framework for the Hosting Agencies and other participating entities, to further the goals of the economic development collaboration by: (a) outlining general objectives, (b) defining mutual responsibilities, and (c) setting goals, timelines, communication, and other details necessary to achieve the desired outcomes.

B. Term. This Memorandum of Understanding is effective upon execution and will continue in effect for five (5) years, or until completion and implementation of a Final Action Plan, as determined by the Executive Committee. The term of this MOU may be renewed for subsequent five (5) year terms upon written agreement of the parties.

C. Executive Committee. For purposes of this MOU, the Executive Committee for the Anoka County economic development initiative is comprised of representatives from Anoka County, Connexus Energy, Metro North Chamber, and up to four participating cities ("City members"). City members of the Executive Committee shall have staggered, rotating terms as addressed below. A Chairperson may be selected by the members of the Executive Committee to set and conduct meetings and be the primary point of contact between the Executive Committee and any subcommittees.

The names and contact information for the initial Executive Committee members are listed in the attached **Exhibit B** to this Agreement.

1. Executive Committee Members' Terms, Election, and Appointment:
    - The members of the Executive Committee shall serve for initial terms of eighteen (18) and twenty four (24) months, as designated on Exhibit B. Certain Executive Committee members' terms may be renewed, as appropriate, to fulfill the objectives set forth in this MOU.
    - No more than two County representatives may be designated as "voting members" on the Executive Committee. Other County representatives serving on the Executive Committee, in excess of two voting members, shall participate as non-voting members.
    - The four City members of the Executive Committee shall have staggered, rotating terms to enable other participating municipalities to serve on the Executive Committee, as desired. City members may serve a maximum of two (2) consecutive terms.
    - As City members' terms expire, the Executive Committee shall survey interest among all participating cities and elect new City members to the Executive Committee to fill expired or vacant terms. The Committee's selection of new City members shall take into consideration such factors as the size of each municipality, and location, to ensure that the Executive Committee constitutes a diverse geographic representation of Anoka County.
    - Election of Executive Committee members shall be accomplished by majority vote, to take place at a regular meetings of the Committee, or by electronic means (email) if a vacancy arises. .

2. Executive Committee Meetings:
    - The Executive Committee members will hold regular meetings approximately every other month, with the first meeting to be scheduled in the fall of 2018.
    - At least two times per year, the Executive Committee will schedule broad based meetings and invite a larger group of City officials and staff, community partners, and other stakeholders, to provide updates and information regarding the current priorities of the economic development collaboration.
    - The Executive Committee may also communicate electronically (via email) to review opportunities and give direction to subcommittees as needed.

3. Executive Committee Goals and Objectives:
    - Define a Vision: The Executive Committee is responsible for gathering information from its subcommittees to form a vision for the business climate and opportunities within Anoka County. The Executive Committee will then communicate that vision with all Cities, community partners and identified stakeholders in the County.

- Develop a Strategic Plan. The Executive Committee will engage in strategic planning, to develop goals, interim activities, and a Final Action Plan, within applicable time frames as set by the Executive Committee.
- Communication. The Executive Committee will ensure that reliable communication occurs with all subcommittees, and that cities and community partners are kept informed of the progress and results of the collaboration.
- Review and Contracting. The Executive Committee will continually review its progress and may enter into contracts with outside partners or private companies, as required to effectively research and/or implement work developed over the course of this project.

D. Subcommittees. The purpose of subcommittees is to ensure diversification of ideas and representation across Anoka County in taking on specific tasks related to economic development.
   - The Executive Committee may, at any time during one of its regular meetings, seek to establish, modify, or eliminate one or more subcommittees, which may be comprised of County and City officials/staff, community partners, or other public or private individuals or entities assisting in the economic development collaboration.
   - Subcommittees may also include additional advisory members with expertise relevant to the work of the subcommittee.
   - As of the date of this MOU, three Subcommittees have been formed: (1) Alignment/Regionalism; (2) Readiness; (3) Marketing and Differentiation.
   - Subcommittees should attempt to meet on a monthly basis if possible.

E. Reporting. The following persons/entities should provide written or oral monthly reports to the Executive Committee:

   a. Subcommittee Reports. All subcommittees shall promptly deliver reports to the Executive Committee on matters which the subcommittee has addressed.
   b. Economic Development Specialist. Anoka County will direct its Economic Development Specialist ("ED Specialist") to assist the Executive Committee and other entities in this collaboration. The ED Specialist will report directly to the County Administrator regarding day-to-day operations and activities. At the request of the Executive Committee, the ED Specialist will provide reports to the Executive Committee as to research outcomes and progress. The ED Specialist may also be asked to present findings at the broader, semi-annual meetings attended by cities, community partners, and other stakeholders.

F. Financial Contributions.
   a. Economic Development Specialist. The County is subsidizing and monitoring the activities of the Economic Development Specialist, described herein, to provide direct project assistance and research in connection with this collaboration.
   b. Budget and Cost Sharing. If the Executive Committee seeks continued services for website and social media support, marketing assistance, or other outside services,

the cost allocation among cities and financial responsibilities will require execution of separate agreements. On or around August of each calendar year, a proposed budget for the following year will be voted on by the Executive Committee at a regular meeting, and distributed to the members. An agreement for voluntary cost sharing among participating municipalities will also be distributed, with the first agreement effective for year 2019. Negotiation, execution, and administration of any such cost sharing agreement must comply with applicable statutes and regulations. Nothing in this MOU shall obligate the agencies or partners to obligate or transfer any funds absent a separate agreement authorizing such contributions.

G. Modification: Material alternations, modifications, or variations of the terms of this MOU must be reduced to writing as an amendment and signed by the parties. Election or appointment of members to the Executive Committee, the formation of subcommittees, and updates to Exhibits A and B to this MOU do not require formal amendment of this MOU.

H. Authorized Representatives. By signing this MOU, the undersigned certifies that he/she is authorized to act and carry out the terms of this MOU.

I**N WITNESS WHEREOF**, the parties hereto have executed this Memorandum of Understanding on the dates indicated below.

County of Anoka:

_____ Date: _____
Rhonda Sivarajah, Chair
Anoka County Board of Commissioners

Attest:

_____ Date: _____
Jerry Soma, County Administrator

Connexus Energy:

_____ Date: _____
Bruce Sayler, Principal

NorthMetro Chamber of Commerce:

_____ Date: _____
Lori Higgins, President

City of Andover:

By: _____ Date: _____
Its: _____

City of Anoka:

By: _____ Date: _____
Its: _____

City of Bethel:

Date: _____
By: _____
Its: _____

City of Blaine:

By: _____ Date: _____
Its: _____

City of Centerville:

By: _____ Date: _____
Its: _____

City of Circle Pines:

Date: _____
By: _____
Its: _____

City of Columbia Heights:

By: _____ Date: _____
Its: _____

City of Columbus:

By: _____ Date: _____
Its: _____

City of Coon Rapids:

By: _____ Date: _____
Its: _____

City of East Bethel:

By: _____
Its: _____ Date: _____

City of Fridley:

By: _____ Date: _____
Its: _____

City of Ham Lake:

By: _____ Date: _____
Its: _____

City of Hilltop:

By: _____ Date: _____
Its: _____

City of Lexington:

By: _____ Date: _____
Its: _____

City of Lino Lakes:

By: _____ Date: _____
Its: _____

Linwood Township:

By: _____ Date: _____
Its: _____

City of Nowthen:

By: _____ Date: _____
Its: _____

City of Oak Grove:

By: _____ Date: _____
Its: _____

City of Ramsey:

By: _____ Date: _____
Its: _____

City of St. Francis:

By: _____ Date: _____
Its: _____

City of Spring Lake Park:

By: _____ Date: _____
Its: _____

EXHIBIT A
"HOSTING AGENCIES"
FOR ANOKA COUNTY ECONOMIC DEVELOPMENT

County of Anoka	Jerry Soma County Administrator 2100 Third Ave., Ste 700 Anoka, MN 55303	763-324-4715	Jerry.Soma@co.anoka.mn.us
County of Anoka	Rhonda Sivarajah Chair, Anoka County Board of Commissioners 2100 Third Ave., Ste 700 Anoka, MN 55303	763-324-4706	Rhonda.Sivarajah@co.anoka.mn.us
County of Anoka	Scott Schulte County Commissioner 2100 Third Ave., Ste 700 Anoka, MN 55303	763-324-4712	Scott.Schulte@co.anoka.mn.us
County of Anoka	Karen Skepper Director of Community and Government Relations 2100 Third Ave., Ste 700 Anoka, MN 55303	763-227-5807	Karen.Skepper@co.anoka.mn.us
County of Anoka	Jacquel Hajder Economic Development Specialist 2100 Third Ave., Ste 700 Anoka, MN 55303	763-324-4609	Jacquel.Hajder@co.anoka.mn.us
Connexus Energy	Bruce Sayler Principal/ Community Development Connexus Energy 14601 Ramsey Blvd. NW Ramsey, MN 55303	763-323-2600	Bruce.sayler@connexusenergy.com
Metro North Chamber of Commerce	Lori Higgins 21st Century Bank Building 9380 Central Ave. NE, Ste 320 Blaine, MN 55434	763-783-3553	lori@metronorthchamber.org
CITIES/TOWNSHIPS			
Andover	Joe Janish Community Development Director City of Andover 1685 Crosstown Blvd. NW Andover, MN 55304	763-767-5140	j.janish@andovermn.gov
Anoka	Doug Borglund Community Development Director City of Anoka 2015 First Avenue North Anoka, MN 55303	763-576-2723	dborglunch@ci.anoka.mn.us

Bethel	Ginger Berg City Administrator City of Bethel 23820 Dewey St. Bethel, MN 55005	763-434-4366	info@bethelmn.govoffice2.com
Blaine	Erik Thorvig Economic Development Coordinator City of Blaine 10801 Town Square Drive NE Blaine, MN 55449	763-785-6147	ethorvig@ci.blaine.mn.us
Centerville	Mark Statz City Administrator City of Centerville 1880 Main Street Centerville, MN 55038	651-429-3232 Ext. 10	mstatz@centervillemn.com
Circle Pines	Patrick Antonen City Administrator City of Circle Pines 200 Civic Heights Circle Circle Pines, MN 55014	763-231-2605	pantonen@ci.circle-pines.mn.us
Columbia Heights	Keith Dahl Community Development Manager City of Columbia Heights 590 40th Avenue NE Columbia Heights, MN 55421	763-706-3675	kdahl@columbiaheightsmn.gov
Columbus	Elizabeth Mursko City Administrator City of Columbus 16319 Kettle River Blvd. Columbus, MN 55025	651-419-9003	cityadministrator@ci.columbus.mn.us
Coon Rapids	Matt Brown Economic Development Coordinator City of Coon Rapids 11155 Robinson Drive Coon Rapids, MN 55433	763-767-6451	mbrown@coonrapidsmn.gov
East Bethel	Colleen Winter Community Development Director City of East Bethel 2241 221st Ave. NE East Bethel, MN 55011	763-367-7855	colleen.winter@ci.east-bethel.mn.us
Fridley	Scott Hickok Community Development Director City of Fridley 6431 University Avenue NE Fridley, MN 55432	763-572-3590	Scott.hickok@fridleymn.gov
Ham Lake	Denise Webster City Clerk	763-235-1680	dwebster@ci.ham-lake.mn.us

	City of Ham Lake 15544 Central Avenue NE Ham Lake, MN 55304		
Hilltop	Ruth Nelson City Clerk City of Hilltop 4555 Jackson St. NE Hilltop, MN 55421	763-571-2023	rnelson@hilltop.govoffice.com
Lexington	Bill Petracek City Administrator City of Lexington 9180 Lexington Avenue Lexington, MN 55014	763-784-2792	bill.petracek@cityoflexingtonmn.org
Lino Lakes	Michael Grochala Community Development Director City of Lino Lakes 600 Town Center Parkway Lino Lakes, MN 55014	651-982-2427	michael.grochala@ci.lino-lakes.mn.us
Linwood Township	Pam Olson Town Clerk Linwood Township 22817 Typo Creek Drive NE Stacy, MN 55079	651-462-2812	pam.olson@linwoodtownship.org
Nowthen	_____ City of Nowthen 8188 199th Avenue NW Nowthen, MN 55330	763-441-1347	_____
Oak Grove	Loren Wickham City Administrator City of Oak Grove 19900 Nightingale St. NW Oak Grove, MN 55011-9204	763-404-7075	lwickham@ci.oak-grove.mn.us
Ramsey	Tim Gladhill Community Development Director City of Ramsey 7550 Sunwood Drive NW Ramsey, MN 55303	763-433-9826	tgladhill@cityoframsey.com
St. Francis	Kate Thunstrom Community Development Director City of St. Francis 23340 Cree Street NW St. Francis, MN 55070	763-267-6191	kthunstrom@stfrancismn.org
Spring Lake Park	Dan Buchholtz City Administrator City of Spring Lake Park 1301 81st Avenue NE Spring Lake Park, MN 55432	763-784-6491	dbuchholtz@slpmn.org

EXHIBIT B
EXECUTIVE COMMITTEE MEMBERS

ENTITY	MEMBER/REPRESENTATIVE	INITIAL TERM	CONTACTS
County of Anoka	Jerry Soma County Administrator	*Non-voting member	Jerry.Soma@co.anoka.mn.us T: 763-324-4715
County of Anoka	Jacquel Hajder Economic Development Specialist	*Non-voting member	Jacquel.Hajder@co.anoka.mn.us T: 763-324-4609
County of Anoka	Scott Schulte Anoka County Commissioner	18 months Or Non-voting member	Scott.Schulte@co.anoka.mn.us T: 763-324-4712
County of Anoka	Rhonda Sivarajah Chair, Anoka County Board of Commissioners	18 months Or Non-voting member	Rhonda.Sivarajah@co.anoka.mn.us T: 763-324-4706
County of Anoka	Karen Skepper Director of Community and Government Relations	24 months	Karen.Skepper@co.anoka.mn.us T: 763-227-5807
Connexus Energy	Bruce Sayler Principal/ Community Development Connexus Energy	24 months	Bruce.sayler@connexusenergy.com T: 763-323-2600
Metro North Chamber of Commerce	Lori Higgins President	24 months	lori@metronorthchamber.org T: 763-783-3553
CITY MEMBERS			
Columbia Heights	Keith Dahl Community Development Manager City of Columbia Heights	18 months	kdahl@columbiaheightsmn.gov T: 763-706-3675
Coon Rapids	Matt Brown Economic Development Coordinator City of Coon Rapids	24 months	mbrown@coonrapidsmn.gov T: 763-767-6451
East Bethel	Colleen Winter Community Development Director City of East Bethel	18 months	colleen.winter@ci.east-bethel.mn.us T: 763-367-7855
Lino Lakes	Michael Grochala Community Development Director City of Lino Lakes	24 months	michael.grochala@ci.lino-lakes.mn.us T: 651-982-2427

September 4, 2018

VOLUNTARY COST SHARING AGREEMENT FOR ANOKA COUNTY ECONOMIC DEVELOPMENT

THIS AGREEMENT is made between the County of Anoka, a political subdivision of the State of Minnesota ("County"), and the undersigned participating municipality ("City"), a municipal corporation organized under the laws of the State of Minnesota.

WITNESSETH

WHEREAS, the County and the City, along with other community partners, entered into a Memorandum of Agreement ("MOU") on _____, 2018, to set goals, create an action plan, and implement shared objectives in promoting economic development within Anoka County;

WHEREAS, the MOU addresses the need for cost sharing between the County and municipalities of Anoka County to support continued services for website services, social media support, marketing assistance, and future services related to the county-wide economic development initiative;

WHEREAS, an annual budget for the above activities was developed, including a formula for participating municipalities to provide proportional cost sharing based upon its population;

NOW, THEREFORE, the parties understand and mutually agree as follows:

1. The budget for services related to website services, social media, marketing, and other supportive activities required for economic development, is currently set at $20,000.00 for calendar year 2019.

2. For 2019, the City agrees to contribute the sum of $0.057 per individual resident within its city limits, as a voluntary contribution to the economic development costs described above.

3. The City shall provide such payment annually, by the end of the first quarter in each calendar year, beginning in 2019.

4. Each calendar year, the County will provide an annual budget and proposed formula for the City's use in calculating its contributions under this Agreement.

5. The City may opt out or cancel this Agreement by providing 30 days' written notice to the County Administrator: Jerry Soma, 2100 Third Avenue, Ste. 700, Anoka, MN 55303.

6. This agreement shall terminate concurrently with the MOU, unless a City chooses to opt out or cancel this agreement prior to its expiration, as provided above.

IN WITNESS WHEREOF, the parties of this Agreement have hereunto set their hands on the dates written below:

ANOKA COUNTY HOUSING AND REDEVELOPMENT AUTHORITY:

By: _____
Scott Schulte, Board Chair
ACHRA

Dated: _____

By: _____
Karen Skepper, Executive Director
ACHRA

Dated: _____

APPROVED AS TO FORM

By: _____
Christine Carney
Assistant County Attorney

CITY OF RAMSEY:

By: _____
John LeTourneau, Acting Mayor

Dated: _____

By: _____
Kurtis G. Ulrich, City Administrator

Dated: _____

By: _____

Budget	**2018**	**2019**	**2020**	**2021**	**Total**
Marketing & differentiation	$ 40,000	$ 20,000	$ 20,000	$ 20,000	$ 100,000
Alignment	$ -	$ -	$ -	$ -	$ -
Readiness	$ -	$ -	$ -	$ -	$ -
Total Expenses	**$ 40,000**	**$ 20,000**	**$ 20,000**	**$ 20,000**	**$ 100,000**

Contributions from Business Par	**2018**	**2019**	**2020**	**2021**	**Total**
Connexus Energy	$ 8,000				$ 8,000
Anoka County	$ 8,000				$ 8,000
Metro North Chamber	$ 5,000				$ 5,000
Excel	$ -				$ -
Other	$ -				$ -
Total	**$ 21,000**	**$ -**	**$ -**	**$ -**	**$ 21,000**

Net Expense	**$ 19,000**	**$ 20,000**	**$ 20,000**	**$ 20,000**	**$ 79,000**

Population Cost Allocation	**$ 0.054**	**$ 0.057**	**$ 0.057**	**$ 0.057**	

City Partners	**Population**	**2018**	**2019**	**2020**	**2021**	**HRA**
Andover	32,335	$ 1,762	$ 1,855	$ 1,855	$ 1,855	N
Anoka	17,995	$ 981	$ 1,032	$ 1,032	$ 1,032	N
Bethel	461	$ 25	$ 26	$ 26	$ 26	Y
Blaine	64,188	$ 3,498	$ 3,682	$ 3,682	$ 3,682	N
Centerville	3,958	$ 216	$ 227	$ 227	$ 227	Y
Circle Pines	4,909	$ 268	$ 282	$ 282	$ 282	N
Columbia Heights	20,158	$ 1,099	$ 1,156	$ 1,156	$ 1,156	Y
Columbus	3,870	$ 211	$ 222	$ 222	$ 222	Y
Coon Rapids	62,726	$ 3,418	$ 3,598	$ 3,598	$ 3,598	N
East Bethel	11,788	$ 642	$ 676	$ 676	$ 676	N
Fridley	28,631	$ 1,560	$ 1,642	$ 1,642	$ 1,642	N
Ham Lake	15,891	$ 866	$ 912	$ 912	$ 912	Y
Hill Top	784	$ 43	$ 45	$ 45	$ 45	Y
Lexington	2,018	$ 110	$ 116	$ 116	$ 116	Y
Lino Lakes	20,803	$ 1,134	$ 1,193	$ 1,193	$ 1,193	N
Linwood Township	5,359	$ 292	$ 307	$ 307	$ 307	Y
Nowthen	4,548	$ 248	$ 261	$ 261	$ 261	Y
Oak Grove	8,360	$ 456	$ 480	$ 480	$ 480	Y
Ramsey	26,251	$ 1,431	$ 1,506	$ 1,506	$ 1,506	Y
St. Francis	7,400	$ 403	$ 424	$ 424	$ 424	Y
Spring Lake Park	6,219	$ 339	$ 357	$ 357	$ 357	Y
Total	**348,652**	**$ 19,000**	**$ 20,000**	**$ 20,000**	**$ 20,000**	

2019 ACRED Spending Options

With the voluntary cost sharing agreement set at $20,000 there are a variety of options for spending on marketing funds - options can be seen below. The main expense is the MNCAR property feed that will be on the Anoka County website. Altough a large expense, the feed is a landing spot for anyone looking for sites in Anoka County for sale or lease. A majority of commercial real estate professionals are members. Professional reports can be generated on any property, along with market reports that can be customized to each municipality. Not all events or options can fit within the budget, but they are items that would qualify. At the large group/local officials meeting in October. Cities will approve which items they would like in the budget and approve a final list of expenditures for the budget in 2019.

Properties in Blue are expenditures that area either fixed cost for the website operation or annual events that have strong support to continue	
MNCAR Properties Listing - Available site search engine on website, and access to pull property information for RFP's or pull data for businesses such as Traffic Counts, area demographics, etc.	$8,200
Minnesota Marketing Partnership - Anoka County will join 50 other metropolitan economic development leaders to influence Minnesota's economic development marketing strategy, increase Anoka County's visibility and brand, bridge Minnesota Marketing with County-wide marketing, and access to exclusive site selector events.	$625
MN Real Estate Journal - Event sponsorship and panel presentations - Connect with the regions brokers and developers at events that are often highly attended and informative. Invite cities as well. Events could include the office summit, land development summit, etc.	$2,500-$10,000
UpRiver Event - This annual event is for commercial real estate professionals to learn more about Anoka County, plus offering an educational piece and 2 hours of CE credits - Cost for breakfast provided and CE credit application	$1,500
Website Annual Cost to website host	$375
Attend events sponsored or paid for in part or full by Greater MSP	$0-50 per event
Attend NIOP Events - Commercial Real Estate Professional Organization - Event topics - -Big Picture Trends in Real Estate Capital - Economic Risks & Opportunities for Commercial Real Estate -Make Way for Gen Z	$25-$50 per event

Marketing Materials (Banners, pamphlets, etc.) for Trade Shows and to arm brand ambassadors with materials	$1000-2000
Ad Campaigns that are sponsored to target audiences via LinkedIn or Twitter- Topics could be to attract business, highlight the workforce, highlight the quality of life, etc. 1. How Anoka County is the best place to land your business 2. Anoka County residents could support many more restaurants - here's why 3. Anoka County has the highest workforce participation in the state	$100-$500 per add campaign
Success Stories - PR about companies that have recently located or expanded in Anoka County	$0
Hold an incentives workshop - determine what types of projects the County and local EDOs would incent and how	NA
Hold a talent strategies workshop - to work through potential solutions to the issues identified. This workshop should include employers, workforce development representatives, educational institutions, etc.	$0
Host a Familiarization Tour with local real estate professionals Cost would be for organizing transportation and possibly a lunch for those that attend	$1,000
Attend Business Events and Expos - Entrepreneur Expo, Restaurant Association Events, Manufacturing Week, Restaurant Innovation Summit, Hospitality Minnesota, etc.	$0-$100 an event
Conduct Annual Business Summit - engage business leaders in Economic Development initiative. This meeting should include an educational piece to update employers on economic development initiative and programs, but also gain their input into key challenges they may be facing	$1,300
Summer Familiarization Tour (part of MN Marketing Partnership) targeting HQ's, consultants, consulates, prospects - Depending on location, the cost is solely based upon travel, and if you want to sponsor a lunch speaker ($1500) - part of MN Marketing partnership	$500-$1,500
Fall - Minnesota Venture Conference	$400 or Sponsorship - $2000

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

CC Regular Session **7. 4.**

Meeting Date: 10/23/2018

Submitted For: Chloe McGuire Brigl, Community Development

By: Chloe McGuire Brigl, Community Development

Information

Title:

Provide Feedback on Preliminary Plat Application for Shade Tree Cottages; Case of Shade Tree Communities

Purpose/Background:

Shade Tree Communities has applied for a preliminary plat for Shade Tree Cottages. The purpose of this case is to provide general feedback and discuss the possible PUD with the applicant. The Planning Commission met on October 4, 2018 and noted several concerns, including defining the actual public benefit for the PUD and public road width, with the preliminary plat. Ultimately, they tabled action on the item until their next meeting, November 1, 2018 to provide the applicant an opportunity to 'fine-tune' the proposal. Staff is looking for general feedback on the proposed 35 home subdivision (34 detached townhomes, one single family home) off Nowthen Boulevard and Potassium Street.

The site was previously granted preliminary and final plat approval for a subdivision via Planned Unit Development (PUD) in 2005, but the final plat has since expired. Since the previous approval, City Code requirements for lot size and wetland setbacks have changed. The PUD zoning remains on the parcel, though the underlying zoning was R-1 (MUSA). As proposed, Potassium Street would be a 24-foot wide public road, improved from its current status of a gravel road. The applicant has requested a cost-share on this road improvement with the City. The City Council previously responded to an unofficial request for a cost-share. The applicant must provide a detailed cost-share breakdown for the City Council to respond to.

The applicant and Staff are looking for general feedback from the City Council on the PUD proposal.

Notification:

No notification required for preliminary review.

Funding Source:

The applicant is responsible for all costs associated with review of the project.

Recommendation:

Staff is looking for general feedback for the applicant from the City Council on whether or not this proposal would be approved, and if there is anything specific the applicant should add to their plans.

Action:

No motion required.

Staff would like feedback for the applicant before returning to the next Planning Commission meeting.

Attachments

Shade Tree Plan Set
Planning Review Memo
Draft 10 04 18 PC Minutues

Form Review

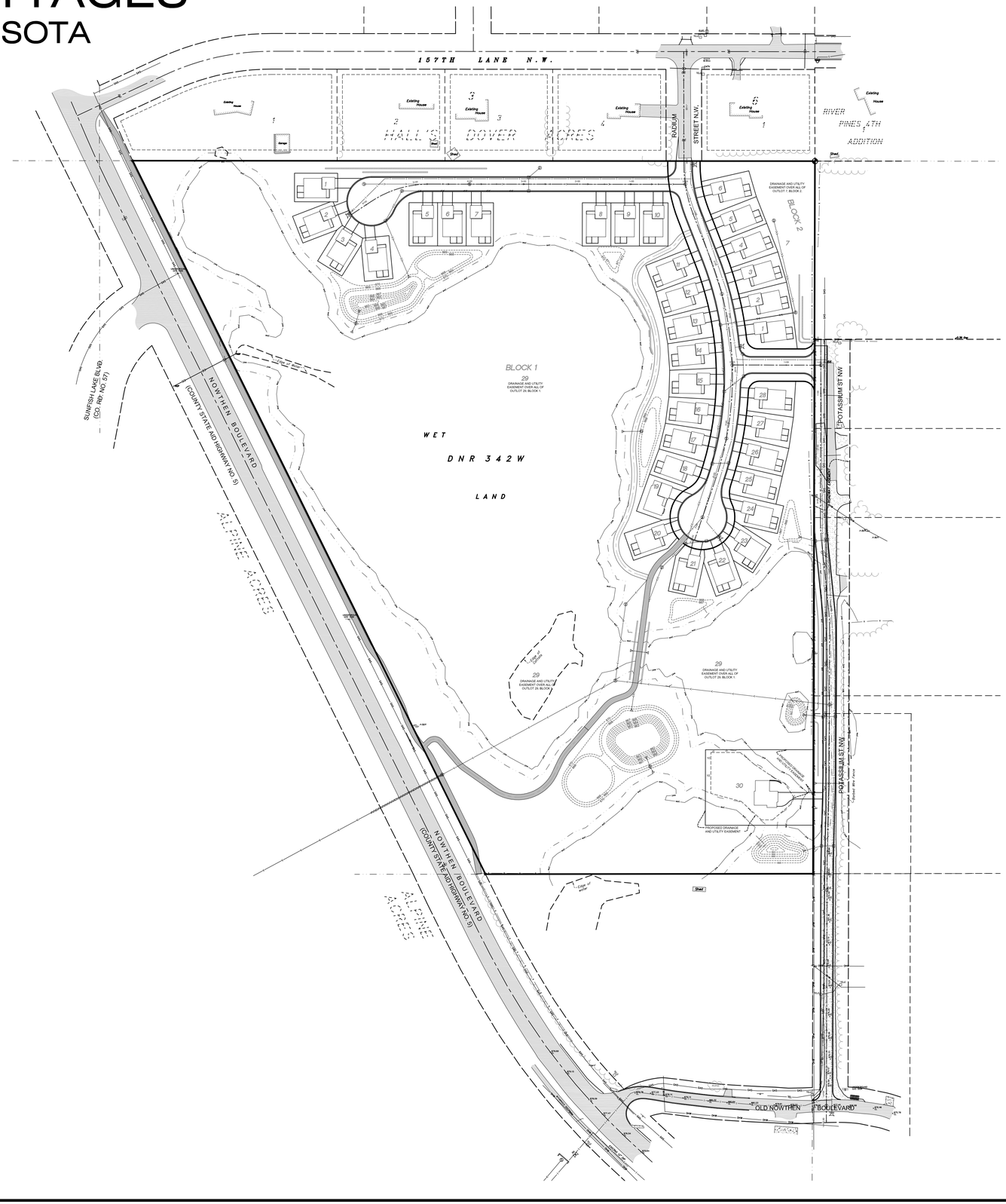
Inbox	Reviewed By	Date
Chris Anderson	Chris Anderson	10/17/2018 11:18 AM
Tim Gladhill	Tim Gladhill	10/18/2018 11:30 AM
Kurt Ulrich	Kurt Ulrich	10/18/2018 02:17 PM
Form Started By: Chloe McGuire Brigl		Started On: 10/16/2018 10:30 AM
Final Approval Date: 10/18/2018		

SHADE TREE COTTAGES

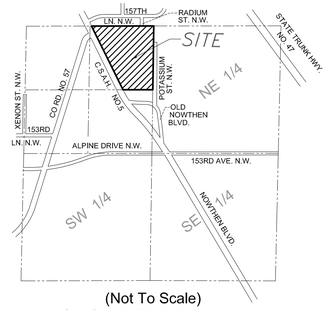
CITY OF RAMSEY, MINNESOTA

~for~

SHADE TREE COMMUNITIES, LLC.
1696 229TH LANE
EAST BETHEL, MN 55005
(612) 812-9656



VICINITY MAP



(Not To Scale)
SEC.23-T32N-R25W

SHEET INDEX

G.001	COVER SHEET
C.001	GRADING & DRAINAGE PLAN
C.002	GRADING & DRAINAGE PLAN
C.003	UTILITY PLAN - STORM SEWER
C.004	UTILITY PLAN - STORM SEWER
C.005	UTILITY PLAN - SANITARY SEWER & WATERMAIN
C.006	UTILITY PLAN - SANITARY SEWER & WATERMAIN
C.007	DETAILS
V.001	SITE PLAN
V.002	SITE PLAN
V.003	PRELIMINARY PLAT
V.004	PRELIMINARY PLAT
V.005	TREE INVENTORY & PROTECTION PLAN
V.006	TREE INVENTORY & PROTECTION PLAN
V.007	TREE INVENTORY & PROTECTION PLAN

NORTH

GRAPHIC SCALE
100 0 50 100 200 400
(IN FEET)
1 INCH = 100 FT

SITE PLANNING & ENGINEERING
PLOWE ENGINEERING, INC.
6776 LAKE DRIVE
SUITE 110
LINO LAKES, MN 55014
PHONE: (651) 361-8210
FAX: (651) 361-8701

DRAWN BY: AG	CHECK BY: AG	JOB NO: 18-1794	DATE: 09-06-18

NO.	DATE	DESCRIPTION
1		
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6		

I HEREBY CERTIFY THAT THIS PLAN 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.

PRELIMINARY

ADAM GINKEL
Date: 09.06.2018 License No. 43963

SHADE TREE COTTAGES
CITY OF RAMSEY, MN
COVER SHEET

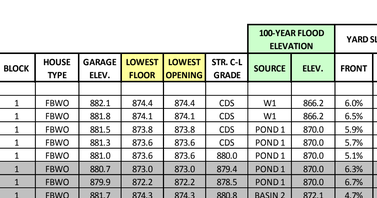
PREPARED FOR: SHADE TREE COMMUNITIES, LLC

SHEET
G.001

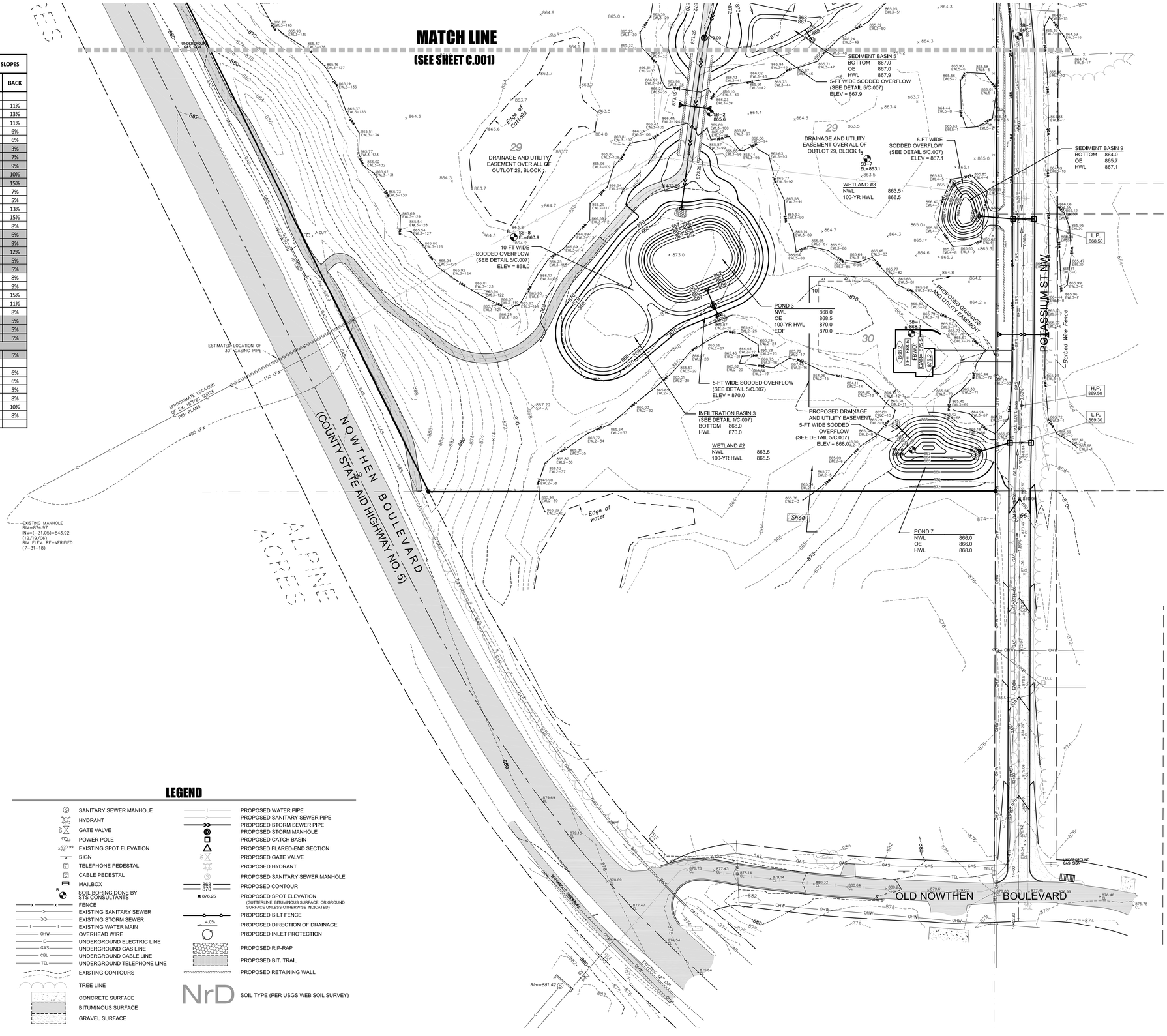
18-1794

LOT	BLOCK	HOUSE TYPE	GARAGE ELEV.	LOWEST FLOOR	LOWEST OPENING	STR. C-L GRADE	100-YEAR FLOOD ELEVATION		YARD SLOPES	
							SOURCE	ELEV.	FRONT	BACK
1	1	FBWO	882.1	874.4	874.4	CDS	W1	866.2	6.0%	11%
2	1	FBWO	881.8	874.1	874.1	CDS	W1	866.2	6.5%	13%
3	1	FBWO	881.5	873.8	873.8	CDS	POND 1	870.0	5.9%	11%
4	1	FBWO	881.3	873.6	873.6	CDS	POND 1	870.0	5.7%	6%
5	1	FBWO	881.0	873.6	873.6	880.0	POND 1	870.0	5.1%	6%
6	1	FBWO	880.7	873.0	873.0	879.4	POND 1	870.0	6.3%	3%
7	1	FBWO	879.9	872.2	872.2	878.5	POND 1	870.0	6.7%	7%
8	1	FBWO	881.7	874.3	874.3	880.8	BASIN 2	872.1	4.7%	9%
9	1	FBWO	883.6	875.9	875.9	882.4	BASIN 2	872.1	5.9%	10%
10	1	FBLO	885.3	877.6	880.1	884.0	BASIN 2	872.1	6.3%	15%
11	1	FBLO	884.6	876.9	879.4	884.1	W1	866.2	2.2%	7%
12	1	FBWO	884.2	876.5	876.5	883.7	W1	866.2	2.2%	5%
13	1	FBWO	883.8	876.1	876.1	883.2	W1	866.2	2.6%	13%
14	1	FBWO	883.3	875.6	875.6	882.8	W1	866.2	2.2%	15%
15	1	FBWO	882.4	875.0	875.0	882.0	BASIN 4	869.5	1.8%	8%
16	1	FBWO	881.0	873.3	873.3	880.2	BASIN 4	869.5	3.4%	6%
17	1	FBWO	879.5	871.8	871.8	878.7	BASIN 4	869.5	3.4%	9%
18	1	FBWO	879.0	871.3	871.3	878.3	BASIN 4	869.5	3.0%	12%
19	1	FBWO	878.5	870.8	870.8	CDS	BASIN 4	869.5	6.8%	5%
20	1	FBWO	878.0	870.3	870.3	CDS	W1	866.2	6.0%	5%
21	1	FBWO	878.0	870.3	870.3	CDS	BASIN 5	867.9	7.1%	8%
22	1	FBWO	878.0	870.3	870.3	CDS	BASIN 5	867.9	7.3%	9%
23	1	FBWO	878.0	870.3	870.3	CDS	W3	866.5	6.4%	15%
24	1	FBWO	878.3	870.6	870.6	CDS	BASIN 6	867.8	5.2%	11%
25	1	FBLO	878.5	870.8	873.3	877.5	BASIN 6	867.8	4.2%	8%
26	1	FBLO	880.0	872.3	874.8	878.7	BASIN 6	867.8	5.4%	5%
27	1	FBLO	881.2	873.6	876.1	880.1	BASIN 6	867.8	4.6%	5%
28	1	FB	882.6	874.9	882.6	881.3	BASIN 6	867.8	5.4%	5%
29	1					OUTLOT				
30	1	FBWO*	875.5	868.5	868.5	869.3	W3	866.5	7.8%	5%
1	2	MFB	885.2	878.2	885.6	883.0	N/A	--	7.4%	6%
2	2	MFB	885.5	878.5	885.9	883.3	N/A	--	7.4%	6%
3	2	MFB	885.8	878.8	886.2	883.6	N/A	--	7.4%	5%
4	2	MFB	886.2	879.2	886.6	884.0	N/A	--	7.4%	8%
5	2	MFB	886.6	879.6	887.0	884.4	N/A	--	7.4%	10%
6	2	MFB	887.0	880.0	887.4	884.9	N/A	--	7.1%	8%

FB FULL BASEMENT
FBWO FULL BASEMENT WALK-OUT
FBWO* FULL BASEMENT WALK-OUT W/ DROPPED GARAGE (1 COURSE)
FBLO FULL BASEMENT LOOK-OUT
MFB MODIFIED FULL BASEMENT



TYPICAL LOT LAYOUT



LEGEND

- SANITARY SEWER MANHOLE
- HYDRANT
- GATE VALVE
- POWER POLE
- EXISTING SPOT ELEVATION
- SIGN
- TELEPHONE PEDESTAL
- CABLE PEDESTAL
- MAILBOX
- SOIL BORING DONE BY STS CONSULTANTS
- FENCE
- EXISTING SANITARY SEWER
- EXISTING STORM SEWER
- EXISTING WATER MAIN
- OVERHEAD WIRE
- UNDERGROUND ELECTRIC LINE
- UNDERGROUND GAS LINE
- UNDERGROUND CABLE LINE
- UNDERGROUND TELEPHONE LINE
- EXISTING CONTOURS
- TREE LINE
- CONCRETE SURFACE
- BITUMINOUS SURFACE
- GRAVEL SURFACE
- PROPOSED WATER PIPE
- PROPOSED SANITARY SEWER PIPE
- PROPOSED STORM SEWER PIPE
- PROPOSED STORM MANHOLE
- PROPOSED CATCH BASIN
- PROPOSED FLARED-END SECTION
- PROPOSED GATE VALVE
- PROPOSED HYDRANT
- PROPOSED SANITARY SEWER MANHOLE
- PROPOSED CONTOUR
- PROPOSED SPOT ELEVATION (GUTTERLINE, BITUMINOUS SURFACE, OR GROUND SURFACE UNLESS OTHERWISE INDICATED)
- PROPOSED SILT FENCE
- PROPOSED DIRECTION OF DRAINAGE
- PROPOSED INLET PROTECTION
- PROPOSED RIP-RAP
- PROPOSED BIT. TRAIL
- PROPOSED RETAINING WALL
- NrD SOIL TYPE (PER USGS WEB SOIL SURVEY)

NORTH

GRAPHIC SCALE
50 0 25 50 100 200
(IN FEET)
1 INCH = 50 FT

SITE PLANNING & ENGINEERING
PLOWE
ENGINEERING, INC.
6776 LAKE DRIVE
SUITE 110
LINO LAKES, MN 55014
PHONE: (651) 361-8210
FAX: (651) 361-8701

NO.	DATE	DESCRIPTION
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DRAWN BY: AG | CHECK BY: AG | JOB NO: 18-1794 | DATE: 09-06-18

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PRELIMINARY

ADAM GINKEL License No. 43963

Date: 09.06.2018

SHADE TREE COTTAGES
CITY OF RAMSEY, MN
GRADING & DRAINAGE PLAN

PREPARED FOR: SHADE TREE COMMUNITIES, LLC

SHEET
C.002

18-1794

157TH LANE N.W.

STREET N.W.

RADIUM

POTASSIUM ST NW

SUNFISH LAKE BLVD. (CO. RD. NO. 57)

NOWTHEN BOULEVARD (COUNTY STATE AID HIGHWAY NO. 5)

BLOCK 1

29

DRAINAGE AND UTILITY EASEMENT OVER ALL OF OUTLOT 29, BLOCK 1.

BLOCK 2

DRAINAGE AND UTILITY EASEMENT OVER ALL OF OUTLOT 7, BLOCK 2.

WET

DNR 342W

LAND

WETLAND #1
DNR WETLAND 342W
NWL 863.5
100-YR HWL 866.2

POND 1
NWL 868.0
OE 868.5
100-YR HWL 870.0
EOF 870.0

INFILTRATION BASIN 1
(SEE DETAIL 1/C.007)
BOTTOM 868.0
HWL 870.0

INFILTRATION BASIN 2
(SEE DETAIL 1/C.007)
BOTTOM 871.0
HWL 872.1

INFILTRATION BASIN 4
(SEE DETAIL 1/C.007)
BOTTOM 868.0
HWL 869.5

SEDIMENT BASIN 5
BOTTOM 867.0
OE 867.0
HWL 867.9

SEDIMENT BASIN 6
BOTTOM 866.0
OE 866.0
HWL 867.8

10-FT WIDE SODDED OVERFLOW
(SEE DETAIL 5/C.007)
ELEV = 868.0

5-FT WIDE SODDED OVERFLOW
(SEE DETAIL 5/C.007)
ELEV = 870.0

5-FT WIDE SODDED OVERFLOW
(SEE DETAIL 5/C.007)
ELEV = 871,75

5-FT WIDE SODDED OVERFLOW
(SEE DETAIL 5/C.007)
ELEV = 867,8

5-FT WIDE SODDED OVERFLOW
(SEE DETAIL 5/C.007)
ELEV = 867,9

Edge of Water

ROADWAY EASEMENT

MATCH LINE
(SEE SHEET C.002)

NORTH

GRAPHIC SCALE
50 0 25 50 100 200
(IN FEET)
1 INCH = 50 FT

SITE PLANNING & ENGINEERING

PLOWE
ENGINEERING, INC.
6776 LAKE DRIVE
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PRELIMINARY

ADAM GINKEL

Date: 09.06.2018 License No. 43963

SHADE TREE COTTAGES

CITY OF RAMSEY, MN

GRADING & DRAINAGE PLAN

PREPARED FOR: SHADE TREE COMMUNITIES, LLC

SHEET
C.001

18-1794

VICINITY MAP

PART OF SEC. 23, TWP. 32, RNG. 25



ANOKA COUNTY, MINNESOTA
(NO SCALE)

OWNER AND SUBDIVIDER

SHADE TREE COMMUNITIES, LLC.
1696 229TH LANE
EAST BETHEL, MN 55005
(612) 812-9656

CIVIL ENGINEER

PLOWE ENGINEERING, INC.
6776 LAKE DRIVE N.E. SUITE 110
LINO LAKES, MN 55014
PHONE: (651) 361-8210

SURVEYOR

E.G. RUD & SONS, INC.
6776 LAKE DRIVE N.E. SUITE 110
LINO LAKES, MN 55014
PHONE: (651) 361-8210

PROPERTY DESCRIPTION

All that part of the Northeast Quarter of the Northwest Quarter of Section 23, Township 32, Range 25, lying east of the Easterly Right-of-Way of County State Aid Highway No. 5, in Anoka County, Minnesota.

DENSITY COMPUTATIONS

TOTAL AREA SITE AREA	28.41± ACRES
PROPOSED SINGLE UNIT TOWNHOME LOTS	34
PROPOSED SINGLE FAMILY LOTS	1
PROPOSED RIGHT OF WAYAREA	1.30± ACRES
UPLAND AREA	15.3± ACRES
GROSS DENSITY	1.23± UNITS/ACRE
NET UPLAND DENSITY	2.3± UNITS/ ACRE

ZONING AND SETBACKS

CURRENT ZONING: PUD- PLANNED UNIT DEVELOPMENT WITH R-1 SINGLE FAMILY UNDERLYING

PROPOSED ZONING: PUD- PLANNED UNIT DEVELOPMENT

PROPOSED PUD SINGLE UNIT TOWNHOME SETBACKS:
(LOTS 1-28, BLOCK 1 & LOTS 1-6, BLOCK 2)

FRONT STREET:	25 FEET FROM CURB
SIDE STREET:	25 FEET FROM CURB
SIDE YARD:	15 FEET BETWEEN BUILDINGS
PLAT BOUNDARY:	30 FEET FROM PLAT BOUNDARY
WETLANDS AND STORMWATER PONDS:	16.5 FEET

PROPOSED PUD SINGLE FAMILY LOT SETBACKS:
(LOT 30, BLOCK 1)

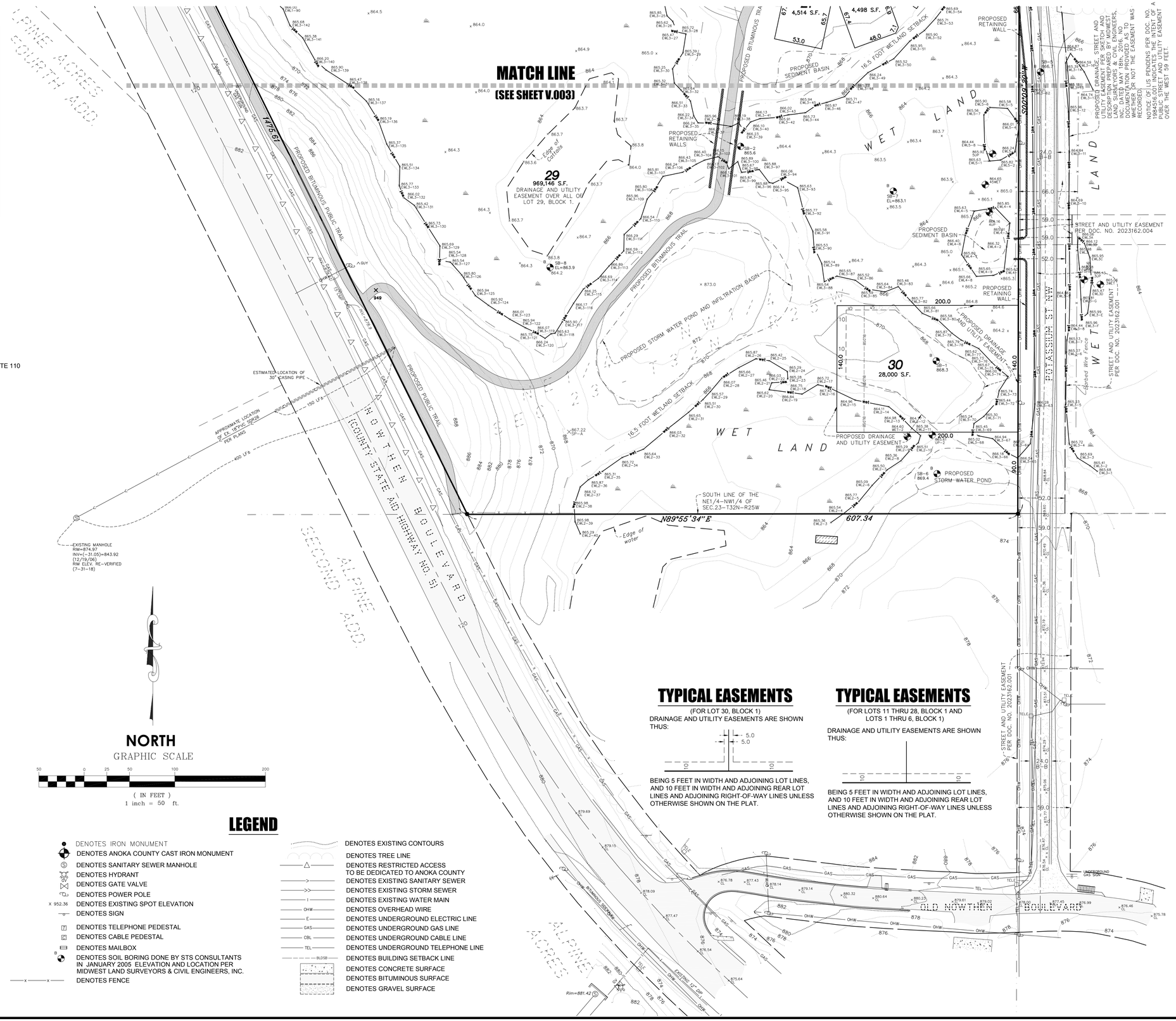
FRONT STREET:	30 FEET
HOUSE SIDE YARD:	10 FEET
GARAGE SIDE YARD:	6 FEET
REAR YARD:	30 FEET
WETLANDS AND STORMWATER PONDS:	16.5 FEET

MINIMUM LOT AREA 10,800 S.F.
MINIMUM LOT WIDTH 70 FEET AT SETBACK LINE

OVERALL PROPOSED PUD DEVELOPMENT REQUIREMENTS
DENSITY 3 UNITS PER ACRE (NET)

NOTES

- Bearings shown are on the Anoka County Coordinate System.
- Contours and topography shown are a combination of plans prepared by MIDWEST Land Surveyors and Civil Engineers, Inc. 4-25-05 and field work completed by E.G. Rud & Sons, Inc, on July 31st, 2018 .
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- Surveyed premises shown on this survey map is in Flood Zone X (Areas determined to be outside the 0.2% annual chance flood plain). According to Flood Insurance Rate Map Community No. 270681 Panel 0170 Suffix E, Map Number 27003C0170E by the Federal Emergency Management Agency, effective date December 16, 2015.
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- Wetland Delineation done by Jacobson Environmental, PLLC in November of 2017. Additional wetlands were delineated in July of 2018.
- The proposed cul-de-sac length for 157th Ave N.W. (Private Sreet) is 588.3 feet. The proposed cul-de-sac length for Radium Street N.W. (Public Sreet) is 289.9 feet.
- Proposed location of Storm water Basins and Ponds provided by Plowe Engineering, Inc. on 9-05-18.



LEGEND

- DENOTES IRON MONUMENT
- DENOTES ANOKA COUNTY CAST IRON MONUMENT
- DENOTES SANITARY SEWER MANHOLE
- DENOTES HYDRANT
- DENOTES GATE VALVE
- DENOTES POWER POLE
- x 952.36 DENOTES EXISTING SPOT ELEVATION
- DENOTES SIGN
- DENOTES TELEPHONE PEDESTAL
- DENOTES CABLE PEDESTAL
- DENOTES MAILBOX
- DENOTES SOIL BORING DONE BY STS CONSULTANTS IN JANUARY 2005 ELEVATION AND LOCATION PER MIDWEST LAND SURVEYORS & CIVIL ENGINEERS, INC.
- DENOTES FENCE
- DENOTES EXISTING CONTOURS
- DENOTES TREE LINE
- DENOTES RESTRICTED ACCESS TO BE DEDICATED TO ANOKA COUNTY
- DENOTES EXISTING SANITARY SEWER
- DENOTES EXISTING STORM SEWER
- DENOTES EXISTING WATER MAIN
- DENOTES OVERHEAD WIRE
- DENOTES UNDERGROUND ELECTRIC LINE
- DENOTES UNDERGROUND GAS LINE
- DENOTES UNDERGROUND CABLE LINE
- DENOTES UNDERGROUND TELEPHONE LINE
- DENOTES BUILDING SETBACK LINE
- DENOTES CONCRETE SURFACE
- DENOTES BITUMINOUS SURFACE
- DENOTES GRAVEL SURFACE

TYPICAL EASEMENTS

(FOR LOT 30, BLOCK 1)
DRAINAGE AND UTILITY EASEMENTS ARE SHOWN THUS:

BEING 5 FEET IN WIDTH AND ADJOINING LOT LINES, AND 10 FEET IN WIDTH AND ADJOINING REAR LOT LINES AND ADJOINING RIGHT-OF-WAY LINES UNLESS OTHERWISE SHOWN ON THE PLAT.

TYPICAL EASEMENTS

(FOR LOTS 11 THRU 28, BLOCK 1 AND LOTS 1 THRU 6, BLOCK 1)

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NOTICE: OF LIS PENDENS PER DOC. NO. 1916155, IN REGARD TO AN INTENT OF A PUBLIC STREET AND UTILITY EASEMENT OVER THE WEST 59 FEET.

PROPOSED DRAINAGE, STREET AND UTILITY EASEMENT PREPARED BY MIDWEST LAND SURVEYORS & CIVIL ENGINEERS, INC. DATED MAY 8TH, 2018 AS TO DOCUMENT NO. 2023162.004 AS TO WHETHER OR NOT THE EASEMENT WAS RECORDED.

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

DRAWN BY: JEN	JOB NO.: 13066PP	DATE: 09-06-18
CHECK BY: JEN	SCANNED ☐	JEN

NO.	DATE	DESCRIPTION	BY
1			
2			
3			
4			
5			

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

JAMES E. NAPIER
Date 09-06-18 License No. 25343

SHADE TREE COTTAGES

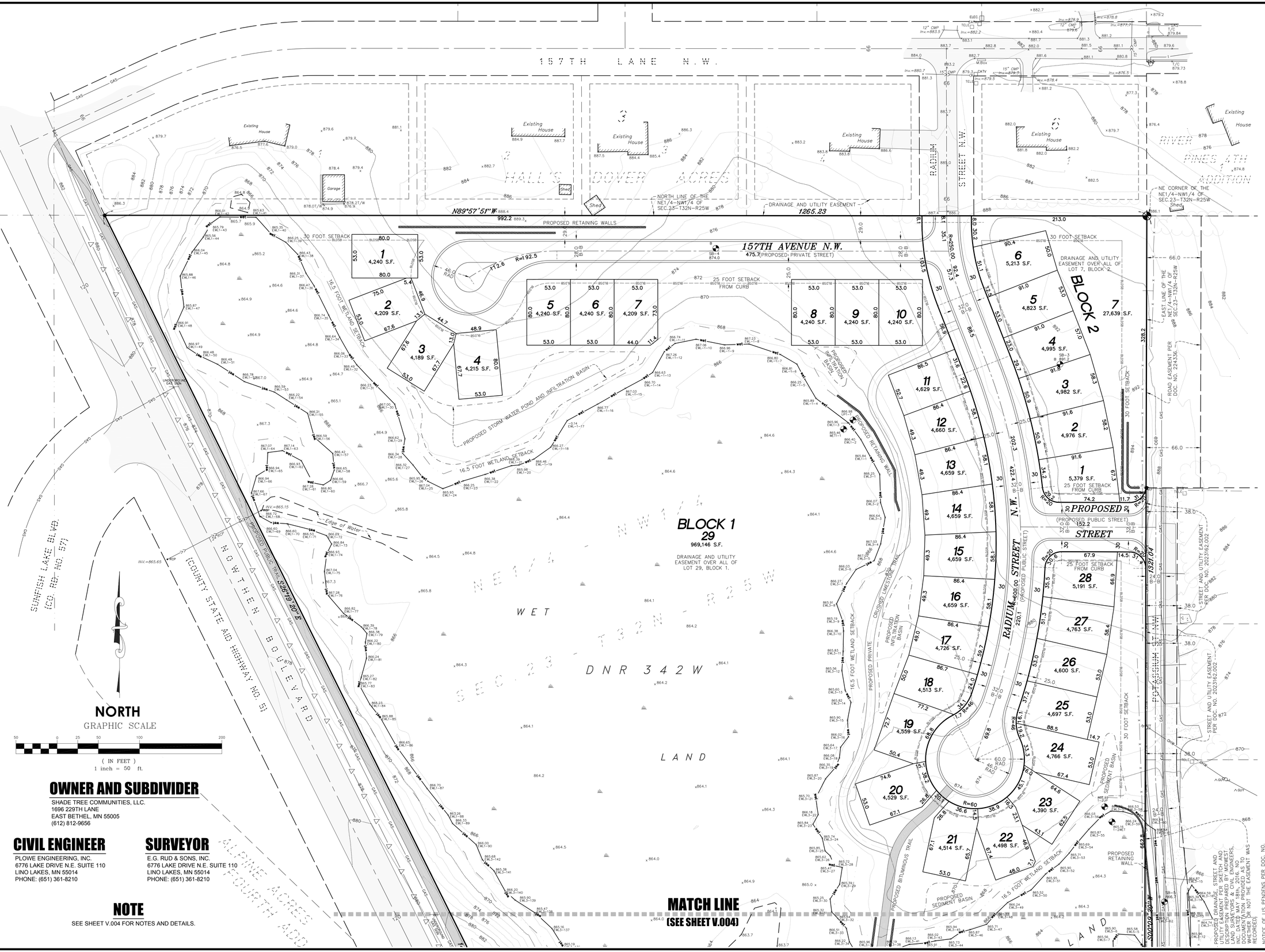
CITY OF RAMSEY, MN

PRELIMINARY PLAT

PREPARED FOR: SHADE TREE COMMUNITIES, LLC

SHEET
V.004

13066PP



NORTH

GRAPHIC SCALE

50 0 25 50 100 200

(IN FEET)

1 inch = 50 ft.

OWNER AND SUBDIVIDER

SHADE TREE COMMUNITIES, LLC.
1696 229TH LANE
EAST BETHEL, MN 55005
(612) 812-9656

CIVIL ENGINEER

PLOWE ENGINEERING, INC.
6776 LAKE DRIVE N.E. SUITE 110
LINO LAKES, MN 55014
PHONE: (651) 361-8210

SURVEYOR

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NOTE

SEE SHEET V.004 FOR NOTES AND DETAILS.

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SHADE TREE COTTAGES

CITY OF RAMSEY, MN

PRELIMINARY PLAT

PREPARED FOR: SHADE TREE COMMUNITIES, LLC

SHEET
V.003

13066PP

VICINITY MAP

PART OF SEC. 23, TWP. 32, RNG. 25



OWNER AND SUBDIVIDER

SHADE TREE COMMUNITIES, LLC.
1696 229TH LANE
EAST BETHEL, MN 55005
(612) 812-9656

CIVIL ENGINEER

PLOWE ENGINEERING, INC.
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PROPERTY DESCRIPTION

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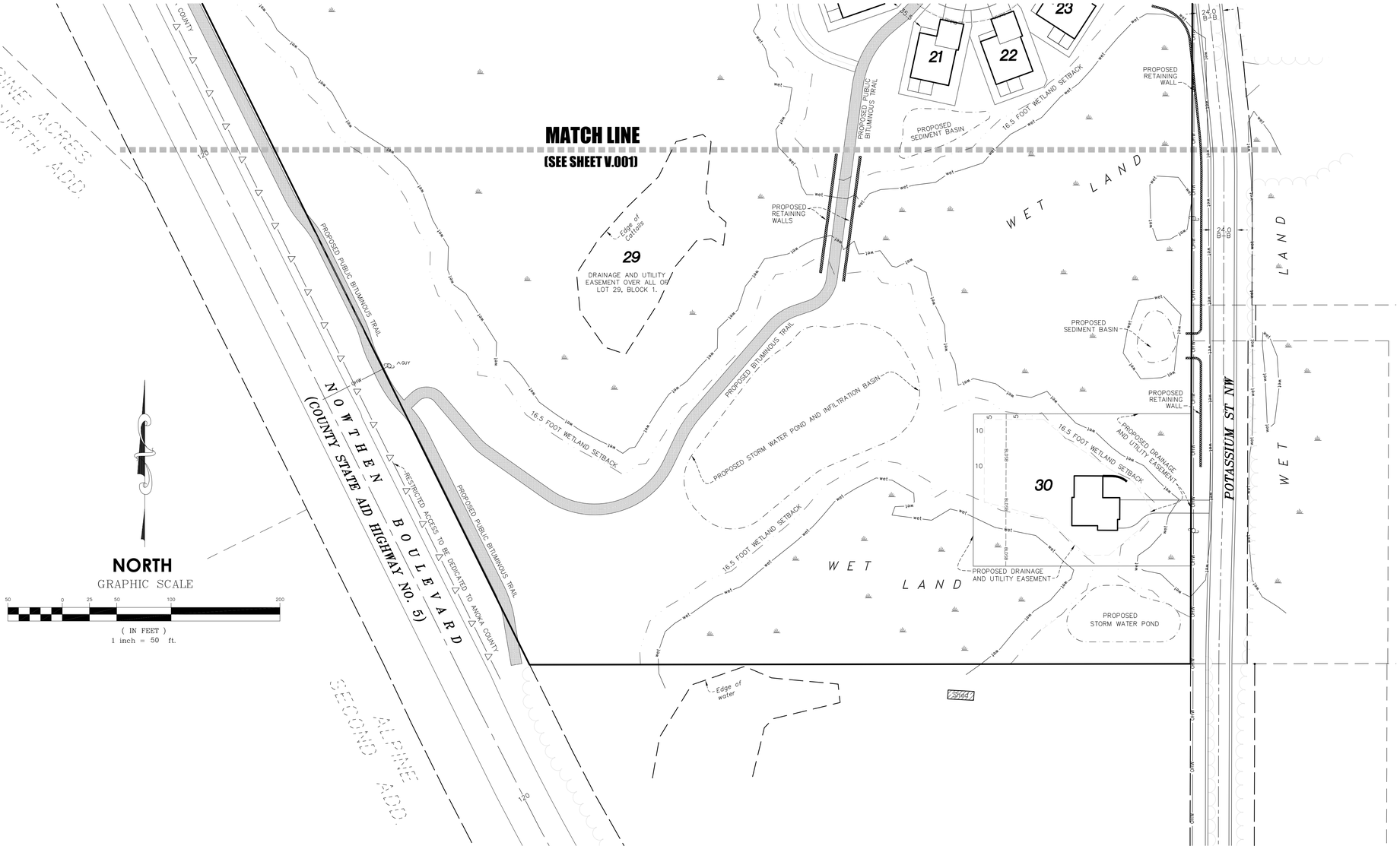
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OVERALL PROPOSED PUD DEVELOPMENT REQUIREMENTS
DENSITY 3 UNITS PER ACRE (NET)

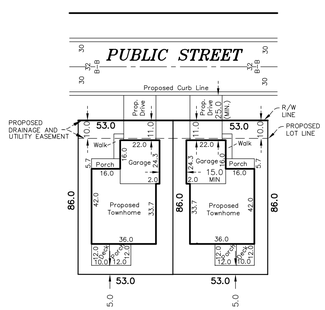
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- Refer to Preliminary Plat for boundary information, lot dimensions and lot areas.
- See Landscape Architecture Plan for proposed landscape screening.
- Proposed location of Storm water Basins and Ponds provided by Plowe Engineering, Inc. on 9-05-18.



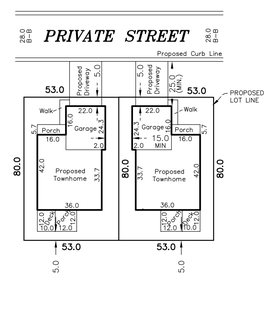
SINGLE TOWNHOME DETAIL FOR PUBLIC STREET

(SCALE: 1"=40')



SINGLE TOWNHOME DETAIL FOR PRIVATE STREET

(SCALE: 1"=40')



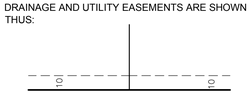
AREA CALCULATIONS

AREA	SQUARE FOOTAGE	ACRES	PERCENTAGE OF TOTAL AREA	PERCENTAGE OF TOTAL UPLAND AREA
TOTAL SITE	1,237,600	28.41	N/A	N/A
UPLAND	668,345	15.34	54.0%	N/A
WETLAND	569,255	13.07	46.0%	N/A
IMPERVIOUS AREAS:				
TOWNHOUSE, SIDEWALK DRIVEWAYS, ETC.	105,964	2.43	8.6%	15.9%
SINGLE FAMILY HOUSES, DRIVEWAY, SIDEWALK, ETC.	3,000	0.07	0.2	0.4%
STREETS WITHIN BOUNDARY	54,144	1.24	4.4%	8.1%
TOTAL IMPERVIOUS	163,108	3.74	13.2%	24.4%
PUBLIC RIGHT OF WAY	56,514	1.30	4.6%	8.5%
COMMON SPACE (LOT 29 B1+LOT 7 B2)	996,785	22.88	80.5%	N/A

TYPICAL EASEMENTS

(FOR LOTS 11 THRU 28, BLOCK 1 AND LOTS 1 THRU 6, BLOCK 1)

DRAINAGE AND UTILITY EASEMENTS ARE SHOWN THUS:

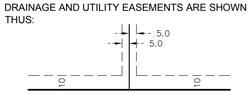


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TYPICAL EASEMENTS

(FOR LOT 30, BLOCK 1)

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

DRAWN BY: JEN | JOB NO: 13066PP | DATE: 09-06-18
CHECK BY: JEN | SCANNED ☐

NO.	DATE	DESCRIPTION	BY
1			JEN
2			
3			
4			
5			

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

JAMES E. NAPIER
Date: 09-06-18 License No. 25343

SHADE TREE COTTAGES

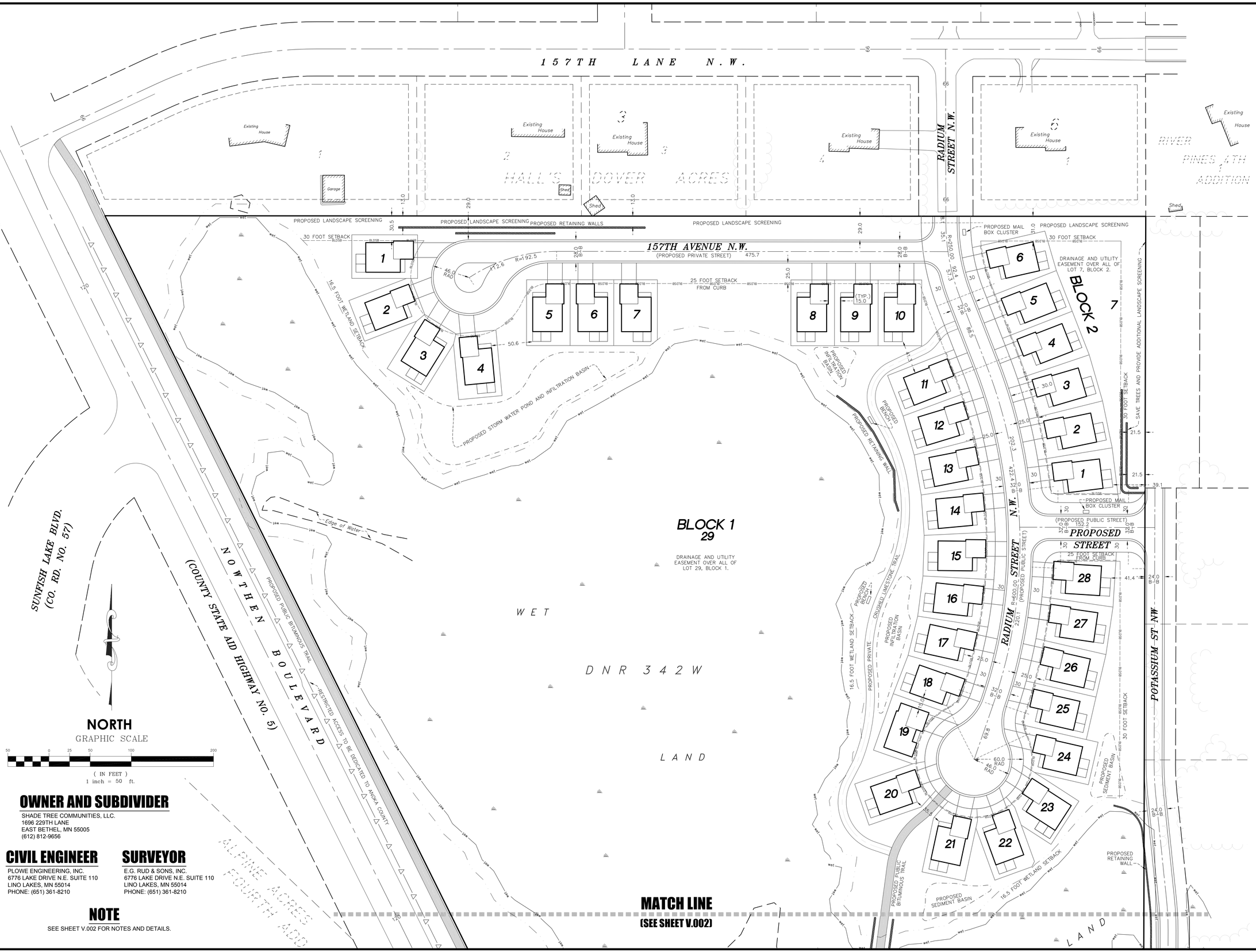
CITY OF RAMSEY, MN

SITE PLAN

PREPARED FOR: SHADE TREE COMMUNITIES, LLC

SHEET
V.002

13066PP



NORTH

GRAPHIC SCALE

50 0 25 50 100 200

(IN FEET)
1 inch = 50 ft.

MATCH LINE
(SEE SHEET V.002)

OWNER AND SUBDIVIDER

SHADE TREE COMMUNITIES, LLC.
1696 229TH LANE
EAST BETHEL, MN 55005
(612) 812-9656

CIVIL ENGINEER

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SURVEYOR

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NOTE

SEE SHEET V.002 FOR NOTES AND DETAILS.

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SHADE TREE COTTAGES
CITY OF RAMSEY, MN
SITE PLAN

PREPARED FOR: SHADE TREE COMMUNITIES, LLC

SHEET
V.001

13066PP

VICINITY MAP

PART OF SEC. 23, TWP. 32, RNG. 25



OWNER AND SUBDIVIDER

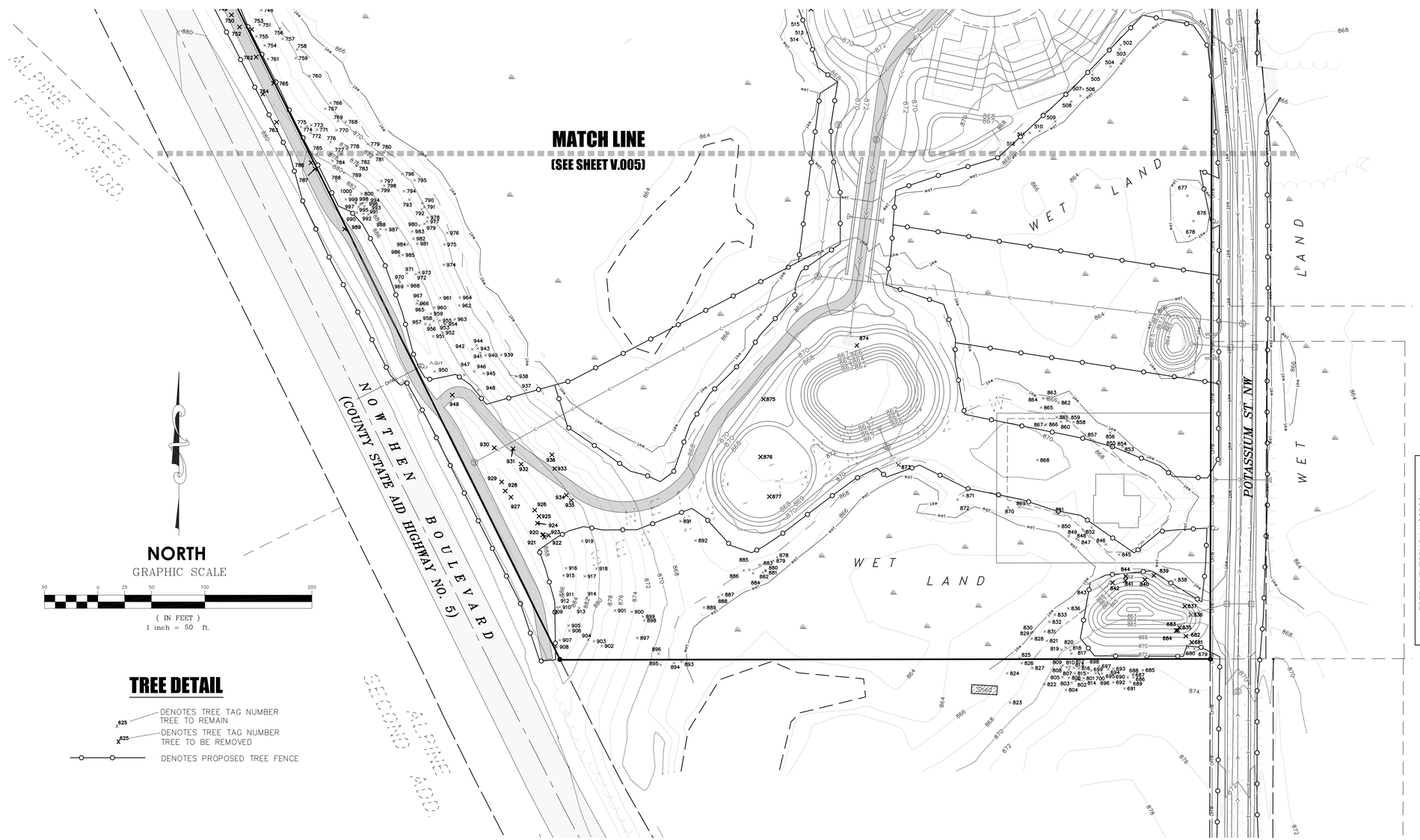
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PHONE: (651) 361-8210



TREE DETAIL

625 — DENOTES TREE TAG NUMBER TREE TO REMAIN

625 — DENOTES TREE TAG NUMBER TREE TO BE REMOVED

DENOTES PROPOSED TREE FENCE

NOTES

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- Wetland Delineation done by Jacobson Environmental, PLLC in November of 2017. Additional wetlands were delineated in July of 2018.
- Refer to Preliminary Plat for boundary information, lot dimensions and lot areas.

TREE PRESERVATION NOTES

- TOTAL ON-SITE SIGNIFICANT TREE CALIPER INCHES - 3,464 DBH
- TOTAL SIGNIFICANT TREE CALIPER INCHES OUTSIDE PROPOSED PONDS, STREETS, AND TRAILS - 2,917 DBH
- SIGNIFICANT TREE CALIPER INCHES REMOVED FOR PONDS, STREETS, AND TRAILS ON SITE - 547 DBH
- SIGNIFICANT TREE CALIPER INCHES REMOVED FOR HOUSE PADS AND YARDS - 321 DBH
- SIGNIFICANT TREE CALIPER INCHES REMAINING 2,596 DBH
- PERCENTAGE OF TOTAL CALIPER INCHES REMOVED FOR HOUSE PADS AND YARDS - 9.3%
- PERCENTAGE OF SIGNIFICANT TREES REMOVED OUTSIDE OF POND, STREET AND WALK AREAS 11.0%
- TOTAL SIGNIFICANT TREE CALIPER INCHES REMOVED FOR OFF SITE TRAIL (C.S.A.H. NO. 5) - 164 DBH

TREE PROTECTION NOTES

- TREE PROTECTION LIMITS TO BE MARKED IN FIELD AND APPROVED BY THE CITY PRIOR TO INSTALLATION OF TREE PROTECTION / SILT FENCE OR TREE CLEARING ACTIVITY.
- SILT / TREE PROTECTION FENCE TO BE INSTALLED AT CONSTRUCTION LIMIT LINE.
- CARE IS TO BE TAKEN TO AVOID CONSTRUCTION ACTIVITY OR CONSTRUCTION VEHICLE TRAFFIC WITHIN THE DRIP LINE OF TREES IN THE TREE PROTECTION ZONE.
- FIELD DECISIONS WILL BE MADE ON LOCATION OF TREE PROTECTION LIMITS TO PRESERVE SIGNIFICANT TREES.
- GRUBBING OF STUMPS WILL OCCUR AFTER EROSION CONTROL MEASURES ARE INSTALLED.
- REFER TO OAK WILT MANAGEMENT PLAN DATED APRIL 7, 2017 FOR ADDITIONAL TREE PROTECTION MEASURES.

TREE INVENTORY BY JACOBSON
ENVIRONMENTAL, PLLC IN JULY OF 2018

WAYNE JACOBSON
MINNESOTA DNR PROTECTED INSPECTOR
LICENSE NO. 20104270

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ESTD 1977
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JAMES E. NAPIER — License No. 25343
Date: 09-06-18

SHADE TREE COTTAGES
CITY OF RAMSEY, MN
PRELIMINARY TREE INVENTORY AND TREE PROTECTION PLAN
PREPARED FOR: SHADE TREE COMMUNITIES, LLC

SHEET
V.006

13066PP

TAG	SPECIES	DBH	NOTES	STATUS	TAG	SPECIES	DBH	NOTES	STATUS	TAG	SPECIES	DBH	NOTES	STATUS	TAG	SPECIES	DBH	NOTES	STATUS	TAG	SPECIES	DBH	NOTES	STATUS
501	Bur Oak	2		Remove	669	Red Oak	4		Remove	744	Bur Oak	1		Off Site/Trail	845	Scots Pine	13		Saved	945	Red Oak	6		Saved
502	Red Oak	16		Saved	670	Red Oak	2		Remove	745	Red Oak	16		Off Site/Trail	846	Box Elder	9		Saved	946	Bur Oak	5		Saved
503	Red Oak	8		Saved	671	Red Oak	2		Remove	746	Red Oak	10		Saved	847	Quaking Aspen	12		Saved	947	Bur Oak	12		Saved
504	Red Cedar	5		Saved	672	Red Oak	4		Remove	747	Red Oak	12		Saved	848	Quaking Aspen	8		Saved	948	Bur Oak	18		Saved
505	Red Oak	10		Saved	673	Red Oak	2		Remove	748	Red Oak	8		Saved	849	Quaking Aspen	8		Saved	949	Red Cedar	5		Trail
506	Red Oak	7		Saved	674	Red Oak	2		Remove	749	Red Oak	10		Off Site/Trail	850	Quaking Aspen	12		Saved	950	Red Cedar	4		Saved
507	Red Oak	12		Saved	675	Bur Oak	5		Remove	750	Red Oak	5		Off Site/Trail	851	Quaking Aspen	12		Saved	951	Bur Oak	14		Saved
508	Red Oak	14		Saved	676	Quaking Aspen	7		Saved	751	Red Oak	16		Saved	852	Box Elder	8		Saved	952	Bur Oak	14		Saved
509	Red Oak	12		Saved	676	Scots Pine	12		Street	752	Red Cedar	5		Off Site/Trail	853	Quaking Aspen	13		Saved	953	Bur Oak	6		Saved
510	Red Oak	13		Saved	677	Quaking Aspen	12		Pond	753	Red Oak	15	Poor Condition	Trail	854	Quaking Aspen	8		Saved	954	Bur Oak	14		Saved
511	Quaking Aspen	8		Saved	677	Red Cedar	6		Saved	754	Red Oak	10		Saved	855	White Spruce	12		Saved	955	Bur Oak	5		Saved
512	Quaking Aspen	10		Saved	678	Quaking Aspen	28		Saved	755	Bur Oak	2		Saved	856	Bur Oak	5		Saved	956	Bur Oak	2		Saved
513	Bur Oak	16		Saved	678	Quaking Aspen	13	Very Poor Condition	Pond	756	Bur Oak	4		Saved	857	Bur Oak	12		Saved	957	Bur Oak	2		Saved
514	Red Oak	3		Saved	679	Red Oak	2		Saved	757	Bur Oak	3		Saved	858	Red Oak	10		Saved	958	Bur Oak	11		Saved
515	Red Oak	11		Saved	679	Quaking Aspen	14		Pond	758	Red Oak	2		Saved	859	Bur Oak	6		Saved	959	Bur Oak	2		Saved
516	Bur Oak	10		Remove	680	Red Oak	6		Saved	759	Red Oak	12		Saved	860	Bur Oak	3		Saved	960	Bur Oak	6		Saved
517	Red Oak	16		Trail	680	Quaking Aspen	12	Poor Condition	Pond	760	Red Oak	12		Saved	861	Red Oak	21		Saved	961	Bur Oak	10		Saved
518	Bur Oak	5		Remove	681	Red Oak	3		Pond	761	Red Oak	11		Saved	862	Scots Pine	7		Saved	962	Box Elder	8		Saved
519	Bur Oak	9		Trail	681	Siberian Elm	9		Off Site	762	Box Elder	12	Poor Condition	Off Site/Trail	863	White Spruce	5		Saved	963	Bur Oak	2		Saved
520	Bur Oak	5		Trail	682	Red Oak	3		Pond	763	Red Oak	3		Off Site/Trail	864	White Spruce	5	Very Poor Condition	Saved	964	Bur Oak	12		Saved
521	Bur Oak	5		Trail	682	Quaking Aspen	8		Saved	764	Box Elder	11	Poor Condition	Off Site/Trail	865	Bur Oak	3		Saved	965	Bur Oak	5		Saved
522	Bur Oak	5		Trail	683	Red Oak	2		Pond	765	Red Oak	18		Off Site/Trail	866	Bur Oak	3		Saved	966	Bur Oak	12		Saved
523	Bur Oak	11		Trail	683	Quaking Aspen	10		Saved	766	Green Ash	8	Very Poor Condition	Saved	867	White Oak	12		Saved	967	Bur Oak	8		Saved
524	Bur Oak	10		Remove	684	Red Oak	1		Pond	767	Green Ash	8	Very Poor Condition	Saved	868	Bur Oak	1		Saved	968	Bur Oak	14		Saved
525	Bur Oak	12		Trail	684	White Spruce	4		Saved	768	Bur Oak	16		Saved	869	Quaking Aspen	14		Saved	969	Bur Oak	2		Saved
526	Bur Oak	2		Trail	685	Red Oak	2		Off Site	769	Bur Oak	12		Saved	870	Quaking Aspen	13		Saved	970	Bur Oak	5		Saved
527	Bur Oak	5		Remove	685	Red Oak	7		Saved	770	Bur Oak	7		Saved	871	Box Elder	8		Saved	971	Bur Oak	2		Saved
528	Bur Oak	2		Trail	686	Red Oak	1		Off Site	771	Bur Oak	9		Saved	872	Quaking Aspen	14		Saved	972	Bur Oak	11		Saved
529	Bur Oak	11		Trail	686	Red Oak	3		Saved	772	Red Oak	8		Saved	873	Quaking Aspen	16		Pond	973	Red Oak	14		Saved
531	Bur Oak	1		Trail	687	Red Oak	3		Off Site	773	Red Oak	17		Saved	874	Bur Oak	2		Pond	974	Red Oak	12		Saved
531	Bur Oak	1		Trail	687	Red Oak	6		Saved	774	Red Oak	11	Very Poor Condition	Saved	875	Red Oak	6		Pond	975	Bur Oak	11		Saved
532	Bur Oak	14		Pond	688	Red Cedar	4		Off Site	775	Box Elder	16		Saved	876	Box Elder	10		Pond	976	Bur Oak	9		Saved
601	Bur Oak	4		Trail	688	Bur Oak	8		Saved	776	Red Oak	6		Saved	877	Box Elder	8		Pond	977	Red Oak	11		Saved
602	Bur Oak	9		Trail	689	Red Oak	1		Off Site	777	Red Oak	6		Saved	878	Red Oak	6		Saved	978	Bur Oak	2		Saved
603	Bur Oak	9		Remove	689	Bur Oak	13		Saved	778	Red Oak	10		Saved	879	Red Oak	24		Saved	979	Bur Oak	15		Saved
604	Bur Oak	5		Remove	690	Red Oak	5		Off Site	779	Red Oak	11		Saved	880	Quaking Aspen	8		Saved	980	Bur Oak	4		Saved
605	Bur Oak	7		Pond	690	Bur Oak	7		Saved	780	Red Oak	11		Saved	881	Red Oak	9		Saved	981	Red Oak	13		Saved
607	Bur Oak	6		Pond	691	Red Oak	3		Off Site	781	Bur Oak	2		Saved	882	Red Oak	12		Saved	982	Bur Oak	11		Saved
607	Bur Oak	12		Pond	691	Bur Oak	1		Saved	782	Red Oak	13		Saved	883	Red Oak	8		Saved	983	Bur Oak	2		Saved
608	Red Oak	6		Trail	692	Red Oak	7		Off Site	783	Bur Oak	13		Saved	884	Red Oak	7		Saved	984	Bur Oak	12		Saved
609	Bur Oak	7		Trail	692	Bur Oak	1		Saved	784	Red Oak	14		Saved	885	Red Oak	11		Saved	985	Bur Oak	12		Saved
610	Bur Oak	8		Pond	693	Cottonwood	25		Off Site	785	Red Oak	14		Saved	886	Red Oak	10		Saved	986	Bur Oak	16		Saved
611	Red Oak	10		Remove	693	Bur Oak	15		Saved	786	Bur Oak	3		Off Site/Trail	887	Quaking Aspen	9		Saved	987	Bur Oak	5		Saved
612	Red Oak	11		Remove	694	Red Oak	5		Off Site	787	Red Oak	10	Poor Condition	Off Site/Trail	888	Quaking Aspen	11		Saved	988	Bur Oak	0		Saved
613	Red Oak	5		Pond	694	Bur Oak	14		Saved	788	Bur Oak	12		Saved	889	Green Ash	8		Saved	989	Siberian Elm	10		Off Site/Trail
614	Red Oak	9		Pond	695	Red Oak	4		Off Site	789	Bur Oak	13		Saved	890	Red Oak	5		Saved	990	Box Elder	9	Very Poor Condition	Saved
615	Red Oak	4		Remove	695	Bur Oak	9		Saved	790	Red Oak	14		Saved	891	Red Oak	9		Saved	991	Bur Oak	15		Saved
616	Quaking Aspen	12		Pond	696	Red Oak	2		Off Site	791	Bur Oak	2		Saved	892	Red Oak	8		Saved	992	Bur Oak	3		Saved
617	Red Oak	12		Pond	696	Bur Oak	8		Saved	792	Bur Oak	5		Saved	893	Box Elder	8		Off Site	993	Bur Oak	4		Saved
618	White Spruce	8		Remove	697	Red Oak	6		Off Site	793	Bur Oak	5		Saved	894	Box Elder	8		Off Site	994	Bur Oak	4		Saved
619	Scots Pine	13		Trail	697	Black Cherry	9	Very Poor Condition	Saved	794	Bur Oak	4		Saved	895	White Oak	13		Off Site	995	Bur Oak	2		Saved
620	Scots Pine	13		Trail	698	Red Oak	4		Off Site	795	Red Oak	18		Saved	896	Black Cherry	8		Saved	996	Bur Oak	3		Saved
621	Scots Pine	9		Trail	698	Bur Oak	6		Saved	796	Bur Oak	10		Saved	897	Bur Oak	13		Saved	997	Bur Oak	4		Saved
622	Scots Pine	10		Remove	699	Red Oak	2		Off Site	797	Bur Oak	13		Saved	898	Bur Oak	7		Saved	998	Bur Oak	4		Saved
623	White Spruce	9		Remove	699	Bur Oak	2		Saved	798	Red Oak	15		Saved	899	Bur Oak	5		Saved	999	Siberian Elm	15		Saved
624	Scots Pine	9		Trail	700	Red Oak	4		Off Site	799	Bur Oak	11		Saved	900	Box Elder	20		Saved	1000	Bur Oak	5		Saved
625	Scots Pine	10		Trail	700	Bur Oak	14		Saved	800	Red Oak	5		Saved	901	Red Oak	18		Saved					
626	Scots Pine	6		Trail	701	Bur Oak	13		Saved	801	Red Oak	11		Off Site	902	Bur Oak	5		Saved					
627	Scots Pine	10		Trail	702	Green Ash	13		Saved	802	Red Oak	2		Off Site	903	Bur Oak	7		Saved					
628	Scots Pine	8		Trail	703	Bur Oak	5		Saved	803	Red Oak	2		Off Site	904	Bur Oak	2		Saved					
629	Scots Pine	12		Trail	704	Bur Oak	7		Saved	804	American Elm	8		Off Site	905	Red Oak	5		Saved					
630	Scots Pine	11		Trail	705	Siberian Elm	8		Saved	805	Red Oak	6		Off Site	906	Hackberry	8		Saved					
631	Scots Pine	10		Trail	706	Bur Oak	7		Saved	806	Red Oak	2		Off Site	907	Red Oak	18	Very Poor Condition	Saved					
633	Scots Pine	11		Trail	707	Box Elder	8		Saved	807	Red Oak	4		Off Site	908	Red Oak	7		Saved					
634	Scots Pine	10		Remove	708	Siberian Elm	13		Saved	808	Red Oak	4		Off Site	909	Bur Oak	13		Saved					
635	Scots Pine	9		Remove	709	Box Elder	13		Saved	809	Red Oak	2		Off Site	910	Bur Oak	4		Saved					
636	Scots Pine	13		Remove	710	Box Elder	12		Off Site/Trail	810	Red Oak	5		Off Site	911	Bur Oak	18		Saved					
637	White Spruce	15	Poor Condition	Remove	711	Box Elder	10		Saved	812	Red Oak	1		Off Site	912	Red Oak	16		Saved					
638	Scots Pine	15		Remove	712	Box Elder	11		Saved	813	Red Oak	3		Off Site	913	Mulberry	8		Saved					
639	White Spruce	16	Very Poor Condition	Remove	713	Box Elder	15		Saved	814	Red Oak	2		Off Site	914	Red Oak	18		Saved					
640	Scots Pine	15		Remove	714	Siberian Elm	31		Saved	815	Red Oak	8		Off Site	915	Red Oak	30		Saved					
641	White Spruce	10		Saved	715	Box Elder	22		Saved	816	Red Oak	3		Off Site	916	Red Oak	4		Saved					
642	White Spruce	14		Saved	716	Box Elder	12		Off Site/Trail	817	Red Oak	2		Saved	917	Bur Oak	12		Saved					
643	White Spruce	12		Saved	717	Box Elder	21		Saved	818	Red Oak	8		Saved	918	Red Oak	18		Saved					
644	Bur Oak	1		Remove	718	Box Elder	15		Saved	819	Red Oak	12		Saved	919	White Oak	18		Saved					
645	Red Oak	7		Remove	719	Box Elder	10		Saved	820	Red Oak	5		Saved	920	Red Oak	2		Remove					
646	Red Oak	4		Saved	720	Box Elder	9		Saved	821	Scots Pine	13		Saved	921	Red Oak	1		Remove					
647	Red Oak	4		Saved	721	Box Elder	16		Saved	822	Box Elder	8		Off Site	922	Bur Oak	1		Remove					
648	Red Cedar	5		Saved	722	Box Elder	13		Saved	823	Basswood	20	Poor Condition	Off Site	923	Box Elder	10		Remove					
649	Red Cedar	5		Saved	723	Box Elder	8		Saved	824	Box Elder	14		Off Site	924	Red Oak	1		Remove					
650	Red Cedar	5		Saved	724	Box Elder	11	Poor Condition	Saved	825	Box Elder	8		Saved	925	Bur Oak	1		Remove					
651	Red Cedar	5		Saved	725	Red Oak	6	Very Poor Condition	Saved	826	Quaking Aspen	8		Off Site	926	Red Oak	1		Remove					
652	Red Cedar	5		Saved	726	Box Elder	16		Saved	827	Red Oak	7		Off Site	927	Bur Oak	2		Remove					
653	Siberian Elm	8		Saved	727	Red Oak	14		Saved	828	Red Oak	7		Saved	928	Bur Oak	1		Remove					
654	Red Cedar	5		Saved	728	Green Ash	10		Saved	829	Quaking Aspen	8		Saved	929	Bur Oak	1		Remove					
655	Scots Pine	5		Saved	729	Bur Oak	4		Saved	830	Red Oak	5		Saved	930	Bur Oak	1		Remove					
656	Red Oak	3		Remove	730	Bur Oak	2		Saved	831	Scots Pine	5	Poor Condition	Saved	931	Red Oak	10		Remove					
657	Red Oak	3		Remove	731	Box Elder	8		Saved	832	Quaking Aspen	9		Saved	932	Bur Oak	6		Remove					
658	Red Oak	3		Remove	732	Red Oak	13		Saved	833	Red Oak	3		Saved	933	Red Oak	8		Remove					
659	Red Oak	4		Remove	733	Red Oak	14		Off Site/Trail	835	Red Oak	2		Pond	934	Red Oak	7		Remove					
660	Red Oak	3		Remove	734	Bur Oak	7		Saved	836	Red Oak	36	Poor Condition	Pond	935	Red Oak	3		Remove					
661	Red Oak	2		Remove	735	Quaking Aspen	8		Saved	836	Bur Oak	2		Pond	936	Red Oak	5		Remove					
662	Red Oak	5		Remove	736	Red Oak	8		Saved	837	Red Oak	1		Pond	937	Bur Oak	10		Saved					
663	Red Oak	2		Remove	737	Red Oak	11		Saved	838	Quaking Aspen	9		Saved	938	Bur Oak	10		Saved					
664	Red Oak	3		Remove	738	Red Oak	16		Saved	839	Quaking Aspen	8		Pond	939	Red Oak	21		Saved					
665	Red Oak	3		Remove	739	Red Oak	14		Saved	840	Scots Pine	5		Pond	940	Bur Oak	11		Saved					
666	Red Oak	4		Remove	740	Red Oak	15		Trail	841	Bur Oak	4		Pond	941	Bur Oak	13		Saved					
667	Red Oak	3		Remove	741	Red Oak	11		Trail	842	Quaking Aspen	12		Pond	942	Bur Oak	12		Saved					
668	Red Oak	2		Remove	742	Box Elder	8		Off Site/Trail	843	Quaking Aspen	10		Saved	943	Bur Oak	12		Saved					
					743	Red Oak	14		Off Site/Trail	844	Red Cedar	4		Pond	944	Bur Oak	7		Saved					

OWNER AND SUBDIVIDER

SHADE TREE COMMUNITIES, LLC.
1696 229TH LANE
EAST BETHEL, MN 55005
(612) 812-9656

CIVIL ENGINEER

PLOWE ENGINEERING, INC.
6776 LAKE DRIVE N.E. SUITE 110
LINO LAKES, MN 55014
PHONE: (651) 361-8210

SURVEYOR

E.G. RUD & SONS, INC.
6776 LAKE DRIVE N.E. SUITE 110
LINO LAKES, MN 55014
PHONE: (651) 361-8210

NOTES

- Bearings shown are on the Anoka County Coordinate System.
- Contours and topography shown are a combination of plans prepared by MIDWEST Land Surveyors and Civil Engineers, Inc. 4-25-05 and field work completed by E.G. Rud & Sons, Inc, on July 31st, 2018 .
- Wetlands were field located by E.G. Rud & Sons, Inc. on 11-07-17 and additional wetlands located on July 31st, 2018..
- Wetland Delineation done by Jacobson Environmental, PLLC in November of 2017. Additional wetlands were delineated in July of 2018.
- Refer to Preliminary Plat for boundary information, lot dimensions and lot areas.

TREE PRESERVATION NOTES

- TOTAL ON-SITE SIGNIFICANT TREE CALIPER INCHES - 3,464 DBH
- TOTAL SIGNIFICANT TREE CALIPER INCHES OUTSIDE PROPOSED PONDS, STREETS, AND TRAILS - 2,917 DBH
- SIGNIFICANT TREE CALIPER INCHES REMOVED FOR PONDS, STREETS, AND TRAILS ON SITE - 547 DBH
- SIGNIFICANT TREE CALIPER INCHES REMOVED FOR HOUSE PADS AND YARDS - 321 DBH
- SIGNIFICANT TREE CALIPER INCHES REMAINING 2,596 DBH
- PERCENTAGE OF TOTAL CALIPER INCHES REMOVED FOR HOUSE PADS AND YARDS - 9.3%
- PERCENTAGE OF SIGNIFICANT TREES REMOVED OUTSIDE OF POND, STREET AND WALK AREAS 11.0%
- TOTAL SIGNIFICANT TREE CALIPER INCHES REMOVED FOR OFF SITE TRAIL (C.S.A.H. NO. 5) - 164 DBH

TREE PROTECTION NOTES

- TREE PROTECTION LIMITS TO BE MARKED IN FIELD AND APPROVED BY THE CITY PRIOR TO INSTALLATION OF TREE PROTECTION / SILT FENCE OR TREE CLEARING ACTIVITY.
- SILT / TREE PROTECTION FENCE TO BE INSTALLED AT CONSTRUCTION LIMIT LINE.
- CARE IS TO BE TAKEN TO AVOID CONSTRUCTION ACTIVITY OR CONSTRUCTION VEHICLE TRAFFIC WITHIN THE DRIP LINE OF TREES IN THE TREE PROTECTION ZONE.
- FIELD DECISIONS WILL BE MADE ON LOCATION OF TREE PROTECTION LIMITS TO PRESERVE SIGNIFICANT TREES.
- GRUBBING OF STUMPS WILL OCCUR AFTER EROSION CONTROL MEASURES ARE INSTALLED.
- REFER TO OAK WILT MANAGEMENT PLAN DATED APRIL 7, 2017 FOR ADDITIONAL TREE PROTECTION MEASURES.

TREE INVENTORY BY JACOBSON ENVIRONMENTAL, PLLC IN JULY OF 2018

WAYNE JACOBSON
MINNESOTA DNR TREE INSPECTOR
LICENSE NO. 20104270

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

DRAWN BY: JEN | JOB NO: 13066PP | DATE: 09-06-18
CHECK BY: JEN | SCANNED ☐

NO.	DATE	DESCRIPTION	BY
1			
2			
3			
4			
5			

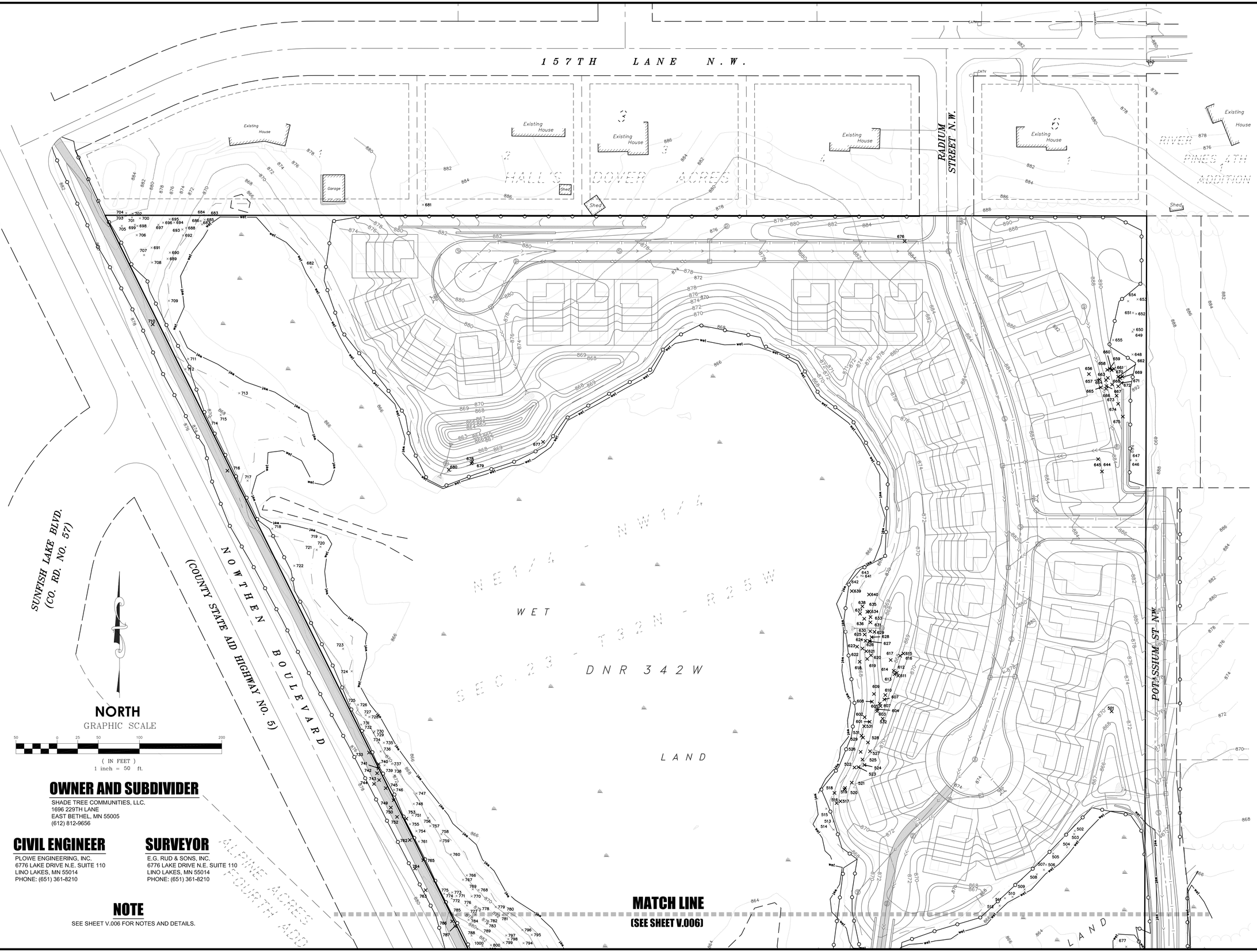
I hereby certify that this survey, plan or report was prepared by me or under my direct supervision and that I am a duly Registered Land Surveyor under the laws of the State of Minnesota.

JAMES E. NAPIER
Date: 09-06-18 License No. 25343

SHADE TREE COTTAGES
CITY OF RAMSEY, MN
PRELIMINARY TREE INVENTORY AND TREE PROTECTION PLAN
PREPARED FOR: SHADE TREE COMMUNITIES, LLC

SHEET
V.007

13066PP



OWNER AND SUBDIVIDER

SHADE TREE COMMUNITIES, LLC.
1696 229TH LANE
EAST BETHEL, MN 55005
(612) 812-9656

CIVIL ENGINEER

PLOWE ENGINEERING, INC.
6776 LAKE DRIVE N.E. SUITE 110
LINO LAKES, MN 55014
PHONE: (651) 361-8210

SURVEYOR

E.G. RUD & SONS, INC.
6776 LAKE DRIVE N.E. SUITE 110
LINO LAKES, MN 55014
PHONE: (651) 361-8210

NOTE

SEE SHEET V.006 FOR NOTES AND DETAILS.

TREE INVENTORY BY JACOBSON ENVIRONMENTAL, PLLC IN JULY OF 2018

WAYNE JACOBSON
MINNESOTA DNR TREE INSPECTOR
LICENSE NO. 20104270

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

DRAWN BY: JEN | JOB NO: 13066PP | DATE: 09-06-18
CHECK BY: JEN | SCANNED ☐

NO.	DATE	DESCRIPTION	BY
1			JEN
2			
3			
4			
5			

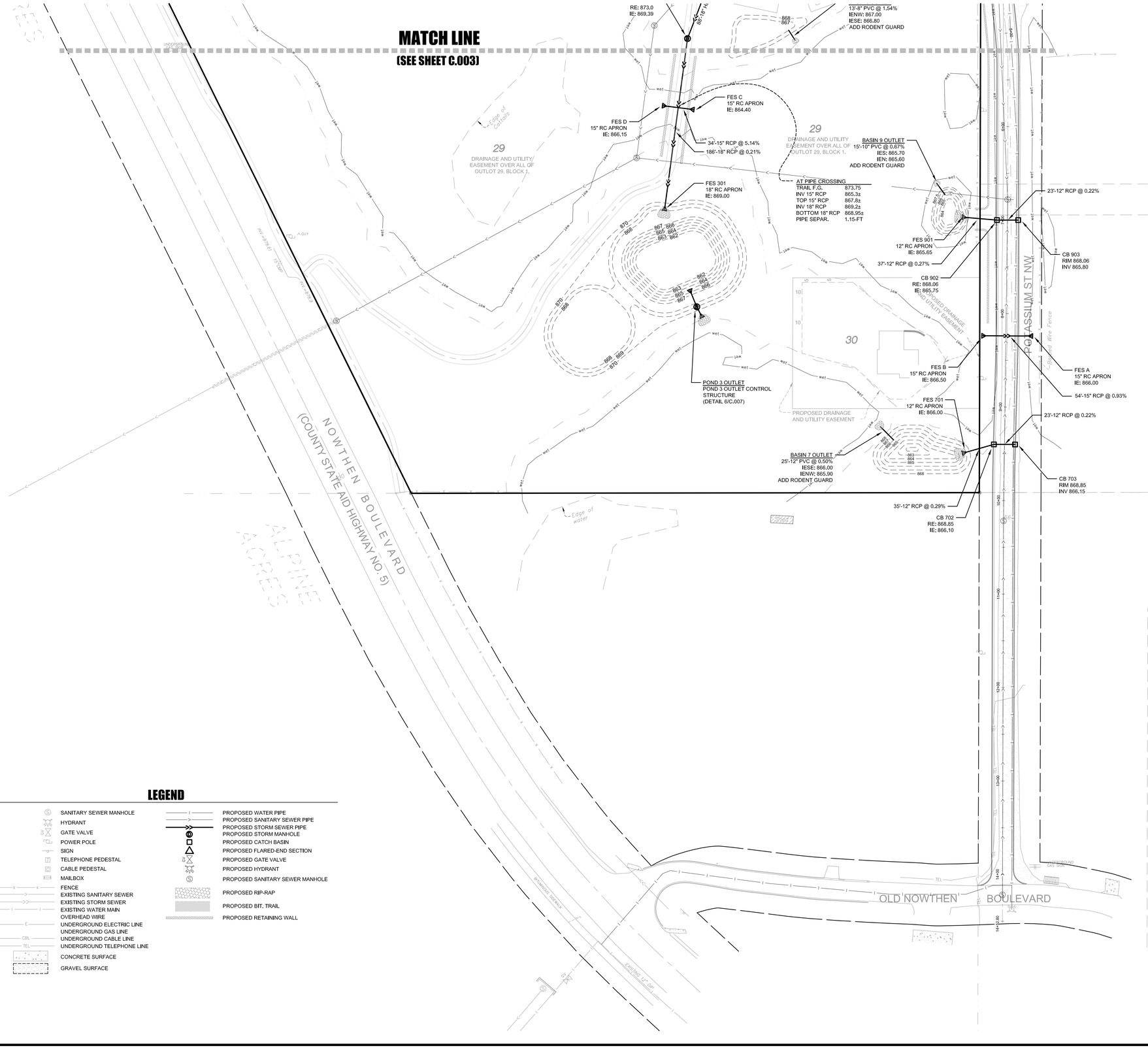
I hereby certify that this survey, plan or report was prepared by me or under my direct supervision and that I am a duly Registered Land Surveyor under the laws of the State of Minnesota.

JAMES E. NAPIER
Date: 09-06-18 License No. 25343

SHADE TREE COTTAGES
CITY OF RAMSEY, MN
PRELIMINARY TREE INVENTORY AND TREE PROTECTION PLAN
PREPARED FOR: SHADE TREE COMMUNITIES, LLC

SHEET
V.005

13066PP



LEGEND

- SANITARY SEWER MANHOLE
- HYDRANT
- GATE VALVE
- POWER POLE
- SIGN
- TELEPHONE PEDESTAL
- CABLE PEDESTAL
- MAILBOX
- FENCE
- EXISTING SANITARY SEWER
- EXISTING STORM SEWER
- EXISTING WATER MAIN
- OVERHEAD WIRE
- UNDERGROUND ELECTRIC LINE
- UNDERGROUND GAS LINE
- UNDERGROUND CABLE LINE
- UNDERGROUND TELEPHONE LINE
- CONCRETE SURFACE
- GRAVEL SURFACE
- PROPOSED WATER PIPE
- PROPOSED SANITARY SEWER PIPE
- PROPOSED STORM SEWER PIPE
- PROPOSED STORM MANHOLE
- PROPOSED CATCH BASIN
- PROPOSED FLARED-END SECTION
- PROPOSED GATE VALVE
- PROPOSED HYDRANT
- PROPOSED SANITARY SEWER MANHOLE
- PROPOSED RIP-RAP
- PROPOSED BIT. TRAIL
- PROPOSED RETAINING WALL

NORTH

GRAPHIC SCALE
50 0 25 50 100 200
(IN FEET)
1 INCH = 50 FT

SITE PLANNING & ENGINEERING
PLOWE
ENGINEERING, INC.
6776 LAKE DRIVE
SUITE 110
LINO LAKES, MN 55014
PHONE: (651) 361-8210
FAX: (651) 361-8701

NO.	DATE	DESCRIPTION
1		
2		
3		
4		
5		
6		

DRAWN BY: AG | CHECK BY: AG | JOB NO: 18-1794 | DATE: 09-06-18

I HEREBY CERTIFY THAT THIS PLAN 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.

PRELIMINARY

ADAM GINKEL
Date: 09.06.2018 License No. 43963

SHADE TREE COTTAGES
CITY OF RAMSEY, MN

UTILITY PLAN - STORM SEWER

PREPARED FOR: SHADE TREE COMMUNITIES, LLC

SHEET
C.004

18-1794

157TH LANE N.W.

RADIUM STREET N.W.

POTASSIUM ST NW

SUNFISH LAKE BLVD. (CO. RD. NO. 57)

NOWTHEN BOULEVARD (COUNTY STATE AID HIGHWAY NO. 5)

HALL'S DOVER ACRES

RIVER PINES 4TH ADDITION

SAN MH #15
RE: 880.25
IEE: 867.40

195'-8" PVC SDR 35 @ 0.40%

8" DIP W.M.

SAN MH #14
RE: 878.65
IEW: 866.62
IEE: 866.52

8" x 6" REDUCER
6" DIP
6" G.V. & HYD.

400'-8" PVC SDR 35 @ 0.40%

8" SAN. STUB - CAP
IE: 863.40

43'-8" PVC SDR 26
@ 0.40%

8" DIP W.M. STUB - PLUG

8" x 6" TEE
6" DIP
6" G.V. & HYD.

8" x 6" TEE

SAN MH #13
RE: 884.95
IEW: 864.92
IEN: 863.23
IES: 863.13

214'-8" PVC SDR 26 @ 0.40%

8" DIP W.M.

SAN MH #12
RE: 883.45
IEN: 862.27
IES: 862.17

132'-8" PVC SDR 26 @ 0.40%

8" SAN. STUB - CAP
IE: 852.40

8" DIP W.M. STUB - PLUG

48'-8" PVC SDR 26
@ 0.40%

8" x 6" TEE
6" DIP
6" G.V. & HYD.

8" DIP W.M.

SAN MH #11
DROP MH
RE: 882.45
IEN: 864.64
IES: 864.54

8" x 6" TEE

8" x 8" TEE

SAN MH #5
RE: 886.95
IEN: 852.21
IES: 852.11

8" DIP W.M.

136'-8" PVC SDR26 @ 0.40%

8" DIP W.M.

SAN MH #10
RE: 879.05
IEN: 864.00
IES: 863.90

346'-8" PVC SDR26 @ 0.40%

153'-8" PVC SDR26 @ 0.40%

SAN MH #9
RE: 877.70
IEN: 863.29
IESW: 863.19

8" x 6" REDUCER
6" DIP
6" G.V. & HYD.

215'-8" PVC SDR 35 @ 1.02%

SAN MH #8
RE: 868.00
IENE: 861.00
IES: 860.90

SAN MH #4
RE: 870.65
IEN: 850.73
IES: 850.63

8" DIP W.M.

262'-8" PVC SDR26 @ 0.40%

143'-8" PVC SDR35 @ 0.40%

DRAINAGE AND UTILITY EASEMENT OVER ALL OF OUTLOT 7, BLOCK 2.

BLOCK 2

BLOCK 1

29

DRAINAGE AND UTILITY EASEMENT OVER ALL OF OUTLOT 29, BLOCK 1.

WET

DNR 342W

LAND

Edge of Water

INV.=865.15

INV.=865.63

Existing House

Garage

Shed

GUY

UNDERGROUND GAS LINE

MATCH LINE
(SEE SHEET C.004)

NORTH

GRAPHIC SCALE
50 0 25 50 100 200
(IN FEET)
1 INCH = 50 FT

SITE PLANNING
& ENGINEERING

PLOWE
ENGINEERING, INC.
6776 LAKE DRIVE
SUITE 110
LINO LAKES, MN 55014

PHONE: (651) 361-8210
FAX: (651) 361-8701

NO.	DATE	DESCRIPTION
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DRAWN BY: AG | CHECK BY: AG | JOB NO: 18-1794 | DATE: 09-06-18

I HEREBY CERTIFY THAT THIS PLAN 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.

PRELIMINARY

ADAM GINKEL
Date: 09.06.2018 License No. 43963

SHADE TREE COTTAGES
CITY OF RAMSEY, MN

UTILITY PLAN - SANITARY & WATER

PREPARED FOR: SHADE TREE COMMUNITIES, LLC

SHEET
C.005

18-1794

MATCH LINE
(SEE SHEET C.005)

143'-8" PVC SDR35 @ 0.40%

SAN MH #2
DROP MH
RE: 868.00
IEN: 860.33
IEE: 845.10
IESW: 845.00

400'-18" PVC (DR18) @ 0.12%

300'-18" PVC (DR18) @ 0.12%

REMOVE EXISTING 18" PVC PLUG &
CONNECT TO EXISTING 18" PVC
EX. 18" PVC INVERT 844.45
(FIELD VER. LOCATION AND INVERT)

SAN MH #1
RE: 885.25
IENE: 844.56
IEW: 844.46

8" DIP W.M.

SAN MH #3
DROP MH
RE: 868.55
IEN: 849.50
IES: 858.87
IEE: 845.68
IEW: 845.58

SAN MH #6
RE: 870.35
IEN: 860.25
IES: 860.35

8" DIP W.M.

8" DIP W.M.

8" X 8" TEE

8" x 6" REDUCER
6" DIP
6" G.V., & HYD.

SAN MH #7
RE: 877.55
IEN: 867.55

JACK BORE 90-FT 20" STEEL CASTING PIPE
FILL ANNUAL SPACE W/ SAND

CONNECT TO EXISTING
12" DIP W.M. W/ 12" x 8"
TAPPING VALVE AND SLEEVE

29
DRAINAGE AND UTILITY EASEMENT OVER ALL OF OUTLOT 29, BLOCK 1.

30

PROPOSED DRAINAGE AND UTILITY EASEMENT

NOWTHEN BOULEVARD
(COUNTY STATE AID HIGHWAY NO. 5)

POTASSIUM ST NW

OLD NOWTHEN BOULEVARD

Edge of Cattails

Edge of water

Barbed Wire Fence

ESTIMATED LOCATION OF 30" CASING PIPE

APPROXIMATE LOCATION OF EX. 18" PVC SEWER PER PLANS

150 LF ±

400 LF ±

EXISTING MANHOLE
RIM=874.97
INV=(-31.05)=843.92
(12/19/06)
RIM ELEV. RE-VERIFIED
(7-31-18)

EXISTING 12" DIP

Rim=881.42

LEGEND

- SANITARY SEWER MANHOLE
- HYDRANT
- GATE VALVE
- POWER POLE
- SIGN
- TELEPHONE PEDESTAL
- CABLE PEDESTAL
- MAILBOX
- FENCE
- EXISTING SANITARY SEWER
- EXISTING STORM SEWER
- EXISTING WATER MAIN
- OVERHEAD WIRE
- UNDERGROUND ELECTRIC LINE
- UNDERGROUND GAS LINE
- UNDERGROUND CABLE LINE
- UNDERGROUND TELEPHONE LINE
- CONCRETE SURFACE
- GRAVEL SURFACE
- PROPOSED WATER PIPE
- PROPOSED SANITARY SEWER PIPE
- PROPOSED STORM SEWER PIPE
- PROPOSED STORM MANHOLE
- PROPOSED CATCH BASIN
- PROPOSED FLARED-END SECTION
- PROPOSED GATE VALVE
- PROPOSED HYDRANT
- PROPOSED SANITARY SEWER MANHOLE
- PROPOSED BIT. TRAIL
- PROPOSED RETAINING WALL

NORTH

GRAPHIC SCALE
50 0 25 50 100 200
(IN FEET)
1 INCH = 50 FT

SITE PLANNING
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SHADE TREE COTTAGES
CITY OF RAMSEY, MN

UTILITY PLAN - SANITARY & WATER

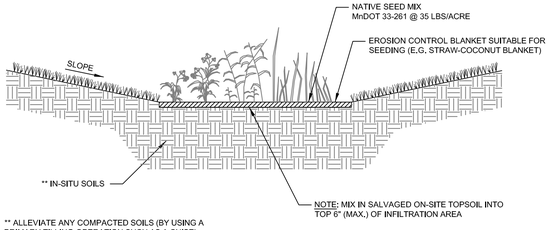
PREPARED FOR: SHADE TREE COMMUNITIES, LLC

SHEET
C.006

18-1794

INFILTRATION AREAS NOTES:

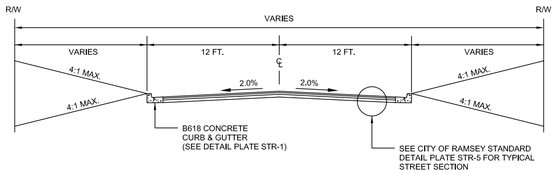
1. CONTRACTOR TO FIELD CHECK FOR CLAY OR POOR INFILTRATION SOILS DURING CONSTRUCTION
   1.1. IF CLAY OR POOR INFILTRATION SOILS ARE PRESENT, CONTRACTOR SHALL REMOVE SAID SOILS IN SUCH A MANNER AS TO MINIMIZE CONSTRUCTION VEHICLE TRAFFIC OVER INFILTRATION AREA
2. USE LOW-IMPACT, EARTH MOVING EQUIPMENT (WIDE TRACK OR MARSH TRACK EQUIPMENT, OR LIGHT-EQUIPMENT WITH TURF-TYPE TIRES)
3. NO MINING OF SANDY SOILS ALLOWED IN INFILTRATION AREAS
4. PROTECT INFILTRATION AREAS FROM RUN-OFF DURING ALL CONSTRUCTION ACTIVITIES
5. EXCAVATE INFILTRATION AREAS TO FINAL GRADE ONLY UPON STABILIZATION OF CONTRIBUTING DRAINAGE AREAS



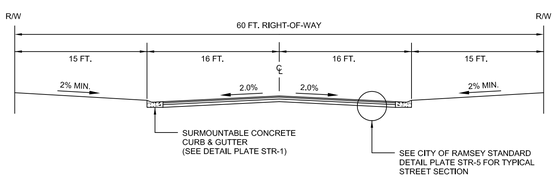
** ALLEVIATE ANY COMPACTED SOILS (BY USING A PRIMARY TILLING OPERATION SUCH AS A CHISEL PLOW, RIPPER OR SUBSOILER) TO A MIN. DEPTH OF 8"

CONTACT CITY OF RAMSEY ENGINEERING DEPARTMENT A MINIMUM OF FORTY-EIGHT (48) HOURS PRIOR TO CONSTRUCTION OF INFILTRATION BASIN OR IF SOILS REMOVAL IS NEEDED (SEE NOTE #1 ABOVE)

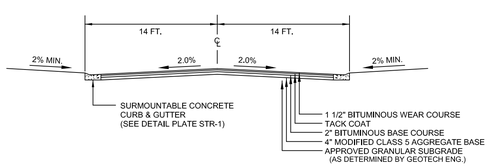
1 C.007 **INFILTRATION BASIN**
N.T.S.



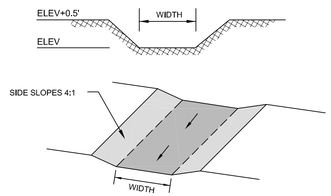
2 C.007 **TYPICAL STREET SECTION**
PUBLIC ROAD — POTASSIUM STREET NW
N.T.S.



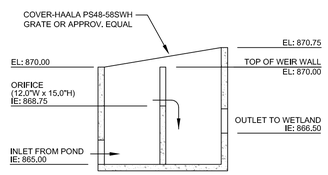
3 C.007 **TYPICAL STREET SECTION**
PUBLIC ROAD — PUBLIC STREET (NO NAME) RADIUM STREET NW
N.T.S.



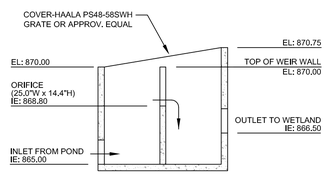
4 C.007 **TYPICAL STREET SECTION**
PRIVATE ROAD — 157TH AVENUE NW
N.T.S.



5 C.007 **SODDED OVERFLOW**
N.T.S.



6 C.007 **POND 3 OUTLET STRUCTURE**
N.T.S.



7 C.007 **POND 1 OUTLET STRUCTURE**
N.T.S.

SITE PLANNING & ENGINEERING

PLOWE ENGINEERING, INC.

6776 LAKE DRIVE
SUITE 110
LINO LAKES, MN 55014

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FAX: (651) 361-8701

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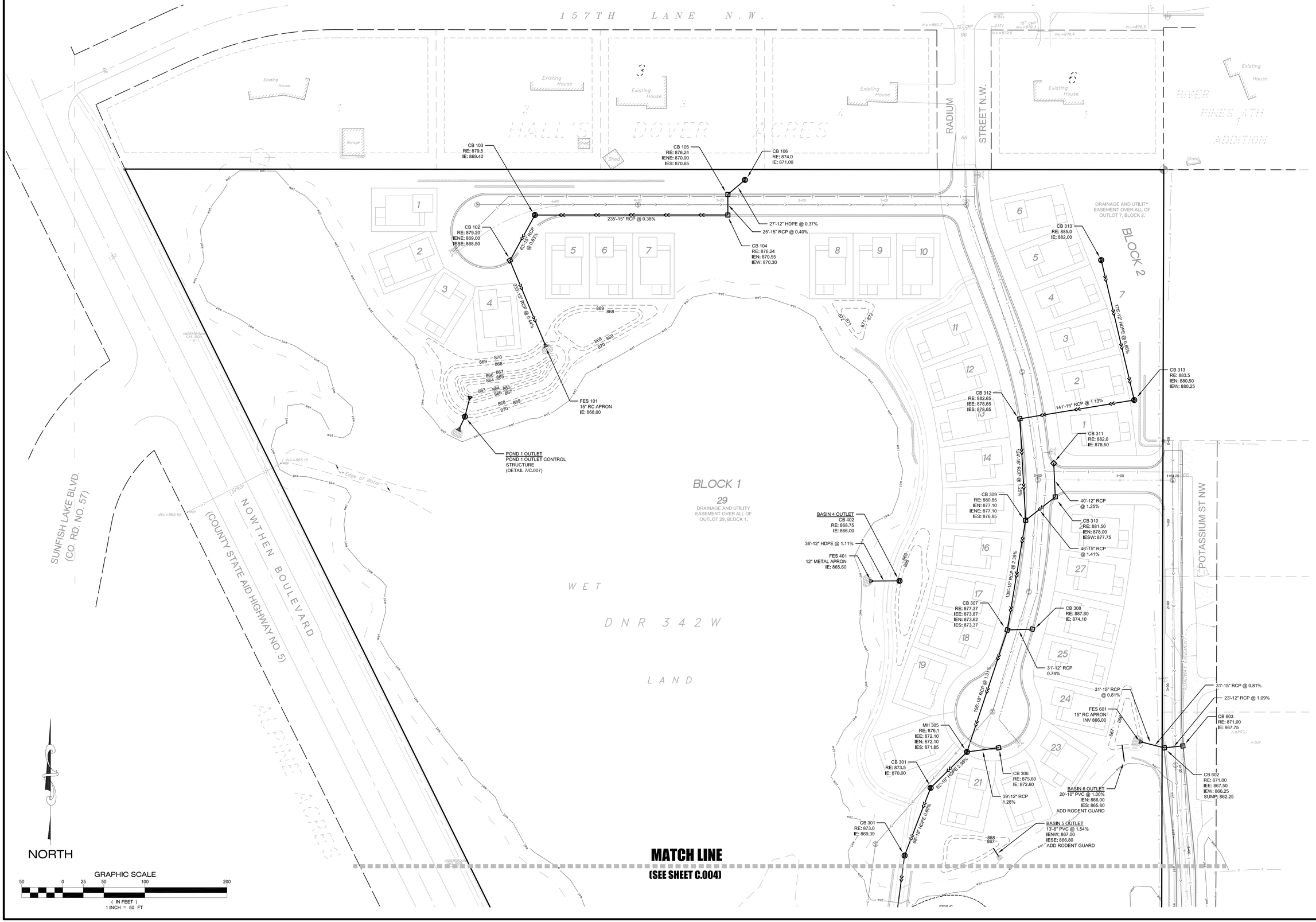
ADAM GINKEL
Date: 09.06.2018 License No. 43963

SHADE TREE COTTAGES
CITY OF RAMSEY, MN
DETAILS

PREPARED FOR: SHADE TREE COMMUNITIES, LLC

SHEET
C.007

18-1794



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PRELIMINARY

ADAM GINKEL

Date: 09.06.2018 License No. 43963

SHADE TREE COTTAGES

CITY OF RAMSEY, MN

UTILITY PLAN - STORM SEWER

PREPARED FOR: SHADE TREE COMMUNITIES, LLC

SHEET
C.003

18-1794

CITY OF RAMSEY LAND USE APPLICATION
TECHNICAL REVIEW FILE

DATE	SEPTEMBER 25, 2018	**PROJECT ADDRESS**	EAST OF NOWTHEN BLVD WEST OF POTASSIUM ST NORTH OF OLD NOWTHEN BLVD
PROJECT. TITLE	PRELIMINARY PLAT – SHADE TREE COTTAGES		
ESCROW #	116588		
DEPARTMENT:	Community Development: Planning Division		
REVIEWER:	Name: Chloe McGuire Brigl Phone: 763-433-9821 Email: CMcGuire@CityofRamsey.com		

Summary of Required Changes

- All trails must be public. Trails should loop back to Nowthen Boulevard.
- Applicant should provide staff information on affordability of detached townhomes so staff can effectively evaluated PUD.
- The applicant should provide a detailed proposal of the proposed cost-share between the City and the applicant to upgrade Potassium Street.

Preliminary Plat & Variance Submittal Review

General. The proposed subdivision is a 36 lot subdivision, with 34 detached townhome lots, one single family lot, and one lot covering all wetlands which is entirely drainage and utility easement.

Site. All that part of the Northeast Quarter of the Northeast Quarter of Section 23, Township 32, Range 25, lying east of the Easterly Right-of-Way of County State Aid Highway No. 5, in Anoka County, Minnesota. The lot is located on the east side of Nowthen Blvd NW, north of Old Nowthen Blvd, and west of Potassium St NW. The site is approximately 28.41 Acres.

History. A previous PUD was approved in 2005 and rezoned the parcel from R-1 (MUSA) to PUD. The property has remained as PUD even though the PUD has since expired.

Streets and Access. The Applicant is proposing the following streets and roadways.

Street Name	Road Type	Street Width
157th Avenue NW	Private Road	28 feet
Radium Street NW	Public Road	32 feet
Public Road (Unnamed) connecting Radium and Potassium	Public Road	32 feet
Potassium Street NW	Public Road	24 feet

As part of this project, Potassium Street must be upgraded from a gravel road to a paved, public road. The applicant has proposed a cost-share with the City.

Proposed Lots. The current zoning is PUD. Typically, in this situation, staff would defer back to the original, or underlying zoning, to review lot sizes and setbacks. The original zoning, before this site was rezoned to PUD in 2005, was R-1 MUSA. The townhome lots do not meet these requirements. Instead, staff has reviewed under the zoning closest to what is proposed.

	Reviewed Under Current Standards	**Required Setbacks for Future Additions, Detached Structures, Etc.**
Block 1, Lots 1 – 28	R-3	
Block 1, Lot 29	N/A Entirely Drainage and Utility Easement. No buildings ever allowed here.	
Block 1, Lot 30	R-1 MUSA	
Block 2, Lots 1 – 6	R-3	

Separate review for each standard is below.

R-3 Review. Block 1, Lots 1 – 28 and Block 2, Lots 1-6.

Requirement	**Current Requirement**	**Met?**
Lot Size	None	N/A
Density	7 – 15 units/acre	No – Less 3 u/acre
Lot Width	None	N/A
Building Setback from Street ROW or from private street back of curbline	25 feet	Yes
Building setback from exterior development boundary line	25 feet	Yes
Minimum separation between buildings, including any appurtenances (patios, decks, etc.)	20 feet	**No – almost all homes are closer than 20 feet. Majority have 15 feet separation.**
Max lot coverage	35%	Yes
Accessory structure setback from development boundary line	30 feet	N/A

R-1 MUSA Review. Block 1, Lot 30.

Requirement	**Current Requirement**	**Met?**
Lot Size	10,800 square feet	Yes – 28,000 sq. ft.
Density	3 u/acre	Yes 3 u/acre
Lot Width	80 feet	Yes
Front Yard Setback	30 feet	Yes (65 feet)
Rear Yard Setback	30 feet	Yes (90 feet)
Side Yard Setback	6 (uninhabitable) 10 feet (habitable)	Yes (33 feet)
Max lot coverage	35%	Yes (<10%)

Trails. Public bituminous trails are shown along Nowthen Boulevard and through the site connecting to Radium St NW. Private trails are shown behind the homes along the wetland. Staff feels that in order for the applicant to receive a PUD approval for this project, all trails must be public and must loop back to Nowthen Blvd in order to create a public purpose.

Grading and Drainage Plans. Please see Engineering Comments with regard to grading and drainage.

Development Fees. Development Fees will be due with the Plat including, but not limited to, Park Dedication, Trail Development, and Stormwater Management. These fees are collected at the time the Final Plat is recorded and at the rate in effect when the plat is recorded.

Development Agreement: An executed Development Agreement will be required prior to releasing the plat for recording.

Proposed PUD Setbacks.

PROPOSED ZONING: PUD- PLANNED UNIT DEVELOPMENT

PROPOSED PUD SINGLE UNIT TOWNHOME SETBACKS:
(LOTS 1-28, BLOCK 1 & LOTS 1-6, BLOCK 2)

FRONT STREET:	25 FEET FROM CURB
SIDE STREET:	25 FEET FROM CURB
SIDE YARD:	15 FEET BETWEEN BUILDINGS
PLAT BOUNDARY:	30 FEET FROM PLAT BOUNDARY
WETLANDS AND STORMWATER PONDS:	16.5 FEET

PROPOSED PUD SINGLE FAMILY LOT SETBACKS:
(LOT 30 , BLOCK 1)

FRONT STREET:	30 FEET FROM RIGHT-OF-WAY
HOUSE SIDE YARD:	10 FEET
GARAGE SIDE YARD:	6 FEET
REAR YARD:	30 FEET
WETLANDS AND STORMWATER PONDS:	16.5 FEET

Planned Unit Development Review

Analysis Per City Code Section 117-123.

(a) Intent. The intent of the Planned Unit Development District is to provide a district that will encourage:

1) Flexibility in land development in order to make better use of new techniques in building design and construction and land development.
2) Housing affordable to all income groups.
3) More efficient use of public infrastructure.
4) Energy conservation through the use of more efficient building designs and through the clustering of buildings and land uses.
5) Preservation of desirable land characteristics and open space and protection of sensitive environmental features such as steep slopes, poor soils and trees.
6) More effective and efficient use of land, open space and public facilities through the mixing of land uses and assembly and development of land in larger lots.

Staff Comment on item (a):

- Staff feels items 3, 4, 5, and 6 are met.
- Staff does not have information on affordability levels of new homes in relation to item 2.
- Staff feels that item 1 could be met with strict architectural review, similar to that of the COR guidelines.

(b) Criteria. Every proposal presented to the city for rezoning to Planned Unit Development District (*PUD*), shall be accompanied by a preliminary site plan as provided in subsection (k)(1) of this section. The city shall consider the following criteria and objectives in reviewing the *PUD*:

1) A high quality of design and design compatible with surrounding land uses, both existing and planned.
2) A wider range of housing types, price ranges and styles than could be accomplished under existing zoning.
3) Public amenities, facilities and open spaces that are greater than the minimum requirements of existing zoning and determined to be in the public good.
4) Compatibility with the purposes and intents of this chapter and the city's comprehensive plan, specifically residential density requirements. Increases in density may be allowed, provided that traffic patterns will not be adversely affected and that public facilities are adequate.
5) Provision for a minimum of 20 percent public open space and/or 50 percent private open space protected by adequate covenants running with the land or by conveyances or dedications. Credit for public open space shall be given pursuant to the following schedule:
    a. Woodlands, steep slopes, prairie and grasslands: 100 percent credit.
    b. Water features and wetlands: 50 percent credit.
    c. Private open space may include yard space, street boulevards, and other private common areas.
6) The proposal shall exercise no substantial detrimental influence on the market value of surrounding properties.
7) The proposal shall show a favorable economic impact on the community at large.
8) The proposal shall not adversely impact natural features such as wetlands, water features, woodlands, and steep slopes.

9) The proposal shall protect and preserve scenic qualities to the greatest extent possible.
10) The proposal shall not impose any undue burden on public services and facilities, including fire and police protection, schools, streets, water systems, sanitary sewer systems and storm sewer systems.
11) The proposal is designed in such a way to form a desirable and unified environment within its own boundaries, and also will not be detrimental to future land uses in the surrounding areas.
12) The proposal is consistent with all other applicable city and state regulations.

Staff Comments on Item (B):

- Staff believes items 4, 5, 6, 7, 8, 9, 10, 11, and 12 are met.
- Staff believes item 1 could be met through strict architectural guidelines.
- Staff does not have information on item 2, but the PUD features 2 housing types, with 34 detached townhomes and one single family lot.
- Item 3 is not currently met, but could be met by updating the private trails to public trails that meet the parks and trails requirements. This trail should be looped back to the public trail along Nowthen Boulevard.

PLANNING COMMISSION
CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA

The Ramsey Planning Commission conducted a regular meeting on Thursday, October 4, 2018, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present:	**Chairperson Randy Bauer**
	Commissioner Bruce Anderson
	Commissioner Cheri Gengler
	Commissioner Daniel Onyambu
	Commissioner Patrick Surma
	Commissioner Matt Woestehoff
Members Absent:	Commissioner Gary VanScoy
Also Present:	Community Development Director Timothy Gladhill
	City Planner Chris Anderson

5.03: Public Hearing: Review Preliminary Plat for Residential Subdivision (PUD) for Shade Tree Cottages (Case 17-130); Case of Shade Tree Communities, LLC

Public Hearing

Chairperson Bauer called the public hearing to order at 7:18 p.m.

Presentation

City Planner Anderson presented the staff report stating the purpose of this case is to review a preliminary plat application for Shade Tree Cottages made by Shade Tree Communities, LLC (The Applicant) for a 35-home subdivision off Nowthen Boulevard and Potassium Street. The site was previously granted preliminary and final plat approval for a subdivision via Planned Unit Development (PUD) in 2005, but the final plat has since expired. Since the previous approval, City Code requirements for lot size and wetland setbacks have changed. The PUD zoning remains on the parcel, though the underlying zoning was R-1 (MUSA). Staff provided further comment on the request and recommended approval.

Citizen Input

Community Development Director Gladhill reported the R-2 zoning district was a more appropriate fit for this project. He reviewed the revisions the developer made to the concept plan based on the Planning Commission's previous comments.

Commissioner Anderson requested further information regarding the proposed lot sizes.

City Planner Anderson discussed the proposed lot sizes and addressed why a PUD was being pursued for this development. He provided further comment on the public benefit that was to be achieved through PUD's.

Community Development Director Gladhill reported this was a challenging project given the approvals that were made in the past.

Commissioner Anderson stated he saw no public benefit from this project, beyond the trails. He requested further comment from staff regarding this matter.

City Planner Anderson explained the initial proposal was lacking and agreed additional public benefit could be requested from the developer. He reported action on this item could be tabled in order for the developer to provide the Planning Commission with a written response to this concern.

Chairperson Bauer requested further information regarding the proposed street widths.

City Planner Anderson reviewed the proposed street widths with the Commission.

Community Development Director Gladhill commented further on how this project would impact the adjacent wetlands.

Commissioner Gengler asked if there was still an elevation change between this development and the property to the north.

City Planner Anderson reported this was the case.

Mary Lindo-Lamont, 15421 Nowthen Boulevard, expressed concern with the cost of the proposed road being passed onto the current property owners.

City Planner Anderson stated there were several different scenarios that have occurred regarding the proposed roadway improvements and one would have the developer paying all costs, another option would be to have the developer and City split the costs, and the last option would be to split the costs equally between the City, developer and benefiting properties.

Community Development Director Gladhill anticipated that the majority of the expense for the roadway improvements would be split between the City and the developer.

Terry Lamont, 15421 Nowthen Boulevard, asked how water would flow off of the proposed site.

Community Development Director Gladhill commented on the stormwater plan for the project and noted the adjacent properties would not be impacted by water runoff.

Chairperson Bauer reported this was the Preliminary Plat phase for this project and explained the final plat would be reviewed and approved by the City Council.

Ms. Lindo-Lamont asked how long it would take to approve the Final Plat.

City Planner Anderson explained the developer would have one year from approval of the Preliminary Plat to complete the Final Plat. He stated it was his understanding the developer wanted to begin construction in 2019 and would not be pushing out the project a whole year.

Tom Greenberg, 6032 157th Lane NW, explained he has lived along 157th Lane for 40 years and has enjoyed the open space behind his home. He stated he was opposed to the Preliminary Plat and recommended the City remove the PUD zoning from this parcel, noting the property should be reverted back to R-1. He understood this was a tough piece of property to develop and stated he was not expecting this parcel to be zoned PUD with a high such a high density. He explained the proposed development would put a third street around his home, which would box him in. He expressed concern with the small buffer between his home and the new roadway. He reported he has replaced his well and septic system and was not interested in hooking up to the City's system and encouraged the Commission to deny the request.
Chairperson Bauer asked what type of development could be placed on this property if it were zoned R-1.

City Planner Anderson commented and R-1 zoning district would require 80-foot-wide lots that were 10,800 square feet in size.

Community Development Director Gladhill discussed the number of lots that could locate on this parcel if it were zoned R-1. He explained this option has been reviewed with the developer and from the pro forma standpoint, it does not work.

Jordan Lahti, 6014 157th Lane NW, stated his main concerns with the proposed development was how it would increase traffic on Radium Street. He explained he has young children and noted he feared for their safety. He recommended additional control measures be considered for the intersection of Nowthen Boulevard and 157th Lane.

Community Development Director Gladhill stated this was a priority area for the City.

Mr. Lahti questioned how many of the neighbors would have to offer their support in order for the City to extend City water and sewer.

Community Development Director Gladhill reported the City would need to have at least 60% of the neighbors offering their support in order for this to move forward. He explained another option would be for the City to offer water and sewer connections when the roadway was reconstructed at some point in the near future.

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

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

Chairperson Bauer closed the public hearing closed at 8:11 p.m.

Commission Business

Commissioner Anderson asked what the width of 157th Avenue was.

Community Development Director Gladhill reported this roadway was 28 feet wide. He noted this was a private street.

Commissioner Anderson understood the expense for the reconstruction of Potassium Street was still up in the air. He commented he could not support a 24-foot width for Potassium Street and recommended that this roadway be 28 feet wide. He stated he saw very little public benefit from this project and recommended that it go back to the drawing board.

Commissioner Woestehoff asked if this project had a local developer.

Community Development Director Gladhill explained the developer was from the East Bethel area.

Motion by Commissioner Anderson, seconded by Commissioner Woestehoff, to recommend that City Council deny Resolution 18-209 granting Preliminary Plat for Shade Tree Cottages.

Further discussion

Commissioner Gengler questioned why the recommendation for denial was being pursued.

Commissioner Anderson stated he believed the City could do more with this property and he was of the opinion the roadway could be wider. In addition, he did not see the public benefit through this development.

Commissioner Woestehoff was in agreement and stated he was very uncomfortable with the proposed lot sizes.

Commissioner Gengler stated she would like to hear form the developer prior to denying the request.

Commissioner Onyambu agreed stating he would like to hear from the developer as well.

Commissioner Anderson stated he understood this was a difficult parcel to develop. However, he supported the slate being cleaned with the developer starting over from the beginning on this development. He reported he would like to see this property rezoned from PUD to R-1.

Commissioner Woestehoff indicated he believed it spoke volumes that the developer was not before the Commission to address the comments and concerns that were raised at this meeting.

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

Motion by Commissioner Gengler, seconded by Commissioner Onyambu, to table action on the Preliminary Plat for Shade Tree Cottages and directing staff to work with the developer on alternatives.

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

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

CC Regular Session **7. 5.**

Meeting Date: 10/23/2018

By: Bruce Westby, Engineering/Public Works

Information

Title:

Adopt Resolution #18-217 Supporting Metropolitan Council Funded Study for Northwest Metropolitan Area Regional Surface Water Supply System

Purpose/Background:

Purpose:

The purpose of this case is to adopt Resolution #18-217 supporting a Metropolitan Council funded study to explore alternatives and costs for a regional surface water supply system in the northwest metropolitan area.

Background:

Over the years, the City of Ramsey has explored the use of surface water to augment, or possibly replace, our current groundwater wells as a supply source for our municipal water supply system. Prior to 2016, the City's Capital Improvement Plan included a 9.6 million gallon per day surface water supply facility. However, due to the high capital cost (nearly $20,000,000) the decision was made to remove this item from the CIP until other cities showed interest in working with Ramsey to construct a regional surface water supply facility so costs could be shared and spread among numerous cities.

Over a year ago, Metropolitan Council Staff informed City Staff that they could use Clean Water Funds to conduct a study to explore the feasibility of constructing a regional surface water supply facility in the northwest metropolitan area, but in order to do this we would need to find at least two other cities willing to commit to the study. Staff then reached out to neighboring cities in Anoka County to see if any had an interest in studying a regional surface water supply facility study, but none showed interest.

Recently, the City of Dayton informed Staff that they were interested in studying the use of surface water as a municipal water supply source given pending development and the need to expand their water supply system. Then the City of Rogers indicated they would also be interested in studying the use of surface water as a supply source for their municipal water supply system. Then the City of Corcoran also showed interest in participating in a study.

Staff informed Metropolitan Council Staff that the four cities were interested in completing a surface water supply study. Metropolitan Council Staff then asked each City to adopt a resolution supporting the study so Metropolitan Council Staff could then request the use of Clean Water Funds to pay for the study.

The primary objective of the study will be to explore and understand the relative costs and implementation considerations of different surface water use approaches to long-term water sustainability within the study area. The study will support future planning of local area water supplies and water sustainability practices. Cities will continue to face increased demands on their water supplies in the future so this study will provide concept/planning level options for consideration.

The City of Rogers Public Works Director plans to request City Council approval of the draft resolution on October 23rd. Dayton's City Engineer plans to request Council approval of the draft resolution on October 24th. The City of Corcoran's Public Works Director plans to request City Council approval of the draft resolution on October 25th. Each partner city will submit a copy of their executed resolution to the Ramsey City Engineer, who will then share all executed resolutions with Met Council Staff as a package with a request to fund the study in its entirety using Clean Water Funds.

Notification:

Notifications were not required for this case.

Observations/Alternatives:

Observations:

The City of Ramsey is currently participating in the Metropolitan Council's Water Efficiency Potential Project. The Metropolitan Council selected Ramsey to participate in the project based on current water use data and projected population growth that showed Ramsey ranked 19th in water use per capita out of 94 metropolitan communities with groundwater supplies and a large residential sector. Staff will meet with Metropolitan Council Staff in November to review and discuss the study results, and will then share the results with the Environmental Policy Board, Public Works Committee, City Council, and the public.

While discussing whether to participate in the Water Efficiency Potential Project, concerns were raised by the Environmental Policy Board, and echoed by the Public Works Committee, as to whether participating in the Water Efficiency Potential Project would benefit the City. In the end, the City Council voted to participate in the Water Efficiency Potential Project, though the vote was not unanimous. In summary, the concerns focused on whether the Metropolitan Council could use the results to force the City to implement water conservation practices that could then result in higher water rates and increased taxes for City businesses and residents.

In response to the concerns raised, Staff shared the following response from Brian Davis with the Metropolitan Council;

"The Metropolitan Council has no statutory authority regarding water use restrictions or water supply capital improvements for any municipalities. Our work is conducted under the auspices of Minnesota Statute 473.1565 (a copy of this statute is attached to this case). We cannot impose any water use restrictions or water supply capital improvements on any municipality. Furthermore, this project is not intended to support any such restrictions.

Many communities have raised the issue of revenue reductions resulting from water conservation. This project assesses the economic potential of whether an aggressive water conservation program could reduce the community's expansion of water supply wells to meet future residential needs. The focus on "economic potential" is a critical point. If the summer peaking factor is reduced, will the existing wells be sufficient to meet the future water demand as population increases? If so, how much money would be saved by not having to install and maintain additional water supply wells? Such savings could translate to lower water rates over the long run, which is a "win" for all parties. Conversely, if the costs of an aggressive water conservation program exceed the financial savings resulting from a reduction in the number of new wells needed, then it would not make financial sense for a community to pursue such a program.

We recognize that communities are not all the same. Instead of a one-size-fits-all approach to water conservation, a more practical approach is to tailor such activities to the characteristics of each community.

Our project will help growing communities make financially sound long-term decisions regarding water supply management. The information gained from this project could be useful for a utility when deciding whether or not to pursue an aggressive water conservation program."

Staff wanted to share this response again to address similar concerns that may result from this request. Per the first paragraph of the above response, the Metropolitan Council has no statutory authority regarding water use restrictions or water supply capital improvements for any municipalities and therefore cannot impose any water use

restrictions or water supply capital improvements on any municipality.

Alternatives:
Alternative #1 – Motion to adopt Resolution #18-217 supporting a Metropolitan Council funded study to explore alternatives and costs for a regional surface water supply system in the northwest metropolitan area.

Alternative #2 – Motion to deny adoption of Resolution #18-217 at this time.

Funding Source:
No local cost contributions are associated with this request, other than the time Staff will spend participating in the study. The Metropolitan Council will cover all study costs using dedicated Clean Water Funds. The City Engineer will serve as the City's technical advisory team member for the study, and other key Staff will be required to provide input into the study.

Recommendation:
Staff recommends alternative #1.

On October 16, 2018, the Public Works Committee reviewed the draft resolution and adopted a motion to pass the resolution on to City Council for review without a formal recommendation from the Public Works Committee. One Committee member questioned why the cities would lead the study and not Met Council, and whether Met Council could use the results to require future conversion to a surface water supply system. Discussion followed regarding the Department of Natural Resources requirement to conduct a pilot study at the City's expense to explore the potential use of surface water as a supply source at the time the City applied for a permit to construct its last groundwater well.

Staff noted that the Metropolitan Council has no statutory authority over municipalities regarding water use restrictions or water supply capital improvements, and that Minnesota Statute 473.1565 directs their work as noted in the resolution. Staff also noted that the Met Council wants the cities to assume control over the study to ensure that the results are applicable to the needs of each of the cities. It is therefore Staff's position that the results of the study cannot be used by the Metropolitan Council to commit the City to using surface water as a water supply source. Instead, Staff believes the study will provide valuable information to the cities for guidance in future water supply planning efforts.

Action:
Adopt Resolution #18-217 supporting a Metropolitan Council funded study to explore alternatives and costs for a regional surface water supply system in the northwest metropolitan area.

Attachments

Resolution 18-217
MN Statutes 473.1565

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	10/18/2018 10:30 AM
Form Started By: Bruce Westby		Started On: 10/16/2018 08:27 AM
Final Approval Date: 10/18/2018		

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

RESOLUTION #18-217

RESOLUTION SUPPORTING METROPOLITAN COUNCIL STUDY FOR NORTHWEST METROPOLITAN AREA REGIONAL SURFACE WATER SUPPLY SYSTEM

WHEREAS, the City of Ramsey owns and maintains a municipal water supply system which is essential to the quality of life, health and welfare of City residents and businesses; and

WHEREAS, the City of Ramsey currently relies on groundwater as the sole source of its municipal water supply system; and

WHEREAS, the City of Ramsey plans to construct two new municipal water supply system groundwater wells to accommodate planned growth in the years 2023 and 2028; and

WHEREAS, Minnesota Statutes 473.1565 directs the Metropolitan Council to undertake planning activities that emphasize conservation, interjurisdictional cooperation, and long-term sustainability; and

WHEREAS, the Metropolitan Council has received an allocation of the Clean Water Funds to provide assistance to local units of government who are undertaking water supply planning activities; and

WHEREAS, the cities of Corcoran, Dayton, Ramsey and Rogers (hereinafter "Cities") are participants in the Northwest Metro Water Supply Study Area, and

WHEREAS, the Cities have expressed an interest in working with the Metropolitan Council to study alternatives and relative costs associated with the use of surface water as a potential source of water for their municipal water supply systems; and

WHEREAS, the primary objective of the Cities led study is to understand the relative costs and implementation considerations of different surface water use approaches to long-term water sustainability within the study area; and

WHEREAS, the approaches evaluated in the study are not intended to prescribe specific solutions for implementation, but will rather serve as examples to stimulate future planning that could involve a hybrid of alternatives identified in the study, or in combination with water conservation measures and other sustainability approaches.

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 of Ramsey hereby supports a collaborative and cooperative effort to study a regional surface water supply system in the Northwest Metropolitan area.

2) That, the City of Ramsey will continue to work collaboratively and cooperatively with the partnering Cities to supply water to the public in an environmentally sound, cost-effective, and sustainable manner.

3) That, the City of Ramsey requests that the Metropolitan Council develop a scope of work for a Cities led water supply planning effort that will be funded in full by Clean Water Legacy Funds available through the Metropolitan Council.

4) That, the City of Ramsey hereby appoints Bruce Westby, City Engineer, to represent the City of Ramsey on the technical team managing the study.

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

and the following voted against the same:

and the following abstained:

and the following were absent:

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

_____
Mayor

ATTEST:

_____
City Clerk

473.1565 METROPOLITAN AREA WATER SUPPLY PLANNING ACTIVITIES; ADVISORY COMMITTEES.

Subdivision 1. **Planning activities.** (a) The Metropolitan Council must carry out planning activities addressing the water supply needs of the metropolitan area as defined in section 473.121, subdivision 2. The planning activities must include, at a minimum:

(1) development and maintenance of a base of technical information needed for sound water supply decisions including surface and groundwater availability analyses, water demand projections, water withdrawal and use impact analyses, modeling, and similar studies;

(2) development and periodic update of a metropolitan area master water supply plan, prepared in cooperation with and subject to the approval of the policy advisory committee established in this section, that:

(i) provides guidance for local water supply systems and future regional investments;

(ii) emphasizes conservation, interjurisdictional cooperation, and long-term sustainability; and

(iii) addresses the reliability, security, and cost-effectiveness of the metropolitan area water supply system and its local and subregional components;

(3) recommendations for clarifying the appropriate roles and responsibilities of local, regional, and state government in metropolitan area water supply;

(4) recommendations for streamlining and consolidating metropolitan area water supply decision-making and approval processes; and

(5) recommendations for the ongoing and long-term funding of metropolitan area water supply planning activities and capital investments.

(b) The council must carry out the planning activities in this subdivision in consultation with the Metropolitan Area Water Supply Policy and Technical Advisory Committees established in this section.

Subd. 2. **Policy advisory committee.** (a) A Metropolitan Area Water Supply Policy Advisory Committee is established to assist the council in its planning activities in subdivision 1. The policy advisory committee has the following membership:

(1) the commissioner of agriculture or the commissioner's designee;

(2) the commissioner of health or the commissioner's designee;

(3) the commissioner of natural resources or the commissioner's designee;

(4) the commissioner of the Pollution Control Agency or the commissioner's designee;

(5) two officials of counties that are located in the metropolitan area, appointed by the governor, in consultation with the Association of Minnesota Counties;

(6) five officials of noncounty local governmental units that are located in the metropolitan area, appointed by the governor, in consultation with the Association of Metropolitan Municipalities;

(7) the chair of the Metropolitan Council or the chair's designee, who is chair of the advisory committee;

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(8) one official each from the counties of Chisago, Isanti, Sherburne, and Wright, appointed by the governor, in consultation with the Association of Minnesota Counties and the League of Minnesota Cities; and

(9) a representative of the Saint Paul Regional Water Services, appointed by and serving at the pleasure of the Saint Paul Regional Water Services, and a representative of the Minneapolis Water Department, appointed by and serving at the pleasure of the mayor of the city of Minneapolis.

A local government unit in each of the seven counties in the metropolitan area and Chisago, Isanti, Sherburne, and Wright Counties must be represented in the 11 appointments made under clauses (5), (6), and (8).

(b) Members of the advisory committee appointed by the governor serve at the pleasure of the governor. Members of the advisory committee serve without compensation but may be reimbursed for their reasonable expenses as determined by the Metropolitan Council.

(c) The council must consider the work and recommendations of the policy advisory committee when the council is preparing its regional development framework.

Subd. 2a. **Technical advisory committee.** A Metropolitan Area Water Supply Technical Advisory Committee is established to inform the policy advisory committee's work by providing scientific and engineering expertise necessary to provide the region an adequate and sustainable water supply. The technical advisory committee consists of 15 members appointed by the policy advisory committee, with the majority of members representing single-city and multicity public water supply systems in the metropolitan area and including experts in:

(1) water resources analysis and modeling;

(2) hydrology; and

(3) the engineering, planning, design, and construction of water systems or water systems finance.

Members of the technical advisory committee serve at the pleasure of the policy advisory committee, without compensation, but may be reimbursed for their reasonable expenses as determined by the council.

Subd. 3. **Reports to legislature.** (a) The council must submit reports to the legislature regarding its findings, recommendations, and continuing planning activities under subdivision 1. These reports shall be included in the "Minnesota Water Plan" required in section 103B.151, and five-year interim reports may be provided as necessary.

(b) By February 15, 2017, and at least every five years thereafter, the policy advisory committee shall report to the council, the Legislative Water Commission, and the chairs and ranking minority members of the house of representatives and senate committees and divisions with jurisdiction over environment and natural resources with the information required under this section. The policy advisory committee's report and recommendations must include information provided by the technical advisory committee.

History: *1Sp2005 c 1 art 2 s 147; 2007 c 131 art 1 s 79; 2008 c 258 s 4; 2008 c 363 art 5 s 27; 2010 c 361 art 2 s 1; 2013 c 19 s 1; 1Sp2015 c 4 art 4 s 130*

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CC Regular Session **7. 6.**

Meeting Date: 10/23/2018

By: Bruce Westby, Engineering/Public Works

Information

Title:

Adopt Resolution #18-218 Accepting Feasibility Report for Improvement Project #18-02, HY-10 Ramsey Street Reconstructions

Purpose/Background:

Purpose:

The purpose of this case is to adopt Resolution #18-218 accepting the Feasibility Report for Improvement Project #18-02, HY-10 Ramsey Street Reconstructions.

Background:

City Improvement Project No. 18-02 proposes to reconstruct streets within the HY-10 Ramsey neighborhood including 146th Avenue, 147th Avenue, and Ferret Street. The streets total approximately 1,400 linear feet (0.27 miles) in length. A map showing the location and scope of the proposed improvements is included as ***Figure 1*** in ***Appendix A*** in the attached Feasibility Report.

The streets were constructed in 1988 with bituminous curb to a width of 40 feet from face-of-curb to face-of-curb, and are generally centered within a 66-foot wide right-of-way. However, during the Highway 10/Armstrong Interchange project the west end of 146th Avenue was reconstructed and a temporary cul-de-sac was constructed.

The storm sewer system consists of openings in the bituminous curb at the north end of the Ferret Street cul-de-sac and the east end of the 146th Avenue cul-de-sac. Utility easements exist north of Ferret Street and along the northern boundary of the eastern Ferret Street cul-de-sac which has shallow ditches leading towards Armstrong Boulevard. Storm runoff from 147th Avenue is collected in catch basins placed as part of the 2012 Sunwood Drive re-alignment project, and is carried under Armstrong Boulevard to existing regional ponds.

The existing bituminous pavement section ranges from 1.6 to 6.1 inches thick, with an average thickness of 2.9 inches, and the aggregate base ranges from 4.3 to 15.5 inches thick, with an average thickness of 9.7 inches. This was determined from Ground Penetrating Radar (GPR) analysis performed by Braun Intertec in 2017, as well as from field observations and record plan documents. Copies of Braun Intertec's GPR results are attached in Appendix C. The pavement section was built on sandy subgrade material generally considered suitable for pavement support.

City staff evaluates and rates the condition of pavement sections on all City streets on an annual basis using the Pavement Surface Evaluation and Rating (PASER) system. In the summer of 2017, the pavement section of the above referenced street segments were rated with a PASER rating of 2 which indicates these streets require complete reconstruction. City staff patch the streets at least once per year, particularly before winter so the street can be plowed without further damaging the pavement in the process. Pictures of the street are located in***Appendix A*** in the attached Feasbility Report.

On July 11, 2017, the City Council adopted Resolution #17-07-170 authorizing the preparation of a Feasibility Report for the reconstruction of HY-10 Ramsey. These streets were originally included in the City's CIP as proposed 2015 overlay improvements. However, the overlay work was delayed when construction of the Highway 10 & Armstrong Boulevard Interchange was funded. Then following completion of the Interchange, the pavement was re-evaluated and Staff determined it would be best to reconstruct these streets in the future. This project is now listed in the current 10-year CIP as a total reconstruction.

Upon ordering the Feasibility Report, the City Council directed Staff to review the existing street alignments and explore whether the streets should be reconstructed in the same locations, or whether it might make sense to realign or extend one or more of the streets to better serve existing properties and/or to connect to the new Bunker Lake Industrial Park.

Engineering Staff explored numerous alternative street alignments and/or extensions. In May of 2018, the Development Review Committee (DRC), consisting of Staff from various departments, reviewed several design alternatives and recommended the following. Reconstruct all streets in their current footprints using pavement sections similar to the existing sections, and replace all existing bituminous curb on 146th Avenue and Ferret Street. The DRC also recommended extending the existing watermain 147th Avenue to the west side of Ferret Street since 147th Avenue will likely not be modified during redevelopment, and construct concrete curb and gutter along 147th Avenue to Ferret Street. Due to the uncertainty of future redevelopment scenarios, Staff determined there are too many unknowns to justify the expense of realigning or extending any of the streets at this time.

This Feasibility Report proposes to reconstruct the existing bituminous pavement section using the Full Depth Reclamation (FDR) process. This process generally involves reclaiming the entire existing bituminous pavement section, along with an inch or more of the existing aggregate base material. A portion of this reclaim (ground and mixed) material is proposed to be spread and compacted on top of the reshaped and compacted existing aggregate base. Three and one-half inches of bituminous pavement is proposed to be placed on top of a minimum of 6 inches of aggregate base/reclaim material. This pavement section generally meets the existing pavement section on these streets, and would generally meet the City of Ramsey's standard pavement design for residential streets.

Though the design strength of the proposed pavement section may be slightly less than a typical industrial park pavement section, Staff believes it will provide a useful life of at least 30 years based on the life achieved by the existing pavement section. And due to the large number of parcels currently on the market in this development, Staff believes there is great potential for redevelop of HY-10 Ramsey within the next 10 to 20 years, which could result in the potential realignment of streets.

The engineer's opinion of probable costs including streets, drainage, and public water utilities is $287,646.45. Estimated costs include 10-percent contingency costs plus 23-percent indirect costs for administrative, engineering, finance and legal costs. A summary of the engineer's opinion of probable costs is included in ***Appendix B*** in the attached Feasibility Report.

The project is proposed to be funded using a combination of special assessments to benefitting properties, street reconstruction bond proceeds, and stormwater utility funds. Sewer and Water Utility Funds would be used to pay for any public utility improvements.

Nine (9) parcels have been identified as receiving special benefit from the improvements. Four of the parcels have permanent structures, and the other five are undeveloped. Several of these parcels are currently listed for sale, including two City-owned parcels. These parcels are identified in the preliminary Assessment Map and Roll, which is attached in ***Appendix C***.

Assessments were calculated using the area method, which is typically used for commercial applications. Staff recommends ordering a special benefit consultation report for this project to verify the proposed assessment amount will not exceed the benefit to the properties. If the report concludes the benefit to the properties is less than the proposed preliminary assessment rate, Staff will then propose to lower the assessment rate accordingly during the Assessment Hearing, which is proposed for October 8, 2019. If the report verifies the assessment rate as proposed

is justified, Staff will propose to adopt the final assessment roll using the rate as preliminarily proposed.

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

On August 28, 2018, the City Council adopted Resolution #18-174 accepting the draft Feasibility Report and ordering a public input meeting for the reconstruction of HY-10 Ramsey. Staff conducted a public input meeting on September 13, 2018 with the intent of explaining the proposed improvements, estimated costs, and funding program, including the use of special assessments, but even though meeting notices were mailed to all owners of benefiting properties, which included all properties having access onto street segments proposed to be improved, none of the property owners attended the meeting, or called in advance to discuss the project.

Following the public input meeting, Staff was contacted by two benefiting property owners. Both stated they would be opposed to reconstructing the streets at this time due to the uncertainties associated with the future redevelopment potential. The property owners stated they are fine with the condition of the pavement as is, and asked if the City had received any complaints from other property owners. Staff has not received any such complaints, and believes this development will redevelop within the next 10 to 20 years, and that new streets will be required because of redevelopment. For these reasons, Staff recommends that this project be shelved until such time that it is no longer needed, or until the property owners request that the streets be repaired.

Notification:

Notifications are not required for this case.

Observations/Alternatives:

This project could be constructed in 2019 and funded through 5-year Street Reconstruction Overlay Program bondss. However, Staff recommedns not reconstructing these streets at this time in light of the high potential for redevelopment.

Alternatives:

Alternative #1– Motion to adopt Resolution #18-218 Accepting Feasibility Report for Improvement Project #18-02, HY-10 Ramsey Street Reconstructions, along with Staff's recommendation to shelve the project until such time that it is no longer needed or the adjacent property owners request that the streets be repaired.

Alternative #2 – Motion of other.

Funding Source:

No funds are required based on Staff's recommendation to shelve the project.

Recommendation:

Staff recommends alternative #1.

Action:

Adopt Resolution #18-218 Accepting Feasibility Report for Improvement Project #18-02, HY-10 Ramsey Street Reconstructions, along with Staff's recommendation to shelve the project until such time that it is no longer needed or the adjacent property owners request that the streets be repaired.

Attachments

Resolution 18-218

HY-10 Properties for Sale

IP1802 Feasibility Report

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	10/18/2018 04:16 PM

Form Started By: Bruce Westby Started On: 10/16/2018 08:31 AM

Final Approval Date: 10/18/2018

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

RESOLUTION #18-218

RESOLUTION ACCEPTING FEASIBILITY REPORT FOR IMPROVEMENT PROJECT #18-02, HY-10 RAMSEY STREET RECONSTRUCTIONS

WHEREAS, the City of Ramsey proposes to reconstruct approximately 0.27 miles of streets within the HY-10 Ramsey development, and to assess benefitted properties for all or a portion of the cost of the improvements, pursuant to Minnesota Statutes Chapter 429, the City Charter, and the City's adopted Special Assessments Policy; and

WHEREAS, pursuant to a resolution of the City Council adopted July 11, 2017, a Draft Feasibility Report has been prepared by the City Engineer with reference to the proposed street reconstruction improvements within the HY-10 Ramsey development, and other appurtenant work; and

WHEREAS, the Feasibility Report provides information regarding whether the proposed project is necessary, cost-effective and feasible; whether the improvements should be made as proposed or in conjunction with some other improvement; the estimated cost of the improvements as recommended; and a description of the methodology used to calculate individual assessments for benefitted properties; and

WHEREAS, the Feasibility Report recommends shelving this project until such time that it is no longer needed or the adjacent property owners request that the streets be repaired.

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

1) The City Council has received and accepted the Draft Feasibility Report.

2) The City Council directs the City Engineer to shelve this project until such time that it is no longer needed or the adjacent property owners request that the streets be repaired.

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

and the following voted against the same:

and the following abstained:

and the following were absent:

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

_____
Mayor

ATTEST:

_____
City Clerk



LEGEND

PRIVATE PROPERTY FOR SALE

CITY PROPERTY FOR SALE

CITY PROPERTY

UPDATED 8/21/18 http://cityoframsey.com/173/Site-Selection-Available-Sites

HY-10 RAMSEY PROPERTIES FOR SALE

0 300 600 900

SCALE (FEET)

N

City of RAMSEY

FEASIBILITY REPORT

HY-10 RAMSEY
STREET RECONSTRUCTIONS

CITY IMPROVEMENT PROJECT NO. 18-02

October 18, 2018

Prepared By:

City of Ramsey
Engineering Department
7550 Sunwood Drive NW
Ramsey, MN 55303
763-433-9839
763-433-9848 (Fax)

October 18, 2018

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

Re: Feasibility Report - City of Ramsey Improvement Project #18-02
HY-10 Ramsey Street Reconstructions

Dear Mayor and City Council Members:

Transmitted herewith is a Feasibility Report for the proposed HY-10 Ramsey Street Reconstructions project including; 146th Avenue from Ferret Street to its termini cul-de-sac, 147th Avenue from Ferret Street to 380 feet west of Armstrong Boulevard, and Ferret Street from 146th Avenue to its termini cul-de-sac. The report examines the feasibility of reconstructing the bituminous street section and completing other appurtenant improvements.

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

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

Sincerely,
City of Ramsey

Bruce Westby, PE
City Engineer

Enclosure

C: Kurt Ulrich, City Administrator
Leonard Linton, Civil Engineer IV

CERTIFICATION

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

Bruce Westby, PE

Date: October 18, 2018 License No. 40116

I hereby certify that this plan, specification or report was reviewed for Quality Control and Quality Assurance purposes and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.

Leonard Linton, PE

Date: October 18, 2018 License No. 21112

TITLE SHEET
LETTER OF TRANSMITTAL
CERTIFICATION SHEET
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Appendix A

Figure 1 – Project Scope
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Project Site Pictures

Appendix B

Opinion of Probable Costs
Preliminary Assessment Map
Preliminary Assessment Roll

Appendix C

Ground Penetrating Radar Summary

1. EXECUTIVE SUMMARY

City Improvement Project No. 18-02 proposes to reconstruct streets within the HY-10 Ramsey neighborhood including 146th Avenue, 147th Avenue, and Ferret Street. The streets total approximately 1,400 linear feet (0.27 miles) in length. A map showing the location and scope of the proposed improvements is included as ***Figure 1*** in ***Appendix A.***

The streets were constructed in 1988 with bituminous curb to a width of 40 feet from face-of-curb to face-of-curb, and are generally centered within a 66-foot wide right-of-way. However, during the Highway 10/Armstrong Interchange project the west end of 146th Avenue was reconstructed and a temporary cul-de-sac was constructed.

The storm sewer system consists of openings in the bituminous curb at the north end of the Ferret Street cul-de-sac and the east end of the 146th Avenue cul-de-sac. Utility easements exist north of Ferret Street and along the northern boundary of the eastern Ferret Street cul-de-sac which has shallow ditches leading towards Armstrong Boulevard. Storm runoff from 147th Avenue is collected in catch basins placed as part of the 2012 Sunwood Drive re-alignment project, and is carried under Armstrong Boulevard to existing regional ponds.

The existing bituminous pavement section ranges from 1.6 to 6.1 inches thick, with an average thickness of 2.9 inches, and the aggregate base ranges from 4.3 to 15.5 inches thick, with an average thickness of 9.7 inches. This was determined from Ground Penetrating Radar (GPR) analysis performed by Braun Intertec in 2017, as well as from field observations and record plan documents. Copies of Braun Intertec's GPR results are attached in ***Appendix C.*** The pavement section was built on sandy subgrade material generally considered suitable for pavement support.

City staff evaluates and rates the condition of pavement sections on all City streets on an annual basis using the Pavement Surface Evaluation and Rating (PASER) system. In the summer of 2017, the pavement section of the above referenced street segments were rated with a PASER rating of 2 which indicates these streets require complete reconstruction. City staff patch the streets at least once per year, particularly before winter so the street can be plowed without further damaging the pavement in the process. Pictures of the street are located in ***Appendix A.***

On July 11, 2017, the City Council adopted Resolution #17-07-170 authorizing the preparation of a Feasibility Report for the reconstruction of HY-10 Ramsey. These streets were originally included in the City's CIP as proposed 2015 overlay improvements. However, the overlay work was delayed when construction of the Highway 10 & Armstrong Boulevard Interchange was funded. Then following completion of the Interchange, the pavement was re-evaluated and Staff determined it would be best to reconstruct these streets in the future. This project is now listed in the current 10-year CIP as a total reconstruction.

Upon ordering the Feasibility Report, the City Council directed Staff to review the existing street alignments and explore whether the streets should be reconstructed in the same locations, or whether it might make sense to realign or extend one or more of the streets to better serve existing properties and/or to connect to the new Bunker Lake Industrial Park.

Engineering Staff explored numerous alternative street alignments and/or extensions. In May of 2018, the Development Review Committee (DRC), consisting of Staff from various departments,

reviewed several design alternatives and recommended the following. Reconstruct all streets in their current footprints using pavement sections similar to the existing sections, and replace all existing bituminous curb on 146th Avenue and Ferret Street. The DRC also recommended extending the existing watermain 147th Avenue to the west side of Ferret Street since 147th Avenue will likely not be modified during redevelopment, and construct concrete curb and gutter along 147th Avenue to Ferret Street. Due to the uncertainty of future redevelopment scenarios, Staff determined there are too many unknowns to justify the expense of realigning or extending any of the streets at this time.

This Feasibility Report proposes to reconstruct the existing bituminous pavement section using the Full Depth Reclamation (FDR) process. This process generally involves reclaiming the entire existing bituminous pavement section, along with an inch or more of the existing aggregate base material. A portion of this reclaim (ground and mixed) material is proposed to be spread and compacted on top of the reshaped and compacted existing aggregate base. Three and one-half inches of bituminous pavement is proposed to be placed on top of a minimum of 6 inches of aggregate base/reclaim material. This pavement section generally meets the existing pavement section on these streets, and would generally meet the City of Ramsey's standard pavement design for residential streets.

Though the design strength of the proposed pavement section may be slightly less than a typical industrial park pavement section, Staff believes it will provide a useful life of at least 30 years based on the life achieved by the existing pavement section. And due to the large number of parcels currently on the market in this development, Staff believes there is great potential for redevelop of HY-10 Ramsey within the next 10 to 20 years, which could result in the potential realignment of streets.

The engineer's opinion of probable costs including streets, drainage, and public water utilities is $287,646.45. Estimated costs include 10-percent contingency costs plus 23-percent indirect costs for administrative, engineering, finance and legal costs. A summary of the engineer's opinion of probable costs is included in ***Appendix B.***

The project is proposed to be funded using a combination of special assessments to benefitting properties, street reconstruction bond proceeds, and stormwater utility funds. Sewer and Water Utility Funds would be used to pay for any public utility improvements.

Nine (9) parcels have been identified as receiving special benefit from the improvements. Four of the parcels have permanent structures, and the other five are undeveloped. Several of these parcels are currently listed for sale, including two City-owned parcels. These parcels are identified in the preliminary Assessment Map and Roll, which is attached in ***Appendix C***.

Assessments were calculated using the area method, which is typically used for commercial applications. Staff recommends ordering a special benefit consultation report for this project to verify the proposed assessment amount will not exceed the benefit to the properties. If the report concludes the benefit to the properties is less than the proposed preliminary assessment rate, Staff will then propose to lower the assessment rate accordingly during the Assessment Hearing, which is proposed for October 8, 2019. If the report verifies the assessment rate as proposed is justified, Staff will propose to adopt the final assessment roll using the rate as preliminarily proposed.

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

On August 28, 2018, the City Council adopted Resolution #18-174 accepting the draft Feasibility Report and ordering a public input meeting for the reconstruction of HY-10 Ramsey. Staff conducted a public input meeting on September 13, 2018 with the intent of explaining the proposed improvements, estimated costs, and funding program, including the use of special assessments, but even though meeting notices were mailed to all owners of benefiting properties, which included all properties having access onto street segments proposed to be improved, none of the property owners attended the meeting, or called in advance to discuss the project.

Following the public input meeting, Staff was contacted by two benefiting property owners. Both stated they would be opposed to reconstructing the streets at this time due to the uncertainties associated with the future redevelopment potential. The property owners stated they are fine with the condition of the pavement as is, and asked if the City had received any complaints from other property owners. Staff has not received any such complaints, and believes this development will redevelop within the next 10 to 20 years, and that new streets will be required because of redevelopment. For these reasons, Staff recommends that this project be shelved until such time that it is no longer needed, or until the property owners request that the streets be repaired.

2. INTRODUCTION

2.1 Authorization

The preparation of this report was authorized by the Ramsey City Council on July 11, 2017. This project has been designated as City Improvement Project No. 18-02

2.2 Program Overview

In support of the City's long-term Street Maintenance Program, the entire existing bituminous pavement section will be reconstructed using a full-depth reclamation (FDR) process. The existing bituminous curb is proposed to be replaced by this project.

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

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

In the summer of 2017, City staff evaluated and rated the condition of the pavement along the HY-10 Ramsey street segments. A PASER rating of 2 was determined for 147th Avenue and Ferret Street. A PASER rating of 7 was determined for 146th Avenue, however, as previously noted a portion of this street segment was reconstructed with a temporary bituminous pavement section as part of the Armstrong Interchange project.

2.3 Scope

City of Ramsey Improvement Project 18-02 proposes to reconstruct the existing bituminous pavement using the FDR process, and to complete other appurtenant work on 146th Avenue from Ferret Street to its termini cul-de-sac, 147th Avenue from 380 feet west of Armstrong Boulevard to Ferret Street, and Ferret Street from 146th Avenue to its termini cul-de-sac which totals approximately 1,400 feet (0.27 miles) in length.

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

3. EXISTING CONDITIONS

3.1 Existing Pavement and Soil Conditions

All streets proposed to be improved were constructed in 1988 with bituminous pavement, class 5 aggregate base, bituminous curb, and bituminous curb cuts for storm runoff. The streets were constructed to a width of 40-feet from face-of-curb to face-of-curb. The streets are generally centered within a 66-foot wide right-of-way.

The only pavement maintenance treatments applied to the street segments included crack sealing and seal coating in 1994 and 2001. Spot patching has been performed on an as-needed basis, and has been a yearly treatment recently. In 2017, Staff observed a PASER rating of 2 on 147th Avenue and Ferret Street, and a PASER rating of 7 on 146th Avenue.

In June 2018 traffic counts were taken on 147th Avenue, a traffic volume of 147 average annual daily traffic (AADT) was recorded. Ferret Street and 146th Avenue would be expected to have similar traffic volumes. The only access to these street segments is Armstrong Boulevard. Five of the parcels have active uses. The speed limit is 30 mph for these street segments.

Based on extensive geotechnical exploration of adjacent projects and staff knowledge of the general area, groundwater is not anticipated to be a significant issue for work completed with this proposed project.

In 2017, Braun Intertec was employed to complete a ground penetrating radar (GPR) analysis for the project area, which included driving a GPR equipped vehicle throughout all street segments within the project area. A summary table and charts of the GPR Analysis are attached in ***Appendix C***. The GPR data determined an average bituminous pavement thickness of 2.9 inches, and an average aggregate base thickness of 9.7 inches. The average street pavement and base section thickness is therefore 12.6 inches, with a minimum section of 7.5 inches located on 147th Avenue, 160 feet east of Ferret Street.

3.2 Watermain

Watermain was installed along 147th Avenue up to the beginning of the proposed improvements in 2012 as part of the Sunwood Drive re-alignment project. The existing watermain is believed to be in good condition and no repairs are anticipated to be required as part of this project. However, Staff plans to leak test the watermain during development of plans and specifications.

3.3 Sanitary Sewer

Sanitary sewer was installed under Armstrong Boulevard in City-owned right-of-way east of the 146th Avenue temporary cul-de-sac as part of the Armstrong Boulevard Interchange project in 2015. The existing sanitary sewer is believed to be in good condition and no repairs are anticipated to be required as part of this project. However, Staff plans to televise the sewer during development of plans and specifications.

3.4 Storm Sewer/Drainage

Storm sewer was installed along 147th Avenue up to the beginning of the proposed improvements in 2012 as part of the Sunwood Drive re-alignment project. Currently storm water runoff drains off of the two existing cul-de-sacs to low areas. This storm sewer is believed to be in good condition and no repairs are anticipated to be required as part of this project. However, Staff plans to televise the sewer during development of plans and specifications.

3.5 Streets

3.5.1 Existing Typical Sections

The width of 146th Avenue, 147th Avenue, and Ferret Street is 40-feet from face-of-curb to face-of-curb. The cul-de-sac on Ferret Street has a 50-foot radius to the back of curb. The streets are generally centered within a 66-foot wide City-owned right-of-way, with a 130-foot wide diameter right-of-way around the cul-de-sac on Ferret Street. The project is proposed to end at the throat of the 46-foot radius temporary cul-de-sac on 146th Avenue.

3.5.2 Maintenance History

HY-10 Ramsey was originally constructed in 1988. 146th Avenue, 147th Avenue, and Ferret Street received crack seal and seal coat in 1994 and 2001. The street segments have regularly received spot patching on an as-needed basis.

3.6 Land Use

The parcels within the construction area are zoned the COR.

4. PROPOSED IMPROVEMENTS

4.1 Street and Stormwater Improvements

4.1.1 Street Improvements

146th Avenue and Ferret Street are proposed to be reconstructed with bituminous pavement and bituminous curb. 147th Avenue is proposed to be reconstructed with bituminous pavement and concrete curb and gutter, which will better facilitate drainage over time.

The proposed surface improvements are shown on ***Figure 1 in Appendix A.***

Street Design:
146th Avenue, 147th Avenue, and Ferret Street are currently urban commercial streets with bituminous curb and pavement, 40 feet wide from face-of-curb to face-of-curb. The cul-de-sac on Ferret Street is 100-feet in diameter from back-of-curb to back-of-curb. Existing and proposed traffic counts are low for typical commercial streets.

All street segments are proposed to be reconstructed at their current width. A typical section for the proposed pavement reconstruction improvements is shown in ***Figure 2*** in ***Appendix A.***

City staff is proposing a pavement section design of 1.5 inches bituminous wear course, 2 inches bituminous base course, and a minimum of 6 inches of aggregate base composed of existing aggregate base and FDR reclaim material. This pavement section would be constructed over the existing subgrade and/or aggregate base after it is reshaped and compacted.

4.1.2 Storm Sewer Improvements

The existing storm sewer system does not include storm sewer pipe. Storm sewer pipe will be extended west along 147th Avenue for future connection to the existing system. No stormwater treatment improvements are required for this project since the streets are proposed to be reconstructed at their current widths.

4.1.3 Geotechnical Considerations

Braun Intertec was employed to complete a ground penetrating radar (GPR) analysis for the project area. This determined an average street pavement and base section thickness of 12.6 inches. Based on staff knowledge of the area and several soil borings taken for adjacent projects, City staff proposes completing a full-depth reclamation of the existing pavement resulting in a minimum of 6 inches of aggregate base composed of existing aggregate base and FDR reclaim material, and 3.5-inches of new bituminous pavement. The proposed improvements should have a service life of at least 30-years, assuming maintenance such as overlays, crack sealing and seal coating is routinely performed.

4.1.4 Other Considerations

Future Development:
Several parcels within the improvement area are currently listed for sale, including two City-owned parcels. The Development Review Committee reviewed this project to consider several design alternatives, which included possible roadway and utility extensions. Based on the uncertainty of future development, Staff felt it would be most cost-effective to reconstruct the bituminous pavement to minimum standards and to not extend utilities or upgrade concrete curb and gutter beyond 147th Avenue. Staff also believes it would not be cost-effective to realign streets or connect to other streets in the area at this time considering that several parcels are for sale and redevelopment is likely to occur within the next 10 to 20 years.

Driveways:
Existing driveway aprons may need to be reconstructed to varying degrees. The limits of construction will vary with each driveway apron based on the elevation of the street abutting the driveway and the driveway pavement type. During design, Staff will evaluate the construction limits for each driveway and will incorporate this into the plans, but as with all street reconstruction projects, the exact limits of construction will be determined in the field during construction. Right-of-entry forms will be obtained from private property owners where work is required outside City right-of-ways and easements.

Irrigation Systems:
Developed properties along the project corridor may have private irrigation systems. Staff will notify property owners of pending construction as far in advance as practical to allow them time to move their irrigation systems out of harm's way before work begins.

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

Pavement Corings:
Existing pavement thicknesses have been found to be inconsistent throughout the City. It is now standard practice to have City Staff on-site during pavement installation to insure the proper quantities are being placed. As further conformation, Staff is proposing to collect GPR data or to have pavement corings taken at the conclusion of all reconstruction projects. This is already a requirement on all State Aid projects, and will leave more data on the pavement section for future street maintenance projects.

4.2 Stormwater Treatment

No stormwater retention and/or treatment improvements will be required with this project since the project will not result in the addition of new impervious areas.

4.3 Water Main Improvements

Trunk watermain is proposed to be extended from mid-block 147th Avenue, through the intersection of 147th Avenue and Ferret Street. This segment of 147th Avenue is being constructed with concrete curb and gutter, and extending the watermain with this improvement will than not require 147th Avenue to be disturbed with future development. A hydrant will be added at the west end of 147th Avenue for flushing purposes.

4.4 Sanitary Sewer Improvements

No sanitary sewer improvements are proposed with this project.

4.5 Construction Methods

The existing bituminous pavement section will be reconstructed using the FDR process previously outlined within this report.

4.6 Private Utilities

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

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

4.7 Permits

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

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

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

4.8 Right-of-Ways/Easements

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

City Staff will work with private property owners as needed to obtain any required right of entries.

5. FINANCING

5.1 Opinion of Cost

A detailed opinion of probable costs for the proposed improvements can be found in ***Appendix B*** of this report. The opinion of probable costs incorporates anticipated 2019 construction costs for the proposed improvements with 10-percent contingency costs, plus 23-percent indirect costs for administrative, engineering, financing and legal costs.

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

5.2 Funding

5.2.1 Assessments

The City's adopted Special Assessments Policy allows special assessments to be levied against all benefitting properties in an amount not to exceed 25% of eligible street reconstruction costs. Eligible costs include costs required to reconstruct the street at its current width, and to reconstruct the pavement without increasing its structural capacity. Benefitting properties are considered to be any developable parcel that has, or has the ability to create, one or more direct accesses onto the segment of 146th Avenue, 147th Avenue or Ferret Street being reconstructed. A total of 9 benefitting properties have been identified for this project. The Preliminary Assessment Map and Roll are included in ***Appendix B***.

The engineer's opinion of probable costs for eligible assessment costs totals $287,646.45. Assessable industrial parcels are preliminarily proposed to be assessed for up to 25 percent of eligible project costs, which totals $61,496.39. Assessment terms are proposed at ten years. Interest rates are proposed at two percent above the bond interest rate.

The "area" method of assessment as identified in the City of Ramsey's Special Assessments Policy was applied to assign preliminary assessment amounts for this project. State Statute and the City Charter do not allow for assessments to exceed benefit to the property. Therefore, Staff wants to ensure all assessments applied with this project will not exceed the benefit to assessed properties. Staff therefore recommends ordering a benefit appraisal consultation report for this project in accordance with the City's Special Assessments Policy at the time a construction contract is awarded.

5.2.2 City Contribution

The City contribution to the project would include all funding in excess of the amount collected through special assessments to benefiting properties. No funds have been budgeted for this project. The City's share of eligible project costs related to surface (street) improvements is proposed to come from the previously encumbered 5-year Street Reconstruction and Overlay Program bonds. Water and Stormwater Utility Funds are proposed to pay for all utility improvements.

Table 1 illustrates the proposed project funding based on the design proposed within this report. This funding program assumes construction will occur in 2019.

TABLE 1
Proposed Project Funding

	ASSESSMENTS	CITY FUNDS	TOTAL
Surface	**$ 61,496.39**	**$ 175,493.40**	**$ 236,989.79**
Storm Sewer	**--**	**$ 19,894.85**	**$ 19,894.85**
Water Main	**--**	**$ 30,761.81**	**$ 30,761.81**
TOTALS	**$ 61,496.39**	**$ 226,150.06**	**$ 287,646.45**

Total Project Cost		**$ 287,646.45**
Less Special Assessments	-	$ 61,496.39
Subtotal	=	**$ 226,150.06**
Less City Bonding Funds	-	$ 175,493.40
Subtotal	=	**$ 50,656.66**
Less Stormwater Utility Funds	-	$ 19,894.85
Subtotal	=	**$30,761.81**
Less Water Main Utility Funds	-	$30,761.81
TOTAL Remaining Cost	=	**$0**

6. PROJECT SCHEDULE

The proposed project schedule is as follows:

Council Orders Feasibility Report ..... July 11, 2017

Council Reviews Feasibility Report/Orders Public Informational Meeting..... August 28, 2018

Staff Conducts Public Information Meeting ..... September 13, 2018

Council Accepts Feasibility Report/Orders Public Hearing ..... September 25, 2018

Council Conducts Public Hearing/Orders Plans and Specifications..... October 9, 2018

Staff Conducts Private Utility Coordination Meeting ..... November, 2018

Council Approves Plans and Specifications / Authorizes Ad for Bids..... January 22, 2019

Staff Receives Bids ..... February 20, 2019

Council Awards Contract..... February 26, 2019

Contractor Begins Construction..... May, 2019

Contractor Completes Construction..... August 30, 2019

Council Orders Assessment Hearing ..... September 10, 2019

Council Conducts Assessment Hearing ..... October 8, 2019

7. CONCLUSIONS AND RECOMMENDATIONS

City of Ramsey Improvement Project No. 18-02 proposes to reconstruct the bituminous pavement section, to remove the existing bituminous curb and replace it with a combination of B618 concrete curb and gutter and bituminous curb, and to complete miscellaneous appurtenant work on the following street segments within the HY-10 Ramsey commercial subdivision:

1. 146th Avenue (approx. 230 linear feet) – Ferret Street to bulb of east cul-de-sac.
2. 147th Avenue (approx. 190 linear feet) – Ferret Street to 180 feet west of Armstrong Boulevard.
3. Ferret Street (approx. 900 linear feet) – 146th Avenue to north cul-de-sac.

It is the recommendation of City staff that City Project No. 18-02 is feasible, necessary, and cost-effective from an engineering standpoint, and this project would best be constructed as a stand-alone project as proposed herein.

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

1. Staff recommends shelving the project until such time that it is no longer needed, or until the property owners request that the streets be repaired.

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

1. Adopt Resolution #18-217 accepting this Feasibility Report, but shelving the project until such time that it is no longer needed, or until the property owners request that the streets be repaired.

APPENDIX A

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

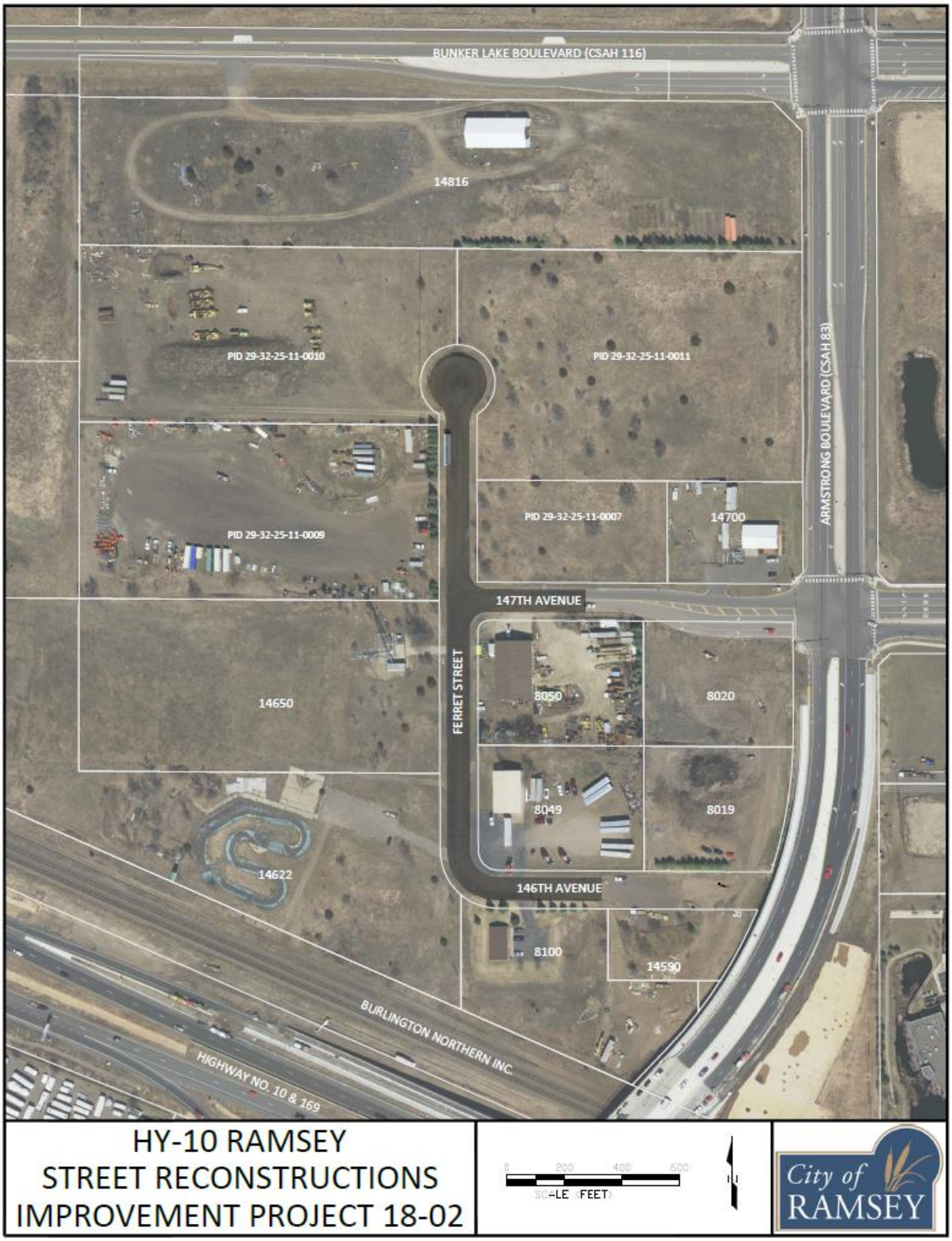


FIGURE 1
PROJECT SCOPE

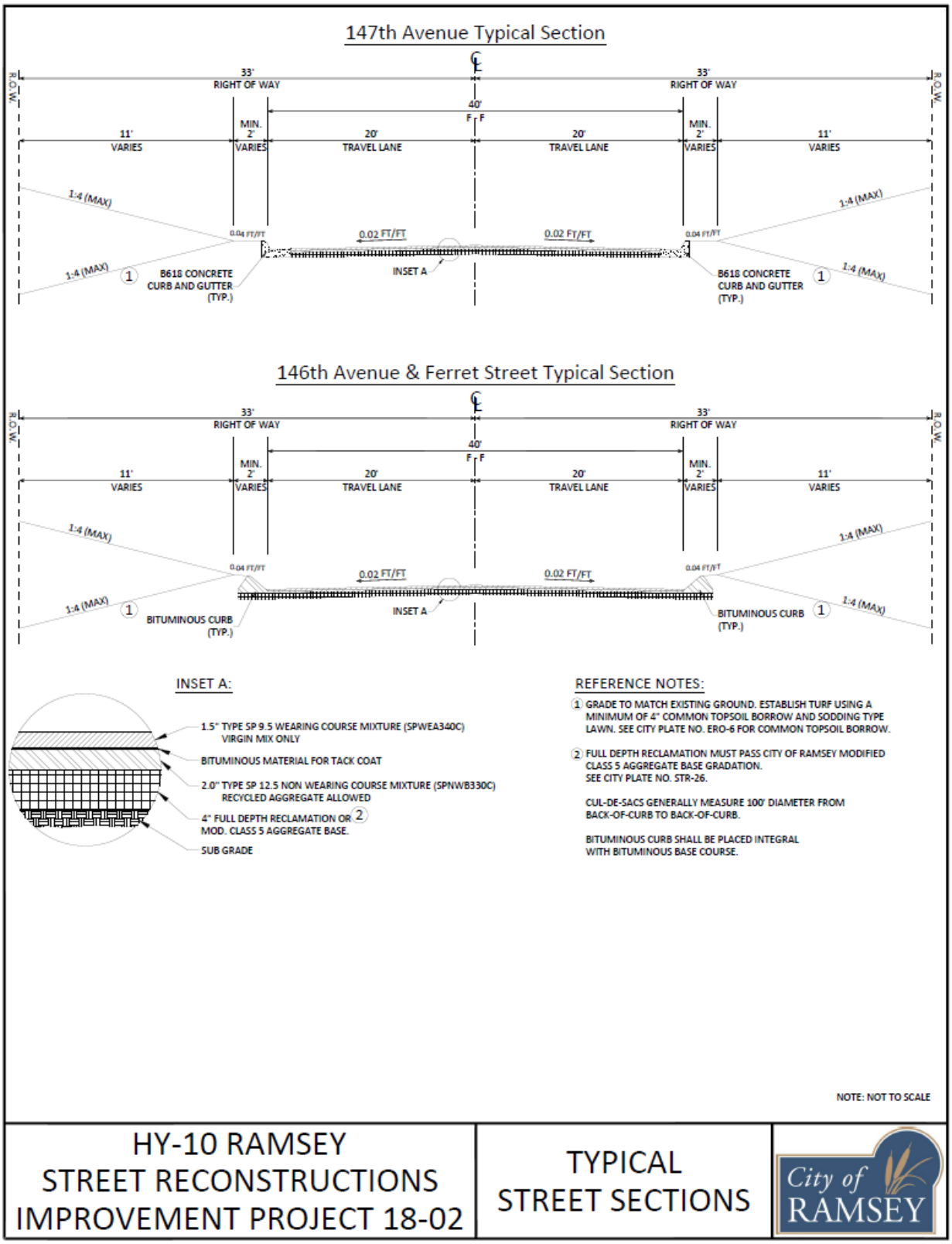


FIGURE 2
TYPICAL SECTIONS – PROPOSED IMPROVEMENTS

PROJECT SITE PICTURES



1: 146th Avenue from Ferret Street



2: Ferret Street from 146th Avenue



3: Ferret Street from north cul-de-sac



4: **147th Avenue from Ferret Street**

APPENDIX B

Opinion of Probable Costs
Preliminary Assessment Map
Preliminary Assessment Roll

18-02 HY-10 RAMSEY STREET RECONSTRUCTIONS					
Preliminary Engineer's Estimate 6/11/2018					
STREET CONSTRUCTION					
Item No.	**Description**	**Unit**	**Estimated Quantity**	**Unit Cost**	**Cost Extension**
1	Mobilization	LS	1	$ 8,000.00	$ 8,000.00
2	Sawing Bituminous Pavement – Full Depth	LF	200	$ 4.00	$ 800.00
3	Common Excavation (EV)	CY	30	$ 30.00	$ 900.00
4	Salvage Topsoil (LV)	CY	100	$ 15.00	$ 1,500.00
5	Subgrade Preparation	RDST	14	$ 225.00	$ 3,150.00
6	Water	MGAL	30	$ 30.00	$ 900.00
7	Aggregate Base Class 5	CY	210	$ 20.00	$ 4,200.00
8	Bituminous Pavement Reclamation – Full Depth	SY	6,505	$ 1.50	$ 9,757.50
9	Haul Bit Pavement Reclamation (LV)	CY	760	$ 9.00	$ 6,840.00
10	Mill Bituminous Pavement (1.5" Depth)	SY	245	$ 3.00	$ 735.00
11	Bituminous Material for Tack Coat	GAL	450	$ 2.50	$ 1,125.00
12	Type SP 9.5 Wearing Course Mixture (SPWEA340C) (1.5")	TON	550	$ 75.00	$ 41,250.00
13	Type SP 12.5 Non Wearing Course Mixture (SPNWB330C) (2.0")	TON	700	$ 66.00	$ 46,200.00
14	Type SP 9.5 Wearing Course Mixture (SPWEA340C) for Driveways	TON	57	$ 75.00	$ 4,275.00
15	Adjust Valve Box	EA	2	$ 250.00	$ 500.00
16	Adjust Frame and Ring Casting	EA	3	$550.00	$ 1,650.00
17	Concrete Curb & Gutter Design B618	LF	430	$ 22.00	$ 9,460.00
18	Bituminous Curb	LF	2,700	$ 8.00	$ 21,600.00
19	Traffic Control	LS	1	$ 2,500.00	$ 2,500.00
20	Silt Fence, Type MS	LF	50	$ 2.50	$ 125.00
21	Storm Drain Inlet Protection	EA	5	$ 150.00	$ 750.00
22	Common Topsoil Borrow (LV)	CY	35	$ 50.00	$ 1,750.00
23	Seeding	ACRE	0.25	$ 5,000.00	$ 1,250.00
24	Erosion Control Blankets Category III	SY	1,100	$ 2.00	$ 2,200.00
				Total Street Construction Cost	*$ 171,417.50*
				10% Contingency Cost	*$ 17,141.75*
				23% Indirect Cost	*$ 43,368.68*
				Total Street Project Cost	*$ 231,927.88*
WATERMAIN CONSTRUCTION					
Item No.	**Description**	**Unit**	**Estimated Quantity**	**Unit Cost**	**Cost Extension**
25	6" Gate Valve & Box	EA	1	$ 1,300.00	$ 1,300.00
26	12" Gate Valve & Box	EA	1	$ 2,000.00	$ 2,000.00
27	F&I Hydrant	EA	1	$ 5,000.00	$ 5,000.00
28	Connect to Existing Watermain	EA	1	$ 1,500.00	$ 1,500.00
29	6" Watermain Ductile Iron Class 53	LF	35	$ 40.00	$ 1,400.00
30	12" Watermain Ductile Iron Class 52	LF	210	$ 50.00	$ 10,500.00
31	Ductile Iron Fittings	LBS	148	$ 7.00	$ 1,036.00
				Total Watermain Construction Cost	*$ 22,736.00*
				10% Contingency Cost	*$ 2,273.60*
				23% Indirect Cost	*$ 5,752.21*
				Total Watermain Project Cost	*$ 30,763.81*
STORM SEWER CONSTRUCTION					
Item No.	**Description**	**Unit**	**Estimated Quantity**	**Unit Cost**	**Cost Extension**
32	Geotextile Fabric Type IV	SY	63	$ 3.50	$ 220.50
33	Concrete Flume	EA	2	$ 200.00	$ 400.00
34	15" RC Pipe Apron with Trash Guard	EA	2	$ 800.00	$ 1,600.00
35	15" RC Pipe Sewer, Design 3006 Class III	LF	340	$ 35.00	$ 11,900.00
35	Construct Drainage Structure Design 48-4020	EA	1	$ 2,125.00	$ 2,125.00
36	F&I Casting Assembly	EA	1	$ 800.00	$ 800.00
37	Random Rip Rap Class III	CY	14	$ 100.00	$ 1,400.00
				Total Storm Sewer Construction Cost	*$ 18,445.50*
				10% Contingency Cost	*$ 1,844.55*
				23% Indirect Cost	*$ 4,666.71*
				Total Storm Sewer Project Cost	*$ 24,956.76*
				TOTAL ESTIMATED PROJECT COST	**$ 287,646.45**

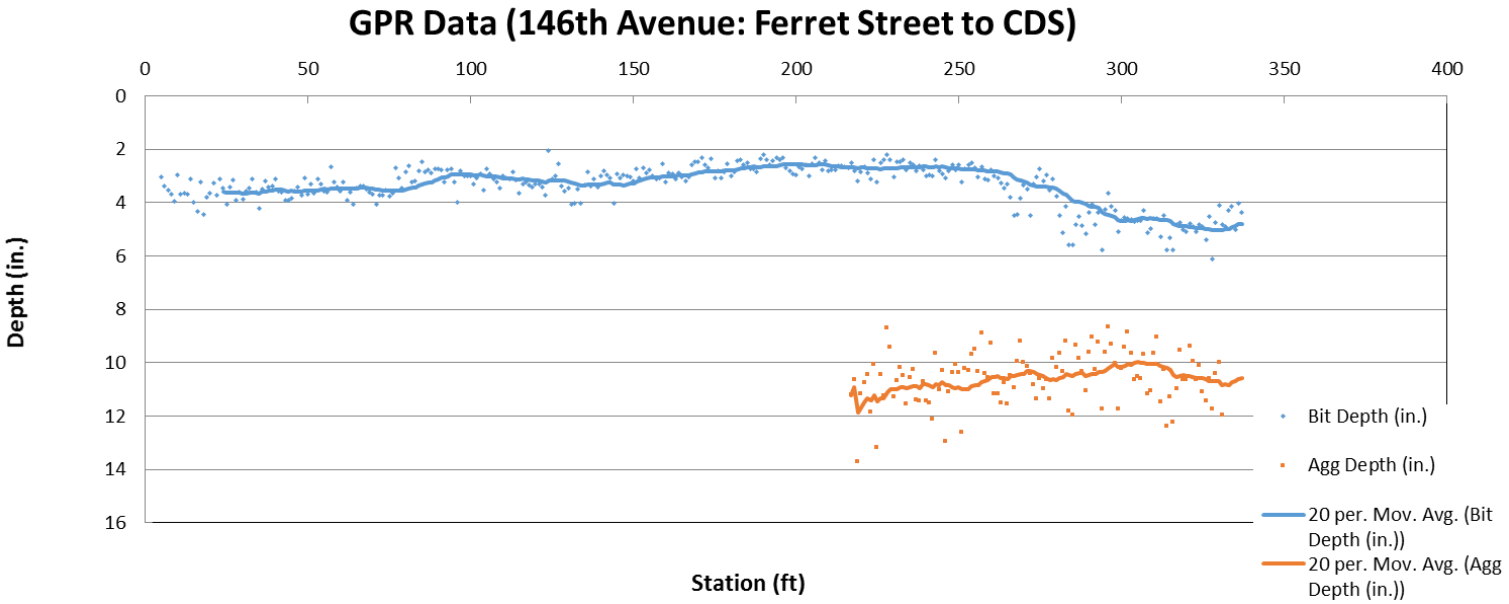

BUNKER LAKE BOULEVARD (CSAH 116)
14816
ARMSTRONG BOULEVARD (CSAH 83)
PID 29-32-25-11-0010
PID 29-32-25-11-0011
PID 29-32-25-11-0009
PID 29-32-25-11-0007
14700
147TH AVENUE
FERRET STREET
14650
8050
8020
8049
8019
14622
146TH AVENUE
8100
14590
BURLINGTON NORTHERN INC
HIGHWAY NO. 10 & 169
HY-10 RAMSEY
ASSESSABLE PROPERTIES
0 300 600 900
SCALE (FEET)
City of RAMSEY

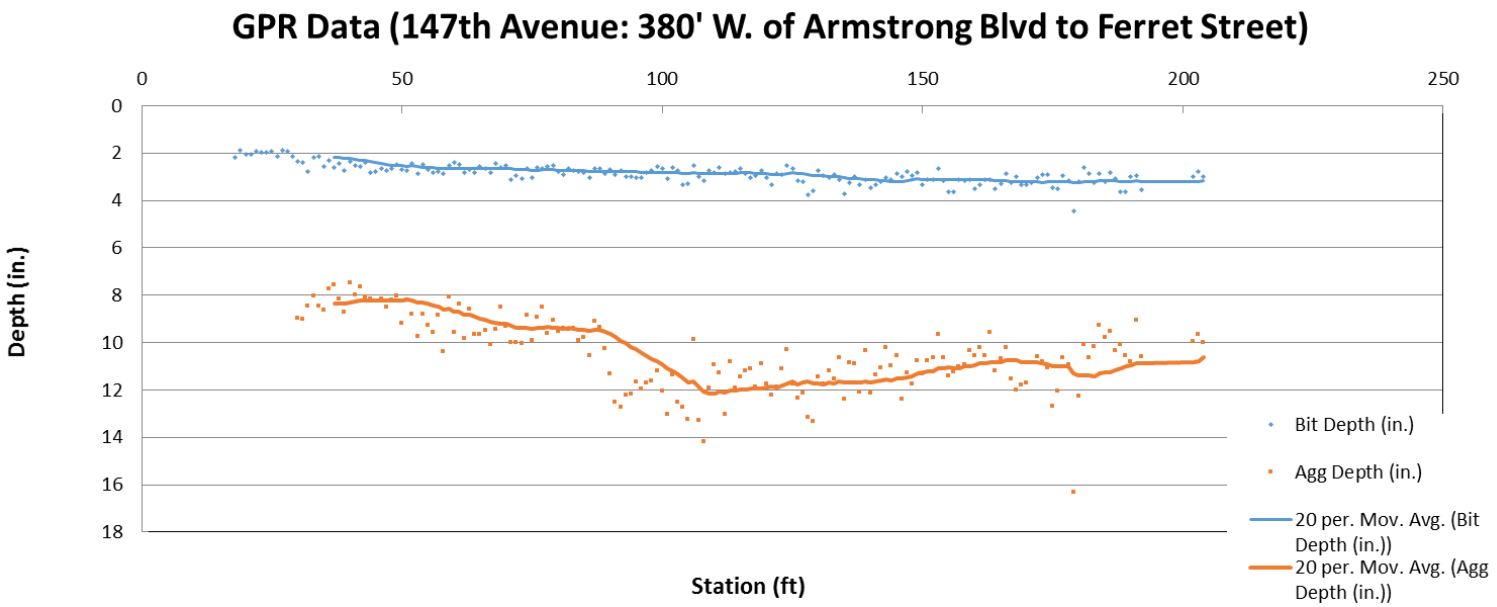
PRELIMINARY ASSESSMENT ROLL - IP #18-02										
PID No.	Property Owner	Property Area (Sq Ft)	Benefitting Area (Sq Ft)	Benefitting Area (%)	Special Assessment ($ / Sq Ft)	Property Address	City	Sate	Zip	Property Area Assessment
293225110007	NATIONAL GROWTH LLC	58,574.92	58,574.92	100	$ 0.0425525000					$ 2,492.51
293225110009	FALLS DON & NYHUSMOEN SIDNEY	191,350.66	191,350.66	100	$ 0.0425525000					$ 8,142.45
293225110010	STANTON TRUSTEE JAMES	194,538.18	194,538.18	100	$ 0.0425525000					$ 8,278.09
293225110011	NATIONAL GROWTH LLC	233,844.74	233,844.74	100	$ 0.0425525000					$ 9,950.68
293225140005	KRH LAND LLC	187,962.50	187,962.50	100	$ 0.0425525000	14650 FERRET ST NW	RAMSEY	MN	55303	$ 7,998.27
293225140008	LEUKAM JOHN	62,496.16	62,496.16	100	$ 0.0425525000	8050 147TH AVE NW	RAMSEY	MN	55303	$ 2,659.37
293225140011	CHALICH PETER	62,341.55	62,341.55	100	$ 0.0425525000	8049 146TH AVE NW	RAMSEY	MN	55303	$ 2,652.79
293225140012	CHALICH PETER	80,718.46	80,718.46	100	$ 0.0425525000	8100 146TH AVE NW	RAMSEY	MN	55303	$ 3,434.77
293225140015	KRH LAND LLC	373,361.48	373,361.48	100	$ 0.0425525000	14622 FERRET ST NW	RAMSEY	MN	55303	$ 15,887.46
	TOTALS	**1,445,188.65**	**1,445,188.65**							**$ 61,496.39**
NOTES:										
1) Area method of assessment applied per City of Ramsey Special Assessments Policy.										
2) Properties abutting project streets with access only onto project streets assessed for 100% of property area.										

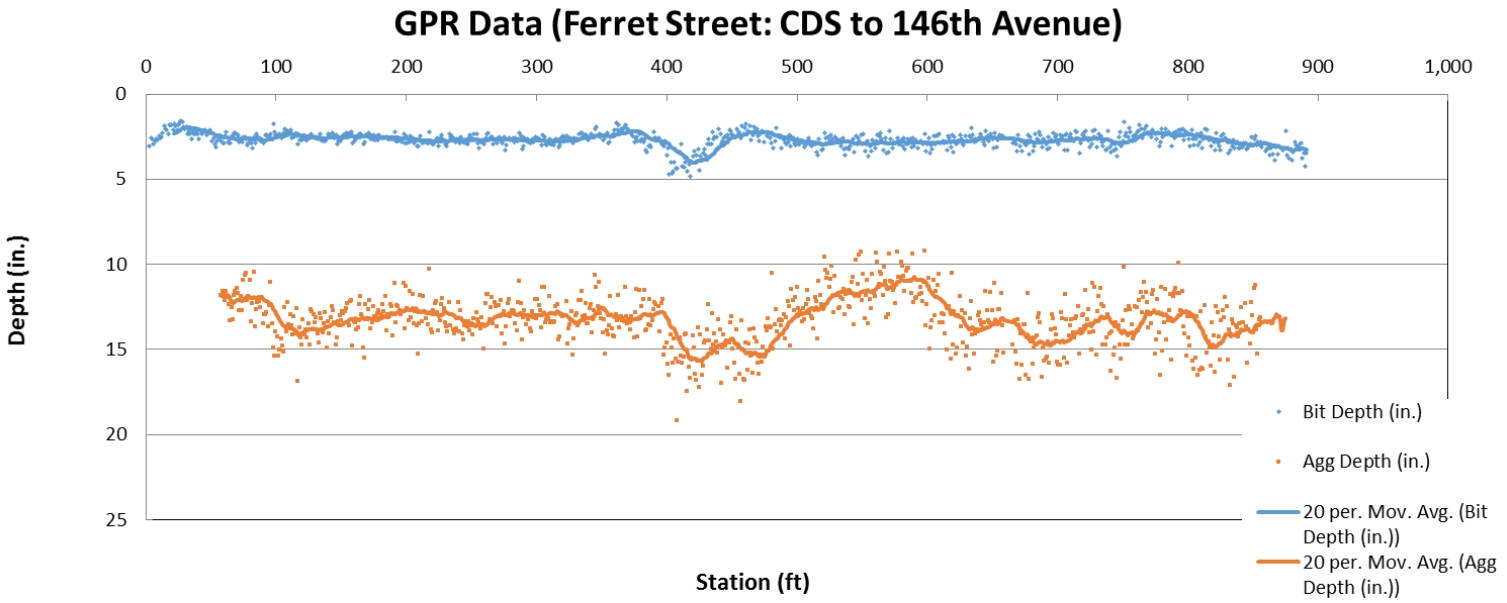
APPENDIX C

Ground Penetrating Radar (GPR) Results

HY-10 Ramsey GPR Summary										
Project Segment		**Pavement**			**Aggregate**			**Section**		
Street	**Segment Description**	**Min**	**Max**	**Avg**	**Min**	**Max**	**Avg**	**Min**	**Avg**	**Location**
146th Avenue	Ferret Street / CDS	2.0	6.1	3.4	4.3	10.5	6.8	8.6	10.6	296’ east of Ferret Street.
147th Avenue	380’ west of Armstrong Blvd. / Ferret Street	1.9	4.5	2.9	5.0	11.9	7.6	7.5	10.5	160’ east of Ferret Street.
Ferret Street	CDS / 146th Avenue	1.6	4.9	2.7	6.6	15.5	10.6	9.3	13.3	250’ north of 146th Avenue
Project Summary		*1.6*	*6.1*	*2.9*	*4.3*	*15.5*	*9.7*	*7.5*	*12.6*	*147th Avenue 160’ east of Ferret Street.*




GPR Data (147th Avenue: 380' W. of Armstrong Blvd to Ferret Street)
Depth (in.)
Station (ft)
Bit Depth (in.)
Agg Depth (in.)
20 per. Mov. Avg. (Bit Depth (in.))
20 per. Mov. Avg. (Agg Depth (in.))


GPR Data (Ferret Street: CDS to 146th Avenue)
Depth (in.)
Station (ft)
Bit Depth (in.)
Agg Depth (in.)
20 per. Mov. Avg. (Bit Depth (in.))
20 per. Mov. Avg. (Agg Depth (in.))

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

CC Regular Session **7. 7.**

Meeting Date: 10/23/2018

By: Bruce Westby, Engineering/Public Works

Information

Title:

Adopt Resolution #18-219 Accepting Feasibility Report and Ordering Public Hearing for Improvement Project #19-01, Ford Brook Estates Street Reconstructions

Purpose/Background:

Purpose:

The purpose of this case is to consider adopting Resolution #18-219 accepting the Feasibility Report and ordering a Public Hearing for Improvement Project #19-01, Ford Brook Estates Street Reconstructions.

Background:

City Improvement Project No. 19-01 proposes to reconstruct streets within the Ford Brook Estates neighborhood including 180th Lane and Krypton Street. The streets total approximately 860 linear feet (0.16 miles) in length. A map showing the location and scope of the proposed improvements is included as ***Figure 1*** in ***Appendix A*** in the attached Feasibility Report.

The streets were constructed in 1981 as rural sections with bituminous pavement to a width of 24 feet, and are generally centered within a 66-foot wide right-of-way.

The storm sewer system consists of ditches along both sides of the road within the right-of-way and drainage and utility easements. Storm runoff collects in the ditch along TH 47 and is carried north to Ford Brook.

The existing bituminous pavement section ranges from 1.2 to 6.4 inches thick, with a median thickness of 4.3 inches, and the aggregate base ranges from 2.4 to 6.8 inches thick, with a median thickness of 4.1 inches. This was determined from Ground Penetrating Radar (GPR) analysis performed by Braun Intertec in 2017, as well as from field observations and record plan documents. Copies of Braun Intertec's GPR results are attached in ***Appendix C***. The pavement section was built on silty sand and lean clay subgrade materials generally not considered ideal for pavement support.

City Staff evaluates and rates the condition of pavement sections on all City streets on an annual basis using the Pavement Surface Evaluation and Rating (PASER) system. In the summer of 2018, the pavement section of the above referenced street segments were rated with a PASER rating of 2 which indicates these streets require complete reconstruction. City staff patch the streets at least once per year, particularly before winter so the streets can be plowed without further damaging the pavement in the process. Pictures of the streets are located in ***Appendix A*** in the attached Feasibility Report.

Proposed improvements include removing the existing bituminous pavement and aggregate base along with 2 feet of the unsuitable subgrade material. Two (2) feet of select granular sand will then be placed over geotextile fabric, with drain tile added at the low points, followed by 4 inches of aggregate base, and 3.5 inches of bituminous

pavement, generally meeting the City of Ramsey's standard pavement design.

Existing ditches will require re-grading due to the soil corrections for residential streets, however, driveway culverts are not anticipated to be affected by this project. Drain tile will be added to properly drain the soil corrections. No other storm sewer improvements are proposed with this project.

The engineer's opinion of probable costs for completing the proposed improvements outlined in this report is $239,464.57. Estimated costs include 5-percent contingency costs plus 23-percent indirect costs for administrative, engineering, finance and legal costs. A summary of the engineer's opinion of probably costs is included in ***Appendix B*** in the attached Feasibility Report.

A total of 8 assessable parcels have been identified. Staff recommends applying 25-percent of the eligible project costs equally across the 8 assessable properties using the "per lot" assessment method. Eligible project costs include everything except subgrade correction costs. This results in a proposed preliminary assessment rate of $3,919.90 per assessable parcel.

Staff recommends ordering a special benefit consultation report for this project to verify the proposed assessment amount will not exceed the benefit to the properties. If the report concludes the benefit to the properties is less than the proposed preliminary assessment rate, Staff will then propose to lower the assessment rate accordingly during the Assessment Hearing, which is scheduled for October 8, 2019. If the report verifies the assessment rate as proposed is justified, Staff will propose to adopt the final assessment roll using the rate as preliminarily proposed.

Two (2) soil borings were completed by Braun Intertec to assist with the preparation of this report. Pavement design recommendations were offered by Braun Intertec, and Staff considered and incorporated Braun's recommendations to varying degrees while preparing this report. Ground Penetrating Radar (GPR) was conducted on all street segments within the project. The GPR identifies existing bituminous pavement and aggregate base thicknesses, and is used to help Staff determine the appropriate treatment. Copies of Braun Intertec's GPR results and Geotechnical Exploration are attached in ***Appendix C*** in the attached Feasibility Report.

This improvement project, which is listed in the City's current 10-year Capital Improvement Plan, is proposed to be funded using a combination of special assessments to benefiting properties, street reconstruction bond proceeds, and storm sewer funds.

Staff has not yet discussed the proposed improvements with local property owners. However, Staff has scheduled a neighborhood information meeting for November 8, 2018 for the purpose of explaining the proposed improvements and assessments in more detail, and to gather public input on the project, including any information which should be explored in more detail during development of plans and specifications. Staff will incorporate comments and present this information to Council during the Public Hearing on November 13, 2018.

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

Notification:

Upon Council approval, Staff will publish the Public Hearing Notice in the Anoka Union Herald on October 26 and November 2, 2018. Staff will also mail Public Hearing Notices to the owners of all benefiting properties.

Observations/Alternatives:

Observations:

If these streets are not reconstructed in 2019, they would need to be added to the next 5-year SROP to allow reconstruction between 2020 and 2024 instead. However, this would reduce the amount of pavement maintenance work that can be completed in 2019 since no new streets can be added to the current 5-year SROP, which is attached for reference. This is the final year of the 2015 - 2019 Street Reconstruction and Overlay Program (SROP).

Developed properties along the project corridor may have private irrigation systems. Impacts to these systems may

occur during construction. Staff will notify property owners in writing of the pending construction as far in advance of construction as possible to allow them time to move their irrigation system components out of the construction area, after which they may replace the components in their original locations.

Following Council approval to order the Public Hearing, Staff will initiate survey work on site to allow this information to be collected before it snows.

Alternatives:
Alternative #1 – Motion to adopt Resolution #18-219 accepting the Feasibility Report and ordering a Public Hearing on November 13, 2018, for Improvement Project #19-01, Ford Brook Estates Street Reconstructions.

Alternative #2 – Motion denying adoption of Resolution #18-219 at this time.

Funding Source:
The Feasibility Report was completed in-house as part of Staff's normal duties.

Per the attached Feasibility Report, the engineer's opinion of probable project costs is $239,464.57. Staff proposes to fund the proposed improvements using a combination of special assessments to benefiting properties, street reconstruction bond funds, and stormwater utility funds, as needed.

A total of 8 residential parcels will benefit from the proposed improvements and are preliminarily proposed to be assessed for 25-percent of eligible project costs which totals $31,359.20. Subgrade correction costs are not eligible for assessments and are paid 100% by the City. This equates to preliminary assessments of $3,919.90 per parcel. The City will fund the remaining project costs, which totals $208,105.37. The City's costs will be funded using Street Reconstruction and Overlay Program bond funds, as well as a small amount of Stormwater Utility Funds.

Recommendation:
Staff recommends Alternative #1. This will allow the project to be constructed as part of the 2019 Street Maintenance Program, and will allow for the use of special assessments to pay for a portion of the project costs per the applicable provisions of the City Charter, the City's Special Assessments Policy, and Minnesota Statute, Chapter 429.

Action:
Motion to adopt Resolution #18-219 accepting the Feasibility Report and ordering a Public Hearing on November 13, 2018, for Improvement Project #19-01, Ford Brook Estates Street Reconstructions.

Attachments

Resolution 18-219
MSS Chap 429
Charter Chap 8
Spec Assessment Policy
5 Year SROP
IP1901 Feasibility Report

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	10/18/2018 04:47 PM
Form Started By: Bruce Westby		Started On: 10/16/2018 08:35 AM
Final Approval Date: 10/18/2018		

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

RESOLUTION #18-219

RESOLUTION ACCEPTING FEASIBILITY REPORT AND ORDERING PUBLIC HEARING FOR IMPROVEMENT PROJECT #19-01, FORD BROOK ESTATES STREET RECONSTRUCTIONS

WHEREAS, pursuant to a resolution of the City Council adopted August 28, 2018, a Feasibility Report has been prepared by the City Engineer with reference to proposed improvements to approximately 0.16 miles of streets within the Ford Brook Estates development including 180th Lane from Highway 47/Saint Francis Boulevard to Krypton Street, and Krypton Street from 180th Lane to its termini cul-de-sac, including the reconstruction of streets and other appurtenant work; and

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

WHEREAS, the City Council received the Feasibility Report on October 23, 2018; and

WHEREAS, the Feasibility Report provides information regarding whether the proposed project is necessary, cost-effective and feasible; whether the improvements should be made as proposed or in conjunction with some other improvement; the estimated cost of the improvements as recommended; and a description of the methodology used to calculate individual assessments for benefitted properties.

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

1) The Council will consider the proposed improvements for said streets in accordance with the Feasibility Report and the assessment of benefiting properties for all or a portion of the cost of the improvements pursuant to Minnesota Statues, Chapter 429, the City Charter, and the City's adopted Special Assessments Policy, at an estimated total cost of $239,464.57.

2) A Public Hearing will be held on such improvements on the 13th day of November, 2018 in the Council Chambers of City Hall at 7:00 p.m., and the Clerk shall give mailed and published notice of such hearing and improvements as required by law.

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

and the following voted against the same:

and the following abstained:

and the following were absent:

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

_____
Mayor

ATTEST:

_____
City Clerk

CHAPTER 429

LOCAL IMPROVEMENTS, SPECIAL ASSESSMENTS

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

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

429.011 DEFINITIONS.

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

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

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

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

(2) a county in the case of construction, reconstruction, or improvement of a county highway as defined in section 160.02 including curbs and gutters and storm sewers;

(3) a county exercising its powers and duties under section 444.075, subdivision 1;

(4) a county for expenses not paid for under section 403.113, subdivision 3, paragraph (b), clause (3);

(5) a county in the case of the abatement of nuisances; and

(6) a county operating an energy improvements financing program under section 216C.436 or 216C.437.

Subd. 2b. **Municipality; certain towns.** "Municipality" also includes any town not having the powers granted herein pursuant to any other law in the case of construction, reconstruction or improvement of a town road including curbs and gutters and storm sewers and in the case of those improvements designated in section 429.021, subdivision 1, clauses (1), (2), (4), (5), (6), (7), (8), and (10).

Subd. 3. **Council.** "Council" means the body of the city having general legislative powers, the town board of the town, or the county board of a county.

Subd. 4. **Clerk.** "Clerk" means the chief clerical officer of the municipality.

Subd. 5. **Improvement.** "Improvement" means any type of improvement made under authority granted by section 429.021, and in the case of a county is limited to the construction, reconstruction, or improvement of a county state-aid highway or county highway including curbs and gutters and storm sewers, and to the purchase, installation, or maintenance of signs, posts, and markers for addressing related to the operation of enhanced 911 telephone service.

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Subd. 6. **Newspaper.** "Newspaper" means the official newspaper of the municipality, or if there is no official newspaper, a legal newspaper of general circulation in the municipality.

Subd. 7. **Street.** "Street" means any street, alley, or other public way, or any part thereof.

Subd. 8. **Utilities commission.** "Utilities commission" means the municipal board or commission, other than the council, which exercises any authority or control over the operation of any municipally owned public utility.

Subd. 9. **Pedestrian skyway system.** "Pedestrian skyway system" means any system of providing for pedestrian traffic circulation, mechanical or otherwise, elevated above ground, within and without the public right-of-way, and through or above private property and buildings, and includes overpasses, bridges, passageways, walkways, concourses, hallways, corridors, arcades, courts, plazas, elevators, escalators, heated canopies, and accesses and all fixtures, furniture, equipment, facilities, services, and appurtenances which in the judgment of the council will enhance the movement, safety, security, convenience and enjoyment of pedestrians and benefit the city and adjoining properties.

Subd. 10. **Underground pedestrian concourse.** "Underground pedestrian concourse" means any system of providing for pedestrian traffic circulation, mechanical or otherwise, below ground, within and without the public right-of-way, and through or below private property, and includes tunnels, passageways, walkways, concourses, hallways, corridors, arcades, plazas, elevators, escalators, heated canopies, and accesses and all fixtures, furniture, equipment, facilities, and appurtenances which in the judgment of the council will enhance the movement, safety, security, convenience and enjoyment of pedestrians and benefit the city and adjoining properties.

Subd. 11. **Special lighting system.** "Special lighting system" means lights or light displays of any type located within or without the public right-of-way.

Subd. 12. **Acquire.** "Acquire" includes, but is not limited to, the obtaining by purchase, condemnation, or leasing rights or interests in the areas above or below the surface of the ground of real property or structures or improvements thereon.

Subd. 13. **Public mall, plaza, or courtyard.** "Public mall, plaza, or courtyard" means any wholly or partly opened or enclosed public area adjacent to or attached to a wall, fence, commercial structure, hotel, or any other building and designed as a place for passive recreation, public entertainment, exhibition and education, or a pedestrian walk.

Subd. 14. **Fire protection system.** "Fire protection system" means pipes, standpipes, sprinklers, control systems and other devices and equipment installed in or outside a building for the primary purpose of eliminating or reducing the spread of fire in the building or providing for safe evacuation of the building, whether the devices and equipment are publicly or privately owned.

Subd. 15. **Highway sound barriers.** "Highway sound barriers" means sound abatement walls erected along highways to reduce noise levels attributable to vehicular traffic.

Subd. 16. **On-site water contaminant improvements.** "On-site water contaminant improvements" means pipes, wells, and other devices and equipment installed in or outside a building for the primary purpose of eliminating water contamination caused by lead or other toxic or health threatening substances in the water, whether the improvements so installed are publicly or privately owned.

History: *1953 c 398 s 1; 1961 c 338 s 1; 1969 c 741 s 1-3; 1971 c 617 s 1-4; 1973 c 123 art 5 s 7; 1973 c 636 s 1; 1973 c 702 s 22; 1974 c 233 s 1; 1976 c 147 s 1; 1978 c 634 s 1,2; 1979 c 330 s 1; 1983 c 9 s 1;*

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1984 c 478 s 1; 1984 c 591 s 1; 1986 c 315 s 1; 1987 c 138 s 1; 1988 c 564 s 1; 1994 c 614 s 5; 2000 c 490 art 5 s 29,30; 2009 c 88 art 2 s 31; 2010 c 389 art 7 s 4; 2018 c 155 s 34

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

429.021 LOCAL IMPROVEMENTS, COUNCIL POWERS.

Subdivision 1. **Improvements authorized.** The council of a municipality shall have power to make the following improvements:

(1) To acquire, open, and widen any street, and to improve the same by constructing, reconstructing, and maintaining sidewalks, pavement, gutters, curbs, and vehicle parking strips of any material, or by grading, graveling, oiling, or otherwise improving the same, including the beautification thereof and including storm sewers or other street drainage and connections from sewer, water, or similar mains to curb lines.

(2) To acquire, develop, construct, reconstruct, extend, and maintain storm and sanitary sewers and systems, including outlets, holding areas and ponds, treatment plants, pumps, lift stations, service connections, and other appurtenances of a sewer system, within and without the corporate limits.

(3) To construct, reconstruct, extend, and maintain steam heating mains.

(4) To install, replace, extend, and maintain street lights and street lighting systems and special lighting systems.

(5) To acquire, improve, construct, reconstruct, extend, and maintain water works systems, including mains, valves, hydrants, service connections, wells, pumps, reservoirs, tanks, treatment plants, and other appurtenances of a water works system, within and without the corporate limits.

(6) To acquire, improve and equip parks, open space areas, playgrounds, and recreational facilities within or without the corporate limits.

(7) To plant trees on streets and provide for their trimming, care, and removal.

(8) To abate nuisances and to drain swamps, marshes, and ponds on public or private property and to fill the same.

(9) To construct, reconstruct, extend, and maintain dikes and other flood control works.

(10) To construct, reconstruct, extend, and maintain retaining walls and area walls.

(11) To acquire, construct, reconstruct, improve, alter, extend, operate, maintain, and promote a pedestrian skyway system. Such improvement may be made upon a petition pursuant to section 429.031, subdivision 3.

(12) To acquire, construct, reconstruct, extend, operate, maintain, and promote underground pedestrian concourses.

(13) To acquire, construct, improve, alter, extend, operate, maintain, and promote public malls, plazas or courtyards.

(14) To construct, reconstruct, extend, and maintain district heating systems.

(15) To construct, reconstruct, alter, extend, operate, maintain, and promote fire protection systems in existing buildings, but only upon a petition pursuant to section 429.031, subdivision 3.

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(16) To acquire, construct, reconstruct, improve, alter, extend, and maintain highway sound barriers.

(17) To improve, construct, reconstruct, extend, and maintain gas and electric distribution facilities owned by a municipal gas or electric utility.

(18) To purchase, install, and maintain signs, posts, and other markers for addressing related to the operation of enhanced 911 telephone service.

(19) To improve, construct, extend, and maintain facilities for Internet access and other communications purposes, if the council finds that:

(i) the facilities are necessary to make available Internet access or other communications services that are not and will not be available through other providers or the private market in the reasonably foreseeable future; and

(ii) the service to be provided by the facilities will not compete with service provided by private entities.

(20) To assess affected property owners for all or a portion of the costs agreed to with an electric utility, telecommunications carrier, or cable system operator to bury or alter a new or existing distribution system within the public right-of-way that exceeds the utility's design and construction standards, or those set by law, tariff, or franchise, but only upon petition under section 429.031, subdivision 3.

(21) To assess affected property owners for repayment of voluntary energy improvement financings under section 216C.436, subdivision 7, or 216C.437, subdivision 28.

Subd. 2. **Combining improvements.** An improvement on two or more streets or two or more types of improvement in or on the same street or streets or different streets may be included in one proceeding and conducted as one improvement.

Subd. 3. **Relation to charter and other laws.** When any portion of the cost of an improvement is defrayed by special assessments, the procedure prescribed in this chapter shall be followed unless the council determines to proceed under charter provisions; but this chapter does not prescribe the procedure to be followed by a municipality in making improvements financed without the use of special assessments.

If the council determines to proceed under charter provisions for special assessments, such provisions shall be deemed to include a requirement that notices of proposed assessments inform property owners of the procedures they must follow under the charter in order to appeal the assessments to district court. The notices shall also inform property owners of the provisions of sections 435.193 to 435.195 and the existence of any deferment procedure established pursuant thereto in the municipality.

Charter provisions shall also be deemed to require that when the council determines to make any improvement, it shall let the contract for all or part of the work, or order all or part of the work done by day labor or otherwise as may be authorized by the charter, no later than one year after the adoption of the resolution ordering such improvement, unless a different time limit is specifically stated in the resolution ordering the improvement.

History: *1953 c 398 s 2; 1965 c 877 s 1; 1971 c 617 s 5; 1973 c 201 s 1; 1974 c 233 s 2; 1974 c 314 s 1; 1976 c 195 s 1; 1978 c 518 s 1; 1979 c 330 s 2; 1981 c 334 s 5; 1984 c 548 s 4; 1984 c 582 s 3; 1984 c 591 s 2; 1984 c 633 s 2; 1987 c 138 s 2; 1997 c 219 s 5; 2000 c 490 art 5 s 31; 2000 c 493 s 5; 2005 c 67 s 1; 2010 c 216 s 21; 2018 c 155 s 35*

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

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429.031 PRELIMINARY PLANS, HEARINGS.

Subdivision 1. **Preparation of plans, notice of hearing.** (a) Before the municipality awards a contract for an improvement or orders it made by day labor, or before the municipality may assess any portion of the cost of an improvement to be made under a cooperative agreement with the state or another political subdivision for sharing the cost of making the improvement, the council shall hold a public hearing on the proposed improvement following two publications in the newspaper of a notice stating the time and place of the hearing, the general nature of the improvement, the estimated cost, and the area proposed to be assessed. The two publications must be a week apart, and the hearing must be at least three days after the second publication. Not less than ten days before the hearing, notice of the hearing must also be mailed to the owner of each parcel within the area proposed to be assessed and must contain a statement that a reasonable estimate of the impact of the assessment will be available at the hearing, but failure to give mailed notice or any defects in the notice does not invalidate the proceedings. For the purpose of giving mailed notice, owners are those shown as owners on the records of the county auditor or, in any county where tax statements are mailed by the county treasurer, on the records of the county treasurer; but other appropriate records may be used for this purpose. For properties that are tax exempt or subject to taxation on a gross earnings basis and are not listed on the records of the county auditor or the county treasurer, the owners may be ascertained by any practicable means, and mailed notice must be given them as provided in this subdivision.

(b) Before the adoption of a resolution ordering the improvement, the council shall secure from the city engineer or some other competent person of its selection a report advising it in a preliminary way as to whether the proposed improvement is necessary, cost-effective, and feasible and as to whether it should best be made as proposed or in connection with some other improvement. The report must also include the estimated cost of the improvement as recommended. A reasonable estimate of the total amount to be assessed, and a description of the methodology used to calculate individual assessments for affected parcels, must be available at the hearing. No error or omission in the report invalidates the proceeding unless it materially prejudices the interests of an owner.

(c) If the report is not prepared by an employee of a municipality, the compensation for preparing the report under this subdivision must be based on the following factors:

(1) the time and labor required;

(2) the experience and knowledge of the preparer;

(3) the complexity and novelty of the problems involved; and

(4) the extent of the responsibilities assumed.

(d) The compensation must not be based primarily on a percentage of the estimated cost of the improvement.

(e) The council may also take other steps prior to the hearing, including, among other things, the preparation of plans and specifications and the advertisement for bids that will in its judgment provide helpful information in determining the desirability and feasibility of the improvement.

(f) The hearing may be adjourned from time to time, and a resolution ordering the improvement may be adopted at any time within six months after the date of the hearing by vote of a majority of all members of the council when the improvement has been petitioned for by the owners of not less than 35 percent in frontage of the real property abutting on the streets named in the petition as the location of the improvement. When there has been no such petition, the resolution may be adopted only by vote of four-fifths of all members of the council; provided that if the mayor of the municipality is a member of the council but has

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no vote or votes only in case of a tie, the mayor is not deemed to be a member for the purpose of determining a four-fifths majority vote.

(g) The resolution ordering the improvement may reduce, but not increase, the extent of the improvement as stated in the notice of hearing.

Subd. 2. **Approval by park board or utilities commission.** A resolution ordering a park improvement may be adopted only by a four-fifths vote of the council and shall also be approved by the park board, if there is one; provided, that if the mayor of the municipality is a member of the council but has no vote or votes only in case of a tie, the mayor shall not be deemed to be a member for the purpose of determining such four-fifths majority vote. A resolution ordering an improvement of the water, sewer, steam heating, street lighting or other facility over which a utilities commission has jurisdiction shall also be approved by the utilities commission.

Subd. 3. **Petition by all owners.** Whenever all owners of real property abutting upon any street named as the location of any improvement shall petition the council to construct the improvement and to assess the entire cost against their property, the council may, without a public hearing, adopt a resolution determining such fact and ordering the improvement. The validity of the resolution shall not be questioned by any taxpayer or property owner or the municipality unless an action for that purpose is commenced within 30 days after adoption of the resolution as provided in section 429.036. Nothing herein prevents any property owner from questioning the amount or validity of the special assessment against the owner's property pursuant to section 429.081. In the case of a petition for the municipality to own and install a fire protection system, a pedestrian skyway system, or on-site water contaminant improvements, the petition must contain or be accompanied by an undertaking satisfactory to the city by the petitioner that the petitioner will grant the municipality the necessary property interest in the building to permit the city to enter upon the property and the building to construct, maintain, and operate the fire protection system, pedestrian skyway system, or on-site water contaminant improvements. In the case of a petition for the installation of a privately owned fire protection system, a privately owned pedestrian skyway system, or privately owned on-site water contaminant improvements, the petition shall contain the plans and specifications for the improvement, the estimated cost of the improvement and a statement indicating whether the city or the owner will contract for the construction of the improvement. If the owner is contracting for the construction of the improvement, the city shall not approve the petition until it has reviewed and approved the plans, specifications, and cost estimates contained in the petition. The construction cost financed under section 429.091 shall not exceed the amount of the cost estimate contained in the petition. In the case of a petition for the installation of a fire protection system, a pedestrian skyway system, or on-site water contaminant improvements, the petitioner may request abandonment of the improvement at any time after it has been ordered pursuant to subdivision 1 and before contracts have been awarded for the construction of the improvement under section 429.041, subdivision 2. If such a request is received, the city council shall abandon the proceedings but in such case the petitioner shall reimburse the city for any and all expenses incurred by the city in connection with the improvement.

History: *1953 c 398 s 3; 1955 c 811 s 1; 1957 c 430 s 1; 1961 c 525 s 1,2; 1963 c 771 s 1; 1965 c 877 s 2; 1967 c 57 s 1,2; 1973 c 123 art 5 s 7; 1984 c 548 s 5; 1984 c 582 s 4; 1984 c 591 s 3; 1984 c 633 s 3; 1986 c 444; 1994 c 614 s 6; 1996 c 402 s 1; 2000 c 490 art 5 s 32*

429.035 IMPROVEMENTS, PETITION.

When any petition for the making of any improvement in any statutory city, town, or city of the second, third, or fourth class, however organized, for the cost of which special assessments may be, in whole or in part, levied therefor, is presented to the governing body of the municipality, this body shall, by resolution,

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determine whether or not the petition has been signed by the required percentage of owners of property affected thereby.

History: *(1918-33) 1927 c 311 s 1; 1953 c 398 s 12; 1961 c 338 s 2; 1973 c 123 art 5 s 7*

429.036 APPEAL FROM DETERMINATION OF LEGALITY OF PETITION.

Any person, being aggrieved by this determination, may appeal to the district court of the county in which the property is located by serving upon the clerk of the municipality, within 30 days after the adoption and publication of the resolution, a notice of appeal briefly stating the grounds of appeal and giving a bond in the penal sum of $250, in which the municipality shall be named as obligee, to be approved by the clerk of the municipality, conditioned that the appellant will duly prosecute the appeal, pay all costs and disbursements which may be adjudged against the appellant, and abide by the order of the court. The clerk shall furnish the appellant a certified copy of the petition, or any part thereof, on being paid by appellant of the proper charges therefor. The appeal shall be placed upon the calendar of the next general term commencing more than 30 days after the date of serving the notice and filing the bond and shall be tried as are other appeals in such cases. Unless reversed upon the appeal, the determination of the governing body as to the sufficiency of the petition shall be final and conclusive.

History: *(1918-34) 1927 c 311 s 2; 1986 c 444*

429.04 [Repealed, 1953 c 398 s 13]

429.041 COUNCIL PROCEDURE.

Subdivision 1. **Plans and specifications, advertisement for bids.** When the council determines to make any improvement, it shall let the contract for all or part of the work, or order all or part of the work done by day labor or otherwise as authorized by subdivision 2, no later than one year after the adoption of the resolution ordering such improvement, unless a different time limit is specifically stated in the resolution ordering the improvement. The council shall cause plans and specifications of the improvement to be made, or if previously made, to be modified, if necessary, and to be approved and filed with the clerk, and if the estimated cost exceeds the amount in section 471.345, subdivision 3, shall advertise for bids for the improvement in the newspaper or recognized industry trade journal as defined in section 331A.01, subdivision 11, and for such length of time as it may deem advisable. If the estimated cost exceeds twice the amount in section 471.345, subdivision 3, publication shall be made no less than three weeks before the last day for submission of bids once in the newspaper and at least once in either a newspaper published in a city of the first class or a recognized industry trade journal. The advertisement shall specify the work to be done, shall state the time when the bids will be publicly opened for consideration by the council, which shall be not less than ten days after the first publication of the advertisement when the estimated cost is less than twice the amount in section 471.345, subdivision 3, and not less than three weeks after such publication in other cases, and shall state that no bids will be considered unless sealed and filed with the clerk and accompanied by a cash deposit, cashier's check, bid bond, or certified check payable to the clerk, for such percentage of the amount of the bid as the council may specify. In providing for the advertisement for bids the council may direct that the bids shall be opened publicly by two or more designated officers or agents of the municipality and tabulated in advance of the meeting at which they are to be considered by the council. Nothing herein shall prevent the council from advertising separately for various portions of the work involved in an improvement, or from itself, supplying by such means as may be otherwise authorized by law, all or any part of the materials, supplies, or equipment to be used in the improvement or from combining two or more improvements in a single set of plans and specifications or a single contract.

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Subd. 2. **Contracts; day labor.** In contracting for an improvement, the council shall require the execution of one or more written contracts and bonds, conditioned as required by law. The council shall award the contract to the lowest responsible bidder or it may reject all bids. If any bidder to whom a contract is awarded fails to enter promptly into a written contract and to furnish the required bond, the defaulting bidder shall forfeit to the municipality the amount of the defaulter's cash deposit, cashier's check, bid bond, or certified check, and the council may thereupon award the contract to the next lowest responsible bidder. When it appears to the council that the cost of the entire work projected will be less than the amount in section 471.345, subdivision 3, or whenever no bid is submitted after proper advertisement or the only bids submitted are higher than the engineer's estimate, the council may advertise for new bids or, without advertising for bids, directly purchase the materials for the work and do it by the employment of day labor or in any other manner the council considers proper. The council may have the work supervised by the city engineer or other qualified person but shall have the work supervised by a registered engineer if done by day labor and it appears to the council that the entire cost of all work and materials for the improvement will be more than the lowest amount in section 471.345, subdivision 4. In case of improper construction or unreasonable delay in the prosecution of the work by the contractor, the council may order and cause the suspension of the work at any time and relet the contract, or order a reconstruction of any portion of the work improperly done, and where the cost of completion or reconstruction necessary will be less than the amount in section 471.345, subdivision 3, the council may do it by the employment of day labor.

Subd. 2a. **Best value alternative.** As an alternative to the procurement method described in subdivision 2, the council may issue a request for proposals and award the contract to the vendor or contractor offering the best value as described in section 16C.28, subdivision 1, paragraph (a), clause (2), and paragraph (c).

Subd. 3. **Day labor; detailed report.** When the council has performed construction work by day labor, it shall cause a detailed report to be filed with the clerk and certified by the registered engineer or other person in charge, if there is no registered engineer. The report shall show:

(a) the complete cost of the construction;

(b) final quantities of the various units of work done;

(c) materials furnished for the project and the cost of each item thereof;

(d) cost of labor, cost of equipment hired, and supervisory costs.

The report shall have attached a certificate by the registered engineer or other person in charge that the work was done according to the plans and specifications, or, if there were any deviations from them, an itemized statement of those deviations.

Subd. 4. **Alternate procedure on street improvements.** As to any improvement or improvements consisting of grading, graveling, or bituminous surfacing of streets and alleys, the council may proceed in the manner provided in this chapter, except that it may

(1) order the work done by day labor, regardless of the estimated cost of such improvement or improvements,

(2) use municipal equipment or hire equipment and purchase materials for all such improvements to be done by day labor in any 12-month period by advertising once therefor, such advertisement to call for bids for the furnishing of equipment, if the municipality does not use its own equipment, and for materials at unit prices based on the quantities which the council estimates will be required, and

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(3) contract at one time on a unit price basis for part or all of the street improvements to be constructed by the municipality during the current year, including improvements which may thereafter be ordered constructed.

Subd. 5. **Cooperation with state or local government.** When an improvement is made under a cooperative agreement with the state or another political subdivision by the terms of which the state or other subdivision is to construct or contract to construct the improvement, it shall not be necessary to comply with subdivisions 1 and 2.

Subd. 6. **Percentage payment on engineer's estimate.** In case the contractor properly performs the work, the council shall, from month to month before completion of the work, pay the contractor not to exceed 95 percent of the amount already earned under the contract, upon the estimate of the engineer or other competent person selected by the council, and the contract shall so provide, and shall further agree that when the work is 95 percent or more completed upon the recommendation of the engineer such portions of the retained price shall be released as the governing body of the municipality determines are not required to be retained to protect the municipality's interest in satisfactory completion of the contract. Failure to pay any amount due and payable under the terms of the contract within 30 days of a monthly estimate or 90 days after the final estimate of the amount earned shall obligate the municipality to pay to the contractor simple interest on the past due amount at an annual rate equal to the monthly index of long term United States bond yields for the month prior to the month in which this obligation is incurred plus an additional one percent per annum. Interest shall not be imposed with respect to any amount which a municipality may legally withhold as a result of breach of contract or other contractual claim or if the delay is caused by the contractor.

Subd. 7. **Modification of contracts.** After work has been commenced on an improvement undertaken pursuant to a contract awarded on a unit price basis the council may, without advertising for bids, authorize changes in the contract so as to include additional units of work at the same unit price if the cost of the additional work does not exceed 25 percent of the original contract price. Original contract price means that figure determined by multiplying the estimated number of units required by the unit price.

History: *1953 c 398 s 4; 1957 c 430 s 2,3; 1961 c 525 s 3,4; 1973 c 123 art 5 s 7; 1976 c 156 s 1; 1977 c 278 s 1; 1978 c 518 s 2; 1980 c 464 s 8; 1985 c 174 s 3; 1986 c 444; 1993 c 38 s 1,2; 2001 c 5 s 1,2; 2004 c 278 s 6,7; 2007 c 148 art 3 s 25; 2009 c 152 s 18,19; 2013 c 46 s 2*

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

429.051 APPORTIONMENT OF COST.

The cost of any improvement, or any part thereof, may be assessed upon property benefited by the improvement, based upon the benefits received, whether or not the property abuts on the improvement and whether or not any part of the cost of the improvement is paid from the county state-aid highway fund, the municipal state-aid street fund, or the trunk highway fund. The area assessed may be less than but may not exceed the area proposed to be assessed as stated in the notice of hearing on the improvement, except as provided below. The municipality may pay such portion of the cost of the improvement as the council may determine from general ad valorem tax levies or from other revenues or funds of the municipality available for the purpose. The municipality may subsequently reimburse itself for all or any of the portion of the cost of a water, storm sewer, or sanitary sewer improvement so paid by levying additional assessments upon any properties abutting on but not previously assessed for the improvement, on notice and hearing as provided for the assessments initially made. To the extent that such an improvement benefits nonabutting properties which may be served by the improvement when one or more later extensions or improvements are made but which are not initially assessed therefor, the municipality may also reimburse itself by adding all or any

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of the portion of the cost so paid to the assessments levied for any of such later extensions or improvements, provided that notice that such additional amount will be assessed is included in the notice of hearing on the making of such extensions or improvements. The additional assessments herein authorized may be made whether or not the properties assessed were included in the area described in the notice of hearing on the making of the original improvement.

In any city of the fourth class electing to proceed under a home rule charter as provided in this chapter, which charter provides for a board of water commissioners and authorizes such board to assess a water frontage tax to defray the cost of construction of water mains, such board may assess the tax based upon the benefits received and without regard to any charter limitation on the amount that may be assessed for each lineal foot of property abutting on the water main. The water frontage tax shall be imposed according to the procedure and, except as herein provided, subject to the limitations of the charter of the city.

History: *1953 c 398 s 5; 1955 c 842 s 1; 1957 c 40 s 1; 1959 c 490 s 1; 1961 c 286 s 1*

429.052 STREET OR ROAD IMPROVEMENTS OUTSIDE MUNICIPAL BOUNDARIES.

A municipality may construct street or road improvements outside its jurisdiction with the consent of the affected township, or if the property is located in unorganized territory, the county. When property is brought within the corporate limits of the municipality, the municipality may subsequently reimburse itself for all or any portion of the cost of the improvement for which municipal funds have been expended, by levying an assessment upon any property abutting on, but not previously assessed for, the improvement. No assessment may be so levied unless the property to be assessed was given notice and hearing of the improvements under section 429.031 at the time the improvement was ordered, and subsequently in accordance with the notice, hearing, and appeal rights, provided for under sections 429.061 and 429.081.

History: *2005 c 152 art 1 s 12*

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

429.061 ASSESSMENT PROCEDURE.

Subdivision 1. **Calculation, notice.** At any time after the expense incurred or to be incurred in making an improvement shall be calculated under the direction of the council, the council shall determine by resolution the amount of the total expense the municipality will pay, other than the amount, if any, which it will pay as a property owner, and the amount to be assessed. If a county proposes to assess within the boundaries of a city for a county state-aid highway or county highway, including curbs, gutters, and storm sewers, the resolution must include the portion of the cost proposed to be assessed within the city. The county shall forward the resolution to the city and it may not proceed with the assessment procedure nor may the county allocate any cost under this section for property within the city unless the city council adopts the resolution approving the assessment. Thereupon the clerk, with the assistance of the engineer or other qualified person selected by the council, shall calculate the proper amount to be specially assessed for the improvement against every assessable lot, piece or parcel of land, without regard to cash valuation, in accordance with the provisions of section 429.051. The proposed assessment roll shall be filed with the clerk and be open to public inspection. The clerk shall thereupon, under the council's direction, publish notice that the council will meet to consider the proposed assessment. Such notice shall be published in the newspaper at least once and shall be mailed to the owner of each parcel described in the assessment roll. For the purpose of giving mailed notice under this subdivision, owners shall be those shown to be such on the records of the county auditor or, in any county where tax statements are mailed by the county treasurer, on the records of the county treasurer; but other appropriate records may be used for this purpose. Such publication and mailing shall be no less than two weeks prior to such meeting of the council. Except as to the owners of tax-exempt

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property or property taxes on a gross earnings basis, every property owner whose name does not appear on the records of the county auditor or the county treasurer shall be deemed to have waived such mailed notice unless the owner has requested in writing that the county auditor or county treasurer, as the case may be, include the name on the records for such purpose. Such notice shall state the date, time, and place of such meeting, the general nature of the improvement, the area proposed to be assessed, the total amount of the proposed assessment, that the proposed assessment roll is on the file with the clerk, and that written or oral objections thereto by any property owner will be considered. The notice must also state that no appeal may be taken as to the amount of any assessment adopted pursuant to subdivision 2, unless a written objection signed by the affected property owner is filed with the municipal clerk prior to the assessment hearing or presented to the presiding officer at the hearing. The notice shall also state that an owner may appeal an assessment to district court pursuant to section 429.081 by serving notice of the appeal upon the mayor or clerk of the municipality within 30 days after the adoption of the assessment and filing such notice with the district court within ten days after service upon the mayor or clerk. The notice shall also inform property owners of the provisions of sections 435.193 to 435.195 and the existence of any deferment procedure established pursuant thereto in the municipality. In addition, the notice mailed to the owner must state in clear language the following information:

(1) the amount to be specially assessed against that particular lot, piece, or parcel of land;

(2) adoption by the council of the proposed assessment may be taken at the hearing;

(3) the right of the property owner to prepay the entire assessment and the person to whom prepayment must be made;

(4) whether partial prepayment of the assessment has been authorized by ordinance;

(5) the time within which prepayment may be made without the assessment of interest; and

(6) the rate of interest to be accrued if the assessment is not prepaid within the required time period.

Subd. 2. **Adoption; interest.** At such meeting or at any adjournment thereof the council shall hear and pass upon all objections to the proposed assessment, whether presented orally or in writing. The council may amend the proposed assessment as to any parcel and by resolution adopt the same as the special assessment against the lands named in the assessment roll. Notice of any adjournment of the hearing shall be adequate if the minutes of the meeting so adjourned show the time and place when and where the hearing is to be continued.

The council may consider any objection to the amount of a proposed assessment as to a specific parcel of land at an adjourned hearing upon further notice to the affected property owner as it deems advisable. At the adjourned hearing the council or a committee of it may hear further written or oral testimony on behalf of the objecting property owner and may consider further written or oral testimony from appropriate city officials and other witnesses as to the amount of the assessment. The council or committee shall prepare a record of the proceedings at the adjourned hearing and written findings as to the amount of the assessment. The amount of the assessment as finally determined by the council shall become a part of the adopted assessment roll. No appeal may be taken as to the amount of any assessment adopted under this section unless written objection signed by the affected property owner is filed with the municipal clerk prior to the assessment hearing or presented to the presiding officer at the hearing. All objections to the assessments not received at the assessment hearing in the manner prescribed by this subdivision are waived, unless the failure to object at the assessment hearing is due to a reasonable cause.

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If the adopted assessment differs from the proposed assessment as to any particular lot, piece, or parcel of land, the clerk must mail to the owner a notice stating the amount of the adopted assessment. Owners must also be notified by mail of any changes adopted by the council in interest rates or prepayment requirements from those contained in the notice of the proposed assessment.

The assessment, with accruing interest, shall be a lien upon all private and public property included therein, from the date of the resolution adopting the assessment, concurrent with general taxes; but the lien shall not be enforceable against public property as long as it is publicly owned, and during such period the assessment shall be recoverable from the owner of such property only in the manner and to the extent provided in section 435.19. Unless otherwise provided in the resolution, all assessments shall be payable in equal annual installments extending over such period, not exceeding 30 years, as the resolution determines, payable on the first Monday in January in each year, but the number of installments need not be uniform for all assessments included in a single assessment roll if a uniform criterion for determining the number of installments is provided by the resolution. Assessments on property located in a targeted neighborhood as defined in Laws 1987, chapter 386, article 6, section 4, may be payable in variable annual installments if the resolution provides for a variable payment. The first installment of each assessment shall be included in the first tax rolls completed after its adoption and shall be payable in the same year as the taxes contained therein; except that the payment of the first installment of any assessment levied upon unimproved property may be deferred until a designated future year, or until the platting of the property or the construction of improvements thereon, upon such terms and conditions and based upon such standards and criteria as may be provided by resolution of the council. If special assessments against the property have been deferred pursuant to this subdivision, the governmental unit shall record with the county recorder in the county in which the property is located a certificate containing the legal description of the affected property and of the amount deferred. In any event, every assessment the payment of which is so deferred, when it becomes payable, shall be divided into a number of installments such that the last installment thereof will be payable not more than 30 years after the levy of the assessment. All assessments shall bear interest at such rate as the resolution determines. To the first installment of each assessment shall be added interest on the entire assessment from a date specified in the resolution levying the assessment, not earlier than the date of the resolution, until December 31 of the year in which the first installment is payable, and to each subsequent installment shall be added interest for one year on all unpaid installments; or alternatively, any assessment may be made payable in equal annual installments including principal and interest, each in the amount annually required to pay the principal over such period with interest at such rate as the resolution determines, not exceeding the maximum period and rate specified above. In the latter event no prepayment shall be accepted under subdivision 3 without payment of all installments due to and including December 31 of the year of prepayment, together with the original principal amount reduced only by the amounts of principal included in such installments, computed on an annual amortization basis. When payment of an assessment is deferred, as authorized in this subdivision, interest thereon for the period of deferment may be made payable annually at the same times as the principal installments of the assessment would have been payable if not deferred; or interest for this period may be added to the principal amount of the assessment when it becomes payable; or, if so provided in the resolution levying the assessment, interest thereon to December 31 of the year before the first installment is payable may be forgiven.

Subd. 3. **Transmitted to auditor, prepayment.** After the adoption of the assessment, the clerk shall transmit a certified duplicate of the assessment roll with each installment, including interest, set forth separately to the county auditor of the county to be extended on the proper tax lists of the county; but in lieu of such certification, the council may in its discretion direct the clerk to file all assessment rolls in the clerk's office and to certify annually to the county auditor, on or before November 30 in each year, the total amount of installments of and interest on assessments on each parcel of land in the municipality which are to become due in the following year. If any installment and interest has not been so certified prior to the year when it

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is due, the clerk shall forthwith certify the same to the county auditor for collection in the then succeeding year; and if the municipality has issued improvement warrants to finance the improvement, it shall pay out of its general funds into the fund of the improvement interest on the then unpaid balance of the assessment for the year or years during which the collection of such installment is postponed. All assessments and interest thereon shall be collected and paid over in the same manner as other municipal taxes. The owner of any property so assessed may, at any time prior to certification of the assessment or the first installment thereof to the county auditor, pay the whole of the assessment on such property, with interest accrued to the date of payment, to the municipal treasurer, except that no interest shall be charged if the entire assessment is paid within 30 days from the adoption thereof; and, except as hereinafter provided, the owner may at any time prior to November 15 of any year, prepay to the treasurer of the municipality having levied said assessments, the whole assessment remaining due with interest accrued to December 31 of the year in which said prepayment is made. If the assessment roll is retained by the municipal clerk, the installment and interest in process of collection on the current tax list shall be paid to the county treasurer and the remaining principal balance of the assessment, if paid, shall be paid to the municipal treasurer. The council may by ordinance authorize the partial prepayment of assessments, in such manner as the ordinance may provide, prior to certification of the assessment or the first installment thereof to the county auditor.

Subd. 4. **Collection, tax-exempt property.** On the confirmation of any assessments the clerk shall mail to the county auditor a notice specifying the amount payable by any county, to the clerk or recorder of any other political subdivision a notice specifying the amount payable by the political subdivision and to the owner of any right-of-way, at its principal office in the state, a notice specifying the amount payable on account of any right-of-way. The amount payable on account of any right-of-way or public property shall be payable to the municipality's treasurer and shall be payable in like installments and with like interest and penalties as provided for in reference to the installments payable on account of assessable real property, except that interest accruing shall not begin to run until the notice provided in this subdivision has been properly given and 30 days thereafter have elapsed. The governing body of any such political subdivision shall provide for the payment of these amounts and shall take appropriate action to that end. If the assessment is not paid in a single installment, the municipal treasurer shall annually mail to the owner of any right-of-way and, as long as the property is publicly owned, to the owner of any public property a notice stating that an installment is due and should be paid to the municipal treasurer of the municipality which levied the special assessment. The municipality may collect the amount due on account of the right-of-way of any railroad or privately owned public utility by distress and sale of personal property in the manner provided by law in case of taxes levied upon personal property or by suit brought to enforce the collection of this indebtedness unless a different method of collecting such amounts is provided for by any contract between the owner of any right-of-way and the municipality.

Subd. 5. **Special assessments; administrative expenses.** Notwithstanding any general or special law to the contrary, a municipality shall pay to the county auditor all administrative expenses incurred by the county under subdivision 3 for each special assessment of any local improvement certified by the municipality to the county auditor.

History: *1953 c 398 s 6; 1955 c 811 s 2; 1957 c 510 s 2; 1957 c 699 s 1; 1961 c 77 s 1; 1961 c 525 s 5-7; 1963 c 771 s 2-4; 1965 c 877 s 3; 1969 c 1045 s 1; 1969 c 1095 s 1; 1974 c 314 s 2; 1976 c 195 s 2; 1976 c 324 s 18; 1980 c 509 s 164; 1980 c 560 s 5; 1980 c 607 art 11 s 1,2; 1984 c 478 s 2; 1984 c 543 s 50; 1Sp1985 c 16 art 1 s 3; 1986 c 315 s 2; 1986 c 444; 1986 c 473 s 10,11; 1987 c 344 s 3; 1987 c 386 art 6 s 2; 1991 c 342 s 8; 1993 c 375 art 5 s 33; art 17 s 17; 2005 c 4 s 106*

429.07 [Repealed, 1953 c 398 s 13]

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429.071 SUPPLEMENTAL ASSESSMENTS; REASSESSMENT.

Subdivision 1. **Supplemental assessments.** The council may make supplemental assessments to correct omissions, errors, or mistakes in the assessment relating to the total cost of the improvement or any other particular. A supplemental assessment shall be preceded by personal or mailed notice to the owner of each parcel included in the supplemental assessment and a hearing as provided for the original assessment.

Subd. 2. **Reassessment.** When an assessment is, for any reason whatever, set aside by a court of competent jurisdiction as to any parcel or parcels of land, or in event the council finds that the assessment or any part thereof is excessive or determines on advice of the municipal attorney that the assessment or proposed assessment or any part thereof is or may be invalid for any reason, the council may, upon notice and hearing as provided for the original assessment, make a reassessment or a new assessment as to such parcel or parcels.

Subd. 3. **Reapportionment upon land division.** When a tract of land against which a special assessment has been levied is thereafter divided or subdivided by plat or otherwise, the council may, on application of the owner of any part of the tract or on its own motion equitably apportion among the various lots or parcels in the tract all the installments of the assessment against the tract remaining unpaid and not then due if it determines that such apportionment will not materially impair collection of the unpaid balance of the original assessment against the tract. The council may, and if the special assessment has been pledged to the payment of improvement warrants shall, require the owner or owners, as a condition of such apportionment, to furnish a satisfactory surety bond fully protecting the municipality against any loss resulting from failure to pay any part of the reapportionment assessment when due. Notice of such apportionment and of the right to appeal shall be mailed to or personally served upon all owners of any part of the tract. Within 30 days after the mailing or service of the notice of such apportionment any such owner may appeal as provided in section 429.081.

Subd. 4. **Reassessment, tax-forfeited land.** When a parcel of tax-forfeited land is returned to private ownership and the parcel is benefited by an improvement for which special assessments were canceled because of the forfeiture, the municipality that made the improvement may, upon notice and hearing as provided for the original assessment, make a reassessment or a new assessment as to the parcel in an amount equal to the amount remaining unpaid on the original assessment.

History: *1953 c 398 s 7; 1957 c 366 s 1; 1961 c 525 s 8; 1965 c 877 s 4; 1976 c 259 s 1*

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

429.081 APPEAL TO DISTRICT COURT.

Within 30 days after the adoption of the assessment, any person aggrieved, who is not precluded by failure to object prior to or at the assessment hearing, or whose failure to so object is due to a reasonable cause, may appeal to the district court by serving a notice upon the mayor or clerk of the municipality. The notice shall be filed with the court administrator of the district court within ten days after its service. The municipal clerk shall furnish appellant a certified copy of objections filed in the assessment proceedings, the assessment roll or part complained of, and all papers necessary to present the appeal. The appeal shall be placed upon the calendar of the next general term commencing more than five days after the date of serving the notice and shall be tried as other appeals in such cases. The court shall either affirm the assessment or set it aside and order a reassessment as provided in section 429.071, subdivision 2. If appellant does not prevail upon the appeal, the costs incurred shall be taxed by the court and judgment entered therefor. All

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objections to the assessment shall be deemed waived unless presented on such appeal. This section provides the exclusive method of appeal from a special assessment levied pursuant to this chapter.

History: *1953 c 398 s 8; 1961 c 525 s 9; 1978 c 749 s 2; 1980 c 607 art 11 s 3; 1Sp1986 c 3 art 1 s 82*

429.09 [Repealed, 1953 c 398 s 13]

429.091 FINANCING.

Subdivision 1. **Authority.** At any time after one or more improvements are ordered as contemplated in section 429.031, the council may issue obligations in such amount as it deems necessary to defray in whole or in part the expense incurred and estimated to be incurred in making the improvement or improvements, including every item of cost of the kinds authorized in section 475.65. In the event of any omission, error, or mistake in any of the proceedings required precedent to the ordering of any improvement, the validity of the obligations shall not be affected thereby. The council shall cause all further actions and proceedings to be taken with due diligence that are required for the construction of each improvement financed wholly or partly from the proceeds of obligations issued hereunder, and for the final and valid levy of special assessments and the appropriation of any other funds needed to pay the obligations and interest thereon when due.

Subd. 2. **Types of obligations permitted.** The council may by resolution adopted prior to the sale of obligations pledge the full faith, credit, and taxing power of the municipality for the payment of the principal and interest. Such obligations shall be called improvement bonds and the council shall pay the principal and interest out of any fund of the municipality when the amount credited to the specified fund is insufficient for the purpose and shall each year levy a sufficient amount to take care of accumulated or anticipated deficiencies, which levy shall not be subject to any statutory or charter tax limitation. Obligations for the payment of which the full faith and credit of the municipality is not pledged shall be called assessment revenue notes or, in the case of bonds for fire protection, revenue bonds and shall contain a promise to pay solely out of the proper special fund or funds pledged to their payment. It shall be the duty of the municipal treasurer to pay maturing principal and interest on warrants or revenue bonds out of funds on hand in the proper funds and not otherwise.

Subd. 3. **Method of issuance.** All obligations shall be issued in accordance with the provisions of chapter 475, except as provided in this subdivision.

An election shall be required for bonds if less than 20 percent of the cost of the improvement to the municipality is to be assessed against benefited property.

If the full faith, credit, and taxing power of the municipality is not pledged and the bonds are issued to finance a fire protection system, a public sale shall not be required and the obligations may

(1) mature at any time or times within 30 years from date of issue; or 40 years or the useful life of the asset, whichever is less, for municipal water and wastewater treatment systems and essential community facilities financed or guaranteed by the United States Department of Agriculture;

(2) mature in the amount or amounts;

(3) be sold at a price equal to the percentage of their par value, plus accrued interest; and

(4) bear interest at the rate or rates,

as agreed by the purchaser and the municipality, notwithstanding any limitation of interest rate or cost or of the amounts of annual maturities contained in any other law.

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The maturities shall be such as in the opinion of the council are warranted by the anticipated collections of assessments and ad valorem levies for the municipality's share of the cost; except that the council may in its discretion issue and sell temporary improvement bonds maturing and subject to further conditions as set forth in subdivision 5. All obligations shall state upon their face the purpose of the issue and the fund from which they are payable. The amount of any obligations issued hereunder shall not be included in determining the net indebtedness of any municipality under the provisions of any law limiting such indebtedness.

Subd. 4. **Funds.** The proceeds from the sale of each issue of obligations and from collections of special assessments levied and other moneys appropriated for each improvement to be financed wholly or partly from such proceeds shall be credited to a separate construction fund which shall be used solely to defray expenses of such improvements and payment of principal and interest due upon the obligations prior to completion and payment of all costs of the improvements so financed. Any balance of the proceeds of bonds remaining therein may be used to pay the cost, in whole or in part, of any other improvement instituted pursuant to this chapter. A separate account shall be maintained in the construction fund to record expenditures for each improvement, and when the total cost thereof has been paid all subsequent collections of special assessments levied for the improvement shall be credited and paid into the debt service fund for the obligations issued to finance the improvement, as provided in section 475.61. Any taxes levied for improvements financed by an issue of obligations shall be credited directly to the debt service fund.

Subd. 5. **Temporary improvement bonds.** In anticipation of the issuance of improvement bonds, the council may by resolution issue and sell temporary improvement bonds maturing within not more than three years from their date of issue to pay any part or all of the cost of one or more improvements. To the extent that the principal of and interest on the temporary improvement bonds cannot be paid when due from receipts of special assessments, taxes, or other funds appropriated for the purpose, they shall be paid from the proceeds of improvement bonds or additional temporary improvement bonds which the council shall offer for sale in advance of their maturity but the indebtedness funded by an issue of temporary improvement bonds shall not be extended by the issue of additional temporary improvement bonds for more than six years from the date of the first issue. The holders of any temporary improvement bonds shall have and may enforce, by mandamus or other appropriate proceedings, all rights respecting the levy and collection of sufficient special assessments and taxes to pay the cost of the improvements financed by them which are granted by law to holders of improvement bonds, except the right to require the levies to be collected prior to the maturity of the temporary improvement bonds. If any temporary improvement bonds are not paid in full at maturity, the holders may require the issuance in exchange for them, at par, of new temporary improvement bonds maturing within one year from their date of issue (but not subject to any other maturity limitation), and bearing interest at the maximum rate permitted by law.

Subd. 6. **Investment of other municipal funds.** Funds of a municipality may be invested in its temporary improvement bonds in accordance with the provisions of section 118A.04, and may be purchased upon their initial issue, but shall be purchased only from funds which the council determines will not be required for other purposes before the maturity date, and shall be resold before maturity only in case of emergency. If purchased from a debt service fund securing other bonds, the holders of those bonds may enforce the municipality's obligations on the temporary improvement bonds in the same manner as if they held the temporary improvement bonds.

Subd. 7. **General obligation temporary improvement bonds.** The council may by resolution adopted prior to the sale of any temporary improvement bonds pledge the full faith, credit, and taxing power of the municipality for the payment of the principal and interest, in addition to all provisions made for their security in subdivision 5. In this event the bonds shall be designated as general obligation temporary improvement

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bonds, and the council shall levy taxes for their payment in accordance with section 475.61. Proceeds of improvement bonds or temporary improvement bonds not yet sold may be treated as pledged revenues, in reduction of the tax otherwise required by section 475.61 to be levied prior to delivery of the obligations.

Subd. 7a. **Revolving fund bonds.** The council may by resolution establish a revolving fund for the payment of the costs of any improvement or any waterworks systems, sewer systems, or storm sewer systems described in section 444.075, the costs of facilities to maintain streets and water, sewer, and storm sewer systems and for the payment of any obligations issued to pay the costs of the facilities and systems referred to in this subdivision or to refund obligations issued for those purposes. The council may create within the revolving fund a separate construction account into which the municipality may deposit the proceeds of any obligations payable from the fund, the proceeds of any special assessments collected with respect to any improvement, any net revenues of a waterworks, sewer system, or storm sewer system described in section 444.075 or any other available funds of the municipality appropriated to it. Amounts on deposit in the construction account may be used to pay the costs of any improvement or any waterworks, sewer system, or storm sewer system described in section 444.075 or any street or water, sewer, or storm sewer maintenance facilities. No funds may be expended for an improvement unless at least 20 percent of the costs of each such improvement is to be assessed against benefited property. No funds may be expended for a waterworks, sewer system, or storm sewer system, other than a sewer system described in section 115.46, or maintenance facilities unless the council estimates that the costs will be recovered from the net revenues of the system or any combined waterworks, sewer systems, or storm sewer systems operated by the municipality. The council may also create a separate debt service account within the revolving fund for the payment of principal of and interest on any obligations payable therefrom. Notwithstanding subdivision 4, the council is not required to pledge any particular assessments or other revenues to the payment of the obligations. Collections of special assessments or net revenues may be deposited in either the construction account or the debt service account as the council or an officer designated by the council may determine, having due regard for anticipated collections of special assessments and net revenues from improvements or waterworks, sewer systems, or storm sewer systems financed in whole or in part from the construction account, and taxes levied for the payment of the obligations. The council may issue obligations that are payable primarily from the debt service account for the purpose of providing funds to defray in whole or in part any expenses incurred or estimated to be incurred in making the improvement or improvements or in constructing the waterworks, sewer system, or storm sewer system, including every item of cost of the kinds authorized by section 475.65, and street and water, sewer, and storm sewer maintenance facilities or to refund obligations previously issued under this section or section 115.46 or 444.075. The obligations may be general obligations to which the full faith and credit of the municipality are pledged. If the special assessments to be levied and net revenues estimated to be available for their payment are estimated to be at least 20 percent of the principal amount of the obligations, the obligations may be issued without an election and shall not be included in determining the net indebtedness of the municipality under the provisions of any law limiting net indebtedness. The cost of a maintenance facility that may be financed under this subdivision is limited only to the portion of the facility that is fairly allocable to the maintenance of streets and water, sewer, and storm sewer systems.

Subd. 8. **Application; limitations under federal tax law.** Sections 474A.01 to 474A.21 apply to any issuance of obligations under this section which are subject to limitation under a federal tax law as defined in section 474A.02, subdivision 8.

History: *1953 c 398 s 9; 1955 c 811 s 3-5; 1957 c 385 s 1; 1965 c 877 s 5; 1976 c 324 s 19-21; 1981 c 171 s 1-4; 1984 c 548 s 6; 1984 c 582 s 5,6,23; 1984 c 591 s 4,5; 1984 c 633 s 4; 1Sp1985 c 14 art 8 s 63; 1986 c 465 art 1 s 3; 1987 c 344 s 4,5; 1992 c 545 art 2 s 4; 1996 c 297 s 1; 1996 c 399 art 2 s 12; 2000 c 260 s 57; 2001 c 214 s 11*

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429.10 [Repealed, 1953 c 398 s 13]

429.101 UNPAID SPECIAL CHARGES MAY BE SPECIAL ASSESSMENTS.

Subdivision 1. **Ordinances.** (a) In addition to any other method authorized by law or charter, the governing body of any municipality may provide for the collection of unpaid special charges as a special assessment against the property benefited for all or any part of the cost of:

(1) snow, ice, or rubbish removal from sidewalks;

(2) weed elimination from streets or private property;

(3) removal or elimination of public health or safety hazards from private property, excluding any structure included under the provisions of sections 463.15 to 463.26;

(4) installation or repair of water service lines, street sprinkling or other dust treatment of streets;

(5) the trimming and care of trees and the removal of unsound trees from any street;

(6) the treatment and removal of insect infested or diseased trees on private property, the repair of sidewalks and alleys;

(7) the operation of a street lighting system;

(8) the operation and maintenance of a fire protection or a pedestrian skyway system;

(9) inspections relating to a municipal housing maintenance code violation;

(10) the recovery of any disbursements under section 504B.445, subdivision 4, clause (5), including disbursements for payment of utility bills and other services, even if provided by a third party, necessary to remedy violations as described in section 504B.445, subdivision 4, clause (2); or

(11) [Repealed, 2004 c 275 s 5]

(12) the recovery of delinquent vacant building registration fees under a municipal program designed to identify and register vacant buildings.

(b) The council may by ordinance adopt regulations consistent with this section to make this authority effective, including, at the option of the council, provisions for placing primary responsibility upon the property owner or occupant to do the work personally (except in the case of street sprinkling or other dust treatment, alley repair, tree trimming, care, and removal, or the operation of a street lighting system) upon notice before the work is undertaken, and for collection from the property owner or other person served of the charges when due before unpaid charges are made a special assessment.

(c) A home rule charter city, statutory city, county, or town operating an energy improvements financing program under section 216C.436 or 216C.437 has the authority granted to a municipality under paragraph (a) with respect to energy improvements financed under that section.

Subd. 2. **Procedure for assessment.** Any special assessment levied under subdivision 1 shall be payable in a single installment, or by up to ten equal annual installments as the council may provide, except that a special assessment made under an energy improvements financing program under subdivision 1, paragraph (c), may be repayable in up to 20 equal installments. With these exceptions, sections 429.061, 429.071, and 429.081 shall apply to assessments made under this section.

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Subd. 3. **Issuance of obligations.** (a) After a contract for any of the work enumerated in subdivision 1 has been let, or the work commenced, the council may issue obligations to defray the expense of any such work financed in whole or in part by special charges and assessments imposed upon benefited property under this section.

(b) Section 429.091 shall apply to such obligations with the following modifications:

(1) such obligations shall be payable not more than two years from the date of issuance;

(2) the amount of such obligations issued at one time in a municipality shall not exceed the cost of such work during the ensuing six months as estimated by the council;

(3) a separate improvement fund shall be set up for each of the enumerated services referred to in subdivision 1 and financed under this section.

(c) Proceeds of special charges as well as special assessments and taxes shall be credited to such improvement fund.

History: *1953 c 398 s 10; 1955 c 811 s 6; 1963 c 771 s 5; 1965 c 323 s 2; 1973 c 337 s 1; 1974 c 340 s 1,2; 1984 c 548 s 7; 1984 c 582 s 7; 1984 c 591 s 6; 1984 c 633 s 5; 1986 c 444; 1Sp2003 c 21 art 11 s 29; 2004 c 275 s 2; 2008 c 366 art 6 s 42; 2010 c 216 s 22; 2013 c 85 art 8 s 6; 2018 c 155 s 36*

429.11 [Repealed, 1953 c 398 s 13]

429.111 CHARTER PROVISIONS, EFFECT.

Any city operating under a home rule charter may proceed either under this chapter or under its charter in making an improvement unless a home rule charter or amendment adopted after April 17, 1953, provides for making such improvement under this chapter or under the charter exclusively.

History: *1953 c 398 s 11; 1955 c 811 s 7; 1976 c 44 s 39*

429.12 [Repealed, 1953 c 398 s 13]

429.13 [Repealed, 1953 c 398 s 13]

429.14 [Repealed, 1953 c 398 s 13]

429.15 [Repealed, 1953 c 398 s 13]

429.16 [Repealed, 1953 c 398 s 13]

429.17 [Repealed, 1953 c 398 s 13]

429.18 [Repealed, 1953 c 398 s 13]

429.185 [Repealed, 1949 c 314 s 3]

429.19 [Renumbered 429.035]

429.20 [Renumbered 429.036]

429.21 [Repealed, 1953 c 398 s 13]

429.22 [Repealed, 1953 c 398 s 13]

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429.23 [Repealed, 1953 c 398 s 13]

429.24 [Repealed, 1953 c 398 s 13]

429.25 [Repealed, 1953 c 398 s 13]

429.27 [Repealed, 1953 c 398 s 13]

429.28 [Repealed, 1953 c 398 s 13]

429.29 [Repealed, 1953 c 398 s 13]

429.30 [Renumbered 435.36, subdivision 1]

429.31 [Renumbered 435.36, subd 2]

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CHAPTER 8. - PUBLIC IMPROVEMENTS AND SPECIAL ASSESSMENTS

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

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

(Ord. of 1-25-1993)

Sec. 8.2. - Application of Charter.

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

(Ord. of 1-25-1993)

Sec. 8.3. - Assessments for services.

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

(Ord. of 1-25-1993)

Sec. 8.4. - Local improvement procedure.

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

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

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

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

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

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

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

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

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

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

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

Sec. 8.5. - Computation of time.

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

(Ord. of 1-25-1993)

Sec. 8.6. - Sewer and water projects.

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

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

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

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

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

SPECIAL ASSESSMENTS POLICY AND PROCEDURES FOR PUBLIC IMPROVEMENTS AND MAINTENANCE COSTS

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

SECTION 1. GENERAL POLICY STATEMENT.

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

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

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

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

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

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

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

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

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

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

SECTION 3. INITIATION OF PUBLIC IMPROVEMENT PROJECTS.

Public improvement projects can be initiated in the following ways.

1. Public improvement projects may be initiated by petition of owners of not less than 50% in frontage of the property abutting the proposed improvement in accordance with the provisions of Section 8.4.2 of the City Charter.

2. Public improvements also may be initiated by the City Council when, in its judgment, such action is required and is in accordance with the provisions of Chapter 8 of the City Charter.

3. A resolution ordering any improvements initiated by the Council requires a four-fifths majority vote of all members of the Council. A resolution ordering any improvements petitioned for by owners of not less than 50% of abutting property owners requires a majority vote of all members of the Council. A resolution ordering any improvements initiated by all owners of abutting property, and assessing the entire cost against their property, may be adopted without a public hearing. The Council may consider the request of a Developer to construct the improvements and assess them.

SECTION 4. PUBLIC IMPROVEMENT PROCEDURE.

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

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

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

SECTION 5. FINANCING OF PUBLIC IMPROVEMENTS.

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

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

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

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

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

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

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

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

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

SECTION 7. METHODS OF ASSESSMENT.

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

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

A. "Adjusted Front Footage" Method of Assessment.

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

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

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

2. *Odd Shaped Lots.* For odd shaped lots such as exist on cul-de-sacs and curved streets where there is more than 2 feet of difference between the front and rear lot lines, and where the lots frontage is greater than its depth, the "odd shaped lot" method of determining the adjusted front footage shall be used. The adjusted front footage shall be computed by dividing the area of the lot by 12,000 square feet to determine the equivalent number of front footage units in the parcel. The number of units multiplied by 65 feet will give the adjusted front footage.

3. *Corner Lot Adjustment.* For street and trail assessments, the short side will be assessed the actual front footage. The long side will be assessed one-half the actual side footage. Sanitary sewer and watermain will only be assessed on the short side of a corner lot.

4. *Zonal Assessment.* When the street along the long side of a corner lot is improved, the cost shall be assessed equally to all lots within ½ block in each direction of the street improved. This method may be selected rather than the "corner lot adjustment".

5. *Double Fronting Lots.* When a lot has frontage on two streets, the lot is subject to assessments for improvements to both streets, consistent with this policy, regardless of the timing of the improvements.

B. "Area" Method of Assessment.

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

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

C. "Per Lot" Method of Assessment.

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

SECTION 8. STANDARDS FOR PUBLIC IMPROVEMENT PROJECTS.

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

A. Surface Improvements

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

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

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

B. Sub-Surface Improvements

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

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

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

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

C. Subgrade Improvements

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

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

SECTION 9. POLICIES OF REASSESSMENT.

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

Policy Statement

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

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

SECTION 10. ASSESSMENT COMPUTATIONS.

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

A. Street and Curb and Gutter Improvements

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

B. Sidewalks and Trails

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

C. Storm Sewer Improvements

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

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

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

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

D. Sanitary Sewer Assessments

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

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

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

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

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

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

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

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

E. Watermain Assessments

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

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

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

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

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

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

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

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

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

F. Street Boulevard Trees

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

G. Street Lights

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

H. Other Improvements

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

SECTION 11. DEFERMENT OF SPECIAL ASSESSMENTS.

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

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

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

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

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

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

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

*Original Adoption: 12/9/14 by Resolution #14-12-250
*Amended: 1/13/15 by Resolution #15-01-016 – *Section 6 - #4 Interest to reflect interest rate on bonded projects*

2015 through 2019

Five-Year Street Reconstruction Overlay Plan for the

City of Ramsey, Minnesota

March 10, 2015

Prepared by:

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City of Ramsey, MN

Five-Year Street Reconstruction and Overlay Plan

2015 through 2019

I. INTRODUCTION

In 2002, the Minnesota State Legislature passed into law a bill which generally exempts city bonds issued under a street reconstruction program from the referendum requirements usually required for bonding expenditures. In 2013 the Legislature amended the law to allow bituminous overlays to be included in the street reconstruction program.

II. PURPOSE

Street reconstruction or bituminous overlay is a major expenditure of city funds for the reconstruction or overlay of streets. Street reconstruction and bituminous overlay may include utility replacement and relocation and other incidental costs, turn lanes and other improvements having a substantial public safety function, realignments, other modifications to intersect with state and county roads, and the local share of state and county road projects. Except in the case of turn lanes, safety improvements, realignments, intersection modifications, and local share of state and county road projects, street reconstruction does not include the portion of project costs allocable to widening a street or adding curbs and gutters where none previously existed. A Street Reconstruction and Overlay Plan (SROP) is a document designed to anticipate street reconstruction and overlay expenditures and schedule them over a five-year period so that they may be purchased in the most efficient and cost effective method possible. A SROP allows the matching of expenditures with anticipated income. As potential expenditures are reviewed, the city considers the benefits, costs, alternatives and impact on operating expenditures.

The City of Ramsey, Minnesota (the "City") believes the street reconstruction and overlay process is an important element of responsible fiscal management. Major capital expenditures can be anticipated and coordinated so as to minimize potentially adverse financial impacts caused by the timing and magnitude of capital outlays. This coordination of capital expenditures is important to the City in achieving its goals of adequate physical assets and sound fiscal management. In these financially difficult times good planning is essential for the wise use of limited financial resources.

The Street Reconstruction and Overlay Plan is designed to be updated on an annual basis. In this manner, it becomes an ongoing fiscal planning tool that continually anticipates future capital expenditures and funding sources.

III. THE STREET RECONSTRUCTION AND OVERLAY PLANNING PROCESS

The street reconstruction and overlay planning process is as follows; the City Council authorizes the preparation of the SROP. The City staff is instructed to assemble the capital expenditures to be undertaken within the next five years. The City Council then reviews the expenditures according to their priority, fiscal impact, and available funding. From this information, a preliminary street reconstruction and overlay plan is prepared. A public hearing is held to solicit input from citizens and other governmental units. Changes are made based on that input, and a final project list is established.

The City Council then prepares a plan based on the available funding sources. If general obligation bonding is necessary, the City works with its financial advisor to prepare a bond sale and repayment schedule. Over the life of the SROP, once the funding, including proceeds from the bond sales becomes available, the individual capital expenditures can be made.

In subsequent years, the process is repeated as expenditures are completed as new needs arise. Street reconstruction planning looks five years into the future.

For a city to use its authority to finance expenditures under Chapter 475.58, Subdivision 3b, it must meet the requirements provided therein. Specifically, the city council must approve the sale of street reconstruction bonds by a unanimous vote of its membership present. In addition, it must hold a public hearing for public input. Notice of such hearing must be published in the official newspaper of the city at least 10, but not more than 28 days prior to the date of the public hearing. The city council approves the SROP unanimously following the public hearing.

Although a referendum is not required, a reverse referendum is allowable. If a petition bearing the signatures of at least 5 percent of the votes cast in the last general election requesting a vote on the issuance of bonds is received by the municipal clerk within 30 days after the public hearing, a referendum vote on the issuance of the bonds shall be called (if a vote is taken and the referendum passes, the taxes would be levied on market value rather than tax capacity).

IV. PROJECT SUMMARY

The expenditures to be undertaken with this Street Reconstruction and Overlay Plan (SROP) are limited to those listed in Appendix A. All other foreseeable capital expenditures within the City government will come through other means. The following expenditures have been submitted for inclusion in this SROP:

2015 Expenditures

- Garnet Street & 168th Avenue Reconstruction and overlay of streets in Hy-10 Ramsey, Northfork Highlands, Northfork Oaks, Northfork Point, Pondvale Estates, Pondvale Estates 2nd and Rolling Green.

2016 Expenditures

- Andrie Street and 164th Lane reconstruction and overlay of streets in AEC, Woodland Green and Sunwood Drive.

2017 Expenditures

- Reconstruction of Alpine Drive and overlay of streets in Rivers Bend.

2018 Expenditures

- Reconstruction of streets in Stanhope Terrace and North Forty and overlay of streets in Woodland Green, North Forty 2nd, Forth Forty 3rd, Northfork Oaks, Northfork, Northfork 2nd, Northfork 3rd and Northfork Itasca Shores.

2019 Expenditures

- Reconstruction of streets in Ford Brook Estates and overlay of streets in Brookview Estates, Meadow View, Flintwood Hills, Wood Pond Hills and Chestnut Ridge.

V. FINANCING THE STREET RECONSTRUCTION PLAN

The total amount of requested expenditures under the Street Reconstruction and Overlay Plan is approximately $9 million. If these expenditures are to be funded, that amount of money is anticipated to be generated through the tax levy and the sale of approximately $10,000,000 in bonds over the five-year period.

In the financing of the Street Reconstruction Plan, one statutory limitation applies. Under Chapter 475, with few exceptions, cities cannot incur debt in excess of 3% of the assessor's estimated market value for the city. In the City the pay 2014 EMV is $1,795,975,400. Therefore, the total amount of outstanding debt cannot exceed $53,879,262. As of February 10, 2015 the City had $20,050,000 subject to the legal debt limit.

Under the Street Reconstruction Plan, the City will secure $1,775,000 in general obligation bonds in the year 2015 to finance Garnet Street & 168th Avenue reconstruction and overlay of streets in Hy-10 Ramsey, Northfork Highlands, Northfork Oaks, Northfork Point, Pondvale Estates, Pondvale Estates 2nd and Rolling Green. In the year 2016, general obligation bonds in the amount of $2,865,000 will be secured for the Andrie Street and 164th Lane reconstruction and overlay of streets in AEC, Woodland Green and Sunwood Drive. In 2017, general obligation bonds in the amount of $995,000 will be used to finance reconstruction of Alpine Drive and overlay of streets in Rivers Bend. In 2018, general obligation bonds in the amount of $2,435,000 will be used to finance reconstruction of streets in Stanhope Terrace and North Forty and overlay of streets in Woodland Green, North Forty 2nd, Forth Forty 3rd, Northfork Oaks, Northfork, Northfork 2nd, Northfork 3rd and Northfork Itasca Shores. Finally in the year 2019, $1,440,000 in general obligation bonds will be secured for the financing of reconstruction of streets in Ford Brook Estates and overlay of streets in Brookview Estates, Meadow View, Flintwood Hills, Wood Pond Hills and Chestnut Ridge. All five general obligation bond issues will be repaid over a 10 - year period. The only exception is the road reconstruction portion of the 2016 bonds will be repaid over a 15-year period due to the size of the project (approximately $2.325 million). The par amount of each issue is based on the amounts listed in Appendix A plus estimated issuance costs. The proposed general obligation street reconstruction bonds (including issuance costs) are shown in Appendix B.

Continuation of the Street Reconstruction and Overlay Plan

This Street Reconstruction and Overlay Plan should be reviewed annually by the City Council using the process outlined in this Plan. It should review proposed expenditures, make priority decisions, and seek funding for those expenditures it deems necessary for the City. If deemed appropriate, the Council should prepare an update to this Plan.

APPENDIX A

PROJECT COSTS

(Capital Expenditures to be funded with Bond Proceeds)

The 2015 capital expenditure of approximately $1,680,100 for the City's portion of reconstruction of Garnet Street & 168th Avenue and overlay of streets in Hy-10 Ramsey, Northfork Highlands, Northfork Oaks, Northfork Point, Pondvale Estates, Pondvale Estates 2nd and Rolling Green is to be funded with $1,775,000 in bond proceeds.

Total Issue Sources And Uses

Dated 05/01/2015 | Delivered 05/01/2015

	Street Reconstruction	Overlay	Issue Summary
Sources Of Funds			
Par Amount of Bonds	$1,095,000.00	$680,000.00	$1,775,000.00
Total Sources	**$1,095,000.00**	**$680,000.00**	**$1,775,000.00**
Uses Of Funds			
Total Underwriter's Discount (1.200%)	13,140.00	8,160.00	21,300.00
Costs of Issuance	24,059.15	14,940.85	39,000.00
Deposit to Capitalized Interest (CIF) Fund	19,857.50	12,333.75	32,191.25
Deposit to Project Construction Fund	1,036,000.00	644,100.00	1,680,100.00
Rounding Amount	1,943.35	465.40	2,408.75
Total Uses	**$1,095,000.00**	**$680,000.00**	**$1,775,000.00**

PROJECT COSTS

The 2016 capital expenditure of approximately $2,719,710 for the City's portion of Andrie Street and 164th Lane reconstruction and overlay of streets in AEC, Woodland Green and Sunwood Drive is to be funded with $2,865,000 in bond proceeds.

Total Issue Sources And Uses

Dated 05/01/2016 | Delivered 05/01/2016

	Street Reconstruction	Overlay	Issue Summary
Sources Of Funds			
Par Amount of Bonds	$2,325,000.00	$540,000.00	$2,865,000.00
Total Sources	**$2,325,000.00**	**$540,000.00**	**$2,865,000.00**
Uses Of Funds			
Total Underwriter's Discount (1.200%)	27,900.00	6,480.00	34,380.00
Costs of Issuance	35,706.80	8,293.20	44,000.00
Deposit to Capitalized Interest (CIF) Fund	52,715.00	9,820.42	62,535.42
Deposit to Project Construction Fund	2,205,105.00	514,605.00	2,719,710.00
Rounding Amount	3,573.20	801.38	4,374.58
Total Uses	**$2,325,000.00**	**$540,000.00**	**$2,865,000.00**

PROJECT COSTS

The 2017 capital expenditure of approximately $919,065 for the reconstruction of Alpine Drive and overlay of streets in Rivers Bend is to be funded with $995,000 in bond proceeds.

Total Issue Sources And Uses

Dated 05/01/2017 | Delivered 05/01/2017

	Street Reconstruction	Overlay	Issue Summary
Sources Of Funds			
Par Amount of Bonds	$810,000.00	$185,000.00	$995,000.00
Total Sources	**$810,000.00**	**$185,000.00**	**$995,000.00**
Uses Of Funds			
Total Underwriter's Discount (1.500%)	12,150.00	2,775.00	14,925.00
Costs of Issuance	32,562.82	7,437.18	40,000.00
Deposit to Capitalized Interest (CIF) Fund	14,695.42	3,396.25	18,091.67
Deposit to Project Construction Fund	747,180.00	171,885.00	919,065.00
Rounding Amount	3,411.76	(493.43)	2,918.33
Total Uses	**$810,000.00**	**$185,000.00**	**$995,000.00**

PROJECT COSTS

The 2018 capital expenditure of approximately $2,316,050 for the reconstruction of streets in Stanhope Terrace and North Forty and overlay of streets in Woodland Green, North Forty 2nd, Forth Forty 3rd, Northfork Oaks, Northfork, Northfork 2nd, Northfork 3rd and Northfork Itasca Shores is to be funded with $2,435,000 in bond proceeds.

Total Issue Sources And Uses

Dated 05/01/2018 | Delivered 05/01/2018

	Street Reconstruction	Overlay	Issue Summary
Sources Of Funds			
Par Amount of Bonds	$1,565,000.00	$870,000.00	$2,435,000.00
Total Sources	**$1,565,000.00**	**$870,000.00**	**$2,435,000.00**
Uses Of Funds			
Total Underwriter's Discount (1.200%)	18,780.00	10,440.00	29,220.00
Costs of Issuance	28,279.26	15,720.74	44,000.00
Deposit to Capitalized Interest (CIF) Fund	28,426.67	15,805.83	44,232.50
Deposit to Project Construction Fund	1,486,980.00	829,070.00	2,316,050.00
Rounding Amount	2,534.07	(1,036.57)	1,497.50
Total Uses	**$1,565,000.00**	**$870,000.00**	**$2,435,000.00**

PROJECT COSTS

The 2019 capital expenditure of approximately $1,353,990 for the reconstruction of streets in Ford Brook Estates and overlay of streets in Brookview Estates, Meadow View, Flintwood Hills, Wood Pond Hills and Chestnut Ridge is to be funded with $1,440,000 in bond proceeds.

Total Issue Sources And Uses

Dated 05/01/2019 | Delivered 05/01/2019

	Street Reconstruction	Overlay	Issue Summary
Sources Of Funds			
Par Amount of Bonds	$725,000.00	$715,000.00	$1,440,000.00
Total Sources	**$725,000.00**	**$715,000.00**	**$1,440,000.00**
Uses Of Funds			
Total Underwriter's Discount (1.200%)	8,700.00	8,580.00	17,280.00
Costs of Issuance	19,131.95	18,868.05	38,000.00
Deposit to Capitalized Interest (CIF) Fund	13,102.92	12,943.13	26,046.05
Deposit to Project Construction Fund	680,570.00	673,420.00	1,353,990.00
Rounding Amount	3,495.13	1,188.82	4,683.95
Total Uses	**$725,000.00**	**$715,000.00**	**$1,440,000.00**

APPENDIX B

PROPOSED 2015 SROP BOND ISSUE

City of Ramsey, Minnesota

$1,775,000 General Obligation Bonds, Series 2015
Issue Summary

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	CIF	Net New D/S	105% of Total
12/01/2015	-	-	17,333.75	17,333.75	(17,333.75)	-	-
12/01/2016	180,000.00	0.850%	29,715.00	209,715.00	(14,857.50)	194,857.50	204,600.38
12/01/2017	170,000.00	1.050%	28,185.00	198,185.00	-	198,185.00	208,094.25
12/01/2018	170,000.00	1.250%	26,400.00	196,400.00	-	196,400.00	206,220.00
12/01/2019	170,000.00	1.400%	24,275.00	194,275.00	-	194,275.00	203,988.75
12/01/2020	170,000.00	1.650%	21,895.00	191,895.00	-	191,895.00	201,489.75
12/01/2021	175,000.00	1.750%	19,090.00	194,090.00	-	194,090.00	203,794.50
12/01/2022	180,000.00	1.900%	16,027.50	196,027.50	-	196,027.50	205,828.88
12/01/2023	185,000.00	2.050%	12,607.50	197,607.50	-	197,607.50	207,487.88
12/01/2024	185,000.00	2.300%	8,815.00	193,815.00	-	193,815.00	203,505.75
12/01/2025	190,000.00	2.400%	4,560.00	194,560.00	-	194,560.00	204,288.00
Total	**$1,775,000.00**	**-**	**$208,903.75**	**$1,983,903.75**	**(32,191.25)**	**$1,951,712.50**	**$2,049,298.13**

PROPOSED 2016 SROP BOND ISSUE

City of Ramsey, Minnesota

$2,865,000 General Obligation Bonds, Series 2016
Issue Summary

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	CIF	Net New D/S	105% of Total
12/01/2016	-	-	33,672.92	33,672.92	(33,672.92)	-	-
12/01/2017	215,000.00	0.850%	57,725.00	272,725.00	(28,862.50)	243,862.50	256,055.63
12/01/2018	185,000.00	1.050%	55,897.50	240,897.50	-	240,897.50	252,942.38
12/01/2019	190,000.00	1.250%	53,955.00	243,955.00	-	243,955.00	256,152.75
12/01/2020	190,000.00	1.400%	51,580.00	241,580.00	-	241,580.00	253,659.00
12/01/2021	200,000.00	1.650%	48,920.00	248,920.00	-	248,920.00	261,366.00
12/01/2022	200,000.00	1.750%	45,620.00	245,620.00	-	245,620.00	257,901.00
12/01/2023	205,000.00	1.900%	42,120.00	247,120.00	-	247,120.00	259,476.00
12/01/2024	205,000.00	2.050%	38,225.00	243,225.00	-	243,225.00	255,386.25
12/01/2025	210,000.00	2.300%	34,022.50	244,022.50	-	244,022.50	256,223.63
12/01/2026	215,000.00	2.400%	29,192.50	244,192.50	-	244,192.50	256,402.13
12/01/2027	160,000.00	2.550%	24,032.50	184,032.50	-	184,032.50	193,234.13
12/01/2028	165,000.00	2.700%	19,952.50	184,952.50	-	184,952.50	194,200.13
12/01/2029	170,000.00	2.850%	15,497.50	185,497.50	-	185,497.50	194,772.38
12/01/2030	175,000.00	2.950%	10,652.50	185,652.50	-	185,652.50	194,935.13
12/01/2031	180,000.00	3.050%	5,490.00	185,490.00	-	185,490.00	194,764.50
Total	**$2,865,000.00**	**-**	**$566,555.42**	**$3,431,555.42**	**(62,535.42)**	**$3,369,020.00**	**$3,537,471.00**

PROPOSED 2017 SROP BOND ISSUE

City of Ramsey, Minnesota

$995,000 General Obligation Bonds, Series 2017
Issue Summary

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	CIF	Net New D/S	105% of Total
12/01/2017	-	-	9,741.67	9,741.67	(9,741.67)	-	-
12/01/2018	100,000.00	0.850%	16,700.00	116,700.00	(8,350.00)	108,350.00	113,767.50
12/01/2019	90,000.00	1.050%	15,850.00	105,850.00	-	105,850.00	111,142.50
12/01/2020	95,000.00	1.250%	14,905.00	109,905.00	-	109,905.00	115,400.25
12/01/2021	95,000.00	1.400%	13,717.50	108,717.50	-	108,717.50	114,153.38
12/01/2022	100,000.00	1.650%	12,387.50	112,387.50	-	112,387.50	118,006.88
12/01/2023	100,000.00	1.750%	10,737.50	110,737.50	-	110,737.50	116,274.38
12/01/2024	100,000.00	1.900%	8,987.50	108,987.50	-	108,987.50	114,436.88
12/01/2025	105,000.00	2.050%	7,087.50	112,087.50	-	112,087.50	117,691.88
12/01/2026	105,000.00	2.300%	4,935.00	109,935.00	-	109,935.00	115,431.75
12/01/2027	105,000.00	2.400%	2,520.00	107,520.00	-	107,520.00	112,896.00
Total	**$995,000.00**	**-**	**$117,569.17**	**$1,112,569.17**	**(18,091.67)**	**$1,094,477.50**	**$1,149,201.38**

PROPOSED 2018 SROP BOND ISSUE

City of Ramsey, Minnesota

$2,435,000 General Obligation Bonds, Series 2018
Issue Summary

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	CIF	Net New D/S	105% of Total
12/01/2018	-	-	23,817.50	23,817.50	(23,817.50)	-	-
12/01/2019	250,000.00	0.850%	40,830.00	290,830.00	(20,415.00)	270,415.00	283,935.75
12/01/2020	225,000.00	1.050%	38,705.00	263,705.00	-	263,705.00	276,890.25
12/01/2021	230,000.00	1.250%	36,342.50	266,342.50	-	266,342.50	279,659.63
12/01/2022	235,000.00	1.400%	33,467.50	268,467.50	-	268,467.50	281,890.88
12/01/2023	235,000.00	1.650%	30,177.50	265,177.50	-	265,177.50	278,436.38
12/01/2024	240,000.00	1.750%	26,300.00	266,300.00	-	266,300.00	279,615.00
12/01/2025	250,000.00	1.900%	22,100.00	272,100.00	-	272,100.00	285,705.00
12/01/2026	250,000.00	2.050%	17,350.00	267,350.00	-	267,350.00	280,717.50
12/01/2027	255,000.00	2.300%	12,225.00	267,225.00	-	267,225.00	280,586.25
12/01/2028	265,000.00	2.400%	6,360.00	271,360.00	-	271,360.00	284,928.00
Total	**$2,435,000.00**	**-**	**$287,675.00**	**$2,722,675.00**	**(44,232.50)**	**$2,678,442.50**	**$2,812,364.63**

PROPOSED 2019 SROP BOND ISSUE

City of Ramsey, Minnesota

$1,440,000 General Obligation Bonds, Series 2019
Issue Summary

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	CIF	Net New D/S	105% of Total
12/01/2019	-	-	14,024.80	14,024.80	(14,024.80)	-	-
12/01/2020	150,000.00	0.850%	24,042.50	174,042.50	(12,021.25)	162,021.25	170,122.31
12/01/2021	135,000.00	1.050%	22,767.50	157,767.50	-	157,767.50	165,655.88
12/01/2022	140,000.00	1.250%	21,350.00	161,350.00	-	161,350.00	169,417.50
12/01/2023	140,000.00	1.400%	19,600.00	159,600.00	-	159,600.00	167,580.00
12/01/2024	140,000.00	1.650%	17,640.00	157,640.00	-	157,640.00	165,522.00
12/01/2025	140,000.00	1.750%	15,330.00	155,330.00	-	155,330.00	163,096.50
12/01/2026	145,000.00	1.900%	12,880.00	157,880.00	-	157,880.00	165,774.00
12/01/2027	150,000.00	2.050%	10,125.00	160,125.00	-	160,125.00	168,131.25
12/01/2028	150,000.00	2.300%	7,050.00	157,050.00	-	157,050.00	164,902.50
12/01/2029	150,000.00	2.400%	3,600.00	153,600.00	-	153,600.00	161,280.00
Total	**$1,440,000.00**	-	**$168,409.80**	**$1,608,409.80**	**(26,046.05)**	**$1,582,363.75**	**$1,661,481.94**

APPENDIX C

Pre-Sale Schedule dated March 10, 2015
5-Year City Street Reconstruction Plan Bond Issuance
City of Ramsey, Minnesota

The City Council must take the following actions before Bonds can be issued:

- City Council directs preparation of a 5-Year Street Reconstruction Plan.
- City Council conducts a Public Hearing on issuance of Bonds and Street Reconstruction Plan.
- City Council approves Bonds and Street Reconstruction Plan by unanimous vote.

The table below lists the steps in the issuing process:

February 10, 2015:	City Council adopts Resolution calling for Public Hearing on issuance of Bonds and on Street Reconstruction Plan.
February 16, 2105:	Close date to get Notice of Public Hearing on issuance of Bonds and on Street Reconstruction Plan to official newspaper for publication.
February 20, 2015:	Publish Notice of Public Hearing on issuance of Bonds and on Street Reconstruction Plan (publication no more than 28 days and no less than 10 days prior to hearing date).
March 10, 2015:	City Council holds Public Hearing at 7:00 p.m. on Bonds and on Street Reconstruction Plan and adopts Resolution giving preliminary approval for their issuance and approving Street Reconstruction Plan by unanimous vote of its membership present.
March 10, 2015:	City Council provides for sale of Bonds.
April 9, 2015:	Reverse referendum period ends (within 30 days of the public hearing).
April 14, 2015:	City Council accepts offer for Bonds and adopts Resolution-Approving sale of Bonds.
May 7, 2014:	Tentative closing/receipt of funds.

Net Debt Limit	
Assessor's Estimated Market Value	1,795,975,400
Multiply by 3%	0.03
Statutory Debt Limit	53,879,262
Less: Debt Paid Solely from Taxes	(20,050,000)
Unused Debt Limit	33,829,262

FEASIBILITY REPORT

FORD BROOK ESTATES
STREET RECONSTRUCTIONS

CITY IMPROVEMENT PROJECT NO. 19-01

October 18, 2018

Prepared By:

City of Ramsey
Engineering Department
7550 Sunwood Drive NW
Ramsey, MN 55303
763-433-9839
763-433-9848 (Fax)

October 18, 2018

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

Re: Feasibility Report - City of Ramsey Improvement Project #19-01
Ford Brook Estates Street Reconstructions

Dear Mayor and City Council Members:

Transmitted herewith is a Feasibility Report for the proposed Ford Brook Estates Street Reconstructions project including; 180th Lane from Trunk Highway 47 to Krypton Street, and Krypton Street from 180th Lane to its termini cul-de-sac. The report examines the feasibility of reconstructing the bituminous street section and completing other appurtenant improvements.

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

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

Sincerely,
City of Ramsey

Bruce Westby, PE
City Engineer

Enclosure

C: Kurt Ulrich, City Administrator
Leonard Linton, Civil Engineer IV

CERTIFICATION

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

Bruce Westby, PE

Date: October 18, 2018 License No. 40116

I hereby certify that this plan, specification or report was reviewed for Quality Control and Quality Assurance purposes and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.

Leonard Linton, PE

Date: October 18, 2018 License No. 21112

TITLE SHEET
LETTER OF TRANSMITTAL
CERTIFICATION SHEET
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Appendix A

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

Appendix B

Opinion of Probable Costs
Preliminary Assessment Map
Preliminary Assessment Roll

Appendix C

Street Segment Summary
Ground Penetrating Radar Summary
Geotechnical Report (Braun Intertec)

1. EXECUTIVE SUMMARY

City Improvement Project No. 19-01 proposes to reconstruct streets within the Ford Brook Estates neighborhood including 180th Lane and Krypton Street. The streets total approximately 860 linear feet (0.16 miles) in length. A map showing the location and scope of the proposed improvements is included as ***Figure 1*** in ***Appendix A.***

The streets were constructed in 1981 as rural sections with bituminous pavement to a width of 24 feet, and are generally centered within a 66-foot wide right-of-way.

The storm sewer system consists of ditches along both sides of the road within the right-of-way and drainage and utility easements. Storm runoff collects in the ditch along TH 47 and is carried north to Ford Brook.

The existing bituminous pavement section ranges from 1.2 to 6.4 inches thick, with a median thickness of 4.3 inches, and the aggregate base ranges from 2.4 to 6.8 inches thick, with a median thickness of 4.1 inches. This was determined from Ground Penetrating Radar (GPR) analysis performed by Braun Intertec in 2017, as well as from field observations and record plan documents. Copies of Braun Intertec's GPR results are attached in ***Appendix C***. The pavement section was built on silty sand and lean clay subgrade materials generally not considered ideal for pavement support.

City Staff evaluates and rates the condition of pavement sections on all City streets on an annual basis using the Pavement Surface Evaluation and Rating (PASER) system. In the summer of 2018, the pavement section of the above referenced street segments were rated with a PASER rating of 2 which indicates these streets require complete reconstruction. City staff patch the streets at least once per year, particularly before winter so the streets can be plowed without further damaging the pavement in the process. Pictures of the streets are located in ***Appendix A***.

Proposed improvements include removing the existing bituminous pavement and aggregate base along with 2 feet of the unsuitable subgrade material. Two (2) feet of select granular sand will then be placed over geotextile fabric, with drain tile added at the low points, followed by 4 inches of aggregate base, and 3.5 inches of bituminous pavement, generally meeting the City of Ramsey's standard pavement design.

Existing ditches will require re-grading due to the soil corrections for residential streets, however, driveway culverts are not anticipated to be affected by this project. Drain tile will be added to properly drain the soil corrections. No other storm sewer improvements are proposed with this project.

The engineer's opinion of probable costs for completing the proposed improvements outlined in this report is $239,464.57. Estimated costs include 5-percent contingency costs plus 23-percent indirect costs for administrative, engineering, finance and legal costs. A summary of the engineer's opinion of probably costs is included in ***Appendix B***.

A total of 8 assessable parcels have been identified. Staff recommends applying 25-percent of the eligible project costs equally across the 8 assessable properties using the "per lot" assessment method. Eligible project costs include everything except subgrade correction costs. This results in a proposed preliminary assessment rate of $3,919.90 per assessable parcel.

Staff recommends ordering a special benefit consultation report for this project to verify the proposed assessment amount will not exceed the benefit to the properties. If the report concludes the benefit to the properties is less than the proposed preliminary assessment rate, Staff will then propose to lower the assessment rate accordingly during the Assessment Hearing, which is scheduled for October 8, 2019. If the report verifies the assessment rate as proposed is justified, Staff will propose to adopt the final assessment roll using the rate as preliminarily proposed.

Two (2) soil borings were completed by Braun Intertec to assist with the preparation of this report. Pavement design recommendations were offered by Braun Intertec, and Staff considered and incorporated Braun's recommendations to varying degrees while preparing this report. Ground Penetrating Radar (GPR) was conducted on all street segments within the project. The GPR identifies existing bituminous pavement and aggregate base thicknesses, and is used to help Staff determine the appropriate treatment. Copies of Braun Intertec's GPR results and Geotechnical Exploration are attached in ***Appendix C***.

This improvement project, which is listed in the City's current 10-year Capital Improvement Plan, is proposed to be funded using a combination of special assessments to benefiting properties, street reconstruction bond proceeds, and storm sewer funds.

Staff has not yet discussed the proposed improvements with local property owners. However, Staff has scheduled a neighborhood information meeting for November 8, 2018 for the purpose of explaining the proposed improvements and assessments in more detail, and to gather public input on the project, including any information which should be explored in more detail during development of plans and specifications. Staff will incorporate comments and present this information to Council during the Public Hearing on November 13, 2018.

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

2. INTRODUCTION

2.1 Authorization

The preparation of this report was authorized by the Ramsey City Council on August 28, 2018. This project has been designated as City Improvement Project No. 19-01.

2.2 Program Overview

In support of the City's long-term Street Maintenance Program, the existing bituminous pavement section will be reconstructed, and existing ditches will be re-graded to enhance drainage. Other appurtenant work will be completed as outlined in this report.

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

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

In the summer of 2018, City Staff evaluated and rated the condition of the pavement along the Ford Brook Estates street segments. A PASER rating of 2 was assigned to 180th Lane and Krypton Street.

2.3 Scope

City of Ramsey Improvement project 19-01 proposes to perform subgrade soil corrections, reconstruct the existing bituminous pavement, re-shape the ditches to enhance drainage, and to complete other appurtenant work on 180th Lane from Trunk Highway 47 to Krypton Street, and on Krypton Street from 180th Lane to its termini cul-de-sac which totals approximately 860 linear feet (0.16 miles) in length.

The existing bituminous pavement section is proposed to be reconstructed by replacing the existing bituminous pavement, aggregate base, and 2 feet of unsuitable subgrade material with 2 feet of select granular borrow placed on geotextile fabric, 4 inches of imported or reclaimed aggregate base, and 3.5 inches of bituminous pavement. The resulting pavement design will generally meet current City design standards for residential pavement sections.

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

3. EXISTING CONDITIONS

3.1 Existing Pavement, Soil, and Traffic Conditions.

All streets proposed to be improved were constructed in 1981 with bituminous pavement, class 5 aggregate base, and ditches. The streets are generally centered within a 66-foot wide right-of-way.

Pavement maintenance treatments applied to the street segments included crack seal and seal coat improvements in 1987, an overlay in 1997, and crack seal and seal coat improvements in 2002 and 2012. Spot patching has been performed on an as-needed basis, and has been a yearly treatment recently. In 2018, Staff assigned a PASER rating of 2 on both street segments.

In September of 2018, City Staff recorded a traffic volume of 54 average annual daily traffic (AADT) on 180th Lane west of TH 47. Since Krypton Street is only accessed by 180th Lane, it can be reasonably stated that Krypton Street would have even less traffic. The speed limit is 30 mph for these street segments.

Braun Intertec was employed to complete a Geotechnical Exploration and Engineering Review for this project, which included two (2) soil borings spaced at approximately 600-feet along 180th Lane/Krypton Street, including 1 boring in the cul-de-sac on Krypton Street. The locations of the borings are shown in the Soil Boring Location Map in the Appendix of Braun's report, attached in ***Appendix C***.

The soil borings provide information on existing bituminous pavement and aggregate base course thicknesses, subgrade soil conditions, existing ground water elevations, and potential issues, which may be encountered during construction. All borings terminated at a nominal depth of 11 feet below the existing ground surface. There was no groundwater observed during the soil borings. Based on the work proposed and the lack of groundwater at a depth of 11 feet below the existing ground surface, groundwater is not anticipated to be encountered during work completed with this proposed project.

The soil borings generally indicate the existing bituminous pavement thickness ranges between 4 to 5 inches, and aggregate base thickness is 5 inches. The subgrade generally consists of silty sand, lean clay with sand, and lean clay. This lean clay layer varies from 2 to 9 feet below existing ground. Poorly graded sand was found below the lean clay layer at 4 to 9 feet below existing ground and generally extends to the bottom of the borings (11 feet).

Braun Intertec was employed to complete a ground penetrating radar (GPR) analysis for the project area, which included driving the GPR equipped vehicle throughout all street segments within the project area. A summary table and charts of the GPR Analysis are attached in ***Appendix C***. The GPR data determined a median bituminous pavement thickness of 4.3 inches, and a median aggregate base thickness of 4.1 inches. The median street pavement and base section thickness was 8.2 inches, with a minimum section of 6.1 inches located on 180th Lane, 111 feet west of the intersection with Trunk Highway 47.

3.2 Watermain

Watermain does not exist on site.

3.3 Sanitary Sewer

Sanitary sewer does not exist on site.

3.4 Storm Sewer / Drainage

The storm sewer system consists of ditches along both sides of the road within the right-of-way and drainage and utility easement, which direct stormwater runoff to the ditch along TH47 and north to Ford Brook.

3.5 Streets

3.5.1 Existing Typical Sections

The pavement width of 180th Lane and Krypton Street is 24 feet. The cul-de-sac on Krypton Street is 85 feet in diameter. The streets are centered within a 66-foot wide City-owned right-of-way, with a 120-foot wide right-of-way around the cul-de-sac on Krypton Street.

3.5.2 Maintenance History

Ford Brook Estates was originally constructed in 1981. 180th Lane and Krypton Street received crack seal and seal coat improvements in 1987, an overlay in 1997, crack seal and seal coat improvements in 2002 and 2012.

3.6 Land Use

The parcels within the construction area are zoned rural developing.

4. PROPOSED IMPROVEMENTS

4.1 Street and Stormwater Improvements

4.1.1 Street Improvements

The streets in Ford Brook Estates are proposed to be reconstructed by matching existing widths and elevations with bituminous pavement and ditch sections to carry storm water runoff to Ford Brook, due to the observed presence of clay at the pavement surface, full-depth reclamation is not proposed.

The proposed surface improvements are shown on ***Figure 1*** in ***Appendix A***.

Street Design:
180th Lane and Krypton Street are currently rural residential streets with ditch sections, 24-feet wide to the edge of pavement. The cul-de-sac on Krypton Street is 85-feet in diameter. Existing and proposed traffic counts are consistent with typical residential streets.

180th Lane and Krypton Street mainline street segments are proposed to be reconstructed at their current width. The Krypton Street cul-de-sac is proposed to be reconstructed to a diameter of 100-feet. This will bring the cul-de-sac up to current City standards and allow school buses to use the cul-de-sac. Anoka-Hennepin School District can no longer stop on Highway 47 to pick up or drop off students. A typical section for the proposed pavement reconstruction improvements is shown in ***Figure 2*** in ***Appendix A***.

City Staff is proposing a pavement section design of 1.5 inches bituminous wear course, 2 inches bituminous base course, and 4 inches of aggregate base course. This pavement section would be constructed over 2 feet of imported select granular subgrade after it is shaped and compacted. The select granular is placed on top of geotextile fabric which will help keep the select granular from being contaminated by clay subgrade materials.

4.1.2 Storm Sewer Improvements

The existing ditch sections are in good condition. Re-shaping the ditches will be required due to the subgrade soil corrections, but ditches will be restored to existing grades. The existing driveway culverts are not planned to be replaced. No stormwater treatment improvements are required for this project since the streets are proposed to be reconstructed at their current width.

4.1.3 Geotechnical Considerations

Braun Intertec, Inc. (Braun) completed a Geotechnical Exploration and Engineering Review including two (2) soil borings, located mid-block 180th Lane and the Krypton Street cul-de-sac. The locations of the borings are shown in the Boring Location Map in the Appendix of Braun's report, attached in ***Appendix C***. Braun recommends completing a 6-

8 inch deep reclamation of the existing bituminous pavement and placing 4-inches of aggregate base class 5 or reclaim material, and 3.5-inches of new bituminous pavement. The subgrade discovered was lean clay and it is noted additional work may be required, especially if this material gets wet when exposed. City Staff is in close agreement and propose allowing full-depth reclamation material as an option for the contractor, placing 4-inches of aggregate base class 5 or reclaim material, and 3.5-inches of new bituminous pavement. 2-feet of lean clay subgrade will be removed and replaced with 2-feet of select granular borrow material.

The proposed improvements should have a service life of approximately 60-years, assuming maintenance such as overlays, crack sealing and seal coating is routinely performed.

4.1.4 Other Considerations

Driveways:
Existing driveway aprons may need to be reconstructed to varying degrees. The limits of construction will vary with each driveway apron based on the elevation of the street abutting the driveway and the driveway pavement type. During design, Staff will evaluate the construction limits for each driveway and will incorporate this into the plans, but as with all street reconstruction projects, the exact limits of construction will be determined in the field during construction. Right-of-entry forms will be obtained from private property owners where work is required outside City right-of-ways and easements.

Irrigation Systems:
Developed properties along the project corridor may have private irrigation systems. Staff will notify property owners of pending construction as far in advance as practical to allow them time to move their irrigation systems out of harm's way before work begins.

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

Pavement Corings:
Existing pavement thicknesses have been found to be inconsistent throughout the City. It is now standard practice to have City Staff on-site during pavement installation to insure the proper quantities are being placed. As further conformation, Staff is proposing to collect GPR data or to have pavement corings taken at the conclusion of all reconstruction projects. This is already a requirement on all State Aid projects, and will leave more data on the pavement section for future street maintenance projects.

4.2 Stormwater Treatment

No stormwater retention and/or treatment improvements will be required as a result of this project.

4.3 Water Main Improvements

No watermain improvements are proposed with this project.

4.4 Sanitary Sewer Improvements

No sanitary sewer improvements are proposed with this project.

4.5 Construction Method

The existing pavement will be reconstructed by first removing the existing bituminous pavement, and class 5 aggregate base. Then, the existing subgrade will be corrected by excavating 2-feet of subgrade soils and replacing them with 2-feet of select granular borrow which will be placed on geotextile fabric. However, if during construction it is determined the subgrade soils are suitable enough to allow one or both street segments to be constructed by scarifying 1 or more feet of subgrade soils, this method will then be utilized with concurrence from a soils engineer.

After acceptance of the subgrade material, 4-inches of aggregate base will be installed, followed by 3.5-inches of bituminous pavement in two separate lifts.

4.6 Private Utilities

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

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

4.7 Permits

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

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

A stormwater permit from the Lower Rum River Watershed Management Organization will not be required with this project as street reconstruction projects are exempt.

4.8 Right-of-Ways / Easements

City Staff will obtain required right of entries on a case by case basis.

5. FINANCING

5.1 Opinion of Cost

A detailed opinion of probable costs for the proposed improvements can be found in ***Appendix B*** of this report. The opinion of probable costs incorporates anticipated 2019 construction costs for the proposed improvements with 5-percent contingency costs, plus 23-percent indirect costs for administrative, engineering, financing and legal costs.

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

Braun Intertec prepared the Geotechnical Exploration and Engineering Review, included in ***Appendix C***, at a cost of $3,974.78.

5.2 Funding

5.2.1 Assessments

A portion of the project costs is proposed to be recovered through special assessments levied against the 8 identified benefitting properties; 4 along 180th Lane, and 4 along Krypton Street. Assessments are proposed to be collected for eligible improvements benefiting residential properties with direct access to the improved segments of Ford Brook Estates as described below. A preliminary assessment summary is included below in ***Table 1***.

Residential Assessments:
Special assessments are proposed to be levied against residential properties having direct access to improved streets. To be consistent with previous applications of the Special Assessments Policy, each residential property is proposed to be assessed using the "per lot" method.

Each residential property is preliminarily proposed to be assessed at the rate of $3,919.90 per lot. Since State Statute and the City Charter do not allow for assessments to exceed the benefit to the property, Staff requests Council authorization to order a benefit appraisal consultation for this project in accordance with the City's Special Assessment Policy.

The Preliminary Assessment Map and Roll are included in ***Appendix B***.

TABLE 1
Proposed Preliminary Assessments – 180th Lane, and Krypton Street

STREET SEGMENT	ASSESSMENT PER LOT	No. OF LOTS	TOTAL ASSESSMENTS
180th Lane Residential Assessment	$3,919.90	4	$15,679.60
Krypton Street Residential Assessment	$3,919.90	4	$15,679.60
TOTAL PROJECT ASSESSMENTS			**$31,359.20**

5.2.2 City Contribution

The City contribution to the project would include all funding in excess of the amount collected through special assessments to benefiting properties. No funds have been budgeted for this project. The City's share of eligible project costs related to surface (street) improvements is proposed to come from the previously encumbered 5-year Street Reconstruction and Overlay Program bonds. Stormwater Utility Funds are proposed to pay for all storm sewer improvements.

Table 2 illustrates the proposed project funding based on the design proposed within this report. This funding program assumes construction will occur in 2019.

TABLE 2
Proposed Project Funding

	ASSESSMENTS	CITY FUNDS	TOTAL
Surface	$ 31,359.20	$ 194,880.41	$ 226,239.61
Storm Sewer	-	$ 13,224.96	$ 13,224.96
TOTAL	$ 31,359.20	$ 208,105.37	$ 239,464.57

Total Project Cost		**$ 239,464.57**
Less Special Assessments	-	$ 31,359.20
Subtotal	=	**$ 208,105.37**
Less City Bonding Funds	-	$ 194,880.41
Subtotal	=	**$ 13,224.96**
Less Stormwater Utility Funds	-	$ 13,224.96
TOTAL Remaining Cost	=	**$ 0**

6. PROJECT SCHEDULE

The proposed project schedule is as follows:

Council Orders Feasibility Report ..... August 28, 2018

Council Accepts Feasibility Report / Orders Public Hearing ..... October 23, 2018

Staff Conducts Neighborhood Information Meeting ..... November 8, 2018

Staff Publishes Notices of Public Hearing ..... October 26 & November 2, 2018

Council Conducts Public Hearing / Authorizes Plans and Specifications ..... November 13, 2018

Staff Conducts Private Utility Coordination Meeting ..... November, 2018

Council Approves Plans and Specifications / Authorizes Ad for Bids ..... January 22, 2019

Staff Receives Bids ..... February 20, 2019

Council Awards Contract ..... February 26, 2019

Contractor Begins Construction ..... May, 2019

Contractor Completes Construction ..... August 16, 2019

Council Orders Assessment Hearing ..... September 10, 2019

Council Conducts Assessment Hearing ..... October 8, 2019

7. CONCLUSIONS AND RECOMMENDATIONS

City of Ramsey Improvement Project No. 19-01 proposes to construct subgrade corrections, reconstruct the bituminous pavement section, and complete miscellaneous appurtenant work on the following street segments within the Ford Brook Estates residential subdivision:

1. 180th Lane (approx. 560 linear feet) – Trunk Highway 47 to Krypton Street.
2. Krypton Street (approx. 310 linear feet) – 180th Lane to south cul-de-sac.

It is the recommendation of City Staff that City Project No. 19-01 is feasible, necessary, and cost-effective from an engineering standpoint, and this project would best be constructed as a stand-alone project as proposed herein.

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

1. Staff recommends correcting the subgrade soils by excavating 2-feet of existing subgrade and replacing it with clean imported select granular material on top of geotextile fabric, all at 100% City cost (non-assessable).

2. Staff recommends constructing new bituminous pavement per the City's standard residential pavement section of 4-inches aggregate base class 5 (or reclaim), 2-inches new bituminous base course, and 1 ½"-inches new bituminous wear course.

3. Staff recommends expanding the Krypton Street cul-de-sac to a diameter of 100-feet.

4. Staff recommends excluding private irrigation system work from this project. Instead, Staff will notify property owners of pending construction as far in advance as possible, and instruct them to relocate their irrigation system(s) away from the construction area during construction, then allow replacement in or near the original location after construction is complete.

5. Staff recommends holding a neighborhood information meeting on November 8, 2018 to inform property owners of the proposed improvements and to gather their input prior to competing plans and specifications and requesting Council approval to advertise for bids as outlined in the project schedule.

6. Order an assessment appraisal consultation to ensure special assessments do not exceed the benefit received as a result of the improvements.

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

1. Accept the preliminary residential special assessment rate of $3,919.90 per lot.

2. Authorize an assessment appraisal consultation to ensure all special assessments are commensurate with benefit received from the proposed improvements.

3. Adopt Resolution #18-219 accepting this Feasibility Report and ordering the Public Hearing for November 13, 2018.

APPENDIX A

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


5745
5725
5665
180TH LANE
KRYPTON STREET
18030
18029
5706
18012
18013
SAINT FRANCIS BOULEVARD (TH 47)
IODINE STREET
FORD BROOK ESTATES
PROJECT SCOPE
0
150
300
450
SCALE (FEET)
N
City of
RAMSEY

FIGURE 1

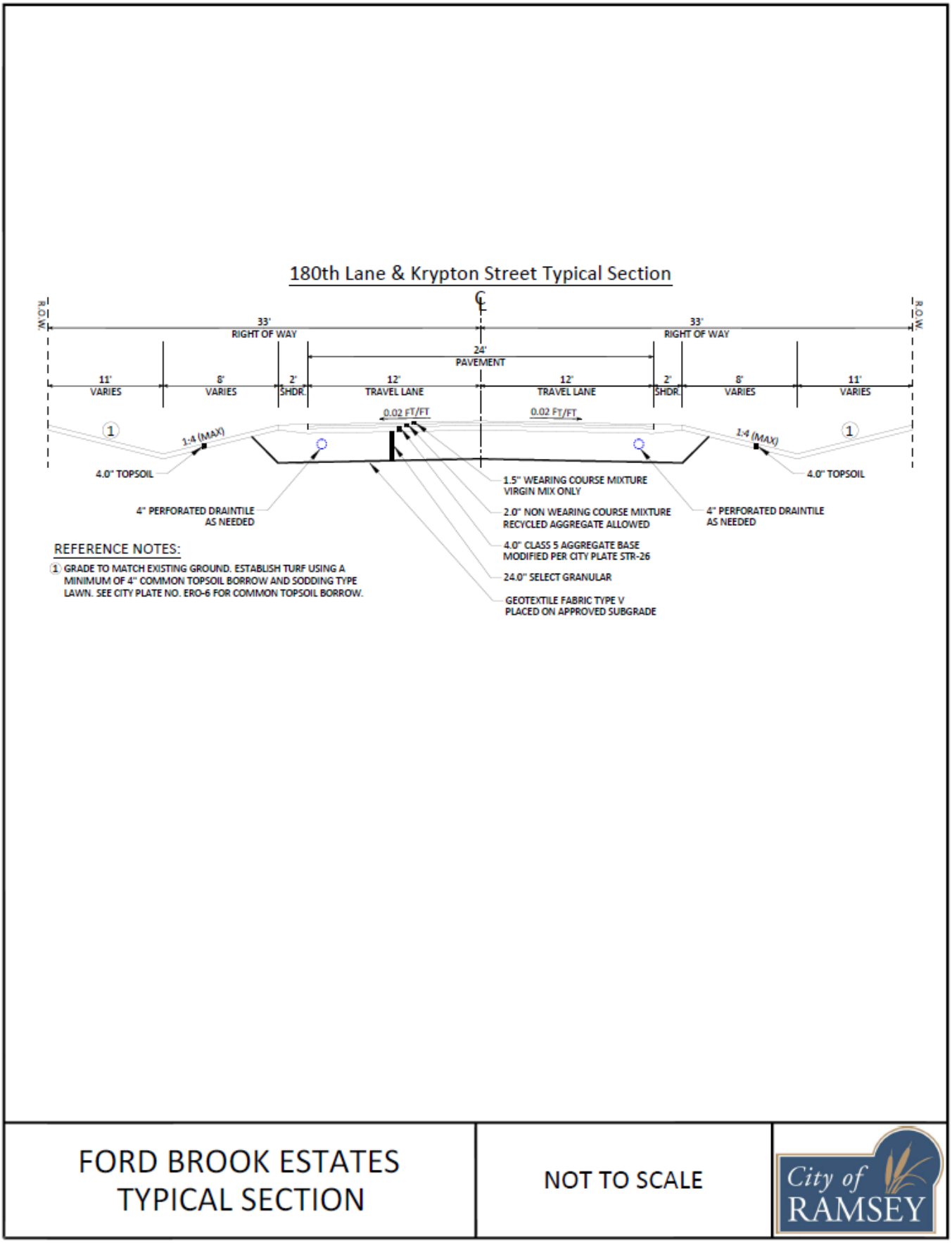

180th Lane & Krypton Street Typical Section
R.O.W.
33'
RIGHT OF WAY
24'
PAVEMENT
33'
RIGHT OF WAY
R.O.W.
11'
VARIES
8'
VARIES
2'
SHDR.
12'
TRAVEL LANE
12'
TRAVEL LANE
2'
SHDR.
8'
VARIES
11'
VARIES
0.02 FT/FT
0.02 FT/FT
1
1:4 (MAX)
1:4 (MAX)
1
4.0" TOPSOIL
4.0" TOPSOIL
4" PERFORATED DRAINTILE
AS NEEDED
4" PERFORATED DRAINTILE
AS NEEDED
1.5" WEARING COURSE MIXTURE
VIRGIN MIX ONLY
2.0" NON WEARING COURSE MIXTURE
RECYCLED AGGREGATE ALLOWED
4.0" CLASS 5 AGGREGATE BASE
MODIFIED PER CITY PLATE STR-26
24.0" SELECT GRANULAR
GEOTEXTILE FABRIC TYPE V
PLACED ON APPROVED SUBGRADE
REFERENCE NOTES:
1 GRADE TO MATCH EXISTING GROUND. ESTABLISH TURF USING A MINIMUM OF 4" COMMON TOPSOIL BORROW AND SODDING TYPE LAWN. SEE CITY PLATE NO. ERO-6 FOR COMMON TOPSOIL BORROW.
FORD BROOK ESTATES
TYPICAL SECTION
NOT TO SCALE
City of
RAMSEY

FIGURE 2

PROJECT SITE PICTURES



Picture 1: 180th Lane from TH 47



Picture 2: 180th Lane from Krypton Street



Picture 3: Krypton Street from 180th Lane

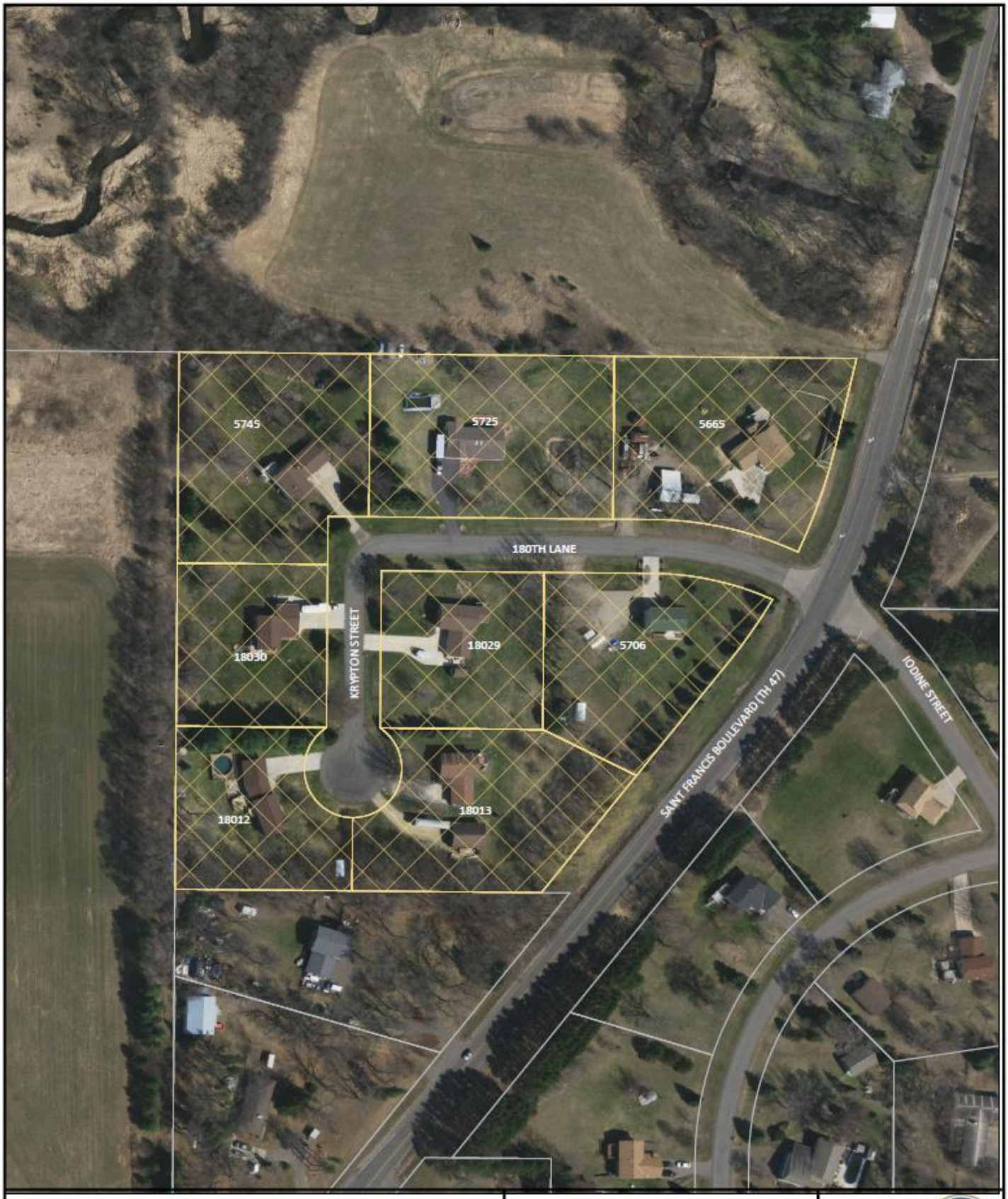


Picture 4: Krypton Street cul-de-sac

APPENDIX B

Opinion of Probable Costs (Preliminary Engineer's Estimate)
Preliminary Assessment Map
Preliminary Assessment Roll

19-01 FORD BROOK ESTATES STREET RECONSTRUCTIONS					
Preliminary Engineer's Estimate					
Street Construction					
Item No.	**Description**	**Unit**	**Estimated Quantity**	**Unit Cost**	**Cost Extension**
1	Mobilization	LS	1	$ 7,000.00	$ 7,000.00
2	Remove Concrete Pavement – Driveways	SF	1,001	$ 2.50	$ 2,502.50
3	Remove Bituminous Pavement – Driveways	SY	67	$ 7.00	$ 469.00
4	Remove Bituminous Pavement	SY	2,761	$ 3.50	$ 9,663.50
5	Sawing Concrete Pavement – Full Depth	LF	126	$ 4.00	$ 504.00
6	Sawing Bituminous Pavement – Full Depth	LF	102	$ 2.50	$ 255.00
7	Salvage and Install Mail Box Support	EA	8	$ 200.00	$ 1,600.00
8	Temporary Mail Box Cluster	EA	1	$ 400.00	$ 400.00
9	Common Excavation (EV)	CY	180	$ 21.00	$ 3,780.00
10	Subgrade Excavation, Remove Unsuitable Material (EV)	CY	2,540	$ 10.00	$ 25,400.00
11	Select Granular Borrow (CV)	CY	3,050	$ 15.00	$ 45,750.00
12	Common Topsoil Borrow (CV)	CY	185	$ 31.00	$ 5,735.00
13	Geotextile Fabric Type V	SY	4,600	$ 1.50	$ 6,900.00
13	Aggregate Base Class 5	CY	451	$ 15.00	$ 6,765.00
14	Mill Bituminous Pavement (2' wide x 1.5" deep)	SY	15	$ 20.00	$ 300.00
15	Bituminous Material for Tack Coat	GAL	209	$ 2.40	$ 501.60
16	Type SP 9.5 Wearing Course Mixture	TON	247	$ 71.00	$ 17,537.00
17	Type SP 12.5 Non Wearing Course Mixture	TON	329	$ 64.00	$ 21,056.00
18	Type SP 9.5 Wearing Course Mixture – Driveways	TON	8	$ 71.00	$ 568.00
19	6" Concrete Driveway Pavement	SF	733	$ 7.25	$ 5,314.25
20	Traffic Control	LS	1	$ 2,500.00	$ 2,500.00
21	Silt Fence, Type MS	LF	350	$ 2.50	$ 875.00
22	Sodding Type Lawn	SY	1,400	$ 7.00	$ 9,800.00
				Total Street Construction Cost	*$ 175,175.85*
				5% Contingency Cost	*$ 8,758.79*
				23% Indirect Cost	*$ 42,304.97*
				Total Street Project Cost	*$ 226,239.62*
Storm Sewer Construction					
Item No.	**Description**	**Unit**	**Estimated Quantity**	**Unit Cost**	**Cost Extension**
1	4" Perforated Pipe Drain	LF	502	$ 20.00	$ 10,040.00
2	4" PVC Pipe Drain Cleanout	EA	1	$ 200.00	$ 200.00
				Total Storm Sewer Construction Cost	*$ 10,240.00*
				5% Contingency Cost	*$ 512.00*
				23% Indirect Cost	*$ 2,472.96*
				Total Storm Sewer Project Cost	*$ 13,224.96*
				Total Estimated Project Cost	**$ 239,464.57**



FORD BROOK ESTATES
ASSESSABLE PROPERTIES

0 150 300 450
SCALE (FEET)

City of RAMSEY

PRELIMINARY ASSESSMENT ROLL – 19-01 FORD BROOK ESTATES STREET RECONSTRUCTIONS							
PID	**NAME / OWNER**	**ADDRESS**	**CITY**	**STATE**	**ZIP**	**ASSESSABLE UNITS**	**PROPOSED ASSESSMENT**
23225110004	ROLEY JEFFREY B	5665 180TH LN NW	RAMSEY	MN	55303	1	$ 3,919.90
23225110005	MONSERUD LISA	5725 180TH LN NW	RAMSEY	MN	55303	1	$ 3,919.90
23225110006	LINDBERG RANDY L & CYNTHIA A	5745 180TH LN NW	RAMSEY	MN	55303	1	$ 3,919.90
23225110007	WALZ GERALD E & DARLENE M	18030 KRYPTON ST NW	RAMSEY	MN	55303	1	$ 3,919.90
23225110008	KRUGER TODD B & KATHY A	18012 KRYPTON ST NW	RAMSEY	MN	55303	1	$ 3,919.90
23225110009	KLUCKING JOHN & LAVONNE	18013 KRYPTON ST NW	RAMSEY	MN	55303	1	$ 3,919.90
23225110010	BOEHLKE JAMIE	18029 KRYPTON ST NW	RAMSEY	MN	55303	1	$ 3,919.90
23225110011	DEBROBANDER SANDRA	5706 180TH LN NW	RAMSEY	MN	55303	1	$ 3,919.90
TOTALS						**8**	**$ 31,359.20**

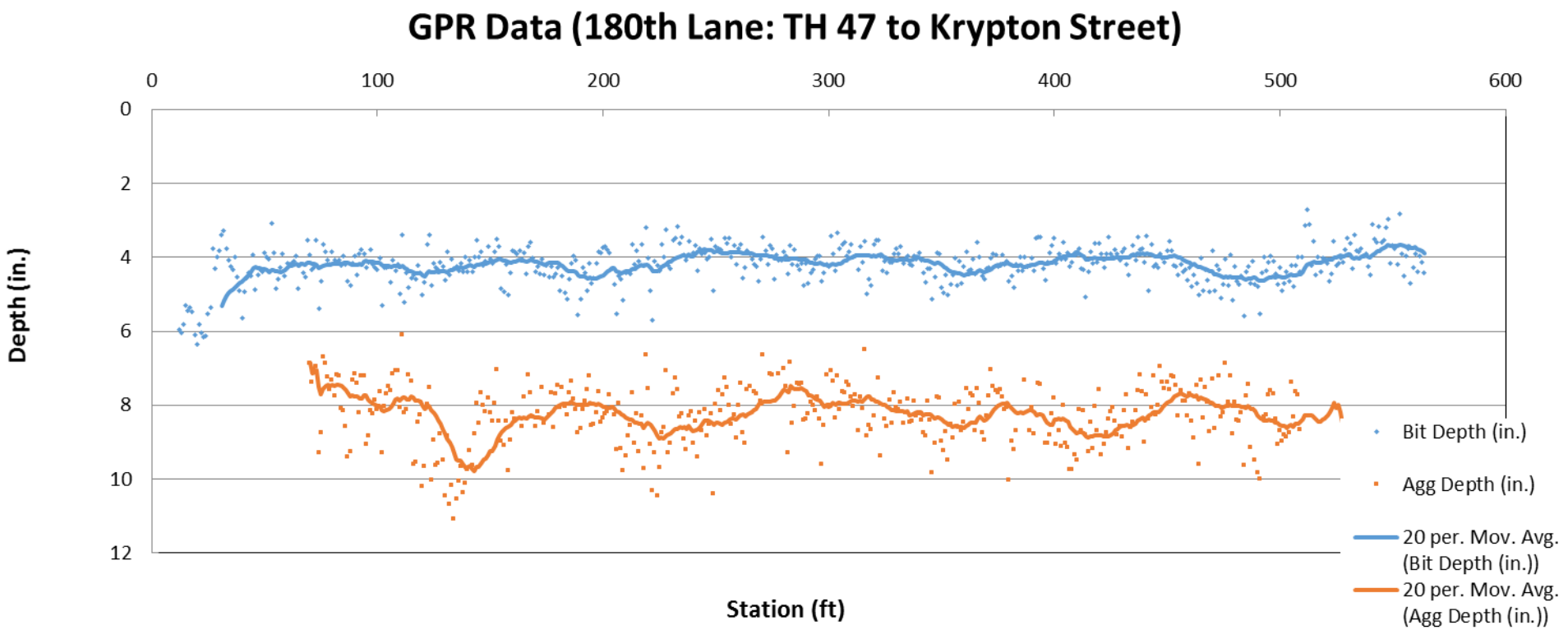
APPENDIX C

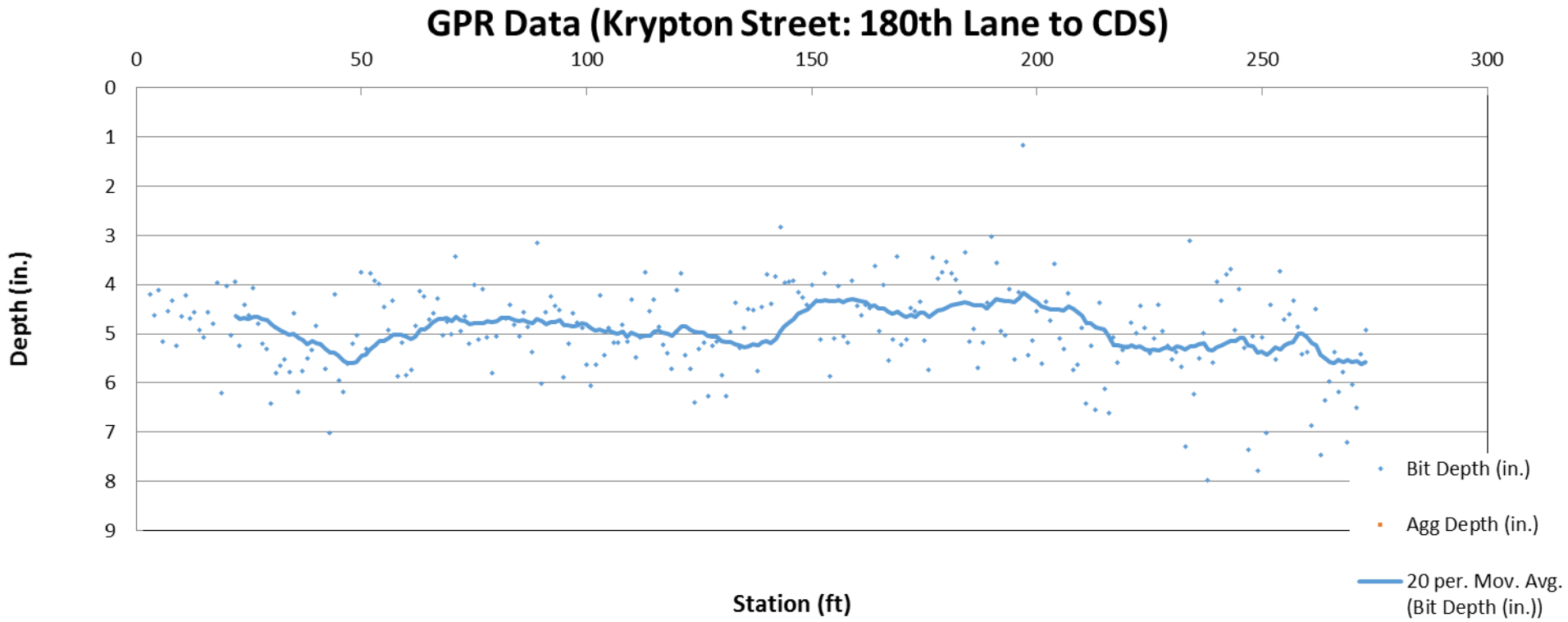
Street Segment Summary
Ground Penetrating Radar (GPR) Results
Geotechnical Exploration and Engineering Review

STREET SEGMENT SUMMARY

Street	Segment Description	Length	Width	Curb	2018 Rating	Year Built	Maint. 1	Maint. 2	Maint. 3	Maint. 4
180th Lane	TH 47 / Krypton Street	556	24	n/a	2	1981	SC 1 1987	OL 1997	SC 2 2002	SC 3 2012
Krypton Street	180th Lane / CDS	308	24	n/a	2	1981	SC 1 1987	OL 1997	SC 2 2002	SC 3 2012

Ford Brook Estates GPR Summary										
Project Segment		Pavement			Aggregate			Section		
Street	Segment Description	Min	Max	Med	Min	Max	Med	Med	Min	Location
180th Lane	TH 47 / Krypton Street	2.7	6.4	4.2	2.4	6.8	4.1	8.2	6.1	111' west of TH 47.
Krypton Street	180th Lane / CDS	1.2	8.0	4.9	n/a	n/a	n/a	n/a	n/a	Base not picked up due to ambient noise.
Project Summary		*1.2*	*8.0*	*4.3*	*2.4*	*6.8*	*4.1*	*8.2*	*6.1*	*180th Lane 111' west of TH 47.*


GPR Data (180th Lane: TH 47 to Krypton Street)
0
100
200
300
400
500
600
0
2
4
6
8
10
12
Depth (in.)
Station (ft)
Bit Depth (in.)
Agg Depth (in.)
20 per. Mov. Avg. (Bit Depth (in.))
20 per. Mov. Avg. (Agg Depth (in.))


GPR Data (Krypton Street: 180th Lane to CDS)
0
50
100
150
200
250
300
0
1
2
3
4
5
6
7
8
9
Depth (in.)
Station (ft)
Bit Depth (in.)
Agg Depth (in.)
20 per. Mov. Avg. (Bit Depth (in.))

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

CC Regular Session **7. 8.**

Meeting Date: 10/23/2018

By: Bruce Westby, Engineering/Public Works

Information

Title:

Adopt Resolution #18-220 Accepting Feasibility Report and Ordering Public Hearing for Improvement Project #19-02, Brookview Estates Street Reconstructions

Purpose/Background:

Purpose:

The purpose of this case is to consider adopting Resolution #18-220 accepting a Feasibility Report and ordering a Public Hearing for Improvement Project #19-02, Brookview Estates Street Reconstructions.

Background:

City Improvement Project No. 19-02 proposes to reconstruct streets within the Brookview Estates neighborhood including 173rd Avenue and Germanium Street. The streets total approximately 2,662 linear feet (0.50 miles) in length. A map showing the location and scope of the proposed improvements is included as ***Figure 1*** in ***Appendix A.***

The streets were constructed in 1979 as rural sections with bituminous pavement to a width of 24 feet, and are generally centered within a 66-foot wide right-of-way.

The storm sewer system generally consists of ditches along both sides of the road within the right-of-way and drainage and utility easements. Storm runoff collects in the ditch along Germanium Street and is carried north to the Trott Brook through an outlet pipe located in the north cul-de-sac. Storm runoff collects in the ditch along 173rd Avenue and goes across land into the Rum River to the east.

The existing bituminous pavement section ranges from 2.0 to 6.0 inches thick, with a median thickness of 3.6-inches, and the aggregate base ranges from 0.8 to 5.0 inches thick, with a median thickness of 2.7-inches. This was determined from Ground Penetrating Radar (GPR) analysis performed by Braun Intertec in 2017, as well as from field observations and record plan documents. Copies of Braun Intertec's GPR results are attached in ***Appendix C***. The pavement section was built on primarily poorly graded sands with silts subgrade material which is generally considered usable for pavement support with the proper preparation.

City staff evaluates and rates the condition of pavement sections on all City streets on an annual basis using the Pavement Surface Evaluation and Rating (PASER) system. In the summer of 2018, the pavement section of the above referenced street segments were rated with a PASER rating of 3 which indicates these streets require complete reconstruction. City staff patch the streets at least once per year, particularly before winter so the streets can be plowed without further damaging the pavement in the process. Pictures of the streets are located in ***Appendix A***.

Proposed improvement include reconstructing the existing bituminous pavement section using the Full Depth

Reclamation (FDR) process. This process involves reclaiming the entire existing bituminous pavement section, along with the existing aggregate base material. A portion of this reclaimed (ground and mixed) material would then be spread and compacted on top of the reshaped and compacted subgrade. Then, 3.5 inches of bituminous pavement would be placed, generally meeting the City of Ramsey's standard pavement design for residential streets.

Existing ditches will likely require re-grading and other drainage construction is likely, however, driveway culverts are generally not anticipated to be affected by this project. Additional storm sewer is anticipated to be added to improve storm runoff water quality prior to flowing into Trott Brook. Drainage easements may be needed in one or more locations.

The engineer's opinion of probable costs for completing the proposed improvements outlined in this report is $502,555.46. Estimated costs include 5-percent contingency costs plus 23-percent indirect costs for administrative, engineering, finance and legal costs. A summary of the engineer's opinion of probably costs is included in ***Appendix B***

A total of 21 assessable parcels have been identified. Staff recommends applying 25-percent of the eligible project costs equally across the 21 assessable properties using the "per lot" assessment method. Eligible project cost include everything except subgrade corrections and guardrail modification costs. This results in a proposed preliminary assessment rate of $4,418.30 per assessable parcel.

Staff recommends ordering a special benefit consultation report for this project to verify the proposed assessment amount will not exceed the benefit to the properties. If the report concludes the benefit to the properties is less than the proposed preliminary assessment rate, Staff will then propose to lower the assessment rate accordingly during the Assessment Hearing, which is scheduled for October 8, 2019. If the report verifies the assessment rate as proposed is justified, Staff will propose to adopt the final assessment roll using the rate as preliminarily proposed.

Seven (7) soil borings were completed by Northern Technologies (NTI) to assist with the preparation of this report. Pavement design recommendations were offered by NTI, and Staff considered and incorporated NTI's recommendations to varying degrees while preparing this report. Ground Penetrating Radar (GPR) was conducted on street segments within the project. The GPR identifies existing bituminous pavement and aggregate base thicknesses, and is used to help Staff determine the appropriate treatment. Copies of Braun Intertec's GPR results and NTI's Geotechnical Exploration Report are attached in***Appendix C***.

This improvement project, which is listed in the City's current 10-year Capital Improvement Plan, is proposed to be funded using a combination of special assessments to benefiting properties, street reconstruction bond proceeds, and storm sewer funds.

Staff has not yet discussed the proposed improvements with local property owners. However, Staff has scheduled a neighborhood information meeting for November 8, 2018 for the purpose of explaining the proposed improvements and assessments in more detail, and to gather public input on the project, including any information which should be explored in more detail during development of plans and specifications. Staff will incorporate comments and present this information to Council during the Public Hearing on November 13, 2018.

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

Notification:

Upon Council approval, Staff will publish the Public Hearing Notice in the Anoka Union Herald on October 26 and November 2, 2018. Staff will also mail Public Hearing Notices to the owners of all benefiting properties.

Observations/Alternatives:

Observations:
If these streets are not reconstructed in 2019, they would need to be added to the next 5-year SROP to allow reconstruction between 2020 and 2024 instead. However, this would reduce the amount of pavement maintenance work that can be completed in 2019 since no new streets can be added to the current 5-year SROP, which is attached for reference. This is the final year of the 2015 - 2019 Street Reconstruction and Overlay Program (SROP).

Developed properties along the project corridor may have private irrigation systems. Impacts to these systems may occur during construction. Staff will notify property owners in writing of the pending construction as far in advance of construction as possible to allow them time to move their irrigation system components out of the construction area, after which they may replace the components in their original locations.

Following Council approval to order the Public Hearing, Staff will initiate survey work on site to allow this information to be collected before it snows.

Alternatives:
Alternative #1 – Motion to adopt Resolution #18-220 accepting the Feasibility Report and ordering a Public Hearing on November 13, 2018, for Improvement Project #19-02, Brookview Estates Street Reconstructions.

Alternative #2 – Motion denying adoption of Resolution #18-220 at this time.

Funding Source:
The Feasibility Report was completed in-house as part of Staff's normal duties.

Per the attached Feasibility Report, the engineer's opinion of probable project costs is $502,555.46. Staff proposes to fund the proposed improvements using a combination of special assessments to benefiting properties, street reconstruction bond funds, and stormwater utility funds, as needed.

A total of 21 residential parcels will benefit from the proposed improvements and are preliminarily proposed to be assessed for 25-percent of eligible project costs which totals $92,784.30. Subgrade correction costs are not eligible for assessments and are paid 100% by the City. This equates to preliminary assessments of $4,418.30 per parcel. The City will fund the remaining project costs, which totals $409,771.16. The City's costs will be funded using Street Reconstruction and Overlay Program bond funds, as well as a small amount of Stormwater Utility Funds.

Recommendation:
Staff recommends Alternative #1. This will allow the project to be constructed as part of the 2019 Street Maintenance Program, and will allow for the use of special assessments to pay for a portion of the project costs per the applicable provisions of the City Charter, the City's Special Assessments Policy, and Minnesota Statute, Chapter 429.

Action:
Motion to adopt Resolution #18-220 accepting the Feasibility Report and ordering a Public Hearing on November 13, 2018, for Improvement Project #19-02, Brookview Estates Street Reconstructions.

Attachments

Resolution 18-220
MSS Chap 429
Charter Chap 8
Spec Assessments Policy
5 Yr SROP
IP1902 Feasibility Report

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	10/18/2018 04:48 PM

Form Started By: Bruce Westby Started On: 10/16/2018 08:37 AM

Final Approval Date: 10/18/2018

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

RESOLUTION #18-220

RESOLUTION ORDERING FEASIBILITY REPORT FOR IMPROVEMENT PROJECT #19-02, BROOKVIEW ESTATES STREET RECONSTRUCTIONS

WHEREAS, pursuant to a resolution of the City Council adopted August 28, 2018, a Feasibility Report has been prepared by the City Engineer with reference to proposed improvements to approximately 0.50 miles of streets within the Brookview Estates development including the reconstructions of 173rd Avenue and Germanium Street, and other appurtenant work; and

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

WHEREAS, the City Council received the Feasibility Report on October 23, 2018; and

WHEREAS, the Feasibility Report provides information regarding whether the proposed project is necessary, cost-effective and feasible; whether the improvements should be made as proposed or in conjunction with some other improvement; the estimated cost of the improvements as recommended; and a description of the methodology used to calculate individual assessments for benefitted properties.

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

1) The Council will consider the proposed improvements for said streets in accordance with the Feasibility Report and the assessment of benefiting properties for all or a portion of the cost of the improvements pursuant to Minnesota Statues, Chapter 429, the City Charter, and the City's adopted Special Assessments Policy, at an estimated total cost of $502,555.46.

2) A Public Hearing will be held on such improvements on the 13th day of November, 2018 in the Council Chambers of City Hall at 7:00 p.m., and the Clerk shall give mailed and published notice of such hearing and improvements as required by law.

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

and the following voted against the same:

and the following abstained:

and the following were absent:

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

_____
Mayor

ATTEST:

_____
City Clerk

CHAPTER 429

LOCAL IMPROVEMENTS, SPECIAL ASSESSMENTS

429.011 DEFINITIONS.
429.021 LOCAL IMPROVEMENTS, COUNCIL POWERS.
429.031 PRELIMINARY PLANS, HEARINGS.
429.035 IMPROVEMENTS, PETITION.
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429.071 SUPPLEMENTAL ASSESSMENTS; REASSESSMENT.
429.081 APPEAL TO DISTRICT COURT.
429.091 FINANCING.
429.101 UNPAID SPECIAL CHARGES MAY BE SPECIAL ASSESSMENTS.
429.111 CHARTER PROVISIONS, EFFECT.

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

429.011 DEFINITIONS.

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

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

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

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

(2) a county in the case of construction, reconstruction, or improvement of a county highway as defined in section 160.02 including curbs and gutters and storm sewers;

(3) a county exercising its powers and duties under section 444.075, subdivision 1;

(4) a county for expenses not paid for under section 403.113, subdivision 3, paragraph (b), clause (3);

(5) a county in the case of the abatement of nuisances; and

(6) a county operating an energy improvements financing program under section 216C.436 or 216C.437.

Subd. 2b. **Municipality; certain towns.** "Municipality" also includes any town not having the powers granted herein pursuant to any other law in the case of construction, reconstruction or improvement of a town road including curbs and gutters and storm sewers and in the case of those improvements designated in section 429.021, subdivision 1, clauses (1), (2), (4), (5), (6), (7), (8), and (10).

Subd. 3. **Council.** "Council" means the body of the city having general legislative powers, the town board of the town, or the county board of a county.

Subd. 4. **Clerk.** "Clerk" means the chief clerical officer of the municipality.

Subd. 5. **Improvement.** "Improvement" means any type of improvement made under authority granted by section 429.021, and in the case of a county is limited to the construction, reconstruction, or improvement of a county state-aid highway or county highway including curbs and gutters and storm sewers, and to the purchase, installation, or maintenance of signs, posts, and markers for addressing related to the operation of enhanced 911 telephone service.

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Subd. 6. **Newspaper.** "Newspaper" means the official newspaper of the municipality, or if there is no official newspaper, a legal newspaper of general circulation in the municipality.

Subd. 7. **Street.** "Street" means any street, alley, or other public way, or any part thereof.

Subd. 8. **Utilities commission.** "Utilities commission" means the municipal board or commission, other than the council, which exercises any authority or control over the operation of any municipally owned public utility.

Subd. 9. **Pedestrian skyway system.** "Pedestrian skyway system" means any system of providing for pedestrian traffic circulation, mechanical or otherwise, elevated above ground, within and without the public right-of-way, and through or above private property and buildings, and includes overpasses, bridges, passageways, walkways, concourses, hallways, corridors, arcades, courts, plazas, elevators, escalators, heated canopies, and accesses and all fixtures, furniture, equipment, facilities, services, and appurtenances which in the judgment of the council will enhance the movement, safety, security, convenience and enjoyment of pedestrians and benefit the city and adjoining properties.

Subd. 10. **Underground pedestrian concourse.** "Underground pedestrian concourse" means any system of providing for pedestrian traffic circulation, mechanical or otherwise, below ground, within and without the public right-of-way, and through or below private property, and includes tunnels, passageways, walkways, concourses, hallways, corridors, arcades, plazas, elevators, escalators, heated canopies, and accesses and all fixtures, furniture, equipment, facilities, and appurtenances which in the judgment of the council will enhance the movement, safety, security, convenience and enjoyment of pedestrians and benefit the city and adjoining properties.

Subd. 11. **Special lighting system.** "Special lighting system" means lights or light displays of any type located within or without the public right-of-way.

Subd. 12. **Acquire.** "Acquire" includes, but is not limited to, the obtaining by purchase, condemnation, or leasing rights or interests in the areas above or below the surface of the ground of real property or structures or improvements thereon.

Subd. 13. **Public mall, plaza, or courtyard.** "Public mall, plaza, or courtyard" means any wholly or partly opened or enclosed public area adjacent to or attached to a wall, fence, commercial structure, hotel, or any other building and designed as a place for passive recreation, public entertainment, exhibition and education, or a pedestrian walk.

Subd. 14. **Fire protection system.** "Fire protection system" means pipes, standpipes, sprinklers, control systems and other devices and equipment installed in or outside a building for the primary purpose of eliminating or reducing the spread of fire in the building or providing for safe evacuation of the building, whether the devices and equipment are publicly or privately owned.

Subd. 15. **Highway sound barriers.** "Highway sound barriers" means sound abatement walls erected along highways to reduce noise levels attributable to vehicular traffic.

Subd. 16. **On-site water contaminant improvements.** "On-site water contaminant improvements" means pipes, wells, and other devices and equipment installed in or outside a building for the primary purpose of eliminating water contamination caused by lead or other toxic or health threatening substances in the water, whether the improvements so installed are publicly or privately owned.

History: *1953 c 398 s 1; 1961 c 338 s 1; 1969 c 741 s 1-3; 1971 c 617 s 1-4; 1973 c 123 art 5 s 7; 1973 c 636 s 1; 1973 c 702 s 22; 1974 c 233 s 1; 1976 c 147 s 1; 1978 c 634 s 1,2; 1979 c 330 s 1; 1983 c 9 s 1;*

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1984 c 478 s 1; 1984 c 591 s 1; 1986 c 315 s 1; 1987 c 138 s 1; 1988 c 564 s 1; 1994 c 614 s 5; 2000 c 490 art 5 s 29,30; 2009 c 88 art 2 s 31; 2010 c 389 art 7 s 4; 2018 c 155 s 34

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

429.021 LOCAL IMPROVEMENTS, COUNCIL POWERS.

Subdivision 1. **Improvements authorized.** The council of a municipality shall have power to make the following improvements:

(1) To acquire, open, and widen any street, and to improve the same by constructing, reconstructing, and maintaining sidewalks, pavement, gutters, curbs, and vehicle parking strips of any material, or by grading, graveling, oiling, or otherwise improving the same, including the beautification thereof and including storm sewers or other street drainage and connections from sewer, water, or similar mains to curb lines.

(2) To acquire, develop, construct, reconstruct, extend, and maintain storm and sanitary sewers and systems, including outlets, holding areas and ponds, treatment plants, pumps, lift stations, service connections, and other appurtenances of a sewer system, within and without the corporate limits.

(3) To construct, reconstruct, extend, and maintain steam heating mains.

(4) To install, replace, extend, and maintain street lights and street lighting systems and special lighting systems.

(5) To acquire, improve, construct, reconstruct, extend, and maintain water works systems, including mains, valves, hydrants, service connections, wells, pumps, reservoirs, tanks, treatment plants, and other appurtenances of a water works system, within and without the corporate limits.

(6) To acquire, improve and equip parks, open space areas, playgrounds, and recreational facilities within or without the corporate limits.

(7) To plant trees on streets and provide for their trimming, care, and removal.

(8) To abate nuisances and to drain swamps, marshes, and ponds on public or private property and to fill the same.

(9) To construct, reconstruct, extend, and maintain dikes and other flood control works.

(10) To construct, reconstruct, extend, and maintain retaining walls and area walls.

(11) To acquire, construct, reconstruct, improve, alter, extend, operate, maintain, and promote a pedestrian skyway system. Such improvement may be made upon a petition pursuant to section 429.031, subdivision 3.

(12) To acquire, construct, reconstruct, extend, operate, maintain, and promote underground pedestrian concourses.

(13) To acquire, construct, improve, alter, extend, operate, maintain, and promote public malls, plazas or courtyards.

(14) To construct, reconstruct, extend, and maintain district heating systems.

(15) To construct, reconstruct, alter, extend, operate, maintain, and promote fire protection systems in existing buildings, but only upon a petition pursuant to section 429.031, subdivision 3.

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(16) To acquire, construct, reconstruct, improve, alter, extend, and maintain highway sound barriers.

(17) To improve, construct, reconstruct, extend, and maintain gas and electric distribution facilities owned by a municipal gas or electric utility.

(18) To purchase, install, and maintain signs, posts, and other markers for addressing related to the operation of enhanced 911 telephone service.

(19) To improve, construct, extend, and maintain facilities for Internet access and other communications purposes, if the council finds that:

(i) the facilities are necessary to make available Internet access or other communications services that are not and will not be available through other providers or the private market in the reasonably foreseeable future; and

(ii) the service to be provided by the facilities will not compete with service provided by private entities.

(20) To assess affected property owners for all or a portion of the costs agreed to with an electric utility, telecommunications carrier, or cable system operator to bury or alter a new or existing distribution system within the public right-of-way that exceeds the utility's design and construction standards, or those set by law, tariff, or franchise, but only upon petition under section 429.031, subdivision 3.

(21) To assess affected property owners for repayment of voluntary energy improvement financings under section 216C.436, subdivision 7, or 216C.437, subdivision 28.

Subd. 2. **Combining improvements.** An improvement on two or more streets or two or more types of improvement in or on the same street or streets or different streets may be included in one proceeding and conducted as one improvement.

Subd. 3. **Relation to charter and other laws.** When any portion of the cost of an improvement is defrayed by special assessments, the procedure prescribed in this chapter shall be followed unless the council determines to proceed under charter provisions; but this chapter does not prescribe the procedure to be followed by a municipality in making improvements financed without the use of special assessments.

If the council determines to proceed under charter provisions for special assessments, such provisions shall be deemed to include a requirement that notices of proposed assessments inform property owners of the procedures they must follow under the charter in order to appeal the assessments to district court. The notices shall also inform property owners of the provisions of sections 435.193 to 435.195 and the existence of any deferment procedure established pursuant thereto in the municipality.

Charter provisions shall also be deemed to require that when the council determines to make any improvement, it shall let the contract for all or part of the work, or order all or part of the work done by day labor or otherwise as may be authorized by the charter, no later than one year after the adoption of the resolution ordering such improvement, unless a different time limit is specifically stated in the resolution ordering the improvement.

History: *1953 c 398 s 2; 1965 c 877 s 1; 1971 c 617 s 5; 1973 c 201 s 1; 1974 c 233 s 2; 1974 c 314 s 1; 1976 c 195 s 1; 1978 c 518 s 1; 1979 c 330 s 2; 1981 c 334 s 5; 1984 c 548 s 4; 1984 c 582 s 3; 1984 c 591 s 2; 1984 c 633 s 2; 1987 c 138 s 2; 1997 c 219 s 5; 2000 c 490 art 5 s 31; 2000 c 493 s 5; 2005 c 67 s 1; 2010 c 216 s 21; 2018 c 155 s 35*

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

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429.031 PRELIMINARY PLANS, HEARINGS.

Subdivision 1. **Preparation of plans, notice of hearing.** (a) Before the municipality awards a contract for an improvement or orders it made by day labor, or before the municipality may assess any portion of the cost of an improvement to be made under a cooperative agreement with the state or another political subdivision for sharing the cost of making the improvement, the council shall hold a public hearing on the proposed improvement following two publications in the newspaper of a notice stating the time and place of the hearing, the general nature of the improvement, the estimated cost, and the area proposed to be assessed. The two publications must be a week apart, and the hearing must be at least three days after the second publication. Not less than ten days before the hearing, notice of the hearing must also be mailed to the owner of each parcel within the area proposed to be assessed and must contain a statement that a reasonable estimate of the impact of the assessment will be available at the hearing, but failure to give mailed notice or any defects in the notice does not invalidate the proceedings. For the purpose of giving mailed notice, owners are those shown as owners on the records of the county auditor or, in any county where tax statements are mailed by the county treasurer, on the records of the county treasurer; but other appropriate records may be used for this purpose. For properties that are tax exempt or subject to taxation on a gross earnings basis and are not listed on the records of the county auditor or the county treasurer, the owners may be ascertained by any practicable means, and mailed notice must be given them as provided in this subdivision.

(b) Before the adoption of a resolution ordering the improvement, the council shall secure from the city engineer or some other competent person of its selection a report advising it in a preliminary way as to whether the proposed improvement is necessary, cost-effective, and feasible and as to whether it should best be made as proposed or in connection with some other improvement. The report must also include the estimated cost of the improvement as recommended. A reasonable estimate of the total amount to be assessed, and a description of the methodology used to calculate individual assessments for affected parcels, must be available at the hearing. No error or omission in the report invalidates the proceeding unless it materially prejudices the interests of an owner.

(c) If the report is not prepared by an employee of a municipality, the compensation for preparing the report under this subdivision must be based on the following factors:

(1) the time and labor required;

(2) the experience and knowledge of the preparer;

(3) the complexity and novelty of the problems involved; and

(4) the extent of the responsibilities assumed.

(d) The compensation must not be based primarily on a percentage of the estimated cost of the improvement.

(e) The council may also take other steps prior to the hearing, including, among other things, the preparation of plans and specifications and the advertisement for bids that will in its judgment provide helpful information in determining the desirability and feasibility of the improvement.

(f) The hearing may be adjourned from time to time, and a resolution ordering the improvement may be adopted at any time within six months after the date of the hearing by vote of a majority of all members of the council when the improvement has been petitioned for by the owners of not less than 35 percent in frontage of the real property abutting on the streets named in the petition as the location of the improvement. When there has been no such petition, the resolution may be adopted only by vote of four-fifths of all members of the council; provided that if the mayor of the municipality is a member of the council but has

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no vote or votes only in case of a tie, the mayor is not deemed to be a member for the purpose of determining a four-fifths majority vote.

(g) The resolution ordering the improvement may reduce, but not increase, the extent of the improvement as stated in the notice of hearing.

Subd. 2. **Approval by park board or utilities commission.** A resolution ordering a park improvement may be adopted only by a four-fifths vote of the council and shall also be approved by the park board, if there is one; provided, that if the mayor of the municipality is a member of the council but has no vote or votes only in case of a tie, the mayor shall not be deemed to be a member for the purpose of determining such four-fifths majority vote. A resolution ordering an improvement of the water, sewer, steam heating, street lighting or other facility over which a utilities commission has jurisdiction shall also be approved by the utilities commission.

Subd. 3. **Petition by all owners.** Whenever all owners of real property abutting upon any street named as the location of any improvement shall petition the council to construct the improvement and to assess the entire cost against their property, the council may, without a public hearing, adopt a resolution determining such fact and ordering the improvement. The validity of the resolution shall not be questioned by any taxpayer or property owner or the municipality unless an action for that purpose is commenced within 30 days after adoption of the resolution as provided in section 429.036. Nothing herein prevents any property owner from questioning the amount or validity of the special assessment against the owner's property pursuant to section 429.081. In the case of a petition for the municipality to own and install a fire protection system, a pedestrian skyway system, or on-site water contaminant improvements, the petition must contain or be accompanied by an undertaking satisfactory to the city by the petitioner that the petitioner will grant the municipality the necessary property interest in the building to permit the city to enter upon the property and the building to construct, maintain, and operate the fire protection system, pedestrian skyway system, or on-site water contaminant improvements. In the case of a petition for the installation of a privately owned fire protection system, a privately owned pedestrian skyway system, or privately owned on-site water contaminant improvements, the petition shall contain the plans and specifications for the improvement, the estimated cost of the improvement and a statement indicating whether the city or the owner will contract for the construction of the improvement. If the owner is contracting for the construction of the improvement, the city shall not approve the petition until it has reviewed and approved the plans, specifications, and cost estimates contained in the petition. The construction cost financed under section 429.091 shall not exceed the amount of the cost estimate contained in the petition. In the case of a petition for the installation of a fire protection system, a pedestrian skyway system, or on-site water contaminant improvements, the petitioner may request abandonment of the improvement at any time after it has been ordered pursuant to subdivision 1 and before contracts have been awarded for the construction of the improvement under section 429.041, subdivision 2. If such a request is received, the city council shall abandon the proceedings but in such case the petitioner shall reimburse the city for any and all expenses incurred by the city in connection with the improvement.

History: *1953 c 398 s 3; 1955 c 811 s 1; 1957 c 430 s 1; 1961 c 525 s 1,2; 1963 c 771 s 1; 1965 c 877 s 2; 1967 c 57 s 1,2; 1973 c 123 art 5 s 7; 1984 c 548 s 5; 1984 c 582 s 4; 1984 c 591 s 3; 1984 c 633 s 3; 1986 c 444; 1994 c 614 s 6; 1996 c 402 s 1; 2000 c 490 art 5 s 32*

429.035 IMPROVEMENTS, PETITION.

When any petition for the making of any improvement in any statutory city, town, or city of the second, third, or fourth class, however organized, for the cost of which special assessments may be, in whole or in part, levied therefor, is presented to the governing body of the municipality, this body shall, by resolution,

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determine whether or not the petition has been signed by the required percentage of owners of property affected thereby.

History: *(1918-33) 1927 c 311 s 1; 1953 c 398 s 12; 1961 c 338 s 2; 1973 c 123 art 5 s 7*

429.036 APPEAL FROM DETERMINATION OF LEGALITY OF PETITION.

Any person, being aggrieved by this determination, may appeal to the district court of the county in which the property is located by serving upon the clerk of the municipality, within 30 days after the adoption and publication of the resolution, a notice of appeal briefly stating the grounds of appeal and giving a bond in the penal sum of $250, in which the municipality shall be named as obligee, to be approved by the clerk of the municipality, conditioned that the appellant will duly prosecute the appeal, pay all costs and disbursements which may be adjudged against the appellant, and abide by the order of the court. The clerk shall furnish the appellant a certified copy of the petition, or any part thereof, on being paid by appellant of the proper charges therefor. The appeal shall be placed upon the calendar of the next general term commencing more than 30 days after the date of serving the notice and filing the bond and shall be tried as are other appeals in such cases. Unless reversed upon the appeal, the determination of the governing body as to the sufficiency of the petition shall be final and conclusive.

History: *(1918-34) 1927 c 311 s 2; 1986 c 444*

429.04 [Repealed, 1953 c 398 s 13]

429.041 COUNCIL PROCEDURE.

Subdivision 1. **Plans and specifications, advertisement for bids.** When the council determines to make any improvement, it shall let the contract for all or part of the work, or order all or part of the work done by day labor or otherwise as authorized by subdivision 2, no later than one year after the adoption of the resolution ordering such improvement, unless a different time limit is specifically stated in the resolution ordering the improvement. The council shall cause plans and specifications of the improvement to be made, or if previously made, to be modified, if necessary, and to be approved and filed with the clerk, and if the estimated cost exceeds the amount in section 471.345, subdivision 3, shall advertise for bids for the improvement in the newspaper or recognized industry trade journal as defined in section 331A.01, subdivision 11, and for such length of time as it may deem advisable. If the estimated cost exceeds twice the amount in section 471.345, subdivision 3, publication shall be made no less than three weeks before the last day for submission of bids once in the newspaper and at least once in either a newspaper published in a city of the first class or a recognized industry trade journal. The advertisement shall specify the work to be done, shall state the time when the bids will be publicly opened for consideration by the council, which shall be not less than ten days after the first publication of the advertisement when the estimated cost is less than twice the amount in section 471.345, subdivision 3, and not less than three weeks after such publication in other cases, and shall state that no bids will be considered unless sealed and filed with the clerk and accompanied by a cash deposit, cashier's check, bid bond, or certified check payable to the clerk, for such percentage of the amount of the bid as the council may specify. In providing for the advertisement for bids the council may direct that the bids shall be opened publicly by two or more designated officers or agents of the municipality and tabulated in advance of the meeting at which they are to be considered by the council. Nothing herein shall prevent the council from advertising separately for various portions of the work involved in an improvement, or from itself, supplying by such means as may be otherwise authorized by law, all or any part of the materials, supplies, or equipment to be used in the improvement or from combining two or more improvements in a single set of plans and specifications or a single contract.

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Subd. 2. **Contracts; day labor.** In contracting for an improvement, the council shall require the execution of one or more written contracts and bonds, conditioned as required by law. The council shall award the contract to the lowest responsible bidder or it may reject all bids. If any bidder to whom a contract is awarded fails to enter promptly into a written contract and to furnish the required bond, the defaulting bidder shall forfeit to the municipality the amount of the defaulter's cash deposit, cashier's check, bid bond, or certified check, and the council may thereupon award the contract to the next lowest responsible bidder. When it appears to the council that the cost of the entire work projected will be less than the amount in section 471.345, subdivision 3, or whenever no bid is submitted after proper advertisement or the only bids submitted are higher than the engineer's estimate, the council may advertise for new bids or, without advertising for bids, directly purchase the materials for the work and do it by the employment of day labor or in any other manner the council considers proper. The council may have the work supervised by the city engineer or other qualified person but shall have the work supervised by a registered engineer if done by day labor and it appears to the council that the entire cost of all work and materials for the improvement will be more than the lowest amount in section 471.345, subdivision 4. In case of improper construction or unreasonable delay in the prosecution of the work by the contractor, the council may order and cause the suspension of the work at any time and relet the contract, or order a reconstruction of any portion of the work improperly done, and where the cost of completion or reconstruction necessary will be less than the amount in section 471.345, subdivision 3, the council may do it by the employment of day labor.

Subd. 2a. **Best value alternative.** As an alternative to the procurement method described in subdivision 2, the council may issue a request for proposals and award the contract to the vendor or contractor offering the best value as described in section 16C.28, subdivision 1, paragraph (a), clause (2), and paragraph (c).

Subd. 3. **Day labor; detailed report.** When the council has performed construction work by day labor, it shall cause a detailed report to be filed with the clerk and certified by the registered engineer or other person in charge, if there is no registered engineer. The report shall show:

(a) the complete cost of the construction;

(b) final quantities of the various units of work done;

(c) materials furnished for the project and the cost of each item thereof;

(d) cost of labor, cost of equipment hired, and supervisory costs.

The report shall have attached a certificate by the registered engineer or other person in charge that the work was done according to the plans and specifications, or, if there were any deviations from them, an itemized statement of those deviations.

Subd. 4. **Alternate procedure on street improvements.** As to any improvement or improvements consisting of grading, graveling, or bituminous surfacing of streets and alleys, the council may proceed in the manner provided in this chapter, except that it may

(1) order the work done by day labor, regardless of the estimated cost of such improvement or improvements,

(2) use municipal equipment or hire equipment and purchase materials for all such improvements to be done by day labor in any 12-month period by advertising once therefor, such advertisement to call for bids for the furnishing of equipment, if the municipality does not use its own equipment, and for materials at unit prices based on the quantities which the council estimates will be required, and

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(3) contract at one time on a unit price basis for part or all of the street improvements to be constructed by the municipality during the current year, including improvements which may thereafter be ordered constructed.

Subd. 5. **Cooperation with state or local government.** When an improvement is made under a cooperative agreement with the state or another political subdivision by the terms of which the state or other subdivision is to construct or contract to construct the improvement, it shall not be necessary to comply with subdivisions 1 and 2.

Subd. 6. **Percentage payment on engineer's estimate.** In case the contractor properly performs the work, the council shall, from month to month before completion of the work, pay the contractor not to exceed 95 percent of the amount already earned under the contract, upon the estimate of the engineer or other competent person selected by the council, and the contract shall so provide, and shall further agree that when the work is 95 percent or more completed upon the recommendation of the engineer such portions of the retained price shall be released as the governing body of the municipality determines are not required to be retained to protect the municipality's interest in satisfactory completion of the contract. Failure to pay any amount due and payable under the terms of the contract within 30 days of a monthly estimate or 90 days after the final estimate of the amount earned shall obligate the municipality to pay to the contractor simple interest on the past due amount at an annual rate equal to the monthly index of long term United States bond yields for the month prior to the month in which this obligation is incurred plus an additional one percent per annum. Interest shall not be imposed with respect to any amount which a municipality may legally withhold as a result of breach of contract or other contractual claim or if the delay is caused by the contractor.

Subd. 7. **Modification of contracts.** After work has been commenced on an improvement undertaken pursuant to a contract awarded on a unit price basis the council may, without advertising for bids, authorize changes in the contract so as to include additional units of work at the same unit price if the cost of the additional work does not exceed 25 percent of the original contract price. Original contract price means that figure determined by multiplying the estimated number of units required by the unit price.

History: *1953 c 398 s 4; 1957 c 430 s 2,3; 1961 c 525 s 3,4; 1973 c 123 art 5 s 7; 1976 c 156 s 1; 1977 c 278 s 1; 1978 c 518 s 2; 1980 c 464 s 8; 1985 c 174 s 3; 1986 c 444; 1993 c 38 s 1,2; 2001 c 5 s 1,2; 2004 c 278 s 6,7; 2007 c 148 art 3 s 25; 2009 c 152 s 18,19; 2013 c 46 s 2*

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

429.051 APPORTIONMENT OF COST.

The cost of any improvement, or any part thereof, may be assessed upon property benefited by the improvement, based upon the benefits received, whether or not the property abuts on the improvement and whether or not any part of the cost of the improvement is paid from the county state-aid highway fund, the municipal state-aid street fund, or the trunk highway fund. The area assessed may be less than but may not exceed the area proposed to be assessed as stated in the notice of hearing on the improvement, except as provided below. The municipality may pay such portion of the cost of the improvement as the council may determine from general ad valorem tax levies or from other revenues or funds of the municipality available for the purpose. The municipality may subsequently reimburse itself for all or any of the portion of the cost of a water, storm sewer, or sanitary sewer improvement so paid by levying additional assessments upon any properties abutting on but not previously assessed for the improvement, on notice and hearing as provided for the assessments initially made. To the extent that such an improvement benefits nonabutting properties which may be served by the improvement when one or more later extensions or improvements are made but which are not initially assessed therefor, the municipality may also reimburse itself by adding all or any

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of the portion of the cost so paid to the assessments levied for any of such later extensions or improvements, provided that notice that such additional amount will be assessed is included in the notice of hearing on the making of such extensions or improvements. The additional assessments herein authorized may be made whether or not the properties assessed were included in the area described in the notice of hearing on the making of the original improvement.

In any city of the fourth class electing to proceed under a home rule charter as provided in this chapter, which charter provides for a board of water commissioners and authorizes such board to assess a water frontage tax to defray the cost of construction of water mains, such board may assess the tax based upon the benefits received and without regard to any charter limitation on the amount that may be assessed for each lineal foot of property abutting on the water main. The water frontage tax shall be imposed according to the procedure and, except as herein provided, subject to the limitations of the charter of the city.

History: *1953 c 398 s 5; 1955 c 842 s 1; 1957 c 40 s 1; 1959 c 490 s 1; 1961 c 286 s 1*

429.052 STREET OR ROAD IMPROVEMENTS OUTSIDE MUNICIPAL BOUNDARIES.

A municipality may construct street or road improvements outside its jurisdiction with the consent of the affected township, or if the property is located in unorganized territory, the county. When property is brought within the corporate limits of the municipality, the municipality may subsequently reimburse itself for all or any portion of the cost of the improvement for which municipal funds have been expended, by levying an assessment upon any property abutting on, but not previously assessed for, the improvement. No assessment may be so levied unless the property to be assessed was given notice and hearing of the improvements under section 429.031 at the time the improvement was ordered, and subsequently in accordance with the notice, hearing, and appeal rights, provided for under sections 429.061 and 429.081.

History: *2005 c 152 art 1 s 12*

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

429.061 ASSESSMENT PROCEDURE.

Subdivision 1. **Calculation, notice.** At any time after the expense incurred or to be incurred in making an improvement shall be calculated under the direction of the council, the council shall determine by resolution the amount of the total expense the municipality will pay, other than the amount, if any, which it will pay as a property owner, and the amount to be assessed. If a county proposes to assess within the boundaries of a city for a county state-aid highway or county highway, including curbs, gutters, and storm sewers, the resolution must include the portion of the cost proposed to be assessed within the city. The county shall forward the resolution to the city and it may not proceed with the assessment procedure nor may the county allocate any cost under this section for property within the city unless the city council adopts the resolution approving the assessment. Thereupon the clerk, with the assistance of the engineer or other qualified person selected by the council, shall calculate the proper amount to be specially assessed for the improvement against every assessable lot, piece or parcel of land, without regard to cash valuation, in accordance with the provisions of section 429.051. The proposed assessment roll shall be filed with the clerk and be open to public inspection. The clerk shall thereupon, under the council's direction, publish notice that the council will meet to consider the proposed assessment. Such notice shall be published in the newspaper at least once and shall be mailed to the owner of each parcel described in the assessment roll. For the purpose of giving mailed notice under this subdivision, owners shall be those shown to be such on the records of the county auditor or, in any county where tax statements are mailed by the county treasurer, on the records of the county treasurer; but other appropriate records may be used for this purpose. Such publication and mailing shall be no less than two weeks prior to such meeting of the council. Except as to the owners of tax-exempt

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property or property taxes on a gross earnings basis, every property owner whose name does not appear on the records of the county auditor or the county treasurer shall be deemed to have waived such mailed notice unless the owner has requested in writing that the county auditor or county treasurer, as the case may be, include the name on the records for such purpose. Such notice shall state the date, time, and place of such meeting, the general nature of the improvement, the area proposed to be assessed, the total amount of the proposed assessment, that the proposed assessment roll is on the file with the clerk, and that written or oral objections thereto by any property owner will be considered. The notice must also state that no appeal may be taken as to the amount of any assessment adopted pursuant to subdivision 2, unless a written objection signed by the affected property owner is filed with the municipal clerk prior to the assessment hearing or presented to the presiding officer at the hearing. The notice shall also state that an owner may appeal an assessment to district court pursuant to section 429.081 by serving notice of the appeal upon the mayor or clerk of the municipality within 30 days after the adoption of the assessment and filing such notice with the district court within ten days after service upon the mayor or clerk. The notice shall also inform property owners of the provisions of sections 435.193 to 435.195 and the existence of any deferment procedure established pursuant thereto in the municipality. In addition, the notice mailed to the owner must state in clear language the following information:

(1) the amount to be specially assessed against that particular lot, piece, or parcel of land;

(2) adoption by the council of the proposed assessment may be taken at the hearing;

(3) the right of the property owner to prepay the entire assessment and the person to whom prepayment must be made;

(4) whether partial prepayment of the assessment has been authorized by ordinance;

(5) the time within which prepayment may be made without the assessment of interest; and

(6) the rate of interest to be accrued if the assessment is not prepaid within the required time period.

Subd. 2. **Adoption; interest.** At such meeting or at any adjournment thereof the council shall hear and pass upon all objections to the proposed assessment, whether presented orally or in writing. The council may amend the proposed assessment as to any parcel and by resolution adopt the same as the special assessment against the lands named in the assessment roll. Notice of any adjournment of the hearing shall be adequate if the minutes of the meeting so adjourned show the time and place when and where the hearing is to be continued.

The council may consider any objection to the amount of a proposed assessment as to a specific parcel of land at an adjourned hearing upon further notice to the affected property owner as it deems advisable. At the adjourned hearing the council or a committee of it may hear further written or oral testimony on behalf of the objecting property owner and may consider further written or oral testimony from appropriate city officials and other witnesses as to the amount of the assessment. The council or committee shall prepare a record of the proceedings at the adjourned hearing and written findings as to the amount of the assessment. The amount of the assessment as finally determined by the council shall become a part of the adopted assessment roll. No appeal may be taken as to the amount of any assessment adopted under this section unless written objection signed by the affected property owner is filed with the municipal clerk prior to the assessment hearing or presented to the presiding officer at the hearing. All objections to the assessments not received at the assessment hearing in the manner prescribed by this subdivision are waived, unless the failure to object at the assessment hearing is due to a reasonable cause.

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If the adopted assessment differs from the proposed assessment as to any particular lot, piece, or parcel of land, the clerk must mail to the owner a notice stating the amount of the adopted assessment. Owners must also be notified by mail of any changes adopted by the council in interest rates or prepayment requirements from those contained in the notice of the proposed assessment.

The assessment, with accruing interest, shall be a lien upon all private and public property included therein, from the date of the resolution adopting the assessment, concurrent with general taxes; but the lien shall not be enforceable against public property as long as it is publicly owned, and during such period the assessment shall be recoverable from the owner of such property only in the manner and to the extent provided in section 435.19. Unless otherwise provided in the resolution, all assessments shall be payable in equal annual installments extending over such period, not exceeding 30 years, as the resolution determines, payable on the first Monday in January in each year, but the number of installments need not be uniform for all assessments included in a single assessment roll if a uniform criterion for determining the number of installments is provided by the resolution. Assessments on property located in a targeted neighborhood as defined in Laws 1987, chapter 386, article 6, section 4, may be payable in variable annual installments if the resolution provides for a variable payment. The first installment of each assessment shall be included in the first tax rolls completed after its adoption and shall be payable in the same year as the taxes contained therein; except that the payment of the first installment of any assessment levied upon unimproved property may be deferred until a designated future year, or until the platting of the property or the construction of improvements thereon, upon such terms and conditions and based upon such standards and criteria as may be provided by resolution of the council. If special assessments against the property have been deferred pursuant to this subdivision, the governmental unit shall record with the county recorder in the county in which the property is located a certificate containing the legal description of the affected property and of the amount deferred. In any event, every assessment the payment of which is so deferred, when it becomes payable, shall be divided into a number of installments such that the last installment thereof will be payable not more than 30 years after the levy of the assessment. All assessments shall bear interest at such rate as the resolution determines. To the first installment of each assessment shall be added interest on the entire assessment from a date specified in the resolution levying the assessment, not earlier than the date of the resolution, until December 31 of the year in which the first installment is payable, and to each subsequent installment shall be added interest for one year on all unpaid installments; or alternatively, any assessment may be made payable in equal annual installments including principal and interest, each in the amount annually required to pay the principal over such period with interest at such rate as the resolution determines, not exceeding the maximum period and rate specified above. In the latter event no prepayment shall be accepted under subdivision 3 without payment of all installments due to and including December 31 of the year of prepayment, together with the original principal amount reduced only by the amounts of principal included in such installments, computed on an annual amortization basis. When payment of an assessment is deferred, as authorized in this subdivision, interest thereon for the period of deferment may be made payable annually at the same times as the principal installments of the assessment would have been payable if not deferred; or interest for this period may be added to the principal amount of the assessment when it becomes payable; or, if so provided in the resolution levying the assessment, interest thereon to December 31 of the year before the first installment is payable may be forgiven.

Subd. 3. **Transmitted to auditor, prepayment.** After the adoption of the assessment, the clerk shall transmit a certified duplicate of the assessment roll with each installment, including interest, set forth separately to the county auditor of the county to be extended on the proper tax lists of the county; but in lieu of such certification, the council may in its discretion direct the clerk to file all assessment rolls in the clerk's office and to certify annually to the county auditor, on or before November 30 in each year, the total amount of installments of and interest on assessments on each parcel of land in the municipality which are to become due in the following year. If any installment and interest has not been so certified prior to the year when it

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is due, the clerk shall forthwith certify the same to the county auditor for collection in the then succeeding year; and if the municipality has issued improvement warrants to finance the improvement, it shall pay out of its general funds into the fund of the improvement interest on the then unpaid balance of the assessment for the year or years during which the collection of such installment is postponed. All assessments and interest thereon shall be collected and paid over in the same manner as other municipal taxes. The owner of any property so assessed may, at any time prior to certification of the assessment or the first installment thereof to the county auditor, pay the whole of the assessment on such property, with interest accrued to the date of payment, to the municipal treasurer, except that no interest shall be charged if the entire assessment is paid within 30 days from the adoption thereof; and, except as hereinafter provided, the owner may at any time prior to November 15 of any year, prepay to the treasurer of the municipality having levied said assessments, the whole assessment remaining due with interest accrued to December 31 of the year in which said prepayment is made. If the assessment roll is retained by the municipal clerk, the installment and interest in process of collection on the current tax list shall be paid to the county treasurer and the remaining principal balance of the assessment, if paid, shall be paid to the municipal treasurer. The council may by ordinance authorize the partial prepayment of assessments, in such manner as the ordinance may provide, prior to certification of the assessment or the first installment thereof to the county auditor.

Subd. 4. **Collection, tax-exempt property.** On the confirmation of any assessments the clerk shall mail to the county auditor a notice specifying the amount payable by any county, to the clerk or recorder of any other political subdivision a notice specifying the amount payable by the political subdivision and to the owner of any right-of-way, at its principal office in the state, a notice specifying the amount payable on account of any right-of-way. The amount payable on account of any right-of-way or public property shall be payable to the municipality's treasurer and shall be payable in like installments and with like interest and penalties as provided for in reference to the installments payable on account of assessable real property, except that interest accruing shall not begin to run until the notice provided in this subdivision has been properly given and 30 days thereafter have elapsed. The governing body of any such political subdivision shall provide for the payment of these amounts and shall take appropriate action to that end. If the assessment is not paid in a single installment, the municipal treasurer shall annually mail to the owner of any right-of-way and, as long as the property is publicly owned, to the owner of any public property a notice stating that an installment is due and should be paid to the municipal treasurer of the municipality which levied the special assessment. The municipality may collect the amount due on account of the right-of-way of any railroad or privately owned public utility by distress and sale of personal property in the manner provided by law in case of taxes levied upon personal property or by suit brought to enforce the collection of this indebtedness unless a different method of collecting such amounts is provided for by any contract between the owner of any right-of-way and the municipality.

Subd. 5. **Special assessments; administrative expenses.** Notwithstanding any general or special law to the contrary, a municipality shall pay to the county auditor all administrative expenses incurred by the county under subdivision 3 for each special assessment of any local improvement certified by the municipality to the county auditor.

History: *1953 c 398 s 6; 1955 c 811 s 2; 1957 c 510 s 2; 1957 c 699 s 1; 1961 c 77 s 1; 1961 c 525 s 5-7; 1963 c 771 s 2-4; 1965 c 877 s 3; 1969 c 1045 s 1; 1969 c 1095 s 1; 1974 c 314 s 2; 1976 c 195 s 2; 1976 c 324 s 18; 1980 c 509 s 164; 1980 c 560 s 5; 1980 c 607 art 11 s 1,2; 1984 c 478 s 2; 1984 c 543 s 50; 1Sp1985 c 16 art 1 s 3; 1986 c 315 s 2; 1986 c 444; 1986 c 473 s 10,11; 1987 c 344 s 3; 1987 c 386 art 6 s 2; 1991 c 342 s 8; 1993 c 375 art 5 s 33; art 17 s 17; 2005 c 4 s 106*

429.07 [Repealed, 1953 c 398 s 13]

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429.071 SUPPLEMENTAL ASSESSMENTS; REASSESSMENT.

Subdivision 1. **Supplemental assessments.** The council may make supplemental assessments to correct omissions, errors, or mistakes in the assessment relating to the total cost of the improvement or any other particular. A supplemental assessment shall be preceded by personal or mailed notice to the owner of each parcel included in the supplemental assessment and a hearing as provided for the original assessment.

Subd. 2. **Reassessment.** When an assessment is, for any reason whatever, set aside by a court of competent jurisdiction as to any parcel or parcels of land, or in event the council finds that the assessment or any part thereof is excessive or determines on advice of the municipal attorney that the assessment or proposed assessment or any part thereof is or may be invalid for any reason, the council may, upon notice and hearing as provided for the original assessment, make a reassessment or a new assessment as to such parcel or parcels.

Subd. 3. **Reapportionment upon land division.** When a tract of land against which a special assessment has been levied is thereafter divided or subdivided by plat or otherwise, the council may, on application of the owner of any part of the tract or on its own motion equitably apportion among the various lots or parcels in the tract all the installments of the assessment against the tract remaining unpaid and not then due if it determines that such apportionment will not materially impair collection of the unpaid balance of the original assessment against the tract. The council may, and if the special assessment has been pledged to the payment of improvement warrants shall, require the owner or owners, as a condition of such apportionment, to furnish a satisfactory surety bond fully protecting the municipality against any loss resulting from failure to pay any part of the reapportionment assessment when due. Notice of such apportionment and of the right to appeal shall be mailed to or personally served upon all owners of any part of the tract. Within 30 days after the mailing or service of the notice of such apportionment any such owner may appeal as provided in section 429.081.

Subd. 4. **Reassessment, tax-forfeited land.** When a parcel of tax-forfeited land is returned to private ownership and the parcel is benefited by an improvement for which special assessments were canceled because of the forfeiture, the municipality that made the improvement may, upon notice and hearing as provided for the original assessment, make a reassessment or a new assessment as to the parcel in an amount equal to the amount remaining unpaid on the original assessment.

History: *1953 c 398 s 7; 1957 c 366 s 1; 1961 c 525 s 8; 1965 c 877 s 4; 1976 c 259 s 1*

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

429.081 APPEAL TO DISTRICT COURT.

Within 30 days after the adoption of the assessment, any person aggrieved, who is not precluded by failure to object prior to or at the assessment hearing, or whose failure to so object is due to a reasonable cause, may appeal to the district court by serving a notice upon the mayor or clerk of the municipality. The notice shall be filed with the court administrator of the district court within ten days after its service. The municipal clerk shall furnish appellant a certified copy of objections filed in the assessment proceedings, the assessment roll or part complained of, and all papers necessary to present the appeal. The appeal shall be placed upon the calendar of the next general term commencing more than five days after the date of serving the notice and shall be tried as other appeals in such cases. The court shall either affirm the assessment or set it aside and order a reassessment as provided in section 429.071, subdivision 2. If appellant does not prevail upon the appeal, the costs incurred shall be taxed by the court and judgment entered therefor. All

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objections to the assessment shall be deemed waived unless presented on such appeal. This section provides the exclusive method of appeal from a special assessment levied pursuant to this chapter.

History: *1953 c 398 s 8; 1961 c 525 s 9; 1978 c 749 s 2; 1980 c 607 art 11 s 3; 1Sp1986 c 3 art 1 s 82*

429.09 [Repealed, 1953 c 398 s 13]

429.091 FINANCING.

Subdivision 1. **Authority.** At any time after one or more improvements are ordered as contemplated in section 429.031, the council may issue obligations in such amount as it deems necessary to defray in whole or in part the expense incurred and estimated to be incurred in making the improvement or improvements, including every item of cost of the kinds authorized in section 475.65. In the event of any omission, error, or mistake in any of the proceedings required precedent to the ordering of any improvement, the validity of the obligations shall not be affected thereby. The council shall cause all further actions and proceedings to be taken with due diligence that are required for the construction of each improvement financed wholly or partly from the proceeds of obligations issued hereunder, and for the final and valid levy of special assessments and the appropriation of any other funds needed to pay the obligations and interest thereon when due.

Subd. 2. **Types of obligations permitted.** The council may by resolution adopted prior to the sale of obligations pledge the full faith, credit, and taxing power of the municipality for the payment of the principal and interest. Such obligations shall be called improvement bonds and the council shall pay the principal and interest out of any fund of the municipality when the amount credited to the specified fund is insufficient for the purpose and shall each year levy a sufficient amount to take care of accumulated or anticipated deficiencies, which levy shall not be subject to any statutory or charter tax limitation. Obligations for the payment of which the full faith and credit of the municipality is not pledged shall be called assessment revenue notes or, in the case of bonds for fire protection, revenue bonds and shall contain a promise to pay solely out of the proper special fund or funds pledged to their payment. It shall be the duty of the municipal treasurer to pay maturing principal and interest on warrants or revenue bonds out of funds on hand in the proper funds and not otherwise.

Subd. 3. **Method of issuance.** All obligations shall be issued in accordance with the provisions of chapter 475, except as provided in this subdivision.

An election shall be required for bonds if less than 20 percent of the cost of the improvement to the municipality is to be assessed against benefited property.

If the full faith, credit, and taxing power of the municipality is not pledged and the bonds are issued to finance a fire protection system, a public sale shall not be required and the obligations may

(1) mature at any time or times within 30 years from date of issue; or 40 years or the useful life of the asset, whichever is less, for municipal water and wastewater treatment systems and essential community facilities financed or guaranteed by the United States Department of Agriculture;

(2) mature in the amount or amounts;

(3) be sold at a price equal to the percentage of their par value, plus accrued interest; and

(4) bear interest at the rate or rates,

as agreed by the purchaser and the municipality, notwithstanding any limitation of interest rate or cost or of the amounts of annual maturities contained in any other law.

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The maturities shall be such as in the opinion of the council are warranted by the anticipated collections of assessments and ad valorem levies for the municipality's share of the cost; except that the council may in its discretion issue and sell temporary improvement bonds maturing and subject to further conditions as set forth in subdivision 5. All obligations shall state upon their face the purpose of the issue and the fund from which they are payable. The amount of any obligations issued hereunder shall not be included in determining the net indebtedness of any municipality under the provisions of any law limiting such indebtedness.

Subd. 4. **Funds.** The proceeds from the sale of each issue of obligations and from collections of special assessments levied and other moneys appropriated for each improvement to be financed wholly or partly from such proceeds shall be credited to a separate construction fund which shall be used solely to defray expenses of such improvements and payment of principal and interest due upon the obligations prior to completion and payment of all costs of the improvements so financed. Any balance of the proceeds of bonds remaining therein may be used to pay the cost, in whole or in part, of any other improvement instituted pursuant to this chapter. A separate account shall be maintained in the construction fund to record expenditures for each improvement, and when the total cost thereof has been paid all subsequent collections of special assessments levied for the improvement shall be credited and paid into the debt service fund for the obligations issued to finance the improvement, as provided in section 475.61. Any taxes levied for improvements financed by an issue of obligations shall be credited directly to the debt service fund.

Subd. 5. **Temporary improvement bonds.** In anticipation of the issuance of improvement bonds, the council may by resolution issue and sell temporary improvement bonds maturing within not more than three years from their date of issue to pay any part or all of the cost of one or more improvements. To the extent that the principal of and interest on the temporary improvement bonds cannot be paid when due from receipts of special assessments, taxes, or other funds appropriated for the purpose, they shall be paid from the proceeds of improvement bonds or additional temporary improvement bonds which the council shall offer for sale in advance of their maturity but the indebtedness funded by an issue of temporary improvement bonds shall not be extended by the issue of additional temporary improvement bonds for more than six years from the date of the first issue. The holders of any temporary improvement bonds shall have and may enforce, by mandamus or other appropriate proceedings, all rights respecting the levy and collection of sufficient special assessments and taxes to pay the cost of the improvements financed by them which are granted by law to holders of improvement bonds, except the right to require the levies to be collected prior to the maturity of the temporary improvement bonds. If any temporary improvement bonds are not paid in full at maturity, the holders may require the issuance in exchange for them, at par, of new temporary improvement bonds maturing within one year from their date of issue (but not subject to any other maturity limitation), and bearing interest at the maximum rate permitted by law.

Subd. 6. **Investment of other municipal funds.** Funds of a municipality may be invested in its temporary improvement bonds in accordance with the provisions of section 118A.04, and may be purchased upon their initial issue, but shall be purchased only from funds which the council determines will not be required for other purposes before the maturity date, and shall be resold before maturity only in case of emergency. If purchased from a debt service fund securing other bonds, the holders of those bonds may enforce the municipality's obligations on the temporary improvement bonds in the same manner as if they held the temporary improvement bonds.

Subd. 7. **General obligation temporary improvement bonds.** The council may by resolution adopted prior to the sale of any temporary improvement bonds pledge the full faith, credit, and taxing power of the municipality for the payment of the principal and interest, in addition to all provisions made for their security in subdivision 5. In this event the bonds shall be designated as general obligation temporary improvement

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bonds, and the council shall levy taxes for their payment in accordance with section 475.61. Proceeds of improvement bonds or temporary improvement bonds not yet sold may be treated as pledged revenues, in reduction of the tax otherwise required by section 475.61 to be levied prior to delivery of the obligations.

Subd. 7a. **Revolving fund bonds.** The council may by resolution establish a revolving fund for the payment of the costs of any improvement or any waterworks systems, sewer systems, or storm sewer systems described in section 444.075, the costs of facilities to maintain streets and water, sewer, and storm sewer systems and for the payment of any obligations issued to pay the costs of the facilities and systems referred to in this subdivision or to refund obligations issued for those purposes. The council may create within the revolving fund a separate construction account into which the municipality may deposit the proceeds of any obligations payable from the fund, the proceeds of any special assessments collected with respect to any improvement, any net revenues of a waterworks, sewer system, or storm sewer system described in section 444.075 or any other available funds of the municipality appropriated to it. Amounts on deposit in the construction account may be used to pay the costs of any improvement or any waterworks, sewer system, or storm sewer system described in section 444.075 or any street or water, sewer, or storm sewer maintenance facilities. No funds may be expended for an improvement unless at least 20 percent of the costs of each such improvement is to be assessed against benefited property. No funds may be expended for a waterworks, sewer system, or storm sewer system, other than a sewer system described in section 115.46, or maintenance facilities unless the council estimates that the costs will be recovered from the net revenues of the system or any combined waterworks, sewer systems, or storm sewer systems operated by the municipality. The council may also create a separate debt service account within the revolving fund for the payment of principal of and interest on any obligations payable therefrom. Notwithstanding subdivision 4, the council is not required to pledge any particular assessments or other revenues to the payment of the obligations. Collections of special assessments or net revenues may be deposited in either the construction account or the debt service account as the council or an officer designated by the council may determine, having due regard for anticipated collections of special assessments and net revenues from improvements or waterworks, sewer systems, or storm sewer systems financed in whole or in part from the construction account, and taxes levied for the payment of the obligations. The council may issue obligations that are payable primarily from the debt service account for the purpose of providing funds to defray in whole or in part any expenses incurred or estimated to be incurred in making the improvement or improvements or in constructing the waterworks, sewer system, or storm sewer system, including every item of cost of the kinds authorized by section 475.65, and street and water, sewer, and storm sewer maintenance facilities or to refund obligations previously issued under this section or section 115.46 or 444.075. The obligations may be general obligations to which the full faith and credit of the municipality are pledged. If the special assessments to be levied and net revenues estimated to be available for their payment are estimated to be at least 20 percent of the principal amount of the obligations, the obligations may be issued without an election and shall not be included in determining the net indebtedness of the municipality under the provisions of any law limiting net indebtedness. The cost of a maintenance facility that may be financed under this subdivision is limited only to the portion of the facility that is fairly allocable to the maintenance of streets and water, sewer, and storm sewer systems.

Subd. 8. **Application; limitations under federal tax law.** Sections 474A.01 to 474A.21 apply to any issuance of obligations under this section which are subject to limitation under a federal tax law as defined in section 474A.02, subdivision 8.

History: *1953 c 398 s 9; 1955 c 811 s 3-5; 1957 c 385 s 1; 1965 c 877 s 5; 1976 c 324 s 19-21; 1981 c 171 s 1-4; 1984 c 548 s 6; 1984 c 582 s 5,6,23; 1984 c 591 s 4,5; 1984 c 633 s 4; 1Sp1985 c 14 art 8 s 63; 1986 c 465 art 1 s 3; 1987 c 344 s 4,5; 1992 c 545 art 2 s 4; 1996 c 297 s 1; 1996 c 399 art 2 s 12; 2000 c 260 s 57; 2001 c 214 s 11*

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429.10 [Repealed, 1953 c 398 s 13]

429.101 UNPAID SPECIAL CHARGES MAY BE SPECIAL ASSESSMENTS.

Subdivision 1. **Ordinances.** (a) In addition to any other method authorized by law or charter, the governing body of any municipality may provide for the collection of unpaid special charges as a special assessment against the property benefited for all or any part of the cost of:

(1) snow, ice, or rubbish removal from sidewalks;

(2) weed elimination from streets or private property;

(3) removal or elimination of public health or safety hazards from private property, excluding any structure included under the provisions of sections 463.15 to 463.26;

(4) installation or repair of water service lines, street sprinkling or other dust treatment of streets;

(5) the trimming and care of trees and the removal of unsound trees from any street;

(6) the treatment and removal of insect infested or diseased trees on private property, the repair of sidewalks and alleys;

(7) the operation of a street lighting system;

(8) the operation and maintenance of a fire protection or a pedestrian skyway system;

(9) inspections relating to a municipal housing maintenance code violation;

(10) the recovery of any disbursements under section 504B.445, subdivision 4, clause (5), including disbursements for payment of utility bills and other services, even if provided by a third party, necessary to remedy violations as described in section 504B.445, subdivision 4, clause (2); or

(11) [Repealed, 2004 c 275 s 5]

(12) the recovery of delinquent vacant building registration fees under a municipal program designed to identify and register vacant buildings.

(b) The council may by ordinance adopt regulations consistent with this section to make this authority effective, including, at the option of the council, provisions for placing primary responsibility upon the property owner or occupant to do the work personally (except in the case of street sprinkling or other dust treatment, alley repair, tree trimming, care, and removal, or the operation of a street lighting system) upon notice before the work is undertaken, and for collection from the property owner or other person served of the charges when due before unpaid charges are made a special assessment.

(c) A home rule charter city, statutory city, county, or town operating an energy improvements financing program under section 216C.436 or 216C.437 has the authority granted to a municipality under paragraph (a) with respect to energy improvements financed under that section.

Subd. 2. **Procedure for assessment.** Any special assessment levied under subdivision 1 shall be payable in a single installment, or by up to ten equal annual installments as the council may provide, except that a special assessment made under an energy improvements financing program under subdivision 1, paragraph (c), may be repayable in up to 20 equal installments. With these exceptions, sections 429.061, 429.071, and 429.081 shall apply to assessments made under this section.

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Subd. 3. **Issuance of obligations.** (a) After a contract for any of the work enumerated in subdivision 1 has been let, or the work commenced, the council may issue obligations to defray the expense of any such work financed in whole or in part by special charges and assessments imposed upon benefited property under this section.

(b) Section 429.091 shall apply to such obligations with the following modifications:

(1) such obligations shall be payable not more than two years from the date of issuance;

(2) the amount of such obligations issued at one time in a municipality shall not exceed the cost of such work during the ensuing six months as estimated by the council;

(3) a separate improvement fund shall be set up for each of the enumerated services referred to in subdivision 1 and financed under this section.

(c) Proceeds of special charges as well as special assessments and taxes shall be credited to such improvement fund.

History: *1953 c 398 s 10; 1955 c 811 s 6; 1963 c 771 s 5; 1965 c 323 s 2; 1973 c 337 s 1; 1974 c 340 s 1,2; 1984 c 548 s 7; 1984 c 582 s 7; 1984 c 591 s 6; 1984 c 633 s 5; 1986 c 444; 1Sp2003 c 21 art 11 s 29; 2004 c 275 s 2; 2008 c 366 art 6 s 42; 2010 c 216 s 22; 2013 c 85 art 8 s 6; 2018 c 155 s 36*

429.11 [Repealed, 1953 c 398 s 13]

429.111 CHARTER PROVISIONS, EFFECT.

Any city operating under a home rule charter may proceed either under this chapter or under its charter in making an improvement unless a home rule charter or amendment adopted after April 17, 1953, provides for making such improvement under this chapter or under the charter exclusively.

History: *1953 c 398 s 11; 1955 c 811 s 7; 1976 c 44 s 39*

429.12 [Repealed, 1953 c 398 s 13]

429.13 [Repealed, 1953 c 398 s 13]

429.14 [Repealed, 1953 c 398 s 13]

429.15 [Repealed, 1953 c 398 s 13]

429.16 [Repealed, 1953 c 398 s 13]

429.17 [Repealed, 1953 c 398 s 13]

429.18 [Repealed, 1953 c 398 s 13]

429.185 [Repealed, 1949 c 314 s 3]

429.19 [Renumbered 429.035]

429.20 [Renumbered 429.036]

429.21 [Repealed, 1953 c 398 s 13]

429.22 [Repealed, 1953 c 398 s 13]

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429.23 [Repealed, 1953 c 398 s 13]

429.24 [Repealed, 1953 c 398 s 13]

429.25 [Repealed, 1953 c 398 s 13]

429.27 [Repealed, 1953 c 398 s 13]

429.28 [Repealed, 1953 c 398 s 13]

429.29 [Repealed, 1953 c 398 s 13]

429.30 [Renumbered 435.36, subdivision 1]

429.31 [Renumbered 435.36, subd 2]

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CHAPTER 8. - PUBLIC IMPROVEMENTS AND SPECIAL ASSESSMENTS

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

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

(Ord. of 1-25-1993)

Sec. 8.2. - Application of Charter.

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

(Ord. of 1-25-1993)

Sec. 8.3. - Assessments for services.

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

(Ord. of 1-25-1993)

Sec. 8.4. - Local improvement procedure.

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

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

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

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

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

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

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

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

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

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

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

Sec. 8.5. - Computation of time.

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

(Ord. of 1-25-1993)

Sec. 8.6. - Sewer and water projects.

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

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

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

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

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

SPECIAL ASSESSMENTS POLICY AND PROCEDURES FOR PUBLIC IMPROVEMENTS AND MAINTENANCE COSTS

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

SECTION 1. GENERAL POLICY STATEMENT.

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

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

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

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

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

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

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

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

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

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

SECTION 3. INITIATION OF PUBLIC IMPROVEMENT PROJECTS.

Public improvement projects can be initiated in the following ways.

1. Public improvement projects may be initiated by petition of owners of not less than 50% in frontage of the property abutting the proposed improvement in accordance with the provisions of Section 8.4.2 of the City Charter.

2. Public improvements also may be initiated by the City Council when, in its judgment, such action is required and is in accordance with the provisions of Chapter 8 of the City Charter.

3. A resolution ordering any improvements initiated by the Council requires a four-fifths majority vote of all members of the Council. A resolution ordering any improvements petitioned for by owners of not less than 50% of abutting property owners requires a majority vote of all members of the Council. A resolution ordering any improvements initiated by all owners of abutting property, and assessing the entire cost against their property, may be adopted without a public hearing. The Council may consider the request of a Developer to construct the improvements and assess them.

SECTION 4. PUBLIC IMPROVEMENT PROCEDURE.

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

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

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

SECTION 5. FINANCING OF PUBLIC IMPROVEMENTS.

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

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

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

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

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

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

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

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

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

SECTION 7. METHODS OF ASSESSMENT.

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

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

A. "Adjusted Front Footage" Method of Assessment.

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

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

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

2. *Odd Shaped Lots.* For odd shaped lots such as exist on cul-de-sacs and curved streets where there is more than 2 feet of difference between the front and rear lot lines, and where the lots frontage is greater than its depth, the "odd shaped lot" method of determining the adjusted front footage shall be used. The adjusted front footage shall be computed by dividing the area of the lot by 12,000 square feet to determine the equivalent number of front footage units in the parcel. The number of units multiplied by 65 feet will give the adjusted front footage.

3. *Corner Lot Adjustment.* For street and trail assessments, the short side will be assessed the actual front footage. The long side will be assessed one-half the actual side footage. Sanitary sewer and watermain will only be assessed on the short side of a corner lot.

4. *Zonal Assessment.* When the street along the long side of a corner lot is improved, the cost shall be assessed equally to all lots within ½ block in each direction of the street improved. This method may be selected rather than the "corner lot adjustment".

5. *Double Fronting Lots.* When a lot has frontage on two streets, the lot is subject to assessments for improvements to both streets, consistent with this policy, regardless of the timing of the improvements.

B. "Area" Method of Assessment.

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

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

C. "Per Lot" Method of Assessment.

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

SECTION 8. STANDARDS FOR PUBLIC IMPROVEMENT PROJECTS.

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

A. Surface Improvements

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

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

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

B. Sub-Surface Improvements

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

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

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

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

C. Subgrade Improvements

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

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

SECTION 9. POLICIES OF REASSESSMENT.

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

Policy Statement

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

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

SECTION 10. ASSESSMENT COMPUTATIONS.

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

A. Street and Curb and Gutter Improvements

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

B. Sidewalks and Trails

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

C. Storm Sewer Improvements

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

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

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

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

D. Sanitary Sewer Assessments

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

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

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

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

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

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

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

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

E. Watermain Assessments

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

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

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

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

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

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

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

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

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

F. Street Boulevard Trees

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

G. Street Lights

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

H. Other Improvements

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

SECTION 11. DEFERMENT OF SPECIAL ASSESSMENTS.

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

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

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

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

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

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

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

*Original Adoption: 12/9/14 by Resolution #14-12-250
*Amended: 1/13/15 by Resolution #15-01-016 – *Section 6 - #4 Interest to reflect interest rate on bonded projects*

2015 through 2019

Five-Year Street Reconstruction Overlay Plan for the

City of Ramsey, Minnesota

March 10, 2015

Prepared by:

Ehlers & Associates, Inc.
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City of Ramsey, MN

Five-Year Street Reconstruction and Overlay Plan

2015 through 2019

I. INTRODUCTION

In 2002, the Minnesota State Legislature passed into law a bill which generally exempts city bonds issued under a street reconstruction program from the referendum requirements usually required for bonding expenditures. In 2013 the Legislature amended the law to allow bituminous overlays to be included in the street reconstruction program.

II. PURPOSE

Street reconstruction or bituminous overlay is a major expenditure of city funds for the reconstruction or overlay of streets. Street reconstruction and bituminous overlay may include utility replacement and relocation and other incidental costs, turn lanes and other improvements having a substantial public safety function, realignments, other modifications to intersect with state and county roads, and the local share of state and county road projects. Except in the case of turn lanes, safety improvements, realignments, intersection modifications, and local share of state and county road projects, street reconstruction does not include the portion of project costs allocable to widening a street or adding curbs and gutters where none previously existed. A Street Reconstruction and Overlay Plan (SROP) is a document designed to anticipate street reconstruction and overlay expenditures and schedule them over a five-year period so that they may be purchased in the most efficient and cost effective method possible. A SROP allows the matching of expenditures with anticipated income. As potential expenditures are reviewed, the city considers the benefits, costs, alternatives and impact on operating expenditures.

The City of Ramsey, Minnesota (the "City") believes the street reconstruction and overlay process is an important element of responsible fiscal management. Major capital expenditures can be anticipated and coordinated so as to minimize potentially adverse financial impacts caused by the timing and magnitude of capital outlays. This coordination of capital expenditures is important to the City in achieving its goals of adequate physical assets and sound fiscal management. In these financially difficult times good planning is essential for the wise use of limited financial resources.

The Street Reconstruction and Overlay Plan is designed to be updated on an annual basis. In this manner, it becomes an ongoing fiscal planning tool that continually anticipates future capital expenditures and funding sources.

III. THE STREET RECONSTRUCTION AND OVERLAY PLANNING PROCESS

The street reconstruction and overlay planning process is as follows; the City Council authorizes the preparation of the SROP. The City staff is instructed to assemble the capital expenditures to be undertaken within the next five years. The City Council then reviews the expenditures according to their priority, fiscal impact, and available funding. From this information, a preliminary street reconstruction and overlay plan is prepared. A public hearing is held to solicit input from citizens and other governmental units. Changes are made based on that input, and a final project list is established.

The City Council then prepares a plan based on the available funding sources. If general obligation bonding is necessary, the City works with its financial advisor to prepare a bond sale and repayment schedule. Over the life of the SROP, once the funding, including proceeds from the bond sales becomes available, the individual capital expenditures can be made.

In subsequent years, the process is repeated as expenditures are completed as new needs arise. Street reconstruction planning looks five years into the future.

For a city to use its authority to finance expenditures under Chapter 475.58, Subdivision 3b, it must meet the requirements provided therein. Specifically, the city council must approve the sale of street reconstruction bonds by a unanimous vote of its membership present. In addition, it must hold a public hearing for public input. Notice of such hearing must be published in the official newspaper of the city at least 10, but not more than 28 days prior to the date of the public hearing. The city council approves the SROP unanimously following the public hearing.

Although a referendum is not required, a reverse referendum is allowable. If a petition bearing the signatures of at least 5 percent of the votes cast in the last general election requesting a vote on the issuance of bonds is received by the municipal clerk within 30 days after the public hearing, a referendum vote on the issuance of the bonds shall be called (if a vote is taken and the referendum passes, the taxes would be levied on market value rather than tax capacity).

IV. PROJECT SUMMARY

The expenditures to be undertaken with this Street Reconstruction and Overlay Plan (SROP) are limited to those listed in Appendix A. All other foreseeable capital expenditures within the City government will come through other means. The following expenditures have been submitted for inclusion in this SROP:

2015 Expenditures

- Garnet Street & 168th Avenue Reconstruction and overlay of streets in Hy-10 Ramsey, Northfork Highlands, Northfork Oaks, Northfork Point, Pondvale Estates, Pondvale Estates 2nd and Rolling Green.

2016 Expenditures

- Andrie Street and 164th Lane reconstruction and overlay of streets in AEC, Woodland Green and Sunwood Drive.

2017 Expenditures

- Reconstruction of Alpine Drive and overlay of streets in Rivers Bend.

2018 Expenditures

- Reconstruction of streets in Stanhope Terrace and North Forty and overlay of streets in Woodland Green, North Forty 2nd, Forth Forty 3rd, Northfork Oaks, Northfork, Northfork 2nd, Northfork 3rd and Northfork Itasca Shores.

2019 Expenditures

- Reconstruction of streets in Ford Brook Estates and overlay of streets in Brookview Estates, Meadow View, Flintwood Hills, Wood Pond Hills and Chestnut Ridge.

V. FINANCING THE STREET RECONSTRUCTION PLAN

The total amount of requested expenditures under the Street Reconstruction and Overlay Plan is approximately $9 million. If these expenditures are to be funded, that amount of money is anticipated to be generated through the tax levy and the sale of approximately $10,000,000 in bonds over the five-year period.

In the financing of the Street Reconstruction Plan, one statutory limitation applies. Under Chapter 475, with few exceptions, cities cannot incur debt in excess of 3% of the assessor's estimated market value for the city. In the City the pay 2014 EMV is $1,795,975,400. Therefore, the total amount of outstanding debt cannot exceed $53,879,262. As of February 10, 2015 the City had $20,050,000 subject to the legal debt limit.

Under the Street Reconstruction Plan, the City will secure $1,775,000 in general obligation bonds in the year 2015 to finance Garnet Street & 168th Avenue reconstruction and overlay of streets in Hy-10 Ramsey, Northfork Highlands, Northfork Oaks, Northfork Point, Pondvale Estates, Pondvale Estates 2nd and Rolling Green. In the year 2016, general obligation bonds in the amount of $2,865,000 will be secured for the Andrie Street and 164th Lane reconstruction and overlay of streets in AEC, Woodland Green and Sunwood Drive. In 2017, general obligation bonds in the amount of $995,000 will be used to finance reconstruction of Alpine Drive and overlay of streets in Rivers Bend. In 2018, general obligation bonds in the amount of $2,435,000 will be used to finance reconstruction of streets in Stanhope Terrace and North Forty and overlay of streets in Woodland Green, North Forty 2nd, Forth Forty 3rd, Northfork Oaks, Northfork, Northfork 2nd, Northfork 3rd and Northfork Itasca Shores. Finally in the year 2019, $1,440,000 in general obligation bonds will be secured for the financing of reconstruction of streets in Ford Brook Estates and overlay of streets in Brookview Estates, Meadow View, Flintwood Hills, Wood Pond Hills and Chestnut Ridge. All five general obligation bond issues will be repaid over a 10 - year period. The only exception is the road reconstruction portion of the 2016 bonds will be repaid over a 15-year period due to the size of the project (approximately $2.325 million). The par amount of each issue is based on the amounts listed in Appendix A plus estimated issuance costs. The proposed general obligation street reconstruction bonds (including issuance costs) are shown in Appendix B.

Continuation of the Street Reconstruction and Overlay Plan

This Street Reconstruction and Overlay Plan should be reviewed annually by the City Council using the process outlined in this Plan. It should review proposed expenditures, make priority decisions, and seek funding for those expenditures it deems necessary for the City. If deemed appropriate, the Council should prepare an update to this Plan.

APPENDIX A

PROJECT COSTS

(Capital Expenditures to be funded with Bond Proceeds)

The 2015 capital expenditure of approximately $1,680,100 for the City's portion of reconstruction of Garnet Street & 168th Avenue and overlay of streets in Hy-10 Ramsey, Northfork Highlands, Northfork Oaks, Northfork Point, Pondvale Estates, Pondvale Estates 2nd and Rolling Green is to be funded with $1,775,000 in bond proceeds.

Total Issue Sources And Uses

Dated 05/01/2015 | Delivered 05/01/2015

	Street Reconstruction	Overlay	Issue Summary
Sources Of Funds			
Par Amount of Bonds	$1,095,000.00	$680,000.00	$1,775,000.00
Total Sources	**$1,095,000.00**	**$680,000.00**	**$1,775,000.00**
Uses Of Funds			
Total Underwriter's Discount (1.200%)	13,140.00	8,160.00	21,300.00
Costs of Issuance	24,059.15	14,940.85	39,000.00
Deposit to Capitalized Interest (CIF) Fund	19,857.50	12,333.75	32,191.25
Deposit to Project Construction Fund	1,036,000.00	644,100.00	1,680,100.00
Rounding Amount	1,943.35	465.40	2,408.75
Total Uses	**$1,095,000.00**	**$680,000.00**	**$1,775,000.00**

PROJECT COSTS

The 2016 capital expenditure of approximately $2,719,710 for the City's portion of Andrie Street and 164th Lane reconstruction and overlay of streets in AEC, Woodland Green and Sunwood Drive is to be funded with $2,865,000 in bond proceeds.

Total Issue Sources And Uses

Dated 05/01/2016 | Delivered 05/01/2016

	Street Reconstruction	Overlay	Issue Summary
Sources Of Funds			
Par Amount of Bonds	$2,325,000.00	$540,000.00	$2,865,000.00
Total Sources	**$2,325,000.00**	**$540,000.00**	**$2,865,000.00**
Uses Of Funds			
Total Underwriter's Discount (1.200%)	27,900.00	6,480.00	34,380.00
Costs of Issuance	35,706.80	8,293.20	44,000.00
Deposit to Capitalized Interest (CIF) Fund	52,715.00	9,820.42	62,535.42
Deposit to Project Construction Fund	2,205,105.00	514,605.00	2,719,710.00
Rounding Amount	3,573.20	801.38	4,374.58
Total Uses	**$2,325,000.00**	**$540,000.00**	**$2,865,000.00**

PROJECT COSTS

The 2017 capital expenditure of approximately $919,065 for the reconstruction of Alpine Drive and overlay of streets in Rivers Bend is to be funded with $995,000 in bond proceeds.

Total Issue Sources And Uses

Dated 05/01/2017 | Delivered 05/01/2017

	Street Reconstruction	Overlay	Issue Summary
Sources Of Funds			
Par Amount of Bonds	$810,000.00	$185,000.00	$995,000.00
Total Sources	**$810,000.00**	**$185,000.00**	**$995,000.00**
Uses Of Funds			
Total Underwriter's Discount (1.500%)	12,150.00	2,775.00	14,925.00
Costs of Issuance	32,562.82	7,437.18	40,000.00
Deposit to Capitalized Interest (CIF) Fund	14,695.42	3,396.25	18,091.67
Deposit to Project Construction Fund	747,180.00	171,885.00	919,065.00
Rounding Amount	3,411.76	(493.43)	2,918.33
Total Uses	**$810,000.00**	**$185,000.00**	**$995,000.00**

PROJECT COSTS

The 2018 capital expenditure of approximately $2,316,050 for the reconstruction of streets in Stanhope Terrace and North Forty and overlay of streets in Woodland Green, North Forty 2nd, Forth Forty 3rd, Northfork Oaks, Northfork, Northfork 2nd, Northfork 3rd and Northfork Itasca Shores is to be funded with $2,435,000 in bond proceeds.

Total Issue Sources And Uses

Dated 05/01/2018 | Delivered 05/01/2018

	Street Reconstruction	Overlay	Issue Summary
Sources Of Funds			
Par Amount of Bonds	$1,565,000.00	$870,000.00	$2,435,000.00
Total Sources	**$1,565,000.00**	**$870,000.00**	**$2,435,000.00**
Uses Of Funds			
Total Underwriter's Discount (1.200%)	18,780.00	10,440.00	29,220.00
Costs of Issuance	28,279.26	15,720.74	44,000.00
Deposit to Capitalized Interest (CIF) Fund	28,426.67	15,805.83	44,232.50
Deposit to Project Construction Fund	1,486,980.00	829,070.00	2,316,050.00
Rounding Amount	2,534.07	(1,036.57)	1,497.50
Total Uses	**$1,565,000.00**	**$870,000.00**	**$2,435,000.00**

PROJECT COSTS

The 2019 capital expenditure of approximately $1,353,990 for the reconstruction of streets in Ford Brook Estates and overlay of streets in Brookview Estates, Meadow View, Flintwood Hills, Wood Pond Hills and Chestnut Ridge is to be funded with $1,440,000 in bond proceeds.

Total Issue Sources And Uses

Dated 05/01/2019 | Delivered 05/01/2019

	Street Reconstruction	Overlay	Issue Summary
Sources Of Funds			
Par Amount of Bonds	$725,000.00	$715,000.00	$1,440,000.00
Total Sources	**$725,000.00**	**$715,000.00**	**$1,440,000.00**
Uses Of Funds			
Total Underwriter's Discount (1.200%)	8,700.00	8,580.00	17,280.00
Costs of Issuance	19,131.95	18,868.05	38,000.00
Deposit to Capitalized Interest (CIF) Fund	13,102.92	12,943.13	26,046.05
Deposit to Project Construction Fund	680,570.00	673,420.00	1,353,990.00
Rounding Amount	3,495.13	1,188.82	4,683.95
Total Uses	**$725,000.00**	**$715,000.00**	**$1,440,000.00**

APPENDIX B

PROPOSED 2015 SROP BOND ISSUE

City of Ramsey, Minnesota

$1,775,000 General Obligation Bonds, Series 2015
Issue Summary

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	CIF	Net New D/S	105% of Total
12/01/2015	-	-	17,333.75	17,333.75	(17,333.75)	-	-
12/01/2016	180,000.00	0.850%	29,715.00	209,715.00	(14,857.50)	194,857.50	204,600.38
12/01/2017	170,000.00	1.050%	28,185.00	198,185.00	-	198,185.00	208,094.25
12/01/2018	170,000.00	1.250%	26,400.00	196,400.00	-	196,400.00	206,220.00
12/01/2019	170,000.00	1.400%	24,275.00	194,275.00	-	194,275.00	203,988.75
12/01/2020	170,000.00	1.650%	21,895.00	191,895.00	-	191,895.00	201,489.75
12/01/2021	175,000.00	1.750%	19,090.00	194,090.00	-	194,090.00	203,794.50
12/01/2022	180,000.00	1.900%	16,027.50	196,027.50	-	196,027.50	205,828.88
12/01/2023	185,000.00	2.050%	12,607.50	197,607.50	-	197,607.50	207,487.88
12/01/2024	185,000.00	2.300%	8,815.00	193,815.00	-	193,815.00	203,505.75
12/01/2025	190,000.00	2.400%	4,560.00	194,560.00	-	194,560.00	204,288.00
Total	**$1,775,000.00**	**-**	**$208,903.75**	**$1,983,903.75**	**(32,191.25)**	**$1,951,712.50**	**$2,049,298.13**

PROPOSED 2016 SROP BOND ISSUE

City of Ramsey, Minnesota

$2,865,000 General Obligation Bonds, Series 2016
Issue Summary

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	CIF	Net New D/S	105% of Total
12/01/2016	-	-	33,672.92	33,672.92	(33,672.92)	-	-
12/01/2017	215,000.00	0.850%	57,725.00	272,725.00	(28,862.50)	243,862.50	256,055.63
12/01/2018	185,000.00	1.050%	55,897.50	240,897.50	-	240,897.50	252,942.38
12/01/2019	190,000.00	1.250%	53,955.00	243,955.00	-	243,955.00	256,152.75
12/01/2020	190,000.00	1.400%	51,580.00	241,580.00	-	241,580.00	253,659.00
12/01/2021	200,000.00	1.650%	48,920.00	248,920.00	-	248,920.00	261,366.00
12/01/2022	200,000.00	1.750%	45,620.00	245,620.00	-	245,620.00	257,901.00
12/01/2023	205,000.00	1.900%	42,120.00	247,120.00	-	247,120.00	259,476.00
12/01/2024	205,000.00	2.050%	38,225.00	243,225.00	-	243,225.00	255,386.25
12/01/2025	210,000.00	2.300%	34,022.50	244,022.50	-	244,022.50	256,223.63
12/01/2026	215,000.00	2.400%	29,192.50	244,192.50	-	244,192.50	256,402.13
12/01/2027	160,000.00	2.550%	24,032.50	184,032.50	-	184,032.50	193,234.13
12/01/2028	165,000.00	2.700%	19,952.50	184,952.50	-	184,952.50	194,200.13
12/01/2029	170,000.00	2.850%	15,497.50	185,497.50	-	185,497.50	194,772.38
12/01/2030	175,000.00	2.950%	10,652.50	185,652.50	-	185,652.50	194,935.13
12/01/2031	180,000.00	3.050%	5,490.00	185,490.00	-	185,490.00	194,764.50
Total	**$2,865,000.00**	**-**	**$566,555.42**	**$3,431,555.42**	**(62,535.42)**	**$3,369,020.00**	**$3,537,471.00**

PROPOSED 2017 SROP BOND ISSUE

City of Ramsey, Minnesota

$995,000 General Obligation Bonds, Series 2017
Issue Summary

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	CIF	Net New D/S	105% of Total
12/01/2017	-	-	9,741.67	9,741.67	(9,741.67)	-	-
12/01/2018	100,000.00	0.850%	16,700.00	116,700.00	(8,350.00)	108,350.00	113,767.50
12/01/2019	90,000.00	1.050%	15,850.00	105,850.00	-	105,850.00	111,142.50
12/01/2020	95,000.00	1.250%	14,905.00	109,905.00	-	109,905.00	115,400.25
12/01/2021	95,000.00	1.400%	13,717.50	108,717.50	-	108,717.50	114,153.38
12/01/2022	100,000.00	1.650%	12,387.50	112,387.50	-	112,387.50	118,006.88
12/01/2023	100,000.00	1.750%	10,737.50	110,737.50	-	110,737.50	116,274.38
12/01/2024	100,000.00	1.900%	8,987.50	108,987.50	-	108,987.50	114,436.88
12/01/2025	105,000.00	2.050%	7,087.50	112,087.50	-	112,087.50	117,691.88
12/01/2026	105,000.00	2.300%	4,935.00	109,935.00	-	109,935.00	115,431.75
12/01/2027	105,000.00	2.400%	2,520.00	107,520.00	-	107,520.00	112,896.00
Total	**$995,000.00**	**-**	**$117,569.17**	**$1,112,569.17**	**(18,091.67)**	**$1,094,477.50**	**$1,149,201.38**

PROPOSED 2018 SROP BOND ISSUE

City of Ramsey, Minnesota

$2,435,000 General Obligation Bonds, Series 2018
Issue Summary

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	CIF	Net New D/S	105% of Total
12/01/2018	-	-	23,817.50	23,817.50	(23,817.50)	-	-
12/01/2019	250,000.00	0.850%	40,830.00	290,830.00	(20,415.00)	270,415.00	283,935.75
12/01/2020	225,000.00	1.050%	38,705.00	263,705.00	-	263,705.00	276,890.25
12/01/2021	230,000.00	1.250%	36,342.50	266,342.50	-	266,342.50	279,659.63
12/01/2022	235,000.00	1.400%	33,467.50	268,467.50	-	268,467.50	281,890.88
12/01/2023	235,000.00	1.650%	30,177.50	265,177.50	-	265,177.50	278,436.38
12/01/2024	240,000.00	1.750%	26,300.00	266,300.00	-	266,300.00	279,615.00
12/01/2025	250,000.00	1.900%	22,100.00	272,100.00	-	272,100.00	285,705.00
12/01/2026	250,000.00	2.050%	17,350.00	267,350.00	-	267,350.00	280,717.50
12/01/2027	255,000.00	2.300%	12,225.00	267,225.00	-	267,225.00	280,586.25
12/01/2028	265,000.00	2.400%	6,360.00	271,360.00	-	271,360.00	284,928.00
Total	**$2,435,000.00**	**-**	**$287,675.00**	**$2,722,675.00**	**(44,232.50)**	**$2,678,442.50**	**$2,812,364.63**

PROPOSED 2019 SROP BOND ISSUE

City of Ramsey, Minnesota

$1,440,000 General Obligation Bonds, Series 2019
Issue Summary

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	CIF	Net New D/S	105% of Total
12/01/2019	-	-	14,024.80	14,024.80	(14,024.80)	-	-
12/01/2020	150,000.00	0.850%	24,042.50	174,042.50	(12,021.25)	162,021.25	170,122.31
12/01/2021	135,000.00	1.050%	22,767.50	157,767.50	-	157,767.50	165,655.88
12/01/2022	140,000.00	1.250%	21,350.00	161,350.00	-	161,350.00	169,417.50
12/01/2023	140,000.00	1.400%	19,600.00	159,600.00	-	159,600.00	167,580.00
12/01/2024	140,000.00	1.650%	17,640.00	157,640.00	-	157,640.00	165,522.00
12/01/2025	140,000.00	1.750%	15,330.00	155,330.00	-	155,330.00	163,096.50
12/01/2026	145,000.00	1.900%	12,880.00	157,880.00	-	157,880.00	165,774.00
12/01/2027	150,000.00	2.050%	10,125.00	160,125.00	-	160,125.00	168,131.25
12/01/2028	150,000.00	2.300%	7,050.00	157,050.00	-	157,050.00	164,902.50
12/01/2029	150,000.00	2.400%	3,600.00	153,600.00	-	153,600.00	161,280.00
Total	**$1,440,000.00**	-	**$168,409.80**	**$1,608,409.80**	**(26,046.05)**	**$1,582,363.75**	**$1,661,481.94**

APPENDIX C

Pre-Sale Schedule dated March 10, 2015
5-Year City Street Reconstruction Plan Bond Issuance
City of Ramsey, Minnesota

The City Council must take the following actions before Bonds can be issued:

- City Council directs preparation of a 5-Year Street Reconstruction Plan.
- City Council conducts a Public Hearing on issuance of Bonds and Street Reconstruction Plan.
- City Council approves Bonds and Street Reconstruction Plan by unanimous vote.

The table below lists the steps in the issuing process:

February 10, 2015:	City Council adopts Resolution calling for Public Hearing on issuance of Bonds and on Street Reconstruction Plan.
February 16, 2105:	Close date to get Notice of Public Hearing on issuance of Bonds and on Street Reconstruction Plan to official newspaper for publication.
February 20, 2015:	Publish Notice of Public Hearing on issuance of Bonds and on Street Reconstruction Plan (publication no more than 28 days and no less than 10 days prior to hearing date).
March 10, 2015:	City Council holds Public Hearing at 7:00 p.m. on Bonds and on Street Reconstruction Plan and adopts Resolution giving preliminary approval for their issuance and approving Street Reconstruction Plan by unanimous vote of its membership present.
March 10, 2015:	City Council provides for sale of Bonds.
April 9, 2015:	Reverse referendum period ends (within 30 days of the public hearing).
April 14, 2015:	City Council accepts offer for Bonds and adopts Resolution-Approving sale of Bonds.
May 7, 2014:	Tentative closing/receipt of funds.

Net Debt Limit	
Assessor's Estimated Market Value	1,795,975,400
Multiply by 3%	0.03
Statutory Debt Limit	53,879,262
Less: Debt Paid Solely from Taxes	(20,050,000)
Unused Debt Limit	33,829,262

FEASIBILITY REPORT

BROOKVIEW ESTATES
STREET RECONSTRUCTIONS

CITY IMPROVEMENT PROJECT NO. 19-02

October 18, 2018

Prepared By:

City of Ramsey
Engineering Department
7550 Sunwood Drive NW
Ramsey, MN 55303
763-433-9839
763-433-9848 (Fax)

October 18, 2018

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

Re: Feasibility Report - City of Ramsey Improvement Project #19-02
Brookview Estates Street Reconstructions

Dear Mayor and City Council Members:

Transmitted herewith is a Feasibility Report for the proposed Brookview Estates Street Reconstructions project including; 173rd Avenue from Germanium Street to its termini cul-de-sac, and Germanium Street from 170th Lane to its termini cul-de-sac. The report examines the feasibility of reconstructing the bituminous street section and completing other appurtenant improvements.

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

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

Sincerely,
City of Ramsey

Bruce Westby, PE
City Engineer

Enclosure

C: Kurt Ulrich, City Administrator
Leonard Linton, Civil Engineer IV

CERTIFICATION

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

Bruce Westby, PE

Date: October 18, 2018 License No. 40116

I hereby certify that this plan, specification or report was reviewed for Quality Control and Quality Assurance purposes and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.

Leonard Linton, PE

Date: October 18, 2018 License No. 21112

TITLE SHEET
LETTER OF TRANSMITTAL
CERTIFICATION SHEET
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Appendix A

Figure 1 – Project Scope
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Opinion of Probable Costs
Preliminary Assessment Map
Preliminary Assessment Roll

Appendix C

Street Segment Summary
Ground Penetrating Radar Summary
Geotechnical Report (NTI)

1. EXECUTIVE SUMMARY

City Improvement Project No. 19-02 proposes to reconstruct streets within the Brookview Estates neighborhood including 173rd Avenue and Germanium Street. The streets total approximately 2,662 linear feet (0.50 miles) in length. A map showing the location and scope of the proposed improvements is included as ***Figure 1*** in ***Appendix A.***

The streets were constructed in 1979 as rural sections with bituminous pavement to a width of 24 feet, and are generally centered within a 66-foot wide right-of-way.

The storm sewer system generally consists of ditches along both sides of the road within the right-of-way and drainage and utility easements. Storm runoff collects in the ditch along Germanium Street and is carried north to the Trott Brook through an outlet pipe located in the north cul-de-sac. Storm runoff collects in the ditch along 173rd Avenue and goes across land into the Rum River to the east.

The existing bituminous pavement section ranges from 2.0 to 6.0 inches thick, with a median thickness of 3.6-inches, and the aggregate base ranges from 0.8 to 5.0 inches thick, with a median thickness of 2.7-inches. This was determined from Ground Penetrating Radar (GPR) analysis performed by Braun Intertec in 2017, as well as from field observations and record plan documents. Copies of Braun Intertec's GPR results are attached in ***Appendix C***. The pavement section was built on primarily poorly graded sands with silts subgrade material which is generally considered usable for pavement support with the proper preparation.

City staff evaluates and rates the condition of pavement sections on all City streets on an annual basis using the Pavement Surface Evaluation and Rating (PASER) system. In the summer of 2018, the pavement section of the above referenced street segments were rated with a PASER rating of 3 which indicates these streets require complete reconstruction. City staff patch the streets at least once per year, particularly before winter so the streets can be plowed without further damaging the pavement in the process. Pictures of the streets are located in ***Appendix A***.

Proposed improvement include reconstructing the existing bituminous pavement section using the Full Depth Reclamation (FDR) process. This process involves reclaiming the entire existing bituminous pavement section, along with the existing aggregate base material. A portion of this reclaimed (ground and mixed) material would then be spread and compacted on top of the reshaped and compacted subgrade. Then, 3.5 inches of bituminous pavement would be placed, generally meeting the City of Ramsey's standard pavement design for residential streets.

Existing ditches will likely require re-grading and other drainage construction is likely, however, driveway culverts are generally not anticipated to be affected by this project. Additional storm sewer is anticipated to be added to improve storm runoff water quality prior to flowing into Trott Brook. Drainage easements may be needed in one or more locations.

The engineer's opinion of probable costs for completing the proposed improvements outlined in this report is $502,555.46. Estimated costs include 5-percent contingency costs plus 23-percent

indirect costs for administrative, engineering, finance and legal costs. A summary of the engineer's opinion of probably costs is included in ***Appendix B***.

A total of 21 assessable parcels have been identified. Staff recommends applying 25-percent of the eligible project costs equally across the 21 assessable properties using the "per lot" assessment method. Eligible project cost include everything except subgrade corrections and guardrail modification costs. This results in a proposed preliminary assessment rate of $4,418.30 per assessable parcel.

Staff recommends ordering a special benefit consultation report for this project to verify the proposed assessment amount will not exceed the benefit to the properties. If the report concludes the benefit to the properties is less than the proposed preliminary assessment rate, Staff will then propose to lower the assessment rate accordingly during the Assessment Hearing, which is scheduled for October 8, 2019. If the report verifies the assessment rate as proposed is justified, Staff will propose to adopt the final assessment roll using the rate as preliminarily proposed.

Seven (7) soil borings were completed by Northern Technologies (NTI) to assist with the preparation of this report. Pavement design recommendations were offered by NTI, and Staff considered and incorporated NTI's recommendations to varying degrees while preparing this report. Ground Penetrating Radar (GPR) was conducted on street segments within the project. The GPR identifies existing bituminous pavement and aggregate base thicknesses, and is used to help Staff determine the appropriate treatment. Copies of Braun Intertec's GPR results and NTI's Geotechnical Exploration Report are attached in ***Appendix C***.

This improvement project, which is listed in the City's current 10-year Capital Improvement Plan, is proposed to be funded using a combination of special assessments to benefiting properties, street reconstruction bond proceeds, and storm sewer funds.

Staff has not yet discussed the proposed improvements with local property owners. However, Staff has scheduled a neighborhood information meeting for November 8, 2018 for the purpose of explaining the proposed improvements and assessments in more detail, and to gather public input on the project, including any information which should be explored in more detail during development of plans and specifications. Staff will incorporate comments and present this information to Council during the Public Hearing on November 13, 2018.

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

2. INTRODUCTION

2.1 Authorization

The preparation of this report was authorized by the Ramsey City Council on August 28, 2018. This project has been designated as City Improvement Project No. 19-02.

2.2 Program Overview

In support of the City's long-term Street Maintenance Program, the existing bituminous pavement section will be reconstructed, and existing ditches will be re-graded to enhance drainage. Other appurtenant work will be completed as outlined in this report.

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

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

In the summer of 2018, City Staff evaluated and rated the condition of the pavement along the Brookview Estates street segments. A PASER rating of 3 was assigned to 173rd Avenue and Germanium Street.

2.3 Scope

City of Ramsey Improvement project 19-02 proposes to reconstruct the existing bituminous pavement, re-shape the ditches to enhance drainage, and to complete other appurtenant work on 173rd Avenue from Germanium Street to its termini cul-de-sac, and Germanium Street from 170th Lane to its termini cul-de-sac which totals approximately 2,662 linear feet (0.50 miles) in length.

The existing bituminous pavement section is proposed to be reconstructed using the FDR process. This involves reclaiming the entire bituminous pavement section along with a portion of the existing aggregate base, hauling and disposing of excess reclaim material off-site, spreading and compacting the reclaimed material on top of the reshaped and compacted subgrade, then placing 3.5-inches of new bituminous pavement on top. The resulting pavement design will generally meet current City design standards for residential pavement sections.

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

3. EXISTING CONDITIONS

3.1 Existing Pavement, Soil, and Traffic Conditions

All streets proposed to be improved were constructed in 1979 with 1.5-inches of bituminous pavement, 3.0-inches of aggregate base, and ditches. The streets are generally centered within a 66-foot wide right-of-way.

Pavement maintenance treatments applied to the street segments included overlay in 1993, and crack seal and seal coat improvements in 2001. Spot patching has been performed on an as-needed basis, and has been a yearly treatment recently. In 2018, Staff assigned a PASER rating of 3 on both street segments.

In September of 2018, City Staff recorded a traffic volume of 72 average annual daily traffic (AADT) on 173rd Avenue east of Germanium Street, and 278 AADT on Germanium Street north of 170th Lane. The speed limit is 30 mph for these street segments.

Northern Technologies, LLC (NTI) was employed to complete a Geotechnical Exploration and Engineering Review for this project, which included seven (7) soil borings spaced evenly along 173rd Avenue and Germanium Street. The locations of the borings are shown in the Soil Boring Location Map in Appendix C of NTI's report, attached in ***Appendix C***.

The soil borings provide information on existing bituminous pavement and aggregate base course thicknesses, subgrade soil conditions, existing ground water elevations, and potential issues, which may be encountered during construction. The borings general terminated at a nominal depth of 10 feet below the existing ground surface, boring number 4 terminated at 20.5 feet as it was following a layer of clay. There was groundwater observed in 4 of 7 borings, with elevations varying from approximately 872.5 to 877, 6.5 to 9.0 feet below the existing surface. Based on the work proposed groundwater is not anticipated to be a significant issue for work completed with this proposed project. There is the small potential for groundwater impacts if storm sewer is required, and is placed at a depth greater than 6-feet below the existing ground.

The soil borings generally indicate the existing bituminous pavement thickness ranges between 2 ¼ to 5 inches, and aggregate base thickness is 5 to 6 inches. The subgrade generally consists of poorly graded sand with silt, silty sand, and poorly graded sand. Below this 4 of the 7 borings had layers of lean clay with sand, clayey sand, and / or lean to fat clay. The depths of the layers varied among the borings, and the pockets with clay seemed to be spread out along the project.

Braun Intertec was employed to complete a ground penetrating radar (GPR) analysis for the project area, which included driving the GPR equipped vehicle throughout all street segments within the project area. A summary table and charts of the GPR Analysis are attached in ***Appendix C***. The GPR data determined a median bituminous pavement thickness of 3.6-inches, and a median aggregate base thickness of 2.7-inches. The median street pavement and base section thickness was 6.2-inches, with a minimum section of 3.7-inches located on Germanium Street, 310 feet north of 173rd Avenue. GPR data was not able to be obtained for 173rd Avenue.

3.2 Watermain

Watermain does not exist on site.

3.3 Sanitary Sewer

Sanitary sewer does not exist on site.

3.4 Storm Sewer / Drainage

The storm sewer system consists of ditches along both sides of the road within the right-of-way and drainage and utility easements, which direct stormwater runoff to the ditch along Germanium Street and north to the Trott Brook through an outlet pipe located in the north cul-de-sac. Stormwater runoff is also directed to the ditch along 173rd Avenue and goes across land into the Rum River to the east.

3.5 Streets

3.5.1 Existing Typical Sections

The pavement width of 173rd Avenue and Germanium Street is 24-feet. The cul-de-sacs on 173rd Avenue and Germanium Street are 95-feet in diameter. The streets are centered within a 66-foot wide City-owned right-of-way, with a 160-foot wide right-of-way around the cul-de-sac on 173rd Avenue, and a 140-foot wide right-of-way around the cul-de-sac on Germanium Street.

3.5.2 Maintenance History

Brookview Estates was originally constructed in 1979. 173rd Avenue and Germanium Street received an overlay in 1993, and crack seal and seal coat improvements in 2001.

3.6 Land Use

The parcels within the construction area are zoned rural developing.

4. PROPOSED IMPROVEMENTS

4.1 Street and Stormwater Improvements

4.1.1 Street Improvements

The streets in Brookview Estates are proposed to be reconstructed by matching existing widths and elevations with bituminous pavement and ditch sections to carry storm water runoff to Ford Brook and the Rum River.

The proposed surface improvements are shown on ***Figure 1*** in ***Appendix A***.

Street Design:
173rd Avenue and Germanium Street are currently rural residential streets with ditch sections, 24-feet wide to the edge of pavement. The cul-de-sacs on 173rd Avenue and Germanium Street are 95-feet in diameter. Existing and proposed traffic counts are consistent with typical residential streets.

All street segments are proposed to be reconstructed at their current width. A typical section for the proposed pavement reconstruction improvements is shown in ***Figure 2*** in ***Appendix A***.

City Staff is proposing a pavement section design of 1.5-inches bituminous wear course, 2-inches bituminous base course, and 4-inches of aggregate base composed of full-depth reclamation material. This pavement section would be constructed over the existing subgrade after it is reshaped and compacted.

4.1.2 Storm Sewer Improvements

The existing ditch sections are in good condition. Re-shaping the ditches may be required due to construction, but ditches will be restored to existing grades. The existing driveway culverts are not anticipated to be replaced. No stormwater treatment improvements are required for this projects since the street is proposed to be reconstructed at its current width, however, Staff is proposing to add a treatment structure to improve storm runoff water going into Trott Brook.

4.1.3 Geotechnical Considerations

Northern Technologies LLC (NTI) completed a Geotechnical Exploration and Engineering Review including seven (7) soil borings, generally evenly spaced along 173rd Avenue and Germanium Street. The locations of the borings are shown in the Boring Location Map in Appendix C of NTI's report, attached in ***Appendix C***. NTI recommends prior to installing the aggregate base, the existing subgrade should be scarified and re-compacted to a depth of at least 12 inches. A proof roll test should then be performed to determine soft or unstable subgrade areas. If rutting or localized unstable subgrade areas are observed, those areas

should be subcut, moisture-conditioned, and re-compacted or removed to a stable depth. Based upon the encountered subgrade conditions, estimated R-value of 30 for the existing subgrade soils, the assumed AADT volumes of 600, and the City of Ramsey's typical pavement section for the respective project area NTI recommends a pavement section of 4-inches of aggregate base class 5, and 4-inches of bituminous pavement. City Staff is in close agreement and proposes completing a full-depth reclamation of the existing pavement by placing 4-inches of aggregate base class 5 or reclaim material, and 3.5-inches of new bituminous pavement. The clay layers are generally deep enough to not have a significant impact on the roadway, however Staff will be aware of the potential for pockets of subgrade which will require additional conditioning or possible replacement.

The proposed improvements should have a service life of approximately 60-years, assuming maintenance such as overlays, crack sealing and seal coating is routinely performed.

4.1.4 Other Considerations

Driveways:
Existing driveway aprons may need to be reconstructed to varying degrees. The limits of construction will vary with each driveway apron based on the elevation of the street abutting the driveway and the driveway pavement type. During design, Staff will evaluate the construction limits for each driveway and will incorporate this into the plans, but as with all street reconstruction projects, the exact limits of construction will be determined in the field during construction. Right-of-entry forms will be obtained from private property owners where work is required outside City right-of-ways and easements.

Irrigation Systems:
Developed properties along the project corridor may have private irrigation systems. Staff will notify property owners of pending construction as far in advance as practical to allow them time to move their irrigation systems out of harm's way before work begins.

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

Pavement Corings:
Existing pavement thicknesses have been found to be inconsistent throughout the City. It is now standard practice to have City Staff on-site during pavement installation to insure the proper quantities are being placed. As further conformation, Staff is proposing to collect GPR data or to have pavement corings taken at the conclusion of all reconstruction projects. This is already a requirement on all State Aid projects, and will leave more data on the pavement section for future street maintenance projects.

4.2 Stormwater Treatment

No stormwater retention and/or treatment improvements will be required as a result of this project, however, Staff is proposing stormwater treatment for storm runoff into Trott Brook.

4.3 Water Main Improvements

No watermain improvements are proposed with this project.

4.4 Sanitary Sewer Improvements

No sanitary sewer improvements are proposed with this project.

4.5 Construction Method

The existing bituminous pavement section will be reconstructed using the FDR process outlined within this report.

4.6 Private Utilities

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

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

4.7 Permits

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

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

A stormwater permit from the Lower Rum River Watershed Management Organization will not be required with this project as street reconstruction projects are exempt.

4.8 Right-of-Ways / Easements

The existing outfall to Trott Brook is currently located on 17331 Germanium Street outside of City-owned drainage and utility easements. Staff will work with the property owner to create additional drainage and utility easement over the existing pipe, move the outfall which would also

require additional easement, or find another solution. This will be dependent upon project design and discussion with the property owner.

A low area exist outside of City-owned drainage and utility easement on 17310 Germanium Street, possible options of filling in the low area, adding addition storm sewer, or acquiring drainage and utility easements will be discussed with the property owner and are also dependent upon project design.

City Staff will obtain required right of entries on a case by case basis.

5. FINANCING

5.1 Opinion of Cost

A detailed opinion of probable costs for the proposed improvements can be found in ***Appendix B*** of this report. The opinion of probable costs incorporates anticipated 2019 construction costs for the proposed improvements with 5-percent contingency costs, plus 23-percent indirect costs for administrative, engineering, financing and legal costs.

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

NTI prepared the Geotechnical Exploration and Engineering Review, included in ***Appendix C***, at a cost of $3,250.00.

5.2 Funding

5.2.1 Assessments

A portion of the project costs is proposed to be recovered through special assessments levied against the 21 identified benefiting properties; 9 along 173rd Avenue, and 12 along Germanium Street. Assessments are proposed to be collected for eligible improvements benefiting residential properties with direct access to the improved segments of Brookview Estates as described below. A preliminary assessment summary is included below in ***Table 1***.

Residential Assessments:
Special assessments are proposed to be levied against residential properties having direct access to improved streets. To be consistent with previous applications of the Special Assessments Policy, each residential property is proposed to be assessed using the "per lot" method.

Each residential property is preliminarily proposed to be assessed at the rate of $4,418.30 per lot. Since State Statute and the City Charter do not allow for assessments to exceed the benefit to the property, Staff requests Council authorization to order a benefit appraisal consultation for this project in accordance with the City's Special Assessment Policy.

The Preliminary Assessment Map and Roll are included in ***Appendix B***.

TABLE 1
Proposed Preliminary Assessments – 173rd Avenue & Germanium Street

STREET SEGMENT	ASSESSMENT PER LOT	No. OF LOTS	TOTAL ASSESSMENTS
173rd Avenue Residential Assessment	$4,418.30	9	$39,764.70
Germanium Street Residential Assessment	$4,418.30	12	$53,019.60
TOTAL PROJECT ASSESSMENTS			**$92,784.30**

5.2.2 City Contribution

The City contribution to the project would include all funding in excess of the amount collected through special assessments to benefiting properties. No funds have been budgeted for this project. The City's share of eligible project costs related to surface (street) improvements is proposed to come from the previously encumbered 5-year Street Reconstruction and Overlay Program bonds. Stormwater Utility Funds are proposed to pay for all storm sewer improvements.

Table 2 illustrates the proposed project funding based on the design proposed within this report. This funding program assumes construction will occur in 2019.

TABLE 2
Proposed Project Funding

	ASSESSMENTS	CITY FUNDS	TOTAL
Surface	$ 80,112.90	$ 371,754.41	$ 451,867.31
Storm Sewer	$ 12,671.40	$ 38,016.75	$ 50,688.15
TOTAL	$ 92,784.30	$ 409,771.16	$ 502,555.46

Total Project Cost		**$ 502,555.46**
Less Special Assessments	-	$ 92,784.30
Subtotal	=	**$ 409,771.16**
Less City Bonding Funds	-	$ 371,754.41
Subtotal	=	**$ 38,016.75**
Less Stormwater Utility Funds	-	$ 38,016.75
TOTAL Remaining Cost	=	**$ 0**

6. PROJECT SCHEDULE

The proposed project schedule is as follows:

Council Orders Feasibility Report ..... August 28, 2018

Council Accepts Feasibility Report / Orders Public Hearing ..... October 23, 2018

Staff Conducts Neighborhood Information Meeting ..... November 8, 2018

Staff Publishes Notices of Public Hearing ..... October 26 & November 2, 2018

Council Conducts Public Hearing / Authorizes Plans and Specifications ..... November 13, 2018

Staff Conducts Private Utility Coordination Meeting ..... November, 2018

Council Approves Plans and Specifications / Authorizes Ad for Bids ..... January 22, 2019

Staff Receives Bids ..... February 20, 2019

Council Awards Contract ..... February 26, 2019

Contractor Begins Construction ..... May, 2019

Contractor Completes Construction ..... August 16, 2019

Council Orders Assessment Hearing ..... September 10, 2019

Council Conducts Assessment Hearing ..... October 8, 2019

7. CONCLUSIONS AND RECOMMENDATIONS

City of Ramsey Improvement Project No. 19-02 proposes to reconstruct the bituminous pavement section, and complete miscellaneous appurtenant work on the following street segments within the Brookview Estates residential subdivision:

1. 173rd Avenue (approx. 850 linear feet) – Germanium Street to east cul-de-sac.
2. Germanium Street (approx. 1810 feet) – 170th Lane to north cul-de-sac.

It is the recommendation of City Staff that City Project No. 19-02 is feasible, necessary, and cost-effective from an engineering standpoint, and this project would best be constructed as a stand-alone project as proposed herein.

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

1. Reconstruct the existing bituminous pavement using full-depth reclamation process, meeting the City's standard residential pavement section of 4-inches aggregate base class 5 (or reclaim), 2-inches new bituminous base course, and 1 ½- inches new bituminous wear course.

2. Staff recommends excluding private irrigation system work form this project. Instead, Staff will notify property owners of pending construction as far in advance as possible, and instruct them to relocate their irrigation system(s) away from the construction area during construction, then allow replacement in or near the original location after construction is complete.

3. Staff recommends holding a neighborhood information meeting on November 8, 2018 to inform property owners of the proposed improvements and to gather their input prior to competing plans and specifications and requesting Council approval to advertise for bids as outlined in the project schedule.

4. Order an assessment appraisal consultation to ensure special assessments do not exceed the benefit received as a result of the improvements.

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

1. Accept the preliminary residential special assessment rate of $4,418.30 per lot.

2. Authorize an assessment appraisal consultation to ensure all special assessments are commensurate with benefit received from the proposed improvements.

3. Adopt Resolution #18-220 accepting this Feasibility Report and ordering the Public Hearing for November 13, 2018.

APPENDIX A

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


17330
17331
17311
17310
17301
PID 01-32-25-33-0007
5451
5431
5401
17290
173RD AVENUE
GERMANIUM STREET
5430
5510
5450
5420
5410
17230
17211
17228
17201
BROOKVIEW NORTH PARK
PID 11-32-25-11-0010
17200
BROOKVIEW SOUTH PARK
BROOKVIEW ESTATES
PROJECT SCOPE
0
225
450
675
SCALE (FEET)
City of
RAMSEY

FIGURE 1

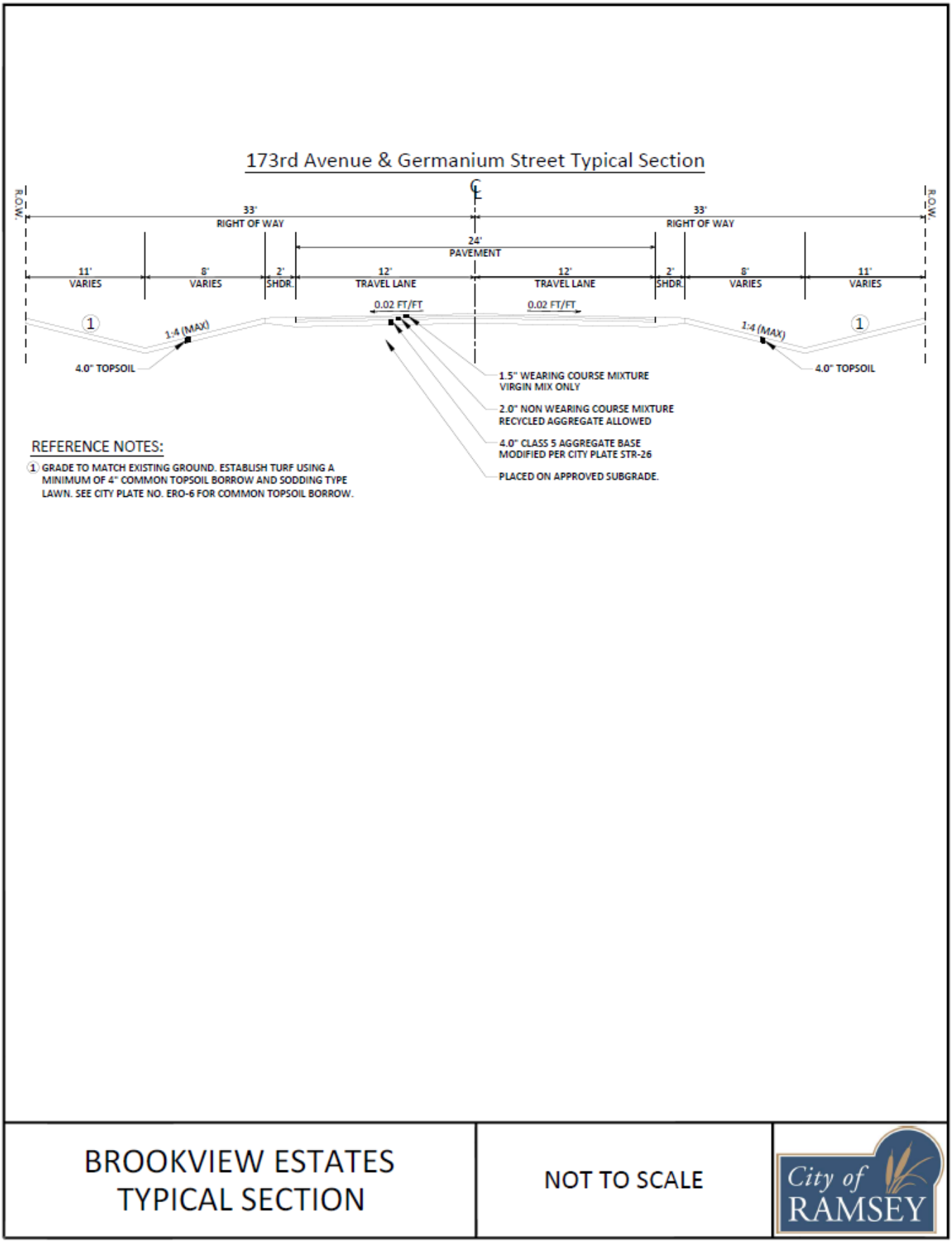

173rd Avenue & Germanium Street Typical Section
R.O.W.
33'
RIGHT OF WAY
24'
PAVEMENT
33'
RIGHT OF WAY
R.O.W.
11'
VARIES
8'
VARIES
2'
SHDR.
12'
TRAVEL LANE
12'
TRAVEL LANE
2'
SHDR.
8'
VARIES
11'
VARIES
0.02 FT/FT
0.02 FT/FT
1
1:4 (MAX)
1:4 (MAX)
1
4.0" TOPSOIL
4.0" TOPSOIL
1.5" WEARING COURSE MIXTURE
VIRGIN MIX ONLY
2.0" NON WEARING COURSE MIXTURE
RECYCLED AGGREGATE ALLOWED
4.0" CLASS 5 AGGREGATE BASE
MODIFIED PER CITY PLATE STR-26
PLACED ON APPROVED SUBGRADE.
REFERENCE NOTES:
1 GRADE TO MATCH EXISTING GROUND. ESTABLISH TURF USING A MINIMUM OF 4" COMMON TOPSOIL BORROW AND SODDING TYPE LAWN. SEE CITY PLATE NO. ERO-6 FOR COMMON TOPSOIL BORROW.
BROOKVIEW ESTATES
TYPICAL SECTION
NOT TO SCALE
City of
RAMSEY

FIGURE 2

PROJECT SITE PICTURES



Picture 1: Germanium Street from 170th Lane



Picture 2: Germanium Street from 173rd Avenue



Picture 3: 173rd Avenue from Germanium Street



Picture 4: 173rd Avenue cul-de-sac, looking west



Picture 5: Germanium Street cul-de-sac, looking south

APPENDIX B

Opinion of Probable Costs (Preliminary Engineer's Estimate)
Preliminary Assessment Map
Preliminary Assessment Roll

19-02 BROOKVIEW ESTATES STREET RECONSTRUCTIONS					
Preliminary Engineer's Estimate					
Street Construction					
Item No.	**Description**	**Unit**	**Estimated Quantity**	**Unit Cost**	**Cost Extension**
1	Mobilization	LS	1	$ 12,000.00	$ 12,000.00
2	Remove Concrete Pavement – Driveways	SF	878	$ 2.50	$ 2,195.00
3	Remove Bituminous Pavement – Driveways	SY	180	$ 7.00	$ 1,260.00
4	Remove Bituminous Pavement	SY	8,145	$ 3.50	$ 28,507.50
5	Sawing Concrete Pavement – Full Depth	LF	98	$ 4.00	$ 392.00
6	Sawing Bituminous Pavement – Full Depth	LF	257	$ 2.50	$ 642.50
7	Salvage and Install Mail Box Support	EA	18	$ 200.00	$ 3,600.00
8	Temporary Mail Box Cluster	EA	2	$ 400.00	$ 800.00
9	Common Excavation (EV)	CY	250	$ 21.00	$ 5,250.00
10	Subgrade Excavation, Remove Unsuitable Material (EV)	CY	500	$ 10.00	$ 5,000.00
11	Select Granular Borrow (CV)	CY	600	$ 15.00	$ 9,000.00
12	Common Topsoil Borrow (CV)	CY	292	$ 31.00	$ 9,052.00
13	Subgrade Preparation	RDST	27	$ 200.00	$ 5,400.00
14	Aggregate Base Class 5	CY	1,345	$ 15.00	$ 20,175.00
15	Mill Bituminous Pavement (2' x 1.5")	SY	21	$ 20.00	$ 420.00
16	Bituminous Material for Tack Coat	GAL	571	$ 2.40	$ 1,370.40
17	Type SP 9.5 Wearing Course Mixture	TON	672	$ 71.00	$ 47,712.00
18	Type SP 12.5 Non Wearing Course Mixture	TON	896	$ 64.00	$ 57,344.00
19	Type SP 9.5 Wearing Course Mixture – Driveways	TON	20	$ 71.00	$ 1,420.00
20	Concrete Curb & Gutter Design B618	LF	646	$ 12.00	$ 7,752.00
21	Drainage Improvements	LS	1	$ 65,000.00	$ 65,000.00
22	6" Concrete Driveway Pavement	SF	878	$ 7.25	$ 6,365.50
23	Landscape Restoration	LS	1	$ 2,500.00	$ 2,500.00
24	Guardrail Modifications	LS	1	$ 15,000.00	$ 15,000.00
25	Traffic Control	LS	1	$ 2,500.00	$ 2,500.00
26	Silt Fence, Type MS	LF	1,860	$ 2.50	$ 4,650.00
27	Storm Drain Inlet Protection	EA	4	$ 175.00	$ 700.00
28	Sodding Type Lawn	SY	4,410	$ 7.00	$ 30,870.00
				Total Street Construction Cost	*$ 349,877.90*
				5% Contingency Cost	*$ 17,493.90*
				23% Indirect Cost	*$ 84,495.51*
				Total Street Project Cost	*$ 451,867.31*

Storm Sewer Construction					
Item No.	**Description**	**Unit**	**Estimated Quantity**	**Unit Cost**	**Cost Extension**
1	Geotextile Fabric Type V	SY	21	$ 3.50	$ 73.50
2	15” RC Pipe Apron	EA	4	$ 600.00	$ 2,400.00
3	Trash Guard for 15” RC Pipe Apron	EA	4	$ 275.00	$ 1,100.00
4	15” RC Pipe Sewer, Design 3006 Class III	LF	628	$ 33.00	$ 20,724.00
5	Construct Drainage Structure Design 48-4020	EA	3	$ 2,500.00	$ 7,500.00
6	Construct Drainage Structure Design Special 48-4020	EA	1	$ 3,500.00	$ 3,500.00
7	F&I Casting Assembly – Storm	EA	4	$ 800.00	$ 3,200.00
8	Random Rip Rap Class III	CY	5	$ 150.00	$ 750.00
				Total Storm Sewer Construction Cost	*$ 39,247.50*
				5% Contingency Cost	*$ 1,962.38*
				23% Indirect Cost	*$ 9,478.27*
				Total Storm Sewer Project Cost	*$ 50,688.15*
				Total Estimated Project Cost	**$ 502,555.46**



BROOKVIEW ESTATES ASSESSABLE PROPERTIES

0 125 250 375

SCALE (FEET)

N

City of RAMSEY

PRELIMINARY ASSESSMENT ROLL – 19-02 BROOKVIEW ESTATES STREET RECONSTRUCTIONS							
PID	**NAME / OWNER**	**ADDRESS**	**CITY**	**STATE**	**ZIP**	**ASSESSABLE UNITS**	**PROPOSED ASSESSMENT**
013225330002	MC SHANE DANIEL M	17310 GERMANIUM ST NW	RAMSEY	MN	55303	1	$ 4,418.30
013225330003	LADEEN JULIE A & MARK A	17330 GERMANIUM ST NW	RAMSEY	MN	55303	1	$ 4,418.30
013225330004	JONES DAVID J & DEBORAH A	17331 GERMANIUM ST NW	RAMSEY	MN	55303	1	$ 4,418.30
013225330005	LUND DONALD N & MARGERY A	17311 GERMANIUM ST NW	RAMSEY	MN	55303	1	$ 4,418.30
013225330006	NORCUTT TRUSTEE KATHLEEN & NORCUTT TRUSTEE RICHARD	17301 GERMANIUM ST NW	RAMSEY	MN	55303	1	$ 4,418.30
013225330007	NACHTWEY MICHAEL F & MARY J		RAMSEY	MN	55303	1	$ 4,418.30
013225330008	ROHL MORRIS G & SHARON L	5451 173RD AVE NW	RAMSEY	MN	55303	1	$ 4,418.30
013225330009	STEFFEN JAMES W & LISA F	5431 173RD AVE NW	RAMSEY	MN	55303	1	$ 4,418.30
013225330010	VOSS WALTER W & SALLY	5401 173RD AVE NW	RAMSEY	MN	55303	1	$ 4,418.30
113225110007	CHUBB JEREMY	17200 GERMANIUM ST NW	RAMSEY	MN	55303	1	$ 4,418.30
113225110009	OSHAUGHNESSY CORRIN	17228 GERMANIUM ST NW	RAMSEY	MN	55303	1	$ 4,418.30
113225110010	OSHAUGHNESSY CORRIN		RAMSEY	MN	55303	1	$ 4,418.30
123225220003	PLACHECKI HALI	5410 173RD AVE NW	RAMSEY	MN	55303	1	$ 4,418.30
123225220004	ONGIE CHERYL	5420 173RD AVE NW	RAMSEY	MN	55303	1	$ 4,418.30
123225220005	WEBER JAMES J & DIANE M	5450 173RD AVE NW	RAMSEY	MN	55303	1	$ 4,418.30
123225220006	KREYER GARY R & JUDITH G	5510 173RD AVE NW	RAMSEY	MN	55303	1	$ 4,418.30
123225220007	PETERSON SEAN	5530 173RD AVE NW	RAMSEY	MN	55303	1	$ 4,418.30
123225220008	BOEHLAND LYNN C & JOY L	17211 GERMANIUM ST NW	RAMSEY	MN	55303	1	$ 4,418.30
123225220009	RAMSEY CITY OF	17201 GERMANIUM ST NW	RAMSEY	MN	55303	1	$ 4,418.30
123225220010	ABERLE RICHARD N & CLAUDIA M	17290 GERMANIUM ST NW	RAMSEY	MN	55303	1	$ 4,418.30
123225220011	KANIA HENRY & JANINA	17230 GERMANIUM ST NW	RAMSEY	MN	55303	1	$ 4,418.30
TOTALS						**21**	**$ 92,784.30**

APPENDIX C

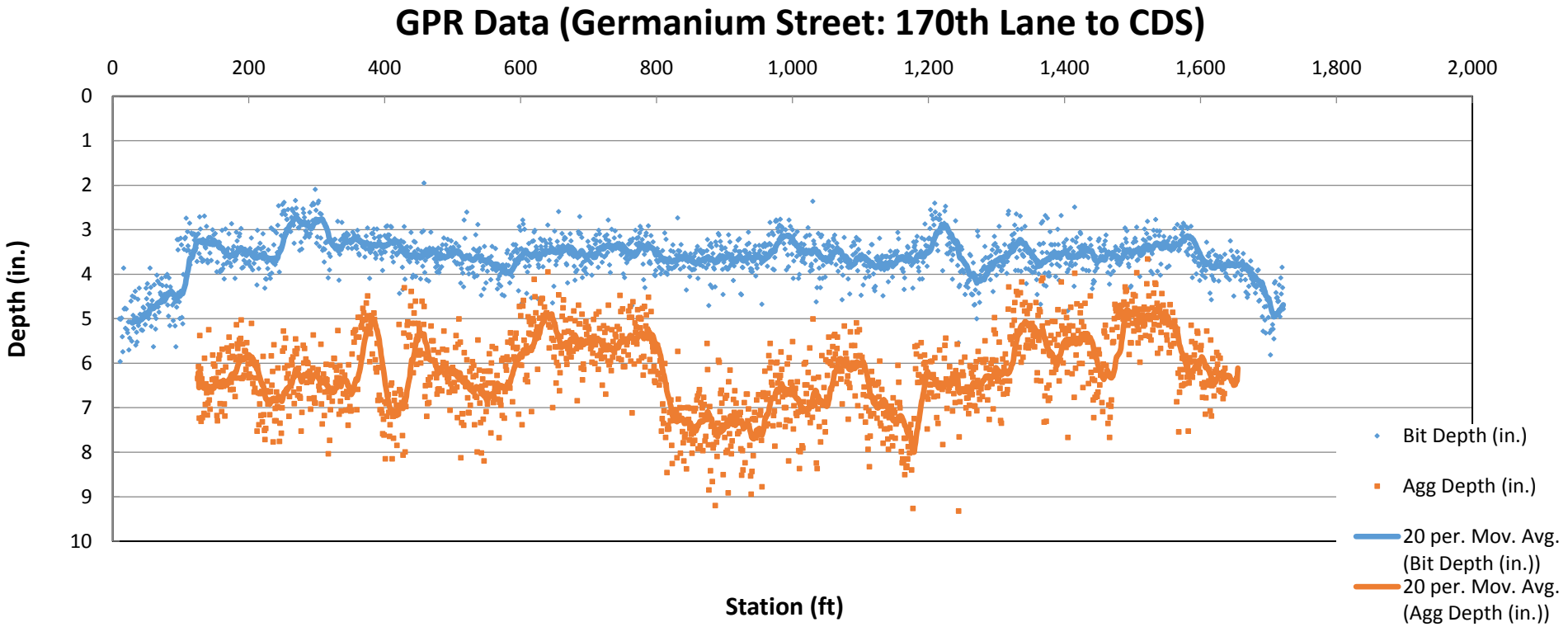
Street Segment Summary
Ground Penetrating Radar (GPR) Results
Geotechnical Exploration and Engineering Review

STREET SEGMENT SUMMARY

Street	Segment Description	Length	Width	Curb	2018 Rating	Year Built	Maint. 1	Maint. 2
173rd Avenue	Germanium Street / CDS	853	24	n/a	3	1979	OL 1993	SC 1 2001
Germanium Street	170th Lane / CDS	1,809	24	n/a	3	1979	OL 1993	SC 1 2001

Brookview Estates GPR Summary										
Project Segment		**Pavement**			**Aggregate**			**Section**		
Street	**Segment Description**	**Min**	**Max**	**Med**	**Min**	**Max**	**Med**	**Med**	**Min**	**Location**
173rd Avenue	Germanium Street / CDS	*								
Germanium Street	170th Lane / CDS	2.0	6.0	3.6	0.8	5.0	2.7	6.2	3.7	310' north of 173rd Avenue.
Project Summary		*2.0*	*6.0*	*3.6*	*0.8*	*5.0*	*2.7*	*6.2*	*3.7*	*Germanium Street 310 feet north of 173rd Avenue.*

* GPR Data was not able to be conducted along street segments.



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

CC Regular Session **7. 9.**

Meeting Date: 10/23/2018

By: Bruce Westby, Engineering/Public Works

Information

Title:

Adopt Resolution #18-221 Accepting Feasibility Report and Ordering Public Hearing for Improvement Project #19-03, Wood Pond Hills and Chestnut Ridge Street Reconstructions

Purpose/Background:

Purpose: The purpose of this case is to consider adopting Resolution #18-221 accepting the Feasibility Report and ordering a Public Hearing for Improvement Project #19-03, Wood Pond Hills and Chestnut Ridge Street Reconstructions. **Background:** City Improvement Project No. 19-03 proposes to reconstruct streets within the Wood Pond Hills and Chestnut Ridge neighborhoods including 146th Avenue, Helium Street, and Krypton Street. The streets total approximately 3,310 linear feet (0.63 miles) in length. A map showing the location and scope of the proposed improvements is included as Figure 1 in Appendix A. The streets were constructed between 1992 and 1994 with bituminous pavement, surmountable concrete curb and gutter, and concrete storm sewer. The streets were constructed to a width of 30-feet from face-of-curb to face-of-curb, and are centered within a 60-foot wide right-of-way. The existing bituminous pavement section ranges from 1.6 to 5.0 inches thick, with a median thickness of 2.5-inches. This was determined from Ground Penetrating Radar (GPR) analysis performed by Braun Intertec in 2017, as well as from field observations and record plan documents. Copies of Braun Intertec's GPR results are attached in Appendix C. The pavement section was built on generally poorly graded sand with silt subgrade material generally considered usable for pavement support with proper conditioning. City staff evaluates and rates the condition of pavement sections on all City streets on an annual basis using the Pavement Surface Evaluation and Rating (PASER) system. In the summer of 2018, the pavement sections of the above referenced street segments were rated with a PASER rating of 2, with the exception of the south half of Krypton Street receiving a rating of 4. Ratings of 4 and below indicate these streets require complete reconstruction. City Staff patch the streets at least once per year, particularly before winter so the streets can be plowed without further damaging the pavement in the process. Pictures of the streets are located in Appendix A. Proposed improvements include removing and replacing all damaged concrete curb and gutter sections, and reconstructing the existing bituminous pavement section using the Full Depth Reclamation (FDR) process. This process would involve reclaiming the entire existing bituminous pavement section, along with the existing aggregate base. This reclaim material would then be spread over the reshaped and compacted subgrade between the curb and gutter, then the top 3 ½ -inches of reclaim material would be removed and hauled off site, after which 3 ½ -inches of new bituminous pavement would be installed over the remaining compacted reclaim material. This would result in a 7-ton pavement design, which is standard for residential streets. Existing sanitary sewer and watermain infrastructure are in good condition. The existing storm sewer system is also in good condition with only minor work being proposed. The engineer's opinion of probable costs for completing the proposed improvements outlined in this report is $372,236.52. Estimated costs include 5-percent contingency costs plus 23-percent indirect costs for administrative, engineering, finance and legal costs. A summary of the engineer's opinion of probably costs is included in Appendix B. A total of 59 assessable parcels have been identified. Staff recommends applying 25-percent of the eligible project costs equally across the 59 assessable properties using the "per lot" assessment method. Eligible project costs include everything except subgrade correction costs. This results in a proposed preliminary assessment

rate of $1,303.70 per assessable parcel. Staff recommends ordering a special benefit consultation report for this project to verify the proposed assessment amount will not exceed the benefit to the properties. If the report concludes the benefit to the properties is less than the proposed preliminary assessment rate, Staff will then propose to lower the assessment rate accordingly during the Assessment Hearing, which is scheduled for October 8, 2019. If the report verifies the assessment rate as proposed is justified, Staff will propose to adopt the final assessment roll using the rate as preliminarily proposed. Ten (10) soil borings were completed by Northern Technologies (NTI) to assist with the preparation of this report. Pavement design recommendations were offered by NTI, and Staff considered and incorporated NTI's recommendations to varying degrees while preparing this report. Ground Penetrating Radar (GPR) was conducted on street segments within the project. The GPR identifies existing bituminous pavement and aggregate base thicknesses, and is used to help Staff determine the appropriate treatment. Copies of Braun Intertec's GPR results and NTI's Geotechnical Exploration Report are attached in Appendix C. This improvement project, which is listed in the City's current 10-year Capital Improvement Plan, is proposed to be funded using a combination of special assessments to benefiting properties, street reconstruction bond proceeds, and storm sewer funds. Staff has not yet discussed the proposed improvements with local property owners. However, Staff has scheduled a neighborhood information meeting for November 7, 2018 for the purpose of explaining the proposed improvements and assessments in more detail, and to gather public input on the project, including any information which should be explored in more detail during development of plans and specifications. Staff will incorporate comments and present this information to Council during the Public Hearing on November 13, 2018. This project would best be constructed as a stand-alone project and is necessary, feasible, and cost-effective from an engineering standpoint, and can be constructed as proposed herein.

Notification:

Upon Council approval, Staff will publish the Public Hearing Notice in the Anoka Union Herald on October 26 and November 2, 2018. Staff will also mail Public Hearing Notices to the owners of all benefiting properties.

Observations/Alternatives:

Observations:

If these streets are not reconstructed in 2019, they would need to be added to the next 5-year SROP to allow reconstruction between 2020 and 2024 instead. However, this would reduce the amount of pavement maintenance work that can be completed in 2019 since no new streets can be added to the current 5-year SROP, which is attached for reference. This is the final year of the 2015 - 2019 Street Reconstruction and Overlay Program (SROP).

Developed properties along the project corridor may have private irrigation systems. Impacts to these systems may occur during construction. Staff will notify property owners in writing of the pending construction as far in advance of construction as possible to allow them time to move their irrigation system components out of the construction area, after which they may replace the components in their original locations.

Following Council approval to order the Public Hearing, Staff will initiate survey work on site to allow this information to be collected before it snows.

Alternatives:

Alternative #1 – Motion to adopt Resolution #18-221 accepting the Feasibility Report and ordering a Public Hearing for November 13, 2018, for Improvement Project #19-03, Wood Pond Hills and Chestnut Ridge Street Reconstructions.

Alternative #2 – Motion denying adoption of Resolution #18-221 at this time.

Funding Source:

The Feasibility Report was completed in-house as part of Staff's normal duties.

Per the attached Feasibility Report, the engineer's opinion of probable project costs is $372,236.52. Staff proposes to fund the proposed improvements using a combination of special assessments to benefiting properties, street reconstruction bond funds, and stormwater utility funds, as needed.

A total of 59 residential parcels will benefit from the proposed improvements and are preliminarily proposed to be assessed for 25-percent of eligible project costs which totals $76,918.30. Subgrade correction costs are not eligible for assessments and are paid 100% by the City. This equates to preliminary assessments of $1,303.70 per parcel. The City will fund the remaining project costs, which totals $295,318.22. The City's costs will be funded using Street Reconstruction and Overlay Program bond funds, as well as a small amount of Stormwater Utility Funds.

Recommendation:

Staff recommends Alternative #1. This will allow the project to be constructed as part of the 2019 Street Maintenance Program, and will allow for the use of special assessments to pay for a portion of the project costs per the applicable provisions of the City Charter, the City's Special Assessments Policy, and Minnesota Statute, Chapter 429.

Action:

Motion to adopt Resolution #18-221 accepting the Feasibility Report and ordering a Public Hearing for November 13, 2018, for Improvement Project #19-03, Wood Pond Hills and Chestnut Ridge Street Reconstructions.

Attachments

Resolution 18-221
MSS Chap 429
Charter Chap 8
Spec Assessments Policy
5 Yr SROP
IP1903 Feasibility Report

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	10/18/2018 04:49 PM
Form Started By: Bruce Westby		Started On: 10/16/2018 08:39 AM
Final Approval Date: 10/18/2018		

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

RESOLUTION #18-221

RESOLUTION ORDERING FEASIBILITY REPORT FOR IMPROVEMENT PROJECT #19-03, WOOD POND HILLS AND CHESTNUT RIDGE STREET RECONSTRUCTIONS

WHEREAS, pursuant to a resolution of the City Council adopted August 28, 2018, a Feasibility Report has been prepared by the City Engineer with reference to proposed improvements to approximately 0.63 miles of streets within the Ford Brook Estates development including 146th Avenue, Helium Street, and Krypton Street, including the reconstruction of streets and other appurtenant work; and

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

WHEREAS, the City Council received the Feasibility Report on October 23, 2018; and

WHEREAS, the Feasibility Report provides information regarding whether the proposed project is necessary, cost-effective and feasible; whether the improvements should be made as proposed or in conjunction with some other improvement; the estimated cost of the improvements as recommended; and a description of the methodology used to calculate individual assessments for benefitted properties.

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

1) The Council will consider the proposed improvements for said streets in accordance with the Feasibility Report and the assessment of benefiting properties for all or a portion of the cost of the improvements pursuant to Minnesota Statues, Chapter 429, the City Charter, and the City's adopted Special Assessments Policy, at an estimated total cost of $372,236.52.

2) A Public Hearing will be held on such improvements on the 13th day of November, 2018 in the Council Chambers of City Hall at 7:00 p.m., and the Clerk shall give mailed and published notice of such hearing and improvements as required by law.

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

and the following voted against the same:

and the following abstained:

and the following were absent:

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

_____
Mayor

ATTEST:

_____
City Clerk

CHAPTER 429

LOCAL IMPROVEMENTS, SPECIAL ASSESSMENTS

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

429.011 DEFINITIONS.

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

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

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

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

(2) a county in the case of construction, reconstruction, or improvement of a county highway as defined in section 160.02 including curbs and gutters and storm sewers;

(3) a county exercising its powers and duties under section 444.075, subdivision 1;

(4) a county for expenses not paid for under section 403.113, subdivision 3, paragraph (b), clause (3);

(5) a county in the case of the abatement of nuisances; and

(6) a county operating an energy improvements financing program under section 216C.436 or 216C.437.

Subd. 2b. **Municipality; certain towns.** "Municipality" also includes any town not having the powers granted herein pursuant to any other law in the case of construction, reconstruction or improvement of a town road including curbs and gutters and storm sewers and in the case of those improvements designated in section 429.021, subdivision 1, clauses (1), (2), (4), (5), (6), (7), (8), and (10).

Subd. 3. **Council.** "Council" means the body of the city having general legislative powers, the town board of the town, or the county board of a county.

Subd. 4. **Clerk.** "Clerk" means the chief clerical officer of the municipality.

Subd. 5. **Improvement.** "Improvement" means any type of improvement made under authority granted by section 429.021, and in the case of a county is limited to the construction, reconstruction, or improvement of a county state-aid highway or county highway including curbs and gutters and storm sewers, and to the purchase, installation, or maintenance of signs, posts, and markers for addressing related to the operation of enhanced 911 telephone service.

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Subd. 6. **Newspaper.** "Newspaper" means the official newspaper of the municipality, or if there is no official newspaper, a legal newspaper of general circulation in the municipality.

Subd. 7. **Street.** "Street" means any street, alley, or other public way, or any part thereof.

Subd. 8. **Utilities commission.** "Utilities commission" means the municipal board or commission, other than the council, which exercises any authority or control over the operation of any municipally owned public utility.

Subd. 9. **Pedestrian skyway system.** "Pedestrian skyway system" means any system of providing for pedestrian traffic circulation, mechanical or otherwise, elevated above ground, within and without the public right-of-way, and through or above private property and buildings, and includes overpasses, bridges, passageways, walkways, concourses, hallways, corridors, arcades, courts, plazas, elevators, escalators, heated canopies, and accesses and all fixtures, furniture, equipment, facilities, services, and appurtenances which in the judgment of the council will enhance the movement, safety, security, convenience and enjoyment of pedestrians and benefit the city and adjoining properties.

Subd. 10. **Underground pedestrian concourse.** "Underground pedestrian concourse" means any system of providing for pedestrian traffic circulation, mechanical or otherwise, below ground, within and without the public right-of-way, and through or below private property, and includes tunnels, passageways, walkways, concourses, hallways, corridors, arcades, plazas, elevators, escalators, heated canopies, and accesses and all fixtures, furniture, equipment, facilities, and appurtenances which in the judgment of the council will enhance the movement, safety, security, convenience and enjoyment of pedestrians and benefit the city and adjoining properties.

Subd. 11. **Special lighting system.** "Special lighting system" means lights or light displays of any type located within or without the public right-of-way.

Subd. 12. **Acquire.** "Acquire" includes, but is not limited to, the obtaining by purchase, condemnation, or leasing rights or interests in the areas above or below the surface of the ground of real property or structures or improvements thereon.

Subd. 13. **Public mall, plaza, or courtyard.** "Public mall, plaza, or courtyard" means any wholly or partly opened or enclosed public area adjacent to or attached to a wall, fence, commercial structure, hotel, or any other building and designed as a place for passive recreation, public entertainment, exhibition and education, or a pedestrian walk.

Subd. 14. **Fire protection system.** "Fire protection system" means pipes, standpipes, sprinklers, control systems and other devices and equipment installed in or outside a building for the primary purpose of eliminating or reducing the spread of fire in the building or providing for safe evacuation of the building, whether the devices and equipment are publicly or privately owned.

Subd. 15. **Highway sound barriers.** "Highway sound barriers" means sound abatement walls erected along highways to reduce noise levels attributable to vehicular traffic.

Subd. 16. **On-site water contaminant improvements.** "On-site water contaminant improvements" means pipes, wells, and other devices and equipment installed in or outside a building for the primary purpose of eliminating water contamination caused by lead or other toxic or health threatening substances in the water, whether the improvements so installed are publicly or privately owned.

History: *1953 c 398 s 1; 1961 c 338 s 1; 1969 c 741 s 1-3; 1971 c 617 s 1-4; 1973 c 123 art 5 s 7; 1973 c 636 s 1; 1973 c 702 s 22; 1974 c 233 s 1; 1976 c 147 s 1; 1978 c 634 s 1,2; 1979 c 330 s 1; 1983 c 9 s 1;*

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1984 c 478 s 1; 1984 c 591 s 1; 1986 c 315 s 1; 1987 c 138 s 1; 1988 c 564 s 1; 1994 c 614 s 5; 2000 c 490 art 5 s 29,30; 2009 c 88 art 2 s 31; 2010 c 389 art 7 s 4; 2018 c 155 s 34

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

429.021 LOCAL IMPROVEMENTS, COUNCIL POWERS.

Subdivision 1. **Improvements authorized.** The council of a municipality shall have power to make the following improvements:

(1) To acquire, open, and widen any street, and to improve the same by constructing, reconstructing, and maintaining sidewalks, pavement, gutters, curbs, and vehicle parking strips of any material, or by grading, graveling, oiling, or otherwise improving the same, including the beautification thereof and including storm sewers or other street drainage and connections from sewer, water, or similar mains to curb lines.

(2) To acquire, develop, construct, reconstruct, extend, and maintain storm and sanitary sewers and systems, including outlets, holding areas and ponds, treatment plants, pumps, lift stations, service connections, and other appurtenances of a sewer system, within and without the corporate limits.

(3) To construct, reconstruct, extend, and maintain steam heating mains.

(4) To install, replace, extend, and maintain street lights and street lighting systems and special lighting systems.

(5) To acquire, improve, construct, reconstruct, extend, and maintain water works systems, including mains, valves, hydrants, service connections, wells, pumps, reservoirs, tanks, treatment plants, and other appurtenances of a water works system, within and without the corporate limits.

(6) To acquire, improve and equip parks, open space areas, playgrounds, and recreational facilities within or without the corporate limits.

(7) To plant trees on streets and provide for their trimming, care, and removal.

(8) To abate nuisances and to drain swamps, marshes, and ponds on public or private property and to fill the same.

(9) To construct, reconstruct, extend, and maintain dikes and other flood control works.

(10) To construct, reconstruct, extend, and maintain retaining walls and area walls.

(11) To acquire, construct, reconstruct, improve, alter, extend, operate, maintain, and promote a pedestrian skyway system. Such improvement may be made upon a petition pursuant to section 429.031, subdivision 3.

(12) To acquire, construct, reconstruct, extend, operate, maintain, and promote underground pedestrian concourses.

(13) To acquire, construct, improve, alter, extend, operate, maintain, and promote public malls, plazas or courtyards.

(14) To construct, reconstruct, extend, and maintain district heating systems.

(15) To construct, reconstruct, alter, extend, operate, maintain, and promote fire protection systems in existing buildings, but only upon a petition pursuant to section 429.031, subdivision 3.

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(16) To acquire, construct, reconstruct, improve, alter, extend, and maintain highway sound barriers.

(17) To improve, construct, reconstruct, extend, and maintain gas and electric distribution facilities owned by a municipal gas or electric utility.

(18) To purchase, install, and maintain signs, posts, and other markers for addressing related to the operation of enhanced 911 telephone service.

(19) To improve, construct, extend, and maintain facilities for Internet access and other communications purposes, if the council finds that:

(i) the facilities are necessary to make available Internet access or other communications services that are not and will not be available through other providers or the private market in the reasonably foreseeable future; and

(ii) the service to be provided by the facilities will not compete with service provided by private entities.

(20) To assess affected property owners for all or a portion of the costs agreed to with an electric utility, telecommunications carrier, or cable system operator to bury or alter a new or existing distribution system within the public right-of-way that exceeds the utility's design and construction standards, or those set by law, tariff, or franchise, but only upon petition under section 429.031, subdivision 3.

(21) To assess affected property owners for repayment of voluntary energy improvement financings under section 216C.436, subdivision 7, or 216C.437, subdivision 28.

Subd. 2. **Combining improvements.** An improvement on two or more streets or two or more types of improvement in or on the same street or streets or different streets may be included in one proceeding and conducted as one improvement.

Subd. 3. **Relation to charter and other laws.** When any portion of the cost of an improvement is defrayed by special assessments, the procedure prescribed in this chapter shall be followed unless the council determines to proceed under charter provisions; but this chapter does not prescribe the procedure to be followed by a municipality in making improvements financed without the use of special assessments.

If the council determines to proceed under charter provisions for special assessments, such provisions shall be deemed to include a requirement that notices of proposed assessments inform property owners of the procedures they must follow under the charter in order to appeal the assessments to district court. The notices shall also inform property owners of the provisions of sections 435.193 to 435.195 and the existence of any deferment procedure established pursuant thereto in the municipality.

Charter provisions shall also be deemed to require that when the council determines to make any improvement, it shall let the contract for all or part of the work, or order all or part of the work done by day labor or otherwise as may be authorized by the charter, no later than one year after the adoption of the resolution ordering such improvement, unless a different time limit is specifically stated in the resolution ordering the improvement.

History: *1953 c 398 s 2; 1965 c 877 s 1; 1971 c 617 s 5; 1973 c 201 s 1; 1974 c 233 s 2; 1974 c 314 s 1; 1976 c 195 s 1; 1978 c 518 s 1; 1979 c 330 s 2; 1981 c 334 s 5; 1984 c 548 s 4; 1984 c 582 s 3; 1984 c 591 s 2; 1984 c 633 s 2; 1987 c 138 s 2; 1997 c 219 s 5; 2000 c 490 art 5 s 31; 2000 c 493 s 5; 2005 c 67 s 1; 2010 c 216 s 21; 2018 c 155 s 35*

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

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429.031 PRELIMINARY PLANS, HEARINGS.

Subdivision 1. **Preparation of plans, notice of hearing.** (a) Before the municipality awards a contract for an improvement or orders it made by day labor, or before the municipality may assess any portion of the cost of an improvement to be made under a cooperative agreement with the state or another political subdivision for sharing the cost of making the improvement, the council shall hold a public hearing on the proposed improvement following two publications in the newspaper of a notice stating the time and place of the hearing, the general nature of the improvement, the estimated cost, and the area proposed to be assessed. The two publications must be a week apart, and the hearing must be at least three days after the second publication. Not less than ten days before the hearing, notice of the hearing must also be mailed to the owner of each parcel within the area proposed to be assessed and must contain a statement that a reasonable estimate of the impact of the assessment will be available at the hearing, but failure to give mailed notice or any defects in the notice does not invalidate the proceedings. For the purpose of giving mailed notice, owners are those shown as owners on the records of the county auditor or, in any county where tax statements are mailed by the county treasurer, on the records of the county treasurer; but other appropriate records may be used for this purpose. For properties that are tax exempt or subject to taxation on a gross earnings basis and are not listed on the records of the county auditor or the county treasurer, the owners may be ascertained by any practicable means, and mailed notice must be given them as provided in this subdivision.

(b) Before the adoption of a resolution ordering the improvement, the council shall secure from the city engineer or some other competent person of its selection a report advising it in a preliminary way as to whether the proposed improvement is necessary, cost-effective, and feasible and as to whether it should best be made as proposed or in connection with some other improvement. The report must also include the estimated cost of the improvement as recommended. A reasonable estimate of the total amount to be assessed, and a description of the methodology used to calculate individual assessments for affected parcels, must be available at the hearing. No error or omission in the report invalidates the proceeding unless it materially prejudices the interests of an owner.

(c) If the report is not prepared by an employee of a municipality, the compensation for preparing the report under this subdivision must be based on the following factors:

(1) the time and labor required;

(2) the experience and knowledge of the preparer;

(3) the complexity and novelty of the problems involved; and

(4) the extent of the responsibilities assumed.

(d) The compensation must not be based primarily on a percentage of the estimated cost of the improvement.

(e) The council may also take other steps prior to the hearing, including, among other things, the preparation of plans and specifications and the advertisement for bids that will in its judgment provide helpful information in determining the desirability and feasibility of the improvement.

(f) The hearing may be adjourned from time to time, and a resolution ordering the improvement may be adopted at any time within six months after the date of the hearing by vote of a majority of all members of the council when the improvement has been petitioned for by the owners of not less than 35 percent in frontage of the real property abutting on the streets named in the petition as the location of the improvement. When there has been no such petition, the resolution may be adopted only by vote of four-fifths of all members of the council; provided that if the mayor of the municipality is a member of the council but has

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no vote or votes only in case of a tie, the mayor is not deemed to be a member for the purpose of determining a four-fifths majority vote.

(g) The resolution ordering the improvement may reduce, but not increase, the extent of the improvement as stated in the notice of hearing.

Subd. 2. **Approval by park board or utilities commission.** A resolution ordering a park improvement may be adopted only by a four-fifths vote of the council and shall also be approved by the park board, if there is one; provided, that if the mayor of the municipality is a member of the council but has no vote or votes only in case of a tie, the mayor shall not be deemed to be a member for the purpose of determining such four-fifths majority vote. A resolution ordering an improvement of the water, sewer, steam heating, street lighting or other facility over which a utilities commission has jurisdiction shall also be approved by the utilities commission.

Subd. 3. **Petition by all owners.** Whenever all owners of real property abutting upon any street named as the location of any improvement shall petition the council to construct the improvement and to assess the entire cost against their property, the council may, without a public hearing, adopt a resolution determining such fact and ordering the improvement. The validity of the resolution shall not be questioned by any taxpayer or property owner or the municipality unless an action for that purpose is commenced within 30 days after adoption of the resolution as provided in section 429.036. Nothing herein prevents any property owner from questioning the amount or validity of the special assessment against the owner's property pursuant to section 429.081. In the case of a petition for the municipality to own and install a fire protection system, a pedestrian skyway system, or on-site water contaminant improvements, the petition must contain or be accompanied by an undertaking satisfactory to the city by the petitioner that the petitioner will grant the municipality the necessary property interest in the building to permit the city to enter upon the property and the building to construct, maintain, and operate the fire protection system, pedestrian skyway system, or on-site water contaminant improvements. In the case of a petition for the installation of a privately owned fire protection system, a privately owned pedestrian skyway system, or privately owned on-site water contaminant improvements, the petition shall contain the plans and specifications for the improvement, the estimated cost of the improvement and a statement indicating whether the city or the owner will contract for the construction of the improvement. If the owner is contracting for the construction of the improvement, the city shall not approve the petition until it has reviewed and approved the plans, specifications, and cost estimates contained in the petition. The construction cost financed under section 429.091 shall not exceed the amount of the cost estimate contained in the petition. In the case of a petition for the installation of a fire protection system, a pedestrian skyway system, or on-site water contaminant improvements, the petitioner may request abandonment of the improvement at any time after it has been ordered pursuant to subdivision 1 and before contracts have been awarded for the construction of the improvement under section 429.041, subdivision 2. If such a request is received, the city council shall abandon the proceedings but in such case the petitioner shall reimburse the city for any and all expenses incurred by the city in connection with the improvement.

History: *1953 c 398 s 3; 1955 c 811 s 1; 1957 c 430 s 1; 1961 c 525 s 1,2; 1963 c 771 s 1; 1965 c 877 s 2; 1967 c 57 s 1,2; 1973 c 123 art 5 s 7; 1984 c 548 s 5; 1984 c 582 s 4; 1984 c 591 s 3; 1984 c 633 s 3; 1986 c 444; 1994 c 614 s 6; 1996 c 402 s 1; 2000 c 490 art 5 s 32*

429.035 IMPROVEMENTS, PETITION.

When any petition for the making of any improvement in any statutory city, town, or city of the second, third, or fourth class, however organized, for the cost of which special assessments may be, in whole or in part, levied therefor, is presented to the governing body of the municipality, this body shall, by resolution,

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determine whether or not the petition has been signed by the required percentage of owners of property affected thereby.

History: *(1918-33) 1927 c 311 s 1; 1953 c 398 s 12; 1961 c 338 s 2; 1973 c 123 art 5 s 7*

429.036 APPEAL FROM DETERMINATION OF LEGALITY OF PETITION.

Any person, being aggrieved by this determination, may appeal to the district court of the county in which the property is located by serving upon the clerk of the municipality, within 30 days after the adoption and publication of the resolution, a notice of appeal briefly stating the grounds of appeal and giving a bond in the penal sum of $250, in which the municipality shall be named as obligee, to be approved by the clerk of the municipality, conditioned that the appellant will duly prosecute the appeal, pay all costs and disbursements which may be adjudged against the appellant, and abide by the order of the court. The clerk shall furnish the appellant a certified copy of the petition, or any part thereof, on being paid by appellant of the proper charges therefor. The appeal shall be placed upon the calendar of the next general term commencing more than 30 days after the date of serving the notice and filing the bond and shall be tried as are other appeals in such cases. Unless reversed upon the appeal, the determination of the governing body as to the sufficiency of the petition shall be final and conclusive.

History: *(1918-34) 1927 c 311 s 2; 1986 c 444*

429.04 [Repealed, 1953 c 398 s 13]

429.041 COUNCIL PROCEDURE.

Subdivision 1. **Plans and specifications, advertisement for bids.** When the council determines to make any improvement, it shall let the contract for all or part of the work, or order all or part of the work done by day labor or otherwise as authorized by subdivision 2, no later than one year after the adoption of the resolution ordering such improvement, unless a different time limit is specifically stated in the resolution ordering the improvement. The council shall cause plans and specifications of the improvement to be made, or if previously made, to be modified, if necessary, and to be approved and filed with the clerk, and if the estimated cost exceeds the amount in section 471.345, subdivision 3, shall advertise for bids for the improvement in the newspaper or recognized industry trade journal as defined in section 331A.01, subdivision 11, and for such length of time as it may deem advisable. If the estimated cost exceeds twice the amount in section 471.345, subdivision 3, publication shall be made no less than three weeks before the last day for submission of bids once in the newspaper and at least once in either a newspaper published in a city of the first class or a recognized industry trade journal. The advertisement shall specify the work to be done, shall state the time when the bids will be publicly opened for consideration by the council, which shall be not less than ten days after the first publication of the advertisement when the estimated cost is less than twice the amount in section 471.345, subdivision 3, and not less than three weeks after such publication in other cases, and shall state that no bids will be considered unless sealed and filed with the clerk and accompanied by a cash deposit, cashier's check, bid bond, or certified check payable to the clerk, for such percentage of the amount of the bid as the council may specify. In providing for the advertisement for bids the council may direct that the bids shall be opened publicly by two or more designated officers or agents of the municipality and tabulated in advance of the meeting at which they are to be considered by the council. Nothing herein shall prevent the council from advertising separately for various portions of the work involved in an improvement, or from itself, supplying by such means as may be otherwise authorized by law, all or any part of the materials, supplies, or equipment to be used in the improvement or from combining two or more improvements in a single set of plans and specifications or a single contract.

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Subd. 2. **Contracts; day labor.** In contracting for an improvement, the council shall require the execution of one or more written contracts and bonds, conditioned as required by law. The council shall award the contract to the lowest responsible bidder or it may reject all bids. If any bidder to whom a contract is awarded fails to enter promptly into a written contract and to furnish the required bond, the defaulting bidder shall forfeit to the municipality the amount of the defaulter's cash deposit, cashier's check, bid bond, or certified check, and the council may thereupon award the contract to the next lowest responsible bidder. When it appears to the council that the cost of the entire work projected will be less than the amount in section 471.345, subdivision 3, or whenever no bid is submitted after proper advertisement or the only bids submitted are higher than the engineer's estimate, the council may advertise for new bids or, without advertising for bids, directly purchase the materials for the work and do it by the employment of day labor or in any other manner the council considers proper. The council may have the work supervised by the city engineer or other qualified person but shall have the work supervised by a registered engineer if done by day labor and it appears to the council that the entire cost of all work and materials for the improvement will be more than the lowest amount in section 471.345, subdivision 4. In case of improper construction or unreasonable delay in the prosecution of the work by the contractor, the council may order and cause the suspension of the work at any time and relet the contract, or order a reconstruction of any portion of the work improperly done, and where the cost of completion or reconstruction necessary will be less than the amount in section 471.345, subdivision 3, the council may do it by the employment of day labor.

Subd. 2a. **Best value alternative.** As an alternative to the procurement method described in subdivision 2, the council may issue a request for proposals and award the contract to the vendor or contractor offering the best value as described in section 16C.28, subdivision 1, paragraph (a), clause (2), and paragraph (c).

Subd. 3. **Day labor; detailed report.** When the council has performed construction work by day labor, it shall cause a detailed report to be filed with the clerk and certified by the registered engineer or other person in charge, if there is no registered engineer. The report shall show:

(a) the complete cost of the construction;

(b) final quantities of the various units of work done;

(c) materials furnished for the project and the cost of each item thereof;

(d) cost of labor, cost of equipment hired, and supervisory costs.

The report shall have attached a certificate by the registered engineer or other person in charge that the work was done according to the plans and specifications, or, if there were any deviations from them, an itemized statement of those deviations.

Subd. 4. **Alternate procedure on street improvements.** As to any improvement or improvements consisting of grading, graveling, or bituminous surfacing of streets and alleys, the council may proceed in the manner provided in this chapter, except that it may

(1) order the work done by day labor, regardless of the estimated cost of such improvement or improvements,

(2) use municipal equipment or hire equipment and purchase materials for all such improvements to be done by day labor in any 12-month period by advertising once therefor, such advertisement to call for bids for the furnishing of equipment, if the municipality does not use its own equipment, and for materials at unit prices based on the quantities which the council estimates will be required, and

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(3) contract at one time on a unit price basis for part or all of the street improvements to be constructed by the municipality during the current year, including improvements which may thereafter be ordered constructed.

Subd. 5. **Cooperation with state or local government.** When an improvement is made under a cooperative agreement with the state or another political subdivision by the terms of which the state or other subdivision is to construct or contract to construct the improvement, it shall not be necessary to comply with subdivisions 1 and 2.

Subd. 6. **Percentage payment on engineer's estimate.** In case the contractor properly performs the work, the council shall, from month to month before completion of the work, pay the contractor not to exceed 95 percent of the amount already earned under the contract, upon the estimate of the engineer or other competent person selected by the council, and the contract shall so provide, and shall further agree that when the work is 95 percent or more completed upon the recommendation of the engineer such portions of the retained price shall be released as the governing body of the municipality determines are not required to be retained to protect the municipality's interest in satisfactory completion of the contract. Failure to pay any amount due and payable under the terms of the contract within 30 days of a monthly estimate or 90 days after the final estimate of the amount earned shall obligate the municipality to pay to the contractor simple interest on the past due amount at an annual rate equal to the monthly index of long term United States bond yields for the month prior to the month in which this obligation is incurred plus an additional one percent per annum. Interest shall not be imposed with respect to any amount which a municipality may legally withhold as a result of breach of contract or other contractual claim or if the delay is caused by the contractor.

Subd. 7. **Modification of contracts.** After work has been commenced on an improvement undertaken pursuant to a contract awarded on a unit price basis the council may, without advertising for bids, authorize changes in the contract so as to include additional units of work at the same unit price if the cost of the additional work does not exceed 25 percent of the original contract price. Original contract price means that figure determined by multiplying the estimated number of units required by the unit price.

History: *1953 c 398 s 4; 1957 c 430 s 2,3; 1961 c 525 s 3,4; 1973 c 123 art 5 s 7; 1976 c 156 s 1; 1977 c 278 s 1; 1978 c 518 s 2; 1980 c 464 s 8; 1985 c 174 s 3; 1986 c 444; 1993 c 38 s 1,2; 2001 c 5 s 1,2; 2004 c 278 s 6,7; 2007 c 148 art 3 s 25; 2009 c 152 s 18,19; 2013 c 46 s 2*

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

429.051 APPORTIONMENT OF COST.

The cost of any improvement, or any part thereof, may be assessed upon property benefited by the improvement, based upon the benefits received, whether or not the property abuts on the improvement and whether or not any part of the cost of the improvement is paid from the county state-aid highway fund, the municipal state-aid street fund, or the trunk highway fund. The area assessed may be less than but may not exceed the area proposed to be assessed as stated in the notice of hearing on the improvement, except as provided below. The municipality may pay such portion of the cost of the improvement as the council may determine from general ad valorem tax levies or from other revenues or funds of the municipality available for the purpose. The municipality may subsequently reimburse itself for all or any of the portion of the cost of a water, storm sewer, or sanitary sewer improvement so paid by levying additional assessments upon any properties abutting on but not previously assessed for the improvement, on notice and hearing as provided for the assessments initially made. To the extent that such an improvement benefits nonabutting properties which may be served by the improvement when one or more later extensions or improvements are made but which are not initially assessed therefor, the municipality may also reimburse itself by adding all or any

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of the portion of the cost so paid to the assessments levied for any of such later extensions or improvements, provided that notice that such additional amount will be assessed is included in the notice of hearing on the making of such extensions or improvements. The additional assessments herein authorized may be made whether or not the properties assessed were included in the area described in the notice of hearing on the making of the original improvement.

In any city of the fourth class electing to proceed under a home rule charter as provided in this chapter, which charter provides for a board of water commissioners and authorizes such board to assess a water frontage tax to defray the cost of construction of water mains, such board may assess the tax based upon the benefits received and without regard to any charter limitation on the amount that may be assessed for each lineal foot of property abutting on the water main. The water frontage tax shall be imposed according to the procedure and, except as herein provided, subject to the limitations of the charter of the city.

History: *1953 c 398 s 5; 1955 c 842 s 1; 1957 c 40 s 1; 1959 c 490 s 1; 1961 c 286 s 1*

429.052 STREET OR ROAD IMPROVEMENTS OUTSIDE MUNICIPAL BOUNDARIES.

A municipality may construct street or road improvements outside its jurisdiction with the consent of the affected township, or if the property is located in unorganized territory, the county. When property is brought within the corporate limits of the municipality, the municipality may subsequently reimburse itself for all or any portion of the cost of the improvement for which municipal funds have been expended, by levying an assessment upon any property abutting on, but not previously assessed for, the improvement. No assessment may be so levied unless the property to be assessed was given notice and hearing of the improvements under section 429.031 at the time the improvement was ordered, and subsequently in accordance with the notice, hearing, and appeal rights, provided for under sections 429.061 and 429.081.

History: *2005 c 152 art 1 s 12*

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

429.061 ASSESSMENT PROCEDURE.

Subdivision 1. **Calculation, notice.** At any time after the expense incurred or to be incurred in making an improvement shall be calculated under the direction of the council, the council shall determine by resolution the amount of the total expense the municipality will pay, other than the amount, if any, which it will pay as a property owner, and the amount to be assessed. If a county proposes to assess within the boundaries of a city for a county state-aid highway or county highway, including curbs, gutters, and storm sewers, the resolution must include the portion of the cost proposed to be assessed within the city. The county shall forward the resolution to the city and it may not proceed with the assessment procedure nor may the county allocate any cost under this section for property within the city unless the city council adopts the resolution approving the assessment. Thereupon the clerk, with the assistance of the engineer or other qualified person selected by the council, shall calculate the proper amount to be specially assessed for the improvement against every assessable lot, piece or parcel of land, without regard to cash valuation, in accordance with the provisions of section 429.051. The proposed assessment roll shall be filed with the clerk and be open to public inspection. The clerk shall thereupon, under the council's direction, publish notice that the council will meet to consider the proposed assessment. Such notice shall be published in the newspaper at least once and shall be mailed to the owner of each parcel described in the assessment roll. For the purpose of giving mailed notice under this subdivision, owners shall be those shown to be such on the records of the county auditor or, in any county where tax statements are mailed by the county treasurer, on the records of the county treasurer; but other appropriate records may be used for this purpose. Such publication and mailing shall be no less than two weeks prior to such meeting of the council. Except as to the owners of tax-exempt

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property or property taxes on a gross earnings basis, every property owner whose name does not appear on the records of the county auditor or the county treasurer shall be deemed to have waived such mailed notice unless the owner has requested in writing that the county auditor or county treasurer, as the case may be, include the name on the records for such purpose. Such notice shall state the date, time, and place of such meeting, the general nature of the improvement, the area proposed to be assessed, the total amount of the proposed assessment, that the proposed assessment roll is on the file with the clerk, and that written or oral objections thereto by any property owner will be considered. The notice must also state that no appeal may be taken as to the amount of any assessment adopted pursuant to subdivision 2, unless a written objection signed by the affected property owner is filed with the municipal clerk prior to the assessment hearing or presented to the presiding officer at the hearing. The notice shall also state that an owner may appeal an assessment to district court pursuant to section 429.081 by serving notice of the appeal upon the mayor or clerk of the municipality within 30 days after the adoption of the assessment and filing such notice with the district court within ten days after service upon the mayor or clerk. The notice shall also inform property owners of the provisions of sections 435.193 to 435.195 and the existence of any deferment procedure established pursuant thereto in the municipality. In addition, the notice mailed to the owner must state in clear language the following information:

(1) the amount to be specially assessed against that particular lot, piece, or parcel of land;

(2) adoption by the council of the proposed assessment may be taken at the hearing;

(3) the right of the property owner to prepay the entire assessment and the person to whom prepayment must be made;

(4) whether partial prepayment of the assessment has been authorized by ordinance;

(5) the time within which prepayment may be made without the assessment of interest; and

(6) the rate of interest to be accrued if the assessment is not prepaid within the required time period.

Subd. 2. **Adoption; interest.** At such meeting or at any adjournment thereof the council shall hear and pass upon all objections to the proposed assessment, whether presented orally or in writing. The council may amend the proposed assessment as to any parcel and by resolution adopt the same as the special assessment against the lands named in the assessment roll. Notice of any adjournment of the hearing shall be adequate if the minutes of the meeting so adjourned show the time and place when and where the hearing is to be continued.

The council may consider any objection to the amount of a proposed assessment as to a specific parcel of land at an adjourned hearing upon further notice to the affected property owner as it deems advisable. At the adjourned hearing the council or a committee of it may hear further written or oral testimony on behalf of the objecting property owner and may consider further written or oral testimony from appropriate city officials and other witnesses as to the amount of the assessment. The council or committee shall prepare a record of the proceedings at the adjourned hearing and written findings as to the amount of the assessment. The amount of the assessment as finally determined by the council shall become a part of the adopted assessment roll. No appeal may be taken as to the amount of any assessment adopted under this section unless written objection signed by the affected property owner is filed with the municipal clerk prior to the assessment hearing or presented to the presiding officer at the hearing. All objections to the assessments not received at the assessment hearing in the manner prescribed by this subdivision are waived, unless the failure to object at the assessment hearing is due to a reasonable cause.

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If the adopted assessment differs from the proposed assessment as to any particular lot, piece, or parcel of land, the clerk must mail to the owner a notice stating the amount of the adopted assessment. Owners must also be notified by mail of any changes adopted by the council in interest rates or prepayment requirements from those contained in the notice of the proposed assessment.

The assessment, with accruing interest, shall be a lien upon all private and public property included therein, from the date of the resolution adopting the assessment, concurrent with general taxes; but the lien shall not be enforceable against public property as long as it is publicly owned, and during such period the assessment shall be recoverable from the owner of such property only in the manner and to the extent provided in section 435.19. Unless otherwise provided in the resolution, all assessments shall be payable in equal annual installments extending over such period, not exceeding 30 years, as the resolution determines, payable on the first Monday in January in each year, but the number of installments need not be uniform for all assessments included in a single assessment roll if a uniform criterion for determining the number of installments is provided by the resolution. Assessments on property located in a targeted neighborhood as defined in Laws 1987, chapter 386, article 6, section 4, may be payable in variable annual installments if the resolution provides for a variable payment. The first installment of each assessment shall be included in the first tax rolls completed after its adoption and shall be payable in the same year as the taxes contained therein; except that the payment of the first installment of any assessment levied upon unimproved property may be deferred until a designated future year, or until the platting of the property or the construction of improvements thereon, upon such terms and conditions and based upon such standards and criteria as may be provided by resolution of the council. If special assessments against the property have been deferred pursuant to this subdivision, the governmental unit shall record with the county recorder in the county in which the property is located a certificate containing the legal description of the affected property and of the amount deferred. In any event, every assessment the payment of which is so deferred, when it becomes payable, shall be divided into a number of installments such that the last installment thereof will be payable not more than 30 years after the levy of the assessment. All assessments shall bear interest at such rate as the resolution determines. To the first installment of each assessment shall be added interest on the entire assessment from a date specified in the resolution levying the assessment, not earlier than the date of the resolution, until December 31 of the year in which the first installment is payable, and to each subsequent installment shall be added interest for one year on all unpaid installments; or alternatively, any assessment may be made payable in equal annual installments including principal and interest, each in the amount annually required to pay the principal over such period with interest at such rate as the resolution determines, not exceeding the maximum period and rate specified above. In the latter event no prepayment shall be accepted under subdivision 3 without payment of all installments due to and including December 31 of the year of prepayment, together with the original principal amount reduced only by the amounts of principal included in such installments, computed on an annual amortization basis. When payment of an assessment is deferred, as authorized in this subdivision, interest thereon for the period of deferment may be made payable annually at the same times as the principal installments of the assessment would have been payable if not deferred; or interest for this period may be added to the principal amount of the assessment when it becomes payable; or, if so provided in the resolution levying the assessment, interest thereon to December 31 of the year before the first installment is payable may be forgiven.

Subd. 3. **Transmitted to auditor, prepayment.** After the adoption of the assessment, the clerk shall transmit a certified duplicate of the assessment roll with each installment, including interest, set forth separately to the county auditor of the county to be extended on the proper tax lists of the county; but in lieu of such certification, the council may in its discretion direct the clerk to file all assessment rolls in the clerk's office and to certify annually to the county auditor, on or before November 30 in each year, the total amount of installments of and interest on assessments on each parcel of land in the municipality which are to become due in the following year. If any installment and interest has not been so certified prior to the year when it

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is due, the clerk shall forthwith certify the same to the county auditor for collection in the then succeeding year; and if the municipality has issued improvement warrants to finance the improvement, it shall pay out of its general funds into the fund of the improvement interest on the then unpaid balance of the assessment for the year or years during which the collection of such installment is postponed. All assessments and interest thereon shall be collected and paid over in the same manner as other municipal taxes. The owner of any property so assessed may, at any time prior to certification of the assessment or the first installment thereof to the county auditor, pay the whole of the assessment on such property, with interest accrued to the date of payment, to the municipal treasurer, except that no interest shall be charged if the entire assessment is paid within 30 days from the adoption thereof; and, except as hereinafter provided, the owner may at any time prior to November 15 of any year, prepay to the treasurer of the municipality having levied said assessments, the whole assessment remaining due with interest accrued to December 31 of the year in which said prepayment is made. If the assessment roll is retained by the municipal clerk, the installment and interest in process of collection on the current tax list shall be paid to the county treasurer and the remaining principal balance of the assessment, if paid, shall be paid to the municipal treasurer. The council may by ordinance authorize the partial prepayment of assessments, in such manner as the ordinance may provide, prior to certification of the assessment or the first installment thereof to the county auditor.

Subd. 4. **Collection, tax-exempt property.** On the confirmation of any assessments the clerk shall mail to the county auditor a notice specifying the amount payable by any county, to the clerk or recorder of any other political subdivision a notice specifying the amount payable by the political subdivision and to the owner of any right-of-way, at its principal office in the state, a notice specifying the amount payable on account of any right-of-way. The amount payable on account of any right-of-way or public property shall be payable to the municipality's treasurer and shall be payable in like installments and with like interest and penalties as provided for in reference to the installments payable on account of assessable real property, except that interest accruing shall not begin to run until the notice provided in this subdivision has been properly given and 30 days thereafter have elapsed. The governing body of any such political subdivision shall provide for the payment of these amounts and shall take appropriate action to that end. If the assessment is not paid in a single installment, the municipal treasurer shall annually mail to the owner of any right-of-way and, as long as the property is publicly owned, to the owner of any public property a notice stating that an installment is due and should be paid to the municipal treasurer of the municipality which levied the special assessment. The municipality may collect the amount due on account of the right-of-way of any railroad or privately owned public utility by distress and sale of personal property in the manner provided by law in case of taxes levied upon personal property or by suit brought to enforce the collection of this indebtedness unless a different method of collecting such amounts is provided for by any contract between the owner of any right-of-way and the municipality.

Subd. 5. **Special assessments; administrative expenses.** Notwithstanding any general or special law to the contrary, a municipality shall pay to the county auditor all administrative expenses incurred by the county under subdivision 3 for each special assessment of any local improvement certified by the municipality to the county auditor.

History: *1953 c 398 s 6; 1955 c 811 s 2; 1957 c 510 s 2; 1957 c 699 s 1; 1961 c 77 s 1; 1961 c 525 s 5-7; 1963 c 771 s 2-4; 1965 c 877 s 3; 1969 c 1045 s 1; 1969 c 1095 s 1; 1974 c 314 s 2; 1976 c 195 s 2; 1976 c 324 s 18; 1980 c 509 s 164; 1980 c 560 s 5; 1980 c 607 art 11 s 1,2; 1984 c 478 s 2; 1984 c 543 s 50; 1Sp1985 c 16 art 1 s 3; 1986 c 315 s 2; 1986 c 444; 1986 c 473 s 10,11; 1987 c 344 s 3; 1987 c 386 art 6 s 2; 1991 c 342 s 8; 1993 c 375 art 5 s 33; art 17 s 17; 2005 c 4 s 106*

429.07 [Repealed, 1953 c 398 s 13]

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429.071 SUPPLEMENTAL ASSESSMENTS; REASSESSMENT.

Subdivision 1. **Supplemental assessments.** The council may make supplemental assessments to correct omissions, errors, or mistakes in the assessment relating to the total cost of the improvement or any other particular. A supplemental assessment shall be preceded by personal or mailed notice to the owner of each parcel included in the supplemental assessment and a hearing as provided for the original assessment.

Subd. 2. **Reassessment.** When an assessment is, for any reason whatever, set aside by a court of competent jurisdiction as to any parcel or parcels of land, or in event the council finds that the assessment or any part thereof is excessive or determines on advice of the municipal attorney that the assessment or proposed assessment or any part thereof is or may be invalid for any reason, the council may, upon notice and hearing as provided for the original assessment, make a reassessment or a new assessment as to such parcel or parcels.

Subd. 3. **Reapportionment upon land division.** When a tract of land against which a special assessment has been levied is thereafter divided or subdivided by plat or otherwise, the council may, on application of the owner of any part of the tract or on its own motion equitably apportion among the various lots or parcels in the tract all the installments of the assessment against the tract remaining unpaid and not then due if it determines that such apportionment will not materially impair collection of the unpaid balance of the original assessment against the tract. The council may, and if the special assessment has been pledged to the payment of improvement warrants shall, require the owner or owners, as a condition of such apportionment, to furnish a satisfactory surety bond fully protecting the municipality against any loss resulting from failure to pay any part of the reapportionment assessment when due. Notice of such apportionment and of the right to appeal shall be mailed to or personally served upon all owners of any part of the tract. Within 30 days after the mailing or service of the notice of such apportionment any such owner may appeal as provided in section 429.081.

Subd. 4. **Reassessment, tax-forfeited land.** When a parcel of tax-forfeited land is returned to private ownership and the parcel is benefited by an improvement for which special assessments were canceled because of the forfeiture, the municipality that made the improvement may, upon notice and hearing as provided for the original assessment, make a reassessment or a new assessment as to the parcel in an amount equal to the amount remaining unpaid on the original assessment.

History: *1953 c 398 s 7; 1957 c 366 s 1; 1961 c 525 s 8; 1965 c 877 s 4; 1976 c 259 s 1*

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

429.081 APPEAL TO DISTRICT COURT.

Within 30 days after the adoption of the assessment, any person aggrieved, who is not precluded by failure to object prior to or at the assessment hearing, or whose failure to so object is due to a reasonable cause, may appeal to the district court by serving a notice upon the mayor or clerk of the municipality. The notice shall be filed with the court administrator of the district court within ten days after its service. The municipal clerk shall furnish appellant a certified copy of objections filed in the assessment proceedings, the assessment roll or part complained of, and all papers necessary to present the appeal. The appeal shall be placed upon the calendar of the next general term commencing more than five days after the date of serving the notice and shall be tried as other appeals in such cases. The court shall either affirm the assessment or set it aside and order a reassessment as provided in section 429.071, subdivision 2. If appellant does not prevail upon the appeal, the costs incurred shall be taxed by the court and judgment entered therefor. All

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objections to the assessment shall be deemed waived unless presented on such appeal. This section provides the exclusive method of appeal from a special assessment levied pursuant to this chapter.

History: *1953 c 398 s 8; 1961 c 525 s 9; 1978 c 749 s 2; 1980 c 607 art 11 s 3; 1Sp1986 c 3 art 1 s 82*

429.09 [Repealed, 1953 c 398 s 13]

429.091 FINANCING.

Subdivision 1. **Authority.** At any time after one or more improvements are ordered as contemplated in section 429.031, the council may issue obligations in such amount as it deems necessary to defray in whole or in part the expense incurred and estimated to be incurred in making the improvement or improvements, including every item of cost of the kinds authorized in section 475.65. In the event of any omission, error, or mistake in any of the proceedings required precedent to the ordering of any improvement, the validity of the obligations shall not be affected thereby. The council shall cause all further actions and proceedings to be taken with due diligence that are required for the construction of each improvement financed wholly or partly from the proceeds of obligations issued hereunder, and for the final and valid levy of special assessments and the appropriation of any other funds needed to pay the obligations and interest thereon when due.

Subd. 2. **Types of obligations permitted.** The council may by resolution adopted prior to the sale of obligations pledge the full faith, credit, and taxing power of the municipality for the payment of the principal and interest. Such obligations shall be called improvement bonds and the council shall pay the principal and interest out of any fund of the municipality when the amount credited to the specified fund is insufficient for the purpose and shall each year levy a sufficient amount to take care of accumulated or anticipated deficiencies, which levy shall not be subject to any statutory or charter tax limitation. Obligations for the payment of which the full faith and credit of the municipality is not pledged shall be called assessment revenue notes or, in the case of bonds for fire protection, revenue bonds and shall contain a promise to pay solely out of the proper special fund or funds pledged to their payment. It shall be the duty of the municipal treasurer to pay maturing principal and interest on warrants or revenue bonds out of funds on hand in the proper funds and not otherwise.

Subd. 3. **Method of issuance.** All obligations shall be issued in accordance with the provisions of chapter 475, except as provided in this subdivision.

An election shall be required for bonds if less than 20 percent of the cost of the improvement to the municipality is to be assessed against benefited property.

If the full faith, credit, and taxing power of the municipality is not pledged and the bonds are issued to finance a fire protection system, a public sale shall not be required and the obligations may

(1) mature at any time or times within 30 years from date of issue; or 40 years or the useful life of the asset, whichever is less, for municipal water and wastewater treatment systems and essential community facilities financed or guaranteed by the United States Department of Agriculture;

(2) mature in the amount or amounts;

(3) be sold at a price equal to the percentage of their par value, plus accrued interest; and

(4) bear interest at the rate or rates,

as agreed by the purchaser and the municipality, notwithstanding any limitation of interest rate or cost or of the amounts of annual maturities contained in any other law.

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The maturities shall be such as in the opinion of the council are warranted by the anticipated collections of assessments and ad valorem levies for the municipality's share of the cost; except that the council may in its discretion issue and sell temporary improvement bonds maturing and subject to further conditions as set forth in subdivision 5. All obligations shall state upon their face the purpose of the issue and the fund from which they are payable. The amount of any obligations issued hereunder shall not be included in determining the net indebtedness of any municipality under the provisions of any law limiting such indebtedness.

Subd. 4. **Funds.** The proceeds from the sale of each issue of obligations and from collections of special assessments levied and other moneys appropriated for each improvement to be financed wholly or partly from such proceeds shall be credited to a separate construction fund which shall be used solely to defray expenses of such improvements and payment of principal and interest due upon the obligations prior to completion and payment of all costs of the improvements so financed. Any balance of the proceeds of bonds remaining therein may be used to pay the cost, in whole or in part, of any other improvement instituted pursuant to this chapter. A separate account shall be maintained in the construction fund to record expenditures for each improvement, and when the total cost thereof has been paid all subsequent collections of special assessments levied for the improvement shall be credited and paid into the debt service fund for the obligations issued to finance the improvement, as provided in section 475.61. Any taxes levied for improvements financed by an issue of obligations shall be credited directly to the debt service fund.

Subd. 5. **Temporary improvement bonds.** In anticipation of the issuance of improvement bonds, the council may by resolution issue and sell temporary improvement bonds maturing within not more than three years from their date of issue to pay any part or all of the cost of one or more improvements. To the extent that the principal of and interest on the temporary improvement bonds cannot be paid when due from receipts of special assessments, taxes, or other funds appropriated for the purpose, they shall be paid from the proceeds of improvement bonds or additional temporary improvement bonds which the council shall offer for sale in advance of their maturity but the indebtedness funded by an issue of temporary improvement bonds shall not be extended by the issue of additional temporary improvement bonds for more than six years from the date of the first issue. The holders of any temporary improvement bonds shall have and may enforce, by mandamus or other appropriate proceedings, all rights respecting the levy and collection of sufficient special assessments and taxes to pay the cost of the improvements financed by them which are granted by law to holders of improvement bonds, except the right to require the levies to be collected prior to the maturity of the temporary improvement bonds. If any temporary improvement bonds are not paid in full at maturity, the holders may require the issuance in exchange for them, at par, of new temporary improvement bonds maturing within one year from their date of issue (but not subject to any other maturity limitation), and bearing interest at the maximum rate permitted by law.

Subd. 6. **Investment of other municipal funds.** Funds of a municipality may be invested in its temporary improvement bonds in accordance with the provisions of section 118A.04, and may be purchased upon their initial issue, but shall be purchased only from funds which the council determines will not be required for other purposes before the maturity date, and shall be resold before maturity only in case of emergency. If purchased from a debt service fund securing other bonds, the holders of those bonds may enforce the municipality's obligations on the temporary improvement bonds in the same manner as if they held the temporary improvement bonds.

Subd. 7. **General obligation temporary improvement bonds.** The council may by resolution adopted prior to the sale of any temporary improvement bonds pledge the full faith, credit, and taxing power of the municipality for the payment of the principal and interest, in addition to all provisions made for their security in subdivision 5. In this event the bonds shall be designated as general obligation temporary improvement

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bonds, and the council shall levy taxes for their payment in accordance with section 475.61. Proceeds of improvement bonds or temporary improvement bonds not yet sold may be treated as pledged revenues, in reduction of the tax otherwise required by section 475.61 to be levied prior to delivery of the obligations.

Subd. 7a. **Revolving fund bonds.** The council may by resolution establish a revolving fund for the payment of the costs of any improvement or any waterworks systems, sewer systems, or storm sewer systems described in section 444.075, the costs of facilities to maintain streets and water, sewer, and storm sewer systems and for the payment of any obligations issued to pay the costs of the facilities and systems referred to in this subdivision or to refund obligations issued for those purposes. The council may create within the revolving fund a separate construction account into which the municipality may deposit the proceeds of any obligations payable from the fund, the proceeds of any special assessments collected with respect to any improvement, any net revenues of a waterworks, sewer system, or storm sewer system described in section 444.075 or any other available funds of the municipality appropriated to it. Amounts on deposit in the construction account may be used to pay the costs of any improvement or any waterworks, sewer system, or storm sewer system described in section 444.075 or any street or water, sewer, or storm sewer maintenance facilities. No funds may be expended for an improvement unless at least 20 percent of the costs of each such improvement is to be assessed against benefited property. No funds may be expended for a waterworks, sewer system, or storm sewer system, other than a sewer system described in section 115.46, or maintenance facilities unless the council estimates that the costs will be recovered from the net revenues of the system or any combined waterworks, sewer systems, or storm sewer systems operated by the municipality. The council may also create a separate debt service account within the revolving fund for the payment of principal of and interest on any obligations payable therefrom. Notwithstanding subdivision 4, the council is not required to pledge any particular assessments or other revenues to the payment of the obligations. Collections of special assessments or net revenues may be deposited in either the construction account or the debt service account as the council or an officer designated by the council may determine, having due regard for anticipated collections of special assessments and net revenues from improvements or waterworks, sewer systems, or storm sewer systems financed in whole or in part from the construction account, and taxes levied for the payment of the obligations. The council may issue obligations that are payable primarily from the debt service account for the purpose of providing funds to defray in whole or in part any expenses incurred or estimated to be incurred in making the improvement or improvements or in constructing the waterworks, sewer system, or storm sewer system, including every item of cost of the kinds authorized by section 475.65, and street and water, sewer, and storm sewer maintenance facilities or to refund obligations previously issued under this section or section 115.46 or 444.075. The obligations may be general obligations to which the full faith and credit of the municipality are pledged. If the special assessments to be levied and net revenues estimated to be available for their payment are estimated to be at least 20 percent of the principal amount of the obligations, the obligations may be issued without an election and shall not be included in determining the net indebtedness of the municipality under the provisions of any law limiting net indebtedness. The cost of a maintenance facility that may be financed under this subdivision is limited only to the portion of the facility that is fairly allocable to the maintenance of streets and water, sewer, and storm sewer systems.

Subd. 8. **Application; limitations under federal tax law.** Sections 474A.01 to 474A.21 apply to any issuance of obligations under this section which are subject to limitation under a federal tax law as defined in section 474A.02, subdivision 8.

History: *1953 c 398 s 9; 1955 c 811 s 3-5; 1957 c 385 s 1; 1965 c 877 s 5; 1976 c 324 s 19-21; 1981 c 171 s 1-4; 1984 c 548 s 6; 1984 c 582 s 5,6,23; 1984 c 591 s 4,5; 1984 c 633 s 4; 1Sp1985 c 14 art 8 s 63; 1986 c 465 art 1 s 3; 1987 c 344 s 4,5; 1992 c 545 art 2 s 4; 1996 c 297 s 1; 1996 c 399 art 2 s 12; 2000 c 260 s 57; 2001 c 214 s 11*

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429.10 [Repealed, 1953 c 398 s 13]

429.101 UNPAID SPECIAL CHARGES MAY BE SPECIAL ASSESSMENTS.

Subdivision 1. **Ordinances.** (a) In addition to any other method authorized by law or charter, the governing body of any municipality may provide for the collection of unpaid special charges as a special assessment against the property benefited for all or any part of the cost of:

(1) snow, ice, or rubbish removal from sidewalks;

(2) weed elimination from streets or private property;

(3) removal or elimination of public health or safety hazards from private property, excluding any structure included under the provisions of sections 463.15 to 463.26;

(4) installation or repair of water service lines, street sprinkling or other dust treatment of streets;

(5) the trimming and care of trees and the removal of unsound trees from any street;

(6) the treatment and removal of insect infested or diseased trees on private property, the repair of sidewalks and alleys;

(7) the operation of a street lighting system;

(8) the operation and maintenance of a fire protection or a pedestrian skyway system;

(9) inspections relating to a municipal housing maintenance code violation;

(10) the recovery of any disbursements under section 504B.445, subdivision 4, clause (5), including disbursements for payment of utility bills and other services, even if provided by a third party, necessary to remedy violations as described in section 504B.445, subdivision 4, clause (2); or

(11) [Repealed, 2004 c 275 s 5]

(12) the recovery of delinquent vacant building registration fees under a municipal program designed to identify and register vacant buildings.

(b) The council may by ordinance adopt regulations consistent with this section to make this authority effective, including, at the option of the council, provisions for placing primary responsibility upon the property owner or occupant to do the work personally (except in the case of street sprinkling or other dust treatment, alley repair, tree trimming, care, and removal, or the operation of a street lighting system) upon notice before the work is undertaken, and for collection from the property owner or other person served of the charges when due before unpaid charges are made a special assessment.

(c) A home rule charter city, statutory city, county, or town operating an energy improvements financing program under section 216C.436 or 216C.437 has the authority granted to a municipality under paragraph (a) with respect to energy improvements financed under that section.

Subd. 2. **Procedure for assessment.** Any special assessment levied under subdivision 1 shall be payable in a single installment, or by up to ten equal annual installments as the council may provide, except that a special assessment made under an energy improvements financing program under subdivision 1, paragraph (c), may be repayable in up to 20 equal installments. With these exceptions, sections 429.061, 429.071, and 429.081 shall apply to assessments made under this section.

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Subd. 3. **Issuance of obligations.** (a) After a contract for any of the work enumerated in subdivision 1 has been let, or the work commenced, the council may issue obligations to defray the expense of any such work financed in whole or in part by special charges and assessments imposed upon benefited property under this section.

(b) Section 429.091 shall apply to such obligations with the following modifications:

(1) such obligations shall be payable not more than two years from the date of issuance;

(2) the amount of such obligations issued at one time in a municipality shall not exceed the cost of such work during the ensuing six months as estimated by the council;

(3) a separate improvement fund shall be set up for each of the enumerated services referred to in subdivision 1 and financed under this section.

(c) Proceeds of special charges as well as special assessments and taxes shall be credited to such improvement fund.

History: *1953 c 398 s 10; 1955 c 811 s 6; 1963 c 771 s 5; 1965 c 323 s 2; 1973 c 337 s 1; 1974 c 340 s 1,2; 1984 c 548 s 7; 1984 c 582 s 7; 1984 c 591 s 6; 1984 c 633 s 5; 1986 c 444; 1Sp2003 c 21 art 11 s 29; 2004 c 275 s 2; 2008 c 366 art 6 s 42; 2010 c 216 s 22; 2013 c 85 art 8 s 6; 2018 c 155 s 36*

429.11 [Repealed, 1953 c 398 s 13]

429.111 CHARTER PROVISIONS, EFFECT.

Any city operating under a home rule charter may proceed either under this chapter or under its charter in making an improvement unless a home rule charter or amendment adopted after April 17, 1953, provides for making such improvement under this chapter or under the charter exclusively.

History: *1953 c 398 s 11; 1955 c 811 s 7; 1976 c 44 s 39*

429.12 [Repealed, 1953 c 398 s 13]

429.13 [Repealed, 1953 c 398 s 13]

429.14 [Repealed, 1953 c 398 s 13]

429.15 [Repealed, 1953 c 398 s 13]

429.16 [Repealed, 1953 c 398 s 13]

429.17 [Repealed, 1953 c 398 s 13]

429.18 [Repealed, 1953 c 398 s 13]

429.185 [Repealed, 1949 c 314 s 3]

429.19 [Renumbered 429.035]

429.20 [Renumbered 429.036]

429.21 [Repealed, 1953 c 398 s 13]

429.22 [Repealed, 1953 c 398 s 13]

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429.23 [Repealed, 1953 c 398 s 13]

429.24 [Repealed, 1953 c 398 s 13]

429.25 [Repealed, 1953 c 398 s 13]

429.27 [Repealed, 1953 c 398 s 13]

429.28 [Repealed, 1953 c 398 s 13]

429.29 [Repealed, 1953 c 398 s 13]

429.30 [Renumbered 435.36, subdivision 1]

429.31 [Renumbered 435.36, subd 2]

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CHAPTER 8. - PUBLIC IMPROVEMENTS AND SPECIAL ASSESSMENTS

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

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

(Ord. of 1-25-1993)

Sec. 8.2. - Application of Charter.

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

(Ord. of 1-25-1993)

Sec. 8.3. - Assessments for services.

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

(Ord. of 1-25-1993)

Sec. 8.4. - Local improvement procedure.

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

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

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

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

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

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

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

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

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

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

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

Sec. 8.5. - Computation of time.

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

(Ord. of 1-25-1993)

Sec. 8.6. - Sewer and water projects.

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

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

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

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

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

SPECIAL ASSESSMENTS POLICY AND PROCEDURES FOR PUBLIC IMPROVEMENTS AND MAINTENANCE COSTS

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

SECTION 1. GENERAL POLICY STATEMENT.

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

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

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

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

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

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

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

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

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

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

SECTION 3. INITIATION OF PUBLIC IMPROVEMENT PROJECTS.

Public improvement projects can be initiated in the following ways.

1. Public improvement projects may be initiated by petition of owners of not less than 50% in frontage of the property abutting the proposed improvement in accordance with the provisions of Section 8.4.2 of the City Charter.

2. Public improvements also may be initiated by the City Council when, in its judgment, such action is required and is in accordance with the provisions of Chapter 8 of the City Charter.

3. A resolution ordering any improvements initiated by the Council requires a four-fifths majority vote of all members of the Council. A resolution ordering any improvements petitioned for by owners of not less than 50% of abutting property owners requires a majority vote of all members of the Council. A resolution ordering any improvements initiated by all owners of abutting property, and assessing the entire cost against their property, may be adopted without a public hearing. The Council may consider the request of a Developer to construct the improvements and assess them.

SECTION 4. PUBLIC IMPROVEMENT PROCEDURE.

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

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

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

SECTION 5. FINANCING OF PUBLIC IMPROVEMENTS.

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

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

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

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

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

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

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

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

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

SECTION 7. METHODS OF ASSESSMENT.

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

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

A. "Adjusted Front Footage" Method of Assessment.

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

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

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

2. *Odd Shaped Lots.* For odd shaped lots such as exist on cul-de-sacs and curved streets where there is more than 2 feet of difference between the front and rear lot lines, and where the lots frontage is greater than its depth, the "odd shaped lot" method of determining the adjusted front footage shall be used. The adjusted front footage shall be computed by dividing the area of the lot by 12,000 square feet to determine the equivalent number of front footage units in the parcel. The number of units multiplied by 65 feet will give the adjusted front footage.

3. *Corner Lot Adjustment.* For street and trail assessments, the short side will be assessed the actual front footage. The long side will be assessed one-half the actual side footage. Sanitary sewer and watermain will only be assessed on the short side of a corner lot.

4. *Zonal Assessment.* When the street along the long side of a corner lot is improved, the cost shall be assessed equally to all lots within ½ block in each direction of the street improved. This method may be selected rather than the "corner lot adjustment".

5. *Double Fronting Lots.* When a lot has frontage on two streets, the lot is subject to assessments for improvements to both streets, consistent with this policy, regardless of the timing of the improvements.

B. "Area" Method of Assessment.

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

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

C. "Per Lot" Method of Assessment.

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

SECTION 8. STANDARDS FOR PUBLIC IMPROVEMENT PROJECTS.

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

A. Surface Improvements

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

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

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

B. Sub-Surface Improvements

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

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

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

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

C. Subgrade Improvements

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

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

SECTION 9. POLICIES OF REASSESSMENT.

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

Policy Statement

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

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

SECTION 10. ASSESSMENT COMPUTATIONS.

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

A. Street and Curb and Gutter Improvements

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

B. Sidewalks and Trails

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

C. Storm Sewer Improvements

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

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

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

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

D. Sanitary Sewer Assessments

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

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

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

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

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

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

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

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

E. Watermain Assessments

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

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

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

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

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

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

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

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

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

F. Street Boulevard Trees

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

G. Street Lights

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

H. Other Improvements

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

SECTION 11. DEFERMENT OF SPECIAL ASSESSMENTS.

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

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

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

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

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

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

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

*Original Adoption: 12/9/14 by Resolution #14-12-250
*Amended: 1/13/15 by Resolution #15-01-016 – *Section 6 - #4 Interest to reflect interest rate on bonded projects*

2015 through 2019

Five-Year Street Reconstruction Overlay Plan for the

City of Ramsey, Minnesota

March 10, 2015

Prepared by:

Ehlers & Associates, Inc.
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City of Ramsey, MN

Five-Year Street Reconstruction and Overlay Plan

2015 through 2019

I. INTRODUCTION

In 2002, the Minnesota State Legislature passed into law a bill which generally exempts city bonds issued under a street reconstruction program from the referendum requirements usually required for bonding expenditures. In 2013 the Legislature amended the law to allow bituminous overlays to be included in the street reconstruction program.

II. PURPOSE

Street reconstruction or bituminous overlay is a major expenditure of city funds for the reconstruction or overlay of streets. Street reconstruction and bituminous overlay may include utility replacement and relocation and other incidental costs, turn lanes and other improvements having a substantial public safety function, realignments, other modifications to intersect with state and county roads, and the local share of state and county road projects. Except in the case of turn lanes, safety improvements, realignments, intersection modifications, and local share of state and county road projects, street reconstruction does not include the portion of project costs allocable to widening a street or adding curbs and gutters where none previously existed. A Street Reconstruction and Overlay Plan (SROP) is a document designed to anticipate street reconstruction and overlay expenditures and schedule them over a five-year period so that they may be purchased in the most efficient and cost effective method possible. A SROP allows the matching of expenditures with anticipated income. As potential expenditures are reviewed, the city considers the benefits, costs, alternatives and impact on operating expenditures.

The City of Ramsey, Minnesota (the "City") believes the street reconstruction and overlay process is an important element of responsible fiscal management. Major capital expenditures can be anticipated and coordinated so as to minimize potentially adverse financial impacts caused by the timing and magnitude of capital outlays. This coordination of capital expenditures is important to the City in achieving its goals of adequate physical assets and sound fiscal management. In these financially difficult times good planning is essential for the wise use of limited financial resources.

The Street Reconstruction and Overlay Plan is designed to be updated on an annual basis. In this manner, it becomes an ongoing fiscal planning tool that continually anticipates future capital expenditures and funding sources.

III. THE STREET RECONSTRUCTION AND OVERLAY PLANNING PROCESS

The street reconstruction and overlay planning process is as follows; the City Council authorizes the preparation of the SROP. The City staff is instructed to assemble the capital expenditures to be undertaken within the next five years. The City Council then reviews the expenditures according to their priority, fiscal impact, and available funding. From this information, a preliminary street reconstruction and overlay plan is prepared. A public hearing is held to solicit input from citizens and other governmental units. Changes are made based on that input, and a final project list is established.

The City Council then prepares a plan based on the available funding sources. If general obligation bonding is necessary, the City works with its financial advisor to prepare a bond sale and repayment schedule. Over the life of the SROP, once the funding, including proceeds from the bond sales becomes available, the individual capital expenditures can be made.

In subsequent years, the process is repeated as expenditures are completed as new needs arise. Street reconstruction planning looks five years into the future.

For a city to use its authority to finance expenditures under Chapter 475.58, Subdivision 3b, it must meet the requirements provided therein. Specifically, the city council must approve the sale of street reconstruction bonds by a unanimous vote of its membership present. In addition, it must hold a public hearing for public input. Notice of such hearing must be published in the official newspaper of the city at least 10, but not more than 28 days prior to the date of the public hearing. The city council approves the SROP unanimously following the public hearing.

Although a referendum is not required, a reverse referendum is allowable. If a petition bearing the signatures of at least 5 percent of the votes cast in the last general election requesting a vote on the issuance of bonds is received by the municipal clerk within 30 days after the public hearing, a referendum vote on the issuance of the bonds shall be called (if a vote is taken and the referendum passes, the taxes would be levied on market value rather than tax capacity).

IV. PROJECT SUMMARY

The expenditures to be undertaken with this Street Reconstruction and Overlay Plan (SROP) are limited to those listed in Appendix A. All other foreseeable capital expenditures within the City government will come through other means. The following expenditures have been submitted for inclusion in this SROP:

2015 Expenditures

- Garnet Street & 168th Avenue Reconstruction and overlay of streets in Hy-10 Ramsey, Northfork Highlands, Northfork Oaks, Northfork Point, Pondvale Estates, Pondvale Estates 2nd and Rolling Green.

2016 Expenditures

- Andrie Street and 164th Lane reconstruction and overlay of streets in AEC, Woodland Green and Sunwood Drive.

2017 Expenditures

- Reconstruction of Alpine Drive and overlay of streets in Rivers Bend.

2018 Expenditures

- Reconstruction of streets in Stanhope Terrace and North Forty and overlay of streets in Woodland Green, North Forty 2nd, Forth Forty 3rd, Northfork Oaks, Northfork, Northfork 2nd, Northfork 3rd and Northfork Itasca Shores.

2019 Expenditures

- Reconstruction of streets in Ford Brook Estates and overlay of streets in Brookview Estates, Meadow View, Flintwood Hills, Wood Pond Hills and Chestnut Ridge.

V. FINANCING THE STREET RECONSTRUCTION PLAN

The total amount of requested expenditures under the Street Reconstruction and Overlay Plan is approximately $9 million. If these expenditures are to be funded, that amount of money is anticipated to be generated through the tax levy and the sale of approximately $10,000,000 in bonds over the five-year period.

In the financing of the Street Reconstruction Plan, one statutory limitation applies. Under Chapter 475, with few exceptions, cities cannot incur debt in excess of 3% of the assessor's estimated market value for the city. In the City the pay 2014 EMV is $1,795,975,400. Therefore, the total amount of outstanding debt cannot exceed $53,879,262. As of February 10, 2015 the City had $20,050,000 subject to the legal debt limit.

Under the Street Reconstruction Plan, the City will secure $1,775,000 in general obligation bonds in the year 2015 to finance Garnet Street & 168th Avenue reconstruction and overlay of streets in Hy-10 Ramsey, Northfork Highlands, Northfork Oaks, Northfork Point, Pondvale Estates, Pondvale Estates 2nd and Rolling Green. In the year 2016, general obligation bonds in the amount of $2,865,000 will be secured for the Andrie Street and 164th Lane reconstruction and overlay of streets in AEC, Woodland Green and Sunwood Drive. In 2017, general obligation bonds in the amount of $995,000 will be used to finance reconstruction of Alpine Drive and overlay of streets in Rivers Bend. In 2018, general obligation bonds in the amount of $2,435,000 will be used to finance reconstruction of streets in Stanhope Terrace and North Forty and overlay of streets in Woodland Green, North Forty 2nd, Forth Forty 3rd, Northfork Oaks, Northfork, Northfork 2nd, Northfork 3rd and Northfork Itasca Shores. Finally in the year 2019, $1,440,000 in general obligation bonds will be secured for the financing of reconstruction of streets in Ford Brook Estates and overlay of streets in Brookview Estates, Meadow View, Flintwood Hills, Wood Pond Hills and Chestnut Ridge. All five general obligation bond issues will be repaid over a 10 - year period. The only exception is the road reconstruction portion of the 2016 bonds will be repaid over a 15-year period due to the size of the project (approximately $2.325 million). The par amount of each issue is based on the amounts listed in Appendix A plus estimated issuance costs. The proposed general obligation street reconstruction bonds (including issuance costs) are shown in Appendix B.

Continuation of the Street Reconstruction and Overlay Plan

This Street Reconstruction and Overlay Plan should be reviewed annually by the City Council using the process outlined in this Plan. It should review proposed expenditures, make priority decisions, and seek funding for those expenditures it deems necessary for the City. If deemed appropriate, the Council should prepare an update to this Plan.

APPENDIX A

PROJECT COSTS

(Capital Expenditures to be funded with Bond Proceeds)

The 2015 capital expenditure of approximately $1,680,100 for the City's portion of reconstruction of Garnet Street & 168th Avenue and overlay of streets in Hy-10 Ramsey, Northfork Highlands, Northfork Oaks, Northfork Point, Pondvale Estates, Pondvale Estates 2nd and Rolling Green is to be funded with $1,775,000 in bond proceeds.

Total Issue Sources And Uses

Dated 05/01/2015 | Delivered 05/01/2015

	Street Reconstruction	Overlay	Issue Summary
Sources Of Funds			
Par Amount of Bonds	$1,095,000.00	$680,000.00	$1,775,000.00
Total Sources	**$1,095,000.00**	**$680,000.00**	**$1,775,000.00**
Uses Of Funds			
Total Underwriter's Discount (1.200%)	13,140.00	8,160.00	21,300.00
Costs of Issuance	24,059.15	14,940.85	39,000.00
Deposit to Capitalized Interest (CIF) Fund	19,857.50	12,333.75	32,191.25
Deposit to Project Construction Fund	1,036,000.00	644,100.00	1,680,100.00
Rounding Amount	1,943.35	465.40	2,408.75
Total Uses	**$1,095,000.00**	**$680,000.00**	**$1,775,000.00**

PROJECT COSTS

The 2016 capital expenditure of approximately $2,719,710 for the City's portion of Andrie Street and 164th Lane reconstruction and overlay of streets in AEC, Woodland Green and Sunwood Drive is to be funded with $2,865,000 in bond proceeds.

Total Issue Sources And Uses

Dated 05/01/2016 | Delivered 05/01/2016

	Street Reconstruction	Overlay	Issue Summary
Sources Of Funds			
Par Amount of Bonds	$2,325,000.00	$540,000.00	$2,865,000.00
Total Sources	**$2,325,000.00**	**$540,000.00**	**$2,865,000.00**
Uses Of Funds			
Total Underwriter's Discount (1.200%)	27,900.00	6,480.00	34,380.00
Costs of Issuance	35,706.80	8,293.20	44,000.00
Deposit to Capitalized Interest (CIF) Fund	52,715.00	9,820.42	62,535.42
Deposit to Project Construction Fund	2,205,105.00	514,605.00	2,719,710.00
Rounding Amount	3,573.20	801.38	4,374.58
Total Uses	**$2,325,000.00**	**$540,000.00**	**$2,865,000.00**

PROJECT COSTS

The 2017 capital expenditure of approximately $919,065 for the reconstruction of Alpine Drive and overlay of streets in Rivers Bend is to be funded with $995,000 in bond proceeds.

Total Issue Sources And Uses

Dated 05/01/2017 | Delivered 05/01/2017

	Street Reconstruction	Overlay	Issue Summary
Sources Of Funds			
Par Amount of Bonds	$810,000.00	$185,000.00	$995,000.00
Total Sources	**$810,000.00**	**$185,000.00**	**$995,000.00**
Uses Of Funds			
Total Underwriter's Discount (1.500%)	12,150.00	2,775.00	14,925.00
Costs of Issuance	32,562.82	7,437.18	40,000.00
Deposit to Capitalized Interest (CIF) Fund	14,695.42	3,396.25	18,091.67
Deposit to Project Construction Fund	747,180.00	171,885.00	919,065.00
Rounding Amount	3,411.76	(493.43)	2,918.33
Total Uses	**$810,000.00**	**$185,000.00**	**$995,000.00**

PROJECT COSTS

The 2018 capital expenditure of approximately $2,316,050 for the reconstruction of streets in Stanhope Terrace and North Forty and overlay of streets in Woodland Green, North Forty 2nd, Forth Forty 3rd, Northfork Oaks, Northfork, Northfork 2nd, Northfork 3rd and Northfork Itasca Shores is to be funded with $2,435,000 in bond proceeds.

Total Issue Sources And Uses

Dated 05/01/2018 | Delivered 05/01/2018

	Street Reconstruction	Overlay	Issue Summary
Sources Of Funds			
Par Amount of Bonds	$1,565,000.00	$870,000.00	$2,435,000.00
Total Sources	**$1,565,000.00**	**$870,000.00**	**$2,435,000.00**
Uses Of Funds			
Total Underwriter's Discount (1.200%)	18,780.00	10,440.00	29,220.00
Costs of Issuance	28,279.26	15,720.74	44,000.00
Deposit to Capitalized Interest (CIF) Fund	28,426.67	15,805.83	44,232.50
Deposit to Project Construction Fund	1,486,980.00	829,070.00	2,316,050.00
Rounding Amount	2,534.07	(1,036.57)	1,497.50
Total Uses	**$1,565,000.00**	**$870,000.00**	**$2,435,000.00**

PROJECT COSTS

The 2019 capital expenditure of approximately $1,353,990 for the reconstruction of streets in Ford Brook Estates and overlay of streets in Brookview Estates, Meadow View, Flintwood Hills, Wood Pond Hills and Chestnut Ridge is to be funded with $1,440,000 in bond proceeds.

Total Issue Sources And Uses

Dated 05/01/2019 | Delivered 05/01/2019

	Street Reconstruction	Overlay	Issue Summary
Sources Of Funds			
Par Amount of Bonds	$725,000.00	$715,000.00	$1,440,000.00
Total Sources	**$725,000.00**	**$715,000.00**	**$1,440,000.00**
Uses Of Funds			
Total Underwriter's Discount (1.200%)	8,700.00	8,580.00	17,280.00
Costs of Issuance	19,131.95	18,868.05	38,000.00
Deposit to Capitalized Interest (CIF) Fund	13,102.92	12,943.13	26,046.05
Deposit to Project Construction Fund	680,570.00	673,420.00	1,353,990.00
Rounding Amount	3,495.13	1,188.82	4,683.95
Total Uses	**$725,000.00**	**$715,000.00**	**$1,440,000.00**

APPENDIX B

PROPOSED 2015 SROP BOND ISSUE

City of Ramsey, Minnesota

$1,775,000 General Obligation Bonds, Series 2015
Issue Summary

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	CIF	Net New D/S	105% of Total
12/01/2015	-	-	17,333.75	17,333.75	(17,333.75)	-	-
12/01/2016	180,000.00	0.850%	29,715.00	209,715.00	(14,857.50)	194,857.50	204,600.38
12/01/2017	170,000.00	1.050%	28,185.00	198,185.00	-	198,185.00	208,094.25
12/01/2018	170,000.00	1.250%	26,400.00	196,400.00	-	196,400.00	206,220.00
12/01/2019	170,000.00	1.400%	24,275.00	194,275.00	-	194,275.00	203,988.75
12/01/2020	170,000.00	1.650%	21,895.00	191,895.00	-	191,895.00	201,489.75
12/01/2021	175,000.00	1.750%	19,090.00	194,090.00	-	194,090.00	203,794.50
12/01/2022	180,000.00	1.900%	16,027.50	196,027.50	-	196,027.50	205,828.88
12/01/2023	185,000.00	2.050%	12,607.50	197,607.50	-	197,607.50	207,487.88
12/01/2024	185,000.00	2.300%	8,815.00	193,815.00	-	193,815.00	203,505.75
12/01/2025	190,000.00	2.400%	4,560.00	194,560.00	-	194,560.00	204,288.00
Total	**$1,775,000.00**	**-**	**$208,903.75**	**$1,983,903.75**	**(32,191.25)**	**$1,951,712.50**	**$2,049,298.13**

PROPOSED 2016 SROP BOND ISSUE

City of Ramsey, Minnesota

$2,865,000 General Obligation Bonds, Series 2016
Issue Summary

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	CIF	Net New D/S	105% of Total
12/01/2016	-	-	33,672.92	33,672.92	(33,672.92)	-	-
12/01/2017	215,000.00	0.850%	57,725.00	272,725.00	(28,862.50)	243,862.50	256,055.63
12/01/2018	185,000.00	1.050%	55,897.50	240,897.50	-	240,897.50	252,942.38
12/01/2019	190,000.00	1.250%	53,955.00	243,955.00	-	243,955.00	256,152.75
12/01/2020	190,000.00	1.400%	51,580.00	241,580.00	-	241,580.00	253,659.00
12/01/2021	200,000.00	1.650%	48,920.00	248,920.00	-	248,920.00	261,366.00
12/01/2022	200,000.00	1.750%	45,620.00	245,620.00	-	245,620.00	257,901.00
12/01/2023	205,000.00	1.900%	42,120.00	247,120.00	-	247,120.00	259,476.00
12/01/2024	205,000.00	2.050%	38,225.00	243,225.00	-	243,225.00	255,386.25
12/01/2025	210,000.00	2.300%	34,022.50	244,022.50	-	244,022.50	256,223.63
12/01/2026	215,000.00	2.400%	29,192.50	244,192.50	-	244,192.50	256,402.13
12/01/2027	160,000.00	2.550%	24,032.50	184,032.50	-	184,032.50	193,234.13
12/01/2028	165,000.00	2.700%	19,952.50	184,952.50	-	184,952.50	194,200.13
12/01/2029	170,000.00	2.850%	15,497.50	185,497.50	-	185,497.50	194,772.38
12/01/2030	175,000.00	2.950%	10,652.50	185,652.50	-	185,652.50	194,935.13
12/01/2031	180,000.00	3.050%	5,490.00	185,490.00	-	185,490.00	194,764.50
Total	**$2,865,000.00**	**-**	**$566,555.42**	**$3,431,555.42**	**(62,535.42)**	**$3,369,020.00**	**$3,537,471.00**

PROPOSED 2017 SROP BOND ISSUE

City of Ramsey, Minnesota

$995,000 General Obligation Bonds, Series 2017
Issue Summary

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	CIF	Net New D/S	105% of Total
12/01/2017	-	-	9,741.67	9,741.67	(9,741.67)	-	-
12/01/2018	100,000.00	0.850%	16,700.00	116,700.00	(8,350.00)	108,350.00	113,767.50
12/01/2019	90,000.00	1.050%	15,850.00	105,850.00	-	105,850.00	111,142.50
12/01/2020	95,000.00	1.250%	14,905.00	109,905.00	-	109,905.00	115,400.25
12/01/2021	95,000.00	1.400%	13,717.50	108,717.50	-	108,717.50	114,153.38
12/01/2022	100,000.00	1.650%	12,387.50	112,387.50	-	112,387.50	118,006.88
12/01/2023	100,000.00	1.750%	10,737.50	110,737.50	-	110,737.50	116,274.38
12/01/2024	100,000.00	1.900%	8,987.50	108,987.50	-	108,987.50	114,436.88
12/01/2025	105,000.00	2.050%	7,087.50	112,087.50	-	112,087.50	117,691.88
12/01/2026	105,000.00	2.300%	4,935.00	109,935.00	-	109,935.00	115,431.75
12/01/2027	105,000.00	2.400%	2,520.00	107,520.00	-	107,520.00	112,896.00
Total	**$995,000.00**	**-**	**$117,569.17**	**$1,112,569.17**	**(18,091.67)**	**$1,094,477.50**	**$1,149,201.38**

PROPOSED 2018 SROP BOND ISSUE

City of Ramsey, Minnesota

$2,435,000 General Obligation Bonds, Series 2018
Issue Summary

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	CIF	Net New D/S	105% of Total
12/01/2018	-	-	23,817.50	23,817.50	(23,817.50)	-	-
12/01/2019	250,000.00	0.850%	40,830.00	290,830.00	(20,415.00)	270,415.00	283,935.75
12/01/2020	225,000.00	1.050%	38,705.00	263,705.00	-	263,705.00	276,890.25
12/01/2021	230,000.00	1.250%	36,342.50	266,342.50	-	266,342.50	279,659.63
12/01/2022	235,000.00	1.400%	33,467.50	268,467.50	-	268,467.50	281,890.88
12/01/2023	235,000.00	1.650%	30,177.50	265,177.50	-	265,177.50	278,436.38
12/01/2024	240,000.00	1.750%	26,300.00	266,300.00	-	266,300.00	279,615.00
12/01/2025	250,000.00	1.900%	22,100.00	272,100.00	-	272,100.00	285,705.00
12/01/2026	250,000.00	2.050%	17,350.00	267,350.00	-	267,350.00	280,717.50
12/01/2027	255,000.00	2.300%	12,225.00	267,225.00	-	267,225.00	280,586.25
12/01/2028	265,000.00	2.400%	6,360.00	271,360.00	-	271,360.00	284,928.00
Total	**$2,435,000.00**	**-**	**$287,675.00**	**$2,722,675.00**	**(44,232.50)**	**$2,678,442.50**	**$2,812,364.63**

PROPOSED 2019 SROP BOND ISSUE

City of Ramsey, Minnesota

$1,440,000 General Obligation Bonds, Series 2019
Issue Summary

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	CIF	Net New D/S	105% of Total
12/01/2019	-	-	14,024.80	14,024.80	(14,024.80)	-	-
12/01/2020	150,000.00	0.850%	24,042.50	174,042.50	(12,021.25)	162,021.25	170,122.31
12/01/2021	135,000.00	1.050%	22,767.50	157,767.50	-	157,767.50	165,655.88
12/01/2022	140,000.00	1.250%	21,350.00	161,350.00	-	161,350.00	169,417.50
12/01/2023	140,000.00	1.400%	19,600.00	159,600.00	-	159,600.00	167,580.00
12/01/2024	140,000.00	1.650%	17,640.00	157,640.00	-	157,640.00	165,522.00
12/01/2025	140,000.00	1.750%	15,330.00	155,330.00	-	155,330.00	163,096.50
12/01/2026	145,000.00	1.900%	12,880.00	157,880.00	-	157,880.00	165,774.00
12/01/2027	150,000.00	2.050%	10,125.00	160,125.00	-	160,125.00	168,131.25
12/01/2028	150,000.00	2.300%	7,050.00	157,050.00	-	157,050.00	164,902.50
12/01/2029	150,000.00	2.400%	3,600.00	153,600.00	-	153,600.00	161,280.00
Total	**$1,440,000.00**	-	**$168,409.80**	**$1,608,409.80**	**(26,046.05)**	**$1,582,363.75**	**$1,661,481.94**

APPENDIX C

Pre-Sale Schedule dated March 10, 2015
5-Year City Street Reconstruction Plan Bond Issuance
City of Ramsey, Minnesota

The City Council must take the following actions before Bonds can be issued:

- City Council directs preparation of a 5-Year Street Reconstruction Plan.
- City Council conducts a Public Hearing on issuance of Bonds and Street Reconstruction Plan.
- City Council approves Bonds and Street Reconstruction Plan by unanimous vote.

The table below lists the steps in the issuing process:

February 10, 2015:	City Council adopts Resolution calling for Public Hearing on issuance of Bonds and on Street Reconstruction Plan.
February 16, 2105:	Close date to get Notice of Public Hearing on issuance of Bonds and on Street Reconstruction Plan to official newspaper for publication.
February 20, 2015:	Publish Notice of Public Hearing on issuance of Bonds and on Street Reconstruction Plan (publication no more than 28 days and no less than 10 days prior to hearing date).
March 10, 2015:	City Council holds Public Hearing at 7:00 p.m. on Bonds and on Street Reconstruction Plan and adopts Resolution giving preliminary approval for their issuance and approving Street Reconstruction Plan by unanimous vote of its membership present.
March 10, 2015:	City Council provides for sale of Bonds.
April 9, 2015:	Reverse referendum period ends (within 30 days of the public hearing).
April 14, 2015:	City Council accepts offer for Bonds and adopts Resolution-Approving sale of Bonds.
May 7, 2014:	Tentative closing/receipt of funds.

Net Debt Limit	
Assessor's Estimated Market Value	1,795,975,400
Multiply by 3%	0.03
Statutory Debt Limit	53,879,262
Less: Debt Paid Solely from Taxes	(20,050,000)
Unused Debt Limit	33,829,262

FEASIBILITY REPORT

WOOD POND HILLS & CHESTNUT RIDGE STREET RECONSTRUCTIONS

CITY IMPROVEMENT PROJECT NO. 19-03

October 18, 2018

Prepared By:

City of Ramsey
Engineering Department
7550 Sunwood Drive NW
Ramsey, MN 55303
763-433-9839
763-433-9848 (Fax)

October 18, 2018

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

Re: Feasibility Report - City of Ramsey Improvement Project #19-03
Wood Pond Hills & Chestnut Ridge Street Reconstructions

Dear Mayor and City Council Members:

Transmitted herewith is a Feasibility Report for the proposed Wood Pond Hills & Chestnut Ridge Street Reconstructions project including; 146th Avenue from Nowthen Boulevard to Junkite Street, Helium Street from Sunwood Drive to 146th Avenue, and Krypton Street from Sunwood Drive to its termini cul-de-sac. The report examines the feasibility of reconstructing the bituminous street section and completing other appurtenant improvements.

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

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

Sincerely,
City of Ramsey

Bruce Westby, PE
City Engineer

Enclosure

C: Kurt Ulrich, City Administrator
Leonard Linton, Civil Engineer IV

CERTIFICATION

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

Bruce Westby, PE

Date: October 18, 2018 License No. 40116

I hereby certify that this plan, specification or report was reviewed for Quality Control and Quality Assurance purposes and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.

Leonard Linton, PE

Date: October 18, 2018 License No. 21112

TITLE SHEET
LETTER OF TRANSMITTAL
CERTIFICATION SHEET
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Figure 1 – Project Scope
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Opinion of Probable Costs
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Street Segment Summary
Ground Penetrating Radar Summary
Geotechnical Report (NTI)

1. EXECUTIVE SUMMARY

City Improvement Project No. 19-03 proposes to reconstruct streets within the Wood Pond Hills and Chestnut Ridge neighborhoods including 146th Avenue, Helium Street, and Krypton Street. The streets total approximately 3,310 linear feet (0.63 miles) in length. A map showing the location and scope of the proposed improvements is included as ***Figure 1*** in ***Appendix A***.

The streets were constructed between 1992 and 1994 with bituminous pavement, surmountable concrete curb and gutter, and concrete storm sewer. The streets were constructed to a width of 30-feet from face-of-curb to face-of-curb, and are centered within a 60-foot wide right-of-way.

The existing bituminous pavement section ranges from 1.6 to 5.0 inches thick, with a median thickness of 2.5-inches. This was determined from Ground Penetrating Radar (GPR) analysis performed by Braun Intertec in 2017, as well as from field observations and record plan documents. Copies of Braun Intertec's GPR results are attached in ***Appendix C***. The pavement section was built on generally poorly graded sand with silt subgrade material generally considered usable for pavement support with proper conditioning.

City staff evaluates and rates the condition of pavement sections on all City streets on an annual basis using the Pavement Surface Evaluation and Rating (PASER) system. In the summer of 2018, the pavement sections of the above referenced street segments were rated with a PASER rating of 2, with the exception of the south half of Krypton Street receiving a rating of 4. Ratings of 4 and below indicate these streets require complete reconstruction. City Staff patch the streets at least once per year, particularly before winter so the streets can be plowed without further damaging the pavement in the process. Pictures of the streets are located in ***Appendix A***.

Proposed improvements include removing and replacing all damaged concrete curb and gutter sections, and reconstructing the existing bituminous pavement section using the Full Depth Reclamation (FDR) process. This process would involve reclaiming the entire existing bituminous pavement section, along with the existing aggregate base. This reclaim material would then be spread over the reshaped and compacted subgrade between the curb and gutter, then the top 3 ½ -inches of reclaim material would be removed and hauled off site, after which 3 ½ -inches of new bituminous pavement would be installed over the remaining compacted reclaim material. This would result in a 7-ton pavement design, which is standard for residential streets.

Existing sanitary sewer and watermain infrastructure are in good condition. The existing storm sewer system is also in good condition with only minor work being proposed.

The engineer's opinion of probable costs for completing the proposed improvements outlined in this report is $372,236.52. Estimated costs include 5-percent contingency costs plus 23-percent indirect costs for administrative, engineering, finance and legal costs. A summary of the engineer's opinion of probably costs is included in ***Appendix B***.

A total of 59 assessable parcels have been identified. Staff recommends applying 25-percent of the eligible project costs equally across the 59 assessable properties using the "per lot" assessment

method. Eligible project costs include everything except subgrade correction costs. This results in a proposed preliminary assessment rate of $1,303.70 per assessable parcel.

Staff recommends ordering a special benefit consultation report for this project to verify the proposed assessment amount will not exceed the benefit to the properties. If the report concludes the benefit to the properties is less than the proposed preliminary assessment rate, Staff will then propose to lower the assessment rate accordingly during the Assessment Hearing, which is scheduled for October 8, 2019. If the report verifies the assessment rate as proposed is justified, Staff will propose to adopt the final assessment roll using the rate as preliminarily proposed.

Ten (10) soil borings were completed by Northern Technologies (NTI) to assist with the preparation of this report. Pavement design recommendations were offered by NTI, and Staff considered and incorporated NTI's recommendations to varying degrees while preparing this report. Ground Penetrating Radar (GPR) was conducted on street segments within the project. The GPR identifies existing bituminous pavement and aggregate base thicknesses, and is used to help Staff determine the appropriate treatment. Copies of Braun Intertec's GPR results and NTI's Geotechnical Exploration Report are attached in ***Appendix C***.

This improvement project, which is listed in the City's current 10-year Capital Improvement Plan, is proposed to be funded using a combination of special assessments to benefiting properties, street reconstruction bond proceeds, and storm sewer funds.

Staff has not yet discussed the proposed improvements with local property owners. However, Staff has scheduled a neighborhood information meeting for November 7, 2018 for the purpose of explaining the proposed improvements and assessments in more detail, and to gather public input on the project, including any information which should be explored in more detail during development of plans and specifications. Staff will incorporate comments and present this information to Council during the Public Hearing on November 13, 2018.

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

2. INTRODUCTION

2.1 Authorization

The preparation of this report was authorized by the Ramsey City Council on August 28, 2018. This project has been designated as City Improvement Project No. 19-03.

2.2 Program Overview

In support of the City's long-term Street Maintenance Program, the existing bituminous pavement section will be reconstructed. Damaged concrete curb and gutter will be replaced and minor storm sewer repairs will be made. Other appurtenant work will be completed as outlined in this report.

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

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

In the summer of 2018, City Staff evaluated and rated the condition of the pavement along the Wood Pond Hills and Chestnut Ridge street segments. A PASER rating of 2 was assigned to 146th Avenue, Helium Street, and the northern half of Krypton Street. A PASER rating of 4 was assigned to the southern half of Krypton Street, including its termini cul-de-sac.

2.3 Scope

City of Ramsey Improvement project 19-03 proposes to reconstruct the existing bituminous pavement, to remove and replace damaged concrete curb and gutter sections, and to complete other appurtenant work on three street segments within the Wood Pond Hills and Chestnut Ridge residential neighborhood including; 146th Avenue between Nowthen Boulevard and Junkite Street, Helium Street between Sunwood Drive and 146th Avenue, and Krypton Street from Sunwood Drive to its termini cul-de-sc. These street segments total approximately 3,310 lineal feet (0.63 miles) in length.

The existing bituminous pavement is proposed to be reconstructed using the Full Depth Reclamation (FDR) process. This involves reclaiming the bituminous pavement section between the existing concrete curb and gutter sections, along with the existing aggregate base, then hauling and disposing of any excess reclaim material off site, spreading and compacting the remaining reclaim material on top of the reshaped and compacted subgrade, then placing 3 ½ -inches of new

bituminous pavement on top of the compacted reclaim material. The resulting pavement design would meet current City design standards for residential pavement sections.

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

3. EXISTING CONDITIONS

3.1 Existing Pavement, Soil, and Traffic Conditions

The streets proposed to be improved were constructed between 1992 and 1994 with approximately 2.5-inches of bituminous pavement, 4-inches of aggregate base, and surmountable concrete curb and gutter. The streets were all constructed to a width of 30-feet from face-of-curb to face-of-curb, and are all centered within a 60-foot wide right-of-way.

Pavement maintenance treatments applied to the street segments included crack seal and seal coat improvements in 1998 and 2005. Spot patching has been performed on an as-needed basis, and has been a yearly treatment recently. In 2018, Staff assigned a PASER rating of 2 on all the street segments with the exception of the southern half of Krypton Street, which received a rating of 4.

In September of 2018, City Staff recorded a traffic volume of 551 average annual daily traffic (AADT) on 146th Avenue west of Nowthen Boulevard, 284 AADT on 146th Avenue east of Junkite Street, 129 AADT on Helium Street south of Sunwood Drive, and 205 AADT on Krypton Street south of Sunwood Drive. The existing speed limit is 30 mph for these street segments.

Northern Technologies, LLC (NTI) was employed to complete a Geotechnical Exploration and Engineering Review for this project, which included ten (10) soil borings spaced evenly along 146th Avenue, Helium Street, and Krypton Street. The locations of the borings are shown in the Soil Boring Location Map in the Appendix of NTI's report, attached in ***Appendix C***.

The soil borings provide information on existing bituminous pavement and aggregate base course thicknesses, subgrade soil conditions, existing ground water elevations, and potential issues, which may be encountered during construction. All borings terminated at a nominal depth of 10 feet below the existing ground surface. There was groundwater observed in 1 of 10 borings at an elevation of approximately 854.50, 7 feet below existing ground. Based on the work proposed and the lack of groundwater at a depth of 10 feet below the existing ground surface on 9 of 10 borings, groundwater is not anticipated to be encountered during work completed with this proposed projects.

The soil borings generally indicate the existing bituminous pavement thickness ranges between 4 to 5 inches, and aggregate base thickness is 6 inches. The subgrade generally consists of poorly graded sand with silt. This poorly graded sand with silt layer was found below the existing aggregate base and generally extends to the bottom of the borings (10 feet).

Braun Intertec was employed to complete a ground penetrating radar (GPR) analysis for the project area, which included driving the GPR equipped vehicle throughout all street segments within the project area. A summary table and charts of the GPR Analysis are attached in ***Appendix C***. The GPR data determined a median bituminous pavement thickness of 2.5-inches, and a median aggregate base thickness of 4.1-inches. The median street pavement and base section thickness was 6.5-inches, with a minimum section of 3.6-inches located on Helium Street, 403 feet south of Sunwood Drive. GPR data was unable to be obtained for 146th Avenue.

3.2 Watermain

Watermain was installed under all street segments in Wood Pond Hills and Chestnut Ridge. Staff believes the existing watermain is in good condition, and that no repairs will be required prior to reconstructing the pavement. However, if plans and specifications are ordered for the proposed improvements, Staff proposes to hire a leak detection expert to ensure there are no detectable leaks. If leaks are detected, repairs would be made under a separate contract before work commences on this project. Leak detection testing is estimated to cost $1,000.

3.3 Sanitary Sewer

Sanitary sewer was installed under each of the street segments in Wood Pond Hills and Chestnut Ridge. Staff believes the existing sanitary sewer is in good condition, and that no repairs will be required prior to reconstructing the pavement. However, if plans and specifications are ordered for the proposed improvements, Staff proposes to hire a firm to televise the sewer to ensure the pipes are not deformed, cracked, or broken, and that all joints are sealed. If any issues are detected, repairs would be made under a separate contract before work commences on this project. Sewer televising for this project is estimated to cost $4,500.

3.4 Storm Sewer / Drainage

Storm sewer was installed under all street segments in Wood Pond Hills and Chestnut Ridge. Staff believes the existing storm sewer is in good condition, and that no repairs will be required prior to reconstructing the pavement. There are no plans to modify the storm sewer due to no increase in impervious area with this project. If plans and specifications are ordered for the proposed improvements, Staff proposes to hire a firm to televise the storm sewer to ensure the pipes are not deformed, cracked, or broken, and that all joints are sealed. If any issues are detected, repairs would be added to this project. Storm sewer televising for this project is estimated to cost $1,000.

3.5 Streets

3.5.1 Existing Typical Sections

The pavement width of 146th Avenue, Helium Street, and Krypton Street is 30-feet from face-of-curb to face-of-curb. The cul-de-sac on Krypton Street is 90-feet in diameter. The streets are generally centered within a 60-foot wide City-owned right-of-way, with a 120-foot wide right-of-way around the cul-de-sac on Krypton Street.

3.5.2 Maintenance History

146th Avenue was originally constructed in 1992 and 1993, Helium Street was originally constructed in 1992, and Krypton Street was originally constructed in 1992 and 1994. All street segments received crack seal and seal coat improvements in 1998 and 2005.

3.6 Land Use

Properties in the Wood Pond Hills and Chestnut Ridge neighborhoods are zoned single family residential.

4. PROPOSED IMPROVEMENTS

4.1 Street and Stormwater Improvements

The street segments within the Wood Pond Hills and Chestnut Ridge neighborhood proposed to be reconstructed include 146th Avenue between Nowthen Boulevard and Junkite Street, Helium Street between Sunwood Drive and 146th Avenue, and Krypton Street from Sunwood Drive to its southern termini cul-de-sac.

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

4.1.1 Street Improvements

The streets in Wood Pond Hills and Chestnut Ridge are proposed to be reconstructed to match their existing width of 30-feet. All damaged surmountable concrete curb and gutter is proposed to be removed and replaced in kind. A typical section for the proposed pavement street reconstruction improvements is shown in ***Figure 2*** in ***Appendix A***.

The proposed reconstructed bituminous pavement design is designed to accommodate a 7-ton design in accordance with the City of Ramsey's design standards. City Staff is proposing a pavement section design of 1 ½ -inches bituminous wear course, 2-inches bituminous base course, over 4-inches of existing aggregate base material after reshaping and compacting the base.

The proposed pavement design should result in a minimum pavement life of 30 years, assuming that proactive, regular pavement maintenance treatments are performed during the life of the pavement. While a 60-year design life would typically be targeted for a reconstructed street, this project is not proposing a full street reconstruction due to the good condition of the majority of the existing 26-year old curb and gutter. Therefore, only the bituminous pavement is proposed to be reconstructed at this time as it may make sense to replace the pavement section at the same time the rest of the existing curb and gutter is replaced, which may be 30 or more years in the future.

4.1.2 Storm Sewer Improvements

The existing storm sewer is in good condition and is not proposed to be improved. The only proposed storm sewer improvements include resetting catch basin castings and grouting the catch basins. No stormwater quality treatment improvements are required for this project since the street is proposed to be reconstructed at its current width.

4.1.3 Geotechnical Considerations

Northern Technologies LLC (NTI) completed a Geotechnical Exploration and Engineering Review including ten (10) soil borings, generally evenly spaced along 146th Avenue, Helium Street, and Krypton Street. The locations of the borings are shown in the Boring

Location Map in the Appendix of NTI's report, attached in ***Appendix C***. NTI recommends stripping of the existing pavement and aggregate base course immediately prior to subgrade preparation and base aggregate installation to minimize weather induced instability of the silty subgrade soils which will be moisture-sensitive. Prior to installing the aggregate base, the existing subgrade should be scarified and re-compacted to a depth of at least 12 inches. A proof roll test should then be performed to determine soft or unstable subgrade areas. If rutting or localized unstable subgrade areas are observed, those areas should be sub cut, moisture-conditioned, and re-compacted or removed to a stable depth. Assuming AADT volumes of 600, and an estimated R-value of 30, NTI recommends a pavement section of 4 to 6 inches of aggregate base class 5 or class 6, and 4-inches of bituminous pavement. City Staff is in close agreement and proposes completing a full-depth reclamation of the existing pavement by placing 4-inches of aggregate base class 5 or reclaim material, and 3.5-inches of new bituminous pavement. 1 of 10 soil borings indicated a layer of clayey sand below the aggregate base, City Staff will be particularly observant of this area during the reclamation and proof rolling process, as it may require additional subgrade corrections.

The proposed improvements should have a service life of approximately 60-years, assuming maintenance such as overlays, crack sealing and seal coating is routinely performed.

4.1.4 Other Considerations

Driveways:
Existing driveway aprons may need to be reconstructed to varying degrees. The limits of construction will vary with each driveway apron based on the elevation of the street abutting the driveway and the driveway pavement type. During design, Staff will evaluate the construction limits for each driveway and will incorporate this into the plans, but as with all street reconstruction projects, the exact limits of construction will be determined in the field during construction. Right-of-entry forms will be obtained from private property owners where work is required outside City right-of-ways and easements.

Irrigation Systems:
Developed properties along the project corridor may have private irrigation systems. Staff will notify property owners of pending construction as far in advance as practical to allow them time to move their irrigation systems out of harm's way before work begins.

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

Pavement Corings:
Existing pavement thicknesses have been found to be inconsistent throughout the City. It is now standard practice to have City Staff on-site during pavement installation to insure the proper quantities are being placed. As further conformation, Staff is proposing to collect

GPR data or to have pavement corings taken at the conclusion of all reconstruction projects. This is already a requirement on all State Aid projects, and will leave more data on the pavement section for future street maintenance projects.

4.2 Stormwater Treatment

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

4.3 Water Main Improvements

No watermain improvements are proposed with this project.

4.4 Sanitary Sewer Improvements

No sanitary sewer improvements are proposed with this project.

4.5 Construction Method

The existing bituminous pavement section will be reconstructed using the FDR process outlined within this report.

4.6 Private Utilities

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

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

4.7 Permits

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

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

A stormwater permit from the Lower Rum River Watershed Management Organization will not be required with this project as street reconstruction projects are exempt.

4.8 Right-of-Ways / Easements

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

City Staff will obtain required right of entries on a case by case basis.

5. FINANCING

5.1 Opinion of Cost

A detailed opinion of probable costs for the proposed improvements can be found in ***Appendix B*** of this report. The opinion of probable costs incorporates anticipated 2019 construction costs for the proposed improvements with 5-percent contingency costs, plus 23-percent indirect costs for administrative, engineering, financing and legal costs.

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

NTI prepared the Geotechnical Exploration and Engineering Review, included in ***Appendix C***, at a cost of $3,950.00.

5.2 Funding

5.2.1 Assessments

A portion of the project costs is proposed to be recovered through special assessments levied against the 59 identified benefiting properties; 14 along 146th Avenue, 19 along Helium Street, and 26 along Krypton Street. Assessments are proposed to be collected for eligible improvements benefiting residential properties with direct access to the improved segments of Wood Pond Hills and Chestnut Ridge as described below. A preliminary assessment summary is included below in ***Table 1***.

Residential Assessments:
Special assessments are proposed to be levied against residential properties having direct access to improved streets. To be consistent with previous applications of the Special Assessments Policy, each residential property is proposed to be assessed using the "per lot" method.

Each residential property is preliminarily proposed to be assessed at the rate of $1,303.70 per lot. Since State Statute and the City Charter do not allow for assessments to exceed the benefit to the property, Staff requests Council authorization to order a benefit appraisal consultation for this project in accordance with the City's Special Assessment Policy.

The Preliminary Assessment Map and Roll are included in ***Appendix B***.

TABLE 1
Proposed Preliminary Assessments – 146th Avenue, Helium Street, and Krypton Street

STREET SEGMENT	ASSESSMENT PER LOT	No. OF LOTS	TOTAL ASSESSMENTS
146th Avenue	$1,303.70	14	$18,251.80
Helium Street	$1,303.70	19	$24,770.30
Krypton Street	$1,303.70	26	$33,896.20
TOTAL PROJECT ASSESSMENTS			**$76,918.30**

5.2.2 City Contribution

The City contribution to the project would include all funding in excess of the amount collected through special assessments to benefiting properties. No funds have been budgeted for this project. The City's share of eligible project costs related to surface (street) improvements is proposed to come from the previously encumbered 5-year Street Reconstruction and Overlay Program bonds. Stormwater Utility Funds are proposed to pay for all storm sewer improvements.

Table 2 illustrates the proposed project funding based on the design proposed within this report. This funding program assumes construction will occur in 2019.

TABLE 2
Proposed Project Funding

	ASSESSMENTS	CITY FUNDS	TOTAL
Surface	$ 75,673.40	$ 291,590.84	$ 367,264.24
Storm Sewer	$ 1,244.90	$ 3,727.38	$ 4,972.28
TOTAL	$ 76,918.30	$ 295,318.22	$ 372,236.52

Total Project Cost		**$ 372,236.52**
Less Special Assessments	-	$ 76,918.30
Subtotal	=	**$ 295,318.22**
Less City Bonding Funds	-	$ 291,590.84
Subtotal	=	**$ 3,727.38**
Less Stormwater Utility Funds	-	$ 3,727.38
TOTAL Remaining Cost	=	**$ 0**

6. PROJECT SCHEDULE

The proposed project schedule is as follows:

Council Orders Feasibility Report ..... August 28, 2018

Council Accepts Feasibility Report / Orders Public Hearing ..... October 23, 2018

Staff Conducts Neighborhood Information Meeting ..... November 7, 2018

Staff Publishes Notices of Public Hearing ..... October 26, November 2, 2018

Council Conducts Public Hearing / Authorizes Plans and Specifications ..... November 13, 2018

Staff Conducts Private Utility Coordination Meeting ..... December, 2018

Council Approves Plans and Specifications / Authorizes Ad for Bids ..... January 22, 2019

Staff Receives Bids ..... February 20, 2019

Council Awards Contract ..... February 26, 2019

Contractor Begins Construction ..... May, 2019

Contractor Completes Construction ..... August 16, 2019

Council Orders Assessment Hearing ..... September 10, 2019

Council Conducts Assessment Hearing ..... October 8, 2019

7. CONCLUSIONS AND RECOMMENDATIONS

City of Ramsey Improvement Project No. 19-03 proposes to reconstruct the existing bituminous pavement, remove and replace damaged concrete curb and gutter, and complete miscellaneous appurtenant work on the following street segments within the Wood Pond Hills and Chestnut Ridge residential subdivisions:

1. 146th Avenue (approx. 1160 linear feet) – Nowthen Boulevard to Junkite Street.
2. Helium Street (approx. 855 linear feet) – Sunwood Drive to 146th Avenue.
3. Krypton Street (approx. 1300 linear feet) – Sunwood Drive to south cul-de-sac.

It is the recommendation of City Staff that City Project No. 19-03 is feasible, necessary, and cost-effective from an engineering standpoint, and this project would best be constructed as a stand-alone project as proposed herein.

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

1. Reconstruct the existing bituminous pavement using full-depth reclamation process, meeting the City's standard residential pavement section of 4-inches aggregate base class 5 (or reclaim), 2-inches new bituminous base course, and 1 ½- inches new bituminous wear course.

2. Staff recommends excluding private irrigation system work form this project. Instead, Staff will notify property owners of pending construction as far in advance as possible, and instruct them to relocate their irrigation system(s) away from the construction area during construction, then allow replacement in or near the original location after construction is complete.

3. Staff recommends holding a neighborhood information meeting on November 7, 2018 to inform property owners of the proposed improvements and to gather their input prior to competing plans and specifications and requesting Council approval to advertise for bids as outlined in the project schedule.

4. Order an assessment appraisal consultation to ensure special assessments do not exceed the benefit received as a result of the improvements.

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

1. Accept the preliminary residential special assessment rate of $1,303.70 per lot.

2. Authorize an assessment appraisal consultation to ensure all special assessments are commensurate with benefit received from the proposed improvements.

3. Adopt Resolution #18-221 accepting this Feasibility Report and ordering the Public Hearing for November 13, 2018.

APPENDIX A

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


WOOD POND HILLS &
CHESTNUT RIDGE
PROJECT SCOPE
0
300
600
900
SCALE (FEET)
City of
RAMSEY

FIGURE 1

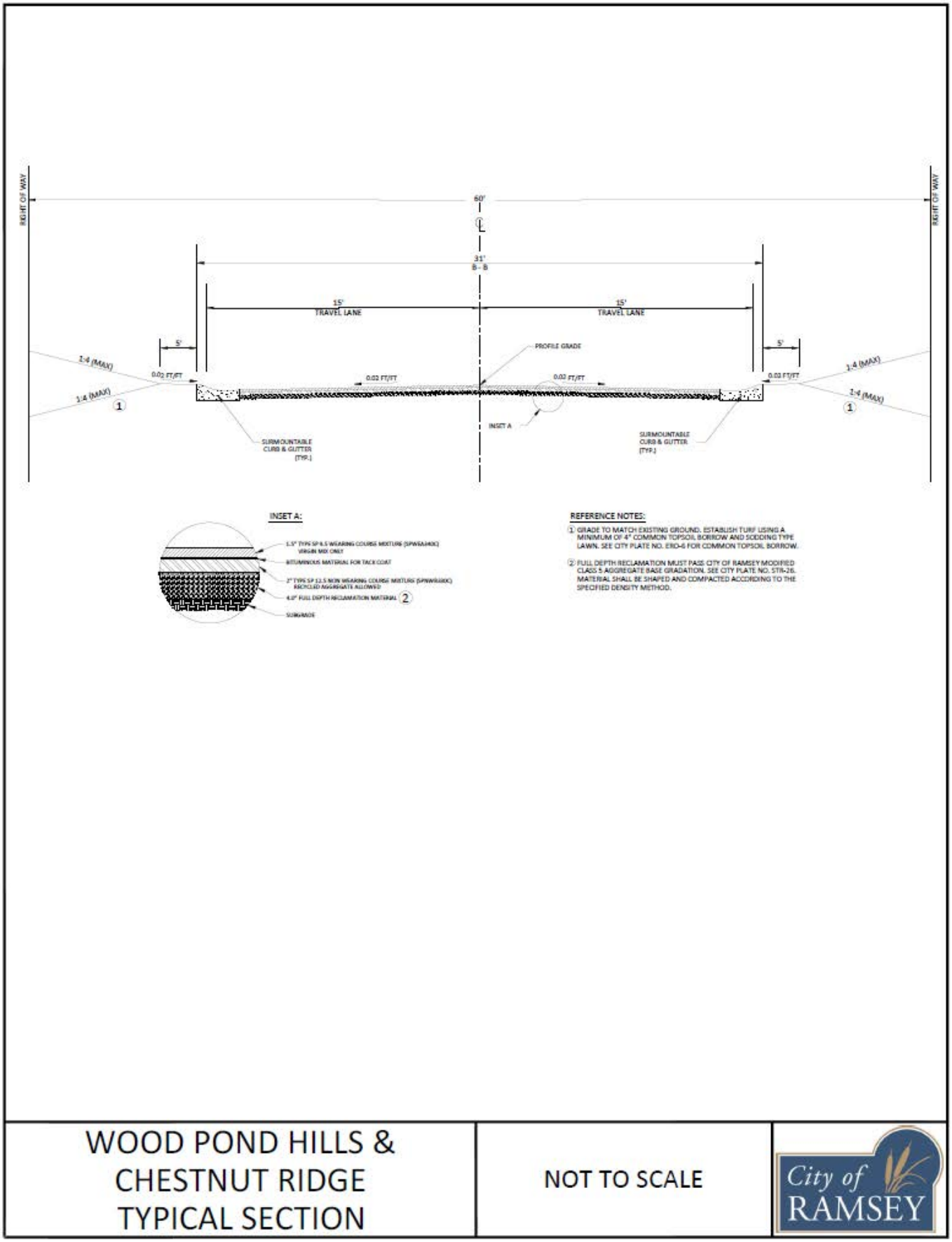

RIGHT OF WAY
60'
℄
31'
B - B
15'
TRAVEL LANE
15'
TRAVEL LANE
5'
5'
PROFILE GRADE
1:4 (MAX)
0.02 FT/FT
0.02 FT/FT
0.02 FT/FT
0.02 FT/FT
1:4 (MAX)
1
1:4 (MAX)
1:4 (MAX)
1
INSET A
SURMOUNTABLE CURB & GUTTER (TYP.)
SURMOUNTABLE CURB & GUTTER (TYP.)
INSET A:
1.5" TYPE SP 9.5 WEARING COURSE MIXTURE (SPWEA340C) VIRGIN MIX ONLY
BITUMINOUS MATERIAL FOR TACK COAT
2" TYPE SP 12.5 NON WEARING COURSE MIXTURE (SPNWB330C) RECYCLED AGGREGATE ALLOWED
4.0" FULL DEPTH RECLAMATION MATERIAL 2
SUBGRADE
REFERENCE NOTES:
1 GRADE TO MATCH EXISTING GROUND. ESTABLISH TURF USING A MINIMUM OF 4" COMMON TOPSOIL BORROW AND SODDING TYPE LAWN. SEE CITY PLATE NO. ERO-6 FOR COMMON TOPSOIL BORROW.
2 FULL DEPTH RECLAMATION MUST PASS CITY OF RAMSEY MODIFIED CLASS 5 AGGREGATE BASE GRADATION. SEE CITY PLATE NO. STR-26. MATERIAL SHALL BE SHAPED AND COMPACTED ACCORDING TO THE SPECIFIED DENSITY METHOD.
WOOD POND HILLS & CHESTNUT RIDGE TYPICAL SECTION
NOT TO SCALE
City of RAMSEY

FIGURE 2

PROJECT SITE PICTURES



Picture 1: Krypton Street from Sunwood Drive



Picture 2: Krypton Street mid-block facing south



Picture 3: Helium Street from Sunwood Drive



Picture 4: Helium Street from 146th Avenue



Picture 5: 146th Avenue from Helium Street, facing west



Picture 5: 146th Avenue valley gutter at Helium Court

APPENDIX B

Opinion of Probable Costs (Preliminary Engineer's Estimate)
Preliminary Assessment Map
Preliminary Assessment Roll

19-03 WOOD POND HILLS & CHESTNUT RIDGE STREET RECONSTRUCTIONS					
Preliminary Engineer's Estimate					
Street Construction					
Item No.	**Description**	**Unit**	**Estimated Quantity**	**Unit Cost**	**Cost Extension**
1	Mobilization	LS	1	$ 9,000.00	$ 9,000.00
2	Remove Concrete Curb and Gutter	LF	750	$ 6.00	$ 4,500.00
3	Remove Concrete Pavement – Driveways	SF	80	$ 3.50	$ 280.00
4	Remove Bituminous Pavement – Driveways	SY	45	$ 8.00	$ 360.00
5	Remove Bituminous Pavement	SY	25	$ 8.00	$ 200.00
6	Remove Concrete Valley Gutter	SY	18	$ 20.00	$ 360.00
7	Sawing Concrete Pavement – Full Depth	LF	200	$ 4.00	$ 800.00
8	Sawing Bituminous Pavement – Full Depth	LF	300	$ 2.50	$ 750.00
9	Common Excavation (EV)	CY	20	$ 32.00	$ 640.00
10	Subgrade Preparation	RDST	33	$ 200.00	$ 6,600.00
11	Subgrade Corrections	LS	1	$ 50,000.00	$ 50,000.00
12	Water	MGAL	50	$ 35.00	$ 1,750.00
13	Bituminous Pavement Reclamation (Full Depth)	SY	10,286	$ 1.50	$ 15,429.00
14	Mill Bituminous Pavement (2' width x 1.5" depth)	SY	60	$ 15.00	$ 900.00
15	Curing Compound for Existing Concrete Curb and Gutter	LF	5,782	$ 1.15	$ 6,649.30
16	Haul and Dispose Bit Pavement Reclamation (LV)	CY	1,200	$ 10.00	$ 12,000.00
17	Bituminous Material for Tack Coat	GAL	720	$ 2.50	$ 1,800.00
18	Type SP 9.5 Wearing Course Mixture (SPWEA340C) (1.5")	TON	849	$ 68.00	$ 57,732.00
19	Type SP 12.5 Non-Wearing Course Mixture (SPNWB330C) (2.0")	TON	1,132	$ 60.00	$ 67,920.00
20	Type SP 9.5 Wearing Course Mixture (SPWEA340C) Driveways (2.0")	TON	5	$ 68.00	$ 340.00
21	Adjust Valve Box	EA	10	$ 250.00	$ 2,500.00
22	Replace Broken Valve Box	EA	5	$ 250.00	$ 1,250.00
23	Adjust Frame and Ring Casting	EA	15	$ 550.00	$ 8,250.00
24	Concrete Curb & Gutter Design Surmountable	LF	650	$ 25.00	$ 16,250.00
25	Concrete Curb & Gutter Design B618	LF	100	$ 25.00	$ 2,500.00
26	6" Concrete Driveway Pavement	SY	9	$ 55.00	$ 495.00
27	7" Concrete Valley Gutter	SY	33	$ 85.00	$ 2,805.00
28	Landscape Restoration	LS	1	$ 1,500.00	$ 1,500.00
29	Traffic Control	LS	1	$ 2,000.00	$ 2,000.00
30	Storm Drain Inlet Protection	EA	13	$ 200.00	$ 2,600.00
31	Common Topsoil Borrow (LV)	CY	23	$ 50.00	$ 1,150.00
32	Sodding Type Lawn	SY	170	$ 18.00	$ 3,060.00
				Total Street Construction Cost	*$ 284,370.30*
				5% Contingency Cost	*$ 14,218.52*
				23% Indirect Cost	*$ 68,675.43*
				Total Street Project Cost	*$ 367,264.24*

Storm Sewer Construction					
Item No.	**Description**	**Unit**	**Estimated Quantity**	**Unit Cost**	**Cost Extension**
1	Grout Catch Basin	EA	11	$ 350.00	$ 3,850.00
				Total Storm Sewer Construction Cost	*$ 3,850.00*
				5% Contingency Cost	*$ 192.50*
				23% Indirect Cost	*$ 929.78*
				Total Storm Sewer Project Cost	*$ 4,972.28*
				Total Estimated Project Cost	**$ 372,236.52**



WOOD POND HILLS & CHESTNUT RIDGE ASSESSABLE PROPERTIES

0 125 250 375

SCALE (FEET)

City of RAMSEY

PRELIMINARY ASSESSMENT ROLL – 19-03 WOOD POND HILLS & CHESTNUT RIDGE STREET RECONSTRUCTIONS							
PID	**NAME / OWNER**	**ADDRESS**	**CITY**	**STATE**	**ZIP**	**ASSESSABLE UNITS**	**PROPOSED ASSESSMENT**
253225220005	PRASKE TERESA	14729 HELIUM ST NW	RAMSEY	MN	55303	1	$ 1,303.70
253225220006	CASEY CHRISTINE	14715 HELIUM ST NW	RAMSEY	MN	55303	1	$ 1,303.70
253225220007	AUSPOS MICHAEL	14701 HELIUM ST NW	RAMSEY	MN	55303	1	$ 1,303.70
253225220008	DZANIC NURIJA	14685 HELIUM ST NW	RAMSEY	MN	55303	1	$ 1,303.70
253225230008	AKENSON ANGELA	14671 HELIUM ST NW	RAMSEY	MN	55303	1	$ 1,303.70
253225230009	SOLEM JAY	14657 HELIUM ST NW	RAMSEY	MN	55303	1	$ 1,303.70
253225230010	POPEJOY JEREMY	14643 HELIUM ST NW	RAMSEY	MN	55303	1	$ 1,303.70
253225230011	WILEY STEVEN	14629 HELIUM ST NW	RAMSEY	MN	55303	1	$ 1,303.70
253225230012	KYLAS LLC	14615 HELIUM ST NW	RAMSEY	MN	55303	1	$ 1,303.70
253225230013	2015-3 IH2 BORROWER LP	14601 HELIUM ST NW	RAMSEY	MN	55303	1	$ 1,303.70
253225230014	MASSA STEVEN	14670 HELIUM ST NW	RAMSEY	MN	55303	1	$ 1,303.70
253225230015	LUSSIER ANGELA	14656 HELIUM ST NW	RAMSEY	MN	55303	1	$ 1,303.70
253225230016	SOLTIS JAY & KONOP KAREN	14642 HELIUM ST NW	RAMSEY	MN	55303	1	$ 1,303.70
253225230017	HUNTER DAVID S & ALENA M	14628 HELIUM ST NW	RAMSEY	MN	55303	1	$ 1,303.70
253225230018	COOLEY STEVEN A	14614 HELIUM ST NW	RAMSEY	MN	55303	1	$ 1,303.70
253225230019	DINWIDDIE JONATHAN	14600 HELIUM ST NW	RAMSEY	MN	55303	1	$ 1,303.70
253225230030	JOHNSON CARTER	5581 146TH AVE NW	RAMSEY	MN	55303	1	$ 1,303.70
253225230031	CAPPS RONNEY L & CAROLANN	5571 146TH AVE NW	RAMSEY	MN	55303	1	$ 1,303.70
253225230054	BAKKEN GRANT	5560 146TH AVE NW	RAMSEY	MN	55303	1	$ 1,303.70
263225110019	HUSPEK JASON	14714 HELIUM ST NW	RAMSEY	MN	55303	1	$ 1,303.70
263225110020	ABUMAYALEH YOUSEF	14700 HELIUM ST NW	RAMSEY	MN	55303	1	$ 1,303.70
263225130021	LI HUISHEN & YING	14602 KRYPTON ST NW	RAMSEY	MN	55303	1	$ 1,303.70
263225130022	HOVAN JOHN J & LINDA F TRUSTEE	14588 KRYPTON ST NW	RAMSEY	MN	55303	1	$ 1,303.70
263225130023	RE0046814 PAUL	14574 KRYPTON ST NW	RAMSEY	MN	55303	1	$ 1,303.70
263225130024	MOBERG JULIE	14560 KRYPTON ST NW	RAMSEY	MN	55303	1	$ 1,303.70
263225130025	SWINNEY ADAM	14546 KRYPTON ST NW	RAMSEY	MN	55303	1	$ 1,303.70
263225130026	THOMAS SCOTT G & LISA M	14532 KRYPTON ST NW	RAMSEY	MN	55303	1	$ 1,303.70
263225130027	RINGOLD JAMES B & JEAN K	14531 KRYPTON ST NW	RAMSEY	MN	55303	1	$ 1,303.70
263225130028	REINERT MICHAEL	14545 KRYPTON ST NW	RAMSEY	MN	55303	1	$ 1,303.70
263225130029	ALTRINGER BARBARA	14559 KRYPTON ST NW	RAMSEY	MN	55303	1	$ 1,303.70
263225130030	JANISCH TODD	14573 KRYPTON ST NW	RAMSEY	MN	55303	1	$ 1,303.70
263225130031	ROBINSON HOLLIE	14587 KRYPTON ST NW	RAMSEY	MN	55303	1	$ 1,303.70
263225140002	HAWKINS JOHN	14684 HELIUM ST NW	RAMSEY	MN	55303	1	$ 1,303.70
263225140003	CANTU RAUL & CAROL J	14671 KRYPTON ST NW	RAMSEY	MN	55303	1	$ 1,303.70
263225140004	HOLST CRISTON K & ANN C	14685 KRYPTON ST NW	RAMSEY	MN	55303	1	$ 1,303.70

PID	NAME / OWNER	ADDRESS	CITY	STATE	ZIP	ASSESSABLE UNITS	PROPOSED ASSESSMENT
263225140005	COUILLARD BRADLEY	14701 KRYPTON ST NW	RAMSEY	MN	55303	1	$ 1,303.70
263225140006	MOLER RICHARD P & CAROL J	14715 KRYPTON ST NW	RAMSEY	MN	55303	1	$ 1,303.70
263225140007	KOSMECKI DAVID	14729 KRYPTON ST NW	RAMSEY	MN	55303	1	$ 1,303.70
263225140008	FREDRICK DAVID J & MICHELLE L	14615 KRYPTON ST NW	RAMSEY	MN	55303	1	$ 1,303.70
263225140009	ONEILL BRETT J & PATRICIA K	14629 KRYPTON ST NW	RAMSEY	MN	55303	1	$ 1,303.70
263225140010	LABONNE JOSEPH T & ANNETTE	14643 KRYPTON ST NW	RAMSEY	MN	55303	1	$ 1,303.70
263225140011	STONE GREGORY A & TINA H	14642 KRYPTON ST NW	RAMSEY	MN	55303	1	$ 1,303.70
263225140012	FRIESE KELLI	14670 KRYPTON ST NW	RAMSEY	MN	55303	1	$ 1,303.70
263225140013	ROBERTS EARL F & MOLLY H	14684 KRYPTON ST NW	RAMSEY	MN	55303	1	$ 1,303.70
263225140014	PRZYBILLA THOMAS U	14700 KRYPTON ST NW	RAMSEY	MN	55303	1	$ 1,303.70
263225140015	SEELEY ANGELA	14714 KRYPTON ST NW	RAMSEY	MN	55303	1	$ 1,303.70
263225140016	RAMSEY CITY OF		RAMSEY	MN	55303	1	$ 1,303.70
263225140048	LANTIS LANE	5681 146TH AVE NW	RAMSEY	MN	55303	1	$ 1,303.70
263225140049	GULINO EMILY	5671 146TH AVE NW	RAMSEY	MN	55303	1	$ 1,303.70
263225140050	OSTENSO KENNETH J & MICHELLE	5651 146TH AVE NW	RAMSEY	MN	55303	1	$ 1,303.70
263225140051	MANSAVAGE ERIN	5641 146TH AVE NW	RAMSEY	MN	55303	1	$ 1,303.70
263225140052	WHITSTONE CHRISTOPHER	5631 146TH AVE NW	RAMSEY	MN	55303	1	$ 1,303.70
263225140053	JACHYMOWSKI BRIAN	5621 146TH AVE NW	RAMSEY	MN	55303	1	$ 1,303.70
263225140054	REEDER CHRISTINA	5601 146TH AVE NW	RAMSEY	MN	55303	1	$ 1,303.70
263225140066	WERDER JONATHAN	14601 KRYPTON ST NW	RAMSEY	MN	55303	1	$ 1,303.70
263225140080	HUTH JEFFREY	5680 146TH AVE NW	RAMSEY	MN	55303	1	$ 1,303.70
263225140081	SCHROECK TRUSTEE JASON & SCHROECK TRUSTEE SARA	5670 146TH AVE NW	RAMSEY	MN	55303	1	$ 1,303.70
263225140082	WOLFF DAVID	5650 146TH AVE NW	RAMSEY	MN	55303	1	$ 1,303.70
263225140086	ERLANDSON MANDY C & BRIAN	5640 146TH AVE NW	RAMSEY	MN	55303	1	$ 1,303.70
TOTALS						**59**	**$ 76,918.30**

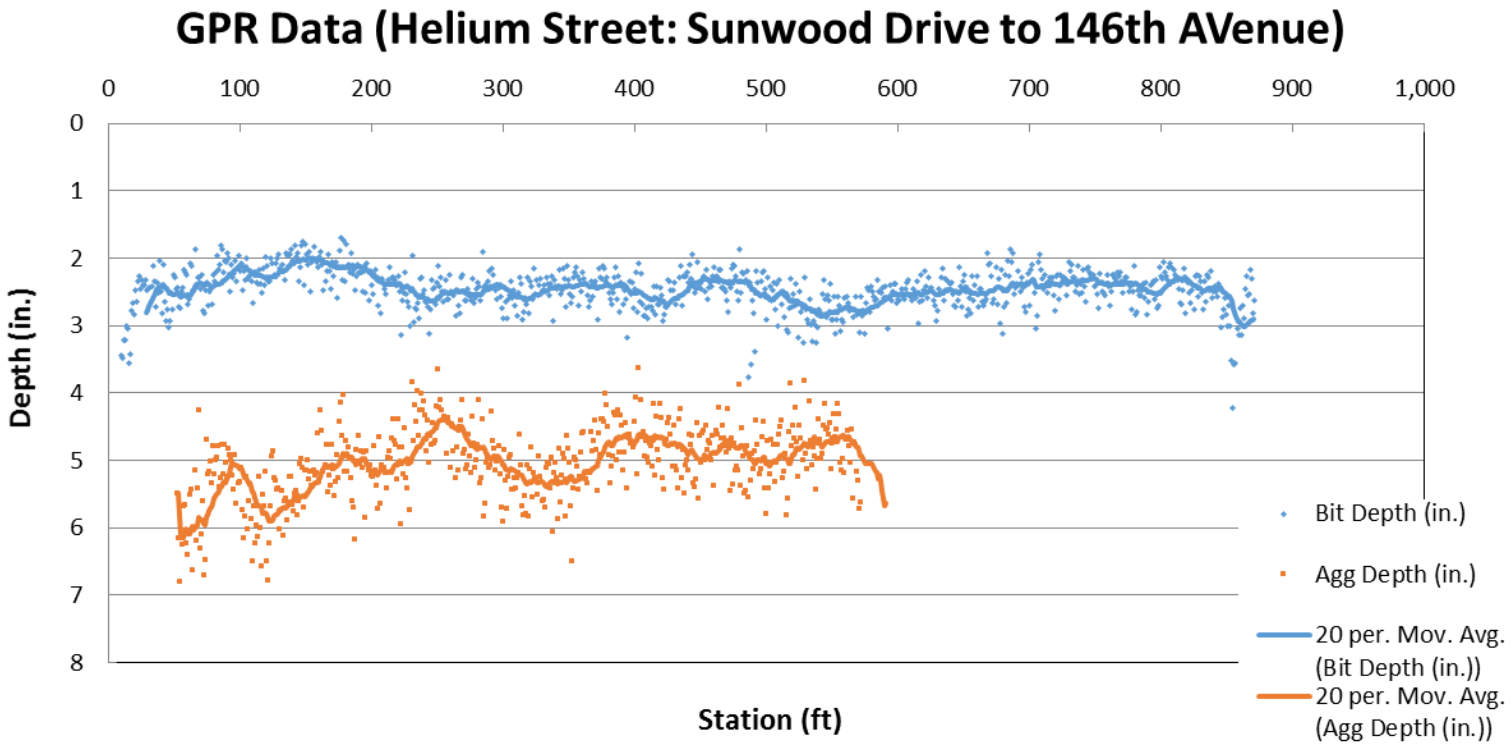
APPENDIX C

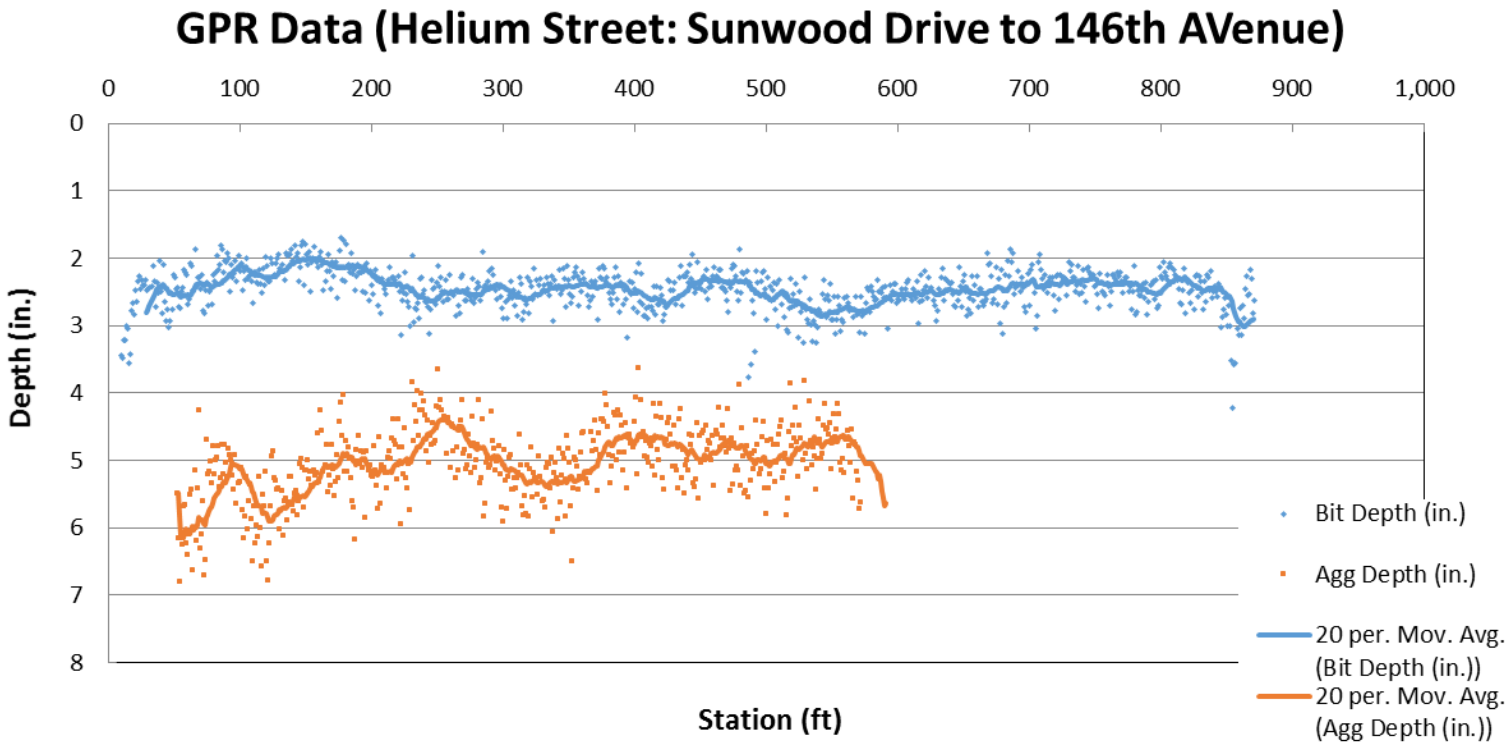
Street Segment Summary
Ground Penetrating Radar (GPR) Results
Geotechnical Exploration and Engineering Review

STREET SEGMENT SUMMARY

Street	Segment Description	Length	Width	Curb	2018 Rating	Year Built	Maint. 1	Maint. 2
146th Avenue	Nowthen Boulevard / Junkite Street	1,158	31	Concrete	4	1992 / 1993	SC 1 1998	SC 2 2005
Helium Street	Sunwood Drive / 146th Avenue	855	31	Concrete	4	1992	SC 1 1998	SC 2 2005
Krypton Street	Sunwood Drive / CDS	1,297	31	Concrete	3 / 5	1992 / 1994	SC 1 1998	SC 2 2005

Wood Pond Hills & Chestnut Ridge Estates GPR Summary										
Project Segment		Pavement			Aggregate			Section		
Street	Segment Description	Min	Max	Med	Min	Max	Med	Med	Min	Location
146th Avenue	CSAH 5 / Junkite Street	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	* GPR Data was not able to be obtained for 146th Ave.
Helium Street	Sunwood Drive / 146th Avenue	1.7	4.2	2.4	1.3	4.4	2.6	5.0	3.6	403 feet south of Sunwood Drive
Krypton Street	Sunwood Drive / CDS	1.6	5.0	2.5	3.8	8.4	5.6	7.8	6.0	1,100 feet south of Sunwood Drive
Project Summary		*1.6*	*5.0*	*2.5*	*1.3*	*8.4*	*4.1*	*6.5*	*3.6*	*Helium Street; 403 feet south of Sunwood Drive.*


GPR Data (Helium Street: Sunwood Drive to 146th AVenue)
0
100
200
300
400
500
600
700
800
900
1,000
0
1
2
3
4
5
6
7
8
Depth (in.)
Station (ft)
Bit Depth (in.)
Agg Depth (in.)
20 per. Mov. Avg. (Bit Depth (in.))
20 per. Mov. Avg. (Agg Depth (in.))


GPR Data (Helium Street: Sunwood Drive to 146th AVenue)
0
100
200
300
400
500
600
700
800
900
1,000
0
1
2
3
4
5
6
7
8
Depth (in.)
Station (ft)
Bit Depth (in.)
Agg Depth (in.)
20 per. Mov. Avg. (Bit Depth (in.))
20 per. Mov. Avg. (Agg Depth (in.))