City of Ramsey
Agenda
Revised
Regular City Council
Tuesday, November 13, 2018
7:00 pm
Council Chambers, 7550 Sunwood Drive NW

1. Call to Order

2. Presentation

3. Citizen Input

4. Consent Agenda

1. Receive Cash and Investments for Period Ending October 31, 2018

2. **This Case was moved to the Regular Agenda to be considered as Case 7.04.**
~~Consider Request to Rezone Property Identified by PID #35-32-25-32-0062 from R-1 Residential (MUSA) to E-1 Employment (Project No. 155); Case of Rocky Mtn Investment LLC~~

2. Consider Request to Rezone Property Identified by PID #35-32-25-32-0062 from R-1 Residential (MUSA) to E-1 Employment (Project No. 155); Case of Rocky Mtn Investment LLC

3. Consider Memorandum of Understanding and Agreement for Federal Equitable Sharing for the Anoka-Hennepin Narcotics and Violent Crimes Task Force (DTF)

4. Approve the Following Meeting Minutes:
1. City Council Work Session dated 10/23/2018
2. City Council Regular dated 10/23/2018

5. Approve Licenses

6. Approval of Tuition Reimbursement

7. Approve the Establishment of a Trail Easement Over the Westerly 20' Feet of 5195 142nd Avenue

8. Approve Request to Declare Surplus Property

9. Adopt Resolution #18-234 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of October 18, 2018 through November 7, 2018

10. Adopt Resolution #18-211 Approving a Conditional Use Permit (CUP) Application for Truck Garant at 6021 Hwy 21 (Project #17-151); Case of Roman Gadaskin

11. Adopt Resolution #18-212 approving a Conditional Use Permit (CUP) Application for Auto Sales and Service at 6021 Hwy 21 (Project #17-151); Case of Roman Gadaskin.

12. Adopt Resolution 18-228 Granting Site Plan Approval for Parkside Village; Case of Centra Homes, LLC

13. Adopt Resolution #18-233 Approving Premise Permit for Anoka Ramsey Athletic Association for Lawful Gambling at Aurelio's Pizza

14. Report from Public Works Committee
The Public Works Committee held its regular meeting on October 16, 2018 and discussed the following items:
1. Consider Recommendation to City Council Supporting Metropolitan Council Study for Northwest Metropolitan Area Regional Surface Water Supply Facility: Ratify the recommendation of the Public Works Committee to pass the review of the resolution allowing the Metropolitan Council to complete a study for a Northwest Metropolitan area regional surface water supply facility to the City Council without a recommendation.

Committee/Staff Input
1. Update on Status of Feasibility Reports for 2019 Reconstruction Projects: Ratify the consensus of the Committee to support the staff recommendation to postpone Improvement Project #18-02 HY-Ramsey, Street Reconstructions.

5. Approve Agenda

6. Public Hearing

1. PUBLIC HEARING: Adopt Resolution #18-229 Approving Feasibility Report and Ordering Plans and Specifications for Improvement Project #19-01, Ford Brook Estates Street Reconstructions

2. PUBLIC HEARING: Adopt Resolution #18-230 Approving Feasibility Report and Ordering Plans and Specifications for Improvement Project #19-02, Brookview Estates Street Reconstructions

3. PUBLIC HEARING: Adopt Resolution #18-231 Approving Feasibility Report and Ordering Plans and Specifications for Improvement Project #19-03, Wood Pond Hills & Chestnut Ridge Street Reconstructions

7. Council Business

1. Adopt Resolution #18-236 Approving Final Plans and Specifications, Authorizing Advertisement for Bids, and Approving Development Agreement for Lazydays RV Expansion.

2. Introduce Ordinance #18-16: 2019 Schedule of Rates, Fees and Charges

3. Receive Update Regarding the 2020 US Census

4. **This Case was moved from Consent 4.02 to be considered on the Regular Agenda as Case 7.04.** Consider Request to Rezone Property Identified by PID #35-32-25-32-0062 from R-1 Residential (MUSA) to E-1 Employment (Project No. 155); Case of Rocky Mtn Investment LLC

8. Mayor/Council/Staff Input

9. Adjournment

CC Regular Session **4. 1.**

Meeting Date: 11/13/2018

By: Diana Lund, Finance

Information

Title

Receive Cash and Investments for Period Ending October 31, 2018

Purpose/Background:

Purpose: Receive reports of the city's cash and investments for the period ending October 31, 2018.

Cash and investment report shows the monthly cash flow - receipts and expenditures through October 31, 2018 with the current listing of the city's investment portfolio.

Action:

No action required. Informational only.

Attachments

Cash & Investments for Period Ending October 31, 2018

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	11/08/2018 09:17 AM
Form Started By: Diana Lund		Started On: 10/24/2018 10:54 AM
Final Approval Date: 11/08/2018		

CITY OF RAMSEY
REPORT OF POOLED CASH FLOWS
Period Ended October 31, 2018

	September-18 CURRENT MONTH	2018 YEAR-TO-DATE
CASH AND TEMPORARY INVESTMENTS		
BEGINNING BALANCE	$ 74,217,317.04	$ 69,531,209.52
CASH INFLOWS:		
Daily Deposit	330,679.17	10,184,628.08
Tax Settlements		6,844,668.18
U/B Receipts	21,018.31	1,724,997.32
Credit Cards (Includes Utility Billing)	154,371.67	2,760,037.02
Interest Earnings [Net of Interest Paid on Investments]	100,681.39	982,658.01
Bond Proceeds		1,161,022.39
TOTAL CASH INFLOW	$ 606,750.54	$ 23,658,011.00
TOTAL CASH AVAILABLE	$ 74,824,067.58	$ 93,189,220.52
CASH OUTFLOWS:		
Prepaid Checks	972,241.53	7,363,581.52
Bills Lists	432,790.43	5,568,597.93
Pay Estimates	-	2,731,988.69
Credit Cards	4,284.63	53,786.29
Payroll - Net	339,854.01	3,483,214.18
Flex Reimbursement	3,299.03	34,649.45
Void Checks/Dormant Checks Paid	(1,894.48)	(102,528.38)
Debt Service	-	981,899.41
Miscellaneous [Bank Charges; etc.]	63.00	602.00
TOTAL CASH OUTFLOW	$ 1,750,638.15	$ 20,115,791.09
POOLED CASH AND TEMPORARY INVESTMENTS ENDING BALANCE	**$ 73,073,429.43**	**$ 73,073,429.43**
MEMO - NET 2018 CASH INFLOW (OUTFLOW)	**(1,143,887.61)**	**3,542,219.91**
INVESTMENT PORTFOLIO SUMMARY		
BEGINNING BALANCE	**$ 67,415,526.06**	**61,031,260.23**
Purchases	1,400,000.00	27,080,000.95
Maturities/Sales	(1,350,071.24)	(20,645,806.36)
ENDING BALANCE	**$ 67,465,454.82**	**$ 67,465,454.82**

Prepared by the City of Ramsey Finance Department
11/2/2018

2018 CASH AND INVESTMENT ACTIVITY

CITY INVEST #	STATED MAT DATE	BROKER	SECURITY DESCRIP	FDIC #	CUSIP	PRIN BAL 1/1/2018	PURCH 2018	SOLD/ MATURE 2018	BV PRIN BAL 12/31/2018	PAR
170202	1/30/2018	4M	Term Series 4M			1,000,000.00		1,000,000.00	0.00	1,000,000.00
171208A	3/29/2018	4M	Term Series 4M		249114	500,000.00		500,000.00	0.00	500,000.00
180130	3/28/2019	4M	Term Series 4M				500,000.00	0.00	500,000.00	500,000.00
181031A	5/30/2019	4M	Term Series 4M				500,000.00	0.00	500,000.00	500,000.00
181031B	10/31/2019	4M	Term Series 4M				500,000.00	0.00	500,000.00	500,000.00
18831C	3/28/2019	4M	Term Series 4M				500,000.00	0.00	500,000.00	500,000.00
180831D	9/26/2019	4M	Term Series 4M				750,000.00	0.00	750,000.00	750,000.00
180510	8/31/2018	4M	Term Series 4M		253392		500,000.00	500,000.00	0.00	500,000.00
180406A	10/31/2018	4M	Term Series 4M		252586		500,000.00	500,000.00	0.00	500,000.00
180406B	1/30/2019	4M	Term Series 4M		252589		1,000,000.00	0.00	1,000,000.00	1,000,000.00
180228	7/30/2018	4M	Term Series 4M				1,000,000.00	1,000,000.00	0.00	500,000.00
180629D	10/31/2018	4M	Term Series 4M				500,000.00	500,000.00	0.00	500,000.00
180629E	1/30/2019	4M	Term Series 4M				500,000.00	0.00	500,000.00	500,000.00
180629F	7/30/2019	4M	Term Series 4M				500,000.00	0.00	500,000.00	500,000.00
180731C	1/30/2019	4M	Term Series 4M				1,000,000.00	0.00	1,000,000.00	1,000,000.00
180731D	7/31/2019	4M	Term Series 4M				1,000,000.00	0.00	1,000,000.00	1,000,000.00
171208B	6/28/2018	4M	Term Series 4M		249104	500,000.00		500,000.00	0.00	500,000.00
171208C	12/10/2018	4M	Term Series 4M		249093	1,000,000.00		0.00	1,000,000.00	1,000,000.00
171109A	2/28/2018	4M	Term Series 4M			500,000.00		500,000.00	0.00	500,000.00
171109B	5/10/2018	4M	Term Series 4M			500,000.00		500,000.00	0.00	500,000.00
170831	8/31/2018	4M	Term Series 4M			750,000.00		750,000.00	0.00	750,000.00
170629A	6/29/2018	4M	Term Series 4M			2,000,000.00		2,000,000.00	0.00	2,000,000.00
170406B	4/13/2018	4M	Term Series 4M			1,000,000.00		1,000,000.00	0.00	1,000,000.00
									7,750,000.00	
150701A	2/1/2020	BAIRD	WINTHROP MN TAX		976367ND0	290,000.00		0.00	290,000.00	290,000
180223	12/30/2019	BAIRD	FNMA		3136G3VS2		500,000.00	0.00	500,000.00	500,000
180703	12/29/2020	BAIRD	FHLMC		3134GSHB4		600,000.00	0.00	600,000.00	600,000
180725C	7/25/2022	BAIRD	FFCB		3133EJVE6		350,000.00	0.00	350,000.00	350,000
160322A	3/22/2021	BAIRD	FNMA		3136H3BT1	250,000.00		0.00	250,000.00	250,000
160322B	1/1/2020	BAIRD	MINNENOTONKA MN ISD 276		604195D20	100,000.00		0.00	100,000.00	100,000
150701B	2/1/2021	BAIRD	WINTHROP MN TAX		976367NE8	305,000.00		0.00	305,000.00	305,000
140904	9/1/2021	BAIRD	OKLAHOMA TAXABLE		678519RP6	535,000.00		0.00	535,000.00	535,000
									2,930,000.00	
160826A	8/27/2018	ICD SEC	CD-ADMIRALS BANK	27015	007220AM8	200,000.00		200,000.00	0.00	200,000
170629B	12/31/2018	ICD SEC	CD-ALLY BANK	57803	02006L3SO	100,000.00		0.00	100,000.00	100,000
171012	10/13/2020	ICD SEC	CD-ALLY BANK	57803	03006L5Z2	74,000.00		0.00	74,000.00	74,000
160728B	7/30/2018	ICD SEC	CD-ALLY BANK	57803	02006LH30	75,000.00		75,000.00	0.00	75,000
170829B	3/1/2019	ICD SEC	CD-AMERICAN EXPRESS	27471	02587DX45	249,000.00		0.00	249,000.00	249,000
170829A	8/29/2019	ICD SEC	CD-AMERICAN EXPRESS	35328	02587CFQ8	249,000.00		0.00	249,000.00	249,000
160930C	4/6/2018	ICD SEC	CD-AMERICAN NATIONA	24472	02771RAQ6	249,000.00		249,000.00	0.00	249,000.00
160930A	4/2/2018	ICD SEC	CD-AMERICAN NATIONA	38812	02771PNK9	157,000.00		157,000.00	0.00	157,000.00
180302	1/2/2020	ICD SEC	CD-AXIOM BANK	31390	05464LAV3		200,000.00	0.00	200,000.00	200,000
170630A	6/29/2018	ICD SEC	CD-BANK BARODA	33681	06062RAU6	98,000.00		98,000.00	0.00	98,000
160615	6/15/2018	ICD SEC	CD-BANK LEUMI USA	19842	063248FQ6	250,000.00		250,000.00	0.00	250,000
170413	4/13/2018	ICD SEC	CD-BANK OF BARODA	33681	06062Q2P8	151,000.00		151,000.00	0.00	151,000
170517	5/17/2018	ICD SEC	CD-BANK OF CHINA	33653	06426WFAS	99,000.00		99,000.00	0.00	99,000
171220B	12/20/2018	ICD SEC	CD-BANK OF CHINA-inter	33653	06426WXH0	150,000.00		0.00	150,000.00	150,000
160826B	8/27/2018	ICD SEC	CD-BANK OF HOPE	26610	062683AB3	249,000.00		249,000.00	0.00	249,000
180215	2/13/2019	ICD SEC	CD-BANK OF INDIA	33648	06279KFK7		200,000.00	0.00	200,000.00	200,000
170125B	1/25/2019	ICD SEC	CD-BANKERS West BANK	23210	06610TDQ5	109,000.00		0.00	109,000.00	200,000
180125	1/25/2019	ICD SEC	CD-BANNER BANK-Int at	28489	06552XFNO		200,000.00	0.00	200,000.00	200,000
170630B	12/28/2018	ICD SEC	CD-BAR HARBOR	11971	066851VR4	249,000.00		0.00	249,000.00	249,000
140716	7/16/2019	ICD SEC	CD-BARCLAYS BANK	57203	0674OKHF7	250,000.00		0.00	250,000.00	250,000
171228C	12/27/2019	ICD SEC	CD-BELL BANK	19581	07815AAT4	249,000.00		0.00	249,000.00	249,000
170714A	1/14/2019	ICD SEC	CD-BMW BANK	35141	05580AJP0	149,000.00		0.00	149,000.00	149,000
161130	11/30/2018	ICD SEC	CD-BMW BANK OF NORT	35141	05580AFN9	100,000.00		0.00	100,000.00	100,000
171229A	12/27/2019	ICD SEC	CD-BRICKELL BANK	21220	10801DAM3	249,000.00		0.00	249,000.00	249,000
160729A	4/30/2018	ICD SEC	CD-BROOKLINE BANK	17798	113730CE6	176,000.00		176,000.00	0.00	176,000
170131	7/31/2019	ICD SEC	CD-CAPE COD	23287	13934CAB3	249,000.00		0.00	249,000.00	200,000
170111	1/11/2019	ICD SEC	CD-CAPITAL ONE BANK	33954	140420S92	148,000.00		0.00	148,000.00	200,000
150715A	7/16/2018	ICD SEC	CD-CAPITAL ONE BANK	04297	14042E4R8	250,000.00		250,000.00	0.00	250,000.00
180216	8/16/2019	ICD SEC	CD-CATHAY BANK	18503	149159LY9		249,000.00	0.00	249,000.00	249,000
170330B	9/30/2019	ICD SEC	CD-CENTRAL FEDERAL S	27910	15347EAE9	249,000.00		0.00	249,000.00	249,000
180329	3/30/2020	ICD SEC	CD-CITIBANK-Semiannual	7213	17312QHS1		249,000.00	0.00	249,000.00	249,000
180117	7/17/2020	ICD SEC	CD-CITIZENS NATIONAL	06531	175144DH4		150,000.00	0.00	150,000.00	150,000
170728C	7/29/2019	ICD SEC	CD-CITIZENS STATE BAN	00419	17669WGF6	249,000.00		0.00	249,000.00	249,000
170331	9/30/2019	ICD SEC	CD-CITIZENS STATE BAN	11778	17668UAP5	103,000.00		0.00	103,000.00	103,000
160826C	2/28/2019	ICD SEC	CD-COMENITY CAP BANI	57570	20033ARR9	249,000.00		0.00	249,000.00	249,000

2018 CASH AND INVESTMENT ACTIVITY

CITY INVEST #	STATED MAT DATE	BROKER	SECURITY DESCRIP	FDIC #	CUSIP	PRIN BAL 1/1/2018	PURCH 2018	SOLD/ MATURE 2018	BV PRIN BAL 12/31/2018	PAR
180725A	7/25/2023	ICD SEC	CD-COMMERCIAL BANK	18584	201282HW3		245,000.00	0.00	245,000.00	245,000.00
170208	8/8/2018	ICD SEC	CD-COMMERCIAL BANK	12246	20146AAC4	101,000.00		101,000.00	0.00	101,000
170928	3/27/2020	ICD SEC	CD-CONNECTONE BANK	57919	20786ABV6	249,000.00		0.00	249,000.00	249,000
171129B	11/29/2019	ICD SEC	CD-CRESCOM BANK	57135	225862DH1	249,000.00		0.00	249,000.00	249,000
180124A	1/24/2020	ICD SEC	CD-CROSSFIRST BANK	58648	2766ACD5		249,000.00	0.00	249,000.00	249,000
180717	7/16/2021	ICD SEC	CD-CURRIE STATE BANK	8833	23130SDL4		245,000.00	0.00	245,000.00	245,000.00
140723A	1/23/2018	ICD SEC	CD-CUSTOMERS BANK	34444	23204HBR8	200,000.00		200,000.00	0.00	200,000
180921A	9/21/2020	ICD SEC	CD-DISCOVER BANK	5649	254673TS5		145,000.00	0.00	145,000.00	145,000
170719A	7/19/2019	ICD SEC	CD-DISCOVER BANK	05649	2546726A1	100,000.00		0.00	100,000.00	100,000
150730	7/30/2018	ICD SEC	CD-DISCOVER BANK	05649	254672TA6	149,000.00		149,000.00	0.00	149,000.00
160720	7/20/2018	ICD SEC	CD-EAGLE BANK	34742	27002YCX2	249,000.00		249,000.00	0.00	249,000
170724	7/24/2019	ICD SEC	CD-EAST BOSTON SAVIN	33510	27119PBU4	249,000.00		0.00	249,000.00	249,000
170719C	7/19/2019	ICD SEC	CD-ENERBANK	57293	29266N5Q6	249,000.00		0.00	249,000.00	249,000
170228	2/28/2019	ICD SEC	CD-ESSA BANK & TRUST	28262	29667RPN7	249,000.00		0.00	249,000.00	249,000
160129	1/29/2018	ICD SEC	CD-EVERBANK	34775	29976DH94	248,000.00		248,000.00	0.00	250,000
170630C	12/31/2018	ICD SEC	CD-FIRST BANK NC(TRO'	15019	31931TEP6	249,000.00		0.00	249,000.00	249,000
170731	1/31/2019	ICD SEC	CD-FIRST COMMERCIAL	57069	31984GEF2	249,000.00		0.00	249,000.00	249,000
180713B	7/13/2021	ICD SEC	CD-FIRST FINANCIAL NW	29058	32022MAW8		245,000.00	0.00	245,000.00	245,000.00
180430A	10/30/2019	ICD SEC	CD-FIRST GENERAL BAN	58060	320337CF3		200,000.00	0.00	200,000.00	200,000
180629B	6/1/2920	ICD SEC	CD-FIRST INTERNET BAN	34607	32056GC21		249,000.00	0.00	249,000.00	249,000
160816	2/16/2018	ICD SEC	CD-FIRST NATIONAL BAI	05452	332135GM8	249,000.00		249,000.00	0.00	249,000
151218B	6/18/2018	ICD SEC	CD-FIRST SOURCE BANK	09087	33646CFY5	250,000.00		250,000.00	0.00	250,000.00
180129	1/29/2020	ICD SEC	CD-FORTUNE BANK	58107	34969RCD8		248,000.00	0.00	248,000.00	248,000
130301	3/1/2018	ICD SEC	CD-GE CAPITAL BANK	33778	3616ITJB2	200,000.00		200,000.00	0.00	200,000
170327	7/27/2018	ICD SEC	CD-GNB BANK	14079	36198JCP7	249,000.00		249,000.00	0.00	249,000
170726	7/27/2020	ICD SEC	CD-GOLDMAN SACHS	33124	38148PLS4	249,000.00		0.00	249,000.00	249,000
180712	4/13/2020	ICD SEC	CD-HADDON SAVINGS B/	28222	404730BV4		245,000.00	0.00	245,000.00	245,000.00
171215A	12/16/2019	ICD SEC	CD-HAMNI BANK	24170	410193CR9	249,000.00		0.00	249,000.00	249,000
171130C	5/29/2020	ICD SEC	CD-HENRY COUNTY BAN	15384	426336BM4	200,000.00		0.00	200,000.00	200,000
180718B	10/18/2021	ICD SEC	CD-HERITAGE BANK	30090	42724JEH4		245,000.00	0.00	245,000.00	245,000.00
160729B	3/29/2018	ICD SEC	CD-HERITAGE BANK	30090	42724JDF9	249,000.00		249,000.00	0.00	249,000
160721A	7/23/2018	ICD SEC	CD-INDEPENDENCE BAN	08136	4534OKDP1	249,000.00		249,000.00	0.00	249,000
161216A	12/17/2018	ICD SEC	CD-INVESTORS SAVINGS	28892	46176PFV2	249,000.00		0.00	249,000.00	249,000
180731B	1/31/2022	ICD SEC	CD-IROQUOIS FEDERAL S	29675	46355PCM8		245,000.00	0.00	245,000.00	245,000.00
160831	8/31/2018	ICD SEC	CD-JP MORGAN CHASE	00628	48126XCN3	249,000.00		249,000.00	0.00	249,000
180727A	7/27/2022	ICD SEC	CD-KANSAS STATE BANK	19899	50116CBY4		245,000.00	0.00	245,000.00	245,000.00
170927	9/27/2019	ICD SEC	CD-KEY BANK	17534	49306SYU4	100,000.00		0.00	100,000.00	100,000
170222	8/22/2019	ICD SEC	CD-KEY BANK	17534	493065XF8	149,000.00		0.00	149,000.00	149,000
171013	10/15/2019	ICD SEC	CD-LAKESIDE BANK	19573	51210SNQ6	101,000.00		0.00	101,000.00	101,000
161019	10/19/2018	ICD SEC	CD-LAKESIDE BANK	19573	51210SLX3	100,000.00		100,000.00	0.00	100,000
170929	3/27/2020	ICD SEC	CD-LANDMARK COMM B	34982	51507LBM5	249,000.00		0.00	249,000.00	249,000
161230A	12/30/2019	ICD SEC	CD-M BANK	14816	55275FKK3	160,000.00		0.00	160,000.00	160,000
180430B	4/30/2020	ICD SEC	CD-MAGYAR BANK-Semi	30704	55977RBP7		225,000.00	0.00	225,000.00	225,000
161215	2/14/2019	ICD SEC	CD-MAIN STREET BANK	57162	56034WAP6	249,000.00		0.00	249,000.00	200,000
171220A	12/20/2019	ICD SEC	CD-MB FINANCIAL	03628	55266CXT8	249,000.00		0.00	249,000.00	249,000
170714B	1/14/2019	ICD SEC	CD-MEDALLION BANK	57449	58403D7B6	249,000.00		0.00	249,000.00	249,000
180621	6/21/2021	ICD SEC	CD-MERCANTILE COMM	22953	58733AEX3		200,000.00	200,000.00	0.00	200,000
170721	7/22/2019	ICD SEC	CD-MERRICK BANK	34519	59013JZB8	249,000.00		0.00	249,000.00	249,000
180730	2/28/2020	ICD SEC	CD-METABANK	30776	59101LEF0		245,000.00	0.00	245,000.00	245,000.00
171214A	6/14/2019	ICD SEC	CD-MIDLAND STATES BA	01040	59774QFF4	249,000.00		0.00	249,000.00	249,000
170714C	7/15/2019	ICD SEC	CD-MIDSOUTH BANK	25884	59805FAB5	249,000.00		0.00	249,000.00	249,000
171214B	12/16/2019	ICD SEC	CD-MORGAN STANLEY B	32992	61747MD65	249,000.00		0.00	249,000.00	249,000
170728B	1/28/2020	ICD SEC	CD-NATIONWIDE BANK	34710	63861NAH8	249,000.00		0.00	249,000.00	249,000
151031	1/4/2018	ICD SEC	CD-NOA BANK	58657	65487TBD2	150,000.00		150,000.00	0.00	150,000
170330A	4/1/2019	ICD SEC	CD-NORTHFIELD BANK	28710	66612ABG2	249,000.00		0.00	249,000.00	249,000
180706	7/6/2020	ICD SEC	CD-ORIENTAL BANK	31469	68621KBWO		245,000.00	0.00	245,000.00	245,000.00
160210A	2/9/2018	ICD SEC	CD-ORIENTAL BANK	31469	686184WS7	200,000.00		200,000.00	0.00	200,000
161221	6/21/2019	ICD SEC	CD-ORRSTOWN BANK	00713	687377EA5	249,000.00		0.00	249,000.00	249,000
171215B	6/15/2020	ICD SEC	CD-PACIFIC CITY BANK	57463	69406PCT4	249,000.00		0.00	249,000.00	249,000
180831B	8/31/2021	ICD SEC	CD-PEOPLES SECURITY E	7514	712303AA4		245,000.00	0.00	245,000.00	245,000.00
170719B	7/19/2019	ICD SEC	CD-PEOPLES UNITED BAI	27334	71270QQZZ	249,000.00		0.00	249,000.00	249,000
170727	10/28/2019	ICD SEC	CD-PILOT BANK	27045	721531BT7	249,000.00		0.00	249,000.00	249,000
170728A	7/27/2018	ICD SEC	CD-PINNACLE BANK	35583	72345SFJS	249,000.00		249,000.00	0.00	249,000
180727B	4/27/2020	ICD SEC	CD-PLUS INTERNATIONA	57083	7294OUJH9		245,000.00	0.00	245,000.00	245,000.00
171130B	11/29/2019	ICD SEC	CD-PONCE DELEON	31189	73233AM1	53,000.00		0.00	53,000.00	53,000
161229	6/29/2018	ICD SEC	CD-PREFERRED BANK	33539	740367FE2	249,000.00		249,000.00	0.00	249,000
170317	9/17/2018	ICD SEC	CD-PRIVATE BANK & TR	33306	74267GVR5	200,000.00		200,000.00	0.00	200,000
161228A	6/28/2018	ICD SEC	CD-PROVIDENCE BANK	01643	74374MAD6	249,000.00		249,000.00	0.00	249,000
180831A	8/31/2020	ICD SEC	CD-PROVIDENT BANK	90141	743837DK9		204,000.00	0.00	204,000.00	204,000.00
180926A	3/26/2020	ICD SEC	CD-QUONTIC BANK	57807	74909QAW9		245,000.00	0.00	245,000.00	245,000
180921B	9/21/2020	ICD SEC	CD-READING COOP BANI	26620	755324BQ2		245,000.00	0.00	245,000.00	245,000
171127	11/27/2019	ICD SEC	CD-ROCKFORD BANK & '	57927	77315PBM3	249,000.00		0.00	249,000.00	249,000
161207	6/7/2018	ICD SEC	CD-ROLLSTONE BANK &	17797	77579ABW5	200,000.00		200,000.00	0.00	200,000
170125C	1/25/2019	ICD SEC	CD-RONDOUT SAVINGS I	15969	776322AR0	200,000.00		0.00	200,000.00	200,000

2018 CASH AND INVESTMENT ACTIVITY

CITY INVEST #	STATED MAT DATE	BROKER	SECURITY DESCRIP	FDIC #	CUSIP	PRIN BAL 1/1/2018	PURCH 2018	SOLD/ MATURE 2018	BV PRIN BAL 12/31/2018	PAR
171222	9/23/2019	ICD SEC	CD-SACO & BIDDEFORD :	17743	78577TAV7	249,000.00		0.00	249,000.00	249,000
160916	9/17/2018	ICD SEC	CD-SAFRA NATIONAL BA	26876	78/658QYZ0	249,000.00		249,000.00	0.00	249,000.00
171213	12/13/2019	ICD SEC	CD-SALLIE MAE BANK	58177	795450G41	249,000.00		0.00	249,000.00	249,000
180726	4/26/2021	ICD SEC	CD-SIGNATURE BANK	57269	82668XFZ6		245,000.00	0.00	245,000.00	245,000.00
180417	4/17/2020	ICD SEC	CD-SOUTHWEST NATION	4801	845182BK9		151,000.00	0.00	151,000.00	151,000
180713A	7/13/2021	ICD SEC	CD-SPIRIT BANK	4048	848608DE2		249,000.00	0.00	249,000.00	249,000.00
171229B	12/29/2020	ICD SEC	CD-STATE BANK OF FEN	11406	856188AV9	249,000.00		0.00	249,000.00	249,000
170623	6/24/2019	ICD SEC	CD-STATE BANK OF INDI	33682	856285BZ3	249,000.00		0.00	249,000.00	249,000
180531A	5/29/2020	ICD SEC	CD-STEARNS BANK	10988	857894WV9		249,000.00	0.00	249,000.00	249,000
160930D	4/30/2018	ICD SEC	CD-STEARNS BANK	10988	857894RN1	249,000.00		249,000.00	0.00	249,000.00
161228B	6/28/2019	ICD SEC	CD-STEUBEN TR CO	12936	860010BG1	160,000.00		0.00	160,000.00	160,000
170630D	6/28/2019	ICD SEC	CD-SUMMIT COMMUNIT	34102	86604XLX2	205,000.00		0.00	205,000.00	205,000
180406C	4/6/2020	ICD SEC	CD-SYNCHRONY BANK-S	27314	87164WUX4		249,000.00	0.00	249,000.00	249,000
161123	5/23/2018	ICD SEC	CD-TCF NATIONAL BANK	28330	872278XK7	100,000.00		100,000.00	0.00	100,000
170922	5/26/2020	ICD SEC	CD-TEXAS EXCHANGE B.	20096	88241TCA6	249,000.00		0.00	249,000.00	249,000
171027	10/27/2020	ICD SEC	CD-THIRD FEDERAL SAV	30012	88413QBS6	249,000.00		0.00	249,000.00	249,000
160721B	1/22/2018	ICD SEC	CD-TRANSPORTATION A	34781	89388CBE7	249,000.00		249,000.00	0.00	249,000
170421	4/22/2019	ICD SEC	CD-UNITED COMMUNITY	19143	90983HAC8	249,000.00		0.00	249,000.00	249,000
180718A	7/20/2020	ICD SEC	CD-UNITED STATE BANK	12214	91153QAE6		245,000.00	0.00	245,000.00	245,000.00
171130A	11/29/2019	ICD SEC	CD-UNIVEST NATIONAL	07759	91527PBF3	249,000.00		0.00	249,000.00	249,000
161219	12/19/2018	ICD SEC	CD-WEB BANK	34404	947547JJ5	249,000.00		0.00	249,000.00	249,000
180731A	7/31/2020	ICD SEC	CD-WELCH STATE BANK	9472	949095BB8		245,000.00	0.00	245,000.00	245,000.00
160617	6/18/2018	ICD SEC	CD-WELLS FARGO BANK	03511	9497485X1	150,000.00		150,000.00	0.00	150,000
180530	5/29/2020	ICD SEC	CD-WEX BANK-Semiannua	34697	92937CHA9		249,000.00	0.00	249,000.00	249,000
170125A	1/25/2019	ICD SEC	CD-WHITNEY BANK	12441	966594AV5	249,000.00		0.00	249,000.00	249,000
160930B	4/2/2018	ICD SEC	CD-WOOD & HUSTON BA	01060	978208AA4	249,000.00		249,000.00	0.00	249,000.00
170112	1/11/2019	ICD SEC	CD-WORLDS FOREMOST	57079	981571CS9	100,000.00		0.00	100,000.00	200,000
170119	1/18/2019	ICD SEC	CD-WORLDS FOREMOST	57079	981571CU4	100,000.00		0.00	100,000.00	200,000
171214C	6/14/2019	ICD SEC	CD-ZB (ZION)	02270	98878BLQ9	249,000.00		0.00	249,000.00	249,000
			2017 Investments & MM						21,851,000.00	
090102B	12/25/2018	Com Sec	FNR 2003-120 BY		31393UGR8	3,572.05		3,534.19	37.86	200,000
									37.86	
160606	5/1/2020	Northland	ANCHOR BAY MI SCH DISTRICT		032879-TC-2	500,000.00		0.00	500,000.00	500,000
161114B	2/1/2024	Northland	ANDOVER MN TAX		034313-ZU-3	300,000.00		0.00	300,000.00	300,000
130412	2/1/2024	Northland	BECKER MN TAX		075671LJ4	50,000.00		0.00	50,000.00	50,000
160317	2/1/2019	Northland	BECKER MN TAX		075663TG9	645,000.00		0.00	645,000.00	645,000
150903	11/1/2018	Northland	BROOKFIELD WI, TAXABLE		112857-BL-0	500,000.00		0.00	500,000.00	500,000
110310	2/1/2020	Northland	BROOKLYN CENTER ISD#286		113853-KG-9	285,000.00		0.00	285,000.00	285,000
17128A	4/1/2018	Northland	BURLINGTON WIS REFUND		122133-KW-0	25,000.00		25,000.00	0.00	25,000
120215B	6/1/2026	Northland	CEDAR RAPIDS IO TAX		150528-JU-2	50,000.00		0.00	50,000.00	50,000
120606B	6/1/2022	Northland	CEDAR RAPIDS IO TAX		150528-N2-6	135,000.00		0.00	135,000.00	135,000
120606A	6/1/2023	Northland	CEDAR RAPIDS IO TAX		150528-PA-9	140,000.00		0.00	140,000.00	140,000
140620	12/1/2020	Northland	CELINA OHIO SCHOOL DISTR		151069-FD-8	300,000.00		0.00	300,000.00	300,000
130815A	12/1/2020	Northland	CHASKA, MN TAX		161664-DY-0	75,000.00		0.00	75,000.00	75,000
130815B	12/1/2021	Northland	CHASKA, MN TAX		161664-DZ-7	75,000.00		0.00	75,000.00	75,000
171129A	2/1/2019	Northland	CHASKA, MN TAX		161664-G4-7	120,000.00		0.00	120,000.00	120,000
140502	2/15/2020	Northland	COLLINGSWOOD NJ TAX		194756-PQ-9	145,000.00		0.00	145,000.00	145,000
140730A	6/1/2019	Northland	DES MOINES IA TAXABLE		25009X-GB-5	115,000.00		0.00	115,000.00	115,000
140730B	6/1/2020	Northland	DES MOINES IA TAXABLE		25009X-GC-3	145,000.00		0.00	145,000.00	145,000
170109	6/1/2022	Northland	DESMOINES IA TAX		250097-J3-7	200,000.00		0.00	200,000.00	200,000
141104	2/1/2022	Northland	DULUTH MN TAXABLE		264438-G5-5	150,000.00		0.00	150,000.00	150,000
151217A	12/1/2018	Northland	FARGO ND TAXABLE		30747N-BC-7	435,000.00		0.00	435,000.00	435,000
151216A	6/14/2018	Northland	FFCB		3133EF-SH-1	500,000.00		500,000.00	0.00	500,000
170712	7/1/2021	Northland	GARDENDALE ALA TAX		365478-DQ-6	240,000.00		0.00	240,000.00	240,000
171218B	3/1/2020	Northland	GLENDALE RIVER HILLS WIS TAX		378541-CN-4	135,000.00		0.00	135,000.00	135,000
171218C	2/15/2018	Northland	HALE COUNTY TAX		405468-CN-7	25,000.00		25,000.00	0.00	25,000
170823A	3/1/2018	Northland	HAWLEY MN SCHOOL DISTRICT		420416-EY-1	150,000.00		150,000.00	0.00	150,000
140320A	3/1/2019	Northland	HAWLEY MN SCHOOL DISTRICT		420416-EZ-8	390,000.00		0.00	390,000.00	390,000
140117	11/1/2019	Northland	HONOLULU TAXABLE		438670-Q4-6	275,000.00		0.00	275,000.00	275,000
150109	10/1/2022	Northland	HUBBARD COUNTY TAX		443348-DE-4	135,000.00		0.00	135,000.00	140,000
180212A	6/1/2018	Northland	IOWA WESTIN COMM COLLEGE		462612-RZ-7		160,000.00	160,000.00	0.00	160,000
181011	10/1/2020	Northland	OKLAHOMA COUNTY ISD #6		678720-KJ-1		400,000.00	0.00	400,000.00	400,000
180212B	6/1/2019	Northland	IOWA WESTIN COMM COLLEGE		462612-SA-1		140,000.00	0.00	140,000.00	140,000
180212C	6/1/2020	Northland	IOWA WESTIN COMM COLLEGE		462612-SB-9		160,000.00	0.00	160,000.00	160,000
180725B	7/25/2023	Northland	CD-SMARTBANK		83172H-DT-4		245,000.00	0.00	245,000.00	245,000
180730	10/1/2024	Northland	HUBBARD COUNTY TAX		443348-DG-9		100,000.00	0.00	100,000.00	100,000
180917	8/15/2019	Northland	CONNECTICUT STATE GO		20772J-QL-9		100,000.00	0.00	100,000.00	100,000
180913	7/31/2023	Northland	CD-BANK NEW ENGLAND SALEM		06426K-AN-8		245,000.00	0.00	245,000.00	245,000
120321	3/1/2022	Northland	MADISION WI SCHOOL DISTR		558495-KN-6	500,000.00		0.00	500,000.00	500,000
150708	2/1/2019	Northland	MAPLEWOOD MN TAX		56557-UM-5	350,000.00		0.00	350,000.00	350,000
161101	3/1/2019	Northland	MARSHFIELD WI TAX		572852-W4-9	145,000.00		0.00	145,000.00	145,000

2018 CASH AND INVESTMENT ACTIVITY

CITY INVEST #	STATED MAT DATE	BROKER	SECURITY DESCRIP	FDIC #	CUSIP	PRIN BAL 1/1/2018	PURCH 2018	SOLD/ MATURE 2018	BV PRIN BAL 12/31/2018	PAR
121228B	9/1/2023	Northland	MIDDLETON WIS REFUND		596782-T6-7	300,000.00		0.00	300,000.00	300,000
120214B	9/1/2025	Northland	MIDDLETON WIS REFUND		596782-TJ-1	315,000.00		0.00	315,000.00	315,000
150430	2/1/2022	Northland	MINNETONKA ISD #276		604195-YG-6	270,000.00		0.00	270,000.00	270,000
130702A	1/1/2019	Northland	MINNETONKA ISD #276		604195-VW-4	285,000.00		0.00	285,000.00	285,000
130702B	1/1/2021	Northland	MINNETONKA ISD #276		604195-VY-0	400,000.00		0.00	400,000.00	400,000
120215A	1/1/2028	Northland	MINNETONKA ISD #276		604195-SB-4	50,000.00		50,000.00	0.00	50,000
160812	5/1/2023	Northland	MONROE MI TAX		611101-MF-0	190,000.00		0.00	190,000.00	190,000
130722	2/1/2021	Northland	MOUND MN TAXABLE		620S35-W4-2	95,000.00		0.00	95,000.00	95,000
100803B	2/1/2018	Northland	NEW PRAGUE BAB		648159-TX-9	70,000.00		70,000.00	0.00	70,000
100803C	2/1/2019	Northland	NEW PRAGUE BAB		648159-TY-7	45,000.00		0.00	45,000.00	45,000
100803D	2/1/2020	Northland	NEW PRAGUE BAB		648159-TZ-4	70,000.00		0.00	70,000.00	70,000
141006	6/1/2020	Northland	NORTHEAST IOWA COMM COLLEGE		664214-JQ-7	320,000.00		0.00	320,000.00	320,000
161003A	2/1/2018	Northland	OLIVIA MN TAX		681079-YD-5	45,000.00		45,000.00	0.00	45,000
161003B	2/1/2019	Northland	OLIVIA MN TAX		681079-YE-3	95,000.00		0.00	95,000.00	95,000
161003C	2/1/2020	Northland	OLIVIA MN TAX		681079-YF-0	100,000.00		0.00	100,000.00	100,000
180131	3/1/2021	Northland	PALMYRA EAGE AREA SCHOOL		697165-EH-7		75,000.00	0.00	75,000.00	75,000
111031	6/1/2018	Northland	RACINE WIS TAXABLE		750021-6D-4	755,000.00		755,000.00	0.00	755,000
130624A	2/1/2023	Northland	RAMSEY COUNTY TAXABLE		751622-HH-7	595,000.00		0.00	595,000.00	595,000
130624B	2/1/2022	Northland	RAMSEY COUNTY TAXABLE		751622-HG-9	285,000.00		0.00	285,000.00	285,000
180124B	2/1/2019	Northland	RICHFIELD TAX TIF		763325-6K-8		25,000.00	0.00	25,000.00	25,000
171228A	2/1/2020	Northland	SCOTT COUNTY TAX		809557-AY-7	60,000.00		0.00	60,000.00	60,000
171228B	2/1/2021	Northland	SCOTT COUNTY TAX		809557-AZ-4	115,000.00		0.00	115,000.00	115,000
160420B	10/1/2018	Northland	SHEBOYGAN WIS TAX		82102R-BY-0	250,000.00		250,000.00	0.00	250,000
150804	11/1/2018	Northland	SHEBYGAN WISCON REFUND		82102R-BM-6	800,000.00		0.00	800,000.00	800,000
120308A	12/1/2020	Northland	SHOREWOOD WIS TAX		825230-KU-8	150,000.00		0.00	150,000.00	150,000
120308B	12/1/2022	Northland	SHOREWOOD WIS TAX		825230-KW-4	150,000.00		0.00	150,000.00	150,000
120308C	12/1/2027	Northland	SHOREWOOD WIS TAX		825230-LB-9	225,000.00		0.00	225,000.00	225,000
120308D	12/1/2028	Northland	SHOREWOOD WIS TAX		825230-LC-7	465,000.00		0.00	465,000.00	465,000
170215	5/1/2019	Northland	SPARTA WIS REFUNDING		846748-HC-8	100,000.00		0.00	100,000.00	100,000
161222	2/1/2019	Northland	ST. PAUL MN PORT AUTHORITY TAX		793028-WR-8	145,000.00		0.00	145,000.00	145,000
110608	2/1/2019	Northland	WADENA MN BAB		930217-JD-7	95,000.00		0.00	95,000.00	95,000
170620A	6/1/2019	Northland	WATERLOO IOWA TAXABLE		941647-VS-5	210,000.00		0.00	210,000.00	210,000
170620B	6/1/2020	Northland	WATERLOO IOWA TAXABLE		941647-VT-3	210,000.00		0.00	210,000.00	210,000
130624C	6/1/2018	Northland	WATERLOO IOWA TAXABLE		941647-NZ-8	345,000.00		345,000.00	0.00	345,000
170823B	10/1/2019	Northland	WESTERN LAKE SUPERIOR		958522-XW-9	120,000.00		0.00	120,000.00	120,000
120215C	10/1/2019	Northland	WESTERN LAKE SUPERIOR		958522-WU-4	100,000.00		0.00	100,000.00	100,000
160728A	5/1/2020	Northland	WISCONSIN STATE TAX		97705M-DS-1	500,000.00		0.00	500,000.00	500,000
141205A	9/1/2018	Northland	WYANDOTTE KANSAS SD		982696-QE-9	125,000.00		125,000.00	0.00	125,000
									14,835,000.00	
180628	6/28/2023	UBS	CD-COMENITY BANK	27499	981996UP3		200,000.00	0.00	200,000.00	200,000
180815B	8/16/2021	UBS	CD-DIETRICH BANK	3787	253720AB2		245,000.00	0.00	245,000.00	245,000
180815A	8/16/2021	UBS	CD-DISCOVER BANK	5649	254673SV9		145,000.00	0.00	145,000.00	145,000
180831E	8/28/2020	UBS	CD-FIRST REPUBLIC BAN	59017	33616CBL3		245,000.00	0.00	245,000.00	245,000
150311	3/11/2025	UBS	CD-HBSC BANK	57890	40434ASB6	240,000.00		0.00	240,000.00	240,000
160930E	9/30/2019	UBS	CD-JEFFERSON BANK & T	1071	472376AA0	245,000.00		0.00	245,000.00	245,000.00
180928	9/28/2023	UBS	CD-JP MORGAN CHASE BANK		48128FVB5		245,000.00	0.00	245,000.00	245,000
161216B	12/16/2022	UBS	CD-MERCANTIL COMM E	22953	58733ADQ9	245,000.00		0.00	245,000.00	245,000
180531B	6/1/2020	UBS	CD-MORGAN STANLY	34221	6176OALP2		245,000.00	0.00	245,000.00	245,000
180926A	9/27/2021	UBS	CD-TOWNEBANK PORTSMOUTH VA		89214PCA5		200,000.00	0.00	200,000.00	200,000
180723	7/24/2023	UBS	CD-TOYOTA FINANCIAL	57542	89235MJA0		245,000.00	0.00	245,000.00	245,000
180629A	6/29/2021	UBS	CD-WELLS FARGO	3511	949763RX6		245,000.00	0.00	245,000.00	245,000
150812	6/1/2023	UBS	CHARLOTTE TAXABLE		161037L61	300,000.00		0.00	300,000.00	300,000
180626	2/1/2023	UBS	FFCB		3133EG5K7		300,000.00	0.00	300,000.00	300,000
'180711A	3/6/2023	UBS	FFCB		3133EJET2		350,000.00	0.00	350,000.00	350,000
180614	6/12/2024	UBS	FFCB		3133EH2F9		500,000.00	0.00	500,000.00	500,000
180522	2/5/2025	UBS	FFCB		3133EJBN8		750,000.00	0.00	750,000.00	750,000
180711B	2/20/2026	UBS	FFCB		3133EJDH96		400,000.00	0.00	400,000.00	400,000
010328	6/25/2023	UBS	FHG14A		312916PD5R	2,000.00		0.00	2,000.00	152,000
160928	3/28/2025	UBS	FHLB		3130A9CN9	300,000.00		0.00	300,000.00	300,000.00
160826D	8/24/2026	UBS	FHLB		3130A8Z63	300,000.00		0.00	300,000.00	300,000
160830A	8/28/2026	UBS	FHLB		3130A8ZF3	300,000.00		0.00	300,000.00	300,000
180713C	8/24/2028	UBS	FHLB		3130A8Y56		500,000.00	0.00	500,000.00	500,000
180914	5/28/1931	UBS	FHLB STEP		3130A83X9		300,000.00	0.00	300,000.00	300,000
180814	8/16/2024	UBS	FHLB-STEP		3130A8UZ4		430,000.00	0.00	430,000.00	430,000
160830B	8/28/2023	UBS	FHLMC		3134GAAKO	300,000.00		0.00	300,000.00	300,000
160726	7/26/2024	UBS	FHLMC		3134G9N78	500,000.00		0.00	500,000.00	500,000
970917B	9/15/2021	UBS	FHLMC REMIC SERIES FH194E		312904GT6C	80.09		80.09	0.00	255,714
020826	10/15/2022	UBS	FHR 1391D		312912LUO	652.07		228.25	423.82	59,990
030630A	6/15/2018	UBS	FHR 2628 AB		31393VMQ1C	553.50		553.50	0.00	200,000
040730A	7/15/2019	UBS	FHR 2822 DB		31395C3S8	865.81		865.81	0.00	500,000

2018 CASH AND INVESTMENT ACTIVITY

CITY INVEST #	STATED MAT DATE	BROKER	SECURITY DESCRIP	FDIC #	CUSIP	PRIN BAL 1/1/2018	PURCH 2018	SOLD/ MATURE 2018	BV PRIN BAL 12/31/2018	PAR
180907	7/1/2021	UBS	FLORIDA STATE BOARD OF ADMIN		341271ABO		400,000.00	0.00	400,000.00	400,000
171211	7/1/2021	UBS	FLORIDA STATE BOARD OF ADMIN		341271AB0	235,000.00		0.00	235,000.00	235,000
130611	5/21/2018	UBS	FNMA		3135GOXDO	750,000.00		750,000.00	0.00	750,000
160428	10/28/2022	UBS	FNMA		3136G3JS5	250,000.00		0.00	250,000.00	250,000
160830D	8/24/2023	UBS	FNMA		3136G32Y0	250,000.00		0.00	250,000.00	250,000
970625	2/25/2021	UBS	FNMA FNR-1991-7 H		31358FZW2	1,000.00		0.00	1,000.00	129,000
021004	8/25/2022	UBS	FNR 1992-125L		31358PS40C	803.28		285.67	517.61	52,000
030730A	8/25/2018	UBS	FNR 2003-74-KN		31393EAL3C	1,042.57		1,061.46	-18.89	300,000.00
001127	7/25/2022	UBS	FNR G92-35		31358PHV2C	690.86		196.44	494.42	75,215
161026	10/1/2024	UBS	HONOLULU TAX		4386705W7	300,000.00		0.00	300,000.00	300,000
161114A	7/1/2025	UBS	LEXINGTON FAYETTE AIRPORT		52909MCA0	300,000.00		0.00	300,000.00	300,000
160412	5/1/2019	UBS	LINCOLN SD TAX		533883NG5	500,000.00		0.00	500,000.00	500,000
160718	12/1/2021	UBS	LITTLE MIAMI OHIO SCHOOL		537292KY9	345,000.00		0.00	345,000.00	345,000
151023	10/1/2024	UBS	MADISON TAXABLE		55844RKN3	640,000.00		0.00	640,000.00	640,000
180629C	6/1/2025	UBS	MARYLAND STATE TAX		57420PGR1		300,000.00	0.00	300,000.00	300,000
160601	2/15/2022	UBS	MCALLEN TAX'		582018Ff5	200,000.00		0.00	200,000.00	200,000
160224B	12/1/2019	UBS	MCLEAN COUNTY IL SCHOOL DISTRIC'		582018Ff5	450,000.00		0.00	450,000.00	450,000
161208B	11/1/2024	UBS	MICHIGAN FIN AUTH REV		59447TJX2	250,000.00		0.00	250,000.00	250,000
160705	11/1/2021	UBS	MICHIGAN STATE TAX		594612CX9	300,000.00		0.00	300,000.00	300,000
160526	5/1/2020	UBS	MILAN MICH SCHOOL TAX		598801JD1	500,000.00		0.00	500,000.00	500,000
150310	4/1/2020	UBS	MONTGOMERY ALA TAX		613035L69	400,000.00		0.00	400,000.00	400,000
161208A	4/1/2023	UBS	NEW HOPE CULTURAL ED TAX		64542WAY6	250,000.00		0.00	250,000.00	250,000
160830C	8/1/2022	UBS	NEW YORK CITY TAXABLE		64966MED7	300,000.00		0.00	300,000.00	300,000
151104	3/1/2022	UBS	NEW YORK TAXALBE		64966KQC0	500,000.00		0.00	500,000.00	500,000
151009	9/1/2024	UBS	NJ ENVIRONMENTAL INFRASTRUCTUR		645791CAO	270,000.00		0.00	270,000.00	270,000
160727	5/1/2022	UBS	NORTH BRANCH SCHOOL TAX		657740F50	500,000.00		0.00	500,000.00	500,000
121207	11/1/2018	UBS	NYC GEN TAX		64971QH55	500,000.00		0.00	500,000.00	500,000
130606B	11/1/2019	UBS	NYC GEN TAX		64971QH63	1,000,000.00		0.00	1,000,000.00	1,000,000
120817A	5/1/2018	UBS	NYC-TAXABLE		64971QTU7	500,000.00		500,000.00	0.00	500,000
180108	10/1/2022	UBS	PALM BEACH COUNTY SOLID WASTE		696560LD1		450,000.00	0.00	450,000.00	450,000
151207	12/1/2020	UBS	SACRAMENTO TAXABLE		786060BB8	300,000.00		0.00	300,000.00	300,000
160613	12/1/2020	UBS	SCHILLER PARK TAX		8062721LM6	325,000.00		0.00	325,000.00	325,000
161018	7/1/2024	UBS	SELMA ALA TAX		816459QV6	500,000.00		0.00	500,000.00	500,000
160802	12/1/2027	UBS	TOOLE CITY UT TAX		89033RBU7	400,000.00		0.00	400,000.00	400,000
160422	5/15/2021	UBS	UNIVERSITY OF CA TAX		91412GFS9	500,000.00		0.00	500,000.00	500,000
160927A	5/1/2021	UBS	YPSILANTI MI SCHOOL DISTR		987864NY7	405,000.00		0.00	405,000.00	405,000.00
									20,099,416.96	
	TOTAL INVESTMENTS					61,031,260.23	27,080,000.00	20,645,805.41	67,465,454.82	
			Unamortized Premiums			1,457,335.04	1,140.00		1,458,475.04	
			Unamortized Discounts			(3,294,871.24)	(121,933.08)		(3,416,804.32)	
			BOW			6,736,009.95	35,063,601.18	37,964,802.10	3,834,809.03	
			Money Market Accounts			3,601,475.54	9,380,019.32	9,250,000.00	3,731,494.86	
			Net Cash and Investments			69,531,209.52	71,402,827.42	67,860,607.51	73,073,429.43	

CC Regular Session **4. 2.**

Meeting Date: 11/13/2018

By: Chris Anderson, Community Development

Information

Title

Consider Request to Rezone Property Identified by PID #35-32-25-32-0062 from R-1 Residential (MUSA) to E-1 Employment (Project No. 155); Case of Rocky Mtn Investment LLC

Purpose/Background:

The City has received an application from Rocky Mtn Investment LLC (the "Applicant") to rezone the property identified by PID # 35-32-25-32-0062 (the "Subject Property") from R-1 Residential (MUSA) to E-1 Employment. The Applicant is attempting to work with a nearby business (just to the east of the Subject Property but on the north side of the street) that is interested in utilizing the land for outside storage.

Notification:

Staff attempted to notify all property owners within 350 feet of the Subject Property of the requested Zoning Amendment via standard U.S. mail and published the Notice of Public Hearing in the Anoka County UnionHerald.

Observations/Alternatives:

The Subject Property, which is currently vacant with no improvements other than a chain link fence, is zoned R-1 Residential (MUSA). The properties to the west, south and southeast are also zoned R-1 Residential (MUSA) while the properties to the east and north (across Riverdale Drive) are zoned E-1 Employment. The Subject Property is 10,807 square feet in size, which does comply with the minimum lot size required in the R-1 Residential District. As a point of reference, the minimum required lot size in the E-1 Employment District is one (1) acre (note though that this is an existing lot of record and amending the zoning district would not require the lot to meet that bulk standard).

The Applicant is seeking this Zoning Amendment to accommodate a potential sale of the Subject Property to a local, nearby business who desires to utilize it for outside storage. Outside storage is not permitted in the R-1 Residential District. In the E-1 Employment District, outside storage as an accessory use of a property is permitted; however, as the principal use, it would require a Conditional Use Permit. It is worth noting that since the Subject Property abuts residentially zoned parcels, there are greater setbacks for outside storage (forty [40] feet from residential properties), which would restrict where this type of use could occur on the Subject Property.

It is Staff's understanding that the Subject Property has been used periodically for outside storage. However, after a review of both the Property File and County records, it does not appear that that use was ever approved or authorized by the City. Thus, it does not appear that there are any lawful, non-conforming rights that would allow this type of use on the Subject Property.

Both the current 2030 Comprehensive Plan and the DRAFT 2040 Comprehensive Plan show the Subject Property guided as Low Density Residential. Should the Zoning Amendment be approved, a Comprehensive Plan Amendment would also be necessary to ensure consistency between the zoning and land use designation.

The Planning Commission held a Public Hearing on the request at their November 1, 2018 meeting. There were no written or verbal comments submitted regarding the request.

Alternatives

Alternative 1: Motion to deny the request to rezone the Subject Property from R-1 Residential (MUSA) to E-1 Employment. While the Subject Property may not be a prime residential location due to it abutting parcels zoned E-1 Employment, it also doesn't appear large enough to accommodate a typical industrial type of user, other than possibly for outside storage. Based on the limited area that could possibly be utilized for outside storage, that itself doesn't necessarily seem viable either. With no apparent lawful non-conforming rights associated with the Subject Property, staff and the Planning Commission supported this alternative.

Alternative 2: Motion to direct Staff to prepare an Ordinance for introduction at a future meeting to amend the zoning designation of the Subject Property from R-1 Residential (MUSA) to E-1 Employment District. While the properties to the east and north are zoned E-1 Employment, the Subject Property also abuts residentially zoned parcels to the west and south. The size of the Subject Property doesn't appear conducive to a typical industrial type of use, with the possible exception of outside storage. However, it does meet the minimum bulk standards of the R-1 Residential (MUSA) District. If Alternative 2 supported by City Council and the Zoning Amendment is ultimately adopted, a Conditional Use Permit would still be required for outside storage to occur as the principal use of the Subject Property. Staff and the Planning Commission do not support this alternative.

Funding Source:

All costs associated with this request are the Applicant's responsibility.

Recommendation:

The Planning Commission recommended that the zoning of Subject Property remain as R-1 Residential (MUSA).

Action:

Motion to adopt Resolution #18-235 denying the requested Zoning Amendment.

Attachments

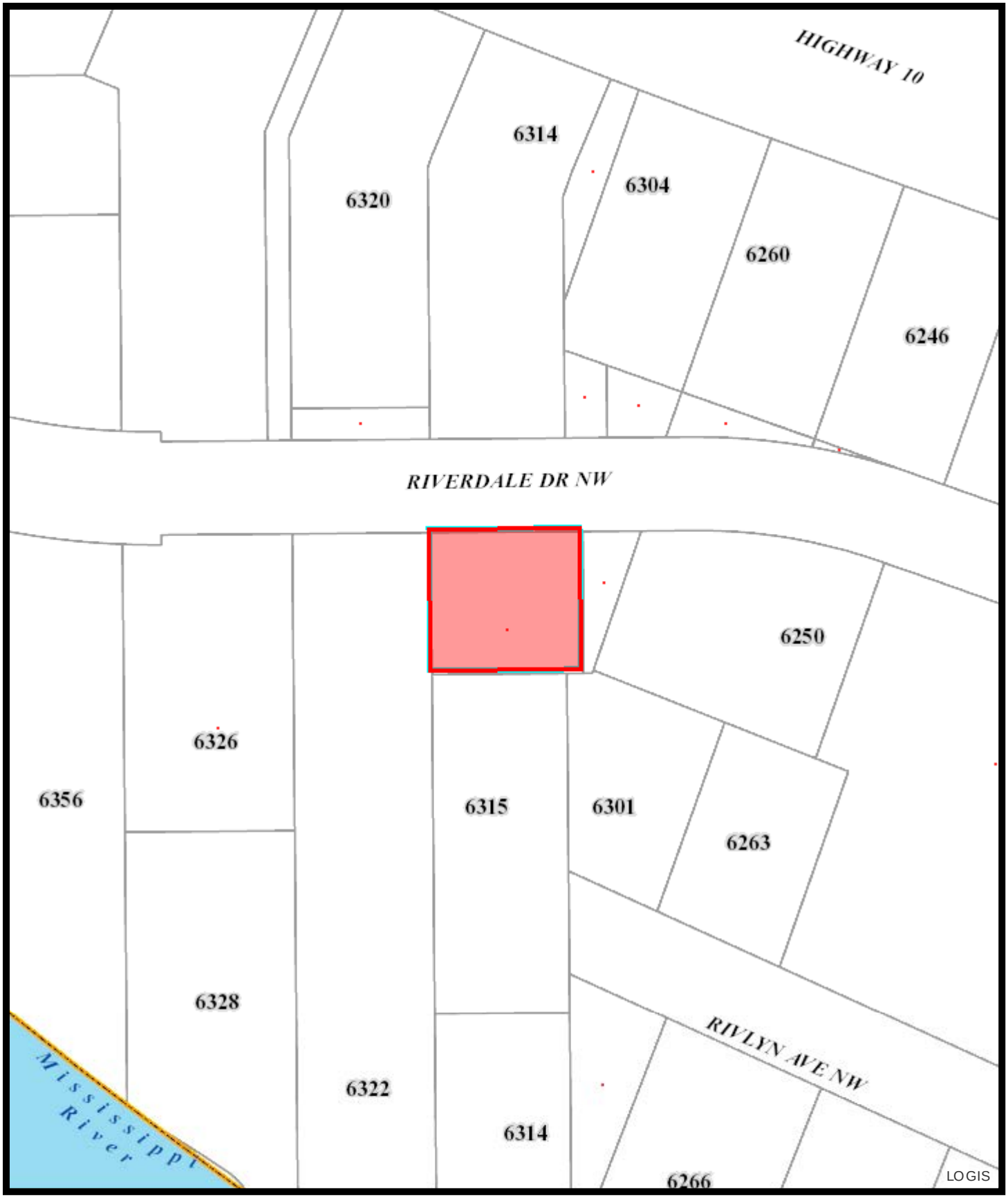
Site Location Map
Application
Photos of Subject Property
Aerial View of Subject Property
Zoning Exhibit
Exhibit Showing Usable Area for Outside Storage
DRAFT Planning Commission Meeting Minutes Dated November 1, 2018
Resolution #18-235

Form Review

Inbox	Reviewed By	Date
Tim Gladhill	Tim Gladhill	11/08/2018 09:09 AM
Kurt Ulrich	Kurt Ulrich	11/08/2018 10:00 AM
Form Started By: Chris Anderson		Started On: 11/02/2018 08:26 AM
Final Approval Date: 11/28/2018		

35-32-25-32-0062

Site Location Map



Feet
0 20 40 80 120 160

Print Date: September 28, 2018

RECEIVED
SEP 21 2018
BY:

City of RAMSEY

Land Use Application

18-155

☐ 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:	Gregory Duchholmer		
Street Address:	17224 172nd AVE SE		
City, State, ZIP:	Big Lake MN 55309		
Home Phone:	7632631736	Work Phone:	7632953347
Email:		Fax Number:	7632954947
Name of Business (if applicable):	Rocky MTN Investment LLC		
Business Address (if applicable)	PO Box 336		
Business City, State, ZIP	Monticello MN 55362		
Business Phone:	7632953347	Business Fax:	7632954947

Subject Property Information

(Location of Application)

Address	Riverdale Dr NW
PIN	35-32-25 32-0067 Road
Legal Description	See Attached
Zoning District	

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:	SAME		
Street Address:			
City, State, ZIP:			
Home Phone:		Work Phone:	
Email:		Fax Number:	

Please provide a detailed description of your request and attached a copy of a scaled site plan

Small Lot Apox 11,000 Sq Feet Tax as COMM/Ind But zone RES. It is located NEXT other business places in the area. Would like to change to Employee + Employer zoning.

Black Smith Shop

11,000 sq Fee

SEE Attached

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	Gregory Dahlheimer	Co-Applicant Signature	Joseph Dahlheimer
Printed Name	Gregory Dahlheimer	Printed Name	Joseph Dahlheimer
Title	Partner	Title	Partner
Date	9-20-18	Date	9-20-18

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.

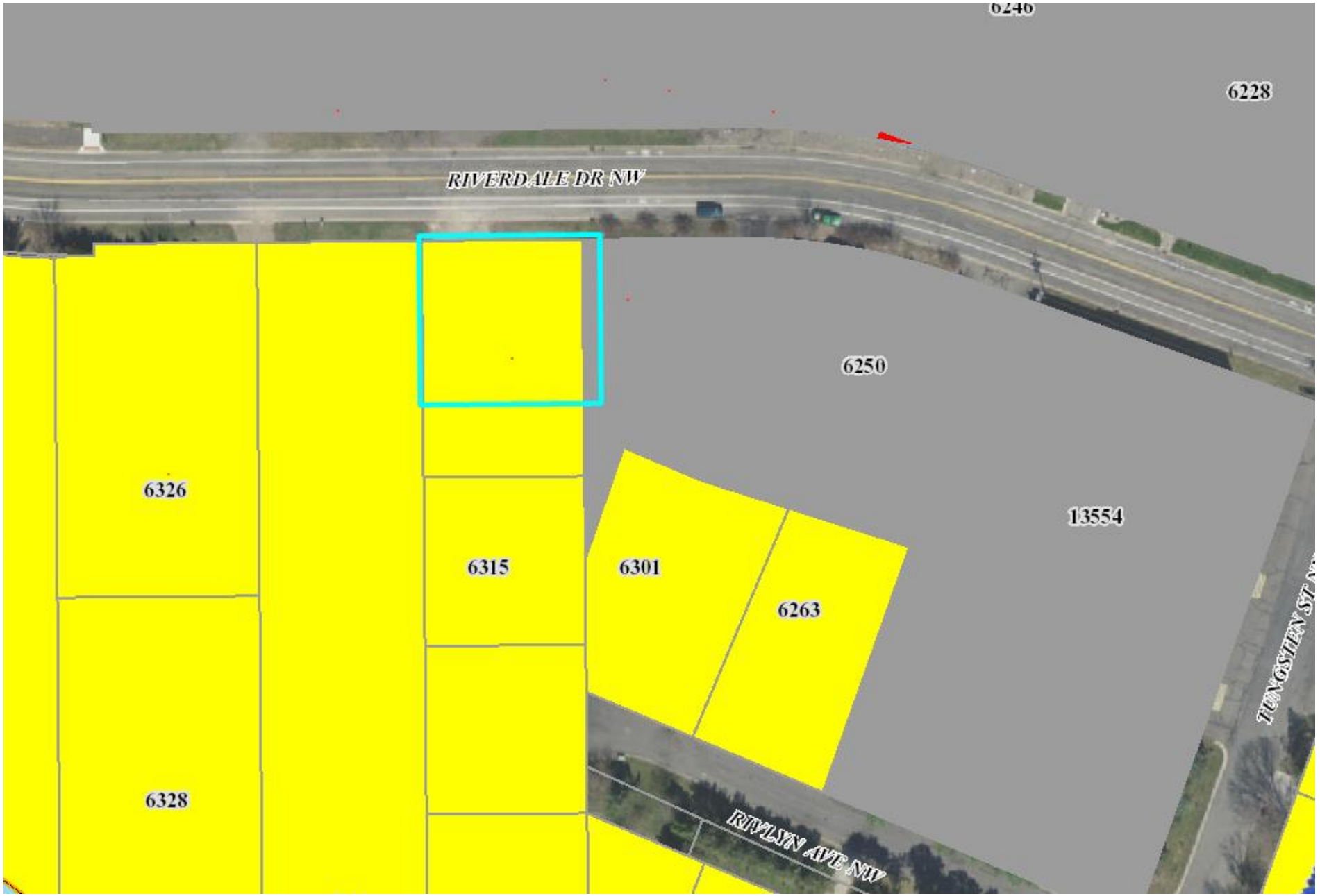
Property Owner Signature	Gregory Dahlheimer	Property Owner Signature	Joseph Dahlheimer
Printed Name	Gregory Dahlheimer	Printed Name	Joseph Dahlheimer
Title	Partner	Title	Partner
Date	9-2018	Date	9-20-18

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.


CAT
THIS PROPERTY IS THE SUBJECT OF A LAND USE APPLICATION
FOR MORE INFORMATION CALL CITY OF RAMSEY
(763) 427-1410


763-441-4343
CAT


6246
6228
RIVERDALE DR NW
6250
6326
13554
6356
6315
6301
6263
TUNGSTEN ST NW
6328
RIVLYN AVE NW


6246
6228
RIVERDALE DR NW
6250
6326
6315
6301
13554
6263
6328
RIVLYN AVE NW
TUNGSTEN ST


RIVERDALE DR NW
6250
=
20 foot setback from right-of-way
=
40 foot setback from residential districts

5.04: Public Hearing: Consider Request to Rezone Property Identified by PID #35-32-25-32-0062 from R-1 Residential (MUSA) to E-1 Employment (Project No. 155); Case of Rocky MTN Investment LLC

Public Hearing

Chairperson Bauer called the public hearing to order at 7:28 p.m.

Presentation

City Planner Anderson presented the staff report stating the City has received an application from Rocky Mountain Investment LLC (the "Applicant") to rezone the property identified by PID # 35-32-25-32-0062 (the "Subject Property") from R-1 Residential (MUSA) to E-1 Employment. The Applicant is attempting to work with a nearby business (just to the east of the Subject Property but on the north side of the street) that is interested in utilizing the land for outside storage. Staff provided further comment on the rezoning and recommended the Commission not approve the request.

Citizen Input

It was noted the applicant was not in attendance at the meeting.

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

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

Chairperson Bauer closed the public hearing closed at 7:35 p.m.

Commission Business

Motion by Commissioner Anderson, seconded by Commissioner VanScoy, to recommend to the City Council the zoning of the Subject Property remain as R-1 Residential (MUSA).

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

DRAFT

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

RESOLUTION #18-235

A RESOLUTION DENYING A REQUEST TO REZONE THE PROPERTY IDENTIFIED AS PID #35-32-25-32-0062 FROM R-1 RESIDENTIAL (MUSA) TO E-1 EMPLOYMENT

RECITALS

1. Rocky Mtn Investment, LLC, hereinafter referred to as the "Applicant," has properly applied for a Zoning Amendment to rezone a property from R-1 Residential (MUSA) to E-1 Employment. Said property is generally identified by PID #35-32-25-32-0062 and is legally described as follows:

   That part of Lot 5 and Lot 7, Auditors Subdivision No. 96, described as follows: Commencing at the west quarter corner of Section 35, Township 32, Range 25, thence on assumed bearing south 00 degrees 21 Minutes 49 seconds east along west line of Government Lot 1 a distance of 497.95 feet; thence north 89 degrees 38 minutes 48 seconds east a distance 406.74 feet to a judicial landmark and point of beginning; thence continuing north 89 degrees 38 minutes 48 seconds east 107.80 feet to a judicial landmark; thence north 00 degrees 21 minutes 49 seconds west a distance of 94.00 feet to a judicial landmark on the southerly right of way line of Riverdale Dr, described in Doc. No. 869268; thence south 89 degrees 38 minutes 48 seconds west along said right of way line a distance 107.80 feet plus/minus to a judicial landmark set at intersection with line bearing north 00 degrees 21 minutes 49 seconds west from point of beginning; thence south 00 degrees 21 minutes 49 seconds east distance 94.00 feet to point of beginning, except road subject to easement of record, Anoka County, Minnesota.

   (the "Subject Property")

2. The City of Ramsey received an application for a Zoning Amendment on the Subject Property on September 21, 2018.

3. That the Subject Property is located within the R-1 Residential (MUSA) District.

4. That properties to the west, south, and southeast are also zoned R-1 Residential (MUSA), while the properties to the east and north (across Riverdale Drive) are zoned E-1 Employment.

5. That the Subject Property is guided as Low Density Residential in the 2030 Comprehensive Plan and in the DRAFT 2040 Comprehensive Plan.

6. That the Subject Property is approximately 10,800 square feet in size.

7. That the Subject Property meets the minimum bulk standards of the R-1 Residential (MUSA) District.

8. That the purpose of the requested Zoning Amendment would be to accommodate a nearby business that wishes to purchase the Subject Property and utilize it for outside storage.

9. That outside storage as principal use would require the issuance of a conditional use permit.

10. That there are greater setbacks required for outside storage when adjacent to residentially zoned parcels that further restricts where outside storage could occur on the Subject Property.

11. That the Planning Commission conducted a Public Hearing regarding this request on November 1, 2018 and there were no verbal or written comments received.

12. That the Planning Commission recommended denying the requested Zoning Amendment.

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

1. That the Ramsey City Council hereby denies the Zoning Amendment requested for the Subject Property.

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 City of Ramsey City Council this the 13th day of November, 2018

_____
Mayor

ATTEST:

_____
City Clerk

CC Regular Session **4. 3.**

Meeting Date: 11/13/2018

Information

Title:

Consider Memorandum of Understanding and Agreement for Federal Equitable Sharing for the Anoka-Hennepin Narcotics and Violent Crimes Task Force (DTF)

Purpose/Background:

The purpose of this section of the MOU is to designate the Anoka County Sheriff's Office as the fiduciary agency for the Task Force. The Anoka County Sheriff's Office agrees to submit sharing requests for all seizures involving the Task Force. All Task Force member agencies agree and understand that all sharing will be awarded to the Anoka County Sheriff's Office and all sharing funds will be retained by the Anoka County Sheriff's Office for Task Force expenses.

The Task Force understands that for the Anoka County Sheriff's Office to receive shared funds, they must be compliant with Program guidelines and reporting requirements. The Agency Head of the Anoka County Sheriff's Office and the Anoka County Administrator must annually sign the Equitable Sharing Agreement and Certification (ESAC) report. By signing and submitting the ESAC report, the Anoka County Sheriff's Office and its jurisdiction agree to abide by all policies set forth in the current *Guide to Equitable Sharing for State and Local Law Enforcement Agencies* and all subsequent updates.

The Task Force oversight committee met in October 2018 and unanimously supported the MOU. It was agreed that all Task Force member agencies would bring MOU back to their city councils & county board for consideration.

See the attached document for further details.

Timeframe:

This change will take effect once signed, and continue as practice moving forward in the Drug Task Force (DTF).

Funding Source:

The Anoka-Hennepin Narcotics and Violent Crimes Task Force (Task Force) recognizes an ancillary benefit of asset forfeiture is the potential to share federal forfeiture proceeds with cooperating state and local law enforcement agencies through equitable sharing. The Equitable Sharing Program (Program) enhances cooperation among federal, state, local, and tribal law enforcement by providing valuable additional resources to each Task Force member agency. Equitable sharing funds are designed to supplement and enhance, not supplant, appropriated agency resources.

The Task Force understands that federal law authorizes the Attorney General and the Secretary of the Treasury to share federally forfeited property with participating state and local law enforcement agencies. The Task Force understands that the exercise of this authority is discretionary and limited by statute and sharing is not required in any case. In addition, the Task Force understands that sharing is only available from net proceeds after recovery of government expenses and payment of victim compensation. The amount shared for each asset will bear a reasonable relationship to the degree of direct participation of the Task Force as a whole and the decision maker will consider the sharing recommendations outlined in this section based on qualitative factors such as unique contributions and financial obligations of the Task Force.

Responsible Party(ies):

Chief Jeff Katers - Chief of Police.
Captain Brad Bluml - Supervisor of Ramsey's Drug Task Force Investigator.

Outcome:

Staff recommends signing the Memorandum Of Understanding, as this will keep all the forfeiture funds consolidated to supplement the task force operations. This will also save staff time from having to manage a portion of these funds, conduct audits, and other record keeping, if each partner agency did this on their own.

Attachments

DTF Equitable Sharing MOU

Form Review

Inbox	Reviewed By	Date
Jeff Katers	Jeff Katers	11/08/2018 10:05 AM
Kurt Ulrich	Kurt Ulrich	11/08/2018 10:10 AM
Form Started By: Brad Bluml		Started On: 10/29/2018 11:47 AM
Final Approval Date: 11/08/2018		

MEMORANDUM OF UNDERSTANDING AND AGREEMENT FOR FEDERAL EQUITABLE SHARING FOR THE ANOKA-HENNEPIN NARCOTICS AND VIOLENT CRIMES TASK FORCE

The Anoka-Hennepin Narcotics and Violent Crimes Task Force (Task Force) recognizes an ancillary benefit of asset forfeiture is the potential to share federal forfeiture proceeds with cooperating state and local law enforcement agencies through equitable sharing. The Equitable Sharing Program (Program) enhances cooperation among federal, state, local, and tribal law enforcement by providing valuable additional resources to each Task Force member agency. Equitable sharing funds are designed to supplement and enhance, not supplant, appropriated agency resources.

The Task Force understands that federal law authorizes the Attorney General and the Secretary of the Treasury to share federally forfeited property with participating state and local law enforcement agencies. The Task Force understands that the exercise of this authority is discretionary and limited by statute and sharing is not required in any case. In addition, the Task Force understands that sharing is only available from net proceeds after recovery of government expenses and payment of victim compensation. The amount shared for each asset will bear a reasonable relationship to the degree of direct participation of the Task Force as a whole and the decision maker will consider the sharing recommendations outlined in this section based on qualitative factors such as unique contributions and financial obligations of the Task Force.

The purpose of this section of the MOU is to designate the Anoka County Sheriff's Office as the fiduciary agency for the Task Force. The Anoka County Sheriff's Office agrees to submit sharing requests for all seizures involving the Task Force. All Task Force member agencies agree and understand that all sharing will be awarded to the Anoka County Sheriff's Office and all sharing funds will be retained by the Anoka County Sheriff's Office for Task Force expenses.

The Task Force understands that for the Anoka County Sheriff's Office to receive shared funds, they must be compliant with Program guidelines and reporting requirements. The Agency Head of the Anoka County Sheriff's Office and the Anoka County Administrator must annually sign the Equitable Sharing Agreement and Certification (ESAC) report. By signing and submitting the ESAC report, the Anoka County Sheriff's Office and its jurisdiction agree to abide by all policies set forth in the current *Guide to Equitable Sharing for State and Local Law Enforcement Agencies* and all subsequent updates.

Sharing Request Submissions: Sharing requests may be submitted by the Anoka County Sheriff's Office on behalf of the Task Force at any time following the seizure, but no later than

45 days after forfeiture. Only one sharing request will be submitted by the Anoka County Sheriff's Office on behalf of the Task Force for each asset. Should any Task Force member agency provide assistance in an investigation that is unrelated to the Task Force, the member agency may also submit a sharing request based solely on that contribution.

Financial Management Requirements: Equitable sharing funds are awarded to one single agency, the Anoka County Sheriff's Office (fiduciary), designated by the Task Force. The Anoka County Sheriff's Office may spend equitable sharing funds for the payment of Task Force expenses. The Anoka County Sheriff's Office may earmark funds awarded from cases involving the Task Force for such expenses. The Anoka County Sheriff's Office will maintain all federally shared funds in separate revenue accounts/accounting codes by the Anoka County Sheriff's Office jurisdiction. These funds will be treated in the same manner as appropriated funds, including procedures for all procurement and approval processes and inclusion in all single audit requirements by the jurisdiction.

Funds may be expended in support of task force operations, such as paying leases and renting undercover vehicles and cell phones. The Task Force member agencies will not submit individual sharing requests, nor will member agencies receive funds from the Anoka County Sheriff's Office.

The Task Force may deviate from awarding its full share to the Anoka County Sheriff's Office on a case-by-case basis as needed upon concurrence of all task force member agencies and must be equitable, in writing, and agreed upon prior to the onset of the investigation. Deviations from the agreed upon percentages generally would occur only in rare and unique situations involving cases where a larger than usual sharing may occur.

Change in Participation: This portion of the Agreement/Memorandum of Understanding will be updated each time a change in Task Force member or manpower contribution occurs and/or if a change in financial or administrative responsibilities occurs.

Dissolution: Should the Task Force disband, or a member agency withdraw from the Task Force, all funds currently in the Anoka County Sheriff's Office possession remain with the Anoka County Sheriff's Office. No funds will be transferred to any agency at any time, including upon departure from the Task Force, except with written approval from the Money Laundering and Asset Recovery Section.

Jurisdiction Concurrence: By signing below, the Anoka County Sheriff certifies that all funds will be maintained in the same manner as all appropriated funds and expenditures will be subject to all jurisdictional policies and procedures for procurement and disposal of tangible items purchased with shared funds. Equitable sharing funds will be included in the

jurisdiction's Single Audit and subject to the OMB *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*.

SIGNATURES

All parties to this agreement need not sign the same copy of the agreement. An original agreement signed by each party to this agreement shall be maintained in the Office of the Anoka County Sheriff.

DATE:_____ County of Anoka

By:_____
Rhonda Sivarajah

Its: County Board Chair

By:_____
Jerry Soma

Its: County Administrator

By:_____
James Stuart

Its: Sheriff

Approved as to Form

By: _____
Bryan R. Lindberg

Its: Attorney

SIGNATURES

All parties to this agreement need not sign the same copy of the agreement. An original agreement signed by each party to this agreement shall be maintained in the Office of the Anoka County Sheriff.

DATE:_____ City of Anoka

By:_____
Phil Rice

Its: Mayor

By:_____
Greg Lee

Its: City Manager

By:_____
Eric Peterson

Its: Chief of Police

SIGNATURES

All parties to this agreement need not sign the same copy of the agreement. An original agreement signed by each party to this agreement shall be maintained in the Office of the Anoka County Sheriff.

DATE:_____ City of Blaine

By:_____
Tom Ryan

Its: Mayor

By:_____
Clark Arneson

Its: City Manager

By:_____
Brian Podany

Its: Director of Public Safety

SIGNATURES

All parties to this agreement need not sign the same copy of the agreement. An original agreement signed by each party to this agreement shall be maintained in the Office of the Anoka County Sheriff.

DATE:_____ City of Champlin

By:_____
Ryan Karasek

Its: Mayor

By:_____
Bret Heitkamp

Its: City Administrator

By:_____
Ty Schmidt

Its: Chief of Police

SIGNATURES

All parties to this agreement need not sign the same copy of the agreement. An original agreement signed by each party to this agreement shall be maintained in the Office of the Anoka County Sheriff.

DATE:_____ City of Columbia Heights

By:_____
Donna Schmitt

Its: Mayor

By:_____
Walter R. Fehst

Its: City Manager

By:_____
Lenny Austin

Its: Chief of Police

SIGNATURES

All parties to this agreement need not sign the same copy of the agreement. An original agreement signed by each party to this agreement shall be maintained in the Office of the Anoka County Sheriff.

DATE:_____ City of Coon Rapids

By:_____
Jerry Koch

Its: Mayor

By:_____
Matt Stemwedel

Its: City Manager

By:_____
Brad Wise

Its: Chief of Police

SIGNATURES

All parties to this agreement need not sign the same copy of the agreement. An original agreement signed by each party to this agreement shall be maintained in the Office of the Anoka County Sheriff.

DATE:_____ City of Fridley

By:_____
Scott Lund

Its: Mayor

By:_____
Walter Wysopal

Its: City Manager

By:_____
Brian Weierke

Its: Director of Public Safety

SIGNATURES

All parties to this agreement need not sign the same copy of the agreement. An original agreement signed by each party to this agreement shall be maintained in the Office of the Anoka County Sheriff.

DATE:_____ City of Maple Grove

By:_____
Mark Steffenson

Its: Mayor

By:_____
Heidi Nelson

Its: City Administrator

By:_____
Eric Werner

Its: Chief of Police

SIGNATURES

All parties to this agreement need not sign the same copy of the agreement. An original agreement signed by each party to this agreement shall be maintained in the Office of the Anoka County Sheriff.

DATE:_____ City of Ramsey

By:_____
John LeTourneau

Its: Mayor

By:_____
Kurt Ulrich

Its: City Administrator

By:_____
Jeff Katers

Its: Chief of Police

SIGNATURES

All parties to this agreement need not sign the same copy of the agreement. An original agreement signed by each party to this agreement shall be maintained in the Office of the Anoka County Sheriff.

DATE:_____ City of Rogers

By:_____
Rick Ihli

Its: Mayor

By:_____
Steve Stahmer

Its: City Administrator

By:_____
Jeffrey Beahen

Its: Chief of Police

CC Regular Session **4. 4.**

Meeting Date: 11/13/2018

By: Katie Schmidt, Administrative Services

Information

Title

Approve the Following Meeting Minutes:

1. City Council Work Session dated 10/23/2018
2. City Council Regular dated 10/23/2018

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 10/23/2018
2. City Council Regular dated 10/23/2018

Attachments

10-23-18 WS Minutes

10-23-18 Minutes

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	11/08/2018 09:55 AM
Form Started By: Katie Schmidt		Started On: 11/08/2018 08:10 AM
Final Approval Date: 11/08/2018		

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 23, 2018, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

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

Also Present: City Administrator Kurtis Ulrich
Finance Director Diana Lund
Fire Chief Matt Kohner
Police Chief Jeff Katers
Parks and Assistant Public Works Superintendent Mark Riverblood
Public Works Superintendent Grant Riemer
Administrative Services Director Colleen Lasher
Community Development Director Timothy Gladhill
City Engineer Bruce Westby

1. CALL TO ORDER

Acting Mayor LeTourneau called the City Council Work Session to order at 5:36 p.m.

2. TOPICS FOR DISCUSSION

2.01: Budget Work Session: 2019 Capital Equipment and 2019-2028 Capital Improvement Plan (CIP)

Finance Director Lund reviewed the staff report regarding the 2019 Capital Equipment Plan.

Police Chief Katers provided additional information on the benefit of using LOGIS software and equipment.

Acting Mayor LeTourneau asked if that first step/item for the server is included in the budget.

Finance Director Lund confirmed that the amount of $737,450 is included in the general fund budget and is offset by the equipment fund.

Councilmember Kuzma asked for details on engineering and whether the documents from engineering are backed up.

Community Development Director Gladhill stated that the development plans are still scanned and stored through Laserfiche and is part of the server space issue as plans are becoming larger. He noted that there are still older plans that would benefit from being scanned in, but there is not available space on the server for those additional files.

Councilmember Kuzma commented that it would be helpful to have additional space to have those older files scanned, which would make information more readily available.

Fire Chief Kohner provided additional details on how it would be helpful to have more information on building plans readily available in the case of fires to determine where certain elements are in buildings or whether there is a clean room in a commercial/industrial building.

Acting Mayor LeTourneau confirmed the consensus of the Council to move forward with the server and backup as it is a necessary item.

Fire Chief Kohner provided additional details on a training tool that will allow fire training where live fire is not practical. He stated that the limitations on live burns are becoming stricter and there are simply not houses available. He stated that this tool would simulate live fires and could be used in any location.

Councilmember Riley asked if any of the members on the joint task force would have that system available to share use.

Fire Chief Kohner replied that no other departments in Anoka County on the task force have that tool available. He noted that he could bring up the topic at an upcoming joint meeting to determine if there would be interest in shared use and cost-sharing.

Acting Mayor LeTourneau stated that this would be a unique tool that would provide necessary experience for training, therefore providing substantial return on the investment.

Fire Chief Kohner agreed noting that currently the department is paying $1,000 to $2,000 per training session for participation in a live fire training scenario and that would become a cost savings if the training tool is purchased.

Councilmember Johns asked if Nowthen would be contributing towards the cost.

Fire Chief Kohner replied that Nowthen would not be contributing towards the cost. He stated that the cost of $15,000 is fairly inexpensive compared to some of the other training and equipment costs.

Acting Mayor LeTourneau confirmed the consensus of the Council to leave this item in the budget with direction to look for additional cost-share possibilities or rental of the equipment to other departments in an attempt to recoup costs.

Councilmember Riley asked for input on why different departments use different models of vehicles.

Public Works Superintendent Riemer stated that the decision is based upon the vendor that obtains the State contract as well as use of the vehicle and location for service.

Police Chief Katers agreed that the State contract plays a factor in the type of vehicles that are purchased as well as the location for servicing.

Finance Director Lund noted that in the near future Ford will only be making the Mustang and therefore she is unsure what the will replace the Fords. She noted that it will depend upon which vendor obtains the State contract and that is why the specific vehicle is not identified and it is simply listed for replacement.

Councilmember Riley asked if the retired police vehicles could be used by another department.

Police Chief Katers stated that an assessment is done to determine when a police vehicle should be retired, based on the condition of the vehicle and cost for repair and maintenance. He confirmed that some retired vehicles are passed down to public works. He provided additional input on how the police fleet vehicles are selected.

Councilmember Shryock stated that some items on the list identify a fund while others do not. She asked where funding would come from for those items without a source identified.

Finance Director Lund provided additional details on the funding sources.

Public Works Superintendent Riemer provided details on the sidewalk clearing machine that the department uses that was purchased in 2006 for snow removal. He stated that with one machine it takes three days to clear all the sidewalks, if there is no additional snow during that time. He explained that if it snows within that three-day period, the process starts over beginning with The COR and school. He stated that there are additional residential developments and the second school that is being constructed and therefore it would be helpful to have another sidewalk clearing machine to make the process more efficient.

Councilmember Johns agreed that she does hear comments asking when sidewalks will be cleared.

Acting Mayor LeTourneau confirmed the consensus of the Council to support that purchase.

Finance Director Lund provided details on how the excess revenue over expenditure is allocated each year and additional details on funding.

City Administrator Ulrich stated that the plan would be funded for this year and therefore the discussion on funding could be postponed and would not need to occur tonight.

Councilmember Riley stated that perhaps there would be discussion on using funds that the City already has, such as using the landfill fund. He stated that the thought was always not to use the

landfill fund, but the City will not be responsible for cleaning up that site and therefore perhaps using that fund and other funds would be a good choice.

City Administrator Ulrich stated that a future worksession discussion will focus on the needs for future years and additional discussion on funding mechanisms.

Finance Director Lund reviewed the staff report regarding the 2019-2028 Capital Improvement Plan.

Riverblood provided input on recent discussion from the Park Commission.

Councilmember Kuzma stated that he would want to remove the item from the CIP completely.

Councilmember Riley stated that the comment has been made repeatedly from residents that they would like a community center and therefore he would support a study that would determine feasibility.

Councilmember Shryock stated that she likes keeping the item on the CIP but pushed out to the end to continue to keep the item as a possibility. She stated that keeps the item on the radar should the right opportunity come forward.

Councilmember Johns confirmed that she would also like to keep the community center on the list as residents do want the item and you never know when the opportunity will arise.

Councilmember Kuzma stated that the City has a need for a public works campus far beyond the need for a community center. He stated that with the other buildings that the City currently maintains and needs, he does not see the benefit in wasting time worrying about a community center.

Acting Mayor LeTourneau stated that perhaps prioritization would be a good idea.

Councilmember Johns agreed that a public works campus would come before a community center. She noted that the idea was never to fully fund a community center but to find an opportunity where the City would have a partner in the endeavor.

City Administrator Ulrich stated that placing the item on the last year of the CIP would show the priority. He stated that perhaps there will be a time in the future when a community center would become feasible.

Councilmember Shryock asked if there has ever been a policy that requires the City to have a portion of the money upfront, before bonding for the remainder of the cost of a project.

Finance Director Lund replied that there is not a policy as the City has not completed a number of large projects in the past. She provided details on the public works campus project, including the portion of the cost that would come from bonding and the other funds that would be proposed for use. She provided details on proposed road bonding for the next ten years.

Councilmember Riley commented that he does not believe that a water treatment facility is needed or will be needed in the next ten years and should be removed from the list.

City Administrator Ulrich provided background information on the restrictions that were placed on Ramsey ten years ago by the DNR and the surface water study which was completed as a result. He stated that the City flushes twice per year because of the sediment in the water. He stated that the decision was made in the past that the City would not construct a water treatment facility alone, as it would need to be a regional facility. He stated that there is an agenda item tonight at the regular meeting which will ask the Council to discuss a regional water treatment study.

Councilmember Riley noted that the item on the CIP is for treating the well water, which has never been done.

Acting Mayor LeTourneau confirmed the consensus of the Council to leave the item on the CIP at this time to allow additional discussion.

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

Administrative Services Director Lasher recommended that the Council move to closed sessions to continue discussions on the ongoing contract negotiations.

Motion by Councilmember Riley, seconded by Councilmember Shryock, to recess the meeting to Closed Session at 6:40 p.m.

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

The meeting reconvened to Open Session at 6:57 p.m.

Administrative Services Director Lasher stated that the Council and staff discussed union negotiations.

3. TOPICS FOR FUTURE DISCUSSION

3.01: Review Future Topics/ Calendar

Councilmember Riley stated that he would like to discuss how engineering services are billed to the City for City projects on a future agenda.

4. MAYOR / COUNCIL / STAFF INPUT

None.

5. ADJOURNMENT

The Work Session of the City Council 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.

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 23, 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
Public Works Superintendent Grant Riemer

1. CALL TO ORDER

Acting Mayor LeTourneau called the Closed Session of the City Council to order at 6:40 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 Kuzma, seconded by Commissioner Johns, to adjourn the Closed Session.

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

The Closed Session was adjourned at 6:57 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 23, 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
Public Works Superintendent Grant Riemer
Community Development Director Timothy Gladhill
City Engineer Bruce Westby
City Planner Chloe McGuire Brigl
City Planner Chris Anderson

1. CALL TO ORDER

Acting Mayor LeTourneau called the regular meeting of the Ramsey City Council to order at 7:03 p.m., followed by the Pledge of Allegiance led by Acting Mayor LeTourneau.

2. PRESENTATION

There were none.

3. CITIZEN INPUT

Shauna Schwartz, 6998 170th Trail NW, requested to change some of the City's ordinances. She stated that her family has lived in Ramsey for 15 years and during that time, the community has gone through a number of changes. She stated that the old ordinances were designed for the old Ramsey and not the new more developed Ramsey. She provided a list of the ordinances to staff and summarized a list of benefits that would be provided to both staff and residents if these changes were made.

Acting Mayor LeTourneau thanked Ms. Schwartz for her input. He agreed that some of the ordinances that were created for the original rural Ramsey community may not fit as well with

the more developed and dense areas of the community. He stated that staff and the Council are willing to review the ordinances to improve the conditions that Ms. Schwartz is experiencing.

4. CONSENT AGENDA

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

4.01: Receive September 2018 Financial Reports – General Fund and Enterprise Funds
4.02: 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

4.03: Approve the following Meeting Minutes:
1) City Council Work Session dated October 9, 2018
2) City Council Regular dated October 9, 2018

4.04: Approve Licenses:
4.05: 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
4.06: Adopt Resolution #18-200 Site Plan and a Conditional Use Permit at 9500 156th Avenue NW Allowing Outdoor Storage as a Principle Use Contingent Upon Compliance with the Staff Review and City Engineer Approval
4.07: Adopt Resolution #18-225 Approving Lease Agreement with Todd Bialon (EZ Auto)
4.08: Adopt Resolution #18-226 Approving 2019 Municipal Recycling Funding Request to Anoka County

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

5. APPROVE AGENDA

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

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

6. PUBLIC HEARING

There were none.

7. COUNCIL BUSINESS

7.01: Consider Adopting Resolution #18-223 Granting Revised Site Plan Approval of Regency Ponds Self Storage Facility

Acting Mayor LeTourneau noted this item has been tabled at the request of the applicant.

7.02: 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)**

City Planner Anderson reviewed the staff report and recommendation to 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 address an issue that has been known for some time 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.

Councilmember Riley asked for additional details on a Conditional Use Permit in general.

City Planner Anderson reported that if approved a Conditional Use Permit would be recorded with the land and not the property owner and would therefore run in perpetuity as long as the use remains compliant with the conditions. He explained that the City is not obligated to approve a conditional use and reviewed some of the elements that are considered to determine if a use is appropriate for a specific property.

Councilmember Johns stated that it would be nice to see something happen in that area as it has been a vacant site for some time and therefore this seems to be a good reuse of the property.

Acting Mayor LeTourneau stated that the neighboring property owner, Total Defense, has been a great community partner and business in the community and has expressed support for this application.

Yakov Gradinar, applicant, stated that they have relocated from Portland, Oregon and believe that this would be a good opportunity to reuse the bank building. He stated that they have had a great experience in working with City staff. He stated that as the church congregation grows in the future they would like work with the City to further remodel the building.

Motion by Councilmember Johns, seconded by Councilmember Kuzma, to waive the City Charter requirement to read the ordinance aloud and to Adopt Ordinance #18-15 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.

A roll call vote was performed by the Recording Secretary:

Councilmember Shryock	aye
Councilmember Riley	aye
Councilmember Johns	aye
Councilmember Kuzma	aye
Acting Mayor LeTourneau	aye

Motion carried.

Motion by Councilmember Johns, seconded by Councilmember Kuzma, to Adopt Resolution #18-208 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 Avenue NW

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

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

Community Development Director Gladhill reviewed the staff report and recommendation from the EDA at their October 11 meeting to approve participation in the Anoka County Regional Economic Development Partnership and authorize entering into a Memorandum of Understanding (MOU) and Voluntary Cost Share Agreement. He noted that the contribution amount for the City of Ramsey would be $1,506 and it could be funded through the Ramsey HRA Fund held at Anoka County.

Councilmember Kuzma asked for more information on the Ramsey HRA Fund.

Community Development Director Gladhill stated that the fund was originally established for the Anoka County Savannah Oaks development on Highway 5 and St. Francis Boulevard. He provided additional details on the fund and how it can be used.

Councilmember Kuzma commented that this would be a good investment on the part of the City and could help to bring in additional businesses to the community.

Councilmember Riley stated that the new Economic Development Specialist at the County is offering help to all the member cities to increase marketing, which will be a good opportunity for the City of Ramsey in return for a small financial contribution.

Acting Mayor LeTourneau also expressed support for this initiative. He expressed thanks for the efforts of Connexus Energy and Metro North, which resulted in the study and being able to move forward in a way that will benefit not only Ramsey but the other communities in Anoka County as well. He believed that this would be a great step forward that could bring forth additional opportunities.

Councilmember Shryock stated that the MOU is for 2019 and asked if this would be revisited in future years.

Community Development Director Gladhill stated that this would be for 2019 and as the partnership continues, the participation would be evaluated on an annual basis.

Motion by Councilmember Riley, seconded by Councilmember Johns, to approve participation in the Anoka County Regional Economic Development Partnership and to authorize entering into a Memorandum of Understanding and Voluntary Cost Share Agreement, subject to City Attorney approval.

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

7.04: Provide Feedback on Preliminary Plat Application for Shade Tree Cottages; Case of Shade Tree Communities

City Planner McGuire Brigl reviewed the staff report and asked for general feedback for the applicant on whether the proposal would be approved or if there is anything specific that the applicant should add to their plans.

Councilmember Johns commented on the proximity to the development to the north and asked the type of transitioning that would be provided as the uses are not complementary.

Community Development Director Gladhill stated that there would be a 28-foot private road with buffering. He stated that the overall density of the site is low because of the amount of wetland on the site. He explained that the density is then clustered because of the unbuildable areas. He stated that there have been comments from neighboring property owners against this development and noted that there have been workshops held to have additional public discussion. He noted that ultimately the Planning Commission tabled the topic at their meeting earlier this month. He stated that the property is zoned low density residential but the issue that has arisen from residents is with the lot sizes proposed. He stated that the density transitioning would be met with the private road and buffering.

City Planner Brigl stated that there would also be a retaining wall as the property to the north is on higher ground and therefore the properties to the north would be looking more at rooftops. She stated that a public workshop was held in the spring and many of the residents at that time stated that they loved the wetlands and would like them protected but acknowledged that development was coming for this site.

Councilmember Riley asked if there are any concerns with preserving the wetlands or with the development of land near the wetlands.

City Planner Brigl noted that this application would meet the setback requirements from the wetland. She noted that the applicant would need to obtain a permit from the Lower Rum River Water Management Organization (LRRWMO) and would also need to have a review from the engineering department. She confirmed that the proposed cul-de-sac would be within the allowed length.

Acting Mayor LeTourneau asked if the Environmental Policy Board (EPB) has had a chance to review this request.

City Planner Anderson did not believe that this case has been before the EPB. He stated that he can review the records and if the group has not reviewed the case that could occur. He stated that the buffer requirements are through the LRRWMO and would help to filter and prevent sediment that would be generated by construction from going into the wetland.

Acting Mayor LeTourneau stated that it appears that there has been thorough discussion but agreed that if the case had not gone before the EPB, it would be a good idea for that group to provide input.

Councilmember Shryock acknowledged that this area is lower and asked if there would be basements on these homes.

Mark Strandland, Shade Tree, replied that a number of the homes would have basements.

Councilmember Shryock asked if there would be an HOA to maintain the private road.

Mr. Strandland confirmed that an HOA would maintain the road and common ground on the property along with the common amenities.

Councilmember Shryock stated that sometimes when there is a wetland buffer, residents can become confused on where their property lines are and asked if there would be clear delineation of where the property line is near the wetland.

City Planner Brigl stated that encroachment on the wetland buffer is less likely to occur with a detached townhome product but noted that staff can work with the applicant if desired to provide further delineation.

Mr. Strandland stated that the HOA would maintain the common areas and there would be architectural controls to ensure that homeowners do not encroach on the wetland buffer areas.

Councilmember Shryock stated that she would be interested to know more about whether the trails would be public versus private.

Mr. Strandland replied that is still being discussed, but believed the trails would be public to provide further benefit to the public.

Councilmember Riley asked for details on the private road and why the width would be smaller than normal.

Mr. Strandland stated that the road would be maintained by the association and the smaller width would provide a larger buffer between the property and the adjacent properties to the north.

Community Development Director Gladhill stated that staff is comfortable with that width because the road will be privately maintained. He confirmed that public safety is not a concern with the road width.

Councilmember Johns asked if Potassium is within the plat and whether improvement to that road would occur with this project.

City Planner Brigl confirmed that would be a part of this plat. She noted that the road is currently a 20-foot-wide gravel road and would become a 24-foot-wide paved roadway with this project. She confirmed that she did receive the input desired from the Council tonight.

7.05: Consider Adoption of Resolution #18-217 Supporting Metropolitan Council Funded Study for Northwest Metropolitan Area Regional Surface Water Supply System

City Engineer Westby reviewed the staff report and recommendation 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. He noted that on October 16, 2018 the Public Works Committee reviewed the draft resolution and adopted a motion to pass the resolution on to the 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 the 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 course. Instead, staff believes that the study will provide valuable information to the cities for guidance in future water supply planning efforts.

Councilmember Riley stated that it speaks volumes that Ramsey asked its neighbors and they all declined. He stated that when Blaine was looking for permission to drill new wells, they commissioned a study where they turned on all their pumps and ran them steady for one week to determine if there was an effect on the aquifer and there was little to no effect. He stated that the

DNR recently stated that they used state of the art groundwater flow models for White Bear Lake and found that the levels of the lake would be sustainable. He believed that it would be crazy for Ramsey to study an expensive way to obtain lower quality, more expensive water, and therefore he would not support this action. He stated that he also does not support anything that brings the Metropolitan Council into Ramsey.

Councilmember Kuzma asked if there is a cost to the City to have the study completed.

City Engineer Westby confirmed that the only cost to the City would be the staff time used.

Councilmember Kuzma asked if there is a known length of time before there would be issues with the aquifer.

City Engineer Westby replied that there is no known timeline. He stated that as far as staff can tell the system is operating fine. He noted that before another well could be drilled, a study would need to be done to determine the best locations. He confirmed that there are no known issues with the aquifer at this time. He stated that this would allow the City to look at a more sustainable water supply source that recharges more quickly. He stated that the City has had these discussions with the DNR and Metropolitan Council and even if the City chose to move forward with surface water, groundwater could be used as a backup.

Councilmember Shryock stated that Ramsey only has one aquifer available and asked how unique that is in the metro area. She asked the type of information that would be provided through the study.

City Engineer Westby replied that the study would look at the alternatives and options for this area for surface water supply. He stated that it would explore the feasibility of a surface water supply, plant and potential cost. He was unsure of the number of communities that only have one aquifer available to draw from. He stated that there are roughly seven or eight aquifers available to different communities in the metro area because of the different depths. He stated that there is one more aquifer below the aquifer Ramsey uses, but Ramsey is not allowed to use that aquifer.

Acting Mayor LeTourneau asked if the adjacent communities in Anoka County are also accessing the same aquifer that Ramsey utilizes.

City Engineer Westby replied that many other communities have access to the same aquifer that Ramsey uses, but noted that some of those communities have access to additional aquifers.

Acting Mayor LeTourneau stated that it was his recollection that the region is worried about the growth in the region and how that will affect the aquifer in the future, rather than the current demand. He stated that the greatest area of recharge is within the Ramsey area and therefore there was concern on how to meet the recharge demand at a rate that will equal the rate of use in the future.

City Engineer Westby confirmed that Ramsey is within the Anoka sandplain and is able to recharge the aquifer more quickly, while some other communities are not able to do that. He stated that the price for being located in the Anoka sandplain is the responsibility for assisting in the recharge.

Acting Mayor LeTourneau stated that he believes it would make sense to participate in the study.

City Engineer Westby stated that when staff has reached out to communities in the past, a lot of the discussions go towards cost and the City has not had information on cost to share. He stated that a benefit of this study would be providing some of those cost estimates which could be shared with other communities and potentially bring in other additional communities.

Councilmember Johns asked if there would be a shelf life for the study as Ramsey already has plans for a number of years in the future.

City Engineer Westby acknowledged that there is always a shelf life for plans but noted that the results of the study, by and large would have a fairly long shelf life.

Councilmember Riley stated that the study does not need to be done to determine that this will be a much more expensive source of water. He stated that it also does not coordinate well with the current water supply system or systems used by the neighboring communities. He believed that the answer would be that this would be too expensive and therefore did not see a purpose in doing the study.

Councilmember Shryock stated that perhaps the information in the study would bring interest from additional communities in future participation. She stated that having this identification of a potential location for a treatment center could bring in additional communities.

Councilmember Kuzma stated that while he can understand the comments of Councilmember Riley, he believed that it is helpful to have options on the table. He stated that if there was an issue with the aquifer in the future, he would like to have options.

Motion by Councilmember Kuzma, seconded by Councilmember Shryock, to Adopt Resolution #18-217 Supporting Metropolitan Council Study for Northwest Metropolitan Area Regional Surface Water Supply System.

Further discussion: Councilmember Shryock stated that while she understands that there are concerns in working with the Metropolitan Council, State statute does not allow the Met Council to require the City to do anything with the study results. Councilmember Johns agreed that this would be a planning document. Acting Mayor LeTourneau acknowledged the informed comments of Councilmember Riley. He stated that the study will provide the City with the answers that it needs for this topic. He believed that the City should look for ways to use the Met Council in ways that benefits the City rather than the other way around.

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

7.06: Consider Adoption of Resolution #18-218 Accepting Feasibility Report for Improvement Project #18-02, HY-10 Ramsey Street Reconstructions

City Engineer Westby reviewed the staff report and recommendation 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.

Councilmember Kuzma stated that the property owners provided input and do not want to move forward on the project and therefore he supports the recommendation of staff.

Motion by Councilmember Kuzma, seconded by Councilmember Johns, to Adopt Resolution #18-218 Accepting Feasibility Report for Improvement Project #18-02, HY-10 Ramsey Street Reconstructions and accept the recommendation of staff to shelve the project until such time that it is no longer needed or the adjacent property owners request that the streets be repaired.

Further discussion: Councilmember Riley stated that shelving this project is more than a result of the landowners asking not to move forward. He explained that this area is ripe for redevelopment and therefore the City was already trying to do this project as cheap as possible. He stated that when the landowners asked the City to wait for the redevelopment that seemed to make sense. Acting Mayor LeTourneau stated that part of the City process allows for a group of landowners to object to the project and stop it and asked if the City is following the process appropriately and consistently. City Engineer Westby explained that this situation is different as the City expects redevelopment to happen in this area based on the evidence of all the properties that are for sale. He stated that when redevelopment occurs, the streets will not be in the same configuration. He stated that in the residential neighborhood the roads were not being reconfigured, the City was simply trying to maintain the residential roadway. Acting Mayor LeTourneau stated that his concern is not with the reasoning but whether a project would be verbally petitioned in the future when the policy requires written petition. City Engineer Westby appreciated the input and stated that staff will take that input. He stated that in this situation staff believes that this is the right recommendation. Acting Mayor LeTourneau agreed that this would not be a good use of City resources.

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

7.07: Consider Adoption of Resolution #18-219 Accepting Feasibility Report and Ordering Public Hearing for Improvement Project #19-01, Ford Brook Estates Street Reconstructions

City Engineer Westby reviewed the staff report and recommendation to adopt Resolution #18-219 accepting the Feasibility Report and ordering a public hearing for November 13, 2018 for Improvement Project #19-01, Ford Brook Estates Street Reconstructions. He noted that 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.

Councilmember Johns stated that this will be a great improvement, moving the kids bus stop from 47 into the cul-de-sac.

Motion by Councilmember Johns, seconded by Councilmember Riley, to Adopt Resolution #18-219 Accepting Feasibility Report and Ordering Public Hearing for Improvement Project #19-01, Ford Brook Estates Street Reconstructions.

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

7.08: Consider Adoption of Resolution #18-220 Accepting Feasibility Report and Ordering Public Hearing for Improvement Project #19-02, Brookview Estates Street Reconstructions

City Engineer Westby reviewed the staff report and recommendation to adopt Resolution #18-220 accepting the Feasibility Report and ordering a public hearing for November 13, 2018 for Improvement Project #19-02, Brookview Estates Street Reconstructions. He noted that 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.

Councilmember Johns stated that she was pleased to see the drainage improvements proposed with this project.

Motion by Councilmember Johns, seconded by Councilmember Riley, to Adopt Resolution #18-220 Ordering Feasibility Report for Improvement Project #19-02, Brookview Estates Street Reconstructions.

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

7.09: Consider Adoption of Resolution #18-221 Accepting Feasibility Report and Ordering Public Hearing for Improvement Project #19-03, Wood Pond Hills and Chestnut Ridge Street Reconstructions

City Engineer Westby reviewed the staff report and recommendation 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. He noted that 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.

Motion by Councilmember Shryock, seconded by Councilmember Johns, to Adopt Resolution #18-221 Ordering Feasibility Report for Improvement Project #19-03, Wood Pond Hills and Chestnut Ridge Street Reconstructions.

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

8. MAYOR, COUNCIL AND STAFF INPUT

City Administrator Ulrich announced upcoming meetings and events.

9. ADJOURNMENT

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

Motion carried.

The regular meeting of the City Council adjourned at 9:09 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. 5.**

Meeting Date: 11/13/2018

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

License Applications

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	11/08/2018 03:32 PM
Form Started By: JoAnn Shaw		Started On: 10/30/2018 02:36 PM
Final Approval Date: 11/08/2018		

Report Name: License Report - License Types
Council Dates: 11/13/2018 to 11/13/2018
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					
Ma Xiong Vang	6971 147th Ave NW		11/13/2021	11/13/2018	A
Jared Michelizzi	15441 Sodium St NW		11/13/2021	11/13/2018	A

Rental License Count: 2

Total Licenses: 2

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

CC Regular Session **4. 6.**

Meeting Date: 11/13/2018

By: Jo Thieling, Administrative Services

Information

Title:

Approval of Tuition Reimbursement

Purpose/Background:

All regular City employees are eligible to participate in a degree completion tuition reimbursement program that provides for 50% reimbursement of tuition and books. Subject to the policy provisions, employees can participate based upon the approval by the department head , the HR manager, and City Administrator. Tuition reimbursement requests by the City Administrator are submitted to the City Council for approval.

Notification:

Not applicable

Observations/Alternatives:

The requested course is a required course toward a degree program of public administration. This course is an independent study course focusing research on a relevant public issue of concern. The City's reimbursement for degree program requires that the course be for the purpose of *advanced skill development*, and that the course is *job-related* and deemed to be a *benefit to the employer*.

Funding Source:

The 50% tuition expense would be allocated from budgeted administrative training and professional development. The employee is responsible for the other 50% of the cost.

Recommendation:

It is recommended that the Council approve the tuition reimbursement request for Fall semester 2018 as outlined in the attached *Tuition Reimbursement* form.

Action:

Motion to approve the tuition reimbursement request for the City Administrator for Fall Semester 2018.

Attachments

Tuition Reimbursement Request 2018

Form Review

Inbox	Reviewed By	Date

Kurt Ulrich (Originator)	Kurt Ulrich	11/08/2018 09:55 AM
Kurt Ulrich (Originator)	Kurt Ulrich	11/08/2018 09:56 AM
Form Started By: Kurt Ulrich		Started On: 11/07/2018 02:13 PM
Final Approval Date: 11/08/2018		

Pre-Approval for Tuition Reimbursement

To be eligible for reimbursement of 50% of tuition, books and lab fees, employees must complete and submit this form for approval of the Department Head, Human Resources Manager and City Administrator before registering for a Bachelor's degree or a class.

Eligible classes must be job-related and a benefit to the City or they must be part of a degree program which has been approved by the City Administrator. Satisfactory completion (receipt of C or better or a passing grade) of the course is required for reimbursement. When a "Request for Expense Reimbursement" form is submitted, a receipt for payment of tuition and lab fees, grade transcript, and copy of the completed pre-approval form must be attached.

Reimbursements are on a first come, first served basis and shall not exceed the department budget.

Please complete this form and give it to your department head who will forward it to the other reviewers. The original will be placed in your personnel file and a copy will be returned to you.

Employee name: KURTIS G. ULRICH	**Department:** ADMIN.
Employee number: 109850	**Position:** CITY ADMIN.
Class name: PPA 8992 - Independant Study	**Number of credit hours:** 4
Cost of Tuition per Credit (minus all fees): $775.00	**Estimated Cost of Books:** N/A
School name: HAMLINE UNIVERSITY	**School address (1):** St. Paul, MN
Course dates: Sept to Dec., 2018	**School address (2):**
To be completed by the HR Manager: This employee has been approved by the City Administrator for enrollment in a job-related post-secondary educational program. City Council 11-13-18 Yes, approval date ____ No	

How is this class related to your job? Research related to municipal issues

How will your taking this class benefit the City? Benefit by gaining additional knowledge.

My signature below indicates that I understand the terms of the Tuition Reimbursement Policy, including the following provision: In the event an employee leaves the City, any reimbursement for education received during the 12 months prior to leaving must be returned to the City by the employee.

Employee Signature — Date: 11/7/18

****

Request has been:	Approved	Denied
Department Head's Signature	Date	Date
Human Resources Manager's Signature	Date	Date
City Administrator's Signature	Date	Date

CC Regular Session **4. 7.**

Meeting Date: 11/13/2018

By: Mark Riverblood, Engineering/Public Works

Information

Title

Approve the Establishment of a Trail Easement Over the Westerly 20' Feet of 5195 142nd Avenue

Purpose/Background:

The purpose of this case is to ratify the Economic Development Authorities' approval to place a trail easement over the westerly 20' feet of the city-owned properly commonly referred to as the 'old AMOCO site'. This easement would allow the city to construct a trail parallel to T.H. #47 in the future at such time as additional easements are acquired to the north—and there is funding in place.

A trail in this location is one of the priority locations in the city where there are 'gaps' in the planned-for trail system. This location along the state highway is in the urbanized area and along a high volume roadway, thus improving safety for pedestrians and motorists when the trail would be in place. The first attachment shows the 'cow path' where people are walking on the highway, and then angling through the ROW to the existing trail along the Holiday Station Store.

Notification:

N/A

Observations/Alternatives:

While the alternative exists to 'do nothing at this time' staff does not recomend this, as aquiring an easement in the future from an established business can be complicated, time consuming and potentially costly. It may be noted that a trail when in place, can be a significant benefit to a retail establishment, and therefore can actually add value to this city-owned parcel that is for sale.

It may be further pointed out, that the 20' foot trail easement does not diminish the buildable area of the lot (structure or parking lot), and the easement area may be included, and counted as a landscaped border that may be required of City Code.

In conclusion, the City Attorney explains that it the City cannot grant an easement to 'itself', so this case directs the City Attorney to prepare the legal document(s) to record the aforementioned Trail Easement, with, and at the time of the sale and transfer of the property known as LOT 1, BLOCK 1, RIVER'S BEND PLAZA 2ND ADDITION.

Funding Source:

The authorization of a trail easement does not implicate the city to construct a trail or incur any significant cost. The fees to record the easement are believed to be less than $100 and would be accommodated within the Parks General Fund budget, or from the land sale proceeds.

Recommendation:

The EDA and Staff recommends recording the 20' foot trail easement at the time of sale—and informing any prospective buyer interested in the property.

Action:

Motion to direct the City Attorney and staff to proceed with preparing legal documents as neccessary to record a 20' foot trail easement over the city-owned property at 5195 142nd Ave NW, at the time of sale.

Attachments

'Cow Path' South of Holiday
Context Exhibit
Proposed Trail Location
Easement Exhibit

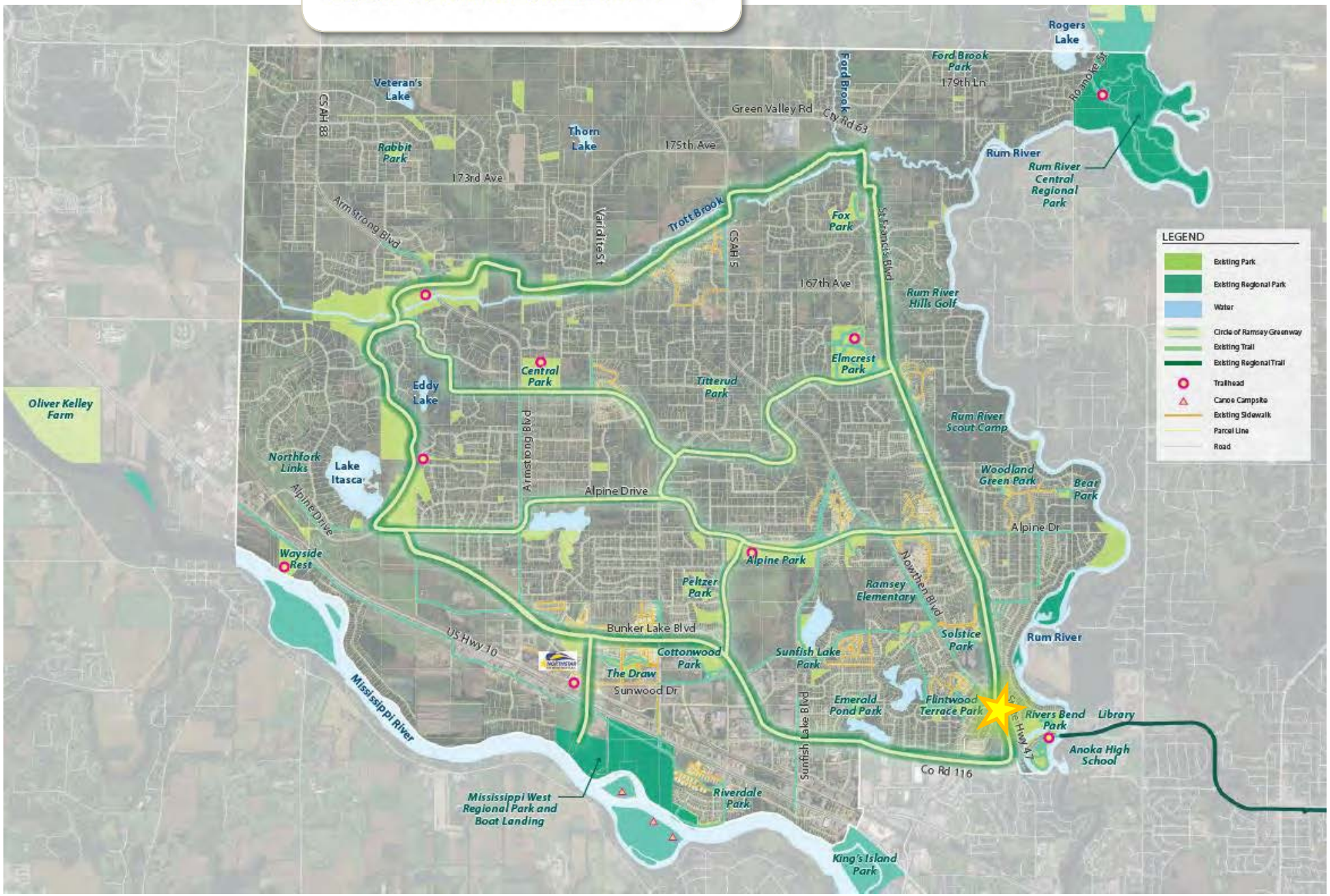
Form Review

Inbox	Reviewed By	Date
Grant Riemer	Grant Riemer	10/17/2018 03:16 PM
Kurt Ulrich	Kurt Ulrich	10/18/2018 10:30 AM
Mark Riverblood (Originator)	Mark Riverblood	10/30/2018 02:19 PM
Kurt Ulrich	Kurt Ulrich	11/08/2018 09:04 AM
Tim Gladhill	Tim Gladhill	11/08/2018 02:53 PM
Form Started By: Mark Riverblood		Started On: 10/16/2018 02:09 PM
Final Approval Date: 11/08/2018		


Holiday

City of RAMSEY

CIRCLE OF RAMSEY GREENWAY



LEGEND

20' WIDE TRAIL EASEMENT REQUIRED

TREE & IRRIGATION SYSTEM CONSIDERATIONS

SLOPE, UTILITY & CULVERT CONSIDERATIONS

PRIOR TO SALE OF PARCEL BY CITY RECORD 20' WIDE TRAIL EASEMENT

20' WIDE TRAIL EASEMENT REQUIRED

TREE & IRRIGATION SYSTEM CONSIDERATIONS

CITY PARCEL

PRIOR TO SALE OF PARCEL BY CITY RECORD 20' WIDE TRAIL EASEMENT

SLOPE CONCERNS, UTILITY & CULVERT CONSIDERATIONS

XKIMO ST NW

142ND AVE NW

SAINT FRANCIS BLVD NW

T32 R25 Sec. 25

#02-0115-00

#02-0115-00

Legend

Parcels

Sections

Index Contour

Intermediate Contour

Public Water Inventory Watercourse

Public Water Inventory Basin

City Parks

0 60 Feet

Source: Anoka County, MnGeo, MnDOT

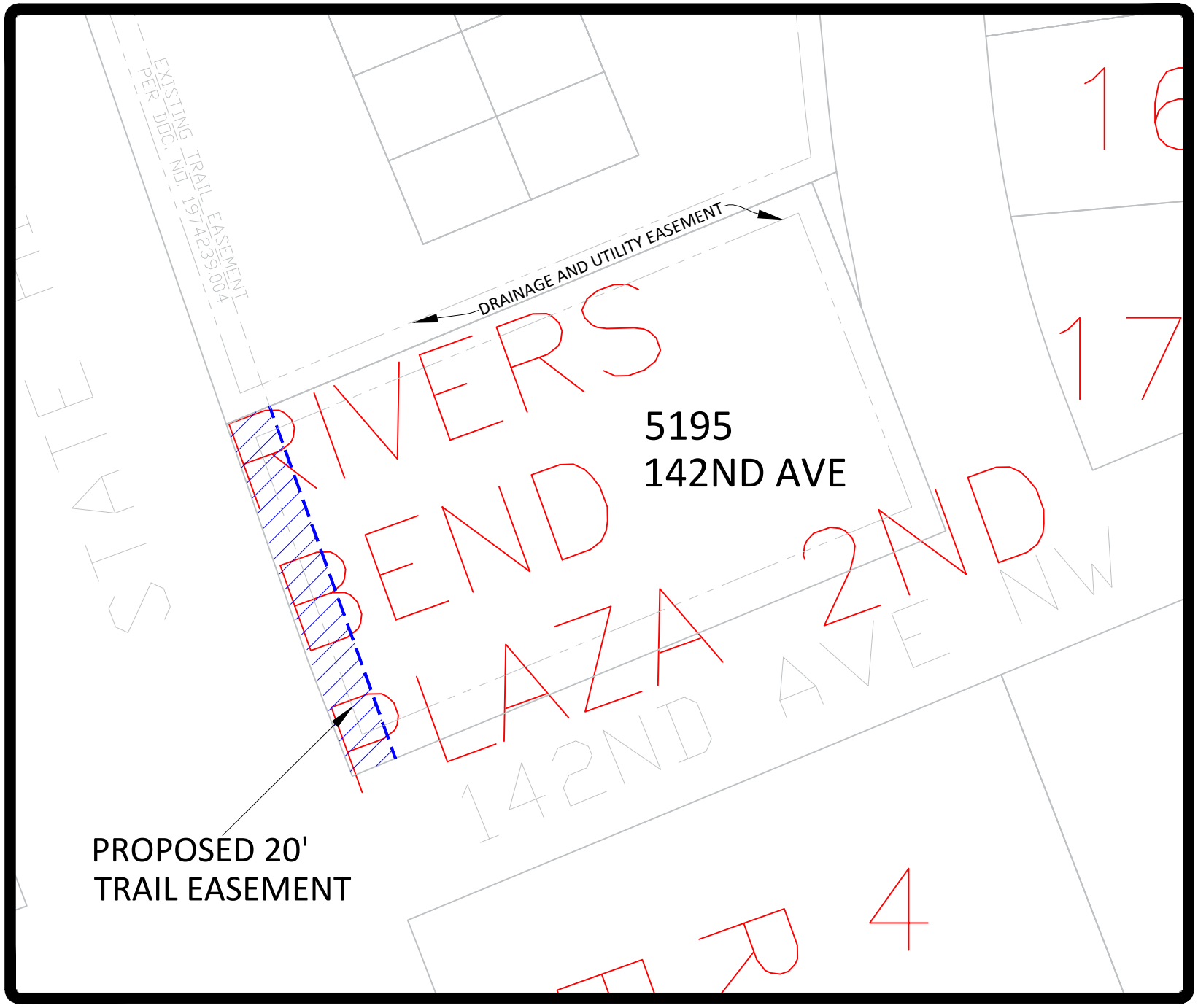
Map Document: \\metrocorp.h1\gis\RAMS\R191232\ESRI\MapsTH47 - Trail - 2\2AAP.mxd
Date Saved: 8/18/2016 6:47:29 AM

PROPOSED 20 FOOT TRAIL EASEMENT
LOT 1, BLOCK 1, RIVER'S BEND PLAZA 2ND ADDITION

0 30 60 90
SCALE (FEET)

Proposed Trail Easement
River's Bend Plaza 2nd Addition

A perpetual easement for public trail over, under and across the Westerly 20.00 feet of Lot 1, Block 1, RIVER'S BEND PLAZA 2ND ADDITION, Anoka County, Minnesota.



CC Regular Session **4. 8.**

Meeting Date: 11/13/2018
Submitted For: Jo Thieling, Administrative Services
By: Jo Thieling, Administrative Services

Information

Title
Approve Request to Declare Surplus Property

Purpose/Background:
Staff is requesting Council declare the following property surplus and authorize sale/disposal of same:

2002 Ford F150
VIN# 2FTRX18W52CA57047
Mileage 129,427

This vehicle was replaced as part of the 2018 budget process.

Staff is requesting Council also declare the following Fire Department property surplus and authorize disposal of same:

60 Self Contained Breathing Apparatus (SCBA) bottles
30 Harnesses

The equipment was used for firefighter respiratory protection. Respiratory protection is used not only in fires but also in environments where chemicals are present or oxygen is absent. The SCBA's have reached their 15-year life expectancy and have been replaced in the 2018 budget. Chief Kohner is requesting authorization to donate the surplus inventory to the Anoka Secondary Technical Education Program (S.T.E.P.) for education purposes.

Recommendation:
Staff recommends Council declare the above named vehicle as surplus and authorize sale/auction of same.

Staff recommends Council declare the above named Fire Department equipment as surplus and authorize donation of same.

Action:
Motion to declare the following item as surplus and authorize sale/auction of same:

2002 Ford F150
VIN# 2FTRX18W52CA57047
Mileage 129,427

- and -

Motion to declare the following Fire Department equipment items as surplus and authorize donation of same:

60 SCBA bottles
30 Harnesses

Attachments

No file(s) attached.

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Jo Thieling	11/06/2018 06:09 PM
Matt Kohner	Kathy Schmitz	11/08/2018 03:57 PM
Kurt Ulrich	Kurt Ulrich	11/08/2018 04:00 PM

Form Started By: Jo Thieling Started On: 11/06/2018 06:28 AM

Final Approval Date: 11/08/2018

CC Regular Session **4. 9.**

Meeting Date: 11/13/2018

By: Jackie Lipski, Finance

Information

Title

Adopt Resolution #18-234 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of October 18, 2018 through November 7, 2018

Action:

Motion to Adopt Resolution #18-234 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of October 18, 2018 through November 7, 2018.

Attachments

Bills List 11/13/2018

Resolution 11/13/2018

Form Review

Inbox	Reviewed By	Date
Diana Lund	Diana Lund	11/06/2018 02:23 PM
Kurt Ulrich	Kurt Ulrich	11/08/2018 09:27 AM
Form Started By: Jackie Lipski		Started On: 11/06/2018 01:40 PM
Final Approval Date: 11/08/2018		

RAMSEY CITY COUNCIL MEETING

11/13/2018

BILLS LIST

DISBURSEMENTS TO BE APPROVED THIS MEETING:

DISBURSEMENT TYPE:	SUBMITTED FOR APPROVAL
Purchase Journal:	
Prepaids 10/18/18-11/7/18	582,292.99
Accounts Payable 10/18/18-11/7/18	240,086.02
Payroll 10/19/18 & 11/2/18	338,933.49

TOTAL SUBMITTED FOR APPROVAL THIS MEETING **$ 1,161,312.50**

	APPROVED PREV. MTG	2018 Y.T.D.
DISBURSEMENTS PREVIOUSLY APPROVED AND PAID:		
NET PAYROLL TOTAL	$ 159,499.59	$ 3,446,729.39
- CORRECTION TO PAYROLL		
PREPAIDS	719,255.96	7,249,579.26
- PREPAID ADJUSTMENTS		
WIRE TRANSFERS FOR DEBT SERVICE	0.00	989,980.66
- CORRECTION TO D.S.		
ACCOUNTS PAYABLE INVOICING - PREVIOUS MEETING:		
- BILLS LIST SUBMITTED	232,279.37	5,568,597.88
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	**$ 1,111,034.92**	**$ 19,986,875.88**

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
107116	**10/18/2018**		**100012 ACE SOLID WASTE INC**						
		659.45	MISC PW ACCTS		93849	4230324	0311.6374		REFUSE/RECYCLING
		206.53	MISC PW ACCTS		93849	4230324	0194.6374		REFUSE/RECYCLING
		457.19	MISC PW ACCTS		93849	4230324	0452.6374		REFUSE/RECYCLING
		219.81	MISC PW ACCTS		93849	4230324	9601.6374		REFUSE/RECYCLING
		219.82	MISC PW ACCTS		93849	4230324	9602.6374		REFUSE/RECYCLING
		132.64	MISC PW ACCTS		93849	4230324	9604.6249		MISCELLANEOUS OPERA
		219.81	MISC PW ACCTS		93849	4230324	9605.6374		REFUSE/RECYCLING
		2,115.25							
107117	**10/18/2018**		**112663 CAPSTONE HOMES INC**						
		1,500.00	ERO ESC REFUND 15034 RABBIT ST		93850	A116480	9804.6433	00116480	REFUNDS
		1,500.00	ERO ESC REFUND 14409 BOWERS DR		93851	A116106	9804.6433	00116106	REFUNDS
		1,500.00	ERO ESC REFUND 14981 RABBIT ST		93852	A116209	9804.6433	00116209	REFUNDS
		1,500.00	ERO ESC REFUND 8650 149TH CT		93853	A116249	9804.6433	00116249	REFUNDS
		1,500.00	ERO ESC REFUND 14971 RABBIT ST		93854	A116206	9804.6433	00116206	REFUNDS
		1,500.00	ERO ESC REFUND 14884 QUINTANA		93855	A116210	9804.6433	00116210	REFUNDS
		9,000.00							
107118	**10/18/2018**		**100297 CENTERPOINT ENERGY**						
		24.35	15050 Armstrong Blvd		93856	5914352-9 SEP 18	0220.6373		GAS
		84.81	5650 ALPINE DR		93857	5961540-1 SEPT18	0220.6373		GAS
		910.07	MISC PW ACCTS		93879	6702493-5 SEP 18	0194.6373		GAS
		1,019.23							
107119	**10/18/2018**		**108702 D R HORTON**						
		1,500.00	ERO ESC REFUND 7343 146th Xing		93860	A115860	9804.6433	00115860	REFUNDS
		1,500.00	ERO ESC REFUND 7353 146th Xing		93861	A115861	9804.6433	00115861	REFUNDS
		1,500.00	ERO ESC REFUND 14605 RHINESTON		93862	A115983	9804.6433	00115983	REFUNDS
		1,500.00	ERO ESC REFUND 7352 145th PL		93863	A115882	9804.6433	00115882	REFUNDS
		1,500.00	ERO ESC REFUND 7368 145th PL		93864	A115883	9804.6433	00115883	REFUNDS
		1,500.00	ERO ESC REFUND 7368 146th Ave		93865	A115814	9804.6433	00115814	REFUNDS
		1,500.00	ERO ESC REFUND 7327 146th XING		93866	A115758	9804.6433	00115758	REFUNDS
		1,500.00	ERO ESC REFUND 14623 RHINESTON		93867	A115982	9804.6433	00115982	REFUNDS
		12,000.00							
107120	**10/18/2018**		**116649 DANNER PROPERTIES, LLC**						
		1,500.00	ERO ESC REFUND 16735 QUICKSILV		93858	A115996	9804.6433	00115996	REFUNDS
		1,500.00							
107121	**10/18/2018**		**116650 GOODRICH, CINDY**						
		155.00	Refund damage and key deposit		93859	10052018	9804.1160		KEY & DAMAGE DEPOSIT
		155.00							
107122	**10/18/2018**		**115574 HEALTHPARTNERS**						
		41,915.00	Nov 2018 Health Premiums		93878	84612807	9101.2176		LIFE/HEALTH-EMPLOYEE
		41,915.00							
107123	**10/18/2018**		**116618 HORTON, ROBERT AND NANCY**						
		8,000.00	ESC REFUNDs 14510 Bowers Dr		93868	10152018	9252.1155.1		MANUAL-ACCOUNTS RE
		5,000.00	ESC REFUNDs 14510 Bowers Dr		93868	10152018	9252.1155.1		MANUAL-ACCOUNTS RE
		1,500.00	ERO ESC FUNDS 14510 BOWERS DR		93869	A115990	9804.6433	00115990	REFUNDS
		14,500.00							

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
107123	10/18/2018		116618 HORTON, ROBERT AND NANCY						Continued.
107124	10/18/2018		116169 LIFE INSURANCE CO OF NORTH AMERICA						
		64.70	Oct 18 Critical Ill/Accident		93877	10082018	9101.2170		DENTAL/DISABILITY/LIFE
		8.52	Oct 18 Critical Ill/Accident		93877	10082018	9101.2170		DENTAL/DISABILITY/LIFE
		73.22							
107126	10/18/2018		100291 MET COUNCIL SAC						
		14,910.00	September 2018 SAC		93872	10092018	9602.2083		SAC CHARGES
		149.10-	September 2018 SAC		93872	10092018	9602.4356		SEWER AVAILABILITY CH
		14,760.90							
107127	10/18/2018		102950 MN RURAL WATER ASSOCIATION						
		100.00	Refund damage deposit		93873	09252018	9804.1160		KEY & DAMAGE DEPOSIT
		100.00							
107128	10/18/2018		116092 ROADKILL ANIMAL CONTROL						
		465.00	5 Calls May 2018		93876	06262018	0311.6315		MISCELLANEOUS PROFE
		465.00							
107129	10/18/2018		112615 W S AND D PERMIT SERVICE						
		80.00	Ref building permit RA037798		93875	RA037798	9101.4205		BUILDING PERMIT
		1.00	Ref building permit RA037798		93875	RA037798	9101.2081		SURCHARGES-PERMITS
		81.00							
107130	10/18/2018		113813 WELKER, CHRISTIN						
		155.00	Refund damage deposit 10/06/18		93874	10062018	9804.1160		KEY & DAMAGE DEPOSIT
		155.00							
107131	10/18/2018		106570 MBPTA						
		100.00	Fall Seminar - Krueger		93895	09272018	0240.6335		TRAINING
		110.00	Fall Seminar - Sanchez		93896	092718	0240.6335		TRAINING
		210.00							
107132	10/19/2018		100257 LAW ENFORCEMENT LABOR SRV INC						
		588.00			93688	1004181047332	9101.2177		UNION DUES
		588.00			93887	1018181324132	9101.2177		UNION DUES
		1,176.00							
107133	10/19/2018		100298 MN AFSCME COUNCIL 5						
		539.22			93689	1004181047333	9101.2177		UNION DUES
		514.50			93888	1018181324133	9101.2177		UNION DUES
		1,053.72							
107212	10/25/2018		100031 ANOKA COUNTY						
		33.75	GOVT LUNCH 4		93897	101918	0111.6335		TRAINING
		11.25	GOVT LUNCH 4		93897	101918	0130.6335		TRAINING
		45.00							
107213	10/25/2018		111377 ANOKA MUNICIPAL UTILITY						
		56.80	RAMSEY STREET LIGHTS		93898	22-990005-01 OCT 18	9603.6371		ELECTRIC UTILITIES
		56.80							
107214	10/25/2018		116114 AVESIS THIRD PARTY ADMINISTRATORS						
		147.29	VISION NOV 18		93899	2138501	9101.2170		DENTAL/DISABILITY/LIFE

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
107214	10/25/2018		116114 AVESIS THIRD PARTY ADMINISTRATORS						Continued.
		147.29							
107215	10/25/2018		113929 BAGNE, JAMES						
		30.00	LUNCHES-ALICE TRAINING		93900	101918	0211.6331		TRAVEL & LODGING
		30.00							
107216	10/25/2018		101084 BATTERIES PLUS BULBS						
		27.95	12 V LEAD BATTERY		93901	P5255230	0192.6281		SMALL TOOLS & MINOR E
		27.95							
107217	10/25/2018		113133 CALIBER HOMES INC						
		5,000.00	REF LAND ESC 5646 152ND LN		93902	102518A	9252.1155.1		MANUAL-ACCOUNTS REC
		1,500.00	REF ERO ESC 5646 152ND LN		93903	102518B	9804.6433	00116426	REFUNDS
		6,500.00							
107218	10/25/2018		100297 CENTERPOINT ENERGY						
		30.24	6701 HWY 10		93904	6011580-5 OCT 18	9410.6373	00041012	GAS
		23.81	1415 E TOWN CENTER DR		93905	8782239-1 OCT 18	9601.6373		GAS
		54.05							
107219	10/25/2018		110734 CITY OF RAMSEY						
		151.00	# 62855296		93906	102418	9601.4651		WATER REVENUE
		151.00							
107220	10/25/2018		108702 D R HORTON						
		1,500.00	REF ERO ESC 7358 146TH AVE		93908	102518	9804.6433	00115813	REFUNDS
		1,500.00	REF ERO ESC 7337 146TH XING		93909	102518A	9804.6433	00115759	REFUNDS
		1,500.00	REF ERO ESC 7371 E RAMSEY PKWY		93910	102518B	9804.6433	00115986	REFUNDS
		1,500.00	REF ERO ESC 14583 RHINESTONE		93911	102518C	9804.6433	00115988	REFUNDS
		1,500.00	REF ERO ESC 14601 RHINESTONE		93912	102518D	9804.6433	00115989	REFUNDS
		1,500.00	REF ERO ESC 7385 E RAMSEY PKWY		93913	102518E	9804.6433	00115987	REFUNDS
		9,000.00							
107221	10/25/2018		106583 DELTA DENTAL PLAN OF MINNESOTA						
		3,259.20	DENTAL INS NOV 18		93907	7444549	9101.2170		DENTAL/DISABILITY/LIFE
		3,259.20							
107222	10/25/2018		116661 FRANCISCO, LISA						
		155.00	REFUND DAMAGE/KEY DEPOSIT		93914	102318	9804.1160		KEY & DAMAGE DEPOSIT
		155.00							
107223	10/25/2018		116573 KITCHEN TABLE						
		1,500.00	REIMB SIGN/AWNING PROGRAM		93915	101818	9230.6246		MARKETING & PROMOTI
		1,500.00							
107224	10/25/2018		114239 NORTH AMERICAN SAFETY						
		147.50	SAFETY VESTS		93916	37960	0311.6231		UNIFORMS & TURN-OUT
		147.50							
107225	10/25/2018		100368 OFFICE DEPOT						
		29.31	MISC OFFICE SUPPLIES		93917	216030040001	0141.6208		MISCELLANEOUS OFFICI
		19.71	MISC OFFICE SUPPLIES		93917	216030040001	0130.6208		MISCELLANEOUS OFFICI
		49.02							

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
107225	10/25/2018		100368 OFFICE DEPOT						Continued.
107226	10/25/2018		100510 VERIZON WIRELESS						
		442.97	SEPT-OCT 18 SERVICE		93918	9815677589	0211.6415		OTHER EQUIPMENT REN
		364.86	SEPT-OCT 18 SERVICE		93918	9815677589	0211.6323		CELLULAR PHONES
		103.20	SEPT-OCT 18 SERVICE		93918	9815677589	0280.6415		OTHER EQUIPMENT REN
		55.78	SEPT-OCT 18 SERVICE		93919	9816167467	0130.6321		TELEPHONE
		966.81							
107227	10/25/2018		111137 WRIGHT HENNEPIN COOPERATIVE ELECTRIC						
		2,150.85	7550 SUNWOOD DR		93920	150-1693-4968 AUG 18	0194.6489		OTHER CONTRACTED SE
		27.95	7550 SUNWOOD DR		93921	150-1681-6340 SEPT 18	0194.6489		OTHER CONTRACTED SE
		27.95	7550 SUNWOOD DR		93922	150-1681-6340 AUG 2018	0194.6489		OTHER CONTRACTED SE
		505.90	7550 SUNWOOD DR		93923	150-1693-4968 SEPT 18	0194.6489		OTHER CONTRACTED SE
		24.95	7650 SUNWOOD DR		93924	150-1681-4280 SEPT 18	9240.6315		MISCELLANEOUS PROFE
		24.95	7650 SUNWOOD DR		93925	150-1681-4280 AUG 18	9240.6315		MISCELLANEOUS PROFE
		27.95	7550 SUNWOOD DR PD		93926	150-1682-6501 SEPT18	0211.6489		OTHER CONTRACTED SE
		27.95	7550 SUNWOOD DR PD		93927	150-1682-6501 AUG 18	0211.6489		OTHER CONTRACTED SE
		27.95	6701 HWY 10-YOUTH FIRST		93928	150-1687-1105 SEPT 18	9410.6315	00041012	MISCELLANEOUS PROFE
		27.95	6701 HWY 10-YOUTH FIRST		93929	150-1687-1105 AUG 18	9410.6315	00041012	MISCELLANEOUS PROFE
		2,874.35							
107228	11/1/2018		113692 ALL AMERICAN TITLE CO						
		49.58	UB REFUND 15090 COBALT ST NW		94029	103018	9601.4651		WATER REVENUE
		49.58							
107229	11/1/2018		115203 ALL AMERICAN TITLE CO INC						
		15.94	UB REFUND 14657 SAPPHIRE WAY		94028	103018	9601.4651		WATER REVENUE
		15.94							
107230	11/1/2018		113045 ANCONA TITLE AND ESCROW						
		24.99	UB REFUND 14593 BOWERS DR		94030	103018	9601.4651		WATER REVENUE
		24.99							
107231	11/1/2018		100031 ANOKA COUNTY						
		11.25	3 GOVT DINNERS OFF MTG		94031	102518	0111.6335		TRAINING
		11.25	3 GOVT DINNERS OFF MTG		94031	102518	0191.6335		TRAINING
		11.25	3 GOVT DINNERS OFF MTG		94031	102518	9230.6335		TRAINING
		33.75							
107232	11/1/2018		100063 ASPEN MILLS						
		42.95	B. BLUML VEST		94032	224591	0211.6231		UNIFORMS & TURN-OUT
		175.75	MISC SUPPLIES		94033	224592	0211.6231		UNIFORMS & TURN-OUT
		28.00	MISC RESERVES		94034	224590	0211.6231		UNIFORMS & TURN-OUT
		246.70							

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107233	11/1/2018		100647 BOLTON AND MENK INC						Continued.
		42,022.00	RAM/HIWAY 10 COR IMPROV		94035	0222681	9435.6530	00201802	IMPROVEMENTS OTHER
		42,022.00							
107234	11/1/2018		112663 CAPSTONE HOMES INC						
		1,500.00	REF ERO ESC 17302 IODINE ST		94036	103018	9804.6433	00116076	REFUNDS
		1,500.00							
107235	11/1/2018		116672 CARLSON, STACY						
		155.00	DAMAGE/KEY DEPOSIT REFUND		94075	110118	9804.1160		KEY & DAMAGE DEPOSIT
		155.00							
107236	11/1/2018		100297 CENTERPOINT ENERGY						
		61.83	MISC PW ACCOUNTS		94037	8000014064-2 OCT 18	0311.6373		GAS
		102.31	MISC PW ACCOUNTS		94037	8000014064-2 OCT 18	0452.6373		GAS
		20.61	MISC PW ACCOUNTS		94037	8000014064-2 OCT 18	9601.6373		GAS
		20.61	MISC PW ACCOUNTS		94037	8000014064-2 OCT 18	9602.6373		GAS
		20.60	MISC PW ACCOUNTS		94037	8000014064-2 OCT 18	9605.6373		GAS
		225.96							
107237	11/1/2018		110734 CITY OF RAMSEY						
		240.00	722311		94076	110118	9601.4651		WATER REVENUE
		150.00	729169		94076	110118	9601.4651		WATER REVENUE
		150.00	65805591		94076	110118	9601.4651		WATER REVENUE
		24.99	726019		94076	110118	9601.4651		WATER REVENUE
		60.00	45123529		94076	110118	9601.4651		WATER REVENUE
		624.99							
107238	11/1/2018		100116 CONNEXUS ENERGY						
		656.67	16300 ST FRANCIS BLVD-IRRIG		94038	444931-267449 OCT 18	0452.6371		ELECTRIC UTILITIES
		11.55	6401 W HWY 10		94039	444931-270863 OCT 18	9603.6371		ELECTRIC UTILITIES
		668.22							
107239	11/1/2018		100870 EDINA REALTY TITLE						
		24.99	UB REFUND 15851 ANDRIE ST NW		94040	103018	9601.4651		WATER REVENUE
		4.26	UB REFUND 7024 139TH AVE NW		94041	103018A	9601.4651		WATER REVENUE
		29.25							
107240	11/1/2018		115035 EXECUTIVE TITLE NORTHWEST LLC						
		13.15	UB REFUND 14613 OLIVINE ST NW		94077	103018	9601.4651		WATER REVENUE
		13.15							
107241	11/1/2018		115204 EXECUTIVE TITLE SERVICES INC						
		51.22	UB REFUND 5682 154TH CT NW		94042	103018	9601.4651		WATER REVENUE
		51.22							
107242	11/1/2018		111674 FIRST AMERICAN TITLE						
		36.09	UB REFUND 5178 147TH LANE NW		94044	103018	9601.4651		WATER REVENUE
		36.09							

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
107242	11/1/2018		111674 FIRST AMERICAN TITLE						Continued.
107243	11/1/2018		116669 GIRON, LISA						
		20.21	UB REFUND 14626 OLIVINE TER NW		94045	103018	9601.4651		WATER REVENUE
		20.21							
107244	11/1/2018		113278 HEMMERICH, KYLE						
		338.24	REIMB TZD CONF		94046	103018	0211.6331		TRAVEL & LODGING
		338.24							
107245	11/1/2018		115760 HENRY SCHEIN INC						
		136.26	BATTERY BACKUP PD		94047	57942804	0211.6239		FIRST AID SUPPLIES
		136.26							
107246	11/1/2018		116667 HOME ABSTRACT AND TITLE CO						
		17.74	UB REFUND 6200 142ND LANE NW		94048	103018	9601.4651		WATER REVENUE
		17.74							
107247	11/1/2018		116392 HUBLER, DANYELLE AND JASON						
		5,000.00	REF LAND ESC 17302 IODINE ST		94049	110118	9252.1155.1		MANUAL-ACCOUNTS RE(
		5,000.00							
107248	11/1/2018		116671 JOHNSTON, JENNIFER						
		22.82	UB REFUND 14622 OLIVINE TER NW		94050	103018	9601.4651		WATER REVENUE
		22.82							
107249	11/1/2018		111865 LIBERTY TITLE INC						
		88.21	UB REFUND 14730 COBALT ST NW		94051	103018	9601.4651		WATER REVENUE
		206.91	UB REFUND 14043 DYSPROSIUM ST		94052	103018A	9601.4651		WATER REVENUE
		295.12							
107250	11/1/2018		116670 MALINA INC						
		251.69	UB REFUND 5951 142ND AVE NW		94053	103018	9601.4651		WATER REVENUE
		251.69							
107251	11/1/2018		113082 MARCELLA, JOE						
		696.41	UB REFUND 14280 XENON ST NW		94054	103018	9601.4651		WATER REVENUE
		696.41							
107252	11/1/2018		115449 MODERN TITLE						
		36.82	UB REFUND 15271 URANIUM ST NW		94055	103018	9601.4651		WATER REVENUE
		28.15	UB REFUND 15791 KRYPTON CT NW		94056	103018A	9601.4651		WATER REVENUE
		64.97							
107253	11/1/2018		100338 MORNING SUN HOMES						
		1,500.00	REF ERO ESC 14745 WILLEMITE		94057	110118	9804.6433	00116359	REFUNDS
		1,500.00							
107254	11/1/2018		112465 NORTH AMERICAN TITLE CO						
		24.99	UB REFUND 16071 ROYAL RD NW		94058	103018	9601.4651		WATER REVENUE
		24.99							
107255	11/1/2018		115232 NORTHERN TECHNOLOGIES LLC						
		788.25	RIVERDALE EXT IMPRO AUG 2018		94059	28719	9402.6530	00201620	IMPROVEMENTS OTHER
		1,577.25	BUNKER LK BLVD/PUMA		94060	28717	9437.6530	00201805	IMPROVEMENTS OTHER
		293.25	ESTATES AT SILVER OAKS 2ND		94061	18.MSP05942.000	9804.6315	00115698	MISCELLANEOUS PROFE

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
107255	11/1/2018		115232 NORTHERN TECHNOLOGIES LLC						Continued.
		797.50	WOODLANDS 4TH ADD		94062	18.MSP06032.000	9804.6315	00115353	MISCELLANEOUS PROFE
		3,456.25							
107256	11/1/2018		116668 PEARSON PLACE LLC						
		41,744.00	REDUCE STAGE 1 PEARSON PL		94063	102618	9804.6433	00116050	REFUNDS
		41,744.00							
107257	11/1/2018		113793 SEMLER CONSTRUCTION INC						
		1,500.00	REF ERO ESC 5653 152ND CT NW		94064	110118	9804.6433	00116464	REFUNDS
		1,500.00	REF ERO ESC 5691 152ND LN NW		94065	110118B	9804.6433	00116501	REFUNDS
		3,000.00							
107258	11/1/2018		116666 THE TITLE GROUP INC						
		17.54	UB REFUND 7346 BUNKER LK BLVD		94066	103018	9601.4651		WATER REVENUE
		62.21	UB REFUND 5850 157TH LN NW		94067	103018A	9601.4651		WATER REVENUE
		79.75							
107259	11/1/2018		105706 TINKLENBERG GROUP INC						
		3,300.00	RETAINER NOV 18 (5 OF 12)		94068	2066	9400.6315		MISCELLANEOUS PROFE
		3,300.00							
107260	11/1/2018		113903 TITLE ONE INC						
		24.99	UB REFUND 17710 TONTO ST NW		94069	103018	9601.4651		WATER REVENUE
		24.99							
107261	11/1/2018		112079 TOKLE INSPECTIONS INC						
		5,498.25	SEPT 18 INSPECTIONS		94070	100818	0240.6315		MISCELLANEOUS PROFE
		5,498.25							
107262	11/1/2018		116311 TRADEMARK TITLE SERVICES INC						
		10.20	UB REFUND 6757 158TH LANE NW		94071	103018	9601.4651		WATER REVENUE
		10.20							
107263	11/1/2018		100510 VERIZON WIRELESS						
		385.11	SERVICE SEPT/OCT 18		94072	9816263719	0220.6323		CELLULAR PHONES
		385.11							
107264	11/1/2018		111137 WRIGHT HENNEPIN COOPERATIVE ELECTRIC						
		27.95	5650 ALPINE DR FIRE STATION		94073	150-1691-2206 SEPT 18	0220.6489		OTHER CONTRACTED SE
		27.95	5650 ALPINE DR- FIRE STATION		94074	150-1691-2206 AUG 18	0220.6489		OTHER CONTRACTED SE
		55.90							
90485475	11/2/2018		100398 PUBLIC EMPLOYEES RETIREMENT ASSN						
		19,055.21			94086	1101181109234	9101.2174		PERA-EMPLOYEE
		25,393.82			94087	1101181109235	9101.2183		PERA-EMPLOYER
		44,449.03							
93768208	11/2/2018		101306 IRS						
		22,186.36			94089	1101181109237	9101.2171		FEDERAL WITHHOLDING
		12,448.43			94090	1101181109238	9101.2173		FICA & MEDICARE-EMPL(
		12,448.43			94091	1101181109239	9101.2182		FICA & MEDICARE-EMPL(
		47,083.22							

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
									Continued.
97813440	11/2/2018		100601 MN DEPT OF REV WH						
		10,819.99			94088	1101181109236	9101.2172		STATE WITHHOLDING
		10,819.99							
98101918	10/19/2018		115568 ALERUS FINANCIAL NA						
		1,924.18			93886	10181813241315	9101.2176		LIFE/HEALTH-EMPLOYEE
		1,924.18							
98110318	11/2/2018		115568 ALERUS FINANCIAL NA						
		1,924.18			94083	11011811092314	9101.2176		LIFE/HEALTH-EMPLOYEE
		1,924.18							
98636736	10/19/2018		100601 MN DEPT OF REV WH						
		261.69			93891	1018181324136	9101.2185		GARNISHMENTS/SUPPOI
		.20			93891	1018181324136	9101.4609		OTHER MISCELLANEOUS
		261.89							
99101918	10/19/2018		107962 TOTAL ADMINISTRATIVE SERVICE CORP						
		2,390.20			93882	10181813241311	9101.2176		LIFE/HEALTH-EMPLOYEE
		2,390.20							
99110218	11/2/2018		111471 COMMERCIAL PARTNERS TITLE						
		100,000.00	LOAN 7800 SUNWOOD DR		94092	110218WIRE	9232.6315		MISCELLANEOUS PROFE
		100,000.00							
99110318	11/2/2018		107962 TOTAL ADMINISTRATIVE SERVICE CORP						
		2,390.20			94079	11011811092310	9101.2176		LIFE/HEALTH-EMPLOYEE
		2,390.20							
99385505	10/19/2018		101306 IRS						
		259.27			93822	1016181616232	9101.2171		FEDERAL WITHHOLDING
		1,394.15			93823	1016181616233	9101.2173		FICA & MEDICARE-EMPL(
		1,394.15			93824	1016181616234	9101.2182		FICA & MEDICARE-EMPL(
		338.34			93846	1017181317514	9101.2171		FEDERAL WITHHOLDING
		191.29			93847	1017181317515	9101.2173		FICA & MEDICARE-EMPL(
		191.29			93848	1017181317516	9101.2182		FICA & MEDICARE-EMPL(
		12,549.97			93881	10181813241310	9101.2182		FICA & MEDICARE-EMPL(
		22,586.57			93893	1018181324138	9101.2171		FEDERAL WITHHOLDING
		12,549.97			93894	1018181324139	9101.2173		FICA & MEDICARE-EMPL(
		51,455.00							
99474307	11/2/2018		114790 GREAT WEST LIFE AND ANNUITY INS CO						
		6,849.00			94081	11011811092312	9101.2175		DEFERRED COMPENSAT
		6,849.00							
99475561	11/2/2018		114790 GREAT WEST LIFE AND ANNUITY INS CO						
		2,628.07			94082	11011811092313	9101.2176		LIFE/HEALTH-EMPLOYEE
		2,628.07							
99483845	10/19/2018		100398 PUBLIC EMPLOYEES RETIREMENT ASSN						
		50.00			93843	1017181317511	9101.2174		PERA-EMPLOYEE
		50.00			93844	1017181317512	9101.2183		PERA-EMPLOYER
		19,433.88			93889	1018181324134	9101.2174		PERA-EMPLOYEE
		25,941.02			93890	1018181324135	9101.2183		PERA-EMPLOYER
		45,474.90							

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
99503449	**10/19/2018**		**114790 GREAT WEST LIFE AND ANNUITY INS CO**						**Continued.**
		6,849.00			93884	10181813241313	9101.2175		DEFERRED COMPENSAT
		6,849.00							
99504119	**10/19/2018**		**114790 GREAT WEST LIFE AND ANNUITY INS CO**						
		2,694.00			93885	10181813241314	9101.2176		LIFE/HEALTH-EMPLOYEE
		2,694.00							
99692460	**10/19/2018**		**100223 ICMA RETIREMENT TRUST 457**						
		2,191.99			93880	1018181324131	9101.2175		DEFERRED COMPENSAT
		2,191.99							
99698194	**11/2/2018**		**100223 ICMA RETIREMENT TRUST 457**						
		2,191.99			94078	1101181109231	9101.2175		DEFERRED COMPENSAT
		2,191.99							
99724018	**10/19/2018**		**114486 SUN LIFE ASSURANCE COMPANY OF CANADA**						
		765.21			93684	10041810473311	9101.2176		LIFE/HEALTH-EMPLOYEE
		765.09			93883	10181813241312	9101.2176		LIFE/HEALTH-EMPLOYEE
		87.50	COBRA Paid		93883	10181813241312	9101.2176		LIFE/HEALTH-EMPLOYEE
		888.63	LTD		93883	10181813241312	9101.2170		DENTAL/DISABILITY/LIFE
		2,506.43							
99882176	**10/19/2018**		**100601 MN DEPT OF REV WH**						
		254.71			93821	1016181616231	9101.2172		STATE WITHHOLDING
		82.54			93845	1017181317513	9101.2172		STATE WITHHOLDING
		11,009.44			93892	1018181324137	9101.2172		STATE WITHHOLDING
		11,346.69							
		582,292.99	Grand Total						

Payment Instrument Totals

Checks	336,863.03
EFT Payments	245,429.96
Total Payments	582,292.99

CITY OF RAMSEY
Create Payment Control Groups

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

Payee Number	Payee Name / Mailing Address	Stub Message	Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount
115955	AIM FIRE AND SAFETY INC	REPAIR AT 6701 HWY 10	PV	94095	001	09410	9/25/2018	23227	74.00
	AIM FIRE AND SAFETY INC 4762 PARTRIDGE COURT NE PRIOR LAKE MN 55372						Summary Total		74.00
							Payment Amount		74.00
116663	ALDEN POOL AND MUNICIPAL SUPPLY CO	EJECTOR O RINGS	PV	93930	001	09601	10/8/2018	18398	1,040.50
	ALDEN POOL AND MUNICIPAL SUPPLY CO 268 SOUTH BROADWAY WELLS MN 56097-1630						Summary Total		1,040.50
							Payment Amount		1,040.50
106615	AMERICAN TEST CENTER INC	ANNUAL INSPECT AERIAL 560	PV	93934	001	09101	9/18/2018	2182195	1,457.00
	AMERICAN TEST CENTER INC P O BOX 408 RIVER FALLS WI 54022-0408						Summary Total		1,457.00
							Payment Amount		1,457.00
102953	AMERIGAS OF ANOKA	PROPANE GAS	PV	93931	001	09101	10/23/2018	639102573	105.24
	AMERIGAS OF ANOKA P O BOX 371473 PITTSBURGH PA 15250-7473						Summary Total		105.24
							Payment Amount		105.24
100026	ANDERSON IRRIGATION	RE: ELMCREST PARK	PV	93935	001	09101	9/13/2018	07-7979	338.50
	ANDERSON IRRIGATION 3200 MAIN STREET NE SUITE 240 MINNEAPOLIS MN 55448						Summary Total		338.50
							Payment Amount		338.50
100028	ANDOVER WHEEL AND FRAME INC	ALIGNMENT 563	PV	94096	001	09101	10/31/2018	10841	59.00
	ANDOVER WHEEL AND FRAME INC						Summary Total		59.00
	13476 HANSON BLVD	ALIGNMENT 680	PV	94097	001	09101	10/30/2018	10839	94.00
	ANDOVER MN 55304	ALIGNMENT 680	PV	94097	002	09101	10/30/2018	10839	28.95
							Summary Total		122.95
							Payment Amount		

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Payee Number	Payee Name / Mailing Address	Stub Message	Document Ty	Number	Itm	Co	Due Date	Invoice Number	Payment Amount
									181.95
100035	ANOKA COUNTY CENTRAL COMMUNICATIONS	JULY- SEPT 18 ACCESS FEE PD	PV	93932	001	09101	10/9/2018	2018134	900.00
	ANOKA COUNTY CENTRAL COMMUNICATIONS 325 EAST MAIN STREET ANOKA MN 55303			Summary Total					900.00
				Payment Amount					900.00
108468	ANOKA COUNTY HISTORICAL SOCIETY	10/10/2018 GHOST TOURS	PV	93933	001	09101	8/20/2018	634	150.00
	ANOKA COUNTY HISTORICAL SOCIETY 2135 THIRD AVE N. ANOKA MN 55303			Summary Total					150.00
				Payment Amount					150.00
107587	ANOKA COUNTY TREASURY DEPARTMENT	NOV 18 BROADBAND	PV	93984	001	09101	10/22/2018	B181020M	604.50
	ANOKA COUNTY TREASURY DEPARTMENT 2100 THIRD AVENUE ANOKA MN 55303			Summary Total					604.50
				Payment Amount					604.50
106346	BAUER BUILT INCORPORATED	TIRE REPAIR	PV	93986	001	09101	10/15/2018	940054194	30.00
	BAUER BUILT INCORPORATED 8270 W 35W SERVICE DR BLAINE MN 55449			Summary Total					30.00
		REPAIR 668	PV	94098	001	09101	10/29/2018	940054519	1,358.18
		REPAIR 668	PV	94098	002	09101	10/29/2018	940054519	248.00
				Summary Total					1,606.18
				Payment Amount					1,636.18
100862	BDS LAUNDRY SYSTEMS	UNIMAC WASHER FIRE DEPT	PV	93985	001	09101	10/23/2018	SO10146720	283.25
	BDS LAUNDRY SYSTEMS 2430 ENTERPRISE DRIVE ST PAUL MN 55120-1143			Summary Total					283.25
				Payment Amount					283.25
108513	BLAINE LOCK AND SAFE INC	MISC LOCKS	PV	93939	001	09101	10/4/2018	21366	2,187.00

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

Payee Number	Payee Name / Mailing Address	Stub Message	Document Ty	Number	Itm	Co	Due Date	Invoice Number	Payment Amount
	BLAINE LOCK AND SAFE INC 12052 CENTRAL AVE NE BLAINE MN 55434			Summary Total					2,187.00
				Payment Amount					2,187.00
100647	BOLTON AND MENK INC	BOWERS DR ANALYSIS	PV	93987	001	09230	10/17/2018	0224334	4,308.00
	BOLTON AND MENK INC			Summary Total					4,308.00
	1960 PREMIER DRIVE	2040 SEWER/WATER COMP PLAN	PV	93988	001	09601	10/17/2018	0224332	135.00
	MANKATO MN 56001-5900	2040 SEWER/WATER COMP PLAN	PV	93988	002	09601	10/17/2018	0224332	135.00
				Summary Total					270.00
		COR INFIL PUMP STAT	PV	94099	001	09605	10/17/2018	0224333	2,120.00
				Summary Total					2,120.00
		BUNKER/PUMA	PV	94100	001	09437	10/17/2018	0224343	8,597.00
				Summary Total					8,597.00
				Payment Amount					15,295.00
103641	BOYER TRUCKS ROGERS	WORK ON 693	PV	93940	001	09101	10/17/2018	479144	37.17
	BOYER TRUCKS	WORK ON 693	PV	93940	002	09101	10/17/2018	479144	75.00
	2601 NE BROADWAY	WORK ON 693	PV	93940	003	09101	10/17/2018	479144	4.83
	MINNEAPOLIS MN 55413			Summary Total					117.00
				Payment Amount					117.00
110537	CARRIER CORPORATION	WORK ON CIRCUIT BOARD	PV	93941	001	09101	10/5/2018	B002653397	4,680.00
	CARRIER CORPORATION			Summary Total					4,680.00
	P O BOX 93844	CH REPAIR	PV	93989	001	09101	10/17/2018	B002654661	1,098.75
	CHICAGO IL 60673-3844			Summary Total					1,098.75
				Payment Amount					5,778.75
110536	CBIZ FINANCIAL SOLUTIONS INC	3RD QTR 2018	PV	94101	001	09101	9/30/2018	2913	50.64
	CBIZ FINANCIAL SOLUTIONS INC P O BOX 643792 CINCINNATI OH 45264-3792			Summary Total					50.64
				Payment Amount					50.64
112019	CENTRAL HYDRAULICS INC	MISC 688	PV	94102	001	09101	11/1/2018	0056120	79.27

CITY OF RAMSEY
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Payment Instrument		Check Payment
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Payee Number	Payee Name / Mailing Address	Stub Message	Document Ty	Number	Itm	Co	Due Date	Invoice Number	Payment Amount
	CENTRAL HYDRAULICS INC 21877 INDUSTRIAL COURT ROGERS MN 55374			Summary Total					79.27
				Payment Amount					79.27
116197	CINTAS CORPORATION CINTAS CORPORATION CINTAS LOC #4K P O BOX 650838 DALLAS TX 75265-0838	UNIFORM CLEANING	PV	93942	001	09101	10/24/2018	4011336721	35.00
		UNIFORM CLEANING	PV	93942	002	09101	10/24/2018	4011336721	4.00
		UNIFORM CLEANING	PV	93942	003	09101	10/24/2018	4011336721	26.13
		UNIFORM CLEANING	PV	93942	004	09101	10/24/2018	4011336721	26.13
				Summary Total					91.26
		FIRE DEPT- MATS	PV	93990	001	09101	10/24/2018	4011336660	16.56
				Summary Total					16.56
		UNIFORM CLEANING	PV	93991	001	09101	10/17/2018	4011037776	28.00
		UNIFORM CLEANING	PV	93991	002	09101	10/17/2018	4011037776	4.00
		UNIFORM CLEANING	PV	93991	003	09101	10/17/2018	4011037776	28.46
		UNIFORM CLEANING	PV	93991	004	09101	10/17/2018	4011037776	28.46
				Summary Total					88.92
				Payment Amount					196.74
110734	CITY OF RAMSEY P O BOX 251100 ST PAUL MN 55125-6100	6701 HWY 10	PV	93943	001	09410	10/25/2018	719019 3RD QTR 2018	113.14
				Summary Total					113.14
		7401 E RAMSEY PKWY	PV	93944	001	09101	10/25/2018	724628 3RD QTR 2018	113.14
				Summary Total					113.14
		14779 ZEOLITE ST	PV	93945	001	09101	10/25/2018	722164 3RD QTR 2018	2,372.70
				Summary Total					2,372.70
		14700 TOWN CENTER DR NW	PV	93946	001	09101	10/25/2018	724470 3RD QTR 2018	879.51
				Summary Total					879.51
		161ST AVE/URAN IRRIG WEST	PV	93947	001	09101	11/13/2018	727919 3RD QTR 2018	164.71
				Summary Total					164.71
		16303 QUICKSILVER	PV	93948	001	09101	10/25/2018	724874 3RD QTR 2018	127.91
				Summary Total					127.91
		14700 ERKIUM ST	PV	93949	001	09101	10/25/2018	726294 3RD QTR 2018	40.91

CITY OF RAMSEY
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Payment Instrument	Check Payment
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Payee Number	Payee Name / Mailing Address	Stub Message	Document Ty	Number	Itm	Co	Due Date	Invoice Number	Payment Amount
				Summary Total					40.91
		161ST AVE/ URAN IRRIG EAST	PV	93950	001	09101	10/25/2018	727918 3RD QTR 2018	85.30
				Summary Total					85.30
		16303 QUICKSILVER IRRIG	PV	93951	001	09101	10/25/2018	724931 3RD QTR 2018	133.68
				Summary Total					133.68
		6860 RIVERDALE DR NW	PV	93952	001	09101	10/25/2018	723960 3RD QTR 2018	113.14
				Summary Total					113.14
		15050 ARMSTRONG BLVD	PV	93992	001	09101	10/25/2018	727978 3RD QTR 2018	1,044.42
				Summary Total					1,044.42
		5650 ALPINE DR	PV	93993	001	09101	10/25/2018	726528 3RD QTR 2018	1,240.31
				Summary Total					1,240.31
		7550 SUNWOOD DR	PV	93994	001	09101	10/25/2018	444931294 3RD QTR 2018	1,302.81
				Summary Total					1,302.81
		7650 SUNWOOD DR	PV	93995	001	09240	10/25/2018	444931372 3RD QTR 2018	113.14
				Summary Total					113.14
				Payment Amount					7,844.82
100111	COMMERCIAL ASPHALT COMPANY COMMERCIAL ASPHALT COMPANY P O BOX 1480 MAPLE GROVE MN 55311-6480	ASPHALT	PV	93996	001	09101	10/15/2018	181015	231.25
				Summary Total					231.25
				Payment Amount					231.25
100116	CONNEXUS ENERGY CONNEXUS ENERGY PO BOX 1808 MINNEAPOLIS MN 55480-1808	STREET LIGHTS	PV	93997	001	09603	10/22/2018	759126-303101 OCT 18	9,744.64
				Summary Total					9,744.64
		TRAFFIC SIGNALS	PV	93998	001	09101	10/22/2018	759126-303100 OCT 18	842.66
				Summary Total					842.66
		SIRENS	PV	93999	001	09101	10/22/2018	759126-303095 OCT 18	85.00
				Summary Total					85.00

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

Payee Number	Payee Name / Mailing Address	Stub Message	Document Ty	Number	Itm	Co	Due Date	Invoice Number	Payment Amount
		MISC PW ACCOUNTS	PV	94093	001	09101	10/22/2018	759126-303106 OCT 18	419.99
		MISC PW ACCOUNTS	PV	94093	002	09101	10/22/2018	759126-303106 OCT 18	140.00
		MISC PW ACCOUNTS	PV	94093	003	09101	10/22/2018	759126-303106 OCT 18	140.00
		MISC PW ACCOUNTS	PV	94093	004	09101	10/22/2018	759126-303106 OCT 18	140.00
		MISC PW ACCOUNTS	PV	94093	005	09101	10/22/2018	759126-303106 OCT 18	2,188.99
							Summary Total		3,028.98
		WELLS/WTR TWR/LIFT STATIONS	PV	94094	001	09601	10/22/2018	759126-303102 OCT 18	11,875.60
		WELLS/WTR TWR/LIFT STATIONS	PV	94094	002	09601	10/22/2018	759126-303102 OCT 18	642.59
							Summary Total		12,518.19
		ADJ OCT 2018 BILLING	PV	94103	001	09101	11/6/2018	759126-303106 OCT 18 ADJ	63.24
							Summary Total		63.24
		ADJ OCT 18 BILLING	PD	94104	001	09601	11/6/2018	759126-303102 OCT 18 ADJ	964.52-
		ADJ OCT 18 BILLING	PD	94104	002	09601	11/6/2018	759126-303102 OCT 18 ADJ	5.41-
							Summary Total		969.93-
		MISC PW ACCOUNTS	PV	94105	001	09230	10/22/2018	759126-303107 OCT 18	72.40
		MISC PW ACCOUNTS	PV	94105	002	09230	10/22/2018	759126-303107 OCT 18	1,196.84
		MISC PW ACCOUNTS	PV	94105	003	09230	10/22/2018	759126-303107 OCT 18	30.93
		MISC PW ACCOUNTS	PV	94105	004	09230	10/22/2018	759126-303107 OCT 18	1,016.01
		MISC PW ACCOUNTS	PV	94105	005	09230	10/22/2018	759126-303107 OCT 18	8,359.64
		MISC PW ACCOUNTS	PV	94105	006	09230	10/22/2018	759126-303107 OCT 18	3,023.83
		MISC PW ACCOUNTS	PV	94105	007	09230	10/22/2018	759126-303107 OCT 18	171.26
							Summary Total		13,870.91
							Payment Amount		39,183.69
100167	CORNERSTONE FORD	REPAIR 351	PV	93953	001	09101	10/12/2018	16234327/2	28.17
	CORNERSTONE FORD	REPAIR 351	PV	93953	002	09101	10/12/2018	16234327/2	796.14
	17219 HIGHWAY 10 NW	REPAIR 351	PV	93953	003	09101	10/12/2018	16234327/2	695.95

CITY OF RAMSEY
Create Payment Control Groups

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

Payee Number	Payee Name / Mailing Address	Stub Message	Document Ty	Number	Itm	Co	Due Date	Invoice Number	Payment Amount
	PO BOX 304 ELK RIVER MN 55330			Summary Total					1,520.26
				Payment Amount					1,520.26
100125	COUNTRYSIDE PRINTING INC	NOV/DEC 18 RAM RESIDENT	PV	94106	001	09101	10/11/2018	35488	6,815.18
	COUNTRYSIDE PRINTING 6250 BUNKER LAKE BLVD NW SUITE 113 RAMSEY MN 55303			Summary Total					6,815.18
				Payment Amount					6,815.18
100129	CRYSTEEL TRUCK EQUIPMENT	BLADE GUIDE KITS	PV	93954	001	09101	10/17/2018	FP169272	20.59
	CRYSTEEL MANUFACTURING 1130 73RD AVENUE NE FRIDLEY MN 55432			Summary Total					20.59
		BOSS PLOW 698	PV	93955	001	09101	10/16/2018	F42686	6,823.80
				Summary Total					6,823.80
		BOSS PLOW 601	PV	94002	001	09101	10/19/2018	F42687	6,823.80
				Summary Total					6,823.80
				Payment Amount					13,668.19
113306	DEFINITIVE TECHNOLOGY SOLUTIONS INC	CONTRACT OCT-NOV 18	PV	94003	001	09101	10/22/2018	INV172344	649.06
	DEFINITIVE TECHNOLOGY SOLUTIONS INC 9401 JAMES AVENUE SOUTH SUITE 120 BLOOMINGTON MN 55431			Summary Total					649.06
				Payment Amount					649.06
101185	DO ALL PRINTING COM INC	PLOW MAPS	PV	93956	001	09101	10/25/2018	41238	21.00
	DO ALL PRINTING COM INC 6360 HIGHWAY 10 NW RAMSEY MN 55303			Summary Total					21.00
				Payment Amount					21.00
116175	ECKBERG LAMMERS ATTORNEYS AT LAW	OCT 2018 BILLING	PV	94107	001	09101	10/31/2018	10 2018	5,796.67
	ECKBERG LAMMERS ATTORNEYS AT LAW 1809 NORTHWESTERN AVENUE			Summary Total					5,796.67

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Payee Number	Name / Mailing Address	Stub Message	Document Ty	Number	Itm	Co	Due Date	Invoice Number	Payment Amount
	STILLWATER MN 55082								
				Payment Amount					5,796.67
100158	ECM PUBLISHERS INC	ORD 18-11	PV	94004	001	09101	10/5/2018	637186	59.13
	ECM PUBLISHERS INC			Summary Total					59.13
	4095 COON RAPIDS BLVD	PH ROCKY MOUNTAIN	PV	94005	001	09804	10/19/2018	641367	102.13
	COON RAPIDS MN 55433			Summary Total					102.13
		TRUCK GARANT PH	PV	94006	001	09804	10/19/2018	641368	64.50
				Summary Total					64.50
		PH WATSON	PV	94007	001	09804	10/19/2018	641369	86.00
				Summary Total					86.00
		AD FIRE FIGHTERS WANTED	PV	94108	001	09101	10/14/2018	639912	263.50
				Summary Total					263.50
		EDA ADMIN ASSIST. AD	PV	94109	001	09101	10/14/2018	639911	248.00
				Summary Total					248.00
				Payment Amount					823.26
107042	ELECTION SYSTEMS AND SOFTWARE	ADA EXTENDERS	PV	93957	001	09101	10/4/2018	1064151	52.56
	ELECTION SYSTEMS AND SOFTWARE			Summary Total					52.56
	6055 PAYSPHERE CIRCLE								
	CHICAGO IL 60674			Payment Amount					52.56
104267	ELITE SANITATION	RE: RECYCLE DAY	PV	94008	001	09604	10/5/2018	25240	92.00
	ELITE SANITATION			Summary Total					92.00
	PO BOX 526								
	ELK RIVER MN 55330			Payment Amount					92.00
106962	F I R E	10/24/2018 LIVE BURN TRAINING	PV	94110	001	09101	10/24/2018	3560	1,500.00
	F I R E			Summary Total					1,500.00
	P O BOX 810								
	36015 ECHO DRIVE								
	CROSSLAKE MN 56442			Payment Amount					1,500.00

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Payee Number	Payee Name / Mailing Address	Stub Message	Document Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount
113321	FACTORY MOTOR PARTS CO	SHOP SUPPLIES	PV	94111	001	09101	11/2/2018	6-1520022	41.16
	FACTORY MOTOR PARTS CO BIN 139107 P O BOX 9107 MINNEAPOLIS MN 55480-9107							Summary Total	41.16
								Payment Amount	41.16
107099	FASTENAL	MISC PARTS	PV	93958	001	09101	10/22/2018	MNTC8170013	.74
	FASTENAL COMPANY P O BOX 1286 WINONA MN 55987							Summary Total	.74
								Payment Amount	.74
100143	FERGUSON WATERWORKS # 2516	METER SOFTWARE	PV	93959	001	09601	10/15/2018	0290107	1,000.00
	FERGUSON WATERWORKS 2516 P O BOX 802817 CHICAGO IL 60680-2817							Summary Total	1,000.00
								Payment Amount	1,000.00
114103	GILLUND ENTERPRISES	RUST PENETRANT	PV	94009	001	09101	10/23/2018	853497	206.16
	GILLUND ENTERPRISES 14760 MARTIN DRIVE EDEN PRAIRIE MN 55344							Summary Total	206.16
								Payment Amount	206.16
100209	HAKANSON ANDERSON ASSOC INC	SUNFISH LK GAS STATION DEMO	PV	94010	001	09410	10/9/2018	40817	1,411.25
	HAKANSON ANDERSON ASSOC INC 3601 THURSTON AVENUE ANOKA MN 55303-1063							Summary Total	1,411.25
								Payment Amount	1,411.25
100211	HAWKINS INC	CHEMICALS	PV	94011	001	09601	10/22/2018	4384632	4,313.28
	HAWKINS INC P O BOX 860263 MINNEAPOLIS MN 55486-0263							Summary Total	4,313.28
								Payment Amount	4,313.28

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Payee Number	Payee Name / Mailing Address	Stub Message	Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount
112564	HEALTH PARTNERS GROUP HEALTH-WORKSITE	EAP OCT 2018	PV	94112	001	09101	10/17/2018	W815379	73.00
				Summary Total					73.00
	HEALTH PARTNERS GROUP HEALTH-WORKSITE MAIL STOP # 21109A P O BOX 1309 MINNEAPOLIS MN 55440-1309								
				Payment Amount					73.00
115760	HENRY SCHEIN INC	MISC FOR FIRE	PV	94113	001	09101	10/22/2018	58557193	385.94
				Summary Total					385.94
	HENRY SCHEIN INC DEPT CH 10241 PALATINE IL 60055-0241								
				Payment Amount					385.94
112475	INNOVATIVE OFFICE SOLUTIONS	OFFICE SUPPLIES	PV	94012	001	09101	10/17/2018	IN2248886	41.90
				Summary Total					41.90
	INNOVATIVE OFFICE SOLUTIONS P O BOX 3393 INDIANAPOLIS IN 46206	OFFICE SUPPLIES	PV	94013	001	09101	10/17/2018	IN2248845	59.46
		OFFICE SUPPLIES	PV	94013	002	09101	10/17/2018	IN2248845	14.14
		OFFICE SUPPLIES	PV	94013	003	09101	10/17/2018	IN2248845	32.42
		OFFICE SUPPLIES	PV	94013	004	09101	10/17/2018	IN2248845	79.89
				Summary Total					185.91
		OFFICE SUPPLIES	PV	94114	001	09101	10/26/2018	INV2261039	7.38
				Summary Total					7.38
				Payment Amount					235.19
115007	ITERIS, INC	NOV 18 FORECASTING	PV	94115	001	09101	11/1/2018	106396	400.00
				Summary Total					400.00
	ITERIS, INC P O BOX 842123 LOS ANGELES CA 90084-2123								
				Payment Amount					400.00
100266	LOGIS	NETWORK 9/22/18	PV	93961	001	09101	10/1/2018	45901	210.00
				Summary Total					210.00
	LOCAL GOVERNMENT INFORMATION SYSTEMS ASS 5750 DULUTH STREET GOLDEN VALLEY MN 55422-4036	NETWORK 8/25/2018	PV	93962	001	09101	9/4/2018	45800	240.00
				Summary Total					240.00
		MS OFFICE	PV	94014	001	09101	10/23/2018	46001	10,735.66
				Summary Total					10,735.66

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Payee Number	Payee Name / Mailing Address	Stub Message	Document Ty	Number	Itm	Co	Due Date	Invoice Number	Payment Amount
				Payment Amount					11,185.66
115606	LYNCH, MICHAEL W. MICHAEL W. LYNCH 4228 DUNROVIN LANE EAGAN MN EAGAN	STARWATCH 10/18/18 ELMCREST	PV	93963	001	09101	10/19/2018	101918	400.00
				Summary Total					400.00
				Payment Amount					400.00
100283	MENARDS COON RAPIDS MENARDS COON RAPIDS 3045 MAIN STREET COON RAPIDS MN 55433	MISC SUPPLIES	PV	94133	001	09101	10/25/2018	87286	54.31
				Summary Total					54.31
				Payment Amount					54.31
100284	MENARDS ELK RIVER MENARDS ELK RIVER 19521 EVANS STREET NW ELK RIVER MN 55330-1077	MISC SUPPLIES	PV	93964	001	09101	10/8/2018	70580	264.12
				Summary Total					264.12
		MISC SUPPLIES	PV	93965	001	09601	10/16/2018	71117	21.95
				Summary Total					21.95
		MISC SUPPLIES	PV	93966	001	09601	10/19/2018	71402	14.20
				Summary Total					14.20
		MISC SUPPLIES	PV	94015	001	09101	10/17/2018	71237	181.50
				Summary Total					181.50
				Payment Amount					481.77
100285	MET COUNCIL ENVIRONMENTAL SRV MET COUNCIL ENVIRONMENTAL SRV P O BOX 856513 MINNEAPOLIS MN 55485-6513	WASTE WATER DEC 2018	PV	94118	001	09602	11/5/2018	0001088862	63,101.29
				Summary Total					63,101.29
				Payment Amount					63,101.29
108208	METRO PRODUCTS INC METRO PRODUCTS INC 7401 CENTRAL AVENUE NE FRIDLEY MN 55432	MISC SUPPLIES	PV	94016	001	09101	10/18/2018	138537	31.62
				Summary Total					31.62
		SHOP SUPPLIES	PV	94116	001	09101	10/25/2018	138720	39.27
				Summary Total					39.27
				Payment Amount					70.89

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Payee Number	Payee Name / Mailing Address	Stub Message	Document Ty	Number	Itm	Co	Due Date	Invoice Number	Payment Amount
100289	METRO SALES INC	COPIER OCT 2018	PV	94117	001	09101	10/24/2018	INV1194358	899.36
	METRO SALES INC	COPIER OCT 2018	PV	94117	002	09101	10/24/2018	INV1194358	268.64
				Summary Total					1,168.00
	1620 EAST 78TH STEET MINNEAPOLIS MN 55423			Payment Amount					1,168.00
101164	MILLER CHEVROLET	WORK ON 342	PV	93967	001	09101	10/19/2018	CVCS608216	905.62
	MILLER CHEVROLET	WORK ON 342	PV	93967	002	09101	10/19/2018	CVCS608216	1,150.00
				Summary Total					2,055.62
	P O BOX 130 21150 JOHN MILLESS DRIVE ROGERS MN 55374			Payment Amount					2,055.62
104920	MINNESOTA HIGHWAY SAFETY RESEARCH CNTR	3 CLASS 43177	PV	93980	001	09101	10/22/2018	102218	780.00
				Summary Total					780.00
	MINNESOTA HIGHWAY SAFETY RESEARCH CNTR 720 FOURTH AVENUE SOUTH ST CLOUD MN 56301-4498			Payment Amount					780.00
100345	NAPA AUTO PARTS ELK RIVER	AIR FILTERS	PV	94017	001	09101	10/23/2018	985156	133.40
				Summary Total					133.40
	NAPA AUTO PARTS ELK RIVER 17137 YALE STREET NW P O BOX 1041 ELK RIVER MN 55330			Payment Amount					133.40
115167	NET TRANSCRIPTS INC	TRANSCRIPTION	PV	93968	001	09101	9/30/2018	0020812	144.00
				Summary Total					144.00
	NET TRANSCRIPTS INC 3707 N. 7TH STREET SUITE 320	TRANSCRIPTION	PV	94018	001	09101	10/24/2018	0021071	387.34
	PHOENIX AZ 85014			Summary Total					387.34
				Payment Amount					531.34
114239	NORTH AMERICAN SAFETY	RAIN SUIT	PV	93969	001	09101	10/22/2018	38160	25.00
				Summary Total					25.00
	NORTH AMERICAN SAFETY 326 S. ASH STREET	RAIN SUITS PW	PV	94019	001	09101	10/22/2018	38159	200.00

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Payment Instrument		Check Payment
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Payee Number	Payee Name / Mailing Address	Stub Message	Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount
	BELLE PLAINE MN 56011	RAIN SUITS PW	PV	94019	002	09101	10/22/2018	38159	150.00
		RAIN SUITS PW	PV	94019	003	09101	10/22/2018	38159	125.00
		RAIN SUITS PW	PV	94019	004	09101	10/22/2018	38159	25.00
							Summary Total		500.00
							Payment Amount		525.00
101234	NORTH VALLEY, INC	BIT TRAIL OVERLAY	PV	93970	001	09101	10/24/2018	18291-2	12,779.08
	NORTH VALLEY, INC 20015 IGUANA STREET NW NOWTHEN MN 55330						Summary Total		12,779.08
							Payment Amount		12,779.08
100363	NORTHERN SANITARY SUPPLY CO	MISC SUPPLIES	PV	93971	001	09101	10/8/2018	192691	404.70
	NORTHERN SANITARY SUPPLY CO						Summary Total		404.70
	341 COON RAPIDS BLVD	MISC SUPPLIES	PV	93972	001	09101	10/17/2018	192797	270.65
	MINNEAPOLIS MN 55433						Summary Total		270.65
							Payment Amount		675.35
115071	NORTHLAND OCCUPATIONAL HEALTH	PRE EMP C. KRUSE	PV	94119	001	09101	10/25/2018	2217	25.00
	NORTHLAND OCCUPATIONAL HEALTH 7533 SUNWOOD DRIVE NW SUITE 212 RAMSEY MN 55303						Summary Total		25.00
							Payment Amount		25.00
110547	NORTHWEST LIGHTING SYSTEMS CO.	MISC BULBS	PV	93973	001	09101	10/12/2018	109192	127.00
	NORTHWEST LIGHTING SYSTEMS CO.						Summary Total		127.00
	746 CRAIG AVENUE	MISC BULBS	PV	93974	001	09101	10/11/2018	109168	185.00
	TRACY MN 56175						Summary Total		185.00
		MISC BULBS- RAMP	PV	94021	001	09240	10/23/2018	109350	408.04
							Summary Total		408.04
		MISC BULBS	PV	94120	001	09101	10/29/2018	109446	75.87
							Summary Total		75.87
							Payment Amount		795.91
100368	OFFICE DEPOT	OFFICE SUPPLIES	PV	94121	001	09101	10/11/2018	216030373001	2.09

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Payee Number	Payee Name / Mailing Address	Stub Message	Document Ty	Number	Itm	Co	Due Date	Invoice Number	Payment Amount
	OFFICE DEPOT P O BOX 88040 CHICAGO IL 60680-1040			Summary Total					2.09
				Payment Amount					2.09
110480	OPUS 21 MANAGEMENT SOLUTIONS	SEPT 2018	PV	93975	001	09601	10/15/2018	180951	23.29
	OPUS 21 MANAGEMENT SOLUTIONS	SEPT 2018	PV	93975	002	09601	10/15/2018	180951	23.29
	680 COMMERCE DRIVE SUITE 160	SEPT 2018	PV	93975	003	09601	10/15/2018	180951	23.29
	WOODBURY MN 55125	SEPT 2018	PV	93975	004	09601	10/15/2018	180951	23.29
		SEPT 2018	PV	93975	005	09601	10/15/2018	180951	23.26
				Summary Total					116.42
				Payment Amount					116.42
101110	PATCHIN MESSNER DODD AND BRUMM	HIGHWAY 10 RECON	PV	94022	001	09435	10/10/2018	21875	2,160.00
	PATCHIN MESSNER DODD AND BRUMM SUNSET PONDS OFFICE PARK 13961 WEST PRESERVE BLVD BURNSVILLE MN 55337			Summary Total					2,160.00
				Payment Amount					2,160.00
111368	POLLARDWATER	MISC SUPPLIES	PV	94122	001	09601	10/20/2018	0121507	526.62
	POLLARDWATER P O BOX 417592 BOSTON MA 02241-7592			Summary Total					526.62
				Payment Amount					526.62
113444	PRECISE	SEPT 2018	PV	94123	001	09101	10/29/2018	IN200-1018732	471.89
	PRECISE 501 EAST CLIFF ROAD SIUTE 100 BURNSVILLE MN 55337			Summary Total					471.89
				Payment Amount					471.89
107978	PREMIER COMMERCIAL PROPERTIES INC	HIWAY 10 MANAGEMENT	PV	93976	001	09410	9/30/2018	6045	200.00
	PREMIER COMMERCIAL PROPERTIES INC	HIWAY 10 MANAGEMENT	PV	93976	002	09410	9/30/2018	6045	200.00
	299 COON RAPIDS BLVD NW	HIWAY 10 MANAGEMENT	PV	93976	003	09410	9/30/2018	6045	200.00

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	#200 COON RAPIDS MN 55433	HIWAY 10 MANAGEMENT	PV	93976	004	09410	9/30/2018	6045	200.00
				Summary Total					800.00
				Payment Amount					800.00
116662	RIDGEWATER COLLEGE	SFMD LP TRAILER RENTAL	PV	93977	001	09101	10/16/2018	00225803	300.00
	RIDGEWATER COLLEGE 2101 15TH AVENUE NW WILLMAR MN 56201			Summary Total					300.00
				Payment Amount					300.00
106617	ROTARY CLUB OF RAMSEY	K. ULRICH 4TH QTR 2018 DUES	PV	94024	001	09101	10/24/2018	99	150.00
	ROTARY CLUB OF RAMSEY 7550 SUNWOOD DRIVE NW RAMSEY MN 55303			Summary Total					150.00
				Payment Amount					150.00
107711	SCHINDLER ELEVATOR	CH NOV 2018-JAN 19	PV	94124	001	09101	11/1/2018	8104919126	631.56
	SCHINDLER ELEVATOR P O BOX 93050 CHICAGO IL 60673-3050			Summary Total					631.56
				Payment Amount					631.56
114269	SPEEDCUTTERS OUTDOOR MAINTENANCE LLC	OCT 2018 TURF CARE/WEEDING	PV	93978	001	09101	10/24/2018	10948	5,293.12
	SPEEDCUTTERS OUTDOOR MAINTENANCE LLC			Summary Total					5,293.12
	18523 OLSON STREET NW	OCT 18 FIRE TURF CARE	PV	93979	001	09101	10/24/2018	10952	460.64
	ELK RIVER MN 55330			Summary Total					460.64
				Payment Amount					5,753.76
100469	STREICHER'S POLICE EQUIPMENT	PD MISC	PV	93981	001	09101	10/16/2018	I1335413	179.88
	STREICHER'S POLICE EQUIPMENT			Summary Total					179.88
	10911 WEST HWY 55	BALLISTIC PLATES	PV	94023	001	09101	10/24/2018	I1336462	658.00
	MINNEAPOLIS MN 55441			Summary Total					658.00
				Payment Amount					837.88

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Payee Number	Name / Mailing Address	Stub Message	Document Ty	Number	Itm	Co	Due Date	Invoice Number	Payment Amount
113028	THE MUSIC WORKS INC	DEP 2019 HAPPY DAYS	PV	94125	001	09297	11/6/2018	110618	1,000.00
	THE MUSIC WORKS INC P O BOX 787 FOREST LAKE MN 55025			Summary Total					1,000.00
				Payment Amount					1,000.00
116651	THOMPSON, LOGAN	ZUMBA CLASSES OCT 2018	PV	93982	001	09101	10/16/2018	101618	100.00
	LOGAN THOMPSON 3225 16TH AVE ANOKA MN 55303			Summary Total					100.00
		ZUMBA CLASSES OCT/NOV 18	PV	94126	001	09101	10/30/2018	103018	250.00
				Summary Total					250.00
				Payment Amount					350.00
112688	TITAN MACHINERY	FILTER ASSY 688	PV	94127	001	09101	10/24/2018	11608537	39.66
	TITAN MACHINERY	FILTER ASSY 688	PV	94127	002	09101	10/24/2018	11608537	39.66
	14375 JAMES ROAD	FILTER ASSY 688	PV	94127	003	09101	10/24/2018	11608537	39.68
	ROGERS MN 55374			Summary Total					119.00
		MISC FILTERS 688	PV	94128	001	09101	10/17/2018	11571834	45.00
		MISC FILTERS 688	PV	94128	002	09101	10/17/2018	11571834	45.00
		MISC FILTERS 688	PV	94128	003	09101	10/17/2018	11571834	45.00
				Summary Total					135.00
				Payment Amount					254.00
108522	TOTAL CONTROL SYSTEMS, INC	WELL HOUSE 1 SCADA UPGRADE	PV	94129	001	09601	11/1/2018	8446	10,666.67
	TOTAL CONTROL SYSTEMS, INC P O BOX 40 STANCHFIELD MN 55080			Summary Total					10,666.67
				Payment Amount					10,666.67
108239	ULINE	MISC BAGS	PV	94025	001	09101	10/17/2018	102290141	284.64
	ULINE P O BOX 88741 CHICAGO IL 60680-1741			Summary Total					284.64
				Payment Amount					284.64
106990	USA BLUE BOOK	WINDSOCKS	PV	93983	001	09601	10/15/2018	709800	198.23

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	USA BLUE BOOK PO BOX 9004 GURNEE IL 60031-9004			Summary Total					198.23
				Payment Amount					198.23
105628	WELLS CATERING SERVICE	CC MEAL 10/23/2018	PV	94026	001	09101	10/23/2018	44703	87.06
	WELLS CATERING SERVICE 7533 SUNWOOD DRIVE SUITE 108 RAMSEY MN 55303			Summary Total					87.06
				Payment Amount					87.06
100539	WRIGHT TIRE SERVICE INC	TIRES 695	PV	94130	001	09101	10/26/2018	63962	453.84
	WRIGHT TIRE SERVICE INC 710 WEST MAIN STREET ANOKA MN 55303			Summary Total					453.84
		TIRES 680	PV	94131	001	09101	10/30/2018	64044	518.56
				Summary Total					518.56
				Payment Amount					972.40
112515	WSB AND ASSOCIATES INC	COR AUAR SEPT 18	PV	94027	001	09214	10/12/2018	R-011954-000-6	520.00
	WSB AND ASSOCIATES INC 701 XENIA AVENUE SOUTH SUITE 300 MINNEAPOLIS MN 55416			Summary Total					520.00
		ROAD FUNDING SEPT 2018	PV	94132	001	09400	10/25/2018	R-012755-000-1	2,500.00
				Summary Total					2,500.00
				Payment Amount					3,020.00
				Total Amount to be Processed					240,086.02
				Total Number of Payments to be Processed					77

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #18-234

RESOLUTION APPROVING CASH DISBURSEMENTS MADE AND AUTHORIZING PAYMENT OF ACCOUNTS PAYABLE INVOICING RECEIVED DURING THE PERIOD OF OCTOBER 18, 2018 THROUGH NOVEMBER 7, 2018.

WHEREAS, the City of Ramsey Finance Department has made cash disbursements and received accounts payable invoicing during the period of October 18, 2018, through November 7, 2018, in the amount of $1,161,312.50 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 18, 2018, through November 7, 2018, in the amount of $1,161,312.50.

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 13th day of November 2018.

_____
Acting 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 **4. 10.**

Meeting Date: 11/13/2018

Submitted For: Tim Gladhill, Community Development

By: Eric Maass, Community Development

Information

Title:

Adopt Resolution #18-211 Approving a Conditional Use Permit (CUP) Application for Truck Garant at 6021 Hwy 21 (Project #17-151); Case of Roman Gadaskin

Purpose/Background:

Roman Gadaskin (the "Applicant") has submitted an application for a Conditional Use Permit (CUP) at 6021 Highway 10 NW (the "Subject Property") to allow a Truck Garant, a dispatch trucking company to operate from the subject property. Dump trucks from Truck Garant are dispatched to haul construction material all over the metropolitan area. No construction material is brought back to the subject property. The Applicant is proposing to utilize this location as a dispatch center where the vehicles will be stored and where minor maintenance and fabrication would occur. The facility would not be available to the general public. This business was first brought to the attention of Staff through its code enforcement program. Over the past several months the applicant and business owner have been working with Staff to make corrections prior to being brought forward for CUP consideration.

The Planning Commission considered this request at its regularly scheduled meeting on November 1, 2018. The draft minutes of that meeting have been included with this case. The Planning Commission recommended approval of the requested Conditional Use Permit pursuant to the Staff Review Letter and approval of construction plans by the City Engineer.

Notification:

City Staff attempted to notify all property owners within 350 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 Applicant, Roman Gadaskin has requested a conditional use permit for the company Truck Garant. Truck Garant dispatches vehicles daily to haul construction materials for various construction projects around the twin cities. Truck Garant does minor servicing like oil changes on its own vehicles and also does minor fabrication to its own vehicles. Truck Garant does not currently nor is it requesting to provide vehicle maintenance or fabrication to any outside customers. The Property has been formerly used as a gas station.

The Comprehensive Plan guides the subject property for Commercial Use and is zoned H-1 Highway 10 District. The proposed business is consistent with the Commercial Use Comprehensive Plan guidance and the H-1: Highway 10 District as the proposed use is consistent with Motor Vehicle Service as well as light manufacturing both of which are listed as Conditional Uses in the H-1 Highway 10 District. The Applicant would park dump trucks on the proposed parking area. Any vehicles not operable or being serviced would be stored inside of the existing structure.

Currently the site has a mixture of deciduous and coniferous trees on to the north and east sides of the property. There is also a stand of deciduous trees in the middle of the property which also screen this area from the south and towards Highway 10. Any outdoor storage must continue to be screened from view and be only on a concrete or black top surface. No inoperable vehicle or vehicles parts may be stored outside.

The H-1 Highway 10 District requires 1 deciduous/coniferous trees per 50 lineal feet of site perimeter or 1 tree per 1,000 square feet of building footprint area, whichever is greater. City code also requires 1 shrub per 30 lineal feet of site perimeter or 1 per 300 square feet of building footprint area, whichever is greater. The 1,300 lineal feet is the greater requirement even with the potential future 3,600 square foot expansion. As a result the lineal feet requirement is the greater of the two and 26 deciduous/coniferous trees are required. As a result deciduous/coniferous trees are required and 43 shrubs are required. These landscaping requirements are being reviewed based on the entire site requirements and in connection with the CUP application for car sales and service from the same property. The required totals indicated below are reflective of the entire site and cover the requirements of both CUP's.

Per the city code, one parking stall is required for every 300 square feet of office space or one parking stall per 1,000 square feet of industrial space. The site plan shows the existing building to be approximately 2,000 square feet building with 9 parking stalls. The 9 proposed spaces is more than is required to meet City Code and would also be adequate parking if a future 3,600 square foot building addition were completed.

Alternatives

Alternative 1: Adopt Resolution #18-211 approving a Conditional Use Permit for Truck Garant at 6021 Highway 10. Staff is supportive of Alternative 1.

Alternative 2: Do not adopt Resolution #18-211 approving a Conditional Use Permit for Truck Garant at 6021 Highway 10. Staff is not supportive of Alternative 2.

Funding Source:

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

Recommendation:

The Planning Commission recommended approval of Resolution #18-211 approving the requested Conditional Use Permit.

Action:

Motion to adopt Resolution #18-211 approving a Conditional Use Permit for Truck Garant at 6021 Hwy 10 contingent upon conformance with the Staff Review Memo and approval of construction plans by the City Engineer.

Attachments

Site Location Map

Site Plan

Planning Tech Report

Resolution #18-211 Approving a Conditional Use Permit for Truck Garant at 6021 Highway 10

DRAFT Planning Commission Meeting Minutes

Form Review

Inbox	Reviewed By	Date
Tim Gladhill	Tim Gladhill	11/08/2018 08:41 AM
Kurt Ulrich	Eric Maass	11/08/2018 08:52 AM
Tim Gladhill	Tim Gladhill	11/08/2018 09:07 AM

Kurt Ulrich	Eric Maass	11/08/2018 09:08 AM
Tim Gladhill	Tim Gladhill	11/08/2018 09:09 AM
Kurt Ulrich	Kurt Ulrich	11/08/2018 09:45 AM

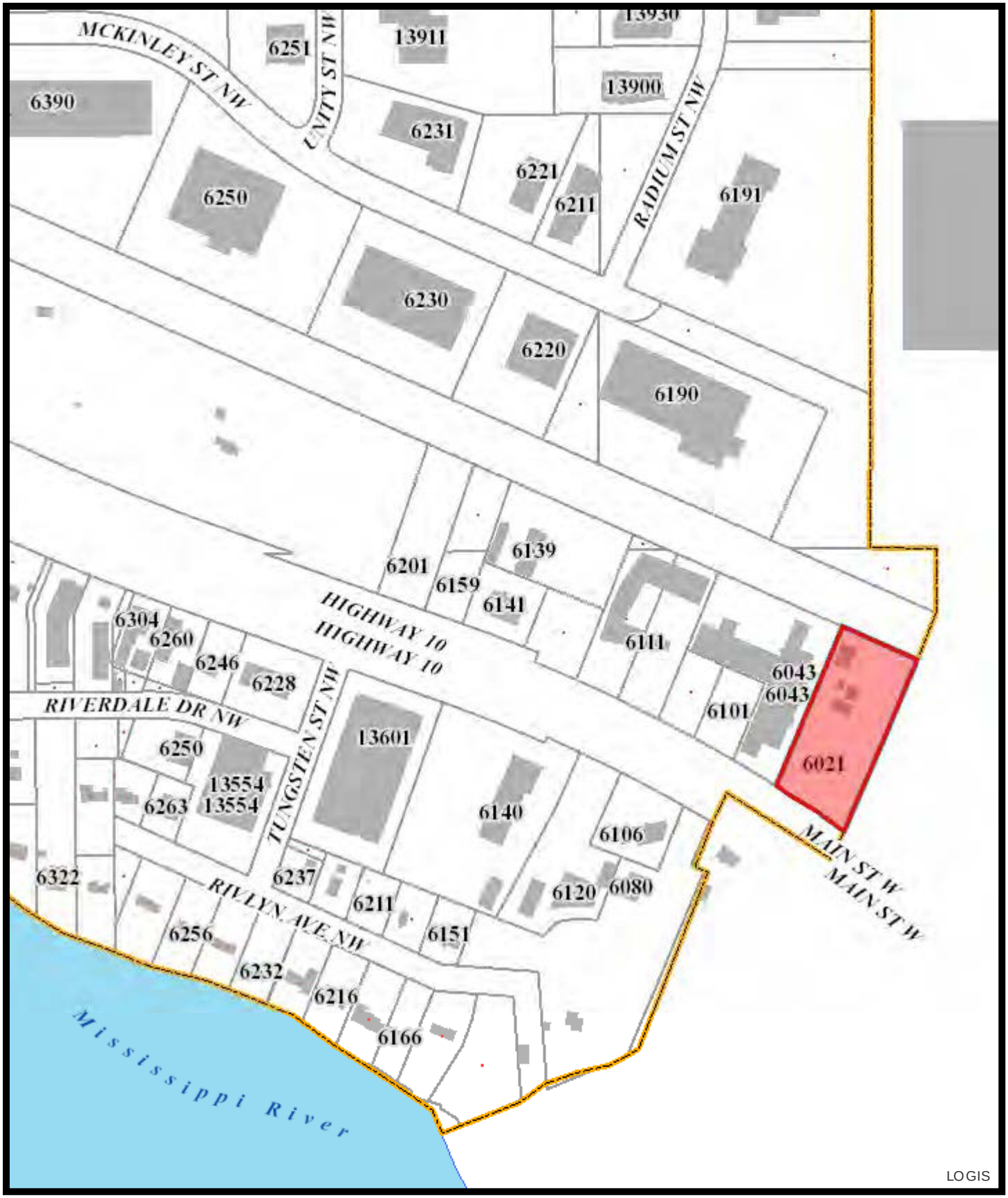
Form Started By: Eric Maass Started On: 10/30/2018 02:56 PM

Final Approval Date: 11/08/2018

35-32-25-31-0012
6021 HIGHWAY 10 NW

Site Location Map

6021 Highway #10



Feet
0 80160 320 480 640

Print Date: October 13, 2017



HWY 10 CONCEPT

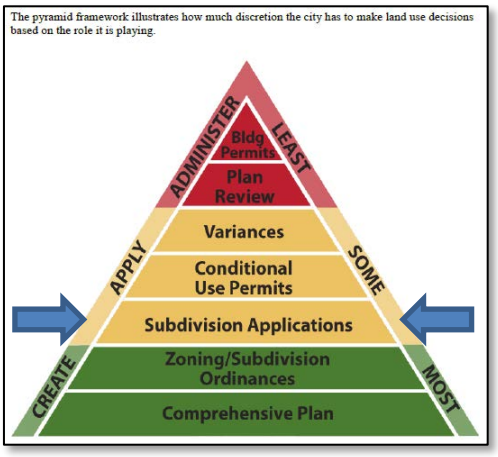
September 28, 2018 | WSB Project number: 011112-000

K:\011112-000\Cad\Exhibits\62021 Hwy 10\Hwy 10 Site Plan

CITY OF RAMSEY LAND USE APPLICATION
TECHNICAL REVIEW FILE

DATE	10/2/2018	**PROJECT ADDRESS**	6021 HWY 10
PROJECT. TITLE	17-151: TRUCK GARANT CUP @ 6021 HWY 10		
ESCROW #			
DEPARTMENT:	Community Development: Planning Division (Comprehensive Plan and Zoning Code)		
TECHNICAL REVIEWER:	Name: Eric Maass, Planning Consultant Email: EMaass@wsbeng.com		

General: The purpose of this file is to review an application and site plan for a proposed conditional use at 6021 Hwy 10. The Applicant, Roman Gadaskin has requested a conditional use permit for the company Truck Garant. Truck Garant dispatches vehicles daily to haul construction materials for various construction projects around the twin cities. Truck Garant does minor servicing like oil changes on its own vehicles and also does minor fabrication to its own vehicles. Truck Garant does not currently nor is it requesting to provide vehicle maintenance or fabrication to any outside costumers. The Property has been formerly used as a gas station.



This case is being reviewed per Chapter 117, Article II entitled Zoning and Chapter 117, Article III entitled Subdivisions.

Comprehensive Plan/Zoning: The Comprehensive Plan guides the subject property for Commercial use and is zoned H-1 Highway 10 District. The proposed business is consistent with the Commercial use Comprehensive Plan guidance and the H-1: Highway 10 district as the proposed use is consistent with Motor vehicle service as well as light manufacturing both of which are listed as Conditional Uses in the H-1 Highway 10 district.

Dimensional Standards for the H-1 Employment District: The following standards apply to requested Conditional Use Permit in the H-1 Highway 10 District.

Standard	Requirement	Existing
Minimum Lot Size	0.5 Acres	2.05 Acres
Minimum Lot Width	100 feet	200 feet
Minimum Front Yard Setback	60 feet from centerline of road plus 35 feet.	420 feet
Minimum Rear Yard Setback	35 feet	35 feet
Minimum Side Yard Setback	10 feet	15 feet
Building Height	35 Feet	< 35 feet
Maximum Structure Area	35%	11.02% (for truck garant and car sales plus potential building expansion)

No new structures are being requested to be approved at this time. However, in the future there may be a building expansion to the building at the rear of the property where Truck Garant is requesting to operate. That potential expansion is shown on the submitted site plan. Prior to such an expansion being approved, the expansion would be required to be reviewed by the City for conformance to City Code.

Site Improvements. H-1 Highway 10 District requires that open and outdoor storage areas shall be surface with concrete or blacktop and finished with continuous concrete curbing. Grading, drainage, and erosion control plans must be submitted and approved by the City Engineer.

Outdoor Storage. The Applicant would park dump trucks on the proposed parking area. Any vehicles not operable or being serviced would be stored inside of the existing structure. Currently the site has a mixture of deciduous and coniferous trees on to the north and east sides of the property. There is also a stand of deciduous trees in the middle of the property which also screen this area from the south and towards Highway 10. Any outdoor storage must continue to be screened from view and be only on a concrete or black top surface. No inoperable vehicle or vehicles parts may be stored outside.

Landscaping. H-1 Highway 10 District requires 1 deciduous/coniferous trees per 50 lineal feet of site perimeter or 1 tree per 1,000 square feet of building footprint area, whichever is greater. City code also requires 1 shrub per 30 lineal feet of site perimeter or 1 per 300 square feet of building footprint area, whichever is greater. The 1,300 lineal feet is the greater requirement even with the potential future 3,600 square foot expansion. As a result the lineal feet requirement is the greater of the two and 26 deciduous/coniferous trees are required. As a result deciduous/coniferous trees are required and 43 shrubs are required. These landscaping requirements are being reviewed based on the entire site requirements and in connection with the CUP application for car sales and service from the same property. The required totals indicated below are reflective of the entire site and cover the requirements of both CUP's.

	Required
Deciduous/Coniferous Trees	26
Shrubs	43

Streets/Access. Access to the property would remain off of Hwy 10 with an access on both the west and east sides of the property. Presently there is a driveway access to this parcel from Anoka Technical College. Staff is recommending that a condition of approval be that the driveway access connecting Anoka Technical College be removed.

Utilities/Wells. Public utilities currently exist on site and will be extended to the building which Truck Garant is requesting to be allowed to operate from. The site will likely require stormwater management to account for the increase impervious surface that will be added to the site as part of the proposed improvements. Stormwater easement may be required if the proposed infiltration basin is to be publicly maintained.

Development Fees. The Developer will be required to pay development fees consistent with the City's approved schedule of Rates and Charges. Actual rates and charges will be included in a future development agreement.

Lighting. The Applicant is not currently proposing the addition of any lighting to the site.

Building Elevations. The existing building is a metal building which is a dull yellow in color. The Applicant has not proposed any changes to the building elevations at this time. Metal exteriors are allowed in the H-1 Highway 10 zoning district.

Parking/loading areas. Per the city code, one parking stall is required for every 300 square feet of office space or one parking stall per 1,000 square feet of industrial space. The site plan shows the existing building to be approximately 2,000 square feet building with 9 parking stalls. The 9 proposed spaces is more than is required to meet City Code and would also be adequate parking if a future 3,600 square foot building addition were completed.

Other comments. None.

Recommendation. City Staff is recommending that the Planning Commission and City Council approve the requested conditional use permit and associated site plan approval, with the considerations listed in this staff report, contingent upon review and approval of a future site grading, drainage, erosion control, and paving plan by the City Engineer.

Next Steps. The developer will be required to enter into a Development Agreement with the City to ensure the timely construction of required improvements. The Development Agreement will also require a financial surety in the amount of 125% of the cost of required improvements. The financial surety shall be in the form of a Letter of Credit or cash escrow only. The Development Agreement will also require an Engineering Inspection Fee of 5% of the cost of required improvements. The escrow must be in the form of a cash escrow. The City will prepare a draft Development Agreement for your review once an engineer's estimate has been provided by the Applicant.

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

RESOLUTION #18-211

A RESOLUTION APPROVING A REQUEST FROM ROMAN GADASKIN FOR A CONDITIONAL USE PERMIT TO ALLOW A TRUCKING BUSINESS IN THE H-1 HIGHWAY 10 DISTRICT AT THE PROPERTY LOCATED AT 6021 HIGHWAY 10 NW IN RAMSEY, MINNESOTA.

RECITALS

1. Roman Gadaskin, hereinafter referred to as the "**Permittee,**" has properly applied for a Conditional Use Permit ("the **Permit**") to allow a Trucking Company "Truck Garant" on the property generally known as 6021 Highway 10 NW and legally described as follows:

   Auditors Subdivision NO 96, Lot 24, Anoka County, Minnesota

   ("**Subject Property**")

2. The City of Ramsey received an application for a Conditional Use in the H-1 Highway 10 District from the **Permittee** on September 20, 2018.

3. That the **Permittee** appeared before the Planning Commission for a public hearing pursuant to Section 117-51 (Conditional Use Permits) and a public hearing pursuant to the Ramsey City Code on November 1, 2018 and that said public hearings were properly advertised and that the minutes of said public hearings are hereby incorporated by reference.

4. That the **Subject Property** is approximately 2.05 acres in size and is located within the H-1 Highway 10 District.

5. That the **Permittee** has submitted a site plan that shows an existing structure that will be utilized for the purpose of vehicle storage and maintenance.

6. That the **Subject Property** is served by a public utilities and will continue to be serviced by public utilities.

7. That any grading and/or paving shall require plans prepared by the **Permittee** and submitted to the City for review and approval.

FINDINGS OF FACT

1. That a trucking company **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 trucking company **will not** substantially adversely impair the use, enjoyment or market value of any of the surrounding properties.

3. That a trucking company **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 trucking company **will not** be hazardous to existing or future neighboring uses.

5. That a trucking company **will not** impact essential public facilities and services, such as highways, streets, police and fire protection.

6. That a trucking company **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 trucking company **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:

1. That no inoperable vehicles or vehicle parts shall be stored outdoors.

2. That no vehicle maintenance or fabrication services are provided to the general public.

3. That no construction material hauled by Truck Garant shall return to the **Subject Property** for storage for any duration of time.

4. 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.

5. That any restriping or repaving of the parking lot will meet City requirements at the time of updating.

6. That the **Subject Property** shall have adequate parking for the use before being issued a Certificate of Occupancy.

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

8. 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 ___th day of _____ 2018.

PERMITTEE

_____ 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 _____, 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

PLANNING COMMISSION
CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA

The Ramsey Planning Commission conducted a regular meeting on Thursday, November 1, 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 Gary VanScoy
Members Absent:	Commissioner Matt Woestehoff
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 VanScoy, seconded by Commissioner Surma, to approve the agenda as presented.

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

4. APPROVE PLANNING COMMISSION MINUTES

4.01: Approve the Following Planning Commission Minutes:

4.01.1: Planning Commission Work Session Minutes Dated September 9, 2018
4.01.2: Planning Commission Meeting Minutes Dated September 9, 2018
4.01.3: Planning Commission Meeting Minutes Dated October 4, 2018

Motion by Commissioner Anderson, seconded by Commissioner Surma, to approve the following minutes as presented: Planning Commission Work Session Minutes dated September 9, 2018; Planning Commission Meeting Minutes dated September 9, 2018; and Planning Commission Meeting Minutes dated October 4, 2018.

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

5. PUBLIC HEARINGS/COMMISSION BUSINESS

5.01: Public Hearing: Consider a Variance Request to Allow an Addition to an Existing, Detached Accessory Building Nearer the Front Lot Line than the Home at 17630 Nowthen Boulevard NW (Project No. 18-157); Case of Richard and Shirley Watson

Public Hearing

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

Presentation

City Planner Anderson presented the staff report stating the City has received an application from Richard and Shirley Watson (the "Applicant") for a variance to allow an addition to a detached accessory building to be nearer the front property line than the home on the property generally known as 17630 Nowthen Boulevard NW (the "Subject Property"). The Subject Property is approximately 1.70 acres in size and City Code restricts the siting of detached accessory buildings to the side or rear yard of a lot when under two (2) acres in size. The existing building is 728 square feet, and the proposed addition is 728 square feet; the proposed building would be 1,456 square feet.

Citizen Input

Commissioner VanScoy questioned what the maximum size allowed was for accessory structures.

City Planner Anderson reported the applicant would be eligible for 2,400 square feet of total accessory structure for the space and right now the site would have approximately 2,000 square feet.

Richard Watson, 17630 Nowthen Boulevard NW, explained he built his home 50 years ago and added the detached garage years later. He explained the new garage would allow him the space to have a woodshop.

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

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

Chairperson Bauer closed the public hearing closed at 7:10 p.m.

Commission Business

Motion by Commissioner Surma, seconded by Commissioner VanScoy, to recommend adoption of Resolution #18-227 granting a variance to allow an addition to a detached accessory building to be nearer the front property line than the home on the Subject Property.

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

5.02: Public Hearing: Request for Consider Conditional Use Permit (CUP) Application for Truck Garant at 6021 Highway 21 (Project 17-151); Case of Roman Gadaskin

Public Hearing

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

Presentation

Consulting Planner Maass presented the staff report stating Roman Gadaskin (the "Applicant") has submitted an application for a Conditional Use Permit (CUP) at 6021 Highway 10 NW (the "Subject Property") to allow a Truck Garant, a dispatch trucking company to operate from the subject property. Dump trucks from Truck Garant are dispatched to haul construction material all over the metropolitan area. No construction material is brought back to the subject property. The Applicant is proposing to utilize this location as a dispatch center where the vehicles will be stored and where minor maintenance and fabrication would occur. The facility would not be available to the general public. This business was first brought to the attention of Staff through its code enforcement program. Over the past several months the applicant and business owner have been working with Staff to make corrections prior to being brought forward for CUP consideration.

Citizen Input

Commissioner VanScoy asked if the Conditional Use Permit was for the back of the property and not the front.

Consulting Planner Maass reported this was correct.

Commissioner VanScoy questioned if there was a plan to provide access to the back of the property.

Consulting Planner Maass described the location of the two access points on the site.

Roman Gadaskin, 13112 Sunset Trail in Plymouth, reported he owned the property but would not operate the proposed business.

Chairperson Bauer asked how many trucks the proposed building would be able to accommodate, given the fact inoperable trucks could not be parked outdoors.

Mr. Gadaskin explained the proposed building was 1,800 square feet and could only accommodate two trucks.

Commissioner VanScoy indicated this would be a nice improvement to this lot.

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

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

Chairperson Bauer closed the public hearing closed at 7:18 p.m.

Commission Business

Motion by Commissioner VanScoy, seconded by Commissioner Onyambu, to recommend that City Council adopt Resolution #18-211 approving a Conditional Use Permit for Truck Garant at 6021 Hwy 10 contingent upon conformance with the Staff Review Memo and approval of construction plans by the City Engineer noting the Findings of Fact are favorable to the applicant.

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

5.03: Public Hearing: Consider Conditional Use Permit (CUP) Application for Auto Sales and Service at 6021 Highway 21 (Project 17-151); Case of Roman Gadaskin

Public Hearing

Chairperson Bauer called the public hearing to order at 7:20 p.m.

Presentation

Consulting Planner Maass presented the staff report stating the purpose of this case is to consider a conditional use permit request to allow car sales and service to be conducted from 6021 Hwy

10 which is the former ICO gas station. Automotive sales and service are a conditional use within the H-1 Highway 10 zoning district. The Applicant has received interest from prospective dealerships that would like to utilize the site and has submitted building plans that would renovate the former gas station building for the purposes of serving as a dealership office and service center.

Citizen Input

Commissioner VanScoy asked if Mr. Gadaskin had a concern with the connection between the Anoka Tech parking lot and his property being closed.

Roman Gadaskin, 13112 Sunset Trail in Plymouth, stated he supported this connection being closed.

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

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

Chairperson Bauer closed the public hearing closed at 7:25 p.m.

Commission Business

Commissioner Anderson stated he hoped this was one of the last used car lots in Ramsey.

Motion by Commissioner VanScoy, seconded by Commissioner Anderson, to recommend that City Council adopt Resolution #18-212 approving a Conditional Use Permit for Auto Sales and Service at 6021 Hwy 10, contingent upon conformance with the Staff Review Memo and approval of construction plans by the City Engineer, adding a Condition that the parking lot connection between the Subject Property and Anoka Tech be closed and noting the Findings of Fact are favorable to the applicant.

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

5.04: Public Hearing: Consider Request to Rezone Property Identified by PID #35-32-25-32-0062 from R-1 Residential (MUSA) to E-1 Employment (Project No. 155); Case of Rocky MTN Investment LLC

Public Hearing

Chairperson Bauer called the public hearing to order at 7:28 p.m.

Presentation

City Planner Anderson presented the staff report stating the City has received an application from Rocky Mountain Investment LLC (the "Applicant") to rezone the property identified by PID # 35-32-25-32-0062 (the "Subject Property") from R-1 Residential (MUSA) to E-1 Employment. The Applicant is attempting to work with a nearby business (just to the east of the Subject Property but on the north side of the street) that is interested in utilizing the land for outside storage. Staff provided further comment on the rezoning and recommended the Commission not approve the request.

Citizen Input

It was noted the applicant was not in attendance at the meeting.

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

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

Chairperson Bauer closed the public hearing closed at 7:35 p.m.

Commission Business

Motion by Commissioner Anderson, seconded by Commissioner VanScoy, to recommend to the City Council the zoning of the Subject Property remain as R-1 Residential (MUSA).

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

6. COMMISSION BUSINESS

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

Presentation

City Planner McGuire Brigl 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 depth and wetland setbacks have changed. The PUD zoning remains on the parcel, though the underlying zoning was R-1 (MUSA).

Commission Business

Commissioner Anderson expressed concerns with the proposed 24-foot-wide road within the new development. He noted the City's standard roadway width was 28 feet and he would like to see the applicant make a change to comply with this requirement. He asked if houses 5 through 10 could be flipped to have the backyards facing each other. He stated he did not like the fact that one of the lots would have three streets around it.

Mark Strandland, 1696 229th Avenue NE in East Bethel, reported the original plat had Potassium Street at 24 feet. He indicated if the roadway width were to change, the development would have an increased impact on the wetlands. In addition, the cost share for this roadway would increase. He commented he was not interested in flipping the street adjacent to lots 5 through 10 as these lots currently had a full walk-out basement. He described the location of the proposed retaining walls noting the homes would be less visually impactful if the plans were to remain as is given the topography of the land. He noted landscaping would be added near the retaining wall to assist with screening.

Commissioner Anderson encouraged the applicant to work with City staff to bring the street up to City Code requirements.

Mr. Strandland stated he would speak with the City Engineer to try and make something work but anticipated an increase in the roadway width would have a negative impact on the surrounding wetlands.

Commissioner VanScoy asked what type of landscaping was being proposed for the top of the retaining walls.

Ms. Strandland reported there would be shrubs and pine trees.

Patrick Hampton, 15551 Potassium Street NW, explained he lived across the street from the proposed development. He expressed frustration that he did not receive a notice from the City regarding this Planning Case. He questioned who would be responsible for paying for the upgrades to Potassium Street. He reported he spent close to $30,000 in attorney's fees 12 years ago to ensure his land would remain as is. He stated he did not want to lose any more of his land and was not in favor of paying excessive roadway assessments.

Chairperson Bauer asked if the City would be seeking additional land from adjacent landowners if Potassium Street were to increase its width to 28 feet.

Community Development Director Gladhill reported the additional width would have to come from the applicant. He explained no assessments were being proposed at this time. He noted the project would be cost-shared between the City and the developer.

_____ Hampton, 15551 Potassium Street NW, explained 12 years ago she was forced to prove that she owned the road, which her husband put in. She encouraged the City to not reopen

old wounds. She discussed the expense she had to pay for lawyer's fees in order to protect her land. She stated she did not want to fight with the City Council and encouraged the Planning Commission to ensure her land remained intact. She commented on how her neighborhood would be impacted by increased traffic and suggested the City develop this property in a responsible manner.

Community Development Director Gladhill clarified for the record the previous legal debate was not about the project itself, but rather about existing Potassium Street and its easements.

Terry Petro, 6140 157th Lane NW, stated he lived to the northwest of the proposed development. He expressed concerns with how the City was allowing a number of different road widths within the Shade Tree Cottages development. He commented on how he would be impacted by increased traffic.

Community Development Director Gladhill described the City's road width standards. He explained currently Potassium Street was 20 feet wide and was a gravel surface, which meant going to 24 feet in width would be an improvement.

Mr. Petro expressed concern with the proposed size of the lots within Shade Tree Cottages and stated he believed this was not a good fit considering the size of the adjacent residential lots.

City Planner McGuire Brigl reviewed the size of the proposed lots and noted the units would have a detached townhome look and feel with a great deal of greenspace surrounding the lots.

Ron Schmidtz, 15641 Potassium Street NW, asked what the traffic flow would look like from Nowthen Boulevard onto Potassium Street. He stated he had concerns with the fact Potassium Street would only be 24 feet wide and questioned if this width would support all of the additional traffic. He inquired if the development would have a sidewalk on either side of Potassium Street.

City Planner McGuire Brigl reported the development would have a trail behind the lots and along Radium.

Mr. Schmidtz stated he would like to see a sidewalk along Potassium Street to protect the children in the neighborhood from the increased levels of traffic.

Shannon Schmidtz, 15641 Potassium Street NW, explained the bus stop for the children in the neighborhood was at the T. She indicated she would like a sidewalk installed for their safety.

Mr. Strandland anticipated that the bus stop location would change since the road would be pushed through to the north and additional children would require bussing to school.

Mr. Petro stated he supported the design and layout of this development more than the design that was previously brought before the City.

Commissioner VanScoy asked what the length of the driveways would be.

City Planner McGuire Brigl reported the driveways would be 25 feet wide.

Commissioner Anderson questioned what the proposed townhome units would look like. He inquired what the 30-foot easement going through the property was for.

City Planner McGuire Brigl reported the 30-foot easement was for a roadway and would outside the proposed plat.

Community Development Director Gladhill reviewed a photo of a project Shade Tree was completing in Anoka, Minnesota.

Commissioner Anderson expressed concern with the fact the proposed trails did not connect to any other trails within the City. He stated the proposed trails would only serve this small community and not the City at large.

Community Development Director Gladhill stated it would be the City's intention to make connections to the north to 157th and south to Alpine Drive. He explained that the Planning Commission could require the developer to install a sidewalk along Potassium Street if this was a safety concern.

Commissioner Surma asked if the wetland was a designated wetland by the DNR.

City Planner Anderson reported this was a DNR protected public wetland.

Commissioner Surma questioned if the residents in attendance would support the proposed development if the roadway were widened and sidewalks were included.

Mr. Hampton stated he supported sidewalk and bike paths so long as they did not run on the east side of the street.

Community Development Director Gladhill commented on how the project would have to address the wetland impacts if the roadway were widened and sidewalks were required. He recommended a sidewalk be placed on the west side of the road. He explained the developer would have to amend his plans prior to seeking Final Plat approval in order to address the comments and concerns being raised by the Planning Commission.

Commissioner Gengler stated she supported the development noting it included trails, protected the wetlands and provided open space. She asked if a traffic study should be completed for this development.

Commissioner VanScoy questioned how many homes would be included in this development.

City Planner McGuire Brigl reported this development would include 35 homes.

Commissioner VanScoy stated he would support deferring to staff's recommendation, which included a traffic study.

Motion by Commissioner Gengler, seconded by Commissioner Onyambu, to recommend that City Council adopt Resolution #18-209 Granting Preliminary Plat for Shade Tree Cottages, contingent upon compliance with the Staff Review Letter and City Engineer Approval requiring a traffic study for this request.

Further discussion

Commissioner Surma recommended City staff consider how to push slowly into the wetland.

Commissioner VanScoy asked if a 28-foot road and sidewalk was included in the motion for approval.

Community Development Director Gladhill reported these recommendations were not made a part of the motion but could be added as a friendly amendment.

Friendly Amendment by Commissioner VanScoy to recommend the roadway be 28 feet wide and that a sidewalk be installed on the west side of Potassium Street.

Commissioner Anderson stated he was not comfortable with this development and therefore would not be offering his support. He did not believe the development had any public benefit.

Commissioner VanScoy explained he would like to further discuss the entire PUD process as a Planning Commission so as to better understand these types of developments.

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

7. COMPREHENSIVE PLAN UPDATE ITEMS

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

8. COMMISSION / STAFF INPUT

8.01: Review Site Plan for Parkside Village, Ramsey Town Center 9th Addition Build-Out; Case of Centra Homes, LLC

City Planner McGuire Brigl stated the purpose of this case is to review a site plan application made by Centra Homes, LLC for the build-out of Ramsey Town Center 9th Addition via Parkside Village. Ramsey Town Center 9th Addition was platted in 2005 but never fully finished. The original developer built two townhouse buildings and put the first lift of asphalt on the private road, but the road needs to be completed, and the remainder of the townhomes built.

Commission Business

Commissioner Surma asked if this development would connect to Varilite.

Community Development Director Gladhill stated this was a possibility but was uncertain at this time.

Commissioner Anderson questioned how much the new units would deviate from the existing units.

Tate Baxter, Centra Homes, explained the new units would deviate slightly but noted in general the units would be very similar. He reported the new buildings would have five units that were two story townhomes. He provided further comment on the stone that would be installed on the exterior elevations.

Community Development Director Gladhill stated he would like to see the developer step up a little more and provide further enhancements to the porches, front façade and decks, in order for the new buildings to more closely match the existing building.

Commissioner Anderson inquired when construction would begin.

Mr. Baxter stated he would begin construction as soon as he could receive a building permit from the City. He noted he was proposing to construct 65 units, which would take several years to complete.

Commissioner Anderson asked if the proposed development would be added to the existing HOA.

Mr. Baxter reported this was the case.

Commissioner Anderson recommended the back sides of these buildings, which face the park, be improved.

Motion by Commissioner VanScoy, seconded by Commissioner Surma, to recommend that City Council adopt Resolution #18-228 granting site plan approval for Parkside Village, contingent upon modifications to Exterior Elevations and City Engineer Review.

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

8.02: Zoning Bulletins

Zoning Bulletins were noted.

9. ADJOURNMENT

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

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

The regular meeting of the Planning Commission adjourned at 8:58 p.m.

Respectfully submitted,

_____
Tim Gladhill
Community Development Director

ATTEST:

_____
JoAnn Shaw
Planning Division Secretary

Drafted by Heidi Guenther
TimeSaver Off Site Secretarial, Inc.

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

CC Regular Session **4. 11.**

Meeting Date: 11/13/2018

Submitted For: Tim Gladhill, Community Development

By: Eric Maass, Community Development

Information

Title:

Adopt Resolution #18-212 approving a Conditional Use Permit (CUP) Application for Auto Sales and Service at 6021 Hwy 21 (Project #17-151); Case of Roman Gadaskin.

Purpose/Background:

The purpose of this case is to consider a conditional use permit request to allow car sales and service to be conducted from 6021 Hwy 10 which is the former ICO gas station. Automotive sales and service are a conditional use within the H-1 Highway 10 zoning district. The Applicant has received interest from a prospective company who's company produces and applies vehicle advertistement wraps that would like to utilize the site. This use is most similar to automotive sales and servicing. The Applicant has submitted building plans that would renovate the former gas station building for the purposes of serving as an office and service center.

The Planning Commission considered this request at its regularly scheduled meeting on November 1, 2018. The draft minutes of that meeting have been included with this case. The Planning Commission recommended approval of the requested Conditional Use Permit pursuant to the Staff Review Leter and approval of construction plans by the City Engineer.

Notification:

City Staff attempted to notify all property owners within 350 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 Comprehensive Plan guides the subject property for Commercial use and is zoned H-1 Highway 10 District. The proposed business is consistent with the Commercial Use Comprehensive Plan guidance and the H-1: Highway 10 district as the proposed use is consistent with Motor vehicle sales and service which is listed as a Conditional Uses in the H-1 Highway 10 district. The H-1: Highway 10 District requires that open and outdoor storage areas shall be surface with concrete or blacktop and finished with continuous concrete curbing. Grading, drainage, and erosion control plans must be submitted and approved by the City Engineer.

The Applicant has not requested any additional outside storage outside of cars to be parked for auto sales. No inoperable or damaged vehicles may be parked outside. The Applicant has proposed a service garage and any vehicles to be serviced would be parked within the building.

The H-1: Highway 10 District requires 1 deciduous/coniferous trees per 50 lineal feet of site perimeter or 1 tree per 1,000 square feet of building footprint area, whichever is greater. City code also requires 1 shrub per 30 lineal feet of site perimeter or 1 per 300 square feet of building footprint area, whichever is greater. The 1,300 lineal feet is the greater requirement of the two. As a result 26 deciduous/coniferous trees are required and 43 shrubs are required.

These landscaping requirements are being reviewed based on the entire site requirements and in connection with the CUP application for Truck Garant from the same property. The required totals indicated below are reflective of the entire site and cover the requirements of both CUP's. Required Deciduous/Coniferous Trees 26 Shrubs 43

Per the city code, one parking stall is required for every 300 square feet of office space or one parking stall per 1,000 square feet of industrial space. The site plan shows the existing building to be approximately 2,000 square feet building with 35 parking stalls where only 7 are required by City Code. The 35 proposed spaces are more than what is required to meet City Code but are necessary for the property to be used for car sales.

The developer will be required to enter into a Development Agreement with the City to ensure the timely construction of required improvements. The Development Agreement will also require a financial surety in the amount of 125% of the cost of required improvements. The financial surety shall be in the form of a Letter of Credit or cash escrow only. The Development Agreement will also require an Engineering Inspection Fee of 5% of the cost of required improvements. The escrow must be in the form of a cash escrow. The City will prepare a draft Development Agreement for your review once an engineer's estimate has been provided by the Applicant.

Alternatives

Alternative 1: Adopt Resolution #18-212 Approving a Conditional Use Permit for automotive sales and service at 6021 Highway 10. Based on the conditions listed for approval staff is supportive of Alternative 1.

Alternative 2: Recommend denail of Resolution #18-212 Approving a Conditional Use Permit for automotive sales and service at 6021 Highway 10. The proposed use appears reasonable for the property and when the conditions are adhered to as it relates to paving, striping, and building improvements, the use would be an improvement for the property. Staff is not supportive of Alternative 2.

Funding Source:

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

Recommendation:

The Planning Commission recommended approval of Resolution #18-212 Approving a Conditional Use Permit for Automotive Sales and Service for the property at 6021 Highway 10.

Action:

Motion to adopt Resolution #18-212 approving a Conditional Use Permit for Auto Sales and Service at 6021 Hwy 10, contingent upon conformance with the Staff Review Memo and approval of construction plans by the City Engineer.

Attachments

Site Location Map
Site Plan
Building Improvements
Planning Tech Report
Resolution #18-212 Approving Car Sales and Service at 6021 Highway 10
DRAFT Planning Commission Meeting Minutes

Form Review

Inbox	Reviewed By	Date
Tim Gladhill	Tim Gladhill	11/08/2018 08:36 AM
Kurt Ulrich	Eric Maass	11/08/2018 08:54 AM
Tim Gladhill	Tim Gladhill	11/08/2018 09:07 AM

Kurt Ulrich	Eric Maass	11/08/2018 09:09 AM
Tim Gladhill	Tim Gladhill	11/08/2018 09:44 AM
Kurt Ulrich	Kurt Ulrich	11/08/2018 09:49 AM

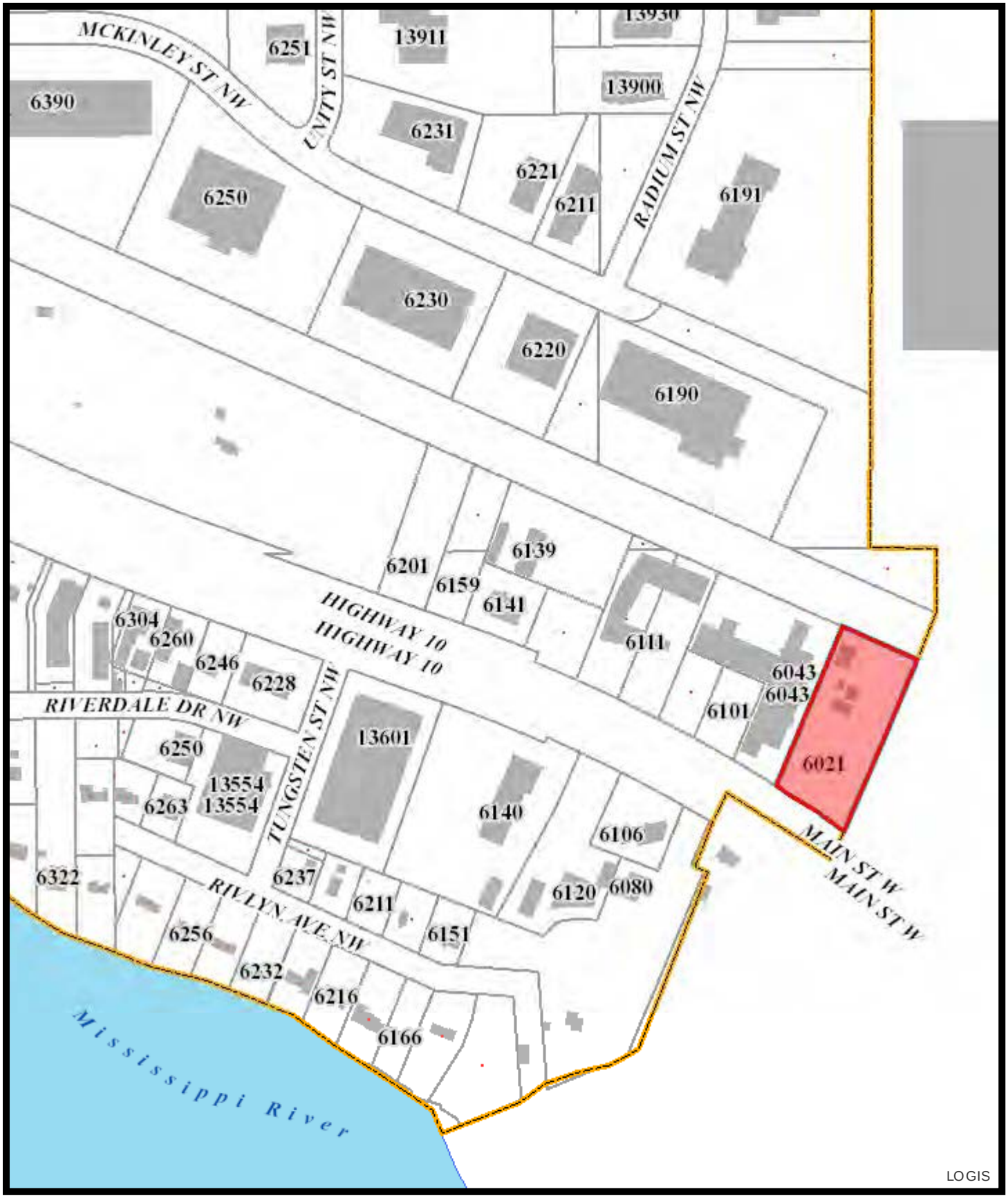
Form Started By: Eric Maass Started On: 10/30/2018 02:50 PM

Final Approval Date: 11/08/2018

35-32-25-31-0012
6021 HIGHWAY 10 NW

Site Location Map

6021 Highway #10



Feet
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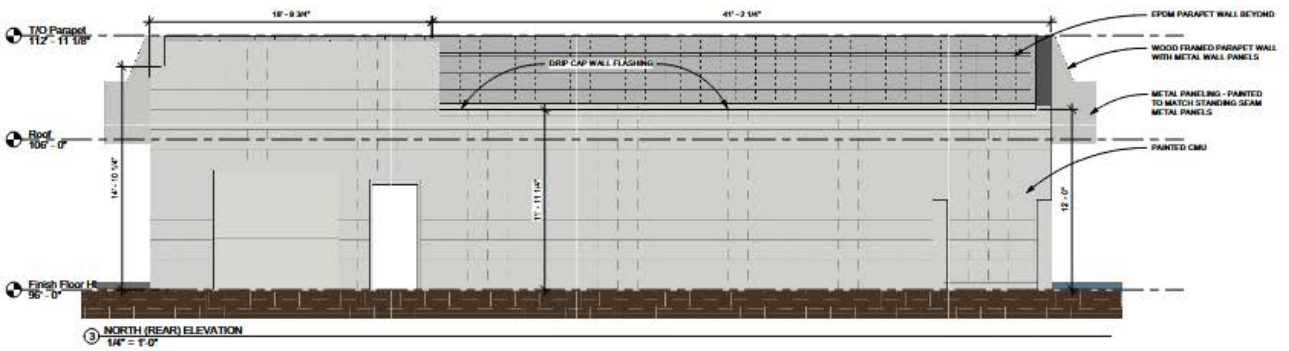
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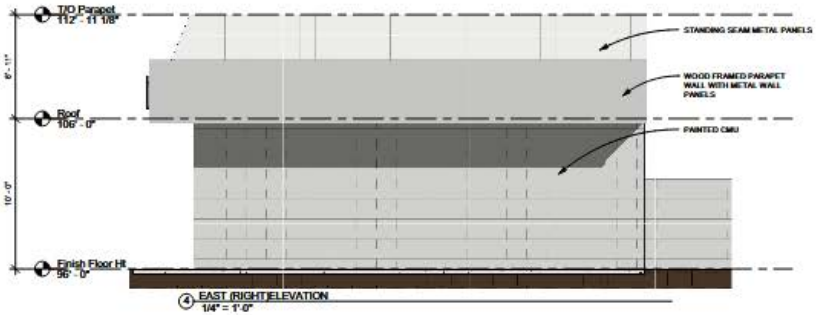
HWY 10 CONCEPT

September 28, 2018 | WSB Project number: 011112-000

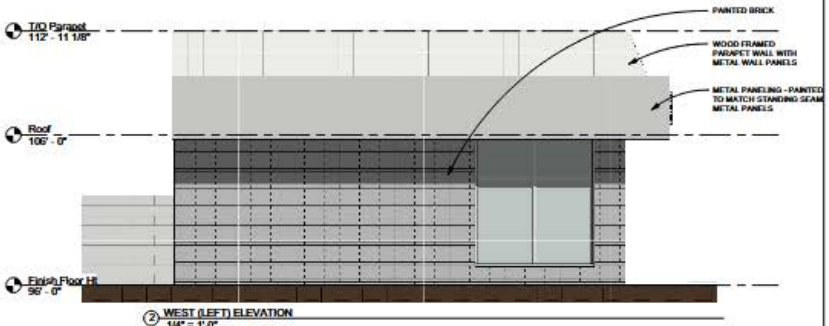
K:\011112-000\Cad\Exhibits\62021 Hwy 10\Hwy 10 Site Plan



3 NORTH (REAR) ELEVATION
1/4" = 1'-0"



4 EAST (RIGHT)ELEVATION
1/4" = 1'-0"



2 WEST (LEFT) ELEVATION
1/4" = 1'-0"



1 SOUTH (FRONT) ELEVATION
1/4" = 1'-0"

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REVISIONS	date

InSpire Architects
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Ham Lake MN 55304
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Jeff@ArchitectMN.com

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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
Print Name: Jeffrey Hafferman AIA NCARB
Signature:

7/16/2018 6:48:56 PM
License # 44333

Sheet Title: Elevations

Project Name: MERCANTILE/ OFFICE/ WAREHOUSE
6221 Highway 10
Ramsey, MN 55303

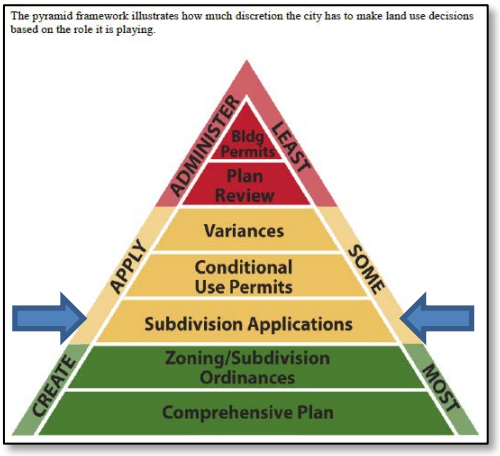
Project number	2018.25
Date	7/16/2018 6:48:56 PM
Drawn by	Author
Checked by	Checker
Construction Documents	

A101

CITY OF RAMSEY LAND USE APPLICATION
TECHNICAL REVIEW FILE

DATE	10/2/2018	**PROJECT ADDRESS**	6021 HWY 10
PROJECT. TITLE	17-151: AUTO SALES AND SERVICE CUP @ 6021 HWY 10		
ESCROW #			
DEPARTMENT:	Community Development: Planning Division (Comprehensive Plan and Zoning Code)		
TECHNICAL REVIEWER:	Name: Eric Maass, Planning Consultant Email: EMaass@wsbeng.com		

General: The purpose of this file is to review an application and site plan for a proposed conditional use at 6021 Hwy 10. The Applicant, Roman Gadaskin has requested a conditional use permit for the automobile sales and service from the former ICO Gas Station building.



This case is being reviewed per Chapter 117, Article II entitled Zoning.

Comprehensive Plan/Zoning: The Comprehensive Plan guides the subject property for Commercial use and is zoned H-1 Highway 10 District. The proposed business is consistent with the Commercial use Comprehensive Plan guidance and the H-1: Highway 10 district as the proposed use is consistent with Motor vehicle sales and service which is listed as a Conditional Uses in the H-1 Highway 10 district.

Dimensional Standards for the H-1 Highway 10 District: The following standards apply to requested Conditional Use Permit in the H-1 Highway 10 District.

Standard	Requirement	Existing
Minimum Lot Size	0.5 Acres	2.05 Acres
Minimum Lot Width	100 feet	200 feet
Minimum Front Yard Setback	60 feet from centerline of road plus 35 feet.	95 feet
Minimum Rear Yard Setback	35 feet	315 feet
Minimum Side Yard Setback	10 feet	60 feet
Building Height	35 Feet	< 35 feet
Maximum Structure Area	35%	11.02% (for truck garant and car sales plus potential building expansion)
Parking and Pavement Setback from street ROW	20 feet	> 20 feet

No new structures are being requested to be approved at this time but the Applicant is proposing façade improvements to the currently existing former ICO gas station building.

Site Improvements. The H-1 Highway 10 District requires that open and outdoor storage areas shall be surface with concrete or blacktop and finished with continuous concrete curbing. Grading, drainage, and erosion control plans must be submitted and approved by the City Engineer.

Outdoor Storage. The Applicant has not requested any additional outside storage outside of cars to be parked for auto sales. No inoperable or damaged vehicles may be parked outside. The Applicant has proposed a service garage and any vehicles to be serviced would be parked within the building.

Landscaping. H-1 Highway 10 District requires 1 deciduous/coniferous trees per 50 lineal feet of site perimeter or 1 tree per 1,000 square feet of building footprint area, whichever is greater. City code also requires 1 shrub per 30 lineal feet of site

perimeter or 1 per 300 square feet of building footprint area, whichever is greater. The 1,300 lineal feet is the greater requirement of the two. As a result 26 deciduous/coniferous trees are required and 43 shrubs are required. These landscaping requirements are being reviewed based on the entire site requirements and in connection with the CUP application for Truck Garant from the same property. The required totals indicated below are reflective of the entire site and cover the requirements of both CUP's.

	Required
Deciduous/Coniferous Trees	26
Shrubs	43

Streets/Access. Access to the property would remain off of Hwy 10 with an access on both the west and east sides of the property. Presently there is a driveway access to this parcel from Anoka Technical College. Staff is recommending that a condition of approval be that the driveway access connecting Anoka Technical College be removed.

Utilities/Wells. Public utilities currently exist on site and are proposed to continue to be used. The site will likely require stormwater management to account for the increase impervious surface that will be added to the site as part of the proposed improvements. Stormwater easement may be required if the proposed infiltration basin is to be publicly maintained.

Development Fees. The Developer will be required to pay development fees consistent with the City's approved schedule of Rates and Charges. Actual rates and charges will be included in a future development agreement.

Lighting. The Applicant is not currently proposing the addition of any lighting to the site.

Building Elevations. The existing building is a metal building which is a soft yellow in color. The Applicant has not proposed any changes to the building elevations at this time. Metal exteriors are allowed in the H-1 Highway 10 zoning district.

Parking/loading areas. Per the city code, one parking stall is required for every 300 square feet of office space or one parking stall per 1,000 square feet of industrial space. The site plan shows the existing building to be approximately 2,000 square feet building with 35 parking stalls where only 7 are required by City Code. The 35 proposed spaces are more than what is required to meet City Code but are necessary for the property to be used for car sales.

Other comments. None.

Recommendation. City Staff is recommending that the Planning Commission and City Council approve the requested conditional use permit and associated site plan approval, with the considerations listed in this staff report, contingent upon review and approval of a future site grading, drainage, erosion control, and paving plan by the City Engineer.

Next Steps. The developer will be required to enter into a Development Agreement with the City to ensure the timely construction of required improvements. The Development Agreement will also require a financial surety in the amount of 125% of the cost of required improvements. The financial surety shall be in the form of a Letter of Credit or cash escrow only. The Development Agreement will also require an Engineering Inspection Fee of 5% of the cost of required improvements. The escrow must be in the form of a cash escrow. The City will prepare a draft Development Agreement for your review once an engineer's estimate has been provided by the Applicant.

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

RESOLUTION #18-212

A RESOLUTION APPROVING A REQUEST FROM ROMAN GADASKIN FOR A CONDITIONAL USE PERMIT TO ALLOW MOTOR VEHICLE SALES AND SERVICE IN THE H-1 HIGHWAY 10 DISTRICT AT THE PROPERTY LOCATED AT 6021 HIGHWAY 10 NW IN RAMSEY, MINNESOTA.

RECITALS

1. Roman Gadaskin, hereinafter referred to as the "**Permittee,**" has properly applied for a Conditional Use Permit ("the **Permit**") to allow Motor Vehicle Sales and Service on the property generally known as 6021 Highway 10 NW and legally described as follows:

   Auditors Subdivision NO 96, Lot 24, Anoka County, Minnesota

   ("**Subject Property**")

2. The City of Ramsey received an application for a Conditional Use in the H-1 Highway 10 District from the **Permittee** on September 20, 2018.

3. That the **Permittee** appeared before the Planning Commission for a public hearing pursuant to Section 117-51 (Conditional Use Permits) and a public hearing pursuant to the Ramsey City Code on November 1, 2018, and that said public hearings were properly advertised and that the minutes of said public hearings are hereby incorporated by reference.

4. That the **Subject Property** is approximately 2.05 acres in size and is located within the H-1 Highway 10 District.

5. That the **Permittee** has submitted a site plan that shows an existing structure that will be utilized for the purpose of automobile sales and service.

6. That the **Subject Property** is served by a public utilities and will continue to be serviced by public utilities.

7. That any grading and/or paving shall require plans prepared by the **Permittee** and submitted to the City for review and approval.

FINDINGS OF FACT

1. That a motor vehicles sales and service business **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 motor vehicles sales and service business **will not** substantially adversely impair the use, enjoyment or market value of any of the surrounding properties.

3. That a motor vehicles sales and service business **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 motor vehicles sales and service business **will not** be hazardous to existing or future neighboring uses.

5. That a motor vehicles sales and service business **will not** impact essential public facilities and services, such as highways, streets, police and fire protection.

6. That a motor vehicles sales and service business **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 motor vehicles sales and service business **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:

1. That no inoperable or damaged vehicles shall be stored outdoors.

2. That the **Permittee** shall provide grading and drainage plans to the City for review and approval prior to any surface parking paving, repaving, curbing, or expansion.

3. That any restriping or repaving of the parking lot will meet City requirements at the time of updating.

4. That the **Subject Property** shall have adequate parking for the use before being issued a Certificate of Occupancy.

5. That there shall be no parking related to the use along or within right of way associated with Highway 10 NW.

6. That with new curbing and repaving that the driveway between the **Subject Property** and the parking lot for Anoka Technical College be blocked.

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

8. 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 ___th day of _____ 2018.

PERMITTEE

_____ 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 _____, 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

PLANNING COMMISSION
CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA

The Ramsey Planning Commission conducted a regular meeting on Thursday, November 1, 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 Gary VanScoy
Members Absent:	Commissioner Matt Woestehoff
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 VanScoy, seconded by Commissioner Surma, to approve the agenda as presented.

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

4. APPROVE PLANNING COMMISSION MINUTES

4.01: Approve the Following Planning Commission Minutes:

4.01.1: Planning Commission Work Session Minutes Dated September 9, 2018
4.01.2: Planning Commission Meeting Minutes Dated September 9, 2018
4.01.3: Planning Commission Meeting Minutes Dated October 4, 2018

Motion by Commissioner Anderson, seconded by Commissioner Surma, to approve the following minutes as presented: Planning Commission Work Session Minutes dated September 9, 2018; Planning Commission Meeting Minutes dated September 9, 2018; and Planning Commission Meeting Minutes dated October 4, 2018.

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

5. PUBLIC HEARINGS/COMMISSION BUSINESS

5.01: Public Hearing: Consider a Variance Request to Allow an Addition to an Existing, Detached Accessory Building Nearer the Front Lot Line than the Home at 17630 Nowthen Boulevard NW (Project No. 18-157); Case of Richard and Shirley Watson

Public Hearing

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

Presentation

City Planner Anderson presented the staff report stating the City has received an application from Richard and Shirley Watson (the "Applicant") for a variance to allow an addition to a detached accessory building to be nearer the front property line than the home on the property generally known as 17630 Nowthen Boulevard NW (the "Subject Property"). The Subject Property is approximately 1.70 acres in size and City Code restricts the siting of detached accessory buildings to the side or rear yard of a lot when under two (2) acres in size. The existing building is 728 square feet, and the proposed addition is 728 square feet; the proposed building would be 1,456 square feet.

Citizen Input

Commissioner VanScoy questioned what the maximum size allowed was for accessory structures.

City Planner Anderson reported the applicant would be eligible for 2,400 square feet of total accessory structure for the space and right now the site would have approximately 2,000 square feet.

Richard Watson, 17630 Nowthen Boulevard NW, explained he built his home 50 years ago and added the detached garage years later. He explained the new garage would allow him the space to have a woodshop.

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

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

Chairperson Bauer closed the public hearing closed at 7:10 p.m.

Commission Business

Motion by Commissioner Surma, seconded by Commissioner VanScoy, to recommend adoption of Resolution #18-227 granting a variance to allow an addition to a detached accessory building to be nearer the front property line than the home on the Subject Property.

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

5.02: Public Hearing: Request for Consider Conditional Use Permit (CUP) Application for Truck Garant at 6021 Highway 21 (Project 17-151); Case of Roman Gadaskin

Public Hearing

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

Presentation

Consulting Planner Maass presented the staff report stating Roman Gadaskin (the "Applicant") has submitted an application for a Conditional Use Permit (CUP) at 6021 Highway 10 NW (the "Subject Property") to allow a Truck Garant, a dispatch trucking company to operate from the subject property. Dump trucks from Truck Garant are dispatched to haul construction material all over the metropolitan area. No construction material is brought back to the subject property. The Applicant is proposing to utilize this location as a dispatch center where the vehicles will be stored and where minor maintenance and fabrication would occur. The facility would not be available to the general public. This business was first brought to the attention of Staff through its code enforcement program. Over the past several months the applicant and business owner have been working with Staff to make corrections prior to being brought forward for CUP consideration.

Citizen Input

Commissioner VanScoy asked if the Conditional Use Permit was for the back of the property and not the front.

Consulting Planner Maass reported this was correct.

Commissioner VanScoy questioned if there was a plan to provide access to the back of the property.

Consulting Planner Maass described the location of the two access points on the site.

Roman Gadaskin, 13112 Sunset Trail in Plymouth, reported he owned the property but would not operate the proposed business.

Chairperson Bauer asked how many trucks the proposed building would be able to accommodate, given the fact inoperable trucks could not be parked outdoors.

Mr. Gadaskin explained the proposed building was 1,800 square feet and could only accommodate two trucks.

Commissioner VanScoy indicated this would be a nice improvement to this lot.

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

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

Chairperson Bauer closed the public hearing closed at 7:18 p.m.

Commission Business

Motion by Commissioner VanScoy, seconded by Commissioner Onyambu, to recommend that City Council adopt Resolution #18-211 approving a Conditional Use Permit for Truck Garant at 6021 Hwy 10 contingent upon conformance with the Staff Review Memo and approval of construction plans by the City Engineer noting the Findings of Fact are favorable to the applicant.

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

5.03: Public Hearing: Consider Conditional Use Permit (CUP) Application for Auto Sales and Service at 6021 Highway 21 (Project 17-151); Case of Roman Gadaskin

Public Hearing

Chairperson Bauer called the public hearing to order at 7:20 p.m.

Presentation

Consulting Planner Maass presented the staff report stating the purpose of this case is to consider a conditional use permit request to allow car sales and service to be conducted from 6021 Hwy

10 which is the former ICO gas station. Automotive sales and service are a conditional use within the H-1 Highway 10 zoning district. The Applicant has received interest from prospective dealerships that would like to utilize the site and has submitted building plans that would renovate the former gas station building for the purposes of serving as a dealership office and service center.

Citizen Input

Commissioner VanScoy asked if Mr. Gadaskin had a concern with the connection between the Anoka Tech parking lot and his property being closed.

Roman Gadaskin, 13112 Sunset Trail in Plymouth, stated he supported this connection being closed.

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

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

Chairperson Bauer closed the public hearing closed at 7:25 p.m.

Commission Business

Commissioner Anderson stated he hoped this was one of the last used car lots in Ramsey.

Motion by Commissioner VanScoy, seconded by Commissioner Anderson, to recommend that City Council adopt Resolution #18-212 approving a Conditional Use Permit for Auto Sales and Service at 6021 Hwy 10, contingent upon conformance with the Staff Review Memo and approval of construction plans by the City Engineer, adding a Condition that the parking lot connection between the Subject Property and Anoka Tech be closed and noting the Findings of Fact are favorable to the applicant.

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

5.04: Public Hearing: Consider Request to Rezone Property Identified by PID #35-32-25-32-0062 from R-1 Residential (MUSA) to E-1 Employment (Project No. 155); Case of Rocky MTN Investment LLC

Public Hearing

Chairperson Bauer called the public hearing to order at 7:28 p.m.

Presentation

City Planner Anderson presented the staff report stating the City has received an application from Rocky Mountain Investment LLC (the "Applicant") to rezone the property identified by PID # 35-32-25-32-0062 (the "Subject Property") from R-1 Residential (MUSA) to E-1 Employment. The Applicant is attempting to work with a nearby business (just to the east of the Subject Property but on the north side of the street) that is interested in utilizing the land for outside storage. Staff provided further comment on the rezoning and recommended the Commission not approve the request.

Citizen Input

It was noted the applicant was not in attendance at the meeting.

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

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

Chairperson Bauer closed the public hearing closed at 7:35 p.m.

Commission Business

Motion by Commissioner Anderson, seconded by Commissioner VanScoy, to recommend to the City Council the zoning of the Subject Property remain as R-1 Residential (MUSA).

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

6. COMMISSION BUSINESS

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

Presentation

City Planner McGuire Brigl 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 depth and wetland setbacks have changed. The PUD zoning remains on the parcel, though the underlying zoning was R-1 (MUSA).

Commission Business

Commissioner Anderson expressed concerns with the proposed 24-foot-wide road within the new development. He noted the City's standard roadway width was 28 feet and he would like to see the applicant make a change to comply with this requirement. He asked if houses 5 through 10 could be flipped to have the backyards facing each other. He stated he did not like the fact that one of the lots would have three streets around it.

Mark Strandland, 1696 229th Avenue NE in East Bethel, reported the original plat had Potassium Street at 24 feet. He indicated if the roadway width were to change, the development would have an increased impact on the wetlands. In addition, the cost share for this roadway would increase. He commented he was not interested in flipping the street adjacent to lots 5 through 10 as these lots currently had a full walk-out basement. He described the location of the proposed retaining walls noting the homes would be less visually impactful if the plans were to remain as is given the topography of the land. He noted landscaping would be added near the retaining wall to assist with screening.

Commissioner Anderson encouraged the applicant to work with City staff to bring the street up to City Code requirements.

Mr. Strandland stated he would speak with the City Engineer to try and make something work but anticipated an increase in the roadway width would have a negative impact on the surrounding wetlands.

Commissioner VanScoy asked what type of landscaping was being proposed for the top of the retaining walls.

Ms. Strandland reported there would be shrubs and pine trees.

Patrick Hampton, 15551 Potassium Street NW, explained he lived across the street from the proposed development. He expressed frustration that he did not receive a notice from the City regarding this Planning Case. He questioned who would be responsible for paying for the upgrades to Potassium Street. He reported he spent close to $30,000 in attorney's fees 12 years ago to ensure his land would remain as is. He stated he did not want to lose any more of his land and was not in favor of paying excessive roadway assessments.

Chairperson Bauer asked if the City would be seeking additional land from adjacent landowners if Potassium Street were to increase its width to 28 feet.

Community Development Director Gladhill reported the additional width would have to come from the applicant. He explained no assessments were being proposed at this time. He noted the project would be cost-shared between the City and the developer.

_____ Hampton, 15551 Potassium Street NW, explained 12 years ago she was forced to prove that she owned the road, which her husband put in. She encouraged the City to not reopen

old wounds. She discussed the expense she had to pay for lawyer's fees in order to protect her land. She stated she did not want to fight with the City Council and encouraged the Planning Commission to ensure her land remained intact. She commented on how her neighborhood would be impacted by increased traffic and suggested the City develop this property in a responsible manner.

Community Development Director Gladhill clarified for the record the previous legal debate was not about the project itself, but rather about existing Potassium Street and its easements.

Terry Petro, 6140 157th Lane NW, stated he lived to the northwest of the proposed development. He expressed concerns with how the City was allowing a number of different road widths within the Shade Tree Cottages development. He commented on how he would be impacted by increased traffic.

Community Development Director Gladhill described the City's road width standards. He explained currently Potassium Street was 20 feet wide and was a gravel surface, which meant going to 24 feet in width would be an improvement.

Mr. Petro expressed concern with the proposed size of the lots within Shade Tree Cottages and stated he believed this was not a good fit considering the size of the adjacent residential lots.

City Planner McGuire Brigl reviewed the size of the proposed lots and noted the units would have a detached townhome look and feel with a great deal of greenspace surrounding the lots.

Ron Schmidtz, 15641 Potassium Street NW, asked what the traffic flow would look like from Nowthen Boulevard onto Potassium Street. He stated he had concerns with the fact Potassium Street would only be 24 feet wide and questioned if this width would support all of the additional traffic. He inquired if the development would have a sidewalk on either side of Potassium Street.

City Planner McGuire Brigl reported the development would have a trail behind the lots and along Radium.

Mr. Schmidtz stated he would like to see a sidewalk along Potassium Street to protect the children in the neighborhood from the increased levels of traffic.

Shannon Schmidtz, 15641 Potassium Street NW, explained the bus stop for the children in the neighborhood was at the T. She indicated she would like a sidewalk installed for their safety.

Mr. Strandland anticipated that the bus stop location would change since the road would be pushed through to the north and additional children would require bussing to school.

Mr. Petro stated he supported the design and layout of this development more than the design that was previously brought before the City.

Commissioner VanScoy asked what the length of the driveways would be.

City Planner McGuire Brigl reported the driveways would be 25 feet wide.

Commissioner Anderson questioned what the proposed townhome units would look like. He inquired what the 30-foot easement going through the property was for.

City Planner McGuire Brigl reported the 30-foot easement was for a roadway and would outside the proposed plat.

Community Development Director Gladhill reviewed a photo of a project Shade Tree was completing in Anoka, Minnesota.

Commissioner Anderson expressed concern with the fact the proposed trails did not connect to any other trails within the City. He stated the proposed trails would only serve this small community and not the City at large.

Community Development Director Gladhill stated it would be the City's intention to make connections to the north to 157th and south to Alpine Drive. He explained that the Planning Commission could require the developer to install a sidewalk along Potassium Street if this was a safety concern.

Commissioner Surma asked if the wetland was a designated wetland by the DNR.

City Planner Anderson reported this was a DNR protected public wetland.

Commissioner Surma questioned if the residents in attendance would support the proposed development if the roadway were widened and sidewalks were included.

Mr. Hampton stated he supported sidewalk and bike paths so long as they did not run on the east side of the street.

Community Development Director Gladhill commented on how the project would have to address the wetland impacts if the roadway were widened and sidewalks were required. He recommended a sidewalk be placed on the west side of the road. He explained the developer would have to amend his plans prior to seeking Final Plat approval in order to address the comments and concerns being raised by the Planning Commission.

Commissioner Gengler stated she supported the development noting it included trails, protected the wetlands and provided open space. She asked if a traffic study should be completed for this development.

Commissioner VanScoy questioned how many homes would be included in this development.

City Planner McGuire Brigl reported this development would include 35 homes.

Commissioner VanScoy stated he would support deferring to staff's recommendation, which included a traffic study.

Motion by Commissioner Gengler, seconded by Commissioner Onyambu, to recommend that City Council adopt Resolution #18-209 Granting Preliminary Plat for Shade Tree Cottages, contingent upon compliance with the Staff Review Letter and City Engineer Approval requiring a traffic study for this request.

Further discussion

Commissioner Surma recommended City staff consider how to push slowly into the wetland.

Commissioner VanScoy asked if a 28-foot road and sidewalk was included in the motion for approval.

Community Development Director Gladhill reported these recommendations were not made a part of the motion but could be added as a friendly amendment.

Friendly Amendment by Commissioner VanScoy to recommend the roadway be 28 feet wide and that a sidewalk be installed on the west side of Potassium Street.

Commissioner Anderson stated he was not comfortable with this development and therefore would not be offering his support. He did not believe the development had any public benefit.

Commissioner VanScoy explained he would like to further discuss the entire PUD process as a Planning Commission so as to better understand these types of developments.

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

7. COMPREHENSIVE PLAN UPDATE ITEMS

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

8. COMMISSION / STAFF INPUT

8.01: Review Site Plan for Parkside Village, Ramsey Town Center 9th Addition Build-Out; Case of Centra Homes, LLC

City Planner McGuire Brigl stated the purpose of this case is to review a site plan application made by Centra Homes, LLC for the build-out of Ramsey Town Center 9th Addition via Parkside Village. Ramsey Town Center 9th Addition was platted in 2005 but never fully finished. The original developer built two townhouse buildings and put the first lift of asphalt on the private road, but the road needs to be completed, and the remainder of the townhomes built.

Commission Business

Commissioner Surma asked if this development would connect to Varilite.

Community Development Director Gladhill stated this was a possibility but was uncertain at this time.

Commissioner Anderson questioned how much the new units would deviate from the existing units.

Tate Baxter, Centra Homes, explained the new units would deviate slightly but noted in general the units would be very similar. He reported the new buildings would have five units that were two story townhomes. He provided further comment on the stone that would be installed on the exterior elevations.

Community Development Director Gladhill stated he would like to see the developer step up a little more and provide further enhancements to the porches, front façade and decks, in order for the new buildings to more closely match the existing building.

Commissioner Anderson inquired when construction would begin.

Mr. Baxter stated he would begin construction as soon as he could receive a building permit from the City. He noted he was proposing to construct 65 units, which would take several years to complete.

Commissioner Anderson asked if the proposed development would be added to the existing HOA.

Mr. Baxter reported this was the case.

Commissioner Anderson recommended the back sides of these buildings, which face the park, be improved.

Motion by Commissioner VanScoy, seconded by Commissioner Surma, to recommend that City Council adopt Resolution #18-228 granting site plan approval for Parkside Village, contingent upon modifications to Exterior Elevations and City Engineer Review.

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

8.02: Zoning Bulletins

Zoning Bulletins were noted.

9. ADJOURNMENT

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

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

The regular meeting of the Planning Commission adjourned at 8:58 p.m.

Respectfully submitted,

_____
Tim Gladhill
Community Development Director

ATTEST:

_____
JoAnn Shaw
Planning Division Secretary

Drafted by Heidi Guenther
TimeSaver Off Site Secretarial, Inc.

CC Regular Session **4. 12.**

Meeting Date: 11/13/2018

By: Chloe McGuire Brigl, Community Development

Information

Title

Adopt Resolution 18-228 Granting Site Plan Approval for Parkside Village; Case of Centra Homes, LLC

Purpose/Background:

The purpose of this case is to review a site plan application made by Centra Homes, LLC for the build-out of Ramsey Town Center 9th Addition via Parkside Village. Ramsey Town Center 9th Addition was platted in 2005 but never fully finished. The original developer built two townhouse buildings and put the first lift of asphalt on the private road, but the road needs to be completed, and the remainder of the townhomes built.

As some of the required changes are architectural in nature, Staff will bring back final renderings to City Council before building permits are issued. This will allow City Council final architectural approval.

Notification:

No notification required for site plan approval.

Observations/Alternatives:

Since 2005, City standards in the COR have changed in regard to architectural review, and the City has different regulations surrounding topsoil requirements, wetland setbacks, landscaping, and infiltration. Due to these changes, the City requested the applicant come back forward with a site plan in order for Staff and the City to approve the new buildings. The proposal shows private, internal roadways and 13 new, detached townhome buildings. The applicant is proposing to follow the site plan set forth by the previous developer, which includes attached townhomes and private roads. The proposed townhomes generally meet the architectural guidelines of the COR but will require larger porches. The CIty has already approved the final plat for this project, so this discussion is strictly about the landscape plan, architectural standards, and approving the grading plan. Staff is reviewing the new buildings under the current COR regulations, which requires changes to the elevations, exterior finish, porch/deck sizes, and adding articulation along the building.

The Planning Commission met on November 1, 2018 and discussed the site plan. The Planning Commission recommended approval unanimously of the site plan with increased architectural standards and modifications to the exterior elevations. Final archiectural renderings will be brought back to City Council once the required changes have been made on the plan set. This preliminary approval will allow Centra Homes to begin preliminary work on the project.

Funding Source:

The applicant is responsible for all costs associated with Project.

Recommendation:

The Planning Commission recommends approval of Resolution 18-228 granting site plan approval for Parkside Village, contingent upon compliance modifications to Exterior Elevations and City Engineer Review.

Action:

Motion to adopt Resolution 18-228 granting site plan approval for Parkside Village, contingent upon modifications to Exterior Elevations and City Engineer Review.

Attachments

Site Location Map

Plan Set

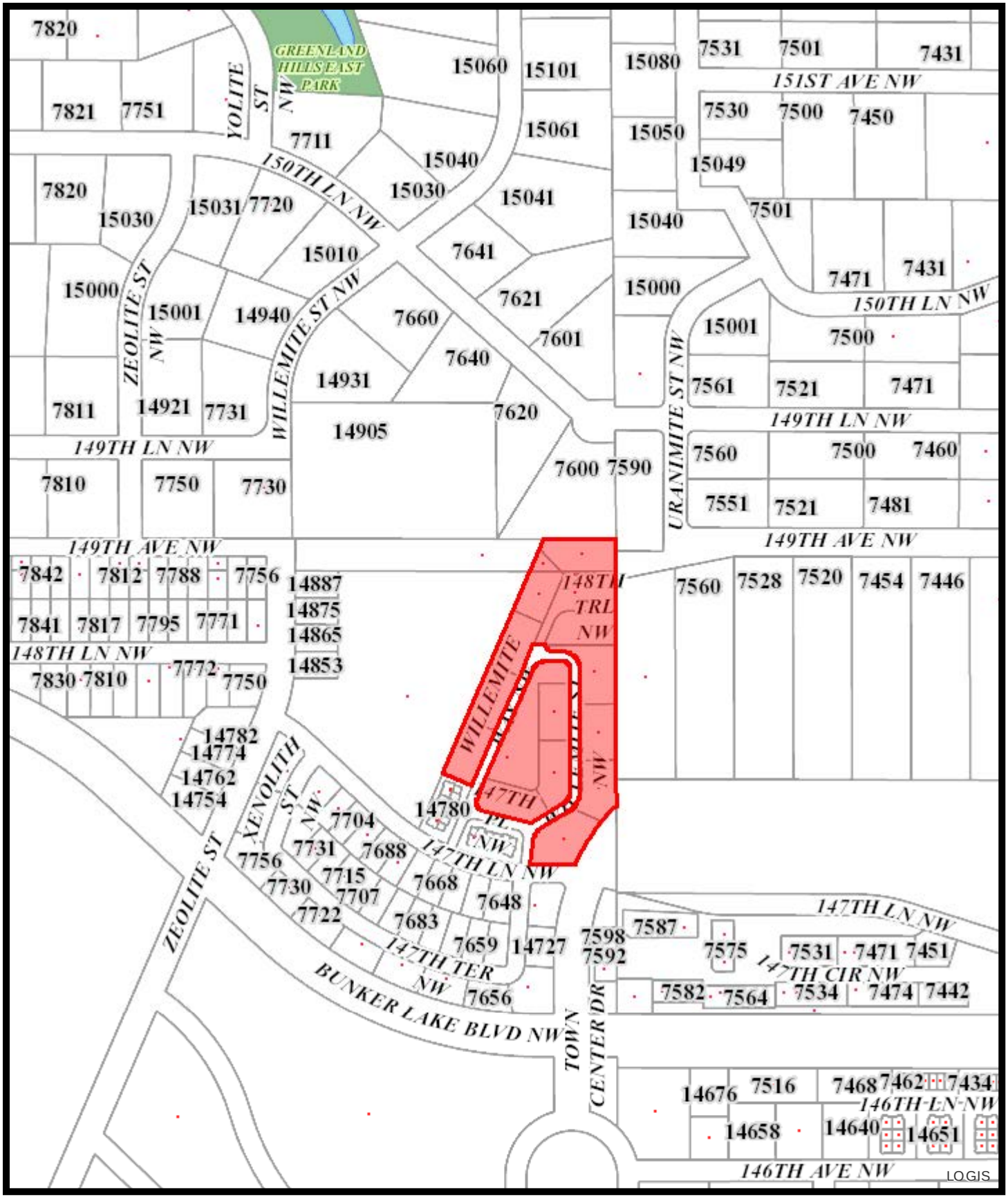
Nov 1, 2018 DRAFT Planning Commission Minutes

Resolution #18-228

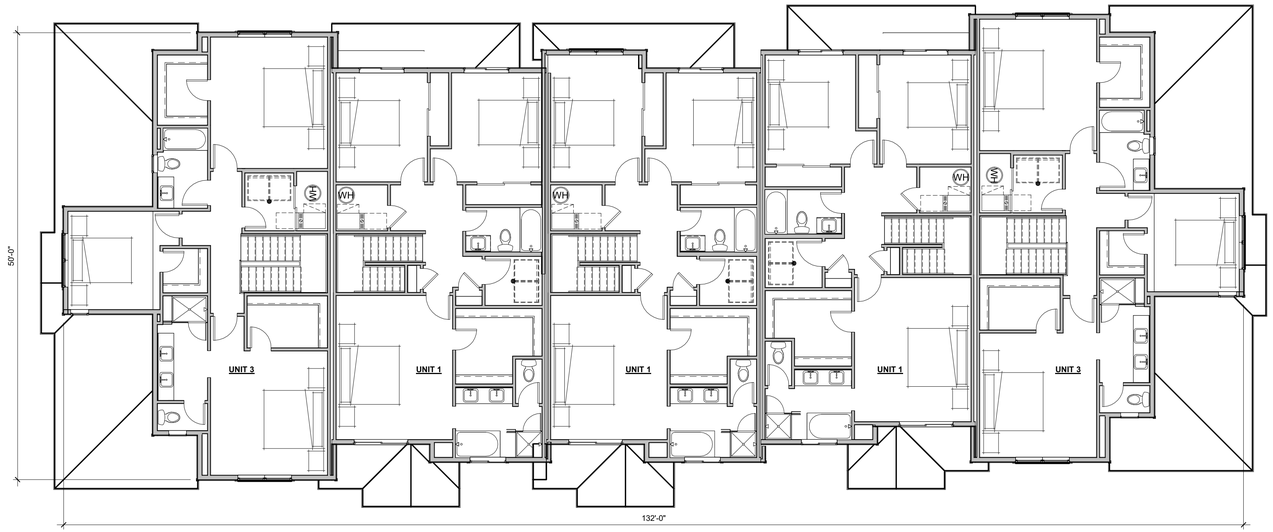
Form Review

Inbox	Reviewed By	Date
Chris Anderson	Chris Anderson	11/07/2018 08:36 AM
Tim Gladhill	Tim Gladhill	11/08/2018 09:07 AM
Kurt Ulrich	Kurt Ulrich	11/08/2018 09:53 AM
Form Started By: Chloe McGuire Brigl		Started On: 11/01/2018 04:56 PM
Final Approval Date: 11/08/2018		

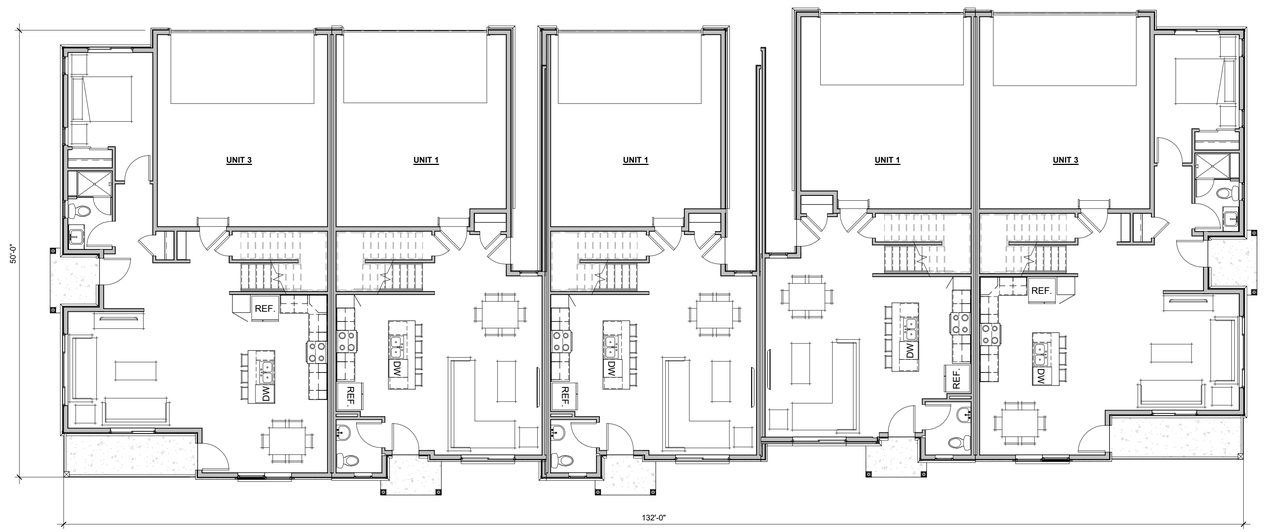
Site Location Map



Print Date: October 17, 2018



2 2ND LEVEL - FLAT LOTS
1/8" = 1'-0"



1 1ST LEVEL - FLAT LOTS
1/8" = 1'-0"

RAMSEY 9TH

BUILDING PLANS

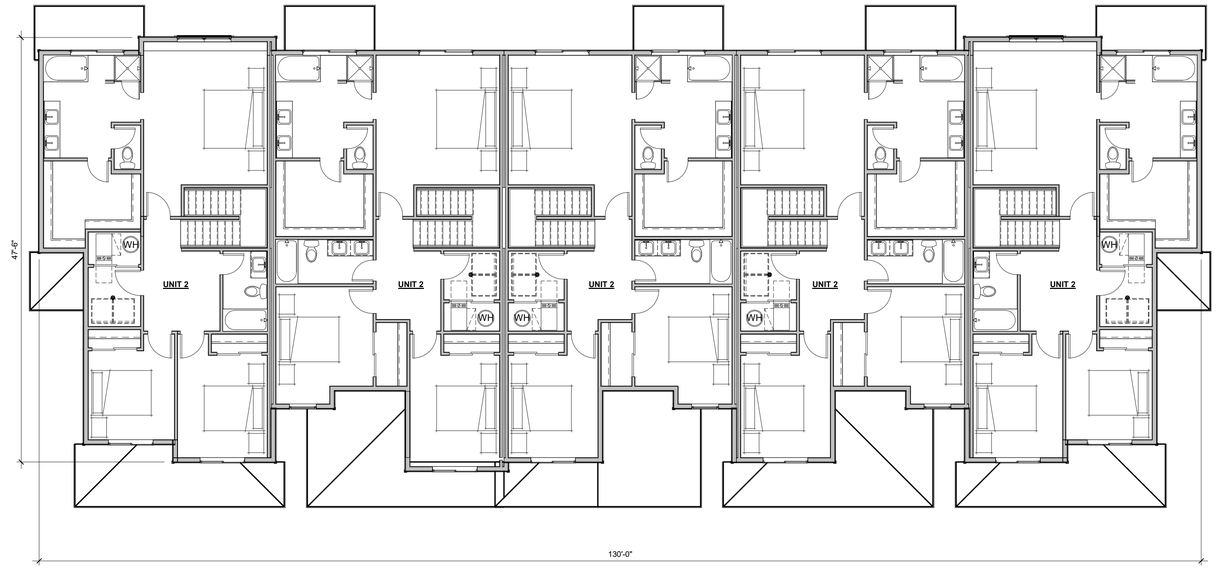
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10/05/18

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303.455.4437

5975 S. QUEBEC ST., STE. 250
CENTENNIAL, CO 80111



2 2ND LEVEL - LOOKOUT
1/8" = 1'-0"



1 1ST LEVEL - LOOKOUT
1/8" = 1'-0"

RAMSEY 9TH

BUILDING PLANS

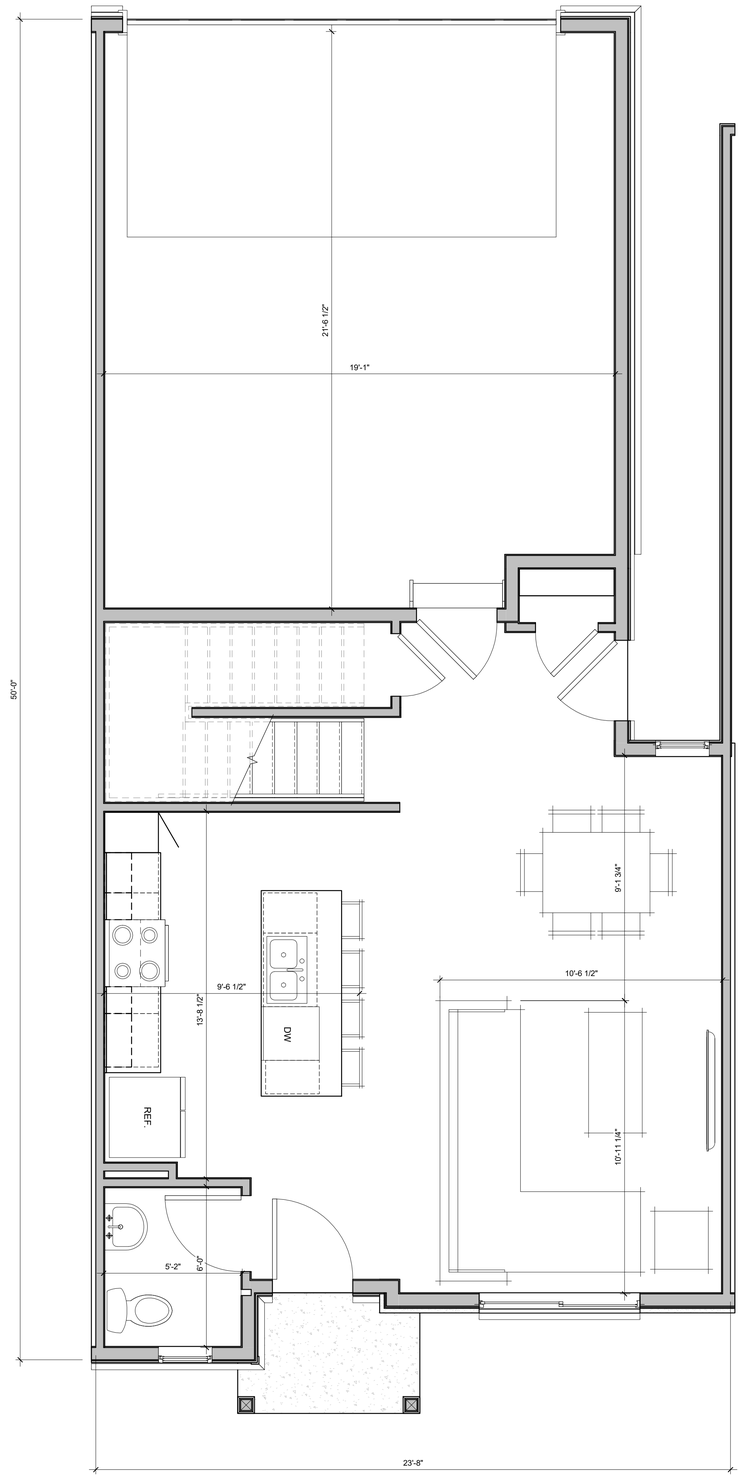
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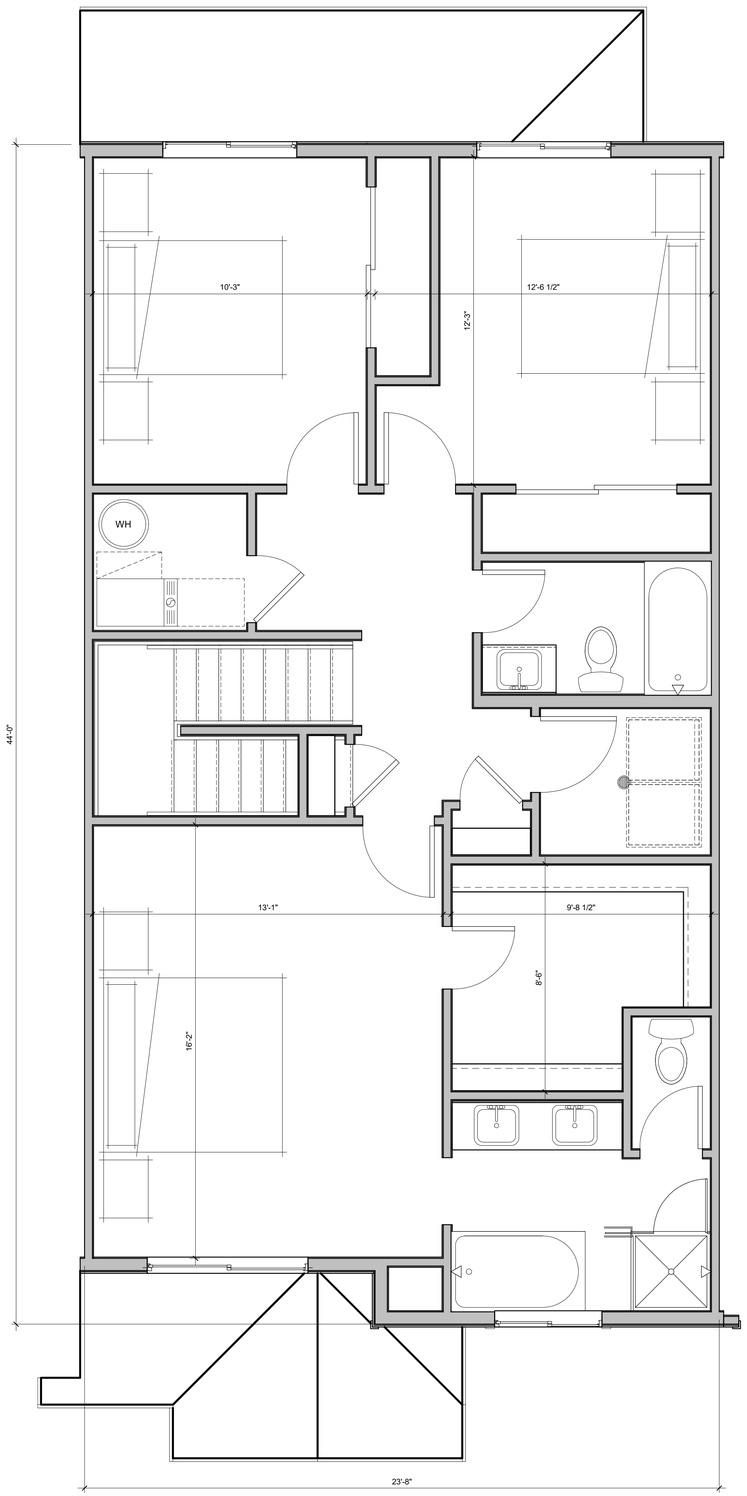
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5975 S. QUEBEC ST., STE. 250
CENTENNIAL, CO 80111



1 UNIT 1 - 1ST LEVEL
3/8" = 1'-0"



2 UNIT 1 - 2ND LEVEL
3/8" = 1'-0"

RAMSEY 9TH

UNIT PLAN 1

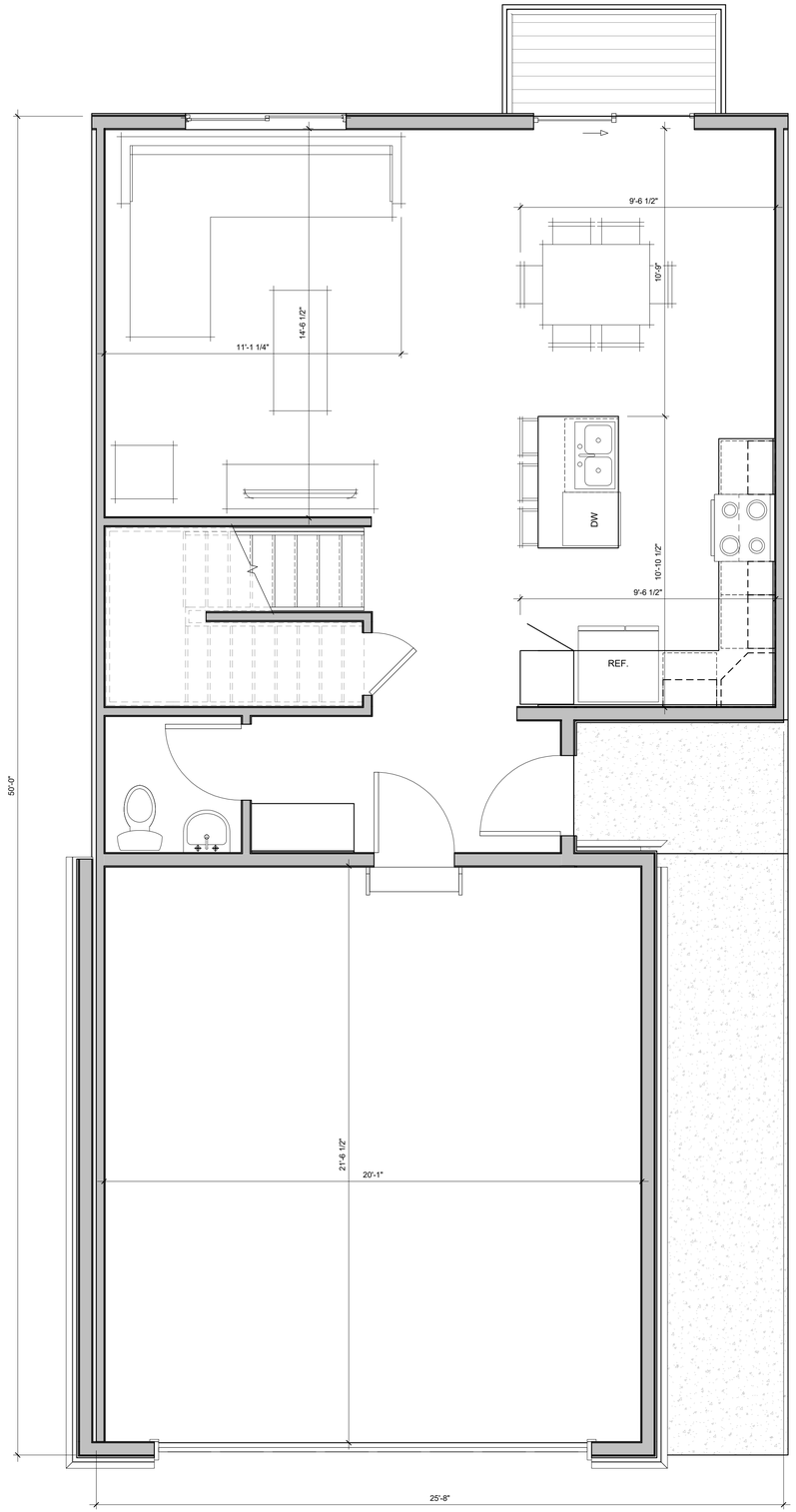
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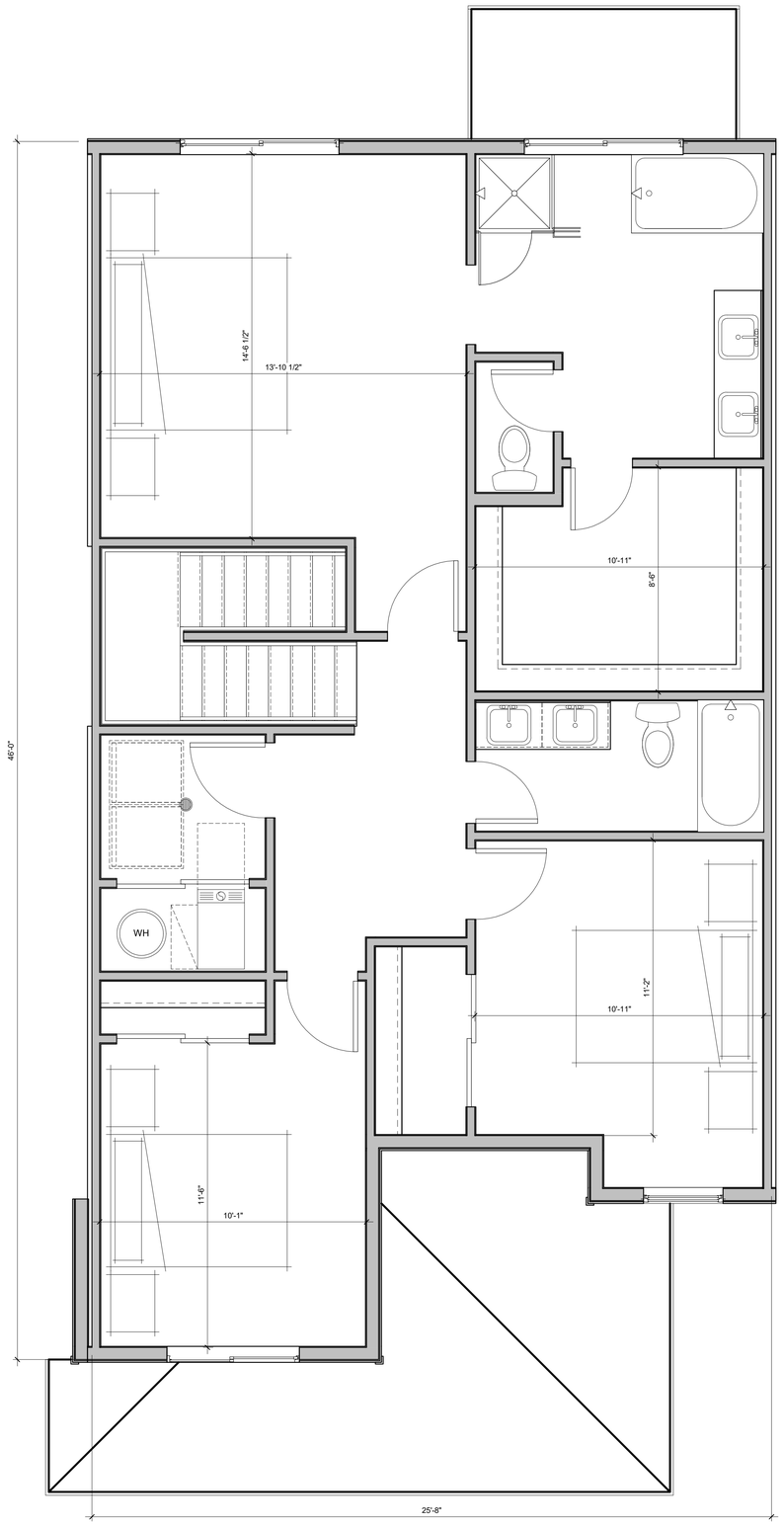
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ARCHITECTS

303.455.4437

5975 S. QUEBEC ST., STE. 250
CENTENNIAL, CO 80111



1 UNIT 2 - INSIDE UNIT - 1ST LEVEL
3/8" = 1'-0"



2 UNIT 2 - INSIDE UNIT - 2ND LEVEL
3/8" = 1'-0"

RAMSEY 9TH

UNIT PLAN 2

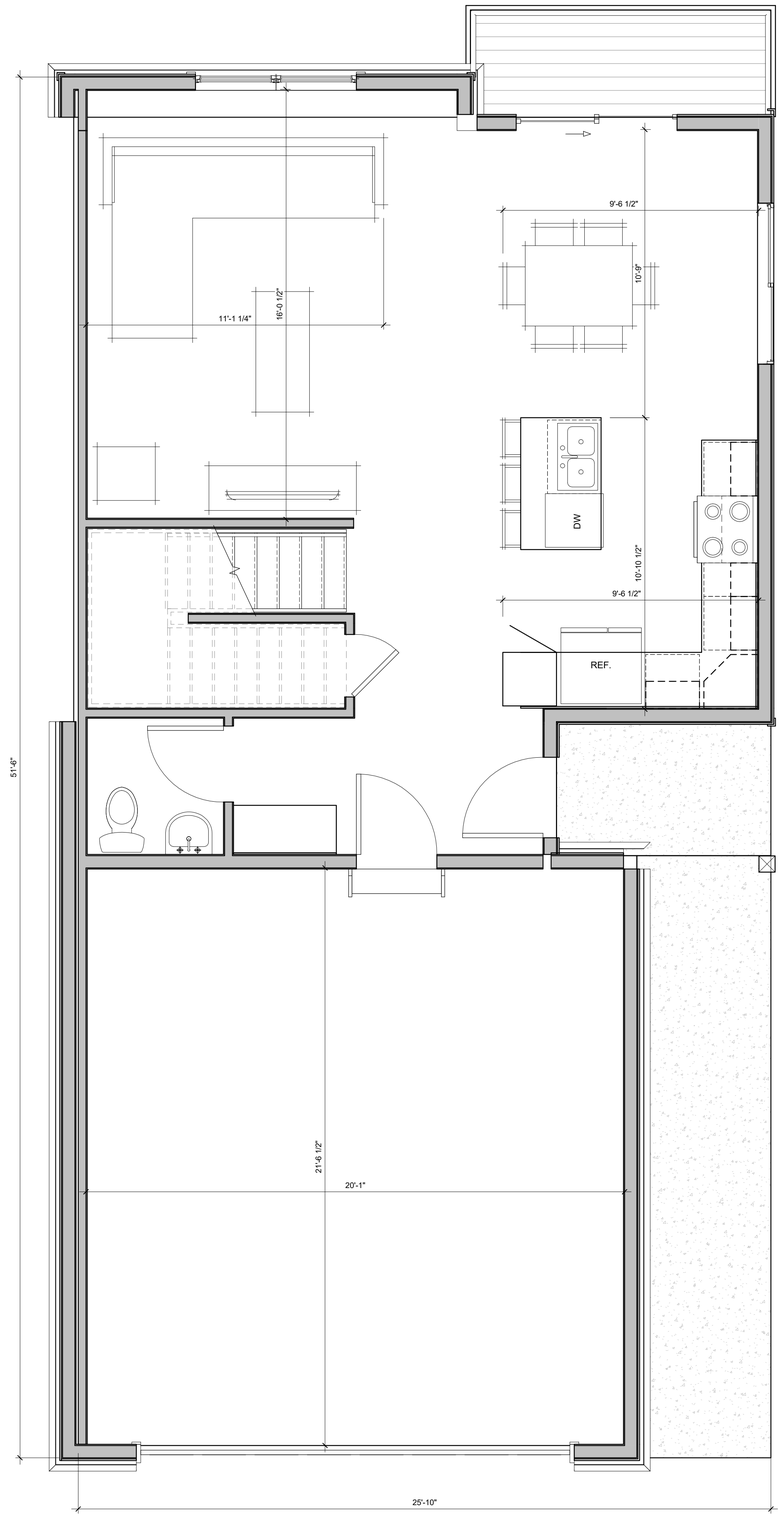
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10/05/18

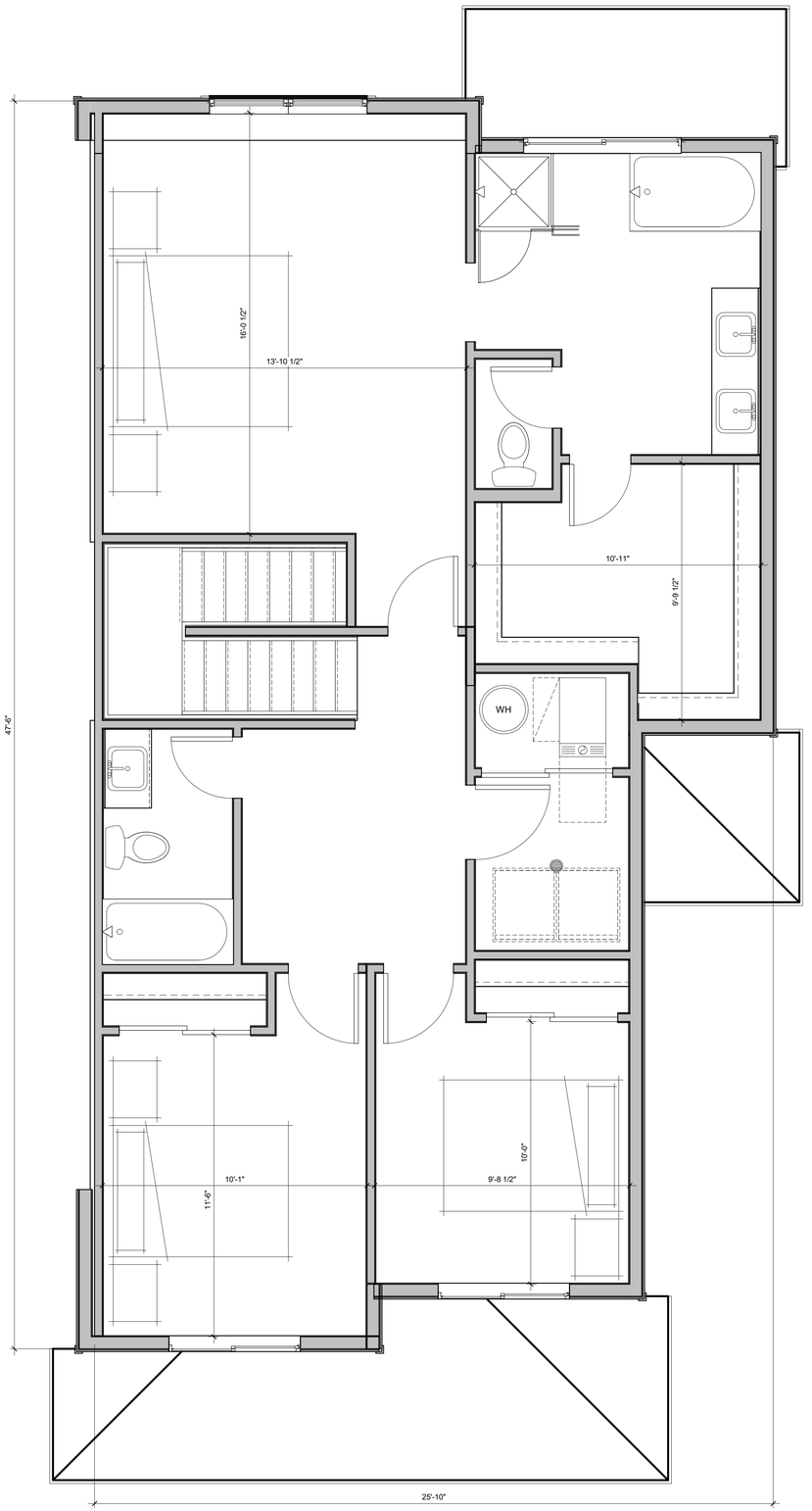
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ARCHITECTS

303.455.4437

5975 S. QUEBEC ST., STE. 250
CENTENNIAL, CO 80111



1 UNIT 2 - END UNIT - 1ST LEVEL
3/8" = 1'-0"



2 UNIT 2 - END UNIT - 2ND LEVEL
3/8" = 1'-0"

RAMSEY 9TH

UNIT PLAN 2

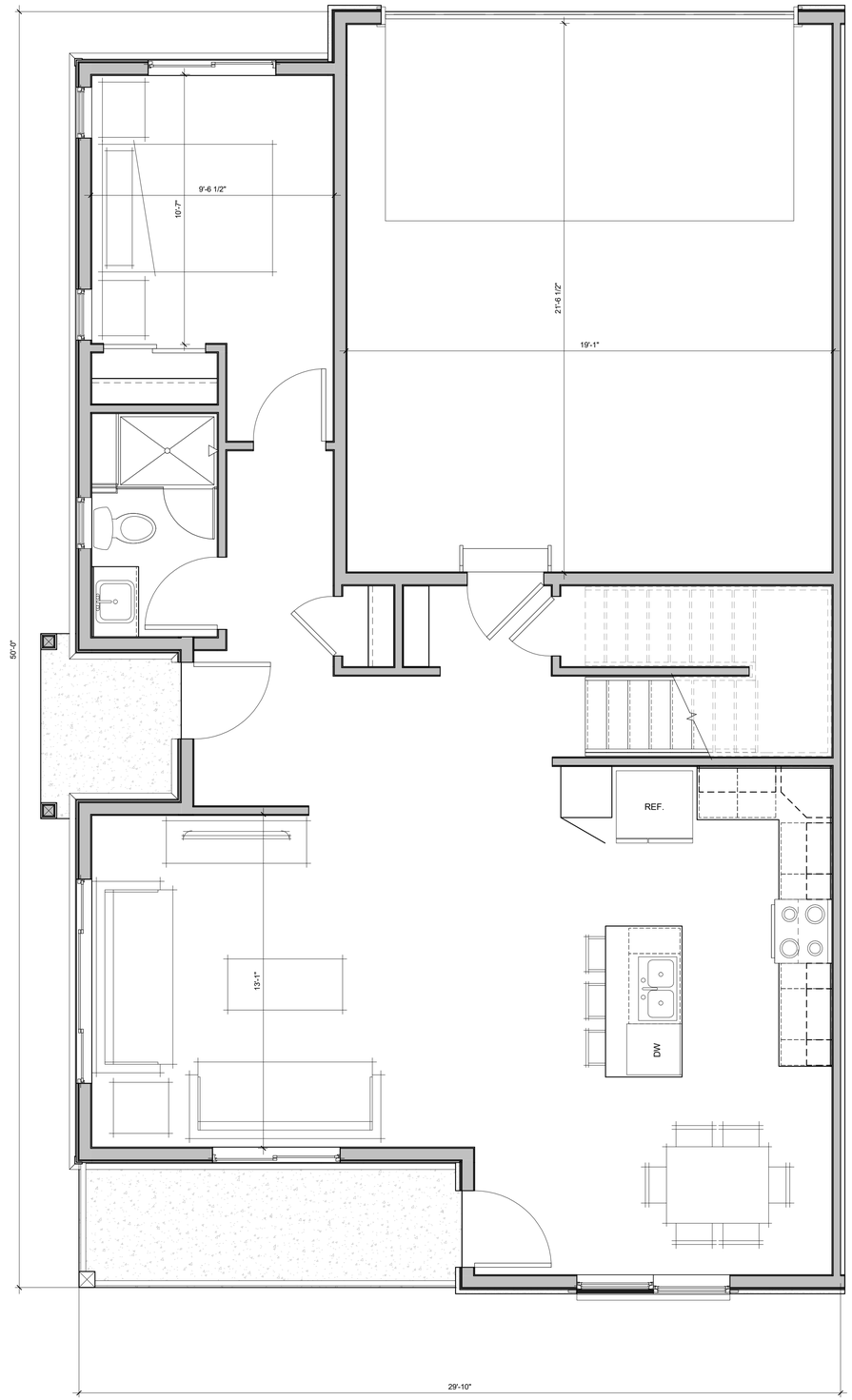
A4b

10/05/18

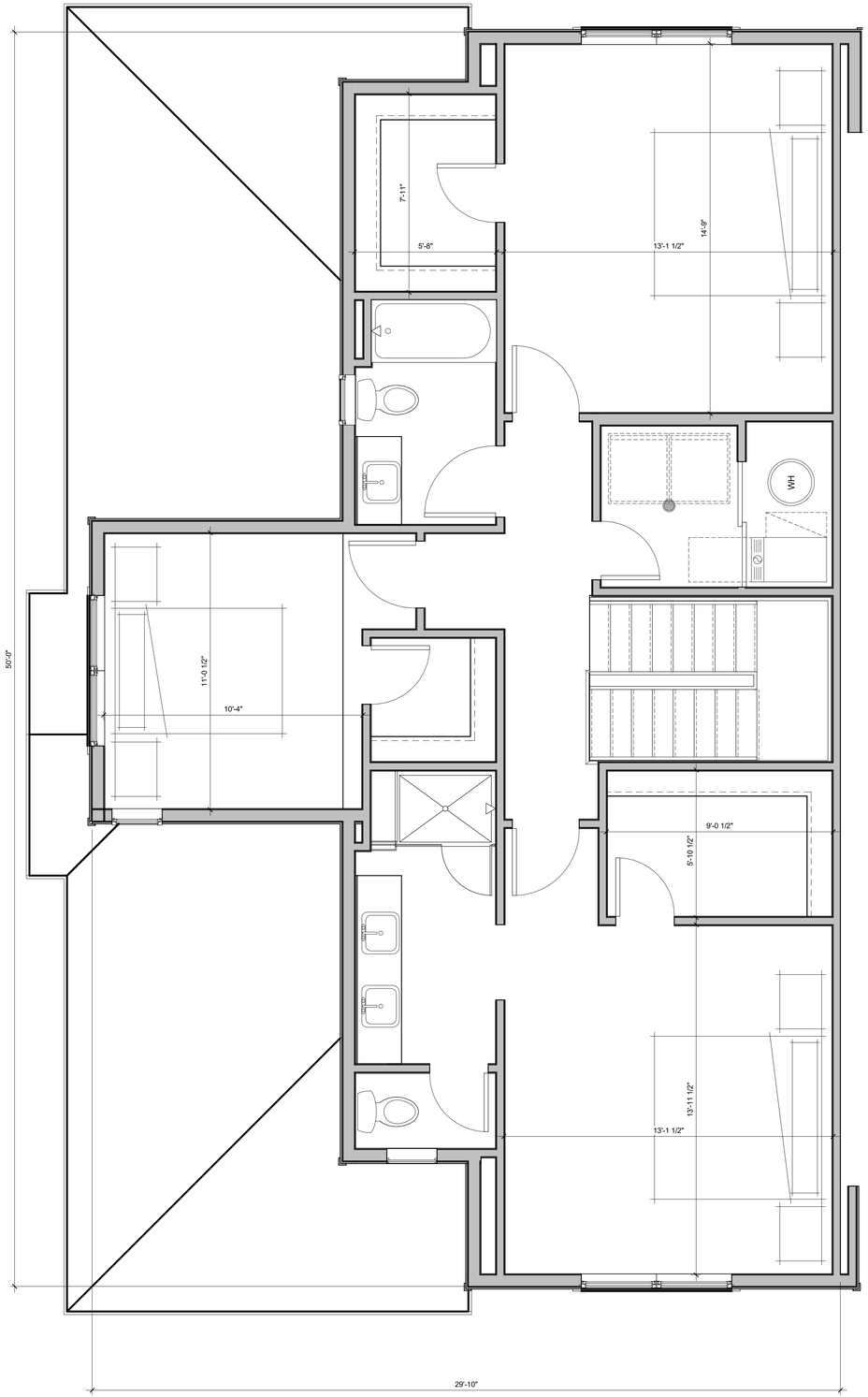
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ARCHITECTS

303.455.4437

5975 S. QUEBEC ST., STE. 250
CENTENNIAL, CO 80111



1 UNIT 3 - 1ST LEVEL
3/8" = 1'-0"



2 UNIT 3 - 2ND LEVEL
3/8" = 1'-0"

RAMSEY 9TH

UNIT PLAN 3

A5

10/05/18

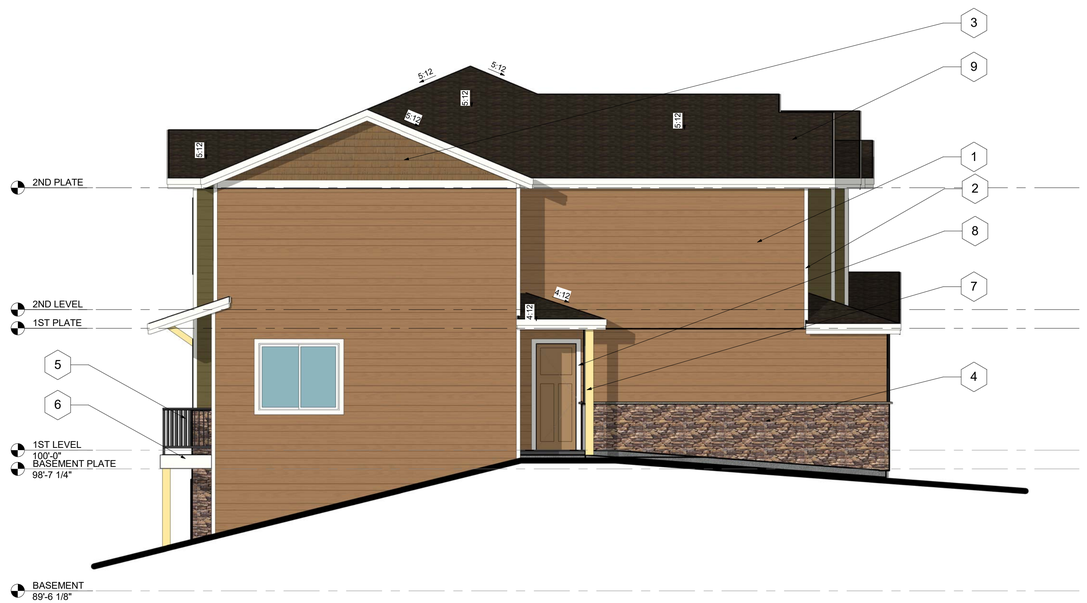
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ARCHITECTS

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EXTERIOR MATERIALS

1 VINYL SIDING
2 TRIM
3 SHAKES
4 STONE ACCENTS
5 ALUMINUM DECK RAILING
6 MAINTENANCE FREE DECKING
7 8x8 POSTS
8 WINDOW TRIM
9 30-YEAR SHINGLES



2 SIDE ELEVATION- LOOKOUT
3/16" = 1'-0"



1 FRONT ELEVATION - LOOKOUT
3/16" = 1'-0"

RAMSEY 9TH

LOOKOUT ELEVATIONS

A6

10/05/2018

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2 TRIM
3 SHAKES
4 STONE ACCENTS
5 ALUMINUM DECK RAILING
6 MAINTENANCE FREE DECKING
7 8x8 POSTS
8 WINDOW TRIM
9 30-YEAR SHINGLES



1 REAR ELEVATION
3/16" = 1'-0"

RAMSEY 9TH

LOOKOUT ELEVATIONS

A7

10/05/2018

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EXTERIOR MATERIALS

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2 TRIM
3 SHAKES
4 STONE ACCENTS
5 ALUMINUM DECK RAILING
6 MAINTENANCE FREE DECKING
7 8x8 POSTS
8 WINDOW TRIM
9 30-YEAR SHINGLES



2 LEFT SIDE ELEVATION-FLAT LOTS
3/16" = 1'-0"



1 FRONT ELEVATION - FLAT LOTS
3/16" = 1'-0"

RAMSEY 9TH

FLAT LOT ELEVATIONS

A8

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EXTERIOR MATERIALS

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2 TRIM
3 SHAKES
4 STONE ACCENTS
5 ALUMINUM DECK RAILING
6 MAINTENANCE FREE DECKING
7 8x8 POSTS
8 WINDOW TRIM
9 30-YEAR SHINGLES



1 REAR ELEVATION-FLAT LOTS
3/16" = 1'-0"

RAMSEY 9TH

FLAT LOT ELEVATIONS

A9

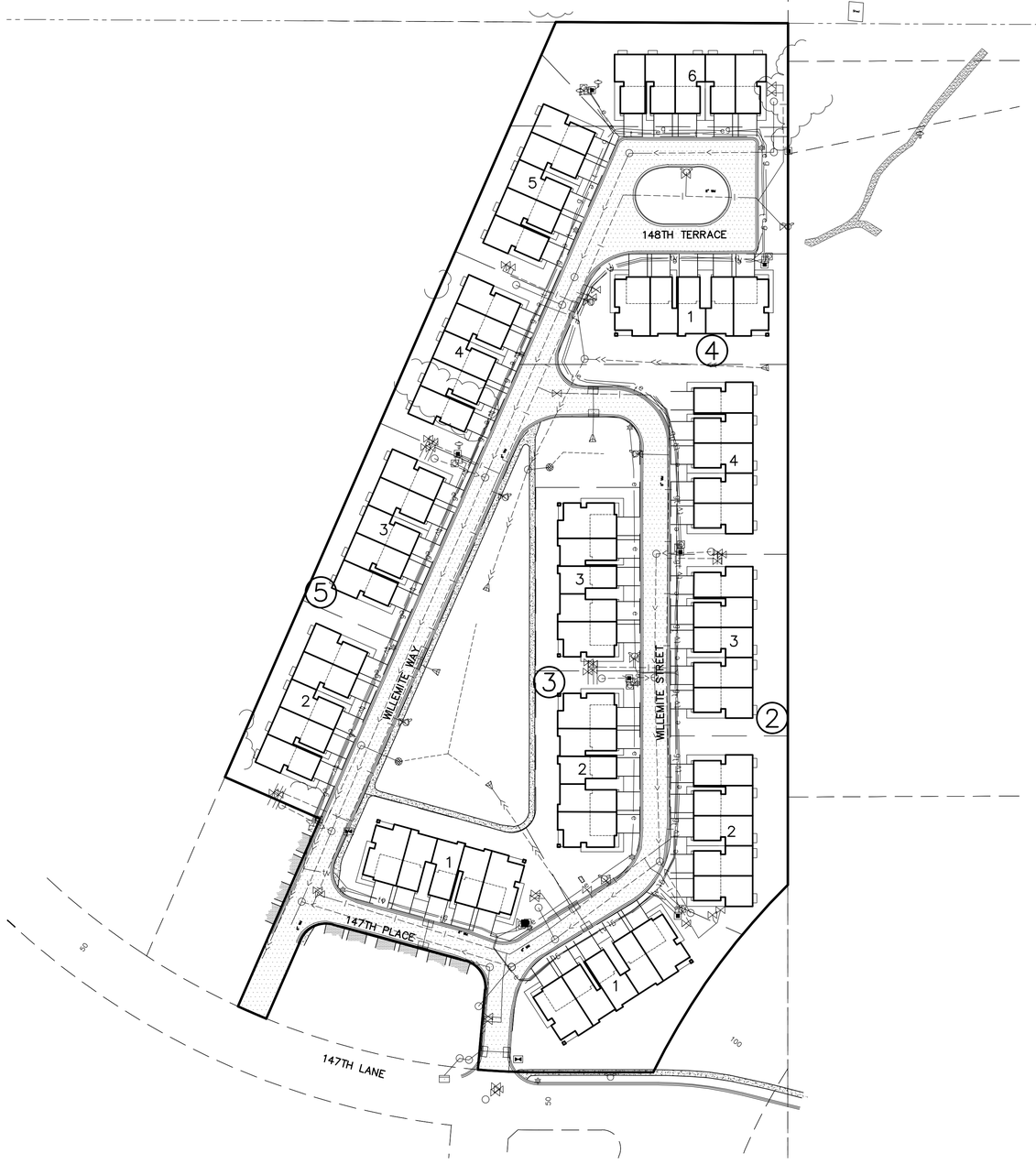
10/05/18

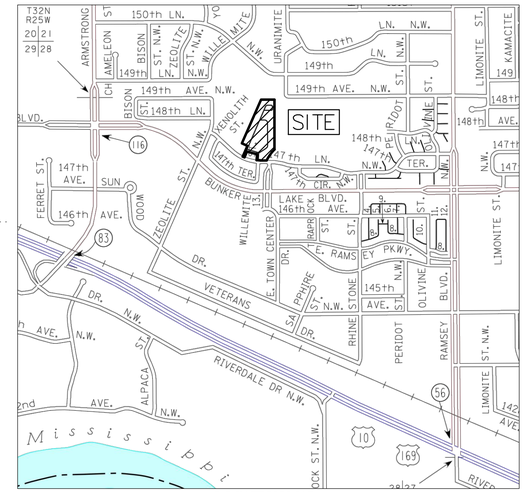
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RAMSEY TOWN CENTER 9TH ADDITION
SITE PLAN
RAMSEY, MINNESOTA





LOCATION MAP

0 30 60 120

GRAPHIC SCALE IN FEET

SHEET INDEX
1. COVER SHEET
2. LEGEND
3. EXISTING CONDITIONS
4. SITE PLAN
5. LANDSCAPE PLAN/TREE PRESERVATION
6. UTILITY PLAN
7. GRADING PLAN

PREPARED BY PIONEER ENGINEERING, P.A.

JOHN M. MOLINARO
REGISTERED PROFESSIONAL CIVIL ENGINEER

45831
REG. NO.

PETER J. HAWKINSON
REGISTERED PROFESSIONAL LAND SURVEYOR

42299
REG. NO.

DEVELOPER

TATE BAXTER
CENTRA HOMES, LLC
11460 ROBINSON DR NW
COON RAPIDS, MN 55433

Know what's below. Call before you dig.

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Name John M. Molinaro
Reg. No. 45831 Date 10-09-2018

Revisions

Date	10-09-18
Designed	JMM
Drawn	JMM

COVER SHEET

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RAMSEY TOWN CENTER 9TH ADD.
RAMSEY, MINNESOTA

1 OF 7

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LEGEND

UTILITY LINES

EXISTING	PROPOSED	FUTURE	DESCRIPTION
			SANITARY MANHOLE
FM FM	FM FM	FM FM	SANITARY SEWER (SANITARY & WATERMAIN PLANS)
			SANITARY SEWER (STORM SEWER PLANS)
			FORCE MAIN
			HYDRANT
			GATE VALVE
			REDUCER
			CURB STOP
			WATERMAIN (SANITARY & WATERMAIN PLANS)
			WATERMAIN (STORM SEWER PLANS)
			CATCH BASIN
			BEEHIVE
			STORM MANHOLE
			FLARED END SECTION
			CONTROL STRUCTURE
			STORM SEWER (SANITARY & WATERMAIN PLANS)
			STORM SEWER (STORM SEWER PLANS)
			CULVERT
	PERF PERF	PERF PERF	PERFORATED DRAINTILE
	DT DT	DT DT	SOLID DRAINTILE SERVICE
			CASING
e e	e e	e e	UNDERGROUND ELECTRIC LINE
fo fo	fo fo	fo fo	UNDERGROUND FIBER OPTIC LINE
g g	g g	g g	UNDERGROUND GAS PIPELINE
petro	petro	petro	UNDERGROUND PETROLEUM PIPELINE
t t	t t	t t	UNDERGROUND TELEPHONE LINES
tv tv	tv tv	tv tv	UNDERGROUND TELEVISION LINE
oh oh	oh oh	oh oh	OVERHEAD UTILITY LINES

SITE LINES

EXISTING	PROPOSED	FUTURE	DESCRIPTION
			SURMOUNTABLE CURB & GUTTER
			B-STYLE CURB & GUTTER
			RIBBON CURB & GUTTER
			EDGE OF BITUMINOUS
			YELLOW PAVEMENT STRIPING (SINGLE/DOUBLE)
			WHITE PAVEMENT STRIPING (SINGLE/DOUBLE)
			PHASE LINE
			CENTERLINE
902	902	902	2' CONTOUR LINE
900	900	900	10' CONTOUR LINE
	OUTLET=987.0	OUTLET=987.0	BASIN OUTLET LINE
	HWL=900.2	HWL=900.2	BASIN HIGH WATER LINE
	84.3		PROPOSED SPOT ELEVATION
			EMERGENCY OVERFLOW
			DRAINAGE FLOW ARROW
			DELINEATED / PROPOSED WETLAND LINE
BUFFER	BUFFER	BUFFER	WETLAND BUFFER
			TREE LINE
FEMA	FEMA	FEMA	FEMA FLOODPLAIN BOUNDARY
			RETAINING WALL
x x	x x	x x	FENCE (BARBED WIRE)
# #	# #	# #	FENCE (CHAIN LINK)
[] []	[] []	[] []	FENCE (WOOD)
	C W		CONSERVATION AREA SIGN
			WETLAND BUFFER SIGN
			TYPE III BARRICADE
			LIGHT POLE
			STREET SIGNS
			PEDESTRIAN RAMP

SURVEY LINES

EXISTING	PROPOSED	FUTURE	DESCRIPTION
			BOUNDARY
			RIGHT OF WAY
			LOT LINE
			EASEMENT
			SET BACK LINE
			SECTION LINE
			RESTRICTED ACCESS

HATCH PATTERNS

	GRAVEL SURFACE		WETLAND
	BITUMINOUS SURFACE		WETLAND UPLAND BUFFER
	CONCRETE SURFACE		WETLAND MITIGATION
	RIP RAP (CLASS IV FIELDSTONE)		PERMANENT TURF RESTORATION
	SELECT BACKFILL MATERIAL		PERMANENT WET BASIN SEEDING
	EROSION CONTROL BLANKET MNDOT CATEGORY PER PLAN		UPLAND/NATURAL AREA SEEDING

TOPOGRAPHIC SYMBOLS

- CATCH BASIN
- CATCH BASIN BEEHIVE
- FLARED END SECTION
- GATE VALVE
- HYDRANT
- WATER SERVICE
- WATER WELL
- MONITORING WELL
- CLEANOUT
- HAND HOLE
- MANHOLE OTHER THAN SANITARY OR STORM
- SANITARY OR STORM MANHOLE
- LAWN SPRINKLER VALVE
- LAWN SPRINKLER HEAD
- UTILITY POLE
- TRANSFORMER BOX
- FIBER OPTIC BOX
- ELECTRIC BOX
- NATURAL GAS METER
- LIGHT POLE
- SEMAPHORE
- TELEPHONE BOX
- CABLE BOX
- CAST IRON MONUMENT
- FOUND IRON PIPE
- JUDICIAL LAND MARK
- PK NAIL
- CONTROL POINT
- SPIKE
- FLAG POLE
- TEST HOLE
- MAILBOX
- SIGN
- BOLLARD
- CONSERVATION POST
- DECIDUOUS TREE
- CONIFEROUS TREE
- SHRUB / BUSH

EROSION & SEDIMENT CONTROL

- STANDARD EROSION CONTROL
- HEAVY-DUTY EROSION CONTROL
- SECONDARY EROSION CONTROL FENCE
- EROSION CONTROL AT BACK OF CURB
- TREE FENCE
- TEMPORARY DIVERSION DITCH
- CATCH BASIN INLET PROTECTION
- STRAW BIO ROLLS
- ROCK BERM
- SUMPED RIP RAP PERMANENT ENERGY DISSIPATER
- DISCHARGE LOCATION
- GRAVEL CONSTRUCTION ENTRANCE
- TEMPORARY OUTLET FLOATING SKIMMER
- BASIN ACCESS 8% SLOPE MAX.
- STABILIZED EMERGENCY OVERFLOW

CURB LEGEND

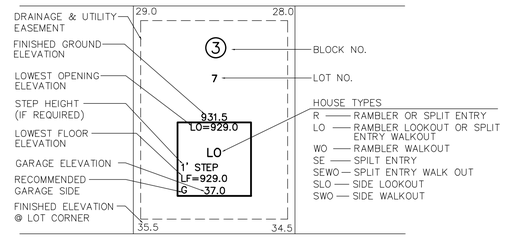
- 08.15 / 4+46.57 = TOP OF CURB ELEVATION FOR SURMOUNTABLE CURB
- 08.15 T.O. / 4+46.57 = TOP OF CURB ELEVATION FOR SURMOUNTABLE CURB (TIP OUT GUTTER)
- 08.32 / 4+46.57 = TOP OF CURB ELEVATION FOR B618 CURB
- 08.32 T.O. / 4+46.57 = TOP OF CURB ELEVATION FOR B618 CURB (TIP OUT GUTTER)
- 07.82 / 4+46.57 = BITUMINOUS ELEVATION

ABBREVIATIONS

A	ALGEBRAIC DIFFERENCE
B-B	BACK TO BACK
BV	BUTTERFLY VALVE
BOC	BACK OF CURB
BFE	BASE FLOOD ELEVATION
BMP	BEST MANAGEMENT PRACTICE
℄	CENTER LINE
CB	CATCHBASIN
CBMH	CATCHBASIN MANHOLE
CMP	CORRUGATED METAL PIPE
CO	CLEAN OUT
CS	CURB STOP
DIP	DUCTILE IRON PIPE
DT	DRAINTILE
EL/ELEV	ELEVATION
EX	EXISTING
FES	FLARED END SECTION
F-F	FACE TO FACE
FM	FORCEMAIN
GB	GRADE BREAK
GND	GROUND
GV	GATE VALVE
HP	HIGH POINT
HYD	HYDRANT
HWL	HIGH WATER LEVEL
INV	INVERT
K	CURVE COEFFICIENT
L	LENGTH
LF	LOWEST FLOOR
LO	LOOKOUT
LO	LOWEST OPENING
LP	LIQUID PETROLEUM
LP	LOW POINT
MH	MANHOLE
PC	POINT OF CURVATURE
PCC	POINT OF COMPOUND CURVATURE
PI	POINT OF INTERSECTION
R	PROPERTY LINE
PRC	POINT OF REVERSE CURVATURE
PVT	POINT OF TANGENCY
PVC	POINT OF VERTICAL CURVATURE
PVC	POLYVINYL CHLORIDE PIPE
PVI	POINT OF VERTICAL INTERSECTION
R	RADIUS
R	RAMBLER
RCP	REINFORCED CONCRETE PIPE
ROW	RIGHT OF WAY
SSWR	SANITARY SEWER
STA	STATION
STRM	STORM SEWER
SWPPP	STORM WATER POLLUTION PROTECTION PLAN
TNH	TOP NUT HYDRANT
TYP	TYPICAL
WM	WATER MAIN
WO	WALKOUT

LOT INFORMATION

(TYPICAL SECTION NOT TO SCALE)



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Name John M. Molinaro
Reg. No. 45831 Date 10-09-2018

Revisions

Date	10-09-18
Designed	JMM
Drawn	JMM

LEGEND

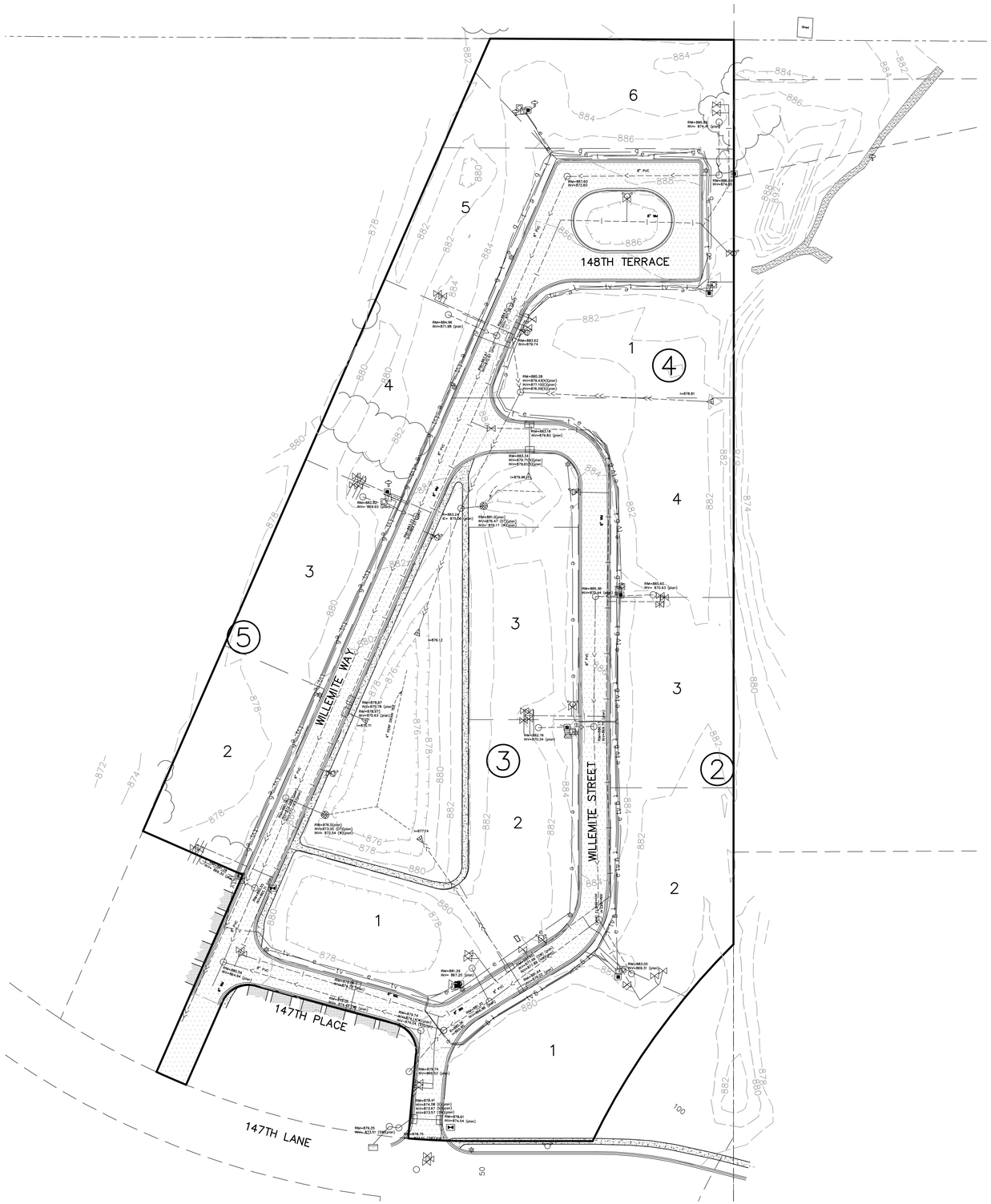
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RAMSEY TOWN CENTER 9TH ADD.
RAMSEY, MINNESOTA

2 OF 7

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Name [illegible] Reg. No. 43289 Date [illegible]

Revisions

Date	10-09-18
Designed	JMM
Drawn	JMM

EXISTING CONDITIONS

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RAMSEY TOWN CENTER 9TH ADD.
RAMSEY, MINNESOTA

3 OF 7

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SITE NOTES:

LEGAL DESCRIPTION:

LOTS 1-5 BLK 2, LOTS 1-3 BLK 3, LOTS 1-6 BLK 4, OUTLOT A, B & C, RAMSEY TOWN CENTER 9TH ADDITION.

#EMPLOYEES: NA

SIGNIFICANT FEATURES: NA

SITE ACCESS: PRIVATE ROAD

LOADING DOCKS: NA

OFFSTREET PARAKING: NA

PRIVATE DRIVE LENGTHS: 20.5' (TYP.)

SITE DATA:

TOTAL AREA: 7.04 ACRES

NET AREA: 4.88 ACRES

LOT AREA: 4.88 ACRES

OUTLOT AREA: 2.16 ACRES

PROPOSED DEVELOPMENT ZONING

COR

TOTAL MULTI FAMILY UNITS: 65

GROSS DENSITY: 9.23 UNITS/ACRE

NET DENSITY: 13.32 UNITS/ACRE

PROPOSED DEVELOPMENT PHASING

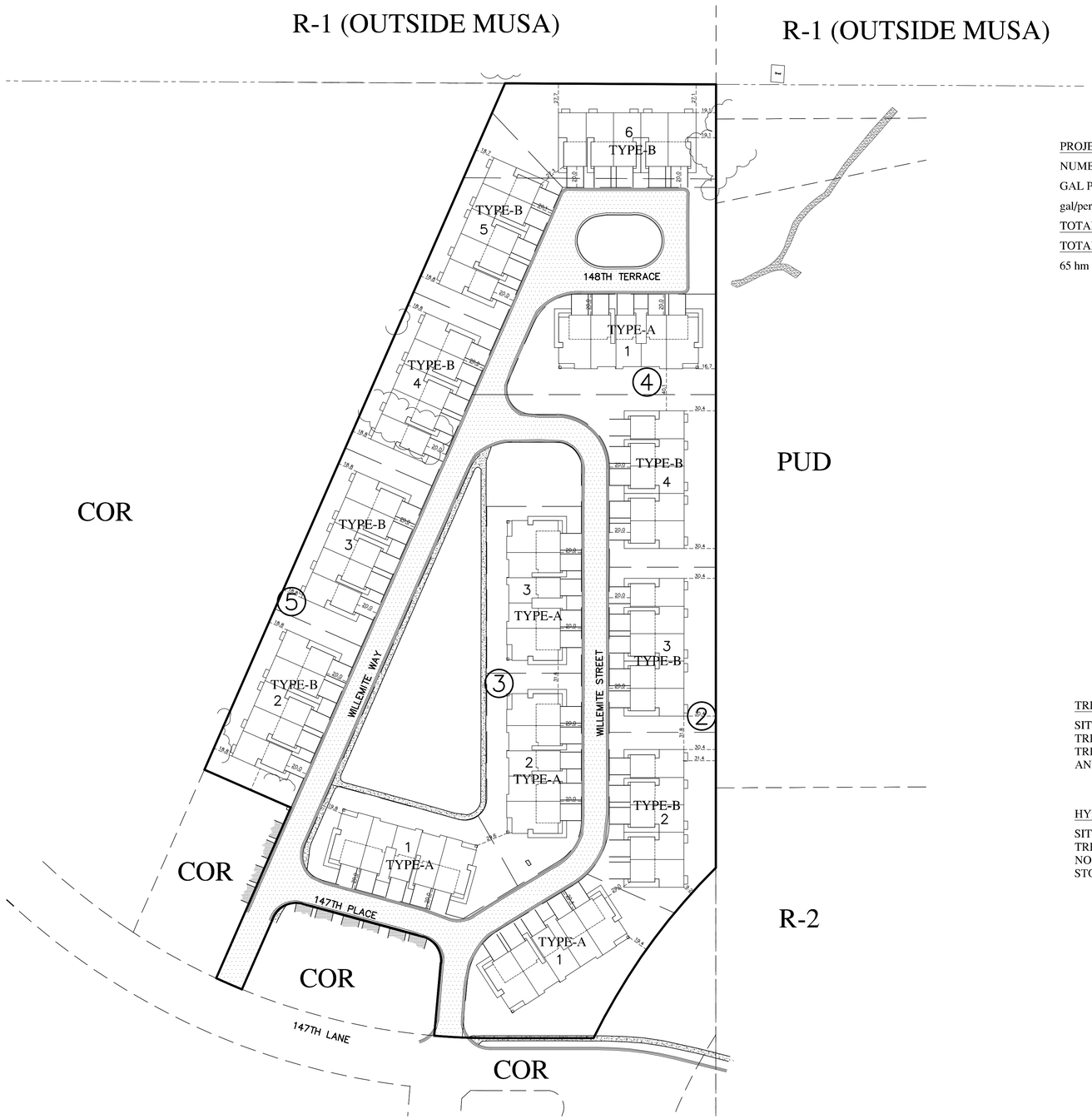
1 PHASE

SETBACKS COR

Front:
Garage foundation to R-O-W =20'
House foundation to R-O-W =20'
Garage foundation to Curb =20.5'
House foundation to Curb =20.5'

Side:
Garage =5'
House =5'
Foundation to Foundation =20'

Rear =10'
Corner =10'



PROJECTED WATER USAGE:

NUMBER OF HOMES: 65 homes

GAL PER HOME PER DAY: 2.74per/home * 100 gal/per = 274 gal/hm/day

TOTAL RESIDENTIAL FLOW: 17,810 gal/day

TOTAL RESIDENTIAL BOD5:

65 hm * 0.17 lb/per/day * 2.74 per/day = 30.277 lb/day

0 30 60 120

GRAPHIC SCALE IN FEET

BUILDINGS:

BUILDING TYPE A (RED):

TOTAL UNITS: 25

BASEMENT SQFT: 3820 per 5-UNIT

GARAGE SQFT: 2264 per 5-UNIT

BUILDING TYPE B (BLUE):

TOTAL UNITS: 40

BASEMENT SQFT: 3458 per 5-UNIT

GARAGE SQFT: 2544 per 5-UNIT

BUILDING COVERAGE:

TOTAL: 78,436 SQFT

BUILDING COVERAGE: 25.6%

IMPERVIOUS SURFACE COVERAGE:

EXISTING IMPERVIOUS: 1.34 ACRES

PROPSED IMPERVIOUS: 2.63 ACRES

TOTAL IMPERVIOUS: 3.97 ACRES

IMPERVIOUS COVERAGE: 56.4%

GREEN SPACE:

TOTAL AREA: 7.04 ACRES

TOTAL GREEN SPACE: 3.07 ACRES

GREEN SPACE COVERAGE: 43.6%

TRAFFIC ANALYSIS:

ITE Trip Generation 6th Add.

Total Multi-Family Units: 65

Trips Generated per Day: 5.86

Total Trips per Day For Proposed Development: 380

TREE PRESERVATION NOTES:

SITE WAS FULLY DEVELOPED IN 2005. ALL TREES WERE CLEARED AT THAT TIME. ANY TREES REMAINING ON SITE ARE VOLUNTEERS AND NOT OF SIGNIFICANT CONDITIONS.

HYDROLOGY NOTES:

SITE WAS IMPROVED AND STORMWATER TREATMENT SYSTEM WAS INSTALLED IN 2005. NO MODIFICATIONS ARE PROPOSED FOR THE STORMWATER TREATMENT SYSTEM.

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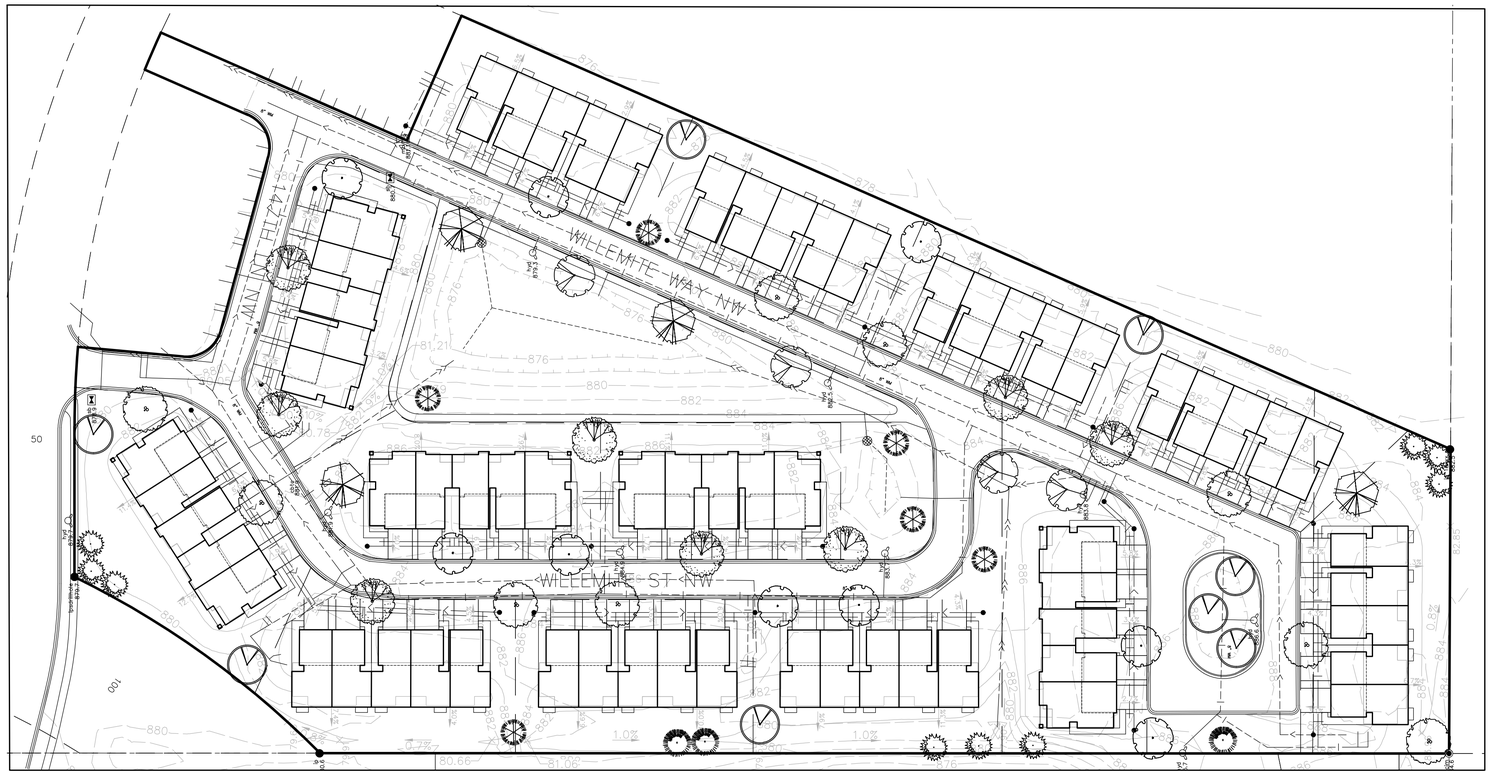
Date	10-09-18
Designed	JMM
Drawn	JMM

SITE PLAN

CENTRA HOMES, LLC
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RAMSEY TOWN CENTER 9TH ADD.
RAMSEY, MINNESOTA

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LANDSCAPE NOTES

– THE LANDSCAPE CONTRACTOR SHALL VISIT THE PROJECT SITE TO BECOME FAMILIAR WITH THE EXISTING CONDITIONS PRIOR TO SUBMITTING A BID.

– THE LANDSCAPE CONTRACTOR SHALL NOTIFY THE LANDSCAPE ARCHITECT OF PROPOSED PHYSICAL START DATE AT LEAST 7 DAYS IN ADVANCE.

– THE LANDSCAPE CONTRACTOR SHALL BE RESPONSIBLE FOR THE FIELD VERIFICATION OF ALL EXISTING UTILITY LOCATIONS ON THE PROJECT SITE WITH GOPHER STATE ONE CALL 1–800–252–1166 PRIOR TO COMMENCING WORK. THE LANDSCAPE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION AND REPAIR OF EXISTING UTILITIES DAMAGED DURING CONSTRUCTION AT NO COST TO THE OWNER. NOTIFY THE LANDSCAPE ARCHITECT OF ANY CONFLICTS TO FACILITATE PLANT RELOCATION.

– GRADING TO BE PERFORMED BY OTHERS.

– NO PLANT MATERIAL SHALL BE INSTALLED UNTIL GRADING AND CONSTRUCTION HAS BEEN COMPLETED IN THE IMMEDIATE AREA.

– ALL PLANT MATERIAL SHALL MEET THE STANDARDS FOUND IN THE AMERICAN ASSOCIATION OF NURSERYMEN–AMERICAN STANDARD FOR NURSERY STOCK.

– ALL CONTAINER MATERIAL TO BE GROWN IN THE CONTAINER A MINIMUM OF SIX (6) MONTHS PRIOR TO PLANTING ON SITE.

– DECIDUOUS AND CONIFEROUS TREES SHALL NOT BE STAKED, BUT THE LANDSCAPE CONTRACTOR MUST GUARANTEE STANDABILITY TO A WIND SPEED OF 60 M.P.H.

– THE LANDSCAPE CONTRACTOR SHALL PROVIDE A MINIMUM GUARANTEE OF ONE YEAR ONE TIME REPLACEMENT ON NEW PLANT MATERIALS. GUARANTEE SHALL BE AGREED UPON BY DEVELOPER/BUILDER AND LANDSCAPE CONTRACTOR.

– THE LANDSCAPE ARCHITECT RESERVES THE RIGHT TO REJECT ANY PLANTS WHICH ARE DEEMED UNSATISFACTORY BEFORE, DURING OR AFTER INSTALLATION.

– IF THERE IS A DESCREPANCY BETWEEN THE NUMBER OF PLANTS SHOWN ON THE PLAN AND THE NUMBER SHOWN ON THE PLANT LIST, THE NUMBER SHOWN ON THE PLAN WILL TAKE PRECEDENCE.

–THE LANDSCAPE CONTRACTOR SHALL BE RESPONSIBLE FOR ALL MULCHES AND PLANTING SOIL QUANTITIES TO COMPLETE WORK SHOWN ON THE PLAN. THE LANDSCAPE CONTRACTOR SHALL VERIFY ALL QUANTITIES SHOWN ON THE PLANT SCHEDULE.

– COMMERCIAL GRADE POLY LAWN EDGING SHALL BE INSTALLED WHERE NOTED.

– THE LANDSCAPE CONTRACTOR SHALL REPAIR ALL DAMAGE TO THE SITE CAUSED BY THE PLANTING OPERATION AT NO COST TO THE OWNER.

– THE LANDSCAPE CONTRACTOR SHALL KEEP PAVEMENTS CLEAN UNSTAINED. ALL PEDESTRIAN AND VEHICLE ACCESS TO BE MAINTAINED THROUGHOUT CONSTRUCTION PERIOD. ALL WASTES SHALL BE PROMPTLY REMOVED FROM THE SITE. ANY DAMAGE TO EXISTING FACILITIES SHALL BE REPAIRED AT THE CONTRACTOR'S EXPENSE.

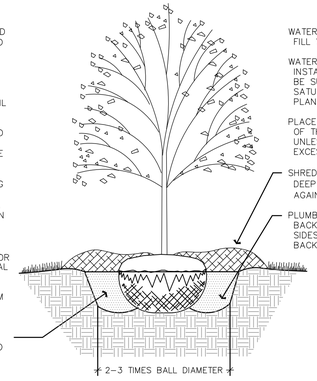
– THE CONTRACTOR SHALL BE RESPONSIBLE FOR COMPLYING WITH ALL APPLICABLE CODES, REGULATIONS AND PERMITS GOVERNING THE WORK.

– STORAGE OF MATERIALS OR SUPPLIES ON–SITE WILL NOT BE ALLOWED.

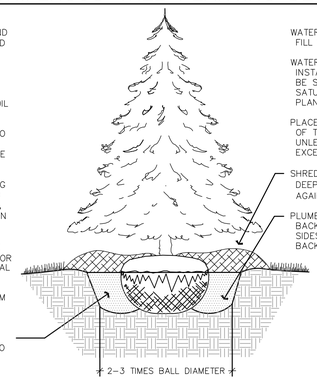
PLANTING SCHEDULE

KEY	COMMON NAME/SCIENTIFIC NAME	ROOT	QUANTITY	MATURE HT. & SPREAD
	OVERSTORY TREES			
	OHIO BUCKEYE/AESCULUS GLABRA	2.5" B&B	4	35 X 30
	AUTUMN BLAZE MAPLE/ACER X FREEMANII	2.5" B&B	8	60 X 40
	SWAMP WHITE OAK/QUERCUS BICOLOR	2.5" B&B	4	60 X 45
	COMMON HACKBERRY/CELTIS OCCIDENTALIS	2.5" B&B	9	60 X 45
	YELLOW BIRCH/BETULA ALLEGHANIENSIS	10' B&B	9	60 X 40
	DOWNY HAWTHORN/CRATAEGUS MOLLIS	2.5" B&B	8	35 X 35
	EVERGREEN TREES			
	NORWAY SPRUCE/PICEA ABIES	6' B&B	6	80 X 40
	BLACK HILLS SPRUCE/PICEA GLAUCA DENSATA	6' B&B	9	40 X 20
	EASTERN WHITE PINE/PINUS STROBUS	6' B&B	3	40 X 20

DECIDUOUS TREE PLANTING DETAIL



CONIFEROUS TREE PLANTING DETAIL



BENCH MARK
TNH xxx' WEST OF xxx & xxx
ELEV=xxx

0 25 50 100
GRAPHIC SCALE IN FEET

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Fax: 681-9488
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I hereby certify that this plan was prepared by me or under my direct supervision and that I am a duly Licensed Landscape Architect under the laws of the State of Minnesota
Name Jennifer L. Thompson
Reg. No. 44763 Date

Revisions

Date	10-9-18
Designed	TLM
Drawn	TLM

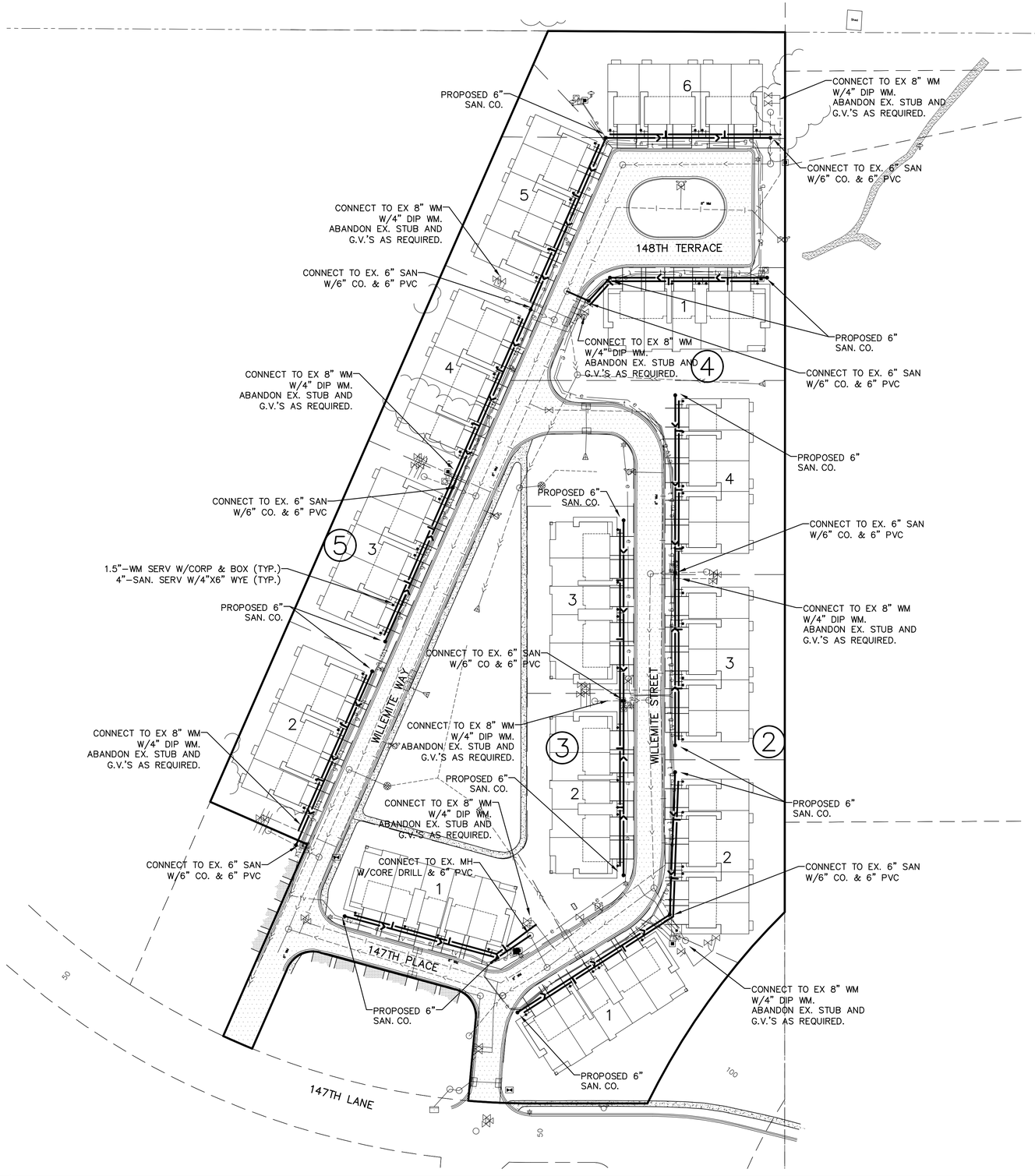
LANDSCAPE PLAN

CENTRA HOMES, LLC
11460 ROBINSON DR. NW
COON RAPIDS, MN 55433

RAMSEY TOWN CENTER 9TH ADD.
RAMSEY, MINNESOTA

5 OF 7

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UTILITY NOTES:

- CONNECT TO EX. 6" SANITARY SERVICE STUBS WITH 6" CLEANOUTS AND 6" PVC SEWER PIPE.
- PROPOSED SANITARY SERVICE SHALL BE 4" PVC
- CONNECT TO EX. 6" WATERMAIN SERVICE STUBS WITH 4" DIP WATERMAIN.
- PROPOSED WATER SERVICE SHALL BE 1.5" COPPER OR HDPE

N

0 25 50 100

GRAPHIC SCALE IN FEET

Know what's below. Call before you dig.

00-ENG-118193-SHEET-UTIL

PIONEER engineering
CIVIL ENGINEERS LAND PLANNERS LAND SURVEYORS LANDSCAPE ARCHITECTS
2422 Enterprise Drive
Mendota Heights, MN 55120
(651) 681-1914
Fax: 681-9488
www.pioneereng.com

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

Name John M. Molinaro
Reg. No. 45831 Date 10-09-2018

Revisions

Date	10-09-18
Designed	JMM
Drawn	JMM

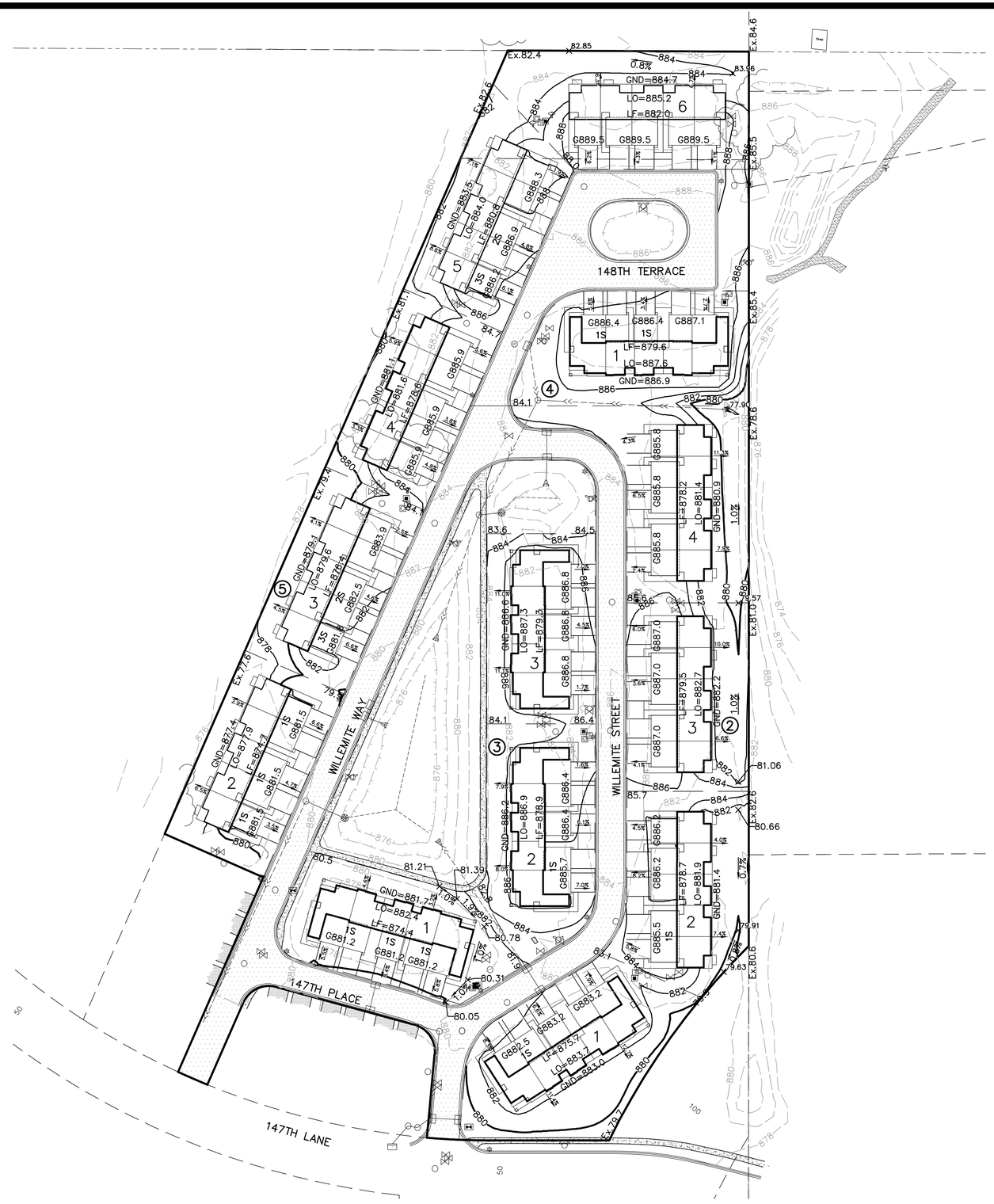
UTILITY PLAN

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6 OF 7

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Reg. No. 45831 Date 10-09-2018

Revisions

Date	10-09-18
Designed	JMM
Drawn	JMM

GRADING PLAN

CENTRA HOMES, LLC
11460 ROBINSON DR. NW
COON RAPIDS, MN 55433

RAMSEY TOWN CENTER 9TH ADD.
RAMSEY, MINNESOTA

7 OF 7

00-ENG-118193-SHEET-GRAD

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PLANNING COMMISSION
CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA

The Ramsey Planning Commission conducted a regular meeting on Thursday, November 1, 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 Gary VanScoy
Members Absent:	Commissioner Matt Woestehoff
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 VanScoy, seconded by Commissioner Surma, to approve the agenda as presented.

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

4. APPROVE PLANNING COMMISSION MINUTES

4.01: Approve the Following Planning Commission Minutes:

4.01.1: Planning Commission Work Session Minutes Dated September 9, 2018
4.01.2: Planning Commission Meeting Minutes Dated September 9, 2018
4.01.3: Planning Commission Meeting Minutes Dated October 4, 2018

Motion by Commissioner Anderson, seconded by Commissioner Surma, to approve the following minutes as presented: Planning Commission Work Session Minutes dated September 9, 2018; Planning Commission Meeting Minutes dated September 9, 2018; and Planning Commission Meeting Minutes dated October 4, 2018.

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

5. PUBLIC HEARINGS/COMMISSION BUSINESS

5.01: Public Hearing: Consider a Variance Request to Allow an Addition to an Existing, Detached Accessory Building Nearer the Front Lot Line than the Home at 17630 Nowthen Boulevard NW (Project No. 18-157); Case of Richard and Shirley Watson

Public Hearing

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

Presentation

City Planner Anderson presented the staff report stating the City has received an application from Richard and Shirley Watson (the "Applicant") for a variance to allow an addition to a detached accessory building to be nearer the front property line than the home on the property generally known as 17630 Nowthen Boulevard NW (the "Subject Property"). The Subject Property is approximately 1.70 acres in size and City Code restricts the siting of detached accessory buildings to the side or rear yard of a lot when under two (2) acres in size. The existing building is 728 square feet, and the proposed addition is 728 square feet; the proposed building would be 1,456 square feet.

Citizen Input

Commissioner VanScoy questioned what the maximum size allowed was for accessory structures.

City Planner Anderson reported the applicant would be eligible for 2,400 square feet of total accessory structure for the space and right now the site would have approximately 2,000 square feet.

Richard Watson, 17630 Nowthen Boulevard NW, explained he built his home 50 years ago and added the detached garage years later. He explained the new garage would allow him the space to have a woodshop.

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

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

Chairperson Bauer closed the public hearing closed at 7:10 p.m.

Commission Business

Motion by Commissioner Surma, seconded by Commissioner VanScoy, to recommend adoption of Resolution #18-227 granting a variance to allow an addition to a detached accessory building to be nearer the front property line than the home on the Subject Property.

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

5.02: Public Hearing: Request for Consider Conditional Use Permit (CUP) Application for Truck Garant at 6021 Highway 21 (Project 17-151); Case of Roman Gadaskin

Public Hearing

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

Presentation

Consulting Planner Maass presented the staff report stating Roman Gadaskin (the "Applicant") has submitted an application for a Conditional Use Permit (CUP) at 6021 Highway 10 NW (the "Subject Property") to allow a Truck Garant, a dispatch trucking company to operate from the subject property. Dump trucks from Truck Garant are dispatched to haul construction material all over the metropolitan area. No construction material is brought back to the subject property. The Applicant is proposing to utilize this location as a dispatch center where the vehicles will be stored and where minor maintenance and fabrication would occur. The facility would not be available to the general public. This business was first brought to the attention of Staff through its code enforcement program. Over the past several months the applicant and business owner have been working with Staff to make corrections prior to being brought forward for CUP consideration.

Citizen Input

Commissioner VanScoy asked if the Conditional Use Permit was for the back of the property and not the front.

Consulting Planner Maass reported this was correct.

Commissioner VanScoy questioned if there was a plan to provide access to the back of the property.

Consulting Planner Maass described the location of the two access points on the site.

Roman Gadaskin, 13112 Sunset Trail in Plymouth, reported he owned the property but would not operate the proposed business.

Chairperson Bauer asked how many trucks the proposed building would be able to accommodate, given the fact inoperable trucks could not be parked outdoors.

Mr. Gadaskin explained the proposed building was 1,800 square feet and could only accommodate two trucks.

Commissioner VanScoy indicated this would be a nice improvement to this lot.

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

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

Chairperson Bauer closed the public hearing closed at 7:18 p.m.

Commission Business

Motion by Commissioner VanScoy, seconded by Commissioner Onyambu, to recommend that City Council adopt Resolution #18-211 approving a Conditional Use Permit for Truck Garant at 6021 Hwy 10 contingent upon conformance with the Staff Review Memo and approval of construction plans by the City Engineer noting the Findings of Fact are favorable to the applicant.

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

5.03: Public Hearing: Consider Conditional Use Permit (CUP) Application for Auto Sales and Service at 6021 Highway 21 (Project 17-151); Case of Roman Gadaskin

Public Hearing

Chairperson Bauer called the public hearing to order at 7:20 p.m.

Presentation

Consulting Planner Maass presented the staff report stating the purpose of this case is to consider a conditional use permit request to allow car sales and service to be conducted from 6021 Hwy

10 which is the former ICO gas station. Automotive sales and service are a conditional use within the H-1 Highway 10 zoning district. The Applicant has received interest from prospective dealerships that would like to utilize the site and has submitted building plans that would renovate the former gas station building for the purposes of serving as a dealership office and service center.

Citizen Input

Commissioner VanScoy asked if Mr. Gadaskin had a concern with the connection between the Anoka Tech parking lot and his property being closed.

Roman Gadaskin, 13112 Sunset Trail in Plymouth, stated he supported this connection being closed.

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

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

Chairperson Bauer closed the public hearing closed at 7:25 p.m.

Commission Business

Commissioner Anderson stated he hoped this was one of the last used car lots in Ramsey.

Motion by Commissioner VanScoy, seconded by Commissioner Anderson, to recommend that City Council adopt Resolution #18-212 approving a Conditional Use Permit for Auto Sales and Service at 6021 Hwy 10, contingent upon conformance with the Staff Review Memo and approval of construction plans by the City Engineer, adding a Condition that the parking lot connection between the Subject Property and Anoka Tech be closed and noting the Findings of Fact are favorable to the applicant.

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

5.04: Public Hearing: Consider Request to Rezone Property Identified by PID #35-32-25-32-0062 from R-1 Residential (MUSA) to E-1 Employment (Project No. 155); Case of Rocky MTN Investment LLC

Public Hearing

Chairperson Bauer called the public hearing to order at 7:28 p.m.

Presentation

City Planner Anderson presented the staff report stating the City has received an application from Rocky Mountain Investment LLC (the "Applicant") to rezone the property identified by PID # 35-32-25-32-0062 (the "Subject Property") from R-1 Residential (MUSA) to E-1 Employment. The Applicant is attempting to work with a nearby business (just to the east of the Subject Property but on the north side of the street) that is interested in utilizing the land for outside storage. Staff provided further comment on the rezoning and recommended the Commission not approve the request.

Citizen Input

It was noted the applicant was not in attendance at the meeting.

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

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

Chairperson Bauer closed the public hearing closed at 7:35 p.m.

Commission Business

Motion by Commissioner Anderson, seconded by Commissioner VanScoy, to recommend to the City Council the zoning of the Subject Property remain as R-1 Residential (MUSA).

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

6. COMMISSION BUSINESS

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

Presentation

City Planner McGuire Brigl 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 depth and wetland setbacks have changed. The PUD zoning remains on the parcel, though the underlying zoning was R-1 (MUSA).

Commission Business

Commissioner Anderson expressed concerns with the proposed 24-foot-wide road within the new development. He noted the City's standard roadway width was 28 feet and he would like to see the applicant make a change to comply with this requirement. He asked if houses 5 through 10 could be flipped to have the backyards facing each other. He stated he did not like the fact that one of the lots would have three streets around it.

Mark Strandland, 1696 229th Avenue NE in East Bethel, reported the original plat had Potassium Street at 24 feet. He indicated if the roadway width were to change, the development would have an increased impact on the wetlands. In addition, the cost share for this roadway would increase. He commented he was not interested in flipping the street adjacent to lots 5 through 10 as these lots currently had a full walk-out basement. He described the location of the proposed retaining walls noting the homes would be less visually impactful if the plans were to remain as is given the topography of the land. He noted landscaping would be added near the retaining wall to assist with screening.

Commissioner Anderson encouraged the applicant to work with City staff to bring the street up to City Code requirements.

Mr. Strandland stated he would speak with the City Engineer to try and make something work but anticipated an increase in the roadway width would have a negative impact on the surrounding wetlands.

Commissioner VanScoy asked what type of landscaping was being proposed for the top of the retaining walls.

Ms. Strandland reported there would be shrubs and pine trees.

Patrick Hampton, 15551 Potassium Street NW, explained he lived across the street from the proposed development. He expressed frustration that he did not receive a notice from the City regarding this Planning Case. He questioned who would be responsible for paying for the upgrades to Potassium Street. He reported he spent close to $30,000 in attorney's fees 12 years ago to ensure his land would remain as is. He stated he did not want to lose any more of his land and was not in favor of paying excessive roadway assessments.

Chairperson Bauer asked if the City would be seeking additional land from adjacent landowners if Potassium Street were to increase its width to 28 feet.

Community Development Director Gladhill reported the additional width would have to come from the applicant. He explained no assessments were being proposed at this time. He noted the project would be cost-shared between the City and the developer.

_____ Hampton, 15551 Potassium Street NW, explained 12 years ago she was forced to prove that she owned the road, which her husband put in. She encouraged the City to not reopen

old wounds. She discussed the expense she had to pay for lawyer's fees in order to protect her land. She stated she did not want to fight with the City Council and encouraged the Planning Commission to ensure her land remained intact. She commented on how her neighborhood would be impacted by increased traffic and suggested the City develop this property in a responsible manner.

Community Development Director Gladhill clarified for the record the previous legal debate was not about the project itself, but rather about existing Potassium Street and its easements.

Terry Petro, 6140 157th Lane NW, stated he lived to the northwest of the proposed development. He expressed concerns with how the City was allowing a number of different road widths within the Shade Tree Cottages development. He commented on how he would be impacted by increased traffic.

Community Development Director Gladhill described the City's road width standards. He explained currently Potassium Street was 20 feet wide and was a gravel surface, which meant going to 24 feet in width would be an improvement.

Mr. Petro expressed concern with the proposed size of the lots within Shade Tree Cottages and stated he believed this was not a good fit considering the size of the adjacent residential lots.

City Planner McGuire Brigl reviewed the size of the proposed lots and noted the units would have a detached townhome look and feel with a great deal of greenspace surrounding the lots.

Ron Schmidtz, 15641 Potassium Street NW, asked what the traffic flow would look like from Nowthen Boulevard onto Potassium Street. He stated he had concerns with the fact Potassium Street would only be 24 feet wide and questioned if this width would support all of the additional traffic. He inquired if the development would have a sidewalk on either side of Potassium Street.

City Planner McGuire Brigl reported the development would have a trail behind the lots and along Radium.

Mr. Schmidtz stated he would like to see a sidewalk along Potassium Street to protect the children in the neighborhood from the increased levels of traffic.

Shannon Schmidtz, 15641 Potassium Street NW, explained the bus stop for the children in the neighborhood was at the T. She indicated she would like a sidewalk installed for their safety.

Mr. Strandland anticipated that the bus stop location would change since the road would be pushed through to the north and additional children would require bussing to school.

Mr. Petro stated he supported the design and layout of this development more than the design that was previously brought before the City.

Commissioner VanScoy asked what the length of the driveways would be.

City Planner McGuire Brigl reported the driveways would be 25 feet wide.

Commissioner Anderson questioned what the proposed townhome units would look like. He inquired what the 30-foot easement going through the property was for.

City Planner McGuire Brigl reported the 30-foot easement was for a roadway and would outside the proposed plat.

Community Development Director Gladhill reviewed a photo of a project Shade Tree was completing in Anoka, Minnesota.

Commissioner Anderson expressed concern with the fact the proposed trails did not connect to any other trails within the City. He stated the proposed trails would only serve this small community and not the City at large.

Community Development Director Gladhill stated it would be the City's intention to make connections to the north to 157th and south to Alpine Drive. He explained that the Planning Commission could require the developer to install a sidewalk along Potassium Street if this was a safety concern.

Commissioner Surma asked if the wetland was a designated wetland by the DNR.

City Planner Anderson reported this was a DNR protected public wetland.

Commissioner Surma questioned if the residents in attendance would support the proposed development if the roadway were widened and sidewalks were included.

Mr. Hampton stated he supported sidewalk and bike paths so long as they did not run on the east side of the street.

Community Development Director Gladhill commented on how the project would have to address the wetland impacts if the roadway were widened and sidewalks were required. He recommended a sidewalk be placed on the west side of the road. He explained the developer would have to amend his plans prior to seeking Final Plat approval in order to address the comments and concerns being raised by the Planning Commission.

Commissioner Gengler stated she supported the development noting it included trails, protected the wetlands and provided open space. She asked if a traffic study should be completed for this development.

Commissioner VanScoy questioned how many homes would be included in this development.

City Planner McGuire Brigl reported this development would include 35 homes.

Commissioner VanScoy stated he would support deferring to staff's recommendation, which included a traffic study.

Motion by Commissioner Gengler, seconded by Commissioner Onyambu, to recommend that City Council adopt Resolution #18-209 Granting Preliminary Plat for Shade Tree Cottages, contingent upon compliance with the Staff Review Letter and City Engineer Approval requiring a traffic study for this request.

Further discussion

Commissioner Surma recommended City staff consider how to push slowly into the wetland.

Commissioner VanScoy asked if a 28-foot road and sidewalk was included in the motion for approval.

Community Development Director Gladhill reported these recommendations were not made a part of the motion but could be added as a friendly amendment.

Friendly Amendment by Commissioner VanScoy to recommend the roadway be 28 feet wide and that a sidewalk be installed on the west side of Potassium Street.

Commissioner Anderson stated he was not comfortable with this development and therefore would not be offering his support. He did not believe the development had any public benefit.

Commissioner VanScoy explained he would like to further discuss the entire PUD process as a Planning Commission so as to better understand these types of developments.

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

7. COMPREHENSIVE PLAN UPDATE ITEMS

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

8. COMMISSION / STAFF INPUT

8.01: Review Site Plan for Parkside Village, Ramsey Town Center 9th Addition Build-Out; Case of Centra Homes, LLC

City Planner McGuire Brigl stated the purpose of this case is to review a site plan application made by Centra Homes, LLC for the build-out of Ramsey Town Center 9th Addition via Parkside Village. Ramsey Town Center 9th Addition was platted in 2005 but never fully finished. The original developer built two townhouse buildings and put the first lift of asphalt on the private road, but the road needs to be completed, and the remainder of the townhomes built.

Commission Business

Commissioner Surma asked if this development would connect to Varilite.

Community Development Director Gladhill stated this was a possibility but was uncertain at this time.

Commissioner Anderson questioned how much the new units would deviate from the existing units.

Tate Baxter, Centra Homes, explained the new units would deviate slightly but noted in general the units would be very similar. He reported the new buildings would have five units that were two story townhomes. He provided further comment on the stone that would be installed on the exterior elevations.

Community Development Director Gladhill stated he would like to see the developer step up a little more and provide further enhancements to the porches, front façade and decks, in order for the new buildings to more closely match the existing building.

Commissioner Anderson inquired when construction would begin.

Mr. Baxter stated he would begin construction as soon as he could receive a building permit from the City. He noted he was proposing to construct 65 units, which would take several years to complete.

Commissioner Anderson asked if the proposed development would be added to the existing HOA.

Mr. Baxter reported this was the case.

Commissioner Anderson recommended the back sides of these buildings, which face the park, be improved.

Motion by Commissioner VanScoy, seconded by Commissioner Surma, to recommend that City Council adopt Resolution #18-228 granting site plan approval for Parkside Village, contingent upon modifications to Exterior Elevations and City Engineer Review.

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

8.02: Zoning Bulletins

Zoning Bulletins were noted.

9. ADJOURNMENT

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

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

The regular meeting of the Planning Commission adjourned at 8:58 p.m.

Respectfully submitted,

_____
Tim Gladhill
Community Development Director

ATTEST:

_____
JoAnn Shaw
Planning Division Secretary

Drafted by Heidi Guenther
TimeSaver Off Site Secretarial, Inc.

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

RESOLUTION #18-228

RESOLUTION GRANTING SITE PLAN APPROVAL FOR PARKSIDE VILLAGE

WHEREAS, Centra Homes, LLC hereafter referred to as "Developer", properly applied for site plan approval of the following described property located in the City of Ramsey:

Lots 1 – 5, Block 2
Lots 1 – 3, Block 3
Lots 2 – 6, Block 4

Ramsey Town Center 9th Addition, Anoka County, Minnesota

(Subject Property)

WHEREAS, on October 10, 2018, the City received an application and plans from Centra Homes, LLC for site plan, architectural approval, landscaping plan, and grading plan; and

WHEREAS, the site is zoned the COR; and

WHEREAS, the developer is requesting site plan and architectural approval to build out the vacant lots in Ramsey Town Center 9th Addition; and

WHEREAS, Ramsey Town Center 9th Addition final plat was approved by the Ramsey City Council and recorded with Anoka County in 2005; and

WHEREAS, Lot 1, Block 1 and Lot 1, Block 4 were built with townhomes; and

WHEREAS, on November 1, 2018, the Planning Commission reviewed the proposed site plan and recommended City Council approve the proposed site plan; and

WHEREAS, on November 13, 2018 the City Council reviewed the site plan; 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 City Council of the City of Ramsey does approve the Site Plan for Parkside Village, contingent upon compliance with the City Staff Review Letter, ProjectDox Comments, approval by the City Engineer, and the Developer entering into 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:

DRAFT

and the following voted against the same:

None

and the following abstained:

None

and the following were absent:

Existing Vacancy
Existing Vacancy

whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this 13 day of November, 2018.

_____
Mayor

ATTEST:

_____
City Clerk

CC Regular Session **4. 13.**

Meeting Date: 11/13/2018

By: Diana Lund, Finance

Information

Title

Adopt Resolution #18-233 Approving Premise Permit for Anoka Ramsey Athletic Association for Lawful Gambling at Aurelio's Pizza

Purpose/Background:

Staff recently received the attached application for a premise permit for the Anoka Ramsey Athletic Association. Their organization is asking for a premise permit for lawful gambling (pull tabs, tip boards, bar bingo and paddlewheel) at Aurelio's Pizza. If the City Council is not opposed to this application, they have requested a waiver of the 60-day notice provision.

Anoka Ramsey Athletic Association is located in Ramsey which meets the City's Lawful Gambling Ordinance that states that the physical site for the Organization's place of doing business shall be located within the corporate limits of either the City of Ramsey or the City of Anoka and the Organization's place of doing business had been located in either the City of Ramsey or City of Anoka for at least two years immediately preceding the Premise Permit application.

The Anoka Ramsey Athletic Association currently holds a premise permit at the Links at North Fork and currently there are no other premise permit holders located within Aurelio's Pizza. The City's gambling ordinance allows for a maximum number of gambling devices at any one location in the City to a limit of two of any one type of device.

The Anoka Ramsey Athletic Association will be required to submit a monthly contribution to the City equal to 5% of their net profits that is deposited into the City's Lawful Gambling Fund.

Notification:

A copy of the Premise Permit Application and Lease for Lawful Gambling Activity that will be sent to the Gambling Control Board, if approved, is attached.

Observations/Alternatives:

A background check of the Anoka Ramsey Athletic Association's Gambling Manager, Mr. Josh Jungling, was performed by Chief Katers at the time the premise permit was issued for the Links at Northfork in April 2018. Chief Katers reported no findings.

Recommendation:

Staff recommends approval of the premise permit for the Anoka Ramsey Athletic Association at Aurelio's Pizza

Action:

Motion to recommend Council adopt Resolution #18-233 Approving the Anoka Ramsey Athletic Association for a Premise Permit for Lawful Gambling at Aurelio's Pizza.

Attachments

Premise Permit & Lease App - Anoka Ramsey Athletic Assoc at Aurelio's Pizza

Reso #18-233

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	11/08/2018 09:54 AM

Form Started By: Diana Lund
Started On: 11/02/2018 09:49 AM
Final Approval Date: 11/08/2018

LG214 Premises Permit Application

Annual Fee $150 (NON-REFUNDABLE)

REQUIRED ATTACHMENTS TO LG214

1. If the premises is leased, attach a copy of your lease. Use **LG215 Lease for Lawful Gambling Activity.**
2. $150 annual premises permit fee, for each permit (non-refundable). Make check payable to "**State of Minnesota.**"

Mail the application and required attachments to:
Minnesota Gambling Control Board
1711 West County Road B, Suite 300 South
Roseville, MN 55113

Questions? Call 651-539-1900 and ask for Licensing.

ORGANIZATION INFORMATION

Organization Name: Anoka Ramsey Athletic Association License Number: 98049

Chief Executive Officer (CEO) Dustin Roeder Daytime Phone: 612-366-0125

Gambling Manager: Josh Tungling Daytime Phone: 612-860-5016

GAMBLING PREMISES INFORMATION

Current name of site where gambling will be conducted: Aurelio's Pizza

List any previous names for this location:

Red Stone Cafe Mangetti's Pizza

Street address where premises is located: 6415 US Hwy 10 Suite 120
(Do not use a P.O. box number or mailing address.)

City: **OR** Township:	County:	Zip Code:
Anoka Ramsey	Anoka	55303

Does your organization own the building where the gambling will be conducted?

☐ **Yes** ☒ **No** **If no,** attach LG215 Lease for Lawful Gambling Activity.

A lease is not required if only a raffle will be conducted.

Is any other organization conducting gambling at this site? ☐ Yes ☒ No ☐ Don't know

Note: Bar bingo can only be conducted at a site where another form of lawful gambling is being conducted by the applying organization or another permitted organization. Electronic games can only be conducted at a site where paper pull-tabs are played.

Has your organization previously conducted gambling at this site? ☐ Yes ☒ No ☐ Don't know

GAMBLING BANK ACCOUNT INFORMATION; MUST BE IN MINNESOTA

Bank Name: US Bank Bank Account Number: 104783921306

Bank Street Address: 121 W Main St City: Anoka State: **MN** Zip Code: 55303

ALL TEMPORARY AND PERMANENT OFF-SITE STORAGE SPACES

Address (Do not use a P.O. box number):	City:	State:	Zip Code:
6100 Bunker Lk Blvd #2	Anoka	**MN**	55303
		MN	
		MN	

ACKNOWLEDGMENT BY LOCAL UNIT OF GOVERNMENT: APPROVAL BY RESOLUTION

CITY APPROVAL for a gambling premises located within city limits

City Name: _____

Date Approved by City Council: _____

Resolution Number: _____
(If none, attach meeting minutes.)

Signature of City Personnel:

_____

Title: _____ Date Signed: _____

Local unit of government must sign.

COUNTY APPROVAL for a gambling premises located in a township

County Name: _____

Date Approved by County Board: _____

Resolution Number: _____
(If none, attach meeting minutes.)

Signature of County Personnel:

_____

Title: _____ Date Signed: _____

TOWNSHIP NAME: _____

Complete below only if required by the county.
On behalf of the township, I acknowledge that the organization is applying to conduct gambling activity within the township limits. (A township has no statutory authority to approve or deny an application, per Minnesota Statutes 349.213, Subd. 2.)

Print Township Name: _____

Signature of Township Officer: _____

Title: _____ Date Signed: _____

ACKNOWLEDGMENT AND OATH

1. I hereby consent that local law enforcement officers, the Board or its agents, and the commissioners of revenue or public safety and their agents may enter and inspect the premises.
2. The Board and its agents, and the commissioners of revenue and public safety and their agents, are authorized to inspect the bank records of the gambling account whenever necessary to fulfill requirements of current gambling rules and law.
3. I have read this application and all information submitted to the Board is true, accurate, and complete.
4. All required information has been fully disclosed.
5. I am the chief executive officer of the organization.
6. I assume full responsibility for the fair and lawful operation of all activities to be conducted.
7. I will familiarize myself with the laws of Minnesota governing lawful gambling and rules of the Board and agree, if licensed, to abide by those laws and rules, including amendments to them.
8. Any changes in application information will be submitted to the Board no later than ten days after the change has taken effect.
9. I understand that failure to provide required information or providing false or misleading information may result in the denial or revocation of the license.
10. I understand the fee is non-refundable regardless of license approval/denial.



Signature of Chief Executive Officer (designee may not sign)

9/10/18
Date

Data privacy notice: The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information; however, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If your organization supplies the information requested, the Board will be able to process your organization's application. Your organization's name and address will be public information when received by the Board. All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information provided will become public. If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public. Private data about your organization are available to: Board members, Board staff whose work requires access to the information; Minnesota's Department of Public Safety, Attorney General, Commissioners of Administration, Minnesota Management & Budget, and Revenue; Legislative Auditor, national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this notice was given; and anyone with your written consent.

This form will be made available in alternative format, i.e. large print, braille, upon request.

MINNESOTA LAWFUL GAMBLING

LG215 Lease for Lawful Gambling Activity

LEASE INFORMATION

Organization: Anoka Ramsey Athletic Association	License/Site Number: 98049	Daytime Phone: 612-860-5616
Address:	City: Anoka	State: Zip: MN 55303
Name of Leased Premises: Aurelio's	Street Address: 6415 US Hwy 10 Suite 120	
City: Ramsey	State: Zip: MN 55303	Daytime Phone: 612-209-2111
Name of Legal Owner: Pleasant Valley Sunrise Group LLC	Business/Street Address: 6415 US Hwy 10 Ste. Ste 120	
City: Ramsey	State: Zip: MN 55303	Daytime Phone: 612-709-2111
Name of Lessor (**if same as legal owner, write "SAME"**): Woodmen of the World Life Insurance	Address: 2550 University Ave W Suite 415	
City: St Paul	State: Zip: MN 55114	Daytime Phone: 651-209-9631

Check applicable item:

- ☐ **New or amended lease.** Effective date: _____. Submit changes at least ten days **before** the effective date of the change.
- ☑ **New owner.** Effective date: _____. Submit new lease **within** ten days after new lessor assumes ownership.

CHECK ALL ACTIVITY THAT WILL BE CONDUCTED (no lease required for raffles)

- ☒ Pull-Tabs (paper)
- ☒ Pull-Tabs (paper) with dispensing device
- ☒ Bar Bingo
- ☒ Bingo
- ☒ Tipboards
- ☒ Paddlewheel
- ☐ Paddlewheel with table
- ☒ Electronic Pull-Tabs
- ☐ Electronic Linked Bingo

Electronic games may only be conducted:

1. at a premises licensed for the on-sale of intoxicating liquor or the on-sale of 3.2% malt beverages; or
2. at a premises where bingo is conducted as the primary business and has a seating capacity of at least 100.

PULL-TAB, TIPBOARD, AND PADDLEWHEEL RENT (separate rent for booth and bar ops)

BOOTH OPERATION: Some or all sales of gambling equipment are conducted by an employee/volunteer of a licensed organization at the leased premises.

ALL GAMES, including electronic games: Monthly rent to be paid: ____%, not to exceed **10%** of gross profits for that month.

- Total rent paid from all organizations for only booth operations at the leased premises **may not exceed $1,750.**
- The rent cap does not include BAR OPERATION rent for electronic games conducted by the lessor.

BAR OPERATION: All sales of gambling equipment conducted by the lessor or lessor's employee.

ELECTRONIC GAMES: Monthly rent to be paid: 15 %, not to exceed **15%** of the gross profits for that month from electronic pull-tab games and electronic linked bingo games.

ALL OTHER GAMES: Monthly rent to be paid: 20 %, not to exceed **20%** of gross profits from all other forms of lawful gambling.

- If any booth sales conducted by a licensed organization at the premises, rent may not exceed **10%** of gross profits for that month and is subject to booth operation **$1,750** cap.

BINGO RENT (for leased premises where bingo is the primary business conducted, such as bingo hall)

Bingo rent is limited to one of the following:

- Rent to be paid: _____ %, not to exceed **10%** of the monthly gross profit from all lawful gambling activities held during bingo occasions, excluding bar bingo.

- OR -

- Rate to be paid: $ _____ per square foot, not to exceed 110% of a comparable cost per square foot for leased space, as approved by the director of the Gambling Control Board. The lessor must attach documentation, verified by the organization, to confirm the comparable rate and all applicable costs to be paid by the organization to the lessor.
  - ⇒ **Rent may not be paid for bar bingo.**
  - ⇒ Bar bingo does not include bingo games linked to other permitted premises.

LEASE TERMINATION CLAUSE (must be completed)

The lease may be terminated by either party with a written 90 day notice. Other terms:

LG215 Lease for Lawful Gambling Activity

Lease Term: The term of this agreement will be concurrent with the premises permit issued by the Gambling Control Board (Board).

Management: The owner of the premises or the lessor will not manage the conduct of lawful gambling at the premises. The organization may not conduct any activity on behalf of the lessor on the leased premises.

Participation as Players Prohibited: The lessor will not participate directly or indirectly as a player in any lawful gambling conducted on the premises. The lessor's immediate family and any agents or gambling employees of the lessor will not participate as players in the conduct of lawful gambling on the premises, except as authorized by Minnesota Statutes, Section 349.181.

Illegal Gambling: The lessor is aware of the prohibition against illegal gambling in Minnesota Statutes 609.75, and the penalties for illegal gambling violations in Minnesota Rules 7865.0220, Subpart 3. In addition, the Board may authorize the organization to withhold rent for a period of up to 90 days if the Board determines that illegal gambling occurred on the premises or that the lessor or its employees participated in the illegal gambling or knew of the gambling and did not take prompt action to stop the gambling. Continued tenancy of the organization is authorized without payment of rent during the time period determined by the Board for violations of this provision, as authorized by Minnesota Statutes, Section 349.18, Subd. 1(a).

To the best of the lessor's knowledge, the lessor affirms that any and all games or devices located on the premises are not being used, and are not capable of being used, in a manner that violates the prohibitions against illegal gambling in Minnesota Statutes, Section 609.75.

Notwithstanding Minnesota Rules 7865.0220, Subpart 3, an organization must continue making rent payments under the terms of this lease, if the organization or its agents are found to be solely responsible for any illegal gambling, conducted at this site, that is prohibited by Minnesota Rules 7861.0260, Subpart 1, item H, or Minnesota Statutes, Section 609.75, unless the organization's agents responsible for the illegal gambling activity are also agents or employees of the lessor.

The lessor must not modify or terminate the lease in whole or in part because the organization reported, to a state or local law enforcement authority or to the Board, the conduct of illegal gambling activity at this site in which the organization did not participate.

Other Prohibitions: The lessor will not impose restrictions on the organization with respect to providers (distributor or linked bingo game provider) of gambling-related equipment and services or in the use of net profits for lawful purposes.

The lessor, the lessor's immediate family, any person residing in the same residence as the lessor, and any agents or employees of the lessor will not require the organization to perform any action that would violate statute or rule. The lessor must not modify or terminate this lease in whole or in part due to the lessor's violation of this provision. If there is a dispute as to whether a violation occurred, the lease will remain in effect pending a final determination by the Compliance Review Group (CRG) of the Board. The lessor agrees to arbitration when a violation of this provision is alleged. The arbitrator shall be the CRG.

Access to Permitted Premises: Consent is given to the Board and its agents, the commissioners of revenue and public safety and their agents, and law enforcement personnel to enter and inspect the permitted premises at any reasonable time during the business hours of the lessor. The organization has access to the premises during any time reasonable and when necessary for the conduct of lawful gambling.

Lessor Records: The lessor must maintain a record of all money received from the organization, and make the record available to the Board and its agents, and the commissioners of revenue and public safety and their agents upon demand. The record must be maintained for 3-1/2 years.

Rent All-Inclusive: Amounts paid as rent by the organization to the lessor are all-inclusive. No other services or expenses provided or contracted by the lessor may be paid by the organization, including but not limited to:

- trash removal
- electricity, heat
- snow removal
- storage
- janitorial and cleaning services
- other utilities or services
- lawn services
- security, security monitoring
- cost of any communication network or service required to conduct electronic pull-tabs games or electronic bingo
- in the case of bar operations, cash shortages.

Any other expenditures made by an organization that is related to a leased premises must be approved by the director of the Board. Rent payments may not be made to an individual.

ACKNOWLEDGMENT OF LEASE TERMS

I affirm that this lease is the total and only agreement between the lessor and the organization, and that all obligations and agreements are contained in or attached to this lease and are subject to the approval of the director of the Gambling Control Board.

Other terms of the lease:

Signature of Lessor:	Date:	Signature of Organization Official (Lessee):	Date:
Randall J Stawski	9/10/18		9/6/18
Print Name and Title of Lessor:		Print Name and Title of Lessee:	
Randall Stawski		Josh Swingley Gambling Manager	

Questions? Contact the Licensing Section, Gambling Control Board, at 651-539-1900. This publication will be made available in alternative format (i.e. large print, braille) upon request. **Data privacy notice:** The information requested on this form and any attachments will become public information when received by the Board, and will be used to determine your compliance with Minnesota statutes and rules governing lawful gambling activities.

Mail or fax lease to:
Minnesota Gambling Control Board
1711 W. County Road B, Suite 300 South
Roseville, MN 55113
Fax: 651-639-4032

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #18-233

RESOLUTION APPROVING THE ANOKA RAMSEY ATHLETIC ASSOCIATION APPLICATION FOR A PREMISE PERMIT FOR LAWFUL GAMBLING AT AURELIO'S PIZZA IN RAMSEY

WHEREAS, The Anoka Ramsey Athletic Association has applied for a premise permit for gambling at Aurelio's Pizza, 6415 Highway 10, Suite 120, Ramsey.

WHEREAS, The Anoka Ramsey Athletic Association has requested Council waive the 60-day notice provision; and

WHEREAS, the Gambling Control Board Division of the Department of Gaming requires the City of Ramsey adopt a resolution specifically approving or denying the application.

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

I) That the Ramsey City Council hereby approves the premise permit application for the Anoka Ramsey Youth Association to operate lawful gambling at Aurelio's Pizza, 6415 Highway 10 NW, Suite 120, Ramsey.

2) That the Ramsey City Council hereby authorizes the City Administrator or Finance Director to sign the application and any other documents required by the Minnesota Gambling Board.

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

and the following voted against the same:

and the following abstained:

and the following were absent?

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 13th day of November, 2018.

_____
Mayor

ATTEST:

_____
City Clerk

CC Regular Session **4. 14.**

Meeting Date: 11/13/2018

Submitted For: Grant Riemer, Engineering/Public Works

By: MaryJo Warner, Engineering/Public Works

Information

Title

Report from Public Works Committee

The Public Works Committee held its regular meeting on October 16, 2018 and discussed the following items:
1. Consider Recommendation to City Council Supporting Metropolitan Council Study for Northwest Metropolitan Area Regional Surface Water Supply Facility: Ratify the recommendation of the Public Works Committee to pass the review of the resolution allowing the Metropolitan Council to complete a study for a Northwest Metropolitan area regional surface water supply facility to the City Council without a recommendation.

Committee/Staff Input

1. Update on Status of Feasibility Reports for 2019 Reconstruction Projects: Ratify the consensus of the Committee to support the staff recommendation to postpone Improvement Project #18-02 HY-Ramsey, Street Reconstructions.

Purpose/Background:

1. Consider Recommendation to City Council Supporting Metropolitan Council Study for Northwest Metropolitan Area Regional Surface Water Supply Facility: This was discussed as a separate case at the October 23, 2018 City Council meeting.
Committee/Staff Input
1. Update on Status of Feasibility Reports for 2019 Reconstruction Projects: This was discussed as a separate case at the October 23, 2018 City Council meeting.

Action:

Motion to ratify the recommendation of the Public Works Committee.

Attachments

Agenda

Form Review

Inbox	Reviewed By	Date
Bruce Westby	Bruce Westby	11/08/2018 03:31 PM
Grant Riemer	Grant Riemer	11/08/2018 03:48 PM
Kurt Ulrich	Kurt Ulrich	11/08/2018 03:59 PM
Form Started By: MaryJo Warner		Started On: 11/01/2018 10:08 AM
Final Approval Date: 11/08/2018		

City of Ramsey
Agenda
Public Works Committee
Tuesday, October 16, 2018
5:30 pm
Lake Itasca Room, 7550 Sunwood Drive NW

1. Call to Order

2. Citizen Input

3. Approve Agenda

4. Approve Minutes

1. Approve Public Works Committee meeting minutes.

5. Committee Business

1. Consider Recommendation to City Council Supporting Metropolitan Council Study for Northwest Metropolitan Area Regional Surface Water Supply Facility

6. Committee/Staff Input

1. Update on Status of Feasibility Reports for 2019 Street Reconstruction Projects

2. Staff Updates on Improvement Projects and Items of Interest

3. Review Future Topics Calendar

7. Adjournment

Public Works Committee **4. 1.**

Meeting Date: 10/16/2018
Submitted For: Grant Riemer, Engineering/Public Works
By: MaryJo Warner, Engineering/Public Works

Title:
Approve Public Works Committee meeting minutes.

Purpose/Background:
To review and approve Public Works Committee meeting minutes.

Timeframe:
5 minutes

Observations/Alternatives:
n/a

Funding Source:
n/a

Recommendation:
Staff recommends review and approval of the attached Public Works Committee meeting minutes dated August 21, 2018.

Action:
Motion to approve Public Works Committee meeting minutes dated August 21, 2018.

Attachments

Agenda

Form Review

Inbox	Reviewed By	Date
Bruce Westby	Bruce Westby	10/11/2018 03:43 PM
Grant Riemer	Grant Riemer	10/11/2018 03:48 PM
Kurt Ulrich	Kurt Ulrich	10/11/2018 04:18 PM
Form Started By: MaryJo Warner		Started On: 10/11/2018 08:55 AM
Final Approval Date: 10/11/2018		

PUBLIC WORKS COMMITTEE
CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA

The Public Works Committee conducted a regular meeting on Wednesday, August 21, 2018, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present: Chairperson Chris Riley
Councilmember Jill Johns
Councilmember Mark Kuzma

Also Present: Public Works Superintendent Grant Riemer
City Engineer Bruce Westby
Parks and Assistant Public Works Superintendent Mark Riverblood

1. CALL TO ORDER

Chairperson Riley called the regular meeting of the Public Works Committee to order at 5:30 p.m.

2. CITIZEN INPUT

There was none.

3. APPROVE AGENDA

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

Motion carried. Voting Yes: Chairperson Riley, Councilmembers Johns and Kuzma. Voting No: None.

4. APPROVE MINUTES

4.01: Approve July 17, 2018, Meeting Minutes

Motion by Councilmember Kuzma, seconded by Councilmember Johns, to approve the following minutes:

Regular Meeting Minutes dated July 17, 2018

Motion carried. Voting Yes: Chairperson Riley, Councilmembers Kuzma and Johns. Voting No: None.

5. COMMITTEE BUSINESS

5.01: Consider Roundabout Landscape Improvements – Sunwood Drive

Parks and Assistant Public Works Superintendent Riverblood stated that the purpose of this case is to receive Committee input on the landscaping desired for the Sunwood Drive roundabout. This project in part, has been on hold waiting for a more comprehensive streetscape and wayfinding signage plan to be finalized. At present the area is turf grass and has a basic irrigation system and mowed weekly. What staff is proposing may be considered an interim landscaping plan, until the larger landscape plan for the roundabout may be developed (E.g. wayfinding and retail signage/monuments).

Parks and Assistant Public Works Superintendent Riverblood stated that staff's proposal would involve developing an RFP for design and installation services from local landscape companies—and setting three, not-to-exceed price ranges for those services. Staffs initial thought on the prices ranges was $2,000, $5,000, and $10,000.00, though these ranges can be adjusted based on discussion. The RFP would specify an illustrative design and planning plan, installation of the landscape, a basic one-year warranty, and an alternative quote for annualized maintenance. He noted that depending on the landscape proposals received, modifications to the irrigation system may be required. The estimated range of this cost by a contractor may be between $2,000 and $4,000. Additionally, it is recommended that the RFP be issued late Fall or Early Winter 2018 to achieve the best pricing/proposals with landscape installation to be completed in April 2019 (subject to City Council approval).

Parks and Assistant Public Works Superintendent Riverblood recommended to issue an RFP for landscape design and installation of the Sunwood Drive roundabout at various price points. The recommended design and plan(s) will be brought back to the PW Committee for review and approval before recommendation to Council.

Councilmember Johns stated that she does not want to have to do things twice and wants to ensure that things will tie in with the eventual design. She stated that it does look a lot better with the irrigation and mowing that has occurred. She asked if the process would provide the full plan or just the interim plan.

Public Works Superintendent Riemer stated that it would simply be an interim plan until the ultimate desire is known.

Parks and Assistant Public Works Superintendent Riverblood stated that language would be specified that preference would be given to a planting plan proposal that would be conducive for future development within and an eye to architecture and scheme of the streetscape. He noted that the benefit to providing a blank slate for landscapers is that they may have materials on hand that they can use for a lower cost and may see this as an opportunity for future landscaping work with the City.

Councilmember Kuzma stated that his first thought was that this was going to be more than the City should spend but after talking with staff he does understand the process and associated cost and agrees that this could be a good idea.

Chairperson Riley echoed the comments of Councilmember Johns that it looks better with the grass irrigated and mowed. He stated that he would hate to be in the situation where the City pays for something only to tear it out in the near future.

Councilmember Johns stated that she does not mind doing things in phases but would be fine waiting until the ultimate plan is known for the landscaping and streetscape.

Chairperson Riley stated that he would prefer to hold off until the sign plan is created, and additional development occurs in The COR. He agreed that this will need to be done eventually but did not think the City was ready yet.

Councilmember Kuzma stated that he would not mind seeing some bushes or something to add some color.

Councilmember Johns was unsure that the City would get the desired result for $2,000.

Parks and Assistant Public Works Superintendent Riverblood stated that if there is a significant monument with footing ultimately desired, there could be damage to existing landscaping or it might be better to take out any existing landscaping in order to support that monument rather than trying to protect it.

Councilmember Johns stated that it does seem a little early to attempt to add landscaping until the ultimate desire is known. She agreed that it could be nice to have a little color.

Motion by Councilmember Kuzma, seconded by Councilmember Johns, to defer landscaping within the Sunwood Drive roundabout until the sign/streetscape plan is completed.

Motion carried. Voting Yes: Chairperson Riley, Councilmembers Kuzma and Johns. Voting No: None.

Parks and Assistant Public Works Superintendent Riverblood stated that when the City is ready, it would be more cost efficient to follow the RFP process, which puts the burden of plans on the bidder rather than the City paying a consultant to develop the plans.

5.02: Consider City Council Recommendation to Review Feasibility Report and Order Public Input Meeting for Improvement Project #18-02, HY-10 Ramsey Street Reconstructions

City Engineer Westby stated that the purpose of this case is to consider a recommendation to the City Council to review the Feasibility Report and order a Public Input Meeting for Improvement Project #18-02, HY-10 Ramsey Street Reconstructions. He stated that City Improvement Project No. 18-02 proposes to construct streets within the HY-10 Ramsey neighborhood including 146th Avenue, 147th Avenue, and Ferret Street. The streets total approximately 1,400 linear feet in length. 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.

City Engineer Westby stated that 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 o 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. The pavement section was built on sandy subgrade material generally considered suitable for pavement support.

City Engineer Westby stated that 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 sections 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 the Draft Feasibility 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.

City Engineer Westby stated that staff has not yet discussed the proposed improvements with local property owners. However, staff is proposing to schedule a public information meeting on September 13, 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 present the public input to Council during the public hearing.

City Engineer Westby stated that proposed improvements include reconstructing 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 two of 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 existing subgrade and/or aggregate base. Three and one-half inches of bituminous pavement would be installed on top of a minimum of 6 inches of aggregate base composed of existing aggregate base and FDR reclaim material. This pavement section would meet the City of

Ramsey's standard pavement design. Though the design strength of this pavement design is less than a typical industrial park pavement design, it should provide a useful life of at least 30 years based on the life achieved by the existing pavement section. Staff also believes this development will re-develop within the next 10 to 20 years, and that new streets will be required as a result of re-development.

City Engineer Westby stated that this proposed project was brought to the Development Review Committee on May 22, 2018 for staff comment on design alternatives based on potential future development of the HY-10 Ramsey subdivision. Based on uncertainty of future development, staff felt it would be most cost effective to bring the bituminous pavement up to usable standards, extend utilities and concrete curb and gutter along 147th Avenue only, and not to connect the streets to adjacent development at this time. The engineer's opinion of probable costs including streets, drainage, and public water utilities is $ 290,000. 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*** of the attached Draft Feasibility Report

City Engineer Westby stated that 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 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 in the Draft Feasibility Report.

City Engineer Westby stated that 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.

City Engineer Westby stated that staff originally intended to conduct a public information meeting with benefiting property owners of HY-10 Ramsey while preparing the Feasibility Report to explain the purpose and need for the proposed improvements, the scope of the improvements, estimated costs, the proposed funding program, and proposed schedule. However, due to growing uncertainties surrounding the future use of adjacent parcels, staff determined it would be better to complete a draft Feasibility Report before scheduling and conducting the public input meeting to help keep discussions focused.

City Engineer Westby stated that on August 28th staff plans to review the Feasibility Report with

Council, then ask Council to order a public input meeting for 9 AM on September 13th. This will allow staff to gather feedback on the project from benefiting property owners, which will then be presented to Council at their September 25th regular meeting, after which Council will be asked to accept the Feasibility Report and order a Public (Improvement) Hearing for October 9th. He recommended approving a recommendation to City Council to review the Draft Feasibility Report and order a Public Input Meeting for 9 AM on Thursday, September 13, 2018, for Improvement Project #18-02, HY-10 Ramsey Street Reconstructions.

Councilmember Kuzma asked if the project will justify the assessment amounts.

City Engineer Westby replied that will be known once the Feasibility Report is fully completed.

Chairperson Riley asked the logic of not assessing the two City owned parcels as the two parcels do have access from one of the roads being improved.

City Engineer Westby noted that those parcels would have additional access options and believed that to be consistent with the City policy.

Chairperson Riley stated that he likes that staff has done its best to not overbuild this as the future is still unknown in terms of redevelopment.

Councilmember Johns stated that she appreciates that money will be put into 147th to make that consistent.

Chairperson Riley also liked extending the utilities to provide additional opportunity.

City Engineer Westby stated that this is a middle of the road design that should provide 30 years of lifespan while keeping the cost as low as possible. He noted that if redevelopment occurs, there would be opportunity to add improvement in the future that perhaps would not be assessed.

Motion by Councilmember Kuzma, seconded by Councilmember Johns, to approve a recommendation to City Council to review the Draft Feasibility Report and order a Public Input Meeting for 9 a.m. on Thursday, September 13, 2018 for Improvement Project #18-02, HY-10 Ramsey Street Reconstructions.

Further discussion: City Engineer Westby stated that there have not been any discussions with property owner thus far and therefore before bringing this to the City Council staff would like to meet with the property owners.

Motion carried. Voting Yes: Chairperson Riley, Councilmembers Kuzma and Johns. Voting No: None.

5.03: Consider City Council Recommendation to Order Feasibility Report for Improvement Project #19-01, Ford Brook Estates Street Reconstructions

City Engineer Westby stated that the purpose of this case is to consider approving a recommendation to the City Council to order a Feasibility Report for Improvement Project #19-01, Ford Brook Estates Street Reconstructions. He noted that the City of Ramsey's current 10-year Capital Improvement Plan (CIP) covers calendar years 2018 to 2027. The plan identifies all public streets proposed to be reconstructed or to receive overlays in 2019 as part of the City's long-term Street Maintenance Program. He noted that the streets in Ford Brook Estates were proposed to be reconstructed in 2019.

City Engineer Westby stated that staff recommends that these streets be reconstructed in 2019 to allow bonds to be used to pay for the improvements per the City's 2015-2019 Street Reconstruction and Overlay Program (SROP). If these streets are not reconstructed in 2019, they can 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 the current 5-year SROP since no new streets can be added to the 5-year SROP.

City Engineer Westby recommended approving a recommendation to the City Council to order a Feasibility Report for Improvement Project #19-01, Ford Brook Estates Street Reconstructions. Staff proposed to fund the proposed street reconstruction improvements using a combination of special assessments to benefiting properties, street reconstruction bond funds, and stormwater utility funds (if needed).

Councilmember Kuzma asked for information on the proposed cost.

City Engineer Westby stated that the costs would be updated once the Feasibility Reports are completed for the projects and provided a general cost estimate.

Chairperson Riley asked why it seems that all the streets need to be reconstructed and cannot be overlaid.

City Engineer Westby stated that even though the roads were proposed for overlays, the pavement has degraded to such a condition over the past five years that they need to be reconstructed.

Chairperson Riley asked if there would be unanimous agreement that the roads need to be reconstructed from an engineer standpoint.

Public Works Superintendent Riemer agreed that the roads are in very poor condition, even from a visual standpoint.

Motion by Councilmember Johns, seconded by Councilmember Kuzma, to approve a recommendation to the City Council to order a Feasibility Report for Improvement Project #19-01, Ford Brook Estates Street Reconstructions.

Further discussion: City Engineer Westby stated that the work would be done in-house but funds would be expended to conduct the soil borings.

Motion carried. Voting Yes: Chairperson Riley, Councilmembers Johns and Kuzma. Voting No: None.

5.04: Consider City Council Recommendation to Order Feasibility Report for Improvement Project #19-02, Brookview Estates Street Reconstructions

City Engineer Westby stated that the purpose of the case is to consider approving a recommendation to the City Council to order a Feasibility Report for Improvement Project #19-03, Wood Pond Hills and Chestnut Ridge Street Reconstructions. He stated that the City of Ramsey's current 10-year Capital Improvement Plan (CIP) covers calendar years 2018 to 2027. The plan identifies all public streets proposed to be reconstructed or to receive overlays in 2019 as part of the City's long-term Street Maintenance Program. He noted that the streets in Brookview Estates were proposed to receive overlays in 2019.

City Engineer Westby stated that in the spring of 2018, staff re-evaluates the pavement condition of these streets and found the pavement has degraded past the point where an overlay should be applied, and that a total reconstruct is now required. Staff therefore recommends that these streets be reconstructed in 2019 to allow bonds to be used to pay for the improvements per the City's 2015-2019 Street Reconstruction and Overlay Program (SROP).

City Engineer Westby stated that if the streets are not reconstructed in 2019, they can 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 the current 5-year SROP since no new streets can be added to the 5-year SROP.

City Engineer Westby recommended approving a recommendation to the City Council to order a Feasibility Report for Improvement Project #19-02, Brookview Estates Street Reconstructions. He noted that staff proposes to fund the proposed street reconstruction improvements using a combination of special assessments to benefiting properties, street reconstruction bond funds, and stormwater utility funds.

Motion by Councilmember Johns, seconded by Councilmember Kuzma, to approve a recommendation to the City Council to order a Feasibility Report for Improvement Project #19-02, Brookview Estates Street Reconstructions.

Motion carried. Voting Yes: Chairperson Riley, Councilmembers Johns and Kuzma. Voting No: None.

5.05: Consider City Council Recommendation to Order Feasibility Report for Improvement Project #19-03, Wood Pond Hills and Chestnut Ridge Street Reconstructions

City Engineer Westby stated that the purpose of the case is to consider approving a recommendation to the City Council to order a Feasibility Report for Improvement Project #19-03, Wood Pond Hills and Chestnut Ridge Street Reconstructions. He stated that the City of Ramsey's current 10-year Capital Improvement Plan (CIP) covers calendar years 2018 to 2027.

The plan identifies all public streets proposed to be reconstructed or to receive overlays in 2019 as part of the City's long-term Street Maintenance Program. He noted that the streets in Wood Pond Hills and Chestnut Ridge were proposed to receive overlays in 2019.

City Engineer Westby stated that in the spring of 2018, staff re-evaluates the pavement condition of these streets and found the pavement has degraded past the point where an overlay should be applied, and that a total reconstruct is now required. Staff therefore recommends that these streets be reconstructed in 2019 to allow bonds to be used to pay for the improvements per the City's 2015-2019 Street Reconstruction and Overlay Program (SROP).

City Engineer Westby stated that if the streets are not reconstructed in 2019, they can 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 the current 5-year SROP since no new streets can be added to the 5-year SROP.

City Engineer Westby recommended approving a recommendation to the City Council to order a Feasibility Report for Improvement Project #19-03, Wood Pond Hills and Chestnut Ridge Street Reconstructions. He noted that staff proposes to fund the proposed street reconstruction improvements using a combination of special assessments to benefiting properties, street reconstruction bond funds, and stormwater utility funds.

Public Works Superintendent Riemer stated that of the patching that occurs, staff spends two to three weeks in these two neighborhoods.

Councilmember Kuzma asked if soil borings had been completed.

City Engineer Westby stated that soil borings would be completed as part of the Feasibility Report project.

Chairperson Riley stated that it seems that these roads failed very early for some reason and therefore it appears something was not done right.

Public Works Superintendent Riemer stated that these roads may have been constructed in the 1990's when the bad asphalt was an issue.

Motion by Councilmember Johns, seconded by Councilmember Kuzma, to approve a recommendation to the City Council to order a Feasibility Report for Improvement Project #19-03, Wood Pond Hills and Chestnut Ridge Street Reconstructions.

Motion carried. Voting Yes: Chairperson Riley, Councilmembers Johns and Kuzma. Voting No: None.

Chairperson Riley asked if there is a reason that the City cannot include projects in the five-year plan that may be needed within ten years, so that if there are available funds or time additional projects could be completed.

City Engineer Westby stated that could be done, it would just create a large bottom line. He recognized that all the projects could be included with the intent that not all the projects would be done.

Councilmember Kuzma stated that might not be a bad strategy.

Councilmember Johns agreed that would be a good strategy as projects jump to the top of the list because of poor condition or residents object to projects.

Chairperson Riley agreed that it would be nice to have additional flexibility, noting that it would not necessarily need to be ten years of projects but perhaps seven years.

Councilmember Kuzma asked if there is warranty language included to guarantee the lifespan of the road.

City Engineer Westby replied that you can only have a one-year warranty. He stated that staff is doing thorough inspections after construction.

6. COMMITTEE / STAFF INPUT

6.01: Staff Updates on Improvement Projects and Items of Interest

City Engineer Westby stated that a list of updates on improvement projects were included in the packet for the group to review and provided a brief summary of activity. He stated that staff will be asking for an extension from the Lower Rum River Water Management Organization for the COR Infiltration Basin as the timeline for obtaining the control panel for the lift station is about five to six months and without that element it would not be functional.

Chairperson Riley stated that it seems like a surprise that the timeline would be that long and asked if all other planning has been done to eliminate other unknowns for the infiltration basin.

City Engineer Westby confirmed that there would not be other unknowns with the project.

6.02: Review Future Topics Calendar

No additional comments.

7. ADJOURNMENT

Motion by Councilmember Kuzma, seconded by Councilmember Johns, to adjourn the Public Works Committee meeting.

Motion carried.

The regular meeting of the Public Works Committee adjourned at 6:40 p.m.

Respectfully submitted,

_____
Grant Riemer
Public Works Superintendent

Drafted by Amanda Staple
TimeSaver Off Site Secretarial, Inc.

Public Works Committee **5. 1.**

Meeting Date: 10/16/2018

By: Bruce Westby, Engineering/Public Works

Title:

Consider Recommendation to City Council Supporting Metropolitan Council Study for Northwest Metropolitan Area Regional Surface Water Supply Facility

Purpose/Background:

Purpose:

The purpose of this case is to consider a recommendation to the City Council to adopt a resolution supporting a Metropolitan Council study for a Northwest Metropolitan area regional surface water supply facility..

Background:

Metropolitan Council Staff have long been aware that the City of Ramsey has explored the use of surface water to augment, or even possibly replace, our groundwater supply sources for our municipal water supply. More than a year ago, Staff from the Metropolitan Council informed City Staff that funds were available to conduct a study to explore the feasibility of constructing a regional surface water supply facility in the northwest metro area, and asked if Staff was aware of any other cities that might be interested in partnering with us to explore the feasibility of a regional surface water supply facility.

Since then, Staff contacted their counterparts in neighboring cities in Anoka County to discuss the possibility of partnering with us on a regional surface water supply facility. Those discussions were not fruitful. Then recently, Staff was informed that the cities of Dayton and Rogers might be interested in partnering in such a study. Staff was later informed that the City of Corcoran might also be interested.

Staff has since informed Metropolitan Council Staff that three other cities have expressed an interest in partnering with us, at which time Metropolitan Council Staff asked is each City would be able to adopt supporting resolutions, which Metropolitan Council Staff would then use to request funding for the study on their end.

Staff from each partnering City plans to request City Council adoption of a supporting resolution at their earliest opportunity. For the City of Ramsey, Staff proposes to request adoption of a supporting resolution at the October 23rd Council meeting.

Timeframe:

Staff anticipates approximately 15 minutes will be required to present and discuss this case.

Observations/Alternatives:

Observations:

The primary objective of the study will be to 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. As cities face increased demands on their water supplies in the future, this study will provide concept/planning level options for consideration.

Alternatives:

Alternative #1– Motion approving a recommendation to City Council to adopt a resolution supporting a Metropolitan Council study for a Northwest Metropolitan area regional surface water supply facility.

Alternative #2 – Motion of other.

Funding Source:

No local match is required. Met Council will cover estimated study costs. Local staff will act as technical advisory team members for the study.

Recommendation:

Staff recommends alternative #1.

Action:

Motion approving a recommendation to City Council to adopt a supporting resolution allowing the Metropolitan Council to complete a study for a Northwest Metropolitan area regional surface water supply facility.

Attachments

No file(s) attached.

Form Review

Inbox	Reviewed By	Date
Grant Riemer	Grant Riemer	10/11/2018 01:04 PM
Kurt Ulrich	Kurt Ulrich	10/11/2018 04:18 PM
Form Started By: Bruce Westby		Started On: 10/11/2018 07:11 AM
Final Approval Date: 10/11/2018		

Public Works Committee **6. 1.**

Meeting Date: 10/16/2018

By: Bruce Westby, Engineering/Public Works

Title:

Update on Status of Feasibility Reports for 2019 Street Reconstruction Projects

Purpose/Background:

Purpose:

The purpose of this case is to update the Public Works Committee on the status of the Feasibility Reports for the proposed 2019 Street Reconstruction Projects, Improvement Project #'s 18-02, 19-01, 19-02, and 19-03.

Background:

As directed by City Council, Staff is preparing Feasibility Reports for four proposed 2019 Street Reconstruction Projects, Improvement Project #'s 18-02, 19-01, 19-02, and 19-03.

The Feasibility Reports explore numerous aspects of the proposed improvements including whether they are feasible and necessary, whether they are cost-effective, and whether they should be completed alone or in conjunction with other improvements. Estimated costs will be explored in greater detail than was used to estimate costs for the CIP. A more detailed project funding program will also be explored, including a description of the methodology used to calculate individual special assessments for benefiting parcels. A preliminary project schedule will also be developed.

While preparing the Feasibility Reports, Staff is conducting public input meetings with affected residents and businesses to explain the need for the proposed improvements, the scope of the improvements, estimated costs, proposed funding programs, and proposed project schedules.

Staff anticipates requesting Council acceptance of draft Feasibility Reports on October 23, 2018, which will allow the projects to be bid over the winter so construction can begin in the spring of 2019. This schedule will also provide for compliance with all applicable provisions of the City Charter, the City's Special Assessments Policy, and Minnesota Statute Chapter 429.

If any of all of these streets are not reconstructed in 2019, they can instead be added to the next 5-year SROP to allow reconstruction between 2020 and 2024. 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.

Improvement Project #18-02, HY-10 Ramsey Street Reconstructions

City Improvement Project No. 18-02 proposes to reconstruct public street segments within the HY-10 Ramsey development including 146th Avenue, 147th Avenue, and Ferret Street. The length of the street segments proposed to be reconstructed total approximately 1,400 linear feet (0.27 miles). A map showing the scope of the proposed improvements is included as ***Figure 1*** in ***Appendix A*** of the attached Draft Feasibility Report.

These streets were constructed in 1988 with bituminous curb and pavement at 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, in 2015, the west end of 146th Avenue was reconstructed as a cul-de-sac during the Highway 10/Armstrong Interchange project, and in 2012, the east end of 147th Avenue was reconstructed during the reconstruction of the intersection of Armstrong Boulevard/Sunwood Drive/147th Avenue.

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. Stormwater runoff from 147th Avenue is collected in catch basins installed with the 2012 Sunwood Drive re-alignment project, and is directed under Armstrong Boulevard via storm sewer to existing regional ponds east of Armstrong Boulevard.

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. Pavement section thicknesses were determined using data collected by Braun Intertec in 2017 via Ground Penetrating Radar (GPR), as well as from field observations and record plan documents. Copies of Braun Intertec's GPR results are included in ***Appendix C*** of the attached draft Feasibility Report. The pavement section was built on sandy subgrade material generally considered suitable for pavement support.

City staff annually evaluates and rates the condition of pavement sections on all City streets 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, indicating these streets require complete reconstruction. City staff patch these streets at least once per year, particularly before winter so the streets can be plowed without further damaging the pavement. Pictures of the streets are located in***Appendix A*** of the attached Draft Feasibility Report.

On July 11, 2017, the City Council adopted Resolution #17-07-170 ordering preparation of a Feasibility Report for the reconstruction of streets in 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. Following completion of the Interchange, the pavement was re-evaluated and Staff determined the pavement was no longer viable for overlay improvements and instead required reconstruction. This project is now included in the current 10-year CIP as a reconstruction project.

When the City Council ordered the Feasibility Report, Staff was directed to review the existing streets in HY-10 Ramsey 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 Bunker Lake Industrial Park. Minutes from the July 11, 2017 City Council meeting are attached for reference.

Staff explored numerous alternative street alignments and/or extensions. In May of 2018, the Development Review Committee (DRC), which consists 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. Also, replace all existing bituminous curb on 146th Avenue and Ferret Street. Lastly, since 147th Avenue will likely not be modified during redevelopment, the existing watermain should be extended to the west end of 147th Avenue, and concrete curb and gutter should be constructed along both sides of 147th Avenue to Ferret Street. Due to the uncertainty of future development/redevelopment scenarios, Staff determined there are too many unknowns to justify the expense of realigning or extending streets at this time.

The Feasibility Report proposes to reconstruct the existing bituminous pavement section using the Full Depth Reclamation (FDR) process which involves reclaiming (grinding and mixing) the existing bituminous pavement with an inch or more of existing aggregate base material. A portion of this reclaimed material is proposed to be spread and compacted on top of the reshaped and compacted existing subgrade/aggregate base. Three and one-half inches of bituminous pavement is then proposed to be installed on top of a minimum of 6 inches of aggregate base (existing aggregate base/reclaim material). This pavement section would generally match the existing pavement section on these streets, and would meet the City of Ramsey's minimum standard pavement design.

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. Staff also believes there is a potential for this development to redevelop within the next 10 to 20 years, resulting in the potential realignment of streets.

Attached is a figure showing the properties currently for sale in HY-10 Ramsey (to the best of Staff's knowledge) which indicates the potential for redevelopment may exist in the not too distant future. However, at this time Staff is proposing to reconstruct the streets in the same locations as they exist today using similar pavement sections as the existing sections, which should provide a design life of at least 30 years.

On September 13, 2018, Staff held a public information meeting for the purpose of explaining the proposed improvements, estimated costs, and funding program, including the use of special assessments. Meeting notices were mailed to all owners of benefiting properties, which include any property having access onto a street segment that is proposed to be improved. None of the benefiting property owners attended the meeting, or called in advance to discuss the project. However, since the meeting Staff has been contacted by two of the property owners, and both stated they would be opposed to reconstructing the streets at this time.

The engineer's opinion of probable costs for the proposed improvements, including streets, drainage, and public utilities, is $287,646.65. 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 of the attached Draft 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. Water Utility Funds are proposed to pay for all public water utility improvements.

Nine (9) parcels have been identified as receiving special benefit from the improvements and are proposed to be assessed a total of $61,496.39. Four of the parcels have permanent structures and the other five are undeveloped. These parcels are identified in the preliminary Assessment Map and Roll in Appendix C of the attached draft Feasibility Report. As previously noted, several of these parcels are currently listed for sale.

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 properties. If the report concludes the benefit to any of the properties is less than the proposed preliminary assessment rate, Staff may then propose to lower the assessment rate accordingly for 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 preliminarily approved rates.

Improvement Project #19-01, Ford Brook Estates Street Reconstructions

Attached are Figures showing the general location of the Ford Brook Estates development in the northeast corner of the City, as well as the overall scope of the proposed improvements.

The City of Ramsey's current 10-year Capital Improvement Plan (CIP) covers calendar years 2018 to 2027. The plan identifies all public streets proposed to be reconstructed or to receive overlays in 2019 as part of the City's long-term Street Maintenance Program. Page 220 from the CIP is attached which shows the streets in Ford Brook Estates are proposed to be reconstructed in 2019.

The streets proposed for reconstruction in 2019 within the Ford Brook Estates residential development include about 864 linear feet (0.16 miles) of streets including:

- 180th Lane – Krypton Street to Saint Francis Boulevard/TH 47
- Krypton Street – South of 180th Lane

Attached is a street summary sheet including year of original construction, historical maintenance operations, PASER rating(s), and existing pavement section data based on the Ground Penetrating Radar analysis completed by Braun Intertec in 2017. In general, these streets are 37 years old and have reached the end of their useful life requiring complete reconstruction.

The subgrade soils in this area of the City are known to include areas of clay, which may require subgrade corrections. Staff therefore ordered soil borings while developing the Feasibility Report. The results of the borings were only recently submitted so Staff was still evaluating the project impacts at the time this case was prepared. More information will be presented to the Committee during the meeting.

Preliminary project costs were previously estimated at $240,000. Based on the results of the soil borings analysis, this estimate could change. Staff will address this in more detail at the meeting.

Staff proposes to fund the proposed improvements using a combination of special assessments to benefiting properties, street reconstruction bond funds, and stormwater utility funds.

Improvement Project #19-02, Brookview Estates Street Reconstructions

Attached are Figures showing the general location of the Brookview Estates development in the northeast corner of the City, as well as the overall scope of the proposed improvements.

The City of Ramsey's current 10-year Capital Improvement Plan (CIP) covers calendar years 2018 to 2027. The plan identifies all public streets proposed to be reconstructed or to receive overlays in 2019 as part of the City's long-term Street Maintenance Program. Page 223 from the CIP is attached which shows the streets in Brookview Estates were proposed to receive overlays in 2019.

In the spring of 2018 Staff re-evaluated the pavement condition of these streets and found the pavement has degraded past the point where an overlay should be applied, and that a total reconstruct is now required. Staff therefore recommends that these streets be reconstructed in 2019 to allow bonds to be used to pay for the improvements per the City's 2015 - 2019 Street Reconstruction and Overlay Program (SROP).

The streets proposed for reconstruction in 2019 within the Brookview Estates residential development include about 2662 linear feet (0.50 miles) of streets including:

- 173rd Avenue – Germanium Street to east CDS
- Germanium Street – 170th Lane to north CDS

Attached is a street summary sheet including year of original construction, historical maintenance operations, PASER rating(s), and existing pavement section data based on the Ground Penetrating Radar analysis completed by Braun Intertec in 2017. In general, these streets are 39 years old and have reached the end of their useful life requiring complete reconstruction.

The subgrade soils in this area of the City are known to include areas of clay, which may require subgrade corrections. Staff therefore ordered soil borings while developing the Feasibility Report. The results of the borings were only recently submitted so Staff was still evaluating the project impacts at the time this case was prepared. More information will be presented to the Committee during the meeting.

Preliminary project costs were previously estimated at $407,000. Based on the results of the soil borings analysis, this estimate may change. Staff will address this in more detail at the meeting.

Staff proposes to fund the proposed improvements using a combination of special assessments to benefiting properties, street reconstruction bond funds, and stormwater utility funds.

Improvement Project #19-03, Wood Pond Hills & Chestnut Ridge Street Reconstructions

Attached are Figures showing the general location of the Wood Pond Hills & Chestnut Ridge developments, as well as the overall scope of the proposed improvements.

The City of Ramsey's current 10-year Capital Improvement Plan (CIP) covers calendar years 2018 to 2027. The plan identifies all public streets proposed to be reconstructed or to receive overlays in 2019 as part of the City's

long-term Street Maintenance Program. Page 223 from the CIP is attached which shows the streets in Wood Pond Hills & Chestnut Ridge were proposed to receive overlays in 2019.

In the spring of 2018 Staff re-evaluated the pavement condition of these streets and found the pavement has degraded past the point where an overlay should be applied, and that a total reconstruct is now required. Staff therefore recommends that these streets be reconstructed in 2019 to allow bonds to be used to pay for the improvements per the City's 2015 - 2019 Street Reconstruction and Overlay Program (SROP).

The streets proposed for reconstruction in 2019 within the Wood Pond Hills & Chestnut Ridge residential development include about 3,310 linear feet (0.63 miles) of streets including:

- Krypton Street – Sunwood Drive to West plat line
- Krypton Street – East plat line to West CDS
- 146th Avenue – Nowthen Blvd/CSAH 5 to West plat line
- 146th Avenue – East plat line to Junkite Street
- Helium Street – Sunwood Drive to 146th Avenue

Attached is a street summary sheet including year of original construction, historical maintenance operations, PASER rating(s), and existing pavement section data based on the Ground Penetrating Radar analysis completed by Braun Intertec in 2017. In general, these streets are 24 - 26 years old and have reached the end of their useful life requiring complete reconstruction.

Staff ordered soil borings while completing the Feasibility Report. The results of the borings were only recently submitted so Staff was still evaluating the project impacts at the time this case was prepared. More information will be presented to the Committee during the meeting.

Preliminary project costs were previously estimated to be $315,000. Based on the results of the soil borings analysis, this estimate may change. Staff will address this in more detail at the meeting.

Staff proposes to fund the proposed improvements using a combination of special assessments to benefiting properties, street reconstruction bond funds, and stormwater utility funds.

Timeframe:

Staff anticipates 20 minutes will be required to present this case and address questions.

Observations/Alternatives:

Staff proposes to conduct public information meetings with benefiting property owners for Improvement Project #'s 19-01, 19-02, and 19-03 sometime between October 23rd, the date Staff proposes to request Council approval to order Public Hearings, and November 13th, the date the Public Hearings are proposed to be conducted. All applicable input received at these public information meetings would be presented to Council during the Public Hearings for each project on November 13th.

Funding Source:

Costs and funding sources are addressed in the background section of this case.

Recommendation:

N/A

Action:

N/A

Attachments

2015-2019 SROP
IP 18-02 Draft Feas Report
CIP Pg 220
CIP Pg 223
IP 18-02 Lots for Sale
IP 19-01 Location Map
IP 19-01 Scope Map
IP 19-01 Street Summary
IP 19-02 Location Map
IP 19-02 Scope Map
IP 19-02 Street Summary
IP 19-03 Location Map
IP 19-03 Scope Map
IP 19-03 Street Summary

Form Review

Inbox	Reviewed By	Date
Grant Riemer	Grant Riemer	10/11/2018 03:47 PM
Kurt Ulrich	Kurt Ulrich	10/11/2018 04:13 PM
Form Started By: Bruce Westby		Started On: 10/11/2018 06:57 AM
Final Approval Date: 10/11/2018		

2015 through 2019

Five-Year Street Reconstruction Overlay Plan for the

City of Ramsey, Minnesota

March 10, 2015

Prepared by:

Ehlers & Associates, Inc.
3060 Centre Pointe Drive
Roseville, MN 55113

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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

HY-10 RAMSEY
STREET RECONSTRUCTIONS

CITY IMPROVEMENT PROJECT NO. 18-02

DRAFT

August 20, 2018

Prepared By:

City of Ramsey
Engineering Department
7550 Sunwood Drive NW
Ramsey, MN 55303
763-433-9839
763-433-9848 (Fax)

August 20, 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

DRAFT

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: August 20, 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: August 20, 2018 License No. 21112

DRAFT

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

Ground Penetrating Radar Summary

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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.

Staff has not yet discussed the proposed improvements with local property owners. However, staff is proposing to schedule a public information meeting on September 13, 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 present the public input to Council during the public hearing.

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Proposed improvements include reconstructing 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 two of 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 existing subgrade and/or aggregate base. Three and one-half inches of bituminous pavement would be installed on top of a minimum of 6 inches of aggregate base composed of existing aggregate base and FDR reclaim material. This pavement section would meet the City of Ramsey's standard pavement design. Though the design strength of this pavement design is less than a typical industrial park pavement design, it should provide a useful life of at least 30 years based on the life achieved by the existing pavement section. Staff also believes this development will re-develop within the next 10 to 20 years, and that new streets will be required as a result of re-development.

This proposed project was brought to the Development Review Committee on May 22, 2018 for Staff comment on design alternatives based on potential future development of the HY-10 Ramsey subdivision. Based on the uncertainty of future development, staff felt it would be most cost effective to bring the bituminous pavement up to usable standards, extend utilities and concrete curb and gutter along 147th Avenue only, and not to connect the streets to adjacent developments at this time.

The engineer's opinion of probable costs including streets, drainage, and public water utilities is $ 290,000. 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 are 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.

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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.***

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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.

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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.

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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.

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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.

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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.

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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 $245,985.56. 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.

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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**

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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

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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. Remove existing bituminous curb. 147th Avenue will receive B618 concrete curb and gutter. 146th Avenue and Ferret Street will receive new bituminous curb. The existing bituminous curb would likely not hold up to the full-depth reclamation process.
2. Reconstruct existing bituminous pavement using full-depth reclamation process, meeting the City's standard pavement section. Staff proposes 1½-inches new bituminous wear course, 2-inches new bituminous base course, and 6-inches aggregate base class 5 or (reclaim).
3. Extend watermain and storm sewer west along 147th Avenue for future development.
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 September 13, 2018 to inform property owners of the proposed improvements and to gather their input prior to completing plans and specifications and requesting Council approval to advertise for bids as outlined in the project schedule.
6. Staff recommends assessing special benefitting properties for these improvements per the area method. If assessments are adopted by council action, 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. Adopt Resolution #18-XXX accepting this Feasibility Report and ordering a Public Hearing for October 9, 2018.

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APPENDIX A

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

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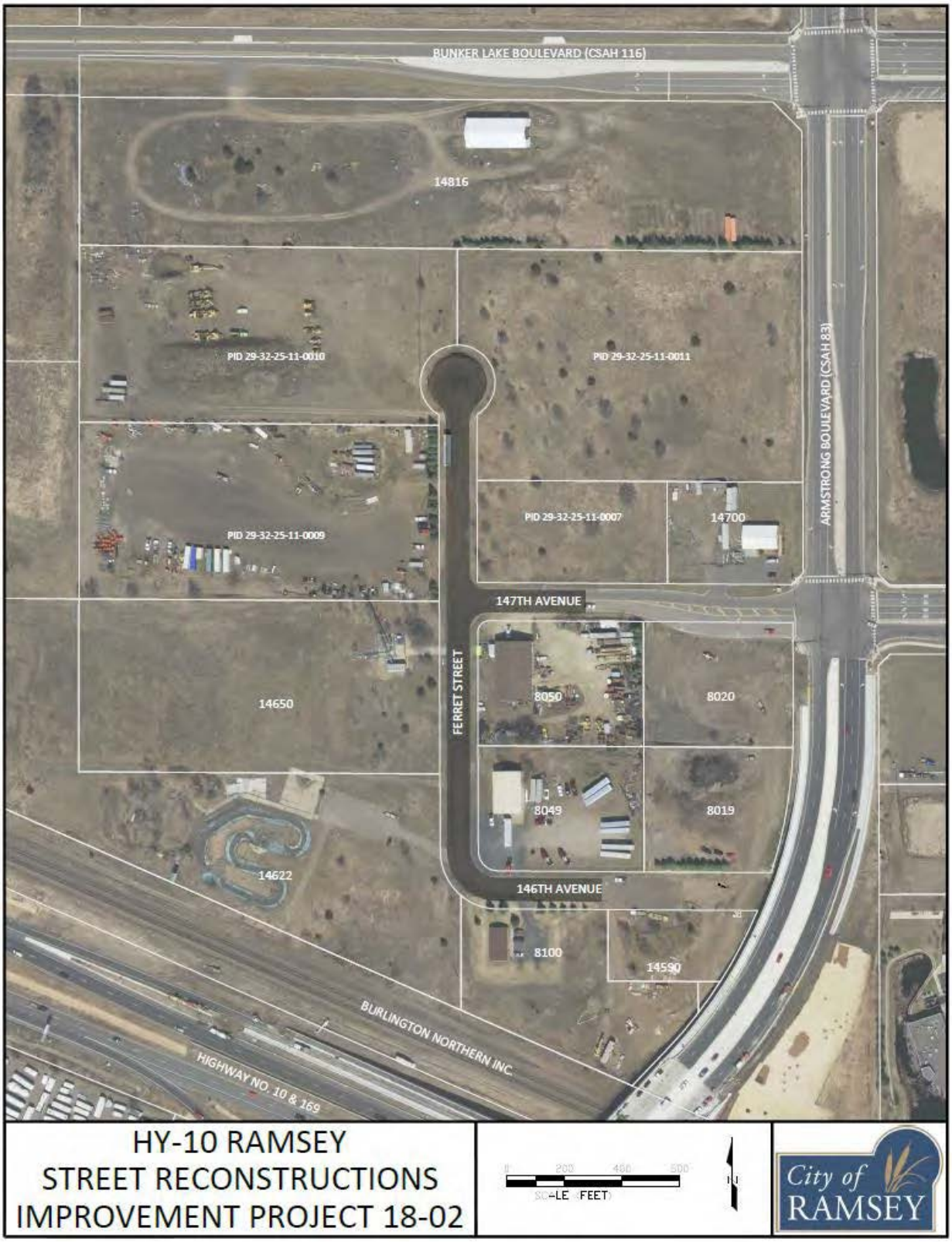


FIGURE 1
PROJECT SCOPE

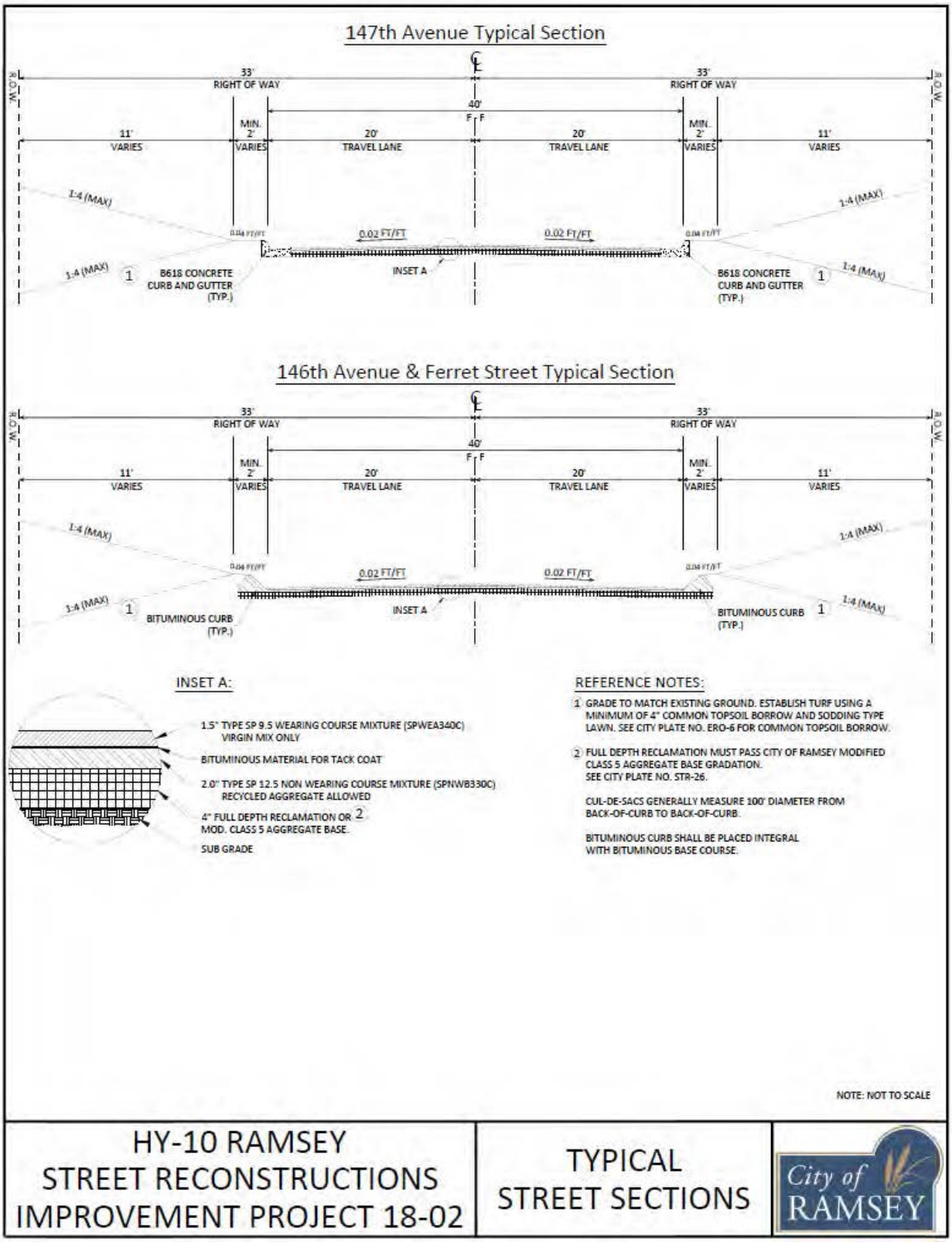


FIGURE 2
TYPICAL SECTIONS – PROPOSED IMPROVEMENTS

PROJECT SITE PICTURES

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1: 146th Avenue from Ferret Street

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2: Ferret Street from 146th Avenue

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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

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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**

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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
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.

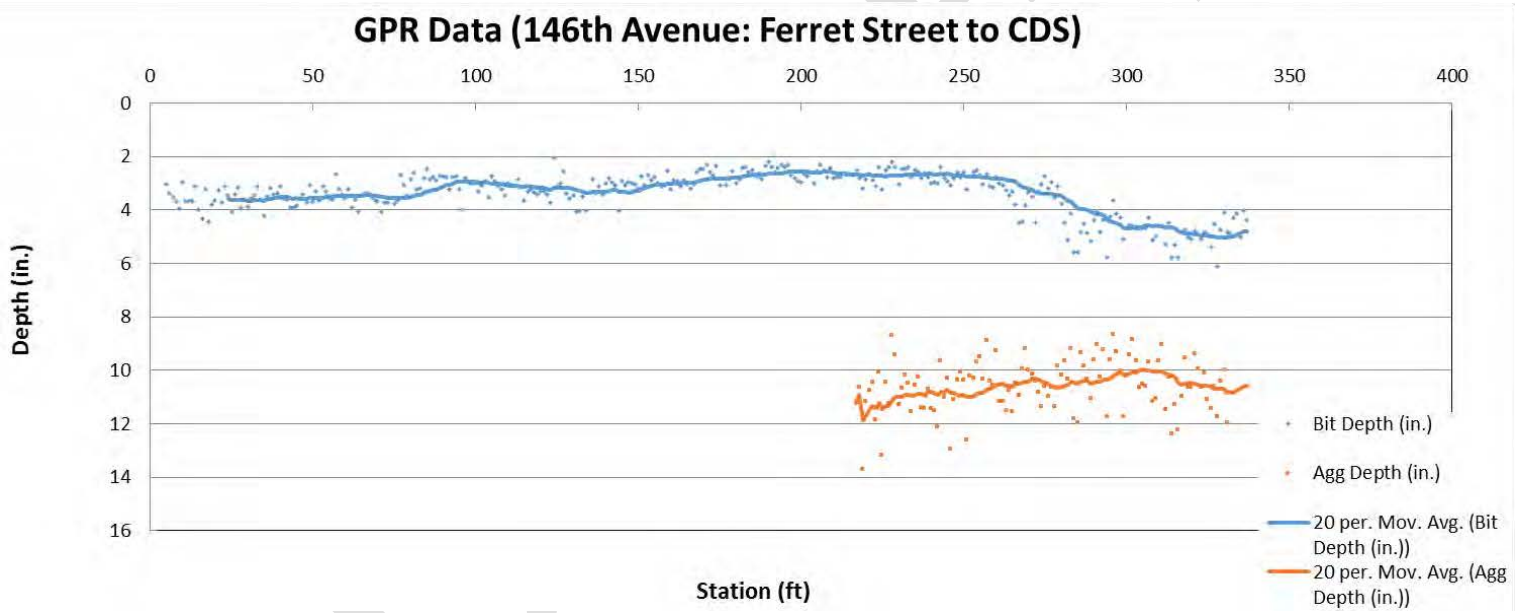
DRAFT

APPENDIX C

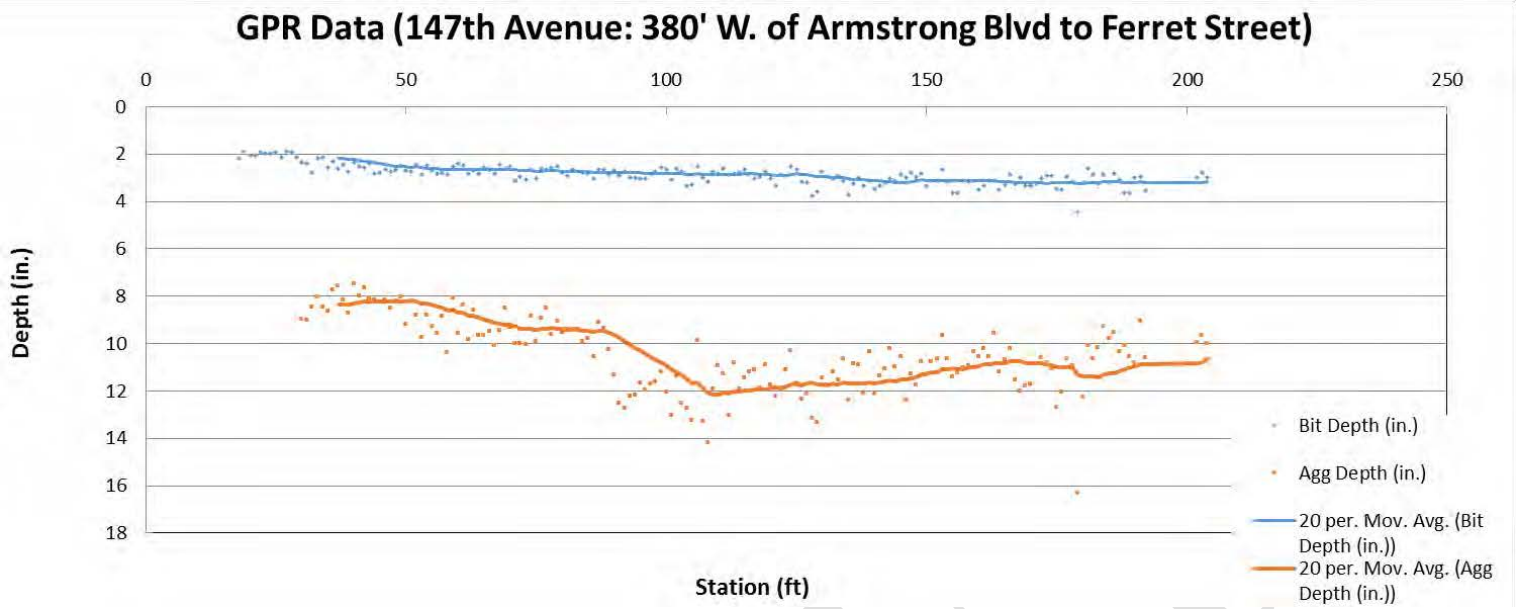
Ground Penetrating Radar (GPR) Results

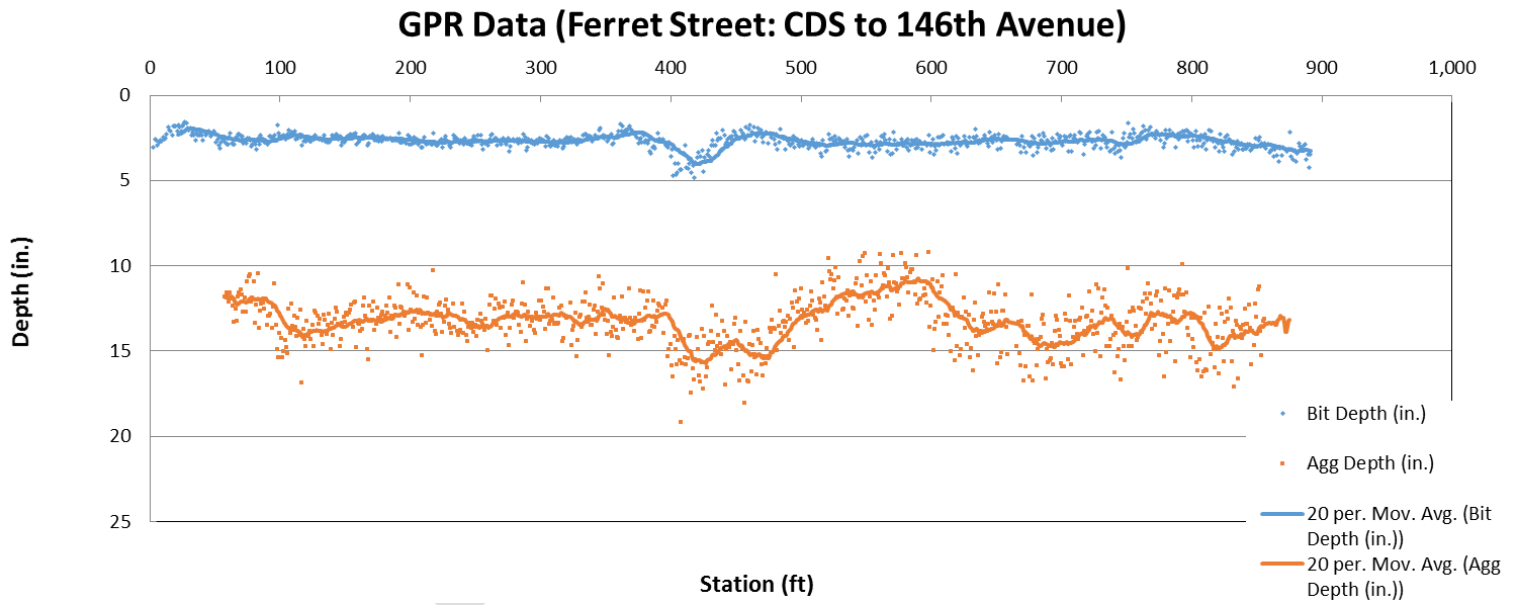
DRAFT

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.*



DRAFT


GPR Data (147th Avenue: 380' W. of Armstrong Blvd to Ferret Street)
0
50
100
150
200
250
0
2
4
6
8
10
12
14
16
18
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)
0
100
200
300
400
500
600
700
800
900
1,000
0
5
10
15
20
25
Depth (in.)
Station (ft)
Bit Depth (in.)
Agg Depth (in.)
20 per. Mov. Avg. (Bit Depth (in.))
20 per. Mov. Avg. (Agg Depth (in.))

Project #	15-STR-006
Project Name	Reconstruction of Streets-Ford Brook Estates/Hy 10

Department	Street Improvements
Contact	
Type	Improvement
Useful Life	60 Years
Category	Street Improvement
Priority	1-Existing Obligation (High)
Status	Active

Total Cost $1,740,400

Description

Reconstruction of streets in Ford Brook Estates. & Hy 10 Ramsey, West of Highway 47/St. Francis Blvd.

Total Project Cost = $1,740,400
Street Improvements: $1,566,360
Storm Water Improvements: $174,040

20 lots for possible assessment

Justification

These streets are in poor condition and require reconstruction. The pavement has deteriorated beyond the point where an overlay could be applied. This project will install concrete curb and gutter and storm sewer.

Look at Possibility of Using MSA or PIR funds for portion of costs instead of bonding

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Improvements Other than Building Cost		1,740,400									1,740,400
Total		1,740,400									1,740,400

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Special Assessment - Bonded		391,590									391,590
Storm Water Utility Fund		174,040									174,040
GO Bonding (Road Funding)		1,174,770									1,174,770
Total		1,740,400									1,740,400

Project #	15-STR-012
Project Name	2019 Overlay Projects

Department	Street Improvements
Contact	
Type	Improvement
Useful Life	20 Years
Category	Street Improvement
Priority	1-Existing Obligation (High)
Status	Active

Total Cost $612,200

Description

Each paved street within the City is scheduled to receive preventative maintenance on a regularly scheduled basis, including reconstruction at the end of its useful life.

2019 Projects: Brookview Estates, Meadow View, Flintwood Hills, Wood Pond Hills, Chestnut Ridge

There is a total of $2.2M designated to maintain streets annually.

Overlays will be assessed at 25% of cost

Justification

Regular scheduled maintenance safeguards the considerable investment the City has in its pavements by cost effectively maximizing pavement life and minimizing emergency repairs.

Overlaying streets provides additional pavement life. These streets were selected based on Paser rating and time since last pavement maintenance treatment.

Look at Possibility of Using MSA or PIR funds for portion of costs instead of bonding.

Revisit Program for 2020-2025

Expenditures	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Improvements Other than Building Cost		612,200									612,200
Total		612,200									612,200

Funding Sources	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Total
Special Assessment - Bonded		153,050									153,050
GO Bonding (Road Funding)		459,150									459,150
Total		612,200									612,200



LEGEND

PRIVATE PROPERTY FOR SALE

CITY PROPERTY FOR SALE

CITY PROPERTY

UPDATED 8/21/18 http://cityoframsey.com/173/Site-Selection-Available-Sites

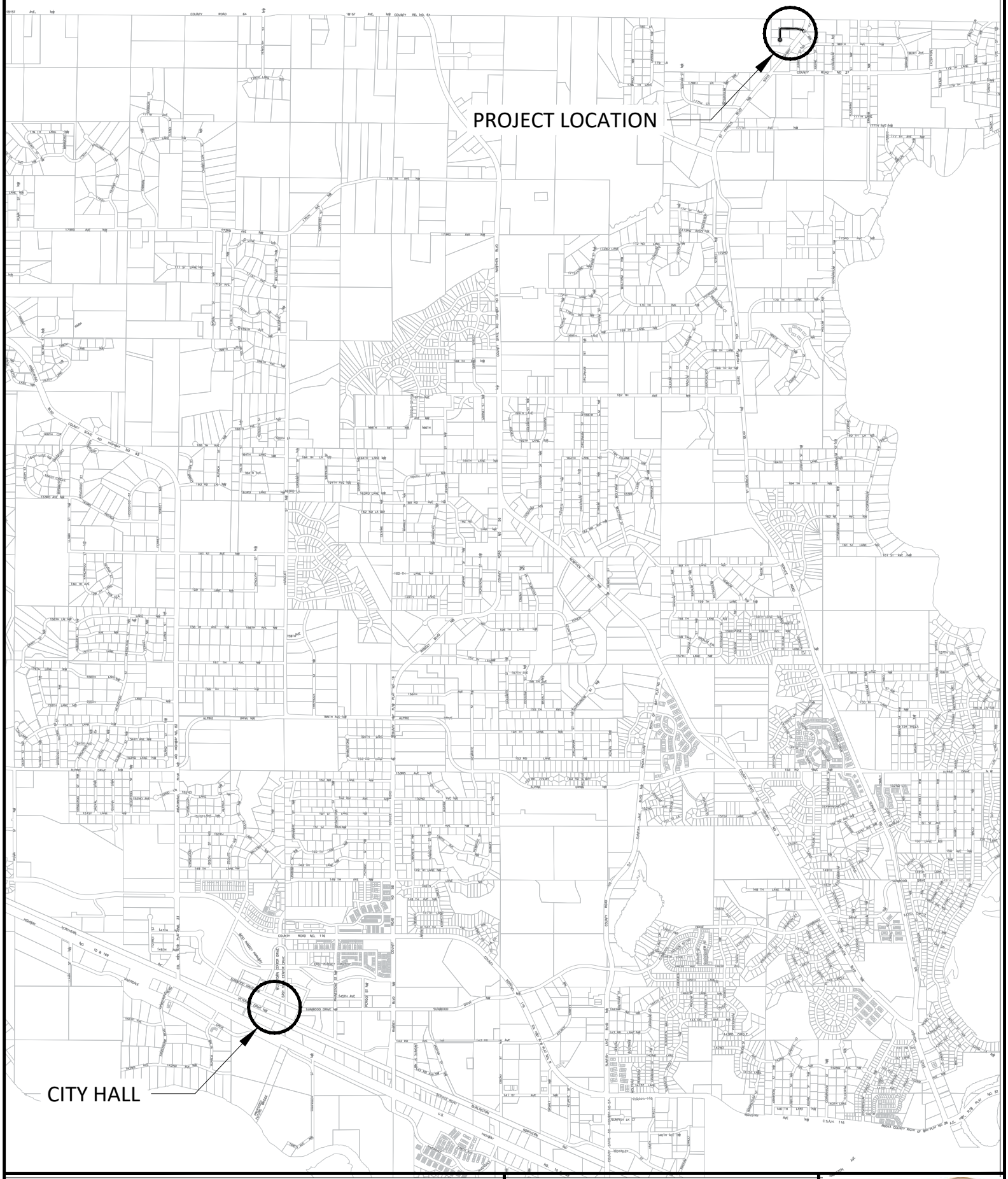
HY-10 RAMSEY PROPERTIES FOR SALE

0 300 600 900

SCALE (FEET)

N

City of RAMSEY



FORD BROOK ESTATES
PROJECT LOCATION

0 3000 6000 9000

SCALE (FEET)

N

City of RAMSEY



FORD BROOK ESTATES
PROJECT SCOPE

0 150 300 450
SCALE (FEET)

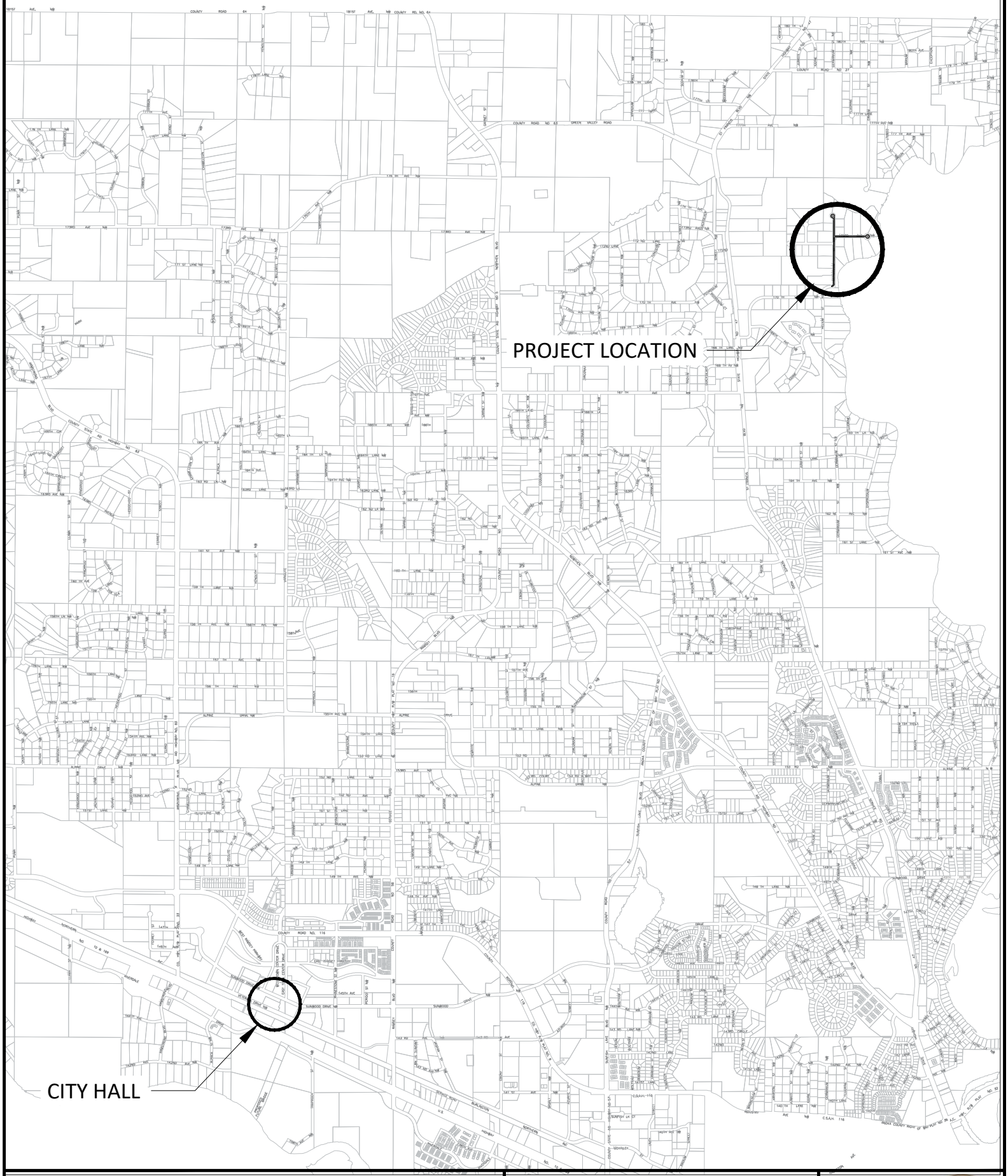
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City of RAMSEY

19-01 FORD BROOK ESTATES

STREET SEGMENT SUMMARIES AND GROUND PENETRATING RADAR (GPR) RESULTS

STREET SEGMENT SUMMARY											GPR Results							
											Pavement			Aggregate			Section	
Street	Segment Description	Length	Width	Curb	2017 Rating	Year Bulit	Maintenance 1	Maintenance 2	Maintenance 3	Maintenance 4	Min	Max	Average	Min	Max	Average	Min	Location
180th Lane	TH 47 / Krypton St	556	24	n/a	4	1981	SC 1 - 1987	OL - 1997	SC 2 - 2002	SC 3 - 2012	2.7	6.4	4.2	2.4	6.8	4.1	6.1	111 feet west of TH 47.
Krypton Street	180th Ln / CDS	308	24	n/a	4	1981	SC 1 - 1987	OL - 1997	SC 2 - 2002	SC 3 - 2012	1.2	8.0*	4.9*	*	*	*	1.2*	197 feet south of 180th Lane.
* GPR was unable to determine between the aggregate base and subbase material for this section of road.																		
										Project Summary	*1.2*	*6.4*	*4.2*	*2.4*	*6.8*	*4.1*	*6.1*	*111 feet west of TH 47.*



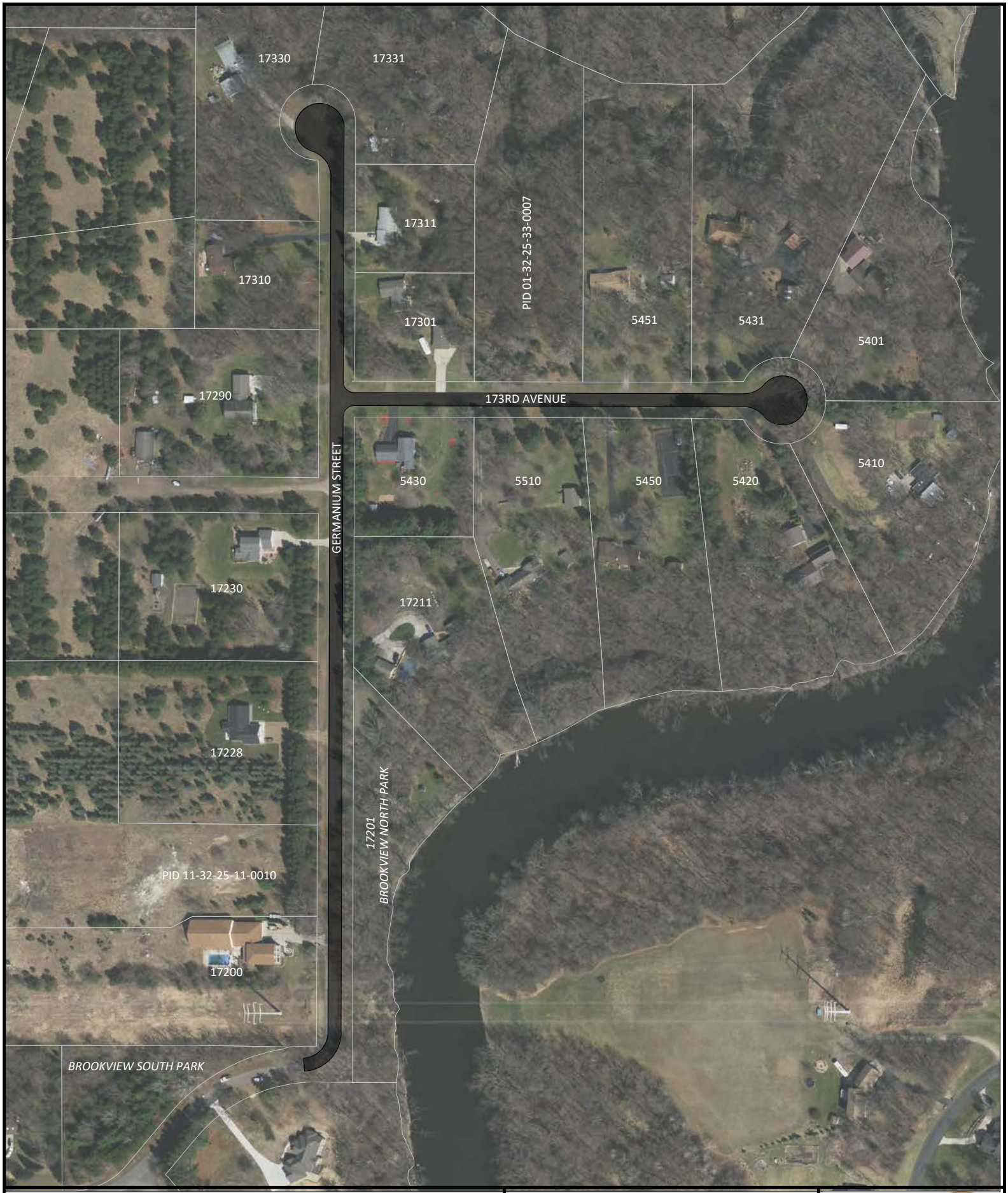
BROOKVIEW ESTATES
PROJECT LOCATION

0 3000 6000 9000

SCALE (FEET)

N

City of RAMSEY



BROOKVIEW ESTATES PROJECT SCOPE

0 225 450 675

SCALE (FEET)

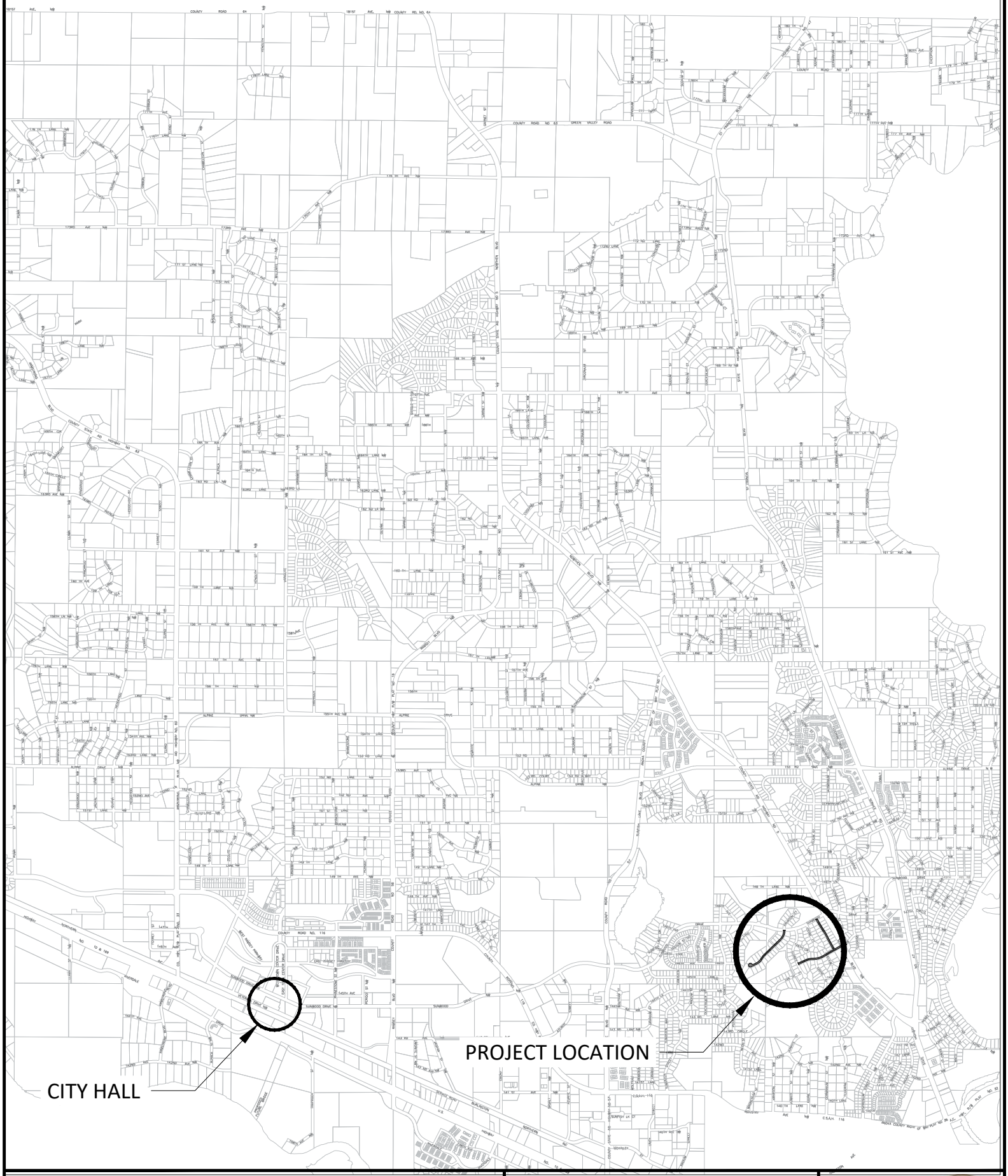
N

City of RAMSEY

19-02 BROOKVIEW ESTATES

STREET SEGMENT SUMMARIES AND GROUND PENETRATING RADAR (GPR) RESULTS

STREET SEGMENT SUMMARY											GPR Results							
											Pavement			Aggregate			Section	
Street	Segment Description	Length	Width	Curb	2017 Rating	Year Bulit	Maintenance 1	Maintenance 2	Maintenance 3	Maintenance 4	Min	Max	Average	Min	Max	Average	Min	Location
173rd Avenue	Germanium St / CDS	853	24	n/a	4	1979	OL - 1993	SC 1 - 2001			*							
Germanium Street	170th Ln / CDS	1809	24	n/a	4	1979	OL - 1993	SC 1 - 2001			2.0	6.0	3.6	0.8	5.0	2.7	3.7	310 feet north of 173rd Avenue.
* GPR data was not obtained for this street section.																		
										Project Summary	*2.0*	*6.0*	*3.6*	*0.8*	*5.0*	*2.7*	*3.7*	*310 feet north of 173rd Avenue.*



WOOD POND HILLS & CHESTNUT RIDGE PROJECT LOCATION

0 3000 6000 9000

SCALE (FEET)

N

City of RAMSEY



WOOD POND HILLS & CHESTNUT RIDGE PROJECT SCOPE

0 300 600 900

SCALE (FEET)

N

City of RAMSEY

19-03 WOOD POND HILLS & CHESTNUT RIDGE

STREET SEGMENT SUMMARIES AND GROUND PENETRATING RADAR (GPR) RESULTS

STREET SEGMENT SUMMARY											GPR Results							
											Pavement			Aggregate			Section	
Street	Segment Description	Length	Width	Curb	2017 Rating	Year Bulit	Maintenance 1	Maintenance 2	Maintenance 3	Maintenance 4	Min	Max	Average	Min	Max	Average	Min	Location
Krypton Street	Sunwood Dr / W EOP	705	31	conc.	3	1992	SC 1 - 1998	SC 2 - 2005			1.6	5.0	2.5	3.8	8.4	5.6	6.03	1121 feet south of Sunwood Drive.
Krypton Street	E EOP / CDS	592	31	conc.	5	1994	SC 1 - 1998	SC 2 - 2005										
146th Avenue	CR 5 / W EOP	355	31	conc.	4	1992	SC 1 - 1998	SC 2 - 2005			*							
146th Avenue	E EOP / Junkite Street	803	31	conc.	4	1993	SC 1 - 1998	SC 2 - 2005										
Helium Street	Sunwood Dr / 146th Ave	855	31	conc.	4	1992	SC 1 - 1998	SC 2 - 2005			1.7	4.2	2.5	1.3	4.4	2.6	3.63	403 feet south of
* GPR Data not available																		
										Project Summary	*1.6*	*5.0*	*2.5*	*1.3*	*8.4*	*4.1*	*3.63*	*403 feet south of Sunwood Drive.*

Public Works Committee **6. 2.**

Meeting Date: 10/16/2018

By: Bruce Westby, Engineering/Public Works

Title:

Staff Updates on Improvement Projects and Items of Interest

Purpose/Background:

The purpose of this case is to update the Public Works Committee on current and proposed improvement projects within the City, and on other items of interest to the Committee.

City Improvement Projects

- **Riverdale Drive Extension - Traprock St. to Ramsey Blvd. (#16-20)**
  - Construction complete
  - Only punch list items remain
  - Final payment in 2019
- **River's Bend Street Reconstructions (#17-02)**
  - Construction complete
  - Only punch list items remain
  - Final payment in 2019
- **Puma Street Utilities Extensions (#17-10)**
  - Construction complete
  - Only punch list items remain
  - Final payment in 2019
- **Stanhope Terrace Street Reconstructions (#18-00)**
  - Construction complete
  - Only punch list items remain
  - Final payment in 2019
- **2018 Street Overlay Improvements (#18-03)**
  - Construction complete
  - Only punch list items remain
  - Final payment 2019
- **2018 Crackseal and Sealcoat Improvements (#18-04)**
  - Construction complete
  - Only punch list items remain
  - Final payment 2018
- **Bunker Lake Boulevard and Puma Street Improvements (#18-05)**
  - Construction began August 15th
  - Substantially complete
  - Final completion 2019
- **The COR Regional Infiltration Basin (#18-09)**
  - Plans & Specifications nearing completion
  - Excess fill to be placed in The COR
  - Working to acquire property for west end pond/road extension
  - LRRWMO Board approved permit extension to September 30, 2019
  - Construction proposed for spring/summer 2019

Anoka County Improvement Projects

- **Foley Boulevard/CSAH 11 Grade Separation @ BNSF Railway Crossing**
  - Project is currently unfunded

MnDOT Improvement Projects

- **Ferry Street / Trunk Highway 47 Grade Separation @ BNSF Railway Crossing (2017)**
  - Preliminary design on hold
  - Exploring realignment of Highway 47 to remove S-curve at fair grounds
  - Ramsey Staff will continue tracking this project
  - MnDOT considering combining with other Highway 10 improvements

Items of Interest

- **Ground Penetrating Radar vs. Pavement Cores**
  - Staff is following up on the Committee's direction to pursue the use of GPR vs. pavement cores to verify constructed pavement sections and will report back on the cost difference at the next meeting. Work will occur in 2019.
- **Quicksilver Street Speed Concerns**
  - Staff continues to follow up on the Committee's direction to monitor speeds on Quicksilver Street between 167th Avenue and Elmcrest Park, and to contact ARAA to request that parents slow down on Quicksilver and other Park entrance roads and will report on back on results. Additional updates to follow.

Timeframe:

Staff estimates 5 minutes will be needed for updates and discussion.

Observations/Alternatives:

N/A

Funding Source:

N/A

Recommendation:

N/A

Action:

No formal action required. For Committee review and discussion purposes only.

Attachments

No file(s) attached.

Form Review

Inbox	Reviewed By	Date
Grant Riemer	Grant Riemer	10/11/2018 12:09 PM
Kurt Ulrich	Kurt Ulrich	10/11/2018 04:14 PM
Form Started By: Bruce Westby		Started On: 10/11/2018 07:03 AM
Final Approval Date: 10/11/2018		

Public Works Committee **6. 3.**

Meeting Date: 10/16/2018

By: Bruce Westby, Engineering/Public Works

Title:

Review Future Topics Calendar

Purpose/Background:

Attached is a calendar of future topics for review and discussion by the Public Works Committee. The list includes topics drawn from Committee requests received during meetings and/or topics previously discussed by the Committee that are not yet resolved. All dates shown are estimated based on availability of information, staff workload, and competing objectives and are therefore subject to change.

Timeframe:

Staff estimates 5 minutes will be necessary to review the future topics calendar and address questions.

Observations/Alternatives:

N/A

Funding Source:

N/A

Recommendation:

N/A

Action:

No formal action required. For Committee review and discussion purposes only.

Attachments

PWC Calendar Oct2018

Form Review

Inbox	Reviewed By	Date
Grant Riemer	Grant Riemer	10/11/2018 12:09 PM
Kurt Ulrich	Kurt Ulrich	10/11/2018 04:15 PM
Form Started By: Bruce Westby		Started On: 10/11/2018 07:04 AM
Final Approval Date: 10/11/2018		

Public Works Committee Future Topics Calendar *

Date	Topics for Discussion – Committee Action
November 2018	Sunfish Lake Sedimentation Basin Improvements *(Westby)*
November 2018	Gibbon Street Basement Flooding Funding Options *(Westby)*
April 2019	Well Siting Study - Well #9 *(Westby)*
Future/TBD	Sunwood Drive Roundabout Landscaping *(Riemer)*
Future/TBD	County Ditch Maintenance / Buffer Law *(Westby)*
Date	**Topics for Discussion – Regulatory**
Future/TBD	Sunfish Lake Boulevard Speed Zone Study Results *(Westby)*
November 2018	Wellhead Protection Plan Update *(Westby)*
Date	**Topics for Discussion – Policy**
Future/TBD	Landscaped Median Maintenance Policy *(Riemer)*
January 2019	Draft Trail Maintenance Policy *(Westby)*
February 2019	Draft Stormwater Pond Maintenance Policy *(Westby)*
Date	**Topics for Discussion – Planning and Budget**
March 2019	Municipal State Aid System (MSAS) Revisions *(Westby)*
February 2019	Review 1996 and 2007 (unadopted) TH 47 Corridor Studies *(Westby)*
Future/TBD	Public Works Facility Review/Update *(Riemer)*
April 2019	Long-Term Water Supply Plan *(Westby)*
Date	**Topics for Discussion – Staff Updates**
April 2019	Water Conservation Opportunities / Incentives *(Westby)*
March 2019	Asset Management Program *(Westby)*

* Dates are estimated and are subject to change based on availability of information, staff workload, and competing objectives.

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

CC Regular Session **6. 1.**

Meeting Date: 11/13/2018

By: Bruce Westby, Engineering/Public Works

Information

Title:

PUBLIC HEARING: Adopt Resolution #18-229 Approving Feasibility Report and Ordering Plans and Specifications for Improvement Project #19-01, Ford Brook Estates Street Reconstructions

Purpose/Background:

Purpose:

The purpose of this case is to conduct a Public Hearing then consider adopting Resolution #18-229 approving the Feasibility Report and ordering plans and specifications for City Improvement Project #19-01, Ford Brook Estates Street Reconstructions.

Background:

City Improvement Project No. 19-01 proposes to reconstruct 180th Lane and Krypton Street in the Ford Brook Estates neighborhood. These streets total approximately 860 linear feet (0.16 miles) in length. ***Figure 1*** in ***Appendix A*** in the attached Feasibility Report shows the scope of the proposed improvements.

Existing Conditions

Krypton Street and 180th Lane were constructed in 1981 as rural sections with bituminous pavement at a width of 24 feet. Both streets are generally centered within a 66-foot wide right-of-way.

The storm sewer system consists of ditches along both sides of the streets 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.

Sanitary sewer and watermain are not present under the streets.

The existing bituminous pavement section ranges from 1.2 to 6.4 inches thick, with a median thickness of 4.3 inches, as determined from Ground Penetrating Radar (GPR) analysis performed by Braun Intertec in 2017, as well as from field observations and record plan documents. The existing aggregate base ranges from 2.4 to 6.8 inches thick, with a median thickness of 4.1 inches. The pavement section was built on silty sand and lean clay subgrade materials generally not considered ideal for pavement support.

Two (2) soil borings were completed by Braun Intertec to assist with the preparation of the Feasibility Report. Pavement design recommendations were offered by Braun Intertec. City Staff considered and incorporated Braun's recommendations to varying degrees while preparing the report.

Copies of Braun Intertec's GPR results and Geotechnical Exploration are attached in ***Appendix C*** in the attached Feasibility Report.

The City 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.

Pictures of the streets are located in ***Appendix A*** in the attached Feasibility Report.

Proposed Improvements

Proposed improvements include removing the existing bituminous pavement and aggregate base along with 2-feet of unsuitable subgrade material. Two-feet of select granular borrow (sand) will then be placed over geotextile fabric, with drain tile added at low points. Four-inches of imported aggregate base will then be placed, followed by 3½-inches of new bituminous pavement. This results in a 7-ton pavement design, which is the City standard for residential streets.

Existing ditches will require minor re-grading due to the proposed soil corrections, but driveway culverts are not anticipated to be affected by this project. Drain tile will be added at the bottom of the subgrade correction areas to drain any trapped water into the ditches. No other storm sewer improvements are proposed with this project.

Estimated Costs

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.

Funding Program

This project is proposed to be funded using a combination of street reconstruction bond proceeds in the amount of $194,880.41, special assessments to benefiting properties in the amount of $31,359.20, and storm sewer funds in the amount of $13,224.96.

A total of 8 benefiting parcels have been identified as eligible for special assessments. Staff recommends assessing 25-percent of eligible project costs equally across the 8 benefiting properties using the "per lot" assessment method as allowed by the City's adopted Special Assessments Policy. 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 benefit to the properties. If the report concludes the benefit to assessed 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.

This improvement project is listed in the City's current 10-year Capital Improvement Plan.

Public Comment

Staff conducted a public information meeting for this project at 6:30 PM on Thursday, November 8, 2018. The purpose of the meeting was to present the proposed improvements, estimated costs, funding program, and preliminary project schedule to benefiting property owners, and to receive public input on the project. Property owners from 3 of the 8 identified benefiting properties attended.

None of the property owners objected to the project and all agreed the pavement was in poor condition and needed to be replaced. Their primary concern was on how access to properties would be maintained during construction, especially during the 2-foot subgrade correction work. Staff informed the property owners that this work should only take a few days to complete, and that Staff proposes to require the contractor to restore the road at the end of each work day to allow full access to driveways overnight, though this would not allow access to driveways during the work day. One way around this could be to limit subgrade correction work to one side of the road at a time, and to fill part of the ditch in on the other side of the road to provide temporary access at all times, but this would likely substantially increase project costs as the entire right-of way would need to be re-graded and restored. Staff will

explore this and other options to provide reasonable access to properties throughout construction while preparing plans and specifications.

The property owners also questioned why the Anoka Hennepin School District asked the City to expand the cul-de-sac diameter to 100-feet, and why the buses can't continue to stop on Highway 47 to pick up and drop off students from their neighborhood when they are currently seeing school buses stopping along Highway 47 every day in numerous other locations nearby. Staff will connect with the Anoka Hennepin School District to address this question as best as possible and to relay the school district's response to the property owners before the Public Hearing. It is important to note that the property owners did not formally object to increasing the size of the cul-de-sac, just that they didn't understand why the school district is making the request at this time. The property owners stated they had asked the school district to pick up and drop off kids in the Krypton Street cul-de-sac many, many years ago when there were far more kids in the neighborhood, but that their request was denied. Now, there are only a few kids in the neighborhood and the cul-de-sac expansion will increase project costs and assessments. They simply want to understand their options at this point.

Notification:

Public Hearing notices were published in the Anoka Union Herald on October 26 and November 2, 2018. Staff also mailed Public Hearing notices to owners of all benefiting properties as required by law.

Observations/Alternatives:

Observations:

If these streets are not reconstructed in 2019, they will 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.

Survey work has begun to allow data to be collected before snow covers the ground.

Alternatives:

Alternative #1 – Motion to adopt Resolution #18-229 approving the Feasibility Report and ordering plans and specifications for Improvement Project #19-01, Ford Brook Estates Street Reconstructions.

Alternative #2 – Motion denying adoption of Resolution #18-229 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 estimate of project costs is $239,464.57. Staff proposes to fund the improvements using a combination of street reconstruction bond proceeds in the amount of $194,880.41, special assessments to benefiting properties in the amount of $31,359.20, and storm sewer funds in the amount of $13,224.96.

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 equates to a preliminary assessment of $3,919.90 per parcel. The City will fund the remaining 75% of eligible project costs, and 100% of all ineligible project costs, which includes subgrade correction costs.

Recommendation:

Staff recommends Alternative #1. This will allow the improvements to be completed in 2019, while providing for the use of special assessments to pay for up to 25-percent of the project costs per the applicable provisions of Chapter 8 of the City Charter, the City's Special Assessments Policy, and Minnesota Statute Chapter 429.

Action:

Motion to adopt Resolution #18-229 approving the Feasibility Report and ordering plans and specifications for Improvement Project #19-01, Ford Brook Estates Street Reconstructions.

Attachments

Resolution 18-229
MN Statute Chapter 429
City Charter Chapter 8
Special Assessments Policy
2015-2019 SROP
Street Segment Summary
Public Hearing Notice IP1901
Feas Report 19 01

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	11/08/2018 03:17 PM
Form Started By: Bruce Westby		Started On: 10/29/2018 05:23 PM
Final Approval Date: 11/08/2018		

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

RESOLUTION #18-229

RESOLUTION APPROVING FEASIBILITY REPORT AND ORDERING PLANS AND SPECIFICATIONS FOR IMPROVEMENT PROJECT #19-01, FORD BROOK ESTATES STREET RECONSTRUCTIONS

WHEREAS, pursuant to Ramsey City Council Resolution #18-175, adopted August 28, 2018, a Feasibility Report was 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, pursuant to Ramsey City Council Resolution #18-219, adopted October 23, 2018, the Feasibility Report was received and accepted, and a Public Hearing was ordered for November 13, 2018 at 7 p.m., where the City Council will consider the proposed improvements for said streets in accordance with the Feasibility Report; and

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

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

WHEREAS, the City Council approved the Feasibility Report and conducted a Public Hearing for the proposed improvements on November 13, 2018.

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

1) Such improvement is necessary, cost-effective and feasible as detailed in the Feasibility Report approved by Council on November 13, 2018.

2) Pursuant to Minnesota Statutes Chapter 429, Chapter 8 of the City Charter, and the City's Special Assessments Policy, benefiting properties shall be assessed up to 25-pecent of the cost of the improvements, which have an estimated total cost of $239,464.57.

3) The City Engineer is hereby designated as the engineer for this improvement, and the engineer is ordered to prepare plans and specifications for the making of such improvements.

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

and the following voted against the same:

and the following abstained:

and the following were absent:

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 13th day of November, 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:

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

19-01 FORD BROOK ESTATES

STREET SEGMENT SUMMARIES AND GROUND PENETRATING RADAR (GPR) RESULTS

STREET SEGMENT SUMMARY											GPR Results							
											Pavement			Aggregate			Section	
Street	Segment Description	Length	Width	Curb	2017 Rating	Year Bulit	Maintenance 1	Maintenance 2	Maintenance 3	Maintenance 4	Min	Max	Average	Min	Max	Average	Min	Location
180th Lane	TH 47 / Krypton St	556	24	n/a	4	1981	SC 1 - 1987	OL - 1997	SC 2 - 2002	SC 3 - 2012	2.7	6.4	4.2	2.4	6.8	4.1	6.1	111 feet west of TH 47.
Krypton Street	180th Ln / CDS	308	24	n/a	4	1981	SC 1 - 1987	OL - 1997	SC 2 - 2002	SC 3 - 2012	1.2	8.0*	4.9*	*	*	*	1.2*	197 feet south of 180th Lane.
* GPR was unable to determine between the aggregate base and subbase material for this section of road.																		
										Project Summary	*1.2*	*6.4*	*4.2*	*2.4*	*6.8*	*4.1*	*6.1*	*111 feet west of TH 47.*

NOTICE OF PUBLIC HEARING
IMPROVEMENT PROJECT #19-01
FORD BROOK ESTATES STREET RECONSTRUCTIONS

CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA

TO WHOM IT MAY CONCERN:

Notice is hereby given that the Ramsey City Council will hold a public hearing at 7:00 pm on Tuesday November 13, 2018 in the Ramsey Municipal Center Council Chambers, 7550 Sunwood Drive NW, Ramsey MN. The purpose of the hearing is to consider Improvement Project #19-01 which proposes grading, subgrade corrections, bituminous pavement paving, drainage, and miscellaneous appurtenant improvements to 180th Lane from Trunk Highway 47 to Krypton Street, and Krypton Street from 180th Lane to its termini cul-de-sac.

Properties abutting the improved street are proposed to be assessed per Minnesota Statutes, Sections 429.011 to 429.111, Chapter 8 of the Ramsey City Charter, and the City's adopted Special Assessments Policy. The total estimated cost of the above described project is $239,464.57. A reasonable estimate of the impact of the assessment, preliminarily proposed at $3,919.90 per benefitting property to be assessed over ten years with interest at two-percent above the bond interest rate, will be available at the hearing.

Written comments are welcome and shall be addressed to the Ramsey City Council, 7550 Sunwood Drive NW, Ramsey, MN 55303. Written comments will be received at the above address until 4:30 pm on November 13, 2018. All interested persons are invited to attend the hearing and comment on the proposed improvement project. Questions on the project and proposed assessments may be directed to City Engineer, Bruce Westby, at 763-433-9825.

The City of Ramsey complies with the Americans With Disabilities Act and upon advance request, information will be provided in an alternative form and interpreters will be available. Any person with such a request should contact Marsha Weidner at 763-433-9839 by 4:30 pm on Tuesday, November 13, 2018. A TDD machine is available at the Ramsey Municipal Center; the number is 763-427-8591.

Bruce Westby, City Engineer

Dates published: October 26 and November 2, 2018

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
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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 (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.

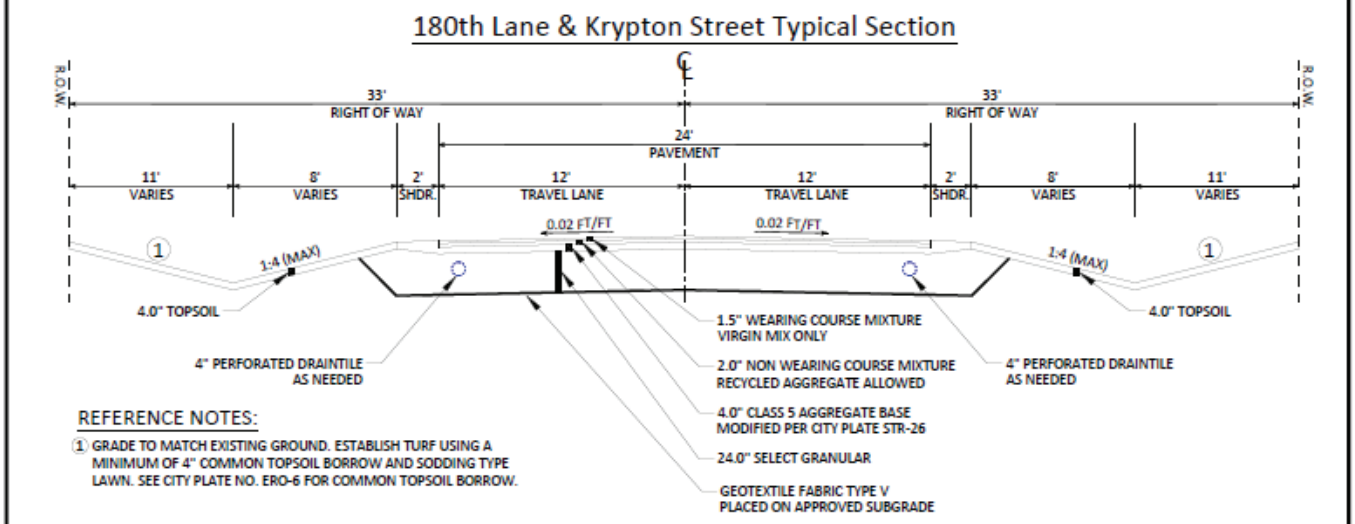
3. Adopt Resolution #18-219 accepting this Feasibility Report and ordering the Public Hearing for November 13, 2018.

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



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

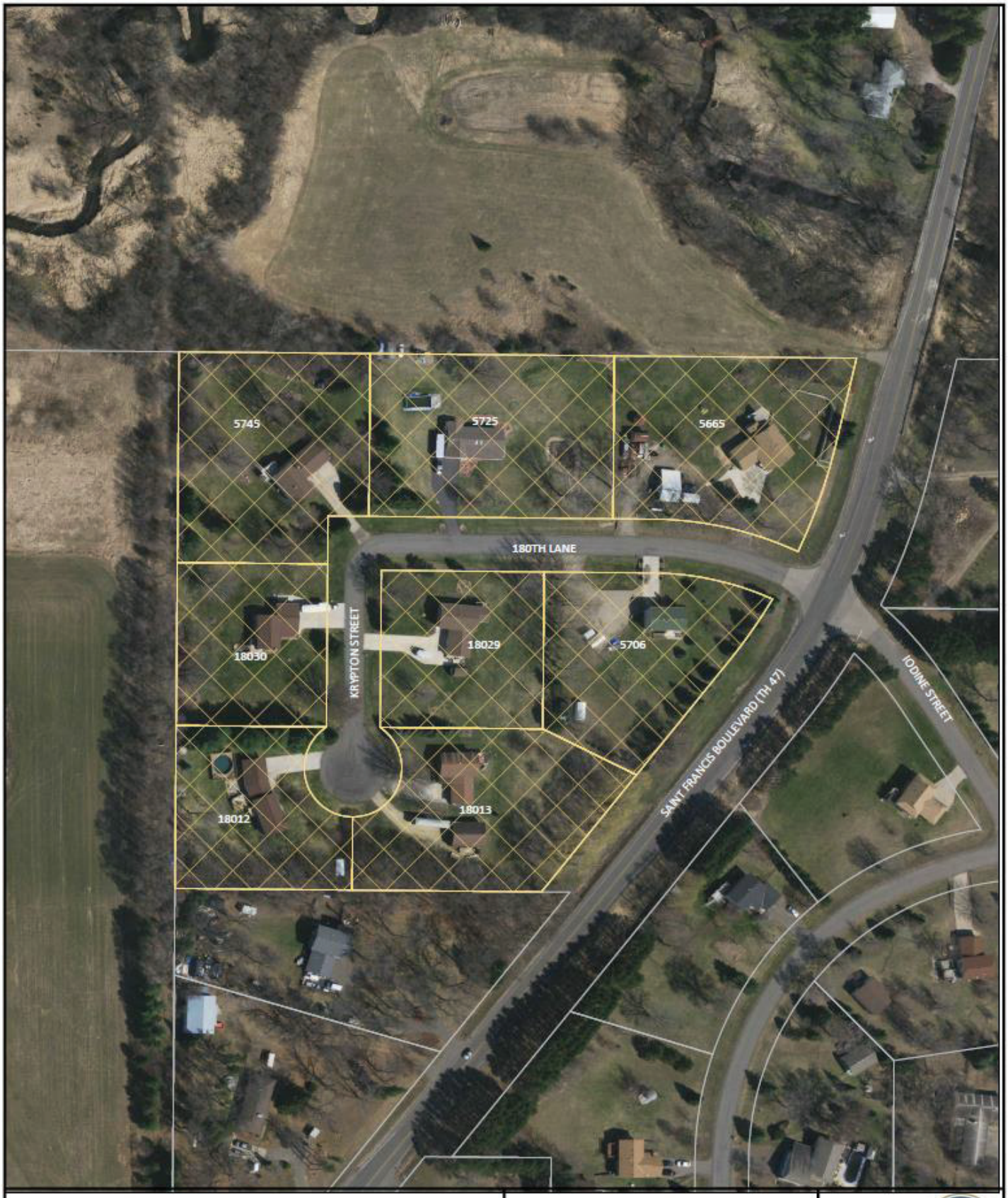


Picture 4: Krypton Street cul-de-sac

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

N

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**

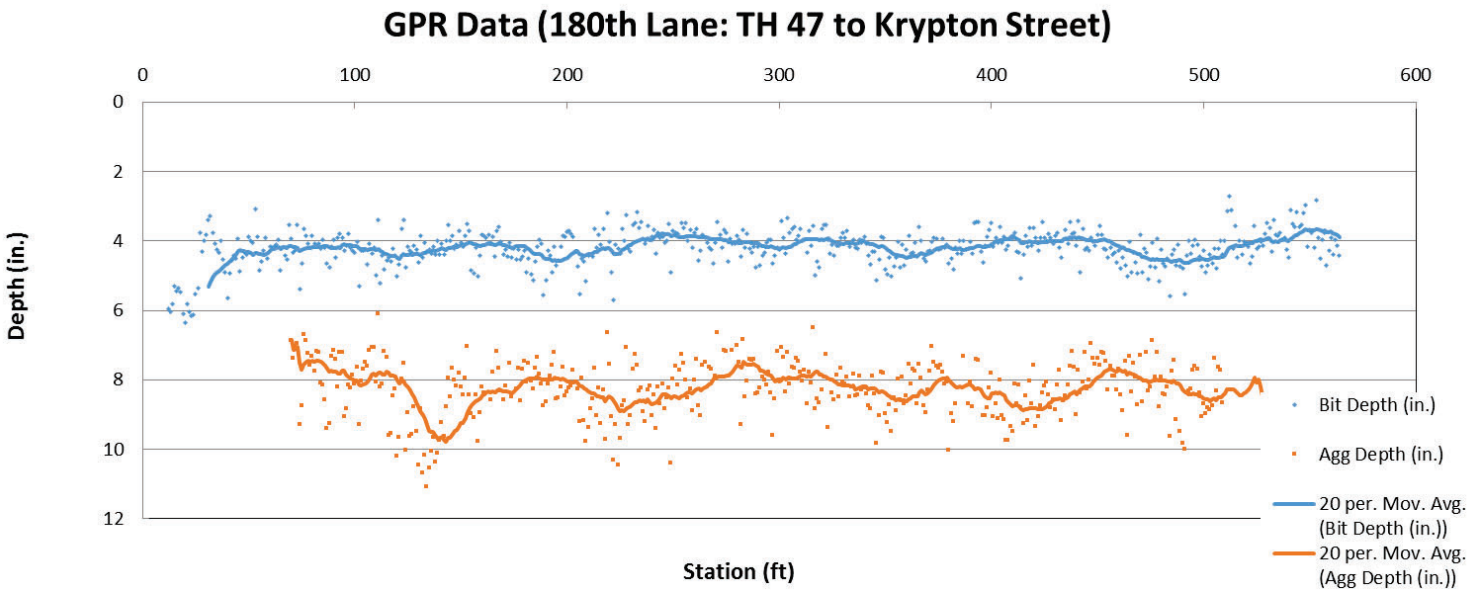
APPENDIX C

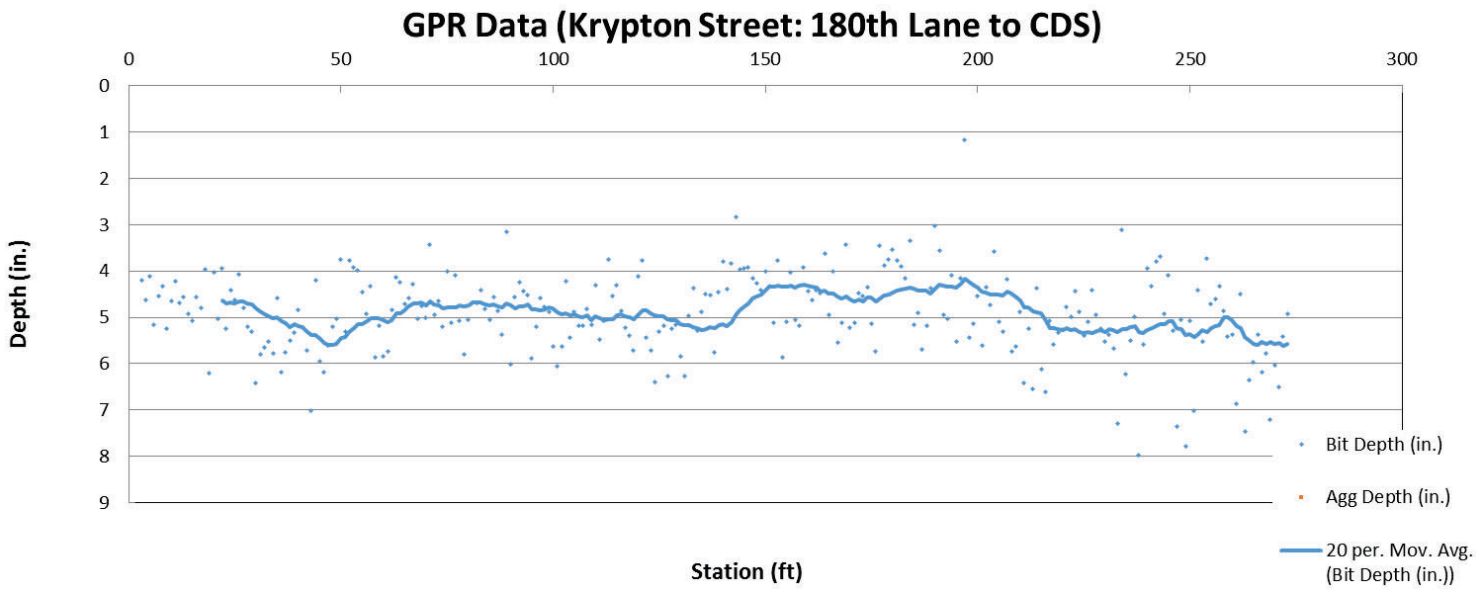
Street Segment Summary
Ground Penetrating Radar (GPR) Results
Geotechnical Exploration and Engineering Review

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.))

Geotechnical Evaluation Report

2018-2019 Reconstruction Projects
Ford Brook Estates Subdivision (Area C)
Ramsey, Minnesota

Prepared for

City of Ramsey

Professional 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.



Neil G. Lund, PE
Senior Engineer
License Number: 46212
April 4, 2018

Project B1705491

Braun Intertec Corporation

BRAUN INTERTEC
The Science You Build On.

BRAUN INTERTEC
The Science You Build On.

Braun Intertec Corporation
11001 Hampshire Avenue S
Minneapolis, MN 55438

Phone: 952.995.2000
Fax: 952.995.2020
Web: braunintertec.com

April 4, 2018

Project B1705491

Bruce Westby, PE
City of Ramsey
7550 Sunwood Drive NW
Ramsey, MN 55303

Re: Geotechnical Evaluation
2018-2019 Reconstruction Projects
Ford Brook Estates Subdivision (Area C)
Ramsey, Minnesota

Dear Mr. Westby:

We are pleased to present this Geotechnical Evaluation Report for the 2018-2019 Reconstruction Projects (Area C) in Ramsey, Minnesota. Our results and recommendations in light of the geotechnical issues influencing design and construction are presented in the attached report, which we request you read in its entirety.

Remarks

Thank you for making Braun Intertec Corporation your geotechnical consultant for this project. If you have questions about this report, or if there are other services that we can provide in support of our work to date, please call Neil Lund at 952.995.2284.

Sincerely,

BRAUN INTERTEC CORPORATION

Neil G. Lund, PE
Senior Engineer

Colette Brandenburg for:
Matthew S. Oman, PE
Principal – Principal Engineer

AA/EOE

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Appendix

Boring Location Sketch
Log of Boring Sheets ST-C1 to ST-C15
Descriptive Terminology of Soil

A. Introduction

A.1. Project Description

This Geotechnical Evaluation Report addresses the proposed 2018-2019 Reconstruction Projects in Ramsey, Minnesota. The projects will be in three subdivisions as summarized in Table 1. The project described in this report is for the Ford Brook Estates subdivision (Area C); the other reports are provided under separate cover.

Table 1. Project Area Details

Subdivision	Approximate Street Length (feet)	Borings
The North Forty (Area A)	2,939	ST-A1 to ST-A5
Stanhope Terrace (Area B)	2,763	ST-B1 to ST-B5
Ford Brook Estates (Area C)	**7,369**	**ST-C1 to ST-C15**

The proposed projects will include pavement reconstruction and storm sewer improvements.

A.2. Purpose

The purpose of this geotechnical evaluation was to characterize subsurface geologic conditions at selected exploration locations and provide geotechnical recommendations for the design and construction of the Ramsey 2018-2019 Reconstruction Projects.

A.3. Background Information and Reference Documents

To facilitate our evaluation, we were provided with or reviewed the following information or documents:

- A base map of the project area provided by the City of Ramsey.
- *Geologic Atlas of Anoka County* available from the Minnesota Geological Survey.

A.4. Project Area Conditions

Based on our referenced documents and past experience, the native soils underlying the project area include sandy alluvium.

The Ford Brook Estate subdivision is zoned residential.

The current streets are surfaced with bituminous pavement with rural cross-sections. The topography of each project area is slightly rolling.

A.5. Scope of Services

Our scope of services for this project was originally submitted as a quote to Mr. Bruce Westby of the City of Ramsey, for which we received authorization to proceed on June 8, 2017. Tasks performed in accordance with our authorized scope of services included:

- Staking and clearing exploration locations of underground utilities.
- Performing 25 penetration test borings and extending them to a nominal 10 feet below the current pavement surface. Fifteen borings were performed for Area C.
- Performing laboratory moisture content tests and mechanical analyses (#200 sieve only) on selected penetration test samples.
- Preparing this report containing a CAD sketch, exploration logs, a summary of the geologic materials encountered, results of laboratory tests, and recommendations for subgrade preparation, pavement thickness design, and utility placement.

Exploration locations and surface elevations at the exploration locations were determined using GPS technology that utilizes the Minnesota Department of Transportation's (MnDOT's) permanent GPS Virtual Reference Network (VRN).

Our scope of services was performed under the terms of our July 18, 2016 General Conditions.

B. Results

B.1. Exploration Logs

B.1.a. Log of Boring Sheets

Log of Boring sheets for our penetration test borings are included in the Appendix. The logs identify and describe the geologic materials that were penetrated, and present the results of penetration resistance tests, laboratory tests performed on penetration test samples retrieved from them, and groundwater measurements.

Strata boundaries were inferred from changes in the penetration test samples and the auger cuttings. Because sampling was not performed continuously, the strata boundary depths are only approximate. The boundary depths likely vary away from the boring locations, and the boundaries themselves may also occur as gradual rather than abrupt transitions.

B.1.b. Geologic Origins

Geologic origins assigned to the materials shown on the logs and referenced within this report were based on: (1) a review of the background information and reference documents cited above, (2) visual classification of the various geologic material samples retrieved during the course of our subsurface exploration, (3) penetration resistance testing performed for the project, (4) laboratory test results and (5) available common knowledge of the geologic processes and environments that have impacted the site and surrounding area in the past.

B.2. Geologic Profile

B.2.a. Pavement Materials

The borings first encountered an average bituminous pavement thickness of 3.9 inches as shown in Table 2. The aggregate base averaged 4.9 inches.

Table 2. Pavement Thickness Summary

Boring	Subdivision	Street	Pavement Thickness (inches)		Notes
			Bituminous	Aggregate Base	
ST-C1	Ford Brook Estates	Junkite St	4	5	
ST-C2		180th Ave	5	5	
ST-C3		180th Ave	3	5	
ST-C4		180th Ave	3	4	
ST-C5		180th Ave	4	4	
ST-C6		180th Ave	6	4	3 inches of bituminous and 4 inches of aggregate base underlay the surface section
ST-C7		Iodine St	3	5	
ST-C8		Germanium St	3	4	
ST-C9		Flourine St	3	5	
ST-C10		Erkium St	5	---	Aggregate base not noted
ST-C11		Erkium St	3	6	
ST-C12		180th Ln	3	6	
ST-C13		Iodine St	4	5	
ST-C14		180th Ln	5	5	
ST-C15		Krypton St	4	5	
AREA C AVERAGE			**3.9**	**4.9**	

B.2.b. Geologic Materials

Table 3 provides a summary of the soil boring results, in the general order we encountered the strata. Please refer to the Log of Boring sheets in the Appendix for additional details. The Descriptive Terminology of Soil sheet in the Appendix includes definitions of abbreviations used in Table 3.

Table 3. Subsurface Profile Summary*

Strata	Soil Type - ASTM Classification	Range of Penetration Resistances	Commentary and Details
Pavement section	N/A	N/A	▪ See Table 1.
Fill	SP-SM, SP, SC, CL	6 to 28 blows per foot (BPF)	▪ Overwhelmingly SP-SM or SP. ▪ General penetration resistance of about 10 BPF. ▪ Moisture condition moist to wet. ▪ Thicknesses at boring locations varied from 1 to 6 feet. ▪ Limited clayey layers (ST-C5, ST-C14).
Alluvium	SP, SP-SM, CL, SC	3 to 28 BPF	▪ General penetration resistances of less than 10 BPF in sands (loose), or 3 to 7 BPF in clays (soft to medium). ▪ Sands typically brown to light brown, fine-grained and moist. ▪ Clays generally present near observed water; usually gray in color, with limited sandy soil content. Present in ST-C3, ST-C5, ST-C14, ST-C15. ▪ Moisture condition variable above the apparent water table, though generally moist. ▪ Water table penetrated in a limited number of borings (see Table 3).
Swamp deposits	SM, CH	1 to 7 BPF	▪ Present in two locations: ST-C6 and ST-C11. ▪ SM layer was black, 4 to 5 feet thick and included organic fines and trace wood pieces (ST-C6). ▪ Underlain by gray, fat clay to boring termination depth in ST-C11.

*Abbreviations defined in the attached Descriptive Terminology of Soil sheet.

For simplicity in this report, we define fill to mean existing, uncontrolled, or undocumented fill.

B.2.c. Groundwater

Groundwater was observed during our drilling operations as shown in Table 4.

Table 4. Groundwater Observation Summary

Boring	Surface Elevation (ft)*	Observed Groundwater Depth (ft)	Corresponding Groundwater Elevation (ft)
ST-C3	882	7	875
ST-C4	883	9	874
ST-C10	889	8 1/2	880 1/2

*Rounded to nearest 1/2-foot.

The groundwater elevation was approximately between 874 and 880 1/2 feet. Seasonal and annual fluctuations of groundwater should be anticipated.

B.3. Laboratory Test Results

Laboratory test results, including moisture content, organic content, and mechanical analysis (#200 sieve only) tests, are summarized in Table 5. The moisture contents of the sandy fill and native soils were around 3 to 15 percent, indicating the materials ranged from below to above their optimum moisture contents for compaction. The higher moisture contents of noted clayey soils, ranging from 15 to 37 percent, are likely near or above their optimum moisture contents for compaction.

Table 5. Laboratory Testing Results

Borehole	Soil Classification	Depth	%<#200 Sieve	Water Content (%)	Organic Content (%)
ST-C1	SP-SM	5	6	4	---
ST-C3	SP-SM	5	---	18	---
ST-C7	SP	7 1/2	---	8	---
ST-C10	SP-SM	5	12	10	---
ST-C11	SM	5	---	15	2
ST-C13	SP-SM	2 1/2	---	9	---
ST-C14	CL	2 1/2	---	15	2
ST-C14	CL	5	98	37	--

C. Basis for Recommendations

C.1. Design Details

C.1.a. Traffic Loads

Traffic counts for the streets were not available. Based on the residential zoning in the project areas, we anticipate they will experience approximately 50,000 equivalent single axle loads (ESALs) over a 20-year service life.

C.1.b. Anticipated Grade Changes

Based on the nature of construction, we anticipate grade changes will be minimal.

C.1.c. Utility Depths

Design utility depths were not available. We also assume storm sewer improvements will be less than 10 feet below grade.

C.1.d. Precautions Regarding Changed Information

We have attempted to describe our understanding of the proposed construction to the extent it was reported to us by others. Depending on the extent of available information, assumptions may have been made based on our experience with similar projects. If we have not correctly recorded or interpreted the project details, we should be notified. New or changed information could require additional evaluation, analyses and/or recommendations.

C.2. Design and Construction Considerations

C.2.a. Reuse of Pavement Materials

Our borings encountered a bituminous layer averaging nearly 4 inches thick, and an aggregate base that was almost 5 inches thick. The pavement was underlain with sandy fill material in nearly all of the soil borings.

In our opinion, full-depth reclamation (FDR) can be utilized in order to obtain materials for aggregate base on the projects, assuming the material can be stockpiled or processed on site, or hauled to an off-site location to be sorted and reused. A proper reclamation depth will likely vary be between 6 and 8 inches. It may be possible to increase this thickness locally depending on the conditions encountered and nature of the subbase materials.

We recommend thorough quality control practices, including frequent sieve analyses of the reclaimed material, if the product will be reused directly on site as aggregate base or as a stabilizing material with minimal processing.

C.2.b. Pavement Subgrades

The pavement subgrades will consist almost exclusively of sandy materials, though areas of clayey sand or lean and fat clay were also present.

We anticipate the subgrade soils present beneath the streets will generally be suitable for pavement support in their current condition or with minor rework such as surface compaction. The exception is the swamp-deposited soils, which should be removed from excavations for pavements and in utility trenches. The shallow clayey sand or lean clay fill, present in ST-C5, ST-C14 and ST-C15, may be wet or become wet upon exposure. These soils in particular may require additional work, such as drying or moisture conditioning, before they can be properly compacted.

C.2.c. Utility Support and Impact of Groundwater

The reuse of the utility trench backfill soils will have potential impacts on the pavement subgrades. If the backfill is not properly compacted, there is the potential for subgrade instability and settlement (and premature deterioration) of the driving surface. We anticipate the trench soils will consist mostly of granular soils (poorly graded sand and poorly graded sand with silt). In some cases, poor or unsuitable soils will be encountered that should be removed or will need additional effort to properly compact.

Depending on the conditions at the time of excavation, drying of the clayey and silty soils may be necessary to achieve the levels of compaction recommended for utility support. Clayey and particularly silt-rich trench soils that are exposed to moisture will be more susceptible to strength loss and may also become unstable, which will require moisture conditioning or removal and replacement with suitable soils. Fat clay and organic soils (ST-C6, ST-C11) should not be used as utility support or backfill material.

Groundwater was present in a limited number of borings (see Table 4), which may affect the placement of storm sewer. A coarse stabilizing aggregate could help with utility placement in wet or saturated conditions in these soils.

D. Recommendations

D.1. Pavements

D.1.a. Subgrade Preparation and Proofrolls

For preparation of any exposed subgrades prior to placement of new pavement sections or reclaimed aggregate (see below), we recommend proofrolling the subgrade soils with a loaded tandem-axle truck. This will assist in identifying any soft or weak areas that will require additional soil correction work. Areas that yield or rut more than 1 to 2 inches due to wheel traffic, depending on conditions, should be corrected. Failed areas should be compacted, or if too wet, we recommend that the upper 1 to 2 feet of the resulting subgrade be scarified, dried to a proper moisture content (see Table 6), and compacted to a 100 percent of its standard Proctor maximum dry density (ASTM D 698).

If there are areas that still cannot be compacted, we recommend subexcavating the unstable materials to a minimum depth of 1 to 2 feet, depending on the outcome of the proofroll and the replacement material. The soils should be replaced with suitable, properly compacted materials such as select granular material, aggregate base, or larger diameter crushed aggregate ("3-inch minus").

D.1.b. Backfill and Material Compaction

We recommend compacting soils used as backfill for subcuts or material replacement to a minimum of 100 percent of standard Proctor density within 3 feet of the top of the subgrade. For fills more than 3 feet below final subgrades, 95 percent compaction is sufficient. The moisture content of the fill and backfill should be as shown in the table below depending on the classification of the backfill soils.

Table 6. Compaction Recommendations Summary

Reference	Relative Compaction, percent (ASTM D 698 – Standard Proctor)	Moisture Content Variance from Optimum, percentage Points
Below pavements, within 3 feet of subgrade elevations	100	-3/+3 (sandy soils) -2/+1 (clayey soils)
Below pavements, more than 3 feet below subgrade elevations Below utilities	95	-3/+3 (sandy soils) -2/+3 (clayey soils)

D.1.c. Design Sections

Laboratory tests to determine an R-value for pavement design were not included in the scope of this project. Given the most common soils in the top 5 feet of pavement sections, which include poorly graded sand with silt and poorly graded sand, we recommend using an R-value of 50 for pavement thickness design. Note that some shallow clayey soils, such as in Boring ST-C11, may need to be removed to achieve this value and make the pavement section in Table 7 appropriate.

Table 7 shows our recommendations for materials for the pavement section. The thicknesses are typical of those used by the City of Ramsey.

Table 7. City of Ramsey Bituminous Pavement Thickness Design

Layer	Thickness (inches)	MnDOT Specification/Designation
Bituminous Wear	1 1/2 (1 lift)	SPWEA240C
Bituminous Non-wear	2 (1 lift)	SPNWB230C*
Aggregate Base (Class 5 or 6) or Reclaim	4	3138 3135

*For small quantities, SPWEA240C can be used for the entire thickness.

The above pavement design is based upon a 20-year performance life. This is the amount of time before major reconstruction is anticipated. This performance life assumes maintenance such as seal coating and crack sealing is routinely performed. The actual pavement life will vary depending on variations in weather, traffic conditions and maintenance.

D.1.d. Materials and Compaction

We recommend specifying pavement materials as recommended in Table 6.

We recommend compacting the aggregate base or reclaim materials to meet the requirements of MnDOT specification 2211.3.D.2.c. (Penetration Index Method). We recommend compacting bituminous pavements to at least 92 percent of the maximum theoretical Rice density per the Maximum Density Method (specification 2360.3.D.1), with bituminous materials and placement practices meeting the requirements of MnDOT Specification 2360.

D.2. Utilities

D.2.a. Subgrades and Trench Backfill

The native and fill soils encountered at likely utility elevations generally appear suitable for pipe and utility structure support and we anticipate that utilities can be installed per manufacturer bedding requirements. However, we encountered some wet, clayey or silty soils in some borings; these soils may have limited stability and not be suitable for backfill or support of utilities if wet. We recommend providing a contingency for further subcutting and soil replacement of utility backfill soils in such soils.

In addition, the swamp-deposited clays and silty sands (ST-C6, ST-C11) are not considered suitable backfill materials under any circumstances. These soils should be removed and replaced with suitable grading materials where encountered during excavation. At pipe elevations, we recommend a minimum subcut and replacement with crushed-faced rock that is free of material 1 inch in diameter or smaller.

A geotechnical engineer should observe all utility trench excavations and subcuts.

D.2.b. Excavation Side Slopes

The project area soils appear to meet OSHA Type C requirements in most cases. We recommend constructing excavation side slopes to lie back at a horizontal to vertical slope of 1 1/2 to 1 or flatter. In significant depths of organic soils these side slopes may need to be made flatter, or supplemental support may be necessary.

All excavations must comply with the requirements of OSHA 29 CFR, Part 1926, Subpart P, “Excavations and Trenches.” This document states that excavation safety is the responsibility of the contractor. Reference to these OSHA requirements should be included in the project specifications.

Trenches deeper than 20 feet must be designed by a professional engineer.

D.2.c. Selection, Placement and Compaction of Backfill

We recommend compacting backfill placed above and below utilities as shown in Table 6.

To achieve compaction over wet or waterbearing subgrades, we recommend the use of sands or gravel with MnDOT aggregate backfill material (Specification 3149.2E).

D.2.d. Excavation Dewatering

We recommend removing groundwater from the utility excavations if encountered, and removing any water that seeps into excavations from sidewalls or the adjacent sitework. Sumps and pumps will generally be suitable for short-term, small-scale water removal under the soil conditions likely to be encountered for this project. Alternative approaches should be considered for long-term or large-scale groundwater removal, particularly in sands such as those encountered on the project, which can become unstable during dewatering with pumps from within excavations.

D.2.e. Corrosion Potential

If founded in sandy soils, corrosion protection should not be required for ductile iron pipe. Type I cement may also be specified for concrete utilities.

Some clayey soils were present at likely utility depths, which are considered at least moderately corrosive to ductile iron pipe. We recommend corrosion protection or the use of corrosion-resistant pipe material if utilities will be bedded within such soils, particular if in close proximity to static groundwater. Soils with organic content should not be allowed as pipe support or as backfill around pipes.

D.3. Construction Quality Control

D.3.a. Excavation Observations

We recommend having a geotechnical engineer observe all excavations related to subgrade preparation, utility placement and pavement construction. The purpose of the observations is to evaluate the competence of the geologic materials exposed in the excavations and the adequacy of required excavation oversizing.

D.3.b. Materials Testing

We recommend density tests be taken in excavation backfill and additional required fill placed below pavements and utilities. This includes DCP tests for aggregate base or reclaim and imported granular materials.

We recommend Gyratory tests on bituminous mixes to evaluate strength and air voids and density tests to evaluate compaction.

D.3.c. Pavement Subgrade Proofroll

We recommend that proofrolling of the pavement subgrades be observed by a geotechnical engineer to determine if the results of the procedure meet project specifications and to delineate the extent of additional pavement subgrade preparation work that may be necessary.

D.3.d. Cold Weather Precautions

If site grading and construction is anticipated during cold weather, all snow and ice should be removed from cut and fill areas prior to additional grading. No fill should be placed on frozen subgrades. No frozen soils should be used as fill.

Concrete delivered to the site should meet the temperature requirements of ASTM C 94. Concrete should not be placed on frozen subgrades. Concrete should be protected from freezing until the necessary strength is attained.

E. Procedures

E.1. Penetration Test Borings

The penetration test borings were drilled with a truck-mounted core and auger drill equipped with hollow-stem auger. The borings were performed in accordance with ASTM D 1586. Penetration test samples were taken at 2 1/2 foot intervals.

E.2. Material Classification and Testing

E.2.a. Visual and Manual Classification

The geologic materials encountered were visually and manually classified in accordance with ASTM Standard Practice D 2488. A chart explaining the classification system is attached. Samples were placed in jars or bags and returned to our facility for review and storage.

E.2.b. Laboratory Testing

The results of the laboratory tests performed on geologic material samples are noted on the appropriate attached exploration logs. The tests were performed in accordance with ASTM or AASHTO procedures.

E.3. Groundwater Measurements

The drillers checked for groundwater as the penetration test borings were advanced, and again after auger withdrawal. The boreholes were then backfilled as noted on the boring logs.

F. Qualifications

F.1. Variations in Subsurface Conditions

F.1.a. Material Strata

Our evaluation, analyses and recommendations were developed from a limited amount of site and subsurface information. It is not standard engineering practice to retrieve material samples from exploration locations continuously with depth, and therefore strata boundaries and thicknesses must be inferred to some extent. Strata boundaries may also be gradual transitions, and can be expected to vary in depth, elevation and thickness away from the exploration locations.

Variations in subsurface conditions present between exploration locations may not be revealed until additional exploration work is completed, or construction commences. If any such variations are revealed, our recommendations should be re-evaluated. Such variations could increase construction costs, and a contingency should be provided to accommodate them.

F.1.b. Groundwater Levels

Groundwater measurements were made under the conditions reported herein and shown on the exploration logs, and interpreted in the text of this report. It should be noted that the observation periods were relatively short, and groundwater can be expected to fluctuate in response to rainfall, flooding, irrigation, seasonal freezing and thawing, surface drainage modifications and other seasonal and annual factors.

F.2. Continuity of Professional Responsibility

F.2.a. Plan Review

This report is based on a limited amount of information, and a number of assumptions were necessary to help us develop our recommendations. It is recommended that our firm review the geotechnical aspects of the designs and specifications, and evaluate whether the design is as expected, if any design changes have affected the validity of our recommendations, and if our recommendations have been correctly interpreted and implemented in the designs and specifications.

F.2.b. Construction Observations and Testing

It is recommended that we be retained to perform observations and tests during construction. This will allow correlation of the subsurface conditions encountered during construction with those encountered by the borings, and provide continuity of professional responsibility.

F.3. Use of Report

This report is for the exclusive use of the parties to which it has been addressed. Without written approval, we assume no responsibility to other parties regarding this report. Our evaluation, analyses and recommendations may not be appropriate for other parties or projects.

F.4. Standard of Care

In performing its services, Braun Intertec used that degree of care and skill ordinarily exercised under similar circumstances by reputable members of its profession currently practicing in the same locality. No warranty, express or implied, is made.

Appendix



DENOTES APPROXIMATE LOCATION OF STANDARD PENETRATION TEST BORING

100' 0 200'

SCALE: 1"= 200'

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BRAUN INTERTEC
The Science You Build On.
11001 Hampshire Avenue S
Minneapolis, MN 55438
PH. (952) 995-2000
FAX (952) 995-2020

Base Dwg Provided By:

SOIL BORING LOCATION SKETCH - AREA C
GEOTECHNICAL EVALUATION
2018-2019 STREET RECONSTRUCTION PROJECTS
NORTH FORTY, STANHOPE TERRACE AND FORD BROOK ESTATES SUBDIVISIONS
RAMSEY, MINNESOTA

Project No:	B1705491
Drawing No:	B1705491
Scale:	1"= 200'
Drawn By:	JAG
Date Drawn:	6/28/17
Checked By:	NGL
Last Modified:	8/9/17
Sheet:	Fig:
of	

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LOG OF BORING

Braun Project B1705491
GEOTECHNICAL EVALUATION
City of Ramsey 2018-2019 Reconstruction Projects
Ramsey, Minnesota

BORING: **ST-C1**

LOCATION: N: 195376, E: 462823 See attached sketch.

DRILLER: SC | METHOD: 3 1/4" HSA, Autohammer | DATE: **7/5/17** | SCALE: **1" = 4'**

(See Descriptive Terminology sheet for explanation of abbreviations)

Elev. feet	Depth feet	Symbol	Description of Materials (Soil-ASTM D2488 or D2487, Rock-USACE EM1110-1-2908)	BPF	WL	MC %	P200 %	Tests or Notes
897.2	0.0							
896.4	0.8	PAV	4 inches of bituminous over 5 inches of aggregate base.					
895.2	2.0	FILL	FILL: Poorly Graded Sand with Silt, fine-grained, with Gravel, dark brown, moist.					
		FILL	FILL: Poorly Graded Sand with SILT, fine- to coarse-grained, with Gravel, brown, moist.	14				
				10		4	6	
890.2	7.0	SP	POORLY GRADED SAND, fine- to medium-grained, trace Gravel, light brown, moist, medium dense. (Alluvium)	12				
				28				
886.2	11.0		END OF BORING.					
			Water not observed while drilling.					
			Boring then backfilled.					

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LOG OF BORING

Braun Project B1705491
GEOTECHNICAL EVALUATION
City of Ramsey 2018-2019 Reconstruction Projects
Ramsey, Minnesota

BORING: **ST-C2**

LOCATION: N: 195624, E: 463131 See attached sketch.

DRILLER: SC | METHOD: 3 1/4" HSA, Autohammer | DATE: **7/5/17** | SCALE: **1" = 4'**

(See Descriptive Terminology sheet for explanation of abbreviations)

Elev. feet	Depth feet	Symbol	Description of Materials (Soil-ASTM D2488 or D2487, Rock-USACE EM1110-1-2908)	BPF	WL	Tests or Notes
894.5	0.0					
893.7	0.8	PAV	5 inches of bituminous over 5 inches of aggregate base.			
892.5	2.0	FILL	FILL: Poorly Graded Sand with Silt, fine-grained, trace Gravel, dark brown, moist.			
890.5	4.0	FILL	FILL: Poorly Graded Sand, fine-grained, brown, moist.	28		
		SP	POORLY GRADED SAND, fine-grained, brown, moist, loose to medium dense. (Alluvium)	10		
				19		
883.5	11.0			19		
			END OF BORING.			
			Water not observed while drilling.			
			Boring then backfilled.			

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Braun Project B1705491
GEOTECHNICAL EVALUATION
City of Ramsey 2018-2019 Reconstruction Projects
Ramsey, Minnesota

BORING: **ST-C3**

LOCATION: N: 195609, E: 463651 See attached sketch.

DRILLER: SC | METHOD: 3 1/4" HSA, Autohammer | DATE: **7/5/17** | SCALE: **1" = 4'**

(See Descriptive Terminology sheet for explanation of abbreviations)

Elev. feet	Depth feet	Symbol	Description of Materials (Soil-ASTM D2488 or D2487, Rock-USACE EM1110-1-2908)	BPF	WL	MC %	Tests or Notes
881.8	0.0						
881.1	0.7	PAV	3 inches of bituminous over 5 inches of aggregate base.				
		FILL	FILL: Poorly Graded Sand with Silt, fine-grained, brown to dark brown, wet.	16			
				4		18	
874.8	7.0				▽		
		CL	LEAN CLAY, gray, moist, rather soft. (Alluvium)	4			An open triangle in the water level (WL) column indicates the depth at which groundwater was observed while drilling. Groundwater levels fluctuate.
872.3	9.5						
		SP	POORLY GRADED SAND, fine- to coarse-grained, gray, waterbearing, very loose. (Alluvium)	3			
870.8	11.0		END OF BORING.				
			Water observed at 7 feet with 9 1/2 feet of hollow-stem auger in the ground.				
			Boring then backfilled.				

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LOG OF BORING

Braun Project B1705491
GEOTECHNICAL EVALUATION
City of Ramsey 2018-2019 Reconstruction Projects
Ramsey, Minnesota

BORING: **ST-C4**

LOCATION: N: 195602, E: 464086 See attached sketch.

DRILLER: SC | METHOD: 3 1/4" HSA, Autohammer | DATE: **7/5/17** | SCALE: **1" = 4'**

(See Descriptive Terminology sheet for explanation of abbreviations)

Elev. feet	Depth feet	Symbol	Description of Materials (Soil-ASTM D2488 or D2487, Rock-USACE EM1110-1-2908)	BPF	WL	Tests or Notes
883.0	0.0					
882.4	0.6	PAV	3 inches of bituminous over 4 inches of aggregate base.			
		FILL	FILL: Poorly Graded Sand with Silt, fine-grained, dark brown, moist to wet.	11		
879.0	4.0	SP-SM	POORLY GRADED SAND with SILT, fine-grained, brown, wet, loose to medium dense. (Alluvium)	11		
				12	▽	
			Waterbearing at 9 feet.			
872.0	11.0		Intermixed with gray, Lean Clay at sampler tip.	6		
			END OF BORING.			
			Water observed at 9 feet with 9 1/2 feet of hollow-stem auger in the ground.			
			Boring then backfilled.			

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Braun Project B1705491
GEOTECHNICAL EVALUATION
City of Ramsey 2018-2019 Reconstruction Projects
Ramsey, Minnesota

BORING: **ST-C5**

LOCATION: N: 195599, E: 464519 See attached sketch.

DRILLER: SC | METHOD: 3 1/4" HSA, Autohammer | DATE: **7/5/17** | SCALE: **1" = 4'**

(See Descriptive Terminology sheet for explanation of abbreviations)

Elev. feet	Depth feet	Symbol	Description of Materials (Soil-ASTM D2488 or D2487, Rock-USACE EM1110-1-2908)	BPF	WL	Tests or Notes
890.3	0.0					
889.6	0.7	PAV	4 inches of bituminous over 4 inches of aggregate base.			
888.3	2.0	FILL	FILL: Poorly Graded Sand with Silt, fine-grained, dark brown, moist.			
887.3	3.0	FILL	FILL: Clayey Sand, brown, moist.	8		
885.3	5.0	FILL	FILL: Poorly Graded Sand, fine-grained, brown, moist.			
883.3	7.0	CL	LEAN CLAY, with Sand, brown, moist, rather soft. (Alluvium)	5		
879.3	11.0	SC	CLAYEY SAND, trace Gravel, brown to gray, moist, rather stiff to stiff. (Alluvium)	13 12		
			END OF BORING.			
			Water not observed while drilling.			
			Boring then backfilled.			

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Braun Project B1705491
GEOTECHNICAL EVALUATION
City of Ramsey 2018-2019 Reconstruction Projects
Ramsey, Minnesota

BORING: **ST-C6**

LOCATION: N: 195594, E: 464693 See attached sketch.

DRILLER: SC | METHOD: 3 1/4" HSA, Autohammer | DATE: **7/5/17** | SCALE: **1" = 4'**

Elev. feet	Depth feet	Symbol	Description of Materials (Soil-ASTM D2488 or D2487, Rock-USACE EM1110-1-2908)	BPF	WL	Tests or Notes
885.7	0.0					
		PAV	6 inches of bituminous over 4 inches of aggregate base over 3 inches of bituminous over 4 inches of aggregate base.			
884.3	1.4	FILL	FILL: Poorly Graded Sand with Silt, fine- to medium-grained, trace Gravel, dark brown to brown, moist.	13		
880.7	5.0	SM	SILTY SAND, fine-grained, organic, trace wood pieces, black, wet, very loose. (Swamp Deposit)	1		
				7		
876.7	9.0	SM	SILTY SAND, fine- to medium-grained, dark gray, wet, loose. (Alluvium)	6		
874.7	11.0		END OF BORING. Water not observed while drilling. Boring then backfilled.			

(See Descriptive Terminology sheet for explanation of abbreviations)

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GEOTECHNICAL EVALUATION
City of Ramsey 2018-2019 Reconstruction Projects
Ramsey, Minnesota

BORING: **ST-C7**

LOCATION: N: 195304, E: 463197 See attached sketch.

DRILLER: SC | METHOD: 3 1/4" HSA, Autohammer | DATE: **7/5/17** | SCALE: **1" = 4'**

(See Descriptive Terminology sheet for explanation of abbreviations)

Elev. feet	Depth feet	Symbol	Description of Materials (Soil-ASTM D2488 or D2487, Rock-USACE EM1110-1-2908)	BPF	WL	MC %	Tests or Notes
899.4	0.0						
898.7	0.7	PAV	3 inches of bituminous over 5 inches of aggregate base.				
		FILL	FILL: Poorly Graded Sand with Silt, fine- to medium-grained, with Gravel, dark brown, moist.				
897.4	2.0	SP	POORLY GRADED SAND, fine- to medium-grained, brown, moist, very loose to medium dense. (Alluvium)	13			
				9			
				3		8	
888.4	11.0		Fine- to coarse-grained, with Gravel, wet at 10 feet.	2			
			END OF BORING.				
			Water not observed while drilling.				
			Boring then backfilled.				

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GEOTECHNICAL EVALUATION
City of Ramsey 2018-2019 Reconstruction Projects
Ramsey, Minnesota

BORING: **ST-C8**

LOCATION: N: 195252, E: 463659 See attached sketch.

DRILLER: SC | METHOD: 3 1/4" HSA, Autohammer | DATE: **7/5/17** | SCALE: **1" = 4'**

Elev. feet	Depth feet	Symbol	Description of Materials (Soil-ASTM D2488 or D2487, Rock-USACE EM1110-1-2908)	BPF	WL	Tests or Notes
887.7	0.0					
887.1	0.6	PAV	3 inches of bituminous over 4 inches of aggregate base.			
		FILL	FILL: Poorly Graded Sand, fine-grained, dark brown to brown, moist.	24		
				10		
880.7	7.0	SP	POORLY GRADED SAND, fine-grained, brown, moist to wet, very loose to loose. (Alluvium)	10		
				2		
876.7	11.0		END OF BORING.			
			Water not observed while drilling.			
			Boring then backfilled.			

(See Descriptive Terminology sheet for explanation of abbreviations)

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GEOTECHNICAL EVALUATION
City of Ramsey 2018-2019 Reconstruction Projects
Ramsey, Minnesota

BORING: **ST-C9**

LOCATION: N: 195286, E: 464075 See attached sketch.

DRILLER: SC | METHOD: 3 1/4" HSA, Autohammer | DATE: **7/6/17** | SCALE: **1" = 4'**

Elev. feet	Depth feet	Symbol	Description of Materials (Soil-ASTM D2488 or D2487, Rock-USACE EM1110-1-2908)	BPF	WL	Tests or Notes
886.4	0.0					
885.7	0.7	PAV	3 inches of bituminous over 5 inches of aggregate base.			
		FILL	FILL: Poorly Graded Sand with Silt, fine-grained, dark brown, moist.	15		
882.4	4.0	SP	POORLY GRADED SAND, fine-grained, brown, wet, loose. (Alluvium)	7		
				7		
875.4	11.0			8		
			END OF BORING. Water not observed while drilling. Boring then backfilled.			

(See Descriptive Terminology sheet for explanation of abbreviations)

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Braun Project B1705491
GEOTECHNICAL EVALUATION
City of Ramsey 2018-2019 Reconstruction Projects
Ramsey, Minnesota

BORING: **ST-C10**

LOCATION: N: 195282, E: 464524 See attached sketch.

DRILLER: SC | METHOD: 3 1/4" HSA, Autohammer | DATE: **7/6/17** | SCALE: **1" = 4'**

Elev. feet	Depth feet	Symbol	Description of Materials (Soil-ASTM D2488 or D2487, Rock-USACE EM1110-1-2908)	BPF	WL	MC %	P200 %	Tests or Notes
888.8	0.0							
888.4	0.4	BIT	5 inches of bituminous.					
		FILL	FILL: Poorly Graded Sand with Silt, fine-grained, dark brown and brown, moist.	8				
884.8	4.0	SP-SM	POORLY GRADED SAND with SILT, fine-grained, brown, wet, very loose to loose. (Alluvium)	4		10	12	
				7	▽			
877.8	11.0		Waterbearing at 10 feet.	10				
			END OF BORING.					
			Water observed at 8 1/2 feet with 9 1/2 feet of hollow-stem auger in the ground.					
			Boring then backfilled.					

(See Descriptive Terminology sheet for explanation of abbreviations)

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Braun Project B1705491
GEOTECHNICAL EVALUATION
City of Ramsey 2018-2019 Reconstruction Projects
Ramsey, Minnesota

BORING: **ST-C11**

LOCATION: N: 195903, E: 464272 See attached sketch.

DRILLER: SC | METHOD: 3 1/4" HSA, Autohammer | DATE: **7/5/17** | SCALE: **1" = 4'**

(See Descriptive Terminology sheet for explanation of abbreviations)

Elev. feet	Depth feet	Symbol	Description of Materials (Soil-ASTM D2488 or D2487, Rock-USACE EM1110-1-2908)	BPF	WL	MC %	Tests or Notes
881.7	0.0						
880.9	0.8	PAV	3 inches of bituminous over 6 inches of aggregate base.				
		FILL	FILL: Poorly Graded Sand with Silt, fine- to medium-grained, dark brown, moist to wet.				
878.7	3.0			12			
		SM	SILTY SAND, fine-grained, slightly organic, black, wet, loose. (Swamp Deposit)	7		15	OC=2%
873.7	8.0			3			
		CH	FAT CLAY, trace fibers and roots, gray, wet, soft. (Swamp Deposit)				
870.7	11.0			3			
			END OF BORING.				
			Water not observed while drilling.				
			Boring then backfilled.				

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LOG OF BORING

Braun Project B1705491
GEOTECHNICAL EVALUATION
City of Ramsey 2018-2019 Reconstruction Projects
Ramsey, Minnesota

BORING: **ST-C12**

LOCATION: N: 195998, E: 464525 See attached sketch.

DRILLER: SC | METHOD: 3 1/4" HSA, Autohammer | DATE: **7/5/17** | SCALE: **1" = 4'**

Elev. feet	Depth feet	Symbol	Description of Materials (Soil-ASTM D2488 or D2487, Rock-USACE EM1110-1-2908)	BPF	WL	Tests or Notes
893.2	0.0					
892.4	0.8	PAV	3 inches of bituminous over 6 inches of aggregate base.			
		FILL	FILL: Poorly Graded Sand with Silt, fine-grained, brown, moist.	15		
889.2	4.0	SP	POORLY GRADED SAND, fine-grained, brown, moist to wet, medium dense. (Alluvium)	11		
				18		
882.2	11.0		Reddish brown Silty Sand lenses at 10 feet.	22		
			END OF BORING.			
			Water not observed while drilling.			
			Boring then backfilled.			

(See Descriptive Terminology sheet for explanation of abbreviations)

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BRAUN INTERTEC

LOG OF BORING

Braun Project B1705491
GEOTECHNICAL EVALUATION
City of Ramsey 2018-2019 Reconstruction Projects
Ramsey, Minnesota

BORING: **ST-C13**

LOCATION: N: 195813, E: 463033 See attached sketch.

DRILLER: SC | METHOD: 3 1/4" HSA, Autohammer | DATE: **7/5/17** | SCALE: **1" = 4'**

(See Descriptive Terminology sheet for explanation of abbreviations)

Elev. feet	Depth feet	Symbol	Description of Materials (Soil-ASTM D2488 or D2487, Rock-USACE EM1110-1-2908)	BPF	WL	MC %	Tests or Notes
889.6	0.0						
888.8	0.8	PAV	4 inches of bituminous over 5 inches of aggregate base.				
		FILL	FILL: Poorly Graded Sand with Silt, fine- to medium-grained, with Gravel, dark brown, moist.				
887.6	2.0	SP-SM	POORLY GRADED SAND with SILT, fine- to medium-grained, trace Gravel, brown, moist, loose to medium dense. (Alluvium)	13		9	
				15			
				9			
878.6	11.0			5			
			END OF BORING. Water not observed while drilling. Boring then backfilled.				

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BRAUN INTERTEC

LOG OF BORING

Braun Project B1705491
GEOTECHNICAL EVALUATION
City of Ramsey 2018-2019 Reconstruction Projects
Ramsey, Minnesota

BORING: **ST-C14**

LOCATION: N: 495994, E: 462578 See attached sketch.

DRILLER: SC | METHOD: 3 1/4" HSA, Autohammer | DATE: **7/5/17** | SCALE: **1" = 4'**

Elev. feet	Depth feet	Symbol	Description of Materials (Soil-ASTM D2488 or D2487, Rock-USACE EM1110-1-2908)	BPF	WL	MC %	P200 %	Tests or Notes
884.7	0.0							
883.9	0.8	PAV	5 inches of bituminous over 5 inches of aggregate base.					
		FILL	FILL: Lean Clay with Sand, slightly organic, dark brown, moist. Poorly Graded Sand with Silt layer at 2 feet.	6		15		OC=2%
880.7	4.0	CL	LEAN CLAY, gray, moist, soft to medium. (Alluvium)	3		37	98	
				7				
875.7	9.0	SP	POORLY GRADED SAND, fine-grained, brown, moist, loose. (Alluvium)	8				
873.7	11.0		END OF BORING. Water not observed while drilling. Boring then backfilled.					

(See Descriptive Terminology sheet for explanation of abbreviations)

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BRAUN INTERTEC

LOG OF BORING

Braun Project B1705491
GEOTECHNICAL EVALUATION
City of Ramsey 2018-2019 Reconstruction Projects
Ramsey, Minnesota

BORING: **ST-C15**

LOCATION: N: 195692, E: 462332 See attached sketch.

DRILLER: SC | METHOD: 3 1/4" HSA, Autohammer | DATE: **7/5/17** | SCALE: **1" = 4'**

Elev. feet	Depth feet	Symbol	Description of Materials (Soil-ASTM D2488 or D2487, Rock-USACE EM1110-1-2908)	BPF	WL	Tests or Notes
887.1	0.0					
886.3	0.8	PAV	4 inches of bituminous over 5 inches of aggregate base.			
		FILL	FILL: Silty Sand, fine- to medium-grained, with Gravel, dark brown, moist.			
885.1	2.0	CL	LEAN CLAY, gray, moist, medium. (Alluvium)	7		
883.1	4.0	SP	POORLY GRADED SAND, fine-grained, brown, moist, loose to medium dense. (Alluvium)	11		
				8		
876.1	11.0			7		
			END OF BORING.			
			Water not observed while drilling.			
			Boring then backfilled.			

(See Descriptive Terminology sheet for explanation of abbreviations)

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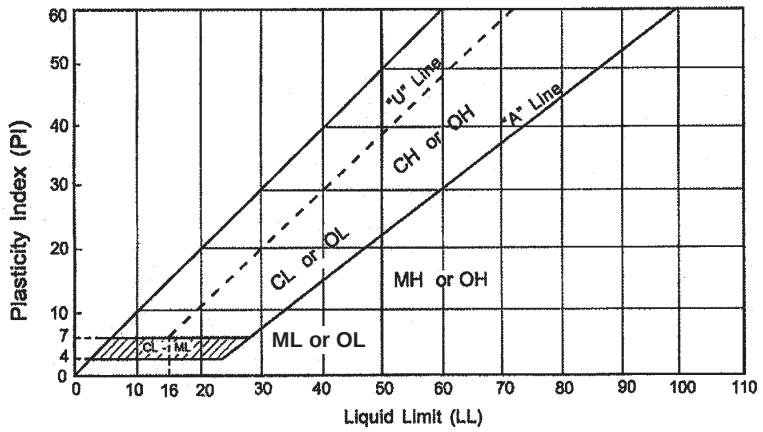
BRAUN INTERTEC

Descriptive Terminology of Soil

Standard D 2487
Classification of Soils for Engineering Purposes
(Unified Soil Classification System)

Criteria for Assigning Group Symbols and Group Names Using Laboratory Tests [a]				Soils Classification	
				Group Symbol	Group Name [b]
Coarse-grained Soils more than 50% retained on No. 200 sieve	Gravels More than 50% of coarse fraction retained on No. 4 sieve	Clean Gravels Less than 5% fines [e]	$C_u \geq 4$ and $1 \leq C_c \leq 3$ [c]	GW	Well-graded gravel [d]
			$C_u < 4$ and/or $1 > C_c > 3$ [c]	GP	Poorly graded gravel [d]
		Gravels with Fines More than 12% fines [e]	Fines classify as ML or MH	GM	Silty gravel [d f g]
			Fines classify as CL or CH	GC	Clayey gravel [d f g]
	Sands 50% or more of coarse fraction passes No. 4 sieve	Clean Sands Less than 5% fines [i]	$C_u \geq 6$ and $1 \leq C_c \leq 3$ [c]	SW	Well-graded sand [h]
			$C_u < 6$ and/or $1 > C_c > 3$ [c]	SP	Poorly graded sand [h]
		Sands with Fines More than 12% [i]	Fines classify as ML or MH	SM	Silty sand [f g h]
			Fines classify as CL or CH	SC	Clayey sand [f g h]
Fine-grained Soils 50% or more passed the No. 200 sieve	Silts and Clays Liquid limit less than 50	Inorganic	PI > 7 and plots on or above "A" line [j]	CL	Lean clay [k l m]
			PI < 4 or plots below "A" line [j]	ML	Silt [k l m]
		Organic	Liquid limit - oven dried / Liquid limit - not dried < 0.75	OL	Organic clay [k l m n]
				OL	Organic silt [k l m o]
	Silts and clays Liquid limit 50 or more	Inorganic	PI plots on or above "A" line	CH	Fat clay [k l m]
			PI plots below "A" line	MH	Elastic silt [k l m]
		Organic	Liquid limit - oven dried / Liquid limit - not dried < 0.75	OH	Organic clay [k l m p]
				OH	Organic silt [k l m q]
Highly Organic Soils	Primarily organic matter, dark in color and organic odor			PT	Peat

a. Based on the material passing the 3-inch (75mm) sieve.
b. If field sample contained cobbles or boulders, or both, add "with cobbles or boulders or both" to group name.
c. $C_u = D_{60}/D_{10}$ $C_c = \frac{(D30)^2}{D_{10} \times D_{60}}$
d. If soil contains ≥15% sand, add "with sand" to group name.
e. Gravels with 5 to 12% fines require dual symbols:
   GW-GM well-graded gravel with silt
   GW-GC well-graded gravel with clay
   GP-GM poorly graded gravel with silt
   GP-GC poorly graded gravel with clay
f. If fines classify as CL-ML, use dual symbol GC-GM or SC-SM.
g. If fines are organic, add "with organic fines: to group name.
h. If soil contains ≥15% gravel, add "with gravel" to group name.
i. Sand with 5 to 12% fines require dual symbols:
   SW-SM well-graded sand with silt
   SW-SC well-graded sand with clay
   SP-SM poorly graded sand with silt
   SP-SC poorly graded sand with clay
j. If Atterberg limits plot in hatched area, soil is a CL-ML, silty clay.
k. If soil contains 10 to 29% plus No. 200, add "with sand" or "with gravel" whichever is predominant.
l. If soil contains ≥ 30% plus No. 200, predominantly sand, add "sandy" to group name.
m. If soil contains ≥ 30% plus No. 200, predominantly gravel, add "gravelly" to group name.
n. PI ≥ 4 and plots on or above "A" line.
o. PI < 4 or plots below "A" line.
p. PI plots on or above "A" lines.
q. PI plots below "A" line.



Laboratory Tests

DD	Dry density, pcf	**OC**	Organic content, %
WD	Wet density, pcg	**S**	Percent of saturation, %
MC	Natural moisture content, %	**SG**	Specific gravity
LL	Liquid limit, %	**C**	Cohesion, psf
PL	Plastic limits, %	**Ø**	Angle of internal friction
PI	Plasticity index, %	**qu**	Unconfined compressive strength, psf
P200	% passing 200 sieve	**qp**	Pocket penetrometer strength, tsf

Particle Size Identification

Boulders..... over 12"
Cobbles ..... 3" to 12"
Gravel
  Coarse ..... 3/4" to 3"
  Fine..... No. 4 to 3/4"
Sand
  Coarse ..... No. 4 to No. 10
  Medium..... No. 10 to No. 40
  Fine..... No. 40 to No. 200
Silt ..... <No. 200, PI< 4 or below "A" line
Clay ..... <No. 200, PI ≥ 4 and on or about "A" line

Relative Density of Cohesionless Soils

Very Loose..... 0 to 4 BPF
Loose..... 5 to 10 BPF
Medium dense ..... 11 to 30 PPF
Dense ..... 31 to 50 BPF
Very dense..... over 50 BPF

Consistency of Cohesive Soils

Very soft..... 0 to 1 BPF
Soft..... 2 to 3 BPF
Rather soft ..... 4 to 5 BPF
Medium..... 6 to 8 BPF
Rather stiff ..... 9 to 12 BPF
Stiff ..... 13 to 16 BPF
Very stiff..... 17 to 30 BPF
Hard..... over 30 BPF

Drilling Notes

Standard penetration test borings were advanced by 3 1/4" or 6 1/4" ID hollow-stem augers, unless noted otherwise. Jetting water was used to clean out auger prior to sampling only where indicated on logs. All samples were taken with the standard 2" OD split-tube samples, except where noted.

Power auger borings were advanced by 4" or 6" diameter continuous flight, solid-stern augers. Soil classifications and strata depths were inferred from disturbed samples augered to the surface, and are therefore, somewhat approximate.

Hand auger borings were advanced manually with a 1 1/2" or 3 1/4" diameter auger and were limited to the depth from which the auger could be manually withdrawn.

BPF: Numbers indicate blows per foot recorded in standard penetration test, also known as "N" value. The sampler was set 6" into undisturbed soil below the hollow-stem auger. Driving resistances were then counted for second and third 6" increments, and added to get BPF. Where they differed significantly, they are reported in the following form: 2/12 for the second and third 6" increments, respectively.

WH: WH indicates the sampler penetrated soil under weight of hammer and rods alone; driving not required.

WR: WR indicates the sampler penetrated soil under weight of rods alone; hammer weight, and driving not required.

TW: TW indicates thin-walled (undisturbed) tube sample.

Note: All tests were run in general accordance with applicable ASTM standards.

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

CC Regular Session **6. 2.**

Meeting Date: 11/13/2018

By: Bruce Westby, Engineering/Public Works

Information

Title:

PUBLIC HEARING: Adopt Resolution #18-230 Approving Feasibility Report and Ordering Plans and Specifications for Improvement Project #19-02, Brookview Estates Street Reconstructions

Purpose/Background:

Purpose:

The purpose of this case is to conduct a Public Hearing then consider adopting Resolution #18-230 approving the Feasibility Report and ordering plans and specifications for City 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. ***Figure 1*** in ***Appendix A*** in the attached Feasibility Report shows the scope of the proposed improvements.

Existing Conditions

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.

Sanitary sewer and watermain are not present under these streets.

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, as determined from Ground Penetrating Radar (GPR) analysis performed by Braun Intertec in 2017, as well as from field observations and record plan documents. The existing aggregate base ranges from 0.8 to 5.0 inches thick, with a median thickness of 2.7-inches. The pavement section was built on primarily poorly graded sands with silts subgrade material, which is generally considered suitable for pavement support with the proper preparation.

Seven (7) soil borings were completed by Northern Technologies (NTI) to assist Staff with preparing the Feasibility Report. Pavement design recommendations were also offered by NTI, and Staff considered and incorporated NTI's recommendations to varying degrees while preparing the report.

Copies of Braun Intertec's GPR results and NTI's Geotechnical Exploration Report are attached in ***Appendix C*** in

the attached Feasibility Report.

The City 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.

Pictures of the existing streets are located in ***Appendix A*** in the attached Feasibility Report.

Proposed Improvements

The existing bituminous pavement section will be reconstructed using the Full Depth Reclamation (FDR) process, which involves reclaiming the existing bituminous pavement section, along with a portion of the underlying aggregate base. The reclaim material generated by this process is then spread over the reshaped and compacted existing aggregate base between the curb and gutter. Excess reclaim material is then removed and hauled off site to allow 3½-inches of new bituminous pavement to be placed over the remaining compacted reclaim material. This results in a 7-ton pavement design, which is the City standard for residential streets.

Existing ditches will likely require some re-grading. 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 also be needed in one or more locations.

Estimated Costs

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***in the attached Feasibility Report.

Funding Program

This project is proposed to be funded using a combination of street reconstruction bond proceeds in the amount of $371,754.41, special assessments to benefiting properties in the amount of $92,784.30, and storm sewer funds in the amount of $38,016.75.

A total of 21 benefiting parcels have been identified as eligible for special assessments. Staff recommends applying 25-percent of all eligible project costs equally across the 21 assessable properties using the "per lot" assessment method as allowed by the City's adopted Special Assessments Policy. Eligible project costs include all costs except those related to subgrade corrections. 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 benefit to the properties. If the report concludes the benefit to assessed 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.

This improvement project is listed in the City's current 10-year Capital Improvement Plan.

Public Comment

Staff conducted a public information meeting for this project at 5:00 PM on Thursday, November 8, 2018. The purpose of the meeting was to present the proposed improvements, estimated costs, funding program, and preliminary project schedule to benefiting property owners, and to receive public input on the project. Property owners from 2 of the 21 identified benefiting properties attended.

In summary, the property owners agreed that the pavement was in poor condition and needed to be repaired but they thought the estimated project cost was too high and questioned why the City couldn't maintain the roads in a

less expensive manner. Staff explained that the pavement is past the point of applying an overlay as it would fail well before the end of its anticipated useful life of 20 years due to the poor condition of the underlying pavement. It was discussed that overlay projects generally cost about one-quarter as much as a street reconstruction project, but that the City can't keep applying overlays on top of overlays without incurring additional project expenses due to the need to tie into driveways and ditches/ boulevards given the increasing elevation of the road. Staff explained that overall, the most cost-effective manner to maintain streets is to crackseal and sealcoat pavement every 7-years or so, to overlay the pavement roughly every 20-years, then to reconstruct the pavement after two overlays at approximately 60-years. This is a widely accepted standard pavement maintenance schedule for cities such as Ramsey that have good underlying soils.

One of the property owners asked if the project was already a done deal, or if they had any ability to stop it. Staff explained that Chapter 8 of the City Charter provides a petition process for Council initiated improvements such that if a petition is signed by 60-percent or more of the owners of real property proposed to be assessed for the improvements, the Council cannot vote on the same improvement for at least one year following the Public Hearing.

Notification:

Public Hearing notices were published in the Anoka Union Herald on October 26 and November 2, 2018. Staff also mailed Public Hearing notices to owners of all benefiting properties as required by law.

Observations/Alternatives:

Observations:

If these streets are not reconstructed in 2019, they will 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.

Survey work has begun to allow data to be collected before snow covers the ground.

Alternatives:

Alternative #1 – Motion to adopt Resolution #18-230 approving the Feasibility Report and ordering plans and specifications for Improvement Project #19-02, Brookview Estates Street Reconstructions.

Alternative #2 – Motion denying adoption of Resolution #18-230 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 estimate of project costs is $502,555.46. Staff proposes to fund the improvements using a combination of street reconstruction bond proceeds in the amount of $371,754.41, special assessments to benefiting properties in the amount of $92,784.30, and storm sewer funds in the amount of $38,016.75.

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 equates to a preliminary assessment of $4,418.30 per parcel. The City will fund the remaining 75% of eligible project costs, and 100% of all ineligible project costs, which includes subgrade correction costs.

Recommendation:

Staff recommends Alternative #1. This will allow the improvements to be completed in 2019, while providing for the use of special assessments to pay for up to 25-percent of the project costs per the applicable provisions of Chapter 8 of the City Charter, the City's Special Assessments Policy, and Minnesota Statute, Chapter 429.

Action:

Motion to adopt Resolution #18-230 approving the Feasibility Report and ordering plans and specifications for Improvement Project #19-02, Brookview Estates Street Reconstructions.

Attachments

Resolution 18-230
Feasibility Report IP1902
MN Statute Chapter 429
City Charter Chapter 8
Special Assessments Policy
2015-2019 SROP
Street Segment Summary
Public Hearing Notice IP1902

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	11/08/2018 03:30 PM
Form Started By: Bruce Westby		Started On: 10/29/2018 05:25 PM
Final Approval Date: 11/08/2018		

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

RESOLUTION #18-230

RESOLUTION APPROVING FEASIBILITY REPORT AND ORDERING PLANS AND SPECIFICATIONS FOR IMPROVEMENT PROJECT #19-02, BROOKVIEW ESTATES STREET RECONSTRUCTIONS

WHEREAS, pursuant to Ramsey City Council Resolution #18-176, adopted August 28, 2018, a Feasibility Report was 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, pursuant to Ramsey City Council Resolution #18-220, adopted October 23, 2018, the Feasibility Report was received and accepted, and a Public Hearing was ordered for November 13, 2018 at 7 p.m., where the City Council will consider the proposed improvements for said streets in accordance with the Feasibility Report; and

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

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

WHEREAS, the City Council approved the Feasibility Report and conducted a Public Hearing for the proposed improvements on November 13, 2018.

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

1) Such improvement is necessary, cost-effective and feasible as detailed in the Feasibility Report approved by Council on November 13, 2018.

2) Pursuant to Minnesota Statutes Chapter 429, Chapter 8 of the City Charter, and the City's Special Assessments Policy, benefiting properties shall be assessed up to 25-pecent of the cost of the improvements, which have an estimated total cost of $502,555.46.

3) The City Engineer is hereby designated as the engineer for this improvement, and the engineer is ordered to prepare plans and specifications for the making of such improvements.

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

and the following voted against the same:

and the following abstained:

and the following were absent:

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 13th day of November, 2018.

_____
Mayor

ATTEST:

_____
City Clerk

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
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 (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

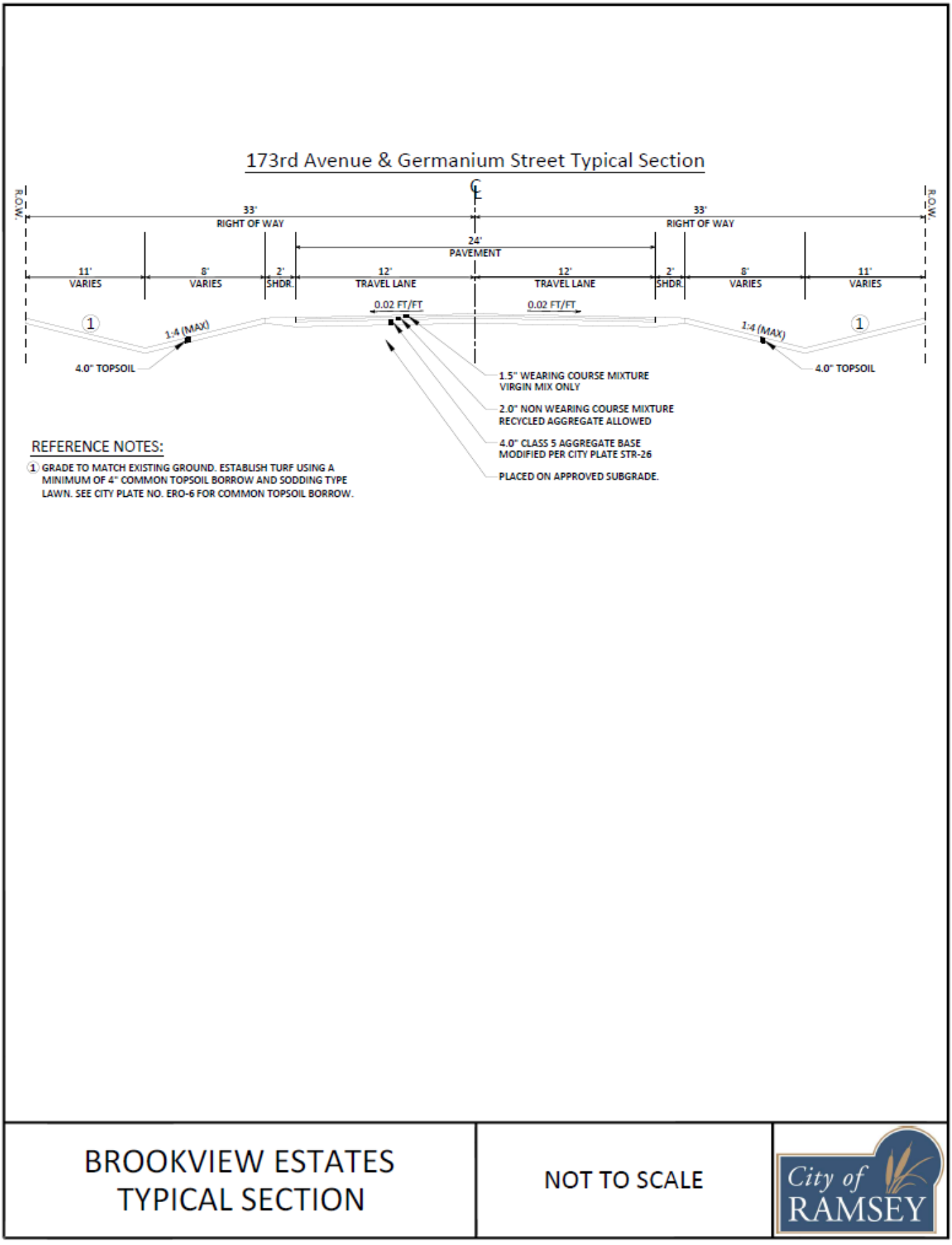

173rd Avenue & Germanium Street Typical Section
R.O.W.
33'
RIGHT OF WAY
24'
PAVEMENT
33'
RIGHT OF WAY
R.O.W.
11'
VARIES
8'
VARIES
2'
SHDR.
12'
TRAVEL LANE
12'
TRAVEL LANE
2'
SHDR.
8'
VARIES
11'
VARIES
0.02 FT/FT
0.02 FT/FT
1
1:4 (MAX)
1:4 (MAX)
1
4.0" TOPSOIL
4.0" TOPSOIL
1.5" WEARING COURSE MIXTURE
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

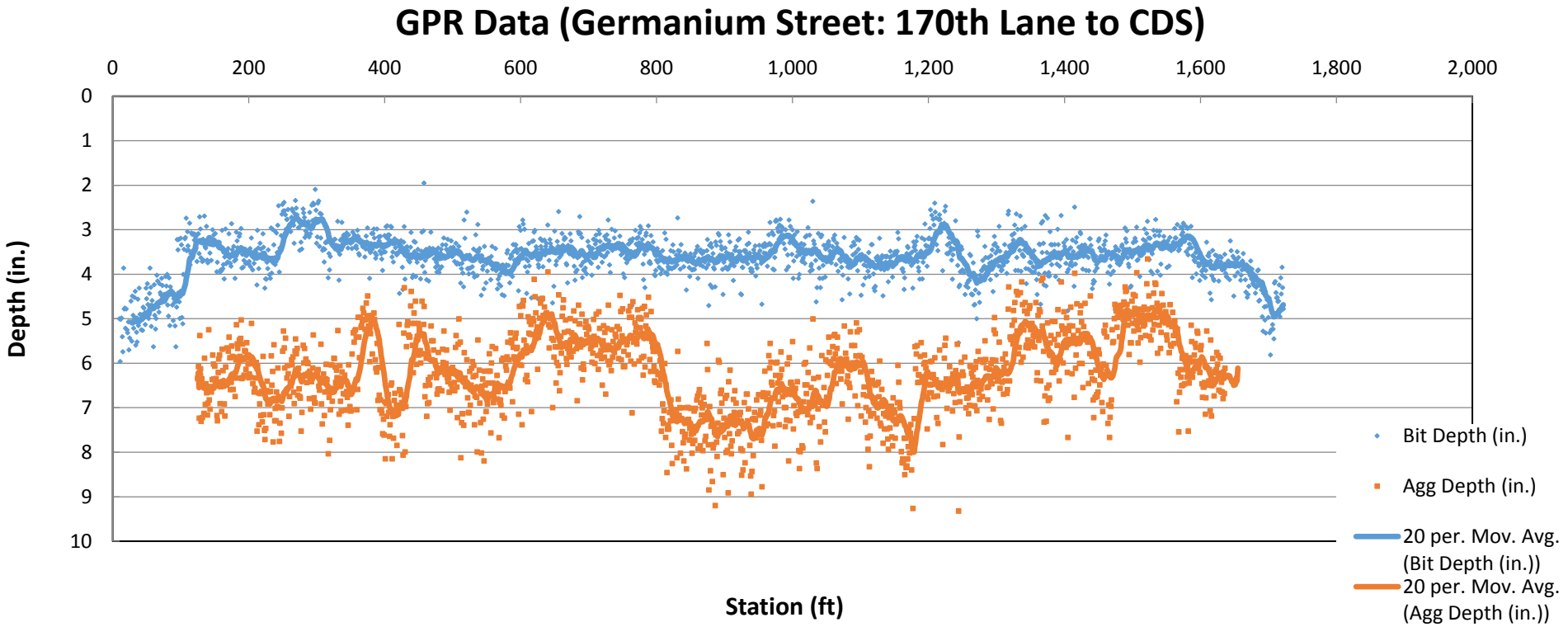
Street Segment Summary
Ground Penetrating Radar (GPR) Results
Geotechnical Exploration and Engineering Review

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.



GEOTECHNICAL EXPLORATION AND ENGINEERING REVIEW

Brookview Estates Reconstruction

Ramsey

Minnesota

NTI Project No. 18.MSP06855.000

***Prepared For**:*

City of Ramsey
7550 Sunwood Drive
Ramsey, Minnesota 55303

NTI
NORTHERN TECHNOLOGIES, LLC

6160 Carmen Avenue East
Inver Grove Heights, MN 55076
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www.NTIgeo.com

Unearthing confidence™

October 8, 2018

City of Ramsey
Attention: Mr. Joe Feriancek
7550 Sunwood Drive
Ramsey, Minnesota 55303

Subject: Geotechnical Exploration and Engineering Review
Brookview Estates Reconstruction
Ramsey, Minnesota
NTI Project No. 18.MSP06855.000

Northern Technologies, LLC (NTI) has completed a total of seven (7) soil borings in the Brookview Estates area. Our services were performed in accordance with our proposal dated September 4, 2018.

Soil samples obtained at the site will be held for 60 days at which time they will be discarded. Please advise us in writing if you wish to have us retain them for a longer period. You will be assessed an additional fee if soil samples are retained beyond 60 days.

We appreciate the opportunity to have been of service on this project. If there are any questions regarding the soils explored or our review and recommendations, please contact us at your convenience at (651) 389-4191.

Northern Technologies, LLC

Robert Hawkins, GIT
Staff Geologist

Steven D. Gerber, P.E.
Senior Engineer

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

Steven D. Gerber
Date: 10/08/2018 Reg. No. 45298

Contents

1.0 Scope of Services 1

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1.0 Scope of Services

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

1.1 Project and Site Description

The project consists of the complete reconstruction of Germanium Street at 173rd Avenue in Ramsey, Minnesota. NTI was not aware of invert elevations or other design details of the proposed utilities at the time this report was prepared.

The pavement sections are proposed to be designed with a 20-year design pavement life. NTI has assumed an AADT value of 600 for these residential streets.

2.0 Subsurface Exploration Summary

NTI performed the subsurface exploration program during the period of September 26, 2018 with a two-person crew using a truck-mounted CME-55 drill rig. Samples were generally collected in accordance with ASTM D 1586 "Standard Test Method for Standard Penetration Testing (SPT) and Split-Barrel Sampling of Soils." The boring locations and depths were determined by a representative of the City of Ramsey. The boring locations were marked in the field by NTI. The borings terminated at depths ranging from approximately 10.5 to 20.5 feet below the top of pavement. Elevations were determined using a Trimble GeoXH 6000 and rounded to the nearest one-half foot.

Please refer to the Boring Location Diagrams and the Boring Logs in Appendix C.

Groundwater was observed at depths ranging between 6.5 and 9 feet below the ground surface, correspond to elevations ranging between 876.5 and 872.5.

The lack of observed groundwater in the remaining borings is likely due to the short duration for which the boreholes remained open. In addition, the seams of on-site clay and silt laden soils have the potential to be somewhat impervious and conducive to the development of zones of perched water at varying elevations and locations across the project area. Please refer to the boring log included in the appendices.

Table 1 summarizes the encountered subsurface conditions encountered.

Table 1: Pavement and Subgrade Summary[1]

Boring No.	Bituminous Pavement Thickness[2] (inches)	Apparent Aggregate Base Thickness[3] (inches)	Fill Subgrade Material[4]	Native Subgrade Material [5]
SB-1	4 ½	5	SC	SM
SB-2	2 ¼	4	SP-SM	SP
SB-3	4 ½	4	SM	SM
SB-4	4 ½	5	SP-SM	SP-SM
SB-5	5	6	SM	SP-SM
SB-6	5	6	SM	SM
SB-7	4 ¼	6	SM	CL

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

2.1 Groundwater and Groundwater Control

Groundwater was observed at the time of drilling. Groundwater was observed in four of the seventeen boreholes the Interstate Area ranging from depths of approximately 6.5 to 8.0 feet below the top of pavement. The lack of observed groundwater at the remaining boring locations may be due to the short duration for which the boreholes remained open combined with the low permeability of the on-site clay and silt based soils. In addition, the on-site clay and silt based soils have the potential to be somewhat impervious and conducive to the development of zones of perched water at varying elevations and locations across the project area.

2.2 Laboratory Test Program

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

2.3 Utilities

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

The Geotechnical Engineer of Record or their designated representative should observe the project excavations to determine that unsuitable materials have been properly removed and adequate bearing support is provided by the exposed soils. The exposed soil at the base should be compacted with a vibratory roller to 95 percent standard Proctor dry density (ASTM D698). Such observations and testing should be performed prior to backfilling.

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

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

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

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

2.4 Pavement Recommendations

Full Reconstruction Option

The most conservative method of subgrade preparation would be to remove the undocumented fill soils and replace them in their entirety with properly compacted engineered fill. This method of subgrade preparation would provide the most uniform subgrade but would also be the most costly method of construction and would be a relatively a-typical method of subgrade preparation for improvements to existing municipal roadways.

If the City were willing to accept some risk in potential long term increased maintenance of the pavement section for the significant upfront savings, the roadway can be reconstructed over the existing fill.

The Contractor should be aware that the silty subgrade soils will be moisture-sensitive, and protecting them from inclement weather will aid in maintaining stability. The stripping of the existing pavement and aggregate base course should occur immediately prior to subgrade preparation and base aggregate installation to minimize weather-induced instability.

Prior to installing the aggregate base, the existing subgrade should be scarified and re-compacted to a depth of at least 12 inches. A proof roll test should then be performed to determine soft or unstable subgrade areas.

The proof roll should be performed with a tandem axle dump truck loaded to gross capacity (at least 20 tons). Acceptance criteria of the proof roll shall be limited to rut formation no more than one inch depth (front or rear axles) and no pumping (rolling) observed during the visual inspection. Proof roll tests should be observed by an experienced technician or geotechnical engineer prior to placement of the aggregate base course to verify the subgrade will provide adequate pavement support.

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

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

For a 20-year design pavement life, Tables 4 presents our thickness recommendations for flexible (bituminous) pavement. These recommendations were based upon the encountered subgrade conditions, estimated R-value of 30 for the existing subgrade soils, the assumed AADT volumes, and the City of Ramsey's typical pavement section for the respective project area.

Table 4: Flexible Pavement Thickness Design[1]
Interstate Area – Residential Area

Pavement Section	Calculated Required Pavement Section[2]	City's Typical Pavement Section[3]
Bituminous Wear Course (inches)	2	1.5
Bituminous Base Course (inches)	2	2
Class 5 or 7 Aggregate Base (inches)	4	4

1. Assumed AADT volume of 600 and an average R-value of 30.
2. Assumed a minimum of 12 inches of engineered subgrade.
3. The subgrade appeared to be less firm at SB-2 and SB-7 (locations closest to the Rum River). Consideration could be made to using the City's standard section in locations north of SB-2 and west of SB-6.

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

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

Mill and Overlay Option

Portions of the roadway sections appear to have a sufficiently thick, in-place pavement section, which would lend itself to rehabilitation via mill and overlay techniques.

The existing pavement thickness generally about 4 ½ inches thick, but locally was observed to be about 2 ½ inches thick. If a mill and overlay were performed, we would recommend that thin pavement areas (such as near SB-2) and distressed pavement areas be removed and replaced with a full depth (6 inch) patch.

Full depth reclamation (FDR) would be feasible for this project area. Usually a blend of mineral aggregate base with the bituminous pavement is blended and the teeth of the reclaimers need to extend beyond the bituminous layers in order to prevent overheating.

The pavement could be milled off and removed and replaced with fresh bituminous pavement. The millings can be blended with on-site aggregate base, with imported aggregate base or remixed at the plant to provide fresh aggregate base. The blended material should contain no more than 50 percent bituminous millings. In general, locations suitable for FDR would have aggregate base that is about the same thickness as the pavement plus 3 to 4 inches remaining to support the weight of the heavy machinery required for FDR.

We recommend that the base be proof-rolled prior to placement of the new pavement materials to determine soft or unstable subgrade areas. The proof roll should be performed with a tandem axle dump truck loaded to gross capacity (at least 20 tons). Acceptance criteria of the proof roll shall be limited to rut formation no more than one inch (1”) depth (front or rear axles) and no pumping (rolling) observed during the visual inspection. Proof roll tests should be observed by an experienced technician or geotechnical engineer prior to placement of the aggregate base course to verify the subgrade will provide adequate pavement support.

If rutting or localized unstable subgrade areas are observed, those areas should be subcut, moisture-conditioned, and re-compacted or removed to a stable depth. Excavations for soil corrections (if any) in paved areas should allow for a 2 foot oversize beyond the edges of the pavement.

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

3.0 Excavation Stability

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

3.1 Engineered Fill & Winter Construction

The silt and clay laden soils encountered at the project locations will be susceptible to freezing if not provided adequate drainage, insulation, or coverage. Frozen soil should not be used as backfill. When the ambient air temperature falls below freezing for an extended period of time, frost forms, and soil near the surface grade expands. Settlement of the fill may occur as the frozen soils thaw.

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

4.0 Closure

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

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

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

This report has been prepared for the exclusive use of the City of Ramsey for specific application to the proposed Brookview Estates Street Reconstructions, in Ramsey, Minnesota. Northern Technologies, LLC has endeavored to comply with generally accepted geotechnical engineering practice common to the local area. Northern Technologies, LLC makes no other warranty, express or implied.

Northern Technologies, LLC

APPENDIX A

GEOTECHNICAL EVALUATION OF RECOVERED SOIL SAMPLES

FIELD EXPLORATION PROCEDURES

GENERAL NOTES

WATER LEVEL SYMBOL

DESCRIPTIVE TERMINOLOGY

RELATIVE PROPORTIONS

PARTICLE SIZES

CLASSIFICATION OF SOILS FOR ENGINEERING PURPOSES

GEOTECHNICAL EVALUATION OF RECOVERED SOIL SAMPLES

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

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

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

FIELD EXPLORATION PROCEDURES

Soil Sampling – Standard Penetration Boring:

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

Soil Sampling – Power Auger Boring:

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

Soil Classification:

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

GENERAL NOTES

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

WATER LEVEL SYMBOL

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

DESCRIPTIVE TERMINOLOGY

RELATIVE DENSITY		*CONSISTENCY*	
TERM	**N_{60} Value** (corrected)	**TERM**	**N_{60} Value** (corrected)
Very Loose	0 – 4	Soft	0-4
Loose	5 – 8	Medium	5-8
Medium Dense	9 – 16	Rather Stiff	9 – 15
Dense	16 – 30	Stiff	16 – 30
Very Dense	Over 30	Very Stiff	Over 30

RELATIVE PROPORTIONS

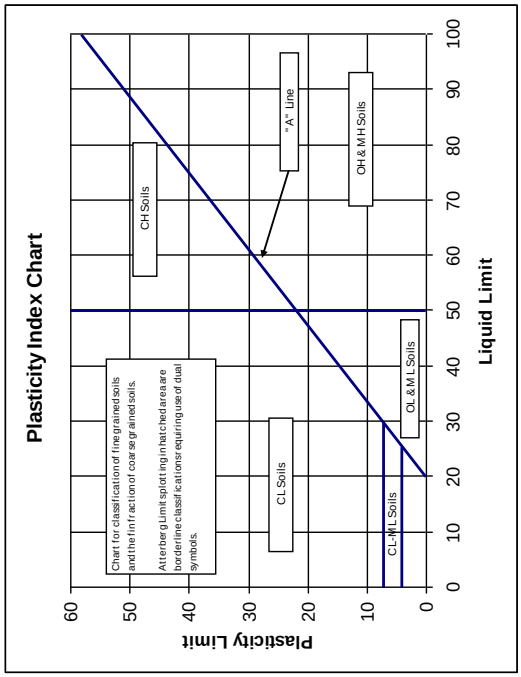
TERMS	**RANGE**
Trace	0 – 5%
A little	5 – 15%
Some	15 – 30%

PARTICLE SIZES

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

CLASSIFICATION of SOILS for ENGINEERING PURPOSES

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

Major Divisions			Group Symbol	Typical Name	Classification Criteria		
Course Grained Soils More than 50% retained on No. 200 sieve *	Gravels 50% or more of coarse fraction retained on No. 4 sieve.	Clean Gravels	GW	Well –graded gravels and gravel-sand mixtures, little or no fines.	**Classification on basis of percentage of fines.** Less than 5% passing No. 200 Sieve: GW, GP, SW, SP. More than 12% passing No. 200 Sieve: GM, GC, SM, SC. From 5% to 12% passing No. 200 Sieve: Borderline Classification requiring use of duel symbols.	Cu = D60 / D10 greater than 4. Cz = (D30)2 / (D10 x D60) between 1 & 3.	
			GP	Poorly graded gravels and gravel-sand mixtures, little or no fines.		Not meeting both criteria for GW materials.	
		Gravels with Fines	GM	Silty gravels, gravel-sand-silt mixtures.		Atterberg limits below "A" line, or P.I. less than 4.	Atterberg limits plotting in hatched area are borderline classifications requiring use of dual symbols.
			GC	Clayey gravels, gravel-sand-clay mixtures.		Atterberg limits above "A" line with P.I. greater than 7.	
	Sands More than 50% of coarse fraction passes No 4 sieve.	Clean Sands	SW	Well-graded sands and gravelly sands, little or no fines.		Cu = D60 / D10 greater than 6. Cz = (D30)2 / (D10 x D60) between 1 & 3.	
			SP	Poorly-graded sands and gravelly sands, little or no fines.		Not meeting both criteria for SW materials.	
		Sands with Fines	SM	Silty sands, sand-silt mixtures.		Atterberg limits below "A" line, or P.I. less than 4.	Atterberg limits plotting in hatched area are borderline classifications requiring use of dual symbols.
			SC	Clayey sands, sand-clay mixtures.		Atterberg limits above "A" line with P.I. > 7.	
Fine Grained Soils More than 50% passes No. 200 sieve *	Silts and Clays Liquid Limit of 50% or less		ML	Inorganic silts, very fine sands, rock flour, silty or clayey fine sands.			
			CL	Inorganic clays of low to medium plasticity, gravelly clays, sandy clays, silty clays, lean clays.			
			OL	Organic silts and organic silty clays of low plasticity.			
	Silts and Clays Liquid Limit greater than 50%.		MH	Inorganic silts, micaceous or diatomaceous fine sands or silts, elastic silts.			
			CH	Inorganic clays of high plasticity, fat clays.			
			OH	Organic clays of medium to high plasticity.			
	Highly Organic Soils		Pt	Peat, muck and other highly organic soils.			

APPENDIX B

GROUNDWATER ISSUES

PLACEMENT and COMPACTION OF ENGINEERED FILL

GROUNDWATER ISSUES

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

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

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

Documentation of the local groundwater surface and any perched groundwater conditions at the project site would require installation of temporary piezometers and extended monitoring due to the relatively low permeability exhibited by the site soils. We have not performed such groundwater evaluation due to the scope of services authorized for this project.

We anticipate that a system of sump pits and pumps located outside of the foundation areas would be suitable for control if perched groundwater were to be encountered. NTI cautions that such seepage may be heavy and will vary based on seasonal and annual precipitation, and ground related impacts in the vicinity of the project.

We anticipate that a well point system would be suitable for control of groundwater if excavations were to be advanced into the ground water table at depth in free draining granular soils. However, we caution such seepage from such formations and any water entry from excavations below the groundwater table may be heavy and will vary based on seasonal and annual precipitation, and ground related impacts in the vicinity of the project.

PLACEMENT and COMPACTION OF ENGINEERED FILL

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

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

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

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

	Compaction Criteria (% respective Proctor) [1]	
Type of Construction	**Clay**	**Sand or Gravel**
Engineered Fill placed as Pavement Subgrade (more than 3 feet below bottom of final grade)	Min. 95	Min. 95
Engineered Fill placed as Pavement Subgrade (less than 3 feet below bottom of final grade)	Min. 100	Min. 100
Engineered Fill placed as Pavement Aggregate Base	NA	Min. 100

1. Note 1 Unless otherwise required, compaction criteria shall be based on the Standard Proctor Test (ASTM D698).

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

APPENDIX C

BORING LOCATION DIAGRAM

SOIL BORING LOGS



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Boring Location Diagram
Brookview Estates Street Reconstructions
Ramsey, Minnesota
NTI Project #: 18.MSP06855.000
NOTE: Boring locations are approximate.

Completed Boring Locations:

NTI NORTHERN TECHNOLOGIES, LLC

Inver Grove Heights
6160 Carmen Avenue East
Inver Grove Heights, MN, 55076
P: 651-389-4191

BORING NUMBER SB-1

CLIENT City of Ramsey
PROJECT NAME Brookview Estates Street Reconstructions
PROJECT NUMBER 18.MS06855.000
PROJECT LOCATION Ramsey, MN
DATE STARTED 9/26/18 **COMPLETED** 9/26/18
GROUND ELEVATION 884 feet **HOLE SIZE** 6 1/2 in.
DRILLING CONTRACTOR NTI
GROUND WATER LEVELS:
DRILLING METHOD 3 1/4 in H.S.A
AT TIME OF DRILLING --- No Groundwater Observed.
LOGGED BY RRH **CHECKED BY** SDG
AT END OF DRILLING ---
CAVE IN (ft) --- **FROST DEPTH (ft)** ---
AFTER DRILLING ---
NOTES Elevation determined using a Trimble GeoXH 6000(NAVD 88 GeoID 09 datum).

DEPTH (ft)	GRAPHIC LOG	MATERIAL DESCRIPTION		SAMPLE TYPE NUMBER	RECOVERY % (RQD)	BLOW COUNTS (N VALUE)	POCKET PEN. (tsf)	DRY UNIT WT. (pcf)	MOISTURE CONTENT (%)	ATTERBERG LIMITS: LIQUID LIMIT	ATTERBERG LIMITS: PLASTIC LIMIT	ATTERBERG LIMITS: PLASTICITY INDEX	FINES
0		0.4 BITUMINOUS PAVEMENT (4 1/2 Inches)	883.6	AU									
		0.8 APPARENT AGGREGATE BASE (5 Inches)	883.2	SS 1	89	4-3-3 (6)			17				
		1.5 CLAYEY SAND, (SC) black, fine grained, moist, trace gravel **(Undocumented Fill)** NOTE: Organic content in sample 1 = 3.2%.	882.5	SS 2	100	7-14-16 (30)							
		4.0 SILTY SAND, (SM) brown, fine grained, moist, trace gravel (Alluvial)	880.0										
5		POORLY GRADED SAND WITH SILT, (SP-SM) brown, fine grained, moist, medium dense, trace gravel (Alluvial)		SS 3	89	7-5-5 (10)			9				11
		6.5	877.5										
		LEAN CLAY WITH SAND, (CL) brown, moist, medium, trace gravel (Alluvial)		SS 4	100	2-2-3 (5)			32				
		9.0	875.0										
10		CLAYEY SAND, (SC) brown to light brown, fine grained, moist, medium, stratified, trace gravel, with clay and sand layering (Alluvial)		SS 5	100	2-2-4 (6)							
		10.5	873.5										

Bottom of borehole at 10.5 feet.

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Inver Grove Heights
6160 Carmen Avenue East
Inver Grove Heights, MN, 55076
P: 651-389-4191

BORING NUMBER SB-2

CLIENT City of Ramsey
PROJECT NAME Brookview Estates Street Reconstructions
PROJECT NUMBER 18.MS06855.000
PROJECT LOCATION Ramsey, MN
DATE STARTED 9/26/18 **COMPLETED** 9/26/18
GROUND ELEVATION 883.5 feet **HOLE SIZE** 6 1/2 in.
DRILLING CONTRACTOR NTI
GROUND WATER LEVELS:
DRILLING METHOD 3 1/4 in H.S.A
▽ **AT TIME OF DRILLING** 6.50 ft / Elev 877.00 ft
LOGGED BY RRH **CHECKED BY** SDG
AT END OF DRILLING ---
CAVE IN (ft) --- **FROST DEPTH (ft)** ---
AFTER DRILLING ---
NOTES Elevation determined using a Trimble GeoXH 6000(NAVD 88 GeoID 09 datum).

DEPTH (ft)	GRAPHIC LOG	MATERIAL DESCRIPTION		SAMPLE TYPE NUMBER	RECOVERY % (RQD)	BLOW COUNTS (N VALUE)	POCKET PEN. (tsf)	DRY UNIT WT. (pcf)	MOISTURE CONTENT (%)	ATTERBERG LIMITS: LIQUID LIMIT	ATTERBERG LIMITS: PLASTIC LIMIT	ATTERBERG LIMITS: PLASTICITY INDEX	FINES
0		0.2 BITUMINOUS PAVEMENT (2 1/4 Inches)	883.3	AU									
		0.5 APPARENT AGGREGATE BASE (4 Inches)	883.0	SS 1	100	5-6-9 (15)			6				
		1.5 POORLY GRADED SAND WITH SILT, (SP-SM) dark brown, fine to medium grained, moist, trace gravel **(Undocumented Fill)**	882.0	SS 2	89	4-4-5 (9)							
		POORLY GRADED SAND, (SP) light brown, fine grained, moist, medium dense to very loose, trace gravel (Alluvial)											
5				SS 3	100	3-4-4 (8)							
		▽		SS 4	100	2-1-1 (2)							
10				SS 5	100	1-1-1 (2)							
		13.0	870.5	SS	89	4-4-3 (7)							

Bottom of borehole at 13.0 feet.

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Inver Grove Heights
6160 Carmen Avenue East
Inver Grove Heights, MN, 55076
P: 651-389-4191

BORING NUMBER SB-3

CLIENT City of Ramsey
PROJECT NAME Brookview Estates Street Reconstructions
PROJECT NUMBER 18.MS06855.000
PROJECT LOCATION Ramsey, MN
DATE STARTED 9/26/18 **COMPLETED** 9/26/18
GROUND ELEVATION 883 feet **HOLE SIZE** 6 1/2 in.
DRILLING CONTRACTOR NTI
GROUND WATER LEVELS:
DRILLING METHOD 3 1/4 in H.S.A
▽ **AT TIME OF DRILLING** 6.50 ft / Elev 876.50 ft
LOGGED BY RRH **CHECKED BY** SDG
AT END OF DRILLING ---
CAVE IN (ft) --- **FROST DEPTH (ft)** ---
AFTER DRILLING ---
NOTES Elevation determined using a Trimble GeoXH 6000(NAVD 88 GeoID 09 datum).

DEPTH (ft)	GRAPHIC LOG	MATERIAL DESCRIPTION		SAMPLE TYPE NUMBER	RECOVERY % (RQD)	BLOW COUNTS (N VALUE)	POCKET PEN. (tsf)	DRY UNIT WT. (pcf)	MOISTURE CONTENT (%)	ATTERBERG LIMITS: LIQUID LIMIT	ATTERBERG LIMITS: PLASTIC LIMIT	ATTERBERG LIMITS: PLASTICITY INDEX	FINES
0		0.4 BITUMINOUS PAVEMENT (4 1/2 Inches)	882.6	AU									
		0.7 APPARENT AGGREGATE BASE (4 Inches)	882.3	SS 1	89	4-6-8 (14)							
		1.5 SILTY SAND, (SM) dark brown, fine grained, moist, trace gravel **(Undocumented Fill)**	881.5	SS 2	89	5-4-4 (8)			7				
		POORLY GRADED SAND WITH SILT, (SP-SM) brown, fine to medium grained, moist, loose to very loose, trace gravel (Alluvial)											
5				SS 3	100	3-2-3 (5)							
		▽		SS 4	89	2-2-2 (4)							
		9.0	874.0										
10		LEAN CLAY WITH SAND, (CL) brown, moist, soft, trace gravel (Alluvial)		SS 5	100	2-1-1 (2)							
		13.0	870.0	SS 6	89	2-2-2 (4)			22				
		LEAN TO FAT CLAY, (CH/CL) gray, moist, soft, trace gravel (Alluvial)		SS 7	100	2-1-1 (2)			46				
15		19.0	864.0										
20		CLAYEY SAND, (SC) gray, moist, rather stiff, trace gravel (Glacial Till)		SS 8	100	6-7-7 (14)							
		20.5	862.5										

Bottom of borehole at 20.5 feet.

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NTI NORTHERN TECHNOLOGIES, LLC

Inver Grove Heights
6160 Carmen Avenue East
Inver Grove Heights, MN, 55076
P: 651-389-4191

BORING NUMBER SB-4

CLIENT City of Ramsey
PROJECT NAME Brookview Estates Street Reconstructions
PROJECT NUMBER 18.MS06855.000
PROJECT LOCATION Ramsey, MN
DATE STARTED 9/26/18 **COMPLETED** 9/26/18
GROUND ELEVATION 883 feet **HOLE SIZE** 6 1/2 in.
DRILLING CONTRACTOR NTI
GROUND WATER LEVELS:
DRILLING METHOD 3 1/4 in H.S.A
▽ **AT TIME OF DRILLING** 6.50 ft / Elev 876.50 ft
LOGGED BY RRH **CHECKED BY** SDG
AT END OF DRILLING ---
CAVE IN (ft) --- **FROST DEPTH (ft)** ---
AFTER DRILLING ---
NOTES Elevation determined using a Trimble GeoXH 6000(NAVD 88 GeoID 09 datum).

DEPTH (ft)	GRAPHIC LOG	MATERIAL DESCRIPTION		SAMPLE TYPE NUMBER	RECOVERY % (RQD)	BLOW COUNTS (N VALUE)	POCKET PEN. (tsf)	DRY UNIT WT. (pcf)	MOISTURE CONTENT (%)	ATTERBERG LIMITS: LIQUID LIMIT	ATTERBERG LIMITS: PLASTIC LIMIT	ATTERBERG LIMITS: PLASTICITY INDEX	FINES
0		0.4 BITUMINOUS PAVEMENT (4 1/2 Inches)	882.6	AU									
		0.8 APPARENT AGGREGATE BASE (5 Inches)	882.2	SS 1	100	5-6-9 (15)			6				11
		1.5 POORLY GRADED SAND WITH SILT, (SP-SM) dark brown, moist, trace gravel **(Undocumented Fill)**	881.5	SS 2	89	5-5-5 (10)							
5		POORLY GRADED SAND WITH SILT, (SP-SM) brown to light brown, fine to medium grained, moist, medium dense to loose, trace gravel (Alluvial)		SS 3	100	3-3-3 (6)							
		▽		SS 4	89	4-3-4 (7)							
		9.0	874.0										
10		SANDY LEAN CLAY, (CL) brown, moist, medium, stratified, trace gravel, with silt (ML) layering (Alluvial)		SS 5	100	1-2-3 (5)			34				
		10.5	872.5										

Bottom of borehole at 10.5 feet.

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Inver Grove Heights
6160 Carmen Avenue East
Inver Grove Heights, MN, 55076
P: 651-389-4191

BORING NUMBER SB-5

CLIENT City of Ramsey
PROJECT NAME Brookview Estates Street Reconstructions
PROJECT NUMBER 18.MS06855.000
PROJECT LOCATION Ramsey, MN
DATE STARTED 9/26/18 **COMPLETED** 9/26/18
GROUND ELEVATION 881.5 feet **HOLE SIZE** 6 1/2 in.
DRILLING CONTRACTOR NTI
GROUND WATER LEVELS:
DRILLING METHOD 3 1/4 in H.S.A
▽ **AT TIME OF DRILLING** 9.00 ft / Elev 872.50 ft
LOGGED BY RRH **CHECKED BY** SDG
AT END OF DRILLING ---
CAVE IN (ft) --- **FROST DEPTH (ft)** ---
AFTER DRILLING ---
NOTES Elevation determined using a Trimble GeoXH 6000(NAVD 88 GeoID 09 datum).

DEPTH (ft)	GRAPHIC LOG	MATERIAL DESCRIPTION		SAMPLE TYPE NUMBER	RECOVERY % (RQD)	BLOW COUNTS (N VALUE)	POCKET PEN. (tsf)	DRY UNIT WT. (pcf)	MOISTURE CONTENT (%)	ATTERBERG LIMITS: LIQUID LIMIT	ATTERBERG LIMITS: PLASTIC LIMIT	ATTERBERG LIMITS: PLASTICITY INDEX	FINES
0		0.4 BITUMINOUS PAVEMENT (5 Inches)	881.1	AU									
		0.9 APPARENT AGGREGATE BASE (6 Inches)	880.6	SS 1	67	5-8-7 (15)							
		1.5 SILTY SAND, (SM) dark brown, fine to medium grained, moist, trace gravel **(Undocumented Fill)**	880.0	SS 2	100	3-6-6 (12)							
		POORLY GRADED SAND WITH SILT, (SP-SM) brown, fine to medium grained, moist, medium dense to loose, trace gravel (Alluvial)		SS 3	89	5-5-4 (9)							
5				SS 4	100	3-3-3 (6)							
		▽		SS 5	89	3-3-3 (6)							
10		10.5	871.0										

Bottom of borehole at 10.5 feet.

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Inver Grove Heights
6160 Carmen Avenue East
Inver Grove Heights, MN, 55076
P: 651-389-4191

BORING NUMBER SB-6

CLIENT City of Ramsey
PROJECT NAME Brookview Estates Street Reconstructions
PROJECT NUMBER 18.MS06855.000
PROJECT LOCATION Ramsey, MN
DATE STARTED 9/26/18 **COMPLETED** 9/26/18
GROUND ELEVATION 883.5 feet **HOLE SIZE** 6 1/2 in.
DRILLING CONTRACTOR NTI
GROUND WATER LEVELS:
DRILLING METHOD 3 1/4 in H.S.A
AT TIME OF DRILLING --- No Groundwater Observed.
LOGGED BY RRH **CHECKED BY** SDG
AT END OF DRILLING ---
CAVE IN (ft) --- **FROST DEPTH (ft)** ---
AFTER DRILLING ---
NOTES Elevation determined using a Trimble GeoXH 6000(NAVD 88 GeoID 09 datum).

DEPTH (ft)	GRAPHIC LOG	MATERIAL DESCRIPTION		SAMPLE TYPE NUMBER	RECOVERY % (RQD)	BLOW COUNTS (N VALUE)	POCKET PEN. (tsf)	DRY UNIT WT. (pcf)	MOISTURE CONTENT (%)	ATTERBERG LIMITS: LIQUID LIMIT	ATTERBERG LIMITS: PLASTIC LIMIT	ATTERBERG LIMITS: PLASTICITY INDEX	FINES
0		0.4 BITUMINOUS PAVEMENT (5 Inches)	883.1	AU									
		0.9 APPARENT AGGREGATE BASE (6 1/4 Inches)	882.6	SS 1	89	5-6-5 (11)							
		1.5 SILTY SAND, (SM) dark brown, fine to medium grained, moist, trace gravel **(Undocumented Fill)**	882.0	SS 2	100	3-5-5 (10)							
		4.0 SILTY SAND, (SM) brown, fine to medium grained, moist, medium dense, trace gravel (Alluvial)	879.5										
5		POORLY GRADED SAND WITH SILT, (SP-SM) brown to light brown, fine to medium grained, moist, loose, trace gravel (Alluvial)		SS 3	89	3-4-3 (7)							
				SS 4	67	3-3-3 (6)							
10		10.5	873.0	SS 5	100	3-3-3 (6)							

Bottom of borehole at 10.5 feet.

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Inver Grove Heights
6160 Carmen Avenue East
Inver Grove Heights, MN, 55076
P: 651-389-4191

BORING NUMBER SB-7

CLIENT City of Ramsey
PROJECT NAME Brookview Estates Street Reconstructions
PROJECT NUMBER 18.MS06855.000
PROJECT LOCATION Ramsey, MN
DATE STARTED 9/26/18 **COMPLETED** 9/26/18
GROUND ELEVATION 882 feet **HOLE SIZE** 6 1/2 in.
DRILLING CONTRACTOR NTI
GROUND WATER LEVELS:
DRILLING METHOD 3 1/4 in H.S.A
AT TIME OF DRILLING --- No Groundwater Observed.
LOGGED BY RRH **CHECKED BY** SDG
AT END OF DRILLING ---
CAVE IN (ft) --- **FROST DEPTH (ft)** ---
AFTER DRILLING ---
NOTES Elevation determined using a Trimble GeoXH 6000(NAVD 88 GeoID 09 datum).

DEPTH (ft)	GRAPHIC LOG	MATERIAL DESCRIPTION		SAMPLE TYPE NUMBER	RECOVERY % (RQD)	BLOW COUNTS (N VALUE)	POCKET PEN. (tsf)	DRY UNIT WT. (pcf)	MOISTURE CONTENT (%)	ATTERBERG LIMITS: LIQUID LIMIT	ATTERBERG LIMITS: PLASTIC LIMIT	ATTERBERG LIMITS: PLASTICITY INDEX	FINES
0		0.4 BITUMINOUS PAVEMENT (4 1/4 Inches)	881.7	AU									
		0.9 APPARENT AGGREGATE BASE (6 Inches)	881.2	SS 1	100	5-6-7 (13)			8				
		SILTY SAND, (SM) dark brown, fine to medium grained, moist, trace gravel **(Undocumented Fill)**		SS 2	67	5-5-5 (10)							
		4.0	878.0										
5		SANDY LEAN CLAY, (CL) brown, moist, medium, trace gravel (Alluvial)		SS 3	89	2-2-3 (5)			21				
		6.5	875.5										
		POORLY GRADED SAND WITH SILT, (SP-SM) brown, fine to medium grained, moist, medium dense, trace gravel (Alluvial)		SS 4	100	3-3-3 (6)							
10				SS 5	100	6-6-7 (13)							
		10.5	871.5										

Bottom of borehole at 10.5 feet.

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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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3060 Centre Pointe Drive
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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

19-02 BROOKVIEW ESTATES

STREET SEGMENT SUMMARIES AND GROUND PENETRATING RADAR (GPR) RESULTS

STREET SEGMENT SUMMARY											GPR Results							
											Pavement			Aggregate			Section	
Street	Segment Description	Length	Width	Curb	2017 Rating	Year Bulit	Maintenance 1	Maintenance 2	Maintenance 3	Maintenance 4	Min	Max	Average	Min	Max	Average	Min	Location
173rd Avenue	Germanium St / CDS	853	24	n/a	4	1979	OL - 1993	SC 1 - 2001			*							
Germanium Street	170th Ln / CDS	1809	24	n/a	4	1979	OL - 1993	SC 1 - 2001			2.0	6.0	3.6	0.8	5.0	2.7	3.7	310 feet north of 173rd Avenue.
* GPR data was not obtained for this street section.																		
										Project Summary	*2.0*	*6.0*	*3.6*	*0.8*	*5.0*	*2.7*	*3.7*	*310 feet north of 173rd Avenue.*

NOTICE OF PUBLIC HEARING
IMPROVEMENT PROJECT #19-02
BROOKVIEW ESTATES STREET RECONSTRUCTIONS

CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA

TO WHOM IT MAY CONCERN:

Notice is hereby given that the Ramsey City Council will hold a public hearing at 7:00 pm on Tuesday November 13, 2018 in the Ramsey Municipal Center Council Chambers, 7550 Sunwood Drive NW, Ramsey MN. The purpose of the hearing is to consider Improvement Project #19-02 which proposes grading, bituminous pavement reclamation and paving, drainage, and miscellaneous appurtenant improvements to 173rd Avenue from Germanium Street to its termini cul-de-sac, and Germanium Street from 170th Lane to its termini cul-de-sac.

Properties abutting the improved streets are proposed to be assessed per Minnesota Statutes, Sections 429.011 to 429.111, Chapter 8 of the Ramsey City Charter, and the City's adopted Special Assessments Policy. The total estimated cost of the above described project is $502,555.46. A reasonable estimate of the impact of the assessment, preliminarily proposed at $4,418.30 per benefitting property to be assessed over ten years with interest at two-percent above the bond interest rate, will be available at the hearing.

Written comments are welcome and shall be addressed to the Ramsey City Council, 7550 Sunwood Drive NW, Ramsey, MN 55303. Written comments will be received at the above address until 4:30 pm on November 13, 2018. All interested persons are invited to attend the hearing and comment on the proposed improvement project. Questions on the project and proposed assessments may be directed to City Engineer, Bruce Westby, at 763-433-9825.

The City of Ramsey complies with the Americans With Disabilities Act and upon advance request, information will be provided in an alternative form and interpreters will be available. Any person with such a request should contact Marsha Weidner at 763-433-9839 by 4:30 pm on Tuesday, November 13, 2018. A TDD machine is available at the Ramsey Municipal Center; the number is 763-427-8591.

Bruce Westby, City Engineer

Dates published: October 26 and November 2, 2018

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

CC Regular Session **6. 3.**

Meeting Date: 11/13/2018

By: Bruce Westby, Engineering/Public Works

Information

Title:

PUBLIC HEARING: Adopt Resolution #18-231 Approving Feasibility Report and Ordering Plans and Specifications for Improvement Project #19-03, Wood Pond Hills & Chestnut Ridge Street Reconstructions

Purpose/Background:

Purpose:

The purpose of this case is to conduct a Public Hearing then consider adopting Resolution #18-231 approving the Feasibility Report and ordering plans and specifications for City 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. ***Figure 1*** in ***Appendix A*** in the attached Feasibility Report shows the scope of the proposed improvements.

Existing Conditions

These streets were constructed between 1992 and 1994 as urban sections using 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 generally centered within 60-foot wide right-of-ways.

Sanitary sewer and watermain infrastructure exist under each of the streets and are generally considered to be in good operating condition.

The existing storm sewer system consists of concrete catch basins that collect stormwater runoff from the curb and gutter, and concrete storm sewer pipes that route the runoff to stormwater ponding areas where the runoff is stored and treated. The storm sewer system is also generally considered to be in good condition with only minor maintenance work proposed.

The existing bituminous pavement section ranges from 1.6 to 5.0 inches thick, with a median thickness of 2.5-inches, as determined from Ground Penetrating Radar (GPR) analysis performed by Braun Intertec in 2017, as well as from field observations and record plan documents. The existing aggregate base section ranges from 1.3 to 8.4 inches thick, with a median thickness of 4.1-inches. The pavement section was built on generally poorly graded sand with silt subgrade material generally considered suitable for pavement support with proper conditioning.

Ten (10) soil borings were completed by Northern Technologies (NTI) to assist Staff with preparing the Feasibility Report. Pavement design recommendations were also offered by NTI, and Staff considered and incorporated NTI's recommendations to varying degrees in preparing the report.

Copies of Braun Intertec's GPR results and NTI's Geotechnical Exploration Report are attached in ***Appendix C*** in the attached Feasibility Report.

The City 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. PASER ratings of 4 and below generally indicate the street requires complete reconstruction.

Pictures of the existing streets are located in ***Appendix A*** in the attached Feasibility Report.

Proposed Improvements

All damaged concrete curb and gutter sections are proposed to be removed and replaced.

The existing bituminous pavement section will be reconstructed using the Full Depth Reclamation (FDR) process, which involves reclaiming the existing bituminous pavement section, along with a portion of the underlying aggregate base. The reclaim material generated by this process is then spread over the reshaped and compacted existing aggregate base between the curb and gutter. Excess reclaim material is then removed and hauled off site to allow 3½-inches of new bituminous pavement to be placed over the remaining compacted reclaim material. This results in a 7-ton pavement design, which is the City standard for residential streets.

No improvements are proposed to the existing sanitary sewer and watermain infrastructure. However, these systems will be tested, and if repairs are needed they will be completed separately and paid for with utility enterprise funds.

Storm sewer catch basins are proposed to be repaired as needed, including resetting of castings.

Estimated Costs

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*** in the attached Feasibility Report.

Funding Program

This project is proposed to be funded using a combination of street reconstruction bond proceeds in the amount of $291,590.84, special assessments to benefiting properties in the amount of $76,918.30, and storm sewer funds in the amount of $3,727.38.

A total of 59 benefiting parcels have been identified as eligible for special assessments. Staff recommends applying 25-percent of all eligible project costs equally across the 59 assessable properties using the "per lot" assessment method as allowed by the City's adopted Special Assessments Policy. Eligible project costs include all costs except those related to subgrade corrections and public utility improvements. 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 benefit to the properties. If the report concludes the benefit to assessed 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.

This improvement project is listed in the City's current 10-year Capital Improvement Plan.

Public Comment

Staff conducted a public information meeting on Wednesday, November 7, 2018. The purpose of the meeting was to present the proposed improvements, estimated costs, funding program, and preliminary project schedule to

benefiting property owners, and to receive public input on the project. Property owners from 3 of the 59 identified benefiting properties attended. In summary, none of the property owners objected to the project, and most of the questions pertained to special assessments, particularly payment options. Staff will present this information in more detail to Council during the Public Hearing.

Notification:

Public Hearing notices were published in the Anoka Union Herald on October 26 and November 2, 2018. Staff also mailed Public Hearing notices to owners of all benefiting properties as required by law.

Observations/Alternatives:

Observations:

If these streets are not reconstructed in 2019, they will 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.

Survey work has begun to allow data to be collected before snow covers the ground.

Alternatives:

Alternative #1 – Motion to adopt Resolution #18-231 approving the Feasibility Report and ordering plans and specifications for Improvement Project #19-03, Wood Pond Hills and Chestnut Ridge Street Reconstructions.

Alternative #2 – Motion denying adoption of Resolution #18-231 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 estimate of project costs is $372,236.52. Staff proposes to fund the improvements using a combination of street reconstruction bond proceeds in the amount of $291,590.84, special assessments to benefiting properties in the amount of $76,918.30, and storm sewer funds in the amount of $3,727.38.

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 equates to a preliminary assessment of $1,303.70 per parcel. The City will fund the remaining 75% of eligible project costs.

Recommendation:

Staff recommends Alternative #1. This will allow the improvements to be completed in 2019, while providing for the use of special assessments to pay for up to 25-percent of the project costs per the applicable provisions of Chapter 8 of the City Charter, the City’s Special Assessments Policy, and Minnesota Statute, Chapter 429.

Action:

Motion to adopt Resolution #18-231 approving the Feasibility Report and ordering plans and specifications for Improvement Project #19-03, Wood Pond Hills and Chestnut Ridge Street Reconstructions.

Attachments

Resolution 18-231
Feasibility Report IP1903
MN Statute Chapter 429
City Charter Chapter 8
Special Assessments Policy
2015-2019 SROP
Street Segment Summary
Public Hearing Notice IP1903

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	11/08/2018 03:31 PM
Form Started By: Bruce Westby		Started On: 10/29/2018 05:26 PM
Final Approval Date: 11/08/2018		

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

RESOLUTION #18-231

RESOLUTION APPROVING FEASIBILITY REPORT AND ORDERING PLANS AND SPECIFICATIONS FOR IMPROVEMENT PROJECT #19-03, WOOD POND HILLS AND CHESTNUT RIDGE STREET RECONSTRUCTIONS

WHEREAS, pursuant to Ramsey City Council Resolution #18-177, adopted August 28, 2018, a Feasibility Report was prepared by the City Engineer with reference to proposed improvements to approximately 0.63 miles of streets within the Wood Pond Hills and Chestnut Ridge developments including 146th Avenue, Helium Street, and Krypton Street, including the reconstruction of streets and other appurtenant work; and

WHEREAS, pursuant to Ramsey City Council Resolution #18-221, adopted October 23, 2018, the Feasibility Report was received and accepted, and a Public Hearing was ordered for November 13, 2018 at 7 p.m., where the City Council will consider the proposed improvements for said streets in accordance with the Feasibility Report; and

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

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

WHEREAS, the City Council approved the Feasibility Report and conducted a Public Hearing for the proposed improvements on November 13, 2018.

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

1) Such improvement is necessary, cost-effective and feasible as detailed in the Feasibility Report approved by Council on November 13, 2018.

2) Pursuant to Minnesota Statutes Chapter 429, Chapter 8 of the City Charter, and the City's Special Assessments Policy, benefiting properties shall be assessed up to 25-pecent of the cost of the improvements, which have an estimated total cost of $372,236.52.

3) The City Engineer is hereby designated as the engineer for this improvement, and the engineer is ordered to prepare plans and specifications for the making of such improvements.

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

and the following voted against the same:

and the following abstained:

and the following were absent:

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 13th day of November, 2018.

_____
Mayor

ATTEST:

_____
City Clerk

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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Opinion of Probable Costs
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Preliminary Assessment Roll

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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

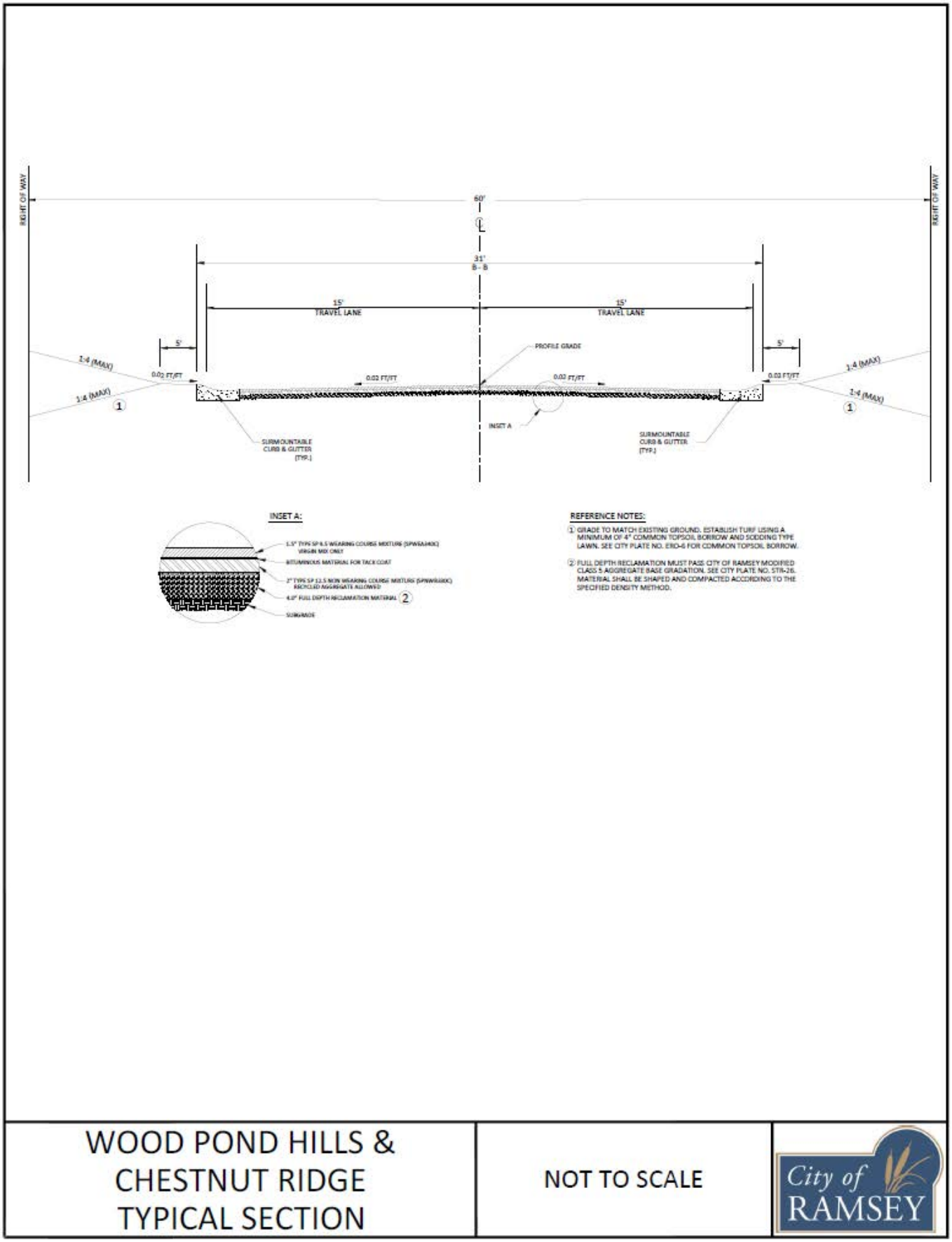

RIGHT OF WAY
60'
℄
31'
B - B
15'
TRAVEL LANE
15'
TRAVEL LANE
5'
5'
PROFILE GRADE
1:4 (MAX)
0.02 FT/FT
0.02 FT/FT
0.02 FT/FT
0.02 FT/FT
1:4 (MAX)
1
1:4 (MAX)
1:4 (MAX)
1
INSET A
SURMOUNTABLE CURB & GUTTER (TYP.)
SURMOUNTABLE CURB & GUTTER (TYP.)
INSET A:
1.5" TYPE SP 9.5 WEARING COURSE MIXTURE (SPWEA340C) 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**

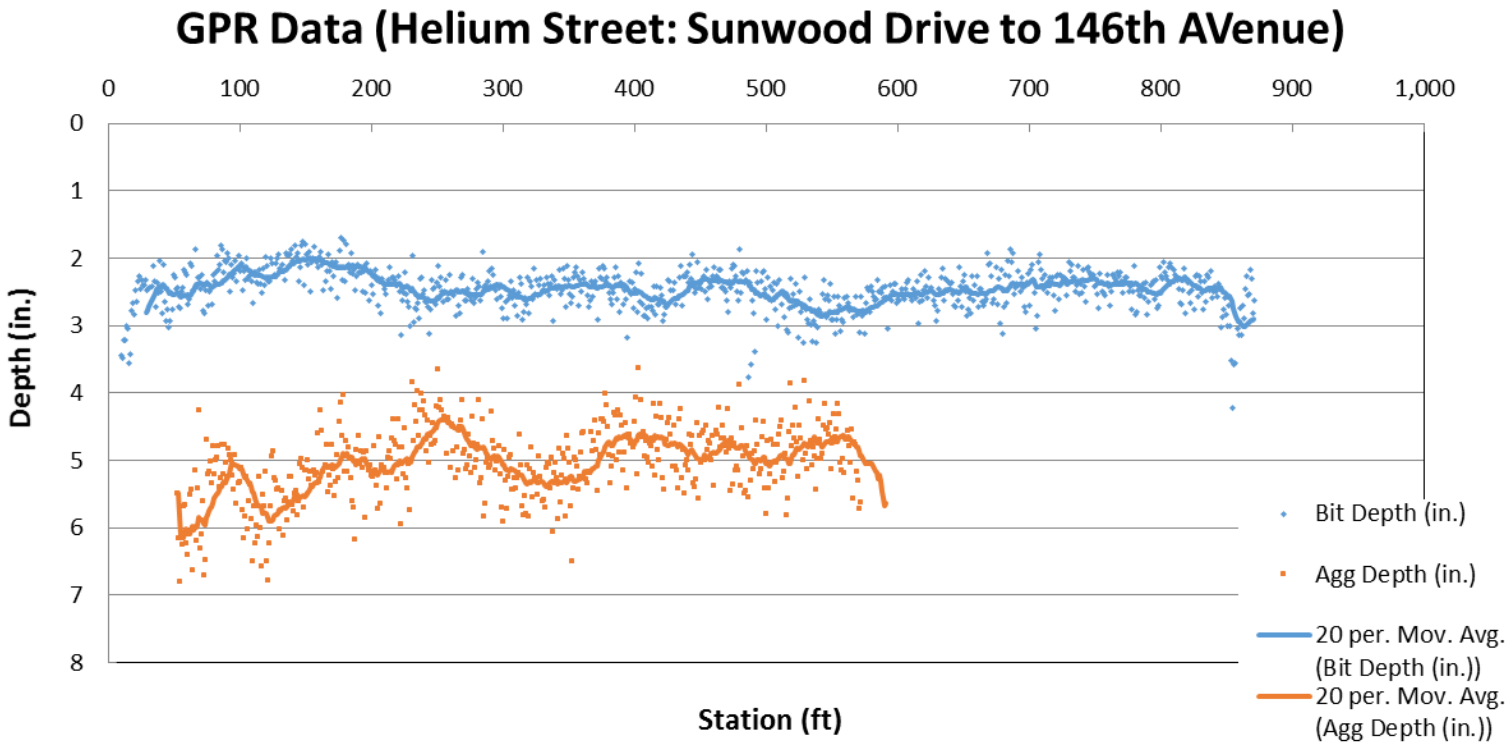
APPENDIX C

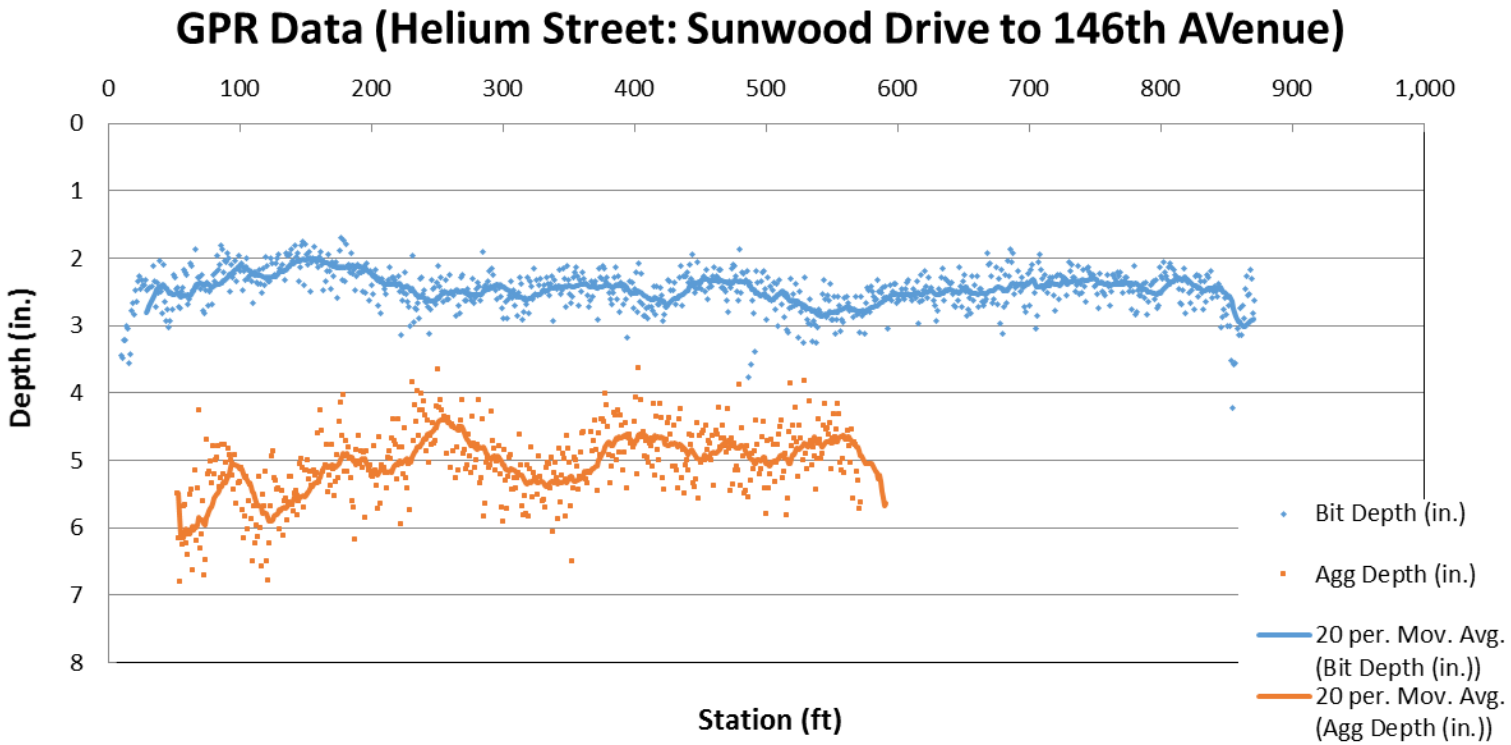
Street Segment Summary
Ground Penetrating Radar (GPR) Results
Geotechnical Exploration and Engineering Review

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.))

GEOTECHNICAL EXPLORATION AND ENGINEERING REVIEW

Wood Pond Hills and Chestnut Ridge Street Improvements

Ramsey

Minnesota

NTI Project No. 18.MSP06853.000

***Prepared For**:*

City of Ramsey
7550 Sunwood Drive
Ramsey, Minnesota 55303

NTI
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Unearthing confidence™

October 8, 2018

City of Ramsey
Attention: Mr. Joe Feriancek
7550 Sunwood Drive
Ramsey, Minnesota 55303

Subject: Geotechnical Exploration and Engineering Review
Wood Pond Hills and Chestnut Ridge Street Improvement Projects
Ramsey, Minnesota
NTI Project No. 18.MSP06853.000

Northern Technologies, LLC (NTI) has completed a total of ten (10) soil borings in the Wood Pond Hills and Chestnut Ridge areas. Our services were performed in accordance with our proposal dated September 4, 2018.

Soil samples obtained at the site will be held for 60 days at which time they will be discarded. Please advise us in writing if you wish to have us retain them for a longer period. You will be assessed an additional fee if soil samples are retained beyond 60 days.

We appreciate the opportunity to have been of service on this project. If there are any questions regarding the soils explored or our review and recommendations, please contact us at your convenience at (651) 389-4191.

Northern Technologies, LLC

Robert Hawkins, GIT
Staff Geologist

Steven D. Gerber, P.E.
Senior Engineer

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

Steven D. Gerber
Date: 10/08/2018 Reg. No. 45298

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1.0 Scope of Services

Ten borings were performed within the project area. The scope of services included determining existing bituminous and aggregate base thicknesses, groundwater levels, subsurface conditions, and providing recommendations for site preparation, excavations, engineered fill and compaction, depths of unsuitable soils to be removed, groundwater management, potential difficulties during construction, utility construction, and pavement thickness design.

1.1 Project and Site Description

The project consists of the reconstruction of Helium Street, Junkite Street Krypton Street and 146th Avenue in Ramsey, Minnesota, along with associated utilities. NTI was not aware of invert elevations or other design details of the proposed utilities at the time this report was prepared.

The pavement sections are proposed to be designed with a 20-year design pavement life. NTI has assumed an AADT value of 600 for these residential streets.

2.0 Subsurface Exploration Summary

NTI performed the subsurface exploration program during the period of September 26, 2018 with a two-person crew using a truck-mounted CME-55 drill rig. Samples were generally collected in accordance with ASTM D 1586 "Standard Test Method for Standard Penetration Testing (SPT) and Split-Barrel Sampling of Soils." The boring locations and depths were determined by a representative of the City of Ramsey. The boring locations were marked in the field by NTI. The borings terminated at depths ranging from approximately 10. feet below the top of pavement. Elevations were determined using a Trimble GeoXH 6000 and rounded to the nearest one-half foot.

Please refer to the Boring Location Diagrams and the Boring Logs in Appendix C.

Groundwater was observed, in soils boring SB-8, at a depth of approximately 7 feet below the ground surface, correspond to an elevation of 854.5 feet.

The lack of observed groundwater in the remaining borings is likely due to the short duration for which the boreholes remained open. In addition, the seams of on-site clay and silt laden soils have the potential to be somewhat impervious and conducive to the development of zones of perched water at varying elevations and locations across the project area. Please refer to the boring log included in the appendices.

Table 1 summarizes the encountered subsurface conditions encountered.

Table 1: Pavement and Subgrade Summary[1]

Boring No.	Bituminous Pavement Thickness[2] (inches)	Apparent Aggregate Base Thickness[3] (inches)	Fill Subgrade Material[4]	Native Subgrade Material [5]
SB-1	4	8	SP-SM	SP
SB-2	4	6	SP-SM	SP-SM
SB-3	4	6	SM	SP-SM
SB-4	4	8	SP-SM	SP
SB-5	5	6	SP-SM	SP
SB-6	4	6	SP-SM	SP-SM
SB-7	4	6	SP-SM	SP-SM
SB-8	4	6	SP-SM	SP-SM
SB-9	4	6	SP	SP
SB-10	4	6	SC/SP-SM	SP-SM

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

2.1 Groundwater and Groundwater Control

Groundwater was observed at the time of drilling. Groundwater was observed in one of the ten boreholes at a depth of approximately 7 feet below the top of pavement. The lack of observed groundwater at the remaining boring locations may be due to the short duration for which the boreholes remained open. In addition, the on-site clay and silt based soils have the potential to be somewhat impervious and conducive to the development of zones of perched water at varying elevations and locations across the project area.

2.2 Laboratory Test Program

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

2.3 Utilities

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

The Geotechnical Engineer of Record or their designated representative should observe the project excavations to determine that unsuitable materials have been properly removed and adequate bearing support is provided by the exposed soils. The exposed soil at the base should be compacted with a vibratory roller to 95 percent standard Proctor dry density (ASTM D698). Such observations and testing should be performed prior to backfilling.

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

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

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

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

2.4 Pavement Recommendations

Full Reconstruction Option

The most conservative method of subgrade preparation would be to remove the undocumented fill soils and replace them in their entirety with properly compacted engineered fill. This method of subgrade preparation would provide the most uniform subgrade but would also be the most costly method of construction and would be a relatively a-typical method of subgrade preparation for improvements to existing municipal roadways.

If the City were willing to accept some risk in potential long term increased maintenance of the pavement section for the significant upfront savings, the roadway can be reconstructed over the existing fill.

The Contractor should be aware that the silty subgrade soils will be moisture-sensitive, and protecting them from inclement weather will aid in maintaining stability. The stripping of the existing pavement and aggregate base course should occur immediately prior to subgrade preparation and base aggregate installation to minimize weather-induced instability.

Prior to installing the aggregate base, the existing subgrade should be scarified and re-compacted to a depth of at least 12 inches. A proof roll test should then be performed to determine soft or unstable subgrade areas.

The proof roll should be performed with a tandem axle dump truck loaded to gross capacity (at least 20 tons). Acceptance criteria of the proof roll shall be limited to rut formation no more than one inch depth (front or rear axles) and no pumping (rolling) observed during the visual inspection. Proof roll tests should be observed by an experienced technician or geotechnical engineer prior to placement of the aggregate base course to verify the subgrade will provide adequate pavement support.

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

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

For a 20-year design pavement life, Tables 4 presents our thickness recommendations for flexible (bituminous) pavement. These recommendations were based upon the encountered subgrade conditions, estimated R-value of 30 for the existing subgrade soils, the assumed AADT volumes, and the City of Ramsey's typical pavement section for the respective project area.

Table 4: Flexible Pavement Thickness Design[1]
Interstate Area – Residential Area

Pavement Section	Calculated Required Pavement Section[2]	City's Typical Pavement Section
Bituminous Wear Course (inches)	2	1.5
Bituminous Base Course (inches)	2	2
Class 5 or 6 Aggregate Base (inches)	4 [3]	4

1. Assumed AADT volume of 600 and an average R-value of 30.
2. Assumed a minimum of 12 inches of engineered subgrade.
3. Clayey sand was observed in boring SB-10. We recommend increasing the subbase to 6 inches or using a geogrid in this area.

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

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

Mill and Overlay Option

Portions of the roadway sections appear to have a sufficiently thick, in-place pavement section, which would lend itself to rehabilitation via mill and overlay techniques.

The existing pavement thickness generally about 4 to 5 inches thick which would likely be sufficient to perform a mill and overlay. We recommend that locally distressed pavement be removed and replaced with a full depth (6 inch) patch.

Full depth reclamation (FDR) would be feasible for this project area. Usually a blend of mineral aggregate base with the bituminous pavement is blended and the teeth of the reclaimers need to extend beyond the bituminous layers in order to prevent overheating.

The pavement could be milled off and removed and replaced with fresh bituminous pavement. The millings can be blended with on-site aggregate base, with imported aggregate base or remixed at the plant to provide fresh aggregate base. The blended material should contain no more than 50 percent bituminous millings. In general, locations suitable for FDR would have aggregate base that is about the same thickness as the pavement plus 3 to 4 inches remaining to support the weight of the heavy machinery required for FDR.

We recommend that the base be proof-rolled prior to placement of the new pavement materials to determine soft or unstable subgrade areas. The proof roll should be performed with a tandem axle dump truck loaded to gross capacity (at least 20 tons). Acceptance criteria of the proof roll shall be limited to rut formation no more than one inch (1”) depth (front or rear axles) and no pumping (rolling) observed during the visual inspection. Proof roll tests should be observed by an experienced technician or geotechnical engineer prior to placement of the aggregate base course to verify the subgrade will provide adequate pavement support.

If rutting or localized unstable subgrade areas are observed, those areas should be subcut, moisture-conditioned, and re-compacted or removed to a stable depth. Excavations for soil corrections (if any) in paved areas should allow for a 2 foot oversize beyond the edges of the pavement.

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

3.0 Excavation Stability

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

3.1 Engineered Fill & Winter Construction

The silt and clay laden soils encountered at the project locations will be susceptible to freezing if not provided adequate drainage, insulation, or coverage. Frozen soil should not be used as backfill. When the ambient air temperature falls below freezing for an extended period of time, frost forms, and soil near the surface grade expands. Settlement of the fill may occur as the frozen soils thaw.

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

4.0 Closure

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

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

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

This report has been prepared for the exclusive use of the City of Ramsey for specific application to the proposed Wood Pond Hills and Chestnut Ridge Street Reconstructions. Northern Technologies, LLC has endeavored to comply with generally accepted geotechnical engineering practice common to the local area. Northern Technologies, LLC makes no other warranty, express or implied.

Northern Technologies, LLC

APPENDIX A

GEOTECHNICAL EVALUATION OF RECOVERED SOIL SAMPLES

FIELD EXPLORATION PROCEDURES

GENERAL NOTES

WATER LEVEL SYMBOL

DESCRIPTIVE TERMINOLOGY

RELATIVE PROPORTIONS

PARTICLE SIZES

CLASSIFICATION OF SOILS FOR ENGINEERING PURPOSES

GEOTECHNICAL EVALUATION OF RECOVERED SOIL SAMPLES

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

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

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

FIELD EXPLORATION PROCEDURES

Soil Sampling – Standard Penetration Boring:

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

Soil Sampling – Power Auger Boring:

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

Soil Classification:

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

GENERAL NOTES

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

WATER LEVEL SYMBOL

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

DESCRIPTIVE TERMINOLOGY

RELATIVE DENSITY		*CONSISTENCY*	
TERM	**N_{60} Value** (corrected)	**TERM**	**N_{60} Value** (corrected)
Very Loose	0 – 4	Soft	0-4
Loose	5 – 8	Medium	5-8
Medium Dense	9 – 16	Rather Stiff	9 – 15
Dense	16 – 30	Stiff	16 – 30
Very Dense	Over 30	Very Stiff	Over 30

RELATIVE PROPORTIONS

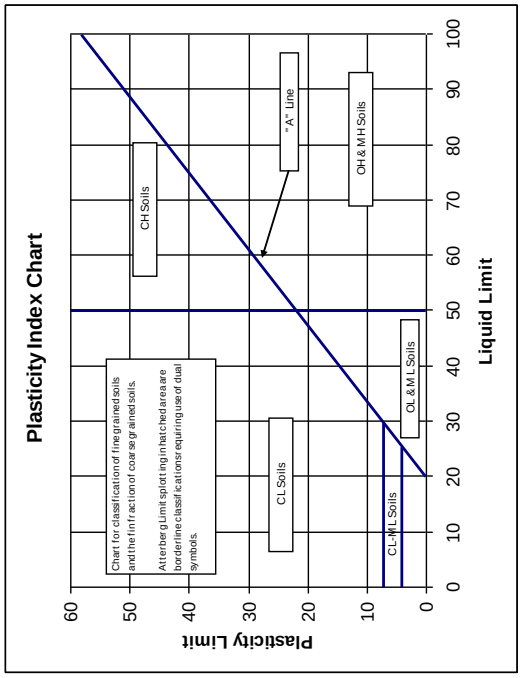
TERMS	**RANGE**
Trace	0 – 5%
A little	5 – 15%
Some	15 – 30%

PARTICLE SIZES

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

CLASSIFICATION of SOILS for ENGINEERING PURPOSES

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

Major Divisions			Group Symbol	Typical Name	Classification Criteria		
Course Grained Soils More than 50% retained on No. 200 sieve *	Gravels 50% or more of coarse fraction retained on No. 4 sieve.	Clean Gravels	GW	Well –graded gravels and gravel-sand mixtures, little or no fines.	**Classification on basis of percentage of fines.** Less than 5% passing No. 200 Sieve: GW, GP, SW, SP. More than 12% passing No. 200 Sieve: GM, GC, SM, SC. From 5% to 12% passing No. 200 Sieve: Borderline Classification requiring use of duel symbols.	Cu = D60 / D10 greater than 4. Cz = (D30)2 / (D10 x D60) between 1 & 3.	
			GP	Poorly graded gravels and gravel-sand mixtures, little or no fines.		Not meeting both criteria for GW materials.	
		Gravels with Fines	GM	Silty gravels, gravel-sand-silt mixtures.		Atterberg limits below "A" line, or P.I. less than 4.	Atterberg limits plotting in hatched area are borderline classifications requiring use of dual symbols.
			GC	Clayey gravels, gravel-sand-clay mixtures.		Atterberg limits above "A" line with P.I. greater than 7.	
	Sands More than 50% of coarse fraction passes No 4 sieve.	Clean Sands	SW	Well-graded sands and gravelly sands, little or no fines.		Cu = D60 / D10 greater than 6. Cz = (D30)2 / (D10 x D60) between 1 & 3.	
			SP	Poorly-graded sands and gravelly sands, little or no fines.		Not meeting both criteria for SW materials.	
		Sands with Fines	SM	Silty sands, sand-silt mixtures.		Atterberg limits below "A" line, or P.I. less than 4.	Atterberg limits plotting in hatched area are borderline classifications requiring use of dual symbols.
			SC	Clayey sands, sand-clay mixtures.		Atterberg limits above "A" line with P.I. > 7.	
Fine Grained Soils More than 50% passes No. 200 sieve *	Silts and Clays Liquid Limit of 50% or less		ML	Inorganic silts, very fine sands, rock flour, silty or clayey fine sands.		
			CL	Inorganic clays of low to medium plasticity, gravelly clays, sandy clays, silty clays, lean clays.			
			OL	Organic silts and organic silty clays of low plasticity.			
	Silts and Clays Liquid Limit greater than 50%.		MH	Inorganic silts, micaceous or diatomaceous fine sands or silts, elastic silts.			
			CH	Inorganic clays of high plasticity, fat clays.			
			OH	Organic clays of medium to high plasticity.			
	Highly Organic Soils		Pt	Peat, muck and other highly organic soils.			

APPENDIX B

GROUNDWATER ISSUES

PLACEMENT and COMPACTION OF ENGINEERED FILL

GROUNDWATER ISSUES

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

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

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

Documentation of the local groundwater surface and any perched groundwater conditions at the project site would require installation of temporary piezometers and extended monitoring due to the relatively low permeability exhibited by the site soils. We have not performed such groundwater evaluation due to the scope of services authorized for this project.

We anticipate that a system of sump pits and pumps located outside of the foundation areas would be suitable for control if perched groundwater were to be encountered. NTI cautions that such seepage may be heavy and will vary based on seasonal and annual precipitation, and ground related impacts in the vicinity of the project.

We anticipate that a well point system would be suitable for control of groundwater if excavations were to be advanced into the ground water table at depth in free draining granular soils. However, we caution such seepage from such formations and any water entry from excavations below the groundwater table may be heavy and will vary based on seasonal and annual precipitation, and ground related impacts in the vicinity of the project.

PLACEMENT and COMPACTION OF ENGINEERED FILL

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

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

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

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

	Compaction Criteria (% respective Proctor) [1]	
Type of Construction	**Clay**	**Sand or Gravel**
Engineered Fill placed as Pavement Subgrade (more than 3 feet below bottom of final grade)	Min. 95	Min. 95
Engineered Fill placed as Pavement Subgrade (less than 3 feet below bottom of final grade)	Min. 100	Min. 100
Engineered Fill placed as Pavement Aggregate Base	NA	Min. 100

1. Note 1 Unless otherwise required, compaction criteria shall be based on the Standard Proctor Test (ASTM D698).

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

APPENDIX C

BORING LOCATION DIAGRAM

SOIL BORING LOGS



N

Boring Location Diagram
Wood Pond Hills and Chestnut Ridge Street Reconstructions
Ramsey, Minnesota
NTI Project #: 18.MSP06853.000
NOTE: Boring locations are approximate.

Completed Boring Locations:

NTI NORTHERN TECHNOLOGIES, LLC

Inver Grove Heights
6160 Carmen Avenue East
Inver Grove Heights, MN, 55076
P: 651-389-4191

BORING NUMBER SB-1

CLIENT City of Ramsey
PROJECT NAME Wood Pond Hills & Chestnut Ridge Street Reconstruction
PROJECT NUMBER 18.MSP06853.000
PROJECT LOCATION Ramsey, MN
DATE STARTED 9/27/18 **COMPLETED** 9/27/18
GROUND ELEVATION 868 feet **HOLE SIZE** 6 1/2 in.
DRILLING CONTRACTOR NTI
GROUND WATER LEVELS:
DRILLING METHOD 3 1/4 in H.S.A
AT TIME OF DRILLING --- No Groundwater Observed.
LOGGED BY RRH **CHECKED BY** SDG
AT END OF DRILLING ---
CAVE IN (ft) --- **FROST DEPTH (ft)** ---
AFTER DRILLING ---
NOTES Elevation determined using a Trimble GeoXH 6000 (NAVD 88 GeoID 09 datum).

DEPTH (ft)	GRAPHIC LOG	MATERIAL DESCRIPTION		SAMPLE TYPE NUMBER	RECOVERY % (RQD)	BLOW COUNTS (N VALUE)	POCKET PEN. (tsf)	DRY UNIT WT. (pcf)	MOISTURE CONTENT (%)	ATTERBERG LIMITS: LIQUID LIMIT	ATTERBERG LIMITS: PLASTIC LIMIT	ATTERBERG LIMITS: PLASTICITY INDEX	FINES
0		0.3 BITUMINOUS PAVEMENT (4 Inches)	867.7	AU									
		1.0 APPARENT AGGREGATE BASE (8 Inches)	867.0	SS 1	89	10-10-10 (20)			4				6
		POORLY GRADED SAND WITH SILT, (SP-SM) dark brown, fine to medium grained, moist, trace gravel **(Undocumented Fill)**		SS 2	89	5-6-8 (14)							
		4.0	864.0										
5		POORLY GRADED SAND, (SP) brown, fine to medium grained, moist, very loose, trace gravel (Glacial Outwash)		SS 3	89	2-2-2 (4)			5				3
				SS 4	89	2-2-2 (4)							
		9.0	859.0										
10		SILTY SAND, (SM) brown, fine to medium grained, moist, medium dense, trace gravel (Glacial Till)		SS 5	89	4-6-6 (12)							
		10.5	857.5										

Bottom of borehole at 10.5 feet.

NTI LOG - GENERAL (USE THIS ONE) - NTI-2017-09-14.GDT - 10/4/18 09:56 - R:\RAMSEY\1-PROJECTS\2018 PROJECTS\WOOD POND HILLS & CHESTNUT RIDGE_GEO_18.MSP_06853.000\TESTING REPORTS\GINT\WOOD POND HILLS.GPJ

NTI NORTHERN TECHNOLOGIES, LLC

Inver Grove Heights
6160 Carmen Avenue East
Inver Grove Heights, MN, 55076
P: 651-389-4191

BORING NUMBER SB-2

CLIENT City of Ramsey
PROJECT NAME Wood Pond Hills & Chestnut Ridge Street Reconstruction
PROJECT NUMBER 18.MSP06853.000
PROJECT LOCATION Ramsey, MN
DATE STARTED 9/27/18 **COMPLETED** 9/27/18
GROUND ELEVATION 865 feet **HOLE SIZE** 6 1/2 in.
DRILLING CONTRACTOR NTI
GROUND WATER LEVELS:
DRILLING METHOD 3 1/4 in H.S.A
AT TIME OF DRILLING --- No Groundwater Observed.
LOGGED BY RRH **CHECKED BY** SDG
AT END OF DRILLING ---
CAVE IN (ft) --- **FROST DEPTH (ft)** ---
AFTER DRILLING ---
NOTES Elevation determined using a Trimble GeoXH 6000 (NAVD 88 GeoID 09 datum).

DEPTH (ft)	GRAPHIC LOG	MATERIAL DESCRIPTION	SAMPLE TYPE NUMBER	RECOVERY % (RQD)	BLOW COUNTS (N VALUE)	POCKET PEN. (tsf)	DRY UNIT WT. (pcf)	MOISTURE CONTENT (%)	ATTERBERG LIMITS: LIQUID LIMIT	ATTERBERG LIMITS: PLASTIC LIMIT	ATTERBERG LIMITS: PLASTICITY INDEX	FINES
0		0.3 BITUMINOUS PAVEMENT (4 Inches) 864.7	AU									
		0.8 APPARENT AGGREGATE BASE (6 Inches) 864.2	SS 1	89	7-10-12 (22)							
		POORLY GRADED SAND WITH SILT, (SP-SM) brown, fine to medium grained, moist, trace gravel **(Undocumented Fill)**	SS 2	89	8-8-9 (17)			3				
		4.0 861.0										
5		POORLY GRADED SAND WITH SILT, (SP-SM) brown, fine to medium grained, moist, medium dense, trace gravel (Glacial Outwash)	SS 3	89	5-6-6 (12)							
			SS 4	89	4-5-6 (11)							
10			SS 5	89	4-4-5 (9)							
		10.5 854.5										

Bottom of borehole at 10.5 feet.

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NTI NORTHERN TECHNOLOGIES, LLC

Inver Grove Heights
6160 Carmen Avenue East
Inver Grove Heights, MN, 55076
P: 651-389-4191

BORING NUMBER SB-3

CLIENT City of Ramsey
PROJECT NAME Wood Pond Hills & Chestnut Ridge Street Reconstruction
PROJECT NUMBER 18.MSP06853.000
PROJECT LOCATION Ramsey, MN
DATE STARTED 9/27/18 **COMPLETED** 9/27/18
GROUND ELEVATION 865.5 feet **HOLE SIZE** 6 1/2 in.
DRILLING CONTRACTOR NTI
GROUND WATER LEVELS:
DRILLING METHOD 3 1/4 in H.S.A
AT TIME OF DRILLING --- No Groundwater Observed.
LOGGED BY RRH **CHECKED BY** SDG
AT END OF DRILLING ---
CAVE IN (ft) --- **FROST DEPTH (ft)** ---
AFTER DRILLING ---
NOTES Elevation determined using a Trimble GeoXH 6000 (NAVD 88 GeoID 09 datum).

DEPTH (ft)	GRAPHIC LOG	MATERIAL DESCRIPTION	SAMPLE TYPE NUMBER	RECOVERY % (RQD)	BLOW COUNTS (N VALUE)	POCKET PEN. (tsf)	DRY UNIT WT. (pcf)	MOISTURE CONTENT (%)	ATTERBERG LIMITS: LIQUID LIMIT	ATTERBERG LIMITS: PLASTIC LIMIT	ATTERBERG LIMITS: PLASTICITY INDEX	FINES
0		0.3 BITUMINOUS PAVEMENT (4 Inches) 865.2	AU									
		0.8 APPARENT AGGREGATE BASE (6 Inches) 864.7	SS 1	89	9-12-15 (27)			5				
		SILTY SAND, (SM) dark brown, fine to medium grained, moist, trace gravel **(Undocumented Fill)**	SS 2	89	8-14-14 (28)							
		4.0 861.5										
5		POORLY GRADED SAND WITH SILT, (SP-SM) brown, fine to medium grained, moist, dense to medium dense, trace gravel (Glacial Outwash)	SS 3	89	6-9-10 (19)							
			SS 4	78	4-5-6 (11)			5				
10			SS 5	89	4-4-5 (9)							
		10.5 855.0										

Bottom of borehole at 10.5 feet.

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Inver Grove Heights
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BORING NUMBER SB-4

CLIENT City of Ramsey
PROJECT NAME Wood Pond Hills & Chestnut Ridge Street Reconstruction
PROJECT NUMBER 18.MSP06853.000
PROJECT LOCATION Ramsey, MN
DATE STARTED 9/27/18 **COMPLETED** 9/27/18
GROUND ELEVATION 869.5 feet **HOLE SIZE** 6 1/2 in.
DRILLING CONTRACTOR NTI
GROUND WATER LEVELS:
DRILLING METHOD 3 1/4 in H.S.A
AT TIME OF DRILLING --- No Groundwater Observed.
LOGGED BY RRH **CHECKED BY** SDG
AT END OF DRILLING ---
CAVE IN (ft) --- **FROST DEPTH (ft)** ---
AFTER DRILLING ---
NOTES Elevation determined using a Trimble GeoXH 6000 (NAVD 88 GeoID 09 datum).

DEPTH (ft)	GRAPHIC LOG	MATERIAL DESCRIPTION	SAMPLE TYPE NUMBER	RECOVERY % (RQD)	BLOW COUNTS (N VALUE)	POCKET PEN. (tsf)	DRY UNIT WT. (pcf)	MOISTURE CONTENT (%)	ATTERBERG LIMITS: LIQUID LIMIT	ATTERBERG LIMITS: PLASTIC LIMIT	ATTERBERG LIMITS: PLASTICITY INDEX	FINES
0		0.3 BITUMINOUS PAVEMENT (4 Inches) 869.2	AU									
		1.0 APPARENT AGGREGATE BASE (8 Inches) 868.5	SS 1	89	10-14-17 (31)			4				
		POORLY GRADED SAND WITH SILT, (SP-SM) brown to dark brown, fine to medium grained, moist, trace gravel **(Undocumented Fill)**	SS 2	67	6-8-10 (18)							
		4.0 865.5										
5		POORLY GRADED SAND, (SP) light brown, fine to medium grained, moist, medium dense to loose, trace gravel (Glacial Outwash)	SS 3	89	4-5-8 (13)							
			SS 4	89	4-6-6 (12)							
10			SS 5	78	3-3-4 (7)							
		10.5 859.0										

Bottom of borehole at 10.5 feet.

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Inver Grove Heights
6160 Carmen Avenue East
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BORING NUMBER SB-5

CLIENT City of Ramsey
PROJECT NAME Wood Pond Hills & Chestnut Ridge Street Reconstruction
PROJECT NUMBER 18.MSP06853.000
PROJECT LOCATION Ramsey, MN
DATE STARTED 9/27/18 **COMPLETED** 9/27/18
GROUND ELEVATION 875.5 feet **HOLE SIZE** 6 1/2 in.
DRILLING CONTRACTOR NTI
GROUND WATER LEVELS:
DRILLING METHOD 3 1/4 in H.S.A
AT TIME OF DRILLING --- No Groundwater Observed.
LOGGED BY RRH **CHECKED BY** SDG
AT END OF DRILLING ---
CAVE IN (ft) --- **FROST DEPTH (ft)** ---
AFTER DRILLING ---
NOTES Elevation determined using a Trimble GeoXH 6000 (NAVD 88 GeoID 09 datum).

DEPTH (ft)	GRAPHIC LOG	MATERIAL DESCRIPTION		SAMPLE TYPE NUMBER	RECOVERY % (RQD)	BLOW COUNTS (N VALUE)	POCKET PEN. (tsf)	DRY UNIT WT. (pcf)	MOISTURE CONTENT (%)	ATTERBERG LIMITS: LIQUID LIMIT	ATTERBERG LIMITS: PLASTIC LIMIT	ATTERBERG LIMITS: PLASTICITY INDEX	FINES
0		0.4 BITUMINOUS PAVEMENT (5 Inches)	875.1	AU									
		0.9 APPARENT AGGREGATE BASE (6 Inches)	874.6	SS 1	89	9-9-10 (19)							
		POORLY GRADED SAND, (SP) brown, fine grained, moist, trace gravel											
		2.0 **(Undocumented Fill)**	873.5	SS 2	89	8-6-6 (12)			3				4
		POORLY GRADED SAND, (SP) light brown, fine to medium grained, moist, medium dense to very loose, trace gravel (Glacial Outwash)											
5				SS 3	89	6-6-7 (13)							
				SS 4	89	2-2-3 (5)							
		NOTE: Fine to coarse grained below 9 feet.											
10				SS 5	89	2-2-2 (4)							
		10.5	865.0										

Bottom of borehole at 10.5 feet.

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NTI NORTHERN TECHNOLOGIES, LLC

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BORING NUMBER SB-6

CLIENT City of Ramsey
PROJECT NAME Wood Pond Hills & Chestnut Ridge Street Reconstruction
PROJECT NUMBER 18.MSP06853.000
PROJECT LOCATION Ramsey, MN
DATE STARTED 9/27/18 **COMPLETED** 9/27/18
GROUND ELEVATION 878 feet **HOLE SIZE** 6 1/2 in.
DRILLING CONTRACTOR NTI
GROUND WATER LEVELS:
DRILLING METHOD 3 1/4 in H.S.A
AT TIME OF DRILLING --- No Groundwater Observed.
LOGGED BY RRH **CHECKED BY** SDG
AT END OF DRILLING ---
CAVE IN (ft) --- **FROST DEPTH (ft)** ---
AFTER DRILLING ---
NOTES Elevation determined using a Trimble GeoXH 6000 (NAVD 88 GeoID 09 datum).

DEPTH (ft)	GRAPHIC LOG	MATERIAL DESCRIPTION		SAMPLE TYPE NUMBER	RECOVERY % (RQD)	BLOW COUNTS (N VALUE)	POCKET PEN. (tsf)	DRY UNIT WT. (pcf)	MOISTURE CONTENT (%)	ATTERBERG LIMITS: LIQUID LIMIT	ATTERBERG LIMITS: PLASTIC LIMIT	ATTERBERG LIMITS: PLASTICITY INDEX	FINES
0		0.3 BITUMINOUS PAVEMENT (4 Inches)	877.7	AU									
		0.8 APPARENT AGGREGATE BASE (6 Inches)	877.2	SS 1	89	7-10-12 (22)			3				
		POORLY GRADED SAND WITH SILT, (SP-SM) brown, fine to medium grained, moist, trace gravel											
		2.0 **(Undocumented Fill)**	876.0	SS 2	78	10-8-8 (16)							
		POORLY GRADED SAND WITH SILT, (SP-SM) brown, fine to medium grained, moist, medium dense to dense, trace gravel (Glacial Outwash)											
		NOTE: Little gravel at 4 feet.		SS 3	89	12-11-10 (21)							
5				SS 4	89	7-8-10 (18)			3				
				SS 5	89	6-8-9 (17)							
10		10.5	867.5										

Bottom of borehole at 10.5 feet.

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BORING NUMBER SB-7

CLIENT City of Ramsey
PROJECT NAME Wood Pond Hills & Chestnut Ridge Street Reconstruction
PROJECT NUMBER 18.MSP06853.000
PROJECT LOCATION Ramsey, MN
DATE STARTED 9/27/18 **COMPLETED** 9/27/18
GROUND ELEVATION 867 feet **HOLE SIZE** 6 1/2 in.
DRILLING CONTRACTOR NTI
GROUND WATER LEVELS:
DRILLING METHOD 3 1/4 in H.S.A
AT TIME OF DRILLING --- No Groundwater Observed.
LOGGED BY RRH **CHECKED BY** SDG
AT END OF DRILLING ---
CAVE IN (ft) --- **FROST DEPTH (ft)** ---
AFTER DRILLING ---
NOTES Elevation determined using a Trimble GeoXH 6000 (NAVD 88 GeoID 09 datum).

DEPTH (ft)	GRAPHIC LOG	MATERIAL DESCRIPTION	SAMPLE TYPE NUMBER	RECOVERY % (RQD)	BLOW COUNTS (N VALUE)	POCKET PEN. (tsf)	DRY UNIT WT. (pcf)	MOISTURE CONTENT (%)	ATTERBERG LIMITS: LIQUID LIMIT	ATTERBERG LIMITS: PLASTIC LIMIT	ATTERBERG LIMITS: PLASTICITY INDEX	FINES
0		0.3 BITUMINOUS PAVEMENT (4 Inches) 866.7	AU									
		0.8 APPARENT AGGREGATE BASE (6 Inches) 866.2										
		POORLY GRADED SAND WITH SILT, (SP-SM) brown, fine to medium grained, moist, trace gravel **(Undocumented Fill)**	SS 1	89	8-11-13 (24)			4				
			SS 2	89	10-13-13 (26)			4				
		4.0 863.0										
5		POORLY GRADED SAND WITH SILT, (SP-SM) brown, fine to medium grained, moist, dense, trace gravel (Glacial Outwash)	SS 3	89	5-9-9 (18)							
			SS 4	89	6-9-9 (18)							
		9.0 858.0										
10		POORLY GRADED SAND, (SP) light brown, fine to medium grained, moist, medium dense, trace gravel (Glacial Outwash)	SS 5	89	3-5-6 (11)							
		10.5 856.5										

Bottom of borehole at 10.5 feet.

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Inver Grove Heights
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BORING NUMBER SB-8

CLIENT City of Ramsey
PROJECT NAME Wood Pond Hills & Chestnut Ridge Street Reconstruction
PROJECT NUMBER 18.MSP06853.000
PROJECT LOCATION Ramsey, MN
DATE STARTED 9/27/18 **COMPLETED** 9/27/18
GROUND ELEVATION 861.5 feet **HOLE SIZE** 6 1/2 in.
DRILLING CONTRACTOR NTI
GROUND WATER LEVELS:
DRILLING METHOD 3 1/4 in H.S.A
▽ **AT TIME OF DRILLING** 7.00 ft / Elev 854.50 ft
LOGGED BY RRH **CHECKED BY** SDG
AT END OF DRILLING ---
CAVE IN (ft) --- **FROST DEPTH (ft)** ---
AFTER DRILLING ---
NOTES Elevation determined using a Trimble GeoXH 6000 (NAVD 88 GeoID 09 datum).

DEPTH (ft)	GRAPHIC LOG	MATERIAL DESCRIPTION	SAMPLE TYPE NUMBER	RECOVERY % (RQD)	BLOW COUNTS (N VALUE)	POCKET PEN. (tsf)	DRY UNIT WT. (pcf)	MOISTURE CONTENT (%)	ATTERBERG LIMITS: LIQUID LIMIT	ATTERBERG LIMITS: PLASTIC LIMIT	ATTERBERG LIMITS: PLASTICITY INDEX	FINES
0		0.3 BITUMINOUS PAVEMENT (4 Inches) 861.2	AU									
		0.8 APPARENT AGGREGATE BASE (6 Inches) 860.7										
		POORLY GRADED SAND WITH SILT, (SP-SM) dark brown, fine to medium grained, moist, trace gravel **(Undocumented Fill)**	SS 1	89	10-14-14 (28)			5				9
			SS 2	89	8-11-13 (24)							
		4.0 857.5										
5		POORLY GRADED SAND WITH SILT, (SP-SM) light brown to brown, fine to medium grained, moist, medium dense to loose, trace gravel (Glacial Outwash)	SS 3	89	5-5-6 (11)							
		▽	SS 4	89	2-3-3 (6)							
10			SS 5	89	2-3-4 (7)							
		10.5 851.0										

Bottom of borehole at 10.5 feet.

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BORING NUMBER SB-9

CLIENT City of Ramsey
PROJECT NAME Wood Pond Hills & Chestnut Ridge Street Reconstruction
PROJECT NUMBER 18.MSP06853.000
PROJECT LOCATION Ramsey, MN
DATE STARTED 9/27/18 **COMPLETED** 9/27/18
GROUND ELEVATION 884.5 feet **HOLE SIZE** 6 1/2 in.
DRILLING CONTRACTOR NTI
GROUND WATER LEVELS:
DRILLING METHOD 3 1/4 in H.S.A
AT TIME OF DRILLING --- No Groundwater Observed.
LOGGED BY RRH **CHECKED BY** SDG
AT END OF DRILLING ---
CAVE IN (ft) --- **FROST DEPTH (ft)** ---
AFTER DRILLING ---
NOTES Elevation determined using a Trimble GeoXH 6000 (NAVD 88 GeoID 09 datum).

DEPTH (ft)	GRAPHIC LOG	MATERIAL DESCRIPTION		SAMPLE TYPE NUMBER	RECOVERY % (RQD)	BLOW COUNTS (N VALUE)	POCKET PEN. (tsf)	DRY UNIT WT. (pcf)	MOISTURE CONTENT (%)	ATTERBERG LIMITS: LIQUID LIMIT	ATTERBERG LIMITS: PLASTIC LIMIT	ATTERBERG LIMITS: PLASTICITY INDEX	FINES
0		0.3 BITUMINOUS PAVEMENT (4 Inches)	884.2	AU									
		0.8 APPARENT AGGREGATE BASE (6 Inches)	883.7	SS 1	89	10-12-12 (24)							
		POORLY GRADED SAND, (SP) brown, fine to medium grained, moist, trace gravel											
		2.0 **(Undocumented Fill)**	882.5	SS 2	89	5-7-7 (14)			3				3
		POORLY GRADED SAND, (SP) brown, fine to medium grained, moist, medium dense, trace gravel (Glacial Outwash)											
5				SS 3	89	5-5-6 (11)							
				SS 4	89	3-6-7 (13)							
10				SS 5	89	4-5-7 (12)							
		10.5	874.0										

Bottom of borehole at 10.5 feet.

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Inver Grove Heights
6160 Carmen Avenue East
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P: 651-389-4191

BORING NUMBER SB-10

CLIENT City of Ramsey
PROJECT NAME Wood Pond Hills & Chestnut Ridge Street Reconstruction
PROJECT NUMBER 18.MSP06853.000
PROJECT LOCATION Ramsey, MN
DATE STARTED 9/27/18 **COMPLETED** 9/27/18
GROUND ELEVATION 877 feet **HOLE SIZE** 6 1/2 in.
DRILLING CONTRACTOR NTI
GROUND WATER LEVELS:
DRILLING METHOD 3 1/4 in H.S.A
AT TIME OF DRILLING --- No Groundwater Observed.
LOGGED BY RRH **CHECKED BY** SDG
AT END OF DRILLING ---
CAVE IN (ft) --- **FROST DEPTH (ft)** ---
AFTER DRILLING ---
NOTES Elevation determined using a Trimble GeoXH 6000 (NAVD 88 GeoID 09 datum).

DEPTH (ft)	GRAPHIC LOG	MATERIAL DESCRIPTION		SAMPLE TYPE NUMBER	RECOVERY % (RQD)	BLOW COUNTS (N VALUE)	POCKET PEN. (tsf)	DRY UNIT WT. (pcf)	MOISTURE CONTENT (%)	ATTERBERG LIMITS: LIQUID LIMIT	ATTERBERG LIMITS: PLASTIC LIMIT	ATTERBERG LIMITS: PLASTICITY INDEX	FINES
0		0.3 BITUMINOUS PAVEMENT (4 Inches)	876.7	AU									
		0.8 APPARENT AGGREGATE BASE (6 Inches)	876.2	SS 1	89	9-11-9 (20)			8				16
		CLAYEY SAND, (SC) dark brown to black, fine to medium grained, moist, trace gravel **(Undocumented Fill)**											
		2.0	875.0	SS 2	89	5-5-6 (11)							
		POORLY GRADED SAND WITH SILT, (SP-SM) brown, fine to medium grained, moist, trace gravel **(Undocumented Fill)**											
		4.0	873.0										
5		POORLY GRADED SAND WITH SILT, (SP-SM) brown to light brown, fine to medium grained, moist, loose, trace gravel (Glacial Outwash)		SS 3	89	3-3-4 (7)			8				
		6.5	870.5										
		POORLY GRADED SAND, (SP) brown, fine to medium grained, moist, loose to medium dense, trace gravel (Glacial Outwash)		SS 4	89	2-2-3 (5)							
10				SS 5	89	5-6-10 (16)							
		10.5	866.5										

Bottom of borehole at 10.5 feet.

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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:

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

19-03 WOOD POND HILLS & CHESTNUT RIDGE

STREET SEGMENT SUMMARIES AND GROUND PENETRATING RADAR (GPR) RESULTS

STREET SEGMENT SUMMARY											GPR Results							
											Pavement			Aggregate			Section	
Street	Segment Description	Length	Width	Curb	2017 Rating	Year Bulit	Maintenance 1	Maintenance 2	Maintenance 3	Maintenance 4	Min	Max	Average	Min	Max	Average	Min	Location
Krypton Street	Sunwood Dr / W EOP	705	31	conc.	3	1992	SC 1 - 1998	SC 2 - 2005			1.6	5.0	2.5	3.8	8.4	5.6	6.03	1121 feet south of Sunwood Drive.
Krypton Street	E EOP / CDS	592	31	conc.	5	1994	SC 1 - 1998	SC 2 - 2005										
146th Avenue	CR 5 / W EOP	355	31	conc.	4	1992	SC 1 - 1998	SC 2 - 2005			*							
146th Avenue	E EOP / Junkite Street	803	31	conc.	4	1993	SC 1 - 1998	SC 2 - 2005										
Helium Street	Sunwood Dr / 146th Ave	855	31	conc.	4	1992	SC 1 - 1998	SC 2 - 2005			1.7	4.2	2.5	1.3	4.4	2.6	3.63	403 feet south of
* GPR Data not available																		
										Project Summary	*1.6*	*5.0*	*2.5*	*1.3*	*8.4*	*4.1*	*3.63*	*403 feet south of Sunwood Drive.*

NOTICE OF PUBLIC HEARING
IMPROVEMENT PROJECT #19-03
WOOD POND HILLS AND CHESTNUT RIDGE
STREET RECONSTRUCTIONS

CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA

TO WHOM IT MAY CONCERN:

Notice is hereby given that the Ramsey City Council will hold a public hearing at 7:00 pm on Tuesday November 13, 2018 in the Ramsey Municipal Center Council Chambers, 7550 Sunwood Drive NW, Ramsey MN. The purpose of the hearing is to consider Improvement Project #19-03 which proposes, bituminous pavement reclamation and paving, drainage, and miscellaneous appurtenant improvements to 146th Avenue from Nowthen Boulevard to Junkite Street, Helium Street from Sunwood Drive to 146th Avenue, and Krypton Street from Sunwood Drive to its south termini cul-de-sac.

Properties abutting the improved streets are proposed to be assessed per Minnesota Statutes, Sections 429.011 to 429.111, Chapter 8 of the Ramsey City Charter, and the City's adopted Special Assessments Policy. The total estimated cost of the above described project is $372,236.52. A reasonable estimate of the impact of the assessment, preliminarily proposed at $1,303.70 per benefitting property to be assessed over ten years with interest at two-percent above the bond interest rate, will be available at the hearing.

Written comments are welcome and shall be addressed to the Ramsey City Council, 7550 Sunwood Drive NW, Ramsey, MN 55303. Written comments will be received at the above address until 4:30 pm on November 13, 2018. All interested persons are invited to attend the hearing and comment on the proposed improvement project. Questions on the project and proposed assessments may be directed to City Engineer, Bruce Westby, at 763-433-9825.

The City of Ramsey complies with the Americans With Disabilities Act and upon advance request, information will be provided in an alternative form and interpreters will be available. Any person with such a request should contact Marsha Weidner at 763-433-9839 by 4:30 pm on Tuesday, November 13, 2018. A TDD machine is available at the Ramsey Municipal Center; the number is 763-427-8591.

Bruce Westby, City Engineer

Dates published: October 26 and November 2, 2018

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: 11/13/2018

By: Tim Gladhill, Community Development

Information

Title:

Adopt Resolution #18-236 Approving Final Plans and Specifications, Authorizing Advertisement for Bids, and Approving Development Agreement for Lazydays RV Expansion.

Purpose/Background:

This case is a placeholder. This case will be updated with final documents on Friday, November 9.

The purpose of this case is to approve the following:

- Site Plan for Private Improvements
- Development Agreement for Private Improvements
- Plans and Specifications for Water and Sanitary Sewer Extensions
- Assessment Agreement for Sanitary Sewer Extension

Lazydays RV has purchased the former Shorewood RV located at 8390 Highway 10. Lazydays RV proposes to constuct a new 28,000 square foot service center on the south side of Riverdale Drive. Preliminary Site Plan Approval has been granted. Staff is seeking approval on revised plan sheets.

Staff will add the Development Agreement and Assessment Agreement on Friday, November 9 after verifying agreement with the Developer. If an agreement is not reached, this case will be pulled from the agenda.

Notification:

Notification is not required.

Observations/Alternatives:

Prelminary Approval was granted contingent upon finalizing utility plans. Utilities must be extended from Armstrong Boulevard to the east of the site. Originally, the Developer proposed to install these utilities and seek reimbursement over time. However, the original estimated cost from the Developer's Design Team was much lower. After extensive discussions, Staff believes that the City is best protect by installing these utilities and recouping costs through our standard process and avoiding a Reimbursement Agreement with the Developer.

Below are important definition of utility extensions to frame this case.

Trunk Utility. A Trunk Utility is a utility that is 'oversized' to accomodate multiple areas of development. This is the main artery of the utility. The most common trunk utilities are water and sanitary sewer. These trunk systems are typically constructed by the City, paid for by Trunk Fees paid for by new development. When the City constructs these utilities, it is not considered a subsidy or assistance to a project, as the funding was paid for by Developer Trunk Fees.

Lateral Utility. A Lateral Utility is a utility design to service an individual development. It is not part of the City's

Trunk System, and therefore Trunk Fees are not utilized to pay for these invididual services. These improvements are typically installed by the Developer. However, depending on the complexity or scope of the Development, the City may choose to construct these improvements and assess the costs back to the benefitting properties.

Water Trunk Extension

The water service line planned for Riverdale Drive is part of the City's Trunk Water System. Therefore, the obligation for cost of installation is ultimately the City, funded by Trunk Fee Payments by new developments. Lazydays RV is responsible for Water Trunk Fee Payment based on acreage of the site.

This Water Trunk Line will benefit and is necessary for approximately 200 acres of developable area west of Llama Street in addition to the Lazydays RV site. Costs of this line will be reimbursed over time through future Trunk Fee payments. There are sufficient funds in the Water Enterprise Fund to complete this project as well as additional projects throughout the community. The Water Utility Working Capital Balance is $22M.

The Water Trunk System is a pressurized system, which allows the City to direct piping generally in any direction. This statement is offered to explain differences in the Water Trunk and Sanitary Sewer Trunk Systems explained later in this report. For flow and redunancy, water lines are typically 'looped' to avoid dead-end runs.

As a reminder, since the Trunk System is funded through Trunk Fee Payments for new development, this is not a subsidy to the Development. The costs of the improvement is approximately $260,000. Improvements over $175,000 must be competitively bid per Minnesota Statute.

Sanitary Sewer Lateral Extension

The Sanitary Sewer Line planned for Riverdale Drive will only primarily benefit Lazydays RV. This is due to topography, slope, and depth. Unlike the water system, the sanitary system relys on unpressurized gravity flow. When the system runs out of slope, it must lift the wastewater and send through a pressurized forcemain. Due to topography and depth of the existing system, the sanitary sewer line in Riverdale Drive does not qualify for a Trunk Line, as it cannot serve a broader area of the community.

However, one other parcel along Riverdale Drive would benefit, and is dependent upon this extension. Anoka County acquired 8175 Riverdale Drive for purposes of the Armstrong Boulevard Interchange. This interchange design was able to preserve the building itself, but resulted in the partial removal of the drainfield for the private septic system. In order to make functional use of this building, connection to the sanitary sewer extension is required. Additionally, there is a developable parcel on the south side of Riverdale Drive that would benefit from this sewer extension.

Since the City is proposed to construct the Water Trunk Line in the same location as the Sanitary Sewer Lateral Line, Staff recommends that the City construct both lines. Staff would recommend that Lazydays RV only be responsible for 2/3 the cost of this line, as one 0.75 acre parcel and one 1 acre parcel would benefit from the extension. Lazydays RV will pay their share up front (previously proposed to be assessed). The City could recoup its share through the connections of the additional benefitting properties at time of connection. The City could fund this cost through the Sanitary Sewer Enterprise Fund. The Sanitary Sewer Working Capital Balance is $12.5M.

Lazydays RV has now offered to pay their share of this cost up front, as opposed to assessing its share of the costs. The City's share of the project is for other benefitting properties and is planned to be paid for by future connection fees, and thus not a business subsidy. The cost of this improvement is estimated at $98,000 ($65,333 = Lazydays RV; $32,667 = City/reimbursed with future connection).

Requirement for Competitive Bid

Since the combined project is approximately $360,000, the project must be competitively bid under Minnesota Statutes. This evening, the action will be to simply authorize advertisement for bids. This does not obligate the City to move forward with the project. The City Council would consider authorizing the project in the next 45-60 days

once bids are received. This is similar to the City Road Reconstruction Projects.

Examples of Previous Use

This process was most recently utilized in the Bunker Lake Industrial (PSD, LLC)/Riverstone Addition (Capstone Homes) as it relates to the Bunker Lake Boulevard and Puma Street Improvements.

Funding Source:

The Developer is responsible for all costs associated with the private improvements. The Developer is also responsible for their share of the sanitary sewer lateral line. The costs of the sanitary sewer lateral will be fronted by the City (from the Sanitary Sewer Fund) and repaid back over a period of ten years through an Assessment Agreement, plus interest.

The City is responsible for the costs associated with the Water Trunk Line. The Water Trunk Line is funded by Water Trunk Fee Payments from new development, including Lazydays RV.

Recommendation:

Staff recommends that the City Council adopt #18-236.

Action:

Motion to adopt Resolution #18-236 approving final plans and specifications, authorize the City to advertise for bids for utility extensions, and approve the Development Agreement related to the Lazydays RV expansion.

Attachments

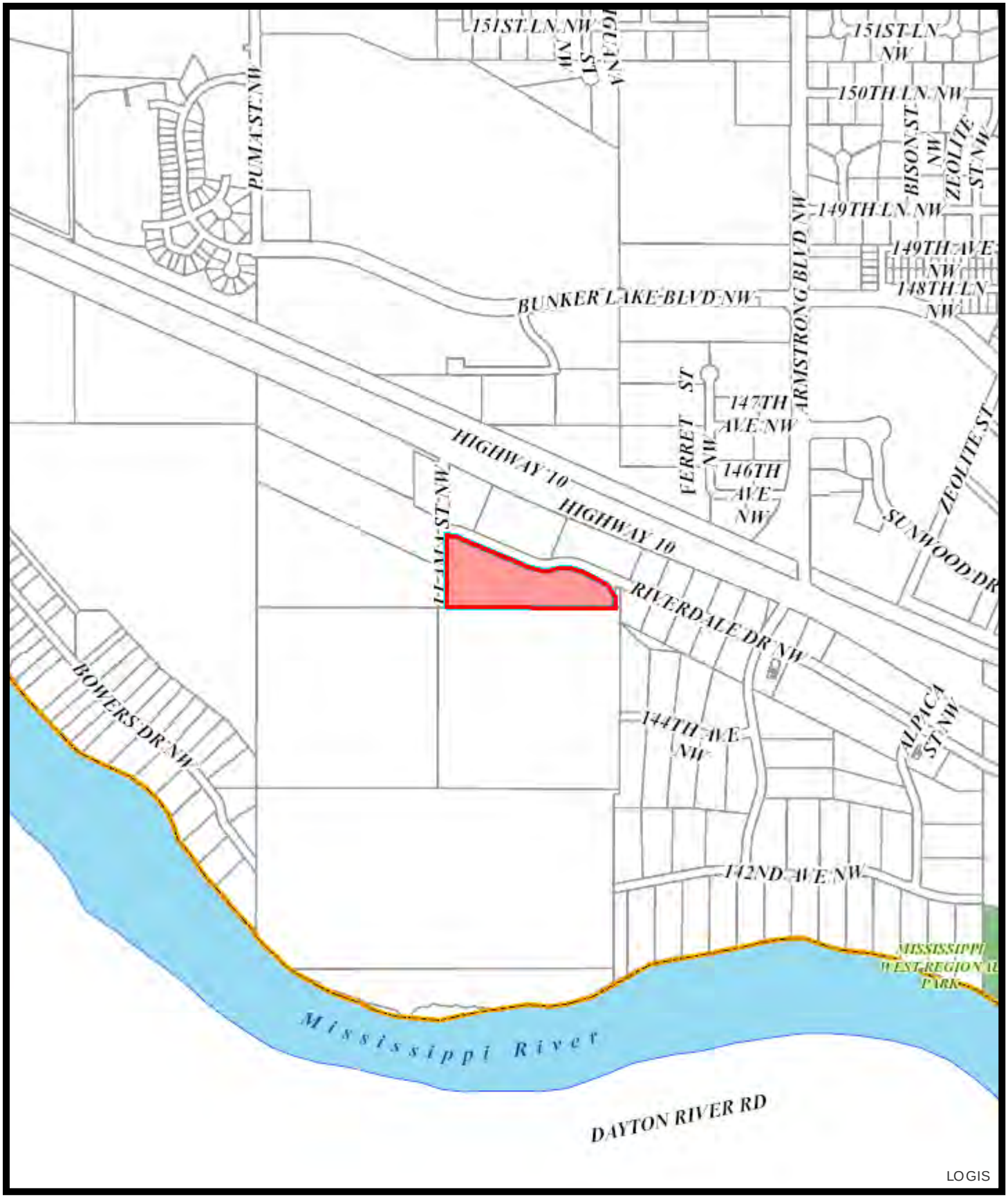
Site Location Map
Plan Set
Development Agreement
Resolution #18-236

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	11/08/2018 03:38 PM
Form Started By: Tim Gladhill		Started On: 11/08/2018 01:48 PM
Final Approval Date: 11/08/2018		

29-32-25-13-0007

Site Location Map



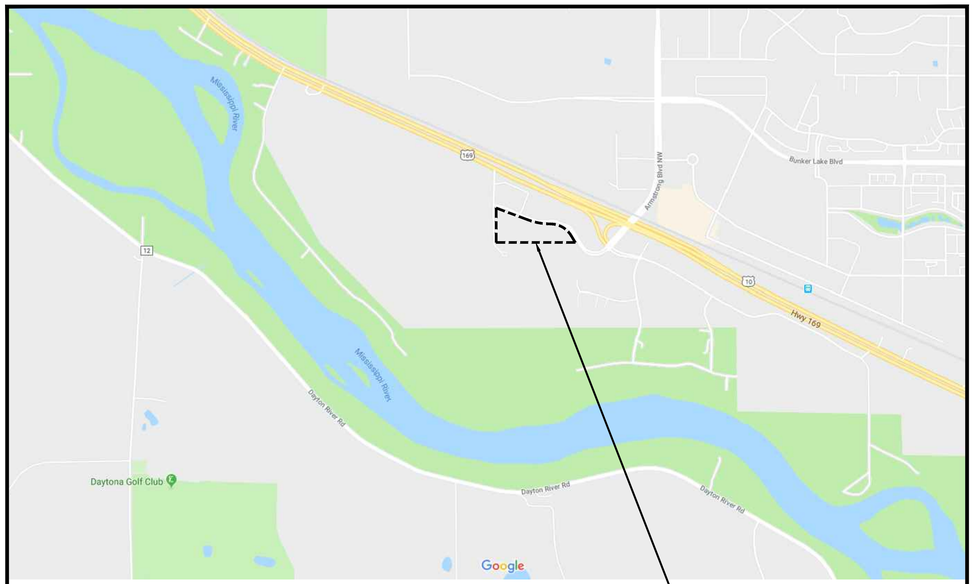
Feet
0 237.5 475 950 1,425 1,900

Print Date: July 12, 2018

LAZYDAYS OF MINNEAPOLIS

RAMSEY, MINNESOTA

ISSUED FOR: WATERSHED SUBMITTAL



SITE LOCATION MAP

ARCHITECT

LAMPERT ARCHITECTS
420 SUMMIT AVENUE
ST. PAUL, MN 55102
763-755-1211

DEVELOPER / PROPERTY OWNER:

LAZYDAYS OF MINEAPOLIS
8390 HIGHWAY 10 NW
ANOKA, MN 55303

ENGINEER / LANDSCAPE ARCHITECT:

CIVIL SITE GROUP
4931 W 35TH STREET
SUITE 200
ST LOUIS PARK, MN 55416
612-615-0060

SURVEYOR:

CIVIL SITE GROUP
4931 W 35TH STREET
SUITE 200
ST LOUIS PARK, MN 55416
612-615-0060

GEOTECHNICAL ENGINEER:

PARTNER ENGINEERING AND SCIENCE
2154 TORRANCE BOULEVARD
SUITE 200
TORRANCE, CA 90501

MASTER LEGEND:

1125	EX. 1' CONTOUR ELEVATION INTERVAL
×1137.12	EXISTING SPOT GRADE ELEVATION
1137	1.0' CONTOUR ELEVATION INTERVAL
41.26	SPOT GRADE ELEVATION (GUTTER/FLOW LINE UNLESS OTHERWISE NOTED)
891.00 G	SPOT GRADE ELEVATION TOP OF CURB (GUTTER TOP)
891.00 TC	SPOT GRADE ELEVATION TOP OF WALL
891.00 BS/TS	SPOT GRADE ELEVATION BOTTOM OF WALL
	DRAINAGE ARROW
EOF=1135.52	EMERGENCY OVERFLOW
	SILT FENCE / BIOROLL - GRADING LIMIT
	INLET PROTECTION
	STABILIZED CONSTRUCTION ENTRANCE
SB-1	SOIL BORING LOCATION
10	CURB AND GUTTER (T.O = TIP OUT)

	PROPOSED MANHOLE STORM
	PROPOSED CATCH BASIN OR CATCH BASIN MANHOLE STORM
	PROPOSED GATE VALVE
	PROPOSED FIRE HYDRANT
	PROPOSED MANHOLE SANITARY
	PROPOSED SIGN
	PROPOSED LIGHT
	PROPOSED SANITARY SEWER
	PROPOSED STORM SEWER
	PROPOSED WATER MAIN
	EXISTING SANITARY SEWER
	EXISTING STORM SEWER
	EXISTING WATER MAIN
G	EXISTING GAS MAIN
E	EXISTING UNDERGROUND ELECTRIC
C	EXISTING UNDERGROUND CABLE

EXISTING MANHOLE	EXISTING STOPBOX	EXISTING LIGHT
EXISTING CATCH BASIN	EXISTING GATE VALVE	EXISTING GAS METER
EXISTING HYDRANT	EXISTING ELECTRIC BOX	EXISTING GAS VALVE

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WWW.GOPHERSTATEONECALL.ORG
(800) 252-1166 TOLL FREE
(651) 454-0002 LOCAL

SHEET INDEX

SHEET NUMBER	SHEET TITLE
C0.0	TITLE SHEET
V1.0	SITE SURVEY
V2.0	FINAL PLAT
C1.0	REMOVALS PLAN
C1.1	TREE PRESERVATION PLAN
C2.0	OVERALL SITE PLAN
C2.1	SITE PLAN
C3.0	GRADING PLAN
C4.0	ON-SITE UTILITY PLAN
C4.1	UTILITY EXTENSION - OVERALL
C4.2	WATERMAIN AND SANITARY SEWER - STA 00+00 TO STA 08+21
C4.3	WATERMAIN AND SANITARY SEWER - STA 08+21 TO STA 13+50
C4.4	WATERMAIN AND SANITARY SEWER - STA 13+50 TO STA 18+72
C4.5	WATERMAIN AND SANITARY SEWER - STA 18+72 TO STA 27+21
L1.0	LANDSCAPE PLAN
C5.0	DETAILS
C5.1	DETAILS
LT1.0	PHOTOMETRIC PLAN
LT1.1	PHOTOMETRIC PLAN DETAILS
SW1.0	SWPPP - EXISTING CONDITIONS
SW1.1	SWPPP - PROPOSED CONDITIONS
SW1.2	SWPPP - DETAILS
SW1.3	SWPPP - NARRATIVE
SW1.4	SWPPP - ATTACHMENTS
SW1.5	SWPPP - ATTACHMENTS

CivilSite GROUP
Civil Engineering • Surveying • Landscape Architecture
4931 W. 35th Street, Suite 200
St. Louis Park, MN 55416
civilsitegroup.com 612-615-0060

Lazydays RV
THE RV AUTHORITY

PROJECT

LAZYDAYS OF RAMSEY

RIVERDALE DRIVE NW., RAMSEY, MN

LAZYDAYS OF RAMSEY

8390 HIGHWAY 10 NW, ANOKA, MN 55303

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.

Matthew R. Pavek
DATE 09/10/18 LICENSE NO. 44263

ISSUE/SUBMITTAL SUMMARY

DATE	DESCRIPTION
07/09/18	CITY SUBMITTAL
09/10/18	CITY RESUBMITTAL
09/19/18	COUNTY TECHNICAL REVIEW
10/19/18	CITY RESUBMITTAL
10/22/18	CITY RESUBMITTAL

REVISION SUMMARY

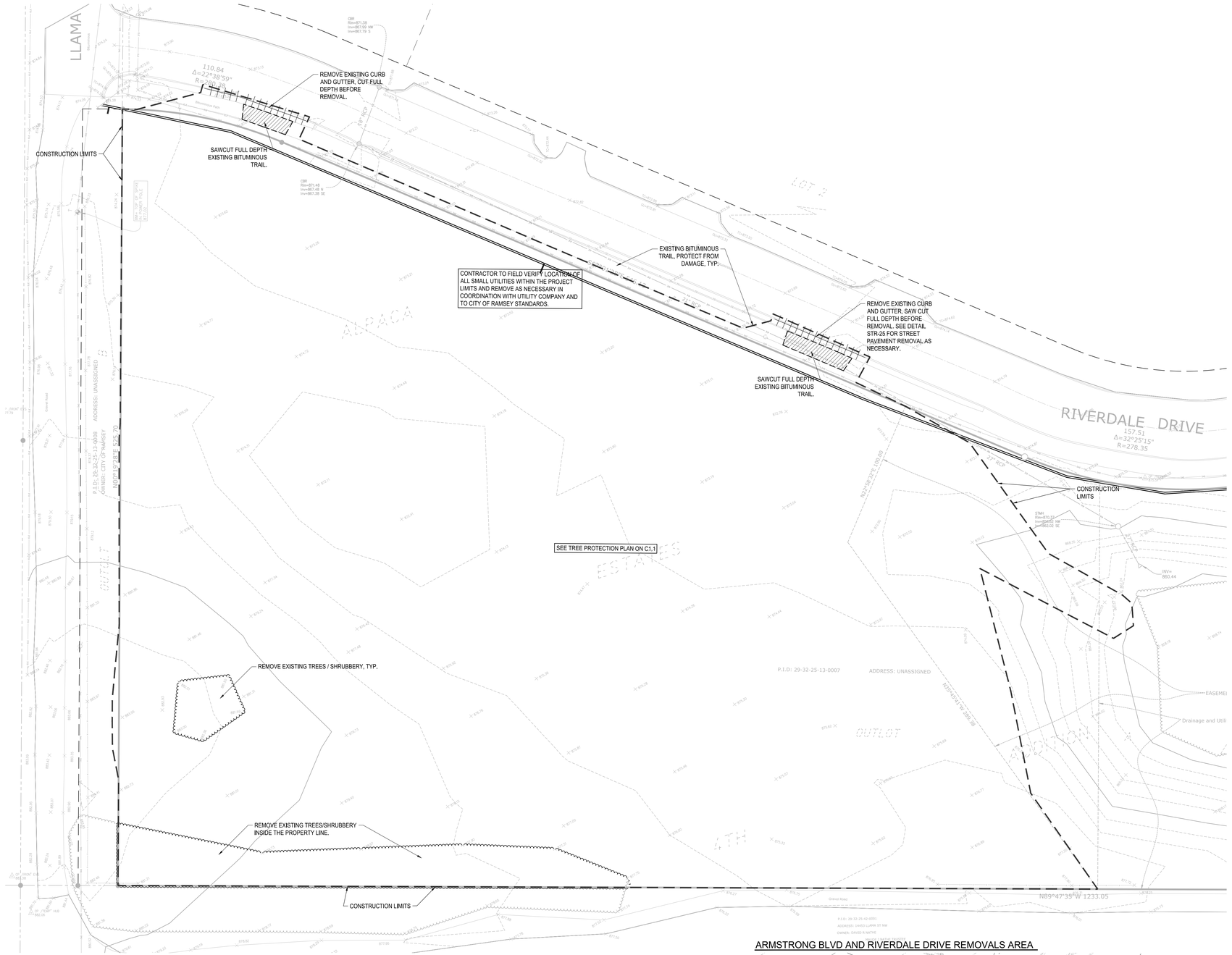
DATE	DESCRIPTION

PROJECT NUMBER: 18213

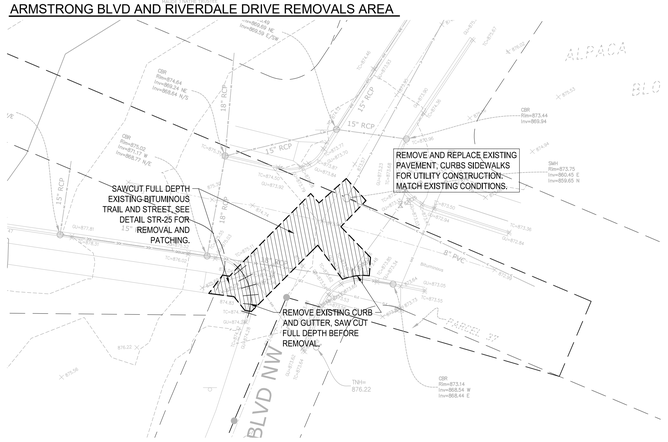
TITLE SHEET

C0.0

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ARMSTRONG BLVD AND RIVERDALE DRIVE REMOVALS AREA



CITY OF RAMSEY REMOVAL NOTES:

1. RESERVED FOR CITY SPECIFIC REMOVAL NOTES.

REMOVAL NOTES:

1. SEE STORM WATER POLLUTION PREVENTION PLAN (SWPPP) PLAN FOR CONSTRUCTION STORM WATER MANAGEMENT PLAN.
2. REMOVAL OF MATERIALS NOTED ON THE DRAWINGS SHALL BE IN ACCORDANCE WITH MNDOT, STATE AND LOCAL REGULATIONS.
3. REMOVAL OF PRIVATE UTILITIES SHALL BE COORDINATED WITH UTILITY OWNER PRIOR TO CONSTRUCTION ACTIVITIES.
4. EXISTING PAVEMENTS SHALL BE SAWCUT TO FULL DEPTH IN LOCATIONS AS SHOWN ON THE DRAWINGS OR THE NEAREST JOINT FOR PROPOSED PAVEMENT CONNECTIONS.
5. REMOVED MATERIALS SHALL BE DISPOSED OF TO A LEGAL OFF-SITE LOCATION AND IN ACCORDANCE WITH STATE AND LOCAL REGULATIONS.
6. ABANDON, REMOVAL, CONNECTION, AND PROTECTION NOTES SHOWN ON THE DRAWINGS ARE APPROXIMATE. COORDINATE WITH PROPOSED PLANS.
7. EXISTING ON-SITE FEATURES NOT NOTED FOR REMOVAL SHALL BE PROTECTED THROUGHOUT THE DURATION OF THE CONTRACT.
8. PROPERTY LINES SHALL BE CONSIDERED GENERAL CONSTRUCTION LIMITS UNLESS OTHERWISE NOTED ON THE DRAWINGS. WORK WITHIN THE GENERAL CONSTRUCTION LIMITS SHALL INCLUDE STAGING, DEMOLITION AND CLEAN-UP OPERATIONS AS WELL AS CONSTRUCTION SHOWN ON THE DRAWINGS.
9. WORK IS NOT PERMITTED ON ADJACENT PROPERTIES WITHOUT PROPERTY OWNER CONSENT AND ENTRY AGREEMENT.
10. DAMAGE BEYOND THE PROPERTY LIMITS CAUSED BY CONSTRUCTION ACTIVITY SHALL BE REPAIRED IN A MANNER APPROVED BY THE ENGINEER/LANDSCAPE ARCHITECT OR IN ACCORDANCE WITH THE CITY.
11. PROPOSED WORK (BUILDING AND CIVIL) SHALL NOT DISTURB EXISTING UTILITIES UNLESS OTHERWISE SHOWN ON THE DRAWINGS AND APPROVED BY THE CITY PRIOR TO CONSTRUCTION.
12. SITE SECURITY MAY BE NECESSARY AND PROVIDED IN A MANNER TO PROHIBIT VANDALISM, AND THEFT, DURING AND AFTER NORMAL WORK HOURS, THROUGHOUT THE DURATION OF THE CONTRACT. SECURITY MATERIALS SHALL BE IN ACCORDANCE WITH THE CITY.
13. VEHICULAR ACCESS TO THE SITE SHALL BE MAINTAINED FOR DELIVERY AND INSPECTION ACCESS DURING NORMAL OPERATING HOURS. AT NO POINT THROUGHOUT THE DURATION OF THE CONTRACT SHALL CIRCULATION OF ADJACENT STREETS BE BLOCKED WITHOUT APPROVAL BY THE CITY PRIOR TO CONSTRUCTION ACTIVITIES.
14. ALL TRAFFIC CONTROLS SHALL BE PROVIDED AND ESTABLISHED PER THE REQUIREMENTS OF THE MINNESOTA MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES (MMUTCD) AND THE CITY. THIS SHALL INCLUDE, BUT NOT BE LIMITED TO, SIGNAGE, BARRICADES, FLASHERS, AND FLAGGERS AS NEEDED. ALL PUBLIC STREETS SHALL REMAIN OPEN TO TRAFFIC AT ALL TIMES. NO ROAD CLOSURES SHALL BE PERMITTED WITHOUT APPROVAL BY THE CITY.
15. SHORING FOR BUILDING EXCAVATION MAY BE USED AT THE DISCRETION OF THE CONTRACTOR AND AS APPROVED BY THE OWNERS REPRESENTATIVE AND THE CITY PRIOR TO CONSTRUCTION ACTIVITIES.
16. STAGING, DEMOLITION, AND CLEAN-UP AREAS SHALL BE WITHIN THE PROPERTY LIMITS AS SHOWN ON THE DRAWINGS AND MAINTAINED IN A MANNER AS REQUIRED BY THE CITY.

EROSION CONTROL NOTES:

SEE SWPPP ON SHEETS SW1.0-SW1.5

OWNER, DEVELOPER, CONTRACTOR SIGNED STATEMENT

ALL CLEARING, GRADING, CONSTRUCTION OR DEVELOPMENT WILL BE DONE PURSUANT TO THE PLAN. SINGED BY PARTIES BELOW:

OWNER: _____

DEVELOPER: _____

CONTRACTOR: _____

OWNER INFORMATION

OWNER: LAZYDAYS OF MINNEAPOLIS
8390 HIGHWAY 10 NW
ANOKA, MN 55303

REMOVALS LEGEND:

- EX. 1' CONTOUR ELEVATION INTERVAL
- REMOVAL OF PAVEMENT AND ALL BASE MATERIAL, INCLUDING BIT., CONC., AND GRAVEL PVMTS.
- REMOVE CURB AND GUTTER. IF IN RIGHT-OF-WAY, COORDINATE WITH LOCAL GOVERNING UNIT.
- CONSTRUCTION LIMITS
- TREE PROTECTION FENCING
- TREE REMOVAL - INCLUDING ROOTS AND STUMPS
- TREE REMOVAL - REMOVE ALL, INCLUDING ROOTS AND STUMPS INSIDE CLOUDED AREA

GOPHER STATE ONE CALL
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(800) 252-1166 TOLL FREE
(651) 454-0002 LOCAL

1" = 30'-0"
15'-0" 0 30'-0"

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St. Louis Park, MN 55416
civilsitegroup.com 612-615-0060

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THE RV AUTHORITY

PROJECT
LAZYDAYS OF RAMSEY
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10/22/18	CITY RESUBMITTAL

REVISION SUMMARY

DATE	DESCRIPTION

PROJECT NUMBER: 18213

REMOVALS PLAN

C1.0

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TREE SURVEY:

ON-SITE TREE INVENTORY

	TREE TAG NO.	SPECIES	TRUNK SIZES 1	2	3	TYPE[1]	REMOVED	SIGNIF.[2]
	1702	ELM	6			D		
	1711	OAK	4			D	X	X
	1720	OAK	4			D	X	X
	1723	OAK	4			D	X	X
	1725	PINE	4			C	X	X
	1726	SPRUCE	4			C	X	X
③	1727	PINE	4			C	X	X
③	1728	PINE	4			C	X	X
③	1729	PINE	4			C		X
③	1730	PINE	4			C	X	X
	1716	SPRUCE	4			C		X
	1739	CEDAR	4			C		X
	1744	CEDAR	4			C		X
	1752	CEDAR	4			C		X
	1753	CEDAR	4			C		X
	1758	CEDAR	4			C		X

OFF-SITE TREES INVENTORIED

③	1727	PINE	4
③	1728	PINE	4
③	1729	PINE	4
③	1730	PINE	4

	NUMBER	CAL. INCHES
SIGNIFICANT TREES ON-SITE	11	44
TOTAL ON-SITE	12	50
SIGNIFICANT REMOVED	8	32
SIGNIFICANT PRESERVED	7	28
ALLOWABLE TREE REMOVAL (30%)	3.6	15
EXCESS TREE REMOVALS	4.4	17

TREE REPLACEMENT REQUIREMENT:

FOR EVERY ONE SIGNIFICANT TREE INCH THAT IS REMOVED IN EXCESS OF THE REMOVAL THRESHOLD, THE DEVELOPER SHALL REPLANT 1.25 INCHES (DIAMETER) OF NEW TREES.

TREE REPLACEMENTS REQUIRED:	8.5	21.25

REMOVALS LEGEND:

- 1125 — EX. 1' CONTOUR ELEVATION INTERVAL
- REMOVAL OF PAVEMENT AND ALL BASE MATERIAL, INCLUDING BIT., CONC., AND GRAVEL PVMTS.
- REMOVAL OF STRUCTURE INCLUDING ALL FOOTINGS AND FOUNDATIONS.
- REMOVE CURB AND GUTTER. IF IN RIGHT-OF-WAY, COORDINATE WITH LOCAL GOVERNING UNIT.
- TREE PROTECTION FENCING
- TREE REMOVAL - INCLUDING ROOTS AND STUMPS
- CONSTRUCTION LIMITS

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N

1" = 40'-0"
20'-0" 0 40'-0"

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Lazydays RV
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PROJECT

LAZYDAYS OF RAMSEY

RIVERDALE DRIVE NW., RAMSEY, MN

LAZYDAYS OF RAMSEY
8390 HIGHWAY 10 NW, ANOKA, MN 55303

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.

Matthew R. Pavek
DATE 09/10/18 LICENSE NO. 44263

ISSUE/SUBMITTAL SUMMARY

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10/19/18	CITY RESUBMITTAL
10/22/18	CITY RESUBMITTAL

REVISION SUMMARY

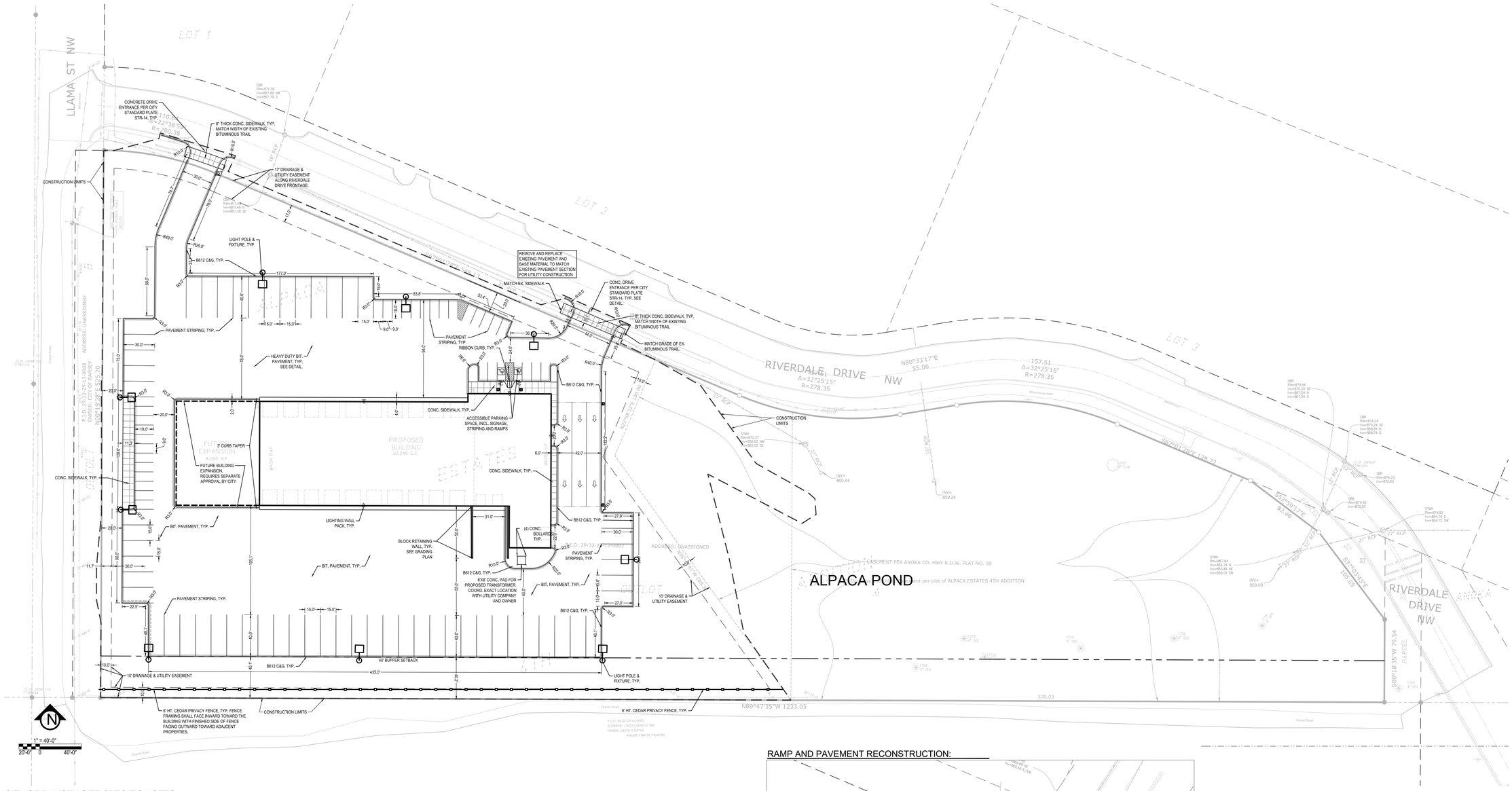
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TREE PRESERVATION PLAN

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CITY OF RAMSEY SITE SPECIFIC NOTES:

1. RESERVED FOR CITY SPECIFIC NOTES.

SITE AREA TABLE:

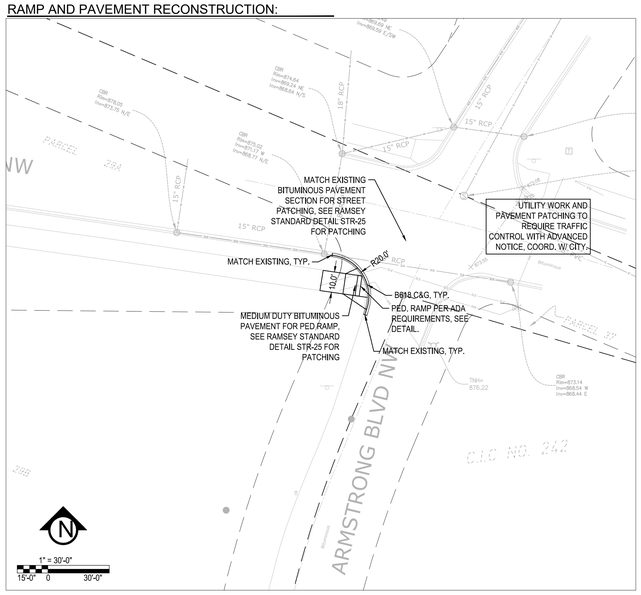
SITE AREA CALCULATIONS

	EXISTING CONDITION		PROPOSED CONDITION	
BUILDING COVERAGE	0 SF	0.0%	30,240 SF	12.6%
ALL PAVEMENTS	0 SF	0.0%	127,368 SF	52.9%
ALL NON-PAVEMENTS	240,800 SF	100.0%	83,192 SF	34.5%
TOTAL SITE AREA	240,800 SF	100.0%	240,800 SF	100.0%
IMPERVIOUS SURFACE				
EXISTING CONDITION	0 SF	0.0%		
PROPOSED CONDITION	157,608 SF	65.5%		
DIFFERENCE (EX. VS PROP.)	157,608 SF	65.5%		

SITE LAYOUT NOTES:

1. CONTRACTOR SHALL VERIFY LOCATIONS AND LAYOUT OF ALL SITE ELEMENTS PRIOR TO BEGINNING CONSTRUCTION, INCLUDING BUT NOT LIMITED TO, LOCATIONS OF EXISTING AND PROPOSED PROPERTY LINES, EASEMENTS, SETBACKS, UTILITIES, BUILDINGS AND PAVEMENTS. CONTRACTOR IS RESPONSIBLE FOR FINAL LOCATIONS OF ALL ELEMENTS FOR THE SITE. ANY REVISIONS REQUIRED AFTER COMMENCEMENT OF CONSTRUCTION, DUE TO LOCATIONAL ADJUSTMENTS SHALL BE CORRECTED AT NO ADDITIONAL COST TO OWNER. ADJUSTMENTS TO THE LAYOUT SHALL BE APPROVED BY THE ENGINEER/LANDSCAPE ARCHITECT PRIOR TO INSTALLATION OF MATERIALS. STAKE LAYOUT FOR APPROVAL.
2. THE CONTRACTOR SHALL OBTAIN ALL NECESSARY PERMITS PRIOR TO CONSTRUCTION, INCLUDING A RIGHT-OF-WAY AND STREET OPENING PERMIT.
3. THE CONTRACTOR SHALL VERIFY RECOMMENDATIONS NOTED IN THE GEO TECHNICAL REPORT PRIOR TO INSTALLATION OF SITE IMPROVEMENT MATERIALS.
4. CONTRACTOR SHALL FIELD VERIFY COORDINATES AND LOCATION DIMENSIONS OF THE BUILDING AND STAKE FOR REVIEW AND APPROVAL BY THE OWNERS REPRESENTATIVE PRIOR TO INSTALLATION OF FOOTING MATERIALS.
5. LOCATIONS OF STRUCTURES, ROADWAY PAVEMENTS, CURBS AND GUTTERS, BOLLARDS, AND WALKS ARE APPROXIMATE AND SHALL BE STAKED IN THE FIELD, PRIOR TO INSTALLATION, FOR REVIEW AND APPROVAL BY THE ENGINEER/LANDSCAPE ARCHITECT.
6. CURB DIMENSIONS SHOWN ARE TO FACE OF CURB. BUILDING DIMENSIONS ARE TO FACE OF CONCRETE FOUNDATION. LOCATION OF BUILDING IS TO BUILDING FOUNDATION AND SHALL BE AS SHOWN ON THE DRAWINGS.
7. THE CONTRACTOR SHALL SUBMIT SHOP DRAWINGS OR SAMPLES AS SPECIFIED FOR REVIEW AND APPROVAL BY THE ENGINEER/LANDSCAPE ARCHITECT PRIOR TO FABRICATION FOR ALL PREFABRICATED SITE IMPROVEMENT MATERIALS SUCH AS, BUT NOT LIMITED TO THE FOLLOWING, FURNISHINGS, PAVEMENTS, WALLS, RAILINGS, BENCHES, FLAGPOLES, LANDING PADS FOR CURB RAMPS, AND LIGHT AND POLES. THE OWNER RESERVES THE RIGHT TO REJECT INSTALLED MATERIALS NOT PREVIOUSLY APPROVED.
8. PEDESTRIAN CURB RAMPS SHALL BE CONSTRUCTED WITH TRUNCATED DOME LANDING AREAS IN ACCORDANCE WITH A.D.A. REQUIREMENTS-SEE DETAIL.
9. SEE SITE PLAN FOR CURB AND GUTTER TYPE. TAPER BETWEEN CURB TYPES-SEE DETAIL.
10. ALL CURB RADII ARE MINIMUM 3' UNLESS OTHERWISE NOTED.
11. CONTRACTOR SHALL REFER TO FINAL PLAT FOR LOT BOUNDARIES, NUMBERS, AREAS AND DIMENSIONS PRIOR TO SITE IMPROVEMENTS.
12. FIELD VERIFY ALL EXISTING SITE CONDITIONS, DIMENSIONS.
13. PARKING IS TO BE SET PARALLEL OR PERPENDICULAR TO EXISTING BUILDING UNLESS NOTED OTHERWISE.
14. ALL PARKING LOT PAINT STRIPPING TO BE WHITE, 4" WIDE TYP.
15. BITUMINOUS PAVING TO BE "LIGHT DUTY" UNLESS OTHERWISE NOTED. SEE DETAIL SHEETS FOR PAVEMENT SECTIONS.
16. ALL TREES THAT ARE TO REMAIN ARE TO BE PROTECTED FROM DAMAGE WITH A CONSTRUCTION FENCE AT THE DRIP LINE. SEE LANDSCAPE DOCUMENTS.
17. ALL FENCES TO BE LIMITED TO A MAXIMUM OF 8'.

RAMP AND PAVEMENT RECONSTRUCTION:



SITE PLAN LEGEND:

- HEAVY DUTY BITUMINOUS PAVEMENT. SEE DETAILS FOR AGGREGATE BASE & WEAR COURSE DEPTH.
- CONCRETE PAVEMENT AS SPECIFIED (PAD OR WALK) SEE GEOTECHNICAL REPORT FOR AGGREGATE BASE & CONCRETE DEPTHS. SEE DETAIL.
- PROPERTY LINE
- EASEMENT
- CONSTRUCTION LIMITS
- CURB AND GUTTER (TO=TIP OUT WHERE NOTED)
- CEDAR FENCE
- LIGHT POLE/FIXTURE, SEE PHOTOMETRIC PLAN, LT1.0 & LT1.1.
- TRAFFIC DIRECTIONAL ARROW PAVEMENT MARKINGS
- SIGN AND POST ASSEMBLY. SHOP DRAWINGS REQUIRED. HC = ACCESSIBLE SIGN NP = NO PARKING FIRE LANE ST = STOP CP = COMPACT CAR PARKING ONLY

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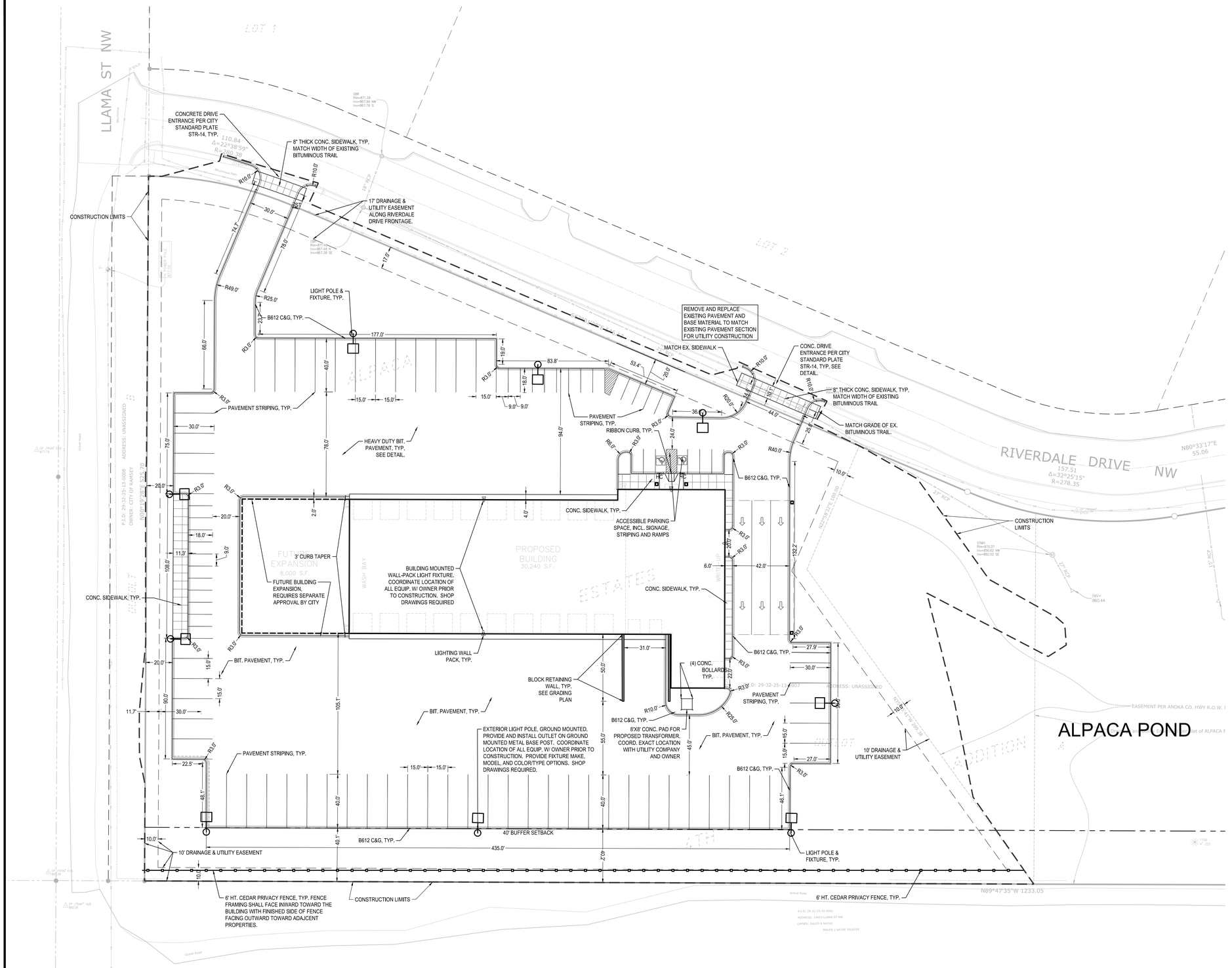
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OVERALL SITE PLAN

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SITE PLAN LEGEND:

- HEAVY DUTY BITUMINOUS PAVEMENT. SEE GEOTECHNICAL REPORT FOR AGGREGATE BASE & WEAR COURSE DEPTH, SEE DETAIL.
- CONCRETE PAVEMENT AS SPECIFIED (PAD OR WALK) SEE GEOTECHNICAL REPORT FOR AGGREGATE BASE & CONCRETE DEPTHS, SEE DETAIL.
- PROPERTY LINE
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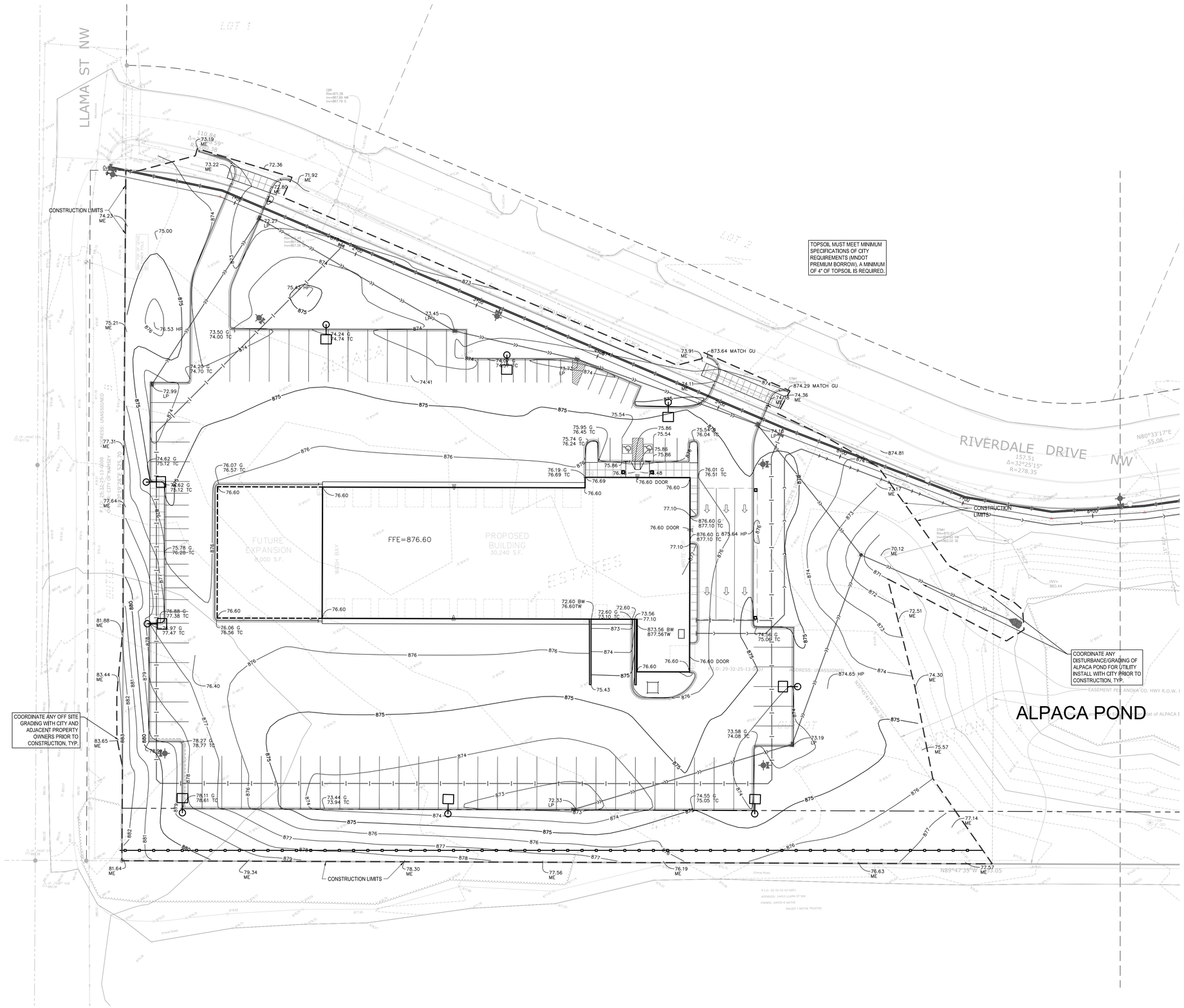
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SITE PLAN

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NON STORM WATER DISCHARGES:

THERE ARE NO KNOWN NON-STORM WATER DISCHARGES ON THE EXISTING SITE AND NONE ARE PROPOSED AS PART OF THIS DEVELOPMENT.

GROUNDWATER STATEMENT:

THIS PROJECT DOES NOT PROPOSE ANY PERMANENT GROUNDWATER DISCHARGE TO THE STORM WATER SYSTEM.

OWNER, DEVELOPER, CONTRACTOR SIGNED STATEMENT

ALL CLEARING, GRADING, CONSTRUCTION OR DEVELOPMENT WILL BE DONE PURSUANT TO THE PLAN. SINGED BY PARTIES BELOW:

OWNER: _____

DEVELOPER: _____

CONTRACTOR: _____

EROSION CONTROL NOTES:

SEE SWPPP ON SHEETS SW1.0-SW1.5

GROUNDWATER INFORMATION:

PER GEOTECHNICAL REPORT BY XXXX., DATED XX-XX-18 GROUNDWATER WAS NOT OBSERVED IN BORINGS.

CITY OF RAMSEY GRADING NOTES:

1. RESERVED FOR CITY SPECIFIC GRADING NOTES.

GENERAL GRADING NOTES:

1. SEE SITE PLAN FOR HORIZONTAL LAYOUT & GENERAL GRADING NOTES.
2. THE CONTRACTOR SHALL COMPLETE THE SITE GRADING CONSTRUCTION (INCLUDING BUT NOT LIMITED TO SITE PREPARATION, SOIL CORRECTION, EXCAVATION, EMBANKMENT, ETC.) IN ACCORDANCE WITH THE REQUIREMENTS OF THE OWNER'S SOILS ENGINEER. ALL SOIL TESTING SHALL BE COMPLETED BY THE OWNER'S SOILS ENGINEER. THE CONTRACTOR SHALL BE RESPONSIBLE FOR COORDINATING ALL REQUIRED SOIL TESTS AND INSPECTIONS WITH THE SOILS ENGINEER.
3. ANY ELEMENTS OF AN EARTH RETENTION SYSTEM AND RELATED EXCAVATIONS THAT FALL WITHIN THE PUBLIC RIGHT OF WAY WILL REQUIRE A "RIGHT OF WAY EXCAVATION PERMIT". CONTRACTOR IS RESPONSIBLE FOR AQUIRING THIS PERMIT PRIOR TO CONSTRUCTION IF APPLICABLE
4. GRADING AND EXCAVATION ACTIVITIES SHALL BE PERFORMED IN ACCORDANCE WITH THE NATIONAL POLLUTION DISCHARGE ELIMINATION SYSTEM (NPDES) PERMIT REQUIREMENTS & PERMIT REQUIREMENTS OF THE CITY.
5. PROPOSED SPOT GRADES ARE FLOW-LINE FINISHED GRADE ELEVATIONS, UNLESS OTHERWISE NOTED.
6. GRADES OF WALKS SHALL BE INSTALLED WITH 5% MAX. LONGITUDINAL SLOPE AND 1% MIN. AND 2% MAX. CROSS SLOPE, UNLESS OTHERWISE NOTED.
7. PROPOSED SLOPES SHALL NOT EXCEED 3:1 UNLESS INDICATED OTHERWISE ON THE DRAWINGS. MAXIMUM SLOPES IN MAINTAINED AREAS IS 4:1
8. PROPOSED RETAINING WALLS, FREESTANDING WALLS, OR COMBINATION OF WALL TYPES GREATER THAN 4' IN HEIGHT SHALL BE DESIGNED AND ENGINEERED BY A REGISTERED RETAINING WALL ENGINEER. DESIGN DRAWINGS SHALL BE SUBMITTED FOR REVIEW AND APPROVAL PRIOR TO CONSTRUCTION.
9. THE CONTRACTOR SHALL BE RESPONSIBLE FOR MAINTENANCE OF GRADE STAKES THROUGHOUT THE DURATION OF CONSTRUCTION TO ESTABLISH PROPER GRADES. THE CONTRACTOR SHALL ALSO BE RESPONSIBLE FOR A FINAL FIELD CHECK OF FINISHED GRADES ACCEPTABLE TO THE ENGINEER/LANDSCAPE ARCHITECT PRIOR TO TOPSOIL AND SODDING ACTIVITIES.
10. IF EXCESS OR SHORTAGE OF SOIL MATERIAL EXISTS, THE CONTRACTOR SHALL TRANSPORT ALL EXCESS SOIL MATERIAL OFF THE SITE TO AN AREA SELECTED BY THE CONTRACTOR, OR IMPORT SUITABLE MATERIAL TO THE SITE.
11. EXCAVATE TOPSOIL FROM AREAS TO BE FURTHER EXCAVATED OR REGRADED AND STOCKPILE IN AREAS DESIGNATED ON THE SITE. THE CONTRACTOR SHALL SALVAGE ENOUGH TOPSOIL FOR RESPREADING ON THE SITE AS SPECIFIED. EXCESS TOPSOIL SHALL BE PLACED IN EMBANKMENT AREAS, OUTSIDE OF BUILDING PADS, ROADWAYS AND PARKING AREAS. THE CONTRACTOR SHALL SUBCUT CUT AREAS, WHERE TURF IS TO BE ESTABLISHED, TO A DEPTH OF 6 INCHES, RESPREAD TOPSOIL IN AREAS WHERE TURF IS TO BE ESTABLISHED TO A MINIMUM DEPTH OF 6 INCHES.
12. FINISHED GRADING SHALL BE COMPLETED. THE CONTRACTOR SHALL UNIFORMLY GRADE AREAS WITHIN LIMITS OF GRADING, INCLUDING ADJACENT TRANSITION AREAS. PROVIDE A SMOOTH FINISHED SURFACE WITHIN SPECIFIED TOLERANCES, WITH UNIFORM LEVELS OR SLOPES BETWEEN POINTS WHERE ELEVATIONS ARE SHOWN, OR BETWEEN SUCH POINTS AND EXISTING GRADES. AREAS THAT HAVE BEEN FINISH GRADED SHALL BE PROTECTED FROM SUBSEQUENT CONSTRUCTION OPERATIONS, TRAFFIC AND EROSION. REPAIR ALL AREAS THAT HAVE BECOME RUTTED BY TRAFFIC OR ERODED BY WATER OR HAS SETTLED BELOW THE CORRECT GRADE. ALL AREAS DISTURBED BY THE CONTRACTOR'S OPERATIONS SHALL BE RESTORED TO EQUAL OR BETTER THAN ORIGINAL CONDITION OR TO THE REQUIREMENTS OF THE NEW WORK.
13. PRIOR TO PLACEMENT OF THE AGGREGATE BASE, A TEST ROLL WILL BE REQUIRED ON THE STREET AND/OR PARKING AREA SUBGRADE. THE CONTRACTOR SHALL PROVIDE A LOADED TANDEM AXLE TRUCK WITH A GROSS WEIGHT OF 25 TONS. THE TEST ROLLING SHALL BE AT THE DIRECTION OF THE SOILS ENGINEER AND SHALL BE COMPLETED IN AREAS AS DIRECTED BY THE SOILS ENGINEER. THE SOILS ENGINEER SHALL DETERMINE WHICH SECTIONS OF THE STREET OR PARKING AREA ARE UNSTABLE. CORRECTION OF THE SUBGRADE SOILS SHALL BE COMPLETED IN ACCORDANCE WITH THE REQUIREMENTS OF THE SOILS ENGINEER. NO TEST ROLL SHALL OCCUR WITHIN 10' OF ANY UNDERGROUND STORM RETENTION/DETENTION SYSTEMS.
14. TOLERANCES
    - 14.1. THE BUILDING SUBGRADE FINISHED SURFACE ELEVATION SHALL NOT VARY BY MORE THAN 0.30 FOOT ABOVE, OR 0.30 FOOT BELOW, THE PRESCRIBED ELEVATION AT ANY POINT WHERE MEASUREMENT IS MADE.
    - 14.2. THE STREET OR PARKING AREA SUBGRADE FINISHED SURFACE ELEVATION SHALL NOT VARY BY MORE THAN 0.05 FOOT ABOVE, OR 0.10 FOOT BELOW, THE PRESCRIBED ELEVATION OF ANY POINT WHERE MEASUREMENT IS MADE.
    - 14.3. AREAS WHICH ARE TO RECEIVE TOPSOIL SHALL BE GRADED TO WITHIN 0.30 FOOT ABOVE OR BELOW THE REQUIRED ELEVATION, UNLESS DIRECTED OTHERWISE BY THE ENGINEER.
    - 14.4. TOPSOIL SHALL BE GRADED TO PLUS OR MINUS 1/2 INCH OF THE SPECIFIED THICKNESS.
15. MAINTENANCE
    - 15.1. THE CONTRACTOR SHALL PROTECT NEWLY GRADED AREAS FROM TRAFFIC AND EROSION, AND KEEP AREA FREE OF TRASH AND DEBRIS.
    - 15.2. CONTRACTOR SHALL REPAIR AND REESTABLISH GRADES IN SETTLED, ERODED AND RUTTED AREAS TO SPECIFIED TOLERANCES. DURING THE CONSTRUCTION, IF REQUIRED, AND DURING THE WARRANTY PERIOD, ERODED AREAS WHERE TURF IS TO BE ESTABLISHED SHALL BE RESEEDED AND MULCHED.
    - 15.3. WHERE COMPLETED COMPACTED AREAS ARE DISTURBED BY SUBSEQUENT CONSTRUCTION OPERATIONS OR ADVERSE WEATHER, CONTRACTOR SHALL SCARIFY, SURFACE, RESHAPE, AND COMPACT TO REQUIRED DENSITY PRIOR TO FURTHER CONSTRUCTION.

GRADING PLAN LEGEND:

1125	EX. 1' CONTOUR ELEVATION INTERVAL
1137	1.0' CONTOUR ELEVATION INTERVAL
891.00	SPOT GRADE ELEVATION BUILDING
891.00 DOOR	SPOT GRADE ELEVATION DOOR
891.00 G	SPOT GRADE ELEVATION GUTTER
891.00 TC	SPOT GRADE ELEVATION TOP OF CURB
891.00 LP	SPOT GRADE ELEVATION LOW POINT
891.00 HP	SPOT GRADE ELEVATION HIGH POINT
891.00 ME	SPOT GRADE ELEVATION MATCH EXISTING
	CONSTRUCTION LIMITS
TO	CURB AND GUTTER (TO=TIP OUT WHERE NOTED)
EOF=1135.52	EMERGENCY OVERFLOW

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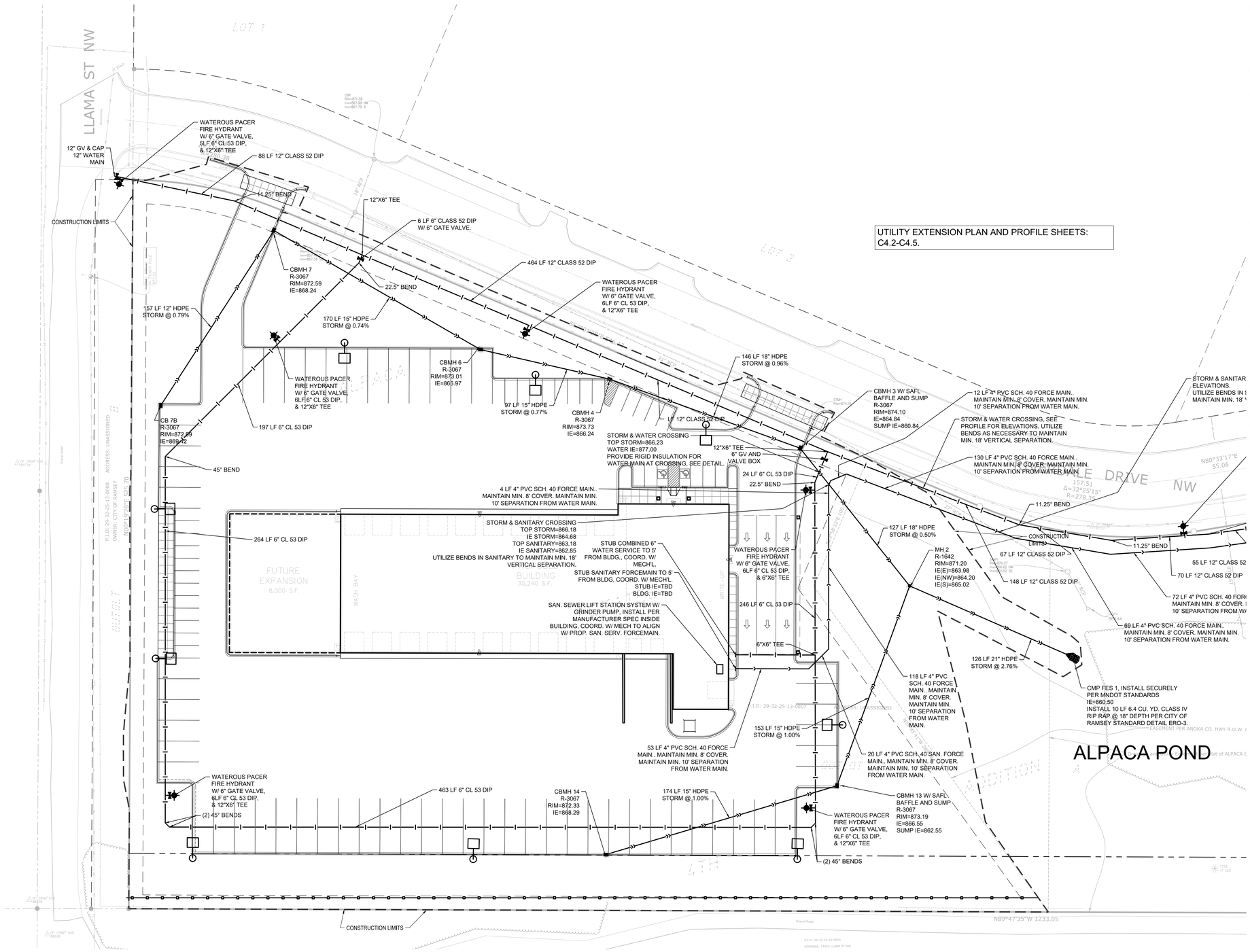
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GRADING PLAN

C3.0

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UTILITY EXTENSION PLAN AND PROFILE SHEETS: C4.2-C4.5.

CITY OF RAMSEY UTILITY NOTES:

GENERAL UTILITY NOTES:

1. SEE SITE PLAN FOR HORIZONTAL DIMENSIONS AND LAYOUT.
2. CONTRACTOR SHALL FIELD VERIFY LOCATION AND ELEVATION OF EXISTING UTILITIES AND TOPOGRAPHIC FEATURES PRIOR TO CONSTRUCTION. THE CONTRACTOR SHALL IMMEDIATELY NOTIFY THE ENGINEER OF DISCREPANCIES OR VARIATIONS FROM THE PLANS.
3. ALL EXISTING UTILITY LOCATIONS SHOWN ARE APPROXIMATE. CONTACT "GOPHER STATE ONE CALL" (651-454-0002 OR 800-252-1166) FOR UTILITY LOCATIONS, 48 HOURS PRIOR TO CONSTRUCTION. THE CONTRACTOR SHALL REPAIR OR REPLACE ANY UTILITIES THAT ARE DAMAGED DURING CONSTRUCTION AT NO COST TO THE OWNER.
4. UTILITY INSTALLATION SHALL CONFORM TO THE CURRENT EDITION OF "STANDARD SPECIFICATIONS FOR WATER MAIN AND SERVICE LINE INSTALLATION" AND "SANITARY SEWER AND STORM SEWER INSTALLATION" AS PREPARED BY THE CITY ENGINEERS ASSOCIATION OF MINNESOTA (CEAM), AND SHALL CONFORM WITH THE REQUIREMENTS OF THE CITY AND THE PROJECT SPECIFICATIONS.
5. CASTINGS SHALL BE SALVAGED FROM STRUCTURE REMOVALS AND RE-USED OR PLACED AT THE DIRECTION OF THE OWNER.
6. ALL WATER PIPE 8" OR GREATER SHALL BE CLASS 52 DUCTILE IRON PIPE (DIP) AWWA C151, ASME B16.4, AWWA C110, AWWA C153 UNLESS OTHERWISE NOTED. ALL WATER PIPE 6" OR LESS SHALL BE CLASS 53.
7. ALL SANITARY SEWER SHALL BE SDR 26 POLYVINYL CHLORIDE (PVC) ASTM D3034 & F679, OR SCH 40 ASTM D1785, 2665, ASTM F794, 1866) UNLESS OTHERWISE NOTED.
8. ALL STORM SEWER PIPE SHALL BE HDPE ASTM F714 & F2306 WITH ASTM D3212 SPEC FITTINGS UNLESS OTHERWISE NOTED.
9. PIPE LENGTHS SHOWN ARE FROM CENTER TO CENTER OF STRUCTURE OR TO END OF FLARED END SECTION.
10. UTILITIES ON THE PLAN ARE SHOWN TO WITHIN 5' OF THE BUILDING FOOTPRINT. THE CONTRACTOR IS ULTIMATELY RESPONSIBLE FOR THE FINAL CONNECTION TO BUILDING LINES. COORDINATE WITH ARCHITECTURAL AND MECHANICAL PLANS.
11. CATCH BASINS AND MANHOLES IN PAVED AREAS SHALL BE SUMPED 0.04 FEET. ALL CATCH BASINS IN GUTTERS SHALL BE SUMPED 0.15 FEET PER DETAILS. RIM ELEVATIONS SHOWN ON THIS PLAN DO NOT REFLECT SUMPED ELEVATIONS.
12. ALL FIRE HYDRANTS SHALL BE LOCATED 5 FEET BEHIND BACK OF CURB UNLESS OTHERWISE NOTED.
13. HYDRANT TYPE, VALVE, AND CONNECTION SHALL BE IN ACCORDANCE WITH CITY REQUIREMENTS. HYDRANT EXTENSIONS ARE INCIDENTAL.
14. A MINIMUM OF 8 FEET OF COVER IS REQUIRED OVER ALL WATERMAIN, UNLESS OTHERWISE NOTED. EXTRA DEPTH MAY BE REQUIRED TO MAINTAIN A MINIMUM OF 18" VERTICAL SEPARATION TO SANITARY OR STORM SEWER LINES. EXTRA DEPTH WATERMAIN IS INCIDENTAL.
15. A MINIMUM OF 18 INCHES OF VERTICAL SEPARATION AND 10 FEET OF HORIZONTAL SEPARATION IS REQUIRED FOR ALL UTILITIES, UNLESS OTHERWISE NOTED.
16. ALL CONNECTIONS TO EXISTING UTILITIES SHALL BE IN ACCORDANCE WITH CITY STANDARDS AND COORDINATED WITH THE CITY PRIOR TO CONSTRUCTION.
17. CONNECTIONS TO EXISTING STRUCUTRES SHALL BE CORE-DRILLED.
18. COORDINATE LOCATIONS AND SIZES OF SERVICE CONNECTIONS WITH THE MECHANICAL DRAWINGS.
19. COORDINATE INSTALLATION AND SCHEDULING OF THE INSTALLATION OF UTILITIES WITH ADJACENT CONTRACTORS AND CITY STAFF.
20. ALL STREET REPAIRS AND PATCHING SHALL BE PERFORMED PER THE REQUIREMENTS OF THE CITY. ALL PAVEMENT CONNECTIONS SHALL BE SAWCUT. ALL TRAFFIC CONTROLS SHALL BE PROVIDED BY THE CONTRACTOR AND SHALL BE ESTABLISHED PER THE REQUIREMENTS OF THE MINNESOTA MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES (MMUTCD) AND THE CITY. THIS SHALL INCLUDE BUT NOT BE LIMITED TO SIGNAGE, BARRICADES, FLASHERS, AND FLAGGERS AS NEEDED. ALL PUBLIC STREETS SHALL BE OPEN TO TRAFFIC AT ALL TIMES. NO ROAD CLOSURES SHALL BE PERMITTED WITHOUT APPROVAL BY THE CITY.
21. ALL STRUCTURES, PUBLIC AND PRIVATE, SHALL BE ADJUSTED TO PROPOSED GRADES WHERE REQUIRED. THE REQUIREMENTS OF ALL OWNERS MUST BE COMPLIED WITH. STRUCTURES BEING RESET TO PAVED AREAS MUST MEET OWNERS REQUIREMENTS FOR TRAFFIC LOADING.
22. CONTRACTOR SHALL CORDINATE ALL WORK WITH PRIVATE UTILITY COMPANIES.
23. CONTRACTOR SHALL COORDINATE CONNECTION OF IRRIGATION SERVICE TO UTILITIES. COORDINATE THE INSTALLATION OF IRRIGATION SLEEVES NECESSARY AS TO NOT IMPACT INSTALLATION OF UTILITIES.
24. CONTRACTOR SHALL MAINTAIN AS-BUILT PLANS THROUGHOUT CONSTRUCTION AND SUBMIT THESE PLANS TO ENGINEER UPON COMPLETION OF WORK.
25. ALL JOINTS AND CONNECTIONS IN STORM SEWER SYSTEM SHALL BE GASTIGHT OR WATERTIGHT. APPROVED RESILIENT RUBBER JOINTS MUST BE USED TO MAKE WATERTIGHT CONNECTIONS TO MANHOLES, CATCHBASINS, OR OTHER STRUCTURES.
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UTILITY LEGEND:

- CATCH BASIN
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- WATER MAIN
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- STORM SEWER
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Lazydays RV
THE RV AUTHORITY

PROJECT
LAZYDAYS OF RAMSEY
RIVERDALE DRIVE NW., RAMSEY, MN

LAZYDAYS OF RAMSEY
8390 HIGHWAY 10 NW, ANOKA, MN 55303

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Matthew R. Pavek
DATE 09/10/18 LICENSE NO. 44263

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REVISION SUMMARY

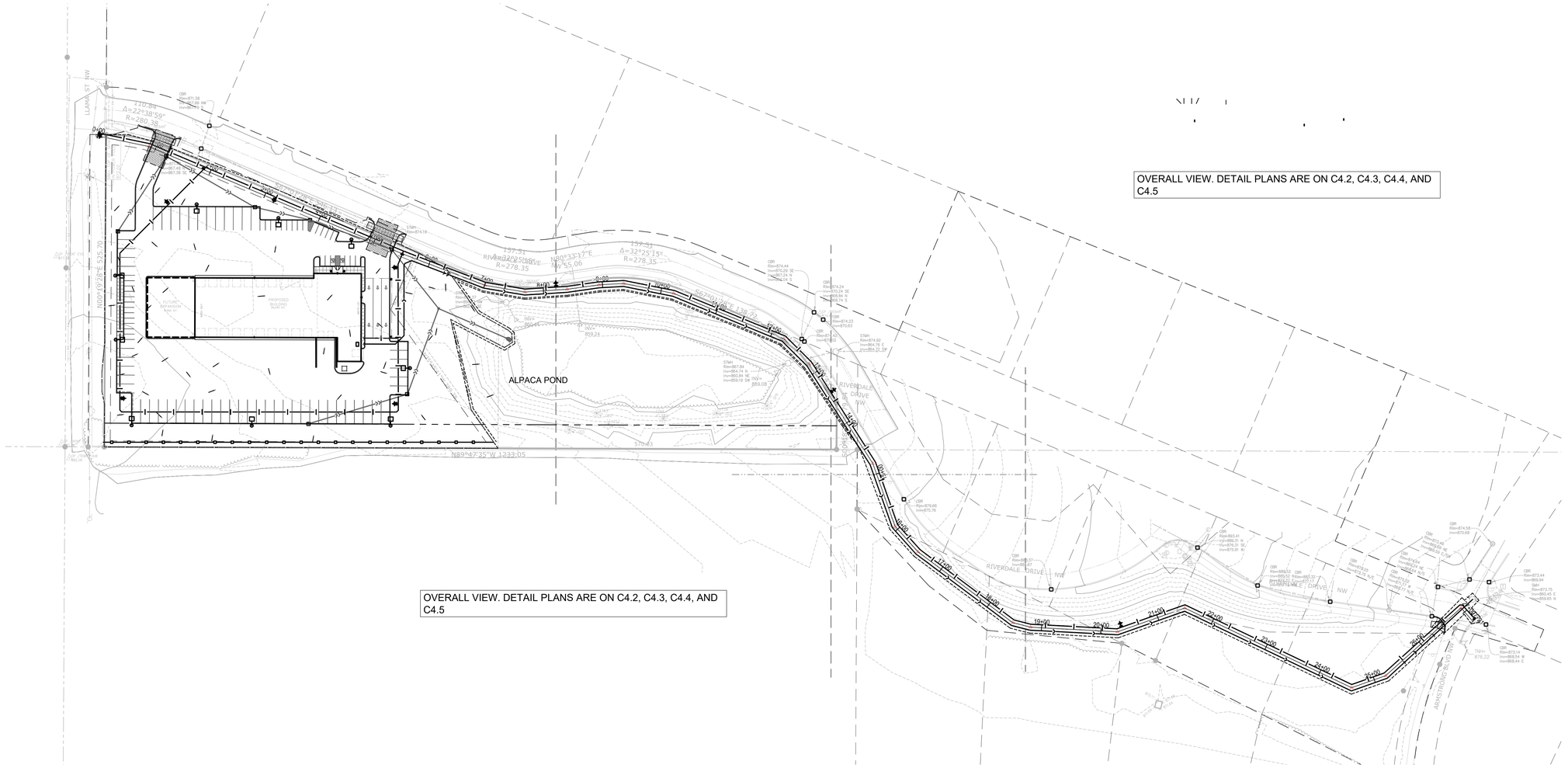
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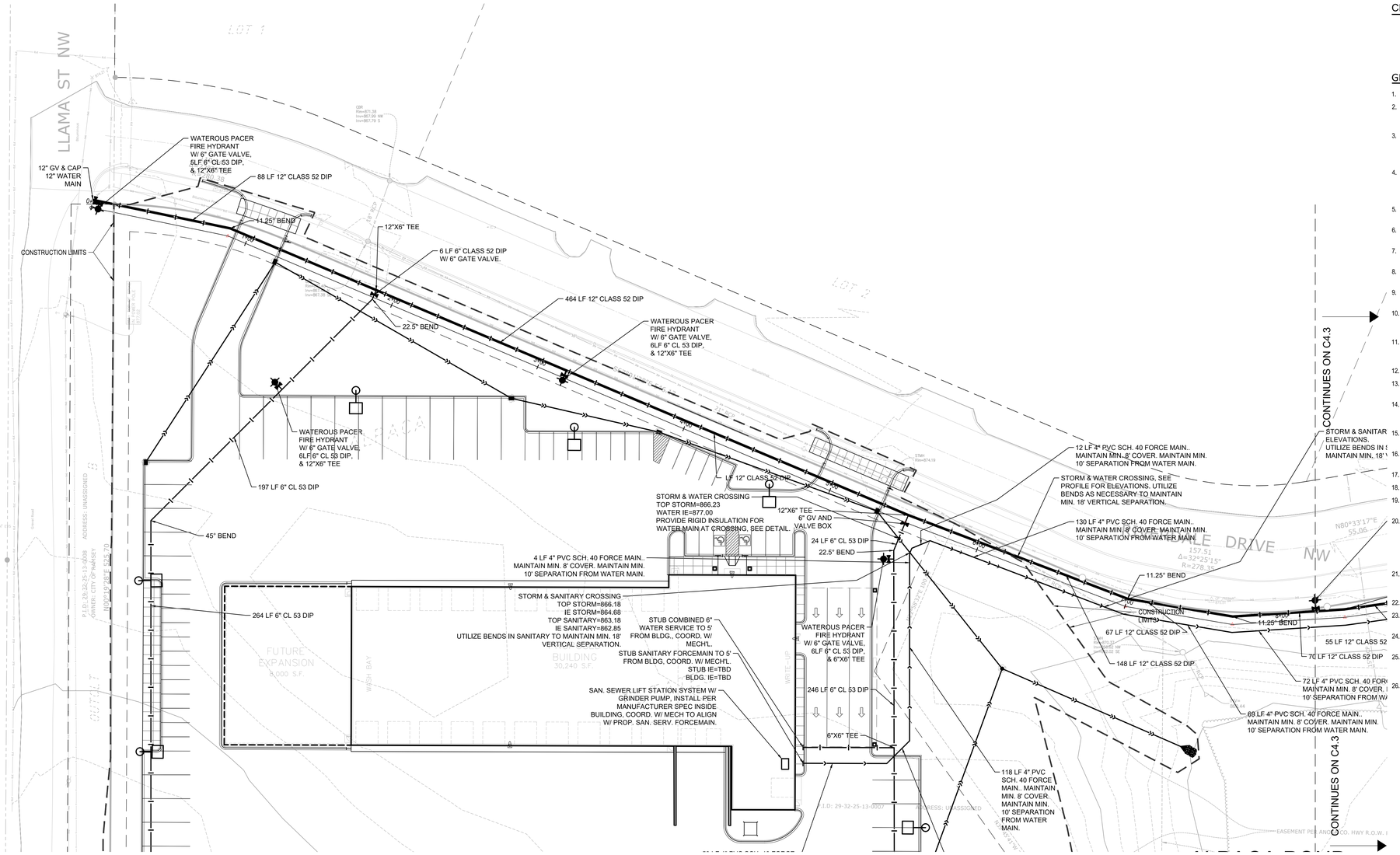
PROJECT NUMBER: 18213

UTILITY PLAN

C4.0

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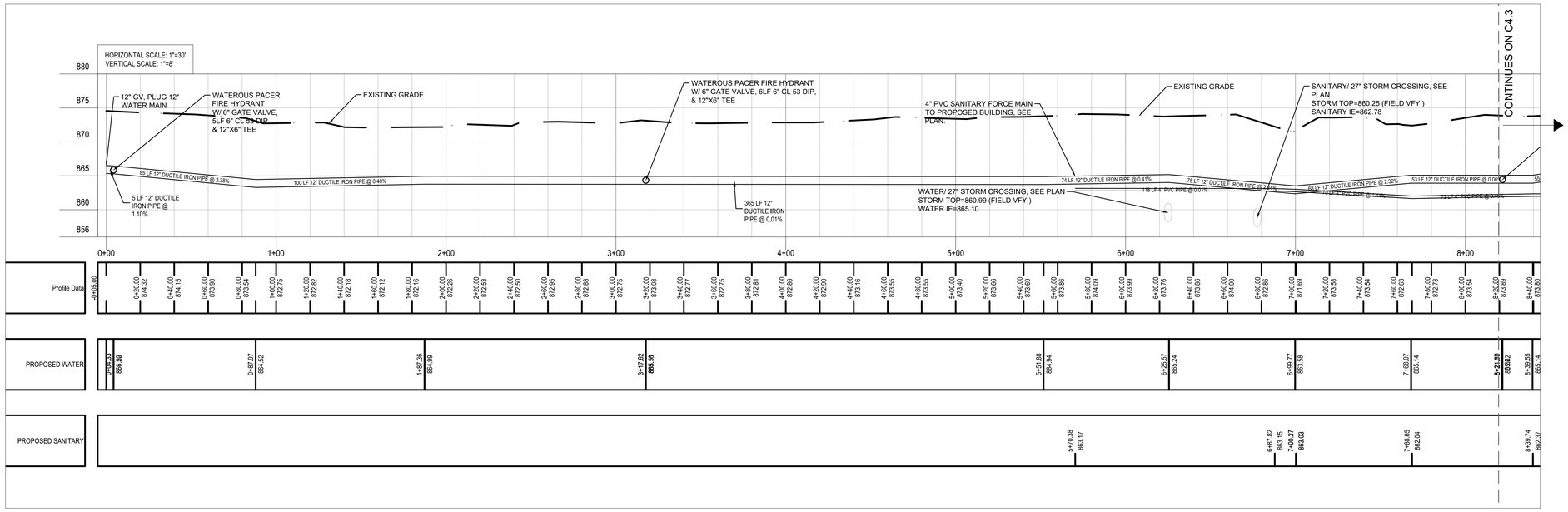

OVERALL VIEW. DETAIL PLANS ARE ON C4.2, C4.3, C4.4, AND C4.5
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ALPACA POND
RIVERDALE DRIVE NW
LLAMA ST NW
ARMSTRONG BLVD NW
N89°47'35"W 1233.05
N00°49'28"E 525.70
570.63
PROPOSED BUILDING 36,000 SF
FF=886.00
INV=879.24
INV=879.19
INV=879.14
INV=879.09
INV=879.04
INV=878.99
INV=878.94
INV=878.89
INV=878.84
INV=878.79
INV=878.74
INV=878.69
INV=878.64
INV=878.59
INV=878.54
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INV=877.49
INV=877.44
INV=877.39
INV=877.34
INV=877.29



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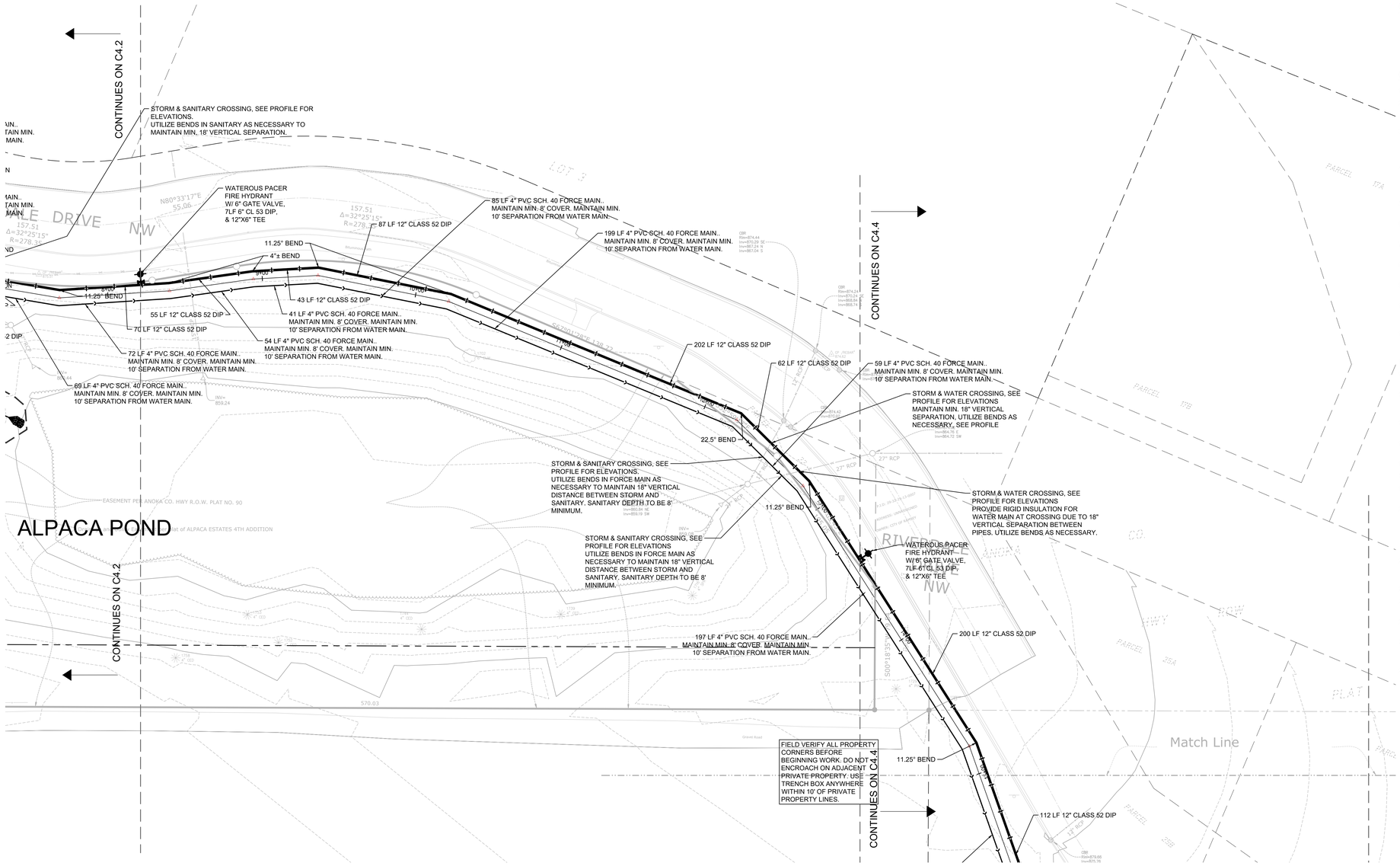
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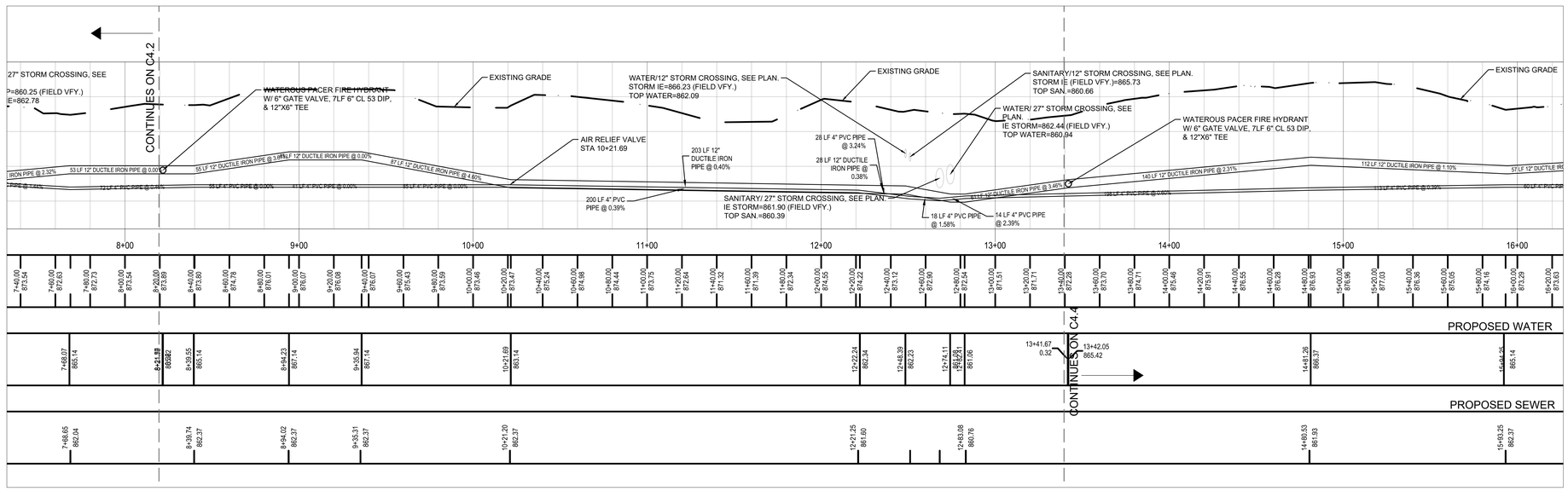
PROJECT NUMBER: 18213

WATERMAIN AND SANITARY SEWER - STA 00+00 TO STA 08+21

C4.2

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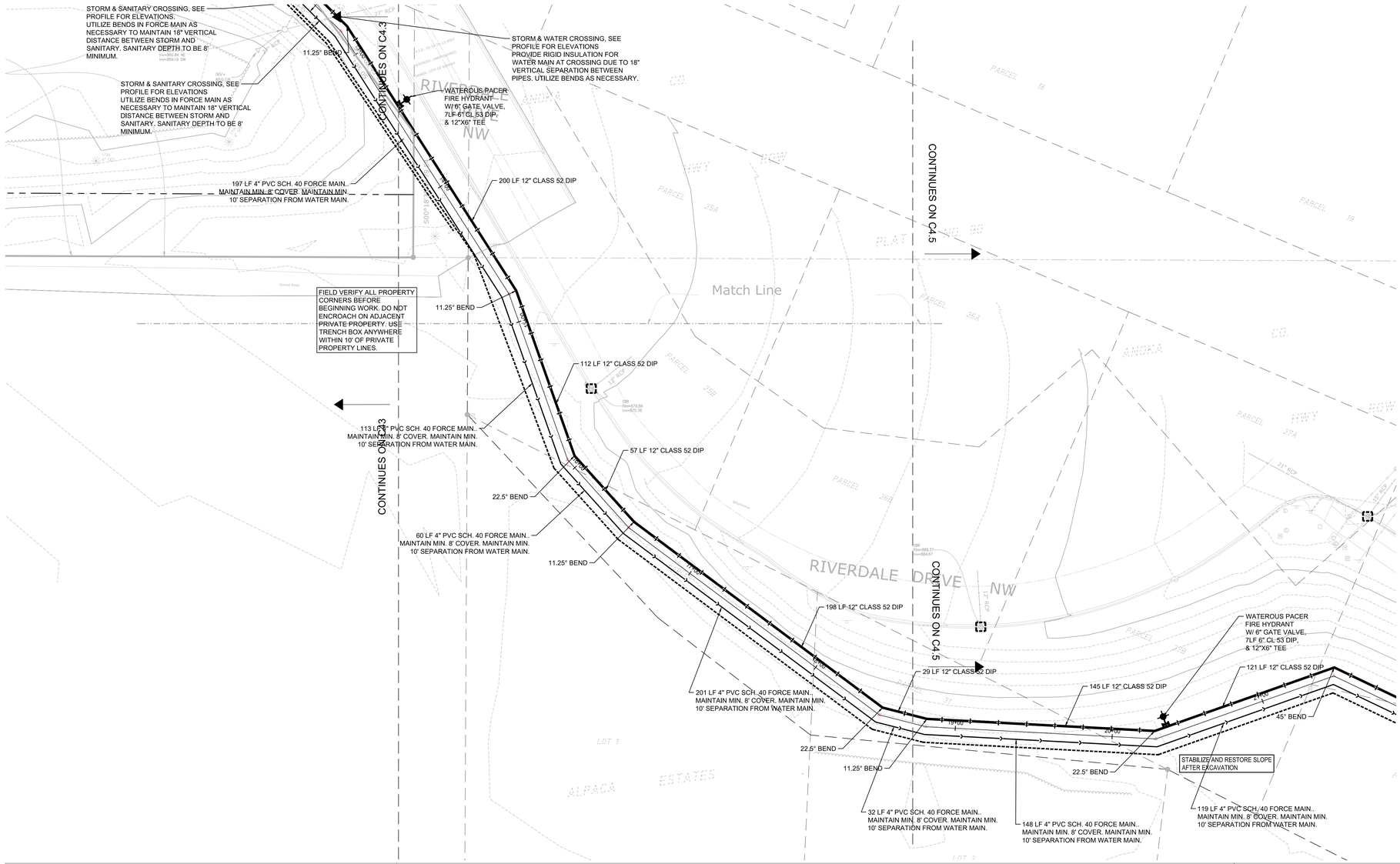
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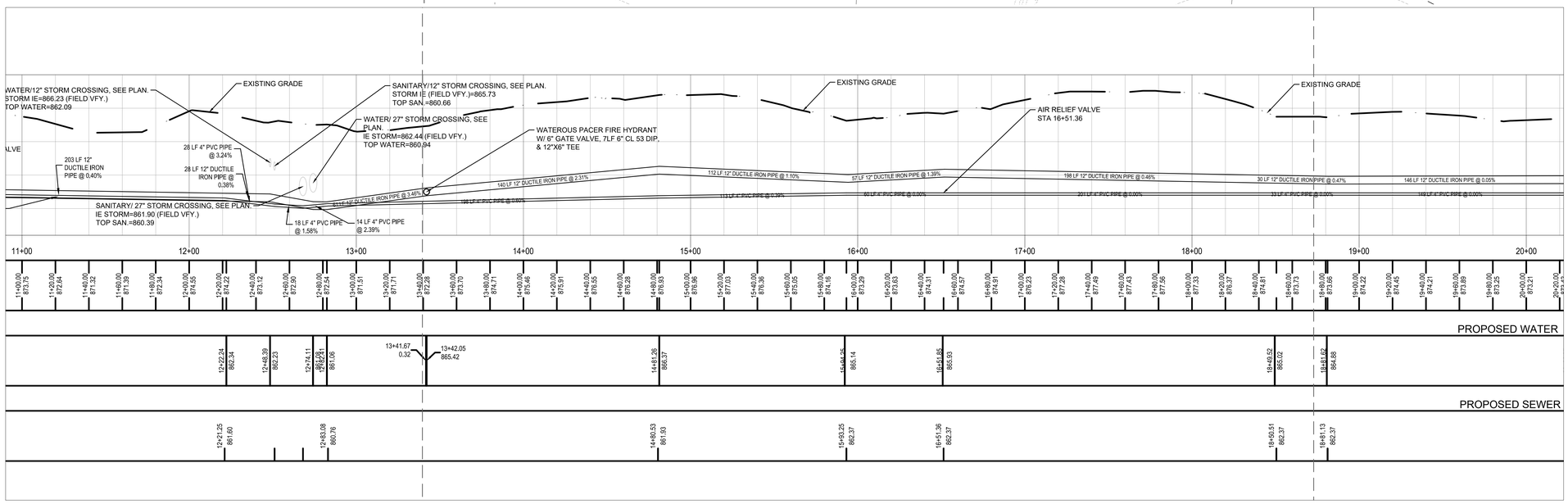
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WATERMAIN AND SANITARY SEWER - STA 08+21 TO STA 13+50

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REVISION SUMMARY

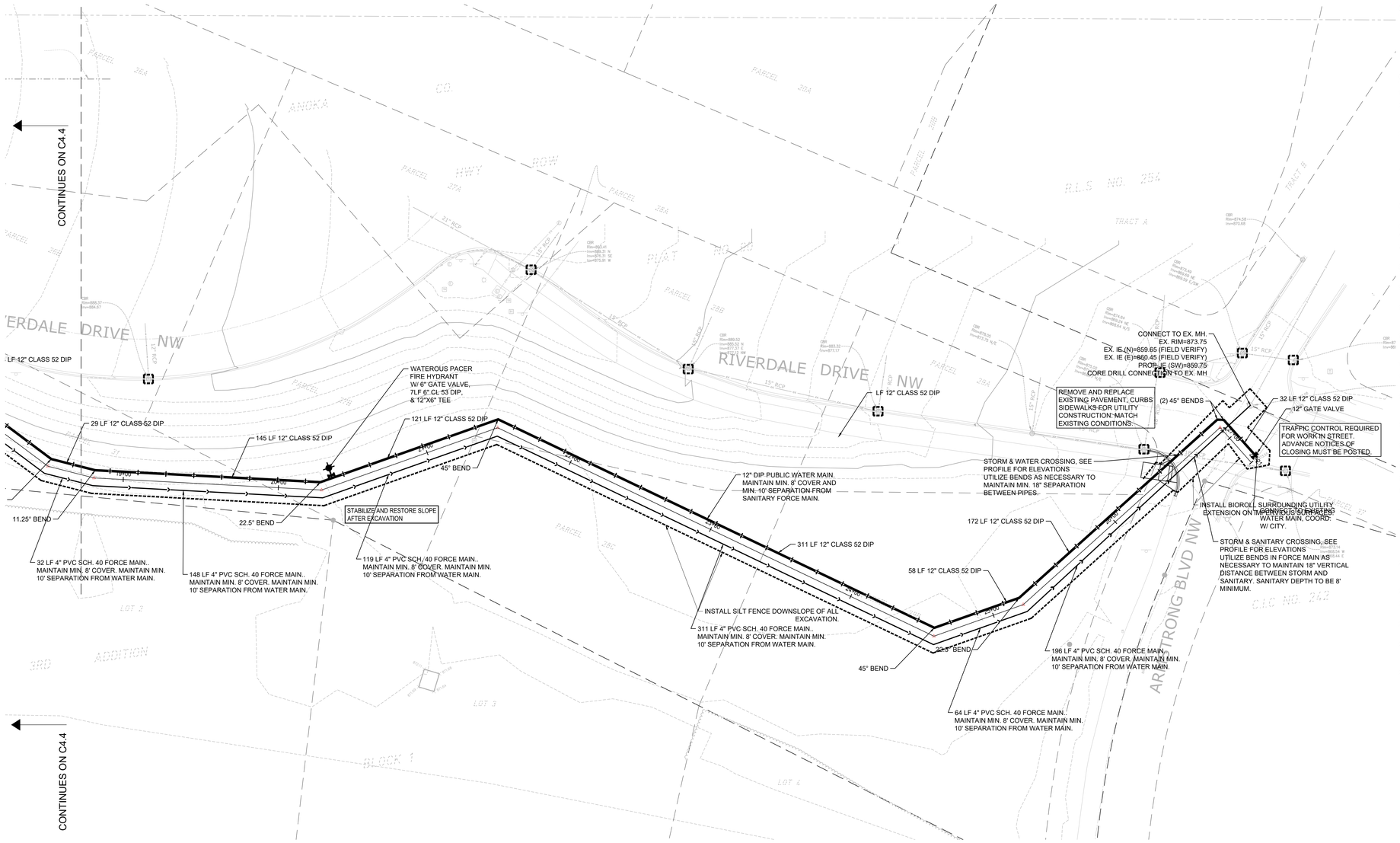
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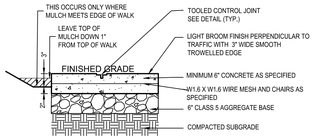
PROJECT NUMBER: 18213

WATERMAIN AND SANITARY SEWER - STA 13+50 TO STA 18+72

C4.4

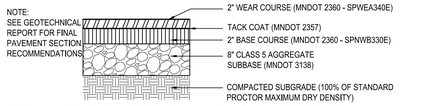
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CONTINUES ON C4.4
CONTINUES ON C4.4
RIVERDALE DRIVE NW
LF 12" CLASS 52 DIP
29 LF 12" CLASS 52 DIP
WATEROUS PACER FIRE HYDRANT W/ 6" GATE VALVE, 7LF 6" CL 53 DIP, & 12"X6" TEE
145 LF 12" CLASS 52 DIP
121 LF 12" CLASS 52 DIP
45° BEND
11.25° BEND
22.5° BEND
STABILIZE AND RESTORE SLOPE AFTER EXCAVATION
32 LF 4" PVC SCH. 40 FORCE MAIN.. MAINTAIN MIN. 8' COVER. MAINTAIN MIN. 10' SEPARATION FROM WATER MAIN.
148 LF 4" PVC SCH. 40 FORCE MAIN.. MAINTAIN MIN. 8' COVER. MAINTAIN MIN. 10' SEPARATION FROM WATER MAIN.
119 LF 4" PVC SCH. 40 FORCE MAIN.. MAINTAIN MIN. 8' COVER. MAINTAIN MIN. 10' SEPARATION FROM WATER MAIN.
12" DIP PUBLIC WATER MAIN. MAINTAIN MIN. 8' COVER AND MIN. 10' SEPARATION FROM SANITARY FORCE MAIN.
LF 12" CLASS 52 DIP
311 LF 12" CLASS 52 DIP
INSTALL SILT FENCE DOWNSLOPE OF ALL EXCAVATION.
311 LF 4" PVC SCH. 40 FORCE MAIN.. MAINTAIN MIN. 8' COVER. MAINTAIN MIN. 10' SEPARATION FROM WATER MAIN.
45° BEND
64 LF 4" PVC SCH. 40 FORCE MAIN.. MAINTAIN MIN. 8' COVER. MAINTAIN MIN. 10' SEPARATION FROM WATER MAIN.
STORM & WATER CROSSING, SEE PROFILE FOR ELEVATIONS UTILIZE BENDS AS NECESSARY TO MAINTAIN MIN. 18" SEPARATION BETWEEN PIPES.
REMOVE AND REPLACE EXISTING PAVEMENT, CURBS SIDEWALKS FOR UTILITY CONSTRUCTION: MATCH EXISTING CONDITIONS.
CONNECT TO EX. MH. EX. RIM=873.75
EX. IE (N)=859.65 (FIELD VERIFY)
EX. IE (E)=860.45 (FIELD VERIFY)
PROP. IE (SW)=859.75
CORE DRILL CONNECTION TO EX. MH
(2) 45° BENDS
32 LF 12" CLASS 52 DIP
12" GATE VALVE
TRAFFIC CONTROL REQUIRED FOR WORK IN STREET. ADVANCE NOTICES OF CLOSING MUST BE POSTED.
INSTALL BIOROLL, SURROUNDING UTILITY EXTENSION ON THE DOWNHILL SIDE OF WATER MAIN, COORD. W/ CITY.
STORM & SANITARY CROSSING, SEE PROFILE FOR ELEVATIONS UTILIZE BENDS IN FORCE MAIN AS NECESSARY TO MAINTAIN 18" VERTICAL DISTANCE BETWEEN STORM AND SANITARY. SANITARY DEPTH TO BE 8' MINIMUM.
172 LF 12" CLASS 52 DIP
58 LF 12" CLASS 52 DIP
22.5° BEND
196 LF 4" PVC SCH. 40 FORCE MAIN.. MAINTAIN MIN. 8' COVER. MAINTAIN MIN. 10' SEPARATION FROM WATER MAIN.
ARMSTRONG BLVD NW
C.I.C. NO. 242
TRACT A
TRACT B
R.L.S. NO. 254
PLAT NO. 241
ANOKA
3RD ADDITION
BLOCK 1
LOT 2
LOT 3
LOT 4
PARCEL 28A
PARCEL 28B
PARCEL 28C
PARCEL 29A
PARCEL 29B
15" RCP
21" RCP
24" RCP
CBR Rim=873.41 Inv=865.21 N Inv=865.21 S Inv=874.31 SE Inv=870.91 W
CBR Rim=873.59 Inv=870.68
CBR Rim=874.56 Inv=870.68
CBR Rim=874.25 Inv=874.75 N/E
CBR Rim=874.25 Inv=874.75 N/E
CBR Rim=874.23 Inv=864.64 N/E
CBR Rim=874.23 Inv=864.64 N/E
CBR Rim=873.99 Inv=864.64 N/E
CBR Rim=873.99 Inv=864.64 N/E
CBR Rim=873.99 Inv=869.04 S/W
CBR Rim=873.99 Inv=869.04 S/W
CBR Rim=873.99 Inv=869.04 S/W

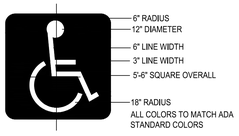


NOTES:
1. INSTALLATION AND REINFORCEMENT SHALL BE CERTIFIED AND IN ACCORDANCE TO AN ON-SITE A.C.I. TECHNICIAN AS SPECIFIED.
2. SEE GEO-TECHNICAL RECOMMENDATIONS FOR GROSS WEIGHT REQUIREMENTS.
3. SEE LAYOUT DRAWINGS FOR LIMITS OF WALKS.
4. SEE CONCRETE JOINT DETAIL FOR REQUIREMENTS.
5. 1/2" WIDE EXPANSION JOINT AND SEALANT AT ALL CURBS.
6. WIRE MESH AND CHAIRS REQUIRED FOR ALL WALKS OR IN LOCATIONS FOR VEHICULAR TRAFFIC.

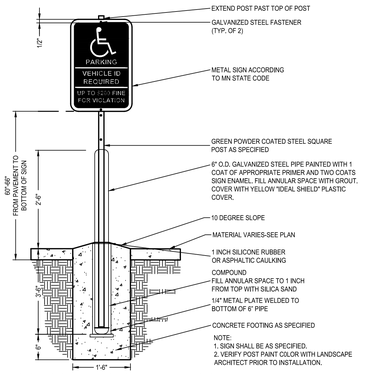
1 LIGHT DUTY CONCRETE WALK/PAD
NTS



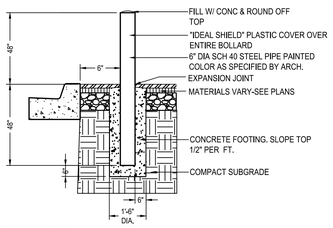
2 HEAVY DUTY BITUMINOUS PAVEMENT
NTS



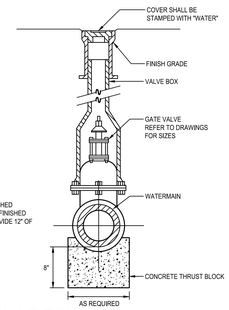
4 ACCESSIBLE PARKING PAVEMENT MARKING
NTS



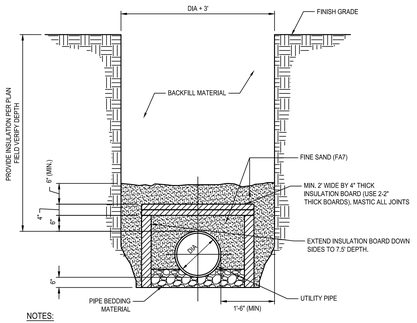
5 ACCESSIBLE SIGN AND POST
NTS



6 PIPE BOLLARD
NTS



7 GATE VALVE BOX
NTS



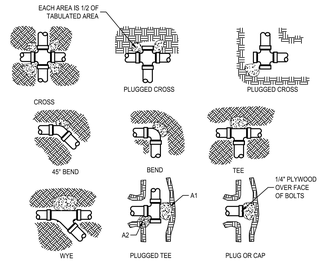
NOTES:

1. INSULATION BOARD TO BE CLOSED CELL, EXTRUDED POLYSTYRENE FOAM MEETING ASTM 578, TYPE VI, 40PSI COMPRESSING STRENGTH (ASTM D1621) 0.1%MAX. WATER ABSORPTION (ASTM C272).

2. BACKFILL MATERIAL AROUND INSULATION MUST BE FINE SAND FREE FROM ROOT, ORGANIC MATERIAL, OR OTHER INJURIOUS MATERIALS.

3. OVERLAP ALL INSULATION BOARD JOINTS.

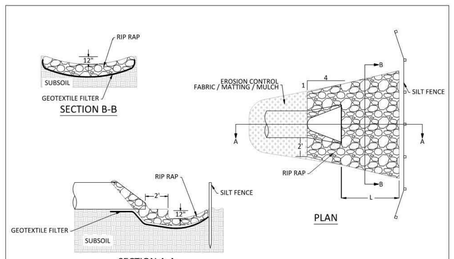
8 UTILITY PIPE INSULATION DETAIL
NTS



NOMINAL FITTING SIZE (INCHES)	TYE, WYE, PLUG, OR CAP	90° BEND, PLUGGED CROSS	TEE PLUGGED ON RUN		45° BEND	22.5° BEND	11.25° BEND
			A1	A2			
4	1.0	1.4	1.9	1.4	1.0	-	-
6	2.1	3.0	4.3	3.0	1.6	1.0	-
6	3.8	5.3	7.6	5.4	2.9	1.5	1.0
10	5.9	8.4	11.8	8.4	4.6	2.6	1.2
12	8.5	12.0	17.0	12.0	6.6	3.4	1.7
14	11.5	16.3	23.0	16.3	8.9	4.6	2.3
16	15.0	21.3	30.0	21.3	11.6	6.0	3.0
18	19.0	27.0	38.0	27.0	14.6	7.6	3.6
20	23.5	33.3	47.0	33.3	18.1	9.4	4.7
24	34.0	48.0	68.0	48.0	26.2	13.6	6.8

NOTES:
1. CONCRETE THRUST BLOCKING TO BE POURED AGAINST UNDISTURBED EARTH.
2. KEEP CONCRETE CLEAR OF JOINT AND ACCESSORIES.
3. IF NOT SHOWN ON PLANS, REQUIRED BEARING AT FITTING SHALL BE AS INDICATED ABOVE, ADJUSTED IF NECESSARY, TO CONFORM TO THE TEST PRESSURE(S) AND ALLOWABLE SOIL BEARING STRESS(ES).
4. BEARING AREAS AND SPECIAL BLOCKING DETAILS SHOWN ON PLANS TAKE PRECEDENCE OVER BEARING AREAS AND BLOCKING DETAILS SHOWN THIS STANDARD DETAIL.
5. ABOVE BEARING AREAS BASED ON TEST PRESSURE OF 150 P.S.I. AND AN ALLOWABLE SOIL BEARING STRESS OF 2000 POUNDS PER SQUARE FOOT. TO COMPUTE BEARING AREAS FOR DIFFERENT TEST PRESSURES AND SOIL BEARING STRESSES, USE THE FOLLOWING EQUATION: BEARING AREA = (TEST PRESSURE/150) X (200/SOIL BEARING STRESS) X (TABLE VALUE).

9 THRUST BLOCK
NTS



NOTES:

1. ON SLOPES 4:1 OR GREATER, ANCHOR OR STRAIGHT DISKED STRAW MULCH, SEEDED NETTING, GABRIC, OR MATTING SUCH AS EXCELSIOR SHALL BE USED TO STABILIZE DISTURBED SOILS. THESE EXPOSED SOILS MUST BE STABILIZED IMMEDIATELY AFTER GRADING OF SOIL IS COMPLETE.
2. A SKIRTING OF EROSION CONTROL FABRIC OR MULCH MUST BE USED TO PROTECT OUTLETS AS ILLUSTRATED REGARDLESS OF SLOPE.
3. RIP RAP IS CLASS III PLACED 18" THICK.
4. FOR PIPE GREATER THAN 48" DIAMETER OR 58" SPAN, QUANTITY OF GEOTEXTILE FABRIC AND RIP RAP WILL BE HANDLED IN A CASE BY CASE MANNER.
5. GEOTEXTILE FABRIC SHALL COVER THE BOTTOM AND SIDES OF THE AREA EXCAVATED FOR THE RIP RAP MATERIAL.

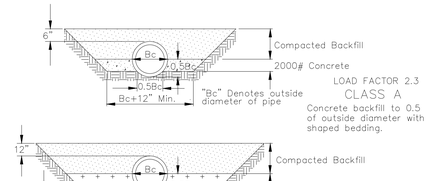
RIP RAP AT RCP OUTLETS

DIA. OF PIPE (IN.)	L (FT.)	GEOTEXTILE FABRIC (SY)	18" DEPTH RIP RAP (CU. YD)
12	8	19.6	4.4
15	8	20.8	4.8
18	10	25.6	6.4
21	10	27.4	7.1
24	12	33.4	9.2
27	12	35.2	9.9
30	14	41.6	12.3
36	16	50.5	15.8
42	18	57.8	18.7
48	20	66.5	22.2

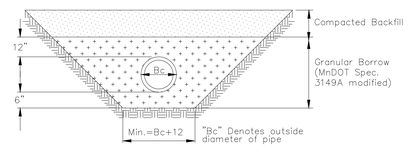
RIP RAP AT RCP-A OUTLETS

SPAN OF PIPE (IN.)	L (FT.)	GEOTEXTILE FABRIC (SY)	18" DEPTH RIP RAP (CU. YD)
22	10	25.6	6.1
28	12	33.2	8.5
36	14	41.5	11.2
43	16	50.5	14.3
51	18	57.5	16.9
58	20	65.2	19.8

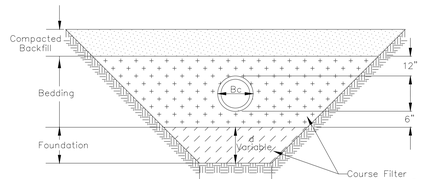
APPROVED: 9 – 2016 | City of RAMSEY | STANDARD DETAILS: RIP–RAP | CITY PLATE No. ERO–3



10 PIPE BEDDING - RCP & DIP
NTS

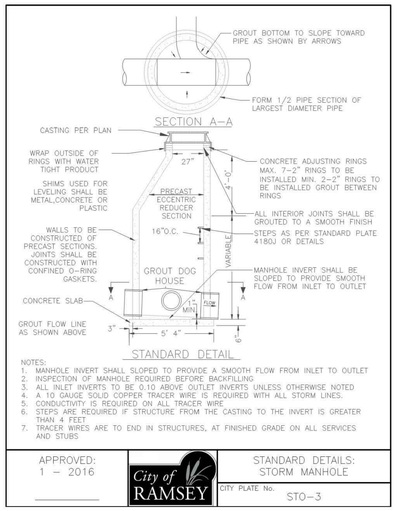


PIPE FOUNDATION & BEDDING IN GOOD SOILS



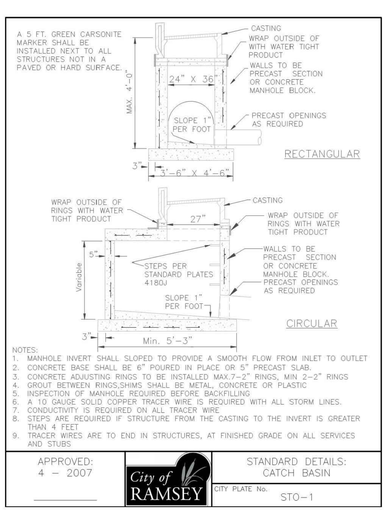
PIPE FOUNDATION & BEDDING IN POOR SOILS

12 PIPE BEDDING - PVC
NTS



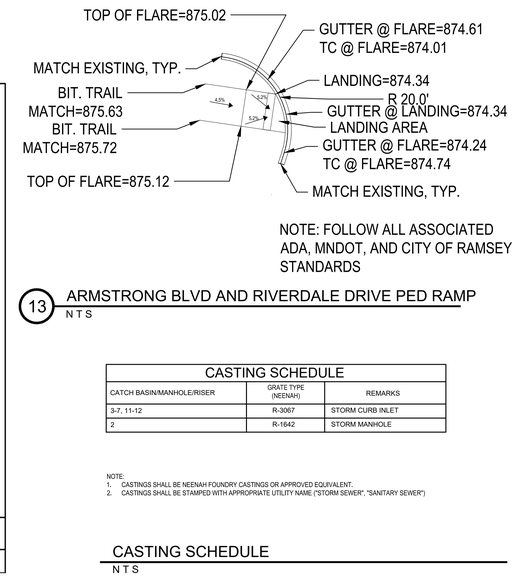
NOTES:
1. MANHOLE INVERT SHALL SLOPED TO PROVIDE A SMOOTH FLOW FROM INLET TO OUTLET
2. INSPECTION OF MANHOLE REQUIRED BEFORE BACKFILLING
3. ALL INLET INVERTS TO BE 0.10 ABOVE OUTLET INVERTS UNLESS OTHERWISE NOTED
4. A 10 GAUGE SOLID COPPER TRACER WIRE IS REQUIRED WITH ALL STORM LINES.
5. CONDUCTIVITY IS REQUIRED ON ALL TRACER WIRE
6. STEPS ARE REQUIRED IF STRUCTURE FROM THE CASTING TO THE INVERT IS GREATER THAN 4 FEET
7. TRACER WIRES ARE TO END IN STRUCTURES, AT FINISHED GRADE ON ALL SERVICES AND STUBS

APPROVED: 1 – 2016 | City of RAMSEY | STANDARD DETAILS: STORM MANHOLE | CITY PLATE No. STO–3



NOTES:
1. MANHOLE INVERT SHALL SLOPED TO PROVIDE A SMOOTH FLOW FROM INLET TO OUTLET
2. CONCRETE BASE SHALL BE 6" POURED IN PLACE OR 5" PRECAST SLAB.
3. CONCRETE ADJUSTING RINGS TO BE INSTALLED MAX.7–2" RINGS MIN 2–2" RINGS
4. GROUT BETWEEN RINGS,SHIMS SHALL BE METAL, CONCRETE OR PLASTIC
5. INSPECTION OF MANHOLE REQUIRED BEFORE BACKFILLING
6. A 10 GAUGE SOLID COPPER TRACER WIRE IS REQUIRED WITH ALL STORM LINES.
7. CONDUCTIVITY IS REQUIRED ON ALL TRACER WIRE
8. STEPS ARE REQUIRED IF STRUCTURE FROM THE CASTING TO THE INVERT IS GREATER THAN 4 FEET
9. TRACER WIRES ARE TO END IN STRUCTURES, AT FINISHED GRADE ON ALL SERVICES AND STUBS

APPROVED: 4 – 2007 | City of RAMSEY | STANDARD DETAILS: CATCH BASIN | CITY PLATE No. STO–1



NOTE: FOLLOW ALL ASSOCIATED ADA, MNDOT, AND CITY OF RAMSEY STANDARDS

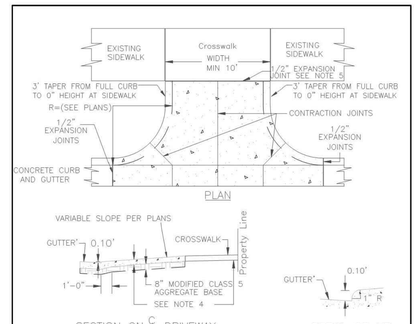
13 ARMSTRONG BLVD AND RIVERDALE DRIVE PED RAMP
NTS

CASTING SCHEDULE

CATCH BASIN/MANHOLE/RISER	GRATE TYPE (NEENAH)	REMARKS
3-7, 11-12	R-3067	STORM CURB INLET
2	R-1642	STORM MANHOLE

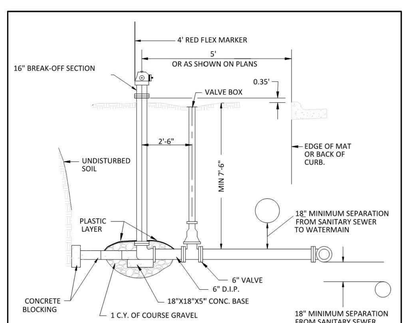
NOTE.
1. CASTINGS SHALL BE NEENAH FOUNDRY CASTINGS OR APPROVED EQUIVALENT.
2. CASTINGS SHALL BE STAMPED WITH APPROPRIATE UTILITY NAME ("STORM SEWER", "SANITARY SEWER")

CASTING SCHEDULE
NTS



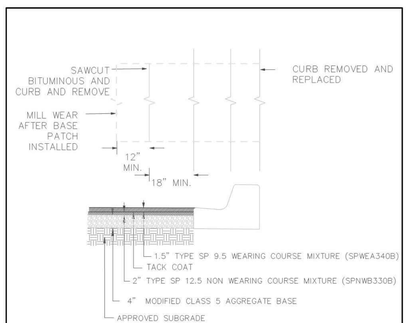
NOTES:
1. PANEL WIDTH SHALL NOT EXCEED 10 FT. WITHOUT A CENTERLINE CONSTRUCTION JOINT.
2. DRIVEWAY TO BE ONE COURSE CONCRETE PAVEMENT. (SEE SPECIAL PROVISIONS FOR CLASS OF CONCRETE.)
3. GUTTER TO BE PAVED INTEGRAL WITH DRIVEWAY.
4. 8" THICK FOR COMMERCIAL DRIVEWAYS.
5. 1/2" EXPANSION JOINT, 1/2" PREFORMED 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



NOTES:
1. HYDRANT SHALL BE 5-1/4" WB67 WATEROUS PACER.
2. HYDRANTS TO BE ORDERED FOR 8'-0" BURY. IN AREAS OF EXTRA DEPTH ON THE WATERMAIN, HYDRANTS EXTENSIONS MAY BE REQUIRED.
3. 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.
4. TOP NUT OF HYDRANT 2.5' ABOVE TOP BACK OF CURB OR BITUMINOUS SURFACE.
5. HYDRANTS BURIED BELOW WATER TABLE, DRAIN HOLES NEED TO BE PLUGGED AND HYDRANT MARKED BY PAINTING 5" CAP YELLOW.
6. BRUSH PAINT ALL HYDRANTS AFTER INSTALLATION IS COMPLETE.

APPROVED: 6 – 2017 | City of RAMSEY | STANDARD DETAILS: HYDRANT | CITY PLATE No. WAT–1



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

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St. Louis Park, MN 55416
civilsitegroup.com 612-615-0060

Lazydays RV
THE RV AUTHORITY

PROJECT
LAZYDAYS OF RAMSEY
RIVERDALE DRIVE NW., RAMSEY, MN
LAZYDAYS OF RAMSEY
8390 HIGHWAY 10 NW, ANOKA, MN 55303

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.
Matthew R. Pavek
DATE 09/10/18 LICENSE NO. 44263

ISSUE/SUBMITTAL SUMMARY

DATE	DESCRIPTION
07/09/18	CITY SUBMITTAL
09/10/18	CITY RESUBMITTAL
09/19/18	COUNTY TECHNICAL REVIEW
10/19/18	CITY RESUBMITTAL
10/22/18	CITY RESUBMITTAL

REVISION SUMMARY

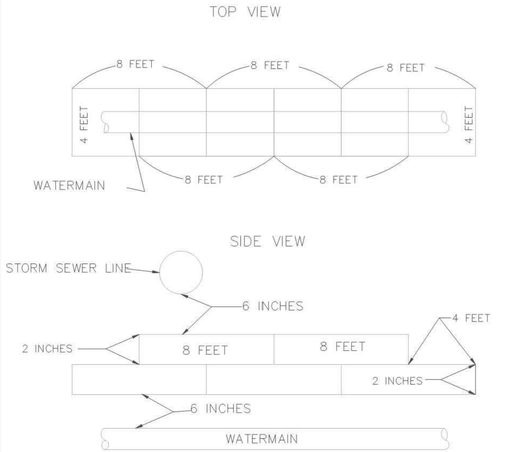
DATE	DESCRIPTION

PROJECT NUMBER 18213

CIVIL DETAILS

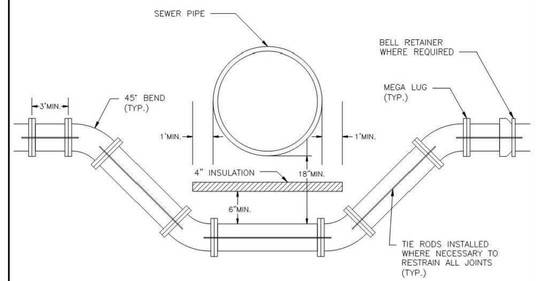
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NOTES: 1) SHEETS ARE 2 INCHES BY 4 FEET BY 8 FEET
2) SURFACE PREPARATION SHALL BE SMOOTH AND ROCK FREE
3) JOINTS WILL BE OVERLAPPED BY 4 FEET
4) POLYSTYRENE INSULATION OR APPROVED EQUAL

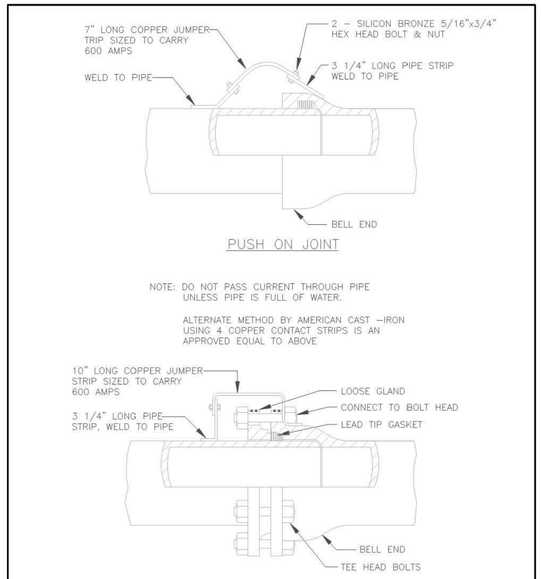
APPROVED: 4 - 2016	City of RAMSEY	STANDARD DETAILS: UTILITY INSULATION
		CITY PLATE No. WAT-6



NOTE:
1. PROVIDE MEGA LUGS OR APPROVED EQUAL AT ALL JOINT'S ON BENDS AND AS SHOWN ON THIS STANDARD PLATE.
2. USE 2 - 3/4" DIAMETER TIE RODS. ALL TIE RODS TO BE COAL TAR COATED AFER INSTALLATION.
3. PROVIDE SAND CUSHION BETWEEN TOP OF WATERMAIN AND BOTTOM OF INSULATION, MIN. DIMENSIONS AS SHOWN ON THIS STANDARD PLATE.

NOTE: SEE STANDARD PLATE WAT-5 FOR UTILITY INSULATION REQUIREMENTS.

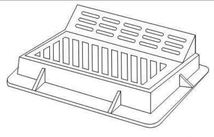
APPROVED: 6 - 2015	City of RAMSEY	STANDARD DETAILS: WATERMAIN LOWERING
		CITY PLATE No. WAT-7

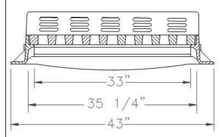


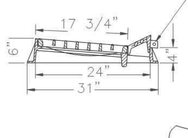
APPROVED: 1 - 2016	City of RAMSEY	STANDARD DETAILS: JOINT CONNECTION
		CITY PLATE No. WAT-4

NOTE: SURMOUNTABLE CURB & GUTTER

1. CATCH BASIN CASTING SHALL BE NEENAH R-3067 WITH GRATED BACK (BICYLE SAFE) OR APPROVED EQUAL.
2. FOR CATCH BASINS ADJACENT TO RADIUS, USE NEENAH R-3246R OR APPOVED EQUAL.





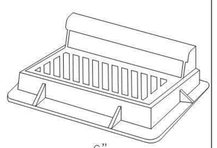


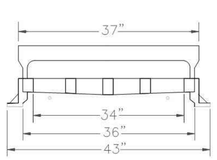
2 LUGS WITH 5/8" DIA. HOLE

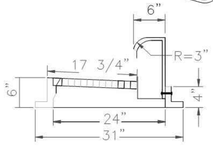
ONE NO. 4 X 5' LONG BAR PLACED THROUGH LUG HOLES

NOTE: B 618 CURB & GUTTER

1. CATCH BASIN CASTING SHALL BE NEENAH R-3246R OR APPROVED EQUAL.



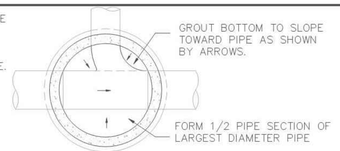




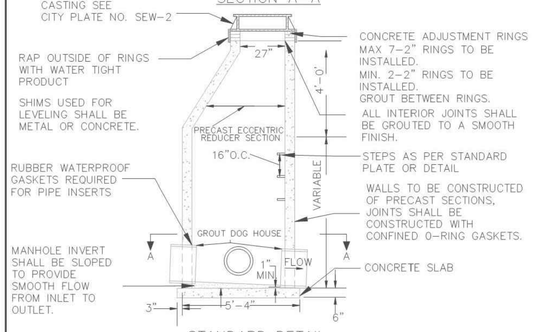
STANDARD CATCHBASIN CASTING

APPROVED: 7 - 2016	City of RAMSEY	STANDARD DETAILS: STORMWATER CASTING
		CITY PLATE No. STO-4

A 5 FT. GREEN CARSONITE MARKER SHALL BE INSTALLED NEXT TO ALL STRUCTURES NOT IN A PAVED OR HARD SURFACE.



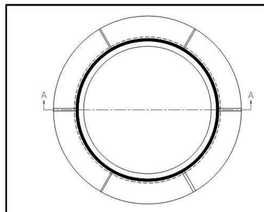
SECTION A-A



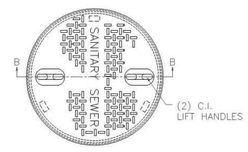
STANDARD DETAIL

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.

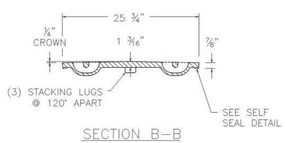
APPROVED: 1 - 2016	City of RAMSEY	STANDARD DETAILS: SANITARY MANHOLE
		CITY PLATE No. SEW-1



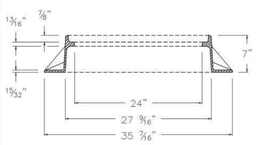
FRAME



COVER



SECTION B-B



SECTION A-A



SELF SEAL DETAIL

NOTE: NOT TO SCALE

APPROVED: 11 - 2015	City of RAMSEY	STANDARD DETAILS: WATER TIGHT CASTING
		CITY PLATE No. SEW-2

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civilsitegroup.com 612-615-0060

Lazydays RV THE RV AUTHORITY

PROJECT
LAZYDAYS OF RAMSEY
RIVERDALE DRIVE NW., RAMSEY, MN

LAZYDAYS OF RAMSEY
8390 HIGHWAY 10 NW, ANOKA, MN 55303

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.

Matthew R. Pavek
DATE 09/10/18 LICENSE NO. 44263

ISSUE/SUBMITTAL SUMMARY

DATE	DESCRIPTION
07/09/18	CITY SUBMITTAL
09/10/18	CITY RESUBMITTAL
09/19/18	COUNTY TECHNICAL REVIEW
10/19/18	CITY RESUBMITTAL
10/22/18	CITY RESUBMITTAL

REVISION SUMMARY

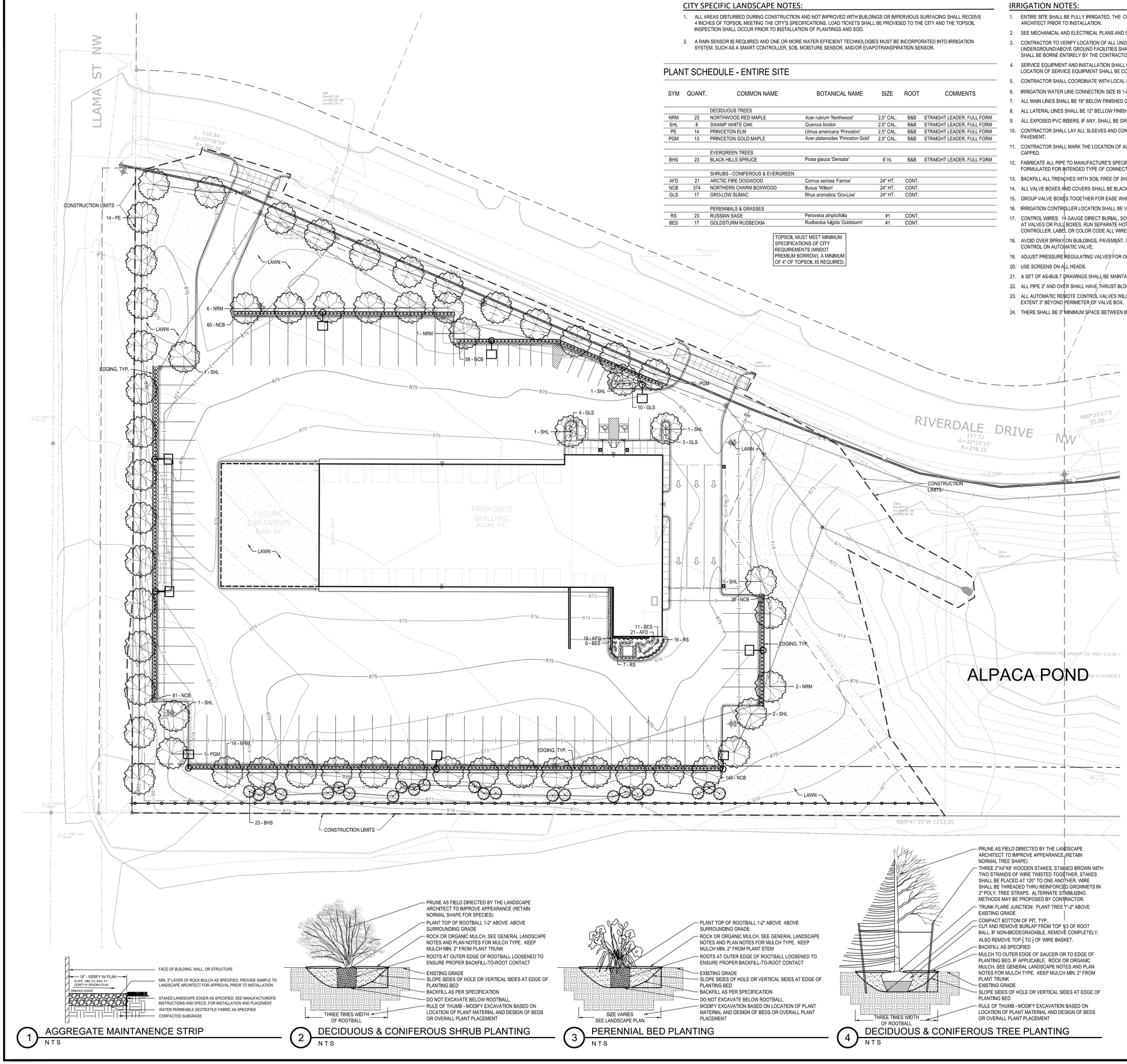
DATE	DESCRIPTION

PROJECT NUMBER: 18213

CIVIL DETAILS

C5.1

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CITY SPECIFIC LANDSCAPE NOTES:

1. ALL AREAS DISTURBED DURING CONSTRUCTION AND NOT IMPROVED WITH BUILDINGS OR IMPERVIOUS SURFACING SHALL RECEIVE 4 INCHES OF TOPSOIL MEETING THE CITY'S SPECIFICATIONS. LOAD TICKETS SHALL BE PROVIDED TO THE CITY AND THE TOPSOIL INSPECTION SHALL OCCUR PRIOR TO INSTALLATION OF PLANTINGS AND SOD.

2. A RAIN SENSOR IS REQUIRED AND ONE OR MORE WATER EFFICIENT TECHNOLOGIES MUST BE INCORPORATED INTO IRRIGATION SYSTEM, SUCH AS A SMART CONTROLLER, SOIL MOISTURE SENSOR, AND/OR EVAPOTRANSPIRATION SENSOR.

PLANT SCHEDULE - ENTIRE SITE

SYM	QUANT.	COMMON NAME	BOTANICAL NAME	SIZE	ROOT	COMMENTS
		DECIDUOUS TREES				
NRM	23	NORTHWOOD RED MAPLE	Acer rubrum 'Northwood'	2.5" CAL.	B&B	STRAIGHT LEADER, FULL FORM
SHL	8	SWAMP WHITE OAK	Quercus bicolor	2.5" CAL.	B&B	STRAIGHT LEADER, FULL FORM
PE	14	PRINCETON ELM	Ulmus americana 'Princeton'	2.5" CAL.	B&B	STRAIGHT LEADER, FULL FORM
PGM	13	PRINCETON GOLD MAPLE	Acer platanoides 'Princeton Gold'	2.5" CAL.	B&B	STRAIGHT LEADER, FULL FORM
		EVERGREEN TREES				
BHS	23	BLACK HILLS SPRUCE	Picea glauca 'Densata'	6' ht.	B&B	STRAIGHT LEADER, FULL FORM
		SHRUBS - CONIFEROUS & EVERGREEN				
AFD	21	ARCTIC FIRE DOGWOOD	Cornus sericea 'Farrow'	24" HT.	CONT.	
NCB	374	NORTHERN CHARM BOXWOOD	Buxus 'Wilson'	24" HT.	CONT.	
GLS	17	GRO-LOW SUMAC	Rhus aromatica 'Gro-Low'	24" HT.	CONT.	
		PERENNIALS & GRASSES				
RS	23	RUSSIAN SAGE	Perovskia atriplicifolia	#1	CONT.	
BES	17	GOLDSTURM RUDBECKIA	Rudbeckia fulgida 'Goldsturm'	#1	CONT.	

TOPSOIL MUST MEET MINIMUM SPECIFICATIONS OF CITY REQUIREMENTS (MNDOT PREMIUM BORROW). A MINIMUM OF 4" OF TOPSOIL IS REQUIRED.

IRRIGATION NOTES:

1. ENTIRE SITE SHALL BE FULLY IRRIGATED. THE CONTRACTOR SHALL SUBMIT IRRIGATION SHOP DRAWINGS FOR REVIEW AND APPROVAL BY THE LANDSCAPE ARCHITECT PRIOR TO INSTALLATION.
2. SEE MECHANICAL AND ELECTRICAL PLANS AND SPECIFICATIONS FOR IRRIGATION WATER, METER, AND POWER CONNECTIONS.
3. CONTRACTOR TO VERIFY LOCATION OF ALL UNDERGROUND/ABOVE GROUND FACILITIES PRIOR TO ANY EXCAVATION/INSTALLATION. ANY DAMAGE TO UNDERGROUND/ABOVE GROUND FACILITIES SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR AND COSTS ASSOCIATED WITH CORRECTING DAMAGES SHALL BE BORNE ENTIRELY BY THE CONTRACTOR.
4. SERVICE EQUIPMENT AND INSTALLATION SHALL BE PER LOCAL UTILITY COMPANY STANDARDS AND SHALL BE PER NATIONAL AND LOCAL CODES. EXACT LOCATION OF SERVICE EQUIPMENT SHALL BE COORDINATED WITH THE LANDSCAPE ARCHITECT OR EQUIVALENT AT THE JOB SITE.
5. CONTRACTOR SHALL COORDINATE WITH LOCAL UTILITY COMPANY FOR THE PROPOSED ELECTRICAL SERVICE AND METERING FACILITIES.
6. IRRIGATION WATER LINE CONNECTION SIZE IS 1-½" AT BUILDING. VERIFY WITH MECHANICAL PLANS.COVAGE.
7. ALL MAIN LINES SHALL BE 18" BELOW FINISHED GRADE.
8. ALL LATERAL LINES SHALL BE 12" BELLOW FINISHED GRADE.
9. ALL EXPOSED PVC RISERS, IF ANY, SHALL BE GRAY IN COLOR.
10. CONTRACTOR SHALL LAY ALL SLEEVES AND CONDUIT AT 2'-0" BELOW THE FINISHED GRADE OF THE TOP OF PAVEMENT. EXTEND SLEEVES TO 2'-0" BEYOND PAVEMENT.
11. CONTRACTOR SHALL MARK THE LOCATION OF ALL SLEEVES AND CONDUIT WITH THE SLEEVING MATERIAL "ELLED" TO 2'-0" ABOVE FINISHED GRADE AND CAPPED.
12. FABRICATE ALL PIPE TO MANUFACTURE'S SPECIFICATIONS WITH CLEAN AND SQUARE CUT JOINTS. USE QUALITY GRADE PRIMER AND SOLVENT CEMENT FORMULATED FOR INTENDED TYPE OF CONNECTION.
13. BACKFILL ALL TRENCHES WITH SOIL FREE OF SHARP OBJECTS AND DEBRIS.
14. ALL VALVE BOXES AND COVERS SHALL BE BLACK IN COLOR.
15. GROUP VALVE BOXES TOGETHER FOR EASE WHEN SERVICE IS REQUIRED. LOCATE IN PLANT BED AREAS WHENEVER POSSIBLE.
16. IRRIGATION CONTROLLER LOCATION SHALL BE VERIFIED ON-SITE WITH OWNER'S REPRESENTATIVE.
17. CONTROL WIRES: 14 GAUGE DIRECT BURIAL, SOLID COPPER IRRIGATION WIRE. RUN UNDER MAIN LINE. USE MOISTURE-PROOF SPLICES AND SPLICE ONLY AT VALVES OR PULL BOXES. RUN SEPARATE HOT AND COMMON WIRE TO EACH VALVE AND ONE (1) SPARE WIRE AND GROUND TO FURTHEST VALVE FROM CONTROLLER. LABEL OR COLOR CODE ALL WIRES.
18. AVOID OVER SPRAY ON BUILDINGS, PAVEMENT, WALLS AND ROADWAYS BY INDIVIDUALLY ADJUSTING RADIUS OR ARC ON SPRINKLER HEADS AND FLOW CONTROL ON AUTOMATIC VALVE.
19. ADJUST PRESSURE REGULATING VALVES FOR OPTIMUM PRESSURE ON SITE.
20. USE SCREENS ON ALL HEADS.
21. A SET OF AS-BUILT DRAWINGS SHALL BE MAINTAINED ON-SITE AT ALL TIMES IN AN UPDATED CONDITION.
22. ALL PIPE 3" AND OVER SHALL HAVE THRUST BLOCKING AT EACH TURN.
23. ALL AUTOMATIC REMOTE CONTROL VALVES WILL HAVE 3" MINIMUM DEPTH OF 3/4" WASHED GRAVEL UNDERNEATH VALVE AND VALVE BOX. GRAVEL SHALL EXTENT 3" BEYOND PERIMETER OF VALVE BOX.
24. THERE SHALL BE 3" MINIMUM SPACE BETWEEN BOTTOM OF VALVE BOX COVER AND TOP OF VALVE STRUCTURE.

LANDSCAPE NOTES:

1. WHERE SHOWN, SHRUB & PERENNIAL BEDS SHALL BE MULCHED WITH 4" DEPTH (MINIMUM AFTER INSTALLATION AND/OR TOP DRESSING OPERATIONS) OF SHREDDED CYPRESS MULCH.
2. ALL TREES SHALL BE MULCHED WITH SHREDDED CYPRESS MULCH TO OUTER EDGE OF SAUCER OR TO EDGE OF PLANTING BED, IF APPLICABLE. ALL MULCH SHALL BE KEPT WITHIN A MINIMUM OF 2" FROM TREE TRUNK.
3. IF SHOWN ON PLAN, RANDOM SIZED LIMESTONE BOULDERS COLOR AND SIZE TO COMPLIMENT NEW LANDSCAPING. OWNER TO APPROVE BOULDER SAMPLES PRIOR TO INSTALLATION.
4. PLANT MATERIALS SHALL CONFORM WITH THE AMERICAN ASSOCIATION OF NURSERYMEN STANDARDS AND SHALL BE OF HARDY STOCK, FREE FROM DISEASE, DAMAGE AND DISFIGURATION. CONTRACTOR IS RESPONSIBLE FOR MAINTAINING PLUMPNESS OF PLANT MATERIAL FOR DURATION OF ACCEPTANCE PERIOD.
5. UPON DISCOVERY OF A DISCREPANCY BETWEEN THE QUANTITY OF PLANTS SHOWN ON THE SCHEDULE AND THE QUANTITY SHOWN ON THE PLAN, THE PLAN SHALL GOVERN.
6. A (2) YEAR MAINTENANCE SURETY IS REQUIRED TO ENSURE SURVIVAL OF ALL PLANTINGS. DEVELOPER IS RESPONSIBLE FOR CONTACTING CITY TO COMPLETE AN INSPECTION AFTER THE 2-YEAR PERIOD. ANY DEAD OR UNHEALTHY PLANTINGS MUST BE REPLACED BEFORE THE CITY WILL RELEASE THE MAINTENANCE SURETY.
7. COORDINATE LOCATION OF VEGETATION WITH UNDERGROUND AND OVERHEAD UTILITIES, LIGHTING FIXTURES, DOORS AND WINDOWS. CONTRACTOR SHALL STAKE IN THE FIELD FINAL LOCATION OF TREES AND SHRUBS FOR REVIEW AND APPROVAL BY THE LANDSCAPE ARCHITECT PRIOR TO INSTALLATION.
8. ALL PLANT MATERIALS SHALL BE WATERED AND MAINTAINED UNTIL ACCEPTANCE.
9. REPAIR AT NO COST TO OWNER ALL DAMAGE RESULTING FROM LANDSCAPE CONTRACTOR'S ACTIVITIES.
10. SWEEP AND MAINTAIN ALL PAVED SURFACES FREE OF DEBRIS GENERATED FROM LANDSCAPE CONTRACTOR'S ACTIVITIES.
11. REPAIR AT NO COST TO THE OWNER IRRIGATION SYSTEM DAMAGED FROM LANDSCAPE CONSTRUCTION ACTIVITIES.
12. PROVIDE SITE WIDE IRRIGATION SYSTEM DESIGN AND INSTALLATION. SYSTEM SHALL BE FULLY PROGRAMMABLE AND CAPABLE OF ALTERNATE DATE WATERING. THE SYSTEM SHALL PROVIDE HEAD TO HEAD OR DRIP COVERAGE AND BE CAPABLE OF DELIVERING ONE INCH OF PRECIPITATION PER WEEK. SYSTEM SHALL EXTEND INTO THE PUBLIC RIGHT-OF-WAY TO THE EDGE OF PAVEMENT/ BACK OF CURB.
13. CONTRACTOR SHALL SECURE APPROVAL OF PROPOSED IRRIGATION SYSTEM INCLUDING PRICING FROM OWNER, PRIOR TO INSTALLATION.
14. CONTACT DON ZART AT (612)-673-2726 FOR COORDINATION REGARDING PARK DEDICATION FEES

LANDSCAPE CALCULATIONS:

PROPOSED LANDSCAPE:

1 TREE / 50 LF OF SITE PERIMETER
2,147.0 SF / 50 = 43 TREES REQUIRED
SEE PLANT SCHEDULE

1 TREE / 1000 SF OF BUILDING FOOTPRINT AREA
30,240.0 SF / 1000 = 30 TREES REQUIRED
SEE PLANT SCHEDULE

1 SHRUB / 30 LINEAL FOOT OF SITE PERIMETER
2,147.0 SF / 30 = 72 SHRUBS REQUIRED
SEE PLANT SCHEDULE

1 SHRUB / 1000 SF OF BUILDING FOOTPRINT AREA
30,240.0 SF / 1000 = 30 SHRUBS REQUIRED
SEE PLANT SCHEDULE

*WHICHEVER IS GREATER SHALL BE APPLIED

LEGEND

- SEED MIX 1 - MNDOT 34-262 WET PRAIRIE, PER MNDOT SEEDING MANUAL SPECIFICATIONS (2014)
- SEED TYPE 2 - MNDOT 35-221 DRY PRAIRIE GENERAL, PER MNDOT SEEDING MANUAL SPECIFICATIONS (2014)
- 1" DIA. DECORATIVE ROCK MAINTENANCE STRIP OVER FILTER FABRIC, SAMPLES REQUIRED. PROVIDE EDGING AS SHOWN ON PLAN
- 2"-4" DIA. ANGULAR RIP-RAP, MIN. 6" DEPTH - SAMPLES REQUIRED.
- ALL PLANTING/SHRUB BEDS - SHREDDED CYPRESS MULCH, SAMPLES REQUIRED PROVIDE EDGING AS SHOWN ON PLAN
- SOD
- PROPOSED CANOPY & EVERGREEN TREE SYMBOLS - SEE SCHEDULE AND PLAN FOR SPECIES AND PLANTING SIZES
- PROPOSED DECIDUOUS AND EVERGREEN SHRUB SYMBOLS - SEE SCHEDULE AND PLAN FOR SPECIES AND PLANTING SIZES
- PROPOSED PERENNIAL PLANT SYMBOLS - SEE SCHEDULE AND PLAN FOR SPECIES AND PLANTING SIZES
- DECORATIVE BOULDERS, 18"-30" DIA.

1 AGGREGATE MAINTANENCE STRIP
NTS

2 DECIDUOUS & CONIFEROUS SHRUB PLANTING
NTS

3 PERENNIAL BED PLANTING
NTS

4 DECIDUOUS & CONIFEROUS TREE PLANTING
NTS

GOPHER STATE ONE CALL
WWW.GOPHERSTATEONECALL.ORG
(800) 252-1166 TOLL FREE
(651) 454-0002 LOCAL

1" = 30'-0"
15'-0" 0 30'-0"

CivilSite GROUP
Civil Engineering • Surveying • Landscape Architecture
4931 W. 35th Street, Suite 200
St. Louis Park, MN 55416
civilsitegroup.com 612-615-0060

Lazydays RV THE RV AUTHORITY

PROJECT
LAZYDAYS OF RAMSEY
RIVERDALE DRIVE NW., RAMSEY, MN
LAZYDAYS OF RAMSEY
8390 HIGHWAY 10 NW, ANOKA, MN 55303

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 LANDSCAPE ARCHITECT UNDER THE LAWS OF THE STATE OF MINNESOTA.

Patrick J. Sarver
DATE 09/10/18 LICENSE NO. 24904

ISSUE/SUBMITTAL SUMMARY

DATE	DESCRIPTION
07/09/18	CITY SUBMITTAL
09/10/18	CITY RESUBMITTAL
09/19/18	COUNTY TECHNICAL REVIEW
10/19/18	CITY RESUBMITTAL
10/22/18	CITY RESUBMITTAL

REVISION SUMMARY

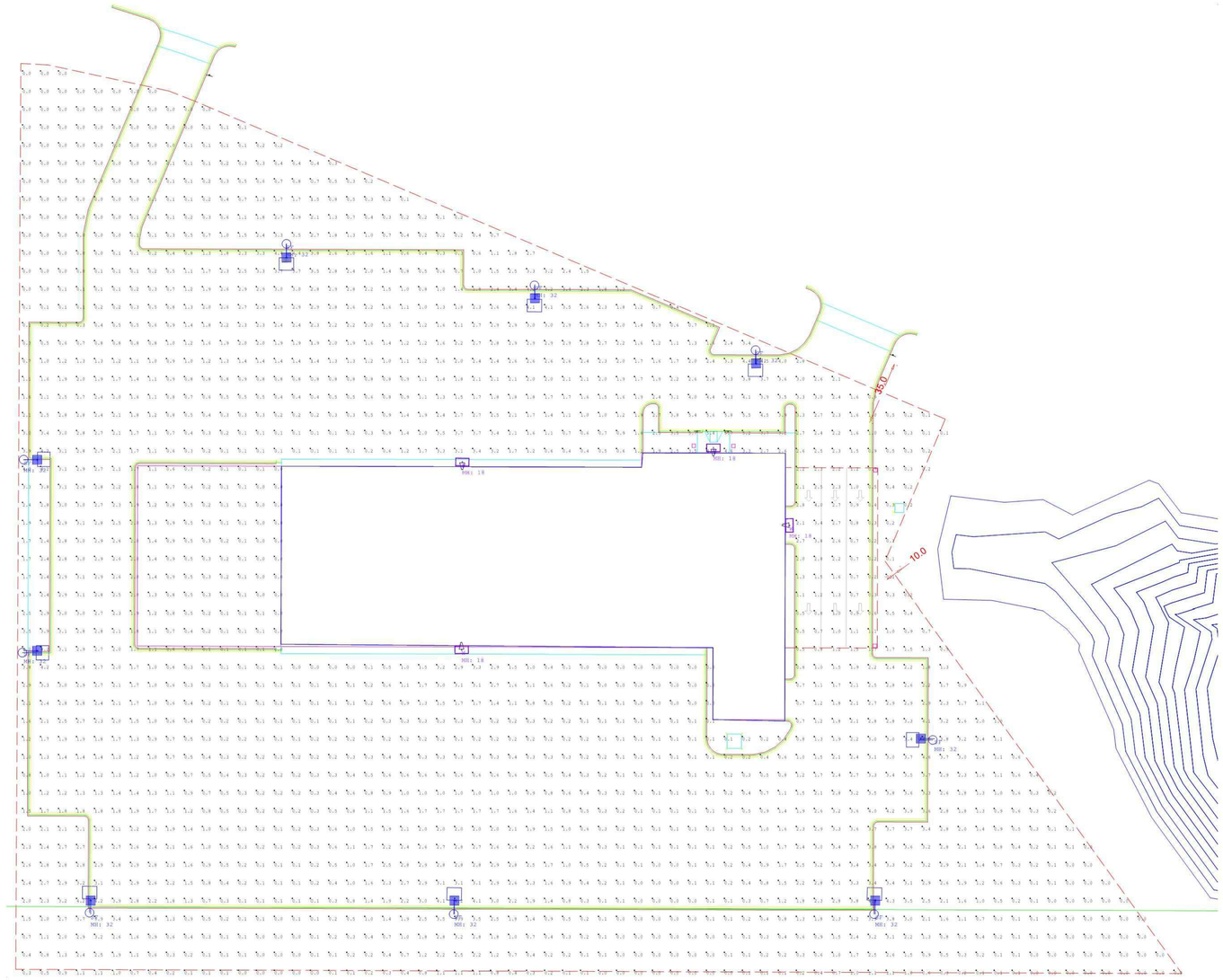
DATE	DESCRIPTION

PROJECT NUMBER: 18213

LANDSCAPE PLAN

L1.0

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Scale: 1 inch= 30 Ft.

Luminaire Schedule						
Symbol	Label	Qty	Arrangement	Lum. Lumens	LLF	Description
	W	4	SINGLE	8377	0.900	LSI XWM-LED-08-4-UE-BRZ
	SF	9	SINGLE	31402	0.900	LSI SAW-LED-30-SIL-E1-40-70CRT
				248.6		2237.4

Calculation Summary					
Label	CalcType	Units	Avg	Max	Min	Avg/Min	Max/Min
Site	Illuminance	Fc	1.25	5.8	0.0	N.A.	N.A.
Site	Illuminance	Fc	1.48	5.8	0.0	N.A.	N.A.
Pavement	Illuminance	Fc					

These drawings are for conceptual use only and are not intended for construction. Fixture runs and quantities should be verified prior to order. Values represented are an approximation generated from manufacturers photometric inhouse or independent lab tests with data supplied by lamp manufacturers.

24x36

LIGHTING NOTES:

1. ALL LIGHTING USED TO ILLUMINATE OFF-STREET PARKING AREAS SHALL BE ARRANGED TO DEFLECT LIGHT AWAY FROM ANY ADJOINING RESIDENTIAL DISTRICT OR PUBLIC STREET.
2. IF ANY BULBS ARE IN EXCESS OF 3,000 LUMENS (150 WATTS), IT SHALL BE DIRECTED THAT THE BULB IS NOT VISIBLE FROM OFF OF THE PROPERTY WHERE SUCH LIGHT SOURCE IS LOCATED.
3. POLE LOCATIONS AND SPACING SHALL COMPLY WITH CMU STANDARDS.
4. OFF-STREET PARKING LIGHT POLES SHALL NOT EXCEED CITY HEIGHT REQUIREMENTS.
5. PROVIDE RAISED BASE FOR ALL POLES IN PAVED PARKING AREAS AND AREAS WITHIN 24" OF CURB FROM EDGE OF POLE BASE.

LEGEND

GROUND-MOUNTED OFF-STREET PARKING LIGHT FIXTURE. MAKE, MODEL, AND COLOR TO BE COORDINATED W/ OWNER PRIOR TO CONSTRUCTION. SHOP DRAWINGS REQUIRED.

EXTERIOR BUILDING MOUNTED L.E.D. LIGHT FIXTURE. COLOR ADJUSTABILITY REQUIRED. SHOP DRAWINGS REQUIRED.

GOPHER STATE ONE CALL
WWW.GOPHERSTATEONECALL.ORG
(800) 252-1166 TOLL FREE
(651) 454-0002 LOCAL

1" = 30'-0"
15'-0" 0 30'-0"

Luma Sales Associates
Lighting and Controls

Revisions

#	Date	Comments

Drawn By: Kathy Frey
Date: 9/12/2018
Sales Agent: Steve Hahn
Scale: As Noted

Lazy Days RV
Ramsey MN

LS952-3214-3

CivilSite GROUP
Civil Engineering • Surveying • Landscape Architecture
4931 W. 35th Street, Suite 200
St. Louis Park, MN 55416
civilsitegroup.com 612-615-0060

Lazydays RV
THE RV AUTHORITY

PROJECT
LAZYDAYS OF RAMSEY
RIVERDALE DRIVE NW., RAMSEY, MN

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Patrick J. Sarver
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10/22/18	CITY RESUBMITTAL

REVISION SUMMARY

DATE	DESCRIPTION

PROJECT NUMBER: 18213

PHOTOMETRIC PLAN

LT1.0

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Submitted by Luma Sales Associates, Inc. on Sep 14, 2018Carianne Maki

Proj: Lazy Days RV Dealership - LS52-3214-3

Type: W
XWM 3 LED 08L 40 UE BRZ

MIRADA WALL SCONCE (XWM)



DOE LIGHTING FACTS
Department of Energy has verified representative product test data and results in accordance with its Lighting Facts Program. Visit www.lightingfacts.com for specific ordering strings.

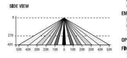
LIGHT OUTPUT • XWM • 3 3000K CCT

Lumens		Wattage	
3K	3K/5C	2.5	11.1
4K	4000	2.5	11.1
5K	5000	2.5	11.1
5C	5CCT	2.5	11.1

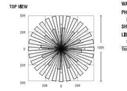
LCD Chips are Interactive, updated therefore values may increase.

COVERAGE DIAGRAM

SIDE VIEW



TOP VIEW



US & Int'L patents pending

SMARTTEC™ • LSI drivers feature integral sensor which reduces drive current, when ambient temperatures exceed rated temperature.

ENERGY SAVING CONTROL OPTIONS • 0/01-10V • 5-10 volt dimming enabled with LSI wireless controls.

OPTIONAL INTEGRAL MOTION SENSOR • Passive infrared motion sensor activates switching of luminaire light levels. High level light is activated when presently enter target zone and increased to full bright in 1-2 seconds. Low light level (30% of maximum drive current) is activated when target zone is unoccupied. Factory default for 5 minutes and is gradually ramped down (15 seconds) to low level. Sensor detection range 110° horizontal x 40° vertical x 10 meters maximum distance.

LEDS • Available with 5000K, 4000K or 3000K color temperature, 70 CRI minimum.

OPTICS/DISTRIBUTIONS • Ultra-high efficiency reflectors provide three distributions, Choose from Type 2, Type 3 or Type 5.

HOUSING • Three-piece die-cast aluminum housing is smoothly contoured low-profile shape. Mounting hardware is stainless steel or electrostatic silver. Housing and optical unit are sealed with extruded silicone gasket, supply conductors with molded EPDM bushing.

OPTICAL UNIT • Proprietary silicone refractor optics provide exceptional coverage and uniformity. Pressure stabilizing breather allows superslight protection while preventing cycling from building up internal pressures and vacuums that can stress optical unit seals.

WALL MOUNTING • Surface/recessed universal wall mounting plate easily mounts directly to 4" octagonal or square junction box. EPDM gasket is supplied to be installed between mounting plate and junction box, sealing junction box from entrance of water. Universal plate permits fixture to be mounted in uplighting (indoor only) or downlighting positions. Optional pole-mounting bracket permits mounting to standard poles (XPMA).

ELECTRICAL • Nonvoltage type protection (including separate surge protection built into electronic driver) meets IEEE C62.41.2-2002, Location Category C. Available with universal voltage power supply 120vAC/277vAC (50/60Hz input) or 347-480VAC.

DRIVER • Drivers are dimming, standard. Components are UL recased in potting material for IP65 moisture resistance, Driver complies with IEC and FCC standards. Driver can be easily accessible.

EMERGENCY OPTIONS • Optional integral emergency battery-pack-up options are available. 8W option operates in 0°C to 60°C ambient temperature and CXXW operates in +20°C to 50°C ambient temperatures. When primary AC power failure occurs, both options operate 90 LEDs for minimum of 90 minutes.

OPERATING TEMPERATURE • -40°C to +50°C (-40°F to +122°F).

FINISH • Fixtures are finished with LSI's DuraGrip® polyester powder coat finishing process. The DuraGrip finish withstands extreme weather changes without cracking or peeling.

WARRANTY • LSI LED fixtures carry a limited 5-year warranty.

PHOTOMETRICS • Please visit our web site at www.lightingsolutions.com for detailed photometric data.

SHIPPING WEIGHT (in carton) • 30 lbs./13.6Kg

LISTING • LSI listed to ANSI/UL 1598, UL8750 and other U.S. and international safety standards. Suitable for wet locations in downlight position.

This product, or selected versions of this product, meet the standards listed below. Please consult factory for your specific requirements.

RoHS Compliant

cULus Listed ARRA Compliant IP65 FC Compliant

Project Name _____ Fixture Type _____ 10/20/17

Catalog # _____ 2128/7

LSI INDUSTRIES INC.

Submitted by Luma Sales Associates, Inc. on Sep 14, 2018Carianne Maki

Proj: Lazy Days RV Dealership - LS52-3214-3

Type: W
XWM 3 LED 08L 40 UE BRZ

MIRADA WALL SCONCE (XWM)

LUMINAIRE ORDERING INFORMATION

TYPICAL ORDER EXAMPLE: **XWM FT LED 08L 50 UE WHT IMS**

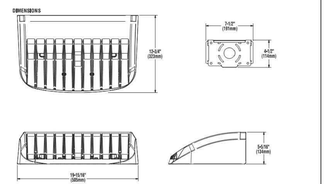
Prefix	Distribution	Light Source	Drive*	Cable Temperature	Input Voltage	Finish	Optional Goods	Optional Arrays/Options
XWM - Mirada Wall Sconce	FT - Forward Throw SR - Short Radial LR - Long Radial (Symmetrical Pattern Photos)	LED	20 = 2,000 Lumens 30 = 3,000 Lumens 50 = 5,000 Lumens	30 = 3000K 40 = 4000K 50 = 5000K	(Universal) 120-277VAC HVOLT - 347-480VAC XV - 120VAC	BRZ = Bronze WHT = White SVG = Satin Verde Green BLK = Black MSV = Metallic Silver	**Wireless Control System*** - Select One: UE = Universal Enabled (utilizes separately ordered Access Point and Gateway) CWBD = Cat6 Wireless Battery Backup** WMA = Pole Mounting Bracket	**Arrays** - Select One: (Blank) = Standard MS = Motion Sensor** **Options** - Select One: (Blank) = Standard PCR = Photocell Receptacle PCRDIM = Photocell Receptacle with Dimming Control PCRDIMSC = Photocell Receptacle with Dimming Control and Smart Cable

ACCESSORY ORDERING INFORMATION (Accessories are fully modular)

Description	Order Number
XWM FT 4 Surface Mount Box (Includes 4 Mounting Screws)	XWM4SMB
XWM SR 4 Surface Mount Box (Includes 4 Mounting Screws)	XWM4SMB
XWM LR 4 Surface Mount Box (Includes 4 Mounting Screws)	XWM4SMB
PCR120 Photocell for use with PCR option (120V)	PCR120
PCR277 Photocell for use with PCR option (277V)	PCR277
PCR347 Photocell for use with PCR option (347-480V)	PCR347
PCRDIM Photocell for use with PCRDIM option (120V)	PCRDIM
PCRDIMSC Photocell for use with PCRDIMSC option (120V)	PCRDIMSC
MS/DIM-SURF Motion Sensor for use with MS option (Surface Mount)	MS/DIM-SURF
MS/DIM-FLUSH Motion Sensor for use with MS option (Flush Mount)	MS/DIM-FLUSH
MS/DIM-EXT Motion Sensor for use with MS option (Extended Mount)	MS/DIM-EXT
MS/DIM-LENS Motion Sensor Replacement Lens	MS/DIM-LENS
MS/DIM-TOOL Motion Sensor Programming Tool	MS/DIM-TOOL
WMA Wall Mounting Bracket	WMA

FOOTNOTES:
1 = Consult factory for availability & Lead Time.
2 = Not available with ALSCK, PCRDIMSC and Button Type Photocells.
3 = Not available in WH.
4 = Not available with ALSC, PCRDIMSC and Button Type Photocells.
5 = Not available with CWBD, Wireless Controls Options, Photocell Type Photocells and PCRDIMSC.
6 = Not available with EMT and Button Type Photocells.
7 = WMA is a Strain Relief Bracket which is field adjustable, not a hard field Remote Configurator Tool, used to create the ordered assembly. See Accessory Ordering Information.
8 = Not available with ALSC, Wireless Controls Options and PCRDIM.
9 = Not available with ALSC, PCRDIMSC and Button Type Photocells.
10 = Must be used with ALSC or ALSCK controls.
11 = Not available with CWBD, Wireless Controls Options and PCRDIMSC.
12 = Factory installed PCR/PCRDIM required. See Accessories.
13 = Not available with PCR, PCRDIM or PCRDIMSC.
14 = Not available with Wireless Control systems and MS.
15 = "XLSK" denotes Knock. See Finish options.
16 = Must be used with ALSC or ALSCK controls.

DIMENSIONS



Control Options

(Blank) - Standard
Non-Wireless Control

UE - Universal Enabled
Wireless Control

CWBD - Cat6 Wireless Battery Backup
Wireless Control

Sensor/Receptacle Control Options
(Blank) = None
PCR = Photocell Receptacle
PCRDIM = Photocell Receptacle with Dimming Control
PCRDIMSC = Photocell Receptacle with Dimming Control and Smart Cable

Arrays
(Blank) = Standard
MS = Motion Sensor**

Options
(Blank) = None
WMA = Pole Mounting Bracket

Finish
BRZ - Bronze
WHT - White
BLK - Black
MSV - Metallic Silver
SVG - Satin Verde Green
PLP - Platinum Plus
XLSK - Satin Knock Down

Voltage
(Blank) = 120-277VAC
HVOLT - 347-480VAC
XV - 120VAC

Color Temp
30 - 3,000 CCT
40 - 4,000 CCT
50 - 5,000 CCT
5C - 3,000-5CCT
AMB - Amber*

Color Rendering
70 - 70 CRI
80 - 80 CRI

Controls
(Blank) - None
ALSC - AirLink Synapse Control System***
ALSCK - AirLink Synapse Control System*** - Knock Down
MSSC - Integral Indoor & Daylight Sensor (30 min set-up)

Shield Matte Controls
CST - 0-10v Dimming*
MSC - Integral Motion & Daylight Sensor**

Options
(Blank) - None
PCRDIM - 120V
PCRDIM - 208V
PCRDIM - 240V
PCRDIM - 277V
PCRDIM - 347V
PCRDIM - 480V
PCRDIMSC - 120V
PCRDIMSC - 208V
PCRDIMSC - 240V
PCRDIMSC - 277V
PCRDIMSC - 347V
PCRDIMSC - 480V
WMA = Pole Mounting Bracket

Project Name _____ Fixture Type _____ 10/20/17

Catalog # _____ 2128/7

LSI INDUSTRIES INC.

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Submitted by Luma Sales Associates, Inc. on Sep 14, 2018Carianne Maki

Proj: Lazy Days RV Dealership - LS52-3214-3

Type: W
XWM 3 LED 08L 40 UE BRZ

AirLink™
enabled by Synapse®

Wireless Lighting Controller

The AirLink integrated controller is a California Title 24 compliant lighting controller that provides multi-point light monitoring and control with cable-grade power monitoring. It includes a 24V sensor input and power supply to connect up to two (2) sensors into the outdoor AirLink wireless lighting system.

Features

- 2% Utility Grade Power Monitoring
- Up to 80% Savings through smart dimming
- True On/Off functionality via switched relay
- Seamlessly integrates into the outdoor AirLink wireless lighting control solution & Self-healing Mesh Networking
- Relay closes on power loss
- Supports a wide range of LED drivers and fixtures
- Class 1 / Class 2 0-10V Dimming Control
- Direct Connect up to two (2) to 24V Occupancy Sensors and Photocells (consult sales for compatible list)
- Secure, over-the-air upgrades to support future enhancements
- Excellent RF Range — 1,000ft LoS between controllers
- Available in a metal-cased version with quick connect terminal blocks
- Lights default to on for safety

Specifications

Regulatory Approvals

- FCC, IC, CE certified
- cULus Listed
- California Title 24 compliant

Power and Performance

- Operating environmental -40°F to 131°F (-40°C to 55°C)
- Input power: 100-277 VAC +/- 10% (Max 300V/47/64 Hz)
- Switched output: Default ON; Zero Cross Switching
- Load rating: 5A @ 100V to 277V (+/- 10%)
- Dimming: 0-10V control; Output: Class 1/2 - 20mA Source Max / 50mA Sink Max
- Sensors inputs: 0-10V (photocell sensors), 0-24V (all other sensors); Sensor power supply: 24VDC @ 50mA

Other

- Dimensions: 8.2" L x 2.3" W x 1.3" H (209mm L x 59mm W x 33mm H) without antennas
- Radio: SWAP 2.4 GHz; 802.15.4; +20 dBm Transmit Power; -105 dBm Receive Sensitivity; excellent RF Range — 1,000ft LoS between controllers.

Electrical

- High-performance driver features over-voltage, under-voltage, short-circuit and over temperature protection.
- 0-10V dimming (10% - 100%) standard.
- Standard Universal Voltage (120-277 Vac) Input 50/60 Hz or optional High Voltage (347-480 Vac).
- LSI Calculated Life: >70k Hours (See Lumen Maintenance on Page 3).
- Total harmonic distortion: <20%.
- Operating temperature: -40°C to +50°C (-40°F to +122°F). 4S, lumen package rated to +40°C.
- Power factor: > .90.
- Input power stays constant over life.
- Integral 10kV common surge protection device meets a minimum Category C Low operation (per ANSI/IEEE C62.41.2).
- High-efficacy LEDs mounted to metal-core circuit board to maximize heat dissipation.
- Terminal block provided accepts up to 10ga wire.
- Components are fully encased in potting material for moisture resistance. Driver complies with FCC standards. Driver and key electronic components can easily be accessed.

Contact LSI Controls

Sales: controls.sales@lsi-industries.com

Support: controls.support@lsi-industries.com; 1 (800) 436-7800 (support, option 8)

More information: For more information on AirLink, visit our website at www.lsi-airlink.com/airlink

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05/04/18

Submitted by Luma Sales Associates, Inc. on Sep 14, 2018Carianne Maki

Proj: Lazy Days RV Dealership - LS52-3214-3

Type: SF
SLM LED 30L SIL FT UNV DIM 40 70CRI BRZ

Slice Medium - SLM
Outdoor LED Area Light

Catalog #: | Project :
Prepared By : | Date :

The Slice's sleek design makes it perfectly-suited for Commercial & Industrial applications, while its cost-effective die-cast aluminum housing makes its acquisition cost very competitive. The Slice offers high performance distribution optics, die cast aluminum housing, 42,000+ lumens and is available with integral Airlink Synapse controls.

Features & Specifications

Optical System

- State-of-the-Art one piece silicone optic sheet delivers industry leading optical control with an integrated gasket to provide IP66 rated sealed optical chamber in 1 component.
- Proprietary silicone refractor optics provide exceptional coverage and uniformity. Pressure IP66 rated to 14.7 psi and IP68.
- Silicone optical material does not yellow or crack with age and provides a typical light transmittance of 93%.
- Two optical options:
- Available in 5000K, 4000K, 3000K, 2700K and Amber color temperatures per ANSI C78.377.
- Minimum CRI of 70. Optional 80 CRI available, consult factory for lead time.
- Integral Lower (L) option available for improved back-light control without sacrificing street side performance. See page 5 for more details.

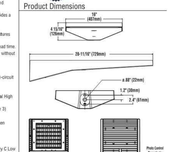
Electrical

- High-performance driver features over-voltage, under-voltage, short-circuit and over temperature protection.
- 0-10V dimming (10% - 100%) standard.
- Standard Universal Voltage (120-277 Vac) Input 50/60 Hz or optional High Voltage (347-480 Vac).
- LSI Calculated Life: >70k Hours (See Lumen Maintenance on Page 3).
- Total harmonic distortion: <20%.
- Operating temperature: -40°C to +50°C (-40°F to +122°F). 4S, lumen package rated to +40°C.
- Power factor: > .90.
- Input power stays constant over life.
- Integral 10kV common surge protection device meets a minimum Category C Low operation (per ANSI/IEEE C62.41.2).
- High-efficacy LEDs mounted to metal-core circuit board to maximize heat dissipation.
- Terminal block provided accepts up to 10ga wire.
- Components are fully encased in potting material for moisture resistance. Driver complies with FCC standards. Driver and key electronic components can easily be accessed.

IP66 Rated | RoHS Compliant | ARRA Compliant | cULus Listed

Made in the USA

Product Dimensions



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Submitted by Luma Sales Associates, Inc. on Sep 14, 2018Carianne Maki

Proj: Lazy Days RV Dealership - LS52-3214-3

Type: SF
SLM LED 30L SIL FT UNV DIM 40 70CRI BRZ

Slice Medium - SLM
Outdoor LED Area Light

Features & Specifications (Cont.)

Construction

- Rugged die-cast aluminum housing contains factory prewired driver and integral user-set. Cast aluminum wiring access door located underneath.
- Designed to mount to square poles.
- Luminaire is proudly manufactured in the U.S.of U.S. and imported parts.
- IP66 rated housing protects integral components from harsh environments.
- UL rated for ANSI C136.31 high vibration applications
- Fixtures are finished with LSI's DuraGrip™ polyester powder coat finishing process. The DuraGrip finish withstands extreme weather changes without cracking or peeling. Other standard LSI finishes available. Consult factory.
- Shipping weight: 30 lbs in carton.

Controls

- Optional integral passive infrared motion and daylight sensor activates switching of luminaire light levels (see page 6 for more details).
- 7-pin ANSI C136.41-2013 photocontrol receptacle option available for twist lock photocontrols or wireless control modules.
- LSI's AirLink™ wireless control system options reduce energy and maintenance costs while optimizing light quality 24/7. (see page 6 for more details)

Installation

- A single fastener secures the hinged door, underneath the housing and provides quick & easy access to the electrical compartment for installing/ servicing.
- Included terminal block provides quick and easy on-site wiring.
- Utilizes LSI's traditional 3" drill pattern for easy fastening of LSI products (See drawing on page 5)

Warranty

- LSI LED Fixtures carry a 5-year warranty.

Listings

- Listed to UL 1598 and UL 8750.
- RoHS Compliant.
- American Recovery and Reinvestment Act Funding Compliant.
- IDA compliant, with 3000K color temperature selection.
- Suitable for wet Locations.
- IP66 rated Luminaire. IP66 rated optical chamber.
- 3G rated for ANSI C136.31 high vibration applications

Performance

ELECTRICAL DATA*

Lumen Package	Watts	120V	208V	240V	277V	347V	480V
5L	70.1	0.61	0.35	0.30	0.27	0.21	0.15
7L	98.3	0.84	0.48	0.42	0.38	0.29	0.21
10L	140.1	1.20	0.70	0.60	0.54	0.42	0.30
14L	194.8	1.68	0.98	0.84	0.76	0.58	0.42
18L	247.8	2.14	1.24	1.06	0.96	0.74	0.54
25L	343.1	2.96	1.72	1.48	1.34	1.03	0.74
40L	555.2	4.84	2.80	2.42	2.18	1.68	1.21

*Electrical data at 25C (77F). Actual wattage may differ by +/-10%.

RECOMMENDED LUMEN MAINTENANCE(Y=24,432+)

Ambient	Initial*	25,16*	50,16*	75,16*	100,16*
5-40 C	100%	100%	97%	94%	92%

RECOMMENDED LUMEN MAINTENANCE (0-10L)

Ambient	Initial*	25,16*	50,16*	75,16*	100,16*
5-40 C	100%	98%	96%	87%	85%

* Lumen maintenance values at 25C are calculated per TM-21 based on LM-80 data and in-situ testing. Extrapolation used to project performance at in-use conditions after 6,000 hours of operation. Illuminating Engineering Society does not endorse the values listed above and makes no claims as to their accuracy. Actual performance may differ as a result of in-use conditions. Refer to www.lsi-industries.com/lighting for the most current version of the IESNA LM-80-08 test report and for more information on the device under testing.

Fixture IES Files Available Upon Request

Input Current (Amps)					Selectable Supported				
VAC	1	2	3	4	VAC	1	2	3	4
120	0.6	1.2	1.7	2.3	120	0.6	1.2	1.7	2.3
208	0.4	0.7	1.1	1.4	208	0.4	0.7	1.1	1.4
240	0.3	0.6	1.0	1.2	240	0.3	0.6	1.0	1.2
277	0.3	0.5	0.8	1.1	277	0.3	0.5	0.8	1.1
347	0.2	0.5	0.7	0.9	347	0.2	0.5	0.7	0.9
480	0.2	0.4	0.5	0.7	480	0.2	0.4	0.5	0.7

LUMINAIRE EPA (TAA) - 1L=1ft

Single	0.8
2@90°	1.1
2@180°	0.9
3@90°	1.8
3@120°	1.8
4@90°	2.1

Specifications and dimensions subject to change without notice.

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06/04/18

Submitted by Luma Sales Associates, Inc. on Sep 14, 2018Carianne Maki

Proj: Lazy Days RV Dealership - LS52-3214-3

Type: SF
SLM LED 30L SIL FT UNV DIM 40 70CRI BRZ

Slice Medium - SLM
Outdoor LED Area Light

AirLink™ enabled by Synapse®

1 Integrated Wireless Lighting Controller



Features

- True On/Off functionality via switched relay
- Relay closes on power loss
- Supports a wide range of LED drivers and fixtures
- Direct Connect up to two (2) to 24V Occupancy Sensors and Photocells (consult sales for compatible list)
- Available in a metal cased version with quick connect terminal blocks
- Lights default to on for safety
- Dimensions: 8.2" L x 2.3" W x 1.3" H (209mm L x 59mm W x 33mm H) without antennas

Regulatory Approvals

- FCC, IC certified
- cULus and DLC Listed
- California Title 24 compliant

Power and Performance

- Operating environmental: -40°F to 131°F (-40°C to 55°C)
- Input power: 100-277 VAC +/- 10% (Max 300V/47/64 Hz
- Switched output: Default ON; Zero Cross Switching
- Load rating: 5A @ 100V to 277V (+/- 10%)
- Dimming: 0-10V control; Output: Class 1/2 - 20mA Source Max / 50mA Sink Max
- Sensors inputs: 0-10V (photocell sensors), 0-24V (all other sensors); Sensor power supply: 24VDC @ 50mA

2 Wireless Lighting Controller 5 Pin & 7 Pin Twist Lock (accessory with Photoelectric Control Receptacle)



Features

- Integrated Photocell
- ANSI C136.41 Dimming Receptacle Support
- Digital sensor input for motion sensing (ALSC UNV TL7 only)
- Dimensions: 4.53" W x 2.68" H (115mm W x 68mm H)

Regulatory Approvals

- FCC, IC certified
- UL and DLC Listed

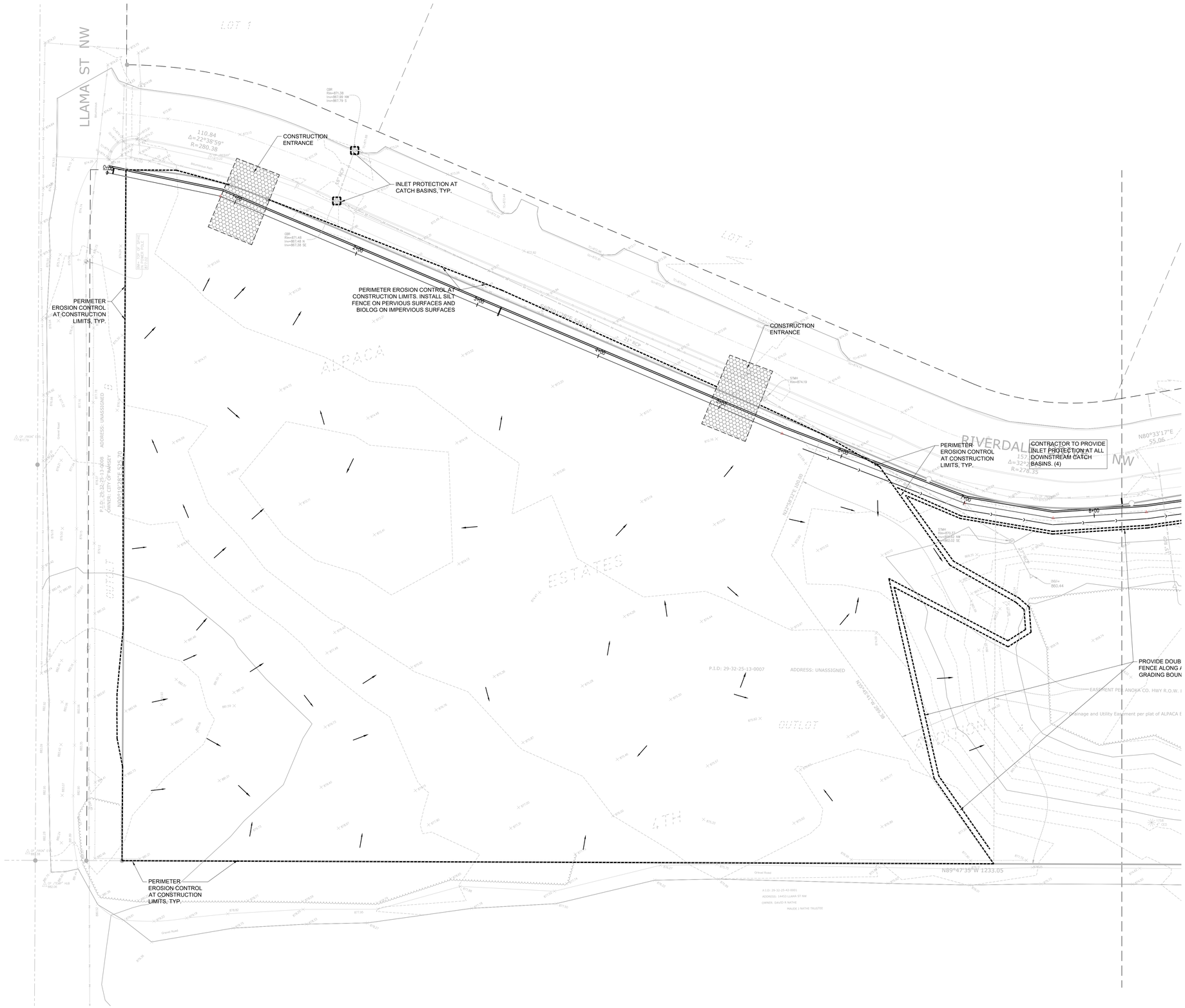
Power and Performance

- Operating environmental: -40°F to 158°F (-40°C to 70°C); 20% to 90% RH non-condensing; IP66
- Input power: 100-277 VAC +/- 10% (Max 300V/50/60 Hz
- Switched output: Default ON
- Load rating: 5A @ 100V to 277V (+/- 10%)
- Dimming output: maximum current 10mA
- Sensor input: One digital input that can be used for motion-based lighting controls (ALSC UNV TL7 only)
- Power readings: Voltage, Watts

Accessory Ordering Information

Description	Order Number	Description	Order Number
PC 120/Photocell for use with PCR option (120V)*	153974	PMS/DIM - DIM Pole Mount Occupancy Sensor *	MSDIMSURF
PCR277 Photocell for use with PCR option (208V, 240V, 277V) *	153976	PR7/DI Single Fusing (120V) *	PR7DI
PCR347 Photocell for use with PCR option (347V)*	153978	PR7DT Single Fusing (277V) *	PR7DT
PCRDIM Photocell for use with PCR option (480V) *	153980	PR7/DIM Double Fusing (480V) *	DPR480
ALSC-UNV-TL7 - AirLink 7-1	881003	ALS-MED-WM - SLM Med Wall Mount Bracket *	SMEDSSLM
ALSX-UNV-TL7 - AirLink 7-1	881003	MRKIT/ Remote Configurator Tool	SMWKIT
		IL - Integral Indoor Kit	SMKIT

FOOTNOTES:
1 - Consult factory for availability & Lead Time.
2 - Not available with ALSCK, PCRDIMSC and Button Type Photocells.
3 - Not available in WH.
4 - Not available with ALSC, PCRDIM DST and Button Type Photocells.
5 - Not available with CWBD, Wireless Controls Options, Photocell Type Photocells and PCRDIMSC.
6 - Not available with EMT and Button Type Photocells.
7 - WMA is a Strain Relief Bracket which is field adjustable, not a hard field Remote Configurator Tool, used to create the ordered assembly. See Accessory Ordering Information.
8 - Not available with ALSC, Wireless Controls Options and PCRDIM.
9 - Not available with ALSC, PCRDIMSC and Button Type Photocells.
10 - Must be used with ALSC or ALSCK controls.
11 - Not available with CWBD, Wireless Controls Options and PCRDIMSC.
12 - Factory installed PCR/PCRDIM required. See Accessories.
13 - Not available with PCR, PCRDIM or PCRDIMSC.
14 - Not available with Wireless Control systems and MS.
15 - "XLSK" denotes Knock. See Finish options.
16 - Must be used with ALSC or ALSCK controls.
17 - Integral Indoor Kit (IL) is not available with Button Type Photocells, MS/DIM-EXT, MS/DIM-LENS, MS/DIM-TOOL, PCR, PCRDIM, PCRDIMSC, PR7/DI, PR7/DT, DPR480, SMEDSSLM, SMWKIT, SMKIT.
18 - Not available with ALSC or ALSCK controls.
19 - Not available with PCR, PCRDIM or PCRDIMSC.
20 - Not available with ALSC, PCRDIM and Button Type Photocells.
21 - Not available with ALSC, PCRDIMSC and Button Type Photocells.
22 - Not available with ALSC, PCRDIMSC and Button Type Photocells.
23 - Not available with ALSC, PCRDIMSC and Button Type Photocells.
24 - Not available with ALSC, PCRDIMSC and Button Type Photocells.
25 - Not available with ALSC, PCRDIMSC and Button Type Photocells.
26 - Not available with ALSC, PCRDIMSC and Button Type Photocells.
27 - Not available with ALSC, PCRDIMSC and Button Type Photocells.
28 - Not available with ALSC, PCRDIMSC and Button Type Photocells.
29 - Not available with ALSC, PCRDIMSC and Button Type Photocells.
30 - Not available with ALSC, PCRDIMSC and Button Type Photocells.
31 - Not available with ALSC, PCRDIMSC and Button Type Photocells.
32 - Not available with ALSC, PCRDIMSC and Button Type Photocells.
33 - Not available with ALSC, PCRDIMSC and Button Type Photocells.
34 - Not available with ALSC, PCRDIMSC and Button Type Photocells.
35 - Not available with ALSC, PCRDIMSC and Button Type Photocells.
36 - Not available with ALSC, PCRDIMSC and Button Type Photocells.
37 - Not available with ALSC, PCRDIMSC and Button Type Photocells.
38 - Not available with ALSC, PCRDIMSC and Button Type Photocells.
39 - Not available with ALSC, PCRDIMSC and Button Type Photocells.
40 - Not available with ALSC, PCRDIMSC and Button Type Photocells.
41 - Not available with ALSC, PCRDIMSC and Button Type Photocells.
42 - Not available with ALSC, PCRDIMSC and Button Type Photocells.
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ALL SPECIFIED EROSION AND SEDIMENT CONTROL PRACTICES, AND MEASURES CONTAINED IN THIS SWPPP ARE THE MINIMUM REQUIREMENTS. ADDITIONAL PRACTICES MAY BE REQUIRED DURING THE COURSE OF CONSTRUCTION.

SWPPP NOTES:

1. THIS PROJECT IS GREATER THAN ONE ACRE AND WILL REQUIRE AN MPCA NPDES PERMIT. CONTRACTOR IS RESPONSIBLE FOR OBTAINING ANY EROSION CONTROL PERMITS REQUIRED BY THE CITY.

2. SEE SHEETS SW1.0 - SW1.5 FOR ALL EROSION CONTROL NOTES, DESCRIPTIONS, AND PRACTICES.

3. SEE GRADING PLAN FOR ADDITIONAL GRADING AND EROSION CONTROL NOTES.

4. CONTRACTOR IS RESPONSIBLE FOR SWPPP IMPLEMENTATION, INSPECTIONS, AND COMPLIANCE WITH NPDES PERMIT.

CITY OF RAMSEY EROSION CONTROL NOTES:

1. RESERVED FOR CITY SPECIFIC EROSION CONTROL NOTES.

LEGEND:

- 1125 — EX. 1' CONTOUR ELEVATION INTERVAL
- 1137 — 1.0' CONTOUR ELEVATION INTERVAL
- DRAINAGE ARROW
- SILT FENCE / BIOROLL - GRADING LIMIT
- INLET PROTECTION
- STABILIZED CONSTRUCTION ENTRANCE

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WWW.GOPHERSTATEONECALL.ORG
(800) 252-1166 TOLL FREE
(651) 454-0002 LOCAL

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1" = 30'-0"
15'-0" 0 30'-0"

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4931 W. 35th Street, Suite 200
St. Louis Park, MN 55416
civilsitegroup.com 612-615-0060

Lazydays RV
THE RV AUTHORITY

PROJECT

LAZYDAYS OF RAMSEY

RIVERDALE DRIVE NW., RAMSEY, MN

LAZYDAYS OF RAMSEY
8390 HIGHWAY 10 NW, ANOKA, MN 55303

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.

Matthew R. Pavek
DATE 09/10/18 LICENSE NO. 44263

ISSUE/SUBMITTAL SUMMARY

DATE	DESCRIPTION
07/09/18	CITY SUBMITTAL
09/10/18	CITY RESUBMITTAL
09/19/18	COUNTY TECHNICAL REVIEW
10/19/18	CITY RESUBMITTAL
10/22/18	CITY RESUBMITTAL

REVISION SUMMARY

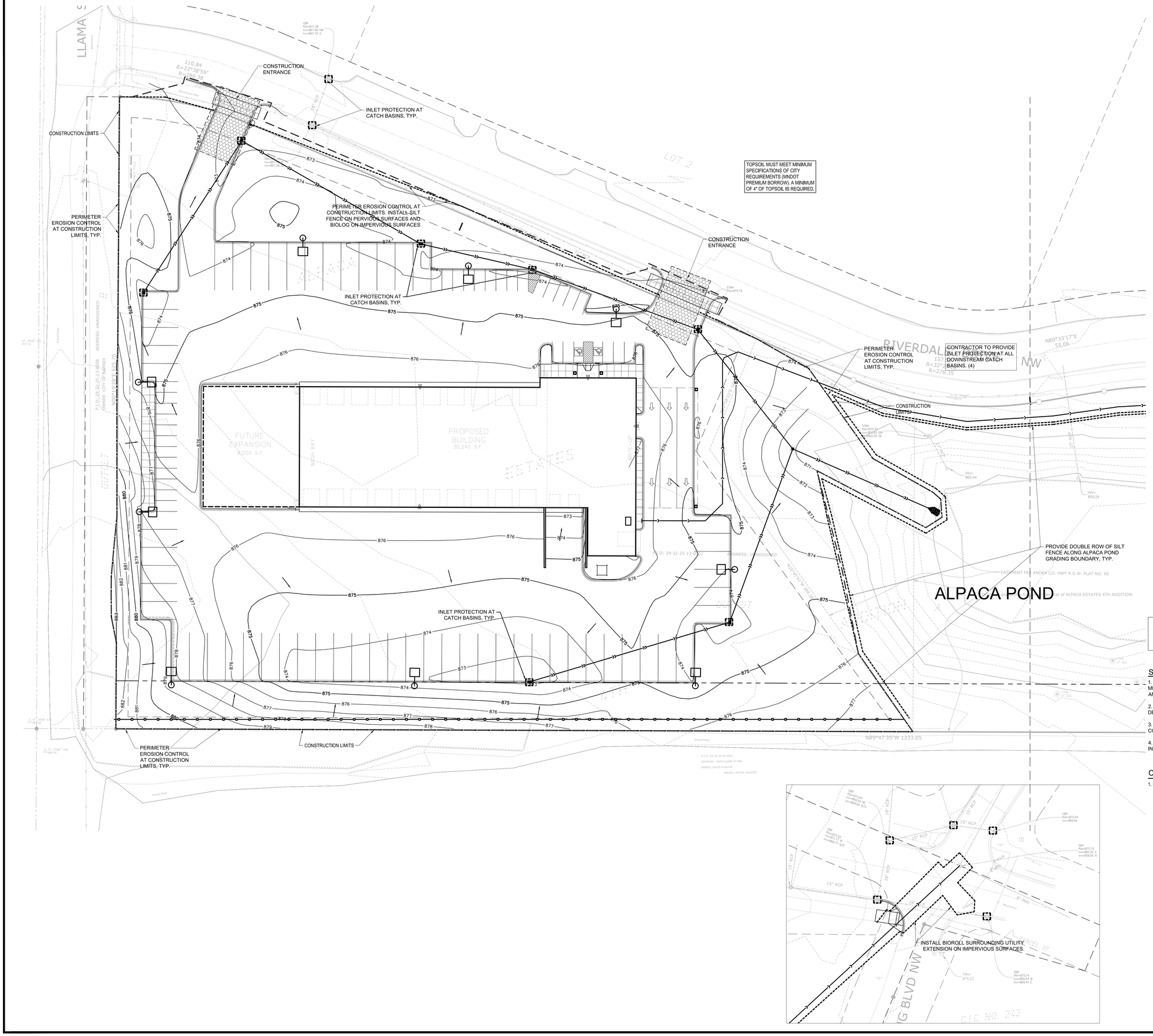
DATE	DESCRIPTION

PROJECT NUMBER: 18213

SWPPP - EXISTING CONDITIONS

SW1.0

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1. RESERVED FOR CITY SPECIFIC EROSION CONTROL NOTES.

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- EX. 1' CONTOUR ELEVATION INTERVAL (1125)
- 1.0' CONTOUR ELEVATION INTERVAL (1137)
- DRAINAGE ARROW
- SILT FENCE / BIOROLL - GRADING LIMIT
- INLET PROTECTION
- STABILIZED CONSTRUCTION ENTRANCE

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Lazydays RV
THE RV AUTHORITY

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REVISION SUMMARY

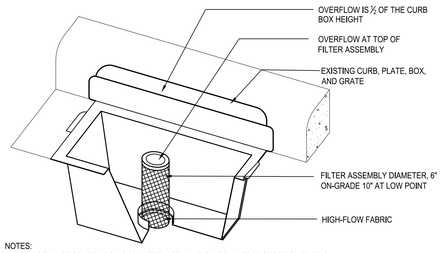
DATE	DESCRIPTION

PROJECT NUMBER: 18213

SWPPP - PROPOSED CONDITIONS

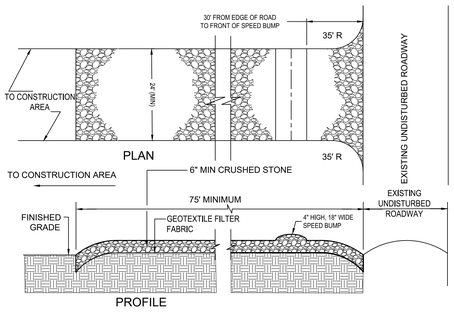
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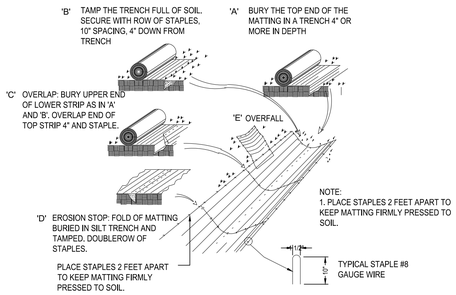
NOTES:
1. REPLACE INLET GRATE UPON COMPLETE INSTALLATION OF INLET PROTECTION FABRIC.
2. CONTRACTOR SHALL REMOVE ALL ACCUMULATED SEDIMENT AND DEBRIS FROM THE SURFACE OF THE SYSTEM AFTER EACH STORM EVENT AND AT THE COMPLETION OF THE CONTRACT.
3. REFERENCE APPLE VALLEY STANDARD PLATE ERO-4C.

1 CURB INLET FILTER
NTS

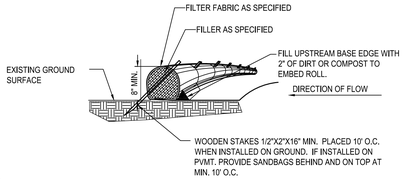


NOTES:
1. PROVIDE APPROPRIATE TRANSITION BETWEEN STABILIZED CONSTRUCTION ENTRANCE AND UNDISTURBED ROADWAY.
2. THE ENTRANCE SHALL BE MAINTAINED IN A CONDITION WHICH WILL PREVENT TRACKING OR FLOWING OF SEDIMENT ONTO UNDISTURBED ROADWAY. THIS MAY REQUIRE PERIODIC TOP DRESSING WITH ADDITIONAL STONE OR ADDING STONE TO THE LENGTH OF THE ENTRANCE.
3. REPAIR AND CLEANOUT MEASURES USED TO TRAP SEDIMENT.
4. ALL SEDIMENT SPILLED, DROPPED, WASHED, OR TRACKED ONTO UNDISTURBED ROADWAY SHALL BE REMOVED AS DIRECTED BY THE ENGINEER.
5. FINAL LOCATION AND INSTALLATION SHALL BE COORDINATED WITH THE CITY PRIOR TO CONSTRUCTION ACTIVITIES.
6. CRUSHED STONE SHALL BE 1-1/2" DIA. CLOSE GRADED, AND IN ACCORDANCE TO MNDOT SECTION 2118.

2 STABILIZED CONSTRUCTION ACCESS
NTS

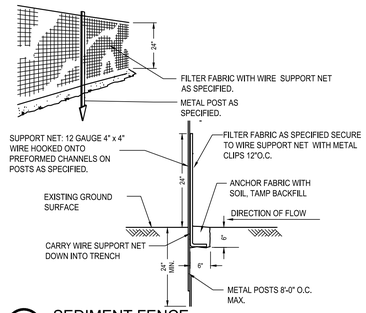


3 EROSION BLANKET
NTS



NOTE:
1. COMPOST FILTER LOGS (BIO ROLLS) SHALL BE FILTREXX EROSION CONTROL SOXX OR APPROVED EQUAL.
2. COMPOST FILLER TO BE MADE FROM A COMPOST BLEND 30%-40% GRADE 2 (SPEC 3890) AND 60%-70% PARTIALLY DECOMPOSED WOOD CHIPS, PER MNDOT SPEC 3897.
3. FILTER FABRIC SHALL BE GEOTEXTILE KNITTED MATERIAL WITH MAX. OPENINGS OF 3/8".
4. IF MULTIPLE ROLLS NEEDED, OVERLAP BY MIN. 12" AT ENDS AND STAKE.
5. SILT SHALL BE REMOVED ONCE IT REACHES 80% OF THE HEIGHT OF THE ROLL OR AS DEEMED NECESSARY BY SITE CONTRACTOR TO MAINTAIN PROPER FUNCTION.

4 SEDIMENT BIO-ROLL / COMPOST FILTER LOG
NTS



5 SEDIMENT FENCE
NTS

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PROJECT

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REVISION SUMMARY

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PROJECT NUMBER: 18213

SWPPP - DETAILS

SW1.2

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THE CONTRACTOR AND ALL SUBCONTRACTORS INVOLVED WITH A CONSTRUCTION ACTIVITY THAT DISTURBS SITE SOIL OR WHO IMPLEMENT A POLLUTANT CONTROL MEASURE IDENTIFIED IN THE STORM WATER POLLUTION PREVENTION PLAN (SWPPP) MUST COMPLY WITH THE REQUIREMENTS OF THE NATIONAL POLLUTION DISCHARGE ELIMINATION SYSTEM (NPDES) GENERAL PERMIT (DATED AUGUST 1, 2018 # MNR100001) AND ANY LOCAL GOVERNING AGENCY HAVING JURISDICTION CONCERNING EROSION AND SEDIMENTATION CONTROL.

STORMWATER DISCHARGE DESIGN REQUIREMENTS

SWPPP

THE NATURE OF THIS PROJECT WILL BE CONSISTENT WITH WHAT IS REPRESENTED IN THIS SET OF CONSTRUCTION PLANS AND SPECIFICATIONS. SEE THE SWPPP PLAN SHEETS AND SWPPP NARRATIVE (ATTACHMENT A: CONSTRUCTION SWPPP TEMPLATE) FOR ADDITIONAL SITE SPECIFIC SWPPP INFORMATION. THE PLANS SHOW LOCATIONS AND TYPES OF ALL TEMPORARY AND PERMANENT EROSION PREVENTION AND SEDIMENT CONTROL BMPS, STANDARD DETAILS ARE ATTACHED TO THIS SWPPP DOCUMENT,

THE INTENDED SEQUENCING OF MAJOR CONSTRUCTION ACTIVITIES IS AS FOLLOWS:
1. INSTALL STABILIZED ROCK CONSTRUCTION ENTRANCE
2. INSTALLATION OF SILT FENCE AROUND SITE
3. INSTALL ORANGE CONSTRUCTION FENCING AROUND INFILTRATION AREAS.
4. CLEAR AND GRUB FOR TEMPORARY SEDIMENT BASIN / POND INSTALL
5. CONSTRUCT TEMPORARY SEDIMENT BASIN / POND (SECTION 14)
6. CLEAR AND GRUB REMAINDER OF SITE
7. STRIP AND STOCKPILE TOPSOIL
8. ROUGH GRADING OF SITE
9. STABILIZE DENUDED AREAS AND STOCKPILES
10. INSTALL SANITARY SEWER, WATER MAIN STORM SEWER AND SERVICES
11. INSTALL SILT FENCE / INLET PROTECTION AROUND CB'S
12. INSTALL STREET SECTION
13. INSTALL CURB AND GUTTER
14. BITUMINOUS ON STREETS
15. FINAL GRADE BOULEVARD, INSTALL SEED AND MULCH
16. REMOVE ACCUMULATED SEDIMENT FROM BASIN / POND
17. FINAL GRADE POND / INFILTRATION BASINS (DO NOT COMPACT SOILS IN INFILTRATION AREAS.)
18. WHEN ALL CONSTRUCTION ACTIVITY IS COMPLETE AND THE SITE IS STABILIZED BY EITHER SEED OR SOD/LANDSCAPING, REMOVE SILT FENCE AND RESEED ANY AREAS DISTURBED BY THE REMOVAL.

RECORDS RETENTION:

THE SWPPP (ORIGINAL OR COPIES) INCLUDING, ALL CHANGES TO IT, AND INSPECTIONS AND MAINTENANCE RECORDS MUST BE KEPT AT THE SITE DURING CONSTRUCTION BY THE PERMITTEE WHO HAS OPERATIONAL CONTROL OF THAT PORTION OF THE SITE. THE SWPPP CAN BE KEPT IN EITHER THE FIELD OFFICE OR IN AN ON SITE VEHICLE DURING NORMAL WORKING HOURS.

ALL OWNER(S) MUST KEEP THE SWPPP, ALONG WITH THE FOLLOWING ADDITIONAL RECORDS, ON FILE FOR THREE (3) YEARS AFTER SUBMITTAL OF THE NOT AS OUTLINED IN SECTION 4. THIS DOES NOT INCLUDE ANY RECORDS AFTER SUBMITTAL OF THE NOT.

1. THE FINAL SWPPP;
2. ANY OTHER STORMWATER RELATED PERMITS REQUIRED FOR THE PROJECT;
3. RECORDS OF ALL INSPECTION AND MAINTENANCE CONDUCTED DURING CONSTRUCTION (SEE SECTION 11. INSPECTIONS AND MAINTENANCE);
4. ALL PERMANENT OPERATION AND MAINTENANCE AGREEMENTS THAT HAVE BEEN IMPLEMENTED, INCLUDING ALL RIGHT OF WAY, CONTRACTS, COVENANTS AND OTHER BINDING REQUIREMENTS REGARDING PERPETUAL MAINTENANCE; AND
5. ALL REQUIRED CALCULATIONS FOR DESIGN OF THE TEMPORARY AND PERMANENT STORMWATER MANAGEMENT SYSTEMS.

SWPPP IMPLEMENTATION RESPONSIBILITIES:

1. THE OWNER AND CONTRACTOR ARE PERMITTEE(S) AS IDENTIFIED BY THE NPDES PERMIT.
2. CONTRACTOR SHALL BE RESPONSIBLE FOR ALL ON-SITE IMPLEMENTATION OF THE SWPPP, INCLUDING THE ACTIVITIES OF ALL OF THE CONTRACTOR'S SUBCONTRACTORS.
3. CONTRACTOR SHALL PROVIDE A PERSON(S) KNOWLEDGEABLE AND EXPERIENCED IN THE APPLICATION OF EROSION PREVENTION AND SEDIMENT CONTROL BMPS TO OVERSEE ALL INSTALLATION AND MAINTENANCE OF BMPS AND IMPLEMENTATION OF THE SWPPP.
4. CONTRACTOR SHALL PROVIDE PERSON(S) MEETING THE TRAINING REQUIREMENTS OF THE NPDES PERMIT TO CONDUCT INSPECTION AND MAINTENANCE OF ALL EROSION PREVENTION AND SEDIMENT CONTROL BMPS IN ACCORDANCE WITH THE REQUIREMENTS OF THE PERMIT. ONE OF THESE INDIVIDUAL(S) MUST BE AVAILABLE FOR AN ONSITE INSPECTION WITHIN 72 HOURS UPON REQUEST BY MPCA. CONTRACTOR SHALL PROVIDE TRAINING DOCUMENTATION FOR THESE INDIVIDUAL(S) AS REQUIRED BY THE NPDES PERMIT. THIS TRAINING DOCUMENTATION SHALL BE RECORDED IN OR WITH THE SWPPP BEFORE THE START OF CONSTRUCTION OR AS SOON AS THE PERSONNEL FOR THE PROJECT HAVE BEEN DETERMINED. DOCUMENTATION SHALL INCLUDE:
   - 4.1. NAMES OF THE PERSONNEL ASSOCIATED WITH THE PROJECT THAT ARE REQUIRED TO BE TRAINED PER SECTION 21 OF THE PERMIT.
   - 4.2. DATES OF TRAINING AND NAME OF INSTRUCTOR AND ENTITY PROVIDING TRAINING.
   - 4.3. CONTENT OF TRAINING COURSE OR WORKSHOP INCLUDING THE NUMBER OF HOURS OF TRAINING.
5. FOLLOWING FINAL STABILIZATION AND THE TERMINATION OF COVERAGE FOR THE NPDES PERMIT, THE OWNER IS EXPECTED TO FURNISH LONG TERM OPERATION AND MAINTENANCE (O & M) OF THE PERMANENT STORM WATER MANAGEMENT SYSTEM.

CONSTRUCTION ACTIVITY REQUIREMENTS

SWPPP AMENDMENTS (SECTION 6):

1. ONE OF THE INDIVIDUALS DESCRIBED IN ITEM 21.2.A OR ITEM 21.2.B OR ANOTHER QUALIFIED INDIVIDUAL MUST COMPLETE ALL SWPPP CHANGES. CHANGES INVOLVING THE USE OF A LESS STRINGENT BMP MUST INCLUDE A JUSTIFICATION DESCRIBING HOW THE REPLACEMENT BMP IS EFFECTIVE FOR THE SITE CHARACTERISTICS.
2. PERMITTEES MUST AMEND THE SWPPP TO INCLUDE ADDITIONAL OR MODIFIED BMPS AS NECESSARY TO CORRECT PROBLEMS IDENTIFIED OR ADDRESS SITUATIONS WHENEVER THERE IS A CHANGE IN DESIGN, CONSTRUCTION, OPERATION, MAINTENANCE, WEATHER OR SEASONAL CONDITIONS HAVING A SIGNIFICANT EFFECT ON THE DISCHARGE OF POLLUTANTS TO SURFACE WATERS OR GROUNDWATER.
3. PERMITTEES MUST AMEND THE SWPPP TO INCLUDE ADDITIONAL OR MODIFIED BMPS AS NECESSARY TO CORRECT PROBLEMS IDENTIFIED OR ADDRESS SITUATIONS WHENEVER INSPECTIONS OR INVESTIGATIONS BY THE SITE OWNER OR OPERATOR, USEPA OR MPCA OFFICIALS INDICATE THE SWPPP IS NOT EFFECTIVE IN ELIMINATING OR SIGNIFICANTLY MINIMIZING THE DISCHARGE OF POLLUTANTS TO SURFACE WATERS OR GROUNDWATER OR THE DISCHARGES ARE CAUSING WATER QUALITY STANDARD EXCEEDANCES (E.G., NUISANCE CONDITIONS AS DEFINED IN MINN. R. 7050.0210, SUBP. 2) OR THE SWPPP IS NOT CONSISTENT WITH THE OBJECTIVES OF A USEPA APPROVED TMDL.

BMP SELECTION AND INSTALLATION (SECTION 7):

1. PERMITTEES MUST SELECT, INSTALL, AND MAINTAIN THE BMPS IDENTIFIED IN THE SWPPP AND IN THIS PERMIT IN AN APPROPRIATE AND FUNCTIONAL MANNER AND IN ACCORDANCE WITH RELEVANT MANUFACTURER SPECIFICATIONS AND ACCEPTED ENGINEERING PRACTICES.

EROSION PREVENTION (SECTION 8):

1. BEFORE WORK BEGINS, PERMITTEES MUST DELINEATE THE LOCATION OF AREAS NOT TO BE DISTURBED.
2. PERMITTEES MUST MINIMIZE THE NEED FOR DISTURBANCE OF PORTIONS OF THE PROJECT WITH STEEP SLOPES. WHEN STEEP SLOPES MUST BE DISTURBED, PERMITTEES MUST USE TECHNIQUES SUCH AS PHASING AND STABILIZATION PRACTICES DESIGNED FOR STEEP SLOPES (E.G., SLOPE DRAINING AND TERRACING).
3. PERMITTEES MUST STABILIZE ALL EXPOSED SOIL AREAS, INCLUDING STOCKPILES. STABILIZATION MUST BE INITIATED IMMEDIATELY TO LIMIT SOIL EROSION WHEN CONSTRUCTION ACTIVITY HAS PERMANENTLY OR TEMPORARILY CEASED ON ANY PORTION OF THE SITE AND WILL NOT RESUME FOR A PERIOD EXCEEDING 7 CALENDAR DAYS. STABILIZATION MUST BE COMPLETED NO LATER THAN 7 CALENDAR DAYS AFTER THE CONSTRUCTION ACTIVITY HAS CEASED. STABILIZATION IS NOT REQUIRED ON CONSTRUCTED BASE COMPONENTS OF ROADS, PARKING LOTS AND SIMILAR SURFACES. STABILIZATION IS NOT REQUIRED ON TEMPORARY STOCKPILES WITHOUT SIGNIFICANT SILT, CLAY OR ORGANIC COMPONENTS (E.G., CLEAN AGGREGATE STOCKPILES, DEMOLITION CONCRETE STOCKPILES, SAND STOCKPILES) BUT PERMITTEES MUST PROVIDE SEDIMENT CONTROLS AT THE BASE OF THE STOCKPILE.
4. FOR PUBLIC WATERS THAT THE MINNESOTA DNR HAS PROMULGATED "WORK IN WATER RESTRICTIONS" DURING SPECIFIED FISH SPAWNING TIME FRAMES, PERMITTEES MUST COMPLETE STABILIZATION OF ALL EXPOSED SOIL AREAS WITHIN 200 FEET OF THE WATER'S EDGE, AND THAT DRAIN TO THESE WATERS, WITHIN 24 HOURS DURING THE RESTRICTION PERIOD.
5. PERMITTEES MUST STABILIZE THE NORMAL WETTED PERIMETER OF THE LAST 200 LINEAR FEET OF TEMPORARY OR PERMANENT DRAINAGE DITCHES OR SWALES THAT DRAIN WATER FROM THE SITE WITHIN 24 HOURS AFTER CONNECTING TO A SURFACE WATER OR PROPERTY EDGE. PERMITTEES MUST COMPLETE STABILIZATION OF REMAINING PORTIONS OF TEMPORARY OR PERMANENT DITCHES OR SWALES WITHIN 7 CALENDAR DAYS AFTER CONNECTING TO A SURFACE WATER OR PROPERTY EDGE AND CONSTRUCTION IN THAT PORTION OF THE DITCH TEMPORARILY OR PERMANENTLY CEASES.
6. TEMPORARY OR PERMANENT DITCHES OR SWALES BEING USED AS A SEDIMENT CONTAINMENT SYSTEM DURING CONSTRUCTION (WITH PROPERLY DESIGNED ROCK-DITCH CHECKS, BIO ROLLS, SILT DIKES, ETC.) DO NOT NEED TO BE STABILIZED. PERMITTEES MUST STABILIZE THESE AREAS WITHIN 24 HOURS AFTER THEIR USE AS A SEDIMENT CONTAINMENT SYSTEM CEASES
7. PERMITTEES MUST NOT USE MULCH, HYDROMULCH, TACKIFIER, POLYACRYLAMIDE OR SIMILAR EROSION PREVENTION PRACTICES WITHIN ANY PORTION OF THE NORMAL WETTED PERIMETER OF A TEMPORARY OR PERMANENT DRAINAGE DITCH OR SWALE SECTION WITH A CONTINUOUS SLOPE OF GREATER THAN 2 PERCENT.
8. PERMITTEES MUST PROVIDE TEMPORARY OR PERMANENT ENERGY DISSIPATION AT ALL PIPE OUTLETS WITHIN 24 HOURS AFTER CONNECTION TO A SURFACE WATER OR PERMANENT STORMWATER TREATMENT SYSTEM.
9. PERMITTEES MUST NOT DISTURB MORE LAND (I.E., PHASING) THAN CAN BE EFFECTIVELY INSPECTED AND MAINTAINED IN ACCORDANCE WITH SECTION 11,

SEDIMENT CONTROL (SECTION 9):

1. PERMITTEES MUST ESTABLISH SEDIMENT CONTROL BMPS ON ALL DOWNGRADIENT PERIMETERS OF THE SITE AND DOWNGRADIENT AREAS OF THE SITE THAT DRAIN TO ANY SURFACE WATER, INCLUDING CURB AND GUTTER SYSTEMS. PERMITTEES MUST LOCATE SEDIMENT CONTROL PRACTICES UPGRADIENT OF ANY BUFFER ZONES. PERMITTEES MUST INSTALL SEDIMENT CONTROL PRACTICES BEFORE ANY UPGRADIENT LAND-DISTURBING ACTIVITIES BEGIN AND MUST KEEP THE SEDIMENT CONTROL PRACTICES IN PLACE UNTIL THEY ESTABLISH PERMANENT COVER.
2. IF DOWNGRADIENT SEDIMENT CONTROLS ARE OVERLOADED, BASED ON FREQUENT FAILURE OR EXCESSIVE MAINTENANCE REQUIREMENTS, PERMITTEES MUST INSTALL ADDITIONAL UPGRADIENT SEDIMENT CONTROL PRACTICES OR REDUNDANT BMPS TO ELIMINATE THE OVERLOADING AND AMEND THE SWPPP TO IDENTIFY THESE ADDITIONAL PRACTICES AS REQUIRED IN ITEM 6.3.
3. TEMPORARY OR PERMANENT DRAINAGE DITCHES AND SEDIMENT BASINS DESIGNED AS PART OF A SEDIMENT CONTAINMENT SYSTEM (E.G., DITCHES WITH ROCK-CHECK DAMS) REQUIRE SEDIMENT CONTROL PRACTICES ONLY AS APPROPRIATE FOR SITE CONDITIONS.
4. A FLOATING SILT CURTAIN PLACED IN THE WATER IS NOT A SEDIMENT CONTROL BMP TO SATISFY ITEM 9.2 EXCEPT WHEN WORKING ON A SHORELINE OR BELOW THE WATERLINE. IMMEDIATELY AFTER THE SHORT TERM CONSTRUCTION ACTIVITY (E.G., INSTALLATION OF RIP RAP ALONG THE SHORELINE) IN THAT AREA IS COMPLETE, PERMITTEES MUST INSTALL AN UPLAND PERIMETER CONTROL PRACTICE IF EXPOSED SOILS STILL DRAIN TO A SURFACE WATER.
5. PERMITTEES MUST RE-INSTALL ALL SEDIMENT CONTROL PRACTICES ADJUSTED OR REMOVED TO ACCOMMODATE SHORT-TERM ACTIVITIES SUCH AS CLEARING OR GRUBBING, OR PASSAGE OF VEHICLES, IMMEDIATELY AFTER THE SHORT-TERM ACTIVITY IS COMPLETED. PERMITTEES MUST RE-INSTALL SEDIMENT CONTROL PRACTICES BEFORE THE NEXT PRECIPITATION EVENT EVEN IF THE SHORT-TERM ACTIVITY IS NOT COMPLETE.
6. PERMITTEES MUST PROTECT ALL STORM DRAIN INLETS USING APPROPRIATE BMPS DURING CONSTRUCTION UNTIL THEY ESTABLISH PERMANENT COVER ON ALL AREAS WITH POTENTIAL FOR DISCHARGING TO THE INLET.
7. PERMITTEES MAY REMOVE INLET PROTECTION FOR A PARTICULAR INLET IF A SPECIFIC SAFETY CONCERN (E.G. STREET FLOODING/FREEZING) IS IDENTIFIED BY THE PERMITTEES OR THE JURISDICTIONAL AUTHORITY (E.G., CITY/COUNTY/TOWNSHIP/MINNESOTA DEPARTMENT OF TRANSPORTATION ENGINEER), PERMITTEES MUST DOCUMENT THE NEED FOR REMOVAL IN THE SWPPP.
8. PERMITTEES MUST PROVIDE SILT FENCE OR OTHER EFFECTIVE SEDIMENT CONTROLS AT THE BASE OF STOCKPILES ON THE DOWNGRADIENT PERIMETER.
9. PERMITTEES MUST LOCATE STOCKPILES OUTSIDE OF NATURAL BUFFERS OR SURFACE WATERS, INCLUDING STORMWATER CONVEYANCES SUCH AS CURB AND GUTTER SYSTEMS UNLESS THERE IS A BYPASS IN PLACE FOR THE STORMWATER.
10. PERMITTEES MUST INSTALL A VEHICLE TRACKING BMP TO MINIMIZE THE TRACK OUT OF SEDIMENT FROM THE CONSTRUCTION SITE OR ONTO PAVED ROADS WITHIN THE SITE.
11. PERMITTEES MUST USE STREET SWEEPING IF VEHICLE TRACKING BMPS ARE NOT ADEQUATE TO PREVENT SEDIMENT TRACKING ONTO THE STREET.
12. PERMITTEES MUST INSTALL TEMPORARY SEDIMENT BASINS AS REQUIRED IN SECTION 14.
13. IN ANY AREAS OF THE SITE WHERE FINAL VEGETATIVE STABILIZATION WILL OCCUR, PERMITTEES MUST RESTRICT VEHICLE AND EQUIPMENT USE TO MINIMIZE SOIL COMPACTION.
14. PERMITTEES MUST PRESERVE TOPSOIL ON THE SITE, UNLESS INFEASIBLE.
15. PERMITTEES MUST DIRECT DISCHARGES FROM BMPS TO VEGETATED AREAS UNLESS INFEASIBLE.
16. PERMITTEES MUST PRESERVE A 50 FOOT NATURAL BUFFER OR, IF A BUFFER IS INFEASIBLE ON THE SITE, PROVIDE REDUNDANT (DOUBLE) PERIMETER SEDIMENT CONTROLS WHEN A SURFACE WATER IS LOCATED WITHIN 50 FEET OF THE PROJECT'S EARTH DISTURBANCES AND STORMWATER FLOWS TO THE SURFACE WATER. PERMITTEES MUST INSTALL PERIMETER SEDIMENT CONTROLS AT LEAST 5 FEET APART UNLESS LIMITED BY LACK OF AVAILABLE SPACE. NATURAL BUFFERS ARE NOT REQUIRED ADJACENT TO ROAD DITCHES, JUDICIAL DITCHES, COUNTY DITCHES, STORMWATER CONVEYANCE CHANNELS, STORM DRAIN INLETS, AND SEDIMENT BASINS. IF PRESERVING THE BUFFER IS INFEASIBLE, PERMITTEES MUST DOCUMENT THE REASONS IN THE SWPPP. SHEET PILING IS A REDUNDANT PERIMETER CONTROL IF INSTALLED IN A MANNER THAT RETAINS ALL STORMWATER.
17. PERMITTEES MUST USE POLYMERS, FLOCCULANTS, OR OTHER SEDIMENTATION TREATMENT CHEMICALS IN ACCORDANCE WITH ACCEPTED ENGINEERING PRACTICES, DOSING SPECIFICATIONS AND SEDIMENT REMOVAL DESIGN SPECIFICATIONS PROVIDED BY THE MANUFACTURER OR SUPPLIER. THE PERMITTEES MUST USE CONVENTIONAL EROSION AND SEDIMENT CONTROLS PRIOR TO CHEMICAL ADDITION AND MUST DIRECT TREATED STORMWATER TO A SEDIMENT CONTROL SYSTEM FOR FILTRATION OR SETTLEMENT OF THE FLOC PRIOR TO DISCHARGE.

DEWATERING AND BASIN DRAINING (SECTION 10):

1. PERMITTEES MUST DISCHARGE TURBID OR SEDIMENT-LADEN WATERS RELATED TO DEWATERING OR BASIN DRAINING (E.G., PUMPED DISCHARGES, TRENCH/DITCH CUTS FOR DRAINAGE) TO A TEMPORARY OR PERMANENT SEDIMENT BASIN ON THE PROJECT SITE UNLESS INFEASIBLE. PERMITTEES MAY DEWATER TO SURFACE WATERS IF THEY VISUALLY CHECK TO ENSURE ADEQUATE TREATMENT HAS BEEN OBTAINED AND NUISANCE CONDITIONS (SEE MINN. R. 7050.0210, SUBP. 2) WILL NOT RESULT FROM THE DISCHARGE. IF PERMITTEES CANNOT DISCHARGE THE WATER TO A SEDIMENTATION BASIN PRIOR TO ENTERING A SURFACE WATER, PERMITTEES MUST TREAT IT WITH APPROPRIATE BMPS SUCH THAT THE DISCHARGE DOES NOT ADVERSELY AFFECT THE SURFACE WATER OR DOWNSTREAM PROPERTIES.
2. IF PERMITTEES MUST DISCHARGE WATER CONTAINING OIL OR GREASE, THEY MUST USE AN OIL-WATER SEPARATOR OR SUITABLE FILTRATION DEVICE (E.G., CARTRIDGE FILTERS, ABSORBENTS PADS) PRIOR TO DISCHARGE.
3. PERMITTEES MUST DISCHARGE ALL WATER FROM DEWATERING OR BASIN-DRAINING ACTIVITIES IN A MANNER THAT DOES NOT CAUSE EROSION OR SCOUR IN THE IMMEDIATE VICINITY OF DISCHARGE POINTS OR INUNDATION OF WETLANDS IN THE IMMEDIATE VICINITY OF DISCHARGE POINTS THAT CAUSES SIGNIFICANT ADVERSE IMPACT TO THE WETLAND,
4. IF PERMITTEES USE FILTERS WITH BACKWASH WATER, THEY MUST HAUL THE BACKWASH WATER AWAY FOR DISPOSAL, RETURN THE BACKWASH WATER TO THE BEGINNING OF THE TREATMENT PROCESS, OR INCORPORATE THE BACKWASH WATER INTO THE SITE IN A MANNER THAT DOES NOT CAUSE EROSION.

INSPECTIONS AND MAINTENANCE (SECTION 11):

1. PERMITTEES MUST ENSURE A TRAINED PERSON, AS IDENTIFIED IN ITEM 21.2.B, WILL INSPECT THE ENTIRE CONSTRUCTION SITE AT LEAST ONCE EVERY SEVEN (7) DAYS DURING ACTIVE CONSTRUCTION AND WITHIN 24 HOURS AFTER A RAINFALL EVENT GREATER THAN 1/2 INCH IN 24 HOURS. INSPECTION LOGS MUST BE SENT TO CITY INSPECTOR WEEKLY AND AFTER EVERY ½" RAINFALL EVENT, COMPLETE INSPECTION HISTORY MUST BE SENT TO THE CITY PRIOR TO FINAL ACCEPTANCE.
2. PERMITTEES MUST INSPECT AND MAINTAIN ALL PERMANENT STORMWATER TREATMENT BMPS.
3. PERMITTEES MUST INSPECT ALL EROSION PREVENTION AND SEDIMENT CONTROL BMPS AND POLLUTION PREVENTION MANAGEMENT MEASURES TO ENSURE INTEGRITY AND EFFECTIVENESS. PERMITTEES MUST REPAIR, REPLACE OR SUPPLEMENT ALL NONFUNCTIONAL BMPS WITH FUNCTIONAL BMPS BY THE END OF THE NEXT BUSINESS DAY AFTER DISCOVERY UNLESS ANOTHER TIME FRAME IS SPECIFIED IN ITEM 11.5 OR 11.6. PERMITTEES MAY TAKE ADDITIONAL TIME IF FIELD CONDITIONS PREVENT ACCESS TO THE AREA.
4. DURING EACH INSPECTION, PERMITTEES MUST INSPECT SURFACE WATERS, INCLUDING DRAINAGE DITCHES AND CONVEYANCE SYSTEMS BUT NOT CURB AND GUTTER SYSTEMS, FOR EVIDENCE OF EROSION AND SEDIMENT DEPOSITION. PERMITTEES MUST REMOVE ALL DELTAS AND SEDIMENT DEPOSITED IN SURFACE WATERS, INCLUDING DRAINAGE WAYS, CATCH BASINS, AND OTHER DRAINAGE SYSTEMS AND RESTABILIZE THE AREAS WHERE SEDIMENT REMOVAL RESULTS IN EXPOSED SOIL. PERMITTEES MUST COMPLETE REMOVAL AND STABILIZATION WITHIN SEVEN (7) CALENDAR DAYS OF DISCOVERY UNLESS PRECLUDED BY LEGAL, REGULATORY, OR PHYSICAL ACCESS CONSTRAINTS. PERMITTEES MUST USE ALL REASONABLE EFFORTS TO OBTAIN ACCESS. IF PRECLUDED, REMOVAL AND STABILIZATION MUST TAKE PLACE WITHIN SEVEN (7) DAYS OF OBTAINING ACCESS. PERMITTEES ARE RESPONSIBLE FOR CONTACTING ALL LOCAL, REGIONAL, STATE AND FEDERAL AUTHORITIES AND RECEIVING ANY APPLICABLE PERMITS, PRIOR TO CONDUCTING ANY WORK IN SURFACE WATERS.
5. PERMITTEES MUST INSPECT CONSTRUCTION SITE VEHICLE EXIT LOCATIONS, STREETS AND CURB AND GUTTER SYSTEMS WITHIN AND ADJACENT TO THE PROJECT FOR SEDIMENTATION FROM EROSION OR TRACKED SEDIMENT FROM VEHICLES. PERMITTEES MUST REMOVE SEDIMENT FROM ALL PAVED SURFACES WITHIN ONE (1) CALENDAR DAY OF DISCOVERY OR, IF APPLICABLE, WITHIN A SHORTER TIME TO AVOID A SAFETY HAZARD TO USERS OF PUBLIC STREETS.
6. PERMITTEES MUST REPAIR, REPLACE OR SUPPLEMENT ALL PERIMETER CONTROL DEVICES WHEN THEY BECOME NONFUNCTIONAL OR THE SEDIMENT REACHES 1/2 OF THE HEIGHT OF THE DEVICE.
7. PERMITTEES MUST DRAIN TEMPORARY AND PERMANENT SEDIMENTATION BASINS AND REMOVE THE SEDIMENT WHEN THE DEPTH OF SEDIMENT COLLECTED IN THE BASIN REACHES 1/2 THE STORAGE VOLUME.
8. PERMITTEES MUST ENSURE THAT AT LEAST ONE INDIVIDUAL PRESENT ON THE SITE (OR AVAILABLE TO THE PROJECT SITE IN THREE (3) CALENDAR DAYS) IS TRAINED IN THE JOB DUTIES DESCRIBED IN ITEM 21.2.B.
9. PERMITTEES MAY ADJUST THE INSPECTION SCHEDULE DESCRIBED IN ITEM 11.2 AS FOLLOWS:
   - a. INSPECTIONS OF AREAS WITH PERMANENT COVER CAN BE REDUCED TO ONCE PER MONTH, EVEN IF CONSTRUCTION ACTIVITY CONTINUES ON OTHER PORTIONS OF THE SITE; OR
   - b. WHERE SITES HAVE PERMANENT COVER ON ALL EXPOSED SOIL AND NO CONSTRUCTION ACTIVITY IS OCCURRING ANYWHERE ON THE SITE, INSPECTIONS CAN BE REDUCED TO ONCE PER MONTH AND, AFTER 12 MONTHS, MAY BE SUSPENDED COMPLETELY UNTIL CONSTRUCTION ACTIVITY RESUMES. THE MPCA MAY REQUIRE INSPECTIONS TO RESUME IF CONDITIONS WARRANT; OR
   - c. WHERE CONSTRUCTION ACTIVITY HAS BEEN SUSPENDED DUE TO FROZEN GROUND CONDITIONS, INSPECTIONS MAY BE SUSPENDED. INSPECTIONS MUST RESUME WITHIN 24 HOURS OF RUNOFF OCCURRING, OR UPON RESUMING CONSTRUCTION, WHICHEVER COMES FIRST.
10. PERMITTEES MUST RECORD ALL INSPECTIONS AND MAINTENANCE ACTIVITIES WITHIN 24 HOURS OF BEING CONDUCTED AND THESE RECORDS MUST BE RETAINED WITH THE SWPPP. THESE RECORDS MUST INCLUDE:
    - a. DATE AND TIME OF INSPECTIONS; AND
    - b. NAME OF PERSONS CONDUCTING INSPECTIONS; AND
    - c. ACCURATE FINDINGS OF INSPECTIONS, INCLUDING THE SPECIFIC LOCATION WHERE CORRECTIVE ACTIONS ARE NEEDED; AND
    - d. CORRECTIVE ACTIONS TAKEN (INCLUDING DATES, TIMES, AND PARTY COMPLETING MAINTENANCE ACTIVITIES); AND
    - e. DATE OF ALL RAINFALL EVENTS GREATER THAN 1/2 INCHES IN 24 HOURS, AND THE AMOUNT OF RAINFALL FOR EACH EVENT. PERMITTEES MUST OBTAIN RAINFALL AMOUNTS BY EITHER A PROPERLY MAINTAINED RAIN GAUGE INSTALLED ONSITE, A WEATHER STATION THAT IS WITHIN ONE (1) MILE OF YOUR LOCATION, OR A WEATHER REPORTING SYSTEM THAT PROVIDES SITE SPECIFIC RAINFALL DATA FROM RADAR SUMMARIES; AND
    - f. IF PERMITTEES OBSERVE A DISCHARGE DURING THE INSPECTION, THEY MUST RECORD AND SHOULD PHOTOGRAPH AND DESCRIBE THE LOCATION OF THE DISCHARGE (I.E., COLOR, ODOR, SETTLED OR SUSPENDED SOLIDS, OIL SHEEN, AND OTHER OBVIOUS INDICATORS OF POLLUTANTS); AND
    - g. ANY AMENDMENTS TO THE SWPPP PROPOSED AS A RESULT OF THE INSPECTION MUST BE DOCUMENTED AS REQUIRED IN SECTION 6 WITHIN SEVEN (7) CALENDAR DAYS.

POLLUTION PREVENTION MANAGEMENT (SECTION 12):

1. PERMITTEES MUST PLACE BUILDING PRODUCTS AND LANDSCAPE MATERIALS UNDER COVER (E.G., PLASTIC SHEETING OR TEMPORARY ROOFS) OR PROTECT THEM BY SIMILARLY EFFECTIVE MEANS DESIGNED TO MINIMIZE CONTACT WITH STORMWATER. PERMITTEES ARE NOT REQUIRED TO COVER OR PROTECT PRODUCTS WHICH ARE EITHER NOT A SOURCE OF CONTAMINATION TO STORMWATER OR ARE DESIGNED TO BE EXPOSED TO STORMWATER.
2. PERMITTEES MUST PLACE PESTICIDES, FERTILIZERS AND TREATMENT CHEMICALS UNDER COVER (E.G., PLASTIC SHEETING OR TEMPORARY ROOFS) OR PROTECT THEM BY SIMILARLY EFFECTIVE MEANS DESIGNED TO MINIMIZE CONTACT WITH STORMWATER.
3. PERMITTEES MUST STORE HAZARDOUS MATERIALS AND TOXIC WASTE, (INCLUDING OIL, DIESEL FUEL, GASOLINE, HYDRAULIC FLUIDS, PAINT SOLVENTS, PETROLEUM-BASED PRODUCTS, WOOD PRESERVATIVES, ADDITIVES, CURING COMPOUNDS, AND ACIDS) IN SEALED CONTAINERS TO PREVENT SPILLS, LEAKS OR OTHER DISCHARGE. STORAGE AND DISPOSAL OF HAZARDOUS WASTE MATERIALS MUST BE IN COMPLIANCE WITH MINN. R. CH. 7045 INCLUDING SECONDARY CONTAINMENT AS APPLICABLE.
4. PERMITTEES MUST PROPERLY STORE, COLLECT AND DISPOSE SOLID WASTE IN COMPLIANCE WITH MINN. R. CH. 7035.
5. PERMITTEES MUST POSITION PORTABLE TOILETS SO THEY ARE SECURE AND WILL NOT TIP OR BE KNOCKED OVER. PERMITTEES MUST PROPERLY DISPOSE SANITARY WASTE IN ACCORDANCE WITH MINN. R. CH. 7041.
6. PERMITTEES MUST TAKE REASONABLE STEPS TO PREVENT THE DISCHARGE OF SPILLED OR LEAKED CHEMICALS, INCLUDING FUEL, FROM ANY AREA WHERE CHEMICALS OR FUEL WILL BE LOADED OR UNLOADED INCLUDING THE USE OF DRIP PANS OR ABSORBENTS UNLESS INFEASIBLE. PERMITTEES MUST ENSURE ADEQUATE SUPPLIES ARE AVAILABLE AT ALL TIMES TO CLEAN UP DISCHARGED MATERIALS AND THAT AN APPROPRIATE DISPOSAL METHOD IS AVAILABLE FOR RECOVERED SPILLED MATERIALS. PERMITTEES MUST REPORT AND CLEAN UP SPILLS IMMEDIATELY AS REQUIRED BY MINN. STAT. 115.061, USING DRY CLEAN UP MEASURES WHERE POSSIBLE.
7. PERMITTEES MUST LIMIT VEHICLE EXTERIOR WASHING AND EQUIPMENT TO A DEFINED AREA OF THE SITE. PERMITTEES MUST CONTAIN RUNOFF FROM THE WASHING AREA IN A SEDIMENT BASIN OR OTHER SIMILARLY EFFECTIVE CONTROLS AND MUST DISPOSE WASTE FROM THE WASHING ACTIVITY PROPERLY. PERMITTEES MUST PROPERLY USE AND STORE SOAPS, DETERGENTS, OR SOLVENTS.
8. PERMITTEES MUST PROVIDE EFFECTIVE CONTAINMENT FOR ALL LIQUID AND SOLID WASTES GENERATED BY WASHOUT OPERATIONS (E.G., CONCRETE, STUCCO, PAINT, FORM RELEASE OILS, CURING COMPOUNDS AND OTHER CONSTRUCTION MATERIALS) RELATED TO THE CONSTRUCTION ACTIVITY. PERMITTEES MUST PREVENT LIQUID AND SOLID WASHOUT WASTES FROM CONTACTING THE GROUND AND MUST DESIGN THE CONTAINMENT SO IT DOES NOT RESULT IN RUNOFF FROM THE WASHOUT OPERATIONS OR AREAS. PERMITTEES MUST PROPERLY DISPOSE LIQUID AND SOLID WASTES IN COMPLIANCE WITH MPCA RULES. PERMITTEES MUST INSTALL A SIGN INDICATING THE LOCATION OF THE WASHOUT FACILITY.
9. PERMITTEE SHALL HAVE A SWEEPER AVAILABLE WITHIN 3 HOURS AFTER NOTICE FROM THE CITY THAT SWEEPING IS NECESSARY.

PERMIT TERMINATION (SECTION 4 AND SECTION 13):

1. PERMITTEES MUST SUBMIT A NOT WITHIN 30 DAYS AFTER ALL TERMINATION CONDITIONS LISTED IN SECTION 13 ARE COMPLETE.
2. PERMITTEES MUST SUBMIT A NOT WITHIN 30 DAYS AFTER SELLING OR OTHERWISE LEGALLY TRANSFERRING THE ENTIRE SITE, INCLUDING PERMIT RESPONSIBILITY FOR ROADS (E.G., STREET SWEEPING) AND STORMWATER INFRASTRUCTURE FINAL CLEAN OUT, OR TRANSFERRING PORTIONS OF A SITE TO ANOTHER PARTY. THE PERMITTEES' COVERAGE UNDER THIS PERMIT TERMINATES AT MIDNIGHT ON THE SUBMISSION DATE OF THE NOT.
3. PERMITTEES MUST COMPLETE ALL CONSTRUCTION ACTIVITY AND MUST INSTALL PERMANENT COVER OVER ALL AREAS PRIOR TO SUBMITTING THE NOT. VEGETATIVE COVER MUST CONSIST OF A UNIFORM PERENNIAL VEGETATION WITH A DENSITY OF 70 PERCENT OF ITS EXPECTED FINAL GROWTH. VEGETATION IS NOT REQUIRED WHERE THE FUNCTION OF A SPECIFIC AREA DICTATES NO VEGETATION, SUCH A

ATTACHMENT A: SITE SPECIFIC SWPPP DOCUMENT

PROJECT NAME: LAZY DAYS OF MINNEAPOLIS
PROJECT LOCATION (BRIEFLY DESCRIBE WHERE CONSTRUCTION ACTIVITY OCCURS. INCLUDE ADDRESS IF AVAILABLE.)
ADDRESS: RIVERDALE DRIVE NW
CITY OR TOWNSHIP: RAMSEY
STATE: MN
ZIP CODE: 55303
LATITUDE/LOGITUDE OF APPROXIMATE CENTROID OF PROJECT: 45D14'03.48" N, 93D28'44.96"W
METHOD OF LAT/LONG COLLECTION (CIRCLE ONE): GPS (ONLINE TOOL) USGS TOPOGRAPHIC
ALL CITIES WHERE CONSTRUCTION WILL OCCUR: RAMSEY
ALL COUNTIES WHERE CONSTRUCTION WILL OCCUR: ANOKA
ALL TOWNSHIPS WHERE CONSTRUCTION WILL OCCUR: N/A

PROJECT SIZE (NUMBER OF ACRES TO BE DISTURBED): 6.0

PROJECT TYPE (CIRCLE ONE): RESIDENTIAL (COMMERCIAL/INDUSTRIAL) ROAD CONSTRUCTION
RESIDENTIAL & RD CONSTRUCTION OTHER (DESCRIBE): XXXXX

CUMULATIVE IMPERVIOUS SURFACE (TO THE NEAREST TENTH ACRE)
EXISTING AREA OF IMPERVIOUS SURFACE : 0.0
POST CONSTRUCTION AREA OF IMPERVIOUS SURFACE: 3.6
TOTAL NEW AREA OF IMPERVIOUS SURFACE: 3.6

RECEIVING WATERS

WATER BODY ID WATER (Y/N)	NAME OF WATER BODY	WATER BODY TYPE	SPECIAL WATER? (Y/N)	IMPAIRED
.	MISSISSIPPI RIVER	RIVER	NO	NO
.	.	.	.	.
.	.	.	.	.
.	.	.	.	.

DATES OF CONSTRUCTION
CONSTRUCTION START DATE: 09/18
ESTIMATED COMPLETION DATE: 09/19

GENERAL CONSTRUCTION PROJECT INFORMATION
DESCRIBE THE CONSTRUCTION ACTIVITY (WHAT WILL BE BUILT, GENERAL TIMELINE, ETC): THIS PROJECT WILL BE THE CONSTRUCTION OF A NEW RV SERVICE CENTER, ASSOCIATED PARKING, AND LANDSCAPING.
DESCRIBE SOIL TYPES FOUND AT THE PROJECT: SOILS ON SITE ARE SANDY, TYPE "A" SOILS

SITE LOCATION MAP - ATTACH MAPS (U.S. GEOLOGIC SURVEY 7.5 MINUTE QUADRANGLE, NATIONAL WETLAND INVENTORY MAPS OR EQUIVALENT) SHOWING THE LOCATION AND TYPE OF ALL RECEIVING WATERS, INCLUDING WETLANDS, DRAINAGE DITCHES, STORMWATER PONDS, OR BASINS, ETC. THAT WILL RECEIVE RUNOFF FROM THE PROJECT. USE ARROWS SHOWING THE DIRECTION OF FLOW AND DISTANCE TO THE WATER BODY.



GENERAL SITE INFORMATION (III.A)
1. DESCRIBE THE LOCATION AND TYPE OF ALL TEMPORARY AND PERMANENT EROTION PREVENTION AND SEDIMENT CONTROL BEST MANAGEMENT PRACTICIES (BMP'S). INCLUDE THE TIMING FOR INSTALLATION AND PROCEDURES USED TO ESTABLISH ADDITIONAL TEMPORARY BMP'S AS NECESSARY. (III.A.4.A)
THE PROJECT IS PROTECTED BY TWO (W) MAIN BMP'S. SILT FENCE AND INLET PROTECTION DEVICES. THE SILT FENCE WILL BE INSTALLED AT THE DOWNHILL LOCATIONS OF THE SITE AND MONITORED AS NECESSARY. INLET PROTECTION DEVIDES WILL BE INSTALLED IN ALL CATCH BASINS ON THE SITE AND ANY OFF SITE THAT WILL RECEIVE STORMWATER RUNOFF FROM THIS SITE. AS THE PROJECT PROGRESSES ADDITIONAL BMP'S SUCH AS EROSION CONTROL BLANKET MAY BE UTILITZED. AREAS WHERE UTILITIES ARE BEING EXTENDED WILL HAVE SILT FENCE INSTALLED DOWNHILL. UTILITY EXTENSION AREA WILL HAVE TWO ROWS OF SILT FENCE INSTALLED UPHILL OF THE EXISTING INFILTRATION.
2. ATTACH TO THIS SWPPP A TABLE WITH THE ANTICIPATED QUANITITIES FOR THE LIFE OF THE PROJECT FOR ALL EROSION PREVENTION AND SEDIMENT CONTROL BMP'S (III.A.4.B) SEE PAGE SW1.3
3. ATTACH TO THIS SWPPP A SITE MAP THAT INCLUDES THE FOLLOWING FEATURES (III.A.3.B-F):
EXIST AND FINAL GRADES, INCLUDING DIVIDING LINES AND DIRECTION OF FLOW FOR ALL PRE AND POST-CONSTRUCTION STORMRWATER RUNOFF DRAINAGE AREAS LOCATED WITHIN THE PROJECT LIMITS.

LOCATIONS OF IMPERVIOUS SURFACES AND SOIL TYPES.
- EXISTING AND FINAL GRADES, INCLUDING DIVIDING LINES AND DIRECTION OF FLOW FOR ALL PRE AND POST-CONSTRUCTION STORMWATER RUNOFF DRAINAGE AREAS LOCATED WITHIN PROJECT LIMITS.
- LOCATIONS OF AREAS NOT TO BE DISTRUBED.
- LOCATION OF AREAS OF PHASED CONSTRUCTION.
- ALL SURFACE WATERS AND EXISTING WETLANDS WITHIN ONE MILE FROM THE PROJECT BOUNDARIES THAT WILL RECEIVE STORMWATER RUNOFF FROM THE SITE (IDENTIFIABLE ON MAPS SUCH AS USGS 7.5 MINUTE QUADRANGLE MAPS OR EQUIVALENT. WHERE SURFACE WATERS RECEIVING RUNOFF ASSOCIATED WITH CONSTRUCTION ACTIVITY WILL NOT FIT ON THE PLAN SHEET, THEY MUST BE IDENTIFIED WITH AN ARROW, INDICATING BOTH DIRECTION AND DISTANCE TO THE SURFACE WATER.
- METHODS TO BE USED FOR FINAL STABILIZATION OF ALL EXPOSED SOIL AREA

4. WERE STORMWATER MITIGATION MEASURES REQUIRED AS THE RESULT OF AN ENVIRONMENTAL, ARCHAEOLOGICAL, OR OTHER REQUIRED LOCAL, STATE OR FEDERAL REVIEW OF THE PROJECT? NO
IF YES, DESCRIBE HOW THESE MEASURES WERE ADDRESSED IN THE SWPPP. (III.A.6)
N/A
5. IS THE PROJECT LOCATED IN A KARST AREA SUCH THAT ADDITIONAL MEASURES WOULD BE NECESSARY OT PROJECT DRINKING WATER SUPPLY MANAGEMENT AREAS AS DESCRIBED IN MINN. R. CHAPTERS 7050 AND 7060? NO
IF YES, DESCRIBE THE ADDITIONAL MEASURES TO BE USED. (III.A.7)
N/A
6. DOES THE SITE DISCHARGE TO A CALCEREOUS FEN LISTED IN MINN. R. 7050.0180, SUBP. 6 B? NO
IF YES, A LETTER OF APPROVAL FROM THE MINNESOTA DEPARTMENT OF NATURAL RESOURCES MUST BE OBTAINED PRIOR TO APPLICATION FOR THIS PERMIT. (PART I B.6 AND PART III.A.8)
7. DOES THE SITE DISCHARGE TO A WATER THAT IS LISTED AS IMPARED FOR THE FOLLOWING POLLUTANT(S) OR STRESSOR(S): PHOSPHORUS, TURBIDITY, DISSOLVED OXYGEN OR BIOTIC IMPAIRMENT? USE THE SPECIAL AND IMPAIRED WATERS SEARCH TOOL AT: WWW.PCA.STATE.MN.US/WATER/STORMWATER/STORMWATER-C.HTML
N/A
IF NO, SKIP TO TRAINING
DOES THE IMPAIRED WATER HAVE AN APPROVED TOTAL MAXIMUM DAILY LOADS (TMDL) WITH AN APPROVED WASTE LOAD ALLOCATION FOR CONSTRUCTION ACTIVITY? NO
IF YES:
A. LIST THE RECEIVING WATER, THE AREAS OF THE SITE DISCHARGING TO IT, AND THE POLLUTANT(S) IDENTIFIED IN THE TMDL.
B. LIST THE BMP'S AND ANY OTHER SPECIFIC CONSTRUCTION STORMWATER RELATED IMPLEMENTATION ACTIVITIES IDENTIFIED IN THE TMDL.
IF THE SITE HAS A DISCHARGE POINT WITHIN ONE MILE OF THE IMPAIRED WATER AND THE WATER FLOWS TO THE IMPAIRED WATER BUT NO SPECIFIC BMPS FOR CONSTRUCTION ARE IDENTIFIED IN THE TMDL, THE ADDITIONAL BMPS IN APPENDIX A (C.1, C.2, C.3 & (C.4-TROUT STREAM)) MUST BE ADDED TO THE SWPPP AND IMPLEMENTED. (III.A.7). THE ADDITIONAL BMPS ONLY APPLY TO THOSE PORTIONS OF THE PROJECT THAT DRAIN TO ONE OF THE IDENTIFIED DISCHARGE POINTS.
N/A
8. IDENTIFY ADJACENT PUBLIC WATERS WHERE THE MINNESOTA DEPARTMENT OF NATURAL RESOURCES (DNR) HAS DECLARED "WORK IN WATER RESTRICTIONS" DURING FISH SPAWNING TIMEFRAMES
N/A

SELECTION OF A PERMANENT STORMWATER MANAGEMENT SYSTEM (III.D.)
1. WILL THE PROJECT CREATE A NEW CUMULATIVE IMPERVIOUS SURFACE GREATER THAN OR EQUAL TO ONE ACRE? YES
IF YES, A WATER QUALITY VOLUME OF ONE INCH OF RUNOFF FROM THE CUMULATIVE NEW IMPERVIOUS SURFACES MUST BE RETAINED ON SITE (SEE PART III.D OF THE PERMIT) THROUGH INFILTRATION UNLESS PROHIBITED DUE TO ONE OF THE REASONS IN PART III.D.1.J. IF INFILTRATION IS PROHIBITED IDENTIFY OTHER METHOD OF OTHER VOLUME REDUCTION (E.G., FILTRATION SYSTEM, WET SEDIMENTATION BASIN, REGIONAL PONDING OR EQUIVALENT METHOD
2. DESCRIBE WHICH METHOD WILL BE USED TO TREAT RUNOFF FROM THE NEW IMPERVIOUS SURFACES CREATED BY THE PROJECT (III.D):
- WET SEDIMENTATION BASIN
- (INFILTRATION/FILTRATION)
- REGIONAL PONDS
- COMBINATION OF PRACTICES

INCLUDE ALL CALCULATIONS AND DESIGN INFORMATION FOR THE METHOD SELECTED. SEE PART III.D OF THE PERMIT FOR SPECIFIC REQUIREMENTS ASSOCIATED WITH EACH METHOD.

PROJECT IS PROPOSING TO USE AN EXISTING INFILTRATION BASIN.

CALCULATIONS ARE WITHIN THE SITE STORM WATER MANAGEMENT REPORT AND PART OF THIS SWPPP AS ATTACHMENT D.

3. IF IT IS NOT FEASIBLE TO MEET THE TREATMENT REQUIREMENT FOR THE WATER QUALITY VOLUME, DESCRIBE WHY. THIS CAN INCLUDE PROXIMITY TO BEDROCK OR ROAD PROJECTS WHERE THE LACK OF RIGHT OF WAY PRECLUDES THE INSTALLATION OF ANY PERMANENT STORMWATER MANAGEMENT PRACTICES. DESCRIBE WHAT OTHER TREATMENT, SUCH AS GRASSES SWALES, SMALLER PONDS, OR GRIT CHAMBERS, WILL BE IMPLEMENTED TO TREAT RUNOFF PRIOR TO DISCHARGE TO SURFACE WATERS. (III.C)

IT IS FEASIBLE TO MEET REQUIREMENT FOR WATER QUALITY VOLUME.

4. FOR PROJECTS THAT DISCHARGE TO TROUT STREAMS, INCLUDING TRIBUTARIES TO TROUT STREAMS, IDENTIFY METHOD OF INCORPORATING TEMPERATURE CONTROLS INTO THE PERMANENT STORMWATER MANAGEMENT SYSTEM.

N/A

EROSION PREVENTION PRACTICES (IV.B)
DESCRIBE THE TYPES OF TEMPORARY EROSION PREVENTION BMP'S EXPECTED TO BE IMPLEMENTED ON THIS SITE DURING CONSTRUCITON:
1. DESCRIBE CONSTRUCTION PHASING, VEGETATIVE BUFFER STRIPS, HORIZONTAL SLOPE GRADING, AND OTHER CONSTRUCTION PRACTICES TO MINIMIZE EROSION. DELINEATE AREAS NOT TO BE DISTURBED (E.G., WITH FLAGS, STAKES, SIGNS, SILT FENCE, ETC.) BEFORE WORK BEGINS.
SILT FENCE WILL BE INSTALLED AT ATHE DOWNHILL LOCATIONS OF THE SITE.
2. DESCRIBE METHODS OF TEMPORARILY STABILIZING SOILS AND SOIL STOCKPILES (E.G., MULCHES, HYDRAULIC TACKIFIERS, EROSION BLANKETS, ETC.):
TEMPORARY EROSION PROTECTION WILL BE SEED AND MULCH AND EROSION BLANKETS WHERE REQUIRED, WITH PERMANENT COVER BEING EITHER SOD OR LANDSCAPE FEATURES.
3. DESCRIBE METHODS OF DISSIPATING VELOCITY ALONG STORMWATER CONVEYANCE CHANNELS AND AT CHANNEL OUTLETS (E.G., CHECK DAMS, SEDIMENT TRAPS, RIP RAP, ETC.):
SOD WILL BE UTILIZED ALONG CHANNELS AND RIP RAP AT CHANNEL.
4. DESCRIBE METHODS TO BE USED FOR STABILIZATION OF DITCH AND SWALE WETTED PERIMETERS (NOTE THAT MULCH, HYDRAULIC SOIL TACKIFIERS, HYDROMULCHES, ETC. ARE NOT ACCEPTABLE SOIL STABILIZATION METHODS FOR ANY PART OF A DRAINAGE DITCH OR SWALE)
FINAL STABILIZATION OF SWALES WILL BE SOD
5. DESCRIBE METHODS TO BE USED FOR ENERGY DISSIPATION AT PIPE OUTLETS (E.G., RIP RAP, SPLASH PADS, GABIONS, ETC.)
RIP RAP WILL BE UTILIZED AT PIPE OUTLETS
6. DESCRIBE METHODS TO BE USED TO PROMOTE INFILTRATION AND SEDIMENT REMOVAL ON THE SITE PRIOR TO OFFSITE DISCHARGE, UNLESS INFEASIBLE (E.G., DIRECT STORMWATER FLOW TO VEGETATED AREAS):
DISCONNECTED IMPERVIOUS AREA AND INFILTRATION AREAS WILL BE UTILIZED
7. FOR DRAINAGE OR DIVERSION DITCHES, DESCRIBE PRACTICES TO STABILIZE THE NORMAL WETTED PERIMETER WITHIN 200 LINEAL FEET OF THE PROPERTY EDGE OR POINT OF DISCHARGE TO SURFACE WATER. THE LAST 200 LINEAL FEET MUST BE STABILIZED WITHIN **24 HOURS** AFTER CONNECTING TO SURFACE WATERS AND CONSTRUCTION IN THAT PORTION OF THE DITCH HAS TEMPORARILY OR PERMANENTLY CEASED FOR ALL DISCHARGES TO SPECIAL, IMPAIRED OR "WORK IN WATER RESTRICTIONS". ALL OTHER REMAINING PORTIONS OF THE TEMPORARY OR PERMANENT DITCHES OR SWALES WITHIN 14 CALENDAR DAYS AFTER CONNECTING TO A SURFACE WATER, PROPERTY EDGE AND CONSTRUCTION IN THAT AREA HAS TEMPORARILY OR PERMANENTLY CEASED.
N/A, NO DITCHES ON SITE
8. DESCRIBE ADDITIONAL EROSION PREVENTION MEASURES THAT WILL BE IMPLEMENTED AT THE SITE DURING CONSTRUCTION (E.G., CONSTRUCTION PHASING, MINIMIZING SOIL DISTURBANCE, VEGETATIVE BUFFERS, HORIZONTAL SLOPE GRADING, SLOPE DRAINING/TERRACING, ETC.):
OTHER EROSION CONTROL PRACTICES INCLUDE BUT ARE NOT LIMITED TO; MINIMIZING SITE EXPOSURE WHEN POSSIBLE.
9. IF APPLICABLE, INCLUDE ADDITIONAL REQUIREMENTS IN APPENDIX A PART C.3 REGARDING MAINTAINING A 100-FOOT BUFFER ZONE OR INSTALLING REDUNDANT BMPS FOR PORTIONS OF THE SITE THAT DRAIN TO SPECIAL WATERS).
N/A
10. IF APPLICABLE, DESCRIBE ADDITIONAL EROSION PREVENTION BMPS TO BE IMPLEMENTED AT THE SITE TO PROTECT PLANNED INFILTRATION AREAS
MINIMIZE SITE EXPOSURE IN AREAS ADJACENT TO INFILTRATION AREAS.

SEDIMENT CONTROL PRACTICIES (IV.C)
DESCRIBE THE METHODS OF SEDIMENT CONTROL BMPS TO BE IMPLEMENTED AT THIS SITE DURING CONSTRUCTION TO MINIMIZE SEDIMENT IMPACTS TO SURFACE WATERS, INCLUDING CURB AND GUTTER SYSTEMS
1. DESCRIBE METHODS TO BE USED FOR DOWN GRADIENT PERIMETER CONTROL:
SILT FENCE WILL BE INSTALLED AROUND THE ENTIRE PERIMETER OF THE SITE
2. DESCRIBE METHODS TO BE USED TO CONTAIN SOIL STOCKPILES:
SEED AND MULCH AS WELL AS EROSION CONTROL BLANKETS WILL BE UTILIZED AS NECESSARY
3. DESCRIBE METHODS TO BE USED FOR STORM DRAIN INLET PROTECTION:
SEE INLET PROTECTION DETAILS
4. DESCRIBE METHODS TO MINIMIZE VEHICLE TRACKING AT CONSTRUCTION EXITS AND STREET SWEEPING ACTIVITIES:
THE PROJECT WILL UTILIZE A ROCK CONSTRUCTION ENTRANCE.
5. DESCRIBE METHODS, IF APPLICABLE, ADDITIONAL SEDIMENT CONTROLS (E.G., DIVERSION BERMS) TO BE INSTALLED TO KEEP RUNOFF AWAY FROM PLANNED INFILTRATION AREAS WHEN EXCAVATED PRIOR TO FINAL STABILIZATION OF THE CONTRIBUTING DRAINAGE AREA:
SILT FENCE TO BE INSTALLED IMMEDIATELY AFTER GRADING TO PROTECT INFILTRATION AREAS.
6. DESCRIBE METHODS TO BE USED TO MINIMIZE SOIL COMPACTION AND PRESERVE TOP SOIL (UNLESS INFEASIBLE) AT THIS SITE:
LIGHT TRACKED EQUIPMENT WILL BE USED, TOPSOIL WILL BE STRIPPED AND STOCKPILED
7. DESCRIBE PLANS TO PRESERVE A 50-FOOT NATURAL BUFFER BETWEEN THE PROJECT'S SOIL DISTURBANCE AND A SURFACE WATER OR PLANS FOR REDUNDANT SEDIMENT CONTROLS IF A BUFFER IS INFEASIBLE:
DOUBLE ROW OF SILT FENCE WILL BE INSTALLED ALONG WETLAND. PROJECT WILL NOT DISTURB WITHIN 200 FEET OF WETLAND.
8. DESCRIBE PLANS FOR USE OF SEDIMENTATION TREATMENT CHEMICALS (E.G., POLYMERS, FLOCCULANTS, ETC.) SEE PART IV.C.10 OF THE PERMIT:
N/A
9. IS THE PROJECT REQUIRED TO INSTALL A TEMPORARY SEDIMENT BASIN DUE TO 10 OR MORE ACRES DRAINING TO A COMMON LOCATION OR 5 ACRES OR MORE IF THE SITE IS WITHIN 1 MILE OF A SPECIAL OR IMPAIRED WATER? NO
IF YES, DESCRIBE (OR ATTACH PLANS) SHOWING HOW THE BASIN WILL BE DESIGNED AND CONSTRUCTED IN ACCORDANCE WITH PART III.C OF THE PERMIT.
N/A

DEWATERING AND BASIN DRAINING (IV.D)
1. WILL THE PROJECT INCLUDE DEWATERING OR BASIN DRAINING? NO
IF YES, DESCRIBE MEASURES TO BE USED TO TREAT/DISPOSE OF TURBID OR SEDIMENT-LADEN WATER AND METHOD TO PREVENT EROSION OR SCOUR OF DISCHARGE POINTS (SEE PART IV. D OF THE PERMIT):
N/A
2. WILL THE PROJECT INCLUDE USE OF FILTERS FOR BACKWASH WATER? NO
IF YES, DESCRIBE HOW FILTER BACKWASH WATER WILL BE MANAGED ON THE SITE OR PROPERLY DISPOSED (SEE PART III.D.3. OF THE PERMIT):
N/A

ADDITIONAL BMP'S FOR SPECIAL WATERS AND DISCHARGES TO WETLANDS (APPENDIX A, PARTS C AND D)
1. SPECIAL WATERS. DOES YOUR PROJECT DISCHARGE TO SPECIAL WATERS? NO
2. IF PROXIMITY TO BEDROCK OR ROAD PROJECTS WHERE THE LACK OF RIGHT OF WAY PRECLUDES THE INSTALLATION OF ANY OF THE PERMANENT STORMWATER MANAGEMENT PRACTICES, THEN OTHER TREATMENT SUCH AS GRASSED SWALES, SMALLER PONDS, OR GRIT CHAMBERS IS REQUIRED PRIOR TO DISCHARGE TO SURFACE WATERS. DESCRIBE WHAT OTHER TREATMENT WILL BE PROVIDED.
N/A
3. DESCRIBE EROSION AND SEDIMENT CONTROLS FOR EXPOSED SOIL AREAS WITH A CONTINUOUS POSITIVE SLOPE TO A SPECIAL WATERS, AND TEMPORARY SEDIMENT BASINS FOR AREAS THAT DRAIN FIVE OR MORE ACRES DISTURBED AT ONE TIME.
N/A
4. DESCRIBE THE UNDISTURBED BUFFER ZONE TO BE USED (NOT LESS THAN 100 LINEAR FEET FROM THE SPECIAL WATER).
N/A
5. DESCRIBE HOW THE PERMANENT STORMWATER MANAGEMENT SYSTEM WILL ENSURE THAT THE PRE AND POST PROJECT RUNOFF RATE AND VOLUME FROM THE 1, AND 2-YEAR 24-HOUR PRECIPITATION EVENTS REMAINS THE SAME.
N/A
6. DESCRIBE HOW THE PERMANENT STORMWATER MANAGEMENT SYSTEM WILL MINIMIZE ANY INCREASE IN THE TEMPERATURE OF TROUT STREAM RECEIVING WATERS RESULTING IN THE 1, AND 2-YEAR 24-HOUR PRECIPITATION EVENTS.
N/A
7. **WETLANDS.** DOES YOUR PROJECT DISCHARGE STORMWATER WITH THE POTENTIAL FOR SIGNIFICANT ADVERSE IMPACTS TO A WETLAND (E.G., CONVERSION OF A NATURAL WETLAND TO A STORMWATER POND)? YES OR NO
IF YES, DESCRIBE THE WETLAND MITIGATION SEQUENCE THAT WILL BE FOLLOWED IN ACCORDANCE WITH PART D OF APPENDIX A.
N/A

INSPECTIONS AND MAINTENANCE (IV.E)
DESCRIBE PROCEDURES TO ROUTINELY INSPECT THE CONSTRUCTION SITE:
- ONCE EVERY SEVEN (7) DAYS DURING ACTIVE CONSTRUCTION AND
- WITHIN 24 HOURS AFTER A RAINFALL EVENT GREATER THAN 0.5 INCHES IN 24 HOURS, AND WITHIN (7) DAYS AFTER THAT

INSPECTIONS MUST INCLUDE STABILIZED AREAS, EROSION PREVENTION,AND SEDIMENT CONTROL BMP'S AND INFILTRATION AREAS.
INSPECTOR WILL FOLLOW REQUIREMENTS SPECIFIED ABOVE AND FILL OUT "ATTACHMENT B - CONSTRUCTION STORMWATER INSPECTION CHECKLIST"
1. Describe practices for storage of building products with a potential to leach pollutants to minimize exposure to stormwater:
ALL BUILDING PRODUCTS WILL BE SEALED AND STORED IN A MANNER TO MINIMIZE EXPOSURE
2. Describe practices for storage of pesticides, herbicides, insecticides, fertilizers, treatment chemical, and landscape materials:
ALL LANDSCAPE TREATMENT CHEMICALS WILL BE SEALED AND STORED IN A MANNER TO MINIMIZED EXPOSURE
3. Describe practices for storage and disposal of hazardous materials or toxic waste (e.g., oil, fuel, hydraulic fluids, paint solvents, petroleum-based products, wood preservative, additives, curing compounds, and acids) according to Minn. R. ch. 7045, including restricted access and secondary containment:
ALL HAZARDOUS WASTE WILL BE APPROPRIATELY DISPOSED OF OFF SITE ACCORDING TO LOCAL AND STATE LAWS.
4. Describe collection, storage and disposal of solid waste in compliance with Minn. R. ch. 7035:
ALL CONSTRUCTION DEBRIS AND SOLID WASTER WILL BE APPROPRIATELY DISPOSED OF OFF SITE ACCORDING TO LOCAL AND STATE LAWS
5. Describe management of portable toilets to prevent tipping and disposal of sanitary wastes in accordance with Minn. R. ch. 7040:
SANITARY AND SEPTIC SERVICES WILL BE PROVIDED TO WORKERS WITH PORTABLE FACILITIES MAINTAINED AS NEEDED BY THE PROVIDER.
6. Describe spill prevention and response for fueling and equipment or vehicle maintenance:
EMPLOYEES WILL BE TRAINED IN TECHNIQUES DESIGNED TO MINIMIZE SPILLS. VEHICLES AND EQUIPMENT SHALL BE CHECKED FOR LEAKS.
7. Describe containment and disposal of vehicle and equipment wash water and prohibiting engine degreasing on the site:
ALL CONSTRUCTION VEHICLES SHALL BE WASHED OFF SITE
8. Describe storage and disposal of concrete and other washout wastes so that wastes do not contact the ground:
ALL CONCRETE WASHOUT SHALL OCCUR OFF SITE.

FINAL STABILIZATION (IV.G)
1. DESCRIBE METHOD OF FINAL STABILIZATION (PERMANENT COVER) OF ALL DISTURBED AREAS:
FINAL STABILIZATION WILL BE ACCOMPLISHED WITH PAVEMENT, SOD AND LANDSCAPE MATERIALS.
2. DESCRIBE PROCEDURES FOR COMPLETING FINAL STABILIZATION AND TERMINATING PERMIT COVERAGE (SEE PART IV.G.1-5):
UPON STABILIZATION DESCRIBED ABOVE, THE CONTRCTOR AND OWNER SHALL MUTUALLY TRANSFER THE NPDES PERMIT TO THE NEXT OWNER WITH DOCUMENTS DESCRIBING THE NATURE OF TERMINATION PROCEDURE.
DOCUMENTATION OF INFEASIBILITY: (IF APPLICABLE)

CivilSite GROUP
Civil Engineering • Surveying • Landscape Architecture
4931 W. 35th Street, Suite 200
St. Louis Park, MN 55416
civilsitegroup.com 612-615-0060

Lazydays RV
THE RV AUTHORITY

PROJECT
LAZYDAYS OF RAMSEY
RIVERDALE DRIVE NW., RAMSEY, MN

LAZYDAYS OF RAMSEY
8390 HIGHWAY 10 NW, ANOKA, MN 55303

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.
Matthew R. Pavek
DATE 09/10/18 LICENSE NO. 44263

ISSUE/SUBMITTAL SUMMARY

DATE	DESCRIPTION
07/09/18	CITY SUBMITTAL
09/10/18	CITY RESUBMITTAL
09/19/18	COUNTY TECHNICAL REVIEW
10/19/18	CITY RESUBMITTAL
10/22/18	CITY RESUBMITTAL

REVISION SUMMARY

DATE	DESCRIPTION

PROJECT NUMBER: 18213

SWPPP - ATTACHMENTS

SW1.4

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ATTACHMENT B: SWPPP INSPECTION FORM

NOTE: THIS INSPECTION REPORT DOES NOT ADDRESS ALL ASPECTS OF THE NATIONAL APOLLUTANT DISCHARGE ELIMINATION SYSTEM/STATE DISPOSAL SYSTEM (NPDES/SDS) CONSTRUCTION STORMWATER PERMIT ISSUED ON AUGUST 1, 2013. THE COMPLETION OF THIS CHECKLIST DOES NOT GUARANTEE THAT ALL PERMIT REQUIREMENTS ARE IN COMPLIANCE; IT IS THE RESPONSIBILITY OF THE PERMITTEE(S) TO READ AND UNDERSTAND THE PERMIT REQUIREMENTS.

FACILITY INFORMATION
SITE NAME:
FACILITY ADDRESS: PERMIT NUMBER:
CITY: STATE: ZIP CODE:

INSPECTION INFORMATION
INSPECTOR NAME: _____ PHONE NUMBER: _____
DATE (MM/DD/YYYY): _____ TIME: _____ AM / PM
IS THE INSPECTOR CERTIFIED IN SEDIMENT AND EROSION CONTROL AND IS IT DOCUMENTED IN THE STORMWATER POLLUTION PREVENTION PLAN (SWPPP)?
IS THIS INSPECTION ROUTINE OR IN RESPONSE TO A STORM EVENT:
RAINFALL AMOUNT (IF APPLICABLE):
IS THE SITE WITHIN ONE AERIAL MILE OF A SPECIAL OR IMPARED WATER?
IF YES, FOLLOW APPENDIX A AND OTHER APPLICABLE PERMIT REQUIREMENTS

NOTE: IF N/A IS SELECTED AT ANY TIME, SPECIFY WHY IN THE COMMENT AREA FOR THAT SECTION.

EROSION CONTROL REQUIREMENT (PART IV.B)

	Y	N	N/A
1. SOIL STABILIZATION WHERE NO CONSTRUCTION ACTIVITY FOR 7 DAYS?	☐	☐	☐
2. HAS THE NEED TO DISTURB STEEP SLOPES BEEN MINIMIZED?	☐	☐	☐
3. ALL DITCHES STABILIZED 200; BACK FROM POINT OF DISCHARGE WITHIN 24 HOURS? (NOT MULCH)	☐	☐	☐
4. ARE THERE BMP'S FOR ONSITE STOCKPILES?	☐	☐	☐
5. ARE APPROPRIATE BMPS INSTALLED PROTECTING INLETS/OUTLETS?	☐	☐	☐
6. DO PIPE OUTLETS HAVE ENERGY DISSIPATION?	☐	☐	☐

COMMENTS:

SEDIMENT CONTROL REQUIREMENT (PART IV.C)

	Y	N	N/A
1. PERIMETER CONTROL INSTALLED ON ALL DOWN GRADIENT PERIMETERS?	☐	☐	☐
2. PERIMETER CONTROL TRENCHED IN WHERE APPROPRIATE?	☐	☐	☐
3. 50 FOOT NATURAL BUFFER MAINTAINED AROUND ALL SURFACE WATERS?	☐	☐	☐
3.1. IF NO, HAVE REDUNDANT SEDIMENT CONTROLS BEEN INSTALLED?	☐	☐	☐
4. INLET PROTECTION ON ALL CATCH BASINS AND CULVERT INLETS?	☐	☐	☐
5. VEHICLE TRACKING BEST MANAGEMENT PRACTICES (BMP'S) AT ALL SITE EXITS?	☐	☐	☐
6. ALL TRACKED SEDIMENT REMOVED WITHIN 24 HOURS?	☐	☐	☐
7. ARE ALL INFILTRATION SYSTEMS STAKED AND MARKED TO AVOID COMPACTION?	☐	☐	☐
8. ARE ALL INFILTRATION AREAS PROTECTED WITH A PRETREATMENT DEVICE?	☐	☐	☐
9. DO ALL STOCKPILES HAVE PERIMETER CONTROLS?	☐	☐	☐

COMMENTS:

MAINTENANCE-EROSION AND SEDIMENT CONTROL BMP'S (PART IV.E.)

	Y	N	N/A
1. ARE ALL PREVIOUSLY STABILIZED AREAS MAINTAINING 90% GROUND COVER?	☐	☐	☐
2. ANY DITCH EROSION OBSERVED?	☐	☐	☐
3. PERIMETER CONTROL--HAS SEDIMENT REACHED ONE HALF THE HEIGHT OF THE DEVICE?	☐	☐	☐
4. ARE INLET PROTECTION DEVICES MAINTAINED AND FUNCTIONING PROPERLY?	☐	☐	☐

COMMENTS:

OTHER

	Y	N	N/A
1. ARE ALL MATERIALS THAT CAN LEACH POLLUTANTS UNDER COVER?	☐	☐	☐
2. HAS ACCESS BEEN RESTRICTED TO ONSITE HAZARDOUS MATERIALS?	☐	☐	☐
3. DOES ON-SITE FUELING ONLY OCCUR IN A CONTAINED AREA?	☐	☐	☐
4. ARE ALL SOLID WASTES BEING PROPERLY DISPOSED OF ?	☐	☐	☐
5. IS THE CONCRETE WASHOUT AREA COMPLETELY CONTAINED?	☐	☐	☐
6. IS THE CONCRETE WASHOUT AREA MARKED WITH SIGN?	☐	☐	☐

COMMENTS:

	Y	N	N/A
7. WERE ANY DISCHARGES SEEN DURING THIS INSPECTION, SEDIMENT, WATER, OR OTHERWISE?	☐	☐	☐

7.1. IF YES, STATE THE EXACT LOCATION OF ALL POINTS OF DISCHARGE. PHOTOGRAPH THE DISCHARGE AND DESCRIBE THE DISCHARGE (COLOR, ODOR, FOAM, OIL SHEEN, ETC). HOW WILL IT BE REMOVED? HOW DID THE DISCHARGE HAPPEN? HOW MUCH WAS DISCHARGED? HOW WILL IT BE STOPPED, AND HOW LONG WILL IT TAKE TO STOP? IS THE DISCHARGE GOING INTO AN ADJACENT SITE? WAS THE DISCHARGE A SEDIMENT DELTA? IF YES, WILL THE DELTA BE RECOVERED WITHIN 7 DAYS?

8. WILL A PERMANENT STORMWATER MANAGEMENT SYSTEM BE UTILIZED IN THIS PROJECT AS REQUIRED AND IN ACCORDANCE WITH PART III.D OF THE PERMIT? DESCRIBE:

	Y	N	N/A
9. IS ANY DEWATERING OCCURRING ON SITE?	☐	☐	☐

9.1. IF YES, WHERE? WHAT BMP IS BEING USED? HOW MUCH WATER IS BEING DEWATERED? IS THE WATER CLEAR? WHERE IS THE WATER BEING DISCHARGED TO?

	Y	N	N/A
10. IS A COPY OF THE SWPPP LOCATED ON THE CONSTRUCTION SITE?	☐	☐	☐
11. HAS THE SWPPP BEEN FOLLOWED AND IMPLEMENTED ON SITE?	☐	☐	☐
12. IS A SEDIMENTATION BASIN REQUIRED FOR THIS PROJECT AS SPECIFIED IN THE PERMIT?	☐	☐	☐
12.1. IF YES, ARE THEY MAINTAINED AS SPECIFIED IN THE PERMIT?	☐	☐	☐
13. IS THE TOPSOIL ON THIS PROJECT BEING PRESERVED?	☐	☐	☐

13.1. IF YES, EXPLAIN HOW THE TOP SOIL IS BEING PRESERVED. IF NO, EXPLAIN WHY IT WAS INFEASIBLE.

	Y	N	N/A
14. ARE ALL INFILTRATION SYSTEMS MARKED TO AVOID COMPACTION?	☐	☐	☐
14.1. DO ALL INFILTRATION AREAS HAVE PRETREATMENT DEVICES?	☐	☐	☐

15. DESCRIPTION OF AREAS OF NON-COMPLIANCE NOTED DURING THE INSPECTION, REQUIRED CORRECTIVE ACTIONS, AND RECOMMENDED DATE OF COMPLETION OF CORRECTIVE ACTIONS:

16. PROPOSED AMENDMENTS TO THE SWPPP:

17. POTENTIAL AREAS OF FUTURE CONCERN:

18. ADDITIONAL COMMENTS

DISCLOSURES:
- AFTER DISCOVERY, THE PERMIT REQUIRES MANY OF THE DEFICIENCIES THAT MAY BE FOUND IN THIS CHECKLIST BE CORRECTED WITHIN A SPECIFIED PERIOD OF TIME. SEE PERMIT FOR MORE DETAILS.
- THIS INSPECTION CHECKLIST IS AN OPTION FOR SMALL CONSTRUCTION SITES. LARGE CONSTRUCTION SITES AND LINEAR PROJECTS REQUIRE MORE EXTENSIVE/MORE LOCATION SPECIFIC INSPECTION REQUIREMENTS.
- THE PERMITTEE(S) IS/ARE RESPONSIBLE FOR THE INSPECTION AND MAINTENANCE OF TEMPORARY AND PERMANENT WATER QUALITY MANAGEMENT BMP'S AS WELL AS EROSION PREVENTION AND SEDIMENT CONTROL BMP'S UNTIL ANOTHER PERMITTEE HAS OBTAINED COVERAGE UNDER THIS PERMIT ACCORDING TO PART II.B.5., OR THE PROJECT HAS UNDERGONE FINAL STABILIZATION AND A NOTICE OF TERMINATION HAS BEEN SUBMITTED TO THE MPCA.

ATTACHMENT C: MAINTENANCE PLAN FOR PERMANENT STORM WATER TREATMENT SYSTEM

ATTACHMENT C - ABOVE-GROUND
FACILITY MANAGEMENT SCHEDULE

1. ALL STORMWATER RETENTION, DETENTION AND TREATMENT BASINS MUST BE INSPECTED AT LEAST ONCE A YEAR TO DETERMINE THAT BASIN RETENTION AND TREATMENT CHARACTERISTICS ARE ADEQUATE. A STORAGE TREATMENT BASIN WILL BE CONSIDERED INADEQUATE IF SEDIMENT HAS DECREASED THE WET STORAGE VOLUME BY 50 PERCENT OR DRY STORAGE VOLUME BY 25 PERCENT OF ITS ORIGINAL DESIGN VOLUME. BASED ON THIS INSPECTION, IF A STORMWATER BASIN REQUIRES SEDIMENT CLEANOUT, THE BASIN WILL BE RESTORED TO ITS ORIGINAL DESIGN CONTOURS AND VEGETATED STATE WITHIN ONE YEAR OF THE INSPECTION DATE.
2. ALL OUTLET STRUCTURES, CULVERTS, OUTFALL STRUCTURES AND OTHER STORMWATER FACILITIES FOR WHICH MAINTENANCE REQUIREMENTS ARE NOT OTHERWISE SPECIFIED HEREIN MUST BE INSPECTED IN THE SPRING, SUMMER AND FALL OF EACH YEAR. WITHIN 30 DAYS OF THE INSPECTION DATE, ALL ACCUMULATED SEDIMENT AND DEBRIS MUST BE REMOVED SUCH THAT EACH STORMWATER FACILITY OPERATES AS DESIGNED AND PERMITTED. CONTRIBUTING DRAINAGE AREAS MUST BE KEPT CLEAR OF LITTER AND VEGETATIVE DEBRIS, INFLOW PIPES AND OVERFLOW SPILLWAYS KEPT CLEAR, INLET AREAS KEPT CLEAN, AND UNDESIRABLE VEGETATION REMOVED. EROSION IMPAIRING THE FUNCTION OR INTEGRITY OF THE FACILITIES, IF ANY, WILL BE CORRECTED, AND ANY STRUCTURAL DAMAGE IMPAIRING OR THREATENING TO IMPAIR THE FUNCTION OF THE FACILITIES MUST BE REPAIRED.
3. VOLUME CONTROL FACILITIES AND CONTRIBUTING DRAINAGE AREAS MUST BE INSPECTED EVERY THREE MONTHS DURING THE OPERATIONAL PERIOD (BETWEEN SPRING SNOWMELT AND FIRST SUBSTANTIAL SNOWFALL) AND MONITORED AFTER RAINFALL EVENTS OF 1 INCH OR MORE TO ENSURE THAT THE CONTRIBUTING DRAINAGE AREA IS CLEAR OF LITTER AND DEBRIS, INFLOW PIPES AND OVERFLOW SPILLWAYS ARE CLEAR, INLET AREAS ARE CLEAN, UNDESIRABLE VEGETATION IS REMOVED AND THERE IS NO EROSION IMPAIRING OR THREATENING TO IMPAIR THE FUNCTION OF A FACILITY. IF SEDIMENT HAS ACCUMULATED IN A INFILTRATION FEATURE, WITHIN 30 DAYS OF INSPECTION DEPOSITED SEDIMENTS MUST BE REMOVED, THE INFILTRATION CAPACITY OF THE UNDERLYING SOILS MUST BE RESTORED, AND ANY SURFACE DISTURBANCE MUST BE STABILIZED. INSPECTION MUST ENSURE THAT SEDIMENT TRAPS AND FOREBAYS ARE TRAPPING SEDIMENT AND THAT MORE THAN 50 PERCENT OF THE STORAGE VOLUME REMAINS, THE CONTRIBUTING DRAINAGE AREA IS STABLE (I.E., NO EROSION IS OBSERVED), AND INLETS AND OUTLET/OVERFLOW SPILLWAYS ARE IN GOOD CONDITIONS WITH NO EROSION. MAINTENANCE TECHNIQUES USED MUST PROTECT THE INFILTRATION CAPACITY OF THE PRACTICE BY LIMITING SOIL COMPACTION TO THE GREATEST EXTENT POSSIBLE (E.G., BY USING LOW-IMPACT EARTH-MOVING EQUIPMENT).

CivilSite GROUP
Civil Engineering • Surveying • Landscape Architecture
4931 W. 35th Street, Suite 200
St. Louis Park, MN 55416
civilsitegroup.com 612-615-0060

Lazydays RV
THE RV AUTHORITY

PROJECT
LAZYDAYS OF RAMSEY
RIVERDALE DRIVE NW., RAMSEY, MN
LAZYDAYS OF RAMSEY
8390 HIGHWAY 10 NW, ANOKA, MN 55303

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.
Matthew R. Pavek
DATE 09/10/18 LICENSE NO. 44263

ISSUE/SUBMITTAL SUMMARY

DATE	DESCRIPTION
07/09/18	CITY SUBMITTAL
09/10/18	CITY RESUBMITTAL
09/19/18	COUNTY TECHNICAL REVIEW
10/19/18	CITY RESUBMITTAL
10/22/18	CITY RESUBMITTAL

REVISION SUMMARY

DATE	DESCRIPTION

PROJECT NUMBER: 18213

SWPPP - ATTACHMENTS

SW1.5

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DESCRIPTION OF PROPERTY SURVEYED

Outlot A, ALPACA ESTATES 4TH ADDITION, according to the recorded plat thereof, Anoka County, Minnesota

EXECPT

Parcel 22, ANOKA COUNTY HIGHWAY RIGHT-OF-WAY PLAT NO. 90.

General Survey Notes

1. Bearings are based on the Anoka County Coordinate System (1996 Adjustment).

2. Site Address: Unassigned.

3. This property is contained in Zone X (area determined to be outside the 0.2% annual chance floodplain) per Flood Insurance Rate Map, Community Panel No. 27003C0280E, effective date of December 16, 2015.

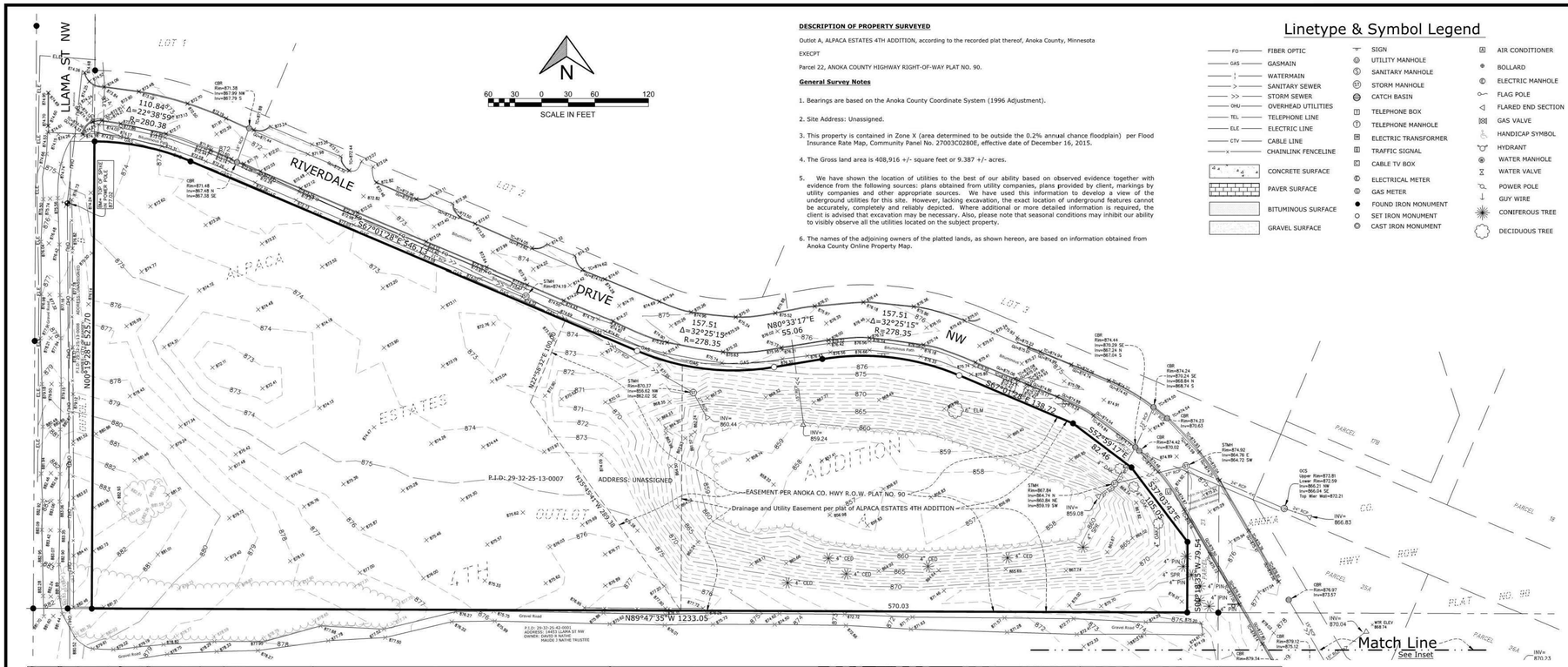
4. The Gross land area is 408,916 +/- square feet or 9.387 +/- acres.

5. We have shown the location of utilities to the best of our ability based on observed evidence together with evidence from the following sources: plans obtained from utility companies, plans provided by client, markings by utility companies and other appropriate sources. We have used this information to develop a view of the underground utilities for this site. However, lacking excavation, the exact location of underground features cannot be accurately, completely and reliably depicted. Where additional or more detailed information is required, the client is advised that excavation may be necessary. Also, please note that seasonal conditions may inhibit our ability to visibly observe all the utilities located on the subject property.

6. The names of the adjoining owners of the platted lands, as shown hereon, are based on information obtained from Anoka County Online Property Map.

Linetype & Symbol Legend

- FO — FIBER OPTIC
- GAS — GASMAIN
- WATERMAIN
- SANITARY SEWER
- STORM SEWER
- OHU — OVERHEAD UTILITIES
- TEL — TELEPHONE LINE
- ELE — ELECTRIC LINE
- CTV — CABLE LINE
- CHAINLINK FENCELINE
- CONCRETE SURFACE
- PAVER SURFACE
- BITUMINOUS SURFACE
- GRAVEL SURFACE
- SIGN
- UTILITY MANHOLE
- SANITARY MANHOLE
- STORM MANHOLE
- CATCH BASIN
- TELEPHONE BOX
- TELEPHONE MANHOLE
- ELECTRIC TRANSFORMER
- TRAFFIC SIGNAL
- CABLE TV BOX
- ELECTRICAL METER
- GAS METER
- FOUND IRON MONUMENT
- SET IRON MONUMENT
- CAST IRON MONUMENT
- AIR CONDITIONER
- BOLLARD
- ELECTRIC MANHOLE
- FLAG POLE
- FLARED END SECTION
- GAS VALVE
- HANDICAP SYMBOL
- HYDRANT
- WATER MANHOLE
- WATER VALVE
- POWER POLE
- GUY WIRE
- CONIFEROUS TREE
- DECIDUOUS TREE



CivilSite GROUP
4931 W. 35TH ST, SUITE 200
ST. LOUIS PARK, MN 55416
CivilSiteGroup.com

PROJECT
Lazydays
Llama St NW & Riverdale Dr NW - Ramsey, Anoka County, Minnesota

CLIENT
RJ Ryan Construction
1100 Mendota Heights Road - Mendota Heights, MN

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 LAND SURVEYOR UNDER THE LAWS OF THE STATE OF MINNESOTA.

RORY L. SYNSTELIEN
DATE 09/14/2018 LICENSE NO. 44565

VICINITY MAP



REVISION SUMMARY

DATE	DESCRIPTION

PROJECT NO.: 18213

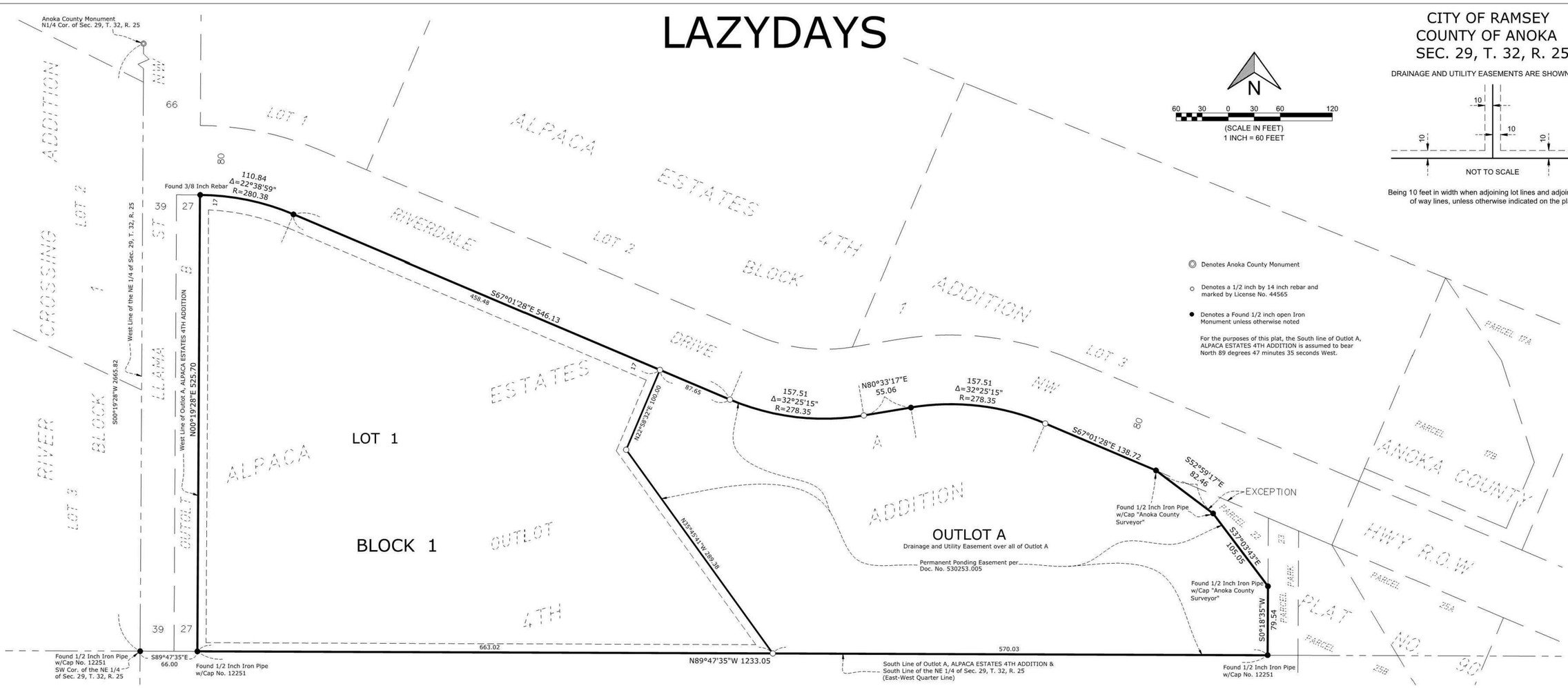
BOUNDARY/ TOPOGRAPHIC SURVEY

V1.0

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LAZYDAYS

CITY OF RAMSEY
COUNTY OF ANOKA
SEC. 29, T. 32, R. 25

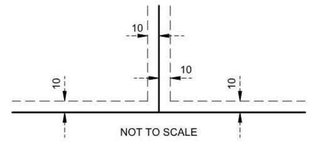


N

60 30 0 30 60 120

(SCALE IN FEET)
1 INCH = 60 FEET

DRAINAGE AND UTILITY EASEMENTS ARE SHOWN THUS:



Being 10 feet in width when adjoining lot lines and adjoining right of way lines, unless otherwise indicated on the plat.

◎ Denotes Anoka County Monument

○ Denotes a 1/2 inch by 14 inch rebar and marked by License No. 44565

● Denotes a Found 1/2 inch open Iron Monument unless otherwise noted

For the purposes of this plat, the South line of Outlot A, ALPACA ESTATES 4TH ADDITION is assumed to bear North 89 degrees 47 minutes 35 seconds West.

KNOW ALL PERSONS BY THESE PRESENTS: That Lazydays of Minneapolis, LLC, a Delaware limited liability company, owner of the following described property:

Outlot A, ALPACA ESTATES 4TH ADDITION, according to the recorded plat thereof, Anoka County, Minnesota

EXCEPT

Parcel 22, ANOKA COUNTY HIGHWAY RIGHT-OF-WAY PLAT NO. 90.

Has caused the same to be surveyed and platted as LAZYDAYS and does hereby dedicate to the public for public use the drainage and utility easements as shown on this plat.

In witness whereof said Lazydays of Minneapolis, LLC, a Delaware limited liability company, has caused these presents to be signed by its proper officer this

_____ day of _____, 20____.

Signed: Lazydays of Minneapolis, LLC

_____ (Signature)

_____, _____
(Print Name) (Title)

STATE OF MINNESOTA
COUNTY OF _____

This instrument was acknowledged before me this _____day of _____, 20___

by _____ ,_____ (Title)
of Lazydays of Minneapolis, LLC, a Delaware limited liability company.

_____ (Signature)

_____ (Print Name)

Notary Public, _____ County, Minnesota

My commission expires _____

SURVEYORS CERTIFICATE

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

Dated this _____day of _____, 20___.

_____
Rory L. Synstelien, Licensed Land Surveyor
Minnesota License No. 44565

STATE OF MINNESOTA
COUNTY OF _____
This instrument was acknowledged before me this _____day of _____, 20___
by Rory L. Synstelien.

_____ (Signature)

_____(Print Name)

Notary Public, _____ County, Minnesota

My commission expires _____

CITY COUNCIL

City Council, City of Ramsey, Minnesota

This plat of LAZYDAYS was approved and accepted by the City Council of the City of Ramsey, Minnesota at a regular meeting thereof held this _____ day of_____20___, and said plat is in compliance with the provisions of Minnesota Statutes, Section 505.03, Subd. 2.

City Council, City of Ramsey, Minnesota

By: _____
Mayor

By: _____
Clerk

COUNTY SURVEYOR

I hereby certify that in accordance with Minnesota Statutes, Section 505.021, Subd. 11, this plat has been reviewed and approved this _____ day of _____,20___.

By: _____
Charles F. Gitzen
Anoka County Surveyor

COUNTY AUDITOR/TREASURER

Pursuant to Minnesota Statutes, Section 505.021, Subd. 9, taxes payable in the year 20__ on the land hereinbefore described have been paid. Also, pursuant to Minnesota Statutes, Section 272.12, there are no delinquent taxes and transfer entered this _____ day of _____,20___.

_____
Property Tax Administrator

By _____, Deputy

COUNTY RECORDER/REGISTRAR OF TITLES

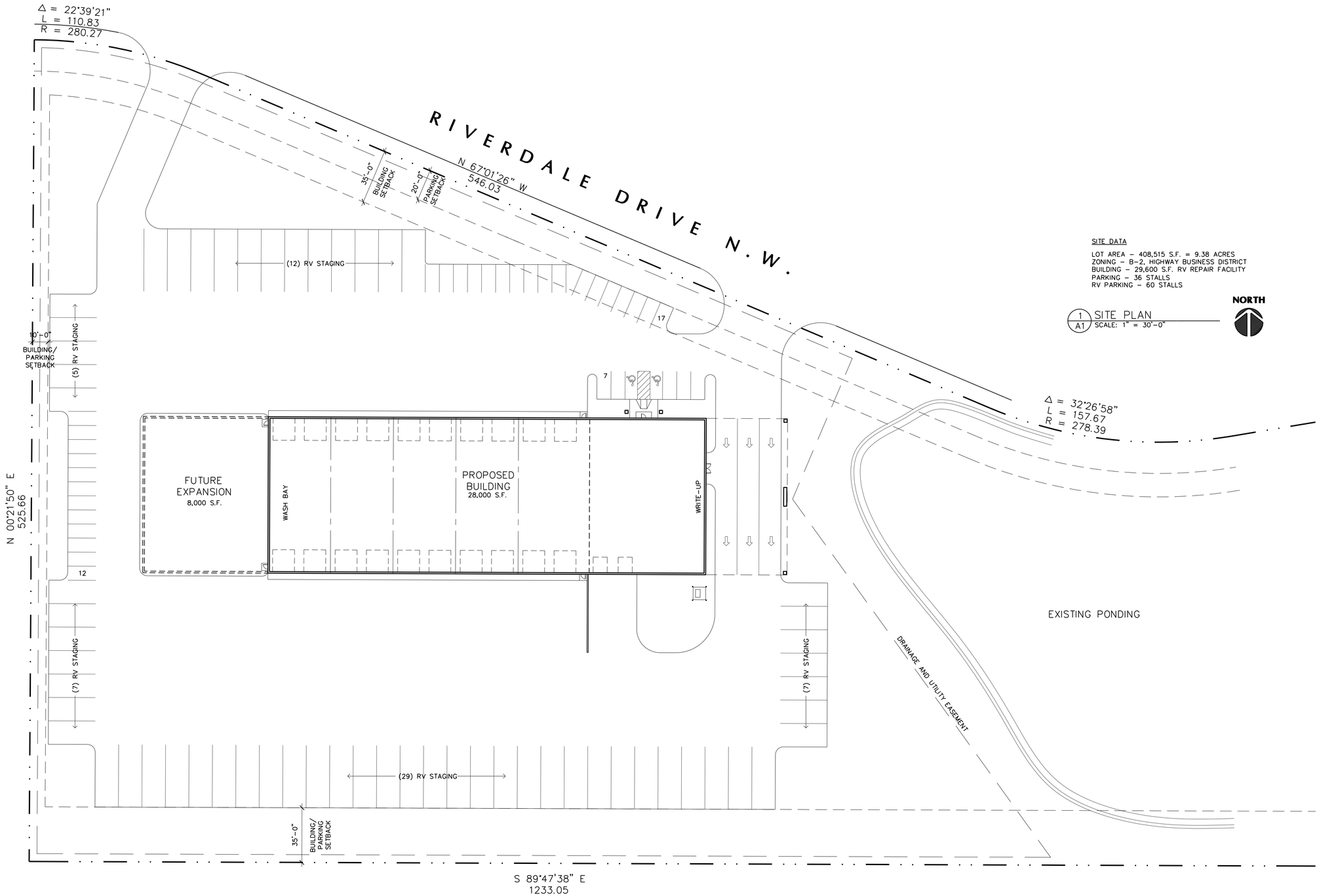
County of Anoka, State of Minnesota

I hereby certify that this plat of LAZYDAYS was filed in the office of the County Recorder/Registrar of Titles for public record on this _____ day of _____, 20___, at_____ o'clock ___.M. and was duly recorded as Document Number _____.

_____
County Recorder/Registrar of Titles

By _____, Deputy

CivilSite GROUP



SITE DATA

LOT AREA – 408,515 S.F. = 9.38 ACRES
ZONING – B-2, HIGHWAY BUSINESS DISTRICT
BUILDING – 29,600 S.F. RV REPAIR FACILITY
PARKING – 36 STALLS
RV PARKING – 60 STALLS

NORTH

1/A1 SITE PLAN
SCALE: 1" = 30'-0"

Filename: LAZYDAYS OF MINNEAPOLIS\LAZYDAYS OF MINNEAPOLIS-A1

LAMPERT ARCHITECTS
420 Summit Avenue
St. Paul, MN 55102
Phone:763.755.1211 Fax:763.757.2849
lampert@lampert-arch.com

ARCHITECT CERTIFICATION:
I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED ARCHITECT UNDER THE LAWS OF THE STATE OF MINNESOTA.

PRELIMINARY NOT FOR CONSTRUCTION

SIGNATURE
LEONARD LAMPERT
PRINT NAME
13669
LICENSE #
DATE

RJRyan Construction, Inc.
Commercial Design and Construction
1100 Mendota Heights Road, Mendota Heights, MN 55120
Ph: 651-681-0200 Fax: 651-681-0235

LAZYDAYS OF MINNEAPOLIS
Ramsey, Minnesota

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Leonard Lampert Architects Inc.

Project Designer: JAMES B
Drawn By: JRB
Checked By: LL
Revisions

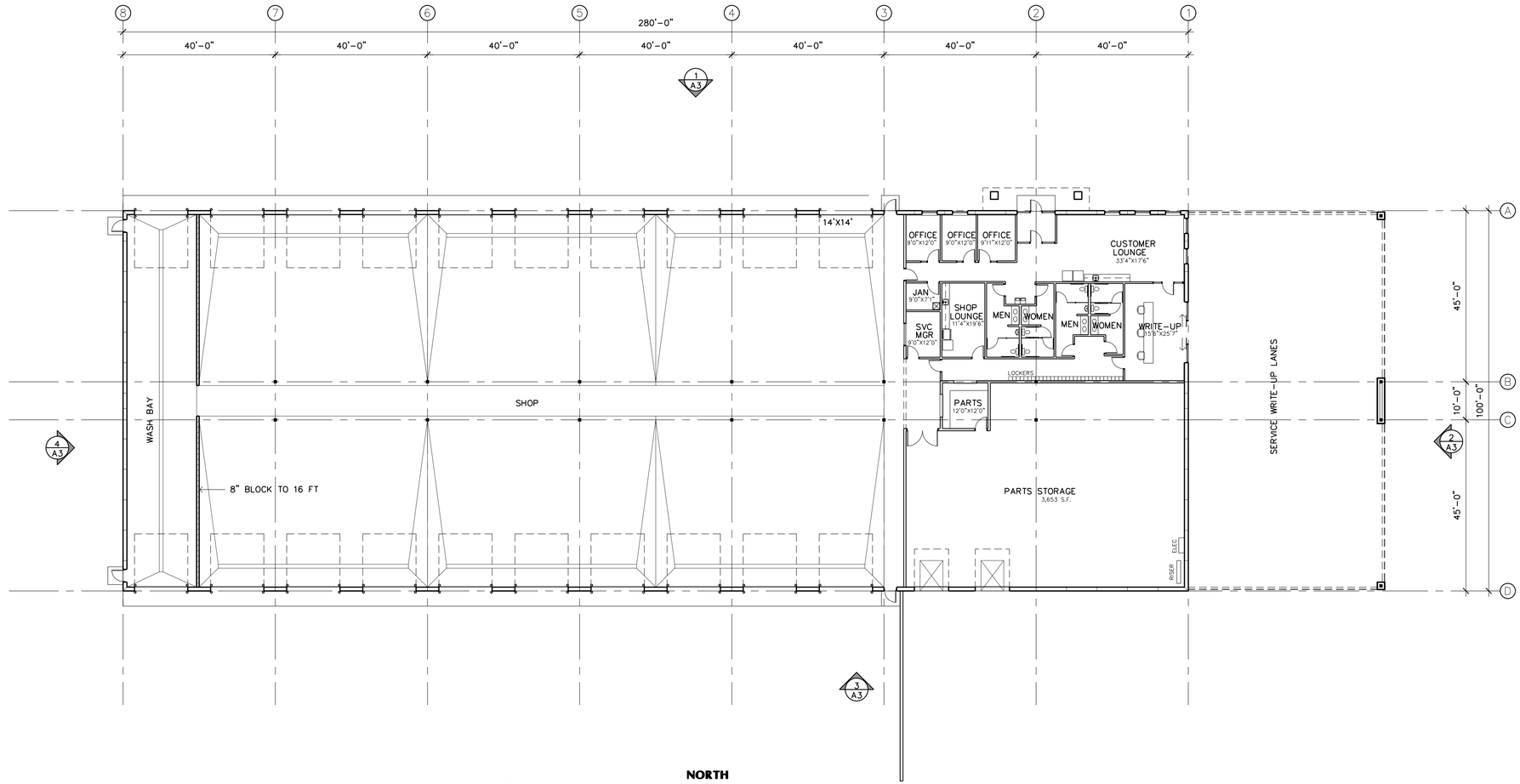
6/26/18	PRELIMINARY
7/6/18	CITY SUBMITTAL
8/14/18	PRELIMINARY

SITE PLAN

Sheet Number

A1

Project No. 180621-3



1 A2 FLOOR PLAN
SCALE: 1/16" = 1'-0"

NORTH

Filename: LAZYDAYS OF MINNEAPOLIS\LAZYDAYS OF MINNEAPOLIS-A2

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420 Summit Avenue
St. Paul, MN 55102
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lampert@lampert-arch.com

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Ramsey, Minnesota

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Project Designer: JAMES B
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Revisions

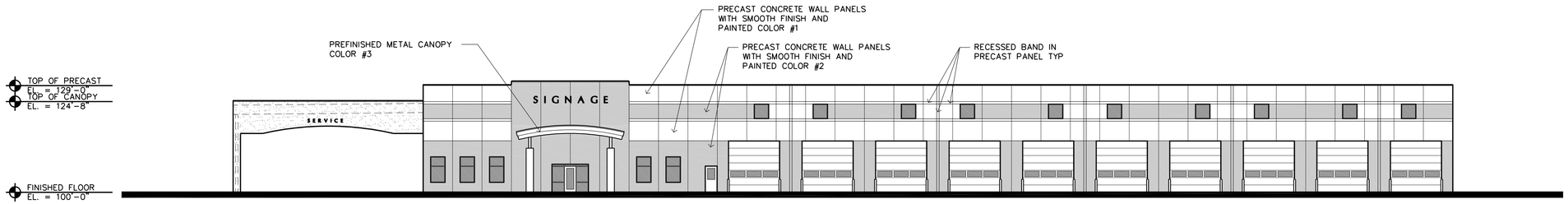
7/6/18	CITY SUBMITTAL
8/13/18	PRELIMINARY

FLOOR PLAN

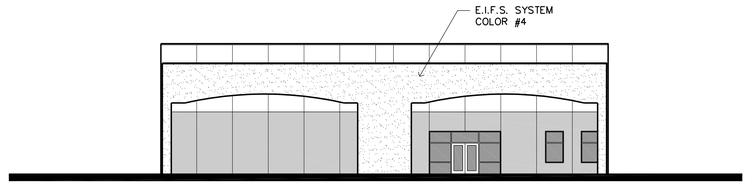
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A2

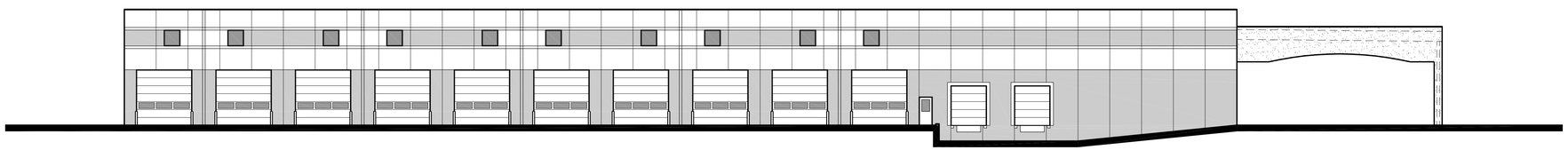
Project No. 180621-3



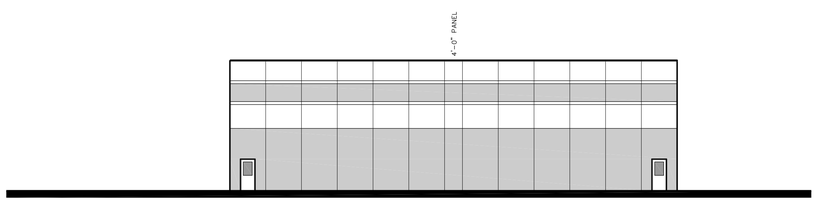
1 A3 NORTH ELEVATION
SCALE: 1/16" = 1'-0"



2 A3 EAST ELEVATION
SCALE: 1/16" = 1'-0"



3 A3 SOUTH ELEVATION
SCALE: 1/16" = 1'-0"



4 A3 WEST ELEVATION
SCALE: 1/16" = 1'-0"

Filename: LAZYDAYS OF MINNEAPOLIS\LAZYDAYS OF MINNEAPOLIS-A3

LAMPERT ARCHITECTS
420 Summit Avenue
St. Paul, MN 55102
Phone:763.755.1211 Fax:763.757.2849
lampert@lampert-arch.com

ARCHITECT CERTIFICATION:
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SIGNATURE
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13669
LICENSE
DATE

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Commercial Design and Construction
1100 Mendota Heights Road
Mendota Heights, MN 55120
Ph: 651-681-0200
Fax: 651-681-0235

LAZYDAYS OF MINNEAPOLIS
Ramsey, Minnesota

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Leonard Lampert Architects Inc.

Project Designer: JAMES B
Drawn By: JRB
Checked By: LL
Revisions

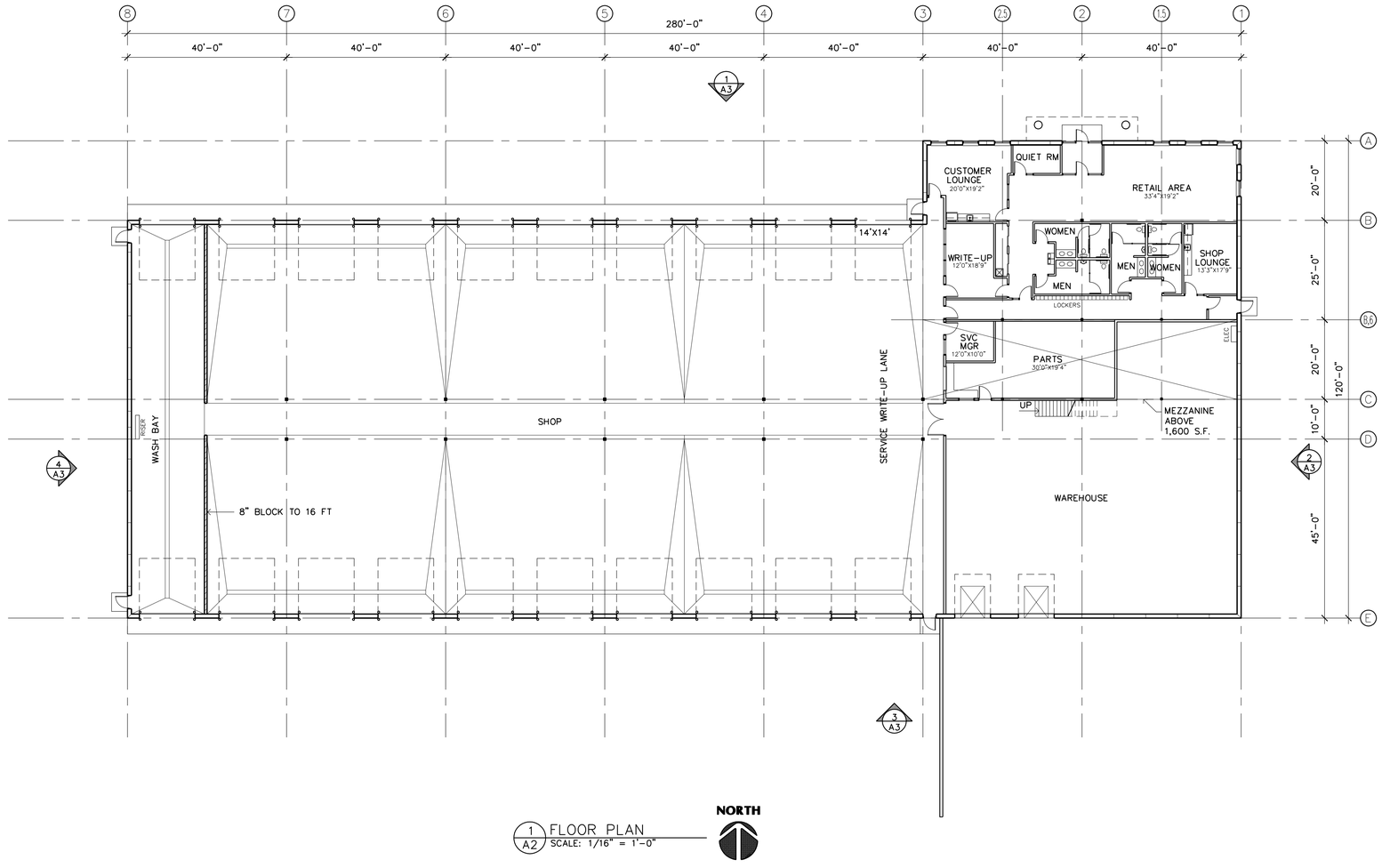
7/6/18	CITY SUBMITTAL
8/14/18	PRELIMINARY

BUILDING ELEVATIONS

Sheet Number

A3

Project No. 180621-3



1 / A2 FLOOR PLAN
SCALE: 1/16" = 1'-0"

NORTH

Filename: LAZYDAYS OF MINNEAPOLIS\LAZYDAYS OF MINNEAPOLIS-A2

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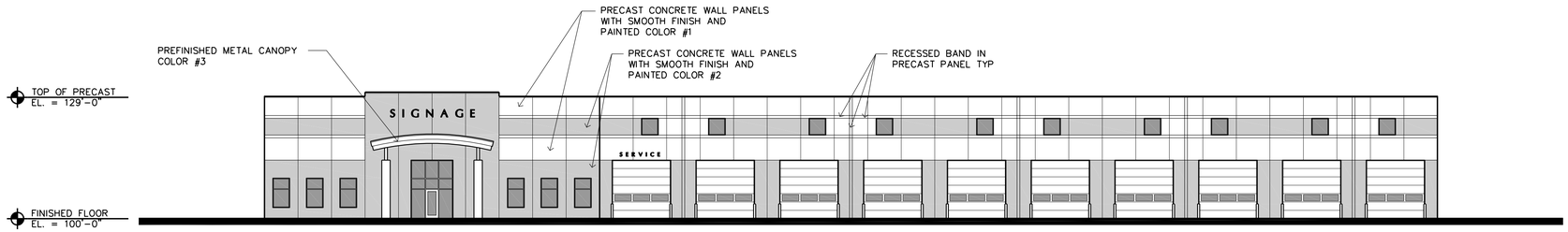
7/6/18	CITY SUBMITTAL

FLOOR PLAN

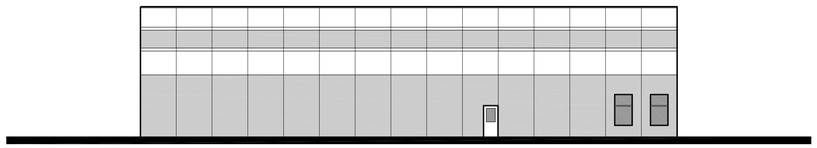
Sheet Number

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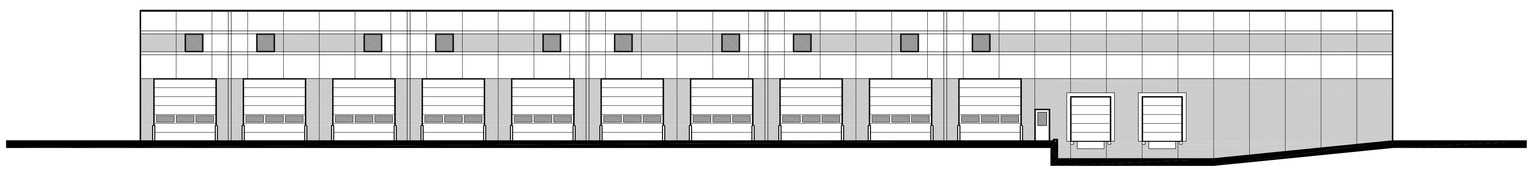
Project No. 180621-3



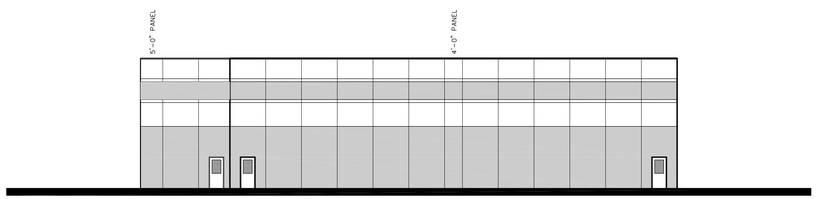
1 / A3 NORTH ELEVATION
SCALE: 1/16" = 1'-0"



2 / A3 EAST ELEVATION
SCALE: 1/16" = 1'-0"



3 / A3 SOUTH ELEVATION
SCALE: 1/16" = 1'-0"



4 / A3 WEST ELEVATION
SCALE: 1/16" = 1'-0"

Filename: LAZYDAYS OF MINNEAPOLIS\LAZYDAYS OF MINNEAPOLIS-A3

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St. Paul, MN 55102
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lampert@lampert-arch.com

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PRELIMINARY NOT FOR CONSTRUCTION

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1100 Mendota Heights Road, Mendota Heights, MN 55120 Ph: 651-681-0200 Fax: 651-681-0235

LAZYDAYS OF MINNEAPOLIS
Ramsey, Minnesota

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Leonard Lampert Architects Inc.

Project Designer: JAMES B
Drawn By: JRB
Checked By: LL
Revisions

7/6/18	CITY SUBMITTAL

BUILDING ELEVATIONS

Sheet Number

A3

Project No. 180621-3

CITY OF RAMSEY
DEVELOPMENT AGREEMENT FOR LAZYDAYS

This Agreement (hereinafter the "Agreement") is dated as of this _____ day of November, 2018, and is by and between the **CITY OF RAMSEY**, a Minnesota municipal corporation (the "**CITY**") and Lazydays of Minneapolis, LLC, a Limited Liability Corporation under the laws of the State of Minnesota (the "**PERMITTEE**").

Recitals

A. The **PERMITTEE** is the owner of land legally described on the attached Exhibit A (the "Subject Property").

B. The **PERMITTEE** has received approval from the **CITY** to subdivide the Subject Property and plat the same as Lazydays (the "Plat").

Agreement

1. Recitals. Recitals incorporated. The recitals stated above are hereby incorporated into this Agreement and are made part of this Agreement by reference.

2. Conditions of Approval. The **CITY** has approved the Plat subject to satisfaction of the following conditions subsequent:

   a. The **PERMITTEE'S** Execution of this Agreement. That the **PERMITTEE** enter into this Agreement.

   b. Marketable Title. That prior to recording the Plat, the **PERMITTEE** shall provide the **CITY** with proof of marketable title to the Subject Property either through a currently certified abstract, registered property abstract or title insurance commitment or policy**.**

c. Proof of Authority. That the **PERMITTEE** provide proof that the respective governing boards of the **PERMITTEE** have authorized the **PERMITTEE'S** execution of this Agreement. This proof of authority may be satisfied by providing the **CITY** with a certified copy of the minutes of the governing board of each entity which grants such authority.

3. The Plans. The term "Plans" as used in this Agreement means the Final Plat Plans prepared by Civil Site Group, dated July 9, 2018, revised November 9, 2018. The Plans remain subject to: (a) **CITY** Staff's review and approval of the Plans to, among other things, confirm that the revisions requested in the **CITY** Staff's review letter have been made; and (b) such further revisions as the **PERMITTEE** may propose and the **CITY** approves. The Plans shall not be attached to this Agreement, but are in the **CITY'S** files.

4. Required Improvements. The private improvements the **PERMITTEE** will construct or install are as follows:

a. Storm drainage facilities (when specified).
b. Stormwater maintenance through 90 percent buildout.
c. Concrete curb and gutter (urban).
d. Lot grading.
e. Sidewalks.
f. Electricity (within one-fourth mile).
g. Phone (within one-fourth mile).
h. Natural gas (within one-fourth mile).
i. Boulevard sodding.
j. Water shut off boxes.
k. Landscaping
l. Street lights per agreement with Connexus Energy
m. Installation of survey monumentation.
n. Sanitary sewer – private portion within their site
o. Water – private portion within their site
p. Storm drainage facilities
q. Stormwater maintenance
r. Parking lot

(the "Required Improvements").

The **PERMITTEE** agrees to construct the Required Improvements according to the terms and conditions of this Agreement and in accordance with the Plans and the City Code. Per City Code Section 117-615, the **PERMITTEE** shall provide the **CITY** with a set of reproducible as-built plans in Computer Aided Drafting (CAD) format upon completion of the Required Improvements and acceptance by the **CITY**. As as-built plans are a required Improvement item per City Code Section 117-615, the **CITY** will not release in its entirety the Required Improvement Financial Guarantee noted in Section 10 below until such as-built plans are received by the **CITY**. Additionally, the **PERMITTEE** agrees to provide to the **CITY** the plans in CAD format prior to the commencement of construction of the Required Improvements.

5. Lot Corner Staking. The **PERMITTEE** must install lot corner stakes at all lot corners.

6. Installation of the Required Improvements. The **PERMITTEE** shall obtain all necessary permits from all governmental agencies before commencing construction of the Required Improvements. The **PERMITEE** must provide the **CITY** with copies of all necessary permits from other governmental agencies prior to or when the **PERMITTEE** applies for a building permit to construct improvements on a lot within the Plat. Within thirty (30) days after the completion of the Required Improvements, the **PERMITTEE** shall provide the **CITY** with a complete set of reproducible "As Built" plans for the Reauired Improvements.

7. Time of Performance for the Required Improvements. The **PERMITTEE** must complete the Required Improvements within one (1) year after the recording of the Plat.

8. Ownership of the Required Improvements. The **PERMITTEE** owns the Required Improvements. Except to the extent the **CITY** has accepted all or portions of the Required Improvements, in writing, prior to the lapse, expiration, or other termination of the **CITY'S** financial guaranty described in Section 10 and except to the extent the **CITY** and the **PERMITTEE** may agree, in writing, to defer the **CITY'S** acceptance of certain specified Required Improvements, the **CITY** is deemed to have accepted the Required Improvements when the **CITY** releases the financial guaranty described in Section 10 or allows such financial guarantee to lapse, expire or otherwise terminate.

9. Required Improvements License. The **PERMITTEE** hereby grants the **CITY** and the **CITY'S** agents, employees, officers, and contractors an irrevocable license to enter the Subject Property to perform all necessary work and/or inspections the **CITY** deems appropriate during the **PERMITTEE'S** installation of the Required Improvements. The license shall expire after the **CITY** accepts ownership of Required Improvements.

10. Financial Guaranty for Required Private Improvements. The **PERMITTEE** shall provide a financial guarantee to the **CITY** guaranteeing the construction of the Required Private Improvements, and their timely completion. The **PERMITTEE** shall be responsible for a financial guarantee in the amount of **($552,803.00),** which amount is 125% of the **CITY** Engineer's estimated cost of the Required Improvements. Upon completion of Required Improvements (including the removal of "temporary" erosion control measures as identified in the approved Grading Plan), acceptance by the **CITY**, supported by appropriate lien waivers, The **PERMITTEE** may request a reduction in the amount of the financial guarantee.

11. Inspection Fees for the Required Private Improvements. The **PERMITTEE** shall provide an inspection fee to the **CITY** to inspect the Required Private Improvements. The **PERMITTEE** shall be responsible for an inspection fee in the amount of **($15,000.00)**. The inspection fee must be in the form of a cash escrow. The **PERMITTEE** may request a refund of the remaining balance in the escrow upon completion of the Required Private Improvements, acceptance by the **CITY**.

12. Warranty for Required Improvements. The **PERMITTEE** shall provide a one year warranty in the amount of **$110,560.00**, which is 25% of the cost of the Required Improvements. Said warranty shall be in force for one year following the final acceptance of any required improvements and shall guarantee satisfactory performance of said improvement. The warranty must be in the form of a Letter of Credit in a form acceptable to the **CITY'S** Finance Director or a cash escrow.

13. Street Cleaning and Clean Up. The **PERMITTEE** shall clear any soil, earth, or debris from the streets. From time to time, the **CITY** may remove accumulations of soil, earth, and debris from the streets resulting from the construction of the Required Improvements. It shall be the **PERMITTEE'S** responsibility to pay the costs associated with this necessary street cleaning. Invoices from the **CITY** to the **PERMITTEE** for such costs shall be paid within fifteen (15) days of the date of the invoice.

14. Payment of Development Fees. The **PERMITTEE** must pay to the **CITY** the fees described on Exhibit B which may include, but are not limited to, Park Land Dedication Fees, Trail Development Fees, Sanitary Sewer Connection (Trunk) Fees, Water Connection (Trunk) Fees, Sanitary Sewer Lateral Fees, Water Lateral Fees, Storm Management Fees, Street Light as well as Street Light Operation and Maintenance Fees.

15. Requirements for Building and Occupancy Permits.

    a. No building permit for any lot in the Plat shall be issued until the **PERMITTEE** has: (a) installed a Class 5 driving surface to within 300 feet of the structure; (b) provided the **CITY** Building Official with a Certificate of Survey; c.) the financial guaranty described in Section 6 to the **CITY**; d.) obtained all necessary permits from the Lower Rum River Watershed Management Organization and has provided a copy of such permit to the **CITY;** and

16. **PERMITTEE** Defaults. If the **PERMITTEE** defaults in the performance of one or more of the **PERMITTEE'S** obligations under this Contract, i) the **CITY** gives the **PERMITTEE** thirty (30) days written notice of the default and ii) the **PERMITTEE** fails to cure the default within said thirty (30), then the **CITY** may pursue any and all remedies available at law or in equity including, but not limited to, the following:

    a. The **CITY** may, at its option, perform or engage one or more third parties to perform the **PERMITTEE'S** obligations. If, in the reasonable judgment of the **CITY'S** staff, the **PERMITTEE'S** default creates an immediate risk to public health or safety, the **CITY** may perform or engage one or more third parties to perform the work before the **CITY** provides the notice described in the initial paragraph of this Section, but the **CITY** must use commercially reasonable efforts to notify the **PERMITTEE** as promptly as possible that the **CITY** is undertaking to perform the **PERMITTEE'S** obligation or obligations. If the **CITY** performs one or more obligations of the **PERMITTEE**, the **PERMITTEE** must reimburse the **CITY** for any costs or expenses the **CITY** incurs, including costs and expenses for **CITY** staff time, to perform the work within 30 days after the **CITY** notifies the **PERMITTEE**, in writing, of the costs and expenses the **CITY** incurred to perform the work. If the **PERMITTEE** does not reimburse the **CITY** within said 30 day period, the **CITY** may pursue any remedies available to the **CITY** either at law or in equity or, in the alternative, the **CITY** may draw on the financial guaranty the **PERMITTEE** has provided to the **CITY** pursuant to this Agreement to reimburse itself for the expenses the **CITY** incurs to perform the work. This Agreement is a license for the **CITY** to act, and it shall not be necessary for the **CITY** to seek a Court Order for permission to enter the **PERMITTEE** Property. As an alternative to seeking recovery from the **PERMITTEE** or the financial guaranty, the **CITY** may levy special assessments against the **PERMITTEE** Property in accordance with Minnesota Statutes Section 429, and the

PERMITTEE, for itself and its successors in title, hereby expressly waives any and all substantive and procedural objections or defenses the **PERMITTEE** may have to such special assessments;

b. The **CITY** may commence an action in Anoka County District Court to pursue any remedy available to the **CITY** at law or in equity including, but not limited to, injunctive relief;

c. The **CITY** may refuse to grant building permits for improvements to be constructed on any lots within the Plat until the **PERMITTEE** has cured all of its defaults; and

d. The **CITY** may draw upon all or any portion of the financial guaranty the **PERMITTEE** has provided to the **CITY** pursuant to Section 10 and (i) use all or any portion of the proceeds from the financial guaranty to reimburse the **CITY** pursuant to subsection (a) above; (ii) use all or any portion of the proceeds from the financial guaranty to satisfy any judgment the **CITY** obtains against the **PERMITTEE** pursuant to subsection (b) above; (iii) use all or any portion of the proceeds to reimburse the **CITY** pursuant to Section 19 (j) below; and (iv) hold all or any portion of the proceeds for a reasonable time for the future application as described in subsections (i), (ii) and (iii) of this Section 18(d).

17. Miscellaneous.

a. Invalidity of Any Section. If any portion, section, subsection, sentence, clause, paragraph or phrase of this Agreement is for any reason invalid, such decision shall not affect the validity of the remaining portion of this Agreement.

b. Written Amendments Only. The action or inaction of the **CITY** or the **PERMITTEE** shall not constitute a waiver or amendment to the provisions of this Agreement. To be binding, amendments or waivers shall be in writing, signed by the parties, and approved by a resolution of the **CITY** Council. The **CITY'S** or the **PERMITTEE'S** failure to promptly take legal action to enforce this Agreement shall not be a waiver or release.

c. Compliance with Laws and Regulations. The **PERMITTEE** represents to the **CITY** that the Plat complies with all **CITY**, County, metropolitan, State, and Federal laws and regulations, including but not limited to: subdivision ordinances, zoning ordinances and environmental regulations. If the **CITY** determines that the Plat does not comply, the **CITY** may, at its option, refuse to allow any construction or development work in the Plat until the **PERMITTEE** does comply. Upon the **CITY'S** demand **PERMITTEE** shall cease work until there is compliance.

d. Mailbox Locations. If the **PERMITTEE** desires to construct mailboxes within the public right of way, the **PERMITTEE** agrees that the placement of mailboxes along public streets is subject to the approval by the **CITY**. Utility locates will be necessary.

e. Boulevard and Wetland Restoration. The **PERMITTEE** shall be responsible for the cost of establishing seed in all boulevards within thirty (30) days of the completion of the street improvements, and restoring all other areas disturbed by the development grading operation in accordance with the approved Grading and Erosion Control plan. The **PERMITTEE** shall be responsible for the cost of cleaning any soil, earth, or debris from the wetlands within and adjacent to this Plat resulting from grading performed in the development of the Plat.

f. Construction, Hours and Entrance Signs. The **CITY** restricts construction and delivery hours to Monday through Saturday 7:00 a.m. to 10:00 p.m. The **PERMITTEE** is required to provide a sign at each entrance point stating delivery and construction operation hours. Said signs are not to exceed eighty (80) square feet in size and must be clearly visible at all times during the construction period.

g. Construction Site Maintenance. The **PERMITTEE** shall adhere to all of the **CITY** ordinances relating to, but not limited to, dumping of garbage, site development, construction debris, open burning, etc. The **CITY** reserves the right to withhold permits, inspections, or certificates of occupancy to correct violations relating to construction site maintenance.

h. Estimated Cost. It is understood and agreed that cost amounts set forth in this Agreement as to Required Private Improvements, unless qualified as fixed amounts, are estimated. The **PERMITTEE** agrees to pay the entire cost of said improvements including interest, engineering and legal fees related thereto.

i. Plat Approval Expenses. The **PERMITTEE** agrees that it will pay to **CITY** all **CITY** expenses incurred in the approval of the Plat, including, but not limited to, administration expenses, engineering and legal fees. Said expenses incurred after recording of the Final Plat shall also be paid within said fifteen (15) day billing period. Failure to pay the **CITY'S** expenses within the fifteen (15) day billing period will permit the **CITY** to draw upon any of the escrows required by this Agreement for payment.

j. Reimbursement to the **CITY**. The **PERMITTEE** agrees to reimburse the **CITY** for all costs incurred by the **CITY** in defense or enforcement of this Agreement, or any portion thereof, including court costs and reasonable engineering and attorney's fees.

k. Certificate of Occupancy. The term "Certificate of Occupancy" as used in this Agreement shall be defined as a document issued by the **CITY'S** Building Official, which authorizes the structure to be used for its intended purposes.

l. Notices. Required notices shall be in writing, and shall be either hand delivered to the Parties, its employees or agents, or mailed to them by certified or registered mail at the following address:

TO PERMITTEE:
Lazydays RV
Att: Harold Oehler, General Counsel
6130 Lazydays Boulevard
Seffner, FL 33584

TO THE CITY:
City of Ramsey
Attn: Community Development Director
7550 Sunwood Drive NW
Ramsey, MN 55303

[The remainder of this page is intentionally left blank.]

THE PERMITTEE:

Lazydays of Minneapolis, LLC

By: _____, Nicholas Tomashot

Its: Chief Financial Officer

Lazydays of Minneapolis, LLC

STATE OF FLORIDA)
)ss.
COUNTY OF _____)

The foregoing instrument was acknowledged before me this _____ day of November, 2018, by Nicholas Tomashot, Chief Financial Officer of Lazydays of Minneapolis, LLC, a Limited Liability Corporation under the laws of the State of Deleware.

_____
Notary Public

THE CITY:

CITY OF RAMSEY

By:_____
Its: Acting Mayor

By:_____
Its: City Administrator

STATE OF MINNESOTA)
)ss.
COUNTY OF ANOKA)

The forgoing instrument was acknowledged before me on this_____ day of_____ 2018, by John LeTourneau and Kurtis G. Ulrich, the Acting Mayor and the City Administrator of the City of Ramsey, a charter city and municipal corporation organized under the laws of the state of Minnesota on behalf of the City.

_____

Notary Public

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

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

EXHIBIT A

Legal Description of the Subject Property

Lots 1, 2 and 3, Block 1; and Outlot A; ALPACA ESTATES 4TH ADDITION, Except Parcel 22, Anoka County Highway Right of Way Plat No. 90.

EXHIBIT B

Fees Payable to the City

1. Park Dedication. The **PERMITTEE** is responsible for satisfying applicable Park Dedication requirements. **PERMITTEE** must pay a Park Dedication Fee of **$28,500.00**. The **PERMITTEE** acknowledges that these fees are estimates. The rate in effect when the Plat is recorded will be collected.

2. Trail Development Fees. The **PERMITTEE** is responsible for satisfying applicable Trail Development Fee requirements. **PERMITTEE** must pay a Trail Development Fee of **$6,840.00**. The **PERMITTEE** acknowledges that these fees are estimates. The rate in effect when the Plat is recorded will be collected.

3. Sanitary Sewer Connection (Trunk) Fees. The **PERMITTEE** is responsible for satisfying applicable Sanitary Sewer Trunk Fee requirements. **PERMITTEE** must pay a Sanitary Sewer Trunk Fee of **$19,813.00**. The **PERMITTEE** acknowledges that these fees are estimates. The rate in effect when the Plat is recorded will be collected.

4. Water Connection (Trunk) Fees. The **PERMITTEE** is responsible for satisfying applicable Water Trunk Fee requirements. **PERMITTEE** must pay a Water Trunk Fee of **$36,714.00**. The **PERMITTEE** acknowledges that these fees are estimates. The rate in effect when the Plat is recorded will be collected.

5. Sanitary Sewer Lateral Benefit Fees. The **PERMITTEE** is responsible for satisfying applicable Sanitary Sewer Lateral Benefit Fee requirements. PERMITTEE must pay a Sanitary Sewer Lateral Benefit Fee of $65,511.00, which represents 2/3 of the estimated cost of the sanitary sewer extension along Riverdale Drive. PERMITTEE agrees to pay 2/3 of the actual costs of this improvement constructed by the City

6. Water Lateral Fees. The **PERMITTEE** is constructing its own lateral service lines; therefore no water lateral benefit fee is due.

7. Stormwater Management Fee. The **PERMITTEE** is responsible for satisfying applicable Stormwater Trunk Fee requirements. **PERMITTEE** must pay a Stormwater Management Fee of **$26,870.00**. The **PERMITTEE** acknowledges that these fees are estimates. The rate in effect when the Plat is recorded will be collected.

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

RESOLUTION # 18-236

RESOLUTION GRANTING APPROVAL OF FINAL PLANS AND DEVELOPMENT AGREEMENT APPROVAL FOR LAZY DAYS RV LOCATED ON THE PROPERTY GENERALLY KNOWN AS 8930 HIGHWAY 10 NW AND OUTLOT "A" AND AUTHORIZING ADVERTISEMENT FOR BIDS.

WHEREAS, Lazydays of Minneapolis, LLC (dba Lazydays RV), hereafter referred to as "Developer", properly received Preliminary Plat, Final Plat, and Site Plan approval of the following described property located in the City of Ramsey:

Lots 1, 2 and 3, Block 1; and Outlot A; ALPACA ESTATES 4TH ADDITION, Except Parcel 22, Anoka County Highway Right of Way Plat No. 90.

(the "**Subject Property**")

WHEREAS, the City requires that the Developer enter into a Development Agreement with the City to ensure the timely installation of required improvements; and

WHEREAS, the Developer is the owner of fee title to the Subject Property; and

WHEREAS, the Developer desires to have certain public improvements constructed to serve the Subject Property; 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 approves of Final Plans and Development Agreement for the Subject Property with Lazydays RV and authorizes the Mayor and City Administrator to sign on behalf of the City.
2) That the Ramsey City Council hereby authorizes Staff to advertise for competitive bids for the water and sanitary sewer extensions related to the project.

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

and the following voted against the same:

and the following abstained:

and the following were absent:

whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this 13th day of November, 2018

_____
Acting 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: 11/13/2018

By: Diana Lund, Finance

Information

Title:

Introduce Ordinance #18-16: 2019 Schedule of Rates, Fees and Charges

Purpose/Background:

The city annually adopts a schedule of rates, fees and charges which outlines the fees that the city charges for such items as building construction, business licenses, utility rates, and planning and zoning.

A listing of the schedule of rates, fees and charges is attached. Changes are noted on the far right column of the schedule. The majority of the changes from 2018 to 2019 are reflective in Building Construction, Facility/Park Usage, Planning and Zoning related to Park Dedication Fees and in the Utility Rates section.

In the Building Construction section, staff is proposing a decrease in permit fees to reflect the cost savings of having incorporated online permitting. The staff time spent on data entry has significantly decreased since the implementation of ePermits. Additionally, our plan review timeframe has been reduced by approximately 50%, all while increasing the quality of review and project management. Finally, a few flat-rate permits have been reduced in an attempt to increase compliance. There are a number of permits that the City believes receive low compliance in obtaining permits including, but not limited to decks, fences, and sheds. The City is still able to capture necessary costs for administer permits as a whole, including a percentage of administration and overhead for the overall organization attributed to staffing a Building Inspection Division.

Under the Facility/Park Usage the fees are now outlined under the Facility Use and Rental Policy and have been removed from the regular schedule of rates, fees and charges for simplicity of use. The amended 2019 rates are to be presented at the Park and Rec Commission meeting of November 8, 2018. The proposed 2019 Municipal Center Conference Room Rentals and Park Facilities Rental Rates are attached..

Under the Planning and Zoning Section: Park Dedication Fees the fees for parks dedication and trails have been increased due to the demand for parks and trails as new development continues to occur. The City of Ramsey's current residential park dedication fee is $3,000 per unit whereas commercial/assisted living park dedication is $5,000 per acre and industrial $4,300 per acre. The 2019 proposal is a $50 increase for residential, $75 increase for industrial and $100 increase for commercial/assisted living facilities. Several park projects, are listed in a Parks Supplemental Section to the City's Capital Improvement Plan as there is not enough funding to support these projects at this time or foreseeable future. The proposed increases are to be presented at the Park and Rec Commission meeting of November 8, 2018.

The utility section has been updated to reflect the following increases: water usage rates at 2.0% per quarter and Connection Charges (both sewer and water) at 2.5% which are per the 2017 Comprehensive Sewer and Water Studies, water and sewer laterals at 3% increase for residential and commercial construction based on the construction cost index average since 2012, and an 8% increase in quarterly storm water utility rates, to establish funding for upcoming storm water projects in the next few years per the 2019-2028 Capital Improvement Plan

(CIP). All of the proposed utility rates are lower than the average 2018 metro rates for like utilities.

Notification:

The Schedule of Rates, Fees and Charges are adopted annually by ordinance. A public hearing on the ordinance is normally held in November to allow the thirty-day waiting period and have the rates become effective January 1, 2019.

Observations/Alternatives:

Options:
1. Accept the rates as proposed.

2. Hold all rates constant with 2018 rates.

3. Recommend changes that arise from input at public hearing.

Recommendation:

Staff's recommendation is to Introduce Ordinance #18-16: 2019 Schedule of Rates, Fees and Charges.

Action:

Introduce Ordinance #18-16: 2019 Schedule of Rates, Fees and Charges.

Attachments

Proposed 2019 Schedule of Rates, Fees & Charges
Proposed 2019 Municipal & Park Facility Rental Rates
Building Permit Valuation Fee Schedule
Ord 18-16 Rates & Fees

Form Review

Inbox	Reviewed By	Date
Tim Gladhill	Tim Gladhill	11/08/2018 08:35 AM
Kurt Ulrich	Kurt Ulrich	11/08/2018 09:15 AM
Form Started By: Diana Lund		Started On: 10/24/2018 10:20 AM
Final Approval Date: 11/08/2018		

SERVICE OR LICENSE	SPECIAL NOTES	2018 Adopted	2019 Proposed
Administrative Hearings/Citations/Abatements			
Abatement: Administration Fee		25% of cost of abatement or 750.00, whichever is less	
Administrative Citation: Violations of 10 - Animals		25.00	
Administrative Citation: Violations of 26 - Rental Property		75.00	
	2nd offense w/in 12months	250.00	
	3rd offense w/in 12 months	500.00	
Administrative Citation: Violations of 30 - Public Nuisance	1st offense after failure to abate within 14 days	75.00	
	2nd offense w/in 12months	250.00	
	3rd offense w/in 12 months	500.00	
Administrative Citation: Violations of 42 - Dump Garbage/Refuse		75.00	
	2nd offense w/in 12months	250.00	
	3rd offense w/in 12 months	500.00	
Administrative Citation: Violations of 54 - Prohibited Parking		25.00	
Administrative Citation: Violations of 54 - Recreational Vehicles		75.00	
	2nd offense w/in 12months	250.00	
	3rd offense w/in 12 months	500.00	
Administrative Citation: Violations of 54 - Time Zone Parking		25.00	
Administrative Citation: Violations of 105 - Construction		75.00	
	2nd offense w/in 12months	250.00	
	3rd offense w/in 12 months	500.00	
Administrative Citation: Violations of 105 - Exterior Completion		75.00	
	2nd offense w/in 12months	250.00	
	3rd offense w/in 12 months	500.00	
Administrative Citation: Violations of 105 - No Permit		75.00	
	2nd offense w/in 12months	250.00	
	3rd offense w/in 12 months	500.00	
Administrative Citation: Violations of 105 - Property Identification		75.00	
	2nd offense w/in 12months	250.00	
	3rd offense w/in 12 months	500.00	
Administrative Citation: Violations of 113 - Sewage		75.00	
	2nd offense w/in 12months	250.00	
	3rd offense w/in 12 months	500.00	
Administrative Citation: Violations of 117 - Off Street Parking		25.00	
Administrative Citation: Violations of 117 - Signs		75.00	
	2nd offense w/in 12months	250.00	
	3rd offense w/in 12 months	500.00	

SERVICE OR LICENSE	SPECIAL NOTES	2018 Adopted	2019 Proposed
Administrative Citation: Violations of 117 - Landscaping		75.00	
	2nd offense w/in 12months	250.00	
	3rd offense w/in 12 months	500.00	
Administrative Hearing: Filing Fee		250.00	
Alcoholic Beverages			
3.2 beer off-sale		100.00	
3.2 beer on Sale		200.00	
Change of Name-Liquor Establishment		50.00	
Liquor license investigation fee	Corporate	500.00	
	Partnership	500.00	
	Sole-Proprietor	500.00	
Liquor off-sale		380.00	
	Tiered Payment System:		
	License Reduced by:		
	$100-Meet State Statutes Conditions		
	$100-Purchase/Utility ID Technology		
Liquor on-sale		5,000.00	
Liquor on-sale Sunday		200.00	
Wine license investigation fee	Corporate	500.00	
	Partnership	500.00	
	Sole-Proprietor	500.00	
Wine on-sale		1,000.00	
2 a.m. closing (optional)		300.00	
Amusement & Commercial Recreation			
Temporary Amusement Center (Carnivals, Circus)		250.00	
Lawful gambling investigation fee - New applicant only	Limit $100.00	100.00	
Lawful gambling investigation fee - Single Events		50.00	
Fire Works Sales-Business selling only fireworks	Ordinance Adopted 6/11/02	350.00	
Fire Works Sales-Retail Sellers		100.00	
Parade Permit		100.00	
Special Events - Ex: Music festival, performing arts, parades, carnivals, 5K Runs	Including Clean Up Fees, Electrical Inspection Fees etc.	50.00 Application fee +License Fee to be	
	determined per event by CC + Staff Time @ 2.30*wage/hour		
All Other Misc. Permit/Licenses	50.00/Admin fee + Staff time @ 2.30/hr. if needed		
Building Construction			
Administrative Fee-Process Returned Bldg. Permits		25.00	
Basement Finish	Cover 3 trips	158.00	
Building permit		City of Ramsey Valuation Fee Schedule	

SERVICE OR LICENSE	SPECIAL NOTES	2018 Adopted	2019 Proposed
Electronic Plan Review-Application Fee	Building Permit only	20.00	
Electronic Plan Review-Application Fee	All Other Permits: Fire, Mechanical, Plumbing, Septic, Zoni	25.00	
Building plan check - Residential		65% of Bldg. Permit Fee	50% of Bldg. Permit Fee
Plan Review fee for Similar Plans		25% of Bldg. Permit Fee	
Plan Check Fee for Accessory Structures	Garages, Remodels, Additions, etc.	65% of Bldg. Permit Fee	50% of Bldg. Permit Fee
Plan Check Fee for changes, additions, or revisions to plans		53.00/hr./Minimum 1 hr. (Non-Refundable)	
Plan Check Fee for Commercial, Industrial & Apartments		52% of Bldg. Permit Fee (Non-Refundable)	50% of Bldg. Permit Fee
Plan Check Fee (Outside Contracted)	All administrative and Overhead Costs	Actual Costs (Non-Refundable)	
Air Conditioner Replacement		53.00	50.00
Air Conditioner & Furnace Replacement (Combination)		53.00	50.00
Deck Permit		105.00	50.00
Demo Permit		105.00	50.00
Driveway Escrow		2,000.00	
Water Heater Replacement		53.00	50.00
Electrical Permit Fee	Per Tokle Contract	Electrical Permit Fee Schedule	
Erosion Control Escrow - New Construction	Returned when complete - not part of building code	1,500.00	
Fence Permit	Over 7 feet in height	City of Ramsey Valuation Fee Schedule	
Fence Permit	Less than 7 feet in height	26.00	10.00
Fireplace Permit	Cover 2 trips	105.00	25.00
Furnace Replacement		53.00	50.00
Home Improvement Erosion Control Escrow		500.00	100 + Assessment Agreement
Inspections-After Hours/Weekend	1.5 times hourly rate	79.00/hr./minimum 2 hr.	80/hr (min 2 hours)
Investigation Fee	Work Started Without a Permit	Equal to Permit Fee	
Gas Line (Residential)		53.00	50.00
Landscape Escrow		5,000.00	
Lawn Irrigation-Residential	Cover 1 trip	53.00	25.00

SERVICE OR LICENSE	SPECIAL NOTES	2018 Adopted	2019 Proposed
Lawn Irrigation-Commercial (Multi)		62.00	50.00
Mechanical Permit-Residential	New Construction	155.00	150.00
	Remodel/Addition	105.00	100.00
Mechanical permit-Commercial	New Construction	1% of Job Value/Minimum 206.00	150.00
	Remodel/Addition	1% of Job Value/Minimum 103.00	75.00
Plan Check fee (65% of commercial mechanical permit)		65% of Comm Mech Permit fee (None-Refundable)	50% of Bldg. Permit Fee
Moving Structure Permit		105.00	50.00
Moving Structure Permit Site Inspection		105.00	50.00
Mobile Home Tie Down		53.00	50.00
Mobile Home Water Hookup	1.25 hours	66.00	50.00
Plumbing permit- Residential/Single Family	New Construction	206.00	100.00
	Remodel/Addition	105.00	100.00
Plumbing permit- Commercial	New Construction	1% of Job Value/Minimum 309.00	250.00
	Remodel/Addition	1% of Job Value/Minimum 155.00	100.00
Public Sidewalk Panels-Broken		Min $500.00/Max $1,500.00	
ReInspection Fees		53.00 per trip	80 per trip
Re-Roofing/Shingling Permit-Residential	Cover 2 trips	105.00	75.00
Re-Roofing/Shingling Permit-Commercial/Multi-Family		City of Ramsey Valuation Fee Schedule	
Re-Siding Permit	Cover 2 trips	105.00	75.00
Replacement Windows (Residential)	City Required pre-inspection	105.00	75.00
Septic system permit-residential		155.00	125.00
Septic system permit-commercial		258.00	250.00
Septic Tank Installation Permit-Residential		155.00	125.00
Service Availability Charge (SAC)	[current MCES rates]	2,485.00	
Septic Tank Pumping Permit		21.00	15.00
Sewer permit (Utility Connection)-Residential		77.00	25.00
Sewer permit (Utility Connection)-Commercial		2% of Job Value/Minimum 258.00	
Site Evaluation Fee		53.00	50.00
State Surcharge	Applies to all permit types	1.00	

SERVICE OR LICENSE	SPECIAL NOTES	2018 Adopted	2019 Proposed
	Per State of Minnesota Fee Schedule		
Swimming pool permit		129.00	100.00
Vacuum Breaker Verification for Irrigation System (RPZ)-Residential		53.00	50.00
Vacuum Breaker Verification for Irrigation System (RPZ)-Commercial	1.25 Hours	66.00	50.00
Water Availability Charge (WAC) - per address	Per 2012 & 2017 Comprehensive Water System Study	1,299.00	1,331.00
Water Softener Permit-Residential		53.00	50.00
Water permit (Utility Connection)-Residential		77.00	25.00
Water permit (Utility Connection)-Commercial		2% of Job Value/Minimum 258.00	
Business			
Administrative Fee - Process Returned Business Permits		25.00	
Business Registration Certificate (BRC)	Original Application	30.00	
Contractor License	All Contractors	50.00	
Garbage & refuse hauler		50.00	
License Late Fee		15% of license fee/month	
Massage Establishment		100.00/annual	
Massage Establishment Owner/Manager Background Check Fee		50.00	
Massage Therapist		50.00/annual	
Massage Therapist Background Check Fee		35.00	
Pawn broker/Precious Metals		4,000.00	
Transaction Fee-Pawnbroker enters		1.35/per transaction	
Transaction Fee-State Entered		2.10/per transaction	
Pawn broker investigation fee	in-state investigation	500.00	
	out-of-state investigation	1,500.00	
Residential Rental - Multifamily	3-Year License	400.00/building	
Residential Rental - Single Family/Townhome	3-Year License	25.00/unit	
Second Hand Dealer		2,000.00	
Second Hand Dealer investigation fee	in-state investigation	500.00	
	out-of-state investigation	1,500.00	
Transient merchant/peddler/solicitor		100 + 35 per person backgrounded	
City Financing			
Interest rate charge - non-bonded programs		US Treas. rate + 2 points	
[bonded projects will be dependent upon interest rates being paid]		Bond Int rate + 2 points	
Equipment Chargeback			
All Equipment Rental		Per FEMA Schedule + Staffing	
Public Works Maintenance Worker		2.30 x wage/hr.	
Portable Toilet		Actual Cost	

SERVICE OR LICENSE	SPECIAL NOTES	2018 Adopted	2019 Proposed
Facility Use			
Antenna Lease - City Owned Property [PCS towers]	Per Individual Agreement	Per Individual Agreement	
Concession stand/pavilion/shelter- per day/event- residents	Includes 7.125% sales tax	55.00	See Facility Use & Rental Policy
Concession stand pavilion/shelter- per day/event - non-res.	Includes 7.125% sales tax	65.00	See Facility Use & Rental Policy
Key deposit - per building		55.00	
Softball/baseball field maintenance - youth teams	Includes 7.125% sales tax	11.00/game	12.00/game
Football field maintenance - youth teams			
Large Fields	Includes 7.125% sales tax	46.00/week	47.00/week
~~Small Fields~~	~~Includes 7.125% sales tax~~	~~24.00/week~~	~~24.00/week~~
Soccer & Lacrosse field maintenance - youth teams			
Full Size (Large Field)	Includes 7.125% sales tax	36.00/week	37.00/week
1/2 Size (Medium Field)	Includes 7.125% sales tax	19.00/week	20.00/week
Small Field	Includes 7.125% sales tax	11.00/week	12.00/week
Field Layout Field-Soccer, Football, Lacrosse		100.00	300.00
Tennis court - non-residents	Includes 7.125% sales tax	17.00	20.00
Basketball court - non-residents	Includes 7.125% sales tax	17.00	20.00
~~Volleyball court - non-residents~~	~~Includes 7.125% sales tax~~	~~17.00~~	~~17.00~~
Horseshoe pit - non-residents	Includes 7.125% sales tax	17.00	20.00
Lighted ballfield Deposit Fee		100/individual	
		500/athletic organization	
Lighted ballfield - residents	Includes 7.125% sales tax	45.00/Per 3 hours and then 15.00/Each Additional hour	
Lighted ballfield - non-residents	Includes 7.125% sales tax	45.00/Per 3 hours and then 15.00/Each Additional hour + 25.00 for lights	60.00/Per 3 hours minimum and then 20.00/Each Additional hour + 25.00 for lights
Light - Used By ARAA		Actual Cost	
General Field Use - Residents (football, soccer, softball,baseball)		40.00/Per 3 hours and then 15.00/Each Additional hour	45.00/Per 3 hours minimum and then 15.00/Each Additional hour
General Field Use - Non-Residents (football, soccer, softball,baseball)		70.00/Per 3 hours and then 15.00/Each Additional hour	60.00/Per 3 hours minimum and then 20.00/Each Additional hour
Athletic Field Marking Paint - ARAA		Actual Cost	
Pact School Field Maintenance	5% Increase per year	579.00	600.00

SERVICE OR LICENSE	SPECIAL NOTES	2018 Adopted	2019 Proposed
Municipal Center per day/event - Refer to Facility Use and Rental Policy	See Ramsey Municipal Center Conference Room Rental & Park Facilities Rental Rates Schedule		See Ramsey Municipal Center Conference Room Rental & Park Facilities Rental Rates Schedule
Coffee for Meetings		5.00/pot	
~~Alexander Ramsey Room~~			
~~Standard Room Fees:~~			
~~For Profit Groups: Resident~~	~~For Profit Groups: Resident~~	~~105.00~~	
~~For-Profit Groups: Non-Resident~~	~~For-Profit Groups: Non-Resident~~	~~135.00~~	
~~General Public: Resident/Homeowner Associations~~	~~General Public: Resident/Homeowner Associations~~	~~60.00~~	
~~General Public: Non- Resident~~	~~General Public: Non- Resident~~	~~135.00~~	
~~Minimum Maintenance Fee of Municipal Center Rooms:~~			
~~Non-Profit~~	~~Non-Profit~~	~~5.00~~	
~~Business Networking Groups~~	~~Business Networking Groups~~	~~25.00~~	
~~Lake Itasca Room~~			
~~Standard Room Fees:~~			
~~For Profit Groups: Resident~~	~~For Profit Groups: Resident~~	~~65.00~~	
~~For-Profit Groups: Non-Resident~~	~~For-Profit Groups: Non-Resident~~	~~110.00~~	
~~General Public: Resident/Homeowner Associations~~	~~General Public: Resident/Homeowner Associations~~	~~40.00~~	
~~General Public: Non- Resident~~	~~General Public: Non- Resident~~	~~110.00~~	
~~Minimum Maintenance Fee:~~			
~~Non-Profit~~	~~Non-Profit~~	~~5.00~~	
~~Business Networking Groups~~	~~Business Networking Groups~~	~~20.00~~	
~~Trott Brook/Rum River/Mississippi Room/Council Chambers~~			
~~Standard Room Fees:~~			
~~For Profit Groups: Resident~~	~~For Profit Groups: Resident~~	~~35.00~~	
~~For-Profit Groups: Non-Resident~~	~~For-Profit Groups: Non-Resident~~	~~80.00~~	
~~General Public: Resident/Homeowner Associations~~	~~General Public: Resident/Homeowner Associations~~	~~20.00~~	
~~General Public: Non- Resident~~	~~General Public: Non- Resident~~	~~80.00~~	
~~Minimum Maintenance Fee:~~			
~~Non-Profit~~	~~Non-Profit~~	~~5.00~~	
~~Business Networking Groups~~	~~Business Networking Groups~~	~~15.00~~	
~~All Room Rentals: Additional Fees:~~			
~~After Hours/Weekend Hourly Rate~~	~~Non-Profit~~	~~61.00/Hr~~	
	~~For Profit Groups: Resident~~	~~61.00/Hr~~	
	~~For-Profit Groups: Non-Resident~~	~~61.00/Hr~~	
	~~Business Networking Groups~~	~~61.00/Hr~~	
	~~General Public: Resident/Homeowner Associations~~	~~61.00/Hr~~	

SERVICE OR LICENSE	SPECIAL NOTES	2018 Adopted	2019 Proposed
	~~General Public: Non- Resident~~	~~61.00/Hr~~	
~~Deposit (Every User/Every Room)~~	~~Non-Profit~~	~~100.00~~	
	~~For Profit Groups: Resident~~	~~100.00~~	
	~~For-Profit Groups: Non-Resident~~	~~100.00~~	
	~~Business Networking Groups~~	~~100.00~~	
	~~General Public: Resident/Homeowner Associations~~	~~100.00~~	
	~~General Public: Non- Resident~~	~~100.00~~	
~~Minimum Maintenance Fee of Park Buildings:~~			
~~Non-Profit~~	~~Non-Profit~~	~~5.00~~	
~~Business Networking Groups~~	~~All Other Groups~~	~~20.00~~	
Park Facilities - Refer to Facility Use and Rental Policy	See Ramsey Municipal Center Conference Room Rental & Park Facilities Rental Rates Schedule		See Ramsey Municipal Center Conference Room Rental & Park Facilities Rental Rates Schedule
~~Park Center Building per day/event - Residents/HOA~~	~~Includes 7.125% sales tax~~	~~95.00/Per 4 hours and then 20.00/Each Additional hour~~	
~~Park Center Building per day/event - Non-residents~~	~~Includes 7.125% sales tax~~	~~125.00/Per 4 hours and then 20.00/Each Additional hour~~	
~~Park Center Building per day/event For Profit Groups: Ramsey Business~~	~~Includes 7.125% sales tax~~	~~95.00/Per 4 hours and then 20.00/Each Additional hour~~	
~~Park Center Building per day/event For Profit Groups: Non-Ramsey Business~~	~~Includes 7.125% sales tax~~	~~125.00/Per 4 hours and then 20.00/Each Additional hour~~	
~~Minimum Maintenance Fee:~~			
~~Non-Profit~~	~~Non-Profit~~	~~5.00~~	
~~Business Networking Groups~~	~~Business Networking Groups~~	~~20.00~~	
~~Central Park Concessions day/event - Residents/HOA~~		~~55.00/Per 4 hours and then 20.00/Each Additional hour~~	
~~Central Park Concessions per day/event - Non-residents~~		~~75.00/Per 4 hours and then 20.00/Each Additional hour~~	
~~Central Park Concessions per day/event For Profit Groups: Ramsey Business~~		~~55.00/Per 4 hours and then 20.00/Each Additional hour~~	
~~Central Park Concessions per day/event For Profit Groups: Non-Ramsey Business~~		~~75.00/Per 4 hours and then 20.00/Each Additional hour~~	

SERVICE OR LICENSE	SPECIAL NOTES	2018 Adopted	2019 Proposed
~~Minimum Maintenance Fee:~~			
~~Non-Profit~~	~~Non-Profit~~	~~5.00~~	
~~Business Networking Groups~~	~~Business Networking Groups~~	~~20.00~~	
~~Central Park Warming House day/event - Residents/HOA~~		~~85.00~~	
~~Central Park Warming House per day/event - Non-residents~~		~~95.00~~	
~~Central Park Warming House per day/event -For Profit Groups: Ramsey Business~~		~~85.00~~	
~~Central Park Warming House per day/event -For Profit Groups: Non-Ramsey Business~~		~~95.00~~	
~~Minimum Maintenance Fee:~~			
~~Non-Profit~~	~~Non-Profit~~	~~5.00~~	
~~Business Networking Groups~~	~~Business Networking Groups~~	~~20.00~~	
~~Lions Pavillion - Resident/HOA~~		~~35.00/Per 4 hours and then 20.00/Each Additional hour~~	
~~Lions Pavillion - Non-Resident~~		~~55.00/Per 4 hours and then 20.00/Each Additional hour~~	
~~Lions Pavillion - For Profit Groups: Ramsey Business~~		~~35.00/Per 4 hours and then 20.00/Each Additional hour~~	
~~Lions Pavillion - For Profit Groups: Non-Ramsey Business~~		~~55.00/Per 4 hours and then 20.00/Each Additional hour~~	
~~Picnic Table Moving~~		~~65.00/Table~~	
~~Draw Park - Ramsey Amphitheater Rental:~~			
~~Residents/HOA~~	~~3-Hour Minimum~~	~~50.00~~	
~~Non-Resident~~	~~3-Hour Minimum~~	~~75.00~~	
~~For Profit Groupts: Ramsey Business~~	~~3-Hour Minimum~~	~~50.00~~	
~~For Profit Groups: Non-Ramsey Business~~	~~3-Hour Minimum~~	~~75.00~~	
~~Softball tournament damage deposit~~	~~Per Field~~	~~150.00~~	
~~Softball tourn. rental per field/per event~~		~~240.00~~	
~~Warming house per day/event - residents~~		~~85.00~~	
~~Warming house per day/event - non-res.~~		~~95.00~~	
~~Elmcrest Park Building~~			
~~Meeting Room - Resident/HOA~~		~~75.00/Per 4 hours and then 20.00/Each Additional hour~~	
~~Meeting Room - Non-Resident~~		~~95.00/Per 4 hours and then 20.00/Each Additional hour~~	

SERVICE OR LICENSE	SPECIAL NOTES	2018 Adopted	2019 Proposed
~~Meeting Room - For Profit Groups: Ramsey Business~~		~~75.00/Per 4 hours and then 20.00/Each Additional hour~~	
~~Meeting Room - For Profit Groups: Non-Ramsey Business~~		~~95.00/Per 4 hours and then 20.00/Each Additional hour~~	
~~Minimum Maintenance Fee:~~			
~~Non-Profit~~	~~Non-Profit~~	~~5.00~~	
~~Business Networking Groups~~	~~Business Networking Groups~~	~~20.00~~	
~~Meeting Room + Concessions- Resident/HOA~~		~~95.00/Per 4 hours and then 20.00/Each Additional hour~~	
~~Meeting Room + Concessions- Non-Resident~~		~~115.00/Per 4 hours and then 20.00/Each Additional hour~~	
~~Meeting Room + Concessions- For Profit Groups: Ramsey Business~~		~~95.00/Per 4 hours and then 20.00/Each Additional hour~~	
~~Meeting Room + Concessions- For Profit Groups: Non-Ramsey Business~~		~~115.00/Per 4 hours and then 20.00/Each Additional hour~~	
~~Minimum Maintenance Fee:~~			
~~Non-Profit~~	~~Non-Profit~~	~~5.00~~	
~~Business Networking Groups~~	~~Business Networking Groups~~	~~20.00~~	
~~Pavilion Rental - Resident/HOA~~		~~55.00/Per 4 hours and then 20.00/Each Additional hour~~	
~~Pavilion Rental - Non-Resident~~		~~75.00/Per 4 hours and then 20.00/Each Additional hour~~	
~~Pavilion Rental - For Profit Groups: Ramsey Business~~		~~55.00/Per 4 hours and then 20.00/Each Additional hour~~	
~~Pavilion Rental - For Profit Groups: Non-Ramsey Business~~		~~45.00~~	
~~Minimum Maintenance Fee:~~			
~~Non-Profit~~	~~Non-Profit~~	~~5.00~~	
~~Business Networking Groups~~	~~Business Networking Groups~~	~~20.00~~	
~~Meeting Room + Pavilion + Concessions Rental - Resident/HOA~~		~~125.00/Per 4 hours and then 20.00/Each Additional hour~~	
~~Meeting Room + Pavilion + Concessions Rental - Non-Resident~~		~~155.00/Per 4 hours and then 20.00/Each Additional hour~~	
~~Meeting Room +Pavilion + Concessions Rental - For Profit Groups: Ramsey Business~~		~~125.00/Per 4 hours and then 20.00/Each Additional hour~~	
~~Meeting Room + Pavilion + Concessions Rental - For Profit Groups: Non-Ramsey Business~~		~~155.00/Per 4 hours and then 20.00/Each Additional hour~~	
~~Minimum Maintenance Fee:~~			

SERVICE OR LICENSE	SPECIAL NOTES	2018 Adopted	2019 Proposed
~~Non-Profit~~	~~Non-Profit~~	~~5.00~~	
~~Business Networking Groups~~	~~Business Networking Groups~~	~~20.00~~	
~~Ramsey Elementary Warming House~~			
~~Warmsing House - Resident/HOA~~		~~85.00~~	
~~Warming House- Non-Resident~~		~~95.00~~	
~~Warming House - For Profit Groups: Ramsey Business~~		~~85.00~~	
~~Warming House - For Profit Groups: Non-Ramsey Business~~		~~95.00~~	
~~Minimum Maintenance Fee:~~			
~~Non-Profit~~	~~Non-Profit~~	~~5.00~~	
~~Business Networking Groups~~	~~Business Networking Groups~~	~~20.00~~	
~~Deposit (Every User/Every Room)~~	~~Non-Profit~~	~~100.00~~	
	~~For Profit Groups: Resident~~	~~100.00~~	
	~~Non-Profit Groups: Non-Resident~~	~~100.00~~	
	~~Business Networking Groups~~	~~100.00~~	
	~~General Public: Resident/Homeowner Associations~~	~~100.00~~	
	~~General Public: Non- Resident~~	~~100.00~~	
Miscellaneous			
Cemetery Plot (Trott Brook Cemetery)		900.00	
Cemetery Plot Perpetual Care		400.00	
Comp Plan CD		10.00	
City Information-CD Format		10.00/disc	
Kennel License (Administrative)	4th Dog on Property	30.00	
Maps - City (28X 24)		5.00	
Maps - Zoning (28 X 34)		15.00	
Maps - Zoning/Address (34 X 44)		25.00	
Maps-Zoning or Comp Plan (11 X 17)		6.00	
Maps - Plat		10.00	
Maps - Topo aerials per half section		20.00	
Maps- Parks & Trails 11 X 17)		6.00	
Maps - Parks & Trails (36 X 24)		15.00	
Maps-Large Ward/Precinct	With Addresses	25.00	
Notary Fee	State Statute	3.00	
Photo copies - one-sided/duplexed	Up to 100 pages; over 100 pages plus staff time	0.25	
Political office filing fee	State Statute	5.00	

SERVICE OR LICENSE	SPECIAL NOTES	2018 Adopted	2019 Proposed
Public hearing publications		At City Cost	
Returned check		35.00	
Reissued Check Fee		15.00	
Special assessment search		30.00	
Planning and Zoning			
Comp Plan Amendment Application		200.00	
Comp Plan Escrow		700.00	
Conditional use escrow minimum		800.00	
Conditional use permit application		200.00	
Conditional use escrow min-environ sens		2,000.00	
Conditional use permit app.-environ sens		200.00	
Conditional use permit annual inspection		75.00	
Dock permit		25.00	
Environmental Permit		200.00	
Environmental Escrow		400.00	
Grading Permit		200.00	
Industrial Revenue Bond - application		200.00	
Industrial Revenue Bond - escrow		1,000.00	
Interim Use Permit Escrow - Minimum		600.00	
Interim Use Permit Application		200.00	
Interim Use Annual Inspection Fee		75.00	
Park Dedication - Cash Contribution: Residential Unit	Including Townhomes & Apartment Units	3,000.00/dwelling unit	
Park Dedication - Cash Contribution: Residential Unit	Exceed 12+ units per acre	7.5% Discount/$2,775.00	
Park Dedication - Cash Contribution: Residential Unit	Exceed 20+ units per acre	15% Discount/$2,550.00	
Park Dedication - Cash Contribution: Commercial/Assisted Living Facilities		5,000.00/acre	
Park Dedication - Cash Contribution: Industrial		4,300.00/acre	
Park Dedication - Land Contribution: Residential	0 - 3.0 dwelling units per acre	10% of land	
	3.1 - 5.0 dwelling units per acre	15% of land	
	5.1 + dwelling units per acre	Add .5% for each over 5	
Park Dedication - Land Contribution: Commercial/Industrial/Assisted Living Facilities		5% gross land area	
Park Dedication - Land Contribution: Planned Unit Developments	(public open space/rec. uses-not including wetlands)	10% gross land area	
		2,800.00/dwelling unit	
Sidewalk Panel Replacement Escrow		1500.00	
Trail Development Fee - Cash Contribution: Residential Unit		1,000.00/dwelling unit	
Trail Development Fee - Commercial/Industrial/Assisted Living Facilities		1,300.00/acre	
Approval/Recording of Deeds:			
Abstract Property		County Fee+10.00/staff Time	

SERVICE OR LICENSE	SPECIAL NOTES	2018 Adopted	2019 Proposed
Torrens Property		County Fee+10.00/staff Time	
Rezoning application		200.00	
Rezoning escrow		400.00	
Sign permit application - permanent		25.00	
Sign permit - permanent		75.00	
Sign permit - temporary		25.00	
Site plan review application		200.00	
Site plan review escrow		800.00	
Special Council, HRA or Commission meeting fee		350.00	
Temporary Structure escrow		500.00	
TIF/Conduit Debt Application Fee		4,000.00/+legal fee deposit	
Vacation of easement application		200.00	
Vacation of easement escrow		300.00	
Variance application		200.00	
Variance escrow		400.00	
Zoning Permit		25.00	
Platting or Subdividing			
Address Charge		175.00	
Administrative (interior lot lines) escrow		225.00	
Administrative (interior lot lines) app.		200.00	
Major Subdivision escrow		1,500.00	
Major Subdivision application		300.00	
Minor subdivision escrow		900.00	
Minor subdivision application		200.00	
Registered land survey escrow		300.00	
Registered land survey application		200.00	
Professional Services			
Administrative Fee (Project Related Activity-Staff admin)	Consultants hired for project: Ex: Hakanson Anderson	3% of contractor bill	
Attorney - municipal		At City cost	
Attorney - non-municipal		At City cost	
City Staff Services		2.30 x wage/hr.	
Police Officer		85.00/hr	89.00/hr
Other professional /staff services		2.30 X wage/hr.	
Public Safety			
Alarms: False (3rd offense)	In a Calendar Year	75.00	
Alarms: False (4th offense)	In a Calendar Year	150.00	
Alarms: False (5th offense)	In a Calendar Year	225.00	

SERVICE OR LICENSE	SPECIAL NOTES	2018 Adopted	2019 Proposed
Alarms: False (6th offense)	In a Calendar Year	300.00	
ATV/Golf Cart Permit		10.00	
Car Seat Check -Non-Resident only		25.00	
Clandenstine Drug Labs Remediation	Recovery of Public Costs	125% of Recovery Costs (Recovery Cost + 25% admin Fee)	
Copies: Audio/Video CD/DVD		20.00	
Copies: Incident/Investigative Reports	Per statute Ch163 sec 8 adopted 8/1/05	.25/page	
Copies: Statistical Summary Reports		5.00	
Dangerous Dog License		500.00	
Dog Impoundment fee		125.00+board	
Dog Impoundment fee - If Non Licensed		145.00 +board	
Dog Impoundment fee (2nd offense)	w/in 12 months (+50.00 each addtl w/in 12 mo)	175.00 +board	
Dog license - duplicate		5.00	
Dog license - male/female - 3 yr. license		20	
Dog license - male/female neutered/spayed - 3 yr. license		10	
Fire Prevention:			
Fire Suppression Fees:			
Permit		Valuation based/1997 UBC Fee Table 1-A	
		Minimum of 23.50	
Plan Review		65% of permit fee	
		5.00 Minimum State Surcharge	
Fire Alarm Fees:			
Permit		Valuation based/1997 UBC Fee Table 1-A	
		Minimum of 23.50	
Plan Review		65% of permit fee	
		5.00 Minimum State Surcharge	
Temporary Assembly/Tent Permit(Greater than 100 sq. ft.)		50.00/per tent	
Aboveground Tank Storage		100.00/per tank	
Underground Tank Storage		100.00/per tank	
Fuel Tank Storage Removal		100.00/per tank	
Daycare Inspection Fee		50.00	
Permit Re-Inspection Fee		50.00	
Fireworks/Pyrotechnic Display Permit		200.00	
Fireworks -Retail Sale Permit - Retailer only selling fireworks		350.00	
Fireworks-Retail Sale Permit-All other retailers		100.00	

SERVICE OR LICENSE	SPECIAL NOTES	2018 Adopted	2019 Proposed
Double Permit Fee		2 x normal permit fee	
Lock Box Fee:			
Surface Mount		Per Vendor Pricing	
Recessed Box		Per Vendor Pricing	
All Others		Actual cost + 10% Admin fee	
Fire Code Re-Inspection Fee		140.00	
Gas Line Hit By Contractors	Effective 4-1-10	300.00	
Open Burn Permits:			
Open burn permit application	Residential	25.00	
Open burn permit fire suppression escrow		500.00	
Open burn permit fire suppression services		300.00/hr. - min 300.00	
Illegal Burning	Effective 4-1-10	200.00	
Subsequent Site Evaluations		45.00/visit	
Fire Service Fee:			
Disaster Assistance		300.00/hr. per truck	
Ordinance Violations		300.00/hr.	
Victim Service Fee		300.00/hr. per truck	
Hunting Permit (Bow) per person		5.00	
Hunting Permit (Shotgun) per person		5.00	
Hunting Permit (Target Shooting) per person		5.00	
Letter of Good Standing		10.00	
Photo CD		20.00/cd	
Photo Electronical Transfers		10.00/transmission	
Photo Reprints		5.00 min chg + 1.00/print	
Vehicle Lockout		20.00	
Vehicle Storage		10.00/day	
Reimbursements			
Mileage/personal vehicle (IRS allowable rate)	Always follow IRS adopted rate	.54/mile	
Right-of-Way			
Permit Fee - Boring/Open Trench		95.00+15.00/Driveway, 20.00/Road Closing	
		+ $10,000 Bond per mile	
Boulevard Tree Replacement		700.00/Tree	
Permit Fee - Overhead		95.00\+.05/linear foot	
Street and Traffic Charges			
Developer contribution:			
street and/or traffic signs		Developer Installed	

SERVICE OR LICENSE	SPECIAL NOTES	2018 Adopted	2019 Proposed
Bituminous Paving/Patching		25.00/sq yard	
Culverts		Price + Tax	
Road Improvement Assessment	Per Special Assessment Policy	Per Policy	
Street Sweeping: Equipment Only:	Per FEMA Schedule of Equipment Rates	74.00/Hr	
Traffic Sign Replacement		200.00	
Tobacco			
Cigarette Sales (vending and over-the counter)		250.00	
Cigarette Sales with age verification technology		150.00	
E-Cigarette Sales		250.00	
E-Cigarette Sales with age verification technology		150.00	
UTILITY RATES			
Assessment Charge for Unpaid Items Assessed	Administration fee	30.00/account	
Interest Rate on Unpaid Items Assessed		5.50%	
Penalty/late payment	Past due on current billing	10%	
Recycling Rates			
Residential Curb-side Program fee/qtr	Per Ace Contract	8.85/qtr	
Sewer Rates			
Residential/Single dwelling usage fee/qtr	Per 2016 Comprehensive Sewer Study	72.23	74.4
Multi-family(apt) & commercial usage fee/qtr		72.23+3.13/1000 gal.	74.40+3.13/1000 gal.
		in excess of 20,000 gal.	
Connection charge/res. equivalent	Per 2012 & 2017 Comprehensive Sewer System Study	1,183.00	1,213
Connection charge/acre comm./ind.	Per 2012 & 2017 Comprehensive Sewer System Study	3,563.00	3,652
Lateral Benefit Charges: Residential	Increased by construction cost index-Avg 3% since 2012	4,683.00	4,823
Lateral Benefit Charges: Commercial	Increased by construction cost index-Avg 3% since 2012	7,710.00	7,941
Street Lights			
Developer contribution:			
installation of Cobra street light		Per Connexus Energy Fee Schedule	
traditionaire subdivision street light (w/100 ft of wire)		Developer Installed	
New ROW COR Lights		Per Connexus Energy Fee Schedule	
street light O & M 3 year @ $98/year		294/light	
Residential billing:			
urban subdivision street light rate per lot (>7/92)		9.01/qtr	
rural subdivision street light rate per lot		14.85/qtr	
priority street light rate per residential/apartment/ lot		1.37/qtr	
Storm Water Management Rates			
Residential		14.77/qtr	15.95/qtr
Commercial		59.12/REU/qtr	63.80/REU/qtr

SERVICE OR LICENSE	SPECIAL NOTES	2018 Adopted	2019 Proposed
Trunk charge/res. equivalent	Increased by construction cost index-Avg 3% since 2012	487.00	
Trunk charge/acre comm./ind.	Increased by construction cost index-Avg 3% since 2012	4,855.00	

SERVICE OR LICENSE	SPECIAL NOTES	2018 Adopted	2019 Proposed
Water Rates			
Minimum usage fee/qtr	Per 2012 & 2017 Comprehensive Water System Study	39.32	40.20
Quarterly Rate Structure			
	Conservation Rates	$39.32 Minimum	40.20 minimum
		$2.71 per 1,000 for 15,001-25,000	$2.76 per 1,000 for 15,001-25,000
		$2.79 per 1,000 for 25,001-40,000	$2.85 per 1,000 for 25,001-40,000
		$2.98 per 1,000 for 40,001-60,000	$3.04 per 1,000 for 40,001-60,000
		$3.20 per 1,000 for 60,001-99,000	$3.26 per 1,000 for 60,001-99,000
		$3.54 per 1,000 for 99,001-201,000	$3.61 per 1,000 for 99,001-201,000
		$4.23 per 1,000 for 201,001 and above	$4.31 per 1,000 for 201,001 and above
Odd/Even Sprinkling Violations:	Effective day after Memorial Day thru Day after Labor Day		
	No Sprinkling between 10 am-8:00 pm		
First Violation		Written Warning & Registered Letter	
Second Violation		50.00	
Third Violation		100.00	
Fourth Violation		Water Service turned off	
Meter Replacement Admin Fee for Non-Compliance		75.00/qtr	
Installation of meter w/remote (Res & Commercial)		140.00	
5/8" Meter - Radio Read System		275.00	
1" Meter - Radio Read System		439.00	
1 1/2" Meter - Radio Read System		839.00	
2" Meter - Readio Read System (Irrigation Only)		1,039.00	
2" Compound Domestic Meter - Radio Read System		2,286.00	
3" Compound Domestic Meter - Radio Read System		3,004.00	
4" Compound Domestic Meter - Radio Read System		3,818.00	
~~Replacement Meter Horn~~		~~45.00~~	
Other than Meters Noted Above		Cost plus 5%	
Water shut off at Curbstop		100.00	
Water shut off at Curbstop	Winter Period of November 1 - April 1	150.00	
Townhouse Irrigation Meter Winterization		150.00	
Broken Hydrant Replacement - Summer		500.00	

SERVICE OR LICENSE	SPECIAL NOTES	2018 Adopted	2019 Proposed
Broken Hydrant Replacement - Winter		750.00	
Connection charge/res. equivalent	Per 2012 & 2017 Comprehensive Water System Study	1,763.00	1,807.00
Connection charge/res. Within Reimbursement Area	PER $6M Agreement with 21st Century Bank		
Connection charge/acre comm./ind.	Per 2012 & 2017 Comprehensive Water System Study	6,602.00	6,601.00
Lateral Benefit Charges: Residential	Increased by construction cost index-Avg 3% since 2012	5,982.00	6,161.00
Lateral Benefit Charges: Commercial	Increased by construction cost index-Avg 3% since 2012	6,692.00	6,893.00

2018 RAMSEY MUNICIPAL CENTER CONFERENCE ROOM RENTAL RATES (dollars)

	Youth Organization Non-Profit (501c3)	For-Profit		Business Networking Groups	Homeowners Association	General Public	
		~~Ramsey Business~~	~~Non-Ramsey Business~~			Resident/ ~~HOA~~	Non-Resident
STANDARD ROOM FEES							
Alexander Ramsey Room	~~5~~ 10	~~105~~	~~135~~	~~25~~ 30	60	~~60~~ 80	~~135~~ 120
Lake Itasca Room	~~5~~ 10	~~65~~	~~110~~	~~20~~ 30	60	~~40~~ 80	~~110~~ 120
Trott Brook, Rum River, Miss.	~~5~~ 10	~~35~~	~~80~~	~~15~~ 20	20	~~20~~ 40	~~80~~ 80
ADDITIONAL FEES							
After Hours/Weekend Hourly Rate	~~61~~ 65	~~61~~	~~61~~	~~61~~ 65	~~61~~ 65	~~61~~ 65	~~61~~ 65
Coffee Service (per pot)	5	~~5~~	~~5~~	5	5	5	5
Damage Deposit (every user,	100	~~100~~	~~100~~	100	100	100	100

2018 RAMSEY PARK FACILTIES RENTAL RATES (dollars)

	Youth Organization Non-Profit (501c3)	For-Profit		Business Networking Groups	Homeowners Association	General Public	
		~~Ramsey Business~~	~~Non-Ramsey Business~~			Resident/ ~~HOA~~	Non-Resident
Park Center Building	~~5~~ 10	~~95~~	~~125~~	20	95	~~95~~ 24 hr	~~125~~ 31 hr
Park Center Pavilion	-			20		-	-
Lions Pavilion	~~5~~ 10	~~35~~	~~55~~	20	35	~~35~~ 9 hr	~~55~~ 14 hr
Concessions (requires rental of Pavilion)	~~5~~ 10	~~55~~	~~75~~	20	55	~~55~~ 14 hr	~~75~~ 19 hr
	~~5~~ 10						
Warming House		~~85~~	~~95~~	20	85	~~85~~ 21 hr	~~95~~ 24 hr
**~~Rates listed are for up to 4 hours of rental. Each additional hour will be charged at $20 per hour.~~							
ELMCREST COMMUNITY PARK BUILDING FEES							
Meeting Room	~~5~~ 10	~~75~~	~~95~~	20	75	~~75~~ 19hr	~~95~~ 24hr
Meeting Room + Concessions	~~5~~ 20	~~95~~	~~115~~	20	95	~~95~~ 24hr	~~115~~ 29hr
Pavilion	~~5~~ 10	~~55~~	~~75~~	20	55	~~55~~ 14hr	~~75~~ 19hr
Room + Concessions +Pavilion	~~5~~ 30	~~125~~	~~155~~	~~20~~30	125	~~125~~ 31hr	~~155~~ 39hr
**~~Rates listed are for up to 4 hours of rental. Each additional hour will be charged at $20 per hour.~~							
THE DRAW PARK FEES							
Amphitheater (3 hr. min)	10	~~50~~	~~75~~	20	50	50hr	75hr
RAMSEY ELEMENTARY WARMING HOUSE FEES							
Ramsey Elementary Warming House	~~5~~ 10	~~85~~	~~95~~	20	85	~~85~~ 21hr	~~95~~ 24hr
ADDITIONAL FEES							
Picnic Table Moving (per table)	65	~~65~~	~~65~~	65	65	65	65
Key Deposit	55	~~55~~	~~55~~	55	55	55	55
Damage Deposit	100	~~100~~	~~100~~	100	100	100	100

City of Ramsey
2018 Building Permit Valuation Fee Schedule

Valuation Range	Base Fee	Additional Amount	Basis (for each additional basis point)
$1.00 to $500.00	$26.00	$0.00	
$500.00 to $2,000.00	$26.00	$4.00	$100
$2,001.00 to $25,000.00	$75.00	$15.00	$1,000
$25,001.00 to $50,000.00	$420.00	$11.00	$1,000
$50,001.00 to $100,000.00	$690.00	$9.00	$1,000
$100,001.00 to $500,000.00	$1,080.00	$7.00	$1,000
$500,001.00 to $1,000,000.00	$3,500.00	$6.00	$1,000
$1,000,001.00 and above	$6,000.00	$5.00	$1,000

City of Ramsey
2016 Valuation Spreadsheet

Group Code	Description	I-A	I-B	II-A	II-B	III-A	III-B	IV	V-A	V-B
A-1	Assembly, theaters with stage	196.93	187.53	182.07	173.38	160.55	153.62	166.26	147.13	141.45
A-1	Assembly, theaters without stage	180.36	170.15	165.19	157.31	144.33	143.44	149.40	131.05	124.82
A-2	Assembly, nightclubs	138.69	134.63	130.73	126.91	122.02	114.04	118.78	105.11	101.06
A-2	Assembly, restaurants, bars, banquet halls	131.57	127.83	122.90	120.50	111.57	111.34	115.99	101.74	99.76
A-3	Assembly, churches	149.54	139.75	133.09	125.56	112.09	111.68	118.80	99.00	94.28
A-3	Assembly, general, community hall, library, museums	120.25	113.43	110.13	104.88	96.21	95.25	99.21	87.02	82.88
A-4	Assembly, arenas	144.87	140.66	135.23	131.29	121.55	121.25	126.30	109.83	106.62
B	Business	140.81	135.39	130.17	125.16	119.20	118.54	127.45	105.33	101.27
E	Educational	123.15	118.41	114.96	109.48	100.44	97.52	103.73	87.90	84.51
F-1	Factory and industrial, moderate hazard	77.33	73.65	68.83	66.18	57.05	57.62	62.62	47.79	45.09
F-2	Factory and industrial, low hazard	74.07	70.54	67.18	63.97	56.14	56.12	60.98	47.28	43.76
H-1	High hazard, explosives	70.75	66.73	62.95	59.38	51.62	51.61	56.10	43.15	N/P
H-2,3,&4	High hazard	70.75	66.73	62.95	59.38	51.62	51.61	56.10	43.15	39.58
H-5	HPM	139.62	134.25	129.08	122.94	109.76	109.10	117.31	96.94	93.20
I-1	Institutional, supervised environment	152.87	146.99	142.71	135.91	124.66	124.60	131.16	114.04	108.61
I-2	Institutional, hospitals	196.80	191.08	187.33	181.85	169.96	N/P	177.04	150.03	N/P
I-2	Institutional, nursing homes	178.26	171.58	166.72	159.01	145.33	N/P	152.34	131.02	N/P
I-3	Institutional, restrained	173.71	167.04	162.16	154.44	141.69	138.90	147.77	127.37	120.17
I-4	Institutional, day care facilities	152.87	146.99	142.71	135.90	124.66	124.60	131.16	114.04	108.61
M	Mercantile	85.39	82.09	78.19	74.46	67.07	66.39	69.89	57.75	55.54
R-1	Residential, hotels	121.33	116.57	113.16	107.77	98.86	98.81	104.00	90.42	86.95
R-2	Residential, multiple family (IRC-3)	129.38	123.23	118.48	111.78	100.69	100.62	107.05	89.93	84.84
R-3	Residential, one and two family (IRC-1 & IRC-2)	123.02	119.43	115.95	112.56	107.20	106.13	109.41	100.37	92.94
R-4	Residential, care/assisted facilities	120.19	115.56	112.20	106.84	98.01	97.93	103.09	89.65	85.38
S-1	Storage, moderate hazard	57.67	54.40	50.84	48.87	41.78	42.61	46.32	34.56	32.60
S-2	Storage, low hazard	65.54	61.83	58.33	55.02	47.84	47.83	52.55	40.11	36.79
U	Utility, miscellaneous (IRC-4)	70.32	66.33	62.00	58.47	40.40	50.40	54.78	41.19	39.23

N/P = Not Possible

Notes:
a. Private garages, use Utility, miscellaneous
b. Unfinished basements (all use group) = 16.50/s.f.
c. For shell only buildings, deduct 20 percent
d. Building Official may consider Applicant submitted valuation if supported by executed contract with line item quantities and unit costs.

ORDINANCE #18-16
CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA

AN ORDINANCE ESTABLISHING PERMIT FEES, SERVICE CHARGES, AND VARIOUS OTHER FEES TO BE COLLECTED BY THE CITY OF RAMSEY.

The City of Ramsey ordains:

SECTION 1. AUTHORITY

This ordinance is adopted pursuant to and under the authority of the Charter of the City of Ramsey.

SECTION 2. PURPOSE

Per S701.10 (Fees) the purpose of this Ordinance is to establish the Permit Fees, service Charges, and Other Fees that will be collected by the City in year 2019. This is known as the Schedule of Rates, Fees and Charges.

SECTION 3. SCHEDULE

The attached permit fees and service charges are hereby established for the year 2019.

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 November, 2018.

_____
Mayor

ATTEST:

_____
City Clerk

Introduction date: November 13, 2018
Posting dates:
Adoption date:
Publication date:
Effective date: January 7, 2019

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

CC Regular Session **7. 3.**

Meeting Date: 11/13/2018

By: Tim Gladhill, Community Development

Information

Title:

Receive Update Regarding the 2020 US Census

Purpose/Background:

The purpose of this case is to receive an update regarding the 2020 US Census. Staff has been approached by staff from the US Census on ways the City can help obtain a complete count. Census data is utililized to determine Congressional boundaries and number of representatives in each State in the US House of Representatives. Additionally, Census Data is utilized to distribute an estimate $675 Billion in Federal Funds.

A more detailed document is attached for reference.

Recommendation:

This case is for informational purposes only. Staff recommends utilizing existing resources (Council, Commission, Staff) to aide in Complete Count efforts, rather than establishing a separate Complete Count Committee. It appears that many communities are taking this approach.

Action:

This case is for informational purposes only.

Attachments

Complete Count Guide

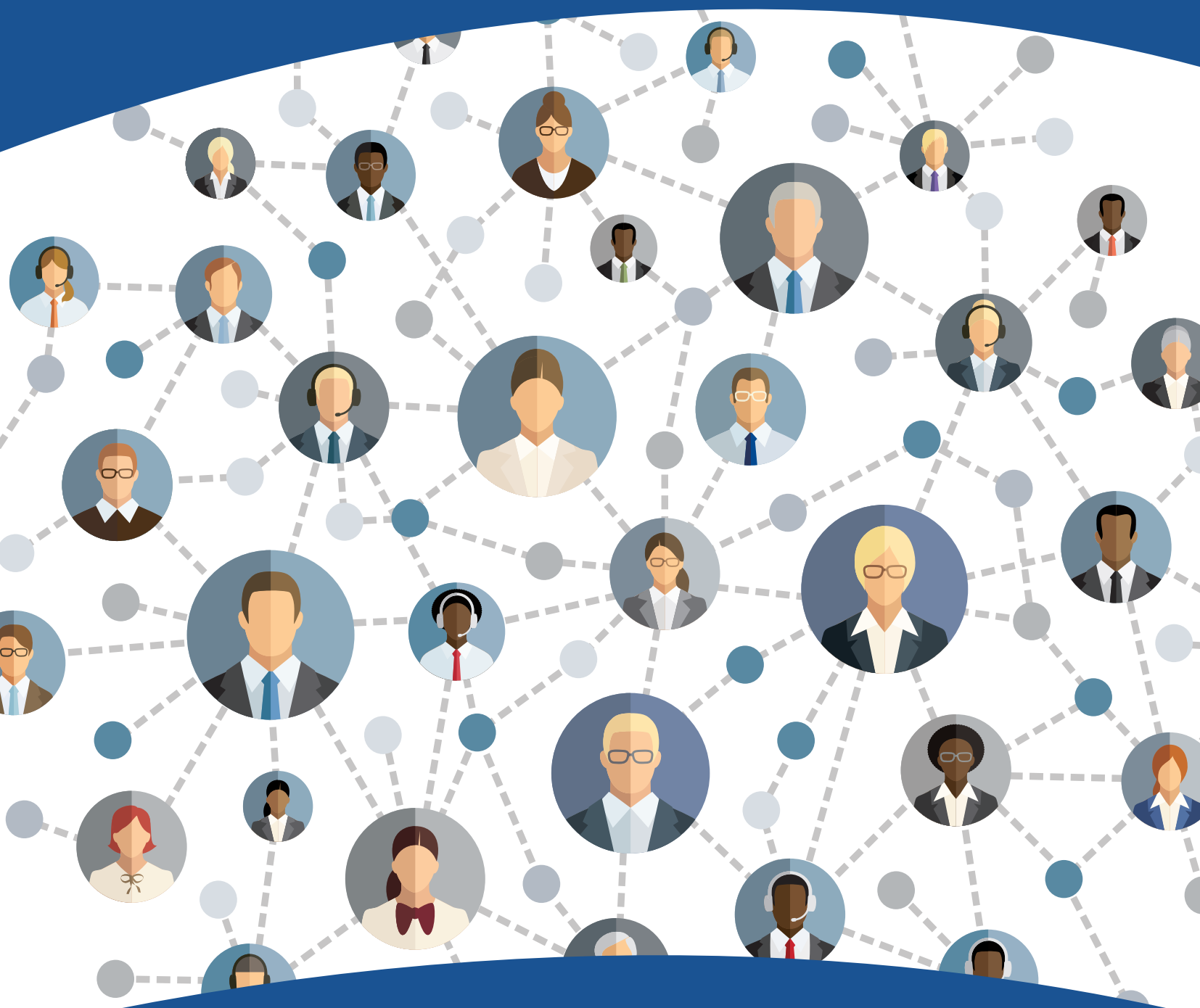
Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	11/08/2018 03:33 PM
Form Started By: Tim Gladhill		Started On: 11/08/2018 01:33 PM
Final Approval Date: 11/08/2018		

2020 Census Complete Count Committee

Guide

D-1280(RV)



United States® Census Bureau

United States™ Census 2020

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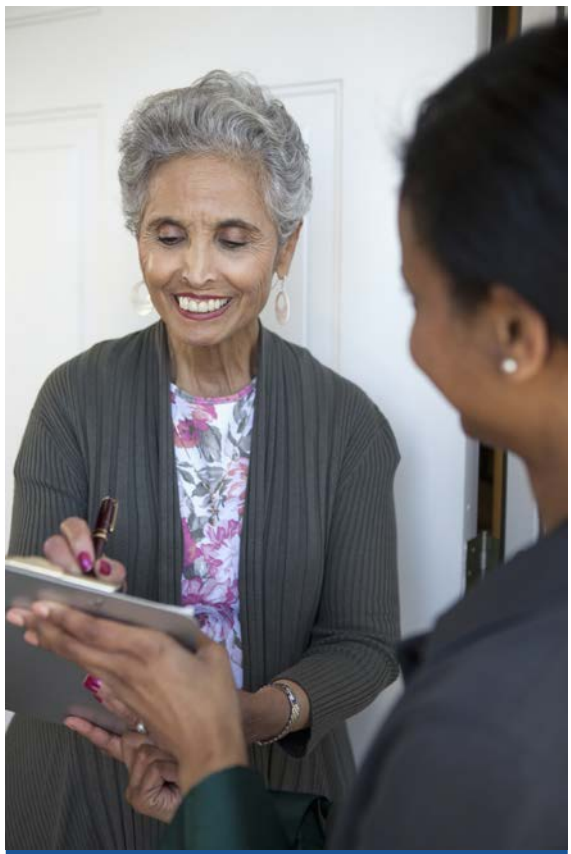
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WHY DO WE TAKE THE CENSUS?

The U.S. Constitution (Article I, Section 2) mandates a headcount every 10 years of everyone residing in the 50 states, Puerto Rico, and the Island Areas of the United States. This includes people of all ages, races, ethnic groups, citizens, and noncitizens. The first census was conducted in 1790 and one has been conducted every 10 years since then.

The population totals from the census determine the number of seats each state has in the House of Representatives. States also use the totals to redraw their legislative and school districts. The next census occurs in 2020.

The U.S. Census Bureau must submit state population totals to the President of the United States by December 31, 2020.

The population totals also affect funding in your community, and data collected in the census help decision makers know how your community is changing. Approximately $675 billion in federal funding is distributed to communities each year.

Will the 2020 Census be the same as 2010?

There are some important changes in 2020:

- We are building a more accurate address list and automating our field operations—all while keeping your information confidential and safe.
- For the first time, you will be able to respond online, by phone, or by mail.
- We will use data that the public has already provided to cut down on in-person follow up visits to nonresponding households.



HOW ARE CENSUS DATA USED?

Census data are widely and wisely used.

Census data are used in many ways. Some examples include:

- Distribution of more than $675 billion annually in federal funds back to tribal, state, and local governments.
- Redistricting of state legislative districts.
- Forecasting future transportation needs for all segments of the population.
- Determining areas eligible for housing assistance and rehabilitation loans.
- Assisting federal, tribal, state, and local governments in planning and implementing programs, services, and emergency response.
- Designing facilities for people with disabilities, the elderly, and children.



ARE CENSUS DATA REALLY CONFIDENTIAL?

ABSOLUTELY!

All responses to Census Bureau surveys and censuses are confidential and protected under Title 13 of the U.S. Code. Under this law, the Census Bureau is required to keep respondent information confidential. We will never share a respondent's personal information with immigration enforcement agencies, like ICE; law enforcement agencies, like the FBI or police; or allow it to be used to determine their eligibility for government benefits. The results from any census or survey are reported in statistical format only.

Individual records from the decennial censuses are, by law (Title 44, U.S. Code), confidential for 72 years.

In addition, under Title 13, U.S. Code, all Census Bureau employees swear a lifetime oath to protect respondent data. It is a felony for any Census Bureau employee to disclose any confidential census information during or after employment, and the penalty for wrongful disclosure is up to 5 years imprisonment and/or a fine of $250,000.



WHAT ARE COMPLETE COUNT COMMITTEES?

Complete Count Committees

Complete Count Committees (CCC) are volunteer committees established by tribal, state, and local governments and community leaders or organizations to increase awareness and motivate residents to respond to the 2020 Census. CCCs serve as state and local "census ambassador" groups that play an integral part in ensuring a complete and accurate count of the community in the 2020 Census. Success of the census depends on community involvement at every level. The U.S. Census Bureau cannot conduct the 2020 Census alone.

There are three kinds of Complete Count Committees (other than the State Level CCC):

- Tribal.
- State and local government (regional, county, city, or town).
- Community.

A Complete Count Committee should be formed to:

- Increase the self-response rate for households responding online, by phone, or mailing back their questionnaire through a focused, structured, neighbor-to-neighbor program.
- Utilize the local knowledge, expertise, and influence of each Complete Count Committee member to design and implement a census awareness campaign targeted to the community.
- Bring together a cross section of community members whose focus is 2020 Census awareness.

Let's take a look at these and review the differences between the common types and sizes.

Tribal and Government Complete Count Committees

Complete Count Committees are usually formed by the highest elected official in that jurisdiction, such as a tribal leader, a mayor, county commissioner, or regional chairman. The highest elected official may appoint a chair of the CCC and may then appoint members of the community to serve as members of the CCC. Members appointed could be representative of a cross section of the community, be willing and able to serve until the census is over, and help implement a creative outreach campaign in areas that may pose a challenge in 2020. Members could include persons from the areas of education, media, business, religion, philanthropy, and community groups. Most local government CCCs are small to medium size, depending on the jurisdiction. A town may have a small committee with only 3–5 members, while a city may be medium to large size with anywhere from 10 to more than 100 members, depending the size of the city or tribe.

Since state, county, and regional CCCs cover a larger geography, they tend to be larger in size, with 20–50 members. The size and number of members depends on what works best for each jurisdiction and what will make the most effective and successful committee. Mayors, county commissioners, and heads of regional boards understand the importance of getting a complete and accurate census count and how census data impact their communities. In previous censuses, the most productive government CCCs had a subcommittee structure. Examples of subcommittees and what they do are covered under "What Is the Subcommittee Structure of a CCC?"

Examples of Tribal and Government Complete Count Committee Strategies

Nationwide, there were over 10,000 Complete Count Committees formed with the Census Bureau during the 2010 Census and the majority of them were local government committees. Here are some of the strategies that worked for them:

- Allocate/obtain funds for the CCC and assign a staff person to work with the committee.
- Set clear, achievable goals and objectives.
- Identify areas of the community that may need extra efforts, either a geographical area or a population group that might be hard to count.
- Use a "grassroots" approach working with community-based organizations and groups who have direct contact with households who may be hard to count.
- Create promotional materials and products customized for the local area.
- Implement special events such as Census Day "Be Counted" parades.
- Build awareness of the census and its benefits and motivate response through social media, newsletters, and other communications.

Sample Activities of Tribal and Government Complete Count Committees

2018–2019

- Develop a list of barriers, groups, or concerns that might impede the progress of the 2020 Census in your local area, such as recent immigrants, non-English speaking groups, high crime areas, and areas with gated communities.
- Create ways to dispel myths and alleviate fears about the privacy and confidentiality of census data.

- Place census messages on water bills, property tax bills, social media, and local speeches and other correspondence generated by the jurisdiction.
- Host a Census Solutions Workshop (see Appendix C) with others in the community.
- Develop and implement activities to involve local government employees in the 2020 Census Awareness Campaign.
- Encourage corporations to become official sponsors of your census activities.
- Have census posters, banners, and other signage placed in highly visible public locations.
- Include the 2020 Census logo and message on bus schedules, brochures, newsletters, social media sites, and your local jurisdiction Web site.
- Sponsor a census booth at county fairs, carnivals, and festivals (especially cultural or ethnic celebrations).
- Sponsor a contest to design a sticker or poster promoting the 2020 Census.
- Have census information available during voter registration drives.

January–March 2020

- Add a census message during meetings, events, and to written or digital/electronic correspondence like social media.
- Provide information on federally funded programs that have benefitted the community.
- Plan a major promotional event around the start of self-response or when households get their invitation to respond. Advise communities that they can respond to the census online.
- Saturate public access areas with easy-to-read and understandable census information customized for your community.
- Ask elected officials to encourage households to complete the census online, by phone, or return the questionnaire by mail.
- Place a census message on all municipal marquees urging households to complete the questionnaire online, by phone, or by mail.

April 2020

- Place public service announcements in local media encouraging households to respond.
- Have census rallies or parades.
- Urge households who do not respond to cooperate with census takers.

Community Complete Count Committees

Community Complete Count Committees are often formed in areas that do not have a government CCC or areas that may require a more targeted outreach approach. Community CCCs may be formed by a community group/organization or a coalition of several organizations. For example, an organization in a predominately elderly community may want to form a CCC in order to build awareness among that population and encourage them to respond when the invitations to respond are delivered. A tenants' association may form a committee to educate tenants about the census and help those needing assistance in completing their census. Community CCCs identify their own chair and committee members. They may choose individuals who are influential leaders or gatekeepers in the community to serve as members or others that will help accomplish the goals of the committee. They may also include foundations or philanthropy groups to fund the committee's activities around a particular audience. Community CCCs are usually small to medium in size with anywhere from 5 to 25 members depending on the sponsoring organization(s) and the size of the community it represents.

Small committees may not need subcommittees, however larger committees may find this structure helps them focus and work more effectively.

Examples of Community Complete Count Committee Strategies

A number of organizations formed Community CCCs in previous censuses. Some examples of these organizations are Community Action Groups, Hispanic Service Center, Delta Sigma Theta Sorority, and Human Development Commission.

Here are some suggestions that worked for them:

- Set clear achievable goals and objectives.
- Identify what the committee will focus on. Some examples include increasing the response rate in public housing communities among cultural/ethnic groups in your area or among students in colleges/universities, outreach and promotion to youth and elderly in the community, or a global approach if no other CCCs are in the area.
- Develop an action plan that includes activities and events which will support your efforts and help you meet your goals and objectives.
- Create promotional materials that appeal to your community.
- Implement special events that will generate interest and participation in the census.
- Use social media to engage your community.

Sample Activities of Community Complete Count Committees

2018–2019

- Make a list of community-based organizations in your area. Hold a meeting with leaders of the organizations and solicit their help in creating a census awareness campaign targeted to community members.
- Host a Census Solutions Workshop with other community-based organizations in your area to come up with innovative and engaging ways to reach your communities.
- Check the community calendar in your area for events. Contact organizations to see if you can have a census table to pass out census materials to increase awareness.
- Plan and solicit sponsors for a "Census Day/Night Street Festival" in late 2019. Think of creative games or activities where census information can be incorporated.
- Develop a 2019 Census Activity Calendar, ask organizations to choose a month in which they will sponsor census activities or promote census awareness.
- Ask organizations to include a census article or message in all of their publications and social media channels from April 2019 to July 2020.

January–March 2020

- Encourage organizations to include 2020 Census on the agenda of their meetings, workshops, or conferences.
- Distribute/post on social media fliers announcing the invitation to respond to the census at busy locations in the community.
- Make public statements of support and the importance of participating in the 2020 Census.

April 2020

- Encourage households to complete the questionnaire online, by phone, or by mail.
- Plan a Census Day event to motivate the community response.
- Look online or check with your census contact person about response rates for your community. If rates are low, plan special events or activities to motivate individuals to respond.
- Remind households if they didn't respond online, by phone, or mail their questionnaire back, a census worker may come to their home. Encourage households to cooperate with census workers.

May 2020

- Continue to encourage community individuals to cooperate with census workers.
- Evaluate what worked best for your community and briefly report this information to your census contact.
- Celebrate your success and thank all those involved in making it happen.



WHEN SHOULD A COMPLETE COUNT COMMITTEE ORGANIZE?

Get Organized RIGHT NOW!

Although the 2020 Census may seem a ways off, the census awareness campaign should start TODAY. The 2020 Census jobs are being advertised. Households will begin to experience, by the end of 2019, some type of census operation such as address listing. These operations are necessary to verify the accuracy and location of each address in the United States.

The immediate formation of a CCC will ensure that local households are kept abreast of the various census operations before the information is nationally circulated.

The more informed households are about the 2020 Census operations, the better their understanding of the census process becomes, thus increasing their willingness to be a part of the successful enumeration in 2020.



WHAT IS THE SUBCOMMITTEE STRUCTURE OF A CCC?

The Structure

The Census Bureau partnership staff will serve as a liaison or an informational resource.

The operation of the CCC flows from the tribal leader or highest elected official or community leader to the chairperson, the committee members, and/or to the community at large.

The tribal leader or highest elected official or community leader appoints a chairperson. The chairperson is the liaison or main source of contact between the CCC and the Census Bureau.

The chairperson collaborates with the highest elected official or community leader to select subcommittee chairs.

The CCC should involve every aspect of a local community in its subcommittee structure—government, education, faith-based organizations, media, community-based organizations, business, foundations or other philanthropic organizations, and recruiting. **The Census Bureau does not manage Complete Count Committees**.

The following are examples of a typical subcommittee structure. Other subcommittees may be formed based on the focus of the CCC or the needs of the community. Examples of other subcommittee topics are migrant and seasonal farmworkers, children/youth services, immigrants, senior services, and the disabled community.

The subcommittee chairpersons may recruit members for their respective teams. The ideal candidates for a Complete Count Committee are those community members who have

expertise, influence, and experience in the area of the respective committee. Committees that invest time, resources, and energy in this project are more productive and successful.

Recruiting subcommittee—Disseminates information about census job openings for the 2020 Census. Information will include the number of jobs available and types of jobs available.

Government subcommittee—Assists in all activities between the Census Bureau and the local government, such as participation in decennial geography programs and identifying other resources for CCC activities.

Education subcommittee—Facilitates census awareness for local schools from prekindergarten through twelfth grade, as well as postsecondary education institutions in the area. May also encourage school administrators, teachers, and students to use Statistics in Schools materials.

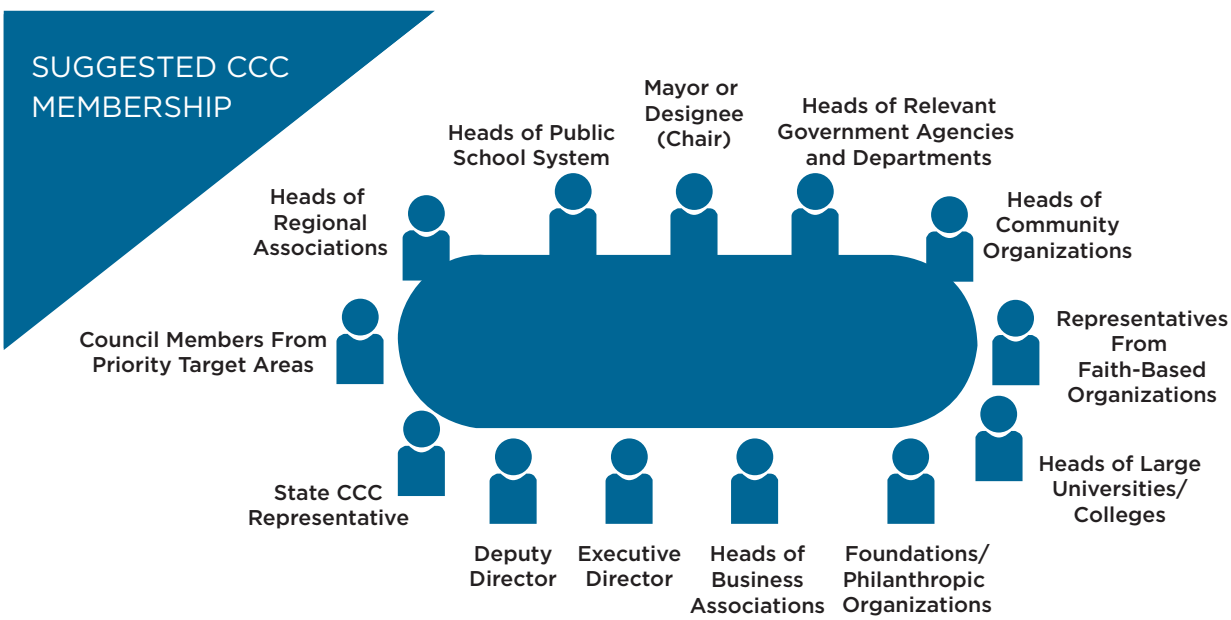
Faith-based subcommittee—Creates and coordinates activities and materials that can be used by any local faith-based institution in the promotion of the 2020 Census awareness and participation.

Media subcommittee—Facilitates ways to get the census message to all community households, using all available sources such as local newspapers, newsletters, fliers, local festivals, billboards, social media, radio, and television.

Community-based organizations subcommittee—Collaborates with community organizations to inform individuals of the importance of participating in the 2020 Census and the benefits derived from census data.

Business subcommittee—Creates and coordinates activities that involve businesses in census awareness, such as distribution of census information and census messages on packaging (grocery bags) and the inclusion of the census logo and message on sales promotion materials.

Figure 1.
Suggested CCC Membership



*Partnership Specialist is advisor and Census Bureau liasion to Municipal CCCs



SUMMARY: THE BENEFITS OF COMPLETE COUNT COMMITTEES

CCCs speak the language of and know the pulse of its community, therefore establishing an information highway that even the internet cannot rival—neighbor informing neighbor.

The CCCs will help ensure an accurate 2020 Census count.

The CCCs gain valuable knowledge about the census process at the local level and develop a plan to impart that knowledge to each and every household as only neighbors and fellow stakeholders can do.

The CCCs help maximize participation and response rates by increasing awareness throughout the 2020 Census.

APPENDIX A:

50 WAYS CENSUS DATA ARE USED

- Decision making at all levels of government.
- Drawing federal, state, and local legislative districts.
- Attracting new businesses to state and local areas.
- Distributing over $675 billion annually in federal funds and even more in state funds.
- Forecasting future transportation needs for all segments of the population.
- Planning for hospitals, nursing homes, clinics, and the location of other health services.
- Forecasting future housing needs for all segments of the population.
- Directing funds for services for people in poverty.
- Designing public safety strategies.
- Development of rural areas.
- Analyzing local trends.
- Estimating the number of people displaced by natural disasters.
- Developing assistance programs for American Indians and Alaska Natives.
- Creating maps to speed emergency services to households in need of assistance.
- Delivering goods and services to local markets.
- Designing facilities for people with disabilities, the elderly, or children.
- Planning future government services.
- Planning investments and evaluating financial risk.
- Publishing economic and statistical reports about the United States and its people.
- Facilitating scientific research.
- Developing "intelligent" maps for government and business.
- Providing proof of age, relationship, or residence certificates provided by the Census Bureau.
- Distributing medical research.
- Reapportioning seats in the House of Representatives.
- Planning and researching for media as background for news stories.
- Drawing school district boundaries.
- Planning budgets for government at all levels.
- Spotting trends in the economic well-being of the nation.
- Planning for public transportation services.
- Planning health and educational services for people with disabilities.
- Establishing fair market rents and enforcing fair lending practices.
- Directing services to children and adults with limited English proficiency.
- Planning urban land use.
- Planning outreach strategies.
- Understanding labor supply.
- Assessing the potential for spread of communicable diseases.
- Making business decisions.
- Understanding consumer needs.
- Planning for faith-based organizations.
- Locating factory sites and distribution centers.
- Distributing catalogs and developing direct mail pieces.
- Setting a standard for creating both public and private sector surveys.
- Evaluating programs in different geographic areas.
- Providing genealogical research.
- Planning for school projects.
- Developing adult education programs.
- Researching historical subject areas.
- Determining areas eligible for housing assistance and rehabilitation loans.

APPENDIX B:
UNDERSTANDING THE LANGUAGE OF THE 2020 CENSUS

GLOSSARY
The 2020 Census From A to Z

A

Address Canvassing

The Address Canvassing program implements methods to improve and refine the U.S. Census Bureau's address list in advance of the 2020 Census enumeration. The Census Bureau needs the address and physical location of each living quarter in the United States and Puerto Rico to conduct and tabulate the census. An accurate list ensures that residents will be invited to participate in the census and that the census counts residents in the correct location.

American Community Survey (ACS)

A monthly sample household survey conducted by the Census Bureau to obtain information similar to the long-form census questionnaire. The ACS is sent to a small percentage of the U.S. population on a rotating basis. First tested in 1995, it replaced the long form for the 2010 Census. Since 2004, ACS has provided annual data for social and economic characteristics for many geographic areas and population groups.

Area Census Office (ACO)

A temporary office established to oversee census operations in a specific area. These operations include address listing field work, local recruiting, and visiting households to conduct the 2020 Census.

C

Census Bureau

An agency within the U.S. Department of Commerce and the country's preeminent statistical collection and dissemination agency. It publishes a wide variety of statistical data about people, housing, and the economy of the nation. The Census Bureau conducts approximately 200 annual surveys, conducts the decennial census of the U.S. population and housing, the quinquennial economic census, and the census of governments.

Census Day

The reference date for collection of information for a census. For the decennial census, this has been April 1 of the decade year (year ending with zero) since the 1930 Census. April 1, 2020, is the reference date, Census Day, for the 2020 Census.

Census Information Center (CIC)

The CIC program was established in 1988, when the Census Bureau and the National Urban League entered into a joint agreement to create a pilot project to make census data and information available to minority communities. Over the next 2 years, the Census Bureau added four additional organizations to the pilot program; the National Council of La Raza, the Asian and Pacific Islander American Health Forum, Americans for Indian Opportunity, and the Southwest Voter Research Institute (now the William C. Velasquez Institute).

In 2000, the CIC network became an official Census Bureau program. That year, the Census Bureau expanded the network to a total of 59 organizations.

Census Solutions Workshop

A Census Solutions Workshop is a creative, collaborative, problem-solving event that brings together diverse thinkers. The Census Solutions Workshop is specifically geared to generate new ways of communicating the importance of census data, reaching hard-to-count populations, and encouraging participation in Census Bureau surveys and programs.

Commitment

An agreement or pledge to carry out a particular task or activity that will in some way help the census achieve its goals.

Complete Count Committee (CCC)

A volunteer committee established by tribal, state, and local governments, and/or community organizations to include a cross section of community leaders, including representatives from government agencies; education, business, and religious organizations; community agencies; minority organizations; and the media. The committees are charged with developing and implementing a 2020 Census outreach, promotion, recruiting, and enumeration assistance plan of action designed to target and address the needs of their communities.

Confidentiality

The guarantee made by law (Title 13, U.S. Code) to individuals who provide information to the Census Bureau, ensuring that the Census Bureau will not reveal information to others.

D

Decennial Census

The census of population and housing taken by the Census Bureau in each year ending in zero. Article I, Section 2, of the U.S. Constitution requires that a census be taken every 10 years for the purpose of apportioning the U.S. House of Representatives. The first census of population was taken in 1790.

E

Enumeration

The process of interviewing people and recording the information on census forms.

Enumerator

A Census Bureau employee who collects census information by visiting households during census field operations.

G

Group Quarters (GQ)

The Census Bureau classifies all people not living in housing units as living in group quarters. There are two types of group quarters: institutional group quarters (for example, correctional facilities for adults, nursing homes, and hospice facilities) and noninstitutional group quarters (for example, college/university student housing, military quarters, and group homes).

H

Hard to Count (HTC)

Groups or populations who have historically been undercounted and/or traditionally have not responded well to the decennial census questionnaire, such as ethnic/minority populations, renters, and low income households.

Hard to Enumerate (HTE)

An area for which the environment or population may present difficulties for enumeration.

Highest Elected Official (HEO)

The elected or appointed person who is the chief executive official of a governmental unit and is most responsible for the governmental activities of the governmental unit such as the governor of a state, chair of a county commission, or mayor of an incorporated place, tribal leader, or chairman.

Household (HH)

A person or group of people who occupy a housing unit as their usual place of residence. The number of households equals the number of occupied housing units in a census.

Housing Unit (HU)

A house, townhouse, mobile home or trailer, apartment, group of rooms, or single room that is occupied as separate living quarters or, if vacant, is intended for occupancy as separate living quarters.

M

Master Address File (MAF)

A Census Bureau computer file of every address and physical location, including their geographic locations, that will be used to conduct the next decennial census, as well as some ongoing surveys. This address file is updated throughout the decade and is supplemented by information provided by tribal, state, and local governments.

N

Nonresponse (NR)

A housing unit for which the Census Bureau does not have a completed questionnaire and from which the Census Bureau did not receive a telephone or Internet response.

Nonresponse Followup (NRFU)

A field operation designed to obtain a completed interview from households where a self-response was not received. Enumerators will make personal visits to these households to obtain completed interviews. The enumerator will collect respondents' answers to interview questions or information about the status of the housing unit (for example, vacant or nonexistent). If all attempts to contact the individuals of a household are unsuccessful, an enumerator will obtain as much information as possible about the household from a neighbor, building manager, or another reliable source.

P

Partner

A partner is a group or individual that commits to participate in some way with census activities.

Partnership

An agreement with tribal, state, and local governments, national organizations, and community groups (faith-based organizations, businesses, media, schools, etc.) that allows their active participation in various census activities.

Partnership Specialist

The Partnership Specialist takes a lead role in outreach and promotional efforts before and during census operations. Their main duties are increasing awareness and outreach in communities and gaining cooperation and participation from those communities.

Privacy Act

The Privacy Act of 1974 requires that each federal agency advise respondents of their rights. Specifically, every respondent must know under what law the information is being collected, how the information will be used, whether he or she must answer the questions, and the consequences of not answering the questions.

R

Regional Census Center (RCC)

One of six temporary Census Bureau offices established to manage census field office and local census office activities and to conduct geographic programs and support operations.

Regional Office (RO)

One of six permanent Census Bureau offices that direct and advise local census offices for the 2020 Census. The Regional Office also conducts some one-time and ongoing Census Bureau surveys, such as the Current Population Survey (CPS), which is used to publish unemployment figures each month, and the American Community Survey (ACS), a nationwide survey designed to obtain information similar to long-form data and to provide communities a fresh, more current look at how they are changing.

Respondent

The person who answers the Census Bureau's questions about his or her living quarters and its occupants. The respondent is usually the member of the household who owns or rents the living quarters.

Response Outreach Area Mapper (ROAM)

A Web mapping application developed to make it easier to identify hard-to-count areas and to provide a socioeconomic and demographic characteristic profile of these areas using American Community Survey estimates available in the Census Bureau Planning Database, available at <www.census.gov /roam>.

S

Self-Response

Self-response is where households complete and return their census questionnaire in a timely manner, directly to the Census Bureau, without requiring a census worker to visit the house to obtain their responses in person. Self-response—by internet, mail, or phone—is significantly less costly than in-person followup.

State Data Center (SDC)

The State Data Center (SDC) program is one of the Census Bureau's longest and most successful partnerships. This partnership between the 50 states, the

District of Columbia, Puerto Rico, the island areas, and the Census Bureau was created in 1978 to make data available locally to the public through a network of state agencies, universities, libraries, and regional, and local governments.

The SDC lead organization is appointed by the Governor of each state/commonwealth, Puerto Rico, the Island Areas (American Samoa, Guam, The Commonwealth of the Northern Mariana Islands, Virgin Islands) or the mayor of the District of Columbia.

Since its creation, the SDC network has provided access and education on Census Bureau data and products as well as other statistical resources to millions of data users.

Statistics in Schools (SIS)

A national program component of the 2020 Census with an emphasis on kindergarten through eighth grade students in schools located in hard-to-count areas. The purpose of Statistics in Schools is to educate all of the nation's K–12 students about the importance of the 2020 Census.

T

Title 13 (U.S. Code)

The collection of laws under which the Census Bureau operates. This law guarantees the confidentiality of census information and establishes penalties for disclosing this information. It also provides the authorization for conducting censuses in Puerto Rico and the Island Areas.

Transitory Locations

Sites that contain movable or mobile housing that may include transitory units such as boats, motorized recreational vehicles or trailers, tents, or other types of portable housing.

Transitory locations also include hotels or motels if being occupied on a transitory basis because the occupants have no other residence.

U

Update Enumerate (UE)

The UE operation is designed to update the address and feature data and enumerate respondents in person. UE is designated to occur in areas where the initial visit requires enumerating while updating the address frame, in particular in remote geographic areas that have unique challenges associated with accessibility.

Update Leave (UL)

This operation is designed to update the address and feature data and leave a choice questionnaire package at every housing unit (HU) identified to allow the household to self-respond. UL is designed to occur in areas where the majority of HU do not either have mail delivered to the physical location of the housing unit, or the mail delivery information for the HU cannot be verified.

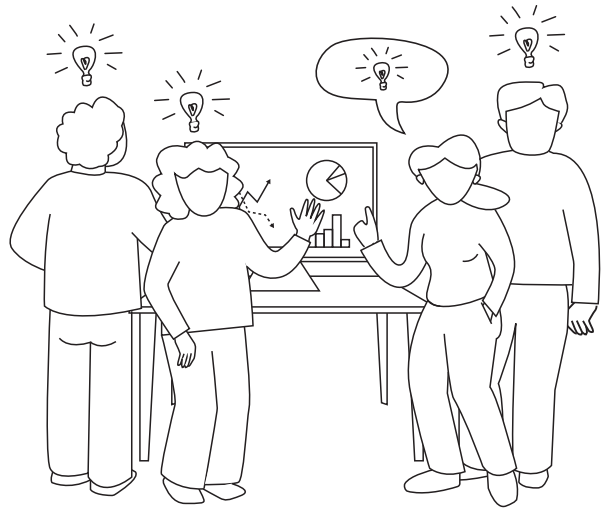
V

Value Added

Refers to any service or activity provided by partners that would ordinarily require payment such as room/space for training, use of staff time, and use of other business resources.

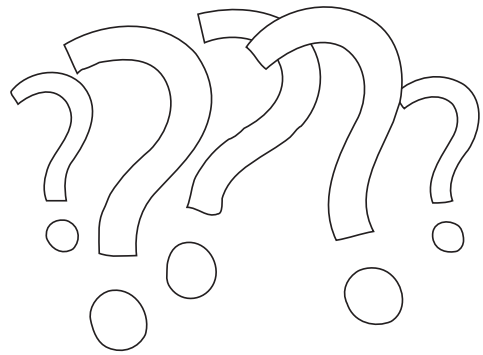
What Is A Census Solutions Workshop?

A solutions workshop is a creative, collaborative, problem-solving event that brings together diverse thinkers.
A Census Solutions Workshop generates new ways of communicating the importance of census data, reaching hard-to-count populations, and encouraging participation in Census Bureau surveys and programs.



Why It Matters

A complete count ensures accurate census data that is critical for government programs, policies, and decision-making, but participation in Census Bureau surveys has declined in recent decades. We want to support your efforts to generate innovative and engaging ways to reach your communities.



How Can You Host A Workshop?

Businesses, city officials, community-based organizations, or anyone else can host a workshop. We created a toolkit to give you step-by-step guidance on how to host one.

The toolkit is available at:
www.census.gov/partners.

For more information, please contact us at:
census.partners@2020census.gov.



United States® Census Bureau

United States Census 2020



CONTACT INFORMATION

For additional information about the Complete Count Committee Program, please contact your regional census center.

If you reside in:	Please contact:
Alabama, Florida, Georgia, Louisiana, Mississippi, North Carolina, and South Carolina	**ATLANTA** Atlanta.rcc.partnership @2020census.gov
Arkansas, Illinois, Indiana, Iowa, Michigan, Minnesota, Missouri, and Wisconsin	**CHICAGO** Chicago.rcc.partnership @2020census.gov
Arizona, Colorado, Kansas, Montana, Nebraska, New Mexico, North Dakota, South Dakota, Oklahoma, Texas, Utah, and Wyoming	**DALLAS** Dallas.rcc.partnership @2020census.gov
Alaska, California, Hawaii, Idaho, Nevada, Oregon, and Washington	**LOS ANGELES** Los.Angeles.rcc.partnership @2020census.gov
Connecticut, Maine, Massachusetts, New Hampshire, New Jersey, New York, Rhode Island, Vermont, and Puerto Rico	**NEW YORK** New.York.rcc.partnership @2020census.gov
Delaware, District of Columbia, Kentucky, Maryland, Ohio, Pennsylvania, Tennessee, Virginia, and West Virginia	**PHILADELPHIA** Philadelphia.rcc.partnership @2020census.gov

CC Regular Session **7. 4.**

Meeting Date: 11/13/2018

By: Chris Anderson, Community Development

Information

Title

This Case was moved from Consent 4.02 to be considered on the Regular Agenda as Case 7.04.
Consider Request to Rezone Property Identified by PID #35-32-25-32-0062 from R-1 Residential (MUSA) to E-1 Employment (Project No. 155); Case of Rocky Mtn Investment LLC

Purpose/Background:

The City has received an application from Rocky Mtn Investment LLC (the "Applicant") to rezone the property identified by PID # 35-32-25-32-0062 (the "Subject Property") from R-1 Residential (MUSA) to E-1 Employment. The Applicant is attempting to work with a nearby business (just to the east of the Subject Property but on the north side of the street) that is interested in utilizing the land for outside storage.

Notification:

Staff attempted to notify all property owners within 350 feet of the Subject Property of the requested Zoning Amendment via standard U.S. mail and published the Notice of Public Hearing in the Anoka County UnionHerald.

Observations/Alternatives:

The Subject Property, which is currently vacant with no improvements other than a chain link fence, is zoned R-1 Residential (MUSA). The properties to the west, south and southeast are also zoned R-1 Residential (MUSA) while the properties to the east and north (across Riverdale Drive) are zoned E-1 Employment. The Subject Property is 10,807 square feet in size, which does comply with the minimum lot size required in the R-1 Residential District. As a point of reference, the minimum required lot size in the E-1 Employment District is one (1) acre (note though that this is an existing lot of record and amending the zoning district would not require the lot to meet that bulk standard).

The Applicant is seeking this Zoning Amendment to accommodate a potential sale of the Subject Property to a local, nearby business who desires to utilize it for outside storage. Outside storage is not permitted in the R-1 Residential District. In the E-1 Employment District, outside storage as an accessory use of a property is permitted; however, as the principal use, it would require a Conditional Use Permit. It is worth noting that since the Subject Property abuts residentially zoned parcels, there are greater setbacks for outside storage (forty [40] feet from residential properties), which would restrict where this type of use could occur on the Subject Property.

It is Staff's understanding that the Subject Property has been used periodically for outside storage. However, after a review of both the Property File and County records, it does not appear that that use was ever approved or authorized by the City. Thus, it does not appear that there are any lawful, non-conforming rights that would allow this type of use on the Subject Property.

Both the current 2030 Comprehensive Plan and the DRAFT 2040 Comprehensive Plan show the Subject Property guided as Low Density Residential. Should the Zoning Amendment be approved, a Comprehensive Plan Amendment would also be necessary to ensure consistency between the zoning and land use designation.

The Planning Commission held a Public Hearing on the request at their November 1, 2018 meeting. There were no written or verbal comments submitted regarding the request.

Alternatives

Alternative 1: Motion to deny the request to rezone the Subject Property from R-1 Residential (MUSA) to E-1 Employment. While the Subject Property may not be a prime residential location due to it abutting parcels zoned E-1 Employment, it also doesn't appear large enough to accommodate a typical industrial type of user, other than possibly for outside storage. Based on the limited area that could possibly be utilized for outside storage, that itself doesn't necessarily seem viable either. With no apparent lawful non-conforming rights associated with the Subject Property, staff and the Planning Commission supported this alternative.

Alternative 2: Motion to direct Staff to prepare an Ordinance for introduction at a future meeting to amend the zoning designation of the Subject Property from R-1 Residential (MUSA) to E-1 Employment District. While the properties to the east and north are zoned E-1 Employment, the Subject Property also abuts residentially zoned parcels to the west and south. The size of the Subject Property doesn't appear conducive to a typical industrial type of use, with the possible exception of outside storage. However, it does meet the minimum bulk standards of the R-1 Residential (MUSA) District. If Alternative 2 supported by City Council and the Zoning Amendment is ultimately adopted, a Conditional Use Permit would still be required for outside storage to occur as the principal use of the Subject Property. Staff and the Planning Commission do not support this alternative.

Funding Source:

All costs associated with this request are the Applicant's responsibility.

Recommendation:

The Planning Commission recommended that the zoning of Subject Property remain as R-1 Residential (MUSA).

Action:

Motion to adopt Resolution #18-235 denying the requested Zoning Amendment.

Attachments

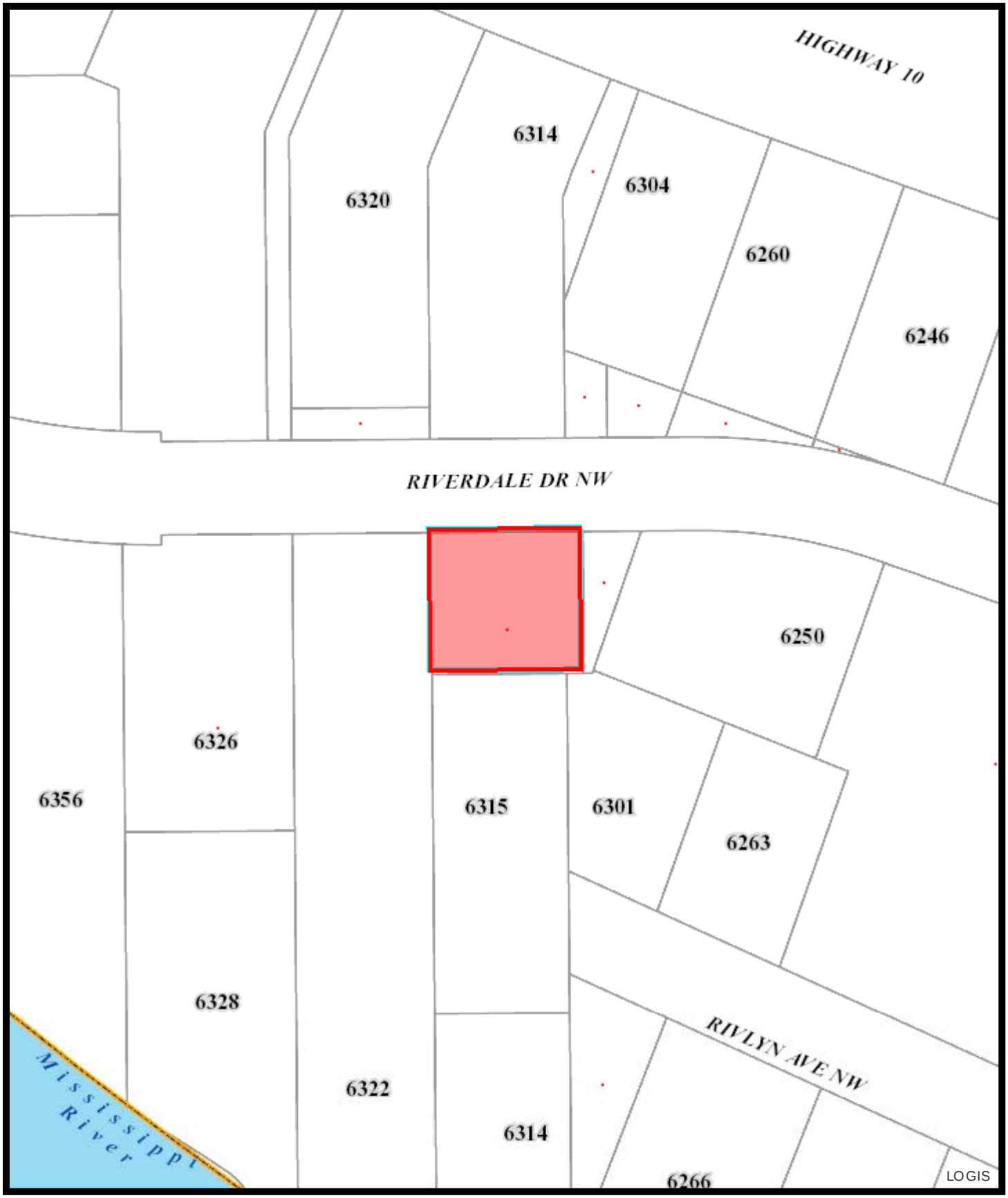
Site Location Map
Application
Photos of Subject Property
Aerial View of Subject Property
Zoning Exhibit
Exhibit Showing Usable Area for Outside Storage
DRAFT Planning Commission Meeting Minutes Dated November 1, 2018
Resolution #18-235

Form Review

Inbox	Reviewed By	Date
Tim Gladhill	Tim Gladhill	11/08/2018 09:09 AM
Kurt Ulrich	Kurt Ulrich	11/08/2018 10:00 AM
Form Started By: Chris Anderson		Started On: 11/02/2018 08:26 AM
Final Approval Date: 11/28/2018		

35-32-25-32-0062

Site Location Map



Feet
0 20 40 80 120 160

Print Date: September 28, 2018

RECEIVED
SEP 21 2018
BY:

City of RAMSEY

Land Use Application

18-155

☐ 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:	Gregory Duchholmer		
Street Address:	17224 172nd AVE SE		
City, State, ZIP:	Big Lake MN 55309		
Home Phone:	7632631736	Work Phone:	7632953347
Email:		Fax Number:	7632954947
Name of Business (if applicable):	Rocky MTN Investment LLC		
Business Address (if applicable)	PO Box 336		
Business City, State, ZIP	Monticello MN 55362		
Business Phone:	7632953347	Business Fax:	7632954947

Subject Property Information

(Location of Application)

Address	Riverdale Dr NW
PIN	35-32-25 32-0067 Road
Legal Description	See Attached
Zoning District	

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:	SAME		
Street Address:			
City, State, ZIP:			
Home Phone:		Work Phone:	
Email:		Fax Number:	

Please provide a detailed description of your request and attached a copy of a scaled site plan

Small Lot Apox 11,000 Sq Feet Tax as COMM/Ind But zone RES. It is located NEXT other business places in the area. Would like to change to Employee + Employer zoning.

Black Smith Shop

11,000 sq Fee

SEE Attached

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	Gregory Dahlheimer	Co-Applicant Signature	Joseph Dahlheimer
Printed Name	Gregory Dahlheimer	Printed Name	Joseph Dahlheimer
Title	Partner	Title	Partner
Date	9-20-18	Date	9-20-18

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.

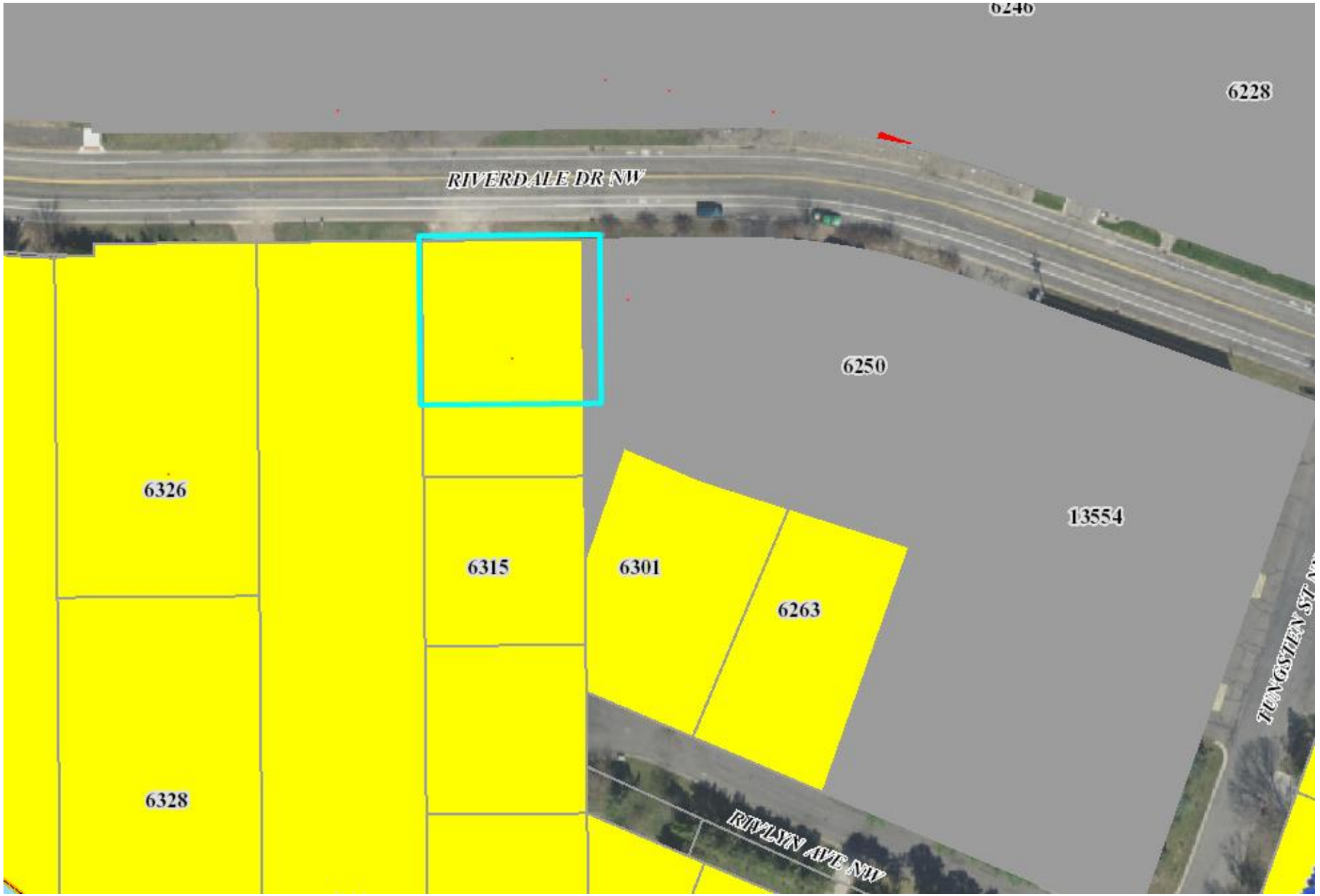
Property Owner Signature	Gregory Dahlheimer	Property Owner Signature	Joseph Dahlheimer
Printed Name	Gregory Dahlheimer	Printed Name	Joseph Dahlheimer
Title	Partner	Title	Partner
Date	9-2018	Date	9-20-18

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.


CAT
THIS PROPERTY IS THE SUBJECT OF A LAND USE APPLICATION
FOR MORE INFORMATION CALL CITY OF RAMSEY
(763) 427-1410


763-441-4343
CAT


6246
6228
RIVERDALE DR NW
6250
6326
13554
6356
6315
6301
6263
TUNGSTEN ST NW
6328
RIVLYN AVE NW


6246
6228
RIVERDALE DR NW
6250
6326
6315
6301
13554
6263
6328
RIVLYN AVE NW
TUNGSTEN ST


RIVERDALE DR NW
6250
=
20 foot setback from right-of-way
=
40 foot setback from residential districts

5.04: Public Hearing: Consider Request to Rezone Property Identified by PID #35-32-25-32-0062 from R-1 Residential (MUSA) to E-1 Employment (Project No. 155); Case of Rocky MTN Investment LLC

Public Hearing

Chairperson Bauer called the public hearing to order at 7:28 p.m.

Presentation

City Planner Anderson presented the staff report stating the City has received an application from Rocky Mountain Investment LLC (the "Applicant") to rezone the property identified by PID # 35-32-25-32-0062 (the "Subject Property") from R-1 Residential (MUSA) to E-1 Employment. The Applicant is attempting to work with a nearby business (just to the east of the Subject Property but on the north side of the street) that is interested in utilizing the land for outside storage. Staff provided further comment on the rezoning and recommended the Commission not approve the request.

Citizen Input

It was noted the applicant was not in attendance at the meeting.

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

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

Chairperson Bauer closed the public hearing closed at 7:35 p.m.

Commission Business

Motion by Commissioner Anderson, seconded by Commissioner VanScoy, to recommend to the City Council the zoning of the Subject Property remain as R-1 Residential (MUSA).

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

DRAFT

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

RESOLUTION #18-235

A RESOLUTION DENYING A REQUEST TO REZONE THE PROPERTY IDENTIFIED AS PID #35-32-25-32-0062 FROM R-1 RESIDENTIAL (MUSA) TO E-1 EMPLOYMENT

RECITALS

1. Rocky Mtn Investment, LLC, hereinafter referred to as the "Applicant," has properly applied for a Zoning Amendment to rezone a property from R-1 Residential (MUSA) to E-1 Employment. Said property is generally identified by PID #35-32-25-32-0062 and is legally described as follows:

   That part of Lot 5 and Lot 7, Auditors Subdivision No. 96, described as follows: Commencing at the west quarter corner of Section 35, Township 32, Range 25, thence on assumed bearing south 00 degrees 21 Minutes 49 seconds east along west line of Government Lot 1 a distance of 497.95 feet; thence north 89 degrees 38 minutes 48 seconds east a distance 406.74 feet to a judicial landmark and point of beginning; thence continuing north 89 degrees 38 minutes 48 seconds east 107.80 feet to a judicial landmark; thence north 00 degrees 21 minutes 49 seconds west a distance of 94.00 feet to a judicial landmark on the southerly right of way line of Riverdale Dr, described in Doc. No. 869268; thence south 89 degrees 38 minutes 48 seconds west along said right of way line a distance 107.80 feet plus/minus to a judicial landmark set at intersection with line bearing north 00 degrees 21 minutes 49 seconds west from point of beginning; thence south 00 degrees 21 minutes 49 seconds east distance 94.00 feet to point of beginning, except road subject to easement of record, Anoka County, Minnesota.

   (the "Subject Property")

2. The City of Ramsey received an application for a Zoning Amendment on the Subject Property on September 21, 2018.

3. That the Subject Property is located within the R-1 Residential (MUSA) District.

4. That properties to the west, south, and southeast are also zoned R-1 Residential (MUSA), while the properties to the east and north (across Riverdale Drive) are zoned E-1 Employment.

5. That the Subject Property is guided as Low Density Residential in the 2030 Comprehensive Plan and in the DRAFT 2040 Comprehensive Plan.

6. That the Subject Property is approximately 10,800 square feet in size.

7. That the Subject Property meets the minimum bulk standards of the R-1 Residential (MUSA) District.

8. That the purpose of the requested Zoning Amendment would be to accommodate a nearby business that wishes to purchase the Subject Property and utilize it for outside storage.

9. That outside storage as principal use would require the issuance of a conditional use permit.

10. That there are greater setbacks required for outside storage when adjacent to residentially zoned parcels that further restricts where outside storage could occur on the Subject Property.

11. That the Planning Commission conducted a Public Hearing regarding this request on November 1, 2018 and there were no verbal or written comments received.

12. That the Planning Commission recommended denying the requested Zoning Amendment.

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

1. That the Ramsey City Council hereby denies the Zoning Amendment requested for the Subject Property.

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 City of Ramsey City Council this the 13th day of November, 2018

_____
Mayor

ATTEST:

_____
City Clerk