City of Ramsey
Agenda
Regular City Council
Tuesday, May 14, 2019
7:00 pm
Council Chambers, 7550 Sunwood Drive NW

1. Call to Order

2. Presentation

1. Summary of the 2018-2019 Snow Removal Season

2. Proclamation Recognizing May 19th-25th as *National Public Works Week*

3. Citizen Input

4. Consent Agenda

1. Receive Cash and Investments for Period Ending April 30, 2019

2. Consider Multiple Actions for a Proposed Expansion at 6601 McKinley St NW (Project No. 19-106): Case of ACE Solid Waste, Inc.

1. Resolution #19-082 Approving Amended Conditional Use Permit
2. Resolution #19-083 Approving Site Plan and Development Agreement

3. Approve the Following Meeting Minutes:

1. City Council Work Session dated 4/23/2019
2. City Council Regular Session dated 4/23/2019

4. Approve Licenses

5. Approve JPA with the City of Blaine for Police Officer Staffing at PGA Tournament.

6. Adopt Resolution #19-112 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of April 18, 2019 through May 8, 2019

7. Adopt Resolution 19-068 and 19-109 Approving Development Agreement for Green Valley Greenhouse and Accepting Related Conservation and Trail Easement

8. REVISED: Adopt Resolution #19-118 Approving Enforcement Process for 5751 177th Ave NW; Case of Tracer Landscape and Concrete

9. Report from Public Works Committee.
The Public Works Committee held its regular meeting on April 16, 2019 and discussed the following cases:
1. Provide City Council Recommendation to Approve Plans and Specifications and Authorize Advertisements for Bids for COR Infiltration Basin Improvements, Improvement Project #18-09: Motion for City Council to ratify the recommendation of the Public Works Committee to recommend City Council approval of Plans and Specifications and authorization to advertise for Bids for The COR Infiltration Basin Improvements, Improvement Project #18-09. This is being presented as a separate case on tonight's agenda.
Committee / Staff Input
1. Wellhead Protection Plan Part 2 Amendment Process Update: Motion for City Council to ratify the consensus of the Public Works Committee to proceed with entering into the agreement with Barr Engineering.

5. Approve Agenda

6. Public Hearing

7. Council Business

1. Adopt Resolution #19-114 Accepting Bids and Awarding Contract for Improvement Project #19-03, Wood Pond Hills & Chestnut Ridge Street Reconstructions

2. Adopt Resolution #19-113 Accepting Bids and Awarding Contract for Improvement Project #19-01, Ford Brook Estates Street Reconstructions

3. Adopt Resolution 19-115 Approving Plans and Specifications and Authorizing Advertisements for Bids for The COR Infiltration Basin Improvements, Improvement Project #18-09

4. Adopt Resolution #19-116 Accepting Business Subsidy Request Application and Calling for a Public Hearing; Case of SLP EX, LLC and AMP EX, LLC (Delta Mod Tech)

5. Adopt Resolution #19-117 Hiring a Patrol Officer

6. Adopt Resolution #19-106 Hiring Seasonal Public Works Maintenance Workers

7. Adopt Resolution #19-110 Hiring Engineering Interns

8. Adopt Resolution #19-111 to Approve Promoting a Streets Maintenance Worker to Lead Streets Maintenance Worker

9. Closed Session Pursuant to Section 13D.05 and the Attorney-Client Privilege

8. Mayor/Council/Staff Input

9. Adjournment

CC Regular Session **2. 1.**

Meeting Date: 05/14/2019

Information

Title:

Summary of the 2018-2019 Snow Removal Season

Purpose/Background:

The Public Works Superintendent will give a brief overview of 2018-19 snow removal season.

Attachments

No file(s) attached.

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	05/09/2019 11:23 AM
Form Started By: Grant Riemer		Started On: 05/07/2019 11:57 AM
Final Approval Date: 05/09/2019		

CC Regular Session **2. 2.**

Meeting Date: 05/14/2019

Information

Title:

Proclamation Recognizing May 19th-25th as *National Public Works Week*

Purpose/Background:

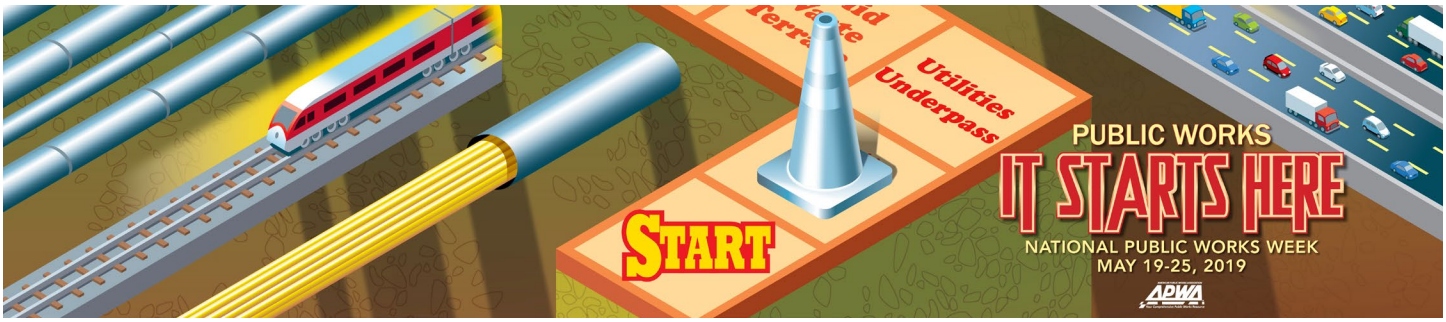
The American Public Works Association is sponsoring its 59th annual *National Public Works Week* and has forwarded a proclamation to be acted upon by the City of Ramsey. Mayor LeTourneau will recognize May 19 - 25, 2019, as *National Public Works Week* by reading the attached Proclamation aloud.

Attachments

Proclamation National Public Works Week

Form Review

Inbox	Reviewed By	Date
Jo Thieling	Jo Thieling	05/07/2019 03:54 PM
Kurt Ulrich	Kurt Ulrich	05/09/2019 11:26 AM
Form Started By: Grant Riemer		Started On: 05/07/2019 12:16 PM
Final Approval Date: 05/09/2019		



National Public Works Week Proclamation
May 19 – 25, 2019
"It Starts Here"

WHEREAS, public works professionals focus on infrastructure, facilities and services that are of vital importance to sustainable and resilient communities and to the public health, high quality of life and well-being of the people of City of Ramsey; and,

WHEREAS, these infrastructure, facilities and services could not be provided without the dedicated efforts of public works professionals, who are engineers, managers and employees at all levels of government and the private sector, who are responsible for rebuilding, improving and protecting our nation's transportation, water supply, water treatment and solid waste systems, public buildings, and other structures and facilities essential for our citizens; and,

WHEREAS, it is in the public interest for the citizens, civic leaders and children in City of Ramsey to gain knowledge of and to maintain a progressive interest and understanding of the importance of public works and public works programs in their respective communities; and,

WHEREAS, the year 2019 marks the 59th annual National Public Works Week sponsored by the American Public Works Association/Canadian Public Works Association be it now,

RESOLVED, I, **John Letourneau, Mayor of the City of Ramsey**, do hereby designate the week May 19 – 25, 2019 as National Public Works Week; I urge all citizens to join with representatives of the American Public Works Association/Canadian Public Works Association and government agencies in activities, events and ceremonies designed to pay tribute to our public works professionals, engineers, managers and employees and to recognize the substantial contributions they make to protecting our national health, safety, and quality of life.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of Ramsey (to be affixed).

PROCLAIMED at the **City of Ramsey, Minnesota** this 14th day of May, 2019.

Mayor John LeTourneau

CC Regular Session **4. 1.**

Meeting Date: 05/14/2019

By: Diana Lund, Finance

Information

Title

Receive Cash and Investments for Period Ending April 30, 2019

Purpose/Background:

Purpose: Receive reports of the city's cash and investments for the period ending April 30, 2019.

Cash and investment report shows the monthly cash flow - receipts and expenditures through April 30, 2019 with the current listing of the city's investment portfolio.

Action:

Informational only. No action required.

Attachments

Cash & Investments for Period Ending April 30, 2019

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	05/09/2019 11:22 AM
Form Started By: Diana Lund		Started On: 05/07/2019 07:45 AM
Final Approval Date: 05/09/2019		

CITY OF RAMSEY
REPORT OF POOLED CASH FLOWS
Period Ended April 30, 2019

	April-19 CURRENT MONTH	2019 YEAR-TO-DATE
CASH AND TEMPORARY INVESTMENTS		
BEGINNING BALANCE	$ 76,276,757.68	$ 77,758,879.57
CASH INFLOWS:		
Daily Deposit	260,480.58	2,384,872.39
Tax Settlements	-	120,738.68
U/B Receipts	18,283.36	518,407.30
Credit Cards (Includes Utility Billing)	132,388.25	902,353.57
Interest Earnings [Net of Interest Paid on Investments]	94,594.27	551,753.45
Bond Proceeds		-
TOTAL CASH INFLOW	$ 505,746.46	$ 4,478,125.39
TOTAL CASH AVAILABLE	$ 76,782,504.14	$ 82,237,004.96
CASH OUTFLOWS:		
Prepaid Checks	494,197.62	2,043,290.70
Bills Lists	365,495.50	2,595,054.95
Pay Estimates	331,057.95	412,126.08
Credit Cards	3,609.89	18,525.79
Payroll - Net	340,232.31	1,362,077.94
Flex Reimbursement	3,467.64	18,371.90
Void Checks/Dormant Checks Paid	(7,149.53)	(9,312.66)
Debt Service	-	545,050.00
Miscellaneous [Bank Charges; etc.]	84.00	311.50
TOTAL CASH OUTFLOW	$ 1,530,995.38	$ 6,985,496.20
POOLED CASH AND TEMPORARY INVESTMENTS ENDING BALANCE	**$ 75,251,508.76**	**$ 75,251,508.76**
MEMO - NET 2019 CASH INFLOW (OUTFLOW)	**(1,025,248.92)**	**(2,507,370.81)**
INVESTMENT PORTFOLIO SUMMARY		
BEGINNING BALANCE	**$ 66,357,134.52**	**66,545,332.76**
Purchases	1,684,000.00	10,735,000.00
Maturities/Sales	(1,143,041.78)	(10,382,240.02)
ENDING BALANCE	**$ 66,898,092.74**	**$ 66,898,092.74**

Prepared by the City of Ramsey Finance Department
5/8/2019

2019 CASH AND INVESTMENT ACTIVITY

CITY INVEST #	STATED MAT DATE	BROKER	SECURITY DESCRIP	FDIC #	CUSIP	PRIN BAL 1/1/2019	PURCH 2019	SOLD/ MATURE 2019	BV PRIN BAL 12/31/2019	PAR
1802228	3/28/2019	4M	Term Series 4M			500,000.00		500,000.00	0.00	500,000.00
190131A	5/30/2019	4M	Term Series 4M			0.00	1,000,000.00	0.00	1,000,000.00	1,000,000.00
190328	3/31/2020	4M	Term Series 4M			0.00	1,000,000.00	0.00	1,000,000.00	1,000,000.00
190131B	7/31/2019	4M	Term Series 4M			0.00	1,000,000.00	0.00	1,000,000.00	1,000,000.00
190131C	1/30/2020	4M	Term Series 4M			0.00	2,000,000.00	0.00	2,000,000.00	2,000,000.00
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		500,000.00	0.00	500,000.00
180831D	9/26/2019	4M	Term Series 4M			750,000.00		0.00	750,000.00	750,000.00
180406B	1/30/2019	4M	Term Series 4M		252589	1,000,000.00		1,000,000.00	0.00	1,000,000.00
180629E	1/30/2019	4M	Term Series 4M			500,000.00		500,000.00	0.00	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		1,000,000.00	0.00	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
									8,250,000.00	
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		350,000.00	0.00	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
									2,580,000.00	
170111	1/11/2019	ICD SEC	CD-CAPITAL ONE BANK	33954	140420S92	148,000.00		148,000.00	0.00	200,000
190118A	7/19/2021	ICD SEC	CD-TIAA FSB	34775	8727OLBQ5	0.00	156,000.00	0.00	156,000.00	156,000
190118B	1/19/2021	ICD SEC	CD-NBT BANK NA	7230	628779GB0	0.00	245,000.00	0.00	245,000.00	245,000
190128	1/28/2022	ICD SEC	CD-BMO HARRIS	16571	05581WK53	0.00	245,000.00	0.00	245,000.00	245,000
190130	1/30/2022	ICD SEC	CD-SECURITY FIRST BAN	5415	8142PAX9	0.00	245,000.00	0.00	245,000.00	245,000
190329	3/29/2022	ICD SEC	CD-FORTIS PRIVATE BAN	34401	3495FTBZ1	0.00	245,000.00	0.00	245,000.00	245,000
170112	1/11/2019	ICD SEC	CD-WORLDS FOREMOST	57079	981571CS9	100,000.00		100,000.00	0.00	200,000
170714B	1/14/2019	ICD SEC	CD-MEDALLION BANK	57449	58403D7B6	249,000.00		249,000.00	0.00	249,000
170119	1/18/2019	ICD SEC	CD-WORLDS FOREMOST	57079	981571CU4	100,000.00		100,000.00	0.00	200,000
170125B	1/25/2019	ICD SEC	CD-BANKERS West BANK	23210	06610TDQ5	109,000.00		109,000.00	0.00	200,000
180125	1/25/2019	ICD SEC	CD-BANNER BANK-Int at r	28489	06552XFNO	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		200,000.00	0.00	200,000
170125A	1/25/2019	ICD SEC	CD-WHITNEY BANK	12441	966594AV5	249,000.00		249,000.00	0.00	249,000
170731	1/31/2019	ICD SEC	CD-FIRST COMMERCIAL	57069	31984GEF2	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		200,000.00	0.00	200,000
161215	2/14/2019	ICD SEC	CD-MAIN STREET BANK (	57162	56034WAP6	249,000.00		249,000.00	0.00	200,000
160826C	2/28/2019	ICD SEC	CD-COMENITY CAP BANI	57570	20033ARR9	249,000.00		249,000.00	0.00	249,000
170228	2/28/2019	ICD SEC	CD-ESSA BANK & TRUST	28262	29667RPN7	249,000.00		249,000.00	0.00	249,000
170829B	3/1/2019	ICD SEC	CD-AMERICAN EXPRESS	27471	02587DX45	249,000.00		249,000.00	0.00	249,000
170330A	4/1/2019	ICD SEC	CD-NORTHFIELD BANK	28710	66612ABG2	249,000.00		249,000.00	0.00	249,000
170421	4/22/2019	ICD SEC	CD-UNITED COMMUNITY	19143	90983HAC8	249,000.00		249,000.00	0.00	249,000
171214A	6/14/2019	ICD SEC	CD-MIDLAND STATES BA	01040	59774QFF4	249,000.00		0.00	249,000.00	249,000
171214C	6/14/2019	ICD SEC	CD-ZB (ZION)	02270	98878BLQ9	249,000.00		0.00	249,000.00	249,000
161221	6/21/2019	ICD SEC	CD-ORRSTOWN BANK	00713	687377EA5	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		249,000.00	0.00	249,000
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
170714C	7/15/2019	ICD SEC	CD-MIDSOUTH BANK	25884	59805FAB5	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
170719A	7/19/2019	ICD SEC	CD-DISCOVER BANK	05649	2546726A1	100,000.00		0.00	100,000.00	100,000
170719C	7/19/2019	ICD SEC	CD-ENERBANK	57293	29266N5Q6	249,000.00		0.00	249,000.00	249,000
170719B	7/19/2019	ICD SEC	CD-PEOPLES UNITED BAI	27334	71270QQZZ	249,000.00		0.00	249,000.00	249,000
170721	7/22/2019	ICD SEC	CD-MERRICK BANK	34519	59013JZB8	249,000.00		0.00	249,000.00	249,000
170724	7/24/2019	ICD SEC	CD-EAST BOSTON SAVIN	33510	27119PBU4	249,000.00		0.00	249,000.00	249,000
170728C	7/29/2019	ICD SEC	CD-CITIZENS STATE BAN	00419	17669WGF6	249,000.00		0.00	249,000.00	249,000
170131	7/31/2019	ICD SEC	CD-CAPE COD	23287	13934CAB3	249,000.00		0.00	249,000.00	200,000
180216	8/16/2019	ICD SEC	CD-CATHAY BANK	18503	149159LY9	249,000.00		0.00	249,000.00	249,000
170222	8/22/2019	ICD SEC	CD-KEY BANK	17534	493065XF8	149,000.00		0.00	149,000.00	149,000
170829A	8/29/2019	ICD SEC	CD-AMERICAN EXPRESS	35328	02587CFQ8	249,000.00		0.00	249,000.00	249,000
171222	9/23/2019	ICD SEC	CD-SACO & BIDDEFORD I	17743	78577TAV7	249,000.00		0.00	249,000.00	249,000
170927	9/27/2019	ICD SEC	CD-KEY BANK	17534	49306SYU4	100,000.00		0.00	100,000.00	100,000
170330B	9/30/2019	ICD SEC	CD-CENTRAL FEDERAL S	27910	15347EAE9	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
171013	10/15/2019	ICD SEC	CD-LAKESIDE BANK	19573	51210SNQ6	101,000.00		0.00	101,000.00	101,000
170727	10/28/2019	ICD SEC	CD-PILOT BANK	27045	721531BT7	249,000.00		0.00	249,000.00	249,000
180430A	10/30/2019	ICD SEC	CD-FIRST GENERAL BAN	58060	320337CF3	200,000.00		0.00	200,000.00	200,000

2019 CASH AND INVESTMENT ACTIVITY

CITY INVEST #	STATED MAT DATE	BROKER	SECURITY DESCRIP	FDIC #	CUSIP	PRIN BAL 1/1/2019	PURCH 2019	SOLD/ MATURE 2019	BV PRIN BAL 12/31/2019	PAR
171127	11/27/2019	ICD SEC	CD-ROCKFORD BANK &	57927	77315PBM3	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
171130B	11/29/2019	ICD SEC	CD-PONCE DELEON	31189	73233AM1	53,000.00		0.00	53,000.00	53,000
171130A	11/29/2019	ICD SEC	CD-UNIVEST NATIONAL	07759	91527PBF3	249,000.00		0.00	249,000.00	249,000
181212A	12/12/2019	ICD SEC	CD-BANK OF BARODA	33681	06063HAW3	245,000.00		0.00	245,000.00	245,000
171213	12/13/2019	ICD SEC	CD-SALLIE MAE BANK	58177	795450G41	249,000.00		0.00	249,000.00	249,000
171215A	12/16/2019	ICD SEC	CD-HAMNI BANK	24170	410193CR9	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
171220A	12/20/2019	ICD SEC	CD-MB FINANCIAL	03628	55266CXT8	249,000.00		0.00	249,000.00	249,000
181228A	12/27/2019	ICD SEC	CD-BANK OF CHINA	33653	06428FFG7	245,000.00		0.00	245,000.00	245,000
171228C	12/27/2019	ICD SEC	CD-BELL BANK	19581	07815AAT4	249,000.00		0.00	249,000.00	249,000
171229A	12/27/2019	ICD SEC	CD-BRICKELL BANK	21220	10801DAM3	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
180302	1/2/2020	ICD SEC	CD-AXIOM BANK	31390	05464LAV3	200,000.00		0.00	200,000.00	200,000
180124A	1/24/2020	ICD SEC	CD-CROSSFIRST BANK	58648	2766ACD5	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
180129	1/29/2020	ICD SEC	CD-FORTUNE BANK	58107	34969RCD8	248,000.00		0.00	248,000.00	248,000
180730	2/28/2020	ICD SEC	CD-METABANK	30776	59101LEF0	245,000.00		0.00	245,000.00	245,000.00
180926A	3/26/2020	ICD SEC	CD-QUONTIC BANK	57807	74909QAW9	245,000.00		0.00	245,000.00	245,000
170928	3/27/2020	ICD SEC	CD-CONNECTONE BANK	57919	20786ABV6	249,000.00		0.00	249,000.00	249,000
170929	3/27/2020	ICD SEC	CD-LANDMARK COMM B	34982	51507LBM5	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
180406C	4/6/2020	ICD SEC	CD-SYNCHRONY BANK-S	27314	87164WUX4	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
180417	4/17/2020	ICD SEC	CD-SOUTHWEST NATION	4801	845182BK9	151,000.00		0.00	151,000.00	151,000
180727B	4/27/2020	ICD SEC	CD-PLUS INTERNATIONA	57083	7294OUJH9	245,000.00		0.00	245,000.00	245,000.00
180430B	4/30/2020	ICD SEC	CD-MAGYAR BANK-Semi	30704	55977RBP7	225,000.00		0.00	225,000.00	225,000
181217A	5/18/2020	ICD SEC	CD-FIRST SOURCE BANK	9087	33646CKN3	245,000.00		0.00	245,000.00	245,000
170922	5/26/2020	ICD SEC	CD-TEXAS EXCHANGE B.	20096	88241TCA6	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
180531A	5/29/2020	ICD SEC	CD-STEARNS BANK	10988	857894WV9	249,000.00		0.00	249,000.00	249,000
180530	5/29/2020	ICD SEC	CD-WEX BANK-Semiannua	34697	92937CHA9	249,000.00		0.00	249,000.00	249,000
181207	6/8/2020	ICD SEC	CD-CIT BANK	58978	12556LAN6	245,000.00		0.00	245,000.00	245,000
181212B	6/12/2020	ICD SEC	CD-BANK OF AMERICA	3510	06051VD37	245,000.00		0.00	245,000.00	245,000
171215B	6/15/2020	ICD SEC	CD-PACIFIC CITY BANK	57463	69406PCT4	249,000.00		0.00	249,000.00	249,000
181214	6/15/2020	ICD SEC	CD-PINNACLE BANK	35583	72345SHM6	245,000.00		0.00	245,000.00	245,000
181221	6/22/2020	ICD SEC	CD-BROOKLINE BANK	17798	11373QFZ6	245,000.00		0.00	245,000.00	245,000
181228B	6/29/2020	ICD SEC	CD-COMMUNITY FIRST E	57511	20368TCH1	245,000.00		0.00	245,000.00	245,000
180706	7/6/2020	ICD SEC	CD-ORIENTAL BANK	31469	68621KBWO	245,000.00		0.00	245,000.00	245,000.00
180117	7/17/2020	ICD SEC	CD-CITIZENS NATIONAL	06531	175144DH4	150,000.00		0.00	150,000.00	150,000
180718A	7/20/2020	ICD SEC	CD-UNITED STATE BANK	12214	91153QAE6	245,000.00		0.00	245,000.00	245,000.00
170726	7/27/2020	ICD SEC	CD-GOLDMAN SACHS	33124	38148PLS4	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
180831A	8/31/2020	ICD SEC	CD-PROVIDENT BANK	90141	743837DK9	204,000.00		0.00	204,000.00	204,000.00
180921A	9/21/2020	ICD SEC	CD-DISCOVER BANK	5649	254673TS5	145,000.00		0.00	145,000.00	145,000
180921B	9/21/2020	ICD SEC	CD-READING COOP BANI	26620	755324BQ2	245,000.00		0.00	245,000.00	245,000
171012	10/13/2020	ICD SEC	CD-ALLY BANK	57803	03006L5Z2	74,000.00		0.00	74,000.00	74,000
181217B	10/16/2020	ICD SEC	CD-FARM BUREAU BANK	35157	307660LA6	245,000.00		0.00	245,000.00	245,000
171027	10/27/2020	ICD SEC	CD-THIRD FEDERAL SAV	30012	88413QBS6	249,000.00		0.00	249,000.00	249,000
181213	12/14/2020	ICD SEC	CD-ALLY BANK	57803	02007GGP2	75,000.00		0.00	75,000.00	75,000
181228F	12/28/2020	ICD SEC	CD-BANK OF PRINCETON	58513	065452OAV1	245,000.00		0.00	245,000.00	245,000
181228E	12/28/2020	ICD SEC	CD-FIRST BANK OF PUER	30387	33767A6W6	249,000.00		0.00	249,000.00	249,000
171229B	12/29/2020	ICD SEC	CD-STATE BANK OF FEN	11406	856188AV9	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
180713B	7/13/2021	ICD SEC	CD-FIRST FINANCIAL NW	29058	32022MAW8	245,000.00		0.00	245,000.00	245,000.00
180713A	7/13/2021	ICD SEC	CD-SPIRIT BANK	4048	848608DE2	249,000.00		0.00	249,000.00	249,000.00
180717	7/16/2021	ICD SEC	CD-CURRIE STATE BANK	8833	23130SDL4	245,000.00		0.00	245,000.00	245,000.00
180831B	8/31/2021	ICD SEC	CD-PEOPLES SECURITY I	7514	712303AA4	245,000.00		245,000.00	0.00	245,000.00
180718B	10/18/2021	ICD SEC	CD-HERITAGE BANK	30090	42724JEH4	245,000.00		0.00	245,000.00	245,000.00
181228D	12/28/2021	ICD SEC	CD-BAR HARBOR BANK &	11971	066851WK8	245,000.00		0.00	245,000.00	245,000
181228C	12/28/2021	ICD SEC	CD-BMW BANK	35141	05580AQB3	96,000.00		0.00	96,000.00	96,000
180731B	1/31/2022	ICD SEC	CD-IROQUOIS FEDERAL S	29675	46355PCM8	245,000.00		0.00	245,000.00	245,000.00
180727A	7/27/2022	ICD SEC	CD-KANSAS STATE BANK	19899	50116CBY4	245,000.00		0.00	245,000.00	245,000.00
180725A	7/25/2023	ICD SEC	CD-COMMERCIAL BANK	18584	201282HW3	245,000.00		0.00	245,000.00	245,000.00
180629B	6/25/2020	ICD SEC	CD-FIRST INTERNET BAN	34607	32056GC21	249,000.00		0.00	249,000.00	249,000
									20,815,000.00	
160606	5/1/2020	Northland	ANCHOR BAY MI SCH DISTRICT		355185-PJ-2	500,000.00		0.00	500,000.00	500,000
190220A	3/1/2021	Northland	FRANKLIN WIS TAX		419791-U97		500,000.00	0.00	500,000.00	500,000
190424	5/15/2022	Northland	TEXAS A&M TAX		88213AEH4		130,000.00	0.00	130,000.00	130,000
190404	9/1/2026	Northland	TUSCOLA COUNTY MISC TAX		900764RL7		395,000.00	0.00	395,000.00	395,000
190402	2/1/2028	Northland	CLOQUET MN TAX		189036-PS-9		150,000.00	0.00	150,000.00	150,000
190220B	11/1/2023	Northland	HAWAII ST GO BONDS		214471-PA-6		200,000.00	0.00	200,000.00	200,000
190227	12/1/2025	Northland	COOK COUNTY SCHOOL DISTRICT		032879-TC-2		500,000.00	0.00	500,000.00	500,000

2019 CASH AND INVESTMENT ACTIVITY

CITY INVEST #	STATED MAT DATE	BROKER	SECURITY DESCRIP	FDIC #	CUSIP	PRIN BAL 1/1/2019	PURCH 2019	SOLD/ MATURE 2019	BV PRIN BAL 12/31/2019	PAR
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		645,000.00	0.00	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
180913	7/31/2023	Northland	CD-BANK NEW ENGLAND SALEM		06426K-AN-8	245,000.00		0.00	245,000.00	245,000
180725B	7/25/2023	Northland	CD-SMARTBANK		83172H-DT-4	245,000.00		0.00	245,000.00	245,000
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		120,000.00	0.00	120,000
140502	2/15/2020	Northland	COLLINGSWOOD NJ TAX		194756-PQ-9	145,000.00		0.00	145,000.00	145,000
180917	8/15/2019	Northland	CONNECTICUT STATE GO		20772J-QL-9	100,000.00		0.00	100,000.00	100,000
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
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
140320A	3/1/2019	Northland	HAWLEY MN SCHOOL DISTRICT		420416-EZ-8	390,000.00		390,000.00	0.00	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
180730	10/1/2024	Northland	HUBBARD COUNTY TAX		443348-DG-9	100,000.00		0.00	100,000.00	100,000
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
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		350,000.00	0.00	350,000
161101	3/1/2019	Northland	MARSHFIELD WI TAX		572852-W4-9	145,000.00		145,000.00	0.00	145,000
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		285,000.00	0.00	285,000
130702B	1/1/2021	Northland	MINNETONKA ISD #276		604195-VY-0	400,000.00		0.00	400,000.00	400,000
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
100803C	2/1/2019	Northland	NEW PRAGUE BAB		648159-TY-7	45,000.00		45,000.00	0.00	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
181011	10/1/2020	Northland	OKLAHOMA COUNTY ISD #6		678720-KJ-1	400,000.00		0.00	400,000.00	400,000
161003B	2/1/2019	Northland	OLIVIA MN TAX		681079-YE-3	95,000.00		95,000.00	0.00	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
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		25,000.00	0.00	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
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		145,000.00	0.00	145,000
110608	2/1/2019	Northland	WADENA MN BAB		930217-JD-7	95,000.00		95,000.00	0.00	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
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
									13,135,000.00	
181228G	12/28/2021	UBS	CD-ALLY BANK		02007GGT4	100,000.00		0.00	100,000.00	100,000
190118C	1/18/2024	UBS	CD-STATE BANK INDIA II	33682	856283G91	0.00	245,000.00	0.00	245,000.00	245,000
190506	1/19/2027	UBS	FFCB		3133EG467	0.00	264,000.00	0.00	264,000.00	264,000
190418	12/5/2024	UBS	CD-DELTA NATIONAL BA	26633	2477RBD6	0.00	200,000.00	0.00	200,000.00	200,000
190408	4/10/2023	UBS	CD-SILVERGATE BANK	27330	828373FH8	0.00	245,000.00	0.00	245,000.00	245,000
190401	5/25/2027	UBS	FHLB STEP		3130A86VO	0.00	300,000.00	0.00	300,000.00	300,000
190123	1/25/2021	UBS	CD-ALLEGIANCE BANK	58629	01748DBM7	0.00	245,000.00	0.00	245,000.00	245,000
190322	3/22/2022	UBS	CD-MEDALLION BANK	57449	58404DDP3	0.00	245,000.00	0.00	245,000.00	245,000
190325	3/25/2024	UBS	CD-BANK HAPOALIM	33686	06251AW48	0.00	245,000.00	0.00	245,000.00	245,000

2019 CASH AND INVESTMENT ACTIVITY

CITY INVEST #	STATED MAT DATE	BROKER	SECURITY DESCRIP	FDIC #	CUSIP	PRIN BAL 1/1/2019	PURCH 2019	SOLD/ MATURE 2019	BV PRIN BAL 12/31/2019	PAR
190327	3/28/2022	UBS	CD-VALLEY NATIONAL E	9396	919853DK4	0.00	245,000.00	0.00	245,000.00	245,000
190315	3/15/2024	UBS	CD-COMENITY CAPITAL	57570	20033AS31	0.00	245,000.00	0.00	245,000.00	245,000
190306	3/6/2025	UBS	CD-FIRST NATIONAL BAI	5005	32115AAG7	0.00	245,000.00	0.00	245,000.00	245,000
181214	12/14/2021	UBS	CD-BMW BANK		05580AQA5	95,000.00		0.00	95,000.00	95,000
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		400,000.00	0.00	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	5/28/2038	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
020826	10/15/2022	UBS	FHR 1391D		312912LUO	402.24		75.04	327.20	59,990
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
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	491.52		79.19	412.33	52,000
001127	7/25/2022	UBS	FNR G92-35		31358PHV2C	439.00		85.79	353.21	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
130606B	11/1/2019	UBS	NYC GEN TAX		64971QH63	1,000,000.00		0.00	1,000,000.00	1,000,000
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
									22,118,092.74	
	TOTAL INVESTMENTS					66,545,332.76	10,735,000.00	10,382,240.02	66,898,092.74	

2019 CASH AND INVESTMENT ACTIVITY

CITY INVEST #	STATED MAT DATE	BROKER	SECURITY DESCRIP	FDIC #	CUSIP	PRIN BAL 1/1/2019	PURCH 2019	SOLD/ MATURE 2019	BV PRIN BAL 12/31/2019	PAR
			Unamortized Premiums			1,458,475.04	4,204.00		1,462,679.04	
			Unamortized Discounts			(3,416,804.32)	(14,538.30)		(3,431,342.62)	
			BOW			8,411,896.01	11,306,445.13	12,732,361.10	6,985,980.04	
			Money Market Accounts			4,759,980.08	3,576,119.48	5,000,000.00	3,336,099.56	
			Net Cash and Investments			77,758,879.57	25,607,230.31	28,114,601.12	75,251,508.76	

CC Regular Session **4. 2.**

Meeting Date: 05/14/2019

By: Chris Anderson, Community Development

Information

Title

Consider Multiple Actions for a Proposed Expansion at 6601 McKinley St NW (Project No. 19-106): Case of ACE Solid Waste, Inc.

1. Resolution #19-082 Approving Amended Conditional Use Permit
2. Resolution #19-083 Approving Site Plan and Development Agreement

Purpose/Background:

The City has received an application from ACE Solid Waste, Inc. (the "Applicant") for a proposed expansion of their existing transfer station at 6601 McKinley St NW (the "Subject Property"). The project requires multiple actions by the City, including a variance to off-street parking/maneuvering setbacks, an amendment to an existing Conditional Use Permit, and Site Plan approval.

In 2018, the Applicant received approval of a plat that combined two parcels into one as well as a zoning amendment to secure a single zoning designation for the entire parcel. Those previous actions were completed by the Applicant in anticipation of an expansion of their transfer station, which is now moving forward.

The Planning Commission did approve a variance for off-street parking and maneuvering areas from public road right-of-way at their April 4, 2019 meeting.

Notification:

Staff has attempted to notify all Property Owners within 350 feet of the Subject Property, as listed in the Anoka County records, via Standard US Mail of the Public Hearing for the Variance and amendment to the Conditional Use Permit and has published a notice in the Anoka Union Herald.

Observations/Alternatives:

General Background

The Subject Property is just over ten (10) acres in size and, as previously noted, is located in the E-2 Employment District. The surrounding properties are all industrial in nature and are located in the E-1 Employment District, E-2 Employment District, or Planned Unit Development (PUD) - Industrial. The proposed expansion is 8,066 square feet and would extend the existing transfer station north, toward 141st Avenue NW. East of the proposed expansion is Basalt Street, a dirt/gravel road that provides the sole access to a single business and provides a secondary access to one other business. Basalt Street terminates at the boundary of the Subject Property. The expansion of the transfer station has been prompted due to the recent closing of the Great River Energy Processing Plant that was located in Elk River.

Site Plan

The Applicant is proposing an 8,066 square foot expansion on the north side of the existing transfer station, as well as eleven (11) new parking stalls for refuse trucks and a concrete pad for a year-round opportunity for residents to drop of recyclable materials. The expansion would include a depressed loading dock that allows a semi tractor/trailer to enter the transfer station below the tipping floor. There would also be 3 overhead doors. One door is on the north elevation and two doors are on the east elevation. Materials collected from the route trucks would be tipped (or dumped) onto the floor, and then pushed into a semi trailer for hauling to the final destination. This creates a much more efficient process than sending individual route trucks to dump their loads at a final destination.

Access to the Subject Property would be from 141st Avenue NW. Refuse, including garbage or recycling trucks, would enter the Subject Property and stop on an in-ground scale before entering the transfer station. Route trucks may exit the Subject Property either back onto 141st Avenue or via McKinley Street to the south. All semi tractor trailers will exit the Subject Property onto McKinley Street.

The exterior finish of the building expansion will match that of the existing finish, which consists of raked precast panels with a smooth, painted band. The building coverage, building height, and building setbacks all comply with the bulk standards of the E-2 Employment District. However, the proposed additional parking stalls for refuse trucks are within the required twenty (20) foot setback. A variance application to address this encroachment was submitted by the Applicant and, as previously noted, was approved by the Planning Commission on April 4, 2019.

Amended Conditional Use Permit
The Applicant secured a Conditional Use Permit (CUP) for the construction and operation of a mixed solid waste and recycling transfer station in 2000 (approved by Resolution #00-04-104). The existing CUP allowed for up to a 17,100 square foot transfer station. The proposed expansion is 8,066 square feet, for a total building size of 16,137 square feet. This is within the parameters of the existing CUP. However, the proposed expansion differs from the original layout. Staff has carried over all the applicable terms from the original CUP and added an exhibit to identify the location of the transfer station. No other changes are proposed for the CUP. It should be noted that the Applicant has already obtained the necessary approvals from state agencies for this proposed expansion.

The Planning Commission conducted a Public Hearing on this request at their April 4, 2019 meeting. There were several questions from a nearby business regarding the operation but no opposition was expressed. No other written or verbal comments were received regarding the request.

Alternatives

Alternative 1: Adopt Resolutions #19-082 and #19-083 granting approval of an Amended Conditional Use Permit, the Site Plan, and Development Agreement for for the proposed transfer station expansion. The action was supported by the Planning Commission.

Alternative 2: Adopt a modified version(s) of Resolutions #19-082 and #19-083 granting approval of an Amended Conditional Use Permit, the Site Plan, and Development Agreement for the proposed transfer station expansion.

Alternative 3: Deny the requested Amended Conditional Use Permit and Site Plan.

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

Recommendation:
The Planning Commission recommends adopting Resolutions #19-082 and #19-083 granting approval of an Amended Conditional Use Permit, Site Plan and Development Agreement for the proposed expansion of the transfer station.

Action:
Motion to adopt Resolution #19-082 granting approval of an Amended Conditional Use Permit and Resolution #19-083 granting approval of the Site Plan and Development Agreement for a proposed expansion of the transfer station on the Subject Property.

Attachments

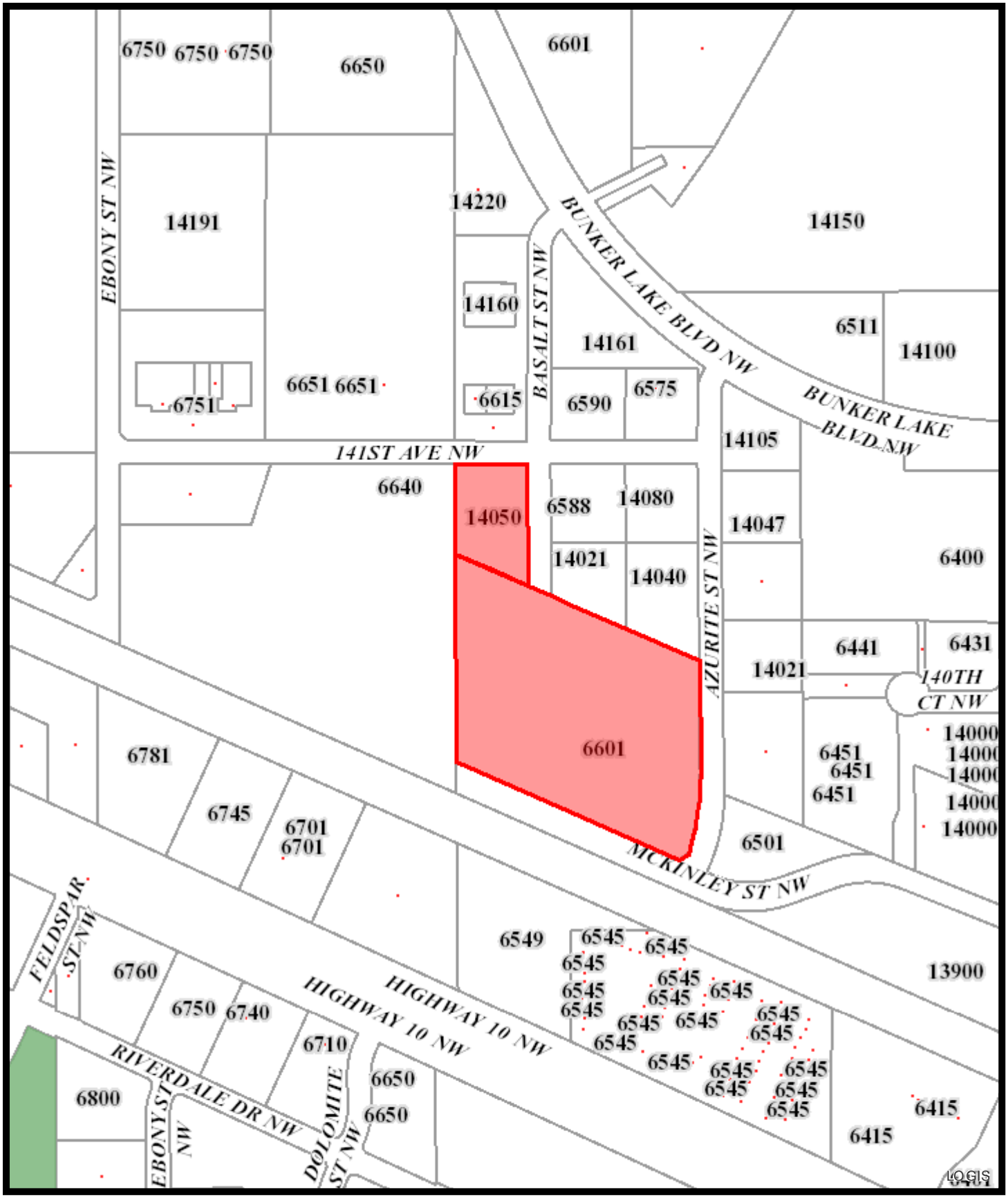
Site Location Map
Site Plan

Photos of Existing Transfer Transfer Station
Existing CUP (Res. #00-04-104)
Aerial View of Subject Property with Proposed Expansion
Staff Review Letter
Draft Planning Commission Meeting Minutes Dated April 4, 2019
Development Agreement
Resolution #19-082: Amended Conditional Use Permit
Resolution #19-083: Site Plan and Development Agreement

Form Review

Inbox	Reviewed By	Date
Tim Gladhill	Tim Gladhill	05/09/2019 09:39 AM
Kurt Ulrich	Kurt Ulrich	05/09/2019 11:13 AM
Form Started By: Chris Anderson		Started On: 04/24/2019 12:01 PM
Final Approval Date: 05/09/2019		

Site Location Map



Feet
0 90 180 360 540 720

Print Date: March 13, 2019

3/28/2019 3:30:16 PM

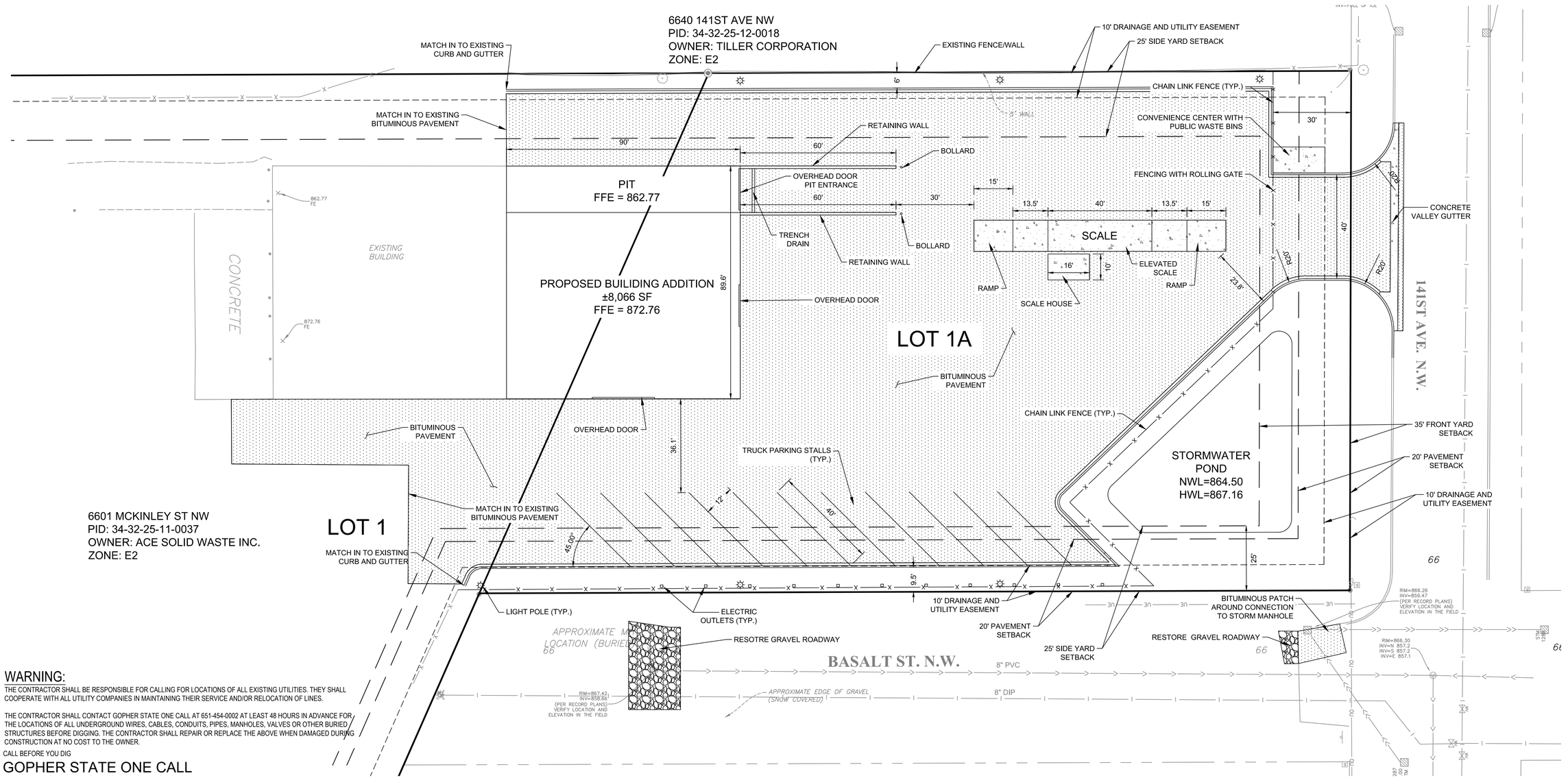
SITE DATA AND ZONING REQUIREMENTS SUMMARY		
LEGAL DESCRIPTION		LOT 1 AND 1A, BLOCK 1, ACE ADDITION
EXISTING ZONING		E-2 EMPLOYMENT ZONE
PROPOSED ZONING		E-2 EMPLOYMENT ZONE
PROPOSED USE		SOLID WASTE TRANSFER FACILITY
LOT AREA		
	LOT 1	384,149 SF (8.82 ACRES)
	LOT 1A	58,254 SF (1.34 ACRES)
	TOTAL	442,403 SF (10.16 ACRES)
SETBACKS - BUILDING		
	FRONT	35 FEET
	REAR	25 FEET
	SIDE	25 FEET
SETBACKS - PARKING/PAVING		
	PARKING AND PAVEMENT FROM STREET RIGHT OF WAY	20 FEET
MAX. BUILDING HEIGHT		65 FEET
MAX. LOT COVERAGE		45 PERCENT

BUILDING AREA		
	BUILDING AREA (SF)	# OF STORIES
EXISTING BUILDING (LOT 1)	19,895	1
EXISTING BUILDING 2 (LOT 1)	8,071	1
PROPOSED ADDITION (LOT 1/LOT 1A)	8,066	1
TOTAL BUILDING AREA	36,032	
NUMBER OF EMPLOYEES (BUILDING 2/NEW ADDITION)		2

PARKING SUMMARY	
PARKING REQUIREMENTS	ONE SPACE FOR EACH 1000 SQUARE FEET OF FLOOR SPACE
PARKING STALLS REQUIRED	37
EXISTING PASSENGER CAR PARKING	120 (ALL LOCATED ON LOT 1)
PROPOSED PASSENGER CAR PARKING	120 (ALL LOCATED ON LOT 1)

IMPERVIOUS AREA CALCULATIONS					
EXISTING	IMPERVIOUS		PERVIOUS		TOTAL AREA (SF)
	AREA (SF)	% OF TOTAL	AREA (SF)	% OF TOTAL	
LOT 1	266,956	69.49%	117,193	30.51%	384,149
LOT 1A	-	0.00%	58,254	100.00%	58,254
TOTAL	266,956	60.34%	175,447	39.66%	442,403
PROPOSED	IMPERVIOUS		PERVIOUS		TOTAL AREA (SF)
	AREA (SF)	% OF TOTAL	AREA (SF)	% OF TOTAL	
LOT 1	273,662	71.24%	110,487	28.76%	384,149
LOT 1A	44,421	76.25%	13,833	23.75%	58,254
TOTAL	318,083	71.90%	124,320	28.10%	442,403

0 20 40
GRAPHIC SCALE IN FEET



WARNING:

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

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

CALL BEFORE YOU DIG

GOPHER STATE ONE CALL

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

WENCK
Responsive partner. Exceptional outcomes.
7500 OLSON MEMORIAL HWY
SUITE 300
GOLDEN VALLEY, MN 55427
PHONE: 763-252-6800
FAX: 952-831-1268
WWW.WENCK.COM

SUB CONSULTANT:

CLIENT:
WASTE CONNECTIONS

PROJECT TITLE:
ACE SOLID WASTE TRANSFER STATION EXPANSION
6601 MCKINLEY ST NW
RAMSEY, MN 55301

ISSUE NO:	DESCRIPTION:	DATE:
1	LAND USE APPLICATION SUBMITTAL	3/7/2019

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 REGISTERED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

NOT FOR CONSTRUCTION

LICENSE NO.:
DATE:

PROJECT NO.: 3053-0151

DWN BY:	CHK'D BY:	APP'D BY:
NPCT	RAG	RAG

ISSUE DATE: 3/7/19
ISSUE NO.: 1
SHEET TITLE: SITE PLAN
SHEET NO.: C-103

M:\3053\0151 Ramsey Transfer Station\DESIGN\CAD\PLAN\SHEETS\C-103 Site Plan.dwg

ACE

1517499

34-32-25-12-0012

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

RESOLUTION #00-04-104

RESOLUTION APPROVING THE ISSUANCE OF A CONDITIONAL USE PERMIT FOR THE OPERATION OF A TRANSFER STATION FOR MIXED SOLID WASTE AND RECYCLABLE MATERIALS, BASED ON FINDINGS OF FACT #0518, AND DECLARING TERMS OF SAME

WHEREAS, Ace Solid Waste, Inc. (the "Permittee") has properly applied to the City of Ramsey (the "City") for a conditional use permit (the "Permit") on the property legally described as follows:

> Lot 2, AUDITOR'S SUBDIVISON NUMBER 30, except the southwesterly 80 feet thereof, subject to easements of record, Anoka County, Minnesota
>
> (the "Site"); and

WHEREAS, The Planning Commission met on April 10, 2000, conducted a public hearing and recommended City Council approval of the request.

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

A conditional use permit for the construction and operation of a 17, 100 square foot transfer station for mixed solid waste and recyclable materials on the Site is hereby granted to the Permittee.

1. This permit is perpetual in its duration so long as the terms imposed herein are complied with.

2. The Permittee shall provide the City with copies of all applicable government permits and permit renewals as they are granted. The Permittee shall also copy the City on all notices of violations, fines or permit revocations received relating to these permits.

3. The development of the transfer station on the Site shall be in accordance with the following: a) Site Plan Sheet A1 prepared by Lampert Architects dated February 14, 2000, revision dated February 24, 2000; b) Floor Plan Sheet A2 prepared by Lampert Architects dated March 28, 2000; c) Elevations Sheet A3 prepared by Lampert Architects dated March 28, 2000; d) Landscape Plan Sheet L1 prepared by Lampert Architects dated February 25, 2000; e) Preliminary Grading, Drainage, Erosion Control and Utility Plan prepared by Plowe Engineering, Inc. dated February 11, 2000; and f) a written description of the transfer station entitled "Phase II – Ace Solid Waste Recycling And Transfer Facility, Ramsey, MN", dated March 24, 2000.

4. All building plans must be approved by the City of Ramsey Building Official to make this Permit effective.

5. Fire lanes shall be maintained on the Site. The exact location of these items on the Site and any required signing shall be as directed by the City's Fire Chief.

6. The hours of operation shall not exceed 7:00 a.m. to 5:00 p.m. Monday through Friday. Any deviation from these hours of operation shall require prior special approval by the City Administrator or his/her designee. The City Council shall be notified of the temporary change in hours.

7. There shall be no on-site, exposed or contained, exterior overnight storage of solid waste from the tipping floor. Any overnight storage of mixed solid wastes is restricted to semi-trailers parked inside the transfer station. Inside storage of mixed solid wastes shall be prohibited for periods in excess of 24 hours. No mixed solid wastes shall be stored on the tipping floor overnight. No additional exterior storage shall be allowed on the site.

8. On-site storage or handling of hazardous waste materials is prohibited as a planned mode of operation. Hazardous waste materials inadvertently delivered to the facility shall be promptly removed from the site in accordance with County and State requirements.

9. No loading or unloading by reason of tipping or use of other equipment shall occur outside a fully enclosed structure. Cleaning of equipment or containers used as a part of the transfer station operation or the cleaning of the interior of vehicles shall occur inside a fully enclosed structure. All run-offs, wastewater, greywater or other effluent shall be managed in full compliance with all applicable local, state and federal regulations.

10. All stacking of trucks and other equipment shall occur on-site and off of public right-of-way.

11. Run-off shall be contained on the Site and shall be in accordance with the approved grading and drainage plans.

12. Any lighting installed on the structure or in the parking lot is subject to the prior approval of the City Engineer and shall be designed so as to deflect light away from Hwy. #10. Bulbs emitting in excess of 3,000 lumens (150 watts) shall be so directed that the bulb is not visible from off of the property where such light source is located.

13. The Permittee shall provide the City with a plan for rodent control that shall include, but not be limited to, a contract with a licensed pest control operator for regular service.

14. The Permittee shall be responsible for removing debris beyond the site boundaries determined to be caused by vehicles using the transfer station and wind blown debris. Debris removal activities shall be instituted promptly following information of such accumulation. In the event the Permittee fails to remove debris within 24 hours of notice of accumulation by the City, the City may cause such debris to be removed. The City shall bill the cost of such removal to the Permittee and payment shall be remitted within 30 days of the date of such billing. Visual checks for employees of the Permittee shall make debris accumulation at least once daily.

15. That the operation of the transfer station and the emission of noise, odors, dust, or other particulate matter from the site and operation shall be in compliance with and regulated by the State of Minnesota Pollution Control standards. The Permittee shall annually, or more

frequently as determined by the City, submit noise analysis reports and air quality reports to the City.

16. The emission of noxious matter shall be controlled so that no concentration of such matter, at or beyond the lot line, will be detrimental to or endanger the public health, safety, comfort, or general welfare or cause damage to property. Noxious matter means any solid, liquid or gaseous material including but not limited to gases, vapors, odor, dusts, fumes, mists, or combinations thereof, the emission of which is detrimental to or endangers the public health, safety, comfort or general welfare or causes damage to property.

17. All parking areas, driveways, circulation and stacking lanes and parking areas shall be designed, surfaced and curbed in accordance with City Code.

18. All trucks and equipment destined to or away from the site, except for personal vehicles, shall be restricted to designated routes established by the City. The operator of any transfer station shall be responsible for notifying truck operators of the route designation by the City. The City will not revoke a Conditional Use Permit granted under this subsection for off-site violations beyond the control of the transfer station operator and owner.

19. That all costs incurred by the City in administering and enforcing this permit shall be the responsibility of the Permittee.

20. That the City Administrator or his designee shall have the right to inspect the Site for compliance and safety purposes annually or at any time upon reasonable request.

21. That the failure of the City at any time to require a performance by the Permittee of any provisions herein shall in no way affect the right of the City thereafter to enforce the same. Nor shall waiver by the City of any breach of any of the provisions hereof be taken or held to be a waiver of any succeeding breach of such provision or as a waiver of any provision itself.

22. All applicable City ordinances not specifically covered herein shall become a part of this Permit.

23. That if any provision of this Permit shall be declared void or unenforceable, the other provisions shall not be affected but shall remain in full force and effect.

24. That this Permit shall not be considered modified, altered, changed or amended in any respect unless in writing and signed by the City and the Permittee.

25. That the violation of any of the material terms of this Permit is grounds for suspension or revocation hereof consistent with applicable law. Furthermore, the City specifically reserves the right to amend, suspend, or revoke this Permit consistent with applicable law as reasonably required to protect the public health, safety and welfare and the environment. Specifically, but without limiting the foregoing, the City may amend, suspend, or revoke this Permit, consistent with applicable law, if the City Council reasonably determines that continued operation of the facility places the public health, safety or welfare or the environment in jeopardy or creates a public nuisance due to odors, litter, debris or other nuisance factors.

26. That if the Permittee or its successors or assigns violates any material term or condition imposed by this Permit, it may be revoked and terminated consistent with applicable law. Without limiting the foregoing, the violation of any statute, regulation, ordinance or permit condition imposed by lawful governmental authority and governing operations on the site is grounds for revocation and termination of this Permit, consistent with applicable law. The change, alteration or amendment of any such statute, regulation, ordinance or permit

condition by any governmental authority other than the City, shall not excuse the Permittee from compliance with statutes, regulations, ordinances or Permit conditions in effect on the date of the original issuance of this permit unless compliance is waived or excused by the City.

27. The Permittee shall be responsible for all City costs incurred in administering and enforcing this Permit. Said expenses shall be paid within fifteen (15) days of billing by the City and 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. The Permit Holder shall maintain a $2,000.00 balance in an escrow account with the City. This escrow shall be used to reimburse the City for expenses incurred in the administration of this permit in the event the Permit Holder fails to pay the City expenses within the fifteen (15) day billing period. The City reserves the right to use these funds to pay for testing services as necessary.

28. The Permittee agrees that this Permit shall be recorded in the office of the Anoka County Recorder and agrees that the terms and provisions of this Permit shall be a covenant on any and all deeds relative to the property.

29. This Permit is contingent upon a certified wetland delineator reviewing site and verifying that there are no wetlands on the Site.

30. This Permit is contingent upon a determination that there is direct access from the site to Azurite Street N.W. and McKinley Street N.W.

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

Mayor Thomas Gamec
Councilmember Terry Hendriksen
Councilmember Margaret Connolly
Councilmember Susan Anderson
Councilmember Gerald Zimmerman

and the following voted against the same:

None

and the following abstained:

None

and the following were absent:

None

whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 25th day of April, 2000.

Ace Solid Waste, Inc. hereby acknowledges receipt of this conditional use permit and acknowledges that they have reviewed the conditions of this permit and have agreed that they will cause compliance with the terms of this permit.

ACE SOLID WASTE, INC.

By: _____

Its: President

STATE OF MINNESOTA)
) ss.
COUNTY OF ANOKA)

On this 17 day of July, 2000, before me a Notary Public, personally appeared Andrew Scheizer, the president of Ace Solid Waste, Inc, a corporation under the laws of the State of Minnesota, on behalf of the Corporation.

MICHELE HANSEN
NOTARY PUBLIC - MINNESOTA
MY COMMISSION EXPIRES JAN. 31, 2005

_____
Notary Public

CITY OF RAMSEY:

By: _____
Mayor Thomas G. Gamec

By: _____
City Administrator James E. Norman

STATE OF MINNESOTA)
) ss.
COUNTY OF ANOKA)

On this 26th day of July, 2000, before me, a Notary Public, personally appeared Thomas G. Gamec and James E. Norman, to me personally known, who, being each by me duly sworn did say that they are respectively the Mayor and City Administrator 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 Thomas G. Gamec and James E. Norman acknowledge said instrument to be the free act and deed of said Municipal Corporation.

JO ANN M. THIELING
Notary Public
Minnesota
My Commission Expires Jan. 31, 2005

_____
Notary Public

This document drafted by:
The City of Ramsey
15153 Nowthen Blvd. N.W.
Ramsey, Mn 55303

This document reviewed by:
Randall, Dehn and Goodrich
2140 Fourth Avenue
Anoka, Mn 55303

CITY OF RAMSEY MUNICIPAL CORP. ANOKA COUNTY, MINN.

ABSTRACT

Receipt # 64980/$29.50

Date/Time: 8/11 / 1700

Doc. Order 1 of 1

✓ by: Pins:

Recordability / Delqs:

Filing Fees: 29.50 US

Well Certificate
Received this Date: _____
Anoka County Recorder

☐ Certified Copy
Date Mailed _____

☐ Tax Liens / Releases

☐ Multi-Co Doc Tax Pd

☐ Transfer ☐ New Desc.

☐ Division ☐ GAC

☐ Status ☐ Def. Spec

☐ Other ☑ No Change

Notes:

Margin

8/2

DOCUMENT NO. 1517499.0 ABSTRACT

ANOKA COUNTY MINNESOTA

I HEREBY CERTIFY THAT THE WITHIN INSTRUMENT WAS FILED IN THIS OFFICE
FOR RECORD ON AUG 11 2000
AT 5:00 PM AND WAS DULY RECORDED.
FEES AND TAXES IN THE AMOUNT OF $29.50 PAID.

RECEIPT NO. 2000064980

EDWARD M. TRESKA
ANOKA COUNTY PROPERTY TAX ADMINISTRATOR/RECORDER/REGISTRAR OF TITLES

BY EIC
DEPUTY PROPERTY TAX ADMINISTRATOR/RECORDER/REGISTRAR OF TITLES

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CITY OF RAMSEY LAND USE APPLICATION
TECHNICAL REVIEW FILE

DATE	MARCH 29, 2019 REVISED MAY 1, 2019	**PROJECT ADDRESS**	6601 MCKINLEY STREET
PROJECT. TITLE	ACE SOLID WASTE SITE PLAN, VARIANCE, AND CUP AMENDMENT		
ESCROW #	116829		
DEPARTMENT:	Community Development: Planning Division		
TECHNICAL REVIEWER:	Name: Chris Anderson Phone: 763-433-9817 Email: canderson@cityoframsey.com		

Site Plan, Variance, and Conditional Use Permit Amendment Review

We offer the following comments regarding the Site Plan, Variance, and Conditional Use Permit Amendment submittal for an expansion of an existing transfer facility as it relates to the City's Zoning Code. The plan set consists of eighteen (18) sheets prepared by Wenck and dated March 7, 2019.

Staff provides the following comments on the Plan Set that require revision (~~strikethrough text~~ represents corrections that have been addressed; *italicized text* were corrections identified with the initial review that have yet to be corrected):

Sheet C-103

- ~~Details on the proposed chain link fence shall be provided. At a minimum, plan set shall specify fence height and whether there will be any security features (e.g. will there be barbed wire at the top of the fence). Add a detail to the plan set.~~
- ~~Provide details/information about the proposed Convenience Center pad located along 141st Ave.~~
  - ~~What sort of containers will be on that pad?~~
  - ~~Will there be fencing around the containers? If so, provide details.~~
  - ~~What materials will be collected in that location?~~
  - How will illegal dumping be monitored/addressed?
- ~~Provide specifications for proposed lighting fixtures.~~
- ~~Bulbs in excess of 150 watts shall be shielded so the source of light is not visible from off of the property and all lighting shall be arranged to deflect light away from adjoining public roads.~~
- ~~Can the stall depth along Basalt Street be reduced at all? It appears that the existing stall depth for ACE trucks behind their main building is between 35-40 feet. If depth can be reduced, it lessens the degree of the requested variance.~~

Sheet C-201

- ~~Reminder that a Lower Rum River Watershed Management Organization (LRRWMO) permit is required before breaking ground with any activity.~~

Sheet C-901

- ~~Lighting used to illuminate the building, any signage, and/or off-street parking areas shall be arranged to deflect light away from adjoining public streets (Basalt St and 141st Ave). Add note to plan sheet.~~
- ~~Specifications for the proposed light fixtures shall be provided. Bulbs are in excess of 150 watts and thus must be recessed within the fixture(s) so that the source of light (bulb) is shielded from view from roads and adjacent properties.~~

Sheet G-102

- ~~Add symbol for proposed light poles.~~

Sheet L-100

- ~~It appears trees 764, 784, 786, 776, and 903 are being removed due to installation of a storm water pond. If so, those can be excluded from the removal and reforestation calculations.~~
- ~~Update reforestation calculations as noted above. When excluding removals apparently due to storm water pond, total inches removed is 98 DBH inches. 70% of that is 68.6 DBH inches allowed for removal; 29.4 DBH inches should be retained. 29.4 x 1.25 inches = 36.75 DBH inches to be replanted or 29.4 x $125 = $3,675 in restitution. Proposed landscaping can be applied toward reforestation.~~

Sheet L-101

- ~~Consider utilizing a deciduous species along the western boundary rather than balsam fir or northern white cedar. There is very limited space between fence and asphalt for evergreens. Possibly shift them to around the storm water pond.~~
- ~~Update Planting Schedule to identify minimum required sizes for plants. Overstory trees shall be at least 2.5 inches in diameter. Coniferous trees shall be at least 6 feet in height. Ornamental trees shall be at least 1.5 inches in diameter. Shrubs shall be at least 24 inches in height. Minimum sizes are at time of planting.~~
- ~~Planting requirements are 1 tree for every 1,000 square feet of building expansion and 1 shrub per every 300 square feet of building expansion. Project requires 8 new trees and 27 shrubs. Note though that reforestation is required due to the removal of all existing significant trees on site and thus, plantings above and beyond the landscape requirements will be needed (or payment of restitution per the Tree Preservation Ordinance).~~
- ~~Use of seed rather than sod requires City Council authorization. Sod shall be used in all boulevard areas (this would include all areas within ten [10] feet of public roads).~~
- *Additional plantings should be included along the boundary with Basalt Street. This would help 'buffer' the proposed pavement encroachment in the required pavement setback from road right-of-way.*

Sheet L-102

- ~~Update Deciduous Tree Planting detail to specify removal of twine, cut or fold back burlap, and remove top 1/3 of wire basket.~~
- ~~Irrigation system must be equipped with a rain sensor and some form of water efficient technology such as a weather-based smart controller. Update Irrigation Notes accordingly.~~
- *City requires a two (2) year maintenance guarantee for all new plantings.*

Staff provides the following comments for general review of applications:

General. The project proposes an 8,066 square foot addition to an existing transfer station facility as well as new off-street parking and maneuvering areas to be accessed from 141st Ave. There are also applications to amend the existing Conditional Use Permit (CUP) to account for the expansion of a conditional use and a variance to deviate from the minimum parking and/or maneuvering area from public right-of-way.

Zoning. The property is zoned E-2 Employment R-1 Residential (Rural Developing) and is guided as Business Park in the Comprehensive Plan. Per City Code Section 117-427 (Solid Waste), a Conditional Use Permit is required for storage, collection, and transportation of solid waste. The City approved a Conditional Use Permit (Resolution #00-04-104

Streets and Access. The transfer station will now have access from 141st Ave. Trucks will enter the site traveling south, dump materials within the facility, then continue south and exit onto McKinley Street.

Off-Street Parking and Maneuvering Areas. Off-street parking and maneuvering areas are required to be setback from public rights-of-way at least twenty (20) feet. The project proposes to add another eleven (11) parking stalls for the waste-hauling trucks along the eastern property boundary. The pavement and curb/gutter are proposed to be six (6) feet from the right-of-way boundary along Basalt Street and the concrete pad for the "convenience center" is proposed to be ten (10) feet from the right-of-way boundary along 141st Ave. The submittal does include a request for a variance to the twenty (20) foot greenspace requirement.

Exterior Finish Materials. The building addition is proposed to consist of the same exterior finish as the exiting structure. This includes 'raked' precast panels with a two (2) foot tall smooth, painted bed.

Building Coverage. Building coverage is limited to no more than forty-five percent (45%) in the E-2 Employment District. The total lot area is 442,403 square feet and with the proposed addition of 8,066 square feet, there will be a total of 36,032 square feet of building coverage. This equates to roughly eight percent (8%) of building coverage overall on the property.

Development Agreement: An executed Development Agreement will be required prior to commencing construction. The primary purpose of the Development Agreement will be to memorialize the responsibilities, approved plans, and required surety and inspection fees.

Other Permits. The proposed project will disturb an acre or more of land. A permit from the Lower Rum River Watershed Management Organization will be required and a copy of which must be submitted to the City.

7.02: Public Hearing: Consider Multiple Actions for a Proposed Expansion at 6601 McKinley Street NW (Project No. 19-106): Case of ACE Solid Waste, Inc.

1. **Variance to pavement setback from road right-of-way.**
2. **Amended Conditional Use Permit.**
3. **Site Plan Approval.**

Public Hearing

Chairperson Bauer called the public hearing to order at 7:15 p.m.

Presentation

City Planner Anderson presented the staff report stating the City has received an application from ACE Solid Waste, Inc. (the "Applicant") for a proposed expansion of their existing transfer station at 6601 McKinley St NW (the "Subject Property"). The project requires multiple actions by the City, including a variance to off-street parking/maneuvering setbacks, an amendment to an existing Conditional Use Permit, and Site Plan approval. In 2018, the Applicant received approval of a plat that combined two parcels into one as well as a zoning amendment to secure a single zoning designation for the entire parcel. Those previous actions were completed by the Applicant in anticipation of an expansion of their transfer station, which is now moving forward. Staff provided further comment on ACE Solid Waste's requests and recommended approval.

Citizen Input

Commissioner VanScoy asked why the roadway was considered a street when it appeared to be more of a drive access.

City Planner Anderson explained this was a public roadway that provided sole access to a local business.

Commissioner VanScoy questioned why the CUP was being amended.

City Planner Anderson stated this was being done to allow for the expansion of the conditional use.

Dave Wiggins, Division Vice President of ACE Solid Waste, discussed the plans ACE had for this property and noted the changes were being made in response to the closing of the Great River Energy plant in Elk River. He explained this project would assist ACE in providing consistent, high quality services to its residents in Ramsey.

Neil Darthfield, 10801 Direct River Drive in Coon Rapids, asked if ACE would have more solid waste on this property after the closing of the Great River Energy plant and if the odor on the site would become a concern.

Mr. Wiggins reported ACE was currently running the same volumes that would run through the new building. He reported the new building would assist with better sorting and processing

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recyclables. He explained the prevailing winds were generally from the north and the west and his intent would be to keep the door on the north closed to alleviate any odor concerns.

Mark Northfield, 10222 Mississippi Boulevard, asked if the ACE property would have an increased volume of trucks coming to and from the site.

Mr. Wiggins reported the number of garbage trucks using the facility would remain the same, along with the number of semi tractor-trailers that were coming to and from the site.

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

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

Chairperson Bauer closed the public hearing closed at 7:31 p.m.

Commission Business

Motion by Commissioner VanScoy, seconded by Commissioner Gengler, to adopt Resolution #19-081 with findings favorable to the Applicant, granting a variance to the pavement setback from road right-of-way on the Subject Property, contingent upon review and approval as to legal form by the City Attorney.

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

Motion by Commissioner VanScoy, seconded by Commissioner Woestehoff, to recommend that City Council approve an amended CUP and Site Plan for the proposed expansion of the transfer station building on the Subject Property.

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

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ACE SOLID WASTE, INC.
DEVELOPMENT AGREEMENT
CITY OF RAMSEY, ANOKA COUNTY, MINNESOTA

THIS AGREEMENT, made and entered into by and between the **CITY OF RAMSEY,** a municipal **ACE SOLID WASTE, INC.,** a Minnesota Corporation (Domestic) under the laws of the State of Minnesota, whose address is 6601 McKinley Street NW, Ramsey, MN 55303 (the **"PERMITTEE"**).

WITNESSETH:

WHEREAS, the **PERMITTEE** is the fee owner of the property generally known as 6601 McKinley Street NW, Ramsey, MN 55303, and legally described as follows:

Lot 1 and 1A, Block 1, ACE Addition, Anoka County, Minnesota

(the "**Subject Property**"); and

WHEREAS, on May 14, 2019 the **CITY** approved the final site plan and amended conditional use permit for an expansion of the **PERMITTEE'S** existing transfer station on the **Subject Property**; and

WHEREAS, the **PERMITTEE** intends to cause the Required Improvements to the **Subject Property** to be constructed without financial participation by the **CITY.**

NOW, THEREFORE, the **CITY** and **PERMITTEE** agree as follows:

SECTION I
REQUIRED IMPROVEMENTS AND FINANCIAL RESPONSIBILITIES

1. **City Code Compliance.** The **CITY** approves the site plan (the **"Site Plan"**) conditioned on the **PERMITTEE** developing the **Subject Property** in accordance with the applicable provisions of City Code**.**

2. **Conformance with Plans**. The **Site Plan** shall be developed pursuant to the plans prepared by Wenck, dated March 7, 2019, revised _____ (the "Plans"). That the **Plans** consist of eighteen sheets as follows: G-101 (Cover Sheet), G-102 (Legend), C-101 (Existing Conditions), C-102 (Removals Plan), C-103 (Site Plan), C-201 (Erosion Control Plan), C-202 (Post Construction Erosion Control Plan), C-301 (Grading Plan), C-401 (Utility Plan), C-501 (Storm Sewer Plan), C-801 (Details), C-802 (Details), C-803 (Details), C-804 (Details), C-901 (Photometric Plan), L-100 (Tree Preservation Plan), L-101 (Landscape Plan), and L-102 (Landscape Details).

3. **Incorporation of All City Code Requirements**. That the recitals above and the applicable provisions of the City Charter, Subdivision Code, Zoning Code and Public Improvement Code of the **CITY**, as amended to date hereof, are incorporated herein by reference.

4. **State Building Code Compliance**. The structure(s) shall be constructed in accordance with the requirements of the Building Code.

5. **Fire Lanes.** Fire lanes shall be maintained on the **Subject Property**. The exact locations of these items on the **Subject Property** shall be as directed by the Fire Chief.

6. **Building Façade.** The **PERMITTEE** agrees to construct the building in accordance with the approved **Plans.**

7. **Required Improvements.** The **PERMITTEE** shall construct and install the following site improvements on the **Subject Property** in accordance with the specifications and location as shown on the **Plans.** The Required Improvements are as follows:

   a. Site grading in accordance with the **Plans**.
   b. Continuous, B6/12 concrete curbing and gutter around the perimeter of all bituminous/concrete surfaces.
   c. Storm drainage facilities in accordance with the **Plans**.
   d. Installation of Landscaping in accordance with the **Plans**.
   e. Establishment of turf in areas disturbed during construction and in accordance with the **Plans**.
   f. Boulevard sodding.
   g. Sanitary sewer connection.
   h. Temporary and permanent erosion control.

   ("Required Improvements)".

   The **PERMITTEE** agrees to construct the Required Improvements according to the terms and conditions of this agreement, in accordance with **PERMITTEE's Plans** submitted to the **CITY**.

8. **Required Improvements Completion Date**. The Required Improvements shall be completed on or before May 14, 2020.

9. **Required Improvements Financial Guarantee**. In order to ensure the installation of the Required Improvements in accordance with **CITY** specifications and in a timely manner, the **PERMITTEE** shall be required to deposit with the **CITY** a cash escrow or letter of credit, approved as to form by the **CITY**, in the amount of Three Hundred Fifty Six Thousand Six Hundred Seventy Dollars and No Cents. (**$356,670.00**), which is 125% of the **CITY's** estimated cost of the Required Improvements. Prior to the issuance of the building permit, all financial guarantees must be provided as required herein.

   Upon completion of the construction of the Required Improvements, the financial guarantee shall be returned to the **PERMITTEE** and the **PERMITTEE** shall be required to provide the landscaping maintenance guarantee described in Item #13 of this Development Permit. The determination of completion of the construction of the Required Improvements shall be made by the **CITY**. In the event the **PERMITTEE** fails to construct and install the Required Improvements as required herein, the City Council may order the completion of the Required Improvements with **CITY** day labor and/or by letting contracts for said completion and draw upon the escrow for payment. Only the City Council shall have the authority to direct completion of the Required Improvements and withdraw from the escrow account. The **PERMITTEE** hereby grants permission and a license to the **CITY** and/or its contractors and assigns to enter upon the Subject Property for the purpose of completing the construction and installation of the Required Improvements in the event of the **PERMITTEE's** default.

10. **Inspection Fees.** The **PERMITTEE** shall be responsible for all inspection costs incurred by the **CITY** related to the installation of Required Improvements. The **PERMITTEE** shall make a cash deposit into the appropriate escrow account at the **CITY** and the **CITY** shall have the authority to draw upon these funds for the purpose of compensating for inspection services. The amount of the deposit shall

be equal to five percent (5%) of the estimated cost of the Required Improvements, which equates to Fourteen Thousand Two Hundred Sixty Seven Dollars and No Cents (**$14,267.00**) (5% x $285,336.29). Upon completion of the Required Improvements to the satisfaction of the **CITY**, any surplus balance remaining in the **CITY's** escrow account shall be refunded to the **PERMITTEE**.

11. **Development Fees.** It is assumed that all applicable development fees were satisfied at the time of platting of the **Subject Property**.

SECTION II
PERMITS AND OCCUPANCY

12. **Requirements for Building Permits**. No building permit for any lot in the Plat shall be issued until: (a) a Class 5 driving surface is installed to within 300 feet of the structure; (b) site plan approval is granted by the **CITY** and any expense incurred in giving site plan approval has been reimbursed to the **CITY**; (c) the Building Official has been provided with a copy of the approved site plan, signed by a registered architect or surveyor, showing all dimensions to scale; (d) the Plat has been recorded at Anoka County Property Records, (e) a Lower Rum River Watershed Management Organization Permit has been obtained, The **CITY** reserves the right to suspend all building activities upon the **CITY** being notified by an outside agency that the appropriate permit(s) was not obtained from the applicable agency. Approval of the building foundation requires a certificate of elevation signed by a licensed (State of Minnesota), professional land surveyor, verifying that the elevation is in accordance with the approved grading plan for the Plat. Foundation approvals will require a certificate of elevation verifying that the actual elevation is in compliance with the approved grading and drainage plan. The lowest floor elevation shall be at least two (2) feet above the 100 year elevation.

    No occupancy permit for any lot in the Plat shall be issued until: (a) vehicular access to the lot is provided including the installation of at least one layer of bituminous surfacing; (b) all utilities are in place, operational and accepted by the **CITY**; (c) for lots that have a slope of less than 2%, a certificate of grading, prepared by a licensed (State of Minnesota), professional land surveyor, must be provided to the **CITY** documenting that the flattest grade on this lot is 1% or greater will require certificates of grading.

SECTION IV
LANDSCAPING

13. **Maintenance Guarantee for Landscaping**. It is herein agreed that the **PERMITTEE** shall provide a maintenance guarantee to ensure the survival of the plantings. Said maintenance guarantee shall consist of cash or a letter of credit, approved as to form by the **CITY**, in the amount of Two Thousand Two Hundred Five Dollars and No Cents (2,205**.00)** [# plantings (16 trees) x cost/planting ($300/tree) x 30% average non-survival rate; (34 shrubs) x cost/planting $75/shrub) x 30% average non-survival rate], which shall be in effect for a two (2) year period commencing on the date of the **CITY's** acceptance of said plantings as part of the Required Improvements.

    At the end of the two (2) year period, the **PERMITTEE** shall contact the **CITY** to schedule a final inspection of the landscaping. The determination that all plantings that have been planted in accordance with the **Plans** have either survived or have been replaced shall be made by the Community Development Department. Upon approval of the final landscape inspection by the **CITY,** the maintenance guarantee shall be returned to the **PERMITTEE**. In the event the **PERMITTEE** fails to maintain the required plantings for a two (2) year period, the City Council may order the replacement of plantings with **CITY** day labor and/or by letting contracts and draw upon the escrow for payment.

Only the City Council shall have the authority to direct replacement of the plantings and withdraw from the escrow account. The **PERMITTEE** hereby grants permission and a license to the **CITY** and/or its contractors and assigns to enter upon the **Subject Property** for the purpose of replacing plantings in the event of the **PERMITTEE** default.

SECTION V
GENERAL

14. **Boulevard and Area Restoration**. The **PERMITTEE** shall be responsible for restoring all areas disturbed by the development grading operation in accordance with the approved **Plans**. The **PERMITTEE** shall also be responsible for the cost of cleaning any soil, earth or debris from the wetlands within and adjacent to the **Subject Property** resulting from grading performed in the development of the land.

15. **Construction Site Maintenance**. The **PERMITTEE** shall adhere to all **CITY** ordinances relating to, but not limited to, dumping of garbage, site development, construction debris, open burning, etc.

16. **Estimated Cost**. It is understood and agreed that cost amounts set forth in this Agreement as Required Improvements, unless specified as fixed amounts, are estimated. The **PERMITTEE** agrees to pay the entire cost of said improvements including interest, engineering and legal charges.

17. **Site Plan Approval Expenses**. The **PERMITTEE** agrees that it will pay to the **CITY** all **CITY** expenses incurred in the approval of the **Site Plan**, including, but not limited to administration expenses, engineering and legal fees. Said expenses shall be paid within fifteen (15) days of billing by the **CITY** and outstanding billings shall be paid prior to issuance of the building permit. Any expenses incurred after the release of the building permit 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 contract for payment.

18. **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.

19. **Invalidity of Any Section**. If any portion, section, subsection, sentence, clause, paragraph or phase of this Agreement is for any reason held to be invalid by a court of competent jurisdiction, such decision shall not effect or void any of the other provisions of this Agreement.

20. **Proof of Authority**. When the **PERMITTEE** is a corporation, the **CITY** requires proof of authority by the corporation to execute this Agreement. This proof of authority may be satisfied by providing the **CITY** with a certified copy of minutes of the corporate Board of Directors granting such authority.

21. **Violation of This Permit**. If the **PERMITTEE** fails to perform any of the terms of this Agreement in the manner required by the **CITY**, the **CITY** shall be entitled to recover, from the **PERMITTEE** or the issuer of **PERMITTEE's** financial guarantee, the full amount of any and all financial guarantees. Breach of any of the terms of this Agreement by the **PERMITTEE** shall also be grounds for denial of Building Permit or issuance of Certificate of Occupancy.

22. **Agreement Binding On Successors and Assigns**. The **PERMITTEE** agrees that this Agreement shall be binding upon its successors and assigns.

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IN WITNESS THEREOF, the parties have hereunto set their hands and seals, this _____ day of _____, 2019.

CITY OF RAMSEY

By:_____
Its: Mayor

ATTEST

By:_____
Its: City Administrator

STATE OF MINNESOTA)
) ss.
COUNTY OF ANOKA)

On this _____ day of _____, 2019, before me a Notary Public personally appeared John LeTourneau and Kurtis G. Ulrich, to me personally known, being each by me duly sworn did say that they are respectively the Mayor and City Administrator 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 Kurtis G. Ulrich acknowledge said instrument to be the free act and deed of said municipal corporation.

_____
Notary Public

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ACE Solid Waste, Inc.

By: _____

Its: Division Vice President _____

STATE OF MINNESOTA)
) ss.
COUNTY OF)

The foregoing was acknowledged before me this _____ day of _____, 2019, by David Wiggins, the Division Vice President of ACE Solid Waste, Inc., a Minnesota Corporation (Domestic) under the laws of the State of Minnesota, on behalf of the corporation.

_____
Notary Public

THIS INSTRUMENT WAS DRAFTED BY:
City of Ramsey
7550 Sunwood Drive NW
Ramsey, MN 55303

REVIEWED BY:
Ratwik, Roszak & Maloney, P.A.
730 Second Ave. S., Suite 300
Minneapolis, MN 55402

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

RESOLUTION #19-082

RESOLUTION APPROVING THE ISSUANCE OF A CONDITIONAL USE PERMIT FOR THE OPERATION OF A TRANSFER STATION FOR MIXED SOLID WASTE AND RECYCLABLE MATERIALS AND DECLARING TERMS OF SAME

RECITALS

1. Ace Solid Waste, Inc. (the "Permittee") has properly applied to the City of Ramsey (the "City") for a conditional use permit (the "Permit") on the property legally described as follows:

   Lot 1 and 1A, Block 1, Ace Addition, Anoka County, Minnesota

   (the "Subject Property").

2. That the Permittee has also applied for a Site Plan and Variance to accommodate an expansion of their existing transfer station (the "Transfer Station").

3. That the Subject Property was subdivided in 2018 to combine two parcels into one and eliminate a common boundary line to facilitate this expansion.

4. That the Subject Property is zoned E-2 Employment District and is approximately 10.3 acres in size.

5. That the surrounding parcels are zoned E-2 Employment District, E-1 Employment District, and PUD (Planned Unit Development).

6. That the Permittee successfully obtained a Conditional Use Permit in 2000 for the construction and operation of a 17,100 square foot mixed solid waste (MSW) and recycling Transfer Station.

7. That the existing Transfer Station is 8,071 square feet in size and the proposed expansion is 8,066 square feet, for a total size of 16,137 square feet.

8. That trucks will access the Transfer Station from 141st Ave NW, travel south through the facility, and will exit the Subject Property onto McKinley Street.

9. That the addition to the Transfer Station will include one depressed loading dock and two overhead doors on the north elevation and two overhead doors on the east elevation.

10. That the exterior finish of the addition to the Transfer Station will consist of raked, precast panels with a smooth painted band to match the existing finish.

11. That the Permittee has stated the expansion of the Transfer Station is needed after the closing of the Great River Energy Processing Facility.

12. That Section 117-427 (Solid Waste) of the Ramsey City Code requires a conditional use permit for the operation of a mixed solid waste and recycling transfer station.

13. That the Transfer Station is at least 350 feet from any residentially zoned property or any property used for residential or park purposes.

14. That all transfer activities presently occurring and that will occur with the Transfer Station addition will be within an enclosed building.

15. That the Permittee is responsible for complying with all local, state, and federal rules and regulations pertaining to the operation of a transfer station.

16. That the Permittee appeared before the Planning Commission for a public hearing pursuant to Section 117-51 of the Ramsey City Code on April 4, 2019, and that the public hearing was properly advertised and that the minutes of said public hearing are hereby incorporated by reference.

17. That the Planning Commission met on April 4, 2019, conducted a public hearing and recommended City Council approval/denial of the request.

FINDINGS OF FACT

1. That the Transfer Station will not be unduly dangerous or otherwise detrimental to persons residing or working in the vicinity of the use, or to the public welfare.

2. That the Transfer Station will not substantially adversely impair the use, enjoyment, or market value of any surrounding property.

3. That the Transfer Station will be harmonious with and in accordance with the specific objectives of the comprehensive plan.

4. That the Transfer Station will be designed, constructed, operated, and 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.

5. That the Transfer Station will not be hazardous or disturbing to existing or future neighboring uses.

6. That the Transfer Station will be served adequately by essential public facilities and services such as highways, streets, police and fire protection, and drainage structures.

7. That the Transfer Station will not create excessive additional requirements at the public's cost for public facilities and services and it will not be detrimental to the economic welfare of the community.

8. That the Transfer Station will not involve uses, activities, processes, materials and equipment and conditions of operation that will be detrimental to any persons, property, or the general welfare by reason of excessive production of traffic, noise, smoke, fumes, glare or odors.

9. That the Transfer Station will be consistent with the intent and purposes of Chapter 117 of the Ramsey City Code.

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

That the Ramsey City Council hereby grants approval of a Conditional Use Permit (the "**Permit**") to the **Permittee** for the expansion of an existing transfer station for mixed solid waste and recyclable materials on the **Subject Property** contingent upon the following conditions:

CONDITIONS

1. This **Permit** shall replace the original Conditional Use Permit approved by Resolution #00-04-104 on April 25, 2000, and recorded with Anoka County as Document Number 1517499.

2. This **Permit** shall be perpetual in its duration so long as the terms imposed herein are complied with.

3. The **Permittee** shall provide the **City** with copies of all applicable government permits and permit renewals as they are granted. The **Permittee** shall also copy the **City** on all notices of violations, fines or permit revocations received relating to these permits.

4. The addition to the **Transfer Station** on the **Subject Property** shall be in accordance with the eighteen (18) page plan set prepared by Wenck and dated March 7, 2019, revised _____ and as shown on Exhibit 1 herein attached.

5. All building plans must be approved by the City of Ramsey Building Official to make this **Permit** effective.

6. Fire lanes shall be maintained on the **Subject Property**. The exact location of these items on the **Subject Property** and any required signing shall be as directed by the City's Fire Chief.

7. The hours of operation shall not exceed 7:00 a.m. to 5:00 p.m. Monday through Friday. Any deviation from these hours of operation shall require prior special approval by the City Administrator or his/her designee. The City Council shall be notified of the temporary change in hours.

8. There shall be no on-site, exposed or contained, exterior overnight storage of solid waste from the tipping floor. Any overnight storage of mixed solid wastes is restricted to semi-trailers parked inside the **Transfer Station**. Inside storage of mixed solid wastes shall be prohibited for periods in excess of 24 hours. No mixed solid wastes shall be stored on the tipping floor overnight. No additional exterior storage shall be allowed on the **Subject Property**.

9. On-site storage or handling of hazardous waste materials is prohibited as a planned mode of operation. Hazardous waste materials inadvertently delivered to the **Transfer Station** shall be promptly removed from the **Subject Property** in accordance with County and State requirements.

10. No loading or unloading by reason of tipping or use of other equipment shall occur outside a fully enclosed structure. Cleaning of equipment or containers used as a part of the **Transfer Station** operation or the cleaning of the interior of vehicles shall occur inside a fully enclosed structure. All run-offs, wastewater, greywater or other effluent shall be managed in full compliance with all applicable local, state and federal regulations.

11. All stacking of trucks and other equipment shall occur on the **Subject Property** and off of public right-of-way.

12. Run-off shall be contained on the **Subject Property** and shall be in accordance with the approved grading and drainage plans.

13. Any lighting installed on the **Transfer Station** or within the **Subject Property** is subject to the prior approval of the City Engineer and shall be designed so as to deflect light away from public roads. Bulbs emitting in excess of 3,000 lumens (150 watts) shall be so directed that the bulb is not visible from off of the **Subject Property** where such light source is located.

14. The **Permittee** shall provide the **City** with a plan for rodent control that shall include, but not be limited to, a contract with a licensed pest control operator for regular service.

15. The **Permittee** shall be responsible for removing debris beyond the site boundaries determined to be caused by vehicles using the transfer station and wind blown debris. Debris removal activities shall be instituted promptly following information of such accumulation. In the event the **Permittee** fails to remove debris within 24 hours of notice of accumulation by the **City**, the **City** may cause such debris to be removed. The **City** shall bill the cost of such removal to the **Permittee** and payment shall be remitted within 30 days of the date of such billing. The **Permittee** shall conduct visual checks for debris accumulation at least once daily.

16. That the operation of the **Transfer Station** and the emission of noise, odors, dust, or other particulate matter from the **Subject Property** and operation shall be in compliance with and regulated by Minnesota Pollution Control Agency (MPCA) standards. The **Permittee** shall annually, or more frequently as determined by the **City**, submit noise analysis reports and air quality reports to the **City**.

17. The emission of noxious matter shall be controlled so that no concentration of such matter, at or beyond the lot line of the **Subject Property**, will be detrimental to or endanger the public health, safety, comfort, or general welfare or cause damage to property. Noxious matter means any solid, liquid or gaseous material including but not limited to gases, vapors, odor, dusts, fumes, mists, or combinations thereof, the emission of which is detrimental to or endangers the public health, safety, comfort or general welfare or causes damage to property.

18. All parking areas, driveways, circulation and stacking lanes shall be designed, surfaced and curbed in accordance with City Code.

19. All trucks and equipment destined to or away from the site, except for personal vehicles, shall be restricted to designated routes established by the **City**. The **Permittee** shall be responsible for notifying truck operators of the route designation by the **City**. The **City** will not revoke this **Permit** for off-site violations beyond the control of the **Permittee**.

20. That all costs incurred by the **City** in administering and enforcing this **Permit** shall be the responsibility of the **Permittee**.

21. That the City Administrator or his designee shall have the right to inspect the **Subject Property** for compliance and safety purposes annually or at any time upon reasonable request.

22. That the failure of the **City** at any time to require a performance by the **Permittee** of any provisions herein shall in no way affect the right of the **City** thereafter to enforce the same. Nor shall waiver by the **City** of any breach of any of the provisions hereof be taken or held to be a waiver of any succeeding breach of such provision or as a waiver of any provision itself.

23. All applicable **City** ordinances not specifically covered herein shall become a part of this **Permit**.

24. That if any provision of this **Permit** shall be declared void or unenforceable, the other provisions shall not be affected and shall remain in full force and effect.

25. That this **Permit** shall not be considered modified, altered, changed or amended in any respect unless in writing and signed by the **City** and the **Permittee**.

26. That the violation of any of the material terms of this **Permit** is grounds for suspension or revocation hereof consistent with applicable law. Furthermore, the **City** specifically reserves the right to amend, suspend, or revoke this **Permit** consistent with applicable law as reasonably required to protect the public health, safety and welfare and the environment. Specifically, but without limiting the foregoing, the **City** may amend, suspend, or revoke this **Permit**, consistent with applicable law, if the City Council reasonably determines that continued operation of the **Transfer Station** places the public health, safety or welfare or the environment in jeopardy or creates a public nuisance due to odors, litter, debris or other nuisance factors.

27. That if the **Permittee** or its successors or assigns violates any material term or condition imposed by this **Permit**, it may be revoked and terminated consistent with applicable law.

Without limiting the foregoing, the violation of any statute, regulation, ordinance or **Permit** condition imposed by lawful governmental authority and governing operations on the **Subject Property** is grounds for revocation and termination of this **Permit**, consistent with applicable law. The change, alteration or amendment of any such statute, regulation, ordinance or **Permit** condition by any governmental authority other than the **City**, shall not excuse the **Permittee** from compliance with statutes, regulations, ordinances or **Permit** conditions in effect on the date of the original issuance of this **Permit** unless compliance is waived or excused by the **City**.

28. The **Permittee** shall be responsible for all **City** costs incurred in administering and enforcing this **Permit**. Said expenses shall be paid within fifteen (15) days of billing by the City and 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.

29. The **Permittee** agrees that this **Permit** shall be recorded in the office of the Anoka County Recorder and agrees that the terms and provisions of this **Permit** shall be a covenant on any and all deeds relative to 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 Ramsey City Council this the 14th day of May, 2019.

CITY OF RAMSEY:

By:_____ By:_____
Mayor City Administrator

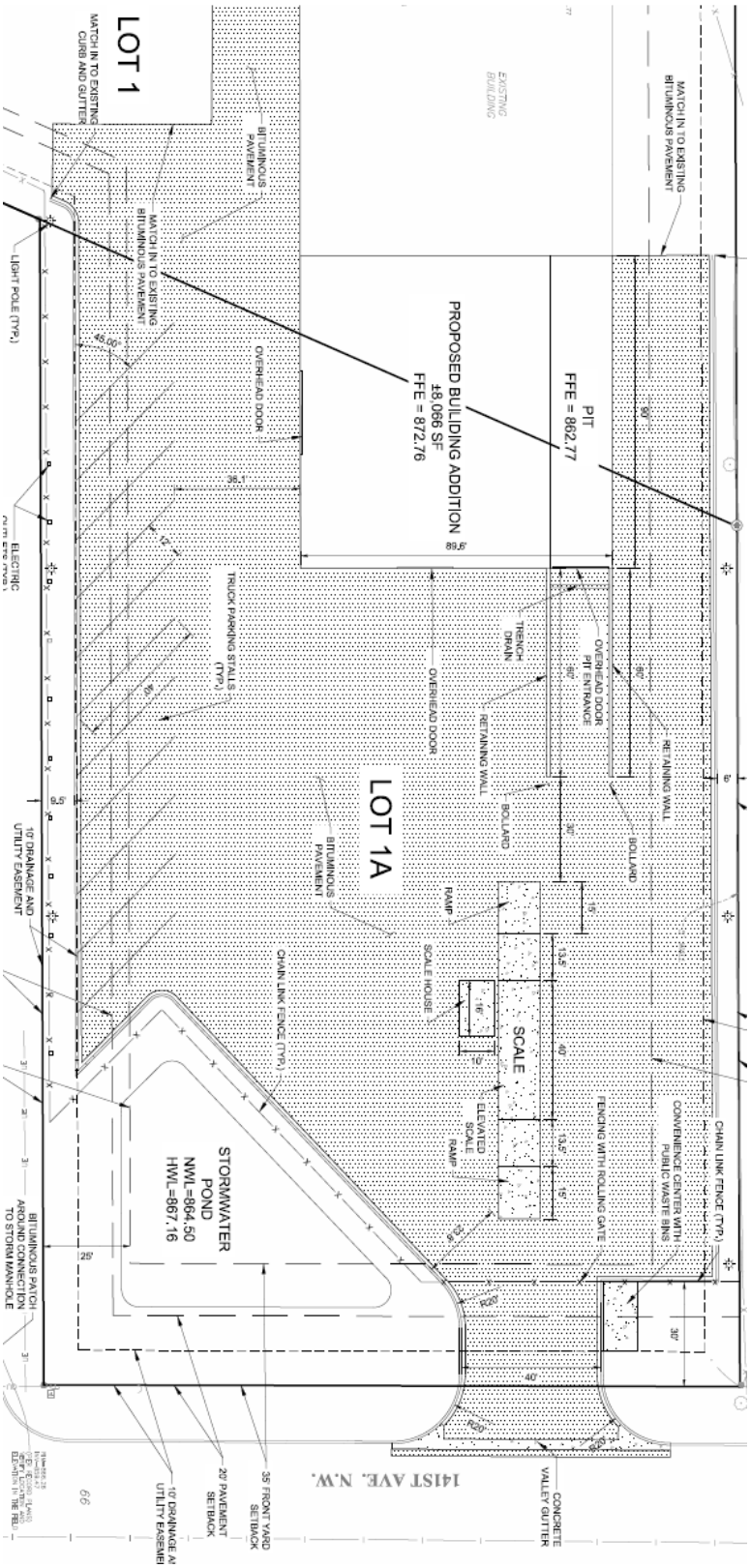
STATE OF MINNESOTA)
) ss.
COUNTY OF ANOKA)

On this ____ day of _____, 2019, before me, a Notary Public, personally appeared John LeTourneau and Kurtis G. Ulrich, to me personally known, who, being each by me duly sworn did say that they are respectively the Mayor and City Administrator 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 Kurtis G. Ulrich 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

Exhibit 1
Site Plan



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

RESOLUTION #19-083

RESOLUTION GRANTING APPROVAL OF THE SITE PLAN AND DEVELOPMENT AGREEMENT FOR ACE SOLID WASTE INC.'S TRANSFER STATION EXPANSION

RECITALS

1. Ace Solid Waste, Inc., hereafter referred to as "Developer", properly applied for Site Plan approval of the following described property located in the City of Ramsey:

   Lot 1 and 1A, Block 1, Ace Addition, Anoka County, Minnesota

   (the 'Subject Property');

WHEREAS, the City of Ramsey received applications for a Variance, Amended Conditional Use Permit, and Site Plan for a proposed expansion of a mixed solid waste and recyclable materials transfer station from the Developer on May 8, 2019; and

WHEREAS, the Ramsey Planning Commission reviewed and approved the requested Variance and reviewed and recommended approval of the requested Amended Conditional Use Permit and Site Plan on April 4, 2019; and

WHEREAS, the City Council reviewed the request for an Amended Conditional Use Permit and Site Plan on May 14, 2019.

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

1) That the Ramsey City Council hereby grants approval of the Site Plan and Amended Conditional Use Permit, as well as the Development Agreement, for the expansion of the mixed solid waste and recyclable materials transfer station in accordance with relevant City Codes, subject to the following conditions:

   a) Compliance with the Staff Review Letter dated May 1, 2019
   b) Approval by the City Engineer.
   c) 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:

and the following voted against the same:

and the following abstained:

and the following were absent:

whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this 14th day of May, 2019

_____
Mayor

ATTEST:

_____
City Clerk

CC Regular Session **4. 3.**

Meeting Date: 05/14/2019

By: Katie Schmidt, Administrative Services

Information

Title

Approve the Following Meeting Minutes:

1. City Council Work Session dated 4/23/2019
2. City Council Regular Session dated 4/23/2019

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 4/23/2019
2. City Coucil Regular dated 4/23/2019

Attachments

4-23-19 CCWS Minutes

4-23-19 CC Minutes

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	05/02/2019 01:45 PM
Form Started By: Katie Schmidt		Started On: 04/30/2019 08:08 AM
Final Approval Date: 05/02/2019		

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

The Ramsey City Council conducted a City Council Work Session on Tuesday, April 23, 2019, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present: Mayor John LeTourneau
Councilmember Nadine Heinrich
Councilmember Mark Kuzma
Councilmember Debra Musgrove
Councilmember Chris Riley
Councilmember Melody Shryock

Also Present: City Administrator Kurtis Ulrich
Public Works Superintendent Grant Riemer
Parks and Assistant Public Works Superintendent Mark Riverblood
Administrative Services Director Colleen Lasher
Community Development Director Timothy Gladhill
City Engineer Bruce Westby
Economic Development Manager Sean Sullivan

1. CALL TO ORDER

Mayor LeTourneau called the City Council Work Session to order at 5:40 p.m.

2. TOPICS FOR DISCUSSION

2.01: Discuss Lawful, Non-Conforming Status and Potential Enforcement Action for 15415 St. Francis Blvd NW

Community Development Director Gladhill reviewed the staff report.

Dave Niles stated that many of the items shown in the aerial have been removed and he has attempted to downsize to improve the street view but is also very busy and therefore vehicles are brought by tow truck often. He stated that he enjoys doing business with residents of the community.

Community Development Director Gladhill stated that if the business is going to grow, that would be allowed, and would also provide an opportunity to trigger site improvements.

Councilmember Riley stated that it would be helpful if the property owner could be proactive in cleaning up the property.

Niles stated that he started working to cleanup the property last fall, removing about 40 vehicles from the site, but is also running his business at the same time so the process is taking longer.

Councilmember Musgrove thanked the property owner for attending tonight. She stated that it is always helpful if a property owner is willing to work with the City. She referenced the aerial photographs and believed that it would take longer than 14 days (the length of time between violations/citations) to complete the desired actions. She stated that this is a busy time of year for the business and asked if the City could be flexible with the timelines.

Community Development Director Gladhill stated that there is an extension allowed within the citation policy, which could provide up to 30 to 45 days. He noted that if additional extensions are needed after that time, the Council could approve an additional extension.

Niles stated that he does need an area for his business to store vehicles. He stated that he would not be opposed to putting up a fence to provide screening.

Community Development Director Gladhill stated that the property owner can bring in a request that would show parking areas and fencing, noting that the parking area would need to be improved and not just grass or dirt parking.

Mayor LeTourneau suggested that the property owner bring forward a schedule of improvements that could be approved and followed.

Community Development Director Gladhill stated that the first step would be for staff to complete a site visit, which would allow staff to have further discussions with the property owner to help in creating that plan.

Niles confirmed that he would be willing to participate in a site visit with staff.

Councilmember Heinrich stated that she went to meet with Dave recently to learn about his business. She stated that it is a longtime business of the community and the property owner appears to be willing to work with the City to continue to make progress. She stated that the property owner needs to be able to cooperate with staff to determine how he can comply with City regulations and still run a successful business. She commented that the 14-day timeline is a very short length of time. She believed that 21 days would be a better length of time to begin some type of progress.

Niles stated that it is helpful that the snow has melted so he can once again work on cleaning up the property.

Mayor LeTourneau stated that it will be important to work to develop that schedule of improvements for the property, whatever that length of time may be, and then the items on the list should be completed within the set amount of time agreed upon.

Councilmember Shryock agreed that having a set schedule for improvements will be important. She stated that there are businesses in Ramsey that have been here for a long time and therefore

will take a longer period of time to fall into the regulations, compared to a new business that could perhaps resolve an issue in a quicker fashion.

Mayor LeTourneau stated that he is concerned with the illegal business use, specifically the rental business.

Niles stated that he would like to continue with the U-Haul rental as that is a source of income for him. He noted that it also provides a good service to the residents in Ramsey.

Councilmember Musgrove asked if that issue could be resolved with a business license.

Community Development Director Gladhill noted that type of business is not allowed within the current zoning of the property. He stated that the auto repair business is allowed under the non-conforming use clause, but the U-Haul business would require a change in zoning if the Council desired that use for the property.

Councilmember Riley referenced a listening session that occurred about Highway 47 and the desired look for the corridor. He stated that perhaps staff could have a discussion with the property owner to provide the knowledge of the process that would be necessary if they would like to request a change in zoning for the property.

Councilmember Heinrich asked when the City became aware of the U-Haul business.

Community Development Director Gladhill provided background information on the City's knowledge of the U-Haul business. He stated that there is a resolution on the agenda for the regular meeting tonight that would create the framework for this moving forward. He believed that the proposed language would provide the desired flexibility but noted that staff could also pull that item from the agenda to allow additional time and discussion.

It was the consensus of the Council to pull the item from the regular agenda tonight to allow additional time for the property owner to work with staff to create the desired schedule for improvements.

2.02: Discuss Staffing for the Administrative Intern

Administrative Services Director Lasher reviewed the staff report.

Councilmember Kuzma asked if the intern would be used for the Ramsey Foundation events.

Parks and Assistant Public Works Superintendent Riverblood stated that being a liaison to the Ramsey Foundation is within the job function for the Recreation Specialist. He noted that the Recreation Specialist role and duties would be first priority and the administrative services would occur after that.

Administrative Services Director Lasher provided additional details on the availability of the new Administrative Intern and his start date. She noted that the Recreation Specialist previously

served as an Administrative Intern and therefore has the knowledge and skills necessary to fill the gap.

Mayor LeTourneau stated that it appears this option will allow the necessary tasks to be filled until the new Administrative Intern can begin and come up to speed in a budget neutral manner.

Councilmember Heinrich stated that she does like the creativity of staff to use an existing staff member to fill the "gap". She stated that she is unsure that the Administrative Intern is necessary and therefore struggles with the decision. She stated that there appears to be overlap between the Administrative Intern and Communications Specialist positions. She noted that she also struggles with how the employee would compartmentalize the duties for each position. She stated that she did not approve the budget for 2019 and is concerned with adding additional staff members and the impact that will have on the budget. She stated that she has also heard comments from residents that while Happy Days is a great event, it does not have to be done to the level or cost that it currently is.

Councilmember Shryock asked and received confirmation that an Administrative Intern has been hired, but cannot start until May, which then created funds in the existing budget that can be used for this purpose. She also asked and confirmed that these additional hours would not qualify the employee for benefits.

Administrative Services Director Lasher confirmed that this work would be in the budget for the Administrative Intern position. She explained that the Recreation Specialist currently works Tuesday, Thursday and Friday and therefore she would complete the Administrative Intern duties on Monday and Wednesday.

Councilmember Musgrove stated that if the new Administrative Intern is going to come on board in May, why is this proposal scheduled to go through September.

Administrative Services Director Lasher explained that while the new Administrative Intern would hopefully come on in May, it would take some time to bring that employee up to speed. She noted that the Happy Days activities are also going to be expanded and therefore this would be a manner to assist in that process without paying overtime for a full-time employee. She confirmed that she would be monitoring the payroll bi-weekly to assist in scheduling and ensure that the item does not go over budget.

Councilmember Shryock stated that as long as the work falls within the budget constraints, she would accept the proposal.

Councilmember Kuzma stated that this would not be a new hire and this employee is already trained to assist in this event. He stated that this will also be a method to prevent full-time staff members from accruing overtime. He stated that the Happy Days festival is important to the City and he would support this action.

Councilmember Riley and Mayor LeTourneau confirmed that they would support the action.

It was the consensus of the Council to allow the Recreation Specialist to supplement in the Administrative Intern position as described, as long as the activity remains within the approved budget for that position.

2.03: Review Options for Cleanup Project Cost Share for River Walk Village; Case of Village Bank

Community Development Director Gladhill reviewed the staff report.

Councilmember Kuzma asked if there is flexibility for the developer to go to 12 lots rather than 14 lots. He also asked if the bank would be willing to cost-share.

Don Kveton, Village Bank, replied that they will still lose funds on this project either way and therefore they need the 14 lots. He stated that thus far they have lost $700,000 on the project over the years. He stated that if this project does not move forward, they will not attempt another project. He commented that they believe the residential product would be a better fit over industrial. He stated that they would not be interested in cost sharing further.

Councilmember Musgrove asked for details on the contamination.

Wade Carlson provided details on the contamination on site and how that will be removed and how the site will be treated. He stated that although the site is contaminated, with these improvements the site could meet a restricted residential standard.

Councilmember Shryock stated that it would be beneficial for consideration that this property is next to the Mississippi River. She stated that the residents in that area have expressed concern with the number of lots and therefore she would support reducing to 12 lots. She stated that she agrees that the lot needs to be cleaned up. She stated that she would like to see the cleanup costs shared between different entities, such as the City, County and State. She cautioned against the City spending the funds to cleanup the site solely.

Councilmember Riley applauded the effort of the applicant and agreed that applying for grants would be a good route. He stated that the Council already agreed to some lenience in the number of lots, allowing possibly up to 14. He stated that he would not support the dollar match for the grants coming from the City.

Councilmember Musgrove stated that it is her belief that this is an appropriate use for the Anoka County Housing Redevelopment Authority (ACHRA) funds.

City Administrator Ulrich stated that it is fairly common for cities to become involved with the cleanup of a contaminated site and therefore it is not an unusual activity.

Mayor LeTourneau stated that this project would be doing a good duty in cleaning up the site. He applauded the applicant's ability to identify the grants, as that seems to be a good solution. He agreed that the ACHRA account would be an appropriate source of funding that he would

support. He stated that this development would help to build the community, cleanup the site, and contribute to the tax base.

Councilmember Kuzma stated that if the grant funds are not obtained to clean up the site, it most likely would remain contaminated.

Mayor LeTourneau agreed that the City could also ask if the County would be interested in participating in the cost-share.

3. TOPICS FOR FUTURE DISCUSSION

3.01: Review Future Topics/ Calendar

Noted.

4. MAYOR / COUNCIL / STAFF INPUT

None.

5. ADJOURNMENT

The Work Session of the City Council was adjourned at 6:55 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, April 23, 2019, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present: Mayor John LeTourneau
Councilmember Nadine Heinrich
Councilmember Mark Kuzma
Councilmember Debra Musgrove
Councilmember Chris Riley
Councilmember Melody Shryock

Members Absent: None

Also Present: City Administrator Kurtis Ulrich
Police Chief Jeff Katers
Public Works Superintendent Grant Riemer
Parks and Assistant Public Works Superintendent Mark Riverblood
Administrative Services Director Colleen Lasher
City Clerk Jo Ann Thieling
Community Development Director Timothy Gladhill
City Engineer Bruce Westby
Economic Development Manager Sean Sullivan

1. CALL TO ORDER

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

2. PRESENTATION

2.01: Oath of Office – Patrol Officer

Police Chief Katers stated that Arron Pipenhagen is the newest addition to the department, and they are pleased to have him. He provided background information on Officer Pipenhagen including his education and experience. He also introduced the newest CSO of the Police Department.

Mayor LeTourneau administered the Oath of Office to new Patrol Officer Aaron Pipenhagen.

2.02: Recognize Councilmember Melody Shryock for her Service to the City of Ramsey

Mayor LeTourneau recognized Councilmember Shryock for her years of service to the City of Ramsey. He noted that she began her service on the City Council in January 2015 and continued through April of 2019. She also served on the Public Works Committee, the Highway 10 Committee, and Youth First. He noted that prior to joining the Council, Councilmember Shryock also served on the Park & Recreation Commission, beginning in 2002. He thanked her for her contributions to the City of Ramsey.

3. CITIZEN INPUT

None.

4. CONSENT AGENDA

Mayor LeTourneau noted that the Council has requested to remove Item 4.04 (Adopt Resolution #19-096 Approving the Code Enforcement Action Plan for 15415 Saint Francis Blvd NW) from the Consent Agenda.

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

4.01: Receive March 2019 Financial Reports – General Fund and Enterprise Funds
4.02: Receive Cash and Investments for Period Ending March 31, 2019
4.03: Note the Following Boards and Commissions Meeting Minutes:
- Planning Commission Meeting Minutes dated March 7, 2019
- Park and Recreation Meeting Minutes dated March 14, 2019
- Environmental Policy Board Meeting Minutes dated March 18, 2019

~~4.04: Adopt Resolution #19-096 Approving the Code Enforcement Action Plan for 15415 Saint Francis Blvd NW~~

4.05: Approve the following Meeting Minutes:
1) City Council Special Work Session dated April 3, 2019
2) City Council Work Session dated April 9, 2019
3) City Council Regular Session dated April 9, 2019

4.06: Approve Licenses
4.07: Adopt Resolution #19-092 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of April 4, 2019 through April 17, 2019
4.08: Adopt Resolution #19-076 Approving the Final Plat and Development Agreement for Hauck Addition (Project No. 19-105); Case of Jill Arnold
4.09: Adopt Resolution #19-095 Authorizing the Sale of Lot 25, Block 1, Harvest Estates; Case of Meadow Creek Builders, Inc.
4.10: Adopt Resolution #19-097 Authorizing Partial Payment to Kuechle Underground, Inc., for Improvement Project #18-14, Riverdale Drive Trunk Utility Improvement
4.11: Adopt Resolution #19-104 Accepting Resignation of the Ward 3 Councilmember, Declaring a Vacancy in the Office of Councilmember Ward 3 and Calling for a Special Election to Fill the Vacancy

4.12: Adopt Resolution #19-105 Recognizing Councilmember Melody Shryock for her Service to the City of Ramsey

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

5. APPROVE AGENDA

Mayor LeTourneau requested to swap items 7.02 (Adopt Resolution #19-093 Approving Revised Purchase Agreements for Land Exchange Related to COR Infiltration Pond Project; Case of PSD LLC) and 7.04 (Consider Funding Options for Clean Up Project for River Walk Village; Case of Village Bank) on tonight's agenda.

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

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

6. PUBLIC HEARING

6.01: Public Hearing: Adopt Ordinance #19-08 Vacating Underlying Easements for Harvest Estates 2nd Addition

Presentation

Community Development Director Gladhill reviewed the staff report and recommendation to vacate the underlying drainage and utility easements, which will be replaced with new easements at the time the final plat is recorded. This is a standard step in all plats where preexisting drainage and utility easements are present. The Final Plat is approved at this time.

Public Hearing

Mayor LeTourneau called the public hearing to order at 7:15 p.m.

Citizen Input

There was none.

Mayor LeTourneau closed the public hearing at 7:15 p.m.

Council Business

Motion by Councilmember Riley, seconded by Councilmember Kuzma, to waive the City Charter requirement to read the ordinance aloud and Adopt Ordinance #19-08 Vacating Underlying Drainage and Utility Easements Related to Harvest Estates 2nd Addition.

A roll call vote was performed by the Recording Secretary:

Councilmember Musgrove	aye
Councilmember Shryock	aye
Councilmember Riley	aye
Councilmember Kuzma	aye
Councilmember Heinrich	aye
Mayor LeTourneau	aye

Motion carried.

7. COUNCIL BUSINESS

7.01: Adopt Ordinance #19-07 Authorizing the City of Ramsey to Sell One (1) Parcel of Real Property

Economic Development Manager Sullivan reviewed the staff report and recommendation to adopt Ordinance #19-07.

Motion by Councilmember Kuzma, seconded by Councilmember Musgrove, to waive the City Charter requirement to read the ordinance aloud and Adopt Ordinance #19-07 Authorizing the City of Ramsey to Sell/Convey One (1) Parcel of Real Property.

A roll call vote was performed by the Recording Secretary:

Councilmember Musgrove	aye
Councilmember Shryock	aye
Councilmember Riley	aye
Councilmember Kuzma	aye
Councilmember Heinrich	aye
Mayor LeTourneau	aye

Motion carried.

7.02: Consider Funding Options for Clean Up Project for River Walk Village; Case of Village Bank (Previously Item 7.04)

- **Adopt Resolution #19-101 Authorizing Application for Metropolitan Council Tax Base Revitalization Account Grant**
- **Adopt Resolution #19-102 Authorizing Application for Local Match for Minnesota Department of Employment and Economic Development (DEED) Grant**

Community Development Director Gladhill reviewed the staff report and recommendation that the construction debris be removed from the site in any scenario. Furthermore, staff believes that the current cost share proposal is reasonable, and the most feasible option available. That being

said, the City is not obligated to support the applications, nor provide a local match. Without assistance, it is unlikely that the project will move forward, and most development projects proposed will have little success moving forward.

Councilmember Heinrich asked for details on the Anoka County Housing Redevelopment Authority (ACHRA) funds and how they could be used.

Community Development Director Gladhill noted that those funds can be used for a wide variety of uses and provided background information on the fund. He also provided background information on how the City has used the fund in the past.

Councilmember Riley referenced the comment by staff that perhaps the developer pays the engineering and design costs of $74,048 with the City paying the remaining balance of approximately $42,294. He noted that he could possibly support that option.

Councilmember Kuzma asked if the Council could commit tonight without committing to the cost-share.

Community Development Director Gladhill noted that the intention was that if the City moves forward, it would not be committing City funds but would instead request the ACHRA funds for the City portion of the match, should that be necessary.

Councilmember Shryock referenced the typical lot sale estimate and the estimated per lot development costs projected. She stated that if the grants are received, the local match about of about $116,000 could be split between 12 lots to equate $9,600 per lot. She stated that she does not have a problem with the City funding a portion of the match cost-share but would like to see the County and perhaps the State partner as well because of the proximity to the Mississippi River. She noted that she also prefers 12 lots over 14 lots.

Motion by Councilmember Musgrove, seconded by Councilmember Kuzma, to Adopt Resolution #19-101 Authorizing Application for the Tax Base Revitalization Account and Adopt Resolution #19-102 Authorizing the Application and Committing Local Match for the Minnesota Department of Employment and Economic Development Contamination Cleanup Grant.

Further discussion: Councilmember Riley asked if the motion would include the City funding the whole local match. Councilmember Musgrove stated that she would support the developer paying a portion of the cost-share and the City using ACHRA funds. Councilmember Musgrove stated that it was her understanding that this action is allowing the grant process to move forward. Community Development Director Gladhill confirmed that the resolutions authorize application to the two grant applications, which indicate the local match amount. He explained that the final mechanics can be worked out as part of the application. He stated that if the project were to be awarded, the grant agreement would come back for approval with the local match dollars identified. Councilmember Riley stated that he would not support the motion as stated. Councilmember Shryock stated that she agrees with Councilmember Riley and would like to see mention of the ACHRA funds being used if that is the intention. She believed that the funds should be identified from the beginning. Mayor LeTourneau asked if there is still flexibility to

determine the mix of the local match after the motion is adopted tonight. Community Development Director Gladhill stated that there would be additional time for negotiation on the local match. He stated that it appears that in order for some members of the Council to become comfortable with the motion, the motion perhaps would need to be amended to include the language using the ACHRA fund. Community Development Director Gladhill stated that there was mention that perhaps the developer pay the design and engineering costs and the City pay the remaining match balance but that has not been commented on from the developer. Don Kveton, Village Bank, stated that he was not planning and is not planning to pay the design and engineering costs. He noted that the bank has already lost $700,000 to date. He believed that this is the best outcome for the property and will be the last attempt from Village Bank. He explained that even if the lots are sold at the proposed estimate, the bank will still lose over $250,000 on the project. He stated that they are attempting to cleanup the site and be done with the property while improving the existing neighborhood.

Motion by Councilmember Musgrove, seconded by Councilmember Kuzma, to amend the motion to Adopt Resolution #19-101 Authorizing Application for the Tax Base Revitalization Account and Adopt Resolution #19-102 Authorizing the Application and Committing Local Match for the Minnesota Department of Employment and Economic Development Contamination Cleanup Grant, identifying the City portion of the local match to be funded from the Anoka County Housing Redevelopment Authority Fund.

Further discussion: Councilmember Riley stated that he would like to see a match from the developer as well and therefore would not support this action. Councilmember Shryock asked if the motion would intend that the City's portion of the match be funded through the ACHRA, which leaves room for further negotiation or contribution from other entities. Community Development Director Gladhill stated that there can still be additional negotiation between the developer and entities for the local match prior to grant award.

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

7.03: Adopt Resolution #19-094 Approving Purchase Agreement for North 9.3 Acres of Lot 1, Block 1, Bury and Carlson Addition; Case of Knoll Properties LLC (Portions may be closed to the public)

Economic Development Manager Sullivan reviewed the staff report and recommendation of the EDA to adopt Resolution #19-094 approving the purchase agreement for the north 9.3 acres of Lot 1, Block 1, Bury and Carlson Addition; Case of Knoll Properties, LLC; subject to City Attorney review and approval.

Councilmember Riley stated that the EDA reviewed this case and the group recommended unanimous approval as this is a great success story of a local business that continues to grow and expand in the community. He noted that this sale of City owned property is within the deal range.

Motion by Councilmember Riley, seconded by Councilmember Kuzma, to Adopt Resolution #19-094 Approving Purchase Agreement for North 9.3 Acres of Lot 1, Block 1, Bury and Carlson Addition; Case of Knoll Properties, LLC; subject to City Attorney review and approval.

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

7.04: Adopt Resolution #19-093 Approving Revised Purchase Agreements for Land Exchange Related to COR Infiltration Pond Project; Case of PSD LLC (Previously Item 7.02)

Economic Development Manager Sullivan reviewed the staff report and recommendation to adopt Resolution #19-093 approving the revised purchase agreement for land exchange; Case of PSD LLC, subject to review by the City Attorney as to legal form. He noted that the Planning Commission has reviewed a concept site layout and is generally comfortable moving forward with official site plan review.

Councilmember Musgrove referenced the 18-month term for building and asked if that is the standard or a deviation from the standard building requirement.

Economic Development Manager Sullivan stated that from a retail nature, it can take longer to obtain tenants. Other similar Purchase Agreements for retail have included 18 months. He noted that the applicant plans to move ahead with construction this year.

Motion by Councilmember Kuzma, seconded by Councilmember Riley, to Adopt Resolution #19-093 Approving Amendment to Purchase Agreements for Land Exchange; Case of PSD LLC; subject to City Attorney approval.

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

7.05: Pearson Park Construction Development Update – and Authorize a 5% Project Budget Extension

Parks and Assistant Public Works Superintendent Riverblood reviewed the staff report and recommendation to approve the budget increase by $13,765 for Pearson Park's construction.

Councilmember Heinrich stated that this sounds like an exciting project for the City and the children of the community. She stated that she likes the idea of natural elements for the sign. She asked for details on the previous sign plans. She referenced signage used in other City parks and stated that she tends to lean towards the Elmcrest sign as that has weathered better over time.

Park and Assistant Public Works Superintendent Riverblood stated that originally there was not a sign proposed for the initial development and was instead proposing a promotional brochure. He noted that the sign panels would be UV resistant. He stated that the capital improvement budget has a monument sign proposed for both Elmcrest and The Draw.

Councilmember Heinrich stated that she is very comfortable with a sign of that nature, with a cost of $5,000 but noted that the budget increase proposed is for $13,765. She stated that she is not as comfortable supporting the higher amount and would prefer to support just the sign.

Councilmember Shryock asked for details on how park dedication funds work and how those funds can be used.

Park and Assistant Public Works Superintendent Riverblood provided details on how park dedication funds can be used.

Councilmember Shryock received confirmation that because the funds proposed are park dedication fees, they would need to be used for parks.

Motion by Councilmember Shryock, seconded by Councilmember Kuzma, to acknowledge the park's construction status and approve a $13,765 park development increase, funded by the Riverstone subdivision's Park Dedication fees.

Further discussion: Councilmember Musgrove asked for details on what is included in the total budget request compared to the $5,000 sign amount. Park and Assistant Public Works Superintendent stated that the total budget request includes the sign request along with additional contingency funds. He explained that as a project wraps up there are some smaller items that appear and would be helpful and therefore the additional budget extension would provide additional flexibility.

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

7.06: Policy Regarding Remote Attendance and Participation in Council and Commission Meetings

City Administrator Ulrich reviewed the staff report and recommendation to approve the Policy Regarding Remote Attendance and Participation in Council and Commission Meetings. He noted that upon adoption, staff will notify QCTV to proceed with the necessary improvements to the system.

Councilmember Riley stated that the expectation would be that everyone attends, to the greatest extent of his or her abilities, and noted that is included in the language of the policy. He explained that if someone is unable to attend this policy would allow the person to still attend and participate in a meeting.

Councilmember Heinrich asked if the County and/or the State uses a similar policy.

City Administrator Ulrich replied that this is allowed by statute and that is what the policy is based upon. He noted that there are other municipalities that have similar policies in place but was unsure if the County has a policy in place.

Councilmember Musgrove asked if this policy would obligate a member not able to attend to attend remotely. She explained that if she is unable to attend in person, she most likely would not be able to attend remotely.

City Administrator Ulrich confirmed that the policy would not obligate someone unable to attend in person to attend remotely, but would simply provide that option. He explained that perhaps someone is traveling and still wanted to participate remotely.

Motion by Councilmember Riley, seconded by Councilmember Shryock, to approve the Policy Regarding Remote Attendance and Participation in Council and Commission Meetings.

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

7.07: Adopt Resolution #19-091 Hiring Seasonal Public Works Maintenance Workers and Temporary Interns

Administrative Services Director Lasher reviewed the staff report and recommendation to hire the following seasonal public works maintenance workers: James Kroll, effective April 29, 2019 and Jerry Hutchinson, effective April 24, 2019; and to hire the following temporary interns: Administrative Intern Jay Elmquist, effective May 13, 2019, and Planning Intern Elliot Mohler, effective May 20, 2019.

Councilmember Musgrove stated that this case includes a request for four hires. She noted that in reviewing previous requests, the hiring requests are broken into single hires.

Administrative Services Director Lasher explained that the City Council must authorize hires and fires. She explained that during the seasonal hiring of summer seasonal employees and interns, it is a complicated process and staff likes to bring forward the requests as soon as possible. She reviewed the number of cases that were brought forward in 2018 and explained that the purpose of combining the cases provides efficiency. She stated that this is the practice that the City has followed for some time.

Councilmember Heinrich stated that she has asked that this case be moved to the regular agenda, versus the consent agenda, to provide additional transparency. She stated that she is concerned with grouping the hires together. She stated that she would be comfortable approving the seasonal public works workers but would not support the administrative or planning interns.

Councilmember Shryock asked why the intern positions are concerning. She explained that the intern positions are similar to seasonal employees in that they are temporary employees that do not incur benefits.

Councilmember Heinrich stated that the public works department has a sufficient need for the seasonal workers. She stated that when reviewing the job descriptions for the administrative and

planning interns there seems to be a fair amount of overlap in the duties that the current staff members complete.

Mayor LeTourneau asked for additional input on the concern behind transparency as he was unsure, he understood the context.

Councilmember Heinrich stated that when a case is reviewed, there is additional information provided by staff, compared to a case included on the consent agenda.

Mayor LeTourneau asked staff for additional input on the topic of transparency. He stated that the residents are given many opportunities to be aware of the topic. He stated that bringing items off the consent agenda and onto the regular agenda creates additional work and essentially costs the residents more in the long run, should this continue to be a trend.

Administrative Services Director Lasher stated that her role in human resources for the City began in 2004 and since that time, all seasonal and temporary hires have been on the consent agenda. She stated that details are available in full text on the agenda, noting that residents can click on the item to view full detail. She agreed that it would add more to her responsibilities should the item continue to be moved off the consent agenda.

Councilmember Shryock stated that based on her experience with the seasonal worker and intern process, she continues to support the way the City has done this. She believed that packaging the positions together for approval makes sense to increase efficiency. She stated that many municipalities use interns during the busier season of the year, which is why they are used seasonally. She explained that interns are often college students that are able to share their knowledge with the City while gaining additional knowledge from the City. She believed that the City should continue to provide that opportunity to students while alleviating staff of some of their duties.

Mayor LeTourneau stated that the City is a customer-based organization, noting that the residents are the customers, and the use of interns has been positive.

Councilmember Kuzma agreed that he has seen positive experiences with use of the interns, which is valuable for the City and the interns.

Motion by Councilmember Kuzma, seconded by Councilmember Shryock, to Adopt Resolution #19-091 Hiring Seasonal Public Works Maintenance Workers and Temporary Interns.

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

8. MAYOR, COUNCIL AND STAFF INPUT

City Administrator Ulrich announced upcoming meetings and events.

Councilmember Shryock thanked everyone for their support, noting that it has been a great honor to work with all the distinguished members of the Council and staff.

9. ADJOURNMENT

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

Motion carried.

The regular meeting of the City Council adjourned at 8:50 p.m.

Respectfully submitted,

_____
Kurtis G. Ulrich
City Administrator

ATTEST:

_____
Katie M. Schmidt
Administrative Assistant

Drafted by Amanda Staple
TimeSaver Off Site Secretarial, Inc.

CC Regular Session **4. 4.**

Meeting Date: 05/14/2019

By: Wendy Schlueter, Community Development

Information

Title

Approve Licenses

Purpose/Background:

Purpose:

The purpose of this case is to approve various license requests for 2019.

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 City Council approval.

Recommendation:

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

Action:

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

Attachments

License Applications

Form Review

Inbox	Reviewed By	Date
Sean Sullivan	Wendy Schlueter	05/08/2019 11:26 AM
Sean Sullivan	Sean Sullivan	05/08/2019 03:13 PM
Tim Gladhill	Tim Gladhill	05/09/2019 08:51 AM
Kurt Ulrich	Kurt Ulrich	05/09/2019 11:08 AM

Form Started By: Wendy Schlueter Started On: 04/22/2019 11:42 AM

Final Approval Date: 05/09/2019

Report Name: License Report - License Types
Council Dates: 5/14/2019 to 5/14/2019
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					
Todd Bialon	7088 139th Ave NW		5/14/2022	5/14/2019	A
5 Star Property Ventures, LLC	14586 Olivine St NW		5/14/2022	5/14/2019	A
				Rental License Count: 2	
Temporary Intoxicating					
Ramsey Lions	7401 E Ramsey Pkwy		6/14/2019	5/14/2019	A
Ramsey Lions	7401 E Ramsey Pkwy		6/21/2019	5/14/2019	A
Ramsey Lions	7401 E Ramsey Pkwy		5/28/2019	5/14/2019	A
Ramsey Lions	7401 E Ramsey Pkwy		7/12/2019	5/14/2019	A
Ramsey Lions	7401 E Ramsey Pkwy		7/19/2019	5/14/2019	A
Ramsey Lions	7401 E Ramsey Pkwy		7/26/2019	5/14/2019	A
Ramsey Lions	7401 E Ramsey Pkwy		8/2/2019	5/14/2019	A
Ramsey Lions	7401 E Ramsey Pkwy		8/9/2019	5/14/2019	A
Ramsey Lions	7401 E Ramsey Pkwy		8/16/2019	5/14/2019	A
Ramsey Lions	7401 E Ramsey Pkwy		8/23/2019	5/14/2019	A
Ramsey Lions	7550 Sunwood Dr NW		9/8/2019	5/14/2019	A
				Temporary Intoxicating License Count: 11	
Transient Merchant/Peddler/Solici					
Aptive Environmental, LLC			12/31/2019	5/14/2019	A
Heston & Associates LLC			12/31/2019	5/14/2019	A
				Transient Merchant/Peddler/Solicitor License Count: 2	
				Total Licenses: 15	

CC Regular Session **4. 5.**

Meeting Date: 05/14/2019

By: Jeff Katers, Police

Information

Title

Approve JPA with the City of Blaine for Police Officer Staffing at PGA Tournament.

Purpose/Background:

The City of Blaine has requested assistance with licensed police officer staffing for the 3M Open Golf Tournament that is scheduled to take place July 1-7th at the TPC Golf Course in Blaine. They are anticipating large crowds for the tournament events. Ramsey Police department has police officers willing to work at these events (off duty hours) and the city of Ramsey Police coverage would not be affected by this agreement. Ramsey police officers have previously assisted other twin cities law enforcement agencies with staffing at special events.

The proposed Joint Powers Agreement (JPA) has been reviewed and approved by the city attorney and the city's workers compensation provider --the League of MN Cities.

Recommendation:

Staff reccomendation is to approve the attached JPA with the City of Blaine for licensed police officer staffing at the 3M Open Golf Tournament events.

Attachments

Blaine 3M Golf JPA

Form Review

Inbox	Reviewed By	Date
Kathy Schmitz	Kathy Schmitz	05/09/2019 09:02 AM
Kurt Ulrich	Kurt Ulrich	05/09/2019 11:43 AM
Form Started By: Jeff Katers		Started On: 05/09/2019 08:22 AM
Final Approval Date: 05/09/2019		

COOPERATIVE AGREEMENT REGARDING PUBLIC SAFETY RELATED TO THE 2019 3M OPEN

THIS INTERGOVERNMENTAL COOPERATIVE AGREEMENT REGARDING PUBLIC SAFETY AND SECURITY RELATED TO THE 2019 3M OPEN (hereinafter referred to as the "Agreement"), is made effective, except as otherwise made operationally effective as set forth in Section 5 herein, on this ____ day of _____, 201_, by and between the **CITY OF BLAINE, MINNESOTA**, a municipal corporation, (hereinafter referred to as the "City"), acting through its Police Department (hereinafter referred to as the "BPD") and _____, a [insert name of city/county/or other governmental entity acting through its _____ [insert name of law enforcement organization] (hereinafter referred to as the "Provider"). City, BPD, and each Provider may be referred to individually as a "Party" or collectively as the "Parties" to this Agreement.

WHEREAS, the City is the host city for the 2019 3M Open to be held on June 28, 2019 – July 7, 2019, and for related events, most of which will take place in the City (hereinafter referred to collectively as the "Event"); and

WHEREAS, the City is in need of procuring additional law enforcement personnel to provide the public safety and security measures required for such a large and unique Event; and

WHEREAS, at the request of the City, the Provider is willing to provide the services of the law enforcement personnel identified in this Agreement to the City to assist the BPD with Event security; and

NOW THEREFORE, pursuant to the authority contained in Minnesota Statutes Section 471.59 ("Joint Exercise of Powers") and/or Minnesota Statutes Sections 626.76 and 626.77, and in consideration of the mutual covenants herein contained and the benefits that each party hereto shall derive hereby, the Parties agree as follows:

1. PURPOSE OF THE AGREEMENT

1.1 The purpose of this Agreement is to set forth the terms and conditions whereby the Provider will provide the City with Licensed Peace Officers to be assigned to the Event to assist the BPD to provide law enforcement and security services ("Services") during the term of the Event.

1.2 Provider will exercise its best efforts to assist with Event security. The Parties acknowledge and agree that resource availability requires Provider to exercise its best judgment in prioritizing and responding to the public safety needs of its jurisdiction including, but not limited to, the Event. That prioritization decision belongs solely to Provider. The Provider may, at any time, recall the Provider's resources when, it is considered to be in Provider's best interest to do so.

1.3 Provider's resources shall be full-time, Licensed Peace Officers and each such Licensed Peace Officer must meet the following criteria as defined in Minnesota Statutes Sections 626.84, Subdivision 1(c) and 471.59, Subdivision 12, which reads:

"(1) the peace officer has successfully completed professionally recognized peace officer pre-employment education which the Minnesota Board of Peace Officer Standards and Training has found comparable to Minnesota peace officer pre-employment education; and

(2) the officer is duly licensed or certified by the peace officer licensing or certification authority of the state in which the officer's appointing authority is located."

2. ADDITIONAL CRITERIA OF LICENSED PEACE OFFICERS; PROVIDER SCOPE OF SERVICE

2.1 In addition to meeting the criteria set forth in Section 1 of this Agreement, the Provider agrees that each of the Licensed Peace Officers shall also meet the following criteria:

2.1.1. That each Licensed Peace Officer shall by reason of experience, training, and physical fitness be deemed by the Provider of being capable of performing public safety and law enforcement duties for the Event; and

2.1.2 That each Licensed Peace Officer is in good standing with the Provider. Throughout the term of this Agreement, the Provider shall promptly notify the BPD in the event that any licensed peace officer is no longer an officer in good standing with the Provider or shall recall any peace officer that is no longer in good standing; and

2.1.3 That unless otherwise provided or requested by the BPD, each Licensed Peace Officer shall be equipped and/or supplied by Provider at Provider's own expense, with a seasonally appropriate patrol uniform of the day and equipment, including but not limited to service belts with Provider radio equipment, service weapon and personal soft ballistic body armor, and traffic vest. Additionally, in Provider's discretion, personnel may be equipped with a cell phone that may be used to download a public safety application to aid in the tracking of law enforcement personnel during operational periods if allowed pursuant to Provider's policy.

2.2 Provider acknowledges and agrees that at any time during the term of this Agreement the City has the sole discretion to decline to accept and/or use any of Provider's Licensed Peace Officers or other law enforcement resources without cause or explanation.

2.3 The Provider agrees as follows:

2.3.1 As requested by BPD, Provider shall list information on each of Provider's Licensed Peace Officers no later than forty-five (45) days before the Event that includes, but is not limited to, name, rank, agency, badge number, photo, cell phone number, and emergency contact information. Said information shall be used strictly for law enforcement purposes related to the Event and each Party will hold the data in the same classification as the other does under the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13 ("MGDPA"); and

2.3.2. That each Licensed Peace Officer shall be assigned by the BPD, as determined and required by the BPD, to any Event-related assignment based on the Licensed Peace Officer's skill-set and known duty assignment as well as the needs of the operation; including, but not limited to, foot patrol, motorized patrol, static posts at outdoor perimeters, general security inside or outside venues, and traffic control; and

2.4 Provider acknowledges and agrees that at all times during any required training session or during the Event each of Provider's Licensed Peace Officers or other law enforcement resources and employees, regardless of rank or job title held as an employee of the Provider, shall be subject to a structure of supervision, command and control coordinated by BPD.

2.5 The Provider agrees to exercise reasonable efforts to cooperate and provide the City, with any other information reasonably requested by the City that the City deems necessary to facilitate and enable compliance with the terms and conditions contained in this Agreement.

2.6 Event staffing levels will be determined by the BPD as the lead law enforcement agency, regardless of the location of the Event.

2.7 The Provider will comply with the statutes and rules requiring the preservation of evidence including, but not limited to, Minnesota Statutes, Section 590.10 and Section 626.04. Each Provider must preserve all handwritten notes, photographs, incident reports, video recordings, statements, audio recordings, personal notes, interview audio, text messages, cell phone videos, removable electronic media, squad car videos, any other video recordings, emails, voice mails, computer files and all Work Product, Supporting Documentation and Business Records.

2.8 The BPD, as the lead law enforcement agency, will maintain a list of Licensed Peace Officers (LPOs) assigned to the Event.

3. CITY RESPONSIBILITIES

3.1 The City and the 3M OPEN FUND will prepare and enter into an "Event Support and Funding Agreement for the 2019 3M Open" (the "Support Agreement"). The Support Agreement will be the source of funding for the Event including the source of payment for the Services to be provided pursuant to this Joint Exercise of Powers Agreement ("Agreement") and for the policy of insurance that will pay for the defense and indemnification of claims filed against the City and each Provider during the term of the Event.

3.2 City agrees that it will provide or facilitate any necessary training to prepare for providing Event security. The substance of the training, if necessary; including the locations, dates, and times, shall be detailed in a separate writing provided from the BPD to the Provider.

3.3 The person responsible on behalf of the BPD for the daily operation, coordination and implementation of this Agreement, which responsibilities shall include, but not limited to, determining the assignments of the Provider's law enforcement resources, shall be Blaine Police Department Captain Dan Pelkey (hereinafter referred to as the "Coordinator"). Except as otherwise provided in this Agreement, all contacts or inquiries made by the Provider with regard to this Agreement shall be made directly to the Coordinator or the Coordinator's designee.

3.4 The City will develop and provide to each Provider an adequate supply of the standard incident report form to be used by the City and Providers that provide Services at the Event.

4. COMPENSATION AND PAYMENT PROCESS

4.1 The sole source of funds to reimburse each Provider performing under this Agreement shall be funds provided by the 3M Open Fund pursuant to the Support Agreement.

4.2 For and in consideration of the Provider performing under this Agreement, the Provider will be reimbursed for said Services at Provider's current hourly rates, not to exceed $235 per hour.

4.3 The BPD shall furnish the Provider with a statement which describes all applicable hours performed by the Provider during the term of the Agreement. The Provider shall submit the Payment Reimbursement Form to the BPD for all undisputed amounts within thirty-five (35) days after receipt of the statement of hours.

4.4 For any disputed amounts, the Provider shall provide the BPD with written notice of the dispute, including the date, amount, and reasons for dispute within fifteen (15) days after receipt of the statement of hours. The BPD and Provider shall memorialize the resolution of the dispute in writing and follow the dispute resolution procedure in Section 12 of this Agreement.

5. TERM OF AGREEMENT

5.1 This Agreement shall be effective as of the date indicated on the first page so that the Parties can undertake planning for all Event-related activity and shall expire on July 8, 2019, or the date to which law enforcement resources or Services are extended, whichever is later, unless terminated earlier in accordance with the provisions in Section 6.

6. TERMINATION

6.1 Termination by the City-The City may terminate this Agreement upon providing to the Provider not less than forty-five (45) days advance written notice for any of the reasons stated below:

6.1.1 Cancellation of the 2019 3M Open;

6.1.2 City and 3M Open Fund fail to enter into the Support Agreement;

6.1.3 Failure by the Provider to perform any material term under this Agreement and failure to cure the default within the time requested by the City.

6.2 Termination by the Provider- the Provider may terminate this Agreement upon providing to the City not less than forty-five (45) days advance written notice for any of the reasons stated below:

6.2.1 Cancellation of the 2019 3M Open;

6.2.2 Without cause forty-five (45) prior to the Event;

6.2.3 City and 3M Open Fund fail to enter into the Support Agreement;

6.3 In the event of a termination, each Party shall fully discharge all obligations owed to the other Party accruing prior to the date of such termination, and, except as otherwise provided herein, each Party shall be released from all obligations, which would otherwise accrue subsequent to the date of termination.

7. AGREEMENT MANAGEMENT

7.1 The Provider has identified the following person[s] as persons to contact only with regard to the following matters regarding the Agreement:

(List names) *(List responsibilities)*

8. INSURANCE; LIABILITY; MUTUAL RESPONSIBILITY; NO WAIVER OF IMMUNITIES

8.1 Insurance Coverage for Event. The 3M Open Fund has purchased a law enforcement liability insurance policy (the "Policy"). The insurance carrier is Gallagher (the "Insurer"). The Policy will provide primary coverage for claims that each Provider becomes legally obligated to pay as damages due to "bodily injury", "property damage", or "personal injury" suffered by third parties. The Policy will require the insurer to have the right and duty to defend and indemnify each Provider against any claim or lawsuit due to Provider acts that occur within the territory of the Event and during the period in which the Policy is in effect. Each Provider's Law Enforcement Officers will be covered under the Policy by virtue of the Provider being named an "insured" under the Policy.

8.1.1 The limits of liability for all occurrences (claims) during the coverage period is $10,000,000.00. The limit of liability for any third party claim for damage to or loss of personal property is $2,000,000.00.

8.1.2. The Policy shall be primary insurance and non-contributory to any other valid and collectible insurance available to a Party with respect to any claim arising out of a Party's performance under this Agreement.

8.1.3 The cost to hire and pay for legal representation to defend the City and any Provider ("defense costs") are not subject to the limit of the Policy.

8.1.4 The Policy is not subject to the payment of a deductible by the City or by any other Provider.

8.1.5. Each Provider agrees to be bound by the terms and conditions contained in the Policy.

8.1.6 Each Provider agrees that it will cooperate with the insurer and with the City by reasonably and timely responding to the insurer's request for information or to appear at meetings or judicially mandated hearings.

8.2 Insurance as Sole Source for Liability and Indemnity. Each Provider hereto agrees that it will only seek recovery for any liability incurred in carrying out the terms of this Agreement from the insurance to be procured by the 3M Open Fund.

8.2.1 If a Party's liability is not subject to recovery through the Policy, then each Party agrees that it will otherwise be responsible for its own acts and/or omissions and those of its officials, employees, representatives and agents in carrying out the terms of this Agreement, whether those acts or omissions occur within or outside of the jurisdiction or geographic limits of the City of Blaine, and the results thereof to the extent authorized by

law and shall not be responsible for the acts and/or omissions of the other Party and the results thereof.

8.2.2 In the unlikely event that the aggregate amount of any one or all claims exceeds the limits of the policies described in paragraph 8.1.1, then each Party agrees that it will otherwise be responsible for its own acts and/or omissions and those of its officials, employees, representatives and agents in carrying out the terms of this Agreement, whether those acts or omissions occur within or outside the of the jurisdiction or geographic limits of the City of Blaine, and the results thereof to the extent authorized by law and shall not be responsible for the acts and/or omissions of the other Parties and the results thereof.

8.3 Further Limitation On Provider Liability. It is understood and agreed that the liability of each Provider that is a municipality, county or similar political subdivision shall be limited by the provisions of Minnesota Statutes Chapter 466 (Tort Liability, Political Subdivisions) and the liability of the State of Minnesota as a Provider shall be limited by the provisions of Minnesota Statutes, Section 3.736 and by other applicable law. Nothing contained in this Agreement shall waive or amend, nor shall be construed to waive or amend any defense or immunity that either Party, its respective officials and employees, may have under said Chapter 466, Section 471.59 subd. 1a, and any common-law immunity or limitation of liability, all of which are hereby reserved by the Parties that have entered into this Agreement.

8.4 Provider Workers' Compensation Insurance Required. Except as expressly provided herein, each Party shall be responsible for injuries or death of its own personnel. Each Party will maintain workers' compensation insurance or self-insurance coverage, covering its own personnel while they are providing assistance pursuant to this Agreement. Except as expressly provided herein, each Party waives the right to sue any other Party for any workers' compensation benefits paid to its own employee or volunteer or their dependents.

8.5 Provider Responsible for Own Equipment. Except as expressly provided herein, each Party shall be responsible for damages to or loss of its own equipment. Except as expressly provided herein, each Party waives the right to sue any other Party for any damages to, or loss of its equipment.

8.6 Provider Rendering First Aid. Except for immediate first aid rendered by a Provider at the scene of an accident or occurrence, no other medical assistance, expenses or aid is covered under the Policy.

9. INDEPENDENT CONTRACTORS

Each Provider in its relationship with the City under this Agreement is an independent contractor. No Provider, its Licensed Peace Officers or other law

enforcement resources shall be considered an employee of the City. The City, its Licensed Peace Officers or other law enforcement resources shall not be considered employees of the Provider.

10. SUBCONTRACTING

The City and Provider agree that no Services will be subcontracted and agree not to enter into any subcontracts to provide any Services under this Agreement.

11. ASSIGNMENT

Neither the City nor the Provider will assign or transfer any interest in this Agreement without the consent of the other Party.

12. DISPUTE RESOLUTION

The City and the Provider each agree to cooperate and negotiate in good faith to resolve any disputes that arise regarding the terms of this Agreement and the performance of the Services. If good faith negotiations fail to resolve a dispute, then the Parties will use mediation services to attempt to resolve the dispute. The City and Provider will equally share the expense of the mediator.

The Parties will select a mediator by each submitting three names in rank order of preference to the other Party. If there is no common name on each Party's list, then a neutral, third party, law enforcement representative that is not a party to this Agreement will select a mediator for the Parties. If mediation fails to resolve a dispute between Parties, then the Parties will resolve the dispute through litigation.

13. AMENDMENT OR CHANGES TO AGREEMENT

13.1 Any alterations, amendments; deletions, or waivers of the provisions of this Agreement shall be valid only when reduced to writing and duly signed by the Parties hereto; after all appropriate and necessary authority has been acquired by each such Party.

13.2 Modifications or additional schedules shall not be construed to adversely affect vested rights or causes of action which have accrued prior to the effective date of such amendment, modification, or supplement. The term "Agreement" as used herein shall be deemed to include any future amendments, modifications, and additional schedules made in accordance herewith.

14. NOTICES

Except as otherwise stated in this Agreement, all notice or demand to be given under this Agreement shall be delivered in person or deposited in United States Certified Mail,

Return Receipt Requested. Any notices or other communications shall be addressed as follows:

To City:

Dan Pelkey
10801 Town Square Drive
Blaine, MN 55449
dpelkey@ci.blaine.mn.us

To Provider:

15. INTERPRETATION OF AGREEMENT

This Agreement shall be interpreted and construed according to the laws of the State of Minnesota.

16. ENTIRE AGREEMENT

It is understood and agreed that this entire Agreement supersedes all oral agreements and negotiations between the parties hereto relating to the subject matters herein. All items that are referenced or that are attached are incorporated and made a part of this Agreement. If there is any conflict between the terms of this Agreement and referenced or attached items, the terms of this Agreement shall prevail.

The matters set forth in the "WHEREAS" clauses at the beginning of this Agreement are by this reference incorporated into and made a part of this Agreement.

17. MISCELLANEOUS PROVISIONS

17.1 The Parties intend that, with respect to the defense and indemnification provisions in Section 8 hereof, this Agreement may benefit or create rights or causes of action in or on behalf of any other agency providing services for the Event under a similar but separate agreement. Except for the foregoing, the Parties intend that this Agreement will not benefit or create any right or cause of action in or on behalf of any person or entity other than the Parties.

17.2 The Parties shall cooperate in achieving the objectives of this Agreement pursuant to Minnesota Statutes, Sections 15.51 through 15.57.

17.3 The Parties shall comply with all applicable federal, state, and local statutes, regulations, rules and ordinances currently in force or later enacted including but not limited to the MGDPA, Minnesota Statutes Section 471.425, subd. 4a, and as applicable, non-discrimination and affirmative action laws and policies.

17.4 If any provision of this Agreement is held invalid or unenforceable, such invalidity or unenforceability will not affect any other provision, and this

Agreement will be construed and enforced as if such invalid or unenforceable provision had not been included.

17.5 Failure of a Party to enforce any provision of this Agreement does not affect the rights of the Parties to enforce such provision in another circumstance. Failure to enforce a provision does not affect the rights of the Parties to enforce any other provision of the Agreement at any time.

IN WITNESS WHEREOF, the parties hereto are authorized signatories and have executed this Agreement, the day and year first above written.

CITY OF BLAINE

By: _____
Clark Arneson
Its: City Manager

Date: April 15, 2019

By: _____
Tom Ryan
Its: Mayor

Date: April 15, 2019

STATE/CITY/COUNTY OF

By: _____

Its: _____

Date: _____

CC Regular Session **4. 6.**

Meeting Date: 05/14/2019

By: Jackie Lipski, Finance

Information

Title

Adopt Resolution #19-112 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of April 18, 2019 through May 8, 2019

Action:

Motion to Adopt Resolution #19-112 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of April 18, 2019 through May 8, 2019

Attachments

Bills List 5/14/2019

Resolution 5/14/2019

Form Review

Inbox	Reviewed By	Date
Diana Lund	Diana Lund	05/08/2019 01:56 PM
Kurt Ulrich	Kurt Ulrich	05/09/2019 11:28 AM
Form Started By: Jackie Lipski		Started On: 05/08/2019 01:26 PM
Final Approval Date: 05/09/2019		

RAMSEY CITY COUNCIL MEETING

5/14/2019

BILLS LIST

DISBURSEMENTS TO BE APPROVED THIS MEETING:

DISBURSEMENT TYPE:	SUBMITTED FOR APPROVAL
Purchase Journal:	
Prepaids 4/18/19-5/8/19	546,679.67
Accounts Payable 4/18/19-5/8/19	302,582.44
Payroll 4/19/2019 and 5/3/19	341,046.15

TOTAL SUBMITTED FOR APPROVAL THIS MEETING **$ 1,190,308.26**

	APPROVED PREV. MTG	2019 Y.T.D.
DISBURSEMENTS PREVIOUSLY APPROVED AND PAID:		
NET PAYROLL TOTAL	$ 160,457.14	$ 1,182,302.77
- CORRECTION TO PAYROLL		
PREPAIDS	226,229.35	1,918,983.38
- PREPAID ADJUSTMENTS		
WIRE TRANSFERS FOR DEBT SERVICE		549,343.75
- CORRECTION TO D.S.		
ACCOUNTS PAYABLE INVOICING - PREVIOUS MEETING:		
- BILLS LIST SUBMITTED	202,817.04	2,595,504.95
ADD (DELETE) BILLS LIST SUBMITTED		
PAY ESTIMATE(S)	331,057.95	412,126.08
- CHECKS VOIDED	0.00	0.00
TOTAL CASH DISBURSEMENTS PREVIOUSLY APPROVED	**$ 920,561.48**	**$ 6,658,260.93**

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
108556	**4/18/2019**		**116894 BICE, CHARLES**						
		10.00	PART REF PERMIT 39632		96276	041119	9101.4307		PERMIT PLAN REVIEW
		10.00							
108557	**4/18/2019**		**100209 HAKANSON ANDERSON ASSOC INC**						
		1,890.00	HWY 10 LOTS 2&3 RAMSEY		96280	41632	9230.6315		MISCELLANEOUS PROFE
		1,890.00							
108558	**4/18/2019**		**116895 MARTIN, DONNA**						
		749.99	REPAY CERT. ADJ. OFF		96282	041219	9601.4609		OTHER MISCELLANEOUS
		749.99							
108559	**4/18/2019**		**100360 NORTH STAR TOWING INC**						
		260.00	TOW DEANO'S TO PD		96283	65927	9702.6389		TOWING SERVICES
		260.00							
108560	**4/18/2019**		**100391 POSTMASTER**						
		1,890.78	POSTAGE-RECY SPRING POSTCARD		96285	041719	9604.6249		MISCELLANEOUS OPERA
		1,890.78							
108561	**4/18/2019**		**100391 POSTMASTER**						
		1,702.74	POSTAGE- MAY/JUNE RAM RES		96286	041219	0195.6322		POSTAGE
		1,702.74							
108562	**4/18/2019**		**115972 ROBINSON, SCOTT**						
		2,012.50	MAY/JUNE 19 ADS RAM RES		96287	041219	9101.4609		OTHER MISCELLANEOUS
		2,012.50							
108606	**4/25/2019**		**111385 ACHIEVE SERVICES INC**						
		36.25	SHREDDING		96205	20781	0130.6405		OFFICE & DATA PROCES
		36.25							
108607	**4/25/2019**		**100017 AIRGAS USA, LLC**						
		31.24	MISC GASES		96206	9960512922	0452.6249		MISCELLANEOUS OPERA
		43.75	CYLINDER RENEW 5/19-4/20		96207	9961209951	0311.6249		MISCELLANEOUS OPERA
		43.75	CYLINDER RENEW 5/19-4/20		96207	9961209951	0452.6249		MISCELLANEOUS OPERA
		45.47	MISC SUPPLIES		96208	9087237341	0311.6249		MISCELLANEOUS OPERA
		164.21							
108608	**4/25/2019**		**100040 ANOKA COUNTY FIRE PROTECTION COUNCIL**						
		14,650.00	PSDS COST ALLOCATION 2019		96310	18-1860	0220.6405		OFFICE & DATA PROCES
		420.00	2019 ANNUAL DUES		96311	18-1836	0220.6451		MEMBERSHIP DUES
		15,070.00							
108609	**4/25/2019**		**111377 ANOKA MUNICIPAL UTILITY**						
		39.24	BUNKER LK BLVD/DYSPOSIUM		96313	22-612000-01 MAR 19	0260.6371		ELECTRIC UTILITIES
		117.85	CTY RD 116/HWY 47 SIGNAL		96314	22-613120-01 MAR 19	0260.6371		ELECTRIC UTILITIES
		48.95	14034 DYSPOSIUM ST NW		96315	22-610280-00 MAR 19	9603.6371		ELECTRIC UTILITIES
		56.80	RAMSEY STREET LIGHTS		96316	22-990005-01 MAR 19	9603.6371		ELECTRIC UTILITIES
		262.84							
108610	**4/25/2019**		**100063 ASPEN MILLS**						

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
108610	4/25/2019		100063 ASPEN MILLS						Continued.
		52.50	C. WEISS- PANTS		96209	235009	0220.6231		UNIFORMS & TURN-OUT
		46.50	D. WEIGMAN- PANTS		96210	235011	0220.6231		UNIFORMS & TURN-OUT
		46.85	S. WIDSTROM- PANTS		96211	235151	0220.6231		UNIFORMS & TURN-OUT
		359.15	C. SCHIFERLI- MISC		96212	235152	0220.6231		UNIFORMS & TURN-OUT
		445.20	D. CLARK RES MISC		96317	235014	0211.6231		UNIFORMS & TURN-OUT
		698.00	K. MCNALLY CSO BODY ARMOR		96318	235040	0211.6231		UNIFORMS & TURN-OUT
		1,548.24	K. MCNALLY MISC		96319	235012	0211.6231		UNIFORMS & TURN-OUT
		164.80	N. STOLP- TASER HOLSTER		96320	235013	0211.6231		UNIFORMS & TURN-OUT
		3,361.24							
108611	4/25/2019		116114 AVESIS THIRD PARTY ADMINISTRATORS						
		132.48	VISION INS MAY 2019		96321	2314994	9101.2170		DENTAL/DISABILITY/LIFE
		132.48							
108612	4/25/2019		116015 AXON ENTERPRISE INC						
		540.00	CARTRIDGES		96322	SI-1585708	0211.6207		TRAINING SUPPLIES
		540.00							
108613	4/25/2019		113130 BOILER SERVICES INC						
		1,845.38	WORK ON BOILERS		96213	46199	0194.6382		MACHINERY & EQUIPMEI
		1,845.38							
108614	4/25/2019		103641 BOYER TRUCKS ROGERS						
		91.56	MISC PARTS 693		96214	61310R	0311.6257		OTHER VEHICLE PARTS
		91.56							
108615	4/25/2019		116439 CANTEEN VENDING						
		186.00	COFFEE		96215	141780000056686	0194.6249		MISCELLANEOUS OPERA
		186.00							
108616	4/25/2019		100297 CENTERPOINT ENERGY						
		176.39	6701 HWY 10		96323	6011580-5 MAR 19	9410.6373	00041012	GAS
		2,128.99	7550 SUNWOOD DR		96324	6702493-5 MAR 19	0194.6373		GAS
		81.98	14515 E TOWN CENTER DR		96325	8782239-1 MAR 19	9601.6373		GAS
		352.01	5650 ALPINE DR NW		96326	5961540-1 MAR 19	0220.6373		GAS
		156.69	15050 ARMSTRONG BLVD NW		96327	5914352-9 MAR 19	0220.6373		GAS
		2,896.06							
108617	4/25/2019		110734 CITY OF RAMSEY						
		300.00	727510		96328	042419	9601.4651		WATER REVENUE
		80.00	719280		96328	042419	9601.4651		WATER REVENUE
		196.56	610929376		96328	042419	9601.4651		WATER REVENUE
		258.00	701128448		96328	042419	9601.4651		WATER REVENUE
		700.00	720344		96328	042419	9601.4651		WATER REVENUE
		1,534.56							
108618	4/25/2019		108228 COBORN'S INC						
		47.08	LUND- FUNERAL FLORAL		96217	103403552	0130.6249		MISCELLANEOUS OPERA
		47.08							

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
108619	4/25/2019		111818 DEANO'S COLLISION SPECIALISTS INC						Continued.
		1,850.14	WORK ON 396		96330	52518	0230.6550		MOTOR VEHICLES
		1,850.14							
108620	4/25/2019		106583 DELTA DENTAL PLAN OF MINNESOTA						
		3,493.90	MAY 2019 DENTAL INS		96331	7626530	9101.2170		DENTAL/DISABILITY/LIFE
		3,493.90							
108621	4/25/2019		101185 DO ALL PRINTING COM INC						
		150.00	EVENT PARKING BANNERS-EXPO		96332	42895	9230.6249		MISCELLANEOUS OPERA
		150.00							
108622	4/25/2019		100164 ELECTRIC SYSTEMS OF ANOKA INC						
		124.00	REPAIR SIREN 13		96222	7254	0250.6382		MACHINERY & EQUIPMEI
		124.00	REPAIR SIREN 11		96223	7253	0250.6382		MACHINERY & EQUIPMEI
		124.00	REPAIR SIREN 9		96224	7251	0250.6382		MACHINERY & EQUIPMEI
		529.80	REPAIR SIREN 7		96225	7247	0250.6275		OTHER EQUIPMENT PAR
		320.75	REPAIR SIREN 7		96225	7247	0250.6382		MACHINERY & EQUIPMEI
		252.49	REPAIR SIREN 6		96226	7250	0250.6275		OTHER EQUIPMENT PAR
		290.25	REPAIR SIREN 6		96226	7250	0250.6382		MACHINERY & EQUIPMEI
		519.65	REPAIR SIREN 2		96227	7248	0250.6275		OTHER EQUIPMENT PAR
		551.50	REPAIR SIREN 2		96227	7248	0250.6382		MACHINERY & EQUIPMEI
		271.43	REPAIR SIREN 1		96228	7252	0250.6275		OTHER EQUIPMENT PAR
		456.50	REPAIR SIREN 1		96228	7252	0250.6382		MACHINERY & EQUIPMEI
		766.90	REPAIR SIREN 15		96229	7134	0250.6275		OTHER EQUIPMENT PAR
		1,112.75	REPAIR SIREN 15		96229	7134	0250.6382		MACHINERY & EQUIPMEI
		634.78	REPAIR SIREN 8		96230	7212	0250.6275		OTHER EQUIPMENT PAR
		975.25	REPAIR SIREN 8		96230	7212	0250.6382		MACHINERY & EQUIPMEI
		52.49	REPAIR SIREN 17		96231	7215	0250.6275		OTHER EQUIPMENT PAR
		195.25	REPAIR SIREN 17		96231	7215	0250.6382		MACHINERY & EQUIPMEI
		529.80	REPAIR SIREN 14		96232	7255	0250.6275		OTHER EQUIPMENT PAR
		171.50	REPAIR SIREN 14		96232	7255	0250.6382		MACHINERY & EQUIPMEI
		8,003.09							
108623	4/25/2019		100169 EMERGENCY APPARATUS MAINTENANCE INC						
		728.85	REPAIR 565		96233	105264	0220.6388		OTHER VEHICLE REPAIR
		728.85							
108624	4/25/2019		116907 FAIRWAYS ON THE RUM						
		1,250.00	REF APR-JUNE 19 LIQ LICENSE		96333	042319	9101.4155		LIQUOR-ON SALE
		50.00	REF APR-JUNE 19 LIQ LICENSE		96333	042319	9101.4155		LIQUOR-ON SALE
		1,300.00							
108625	4/25/2019		107737 FINANCE AND COMMERCE INC						
		171.12	ST RECON BIDS		96238	744216651	9435.6530	00201903	IMPROVEMENTS OTHER
		175.96	ST RECN FORD BROOK ESTATES		96239	744216652	9435.6530	00201901	IMPROVEMENTS OTHER
		347.08							
108626	4/25/2019		100650 GRAINGER						
		62.92	HOSE CLAMPS		96240	9142266759	9601.6249		MISCELLANEOUS OPERA
		77.20	SAFETY SIGNS		96241	9136171072	0194.6281		SMALL TOOLS & MINOR E
		140.12							
108627	4/25/2019		112564 HEALTH PARTNERS GROUP HEALTH-WORKSITE						
		93.00	MARCH 2019 SERVICES		96242	W815845	0130.6315		MISCELLANEOUS PROFE
		93.00							

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
108627	4/25/2019		112564 HEALTH PARTNERS GROUP HEALTH-WORKSITE						Continued.
108628	4/25/2019		115574 HEALTHPARTNERS						
		50,790.00	MED INS MAY 2019		96334	88993222	9101.2176		LIFE/HEALTH-EMPLOYEE
		50,790.00							
108629	4/25/2019		115760 HENRY SCHEIN INC						
		63.05	MISC FIRE DEPT SUPPLIES		96243	63893658	0220.6239		FIRST AID SUPPLIES
		41.12	EYEWASH UNIT REFILL		96244	63357569	0220.6239		FIRST AID SUPPLIES
		91.72	WOOL BLANKET		96245	63782453	0220.6239		FIRST AID SUPPLIES
		195.89							
108630	4/25/2019		100259 LEAGUE OF MN CITIES INS TRUST						
		2,880.57	PLOW/PARKED CAR		96247	4351	9702.6315		MISCELLANEOUS PROFE
		2,880.57							
108631	4/25/2019		116169 LIFE INSURANCE CO OF NORTH AMERICA						
		19.40	MAY 2019 INS		96335	AI960634 MAY 19	9101.2170		DENTAL/DISABILITY/LIFE
		17.04	MAY 2019 INS		96335	AI960634 MAY 19	9101.2170		DENTAL/DISABILITY/LIFE
		36.44							
108632	4/25/2019		102954 LITTLE FALLS MACHINE INC						
		104.95	OFFSET CLEVIS		96248	355261	0312.6257		OTHER VEHICLE PARTS
		104.95							
108633	4/25/2019		100266 LOGIS						
		13,710.00	APRIL 2019 SERVICES		96249	46867	0192.6405		OFFICE & DATA PROCES
		13,710.00							
108634	4/25/2019		116908 MARTIN, MARY						
		75.00	REIMB MAILBOX DAMAGE		96336	042419	0312.6267		OTHER STREET MAINTEI
		75.00							
108635	4/25/2019		100345 NAPA AUTO PARTS ELK RIVER						
		17.32	WIPER BLADES		96252	008693	0220.6257		OTHER VEHICLE PARTS
		17.32							
108636	4/25/2019		100360 NORTH STAR TOWING INC						
		566.00	3 TOWS		96337	040119	0211.6389		TOWING SERVICES
		566.00							
108637	4/25/2019		106216 PIONEER RIM AND WHEEL CO						
		250.36	SKID STEER TRAILER PARTS		96256	01BK0289	0311.6257		OTHER VEHICLE PARTS
		250.36							
108638	4/25/2019		112959 PREMIUM WATERS INC						
		38.19	FD BOTTLED WATER		96257	621331-03-19	0220.6489		OTHER CONTRACTED SE
		105.49	FD BOTTLED WATER		96258	621332-03-19	0220.6489		OTHER CONTRACTED SE
		143.68							
108639	4/25/2019		106617 ROTARY CLUB OF RAMSEY						
		150.00	K. ULRICH 2ND QTR 2019 DUES		96259	123 2ND QTR DUES	0130.6451		MEMBERSHIP DUES
		150.00							
108640	4/25/2019		103215 SKILLPATH SEMINARS						

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
108640	4/25/2019		103215 SKILLPATH SEMINARS						Continued.
		199.00	M. WEIDNER ADMIN ASSIT CONF		96260	12054003	0301.6335		TRAINING
		199.00							
108641	4/25/2019		116602 TEAM LABORATORY CHEMICAL CORP						
		687.84	MISC SUPPLIES		96340	INV0015509	9602.6249		MISCELLANEOUS OPERA
		687.84							
108642	4/25/2019		112506 TOWN CENTER GARDENS						
		100.00	REF DAMAGE DEP 10/14/2010		96342	041819	9804.1160		KEY & DAMAGE DEPOSIT
		100.00							
108643	4/25/2019		113539 WINSUPPLY TWIN CITIES MN CO.						
		149.77	MISC SUPPLIES		96346	119328 00	0194.6259		BUILDING MAINT/REPAIR
		149.77							
108644	4/25/2019		100541 ZARNOTH BRUSH WORKS INC						
		1,584.00	BROOM REPLACEMENTS		96261	0174367	9605.6249		MISCELLANEOUS OPERA
		1,584.00							
108645	4/25/2019		106402 ZEP MANUFACTURING COMPANY						
		552.99	ZEP BRAKE WASH		96262	9004157065	0311.6249		MISCELLANEOUS OPERA
		552.99							
108646	5/2/2019		100063 ASPEN MILLS						
		52.50	C. SCHIFERLI		96447	235010	0220.6231		UNIFORMS & TURN-OUT
		52.50							
108647	5/2/2019		116914 BAILEY, JIM						
		75.00	REIMBURSE MAILBOX DAMAGE		96448	043019	0312.6267		OTHER STREET MAINTEI
		75.00							
108648	5/2/2019		116848 BAYCOM INC						
		2,204.00	3YR ARBITRATOR MAINT.		96449	SRVCE0000000195 29	0192.6405		OFFICE & DATA PROCES:
		2,204.00							
108649	5/2/2019		100297 CENTERPOINT ENERGY						
		541.75	PW MISC ACCTS		96450	8000014064-2 MAR 19	0311.6373		GAS
		313.88	PW MISC ACCTS		96450	8000014064-2 MAR 19	0452.6373		GAS
		180.58	PW MISC ACCTS		96450	8000014064-2 MAR 19	9601.6373		GAS
		180.58	PW MISC ACCTS		96450	8000014064-2 MAR 19	9602.6373		GAS
		180.59	PW MISC ACCTS		96450	8000014064-2 MAR 19	9605.6373		GAS
		1,397.38							
108650	5/2/2019		107724 COMCAST						
		6.96	3 MTHS FIRE STAT 1		96451	042419	0220.6489		OTHER CONTRACTED SE
		6.96							
108651	5/2/2019		100116 CONNEXUS ENERGY						
		11.30	6401 W HWY 10 STATION SITE		96452	444931-270863	9603.6371		ELECTRIC UTILITIES

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108651	5/2/2019		100116 CONNEXUS ENERGY						Continued.
						APR 19			
		11.30							
108652	5/2/2019		116912 FLORENTIUS, HENRY AND JACQUELINE						
		75.00	REIMBURSE MAILBOX DAMAGE		96454	042919	0312.6267		OTHER STREET MAINTEI
		75.00							
108653	5/2/2019		116915 MONZ INC						
		85.08	REFUND ESCROW 116688		96459	043019	9804.6433	00116688	REFUNDS
		85.08							
108654	5/2/2019		100351 NCPERS GROUP LIFE INS						
		416.00	MAY 2019 LIFE INS		96461	704800052019	9101.2170		DENTAL/DISABILITY/LIFE
		416.00							
108655	5/2/2019		115167 NET TRANSCRIPTS INC						
		164.44	TRANSCRIPTIONS		96460	0024558	0211.6315		MISCELLANEOUS PROFE
		164.44							
108656	5/2/2019		114682 PRO TEC DESIGN INC						
		2,091.62	REPLACE CAMERAS		96462	89822	0192.6281		SMALL TOOLS & MINOR E
		1,016.76	REPLACE CAMERAS		96462	89822	0192.6405		OFFICE & DATA PROCES:
		3,108.38							
108657	5/2/2019		100422 REGISTERED ABSTRACTERS INC						
		1.00	EARNEST STORM WATER POND		96469	050219	9605.1710		LAND
		1.00							
108658	5/2/2019		110794 SCHMIDT CURB COMPANY INC						
		4,260.00	CURBBING CITY HALL		96464	19M01	0311.6489		OTHER CONTRACTED SE
		4,260.00							
108659	5/2/2019		111137 WRIGHT HENNEPIN COOPERATIVE ELECTRIC						
		27.95	7550 SUNWOOD DR		96467	150-1681-6340	0194.6489		OTHER CONTRACTED SE
						APR 19			
		27.95	MISC CITY ACCTS		96468	042619	0220.6489		OTHER CONTRACTED SE
		35.90	MISC CITY ACCTS		96468	042619	0194.6489		OTHER CONTRACTED SE
		24.95	MISC CITY ACCTS		96468	042619	9240.6315		MISCELLANEOUS PROFE
		27.95	MISC CITY ACCTS		96468	042619	9410.6315	00041012	MISCELLANEOUS PROFE
		144.70							
1000034	4/19/2019		100158 ECM PUBLISHERS INC						
		48.38	PH- WELLHEAD PLAN		96278	678690	9601.6315		MISCELLANEOUS PROFE
		48.38							
1000035	4/19/2019		116893 GRAF, MATT						
		18.56	ON CALL MILEAGE REIMB.		96279	041019	0311.6334		MILEAGE REIMBURSEME
		18.56	ON CALL MILEAGE REIMB.		96279	041019	0312.6334		MILEAGE REIMBURSEME
		74.24	ON CALL MILEAGE REIMB.		96279	041019	9601.6334		MILEAGE REIMBURSEME
		37.12	ON CALL MILEAGE REIMB.		96279	041019	9602.6334		MILEAGE REIMBURSEME
		18.56	ON CALL MILEAGE REIMB.		96279	041019	9605.6334		MILEAGE REIMBURSEME
		167.04							
1000036	4/19/2019		114415 KUBAT, CALVIN						
		41.06	MILEAGE- IT SECURITY		96281	041719	0192.6335		TRAINING

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1000036	4/19/2019		114415 KUBAT, CALVIN						Continued.
		41.06							
1000037	4/19/2019		110547 NORTHWEST LIGHTING SYSTEMS CO.						
		82.28	MISC BULBS		96284	111355	0194.6249		MISCELLANEOUS OPERA
		82.28							
1000038	4/24/2019		100257 LAW ENFORCEMENT LABOR SRV INC						
		612.00			96038	040419810312	9101.2177		UNION DUES
		612.00			96300	0418191540392	9101.2177		UNION DUES
		1,224.00							
1000039	4/24/2019		100298 MN AFSCME COUNCIL 5						
		526.26			96039	040419810313	9101.2177		UNION DUES
		526.26			96301	0418191540393	9101.2177		UNION DUES
		1,052.52							
1000040	4/25/2019		111610 A DYNAMIC DOOR CO. INC.						
		95.47	DOORS 17 AND 18		96166	21903283	0311.6259		BUILDING MAINT/REPAIR
		243.40	DOORS 17 AND 18		96166	21903283	0311.6381		BUILDING & STRUCTURE
		338.87							
1000041	4/25/2019		100031 ANOKA COUNTY						
		16,620.27	REAL 34-32-25-12-0008		96104	041219	9410.6315	00041001	MISCELLANEOUS PROFE
		545.16	REAL 23-32-25-41-0047		96105	041219A	0194.6374		REFUSE/RECYCLING
		3,666.48	REAL 28-32-25-31-0020		96106	041219B	9410.6315	00041005	MISCELLANEOUS PROFE
		4,268.95	REAL 28-32-25-31-0007		96107	041219C	9410.6315	00041005	MISCELLANEOUS PROFE
		53.23	REAL 34-32-25-24-0043		96108	041219D	0452.6249		MISCELLANEOUS OPERA
		155.53	REAL 34-32-25-12-0009		96109	041219E	9410.6315	00041012	MISCELLANEOUS PROFE
		545.16	REAL 28-32-25-42-0024		96110	041219F	0194.6374		REFUSE/RECYCLING
		545.16	REAL 28-32-25-31-0017		96111	041219G	0194.6374		REFUSE/RECYCLING
		27.92	REAL 28-32-25-31-0005		96112	041219H	0194.6374		REFUSE/RECYCLING
		69.14	REAL 27-32-25-33-0012		96113	041219I	0194.6374		REFUSE/RECYCLING
		155.53	REAL 27-32-25-33-0008		96114	041219J	0194.6374		REFUSE/RECYCLING
		21.29	REAL 25-32-25-44-0012		96115	041219K	0194.6374		REFUSE/RECYCLING
		155.53	REAL 20-32-25-44-0002		96116	041219L	0194.6374		REFUSE/RECYCLING
		69.14	REAL 16-32-25-23-0001		96117	041219M	0194.6374		REFUSE/RECYCLING
		172.86	REAL 14-32-25-21-0003		96118	041219N	0452.6249		MISCELLANEOUS OPERA
		1,274.00	00066-2003 PERS		96119	041219O	9410.6315	00041014	MISCELLANEOUS PROFE
		746.57	REAL 28-32-25-22-0057		96120	041219P	9214.6315		MISCELLANEOUS PROFE
		6,946.95	STRUC 00066-2001		96121	041219Q	9410.6315	00041018	MISCELLANEOUS PROFE
		4,229.83	00066-2006 PERS		96122	041219R	9410.6315	00041007	MISCELLANEOUS PROFE
		40,268.70							
1000042	4/25/2019		100035 ANOKA COUNTY CENTRAL COMMUNICATIONS						
		106.50	MOTOROLA RADIO BATTERY		96170	2019034	0220.6281		SMALL TOOLS & MINOR E
		426.00	4 MOTOROLA RADIO BATTERIES		96171	2019029	0211.6233		BATTERIES EQUIP
		532.50							
1000043	4/25/2019		100647 BOLTON AND MENK INC						
		42,771.50	HIWAY 10 CORR FEB 2019		96130	0230949	9400.6315		MISCELLANEOUS PROFE
		42,771.50							
1000044	4/25/2019		116197 CINTAS CORPORATION						
		28.00	UNIFORM CLEANING		96131	4018951388	0311.6417		UNIFORM RENTAL
		4.00	UNIFORM CLEANING		96131	4018951388	0452.6417		UNIFORM RENTAL

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1000044	4/25/2019		116197 CINTAS CORPORATION						Continued.
		32.63	UNIFORM CLEANING		96131	4018951388	0311.6415		OTHER EQUIPMENT REN
		32.63	UNIFORM CLEANING		96131	4018951388	0452.6415		OTHER EQUIPMENT REN
		97.26							
1000045	4/25/2019		100144 DEHN OIL COMPANY						
		287.30	BULK 5W30		96135	25134370	0311.6227		LUBRICANTS & ADDITIVE
		287.30							
1000046	4/25/2019		100158 ECM PUBLISHERS INC						
		69.88	PH-ACE SOLID WASTE		96136	680400	9804.6315	00116829	MISCELLANEOUS PROFE
		64.50	PH- COMP PLAN 2040		96137	680401	0191.6352		GENERAL NOTICE & PUB
		102.13	RE: HAUCK		96138	680402	9804.6315	00116814	MISCELLANEOUS PROFE
		150.50	PH-SWPPP		96139	680399	9605.6249		MISCELLANEOUS OPERA
		387.01							
1000047	4/25/2019		108737 EMERGENCY AUTOMOTIVE TECHNOLOGY INC						
		437.76	WORK ON 394		96177	DL012819-26F	0211.6550		MOTOR VEHICLES
		437.76							
1000048	4/25/2019		113321 FACTORY MOTOR PARTS CO						
		5.99	AIR FILTER 301		96140	6-1530542	0311.6257		OTHER VEHICLE PARTS
		5.99	AIR FILTERS 353		96178	6-1531096	0311.6257		OTHER VEHICLE PARTS
		5.99	AIR FILTER 393		96179	6-1530761	0311.6257		OTHER VEHICLE PARTS
		17.97							
1000049	4/25/2019		107099 FASTENAL						
		8.95	S HOOKS		96180	MNTC8174774	9601.6249		MISCELLANEOUS OPERA
		8.95							
1000050	4/25/2019		112421 FIRST SCRIBE						
		200.00	ROW WAY APR 2019		96181	2480506	0311.6315		MISCELLANEOUS PROFE
		200.00							
1000051	4/25/2019		100200 GOPHER STATE ONE CALL INC						
		31.50	73 TICKETS		96142	9030683	9601.6249		MISCELLANEOUS OPERA
		31.50	73 TICKETS		96142	9030683	9602.6249		MISCELLANEOUS OPERA
		31.50	73 TICKETS		96142	9030683	9605.6249		MISCELLANEOUS OPERA
		94.50							
1000052	4/25/2019		100283 MENARDS COON RAPIDS						
		248.21	MISC SUPPLIES		96154	97877	0452.6249		MISCELLANEOUS OPERA
		112.95	MISC SUPPLIES		96155	97848	0220.6335		TRAINING
		361.16							
1000053	4/25/2019		100363 NORTHERN SANITARY SUPPLY CO						
		385.79	MISC SUPPLIES		96160	194540	0194.6249		MISCELLANEOUS OPERA
		385.79							
1000054	4/25/2019		115071 NORTHLAND OCCUPATIONAL HEALTH						
		50.00	PRE EMPL M. BREITER		96162	3122	0130.6305		MEDICAL/PSYCHOLOGIC
		50.00							
1000055	4/25/2019		110547 NORTHWEST LIGHTING SYSTEMS CO.						
		679.48	RAMP MISC BULBS		96161	111456	9240.6315		MISCELLANEOUS PROFE
		679.48							

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1000055	4/25/2019		110547 NORTHWEST LIGHTING SYSTEMS CO.						Continued.
1000056	4/25/2019		111488 POPP.COM INC						
		83.05	MARCH 2019 SERVICE		96163	992544800	0130.6321		TELEPHONE
		36.91	MARCH 2019 SERVICE		96163	992544800	0153.6321		TELEPHONE
		46.14	MARCH 2019 SERVICE		96163	992544800	0191.6321		TELEPHONE
		175.33	MARCH 2019 SERVICE		96163	992544800	0211.6321		TELEPHONE
		27.68	MARCH 2019 SERVICE		96163	992544800	0240.6321		TELEPHONE
		106.12	MARCH 2019 SERVICE		96163	992544800	0301.6321		TELEPHONE
		41.53	MARCH 2019 SERVICE		96163	992544800	0220.6321		TELEPHONE
		109.09	MARCH 2019 SERVICE		96163	992544800	0220.6321		TELEPHONE
		87.12	MARCH 2019 SERVICE		96163	992544800	0311.6321		TELEPHONE
		106.76	MARCH 2019 SERVICE		96163	992544800	9240.6321		TELEPHONE
		58.05	MARCH 2019 SERVICE		96163	992544800	9410.6315	00041012	MISCELLANEOUS PROFE
		877.78							
1000057	4/25/2019		113444 PRECISE						
		1,680.89	FEB 2019 DATA		96164	IN200-1020612	0311.6315		MISCELLANEOUS PROFE
		1,680.89							
1000058	4/25/2019		100469 STREICHER'S POLICE EQUIPMENT						
		1,296.88	PD SUPPLIES		96196	I1359667	0211.6235		AMMUNITION
		5,527.93	PD SUPPLIES		96197	I1360081	0211.6231		UNIFORMS & TURN-OUT
		6,824.81							
1000059	4/25/2019		100485 TIMESAVER OFF SITE SECRETARIAL INC						
		818.25	MARCH 2019 MEETINGS		96198	M24613	0130.6315		MISCELLANEOUS PROFE
		818.25							
1000060	4/25/2019		112688 TITAN MACHINERY						
		566.00	CYLINDERS		96199	12203155	9605.6257		OTHER VEHICLE PARTS
		566.00							
1000061	4/25/2019		112515 WSB AND ASSOCIATES INC						
		3,095.75	SERVICES FEB 2019		96200	R-013243-000-2	9230.6246		MARKETING & PROMOTI
		4,578.00	2019 GEN PLAN FEB 2019		96201	R-013321-000-2	0191.6315		MISCELLANEOUS PROFE
		3,781.00	2040 COMP PLAN FEB 2019		96202	0-001973-160-25	0191.6315		MISCELLANEOUS PROFE
		11,454.75							
1000062	4/26/2019		116603 ADRENALINE SPORTS CENTER INC						
		800.00	BIZ EXPO RENTAL 4/6/2019		96308	2019-3	9230.6246		MARKETING & PROMOTI
		800.00							
1000063	4/26/2019		100043 ANOKA COUNTY PROPERTY RECORDS TAXATION						
		46.00	FILING FEES MARCH 2019		96312	040119 534	9804.6315	00116505	MISCELLANEOUS PROFE
		46.00							
1000064	4/26/2019		116197 CINTAS CORPORATION						
		28.00	UNIFORM CLEANING		96216	4019380098	0311.6417		UNIFORM RENTAL
		4.00	UNIFORM CLEANING		96216	4019380098	0452.6417		UNIFORM RENTAL
		28.46	UNIFORM CLEANING		96216	4019380098	0311.6415		OTHER EQUIPMENT REN
		28.46	UNIFORM CLEANING		96216	4019380098	0452.6415		OTHER EQUIPMENT REN
		88.92							
1000065	4/26/2019		100125 COUNTRYSIDE PRINTING INC						
		160.00	FINANCE- ENVELOPES		96218	35728	0153.6204		STATIONERY, ENVELOPE

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1000065	4/26/2019		100125 COUNTRYSIDE PRINTING INC						Continued.
		160.00							
1000066	4/26/2019		100144 DEHN OIL COMPANY						
		1,476.81	DIESEL		96219	60665	0311.6225		DIESEL FUEL
		1,476.81							
1000067	4/26/2019		100158 ECM PUBLISHERS INC						
		204.25	ST RECON FORD BROOK ESTATES		96220	684064	9435.6530	00201901	IMPROVEMENTS OTHER
		247.25	ST IMPROV BIDS		96221	684063	9435.6530	00201903	IMPROVEMENTS OTHER
		451.50							
1000068	4/26/2019		113321 FACTORY MOTOR PARTS CO						
		23.52	SPLASHWASH		96234	6-1531461	0311.6229		SHOP MATERIALS
		23.52							
1000069	4/26/2019		107099 FASTENAL						
		18.70	MISC PARTS		96235	MNTC8174952	0311.6229		SHOP MATERIALS
		9.54	MISC SUPPLIES		96236	MNTC8174829	0311.6229		SHOP MATERIALS
		54.26	MISC SUPPLIES		96237	MNTC8174746	0311.6229		SHOP MATERIALS
		82.50							
1000070	4/26/2019		112475 INNOVATIVE OFFICE SOLUTIONS						
		66.59	OFFICE SUPPLIES		96246	IN2474808	0130.6208		MISCELLANEOUS OFFICI
		66.59							
1000071	4/26/2019		100283 MENARDS COON RAPIDS						
		23.21	MISC SUPPLIES		96251	98503	0220.6257		OTHER VEHICLE PARTS
		23.21							
1000072	4/26/2019		100284 MENARDS ELK RIVER						
		136.32	MISC SUPPLIES		96250	84139	0220.6281		SMALL TOOLS & MINOR E
		136.32							
1000073	4/26/2019		115071 NORTHLAND OCCUPATIONAL HEALTH						
		25.00	PRE EMPLOY- T. MARKS		96253	3159	0130.6305		MEDICAL/PSYCHOLOGIC
		25.00	PRE EMPLOY- J. HUTCHINSON		96254	3188	0130.6305		MEDICAL/PSYCHOLOGIC
		50.00							
1000074	4/26/2019		110480 OPUS 21 MANAGEMENT SOLUTIONS						
		6.28	MARCH 2019 SERVICES/ADJ		96267	190351	9601.6489		OTHER CONTRACTED SE
		6.28	MARCH 2019 SERVICES/ADJ		96267	190351	9602.6489		OTHER CONTRACTED SE
		6.27	MARCH 2019 SERVICES/ADJ		96267	190351	9603.6489		OTHER CONTRACTED SE
		6.28	MARCH 2019 SERVICES/ADJ		96267	190351	9604.6489		OTHER CONTRACTED SE
		6.28	MARCH 2019 SERVICES/ADJ		96267	190351	9605.6489		OTHER CONTRACTED SE
		31.39							
1000075	4/26/2019		107978 PREMIER COMMERCIAL PROPERTIES INC						
		200.00	MAR 19 HWY 10 MANAGEMENT		96338	6281	9410.6315	00041012	MISCELLANEOUS PROFE
		200.00	MAR 19 HWY 10 MANAGEMENT		96338	6281	9410.6315	00041001	MISCELLANEOUS PROFE
		200.00	MAR 19 HWY 10 MANAGEMENT		96338	6281	9410.6315	00041014	MISCELLANEOUS PROFE
		200.00	MAR 19 HWY 10 MANAGEMENT		96338	6281	9410.6315	00041007	MISCELLANEOUS PROFE
		800.00							
1000076	4/26/2019		115583 SANDARIN, BARBARA						
		450.00	MARCH 19 YOGA CLASSES		96339	903	0452.6489		OTHER CONTRACTED SE

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1000076	4/26/2019		115583 SANDARIN, BARBARA						Continued.
		450.00							
1000077	4/26/2019		112079 TOKLE INSPECTIONS INC						
		1,697.25	MAR 2019 SERVICES		96341	040819	0240.6315		MISCELLANEOUS PROFE
		1,697.25							
1000078	4/26/2019		100639 WEISS, CHRIS						
		40.66	REIMB VINYL LETTERING		96343	041819	0220.6249		MISCELLANEOUS OPER/
		40.66							
1000079	4/26/2019		105628 WELLS CATERING SERVICE						
		189.98	STRAG MTG 3/13/2019		96344	45337	0111.6249		MISCELLANEOUS OPER/
		189.98							
1000080	5/3/2019		100158 ECM PUBLISHERS INC						
		150.00	B EAR		96453	682699	9230.6246		MARKETING & PROMOTI
		150.00							
1000081	5/3/2019		114268 HURD, SUE						
		14.62	MILEAGE REIMBURSE 4/25/19		96455	042919	0130.6334		MILEAGE REIMBURSEME
		14.62							
1000082	5/3/2019		100266 LOGIS						
		177.19	MAR 19 MISC WORK		96456	46911	0192.6281		SMALL TOOLS & MINOR E
		11,505.30	MAR 19 MISC WORK		96456	46911	0192.6405		OFFICE & DATA PROCES:
		781.25	MAR 19 NETWORK SERVICES		96457	46827	0192.6405		OFFICE & DATA PROCES:
		12,463.74							
1000083	5/3/2019		113658 MARCO						
		60.00	APR 2019 CONTRACT		96458	INV6203100	0192.6405		OFFICE & DATA PROCES:
		60.00							
1000084	5/3/2019		115583 SANDARIN, BARBARA						
		450.00	APRIL 2019 YOGA CLASSES		96463	904	0452.6489		OTHER CONTRACTED SE
		450.00							
1000085	5/3/2019		100510 VERIZON WIRELESS						
		385.11	MAR-APR 19 SERVICES		96465	9827905864	0220.6323		CELLULAR PHONES
		47.18	MAR/APR 19 SERVICES		96466	9827807114	0130.6323		CELLULAR PHONES
		47.18	MAR/APR 19 SERVICES		96466	9827807114	0192.6321		TELEPHONE
		319.06	MAR/APR 19 SERVICES		96466	9827807114	0191.6323		CELLULAR PHONES
		187.22	MAR/APR 19 SERVICES		96466	9827807114	0194.6323		CELLULAR PHONES
		256.89	MAR/APR 19 SERVICES		96466	9827807114	0220.6323		CELLULAR PHONES
		80.81	MAR/APR 19 SERVICES		96466	9827807114	0240.6323		CELLULAR PHONES
		403.87	MAR/APR 19 SERVICES		96466	9827807114	0301.6323		CELLULAR PHONES
		421.62	MAR/APR 19 SERVICES		96466	9827807114	0311.6323		CELLULAR PHONES
		561.63	MAR/APR 19 SERVICES		96466	9827807114	0452.6323		CELLULAR PHONES
		435.70	MAR/APR 19 SERVICES		96466	9827807114	9601.6323		CELLULAR PHONES
		3,146.27							
90506877	4/19/2019		100398 PUBLIC EMPLOYEES RETIREMENT ASSN						
		50.00			96288	041819846471	9101.2174		PERA-EMPLOYEE
		50.00			96289	041819846472	9101.2183		PERA-EMPLOYER
		20,236.12			96302	0418191540394	9101.2174		PERA-EMPLOYEE
		27,002.46			96303	0418191540395	9101.2183		PERA-EMPLOYER

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
90506877	4/19/2019		100398 PUBLIC EMPLOYEES RETIREMENT ASSN						Continued.
		47,338.58							
90508537	5/3/2019		100398 PUBLIC EMPLOYEES RETIREMENT ASSN						
		20,436.06			96478	0502191018384	9101.2174		PERA-EMPLOYEE
		27,264.00			96479	0502191018385	9101.2183		PERA-EMPLOYER
		47,700.06							
92507550	4/19/2019		101306 IRS						
		166.81			96264	041619853482	9101.2171		FEDERAL WITHHOLDING
		1,218.89			96265	041619853483	9101.2173		FICA & MEDICARE-EMPL(
		1,218.89			96266	041619853484	9101.2182		FICA & MEDICARE-EMPL(
		346.03			96291	041819846474	9101.2171		FEDERAL WITHHOLDING
		253.03			96292	041819846475	9101.2173		FICA & MEDICARE-EMPL(
		253.03			96293	041819846476	9101.2182		FICA & MEDICARE-EMPL(
		22,822.64			96305	0418191540397	9101.2171		FEDERAL WITHHOLDING
		12,905.29			96306	0418191540398	9101.2173		FICA & MEDICARE-EMPL(
		12,905.29			96307	0418191540399	9101.2182		FICA & MEDICARE-EMPL(
		52,089.90							
95095577	5/3/2019		101306 IRS						
		22,985.10			96481	0502191018387	9101.2171		FEDERAL WITHHOLDING
		14,263.31			96482	0502191018388	9101.2173		FICA & MEDICARE-EMPL(
		14,263.31			96483	0502191018389	9101.2182		FICA & MEDICARE-EMPL(
		51,511.72							
98041919	4/19/2019		115568 ALERUS FINANCIAL NA						
		2,579.68			96299	04181915403914	9101.2176		LIFE/HEALTH-EMPLOYEE
		2,579.68							
98050319	5/3/2019		115568 ALERUS FINANCIAL NA						
		2,750.70			96475	05021910183814	9101.2176		LIFE/HEALTH-EMPLOYEE
		2,750.70							
98055872	4/19/2019		100601 MN DEPT OF REV WH						
		196.24			96263	041619853481	9101.2172		STATE WITHHOLDING
		66.05			96290	041819846473	9101.2172		STATE WITHHOLDING
		10,959.20			96304	0418191540396	9101.2172		STATE WITHHOLDING
		11,221.49							
98121280	5/3/2019		100601 MN DEPT OF REV WH						
		11,012.91			96480	0502191018386	9101.2172		STATE WITHHOLDING
		11,012.91							
99041719	4/17/2019		100219 HOME DEPOT COMMERCIAL ACCT PROGRAM						
		318.00	MARCH 2019 PURCHASES		96275	032819	0194.6281		SMALL TOOLS & MINOR E
		318.00							
99041919	4/19/2019		107962 TOTAL ADMINISTRATIVE SERVICE CORP						
		2,086.86			96295	04181915403910	9101.2176		LIFE/HEALTH-EMPLOYEE
		2,086.86							
99050319	5/3/2019		107962 TOTAL ADMINISTRATIVE SERVICE CORP						
		2,086.86			96471	05021910183810	9101.2176		LIFE/HEALTH-EMPLOYEE
		2,086.86							

CITY OF RAMSEY

Council Check Register by GL

Council Check Register and Summary

4/17/2019 – 12/31/2019

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
									Continued.
99120643	4/19/2019		100223 ICMA RETIREMENT TRUST 457						
		2,498.53			96294	0418191540391	9101.2175		DEFERRED COMPENSAT
		2,498.53							
99127710	5/3/2019		100223 ICMA RETIREMENT TRUST 457						
		19,233.67			96470	0502191018381	9101.2175		DEFERRED COMPENSAT
		19,233.67							
99477948	4/19/2019		114790 GREAT WEST LIFE AND ANNUITY INS CO						
		8,272.59			96297	04181915403912	9101.2175		DEFERRED COMPENSAT
		8,272.59							
99479376	4/19/2019		114790 GREAT WEST LIFE AND ANNUITY INS CO						
		2,758.68			96298	04181915403913	9101.2176		LIFE/HEALTH-EMPLOYEE
		2,758.68							
99709539	5/3/2019		114790 GREAT WEST LIFE AND ANNUITY INS CO						
		8,157.20			96473	05021910183812	9101.2175		DEFERRED COMPENSAT
		8,157.20							
99710608	5/3/2019		114790 GREAT WEST LIFE AND ANNUITY INS CO						
		2,782.82			96474	05021910183813	9101.2176		LIFE/HEALTH-EMPLOYEE
		2,782.82							
99724419	4/19/2019		114486 SUN LIFE ASSURANCE COMPANY OF CANADA						
		841.65			96034	0404198103111	9101.2176		LIFE/HEALTH-EMPLOYEE
		841.50			96296	04181915403911	9101.2176		LIFE/HEALTH-EMPLOYEE
		101.15	COBRA Life		96296	04181915403911	9101.2176		LIFE/HEALTH-EMPLOYEE
		853.93	LTD		96296	04181915403911	9101.2170		DENTAL/DISABILITY/LIFE
		2,638.23							
		546,679.67	Grand Total						

Payment Instrument Totals

Checks	134,985.40
EFT Payments	277,038.48
A/P ACH Payment	134,655.79
Total Payments	546,679.67

CITY OF RAMSEY
Create Payment Control Groups

Payment Group Control Number	2867		
Bank Account	999.1010	CASH IN BANK	00002224
Version	LOGIS004V		
Originator	JLIPSKI		
Payment Instrument	Check Payment		
Pay Through Date	12/31/2019		

Payee Number	Name / Mailing Address	Stub Message	Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount
112289	A BLAST, INC	SANDBLASTED BEAM	PV	96390	001	09101	4/16/2019	12766	100.00
	A BLAST, INC 21473 JOHNSON STREET N.E. EAST BETHEL MN 55011				Summary Total				100.00
					Payment Amount				100.00
100017	AIRGAS USA, LLC	TORCH REPAIR	PV	96348	001	09101	4/4/2019	9087388276	58.00
	AIRGAS USA LLC				Summary Total				58.00
	P O BOX 802576	MISC GASES	PV	96536	001	09101	4/19/2019	9087883296	87.33
	CHICAGO IL 60680-2576	MISC GASES	PV	96536	002	09101	4/19/2019	9087883296	87.32
					Summary Total				174.65
					Payment Amount				232.65
102953	AMERIGAS OF ANOKA	100 LB PROPANE	PV	96350	001	09101	4/15/2019	647711871	105.24
	AMERIGAS OF ANOKA				Summary Total				105.24
	P O BOX 371473	PROPANE 100#	PV	96537	001	09101	4/29/2019	648346011	105.24
	PITTSBURGH PA 15250-7473				Summary Total				105.24
					Payment Amount				210.48
100063	ASPEN MILLS	N. MAK NAME TAG	PV	96394	001	09101	4/18/2019	235586	17.70
	ASPEN MILLS				Summary Total				17.70
	8201 C CENTRAL AVE NE	MACE/STINGER HOLDERS	PV	96395	001	09101	4/18/2019	235587	283.60
	SPRING LAKE PARK MN 55432				Summary Total				283.60
		N. MAK- MISC	PV	96396	001	09101	4/18/2019	235588	401.55
					Summary Total				401.55
		C. JOHNSON MISC	PV	96397	001	09101	4/11/2019	235275	294.75
					Summary Total				294.75
		MISC STOCK ITEMS	PV	96398	001	09101	4/11/2019	235276	1,326.30
					Summary Total				1,326.30
		J. HINNENKAMP PANTS/SHIRTS	PV	96399	001	09101	4/11/2019	235273	365.24
					Summary Total				365.24
		R. PULLAR- PANT	PV	96400	001	09101	4/11/2019	235274	162.85
					Summary Total				162.85
		C. JOHNSON MISC	PV	96484	001	09101	4/22/2019	235757	191.30
					Summary Total				191.30
		C. CURTIS MISC	PV	96538	001	09101	4/29/2019	236171	51.95

Payment Group Control Number	2867		
Bank Account	999.1010	CASH IN BANK	00002224
Version	LOGIS004V		
Originator	JLIPSKI		
Payment Instrument	Check Payment		
Pay Through Date	12/31/2019		

Payee Number	Payee Name / Mailing Address	Stub Message	Document Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount
				Summary Total					51.95
		G. HANSEN RSV MISC	PV	96539	001	09101	4/29/2019	236170	.397.40
				Summary Total					397.40
				Payment Amount					3,492.64
116015	AXON ENTERPRISE INC	HOLSTER-BLACKHAWK	PV	96485	001	09101	4/23/2019	SI-1587979	79.00
	AXON ENTERPRISE INC 17800 NORTH 85TH STREET SCOTTSDALE AZ 85255			Summary Total					79.00
				Payment Amount					79.00
100086	BLUE VELVET INC	MAY 19 PD WASHES	PV	96570	001	09101	5/6/2019	050619	299.50
	BLUE VELVET INC 14101 ST FRANCIS BLVD NW RAMSEY MN 55303			Summary Total					299.50
				Payment Amount					299.50
110537	CARRIER CORPORATION	REPAIR AT RAMP	PV	96404	001	09240	4/9/2019	B002680616	1,235.75
	CARRIER CORPORATION P O BOX 93844 CHICAGO IL 60673-3844			Summary Total					1,235.75
				Payment Amount					1,235.75
110536	CBIZ FINANCIAL SOLUTIONS INC	1ST QTR 19 INVEST ADV SERVICES	PV	96486	001	09101	3/31/2019	4021	50.38
	CBIZ FINANCIAL SOLUTIONS INC P O BOX 643792 CINCINNATI OH 45264-3792			Summary Total					50.38
				Payment Amount					50.38
111496	CENTRAL TURF AND IRRIGATION SUPPLY	MISC PARTS	PV	96487	001	09101	4/29/2019	6064292-00	454.92
	CENTRAL TURF AND IRRIGATION SUPPLY 8 WILLIAMS STREET ELMSFORD NY 10523			Summary Total					454.92
				Payment Amount					454.92
114802	CITIES DIGITAL INC	ANNUAL SUPPORT JULY	PV	96354	001	09101	4/10/2019	45426	6,423.00

Payment Group Control Number 2867
Bank Account 999.1010 CASH IN BANK 00002224
Version LOGIS004V
Originator JLIPSKI
Payment Instrument Check Payment
Pay Through Date 12/31/2019

Payee Number	Name / Mailing Address	Stub Message	Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount
		19- 20							
	CITIES DIGITAL INC 2000 O NEIL ROAD SUITE 150 HUDSON WI 54016			Summary Total					6,423.00
				Payment Amount					6,423.00
110734	CITY OF RAMSEY P O BOX 251100 ST PAUL MN 55125-6100	14779 ZEOLITE NW	PV	96488	001	09101	4/25/2019	IST QTR 19 722164	1.59
				Summary Total					1.59
		16303 QUICKSILVER IRRIG	PV	96489	001	09101	4/25/2019	IST QTR 19 724931	1.59
				Summary Total					1.59
		16303 QUICKSILVER	PV	96490	001	09101	4/25/2019	1ST QTR 19 724874	132.14
				Summary Total					132.14
		14700 ERKIUM ST	PV	96491	001	09101	4/25/2019	1ST QTR 19 726294	41.79
				Summary Total					41.79
		161ST AVE/ URAN IRRIG EAST	PV	96492	001	09101	4/25/2019	1ST QTR 19 727918	1.59
				Summary Total					1.59
		161ST AVE/URAN IRRIG WEST	PV	96493	001	09101	4/25/2019	1ST QTR 19 727919	1.59
				Summary Total					1.59
		7401 E RAMSEY PKWY	PV	96494	001	09101	4/25/2019	1ST QTR 19 724628	116.19
				Summary Total					116.19
		14700 TOWN CENTER DR NW	PV	96495	001	09101	4/25/2019	1ST QTR 19 724470	1.59
				Summary Total					1.59
		6860 RIVERDALE DR NW	PV	96496	001	09101	4/25/2019	1ST QTR 19 723960	116.19
				Summary Total					116.19
		5650 ALPINE DR NW	PV	96497	001	09101	4/25/2019	1ST QTR 19 726528	334.96
				Summary Total					334.96
		15050 ARMSTRONG BLVD	PV	96498	001	09101	4/25/2019	1ST QTR 19 727978	563.55
				Summary Total					563.55
		6701 HWY 10	PV	96499	001	09410	4/25/2019	1ST QTR 19 719019	127.23
				Summary Total					127.23
		7650 SUNWOOD DR	PV	96500	001	09240	4/25/2019	1ST QTR 19 444931372	116.19
				Summary Total					116.19
		7550 SUNWOOD DR	PV	96501	001	09101	4/25/2019	1ST QTR 19	255.31

Payment Group Control Number 2867
Bank Account 999.1010 CASH IN BANK 00002224
Version LOGIS004V
Originator JLIPSKI
Payment Instrument Check Payment
Pay Through Date 12/31/2019

Payee Number	Name / Mailing Address	Stub Message	Document Ty	Number	Itm	Co	Due Date	Invoice Number	Payment Amount
								444931294	
				Summary Total					255.31
				Payment Amount					1,811.50
116896	CRITICAL SKILLS CENTER LCC	TRAIN- DIFF PEOPLE 4/16/19	PV	96358	001	09101	4/18/2019	1009	2,500.00
	CRITICAL SKILLS CENTER LCC 1129 TRENTON CIRCLE N PLYMOUTH MN 55441			Summary Total					2,500.00
				Payment Amount					2,500.00
111818	DEANO'S COLLISION SPECIALISTS INC	WORK ON 373	PV	96411	001	09702	4/10/2019	041019	166.15
	DEANO'S COLLISION SPECIALISTS INC	WORK ON 373	PV	96411	002	09702	4/10/2019	041019	695.20
	11063 173RD AVENUE			Summary Total					861.35
	ELK RIVER MN 55330	REPAIR 332	PV	96503	001	09101	4/23/2019	52693	674.50
		REPAIR 332	PV	96503	002	09101	4/23/2019	52693	617.80
				Summary Total					1,292.30
		WORK ON 395	PV	96573	001	09101	4/25/2019	53090	146.60
				Summary Total					146.60
				Payment Amount					2,300.25
101185	DO ALL PRINTING COM INC	MISC JACKETS-ADMIN/COUNCIL	PV	96360	001	09101	4/17/2019	43034	109.70
	DO ALL PRINTING COM INC	MISC JACKETS-ADMIN/COUNCIL	PV	96360	002	09101	4/17/2019	43034	194.70
	6360 HIGHWAY 10 NW RAMSEY MN 55303			Summary Total					304.40
				Payment Amount					304.40
113651	ELECTRO WATCHMAN INC	PROX CARDS	PV	96418	001	09101	4/17/2019	327272	1,611.00
	ELECTRO WATCHMAN INC ONE W WATER STREET SUITE 110 ST PAUL MN 55107			Summary Total					1,611.00
				Payment Amount					1,611.00
104267	ELITE SANITATION	PARKS APRIL 2019	PV	96544	001	09101	4/22/2019	25660	192.00

Payment Group Control Number 2867
Bank Account 999.1010 CASH IN BANK 00002224
Version LOGIS004V
Originator JLIPSKI
Payment Instrument Check Payment
Pay Through Date 12/31/2019

Payee Number	Name / Mailing Address	Stub Message	Document Ty	Number	Itm	Co	Due Date	Invoice Number	Payment Amount
	ELITE SANITATION PO BOX 526 ELK RIVER MN 55330			Summary Total					192.00
				Payment Amount					192.00
100993	EMBEDDED SYSTEMS, INC	SIREN 9 REPAIR	PV	96419	001	09101	3/25/2019	343869	165.00
	EMBEDDED SYSTEMS, INC 11931 HWY #65 NE BLAINE MN 55434			Summary Total					165.00
				Payment Amount					165.00
100169	EMERGENCY APPARATUS MAINTENANCE INC	WORK ON 560	PV	96506	001	09101	4/25/2019	105844	1,112.67
	EMERGENCY APPARATUS MAINTENANCE INC			Summary Total					1,112.67
	7512 4TH AVENUE	WORK ON 565	PV	96507	001	09101	4/25/2019	105791	955.13
	LINO LAKES MN 55014			Summary Total					955.13
		WORK ON 560	PV	96508	001	09101	4/25/2019	104254	647.48
				Summary Total					647.48
		WORK ON 500	PV	96509	001	09101	4/25/2019	104255	650.59
				Summary Total					650.59
		WORK ON 565	PV	96510	001	09101	4/25/2019	104253	883.74
				Summary Total					883.74
		WORK ON 556	PV	96511	001	09101	4/25/2019	104252	717.32
				Summary Total					717.32
				Payment Amount					4,966.93
106962	F I R E	CLASS 4/17/2019	PV	96363	001	09101	4/17/2019	3894	1,800.00
	F I R E P O BOX 810 36015 ECHO DRIVE CROSSLAKE MN 56442			Summary Total					1,800.00
				Payment Amount					1,800.00
100143	FERGUSON WATERWORKS # 2516	MISC PARTS	PV	96361	001	09601	4/12/2019	0320809	103.13
	FERGUSON WATERWORKS 2516			Summary Total					103.13
	P O BOX 802817	RED PRESS ASSY REPAIR KIT	PV	96362	001	09601	4/11/2019	0320693	77.95

Payment Group Control Number 2867
Bank Account 999.1010 CASH IN BANK 00002224
Version LOGIS004V
Originator JLIPSKI
Payment Instrument Check Payment
Pay Through Date 12/31/2019

Payee Number	Name / Mailing Address	Stub Message	Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount
	CHICAGO IL 60680-2817					Summary Total			77.95
		MISC METER PARTS	PV	96423	001	09601	4/16/2019	0321015	1,459.68
						Summary Total			1,459.68
		MISC PARTS	PV	96424	001	09601	4/17/2019	0321115	98.13
						Summary Total			98.13
		MISC PARTS	PV	96425	001	09601	4/19/2019	0321520	250.84
						Summary Total			250.84
		MISC PARTS	PV	96513	001	09601	4/24/2019	0322153	152.70
						Summary Total			152.70
		REPAIR KIT	PV	96577	001	09601	4/29/2019	0319463	359.67
						Summary Total			359.67
						Payment Amount			2,502.10
110760	FIRE SAFETY USA, INC	ROPE BAG	PV	96514	001	09101	4/22/2019	121974	45.00
	FIRE SAFETY USA, INC 3253 19TH STREET NW ROCHESTER MN 55901					Summary Total			45.00
						Payment Amount			45.00
113711	FOSTER TRUCKING AND EXCAVATING	MULCH- DELIVERED	PV	96516	001	09101	4/22/2019	4554	898.75
	FOSTER TRUCKING AND EXCAVATING					Summary Total			898.75
	1561 BUNKER LAKE BLVD NE	MULCH DELIVERED	PV	96517	001	09101	5/2/2019	4572	898.75
	HAM LAKE MN 55304					Summary Total			898.75
		COCO MULCH DELIVERED	PV	96518	001	09101	5/2/2019	4574	898.75
						Summary Total			898.75
						Payment Amount			2,696.25
100193	GALLS LLC	GUN CLEANING SYSTEM	PV	96519	001	09101	4/2/2019	012376752	360.00
	GALLS LLC P O BOX 71628 CHICAGO IL 60694-1628					Summary Total			360.00
						Payment Amount			360.00
100211	HAWKINS INC	CHEMICALS	PV	96428	001	09601	4/22/2019	4483027	3,581.72
	HAWKINS INC P O BOX 860263					Summary Total			3,581.72

Payment Group Control Number 2867
Bank Account 999.1010 CASH IN BANK 00002224
Version LOGIS004V
Originator JLIPSKI
Payment Instrument Check Payment
Pay Through Date 12/31/2019

Payee Number	Name / Mailing Address	Stub Message	Document Ty	Number	Itm	Co	Due Date	Invoice Number	Payment Amount
	MINNEAPOLIS MN 55486-0263								
				Payment Amount					3,581.72
110386	HEALTH PARTNERS	PRE EMPLOY V. IHRKE	PV	96367	001	09101	4/9/2019	900040825	353.00
	HEALTH PARTNERS			Summary Total					353.00
	P O BOX 77026								
	MINNEAPOLIS MN 55480-7726								
				Payment Amount					353.00
115760	HENRY SCHEIN INC	WOOL BLANKET	PV	96368	001	09101	4/8/2019	63993011	30.84
	HENRY SCHEIN INC			Summary Total					30.84
	DEPT CH 10241	REGULATOR BLACK KNOB	PV	96369	001	09101	4/11/2019	64136862	5.85
	PALATINE IL 60055-0241			Summary Total					5.85
				Payment Amount					36.69
112160	HOLIDAY COMPANIES	PD APRIL 2019 WASHES	PV	96580	001	09101	5/1/2019	046801051900	39.00
	HOLIDAY COMPANIES			Summary Total					39.00
	4567 AMERICAN BLVD W								
	BLOOMINGTON MN 55437								
				Payment Amount					39.00
107844	IN TIME SERVICES INC	IN TIME SERVICES 6/2019-5/2020	PV	96581	001	09101	4/30/2019	9702	3,600.00
	IN TIME SERVICES INC			Summary Total					3,600.00
	1465 SLATER ROAD								
	P O BOX 5007								
	FERNDALE WA 98248.5007								
				Payment Amount					3,600.00
116383	INTELLIGENCE NEXUS LLC	RSV ONLINE 1 YR 19-20	PV	96430	001	09101	4/12/2019	19-04001	120.00
	INTELLIGENCE NEXUS LLC			Summary Total					120.00
	10611 BALTIMORE STREET NE #352								
	BLAINE MN 55449								
				Payment Amount					120.00
115408	KRIS ENGINEERING INC	MISC PARTS	PV	96551	001	09101	4/22/2019	31761	1,597.88
	KRIS ENGINEERING INC			Summary Total					1,597.88

Payment Group Control Number 2867
Bank Account 999.1010 CASH IN BANK 00002224
Version LOGIS004V
Originator JLIPSKI
Payment Instrument Check Payment
Pay Through Date 12/31/2019

Payee Number	Name / Mailing Address	Stub Message	Document Ty	Number	Itm	Co	Due Date	Invoice Number	Payment Amount
	1988 247TH STREET SAINT AUGUSTA MN 56301								
				Payment Amount					1,597.88
107539	LANDSCAPE ARCHITECTURE INC	FEB-APR 19 PEARSON PARK	PV	96370	001	09804	4/15/2019	041519	500.00
	LANDSCAPE ARCHITECTURE INC 2350 BAYLESS PLACE ST PAUL MN 55114								
				Summary Total					500.00
				Payment Amount					500.00
100256	LANO EQUIPMENT INC	WIPER ARM/BLADE 671	PV	96371	001	09101	4/19/2019	02-669042	41.13
	LANO EQUIPMENT INC								
				Summary Total					41.13
	6140 HIGHWAY 10 NW ANOKA MN 55303	SERVICE ON BOBCAT	PV	96552	001	09101	4/17/2019	02-668588	314.95
		SERVICE ON BOBCAT	PV	96552	002	09101	4/17/2019	02-668588	314.96
		SERVICE ON BOBCAT	PV	96552	003	09101	4/17/2019	02-668588	187.50
		SERVICE ON BOBCAT	PV	96552	004	09101	4/17/2019	02-668588	187.50
				Summary Total					1,004.91
				Payment Amount					1,046.04
100258	LEAGUE OF MINNESOTA CITIES	CONF LETOURNEAU/ULRICH	PV	96520	001	09101	4/25/2019	293403	400.00
	LEAGUE OF MN CITIES	CONF LETOURNEAU/ULRICH	PV	96520	002	09101	4/25/2019	293403	150.00
	FINANCE DEPT								
				Summary Total					550.00
	145 UNIVERSITY AVE WEST	T. BYRON LEAD WORKSHOPS 19	PV	96553	001	09101	4/15/2019	292980	230.00
	ST PAUL MN 55103-2044								
				Summary Total					230.00
				Payment Amount					780.00
115606	LYNCH, MICHAEL W.	STARWATCH ELMCREST 4/24/19	PV	96435	001	09101	4/25/2019	042519	400.00
	MICHAEL W. LYNCH 4228 DUNROVIN LANE EAGAN MN EAGAN								
				Summary Total					400.00
				Payment Amount					400.00
109360	MAGC	MEMBERSHIP- 19-20 M. THORSTAD	PV	96522	001	09101	4/30/2019	0042	85.00

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Bank Account 999.1010 CASH IN BANK 00002224
Version LOGIS004V
Originator JLIPSKI
Payment Instrument Check Payment
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Payee Number	Name / Mailing Address	Stub Message	Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount
	MAGC 5775 WAYZATA BLVD SUITE 700 ST LOUIS PARK MN 55416								
				Summary Total					85.00
				Payment Amount					85.00
116886	MAXFIELD RESEARCH AND CONSULTING	RESEARCH HOUSING MARKET	PV	96372	001	09101	4/9/2019	16956	889.75
	MAXFIELD RESEARCH AND CONSULTING 7575 GOLDEN VALLEY ROAD # 385 GOLDEN VALLEY MN 55427								
				Summary Total					889.75
				Payment Amount					889.75
108208	METRO PRODUCTS INC	NOZZLE/CONTACT TIP	PV	96375	001	09101	4/17/2019	142726	20.95
	METRO PRODUCTS INC								
				Summary Total					20.95
	7401 CENTRAL AVENUE NE FRIDLEY MN 55432	GLOVES/SQUEEGEE	PV	96376	001	09101	4/11/2019	142572	46.18
		GLOVES/SQUEEGEE	PV	96376	002	09101	4/11/2019	142572	233.00
				Summary Total					279.18
				Payment Amount					300.13
100293	MIDC ENTERPRISES	K RAIN MISC PARTS	PV	96432	001	09101	4/18/2019	I0043196	859.27
	MIDC ENTERPRISES								
				Summary Total					859.27
	1450 WEST COUNTY ROAD C	RETURN SPORT ROTOR	PD	96523	001	09101	4/30/2019	IR001415	203.90-
	ROSEVILLE MN 55113								
				Summary Total					203.90-
		SPORT ROTORS	PV	96524	001	09101	4/30/2019	I0043251	1,208.81
				Summary Total					1,208.81
		MISC IRRIGATION PARTS	PV	96555	001	09101	4/25/2019	I0043214	352.26
				Summary Total					352.26
				Payment Amount					2,216.44
101164	MILLER CHEVROLET	WORK ON 361	PV	96433	001	09101	4/15/2019	CTCS619301	639.11
	MILLER CHEVROLET	WORK ON 361	PV	96433	002	09101	4/15/2019	CTCS619301	784.00
	P O BOX 130 21150 JOHN MILLESS DRIVE ROGERS MN 55374								
				Summary Total					1,423.11
				Payment Amount					1,423.11
106555	MINNEAPOLIS, CITY OF	FEB 2019	PV	96556	001	09101	3/21/2019	400451002896	88.20

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Bank Account	999.1010	CASH IN BANK	00002224
Version	LOGIS004V		
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Payment Instrument	Check Payment		
Pay Through Date	12/31/2019		

Payee Number	Payee Name / Mailing Address	Stub Message	Document Ty	Number	Itm	Co	Due Date	Invoice Number	Payment Amount
		TRANSACTIONS							
	MINNEAPOLIS FINANCE DEPT			Summary Total					88.20
	P O BOX 77038	MARCH 2019 TRANSACTIONS	PV	96557	001	09101	4/23/2019	400451002960	111.60
	MINNEAPOLIS MN 55480-7738			Summary Total					111.60
				Payment Amount					199.80
113909	MOBILE VEHICLE INTEGRATION	WORK ON 559	PV	96434	001	09101	4/14/2019	1904057	486.25
	MOBILE VEHICLE INTEGRATION 835 XENIA AVENUE NW ELK RIVER MN 55330			Summary Total					486.25
				Payment Amount					486.25
100345	NAPA AUTO PARTS ELK RIVER	MIRROR/TIRE CARE	PV	96526	001	09101	4/26/2019	010648	9.16
	NAPA AUTO PARTS ELK RIVER	MIRROR/TIRE CARE	PV	96526	002	09101	4/26/2019	010648	9.98
	17137 YALE STREET NW			Summary Total					19.14
	P O BOX 1041	BATTERY CABLE AND CLEANER	PV	96558	001	09101	5/1/2019	011436	19.22
	ELK RIVER MN 55330			Summary Total					19.22
		HYD FILL	PV	96559	001	09101	4/29/2019	011017	71.18
				Summary Total					71.18
		BATTERY CABLE LUG	PV	96560	001	09101	4/30/2019	011202	9.95
				Summary Total					9.95
				Payment Amount					119.49
115167	NET TRANSCRIPTS INC	TRANSCRIPTION	PV	96527	001	09101	4/15/2019	0024805	355.94
	NET TRANSCRIPTS INC 3707 N. 7TH STREET SUITE 320			Summary Total					355.94
		APR 19 TRANSCRIPTION	PV	96585	001	09101	4/30/2019	0025108	168.72
	PHOENIX AZ 85014			Summary Total					168.72
				Payment Amount					524.66
100360	NORTH STAR TOWING INC	3 TOWS 66446-66579-66318	PV	96586	001	09101	5/1/2019	66446-66579-66318	230.00
	NORTH STAR TOWING INC			Summary Total					230.00

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Payment Instrument	Check Payment		
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	833 NORTH STREET ANOKA MN 55303								
				Payment Amount					230.00
115232	NORTHERN TECHNOLOGIES LLC	RIVERDALE DR SWR/WTR MAR/APR	PV	96587	001	09601	5/6/2019	30833	1,572.50
	NORTHERN TECHNOLOGIES LLC	RIVERDALE DR SWR/WTR MAR/APR	PV	96587	002	09601	5/6/2019	30833	1,572.50
	3522 4TH AVENUE S FARGO ND 58103			Summary Total					3,145.00
				Payment Amount					3,145.00
100384	PLAISTED COMPANIES INC	BLACK DIRT	PV	96532	001	09101	4/30/2019	23157	623.75
	PLAISTED COMPANIES INC PO BOX 332 11555 - 205TH AVENUE NW ELK RIVER MN 55330			Summary Total					623.75
				Payment Amount					623.75
113241	RANGER CHEVROLET	19 CHEV TAHOE PD 392	PV	96562	001	09101	5/1/2019	9989533	35,759.46
	RANGER CHEVROLET 1502 E. HOWARD STREET HIBBING MN 55746			Summary Total					35,759.46
				Payment Amount					35,759.46
112151	REINDERS	BLUE POND DYE	PV	96381	001	09101	4/11/2019	3061950-00	310.11
	REINDERS P O BOX 78955 MILWAUKEE WI 53278-0955			Summary Total					310.11
				Payment Amount					310.11
100431	SAFETY KLEEN CORPORATION	RECYCLE OIL	PV	96384	001	09101	4/5/2019	CN08693338	110.97
	SAFETY KLEEN CORPORATION PO BOX 382066 PITTSBURGH PA 15250-8066			Summary Total					110.97
				Payment Amount					110.97

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Payment Instrument	Check Payment		
Pay Through Date	12/31/2019		

Payee Number	Name / Mailing Address	Stub Message	Document Ty	Number	Itm	Co	Due Date	Invoice Number	Payment Amount
107711	SCHINDLER ELEVATOR	MAY/JULY 2019 CITY HALL	PV	96533	001	09101	5/1/2019	8105053568	652.08
	SCHINDLER ELEVATOR P O BOX 93050 CHICAGO IL 60673-3050							Summary Total	652.08
								Payment Amount	652.08
116913	SELLMARK CORPORATION	PULSAR MONOCULAR/STRAP/CASE	PV	96534	001	09290	4/26/2019	456030	3,132.18
	SELLMARK CORPORATION 2201 HERITAGE PARKWAY MANSFIELD TX 76063							Summary Total	3,132.18
								Payment Amount	3,132.18
114269	SPEEDCUTTERS OUTDOOR MAINTENANCE LLC	APRIL 19 TURF CARE ALPINE FD	PV	96565	001	09101	4/24/2019	11225	460.64
	SPEEDCUTTERS OUTDOOR MAINTENANCE LLC 18523 OLSON STREET NW ELK RIVER MN 55330							Summary Total	460.64
								Payment Amount	460.64
100854	ST PAUL, CITY OF	ASPHALT MIX	PV	96385	001	09101	4/3/2019	IN34294	1,087.10
	CITY OF ST PAUL 15 W KELLOGG BLVD 700 CITY HALL ST PAUL MN 55102							Summary Total	1,087.10
								Payment Amount	1,087.10
116651	THOMPSON, LOGAN	MARCH- MAY 2019 7 WEEKS	PV	96386	001	09101	4/23/2019	042319	350.00
	LOGAN THOMPSON 3225 16TH AVE ANOKA MN 55303							Summary Total	350.00
								Payment Amount	350.00
116724	TRI STATE BOBCAT	MISC PARTS	PV	96535	001	09101	5/6/2019	A57183	780.00
	TRI STATE BOBCAT	MISC PARTS	PV	96535	002	09101	5/6/2019	A57183	780.00
	1200 HIGHWAY 13 EAST BURNSVILLE MN 55337							Summary Total	1,560.00

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Originator	JLIPSKI		
Payment Instrument	Check Payment		
Pay Through Date	12/31/2019		

Payee Number	Payee Name / Mailing Address	Stub Message	Document Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount
				Payment Amount					1,560.00
111742	TWIN CITY WATER CLINIC INC	APRIL 19 WATER SAMPLES	PV	96591	001	09601	4/30/2019	12940	300.00
	TWIN CITY WATER CLINIC INC 617 13TH AVENUE SOUTH HOPKINS MN 55343			Summary Total					300.00
				Payment Amount					300.00
106351	WATER LABORATORIES, INC	WATER TESTING	PV	96444	001	09601	4/23/2019	37870	315.00
	WATER LABORATORIES, INC 333 EAST MAIN STREET PO BOX 388 ELK RIVER MN 55330			Summary Total					315.00
				Payment Amount					315.00
116910	XCEL ENERGY	PD RESEARCH	PV	96446	001	09101	4/10/2019	CCCRC04102019-1	145.00
	XCEL ENERGY 414 NICOLLET MALL MINNEAPOLIS MN 55401			Summary Total					145.00
				Payment Amount					145.00
				Total Amount to be Processed					100,313.00
				Total Number of Payments to be Processed					58

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Bank Account 999.1010 CASH IN BANK 00002224
Version LOGIS004V
Originator JLIPSKI
Payment Instrument T A/P ACH Payment
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Payee Number	Name / Mailing Address	Stub Message	Document Ty	Number	Itm	Co	Due Date	Invoice Number	Payment Amount
116603	ADRENALINE SPORTS CENTER INC	RENTAL ZUMBA MAY-JUNE 2019	PV	96347	001	09101	4/16/2019	2019-4	280.00
	ADRENALINE SPORTS CENTER INC 8310 147TH LANE NW RAMSEY MN 55303					Summary Total			280.00
						Payment Amount			280.00
110402	ADVANCE AUTO PARTS	MARCH 19 PURCHASES	PV	96349	001	09101	3/31/2019	03312019	25.14
	ADVANCE AUTO PARTS	MARCH 19 PURCHASES	PV	96349	002	09101	3/31/2019	03312019	28.32
	AAP FINANCIAL SERVICES	MARCH 19 PURCHASES	PV	96349	003	09101	3/31/2019	03312019	266.41
	P O BOX 742063	MARCH 19 PURCHASES	PV	96349	004	09101	3/31/2019	03312019	64.50
	ATLANTA GA 30374-2063	MARCH 19 PURCHASES	PV	96349	005	09101	3/31/2019	03312019	47.94
		MARCH 19 PURCHASES	PV	96349	006	09101	3/31/2019	03312019	17.19
						Summary Total			449.50
						Payment Amount			449.50
100035	ANOKA COUNTY CENTRAL COMMUNICATIONS	JAN-MAR 19 STATE ACCESS	PV	96392	001	09101	4/10/2019	2019047	900.00
	ANOKA COUNTY CENTRAL COMMUNICATIONS					Summary Total			900.00
	325 EAST MAIN STREET	MOTOROLA REMOTE MOUNT	PV	96393	001	09290	4/10/2019	2019039	4,808.25
	ANOKA MN 55303					Summary Total			4,808.25
						Payment Amount			5,708.25
107587	ANOKA COUNTY TREASURY DEPARTMENT	MAY 2019 BROADBAND	PV	96391	001	09101	4/18/2019	B190418M	604.50
	ANOKA COUNTY TREASURY DEPARTMENT 2100 THIRD AVENUE ANOKA MN 55303					Summary Total			604.50
						Payment Amount			604.50
100647	BOLTON AND MENK INC	RAM/HWY 10 CORR. FEB 2019	PV	96571	001	09400	4/18/2019	0231997	38,431.50
	BOLTON AND MENK INC 1960 PREMIER DRIVE MANKATO MN 56001-5900					Summary Total			38,431.50
						Payment Amount			38,431.50
103641	BOYER TRUCKS ROGERS	WORK ON 693	PV	96351	001	09101	4/18/2019	480983	502.07

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Bank Account	999.1010	CASH IN BANK	00002224
Version	LOGIS004V		
Originator	JLIPSKI		
Payment Instrument	T	A/P ACH Payment	
Pay Through Date	12/31/2019		

Payee Number	Payee Name / Mailing Address	Stub Message	Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount
	BOYER TRUCKS	WORK ON 693	PV	96351	002	09101	4/18/2019	480983	175.95
	P O BOX 18338			Summary Total					678.02
	MINNEAPOLIS MN 55418	WORK ON 672	PV	96352	001	09101	4/2/2019	480829	2,330.90
		WORK ON 672	PV	96352	002	09101	4/2/2019	480829	2,135.26
				Summary Total					4,466.16
		WORK ON 668	PV	96353	001	09101	4/11/2019	480928	1,088.50
		WORK ON 668	PV	96353	002	09101	4/11/2019	480928	497.83
				Summary Total					1,586.33
		TOP PAD	PV	96401	001	09101	4/23/2019	62483R	56.56
				Summary Total					56.56
		U BOLT ASSY	PV	96402	001	09101	4/22/2019	62435R	160.12
				Summary Total					160.12
		MISC PART	PV	96403	001	09101	4/22/2019	62136R 2019	32.14
				Summary Total					32.14
				Payment Amount					6,979.33
112019	CENTRAL HYDRAULICS INC	MISC PIPE/HOSE/COUPLERS	PV	96355	001	09101	4/18/2019	0058838	166.02
	CENTRAL HYDRAULICS INC 21877 INDUSTRIAL COURT ROGERS MN 55374			Summary Total					166.02
				Payment Amount					166.02
114549	CHETS SHOES INC	BOOTS- A. MADSEN	PV	96405	001	09101	4/21/2019	41351	150.00
	CHETS SHOES INC			Summary Total					150.00
	8870 RENDOVA STREET NE	BOOTS- A. BLOOD	PV	96540	001	09101	4/30/2019	41459	150.00
	CIRCLE PINES MN 55014			Summary Total					150.00
				Payment Amount					300.00
116197	CINTAS CORPORATION	FIRE DEPT- MATS	PV	96356	001	09101	4/10/2019	4019811773	16.56
	CINTAS CORPORATION			Summary Total					16.56
	CINTAS LOC #4K	UNIFORM CLEANING	PV	96357	001	09101	4/10/2019	4019811784	28.00
	P O BOX 650838	UNIFORM CLEANING	PV	96357	002	09101	4/10/2019	4019811784	4.00
	DALLAS TX 75265-0838	UNIFORM CLEANING	PV	96357	003	09101	4/10/2019	4019811784	29.63
		UNIFORM CLEANING	PV	96357	004	09101	4/10/2019	4019811784	29.63
				Summary Total					91.26
		UNIFORM CLEANING	PV	96406	001	09101	4/17/2019	4020210265	28.00
		UNIFORM CLEANING	PV	96406	002	09101	4/17/2019	4020210265	4.00

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Payee Number	Name / Mailing Address	Stub Message	Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount
		UNIFORM CLEANING	PV	96406	003	09101	4/17/2019	4020210265	28.46
		UNIFORM CLEANING	PV	96406	004	09101	4/17/2019	4020210265	28.46
				Summary Total					88.92
		FIRE- MATS	PV	96407	001	09101	4/17/2019	4020210164	13.20
				Summary Total					13.20
		UNIFORM CLEANING	PV	96541	001	09101	4/24/2019	4020637045	28.00
		UNIFORM CLEANING	PV	96541	002	09101	4/24/2019	4020637045	4.00
		UNIFORM CLEANING	PV	96541	003	09101	4/24/2019	4020637045	32.63
		UNIFORM CLEANING	PV	96541	004	09101	4/24/2019	4020637045	32.63
				Summary Total					97.26
		UNIFORM CLEANING	PV	96572	001	09101	5/1/2019	4021064674	28.00
		UNIFORM CLEANING	PV	96572	002	09101	5/1/2019	4021064674	4.00
		UNIFORM CLEANING	PV	96572	003	09101	5/1/2019	4021064674	28.46
		UNIFORM CLEANING	PV	96572	004	09101	5/1/2019	4021064674	28.46
				Summary Total					88.92
				Payment Amount					396.12
100125	COUNTRYSIDE PRINTING INC	SPRING RECYCLE CARD 19	PV	96408	001	09604	4/9/2019	35738	967.29
	COUNTRYSIDE PRINTING			Summary Total					967.29
	6250 BUNKER LAKE BLVD NW	GIFT CARD COVERS YOS	PV	96409	001	09101	4/18/2019	35758	49.00
	SUITE 113			Summary Total					49.00
	RAMSEY MN 55303	ENVELOPES	PV	96410	001	09101	4/17/2019	35756	435.00
				Summary Total					435.00
		MAY/JUNE 19 RAMSEY RESIDENT	PV	96502	001	09101	4/24/2019	35767	6,877.00
				Summary Total					6,877.00
				Payment Amount					8,328.29
100129	CRYSTEEL TRUCK EQUIPMENT	TURN SIGNAL LIGHTS	PV	96359	001	09101	4/22/2019	F44411	51.88
	CRYSTEEL MANUFACTURING			Summary Total					51.88
	1130 73RD AVENUE NE	CIRCUIT BREAKER	PV	96542	001	09101	5/1/2019	FP172868	69.26
	FRIDLEY MN 55432			Summary Total					69.26
				Payment Amount					121.14
113306	DEFINITIVE TECHNOLOGY SOLUTIONS INC	CONTRACT JAN-APR 2019	PV	96412	001	09101	4/22/2019	INV181810	617.64

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	DEFINITIVE TECHNOLOGY SOLUTIONS INC 9401 JAMES AVENUE SOUTH SUITE 120 BLOOMINGTON MN 55431			Summary Total					617.64
				Payment Amount					617.64
100144	DEHN OIL COMPANY	DIESEL	PV	96413	001	09101	4/18/2019	60698	2,192.00
	DEHN OIL COMPANY			Summary Total					2,192.00
	6735 141ST AVENUE NW	BIO DIESEL	PV	96574	001	09101	5/3/2019	61761	1,036.88
	RAMSEY MN 55303			Summary Total					1,036.88
				Payment Amount					3,228.88
116175	ECKBERG LAMMERS ATTORNEYS AT LAW	APRIL 2019 SERVICES	PV	96543	001	09101	4/30/2019	04 2019	6,083.50
	ECKBERG LAMMERS ATTORNEYS AT LAW 1809 NORTHWESTERN AVENUE STILLWATER MN 55082			Summary Total					6,083.50
				Payment Amount					6,083.50
100158	ECM PUBLISHERS INC	HARVEST ESTATES EASEMENT	PV	96414	001	09804	4/19/2019	687381	64.50
	ECM PUBLISHERS INC			Summary Total					64.50
	4095 COON RAPIDS BLVD	GILBERTSON VAR	PV	96415	001	09804	4/19/2019	687383	69.88
	COON RAPIDS MN 55433			Summary Total					69.88
		RIVER WALK PH	PV	96416	001	09804	4/19/2019	687382	182.75
				Summary Total					182.75
		ORD 19-07	PV	96504	001	09101	4/26/2019	689579	80.63
				Summary Total					80.63
		ORD 19-08	PV	96505	001	09101	4/26/2019	689578	53.75
				Summary Total					53.75
		CANCEL PH- RIVER WALK	PV	96575	001	09101	4/26/2019	689576	26.88
				Summary Total					26.88
		CANCEL PH-GILBERTSON	PV	96576	001	09101	4/26/2019	689577	32.25
				Summary Total					32.25
				Payment Amount					510.64

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114680	ELECTRICAL PRODUCTION SERVICES INC	NEMA CABINET INSTALL	PV	96417	001	09240	4/18/2019	17385	5,939.00
	ELECTRICAL PRODUCTION SERVICES INC 2431 GALPIN COURT SUITE 140 CHANHASSEN MN 55317						Summary Total		5,939.00
							Payment Amount		5,939.00
108737	EMERGENCY AUTOMOTIVE TECHNOLOGY INC	WORK ON 392	PV	96420	001	09101	4/11/2019	DL031519-25D	4,100.35
	EMERGENCY AUTOMOTIVE TECHNOLOGY INC						Summary Total		4,100.35
	2755 GENEVA AVE N	WORK ON 395	PV	96421	001	09101	4/16/2019	DL032219-20	1,183.75
	OAKDALE MN 55128						Summary Total		1,183.75
		BRACKET/SWIVEL	PV	96545	001	09290	4/23/2019	DL041119-22	103.44
							Summary Total		103.44
		OFFSET BRACKET	PV	96546	001	09101	4/23/2019	DL041119-21	38.91
							Summary Total		38.91
							Payment Amount		5,426.45
113321	FACTORY MOTOR PARTS CO	AIR/OIL FILTERS	PV	96422	001	09101	4/25/2019	6-1532751	46.70
	FACTORY MOTOR PARTS CO BIN 139107 P O BOX 9107 MINNEAPOLIS MN 55480-9107						Summary Total		46.70
							Payment Amount		46.70
107099	FASTENAL	MISC PARTS	PV	96512	001	09101	5/1/2019	MNTC8175749	1.14
	FASTENAL COMPANY						Summary Total		1.14
	P O BOX 1286	MISC PARTS	PV	96547	001	09101	4/30/2019	MNTC8175713	54.26
	WINONA MN 55987						Summary Total		54.26
							Payment Amount		55.40
112421	FIRST SCRIBE	ROWAY WEB MAY 2019	PV	96578	001	09101	5/1/2019	2480820	200.00
	FIRST SCRIBE 110 CHESHIRE LANE SUITE 105 MINNETONKA MN 55305						Summary Total		200.00
							Payment Amount		200.00

Payment Group Control Number 2868
Bank Account 999.1010 CASH IN BANK 00002224
Version LOGIS004V
Originator JLIPSKI
Payment Instrument T A/P ACH Payment
Pay Through Date 12/31/2019

Payee Number	Name / Mailing Address	Stub Message	Document Ty	Number	Itm	Co	Due Date	Invoice Number	Payment Amount
106869	FORESTRY SUPPLIERS INC	HERBICIDE	PV	96515	001	09101	5/2/2019	524659-00	252.58
	FORESTRY SUPPLIERS INC 205 WEST RANKIN STREET P.O. BOX 8397 JACKSON MS 39284-8397			Summary Total					252.58
				Payment Amount					252.58
100200	GOPHER STATE ONE CALL INC	179 TICKETS APRIL	PV	96579	001	09601	4/30/2019	9040684	80.55
	GOPHER STATE ONE CALL 7223 PARKWAY DRIVE SUITE 210	179 TICKETS APRIL	PV	96579	002	09601	4/30/2019	9040684	80.55
		179 TICKETS APRIL	PV	96579	003	09601	4/30/2019	9040684	80.55
	HANOVER MD 21076-1317			Summary Total					241.65
				Payment Amount					241.65
100650	GRAINGER	MEASURING WHEEL-LAWN RAKE	PV	96364	001	09297	4/11/2019	9143659432	97.42
	GRAINGER INC	MEASURING WHEEL-LAWN RAKE	PV	96364	002	09297	4/11/2019	9143659432	63.50
	DEPT. 806511127			Summary Total					160.92
	PALATINE IL 60038-0001	V BELTS/VAC/EYE WASH MISC	PV	96365	001	09101	4/16/2019	9147787528	456.84
				Summary Total					456.84
		WINDOW SQUEEGEE	PV	96366	001	09101	4/17/2019	9148596258	5.10
				Summary Total					5.10
		WINDOW SQUEEGEE	PV	96427	001	09101	4/12/2019	9144259927	15.23
				Summary Total					15.23
		BATTERY	PV	96548	001	09101	4/25/2019	9157150682	200.66
				Summary Total					200.66
		LOCKER	PV	96549	001	09101	4/25/2019	9157041196	332.41
				Summary Total					332.41
		V BELT/ SNAP IN CORDS	PV	96550	001	09101	5/2/2019	9164265515	19.08
				Summary Total					19.08
				Payment Amount					1,190.24
112475	INNOVATIVE OFFICE	MISC OFFICE SUPPLIES	PV	96429	001	09101	4/23/2019	IN2489740	49.16

Payment Group Control Number	2868		
Bank Account	999.1010	CASH IN BANK	00002224
Version	LOGIS004V		
Originator	JLIPSKI		
Payment Instrument	T	A/P ACH Payment	
Pay Through Date	12/31/2019		

Payee Number	Name / Mailing Address	Stub Message	Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount
	SOLUTIONS								
	INNOVATIVE OFFICE SOLUTIONS P O BOX 860627 MINNEAPOLIS MN 55486-0001			Summary Total					49.16
				Payment Amount					49.16
100266	LOGIS	APRIL 19 NETWORK SERVICES	PV	96582	001	09101	4/30/2019	47008	125.00
	LOCAL GOVERNMENT INFORMATION SYSTEMS ASS			Summary Total					125.00
	5750 DULUTH STREET	HUBBLE DEV MAINT	PV	96583	001	09101	5/1/2019	47061	825.00
	GOLDEN VALLEY MN 55422-4036			Summary Total					825.00
				Payment Amount					950.00
113658	MARCO	DIGITAL SIGNAGE- FD	PV	96521	001	09101	4/19/2019	INV6271903	474.00
	MARCO			Summary Total					474.00
	NW 7128 PO BOX 1450	MAY 2019 CONTRACT	PV	96584	001	09101	5/1/2019	INV6310458	60.00
	MINNEAPOLIS MN 55485-7128			Summary Total					60.00
				Payment Amount					534.00
100283	MENARDS COON RAPIDS	TRASH BAGS	PV	96373	001	09101	4/10/2019	98744	1,179.84
	MENARDS COON RAPIDS			Summary Total					1,179.84
	3045 MAIN STREET	FIRE MISC SUPPLIES	PV	96374	001	09101	4/12/2019	98952	18.03
	COON RAPIDS MN 55433			Summary Total					18.03
		MISC SUPPLIES	PV	96431	001	09101	4/17/2019	99218	145.28
				Summary Total					145.28
				Payment Amount					1,343.15
100285	MET COUNCIL ENVIRONMENTAL SRV	JUNE 2019 WASTE WATER	PV	96554	001	09602	5/3/2019	0001096089	65,058.71
	MET COUNCIL ENVIRONMENTAL SRV P O BOX 856513 MINNEAPOLIS MN 55485-6513			Summary Total					65,058.71
				Payment Amount					65,058.71
113946	MUNICIPAL EMERGENCY SERVICES INC	FIRE BOOTS	PV	96378	001	09101	4/9/2019	IN 1329029	1,707.90
	MUNICIPAL EMERGENCY SERVICES INC			Summary Total					1,707.90

CITY OF RAMSEY
Create Payment Control Groups

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Payment Instrument	T	A/P ACH Payment	
Pay Through Date	12/31/2019		

Payee Number	Payee Name / Mailing Address	Stub Message	Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount
	DEPOSITORY ACCOUNT	GLOBE ALTERATIONS	PV	96379	001	09101	4/11/2019	IN 1329977	374.33
	75 REMITTANCE DRIVE SUITE 3135				Summary Total				374.33
	CHICAGO IL 60675	COATS/PANTS	PV	96525	001	09101	4/18/2019	IN1332194	7,130.55
					Summary Total				7,130.55
					Payment Amount				9,212.78
114775	NEOGOV	INSIGHT JUNE 19-20	PV	96380	001	09101	5/2/2019	INV28520	3,307.50
	NEOGOV				Summary Total				3,307.50
	300 CONTINENTAL BLVD SUITE 565								
	EL SEGUNDO CA 90245				Payment Amount				3,307.50
100354	NEWMAN SIGNS INC	SIGN MATERIAL	PV	96436	001	09101	4/18/2019	TRFINV010856	1,471.82
	NEWMAN SIGNS INC				Summary Total				1,471.82
	PO BOX 1728								
	JAMESTOWN ND 58402-1728				Payment Amount				1,471.82
100363	NORTHERN SANITARY SUPPLY CO	MISC SUPPLIES	PV	96437	001	09101	4/18/2019	194802	184.07
	NORTHERN SANITARY SUPPLY CO				Summary Total				184.07
	341 COON RAPIDS BLVD	TRASH LINERS	PV	96528	001	09101	4/22/2019	194832	32.84
	MINNEAPOLIS MN 55433				Summary Total				32.84
		MISC SUPPLIES	PV	96529	001	09101	4/25/2019	194886	193.44
					Summary Total				193.44
		MISC PARTS	PV	96530	001	09101	4/23/2019	194849	33.35
					Summary Total				33.35
					Payment Amount				443.70
115071	NORTHLAND OCCUPATIONAL HEALTH	PRE EMPLOY J. KROLL	PV	96438	001	09101	4/18/2019	3251	25.00
	NORTHLAND OCCUPATIONAL HEALTH				Summary Total				25.00
	7533 SUNWOOD DRIVE NW	3 PRE EMPLOY	PV	96439	001	09101	4/22/2019	3287	75.00
	SUITE 212	4/19/2019							
	RAMSEY MN 55303				Summary Total				75.00
		PRE EMPLOY T. MCINTIRE-LINDER	PV	96531	001	09101	4/26/2019	3335	25.00
					Summary Total				25.00

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CITY OF RAMSEY
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Payment Instrument	T	A/P ACH Payment	
Pay Through Date	12/31/2019		

Payee Number	Name / Mailing Address	Stub Message	Document Ty	Number	Itm	Co	Due Date	Invoice Number	Payment Amount
				Payment Amount					125.00
110547	NORTHWEST LIGHTING SYSTEMS CO.	MISC BULBS	PV	96440	001	09101	4/23/2019	111781	193.73
	NORTHWEST LIGHTING SYSTEMS CO. 746 CRAIG AVENUE TRACY MN 56175			Summary Total					193.73
				Payment Amount					193.73
111488	POPP.COM INC	APRIL 19 SERVICE	PV	96588	001	09101	4/30/2019	992550230	85.55
	POPP.COM INC	APRIL 19 SERVICE	PV	96588	002	09101	4/30/2019	992550230	38.02
	620 MENDELSSOHN AVE NO SUITE 101	APRIL 19 SERVICE	PV	96588	003	09101	4/30/2019	992550230	47.53
	GOLDEN VALLEY MN 55427	APRIL 19 SERVICE	PV	96588	004	09101	4/30/2019	992550230	180.60
		APRIL 19 SERVICE	PV	96588	005	09101	4/30/2019	992550230	28.52
		APRIL 19 SERVICE	PV	96588	006	09101	4/30/2019	992550230	109.31
		APRIL 19 SERVICE	PV	96588	007	09101	4/30/2019	992550230	42.77
		APRIL 19 SERVICE	PV	96588	008	09101	4/30/2019	992550230	108.79
		APRIL 19 SERVICE	PV	96588	009	09101	4/30/2019	992550230	86.79
		APRIL 19 SERVICE	PV	96588	010	09101	4/30/2019	992550230	106.48
		APRIL 19 SERVICE	PV	96588	011	09101	4/30/2019	992550230	57.85
				Summary Total					892.21
				Payment Amount					892.21
113444	PRECISE	DATA MARCH 2019	PV	96561	001	09101	4/29/2019	IN200-1020984	1,295.91
	PRECISE 501 EAST CLIFF ROAD SUITE 100 BURNSVILLE MN 55337			Summary Total					1,295.91
				Payment Amount					1,295.91
107978	PREMIER COMMERCIAL PROPERTIES INC	APRIL 19 HIWAY 10	PV	96441	001	09410	4/30/2019	6331	200.00
	PREMIER COMMERCIAL PROPERTIES INC	APRIL 19 HIWAY 10	PV	96441	002	09410	4/30/2019	6331	200.00
	299 COON RAPIDS BLVD NW #200	APRIL 19 HIWAY 10	PV	96441	003	09410	4/30/2019	6331	200.00
	COON RAPIDS MN 55433	APRIL 19 HIWAY 10	PV	96441	004	09410	4/30/2019	6331	200.00
				Summary Total					800.00
				Payment Amount					800.00

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CITY OF RAMSEY
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Payment Instrument T A/P ACH Payment
Pay Through Date 12/31/2019

Payee Number	Name / Mailing Address	Stub Message	Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount
113737	RATWIK ROSZAK AND MALONEY PA	RETAINER MARCH 2019	PV	96563	001	09101	4/1/2019	64017	2,977.50
	RATWIK ROSZAK AND MALONEY PA	RETAINER MARCH 2019	PV	96563	002	09101	4/1/2019	64017	72.50
	300 U.S. TRUST BUILDING	RETAINER MARCH 2019	PV	96563	003	09101	4/1/2019	64017	87.00
	730 SECOND AVENUE SOUTH			Summary Total					3,137.00
	MINNEAPOLIS MN 55402	MARCH 2019 SERVICES	PV	96564	001	09101	4/1/2019	64016	4,162.81
				Summary Total					4,162.81
				Payment Amount					7,299.81
116092	ROADKILL ANIMAL CONTROL	MARCH 2019	PV	96382	001	09101	4/15/2019	041519	182.00
	ROADKILL ANIMAL CONTROL			Summary Total					182.00
	520 HAROLD DRIVE								
	BURNSVILLE MN 55337			Payment Amount					182.00
115381	RUMRIVER ART CENTER	ACRYLIC PAINT CLASS 3/28/19	PV	96383	001	09101	4/22/2019	1210091	247.00
	RUMRIVER ART CENTER			Summary Total					247.00
	2665 4TH AVENUE SUITE 102								
	ANOKA MN 55303			Payment Amount					247.00
100469	STREICHER'S POLICE EQUIPMENT	RESV BADGES- 7	PV	96442	001	09101	4/12/2019	I1362454	437.50
	STREICHER'S POLICE EQUIPMENT			Summary Total					437.50
	10911 WEST HWY 55	CSO BADGES	PV	96443	001	09101	4/16/2019	I1363086	336.00
	MINNEAPOLIS MN 55441			Summary Total					336.00
		IRRITANT	PV	96589	001	09101	5/2/2019	I1365970	179.88
				Summary Total					179.88
				Payment Amount					953.38
100485	TIMESAVER OFF SITE SECRETARIAL INC	APR 2019 MEETINGS	PV	96387	001	09101	4/12/2019	M24653	929.88
	TIMESAVER OFF SITE SECRETARIAL INC			Summary Total					929.88
	5291 RIVER OAK DRIVE	APRIL 2019 MEETINGS	PV	96566	001	09101	4/29/2019	M24702	831.88
	SAVAGE MN 55378			Summary Total					831.88
				Payment Amount					

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Version	LOGIS004V		
Originator	JLIPSKI		
Payment Instrument	T A/P ACH Payment		
Pay Through Date	12/31/2019		

Payee Number	Name / Mailing Address	Stub Message	Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount
									1,761.76
112079	TOKLE INSPECTIONS INC	INSPECTIONS APRIL 19	PV	96590	001	09101	5/3/2019	050319	4,225.68
	TOKLE INSPECTIONS INC 1748 123RD AVENUE NW COON RAPIDS MN 55448			Summary Total					4,225.68
				Payment Amount					4,225.68
105628	WELLS CATERING SERVICE	CC MEAL 4/23/2019	PV	96389	001	09101	4/23/2019	45524	90.80
	WELLS CATERING SERVICE			Summary Total					90.80
	7533 SUNWOOD DRIVE SUITE 108	EMP APP BREAKFAST 4/24/19	PV	96445	001	09101	4/24/2019	45532	765.01
	RAMSEY MN 55303			Summary Total					765.01
				Payment Amount					855.81
112515	WSB AND ASSOCIATES INC	COR AUAR MAR 2019	PV	96388	001	09214	4/15/2019	R-011954-000-11	181.75
	WSB AND ASSOCIATES INC			Summary Total					181.75
	701 XENIA AVENUE SOUTH SUITE 300	ROAD FUNDING MAR 2019	PV	96567	001	09400	4/30/2019	R-012755-000-6	4,285.50
	MINNEAPOLIS MN 55416			Summary Total					4,285.50
		SERVICES MAR 2019	PV	96592	001	09230	4/30/2019	R-013243-000-3	599.00
				Summary Total					599.00
		2040COMP PLAN MAR 2019	PV	96593	001	09101	4/30/2019	0-001973-160-26	2,411.75
				Summary Total					2,411.75
		2019 GENERAL PLAN MAR 19	PV	96594	001	09804	4/30/2019	R-013321-000-3	218.00
		2019 GENERAL PLAN MAR 19	PV	96594	002	09804	4/30/2019	R-013321-000-3	654.00
		2019 GENERAL PLAN MAR 19	PV	96594	003	09804	4/30/2019	R-013321-000-3	6,724.00
		2019 GENERAL PLAN MAR 19	PV	96594	004	09804	4/30/2019	R-013321-000-3	435.00
				Summary Total					8,031.00
				Payment Amount					15,509.00

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Payment Instrument	T	A/P ACH Payment	
Pay Through Date	12/31/2019		

Payee		Stub	Document				Due	Invoice	Payment
Number	Name / Mailing Address	Message	Ty	Number	Itm	Co	Date	Number	Amount
								Total Amount to be Processed	202,269.44
								Total Number of Payments to be Processed	45

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #19-112

RESOLUTION APPROVING CASH DISBURSEMENTS MADE AND AUTHORIZING PAYMENT OF ACCOUNTS PAYABLE INVOICING RECEIVED DURING THE PERIOD OF APRIL 18, 2019 THROUGH MAY 8, 2019

WHEREAS, the City of Ramsey Finance Department has made cash disbursements and received accounts payable invoicing during the period of April 18, 2019, through May 8, 2019, in the amount of $1,190,308.26 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 April 18, 2019, through May 8, 2019, in the amount of $1,190,308.26.

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:

None

and the following abstained:

None

and the following were absent:

Existing Vacancy

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 14th day of May 2019.

_____

Mayor

ATTEST:

_____

City Clerk

CC Regular Session **4. 7.**

Meeting Date: 05/14/2019

By: Chloe McGuire Brigl, Community Development

Information

Title

Adopt Resolution 19-068 and 19-109 Approving Development Agreement for Green Valley Greenhouse and Accepting Related Conservation and Trail Easement

Purpose/Background:

The purpose of this case is to approve the development agreement for Green Valley Greenhouse that lays out the required fees and will allow Green Valley Greenhouse to continue their proposed expansions. Staff will likely bring forward a case in coming months related to the quarterly storm water maintenance fees related to this property, which are not addressed via development agreement.

Notification:

No notification required for development agreement. Notifications of this proposal were sent via Standard US Mail to Property Owners within 700 feet of the Property, as reflected by Anoka County Property Records at time of Conditional Use Permit application.

Observations/Alternatives:

Development Fees

The applicant has proposed working with the City to dedicate a portion of their land along Trott Brook in lieu of development fees. In previous meetings, the City Council and Staff were open to this alternative in order to meet the larger goals of the City in creating a cohesive trail system throughout the City and along Trott Brook. The applicant has agreed to a conservation and trail easement along Trott Brook which will connect in with other trails along the City. The City will be able to construct a trail in this location in the future, which would be maintained by the City. In addition to the conservation and trail easement, the applicant has agreed to pay $10,000 in park and trail fees to help with the construction of the trail. Staff does feel that this land and fee satisfies the Park and Trail Dedication fee requirements for any new development and is a win-win situation for the City.

Staff will likely bring forward another case in the near future to discuss quarterly storm water maintenance fees in relation to the project.

Building Expansion

The existing septic system will need to be re-evaluated by the Building Official to ensure adequate capacity to add another bathroom for staff and customers.

Landscaping

Landscaping requirements have been reviewed based on the employment (E-1) district regulations. Staff is working with the applicant to modify their proposed landscape plan to meet all requirements.

Public Workshop

Staff held an informational public workshop in 2017, and the following items were noted as important by neighbors:

- Sound - the noise of the operation has increased significantly since it originally started. The site is entirely commercial since the removal of the original home. Neighbors are concerned about the noise and would like additional landscaping and buffering to help reduce the noise, in addition they want the larger components to

face away from existing neighborhoods.
- Berming and landscaping - any expansion would require berming along Green Valley Road and additional landscaping on Green Valley Road.

Funding Source:

All costs associated with this project are the responsibility of the applicant. The City did incur a small survey expense (off set by the Park Trust Fund) to prepare the legal description for the trail area to meet the larger parks and recreation goals of the City, (acquiring a critical segment of the Circle of Ramsey Greenway, parallel to Trott Brook).

Recommendation:

Staff Recommends the City Council Motion to Adopt Resolution 19-068 and 19-109 Approving Development Agreement for Green Valley Greenhouse and Accepting Related Conservation and Trail Easement.

Action:

Motion to Adopt Resolution 19-068 and 19-109 Approving Development Agreement for Green Valley Greenhouse and Accepting Related Conservation and Trail Easement.

Attachments

Site Plan (Approved Expansion)
Landscape Plan (Draft)
Resolution 19-068
Resolution #19-109
Trail Easement
Development Agreement

Form Review

Inbox	Reviewed By	Date
Mark Riverblood	Mark Riverblood	04/30/2019 02:33 PM
Tim Gladhill	Chloe McGuire Brigl	04/30/2019 02:45 PM
Mark Riverblood	Mark Riverblood	05/01/2019 09:25 AM
Tim Gladhill	Tim Gladhill	05/09/2019 09:32 AM
Kurt Ulrich	Kurt Ulrich	05/09/2019 11:20 AM
Form Started By: Chloe McGuire Brigl		Started On: 04/26/2019 10:38 AM
Final Approval Date: 05/09/2019		

SITE PLAN

~of~ 6560 GREEN VALLEY ROAD N.W.
~for~ Davis Farms, LLC

NORTH

GRAPHIC SCALE

100 0 50 100 200 400

1 INCH = 100 FEET

LEGEND

- DENOTES IRON MONUMENT FOUND AS LABELED
- DENOTES IRON MONUMENT SET MARKED RLS# 41578
- DENOTES ANOKA COUNTY CAST IRON MONUMENT
- x 952.36 DENOTES EXISTING SPOT ELEVATION
- DENOTES FIBER OPTIC BOX
- DENOTES GAS METER
- DENOTES GAS VAVLE
- DENOTES GUY WIRE
- DENOTES POWER POLE
- DENOTES STORM SEWER APRON
- DENOTES WELL
- DENOTES WET LAND
- x x DENOTES WIRE FENCE
- DENOTES LIDAR CONTOURS
- OHW DENOTES OVERHEAD WIRE
- DENOTES BITUMINOUS SURFACE
- DENOTES CONCRETE SURFACE
- DENOTES GRAVEL SURFACE
- PID:17-119-22-14-0008 Owner: City of X Address:Unassigned — DENOTES ADJACENT PARCEL DATA (PER ANOKA COUNTY TAX RECORDS)
- DENOTES RESTRICTED ACCESS
- WET DENOTES WETLAND EDGE DELINEATED BY JACOBSON ENVIRONMENTAL IN 2017

LEGAL DESCRIPTION

PID:03-32-25-41-0005

Lot 1, Block 1, DAVIS FARMS ADDITION, Anoka County, Minnesota.

PROPERTY OWNER

Davis Farms, LLC
6560 Green Valley Road NW,
Ramsey, MN 55303
Parcel ID: 03-32-25-41-0004

PRESENT ZONING

R-1 MUSA

BENCHMARK

ANOKA COUNTY BENCHMARK NO. 3078
ELEVATION 867.97 (NAVD88)

DRAINAGE AND UTILITY EASEMENTS ARE SHOWN AS THUS:

5 5
10 10
STREET

BEING 5 FEET IN WIDTH ADJOINING SIDE AND REAR LOT LINES AND 10 FEET IN WIDTH ADJOINING ROADWAY LINES UNLESS OTHER WISE SHOWN ON THIS PLAT

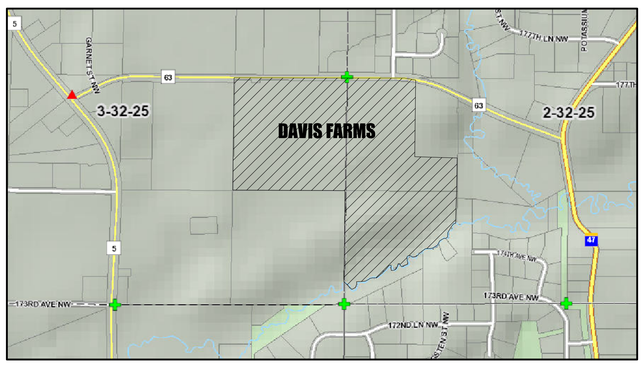
NOTES

- Field survey was completed by E.G. Rud and Sons, Inc. on 06/13/17.
- Bearings shown are on Anoka County coordinates.
- This survey was prepared without the benefit of title work. Additional easements, restrictions and/or encumbrances may exist other than those shown hereon. Survey subject to revision upon receipt of a current title commitment or an attorney's title opinion.
- Contours are LIDAR and field spot verified for accuracy.
- Site Plan information is provided by others.

E. G. RUD & SONS, INC.
EST. 1971
Professional Land Surveyors
6776 Lake Drive NE, Suite 110
Lino Lakes, MN 55014
Tel. (651) 361-8200 Fax (651) 361-8701
www.egrud.com

VICINITY MAP

NE 1/4 SEC. 3, TWP. 32, RNG. 25 NW 1/4 SEC. 2, TWP. 32, RNG. 25



ANOKA COUNTY, MINNESOTA
(NO SCALE)

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

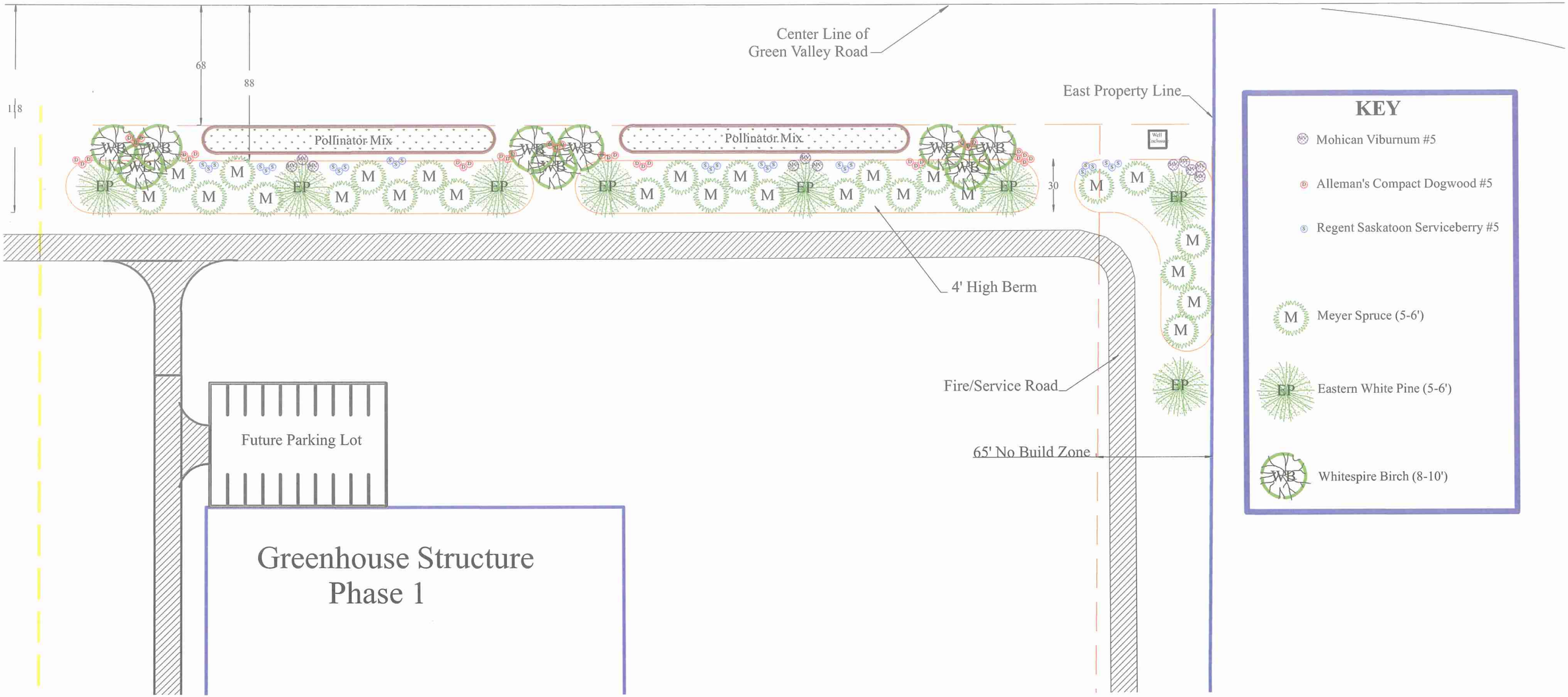
JASON E. RUD

Date: 6/01/18 License No. 41578

JOB NO: 17457PP	DATE: 07/31/18		SCANNED☐
REVISIONS		DRAWN BY: JEN	CHECK BY: JER
1	08/01/18	Revised Layout	JEN
2			
3			
NO.	DATE	DESCRIPTION	BY

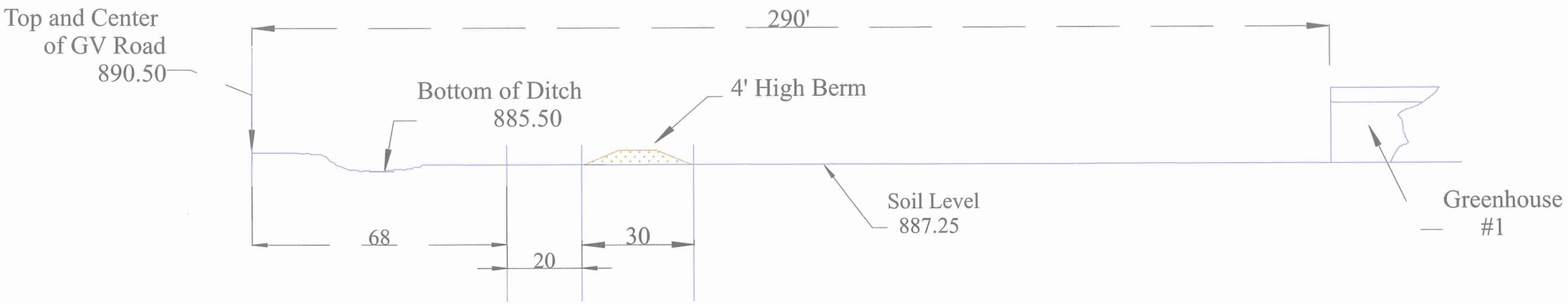
17457PP - V.001

Green Valley Greenhouse
Landscape Plan
June 2019

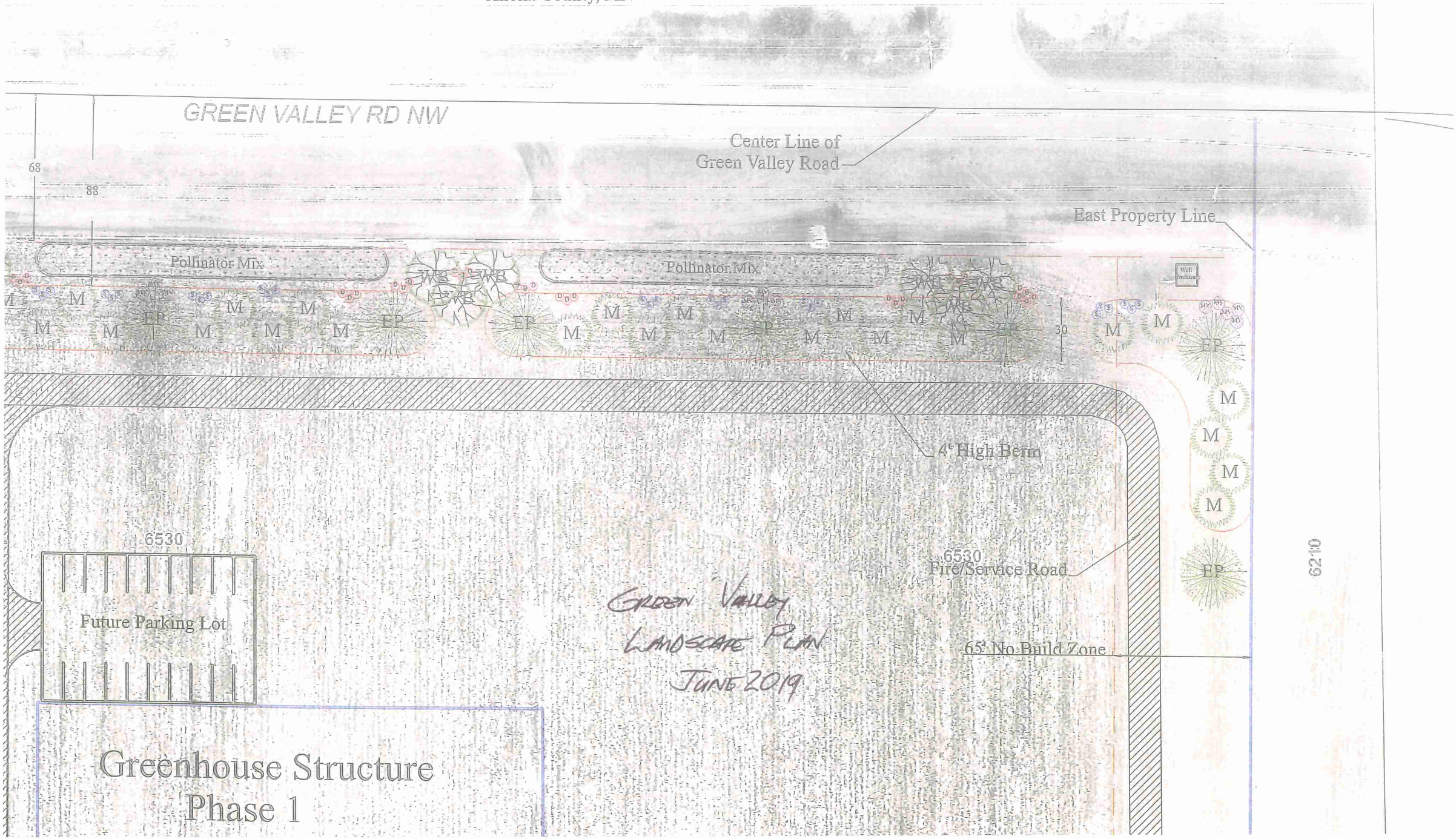


Green Valley Greenhouse
Landscape Plan
June 2019

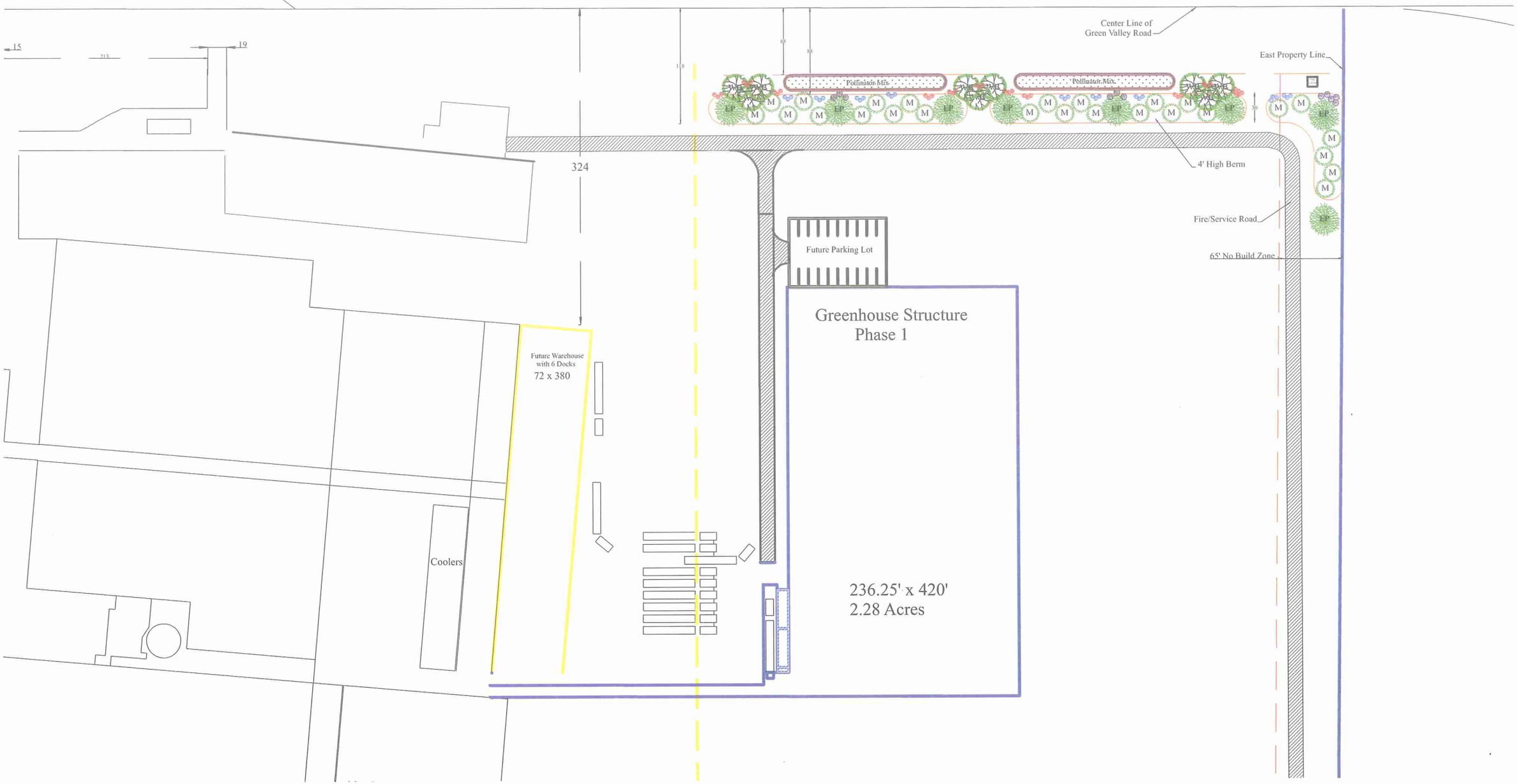
Side View of Landscape



Anoka Maps
Anoka County, MN



Green Valley Greenhouse
Landscape Plan
June 2019



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

RESOLUTION #19-068

RESOLUTION APPROVING DEVELOPMENT AGREEMENT FOR GREEN VALLEY GREEN HOUSE

WHEREAS, the City Council previously approved a site plan and conditional use permit for a commercial greenhouse operation and expansion on at 6530/6560 Green Valley Road; and

WHEREAS, the Subject Property is legally described as Lot 1, Block 1 Davis Farms Addition; and

WHEREAS, a contingency of said approval was to enter into a development agreement to payment of applicable fees, and payment of applicable development fees.

NOW THEREFORE, BE IT RESOLVED BY THIS CITY COUNCIL OF THE CITY OF RAMSEY, ANOKA COUNTY, STATE OF MINNESOTA that the findings of fact relating to the request are determined to be as follows:

1) The City Council of the City of Ramsey approves the development agreement for Green Valley Greenhouse.

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

and the following voted against the same:

and the following abstained:

and the following were absent:

Existing Vacancy

whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this _____ day of March, 2019.

Mayor

ATTEST:

City Clerk

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

RESOLUTION #19-109

RESOLUTION APPROVING THE DEVELOPMENT AGREEMENT FOR GREEN VALLEY GREENHOUSE

WHEREAS, The City Council approved an amended Conditional Use Permit to permit an expansion of Green Valley Greenhouse, contingent upon entering into a Development Agreement outlining required Development Fees; and

WHEREAS, Green Valley Greenhouse has agreed to terms outlined in the draft Development Agreement.

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

1) That the City Council hereby approves the Development Agreement with Green Valley Greenhouse and authorizes the Mayor and City Administrator to sign on behalf of the City.

The motion for the adoption of the foregoing resolution was duly seconded by Councilmember_____, 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 14th day of May, 2019.

_____
Mayor

ATTEST:

_____
City Clerk

CONSERVATION AND TRAIL EASEMENT AND RESTRICTIONS

THIS CONSERVATION AND TRAIL EASEMENT AND RESTRICTIONS is made effective this_____day of_____, 2019 by Green Valley Greenhouse, Inc., a Minnesota corporation, (the "Owner") to and in favor of the **CITY OF RAMSEY**, a municipal corporation under the laws of the State of Minnesota (hereinafter called "City").

WHEREAS, Minnesota Statutes section 84C.02 authorizes the grant by private citizens of non-possessory, conservation easements, to protect natural, scenic and open space values, and the authorized grantees include any governmental body empowered to hold an interest in real property under the laws of the State of Minnesota; and

WHEREAS, the City is a: (i) governmental body empowered to own interests in real estate and (ii) is a charter city under Minnesota Statutes; and

WHEREAS, preservation of the Easement Areas defined below will further City goals adopted by the City as Resolution #19-109 and is summarized as follows:

(Resolution #19-109)

WHEREAS, Ramsey City Council desires to protect ecologically significant open space associated with Trott Brook, and in furtherance thereof entered into an Agreement with the State of Minnesota for the purpose of acquiring from willing landowners, Conservation and Trail [where applicable] Easements; and

WHEREAS, open spaces are vital to our ecological, economic, and physical health; and

WHEREAS, open space and natural features are an important element to community identity in the City; and

WHEREAS, the Ramsey City Council desires to protect ecologically significant areas within the City; and

WHEREAS, Trott Brook is a high quality, ecologically significant area that creates a large natural corridor across the City; and

WHEREAS, preservation of the Easement Areas will further goals of the State of Minnesota's Metro Conservation Corridor program, the purpose of which is to accelerate the restoration of Minnesota's fish and wildlife by reestablishing a network of statewide corridors that connect core units of high quality habitat for the purpose of sustaining and enhancing fish and wildlife populations, and restoring the integrity of natural communities that are sustainable with human activities; and

WHEREAS, the Owner owns a parcel of land in the City legally described in Exhibit A attached hereto and made a part hereof (the "Owner Tract"), and wishes to grant to the City a Conservation and Trail Easement and Restrictions (the "CTE & R") over part of the Owner Tract, consistent with the above referenced State program and City policies, and United States Internal Revenue Code (IRC) 170 (h);

WHEREAS, the CTE & R will provide the City a space to construct or place a future trail through the area and will satisfy part of the Park & Trail Dedication requirement for the planned expansions of Green Valley Greenhouse via Conditional Use Permit approved via Resolution 18-178.

NOW THEREFORE, for good and valuable consideration, the Owner, pursuant to the aforementioned Statutes, Policies and Code conveys to the City, its permitted successors and assigns, the CTE & R. TO HAVE AND TO HOLD THE SAME, together with all the hereditaments and appurtenances thereunto, forever upon the following terms and conditions.

THE FOLLOWING TERMS AND CONDITIONS SHALL APPLY TO THE CTE & R AND EASEMENTS AREAS:

1. <u>Scope of Easement</u>.

A. **<u>Purpose</u>**. The purpose of this CTE & R is to preserve and protect in perpetuity the Conservation Values of the Easement Areas by confining the development, management and use of the Easement Areas to activities that are consistent with the preservation of the Conservation Values, by prohibiting activities that significantly impair or interfere with the Conservation Values, and by providing for remedies in the event of any violation of this CTE & R (the "Purpose").

The terms of this CTE & R are specifically intended to provide a significant public benefit by:

- Preserving the open and natural character of the Easement Areas for scenic enjoyment by the general public from views from private properties and streets and by use of the general public when accessing the Easement Areas by trail.
- Providing wildlife a contiguous corridor for habitat which connects to other areas of open space, streams and wetlands.
- Protecting water quality by maintaining a natural buffer between Trott Brook and the adjoining land uses.
- Providing a space for a future Trott Brook Trail corridor.

(the "Conservation Values.")

B. **<u>Land Burdened</u>**. The CTE & R burden, and run over, on and across, the tracts of land lying and being in the County of Anoka and State of Minnesota, described and depicted in Exhibit B attached hereto and made a

part hereof (the "Easement Areas"), which Easement Areas are part of the Owner Tract.

2. **Owner's Covenants**. The Owner agrees that:

A. Inconsistent Activity Prohibited. Any activity on or use of the Easement Areas that is inconsistent with the purposes of this CTE & R is prohibited. This prohibition specifically includes any intrusion or future development that would interfere with the essential scenic quality of the Easement Areas or the visual enjoyment of the open and natural character of the Easement Areas by the general public.

B. Industrial and Commercial Activity. No industrial or commercial use of the Easement Areas shall be permitted except a home business use may count the total area of the land, including the Easement Areas, for gross area computations as it may be necessary**,** or other use specifically permitted in Section 3 of this CTE & R.

C. Agricultural Use. No agricultural use of the Easement Areas shall be permitted. This includes tilling, plowing, commercial cultivation of row crops, livestock grazing or production, haying or feedlots.

D. Residential Development. No residential use or development of the Easement Areas shall be permitted except as specifically permitted in Section 3 of this CTE & R.

E. Right of Way. No right of way shall be granted across the Easement Areas in conjunction with any industrial or commercial use.

F. Mining. No mining, drilling, exploring for or removing of any minerals from the Easement Areas shall be permitted.

G. Transfer of Development Rights. No portion of the Easement Areas may be used to satisfy land area requirements for other property not subject to this CTE & R for purposes of calculating building density, lot coverage or open space under otherwise applicable laws, regulations or ordinances controlling land use.

H. No Structures and Improvements. No temporary or permanent buildings, structures, signs, billboards or other advertising of any kind, shall hereafter be erected or placed on or above any part of the Easement Areas without the prior written approval of the City; and no structure within the Easement Areas, even if approved by the City, shall ever be used for residential or commercial purposes, except the following:

i. Utilities. Utility systems and facilities may be installed, maintained, repaired, extended and replaced to serve those properties adjacent to the CTE & R where the City determines that there is not a more practical

manner to serve such properties. This includes, without limitation, all systems and facilities necessary to provide power, fuel, water, waste disposal and communication.

Utility systems and facilities shall be installed or constructed with minimal grading and disturbance to vegetation. Following installation or construction, the surface shall be timely restored to a condition consistent with the Conservation Values of this CTE & R.

ii. Signs. No billboards or other signs may be placed or erected on the Easement Areas except for small, unlighted, non-commercial signs for informational or interpretive purposes that have been approved in writing by the City.

I. Roads and Trails. Public roads or other public rights of way may be established or constructed on the Easement Areas but only upon written City approval. City approval shall not be granted until the City has conducted a public hearing on the subject at which hearing the Conservation Values shall be considered together with the necessity of the proposed public right of way. The City shall have the right to establish recreational trails within the Easement Areas consistent with City policies.

J. Topography and Surface Alteration. No alteration or change in the topography of the surface of the Easement Areas shall be permitted. This includes no ditching, draining or filling and no excavation or removal of soil, sand, gravel, rock or other materials, except as incidental to activities or uses specifically permitted by this CTE & R. This does not prohibit however, the City from conducting the above actions when there is a public benefit and is in the normal course of municipal affairs.

K. Vegetation Management. No removal, cutting, pruning, trimming or mowing of any trees or other vegetation, living or dead, and no introduction of non-native species shall be permitted except as follows:

i. In conjunction with horticultural activities, or habitat management as specifically permitted in Section 3 of this CTE & R.

ii. As reasonably required to construct and maintain permitted structures, roads and other improvements and provided that vegetation shall be restored following any construction to a condition consistent with the Conservation Values of this CTE & R.

iii. As reasonably required to prevent or control insects, noxious weeds, invasive vegetation, disease, fire, personal injury or property damage.

L. Water. No alteration or manipulation of natural watercourses, lakes, shorelines, wetlands or other surface or subsurface bodies of water shall be permitted except to restore or enhance wildlife habitat or native biological communities or to improve or enhance the function and quality of existing wetlands as approved in writing by the City.

No activities on or uses of the Easement Areas that cause erosion or are detrimental to water quality or purity shall be conducted or permitted within the Easement Areas.

M. Dumping and Composting. No trash, non-compostable garbage, hazardous or toxic substances or unsightly material may be dumped or accumulated on the Easement Areas. However, burning for the purpose of habitat and noxious weed control and composting may be permitted upon written City approval.

N. Vehicles. Snowmobiles, dune buggies, motorcycles, all-terrain vehicles or other types of motorized recreational vehicles may not be operated on the Easement Areas. Limited off-road use of motorized vehicles is allowed in conjunction with habitat restoration or enhancement as permitted in Section 3 of this CTE & R. This subsection is not intended to otherwise limit the use of motorized vehicles on roads or trails permitted under this CTE & R for maintenance, patrol and emergency operations.

3. Reservations. The Owner reserves the following rights:

A. Right to Convey. The Owner may sell, gift, lease, bequeath, devise, mortgage or otherwise encumber or convey the Easement Areas.

i. Any conveyance or encumbrance of the Easement Areas is subject to this CTE & R.

ii. The Owner shall reference this CTE & R in any deed or other document by which the Owner conveys title to the Easement Areas.

B. Subdivision. The Easement Areas may be subdivided into lots and configurations pursuant to the City's subdivision regulations. Each parcel or lot shall remain subject to the terms and conditions of this CTE & R.

This right to subdivide the Easement Areas does not include the right to construct any buildings or structures on the Easement Areas except as to those otherwise permitted by this CTE & R.

C. Recreational and Educational Uses. The Easement Areas may be used for hiking, cross-country skiing, horseback riding, camping, nature observation or study, and other similar low impact recreational and educational programs or activities by the Owner. Any recreational or educational program or activity undertaken pursuant to this subsection must be exercised in a manner which is consistent with the Conservation Values set forth in this CTE & R.

D. Habitat. The Easement Areas may be used to maintain, restore or enhance habitat for wildlife and native biological communities in accordance with a management plan approved by the City in writing.

4. City Rights. In order to accomplish the purposes of this CTE & R, the City is granted the following rights:

A. Other Sections. Those rights, uses and activities set forth in other sections of this CTE & R.

B. Signs. The right to place on the Easement Areas signs that identify the land as protected by this CTE & R.

C. Right to Enter. The right to enter the Easement Areas upon reasonable notice to the Owner for the following purposes:

i. To inspect the Easement Areas and to monitor compliance with the terms of this CTE & R.

ii. To obtain evidence for use in seeking judicial or other enforcement of this CTE & R.

iii. To survey or otherwise mark the boundaries of all or part of the Easement Areas in order to determine whether there has been or may be a violation of this CTE & R. Any survey or boundary demarcation completed under this subsection will be at the City's expense.

iv. Ecological Management. To manage or control diseased trees, noxious weeds and invasive species.

v. To otherwise exercise its rights under this CTE & R.

5. Remedies. All rights and remedies under Minnesota Statutes 84.65 and 84C.03 and as from time to time amended are available to the City to enforce this CTE & R. Also, if there is a violation or breach of this CTE & R, the City may institute suit(s) to enjoin any violation of the CTE & R by instituting proceedings for ex parte, temporary and/or permanent injunction including prohibitory and/or mandatory injunctive relief and to require restoration of the Easement Area to the condition and appearance that existed prior to the violation complained of. The City shall also have available all legal and other equitable remedies to enforce Owner's obligations hereunder. Enforcement remedies shall comply with the following conditions:

A. Notice. The City may not initiate judicial action until the Owner has been given notice of the violation, or threatened violation, and a reasonable opportunity to correct the violation. This provision shall not apply if, in the sole discretion of the City, immediate judicial action is necessary to prevent or mitigate significant damage to the Easement Areas or if reasonable, good faith efforts to notify the Owner are unsuccessful.

B. Discretionary Enforcement. Enforcement of the terms of this CTE & R is solely at the discretion of the City. The City does not waive or forfeit the right to take any action necessary to assure compliance with the terms of this CTE & R by any delay or prior failure of the City in discovering a violation or initiating enforcement proceedings.

C. Acts Beyond Owner's Control. The City may not bring any action against the Owner for any change to the Easement Areas resulting from causes beyond the Owner's control, such as changes caused by fire, flood, storm, natural deterioration or the unauthorized acts of persons other than the Owner or the Owner's agents, employees or contractors or resulting from reasonable actions taken in good faith under emergency conditions to prevent or mitigate damage resulting from such causes.

D. Right to Report. In addition to other remedies, the City has the right to report any environmental concerns or conditions or any actual or potential violations of any environmental laws to appropriate regulatory agencies.

6. Limited Assignment. The City's rights under this CTE & R may be assigned or transferred only to a conservation organization which is a qualified organization under Section 170(h) of the Internal Revenue Code and related regulations and which is authorized to hold conservation easements under Minnesota law.

As a condition of any assignment or transfer, the City shall require any future holder of this CTE & R to continue to carry out the Conservation Values of this CTE & R in perpetuity.

The City will notify the Owner of any assignment within fifteen (15) days of the assignment and will provide the Owner with the name and address of the assignee.

7. Amendment. Under appropriate circumstances, this CTE & R may be amended upon agreement of Owner and City. However, no amendment will be allowed if, in the sole and exclusive judgment of the City, it (i) does not further the Purpose, (ii) will adversely impact the

Conservation Values, (iii) affects the perpetual duration of the CTE & R, or (iv) affects the validity of the CTE & R under Minnesota law. Any amendment must be in writing and recorded in the same manner as the CTE & R to be effective.

8. Warranties. The Owner represents and warrants as follows:

A. The Owner is the sole owner of the Easement Areas in fee simple and has the right and ability to convey this CTE & R to the City.

B. The Easement Areas is free and clear of all encumbrances other than those subordinated to this CTE & R, the lien of property taxes, special assessments, and the Permitted Encumbrances, if any listed on Exhibit C, attached hereto.

C. The Owner has no actual knowledge of any use or release of hazardous waste or toxic substances on the Easement Areas that is in violation of a federal, state or local environmental law and will defend, indemnify and hold the City harmless against any claims of contamination from such substances.

9. **Real Estate Taxes.** The Owner shall pay all property taxes and assessments levied against the Easement Areas**.**

10. Ownership Costs and Liabilities. The Owner retains all responsibilities and shall bear all costs and liabilities of any kind related to the ownership of the Easement Areas. To the extent allowed by law, the City shall defend, indemnify and hold the Owner harmless from any and all liability for any property damage or personal injury caused by use of the public of the areas within the CTE & R. Notwithstanding the preceding sentence, nothing contained herein shall be deemed a waiver by the City of any governmental immunity defenses, statutory or otherwise, Further, any and all claims brought by the Owner, the Owner's successors or assigns and or any other third party, shall be subject to any governmental immunity defenses of the City and the maximum liability limits provided in Minnesota Statute Chapter 466. The Owner will maintain liability insurance on the Easement Areas consistent with the remainder of the Owner's Tract.

11. Notice and Approval. Any notice or request for approval required by this CTE & R must be in writing and is subject to the following:

A. Delivery. Any required notice or request for approval must be delivered personally or sent by first class mail or other nationally recognized delivery service to the appropriate party at the following addresses (or other address specified in writing):

To the Owner:	To the City:
Green Valley Greenhouse, Inc.	City of Ramsey
6530 Green Valley Rd	7550 Sunwood Drive NW
Ramsey MN 55303	Ramsey MN 55303

B. Timing. Unless otherwise specified in this CTE & R, any required notice or request for approval must be delivered at least 30 days prior to the date proposed for initiating the activity in question.

C. Content. The notice or request for approval must include sufficient information to allow the City to make an informed decision on whether any proposed activity is consistent with the terms and purposes of this CTE & R. At a minimum this shall include (i) the location, nature and scope of the proposed activity, (ii) the proposed use, design and location of any building, structure or improvement and (iii) the potential impact on the Conservation Values of the Easement Areas.

D. Approval. The City may withhold its approval if it determines that the proposal is inconsistent with the terms or purposes of this CTE & R or lacks sufficient information to allow the City to reach an informed decision. The City may condition its approval on the Owner's acceptance of modifications, which would, in the City's judgment, make the proposed activity consistent with the CTE & R or otherwise meet any concerns. Failure of the City, or its successors or assigns shall not constitute an approval under any circumstances.

12. Covenants Run With Land. This CTE & R shall run with and burden the Easement Areas in perpetuity. The terms, covenants and conditions hereof shall run with the land and shall be binding on all present and future owners of the Easement Areas, and shall inure to the benefit of the City, its permitted successors and assigns. This CTE & R creates a property right immediately vested in the City and its successors and assigns that cannot be terminated or extinguished except as set out herein.

13. Extinguishment. If circumstances arise in the future that render the Purpose of this CTE & R impossible to accomplish, this CTE & R Easement can only be terminated or extinguished, whether in whole or in part, by judicial proceeding in a court of competent jurisdiction. The parties hereto agree that economic hardship on the part of the Grantee, or the owners, heirs, successors or assigns shall not be sufficient grounds for extinguishment or termination of this Easement.

14. Definitions. Unless the context requires otherwise, the term "Owner" includes, jointly and severally, the current owner or owners of the Easement Areas identified above and their personal representatives, heirs, successors and assigns in title to the Easement Areas. The term "City" includes its successors or assigns to its interest in this CTE & R.

15. Termination of Rights and Obligations. A party's rights and obligations under this CTE & R terminate upon the transfer or termination of that party's interest in this CTE & R or the Easement Areas, provided, however, that any liability for acts or omissions occurring prior to the transfer or termination will survive that transfer or termination.

16. Recording. The City will record this CTE & R in a timely manner with the Anoka County Recorder. The City may re-record this CTE & R or any other documents necessary to protect its rights under this CTE & R or to assure the perpetual enforceability of this CTE & R.

17. **Controlling Law and Construction.** This CTE & R shall be governed by the laws of the State of Minnesota and construed to resolve any ambiguities or questions of validity of specific provisions in favor of giving maximum effect to its Conservation Values and to the policies and purposes of Minnesota Statutes Chapter 84C.

18. **Severability.** A determination that any provision or specific application of this CTE & R is invalid shall not affect the validity of the remaining provisions or any future application.

19. **Additional Documents.** The Owner agrees to execute or provide any additional documents reasonably needed by the City to carry out in perpetuity the provisions and the intent of this CTE & R, including, but not limited to any documents needed to correct any legal description or title matter or to comply with any federal, state, or local law, rule or regulation.

20. **Entire Agreement.** This document sets forth the entire agreement of the parties with respect this CTE & R and supersedes all prior discussions or understandings.

IN TESTIMONY WHEREOF, Owner has caused these presents to be executed the day and year first above written.

OWNER:

_____

_____

STATE OF MINNESOTA)
) ss
COUNTY OF ANOKA)

The foregoing instrument was acknowledged before me this____day of_____, 2019, by_____.

_____
Notary Public
My Commission Expires:

ACCEPTANCE

The City of Ramsey hereby accepts the foregoing Conservation and Trail Easement and Restrictions this_____day of_____, 2019.

CITY OF RAMSEY

By:_____
Title: Its Mayor

ATTEST:

BY:_____
Title: Its City Administrator

STATE OF MINNESOTA)
) ss
COUNTY OF ANOKA)

The foregoing instrument was acknowledged before me this____day of_____, 2019, by_____and_____the Mayor and the City Administrator of the City of Ramsey under the laws of the State of Minnesota, on behalf of the City.

_____
Notary Public
My Commission Expires:

CITY OF RAMSEY
DEVELOPMENT AGREEMENT FOR GREEN VALLEY GREENHOUSE

This Agreement (hereinafter the "Agreement") is dated as of this _____ day of _____, 2019 and is by and between the **CITY OF RAMSEY**, a Minnesota municipal corporation (the "**CITY**") and Green Valley Greenhouse, a corporation under the laws 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 operate on the Subject Property and expand per Resolution #18-178.

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 Site Plan 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 Site Plans prepared by E.G. Rud & Sons, Inc., dated August 1, 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. Conveyance of Land. The **PERMITTEE** agrees to convey the land shown in Exhibit C to the **CITY** under conservation and trail easement, to be recorded through a separate document. All surveying of the Land will be completed and paid for by the **CITY**, with agreement from the **PERMITTEE** for the **CITY** and its contractors to enter the property for such purpose.

5. Quarterly Fees. The **PERMITTEE** is subject to the **CITY'S** Quarterly Stormwater Maintenance Fee. The current fee is approximately $11,738, and the **PERMITTEE** agrees to provide the **CITY** any data on stormwater reduction onsite for **CITY** staff to calculate fee reduction based on stormwater reuse data. The **CITY** will work with the **PERMITTEE** to determine an appropriate phase-in plan for the fee.

6. 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.

7. Permitting. The **PERMITTEE** must apply for a Zoning Permit from the **CITY** before erecting any new structure. No permit shall be issued until the **PERMITTEE** has: (a) paid the fees described in Section 6 to the **CITY**, and (b) obtained all necessary permits from the Lower Rum River Watershed Management Organization and has provided a copy of such permit to the **CITY.**

8. **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 6 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).

9. 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 Stage I, Stage II, and 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. 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.

j. 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.

k. 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:
Green Valley Greenhouse
Attn: Phil Johnson
6530 Green Valley Rd NW
Ramsey MN 55303

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:

Green Valley Greenhouse

By:_____, Phil Johnson
Its: Chief Financial Officer

STATE OF MINNESOTA)
)ss.
COUNTY OF _____)

The foregoing instrument was acknowledged before me this _____ day of _____, 2019, by Phil Johnson, Chief Financial Officer of Green Valley Greenhouse, a corporation Click or tap here to enter text., under the laws of the State of Minnesota on behalf of the corporation.

_____
Notary Public

THE CITY:

CITY OF RAMSEY

By:_____
Its: Mayor

By:_____
Its: City Administrator

STATE OF MINNESOTA)
)ss.
COUNTY OF ANOKA)

The forgoing instrument was acknowledged before me on this_____ day of_____ 2019, by John LeTourneau and Kurtis G. Ulrich, the 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

EXHIBIT A

Legal Description of the Subject Property

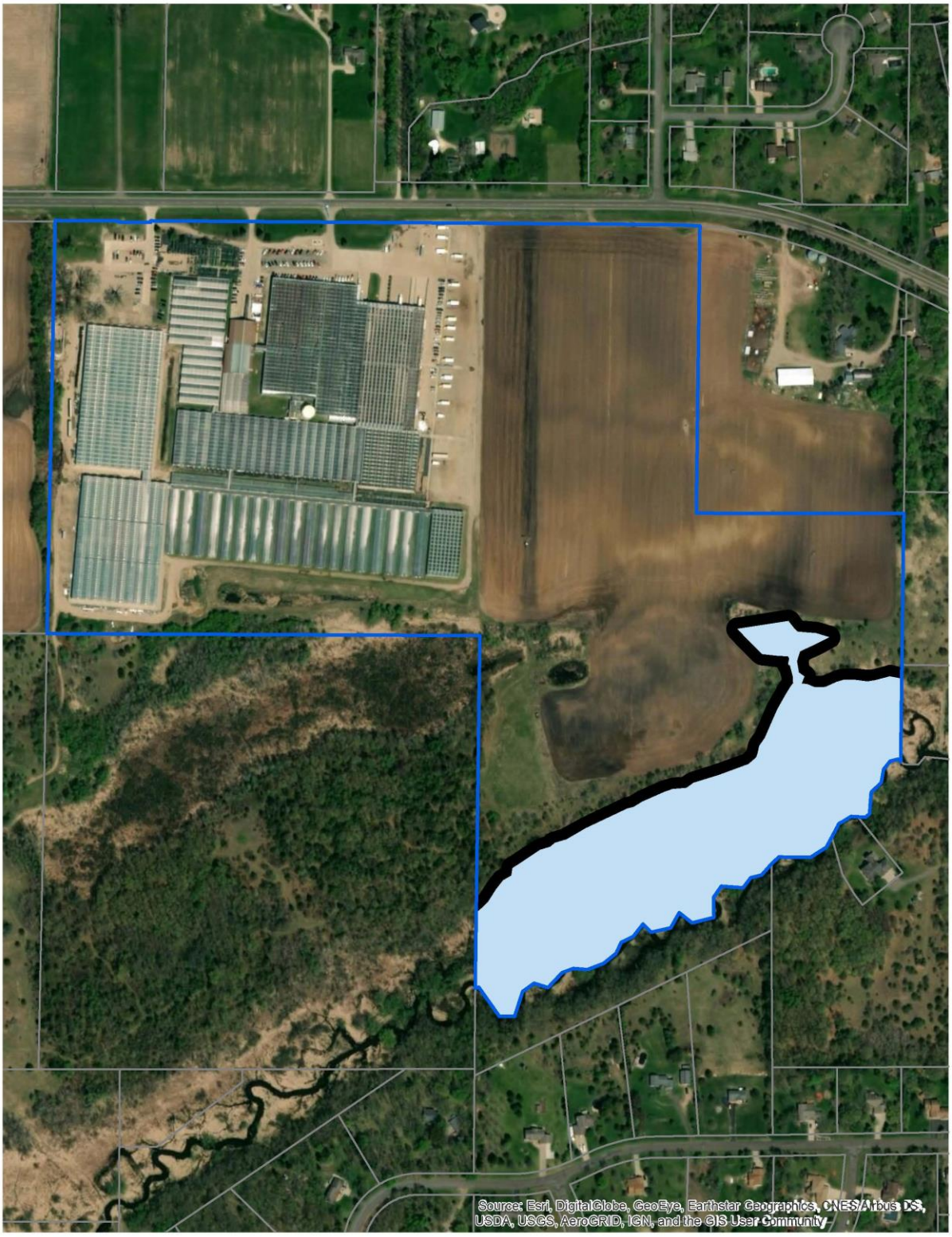
Lot 1 Block 1 Davis Farms Addition

EXHIBIT B

Fees Payable to the City

Park and Trail Fees	$10,000 + Trott Brook corridor under conservation and trail easement (Shown in "Exhibit C")
Stormwater Management Fee	$47,000

EXHIBIT C


Source: Esri, DigitalGlobe, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AeroGRID, IGN, and the GIS User Community

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

CC Regular Session **4. 8.**

Meeting Date: 05/14/2019

Submitted For: Tim Gladhill, Community Development

By: Eric Maass, Community Development

Information

Title:

REVISED: Adopt Resolution #19-118 Approving Enforcement Process for 5751 177th Ave NW; Case of Tracer Landscape and Concrete

Purpose/Background:

The purpose of this case is to update the City Council on ongoing enforcement activities related to Tracer Landscaping and the property located at 5751 177th Ave NW. In addition to providing an update, Staff is requesting direction from the City Council on future enforcement actions.

Notification:

The property owner was made aware that the City Council would be recieving an update on the code enforcement case and that we would be seeking direciton from the City Council as to future enforcement actions.

Observations/Alternatives:

This code enforcment case dates back to september of 2017 when it was reported to City Staff that a business, Tracer Landscape and Concrete, was operating from the property and that they property was serving as a dispatch location for company staff and for the purposes of storing equipment and materials related to the business.

The Applicant submitted to the City an application for a Conditional Use Permit for the purposes of running the business from the property however prior to formal action by the City the Applicant rescinded the application. The property owner has since leased commercial space in Fridley which has resulted in a large reduction of complaints at the property especially over the winter months.

With the onset of Spring, Staff has received a handful of complaints related to landscaping materials being brought to the property. In speaking with the property owner it was indicated that the material (retaining wall block) was provided by his supplier and was material to be used at various home and garden shows and would ultimately be used on his own property. The Minneapolis Home and Garden show was on February 21-23 and February 28 - March 1st.

The landscaping block was initially unloaded at the property on February 20, 2019. It was documented leaving the property on March 26, 2019 in a Tracer Landscaping vehicle. It was again documented back on the property on April 9, 2019. It was documented on April 16, 2019 being loaded onto Tracer Landscaping Vehicles and again driven off site.

In speaking with the property owner, he indicated that the block was his own personal landscaping block and that he would be completing a project at his mother in law's house as well as his sister in laws house with the block. The property owner provided the addresses (both outside of Ramsey) of the project location and staff was able to verify

that those projects were in fact taking place.

Staff has referred both the property owner and the complainant to mediation services through Anoka County however it does not appear at this time that mediation has taken place.

While the projects were personal in nature, they resulted in both equipment and employees from the business coming and going from the property at 5751 177th Ave NW for purposes related to the business which Staff believes to be a violation.

Alternatives

Alternative 1 [recommended action/action listed in motion below]: Deem the above actions a violation of City Code and as a result direct staff to issue a 1st Notice of Violation and $250.00 citation to the property owner for violation of City Code related to the property serving as a storage and dispatch location for Tracer Landscaping and Concrete, Inc. This violation would be based on the evidence recieved that shows the landscaping block coming and going from the site which is described above. Staff supports Alternative 1.

Alternative 2 [would require pulling from consent agenda for discussion]: Deem the above actions a violation of City Code and as a result direct staff to issue a Notice of Decision to the property owner that the situation described above would be considered a violation of City Code and if it occured again in the future, a Notice of Violation would be sent and would include an administraive fine. The Property owner has been receptive to inquires for information from City Staff and Staff remains hopeful that mediation will be completed. It was unclear whether or not the above case would constitute a violation which is why Staff is seeking City Council direction. Staff supports Alternative 2.

Alternative 3 [would require pulling from Consent Agenda for discussion]: Deem the above actions to not be a violation of City Code. This would provide direciton to Staff on how to handle future complaints on the property that were similar in nature.

Funding Source:

This case is being handeled as part of normal Staff duties.

Recommendation:

Staff recommends that the City Council adopt a resolution providing the framework for enforcement moving forward.

Action:

Motion to adopt Resolution #19-118 approving enforcement plan for 5751 177th Ave NW.

Attachments

Res 19-118

Form Review

Inbox	Reviewed By	Date
Tim Gladhill	Tim Gladhill	05/09/2019 08:54 AM
Tim Gladhill	Tim Gladhill	05/09/2019 02:48 PM
Kurt Ulrich	Kurt Ulrich	05/09/2019 03:10 PM
Form Started By: Eric Maass		Started On: 04/30/2019 02:19 PM
Final Approval Date: 05/09/2019		

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

RESOLUTION #19-118

A RESOLUTION APPROVING CODE ENFORCEMENT ACTION PLAN FOR 5751 177TH AVENUE NW:

WHEREAS, Tracer Landscaping and Concrete, Inc. (the "Business") is operating on the property generally known as 5751 177th Avenue NW and legally described as follows:

Lot 1 Block 1, Echo Ridge 2nd Addition

("Subject Property"); and

WHEREAS, the Subject Property is zoned R-1 Residential (Rural Developing); and

WHEREAS, the Subject Property is approximately 7.92 acres in size; and

WHEREAS, there are documented City Code violations dating back to September of 2017, when it was reported to City Staff that a business, Tracer Landscape and Concrete, was operating from the property and that they property was serving as a dispatch location for company staff and for the purposes of storing equipment and materials related to the business.; and

WHEREAS, The Applicant submitted to the City an application for a Conditional Use Permit for the purposes of running the business from the property however prior to formal action by the City the Applicant rescinded the application. The property owner has since leased commercial space in Fridley which has resulted in a large reduction of complaints at the property especially over the winter months; and

WHEREAS, Staff has received complaints related to landscaping materials being brought to the property. In speaking with the property owner it was indicated that the material (retaining wall block) was provided by his supplier and was material to be used at various home and garden shows and would ultimately be used on his own property. The Minneapolis Home and Garden show was on February 21-23 and February 28 - March 1s; and

WHEREAS, The landscaping block was initially unloaded at the property on February 20, 2019. It was documented leaving the property on March 26, 2019 in a Tracer Landscaping vehicle. It was again documented back on the property on April 9, 2019. It was documented on April 16, 2019 being loaded onto Tracer Landscaping Vehicles and again driven off site; and

WHEREAS, In speaking with the property owner, he indicated that the block was his own personal landscaping block and that he would be completing a project at his mother in law's house as well as his sister in laws house with the block. The property owner provided the addresses (both outside of Ramsey) of the project location and staff was able to verify that those projects were in fact taking place; and

WHEREAS, Staff has referred both the property owner and the complainant to mediation services through Anoka County however it does not appear at this time that mediation has taken place; and

WHEREAS, While the projects were personal in nature, they resulted in both equipment and employees from the business coming and going from the property at 5751 177th Ave NW for purposes related to the business which Staff believes to be a violation; and

FINDINGS OF FACT

1. Should the City Council deem the above actions a violation of City Code, it will direct staff as to which of the following notices is to be sent to the property owner:

    a. Issue a 1st Notice of Violation and $250.00 citation to the property owner for violation of City Code related to the property serving as a storage and dispatch location for Tracer Landscaping, Inc.; or

    b. Issue a Notice of Decision to the property owner that the situation described above would be considered a violation of City Code and if it occured again in the future, a Notice of Violation would be sent and would include an administraive fine.

2. Should the City Council not deem the above actions a violation of City Code this provides direciton to Staff on how to handle future complaints on the property that are similar in nature.

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

That the Ramsey City Council hereby grants approval of the proposed code enforcement action plan on the Subject Property as outlined below, contingent upon verification of any violation(s) of City Code:

1) City Staff is directed to issue a notice to the property owner consistent with the City Council direction on the above Findings of Fact.

2) Should future violations be reported and confirmed, City Staff is authorized to seek an administrative search warrant to conduct a complete and thorough inspection of the Subject Property and to accurately document any and all violations of City Code.

3) Upon receipt of said administrative search warrant, City Staff will complete an inspection of the Subject Property to document any and all violations of City Code.

4) Upon completion of the inspection of the Subject Property, City Staff will send a First Notice of Violation to the owner of the Subject Property outlining any and all City Code violations as well as identifying the necessary corrective actions to be completed

within fourteen (14) days. An Administrative Citation of $250 will accompany the First Notice of Violation.

5) Once the fourteen (14) day timeframe has expired, City Staff will conduct a second inspection of the Subject Property to document any and all City Code violations.

6) If City Code violations are documented, a Second Notice of Violation will be sent to the owner of the Subject Property once again outlining any and all City Code violations as well as identifying the necessary corrective actions to be completed within fourteen (14) days. An Administrative Citation of $250 will accompany the Notice of Violation.

7) If City Code violations are still present, City Staff shall seek a declaratory action with the District Court with the assistance of the City Attorney.

8) Upon receipt of a declaratory action from District Court, the City will proceed with scheduling an abatement of the Subject Property to remove correct any remaining City Code violations.

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 14th day of May, 2019.

CITY OF RAMSEY:

By:_____ By:_____
Mayor City Clerk

STATE OF MINNESOTA)
) ss.
COUNTY OF ANOKA)

On this _____ day of _____, ____, before me a Notary Public personally appeared Mayor 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 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 Jo Ann M. Thieling acknowledge said instrument to be the free act and deed of said Municipal Corporation.

_____
Notary Public

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

Exhibit 1: Lawful Nonconforming Area (red)

CC Regular Session **4. 9.**

Meeting Date: 05/14/2019

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 April 16, 2019 and discussed the following cases:
1. Provide City Council Recommendation to Approve Plans and Specifications and Authorize Advertisements for Bids for COR Infiltration Basin Improvements, Improvement Project #18-09: Motion for City Council to ratify the recommendation of the Public Works Committee to recommend City Council approval of Plans and Specifications and authorization to advertise for Bids for The COR Infiltration Basin Improvements, Improvement Project #18-09. This is being presented as a separate case on tonight's agenda.
Committee / Staff Input
1. Wellhead Protection Plan Part 2 Amendment Process Update: Motion for City Council to ratify the consensus of the Public Works Committee to proceed with entering into the agreement with Barr Engineering.

Purpose/Background:

1. Provide City Council Recommendation to Approve Plans and Specifications and Authorize Advertisements for Bids for COR Infiltration Basin Improvements, Improvement Project #18-09: Motion for City Council to ratify the recommendation of the Public Works Committee to recommend City Council approval of Plans and Specifications and authorization to advertise for Bids for The COR Infiltration Basin Improvements, Improvement Project #18-09. This is being presented as a separate case on tonight's agenda.
Committee / Staff Input
1. Wellhead Protection Plan Part 2 Amendment Process Update: The WHPP consists of two parts. Part 1 delineates the City's wellhead protection zone and drinking water supply management area (DWSMA) and assesses the vulnerability of our DWSMA and municipal water supply wells. Part 2 includes a potential contaminant source inventory, a potential contaminant source management strategy, an emergency/alternative water supply contingency plan, and wellhead protection program evaluation plan. City Engineer Westby stated that Part 1 of the WHPP was recently amended and approved by the MDH. City Engineer Westby stated that the City must now amend Part 2 of the WHPP. To kick this process off, City and MDH Staff met on March 28, 2019, to discuss the scope of the required Part 2 amendments. City Engineer Westby stated that based on Engineering Staff's current and projected workloads, the scope of work required to amend Part 2 of the WHPP, and the minimal amount of time available to complete this work, Staff recommends enlisting an engineering consultant to complete the work. Motion for City Council to ratify the Consensus of the Committee to proceed with entering into the agreement with Barr Engineering.

Recommendation:

1. Motion for City Council to ratify the recommendation of the Public Works Committee to recommend City Council approval of Plans and Specifications and authorization to advertise for Bids for The COR Infiltration Basin Improvements, Improvement Project #18-09. This is being presented as a separate case on tonight's agenda.
Committee / Staff Input
1. Motion for City Council to ratify the consensus of the Public Works Committee for City Council to proceed with entering into the agreement with Barr Engineering.

Action:

Motion for City Council to ratify the recommendation of the Public Works Committee as follows:
Committee Business
1. Motion for City Council to ratify the recommendation of the Public Works Committee approval of Plans and Specifications and authorization to advertise for Bids for The COR Infiltration Basin Improvements, Improvement Project #18-09. This is being presented as a separate case on tonight's agenda.
Committee / Staff Input
1. Motion for City Council to ratify the consensus of the Public Works Committee for City Council to proceed with entering into the agreement with Barr Engineering.

Attachments

Agenda

Form Review

Inbox	Reviewed By	Date
Len Linton	Len Linton	05/07/2019 09:07 AM
Grant Riemer	Grant Riemer	05/07/2019 02:55 PM
Bruce Westby	Bruce Westby	05/08/2019 11:45 AM
Mary Jo Warner (Originator)	MaryJo Warner	05/08/2019 01:00 PM
Len Linton	MaryJo Warner	05/09/2019 02:06 PM
Grant Riemer	MaryJo Warner	05/09/2019 02:07 PM
Bruce Westby	Kathy Schmitz	05/09/2019 03:34 PM
Kurt Ulrich	Kurt Ulrich	05/09/2019 04:09 PM
Form Started By: MaryJo Warner		Started On: 04/29/2019 10:32 AM
Final Approval Date: 05/09/2019		

City of Ramsey
Agenda
Public Works Committee
Tuesday, April 16, 2019
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 the following meeting minutes.
1. Public Works Committee meeting dated March 19, 2019.

5. Committee Business

1. Provide City Council Recommendation to Approve Plans and Specifications and Authorize Advertisements for Bids for COR Infiltration Basin Improvements, Improvement Project #18-09

6. Committee/Staff Input

1. Wellhead Protection Plan Part 2 Amendment Process Update

2. Staff Updates on Improvement Projects and Items of Interest

3. Review Future Topics Calendar

7. Adjournment

Public Works Committee **4. 1.**

Meeting Date: 04/16/2019
Submitted For: Grant Riemer, Engineering/Public Works
By: MaryJo Warner, Engineering/Public Works

Title:

Approve the following meeting minutes.
1. Public Works Committee meeting dated March 19, 2019.

Purpose/Background:

Purpose: To review and approve meeting minutes.
Background: Attached are the meeting minutes.

Timeframe:

5 minutes.

Observations/Alternatives:

n/a

Funding Source:

n/a

Recommendation:

Action:

Motion to approve the following meeting minutes.
1. Public Works Committee meeting dated March 19, 2019.

Attachments

Minutes

Form Review

Inbox	Reviewed By	Date
Bruce Westby	Bruce Westby	04/11/2019 01:31 PM
Grant Riemer	Grant Riemer	04/11/2019 02:42 PM
Kurt Ulrich	MaryJo Warner	04/11/2019 02:50 PM
Form Started By: MaryJo Warner		Started On: 04/09/2019 03:32 PM
Final Approval Date: 04/11/2019		

PUBLIC WORKS COMMITTEE
CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA

The Public Works Committee conducted a regular meeting on Tuesday, March 19, 2019, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present: Chairperson Chris Riley
Councilmember Mark Kuzma
Councilmember Melody Shryock

Also Present: Public Works Superintendent Grant Riemer
City Engineer Bruce Westby
City Administrator Kurt Ulrich
Anoka County Environmental Health Specialist Bart Biernat

1. CALL TO ORDER

Chairperson Riley called the regular meeting of the Public Works Committee to order at 5:34 p.m.

2. CITIZEN INPUT

There was none.

3. APPROVE AGENDA

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

Motion carried. Voting Yes: Chairperson Riley, Councilmembers Kuzma and Shryock. Voting No: None.

4. APPROVE MINUTES

4.01: Approve February 19, 2019, Meeting Minutes

Motion by Councilmember Shryock, seconded by Councilmember Kuzma, to approve the following minutes:

Regular Meeting Minutes dated February 19, 2019

Motion carried. Voting Yes: Chairperson Riley, Councilmembers Shryock and Kuzma. Voting No: None.

5. COMMITTEE BUSINESS

None.

6. COMMITTEE / STAFF INPUT

6.01: Public Information Meeting on Wellhead Protection Plan Part 1 Amendment

City Engineer Westby stated that the purpose of this case is to conduct a public information meeting on the Wellhead Protection Plan Part 1 Amendment. He stated that City staff has been working with the Minnesota Department of Health (MDH) to amend the City's Wellhead Protection Plan since March 2017. The City's current Wellhead Protection Plan is effective until January 4, 2020 but must be amended by October 6, 2019.

City Engineer Westby provided details on the elements included in Part 1 and Part 2 of the WHPP. He stated that the MDH determined that a full update of Part 1 was not necessary and identified delineations and vulnerabilities in 2018. He stated that the MDH approved the Part 1 amendment on January 29, 2019. He noted that the amendment material was distributed to local units of government on March 1, 2019 and notification was published for tonight's public meeting.

City Engineer Westby provided information on the eight City wells and displayed a table with the specific information for each well.

Chairperson Riley asked why two of the wells are listed as not vulnerable and what that means.

Mr. Biernat explained that vulnerability is based on the construction of the well and the known information on the construction of the well.

City Engineer Westby continued to provide information on each of the wells including pumping rates and volume of water discharged. He identified the drinking water supply management area (DWSMA), which encumbers the six Ramsey COR wells, and highlighted the changes in the supply areas. He displayed similar information for wells one and two and the DWSMA around those wells.

City Engineer Westby stated that the only cost for this Part 1 amendment was some staff time. He noted that Part 2 would have a higher cost and would be more labor intensive. He did not think that staff would have sufficient time to complete the necessary work prior to the October 6, 2019 deadline and therefore staff would recommend enlisting a consultant to complete that work. He estimated the cost for the consultant to be between $15,000 and $30,000. He noted that the first step would be for staff to meet with MDH staff to better define the scope. He noted that once that scope is known, the decision could be made on whether an extension could be requested to allow staff to complete the work or whether it would be better to hire a consultant.

Councilmember Kuzma asked if Barr Engineering would be a willing consultant.

City Engineer Westby confirmed that he did speak with Barr Engineering, who estimated the cost between $20,000 and $25,000. He noted that the City of Andover also utilized Barr Engineering for their update.

Councilmember Kuzma asked if the County would participate on cost-sharing.

City Engineer Westby replied not to his knowledge.

Mr. Biernat stated that the cities, with the County, put together information on a website Know the Flow, which makes the information available to the general public through education and outreach. He stated that he is a part of the County health department and not the State health department, therefore the County does not have control over this measure.

Councilmember Kuzma asked if this would qualify for grant funds through the Lower Rum River Water Management Organization (LRRWMO).

City Engineer Westby stated that he did not think that this project would qualify but noted that he could surely ask. He provided additional details on the grant funds available to watersheds through the water-based funding. He explained that the WHPP requires amending every ten years.

6.02: Staff Updates on Improvement Projects and Items of Interest

City Engineer Westby provided an update on the City improvement projects, Anoka County improvement projects, MnDOT improvement projects and the Northwest Metro Surface Water Supply Feasibility Study.

City Administrator Ulrich stated that there was a press conference at the City of Anoka earlier today where the Governor and others advocated for the gas tax to be able to help support road projects, such as the Ferry Street rail crossing. He stated that the probability of flooding in Ramsey is low in regard to the Rum and Mississippi rivers.

Chairperson Riley stated that he continues to receive complaints on the condition of Highway 47 in Anoka and asked if there is scheduled improvement.

Public Works Superintendent Riemer replied that he is not aware of improvements planned, outside of pothole repair. He confirmed that he has called and left messages on the pothole complaint line for MnDot after receiving calls from residents.

City Engineer Westby commented that MnDOT has plans for 2022 to overlay Highway 47 from Highway 10 through a significant portion of Ramsey. He stated that if certain projects in Anoka move forward, that may impact that schedule. He noted that staff can speak with MnDOT and bring information back to the next meeting.

Councilmember Kuzma stated that he received a complaint from a resident on Jarvis, as there were problems with the culvert system. He stated that staff has been to the property and has

been working with the property owner. He stated that there have been discussions about working on the ditch system in that area.

6.03: Review Future Topics Calendar

No comments.

7. ADJOURNMENT

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

Motion carried.

The regular meeting of the Public Works Committee adjourned at 6:05 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: 04/16/2019

By: Bruce Westby, Engineering/Public Works

Title:

Provide City Council Recommendation to Approve Plans and Specifications and Authorize Advertisements for Bids for COR Infiltration Basin Improvements, Improvement Project #18-09

Purpose/Background:

Purpose:

The purpose of this case is to provide a City Council recommendation to approve Plans and Specifications and authorize Advertisements for Bids for The COR Infiltration Basin Improvements, Improvement Project #18-09.

Background:

The City made the decision to place their municipal wells in the western part of the City where development was expected to happen in the mid 1990's. The area around the wells was selected as the site of Ramsey Town Center (RTC) in the early 2000's. The state required development of a wellhead protection plan for the wells in the mid 2000's. The City acquired the foreclosed RTC properties in 2009 and began marketing the properties as The COR.

The City is part of the Lower Rum River Watershed Management Organization (LRRWMO), which is tasked with maintaining water quality through regulating stormwater discharges. The LRRWMO Third Generation Plan was adopted in 2012, and must be updated every 10 years just like the City Comprehensive Plan. The Third Generation plan required infiltration of the first one (1) inch of runoff from all impervious surfaces (roofs and paving) on new projects. The infiltration guidelines discourage or prohibit infiltration in wellhead protection areas. The Third Generation Plan has a provision that projects can pay into an infiltration mitigation fund if they cannot infiltrate on site.

Most of The COR area to be developed is in the area where infiltration is not permitted. All projects developed in the COR since 2015 have paid into the infiltration mitigation fund. LRRWMO permits were approved for these projects with the condition that the City develop an infiltration basin in an area where infiltration is permitted. The City was first required to have the infiltration basin in place by July 1, 2018. The LRRWMO Board later extended this requirement to September 30, 2019.

The City Council approved preparation of plans and specifications for the COR Infiltration Basin Improvements on April 9, 2018. Staff has since completed plans and specifications and wants to request City Council approval of plans and authorization to advertise for bids on May 14, 2019. This date falls before the next Public Works Committee meeting so Staff is requesting the Committee to recommend that the City Council approve plans and specifications and authorize advertisements for bids to allow this project to move forward in a timely manner to meet the completion deadline of September 30, 2019.

Construction of the improvements is estimated to take 60 to 75 days, depending on weather. Construction must therefore start by mid-July to ensure completion by the deadline of September 30, 2019. If the Council approves plans and authorizes ads for bids on May 14, bids could be advertised May 17 and 24, bids could be opened June 7, and awarded on June 11. At that time, the Contractor could order the lift station, which has an anticipated delivery lead-time of 4 months. If necessary, Staff can request a second project completion extension based on when the lift station is expected to be operational.

This project will generate approximately 35,000 cubic yards of soil that will need to be exported. Based on the need for fill within two other areas of The COR, the plans incorporate provisions for the Contractor to place the excess

fill in those areas after installing erosion control measures (silt fence) and stripping the existing topsoil to expose the underlying granular material. This base material will be tested and compacted, and the imported fill will be placed in specified lifts that will be compacted and documented.

The area south of Sunwood Drive and east of Zeolite Street was identified as one of the sites for the excess fill. This site will take approximately 6,000 cubic yards. Bringing this site to grade will accomplish two things. It will address a concern raised by the Minnesota Department of Health about the area around the municipal well being depressed and holding water. It will also make the site more marketable. The remainder of the fill will be placed in the Municipal Plaza recreational area of The COR north of Sunwood Drive and west of Center Street.

Attached are sheets 11 to 14 of the draft plans. Staff will present the plans in more detail during the meeting.

Timeframe:

Staff estimates approximately 15 minutes will be required for presentation and discussion of this case.

Observations/Alternatives:

Observations: Construction of the infiltration basin is necessary to fulfill City obligations incurred with LRRWMO approval of projects in the COR since 2015 and to provide capacity for future development to occur.
Alternatives: Alternative #1: Motion to recommend City Council approval of Plans and Specifications and authorization to advertise for Bids for The COR Infiltration Basin Improvements, Improvement Project #18-09.

Alternative #2: Motion of other.

Funding Source:

The estimated cost for the improvements is $970,000. The City has collected infiltration mitigation funds from all developments that have occurred in The COR since 2015. These funds will pay approximately 1/4 of the cost of the project. The City will pay the remainder of the project now using stormwater utility funds. These costs will be reimbursed as future development occurs.

Recommendation:

Staff recommends the Committee recommend City Council approval of Plans and Specifications and authorization to Advertise for Bids for The COR Infiltration Basin Improvements, Improvement Project #18-09.

Action:

Motion to recommend City Council approval of Plans and Specifications and authorization to advertise for Bids for The COR Infiltration Basin Improvements, Improvement Project #18-09.

Attachments

IP1809 Plan Sheet 11
IP1809 Plan Sheet 12
IP1809 Plan Sheet 13
IP1809 Plan Sheet 14

Form Review

Inbox	Reviewed By	Date
Grant Riemer	Grant Riemer	04/11/2019 02:41 PM
Kurt Ulrich	MaryJo Warner	04/11/2019 02:50 PM
Form Started By: Bruce Westby		Started On: 04/09/2019 08:14 AM
Final Approval Date: 04/11/2019		

NOTES:
1. EXCAVATE INFILTRATION BASINS WITH LOW GROUND PRESSURE EQUIPMENT TO PREVENT COMPACTION OF THE SOILS.
2. INSTALL SECONDARY SILT FENCE AT BASE OF SLOPE AFTER EXCAVATION TO PROTECT BASE OF BASIN FROM EROSION.
3. REMOVE ALL COHESIVE SOILS (SC, SP-SM, SM) BELOW BASE OF BASIN AND REPLACE WITH LOOSE PLACED SAND (SP).

0 15 30 60 90
SCALE (FEET)

N

RHINESTONE STREET

VETERANS DRIVE

FUTURE PERIDOT STREET

GRADING FOR FUTURE ROAD EXTENSION

BITUMINOUS ACCESS ROAD

SF

SB-1

SB-2

SB-3

SB-4

SB-5

WEST INFILTRATION BASIN

LOWEST ELEV.	859.8	62,236 SF
MAXIMUM WATER ELEV.	863.0	77,819 SF
MAXIMUM DEPTH	3.7 FT	
MAXIMUM VOLUME TOTAL BASIN	646,196 CF	
REQUIRED TREATMENT VOLUME	624,031 CF	

DRI-1

DRI-2

SB-9

SB-12

25'

10'

MATCH TO SHEET 12 STA

SEE SHEETS XXX FOR LIFT STATION AND PIPING INFORMATION

LEGEND

- SOIL BORING
- DOUBLE RING INFILTROMETER TEST
- FUTURE 1 FT CONTOUR
- FUTURE 5 FOOT CONTOUR
- EXISTING 1 FT CONTOUR
- EXISTING 5 FOOT CONTOUR
- PROPOSED 1 FOOT CONTOUR
- PROPOSED 5 FOOT CONTOUR
- X 859.8 PROPOSED SPOT ELEVATION
- SILT FENCE
- EXISTING STORM STRUCTURE
- EXISTING STORM PIPE
- PROPOSED STORM PIPE
- PROPOSED STORM STRUCTURE
- EXISTING DRAINAGE AND UTILITY EASEMENT

DATE	REVISION

Dec 19, 2018 - 12:13pm
G:\Engineering\AutoCad Dwgs\Projects A-M\COR Infiltration Basin Design\Final Design\18-09 Grading Plan.dwg

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

LEONARD LINTON
Date 1/03/19 Lic. No. 21112

DESIGNED BY:	LLL	
DRAWN BY:	LLL	DATE: 1/03/19
CHECKED BY:	LLL	FILE No. 18-09

City of RAMSEY

CITY OF RAMSEY
7550 SUNWOOD DRIVE
RAMSEY, MN 55303
(763) 427-1410 FAX (763) 433-9898

GRADING PLAN WEST

COR INFILTRATION BASIN IMPROVEMENTS
CITY PROJECT NO. 18-09
CITY OF RAMSEY, MINNESOTA

SHEET 11 OF 33 SHEETS

NOTES:
1. EXCAVATE INFILTRATION BASINS WITH LOW GROUND PRESSURE EQUIPMENT TO PREVENT COMPACTION OF THE SOILS.
2. INSTALL SECONDARY SILT FENCE AT BASE OF SLOPE AFTER EXCAVATION TO PROTECT BASE OF BASIN FROM EROSION.
3. REMOVE ALL COHESIVE SOILS (SC, SP-SM, SM) BELOW BASE OF BASIN AND REPLACE WITH LOOSE PLACED SAND (SP).

EAST INFILTRATION BASIN
LOWEST ELEV. 859.8 88,444 SF
MAXIMUM WATER ELEV. 863.0 114,829 SF
MAXIMUM DEPTH 3.2 FT
MAXIMUM VOLUME

SB-6
SB-7
SB-8
SB-9
SB-10
SB-11
SB-12
DRI-2

FUTURE PE
MATCH TO SHEET 11 STA
SEE SHEETS XXX FOR LIFT STATION AND PIPING INFORMATION
SF
25'
10'
7:00
64+50
64+00

EDGE OF POND

EXISTING STORM WATER RETENTION POND

STORMWATER LIFT STATION
SEE SHEETS XXX-XXZ FOR DETAILS

RETENTION POND

OUTLOT H

RAMSEY BOULEVARD

143 R

0 15 30 60 90
SCALE (FEET)

LEGEND

- PROPOSED SOIL BORING
- PROPOSED STORM PIPE
- PROPOSED STORM STRUCTURE
- FUTURE 1 FT CONTOUR
- FUTURE 5 FOOT CONTOUR
- EXISTING 1 FT CONTOUR
- EXISTING 5 FOOT CONTOUR
- PROPOSED 1 FOOT CONTOUR
- PROPOSED 5 FOOT CONTOUR
- X 859.8 PROPOSED SPOT ELEVATION
- SF SILT FENCE

DATE	REVISION

Dec 19, 2018 - 12:13pm
G:\Engineering\AutoCad Dwgs\Projects A-M\COR Infiltration Basin Design\Final Design\18-09 Grading Plan.dwg

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

LEONARD LINTON
Date 1/03/19 Lic. No. 21112

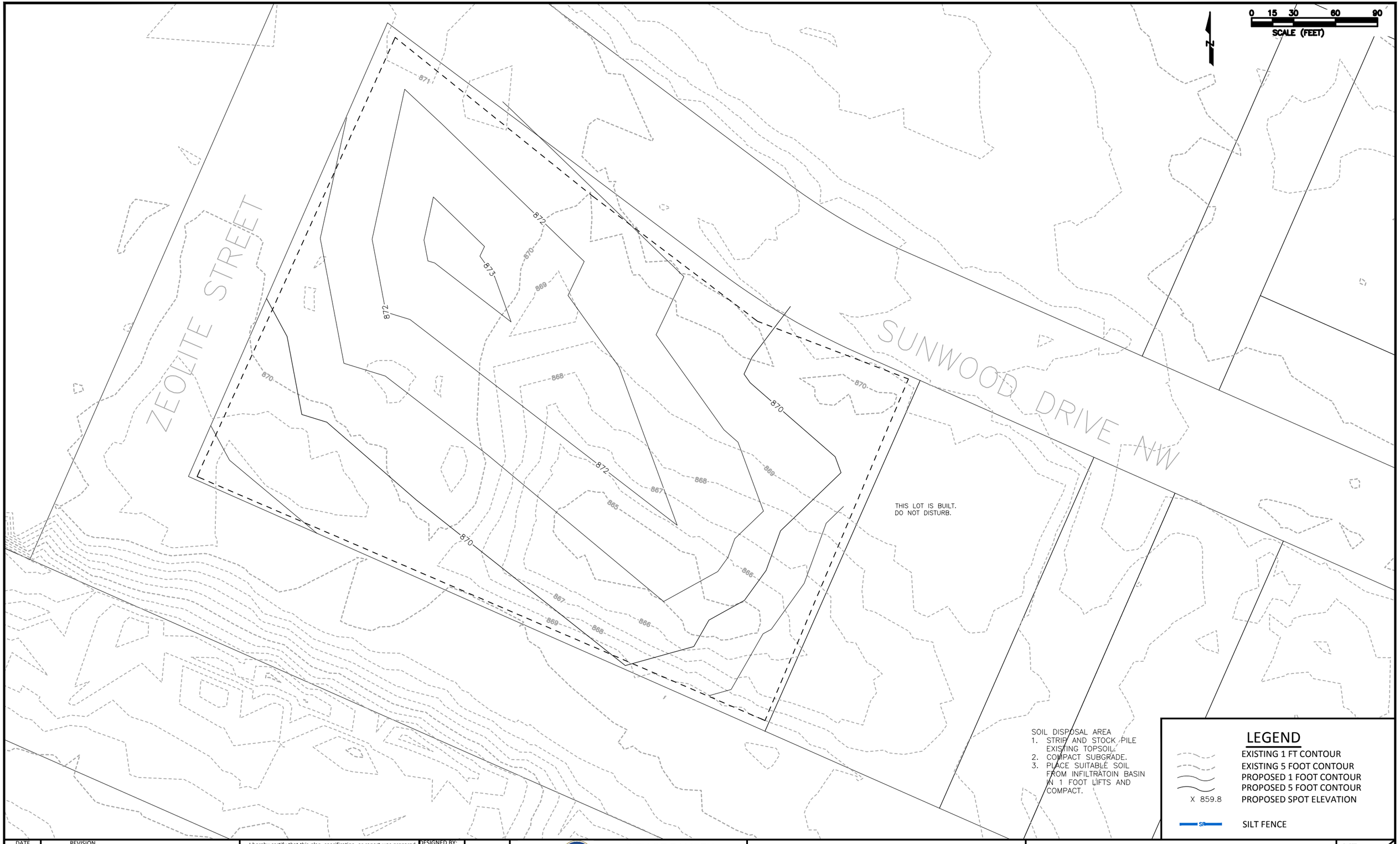
DESIGNED BY:	LLL		
DRAWN BY:	LLL	DATE:	1/03/19
CHECKED BY:	BRW	FILE No.	18-09

CITY OF RAMSEY
7550 SUNWOOD DRIVE
RAMSEY, MN 55303
(763) 427-1410 FAX (763) 433-9898

GRADING PLAN EAST

COR INFILTRATION BASIN IMPROVEMENTS
CITY PROJECT NO. 18-09
CITY OF RAMSEY, MINNESOTA

SHEET 12 OF 28 SHEETS



DATE	REVISION

Dec 19, 2018 - 12:13pm
G:\Engineering\AutoCad Dwgs\Projects A-M\COR Infiltration Basin Design\Final Design\18-09 Grading Plan.dwg

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

LEONARD LINTON
Date 1/03/19 Lic. No. 21112

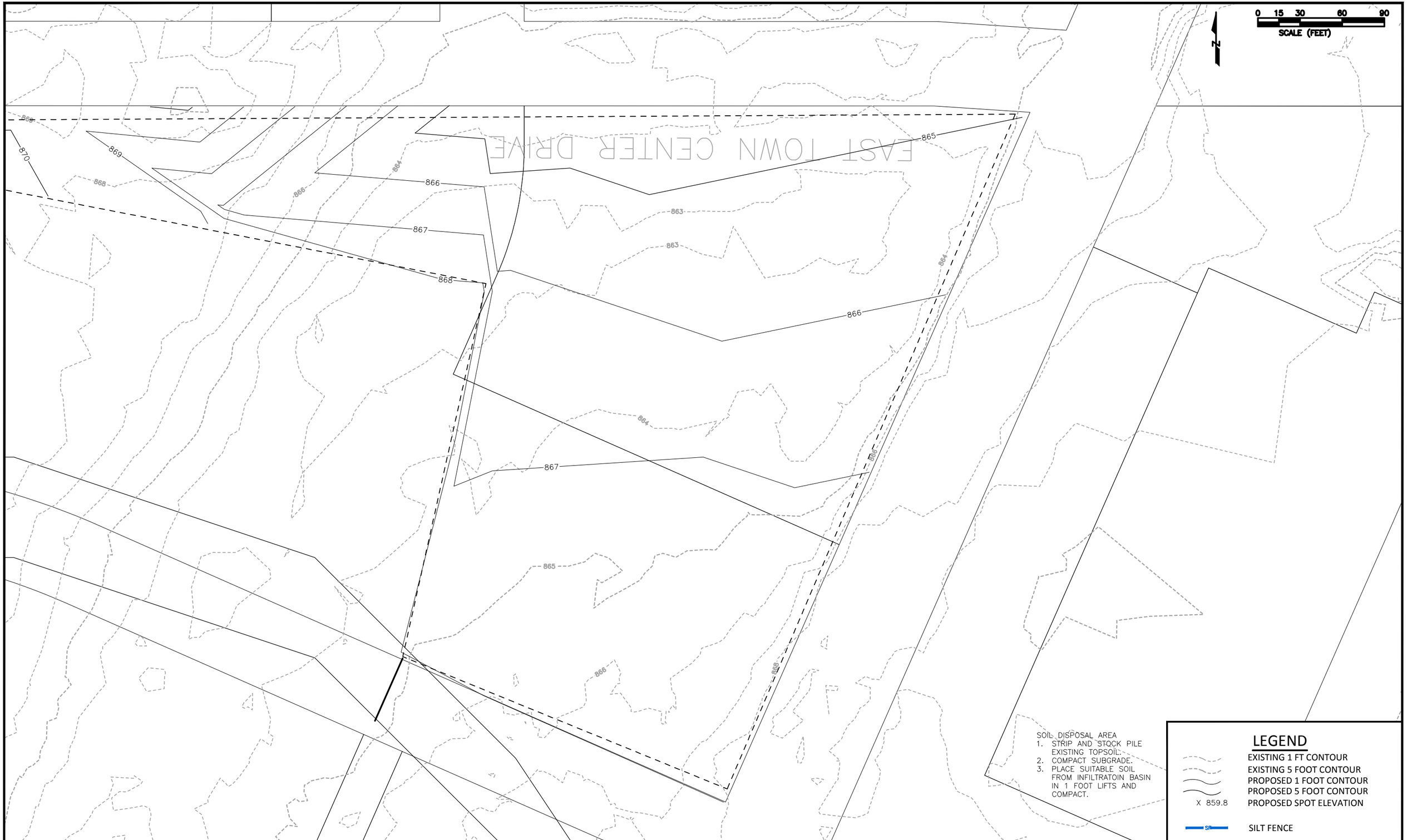
DESIGNED BY:	LLL		
DRAWN BY:	LLL	DATE:	1/03/19
CHECKED BY:	BRW	FILE No.	18-09

CITY OF RAMSEY
7550 SUNWOOD DRIVE
RAMSEY, MN 55303
(763) 427-1410 FAX (763) 433-9898

GRADING ZEOLITE STREET SITE

COR INFILTRATION BASIN IMPROVEMENTS
CITY PROJECT NO. 18-09
CITY OF RAMSEY, MINNESOTA

SHEET 13 OF 28 SHEETS



DATE	REVISION

Dec 19, 2018 - 12:33pm
G:\Engineering\AutoCad Dwgs\Projects A-M\COR Infiltration Basin Design\Final Design\18-09 Grading Plan.dwg

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

LEONARD LINTON
Date 1/03/19 Lic. No. 21112

DESIGNED BY: LLL		
DRAWN BY: LLL	DATE: 1/03/19	
CHECKED BY: BRW	FILE No. 18-09	

City of RAMSEY

CITY OF RAMSEY
7550 SUNWOOD DRIVE
RAMSEY, MN 55303
(763) 427-1410 FAX (763) 433-9898

GRADING CENTER STREET SITE

COR INFILTRATION BASIN IMPROVEMENTS
CITY PROJECT NO. 18-09
CITY OF RAMSEY, MINNESOTA

SHEET 14 OF 33 SHEETS

Public Works Committee **6. 1.**

Meeting Date: 04/16/2019

By: Bruce Westby, Engineering/Public Works

Title:

Wellhead Protection Plan Part 2 Amendment Process Update

Purpose/Background:

Purpose:

The purpose of this case is to update the Public Works Committee on the process Staff is proposing to amend Part 2 of the Wellhead Protection Plan.

Background:

The Minnesota Department of Health (MDH) is charged with protecting drinking water sources throughout Minnesota per Minnesota Rules, Chapter 4720, Public Water Supplies, which includes administering the Wellhead Protection Program. The purpose of the program is to prevent contamination of public drinking water supplies by identifying water supply recharge areas and implementing management practices for potential pollution sources found within those areas. Public Water Suppliers, which includes municipalities, are required to maintain a Wellhead Protection Plan, and to amend it every 10 years.

City Staff has been working with MDH since March of 2017 to amend the City of Ramsey's Wellhead Protection Plan (WHPP), which was adopted January 4, 2010, and is effective until January 4, 2020. The City's WHPP must be amended by October 6, 2019 to meet the required 10-year update schedule.

The WHPP consists of two parts. Part 1 delineates the City's wellhead protection zone and drinking water supply management area (DWSMA), and assesses the vulnerability of our DWSMA and municipal water supply wells. Part 2 includes a potential contaminant source inventory, a potential contaminant source management strategy, an emergency/alternative water supply contingency plan, and wellhead protection program evaluation plan.

Part 1 of the WHPP was recently amended and approved by the MDH. A copy of the MDH approval letter, received February 4, 2019, is attached. As required, copies of the amended delineated wellhead protection areas, drinking water supply management areas, and assessments of well and aquifer vulnerabilities were issued to local units of governments wholly or partially within these areas within 30 days after receiving MDH approval of the Part 1 amendment. A copy of this letter with attachments is attached. The City was also required to conduct a public information meeting by April 4, 2019, to present the Part 1 amendments to the public. The public information meeting was conducted on March 19, 2019, as part of the Public Works Committee meeting.

The City must now amend Part 2 of the WHPP. To kick this process off, City and MDH Staff met on March 28, 2019, to discuss the scope of the required Part 2 amendments. It was discussed that numerous data elements must be compiled and assessed as related to the management of potential contaminants in the drinking water supply management area that was approved with the WHPP Part 1 amendments. Data elements are pieces of information in the form of maps, lists, records, tables and inventories. Where appropriate, the elements should be reviewed and assessed in terms of their present and/or future implications on the 1) use of the wells, 2) quality and quantity of water supplying the public water supply wells, and 3) land and groundwater uses in the DWSMA.

MDH prepared a Scoping 2 Decision Notice after the meeting, which was submitted to the City via email on April 4, 2019. The Notice included a list of required data elements. A hard copy of this Notice, including an attachment noting Potential Contaminant Source Inventory (PCSI) requirements, was received in the mail on April 8, 2019. Copies of the Scoping 2 Decision Notice and PCSI requirements are attached.

Based on Engineering Staff's current and projected workloads, the scope of work required to amend Part 2 of the WHPP, and the minimal amount of time available to complete this work, Staff recommends enlisting an engineering consultant to complete the work.

The cities of Andover and Anoka, who are also members of the Lower Rum River Watershed Management Organization (LRRWMO), enlisted the services of BARR Engineering to complete the Part 2 amendments for their respective WHPP's. It is important to note that BARR Engineering is the LRRWMO's Engineer, and that the LRRWMO reviews and comments on all WHPP Part 2 amendments.

Anoka and Andover used the same project manager from BARR, Mr. John Greer, and both cities highly recommended him. Staff met with Mr. Greer on Monday, April 8, 2019, to discuss his availability to assist the City of Ramsey with our WHPP Part 2 amendments. Mr. Greer indicated he could assist the City with our Part 2 amendments, and noted that while the timelines are tight he felt that if data requests are addressed in a timely manner the City should be able to meet the MDH deadline of October 6, 2019. Staff therefore requested that BARR submit a proposal for assisting the City of Ramsey with its WHPP Part 2 amendments, including a not-to-exceed fee. Staff originally estimated costs for hiring a consultant to assist with the Part 2 amendments to be in the range of $15,000 to $30,000, depending on the scope of work identified in the MDH Scoping 2 Decision Notice.

On April 10, 2019, BARR submitted their proposal to amend Part 2 of the City of Ramsey's WHPP, which includes a not-to-exceed fee of $25,100. A copy of BARR's proposal is attached.

Timeframe:

Staff estimates 15 minutes will be sufficient to present this case and respond to questions.

Observations/Alternatives:

As noted in the Scoping 2 Decision Notice, increased concentrations of tritium were recently observed in City wells indicating the wells are capturing post-1953 recharge waters. Tritium, which is a naturally occurring radioactive isotope of hydrogen and is also generated in very small amounts by nuclear power plants, is found in trace amounts in groundwater across the world. However, tritium was generated in large concentrations in the early 1950's during nuclear tests. This finding will also need to be explored by BARR Engineering during the Part 2 amendments.

The current Wellhead Protection Plan is not attached to this case due to the large file size (over 50 MB).

Funding Source:

All costs for amending Parts 1 and 2 of the City's WHPP will be funded through the City of Ramsey's water enterprise funds, including BARR Engineering's work, which will be paid through the professional services budget.

Recommendation:

Staff has reviewed BARR's proposed not-to-exceed fee and feels it is reasonable based on the required scope of work.

Action:

No action is required at this time. Staff will provide regular updates to the Public Works Committee moving forward, and will request a Committee recommendation for the City Council to approve the amended WHPP upon completion.

Attachments

MDH WHPP Pt1 Appr Ltr

LUG WHPP Pt1 Amendments Ltr wAtt

MDH Scoping 2 Notice wAtt

WHPP Pt2 BARR Proposal

Form Review

Inbox	Reviewed By	Date
Grant Riemer	Grant Riemer	04/11/2019 02:38 PM
Kurt Ulrich	MaryJo Warner	04/11/2019 02:50 PM
Form Started By: Bruce Westby		Started On: 04/09/2019 08:09 AM
Final Approval Date: 04/11/2019		

DEPARTMENT OF HEALTH

PROTECTING, MAINTAINING & IMPROVING THE HEALTH OF ALL MINNESOTANS

January 29, 2019

RECEIVED
FEB - 4 2019
BY:

Mr. Bruce Westby, Engineer
City of Ramsey
7550 Sunwood Drive Northwest
Ramsey, Minnesota 55303

Dear Mr. Westby:

We are writing to notify you that the Minnesota Department of Health has approved the amended 1) delineation of the wellhead protection areas, 2) delineation of the drinking water supply management areas, and 3) assessments of well and aquifer vulnerability for your public water supply wells, as submitted. The approval pertains to the following public wells:

Well No. 1	Unique Well No. 161441
Well No. 2	Unique Well No. 416183
Well No. 3	Unique Well No. 580303
Well No. 4	Unique Well No. 580313
Well No. 5	Unique Well No. 593672
Well No. 6	Unique Well No. 706840
Well No. 7	Unique Well No. 743832
Well No. 8	Unique Well No. 743833

Procedurally, you must submit a copy of the amended delineated wellhead protection areas, drinking water supply management areas, and assessments of well and aquifer vulnerability to local units of government that are wholly or partially within these areas. Notification must occur within 30 days after receiving this letter. If you need assistance getting this information out, please contact Mr. John Freitag of the Minnesota Department of Health at (651) 201-4669.

The wellhead protection rule also requires the city of Ramsey to hold a public information meeting regarding the amended delineations and vulnerability assessments within 60 days of receiving approval by the health department. This meeting can be held solely for this purpose or it can be incorporated into another public meeting, such as a meeting of the city council. If you would like a representative of the state's wellhead protection program to be present at the public information meeting, please contact Mr. Freitag.

In closing, we commend the city of Ramsey for moving ahead to amend its wellhead protection plan. Mr. Freitag will be contacting you shortly to go over procedural issues in preparing the remainder of your wellhead protection plan amendment. Please contact me at (651) 201-4577 if you have any questions regarding this letter.

Sincerely,

Amal M. Djerrari, Hydrologist
Source Water Protection Unit
Environmental Health Division
P.O. Box 64975
St. Paul, Minnesota 55164-0975

AMD:TVW
cc: Mr. Leonard Linton, Civil Engineer, City of Ramsey
Mr. John Freitag, Planner, Source Water Protection Unit, Metro Office
Farm Service Agency

City of RAMSEY

7550 Sunwood Drive NW • Ramsey, MN 55303
City Hall: 763.427.1410 • Fax: 763.427.5543
www.cityoframsey.com

DATE: March 1, 2019

TO: Rhonda Sivarajah, Chairperson, Anoka County Board of Commissioners
John LeTourneau, Mayor, City of Ramsey
Chris Lord, District Manager, Anoka Conservation District
Todd Haas, Chairperson, Lower Rum River Watershed Management Organization
Bart Biernat, Anoka County Community Health & Environmental Services, Anoka County
John Freitag, Principal Planner, Source Water Protection Unit, Minnesota Department of Health

FROM: Bruce Westby, City Engineer, City of Ramsey

RE: **Wellhead Protection Plan, Part 1 Amendment, for the City of Ramsey**

The City of Ramsey is in the process of amending its Wellhead Protection Plan for its drinking water supply wells. As required by the Minnesota Wellhead Protection Rule (part 4720.5330, subpart 6), the Minnesota Department of Health approved the Part 1 amendment of the Wellhead Protection Plan for our system. This portion of the plan includes information pertaining to:

1. The delineation of the wellhead protection area;
2. The drinking water supply management area boundary, and;
3. The well and drinking water supply management area vulnerability assessment.

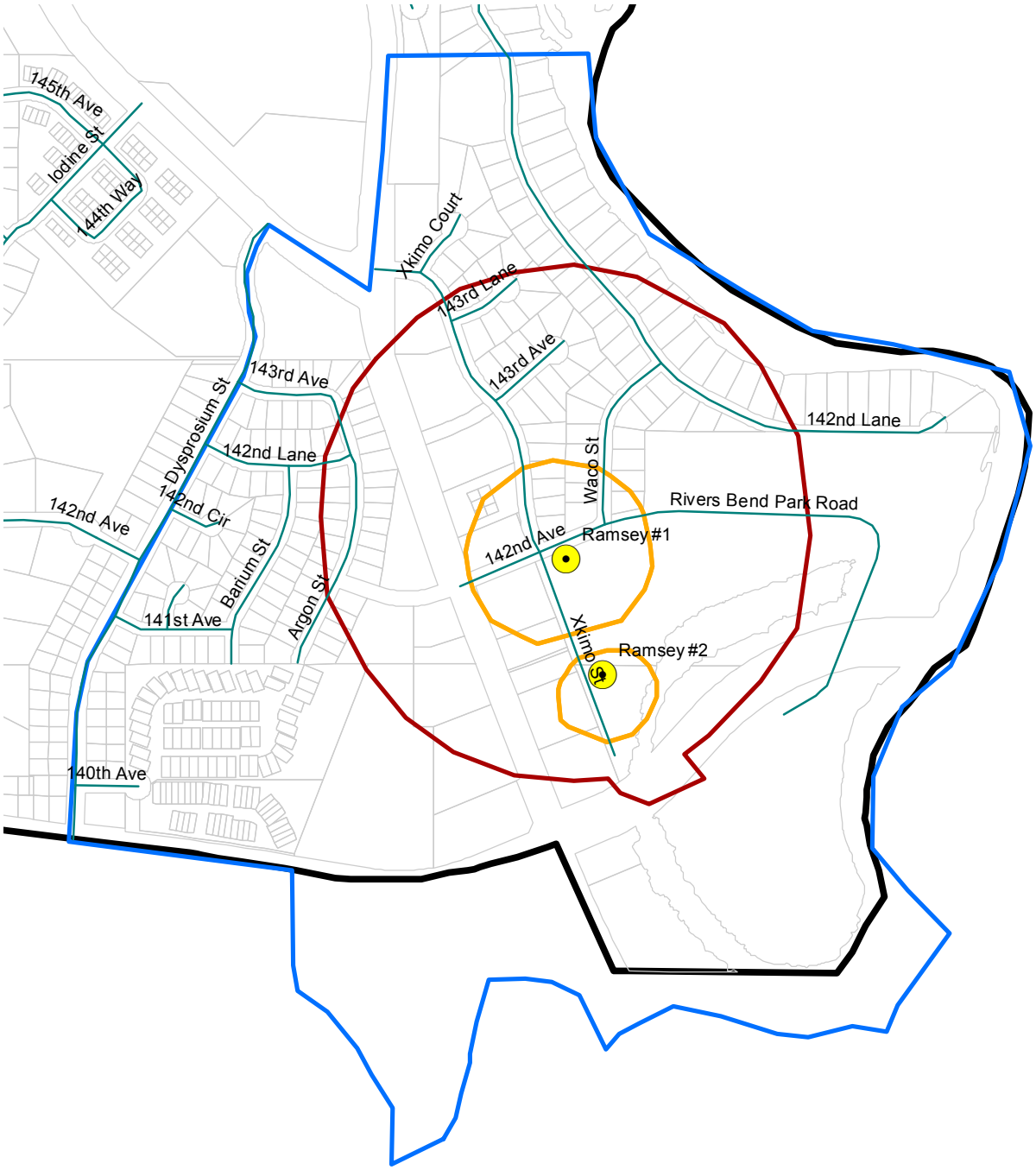
Enclosed please find the items listed above. If you would like a complete copy of the Part 1 plan containing the technical information used to delineate the wellhead protection area, drinking water supply management area, and vulnerability of the wells and aquifer, please contact me at 763-433-9825.

Consistent with the Wellhead Protection Rule (part 4720.5330, subpart 7), a public information meeting will be held during the Ramsey Public Works Committee meeting starting at 5:30 p.m. on Tuesday, March 19, 2019, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, to discuss issues and concerns with this portion of the Plan amendment. We welcome your participation at this meeting.

If you have any questions concerning this matter, please contact me at 763-433-9825.

Cc: John Nelson, Utilities Superintendent, City of Ramsey
Mark Anderson, Director of Public Services, City of Anoka
Brian Kraabel, Andover Utilities Manager, City of Andover
Trudi Witkowski, Minnesota Department of Health

Figure 1
EAST WHPA & DWSMA
Ramsey WHPP Amendment
City of Ramsey, MN

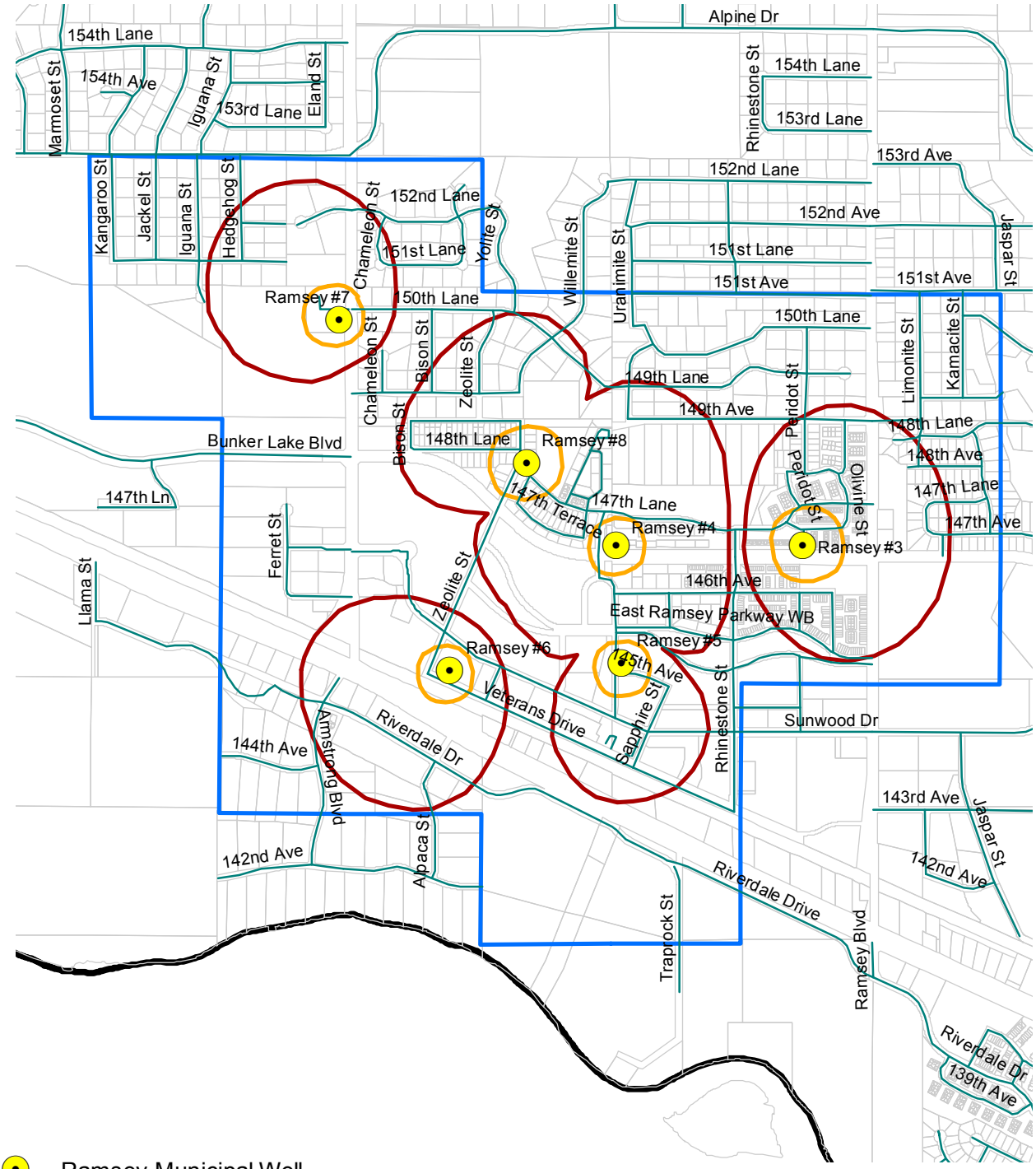


Ramsey Municipal Well
Inner Wellhead Managment Zone
WHPA
DWSMA
Parcels
Municipal_Boundary

N
W
E
S

0 500 1,000 2,000 3,000 Feet

Figure 2
WEST WHPA & DWSMA
Ramsey WHPP Amendment
City of Ramsey, MN



Ramsey Municipal Well

Inner Wellhead Managment Zone

WHPA

DWSMA

Parcels

Municipal_Boundary

N

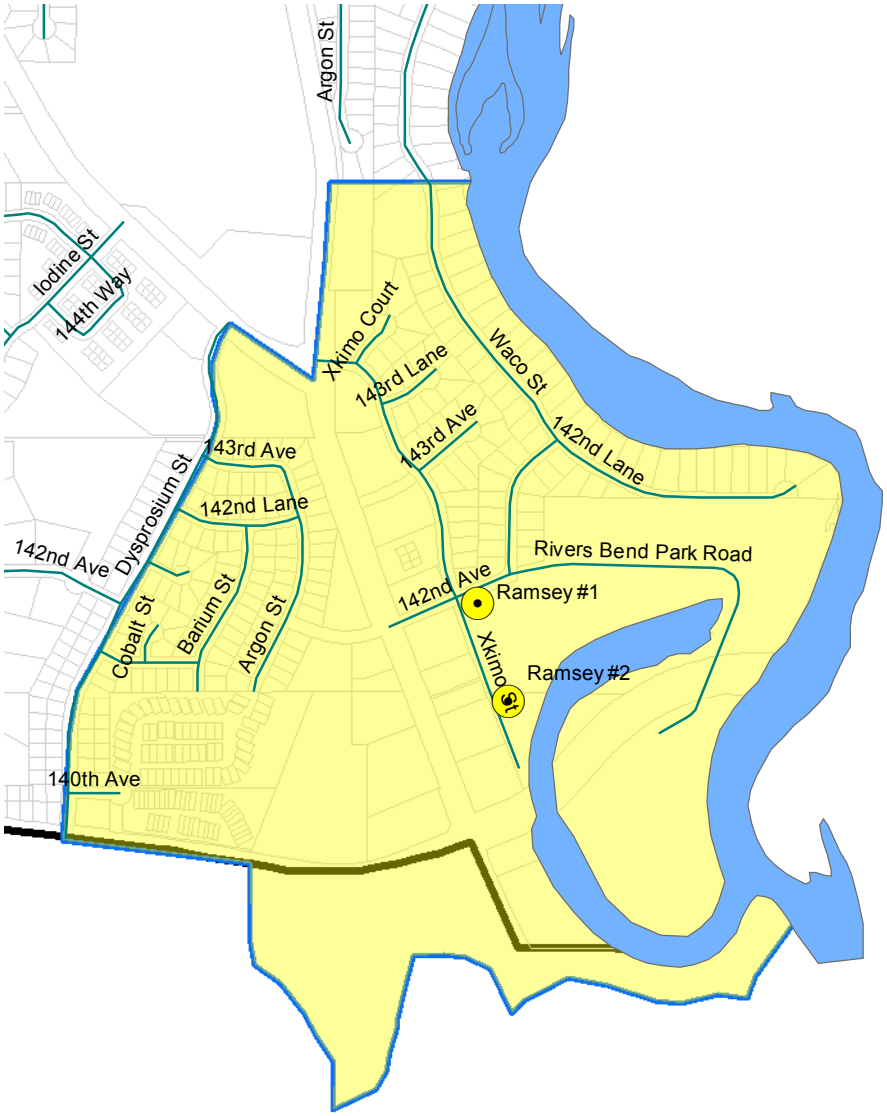
W E

S

Feet

0 1,000 2,000 4,000 6,000

Figure 3
EAST DWSMA AQUIFER VULNERABILITY
Ramsey WHPP Amendment
City of Ramsey, MN



Ramsey Municipal Well

Rivers

Vulnerability

Moderate

DWSMA

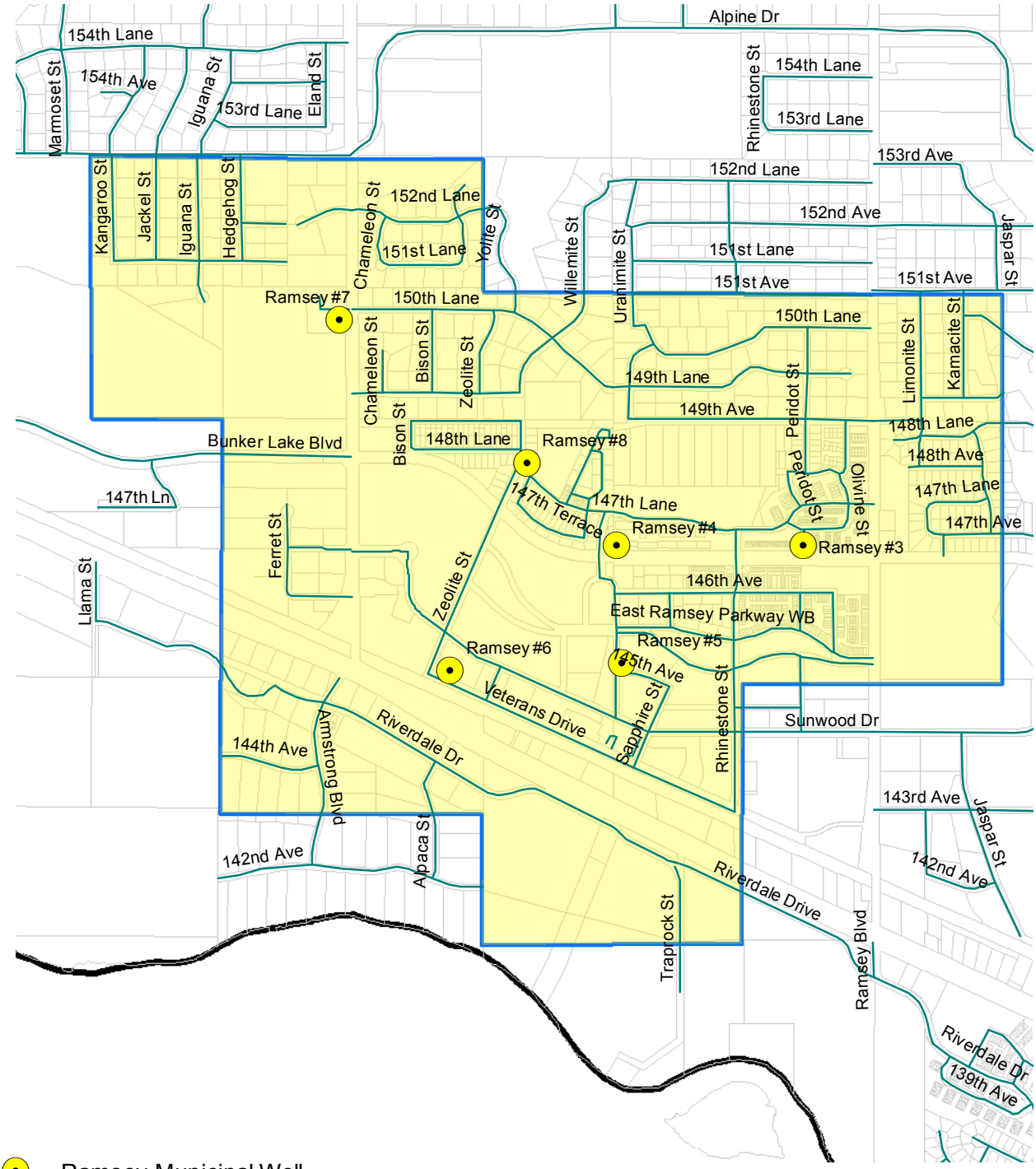
Parcels

Municipal_Boundary

N
W E
S

0 500 1,000 2,000 3,000 Feet

Figure 4
WEST DWSMA AQUIFER VULNERABILITY
Ramsey WHPP Amendment
City of Ramsey, MN



Ramsey Municipal Well

Vulnerability

- Moderate
- DWSMA
- Parcels
- Municipal_Boundary

N W E S

0 1,000 2,000 4,000 6,000 Feet

DEPARTMENT OF HEALTH

April 4, 2019

RECEIVED
APR - 8 2019
BY:

Mr. Bruce Westby, Engineer
City of Ramsey
7550 Sunwood Drive Northwest
Ramsey, Minnesota 55303

Subject: Scoping 2 Decision Notice and Meeting Summary – City of Ramsey – PWSID 1020035

Dear Mr. Westby,

This letter provides notice of the results of a scoping meeting held with you, Leonard Linton, Grant Riemer and John Nelson (city of Ramsey) and me on March 28, 2019, at Ramsey City Hall regarding wellhead protection (WHP) planning. During the meeting, we discussed the data elements that must be compiled and assessed to prepare the part of the WHP plan related to the management of potential contaminants in the approved drinking water supply management area. The enclosed Scoping 2 Decision Notice lists the data elements discussed at the meeting. We also discussed a summary of planning issues and recommendations that were identified during the Part 1 WHP Plan development process that should be considered for inclusion in your Part 2 WHP Plan.

The city of Ramsey has met the requirements to distribute copies of the first part of the WHP plan to local units of government and hold an informational meeting for the public. The city of Ramsey will have until October 6, 2019, to complete its WHP plan.

MDH understands a consultant has not been determined yet to work with you to develop a draft of the remainder of the WHP plan. I will be contacting you to review the progress of the development of Part 2 of your plan. Technical assistance documents and a glossary is available upon request. If you have any questions regarding the enclosed notice, contact me by email at john.freitag@state.mn.us or by phone at 651-201-4669.

Sincerely,

John Freitag

John Freitag, Planner
Source Water Protection Unit
Environment Health Division
P.O. Box 64975
St. Paul, Minnesota 55164-0975

JF:ds-b
Enclosures
cc: Brian Noma, MDH Engineer, Metro District Office
Luke Stuewe, Minnesota Department of Agriculture

SCOPING 2 DECISION NOTICE – MODERATE VULNERABILITY DWSMA

Date: April 4, 2019

Name of Public Water Supply: City of Ramsey

PWSID: 1020035

Name of the Wellhead Protection Manager: Mr. Bruce Westby, Engineer

Address: 755 Sunwood Drive Northwest

City: Ramsey

Zip: 55303

Phone: 763-433-9825

Primary Unique Well Numbers: 161441 (Well #1), 416183 (Well #2), 580303 (Well #3) 580313 (Well #4), 593672 (Well #6), 743832 (Well #7), 743833 (Well #8)

DWSMA Vulnerability: ☐ Low ☒Moderate

The purpose for the second scoping meeting, as required by Minnesota Rules, part 4720.5340, is to discuss the information necessary for preparing Part 2 of a Wellhead Protection Plan. The Part 1 Plan identifies the area that provides the source of drinking water for the public water supply (PWS) and assesses how vulnerable that area is to contamination. The PWS can utilize that information to develop land use and management practices that protects their groundwater resource from contamination.

The wellhead rule (Minnesota Rules, part 4720.5340) refers to the information required for wellhead planning as data elements. This notice lists the data elements that are stated in Minnesota Rules, part 4750.5400 and are selected for the PWS because of the vulnerability of the drinking water supply management area (DWSMA) as determined in Part 1.

Scoping 2 Data Elements Needed for the Part 2

Data Elements are pieces of information in the form of a map, a list, records, tables and inventories. Where appropriate, they should be reviewed and assessed in terms of their present and/or future implications on the 1) use of the well(s), 2) quality and quantity of water supplying the public water supply wells(s), and 3) land and groundwater uses in the DWSMA. It is important to discuss the relevance of the data elements to management of the DWSMA. Check the technical assistance comments for guidance on reviewing the data elements and conducting these assessments. Clearly identify in the plan which data elements are associated with which tables/figures. If a data element does not exist, state that in the narrative.

Submit –

The following information MUST be submitted in the Part 2 by including it in the plan narrative and/or appendix. An asterisk* with red text indicates information that MUST be contained in the Part 2.

☐ *A map that indicates the vulnerability and includes the DWSMA, WHP Area, and Emergency Response Area must be included in the Part 2. This map with vulnerability is a product of the Part 1 and provides a basis for planning activities in Part 2. SWP Planner can provide the DWSMA figure.

DATA ELEMENTS ABOUT THE LAND USE –

Land Use

☐ *An existing map of political boundaries.

☐ *An existing map of public land surveys including township, range, and section.

Technical Assistance Comments: A map or maps showing updated political boundaries and township, range, section with labels is required for determining land use authorities for the land within the DWSMA. DWSMA figure map provided by SWP Planner will also contain political boundaries with township, range, and section. Determine and discuss how the various land use authorities may affect the management of the DWSMA.

- A map and an inventory of the current and historical agricultural, residential, commercial, industrial, recreational, and institutional land uses and potential contaminant sources.
  - ☐ *The Potential Contaminant Source Inventory (PCSI) data in both a table and map format must be created and included in the Part 2. Include potential contaminant sources as listed on the PCSI attachment provided for each existing vulnerability within the DWSMA.
    - If DWSMA contains moderate vulnerability inventory all wells.
    - The inventory should include your community wells but not include any wells that are known to have been sealed according to the Minnesota Well Code (MN Rules 4725).
  - ☐ *A land use/land cover map and table. SWP Planner can provide a land cover map and data/table from federal sources. This data set should be used unless an alternative electronic data set that is more current and detailed is available. Assess and discuss changes in land use that could impact management of the DWSMA.

☐ *An inventory of the Inner Wellhead Management Zone (IWMZ). A recent IWMZ inventory (within six years) for each primary well with management recommendations on the MDH form, or a table that summarizes the number and type of contaminant sources with the management recommendations must be included. Incorporate or reference the recommendation(s) from the IWMZ into the Part 2. IWMZ will be completed by the SWP Planner with assistance from the PWS staff. A copy will be provided to the PWS.

Technical Assistance Comments: This section encompasses the Potential Contaminant Source Inventory known as the PCSI. See the Scoping 2 Decision Notice Potential Contaminant Source Inventory Requirement Attachment(s) and endorsement procedures/fact sheets for further information. Utilize the PCSI geodatabase attribute template provided by SWP Planner. Management strategies must be developed for potential sources of contamination that pose a risk to the drinking water supply.

☐ *An existing comprehensive land-use map.
☐ *An existing zoning map.

Technical Assistance Comments: This information can indicate areas in the DWSMA where growth or the addition of potential contaminant sources is likely to occur. Furthermore, the review of local zoning and comprehensive land-use maps facilitates the evaluation of the degree of compatibility current and future land uses have with the PWS goals of protecting the drinking water wells and aquifer.

Public Utility Services

☐ *An existing map of transportation routes or corridors.

Technical Assistance Comments: Highway and railroad corridors can be used to move hazardous materials. These corridors should be evaluated to determine the level of risk they pose for spills in the DWSMA, considering their proximity to the wells, the local topography, and geologic conditions.

☐ *An existing map of storm sewers, sanitary sewers, and public water supply systems.

Technical Assistance Comments: Storm sewer systems and sanitary systems can be sources of contamination. Storm sewers are generally considered a public utility element designed to convey storm water runoff and use constructed features such as pipes and ponds. Evaluate the integrity and condition (age, type of material, any investigative work, etc.) of these systems in the DWSMA, noting the location of the water supply system and public water supply wells in relation to these potential contaminant sources. It is not necessary to include a map of your public water supply system in the Part 2 if you believe it would pose a threat to the security of your system.

☐ *An existing map of the gas and oil pipelines used by gas and oil suppliers.

Technical Assistance Comments: Petroleum pipelines can be sources of contamination (excluding liquefied natural gas pipelines). If possible, describe what is generally known about the condition of these pipelines in the DWSMA, and the readiness of the PWS to respond to an emergency. It is not necessary to include a map in the Part 2 if you believe it would pose a security threat.

Required to be discussed in plan-

The following information (if existing) MUST be reviewed and discussed in the development of the Part 2. The Part 2 narrative must contain a description identifying whether/how the information may influence the management of the DWSMA. The data element may be located in the public domain. While the map or document reviewed is not required to be included in the Part 2, the source of the data element must be provided in the plan narrative by indicating a web address or reference to its location.

DATA ELEMENTS ABOUT THE PHYSICAL ENVIRONMENT –

Water Resources

- An existing map of the boundaries and flow directions of major watershed units and minor watershed units.

Technical Assistance Comments: Identify/list the major and minor watershed(s) in the Part 2 in order to become aware of local water planning efforts such as One Watershed One Plan (1W1P), Watershed Restoration and Protection Strategies (WRAPS), and/or Groundwater Restoration and Protection Strategies (GRAPS).

- An existing map showing those areas delineated as floodplain by existing local ordinances.

Technical Assistance Comments: Assess and describe any issues and management needed due to proximity to floodplain. Public water supply wells located in the floodplain should be evaluated to determine if they are meeting the flood protection requirements of the MN Well Code 4725.5850. Consider utilizing the sanitary survey report to identify potential issues with public water supply wells in floodplains.

DATA ELEMENTS ABOUT THE LAND USE –

Land Use

- An existing map of parcel boundaries.

Technical Assistance Comments: Parcel boundaries may have been used for delineation of the DWSMA in Part 1. In Part 2, parcel identification information must be included or linked and must be used for education or targeting activities or practices in addressing potential contaminants. In the narrative indicate if parcel data is available from the public domain (i.e. county GIS or associated website such as Beacon).

Part 1 -

The following information was reviewed and assessed in Part 1. The Part 1 should be used as a data source for the Part 2. The technical assistance comments provide the requirements for how this information must be discussed and/or included in the Part 2. Include relevant excerpts or summaries from the Part 1 where indicated. Or, if the Part 1 is included in the appendix that can be referenced.

DATA ELEMENTS ABOUT THE PHYSICAL ENVIRONMENT –

- An existing geologic map and a description of the geology, including aquifers, confining layers, recharge areas, discharge areas, sensitive areas as defined in Minnesota Statutes, section 103H.005, subdivision 13, and groundwater flow characteristics.
- Existing records of the geologic materials penetrated by wells, borings, exploration test holes, or excavations, including those submitted to the department.
- Existing borehole geophysical records from wells, borings, and exploration test holes.
- Existing surface geophysical studies.

Technical Assistance Comments: Provide a summary in the plan narrative (few sentences/paragraph) of the Description of the Hydrologic Setting from Part 1. Provide the conclusions regarding the Well and DWSMA Vulnerabilities related to the geologic conditions and how these conditions influence the management of the DWSMA.

DATA ELEMENTS ABOUT THE LAND USE –

Public Utility Services

- An existing record of construction, maintenance, and use of the public water supply well and other wells within the DWSMA.

Technical Assistance Comments: Well construction records indicate what is known about the well(s) and can indicate if the well(s) have structural integrity or groundwater protection issues. Briefly summarize in the plan narrative what is discussed about each well from the Assessment of Well Vulnerability in Part 1.

DATA ELEMENTS ABOUT WATER QUANTITY –

Groundwater Quantity

- An existing list of wells covered by state appropriation permits, including amounts of water appropriated, type of use, and aquifer source.
- An existing description of known well interference problems and water use conflicts.
- An existing list of state environmental bore holes, including unique well number, aquifer measured, years of record, and average monthly levels.

Technical Assistance Comments: This information, if known, was incorporated into the Part 1 and was used to assist in determining hydrologic boundary conditions and area static water levels. In Part 2, information about Department of Natural Resources appropriation permit holders and any known well interference problems or water use conflicts must be discussed, including how this information could affect the management of the DWSMA.

DATA ELEMENTS ABOUT WATER QUALITY –

Groundwater Quality

- An existing summary of water quality data, including: 1. bacteriological contamination indicators; 2. inorganic chemicals; and 3. organic chemicals.
- An existing list of water chemistry and isotopic data from wells, springs, or other groundwater sampling points.
- An existing report of groundwater tracer studies.

Technical Assistance Comments: This information, if known, was incorporated into the Part 1. Provide a summary of the assessment of well vulnerability and/or any relevant chemistry and isotopic composition data available from PWS wells and other wells/sources.

- An existing site study and well water analysis of known areas of groundwater contamination.
- An existing property audit identifying contamination.
- An existing report to the Minnesota Department of Agriculture and the Minnesota Pollution Control Agency of contaminant spills and releases.

Technical Assistance Comments: This information, if known, was incorporated into the Part 1. Discuss whether there are groundwater contamination areas that could pose a risk to the public water supply well(s) now or in the future. Include any relevant data and how this information may affect the management of the DWSMA.

Revised: 04/2018

To obtain this information in a different format, call: 651-201-4570. Printed on recycled paper.

City of Ramsey Scoping 2 Meeting

Wellhead Protection (WHP) Planning Issues Summary

NOTE: This document is intended to be a summary of issues identified to date and is **not intended to replace the required data elements identified in the Scoping 2 Decision Notice** nor is it intended to be an exhaustive list of all potential drinking water issues.

Drinking Water Protection Issues Identified to Date:

- None

Water Quality Detections and Implications:

- The detection of tritium indicates city wells capture post-1953 recharge indicating that the aquifer is dominated by young recharge.

Old Municipal Well Information:

- The Minnesota Department of Health has compiled historical information for use in the planning process.

Sanborn Maps:

☐ Sanborn Maps are available for this area.

☒ Sanborn Maps are not available for this area.

Recommended WHP Measures:

Water Quality Monitoring: Nitrate and nitrite, ammonia, sulfate, chloride, bromide, and tritium be analyzed during year five at Wells 1, 3, 4, 6, and 7. MDH may provide sample bottles and cover analytical costs, contingent upon funding. The city may need to collect the samples and ship them to MDH.

Other: None

Scoping 2 Decision Notice Attachment
Potential Contaminant Source Inventory Requirements

Moderately Vulnerable DWSMA

The following current and historical potential contaminant sources and related codes, materials and related codes, and activity status and related codes are required to be included in the potential contaminant source inventory. In cases where a materials identification is required, a materials designation and code must be assigned. All potential contaminant sources must be assigned an activity status and related code using state program descriptors or local knowledge.

Potential Contaminant Sources (PCS) Material	PCS Codes Material Codes
Above-Ground Storage Tank - Greater than 1100 gallons	AST
Chemicals	C000
Fertilizers	A050
Fuels, gases, and oils	F000
Hazardous substances	C001
Solvents and coatings	S000
Waste	W000
Agricultural Drainage Well (potential Class V)	ADW
Disposal Well (potential Class V)	DISWLL
Industrial Drainage Well (potential Class V)	INDW
Large Capacity Cesspool (potential Class V)	CVLCC
Large Capacity Waste Water Disposal Site (potential Class V)	CVWWD
Leaking Underground Storage Tank	LUST
Misc. Injection Well (potential Class V)	INJWLL
Motor Vehicle Waste Disposal Well (potential Class V)	CVMVW
Pipeline Facility	PLFAC
Potential Contamination Site[1]	PCS
Recharge Well (potential Class V)	RWLL
Reinjection Well (potential Class V)	RIWLL
Solid Waste Management Site	SWMS
Special Drainage Well (potential Class V)	SPDW
Spills	SPL
Storage or Preparation Area	STOR
Chemicals (include RMP facilities here)	C000
Fertilizers	A050
Fuels, gases, and oils	F000
Hazardous substances (include TRIS facilities here)	C001
Solvents and coatings	S000
Waste	W000

Potential Contaminant Sources (PCS) Material	PCS Codes Material Codes
Stormwater Injection Well (potential Class V)	SWI
Suspected Contaminant of Concern	SCC
Chemical	C000
Food, agricultural, and consumer products	A000
Fuels, gases, and oils	F000
Materials and minerals	M000
Pathogens	P000
Solvents and coatings	S000
Waste	W000
Underground Storage Tank	UST
Chemicals	C000
Fertilizers	A050
Fuels, gases, and oils	F000
Hazardous substances	C001
Solvents and coatings	S000
Waste	W000
Wells	WEL

Footnotes:

[1]Potential Contamination Sites (PCS) include the following:

Brownfields (BMS)
Delisted State Superfund Sites (DPLP)
Federal Superfund Sites (NPL)
Hazardous Waste Investigative/cleanup (HWIC)
No Further Remedial Action Planned (NFRAP)
State Superfund Sites (PLP)
Suspected Hazardous Waste Site (CERCL)
Voluntary Investigative Cleanup (VIC)

Activity Status; Codes; and Descriptions

Status	Code	Description
Active	A	PCS is operative or in use. Examples: Animal feedlot is active. Well is in use or has maintenance permit.
Closed	C	PCS is inactive and is not open from a regulatory viewpoint. Example: Leaking storage tank site or landfill is closed.
Inactive	I	PCS is present but not currently active. Examples: Gravel pit is inactive. Well is un-used.
Removed	R	PCS has been removed. Example: Underground storage tank has been removed.
Unknown	U	Activity status of the PCS is not known definitely or has not been evaluated. Examples: Class V site status unknown. Well is thought to be sealed, but no official sealing record has been identified.

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BARR

April 10, 2019

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

Re: Part 2 Wellhead Protection Plan Amendment Assistance

Dear Mr. Westby:

Per your request, this letter presents Barr Engineering's proposed scope of work and cost estimate for preparing the Part 2 Wellhead Protection Plan amendment for the City of Ramsey (City).

Our project understanding, proposed scope of professional consulting services, and the assumptions upon which our cost estimate are based are presented below.

Project Understanding

Wellhead protection planning is ultimately about protecting the City's water supply, thereby protecting the public health. As you know, in the City's Part 1 Wellhead Protection Plan (WHPP) amendment, the area that encompasses the capture zones for the Ramsey water supply wells was delineated. This area is the City's Drinking Water Supply Management Area (DWSMA). Proper wellhead protection planning in the Part 2 WHPP amendment will ensure that the City can manage surface land uses within the DWSMA so as to minimize the potential for those land uses to impact the City's drinking water quality.

Barr Engineering's understanding of the project and the scope of professional consulting services for preparing the amendment of Part 2 of the City's Wellhead Protection Plan (WHPP) are described in the following paragraphs.

The development of Part 2 of a WHPP must be done according to the Wellhead Protection Rules. Per the rules, Part 2 of the WHPP must include 1) an assessment of data elements relevant to the Plan, 2) an inventory and mapping of potential contaminant sources within the DWSMA that was delineated during development of Part 1 of the Plan, 3) a discussion of issues, problems, and opportunities associated with the DWSMA and the source water aquifers, 4) an assessment of the impact on the public water supply wells of potential future changes in the DWSMA, 5) identification of goals for the Wellhead Protection Program, 6) development of management strategies for addressing the identified potential contaminant sources, 7) a wellhead protection program evaluation process, and 8) an emergency water supply contingency plan.

It is our understanding that the Minnesota Department of Health (MDH) held Scoping Meeting No. 2 with City staff on March 28, 2019. The requirements for Part 2 of the WHPP amendment are outlined in the

April 4, 2019 Scoping 2 Decision Notice from the MDH that you provided to John Greer of Barr via email. The Scoping 2 Decision Notice specifies that the Part 2 WHPP amendment must be submitted to MDH by October 6, 2019.

Scope of Work Tasks and Assumptions

Barr Engineering's proposed scope of work is presented below.

Task 1: Wellhead Protection Plan Part 2 Preparation

Barr Engineering will prepare, in consultation with the City, an initial draft of the Part 2 WHPP amendment to meet the requirements of the Wellhead Protection Rules. When complete, the draft plan will be sent to you for City review. After addressing any City comments on the initial draft, Barr will provide a copy of the draft Part 2 WHPP amendment via electronic means (i.e., email or ftp site) to the MDH for preliminary review.

The Wellhead Protection Rules require that potential contaminant sources within a DWSMA be inventoried. Types of potential contaminant sources that must be inventoried depend upon the aquifer vulnerability classification(s) within the DWSMA. It is our understanding that the aquifer vulnerability classification in both of the City's newly delineated DWSMAs is "moderate". It is also our understanding that the MDH will require that potential contaminant sources within the DWSMA be inventoried according to Department guidance for DWSMAs with this aquifer vulnerability classification. Identification and verification of these locations is known as a potential contaminant source inventory (PCSI). It is possible that not all potential contaminant source types that MDH guidance identifies to be inventoried are present in the DWSMAs.

After the draft Part 2 WHPP amendment, including PCSI, is completed and reviewed by the City, it will be submitted to the MDH for preliminary review. Barr Engineering will review any MDH comments that come from the Department's preliminary review of the draft Part 2 WHPP amendment. Typically, any comments we receive on a draft Part 2 WHPP can be easily addressed. We will discuss the MDH comments with City staff and make any necessary changes to the draft that result from MDH comments. Per your discussion with John Greer, Barr Engineering will, on behalf of the City, send copies of the draft Part 2 Plan to local governmental units (LGUs) whose jurisdictions overlaps the DWSMAs. Please note that the Wellhead Protection Rules require that the LGUs be given 60 days to review the draft Part 2 Plan.

Barr Engineering will address, in consultation with the City, any comments received from the LGUs and prepare a final Part 2 WHPP amendment. Following the LGU review and prior to submittal of the Part 2 WHPP amendment to the MDH for approval, the City must hold a Public Hearing on the WHPP. We have assumed that John Greer of Barr Engineering will attend the Public Hearing to discuss the Part 2 WHPP amendment.

Per your discussion with John Greer, Barr will submit the Part 2 WHPP amendment to the MDH for approval on behalf of the City. We will provide the City with one electronic copy of the final Part 2 WHPP amendment. Paper copies of the final Part 2 Plan amendment can be provided for City use at an additional cost.

Additional assumptions:

- We have assumed that John Greer of Barr Engineering will provide to you via email a list of data needed from the City to complete the Part 2 WHPP amendment.
- We have assumed one meeting with City staff to discuss potential management actions for inclusion in the Part 2 WHPP amendment.
- We have assumed that a meeting with MDH staff to discuss any comments arising from the preliminary review will not be necessary. If such a meeting is necessary we will attend on a time and expenses basis over and above our budget for this work scope.

Task 2: Project Administration

This task includes completion of necessary project administrative tasks.

Project Schedule

We have assumed that the plan amendment development and submittal tasks identified above will be completed prior to the October 6, 2019 submittal deadline. This schedule assumes the following: 1) all data requested from the City will be provided within one week of the request, 2) all data requested from county, state, and federal agencies for the PCSI will be received within two weeks of when the request is made, 3) City review of the draft Part 2 WHPP amendment will be completed within 14 days of the date the City receives the draft, 4) preliminary MDH review of the draft Part 2 WHPP amendment will be completed within two weeks of the date the draft is provided to the Department, and 5) the required public hearing will be held at the September 24, 2019 City Council meeting.

Project Cost

Barr Engineering will complete the scope of work presented above for a cost not to exceed $25,100.

Contract Terms

The scope of professional consulting services we will provide for preparing the amendment of Part 2 of the Ramsey WHPP is described above. We propose to complete the work under the terms of the attached agreement and fee schedule.

We understand that you would have the authority to direct us. We would direct communications to the City at the address on this letter. City direction to Barr would be provided to John Greer at the letterhead address, via phone, or via email.

Thank you for the opportunity to provide you this proposal. If you have any questions regarding our proposal, please feel free contact me (952-832-2857 or bobermeyer@barr.com) or John Greer (952-832-2691 or jgreer@barr.com), the project manager who will work with you on this project.

If the above scope of work and attached terms are satisfactory, please sign this letter in the space provided and return a copy to us. This Agreement will be open for acceptance until April 26, 2019, unless earlier withdrawn by us.

Sincerely yours,

Barr Engineering Co.

By _____
Its Vice President

Accepted this _____ day of _____, 20___

City of Ramsey

By _____

Its _____

Attachments

Standard Terms—Professional Services

STANDARD TERMS—PROFESSIONAL SERVICES

Our Agreement with you consists of the accompanying letter or other authorization, Work Orders, and these Standard Terms – Professional Services.

Section 1: Our Responsibilities

1.1 We will provide the professional services ("Services") described in this Agreement. We will use that degree of care and skill ordinarily exercised under similar circumstances by reputable members of our profession practicing in the same locality.

1.2 We will select the means, methods, techniques, sequences, or procedures used in providing our Services. If you direct us to deviate from our selections, you agree to hold us harmless from claims, damages, and expenses arising out of your direction.

1.3 We will acquire all licenses applicable to our Services and we will comply with applicable law.

1.4 Our duties do not include supervising your contractors or commenting on, supervising, or providing the means and methods of their work unless we accept any such duty in writing. We will not be responsible for the failure of your contractors to perform in accordance with their undertakings.

1.5 We will provide a health and safety program for our employees, but we will not be responsible for contractor, job, or site health or safety unless we accept that duty in writing.

1.6 Estimates of our fees or other project costs will be based on information available to us and on our experience and knowledge. Such estimates are an exercise of our professional judgment and are not guaranteed or warranted. Actual costs may vary. You should add a contingency.

1.7 The information you provide to us will be maintained in confidence except as required by law.

Section 2: Your Responsibilities

2.1 You will provide access to property.

2.2 You will provide us with prior reports, specifications, plans, changes in plans, and other information about the project that may affect the delivery of our Services. You will hold us harmless from claims, damages, and related expenses, including reasonable attorneys' fees, involving information not timely called to our attention or not correctly shown on documents you furnish to us.

2.3 You agree to provide us with information on contamination and dangerous and hazardous substances and processes we may encounter in performing the Services and related emergency procedure information.

2.4 You agree to hold us harmless as to claims that we are an owner, operator, generator, transporter, treater, storer, or a disposal facility within the meaning of any law governing the handling, treatment, storage, or disposal of dangerous or hazardous materials.

2.5 Site remediation services may involve risk of contamination of previously uncontaminated air, soil, or water. If you are requesting that we provide services that include this risk, you agree to hold us harmless from such contamination claims, damages, and expenses, including reasonable attorneys' fees, unless and to the extent the loss is caused by our negligence.

2.6 You agree to make disclosures required by law. If we are required by law or legal process to make such disclosures, you agree to hold us harmless and indemnify us from related claims and costs, including reasonable attorneys' fees.

Section 3: Reports and Records

3.1 We will retain analytical data relating to the Services for seven years and financial data for three years.

3.2 Monitoring wells are your property and you are responsible for their permitting, maintenance and abandonment unless we accept that duty in writing. Samples remaining after tests are conducted and field and laboratory equipment that cannot be adequately cleansed of contaminants are your property. They will be discarded or returned to you, at our discretion, unless within 15 days of the report date you give written direction to store or transfer the materials at your expense.

3.3 Our reports, notes, calculations, and other documents, and our computer software, programs, models, and data are instruments of our Services, and they remain our property, subject to a license to you for your use in the related project for the purposes disclosed to us. You may not use or transfer such information and documents to others for a purpose for which they were not prepared without our written approval. You agree to indemnify and hold us harmless from claims, damages, and expenses, including reasonable attorneys' fees, arising out of any unauthorized transfer or use.

3.4 Because electronic documents may be modified intentionally or inadvertently, you agree that we will not be liable for damages resulting from change in an electronic document occurring after we transmit it to you. In case of any difference or ambiguity between an electronic and a paper document, the paper document shall govern. When accepting document transfer in electronic media format, you accept exclusive risk relating to long-term capability, usability, and readability of documents, software application packages, operating systems, and computer hardware.

3.5 If you do not pay for the Services in full as agreed, we may retain reports and work not yet delivered to you and you agree to return to us our reports and other work in your possession or under your control. You agree not to use or rely upon our work for any purpose until it is paid for in full.

Section 4: Compensation

4.1 You will pay for the Services as agreed or according to our then current fee schedules if there is no other written agreement as to price. An estimated cost is not a firm figure unless stated as such and you should allow for a contingency in addition to estimated costs.

4.2 You agree to notify us of billing disputes within 15 days and to pay undisputed portions of invoices within 30 days of invoice date. For balances not paid under these terms, you agree to pay interest on unpaid balances beginning 10 days after invoice date at the rate of 1.5% per month, but not to exceed the maximum rate allowed by law.

4.3 If you direct us to invoice another, we will do so, but you agree to be responsible for our compensation unless you provide us with that person's written acceptance of the terms of our Agreement and we agree to extend credit to that person.

4.4 You agree to compensate us in accordance with our fee schedule if we are asked or required to respond to legal process arising out of a proceeding to which we are not a party.

4.5 If we are delayed by factors beyond our control, or if the project conditions or the scope of work change, or if the standards change, we will receive an equitable adjustment of our compensation.

4.6 In consideration of our providing insurance to cover claims made by you, you hereby waive any right of offset as to payment otherwise due us.

Section 5: Disputes, Damage, and Risk Allocation

5.1 Each of us will exercise good faith efforts to resolve disputes without litigation. Such efforts will include a meeting attended by each party's representative empowered to resolve the dispute. Disputes (except collections) will be submitted to mediation as a condition precedent to litigation.

5.2 We will not be liable for special, incidental, consequential, or punitive damages, including but not limited to those arising from delay, loss of use, loss of profits or revenue, loss of financing commitments or fees, or the cost of capital. Each of us waives against the other and its subcontractors, agents, and employees all rights to recover for losses covered by our respective property/casualty or auto insurance policies.

5.3 We will not be liable for damages unless you have notified us of your claim within 30 days of the date of your discovery of it and unless you have given us an opportunity to investigate and to recommend ways of mitigating damages, and unless suit is commenced within two years of the earlier of the date of injury or loss and the date of completion of the Services.

5.4 For you to obtain the benefit of a fee which includes a reasonable allowance for risks, you agree that our aggregate liability will not exceed the fee paid for our services, but not less than $50,000, and you agree to indemnify us from all liability to others in excess of that amount. If you are unwilling to accept this allocation of risk, we will increase our aggregate liability to $100,000 provided that, within 10 days of the date of our Agreement, you provide payment in an amount that will increase our fees by 10%, but not less than $500, to compensate us for the greater risk undertaken. This increased fee is not the purchase of insurance.

5.5 If you fail to pay us within 60 days following invoice date, we may consider the default a total breach of our Agreement and, at our option, we may terminate all of our duties without liability to you or to others.

5.6 If we are involved in legal action to collect our compensation, you agree to pay our collection expenses, including reasonable attorneys' fees.

5.7 The law of the state in which the project site is located will govern all disputes. Each of us waives trial by jury. No employee acting within the scope of employment will have any individual liability for his or her acts or omissions and you agree not to make any claim against individual employees.

Section 6: Miscellaneous Provisions

6.1 We will provide a certificate of insurance to you upon request. Any claim as an Additional Insured will be limited to losses caused by our sole negligence.

6.2 This Agreement is our entire agreement, and it supersedes prior agreements. Only a writing signed by an authorized representative for each of us making specific reference to the provision modified may modify it.

6.3 Neither of us will assign this Agreement without the written approval of the other. No other person has any rights under this Agreement.

6.4 Only a writing may terminate this Agreement. We will receive an equitable adjustment of our compensation as well as our earned fees and expenses if our work is terminated prior to completion.

6.5 We will not discriminate against any employee or applicant for employment because of race, color, creed, ancestry, national origin, sex, religion, age, marital status, affectional preference, disability, status with regard to public assistance, membership or activity in a local human-rights commission, or status as a specially disabled, Vietnam-era, or other eligible veteran. We will take affirmative action to ensure that applicants are considered, and employees are treated during their employment, without regard to those factors. Our actions will include, but are not limited to notifications, hiring, promotion or employment upgrading, demotion, transfer, recruitment or recruitment advertising, layoffs or terminations, rates of pay and other forms of compensation, and selection for training or apprenticeship.

6.6 Neither we nor you, including our officers, employees, and agents, are agents of the other, except as agreed in writing. Except as agreed in writing, nothing in this Agreement creates in either party any right or authority to incur any obligations on behalf of, or to bind in any respect, the other party. Nothing contained herein will prevent either party from procuring or providing the same or similar products or services from or to any third person, provided that there is no breach of any obligations pertaining to confidentiality.

End of Standard Terms

Fee Schedule—2019

Rev. 12/29/18

Description	Rate* (U.S. dollars)
Principal	$145-295
Consultant/Advisor	$155-250
Engineer/Scientist/Specialist III	$125-150
Engineer/Scientist/Specialist II	$95-120
Engineer/Scientist/Specialist I	$65-90
Technician III	$125-150
Technician II	$95-120
Technician I	$50-90
Support Personnel II	$95-150
Support Personnel I	$50-90

Rates for litigation support services will include a 30% surcharge.

A ten percent (10%) markup will be added to subcontracts for professional support and construction services to cover overhead and insurance surcharge expenses.

Invoices are payable within 30 days of the date of the invoice. Any amount not paid within 30 days shall bear interest from the date 10 days after the date of the invoice at a rate equal to the lesser of 18 percent per annum or the highest rate allowed by applicable law.

Meals will be reimbursed on a per diem basis. For travel destinations within the continental U.S. (CONUS) the per diem rate will be as published by the U.S. Internal Revenue Service (IRS) based on the High-Low method. For travel destinations outside the CONUS list, the per diem rate will be as published by the U.S. Department of State for foreign per diem rates. Full day per diem rates will be pro-rated on travel days.

All other reimbursable expenses including, but not limited to, costs of transportation, lodging, parking, postage, shipping and incidental charges will be billed at actual reasonable cost. Mileage will be billed at the IRS-allowable rate.

Materials and supplies charges, printing charges, and equipment rental charges will be billed in accordance with Barr's standard rate schedules.

Principal category includes consultants, advisors, engineers, scientists, and specialists who are officers of the company.

Consultant/Advisor category includes experienced personnel in a variety of fields. These professionals typically have advanced background in their areas of practice and include engineers, engineering specialists, scientists, related technical professionals, and professionals in complementary service areas such as communications and public affairs.

Engineer/Scientist/Specialist categories include registered professionals and professionals in training (e.g. engineers, geologists, and landscape architects), and graduates of engineering and science degree programs.

Technician category includes CADD operators, construction observers, cost estimators, data management technicians, designers, drafters, engineering technicians, interns, safety technicians, surveyors, and water, air, and waste samplers.

Support Personnel category includes information management, project accounting, report production, word processing, and other project support personnel.

*Rates do not include sales tax on services that may be required in some jurisdictions.

Public Works Committee **6. 2.**

Meeting Date: 04/16/2019

By: Bruce Westby, Engineering/Public Works

Title:

Staff Updates on Improvement Projects and Items of Interest

Purpose/Background:

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

- **River's Bend Street Reconstructions (#17-02)**
  - Complete punch list items and make final payment in 2019
- **Stanhope Terrace Street Reconstructions (#18-00)**
  - Complete punch list items and make final payment in 2019
- **2018 Street Overlay Improvements (#18-03)**
  - Complete punch list items and make final payment in 2019
- **Bunker Lake Boulevard and Puma Street Improvements (#18-05)**
  - Complete punch list items and make final payment in 2019
- **The COR Regional Infiltration Basin (#18-09)**
  - Plans complete, land exchange in progress
  - LRRWMO Permit requires completion by September 30, 2019
  - Requesting Council recommendation from Public Works Committee
- **Riverdale Drive Trunk Utility Improvements (#18-14)**
  - Substantial completion (utilities operational) April 30, 2019
  - Final completion June 30, 2019
- **2019 Crackseal and Sealcoat Improvements (#19-00)**
  - Plans under development
  - Tour of fog sealed streets in Coon Rapids
  - Final completion fall 2019
- **RTC 9th Addition Pond Lining Improvements (#19-06)**
  - Engineering Staff developing plans (due May 2019)
  - Developer to construct the improvements
- **Wetland 114P Outlet Control Improvements (#19-07)**
  - Engineering Staff developing plans
  - Final completion fall 2019
- **Ferret Street and 147th Avenue Intersection Improvements (#19-08)**
  - Engineering Staff developing plans
  - Public Works Staff completing work in 2019
  - Final completion fall 2019
- **Germanium Street Drainage Improvements (#19-09)**
  - Engineering Staff developing plans
  - Final completion summer 2019
- **Misc. Drainage Improvements**
  - Other drainage improvements are being considered for work in 2019
  - Staff would prepare plans and specifications in-house

Anoka County Improvement Projects

- **Roundabout at Armstrong Boulevard/CSAH 83 and Alpine Drive**
  - Anoka County received $1.35M in HSIP funds (est. project cost = $1.5M)
  - Local cost share (Anoka County, City of Ramsey) = $150,000
  - City of Ramsey costs set per Anoka County Cost Share Policy
  - Anoka County to begin project design efforts in 2019/2020
  - Construction planned for 2022/2023 pending City and County approvals

MnDOT Improvement Projects

- **Ferry Street / Trunk Highway 47 Grade Separation @ BNSF Rail Crossing**
  - Preliminary design on hold
  - MnDOT is exploring potential realignment of Highway 47 to remove S-curve at Anoka County fair grounds
  - Staff communicated the comment made at the April 3rd Strategic Planning Meeting that Ramsey wants to be involved with traffic studies due to obvious impacts to the City of Ramsey.
  - MnDOT is considering combining this project with planned Highway 10 improvements

Items of Interest

- **17290 Germanium Street Drainage Concerns**
  - November 13, 2018 - Owner addressed City Council with drainage concerns
  - December 18, 2018 - Owner presented concerns to Public Works Committee
  - Late December 2018 - Staff collected topo on west property edge per Public Works Committee direction
  - March 5, 2019 - Staff emailed updates to owner
  - Late March 2019 - Owner submitted invoice to City for frozen septic system
  - Early April 2019 - Staff collected topo on south property edge
  - April 10, 2019 – Staff emailed updates to owner
  - Late April 2019 - Staff will mail letter to owner summarizing analysis and next steps
  - Spring/summer 2019 - Covenant Meadows developer will install two 8-inch driveway culverts and regrade driveway
- **Northwest Metro Surface Water Supply Feasibility Study**
  - City participants include Corcoran, Dayton, Ramsey and Rogers
  - Short Elliott Hendrickson (SEH) is completing the study
  - Completion of the study should occur in late 2019/early 2020
- **JPA for Signal System at CSAH 5/Nowthen Boulevard and 170th Avenue**
  - Anoka County submitted a draft JPA for the new signal system
  - Ramsey City Attorney is reviewing draft JPA
  - Anoka-Hennepin Independent School District #11 is reviewing draft JPA
  - JPA will be presented to City Council for approval in April/May 2019
  - Signal system construction scheduled for summer 2019

Timeframe:

Staff estimates 5 minutes will be needed for updates and discussion.

Observations/Alternatives:

NA

Funding Source:

Based on discussions.

Recommendation:

Based on discussions.

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	04/10/2019 03:18 PM
Kurt Ulrich	MaryJo Warner	04/11/2019 01:26 PM
Form Started By: Bruce Westby		Started On: 04/09/2019 08:21 AM
Final Approval Date: 04/11/2019		

Public Works Committee **6. 3.**

Meeting Date: 04/16/2019

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 calendar includes topics drawn from Committee requests received during meetings and/or unresolved topics previously discussed by the Committee. Calendar dates are estimated based on availability of information, staff workload and competing interests and objectives. Dates are therefore subject to change.

Timeframe:

Staff estimates 2 minutes will be necessary to review the future topics calendar and address questions.

Observations/Alternatives:

NA

Funding Source:

NA

Recommendation:

NA

Action:

No formal action required. For Committee review and discussion purposes only.

Attachments

PWC Calendar April 2019

Form Review

Inbox	Reviewed By	Date
Grant Riemer	Grant Riemer	04/10/2019 03:18 PM
Kurt Ulrich	MaryJo Warner	04/11/2019 01:26 PM
Form Started By: Bruce Westby		Started On: 04/09/2019 08:21 AM
Final Approval Date: 04/11/2019		

Public Works Committee Future Topics Calendar *

Date	Topics for Discussion – Committee Action
May 2019	Sunfish Lake Sedimentation Basin Improvements *(Westby)*
June 2019	Gibbon Street Basement Flooding Funding Options *(Westby)*
Future/TBD	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)*
Ongoing (2019)	Wellhead Protection Plan Update *(Westby)*
Date	**Topics for Discussion – Policy**
Future/TBD	Landscaped Median Maintenance Policy *(Riemer)*
June 2019	Draft Trail Maintenance Policy *(Westby)*
July 2019	Draft Stormwater Pond Maintenance Policy *(Westby)*
Date	**Topics for Discussion – Planning and Budget**
August 2019	Municipal State Aid System (MSAS) Revisions *(Westby)*
September 2019	Review 1996 and 2007 (unadopted) TH 47 Corridor Studies *(Westby)*
Future/TBD	Public Works Facility Review/Update *(Riemer)*
Future/TBD	Long-Term Water Supply Plan *(Westby)*
Date	**Topics for Discussion – Staff Updates**
Future/TBD	Water Conservation Opportunities / Incentives *(Westby)*
Future/TBD	Asset Management Program *(Westby)*
April 2019	17290 Germanium St Drainage Concerns *(Westby)*
Ongoing (2019)	NW Metro Surface Water Supply Feasibility Study

* 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 **7. 1.**

Meeting Date: 05/14/2019

By: Bruce Westby, Engineering/Public Works

Information

Title:

Adopt Resolution #19-114 Accepting Bids and Awarding Contract for Improvement Project #19-03, Wood Pond Hills & Chestnut Ridge Street Reconstructions

Purpose/Background:

Purpose:

The purpose of this case is to adopt Resolution #19-113 accepting bids and awarding a contract for construction for Improvement Project #19-03, Wood Pond Hills and Chestnut Ridge Street Reconstructions.

Background:

Attached is a copy of the plans prepared by City staff for Improvement Project #19-03, Wood Pond Hills and Chestnut Ridge Street Reconstructions, which proposes to reconstruct streets within the Wood Pond Hills and Chestnut Ridge neighborhoods including 146th Avenue, Helium Street, and Krypton Street. Maps attached to this case show the general location and scope of the proposed improvements.

Existing Conditions

The streets within these developments were constructed between 1992 and 1994 as urban sections using bituminous pavement, surmountable concrete curb and gutter, and concrete storm sewer. These streets were constructed to a width of 30-feet from face-of-curb to face-of-curb, are generally centered within 60-foot wide right-of-ways, and measure approximately 3,310 linear feet (0.63 miles) in length. Attached is a street segments summary that includes other existing conditions such as PASER ratings, maintenance histories, and pavement section information obtained from ground penetrating radar.

The existing bituminous pavement section ranges between 1.6 and 5.0 inches thick, with a median thickness of 2.5 inches. The existing aggregate base section ranges between 1.3 and 8.4 inches thick, with a median thickness of 4.1 inches. Section thicknesses were obtained using Ground Penetrating Radar (GPR) analysis performed by Braun Intertec in 2017. The pavement section was built on generally poorly graded sand with silt subgrade material generally considered suitable for pavement support with proper conditioning.

The City annually evaluates and rates the condition of pavement on all City streets using the Pavement Surface Evaluation and Rating (PASER) system. In the summer of 2018, the pavement sections of the above referenced street segments had a PASER rating of 2, except the south half of Krypton Street, which was rated at 4. PASER ratings of 3 or less indicate the street requires reconstruction. Staff recommends reconstructing all streets, including the south half of Krypton Street. This will keep all pavement sections on the same maintenance schedule moving forward, and it would likely cost more to overlay the south half of Krypton Street due to additional contractors and mobilizations.

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 was also inspected was generally found to be in good operating condition so only minor maintenance work is proposed including re-grouting some structures and resetting castings. One sewer pipe has a small hole near the top of the pipe, potentially caused by a boring machine while installing a private utility. This hole will be inspected during construction to see if the hole requires a patch.

Municipal utilities (sanitary sewer and watermain) exist under each of the streets. These utilities were inspected and were found to be in good operating condition so no improvements are proposed at this time.

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.

Bids
On May 1, 2019, four (4) sealed bids were received and were publicly opened. The bids were competitive and complied with the advertisement for bids. A summary of bids is below and in the attached resolution.

CONTRACTOR	**TOTAL BID**
Omann Contracting Companies, Inc.	$304,916.53
Asphalt Surface Technologies, Corp.	$328,141.00
North Valley, Inc.	$336,586.72
Northwest	$361,974.76
Engineer's Estimate	*$267,156.35*

Omann Contracting Companies Inc. of Albertville, Minnesota, submitted the lowest responsible total bid of $304,916.53 for constructing the proposed improvements in accordance with the approved plans and specifications and advertisement for bids. This bid is $37,760.18 (14.1%) more than the engineer's estimate of $267,156.35.

Following award of Contract, a Notice of Award will be issued to Omann Contracting Companies, Inc. to initiate execution of a contract and issuance of the required bonds and insurance. The City Attorney will verify that the contract, bonds, and insurance are in proper legal form prior to execution of the contract. Once the Contract is executed, staff will issue a Notice to Proceed so construction can begin. At this time, it is anticipated that construction will begin in June or early July, depending on the Contractor's availability.

A preconstruction meeting will be held before construction begins. Staff will then mail letters to abutting property owners to provide updates on the proposed construction schedule and operations based on the Contractor's input at the preconstruction meeting. The letter will also contain a link to the City's web site where up-to-date information can be found during construction, as well as contact information in case property owners wish to contact the Contractor or City project inspector for any reason.

Project schedule:
May 14 – Accept Bids / Award Contract
June / early July – Begin construction
August 16 – Substantial completion (open to traffic)
September 10 – Order Assessment Hearing
October 8 – Conduct Assessment Hearing

Public Comments
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 and none of the property owners generally objected to the project, and most of the questions pertained to special assessments, particularly payment options. Since then, no additional public comment has been received.

Notification:

Advertisements for bids were published in the Anoka Union Herald and in Finance & Commerce on March 29 and April 5, 2019, as required by State Statutes.

Observations/Alternatives:

The engineer's estimate based on final plans was $37,760.18 (14.1%) less than the lowest bid. When preparing engineer's estimates, Staff applies unit bid prices from projects recently bid, typically within the last year or two, and adjusts unit prices based on any new information available. The intent is for the engineer's estimate to fall within the middle of all bids received. In recent years, this has generally been the norm. However, this year all bids received for both proposed 2019 street reconstruction projects were more than the engineer's estimate. This is primarily due to higher unit bid prices for bituminous pavement ($25,587) and concrete work ($11,535).

Other cities are also experiencing higher bid prices in these areas. As such, Staff does not recommend re-bidding with hopes of receiving better bids.

The proposed improvements are anticipated to have a serviceable life of 60 years, assuming proactive maintenance operations are performed on a regular basis over the life of the improvements.

Some properties may have private irrigation systems that could be impacted during construction. Staff will notify property owners in writing of the pending construction as far in advance of construction as possible to allow as much time as possible to relocate irrigation system components out of the construction area. Once the project is complete, property owners will be allowed to relocate irrigation system components to their previous locations, if desired. All costs required to relocate private irrigation system components will be the responsibility of the property owners, but if private irrigation systems are damaged due to negligence on the part of the City's contractor, the contractor will be responsible to repair the damage.

This is the final year of the 2015 - 2019 Street Reconstruction and Overlay Program (SROP). If this project is not completed in 2019, it could be added to the next 5-year SROP to allow reconstruction between 2020 and 2024 instead, though this would reduce the overall scope of pavement maintenance work that will be completed in 2019 since no new streets can be added to the current 5-year SROP.

This project, along with Improvement Project #19-01, were the first projects to be bid electronically through QuestCDN. Using electronic bids helps streamline the bidding process for both the City and the bidders. The new electronic bidding process went very smoothly and reduced the amount of time Staff normally spent opening and reading sealed paper bids aloud, and Staff did not field a single call from bidders inquiring about the bid results afterwards.

Alternatives:

Alternative #1 – Motion to adopt Resolution #19-114 accepting bids and awarding a contract for construction for Improvement Project #19-03, Wood Pond Hills and Chestnut Ridge Street Reconstructions, to Omann Contracting Companies Inc. in the amount of $304,916.53.

Alternative #2 – Motion to deny adoption of Resolution #19-114 at this time.

Funding Source:

Project Costs

Construction and total project costs based on the lowest responsible bid received from Omann Contracting Companies Inc. of Albertville, Minnesota, are as follows.

	Total Bid
Construction Costs	$304,916.53
Project Costs	$375,047.33

Project costs include 23% indirect costs for administrative (6%), engineering (15%), finance (1%), and legal (1%) costs.

Attached is a proposal from Bolton & Menk for construction staking services using 2019 hourly rates. Staff does not anticipate need much in the way of construction staking for this project given that most of the existing curb and gutter will remain in place, which will determine most of the elevations and locations. With the recent retirement of the senior engineering technician, Staff no longer has the ability to stake construction so consultants will need to provide this service on all future public improvement projects. This cost is included under indirect costs for engineering.

Project Funding

This project is proposed to be funded using a combination of the following funds;

- Unexpended street reconstruction funds = $284,729.08*
- Special assessments = $86,228.50
- Storm sewer funds = $4,089.75

* After collecting assessments (bonds initially cover assessments).

Approximately $900,000 in unexpended Street Reconstruction Program funds are available to fund both street reconstruction projects. Bonding is therefore not required to pay for the 2019 street reconstruction projects.

Fifty-nine (59) benefiting properties will receive special benefit from the improvements and are proposed to be assessed up to 25-percent of eligible project costs. Eligible project costs include all costs except those related to subgrade corrections and public utility improvements. Assessments are proposed to be applied equally across the 8 assessable properties using the “per lot” assessment method as allowed by the adopted Special Assessments Policy.

A preliminary assessment amount of $1,303.70 per benefiting property was adopted by Council on November 13, 2018. Based on low bid project costs, assessments for benefiting parcels would increase to $1,461.50, an increase of $157.80.

Final assessments will be adopted following the Assessment Hearing on October 8, 2019, after construction is complete and actual construction costs are known. Over the last four years, a special benefit consultation report has been prepared for all projects and the results of the report were used to help guide final assessment amounts. However, this project is so similar to the River’s Bend street reconstruction project completed last year that Staff recommends not completing a special benefit consultation report for this project, which would cost around $6,500, and instead use these funds to offset increases in assessments.

The City will fund all non-assessed project costs, including the costs required to expand the cul-de-sac per the alternate bid.

Recommendation:

Staff recommends Alternative #1. This will allow the project to be constructed in 2019, and will allow for the use of special assessments to pay up to 25% of eligible 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 #19-114 accepting bids and awarding a contract for construction for Improvement Project #19-03, Wood Pond Hills and Chestnut Ridge Street Reconstructions, to Omann Contracting Companies Inc. in the amount of $304,916.53.

Attachments

Resolution #19-114
Project Location Map
Project Scope Map
Streets Summary Sheet
Final Plans IP 19-03
BMI Staking Proposal

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	05/09/2019 02:33 PM
Form Started By: Bruce Westby		Started On: 05/06/2019 03:37 PM
Final Approval Date: 05/09/2019		

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

RESOLUTION #19-114

RESOLUTION ACCEPTING BIDS AND AWARDING CONTRACT 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 considered 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, pursuant to Ramsey City Council Resolution #18-231, adopted November 13, 2018, the City Council conducted a Public Hearing, approved the Feasibility Report, and ordered the City Engineer to prepare plans and specifications for the making of such improvements; and

WHEREAS, pursuant to Ramsey City Council Resolution #19-080, adopted March 26, 2019, the City Council accepted final plans and specifications and authorized advertisements for bids for said improvements; and

WHEREAS, bids were advertised in the Anoka Union Herald and in Finance and Commerce on March 29 and April 5, 2019; and

WHEREAS, bids were received, opened, and tabulated on May 1, 2019, and the following bids were found to comply with the advertisement for bids; and

CONTRACTOR	TOTAL BID
Omann Contracting Companies, Inc.	$304,916.53
Asphalt Surface Technologies, Corp.	$328,141.00
North Valley, Inc.	$336,586.72
Northwest	$361,974.76
Engineer's Estimate	*$267,156.35*

WHEREAS, the bid of Omann Contracting Companies, Inc. of Albertville, Minnesota, in the amount of $304,916.53 for the total bid for construction of the proposed improvements in accordance with the approved plans and specifications and advertisement for bids, is the lowest responsible bidder and their bid shall be and hereby is accepted; and

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

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

1) The Mayor and City Administrator are hereby authorized and directed to enter into a contract with said bidder for the construction of said improvements for and on behalf of the City of Ramsey.

2) The City Administrator is hereby authorized and directed to return forthwith to all bidders the deposits made with their bids at such time that a contract has been executed.

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:

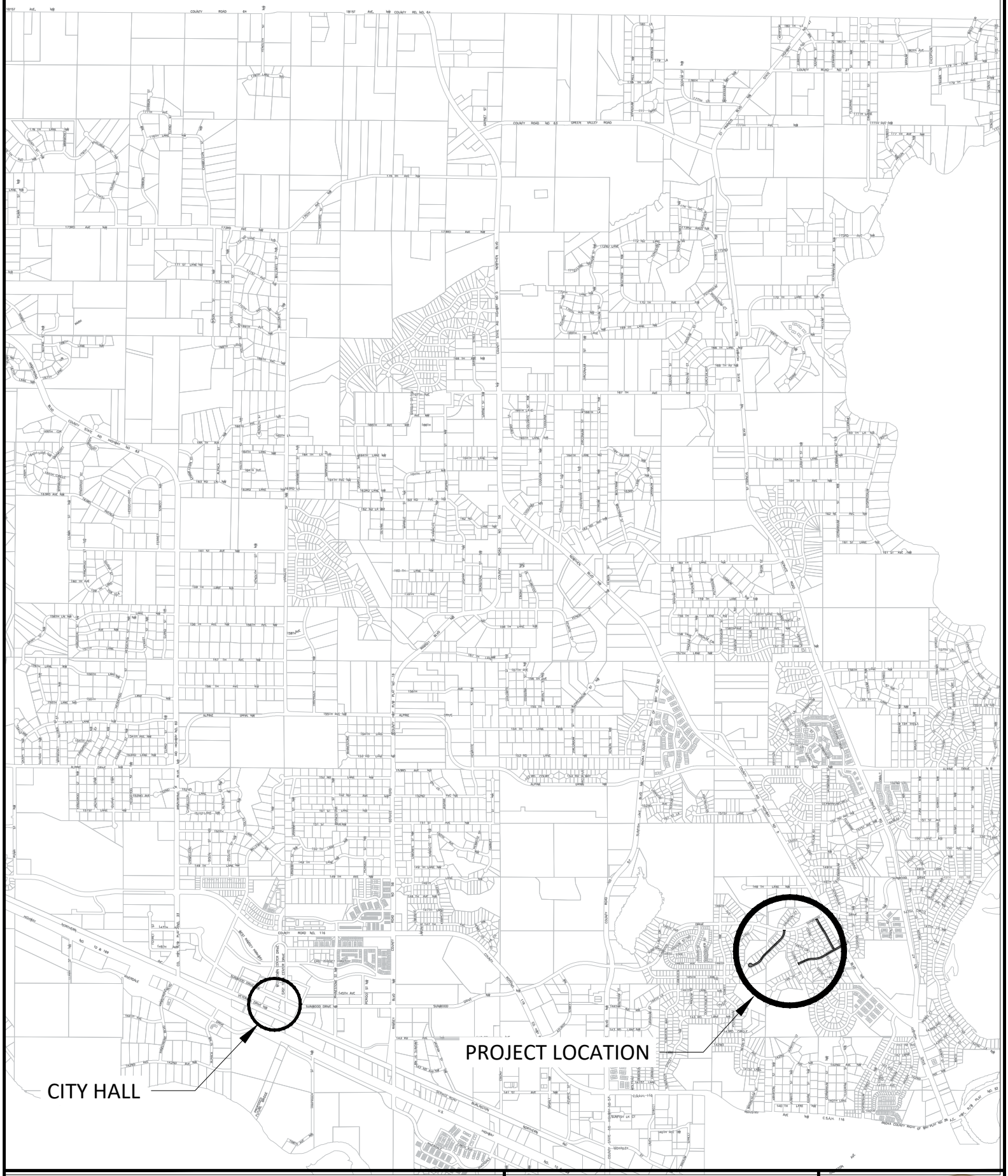
and the following were absent:

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 14th day of May, 2019.

_____
Mayor

ATTEST:

_____
City Clerk



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.*

CITY OF RAMSEY
WOOD POND HILLS & CHESTNUT RIDGE STREET RECONSTRUCTIONS
CITY IMPROVEMENT PROJECT NO. 19-03

LOCATION MAP

GOVERNING SPECIFICATIONS

THE 2018 EDITION OF THE MINNESOTA DEPARTMENT OF TRANSPORTATION "STANDARD SPECIFICATIONS FOR CONSTRUCTION" SHALL GOVERN.

ALL FEDERAL, STATE AND LOCAL LAWS, REGULATIONS AND ORDINANCES SHALL BE COMPLIED WITH IN THE CONSTRUCTION OF THIS PROJECT.

ALL TRAFFIC CONTROL DEVICES AND SIGNING SHALL CONFORM TO THE MINNESOTA MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES, INCLUDING THE FIELD MANUAL FOR TEMPORARY TRAFFIC CONTROL ZONE LAYOUTS.

SHEET INDEX

THIS PLAN CONTAINS 13 SHEETS

SHEET No.	DESCRIPTION
1	TITLE SHEET
2	STATEMENT OF ESTIMATED QUANTITIES
3	TYPICAL SECTION
4 - 5	DETAILS
6	PRIVATE UTILITY LAYOUT
7 - 9	EXISTING CONDITIONS AND REMOVALS
10	EROSION CONTROL
11 - 13	STREET CONSTRUCTION

LEGEND

LIGHT POLE	EASEMENT
TREE	RIGHT OF WAY
TREE	ELECTRIC
SHRUB	OVERHEAD ELECTRIC
SIGN	GAS
VALVE	TELECOMMUNICATIONS
UTILITY PEDESTAL	STORM SEWER
HAND HOLE	SANITARY SEWER
REMOVE TREE	WATERMAIN
3'X2' CATCH BASIN	SAWCUT PAVEMENT
MANHOLE	TREE LINE
INLET PROTECTION	FENCE
HYDRANT	LANDSCAPING
VALVE	RETAINING WALL
	5' CONTOUR LINE
	1' CONTOUR LINE
	SILT FENCE
	SURM. CONCRETE CURB & GUTTER
	B618 CONCRETE CURB & GUTTER
	REMOVE BITUMINOUS PAVEMENT
	SODDING TYPE LAWN
	CONCRETE PAVEMENT
	BITUMINOUS PAVEMENT
	GRAVEL SURFACE
	ROCK CONSTRUCTION EXIT

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, P.E.
RAMSEY CITY ENGINEER

40116 LIC. NO.

DATE 4/4/19

DATE	REVISION

0 125 250 375
SCALE (FEET)

N

CITY OF RAMSEY
7550 SUNWOOD DRIVE
RAMSEY, MN 55303
(763) 427-1410 FAX (763) 433-9898

THE SUBSURFACE UTILITY INFORMATION IN THIS PLAN IS UTILITY QUALITY LEVEL D. THIS QUALITY LEVEL WAS DETERMINED ACCORDING TO THE GUIDELINES OF CI/ASCE 38-02, ENTITLED "STANDARD GUIDELINES FOR THE COLLECTION AND DEPICTION OF EXISTING SUBSURFACE UTILITY DATA."

NOTE: EXISTING UTILITY INFORMATION SHOWN ON THIS PLAN HAS BEEN PROVIDED BY THE UTILITY OWNER. THE CONTRACTOR SHALL FIELD VERIFY EXACT LOCATIONS PRIOR TO COMMENCING CONSTRUCTION AS REQUIRED BY STATE LAW. NOTIFY GOPHER STATE ONE CALL 1-800-252-1166 OR 651-454-0002

Call before you dig
811
651 454-0002 Metro
800 252-1166 Outstate
www.gopherstateonecall.org

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STATEMENT OF ESTIMATED QUANTITIES

19-03 WOOD POND HILLS & CHESTNUT RIDGE STREET RECONSTRUCTIONS

PAGE NO.	NOTE	MNDOT NO.	ITEM DESCRIPTION	UNIT	ESTIMATED QUANTITY
		2021.501	MOBILIZATION	LS	1
7 - 9	1	2104.501	REMOVE CONCRETE CURB AND GUTTER	LF	900
7 - 9	1	2104.503	REMOVE CONCRETE PAVEMENT - DRIVEWAYS	SF	80
7 - 9	1	2104.505	REMOVE BITUMINOUS PAVEMENT - DRIVEWAYS	SY	15
7 - 9	1	2104.505	REMOVE BITUMINOUS PAVEMENT	SY	73
8	1	2104.505	REMOVE CONCRETE VALLEY GUTTER	SY	19
7 - 9	1	2104.511	SAWING CONCRETE PAVEMENT - FULL DEPTH	LF	292
7 - 9	1	2104.513	SAWING BITUMINOUS PAVEMENT - FULL DEPTH	LF	340
7 - 9	2	2105.501	COMMON EXCAVATION (EV)	CY	23
	8	2105.507	SUBGRADE EXCAVATION, REMOVE UNSUITABLE MATERIAL (EV)	CY	500
	8	2105.522	SELECT GRANULAR BORROW (CV)	CY	600
11 - 13		2112.501	SUBGRADE PREPARATION	RDST	34
11 - 13		2130.501	WATER	MGAL	50
7 - 9	5	2215.501	BITUMINOUS PAVEMENT RECLAMATION (FULL DEPTH)	SY	10,332
7 - 9	1	2232.501	MILL BITUMINOUS PAVEMENT (2' WIDTH X 1.5" DEPTH)	SY	69
11 - 13	7	2301.603	CURING COMPOUND FOR EXISTING CONCRETE CURB AND GUTTER	LF	5,709
7 - 9	2, 5	2331.607	HAUL AND DISPOSE BIT PAVEMENT RECLAMATION (LV)	CY	1,206
11 - 13	3	2357.502	BITUMINOUS MATERIAL FOR TACK COAT	GAL	732
11 - 13	4	2360.501	TYPE SP 9.5 WEARING COURSE MIXTURE (SPWEA340C) (1.5")	TON	863
11 - 13	4	2360.502	TYPE SP 12.5 NON-WEARING COURSE MIXTURE (SPNWB330C) (2.0")	TON	1,143
11 - 13	4	2360.505	TYPE SP 9.5 WEARING COURSE MIXTURE (SPWEA340C) DRIVEWAYS (2.0")	TON	2
7 - 9		2504.602	ADJUST VALVE BOX	EA	10
7 - 9		2504.602	REPLACE BROKEN VALVE BOX	EA	5
7 - 9		2506.522	ADJUST FRAME AND RING CASTING	EA	15
11 - 13		2506.602	GROUT CATCH BASIN	EA	3
11 - 13		2506.602	RESET CATCH BASIN CASTING	EA	8
11 - 13		2531.501	CONCRETE CURB & GUTTER DESIGN SURMOUNTABLE	LF	780
11 - 13		2531.501	CONCRETE CURB & GUTTER DESIGN B618	LF	120
11 - 13		2531.507	6" CONCRETE DRIVEWAY PAVEMENT	SY	9
12		2531.604	7" CONCRETE VALLEY GUTTER	SY	33
11 - 13		2540.601	LANDSCAPE RESTORATION	LS	1
	6	2563.601	TRAFFIC CONTROL	LS	1
10		2573.53	STORM DRAIN INLET PROTECTION	EA	14
11 - 13	2	2574.525	TOPSOIL (LV)	CY	27
11 - 13		2575.505	SODDING TYPE LAWN	SY	200

PAY ITEM NOTES:

1. REMOVAL LIMITS SHALL BE MARKED IN THE FIELD BY CITY STAFF.
2. EV TO CV CONVERSION FACTOR = 1.2.
3. ESTIMATED QUANTITY BASED ON APPLICATION RATE OF 0.07 GAL/SY.
4. ESTIMATED QUANTITY BASED ON APPLICATION RATE OF 110 LB/SY-IN.
5. STOCKPILING OF BITUMINOUS PAVEMENT RECLAMATION IS INCIDENTAL TO THE HAUL BIT PAVEMENT RECLAMATION PAY ITEM. THE BITUMINOUS PAVEMENT RECLAMATION MATERIAL SHALL BE STOCKPILED AT THE CITY PUBLIC WORKS FACILITY LOCATED AT 14100 JASPER STREET AND SHALL BE COORDINATED WITH CITY STAFF.
6. LUMP SUM QUANTITY SHALL INCLUDE ALL COST REQUIRED FOR MAINTAINING ALL FLAGGING OPERATIONS AS NECESSARY, MAINTAINING PEDESTRIAN ACCESS ROUTES, ANY SIGNAGE AND BARRICADES AS NECESSARY.
7. EXISTING CONCRETE CURB AND GUTTER SHALL BE COVERED WITH WHITE CURE. CONTRACTOR SHALL SWEEP CLEAN THE CONCRETE CURB AND GUTTER PRIOR TO PLACEMENT OF CURE.
8. ITEM IS FOR ANTICIPATED SUBGRADE CORRECTIONS. PER THE GEOTECHNICAL REPORT PREPARED BY NTI, THE GENERAL SUBGRADE SOILS ARE POORLY GRADED SAND WITH SILT, AND A POCKET OF CLAYEY SAND WAS FOUND. CITY STAFF WILL MAKE A DETERMINATION IN THE FIELD, AFTER THE BITUMINOUS PAVEMENT RECLAMATION, IF ANY SUBGRADE CORRECTIONS WILL BE REQUIRED.

GENERAL NOTES:

1. THE LOCATIONS OF EXISTING UNDERGROUND UTILITIES ARE SHOWN IN AN APPROXIMATE WAY ONLY. IT IS NOT GUARANTEED ANY OR ALL EXISTING UTILITIES ARE SHOWN. THE CONTRACTOR SHALL DETERMINE THE EXACT LOCATION OF ALL EXISTING UTILITIES BEFORE COMMENCING WORK. HE AGREES TO BE FULLY RESPONSIBLE FOR ANY AND ALL DAMAGES WHICH MIGHT BE OCCASIONED BY HIS FAILURE TO EXACTLY LOCATE AND PRESERVE ANY AND ALL UNDERGROUND UTILITIES.
2. THE CONTRACTOR SHALL DETERMINE THE EXACT LOCATION OF ALL EXISTING IRRIGATION SYSTEMS WITHIN THE PROJECT CONSTRUCTION LIMITS BEFORE COMMENCING WORK. THE CONTRACTOR IS RESPONSIBLE FOR AVOIDING DAMAGE TO IRRIGATION SYSTEMS WHERE POSSIBLE.

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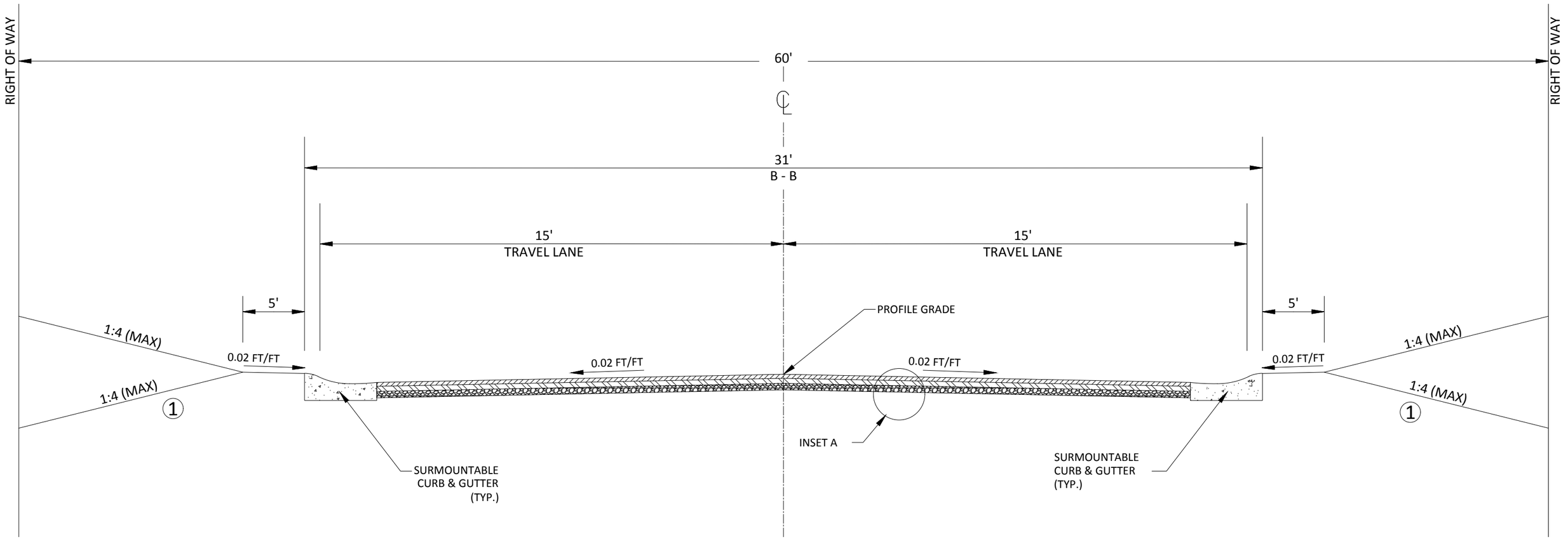
BRUCE WESTBY
Date 4/4/19 Lic. No. 40116

DESIGNED BY:	
JJF	
DRAWN BY: JJF	DATE: 4/3/19
CHECKED BY: BRW	FILE No. 19-03

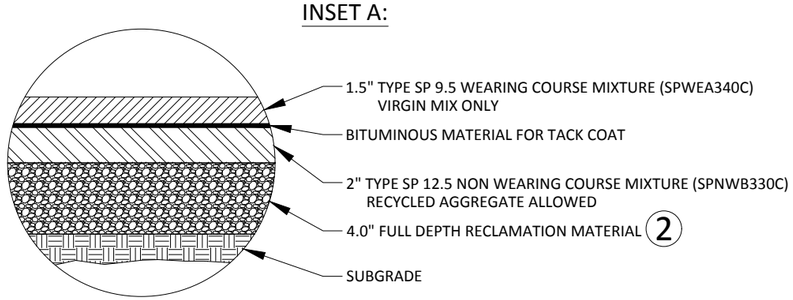
CITY OF RAMSEY
7550 SUNWOOD DRIVE
RAMSEY, MN 55303
(763) 427-1410 FAX (763) 433-9898

STATEMENT OF ESTIMATED QUANTITIES

WOOD POND HILLS & CHESTNUT RIDGE STREET RECONSTRUCTIONS
CITY PROJECT NO. 19-03
CITY OF RAMSEY, MINNESOTA



INSET A:



REFERENCE NOTES:

① GRADE TO MATCH EXISTING GROUND. ESTABLISH TURF USING A MINIMUM OF 4" TOPSOIL 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.

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Date 4/4/19 Lic. No. 40116

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DRAWN BY:	JJF	DATE: 4/3/19
CHECKED BY:	BRW	FILE No. 19-03

CITY OF RAMSEY
7550 SUNWOOD DRIVE
RAMSEY, MN 55303
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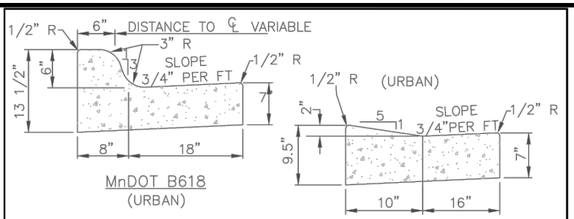
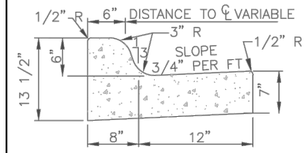
TYPICAL SECTION

WOOD POND HILLS & CHESTNUT RIDGE STREET RECONSTRUCTIONS
CITY PROJECT NO. 19-03
CITY OF RAMSEY, MINNESOTA

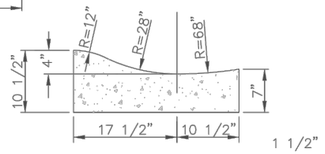


MnDOT B618
(URBAN)

DRIVEWAY FOR B618



MnDOT B612
(URBAN)

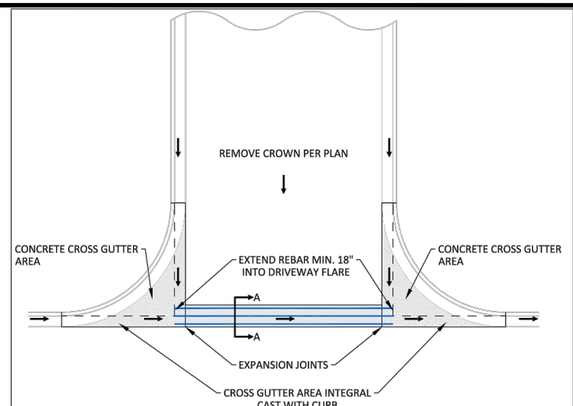


SURMOUNTABLE

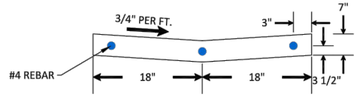
NOTES:

1. ON WEAR COURSE MILL THE EXISTING BITUMINOUS 1.5" BY 24" IN FRONT OF THE REPLACEMENT CURB.
2. ON BASE COURSE SAW CUT AND REMOVE EXISTING BITUMINOUS 18" IN FRONT OF THE REPLACEMENT CURB.

APPROVED: 1 - 2016	City of RAMSEY	STANDARD DETAILS: CURB AND GUTTER
		CITY PLATE No. STR-1



PLAN



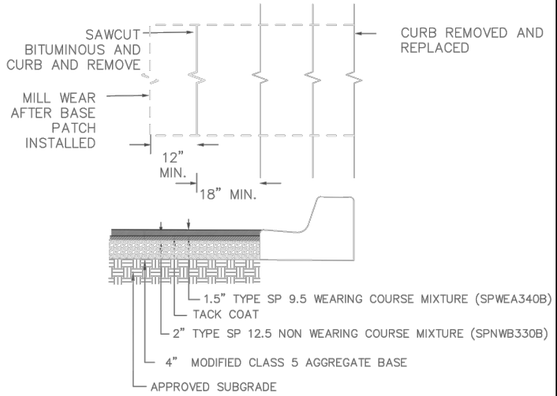
SECTION A-A

NOTE: NOT TO SCALE

NOTES:

1. WITH REMOVAL OF EXISTING CURB AT A STREET, MILL BITUMINOUS TO A DEPTH OF 1.5" AND A WIDTH OF 18" IN EXISTING STREET.
2. TO BE USED WHENEVER CROSS DRAINAGE IS < 2%.
3. CONCRETE CURB AND GUTTER SHALL BE CAST INTEGRAL WITH CONCRETE CROSS GUTTER AREA.
4. CONCRETE CURB AND GUTTER SHALL BE PAID SEPARATELY FROM CONCRETE CROSS GUTTER AREA.

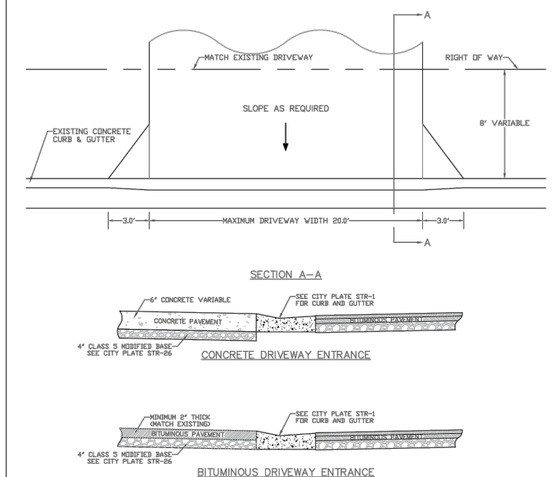
APPROVED: 3 - 2017	City of RAMSEY	STANDARD DETAILS: CROSS GUTTER
		CITY PLATE No. STR-2



NOTES:

1. BITUMINOUS 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.

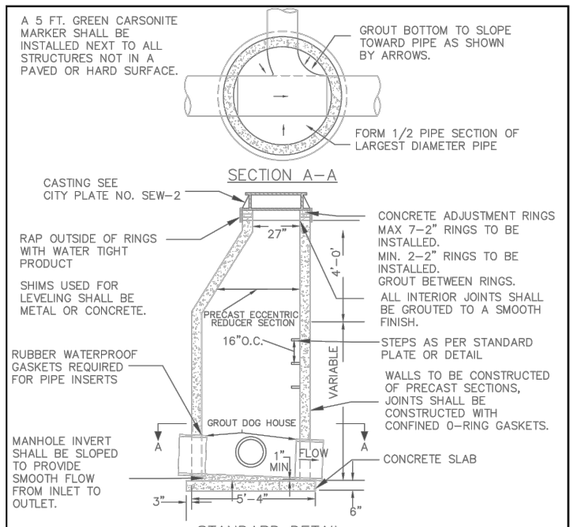
APPROVED: 6 - 2016	City of RAMSEY	STANDARD DETAILS: STREET PATCHING STANDARDS
		CITY PLATE No. STR-25



NOTES:

1. PANEL WIDTH SHALL NOT EXCEED 10 FT. WITHOUT A CENTERLINE CONSTRUCTION JOINT.
2. CONCRETE DRIVEWAY TO BE ONE COURSE CONCRETE PAVEMENT. (SEE SPECIAL PROVISIONS FOR CLASS OF CONCRETE.)
3. CONCRETE DRIVEWAYS TO BE 6" THICK.
4. ½" EXPANSION JOINT, ½" PREFORMED JOINT FILLER MATERIAL, AASHTO M 213 (REQUIRED WHEN 2 CONCRETE AREAS ARE POURED SEPERATELY.)
5. BITUMINOUS DRIVEWAYS MINIMUM 2" THICK, MATCH EXISTING BITUMINOUS PAVEMENT THICKNESS.

APPROVED: 1 - 2016	City of RAMSEY	STANDARD DETAILS: RESIDENTIAL DRIVEWAY - NO SIDEWALK
		CITY PLATE No. STR-30

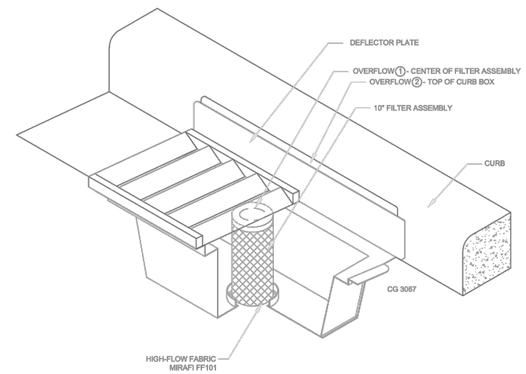


STANDARD DETAIL

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



INLET PROTECTION – WIMCO OR EQUAL

N.T.S.

NOTE:
THIS INLET PROTECTION SHALL BE USED IMMEDIATELY FOLLOWING CURB & GUTTER CONSTRUCTION. INLET PROTECTION SHALL REMAIN INSTALLED AND MAINTAINED UNTIL ALL HOME CONSTRUCTION IS COMPLETE.

APPROVED: 1 – 2016	City of RAMSEY	STANDARD DETAILS: INLET PROTECTION
		CITY PLATE No. ERO-2

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BRUCE WESTBY
Date 4/4/19 Lic. No. 40116

DESIGNED BY:	
JJF	
DRAWN BY: JJF	DATE: 4/3/19
CHECKED BY: BRW	FILE No. 19-03

City of RAMSEY

CITY OF RAMSEY
7550 SUNWOOD DRIVE
RAMSEY, MN 55303
(763) 427-1410 FAX (763) 433-9898

DETAILS

WOOD POND HILLS & CHESTNUT RIDGE STREET RECONSTRUCTIONS
CITY PROJECT NO. 19-03
CITY OF RAMSEY, MINNESOTA

SHEET 4 OF 13 SHEETS

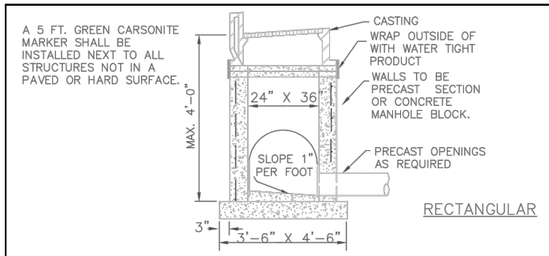
TABLE A
MODIFIED CLASS 5 SPECIFICATIONS

% PASSING

1”	100
3/4”	90 – 100
3/8”	50 – 80
No.4	35 – 70
No.10	20 – 60
No.40	10 – 35
No.200	5 – 10

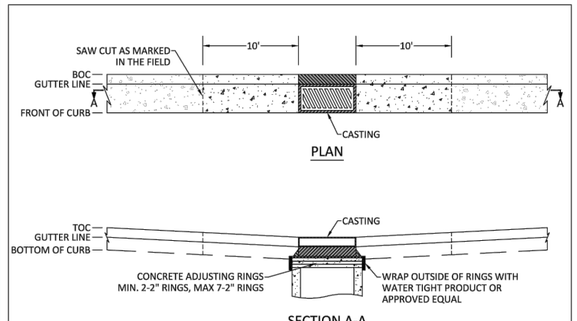
NOTES:
1. THE AGGREGATE BASE CONSTRUCTION WILL BE ACCEPTED FOR PAYMENT IN ACCORDANCE WITH THE PROVISIONS IN TABLE A.
2. IF THE AGGREGATE BASE FAILS TO MEET THE REQUIREMENTS OF TABLE A THE MATERIAL CAN BE CORRECTED IN PLACE OR REMOVED AND REPLACED WITH MATERIAL THAT MEET THE REQUIREMENTS OF TABLE A.
3. IN THE EVENT THAT RECYCLED MATERIAL IS USE IT MUST MEET MNDOT REQUIREMENTS FOR RECYCLED BASE.

APPROVED:		STANDARD DETAILS:
2 – 2003	City of RAMSEY	MODIFIED CLASS 5 SPECIFICATIONS
		CITY PLATE No. STR-26



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:		STANDARD DETAILS:
4 – 2007	City of RAMSEY	CATCH BASIN
		CITY PLATE No. STO–1

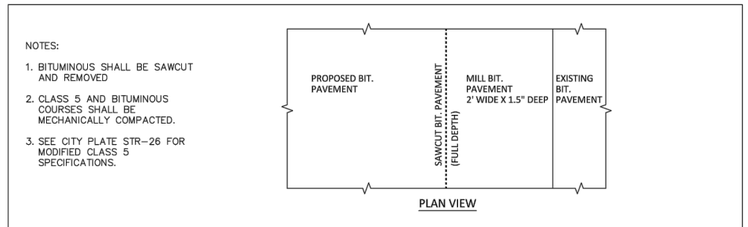


NOTE: NOT TO SCALE

NOTE:

1. CONCRETE CURB AND GUTTER TO BE REMOVED 10 FEET TO EITHER SIDE OF CATCH BASIN CASTING. CURB AND GUTTER MUST BE SAW CUT - FULL DEPTH.
2. CASTING SHALL BE BROUGHT UP TO PROPER GRADE. DAMAGED CONCRETE ADJUSTING RINGS MUST BE REPLACED. OUTSIDE OF RINGS MUST BE WRAPPED WITH APPROVED WATER TIGHT PRODUCT. INSIDE OF RINGS MUST BE GROUTED TO A SMOOTH FINISH.
3. CONCRETE CURB AND GUTTER SHALL BE REPLACED AND MATCH INTO THE RESET CASTING AND THE EXISTING CURB AND GUTTER.
4. DAMAGED BITUMINOUS PAVEMENT SHALL BE REPAIRED AND IS INCIDENTAL. FOLLOW CITY STANDARD PLATE STR-25.
5. PROPER TRAFFIC CONTROL DEVICES SHALL BE REQUIRED TO MAINTAIN A SAFE WORK ENVIRONMENT, AND IS INCLUDED IN THE TRAFFIC CONTROL LUMP SUM BIT ITEM.
6. ALL EQUIPMENT, MATERIALS, DISPOSAL, AND LABOR REQUIRED TO RESET CATCH BASIN CASTING AS DESCRIBED BY THIS DETAIL IS INCIDENTAL.
7. BOULEVARD RESTORATION BEHIND CURB IS NOT INCLUDED WITH THE RESET CATCH BASIN CASTING PAY ITEM.

APPROVED:		STANDARD DETAILS:
3 – 2017	City of RAMSEY	RESET CATCH BASIN CASTING
		CITY PLATE No. STO–13



APPROVED:		CITY PLATE No.	STANDARD DETAILS:
3 – 2017	City of RAMSEY	STR–31	STREET TIE–IN

MNDOT 2016 SPEC

MNDOT 2016 SPEC TABLE 3877–1 COMMON TOPSOIL BORROW		
REQUIREMENT	RANGE	TEST METHOD
MATERIAL PASSING THE 3/4 IN [19MM]	100%	ASTM D 422
MATERIAL PASSING NO. 4 [4.75MM]	>85%	–
CLAY	5% –35%	ASTM D 422
SILT	5% – 70%	ASTM D 422
SAND	10% – 75%	ASTM D 422
ORGANIC MATTER	3% – 15%	ASTM D 2974
pH	6.1–7.8	ASTM G 51

NOTE:
1. INSTALLATION OF 4” OF TOPSOIL MEETING MNDOT SPECIFICATION 3877A COMMON TOPSOIL BORROW, MAY BE REQUIRED ACROSS ALL DISTURBED AREAS.
2. A SOIL CERTIFICATION FROM A GEOTECHNICAL FIRM MUST BE PROVIDED VERIFYING THE TOPSOIL MEETS SPECIFICATION ALONG WITH LOAD TICKETS TO VERIFY THE SOURCE OF MATERIAL AND QUANTITY.
3. TOPSOIL MUST COME FROM A CITY APPROVED SOURCE.

APPROVED:		CITY PLATE No.	STANDARD DETAILS:
1 – 2016	City of RAMSEY	ERO–6	TOPSOIL REQUIREMENTS

DATE	REVISION

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RAMSEY, MN 55303
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DETAILS

WOOD POND HILLS & CHESTNUT RIDGE STREET RECONSTRUCTIONS
CITY PROJECT NO. 19-03
CITY OF RAMSEY, MINNESOTA

0 75 150 225

SCALE (FEET)

N

SUNWOOD DRIVE

SUNWOOD DRIVE

NORTHERN BOULEVARD

146TH AVENUE

146TH AVENUE

146TH AVENUE

JEAN DULUTH

JEANETTE STREET

JOANN STREET

KRYPTON STREET

PID 261225140016

14670 14684 14700 14714 14729 14715 14701 14685 14671 14642 14643 14602 14588 14629 14615 14574 14601 14560 14546 14587 14573 14559 14545 14532 14531

1210 1214 1215 1201 1200 1685 1684 1671 1657 1650 1643 1642 1629 1615 1614 1601 1600 5571 5581 5601 5621 5641 5631 5651 5671 5681 5650 5640 5670 5680 5560

LEGEND

- T — TELECOMMUNICATION LINE - MAIN LINE
- G — GAS LINE - SERVICE LINE
- G — GAS LINE - MAIN LINE
- E — ELECTRIC LINE - SERVICE LINE
- E — ELECTRIC LINE - MAIN LINE

DATE	REVISION

Apr 15, 2019 - 2:55pm
G:\Engineering\AutoCad Dwgs\Projects N-Z\Wood Pond Hills & Chestnut Ridge 19-03\Plan Drawings\19-03 Private Utility Layout.dwg

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

Date 4/4/19 Lic. No. 40116

DESIGNED BY:	JJF	
DRAWN BY:	JJF	DATE: 4/3/19
CHECKED BY:	BRW	FILE No. 19-03

City of RAMSEY

CITY OF RAMSEY
7550 SUNWOOD DRIVE
RAMSEY, MN 55303
(763) 427-1410 FAX (763) 433-9898

PRIVATE UTILITY LAYOUT

WOOD POND HILLS & CHESTNUT RIDGE STREET RECONSTRUCTIONS
CITY PROJECT NO. 19-03
CITY OF RAMSEY, MINNESOTA

SHEET 6 OF 13 SHEETS

0 40 80 120
SCALE (FEET)

N

2' X 1.5" DEEP EDGE MILL
SEE CITY DETAIL STR-31
SAWCUT BIT - FULL DEPTH

REMOVE CONCRETE
CURB & GUTTER (TYP.)

BITUMINOUS PAVEMENT RECLAMATION
FULL-DEPTH

SUNWOOD DRIVE

KRYPTON STREET

PID 263225140016

14532 14531 14546 14545 14560 14559 14574 14573 14588 14587 14602 14601 14615 14629 14643 14671 14685 14701 14715 14729 14714 14700 14684 14670 14642

NOTE:
1. CONCRETE CURB AND GUTTER REMOVALS ARE SHOWN IN AN APPROXIMATE WAY ONLY. REMOVALS SHALL BE MINIMUM FULL PANEL LENGTH.
2. REMOVALS WILL BE MARKED IN THE FIELD BY CITY STAFF. ALL REMOVALS MUST BE SAWCUT.
3. PROTECT LANDSCAPING AND IRRIGATION. PROPERTY OWNERS ARE TO LOCATE AND MOVE IRRIGATION BEFORE CONSTRUCTION.

LEGEND

- ADJUST FRAME AND RING CASTING
- ADJUST VALVE BOX
- RECLAMATION - FULL DEPTH
- REMOVE CONCRETE VALLEY GUTTER
- MILL BITUMINOUS PAVEMENT - STREET TIE-IN
- REMOVE CONCRETE CURB & GUTTER
- SAWCUT PAVEMENT - FULL DEPTH

DATE	REVISION

Apr 03, 2019 - 3:20pm
G:\Engineering\AutoCad Dwgs\Projects N-Z\Wood Pond Hills & Chestnut Ridge 19-03\Plan Drawings\19-03 Removals.dwg

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

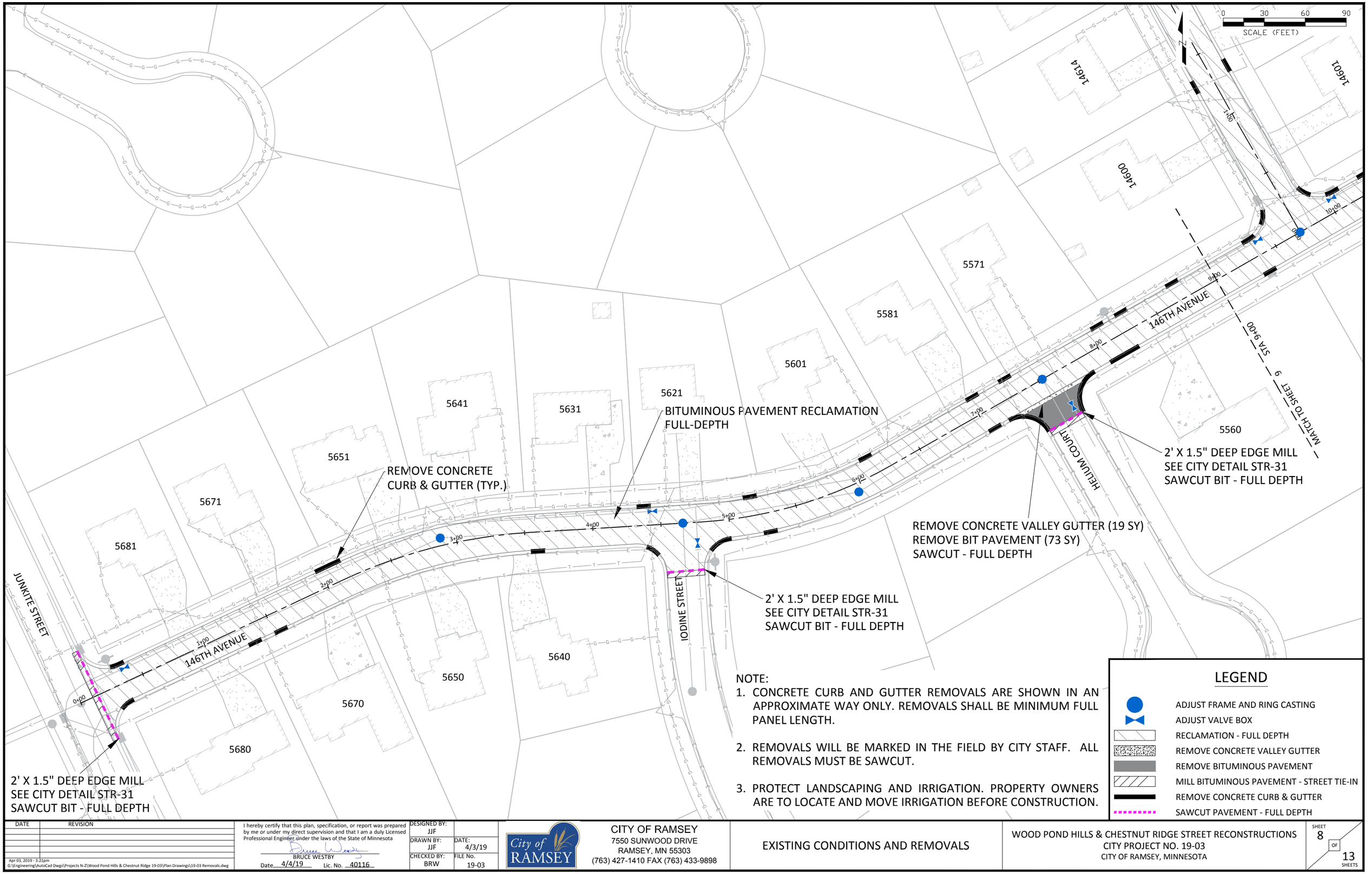
BRUCE WESTBY
Date 4/4/19 Lic. No. 40116

DESIGNED BY:	JJF	
DRAWN BY:	JJF	DATE: 4/3/19
CHECKED BY:	BRW	FILE No. 19-03

CITY OF RAMSEY
7550 SUNWOOD DRIVE
RAMSEY, MN 55303
(763) 427-1410 FAX (763) 433-9898

EXISTING CONDITIONS AND REMOVALS

WOOD POND HILLS & CHESTNUT RIDGE STREET RECONSTRUCTIONS
CITY PROJECT NO. 19-03
CITY OF RAMSEY, MINNESOTA



NOTE:

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LEGEND

- ADJUST FRAME AND RING CASTING
- ADJUST VALVE BOX
- RECLAMATION - FULL DEPTH
- REMOVE CONCRETE VALLEY GUTTER
- REMOVE BITUMINOUS PAVEMENT
- MILL BITUMINOUS PAVEMENT - STREET TIE-IN
- REMOVE CONCRETE CURB & GUTTER
- SAWCUT PAVEMENT - FULL DEPTH

DATE	REVISION

Apr 03, 2019 - 3:21pm
G:\Engineering\AutoCad Dwgs\Projects N-Z\Wood Pond Hills & Chestnut Ridge 19-03\Plan Drawings\19-03 Removals.dwg

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BRUCE WESTBY
Date 4/4/19 Lic. No. 40116

DESIGNED BY:	JJF		
DRAWN BY:	JJF	DATE:	4/3/19
CHECKED BY:	BRW	FILE No.	19-03

City of RAMSEY

CITY OF RAMSEY
7550 SUNWOOD DRIVE
RAMSEY, MN 55303
(763) 427-1410 FAX (763) 433-9898

EXISTING CONDITIONS AND REMOVALS

WOOD POND HILLS & CHESTNUT RIDGE STREET RECONSTRUCTIONS
CITY PROJECT NO. 19-03
CITY OF RAMSEY, MINNESOTA

0 30 60 90
SCALE (FEET)

UM COURT

146TH AVENUE

SUNWOOD DRIVE

HELIUM STREET

NOWTHEN BOULEVARD

5581

5571

14600 14614 14628 14642 14656 14670 14684 14700 14714

14601 14615 14629 14643 14657 14671 14685 14701 14715 14729

MATCH TO SHEET 8 STA 9+00

7+00 8+00 9+00 10+00 11+00 12+00

0+00 1+00 2+00 3+00 4+00 5+00 6+00 7+00 8+00 8+71

BITUMINOUS PAVEMENT RECLAMATION
FULL-DEPTH

2' X 1.5" DEEP EDGE MILL
SEE CITY DETAIL STR-31
SAWCUT BIT - FULL DEPTH

REMOVE CONCRETE
CURB & GUTTER (TYP.)

2' X 1.5" DEEP EDGE MILL
SEE CITY DETAIL STR-31
SAWCUT BIT - FULL DEPTH

NOTE:

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LEGEND

- ADJUST FRAME AND RING CASTING
- ADJUST VALVE BOX
- RECLAMATION - FULL DEPTH
- REMOVE CONCRETE VALLEY GUTTER
- MILL BITUMINOUS PAVEMENT - STREET TIE-IN
- REMOVE CONCRETE CURB & GUTTER
- SAWCUT PAVEMENT - FULL DEPTH

DATE	REVISION

Apr 03, 2019 - 3:24pm
G:\Engineering\AutoCad Dwgs\Projects N-Z\Wood Pond Hills & Chestnut Ridge 19-03\Plan Drawings\19-03 Removals.dwg

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BRUCE WESTBY
Date 4/4/19 Lic. No. 40116

DESIGNED BY:	JJF		
DRAWN BY:	JJF	DATE:	4/3/19
CHECKED BY:	BRW	FILE No.	19-03

City of RAMSEY

CITY OF RAMSEY
7550 SUNWOOD DRIVE
RAMSEY, MN 55303
(763) 427-1410 FAX (763) 433-9898

EXISTING CONDITIONS AND REMOVALS

WOOD POND HILLS & CHESTNUT RIDGE STREET RECONSTRUCTIONS
CITY PROJECT NO. 19-03
CITY OF RAMSEY, MINNESOTA

0 75 150 225
SCALE (FEET)

N

SUNWOOD DRIVE
KRYPTON COURT
147TH LANE
PID 263225140016
KRYPTON STREET
SUNWOOD DRIVE
IODINE COURT
HELIUM STREET
NOWTHEN BOULEVARD (CSAH 5)
146TH CIRCLE
JUNKITE STREET
146TH AVENUE
IODINE STREET
HELIUM COURT
146TH AVENUE

14729
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14701
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14642
14671
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14615
14574
14601
14560
14546
14587
14573
14559
14532
14545
14531
5571
5581
5601
5621
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5640
5650
5670
5680

LEGEND

INLET PROTECTION

DATE	REVISION

Apr 03, 2019 - 3:32pm
G:\Engineering\AutoCad Dwgs\Projects N-Z\Wood Pond Hills & Chestnut Ridge 19-03\Plan Drawings\19-03 Erosion Control.dwg

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
Date 4/4/19 Lic. No. 40116

DESIGNED BY: JJF	
DRAWN BY: JJF	DATE: 4/3/19
CHECKED BY: BRW	FILE No. 19-03

City of RAMSEY

CITY OF RAMSEY
7550 SUNWOOD DRIVE
RAMSEY, MN 55303
(763) 427-1410 FAX (763) 433-9898

EROSION CONTROL

WOOD POND HILLS & CHESTNUT RIDGE STREET RECONSTRUCTIONS
CITY PROJECT NO. 19-03
CITY OF RAMSEY, MINNESOTA

SHEET 10 OF 13 SHEETS

0 40 80 120
SCALE (FEET)

N

SUNWOOD DRIVE

MATCH EXISTING PAVEMENT
STA. 13+00

B618 CONCRETE CURB & GUTTER (TYP.)
SEE DETAIL STR-1

SURMOUNTABLE CONCRETE CURB & GUTTER (TYP.)
SEE DETAIL STR-1

TYPICAL STREET SECTION
SEE SHEET 3

RESET CATCH BASIN
SEE DETAIL STO-13

RESET CATCH BASIN
SEE DETAIL STO-13

RESET CATCH BASIN
SEE DETAIL STO-13

RESET CATCH BASIN
SEE DETAIL STO-13

GROUT CATCH BASIN

PID 263225140016

KRYPTON STREET

31'
B-B

R - 45'

0+00
1+00
2+00
3+00
4+00
5+00
6+00
7+00
8+00
9+00
10+00
11+00
12+00
13+00

14714
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14545
14559
14573

NOTE:
PRESSURE WASH EXISTING CONCRETE CURB AND GUTTER PRIOR TO COVERING WITH WHITE CURE.
RESTORE ALL DISTURBED AREAS WITH SODDING TYPE LAWN UNLESS OTHERWISE NOTED.

LEGEND

- RESET CATCH BASIN
- GROUT CATCH BASIN
- SANITARY SEWER MANHOLE
- WATERMAIN VALVE
- 7" CONCRETE VALLEY GUTTER
- B618 CONCRETE CURB & GUTTER
- SURMOUNTABLE CONCRETE CURB & GUTTER
- MATCHLINE - EXISTING PAVEMENT

DATE	REVISION

Apr 03, 2019 - 3:34pm
G:\Engineering\AutoCad Dwgs\Projects N-Z\Wood Pond Hills & Chestnut Ridge 19-03\Plan Drawings\19-03 Streets.dwg

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BRUCE WESTBY
Date 4/4/19 Lic. No. 40116

DESIGNED BY:	
JJF	
DRAWN BY:	DATE:
JJF	4/3/19
CHECKED BY:	FILE No.
BRW	19-03

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7550 SUNWOOD DRIVE
RAMSEY, MN 55303
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STREET CONSTRUCTION

WOOD POND HILLS & CHESTNUT RIDGE STREET RECONSTRUCTIONS
CITY PROJECT NO. 19-03
CITY OF RAMSEY, MINNESOTA

0 30 60 90
SCALE (FEET)

N

SURMOUNTABLE CONCRETE CURB & GUTTER (TYP.)
SEE DETAIL STR-1

TYPICAL STREET SECTION
SEE SHEET 3

MATCH EXISTING PAVEMENT
STA. 0+13

B618 CONCRETE CURB & GUTTER (TYP.)
SEE DETAIL STR-1

MATCH EXISTING PAVEMENT

MATCH EXISTING PAVEMENT

7" CONCRETE VALLEY GUTTER (33 SY)
SEE DETAIL STR-2

MATCH TO SHEET 13 STA 9+00

146TH AVENUE

JUNKITE STREET

IODINE STREET

HELIUM COURT

31'
B-B

0+00
1+00
2+00
3+00
4+00
5+00
6+00
7+00
8+00
9+00
10+00

5680
5670
5650
5640
5651
5671
5681
5641
5631
5621
5601
5581
5571
5560
14600
14601
14614

LEGEND

- RESET CATCH BASIN
- GROUT CATCH BASIN
- SANITARY SEWER MANHOLE
- WATERMAIN VALVE
- 7" CONCRETE VALLEY GUTTER
- B618 CONCRETE CURB & GUTTER
- SURMOUNTABLE CONCRETE CURB & GUTTER
- MATCHLINE - EXISTING PAVEMENT

NOTE:
PRESSURE WASH EXISTING CONCRETE CURB AND GUTTER PRIOR TO COVERING WITH WHITE CURE.
RESTORE ALL DISTURBED AREAS WITH SODDING TYPE LAWN UNLESS OTHERWISE NOTED.

DATE	REVISION

Apr 03, 2019 - 3:35pm
G:\Engineering\AutoCad Dwgs\Projects N-Z\Wood Pond Hills & Chestnut Ridge 19-03\Plan Drawings\19-03 Streets.dwg

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BRUCE WESTBY
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STREET CONSTRUCTION

WOOD POND HILLS & CHESTNUT RIDGE STREET RECONSTRUCTIONS
CITY PROJECT NO. 19-03
CITY OF RAMSEY, MINNESOTA

0 30 60 90
SCALE (FEET)

DURT

5581

5571

7+00

8+00

9+00

10+00

11+00

146TH AVENUE

RESET CATCH BASIN (2)
SEE DETAIL STO-13

14600

14614

14628

14642

14656

14670

14684

14700

14714

MATCH TO SHEET 12 STA 9+00

GROUT CATCH BASIN

1+00 2+00 3+00 4+00 5+00 6+00 7+00 8+00 8+71

HELIUM STREET

31'
B-B

TYPICAL STREET SECTION
SEE SHEET 3

MATCH EXISTING PAVEMENT
STA. 8+71

RESET CATCH BASIN
SEE DETAIL STO-13

SUNWOOD DRIVE

B618 CONCRETE CURB & GUTTER (TYP.)
SEE DETAIL STR-1

RESET CATCH BASIN
SEE DETAIL STO-13

14601

14615

14629

14643

SURMOUNTABLE CONCRETE CURB & GUTTER (TYP.)
SEE DETAIL STR-1

14657

14671

14685

14701

14715

14729

GROUT CATCH BASIN

NOWTHEN BOULEVARD

MATCH EXISTING PAVEMENT
STA. 11+72

NOTE:
PRESSURE WASH EXISTING CONCRETE CURB AND GUTTER PRIOR TO COVERING WITH WHITE CURE.
RESTORE ALL DISTURBED AREAS WITH SODDING TYPE LAWN UNLESS OTHERWISE NOTED.

LEGEND

- RESET CATCH BASIN
- GROUT CATCH BASIN
- SEWER MANHOLE
- WATERMAIN VALVE
- 7" CONCRETE VALLEY GUTTER
- B618 CONCRETE CURB & GUTTER
- SURMOUNTABLE CONCRETE CURB & GUTTER
- MATCHLINE - EXISTING PAVEMENT

DATE	REVISION

Apr 03, 2019 - 3:35pm
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City of RAMSEY
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STREET CONSTRUCTION

WOOD POND HILLS & CHESTNUT RIDGE STREET RECONSTRUCTIONS
CITY PROJECT NO. 19-03
CITY OF RAMSEY, MINNESOTA

BOLTON & MENK
Real People. Real Solutions.

7533 Sunwood Drive NW
Suite 206
Ramsey, MN 55303-5119

Ph: (763) 433-2851
Fax: (763) 427-0833
Bolton-Menk.com

April 16, 2019

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

RE: Proposal for Construction Staking Services
City of Ramsey Improvement Project #19-03, Wood Pond Hills & Chestnut Ridge

Dear Mr. Westby:

We appreciate the opportunity to assist the City of Ramsey with the construction survey for the above referenced project. We have reviewed the April 4, 2019 plans for the project.

We understand the staking will occur on an as-needed basis. If staking is needed, we have assumed the following:

- We will be supplied with existing control that was used for the topographic survey,
- We will be supplied with AutoCAD files of the design, including alignments, and
- We will be supplied with the existing topographic survey files, to allow for staking the curb for reinstatement, if needed.

Bolton & Menk proposes to perform any requested staking based on the rates presented in the following table:

Personnel	Rate/Hr
Licensed Surveyor	$120.00
Survey Technician	$100.00
Survey Crew Chief	$115.00

No additional fees for stakes, mileage, equipment, etc. will be invoiced to the City, but are included in our hourly rates. The rates above are valid through the 2019 construction season.

If there are any questions, please call me at (651) 968-7760.

Sincerely,
BOLTON & MENK, INC.

Kevin P. Kielb, P.E.
Principal Engineer

Bolton & Menk is an equal opportunity employer.

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: 05/14/2019

By: Bruce Westby, Engineering/Public Works

Information

Title:

Adopt Resolution #19-113 Accepting Bids and Awarding Contract for Improvement Project #19-01, Ford Brook Estates Street Reconstructions

Purpose/Background:

Purpose:

The purpose of this case is to adopt Resolution #19-113 accepting bids and awarding a contract for construction for Improvement Project #19-01, Ford Brook Estates Street Reconstructions.

Background:

Attached is a copy of the plans prepared by City staff for Improvement Project #19-01, Ford Brook Estates Street Reconstructions, which proposes to reconstruct 180th Lane and Krypton Street in the Ford Brook Estates neighborhood. Maps attached to this case show the general location and 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 and measure approximately 860 feet (0.16 miles) in length. Both streets are generally centered within a 66-foot wide right-of-way. Attached is a street segments summary that includes other existing conditions such as curb type, PASER rating, maintenance history, and pavement section information obtained from ground penetrating radar.

The existing bituminous pavement section ranges between 1.2 and 6.4 inches thick, with a median thickness of 4.3 inches. The existing aggregate base section ranges between 2.4 and 6.8 inches thick, with a median thickness of 4.1 inches. Section thicknesses were obtained using Ground Penetrating Radar (GPR) analysis performed by Braun Intertec in 2017. The pavement section was built on silty sand and lean clay subgrade materials. Clay subgrade is not good for pavement support and typically requires subgrade corrections.

The City annually evaluates and rates the condition of pavement on all City streets using the Pavement Surface Evaluation and Rating (PASER) system. In the summer of 2018, the pavement of the above referenced street segments were rated with PASER ratings of 2 indicating that these streets require complete reconstruction.

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 is generally carried in the ditches to the ditch along TH 47 and directed north to Ford Brook.

Municipal utilities (sanitary sewer and watermain) do not serve this neighborhood.

Proposed Improvements

The existing bituminous pavement and aggregate base sections will be removed first, and then 2-feet of the unsuitable existing clay subgrade material will be removed. Geotextile fabric will be placed over the shaped and compacted subgrade, and 2-feet of compacted select granular borrow (sand) will be placed on top of the fabric. Drain tile will be installed on top of the fabric along the outside edges of the select granular borrow, and will connect to a storm sewer structure to drain the subgrade at low points. Then 4-inches of imported aggregate base will be placed and compacted on top of the select granular borrow, followed by 3½-inches of new bituminous pavement. The new pavement section will provide a 7-ton pavement design, the City standard for residential streets.

Existing ditches will require re-grading due to the subgrade corrections, and some driveway culverts will require replacement. The culvert crossing 180th Lane will be replaced, and a storm manhole will be added to the culvert crossing to allow for drain tile connections. In addition, a new swale will be graded across a corner of one property to prevent runoff from the ditch from traversing through the property where no easement currently exists.

Bids

On May 1, 2019, two (2) sealed bids were received and were publicly opened. The bids were generally competitive and complied with the advertisement for bids. A summary of bids is below and in the attached resolution.

CONTRACTOR	**BASE BID**	**ALTERNATE BID**	**TOTAL BID**
Asphalt Surface Technologies	$249,901.55	$12,601.70	$262,503.25
Northwest	$299,982.36	$14,632.60	$314,614.96
Engineer's Estimate	*$190,942.75*	*$10,794.80*	*$201,737.55*

Asphalt Surface Technologies of Saint Cloud, Minnesota, submitted the lowest responsible total bid of $262,503.25 for constructing the base bid ($249,901.55) plus alternate bid ($12,601.70) in accordance with the approved plans and specifications and advertisement for bids. This bid is $60,765.70 (30.1%) more than the engineer's estimate of $201,737.55.

Following award of Contract, a Notice of Award will be issued to Asphalt Surface Technologies to initiate execution of a contract and issuance of the required bonds and insurance. The City Attorney will verify that the contract, bonds, and insurance are in proper legal form prior to execution of the contract. Once the Contract is executed, staff will issue a Notice to Proceed so construction can begin. At this time, it is anticipated that construction will begin in June or early July, depending on the Contractor's availability.

A preconstruction meeting will be held before construction begins. Staff will then mail letters to abutting property owners to provide updates on the proposed construction schedule and operations based on the Contractor's input at the preconstruction meeting. The letter will also contain a link to the City's web site where up-to-date information can be found during construction, as well as contact information in case property owners wish to contact the Contractor or City project inspector for any reason.

Project schedule:

May 14 – Accept Bids / Award Contract
June / early July – Begin construction
August 16 – Substantial completion (open to traffic)
September 10 – Order Assessment Hearing
October 8 – Conduct Assessment Hearing

Public Comment

Staff conducted a public information meeting for this project 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 owners objected to the project. Most questions pertained to special assessments and the reasoning behind the School Districts request to expand the cul-de-sac. The residents questioned why the School District asked the City to expand the cul-de-sac now, and noted that they continue to see

buses stopping on Highway 47 in other locations. The property owners did not formally object to expanding the cul-de-sac, they just didn't understand why this request was being made now as they said they had asked the School District to pick up and drop off kids in the cul-de-sac years ago when there were far more kids in the neighborhood, yet their request was denied. Now there are fewer kids in the neighborhood and they asked if other options are available.

A property owner in attendance at the Public Hearing in November again questioned why the School District wanted to enlarge the cul-de-sac. Staff has been in contact with the School District numerous times since and has received the same answer each time. The School District confirms that buses will not be allowed to stop in dedicated turn lanes on Highway 47 and will need to turn onto 180th Lane to pick up and drop off kids starting this fall, and will therefore need the cul-de-sac expanded to turn around.

Staff prepared final plans and specifications including an alternate bid for expanding the Krypton Street cul-de-sac per the School District's request. As per the City's Special Assessments Policy, costs to expand streets are ineligible for assessments so the costs to expand the cul-de-sac must be covered 100% by the City.

Notification:

Advertisements for bids were published in the Anoka Union Herald and in Finance & Commerce on March 29 and April 5, 2019, as required by State Statutes.

Observations/Alternatives:

Observations:

The engineer's estimate based on final plans was $60,765.70 (30.1%) less than the lowest bid. When preparing engineer's estimates, Staff applies unit bid prices from projects recently bid, typically within the last year or two, and adjusts unit prices based on any new information available. The intent is for the engineer's estimate to fall within the middle of all bids received. In recent years, this has generally been the norm. However, this year all bids received for both proposed 2019 street reconstruction projects were more than the engineer's estimate. This is primarily due to higher unit bid prices for mobilization ($18,000), bituminous pavement ($12,867), and concrete work ($8,262).

Other cities are also experiencing higher bid prices in these areas. As such, Staff does not recommend re-bidding with hopes of receiving better bids.

The proposed improvements are anticipated to have a serviceable life of 60 years, assuming proactive maintenance operations are performed on a regular basis over the life of the improvements.

Some properties may have private irrigation systems that could be impacted during construction. Staff will notify property owners in writing of the pending construction as far in advance of construction as possible to allow as much time as possible to relocate irrigation system components out of the construction area. Once the project is complete, property owners will be allowed to relocate irrigation system components to their previous locations, if desired. All costs required to relocate private irrigation system components will be the responsibility of the property owners, but if private irrigation systems are damaged due to negligence on the part of the City's contractor, the contractor will be responsible to repair the damage.

This is the final year of the 2015 - 2019 Street Reconstruction and Overlay Program (SROP). If this project is not completed in 2019, it could be added to the next 5-year SROP to allow reconstruction between 2020 and 2024 instead, though this would reduce the overall scope of pavement maintenance work that will be completed in 2019 since no new streets can be added to the current 5-year SROP.

This project, along with Improvement Project #19-03, were the first projects to be bid electronically through QuestCDN. Using electronic bids helps streamline the bidding process for both the City and the bidders. The new electronic bidding process went very smoothly and reduced the amount of time Staff normally spent opening and reading sealed paper bids aloud, and Staff did not field a single call from bidders inquiring about the bid results afterwards.

Alternatives:
Alternative #1 – Motion to adopt Resolution #19-113 accepting bids and awarding a contract for construction for Improvement Project #19-01, Ford Brook Estates Street Reconstructions, to Asphalt Surface Technologies for the base bid plus alternate bid in the amount of $262,503.25.

Alternative #2 – Motion to adopt Resolution #19-113 accepting bids and awarding a contract for construction for Improvement Project #19-01, Ford Brook Estates Street Reconstructions, to Asphalt Surface Technologies for the base bid only in the amount of $249,901.55.

Alternative #3 – Motion to deny adoption of Resolution #19-113 at this time.

Funding Source:
Project Costs
Construction and total project costs based on the lowest responsible bid received from Asphalt Surface Technologies of Saint Cloud, Minnesota, are as follows.

	Base	Alternate	Base + Alternate
Construction Costs	$249,901.55	$12,601.70	$262,503.25
Project Costs	$307,378.91	$15,500.09	$322,879.00

Project costs include 23% indirect costs for administrative (6%), engineering (15%), finance (1%), and legal (1%) costs.

Attached is a proposal from Bolton & Menk for construction staking services in the not-to-exceed amount of $4,060. With the recent retirement of the senior engineering technician, Staff no longer has the ability to stake construction so consultants will need to provide this service on all future public improvement projects. This cost is included under indirect costs for engineering.

Project Funding
This project is proposed to be funded using a combination of the following funds;

- Unexpended street reconstruction funds = $258,385.74*
- Special assessments = $31,359.20
- Storm sewer funds = $33,134.06

* After collecting assessments (bonds initially cover assessments).

Approximately $900,000 in unexpended Street Reconstruction Program funds are available to fund both street reconstruction projects. Bonding is therefore not required to pay for the 2019 street reconstruction projects.

Eight (8) benefiting properties will receive special benefit from the improvements and are proposed to be assessed up to 25-percent of eligible project costs. Eligible project costs include all costs except those related to subgrade corrections and public utility improvements. Assessments are proposed to be applied equally across the 8 assessable properties using the “per lot” assessment method as allowed by the adopted Special Assessments Policy.

A preliminary assessment amount of $3,919.90 per benefiting property was adopted by Council on November 13, 2018. Based on low bid project costs, assessments for benefiting parcels would increase to $6,635.80. Considering the significance of this increase, and considering that special assessments levied with the 2015 Jarvis Street reconstruction project, a similar rural road reconstruction project, were $4,500 per property, Staff believes it would make sense to keep assessments for benefiting properties below $4,500.

Final assessments will be adopted following the Assessment Hearing on October 8, 2019, after construction is complete and actual construction costs are known. Over the last four years, a special benefit consultation report has been prepared for all projects and the results of the report were used to help guide final assessment amounts.

However, this year Staff recommends not completing a special benefit consultation report for this project, which would cost around $6,500, and instead use these funds to offset the increased assessments.

The City will fund all non-assessed project costs, including the costs required to expand the cul-de-sac per the alternate bid.

Recommendation:

Staff recommends Alternative #1. This will allow the project to be constructed in 2019, will allow school buses to use the expanded cul-de-sac to pick up and drop off children living in the neighborhood, and will allow for the use of special assessments to pay up to 25% of eligible project costs per the applicable provisions of Chapter 8 of the City Charter, the City's Special Assessments Policy, and Minnesota Statute Chapter 429.

Staff does not recommend Alternative #2. This would result in school buses not being able to the use the reconstructed cul-de-sac to pick up and drop off children living in the neighborhood. An alternate bus pick up and drop off location would need to be selected, potentially on the opposing side of Highway 47.

Action:

Motion to adopt Resolution #19-113 accepting bids and awarding a contract for construction for Improvement Project #19-01, Ford Brook Estates Street Reconstructions, to Asphalt Surface Technologies for the base bid plus alternate bid in the amount of $262,503.25.

Attachments

Resolution 19-113
Project Location Map
Final Plans IP 19-01
BMI Staking Proposal
Project Scope Map
Street Summary Sheet

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Bruce Westby	05/09/2019 09:38 AM
Bruce Westby (Originator)	Bruce Westby	05/09/2019 09:41 AM
Kurt Ulrich	Kurt Ulrich	05/09/2019 11:42 AM
Form Started By: Bruce Westby		Started On: 05/06/2019 03:36 PM
Final Approval Date: 05/09/2019		

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

RESOLUTION #19-113

RESOLUTION ACCEPTING BIDS AND AWARDING CONTRACT FOR IMPROVEMENT PROJECT #19-01, FORD BROOK ESTATES STREET RECONSTRUCTION

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 up to 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, pursuant to Ramsey City Council Resolution #18-229, adopted November 13, 2018, the City Council conducted a Public Hearing, approved the Feasibility Report, and ordered the City Engineer to prepare plans and specifications for the making of such improvements; and

WHEREAS, pursuant to Ramsey City Council Resolution #19-079, adopted March 26, 2019, the City Council accepted final plans and specifications and authorized advertisements for bids for said improvements; and

WHEREAS, bids were advertised in the Anoka Union Herald and in Finance and Commerce on March 29 and April 5, 2019; and

WHEREAS, bids were received, opened, and tabulated on May 1, 2019, and the following bids were found to comply with the advertisement for bids; and

CONTRACTOR	BASE BID	ALTERNATE BID	TOTAL BID
Asphalt Surface Technologies	$249,901.55	$12,601.70	$262,503.25
Northwest	$299,982.36	$14,632.60	$314,614.96
Engineer's Estimate	*$190,942.75*	*$10,794.80*	*$201,737.55*

WHEREAS, the bid of Asphalt Surface Technologies of Saint Cloud, Minnesota, in the amount of $262,503.25 for the total bid for construction of the base bid improvements plus the alternate bid improvements in accordance with the approved plans and specifications and advertisement for bids, is the lowest responsible bidder and their bid shall be and hereby is accepted; and

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

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

1) The Mayor and City Administrator are hereby authorized and directed to enter into a contract with said bidder for the construction of said improvements for and on behalf of the City of Ramsey.

2) The City Administrator is hereby authorized and directed to return forthwith to all bidders the deposits made with their bids at such time that a contract has been executed.

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:

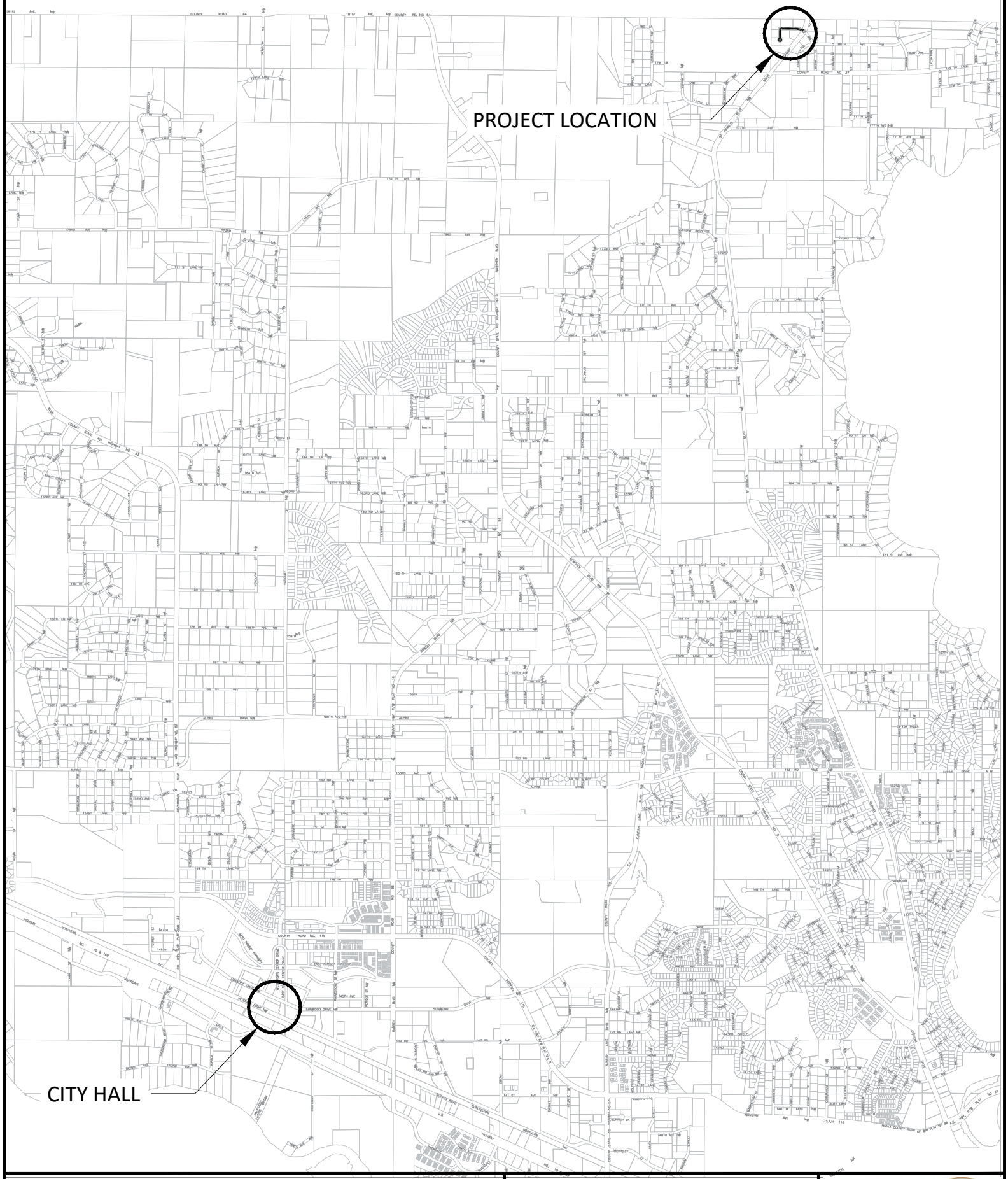
and the following were absent:

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 14th day of May, 2019.

_____
Mayor

ATTEST:

_____
City Clerk



FORD BROOK ESTATES
PROJECT LOCATION

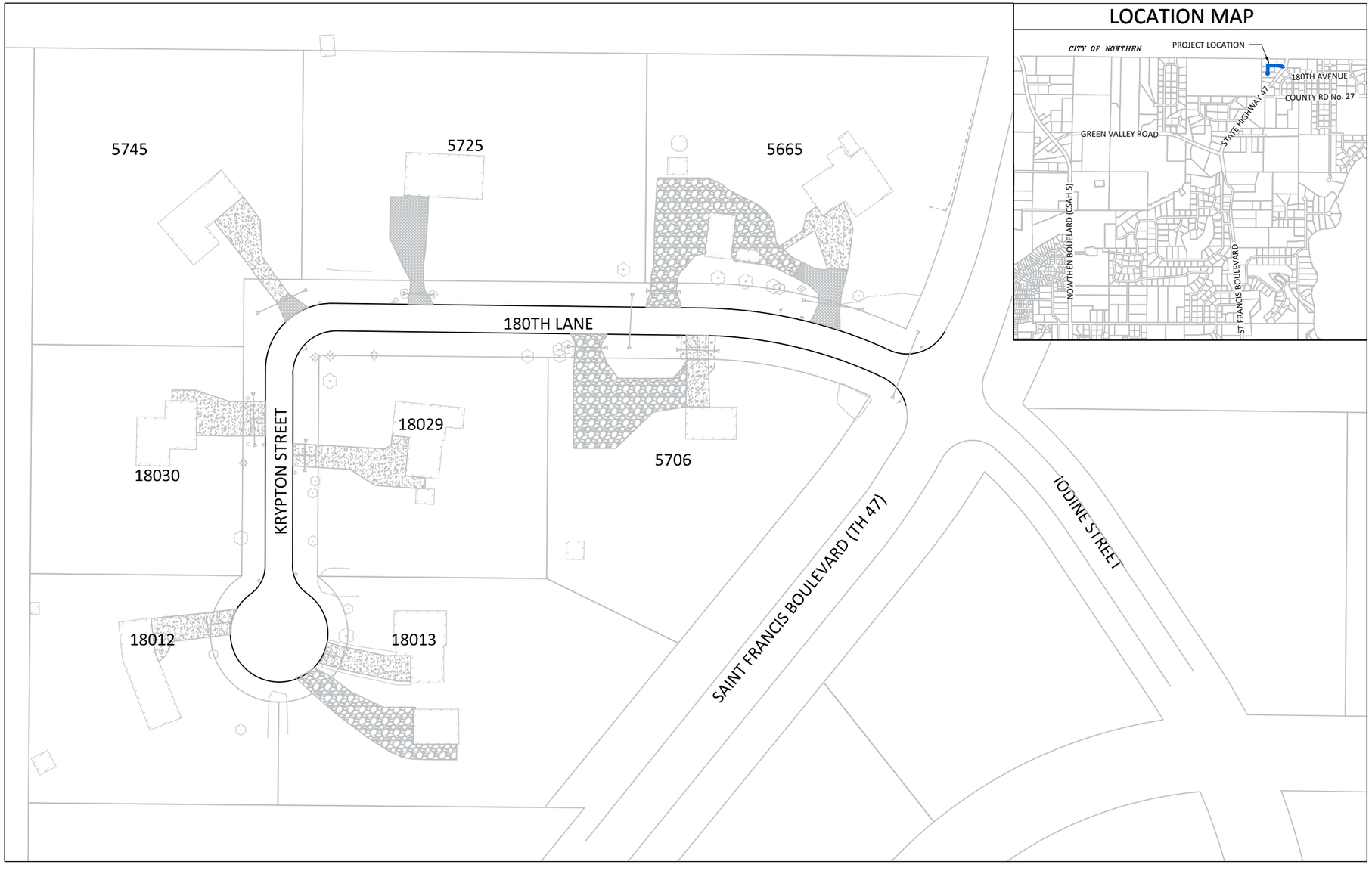
0 3000 6000 9000

SCALE (FEET)

N

City of RAMSEY

CITY OF RAMSEY
FORD BROOK ESTATES STREET RECONSTRUCTIONS
CITY IMPROVEMENT PROJECT NO. 19-01



LOCATION MAP

GOVERNING SPECIFICATIONS

THE 2018 EDITION OF THE MINNESOTA DEPARTMENT OF TRANSPORTATION "STANDARD SPECIFICATIONS FOR CONSTRUCTION" SHALL GOVERN.

ALL FEDERAL, STATE AND LOCAL LAWS, REGULATIONS AND ORDINANCES SHALL BE COMPLIED WITH IN THE CONSTRUCTION OF THIS PROJECT.

ALL TRAFFIC CONTROL DEVICES AND SIGNING SHALL CONFORM TO THE MINNESOTA MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES, INCLUDING THE FIELD MANUAL FOR TEMPORARY TRAFFIC CONTROL ZONE LAYOUTS.

SHEET INDEX

THIS PLAN CONTAINS 19 SHEETS

SHEET No.	DESCRIPTION
1	TITLE SHEET
2	STATEMENT OF ESTIMATED QUANTITIES
3	TYPICAL SECTION
4	DETAILS
5	EXISTING CONDITIONS AND REMOVALS
6	EROSION CONTROL
7	ALIGNMENT LAYOUT
8	STREET AND STORM SEWER - KRYPTON STREET
9	STREET AND STORM SEWER - 180TH LANE
10	ALT A - KRYPTON STREET CUL-DE-SAC
11	RESTORATION
12	CROSS SECTIONS - KRYPTON STREET CUL-DE-SAC
13	CROSS SECTIONS - STA. 0+50 TO 2+00
14	CROSS SECTIONS - STA. 2+50 TO 4+00
15	CROSS SECTIONS - STA. 4+50 TO 6+00
16	CROSS SECTIONS - STA. 6+15 TO 8+01
17 - 18	SWPPP - NOTES
19	SWPPP - SITE PLAN

LEGEND

	LIGHT POLE		EASEMENT
	TREE		RIGHT OF WAY
	TREE	E	ELECTRIC
	SHRUB	OE	OVERHEAD ELECTRIC
	SIGN	G	GAS
	VALVE	T	TELECOMMUNICATIONS
PED	UTILITY PEDESTAL	>>	STORM SEWER
HH	HAND HOLE	>	SANITARY SEWER
	REMOVE TREE	|	WATERMAIN
	3'X2' CATCH BASIN		SAWCUT PAVEMENT
	MANHOLE		TREE LINE
	INLET PROTECTION	0	FENCE
	HYDRANT		LANDSCAPING
	VALVE		RETAINING WALL
			5' CONTOUR LINE
			1' CONTOUR LINE
			SILT FENCE
			REMOVE BITUMINOUS PAVEMENT
			SODDING TYPE LAWN
			CONCRETE PAVEMENT
			BITUMINOUS PAVEMENT
			GRAVEL SURFACE
			MILL BITUMINOUS PAVEMENT

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

BRUCE WESTBY, P.E.
RAMSEY CITY ENGINEER

40116 LIC. NO.

DATE 4/8/19

DATE	REVISION

SHEET 1 OF 19 SHEETS

0 50 100 150
SCALE (FEET)

N

City of RAMSEY

CITY OF RAMSEY
7550 SUNWOOD DRIVE
RAMSEY, MN 55303
(763) 427-1410 FAX (763) 433-9898

THE SUBSURFACE UTILITY INFORMATION IN THIS PLAN IS UTILITY QUALITY LEVEL D. THIS QUALITY LEVEL WAS DETERMINED ACCORDING TO THE GUIDELINES OF CI/ASCE 38-02, ENTITLED "STANDARD GUIDELINES FOR THE COLLECTION AND DEPICTION OF EXISTING SUBSURFACE UTILITY DATA."

NOTE: EXISTING UTILITY INFORMATION SHOWN ON THIS PLAN HAS BEEN PROVIDED BY THE UTILITY OWNER. THE CONTRACTOR SHALL FIELD VERIFY EXACT LOCATIONS PRIOR TO COMMENCING CONSTRUCTION AS REQUIRED BY STATE LAW. NOTIFY GOPHER STATE ONE CALL 1-800-252-1166 OR 651-454-0002

GSOC

Call before you dig
811
651 454-0002 Metro
800 252-1166 Outstate
www.gopherstateonecall.org

Apr 09, 2019 - 7:31am
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19-01 FORD BROOK ESTATES STREET RECONSTRUCTIONS					
STATEMENT OF ESTIMATED QUANTITIES					
PAGE No.	NOTE	MNDOT No.	DESCRIPTION	UNIT	ESTIMATED QUANTITY
		2021.501	MOBILIZATION	LS	1
5	1	2101.502	CLEARING TREE	TREE	4
5	1	2101.507	GRUBBING TREE	TREE	4
5	1	2104.501	REMOVE PIPE CULVERTS	LF	142
5	1	2104.503	REMOVE CONCRETE PAVEMENT - DRIVEWAYS	SF	1,370
5	1	2104.505	REMOVE BITUMINOUS PAVEMENT - DRIVEWAYS	SY	87
5	1	2104.505	REMOVE BITUMINOUS PAVEMENT - ROADWAY	SY	2,641
5	1	2104.505	REMOVE GRAVEL PAVEMENT - DRIVEWAYS	SY	117
5	1	2104.507	SUBGRADE EXCAVATION, REMOVE UNSUITABLE MATERIAL (EV)	CY	2,097
5	1	2104.511	SAWING CONCRETE PAVEMENT - FULL DEPTH	LF	110
5	1	2104.513	SAWING BITUMINOUS PAVEMENT - FULL DEPTH	LF	113
5	1	2104.521	SALVAGE AND INSTALL RETAINING WALL	LF	52
5	5, 1	2104.523	SALVAGE AND INSTALL MAIL BOX SUPPORT	EA	8
5		2104.523	TEMPORARY MAIL BOX CLUSTER	EA	1
12 - 16	2	2105.501	COMMON EXCAVATION (EV)	CY	175
8 - 9	2	2105.522	SELECT GRANULAR BORROW (CV)	CY	2,430
8 - 9		2105.604	GEOTEXTILE FABRIC TYPE V	SY	3,036
8 - 9		2112.501	SUBGRADE PREPARATION	RDST	8
11	2	2118.502	AGGREGATE SURFACING, CLASS 5 MODIFIED (LV) - DRIVEWAYS	CY	16
8 - 9		2130.501	WATER	MGAL	16
8 - 9		2211.503	AGGREGATE BASE CLASS 5 MODIFIED (CV)	CY	380
5	1	2232.501	MILL BITUMINOUS PAVEMENT (1.5")	SY	126
11	3	2357.502	BITUMINOUS MATERIAL FOR TACK COAT	GAL	200
11	4	2360.501	TYPE SP 9.5 WEARING COURSE MIXTURE (SPWEA340C) (1.5")	TON	230
11	4	2360.501	TYPE SP 9.5 WEARING COURSE MIXTURE (SPWEA340C) DRIVEWAYS (2.0")	TON	10
11	4	2360.502	TYPE SP 12.5 NON WEARING COURSE MIXTURE (SPNWB330C) (2.0")	TON	302
9		2501.511	15" CS PIPE CULVERT	LF	127
9		2501.515	15" CS PIPE APRON	EA	8
8 - 9		2501.602	CLEAN PIPE CULVERT	EA	5
8 - 9		2502.541	4" PERF. PIPE DRAIN	LF	721
9		2506.501	CONSTUCT DRAINAGE STRUCTURE DESIGN 48-4020	LF	5.3
9		2506.516	FURNISH & INSTALL CASTING ASSEMBLY - STORM	EA	1
9		2506.522	ADJUST FRAME & RING CASTING	EA	1
11		2531.507	6" CONCRETE DRIVEWAY PAVEMENT	SF	1,377
5, 11		2540.601	LANDSCAPE RESTORATION	LS	1
	6	2563.601	TRAFFIC CONTROL	LS	1
6		2572.501	TREE PROTECTION FENCE	LF	155
6		2573.502	SILT FENCE, TYPE MS	LF	220
6		2573.530	STORM DRAIN INLET PROTECTION - MANHOLE	EA	1
6		2573.530	STORM DRAIN INLET PROTECTION - CULVERT	EA	20
11		2574.508	FERTILIZER TYPE 3	LBS	52
11		2574.525	TOPSOIL (LV)	CY	173
11		2575.501	HYDROSEEDING	ACRE	0.52
11		2575.502	SEED MIXTURE 25-151	LBS	63
11		2575.505	SODDING TYPE LAWN	SY	83
11		2575.562	HYDRAULIC MATRIX TYPE MULCH	LBS	1,040
ALT A: KRYPTON STREET CUL-DE-SAC (100' DIAMETER)					
PAGE No.	NOTE	MNDOT No.	DESCRIPTION	UNIT	ESTIMATED QUANTITY
10	1	2101.502	CLEARING TREE	TREE	1
10	1	2101.507	GRUBBING TREE	TREE	1
10	1	2104.503	REMOVE CONCRETE PAVEMENT - DRIVEWAYS	SF	208
10	1	2104.507	SUBGRADE EXCAVATION, REMOVE UNSUITABLE MATERIAL (EV)	CY	160
10	2	2105.501	COMMON EXCAVATION (EV)	CY	10
10	2	2105.522	SELECT GRANULAR BORROW (CV)	CY	192
10		2105.604	GEOTEXTILE FABRIC TYPE V	SY	240
10	2	2211.503	AGGREGATE BASE CLASS 5 MODIFIED (CV)	CY	32
10	3	2357.502	BITUMINOUS MATERIAL FOR TACK COAT	GAL	17
10	4	2360.501	TYPE SP 9.5 WEARING COURSE MIXTURE (SPWEA340C) (1.5")	TON	20
10	4	2360.502	TYPE SP 12.5 NON WEARING COURSE MIXTURE (SPNWB330C) (2.0")	TON	26
10		2571.502	DECIDUOUS TREE 2.5" CAL. BR	EA	1

PAY ITEM NOTES:

1. REMOVAL LIMITS SHALL BE MARKED IN THE FIELD BY CITY STAFF.
2. EV TO CV CONVERSION FACTOR = 1.2.
3. ESTIMATED QUANTITY BASED ON APPLICATION RATE OF 0.07 GAL/SY.
4. ESTIMATED QUANTITY BASED ON APPLICATION RATE OF 110 LB/SY-IN.
5. PAY ITEM INCLUDES ALL EXISTING MAILBOX SUPPORTS, REGARDLESS OF MATERIAL(S), SIZE, FOOTING TYPE, LOCATION, OR EXISTING ELECTRICAL SERVICE.
6. LUMP SUM QUANTITY SHALL INCLUDE ALL COST REQUIRED FOR MAINTAINING ALL FLAGGING OPERATIONS AS NECESSARY, MAINTAINING PEDESTRIAN ACCESS ROUTES, ANY SIGNAGE AND BARRICADES AS NECESSARY.

GENERAL NOTES:

1. THE LOCATIONS OF EXISTING UNDERGROUND UTILITIES ARE SHOWN IN AN APPROXIMATE WAY ONLY. IT IS NOT GUARANTEED ANY OR ALL EXISTING UTILITIES ARE SHOWN. THE CONTRACTOR SHALL DETERMINE THE EXACT LOCATION OF ALL EXISTING UTILITIES BEFORE COMMENCING WORK. HE AGREES TO BE FULLY RESPONSIBLE FOR ANY AND ALL DAMAGES WHICH MIGHT BE OCCASIONED BY HIS FAILURE TO EXACTLY LOCATE AND PRESERVE ANY AND ALL UNDERGROUND UTILITIES.
2. THE CONTRACTOR SHALL DETERMINE THE EXACT LOCATION OF ALL EXISTING IRRIGATION SYSTEMS WITHIN THE PROJECT CONSTRUCTION LIMITS BEFORE COMMENCING WORK. THE CONTRACTOR IS RESPONSIBLE FOR AVOIDING DAMAGE TO IRRIGATION SYSTEMS WHERE POSSIBLE.
3. SALVAGE AND INSTALL MAILBOX SUPPORTS IN THE SAME LOCATION, UNLESS OTHERWISE DIRECTED. THE INSTALLATION WILL BE THE SAME TYPE AS ORIGINAL INSTALLATION. CONTRACTOR SHALL BE RESPONSIBLE FOR REPLACING MAILBOX SUPPORTS WHICH ARE DAMAGED DURING SALVAGE AND/OR INSTALLATION UNLESS CONTRACTOR NOTIFIES CITY OF DAMAGED MAILBOX SUPPORTS BEFORE SALVAGE OPERATIONS BEGIN. SALVAGED MAILBOX SUPPORTS SHALL BE STORED BY CONTRACTOR DURING PROJECT.

DATE	REVISION

Apr 09, 2019 - 11:40am
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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 Professional Engineer under the laws of the State of Minnesota

BRUCE WESTBY
Date 4/8/19 Lic. No. 40116

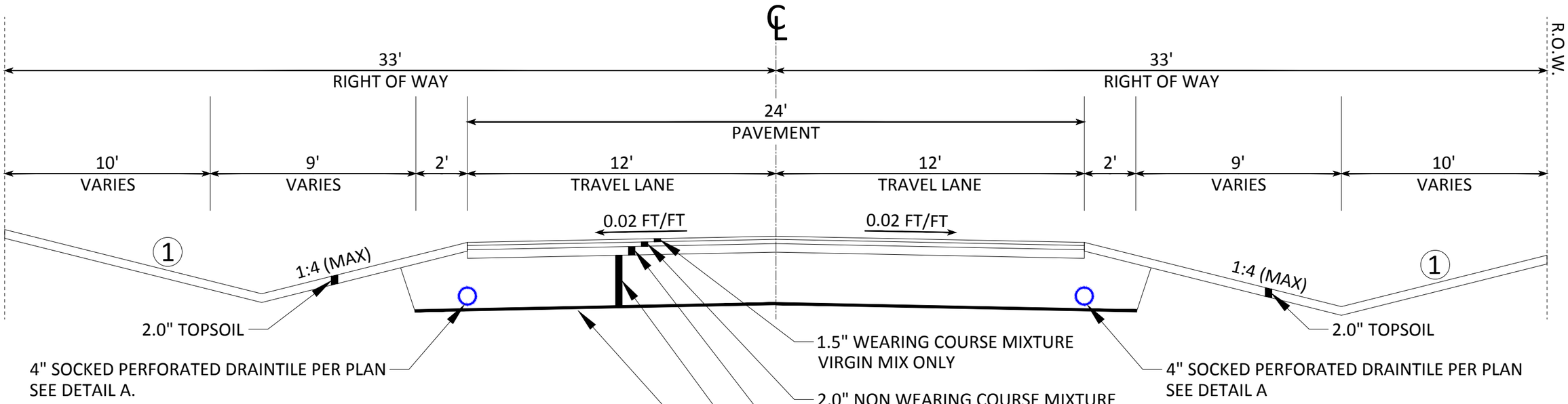
DESIGNED BY:	JJF	
DRAWN BY:	JJF	DATE: 4/8/19
CHECKED BY:	BRW	FILE No. 19-01

CITY OF RAMSEY
7550 SUNWOOD DRIVE
RAMSEY, MN 55303
(763) 427-1410 FAX (763) 433-9898

STATEMENT OF ESTIMATED QUANTITIES

FORD BROOK ESTATES STREET RECONSTRUCTIONS
CITY PROJECT NO. 19-01
CITY OF RAMSEY, MINNESOTA

180th Lane & Krypton Street Typical Section

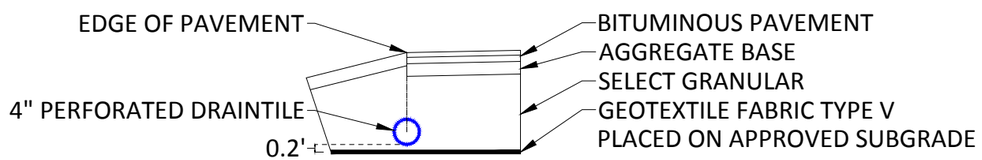


REFERENCE NOTES:

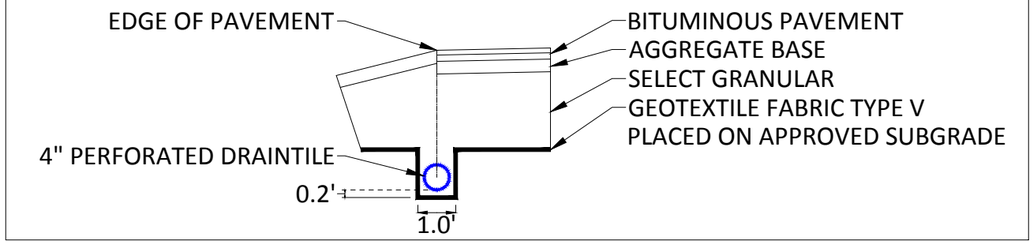
① GRADE TO MATCH EXISTING GROUND. ESTABLISH TURF USING A MINIMUM OF 2" TOPSOIL AND HYDROSEED WITH MNDOT SEED MIXTURE 25-151.

DETAIL A: DRAINTILE INSTALLATION

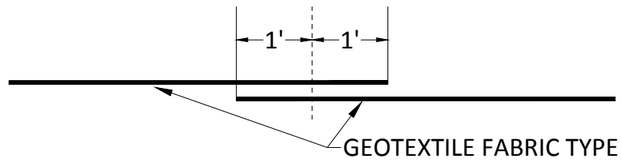
TYPICAL DRAINTILE INSTALLATION



DRAINTILE INSTALLATION: DRAINTILE BELOW SELECT GRANULAR GRADE



DETAIL B: GEOTEXTILE FABRIC SEAM



1. GEOTEXTILE FABRIC SHALL BE OVERLAPPED 2-FEET AS SHOWN.
2. THE GEOTEXTILE FABRIC MUST BE SECURED SO THAT IT IS NOT DISPLACED DURING SUBSEQUENT CONSTRUCTION. NO TRAFFIC OR CONSTRUCTION EQUIPMENT IS TO OPERATE DIRECTLY ON THE FABRIC, 1-FOOT OF SELECT GRANULAR FILL MUST BE PLACED FIRST.
3. MEASUREMENT FOR PAYMENT DOES NOT INCLUDE ALLOWANCE FOR SEAMS OR OVERLAPS.

TABLE A
MODIFIED CLASS 5 SPECIFICATIONS

	% PASSING
1"	100
3/4"	90 – 100
3/8"	50 – 80
No.4	35 – 70
No.10	20 – 60
No.40	10 – 35
No.200	5 – 10

NOTES:
1. THE AGGREGATE BASE CONSTRUCTION WILL BE ACCEPTED FOR PAYMENT IN ACCORDANCE WITH THE PROVISIONS IN TABLE A.
2. IF THE AGGREGATE BASE FAILS TO MEET THE REQUIREMENTS OF TABLE A THE MATERIAL CAN BE CORRECTED IN PLACE OR REMOVED AND REPLACED WITH MATERIAL THAT MEET THE REQUIREMENTS OF TABLE A.
3. IN THE EVENT THAT RECYCLED MATERIAL IS USE IT MUST MEET MNDOT REQUIREMENTS FOR RECYCLED BASE.

APPROVED: 2 - 2003

City of RAMSEY

STANDARD DETAILS: MODIFIED CLASS 5 SPECIFICATIONS

CITY PLATE No. STR-26

DATE	REVISION

Apr 09, 2019 - 7:32am
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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 Professional Engineer under the laws of the State of Minnesota

BRUCE WESTBY
Date 4/8/19 Lic. No. 40116

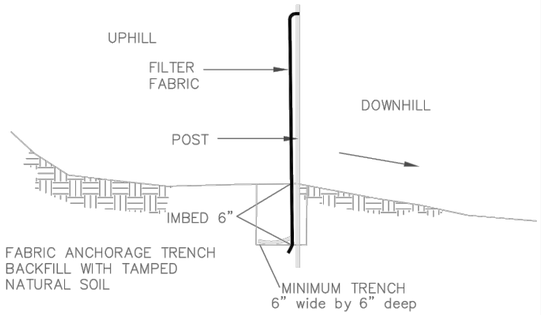
DESIGNED BY:	JJF	
DRAWN BY:	JJF	DATE: 4/8/19
CHECKED BY:	BRW	FILE No. 19-01

City of RAMSEY

CITY OF RAMSEY
7550 SUNWOOD DRIVE
RAMSEY, MN 55303
(763) 427-1410 FAX (763) 433-9898

TYPICAL SECTION

FORD BROOK ESTATES STREET RECONSTRUCTIONS
CITY PROJECT NO. 19-01
CITY OF RAMSEY, MINNESOTA

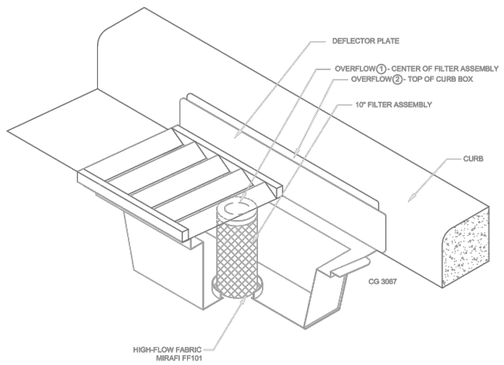


INSTALL AS PER FILTER FABRIC MANUFACTURER'S RECOMMENDATIONS

SILT FENCE DETAIL

NO SCALE

APPROVED: 1 – 2016	City of RAMSEY	STANDARD DETAILS: SILT FENCE
		CITY PLATE No. ERO–1

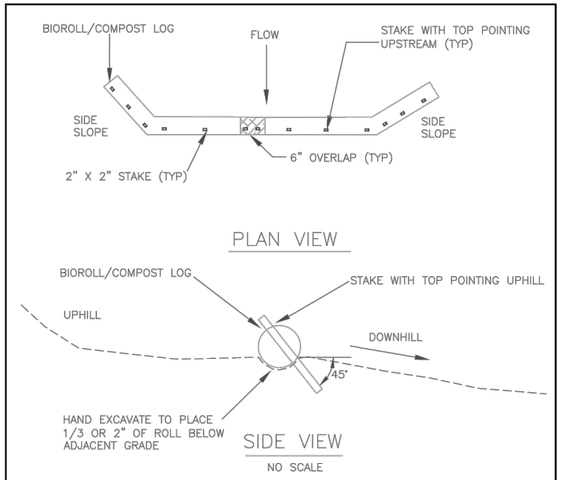


INLET PROTECTION – WIMCO OR EQUAL

N.T.S.

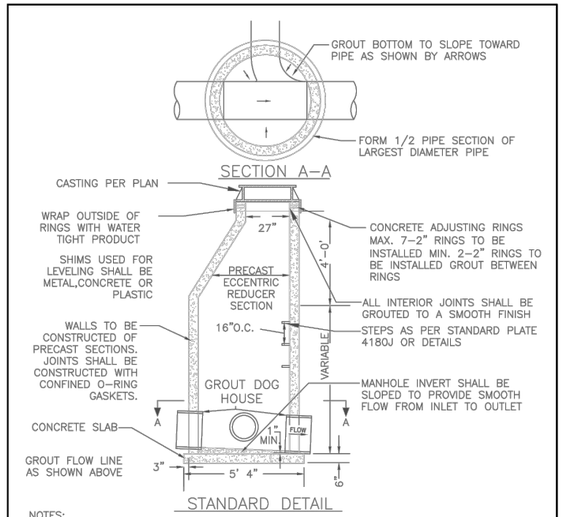
NOTE:
THIS INLET PROTECTION SHALL BE USED IMMEDIATELY FOLLOWING CURB & GUTTER CONSTRUCTION. INLET PROTECTION SHALL REMAIN INSTALLED AND MAINTAINTED UNTIL ALL HOME CONSTRUCTION IS COMPLETE.

APPROVED: 1 – 2016	City of RAMSEY	STANDARD DETAILS: INLET PROTECTION
		CITY PLATE No. ERO–2



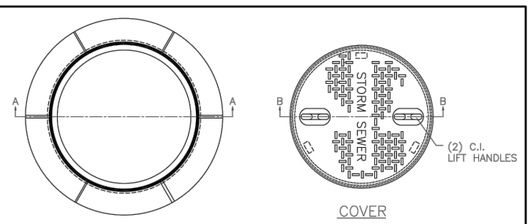
NOTE:
STAKE INTO GROUND WITH WOOD STAKES DRIVING STAKE 6" INTO GROUND AND PROTRUDING 2" ABOVE LOG
WOOD STAKES ARE A MINIMUM 0.5" X 2" X 16" AND PLACED EVERY 1' UNLESS PRECLUDED BY A ROCK
WHEN MORE THAN 1 BIOROLL/COMPOST LOG IS NEEDED, OVERLAP ENDS A MINIMUM OF 6" AND STAKE
WOOD STAKES ARE DRIVEN THROUGH BACK HALF OF BIOROLL OR COMPOST LOG AT 45° ANGLE WITH TOP OF STAKE POINTING UPHILL

APPROVED: 3 – 2016	City of RAMSEY	STANDARD DETAILS: BIO ROLL (COMPOST LOG)
		CITY PLATE No. ERO–4



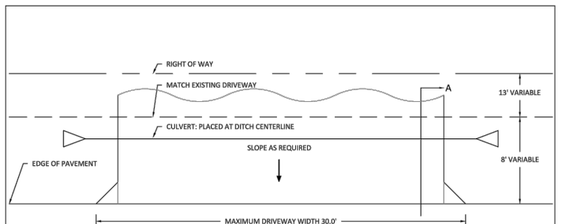
NOTES:
1. MANHOLE INVERT SHALL SLOPED TO PROVIDE A SMOOTH FLOW FROM INLET TO OUTLET
2. INSPECTION OF MANHOLE REQUIRED BEFORE BACKFILLING
3. ALL INLET INVERTS TO BE 0.10 ABOVE OUTLET INVERTS UNLESS OTHERWISE NOTED
4. A 10 GAUGE SOLID COPPER TRACER WIRE IS REQUIRED WITH ALL STORM LINES.
5. CONDUCTIVITY 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



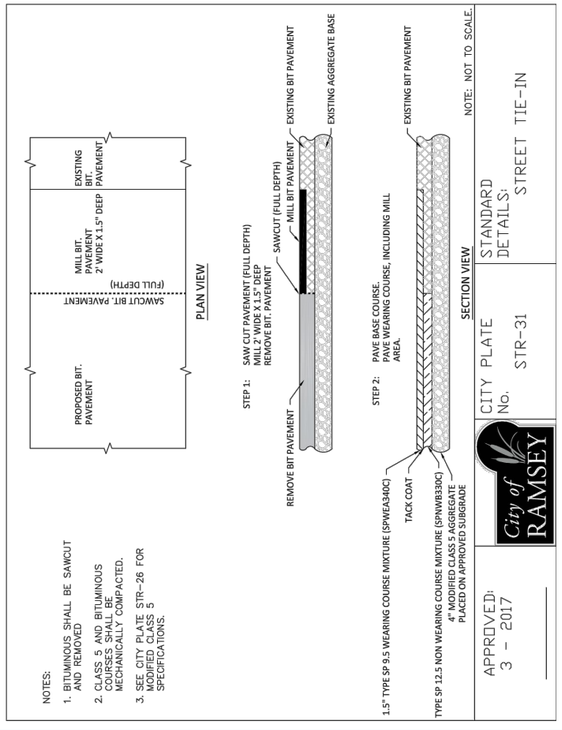
NOTE: NOT TO SCALE

APPROVED: 2 – 2019	City of RAMSEY	STANDARD DETAILS: WATER TIGHT CASTING
		CITY PLATE No. STO–14



NOTES:
1. PANEL WIDTH SHALL NOT EXCEED 10 FT. WITHOUT A CENTERLINE CONSTRUCTION JOINT.
2. CONCRETE DRIVEWAY TO BE ONE COURSE CONCRETE PAVEMENT. (SEE SPECIAL PROVISIONS FOR CLASS OF CONCRETE.)
3. CONCRETE DRIVEWAYS TO BE 6" THICK.
4. ½" EXPANSION JOINT, ½" PREFORMED JOINT FILLER MATERIAL, AASHTO M 213 (REQUIRED WHEN 2 CONCRETE AREAS ARE POURED SEPERATELY.)
5. BITUMINOUS DRIVEWAYS MINIMUM 2" THICK, MATCH EXISTING BITUMINOUS PAVEMENT THICKNESS.
6. GRAVEL DRIVEWAYS USE MODIFIED BASE PER CITY PLATE STR-26, UNLESS SPECIFIED ELSEWHERE.
7. CULVERTS ARE REQUIRED TO BE MINIMUM 15" DIAMETER, REINFORCED CONCRETE PIPE OR CORRUGATED METAL PIPE.
8. PLACE CULVERT AT THE DITCH CENTERLINE AND AS PER PLAN.
9. CULVERTS MUST BE PLACED FAR ENOUGH FROM DRIVEWAY PAVEMENT EDGE FOR MAX 1:3 GRADING SLOPE.

APPROVED: 2 – 2019	City of RAMSEY	STANDARD DETAILS: RESIDENTIAL DRIVEWAY – URBAN SECTION
		CITY PLATE No. STR–33

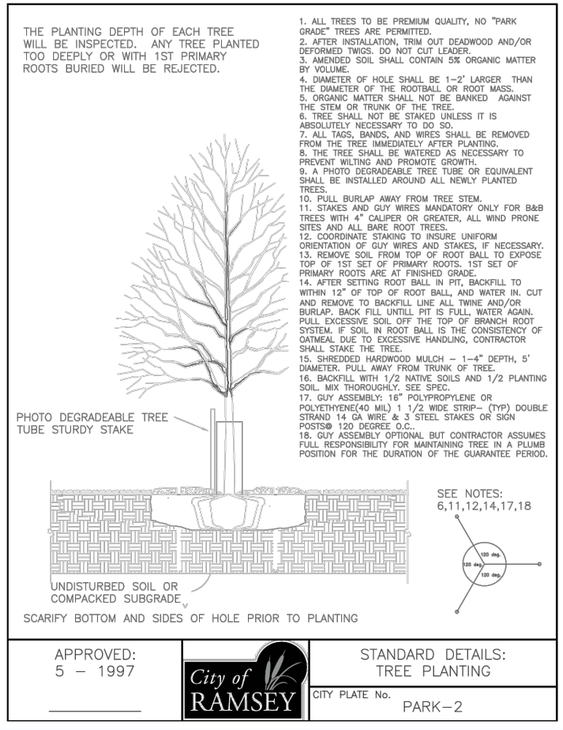


NOTES:
1. BITUMINOUS SHALL BE SAWCUT AND REMOVED
2. CLASS 5 AND BITUMINOUS COURSES SHALL BE MECHANICALLY COMPACTED.
3. SEE CITY PLATE STR–26 FOR MODIFIED CLASS 5 SPECIFICATIONS.

STANDARD DETAILS: STREET TIE–IN

CITY PLATE No. STR–31

APPROVED: 3 – 2017



1. ALL TREES TO BE PREMIUM QUALITY, NO "PARK GRADE" TREES ARE PERMITTED.
2. AFTER INSTALLATION, TRIM OUT DEADWOOD AND/OR DEFORMED TWIGS. DO NOT CUT LEADER.
3. AMENDED SOIL SHALL CONTAIN 5% ORGANIC MATTER BY VOLUME.
4. DIAMETER OF HOLE SHALL BE 1–2' LARGER THAN THE DIAMETER OF THE ROOTBALL OR ROOT MASS.
5. ORGANIC MATTER SHALL NOT BE BANKED AGAINST THE STEM OR TRUNK OF THE TREE.
6. TREE SHALL NOT BE STAKED UNLESS IT IS ABSOLUTELY NECESSARY TO DO SO.
7. ALL TAGS, BANDS, AND WIRES SHALL BE REMOVED FROM THE TREE IMMEDIATELY AFTER PLANTING.
8. THE TREE SHALL BE WATERED AS NECESSARY TO PREVENT WILTING AND PROMOTE GROWTH.
9. A PHOTO DEGRADEABLE TREE TUBE OR EQUIVALENT SHALL BE INSTALLED AROUND ALL NEWLY PLANTED TREES.
10. PULL BURLAP AWAY FROM TREE STEM.
11. STAKES AND GUY WIRES MANDATORY ONLY FOR B&B TREES WITH 4" CALIPER OR GREATER, ALL WIND PRONE SITES AND ALL BARE ROOT TREES.
12. COORDINATE STAKING TO INSURE UNIFORM ORIENTATION OF GUY WIRES AND STAKES, IF NECESSARY.
13. REMOVE SOIL FROM TOP OF ROOT BALL TO EXPOSE TOP OF 1ST SET OF PRIMARY ROOTS. 1ST SET OF PRIMARY ROOTS ARE AT FINISHED GRADE.
14. AFTER SETTING ROOT BALL IN PIT, BACKFILL TO WITHIN 12" OF TOP OF ROOT BALL, AND WATER IN. CUT AND REMOVE TO BACKFILL LINE ALL TWINE AND/OR BURLAP. BACK FILL UNTILL PIT IS FULL, WATER AGAIN. PULL EXCESSIVE SOIL OFF THE TOP OF BRANCH ROOT SYSTEM. IF SOIL IN ROOT BALL IS THE CONSISTENCY OF OATMEAL DUE TO EXCESSIVE HANDLING, CONTRACTOR SHALL STAKE THE TREE.
15. SHREDDED HARDWOOD MULCH – 1–4" DEPTH, 5' DIAMETER. PULL AWAY FROM TRUNK OF TREE.
16. BACKFILL WITH 1/2 NATIVE SOILS AND 1/2 PLANTING SOIL. MIX THOROUGHLY. SEE SPEC.
17. GUY ASSEMBLY: 16" POLYPROPYLENE OR POLYETHYENE(40 MIL) 1 1/2 WIDE STRIP– (TYP) DOUBLE STRAND 14 GA WIRE & 3 STEEL STAKES OR SIGN POSTS@ 120 DEGREE O.C.,
18. GUY ASSEMBLY OPTIONAL BUT CONTRACTOR ASSUMES FULL RESPONSIBILITY FOR MAINTAINING TREE IN A PLUMB POSITION FOR THE DURATION OF THE GUARANTEE PERIOD.

APPROVED: 5 – 1997	City of RAMSEY	STANDARD DETAILS: TREE PLANTING
		CITY PLATE No. PARK–2

DATE	REVISION

Apr 09, 2019 - 7:33am
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BRUCE WESTBY
Date 4/8/19 Lic. No. 40116

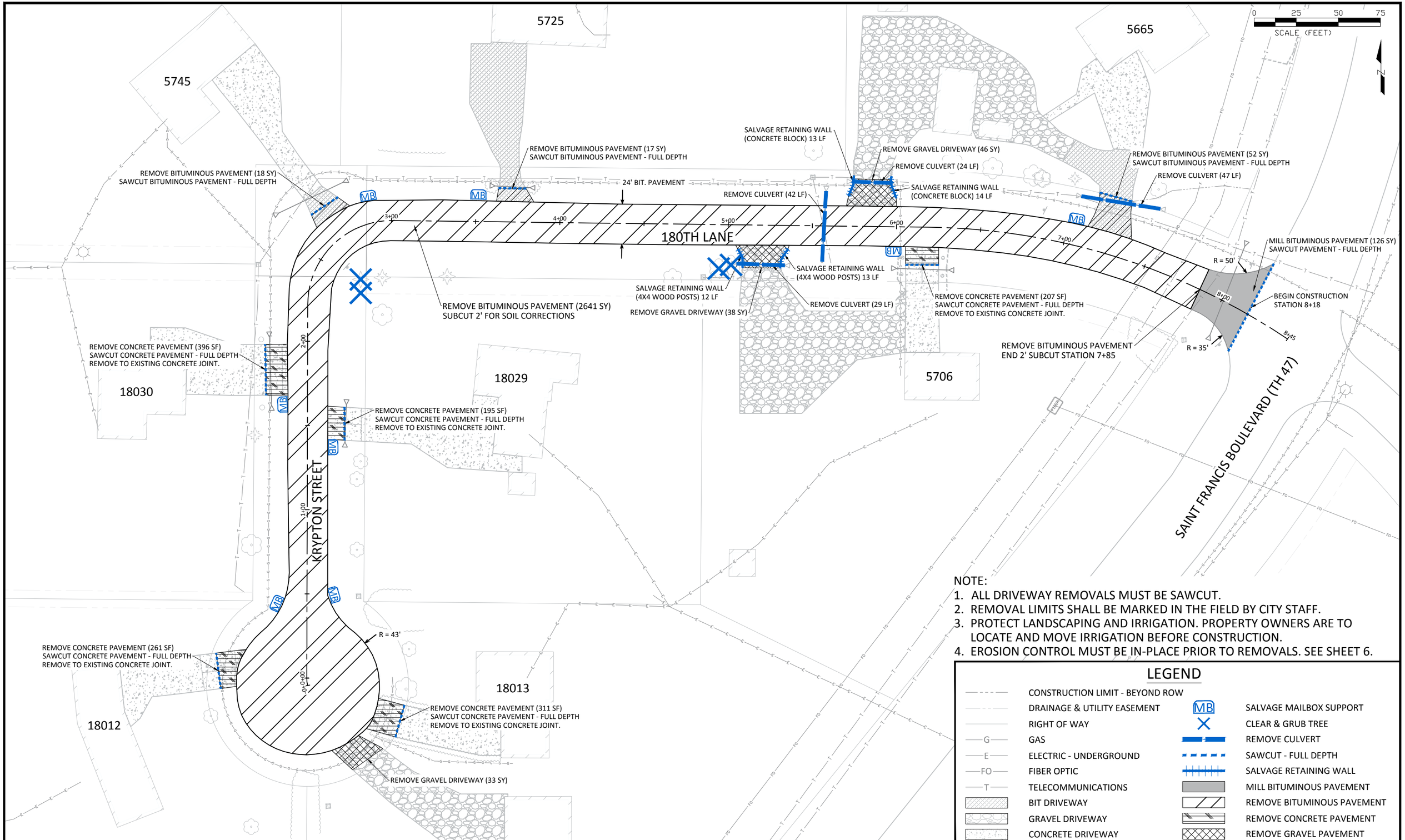
DESIGNED BY:	JJF	
DRAWN BY:	JJF	DATE: 4/8/19
CHECKED BY:	BRW	FILE No. 19-01

City of RAMSEY
CITY OF RAMSEY
7550 SUNWOOD DRIVE
RAMSEY, MN 55303
(763) 427-1410 FAX (763) 433-9898

DETAILS

FORD BROOK ESTATES STREET RECONSTRUCTIONS
CITY PROJECT NO. 19-01
CITY OF RAMSEY, MINNESOTA

SHEET 4 OF 19 SHEETS



NOTE:

1. ALL DRIVEWAY REMOVALS MUST BE SAWCUT.
2. REMOVAL LIMITS SHALL BE MARKED IN THE FIELD BY CITY STAFF.
3. PROTECT LANDSCAPING AND IRRIGATION. PROPERTY OWNERS ARE TO LOCATE AND MOVE IRRIGATION BEFORE CONSTRUCTION.
4. EROSION CONTROL MUST BE IN-PLACE PRIOR TO REMOVALS. SEE SHEET 6.

LEGEND

CONSTRUCTION LIMIT - BEYOND ROW	SALVAGE MAILBOX SUPPORT
DRAINAGE & UTILITY EASEMENT	CLEAR & GRUB TREE
RIGHT OF WAY	REMOVE CULVERT
GAS	SAWCUT - FULL DEPTH
ELECTRIC - UNDERGROUND	SALVAGE RETAINING WALL
FIBER OPTIC	MILL BITUMINOUS PAVEMENT
TELECOMMUNICATIONS	REMOVE BITUMINOUS PAVEMENT
BIT DRIVEWAY	REMOVE CONCRETE PAVEMENT
GRAVEL DRIVEWAY	REMOVE GRAVEL PAVEMENT
CONCRETE DRIVEWAY	

DATE	REVISION

Apr 09, 2019 - 1:43pm
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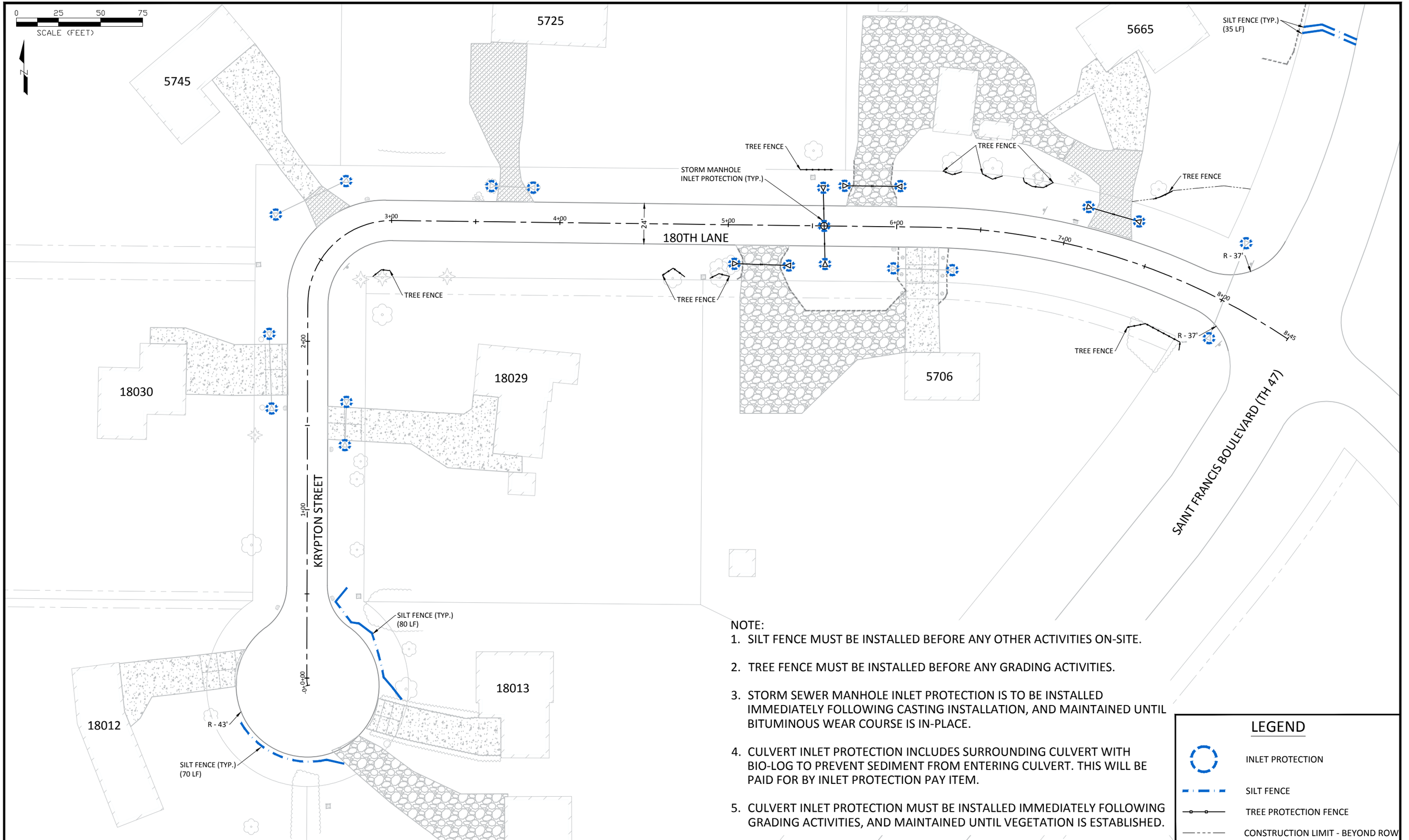
BRUCE WESTBY
Date 4/8/19 Lic. No. 40116

DESIGNED BY:	JJF		
DRAWN BY:	JJF	DATE:	4/8/19
CHECKED BY:	BRW	FILE No.	19-01

City of RAMSEY
CITY OF RAMSEY
7550 SUNWOOD DRIVE
RAMSEY, MN 55303
(763) 427-1410 FAX (763) 433-9898

EXISTING CONDITIONS AND REMOVALS

FORD BROOK ESTATES STREET RECONSTRUCTIONS
CITY PROJECT NO. 19-01
CITY OF RAMSEY, MINNESOTA



NOTE:

1. SILT FENCE MUST BE INSTALLED BEFORE ANY OTHER ACTIVITIES ON-SITE.
2. TREE FENCE MUST BE INSTALLED BEFORE ANY GRADING ACTIVITIES.
3. STORM SEWER MANHOLE INLET PROTECTION IS TO BE INSTALLED IMMEDIATELY FOLLOWING CASTING INSTALLATION, AND MAINTAINED UNTIL BITUMINOUS WEAR COURSE IS IN-PLACE.
4. CULVERT INLET PROTECTION INCLUDES SURROUNDING CULVERT WITH BIO-LOG TO PREVENT SEDIMENT FROM ENTERING CULVERT. THIS WILL BE PAID FOR BY INLET PROTECTION PAY ITEM.
5. CULVERT INLET PROTECTION MUST BE INSTALLED IMMEDIATELY FOLLOWING GRADING ACTIVITIES, AND MAINTAINED UNTIL VEGETATION IS ESTABLISHED.

LEGEND

- INLET PROTECTION
- SILT FENCE
- TREE PROTECTION FENCE
- CONSTRUCTION LIMIT - BEYOND ROW

DATE	REVISION

Apr 09, 2019 - 1:44pm
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BRUCE WESTBY
Date 4/8/19 Lic. No. 40116

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DRAWN BY:	JJF	DATE:	4/8/19
CHECKED BY:	BRW	FILE No.	19-01

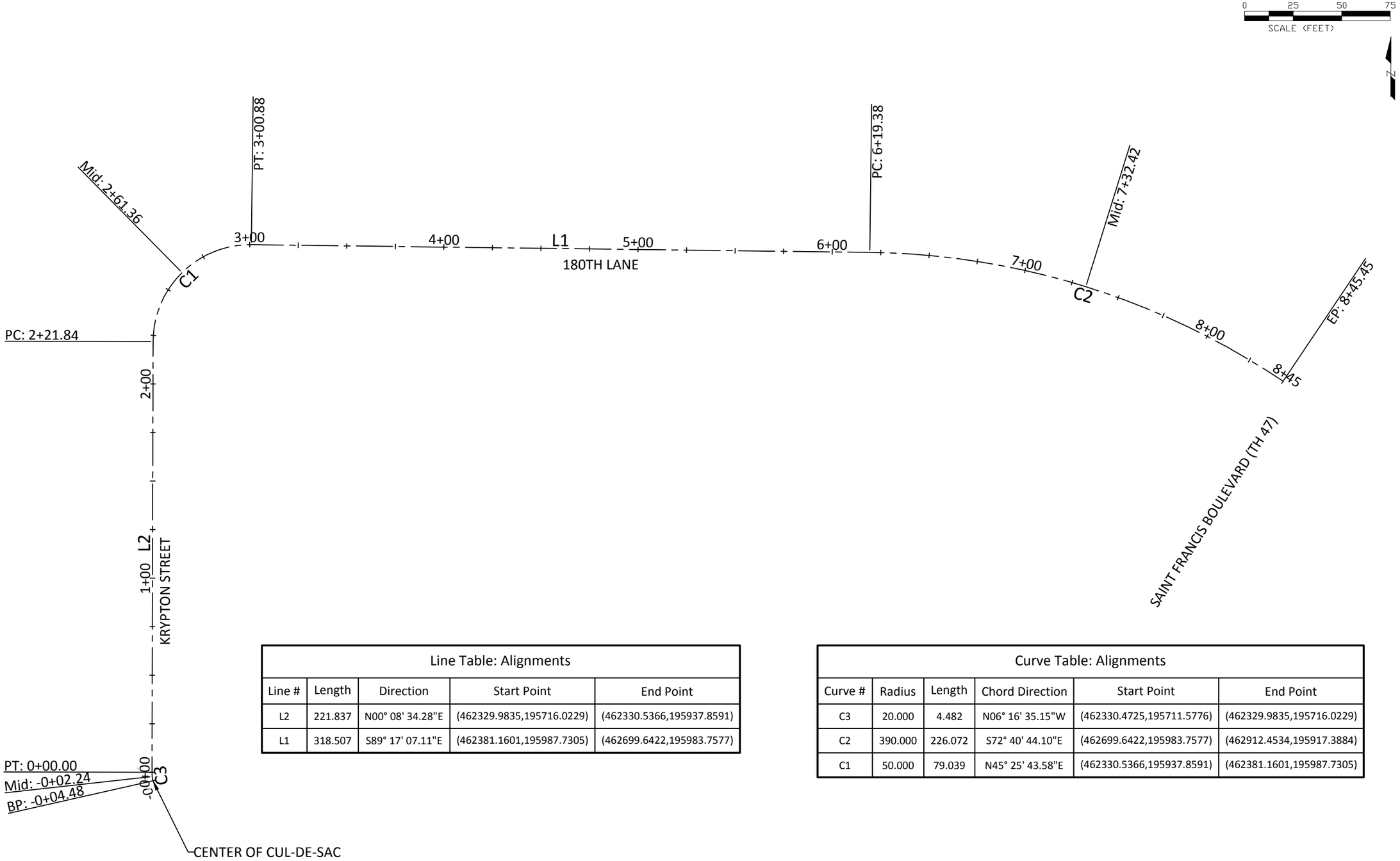
City of RAMSEY

CITY OF RAMSEY
7550 SUNWOOD DRIVE
RAMSEY, MN 55303
(763) 427-1410 FAX (763) 433-9898

EROSION CONTROL

FORD BROOK ESTATES STREET RECONSTRUCTIONS
CITY PROJECT NO. 19-01
CITY OF RAMSEY, MINNESOTA

SHEET 6 OF 19 SHEETS



Line Table: Alignments				
Line #	Length	Direction	Start Point	End Point
L2	221.837	N00° 08' 34.28"E	(462329.9835,195716.0229)	(462330.5366,195937.8591)
L1	318.507	S89° 17' 07.11"E	(462381.1601,195987.7305)	(462699.6422,195983.7577)

Curve Table: Alignments					
Curve #	Radius	Length	Chord Direction	Start Point	End Point
C3	20.000	4.482	N06° 16' 35.15"W	(462330.4725,195711.5776)	(462329.9835,195716.0229)
C2	390.000	226.072	S72° 40' 44.10"E	(462699.6422,195983.7577)	(462912.4534,195917.3884)
C1	50.000	79.039	N45° 25' 43.58"E	(462330.5366,195937.8591)	(462381.1601,195987.7305)

DATE	REVISION

Apr 09, 2019 - 7:33am
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BRUCE WESTBY
Date 4/8/19 Lic. No. 40116

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DRAWN BY: JJF	DATE: 4/8/19
CHECKED BY: BRW	FILE No. 19-01

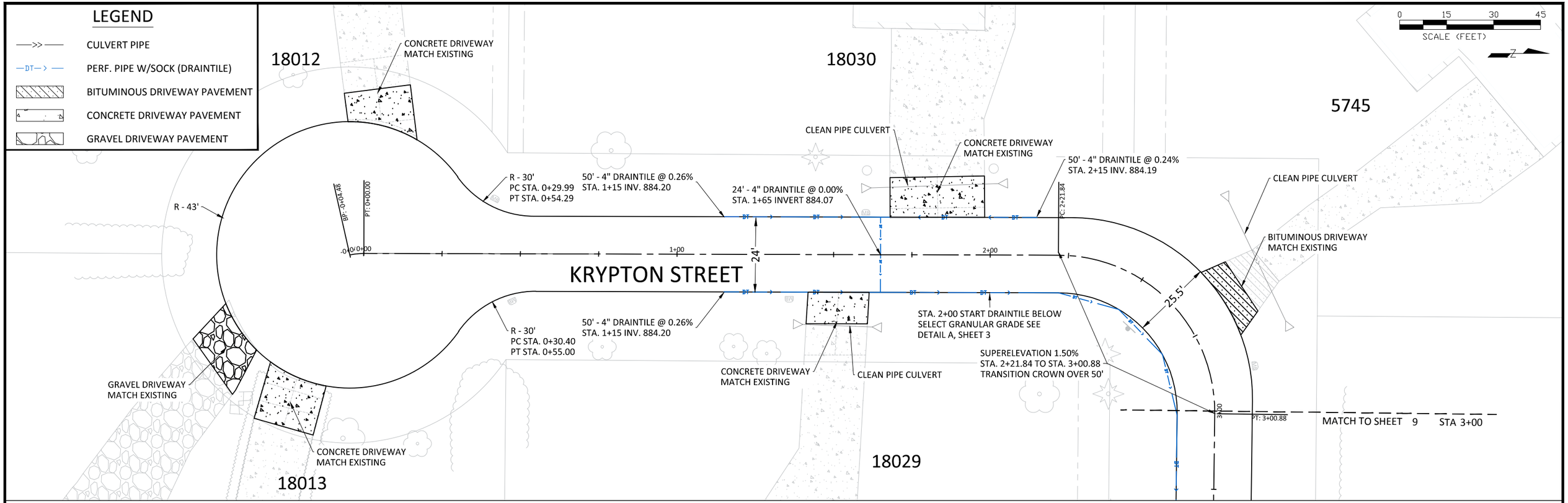
CITY OF RAMSEY
7550 SUNWOOD DRIVE
RAMSEY, MN 55303
(763) 427-1410 FAX (763) 433-9898

ALIGNMENT LAYOUT

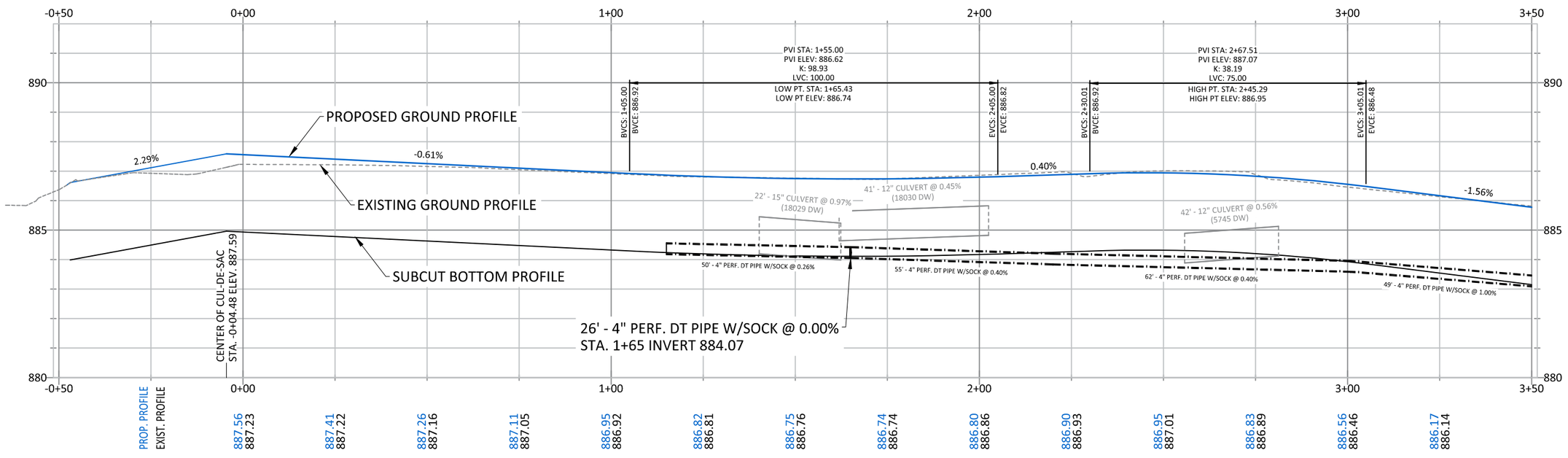
FORD BROOK ESTATES STREET RECONSTRUCTIONS
CITY PROJECT NO. 19-01
CITY OF RAMSEY, MINNESOTA

LEGEND

- CULVERT PIPE
- PERF. PIPE W/SOCK (DRAINTILE)
- BITUMINOUS DRIVEWAY PAVEMENT
- CONCRETE DRIVEWAY PAVEMENT
- GRAVEL DRIVEWAY PAVEMENT



Profile View of Alignment - 19-01 Centerline



DATE	REVISION

Apr 09, 2019 - 10:18am
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BRUCE WESTBY
Date 4/8/19 Lic. No. 40116

DESIGNED BY: JJF	
DRAWN BY: JJF	DATE: 4/8/19
CHECKED BY: BRW	FILE No. 19-01

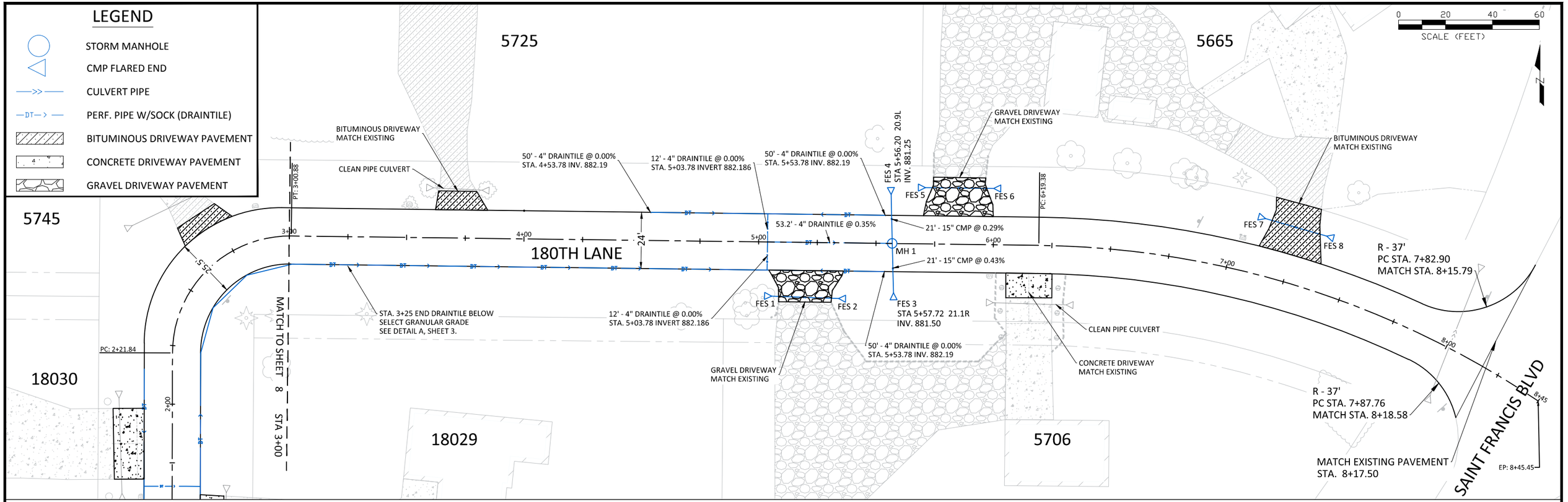
CITY OF RAMSEY
7550 SUNWOOD DRIVE
RAMSEY, MN 55303
(763) 427-1410 FAX (763) 433-9898

STREET AND STORM SEWER - KRYPTON STREET

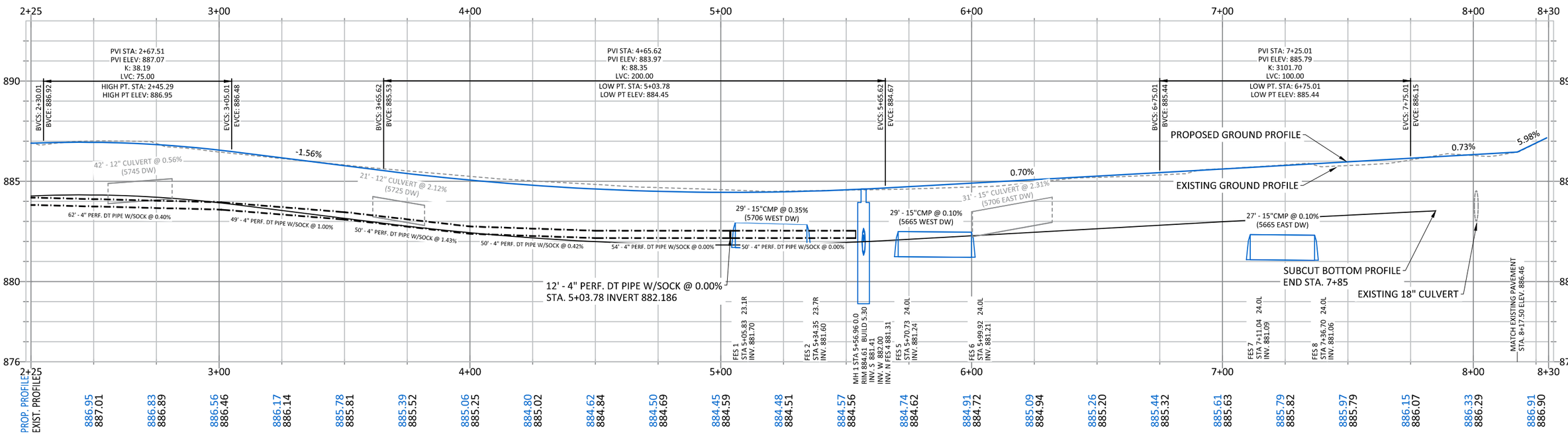
FORD BROOK ESTATES STREET RECONSTRUCTIONS
CITY PROJECT NO. 19-01
CITY OF RAMSEY, MINNESOTA

LEGEND

- STORM MANHOLE
- CMP FLARED END
- CULVERT PIPE
- PERF. PIPE W/SOCK (DRAINTILE)
- BITUMINOUS DRIVEWAY PAVEMENT
- CONCRETE DRIVEWAY PAVEMENT
- GRAVEL DRIVEWAY PAVEMENT



Profile View of Alignment - 19-01 Centerline



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Date 4/8/19 Lic. No. 40116

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CHECKED BY:	BRW	FILE No. 19-01

City of RAMSEY

CITY OF RAMSEY
7550 SUNWOOD DRIVE
RAMSEY, MN 55303
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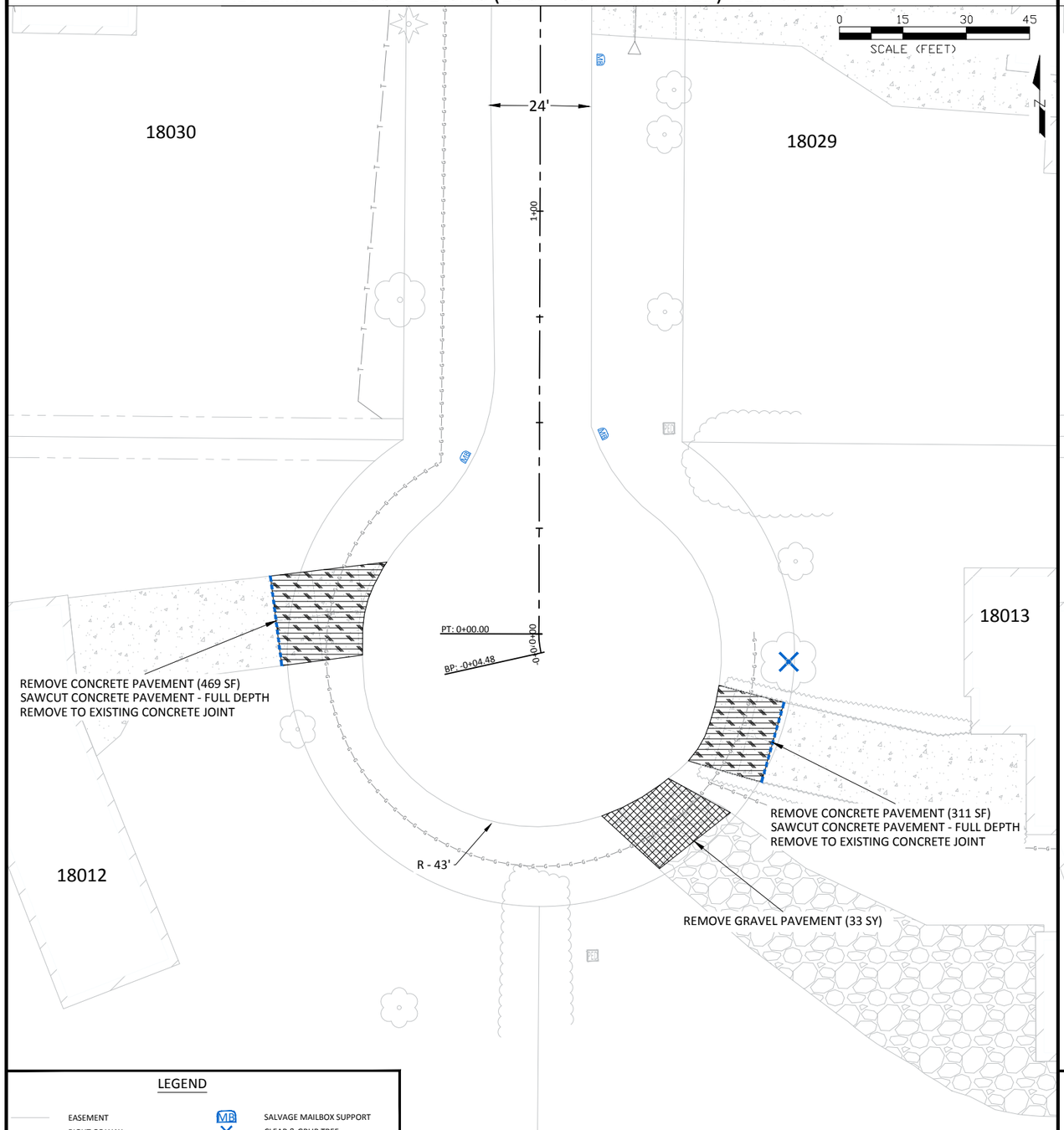
STREET AND STORM SEWER - 180TH LANE

FORD BROOK ESTATES STREET RECONSTRUCTIONS
CITY PROJECT NO. 19-01
CITY OF RAMSEY, MINNESOTA

SHEET 9 OF 19 SHEETS

ALTERNATIVE CUL-DE-SAC (100-FOOT DIAMETER) REMOVALS

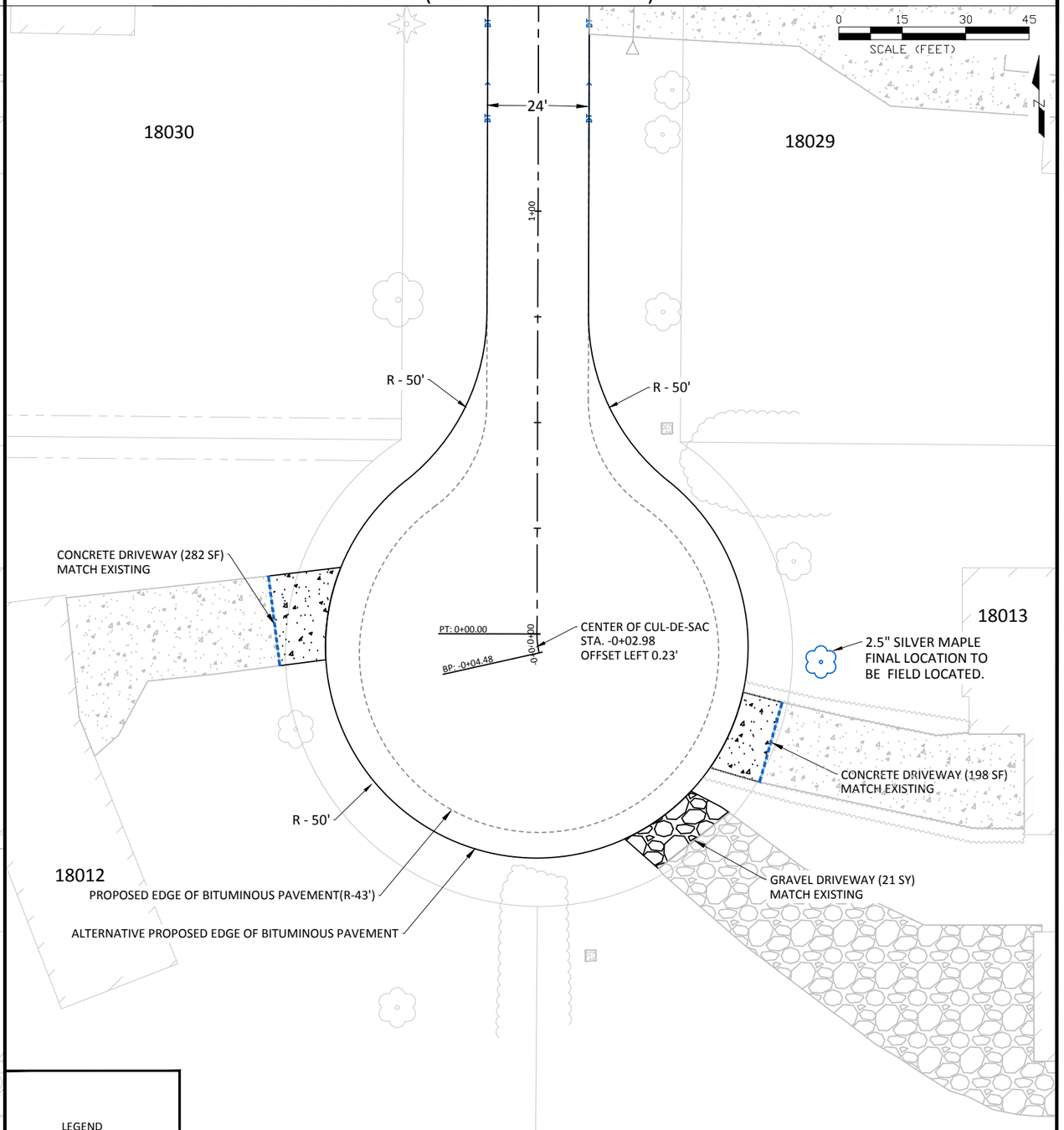


LEGEND

EASEMENT	SALVAGE MAILBOX SUPPORT
RIGHT OF WAY	CLEAR & GRUB TREE
GAS	REMOVE CULVERT
ELECTRIC - UNDERGROUND	SAWCUT - FULL DEPTH
FIBER OPTIC	SALVAGE RETAINING WALL
TELECOMMUNICATIONS	MILL BITUMINOUS PAVEMENT
BIT DRIVEWAY	REMOVE BITUMINOUS PAVEMENT
GRAVEL DRIVEWAY	REMOVE CONCRETE PAVEMENT
CONCRETE DRIVEWAY	REMOVE GRAVEL PAVEMENT

NOTE:
1. ALL DRIVEWAY REMOVALS MUST BE SAWCUT.
2. REMOVAL LIMITS SHALL BE MARKED IN THE FIELD BY CITY STAFF.
3. PROTECT LANDSCAPING AND IRRIGATION. PROPERTY OWNERS ARE TO LOCATE AND MOVE IRRIGATION BEFORE CONSTRUCTION.
4. EROSION CONTROL MUST BE IN-PLACE PRIOR TO REMOVALS. SEE SHEET 6.

ALTERNATIVE CUL-DE-SAC (100-FOOT DIAMETER) PROPOSED CONDITIONS



LEGEND

PROPOSED TREE	
CULVERT PIPE	
PERF. PIPE W/SOCK (DRAINTILE)	
BITUMINOUS DRIVEWAY PAVEMENT	
CONCRETE DRIVEWAY PAVEMENT	
GRAVEL DRIVEWAY PAVEMENT	

NOTE:
1. PROPOSED CUL-DE-SAC RADIUS ENLARGED TO 50-FEET, EXISTING 43-FEET.
2. ASSUMED DRIVEWAY MATCHES ARE SHOWN 8-FEET BEHIND PROPOSED EDGE OF PAVEMENT.
3. 2-FOOT SUBCUT WILL BE EXTENDED TO ACCOMMODATE THE ENLARGED CUL-DE-SAC DIAMETER.

DATE	REVISION

Apr 09, 2019 - 10:47am
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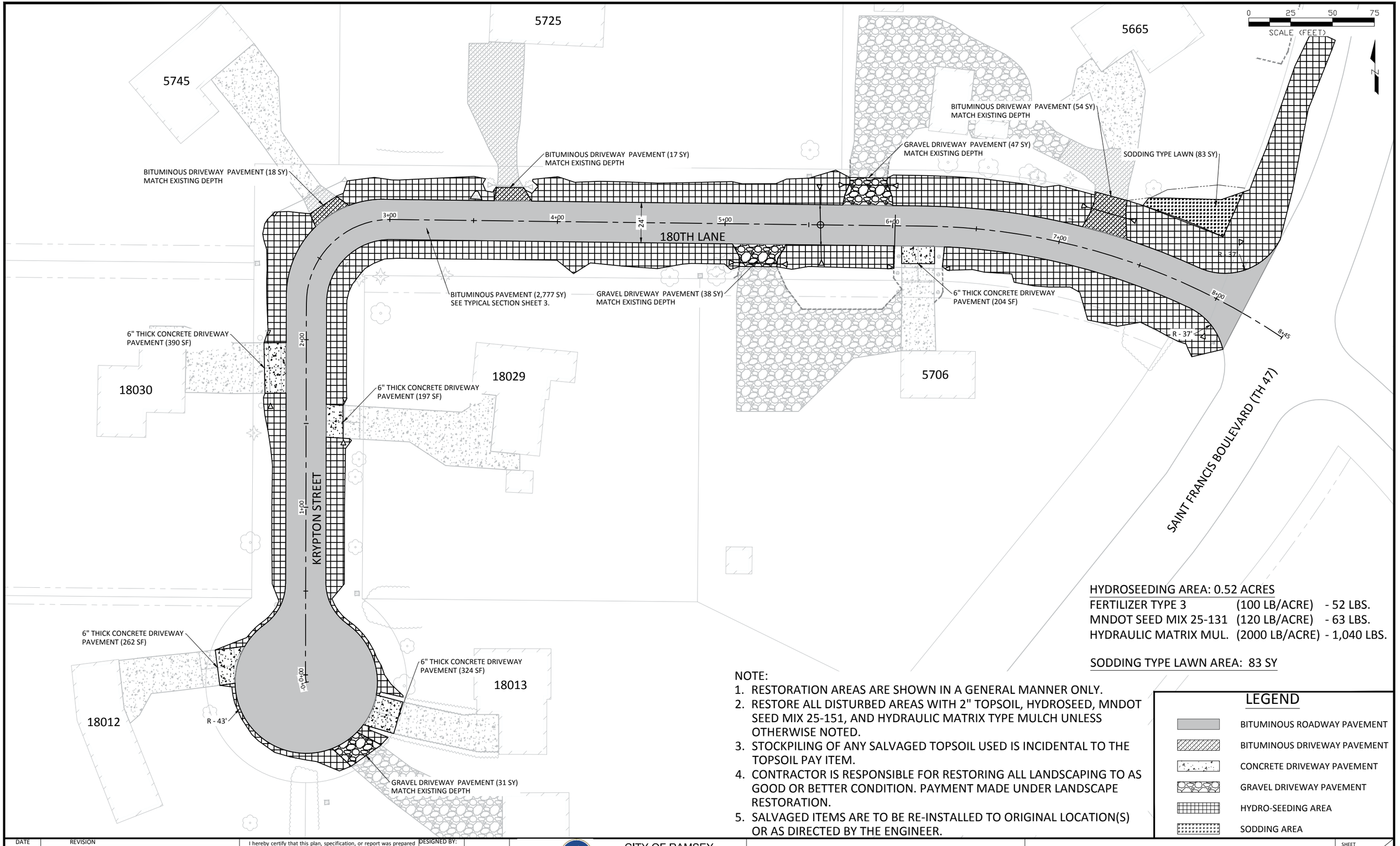
BRUCE WESTBY
Date 4/8/19 Lic. No. 40116

DESIGNED BY:	JJF	
DRAWN BY:	JJF	DATE: 4/8/19
CHECKED BY:	BRW	FILE No. 19-01

CITY OF RAMSEY
7550 SUNWOOD DRIVE
RAMSEY, MN 55303
(763) 427-1410 FAX (763) 433-9898

ALT A - KRYPTON STREET CUL-DE-SAC

FORD BROOK ESTATES STREET RECONSTRUCTIONS
CITY PROJECT NO. 19-01
CITY OF RAMSEY, MINNESOTA



HYDROSEEDING AREA: 0.52 ACRES

FERTILIZER TYPE 3	(100 LB/ACRE)	- 52 LBS.
MNDOT SEED MIX 25-131	(120 LB/ACRE)	- 63 LBS.
HYDRAULIC MATRIX MUL.	(2000 LB/ACRE)	- 1,040 LBS.

SODDING TYPE LAWN AREA: 83 SY

NOTE:

1. RESTORATION AREAS ARE SHOWN IN A GENERAL MANNER ONLY.
2. RESTORE ALL DISTURBED AREAS WITH 2" TOPSOIL, HYDROSEED, MNDOT SEED MIX 25-151, AND HYDRAULIC MATRIX TYPE MULCH UNLESS OTHERWISE NOTED.
3. STOCKPILING OF ANY SALVAGED TOPSOIL USED IS INCIDENTAL TO THE TOPSOIL PAY ITEM.
4. CONTRACTOR IS RESPONSIBLE FOR RESTORING ALL LANDSCAPING TO AS GOOD OR BETTER CONDITION. PAYMENT MADE UNDER LANDSCAPE RESTORATION.
5. SALVAGED ITEMS ARE TO BE RE-INSTALLED TO ORIGINAL LOCATION(S) OR AS DIRECTED BY THE ENGINEER.

LEGEND

- BITUMINOUS ROADWAY PAVEMENT
- BITUMINOUS DRIVEWAY PAVEMENT
- CONCRETE DRIVEWAY PAVEMENT
- GRAVEL DRIVEWAY PAVEMENT
- HYDRO-SEEDING AREA
- SODDING AREA

DATE	REVISION

Apr 09, 2019 - 8:39am
G:\Engineering\AutoCad Dwgs\Projects A-M\Ford Brook Estates 19-01\Plan Drawings\19-01 Erosion Control & Restoration.dwg

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
Date 4/8/19 Lic. No. 40116

DESIGNED BY:	JJF		
DRAWN BY:	JJF	DATE:	4/8/19
CHECKED BY:	BRW	FILE No.	19-01

CITY OF RAMSEY
7550 SUNWOOD DRIVE
RAMSEY, MN 55303
(763) 427-1410 FAX (763) 433-9898

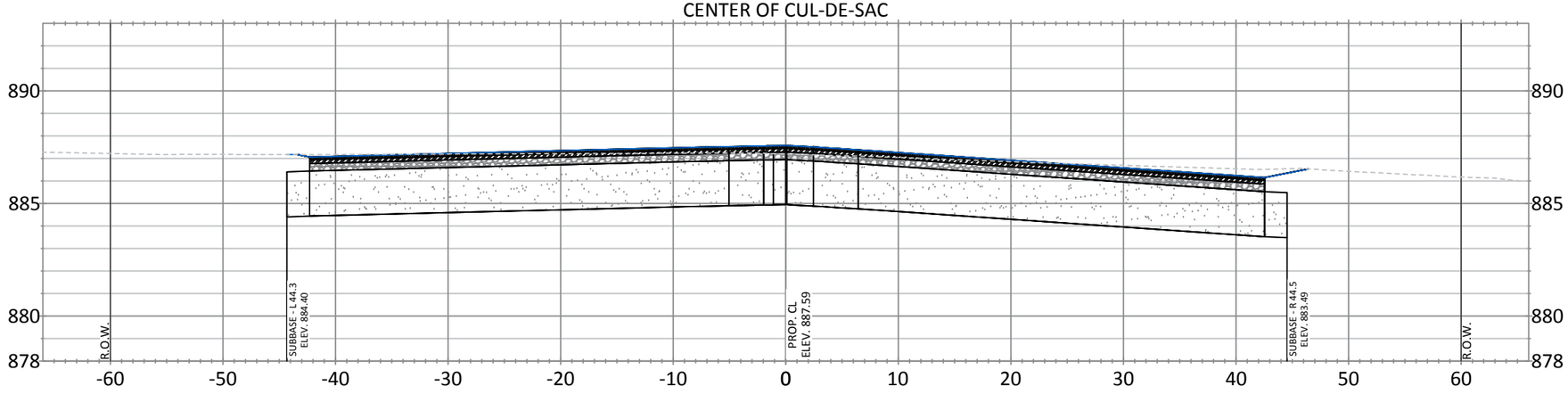
RESTORATION

FORD BROOK ESTATES STREET RECONSTRUCTIONS
CITY PROJECT NO. 19-01
CITY OF RAMSEY, MINNESOTA

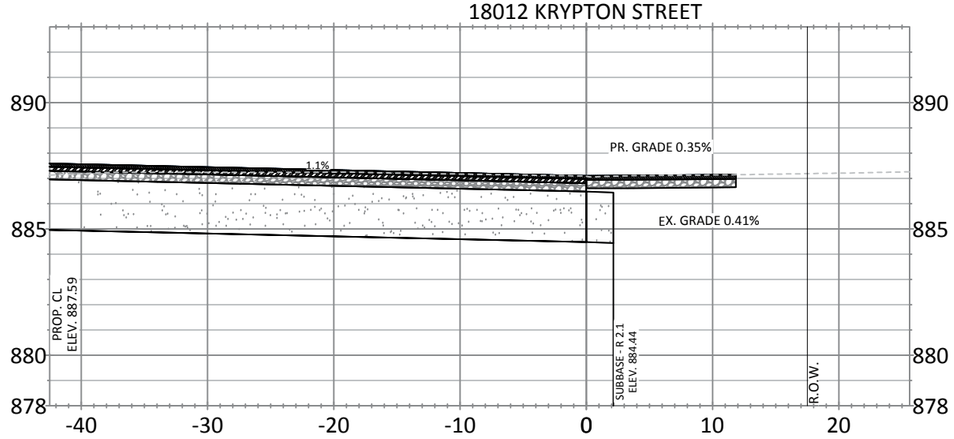
SHEET 11 OF 19 SHEETS

0 6 12 18
SCALE (FEET)

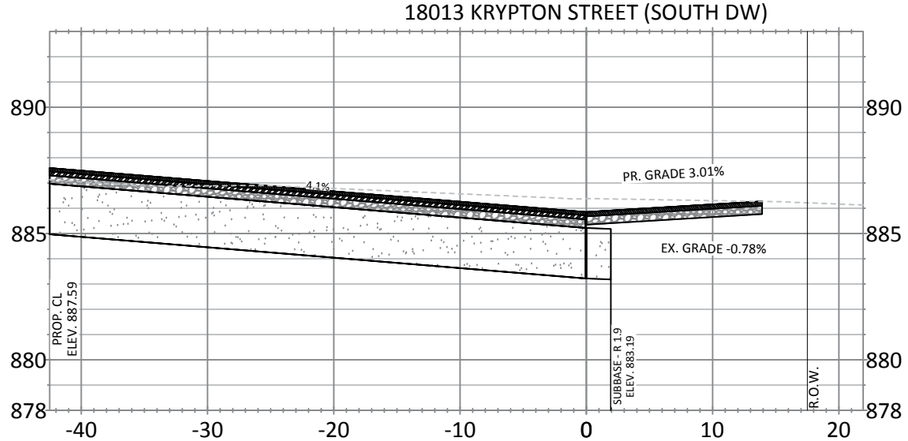
STATION -0+02
CENTER OF CUL-DE-SAC



EDGE OF PAVEMENT STATION 8+97
18012 KRYPTON STREET



EDGE OF PAVEMENT STATION 10+01
18013 KRYPTON STREET (SOUTH DW)



EDGE OF PAVEMENT STATION 10+24
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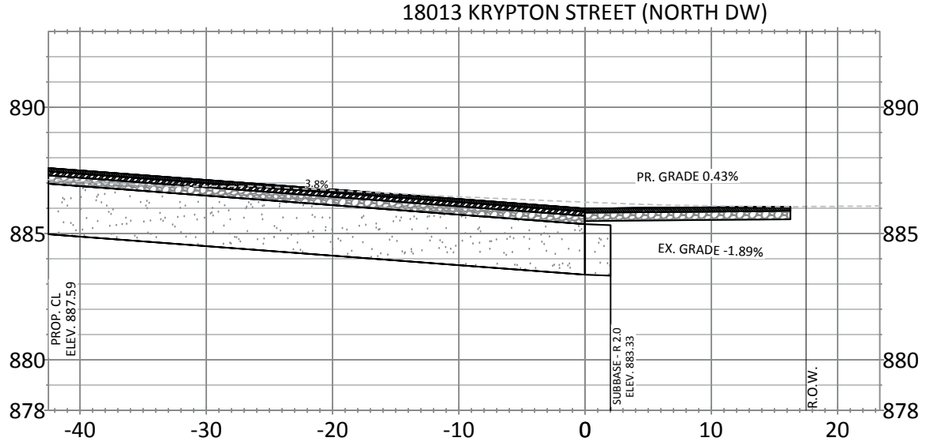

DATE	REVISION

Apr 09, 2019 - 10:58am
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BRUCE WESTBY
Date 4/8/19 Lic. No. 40116

DESIGNED BY:	JJF		
DRAWN BY:	JJF	DATE:	4/8/19
CHECKED BY:	BRW	FILE No.	19-01

CITY OF RAMSEY
7550 SUNWOOD DRIVE
RAMSEY, MN 55303
(763) 427-1410 FAX (763) 433-9898

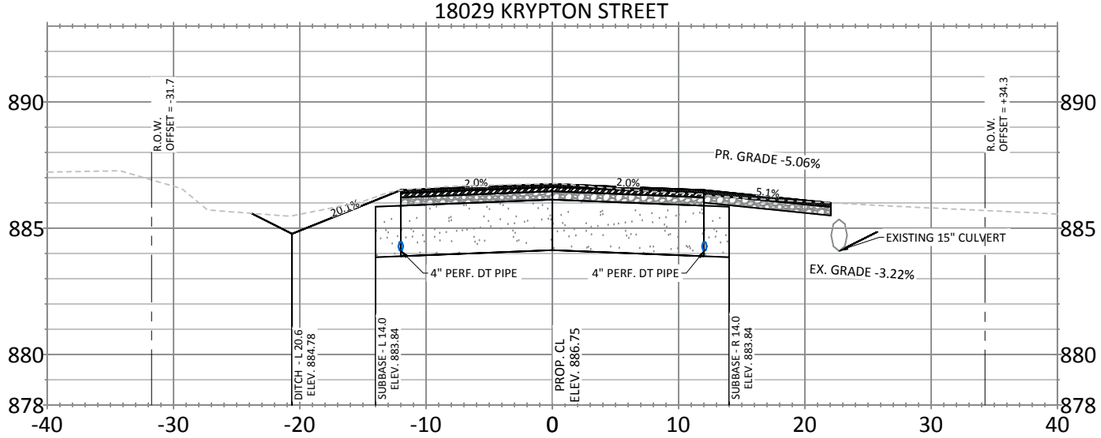
CROSS SECTIONS - KRYPTON STREET CUL-DE-SAC

FORD BROOK ESTATES STREET RECONSTRUCTIONS
CITY PROJECT NO. 19-01
CITY OF RAMSEY, MINNESOTA

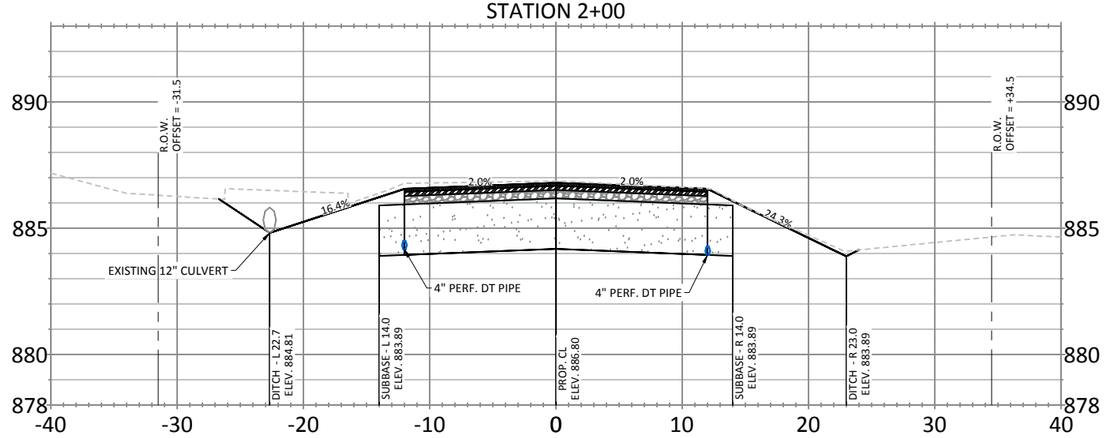
SHEET 12 OF 19 SHEETS

0 6 12 18
SCALE (FEET)

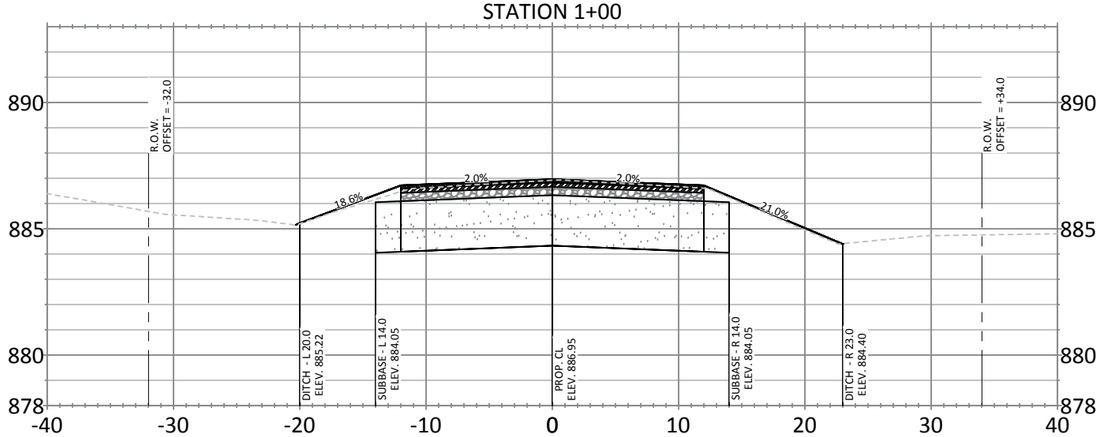
STATION 1+51
18029 KRYPTON STREET



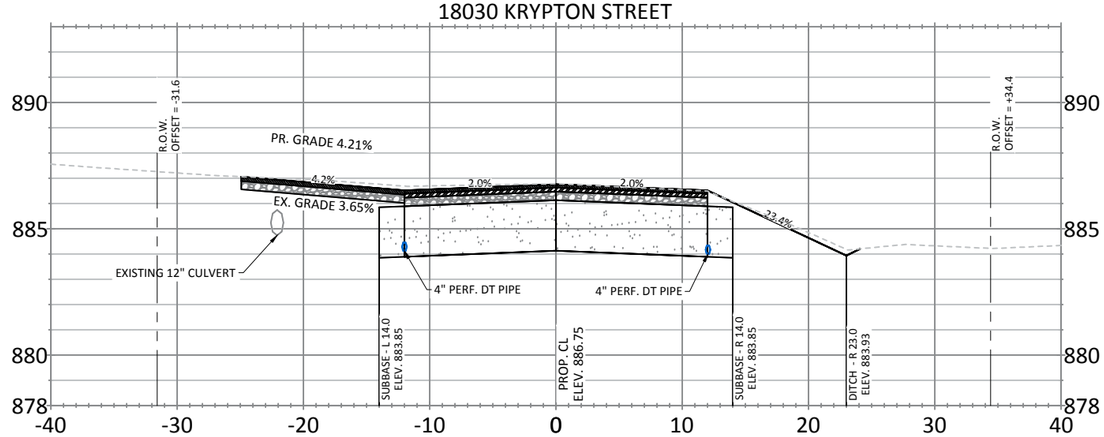
STATION 2+00



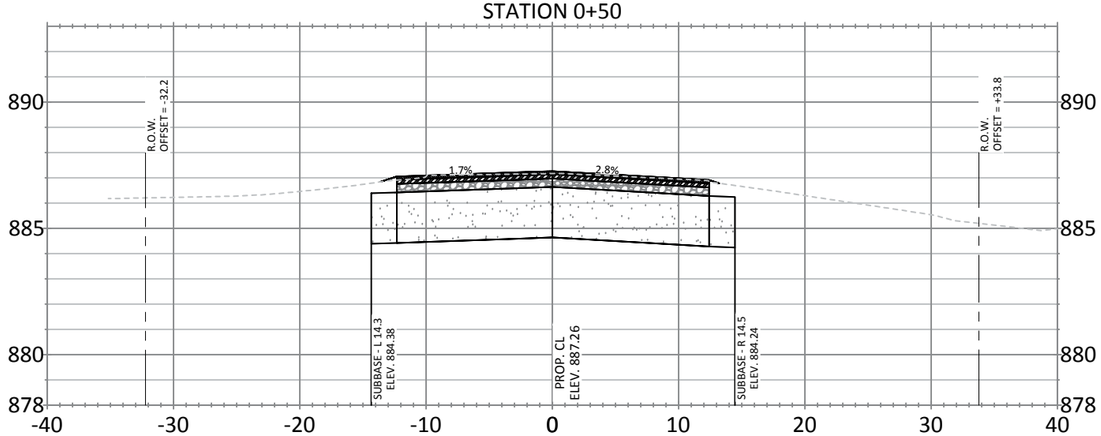
STATION 1+00



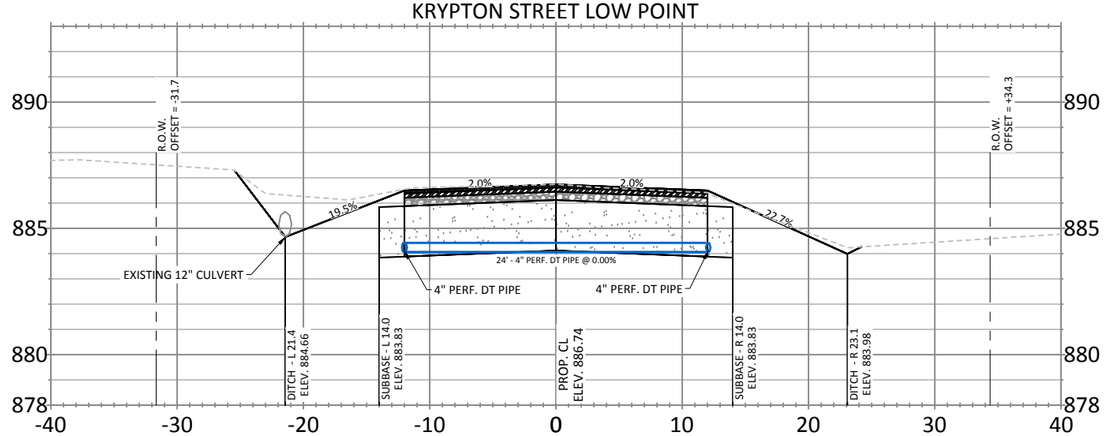
STATION 1+83
18030 KRYPTON STREET



STATION 0+50



STATION 1+65
KRYPTON STREET LOW POINT



DATE	REVISION

Apr 09, 2019 - 11:01am
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BRUCE WESTBY
Date 4/8/19 Lic. No. 40116

DESIGNED BY: JJF	
DRAWN BY: JJF	DATE: 4/8/19
CHECKED BY: BRW	FILE No. 19-01

City of RAMSEY

CITY OF RAMSEY
7550 SUNWOOD DRIVE
RAMSEY, MN 55303
(763) 427-1410 FAX (763) 433-9898

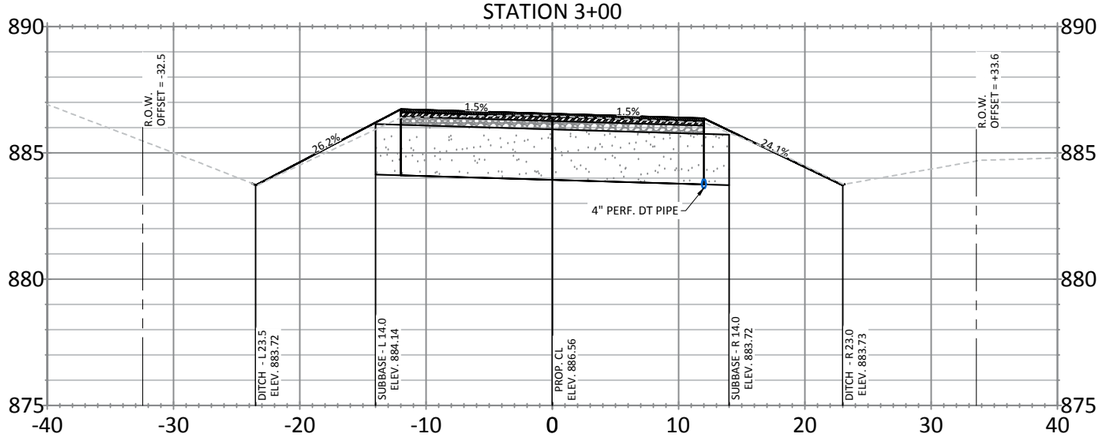
CROSS SECTIONS - STA. 0+50 TO 2+00

FORD BROOK ESTATES STREET RECONSTRUCTIONS
CITY PROJECT NO. 19-01
CITY OF RAMSEY, MINNESOTA

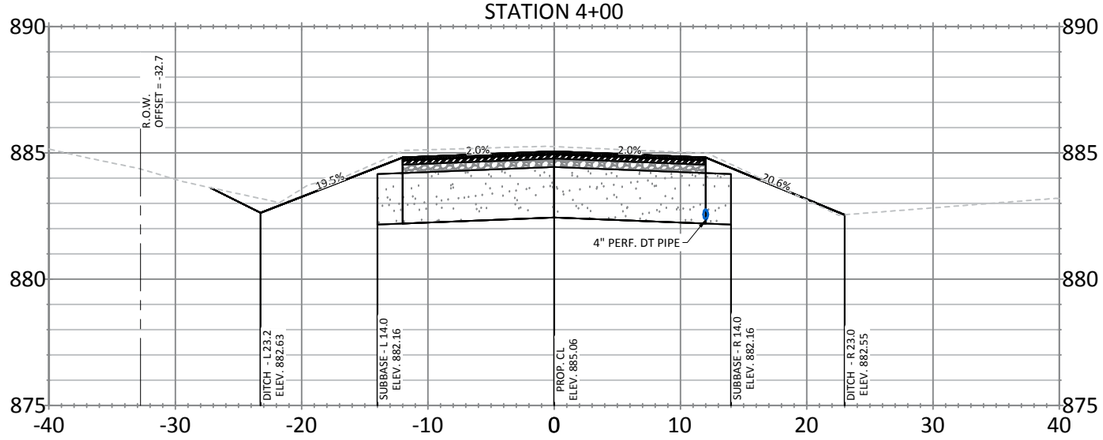
SHEET 13 OF 19 SHEETS

0 6 12 18
SCALE (FEET)

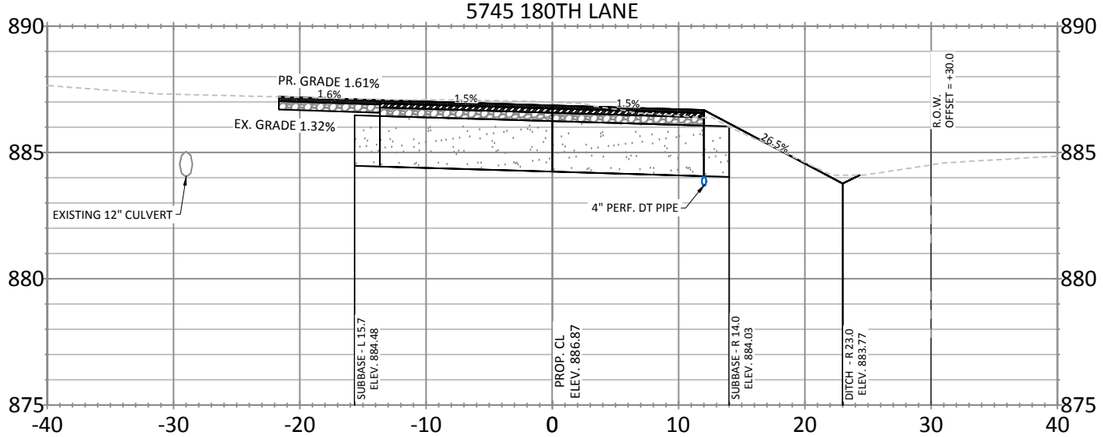
STATION 3+00



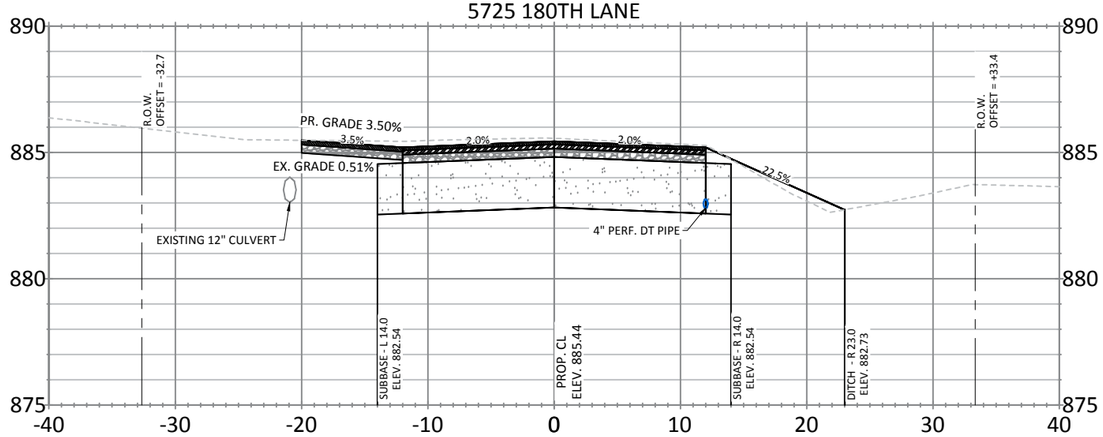
STATION 4+00



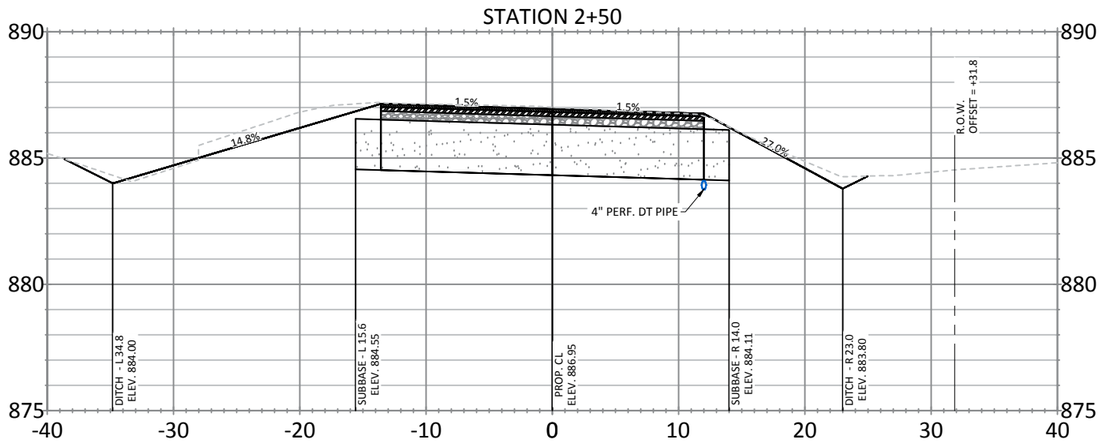
STATION 2+70
5745 180TH LANE



STATION 3+72
5725 180TH LANE



STATION 2+50



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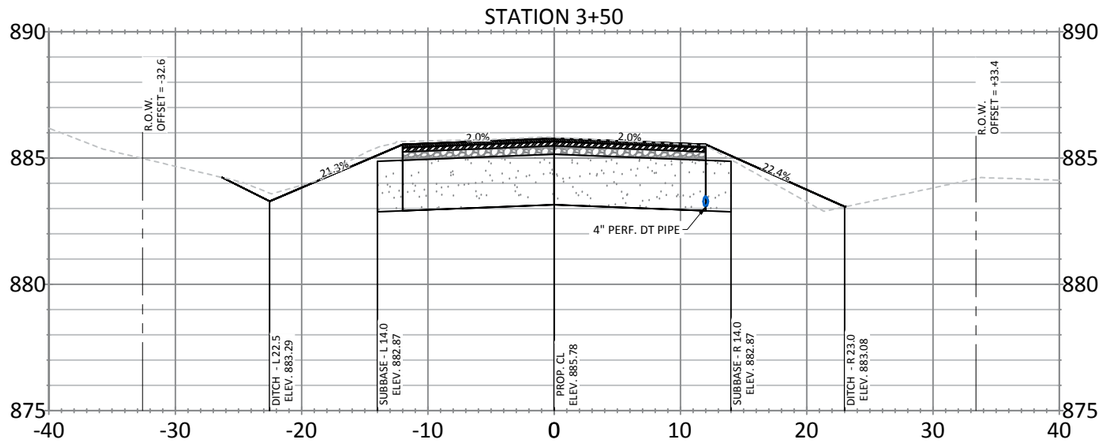

DATE	REVISION

Apr 09, 2019 - 11:05am
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BRUCE WESTBY
Date 4/8/19 Lic. No. 40116

DESIGNED BY:	JJF		
DRAWN BY:	JJF	DATE:	4/8/19
CHECKED BY:	BRW	FILE No.	19-01

CITY OF RAMSEY
7550 SUNWOOD DRIVE
RAMSEY, MN 55303
(763) 427-1410 FAX (763) 433-9898

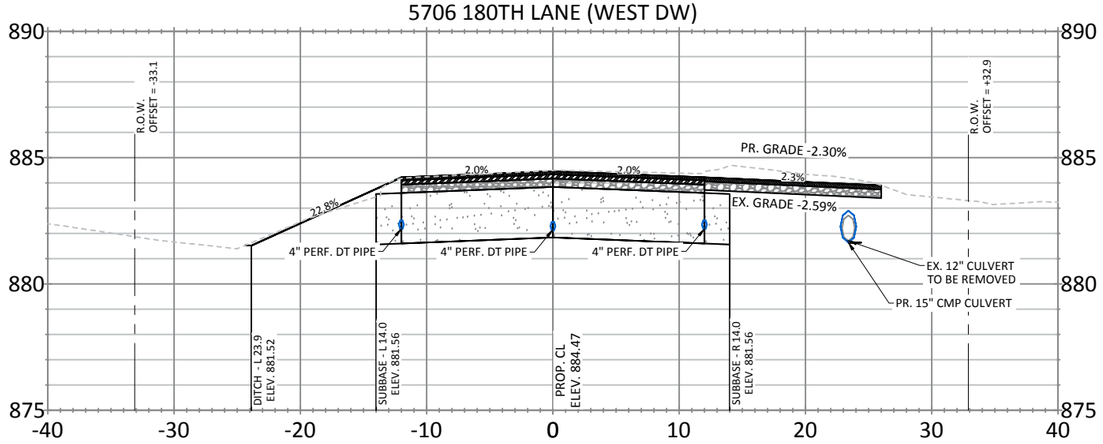
CROSS SECTIONS - STA. 2+50 TO 4+00

FORD BROOK ESTATES STREET RECONSTRUCTIONS
CITY PROJECT NO. 19-01
CITY OF RAMSEY, MINNESOTA

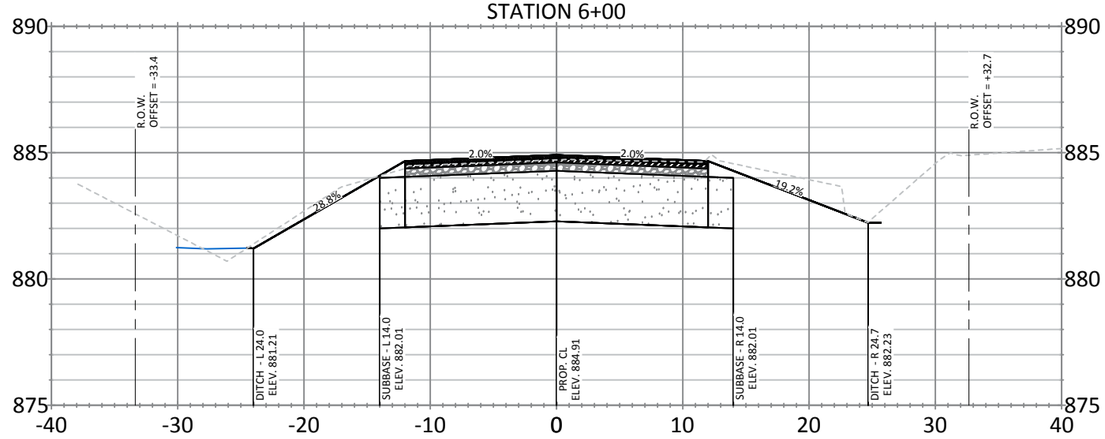
SHEET 14 OF 19 SHEETS

0 6 12 18
SCALE (FEET)

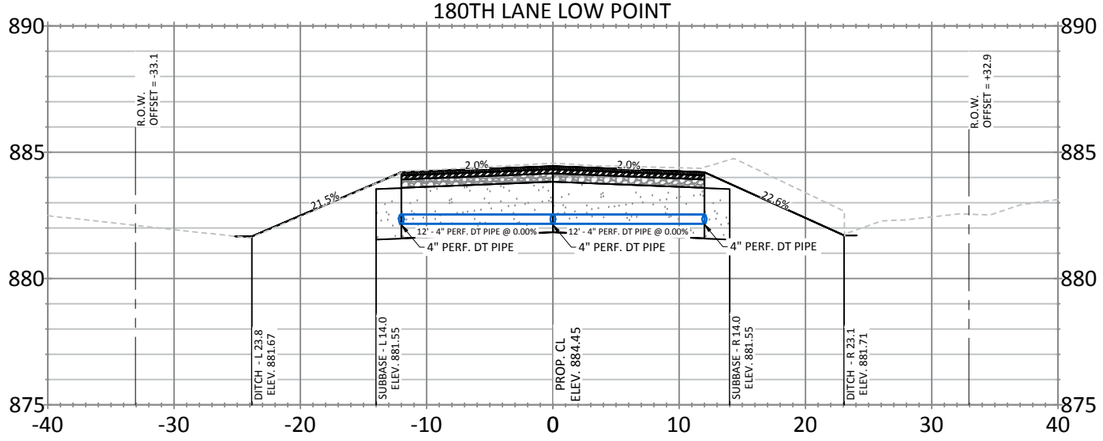
STATION 5+20
5706 180TH LANE (WEST DW)



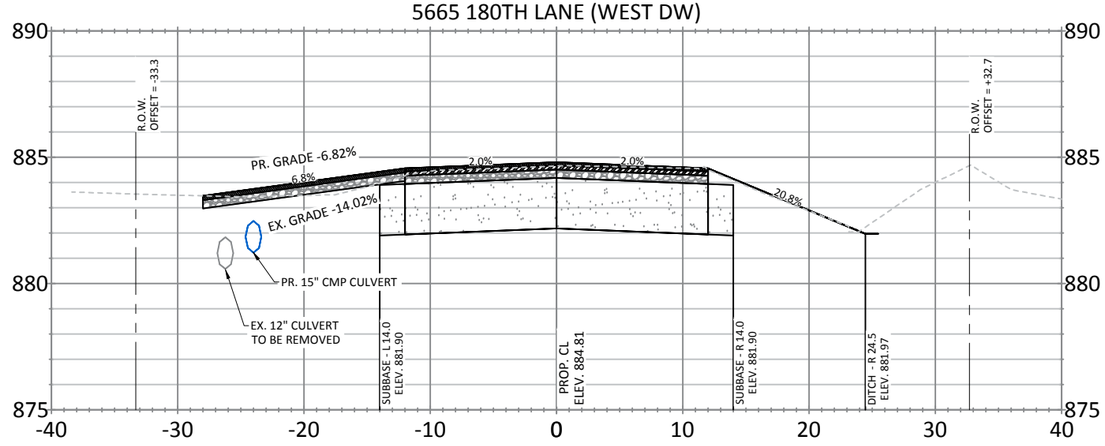
STATION 6+00



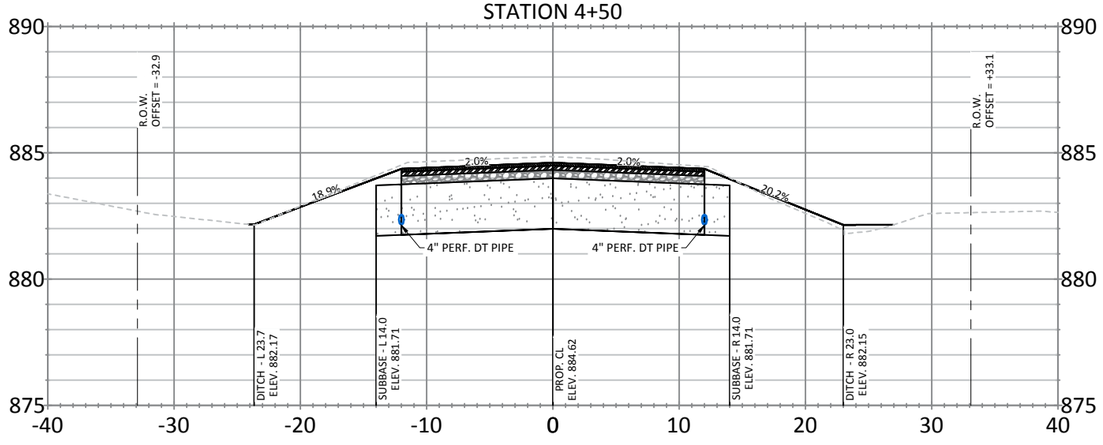
STATION 5+04
180TH LANE LOW POINT



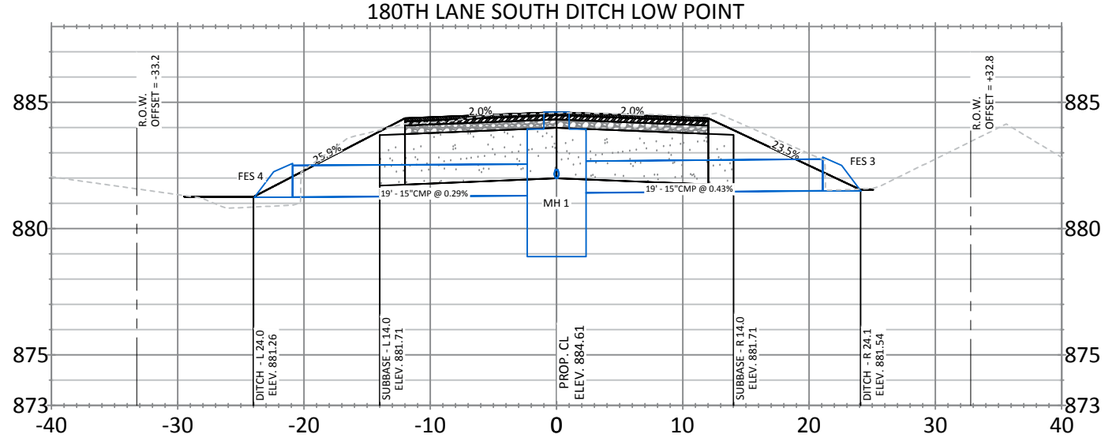
STATION 5+85
5665 180TH LANE (WEST DW)



STATION 4+50



STATION 5+57
180TH LANE SOUTH DITCH LOW POINT



DATE	REVISION

Apr 09, 2019 - 11:10am
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BRUCE WESTBY
Date 4/8/19 Lic. No. 40116

DESIGNED BY:	JJF
DRAWN BY:	JJF
DATE:	4/8/19
CHECKED BY:	BRW
FILE No.	19-01

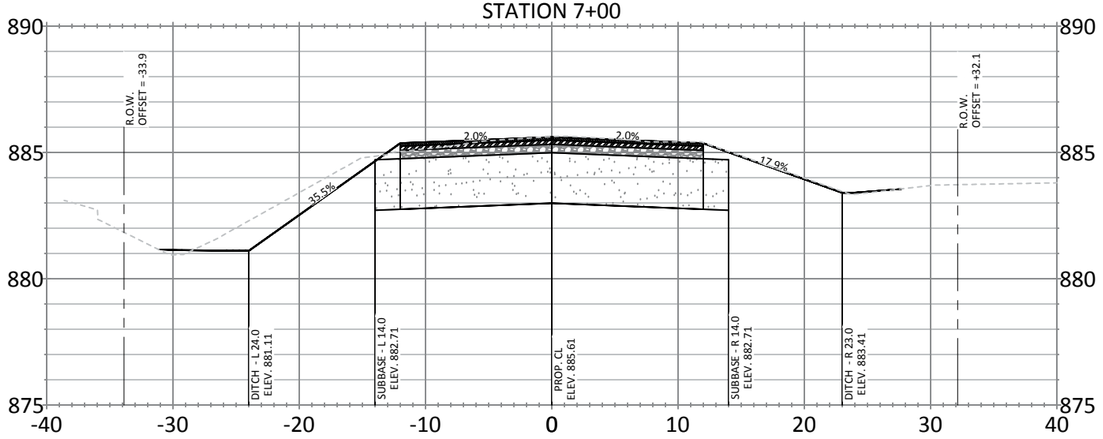
CITY OF RAMSEY
7550 SUNWOOD DRIVE
RAMSEY, MN 55303
(763) 427-1410 FAX (763) 433-9898

CROSS SECTIONS - STA. 4+50 TO 6+00

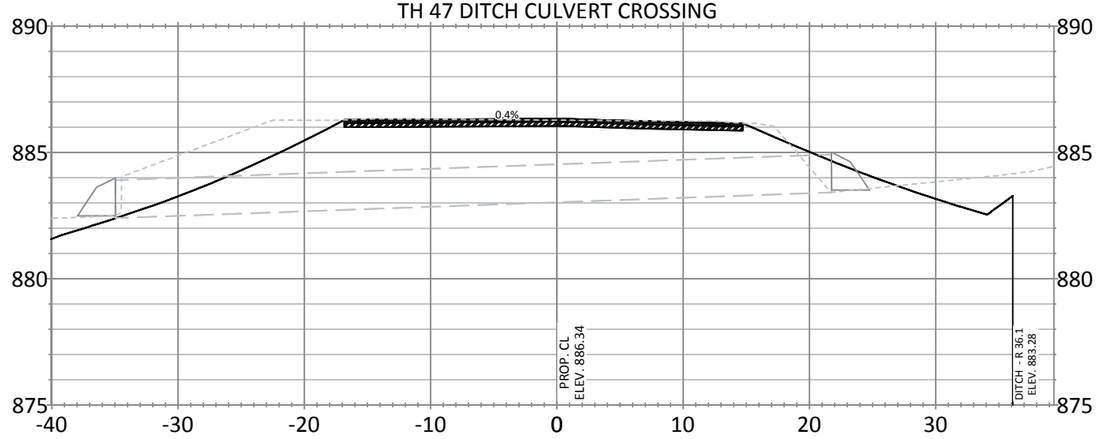
FORD BROOK ESTATES STREET RECONSTRUCTIONS
CITY PROJECT NO. 19-01
CITY OF RAMSEY, MINNESOTA

0 6 12 18
SCALE (FEET)

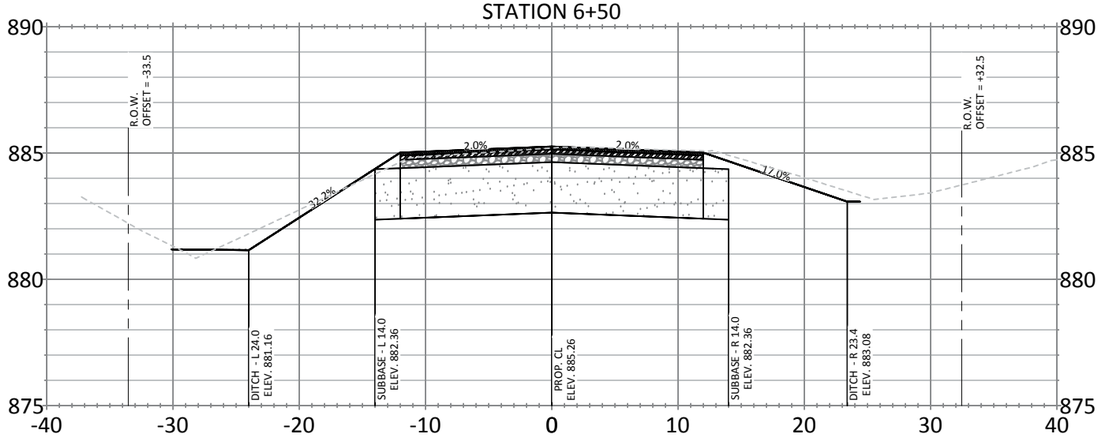
STATION 7+00



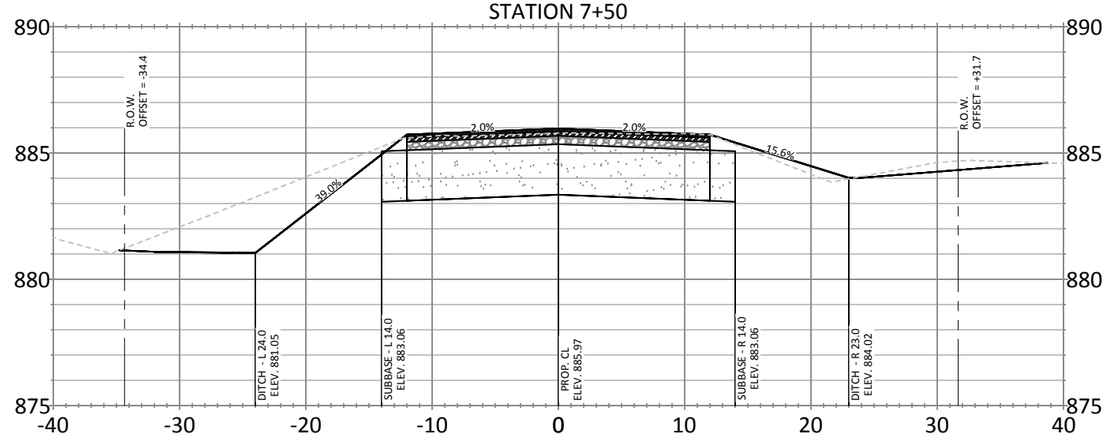
STATION 8+01
TH 47 DITCH CULVERT CROSSING



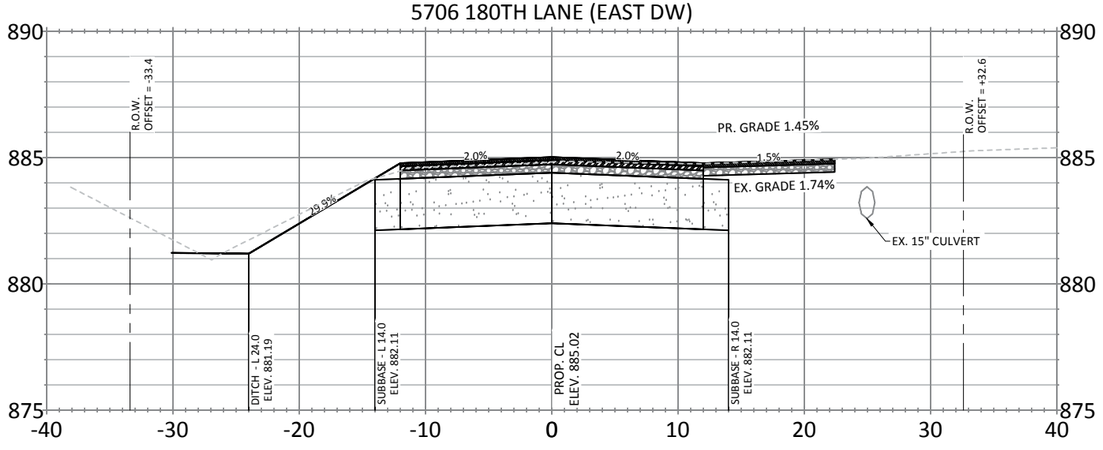
STATION 6+50



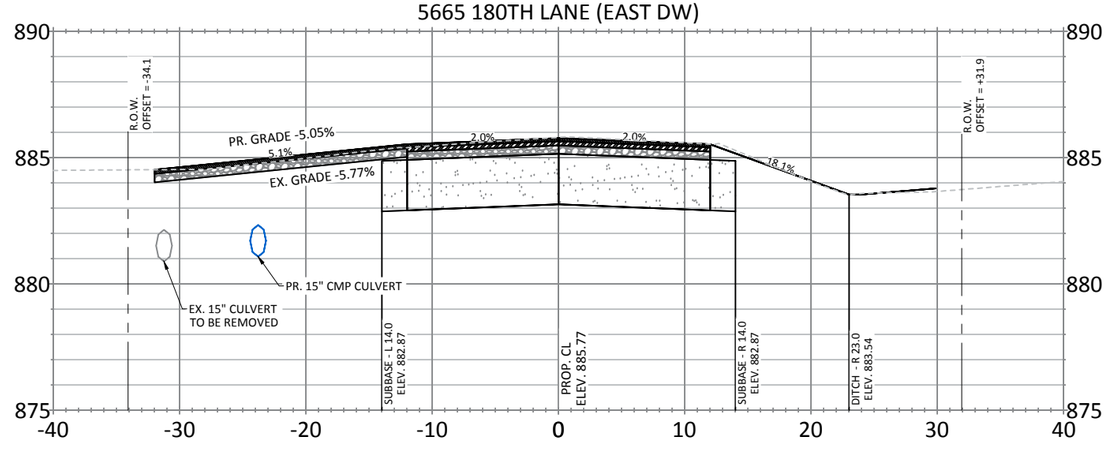
STATION 7+50



STATION 6+15
5706 180TH LANE (EAST DW)



STATION 7+22
5665 180TH LANE (EAST DW)



DATE	REVISION

Apr 09, 2019 - 11:15am
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BRUCE WESTBY
Date 4/8/19 Lic. No. 40116

DESIGNED BY:	JJF	
DRAWN BY:	JJF	DATE: 4/8/19
CHECKED BY:	BRW	FILE No. 19-01

CITY OF RAMSEY
7550 SUNWOOD DRIVE
RAMSEY, MN 55303
(763) 427-1410 FAX (763) 433-9898

CROSS SECTIONS - STA. 6+15 TO 8+01

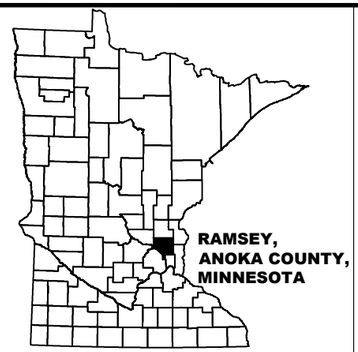
FORD BROOK ESTATES STREET RECONSTRUCTIONS
CITY PROJECT NO. 19-01
CITY OF RAMSEY, MINNESOTA

SHEET 16 OF 19 SHEETS

STORM WATER POLLUTION PREVENTION PLAN (SWPPP)

FORD BROOK ESTATES STREET RECONSTRUCTIONS

CITY OF RAMSEY
ANOKA COUNTY, MINNESOTA



DESCRIPTION OF CONSTRUCTION ACTIVITIES AND STORMWATER MANAGEMENT:
Construction activities include; Site Grading, Storm Sewer Construction, Temporary Erosion and Sediment Control, Roadway Construction, and Permanent Stabilization.

Project Description:

This project consists of reconstruction of 0.16 miles of existing bituminous streets with drainage ditches, replacing with bituminous street to the existing width and grade, with the addition of a 2-foot soil correction. The drainage for the existing street flows to drainage swales to the northeast end of the project, eventually reaching the Ford Brook to the north. The construction will include the addition of drain tile to properly drain the subsoil corrections, minor improvements will be made to the drainage ditches to improve the drainage of the site. There is no change to the outfall location of the storm water runoff.

RESPONSIBLE PARTIES:

The Contractor and Owner must apply for coverage under the MPCA's General Storm Water Permit for Construction Activity as required by the National Pollution Discharge Elimination System (NPDES) Phase II program. Coverage under the permit will begin automatically 7 calendar days after the electronic submittal date or after the postmarked date of a complete application. (Longer time frames will apply to areas disturbing 50 acres or discharge within 1 mile of a special water).

	COMPANY	CONTACT PERSON	PHONE
OWNER:	CITY OF RAMSEY	BRUCE WESTBY, PE	763-433-9825
SWPPP DESIGNER:	CITY OF RAMSEY	LEONARD LINTON, PE	763-433-9834
CONTRACTOR:			
STIE MANAGER:			
PARTY RESPONSIBLE FOR LONG TERM O&M:	CITY OF RAMSEY	BRUCE WESTBY, PE	763-433-9825

Individuals listed above, including the SWPPP preparer, individual overseeing implementation of, revising and amending the SWPPP, Individuals performing or supervising the installation, maintenance and repair of BMP's must be trained. At least one individual present on the permitted project, or available within 72 hours shall be trained in the applicable job duties. Documentation showing training commensurate with the job duties and responsibilities is required to be included in the SWPPP prior to any work beginning on the site. Copies of the SWPPP preparer information is included in the Project Manual. The Contractor shall provide information for the individual(s) overseeing implementation, supervising installation, maintenance, and repair of BMP's to be included in the Project Manual prior to the start of construction. This information shall be kept up to date until the project NOT is filed.

Documentation shall include:

a. Names of trained personnel associated with this project.
b. Dates of training, names of instructor(s) and entity providing training.
c. Content of training course or workshop including the number of hours trained.
d. As an alternative to a, b, and c listed above, a photocopy of the current Erosion and Stormwater Management card issued by the University of Minnesota can be attached to the SWPPP as suitable documentation of training.

DOCUMENTATION RETENTION:
The following documentation will be retained for a period of not less than 3-years form the date of submittal of the NOT.

1. The final SWPPP.
2. Copies of all stormwater related permits required for the project.
3. Records of all inspection and maintenance conducted during construction.
4. Copies of all permanent operation and maintenance agreements; including all right-of-way, contracts, covenants and other binding requirements regarding perpetual maintenance.
5. All required calculations for design of temporary and permanent BMP's.

IMPLEMENTATION SCHEDULE AND PHASING:

1. Furnish & Install perimeter sediment control and inlet protection.
2. Removal of existing bituminous street.
3. Rough grade site.
4. Furnish & install bituminous pavement.
5. Add additional temporary BMP's as necessary during construction based on inspection reports.
6. Submit Notice of Termination (NOT) to MPCA within 30 days of final stabilization.

FINAL STABILIZATION:
The permittee(s) must ensure final stabilization of the site. The permittee(s) must submit a NOT within 30 days after final stabilization is complete, or another owner/operator (permittee) has assumed control over all areas of the site which have not undergone final stabilization. Final stabilization can be achieved in one of the following ways:

1. All soil disturbing activities at the site have been completed and all soils must be stabilized by a uniform perennial vegetative cover with a density of 70 percent over the entire pervious surface area, or other equivalent means necessary to prevent soil failure under erosive conditions and;

a. All drainage ditches, constructed to drain water from the site after construction is complete, must be stabilized to preclude erosion;
b. All temporary synthetic, and structural erosion prevention and sediment control BMP's (such as silt fence) must be removed as part of the site final stabilization; and
c. The permittee(s) must clean out all sediment from conveyances and from temporary sedimentation basins to be used as permanent water quality management basins. Sediment must be stabilized to prevent it from being washed back into the basin, conveyances or drainage ways discharging off-site or to surface waters. The cleanout of permanent basins must be sufficient to return the basin to design capacity.

2. Final vegetation cover shall be in the Project Specifications.
3. For residential construction only, final stabilization has been achieved when temporary erosion protection and down gradient perimeter control for individual lots has been completed and the residence has been transferred to the homeowner. Additionally, the permittee must distribute the MPCA "Homeowner fact sheet" to the homeowner to inform the homeowner of the need for, and benefits of, final stabilization.

SPECIAL ENVIRONMENTAL CONSIDERATIONS:

Was an environmental review required for this project or any part of a common plan of development or sale that includes all or any portion of this project?	NO
Does any portion of the site have the potential to affect threatened or endangered species?	NO
Does any portion of this site discharge to a Calcareous Fen and the letter of approval from the DNR is located in the Project Manual?	NO
Will any portion of this site potentially affect properties listed on the National Register of Historic Places or a Known or Discovered Archeological site?	NO
Have any Karst features been identified in the project vicinity?	NO
Is compliance with temporary or permanent stormwater management design requirements infeasible for this project?	NO

POLLUTION PREVENTION MANAGEMENT MEASURES:
The permittee(s) shall implement the following pollution prevention management measures on the site:

1. Solid waste: collected sediment, asphalt and concrete millings, floating debris, paper, plastic, fabric, construction and demolition debris and other wastes must be disposed of properly and must comply with MPCA disposal regulations.
2. Hazardous materials: oil, gasoline, paint and any hazardous substances must be properly stored, including secondary containment, to prevent spills, leaks or other discharge. Restricted access to storage areas must be provided to prevent vandalism. Storage and disposal of hazardous waste must be in compliance with MPCA regulations.
3. External washing of trucks and other construction vehicles must be limited to a defined area of the site. Runoff must be contained and waste properly disposed of. No engine degreasing is allowed on site.

GENERAL STORMWATER DISCHARGE REQUIREMENTS:
All requirements listed in Part 15 of the permit for the design of permanent stormwater treatment system and discharge have been included in the preparation of this SWPPP. These include but are not limited to:

1. The expected amount, frequency, intensity and duration of precipitation.
2. The nature of stormwater runoff and run-on at the site.
3. Peak flow rates and stormwater volumes to minimize erosion at outlets and downstream channel and stream bank erosion.
4. The range of soil particle sizes expected to be present on the site.

RECEIVING WATERS:
Recieving waters, including surface water, wetlands, Public Waters, and stormwater ponds are identified on the USGS 7.5min quad map within 1 mile of the project boundary. Receiving waters that are impaired, the impairment and WLA are listed as follows. All specific BMP's relative to construction activities listed in this permit for special and impaired waters have been incorporated into this plan. All specific BMP's listed in approved TMDLs and those BMP's listed for construction related waste load allocations have also been incorporated.

NAME OF WATER BODY	TYPE (DITCH, POND, WETLAND, LAKE, ETC.)	APPENDIX A SPECIAL WATER?	FLOWS TO IMPAIRED WATER WITHIN 1 MILE?	USEPA APPROVED TMDL?
RUM RIVER	RIVER	YES	YES	YES
IMPAIRMENTS: NOT FOR CONSTRUCTION, MERCURY AND FISH CONSUMPTION				

PROJECT AREAS:

Total project size (disturbed area) =	1.15	acres
Existing area of impervious surface =	0.64	acres
Post construction area of impervious surface =	0.64	acres
New impervious surface area created =	0.00	acres

Planned construction start date: June 2019
Planned construction completion date: September 2019

PROJECT LOCATION:

County: ANOKA Township: 32 Range: 25 Section: 2 Latitude: 45.2980 Longitude: -93.4124

PERMANENT STORMWATER MANAGEMENT SYSTEM:
Type of storm water management used if more than 1 acre of new impervious surface is created:

a. Wet Sedimentation Pond
b. Infiltration / Filtration
c. Regional Pond
d. Permanent Stormwater Management Not Required

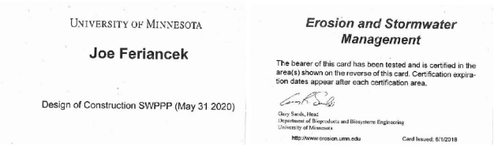
LOCATION OF SWPPP REQUIREMENTS IN PROJECT PLAN:

DESCRIPTION	LOCATION
TEMPORARY EROSION CONTROL MEASURES	SHEETS No. 6
FINAL STABILIZATION	SHEETS No. 10
STORM SEWER TABULATION	SHEETS No. 8 - 9
EROSION AND SEDIMENT CONTROL DETAILS	SHEETS No. 4

EROSION AND SEDIMENT CONTROL QUANTITIES:

DESCRIPTION	QUANTITY
SILT FENCE TYPE MS	235 LF
INLET PROTECTION - MANHOLE	1 EA.
INLET PROTECTION - CULVERT	20 EA.

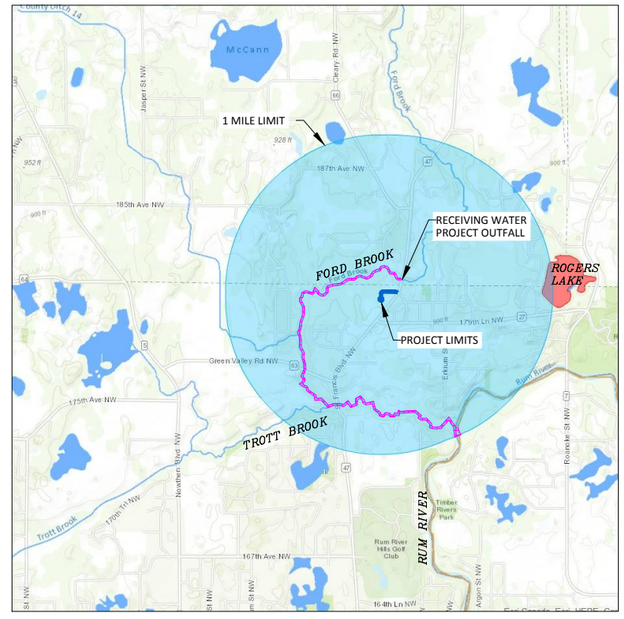
CERTIFICATION:


UNIVERSITY OF MINNESOTA
Joe Feriancek
Design of Construction SWPPP (May 31 2020)

Erosion and Stormwater Management
The bearer of this card has been tested and is certified in the area(s) shown on the reverse of this card. Certification expiration dates appear after each certification area.
Gary Sands, Head
Department of Bioproducts and Biosystems Engineering
University of Minnesota
http://www.erosion.umn.edu
Card Issued: 8/1/2018

LEGEND

- PROJECT LIMITS
- 1 MILE LIMIT
- RECEIVING WATER
- IMPAIRED WATER



DATE	REVISION

Apr 09, 2019 - 11:20am
G:\Engineering\AutoCad Dwgs\Projects A-M\Ford Brook Estates 19-01\Plan Drawings\19-01 SWPPP.dwg

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
Date 4/8/19 Lic. No. 40116

DESIGNED BY:	JJF		
DRAWN BY:	JJF	DATE:	4/8/19
CHECKED BY:	BRW	FILE No.	19-01

CITY OF RAMSEY
7550 SUNWOOD DRIVE
RAMSEY, MN 55303
(763) 427-1410 FAX (763) 433-9898

SWPPP - NOTES

FORD BROOK ESTATES STREET RECONSTRUCTIONS
CITY PROJECT NO. 19-01
CITY OF RAMSEY, MINNESOTA

SHEET 17 OF 19 SHEETS

SEQUENCE OF CONSTRUCTION:

Construction shall proceed in the following sequence:

1. Contractor shall schedule and conduct a pre-construction meeting with the City.
2. Contractor shall secure all necessary permits and licenses.
3. Furnish & install erosion control measures.
4. Maintain erosion control measures, i.e. silt fence, inlet protection.
5. Remove existing bituminous pavement and base.
6. Remove undesirable subcut material.
7. Prepare subbase, finish and install geotextile fabric, select granular base material, and draintile.
8. Furnish and install class 5 aggregate base, grade and compact aggregate.
9. Furnish & install base course of bituminous pavement
10. Grade and compact drainage ditches to final grades, install restoration per plan.
11. Furnish & install wear course of bituminous pavement.
12. Remove erosion control after vegetation is established.

ADDITIONAL STORMWATER POLLUTION PREVENTION, GRADING PLAN, AND SCHEDULE NOTES:

1. All slopes to be 1:4 unless approved by the city engineer.
2. Below grade structures shall be protected and meet drainage requirements per the city engineer.
3. Construction operation hours are from 7:00 a.m. - 10:00 p.m. Monday through Saturday.
4. Call Gopher State One Call for utility locations prior to any work at 1-800-252-1166.
5. Permittee may need to modify SWPPP if the general objectives of controlling pollutants is not being met.
6. Operator shall implement these and any other BMP's that may be required to meet the general permit requirements.
7. Site is not in karst area or pollution or remediation site.
8. Silt fence to be installed downhill from any grading activity.
9. If tracking onto adjacent streets occurs a street sweeper shall be used to clean streets within 8 hours or as directed by the engineer.
10. Dust control may be necessary during rough grading. No grading can take place if wind speed exceeds 25 mph.
11. Solid waste shall be collected and disposed of properly and must comply with MPCA disposal requirements.
12. Hazardous materials shall be stored properly to prevent spills and vandalism.
13. No engine degreasing is allowed on site. External washing of vehicles shall be limited to a defined area (bone yard) on site.
14. Permittee(s) shall adhere to all SWPPP specifications on the plan and other MPCA permit requirements.

EROSION PREVENTION PRACTICES:

1. The permittee(s) must plan for and implement appropriate construction phasing, vegetative buffer strips, horizontal slope grading, and other construction practices that minimize erosion, so that the inspection and maintenance requirements are complied with. The location of areas not to be disturbed must be delineated (e.g. with flags, stakes, signs, silt fence, etc.) on the development site before work begins.
2. All exposed soil areas must be stabilized as soon as practical, but in no case later than 7 days after the construction area has temporarily or permanently ceased.
   These areas include constructed stormwater management pond side slopes, and any exposed soil areas with a positive slope to a stormwater conveyance system, such as a curb and gutter system, storm sewer inlet, temporary or permanent drainage ditch or other natural or man made systems that discharge to a surface water.
3. The normal wetted perimeter of any temporary or permanent drainage ditch that drains water from a construction site, or diverts water around a site, must be stabilized within 200 lineal feet from the property edge, or from the point of discharge to any surface water. Stabilization must be completed within 24 hours of connecting to a surface water.
4. Pipe outlets must be provided with temporary or permanent energy dissipation within 24 hours of connection to a surface water.
5. All disturbed areas, except roadways, building areas, parking areas, islands and sidewalk, shall be restored with minimum 4 inches topsoil, seeded and mulched within 7 days of completion of site grading. Seeding shall be in accordance with MnDOT Specification 2575. Where side slopes exceed or equal 1:3 and running slope is greater than 1:50, a polypropylene netting or wood fiber blanket shall be provided and staked over the mulched area. Seed and mulch types and applications rates are per plan and specification.
6. Refer to restoration plan for areas to be seeded or sodded for erosion control.

DEWATERING AND BASIN DRAINING:

1. Dewatering or basin draining (e.g. pumped discharges, trench/ditch cuts for drainage) related to the construction activity that may have turbid or sediment laden discharge water must be discharged to a temporary or permanent sedimentation basin on the project site whenever possible. If the water cannot be discharged to a sedimentation basin prior to entering the surface water, it must be treated with the appropriate BMP's, such that the discharge does not adversely affect the receiving water or downstream landowners. The permittee(s) must ensure that discharge points are adequately protected from erosion and scour. The discharge must be dispersed over natural rock rip rap, sand bags, plastic sheeting or other accepted energy dissipation measures. Adequate sedimentation control measures are required for discharge water that contains suspended solids.
2. All water from dewatering or basin draining activities must be discharged in a manner that does not cause nuisance conditions, erosion in receiving channels or on downslope properties, or inundation in wetlands causing significant adverse impact to the wetland.

SEDIMENT CONTROL PRACTICES:

1. Sediment control practices must minimize sediment from entering surface waters, including curb and gutter systems and storm sewer inlets.
   a. Temporary or permanent drainage ditches and sediment basins that are designed as part of a treatment system (e.g. ditches with rock check dams) require sediment control practices only as appropriate for site conditions.
   b. If the down gradient treatment system is overloaded, additional upgradient sediment control practices must be installed to eliminate the overloading, and the SWPPP must be amended to identify these additional practices.
   c. In order to maintain sheet flow and minimize rills and/or gullies, there shall be no unbroken slope length of greater than 75 feet for slopes with a grade of 1:3 or steeper.
2. Sediment control practices must be established on all down gradient perimeters before any upgradient land disturbing activities begin. These practices shall remain in place until final stabilization has been established.
3. The timing of the installation of sediment control practices may be adjusted to accommodate short-term activities such as clearing or grubbing, or passage of vehicles. Any short-term activity must be completed as quickly as possible and the sediment control practices must be installed immediately after the activity is completed. However, sediment control practices must be installed before the next precipitation event even if the activity is not complete.
4. All storm drain inlets must be protected by appropriate BMP's during construction until all sources with potential for discharging to the inlet have been stabilized.
5. Temporary soil stockpiles must have silt fence or other effective sediment controls, and cannot be placed in surface waters, including stormwater conveyances such as curb and gutter systems, or conduits and ditches.
6. Stockpile areas which remain on the site for more than seven days shall be seeded, mulched, and surrounded by silt fence.
7. Vehicle tracking of sediment from the construction site must be minimized by BMP's such as stone pads, concrete or steel wash racks, or equivalent systems. Street sweeping must be used if such BMPs are not adequate to prevent sediment from being tracked onto the street.
8. The permittee must install temporary sedimentation basins as required.

INSPECTIONS AND MAINTENANCE:

1. The permittee(s) (either the owner or operator, whoever is identified in the SWPPP) must 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. Following an inspection that occurs within 24 hours after a rainfall event, the next inspection must be conducted within 7 days.
2. All inspections and maintenance conducted during construction must be recorded in writing and these records must be retained with the SWPPP. Records of each inspection and maintenance activity shall include:

a. Date and time of inspections;
b. Name of persons conducting inspections;
c. Accurate findings of inspections, including the specific location where corrective actions are needed;
d. Corrective actions taken (including dates, times, and party completing maintenance activities);
e. Date of all rainfall events greater than ½ inches in 24 hours, and the amount of rainfall for each event. Permittee(s) 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;
f. If permittee(s) observe a discharge (i.e., color, odor, settled or suspended solids, oil sheen, and other obvious indicators of pollutant(s);
g. Any amendments to the SWPPP proposed as a result of the inspection must be documented as required in Section 6 of the general permit within seven (7) calendar days.

3. Where parts of the construction site have undergone final stabilization, but work remains on other parts of the site, inspections of the stabilized areas may be reduced to once per month. Where work has been suspended due to frozen ground conditions, the required inspections and maintenance must take place within 24 hours after runoff occurs at the site or 24 hours prior to resuming construction, whichever occurs first.
4. All erosion prevention and sediment control BMP's must be inspected to ensure integrity and effectiveness. All nonfunctional BMP's must be repaired, replaced, or supplemented with functional BMP's. The permittee(s) must investigate and comply with the following inspection and maintenance requirements:

a. All silt fence must be repaired, replaced, or supplemented when they become nonfunctional or the sediment reaches ⅓ of the height of the fence. These repairs must be made within 24 hours of discovery, or as soon as field conditions allow access.
b. Temporary and permanent sedimentation basins must be drained and the sediment removed when the depth of sediment collected in the basin reaches ½ the storage volume. Drainage and removal must be completed within 72 hours of discovery, or as soon as field conditions allow access.
c. Surface waters, including drainage ditches and conveyance systems, must be inspected for evidence of sediment being deposited by erosion. The permittee(s) 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. The removal and stabilization must take place within seven (7) days of discovery unless precluded by legal, regulatory, or physical access constraints. The permittee shall use all reasonable efforts to obtain access. If precluded, removal and stabilization must take place within seven (7) calendar days of obtaining access. The permittee is responsible for contacting all local, regional, state and federal authorities and receiving any applicable permits, prior to conducting any work.
d. Construction site vehicle exit locations must be inspected for evidence of off-site sediment tracking onto paved surfaces. Tracked sediment must be removed from all paved surfaces within 3 hours after notification by the City that sweeping is required.
   e.The permittee(s) are responsible for the operation and maintenance of temporary and permanent water quality management BMP's as well as all erosion prevention and sediment control BMP's, for the duration of the construction work at the site. The permittee(s) are responsible until another permittee has assumed control over all areas of the site that have not been finally stabilized or the site has undergone final stabilization, and a NOT has been submitted to the MPCA.
e. If sediment escapes the construction site, off-site accumulations of sediment must be removed in a manner and at a frequency sufficient to minimize off-site impacts (e.g. fugitive sediment in streets could be washed into storm sewers by the next rain and/or pose a safety hazard to users of public streets).

5. All infiltration areas must be inspected to ensure that no sediment from ongoing construction activities is reaching the infiltration area and these areas are protected from compaction due to construction equipment driving across the infiltration area.
6. Storm sewer pipes and structures to be inspected and cleaned out.

DATE	REVISION

Apr 09, 2019 - 11:20am
G:\Engineering\AutoCad Dwgs\Projects A-M\Ford Brook Estates 19-01\Plan Drawings\19-01 SWPPP.dwg

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
Date 4/8/19 Lic. No. 40116

DESIGNED BY:	JJF	
DRAWN BY:	JJF	DATE: 4/8/19
CHECKED BY:	BRW	FILE No. 19-01

CITY OF RAMSEY
7550 SUNWOOD DRIVE
RAMSEY, MN 55303
(763) 427-1410 FAX (763) 433-9898

SWPPP - NOTES

FORD BROOK ESTATES STREET RECONSTRUCTIONS
CITY PROJECT NO. 19-01
CITY OF RAMSEY, MINNESOTA

0 25 50 75
SCALE (FEET)

N

5725
5665
5745
18030
18029
5706
18013
18012

SITE DISCHARGE POINT

180TH LANE

3+00 4+00 5+00 6+00 7+00 8+00 8+45

24'

SB C-14

R - 37'

R - 37'

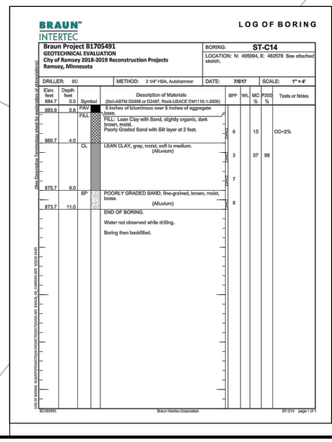
2+00 1+00 0+00

KRYPTON STREET

SAINT FRANCIS BOULEVARD (TH 47)

SB C-15

R 43'

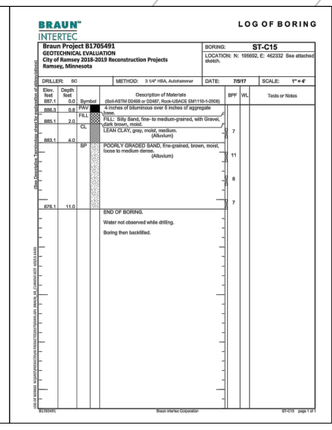

BRAUN INTERTEC — LOG OF BORING

Braun Project B1705491
GEOTECHNICAL EVALUATION
City of Ramsey 2018-2019 Reconstruction Projects
Ramsey, Minnesota

BORING: ST-C14
LOCATION: N: 495994.6, E: 482578 See attached sketch.

DRILLER: BG | 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
885.9	0.0	PAV	4 inches of bituminous over 5 inches of aggregate base.					
884.7	1.2	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	5.2	CL	LEAN CLAY, grey, moist, soft to medium. (Alluvium)	3		37	89	
875.7	10.2	SP	POORLY GRADED SAND, fine-grained, brown, moist, loose. (Alluvium)	7				
873.7	12.2		END OF BORING. Water not observed while drilling. Boring then backfilled.	8				


BRAUN INTERTEC — LOG OF BORING

Braun Project B1705491
GEOTECHNICAL EVALUATION
City of Ramsey 2018-2019 Reconstruction Projects
Ramsey, Minnesota

BORING: ST-C15
LOCATION: N: 195692.0, E: 482332 See attached sketch.

DRILLER: BG | 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
887.1	0.0	PAV	4 inches of bituminous over 5 inches of aggregate base.			
886.3	0.8	FILL	FILL: Silty Sand, fine- to medium-grained, with Gravel, dark brown, moist.	7		
885.1	2.0	CL	LEAN CLAY, grey, moist, medium. (Alluvium)	11		
883.1	4.0	SP	POORLY GRADED SAND, fine-grained, brown, moist, loose to medium dense. (Alluvium)	6		
876.1	11.0		END OF BORING. Water not observed while drilling. Boring then backfilled.	7		

LEGEND

- PR. MAJOR CONTOUR
- PR. MINOR CONTOUR
- EX. MAJOR CONTOUR
- EX. MINOR CONTOUR
- DRAINAGE ARROW
- IMPER. PAVEMENT
- PR. SILT FENCE
- TREE SAVE FENCE
- PR. INLET PROTECTION

DATE	REVISION

Apr 09, 2019 - 11:21am
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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 Professional Engineer under the laws of the State of Minnesota

BRUCE WESTBY
Date 4/8/19 Lic. No. 40116

DESIGNED BY:	JJF
DRAWN BY:	JJF
DATE:	4/8/19
CHECKED BY:	BRW
FILE No.	19-01

City of RAMSEY

CITY OF RAMSEY
7550 SUNWOOD DRIVE
RAMSEY, MN 55303
(763) 427-1410 FAX (763) 433-9898

SWPPP - SITE PLAN

FORD BROOK ESTATES STREET RECONSTRUCTIONS
CITY PROJECT NO. 19-01
CITY OF RAMSEY, MINNESOTA

SHEET 19 OF 19 SHEETS

BOLTON & MENK
Real People. Real Solutions.

7533 Sunwood Drive NW
Suite 206
Ramsey, MN 55303-5119

Ph: (763) 433-2851
Fax: (763) 427-0833
Bolton-Menk.com

April 16, 2019

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

RE: Proposal for Construction Staking Services
City of Ramsey Improvement Project #19-01, Ford Brook Estates Street Reconstructions

Dear Mr. Westby:

We appreciate the opportunity to assist the City of Ramsey with the construction survey for the above referenced project. We have reviewed the April 8, 2019 plans for the project and developed our scope and fee based on those documents.

SCOPE OF WORK

Bolton & Menk will complete the following survey related tasks associated with the project:

- Establish Horizontal and Vertical Control,
- Create Stakeout Files,
- Storm Sewer Related,
- Culverts,
- Concrete Curb and Gutter (Both Sides Plus Cul-De-Sac), and
- Miscellaneous pavement, striping and restoration.

ASSUMPTIONS

We have made the following assumptions in preparing this proposal:

- We will be supplied with existing control that was used for the topographic survey,
- We will be supplied with AutoCAD files of the design, including alignments and profiles, and
- No allowances are included for as-built surveys,

PROPOSED FEES

Bolton & Menk will perform the work based on the hours and rates presented in the following table:

Personnel	Hours	Rate/Hr	Total
Licensed Surveyor	2.0	$120.00	$ 240.00
Survey Technician	6.0	$100.00	$ 600.00
Survey Crew Chief	28.0	$115.00	$ 3,220.00
Totals	**36.0**		**$ 4,060.00**

Bolton & Menk is an equal opportunity employer.

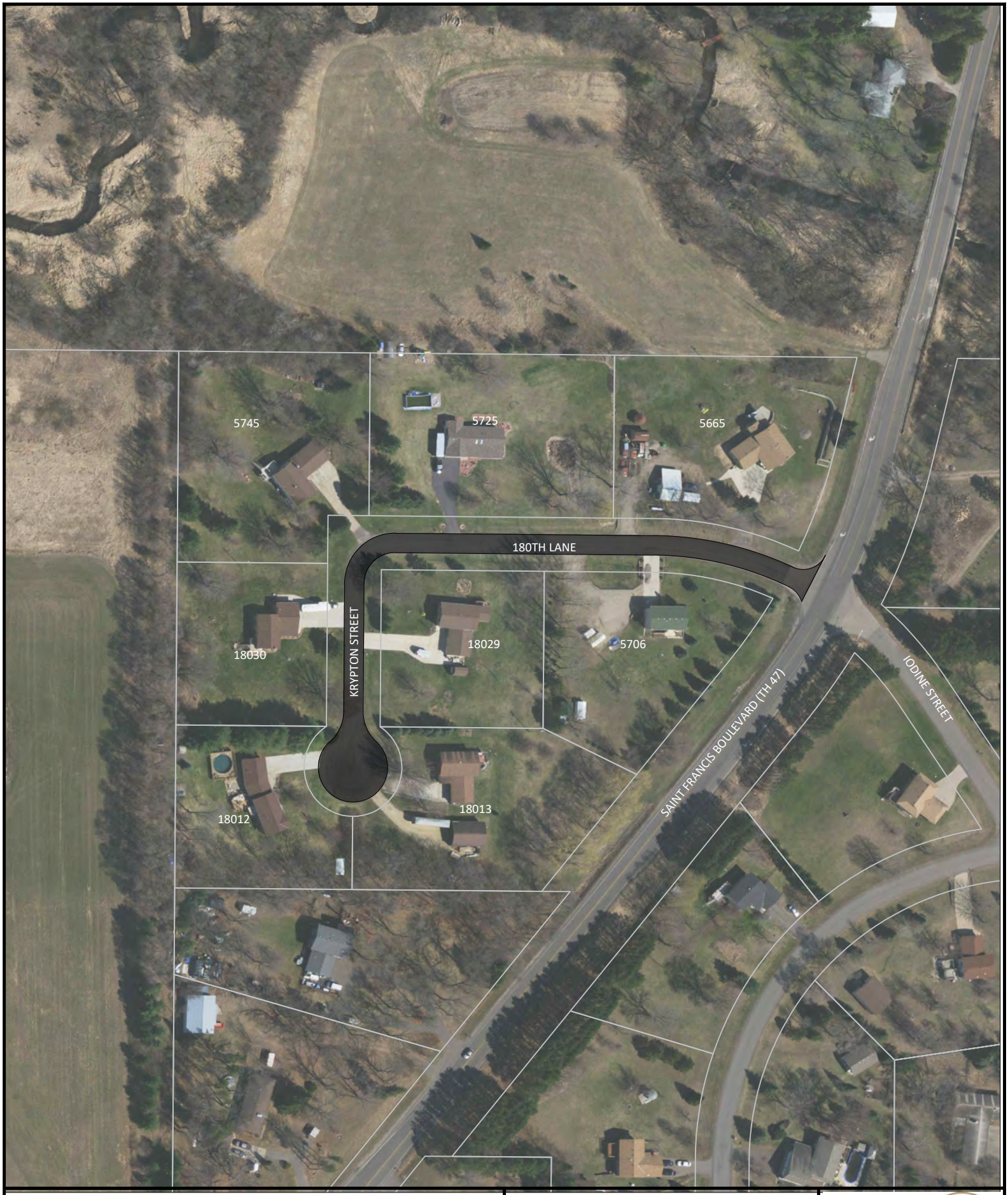
We propose to complete the services for a Not-to-Exceed amount of $4,060.00. No additional fees for stakes, mileage, equipment, etc. will be invoiced to the City, but are included in our hourly rates. Additional services, if required, will be performed at the rates presented in the table above. The rates above are valid through the 2019 construction season.

If there are any questions, please call me at (651) 968-7760.

Sincerely,
BOLTON & MENK, INC.

Kevin P. Kielb, P.E.
Principal Engineer

Bolton & Menk is an equal opportunity employer.



FORD BROOK ESTATES
PROJECT SCOPE

0 150 300 450
SCALE (FEET)

N

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.*

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: 05/14/2019

By: Len Linton, Engineering/Public Works

Information

Title:

Adopt Resolution 19-115 Approving Plans and Specifications and Authorizing Advertisements for Bids for The COR Infiltration Basin Improvements, Improvement Project #18-09

Purpose/Background:

The purpose of this case is to approve Plans and Specifications and authorize Advertisements for Bids for The COR Infiltration Basin Improvements, Improvement Project #18-09.

Observations/Alternatives:

The City made the decision to place their municipal wells in the western part of the City where development was expected to happen in the mid 1990's. The area around the wells was selected as the site of Ramsey Town Center (RTC) in the early 2000's. The state required development of a wellhead protection plan for the wells in the mid 2000's. The City acquired the foreclosed RTC properties in 2009 and began marketing the properties as The COR.

The City is part of the Lower Rum River Watershed Management Organization (LRRWMO), which is tasked with maintaining water quality through regulating stormwater discharges. The LRRWMO Third Generation Plan was adopted in 2012, and must be updated every 10 years just like the City Comprehensive Plan. The Third Generation plan required infiltration of the first one (1) inch of runoff from all impervious surfaces (roofs and paving) on new projects. The infiltration guidelines discourage or prohibit infiltration in wellhead protection areas. The Third Generation Plan has a provision that projects can pay into an infiltration mitigation fund if they cannot infiltrate on site.

Most of The COR area to be developed is in the area where infiltration is not permitted. All projects developed in the COR since 2015 have paid into the infiltration mitigation fund. LRRWMO permits were approved for these projects with the condition that the City develop an infiltration basin in an area where infiltration is permitted. The City was first required to have the infiltration basin in place by July 1, 2018. The LRRWMO Board later extended this requirement to September 30, 2019.

The City Council approved preparation of plans and specifications for the COR Infiltration Basin Improvements on April 9, 2018. Staff has since completed plans and specifications and wants to request City Council approval of plans and authorization to advertise for bids on May 14, 2019.

Construction of the improvements is estimated to take 60 to 75 days, depending on weather. Construction must therefore start by mid-July to ensure completion by the LRRWMO Permit deadline of September 30, 2019. If the Council approves plans and authorizes ads for bids on May 14, bids could be advertised May 17 and 24, bids could be opened June 7, and awarded on June 11. At that time, the Contractor could order the lift station, which has an anticipated delivery lead-time of 4 months. If necessary, Staff can request a second project completion extension from the LRRWMO Board based on when the lift station is expected to be operational.

This project will generate approximately 35,000 cubic yards of soil that will need to be exported. Based on the need for fill within two other areas of The COR, the plans incorporate provisions for the Contractor to place the excess fill in those areas after installing erosion control measures (silt fence) and stripping the existing topsoil to expose the underlying granular material. This base material will be tested and compacted, and the imported fill will be placed in specified lifts that will be compacted and documented.

The area south of Sunwood Drive and east of Zeolite Street was identified as one of the sites for the excess fill. This site will take approximately 6,000 cubic yards. Bringing this site to grade will accomplish two things. It will address a concern raised by the Minnesota Department of Health about the area around the municipal well being depressed and holding water. It will also make the site more marketable. The remainder of the fill will be placed in the Municipal Plaza recreational area of The COR north of Sunwood Drive and west of Center Street.

Attached are sheets 11 to 14 of the draft plans. Staff will present the plans in more detail during the meeting.

This case was reviewed by the Public Works Committee on April 16, 2019, at which time the Committee recommended CIty Council approval of plans and specifications and authorization to advertise for bids.

Funding Source:

The estimated cost for the improvements is $1,200,000. The City has collected infiltration mitigation funds from all developments that have occurred in The COR since 2015. These funds will pay approximately 1/4 of the cost of the project. The City will pay the remainder of the project now using stormwater utility funds. These costs will be reimbursed as future development occurs.

Recommendation:

Staff recommends the City Council adopt resolution 19-115 approving Plans and Specifications and authorizing Advertisements for Bids for The COR Infiltration Basin Improvements, Improvement Project #18-09.

Action:

Motion to adopt resolution #19-115 approving Plans and Specifications and authorizing Advertisements for Bids for The COR Infilrtration Basin Improvements, Improvement Project #18-09.

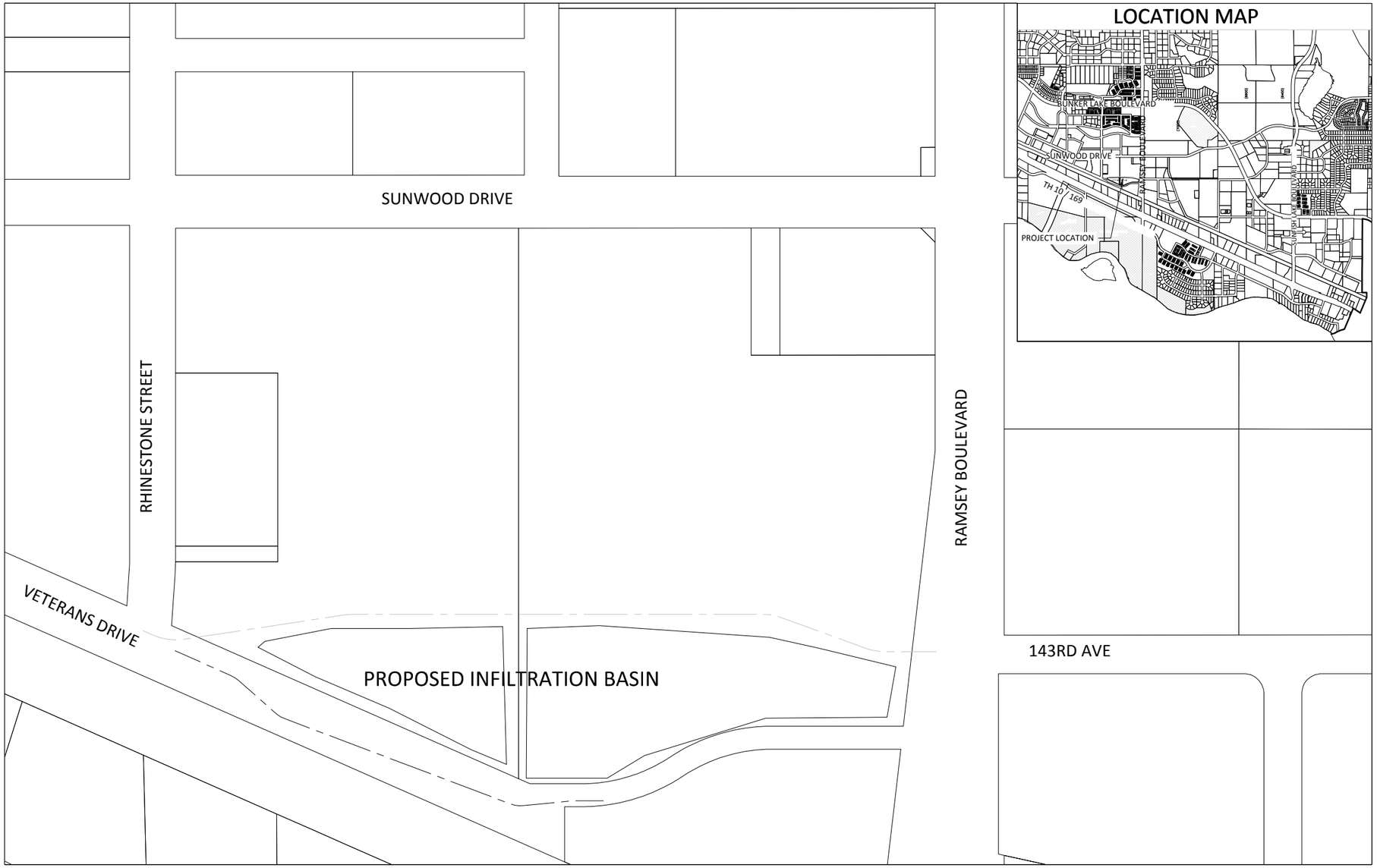
Attachments

Title Sheet
Grading West
Grading East
Grading Zeolite
Grading Center
Lift Station
Resolution

Form Review

Inbox	Reviewed By	Date
Bruce Westby	Bruce Westby	05/08/2019 11:58 AM
Len Linton (Originator)	Len Linton	05/08/2019 12:13 PM
Bruce Westby	Bruce Westby	05/08/2019 12:47 PM
Kurt Ulrich	Kurt Ulrich	05/09/2019 11:49 AM
Form Started By: Len Linton		Started On: 05/07/2019 11:08 AM
Final Approval Date: 05/09/2019		

CITY OF RAMSEY
COR INFILTRATION IMPROVEMENTS
CITY IMPROVEMENT PROJECT NO. 18-09



LOCATION MAP

GOVERNING SPECIFICATIONS

THE 2018 EDITION OF THE MINNESOTA DEPARTMENT OF TRANSPORTATION "STANDARD SPECIFICATIONS FOR CONSTRUCTION" SHALL GOVERN.

ALL FEDERAL, STATE AND LOCAL LAWS, REGULATIONS AND ORDINANCES SHALL BE COMPLIED WITH IN THE CONSTRUCTION OF THIS PROJECT.

ALL TRAFFIC CONTROL DEVICES AND SIGNING SHALL CONFORM TO THE MINNESOTA MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES, INCLUDING THE FIELD MANUAL FOR TEMPORARY TRAFFIC CONTROL ZONE LAYOUTS.

SHEET INDEX

THIS PLAN CONTAINS 33 SHEETS

SHEET No.	DESCRIPTION
1	TITLE SHEET
2	STATEMENT OF ESTIMATED QUANTITIES
3	TYPICAL SECTION
4	ALIGNMENT LAYOUT
5 - 8	EXISTING CONDITIONS AND EROSION CONTROL
9 - 10	REMOVAL PLANS
12-14	GRADING PLANS
15	EXISTING STORM SEWER PLAN AND PROFILE
16	ACCESS ROAD PLAN AND PROFILE
17- 28	CROSS SECTIONS - ACCESS ROAD
29 - 30	SWPPP
31 5.01	LIFT STATION PLANS AND SECTIONS
32 7.01	LIFT STATION ELECTRICAL PLAN
33 7.02	LIFT STATION ELECTRICAL DETAILS

LEGEND

LIGHT POLE	EASEMENT
TREE	RIGHT OF WAY
TREE	ELECTRIC
SHRUB	OVERHEAD ELECTRIC
SIGN	GAS
VALVE	TELECOMMUNICATIONS
UTILITY PEDESTAL	STORM SEWER
HAND HOLE	SANITARY SEWER
REMOVE TREE	WATERMAIN
3'X2' CATCH BASIN	SAWCUT PAVEMENT
MANHOLE	TREE LINE
INLET PROTECTION	FENCE
HYDRANT	LANDSCAPING
VALVE	RETAINING WALL
	5' CONTOUR LINE
	1' CONTOUR LINE
	SILT FENCE
	EXISTING CONCRETE CURB & GUTTER
	B618 CONCRETE CURB & GUTTER
	REMOVE BITUMINOUS PAVEMENT
	SODDING TYPE LAWN
	CONCRETE PAVEMENT
	BITUMINOUS PAVEMENT
	GRAVEL SURFACE
	ROCK CONSTRUCTION EXIT

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.

LEONARD LINTON, P.E.
RAMSEY CIVIL ENGINEER IV

21112 LIC. NO.

DATE 5/08/19

DATE	REVISION

0 100 200 300
SCALE (FEET)

N

City of RAMSEY

CITY OF RAMSEY
7550 SUNWOOD DRIVE
RAMSEY, MN 55303
(763) 427-1410 FAX (763) 433-9898

THE SUBSURFACE UTILITY INFORMATION IN THIS PLAN IS UTILITY QUALITY LEVEL D. THIS QUALITY LEVEL WAS DETERMINED ACCORDING TO THE GUIDELINES OF CI/ASCE 38-02, ENTITLED "STANDARD GUIDELINES FOR THE COLLECTION AND DEPICTION OF EXISTING SUBSURFACE UTILITY DATA."

NOTE: EXISTING UTILITY INFORMATION SHOWN ON THIS PLAN HAS BEEN PROVIDED BY THE UTILITY OWNER. THE CONTRACTOR SHALL FIELD VERIFY EXACT LOCATIONS PRIOR TO COMMENCING CONSTRUCTION AS REQUIRED BY STATE LAW. NOTIFY GOPHER STATE ONE CALL 1-800-252-1166 OR 651-454-0002

GSOC

Call before you dig
811
651 454-0002 Metro
800 252-1166 Outstate
www.gopherstateonecall.org

Apr 26, 2019 - 3:03pm
G:\Engineering\AutoCad Dwgs\Projects A-M\COR Infiltration Basin Design\Final Design\18-09 Cover and Notes.dwg

NOTES:
1. EXCAVATE INFILTRATION BASINS WITH LOW GROUND PRESSURE EQUIPMENT TO PREVENT COMPACTION OF THE SOILS.
2. INSTALL SECONDARY SILT FENCE AT BASE OF SLOPE AFTER EXCAVATION TO PROTECT BASE OF BASIN FROM EROSION.
3. REMOVE ALL COHESIVE SOILS (SC, SP-SM, SM) BELOW BASE OF BASIN AND REPLACE WITH LOOSE PLACED SAND (SP).

0 15 30 60 90
SCALE (FEET)

N

VETERANS DRIVE

RHINESTONE STREET

FUTURE PERIDOT STREET

GRADING FOR FUTURE ROAD EXTENSION

BITUMINOUS ACCESS ROAD

SB-1 SB-2 SB-3 SB-5 SB-9 SB-12

DRI-1 DRI-2

WEST INFILTRATION BASIN

LOWEST ELEV.	859.8	62,236 SF
MAXIMUM WATER ELEV.	863.0	77,819 SF
MAXIMUM DEPTH	3.7 FT	
MAXIMUM VOLUME		
MAXIMUM VOLUME TOTAL BASIN		646,196 CF
REQUIRED TREATMENT VOLUME		624,031 CF

MATCH TO SHEET 12 STA

SEE SHEETS XXX FOR LIFT STATION AND PIPING INFORMATION

25' 10'

SF

LEGEND

- SOIL BORING
- DOUBLE RING INFILTROMETER TEST
- FUTURE 1 FT CONTOUR
- FUTURE 5 FOOT CONTOUR
- EXISTING 1 FT CONTOUR
- EXISTING 5 FOOT CONTOUR
- PROPOSED 1 FOOT CONTOUR
- PROPOSED 5 FOOT CONTOUR
- X 859.8 PROPOSED SPOT ELEVATION
- SF SILT FENCE
- EXISTING STORM STRUCTURE
- EXISTING STORM PIPE
- PROPOSED STORM PIPE
- PROPOSED STORM STRUCTURE
- EXISTING DRAINAGE AND UTILITY EASEMENT

DATE	REVISION

Apr 26, 2019 - 3:07pm
G:\Engineering\AutoCad Dwgs\Projects A-M\COR Infiltration Basin Design\Final Design\18-09 Grading Plan.dwg

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

LEONARD LINTON
Date 5/08/19 Lic. No. 21112

DESIGNED BY:	LLL	
DRAWN BY:	LLL	DATE: 5/08/19
CHECKED BY:	LLL	FILE No. 18-09

City of RAMSEY

CITY OF RAMSEY
7550 SUNWOOD DRIVE
RAMSEY, MN 55303
(763) 427-1410 FAX (763) 433-9898

GRADING PLAN WEST

COR INFILTRATION BASIN IMPROVEMENTS
CITY PROJECT NO. 18-09
CITY OF RAMSEY, MINNESOTA

SHEET 11 OF 37 SHEETS

NOTES:
1. EXCAVATE INFILTRATION BASINS WITH LOW GROUND PRESSURE EQUIPMENT TO PREVENT COMPACTION OF THE SOILS.
2. INSTALL SECONDARY SILT FENCE AT BASE OF SLOPE AFTER EXCAVATION TO PROTECT BASE OF BASIN FROM EROSION.
3. REMOVE ALL COHESIVE SOILS (SC, SP-SM, SM) BELOW BASE OF BASIN AND REPLACE WITH LOOSE PLACED SAND (SP).

EAST INFILTRATION BASIN
LOWEST ELEV. 859.8 88,444 SF
MAXIMUM WATER ELEV. 863.0 114,829 SF
MAXIMUM DEPTH 3.2 FT
MAXIMUM VOLUME

SB-6
SB-7
SB-8
SB-9
SB-10
SB-11
SB-12
DRI-2

MATCH TO SHEET 11 STA

SEE SHEETS XXX FOR LIFT STATION AND PIPING INFORMATION

SF

EDGE OF POND

EXISTING STORM WATER RETENTION POND

STORMWATER LIFT STATION
SEE SHEETS XXX-XXZ FOR DETAILS

RETENTION POND

OUTLOT HH

RAMSEY BOULEVARD

143 R

0 15 30 60 90
SCALE (FEET)

N

LEGEND

- PROPOSED SOIL BORING
- FUTURE 1 FT CONTOUR
- FUTURE 5 FOOT CONTOUR
- EXISTING 1 FT CONTOUR
- EXISTING 5 FOOT CONTOUR
- PROPOSED 1 FOOT CONTOUR
- PROPOSED 5 FOOT CONTOUR
- X 859.8 PROPOSED SPOT ELEVATION
- PROPOSED STORM PIPE
- PROPOSED STORM STRUCTURE
- SF SILT FENCE

DATE	REVISION

Apr 26, 2019 - 3:07pm
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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 Professional Engineer under the laws of the State of Minnesota

LEONARD LINTON
Date 5/08/19 Lic. No. 21112

DESIGNED BY:	LLL		
DRAWN BY:	LLL	DATE:	5/08/19
CHECKED BY:	BRW	FILE No.	18-09

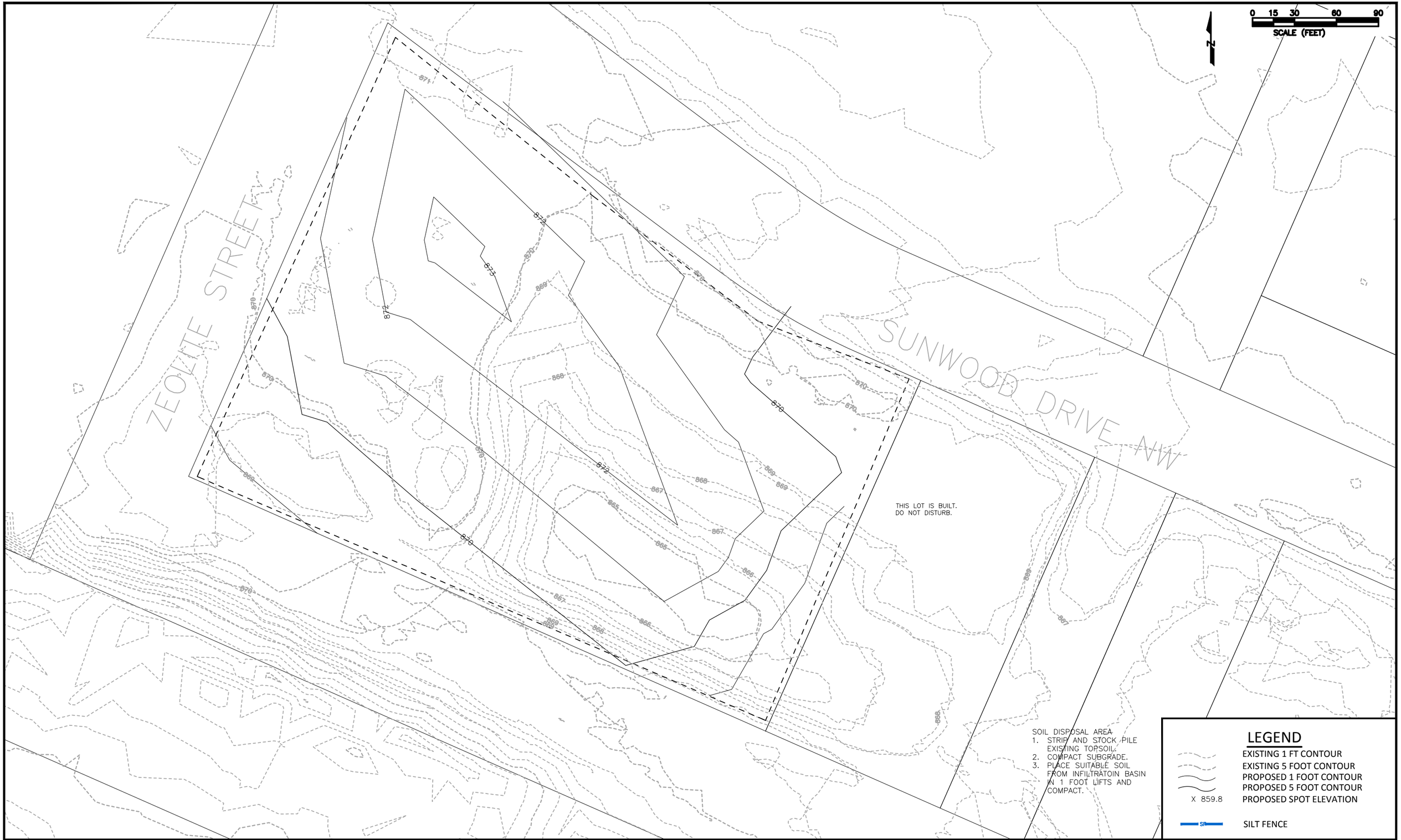
City of RAMSEY

CITY OF RAMSEY
7550 SUNWOOD DRIVE
RAMSEY, MN 55303
(763) 427-1410 FAX (763) 433-9898

GRADING PLAN EAST

COR INFILTRATION BASIN IMPROVEMENTS
CITY PROJECT NO. 18-09
CITY OF RAMSEY, MINNESOTA

SHEET 12 OF 28 SHEETS



DATE	REVISION

Apr 26, 2019 - 3:07pm
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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 Professional Engineer under the laws of the State of Minnesota

LEONARD LINTON
Date 5/08/19 Lic. No. 21112

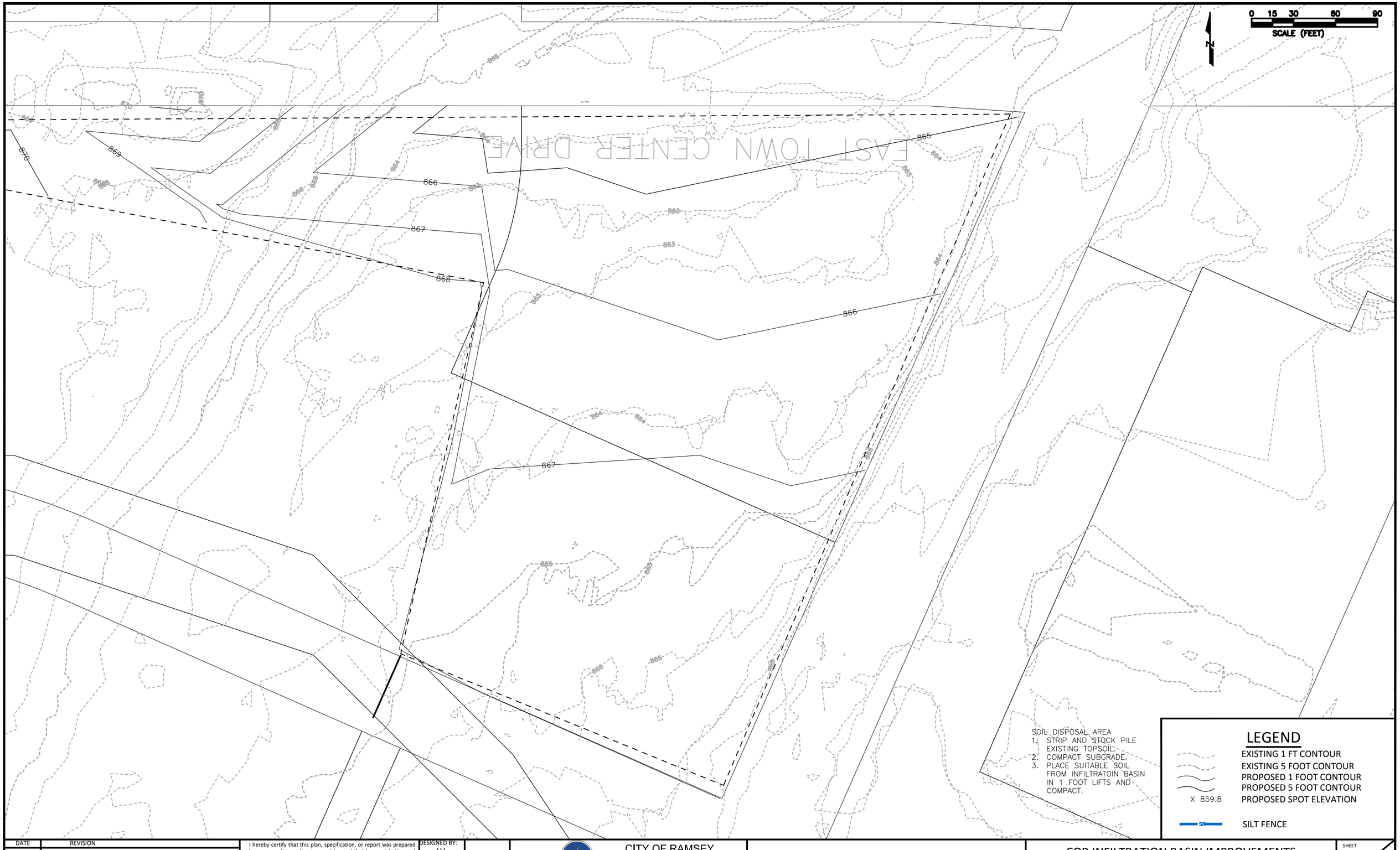
DESIGNED BY:	LLL		
DRAWN BY:	LLL	DATE:	5/08/19
CHECKED BY:	BRW	FILE No.	18-09

CITY OF RAMSEY
7550 SUNWOOD DRIVE
RAMSEY, MN 55303
(763) 427-1410 FAX (763) 433-9898

GRADING ZEOLITE STREET SITE

COR INFILTRATION BASIN IMPROVEMENTS
CITY PROJECT NO. 18-09
CITY OF RAMSEY, MINNESOTA

SHEET 13 OF 28 SHEETS



DATE	REVISION

Apr 26, 2019 - 3:07pm
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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 Professional Engineer under the laws of the State of Minnesota

LEONARD LINTON
Date 5/08/19 Lic. No. 21112

DESIGNED BY: LLL		
DRAWN BY: LLL	DATE: 5/08/19	
CHECKED BY: BRW	FILE No. 18-09	

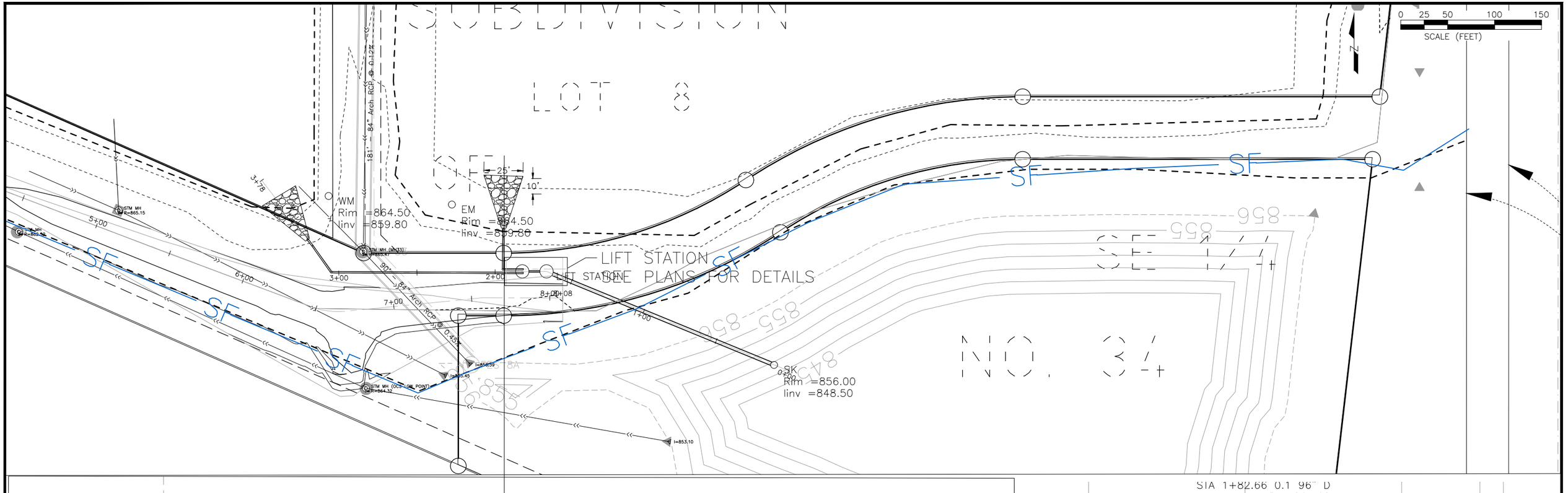
City of RAMSEY

CITY OF RAMSEY
7550 SUNWOOD DRIVE
RAMSEY, MN 55303
(763) 427-1410 FAX (763) 433-9898

GRADING CENTER STREET SITE

COR INFILTRATION BASIN IMPROVEMENTS
CITY PROJECT NO. 18-09
CITY OF RAMSEY, MINNESOTA

SHEET 14 OF 37 SHEETS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Councilmember _____ introduced the following resolution and moved for its adoption.

RESOLUTION #19-115

RESOLUTION APPROVING PLANS AND SPECIFICATIONS AND AUTHORIZING ADVERTISEMENTS FOR BIDS FOR IMPROVEMENT PROJECT #18-09, COR INFILTRATION BASIN IMPROVEMENTS

WHEREAS, pursuant to Ramsey City Council Resolution #18-056, adopted March 27, 2018, a Feasibility Report was prepared by the City Engineer with reference to construction of stormwater infiltration basins, a storm water lift station and other appurtenant work; and

WHEREAS, pursuant to Ramsey City Council Resolution #18-072, adopted April 9, 2018, the City Council approved the Feasibility Report, and ordered the City Engineer to prepare plans and specifications for the making of such improvements; and

WHEREAS, pursuant to Ramsey City Council Resolution #18-093, adopted April 23, 2019, the City has acquired title to Part of Outlot A, Ramsey Town Center 13th Addition to be used in the infiltration basins; and

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

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

1) The Ramsey City Council hereby approves the plans and specifications prepared by the City Engineer for the making of such improvements, and authorizes the advertisement of bids for the same improvements as City Improvement Project #18-09.

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 __ day of May, 2019.

_____
Mayor

ATTEST:

_____
City Clerk

CC Regular Session **7. 4.**

Meeting Date: 05/14/2019

By: Sean Sullivan, Community Development

Information

Title:

Adopt Resolution #19-116 Accepting Business Subsidy Request Application and Calling for a Public Hearing; Case of SLP EX, LLC and AMP EX, LLC (Delta Mod Tech)

Purpose/Background:

PURPOSE

Consider multiple actions related to the SLP EX, LLC and AMP EX, LLC (DeltaModTech) project proposal, herein referred to as the Developer. For a detailed outline of future steps, please see the attached schedule.

Please note that this case does not award assistance. This case is simply authorization to begin the review process for future consideration. This is also an opportunity for the City Council to outline any questions it would like answered on an official Application.

> ***STEP 1*** (this case): formally accept a business subsidy application from the Developer and begin the process to establish a new TIF district and consider providing financial incentives. The purpose of this case is not to award any financial incentives to the Developer. However, this case begins the State required public process to allow the City to award financial incentives to the Developer.
>
> ***STEP 2*** (future case June 25, 2019): review underwriting of project pro-forma, consider authorization to establish a new TIF district, and consider awarding TIF agreement/ business subsidy agreement (which will include a specific amount of TIF). This process will evaluate the return on invest by the Developer to determine if providing assistance is necessary and if the Developer's return on investment is within industry standards. This underwriting is done by a third party source, Ehlers. The City will also evaluate the the return on public investment of the in regards to jobs, tax base and community impact.

BACKGROUND (project)

The project consists of:

> ***(A)*** the purchase of 43 acres of land from Hageman Holdings for the Delta Mod Tech site/expansion and further development of Bunker Lake Business Park. The estimated total cost for this step is $3.6M
>
> ***(B)*** within the larger 43-acre parcel, the Developer desires to plat 16.03 acres to construct a 185,000 square foot manufacturing building to lease to Delta Mod Tech. The estimated total cost for the DeltaModTech first building is $16M.

BACKGROUND (subsidy request)

The Developer has asked the City for public financial incentives related to both items above in relation to the Delta Mod Tech project (A and B). Specifically, the Developer is requesting $1,500,000 in Tax Increment Financing/Assistance to assist with eligible project costs. The Developer is requesting the City provide 9 years of pay-go TIF for the 185,000 square foot building and lot to be leased to Delta Mod Tech. Based on their modeling and project pro-forma, the Developerbelieves financial assistance is needed, in order to make this project work.

The Developer has competed and submitted a business subsidy application to staff, including a $10,000 non-refundable fee to establish an project escrow. Staff and Ehlers have preliminarily reviewed the request are

ready to formally process this request (underwriting, establish a new TIF district, draft a TIF agreement). The application states that this project will bring 125 jobs to Ramsey upon completion of the of construction and opening of the new building. In addition, 20 new jobs will be created within 2 years once they move to Ramsey, paying wages of $22.00 / hr. In total, this project will result in at least 145 new, good paying, jobs being brought to Ramsey. The estimated tax assessed value of the completed project is $11.1 Million Dollars and it is expected to generate between $375,000 in total property taxes annually. Attached to this case is the Business Assistance Application and Policy.

Preliminary review of the application and policy indicate that this request meets the criteria necessary to provide financial assistance for this project.

More information on TIF is included in the attached LMC TIF background document and the attached mock TIF run

Notification:

Notification is not required at this time. The purpose of this case is to authorize an official Public Hearing and provide for required notification.

Observations/Alternatives:

Project Benefits

- 145 new jobs for the City of Ramsey. 125 jobs will be retained and relocated to Ramsey by Delta Mod Tech and an additional 20 jobs will be created paying a minimum wage of at least $22.00 / hour.
- Opportunity for employment for Ramsey Residents. Delta Mod Tech is a growing company that will be providing employment opportunities for Ramsey Residents.
- Payment of required outstanding 2011 and 2017 special assessments for the extension of Bunker Lake Boulevard and City Utilities (Bunker Lake Business Park / Puma Street) attributable to the developed parcel will be made at time of proposed property closing in July 2019.
- 19.65 Million Dollar project.
- $375,000 in annual property taxes 1.5 years after project is completed. The newly created local tax revenue will be captured by the TIF district for 9 years. When the district is decertified the City can expect to receive around $90,000 annually in property taxes (including fiscal disparities) from this project.
- The proposed 185,000 square foot building is high-quality and market relevant. It will be one of the largest industrial buildings in Ramsey and be a significant investment for the City's new business park, the Bunker Lake Industrial Park.
- The proposed funding sources for the subsidy request would be from a newly created TIF District 17 Meaning, this subsidy will not have a direct impact on the general tax levy and Ramsey taxpayers. Also, like any TIF project, the existing tax base remains in place, 100%.
- The City of Ramsey is seeking retail and restaurant users. Common feedback from the development community and prospects is that Ramsey needs to improve their demographics in order attract these users. Ramsey can do that by increasing both population (rooftops) and increasing trip generation (i.e. large employers and destination users). The development of Bunker Lake Industrial Park will help improve demographics needed by retail and restaurant users (via new vehicle trip generation).

Project Considerations

- This project must be underwritten and must meet Ramsey's business subsidy policies. The Developer's request must be justified and must meet State Statute. The Developer must demonstrate that "but-for" this assistance, they cannot move forward with this project. Staff will be working with Ehlers to underwrite the Developer's financials/ project pro-forma. The outcome of underwriting this project will determine if, and how much, city subsidy is justified.

Funding Source:

Funding for the assistance would come from the establishment of a new Economic Development TIF District (TIF District #17). The Developer is responsible for the cost of application review through the establishment of Escrow of $10,000.

Recommendation:

Staff is comfortable accepting the business subsidy request application. Staff believes this request needs to be underwritten and checked against our policies. Staff believes the request made by the Developer appears to be reasonable for the City to further consider from a preliminary/ high-level perspective.

EDA Review

- The EDA reviewed this case on 04/11. The EDA discussed the project in great detail.
- The EDA was supportive of accepting the attached application and calling for a public hearing.
- The EDA was excited for this project, and was comfortable with the proposal from SLP EX, LLC and AMP EX, LLC (from a preliminary perspective), and desires to find a reasonable solution to move this project forward.
- The EDA is interested in the results from the financial underwriting process (from Ehlers).

Staff recommends adoption of Resolution #19-116 Calling for a Public Hearing by the City Council on the Proposed Adoption of a Modification to the Development Program for Development District No. 1 and the Proposed Establishment of Tax Increment Financing District No. 17: Delta Mod Tech Therein and Adoption of the Tax Increment Financing Plan.

Action:

Motion to adopt Resolution #19-116 to Accept Business Subsidy Application and Call for a Public Hearing by the City Council on the Proposed Adoption of a Modification to the Development Program for Development District No. 1 and the Proposed Establishment of Tax Increment Financing District No. 17.

Attachments

Resolution #19-116
Business Assistance Application
Site Plan Concept and Elevations
Preliminary TIF Run 185,000 SF Building
Proposed Schedule
TIF Background
TIF Basics

Form Review

Inbox	Reviewed By	Date
Sean Sullivan (Originator)	Sean Sullivan	05/09/2019 02:08 PM
Tim Gladhill	Sean Sullivan	05/09/2019 02:08 PM
Sean Sullivan (Originator)	Sean Sullivan	05/09/2019 02:09 PM
Kurt Ulrich	Kurt Ulrich	05/09/2019 02:43 PM
Tim Gladhill	Tim Gladhill	05/09/2019 02:48 PM
Form Started By: Sean Sullivan		Started On: 04/26/2019 10:01 AM
Final Approval Date: 05/09/2019		

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

CITY OF RAMSEY
ANOKA COUNTY, STATE OF MINNESOTA

RESOLUTION NO. #19-116

RESOLUTION CALLING FOR A PUBLIC HEARING BY THE CITY COUNCIL ON THE PROPOSED ADOPTION OF A MODIFICATION TO THE DEVELOPMENT PROGRAM FOR DEVELOPMENT DISTRICT NO. 1 AND THE PROPOSED ESTABLISHMENT OF TAX INCREMENT FINANCING DISTRICT NO. 17: DELTA MODTECH THEREIN AND THE ADOPTION OF THE TAX INCREMENT FINANCING PLAN THEREFOR.

BE IT RESOLVED by the City Council (the "Council") for the City of Ramsey, Minnesota (the "City"), as follows:

Section 1. Public Hearing. This Council shall meet on June 25, 2019, at approximately 7:00 P.M., to hold a public hearing on the proposed adoption of a Modification to the Development Program for Development District No. 1, the proposed establishment of Tax Increment Financing District No. 17: Delta Modtech, (an economic development district), and the proposed adoption of a Tax Increment Financing Plan therefor, and the approval of a business subsidy, all pursuant to and in accordance with Minnesota Statutes, Sections 469.124 to 469.134 , and Sections 469.174 to 469.1794, inclusive, as amended, and Minnesota Statutes, Sections 116J.993 through 116J.995 in an effort to encourage the development of certain designated areas within the City; and

Section 2. Notice of Public Hearing, Filing of Program and Plan. City staff is authorized and directed to work with Ehlers to prepare a Modification to the Development Program for Development District No. 1 and a Tax Increment Financing Plan for Tax Increment Financing District No. 17: Delta Modtech and to forward documents to the appropriate taxing jurisdictions including Anoka County and Independent School District No. 11. The City Administrator is authorized and directed to cause notice of the hearing, together with an appropriate map as required by law, to be published at least once in the official newspaper of the City not later than 10, nor more than 30, days prior to June 25, 2019, and to place a copy of the Program and Plan on file in the City Administrator's office at City Hall and to make such copy available for inspection by the public.

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

and the following voted against the same:

and the following abstained:

and the following were absent:

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this 14th day of May, 2019

_____
Mayor

ATTEST:

_____
City Clerk

The Economic Development Authority and City of Ramsey, Minnesota

Business Subsidy Policy
Tax Abatement Policy
Tax Increment Policy

Dated January 13, 2009

Prepared by The City of Ramsey

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B. Policy 1
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APPENDIX I: BUSINESS SUBSIDY STATUTE 2008 .....

APPENDIX II: SAMPLE BUSINESS SUBSIDY AGREEMENT .....

APPENDIX III: BUSINESS SUBSIDY REPORTING FORM .....

1. City and EDA of Ramsey Business Subsidy Policy

The following business subsidy criteria are intended to satisfy the requirements of Minnesota Statutes, §§116J.993 through 116J.995 (the "Act"). The term "City" means the City of Ramsey. The term "project" means the property with respect to which the business subsidy is provided.

A. MANDATORY CRITERIA

All projects must comply with the following criteria:

1. *But For Test*. There is a substantial likelihood that the project would not go forward without the business subsidy.
2. *Wage Policy*. If the project results in the creation of any jobs, the wage for each part-time and full-time job created must be, within two years of the date assistance is received (as defined in the Act), at least equal to 70% of the most recent median wage figure for the Twin City 7 County Metro County as published by the Minnesota Department of Employment and Economic Development or such greater amount as the City may require for a specific project.
3. *Economic Feasibility*. The recipient must demonstrate to the satisfaction of the City that it has adequate financing for the project and that the project will be completed in a timely fashion.
4. *Compliance with Act*. The business subsidy from the City must satisfy all requirements of the Act.
5. *Minimum Subsidy Amount*: Financial assistance in the form of a business subsidy of $25,000 or more; and business loans and guarantees of $75,000, must be reported to the Department of Employment and Economic Development. A public hearing is only required if the business subsidy is greater than $150,000.

B. POLICY

1. The City recognizes that the creation of good paying jobs is a desirable goal which benefits the community. Nevertheless, not all projects assisted with subsidies derive their public purposes and importance solely by virtue of job creation. In addition, the imposition of high job creation requirements and high wage level requirements may be unrealistic and counter-productive in the face of larger economic forces of influence and the financial and competitive circumstances of an individual business. In determining the requirements for a project under consideration for a business subsidy, the determination of the number of jobs to be created and the wage levels therefore will be guided by the following principles and criteria:

a. The evaluation of projects will take into consideration the project's importance in and benefit to the community from all perspectives, including created or retained jobs.

b. If a particular project does not involve the creation of jobs, but is nonetheless found to be worthy of support and subsidy, assistance may be approved without any specific job or wage goals if permitted by applicable law.

c. In cases where the objective is the retention of existing jobs, the recipient of the subsidy will be required to provide evidence which demonstrates that the loss of those jobs is specific and demonstrable.

d. The setting of wage and job goals will be informed by (i) prevailing wage rates, (ii) local economic conditions, (iii) external economic forces over which neither the City nor the recipient of the subsidy has control, (iv) the financial resources of the recipient and (v) the competitive environment in which the recipient's business exists.

2. Because it is not possible to anticipate all the needs and requirements of every type of project and the ever-changing needs of the community and in order to retain the flexibility necessary to respond to all proposed projects, the City retains the right to approve projects and business subsidies which may vary from the principles and criteria set forth herein.

C. PROJECT EVALUATION CRITERIA

The project review and evaluation criteria are the following:

1. Jobs and Wages

a. *New Jobs*. The minimum net number of direct full time equivalent jobs to be created or retained by the proposed project for a period of at least two years from the estimated benefit date.

b. *Payroll*. The minimum annual net payroll (including employer contributions for health benefits) to be generated at the end of the second anniversary date of the estimated benefit date.

2. Tax Base

a. *Increase in Tax Base*. The net increase in property taxes estimated to be generated by the project in the second full year of operation.

3. Land Use

   a. *Compliance with Comprehensive or Other Plans.* Whether, apart from any needed services to the community described in section 5 below, the project is compatible with the comprehensive plan and permitted uses for the property.

   b. *Marginal Property*. Whether the project is located on property which needs but is not likely to be developed or redeveloped because of blight or other adverse conditions of the property. For example property may be so blighted that the cost of making land ready for redevelopment exceeds the property's fair market value.

   c. *Design and/or Other Amenities*. Whether, as a result of the business subsidy, the project will include design and/or amenity features not otherwise required by law. For example, the project may, at the request of the City, include landscaping, open space, public trails, employee work out facilities or day care facilities which serve a public purpose but are not required by law.

4. Impact on Existing and Future Public Investment

   a. *Utilization of Existing Infrastructure Investment*. Whether and to what extent (a) the project will utilize existing public infrastructure capacity and (b) the project will require additional publicly funded infrastructure investments.

   b. *Direct Monetary Return on Public Investment*. Arrangements made or to be made for the City to receive a direct monetary return on its investment in the project. For example, the business subsidy may be in the form of an interest bearing loan or may involve a project sharing arrangement.

5. Economic Development

   a. *Leveraged Funds*. For every dollar of business subsidy to be provided for the project, the minimum amount of private funds which will be applied towards the capital cost of the project.

   b. *Spin Off Development*. The dollar amount of non-subsidized development the project is expected to generate in the surrounding area and the need for and likelihood of such spin off development.

c. *Growth Potential*. Based on recipient's market studies and plans for expansion, whether and to what extent the project is expected within five years of its completion, be expanded to produce a net increase of full time equivalent jobs and of payroll, over and above the minimum net increase in jobs and payroll described in section 1 above.

6. Quality of Life

a. *Community Services*. Whether the project will provide services in the community and the need for such services. For example, the project may provide health services, retail convenience services such as a nearby grocery store, or social services needed in the community.

b. *Natural Environment*. Whether the project will add to, or detract from, the environment. It is a reflection of what is important to the community - clean air and water, beautiful scenery, recreational opportunities, and a strong desire to pass along these attributes to future generations.

7. Other

a. *Other Factors*. Depending on the nature of the project, such other factors as the City may deem relevant in evaluating the project and the business subsidy proposed for it.

D. ADDITIONAL CONSIDERATIONS

The City will give consideration to one or more of the issues listed below in determining whether to provide financial or other assistance to a project as a business subsidy:

1. The City may consider the requirements of any other business subsidy received, or to be received, from a grantor other than the City.
2. If the business subsidy is a guaranty, the amount of the business subsidy may be valued at the principal amount of the guaranteed payment obligation.
3. If the business subsidy is real or personal property, the amount of the subsidy will be the fair market value of the property as determined by the City.

4. If the business subsidy is received over time, the City may value the subsidy at its present value using a discount rate equal to an interest rate which the City determines is fair and reasonable under the circumstances.

As used herein "benefit date" means the date the business subsidy is received. If the business subsidy involves the purchase, lease, or donation of physical equipment, then the benefit date occurs when the recipient puts the equipment into service. If the business subsidy is for improvements to property, then the benefit date refers to the earliest date of either: when the improvements are finished for the entire project, or when a business occupies the property.

E. FINANCIAL ASSISTANCE NOT CONSIDERED A BUSINESS SUBSIDY

The following forms of financial assistance are not a business subsidy as per Minnesota Statutes, §§116J.993, Subd.3 and therefore do not require a public hearing:

1. A business subsidy of less than $150,000;
2. Assistance that is generally available to all businesses or to a general class of similar businesses, such as a line of business, size, location, or similar general criteria;
3. Public improvements to buildings or lands owned by the state or local government that serve a public purpose and do not principally benefit a single business or defined group of businesses at the time the improvements are made;
4. Redevelopment property polluted by contaminants as defined in section 116J.552, subdivision 3;
5. Assistance provided for the sole purpose of renovating old or decaying building stock or bringing it up to code and assistance provided for designated historic preservation districts, provided that the assistance is equal to or less than 50 percent of the total cost;
6. Assistance to provide job readiness and training services if the sole purpose of the assistance is to provide those services;
7. Assistance for housing;
8. Assistance for pollution control or abatement, including assistance for a tax increment financing hazardous substance subdistrict as defined under section 469.174, subdivision 23;
9. Assistance for energy conservation;
10. Tax reductions resulting from conformity with federal tax law;

11. Workers' compensation and unemployment insurance;
12. Benefits derived from regulation;
13. Indirect benefits derived from assistance to educational institutions;
14. Funds from bonds allocated under chapter 474A, bonds issued to refund outstanding bonds, and bonds issued for the benefit of an organization described in section 501(c)(3) of the Internal Revenue Code of 1986, as amended through December 31, 1999;
15. Assistance for a collaboration between a Minnesota higher education institution and a business;
16. Assistance for a tax increment financing soils condition district as defined under section 469.174, subdivision 19;
17. Redevelopment when the recipient's investment in the purchase of the site and in site preparation is 70 percent or more of the assessor's current year's estimated market value;
18. General changes in tax increment financing law and other general tax law changes of a principally technical nature;
19. Federal assistance until the assistance has been repaid to, and reinvested by, the state or local government agency;
20. Funds from dock and wharf bonds issued by a seaway port authority;
21. Business loans and loan guarantees of $150,000 or less; and
22. Federal loan funds provided through the United States Department of Commerce, Economic Development Administration; and
23. Property tax abatements granted under section 469.1813 to property that is subject to valuation under Minnesota Rules, chapter 8100.

Adopted by: Ramsey EDA / City Council

Date of Adoption: 11-13-08/1-13-09

Date of Public Hearing: 1-13-09

2. City and EDA of Ramsey Tax Abatement and Tax Increment Financing Policy

A. PURPOSE

The purpose of this policy is to establish the City's position relative to the use of Tax Abatement (§§469.1812 through §§469.1815) and Tax Increment Financing (§§469.174 through §§469.1799) (TIF), also referred to in this document as the *business assistance programs*, or *business assistance*. This policy shall be used as a guide in the processing and review of applications requesting the use of Tax Abatement and Tax Increment Financing. It is the expressed intent of the City to minimize the risk and amount of business assistance to a project and to leverage its public dollars to maximize private sector funding.

The City is granted the power to utilize the business assistance programs by Minnesota Statutes 2008 as cited. The fundamental purpose of the business assistance programs is to encourage desirable private development or redevelopment within the City that would not occur *but for* the assistance provided. Further information related to the States business assistance programs and links to State Statutes can be found at www.state.mn.us.

The City will approve or reject requests for business assistance on a case by case basis taking into consideration established policies, project criteria, and the project's demonstrated public purpose. Meeting all policy criteria does not guarantee approval of the requested business assistance. The City maintains its ability to approve or deny the request at its discretion.

B. PUBLIC PURPOSE OBJECTIVES

The City will consider the use of business assistance programs which demonstrate the achievement of one or more of the following public purpose objectives:

1. To encourage redevelopment of priority sites within the City as determined by the City Council and EDA.

2. To retain local jobs and/or increase the number and diversity of jobs that offer stable employment and/or attractive wages and benefits.

3. To enhance and/or diversify the City's economic base.

4. To encourage additional unsubsidized private (re)development.

5. To remove blight and/or encourage (re)development of commercial and industrial areas.

6. To assist in creating environmental sustainability.

7. To provide a diversity of family housing and alternative housing choices.

8. To promote neighborhood stabilization and revitalization by the removal of blight and the upgrading of existing housing stock in residential areas.

9. To accomplish other public policies which may be adopted such as the promotion of quality urban or architectural design, energy conservation, and decreasing capital and/or operating costs of local government, or any of the following:

    - Utilization of architectural and landscaping techniques that will enable the components of the project to blend with the natural environment.
    - Mitigation of project impact on the natural environment.

C. POLICY POSITIONS

1. Business assistance shall be provided in a form that minimizes the risk of public participation.
2. Business assistance requests for up-front project financing through the sale of bonds or other internal sources may require personal guarantees of the developer. These requests shall be addressed on a case by case basis.
3. Business assistance shall not be provided for projects requiring land and/or building purchases at prices in excess of fair market value.
4. Business assistance shall not be provided to developers/projects that cannot adequately demonstrate an ability to complete the proposed project on time and on budget.
5. Assistance will be provided based on $25,000 per qualified job created as referenced in Section 1.A.2 in the Business Subsidy Policy unless a waiver is provided by the City Council.

D. PROJECT REQUIREMENTS

All projects requesting business assistance must demonstrate the following:

1. That the project is not financially feasible but-for the use of Revolving Loan Fund, Tax Abatement or Tax Increment Financing.
2. That the project will comply with all provisions set forth in Minnesota Statute chapters 116j.993 through 116j.995, as amended (Business Subsidies).

3. That the business assistance request complies with all provisions set forth in Minnesota Statutes 2008 chapters 469.1812 through 469.1815 as amended (Tax Abatement), and chapters 469.174 through 469.1799 as amended (Tax Increment Financing).
4. That the project is consistent with the City's comprehensive plan, land use plan, and zoning ordinances.

E. APPLICATION PROCESS

1. Applicant submits a Business Assistance Application (Exhibit A) to the EDA and/or City.
2. Staff reviews the application and completes the Application Review Worksheet (Exhibit B).
3. Staff uses results of the Worksheet to inform the EDA/City.
4. EDA reviews proposal, provides comments, and makes an advisory recommendation to the City Council on denial or approval of the request within 30 days.
5. If advisory approval is granted, staff prepares all necessary notices, resolutions and certificates.
6. City Council holds public hearing(s) on the proposed project to consider the advisory recommendation(s).
7. The City Council grants final approval or denies the request.

EXHIBIT A

BUSINESS ASSISTANCE APPLICATION

A. APPLICANT INFORMATION

Name of Corporation/Partnership _____

Address _____

Primary Contact _____

Address _____

Phone _____ Fax _____ E-mail _____

Type of business assistance requested (select one):

☐ Tax Abatement ☐ Tax Increment Financing ☐ Revolving Loan Fund ☐ Other

Have you been, or are you currently, involved in any bankruptcy proceedings or lawsuits related to other development projects with which you have been involved? If yes, please provide an explanation.

☐ Yes ☐ No

On a separate sheet, please provide the following:

- Brief description of the corporation/partnership's business, including history, principal product or service, etc**. Attach as Part 1**.
- List names of officers and shareholders/partners with more than five percent (5%) interest in the corporation/partnership. **Attach as Part 2**.
- Brief description of the proposed project. **Attach as Part 3**.
- A *but for* analysis and narrative. **Attach as Part 4**.
- Completed Revolving Loan Fund Application. **Attach as Part 5 if required.**

Attorney Name _____

Address _____

Phone _____ Fax _____ E-mail _____

Contractor Name _____

Address _____

Phone _____ Fax _____ E-mail _____

Engineer Name _____

Address _____

Phone _____ Fax _____ E-mail _____

Architect Name _____

Address _____

Phone _____ Fax _____ E-mail _____

B. PROJECT INFORMATION

The project will be: (Check all that apply)

- ☐ Industrial: (☐ New Construction ☐ Redevelopment/Rehab ☐ Expansion)
- ☐ Office/research facility: (☐ New Construction ☐ Redevelopment/Rehab ☐ Expansion)
- ☐ Commercial: (☐ New Construction ☐ Redevelopment/Rehab ☐ Expansion)
- ☐ Housing: (☐ New Construction ☐ Redevelopment/Rehab ☐ Expansion)
- ☐ Other _____

The project will be: ☐ Owner Occupied ☐ Leased Space

- If leased space, please attach a list of names and addresses of future tenants and indicate the status of commitments or lease agreements. **Attach as Part 5**.

Project Address _____

- Include Legal Description and PID number(s). **Attach as Part 6**.

Site Plan Attached: ☐ Yes ☐ No

Current Real Estate Taxes on Project Site:$_____

Estimated Real Estate Taxes Upon Completion: Phase I $_____
Phase II$_____
Phase III $_____
Total $_____

Construction Start Date: _____

Construction Completion Date: _____

If Phased Project: _____ % Completed in _____years
_____ % Completed in _____years
_____ % Completed in _____years

C. PUBLIC PURPOSE OBJECTIVES

It is the policy of the City and EDA of Ramsey that the business assistance should result in a public benefit as identified in items 1-10 below. Please indicate how the proposed project will accomplish this by checking the appropriate boxes. **Attach additional narrative as Part 7.**

- ☐ 1. To encourage redevelopment.
- ☐ 2. To retain local jobs and/or increase the number and diversity of jobs that offer stable employment and/or attractive wages and benefits.
- ☐ 3. To enhance and/or diversify the City's economic base.
- ☐ 4. To encourage additional unsubsidized private (re)development.
- ☐ 5. To remove blight and/or encourage (re)development of commercial and industrial areas.
- ☐ 6. To create housing opportunities.
- ☐ 7. To provide a diversity of housing.
- ☐ 8. To provide a variety of family housing ownership alternatives and housing choices.
- ☐ 9. To promote neighborhood stabilization and revitalization by the removal of blight and the upgrading of existing housing stock in residential areas.
- ☐ 10. To accomplish other public policies which may be adopted such as the promotion of quality urban or architectural design, energy conservation, and decreasing capital and/or operating costs of local government.
    - Utilization of architectural and landscaping techniques that will enable the components of the project to blend with the natural environment.
    - Mitigation of project impact on the natural environment.

D. SOURCES & USES OF FUNDS

Attach additional information as Part 8

SOURCES	AMOUNT
Bank Loan	$ _____
Other Loans	$ _____
Owner Equity	$ _____
Fed Grant/Loan	$ _____
State Grant/Loan	$ _____
Industrial Development Bonds	$ _____
Tax Increment Financing	$ _____
Tax Abatement	$ _____
Revolving Loan Fund	$ _____
Other	$ _____
TOTAL	**$** _____

USES	AMOUNT
Land Acquisition	$ _____
Site Development	$ _____
Construction	$ _____
Machinery & Equipment	$ _____
Architectural/Engineering Fees	$ _____
Debt Service Reserve	$ _____
Contingencies	$ _____
Other	$ _____
TOTAL	**$** _____

Total Amount of business assistance requested from either Revolving Loan Fund, Abatement, Tax Increment Financing or another source: $_____

E. ADDITIONAL DOCUMENTATION AND CHECKLIST

Applicants will also be required to provide the following documentation.
All personal financial information will be kept private and confidential.

- ☐ 1. Written business plan or a description of the business, ownership/ management, date established, products and services, and future plans.
- ☐ 2. Financial statements for past two years, including profit and loss statements and balance sheets.
- ☐ 3. Two year financial projections.
- ☐ 4. Personal financial statements of all major shareholders (principals) including the most recent 2 years of tax returns. (If requested.)
- ☐ 5. Letter of commitment from other sources of financing, stating terms and conditions of their participation in the project.
- ☐ 6. Administrative fee of up to $5,000. In addition to defraying the cost of staff time, the fee will be used to pay costs associated with processing this request for financial assistance such as legal, engineering and financial analysis. The City reserves the right to stop the processing of the request until additional fees are paid should the original amount be insufficient to pay such costs. That portion which remains unspent, if any, will be returned only if the project is denied approval.
- ☐ 7. Attach the following documentation:
  - _____ Part 1 – Corporation/Partnership Description
  - _____ Part 2 – List of Shareholders/Partners
  - _____ Part 3 – Description of Project
  - _____ Part 4 – *But For* Analysis
  - _____ Part 5 – List of Prospective Lessees (If requested)
  - _____ Part 6 – Legal Description, Property Identification Numbers, maps of the project area, and project renderings
  - _____ Part 7 – Public Purpose Narrative
  - _____ Part 8 – Sources & Uses of Funds – Additional Information

The undersigned certifies that all information provided in this application is true and correct to the best of the undersigned's knowledge. The undersigned authorizes the City and EDA of Ramsey to check credit references, verify financial and other information, and share this information with other political subdivisions as needed. The undersigned also agrees to provide any additional information as may be requested by the City after the filing of this application.

Applicant Name _____ Date _____

By _____

Its _____

EXHIBIT B

BUSINESS ASSISTANCE REVIEW WORKSHEET

FOR COMMERCIAL/INDUSTRIAL PROJECTS

TO BE COMPLETED BY APPLICANT AND CITY STAFF

A. The project meets which of the following objectives as set forth in Section C of the Business Assistance policy:

- ☐ 1. To encourage redevelopment.
- ☐ 2. To retain local jobs and/or increase the number and diversity of jobs that offer stable employment and/or attractive wages and benefits.
- ☐ 3. To enhance and/or diversify the City's economic base.
- ☐ 4. To encourage additional unsubsidized private (re)development.
- ☐ 5. To remove blight and/or encourage (re)development of commercial and industrial areas.
- ☐ 6. To accomplish other public policies which may be adopted such as the promotion of quality urban or architectural design, energy conservation, and decreasing capital and/or operating costs of local government.
  - Utilization of architectural and landscaping techniques that will enable the components of the project to blend with the natural environment.
  - Mitigation of project impact on the natural environment.

B. Ratio of Private to Public Investment in Project:

$ _____ Private Investment
$ _____ Public Investment
_____ **Ratio Private : Public Financing**

	Points:
5:1	5
4:1	4
3:1	3
2:1	2
Less than 2:1	1

C. Job Creation:

_____ Net *new* jobs (minimum 40 hours per week) or fulltime equivalents

	Points:
50+	5
20+	4
10+	3
5+	2
Less than 2	1

D. Wage Level of jobs created:

Average hourly wage
Of *new* jobs _____

	Points:
Over $21/hour	5
$18-21/hour	4
$14-17/hour	3
$10-13/hour	2
Under $10/hour	1

E. Ratio Of Business Assistance To New Jobs Created: **Points:** ____

$ _____ Business assistance requested — $5,000 or less 5
_____ Number of net *new* jobs created — $15,000 or less 4
$ _____ **of business assist. per net *new* job created** — $25,000 or less 3
$50,000 or less 2
Over $75,000 1

F. Project size: **Points:** ____

The project will result in the construction of _____ square feet

75,000+ 5
50,000+ 4
25,000+ 3
10,000+ 2
5,000 or less 1

G. Type of Project: **Points:** ____

_____ 100% Owner Occupied 5
_____ Mix Owner Occupied & Investment 3
_____ Investment Property 1

H. Likelihood that the project will result in unsubsidized, spin-off development: **Points:** ____

_____ High 5
_____ Moderate 3
_____ Low 1

I. ____

____

____

____

____

____

Sub-Total Points _____ of a possible 35 points.

Bonus Points **Bonus Points:** ____

The project will be 100% *pay-as-you-go* financing. 3
The project is a redevelopment project. 3

Total Points: _____

Overall project analysis:	High	35 points
	Moderate	25 points
	Low	15 points
	Not Eligible	5 points

APPENDIX I
Business Subsidy Statute 2008

APPENDIX II
Sample Business Subsidy Agreement

APPENDIX III
Business Subsidy Reporting Form

Section E. Additional Documentation and Checklist

1. See parts 1-4 above.
2. Financials will be available via secure upload. Will send separate email link.
3. We plan on stable production with our limited space and resources, around the $50-60 million/year level with steady profits- subject to minor business interruption due to relocation.
4. N/A
5. N/A
6. Check made out to the City of Ramsey. The check will be sent as soon as funds are available.
7. See below.

Part 1

From our founding in 1978 as a service provider for servo systems and motion control in the machine tool industry, to today's technology of full production Delta ModTech converting and packaging lines, Delta ModTech has successfully pursued excellence in the design, implementation, and service of motion-controlled converting and packaging systems.

Part 2

David Schiebout-CEO Ronda Schiebout-Secretary Toby Fuerst- CFO Evan Schiebout- >5% owner Emily Allegra >5% owner Wendy Stromberg >5% owner

Part 3

Desiring to purchase land and build a 185,000 sq ft manufacturing building with 50,000 ft. of office, on 40 acres in order to house our entire manufacturing operation as well as engineering and support staff. This will leave us ample land and space to further develop and expand over time. We have planned an additional 50,000 sq ft in future warehouse expansion on the proposed building, but may choose to develop this extra space immediately due to efficiencies in building and costs.

Part 4

We are looking to make an expansion of our business so that we can handle more and larger projects, and continue to hire teams of high-tech and engineering personnel. There are more companies that could take advantage of the advanced automation equipment solutions that we provide. However, it will only be possible for us to make this great investment if we know that there is support from the communities that we are looking to partner with on this relocation. There are options to stay and expand in our current facility, to move into existing warehouse space, etc. that are less expensive options. We have looked at buildings in Coon Rapids on Xeon St, Lino Lakes, and Fridley, and several others that we explored as options. They would all require rework and additions, and the cities' assistance in doing so was not on pace with the proposal of building new in Ramsey and its TIF proposal. We are looking to the future and for potential growth that can come from designing a plant to our needs and have space for future expansion. This Ramsey site allows us to have the greatest growth opportunity. Along with expected volume and revenue growth within an expanded footprint, there will be an increase from our current 125 person team. Our staff, roughly 40% of whom are engineers, will grow significantly with our increased capacity. Our initial estimates show that total combined costs of land acquisition, building, new equipment purchases, and increase in labor, exceeds our current funding by roughly 10 – 15%. This type of expansion project will not be possible without assistance from a City who encourages our presence locally, and shares investment in the economic benefit our company will bring.

Part 5

Developing long-term lease – Delta ModTech 11501 Eagle Street

Part 6

Anoka County PID # 20-32-25-34-0004
Western 43.21 acres north of Bunker Lake Blvd, East of Puma St. Currently owned by Hageman Holdings, LLC. 8200 BUNKER LAKE BLVD, RAMSEY, MN 55303
Property Description LOT 1 BLOCK 1 ALPHA DEVELOPMENT

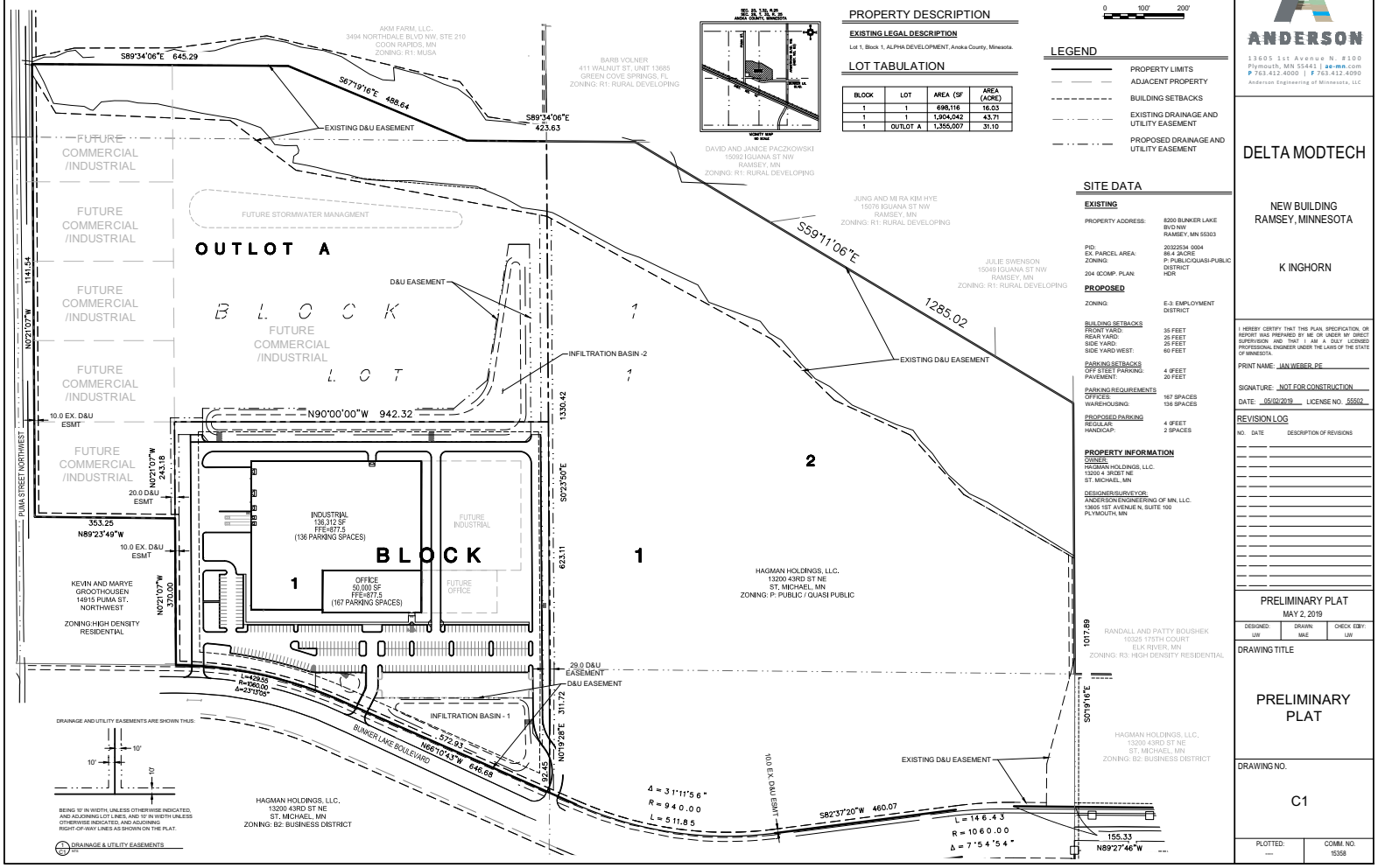
Part 7

N/A

Part 8

N/A

PRELIMINARY PLAT OF: AMSTERDAM EXTENSION



PROPERTY DESCRIPTION

EXISTING LEGAL DESCRIPTION

Lot 1, Block 1, ALPHA DEVELOPMENT, Anoka County, Minesota.

LOT TABULATION

BLOCK	LOT	AREA (SF	AREA (ACRE)
1	1	698,116	16.03
1	1	1,904,042	43.71
1	OUTLOT A	1,355,007	31.10

LEGEND

- PROPERTY LIMITS
- ADJACENT PROPERTY
- BUILDING SETBACKS
- EXISTING DRAINAGE AND UTILITY EASEMENT
- PROPOSED DRAINAGE AND UTILITY EASEMENT

SITE DATA

EXISTING

PROPERTY ADDRESS:	8200 BUNKER LAKE BVD NW RAMSEY, MN 55303
PID:	20322534 0004
EX. PARCEL AREA:	86.4 GKCRE
ZONING:	P: PUBLIC/QUASI-PUBLIC DISTRICT
204 ©COMP. PLAN:	HDR

PROPOSED

ZONING:	E-3: EMPLOYMENT DISTRICT

BUILDING SETBACKS

FRONT YARD:	35 FEET
REAR YARD:	25 FEET
SIDE YARD:	25 FEET
SIDE YARD WEST:	60 FEET

PARKING SETBACKS

OFF STEET PARKING:	4 ©FEET
PAVEMENT:	20 FEET

PARKING REQUIREMENTS

OFFICES:	167 SPACES
WAREHOUSING:	136 SPACES

PROPOSED PARKING

REGULAR:	4 ©FEET
HANDICAP:	2 SPACES

PROPERTY INFORMATION

OWNER:
HAGMAN HOLDINGS, LLC.
13200 4 3RDST NE
ST. MICHAEL, MN

DESIGNER/SURVEYOR:
ANDERSON ENGINEERING OF MN, LLC.
13605 1ST AVENUE N, SUITE 100
PLYMOUTH, MN

ANDERSON
13605 1st Avenue N., #100
Plymouth, MN 55441 | ae-mn.com
P 763.412.4000 | F 763.412.4090
Anderson Engineering of Minnesota, LLC

DELTA MODTECH

NEW BUILDING
RAMSEY, MINNESOTA

K INGHORN

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.

PRINT NAME: JAN WEBER, PE

SIGNATURE: NOT FOR CONSTRUCTION

DATE: 05/02/2019 LICENSE NO. 55502

REVISION LOG

NO.	DATE	DESCRIPTION OF REVISIONS

PRELIMINARY PLAT
MAY 2, 2019

DESIGNED:	DRAWN:	CHECK. EDBY:
LW	MAE	LW

DRAWING TITLE

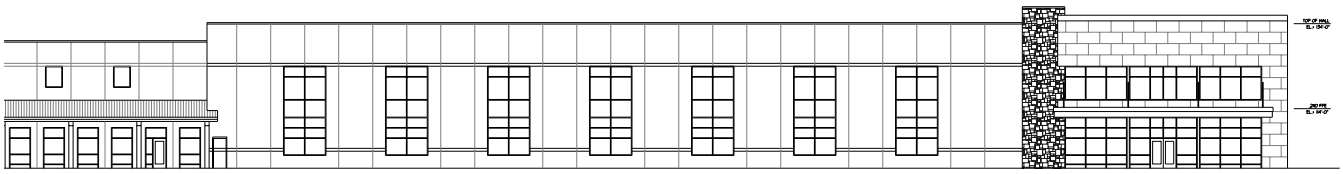
PRELIMINARY PLAT

DRAWING NO.

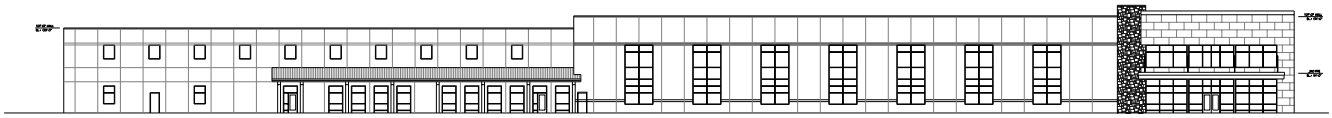
C1

PLOTTED:	COMM. NO.
—	15358

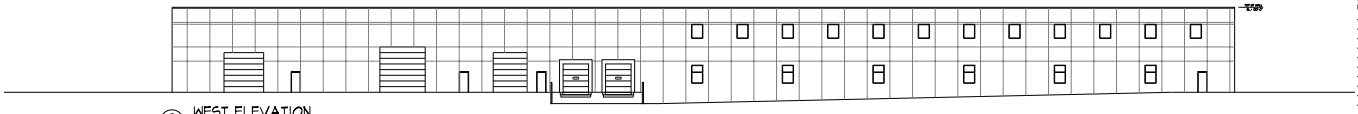
May 02, 2019 - 11:28am
Axel Mariner - \15358_Delta_Tek_Block 1\15358_Delta_Tek_Block 1_Civil_LOT CAD\ Maej_LP SHEETS\15358_C_PREPLAT.dwg



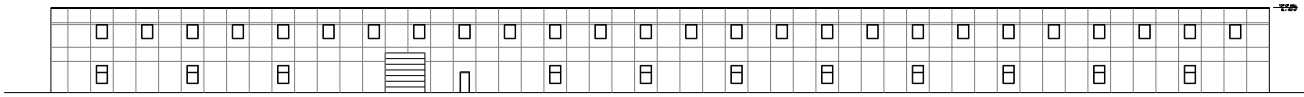
1 A3.1 SOUTH ELEVATION - PARTIAL FRONT ELEVATION
3/32" = 1'-0"



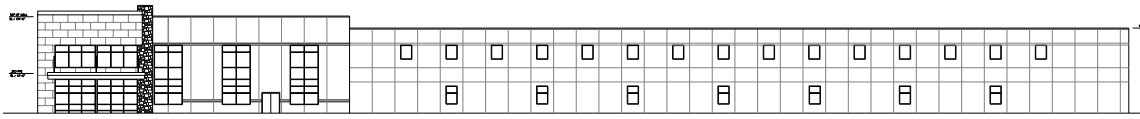
2 A3.1 SOUTH ELEVATION
1/16" = 1'-0"



3 A3.1 WEST ELEVATION
1/16" = 1'-0"



4 A3.1 NORTH ELEVATION
1/16" = 1'-0"



5 A3.1 EAST ELEVATION
1/16" = 1'-0"

HTG architects
www.htg-architects.com
Minneapolis Tampa Bismarck

9300 Hennepin Town Road
Minneapolis, MN 55347
Tel: 952.278.8880

PROJECT

DELTA MODTECH
NEW BUILDING
RAMSEY, MINNESOTA

Kinghorn COMPANY
GENERAL CONTRACTORS

ISSUED SET CITY SUBMITTAL 05-02-2019
REVISIONS
DATE NO.

I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION, AND THAT I AM A DULY LICENSED ARCHITECT UNDER THE LAWS OF THE STATE OF MINNESOTA

REG. NO. DATE

ELEVATIONS

DRAWN BY: AAT CHECKED BY: TRM

A3.1

99125 9181D0

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Delta Mod Tech - No Inflation

City of Ramsey, MN

185,000 sq. ft. Manufacturing

ASSUMPTIONS AND RATES

DistrictType:	**Economic Development**		
District Name/Number:			
County District #:			
First Year Construction or Inflation on Value	**2019**		
Existing District - Specify No. Years Remaining			
Inflation Rate - Every Year:	**0.00%**		
Interest Rate:	**4.50%**		
Present Value Date:	**1-Aug-20**		
First Period Ending	1-Feb-21		
Tax Year District was Certified:	**2020**		
Cashflow Assumes First Tax Increment For Development:	2021		
Years of Tax Increment	9		
Assumes Last Year of Tax Increment	2029		
Fiscal Disparities Election [Outside (A), Inside (B), or NA]	**Inside(B)**		
Incremental or Total Fiscal Disparities	**Incremental**		
Fiscal Disparities Contribution Ratio	34.4730%	Pay 2019	
Fiscal Disparities Metro-Wide Tax Rate	143.9920%	Pay 2019	
Maximum/Frozen Local Tax Rate:	96.212%	Pay 2019	
Current Local Tax Rate: (Use lesser of Current or Max.)	96.212%	Pay 2019	
State-wide Tax Rate (Comm./Ind. only used for total taxes)	42.4160%	Pay 2019	
Market Value Tax Rate (Used for total taxes)	0.26028%	Pay 2019	

Tax Rates

Exempt Class Rate (Exempt)		0.00%
Commercial Industrial Preferred Class Rate (C/I Pref.)		
First	$150,000	1.50%
Over	$150,000	2.00%
Commercial Industrial Class Rate (C/I)		2.00%
Rental Housing Class Rate (Rental)		1.25%
Affordable Rental Housing Class Rate (Aff. Rental)		
First	$150,000	0.75%
Over	$150,000	0.25%
Non-Homestead Residential (Non-H Res. 1 Unit)		
First	$500,000	1.00%
Over	$500,000	1.25%
Homestead Residential Class Rate (Hmstd. Res.)		
First	$500,000	1.00%
Over	$500,000	1.25%
Agricultural Non-Homestead		1.00%

BASE VALUE INFORMATION (Original Tax Capacity)

Map ID	PID	Owner	Address	Land Market Value	Building Market Value	Total Market Value	Percentage Of Value Used for District	Original Market Value	Tax Year Original Market Value	Property Tax Class	Current Original Tax Capacity	Class After Conversion	After Conversion Orig. Tax Cap.	Area/ Phase
1	20-32-25-34-0004	Hageman	8200 Bunker	4,139,700	0	4,139,700	18.6%	769,984	2020	C/I Pref.	14,650	C/I Pref.	14,650	1
				4,139,700	0	4,139,700		**769,984**			**14,650**		**14,650**	

Note:

1. **Base values are for pay 2020 based upon review of County website on 5-7-19. Base parcel is 86.42 acres according to county website; 16.03 acres, or 18.6%, needed for the project.**
2. **Located in SD # 11 and WS - Lower Rum River**

Delta Mod Tech - No Inflation

City of Ramsey, MN

185,000 sq. ft. Manufacturing

PROJECT INFORMATION (Project Tax Capacity)

Area/Phase	New Use	Estimated Market Value Per Sq. Ft./Unit	Taxable Market Value Per Sq. Ft./Unit	Total Sq. Ft./Units	Total Taxable Market Value	Property Tax Class	Project Tax Capacity	Project Tax Capacity/Unit	Percentage Completed 2019	Percentage Completed 2020	Percentage Completed 2021	Percentage Completed 2022	First Year Full Taxes Payable
1	Manufacturing	60	60	185,000	11,100,000	C/I	222,000	1	50%	100%	100%	100%	2022
TOTAL					**11,100,000**		**222,000**						
Subtotal Residential				**0**	**0**		**0**						
Subtotal Commercial/Ind.				**185,000**	**11,100,000**		**222,000**						

Note:

1. Market values are based upon estimateas from the County Assessor on 5-7-19.

TAX CALCULATIONS

New Use	Total Tax Capacity	Fiscal Disparities Tax Capacity	Local Tax Capacity	Local Property Taxes	Fiscal Disparities Taxes	State-wide Property Taxes	Market Value Taxes	Total Taxes	Taxes Per Sq. Ft./Unit
Manufacturing	222,000	76,530	145,470	139,960	110,197	93,315	28,891	372,363	2.01
TOTAL	222,000	76,530	145,470	139,960	110,197	93,315	28,891	372,363	

Note:

1. Taxes and tax increment will vary significantly from year to year depending upon values, rates, state law, fiscal disparities and other factors which cannot be predicted.

WHAT IS EXCLUDED FROM TIF?

Total Property Taxes	372,363
less State-wide Taxes	(93,315)
less Fiscal Disp. Adj.	(110,197)
less Market Value Taxes	(28,891)
less Base Value Taxes	(9,236)
Annual Gross TIF	130,724

Delta Mod Tech - No Inflation
City of Ramsey, MN
185,000 sq. ft. Manufacturing

TAX INCREMENT CASH FLOW

% of OTC	Project Tax Capacity	Original Tax Capacity	Fiscal Disparities Incremental	Captured Tax Capacity	Local Tax Rate	Annual Gross Tax Increment	Semi-Annual Gross Tax Increment	State Auditor 0.36%	Admin. at 10%	Semi-Annual Net Tax Increment	Semi-Annual Present Value	PERIOD ENDING Yrs.	Tax Year	Payment Date
							-	-	-	-				02/01/21
100%	111,000	(14,650)	(33,215)	63,135	96.212%	60,744	30,372	(109)	(3,026)	27,236	26,051	0.5	2021	08/01/21
							30,372	(109)	(3,026)	27,236	51,528	1	2021	02/01/22
100%	222,000	(14,650)	(71,480)	135,870	96.212%	130,724	65,362	(235)	(6,513)	58,614	105,151	1.5	2022	08/01/22
							65,362	(235)	(6,513)	58,614	157,594	2	2022	02/01/23
100%	222,000	(14,650)	(71,480)	135,870	96.212%	130,724	65,362	(235)	(6,513)	58,614	208,882	2.5	2023	08/01/23
							65,362	(235)	(6,513)	58,614	259,042	3	2023	02/01/24
100%	222,000	(14,650)	(71,480)	135,870	96.212%	130,724	65,362	(235)	(6,513)	58,614	308,098	3.5	2024	08/01/24
							65,362	(235)	(6,513)	58,614	356,075	4	2024	02/01/25
100%	222,000	(14,650)	(71,480)	135,870	96.212%	130,724	65,362	(235)	(6,513)	58,614	402,996	4.5	2025	08/01/25
							65,362	(235)	(6,513)	58,614	448,885	5	2025	02/01/26
100%	222,000	(14,650)	(71,480)	135,870	96.212%	130,724	65,362	(235)	(6,513)	58,614	493,763	5.5	2026	08/01/26
							65,362	(235)	(6,513)	58,614	537,654	6	2026	02/01/27
100%	222,000	(14,650)	(71,480)	135,870	96.212%	130,724	65,362	(235)	(6,513)	58,614	580,580	6.5	2027	08/01/27
							65,362	(235)	(6,513)	58,614	622,561	7	2027	02/01/28
100%	222,000	(14,650)	(71,480)	135,870	96.212%	130,724	65,362	(235)	(6,513)	58,614	663,618	7.5	2028	08/01/28
							65,362	(235)	(6,513)	58,614	703,771	8	2028	02/01/29
100%	222,000	(14,650)	(71,480)	135,870	96.212%	130,724	65,362	(235)	(6,513)	58,614	743,041	8.5	2029	08/01/29
							65,362	(235)	(6,513)	58,614	781,447	9	2029	02/01/30
Total							**1,106,533**	**(3,984)**	**(110,255)**	**992,295**				
Present Value From		**08/01/2020**	**Present Value Rate**		**4.50%**		**871,412**	**(3,137)**	**(86,827)**	**781,447**				

Schedule of Events

Ramsey Economic Development Authority
City of Ramsey
Anoka County, Minnesota

For the proposed Modification to the Development Program
for Development District No. 1 and

the proposed establishment of Tax Increment Financing District No. 17: Delta Modtech
(an economic development district)

Draft as of April 1, 2019

April 11, 2019	EDA meets at 7:30 AM and recommends the City Council call for public hearing on the proposed Modification to the Development Program for Development District No. 1 and the proposed establishment of Tax Increment Financing District No. 17: Delta Modtech (TIF District), and the granting of a business subsidies agreement. *[Ehlers will provide resolution by April 5, 2019.]*
April 19, 2019	Project information, property identification numbers, fiscal impacts and maps sent to Ehlers for drafting documentation. Ehlers confirms whether building permits have been issued on the property to be included in the TIF District.
N/A*	Project information submitted to the County Board for review of county road impacts *if necessary* (at least 45 days prior to public hearing). *The County Board, by law, has 45 days to review the TIF Plan to determine if any county roads will be impacted by the development. Because City staff believes that the proposed TIF district will not require unplanned county road improvements, the TIF Plan was not forwarded to the County Board 45 days prior to the public hearing. Please be aware the County Board could claim that tax increment should be used for county roads, even after the public hearing.
May 14, 2019	City Council calls for public hearing on the proposed Modification to the Development Program for Development District No. 1 and the proposed establishment of the TIF District. *[Ehlers will provide resolution by May 7, 2019.]*
By May 17, 2019	Ehlers conducts internal review of Plans.
May 24, 2019	Fiscal/economic implications received by School Board Clerk and County Auditor (at least 30 days prior to public hearing). *[Ehlers will distribute.]*
June 7, 2019	Publication of hearing notice and map in the ***Anoka County Union*** (at least 10 days but not more than 30 days prior to hearing). *[Ehlers will submit notice, map and instructions by May 31, 2019. (Publication deadline: June 3, 2019 at noon)]*

June 13, 2019	EDA meets at 7:30 AM and considers the Plans and resolution recommending adoption of the Plans and recommending the granting of a business subsidy / TIF agreement. *[Ehlers will provide packet information by June 4, 2019.]*
June 25, 2019	City Council holds public hearing at 7:00 P.M. on a Modification to the Development Program for Development District No. 1 and the proposed establishment of TIF District No. 17: Delta Modtech and considers a resolution approving the Plans. *[Ehlers will provide packet information June 18, 2019.]*
	City Council considers an Interfund Loan resolution in connection with the TIF District.
	City Council considers the business subsidy / TIF agreement.
June 26, 2019	City may issue building permits.
TBD	Ehlers files the Plans with the MN Department of Revenue, Office of the State Auditor, and requests certification of the TIF District with the County.

An action under subdivision 1, paragraph (a), contesting the validity of a determination by an authority under section 469.175, subdivision 3, must be commenced within the later of:

(1) 180 days after the municipality's approval under section 469.175, subdivision 3; or
(2) 90 days after the request for certification of the district is filed with the county auditor under section 469.177, subdivision 1.

HANDBOOK FOR MINNESOTA CITIES

Chapter 15
Community Development and Redevelopment

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This material is provided as general information and is not a substitute for legal advice. Consult your attorney for advice concerning specific situations.

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HANDBOOK FOR MINNESOTA CITIES

Chapter 15
Community Development and Redevelopment

Learn about the requirements for a city to establish criteria for awarding business subsidies and various development agencies cities may create. Find an overview of state and federally sponsored programs for encouraging development and redevelopment. Most economic development tools can be applied to any size city. These tools are interrelated, and a city may use several for one project.

RELEVANT LINKS:

Minn. Stat. §§ 116J.993 to 116J.995.
Minn. Stat. § 116J.993, subd. 3.

I. Business subsidies or financial assistance

A. Business subsidies

State law defines "business subsidy" or "subsidy." It is a state or local government agency grant, contribution of personal property, real property, infrastructure, or the principal amount of a loan at rates below those commercially available to the recipient. In addition, a business subsidy is any reduction or deferral of any tax or any fee, any guarantee of any payment under any loan, lease, or other obligation, or any preferential use of government facilities given to a business in an amount greater than $150,000.

Minn. Stat. § 116J.994, subds. 5, 11.
Minnesota Department of Employment and Economic Development (DEED).

Prior to awarding a business subsidy of more than $150,000 (and as defined by law) to any business, a city and any Housing and Redevelopment Authority (HRA), Economic Development Authority (EDA), port authority, and nonprofit created by a local government must hold a public hearing and adopt criteria for awarding business subsidies. The public hearing notice must include a statement that either a resident or a city property owner may file a written complaint with the city if the city does not follow the business subsidy law. Written complaints must be filed within specified timelines. The criteria must include a policy regarding the wages to be paid for any jobs created. Copies of the criteria adopted by cities are found on the Minnesota Department of Employment and Economic Development (DEED) web site.

Minn. Stat. § 116J.994, subd. 3.

Once the criteria are established, the grantor and the recipient must enter into subsidy agreements that meet the statutory requirements. The agreement must include an obligation to repay part or the entire subsidy if the recipient does not meet its obligations.

This material is provided as general information and is not a substitute for legal advice. Consult your attorney for advice concerning specific situations.

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RELEVANT LINKS:

Minn. Stat. § 116J.993, subd. 3.
Minn. Stat. § 469.185.

Types of assistance meeting the definition of a business subsidy include: grants; contributions of real or personal property or infrastructure; the principal amount of a loan at rates below those commercially available to the recipient; any reduction or deferral of any tax or any fee; any guarantee of any payment under any loan, lease or other obligation; or any preferential use of government facilities given to a business.

Minn. Stat. § 116J.994, subd. 11.

The law imposes a 180-day statute of limitations on actions to challenge a city after approval of a business subsidy agreement. Citizens or owners of taxable property in a city may bring a civil action against the city for failure to comply with the business subsidy laws. Cities should therefore consult closely with the city attorney before awarding a business subsidy.

Minn. Stat. § 116J.993, subd. 3.

There are several exceptions to this definition, including a subsidy of less than $150,000; subsidies for redevelopment, pollution control and land clean up, housing, industrial revenue bonds, utility property tax abatements and other similar programs.

Minn. Stat. § 116J.994, subds. 4, 7, 8.

Recipients must provide grantors with information on their progress toward the goals outlined in the agreement. The goals for increasing jobs or retaining jobs must result in local job creation and job retention. Grantors must submit the annual Minnesota Business Assistance Form (MBAF) to the Department of Employment and Economic Development (DEED) by April 1 each year for each business subsidy agreement. Local government agencies in cities with a population of 2,500 or more must submit an MBAF, regardless of whether they have awarded business subsidies. Local government agencies in cities with a population of 2,500 or less are exempt from filing the MBAF if they have not awarded a subsidy in the past five years.

B. Financial assistance

Minn. Stat. § 116J.994, subd. 2. Minn. Stat. § 116J.994, subd. 8.

Cities may offer “financial assistance” in the form of a business loan of more than $25,000 or a guarantee of $75,000 or more, but less than $150,000 required to constitute a business subsidy. If a city offers such financial assistance it must develop criteria and set minimum wage floor levels as prescribed in business subsidy law. Cities granting such financial assistance must submit business assistance reports to the Department of Employment and Economic Development (DEED) within one year of granting the assistance.

RELEVANT LINKS:

II. City development tools

A. General city development powers

Minn. Stat. § 469.041.

Cities have authority to aid and cooperate in the planning, construction, or operation of economic development, and housing and redevelopment projects. The following is a partial list of actions cities may take, with or without compensation:

- Dedicate, sell, convey, or lease any of its interests in any property or grant easements, licenses, or any other rights or privileges to an HRA.
- Furnish parks, playgrounds, recreational, community education, water, sewer, and drainage facilities or other works adjacent to or in connection with housing and redevelopment projects.

Minn. Stat. § 469.192.

A statutory city, home rule charter city, economic development authority, housing and redevelopment authority, or port authority may make a loan to a business, a for-profit or nonprofit organization, or an individual for any purpose the entity is otherwise authorized to carry out under any of the laws cited.

Judd Supply Co. v. Merchants & Mfgs. Ins. Co., 448 N.W.2d 895 (Minn. Ct. App. 1989).

Private development projects that receive public financial or other assistance will not necessarily become public projects that trigger competitive bidding or other state laws applicable to public works.

B. Housing and redevelopment authorities

The predominant method of delivering and administering housing and redevelopment programs in Minnesota is through a legal public agency, accountable to city government. A city may establish this public agency, which is often the HRA. There are more than 230 HRAs in Minnesota.

1. Elements of an HRA

Minn. Stat. §§ 469.001 to 469.047.
Minn. Stat. § 469.003.

An HRA is a public corporation with power to undertake certain types of housing and redevelopment or renewal activities. While state legislation conveys authority for housing and redevelopment in each city, it is up to the city council to formally establish an HRA before it can do business and use its powers. Once a council legally establishes an HRA, it may undertake certain types of planning and community development activities on its own with council approval.

Minn. Stat. § 469.003, subd. 1.

To create a housing and redevelopment authority, the city council must, by resolution, make the following findings required by law:

RELEVANT LINKS:

- Substandard, slum or blighted areas that cannot be redeveloped without governmental assistance; or
- A shortage of affordable, decent, safe, and sanitary dwelling accommodations available to low-income individuals and families.

Minn. Stat. § 469.003, subds. 2, 4.

The council must pass this resolution after a public hearing. A copy of this resolution must go to the commissioner of DEED.

2. Area of operation for an HRA

Minn. Stat. § 469.004, subds. 1, 2.

The area of operation of a city HRA is the corporate limits of the city. County and multi-county HRAs operate in areas that include all the political subdivisions within the county or counties, except they may not undertake any project within the boundaries of a city that has not adopted a resolution authorizing the county or multi-county HRA to exercise powers within that city.

Minn. Stat. § 469.004, subd. 5.

Establishment of a county or multi-county HRA precludes the formation of city HRAs, unless the county or multi-county HRA and the commissioner of DEED agree to let the city form one.

3. HRA membership

Minn. Stat. § 469.003, subds. 5, 6.

An HRA consists of up to seven commissioners who are residents of the city. The mayor appoints and the council approves the members who serve five-year, staggered terms. City councilmembers often serve on the HRA. The entire membership of an HRA may consist of councilmembers.

24 C.F.R. 964.415.

Federal regulations require that at least one eligible resident be a member of a public housing agency board, which may be the HRA, an EDA or other public housing authority (PHA). This rule applies to any public housing agency that holds a public housing annual contributions contract with HUD or that administers Section 8 tenant-based rental assistance. The rule does not apply to state-financed public housing projects or Section 8 project-based assistance. A “small PHA exception” also exists.

Minn. Stat. § 469.003, subd. 7.

The city clerk must file a certificate of appointment for each commissioner of a city HRA and send a certified copy to the commissioner of DEED.

Minn. Stat. § 469.011, subd. 2. Minn. Stat. § 469.011, subd. 4.

State law allows the HRA to adopt bylaws. Commissioners may accept compensation of up to $75 for each meeting they attend. Commissioners who are elected officials may receive daily payment for a particular day only if they do not receive any other daily payment for public service on that day. Commissioners who are public employees may not receive daily payment, but may not suffer loss in compensation or benefits as a result of their service.

RELEVANT LINKS:

4. HRA powers

Minn. Stat. § 469.012, subd. 1.

An HRA is primarily responsible for the planning and implementation of redevelopment and/or low-rent housing assistance programs within its area of operation. An HRA has all the powers necessary to carry out the state HRA Act, including but not limited to the following powers:

- To sue and be sued.
- To employ staff and an executive director.
- To undertake projects within its area of operation and to provide for the construction, reconstruction, improvement, extension, alteration, or repair of any project or part of a project.
- To sell, buy, own, and lease property by any means necessary, including the power of eminent domain.
- To cooperate with and use state and federal financial assistance programs.
- To develop rehabilitation and code enforcement techniques.
- To issue bonds for any of its corporate purposes backed by the pledge of revenues, grants or other contributions.
- To implement renewal or redevelopment programs using tax increment financing.
- To own, hold, improve, lease, sell or dispose of real or personal property.
- To designate substandard, slum or deteriorating areas needing redevelopment, and unsafe, unsanitary, and overcrowded housing.
- To make necessary expenditures to carry out the purposes of the HRA law.
- To develop and administer an interest reduction program to assist the financing of the construction, rehabilitation, or purchase of low- or moderate-income housing.

5. HRA special assessment and levy authority

Minn. Stat. § 469.001 – 469.047.
Minn. Stat. § 469.033, subd. 6.

Minn. Stat. § 275.70 to 275.74.

Minn. Stat. § 275.066.

HRA power to levy and collect taxes or special assessments is limited to the power provided in state law. Subject to a resolution of consent from the city council an HRA may levy a tax upon all taxable property within the city. (The council may give a consent that covers a series of years if they so choose or council may pass a resolution authorizing an HRA levy for a set amount of time, for example, the entire term of the bonds secured in part by an HRA levy and in part by a city levy.) State law recognizes the distinct nature of HRAs and designates them as “special taxing districts.” The maximum general allowable operational levy of HRAs is 0.0185 percent of the previous year’s estimated market value of all property in the city.

RELEVANT LINKS:

The city's estimated market value is available from the county assessor. An HRA raises its own levy because it is a separate political subdivision and not a "local governmental unit." Therefore, an HRA levy is not subject to levy limits but is subject to the 0.0185 percent market value limit. Levies collected by an HRA must be used only for purposes listed in the HRA Act.

There is crossover between HRA and EDA levies that can be confusing. Typically, EDAs are not authorized to levy taxes under state law. However, many city EDA-enabling resolutions adopt all the powers of an HRA, and then the EDA functions as a special taxing district under state law. If the enabling resolution so allows, the EDA levies a separate tax or "HRA levy" not subject to levy limits or city debt limits—but again subject to the 0.0185 percent of total city market value limit in state law. The city attorney may verify the structure and levy authority of each city's HRA and/or EDA.

Minn. Stat. § 469.107.
Minn. Stat. § 275.066.

While HRAs have the legal authority to "do whatever is necessary and convenient" to implement redevelopment, they are subject to the ordinances and laws of the city. The city council must approve HRA plans before the housing and redevelopment authority may begin implementation.

Minn. Stat. § 469.012, subd. 4. Minn. Stat. § 469.028.

6. HRA contracting

All HRA construction work and purchases of equipment, supplies or materials that involve expenditure of more than $100,000 must be competitively bid. An HRA (and a city) may also use the "best value alternative." There are limited exceptions to these requirements for emergencies and certain projects, such as parking ramps.

Minn. Stat. § 469.015.
Minn. Stat. § 469.015, subd. 1a.

7. HRA financing

Operating funds, capital improvements, and debt retirement expenses for HRA projects may be financed by any one, or combination of, the following methods:

- Federal grants.
- Revenue bonds the HRA or local governing body sells.
- General obligation bonds the local governing body sells.
- Tax increments from redevelopment projects.
- A limited levy for redevelopment projects and planning activities.

Minn. Stat. § 469.033.
Minn. Stat. § 469.034.

When an HRA issues bonds, the revenue generated must be used for the projects financed, or bond costs must be paid from income generated by designated projects.

Minn. Stat. § 469.034, subd. 1.

RELEVANT LINKS:

The law states that the principal and interest on bonds are payable exclusively from the income and revenues of the project financed with the proceeds of the bonds, or exclusively from the income and revenues of certain designated projects, whether or not they are financed in whole or in part with the proceeds of the bonds.

8. HRA certifications to state

The following documents relating to the establishment and activities of local HRAs must go to the DEED commissioner:

Minn. Stat. § 469.003, subds. 4, 6.
Minn. Stat. § 469.003, subd. 7.

- Resolution of need.
- Certificates of appointment or reappointment of HRA commissioners.
- Project reports.
- Applications for federal assistance.
- Contracts with federal agencies.
- Redevelopment plans.
- Low rent public housing project and management plans.

Minn. Stat. § 469.013.

In addition, annual financial reports must go to the state auditor.

9. HRA federal certification

In order for a local HRA to use federal Department of Housing and Urban Development (HUD) assistance programs, it must submit a transcript of organizational documents to the HUD area office.

C. Economic development authorities

Minn. Stat. §§ 469.090 to 469.1082.
Minn. Stat. § 469.1082, subd. 5.
Minnesota Department of Employment and Economic Development: The Economic Development Authorities Handbook.

All cities and townships have authority from the state Legislature to create economic development authorities. The city may consolidate the economic development authority (EDA) with an existing HRA or the city may grant the authority HRA powers. The city council may create an EDA by passing an enabling resolution. Before adopting the enabling resolution, the city must first conduct a public hearing. The enabling resolution establishes a board of commissioners for the EDA. The city council can choose to serve as the EDA board of commissioners or create a board composed of community members. The mayor, with approval of the council, appoints the commissioners. The board may consist of three, five or seven members who serve six-year terms. The board is subject to the open meeting law.

1. EDA levies

RELEVANT LINKS:

Minn. Stat. § 275.70.

Minn. Stat. § 275.066.

The typical EDA levy is different from the HRA levy discussed above. It is not a levy raised by the EDA—it is a levy set by a city at the request of the EDA.

Basically, the city simply appropriates part of the money the city collects in the general city levy to the EDA. Because the EDA levy is part of the city levy, it is not a "special levy" under state law and thus the EDA levy is subject to the city's overall levy limit. However, as noted above, many EDA-enabling resolutions adopt all the powers of an HRA. If so, the EDA may levy a separate tax or "HRA levy," and then the EDA functions as a special taxing district as if it were an HRA and that levy is not subject to levy limits or to city debt limits. An EDA using the levy powers of an HRA is still limited to a levy no more than 0.0185 percent of the total taxable market value in the city.

2. EDA loans

Minn. Stat. § 469.192.
Minn. Stat. §§ 469.090 to 469.1082.
Minn. Stat. § 469.098.

An EDA is authorized to make a loan to a business, a for-profit or nonprofit organization, or an individual. Before taking an action or making a decision which could substantially affect an EDA commissioner's or an employee's financial interests or those of an organization with which the commissioner or an employee is associated, a commissioner or employee of an authority must comply with specific requirements to disclose the conflict and obtain prior approval. Failure to do so may result in criminal charges.

Loans must be for a purpose the EDA is authorized to carry out under the law. An authorized purpose must deal with or contribute to economic or industrial development. EDAs have the ability to use pooled bond reserving. In most development programs, each bond issue is independent of any other bond issue with a separate service or sinking fund account. EDAs, however, may create a single common bond reserve fund. Under this arrangement, each project's revenues go into a common fund, which in turn pays the bondholders on all projects.

Through this pooling mechanism, the security of each project's bond increases and borrowing costs decrease as long as the pool has the necessary volume and diversity of cash flow.

3. Other EDA powers

Minn. Stat. § 469.101, subds 1, 2.
Minn. Stat. § 469.101, subd. 1. Minn. Stat. § 469.102.

EDAs can acquire property and facilities but cannot issue debt without an election. The city must authorize the issuance of debt in the resolution creating the EDA. In addition, EDAs can create economic development districts but the districts must be contiguous.

RELEVANT LINKS:

Current law eliminates the requirements that economic development districts established by EDAs meet the "blight test" under tax increment financing law for redevelopment districts.

EDAs may exercise powers under the housing and redevelopment authority (HRA) law (if a particular EDA enabling resolution includes HRA power) to create a redevelopment project, housing development, or housing project under which a restrictive blight test does not apply. These projects can be used for similar purposes to those of an economic development district under the EDA law.

D. Port authorities

Minn. Stat. §§ 469.048-469.068. Minn. Stat. § 469.053.

The state Legislature authorizes city creation of port authorities. A port authority is a separate political entity with the right to sue and be sued in its own name and is generally organized to increase commerce in a city. Unlike EDAs and HRAs, a port authority may issue general obligation bonds without holding an election.

Minn. Stat. § 469.050. Minn. Stat. § 469.051.

Cities establish a port authority by passing an enabling resolution. It may have from three to seven commissioners (two of whom must be on the city council) appointed by the mayor and approved by the city council, unless a different number or procedure is set out in the enabling law. State law governs commissioner pay, vacancies, duties, and port authority by-laws.

Minn. Stat. § 469.051, subd. 2.

A port authority shall annually elect a president or chair, vice-president or vice-chair, treasurer, secretary, and assistant treasurer. A commissioner may not serve as president or chair and vice-president or vice-chair at the same time. The other offices may be held by one commissioner. The offices of secretary and assistant treasurer need not be held by a commissioner.

The treasurer of a port authority must be bonded to faithfully perform these duties:

- Receive and be responsible for port authority money.
- Be responsible for the acts of the assistant treasurer, if appointed.
- Disburse port authority money by check or electronic procedures.
- Keep an account of the source of all receipts, and the nature, purpose, and authority of all disbursements.
- File the authority's detailed financial statement with its secretary at least once a year at times set by the authority.

RELEVANT LINKS:

Minn. Stat. § 469.051, subd. 9.

The port authority's annual detailed financial statement must show all receipts and disbursements, their nature, the money on hand, the purposes to which the money on hand is to be applied, the authority's credits and assets, and its outstanding liabilities. The authority must examine the statement together with the treasurer's vouchers. If the authority finds the statement and vouchers correct, it shall approve them by resolution and record the resolution.

Minn. Stat. §§ 469.048–469.068.

State law governs many other aspects of port authorities, including but not limited to use of city property by a port authority, employees, contracts, and audits. The city attorney also acts as the port authority's attorney.

E. Municipal or area redevelopment agencies

Minn. Stat. §§ 469.109 to 469.123.

Any rural municipality or group of municipalities may establish a public body, known as a municipal or area redevelopment agency, in and for the area the municipality covers. This law defines municipalities as home rule charter or statutory cities, counties, towns or school districts.

Minn. Stat. § 469.110, subd. 11. Minn. Stat. § 469.111.

The law includes only rural areas, which generally means all areas that are not within the boundary of any city having a population of 50,000 or more, and not immediately adjacent to urbanized and urbanizing areas with a population density of more than 100 persons per square mile—or areas with an unemployment rate of 6 percent or more. The restrictions limit applicability of the law to rural areas and to the Iron Range.

Minn. Stat. § 469.111. Minn. Stat. § 469.115.

The establishment of the municipal or area redevelopment agency is similar to the establishment of an HRA. A municipal or area redevelopment agency has similar powers to an HRA.

F. City development districts

Minn. Stat. §§ 469.124 to 469.134.

Any home rule charter or statutory city may designate development districts within the boundaries of the city. Within these districts, cities may:

- Adopt a development program to acquire, construct, reconstruct, improve, alter, extend, operate, maintain or promote developments aimed at improving the physical facilities, quality of life, and quality of transportation.
- Promote pedestrian skyway systems.
- Install special lighting systems, street signs and street furniture, landscaping of streets and public property, and snow removal systems.

RELEVANT LINKS:

Minn. Stat. § 469.127.

The law encourages pedestrian skyway systems, underground pedestrian concourses, people-mover systems, and publicly owned parking structures. It exempts these structures from taxation even when they are attached to privately owned buildings.

G. City industrial development

Minn. Stat. §§ 469.152 to 469.1655.
Minn. Stat. § 469.152.

For the purpose of attracting industrial and commercial development and encouraging local governments to prevent economic deterioration, any home rule charter or statutory city or its redevelopment agency has the power to promote industrial development by:

- Acquiring, constructing, and holding lands, buildings, easements, improvements to lands and buildings, capital equipment, and inventory for industrial projects.
- Issuing revenue bonds and entering into revenue agreements to finance these activities to promote industrial projects.
- Refinancing health care and other facilities.

Minn. Stat. § 469.155, subd. 4.

Under the legislation, cities assist industries in starting operations and use generated revenues to repay the costs. This law is the basis for issuing most industrial revenue bonds.

Minn. Stat. § 469.153, subd. 2.

Minn. Stat. § 469.1655.

Industrial projects eligible for assistance include any revenue-producing enterprises engaged in assembling, fabricating, manufacturing, mixing, processing, storing, warehousing, or distributing any products of agriculture, forestry, mining, or manufacturing; or in research and development activity in these fields; or in the manufacturing, creation, or production of intangible property, including any patent, copyright, formula, process, design, know how, format, or other similar item. “Project” also includes any properties designated as a qualified green building and sustainable design project under state law. Eligible projects may include costs related to dewatering activities.

Minn. Stat. § 469.155, subd. 14.

The law prohibits a city from operating any of these projects as a business or in any other manner.

RELEVANT LINKS:

III. Other development strategies

A. Housing bonds

Minn. Stat. ch. 462C.

Cities may use revenue bonds for financing single- and multi-family housing, primarily for the benefit of low- and moderate-income families. The law contains single- and multi-family housing criteria and the specific actions cities must take to comply with the law. Federal law limits the issuance of housing revenue bonds. Bonding authority is allocated by a state formula.

B. Industrial parks

An industrial park is a tract of land suitable for industrial use because of location, topography, proper zoning, availability to utilities, and accessibility to transportation. A single body has administrative control of the tract. In some cities, an industrial park may be little more than a tract of unimproved land, while in other cities it may be totally served by city services and have restrictive building requirements. An industrial park's purpose is to attract industrial development.

Property a city holds for later sale for economic development purposes remains tax exempt for a period of eight years, or until buildings or other improvements that are constructed after acquisition reach one-half occupancy.

Currently, private enterprise creates most new industrial park development by establishing a for-profit community development corporation. A city can cooperate with that corporation through its land-use controls and methods of financing public improvements. Many cities have also established industrial parks complete with streets, water, and sewer, in spite of the possible tax ramifications. The city then sells or leases a portion of the park to a business needing a location for its building.

Minn. Stat. § 469.185.
Minn. Stat. § 465.035.
A.G. Op. 476-B-2 (Mar. 2, 1961).
City of Pipestone v. Madsen, 287 Minn. 357, 178 N.W.2d 594 (1970).

The law authorizes any city owning lands that are not restricted by deed to convey the lands for nominal consideration, to encourage and promote industry, and to provide employment for citizens. In finding that a conveyance of land for an indoor arena was not within the statute, the attorney general concluded the conveyance must encourage and promote industry and provide employment for citizens. A more direct promotion of industry is necessary, beyond the fact that more potential customers might be in town as a result of athletic contests. However, the courts have upheld the municipal industrial development revenue bond law, discussed subsequently, against the same objection. The city's attorney can best advise the city concerning the legality of a purchase of land for resale.

RELEVANT LINKS:

C. Industrial revenue bonds

Minn. Stat. §§ 469.152 to 469.1655.

The municipal industrial development laws help cities attract new commercial and industrial development, and keep existing businesses in the city. The law authorizes the council to issue revenue bonds, and use the proceeds to acquire and construct industrial sites and facilities. The city then leases these facilities to private industry and uses the rental fee proceeds to retire the bonds.

A city may issue industrial revenue bonds, also known as municipal revenue bonds, without public referendum. It cannot pledge the full faith and credit of a community as security for these bonds. Thus, the city may not tax property owners to pay principal and interest on the bonds.

For more information, contact DEED 651.259.7114, 800.657.3858. Main Office: 1st National Bank Building 332 Minnesota Street, Suite E200 Saint Paul, MN 55101-1351.

If a city decides to investigate the use of industrial bond financing, it should contact the Department of Employment and Economic Development. The department provides the city with information, advice, and technical assistance. This assistance is important, due to the adoption of federal and state laws allocating issuance authority among the states and their political subdivisions. The commissioner of Securities must approve the project.

D. Commercial rehabilitation

Minn. Stat. § 469.184.

Cities have authority to carry out programs for the rehabilitation of small- and medium-sized commercial buildings. The city must adopt a program ordinance that provides for the adoption of program regulations, including a definition of small- and medium-sized commercial buildings. Loans under the program may be for amounts up to $200,000. The city may finance the program through the sale of revenue bonds.

E. Tax increment financing (TIF)

Minn. Stat. §§ 469.174 to 469.1794.

Tax increment financing authority is available to most cities. Cities with housing and redevelopment authorities, economic development authorities, port authorities, redevelopment agencies, those cities administering development districts or development projects, or cities exercising port authority powers under a general or special law may use tax increment financing. Amendments to the law, however, may make the use of this development tool more complicated.

RELEVANT LINKS:

Tax increment financing is a funding technique that takes advantage of the increases in tax capacity and property taxes from development or redevelopment to pay upfront public development or redevelopment costs. The difference in the tax capacity and the tax revenues the property generates after new construction has occurred, compared with the tax capacity and tax revenues it generated before the construction, is the captured value. The taxes paid on the captured value are called "increments." Unlike property taxes, increments are not used to pay for the general costs of cities, counties, and schools. Instead, increments go to the development authority and are used to repay public indebtedness or current costs the city incurred in acquiring the property, removing existing structures or installing public services.

Thus, the property owner in a TIF district continues to pay the full amount of property taxes. TIF involves only the increased property taxes generated within the district. It does not change the amount of property taxes currently derived from the redevelopment area, nor does it directly affect the amount or rate of general ad valorem taxes the city levies. The result of a TIF project is an increased tax base that will benefit all local taxing jurisdictions. Additionally, TIF districts usually spur economic development and redevelopment through creating jobs, removing blight, and providing more affordable housing.

Minn. Stat. § 469.177, subd. 1.

Amendments to TIF law in 2012, address changes caused by the market value exclusion program. If the market value of a homestead property within a TIF district reduces the homestead market value in the district, the original tax capacity of the TIF district will be reduced by the same amount.

Thus, the tax increment collected by the city will remain the same. If your city has a TIF district with townhouses or condominiums, you may want to verify that valuations are properly adjusted by the county auditor.

State v. Wicklund, 589 N.W.2d 793 (Minn. 1999).

TIF is used to encourage four general types of private development: redevelopment, renovation and renewal, growth in low- to moderate-income housing, and economic development. Public financing using TIF funding for a privately owned facility does not make public space in the facility a public forum for free speech purposes.

A TIF district may involve compact development. Two major conditions must be satisfied:

RELEVANT LINKS:

Minn. Stat. § 469.174. Minn. Stat. § 469.175 subd. 2a. Minn. Stat. § 469.176, subd. 1b. Minn. Stat. § 469.176, subd. 1i. Minn. Stat. § 469.176, subd. 4c. Minn. Stat. § 273.13, subd. 24.

- Parcels consisting of 70 percent of the area of the district are occupied by buildings or similar structures that are classified as class 3a property under state law. and
- The planned redevelopment or development of the district, when completed, will increase the total square footage of buildings, classified as class 3a under state law, occupying the district by three times or more relative to the square footage of similar buildings occupying the district when the resolution is approved.

Minn. Stat. § 469.176, subd. 7.

In some specific situations, a TIF authority may request inclusion in a tax increment financing district and the county auditor may certify the original tax capacity of a parcel or a part of the following property types:

- Agricultural.
- Private outdoor recreational, open space and park land.
- Rural preserve property.
- Metropolitan agricultural preserves.

The authority to establish or approve a compact development district expired on June 30, 2012.

Minn. Stat. § 469.176, subd. 4c.

TIF economic development districts must:

- Request certification of the district no later than June 30, 2012.
- Must begin construction before Jan. 1, 2012, for development of housing.

Minn. Stat. § 469.1761, subd. 2 or 3.

These districts may not be used to assist housing that is developed to qualify for owner-occupied or rental housing, or similar requirements of other law, if construction of the project begins later than July 1, 2011.

Minn. Stat. § 469.176, subd. 4m.

Cities have temporary authority to spend TIF funds to stimulate construction using economic development districts for any type of project if three conditions are met:

- The municipality funds projects that will create new jobs in the state, including construction jobs, and the project otherwise would not have begun before July 1, 2012, without assistance.
- Construction of the project begins no later than July 1, 2012.
- The request for certification is made by June 30, 2012.

Minn. Stat. § 469.176, subd. 4m (d).

For a development consisting of housing, the authority to spend tax increments expires Dec. 31, 2011, and construction must commence before July 1, 2011, except the authority to spend tax increments on market rate housing developments expires July 31, 2012, and construction must commence before Jan. 1, 2012. This temporary authority to spend the tax increment expires Dec. 31, 2012.

RELEVANT LINKS:

Minn. Stat. § 469.175, subd. 5.

The city using TIF must report annually to the county board, the county auditor, the school board, and the state auditor as to the status of the TIF district or districts and publish the report. The state auditor has established a uniform system of accounting and financial reporting for TIF districts. The city must annually submit to the state auditor a financial report in compliance with these standards.

Minn. Stat. § 469.1771, subds. 1, 2b.

The state auditor may audit TIF districts. If the state auditor notifies a TIF authority of an alleged violation, a copy of the notice is also forwarded to the county attorney. If no corrective action is brought within one year, the county attorney must notify the state auditor, who then notifies the attorney general. If the attorney general finds a substantial violation, the attorney general will petition the state tax court to suspend the authority's power to use TIF for a period of up to five years.

Minn. Stat. § 469.177, subd. 8. *Lake Superior Paper Indus. v. State*, 624 N.W.2d 254 (Minn. 2001). *Brookfield Trade Center, Inc. v. County of Ramsey*, 609 N.W.2d 868 (Minn. 1998).

The TIF agreement with the developer is a complex document. Assistance from a financial advisor and the city attorney is necessary in order to anticipate the many potential problems. An agreement can establish a minimum market value for tax increment assessment purposes, as well as provide that the developer pay a certain level of taxes regardless of any classification rate changes or levy decreases. The agreement should be entered into before the assembly and acquisition of the land on which the completed improvements are to be located.

See Minn. Stat. §§ 469.177, subds. 1b, 11. Minn. Stat. § 469.1771, subd. 1. Minn. Stat. § 469.1793. Minn. Stat. § 469.1814.

The 2001 tax reform legislation, which reduced class rates and provided for the state takeover of the general education levy, resulted in several changes to various statutes to accommodate the changes. These changes considerably reduce the continued viability of TIF in the future.

Minn. Stat. § 469.174.

The law imposes a 180-day statute of limitations on actions to challenge the creation or modification of a TIF district. The law is complex including a "but-for" finding before a city approves a TIF plan and the creation of a TIF district.

Cities must follow statutory requirements including but not limited to administrative expenses, plan modifications, reporting requirements, use of increment in pre-1979 districts, excess increments, pooling, decertification, and use of funds outside the district.

Minn. Stat. § 469.175.

Before a district can be created, the law requires a detailed estimate of the impact of a proposed district on city-provided services, such as police and fire protection, public infrastructure, and borrowing costs attributable to the district, in addition to other complex estimations that must be prepared.

RELEVANT LINKS:

Walser Auto Sales, Inc. v. City of Richfield, 635 N.W.2d 391 (Minn. Ct. App. 2001); aff'd, 644 N.W.2d 425 (Minn. 2002).

Cities should use extreme care in establishing a TIF district and should follow all procedural requirements; otherwise, a court may find the district was not properly established. In one case, a TIF district was not properly established where minimal effort was made to ensure the thorough inspection of the properties, inaccurate methodology was used to establish the condition of the buildings, and the buildings found structurally substandard were not reasonably distributed throughout the district.

Chenoweth v. City of New Brighton, 655 N.W.2d 821 (Minn. Ct. App. 2003).

In another case, a cause of action for inverse condemnation does not arise where a city's involvement with an adjacent property owner's development consists of establishing a TIF district, entering into a contract with a private developer specifying the size and value of structures to be built, and providing for substantial city assistance to facilitate development.

Given the complexity of the laws governing the use of TIF, cities or HRAs should not undertake this method of financing community development projects without the advice of an attorney and professional consultants.

F. Property tax abatement

Minn. Stat. §§ 469.1812 to 469.1815.

A city may use this development tool to segregate some or all of the taxes (or the increase in taxes) it imposes on a parcel of property if the city expects the benefits of the proposed abatement agreement at least to equal the costs of the proposed development. The term "abatement" is somewhat misleading, as in most cases the tax is not forgiven; it is paid normally, but the amount of property tax levied by the city is used to pay for the bonds. The city must determine that the agreement is in the public interest because it will increase or preserve tax base, provide employment opportunities, provide or help acquire or construct public facilities, help redevelop or renew blighted areas, or help provide access to services for residents of the city. Property taxes in a TIF district cannot be abated unless the period of the abatement will not occur until after the district is decertified.

A resolution must be adopted after notice and public hearing, specifying the terms of the abatement.

RELEVANT LINKS:

A city may issue bonds or other obligations to provide an amount equal to the sum of the abatements granted for a specific property. The maximum principal amount of these bonds may not exceed the estimated sum of the abatements for the property for the years authorized. The bonds may be general obligations of the city if the city council chooses to pledge the full faith and credit of the city in the resolution issuing the bonds. The law limits property tax abatements to 15 years. School districts and counties have similar abatement powers. A city, county, and school district can agree to abate their taxes on the same property.

IV. State-sponsored development tools

A. Minnesota Housing Finance Agency

Minn. Stat. ch. 462A. For more information about MHFA programs, contact MHFA at 400 Sibley Street Suite 300, St. Paul, MN 55101-1998 (651) 296-7608 or (800) 657-3769.

The goals of the Minnesota Housing Finance Agency (MHFA) are to provide decent, affordable housing to low- and moderate-income people; preserve the existing housing stock in Minnesota; preserve existing neighborhoods and prevent them from deteriorating; and prevent mortgage foreclosures while promoting energy conservation in residential housing.

The Minnesota Legislature created the MHFA in response to a shortage of affordable housing for low- and moderate-income people. Private enterprise and private investment were unable, without public assistance, to provide an adequate supply of safe, sanitary, and decent housing at affordable prices and rents.

Minn. Stat. § 462A.073 et seq.
MHFA: Minnesota City Participation Program.

The sale of state tax-exempt bonds is the primary financing for MFHA programs. Through the Minnesota City Participation Program, Minnesota Housing sells mortgage revenue bonds on behalf of cities to meet locally identified housing needs. The proceeds of these bonds provide below-market interest rate home mortgage loans for low- and moderate-income, first-time homebuyers, or for the construction or rehabilitation of single- and multi-family housing. Appropriations from the Legislature provide additional funding for programs, including the promotion of energy conservation; an increase in home ownership opportunities for first time homebuyers; home improvement grants to very low-income homeowners; and programs to improve the housing available to Native Americans, large families, and people with disabilities.

B. Department of Employment and Economic Development (DEED)

Minn. Stat. ch. 116J. Minnesota Department of Employment and Economic Development.

The Minnesota Department of Employment and Economic Development is the primary development agency for Minnesota.

RELEVANT LINKS:

DEED staff is responsible for a wide range of grant and loan programs, as well as for providing technical assistance to businesses and communities.

Minn. Stat. §§ 116J.411 to 116J.424.
Minn. Stat. § 116J.575.
See, Minnesota Department of Employment and Economic Development for Local Government.
The USDA Development.

DEED also provides grants for contamination cleanup and redevelopment. A redevelopment account allows DEED to make grants to local units of government up to 50 percent of the cost of redeveloping blighted industrial, residential, or commercial property. DEED administers the rural development program; makes challenge grants to regional organizations to encourage private investment in rural areas; and administers a revolving loan fund to provide loans to new and expanding business in rural Minnesota. Local government units, including cities, may receive these loans if the community has established a local revolving loan fund and can provide at least an equal match to the loan received.

Minn. Stat. § 116J.431.
Greater Minnesota Business Development Infrastructure Grant Program.

Cities outside the seven-county metropolitan area may receive grants from DEED for up to 50 percent of the capital costs of public infrastructure necessary for certain specified economic development projects, excluding retail and office space. For this program, “public infrastructure” means publicly owned physical infrastructure necessary to support economic development projects, including but not limited to sewers, water supply systems, utility extensions, streets, wastewater treatment systems, stormwater management systems, and facilities for pretreatment of wastewater to remove phosphorus.

Minn. Stat. § 116J.431, subd. 2.

Under this law, an “economic development project” for which a county or city may be eligible to receive a grant under this section includes manufacturing; technology; warehousing and distribution; research and development; agricultural processing or industrial park development that would be used by any one of these businesses.

Minn. Stat. § 116J.435.

DEED runs the Innovative Business Development Public Infrastructure (BDPI) program that provides grants to local governmental units on a competitive basis statewide for up to 50 percent of the capital cost of the public infrastructure necessary to expand or retain jobs.

Department of Employment and Economic Development: Innovative Business Development Program.

"Innovative business" means a business that is engaged in, or is committed to engage in, innovation in Minnesota in one of the following:

Minn. Stat. § 116J.435.

- Using proprietary technology to add value to a product, process, or service in a high technology field.
- Researching or developing a proprietary product, process, or service in a high technology field.
- Researching, developing, or producing a new proprietary technology for use in the fields of tourism, forestry, mining, transportation, or green manufacturing.

RELEVANT LINKS:

"Proprietary technology" means the technical innovations that are unique and legally owned or licensed by a business and includes, without limitation, those innovations that are patented, patent pending, a subject of trade secrets, or copyrighted. "Eligible project" means an innovative business development capital improvement project in this state, including:

- Manufacturing; technology; warehousing and distribution; research and development.
- Innovative business incubator.
- Agricultural processing; or industrial, office. or
- Research park development that would be used by an innovative business.

Minn. Stat. § 272.02, subd. 64.

DEED administers “tax-free” job opportunity building zones (JOBZ). In each of these zones, businesses will be eligible for a broad range of tax incentives for a period of 12 years. Under the program, local units of government, including cities, must submit applications to DEED and follow all statutory requirements related to JOBZ.

C. Enterprise Minnesota

Minn. Stat. ch. 116O.

Enterprise Minnesota is a nonprofit business consulting organization, set up by the Legislature that helps small and medium-sized manufacturing companies, education services, and government entities in Minnesota. Enterprise Minnesota operates as a fee-for-services 501(c) (3) nonprofit.

Enterprise Minnesota 612-373-2900 or 800-325-3073. Minn. Stat. § 116O.061.

Enterprise Minnesota focuses on applied research and technology transfer and early stage funding. It may provide financial assistance, including loan guarantees, direct loans, interest subsidies, or equity investments, to sole proprietorships, corporations, other entities, nonprofit organizations, or joint ventures. Financial assistance includes but is not limited to assisting a qualified company or organization with business services and products that will enhance the operations of the entity.

D. Corporations

Minn. Stat. § 465.717. Minn. Stat. § 471.59.
LMC information memo, *Liability Coverage for Joint Powers Agreements*.

Cities must not create nonprofit corporations unless authorized to do so by special legislation. The law allows incorporation of a joint powers entity, but these must comply with all applicable public sector laws (open meeting, gift law, conflicts of interest, competitive bidding, etc.) and must be separately insured.

RELEVANT LINKS:

More information is available on the HUD web site.

For more information, contact Rural Development State Office 410 Farm Credit Service Building 375 Jackson Street St. Paul, MN 55101-1853, (651) 602-7800; See also, Handbook, Chapter 25.

V. Federal development tools

A. Community development block grants

The Community Development Block Grant (CDBG) program, under the U.S. Department of Housing and Urban Development (HUD), provides cities with federal funding to initiate and continue a diverse array of housing and community development projects.

B. Rural development grants

A variety of grants and loans to encourage economic development are available to cities from the U. S. Department of Agriculture, rural development program. Sewer, water, rural enterprise, housing, and other types of grants and loans are available.

VI. How this chapter applies to home rule charter cities

All of the tools this chapter lists are available to charter cities. The general discussions also apply to all cities.

EHLERS
LEADERS IN PUBLIC FINANCE

Training Camp: TIF 101 & Tax Abatement

Rebecca Kurtz – Ehlers
Mary Ippel -- Briggs

February 1, 2018

Session Outline

- Basics of Tax Increment
  - Framework of a District
  - Types of Districts
  - Uses of TIF
- Basics of Tax Abatement

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Basics of Tax Increment

Minnesota Statutes 469.174 – 469.1794

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What is TIF?

Tax Increment Financing (TIF):

The ability to capture and use most of the increased local property tax revenues from new development within a defined geographic area for a defined period of time without approval of the other taxing jurisdictions.

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Why use TIF?

- Encourage certain types of development or redevelopment that would not normally occur without assistance (“but for” test)
  - Create or retain jobs
  - Redevelop blighted areas
  - Remediate polluted sites
  - Construct affordable housing

Building Blocks of TIF

There is a starting property value in the TIF District when it is created (also called "base value")

Original Tax Capacity

Tax revenues go to all local units of government

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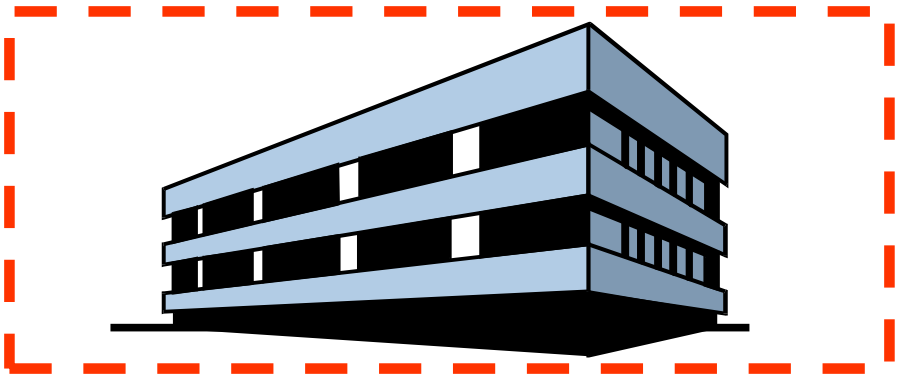
Building Blocks of TIF

Development Occurs = New Tax Capacity
TIF District can "capture" the increased value from the new development



Original Tax Capacity

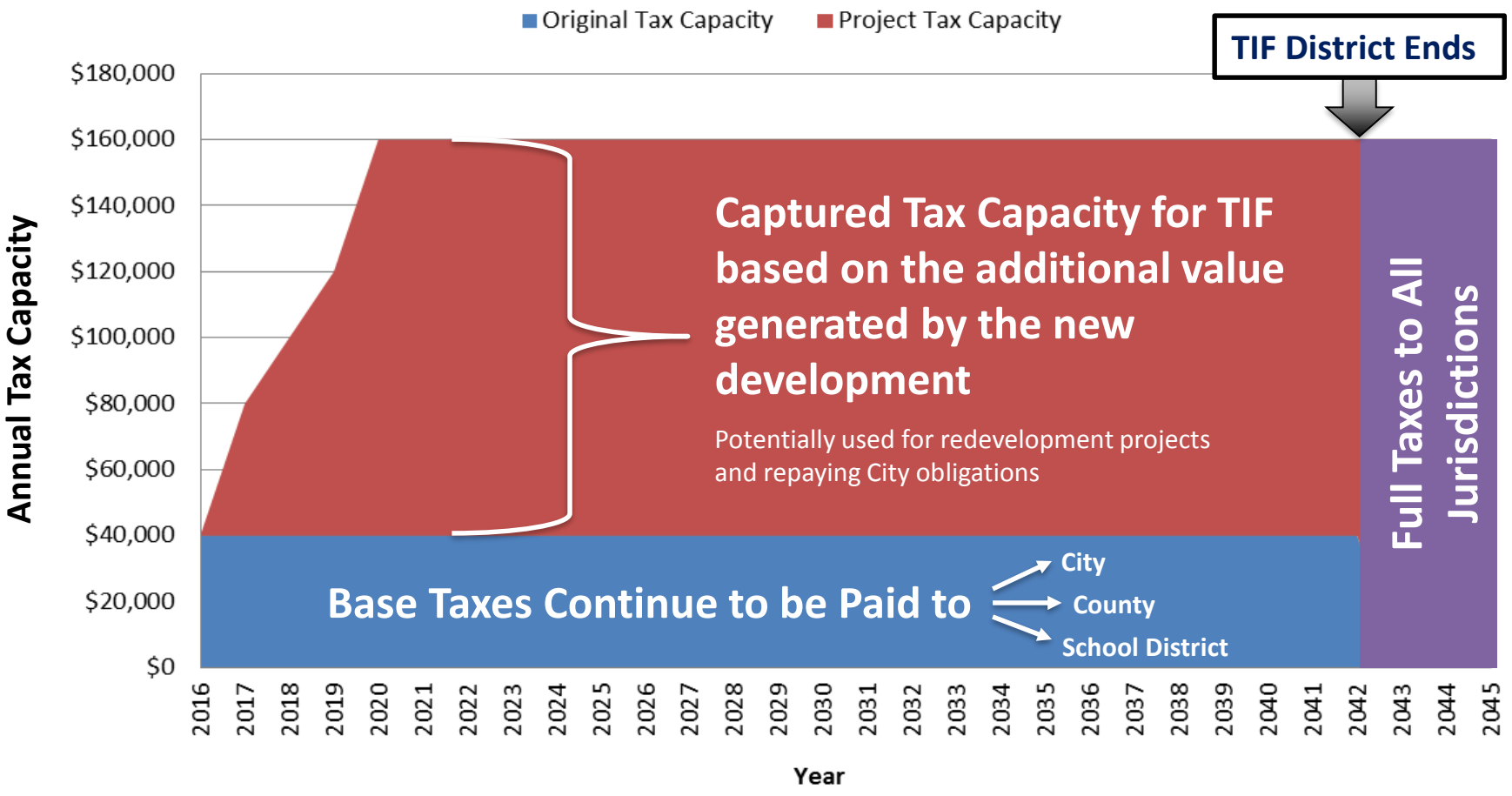
New or "Captured" Tax Capacity available for TIF

Original tax revenues continue to go to local units of government

TIF = Captured Tax Capacity x Tax Rate

EHLERS
LEADERS IN PUBLIC FINANCE

TIF Example (26 year district)



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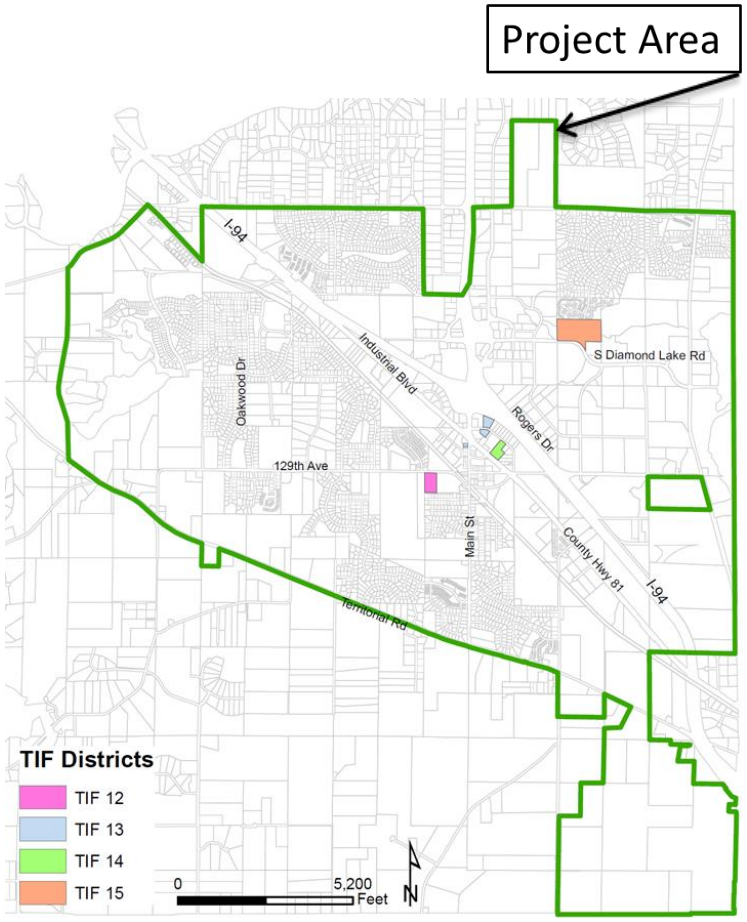
Project Area: Where increment may be spent

- TIF Districts must be located in a Project Area or Development District
- Multiple TIF Districts can be in a Project Area
- Increment can be spent outside a TIF District in Project Area (aka “pooling”)



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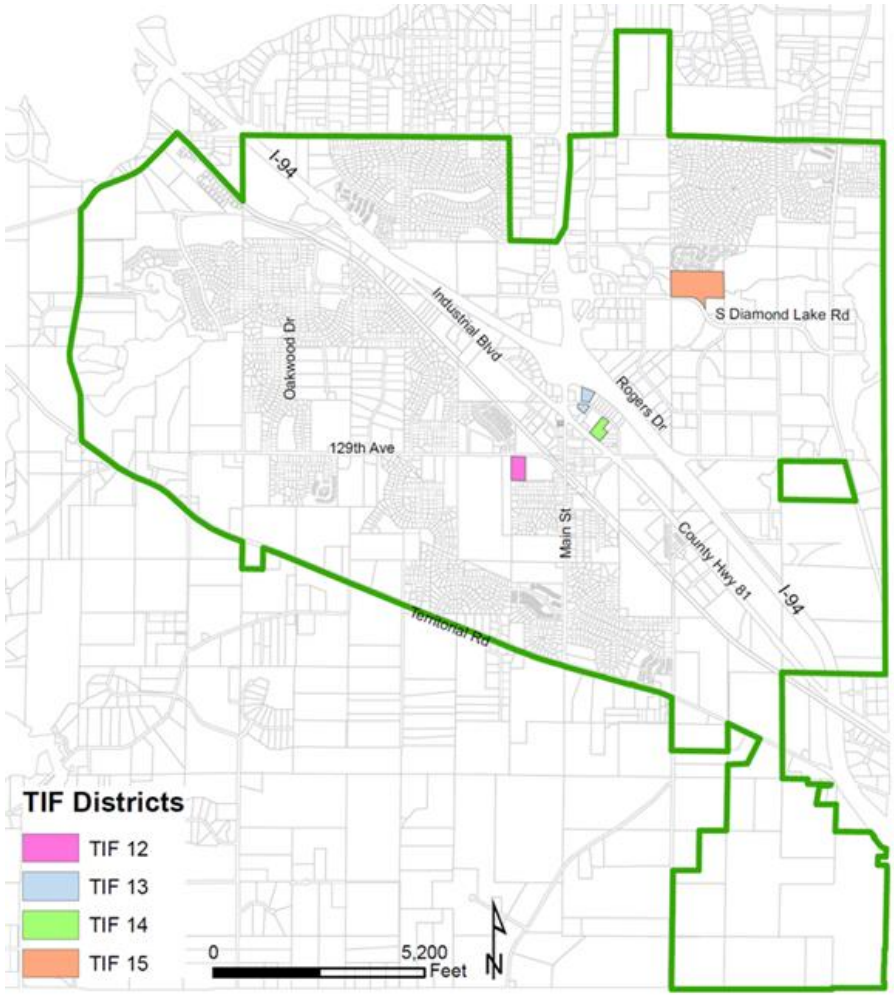
TIF District: Where increment is collected

- Defines parcels whose increased value will be captured
- Parcels do not have to be contiguous, but usually are
- Must meet criteria in State law for type of District being established



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TIF District Approval

- Can be established by City, EDA, HRA or County
- TIF Plan and Project Area Plan
  - Set forth policy objectives
  - Provide maximum budget authority for TIF revenues and expenditures
- Must have approval of elected officials following public hearing

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Types of Districts

Purpose	Type of District	Max. Term
Redo substandard / obsolete buildings	Redevelopment	26
	Renovation & Renewal	16
Affordable housing	Housing	26
	Economic Development - Workforce Housing	9
Job & tax base creation	Economic Development	9

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Economic Development

- At least 85% of new building space must be:
  - Manufacturing
  - Warehousing, storage, distribution
  - Research and development
  - Telemarketing
  - Space necessary and related to the above

How can increment be spent?

- Must meet policy objectives in TIF Plan
- Must be in TIF Plan Budget

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How can increment be spent?

- Must be costs associated with new development:
  - Land Acquisition
  - Demolition and Relocation
  - Site improvements
  - Utilities, Streets, Sidewalks
  - Environmental Clean-up
  - Parking
  - Buildings
  - Administration

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“But For” Test

- The development is only possible ***but for*** the use of tax increment

- Elected body has to make this finding

Common Financing Options

- Pay-as-you-go Note
  - Developer funds eligible expenses
  - Authority repays developer with interest over time from available TIF / abatement
  - Minimal risk to authority

- General Obligation Bonds
  - Authority issues bonds to fund eligible expenses
  - Debt service paid with TIF / abatement
  - IF TIF / abatement < debt service, authority is required to cover the gap

EHLERS
LEADERS IN PUBLIC FINANCE

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Ehlers

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Mary Ippel
Briggs & Morgan

(612) 977-8122
mippel@briggs.com

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

CC Regular Session **7. 5.**

Meeting Date: 05/14/2019

By: Colleen Lasher, Administrative Services

Information

Title:

Adopt Resolution #19-117 Hiring a Patrol Officer

Purpose/Background:

The purpose of this case is to request the City Council to hire a Patrol Officer.

Patrol Officers perform responsible police work involving the protection and safety of the community through prevention and control of crime, maintaining or restoring public order, investigating crime, regulating traffic, enforcing laws, and providing emergency services; as well as other related duties as required.

As part of the 2019 budgeting process, funding was included in the budget for a new Patrol Officer. Staff conducted a recruitment and a finalist was selected. The finalist participated in and passed the physical agility testing, two interviews, a report writing exercise, a "shoot/don't shoot video scenario, an extensive background investigation and a psychological assessment. All new Patrol Officers are subject to the Law Enforcement Labor Services union contract, including a 1-year probation period.

Funding Source:

The funding required to fill this position has been accounted for in the 2019 budget at $60,607. However, with a later start date the funding requirement will be approximately $47,529.

Recommendation:

Staff recommends hiring Mr. Jordan England as the Police Department's newest Patrol Officer effective on or near June 5, 2019, at step 1 of the 2019 pay scale which is $26.52 per hour.

Action:

Motion to adopt resolution #19-117, hiring Mr Jordan England as the Police Department's newest Patrol Officer effective on or near June 5, 2019 at step 1 of the 2019 pay scale which is $26.52 per hour.

Attachments

Resolution_19-117

Job_Desc.

Form Review

Inbox	Reviewed By	Date

Kurt Ulrich	Kurt Ulrich	05/09/2019 11:35 AM
Colleen Lasher (Originator)	Colleen Lasher	05/14/2019 11:52 AM
Form Started By: Colleen Lasher		Started On: 04/30/2019 03:59 PM
Final Approval Date: 05/14/2019		

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #19-117

RESOLUTION TO HIRE A PATROL OFFICER

WHEREAS, the 2019 budget included funding for a new Patrol Officer position; and

WHEREAS, a recruitment process was conducted; and

WHEREAS, Mr. Jordan England has been selected by staff to fill the position; and

WHEREAS, Mr. England successfully passed the City's pre-employment checks, including: reference checks, background and driving record checks, pre-employment assessments, and pre-employment physical and drug screen; and

WHEREAS, all Patrol Officers are subject to the Law Enforcement Labor Services union contract, including a 1-year probation; and

WHEREAS, Staff recommends hiring Mr. Jordan England effective on or near June 5, 2019, at step 1 of the 2019 pay scale, which is $26.52 per hour.

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

1) Motion to adopt resolution #19-117 hiring Mr. Jordan England to the position of Patrol Officer, effective on or near June 5, 2019 at $26.52 per hour, which is step 1 of the 2019 wage scale.

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

and the following voted against the same:

and the following abstained:

and the following were absent:

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 14h day of May 2019.

_____
Mayor

ATTEST:

_____
City Clerk

Patrol Officer

Class Code: 15008

Bargaining Unit: Patrol

CITY OF RAMSEY
Established Date: Aug 4, 2017
Revision Date: Feb 14, 2019

Job Description

SALARY RANGE

$26.52 Hourly

PRIMARY OBJECTIVE OF POSITION:

Patrol Officers perform responsible police work involving the protection and safety of the community through prevention and control of crime, maintaining or restoring public order, investigating crime, regulating traffic, enforcing laws, and providing emergency services; as well as other related duties as required.

This is an LELS Union position

MINIMUM QUALIFICATIONS:

- Must possess an Associate's degree in Criminal Justice, Law Enforcement or equivalent qualifications meeting the State of Minnesota's requirements to become an Officer
- Must be P.O.S.T. full-time licensed or eligible to be P.O.S.T. full-time licensed by March 1, 2019
- Must possess a valid driver's license
- Must be available and satisfactorily pass our physical agility test (Sunday, March 24, 2019)
- Must satisfactorily pass a criminal history investigation
- Must satisfactorily pass a psychological examination
- Must satisfactorily pass a physical examination and drug screen

RESPONSIBILITIES:

- Patrol Duties
- Traffic Law Enforcement
- Crime Scenes
- Prosecutor Assistance
- Equipment
- Compile Reports

KNOWLEDGE, SKILLS AND ABILITIES:

- Knowledge of police procedures and techniques including operation of police vehicles, radios, radar, computers, and related equipment
- Knowledge of federal, state, and local laws, and of department rules and regulations
- Skilled in handling and discharging firearms with accuracy and in a safe manner
- Skilled in driving a motor vehicle, sometimes under adverse conditions and at high speeds
- Ability to communicate effectively in English; this includes speaking, reading, writing, and comprehending
- Ability to independently assess situations and determine appropriate action and to respond quickly and appropriately to crises and emergency situations
- Ability to cope with situations firmly, courteously, tactfully, and with respect to citizens' rights
- Ability to see, hear, and remember people, facts and circumstances
- Ability to communicate effectively and tactfully with others to maintain order, including dealing with difficult or violent people
- Ability to maintain confidentiality, prioritize duties, and work independently without direct supervision

JOB ACTIVITY REQUIREMENTS:

The following are the physical activities that are associated with this position:

- Standing
- Sitting
- Walking
- Lifting
- Pushing/Pulling
- Carrying
- Climbing
- Kneeling
- Crawling
- Crouching
- Bending at waist

- Reaching
- Handling Objects
- Repetitive Hand Motion
- Stationary desk or bench work

This job requires employees to be able to lift and carry up to 100 pounds.

The following are the working conditions of this position:

- Working Outdoors
- Working Indoors
- Operating motor vehicles
- Working with chemicals
- Working near fumes and vapors
- Driving a City vehicle or personal vehicle
- Driving is an essential function of this job

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CC Regular Session **7. 6.**

Meeting Date: 05/14/2019

By: Colleen Lasher, Administrative Services

Information

Title:

Adopt Resolution #19-106 Hiring Seasonal Public Works Maintenance Workers

Purpose/Background:

The purpose of this case is to request authorization to hire Seasonal Public Works Maintenance Workers. Annually, the City employs Seasonal Public Works Maintenance Workers to perform work in the Parks, Streets, and Utilities Divisions of Public Works. At this time, staff selected six seasonal candidates to work in the Public Works Department.

Seasonal Public Works Maitenance workers provide general maintenance of streets, park grounds, trails, buildings, and related facilities and equipment through the spring, summer, and possibly fall months. This also includes mowing and trimming; pruning and planting trees or working on landscape projects; maintaining athletic fields; picking up trash; street maintenance; and utilities maintenance.

Funding Source:

The funding required to fill these positions is included within the approved 2019 budget.

Recommendation:

Staff recommends hiring the following Seasonal Public Works Maintenance Workers on or near the dates listed: Tanner McIntire-Linder, effective May 13, 2019 at $11.25 per hour; Mitchel Barr, effective May 14, 2019 at $11.00 per hour; Bradley Beaver, effective May 15, 2019 at $11.75 per hour; Gunner Ledin, effective May 15, 2019 at $11.75 per hour; Carter Perry, effective May 20, 2019 at $11.00 per hour; and Nathaniel Gfroerer, effective June 10, 2019 at $11.00 per hour.

Action:

Motion to adopt resolution #19-106 to hire the following employees on or near the dates listed below:
Seasonal Public Works Maintenance Workers: Tanner McIntire-Linder, effective May 13, 2019 at $11.25 per hour; Mitchel Barr, effective May 14, 2019 at $11.00 per hour; Bradley Beaver, effective May 15, 2019 at $11.75 per hour; Gunner Ledin, effective May 15, 2019 at $11.75 per hour; Carter Perry, effective May 20, 2019 at $11.00 per hour; and Nathaniel Gfroerer, effective June 10, 2019 at $11.00 per hour.

Attachments

Resolution_19-106

Job_Description

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	05/09/2019 11:29 AM
Form Started By: Colleen Lasher		Started On: 04/30/2019 04:20 PM
Final Approval Date: 05/09/2019		

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #19-106

RESOLUTION HIRING SEASONAL PUBLIC WORKS MAINTENANCE WORKERS

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

WHEREAS, Staff selected six qualified seasonal candidates; and

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

WHEREAS, Staff recommends hiring the 2019 Seasonal Public Works Maintenance Workers.

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

1) Motion to adopt resolution #19-106 to hire the following employees on or near the dates listed below:

   Seasonal Public Works Maintenance Workers: Tanner McIntire-Linder, effective May 13, 2019 at $11.25 per hour; Mitchel Barr, effective May 14, 2019 at $11.00 per hour; Bradley Beaver, effective May 15, 2019 at $11.75 per hour; Gunner Ledin, effective May 15, 2019 at $11.75 per hour; Carter Perry, effective May 20, 2019 at $11.00 per hour; and Nathaniel Gfroerer, effective June 10, 2019 at $11.00 per hour.

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

and the following voted against the same:

and the following abstained:

and the following were absent:

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 14th day of May, 2019.

Seasonal Worker

Class Code: 16014

Bargaining Unit: None

CITY OF RAMSEY
Established Date: Mar 1, 2017
Revision Date: Feb 8, 2019

Job Description

SALARY RANGE

$11.00 Hourly

PRIMARY OBJECTIVE OF POSITION:

To provide general maintenance of streets, park grounds, trails, buildings, and related facilities and equipment through the spring, summer, and possibly fall months. This also includes mowing and trimming; pruning and planting trees or working on landscape projects; maintaining athletic fields; picking up trash; street maintenance; and utilities maintenance.

This is a temporary non-union position working forty (40) hours per week, Monday - Friday from 7:30 a.m. to 3:30 p.m., beginning in April or May and running through the Fall months. There is no guaranty of further employment after the season has concluded.

MINIMUM QUALIFICATIONS:

- Must be at least 18 years old
- Must possess a high school diploma or equivalent (GED)
- Must have valid MN driver's license with a good driving record
- Must have the ability to work independently with limited supervision
- Must have the ability to work in a variety of weather conditions including cold or hot temperatures, high humidity, wind, or rain
- Must have the ability to finish work in a timely and efficient manner
- Must have the ability to get along with others including supervisors and coworkers

Desired Qualifications include:

- Previous experience working for a municipality or county
- Previous paid professional experience landscaping experience

RESPONSIBILITIES:

- Mowing and trimming parks and trails
- Landscaping duties including planting trees, shrubs and flowers
- Pruning trees
- Maintaining athletic fields (baseball, softball, soccer) including field striping and dragging
- Park irrigation
- Carpentry, painting and repair work of City facilities and property
- Picking up trash from parks, trails, roadsides, etc.
- Operating equipment including mowers, weed-whips, saws, and use pruners and related tools
- Vehicle maintenance including oil checks
- Street maintenance
- Utilities maintenance
- Other tasks and responsibilities (within the capabilities of the seasonal worker) as assigned by the designated supervisor

KNOWLEDGE, SKILLS AND ABILITIES:

- Experience mowing grass using push or ride-on equipment
- Knowledge of lawn mowers
- Experience with weed whips
- Experience with pruning equipment
- Experience with hand tools (pruners, shovels, hammers, etc.)
- Basic knowledge of carpentry and/or painting

JOB ACTIVITY REQUIREMENTS:

The following are the physical activities that are associated with this position:

- Standing
- Sitting
- Walking
- Lifting
- Pushing/Pulling

- Carrying
- Kneeling
- Crawling
- Crouching
- Handling Objects
- Repetitive Hand Motion
- Use of Arm Muscles over Extended Periods
- Use of Leg Muscles over Extended Periods

This job requires employees to be able to lift and carry up to 50 pounds without assistance.

The following are the working conditions of this position:

- Working Outdoors
- Working Indoors
- Operating lawn maintenance equipment and hand tools
- Working with chemicals
- Working near fumes and vapors
- Driving a City vehicle or personal vehicle

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CC Regular Session **7. 7.**

Meeting Date: 05/14/2019

By: Colleen Lasher, Administrative Services

Information

Title:

Adopt Resolution #19-110 Hiring Engineering Interns

Purpose/Background:

The purpose of this case is to request authorization to hire two hire Engineering Interns. Annually the City employs Interns to work in Administrative Services, Community Development, and Engineering.

Engineering lnterns provide assistance to Engineering staff for summer construction projects and other duties. Interns will facilitate and/or coordinate multiple ongoing engineering functions and projects within the Engineering Department including outside tasks such as construciton observation of streets and underground utilities as well as survey and top soil inspections. Inside tasks include recordkeeping, scanning and potientially working with autoCad and GIS.

Engineering Interns are temporary internship working 40 hours per week, Monday - Friday / 7:00 a.m. to 3:30 p.m., beginning in late April to early May and running through approximately mid-September, depending on availability and workload.

The process to fill these positions includes an open competitive recruitment, interviews, background checks, pre-employment testing, City Council approval to hire and on-boarding.

At this time, staff selected two Engineering Interns. Both candidates have passed the pre-employment screenings and staff recommends hiring the candidates listed below.

Notification:

Intern pay: The intern pay scale ranges from $12.00 per hour to $14.00 per hour, depending on qualifications.

Funding Source:

The funding required to fill these positions is included within the approved 2019 budget.

Recommendation:

Staff recommends hiring Skye Feist, effective on or near May 20, 2019 at $13.00 per hour; and Kody Wilhelmi, effective on or near June 3, 2019 at $13.00 per hour.

Action:

Motion to adopt resolution #19-110 to hire the following employees on or near the dates listed below:
Engineering Interns: Skye Feist, effective May 20, 2019 at $13.00 per hour; and Kody Wilhelmi, effective June 3, 2019 at $13.00 per hour.

Attachments

Resolution_19-110

Job_Description

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	05/09/2019 11:30 AM
Form Started By: Colleen Lasher		Started On: 04/30/2019 04:31 PM
Final Approval Date: 05/09/2019		

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #19-110

RESOLUTION HIRING ENGINEERING INTERNS

WHEREAS, annually the City employs Engineering Interns to perform work in the Engineering Department; and

WHEREAS, staff selected two qualified Engineering Intern candidates; and

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

WHEREAS, Staff recommends hiring the two 2019 Engineering Interns.

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

1) Motion to adopt resolution #19-110 to hire the following employees on or near the dates listed below:

   Engineering Interns: Skye Feist, effective May 20, 2019 at $13.00 per hour; and Kody Wilhelmi, effective June 3, 2019 at $13.00 per hour.

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

and the following voted against the same:

and the following abstained:

and the following were absent:

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 14th day of May, 2019.

Engineering Intern

Class Code: 12004

Bargaining Unit: None

Job Description

CITY OF RAMSEY
Established Date: Jan 25, 2018
Revision Date: Feb 21, 2019

SALARY RANGE

$12.00 - $14.00 Hourly

PRIMARY OBJECTIVE OF POSITION:

The City of Ramsey is seeking Engineering Intern(s) to provide assistance to our Engineering staff for summer construction projects. The position will facilitate and/or coordinate multiple ongoing City functions, projects, and events within the Engineering Division.

This is a temporary internship working 40 hours per week, Monday - Friday / 7:00 a.m. to 3:30 p.m., beginning in late April to early May and running through approximately mid-September, depending on availability and workload. Work hours may vary depending on assigned projects if the candidate is still attending school.

MINIMUM QUALIFICATIONS:

- Must be at least 18 years of age
- Must have a valid unrestricted MN Driver's License with a good driving record
- Must be a current student pursuing a Civil Engineering, Engineering Technology or related field degree; or recent graduate looking to gain experience
- Must have intermediate Microsoft Office knowledge nd skills
- Must have excellent written and verbal communication skills
- Must be able to work independently with minimal supervision

Desired Qualifications include:

- Experience with AutoCAD or GIS software

- Previous experience working at a municipality or county office
- Previous experience in construction observation
- Previous experience with survey work; including field topography and construction staking
- Attention to detail; ability to accurately collect data, maintain records, and report information

RESPONSIBILITIES:

- Construction observation of streets, storm sewer and underground utilities
- Survey work; including field topography and construction staking
- GPS documentation of miscellaneous infrastructure
- Topsoil inspections
- Record keeping and mapping
- Preparation of various written documents and reports; including engineering calculations, resident correspondence, and contractor correspondence related to project administration
- Plan review for both public and private infrastructure improvements
- Miscellaneous engineering duties as assigned
- Assist in a variety of entry-level civil engineering work related to survey, design, construction & maintenance of the City's infrastructure

KNOWLEDGE, SKILLS AND ABILITIES:

- Ability to establish effective working relationships with City staff, elected officials and the general public
- Knowledge of English - spelling, grammar, punctuation and vocabulary
- Ability to use computers including Microsoft Word and Excel
- Ability to communicate effectively both orally and in writing
- Ability to maintain clear, accurate records of activities
- Ability to work with minimal supervision

JOB ACTIVITY REQUIREMENTS:

The following are the physical activities that are associated with this position:

- Standing
- Walking
- Lifting
- Pushing/Pulling

- Carrying
- Kneeling
- Crouching
- Bending at waist
- Reaching
- Handling Objects
- Use of Arm Muscles over Extended Periods
- Use of Leg Muscles over Extended Periods

This job requires employees to be able to lift and carry up to 50 pounds without assistance.

The following are the working conditions of this position:

- Working Outdoors
- Working Indoors
- Operating motor vehicles
- Working with chemicals
- Working near fumes and vapors
- Driving a City vehicle or personal vehicle

CC Regular Session **7. 8.**

Meeting Date: 05/14/2019

Submitted For: Colleen Lasher, Administrative Services

By: Grant Riemer, Engineering/Public Works

Information

Title

Adopt Resolution #19-111 to Approve Promoting a Streets Maintenance Worker to Lead Streets Maintenance Worker

Purpose/Background:

The purpose of this case is to ask the City Council to promote one current Streets Maintenance Worker to Lead Streets Maintenance Worker. Mr. Lonny Lofgren, the current Lead Streets Maintenance Worker, after 20 years of service to the City, is retiring effective May 31, 2019. This promotion will require the City to backfill the Streets Maintenance Worker position in order to maintain an acceptable staffing level; without backfilling the vacant position, the Street Division would be below its current staffing level. Upon completion of the recruitment for a replacement Streets Maintenance Worker, staff will seek authorization to hire the replacement employee.

The primary objectives of this lead position are to assist in providing work direction to streets maintenance staff and seasonal workers, as well as to perform the duties of a Streets Maintenance Worker. This person will also coordinate with the Public Works Superintendent to oversee our snow removal operations.

Specifically, the Lead Streets Maintenance Worker duties will include:

- Work with Human Resources staff to recruit and hire seasonal workers
- Train seasonal workers and serve as a resource person to answer questions and provide assistance
- Perform administrative and supervisory activities related to seasonal help
- Coordinate with the PW Superintendent to set daily, weekly and seasonal work priorities
- Provide work direction for maintenance workers and make field decisions related to City Street department functions
- Provide input and research PW equipment purchases
- Track on-going street projects and annual maintenance activities
- Install/construct/maintain streets, traffic signs, storm water infrastructure and PW equipment
- Perform or assign general maintenance activities
- Perform a wide range of tasks at the verbal or written direction of the Public Works Superintendent

Observations/Alternatives:

The recruitment for the Lead Streets Maintenance Worker was posted internally from 4/29-5/3/19 and the City received one application from Mr. Shane Turner. Mr. Turner was interviewed on May 7th by Human Resources staff and Grant Riemer the PW Superintendent and is recommended for the Lead Streets Maintenance Worker position.

Shane Turner has been with the Ramsey Street Division for almost 5 years. During that time he has volunteered to take on more responsibility when the opportunity presented itself. This last snow season Shane requested to coordinate the City's snow removal operations to prepare for the pending retirement of Mr. Lofgren, our current Lead Streets Maintenance Worker. Shane did a thorough job of coordinating employees, equipment and keeping the PW Superintendent apprised of his decisions and the status of the operation during the snow events.

This fall Shane will complete his final semester of study at North Hennepin Community College to complete the Public Works Certificate Program. This program is sponsored by the Minnesota Chapter of the APWA (American

Public Works Association). This is a two year program that covers the topics of:

- Office and Professional Skills for Public Works
- Public Works Management and Communications
- Public Works Operations and Maintenance
- Public Works Organization and Administration
- Technical Aspects of Public Works

This course is the final step in our Career Ladder Program for Public Works and is considered in the Public Works profession as the first step to be considered for a management track in Public Works.

Funding Source:

The funding to promote Mr. Shane Turner is included in the 2019 budget and represents a savings of $513 when compared to current employee in this position.

Recommendation:

Staff recommends promoting Mr. Shane Turner, a current Streets Maintenance Worker, to Lead Streets Maintenance Worker, at step 4 of the Lead Streets Maintenance Worker wage scale, which is $29.59 per hour, effective June 1, 2019.

Action:

Motion to adopt resolution #19-111 to promote Mr. Shane Turner to Lead Streets Maintenance Worker, effective June 1, 2019 at step 4 of the Lead Streets Maintenance Worker wage scale, which is $29.59 per hour

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Attachments

Resolution_19-111

Job_Desc.

Form Review

Inbox	Reviewed By	Date
Colleen Lasher	Colleen Lasher	05/07/2019 07:44 PM
Kurt Ulrich	Kurt Ulrich	05/09/2019 11:32 AM
Form Started By: Grant Riemer		Started On: 05/03/2019 08:24 AM
Final Approval Date: 05/09/2019		

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION # 19-111

RESOLUTION TO APPROVE PROMOTING A STREETS MAINTENANCE WORKER TO LEAD STREETS MAINTENANCE WORKER

WHEREAS, the current Lead Streets Maintenance Worker is retiring; and

WHEREAS, staff interviewed one current Streets Maintenance Worker; and

WHEREAS, staff recommends promoting Mr. Shane Turner, to Lead Streets Maintenance Worker, at step 4 of the wage scale, which is $29.59 per hour.

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

1) Motion to adopt resolution #19-111 to promote Mr. Shane Turner to Lead Streets Maintenance Worker, effective as of June 1, 2019.

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 14th day of May, 2019.

_____
Mayor

ATTEST:

_____

City Clerk

CITY OF RAMSEY POSITION ANALYSIS

POSITION TITLE: Street Department Lead Worker

DEPARTMENT: Public Works

POSITION TITLE OF IMMEDIATE SUPERVISOR: Public Works Superintendent

SUBJECT TO RANDOM D.O.T DRUG AND ALCOHOL TESTING: Yes

FLSA STATUS: Non-Exempt

PRIMARY OBJECTIVE OF POSITION:

The primary objectives of this position are to assist in providing work direction to streets maintenance and seasonal workers and to perform the duties of a streets maintenance worker.

RESPONSIBILITIES:

A. Work with Human Resources staff to recruit and hire seasonal workers
B. Train seasonal workers and serve as a resource person to answer questions and provide assistance
C. Perform administrative and supervisory activities related to seasonal help
D. Provide work direction for maintenance workers and make field decisions related to city streets/traffic signs/storm water infrastructure in the absence of the Public Works Superintendent
E. Track on-going public works projects and annual maintenance activities
F. Install/construct/maintain streets, grounds, and related facilities or equipment
G. Perform or assign general maintenance activities
H. Supervise snow removal-related activities
I. Construct/maintain streets, parking lots and related property
J. Perform a wide range of tasks at the verbal or written direction of the Public Works Superintendent or the City Administrator

TASKS RELATED TO RESPONSIBILITIES:

A. Work with Human Resources staff to recruit and hire seasonal workers

1. Assist in determining the level of need and timeline to bring in the seasonal work force throughout the year
2. Assist in reviewing applications and conducting interviews

B. Train seasonal workers and serve as a resource person to answer questions and provide assistance
   1. Train seasonal workers in effective work techniques and safe equipment operation
   2. Supervise daily work activities and answer questions or give direction as needed

C. Perform administrative and supervisory activities related to seasonal help
   1. Review timesheets and attendance records for seasonal employees and notify Supervisor and/or Human Resources of changes as they occur
   2. Document performance as needed and deliver information to Supervisor and/or Human Resources in a timely manner (incident reports, performance appraisals, disciplinary actions)

D. Provide work direction to maintenance workers and make field decisions related to streets in the absence of the Public Works Superintendent

E. Track on-going street projects and annual maintenance activities

F. Install/construct/maintain streets, grounds and related facilities or equipment
   1. Assist Public Works Superintendent in weekly maintenance planning
   2. Remain familiar with development plans to effectively coordinate maintenance operations with development initiatives
   3. Propose and track a seasonal work plan to accommodate requests for maintenance

G. Perform or assign general maintenance activities
   1. Perform material handling/inventory control activities
   2. Conduct and maintain inventories
   3. Perform interior and exterior maintenance
   4. Perform general maintenance
   5. Perform carpentry and painting activities

I. Perform and Coordinate Snow Related Activities
   1. Monitor weather forecasts
   2. Initiate call back of employees for snow removal activities
   3. Coordinate snow removal activities
   4. Respond to resident requests/complaints as needed

J. Perform Mechanical Building Maintenance and Repair
   1. Monitor heating/cooling equipment
   2. Maintain/repair hydraulic equipment
   3. Install/maintain/repair plumbing and other systems

K. Construct/Maintain Streets, Parking Lots and Related Property
   1. Maintain streets, parking lots and related property
   2. Install and maintain signs
   3. Install, monitor and maintain traffic counters
   4. Construct gravel or paved surfaces

L. Perform a wide range of tasks at the verbal or written direction of the Public Works Superintendent or the City Administrator

KNOWLEDGE, SKILLS AND ABILITIES:

- Knowledge of effective maintenance practices & safe equipment operation in Public Works
- Ability to organize work of oneself and others; prioritize work activities and exercise reasonable, independent decision making
- Ability to work with residents, supervisors, and other staff in a courteous, tactful, and professional manner thereby projecting a favorable image of the City
- Ability to demonstrate effective communication skills (in English) both orally and in written form
- Ability to transport oneself to, from, and around work environment including outdoors

TRAINING AND EXPERIENCE:

Minimum:
- Must be at least 18 years old and have a high school diploma or equivalent
- Must have a valid Minnesota Class B Commercial Driver's License with tanker and air brake endorsements
- Must be a current full-time City of Ramsey Public Works Maintenance Worker in good standing for at least one year
- Previous experience/informal training in the supervision of maintenance workers.
- Proficiency in equipment operation

Desired:
- Experience preparing written reports, memorandums or other internal/external correspondence
- Previous supervisory experience
- Formal training in supervisory techniques
- Basic understanding of employment laws such as FLSA, FMLA, and union contracts

Revised: Aug 2005
PDI: 68

JOB ACTIVITY REQUIREMENTS
Street Department Lead Worker

	Job activity requirements				
	Physical Activities	**Very Important**	**Important**	**Slightly Important**	**Not Important**
1	Standing	x			
2	Sitting	x			
3	Walking	x			
4	Lifting	x			
5	Pushing / Pulling	x			
6	Carrying	x			
7	Climbing	x			
8	Kneeling	x			
9	Crawling		x		
10	Crouching	x			
11	Bending at waist	x			
12	Reaching	x			
13	Handling Objects	x			
14	Repetitive Hand Motion		x		
15	Use of Arm Muscles over Extended Periods	x			
16	Use of Leg Muscles over Extended Periods	x			
17	Overhead Work	x			
18	Stationary desk or bench work		x		

This job requires employees to be able to lift and carry up to 74 pounds without assistance.

	Job working conditions		
		Yes	**No**
1	Working Outdoors	x	
2	Working Indoors	x	
3	Operating forklifts or dangerous equipment	x	
4	Operating motor vehicles	x	
5	Providing work direction to other employees	x	
6	Working with chemicals	x	
7	Working near fumes and vapors	x	
8	Driving a City vehicle or personal vehicle	x	
9	Driving is an essential function of this job	x	
10	Subject to random DOT drug and alcohol testing	x	

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

CC Regular Session **7. 9.**

Meeting Date: 05/14/2019

By: Kathy Schmitz, Administrative Services

Information

Title:

Closed Session Pursuant to Section 13D.05 and the Attorney-Client Privilege

Purpose/Background:

This item is to review an item of pending litigation. In order to consider this litigation, the City Council must meet with its attorney in a confidential setting to obtain advice regarding pending litigation. It would be detrimental to the interest of the City to hold a public discussion with its attorney regarding its legal positions and strategy. The matter to be discussed relates to a former employee. The specific subjects to be discussed, pursuant to Minn. Stat. § 13D.01, subd. 3, are the City's legal positions, defenses, and strategies with respect to the pending litigation. Pursuant to Minnesota Statutes, section 13D.05, subd. 3(b) and the attorney-client privilege, the Council will be asked to entertain a motion that the meeting be closed for the purposes stated.

Recommendation:

The Attorney for the City will summarize the closed meeting and advise the City Council regarding the appropriate action to be taken.

Action:

The Attorney for the City will summarize the closed meeting and advise the City Council regarding the appropriate action to be taken.

Attachments

No file(s) attached.

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	05/10/2019 03:57 PM
Form Started By: Kathy Schmitz		Started On: 05/10/2019 03:43 PM
Final Approval Date: 05/10/2019		