

City of Ramsey
Agenda
Revised
Regular City Council
Tuesday, May 28, 2019
7:00 pm
Council Chambers, 7550 Sunwood Drive NW

1. **Call to Order**
2. **Presentation**
 1. Proclamation Declaring May as Building Safety Month
3. **Citizen Input**
4. **Consent Agenda**
 1. Receive April 2019 Financial Reports - General Fund and Enterprise Funds
 2. Approve the Following Meeting Minutes:
 1. City Council Work Session dated 5/14/2019
 2. City Council Regular Session dated 5/14/2019
 3. Approve Licenses
 4. Adopt Resolution #19-124 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing During the Period of May 9, 2019 through May 22, 2019
 5. Adopt Resolution #19-108 Authorizing Final Payment to North Valley, Inc. for Improvement Project 18-07, Sunfish Lake Park Parking Lot Improvements.
 6. Adopt Resolution #19-119 Authorizing Partial Payment to Kuechle Underground, Inc. for Improvement Project 18-14, Riverdale Dr. Truck Utility Improvement.
 7. Adopt Resolution #19-120 Approving Final Plat and Development Agreement for Riverstone 3rd Addition as well as granting a One year extension for the Riverstone Preliminary Plat (Project #19-103): Case of Capstone Homes.
 8. ~~Adopt Resolution #19-121 Approving Code Enforcement Action Plan for 17646 St Francis Blvd NW.~~
This item was removed from the Consent Agenda to be considered as Item 7.01
 9. Adopt Resolution #19-127 Approving Premise Permit for Anoka Ramsey Athletic Association for Lawful Gambling at The Kitchen Table

10. Adopt Resolution #19-130 Approving a change of work assignments of an Administrative Assistant from Engineering and Community Development to full-time Engineering
 11. Adopt Resolution #19-129 to Rescind a previous Motion and Approve a Revised Settlement Agreement
 12. ~~Adopt Resolution #19-096 Establishing the Code Enforcement Action Plan for 15415 St Francis Blvd NW (Case of Kens Repair and Sales)~~ - This item was removed from the Consent Agenda to be considered as Item 7.02.
-
5. **Approve Agenda**
 6. **Public Hearing**
 7. **Council Business**
 1. Adopt Resolution #19-121 Approving Code Enforcement Action Plan for 17646 St Francis Blvd NW. This item was moved from the Consent Agenda (item 4.8) to be considered as Item 7.01.
 2. Adopt Resolution #19-096 Establishing the Code Enforcement Action Plan for 15415 St Francis Blvd NW (Case of Kens Repair and Sales) - This item was moved from the Consent Agenda (item 4.12) to be considered as Item 7.02.
 3. Consider Second Amendment to Purchase Agreement for Greenway Terrace 2; Case of AEON Ramsey 2 LLC (portions may be closed to the public)
 4. Adopt Resolution #19-131 Acknowledging Receptivity to Livable Communities Funding for Greenway Terrace 2nd Addition; Case of Aeon
 5. Adopt Resolution #19-125 Authorizing BUILD Grant Application for Highway 10 Ramsey Gateway Improvements
 6. Adopt City Strategic Plan
 8. **Mayor/Council/Staff Input**
 9. **Adjournment**

Meeting Date: 05/28/2019

Information

Title:

Proclamation Declaring May as Building Safety Month

Purpose/Background:

Building Safety Month (BSM), founded by the International Code Council. (ICC), is celebrated by jurisdictions worldwide during the month of May. Mayor LeTourneau will read the proclamation aloud during this presentation portion of the meeting.

Building Safety Month is a public awareness campaign to help individuals, families and businesses understand what it takes to create safe and sustainable structures. The campaign reinforces the need for adoption of modern, model building codes, a strong and efficient system of code enforcement and a well-trained, professional workforce to maintain the system.

The campaign is presented by the ICC and its 63,000 members worldwide along with a diverse partnership of professionals from the building construction, design and safety community. Corporations, government agencies, professional associations, nonprofits and more come together to support Building Safety Month because they understand the need for safe and sustainable structures where we live, work and play.

Locally, this is an opportunity to celebrate the successes of Ramsey's building safety team. Over the past several years, the team has set out a goal, and excelled to a high degree, improvements to support to our community. The team has a passion for good customer service to ensure safety and healthy buildings and communities. The work of the team may not always be popular, but the good nature of the process helps ensure a vibrant future for our community. Some of the key achievements over the past year include, but are not limited to the following.

1. Electronic Permits/ePermits
2. Electronic/Automated Inspection Scheduling
3. Electronic Plan Review (coming this July)
4. Improved Insurance Ratings (savings to our residents)
5. Improved resources and webpage (customer-focused, not staff-focused) These improvements were developed in working directly with our customers. In 2016, the team put together a Customer Satisfaction Survey that produced a number of great ideas and process improvements. The improvements had an immediate result in our customer service satisfaction feedback.

Attachments

Proclamation

Form Review

Inbox	Reviewed By	Date
Tim Gladhill	Tim Gladhill	05/23/2019 02:40 PM
Kurt Ulrich	Kurt Ulrich	05/23/2019 02:59 PM
Form Started By: Kathy Schmitz		Started On: 05/23/2019 02:34 PM
Final Approval Date: 05/23/2019		

**PROCLAMATION DECLARING
MAY AS BUILDING SAFETY MONTH**

WHEREAS, the City of Ramsey proclaims the month of May to be Building Safety Month; and

WHEREAS, the Building Inspection Division staff at the City of Ramsey, together with the International Code Council, bring their expertise to create and to implement the highest-quality codes to protect citizens and property in our community; and

WHEREAS, the International Code Council sponsors Building Safety Month every year in May to remind the public of the importance of the work that the Building Inspection Division staff does, year-round to ensure our businesses and homes remain safe and sound; and

WHEREAS, in observance of Building Safety Month, citizens are asked to consider projects to improve building safety and sustainability and to acknowledge the essential services provided by the City of Ramsey's Building Inspection Division.

NOW THEREFORE, BE IT RESOLVED THAT, the City of Ramsey hereby proclaims May as Building Safety Month.

Adopted this the 28th day of May, 2019.

Mayor

(SEAL)

City Clerk

CC Regular Session

4. 1.

Meeting Date: 05/28/2019

By: Diana Lund, Finance

Information

Title

Receive April 2019 Financial Reports - General Fund and Enterprise Funds

Purpose/Background:

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

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

Action:

No action required. Informational only.

Attachments

April 2019 General Fund Financial Report - Budget to Actual

April 2019 Enterprise Financial Reports - Budget to Actual

Form Review

Inbox

Kurt Ulrich

Form Started By: Diana Lund

Final Approval Date: 05/23/2019

Reviewed By

Kurt Ulrich

Date

05/23/2019 01:01 PM

Started On: 05/16/2019 03:13 PM

**CITY OF RAMSEY
FINANCIAL STATEMENT**



JANUARY 1, 2019 THROUGH PERIOD ENDING: April 30, 2019

GENERAL FUND EXPENDITURES - BY DEPARTMENT -		
Dept	-CURRENT YEAR ADOPTED BUDGET-	CURRENT YTD GENERAL LEDGER
Admin	2,217,852.00	573,598.13
Com Dev	1,144,856.00	361,499.50
Contingency	131,373.00	-
Council	133,275.00	49,657.00
Finance	513,002.00	159,986.40
Fire	1,040,085.00	243,198.41
Legal	123,300.00	38,013.18
Police	3,827,771.00	1,192,709.89
Public Works	3,707,268.00	1,012,584.94
Grand Total	12,838,782.00	3,631,247.45

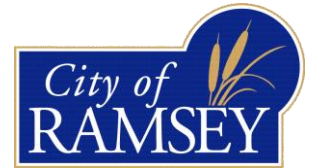
GENERAL FUND EXPENDITURES - BY CATEGORY -		
Category	-CURRENT YEAR ADOPTED BUDGET-	-CURRENT YTD GENERAL LEDGER-
Capital Outlay	824,450.00	197,135.73
Debt Service	106,373.00	-
Other Services & Charges	2,674,679.00	508,311.66
Personal Services	8,271,485.00	2,666,875.38
Supplies	961,795.00	258,924.68
Grand Total	12,838,782.00	3,631,247.45

GENERAL FUND REVENUES - BY CATEGORY -		
Category	-CURRENT YEAR ADOPTED BUDGET-	-CURRENT YTD GENERAL LEDGER-
Taxes	9,927,432.00	806.78
Charges for Services	703,600.00	153,372.93
Business Licenses/Permits	23,400.00	7,308.71
Fines and Forfeits	61,500.00	11,413.36
Federal Intergovernmental	8,000.00	-
State Intergovernmental	367,800.00	73,350.00
Interest	90,000.00	-
Miscellaneous	15,700.00	14,592.59
Non-Business Licenses/Permits	508,900.00	139,851.77
Transfers in	1,132,450.00	-
Grand Total	12,838,782.00	400,696.14

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

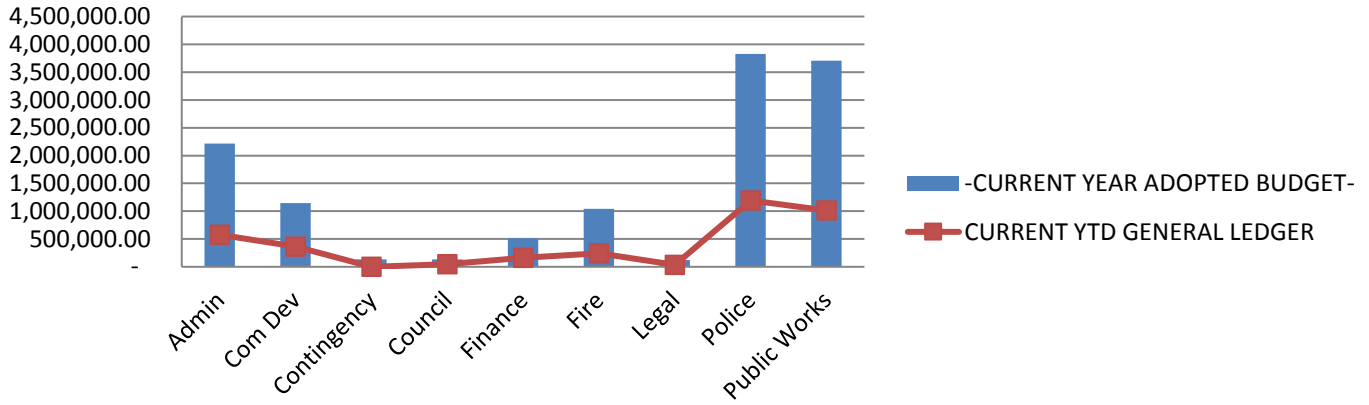
PREPARED BY: FINANCE DEPARTMENT

CITY OF RAMSEY FINANCIAL STATEMENT

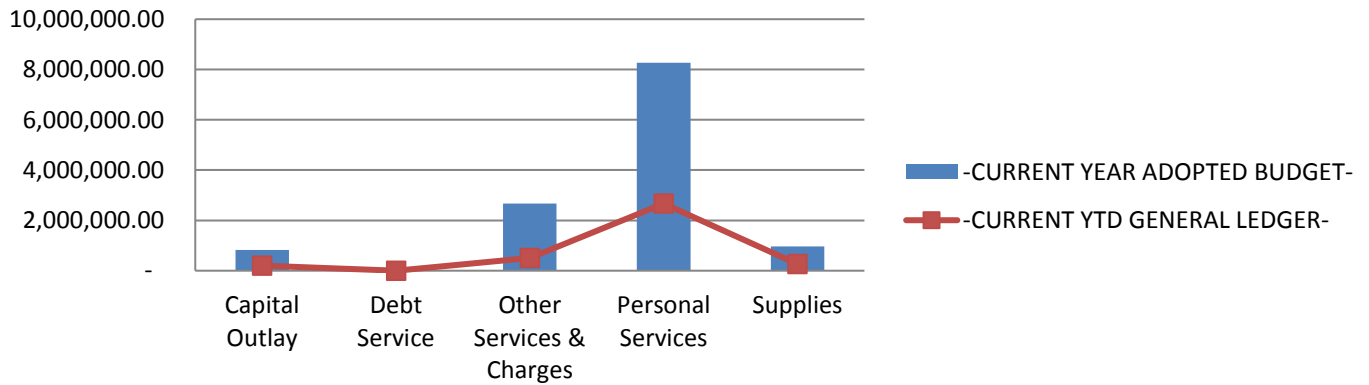


JANUARY 1, 2019 THROUGH PERIOD ENDING: April 30, 2019

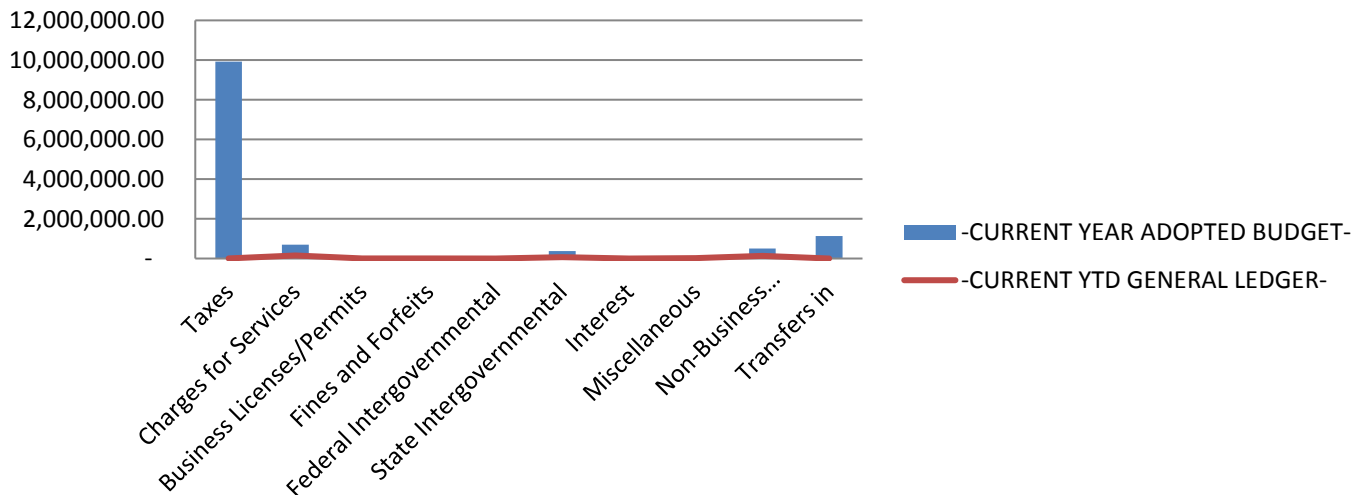
GENERAL FUND EXPENDITURES - BY DEPARTMENT



GENERAL FUND EXPENDITURES - BY CATEGORY



GENERAL FUND REVENUES



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

PREPARED BY: FINANCE DEPARTMENT

**CITY OF RAMSEY
FINANCIAL STATEMENT**

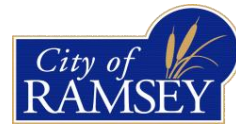


JANUARY 1, 2019 THROUGH PERIOD ENDING: April 30, 2019

REVENUES				
BUSINESS UNIT	9601	WATER UTILITY		
GENERAL LEDGER ACCOUNT	CURRENT YEAR REQUESTED BUDGET	CURRENT YTD GENERAL LEDGER	-% of Budget-	
4140 CREDIT CARD PROCESSING FEES	(14,000.00)	(2,752.04)	19.66%	
4609 OTHER MISCELLANEOUS REVENUES	62,000.00	4,989.99	8.05%	
4651 WATER REVENUE		57.50	0.00%	
4652 WATER SALES - RESIDENTIAL	1,142,606.00	233,959.48	20.48%	
4653 WATER SALES-COMMERCIAL	666,194.00	62,532.79	9.39%	
4654 WATER PENALTIES	36,576.00	4,766.29	13.03%	
4655 WATER METER INSTALLATION	12,000.00	4,340.00	36.17%	
4656 WATER METERS	30,000.00	17,418.28	58.06%	
4657 CONNECTION/RECONNECTION FEES	500.00	-	0.00%	
4701 INTEREST ON INVESTMENTS	130,000.00	-	0.00%	
4606 DEVELOPER FEES (WAC)		37,268.00	0.00%	
4601 MISCELLANEOUS REVENUE		667.79	0.00%	
Grand Total	2,065,876.00	363,248.08		

EXPENSES				
BUSINESS UNIT	9601	WATER UTILITY		
GENERAL LEDGER ACCOUNT	CURRENT YEAR REQUESTED BUDGET	CURRENT YTD GENERAL LEDGER	-% of Budget-	
6102 F.T. REGULAR-WAGES & SALARIES	239,868.00	60,412.68	25.19%	
6103 FULL TIME-REGULAR-OVERTIME	13,500.00	5,090.41	37.71%	
6105 TEMPORARY-WAGES & SALARIES	17,066.00	2,289.92	13.42%	
6121 PERA CONTRIBUTIONS	48,701.00	5,400.86	11.09%	
6122 FICA/MEDICARE CONTRIBUTIONS	20,887.00	5,868.13	28.09%	
6131 GROUP INSURANCE	33,931.00	9,226.59	27.19%	
6133 WORKERS COMP INSURANCE PREMIUM	14,518.00	-	0.00%	
6208 MISCELLANEOUS OFFICE SUPPLIES	600.00	268.64	44.77%	
6223 GASOLINE	3,000.00	1,702.75	56.76%	
6225 DIESEL FUEL	3,500.00	146.82	4.19%	
6229 SHOP MATERIALS	600.00	49.35	8.23%	
6231 UNIFORMS & TURN-OUT GEAR	2,900.00	2,020.00	69.66%	
6249 MISCELLANEOUS OPERATING SUPPLY	18,000.00	5,381.63	29.90%	
6257 OTHER VEHICLE PARTS	7,000.00	650.68	9.30%	
6273 UTILITY SYSTEM MAINT SUPPLIES	75,000.00	16,416.61	21.89%	
6281 SMALL TOOLS & MINOR EQUIPMENT	6,000.00	-	0.00%	
6292 WATER METERS FOR RESALE	60,000.00	8,197.33	13.66%	
6315 MISCELLANEOUS PROFESSIONAL SER	150,000.00	157.13	0.10%	
6322 POSTAGE	2,600.00	96.06	3.69%	
6323 CELLULAR PHONES	2,900.00	680.25	23.46%	
6334 MILEAGE REIMBURSEMENT		74.24	0.00%	
6335 TRAINING	1,500.00	880.00	58.67%	
6352 GENERAL NOTICE & PUBLIC INFOR	300.00	-	0.00%	
6361 GENERAL LIABILITY/PROPERTY INS	30,000.00	5,253.00	17.51%	
6371 ELECTRIC UTILITIES	150,000.00	18,380.88	12.25%	
6373 GAS	3,000.00	1,282.43	42.75%	
6374 REFUSE/RECYCLING	700.00	169.33	24.19%	
6381 BUILDING & STRUCTURE REPAIR	3,000.00	-	0.00%	
6439 OTHER MISCELLANEOUS	58,000.00	-	0.00%	
6451 MEMBERSHIP DUES	1,400.00	994.00	71.00%	
6489 OTHER CONTRACTED SERVICES	76,000.00	3,497.97	4.60%	
6722 DEPRECIATION	760,000.00	-	0.00%	
6820 OPERATING TRANSFERS TO OTHER F	43,000.00	-	0.00%	
Grand Total	1,847,471.00	154,587.69		

**CITY OF RAMSEY
FINANCIAL STATEMENT**

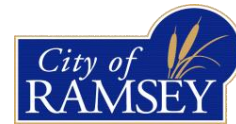


JANUARY 1, 2019 THROUGH PERIOD ENDING: April 30, 2019

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

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

**CITY OF RAMSEY
FINANCIAL STATEMENT**



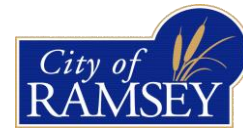
JANUARY 1, 2019 THROUGH PERIOD ENDING: April 30, 2019

REVENUES				
BUSINESS UNIT	9602	SEWER UTILITY		
GENERAL LEDGER ACCOUNT	CURRENT YEAR REQUESTED BUDGET	CURRENT YTD GENERAL LEDGER	-% of Budget-	
4140 CREDIT CARD PROCESSING FEES	(11,500.00)	(2,996.75)	26.06%	
4356 SEWER AVAILABILITY CHARGE-ADM	5,000.00	397.60	7.95%	
4609 OTHER MISCELLANEOUS REVENUES	5,000.00	-	0.00%	
4661 RESIDENTIAL-SEWER CHARGES	1,196,052.00	315,040.15	26.34%	
4662 COMMERCIAL-SEWER CHARGES	370,800.00	91,128.15	24.58%	
4663 SEWER PENALTIES	40,000.00	7,063.03	17.66%	
4701 INTEREST ON INVESTMENTS	85,000.00	-	0.00%	
4702 MISCELLANEOUS INTEREST	15,000.00	-	0.00%	
4601 MISCELLANEOUS REVENUE		667.80	0.00%	
Grand Total	1,705,352.00	411,299.98		

EXPENSES				
BUSINESS UNIT	9602	SEWER UTILITY		
GENERAL LEDGER ACCOUNT	CURRENT YEAR REQUESTED BUDGET	CURRENT YTD GENERAL LEDGER	-% of Budget-	
6102 F.T. REGULAR-WAGES & SALARIES	162,793.00	16,767.13	10.30%	
6103 FULL TIME-REGULAR-OVERTIME	-	83.90	0.00%	
6121 PERA CONTRIBUTIONS	26,908.00	1,319.50	4.90%	
6122 FICA/MEDICARE CONTRIBUTIONS	12,561.00	1,377.49	10.97%	
6131 GROUP INSURANCE	6,867.00	-	0.00%	
6133 WORKERS COMP INSURANCE PREMIUM	8,229.00	-	0.00%	
6223 GASOLINE	3,500.00	779.43	22.27%	
6225 DIESEL FUEL	2,500.00	154.55	6.18%	
6249 MISCELLANEOUS OPERATING SUPPLY	17,000.00	1,352.00	7.95%	
6275 OTHER EQUIPMENT PARTS	5,000.00	-	0.00%	
6315 MISCELLANEOUS PROFESSIONAL SER	70,000.00	108.75	0.16%	
6334 MILEAGE REIMBURSEMENT		37.12	0.00%	
6335 TRAINING	1,500.00	780.00	52.00%	
6361 GENERAL LIABILITY/PROPERTY INS	20,000.00	512.00	2.56%	
6371 ELECTRIC UTILITIES	17,000.00	3,184.39	18.73%	
6373 GAS	2,000.00	780.43	39.02%	
6374 REFUSE/RECYCLING	700.00	169.33	24.19%	
6377 SEWER SERVICE CHARGE	780,705.00	325,293.55	41.67%	
6489 OTHER CONTRACTED SERVICES	26,000.00	2,597.97	9.99%	
6722 DEPRECIATION	525,300.00	-	0.00%	
6820 OPERATING TRANSFERS TO OTHER F	37,000.00	-	0.00%	
Grand Total	1,725,563.00	355,297.54		

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

**CITY OF RAMSEY
FINANCIAL STATEMENT**



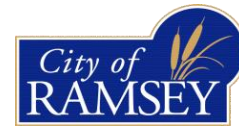
JANUARY 1, 2019 THROUGH PERIOD ENDING: April 30, 2019

REVENUES				
BUSINESS UNIT	9603	STREET LIGHT UTILITY		
GENERAL LEDGER ACCOUNT	CURRENT YEAR REQUESTED BUDGET	CURRENT YTD GENERAL LEDGER	-% of Budget-	
4140 CREDIT CARD PROCESSING FEES	(3,300.00)	(926.87)	28.09%	
4681 CHARGES FOR STREET LIGHTS	148,000.00	39,113.42	26.43%	
4683 STREET LIGHTING PENALTIES	7,000.00	1,110.81	15.87%	
4701 INTEREST ON INVESTMENTS	11,000.00	-	0.00%	
4684 PRIORITY STREET LIGHT	51,380.00	12,979.92	25.26%	
Grand Total	214,080.00	52,277.28		

EXPENSES				
BUSINESS UNIT	9603	STREET LIGHT UTILITY		
GENERAL LEDGER ACCOUNT	CURRENT YEAR REQUESTED BUDGET	CURRENT YTD GENERAL LEDGER	-% of Budget-	
6371 ELECTRIC UTILITIES	125,000.00	29,435.91	23.55%	
6489 OTHER CONTRACTED SERVICES	14,300.00	2,597.96	18.17%	
6722 DEPRECIATION	47,380.00	-	0.00%	
6820 OPERATING TRANSFERS TO OTHER F	21,000.00	-	0.00%	
Grand Total	207,680.00	32,033.87		

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

**CITY OF RAMSEY
FINANCIAL STATEMENT**



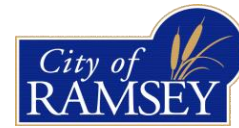
JANUARY 1, 2019 THROUGH PERIOD ENDING: April 30, 2019

REVENUES				
BUSINESS UNIT	9604	RECYCLING UTILITY		
GENERAL LEDGER ACCOUNT	CURRENT YEAR REQUESTED BUDGET	CURRENT YTD GENERAL LEDGER	-% of Budget-	
4140 CREDIT CARD PROCESSING FEES	(3,800.00)	(1,064.64)	28.02%	
4287 OTHER LOCAL GOVERNMENT GRANTS	69,000.00	-	0.00%	
4609 OTHER MISCELLANEOUS REVENUES	-	113.28	0.00%	
4671 RECYCLING CHARGES	310,000.00	78,500.28	25.32%	
4672 RECYCLING PENALTIES	8,000.00	1,620.56	20.26%	
4701 INTEREST ON INVESTMENTS	3,000.00	-	0.00%	
Grand Total	386,200.00	79,169.48		

EXPENSES				
BUSINESS UNIT	9604	RECYCLING UTILITY		
GENERAL LEDGER ACCOUNT	CURRENT YEAR REQUESTED BUDGET	CURRENT YTD GENERAL LEDGER	-% of Budget-	
6102 F.T. REGULAR-WAGES & SALARIES	21,733.00	2,943.51	13.54%	
6104 PART TIME-WAGES & SALARIES	7,280.00	-	0.00%	
6121 PERA CONTRIBUTIONS	2,176.00	220.58	10.14%	
6122 FICA/MEDICARE CONTRIBUTIONS	2,230.00	194.56	8.72%	
6131 GROUP INSURANCE	3,422.00	-	0.00%	
6133 WORKERS COMP INSURANCE PREMIUM	1,230.00	-	0.00%	
6249 MISCELLANEOUS OPERATING SUPPLY	30,000.00	3,213.75	10.71%	
6322 POSTAGE	300.00	-	0.00%	
6489 OTHER CONTRACTED SERVICES	322,000.00	107,287.57	33.32%	
Grand Total	390,371.00	113,859.97		

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

**CITY OF RAMSEY
FINANCIAL STATEMENT**



JANUARY 1, 2019 THROUGH PERIOD ENDING: April 30, 2019

REVENUES				
BUSINESS UNIT	9605	STORM WATER UTILITY		
GENERAL LEDGER ACCOUNT	CURRENT YEAR REQUESTED BUDGET	CURRENT YTD GENERAL LEDGER	-% of Budget-	
4140 CREDIT CARD PROCESSING FEES	(6,000.00)	(1,553.05)	25.88%	
4693 STORM WATER-RESIDENTIAL	552,874.00	142,193.47	25.72%	
4694 STORM WATER-COMMERCIAL	543,309.00	142,601.79	26.25%	
4695 STORM WATER-PENALTIES	19,901.00	4,298.14	21.60%	
4701 INTEREST ON INVESTMENTS	11,000.00	-	0.00%	
Grand Total	1,121,084.00	287,540.35		

EXPENSES				
BUSINESS UNIT	9605	STORM WATER UTILITY		
GENERAL LEDGER ACCOUNT	CURRENT YEAR REQUESTED BUDGET	CURRENT YTD GENERAL LEDGER	-% of Budget-	
6102 F.T. REGULAR-WAGES & SALARIES	128,315.00	11,519.88	8.98%	
6103 FULL TIME-REGULAR-OVERTIME	-	872.43	0.00%	
6121 PERA CONTRIBUTIONS	25,322.00	929.45	3.67%	
6122 FICA/MEDICARE CONTRIBUTIONS	9,846.00	953.46	9.68%	
6131 GROUP INSURANCE	16,585.00	-	0.00%	
6133 WORKERS COMP INSURANCE PREMIUM	5,717.00	-	0.00%	
6225 DIESEL FUEL	5,000.00	1,949.64	38.99%	
6249 MISCELLANEOUS OPERATING SUPPLY	10,000.00	1,897.14	18.97%	
6257 OTHER VEHICLE PARTS	9,500.00	669.56	7.05%	
6315 MISCELLANEOUS PROFESSIONAL SER	60,000.00	-	0.00%	
6334 MILEAGE REIMBURSEMENT	-	18.56	0.00%	
6361 GENERAL LIABILITY/PROPERTY INS	8,400.00	-	0.00%	
6371 ELECTRIC UTILITIES	2,500.00	722.20	28.89%	
6373 GAS	2,500.00	780.41	31.22%	
6374 REFUSE/RECYCLING	700.00	169.31	24.19%	
6451 MEMBERSHIP DUES	21,000.00	-	0.00%	
6489 OTHER CONTRACTED SERVICES	40,000.00	2,597.93	6.49%	
6722 DEPRECIATION	334,750.00	-	0.00%	
6820 OPERATING TRANSFERS TO OTHER F	32,000.00	-	0.00%	
Grand Total	712,135.00	23,079.97		

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

CC Regular Session

4. 2.

Meeting Date: 05/28/2019

By: Katie Schmidt, Administrative Services

Information

Title

Approve the Following Meeting Minutes:

1. City Council Work Session dated 5/14/2019
2. City Council Regular Session dated 5/14/2019

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 5/14/2019
 2. City Council Regular dated 5/14/2019
-

Attachments

5-14-19 CCWS Minutes

5-14-19 CC Minutes

Form Review

Inbox

Colleen Lasher

Jo Thieling

Kurt Ulrich

Form Started By: Katie Schmidt

Final Approval Date: 05/23/2019

Reviewed By

Colleen Lasher

Jo Thieling

Kurt Ulrich

Date

05/23/2019 10:06 AM

05/23/2019 10:23 AM

05/23/2019 01:09 PM

Started On: 05/23/2019 08:36 AM

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

The Ramsey City Council conducted a City Council Work Session on Tuesday, May 14, 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

Also Present: City Administrator Kurtis Ulrich
Finance Director Diana Lund
Parks and Assistant Public Works Superintendent Mark Riverblood
Public Works Superintendent Grant Riemer
Administrative Services Director Colleen Lasher
Community Development Director Timothy Gladhill
City Engineer Bruce Westby
Community and Events Coordinator Megan Thorstad

1. CALL TO ORDER

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

2. TOPICS FOR DISCUSSION

2.01: Engineering Department Staffing Plan Update

City Engineer Westby reviewed the staff report. Mr. Westby reviewed the current staffing levels in the Engineering Department and noted that a part-time, yet long-term employee submitted a notice of retirement, which was not expected.

Councilmember Riley asked if the former employee was available to work as an independent contractor.

Administrative Services Director Lasher noted that there are PERA rules about employees that have separated from employment and are drawing their pension.

City Administrator Ulrich noted that as long as the employee is out of public service for 30 days it is fine to provide service to the City as an Independent Contractor contingent upon having no prior agreement with the employee.

City Engineer Westby stated that the former employee was already working elsewhere and was not available.

Councilmember Heinrich asked how long the current Engineering Technician II has been working for the City and how does the rate of pay compare to the private sector.

City Engineer Westby stated the current Engineering Technician II has been with the City for about 15 years. He stated the pay is approximately 20 percent less than what the private sector pays, but that benefits and other factors are not the same. He noted that it has been several years since the current Engineering Technician II has had a raise in pay.

Administrative Services Director Lasher noted that while the current Engineering Technician II has received the applicable cost of living adjustments, he has been at the top of his pay scale for about 10 years.

Councilmember Musgrove asked if he would be getting an adjustment if he changes levels.

City Engineer Westby stated that his duties will be changing and that staff will be proposing a reclassification to the next step, which would include a higher wage.

Councilmember Musgrove asked if the new wage would be automatic.

City Engineer Westby stated that reclassifications must come forward to the City Council for approval and that is not on the table at this time, but will occur in the future.

Mayor LeTourneau asked about finding a new Engineering Technician II, and what the net effect would be on the budget.

City Engineer Westby responded that the exact figures are not available at this time but that he would assume there will be a negative budget impact based on the former employee's higher wage and a new employee's lower wage.

Administrative Services Director Lasher stated the Engineering Department has been down on staffing since the Senior Engineering Technician has been on phased retirement. Under this proposal, the staffing would go back to the levels in early 2017.

Administrative Services Director Lasher stated that Staff is looking for a consensus from the City Council to begin a recruitment for an Engineering Technician II at this time. She noted that it would be the plan to reclassify the current Engineering Technician II after the employee was fully transitioned into the new role. She noted that a reclassification would be necessary because without a reclassification, the employee would be working out of his job classification.

Mayor LeTourneau asked the Council if there is a general consensus to move forward and he replied that we have a consensus.

2.02: Discuss Update on Interim Public Works Facility Options

Public Works Superintendent Riemer reviewed the staff report.

City Administrator Ulrich noted that this is an interim solution and advised that financing options were also included in the case for the new public works facility. He stated that the estimated debt was listed at the lowest amount and advised that four financing options were listed.

Finance Director Lund provided details on the four financing options proposed within the case.

Councilmember Riley referenced the two percent rate and asked if that is the approximate rate the City is currently earning.

Finance Director Lund noted that currently the rate is slightly under two percent but has been increasing slightly each year.

Councilmember Riley stated that future improvements may come sooner than anticipated and asked the current balances of the sewer and water funds.

Finance Director Lund replied that the water fund currently has a balance of \$23,800,000 while the sewer fund has a balance of \$13,500,000.

City Administrator Ulrich stated that this presents the best option for financing a \$15,000,000 building. He asked if this is reasonable for the City to take the next step on the building, which would be to solicit proposals on plans and specifications. He noted that would also provide more information on the anticipated cost, noting that value engineering could also be done.

Councilmember Kuzma stated that he does not support the interim option and would instead prefer to move forward on the steps needed to proceed with the new public works facility.

Mayor LeTourneau asked if the perspective of public works would change about the interim option, if the direction were given to move forward on the new public works facility.

Public Works Superintendent Riemer replied that if the direction is given to move forward on the new public works facility, he can make do without the interim option.

City Administrator Ulrich noted that the planning process and construction for a new public works facility would be about 18 to 24 months.

Public Works Superintendent Riemer confirmed that he can forgo the interim option for that amount of time if the new public works facility process is moving forward.

City Administrator Ulrich stated that even if the building is purchased from Anoka County for the interim option, it could be resold in the future.

Councilmember Musgrove stated that she was eager to hear a response from Anoka County on the price of the building, but it appears the County is not flexible on the price and would only sell at market value. She stated that she would also agree with the direction to move towards the new public works facility, rather than proceed with the interim option.

Councilmember Heinrich agreed that the new public works facility is needed. She stated that she would be more in favor of not pursuing the interim option and instead moving forward with the public works facility. She stated that she would not support interest only financing and would prefer to use funds from the utility funds.

Mayor LeTourneau confirmed the consensus of the Council to direct staff to move forward to solicit plans and specifications for the new public works facility and not to pursue the interim option.

City Administrator Ulrich stated that it could be helpful to have a subcommittee made up of Council members for this process.

Mayor LeTourneau confirmed that could be further discussed in the future.

2.03: Discussion Regarding the Possibility of Outsourcing the Ramsey Resident Newsletter

Communication and Events Coordinator Thorstad reviewed the staff report.

Councilmember Musgrove asked where the regulation exists requiring six newsletters per year and whether there would be consideration to change that to require less as the trend is more towards providing digital information.

City Administrator Ulrich stated that this has been discussed previously, noting that would require an amendment to the City Charter. He stated that the issue could be brought forward to the Charter Commission for discussion to reduce the number of issues to five or even quarterly.

Councilmember Musgrove stated that she would support outsourcing the newsletter as the company has better equipment and noted that she also likes the live links.

Councilmember Kuzma stated that not everyone is digital adept and therefore the printed newsletter is important. He stated that he would want to ensure the printed piece remain. He stated that he is not thrilled with a three-year commitment, although acknowledged the ability to cancel with a 90-day notice. He asked who would be responsible for advertising.

Communications and Events Coordinator Thorstad explained that currently the City shares the revenue with the sales person. She stated that Prime would take on the advertising responsibility and would then receive the funds in return.

Councilmember Kuzma stated that his question is more content related.

City Administrator Ulrich stated that advertising content could be set through policy in the contract.

Councilmember Kuzma asked if the advertising funds generated would reduce the City's contract amount or would be kept by Prime in addition to the contract amount.

Communications and Events Coordinator Thorstad confirmed that the City would not receive any of the advertising revenue, and the contract amount would remain at the set amount. She stated that the City would still come out ahead due to the amount of time and funds the City puts into creating the newsletter inhouse.

Councilmember Riley stated that it is clear that the version generated by the City exceeds the quality of the example.

Communications and Events Coordinator Thorstad stated that the City previously contracted with a consultant to redesign the layout. She stated that with Prime, the City would be able to change the design and layout as often as we want.

Councilmember Riley stated that the example from the other city looks more like a sales flyer rather than a newsletter. He stated that there was also mention of a buying guide. He stated that he would prefer the City to retain 100 percent control and keep it inhouse.

Mayor LeTourneau asked if there could be an expectation that Prime use the exact design the City currently uses, along with the same amount of advertising.

Communications and Events Coordinator Thorstad confirmed that could be done. She stated that if the issue is with the design or quality of paper, those elements can be tweaked. She stated that in regard to advertising, there would be no more than 38 percent advertising. She confirmed that the current *Ramsey Resident* has a lower level of advertising. She stated that quarterly editions would have 24 pages, noting that is more pages than the current editions, so content would not be lost to advertising.

Councilmember Heinrich stated that she was disappointed to learn that Prime is not located in Ramsey and would prefer to support a local business. She stated that she likes the idea of cost savings and time saving. She stated that perhaps the thought of reducing the number of issues could be revisited. She noted that when she visited residents, many were not aware of the publication and simply threw it in the garbage. She agreed that the newsletter is important for those residents that choose to use it, along with having information available online. She stated that perhaps different options for cost savings could be investigated that would still keep the operation inhouse. She stated that she does not see the point in a winter recycling issue and would support only doing that issue in the spring.

Mayor LeTourneau stated that it seems that would become a much larger project and he is unsure that a better result would be gained. He stated that the elements of the newsletter have been developed from the input the City has received from residents in the past. He stated that the

discussion is focused on whether this would be the right time to outsource this task and free up additional staff time.

Councilmember Heinrich stated that outsourcing something that is done internally brings up a lot of questions for her.

Mayor LeTourneau stated that the City has received input from the community that this method of communication is in its best format.

Councilmember Kuzma stated that there is not a printer in Ramsey that can do the job correctly. He stated that if this was done inhouse, he could assist in securing bids that would provide additional outsourcing options for inhouse efficiencies. He stated that he would be willing to sit down with staff to work on this.

Communications and Events Coordinator Thorstad stated that the largest benefit would be that this would save time across all departments. She explained how the process currently works and the work that would be required of staff. She stated that currently the City works with multiple vendors to deliver this product, while this contract would put all those elements together under one vendor.

Councilmember Heinrich stated that this is one option and believed that additional options could be explored as Councilmember Kuzma suggested.

City Administrator Ulrich confirmed that staff would meet with Councilmember Kuzma to explore an alternate option.

Councilmember Musgrove stated that she strongly supports outsourcing the newsletter to a company that does this activity on a regular basis. She noted that this option would save both time and money.

Councilmember Riley stated that he was surprised that the communications staff person is not in charge of this.

Mayor LeTourneau confirmed the consensus of the Council to evaluate another option.

2.04: Update Regarding Local Road Funding

City Administrator Ulrich reviewed the staff report.

Finance Director Lund noted that there would be different charges for residential and commercial properties.

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.

TABLE OF CONTENTS

1. CALL TO ORDER 2

2. PRESENTATION..... 2

 2.01: Summary of the 2018-2019 Snow Removal Season..... 2

 2.02: Proclamation Recognizing May 19th – 25th as National Public Works Week 3

3. CITIZEN INPUT 3

4. CONSENT AGENDA 3

5. APPROVE AGENDA 4

6. PUBLIC HEARING 4

7. COUNCIL BUSINESS..... 4

 7.01: Adopt Resolution #19-114 Accepting Bids and Awarding Contract for Improvement Project #19-03, Wood Pond Hills & Chestnut Ridge Street Reconstructions 4

 7.02: Adopt Resolution #19-113 Accepting Bids and Awarding Contract for Improvement Project #19-01, Ford Brook Estates Street Reconstructions..... 5

 7.03: Adopt Resolution #19-115 Approving Plans and Specifications and Authorizing Advertisements for Bids for The COR Infiltration Basin Improvements, Improvement Project #18-09 7

 7.04: 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) ... 7

 7.05: Adopt Resolution #19-117 Hiring a Patrol Officer..... 8

 7.06: Adopt Resolution #19-106 Hiring Seasonal Public Works Maintenance Workers 9

 7.07: Adopt Resolution #19-110 Hiring Engineering Interns..... 9

 7.08: Adopt Resolution #19-111 to Approve Promoting a Streets Maintenance Worker to Lead Streets Maintenance Worker..... 10

 7.09: Closed Session Pursuant to Section 13D.05 and the Attorney-Client Privilege..... 10

8. MAYOR, COUNCIL AND STAFF INPUT 11

9. ADJOURNMENT 11

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

The Ramsey City Council conducted a regular meeting on Tuesday, May 14, 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

Members Absent: None

Also Present: City Administrator Kurtis Ulrich
Police Chief Jeff Katers
Parks and Assistant Public Works Superintendent Mark Riverblood
Public Works Superintendent Grant Riemer
Civil Engineer IV Leonard Linton
Administrative Services Director Colleen Lasher
Community Development Director Timothy Gladhill
City Engineer Bruce Westby
City Attorney Shafer

1. CALL TO ORDER

Mayor LeTourneau called the regular meeting of the Ramsey City Council to order at 7:00 p.m., followed by the Pledge of Allegiance led by Mayor LeTourneau.

2. PRESENTATION

2.01: Summary of the 2018-2019 Snow Removal Season

Public Works Superintendent Riemer provided a summary of the 2018-2019 maintenance events, noting that a new record was set with 17 full-scale plowing events and 22 minor events. He noted that nine of the full-scale events occurred in February. He reported a total of 72 inches of snow for the season and the largest snowfall event was nine inches. He reviewed the available staffing for snow events. He provided the rough estimates for the cost of snowplowing. He highlighted areas of concern from residents that included clearing skating rinks, snow removal on trails/sidewalks, clearing fire hydrants, and start times.

Councilmember Riley stated that he sometimes hears the comment that the City should buy more trucks and hire more staff.

Public Works Superintendent Riemer replied that the cost for a plow truck is about \$200,000 and an additional employee would have a cost of about \$100,000 per year with salary and benefits. He stated that staff attempts to keep plowing within eight hours. He noted that when additional roadway is added in the city, it adds to the plowing time.

Mayor LeTourneau stated that he had conversations with a few residents this winter about snow plowing. He stated that there were several large snow events this year, which were not typical, and caused delays. He appreciated the efforts of the public works department to keep the city open and safe.

2.02: Proclamation Recognizing May 19th – 25th as *National Public Works Week*

Mayor LeTourneau stated that 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. He read the proclamation aloud recognizing May 19-25, 2019 as *National Public Works Week*.

3. CITIZEN INPUT

Ronald Patton Jr., 16321 Jaspar St, stated that he has had a few incidents that could have been eliminated with body cameras on police officers. He stated that body cameras take so much of the guessing out of the equation. He stated that mental health issues are on the rise and noted that he has a pamphlet of information to provide to the Council detailing incidents. He stated that Ramsey has had an Officer involved shooting, that was investigated by the BCA. He stated that Police Chief Katers cannot do and see everything going on in the city. He stated that the body cameras take the guessing out of the prosecution.

Mayor LeTourneau stated that he has known Mr. Patton for many years and the information he has provided helps the Council in making decisions. He stated that the Council will review the issue of body cameras. He noted that two years ago, the case was reviewed, and the decision was made not to use body cameras but believed that this could be a good time to revisit the topic.

4. CONSENT AGENDA

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

- 4.01: Receive Cash and Investments for Period Ending April 30, 2019
- 4.02: Consider Multiple Actions for a Proposed Expansion at 6601 McKinley St NW (Project No. 19-106): Case of ACE Solid Waste, Inc.
 - 1) Adopt Resolution #19-082 Approving Amended Conditional Use Permit
 - 2) Adopt Resolution #19-083 Approving Site Plan and Development Agreement
- 4.03: Approve the following Meeting Minutes:
 - 1) City Council Work Session dated April 23, 2019
 - 2) City Council Regular dated April 23, 2019

- 4.04: Approve Licenses
- 4.05: Approve JPA with the City of Blaine for Police Officer Staffing at PGA Tournament
- 4.06: 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
- 4.07: Adopt Resolution #19-068 and #19-109 Approving Development Agreement for Green Valley Greenhouse and Accepting Related Conservation and Trail Easement
- 4.08: Adopt Resolution #19-118 Approving Enforcement Process for 5751 177th Avenue NW; Case of Tracer Landscape and Concrete
- 4.09: Report from the Public Works Committee Meeting dated April 16, 2019:
 - 1) Provide City Council Recommendation to Approve Plans and Specifications and Authorize Advertisements for Bids for COR Infiltration Basin Improvements, Improvement Project #18-09 – *Ratify the recommendation of the Public Works Committee to approve the 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.*
 - 2) Wellhead Protection Plan Part 2 Amendment Process Update – *Ratify the consensus of the Public Works Committee to proceed with entering into the agreement with Barr Engineering.*

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

5. APPROVE AGENDA

Motion by Councilmember Musgrove, seconded by Councilmember Heinrich, to approve the agenda as presented.

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

6. PUBLIC HEARING

None.

7. COUNCIL BUSINESS

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

City Engineer Westby reviewed the staff report and recommendation 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. This will allow the project to be constructed in 2019 and will allow for the use of special assessments to pay up to 25 percent of eligible project costs per

the applicable provisions of Chapter 8 of the City Charter, the City's Special Assessment Policy, and Minnesota Statute Chapter 429.

Councilmember Riley referenced the unexpended funds and asked if those are a result of this being the end of a five-year cycle.

City Engineer Westby explained that the project costs have been coming in under the budgeted amounts, which has helped to accumulate the unexpended funds. He stated that there were unspent funds in 2013, which were dedicated to future road projects.

Councilmember Riley referenced the electronic bidding process. He noted that he did not see some of the same names that the City typically sees and asked if the new process was a factor.

City Engineer Westby stated that the City typically issues projects for bids in March and this year that process was delayed. He noted that the typical bidders could have already been booked with projects at this time. He noted that the contractors that bid on this project have bid on other projects for Ramsey in the past.

Councilmember Heinrich stated that she would support omitting the \$6,500 for the consultation report and instead applying that to the proposed assessment rate. She believed that to be a good use of the funds.

Mayor LeTourneau noted that there is an aspect of the bid that would include doing that study, and therefore if that study is not done there would not be an expenditure for that item. He stated that if that \$6,500 was not applied towards the assessments and was not used for the study, the project budget would actually decrease by that amount. He stated that it could then potentially set a precedent and asked if this has been done in other neighborhoods.

City Engineer Westby replied that this would be the first time in his time with Ramsey.

Motion by Councilmember Musgrove, seconded by Councilmember Heinrich, to Adopt Resolution #19-114 Accepting Bids and Awarding the Contract for Improvement Project #19-03, Wood Pond Hills and Chestnut Ridge Street Reconstructions.

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

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

City Engineer Westby reviewed the staff report and recommendation 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. This will allow the project to be constructed in 2019 and will allow for the use of special assessments to pay up to 25 percent of eligible project costs

per the applicable provisions of Chapter 8 of the City Charter, the City's Special Assessment Policy, and Minnesota Statute Chapter 429.

Councilmember Kuzma asked what would happen if the residents object to the assessment once the project is complete, if the study is not done, specifically whether that appraisal report would then be an additional expense.

City Engineer Westby stated that if an objection is filed there is a process to be followed. He stated that in this case there would not be an appraisal report. He stated that the assessment that was adopted in November is reasonable and comparable to previous projects and therefore he did not foresee any issues if the assessments remain at \$4,500 or below. He stated that if needed, a single property appraisal could be done but did not anticipate needing that unless a large assessment is proposed.

Councilmember Musgrove asked the benefit to action two, noting that the School District could then say that they would not drop off children.

City Engineer Westby confirmed that the cul-de-sac would not need to be reconstructed but the School District would then be forced to find an alternate route.

Councilmember Musgrove stated that she would support action one as that would support future home sales and safety for children in the neighborhood.

Councilmember Heinrich stated that this case would also forgo completion of the special benefit appraisal study and that cost savings would be credited towards the proposed assessment amount for homeowners.

City Engineer Westby stated that the assessments proposed in November would have been \$3,919 but the bids were higher than anticipated. He noted that the proposed assessment amount then increased to \$6,600. He stated that because a similar project had an assessment of \$4,500, he would recommend keeping the assessment at \$4,500 rather than increasing from \$3,919 to \$6,600.

Mayor LeTourneau asked if in the past the City has made adjustments to an assessment that ended up coming in higher than anticipated.

City Engineer Westby stated that has not happened in the past. He stated that the bids came in higher than anticipated and therefore staff would lean towards assessing a lesser amount than the \$6,600, as the originally proposed assessment amount was \$3,919.

Mayor LeTourneau stated that he would not want to make a decision on the assessment amount at this time, noting that the issue could set precedent in the future. He noted that a discussion could be had in the future but would not want to make a commitment at this time.

Lisa Monsrude, 5725 180th Ln NW, stated that her children catch the bus and hoped that the City would widen the cul-de-sac in conjunction with this project.

Councilmember Heinrich thanked the resident for attending and voicing her opinion.

Motion by Councilmember Heinrich, seconded by Councilmember Musgrove, to Adopt Resolution #19-113 Accepting Bids and Awarding Contract for Improvement Project #19-01, Ford Brook Estates Street Reconstruction.

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

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

Civil Engineer IV Linton reviewed the staff report and recommendation to adopt Resolution #19-115 approving plans and specifications and authorizing advertisements for bids for The COR Infiltration Basin Improvements, Improvement Project #18-09.

Councilmember Kuzma stated that this has been a long time coming.

Motion by Councilmember Kuzma, seconded by Councilmember Riley, to Adopt Resolution #19-115 Approving Plans and Specifications and Authorizing Advertisements for Bids for Improvement Project #18-09, COR Infiltration Basin Improvements.

Further discussion: Councilmember Musgrove asked if this location has been planned in anticipation of the Highway 10 project. Civil Engineer IV Linton stated that this would be west of the railroad tracks at Ramsey Boulevard and confirmed that this would not be a conflict.

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

7.04: 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)

Community Development Director Gladhill reviewed the staff report and stated that staff is comfortable accepting the business subsidy request application and believes this request needs to be underwritten and checked against the 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. He noted that the EDA reviewed the case on April 11, 2019 and was supportive of accepting the application and calling for a public hearing. He recommended 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 ModTech therein and adoption of the Tax Increment Financing Plan.

Mayor LeTourneau provided an opportunity for someone from the business to provide information.

Toby Fuerst, CFO Delta ModTech, provided background information on the company noting that the company has been in business for over 40 years and designs equipment that manufactures many things used on a daily basis. He stated that there has been steady growth throughout the past 40 years and is now at 125 employees and has maximized what can be done at their existing location. He stated that Ramsey was an attractive location and the City was responsive to their questions. He stated that they are excited about the opportunity and have long-term plans to keep the business running and growing.

Councilmember Musgrove asked if this would bring the Coon Rapids employees to Ramsey or whether this would be a second location.

Mr. Fuerst replied that they would bring all the employees to Ramsey in one building that would create more efficiency and a continued opportunity for growth.

Councilmember Kuzma stated that the EDA reviewed this project and are in support. He stated that this business would be relocating to Ramsey, building a large facility and would bring additional jobs to the community.

Motion by Councilmember Kuzma, seconded by Councilmember Riley, to Adopt 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 ModTech Therein and the Adoption of the Tax Increment Financing Plan Therefore.

Further discussion: Councilmember Heinrich referenced the nine years the TIF District would function and asked if that is because the business only anticipates needing that financing for nine years. Community Development Director Gladhill explained that this would be an economic development TIF district and therefore the maximum amount of time allowed by statute would be nine years. Councilmember Musgrove stated that she does not see the district area for number 17 and asked for additional details. Community Development Director Gladhill noted that the plat is shown on the screen and stated that the TIF district would follow the parcel boundary for Lot 1, Block 1. City Administrator Ulrich commented that the nine years is the maximum length of time, but the district could expire prior to that time.

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

7.05: Adopt Resolution #19-117 Hiring a Patrol Officer

Administrative Services Director Lasher reviewed the staff report and recommendation to hire 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.

Motion by Councilmember Musgrove, seconded by Councilmember Heinrich, to Adopt Resolution #19-117 to Hire a Patrol Officer.

Further discussion: Councilmember Riley stated that this position was accounted for in the 2019 budget. He stated that staffing was an issue in the budget. He stated that he would support this but would not support future asks if the reasoning is that the item was included in the 2019 budget that he did not support.

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

7.06: Adopt Resolution #19-106 Hiring Seasonal Public Works Maintenance Workers

Administrative Services Director Lasher reviewed the staff report and recommendation to hire the following Seasonal Public Works Maintenance Workers on or near the dates listed: Tanner McIntire-Linder, effective May 13, 2019; Mitchell Barr, effective May 14, 2019; Bradley Beaver, effective May 15, 2019; Gunner Ledin, effective May 15, 2019; Carter Perry, effective May 20, 2019; and Nathaniel Gfroerer, effective June 10, 2019.

Councilmember Heinrich asked for clarification on the total number of seasonal employees.

Administrative Services Director Lasher stated that there are six seasonal employees listed here and anticipated an additional four to six seasonal employees, depending upon the recruitment process and budget, in addition to the two, seven-month seasonal employees.

Councilmember Riley stated that it is a good deal for the City to get additional staff during the summer when additional staff is needed, without the cost of benefits.

Motion by Councilmember Riley, seconded by Councilmember Heinrich, to Adopt Resolution #19-106 Hiring Seasonal Public Works Maintenance Workers.

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

7.07: Adopt Resolution #19-110 Hiring Engineering Interns

Administrative Services Director Lasher reviewed the staff report and recommendation to hire Skye Feist, effective on or near May 20, 2019 and Kody Wilhelmi, effective on or near June 3, 2019.

Councilmember Musgrove asked if the interns have an interest in engineering.

Administrative Services Director Lasher confirmed that the engineering interns would preferably be current students, potentially in their senior year, or recent graduates looking for experience. Having studied in the areas of civil engineering, engineering and technology or related degrees would be required.

Councilmember Heinrich noted that in the worksession, the Council heard about the staffing need, specifically for engineering, based on an early retirement. She stated that the interns will be able to help with the workload the department is experiencing.

Motion by Councilmember Heinrich, seconded by Councilmember Kuzma, to Adopt Resolution #19-110 Hiring Engineering Interns.

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

7.08: Adopt Resolution #19-111 to Approve Promoting a Streets Maintenance Worker to Lead Streets Maintenance Worker

Administrative Services Director Lasher reviewed the staff report and recommendation to promote Shane Turner, a current Streets Maintenance Worker, to Lead Streets Maintenance Workers, at step 4 of the Lead Streets Maintenance Worker wage scale, effective June 1, 2019.

Motion by Councilmember Kuzma, seconded by Councilmember Riley, to Adopt Resolution #19-111 to Approve Promoting a Streets Maintenance Worker to Lead Streets Maintenance Worker.

Further discussion: Mayor LeTourneau stated that it was great that this position could be filled internally, providing an opportunity for advancement to existing staff.

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

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

City Administrator Ulrich stated that this item is to review pending or threatened litigation and in order to consider this information the Council must meet with its attorney to discuss the potential litigation. He stated that the matter is related to a former employee and the Council will be discussing the City's legal position and strategy.

Motion by Councilmember Riley, seconded by Councilmember Musgrove, to recess the meeting to Closed Session at 8:45 p.m.

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

The meeting reconvened to Open Session at 9:15 p.m.

City Attorney Shafer stated that the Council discussed the possibility of adopting a settlement agreement and asked the Council to consider a motion that would be contingent upon the

settlement agreement being accepted by AFSCME and that would then approve the settlement agreement and rescind the motion made at the previous special meeting.

Motion by Councilmember Riley, seconded by Councilmember Musgrove, to approve the settlement agreement and rescind the motion made at the previous special meeting, contingent upon the settlement agreement being accepted by AFSCME.

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

8. MAYOR, COUNCIL AND STAFF INPUT

City Administrator Ulrich announced upcoming meetings and events.

Community Development Director Gladhill stated that the previous Building Official submitted his retirement a few months ago and one of the tasks that needed to be filled was septic review and inspections. He stated that the Council approved the use of Anoka County for that service. He stated that because of increased requests, it became clear that Anoka County could not handle the load. He stated that the City was able to work with the existing contractor, who shuffled some staff to handle the necessary workload, and the item was budget neutral. He noted that there was a gap in service, but staff is committed to catching up and has been in contact with the applicants as well. He stated that the current Building Official is working on obtaining the necessary certification to complete septic inspections. He noted that this is a trend across the metro municipalities in finding it difficult to find a good candidate that also hold the necessary certification for septic inspections and the issue is not unique to Ramsey.

9. ADJOURNMENT

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

Motion carried.

The regular meeting of the City Council adjourned at 9:18 p.m.

Respectfully submitted,

Kurtis G. Ulrich
City Administrator

ATTEST:

Katie M. Schmidt
Administrative Assistant

Drafted by Amanda Staple
TimeSaver Off Site Secretarial, Inc.

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

The Ramsey City Council conducted a Closed Session on Tuesday, May 14, 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

Members Absent: None

Also Present: City Administrator Kurt Ulrich
Administrative Services Director Colleen Lasher

1. CALL TO ORDER

Mayor LeTourneau called the Closed Session of the City Council to order at 8:45 p.m.

2. COUNCIL BUSINESS

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

City Administrator Ulrich stated that the purpose of the closed session is to review pending or threatened litigation. In order to consider this information the Council must meet with its attorney to discuss the potential litigation. He stated that the matter is related to a former employee and the Council will be discussing the City's legal position and strategy.

3. ADJOURNMENT

Motion by Councilmember Musgrove, seconded by Councilmember Heinrich, to adjourn the Closed Session.

Motion carried.

The Closed Session was adjourned at 9:15 p.m.

Respectfully submitted,

Kurtis G. Ulrich

City Administrator

ATTEST:

Katie M. Schmidt
Administrative Assistant

Draft by Amanda Staple
TimeSaver Off Site Secretarial, Inc.

CC Regular Session

4.3.

Meeting Date: 05/28/2019

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

Licenses to be Approved

Form Review

Inbox	Reviewed By	Date
Sean Sullivan	Wendy Schlueter	05/23/2019 09:34 AM
Sean Sullivan	Sean Sullivan	05/23/2019 09:53 AM
Tim Gladhill	Tim Gladhill	05/23/2019 12:20 PM
Kurt Ulrich	Kurt Ulrich	05/23/2019 01:04 PM
Form Started By: Wendy Schlueter		Started On: 05/22/2019 01:47 PM
Final Approval Date: 05/23/2019		

Report Name: License Report - License Types

Council Dates: 5/28/2019 to 5/28/2019

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

Printed: 5/23/2019

Page: 1

<u>Company</u>	<u>Location</u>	<u>Complex</u>	<u>Exp. Date</u>	<u>Council Date</u>	<u>Statu</u>
Rental					
Maria Gobernatz	5880 177th Ave NW		5/28/2022	5/28/2019	A
Rental License Count: 1					
Transient Merchant/Peddler/Solic					
Edward Jones - Jacob Fuller			12/31/2019	5/28/2019	A

Transient Merchant/Peddler/Solicitor License Count: 1

Total Licenses: 2

CC Regular Session

4. 4.

Meeting Date: 05/28/2019

By: Jackie Lipski, Finance

Information

Title

Adopt Resolution #19-124 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing During the Period of May 9, 2019 through May 22, 2019

Action:

Motion to Adopt Resolution #19-124 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing During the Period of May 9, 2019 through May 22, 2019.

Attachments

Bils List 5/28/2019

Resolution 5/28/2019

Form Review

Inbox

Diana Lund

Kurt Ulrich

Form Started By: Jackie Lipski

Final Approval Date: 05/23/2019

Reviewed By

Diana Lund

Kurt Ulrich

Date

05/23/2019 08:57 AM

05/23/2019 01:08 PM

Started On: 05/22/2019 02:29 PM

RAMSEY CITY COUNCIL MEETING
5/28/2019
BILLS LIST

DISBURSEMENTS TO BE APPROVED THIS MEETING:

DISBURSEMENT TYPE:	<u>SUBMITTED FOR APPROVAL</u>
Purchase Journal:	
Prepays 5/9/19-5/22/19	329,683.98
Accounts Payable 5/9/19-5/22/19	382,504.89
Payroll 5/17/2019	182,239.25
Pay Estimate- Projects	247,970.36

TOTAL SUBMITTED FOR APPROVAL THIS MEETING

\$ 1,142,398.48

<u>DISBURSEMENTS PREVIOUSLY APPROVED AND PAID:</u>	<u>APPROVED PREV. MTG</u>	<u>2019 Y.T.D.</u>
NET PAYROLL TOTAL	\$ 341,046.15	\$ 1,523,348.92
- CORRECTION TO PAYROLL		
PREPAIDS	546,679.67	2,465,663.05
- PREPAID ADJUSTMENTS		
WIRE TRANSFERS FOR DEBT SERVICE		549,343.75
- CORRECTION TO D.S.		
ACCOUNTS PAYABLE INVOICING - PREVIOUS MEETING:		
- BILLS LIST SUBMITTED	302,582.44	2,898,087.39
ADD (DELETE) BILLS LIST SUBMITTED		
PAY ESTIMATE(S)		412,126.08
- CHECKS VOIDED	0.00	0.00

TOTAL CASH DISBURSEMENTS PREVIOUSLY APPROVED

\$ 1,190,308.26

\$ 7,848,569.19

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

5/9/2019 -- 12/31/2019

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
108660	5/9/2019		100012 ACE SOLID WASTE INC						
		26,125.20	MAY 19 CONTRACT RECYCLE		96595	4863873	9604.6489		OTHER CONTRACTED SE
		221.02	MISC PWACCTS		96596	4863882	0194.6374		REFUSE/RECYCLING
		289.84	MISC PWACCTS		96596	4863882	0452.6374		REFUSE/RECYCLING
		122.08	MISC PWACCTS		96596	4863882	0311.6374		REFUSE/RECYCLING
		40.69	MISC PWACCTS		96596	4863882	9601.6374		REFUSE/RECYCLING
		40.69	MISC PWACCTS		96596	4863882	9602.6374		REFUSE/RECYCLING
		137.63	MISC PWACCTS		96596	4863882	9604.6249		MISCELLANEOUS OPERA
		40.70	MISC PWACCTS		96596	4863882	9605.6374		REFUSE/RECYCLING
		<u>27,017.85</u>							
108661	5/9/2019		113692 ALL AMERICAN TITLE CO						
		358.92	UB REFUND 15217 KRYPTON TER		96597	050819	9601.4651		WATER REVENUE
		143.30	UB REFUND 6984 139TH LN NW		96598	050819A	9601.4651		WATER REVENUE
		31.91	UB REFUND 7460 149TH LN NW		96599	050819B	9601.4651		WATER REVENUE
		<u>534.13</u>							
108662	5/9/2019		116935 AMERICAN RADON MITIGATION INC						
		20.00	REFUND PERMIT FEE- NOT NEEDED		96600	050819	9101.4307		PERMIT PLAN REVIEW
		<u>20.00</u>							
108663	5/9/2019		116623 ANCONA TITLE AND ESCROW						
		50.11	UB REFUND 7303 147TH LN NW		96602	050819	9601.4651		WATER REVENUE
		<u>50.11</u>							
108664	5/9/2019		116937 ANCONA TITLE AND ESCROW						
		176.56	UB REFUND 7273 E RAMSEY PKWY		96601	050819	9601.4651		WATER REVENUE
		<u>176.56</u>							
108665	5/9/2019		116930 ARCHWAY CONTRACTING INC						
		50.00	REFUND PERMIT RA039914		96603	050319	9101.4205		BUILDING PERMIT
		1.00	REFUND PERMIT RA039914		96603	050319	9101.2081		SURCHARGES-PERMITS
		<u>51.00</u>							
108666	5/9/2019		116932 BURLAKU, MARINA						
		10.00	PART REFUND PERMIT RA39371		96604	050619	9101.4306		ZONING & SUBDIVISION I
		<u>10.00</u>							
108667	5/9/2019		111326 BURNET TITLE						
		96.27	UB REFUND 15521 SODIUM WAY		96605	050819	9601.4651		WATER REVENUE
		31.91	UB REFUND 17289 VARIOLITE ST		96606	050819A	9601.4651		WATER REVENUE
		15.95	UB REFUND 14171 KRYPTON ST		96607	050819B	9601.4651		WATER REVENUE
		<u>144.13</u>							
108668	5/9/2019		116124 BURNHAM, STACEY AND STEPHEN						
		154.94	UB REFUND 15462 TUNGSTEN ST		96608	050819	9601.4651		WATER REVENUE
		<u>154.94</u>							
108669	5/9/2019		100404 CENTURYLINK						
		65.35	APR/MAY 19 SERVICE		96609	763 422-1452	0452.6321		TELEPHONE
						795 MAY 19			
		<u>65.35</u>							
108670	5/9/2019		116946 CHRISTIANSEN, MITCH						
		246.88	UB REFUND 7080 137TH AVE NW		96610	050819	9601.4651		WATER REVENUE
		<u>246.88</u>							

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

5/9/2019 -- 12/31/2019

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
108670	5/9/2019		116946 CHRISTIANSEN, MITCH						Continued.
108671	5/9/2019		110734 CITY OF RAMSEY						
		150.00	721662		96657	050919	9601.4651		WATER REVENUE
		170.69	722258		96657	050919	9601.4651		WATER REVENUE
		26.17	726019		96657	050919	9601.4651		WATER REVENUE
		26.17	48613878		96657	050919	9601.4651		WATER REVENUE
		30.00	727377		96657	050919	9601.4651		WATER REVENUE
		26.17	36482665		96657	050919	9601.4651		WATER REVENUE
		26.17	58024820		96657	050919	9601.4651		WATER REVENUE
		151.00	724431		96657	050919	9601.4651		WATER REVENUE
		26.17	40463063		96657	050919	9601.4651		WATER REVENUE
		632.54							
108672	5/9/2019		100111 COMMERCIAL ASPHALT COMPANY						
		1,062.73	ASPHALT		96611	190430	0311.6265		ASPHALT
		1,062.73							
108673	5/9/2019		113795 CONCIERGE TITLE INC						
		170.75	UB REFUND 14606 QUICKSILVER		96612	050819	9601.4651		WATER REVENUE
		142.91	UB REFUND 14579 OLIVINE ST NW		96613	050819A	9601.4651		WATER REVENUE
		313.66							
108674	5/9/2019		100116 CONNEXUS ENERGY						
		524.47	MISC PWACCTS		96614	759126-303106 APR 19	0311.6371		ELECTRIC UTILITIES
		731.22	MISC PWACCTS		96614	759126-303106 APR 19	0452.6371		ELECTRIC UTILITIES
		174.82	MISC PWACCTS		96614	759126-303106 APR 19	9601.6371		ELECTRIC UTILITIES
		174.82	MISC PWACCTS		96614	759126-303106 APR 19	9602.6371		ELECTRIC UTILITIES
		174.82	MISC PWACCTS		96614	759126-303106 APR 19	9605.6371		ELECTRIC UTILITIES
		820.62	TRAFFIC SIGNALS		96615	759126-303100 APR19	0260.6371		ELECTRIC UTILITIES
		9,634.18	STREET LIGHTS		96616	759126-303101 APR 19	9603.6371		ELECTRIC UTILITIES
		1,301.31	MISC CITY ACCTS		96617	759126-303107 APR 19	0220.6371		ELECTRIC UTILITIES
		6,165.69	MISC CITY ACCTS		96617	759126-303107 APR 19	0194.6371		ELECTRIC UTILITIES
		188.80	MISC CITY ACCTS		96617	759126-303107 APR 19	0194.6371		ELECTRIC UTILITIES
		71.07	MISC CITY ACCTS		96617	759126-303107 APR 19	9230.6249		MISCELLANEOUS OPERA
		3,574.93	MISC CITY ACCTS		96617	759126-303107 APR 19	9240.6371		ELECTRIC UTILITIES
		30.76	MISC CITY ACCTS		96617	759126-303107 APR 19	9410.6371	00041018	ELECTRIC UTILITIES
		1,002.10	MISC CITY ACCTS		96617	759126-303107 APR 19	9410.6371	00041012	ELECTRIC UTILITIES
		7,980.98	WTR TWR.LIFT STAT/WELLS		96618	759126-303102 APR 19	9601.6371		ELECTRIC UTILITIES
		856.28	WTR TWR.LIFT STAT/WELLS		96618	759126-303102 APR 19	9602.6371		ELECTRIC UTILITIES

Council Check Register by GL
Council Check Register and Summary

5/9/2019 -- 12/31/2019

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
108674	5/9/2019		100116 CONNEXUS ENERGY						Continued.
		85.00	SIRENS		96619	759126-303095	0250.6371		ELECTRIC UTILITIES
						APR 19			
		<u>33,491.87</u>							
108675	5/9/2019		116938 CORNERSTONE TITLE INC						
		53.47	UB REFUND 7083 139TH AVE NW		96620	050819	9601.4651		WATER REVENUE
		<u>53.47</u>							
108676	5/9/2019		116939 DEDICATED PROPERTY MANAGEMENT						
		2,421.92	UB REFUND 6760 HWY 10 NW		96621	050819	9601.4651		WATER REVENUE
		<u>2,421.92</u>							
108677	5/9/2019		100870 EDINA REALTY TITLE						
		210.43	UB REFUND 15485 SODIUM ST NW		96622	050819	9601.4651		WATER REVENUE
		138.95	UB REFUND 14875 ZEOLITE ST NW		96623	050819A	9601.4651		WATER REVENUE
		<u>349.38</u>							
108678	5/9/2019		116940 ENTITLE						
		39.08	UB REFUND 7258 147TH LN NW		96624	050819	9601.4651		WATER REVENUE
		<u>39.08</u>							
108679	5/9/2019		114250 ESQUIRE TITLE SERVICE						
		31.91	UB REFUND 7741 169TH LN NW		96625	050819	9601.4651		WATER REVENUE
		<u>31.91</u>							
108680	5/9/2019		115035 EXECUTIVE TITLE NORTHWEST LLC						
		323.46	UB REFUND 15760 KRYPTON CT		96658	050819	9601.4651		WATER REVENUE
		<u>323.46</u>							
108681	5/9/2019		116945 GARBERG, JACQUELINE						
		32.48	UB REFUND 4899 154TH LN NW		96628	050819	9601.4651		WATER REVENUE
		<u>32.48</u>							
108682	5/9/2019		112588 GIBRALTAR TITLE AGENCY LLC						
		210.43	UB REFUND 5665 154TH AVE NW		96629	050819	9601.4651		WATER REVENUE
		<u>210.43</u>							
108683	5/9/2019		115393 GLOBAL CLOSING AND TITLE SERVICES						
		235.40	UB REFUND 14700 KRYPTON ST NW		96630	050819	9601.4651		WATER REVENUE
		<u>235.40</u>							
108684	5/9/2019		116809 GO PERMITS LLC						
		50.00	REFUND JOB 10884410-CANCELLED		96631	050619	9101.4205		BUILDING PERMIT
		1.00	REFUND JOB 10884410-CANCELLED		96631	050619	9101.2081		SURCHARGES-PERMITS
		<u>51.00</u>							
108685	5/9/2019		116929 HARRINGTON, HALLE						
		75.00	MAILBOX DAMAGE		96632	050619	0312.6267		OTHER STREET MAINTENANCE
		<u>75.00</u>							
108686	5/9/2019		113464 LAND TITLE						
		195.71	UB REFUND 14618 PERIDOT		96633	050819	9601.4651		WATER REVENUE
		<u>195.71</u>							
108687	5/9/2019		111865 LIBERTY TITLE INC						

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

5/9/2019 -- 12/31/2019

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
108687	5/9/2019		111865 LIBERTY TITLE INC						Continued.
		244.47	UB REFUND 7089 170TH TRL NW		96634	050819	9601.4651		WATER REVENUE
		71.83	UB REFUND 14759 WACO ST NW		96635	050819A	9601.4651		WATER REVENUE
		316.30							
108688	5/9/2019		116066 PARTNERS TITLE						
		410.34	UB REFUND 16816 MARBLE ST NW		96637	050819	9601.4651		WATER REVENUE
		410.34							
108689	5/9/2019		116941 PARTNERS TITLE						
		219.61	UB REFUND 16706 LIMONITE ST NW		96638	050819	9601.4651		WATER REVENUE
		219.61							
108690	5/9/2019		116942 RESULTS TITLE						
		130.05	UB REFUND 14901 GERMANIUM ST		96639	050819	9601.4651		WATER REVENUE
		130.05							
108691	5/9/2019		116931 SMART CONSTRUCTION AND REMODELING INC						
		50.00	REFUND PERMIT RA39967- ERROR		96641	050619	9101.4205		BUILDING PERMIT
		1.00	REFUND PERMIT RA39967- ERROR		96641	050619	9101.2081		SURCHARGES-PERMITS
		51.00							
108692	5/9/2019		101103 SPRINT						
		1.37	MAR-APR 2019 SERVICE		96642	570683319-209	0130.6323		CELLULAR PHONES
		5.48	MAR-APR 2019 SERVICE		96642	570683319-209	0191.6323		CELLULAR PHONES
		1.37	MAR-APR 2019 SERVICE		96642	570683319-209	0240.6323		CELLULAR PHONES
		52.33	MAR-APR 2019 SERVICE		96642	570683319-209	0192.6321		TELEPHONE
		55.07	MAR-APR 2019 SERVICE		96642	570683319-209	0194.6323		CELLULAR PHONES
		78.95	MAR-APR 2019 SERVICE		96642	570683319-209	0311.6323		CELLULAR PHONES
		585.61	MAR-APR 2019 SERVICE		96642	570683319-209	0452.6323		CELLULAR PHONES
		6.85	MAR-APR 2019 SERVICE		96642	570683319-209	0301.6323		CELLULAR PHONES
		160.90	MAR-APR 2019 SERVICE		96642	570683319-209	0220.6323		CELLULAR PHONES
		55.04	MAR-APR 2019 SERVICE		96642	570683319-209	9601.6323		CELLULAR PHONES
		1,002.97							
108693	5/9/2019		116943 STEWART TITLE COMPANY						
		160.73	UB REFUND 5348 140TH CT NW		96643	050819	9601.4651		WATER REVENUE
		160.73							
108694	5/9/2019		113038 THE TITLE GROUP						
		158.22	UB REFUND 14710 ERKIUM ST		96652	050819	9601.4651		WATER REVENUE
		158.22							
108695	5/9/2019		113903 TITLE ONE INC						
		31.91	UB REFUND 15520 VARIOLITE ST		96649	050819	9601.4651		WATER REVENUE
		140.00	UB REFUND 7239 E RAMSEY PKWY		96650	050819A	9601.4651		WATER REVENUE
		211.68	UB REFUND 5980 145TH LN NW		96651	050819B	9601.4651		WATER REVENUE
		383.59							
108696	5/9/2019		115456 TITLE SMART						
		17.32	UB REFUND 16820 ANDRIE ST NW		96645	050819	9601.4651		WATER REVENUE
		142.91	UB REFUND 15478 TUNGSTEN ST NW		96646	050819A	9601.4651		WATER REVENUE
		160.23							
108697	5/9/2019		114606 TITLE SMART INC						
		294.28	UB REFUND 15288 TUNGSTEN ST		96647	050819	9601.4651		WATER REVENUE

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

5/9/2019 -- 12/31/2019

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
108697	5/9/2019		114606 TITLE SMART INC						Continued.
		294.28							
108698	5/9/2019		116944 TITLE SMART INC						
		238.72	UB REFUND 5761 145TH CT NW		96648	050819	9601.4651		WATER REVENUE
		238.72							
108699	5/9/2019		114074 TITLE SPECIALIST INC						
		13.44	UB REFUND 16405 QUARTZ ST		96653	050819	9601.4651		WATER REVENUE
		13.44							
108700	5/9/2019		112615 W S AND D PERMIT SERVICE						
		50.00	CANCELLED PERMIT RA039761		96656	042919	9101.4205		BUILDING PERMIT
		1.00	CANCELLED PERMIT RA039761		96656	042919	9101.2081		SURCHARGES-PERMITS
		51.00							
108701	5/9/2019		111137 WRIGHT HENNEPIN COOPERATIVE ELECTRIC						
		27.95	7550 SUNWOOD DR PD		96655	150-1682-6501	0211.6489		OTHER CONTRACTED SE
						APR 19			
		27.95							
108760	5/16/2019		100012 ACE SOLID WASTE INC						
		103.97	MAY 19 FIRE STATIONS		96671	4873494	0220.6374		REFUSE/RECYCLING
		103.97							
108761	5/16/2019		116953 ALLERSON, LORI						
		43.23	UB REFUND 5121 179TH LN		96672	051619	9601.4651		WATER REVENUE
		43.23							
108762	5/16/2019		100948 ANOKA COUNTY LICENSE CENTER						
		4,889.13	TITLE/PLATES 412,413,414		96674	050919	0240.6550		MOTOR VEHICLES
		4,889.13							
108763	5/16/2019		110734 CITY OF RAMSEY						
		500.00	720048		96675	051619	9601.4651		WATER REVENUE
		26.17	40323049		96675	051619	9601.4651		WATER REVENUE
		160.00	726027		96675	051619	9601.4651		WATER REVENUE
		26.17	636718846		96675	051619	9601.4651		WATER REVENUE
		151.37	724901		96675	051619	9601.4651		WATER REVENUE
		143.00	62855296		96675	051619	9601.4651		WATER REVENUE
		1,006.71							
108764	5/16/2019		113931 MN DEPT EMPLOYMENT ECONOMIC DEVEL						
		2,101.00	SHOVEL READY CERT. SITE 55		96677	051319	9201.6315		MISCELLANEOUS PROFE
		2,101.00							
108765	5/16/2019		113931 MN DEPT EMPLOYMENT ECONOMIC DEVEL						
		2,101.00	SHOVEL READY BLIP-HAGMAN SITE		96678	051319 A	9230.6315		MISCELLANEOUS PROFE
		2,101.00							
108766	5/16/2019		101234 NORTH VALLEY, INC						
		9,090.28	RAMSEY PATCHING		96679	18268*01	0311.6488		STREET MAINTENANCE (
		9,090.28							
108767	5/16/2019		100391 POSTMASTER						
		1,893.11	LETTER- MANGANESE		96680	051419	9601.6322		POSTAGE

Council Check Register by GL
Council Check Register and Summary

5/9/2019 - 12/31/2019

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
108767	5/16/2019	1,893.11	100391 POSTMASTER						Continued.
108768	5/16/2019	35,759.46	113241 RANGER CHEVROLET						
		35,759.46	19 CHEVY TAHOE 395		96681	050119	0211.6550		MOTOR VEHICLES
1000086	5/10/2019	22.16	113572 FREDRICKSON, JASON						
		22.16	MILEAGE- LOGIS BOARD MTG		96627	050219	0192.6335		TRAINING
1000087	5/10/2019	29,820.00	100291 MET COUNCIL SAC						
		298.20	APRIL 2019 SAC CHARGES		96636	050719	9602.2083		SAC CHARGES
		29,521.80	APRIL 2019 SAC CHARGES		96636	050719	9602.4356		SEWER AVAILABILITY CH
1000088	5/10/2019	209.00	116936 SANCHEZ, BERTHA A.						
		209.00	REIMB PERMIT TECH LICENSE		96640	050819	0240.6335		TRAINING
1000089	5/10/2019	3,300.00	105706 TINKLENBERG GROUP INC						
		3,300.00	RETAINER MAY 19 (11 OF 12)		96644	050319	9400.6315		MISCELLANEOUS PROFE
1000090	5/10/2019	61.76	100510 VERIZON WIRELESS						
		61.76	MAR/APR 19 SERVICCES		96654	9828592465	0130.6323		CELLULAR PHONES
1000136	5/17/2019	10.00	100031 ANOKA COUNTY						
		40.00	GVT OFF DINNER MTG (6)		96673	051319	0130.6335		TRAINING
		10.00	GVT OFF DINNER MTG (6)		96673	051319	0111.6335		TRAINING
		60.00	GVT OFF DINNER MTG (6)		96673	051319	0191.6335		TRAINING
1000137	5/17/2019	94.42	116885 HEINRICH, NADINE						
		94.42	DC TRIP REIMBURSEMENTS		96676	051319	0111.6331		TRAVEL & LODGING
1000138	5/17/2019	15.00	116813 SCHMIDT, KATIE						
		15.00	CLERK TRAIN. REIMBURSE		96682	051619	0130.6331		TRAVEL & LODGING
1000139	5/17/2019	157.40	116911 SZYKULSKI, JESSE						
		22.83	SSTS TRAINING-REIMBURSE.		96685	050719	0240.6334		MILEAGE REIMBURSEME
		157.40	SSTS TRAINING-REIMBURSE.		96685	050719	0240.6335		TRAINING
		337.63	SSTS TRAINING-REIMBURSEMENT		96687	051319	0240.6334		MILEAGE REIMBURSEME
1000140	5/21/2019	612.00	100257 LAW ENFORCEMENT LABOR SRV INC						
		612.00			96476	0502191018382	9101.2177		UNION DUES
		1,224.00			96694	0516191439452	9101.2177		UNION DUES
1000141	5/21/2019	501.20	100298 MN AFSCME COUNCIL 5						
		551.32			96477	0502191018383	9101.2177		UNION DUES
					96695	0516191439453	9101.2177		UNION DUES

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

5/9/2019 - 12/31/2019

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
1000141	5/21/2019	1,052.52	100298 MN AFSCME COUNCIL 5						Continued.
90510299	5/17/2019		100398 PUBLIC EMPLOYEES RETIREMENT ASSN						
		50.00			96665	0514191150521	9101.2174		PERA-EMPLOYEE
		50.00			96666	0514191150522	9101.2183		PERA-EMPLOYER
		20,825.56			96696	0516191439454	9101.2174		PERA-EMPLOYEE
		27,790.48			96697	0516191439455	9101.2183		PERA-EMPLOYER
		48,716.04							
91232696	5/17/2019		101306 IRS						
		132.62			96660	0513191532522	9101.2171		FEDERAL WITHHOLDING
		1,055.43			96661	0513191532523	9101.2173		FICA & MEDICARE-EMPL
		1,055.43			96662	0513191532524	9101.2182		FICA & MEDICARE-EMPL
		300.00			96668	0514191150524	9101.2171		FEDERAL WITHHOLDING
		210.96			96669	0514191150525	9101.2173		FICA & MEDICARE-EMPL
		210.96			96670	0514191150526	9101.2182		FICA & MEDICARE-EMPL
		24,142.06			96699	0516191439457	9101.2171		FEDERAL WITHHOLDING
		13,355.53			96700	0516191439458	9101.2173		FICA & MEDICARE-EMPL
		13,355.53			96701	0516191439459	9101.2182		FICA & MEDICARE-EMPL
		53,818.52							
92343616	5/17/2019		100601 MN DEPT OF REV WH						
		155.42			96659	0513191532521	9101.2172		STATE WITHHOLDING
		50.00			96667	0514191150523	9101.2172		STATE WITHHOLDING
		11,488.71			96698	0516191439456	9101.2172		STATE WITHHOLDING
		11,694.13							
97051719	5/17/2019		115568 ALERUS FINANCIAL NA						
		2,846.68			96693	05161914394514	9101.2176		LIFE/HEALTH-EMPLOYEE
		96.00			96693	05161914394514	9101.2176		LIFE/HEALTH-EMPLOYEE
		2,750.68							
98051719	5/17/2019		107962 TOTAL ADMINISTRATIVE SERVICE CORP						
		1,990.86			96689	05161914394510	9101.2176		LIFE/HEALTH-EMPLOYEE
		96.00			96689	05161914394510	9101.2176		LIFE/HEALTH-EMPLOYEE
		2,086.86							
99051419	5/14/2019		108768 COMDATA NETWORK INC						
		52.50	AMAZON.COM		96663	APR 19 COMDATA PCARD	0452.6249		MISCELLANEOUS OPER/
		24.56	AAFES CAMP RIPLEYS		96663	APR 19 COMDATA PCARD	0211.6331		TRAVEL & LODGING
		79.21	AMAZON.COM		96663	APR 19 COMDATA PCARD	0211.6208		MISCELLANEOUS OFFICI
		14.20	AMZN MKTP US		96663	APR 19 COMDATA PCARD	0211.6231		UNIFORMS & TURN-OUT
		19.99	AMZN MKTP US		96663	APR 19 COMDATA PCARD	0211.6208		MISCELLANEOUS OFFICI
		12.99	AMZN MKTP US		96663	APR 19 COMDATA PCARD	0211.6275		OTHER EQUIPMENT PAR
		25.31	ARBYS #8071 LITTLE FAL		96663	APR 19 COMDATA PCARD	0211.6331		TRAVEL & LODGING
		98.70	TLO TRANSUNION		96663	APR 19 COMDATA PCARD	0211.6315		MISCELLANEOUS PROFE
		29.00	AMZN MKTP US		96663	APR 19 COMDATA	0194.6281		SMALL TOOLS & MINOR I

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

5/9/2019 -- 12/31/2019

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
99051419	5/14/2019		108768 COMDATA NETWORK INC						Continued.
						PCARD			
		110.81	AMZN MKTP US		96663	APR 19 COMDATA	0194.6281		SMALL TOOLS & MINOR I
						PCARD			
		63.28	WAL-MART		96663	APR 19 COMDATA	0194.6249		MISCELLANEOUS OPER/
						PCARD			
		75.00	BCA TRAINING EDUCATION		96663	APR 19 COMDATA	0211.6335		TRAINING
						PCARD			
		77.13	COBORN'S SUPERSTORE		96663	APR 19 COMDATA	0211.6331		TRAVEL & LODGING
						PCARD			
		1,398.00	AMZN MKTP US		96663	APR 19 COMDATA	0211.6281		SMALL TOOLS & MINOR I
						PCARD			
		456.60	DELTA		96663	APR 19 COMDATA	0192.6335		TRAINING
						PCARD			
		29.97	WWW.NEWEGGBUSINESS.COM		96663	APR 19 COMDATA	0192.6281		SMALL TOOLS & MINOR I
						PCARD			
		17.97	WWW.NEWEGGBUSINESS.COM		96663	APR 19 COMDATA	0192.6281		SMALL TOOLS & MINOR I
						PCARD			
		29.97	WWW.NEWEGGBUSINESS.COM		96663	APR 19 COMDATA	0192.6281		SMALL TOOLS & MINOR I
						PCARD			
		3.00	WWW.NEWEGGBUSINESS.COM		96663	APR 19 COMDATA	0192.6281		SMALL TOOLS & MINOR I
						PCARD			
		64.76	WWW.NEWEGGBUSINESS.COM		96663	APR 19 COMDATA	0192.6281		SMALL TOOLS & MINOR I
						PCARD			
		45.69	WWW.NEWEGGBUSINESS.COM		96663	APR 19 COMDATA	0452.6249		MISCELLANEOUS OPER/
						PCARD			
		28.99	WWW.NEWEGGBUSINESS.COM		96663	APR 19 COMDATA	0192.6281		SMALL TOOLS & MINOR I
						PCARD			
		12.53	CHIPOTLE 1460		96663	APR 19 COMDATA	0191.6331		TRAVEL & LODGING
						PCARD			
		7.32	CHIPOTLE 1857		96663	APR 19 COMDATA	0191.6331		TRAVEL & LODGING
						PCARD			
		295.00	FINANCE AND COMMERCE S		96663	APR 19 COMDATA	0191.6452		SUBSCRIPTIONS
						PCARD			
		7.00	IP JACKSON RAMP		96663	APR 19 COMDATA	0191.6331		TRAVEL & LODGING
						PCARD			
		810.00	POST BOARD LICENSING		96663	APR 19 COMDATA	0211.6451		MEMBERSHIP DUES
						PCARD			
		6.00	ST CLOUD PARKING		96663	APR 19 COMDATA	0211.6331		TRAVEL & LODGING
						PCARD			
		70.00	WILLY MCCOYS		96663	APR 19 COMDATA	0211.6331		TRAVEL & LODGING
						PCARD			
		34.58	AMZN MKTP US		96663	APR 19 COMDATA	0220.6405		OFFICE & DATA PROCES:
						PCARD			
		19.21	AMZN MKTP US		96663	APR 19 COMDATA	0220.6281		SMALL TOOLS & MINOR I
						PCARD			
		39.95	AMZN MKTP US		96663	APR 19 COMDATA	0220.6281		SMALL TOOLS & MINOR I
						PCARD			
		28.16	EB STEP UP AND LEAD		96663	APR 19 COMDATA	0220.6335		TRAINING
						PCARD			
		37.97	COBORN'S SUPERSTORE		96663	APR 19 COMDATA	0130.6249		MISCELLANEOUS OPER/
						PCARD			
		99.19	COBORN'S SUPERSTORE		96663	APR 19 COMDATA	0130.6249		MISCELLANEOUS OPER/
						PCARD			
		224.00	SKILLPATH / NATIONAL		96663	APR 19 COMDATA	0452.6335		TRAINING

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

5/9/2019 -- 12/31/2019

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
99051419	5/14/2019		108768 COMDATA NETWORK INC						Continued.
						PCARD			
		224.00	SKILLPATH / NATIONAL		96663	APR 19 COMDATA	0311.6335		TRAINING
						PCARD			
		224.00	SKILLPATH / NATIONAL		96663	APR 19 COMDATA	0240.6335		TRAINING
						PCARD			
		32.83	AMERICAN PUBLIC WORKS		96663	APR 19 COMDATA	0311.6335		TRAINING
						PCARD			
		57.00	DO ALL PRINTING COM IN		96663	APR 19 COMDATA	0260.6249		MISCELLANEOUS OPERA
						PCARD			
		650.00	U OF M CONTLEARNING		96663	APR 19 COMDATA	0311.6335		TRAINING
						PCARD			
		687.50	ACTIVE911 INC		96663	APR 19 COMDATA	0220.6452		SUBSCRIPTIONS
						PCARD			
		38.80	BANNER FIRE EQUIPMENT		96663	APR 19 COMDATA	0220.6281		SMALL TOOLS & MINOR I
						PCARD			
		130.98	CONWAY SHIELD		96663	APR 19 COMDATA	0220.6231		UNIFORMS & TURN-OUT
						PCARD			
		210.00	SODERBERGS FLORAL & GI		96663	APR 19 COMDATA	0220.6249		MISCELLANEOUS OPERA
						PCARD			
		199.98	AMAZON.COM		96663	APR 19 COMDATA	0130.6208		MISCELLANEOUS OFFICI
						PCARD			
		97.80	AMZN MKTP US		96663	APR 19 COMDATA	0311.6208		MISCELLANEOUS OFFICI
						PCARD			
		.01-	AMZN MKTP US		96663	APR 19 COMDATA	0311.6208		MISCELLANEOUS OFFICI
						PCARD			
		29.55	AMZN MKTP US		96663	APR 19 COMDATA	0194.6208		MISCELLANEOUS OFFICI
						PCARD			
		29.55	AMZN MKTP US		96663	APR 19 COMDATA	0452.6208		MISCELLANEOUS OFFICI
						PCARD			
		.03-	AMZN MKTP US		96663	APR 19 COMDATA	0452.6208		MISCELLANEOUS OFFICI
						PCARD			
		14.98	COBORN'S SUPERSTORE		96663	APR 19 COMDATA	0111.6249		MISCELLANEOUS OPERA
						PCARD			
		10.00	COBORN'S SUPERSTORE		96663	APR 19 COMDATA	0111.6249		MISCELLANEOUS OPERA
						PCARD			
		614.60	DELTA		96663	APR 19 COMDATA	0111.6331		TRAVEL & LODGING
						PCARD			
		614.60	DELTA		96663	APR 19 COMDATA	0111.6331		TRAVEL & LODGING
						PCARD			
		614.60	DELTA		96663	APR 19 COMDATA	0130.6331		TRAVEL & LODGING
						PCARD			
		614.60	DELTA		96663	APR 19 COMDATA	0130.6331		TRAVEL & LODGING
						PCARD			
		614.60	DELTA		96663	APR 19 COMDATA	0191.6331		TRAVEL & LODGING
						PCARD			
		110.54	DOORDASH*BILLYS BAR &		96663	APR 19 COMDATA	0111.6249		MISCELLANEOUS OPERA
						PCARD			
		86.41	MAMA DELUCAS PIZZERIA		96663	APR 19 COMDATA	0111.6249		MISCELLANEOUS OPERA
						PCARD			
		14.99	WWW.RESERVATIONS.COM		96663	APR 19 COMDATA	0130.6331		TRAVEL & LODGING
						PCARD			
		98.31	CHANTICLEAR PIZZA		96663	APR 19 COMDATA	0191.6335		TRAINING
						PCARD			
		22.53	CANAL PARK BREWING CO		96663	APR 19 COMDATA	0240.6335		TRAINING

CITY OF RAMSEY
 Council Check Register by GL
 Council Check Register and Summary
 5/9/2019 -- 12/31/2019

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
99051419	5/14/2019		108768 COMDATA NETWORK INC						Continued.
						PCARD			
		19.03	GRANDMAS SALOON & GRIL		96663	APR 19 COMDATA	0240.6335		TRAINING
						PCARD			
		20.52	LITTLE ANGIES CANTINA		96663	APR 19 COMDATA	0240.6335		TRAINING
						PCARD			
		85.40	PIER B RESORT		96663	APR 19 COMDATA	0240.6335		TRAINING
						PCARD			
		292.60	PIER B RESORT		96663	APR 19 COMDATA	0240.6335		TRAINING
						PCARD			
		13.10	PIER B RESORT F&B		96663	APR 19 COMDATA	0240.6335		TRAINING
						PCARD			
		22.43	PIZZA LUCE DULUTH III		96663	APR 19 COMDATA	0240.6335		TRAINING
						PCARD			
		5.28	SUBWAY		96663	APR 19 COMDATA	0240.6335		TRAINING
						PCARD			
		477.00	U OF M CONTLEARNING		96663	APR 19 COMDATA	0240.6335		TRAINING
						PCARD			
		53.74	COBORN'S SUPERSTORE		96663	APR 19 COMDATA	0130.6249		MISCELLANEOUS OPERA
						PCARD			
		52.01	COBORN'S SUPERSTORE		96663	APR 19 COMDATA	0270.6249		MISCELLANEOUS OPERA
						PCARD			
		12.09	ANDOVER PIZZA RANCH		96663	APR 19 COMDATA	0130.6335		TRAINING
						PCARD			
		185.00	ANOKA HENNEPIN SCHOOLS		96663	APR 19 COMDATA	0301.6335		TRAINING
						PCARD			
		52.48	COBORN'S SUPERSTORE		96663	APR 19 COMDATA	0301.6249		MISCELLANEOUS OPERA
						PCARD			
		224.00	SKILLPATH / NATIONAL		96663	APR 19 COMDATA	9230.6335		TRAINING
						PCARD			
		8.56	COBORN'S SUPERSTORE		96663	APR 19 COMDATA	9230.6249		MISCELLANEOUS OPERA
						PCARD			
		40.00	ECONOMIC DEVELOPMENT A		96663	APR 19 COMDATA	9230.6335		TRAINING
						PCARD			
		6.29	MENARDS COON RAPIDS MN		96663	APR 19 COMDATA	9230.6249		MISCELLANEOUS OPERA
						PCARD			
		9.92	MENARDS COON RAPIDS MN		96663	APR 19 COMDATA	9230.6249		MISCELLANEOUS OPERA
						PCARD			
		1.49	MENARDS COON RAPIDS MN		96663	APR 19 COMDATA	9230.6249		MISCELLANEOUS OPERA
						PCARD			
		1.49	MENARDS COON RAPIDS MN		96663	APR 19 COMDATA	9230.6249		MISCELLANEOUS OPERA
						PCARD			
		1.37	MENARDS COON RAPIDS MN		96663	APR 19 COMDATA	9230.6249		MISCELLANEOUS OPERA
						PCARD			
		10.47	AMAZON.COM		96663	APR 19 COMDATA	0230.6281		SMALL TOOLS & MINOR I
						PCARD			
		123.49	AMAZON.COM		96663	APR 19 COMDATA	0230.6281		SMALL TOOLS & MINOR I
						PCARD			
		19.99	AMZN MKTP US		96663	APR 19 COMDATA	0230.6281		SMALL TOOLS & MINOR I
						PCARD			
		21.75	MN DVS ANOKA		96663	APR 19 COMDATA	0243.6249		MISCELLANEOUS OPERA
						PCARD			
		.54	MN DVS ANOKA		96663	APR 19 COMDATA	0243.6249		MISCELLANEOUS OPERA
						PCARD			
		8.00	COBORN'S SUPERSTORE		96663	APR 19 COMDATA	0296.6249		MISCELLANEOUS OPERA

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

5/9/2019 -- 12/31/2019

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
99051419	5/14/2019		108768 COMDATA NETWORK INC						Continued.
		12.49	COBORN'S SUPERSTORE		96663	PCARD APR 19 COMDATA	9601.6249		MISCELLANEOUS OPERA
		160.00	PSN*MINNESOTA RWA MN		96663	PCARD APR 19 COMDATA	9601.6335		TRAINING
		67.66	HARRINGTON, INC.		96663	PCARD APR 19 COMDATA	9605.6249		MISCELLANEOUS OPERA
		36.99	BILL'S SUPERETTE		96664	PCARD APR 19 COMDATA	0220.6223		GASOLINE
		36.54	BILL'S SUPERETTE		96664	FUEL APR 19 COMDATA	0211.6223		GASOLINE
		7.68	BILL'S SUPERETTE		96664	FUEL APR 19 COMDATA	0211.6223		GASOLINE
		.64	BILL'S SUPERETTE		96664	FUEL APR 19 COMDATA	0211.6223		GASOLINE
		11.09	BILL'S SUPERETTE		96664	FUEL APR 19 COMDATA	0211.6223		GASOLINE
		7.79	BILL'S SUPERETTE		96664	FUEL APR 19 COMDATA	0211.6223		GASOLINE
		.57	BILL'S SUPERETTE		96664	FUEL APR 19 COMDATA	0211.6223		GASOLINE
		29.00	BILL'S SUPERETTE		96664	FUEL APR 19 COMDATA	0211.6223		GASOLINE
		7.95	BILL'S SUPERETTE		96664	FUEL APR 19 COMDATA	0211.6223		GASOLINE
		.64	BILL'S SUPERETTE		96664	FUEL APR 19 COMDATA	0211.6223		GASOLINE
		38.71	BILL'S SUPERETTE		96664	FUEL APR 19 COMDATA	0211.6223		GASOLINE
		31.02	BILL'S SUPERETTE		96664	FUEL APR 19 COMDATA	0211.6223		GASOLINE
		36.13	BILL'S SUPERETTE		96664	FUEL APR 19 COMDATA	0220.6225		DIESEL FUEL
		30.08	BILL'S SUPERETTE		96664	FUEL APR 19 COMDATA	0220.6225		DIESEL FUEL
		66.22	BILL'S SUPERETTE		96664	FUEL APR 19 COMDATA	0220.6225		DIESEL FUEL
		44.83	BILL'S SUPERETTE		96664	FUEL APR 19 COMDATA	0220.6223		GASOLINE
		42.36	BILL'S SUPERETTE		96664	FUEL APR 19 COMDATA	0220.6223		GASOLINE
		49.05	BILL'S SUPERETTE		96664	FUEL APR 19 COMDATA	0220.6223		GASOLINE
		28.81	BILL'S SUPERETTE		96664	FUEL APR 19 COMDATA	0220.6225		DIESEL FUEL
		14.37	BILL'S SUPERETTE		96664	FUEL APR 19 COMDATA	0220.6225		DIESEL FUEL
		36.50	BILL'S SUPERETTE		96664	FUEL APR 19 COMDATA	0220.6223		GASOLINE
		61.39	BILL'S SUPERETTE		96664	FUEL APR 19 COMDATA	0220.6223		GASOLINE
		63.37	BILL'S SUPERETTE		96664	FUEL APR 19 COMDATA	0452.6223		GASOLINE
		75.00	BILL'S SUPERETTE		96664	FUEL APR 19 COMDATA	0452.6223		GASOLINE

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

5/9/2019 - 12/31/2019

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
99051419	5/14/2019		108768 COMDATA NETWORK INC						Continued.
						FUEL			
		44.85	BILL'S SUPERETTE		96664	APR 19 COMDATA	0211.6223		GASOLINE
						FUEL			
		58.15	BILL'S SUPERETTE		96664	APR 19 COMDATA	0311.6223		GASOLINE
						FUEL			
		31.64	BILL'S SUPERETTE		96664	APR 19 COMDATA	0220.6223		GASOLINE
						FUEL			
		34.66	BILL'S SUPERETTE		96664	APR 19 COMDATA	0220.6223		GASOLINE
						FUEL			
		51.34	BILL'S SUPERETTE		96664	APR 19 COMDATA	0220.6223		GASOLINE
						FUEL			
		32.37	BILL'S SUPERETTE		96664	APR 19 COMDATA	0220.6223		GASOLINE
						FUEL			
		25.32	BILL'S SUPERETTE		96664	APR 19 COMDATA	0220.6223		GASOLINE
						FUEL			
		34.56	BILL'S SUPERETTE		96664	APR 19 COMDATA	0220.6223		GASOLINE
						FUEL			
		35.97	BILL'S SUPERETTE		96664	APR 19 COMDATA	0220.6223		GASOLINE
						FUEL			
		49.81	BILL'S SUPERETTE		96664	APR 19 COMDATA	0220.6225		DIESEL FUEL
						FUEL			
		75.25	BILL'S SUPERETTE		96664	APR 19 COMDATA	0311.6225		DIESEL FUEL
						FUEL			
		42.02	BILL'S SUPERETTE		96664	APR 19 COMDATA	0220.6225		DIESEL FUEL
						FUEL			
		51.70	BILL'S SUPERETTE		96664	APR 19 COMDATA	0220.6223		GASOLINE
						FUEL			
		48.51	BILL'S SUPERETTE		96664	APR 19 COMDATA	0220.6225		DIESEL FUEL
						FUEL			
		8.65	BILL'S SUPERETTE		96664	APR 19 COMDATA	0220.6225		DIESEL FUEL
						FUEL			
		27.64	BILL'S SUPERETTE		96664	APR 19 COMDATA	0220.6225		DIESEL FUEL
						FUEL			
		38.41	BILL'S SUPERETTE		96664	APR 19 COMDATA	0220.6225		DIESEL FUEL
						FUEL			
		51.31	BILL'S SUPERETTE		96664	APR 19 COMDATA	0220.6223		GASOLINE
						FUEL			
		44.35	BILL'S SUPERETTE		96664	APR 19 COMDATA	0220.6225		DIESEL FUEL
						FUEL			
		36.79	BILL'S SUPERETTE		96664	APR 19 COMDATA	0452.6223		GASOLINE
						FUEL			
		4.25	BILL'S SUPERETTE		96664	APR 19 COMDATA	0452.6223		GASOLINE
						FUEL			
		20.03	BILL'S SUPERETTE		96664	APR 19 COMDATA	0452.6223		GASOLINE
						FUEL			
		53.41	BILL'S SUPERETTE		96664	APR 19 COMDATA	0452.6223		GASOLINE
						FUEL			
		27.64	BILL'S SUPERETTE		96664	APR 19 COMDATA	0452.6223		GASOLINE
						FUEL			
		77.74	BILL'S SUPERETTE		96664	APR 19 COMDATA	0452.6223		GASOLINE
						FUEL			
		41.52	BILL'S SUPERETTE		96664	APR 19 COMDATA	0452.6223		GASOLINE
						FUEL			
		30.69	BILL'S SUPERETTE		96664	APR 19 COMDATA	0211.6223		GASOLINE

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

5/9/2019 - 12/31/2019

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description	Continued.
99051419	5/14/2019		108768 COMDATA NETWORK INC							
						FUEL				
		64.70	BPROGERS BPQPS		96664	APR 19 COMDATA	0311.6223		GASOLINE	
						FUEL				
		20.75	CASEYS RAMSEY		96664	APR 19 COMDATA	0211.6223		GASOLINE	
						FUEL				
		29.17	CASEYS RAMSEY		96664	APR 19 COMDATA	0211.6223		GASOLINE	
						FUEL				
		57.26	CASEYS RAMSEY		96664	APR 19 COMDATA	0301.6223		GASOLINE	
						FUEL				
		52.71	CASEYS RAMSEY		96664	APR 19 COMDATA	0211.6223		GASOLINE	
						FUEL				
		25.63	CASEYS RAMSEY		96664	APR 19 COMDATA	0194.6223		GASOLINE	
						FUEL				
		46.13	CASEYS RAMSEY		96664	APR 19 COMDATA	0211.6223		GASOLINE	
						FUEL				
		7.90	CASEYS RAMSEY		96664	APR 19 COMDATA	0311.6223		GASOLINE	
						FUEL				
		32.37	CASEYS RAMSEY		96664	APR 19 COMDATA	0211.6223		GASOLINE	
						FUEL				
		63.39	CASEYS RAMSEY		96664	APR 19 COMDATA	0301.6223		GASOLINE	
						FUEL				
		14.60	CASEYS RAMSEY		96664	APR 19 COMDATA	0211.6223		GASOLINE	
						FUEL				
		35.06	CASEYS RAMSEY		96664	APR 19 COMDATA	0240.6223		GASOLINE	
						FUEL				
		29.14	CASEYS RAMSEY		96664	APR 19 COMDATA	0211.6223		GASOLINE	
						FUEL				
		20.55	CASEYS RAMSEY		96664	APR 19 COMDATA	0220.6225		DIESEL FUEL	
						FUEL				
		24.64	CASEYS RAMSEY		96664	APR 19 COMDATA	0211.6223		GASOLINE	
						FUEL				
		45.01	CASEYS RAMSEY		96664	APR 19 COMDATA	0211.6223		GASOLINE	
						FUEL				
		37.23	CASEYS RAMSEY		96664	APR 19 COMDATA	0311.6223		GASOLINE	
						FUEL				
		32.08	CASEYS RAMSEY		96664	APR 19 COMDATA	0311.6223		GASOLINE	
						FUEL				
		36.39	CASEYS RAMSEY		96664	APR 19 COMDATA	0311.6223		GASOLINE	
						FUEL				
		64.61	CASEYS RAMSEY		96664	APR 19 COMDATA	0311.6223		GASOLINE	
						FUEL				
		28.25	CASEYS RAMSEY		96664	APR 19 COMDATA	0311.6223		GASOLINE	
						FUEL				
		41.88	CASEYS RAMSEY		96664	APR 19 COMDATA	0211.6223		GASOLINE	
						FUEL				
		35.52	CASEYS RAMSEY		96664	APR 19 COMDATA	0211.6223		GASOLINE	
						FUEL				
		34.89	CASEYS RAMSEY		96664	APR 19 COMDATA	0211.6223		GASOLINE	
						FUEL				
		35.32	CASEYS RAMSEY		96664	APR 19 COMDATA	0211.6223		GASOLINE	
						FUEL				
		39.28	CASEYS RAMSEY		96664	APR 19 COMDATA	0211.6223		GASOLINE	
						FUEL				
		25.58	CASEYS RAMSEY		96664	APR 19 COMDATA	0211.6223		GASOLINE	

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

5/9/2019 -- 12/31/2019

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
99051419	5/14/2019		108768 COMDATA NETWORK INC						Continued.
		10.32	CASEYS RAMSEY		96664	FUEL APR 19 COMDATA	0211.6223		GASOLINE
		25.34	CASEYS RAMSEY		96664	FUEL APR 19 COMDATA	0211.6223		GASOLINE
		35.94	CASEYS RAMSEY		96664	FUEL APR 19 COMDATA	0211.6223		GASOLINE
		38.42	CASEYS RAMSEY		96664	FUEL APR 19 COMDATA	0211.6223		GASOLINE
		18.19	CASEYS RAMSEY		96664	FUEL APR 19 COMDATA	0211.6223		GASOLINE
		36.05	CASEYS RAMSEY		96664	FUEL APR 19 COMDATA	0211.6223		GASOLINE
		26.65	CASEYS RAMSEY		96664	FUEL APR 19 COMDATA	0211.6223		GASOLINE
		25.70	CASEYS RAMSEY		96664	FUEL APR 19 COMDATA	0211.6223		GASOLINE
		9.79	CASEYS RAMSEY		96664	FUEL APR 19 COMDATA	0211.6223		GASOLINE
		35.58	CASEYS RAMSEY		96664	FUEL APR 19 COMDATA	0211.6223		GASOLINE
		34.01	CASEYS RAMSEY		96664	FUEL APR 19 COMDATA	0211.6223		GASOLINE
		23.10	CASEYS RAMSEY		96664	FUEL APR 19 COMDATA	0211.6223		GASOLINE
		23.48	CASEYS RAMSEY		96664	FUEL APR 19 COMDATA	0211.6223		GASOLINE
		41.06	CASEYS RAMSEY		96664	FUEL APR 19 COMDATA	0211.6223		GASOLINE
		24.69	CASEYS RAMSEY		96664	FUEL APR 19 COMDATA	0211.6223		GASOLINE
		39.29	CASEYS RAMSEY		96664	FUEL APR 19 COMDATA	0211.6223		GASOLINE
		26.91	CASEYS RAMSEY		96664	FUEL APR 19 COMDATA	0211.6223		GASOLINE
		31.43	CASEYS RAMSEY		96664	FUEL APR 19 COMDATA	0211.6223		GASOLINE
		25.79	CASEYS RAMSEY		96664	FUEL APR 19 COMDATA	0211.6223		GASOLINE
		16.58	CASEYS RAMSEY		96664	FUEL APR 19 COMDATA	0211.6223		GASOLINE
		15.04	CASEYS RAMSEY		96664	FUEL APR 19 COMDATA	0211.6223		GASOLINE
		30.12	CASEYS RAMSEY		96664	FUEL APR 19 COMDATA	0220.6223		GASOLINE
		20.48	CASEYS RAMSEY		96664	FUEL APR 19 COMDATA	0220.6223		GASOLINE
		17.77	CASEYS RAMSEY		96664	FUEL APR 19 COMDATA	0220.6223		GASOLINE
		19.85	CASEYS RAMSEY		96664	FUEL APR 19 COMDATA	0211.6223		GASOLINE
		19.62	CASEYS RAMSEY		96664	FUEL APR 19 COMDATA	0211.6223		GASOLINE
		26.81	CASEYS RAMSEY		96664	FUEL APR 19 COMDATA	0211.6223		GASOLINE

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

5/9/2019 - 12/31/2019

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
99051419	5/14/2019		108768 COMDATA NETWORK INC						Continued.
		39.01	CASEYS RAMSEY		96664	APR 19 COMDATA	0452.6223		GASOLINE
						FUEL			
		57.85	CASEYS RAMSEY		96664	APR 19 COMDATA	0452.6223		GASOLINE
						FUEL			
		42.86	CASEYS RAMSEY		96664	APR 19 COMDATA	0452.6223		GASOLINE
						FUEL			
		39.62	CASEYS RAMSEY		96664	APR 19 COMDATA	0311.6223		GASOLINE
						FUEL			
		48.50	CASEYS RAMSEY		96664	APR 19 COMDATA	0311.6223		GASOLINE
						FUEL			
		33.20	CASEYS RAMSEY		96664	APR 19 COMDATA	0211.6223		GASOLINE
						FUEL			
		40.94	CASEYS RAMSEY		96664	APR 19 COMDATA	0211.6223		GASOLINE
						FUEL			
		33.04	CASEYS RAMSEY		96664	APR 19 COMDATA	0211.6223		GASOLINE
						FUEL			
		21.82	CASEYS RAMSEY		96664	APR 19 COMDATA	0211.6223		GASOLINE
						FUEL			
		25.91	CASEYS RAMSEY		96664	APR 19 COMDATA	0211.6223		GASOLINE
						FUEL			
		32.84	HOLIDAY STATIONS		96664	APR 19 COMDATA	0211.6223		GASOLINE
						FUEL			
		32.75	HOLIDAY STATIONS		96664	APR 19 COMDATA	0301.6223		GASOLINE
						FUEL			
		63.00	HOLIDAY STATIONS		96664	APR 19 COMDATA	0452.6223		GASOLINE
						FUEL			
		65.00	HOLIDAY STATIONS		96664	APR 19 COMDATA	0311.6223		GASOLINE
						FUEL			
		60.09	HOLIDAY STATIONS		96664	APR 19 COMDATA	0220.6223		GASOLINE
						FUEL			
		43.09	HOLIDAY STATIONS		96664	APR 19 COMDATA	0220.6223		GASOLINE
						FUEL			
		69.47	HOLIDAY STATIONS		96664	APR 19 COMDATA	0452.6223		GASOLINE
						FUEL			
		44.26	HOLIDAY STATIONS		96664	APR 19 COMDATA	0211.6223		GASOLINE
						FUEL			
		60.84	HOLIDAY STATIONS		96664	APR 19 COMDATA	0301.6223		GASOLINE
						FUEL			
		16.84	HOLIDAY STATIONS		96664	APR 19 COMDATA	0211.6223		GASOLINE
						FUEL			
		51.18	HOLIDAY STATIONS		96664	APR 19 COMDATA	0211.6223		GASOLINE
						FUEL			
		49.72	HOLIDAY STATIONS		96664	APR 19 COMDATA	0211.6223		GASOLINE
						FUEL			
		50.54	HOLIDAY STATIONS		96664	APR 19 COMDATA	0211.6223		GASOLINE
						FUEL			
		38.81	HOLIDAY STATIONS		96664	APR 19 COMDATA	0211.6223		GASOLINE
						FUEL			
		23.50	HOLIDAY STATIONS		96664	APR 19 COMDATA	0211.6223		GASOLINE
						FUEL			
		57.12	HOLIDAY STATIONS		96664	APR 19 COMDATA	0211.6223		GASOLINE
						FUEL			
		57.63	HOLIDAY STATIONS		96664	APR 19 COMDATA	0211.6223		GASOLINE

CITY OF RAMSEY
 Council Check Register by GL
 Council Check Register and Summary
 5/9/2019 -- 12/31/2019

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
99051419	5/14/2019		108768 COMDATA NETWORK INC						Continued.
		34.07	HOLIDAY STATIONS		96664	FUEL APR 19 COMDATA	0211.6223		GASOLINE
		35.24	HOLIDAY STATIONS		96664	FUEL APR 19 COMDATA	0211.6223		GASOLINE
		34.53	HOLIDAY STATIONS		96664	FUEL APR 19 COMDATA	0211.6223		GASOLINE
		20.70	HOLIDAY STATIONS		96664	FUEL APR 19 COMDATA	0211.6223		GASOLINE
		40.29	HOLIDAY STATIONS		96664	FUEL APR 19 COMDATA	0211.6223		GASOLINE
		39.32	HOLIDAY STATIONS		96664	FUEL APR 19 COMDATA	0211.6223		GASOLINE
		27.11	HOLIDAY STATIONS		96664	FUEL APR 19 COMDATA	0211.6223		GASOLINE
		40.10	HOLIDAY STATIONS		96664	FUEL APR 19 COMDATA	0211.6223		GASOLINE
		21.32	HOLIDAY STATIONS		96664	FUEL APR 19 COMDATA	0211.6223		GASOLINE
		28.90	HOLIDAY STATIONS		96664	FUEL APR 19 COMDATA	0211.6223		GASOLINE
		28.08	HOLIDAY STATIONS		96664	FUEL APR 19 COMDATA	0211.6223		GASOLINE
		52.32	HOLIDAY STATIONS		96664	FUEL APR 19 COMDATA	0452.6223		GASOLINE
		59.31	HOLIDAY STATIONS		96664	FUEL APR 19 COMDATA	0452.6223		GASOLINE
		40.87	HOLIDAY STATIONS		96664	FUEL APR 19 COMDATA	0452.6223		GASOLINE
		30.79	HOLIDAY STATIONS		96664	FUEL APR 19 COMDATA	0452.6223		GASOLINE
		.08	HOLIDAY STATIONS		96664	FUEL APR 19 COMDATA	0452.6223		GASOLINE
		47.07	HOLIDAY STATIONS		96664	FUEL APR 19 COMDATA	0452.6223		GASOLINE
		28.98	HOLIDAY STATIONS		96664	FUEL APR 19 COMDATA	0311.6223		GASOLINE
		78.42	HOLIDAY STATIONS		96664	FUEL APR 19 COMDATA	0452.6223		GASOLINE
		43.15	HOLIDAY STATIONS		96664	FUEL APR 19 COMDATA	0211.6223		GASOLINE
		43.01	HOLIDAY STATIONS		96664	FUEL APR 19 COMDATA	0211.6223		GASOLINE
		37.41	HOLIDAY STATIONS		96664	FUEL APR 19 COMDATA	0211.6223		GASOLINE
		19.49	HOLIDAY STATIONS		96664	FUEL APR 19 COMDATA	0211.6223		GASOLINE
		36.54	KWIK TRIP		96664	FUEL APR 19 COMDATA	0211.6223		GASOLINE
		41.06	KWIK TRIP		96664	FUEL APR 19 COMDATA	0211.6223		GASOLINE
		32.10	LITTLE DUKES RAMSEY		96664	FUEL APR 19 COMDATA	0211.6223		GASOLINE
		17.18	LITTLE DUKES RAMSEY		96664	FUEL APR 19 COMDATA	0211.6223		GASOLINE

CITY OF RAMSEY
 Council Check Register by GL
 Council Check Register and Summary
 5/9/2019 - 12/31/2019

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
99051419	5/14/2019		108768 COMDATA NETWORK INC						Continued.
						FUEL			
		33.72	LITTLE DUKES RAMSEY		96664	APR 19 COMDATA	0211.6223		GASOLINE
						FUEL			
		33.17	LITTLE DUKES RAMSEY		96664	APR 19 COMDATA	0211.6223		GASOLINE
						FUEL			
		24.07	LITTLE DUKES RAMSEY		96664	APR 19 COMDATA	0211.6223		GASOLINE
						FUEL			
		62.28	LITTLE DUKES RAMSEY		96664	APR 19 COMDATA	0211.6223		GASOLINE
						FUEL			
		24.02	LITTLE DUKES RAMSEY		96664	APR 19 COMDATA	0211.6223		GASOLINE
						FUEL			
		20.56	LITTLE DUKES RAMSEY		96664	APR 19 COMDATA	0220.6223		GASOLINE
						FUEL			
		28.21	LITTLE DUKES RAMSEY		96664	APR 19 COMDATA	0211.6223		GASOLINE
						FUEL			
		23.11	LITTLE DUKES RAMSEY		96664	APR 19 COMDATA	0194.6223		GASOLINE
						FUEL			
		57.21	LITTLE DUKES RAMSEY		96664	APR 19 COMDATA	0220.6223		GASOLINE
						FUEL			
		49.56	LITTLE DUKES RAMSEY		96664	APR 19 COMDATA	0220.6225		DIESEL FUEL
						FUEL			
		31.08	LITTLE DUKES RAMSEY		96664	APR 19 COMDATA	0211.6223		GASOLINE
						FUEL			
		26.22	LITTLE DUKES RAMSEY		96664	APR 19 COMDATA	0220.6223		GASOLINE
						FUEL			
		20.77	LITTLE DUKES RAMSEY		96664	APR 19 COMDATA	0194.6223		GASOLINE
						FUEL			
		38.23	LITTLE DUKES RAMSEY		96664	APR 19 COMDATA	0194.6223		GASOLINE
						FUEL			
		38.20	LITTLE DUKES RAMSEY		96664	APR 19 COMDATA	0220.6225		DIESEL FUEL
						FUEL			
		56.90	LITTLE DUKES RAMSEY		96664	APR 19 COMDATA	0211.6223		GASOLINE
						FUEL			
		55.19	LITTLE DUKES RAMSEY		96664	APR 19 COMDATA	0220.6223		GASOLINE
						FUEL			
		37.69	LITTLE DUKES RAMSEY		96664	APR 19 COMDATA	0240.6223		GASOLINE
						FUEL			
		40.02	LITTLE DUKES RAMSEY		96664	APR 19 COMDATA	0240.6223		GASOLINE
						FUEL			
		41.99	LITTLE DUKES RAMSEY		96664	APR 19 COMDATA	0211.6223		GASOLINE
						FUEL			
		19.80	LITTLE DUKES RAMSEY		96664	APR 19 COMDATA	0211.6223		GASOLINE
						FUEL			
		30.18	LITTLE DUKES RAMSEY		96664	APR 19 COMDATA	0220.6223		GASOLINE
						FUEL			
		25.82	LITTLE DUKES RAMSEY		96664	APR 19 COMDATA	0211.6223		GASOLINE
						FUEL			
		34.04	LITTLE DUKES RAMSEY		96664	APR 19 COMDATA	0240.6223		GASOLINE
						FUEL			
		21.13	LITTLE DUKES RAMSEY		96664	APR 19 COMDATA	0211.6223		GASOLINE
						FUEL			
		29.00	LITTLE DUKES RAMSEY		96664	APR 19 COMDATA	0211.6223		GASOLINE
						FUEL			
		60.06	LITTLE DUKES RAMSEY		96664	APR 19 COMDATA	0211.6223		GASOLINE

CITY OF RAMSEY
 Council Check Register by GL
 Council Check Register and Summary
 5/9/2019 -- 12/31/2019

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
99051419	5/14/2019		108768 COMDATA NETWORK INC						Continued.
		30.73	LITTLE DUKES RAMSEY		96664	FUEL APR 19 COMDATA	0211.6223		GASOLINE
		59.10	LITTLE DUKES RAMSEY		96664	FUEL APR 19 COMDATA	0211.6223		GASOLINE
		22.12	LITTLE DUKES RAMSEY		96664	FUEL APR 19 COMDATA	0211.6223		GASOLINE
		35.94	LITTLE DUKES RAMSEY		96664	FUEL APR 19 COMDATA	0211.6223		GASOLINE
		56.01	LITTLE DUKES RAMSEY		96664	FUEL APR 19 COMDATA	0220.6223		GASOLINE
		59.36	LITTLE DUKES RAMSEY		96664	FUEL APR 19 COMDATA	0220.6223		GASOLINE
		22.75	LITTLE DUKES RAMSEY		96664	FUEL APR 19 COMDATA	0211.6223		GASOLINE
		31.33	LITTLE DUKES RAMSEY		96664	FUEL APR 19 COMDATA	0211.6223		GASOLINE
		44.63	LITTLE DUKES RAMSEY		96664	FUEL APR 19 COMDATA	0211.6223		GASOLINE
		45.75	LITTLE DUKES RAMSEY		96664	FUEL APR 19 COMDATA	0211.6223		GASOLINE
		30.66	LITTLE DUKES RAMSEY		96664	FUEL APR 19 COMDATA	0211.6223		GASOLINE
		51.62	LITTLE DUKES RAMSEY		96664	FUEL APR 19 COMDATA	0211.6223		GASOLINE
		27.36	LITTLE DUKES RAMSEY		96664	FUEL APR 19 COMDATA	0211.6223		GASOLINE
		21.72	LITTLE DUKES RAMSEY		96664	FUEL APR 19 COMDATA	0211.6223		GASOLINE
		34.59	LITTLE DUKES RAMSEY		96664	FUEL APR 19 COMDATA	0211.6223		GASOLINE
		16.42	LITTLE DUKES RAMSEY		96664	FUEL APR 19 COMDATA	0211.6223		GASOLINE
		30.74	LITTLE DUKES RAMSEY		96664	FUEL APR 19 COMDATA	0211.6223		GASOLINE
		24.58	LITTLE DUKES RAMSEY		96664	FUEL APR 19 COMDATA	0211.6223		GASOLINE
		30.80	LITTLE DUKES RAMSEY		96664	FUEL APR 19 COMDATA	0211.6223		GASOLINE
		15.65	LITTLE DUKES RAMSEY		96664	FUEL APR 19 COMDATA	0211.6223		GASOLINE
		30.65	LITTLE DUKES RAMSEY		96664	FUEL APR 19 COMDATA	0211.6223		GASOLINE
		24.58	LITTLE DUKES RAMSEY		96664	FUEL APR 19 COMDATA	0211.6223		GASOLINE
		26.16	LITTLE DUKES RAMSEY		96664	FUEL APR 19 COMDATA	0211.6223		GASOLINE
		16.68	LITTLE DUKES RAMSEY		96664	FUEL APR 19 COMDATA	0211.6223		GASOLINE
		37.30	LITTLE DUKES RAMSEY		96664	FUEL APR 19 COMDATA	0211.6223		GASOLINE
		40.60	LITTLE DUKES RAMSEY		96664	FUEL APR 19 COMDATA	0211.6223		GASOLINE
		39.56	LITTLE DUKES RAMSEY		96664	FUEL APR 19 COMDATA	0211.6223		GASOLINE

CITY OF RAMSEY
 Council Check Register by GL
 Council Check Register and Summary
 5/9/2019 -- 12/31/2019

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
99051419	5/14/2019		108768 COMDATA NETWORK INC						Continued.
		35.52	LITTLE DUKES RAMSEY		96664	APR 19 COMDATA	0211.6223		GASOLINE
						FUEL			
		22.46	LITTLE DUKES RAMSEY		96664	APR 19 COMDATA	0211.6223		GASOLINE
						FUEL			
		22.16	LITTLE DUKES RAMSEY		96664	APR 19 COMDATA	0211.6223		GASOLINE
						FUEL			
		12.65	LITTLE DUKES RAMSEY		96664	APR 19 COMDATA	0211.6223		GASOLINE
						FUEL			
		32.24	LITTLE DUKES RAMSEY		96664	APR 19 COMDATA	0211.6223		GASOLINE
						FUEL			
		19.79	LITTLE DUKES RAMSEY		96664	APR 19 COMDATA	0211.6223		GASOLINE
						FUEL			
		16.79	LITTLE DUKES RAMSEY		96664	APR 19 COMDATA	0211.6223		GASOLINE
						FUEL			
		21.35	LITTLE DUKES RAMSEY		96664	APR 19 COMDATA	0211.6223		GASOLINE
						FUEL			
		14.72	LITTLE DUKES RAMSEY		96664	APR 19 COMDATA	0211.6223		GASOLINE
						FUEL			
		16.08	LITTLE DUKES RAMSEY		96664	APR 19 COMDATA	0211.6223		GASOLINE
						FUEL			
		23.53	LITTLE DUKES RAMSEY		96664	APR 19 COMDATA	0211.6223		GASOLINE
						FUEL			
		20.57	LITTLE DUKES RAMSEY		96664	APR 19 COMDATA	0211.6223		GASOLINE
						FUEL			
		16.07	LITTLE DUKES RAMSEY		96664	APR 19 COMDATA	0211.6223		GASOLINE
						FUEL			
		19.87	LITTLE DUKES RAMSEY		96664	APR 19 COMDATA	0211.6223		GASOLINE
						FUEL			
		26.89	LITTLE DUKES RAMSEY		96664	APR 19 COMDATA	0211.6223		GASOLINE
						FUEL			
		34.49	LITTLE DUKES RAMSEY		96664	APR 19 COMDATA	0211.6223		GASOLINE
						FUEL			
		16.99	LITTLE DUKES RAMSEY		96664	APR 19 COMDATA	0211.6223		GASOLINE
						FUEL			
		33.25	LITTLE DUKES RAMSEY		96664	APR 19 COMDATA	0211.6223		GASOLINE
						FUEL			
		14.28	LITTLE DUKES RAMSEY		96664	APR 19 COMDATA	0211.6223		GASOLINE
						FUEL			
		22.62	LITTLE DUKES RAMSEY		96664	APR 19 COMDATA	0211.6223		GASOLINE
						FUEL			
		28.48	LITTLE DUKES RAMSEY		96664	APR 19 COMDATA	0211.6223		GASOLINE
						FUEL			
		31.54	LITTLE DUKES RAMSEY		96664	APR 19 COMDATA	0211.6223		GASOLINE
						FUEL			
		25.53	LITTLE DUKES RAMSEY		96664	APR 19 COMDATA	0211.6223		GASOLINE
						FUEL			
		27.57	LITTLE DUKES RAMSEY		96664	APR 19 COMDATA	0211.6223		GASOLINE
						FUEL			
		26.27	LITTLE DUKES RAMSEY		96664	APR 19 COMDATA	0211.6223		GASOLINE
						FUEL			
		24.62	LITTLE DUKES RAMSEY		96664	APR 19 COMDATA	0211.6223		GASOLINE
						FUEL			
		33.77	LITTLE DUKES RAMSEY		96664	APR 19 COMDATA	0211.6223		GASOLINE

CITY OF RAMSEY
 Council Check Register by GL
 Council Check Register and Summary
 5/9/2019 - 12/31/2019

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
99051419	5/14/2019		108768 COMDATA NETWORK INC						Continued.
						FUEL			
		17.00	LITTLE DUKES RAMSEY		96664	APR 19 COMDATA	0211.6223		GASOLINE
						FUEL			
		32.48	LITTLE DUKES RAMSEY		96664	APR 19 COMDATA	0211.6223		GASOLINE
						FUEL			
		33.22	LITTLE DUKES RAMSEY		96664	APR 19 COMDATA	0211.6223		GASOLINE
						FUEL			
		39.95	LITTLE DUKES RAMSEY		96664	APR 19 COMDATA	0211.6223		GASOLINE
						FUEL			
		23.78	LITTLE DUKES RAMSEY		96664	APR 19 COMDATA	0211.6223		GASOLINE
						FUEL			
		29.71	LITTLE DUKES RAMSEY		96664	APR 19 COMDATA	0211.6223		GASOLINE
						FUEL			
		30.97	LITTLE DUKES RAMSEY		96664	APR 19 COMDATA	0211.6223		GASOLINE
						FUEL			
		18.71	LITTLE DUKES RAMSEY		96664	APR 19 COMDATA	0211.6223		GASOLINE
						FUEL			
		25.96	LITTLE DUKES RAMSEY		96664	APR 19 COMDATA	0211.6223		GASOLINE
						FUEL			
		29.23	LITTLE DUKES RAMSEY		96664	APR 19 COMDATA	0211.6223		GASOLINE
						FUEL			
		22.15	LITTLE DUKES RAMSEY		96664	APR 19 COMDATA	0211.6223		GASOLINE
						FUEL			
		36.27	LITTLE DUKES RAMSEY		96664	APR 19 COMDATA	0211.6223		GASOLINE
						FUEL			
		16.73	LITTLE DUKES RAMSEY		96664	APR 19 COMDATA	0211.6223		GASOLINE
						FUEL			
		24.23	LITTLE DUKES RAMSEY		96664	APR 19 COMDATA	0211.6223		GASOLINE
						FUEL			
		49.46	LITTLE DUKES RAMSEY		96664	APR 19 COMDATA	0194.6223		GASOLINE
						FUEL			
		39.55	LITTLE DUKES RAMSEY		96664	APR 19 COMDATA	0194.6223		GASOLINE
						FUEL			
		40.55	LITTLE DUKES RAMSEY		96664	APR 19 COMDATA	0194.6223		GASOLINE
						FUEL			
		31.30	LITTLE DUKES RAMSEY		96664	APR 19 COMDATA	0220.6223		GASOLINE
						FUEL			
		21.83	LITTLE DUKES RAMSEY		96664	APR 19 COMDATA	0220.6223		GASOLINE
						FUEL			
		20.54	LITTLE DUKES RAMSEY		96664	APR 19 COMDATA	0220.6223		GASOLINE
						FUEL			
		51.06	LITTLE DUKES RAMSEY		96664	APR 19 COMDATA	0452.6223		GASOLINE
						FUEL			
		103.02	LITTLE DUKES RAMSEY		96664	APR 19 COMDATA	0311.6223		GASOLINE
						FUEL			
		89.08	LITTLE DUKES RAMSEY		96664	APR 19 COMDATA	0452.6223		GASOLINE
						FUEL			
		45.38	LITTLE DUKES RAMSEY		96664	APR 19 COMDATA	0311.6223		GASOLINE
						FUEL			
		47.50	LITTLE DUKES RAMSEY		96664	APR 19 COMDATA	0311.6223		GASOLINE
						FUEL			
		16.10	LITTLE DUKES RAMSEY		96664	APR 19 COMDATA	0211.6223		GASOLINE
						FUEL			
		32.57	LITTLE DUKES RAMSEY		96664	APR 19 COMDATA	0211.6223		GASOLINE

CITY OF RAMSEY
 Council Check Register by GL
 Council Check Register and Summary
 5/9/2019 -- 12/31/2019

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
99051419	5/14/2019		108768 COMDATA NETWORK INC						Continued.
						FUEL			
		33.06	LITTLE DUKES RAMSEY		96664	APR 19 COMDATA	0211.6223		GASOLINE
						FUEL			
		34.65	LITTLE DUKES RAMSEY		96664	APR 19 COMDATA	0211.6223		GASOLINE
						FUEL			
		33.12	LITTLE DUKES RAMSEY		96664	APR 19 COMDATA	0211.6223		GASOLINE
						FUEL			
		28.62	LITTLE DUKES RAMSEY		96664	APR 19 COMDATA	0211.6223		GASOLINE
						FUEL			
		3.35	LITTLE DUKES RAMSEY		96664	APR 19 COMDATA	0211.6223		GASOLINE
						FUEL			
		15.18	LITTLE DUKES RAMSEY		96664	APR 19 COMDATA	0211.6223		GASOLINE
						FUEL			
		34.35	LITTLE DUKES RAMSEY		96664	APR 19 COMDATA	0211.6223		GASOLINE
						FUEL			
		47.95	RAMSEY MARKET		96664	APR 19 COMDATA	0240.6223		GASOLINE
						FUEL			
		28.00	SPEEDWAY		96664	APR 19 COMDATA	0211.6223		GASOLINE
						FUEL			
		34.77	SUPERAMERICA		96664	APR 19 COMDATA	0211.6223		GASOLINE
						FUEL			
		34.00	SUPERAMERICA		96664	APR 19 COMDATA	0211.6223		GASOLINE
						FUEL			
		36.83	SUPERAMERICA		96664	APR 19 COMDATA	0220.6223		GASOLINE
						FUEL			
		41.27	SUPERAMERICA		96664	APR 19 COMDATA	0211.6223		GASOLINE
						FUEL			
		45.06	SUPERAMERICA		96664	APR 19 COMDATA	0211.6223		GASOLINE
						FUEL			
		33.26	SUPERAMERICA		96664	APR 19 COMDATA	0211.6223		GASOLINE
						FUEL			
		61.54	CASEYS RAMSEY		96664	APR 19 COMDATA	9601.6223		GASOLINE
						FUEL			
		71.60	CASEYS RAMSEY		96664	APR 19 COMDATA	9601.6223		GASOLINE
						FUEL			
		50.58	CASEYS RAMSEY		96664	APR 19 COMDATA	9601.6223		GASOLINE
						FUEL			
		59.25	CASEYS RAMSEY		96664	APR 19 COMDATA	9601.6223		GASOLINE
						FUEL			
		54.90	CASEYS RAMSEY		96664	APR 19 COMDATA	9601.6223		GASOLINE
						FUEL			
		49.08	LITTLE DUKES RAMSEY		96664	APR 19 COMDATA	9601.6223		GASOLINE
						FUEL			
		60.01	LITTLE DUKES RAMSEY		96664	APR 19 COMDATA	9601.6223		GASOLINE
						FUEL			
		52.68	LITTLE DUKES RAMSEY		96664	APR 19 COMDATA	9601.6223		GASOLINE
						FUEL			
		57.61	LITTLE DUKES RAMSEY		96664	APR 19 COMDATA	9601.6223		GASOLINE
						FUEL			
		64.32	BILL'S SUPERETTE		96664	APR 19 COMDATA	9602.6223		GASOLINE
						FUEL			
		71.15	BILL'S SUPERETTE		96664	APR 19 COMDATA	9602.6223		GASOLINE
						FUEL			
		80.80	BILL'S SUPERETTE		96664	APR 19 COMDATA	9602.6223		GASOLINE

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

5/9/2019 -- 12/31/2019

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
99051419	5/14/2019		108768 COMDATA NETWORK INC						Continued.
		79.70	HOLIDAY STATIONS		96664	APR 19 COMDATA	9602.6223		GASOLINE
						FUEL			
		50.40	HOLIDAY STATIONS		96664	APR 19 COMDATA	9602.6223		GASOLINE
						FUEL			
		87.55	LITTLE DUKES RAMSEY		96664	APR 19 COMDATA	9602.6223		GASOLINE
						FUEL			
		<u>23,076.36</u>							
99051619	5/16/2019		107885 DEPARTMENT OF LABOR AND INDUSTRY						
		2,497.16	April Surcharges		96568	04302019	9101.2081		SURCHARGES-PERMITS
		49.94	April Surcharges		96568	04302019	9101.4604		SURCHARGES
		<u>2,447.22</u>							
99051719	5/17/2019		100629 MN DEPT OF REV SALES TX						
		112.50	April Sale/Use Tax		96569	04302019	9101.4305		RENTAL FEES
		5.99	April Sale/Use Tax		96569	04302019	9101.4328		ACCIDENT REPORTS
		5.63	April Sale/Use Tax		96569	04302019	9101.4308		SALES OF MAPS & PUBLI
		.48	April Sale/Use Tax		96569	04302019	9101.4609		OTHER MISCELLANEOUS
		721.15	April Sale/Use Tax		96569	04302019	9601.2082		SALES/USE TAX PAYABLE
		3,159.85	April Sale/Use Tax		96569	04302019	9601.2082		SALES/USE TAX PAYABLE
		140.36	April Sale/Use Tax		96569	04302019	9601.2085		ANOKA COUNTY TRANSI
		<u>4,145.00</u>							
99134421	5/17/2019		100223 ICMA RETIREMENT TRUST 457						
		2,333.53			96688	0516191439451	9101.2175		DEFERRED COMPENSAT
		<u>2,333.53</u>							
99607220	5/17/2019		114790 GREAT WEST LIFE AND ANNUITY INS CO						
		8,157.20			96691	05161914394512	9101.2175		DEFERRED COMPENSAT
		<u>8,157.20</u>							
99609338	5/17/2019		114790 GREAT WEST LIFE AND ANNUITY INS CO						
		3,072.51			96692	05161914394513	9101.2176		LIFE/HEALTH-EMPLOYEE
		<u>3,072.51</u>							
99724519	5/17/2019		114486 SUN LIFE ASSURANCE COMPANY OF CANADA						
		854.48			96472	05021910183811	9101.2176		LIFE/HEALTH-EMPLOYEE
		903.32			96690	05161914394511	9101.2176		LIFE/HEALTH-EMPLOYEE
		12.25	Hedburg May Life		96690	05161914394511	9101.2176		LIFE/HEALTH-EMPLOYEE
		872.13	LTD		96690	05161914394511	9101.2170		DENTAL/DISABILITY/LIFE
		147.00	2018 Life Insurance		96690	05161914394511	0130.6315		MISCELLANEOUS PROFE
		101.15	COBRA Life		96690	05161914394511	9101.2176		LIFE/HEALTH-EMPLOYEE
		<u>2,890.33</u>							
		<u>329,683.98</u>	Grand Total						

Payment Instrument Totals

Checks	128,597.31
EFT Payments	165,188.38
A/P ACH Payment	<u>35,898.29</u>
Total Payments	329,683.98

R04570

CITY OF RAMSEY
Create Payment Control Groups

Payment Group Control Number 2875
 Bank Account 999.1010 CASH IN BANK 00002224
 Version LOGIS004V
 Originator JLIPSKI
 Payment Instrument Check Payment
 Pay Through Date 12/31/2019

Payee	Stub	Document	Due	Invoice	Payment				
Number	Name / Mailing Address	Ty	Number	Item	Co	Date	Number	Amount	
110789	4IMPRINT	SAFETY CAMP-SHORTY ALUM SPORT	PV	96809	001	09290	5/8/2019	7309405	517.74
	4IMPRINT							Summary Total	517.74
	P O BOX 320							Payment Amount	517.74
	101 COMMERCE STREET								
	QSHKOSH WI 54901								
100017	AIRGAS USA, LLC	MISC GASES	PV	96735	001	09101	4/30/2019	9961257780	30.40
	AIRGAS USA LLC							Summary Total	30.40
	P O BOX 802576							Payment Amount	30.40
	CHICAGO IL 60680-2576								
110744	ALLINA HEALTH SYSTEM	QTR INVOICE APRIL 2019	PV	96810	001	09101	4/30/2019	1110025343	1,894.31
	ALLINA HEALTH SYSTEM							Summary Total	1,894.31
	LAWSON MISC BILLING							Payment Amount	1,894.31
	NW 7710								
	P O BOX 9383								
	MINNEAPOLIS MN 55440-9383								
102953	AMERIGAS OF ANOKA	PROPANE	PV	96736	001	09101	5/7/2019	648670437	105.24
	AMERIGAS OF ANOKA							Summary Total	105.24
	P O BOX 371473							Payment Amount	105.24
	PITTSBURGH PA 15250-7473								
100026	ANDERSON IRRIGATION	REPAIRS- ELMCREST PARK	PV	96702	001	09101	5/10/2019	07-8412	427.46
	ANDERSON IRRIGATION	REPAIRS- ELMCREST PARK	PV	96702	002	09101	5/10/2019	07-8412	1,388.75
								Summary Total	1,816.21
	3200 MAIN STREET NE SUITE 240							Payment Amount	156.89
	MINNEAPOLIS MN 55448	REPAIRS ALPINE PARK	PV	96703	001	09101	5/8/2019	07-8392	337.50
		REPAIRS ALPINE PARK	PV	96703	002	09101	5/8/2019	07-8392	337.50
								Summary Total	494.39
		ALPINE PARK- DOG	PV	96704	001	09101	5/8/2019	07-8393	7.79
		PARK REPAIRS						Payment Amount	32.50
		ALPINE PARK- DOG	PV	96704	002	09101	5/8/2019	07-8393	32.50

CITY OF RAMSEY
Create Payment Control Groups

Payment Group Control Number 2875
 Bank Account 999,1010 CASH IN BANK 00002224
 Version LOGIS004V
 Originator JLIPSKI
 Payment Instrument Check Payment
 Pay Through Date 12/31/2019

Payee	Stub	Document	Due	Invoice	Payment
Number	Name / Mailing Address	Ty Number Itm Co	Date	Number	Amount
PARK REPAIRS					
Summary Total					40.29
	REPAIRS- THE DRAW PARK	PV 96705 001 09101	5/8/2019	07-8396	4.62
	REPAIRS- THE DRAW PARK	PV 96705 002 09101	5/8/2019	07-8396	620.00
Summary Total					624.62
	REPAIRS- CITY HALL	PV 96706 001 09101	5/10/2019	07-8409	456.21
	REPAIRS- CITY HALL	PV 96706 002 09101	5/10/2019	07-8409	300.00
Summary Total					756.21
	ALPINE PARK START UP	PV 96707 001 09101	5/8/2019	07-8391	1.90
	ALPINE PARK START UP	PV 96707 002 09101	5/8/2019	07-8391	690.00
Summary Total					691.90
	SUNWOOD ROUND ABOUT	PV 96708 001 09101	5/10/2019	07-8410	54.11
	SUNWOOD ROUND ABOUT	PV 96708 002 09101	5/10/2019	07-8410	411.25
Summary Total					465.36
	SUNWOOD DR	PV 96709 001 09101	5/10/2019	07-8411	26.99
	SUNWOOD DR	PV 96709 002 09101	5/10/2019	07-8411	300.00
Summary Total					326.99
	FERT- CH, NORTH COMMONS, DRAW	PV 96737 001 09101	5/6/2019	07-8377	1,602.64
Summary Total					1,602.64
	PARKS SPRING START UP	PV 96764 001 09101	5/8/2019	07-8395	3,065.00
Summary Total					3,065.00
Payment Amount					9,883.61
100046 ANOKA COUNTY SHERIFF'S OFFICE	PAPERS SERVED	PV 96710 001 09101	5/8/2019	19001969	70.00
Summary Total					70.00
Payment Amount					70.00
100052 ANOKA POLICE DEPARTMENT	APRIL 19 ANIMAL CONTAINMENT	PV 96811 001 09101	5/6/2019	050619	150.00
Summary Total					150.00
Payment Amount					

R04570

CITY OF RAMSEY
Create Payment Control Groups

Payment Group Control Number 2875
 Bank Account 999.1010 CASH IN BANK 00002224
 Version LOGIS004V
 Originator JLIPSKI
 Payment Instrument Check Payment
 Pay Through Date 12/31/2019

Payee	Stub	Document	Due	Invoice	Payment
Number	Name / Mailing Address	Ty Number	Date	Number	Amount
					150.00
100063	ASPEN MILLS	PV 96812 001 09101	5/9/2019	236776	353.30
	K. SKINNER RESERV MISC				
	Summary Total				353.30
	8201 C CENTRAL AVE NE	PV 96813 001 09101	5/9/2019	236777	104.85
	A. PIPENHAGEN MISC				
	Summary Total				104.85
	Payment Amount				458.15
	SPRING LAKE PARK MN 55432				
108513	BLAINE LOCK AND SAFE INC	PV 96766 001 09101	4/26/2019	22402	117.50
	REPAIR LOCK AT ELMCREST PRK				
	Summary Total				117.50
	BLAINE LOCK AND SAFE INC	PV 96767 001 09101	5/7/2019	22573	613.75
	12052 CENTRAL AVE NE				
	THE DRAW- ELECTRIC LOCK				
	Summary Total				613.75
	Payment Amount				731.25
	BLAINE MN 55434				
100086	BLUE VELVET INC	PV 96738 001 09101	5/6/2019	050619A	149.75
	FIRE DEPT WASHES MAY 2019				
	Summary Total				149.75
	Payment Amount				149.75
	BLUE VELVET INC				
	14101 ST FRANCIS BLVD NW				
	RAMSEY MN 55303				
116439	CANTEEN VENDING	PV 96741 001 09101	5/7/2019	141780000059773	186.00
	COFFEE				
	Summary Total				186.00
	Payment Amount				186.00
	CANTEEN VENDING				
	P O BOX 91337				
	CHICAGO IL 60693-1337				
100297	CENTERPOINT ENERGY	PV 96744 001 09101	5/9/2019	6702493-5 APR 19	1,635.11
	7550 SUNWOOD DR NW				
	Summary Total				1,635.11
	CENTERPOINT ENERGY	PV 96745 001 09410	5/9/2019	6011580-5 APR 19	117.87
	P O BOX 4671				
	6701 HIWAY 10				
	Summary Total				117.87
	HOUSTON TX 77210-4671	PV 96768 001 09601	5/9/2019	8782239-1 APR 19	52.30
	14515 E TOWN CENTER DR				
	Summary Total				52.30
	Payment Amount				226.17
	5650 ALPINE DR NW	PV 96814 001 09101	5/9/2019	5961540-1 APR 19	

R04570

CITY OF RAMSEY
Create Payment Control Groups

Payment Group Control Number 2875
 Bank Account 999,1010 CASH IN BANK 00002224
 Version LOGIS004V
 Originator JLIPSKI
 Payment Instrument Check Payment
 Pay Through Date 12/31/2019

Payee	Stub	Document	Due	Invoice	Payment
Number	Name / Mailing Address	Ty Number Itm Co	Date	Number	Amount
		Summary Total			226.17
	15050 ARMSTRONG BLVD	PV 96815 001 09101	5/9/2019	5914352-9 APR 19	109.56
		Summary Total			109.56
		Payment Amount			2,141.01
106670	CENTRAL POWER DISTRIBUTORS INC	MOWER LUBRICANTS	PV 96743 001 09101	5/8/2019 19-809522	33.84
	CENTRAL POWER DISTRIBUTORS INC		Summary Total		33.84
	3801 THURSTON AVENUE	HEAVY DUTY BLADES-MOWER	PV 96769 001 09101	5/17/2019 19-822071	90.79
	ANOKA MN 55303		Summary Total		90.79
			Payment Amount		124.63
108228	COBORN'S INC	B. HAYFT FUNERAL	PV 96712 001 09101	4/30/2019 103410880	51.41
	COBORN'S INC		Summary Total		51.41
	1921 COBORN BLVD				
	ST CLOUD MN 56301		Payment Amount		51.41
100122	COOP'S LOCKSMITH SERVICES	12 KEYS	PV 96713 001 09101	4/18/2019 50758	180.00
	COOP'S LOCKSMITH SERVICES		Summary Total		180.00
	220 WEST MAIN STREET				
	ANOKA MN 55303		Payment Amount		180.00
100124	COTTEN'S INC	RELAY	PV 96714 001 09101	5/10/2019 399492	49.87
	COTTEN'S INC		Summary Total		49.87
	733 EAST RIVER ROAD				
	ANOKA MN 55303		Payment Amount		49.87
106065	DIVERSIFIED TEXTURING AND ENGRAVING	TAGS/PLATES ENGRAVED	PV 96820 001 09101	5/7/2019 874	123.50
	DIVERSIFIED TEXTURING AND ENGRAVING		Summary Total		123.50
	1609 99TH LANE NE				
	BLAINE MN 55449-4430		Payment Amount		

R04570

CITY OF RAMSEY
Create Payment Control Groups

Payment Group Control Number 2875
 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	Item	Co	Due Date	Invoice Number	Payment Amount
									123.50
100624	DLT SOLUTIONS INC	ANNUAL SUB 2019-2020	PV	96772	001	09101	5/20/2019	4744329A	3,160.50
	DLT SOLUTIONS INC 2411 DULLES CORNER PARK SUITE 800 HERNDON VA 20171								Summary Total 3,160.50
									Payment Amount 3,160.50
109416	DUSTBUSTER'S PAVEMENT SWEEPING, LLC	PARKING RAMP-SWEEPING	PV	96747	001	09240	4/29/2019	213035	750.00
	DUSTBUSTER'S PAVEMENT SWEEPING, LLC P O BOX 603 ANOKA MN 55303								Summary Total 750.00
									Payment Amount 750.00
104267	ELITE SANITATION	5/6/19 RECYCLE DAYS	PV	96773	001	09604	5/6/2019	25664	92.00
	ELITE SANITATION PO BOX 526 ELK RIVER MN 55330								Summary Total 92.00
									Payment Amount 92.00
100169	EMERGENCY APPARATUS MAINTENANCE INC	WORK ON 560	PV	96748	001	09101	5/2/2019	105762	305.64
	EMERGENCY APPARATUS MAINTENANCE INC 7512 4TH AVENUE LINO LAKES MN 55014	REPAIR 560	PV	96821	001	09101	5/16/2019	106191	Summary Total 305.64 2,249.53
									Payment Amount 2,555.17
116786	EVENT ARCHITECTS	FINAL PYMT 19 BIZ EXPO	PV	96795	001	09230	5/15/2019	RBE-040619-3	152.00
	EVENT ARCHITECTS 3147 WEBSTER AVENUE S ST LOUIS PARK MN 55416								Summary Total 152.00
									Payment Amount 152.00
100143	FERGUSON WATERWORKS # 2516	WATER METERS	PV	96776	001	09601	5/6/2019	0320888	20,069.00

R04570

CITY OF RAMSEY
Create Payment Control Groups

Payment Group Control Number 2875
 Bank Account 999,1010 CASH IN BANK 00002224
 Version LOGIS004V
 Originator JLIPSKI
 Payment Instrument Check 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
	FERGUSON WATERWORKS 2516			Summary Total					20,069.00
	P O BOX 802817	METER GASKETS	PV	96777	001	09601	5/9/2019	0324865	129.86
	CHICAGO IL 60680-2817			Summary Total					129.86
		METER SUPPLIES	PV	96778	001	09601	5/13/2019	0325377	403.48
				Summary Total					403.48
				Payment Amount					20,602.34
110388	FRATTALLONE'S ACE	BINDER TWINE	PV	96779	001	09101	5/20/2019	035629/J	16.49
	HARDWARE STORES			Summary Total					16.49
	FRATTALLONE'S ACE HARDWARE STORES			Payment Amount					16.49
	1203 COUNTY ROAD E WEST								
	ARDEN HILLS MN 55112-3738								
100204	GRAFIX SHOPPE	MISC FOR 395	PV	96825	001	09101	5/7/2019	127379	915.00
	GRAFIX SHOPPE			Summary Total					915.00
	3240 MIKE COLLINS DRIVE	AMERICAN FLAG/BL	PV	96826	001	09101	5/7/2019	127380	2,450.00
	EAGAN MN 55121	FILM 571		Summary Total					2,450.00
				Payment Amount					3,365.00
116933	GREAT PLAINS FIRE INC	CUTTER/SPREADER/RAM	PV	96852	001	09101	4/29/2019	5303	10,985.15
	GREAT PLAINS FIRE INC	CUTTER/SPREADER/RAM	PV	96852	002	09101	4/29/2019	5303	10,715.15
	17277 230TH STREET	CUTTER/SPREADER/RAM	PV	96852	003	09101	4/29/2019	5303	9,167.14
	FERGUS FALLS MN 56537			Summary Total					30,867.44
				Payment Amount					30,867.44
110568	GREEN VALLEY GREENHOUSE	HWY 47 SOUND WALL	PV	96783	001	09101	5/15/2019	700285-01	8,537.75
		PROJECT		Summary Total					8,537.75
	GREEN VALLEY GREENHOUSE			Payment Amount					8,537.75
	6530 GREEN VALLEY ROAD								
	RAMSEY MN 55303								
100211	HAWKINS INC	CHEMICALS	PV	96784	001	09601	5/13/2019	4496537	2,815.17
	HAWKINS INC			Summary Total					2,815.17
	P O BOX 860263			Payment Amount					2,815.17

CITY OF RAMSEY
Create Payment Control Groups

Payment Group Control Number 2875
 Bank Account 999,1010 CASH IN BANK 00002224
 Version LOGIS004V
 Originator JLIPSKI
 Payment Instrument Check Payment
 Pay Through Date 12/31/2019

Payee	Stub	Document	Due	Invoice	Payment			
Number	Name / Mailing Address	Ty	Number	Item	Co	Date	Number	Amount
MINNEAPOLIS MN 55486-0263								2,815.17
Payment Amount								2,815.17
103819	HELMETS R US	BK	96828	001	09290	5/2/2019	56299	1,157.75
HELMETS R US								1,157.75
2705 PACIFIC AVE								
TACOMA WA 98402								
Summary Total								1,157.75
Payment Amount								1,157.75
106324	INSPECTRON INC	BK	96786	001	09101	5/6/2019	050619	11,200.00
INSPECTRON INC								11,200.00
CODE COMPLIANCE INSPECTIONS								
15120 CHIPPENDALE AVE SUITE 202								
ROSEMOUNT MN 55068								
Summary Total								11,200.00
Payment Amount								11,200.00
100256	LANO EQUIPMENT INC	BK	96718	001	09101	5/9/2019	02-673418	195.00
I DAY RENTAL-5/9/19								
BOBCAT								
Summary Total								195.00
LANO EQUIPMENT INC								
6140 HIGHWAY 10 NW								
ANOKA MN 55303								
BPA- SHAFT BOBCAT								71.84
BPA- SHAFT BOBCAT								191.48
BPA- SHAFT BOBCAT								191.48
BPA- SHAFT BOBCAT								71.84
Summary Total								526.64
THROTTLE								43.67
CABLE-CEMENT SAW								
Summary Total								43.67
WACKER								1,790.00
Summary Total								1,790.00
BOBCAT- HYDRO LEAK								441.86
REPAIR								
BOBCAT- HYDRO LEAK								628.60
REPAIR								
BOBCAT- HYDRO LEAK								628.60
REPAIR								
BOBCAT- HYDRO LEAK								441.89
REPAIR								
Summary Total								2,140.95
Payment Amount								4,696.26

R04570

CITY OF RAMSEY
Create Payment Control Groups

Payment Group Control Number 2875
 Bank Account 999,1010 CASH IN BANK 00002224
 Version LOGIS004V
 Originator JLIPSKI
 Payment Instrument Check Payment
 Pay Through Date 12/31/2019

Number	Payee Name / Mailing Address	Stub Message	Document Ty	Number	Itm	Co	Due Date	Invoice Number	Payment Amount
100259	LEAGUE OF MN CITIES INS TRUST	4 CLAIMS	PV	96754	001	09702	5/1/2019	1001389 MAY 2019	1,745.78
	LEAGUE OF MN CITIES INS TRUST C/O BERKLEY RISK SERVICES INC P O BOX 581517 MINNEAPOLIS MN 55458-1517							Summary Total	1,745.78
								Payment Amount	1,745.78
		RE: C. HAYFT	PV	96755	001	09702	5/1/2019	00073372	381.83
								Summary Total	381.83
								Payment Amount	381.83
100265	LINKS AT NORTHFORK	DEP EDA GOLF TOURNEY 8/20/19	PV	96720	001	09230	5/14/2019	051419	250.00
	LINKS AT NORTHFORK 9333 - ALPINE DRIVE NW RAMSEY MN 55303							Summary Total	250.00
								Payment Amount	250.00
116886	MAXFIELD RESEARCH AND CONSULTING	HOUSING MARKET STUDY	PV	96808	001	09101	5/8/2019	16980	1,779.50
	MAXFIELD RESEARCH AND CONSULTING 7575 GOLDEN VALLEY ROAD # 385 GOLDEN VALLEY MN 55427							Summary Total	1,779.50
								Payment Amount	1,779.50
100276	MCFOA	4 MEMBERSHIPS 2019/2020	PV	96756	001	09101	5/13/2019	051319	180.00
	MCFOA							Summary Total	180.00
								Payment Amount	180.00
100341	MTI DISTRIBUTING INC	MISC PARTS	PV	96789	001	09101	5/17/2019	1212211-00	104.59
	MTI DISTRIBUTING INC SDS 12-1900							Summary Total	104.59
	P O BOX 86 MINNEAPOLIS MN 55486-1900	PUMP ASM	PV	96790	001	09101	5/16/2019	1212109-00	569.27
								Summary Total	569.27
								Payment Amount	

R04570

CITY OF RAMSEY
Create Payment Control Groups

Payment Group Control Number 2875
 Bank Account 999.1010 CASH IN BANK 00002224
 Version LOGIS004V
 Originator JLIPSKI
 Payment Instrument Check 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
									673.86
100345	NAPA AUTO PARTS ELK RIVER	AIR FILTERS/ TIRE SHINE	PV	96723	001	09101	5/13/2019	013211	250.34
				Summary Total					250.34
	NAPA AUTO PARTS ELK RIVER 17137 YALE STREET NW	OIL/AIR FILTERS 687	PV	96758	001	09101	5/10/2019	012797	73.06
				Summary Total					73.06
	P O BOX 1041 ELK RIVER MN 55330	COMBO BALL MOUNT	PV	96791	001	09101	5/17/2019	013834	19.99
				Summary Total					19.99
		OIL FILTERS	PV	96792	001	09101	5/17/2019	013835	31.28
				Summary Total					31.28
				Payment Amount					374.67
115543	NATURAL ENDEAVORS LANDSCAPING INC	APRIL 19 PLOW 6701 HWY 10 PACT	PV	96793	001	09410	5/6/2019	1507 APRIL PLOW	110.00
				Summary Total					110.00
	NATURAL ENDEAVORS LANDSCAPING INC 22839 ZION PARKWAY NW	APRIL 19 PLOW 6701 HWY 10	PV	96794	001	09410	5/6/2019	1501 APRIL 19 PLOW	150.00
				Summary Total					150.00
	BETHEL MN 55005			Payment Amount					260.00
101234	NORTH VALLEY, INC	PAY EST FINAL SUNFISH PK LOT	PV	96725	001	09805	5/14/2019	051419	23,424.07
				Summary Total					23,424.07
	NORTH VALLEY, INC 20015 IGUANA STREET NW NOWTHEN MN 55330			Payment Amount					23,424.07
108033	RAMSEY FOUNDATION	SPONSORSHIP CONCERT ALLINA	PV	96727	001	09101	5/16/2019	051619	500.00
				Summary Total					500.00
	RAMSEY FOUNDATION P O BOX 234 RAMSEY MN 55303			Payment Amount					500.00
113241	RANGER CHEVROLET	571 2019 CHEVY TAHOE	PV	96759	001	09101	5/1/2019	25296	36,059.46
				Summary Total					36,059.46
	RANGER CHEVROLET 1502 E. HOWARD STREET	412 19 CHEVY EQUINOX	PV	96800	001	09101	5/9/2019	27225	24,373.20

CITY OF RAMSEY
Create Payment Control Groups

Payment Group Control Number 2875
 Bank Account 999.1010 CASH IN BANK 00002224
 Version LOGIS004V
 Originator JLIPSKI
 Payment Instrument Check Payment
 Pay Through Date 12/31/2019

Payee	Stub	Document	Due	Invoice	Payment					
Number	Name / Mailing Address	Message	Ty	Number	Item	Co	Date	Number	Amount	
HIBBING MN 55746				Summary Total					24,373.20	
	413 19 CHEVY EQUINOX		PV	96801	001	09101	5/9/2019	27128	24,373.20	
				Summary Total					24,373.20	
	414 19 CHEVY EQUINOX		PV	96802	001	09101	5/9/2019	24498	24,373.20	
				Summary Total					24,373.20	
				Payment Amount					109,179.06	
114163 RCM SPECIALTIES INC		EMULSION		PV	96728	001	09101	5/6/2019	6987	5,742.75
RCM SPECIALTIES INC				Summary Total					5,742.75	
12090 MARGO AVENUE		FA2 MOD		PV	96729	001	09101	5/9/2019	6994	2,999.37
SOUTH SUITE B				Summary Total					2,999.37	
HASTINGS MN 55033				Payment Amount					8,742.12	
100431 SAFETY KLEEN CORPORATION		OIL RECYCLE		PV	96730	001	09101	5/4/2019	CN08859738	110.97
SAFETY KLEEN CORPORATION				Summary Total					110.97	
PO BOX 382066				Payment Amount					110.97	
PITTSBURGH PA 15250-8066										
116596 SMITH AUTO REPAIR		REPAINT- GREEN 563		PV	96760	001	09101	5/13/2019	6072	1,830.10
SMITH AUTO REPAIR		REPAINT- GREEN 563		PV	96760	002	09101	5/13/2019	6072	3,350.00
22298 176TH STREET NW				Summary Total					5,180.10	
BIG LAKE MN 55309				Payment Amount					5,180.10	
114269 SPEEDCUTTERS OUTDOOR MAINTENANCE LLC		SPRING CLEAN UP 3 LOCATIONS		PV	96782	001	09101	5/9/2019	11277	650.00
SPEEDCUTTERS OUTDOOR MAINTENANCE LLC				Summary Total					650.00	
18523 OLSON STREET NW				Payment Amount					650.00	
ELK RIVER MN 55330										
114151 TASC (FEES)		APRIL 19 REBA/VEBA FEES		PV	96761	001	09101	4/30/2019	IN1511260	373.75
TASC				Summary Total					373.75	
CLIENT INVOICES										

R04570

CITY OF RAMSEY
Create Payment Control Groups

Payment Group Control Number 2875
 Bank Account 999.1010 CASH IN BANK 00002224
 Version LOGIS004V
 Originator JLIPSKI
 Payment Instrument Check Payment
 Pay Through Date 12/31/2019

Payee	Stub	Document	Due	Invoice	Payment				
Number	Name / Mailing Address	Message	Ty	Number	Item	Co	Date	Number	Amount
	P O BOX 88278 MILWAUKEE WI 53288-0001								
								Payment Amount	373.75
116724	TRI STATE BOBCAT	FILTERS	PV	96804	001	09101	5/10/2019	A57410	126.26
	TRI STATE BOBCAT 1200 HIGHWAY 13 EAST BURNSVILLE MN 55337							Summary Total	126.26
								Payment Amount	126.26
106812	TWIN CITY FILTER SERVICE INC	FILTERS	PV	96763	001	09101	5/8/2019	0657374	564.04
	TWIN CITY FILTER SERVICE INC 2529 25TH AVE S MINNEAPOLIS MN 55406-1280							Summary Total	564.04
								Payment Amount	564.04
106351	WATER LABORATORIES, INC	APRIL 19 WATER TESTS	PV	96805	001	09601	5/3/2019	7408	75.00
	WATER LABORATORIES, INC 333 EAST MAIN STREET PO BOX 388 ELK RIVER MN 55330							Summary Total	75.00
								Payment Amount	75.00
100539	WRIGHT TIRE SERVICE INC	ONE TIRE 679	PV	96732	001	09101	5/13/2019	69223	205.73
	WRIGHT TIRE SERVICE INC 710 WEST MAIN STREET ANOKA MN 55303							Summary Total	205.73
								Payment Amount	205.73
								Total Amount to be Processed	261,591.48
								Total Number of Payments to be Processed	51

R04570

CITY OF RAMSEY
Create Payment Control Groups

Payment Group Control Number 2876
 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	Stub	Document	Due	Invoice	Payment
Number	Name / Mailing Address	Ty	Number	Number	Amount
110402	ADVANCE AUTO PARTS	PV	96734 001 09101	043019	19.99
	ADVANCE AUTO PARTS	PV	96734 002 09101	043019	72.14
	AAP FINANCIAL SERVICES	PV	96734 003 09101	043019	1,746.83
	P O BOX 742063				
	ATLANTA GA 30374-2063				
				Summary Total	1,838.96
				Payment Amount	1,838.96
100043	ANOKA COUNTY PROPERTY RECORDS TAXATION	PV	96765 001 09804	534 050119	46.00
	ANOKA COUNTY PROPERTY RECORDS TAXATION	PV	96765 002 09804	534 050119	92.00
	2100 - 3RD AVENUE				
	ANOKA MN 55303				
				Summary Total	138.00
				Payment Amount	138.00
103641	BOYER TRUCKS ROGERS	PV	96739 001 09101	5/7/2019 63206R	44.33
	BOYER TRUCKS			Summary Total	44.33
	P O BOX 18338	PV	96740 001 09101	5/8/2019 63292R	27.92
	MINNEAPOLIS MN 55418			Summary Total	27.92
				Payment Amount	72.25
112019	CENTRAL HYDRAULICS INC	PV	96742 001 09101	5/10/2019 0059314	24.21
	CENTRAL HYDRAULICS INC			Summary Total	24.21
	21877 INDUSTRIAL COURT				
	ROGERS MN 55374			Payment Amount	24.21
116197	CINTAS CORPORATION	PV	96733 001 09101	5/8/2019 4021526358	28.00
	CINTAS CORPORATION	PV	96733 002 09101	5/8/2019 4021526358	4.00
	CINTAS LOC #4K	PV	96733 003 09101	5/8/2019 4021526358	33.40
	P O BOX 650838	PV	96733 004 09101	5/8/2019 4021526358	33.41
	DALLAS TX 75265-0838			Summary Total	98.81
		PV	96770 001 09101	5/15/2019 4021953806	32.24
		PV	96770 002 09101	5/15/2019 4021953806	32.23
		PV	96770 003 09101	5/15/2019 4021953806	28.00
		PV	96770 004 09101	5/15/2019 4021953806	4.00
				Summary Total	96.47
	MATS- FD	PV	96816 001 09101	5/15/2019 4021953706	13.20

R04570

CITY OF RAMSEY
Create Payment Control Groups

Payment Group Control Number 2876
 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	Stub	Document	Due	Invoice	Payment			
Number	Name / Mailing Address	Ty	Number	Item	Co	Date	Number	Amount
			Summary Total					13.20
	MATS- FD	PV	96817	001	09101	5/8/2019	4021526369	16.56
			Summary Total					16.56
			Payment Amount					225.04
100125	COUNTRYSIDE PRINTING INC	PV	96746	001	09101	5/2/2019	35782	74.00
			Summary Total					74.00
	COUNTRYSIDE PRINTING 6250 BUNKER LAKE BLVD NW	PV	96818	001	09601	5/16/2019	35807	2,924.50
			Summary Total					2,924.50
	SUITE 113 RAMSEY MN 55303	PV	96819	001	09101	5/7/2019	35789	108.00
			Summary Total					108.00
			Payment Amount					3,106.50
100144	DEHN OIL COMPANY	PV	96771	001	09101	5/16/2019	25136478	151.13
			Summary Total					151.13
	DEHN OIL COMPANY 6735 141ST AVENUE NW RAMSEY MN 55303		Payment Amount					151.13
100158	ECM PUBLISHERS INC	PV	96715	001	09101	5/3/2019	692035	32.25
			Summary Total					32.25
	ECM PUBLISHERS INC 4095 COON RAPIDS BLVD COON RAPIDS MN 55433		Payment Amount					32.25
108737	EMERGENCY AUTOMOTIVE TECHNOLOGY INC	PV	96822	001	09290	5/3/2019	DL050219-26	66.00
			Summary Total					66.00
	EMERGENCY AUTOMOTIVE TECHNOLOGY INC 2755 GENEVA AVE N OAKDALE MN 55128		Payment Amount					66.00
113991	EMERGENCY RESPONSE SOLUTIONS	PV	96823	001	09101	5/15/2019	13141	68.57

CITY OF RAMSEY
Create Payment Control Groups

Payment Group Control Number 2876
 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	Stub	Document	Due	Invoice	Payment					
Number	Name / Mailing Address	Ty	Number	Item	Co	Date	Number	Amount		
EMERGENCY RESPONSE SOLUTIONS		Summary Total			68.57					
4817 VIKING BLVD SUITE 102										
EAST BETHEL MN 55092										
		Payment Amount			68.57					
113321	FACTORY MOTOR PARTS CO	MISC PARTS	332	PV	96749	001	09101	5/7/2019	6-1533753	49.79
FACTORY MOTOR PARTS CO		Summary Total			49.79					
BIN 139107		OIL FILTERS		PV	96774	001	09101	5/15/2019	6-1534471	7.47
P O BOX 9107		Summary Total			7.47					
MINNEAPOLIS MN 55480-9107		Payment Amount			57.26					
107099	FASTENAL	MISC PARTS		PV	96750	001	09101	5/8/2019	MNTC8176004	23.98
FASTENAL COMPANY		Summary Total			23.98					
P O BOX 1286		MISC PARTS		PV	96751	001	09101	5/2/2019	MNTC8175794	9.24
WINONA MN 55987		Summary Total			9.24					
		MISC PARTS		PV	96775	001	09101	5/15/2019	MNTC8176239	1.51
		Summary Total			1.51					
		MISC PARTS		PV	96824	001	09101	5/7/2019	MNTC8175942	2.87
		Summary Total			2.87					
		Payment Amount			37.60					
100650	GRAINGER	LOCKERS		PV	96716	001	09101	5/7/2019	9167520304	595.20
GRAINGER INC		LOCKERS		PV	96716	002	09101	5/7/2019	9167520304	595.20
DEPT. 806511127		Summary Total			1,190.40					
PALATINE IL 60038-0001		EAR		PV	96780	001	09101	5/15/2019	9176924000	107.46
		MUFFS/SHOVEL/ASPHALT								
		LUTE								
		EAR		PV	96780	002	09101	5/15/2019	9176924000	329.88
		MUFFS/SHOVEL/ASPHALT								
		LUTE								
		EAR		PV	96780	003	09101	5/15/2019	9176924000	54.84
		MUFFS/SHOVEL/ASPHALT								
		LUTE								
		Summary Total			492.18					
		WARNING TAPE/PLUG		PV	96781	001	09101	5/16/2019	9178113123	54.35
		CONTROL								
		Summary Total			54.35					

R04570

CITY OF RAMSEY
Create Payment Control Groups

Payment Group Control Number 2876
 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	Stub	Document	Due	Invoice	Payment				
Number	Name / Mailing Address	Ty	Number	Item	Co	Date	Number	Amount	
Payment Amount								1,736.93	
112475	INNOVATIVE OFFICE SOLUTIONS	OFFICE SUPPLIES	PV	96785 001	09101	5/15/2019	IN2518805	36.26	
	INNOVATIVE OFFICE SOLUTIONS	OFFICE SUPPLIES	PV	96785 002	09101	5/15/2019	IN2518805	80.31	
	P O BOX 860627	OFFICE SUPPLIES	PV	96785 003	09101	5/15/2019	IN2518805	72.78	
	MINNEAPOLIS MN 55486-0001	Summary Total						189.35	
Payment Amount								189.35	
101172	KUECHLE UNDERGROUND INC	PAY EST 2 RIVERDALE TRUNK UTIL	PV	96717 001	09601	5/13/2019	051319	121,255.00	
	KUECHLE UNDERGROUND INC	PAY EST 2 RIVERDALE TRUNK UTIL	PV	96717 002	09601	5/13/2019	051319	103,291.29	
	10998 STATE HWY 55 PO BOX 509 KIMBALL MN 55353	Summary Total						224,546.29	
Payment Amount								224,546.29	
100266	LOGIS	MAY 2019 SERVICES	PV	96721 001	09101	5/1/2019	46949	13,710.00	
	LOCAL GOVERNMENT INFORMATION SYSTEMS ASS	Summary Total						13,710.00	
	5750 DULUTH STREET GOLDEN VALLEY MN 55422-4036	Payment Amount						13,710.00	
100273	MALLOY MONTAGUE	SERVICES THROUGH	PV	96722 001	09101	5/8/2019	46251	17,265.00	
	KARNOWSKI RADOSEVIC	4/30/2019	Summary Total						17,265.00
	MALLOY MONTAGUE KARNOWSKI RADOSEVIC	Payment Amount						17,265.00	
	410 PARK NATIONAL BANK BLDG 5353 WAYZATA BLVD MINNEAPOLIS MN 55416	Payment Amount						17,265.00	
100283	MENARDS COON RAPIDS	RUBBER RUNNER FD	PV	96830 001	09101	5/5/2019	582	25.13	
	MENARDS COON RAPIDS	Summary Total						25.13	
	3045 MAIN STREET COON RAPIDS MN 55433	Payment Amount						25.13	

R04570

CITY OF RAMSEY
Create Payment Control Groups

Payment Group Control Number 2876
 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		Stub	Document				Due	Invoice	Payment
Number	Name / Mailing Address	Message	Ty	Number	Itm	Co	Date	Number	Amount
100284	MENARDS ELK RIVER	MISC SUPPLIES	PV	96757	001	09101	4/25/2019	85378	52.66
	MENARDS ELK RIVER			Summary Total					52.66
	19521 EVANS STREET NW	MISC SUPPLIES	PV	96829	001	09101	5/2/2019	85909	110.53
	ELK RIVER MN 55330-1077			Summary Total					110.53
				Payment Amount					163.19
113909	MOBILE VEHICLE INTEGRATION	MISC WORK ON 557	PV	96831	001	09101	5/13/2019	1905072	336.25
	MOBILE VEHICLE INTEGRATION			Summary Total					336.25
	835 XENIA AVENUE NW	BUILD 571 19 TAHOE TO SPECS	PV	96832	001	09101	5/13/2019	1905075	4,986.29
	ELK RIVER MN 55330			Summary Total					4,986.29
				Payment Amount					5,322.54
100988	NORTHERN SAFETY TECHNOLOGY	RESPONDER LIGHTS	PV	96798	001	09101	5/13/2019	48190	205.05
	NORTHERN SAFETY TECHNOLOGY			Summary Total					205.05
	5708 UPPER 147TH STREET W SUITE 107								
	APPLE VALLEY MN 55124			Payment Amount					205.05
100363	NORTHERN SANITARY SUPPLY CO	MISC SUPPLIES	PV	96796	001	09101	5/13/2019	195085	319.89
	NORTHERN SANITARY SUPPLY CO			Summary Total					319.89
	341 COON RAPIDS BLVD	BRUSH CORE/BEARING	PV	96797	001	09101	5/13/2019	195084	129.04
	MINNEAPOLIS MN 55433			Summary Total					129.04
				Payment Amount					448.93
115071	NORTHLAND OCCUPATIONAL HEALTH	PRE EMPLOY BARR/BEAVER	PV	96724	001	09101	5/13/2019	3446	100.00
	NORTHLAND OCCUPATIONAL HEALTH			Summary Total					100.00
	7533 SUNWOOD DRIVE NW SUITE 212								
	RAMSEY MN 55303			Payment Amount					100.00
110547	NORTHWEST LIGHTING SYSTEMS CO.	RAMP BULBS	PV	96807	001	09240	5/14/2019	112044	538.67
	NORTHWEST LIGHTING SYSTEMS CO.			Summary Total					538.67

CITY OF RAMSEY
Create Payment Control Groups

Payment Group Control Number 2876
 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	Stub	Document	Due	Invoice	Payment				
Number	Name / Mailing Address	Message	Ty	Number	Item	Co	Date	Number	Amount
746 CRAIG AVENUE TRACY MN 56175									538.67
Payment Amount									538.67
110480	OPUS 21 MANAGEMENT SOLUTIONS	MARCH 2019 SERVICES	PV	96726	001	09601	5/9/2019	190410	2,621.38
	OPUS 21 MANAGEMENT SOLUTIONS	MARCH 2019 SERVICES	PV	96726	002	09601	5/9/2019	190410	2,621.38
	680 COMMERCE DRIVE SUITE 160	MARCH 2019 SERVICES	PV	96726	003	09601	5/9/2019	190410	2,621.38
	WOODBURY MN 55125	MARCH 2019 SERVICES	PV	96726	004	09601	5/9/2019	190410	2,621.38
		MARCH 2019 SERVICES	PV	96726	005	09601	5/9/2019	190410	2,621.40
Summary Total									13,106.92
Payment Amount									13,106.92
100485	TIMESAVER OFF SITE SECRETARIAL INC	MAY 9-2019 MTG	PV	96803	001	09101	5/14/2019	M24738	145.00
Summary Total									145.00
Payment Amount									145.00
112688	TITAN MACHINERY	CASE BACKHOE 604	PV	96762	001	09234	5/9/2019	240977	42,781.50
	TITAN MACHINERY	CASE BACKHOE 604	PV	96762	002	09234	5/9/2019	240977	21,390.75
	14375 JAMES ROAD	CASE BACKHOE 604	PV	96762	003	09234	5/9/2019	240977	21,390.75
Summary Total									85,563.00
Payment Amount									85,563.00
Total Amount to be Processed									368,883.77
Total Number of Payments to be Processed									27

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #19-124

RESOLUTION APPROVING CASH DISBURSEMENTS MADE AND AUTHORIZING PAYMENT OF ACCOUNTS PAYABLE INVOICING RECEIVED DURING THE PERIOD OF MAY 9, 2019 THROUGH MAY 22, 2019

WHEREAS, the City of Ramsey Finance Department has made cash disbursements and received accounts payable invoicing during the period of May 9, 2019, through May 22, 2019, in the amount of \$1,142,398.48 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 May 9, 2019, through May 22, 2019, in the amount of \$1,142,398.48.

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 28th day of May 2019.

Mayor

ATTEST:

City Clerk

CC Regular Session

4. 5.

Meeting Date: 05/28/2019

Submitted For: Bruce Westby, Engineering/Public Works

By: Marsha Weidner, Engineering/Public Works

Information

Title

Adopt Resolution #19-108 Authorizing Final Payment to North Valley, Inc. for Improvement Project 18-07, Sunfish Lake Park Parking Lot Improvements.

Purpose/Background:

Resolution and Pay Request Attached

Observations/Alternatives:

Issuing final payment will be contingent on receipt of the following items from North Valley, Inc.:

1. IC 134 (Contractor’s Withholding Affidavit showing compliance with the provisions of Minnesota Statute 290.92 requiring withholding state income tax)
2. Waiver of Mechanic’s Lien Rights (Affidavits that all claims against North Valley, Inc. by reasons of the contract have been fully paid or satisfactorily secured)
3. Consent of Surety to Final Payment (Certification from the contractor’s surety)

Following receipt of these items, final payment will be issued.

Recommendation:

The Senior Engineering Technician has inspected the completed work and recommends final payment to North Valley, Inc. for Improvement Project 18-07; Sunfish Lake Park Parking Lot Improvements in the amount of \$23,424.07.

Action:

Motion to adopt Resolution #19-108, Authorizing Final Payment to North Valley, Inc. for Improvement Project 18-07, Sunfish Lake Park Parking Lot Improvements.

Attachments

Pay Resolution

Pay Estimate

Form Review

Inbox	Reviewed By	Date
Bruce Westby	Bruce Westby	05/23/2019 03:44 PM
Kurt Ulrich	Kurt Ulrich	05/23/2019 03:54 PM
Form Started By: Marsha Weidner		Started On: 05/20/2019 10:58 AM
Final Approval Date: 05/23/2019		

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

RESOLUTION #19-108

RESOLUTION AUTHORIZING FINAL PAYMENT TO NORTH VALLEY, INC. FOR IMPROVEMENT PROJECT #18-07, SUNFISH LAKE PARK, PARKING LOT IMPROVEMENTS

WHEREAS, Ramsey City Council on April 24, 2018, approved Sunfish Lake Park, Parking Lot Improvements as part of the 2018 Parks Capital Improvement Project (s); and

WHEREAS, bids were advertised in the Anoka Union Herald on August 31 and September 7, 2018; and

WHEREAS, three bids were received, opened, and tabulated on September 13, 2018, and were found to comply with the advertisement for bids; and

WHEREAS, pursuant to Resolution #18-204 adopted the 25th day of September, 2018 the bid of North Valley, Inc. of Nowthen, Minnesota, in the amount of \$20,512.70 in accordance with the approved plans and specifications and advertisement for bids, is the lowest responsible bidder and their bid shall be and hereby is accepted; and.

WHEREAS, as of May 28, 2019 \$0.00 has been paid to date; and

WHEREAS, the Senior Engineering Technician has inspected the completed work and recommends final payment to North Valley, Inc. for Improvement Project 18-07, Sunfish Lake Park Parking Lot Improvements, in the amount of \$23,424.07.

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

- 1) That the City Council hereby authorizes final payment to North Valley, Inc. for Improvement Project #18-07, 2018 Sunfish Lake Park, Parking Lot Improvements in the amount of \$23,424.07.
- 2) That the City Council hereby accepts the project and authorizes the Mayor or City Administrator to sign the release form for this payment.
- 3) That the total amount of this payment is not included in resolutions approving payment of bills for the date of May 28, 2019.
- 4) That the City of Ramsey Finance Department will be provided a signed copy of this resolution.

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

and the following voted against the same:

and the following abstained:

and the following were absent:

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 28th day of May 2019.

Mayor

ATTEST:

City Clerk

Pay Estimate Summary Sheet
 IP 18-07 SUNFISH LAKE PARK PARKING LOT IMPROVEMENTS

City of Ramsey

Estimate no 1

TOTAL CONTRACT	\$	20,512.70
TOTAL CONTRACT	\$	20,512.70
STORED MATERIALS		
TOTAL, COMPLETED WORK TO DATE	\$	23,424.07
TOTAL WORK COMPLETED PLUS STORED MATERIALS	\$	23,424.07
	\$	-
NET AMOUNT DUE TO CONTRACTOR TO DATE	\$	23,424.07
TOTAL AMOUNT PAID ON PREVIOUS ESTIMATES	\$	-
PAY CONTRACTOR PER ESTIMATE NO. 1	\$	23,424.07

Certificate for Final Payment

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

Contractor: North Valley, Inc.


By  President

Name
Brad Schmidtbauer
Title

Date May 7, 2019

CHECKED AND APPROVED AS TO QUANTITIES AND AMOUNT:

ENGINEER: CITY OF RAMSEY

By  Engineer Technician III

Name
Joe Feriancek

Date 5/14/19

APPROVED FOR PAYMENT:

OWNER: City of Ramsey

By  City Engineer 5/16/19

Name
Title
Date

IP 18-07 SUNFISH LAKE PARK PARKING LOT IMPROVEMENTS
PAY ESTIMATE

1

PAY ESTIMATE NO.

BASE BID \$ 20,512.70 \$ 23,424.07 \$ 23,424.07
 TOTAL BID \$ 20,512.70 \$ 23,424.07 \$ 23,424.07

ITEM NO.	ITEM DESCRIPTION	UNIT	CONTRACT AMOUNT			PAY THIS PERIOD			PAID TO DATE		
			ESTIMATED QUANTITY	UNIT PRICE	EXTENSION	QUANTITY	EXTENSION	QUANTITY	EXTENSION		
1	MOBILIZATION	LS	1	\$ 1,282.09	\$ 1,282.09	1.00	1,282.09	1.00	1,282.09	1.00	1,282.09
2	REMOVE CONCRETE CURB AND GUTTER	LF	113	\$ 6.41	\$ 724.33	114.00	730.74	114.00	730.74	114.00	730.74
3	REMOVE TREE	TREE	3	\$ 213.68	\$ 641.04	3.00	641.04	3.00	641.04	3.00	641.04
4	SAWING CONCRETE PAVEMENT - FULL DEPTH	LF	4	\$ 5.34	\$ 21.36	4.00	21.36	4.00	21.36	4.00	21.36
5	SAWING BITUMINOUS PAVEMENT - FULL DEPTH	LF	113	\$ 2.67	\$ 301.71	113.00	301.71	113.00	301.71	113.00	301.71
6	AGGREGATE BASE CLASS 5 (LV)	TON	41	\$ 52.02	\$ 2,132.82	71.30	3,709.03	71.30	3,709.03	71.30	3,709.03
7	COMMON EXCAVATION (EV)	CY	107	\$ 30.12	\$ 3,222.84	127.00	3,825.24	127.00	3,825.24	127.00	3,825.24
8	BITUMINOUS MATERIAL FOR TACK COAT	GAL	16	\$ 5.34	\$ 85.44	10.00	53.40	10.00	53.40	10.00	53.40
9	TYPE SP 9.5 WEARING COURSE MIXTURE (SPWEA340C) (1.5")	TON	18	\$ 144.24	\$ 2,596.32	52.38	7,555.29	52.38	7,555.29	52.38	7,555.29
10	TYPE SP 12.5 NON WEARING COURSE MIXTURE (SPNWB330C) (2.0")	TON	24	\$ 144.24	\$ 3,461.76	145.00	4,492.10	145.00	4,492.10	145.00	4,492.10
11	CONCRETE CURB & GUTTER DESIGN B612 - TIP OUT	LF	147	\$ 30.98	\$ 4,554.06	1.00	534.21	1.00	534.21	1.00	534.21
12	TRAFFIC CONTROL	LS	1	\$ 534.21	\$ 534.21	20.00	117.60	20.00	117.60	20.00	117.60
13	SALVAGED TOPSOIL (4")	SY	67	\$ 5.88	\$ 393.96						
14	SEDIMENT CONTROL BIO LOGS	LF	150	\$ 2.67	\$ 400.50						
15	INLET PROTECTION	EA	1	\$ 160.26	\$ 160.26	1.00	160.26	1.00	160.26	1.00	160.26
TOTAL				\$	\$ 20,512.70	\$	23,424.07	\$	23,424.07	\$	23,424.07

CC Regular Session

4. 6.

Meeting Date: 05/28/2019

Submitted For: Bruce Westby, Engineering/Public Works

By: Marsha Weidner, Engineering/Public Works

Information

Title

Adopt Resolution #19-119 Authorizing Partial Payment to Kuechle Underground, Inc. for Improvement Project 18-14, Riverdale Dr. Truck Utility Improvement.

Purpose/Background:

Resolution and Pay Request Attached.

Recommendation:

The Senior Engineer Technician has inspected the completed work and recommends partial payment to Kuechle Underground, Inc. for Improvement Project 18-14, Riverdale Drive Truck Improvements, in the amount of \$224,546.29.

Action:

Motion to Adopt Resolution #19-119 Authorizing Partial Payment to Kuechle Underground, Inc. for Improvement Project 18-14, Riverdale Dr. Truck Utility Improvement in the amount of \$224,546.29.

Attachments

Pay Resolution

Pay Estimate

Form Review

Inbox	Reviewed By	Date
Bruce Westby	Bruce Westby	05/23/2019 03:44 PM
Kurt Ulrich	Kurt Ulrich	05/23/2019 03:53 PM
Form Started By: Marsha Weidner		Started On: 05/14/2019 08:36 AM
Final Approval Date: 05/23/2019		

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

RESOLUTION #19-119

RESOLUTION AUTHORIZING PARTIAL PAYMENT NO. 2 FOR RIVERDALE DRIVE TRUNK UTILITY IMPROVEMENTS, IMPROVEMENT PROJECT #18-14

WHEREAS, undeveloped properties west of Armstrong Boulevard and south of Highway 10 are within the City's Municipal Urban Services Area and will require municipal utilities to develop; and

WHEREAS, trunk sanitary sewer and watermain stubs existed at the intersection of old Armstrong Boulevard and Riverdale Drive; and

WHEREAS, Lazydays RV is constructing a new maintenance facility south of Riverdale Drive and east of Llama Street that must be served by municipal utilities; and

WHEREAS, Lazydays RV plans to open the maintenance facility in May of 2019; and

WHEREAS, in accordance with the Development Agreement, Lazydays engineer, Civil Site Group, prepared plans and specifications for constructing trunk utilities south of Riverdale Drive from Armstrong Boulevard to Llama Street as City Improvement Project #18-14, and

WHEREAS, pursuant to Ramsey City Council resolution #18-246, adopted December 11, 2018, the City Council accepted final plans and specifications and authorized advertisements for bids for said improvements; and

WHEREAS, bids were advertised in the Anoka Union Herald and m Finance and Commerce on December 14 and 21, 2018; and

WHEREAS, eleven bids were received, opened, and tabulated on February 5, 2019, and were found to comply with the advertisement for bids; and

WHEREAS, pursuant to Ramsey City Council resolution #19-049, adopted February 12, 2019, the bid of Kuechle Underground, Inc. of Kimball, Minnesota, in the amount of \$607,144.11 for construction of said improvements was accepted, and the Mayor and City Administrator were authorized and directed to enter into a contract with said bidder for the construction of said improvements for and on behalf of the City of Ramsey; and

WHEREAS, to facilitate construction, Change Order #1 in the amount of \$14,044 allows for the installation of 200 linear feet of 18" sanitary sewer at depths between 16 and 20 feet at an agreed upon price of \$150 per linear foot, and allows 13 additional trees to be cleared and grubbed at an agreed upon price of \$128 per tree; and

WHEREAS, to further facilitate construction, Change Order #2 in the amount of \$7,500 allows for 150 linear feet of 27" storm sewer to be salvaged and installed at an agreed upon price of \$50 per linear foot; and

WHEREAS, pursuant to Ramsey City Council resolution #19-089, adopted April 9, 2019, the City Council approved Change Orders #1 and #2 in the total amount of \$21,544.00 for Kuechle Underground, Inc. to facilitate construction of the Riverdale Drive Trunk Utility Improvements, Project #18-14; and

WHEREAS, as of May 28, 2019 \$331,057.95 has been paid to date; and

WHEREAS, the Engineering Technician has inspected the completed work and recommends partial payment to Kuechle Underground, Inc. for Improvement Project #18-14, Riverdale Drive Trunk Improvements, in the amount of \$224,546.29.

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

- 1) That the City Council hereby authorizes partial payment to Kuechle Underground, Inc. for Improvement Project #18-14, Riverdale Drive Trunk Improvements, in the amount of \$224,546.29.
- 2) That the City Council hereby accepts the project and authorizes the Mayor or City Administrator to sign the release form for this payment.
- 3) That the total amount of this payment is not included in resolutions approving payment of bills for the date of May 28, 2019.
- 4) That the City of Ramsey Finance Department will be given a signed copy of this resolution.

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

and the following voted against the same:

and the following abstained:

and the following were absent:

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 28rd day of May, 2019.

Mayor

ATTEST:

City Clerk

Pay Estimate Summary Sheet

18-14 RIVERDALE DRIVE TRUNK UTILITY IMPROVEMENTS

City of Ramsey

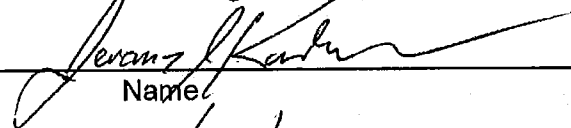
Estimate no 2

TOTAL CONTRACT	\$	607,144.11
TOTAL CHANGE ORDERS	\$	27,673.40
TOTAL CONTRACT WITH CHANGE ORDERS	\$	634,817.51
STORED MATERIALS		
TOTAL, COMPLETED WORK TO DATE	\$	584,846.57
TOTAL WORK COMPLETED PLUS STORED MATERIALS	\$	584,846.57
RETAINED PERCENTAGE 5%	\$	29,242.33
NET AMOUNT DUE TO CONTRACTOR TO DATE	\$	555,604.24
TOTAL AMOUNT PAID ON PREVIOUS ESTIMATES	\$	331,057.95
PAY CONTRACTOR PER ESTIMATE NO. 2	\$	224,546.29

Certificate for Partial Payment

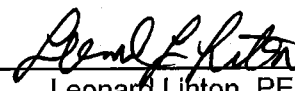
I hereby certify that, to the best of my knowledge and belief, all items, quantities and prices of work and material shown on the this Estimate are correct and that all work has been performed in full accordance with the terms and conditions of the Contract for this project between owner and the undersigned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

Contractor: Kuechle Underground, Inc.

By  V.P.
Name Title
Date 5/10/19

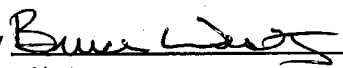
CHECKED AND APPROVED AS TO QUANTITIES AND AMOUNT:

ENGINEER: CITY OF RAMSEY

By  Civil Engineer IV
Leonard Linton, PE
Date 5/13/19

APPROVED FOR PAYMENT:

OWNER: City of Ramsey

By  City Engineer 5/13/19
Name Title Date

IP 18-14; Riverdale Drive Trunk Utility Improvements
PAY ESTIMATE

2

PAY ESTIMATE NO.

BASE BID
CHANGE ORDER NO. 1
CHANGE ORDER NO. 2
CHANGE ORDER NO. 3
SUBTOTAL CHANGE ORDERS
TOTAL BID WITH CHANGE ORDERS

\$ 607,144.11
\$ 14,044.00
\$ 7,500.00
\$ 6,129.40
\$ 27,673.40
\$ 634,817.51

\$ 230,235.12
\$ -
\$ -
\$ 6,129.40
\$ 6,129.40
\$ 236,364.52

\$ 557,153.17
\$ 14,064.00
\$ 7,500.00
\$ 6,129.40
\$ 27,693.40
\$ 584,846.57

ITEM No.	MnDOT No.	ITEM DESCRIPTION	UNIT	CONTRACT AMOUNT			PAY THIS PERIOD			PAID TO DATE		
				TOTAL ESTIMATE QUANTITY	UNIT COST	TOTAL COST	QUANTITY	EXTENSION	TOTAL COST	QUANTITY	EXTENSION	TOTAL COST
SITE WORK												
1	2021.501	MOBILIZATION	LS	1	\$ 8,200.00	\$ 8,200.00	0.25	\$ 2,050.00	\$ 2,050.00	1.00	\$ 8,200.00	
2	2101.502	CLEARING AND GRUBBING TREE	TREE	3	\$ 128.00	\$ 384.00	0.00	\$ -	\$ -	1.00	\$ 128.00	
3	2104.501	REMOVE CONCRETE CURB AND GUTTER	LF	296	\$ 4.00	\$ 1,184.00	30.00	\$ 120.00	\$ 120.00	302.00	\$ 1,208.00	
4	2104.503	REMOVE CONCRETE PAVEMENT	SF	560	\$ 3.00	\$ 1,680.00	0.00	\$ -	\$ -	0.00	\$ -	
5	2104.505	REMOVE BITUMINOUS PAVEMENT	SY	528	\$ 4.00	\$ 2,512.00	0.00	\$ -	\$ -	678.88	\$ 2,715.52	
6	2104.511	SAWING CONCRETE PAVEMENT - FULL DEPTH	LF	40	\$ 4.00	\$ 160.00	0.00	\$ -	\$ -	0.00	\$ -	
7	2104.513	SAWING BITUMINOUS PAVEMENT - FULL DEPTH	LF	420	\$ 4.00	\$ 1,680.00	0.00	\$ -	\$ -	302.00	\$ 1,208.00	
8	2104.521	SALVAGE AND INSTALL CONCRETE PIPE STORM SEWER - 27" RCP	LF	83	\$ 170.00	\$ 14,110.00	0.00	\$ -	\$ -	83.00	\$ 14,110.00	
9	2104.523	SALVAGE AND INSTALL SIGN TYPE C	EA	5	\$ 250.00	\$ 1,250.00	5.00	\$ 1,250.00	\$ 1,250.00	5.00	\$ 1,250.00	
10	2104.601	SALVAGE AND INSTALL PEDESTRIAN CROSSWALK FLASHER	LS	1	\$ 2,700.00	\$ 2,700.00	0.50	\$ 1,350.00	\$ 1,350.00	1.00	\$ 2,700.00	
11	2105.601	DEWATERING	LS	1	\$ 1.00	\$ 1.00	0.00	\$ -	\$ -	0.00	\$ -	
12	2112.604	SUBGRADE PREPARATION	SY	690	\$ 4.00	\$ 2,760.00	535.37	\$ 2,141.48	\$ 2,141.48	762.70	\$ 3,050.80	
13	2221.604	AGGREGATE BASE CLASS 5 MODIFIED (6" THICK)	SY	182	\$ 10.00	\$ 1,820.00	227.33	\$ 2,273.30	\$ 2,273.30	227.33	\$ 2,273.30	
14	2221.604	AGGREGATE BASE CLASS 5 MODIFIED (8" THICK)	SY	450	\$ 12.00	\$ 5,400.00	535.67	\$ 6,428.04	\$ 6,428.04	535.67	\$ 6,428.04	
15	2231.604	BITUMINOUS PATCH (RIVERDALE DRIVE - 3 BITUMINOUS LIFTS)	SY	450	\$ 52.00	\$ 23,400.00	0.00	\$ -	\$ -	0.00	\$ -	
16	2231.604	BITUMINOUS PATCH (ARMSTONG BLVD & LLAMA ST. - 2 BITUMINOUS LIFTS)	SY	136	\$ 37.00	\$ 5,032.00	0.00	\$ -	\$ -	0.00	\$ -	
17	2231.604	BITUMINOUS DRIVEWAY PAVEMENT (MATCH EXISTING)	SY	45	\$ 37.00	\$ 1,665.00	0.00	\$ -	\$ -	0.00	\$ -	
18	2232.501	MILL AND OVERLAY BITUMINOUS PAVEMENT (2' WIDTH X 1.5" DEPTH)	SY	86	\$ 25.00	\$ 2,150.00	0.00	\$ -	\$ -	0.00	\$ -	
19	2506.602	PLUG STORM MANHOLE	EA	1	\$ 1,400.00	\$ 1,400.00	0.00	\$ -	\$ -	1.00	\$ 1,400.00	
20	2506.602	CONNECT TO EXISTING STORM MANHOLE	EA	1	\$ 2,200.00	\$ 2,200.00	0.00	\$ -	\$ -	1.00	\$ 2,200.00	
21	2531.601	CONCRETE CURB & GUTTER DESIGN B618	LF	296	\$ 27.00	\$ 7,992.00	302.00	\$ 8,154.00	\$ 8,154.00	302.00	\$ 8,154.00	
22	2531.607	6" CONCRETE DRIVEWAY PAVEMENT	SY	62	\$ 88.00	\$ 5,456.00	0.00	\$ -	\$ -	0.00	\$ -	
23	2563.601	TRAFFIC CONTROL SUPERVISOR	LS	1	\$ 1.00	\$ 1.00	0.00	\$ -	\$ -	1.00	\$ 1.00	
24	2563.601	TRAFFIC CONTROL	LS	1	\$ 5,000.00	\$ 5,000.00	0.00	\$ -	\$ -	1.00	\$ 5,000.00	
25	2572.501	TEMPORARY CONSTRUCTION FENCE	LF	150	\$ 5.00	\$ 750.00	0.00	\$ -	\$ -	150.00	\$ 750.00	
26	2573.502	SILT FENCE	LF	3,740	\$ 2.20	\$ 8,228.00	2,294.00	\$ 5,046.80	\$ 5,046.80	3,740.00	\$ 8,228.00	
27	2573.531	STORM DRAIN INLET PROTECTION	EA	16	\$ 320.00	\$ 5,120.00	3.00	\$ 960.00	\$ 960.00	5.00	\$ 1,600.00	
28	2575.501	TEMPORARY SEED AND MULCH	ACRE	1.8	\$ 2,000.00	\$ 3,600.00	0.00	\$ -	\$ -	0.00	\$ -	
29	2575.501	FINAL SEEDING	ACRE	1.8	\$ 740.00	\$ 1,332.00	3.50	\$ 2,590.00	\$ 2,590.00	3.50	\$ 2,590.00	
30	2575.502	SEED MIX	LBS	72	\$ 5.75	\$ 414.00	140.00	\$ 805.00	\$ 805.00	140.00	\$ 805.00	
31	2575.523	EROSION CONTROL BLANKET	SY	1,748	\$ 1.20	\$ 2,097.60	8,550.00	\$ 10,260.00	\$ 10,260.00	8,550.00	\$ 10,260.00	

32	5000.000	WINTER CONDITIONS	LS	1	\$	0.01	\$	0.01	\$	0.00	\$	-	\$	43,428.62	1.00	\$	0.01	\$	84,259.67
SUBTOTAL SITE WORK																			
SANITARY SEWER																			
1	2503.511	18" PVC PIPE SEWER (SDR 35) 10-12'	LF	1,017	\$	64.00	\$	65,088.00		784.00	\$	50,176.00		1,027.00	\$	65,728.00			
2	2503.511	18" PVC PIPE SEWER (SDR 26) 12-14'	LF	581	\$	77.00	\$	44,737.00		0.00	\$	-		494.00	\$	38,038.00			
3	2503.511	18" PVC PIPE SEWER (SDR 26) 14-16'	LF	953	\$	88.00	\$	83,864.00		78.00	\$	6,864.00		831.00	\$	73,128.00			
4	2503.511	6" PVC PIPE SEWER (SDR 26)	LF	96	\$	35.00	\$	3,360.00		92.00	\$	3,220.00		102.00	\$	3,570.00			
5	2503.602	CONNECT TO EXISTING SANITARY SEWER	EA	1	\$	2,200.00	\$	2,200.00		0.00	\$	-		1.00	\$	2,200.00			
6	2503.602	18"X6" PVC WYE (SDR 26)	EA	4	\$	1,500.00	\$	6,000.00		2.00	\$	3,000.00		4.00	\$	6,000.00			
7	2503.603	CLEAN AND VIDEO TAPE PIPE SEWER (SANITARY)	LF	2,551	\$	1.50	\$	3,826.50		2,551.00	\$	3,826.50		2,551.00	\$	3,826.50			
8	2506.501	CONSTRUCT SANITARY STRUCTURE DESIGN 48-4007 EXTRA DEPTH EXCESS OF 12'	LF	15.3	\$	190.00	\$	2,907.00		0.00	\$	-		15.30	\$	2,907.00			
9	2506.502	CONSTRUCT SANITARY STRUCTURE DESIGN 48-4007	EA	11	\$	3,700.00	\$	40,700.00		3.00	\$	11,100.00		11.00	\$	40,700.00			
10	2506.516	FURNISH & INSTALL CASTING ASSEMBLY (SANITARY)	EA	11	\$	680.00	\$	7,480.00		10.00	\$	6,800.00		10.00	\$	6,800.00			
11	2506.521	ADJUST FRAME AND RING CASTING	EA	11	\$	18.00	\$	198.00		10.00	\$	180.00		10.00	\$	180.00			
SUBTOTAL SANITARY SEWER																			
WATERMAIN																			
1	2504.602	FURNISH & INSTALL HYDRANT W/ 6" GATE VALVE & BOX	EA	5	\$	5,300.00	\$	26,500.00		3.00	\$	15,900.00		5.00	\$	26,500.00			
2	2504.602	6" GATE VALVE AND BOX	EA	1	\$	1,700.00	\$	1,700.00		0.00	\$	-		1.00	\$	1,700.00			
3	2504.602	6" GATE VALVE AND BOX	EA	2	\$	2,100.00	\$	4,200.00		2.00	\$	4,200.00		2.00	\$	4,200.00			
4	2504.602	12" GATE VALVE AND BOX	EA	7	\$	3,300.00	\$	23,100.00		2.00	\$	6,600.00		7.00	\$	23,100.00			
5	2504.602	CONNECT TO EXISTING WATERMAIN	EA	1	\$	1,900.00	\$	1,900.00		0.00	\$	-		1.00	\$	1,900.00			
6	2504.602	ADJUST VALVE BOXES	EA	10	\$	18.00	\$	180.00		9.00	\$	162.00		9.00	\$	162.00			
7	2504.603	6" WATERMAIN DUCTILE IRON CL 53	LF	110	\$	42.00	\$	4,620.00		17.00	\$	7,140.00		120.00	\$	5,040.00			
8	2504.603	8" WATERMAIN DUCTILE IRON CL 52	LF	8	\$	38.00	\$	304.00		5.50	\$	209.00		5.50	\$	209.00			
9	2504.603	12" WATERMAIN DUCTILE IRON CLASS 52	LF	2.515	\$	59.00	\$	148,385.00		1,101.00	\$	64,959.00		2,551.00	\$	150,509.00			
10	2504.608	DUCTILE IRON FITTINGS	LBS	2,027	\$	8.00	\$	16,216.00		1,112.00	\$	8,896.00		2,062.00	\$	16,496.00			
SUBTOTAL WATERMAIN																			
TOTAL BID																			
										\$ 227,105.00									
										\$ 607,144.11									
										\$ 230,235.12									

CHANGE ORDERS
CHANGE ORDER NO. 1.

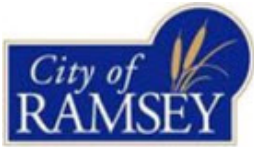
ITEM No.	MnDOT No.	ITEM DESCRIPTION	UNIT	TOTAL ESTIMATE QUANTITY	UNIT COST	TOTAL COST	QUANTITY	EXTENSION	QUANTITY	EXTENSION
1	2101.502	CLEARING AND GRUBBING TREE	TREE	13	\$ 128.00	\$ 1,664.00	0.00	\$ -	13.00	\$ 1,664.00
2	2503.511	18" PVC PIPE SEWER (SDR 26) 16-20'	LF	200	\$ 150.00	\$ 30,000.00	0.00	\$ -	200.00	\$ 30,000.00
3	2503.511	18" PVC PIPE SEWER (SDR 26) 14-16'	LF	-200	\$ 88.00	\$ (17,600.00)	0.00	\$ -	-200.00	\$ (17,600.00)
					\$ 14,064.00				\$ 14,064.00	
					\$ 14,044.00				\$ 14,064.00	

CHANGE ORDER 1 CHANGE IN CONTRACT PRICE
Approved Amount per signed document

CHANGE ORDER NO. 2.

ITEM No.	MnDOT No.	ITEM DESCRIPTION	UNIT	TOTAL ESTIMATE QUANTITY	UNIT COST	TOTAL COST	QUANTITY	EXTENSION	QUANTITY	EXTENSION
1	2104.521	SALVAGE AND INSTALL CONCRETE PIPE STORM SEWER - 27" RCP	LF	150	\$ 50.00	\$ 7,500.00	0.00	\$ -	150.00	\$ 7,500.00
					\$ 7,500.00				\$ 7,500.00	

CHANGE ORDER 2 CHANGE IN CONTRACT PRICE



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

CC Regular Session

4. 7.

Meeting Date: 05/28/2019

Submitted For: Tim Gladhill, Community Development

By: Eric Maass, Community Development

Information

Title:

Adopt Resolution #19-120 Approving Final Plat and Development Agreement for Riverstone 3rd Addition as well as granting a One year extension for the Riverstone Preliminary Plat (Project #19-103): Case of Capstone Homes.

Purpose/Background:

The purpose of this case is to consider a Final Plat and Development Agreement for Riverstone 3rd Addition, the third phase of an overall 293 lot residential subdivision.

Notification:

Notification is not required for this request.

Observations/Alternatives:

The current request would approve an additional 34 lots within the Riverstone Development. The Final Plat as provided is consistent with the approved preliminary plat with specific plan review comments included in the change marks memo from ProjectDox, the City's online plan review system.

Alternatives

Alternative 1: Adopt Resolution #19-120 approving Final Plat and Development Agreement for Riverstone 3rd addition.

Alternative 2: Do not adopt Resolution #19-120 approving Final Plat and Development Agreement for Riverstone 3rd addition. The Final Plat is consistent with Preliminary Plat Approval, giving limited ability to deny this application.

Funding Source:

All costs associated with processing the request are the responsibility of the Applicant. There are no City funds associated with this current request (it is noted that the City previously participated in the cost of upgrading infrastructure for Puma Street to facilitate this and other adjacent projects).

Recommendation:

Staff recommends approval of the Final Plat as proposed by Capstone Homes (Riverstone Land, LLC) as well as approval of the proposed Development Agreement for Riverstone 3rd Addition and a one year extension to the Riverstone Preliminary Plat.

Action:

Motion to adopt Resolution #19-120 approving the Development Agreement and Final Plat for Riverstone 3rd Addition as well as a one year extension to the Riverstone Preliminary Plat.

Attachments

Riverstone 3rd Addition Plan Set

Final Plat Sheet

Staff Review

Resolution #19-120

Form Review

Inbox

Tim Gladhill

Kurt Ulrich

Form Started By: Eric Maass

Final Approval Date: 05/23/2019

Reviewed By

Tim Gladhill

Kurt Ulrich

Date

05/23/2019 02:45 PM

05/23/2019 03:01 PM

Started On: 05/14/2019 10:35 AM

RIVERSTONE 3RD ADDITION

CITY OF RAMSEY
COUNTY OF ANOKA
SECS. 20 & 29, TWP. 32, RGE. 25

KNOW ALL PERSONS BY THESE PRESENTS: That Riverstone Development, LLC, a Minnesota limited liability company, owner of the following described property:

Outlot A, RIVERSTONE 2ND ADDITION, according to the recorded plat thereof, Anoka County, Minnesota

Has caused the same to be surveyed and platted as RIVERSTONE 3RD ADDITION and does hereby dedicate to the public for public use the public way and the drainage and utility easements as shown on this plat.

In witness whereof said Riverstone Development, LLC, a Minnesota limited liability company, has caused these presents to be signed by its proper officer this ____ day of _____, 20__.

RIVERSTONE DEVELOPMENT, LLC

Stephen A. Bona, Vice President

STATE OF _____
COUNTY OF _____

This instrument was acknowledged before me on _____ by Stephen A. Bona, Vice President of Riverstone Development, LLC, a Minnesota limited liability company, on behalf of the company.

(Signed)

(Printed)

Notary Public, _____

My commission expires _____

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

Dated this ____ day of _____, 20__.

Thomas R. Balluff, Licensed Land Surveyor
Minnesota License No. 40361

STATE OF _____
COUNTY OF _____

This instrument was acknowledged before me on _____ by Thomas R. Balluff.

(Signed)

(Printed)

Notary Public, _____

My commission expires _____

CITY COUNCIL, CITY OF RAMSEY, MINNESOTA

This plat of RIVERSTONE 3RD ADDITION was approved and accepted by the City Council of the City of Ramsey, Minnesota at a regular meeting thereof held this ____ day of _____, 20__, and said plat is in compliance with the provisions of Minnesota Statutes, Section 505.03, Subd. 2.

CITY COUNCIL, CITY OF RAMSEY, MINNESOTA

By: _____, Mayor

By: _____, Clerk

COUNTY SURVEYOR

I hereby certify that in accordance with Minnesota Statutes, Section 505.021, Subd. 11, this plat has been reviewed and approved this ____ day of _____, 20__.

By: _____
Charles F. Gitzen
Anoka County Surveyor

COUNTY AUDITOR/TREASURER

Pursuant to Minnesota Statutes, Section 505.021, Subd. 9, taxes payable in the year 20__ on the land hereinbefore described have been paid. Also, pursuant to Minnesota Statutes, Section 272.12, there are no delinquent taxes and transfer entered this ____ day of _____, 20__.

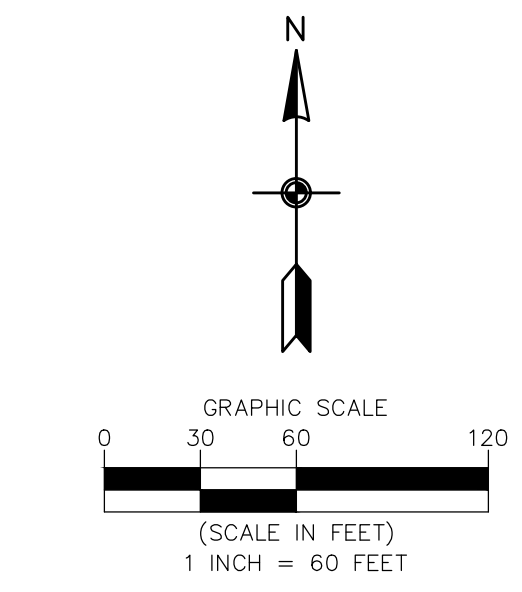
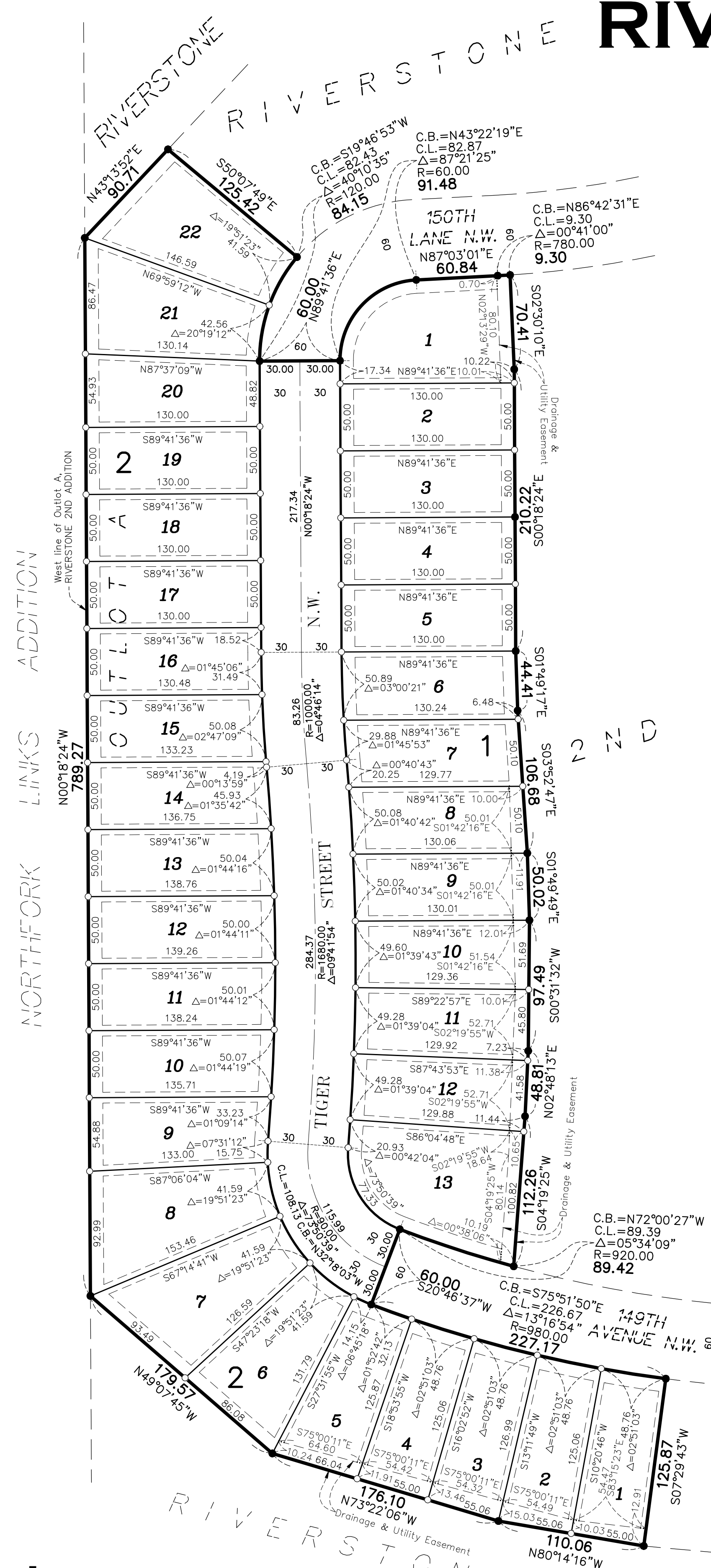
Property Tax Administrator
By _____, Deputy

COUNTY RECORDER/REGISTRAR OF TITLES

County of Anoka, State of Minnesota

I hereby certify that this plat of RIVERSTONE 3RD ADDITION was filed in the office of the County Recorder/Registrar of Titles for public record on this ____ day of _____, 20__, at ____ o'clock ____M. and was duly recorded as Document Number _____

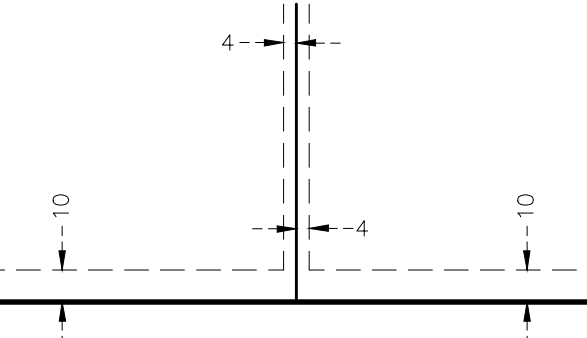
County Recorder/Registrar of Titles
By _____, Deputy



For the purposes of this plat, the West line of Outlot A, RIVERSTONE 2ND ADDITION, is assumed to have a bearing of North 00 degrees 18 minutes 24 seconds West.

- Denotes 5/8 inch by 14 inch Rebar, set or to be set within one year of recording of this plat and marked with license number 40361
- Denotes Found 5/8 inch by 14 inch Rebar, marked with license number 40361

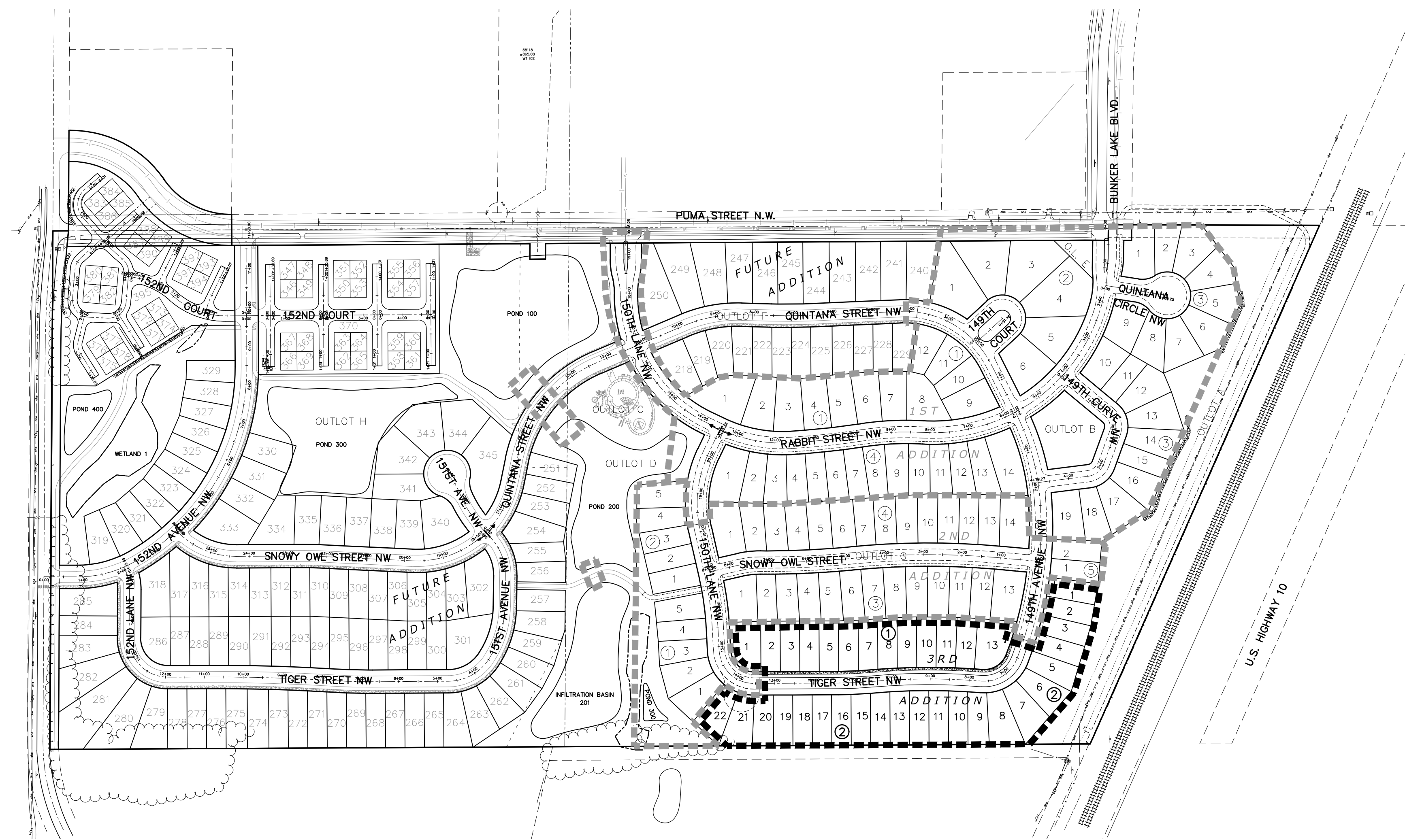
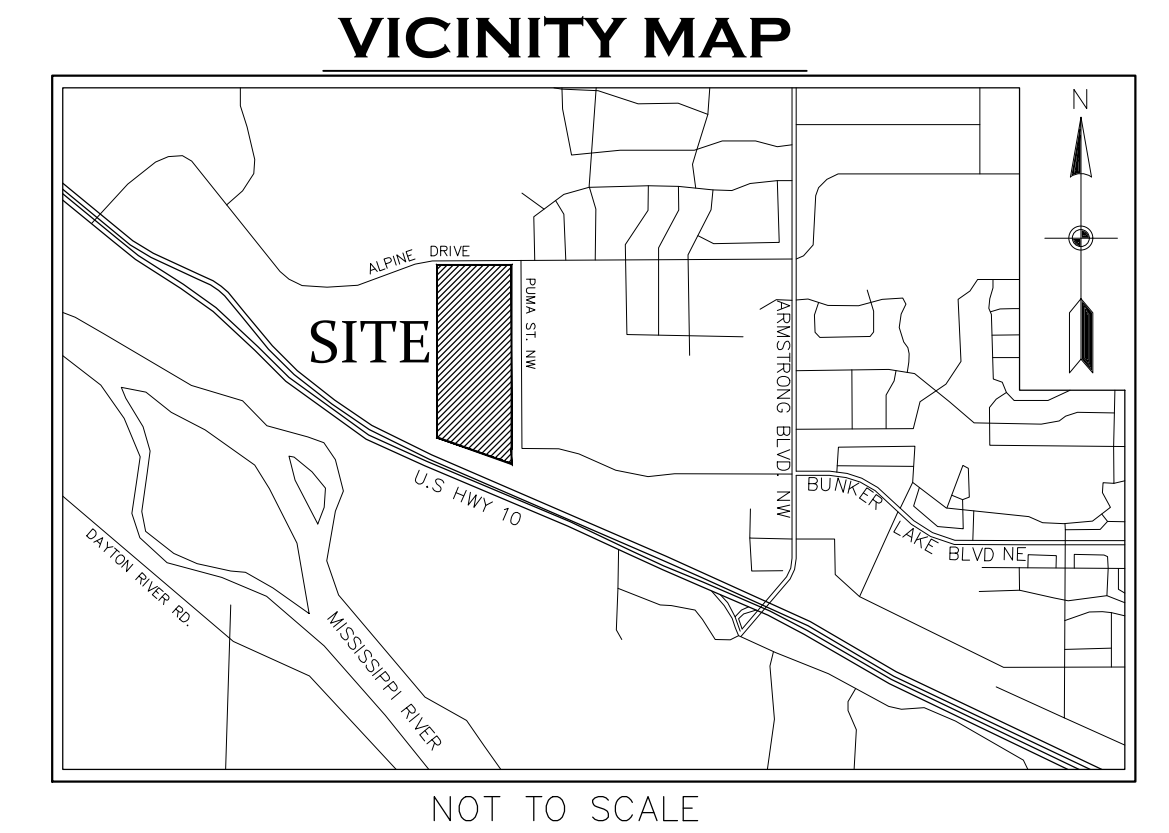
DRAINAGE AND UTILITY EASEMENTS ARE SHOWN THUS:



RIVERSTONE 3RD ADDITION

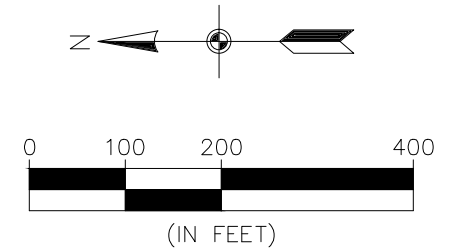
SANITARY SEWER, WATER MAIN, STORM SEWER AND STREET CONSTRUCTION PLANS

RAMSEY, MINNESOTA



SHEET INDEX

1. COVER
2. UTILITY INDEX
3. SANITARY SEWER & WATERMAIN
4. STORM SEWER
5. STREET CONSTRUCTION
 - TIGER STREET NW/149TH AVENUE NW
- 6-7. DETAILS

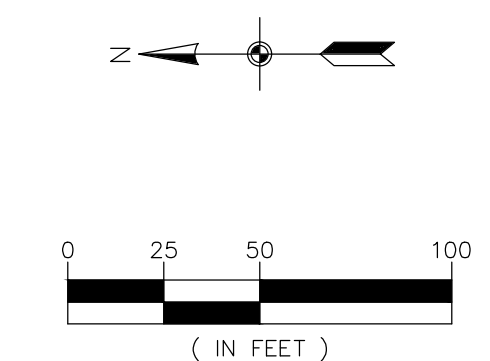
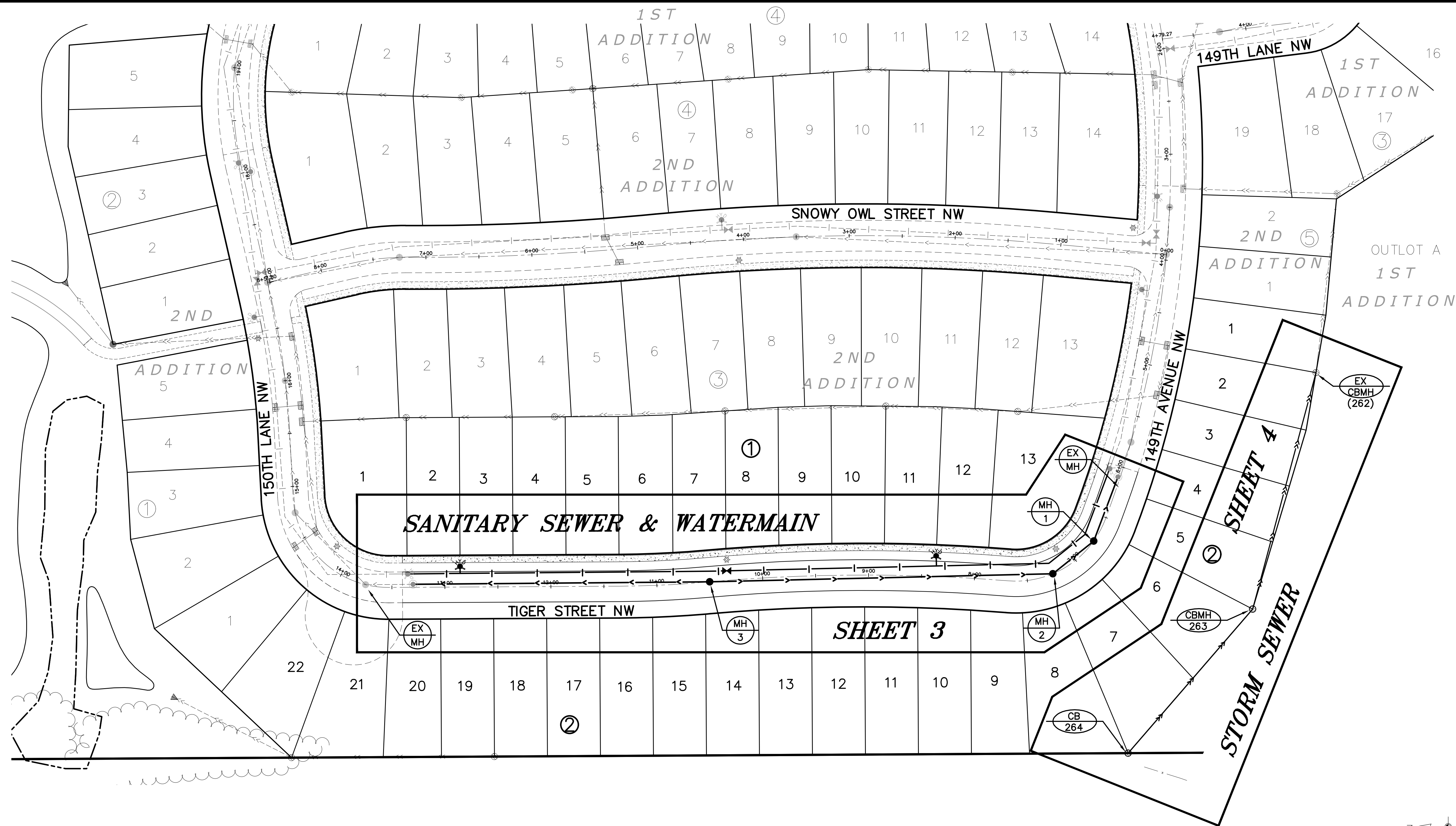


BENCHMARK

1. Anoka County Benchmark No. 3076
Elev.= 890.186 (NAVD 88)
2. Anoka County Benchmark No. 2078
Elev.= 899.499 (NAVD 88)



The subsurface utility information shown on this plan is utility Quality Level D. This quality level was determined according to the guidelines of C/ASCE 38-02, entitled "Standard Guideline for the Collection and Depiction of Existing Subsurface Utility Data."



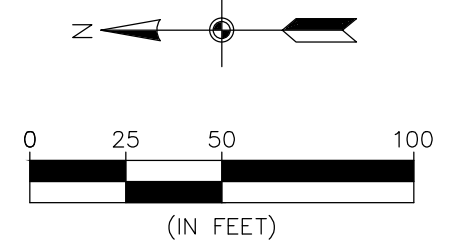
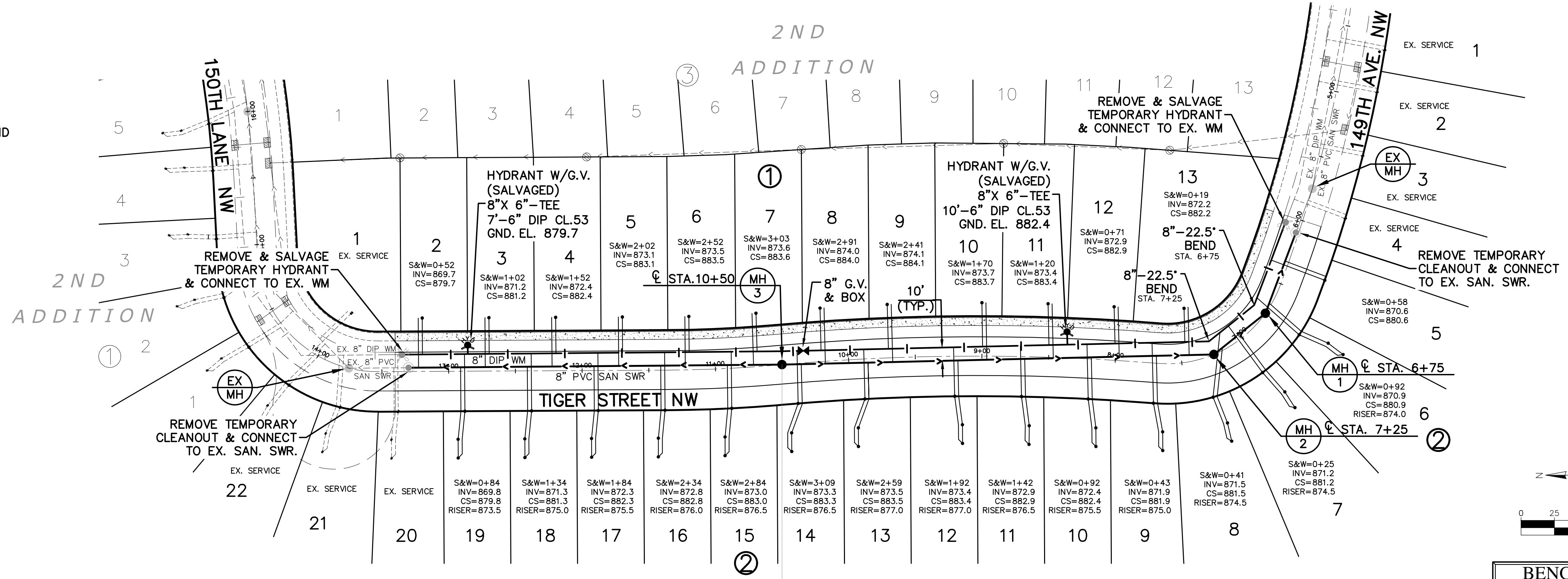
BENCHMARK	
1.	Anoka County Benchmark No. 3076 Elev.= 890.186 (NAVD 88)
2.	Anoka County Benchmark No. 2078 Elev.= 899.499 (NAVD 88)

GENERAL NOTES:

- SANITARY SEWER SERVICES SHALL BE 4" PVC SDR 26 UNLESS OTHERWISE NOTED.
- WATER SERVICES SHALL BE 1" DIA. TYPE K COPPER WITH 7.5' MINIMUM COVER.
- SANITARY SEWER SERVICE WYES ARE STATIONED FROM THE DOWN STREAM MANHOLE.
- SANITARY SEWER INVERTS ARE SHOWN AT THE CURB STOP AND AT THE RISER PIPE INSIDE THE BUILDING (FOR VILLA UNITS).
- SANITARY SEWER & WATER SERVICES SHALL BE CONSTRUCTED TO THE R/W WHERE THERE IS NO SIDEWALK, AND 10' BEYOND THE R/W WHERE THERE IS SIDEWALK.

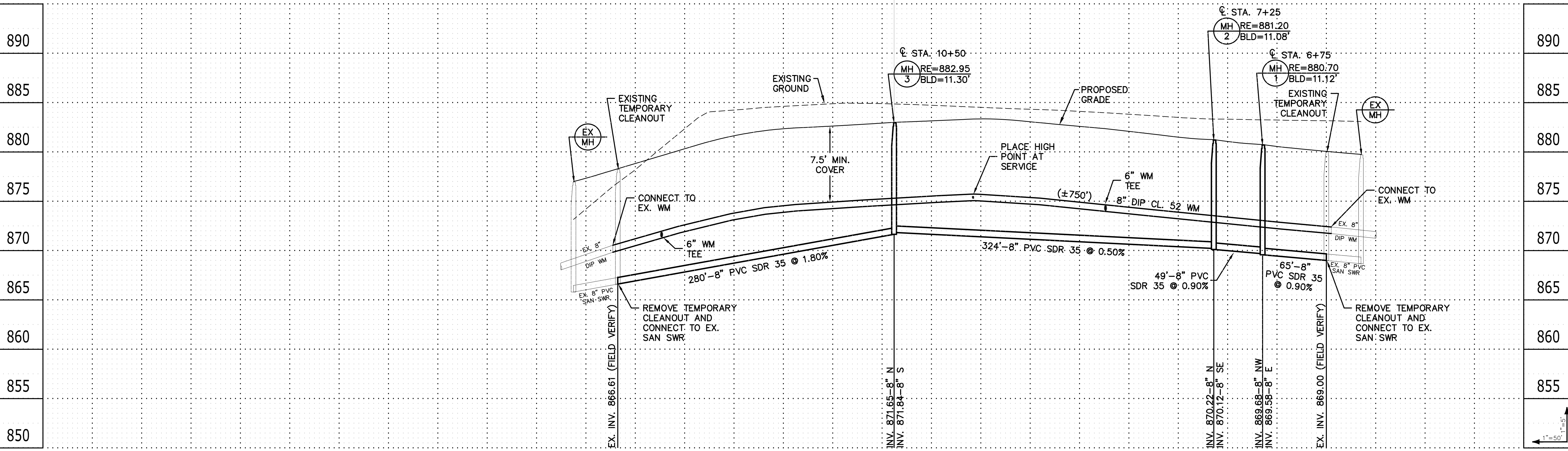
LEGEND

	EXISTING	PROPOSED
SANITARY MANHOLE		
FIRE HYDRANT		
GATE VALVE		
CATCH BASIN		
FLARED END SECTION		
STORM MANHOLE		
SERVICE		
WATERMAIN		
SANITARY SEWER		
FORCEMAIN		
STORM SEWER		
PROPERTY LINE		
SETBACK LINE		
CURB		
CONCRETE SURFACE		
INSULATION		



BENCHMARK

- Anoka County Benchmark No. 3076
Elev. = 890.186 (NAVD 88)
- Anoka County Benchmark No. 2078
Elev. = 899.499 (NAVD 88)



Carlson McCain
 • environmental
 • engineering
 • surveying

3890 Pheasant Ridge DR. NE,
 Suite 100
 Blaine, MN 55449
 Phone: (763) 489-7900
 Fax: (763) 489-7959
 www.carlsonmccain.com

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: Brian J. Krystofiak, P.E.
 Signature: *Brian J. Krystofiak*
 Date: 2/15/19 License #: 25063

Drawn: ADB
 Designed: BJK
 Date: 2/15/19

Revisions:
 1.

RIVERSTONE DEVELOPMENT, LLC.
 14015 Sunfish Lake Blvd., Suite 400
 Ramsey, MN 55303

RIVERSTONE 3RD ADDITION
 Ramsey, Minnesota

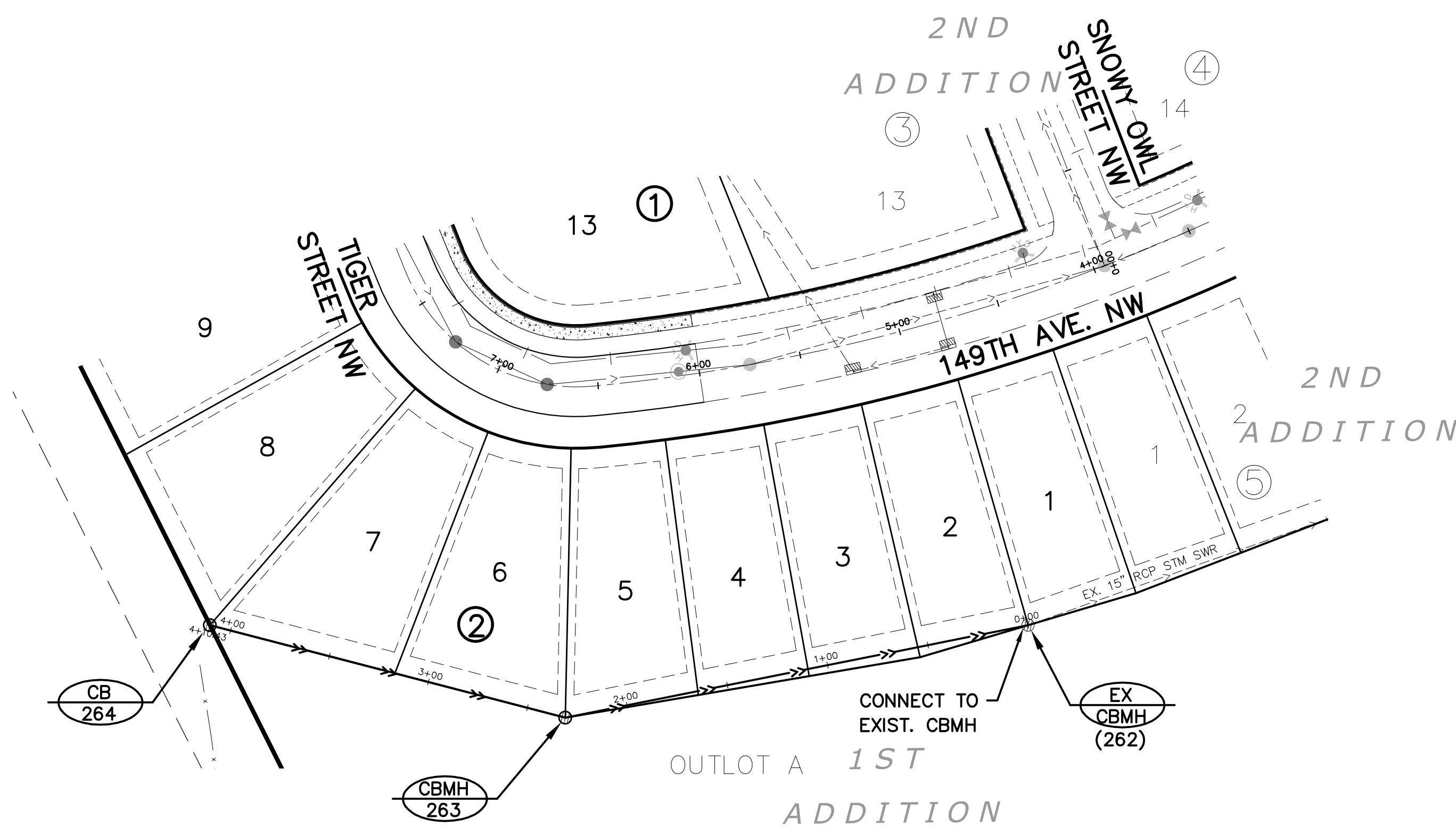
SANITARY SEWER & WATER MAIN

3 of 7

Save Date: 02/14/19 F:\06616421 - 6440\6435 - ramsey site\cad\3d(engineering)\3rd addition\6435_3rd_utility.dwg

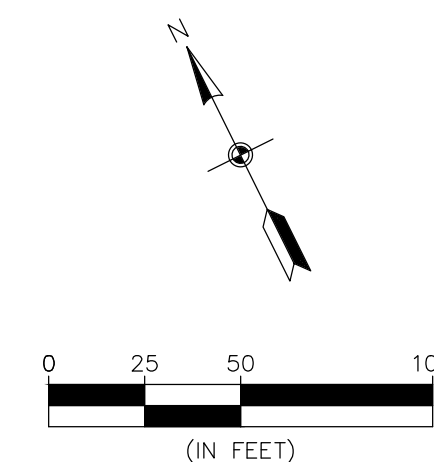
STORM SEWER SCHEDULE		
STRUCTURE	NEENAH CASTING or EQUAL	
TYPE & No.	SIZE	
CBM-263	48" DIA.	R-2570
CB-264	27" DIA.	R-2570

GENERAL NOTES:
 1. INSTALL SEDIMENT CONTROL BARRIER INSERTS ON ALL CATCH BASINS (SEE DETAIL).



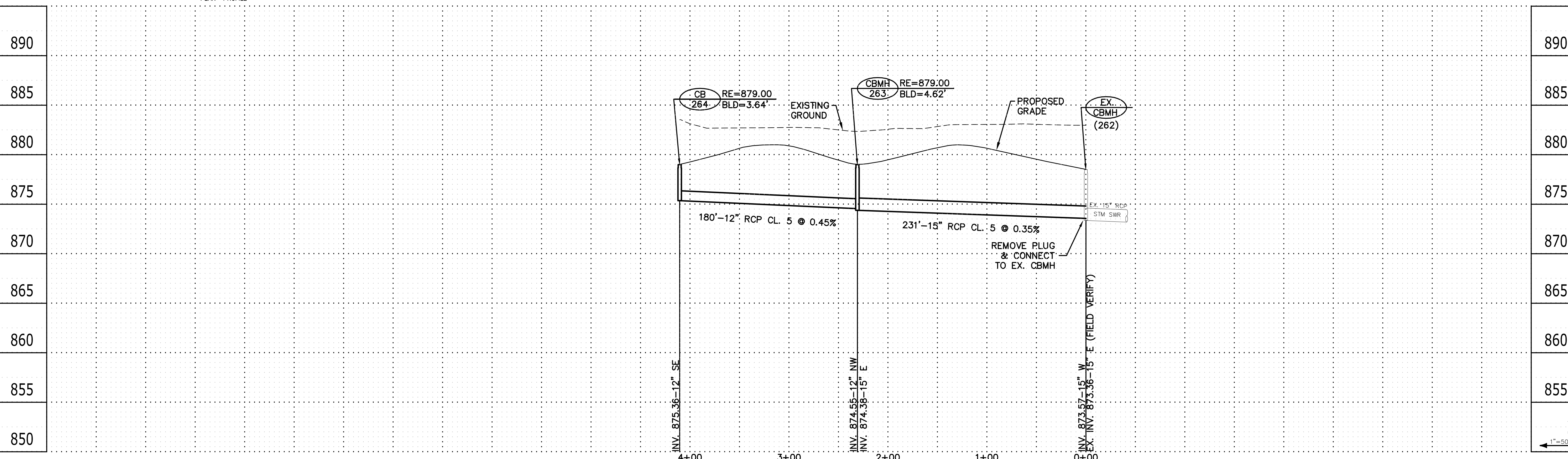
LEGEND

EXISTING	PROPOSED
SANITARY MANHOLE	SANITARY MANHOLE
FIRE HYDRANT	FIRE HYDRANT
GATE VALVE	GATE VALVE
CATCH BASIN	CATCH BASIN
FLARED END SECTION	FLARED END SECTION
STORM MANHOLE	STORM MANHOLE
WATERMAIN	WATERMAIN
SANITARY SEWER	SANITARY SEWER
FORCEMAIN	FORCEMAIN
STORM SEWER	STORM SEWER
PROPERTY LINE	PROPERTY LINE
SETBACK LINE	SETBACK LINE
CURB	CURB
CONCRETE SURFACE	CONCRETE SURFACE
INSULATION	INSULATION
	PLAN
	PROFILE



BENCHMARK

- Anoka County Benchmark No. 3076
Elev. = 890.186 (NAVD 88)
- Anoka County Benchmark No. 2078
Elev. = 899.499 (NAVD 88)



3890 Pheasant Ridge DR. NE,
 Suite 100
 Blaine, MN 55449
 Phone: (763) 489-7900
 Fax: (763) 489-7959
 www.carlsonmccain.com

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: Brian J. Krystofiak, P.E.
 Signature: *Brian J. Krystofiak*
 Date: 2/15/19 License #: 25063

Drawn: ADB
 Designed: BJK
 Date: 2/15/19

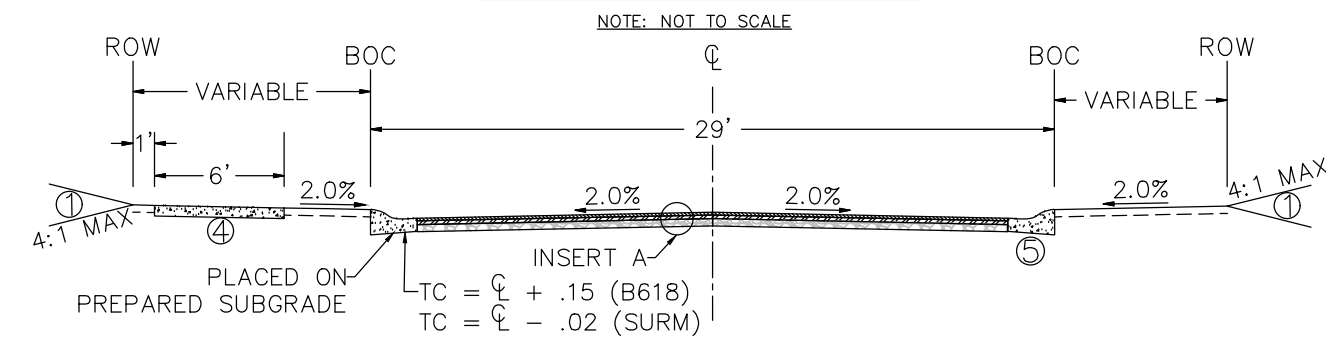
Revisions:
 1.

RIVERSTONE DEVELOPMENT, LLC.
 14015 Sunfish Lake Blvd., Suite 400
 Ramsey, MN 55303

RIVERSTONE 3RD ADDITION
 Ramsey, Minnesota

STORM SEWER

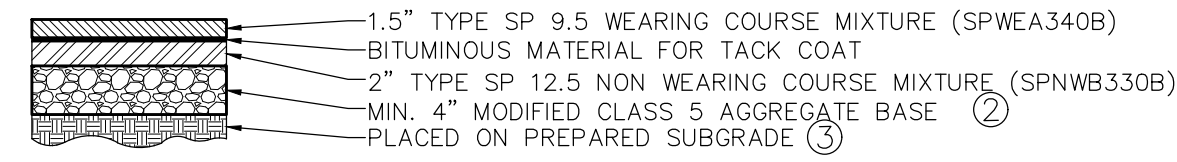
29' - URBAN STREET



REFERENCE NOTES:

- GRADE TO MATCH EXISTING SURFACE MINIMUM 4" COMMON TOPSOIL BORROW IN BOULEVARDS. SEE CITY PLATE No. ERO-6
- CLASS 5 GRADATION IS MODIFIED PER CITY PLATE No. STR-26
- CONTRACTOR SHALL SCARIFY AND COMPACT, ACCORDING TO THE SPECIFIED DENSITY METHOD, THE TOP 12 INCHES OF MATERIAL PRIOR TO PLACING ANY FILL MATERIALS OR CLASS 5 AGGREGATE BASE.
- ALL SIDEWALKS SHALL BE 6" THICK, 6" WIDE, PLACED ON PREPARED SUBGRADE.
- CONCRETE CURB AND GUTTER PER PLAN. SEE CITY PLATE No. STR-1.

INSERT A:



CURVE DATA (149TH AVENUE NW/TIGER STREET NW)

PC = 2+37.41	PC = 6+51.98	PC = 7+67.98	PC = 10+52.35
PT = 6+51.98	PT = 7+67.98	PT = 10+52.35	PT = 11+35.61
Δ = 025°00'12"	Δ = 073°50'39"	Δ = 009°41'54"	Δ = 004°46'14"
R = 950.00'	R = 90.00'	R = 1680.00'	R = 1000.00'
T = 210.64'	T = 67.63'	T = 142.52'	T = 41.65'
L = 414.5718'	L = 115.9941'	L = 284.3687'	L = 83.2606'

CURB TYPES LEGEND

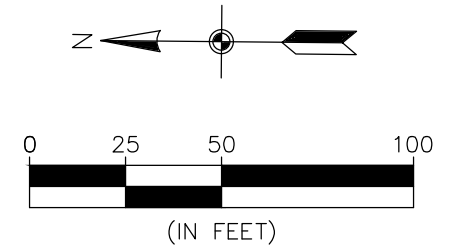
	SURMOUNTABLE CONCRETE CURB & GUTTER
	B618 CONCRETE CURB & GUTTER
	B618 CONCRETE CURB & GUTTER (TIP OUT)
	TC 98.76 DENOTES TOP OF CURB ELEVATION FOR THE TYPE OF CURB SHOWN.

SIGN SCHEDULE

SIGN	SIGN NO.	SIZE	QUANTITY
	R8-3A	12" x 18"	3

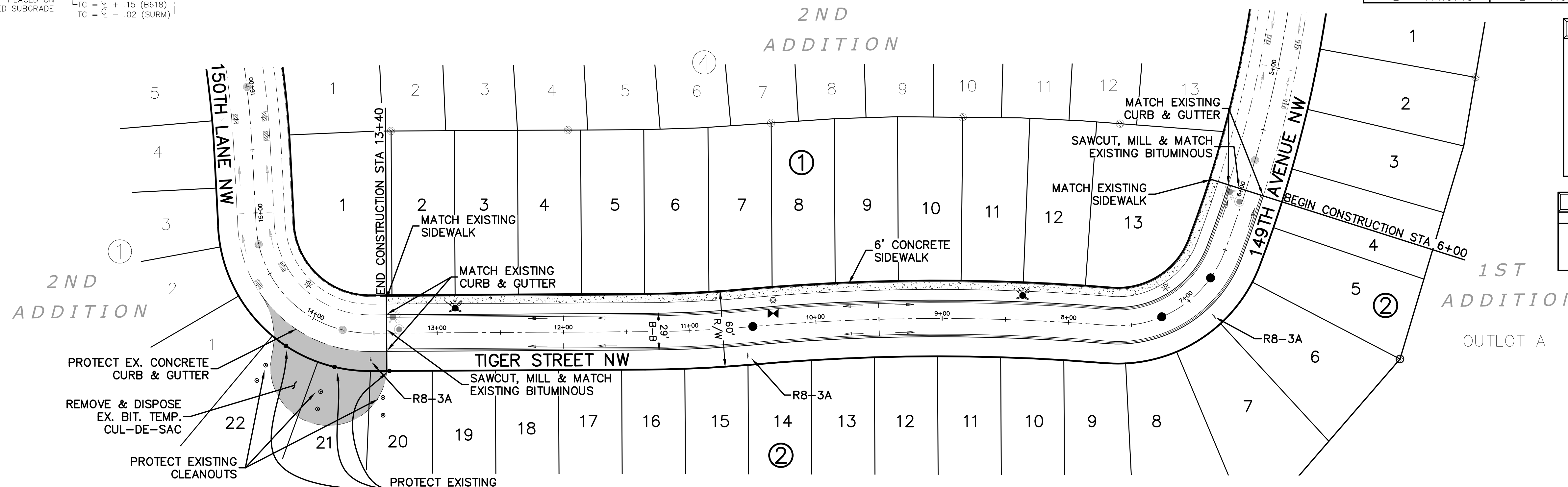
LIGHTING NOTES:

PROPOSED LIGHT LOCATION.



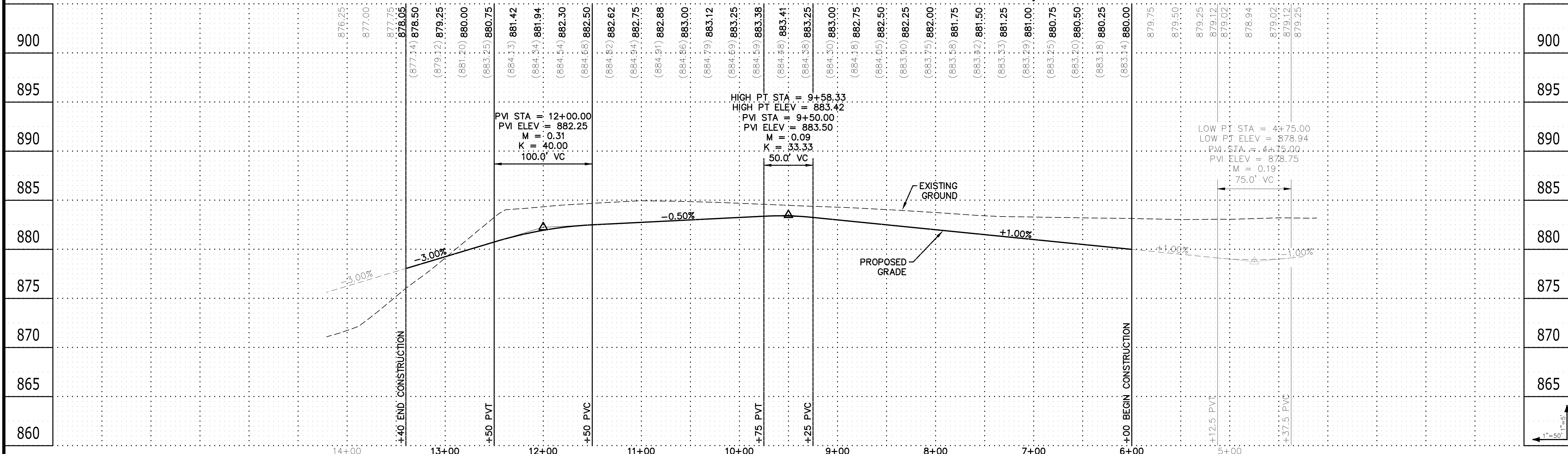
BENCHMARK

- Anoka County Benchmark No. 3076 Elev. = 890.186 (NAVD 88)
- Anoka County Benchmark No. 2078 Elev. = 899.499 (NAVD 88)



TIGER STREET NW

149TH AVENUE NW



3890 Pheasant Ridge DR. NE, Suite 100, Blaine, MN 55449
 Phone: (763) 489-7900
 Fax: (763) 489-7959
 www.carlsonmccain.com

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: Brian J. Krystofiak, P.E.
 Signature: *Brian J. Krystofiak*
 Date: 2/15/19 License #: 25063

Drawn: ADB
 Designed: BJK
 Date: 2/15/19

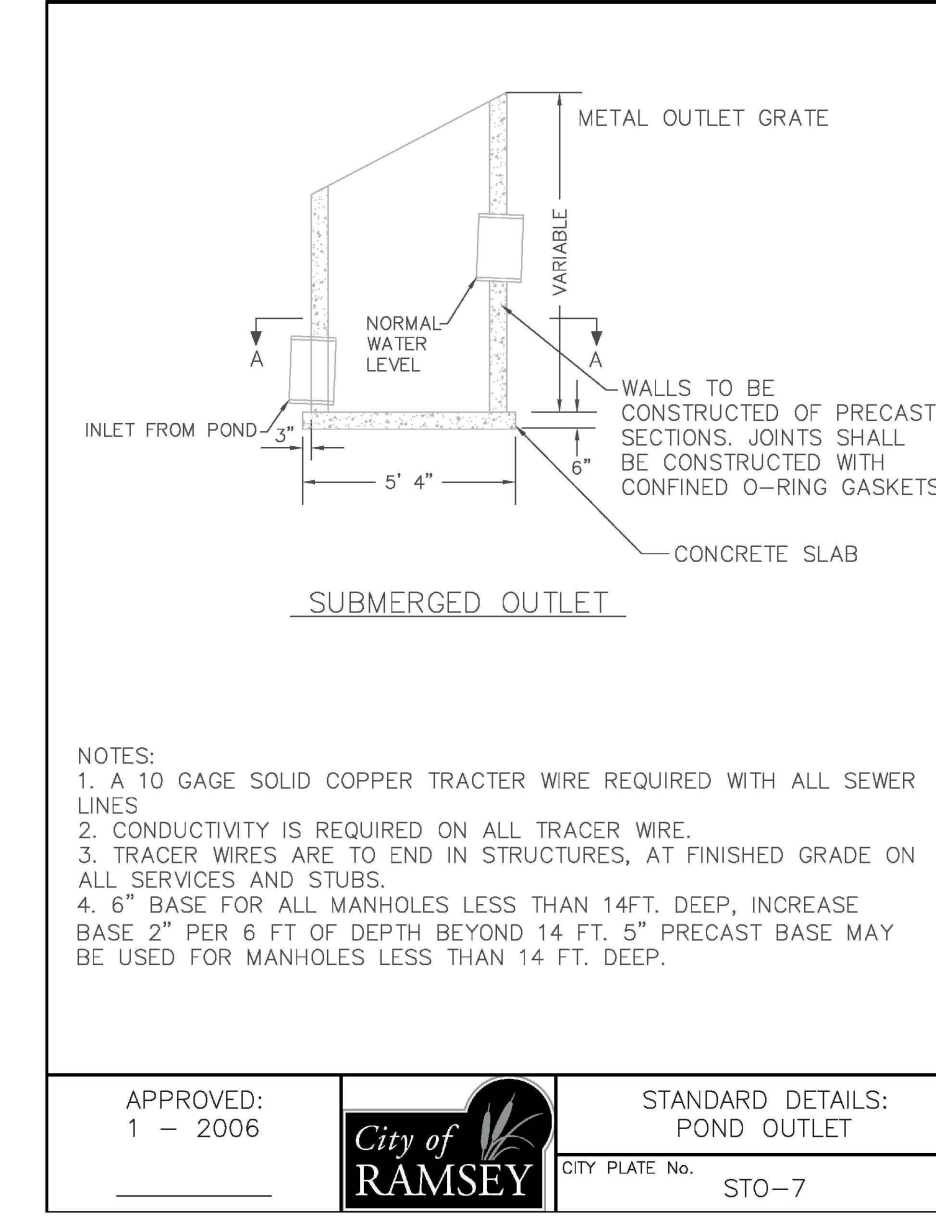
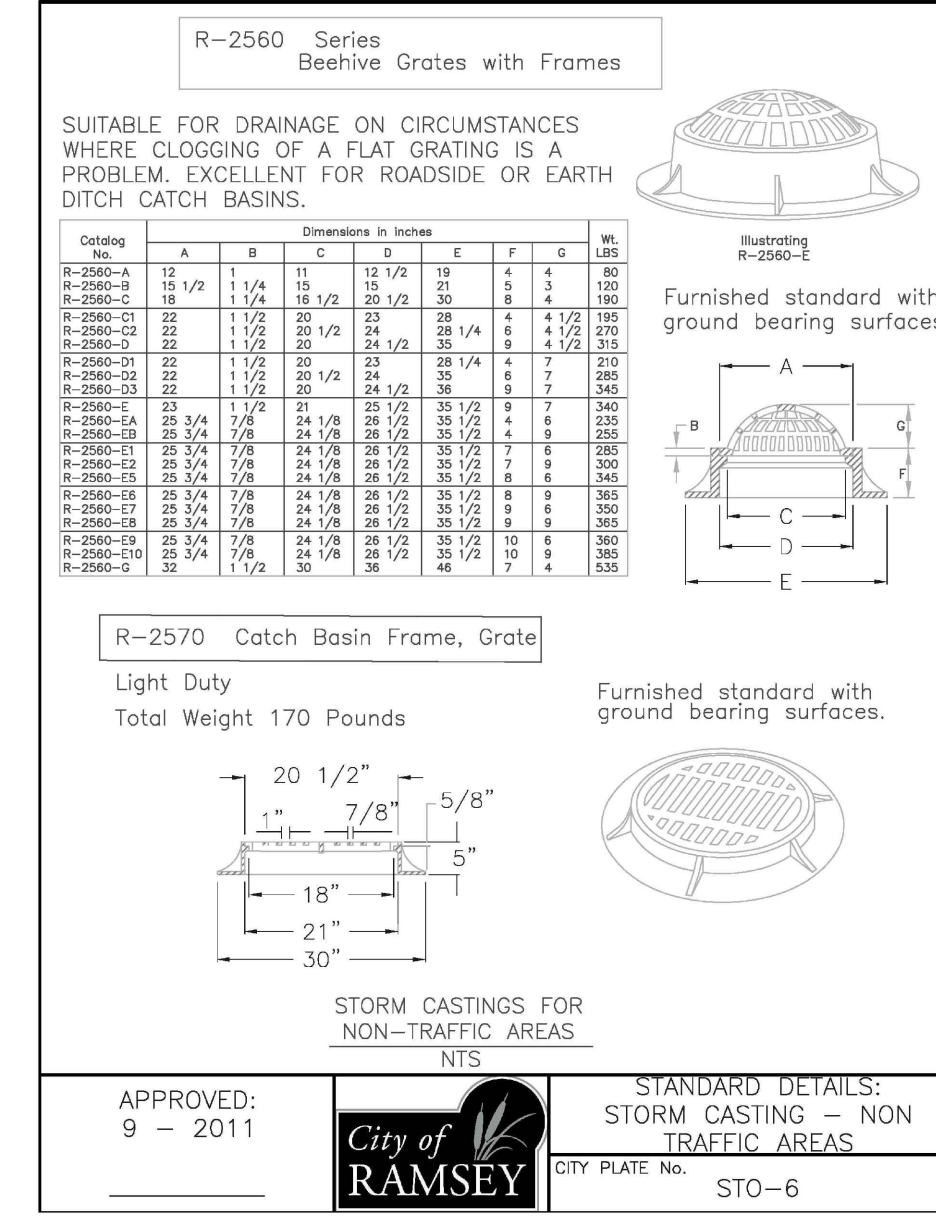
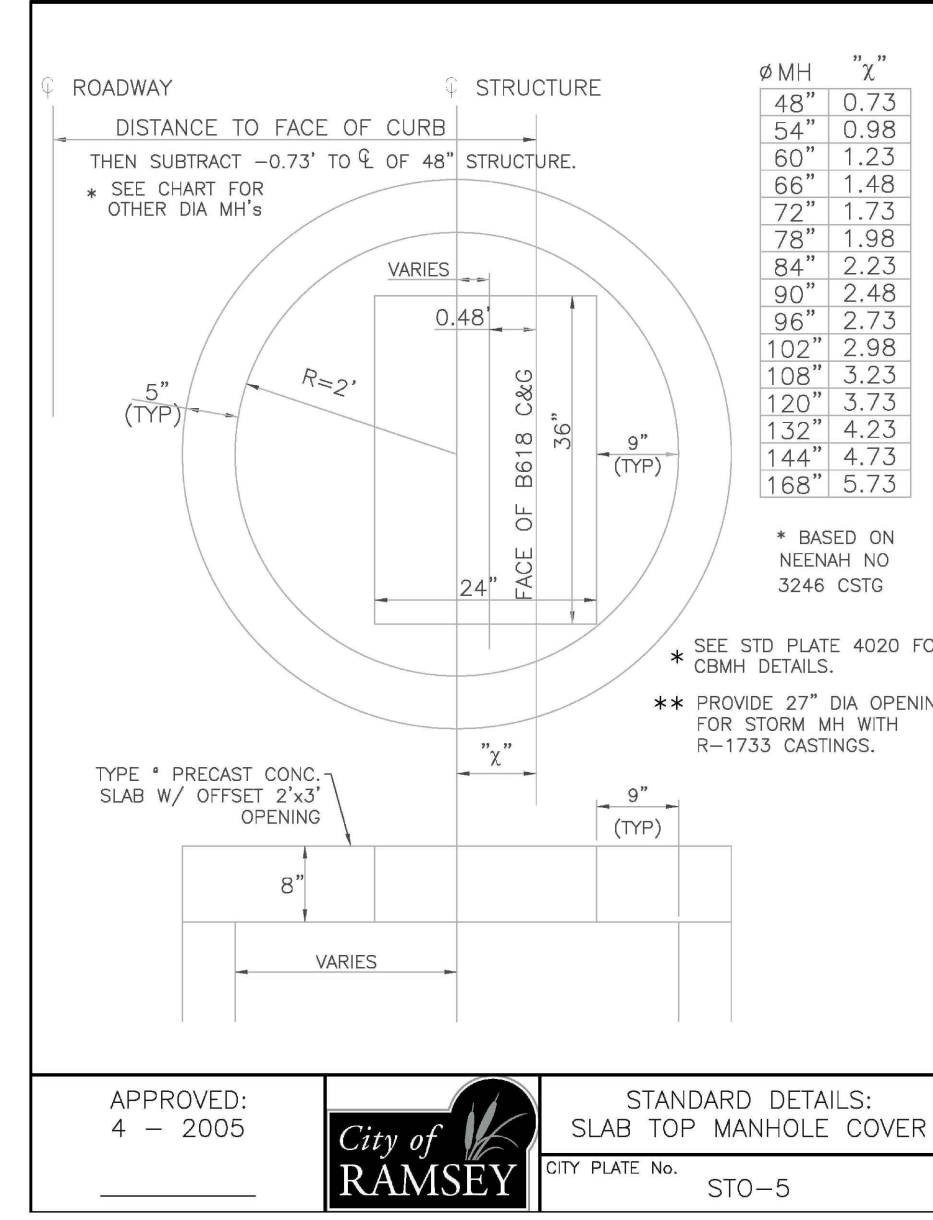
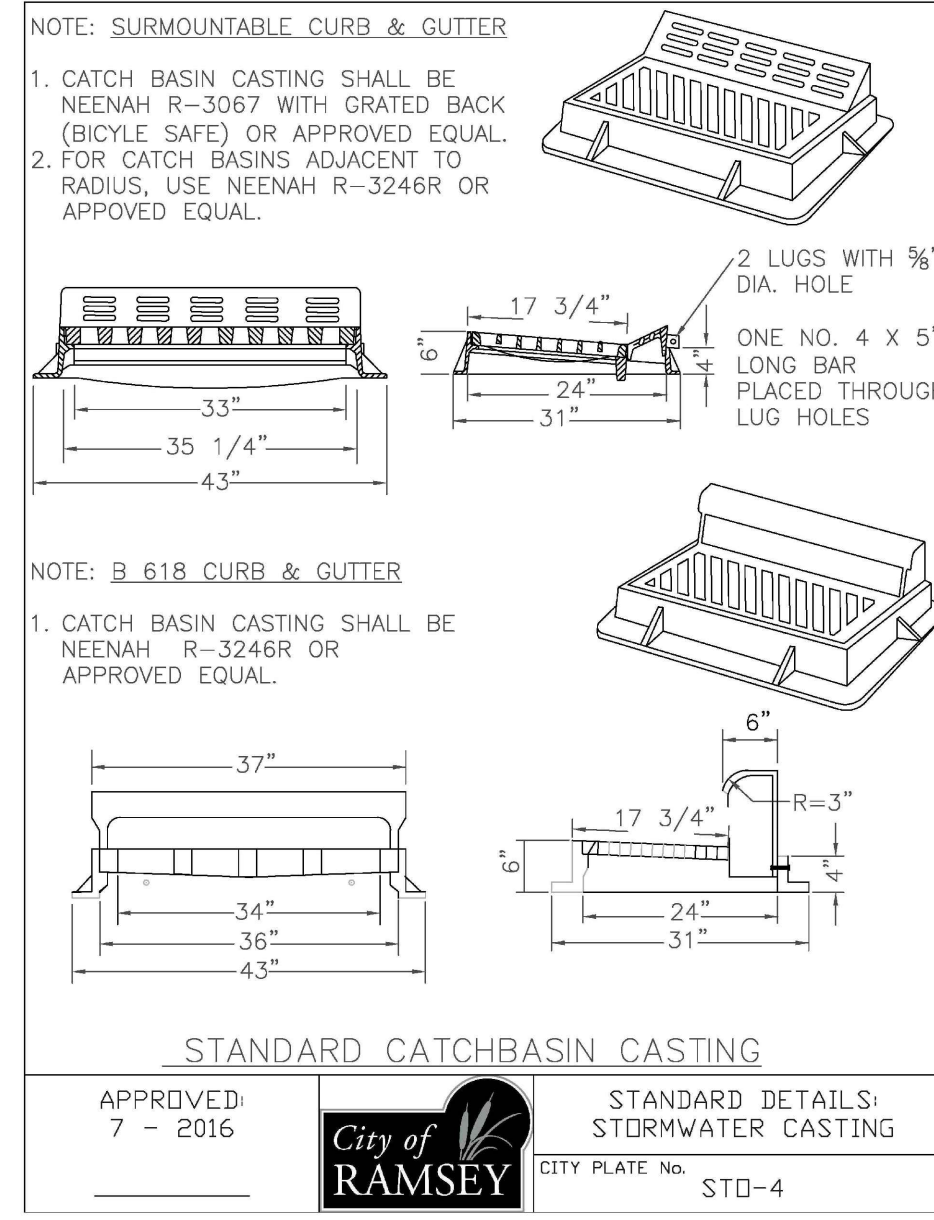
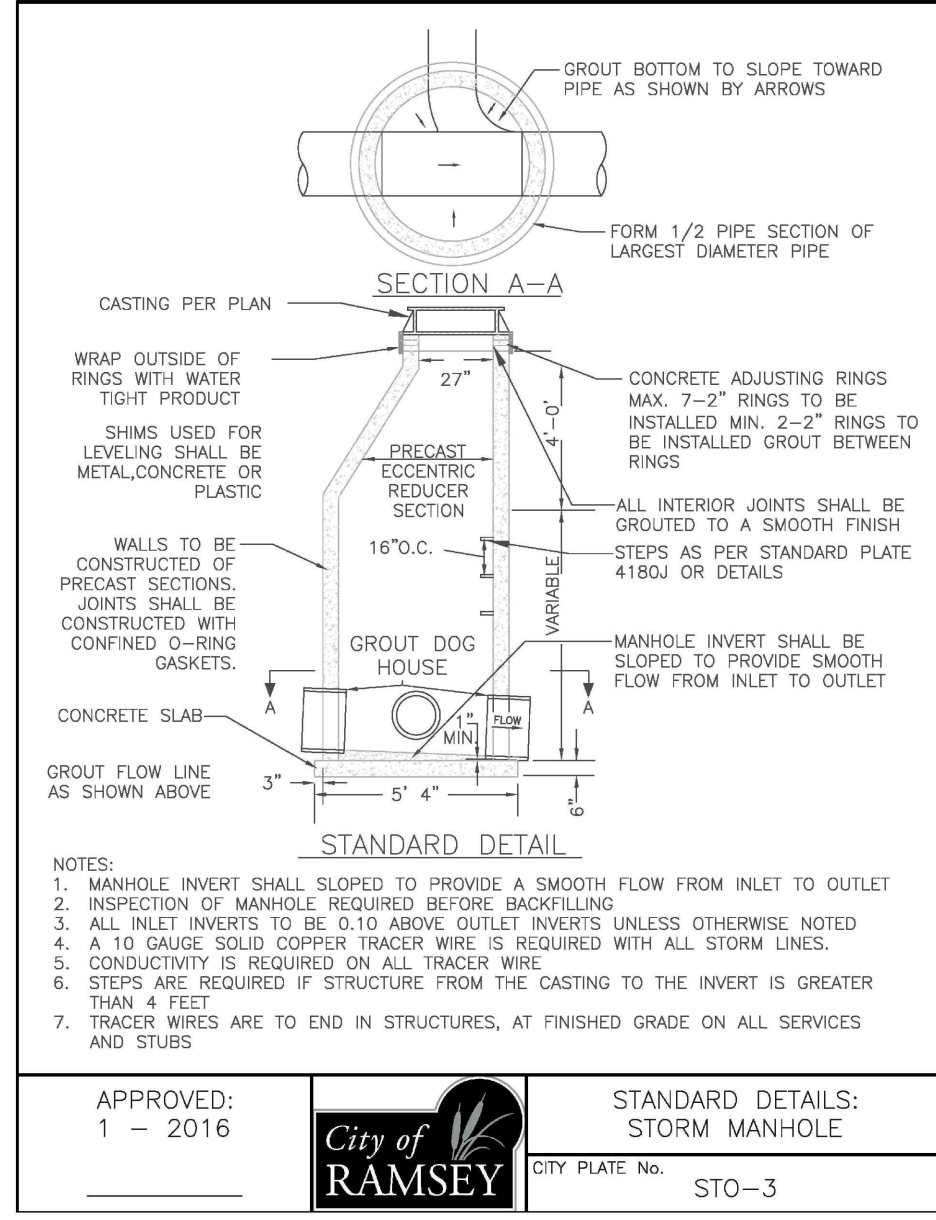
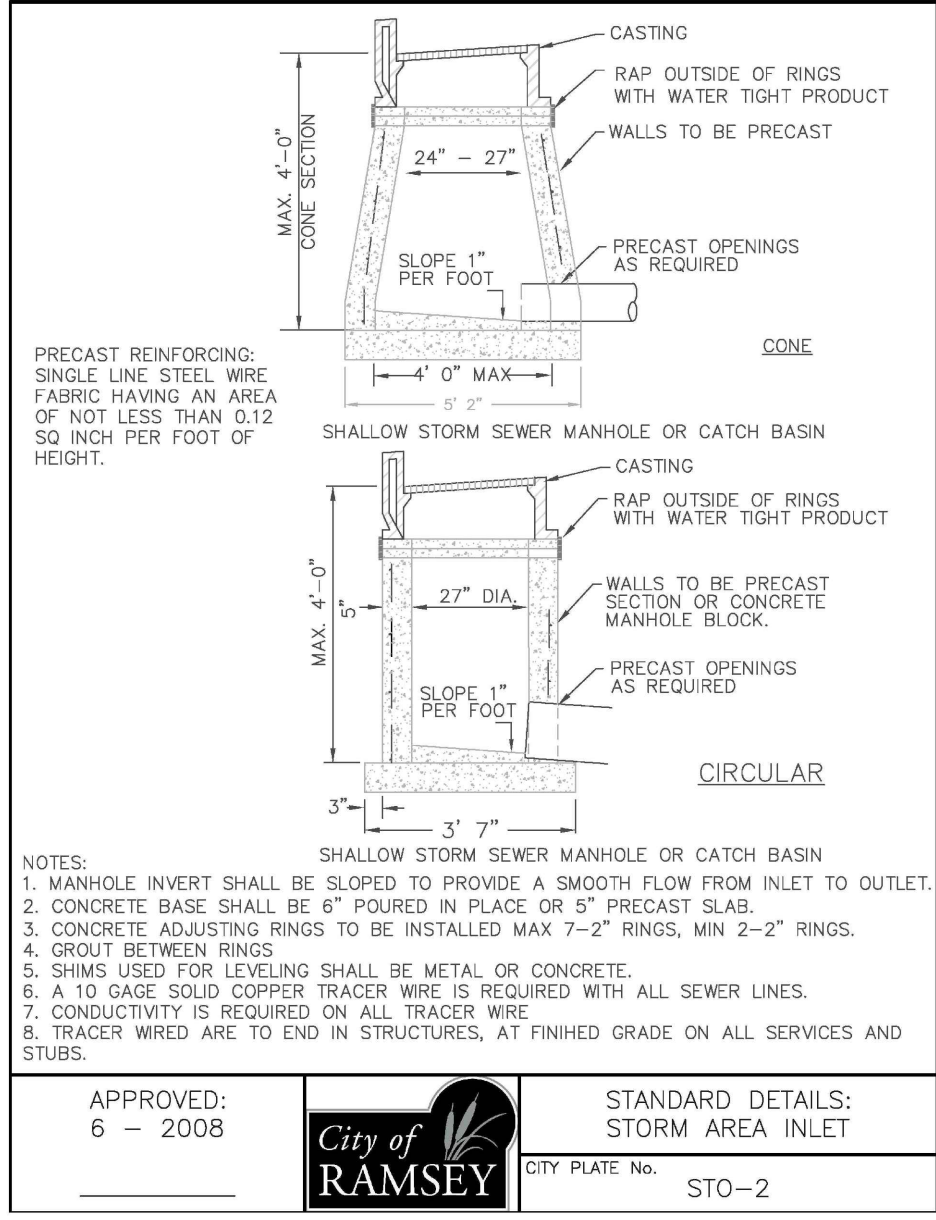
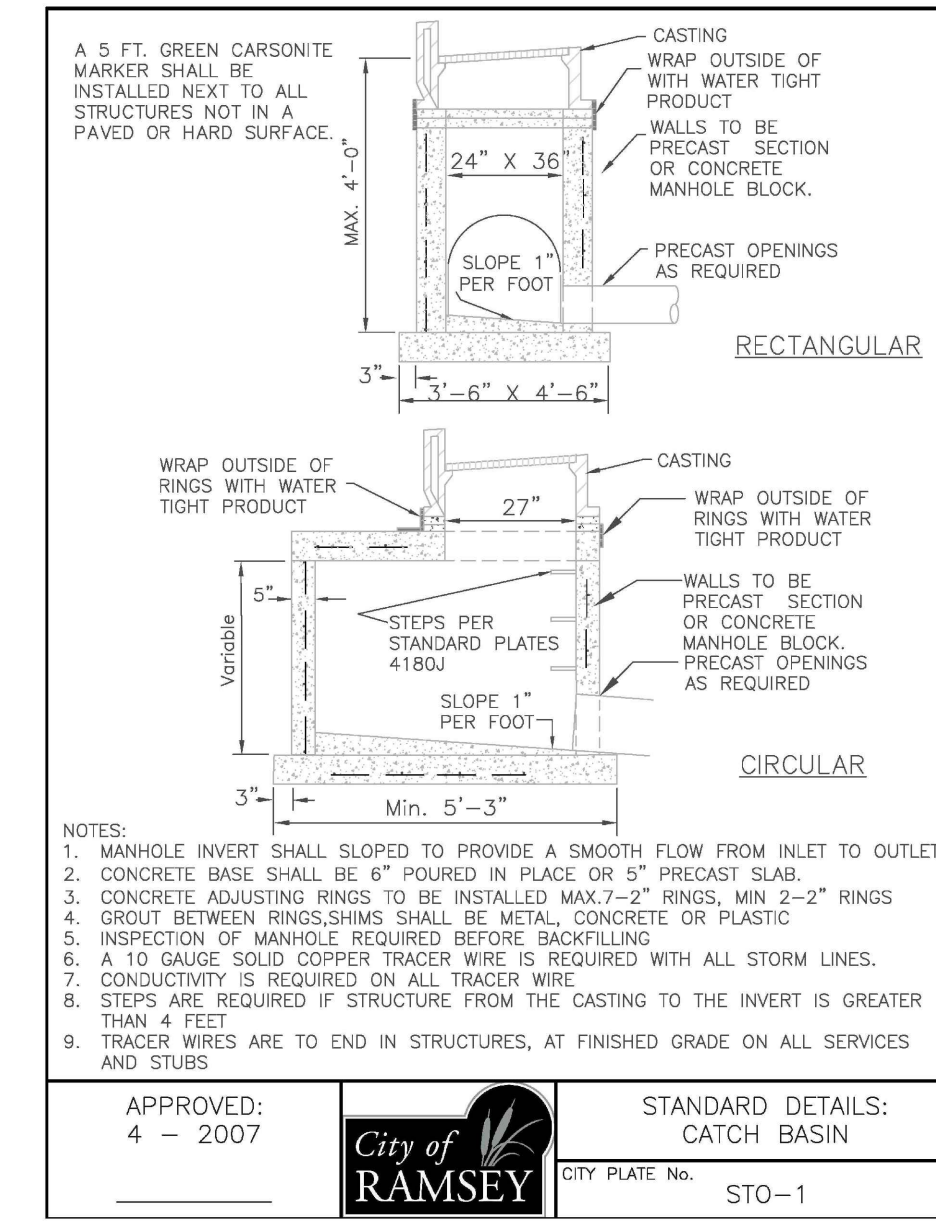
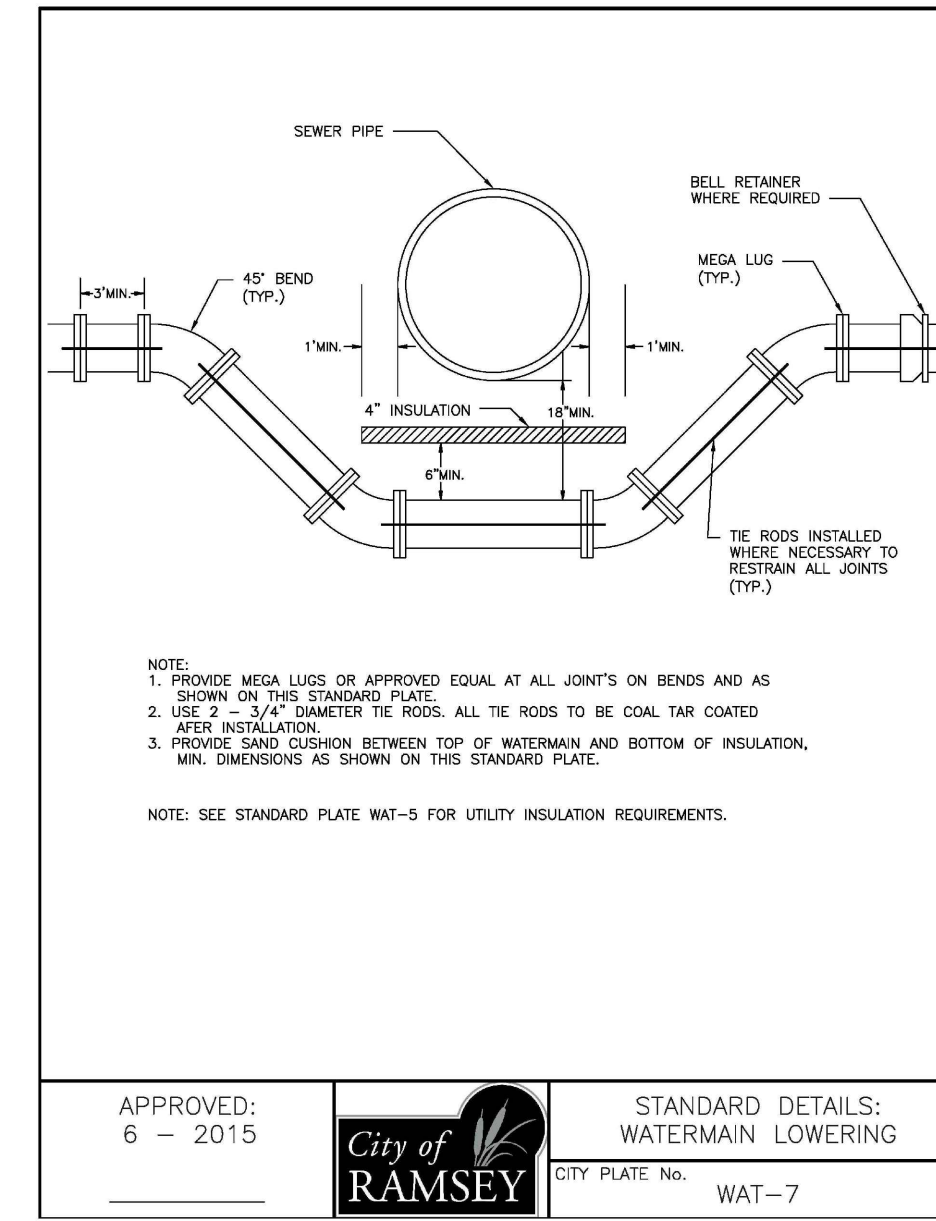
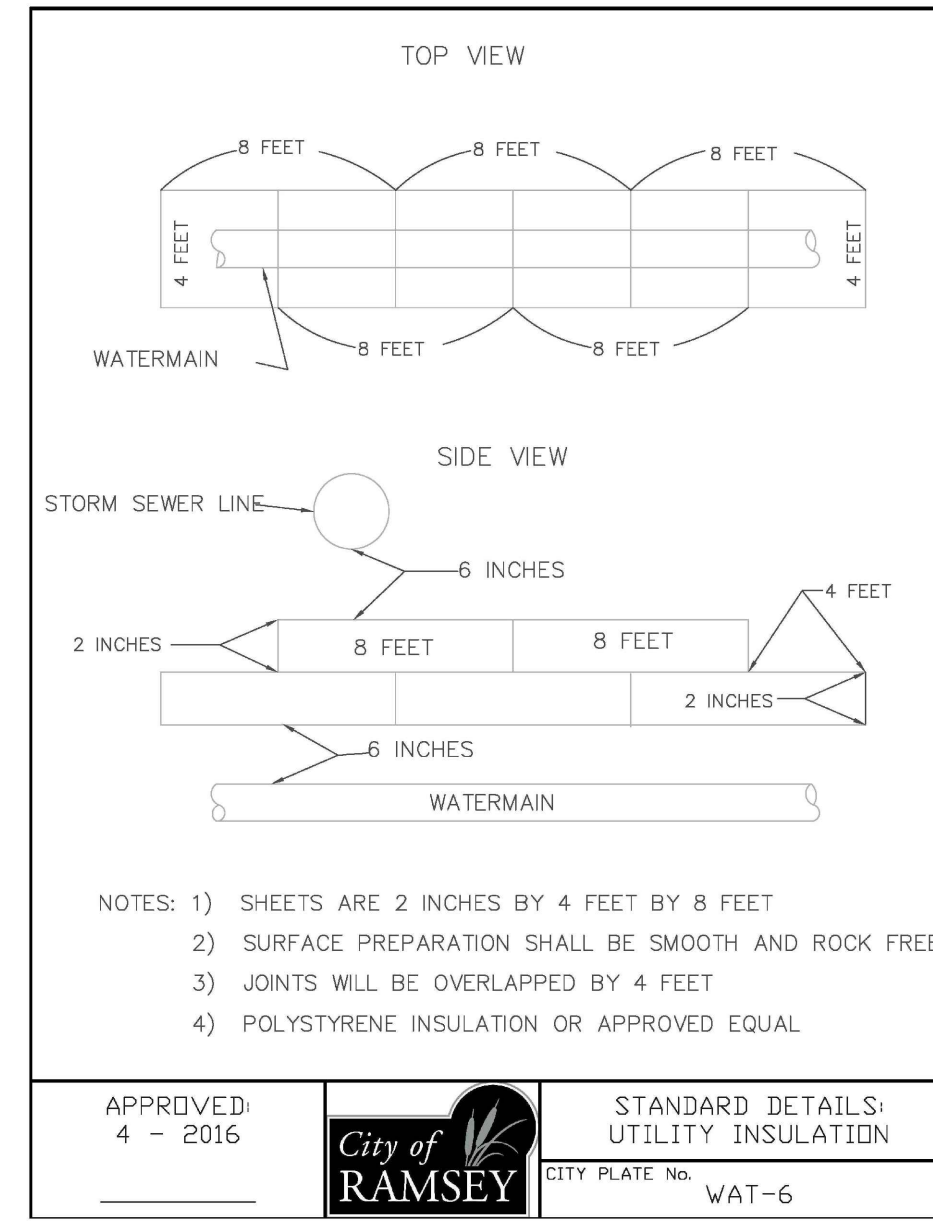
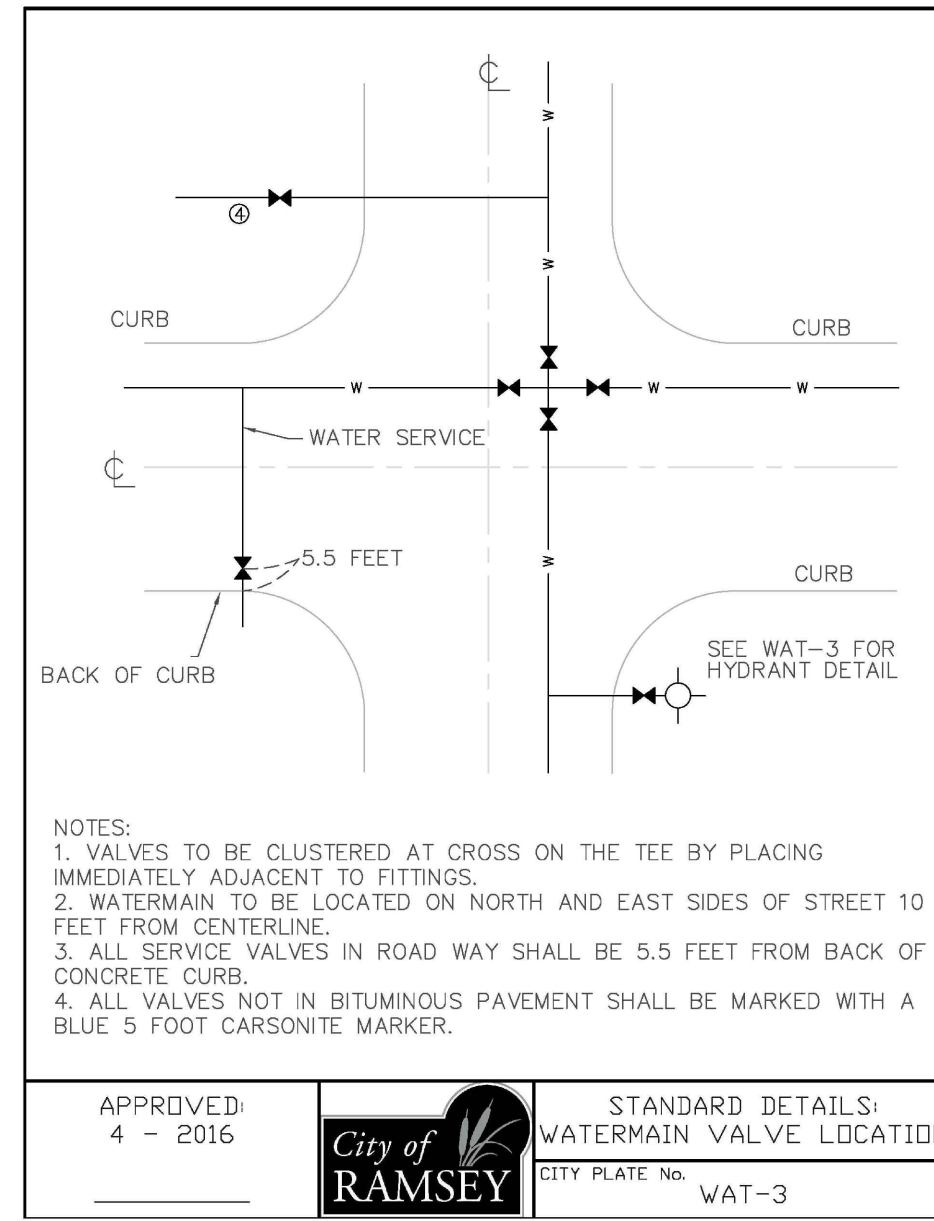
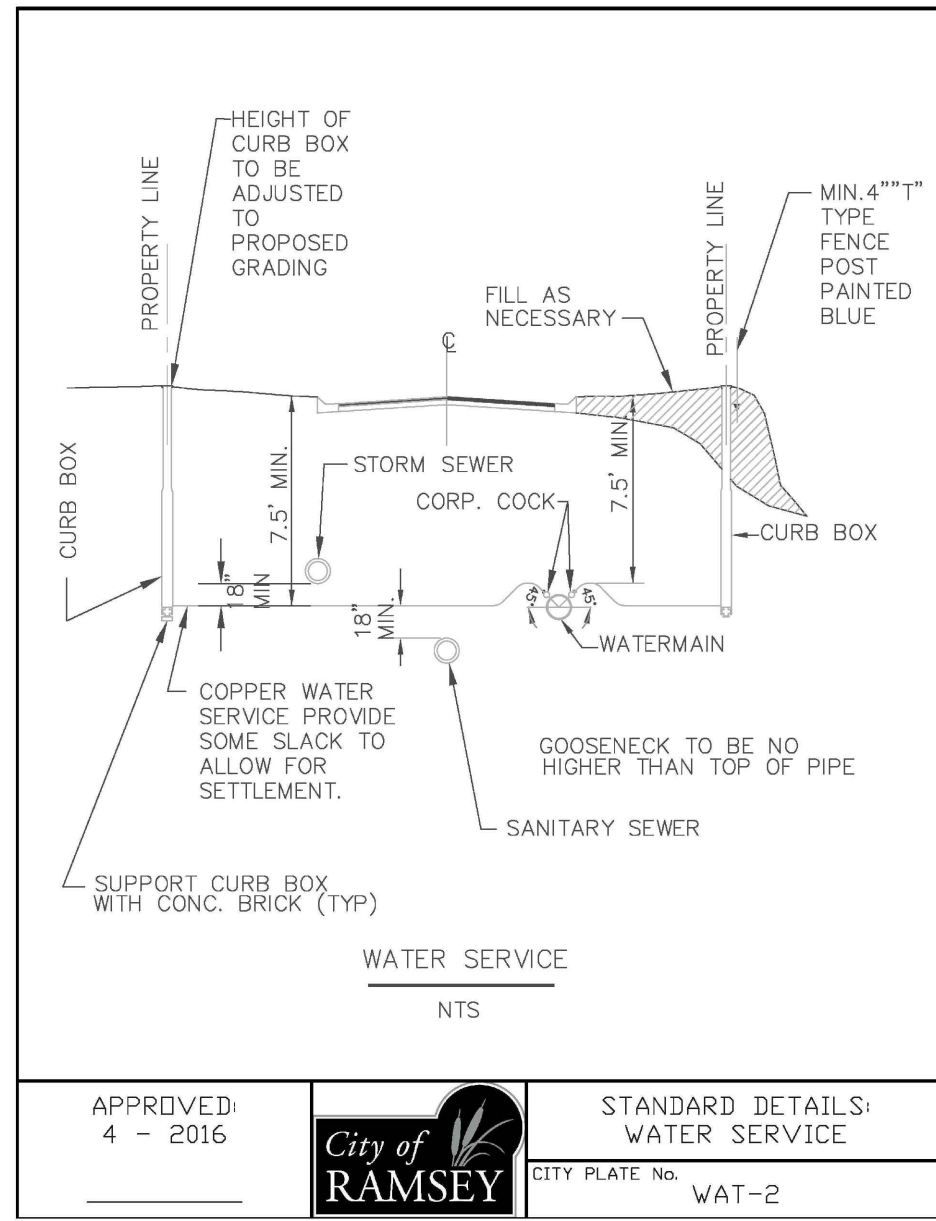
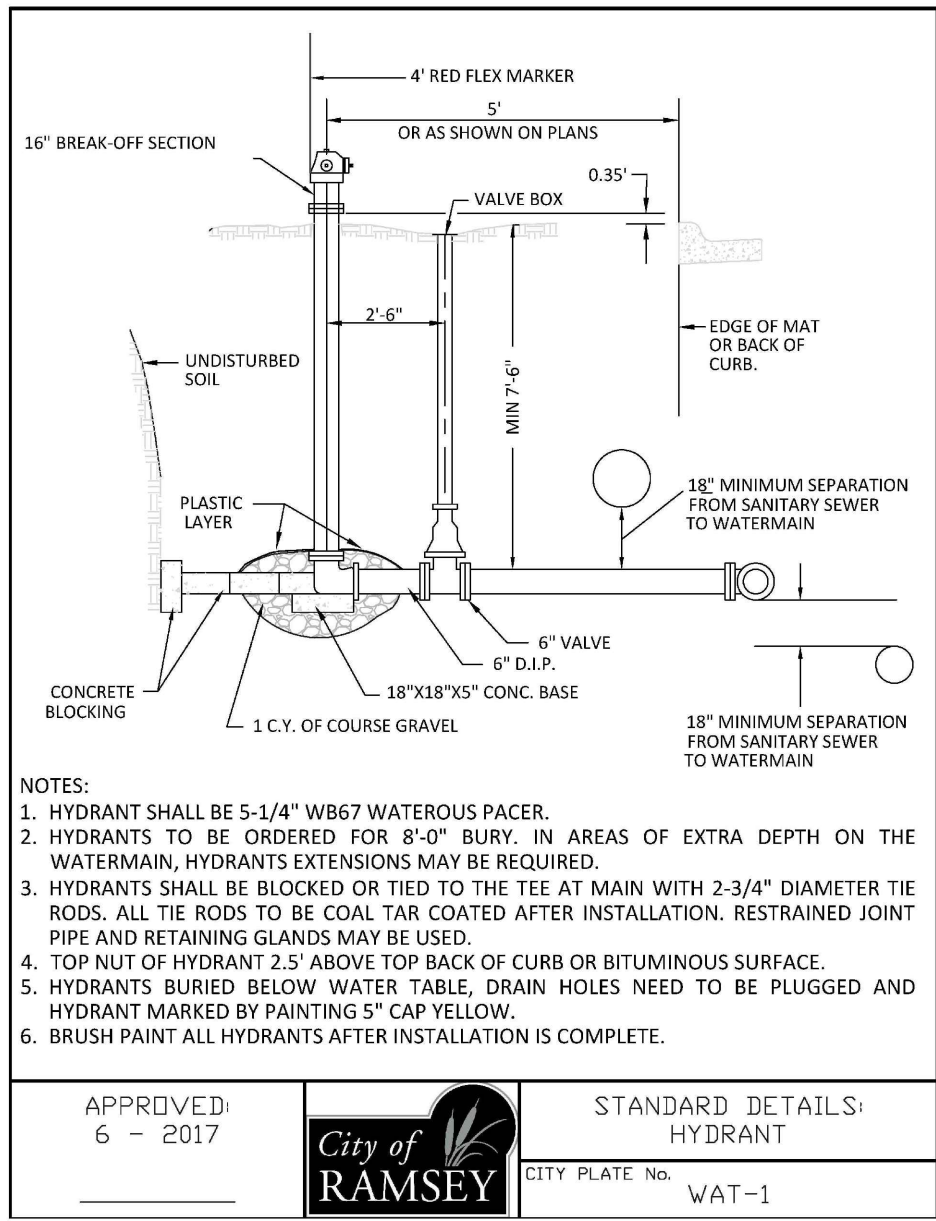
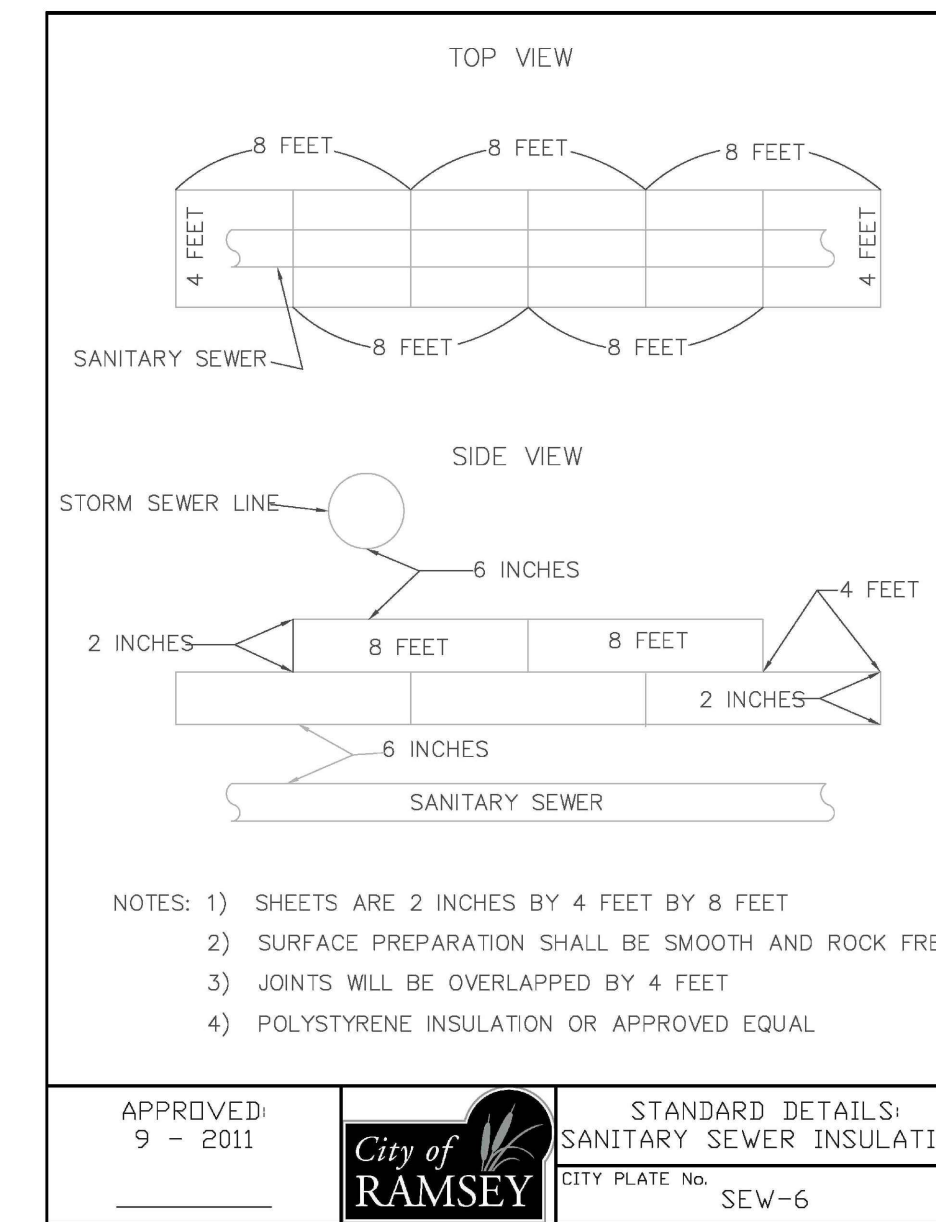
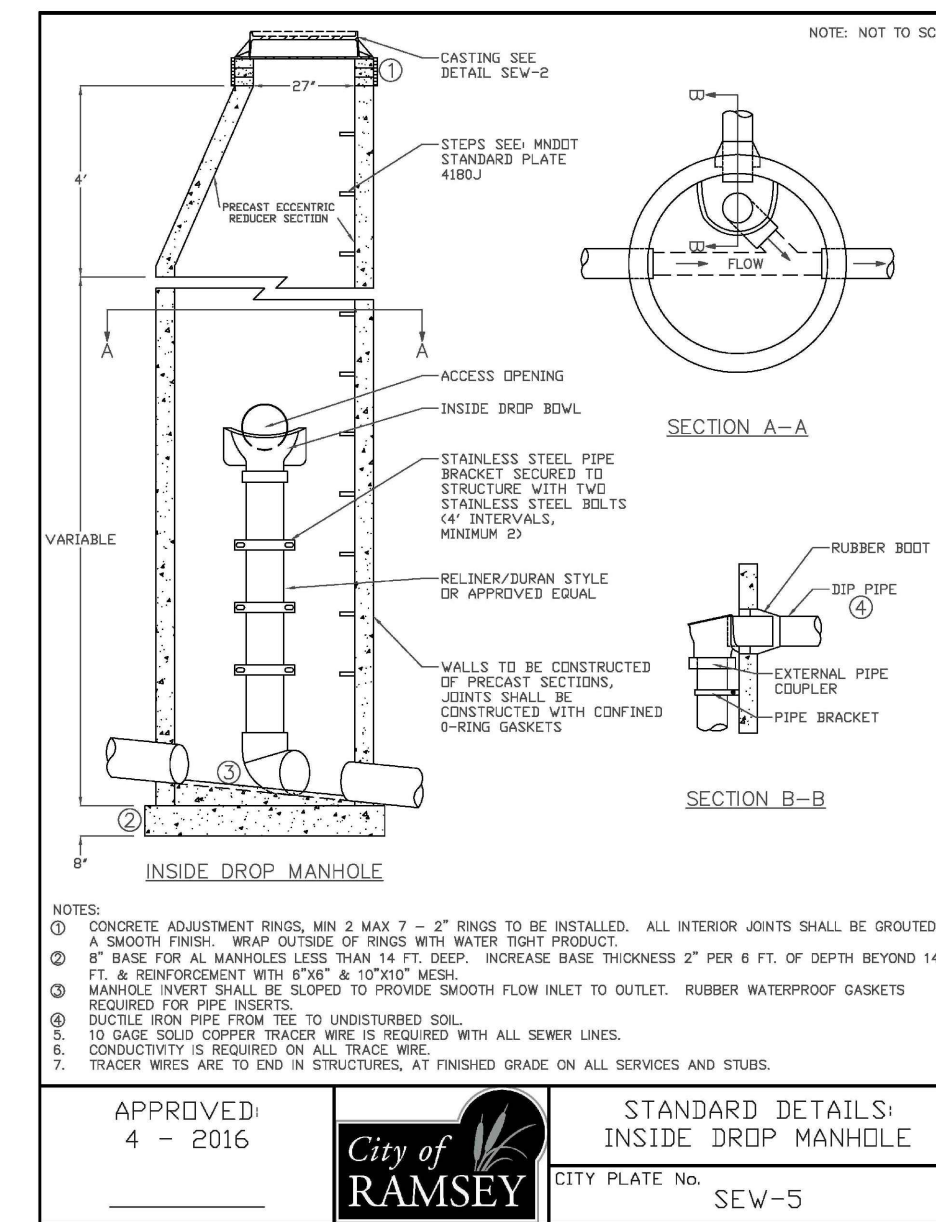
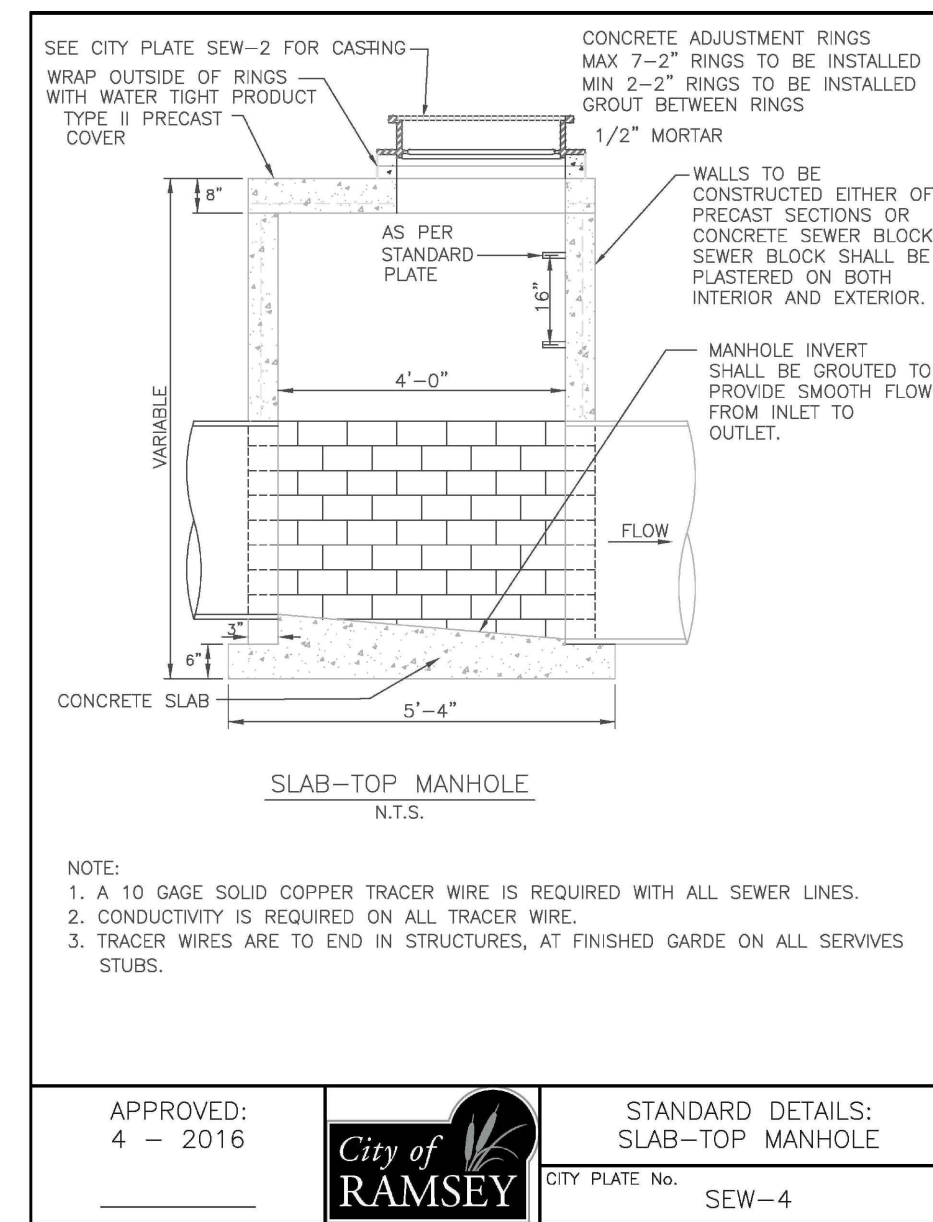
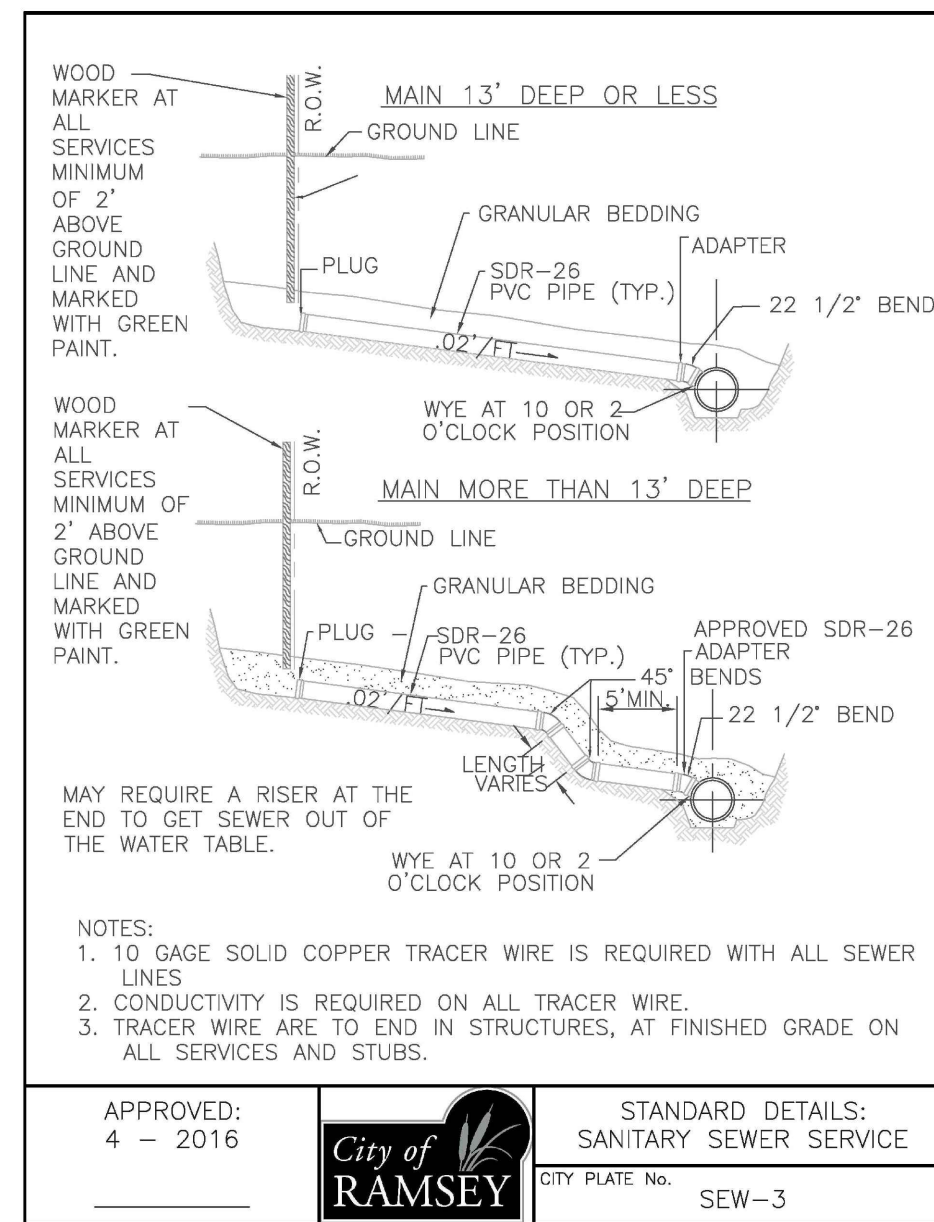
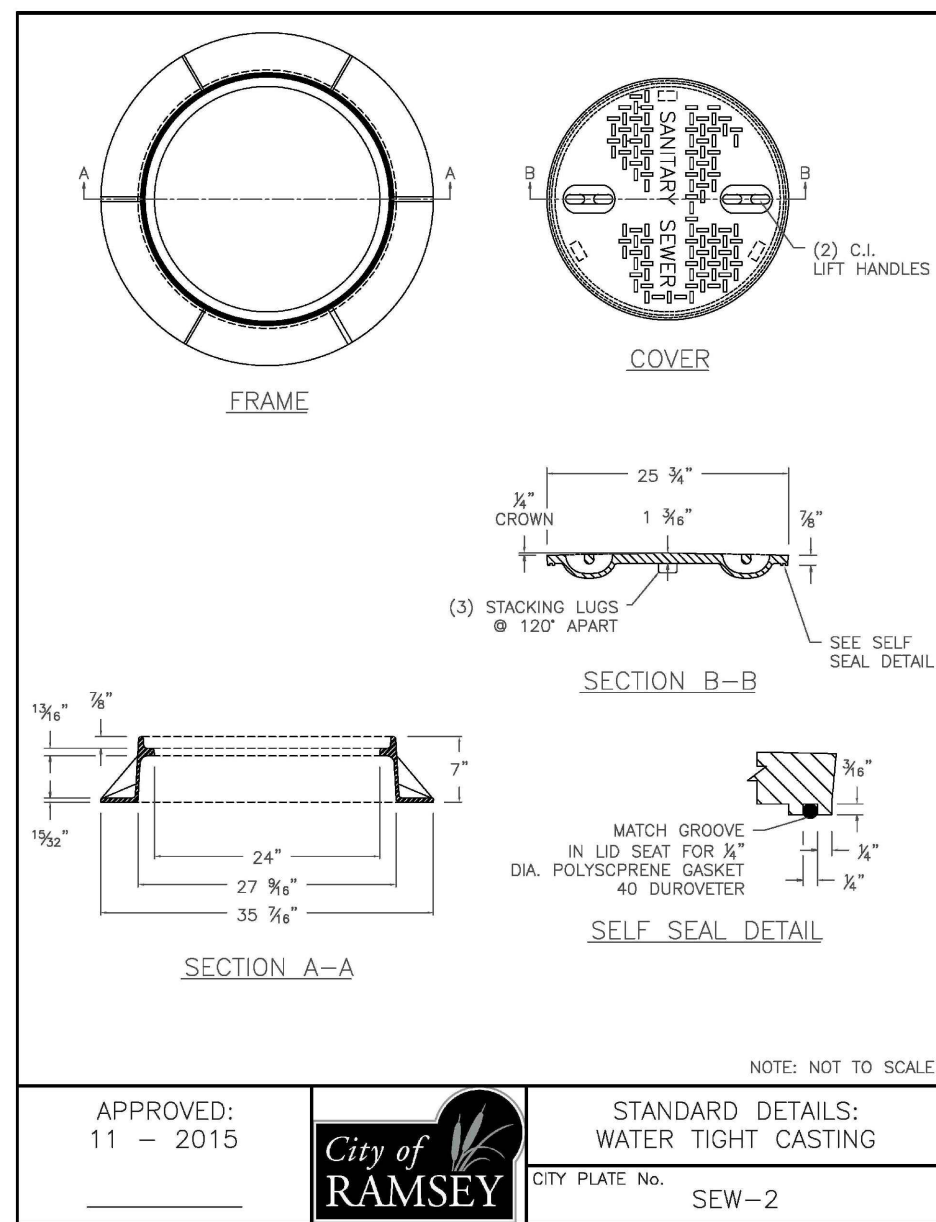
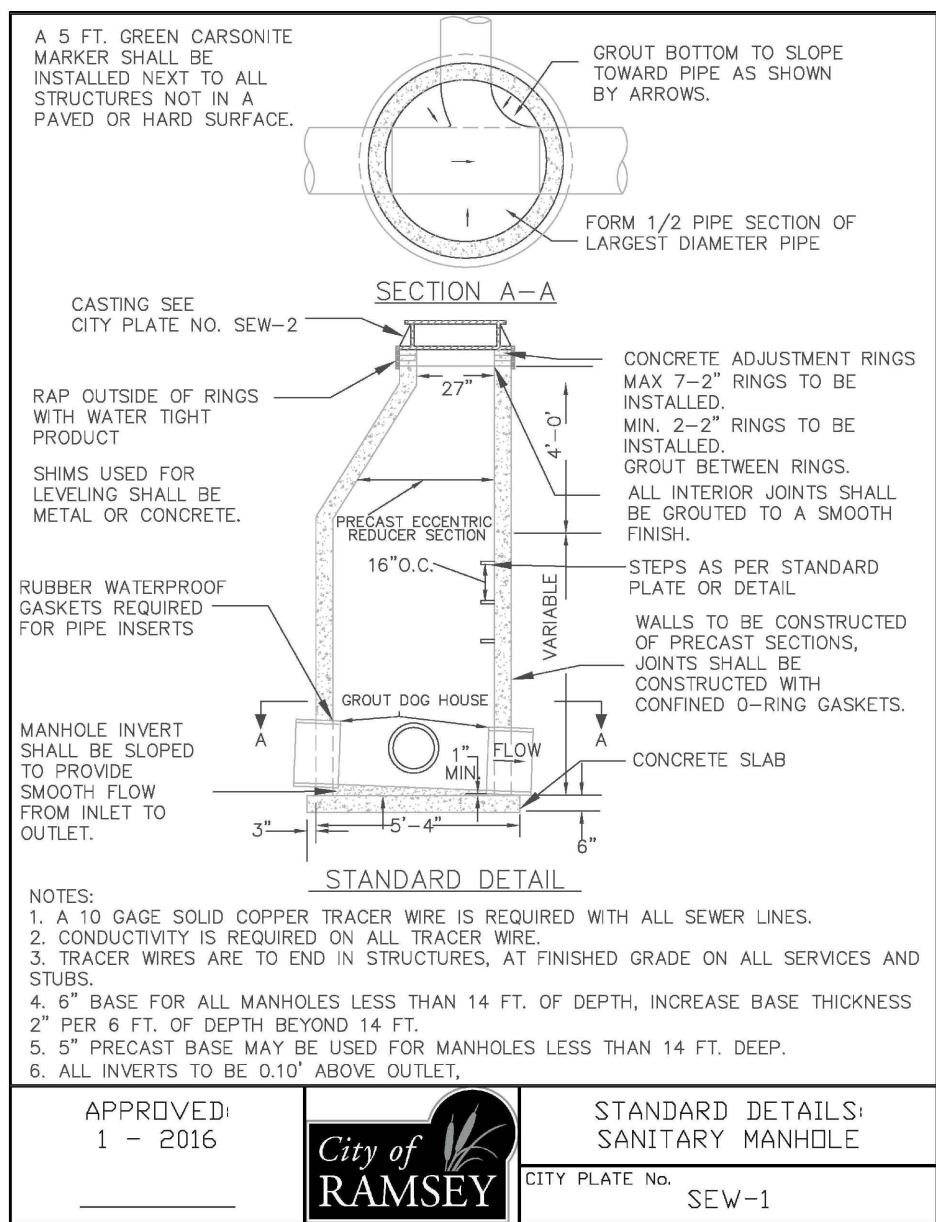
Revisions:
 1.

RIVERSTONE DEVELOPMENT, LLC.
 14015 Sunfish Lake Blvd., Suite 400
 Ramsey, MN 55303

RIVERSTONE 3RD ADDITION
 Ramsey, Minnesota

STREET CONSTRUCTION

Save Date: 02/14/19 F:\Jobs\6421 - 6440\6435 - ramsey site\cad\3rd\engineering\3rd addition\6435_3rd_street.dwg



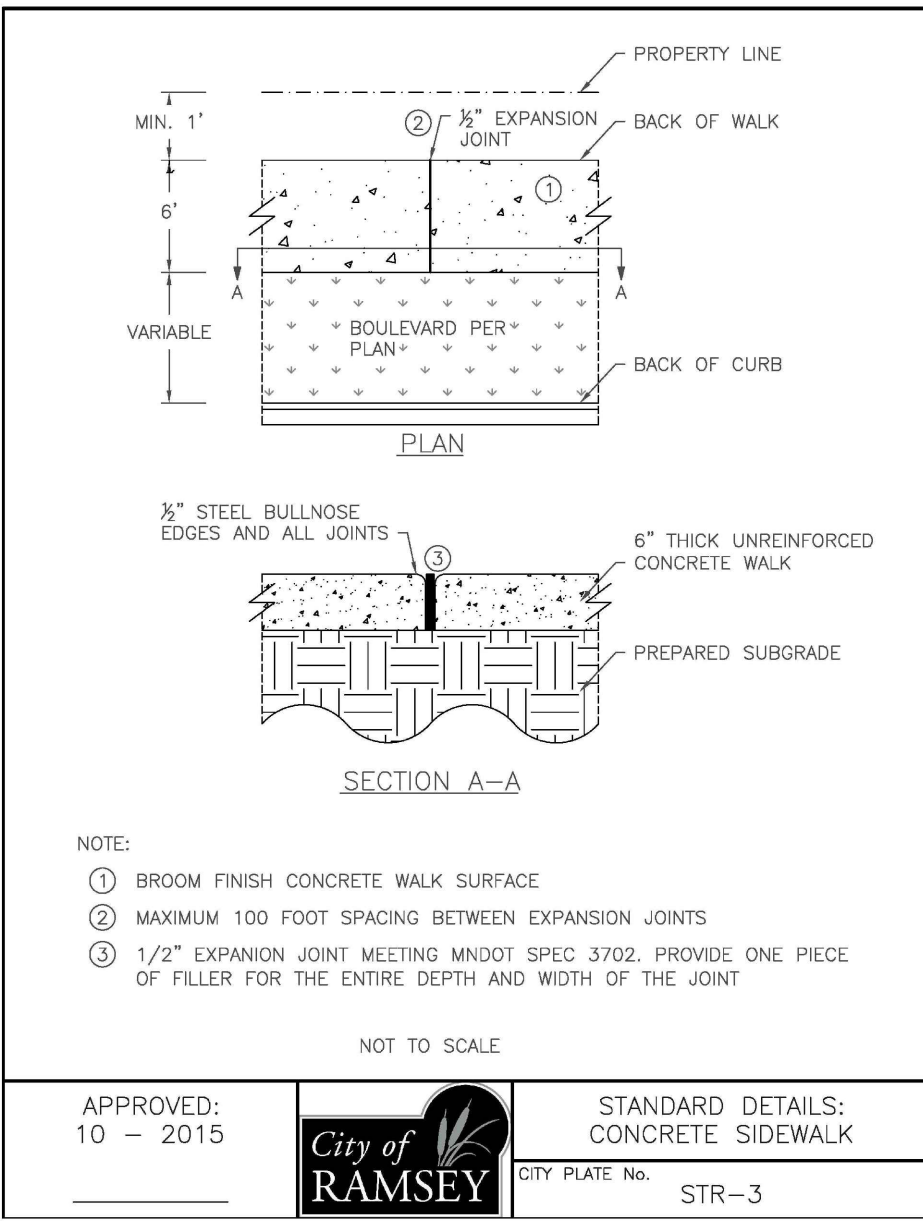
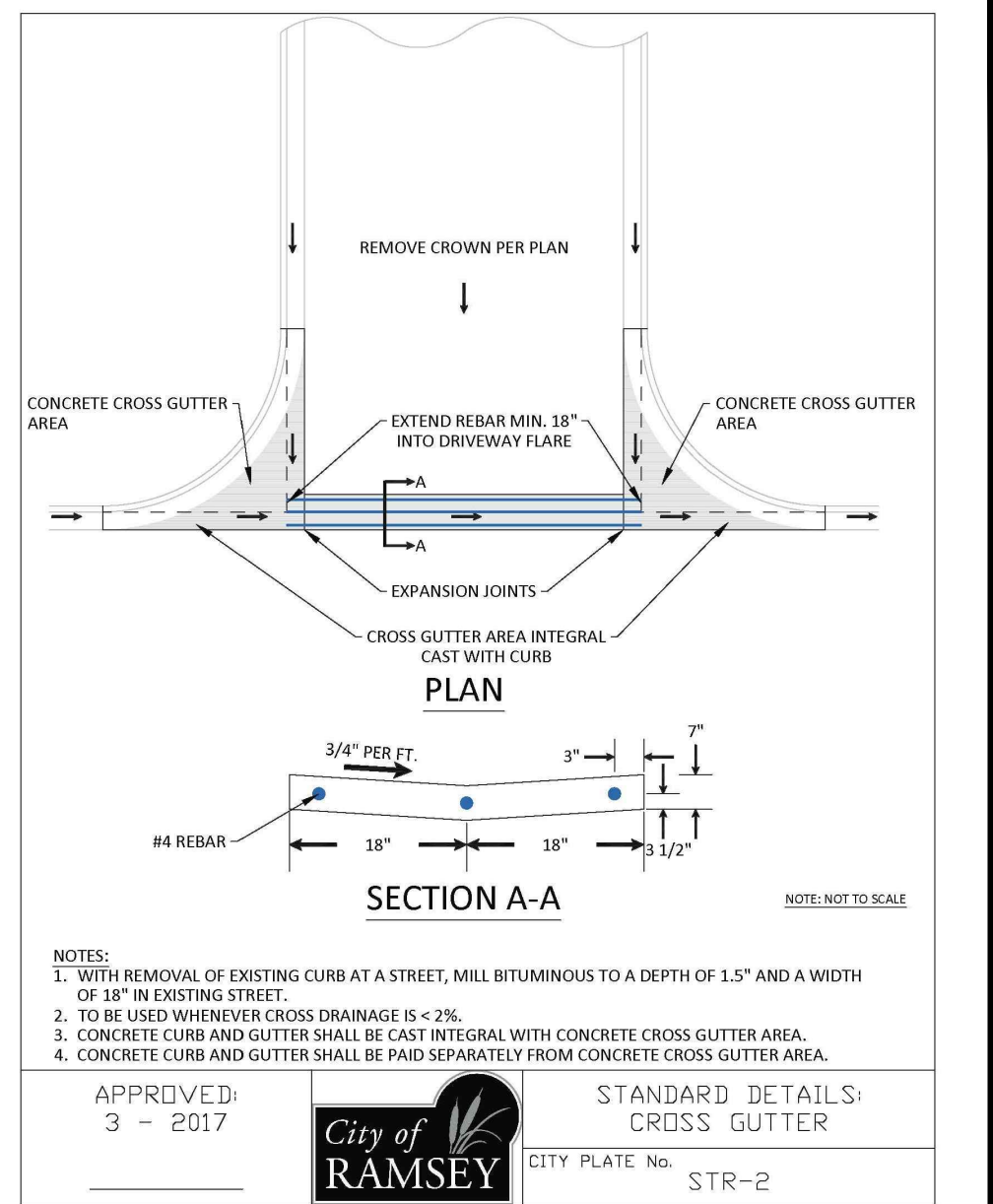
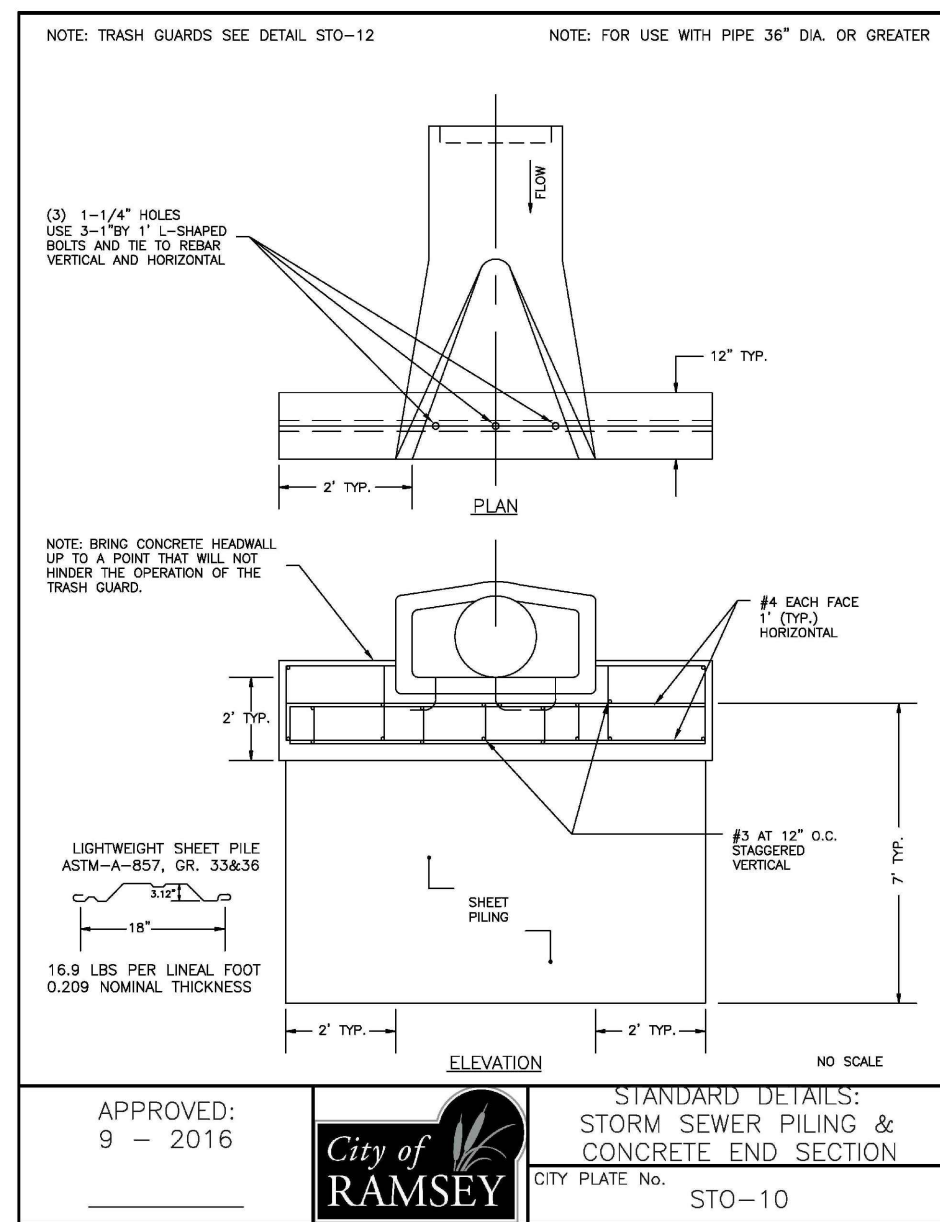
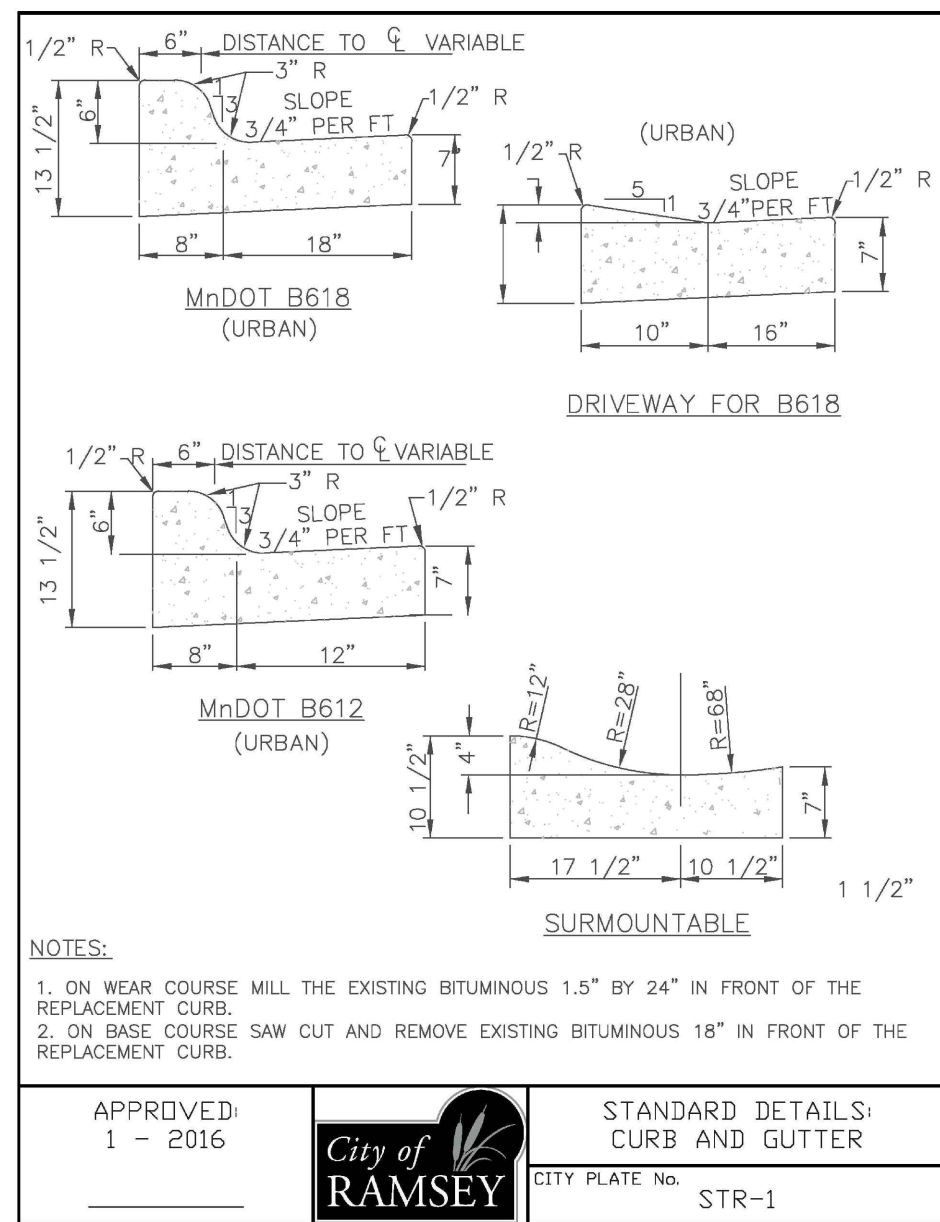
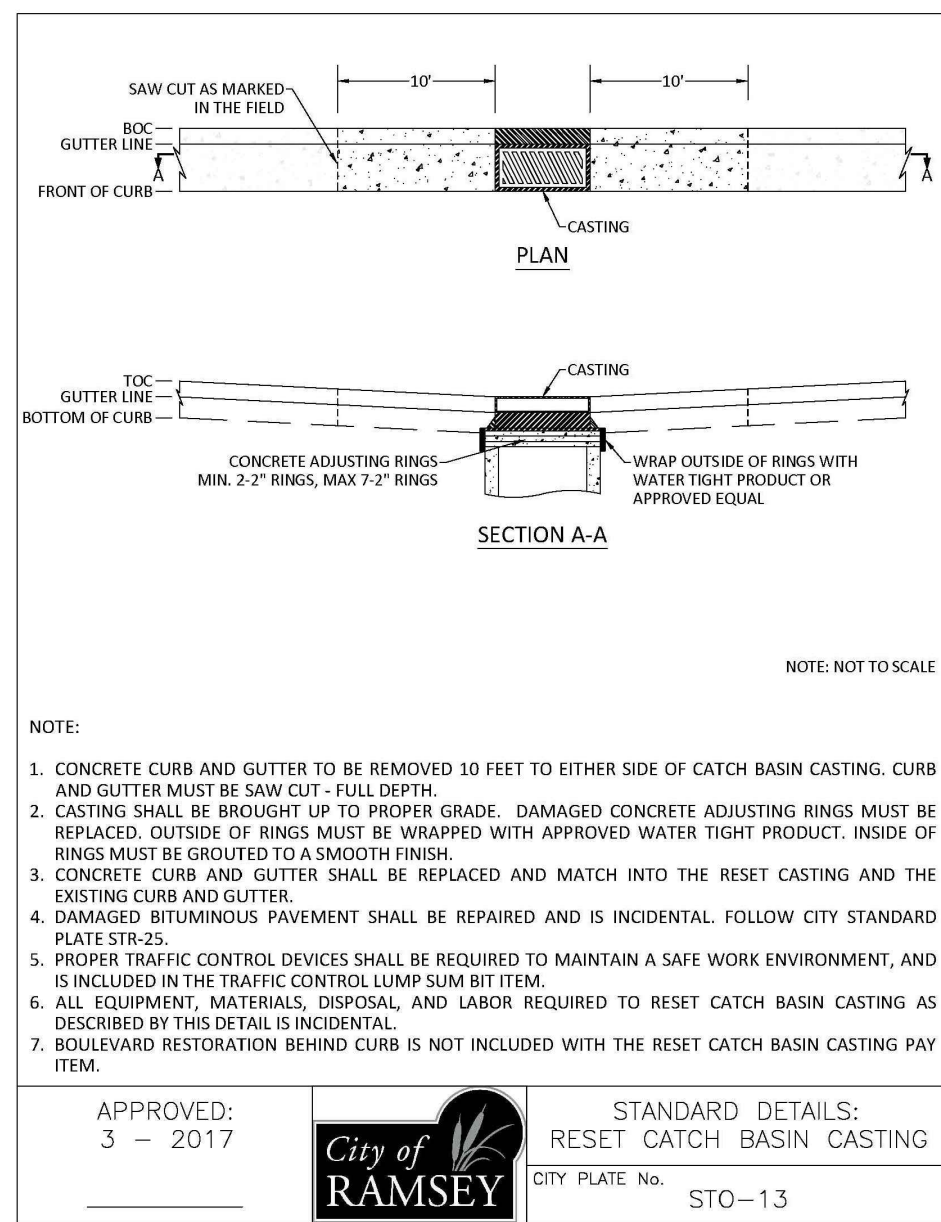
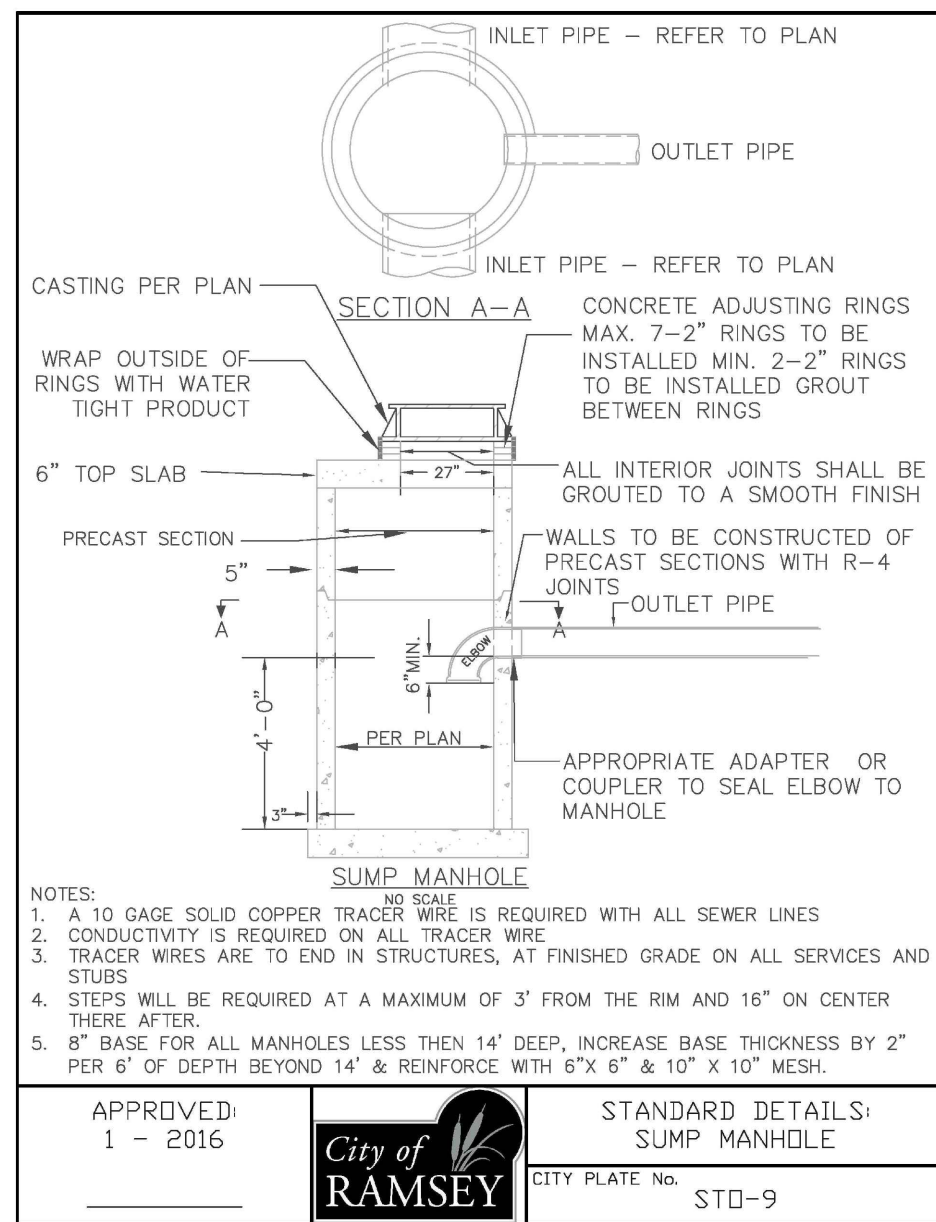
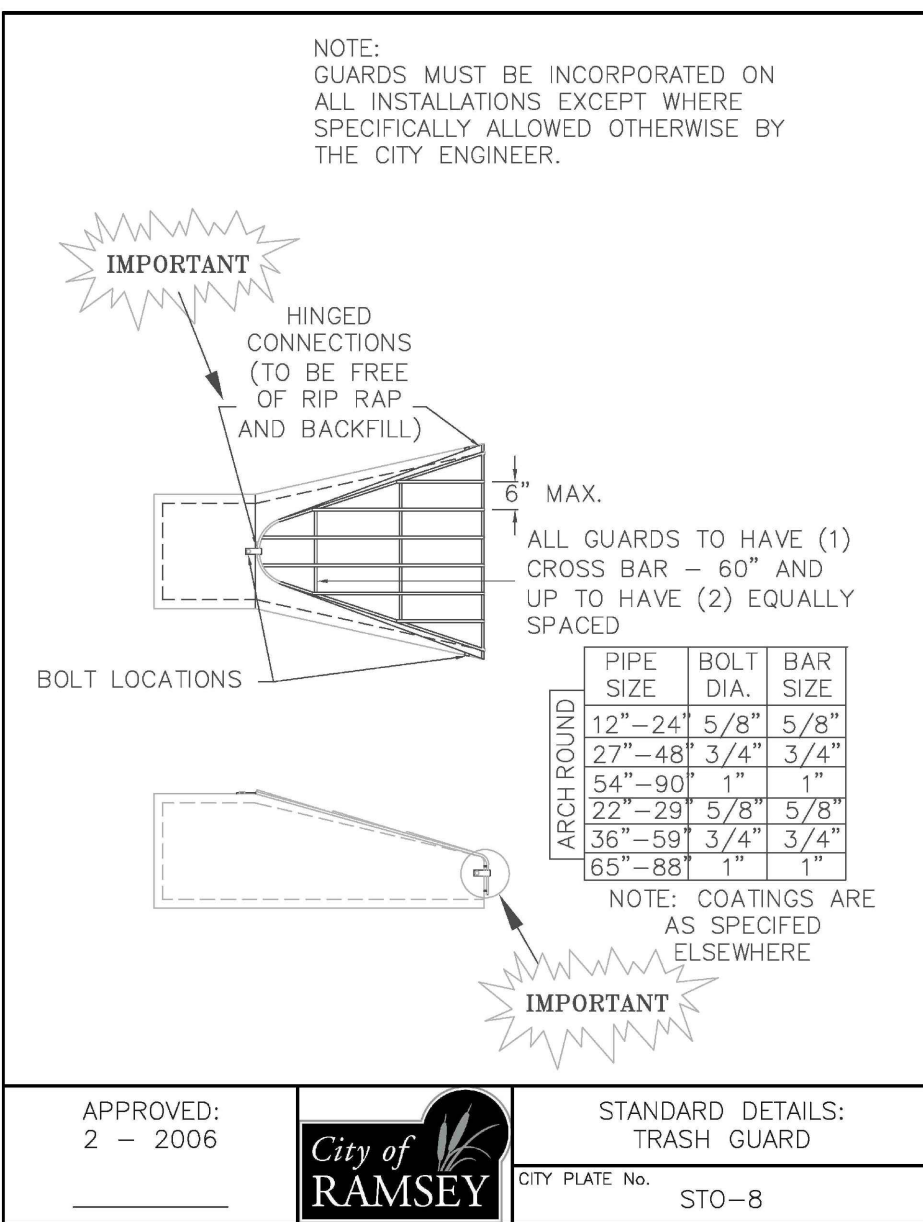


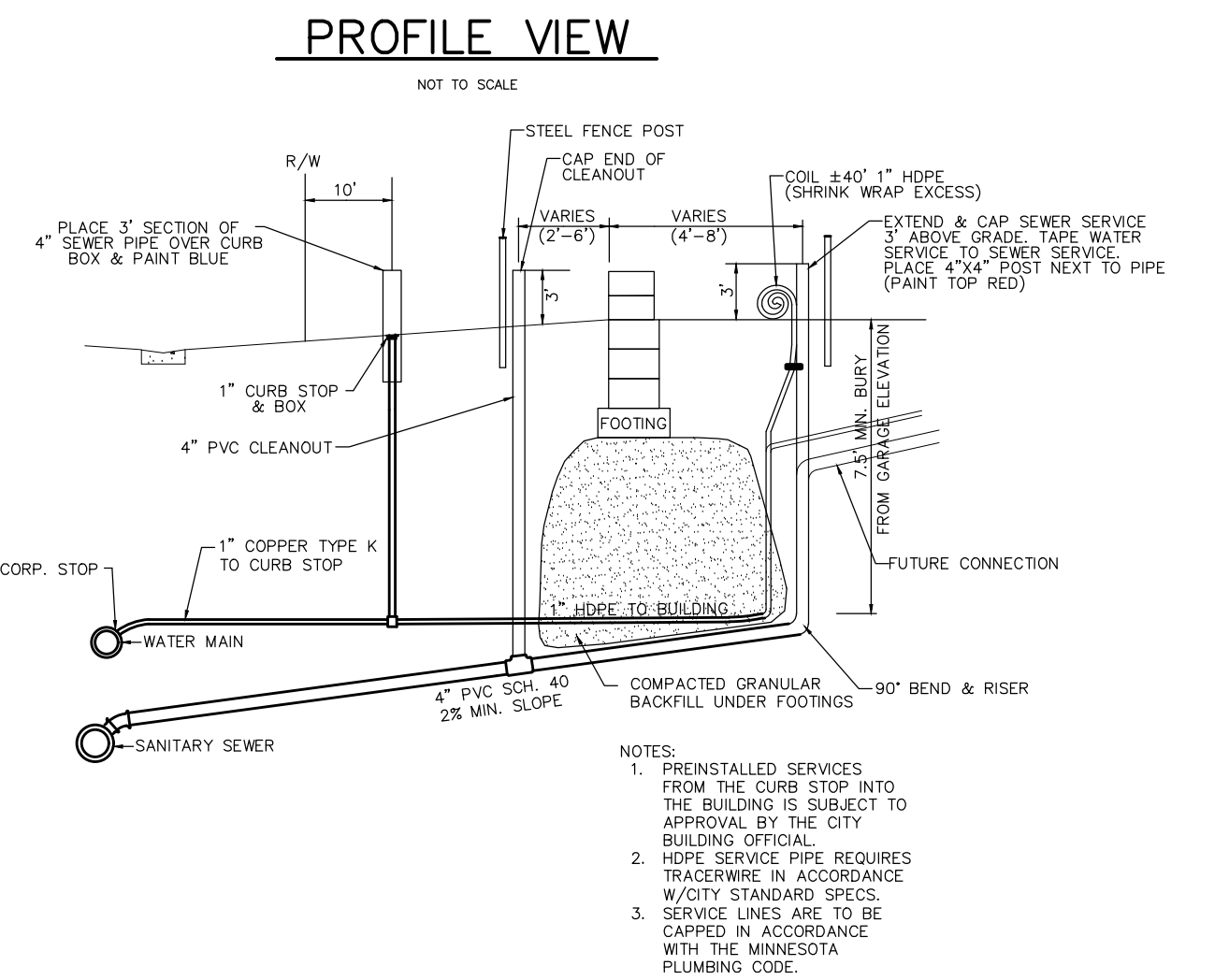
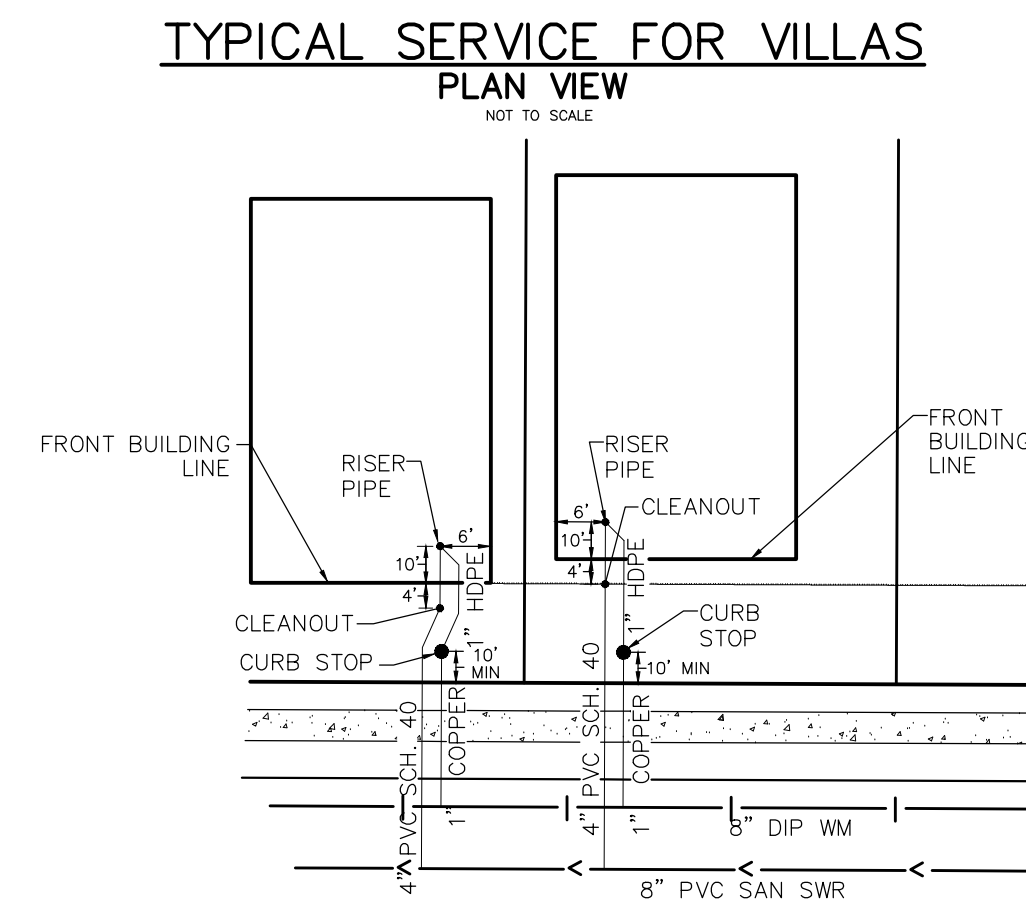
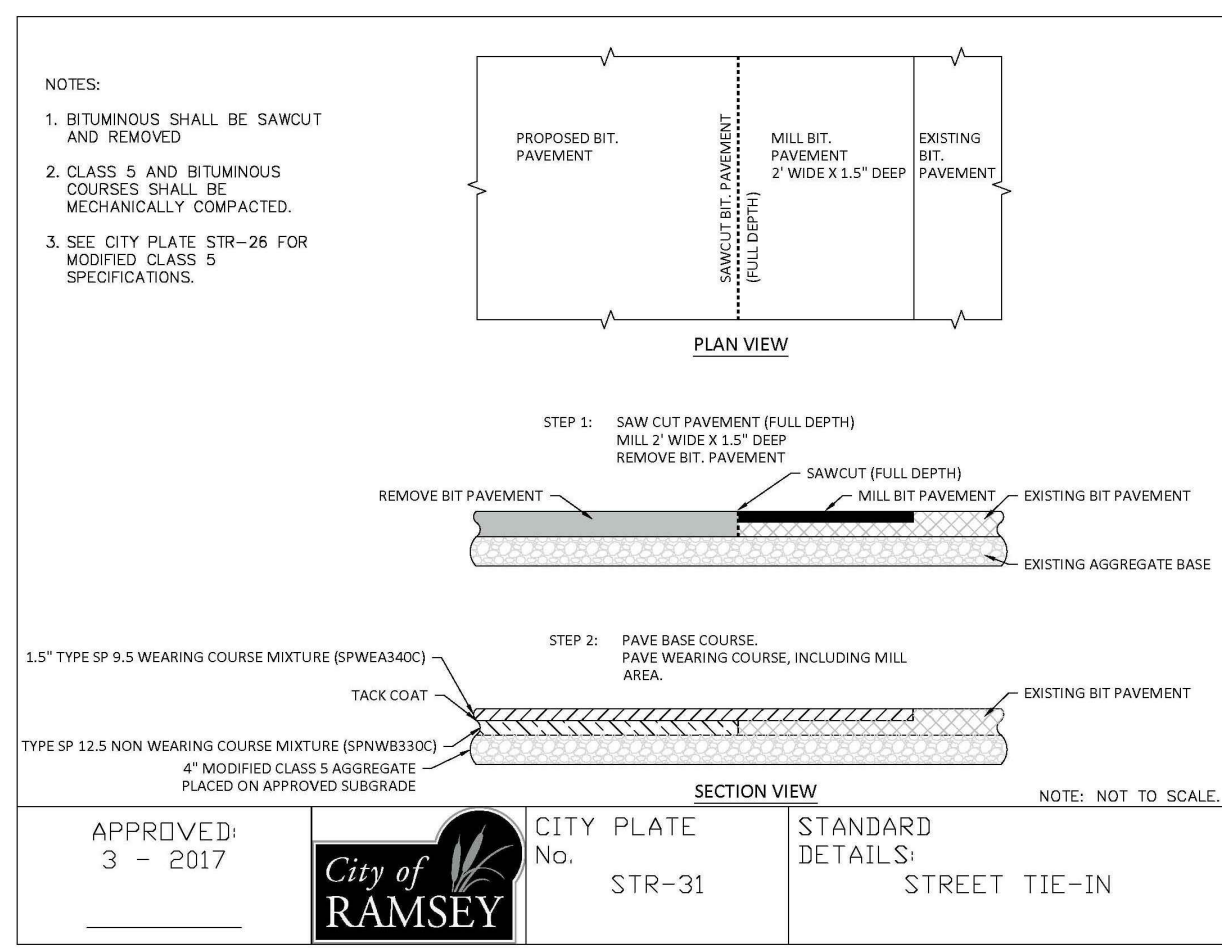
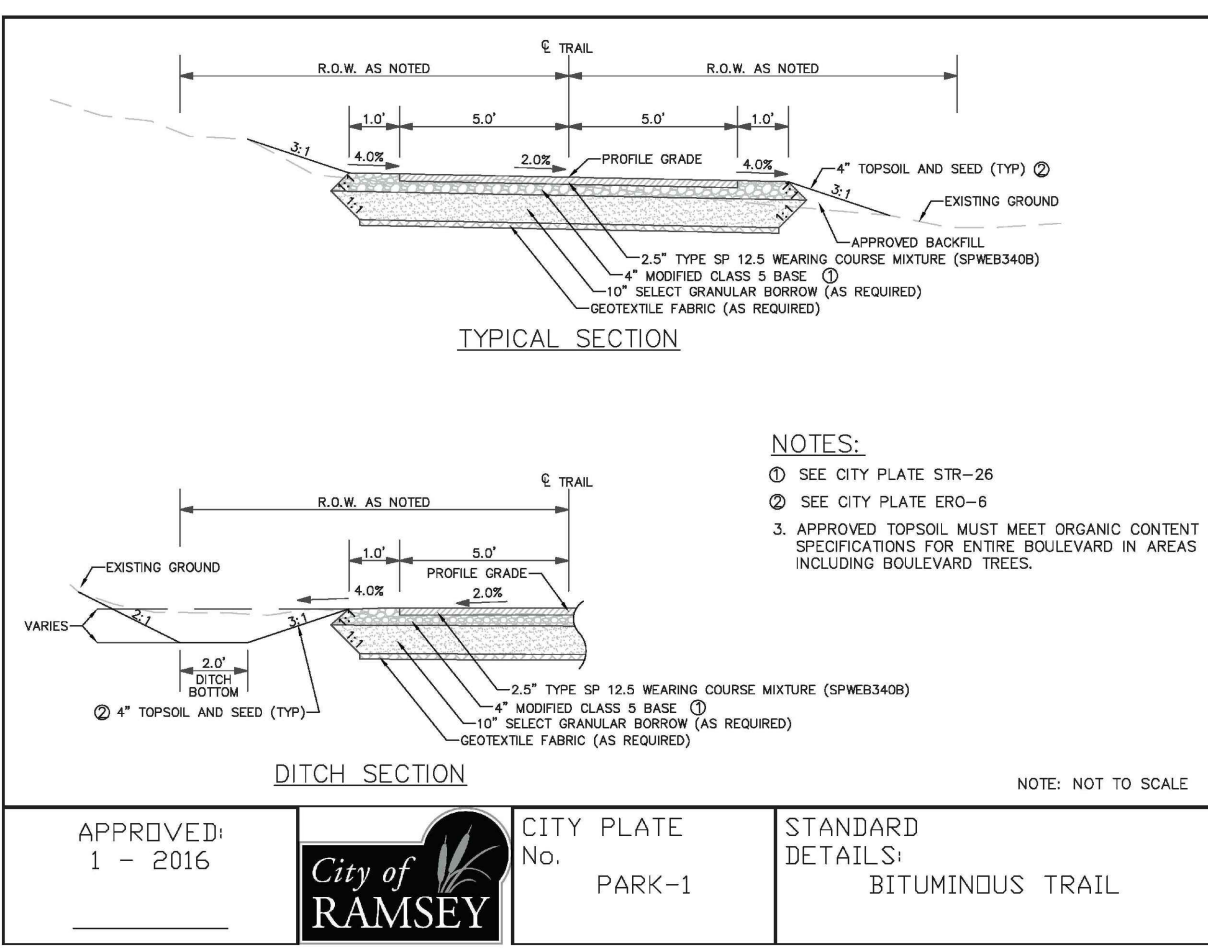
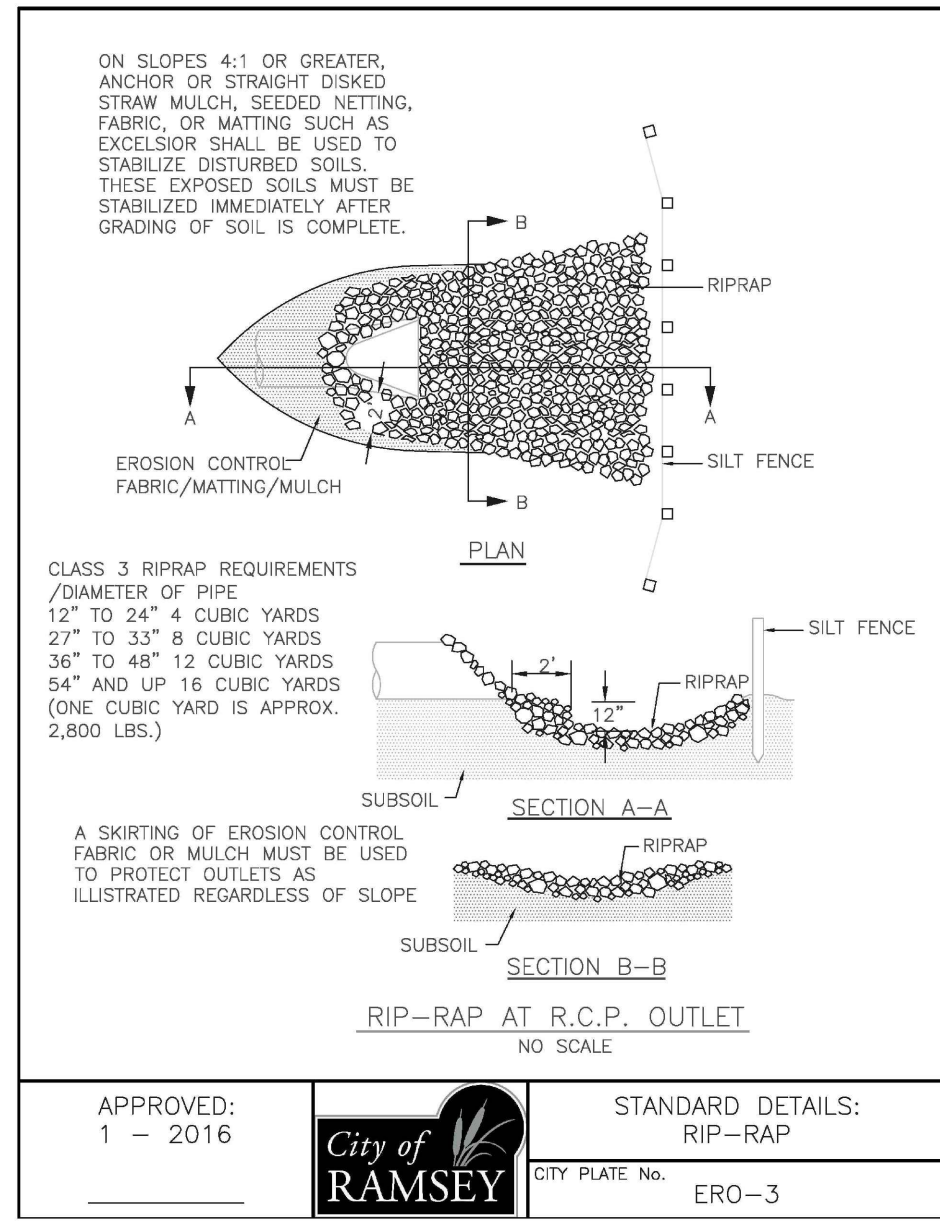
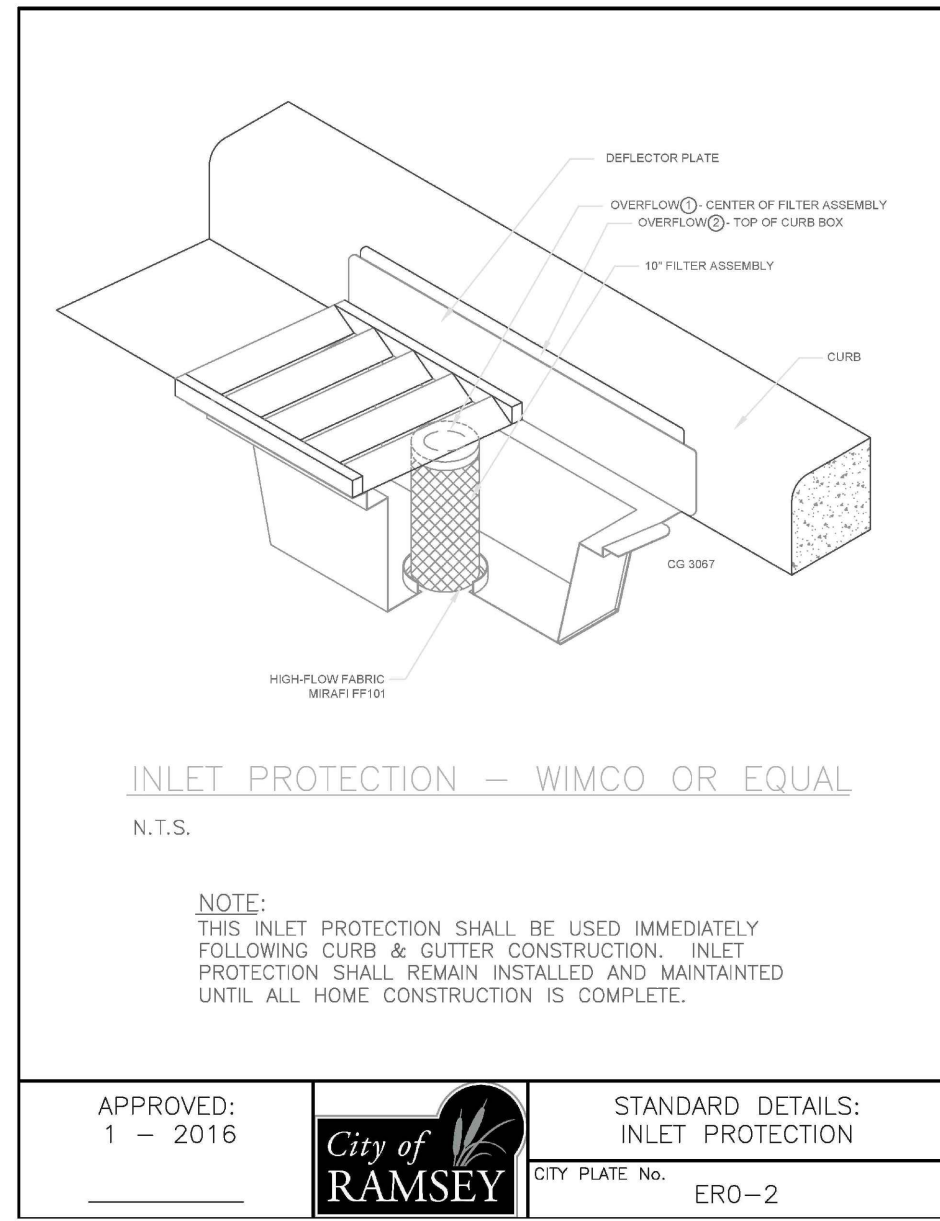
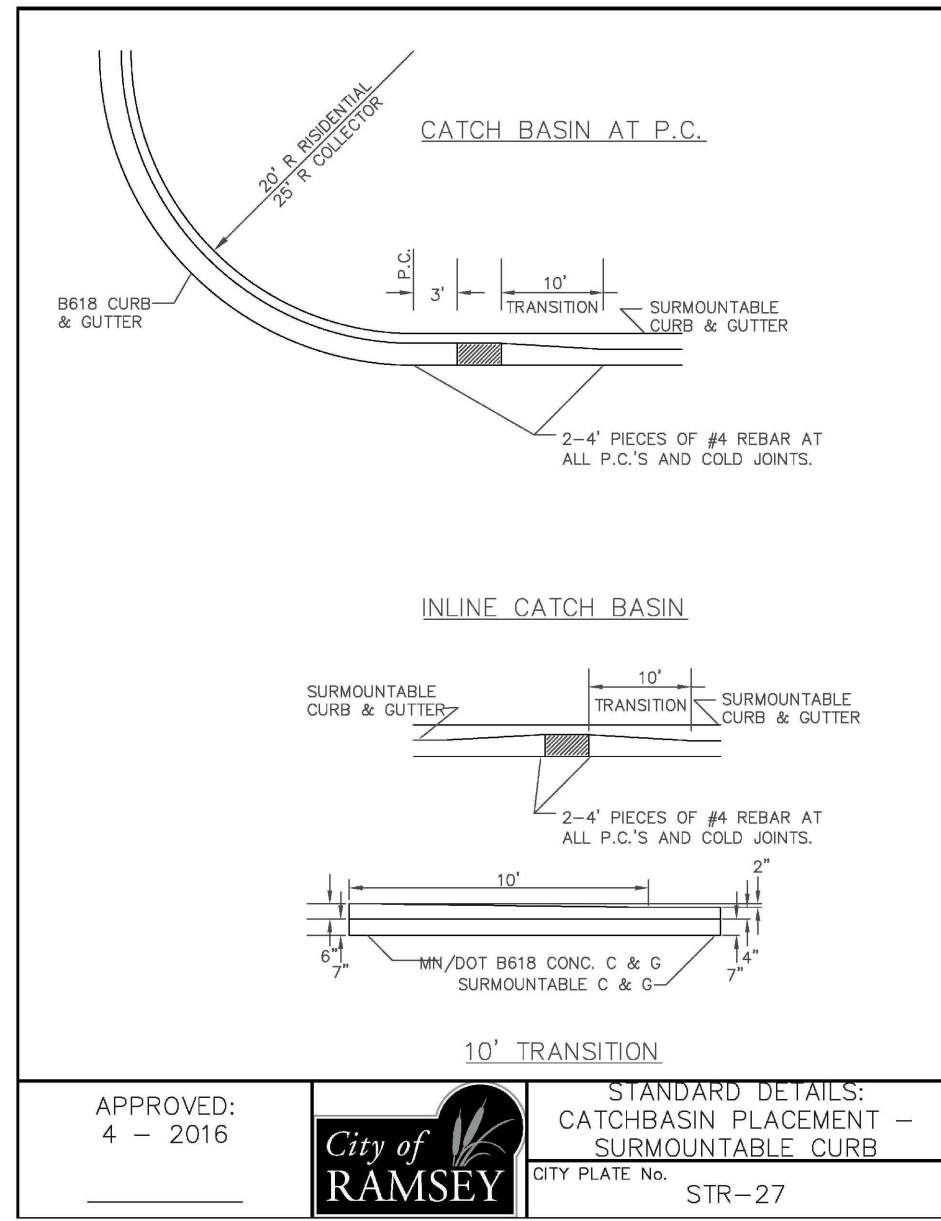
TABLE A
MODIFIED CLASS 5
SPECIFICATIONS

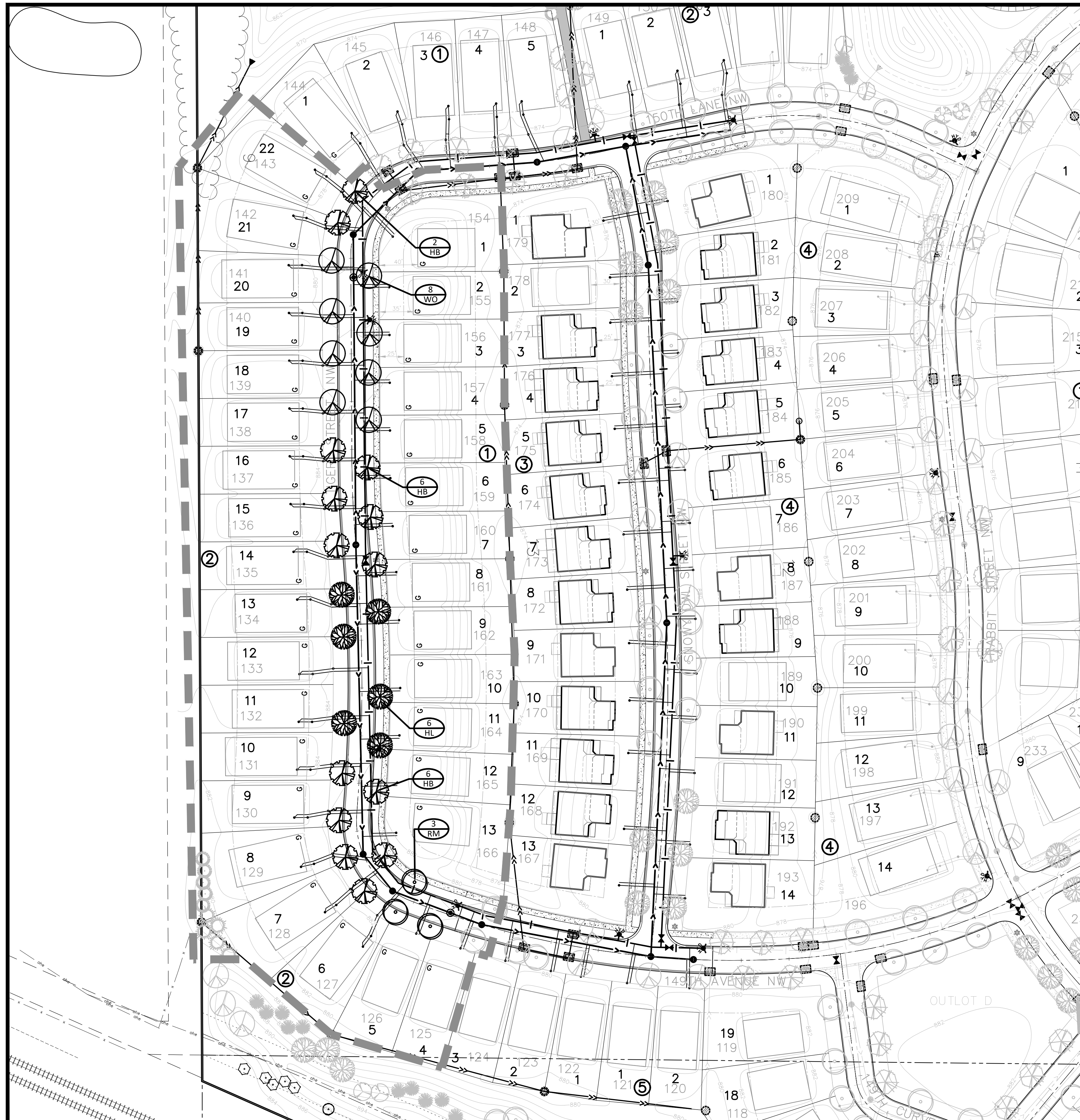
% PASSING

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





GENERAL NOTES:

- LANDSCAPE CONTRACTOR TO VERIFY ALL UTILITY LOCATIONS ON THE PROPERTY WITH THE GENERAL CONTRACTOR AND BY Gopher State ONE CALL PRIOR TO STAKING PLANT LOCATIONS.
- COORDINATE THE PHASES OF CONSTRUCTION AND PLANTING INSTALLATION WITH OTHER CONTRACTORS WORKING ON THE SITE.
- WHERE EXISTING TREES AND/OR SIGNIFICANT SHRUB MASSING ARE FOUND ON THE SITE WHETHER SHOWN ON THE DRAWINGS OR NOT, THEY SHALL BE PROTECTED AND SAVED UNLESS NOTED TO BE REMOVED AND/OR ARE WITHIN THE GRADING LIMITS. ANY QUESTION REGARDING WHETHER PLANT MATERIAL SHOULD OR SHOULD NOT REMAIN SHOULD BE BROUGHT TO THE ATTENTION OF THE LANDSCAPE ARCHITECT PRIOR TO REMOVAL.
- ALL EXISTING TREES TO REMAIN SHALL BE FERTILIZED AND PRUNED TO REMOVE DEAD WOOD AND DAMAGED OR RUBBING BRANCHES.
- BB TREES AND SHRUBS ARE BALLED AND BURLAPPED. NO PLANT MATERIAL SUBSTITUTIONS WILL BE ACCEPTED UNLESS APPROVAL IS REQUESTED OF THE LANDSCAPE ARCHITECT BY THE LANDSCAPE CONTRACTOR PRIOR TO SUBMISSION OF BID AND/OR QUOTATION.
- ALL PLANT MATERIAL SHALL COMPLY WITH THE LATEST ADDITION OF THE AMERICAN STANDARD FOR NURSERY STOCK, AMERICAN ASSOCIATION OF NURSERYMEN.
- THE CONTRACTOR IS RESPONSIBLE FOR ON-GOING MAINTENANCE OF ALL NEWLY INSTALLED MATERIALS UNTIL TIME OF OWNER ACCEPTANCE. ANY ACTS OF VANDALISM OR DAMAGE WHICH MAY OCCUR PRIOR TO OWNER ACCEPTANCE SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR.
- CONTRACTOR SHALL PROVIDE A WRITTEN REQUEST FOR THE OWNER ACCEPTANCE INSPECTION.
- WARRANTY FOR THE LANDSCAPE MATERIALS SHALL BEGIN ON THE DATE OF ACCEPTANCE BY THE LANDSCAPE ARCHITECT AFTER THE COMPLETION OF PLANTING ALL LANDSCAPE MATERIALS. NO PARTIAL ACCEPTANCE WILL BE CONSIDERED.
- CONTRACTOR SHALL GUARANTEE NEW PLANT MATERIAL THROUGH TWO CALENDAR YEARS FROM THE DATE OF LANDSCAPE ARCHITECT ACCEPTANCE WITH ALL REPLACEMENTS TO BE PROVIDED AT NO ADDITIONAL COST TO THE OWNER. THE CITY IS REQUIRING TWO YEARS (2 TOTAL) FOR ALL TREES AT NO ADDITIONAL COST TO THE OWNER.
- CONTRACTOR SHALL SCHEDULE A PRE-PLANTING MEETING WITH THE CITY AND THE LANDSCAPE ARCHITECT PRIOR TO INSTALLATION OF ANY TREES IN THE PUBLIC REALM, INCLUDING BOULEVARDS. CONTRACTOR SHALL USE A WOOD LATH STAKE TO MARK LOCATION AND CULTIVAR OF PROPOSED TREE.
- TREES ALONG TRAILS AND OPEN SPACE SHALL BE INSTALLED AT COMPLETION OF FINAL GRADING. INDIVIDUAL TREES ON PROTECTED LOTS SHALL BE INSTALLED AT COMPLETION OF CONSTRUCTION ACTIVITY.

CITY OF RAMSEY REQUESTED NOTES:

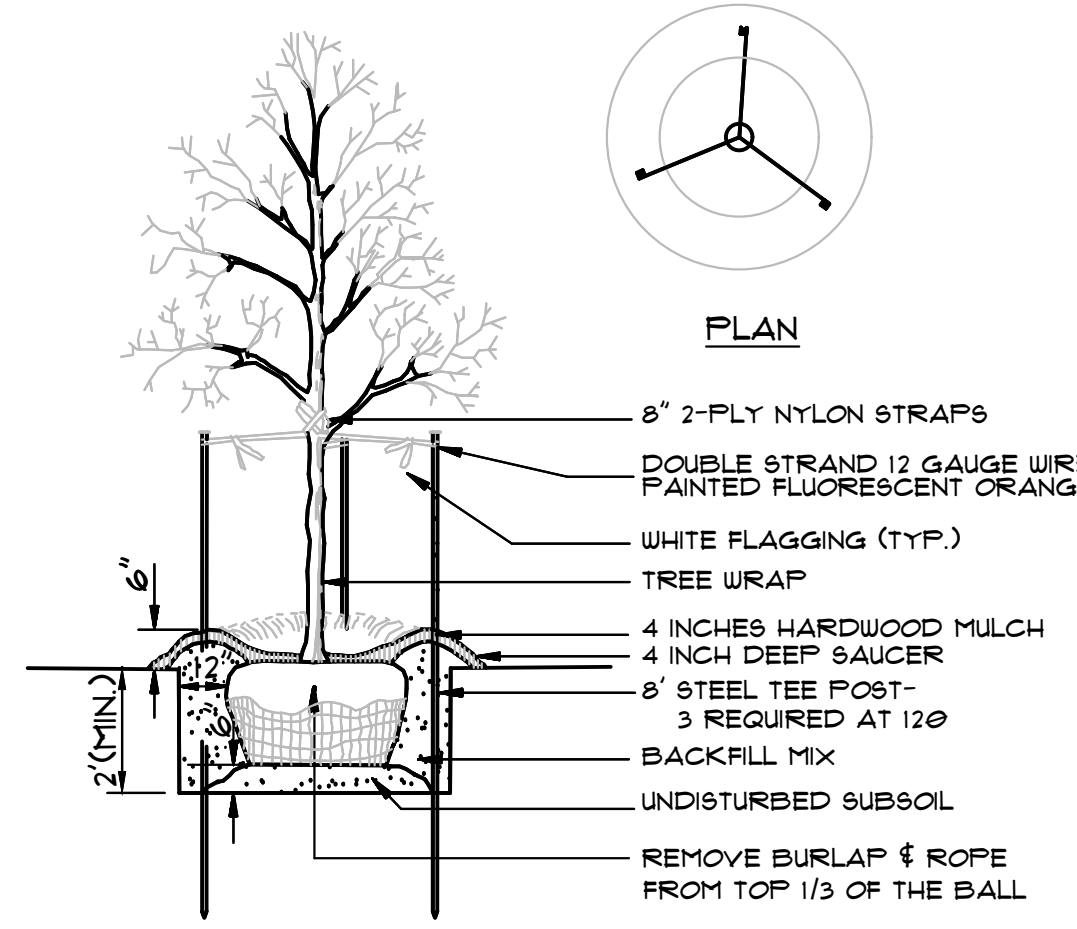
- CONTRACTOR SHALL GUARANTEE NEW PLANT MATERIAL THROUGH TWO CALENDAR YEARS FROM THE DATE OF LANDSCAPE ARCHITECT ACCEPTANCE WITH ALL REPLACEMENTS TO BE PROVIDED AT NO ADDITIONAL COST TO THE OWNER.
- TREES SHALL NOT BE PLANTED WITHIN THE VISION TRIANGLE AS DEFINED IN CITY CODE 11-348.
- ALL TREES IN ISLANDS/CENTER MEDIAN SHALL BE PRIVATELY MAINTAINED PER THE PER THE HOME OWNERS ASSOCIATION DOCTRINE.
- TOPSOIL MEETING THE CITY'S SPECIFICATION SHALL BE REQUIRED PER EACH LOT. COPIES OF THE LOAD TICKET SHALL BE PROVIDED AND CITY INSPECTION IS REQUIRED PRIOR TO INSTALLATION OF SOD.
- NO TOPSOIL (OR OTHER FILL) SHALL BE PLACED WITHIN ANY WETLAND OR WETLAND SETBACK AREA.
- IRRIGATION SYSTEM SHALL BE DESIGN BUILT BY THE CONTRACTOR AND SHALL UTILIZE MATCH PRECIPITATION HEADS, HEAD TO HEAD COVERAGE AND WEATHER COMPENSATING SMART CONTROLLER.

PLANTING SPECIFICATIONS:

- PLANTING BED PREPARATION: ALL MASS PLANTING BEDS SHALL BE TILLED TO A MINIMUM DEPTH OF 10". AMENDMENTS SHALL BE APPLIED AFTER CULTIVATION.
- BACKFILL SOIL: USE SOIL EXCAVATED FROM PLANTING HOLES & PROVIDE AMENDMENTS. REMOVE ALL DEBRIS AND ROCKS LARGER THAN 3" IN DIA.
- FERTILIZATION: IT IS RECOMMENDED THAT NEWLY PLANTED TREES AND SHRUBS SHOULD NOT BE FERTILIZED THE FIRST YEAR. IF NECESSARY, BEGIN FERTILIZING TREES AND SHRUBS THE SECOND YEAR AFTER ESTABLISHMENT AT A RATIO AND RATE BASED ON A SOIL TEST.
- MULCH MATERIAL: AS SPECIFIED ON LANDSCAPE PLANS. MASS MULCH ALL PLANTING BEDS TO 3" DEPTH OVER FIBER MAT WEED BARRIER. ALL PERENNIAL PLANTING BEDS TO RECEIVE 3" DEEP SHREDDED HARDWOOD MULCH WITH NO FIBER WEED MAT BARRIER. ALL DECIDUOUS AND EVERGREEN TREES TO RECEIVE 6" DEEP SHREDDED HARDWOOD MULCH WITH NO MULCH IN DIRECT CONTACT WITH TREE TRUNK.
- TREE STAKING: IT SHALL BE THE CONTRACTOR'S RESPONSIBILITY TO STAKE AND/OR GUY THE TREES ACCORDING TO THE DETAILS. IT IS THE CONTRACTOR'S RESPONSIBILITY TO TAKE NECESSARY MEASURES TO MAINTAIN THE TREES AND SHRUBS IN AN UPRIGHT AND FLUKE CONDITION AT ALL TIMES UNTIL THE END OF THE PLANT GUARANTEE PERIOD, ESPECIALLY WHERE VANDALISM, SOIL OR WIND CONDITIONS ARE A PROBLEM.
- TREE WRAPPING: WRAPPING MATERIAL SHALL BE QUALITY HEAVY WATERPROOF CREPE PAPER MANUFACTURED FOR THIS PURPOSE. WRAP ALL DECIDUOUS TREES IN THE FALL PRIOR TO 12-1 AND REMOVE ALL WRAPPING BY 5-1.
- RODENT PROTECTION: PROVIDE ON ALL TREES, EXCEPT SPRUCE UNLESS OTHERWISE NOTED.
- PLANTING PLAN: ALL PROPOSED PLANTS SHALL BE LOCATED CAREFULLY AS SHOWN ON THE PLANS. THE PLAN TAKES PRECEDENCE OVER THE NOTES. RESPECT STATED DIMENSIONS. DO NOT SCALE DRAWINGS.
- EDGING: EDGING SHALL BE 4" P.V.C COMMERCIAL GRADE EDGING WITH THREE (3) METAL ANCHOR STAKES PER 20 FOOT SECTION, UNLESS OTHERWISE NOTED ON THE PLAN. ALL MASS PLANTING BEDS SHALL HAVE EDGING PLACED BETWEEN MULCH AND ANY ADJACENT TURF AREAS.

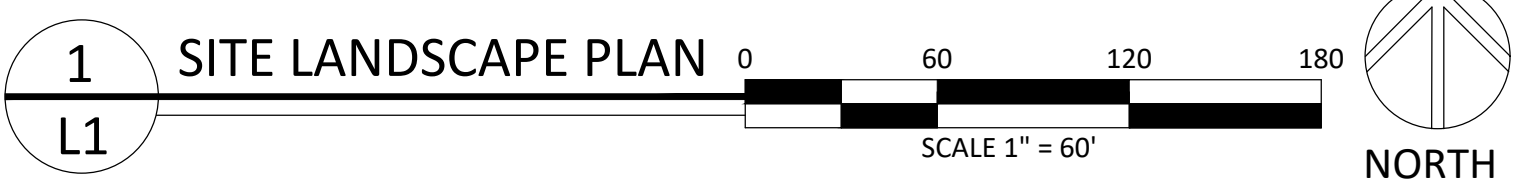
LANDSCAPE LEGEND (PHASE 3)

OVERSTORY TREES			SIZE	ROOT	QTY.
WO	Quercus bicolor	SWAMP WHITE OAK	2"	BB	8
RM	Acer X freemanii 'Jeffersred'	AUTUMN BLAZE MAPLE	2"	BB	3
BL	Tilia americana 'Boulevard'	BOULEVARD LINDEN	2"	BB	-
HB	Celtis occidentalis	HACKBERRY	2"	BB	14
HL	Gleditsia tricanthos var. inermis 'Skycole'	HONEYLOCUST	2"	BB	6



NOTE: SEE PLANTING NOTES FOR THE TYPE OF MULCH MATERIAL TO USE.

DECIDUOUS TREE PLANTING DETAIL
NOT TO SCALE



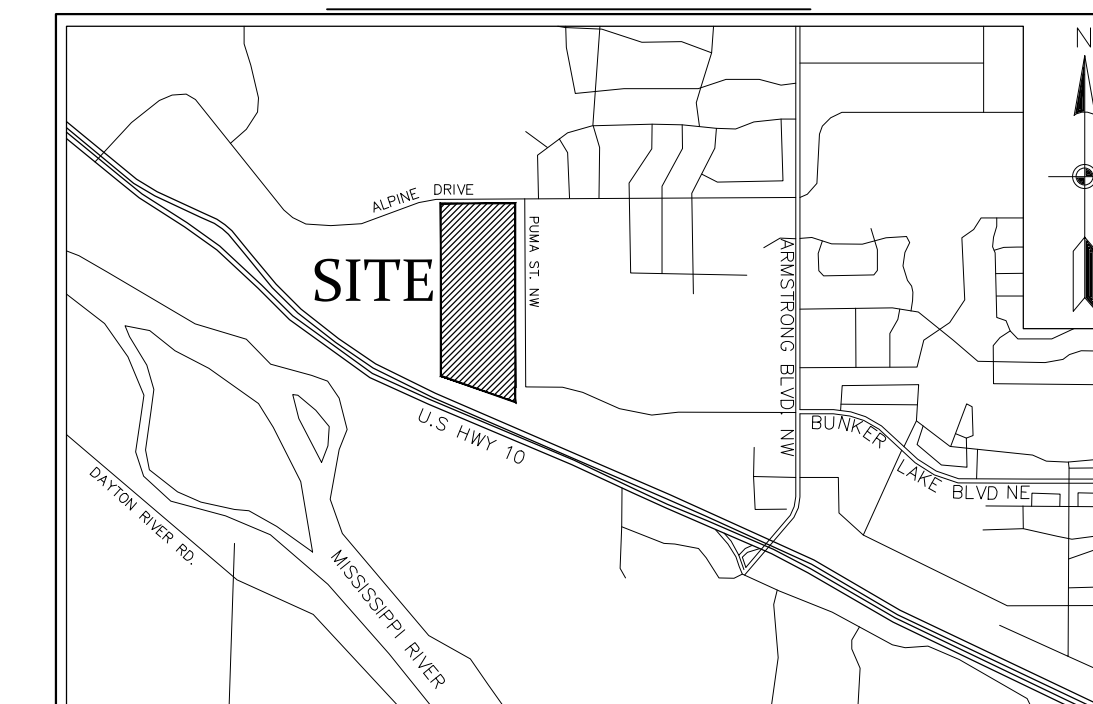
Save Date: 02/19/19 | F:\jobs\6421 - 6440\6435 - ramsey site\cad_c3d\la\6435_lscp.dwg

RIVERSTONE

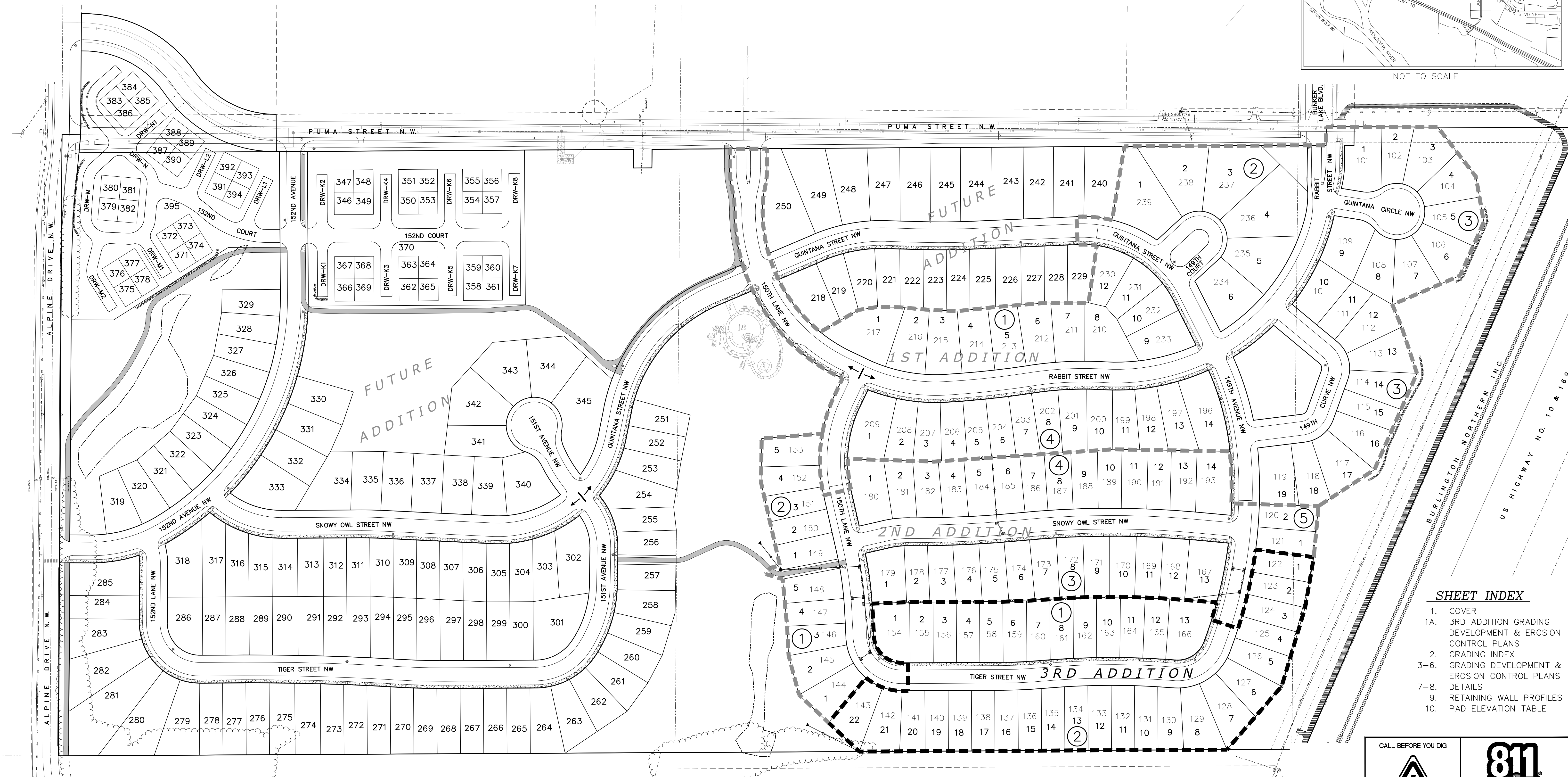
GRADING, DEVELOPMENT & EROSION CONTROL PLANS

RAMSEY, MINNESOTA

VICINITY MAP



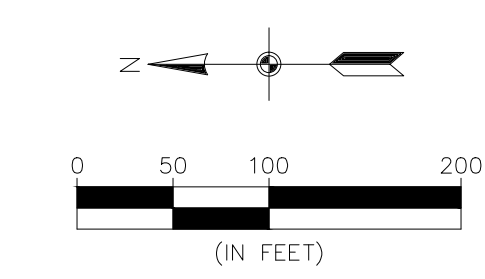
NOT TO SCALE



SHEET INDEX

1. COVER
- 1A. 3RD ADDITION GRADING DEVELOPMENT & EROSION CONTROL PLANS
2. GRADING INDEX
- 3-6. GRADING DEVELOPMENT & EROSION CONTROL PLANS DETAILS
- 7-8. RETAINING WALL PROFILES
9. PAD ELEVATION TABLE
- 10.

BENCHMARK	
1.	Anoka County Benchmark No. 3076 Elev. = 890.186 (NAVD 88)
2.	Anoka County Benchmark No. 2078 Elev. = 899.499 (NAVD 88)



CALL BEFORE YOU DIG

811
Know what's below.
Call before you dig.

The subsurface utility information shown on this plan is utility Quality Level D. This quality level was determined according to the guidelines of C/ASCE 38-02, entitled "Standard Guideline for the Collection and Depiction of Existing Subsurface Utility Data."

• environmental
• engineering
• surveying

3890 Pheasant Ridge Drive NE,
Suite 100
Blaine, MN 55449
Phone: (763) 489-7900
Fax: (763) 489-7959
www.carlsonmccain.com

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: Brian J. Krystoflak, P.E.
Signature: *Brian J. Krystoflak*
Date: 6/23/17 License #: 25063

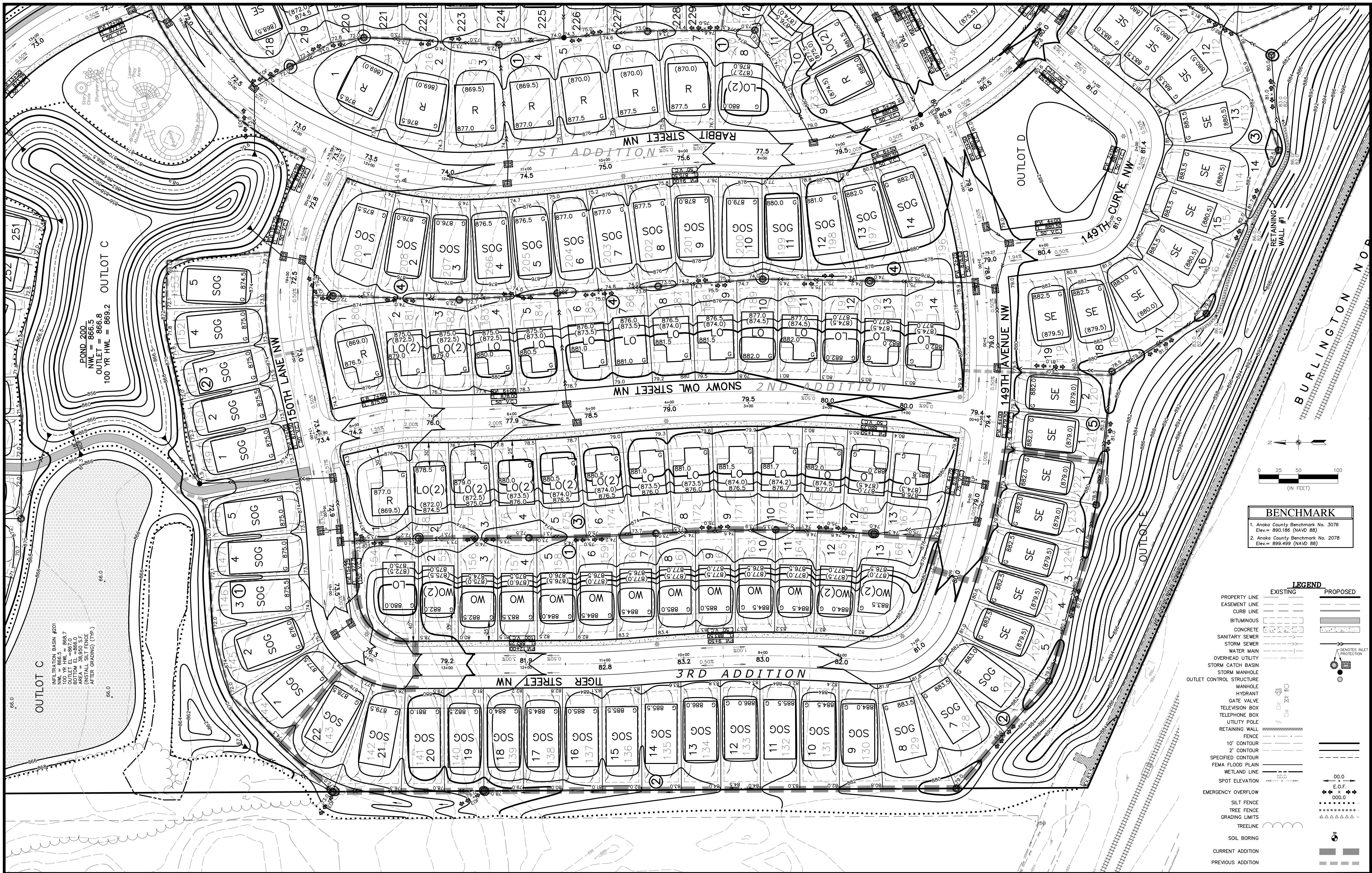
Drawn: ADB
Designed: BJK
Date: 6/23/17

Revisions:
1. 7/27/17 per City Comments
2. 8/31/17 per City Comments
3. 11/15/17 Update Street Names & 1st Addition Outlined
4. 4/13/18 Revise Street names, B12L15-28 & B13L1-13 & add NE Trail
5. 6/13/18 per City Comments
6. 2/15/19 per 3rd Addition

RIVERSTONE DEVELOPMENT, LLC.
14015 Sunfish Lake B, Suite 400
Ramsey, MN 55303

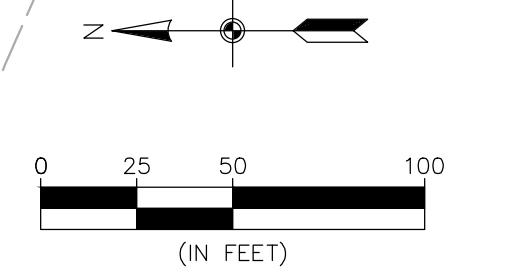
RIVERSTONE
Ramsey, MN

COVER SHEET



POND 200
 NML = 866.5
 OUTLET HWL = 866.8
 100 YR HML = 869.2
 OUTLET C

INFILTRATION BASIN #201
 NML = 866.3
 100 YR HML = 866.7
 BOTTOM EL. = 866.0
 AREA = 38,850 S.F.
 (INSTALL SILT FENCE
 AFTER GRADING (TYP.))



BENCHMARK	
1. Anoka County Benchmark No. 3076	Elev. = 890.186 (NAVD 88)
2. Anoka County Benchmark No. 2078	Elev. = 899.499 (NAVD 88)

LEGEND	
EXISTING	PROPOSED
PROPERTY LINE	PROPERTY LINE
EASEMENT LINE	EASEMENT LINE
CURB LINE	CURB LINE
BITUMINOUS	BITUMINOUS
CONCRETE	CONCRETE
SANITARY SEWER	SANITARY SEWER
STORM SEWER	STORM SEWER
WATER MAIN	WATER MAIN
OVERHEAD UTILITY	OVERHEAD UTILITY
STORM CATCH BASIN	STORM CATCH BASIN
STORM MANHOLE	STORM MANHOLE
OUTLET CONTROL STRUCTURE	OUTLET CONTROL STRUCTURE
MANHOLE	MANHOLE
HYDRANT	HYDRANT
GATE VALVE	GATE VALVE
TELEVISION BOX	TELEVISION BOX
TELEPHONE BOX	TELEPHONE BOX
UTILITY POLE	UTILITY POLE
RETAINING WALL	RETAINING WALL
FENCE	FENCE
10' CONTOUR	10' CONTOUR
2' CONTOUR	2' CONTOUR
SPECIFIED CONTOUR	SPECIFIED CONTOUR
FEMA FLOOD PLAIN	FEMA FLOOD PLAIN
WETLAND LINE	WETLAND LINE
SPOT ELEVATION	SPOT ELEVATION
EMERGENCY OVERFLOW	EMERGENCY OVERFLOW
SILT FENCE	SILT FENCE
TREE FENCE	TREE FENCE
GRADING LIMITS	GRADING LIMITS
TREELINE	TREELINE
SOIL BORING	SOIL BORING
CURRENT ADDITION	CURRENT ADDITION
PREVIOUS ADDITION	PREVIOUS ADDITION

Carlson McCain
 • environmental
 • engineering
 • surveying

3890 Pheasant Ridge Drive NE, Suite 100
 Blaine, MN 55449
 Phone: (763) 489-7900
 Fax: (763) 489-7959
 www.carlsonmccain.com

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: Brian J. Krystoflak, P.E.
 Signature: *Brian J. Krystoflak*
 Date: 6/23/17 License #: 25063

Drawn: LC
 Designed: BJK
 Date: 6/23/17

Revisions:
 1. 7/27/17 per City Comments
 2. 8/31/17 per City Comments
 3. 11/15/17 Update Street Names & 1st Addition Outlined
 4. 4/13/18 Revise Street names, B12L15-28 & B13L1-13 & add NE Trail
 5. 6/13/18 per City Comments

6. 2/15/19 per 3rd Addition

RIVERSTONE DEVELOPMENT, LLC.
 14015 Sunfish Lake B, Suite 400
 Ramsey, MN 55303

RIVERSTONE
 Ramsey, MN

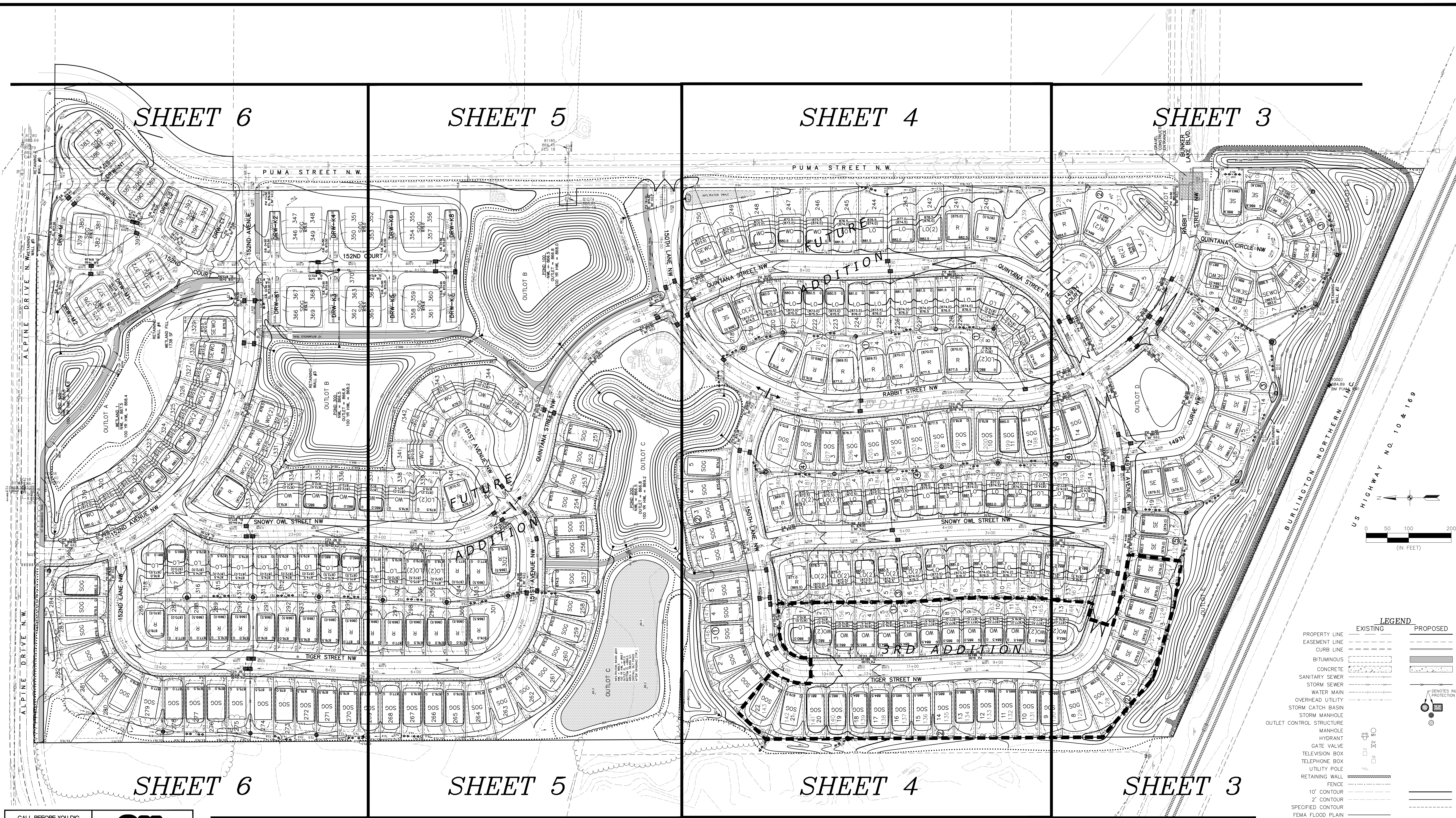
GRADING, DEVELOPMENT & EROSION CONTROL PLAN

SHEET 6

SHEET 5

SHEET 4

SHEET 3

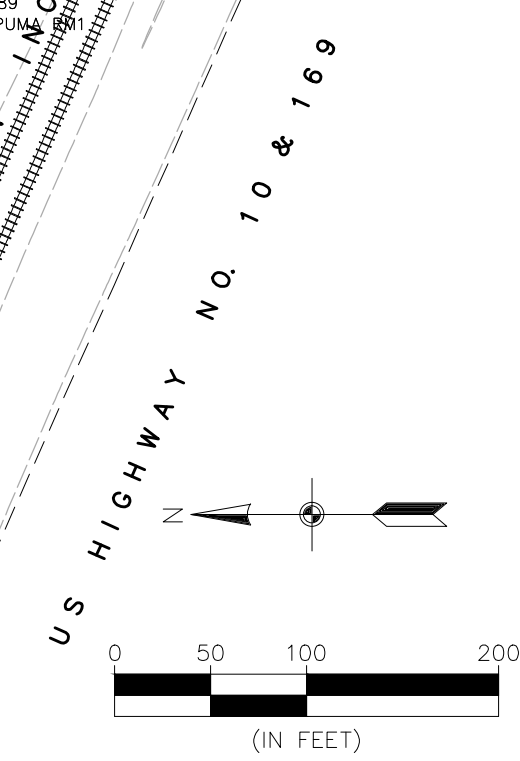


SHEET 6

SHEET 5

SHEET 4

SHEET 3



LEGEND

EXISTING	PROPOSED
Property Line	Property Line
Easement Line	Easement Line
Curb Line	Curb Line
Bituminous	Bituminous
Concrete	Concrete
Sanitary Sewer	Sanitary Sewer
Storm Sewer	Storm Sewer
Water Main	Water Main
Overhead Utility	Overhead Utility
Storm Catch Basin	Storm Catch Basin
Storm Manhole	Storm Manhole
Outlet Control Structure	Outlet Control Structure
Manhole	Manhole
Hydrant	Hydrant
Gate Valve	Gate Valve
Television Box	Television Box
Telephone Box	Telephone Box
Utility Pole	Utility Pole
Retaining Wall	Retaining Wall
Fence	Fence
10' Contour	10' Contour
2' Contour	2' Contour
Specified Contour	Specified Contour
FEMA Flood Plain	FEMA Flood Plain
Wetland Line	Wetland Line
Spot Elevation	Spot Elevation
Emergency Overflow	Emergency Overflow
Silt Fence	Silt Fence
Tree Fence	Tree Fence
Grading Limits	Grading Limits
Tree Line	Tree Line
Soil Boring	Soil Boring
Current Addition	Current Addition
Previous Addition	Previous Addition

WETLAND SUMMARY
 WETLAND FILL = 1738 SF
 NOTE: WETLAND FILL TOTAL IS LESS THAN THE DEMINIMUM AMOUNT; NO WETLAND REPLACEMENT WILL BE REQUIRED

CALL BEFORE YOU DIG

Know what's below.
Call before you dig.

The subsurface utility information shown on this plan is utility Quality Level D. This quality level was determined according to the guidelines of C/ASCE 38-02, entitled "Standard Guideline for the Collection and Depiction of Existing Subsurface Utility Data."

Carlson McCain

- environmental
- engineering
- surveying

3890 Pheasant Ridge Drive NE, Suite 100
Blaine, MN 55449
Phone: (763) 489-7900
Fax: (763) 489-7959
www.carlsonmccain.com

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: Brian J. Krystoflak, P.E.
Signature: *Brian J. Krystoflak*
Date: 6/23/17 License #: 25063

Drawn: LC
Designed: BJK
Date: 6/23/17

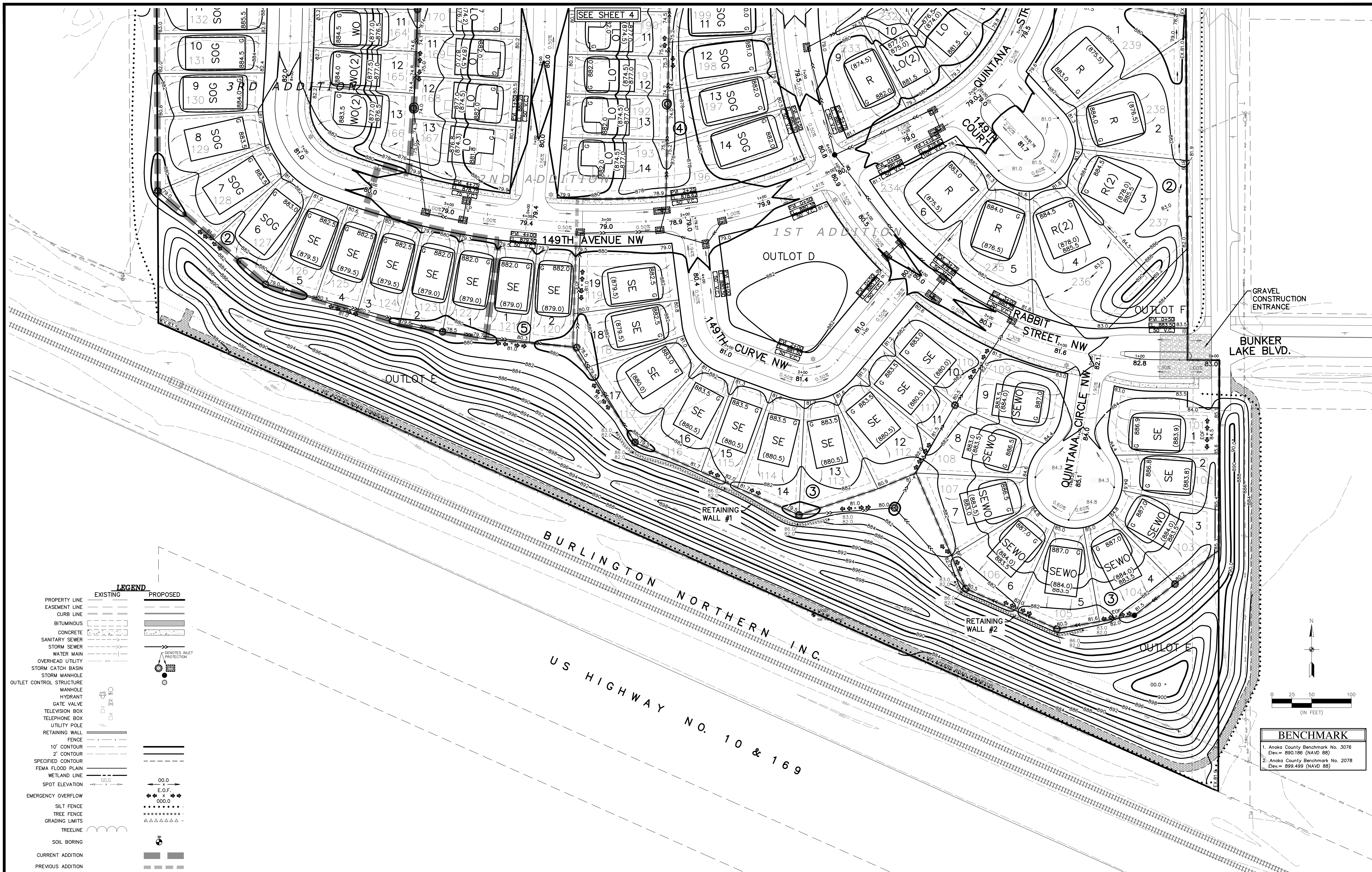
Revisions:
 1. 7/27/17 per City Comments
 2. 8/31/17 per City Comments
 3. 11/15/17 Update Street Names & 1st Addition Outlined
 4. 4/13/18 Revise Street names, B12L15-28 & B13L1-13 & add NE Trail
 5. 6/13/18 per City Comments

6. 2/15/19 per 3rd Addition

RIVERSTONE DEVELOPMENT, LLC.
 14015 Sunfish Lake B, Suite 400
 Ramsey, MN 55303

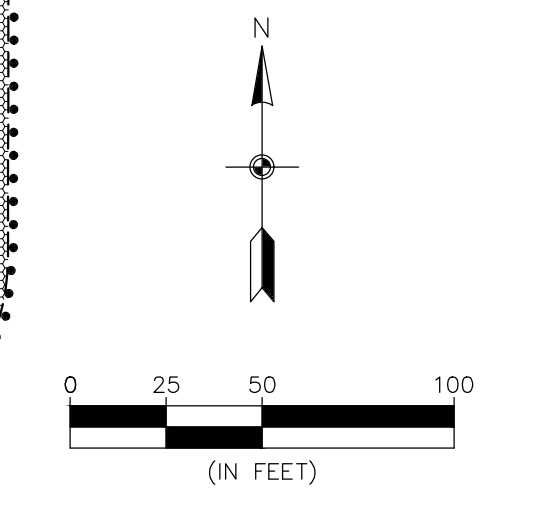
RIVERSTONE
 Ramsey, MN

GRADING INDEX



LEGEND

	EXISTING	PROPOSED
PROPERTY LINE	---	---
EASEMENT LINE	---	---
CURB LINE	---	---
BITUMINOUS	---	---
CONCRETE	---	---
SANITARY SEWER	---	---
STORM SEWER	---	---
WATER MAIN	---	---
OVERHEAD UTILITY	---	---
STORM CATCH BASIN	---	---
STORM MANHOLE	---	---
OUTLET CONTROL STRUCTURE	---	---
MANHOLE	---	---
HYDRANT	---	---
GATE VALVE	---	---
TELEVISION BOX	---	---
TELEPHONE BOX	---	---
UTILITY POLE	---	---
RETAINING WALL	---	---
FENCE	---	---
10' CONTOUR	---	---
2' CONTOUR	---	---
SPECIFIED CONTOUR	---	---
FEMA FLOOD PLAIN	---	---
WETLAND LINE	---	---
SPOT ELEVATION	---	---
EMERGENCY OVERFLOW	---	---
SILT FENCE	---	---
TREE FENCE	---	---
GRADING LIMITS	---	---
TREELINE	---	---
SOIL BORING	---	---
CURRENT ADDITION	---	---
PREVIOUS ADDITION	---	---



BENCHMARK

1. Anoka County Benchmark No. 3076 Elev. = 890.186 (NAVD 88)
2. Anoka County Benchmark No. 2078 Elev. = 899.499 (NAVD 88)

Carlson McCain
 • environmental
 • engineering
 • surveying

3890 Pleasant Ridge Drive NE,
 Suite 100
 Blaine, MN 55449
 Phone: (763) 489-7900
 Fax: (763) 489-7959
 www.carlsonmccain.com

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: Brian J. Krystoflak, P.E.
 Signature: *Brian J. Krystoflak*
 Date: 6/23/17 License #: 25063

Drawn: LC
 Designed: BJK
 Date: 6/23/17

Revisions:
 1. 7/27/17 per City Comments
 2. 8/23/17 per City Comments
 3. 11/15/17 Update Street Names & 1st Addition Outlined
 4. 4/13/18 Revise Street names, B12L15-28 & B13L1-13 & add NE Trail
 5. 6/13/18 per City Comments

6. 2/15/19 per 3rd Addition

RIVERSTONE DEVELOPMENT, LLC.
 14015 Sunfish Lake B, Suite 400
 Ramsey, MN 55303

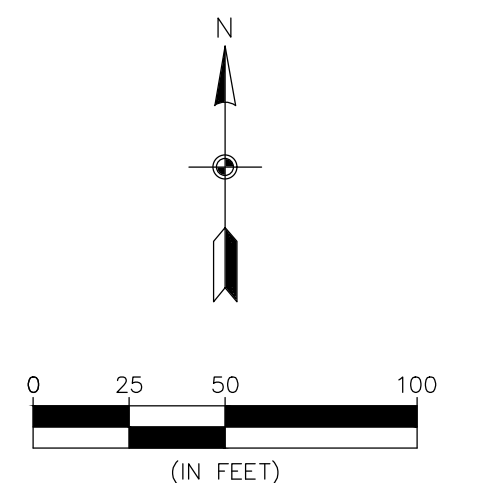
RIVERSTONE
 Ramsey, MN

**GRADING, DEVELOPMENT
 & EROSION CONTROL PLAN**



LEGEND

	EXISTING	PROPOSED
PROPERTY LINE	---	---
EASEMENT LINE	---	---
CURB LINE	---	---
BITUMINOUS	---	---
CONCRETE	---	---
SANITARY SEWER	---	---
STORM SEWER	---	---
WATER MAIN	---	---
OVERHEAD UTILITY	---	---
STORM CATCH BASIN	---	---
STORM MANHOLE	---	---
OUTLET CONTROL STRUCTURE	---	---
MANHOLE	---	---
HYDRANT	---	---
GATE VALVE	---	---
TELEVISION BOX	---	---
TELEPHONE BOX	---	---
UTILITY POLE	---	---
RETAINING WALL	---	---
FENCE	---	---
10' CONTOUR	---	---
2' CONTOUR	---	---
SPECIFIED FLOOR	---	---
FEMA FLOOD PLAIN	---	---
WETLAND LINE	---	---
SPOT ELEVATION	---	---
EMERGENCY OVERFLOW	---	---
SILT FENCE	---	---
TREE FENCE	---	---
GRADING LIMITS	---	---
TREELINE	---	---
SOIL BORING	---	---
CURRENT ADDITION	---	---
PREVIOUS ADDITION	---	---



BENCHMARK

- Anoka County Benchmark No. 3076
Elev = 890.186 (NAVD 88)
- Anoka County Benchmark No. 2078
Elev = 899.499 (NAVD 88)

NWL = 866.5
OUTLET = 866.8
100 YR HWL = 869.2 OUTLOT C

SEE SHEET 5

SEE SHEET 3

Carlson McCain
• environmental
• engineering
• surveying

3890 Pheasant Ridge Drive NE,
Suite 100
Blaine, MN 55449
Phone: (763) 489-7900
Fax: (763) 489-7959
www.carlsonmccain.com

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: Brian J. Krystofek, P.E.
Signature: *Brian J. Krystofek*
Date: 6/23/17 License #: 25063

Drawn: LC
Designed: BJK
Date: 6/23/17

Revisions:
1. 7/27/17 per City Comments
2. 8/23/17 per City Comments
3. 11/15/17 Update Street Names & 1st Addition Outlined
4. 4/13/18 Revise Street names, B12L15-28 & B13L1-13 and add NE Trail
5. 6/13/18 per City Comments

6. 2/15/19 per 3rd Addition

RIVERSTONE DEVELOPMENT, LLC.
14015 Sunfish Lake B, Suite 400
Ramsey, MN 55303

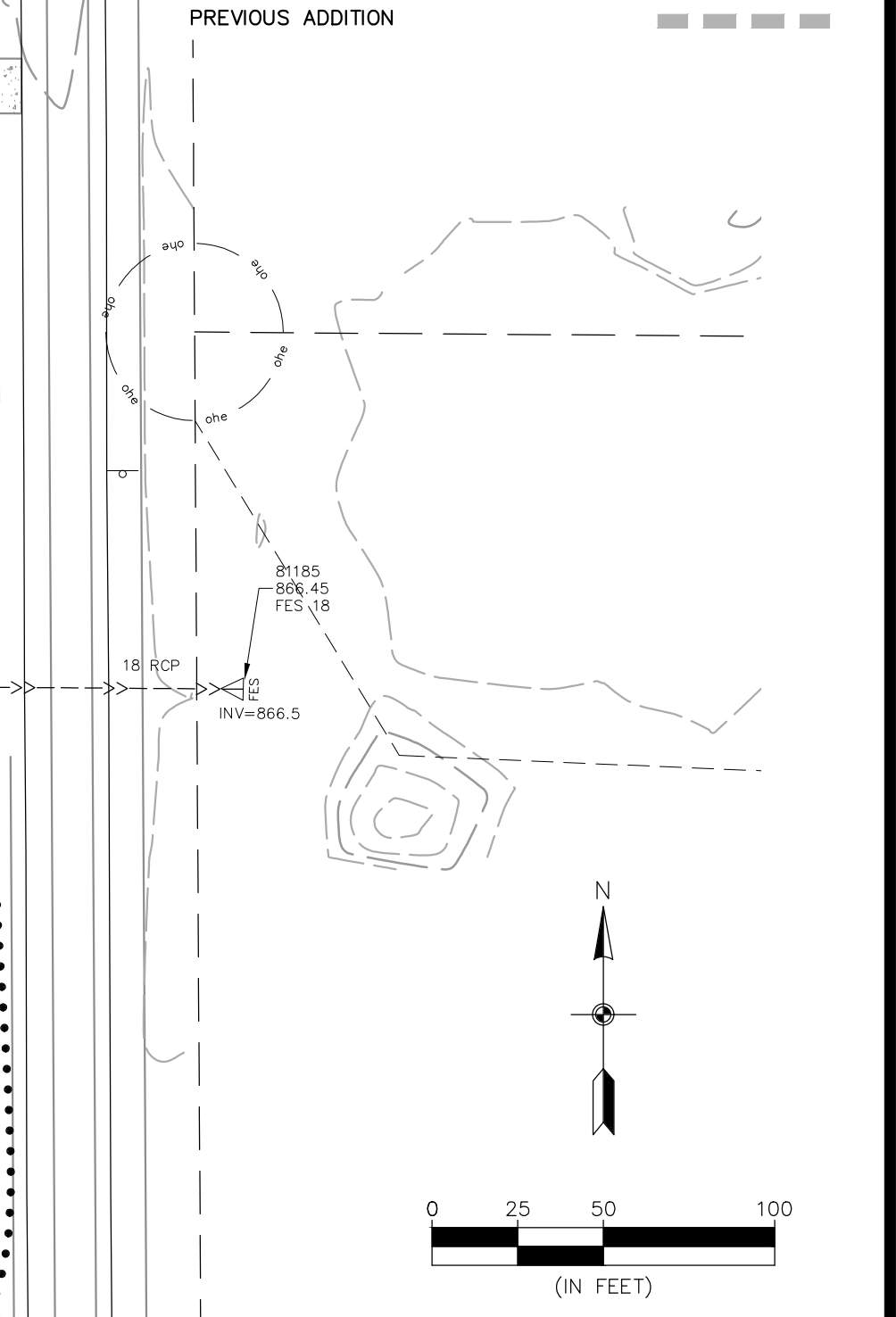
RIVERSTONE
Ramsey, MN

GRADING, DEVELOPMENT & EROSION CONTROL PLAN



LEGEND

EXISTING	PROPOSED
PROPERTY LINE	PROPERTY LINE
EASEMENT LINE	EASEMENT LINE
CURB LINE	CURB LINE
BITUMINOUS	BITUMINOUS
CONCRETE	CONCRETE
SANITARY SEWER	SANITARY SEWER
STORM SEWER	STORM SEWER
OVERHEAD UTILITY	OVERHEAD UTILITY
STORM CATCH BASIN	STORM CATCH BASIN
STORM MANHOLE	STORM MANHOLE
OUTLET CONTROL STRUCTURE	OUTLET CONTROL STRUCTURE
MANHOLE	MANHOLE
HYDRANT	HYDRANT
GATE VALVE	GATE VALVE
TELEVISION BOX	TELEVISION BOX
UTILITY POLE	UTILITY POLE
RETAINING WALL	RETAINING WALL
FENCE	FENCE
10' CONTOUR	10' CONTOUR
2' CONTOUR	2' CONTOUR
SPECIFIED CONTOUR	SPECIFIED CONTOUR
FEMA FLOOD PLAIN	FEMA FLOOD PLAIN
WETLAND LINE	WETLAND LINE
SPOT ELEVATION	SPOT ELEVATION
EMERGENCY OVERFLOW	EMERGENCY OVERFLOW
SILT FENCE	SILT FENCE
TREE FENCE	TREE FENCE
GRADING LIMITS	GRADING LIMITS
TREELINE	TREELINE
SOIL BORING	SOIL BORING
CURRENT ADDITION	CURRENT ADDITION
PREVIOUS ADDITION	PREVIOUS ADDITION



BENCHMARK

- Anoka County Benchmark No. 3076
Elev. = 890.186 (NAVD 88)
- Anoka County Benchmark No. 2078
Elev. = 899.499 (NAVD 88)

OUTLOT C
 INFILTRATION BASIN #201
 NWL = 866.5
 100 YR HWL = 868.7
 OUTLET EL = 867.0
 BOTTOM EL = 866.0
 AREA = 38,950 S.F.
 (INSTALL SILT FENCE AFTER GRADING) (TYP.)

POND 200
 NWL = 866.5
 OUTLET = 866.8
 100 YR HWL = 869.2

POND 100
 NWL = 866.5
 OUTLET = 866.8
 100 YR HWL = 868.0

OUTLET B
 POND 300
 NWL = 866.5
 OUTLET = 866.8
 100 YR HWL = 868.2

Carlson McCain
 • environmental
 • engineering
 • surveying

3890 Pheasant Ridge Drive NE,
 Suite 100
 Blaine, MN 55449
 Phone: (763) 489-7900
 Fax: (763) 489-7959
 www.carlsonmccain.com

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: Brian J. Krystoflak, P.E.
 Signature: *Brian J. Krystoflak*
 Date: 6/23/17 License #: 25063

Drawn: LC
 Designed: BJK
 Date: 6/23/17

Revisions:
 1. 7/27/17 per City Comments
 2. 8/31/17 per City Comments
 3. 11/15/17 Update Street Names & 1st Addition Outlined
 4. 4/13/18 Revise Street Names, B12L12-28 & B13L1-13 & add NE Trail
 5. 6/13/18 per City Comments

6. 2/15/19 per 3rd Addition

RIVERSTONE DEVELOPMENT, LLC.
 14015 Sunfish Lake B, Suite 400
 Ramsey, MN 55303

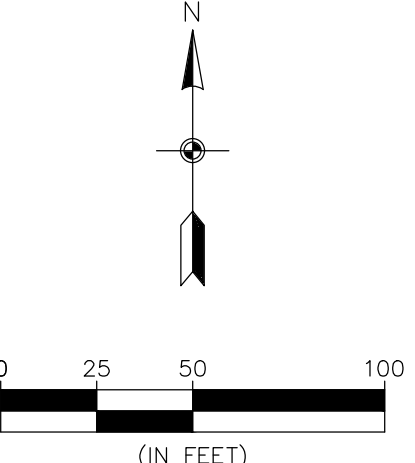
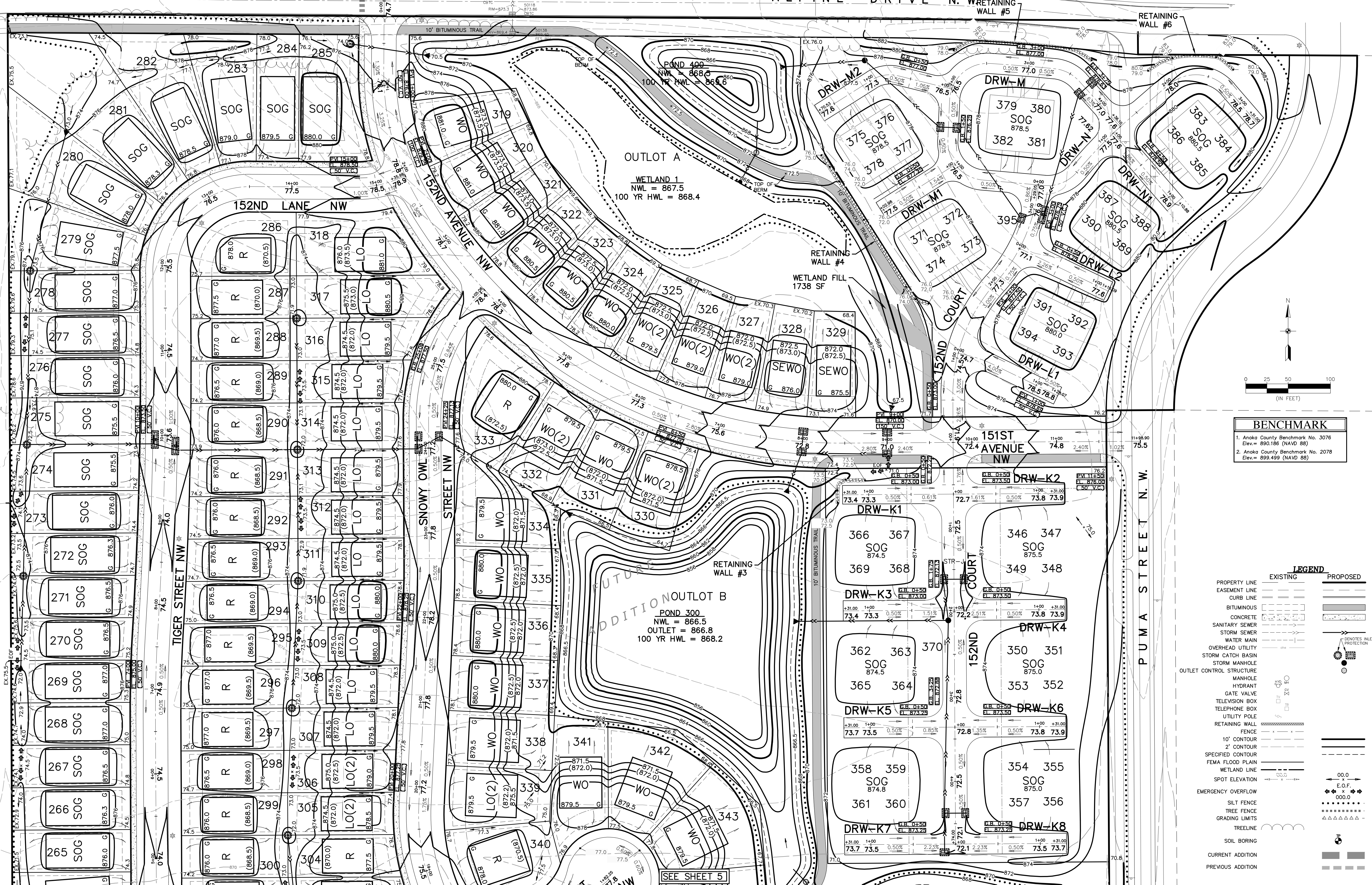
RIVERSTONE
 Ramsey, MN

GRADING, DEVELOPMENT & EROSION CONTROL PLAN

ALPINE DRIVE N.W.

ALPINE DRIVE N.W. RETAINING WALL #5

RETAINING WALL #6



BENCHMARK

- Anoka County Benchmark No. 3076
Elev. = 890.186 (NAVD 88)
- Anoka County Benchmark No. 2078
Elev. = 899.499 (NAVD 88)

LEGEND

	EXISTING	PROPOSED
PROPERTY LINE	---	---
EASEMENT LINE	---	---
CURB LINE	---	---
BITUMINOUS	---	---
CONCRETE	---	---
SANITARY SEWER	---	---
STORM SEWER	---	---
WATER MAIN	---	---
OVERHEAD UTILITY	---	---
STORM CATCH BASIN	---	---
STORM MANHOLE	---	---
OUTLET CONTROL STRUCTURE	---	---
MANHOLE	---	---
HYDRANT	---	---
GATE VALVE	---	---
TELEVISION BOX	---	---
TELEPHONE BOX	---	---
UTILITY POLE	---	---
RETAINING WALL	---	---
FENCE	---	---
10' CONTOUR	---	---
2' CONTOUR	---	---
SPECIFIED CONTOUR	---	---
FEMA FLOOD PLAIN	---	---
WETLAND LINE	---	---
SPOT ELEVATION	---	---
EMERGENCY OVERFLOW	---	---
SILT FENCE	---	---
TREE FENCE	---	---
GRADING LIMITS	---	---
TREELINE	---	---
SOIL BORING	---	---
CURRENT ADDITION	---	---
PREVIOUS ADDITION	---	---

Carlson McCain
 • environmental
 • engineering
 • surveying
 3890 Pheasant Ridge Drive NE, Suite 100
 Blaine, MN 55449
 Phone: (763) 489-7900
 Fax: (763) 489-7959
 www.carlsonmccain.com

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.
 Date: 6/23/17 License #: 25063

Print Name: Brian J. Krystofak, P.E.
 Signature: *Brian J. Krystofak*
 Date: 6/23/17 License #: 25063

Drawn: LC
 Designed: BJK
 Date: 6/23/17

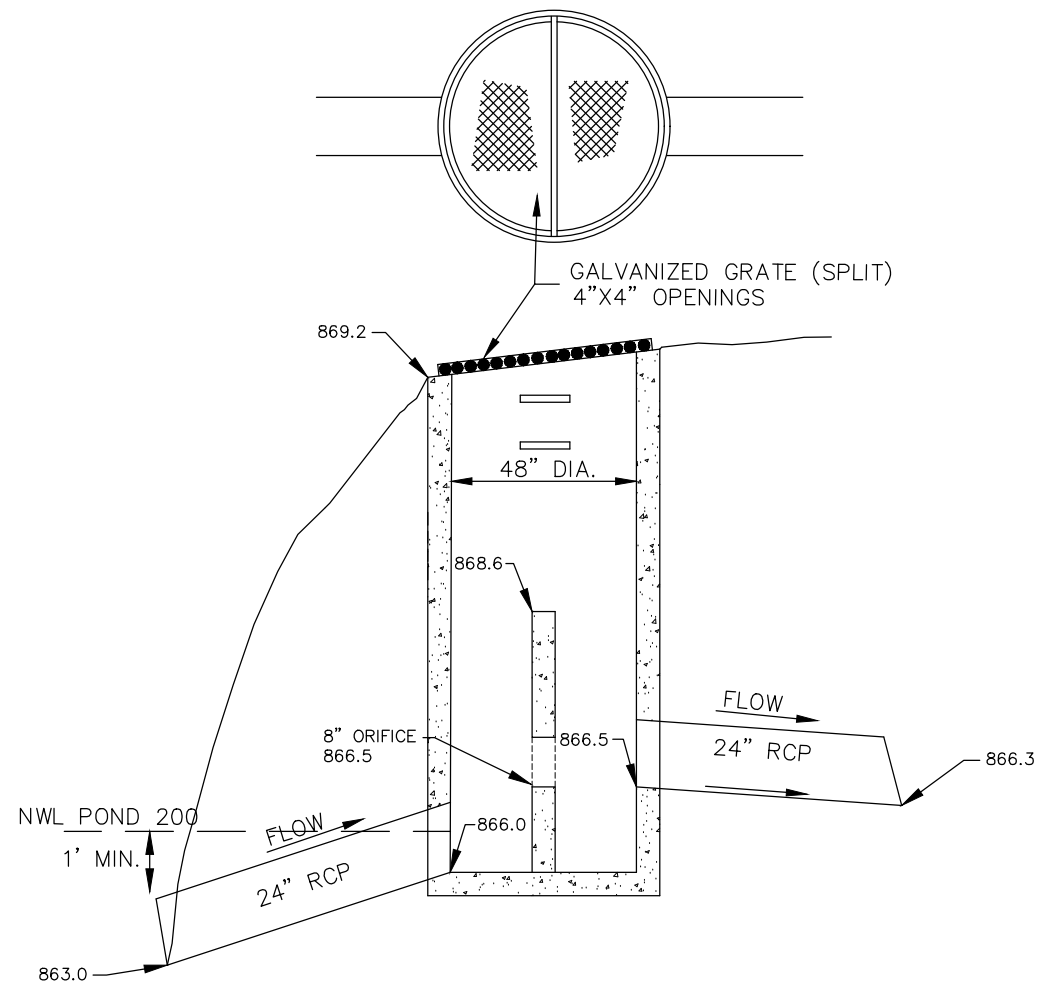
Revisions:
 1. 7/27/17 per City Comments
 2. 8/23/17 per City Comments
 3. 11/15/17 Update Street Names & 1st Addition Outlined
 4. 4/13/18 Revise Street names, B12L15-28 & B13L1-13 & add NE Trail
 5. 6/13/18 per City Comments

RIVERSTONE DEVELOPMENT, LLC.
 14015 Sunfish Lake B, Suite 400
 Ramsey, MN 55303

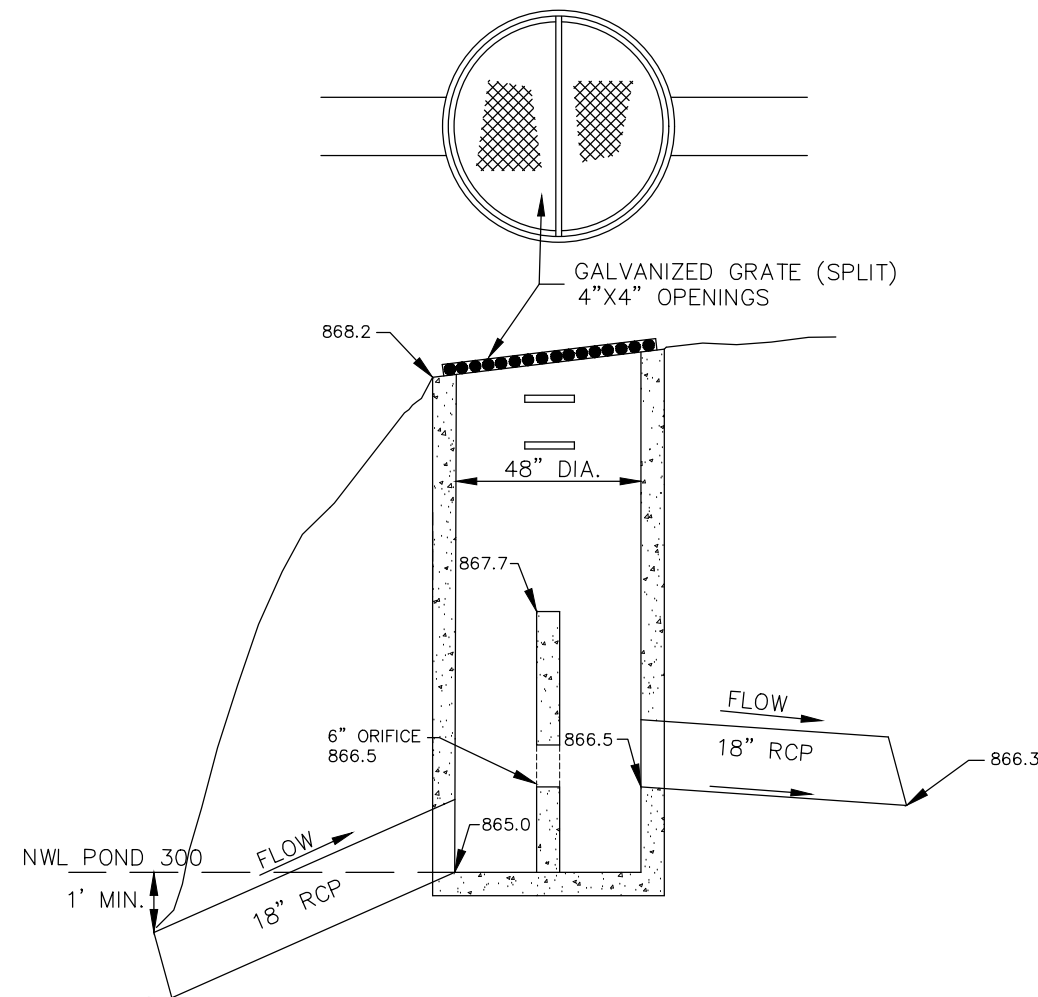
RIVERSTONE
 Ramsey, MN

GRADING, DEVELOPMENT & EROSION CONTROL PLAN

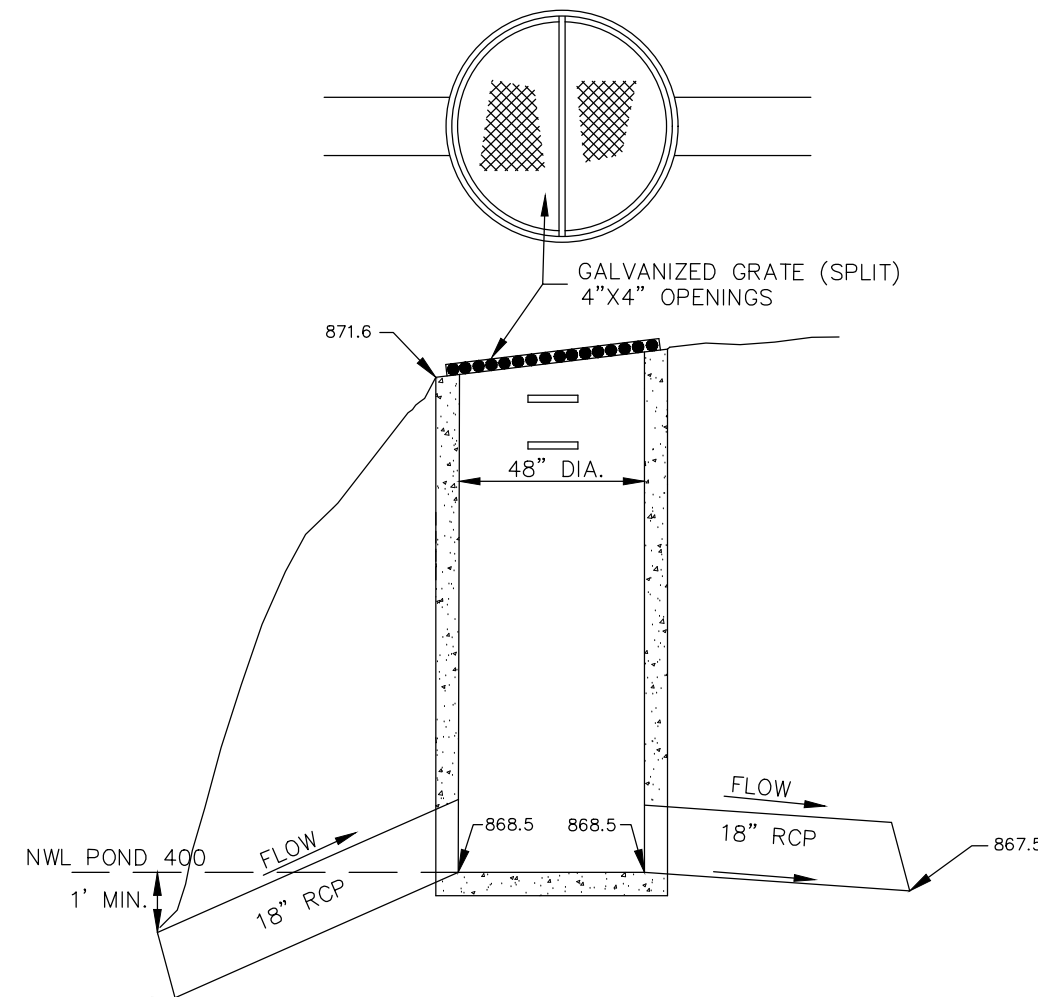
OUTLET CONTROL STRUCTURE POND 200



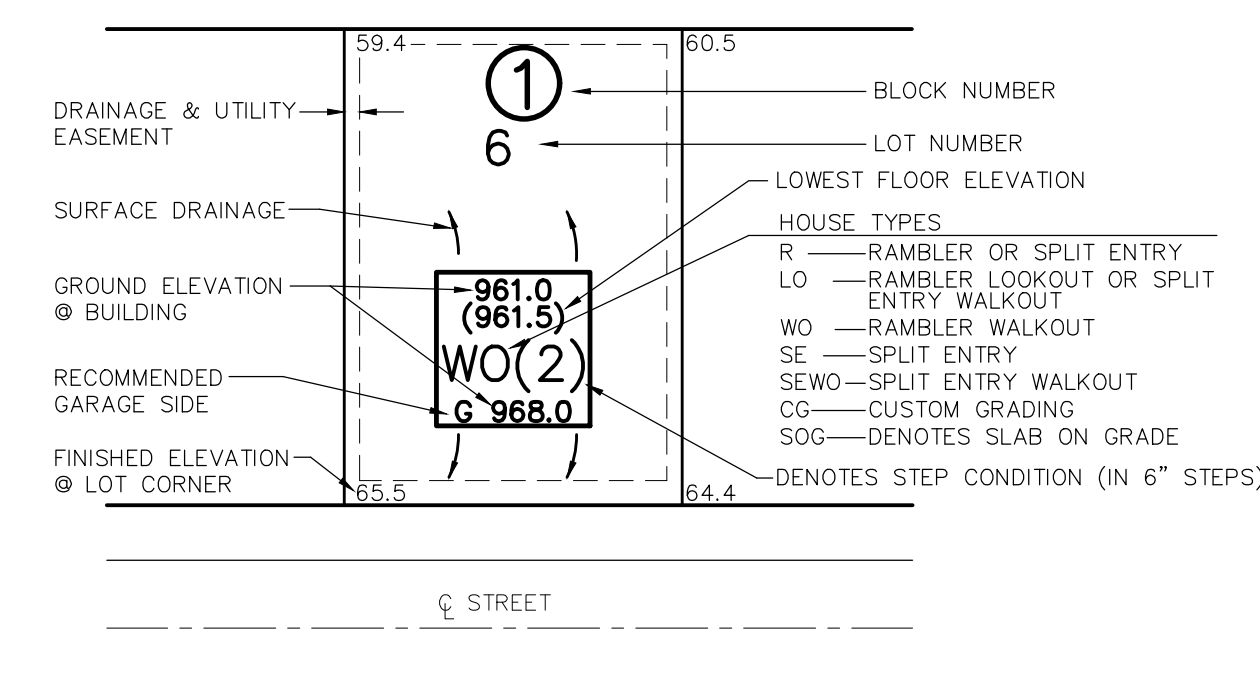
OUTLET CONTROL STRUCTURE POND 300



OUTLET CONTROL STRUCTURE POND 400



GRADING PLAN LOT KEY

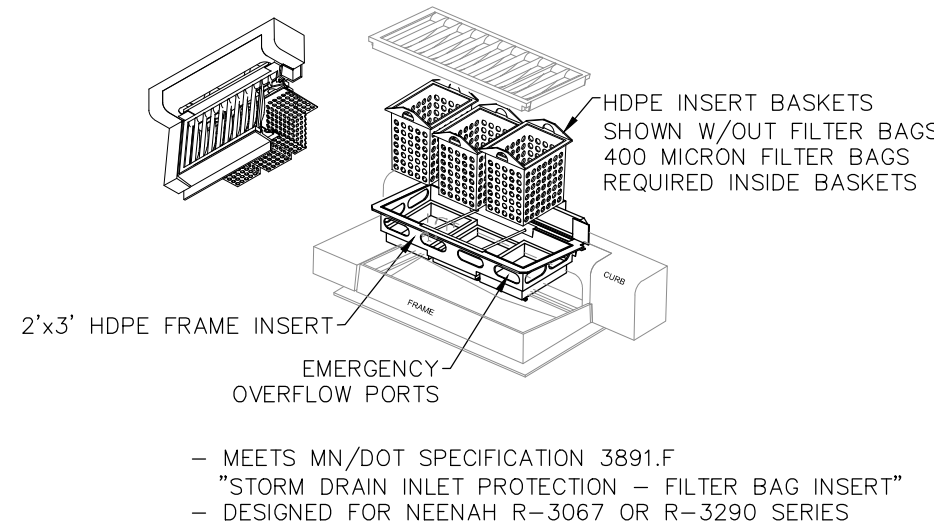


LEGEND

	EXISTING	PROPOSED
PROPERTY LINE	---	---
EASEMENT LINE	---	---
CURB LINE	---	---
BITUMINOUS	---	---
CONCRETE	---	---
SANITARY SEWER	---	---
STORM SEWER	---	---
WATER MAIN	---	---
OVERHEAD UTILITY	---	---
STORM CATCH BASIN	---	---
STORM MANHOLE	---	---
OUTLET CONTROL STRUCTURE	---	---
MANHOLE	---	---
HYDRANT	---	---
GATE VALVE	---	---
TELEVISION BOX	---	---
TELEPHONE BOX	---	---
UTILITY POLE	---	---
RETAINING WALL	---	---
FENCE	---	---
10' CONTOUR	---	---
2' CONTOUR	---	---
SPECIFIED CONTOUR	---	---
FEMA FLOOD PLAIN	---	---
WETLAND LINE	---	---
SPOT ELEVATION	---	---
EMERGENCY OVERFLOW	---	---
SILT FENCE	---	---
TREE FENCE	---	---
GRADING LIMITS	---	---
TREELINE	---	---
SOIL BORING	---	---
CURRENT ADDITION	---	---
PREVIOUS ADDITION	---	---

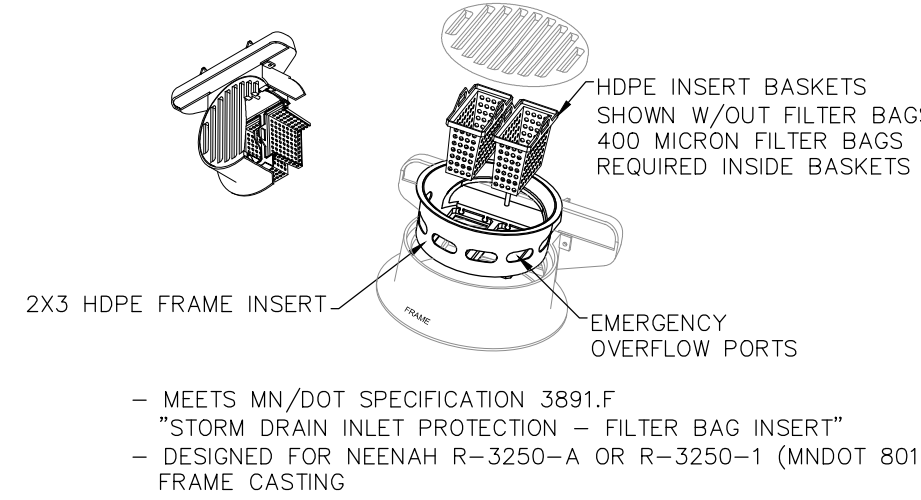
INFRA SAFE - 2'x3' DEBRIS COLLECTION DEVICE

AS MANUFACTURED BY ROYAL ENVIRONMENTAL SYSTEMS



INFRA SAFE - 27" DEBRIS COLLECTION DEVICE

AS MANUFACTURED BY ROYAL ENVIRONMENTAL SERVICES



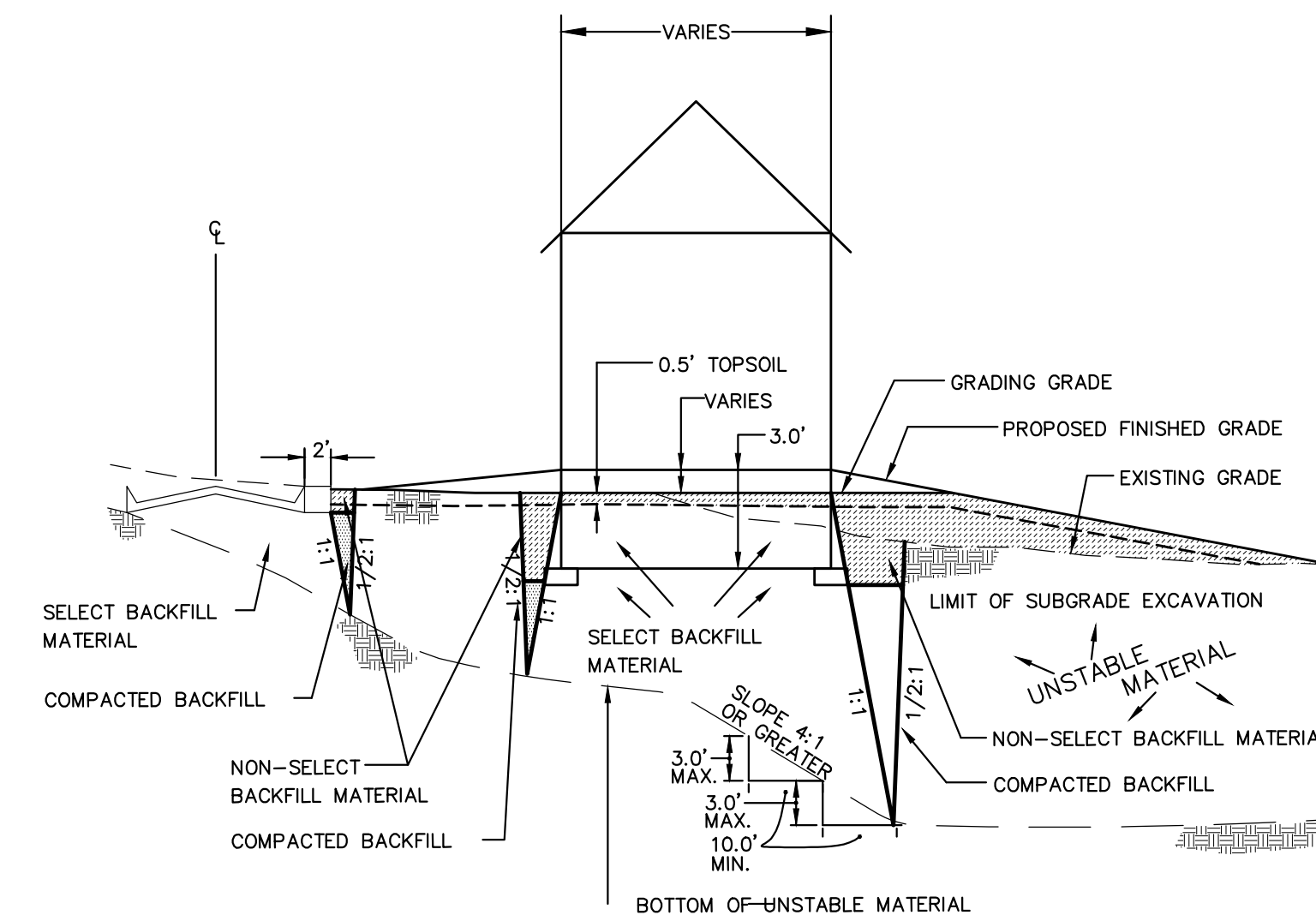
**TABLE A
MODIFIED CLASS 5
SPECIFICATIONS**

SIZE	% 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

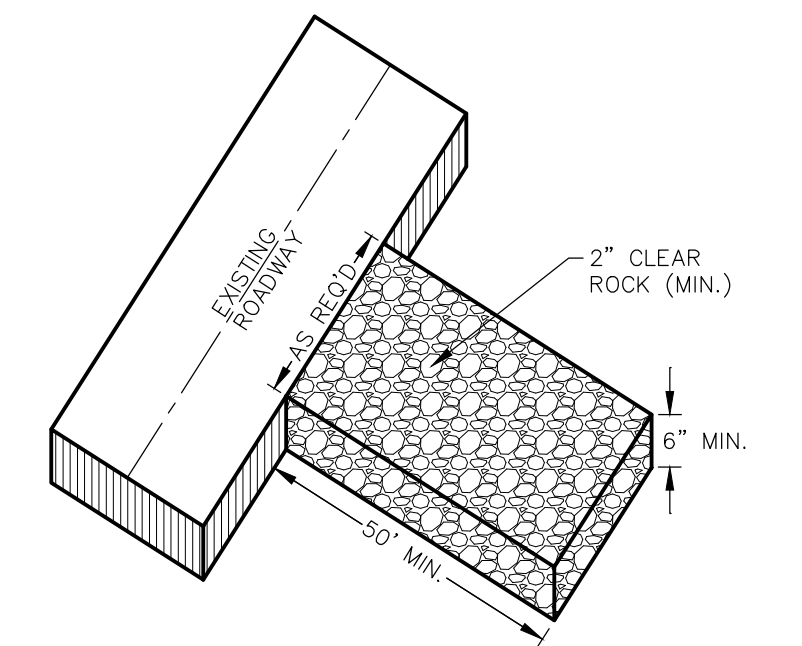
NOTES:
1. THE AGGREGATE BASE CONSTRUCTION WILL BE ACCEPTED FOR PAYMENT IN ACCORDANCE WITH THE PROVISIONS IN TABLE A.
2. IF THE AGGREGATE BASE FAILS TO MEET THE REQUIREMENTS OF TABLE A THE MATERIAL CAN BE CORRECTED IN PLACE OR REMOVED AND REPLACED WITH MATERIAL THAT MEET THE REQUIREMENTS OF TABLE A.
3. IN THE EVENT THAT RECYCLED MATERIAL IS USED 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

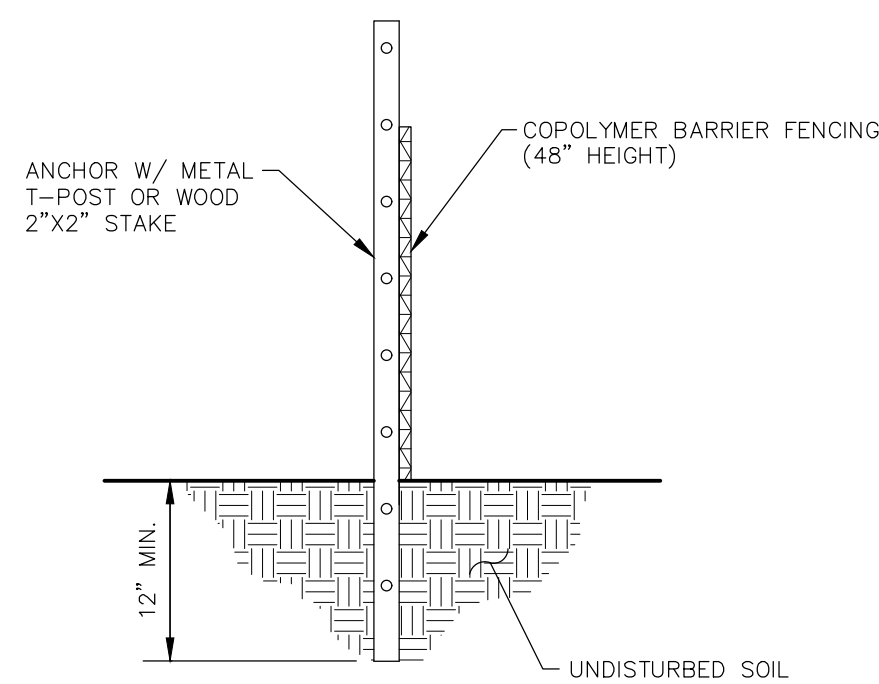
SUBGRADE CORRECTION



ROCK CONSTRUCTION ENTRANCE

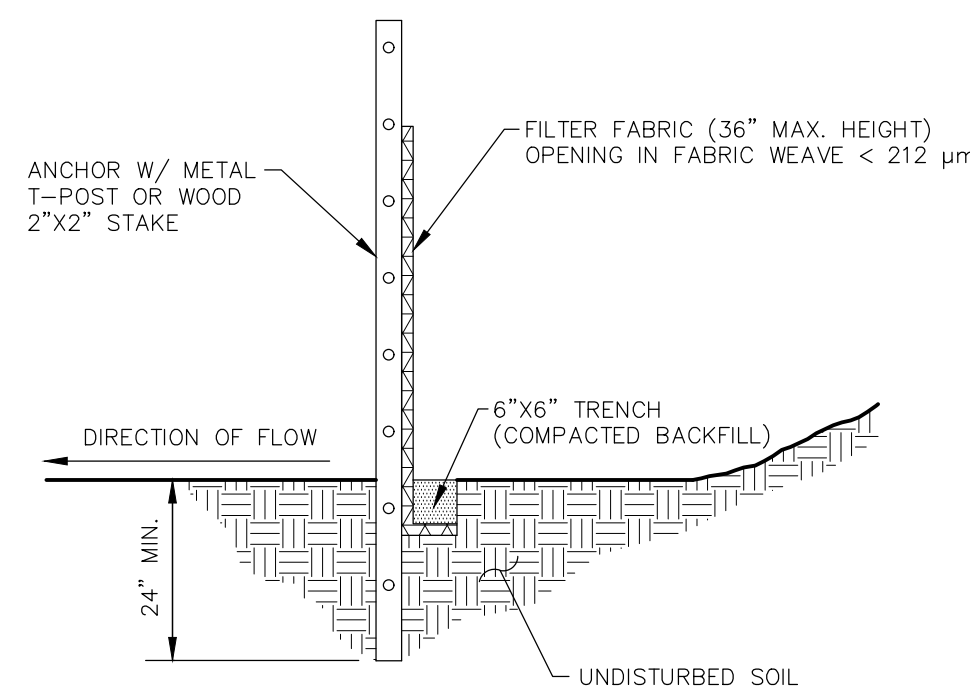


TREE FENCE



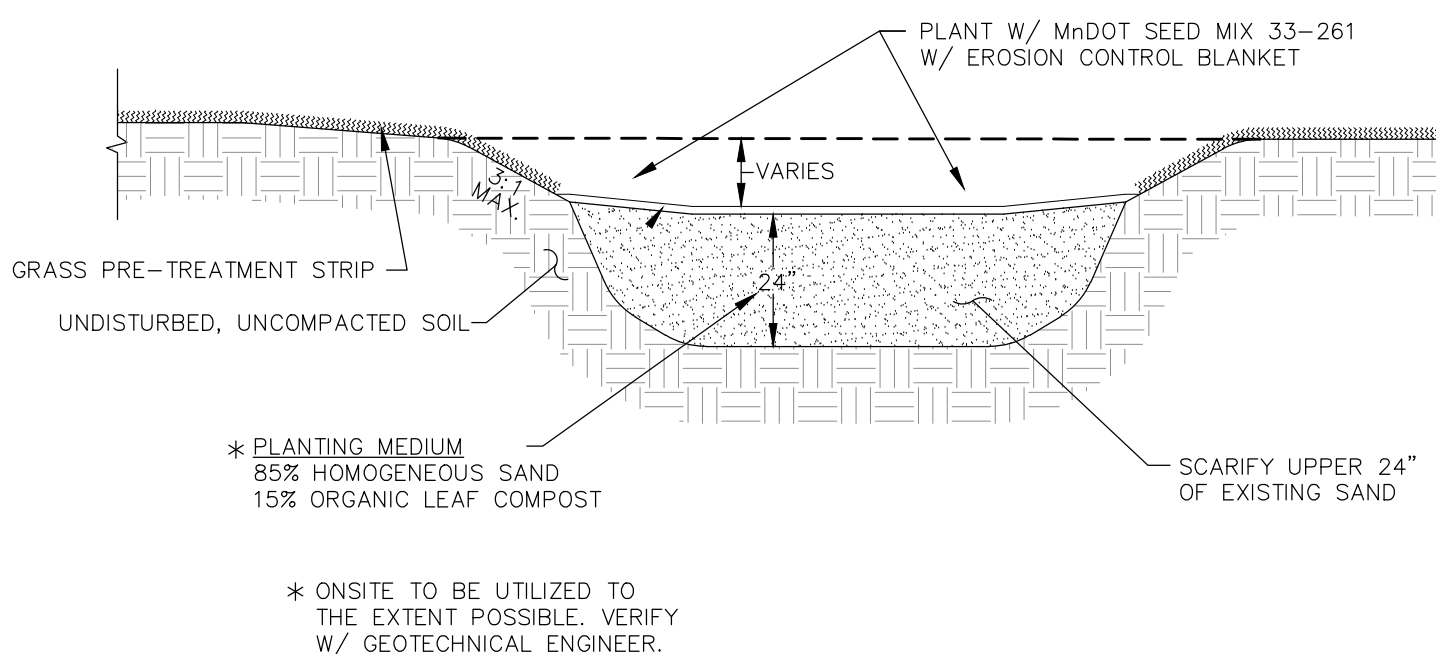
- NOTES:
1. TREE FENCING SHALL BE PLACED A MINIMUM OF 1 FOOT PER CALIPER INCH OF TREE DIAMETER FROM TREE(S) THAT IS/ARE TO BE SAVED.
2. ANCHOR POST MAY BE SPACED UP TO 10 FEET APART.
3. SECURELY ATTACH TREE FENCE TO ANCHOR POSTS W/ MINIMUM OF TWO ATTACHMENTS PER POST.
4. SEE MNDOT SPECIFICATION 2572.

SILT FENCE

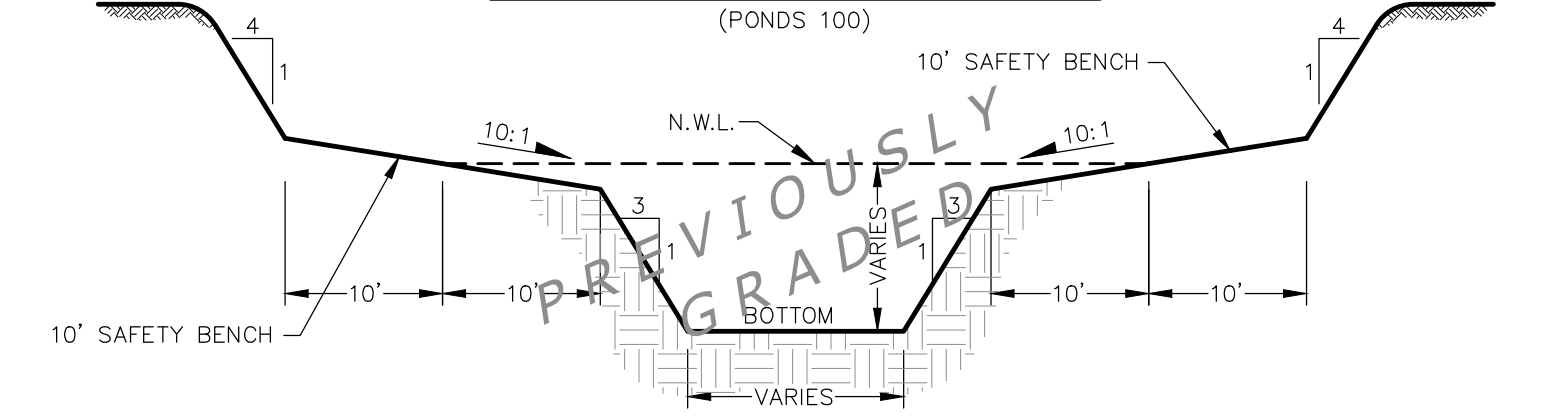


- NOTES:
1. DIG A 6"x6" TRENCH ALONG THE INTENDED SILT FENCE LINE.
2. DRIVE ALL ANCHOR POSTS INTO THE GROUND AT THE DOWNHILL SIDE OF THE TRENCH.
3. POSTS SHALL BE SPACED A MAXIMUM OF 6 FEET APART.
4. LAY OUT SILT FENCE ALONG THE UPHILL SIDE OF THE ANCHOR POSTS AND BACK FILL 6"x6" TRENCH.
5. SECURELY ATTACH SILT FENCE TO ANCHOR POSTS W/ MINIMUM OF THREE ATTACHMENTS PER POST.
6. SEE MNDOT SPECIFICATIONS 2573 & 3886.

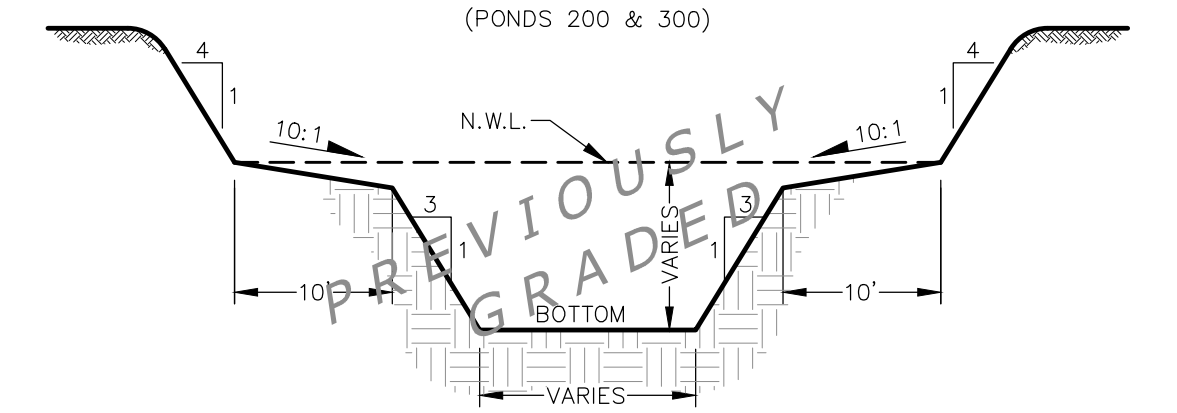
INFILTRATION BASIN



TYPICAL POND SECTION (PONDS 100)



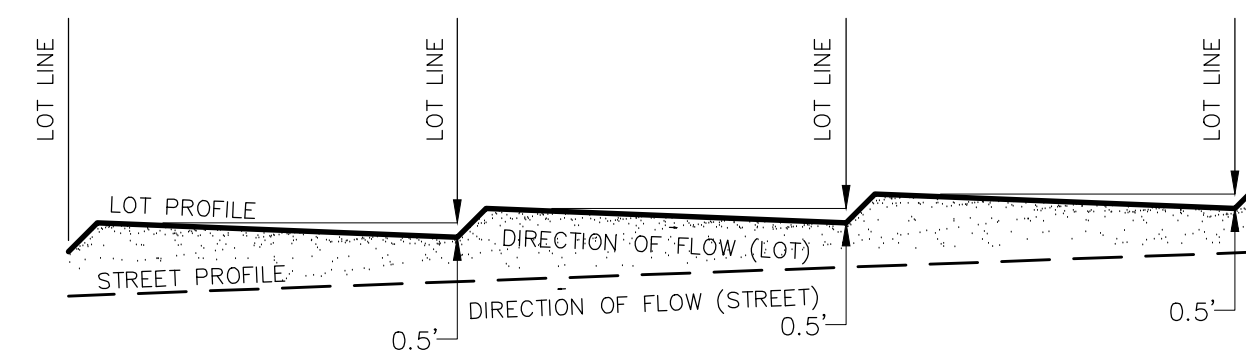
TYPICAL POND SECTION (PONDS 200 & 300)



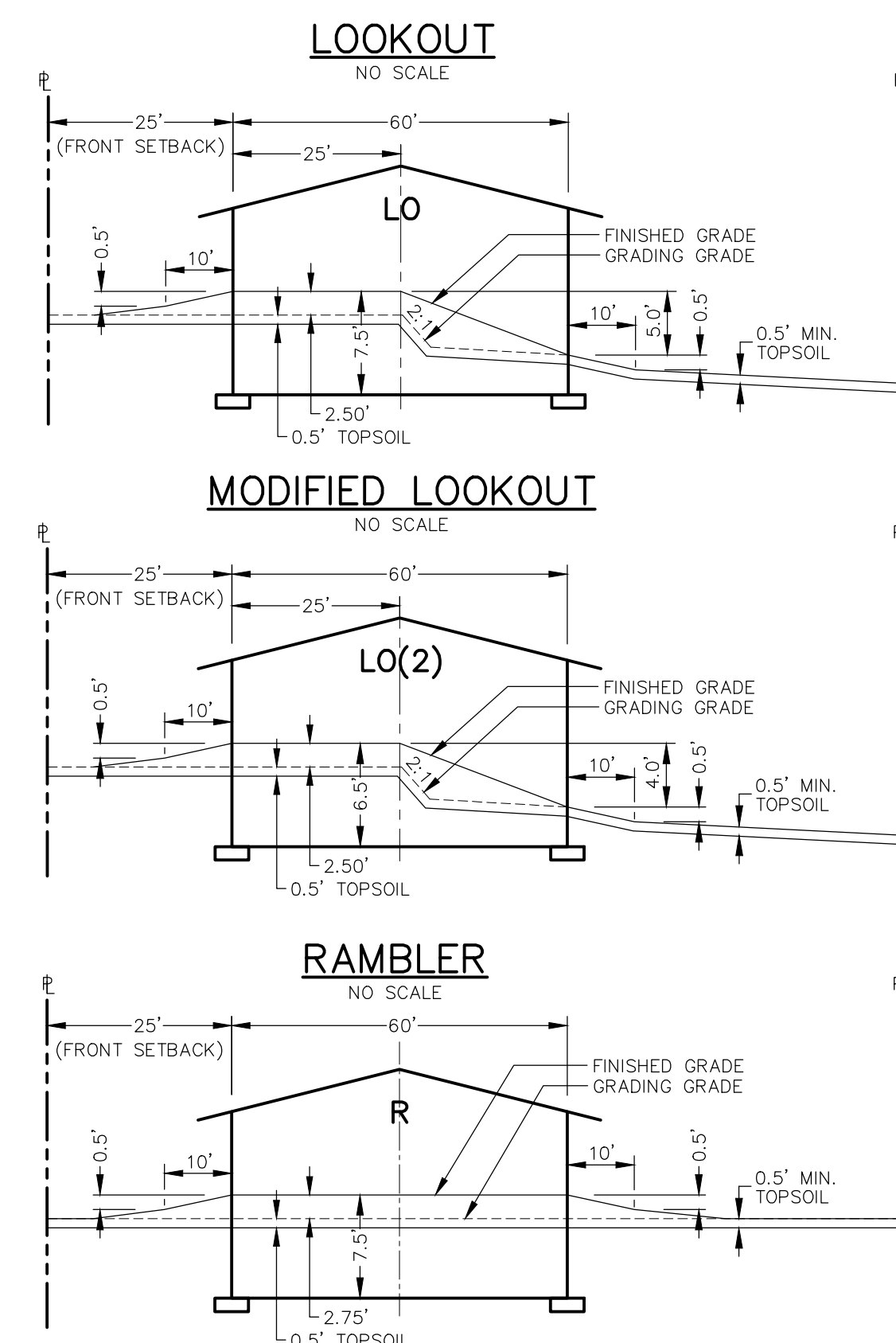
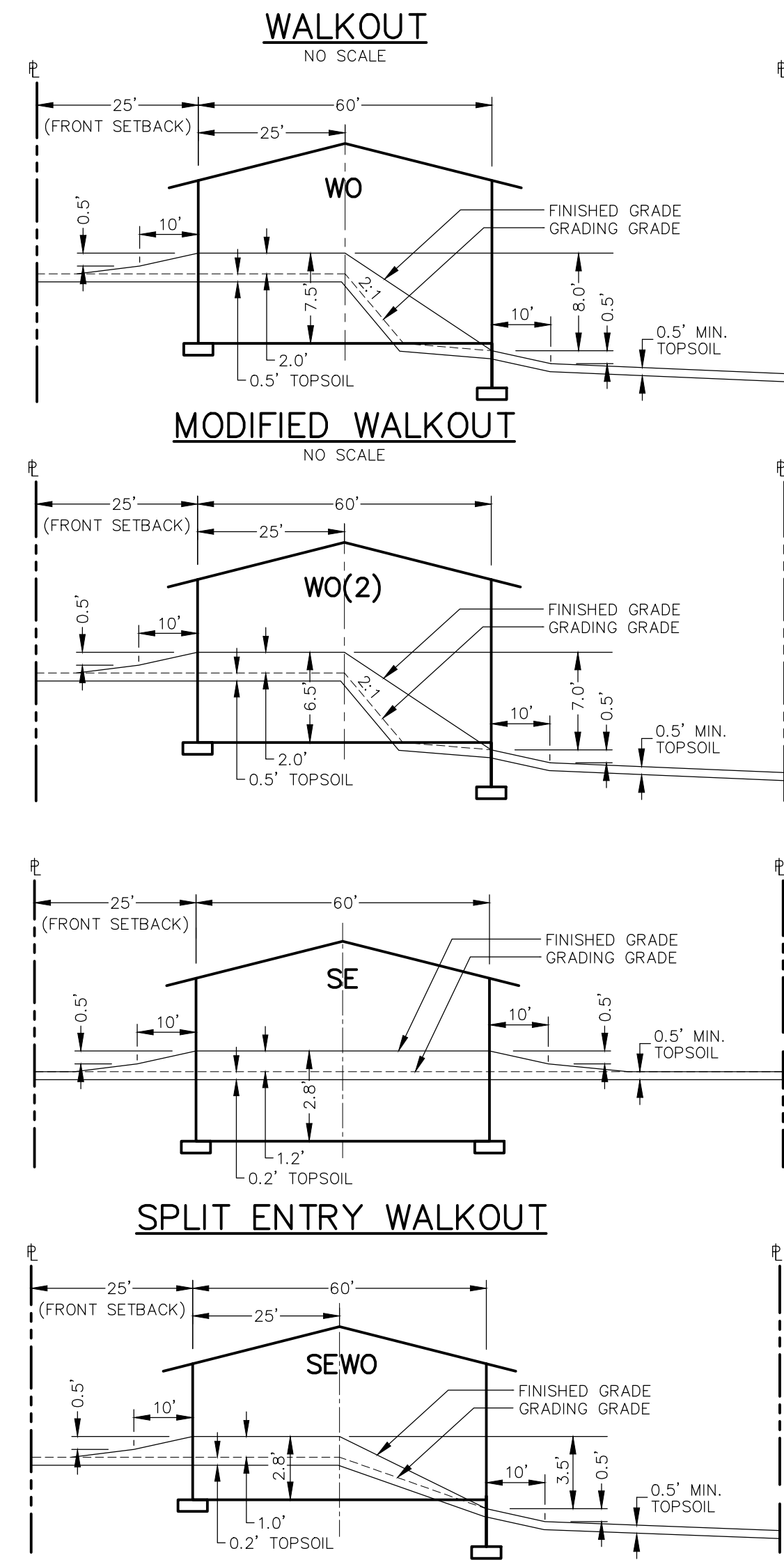
TURF ESTABLISHMENT

TURF ESTABLISHMENT SHALL APPLY TO ALL DISTURBED AREAS AND SHALL BE ACCORDING TO MNDOT STANDARD SPECIFICATIONS FOR CONSTRUCTION (LATEST EDITION) EXCEPT AS MODIFIED BELOW.
TURF ESTABLISHMENT SHALL OCCUR AS SOON AS POSSIBLE BUT IN NO CASE MORE THAN 7 DAYS.
SEED: MNDOT MIXTURE 25-141 AT 60 POUNDS PER ACRE.
DORMANT SEED: SHALL BE APPLIED AT TWICE THE NORMAL RATE AFTER NOVEMBER 1ST.
MULCH: TYPE 1 AT 2 TONS PER ACRE (DISK ANCHORED).
FERTILIZER: TYPE 1 10-10-10 AT 200 POUNDS PER ACRE.

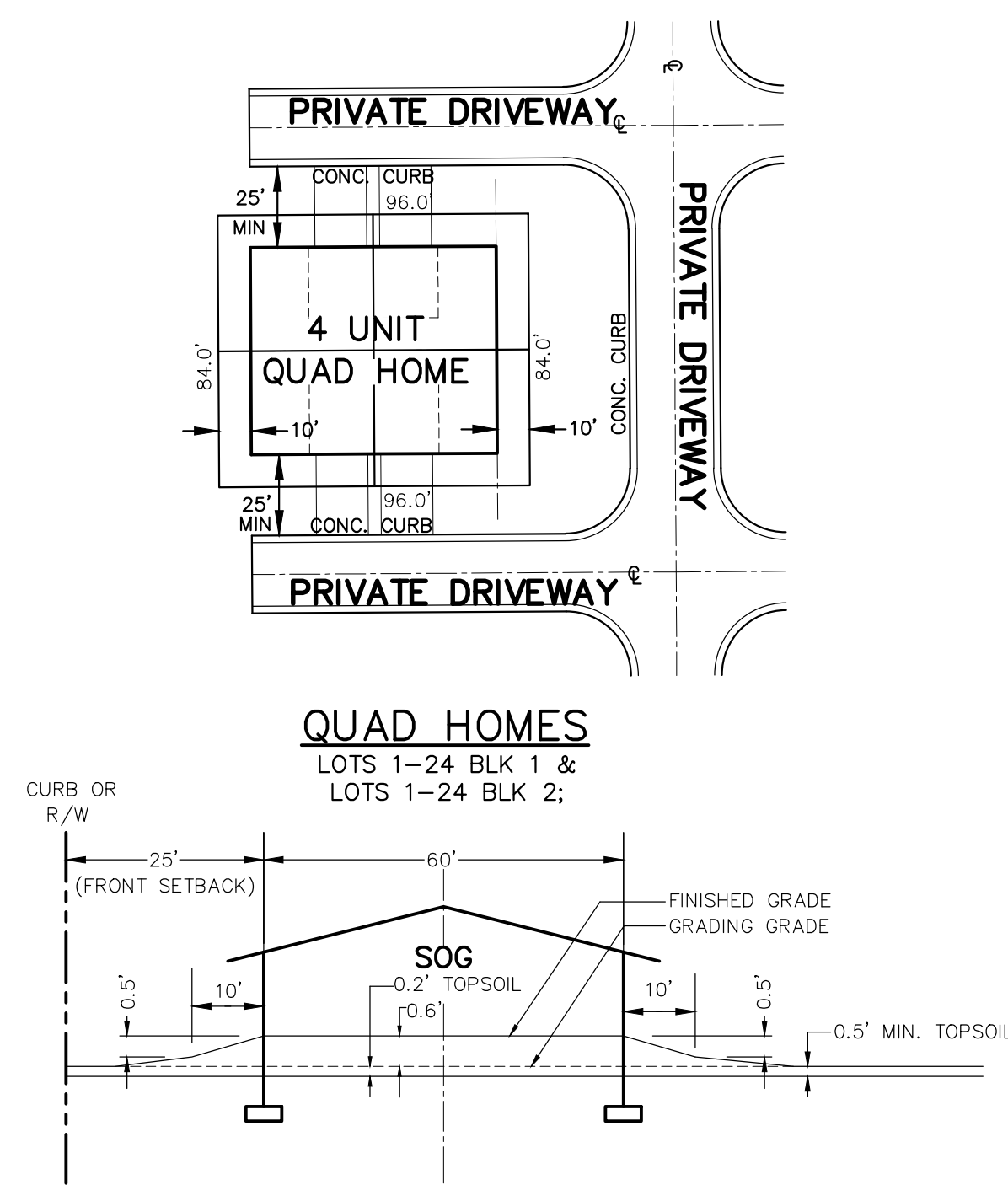
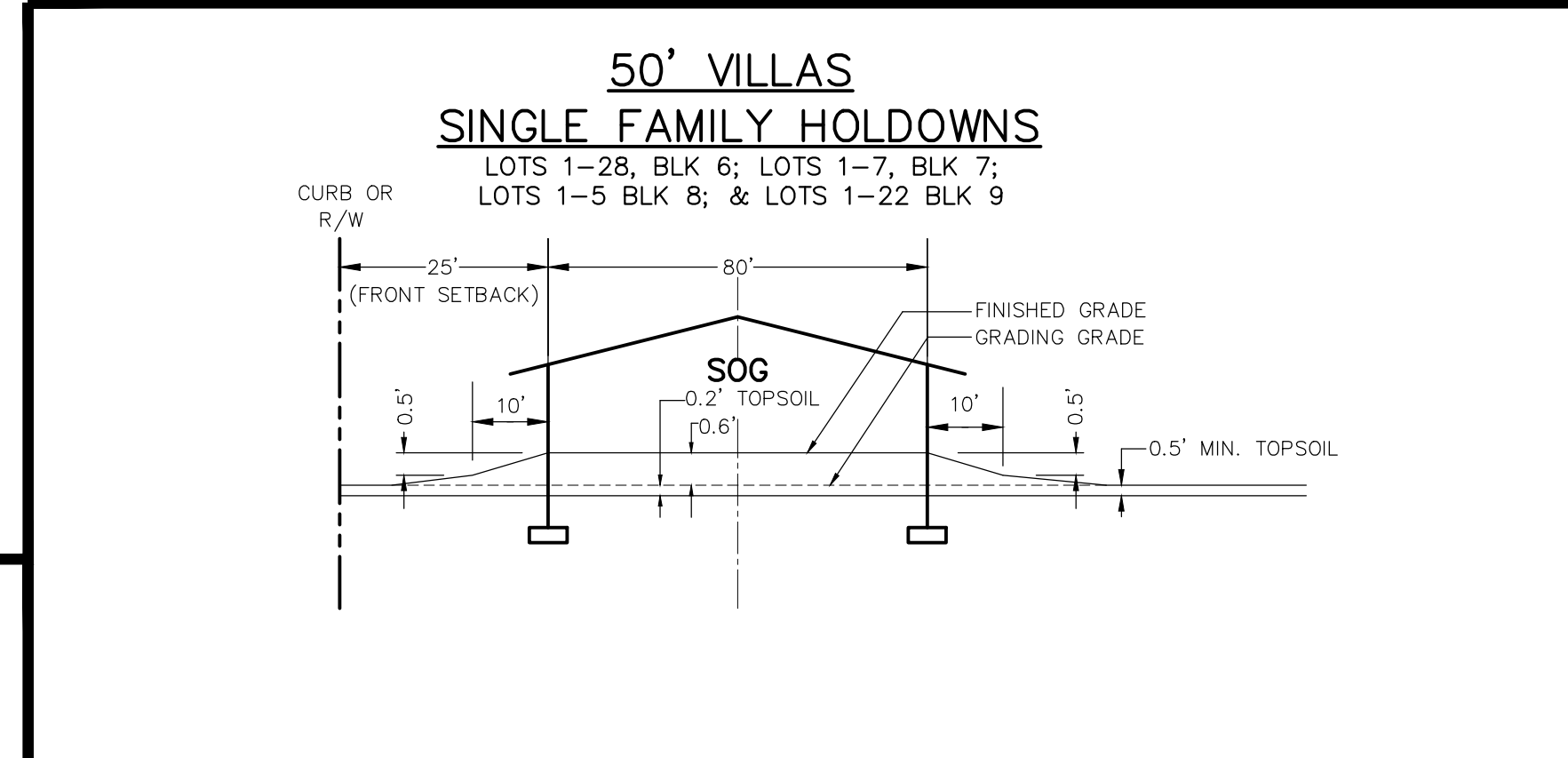
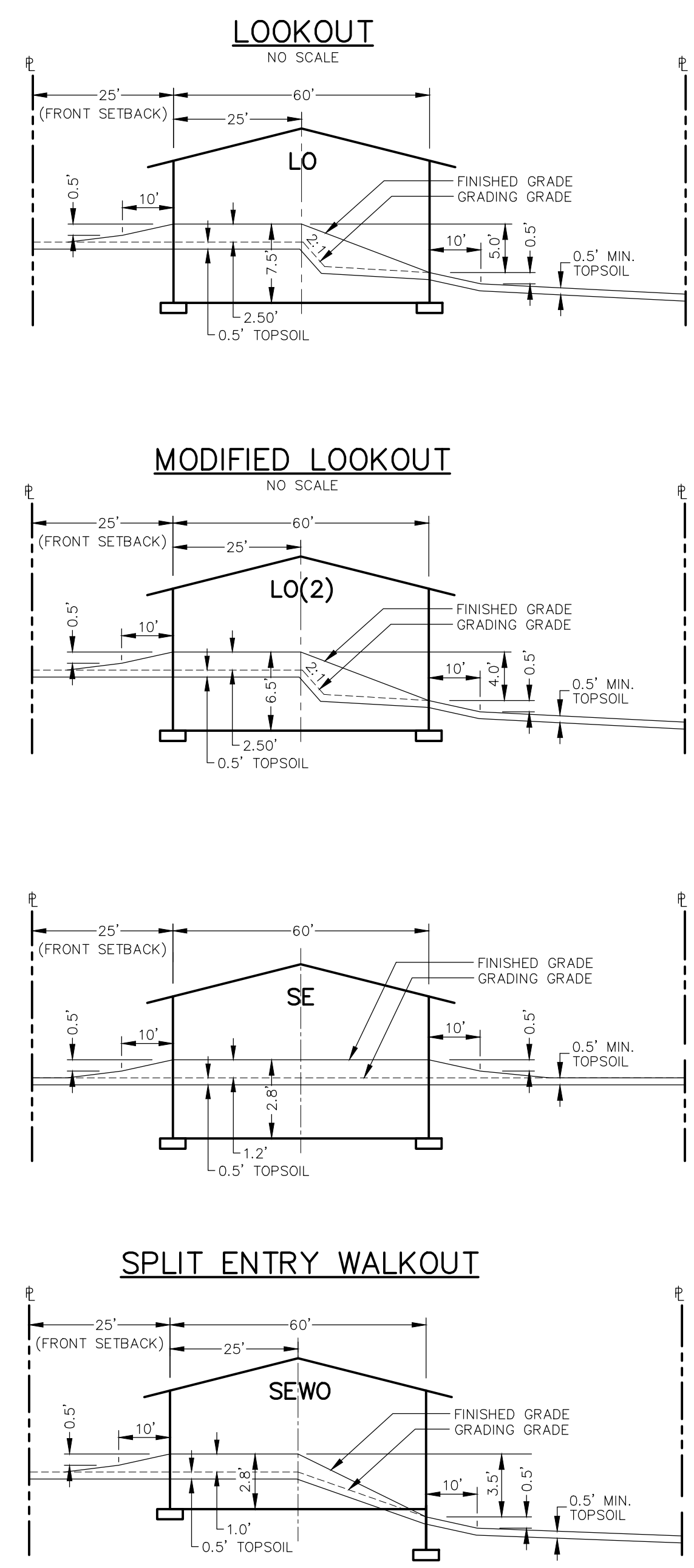
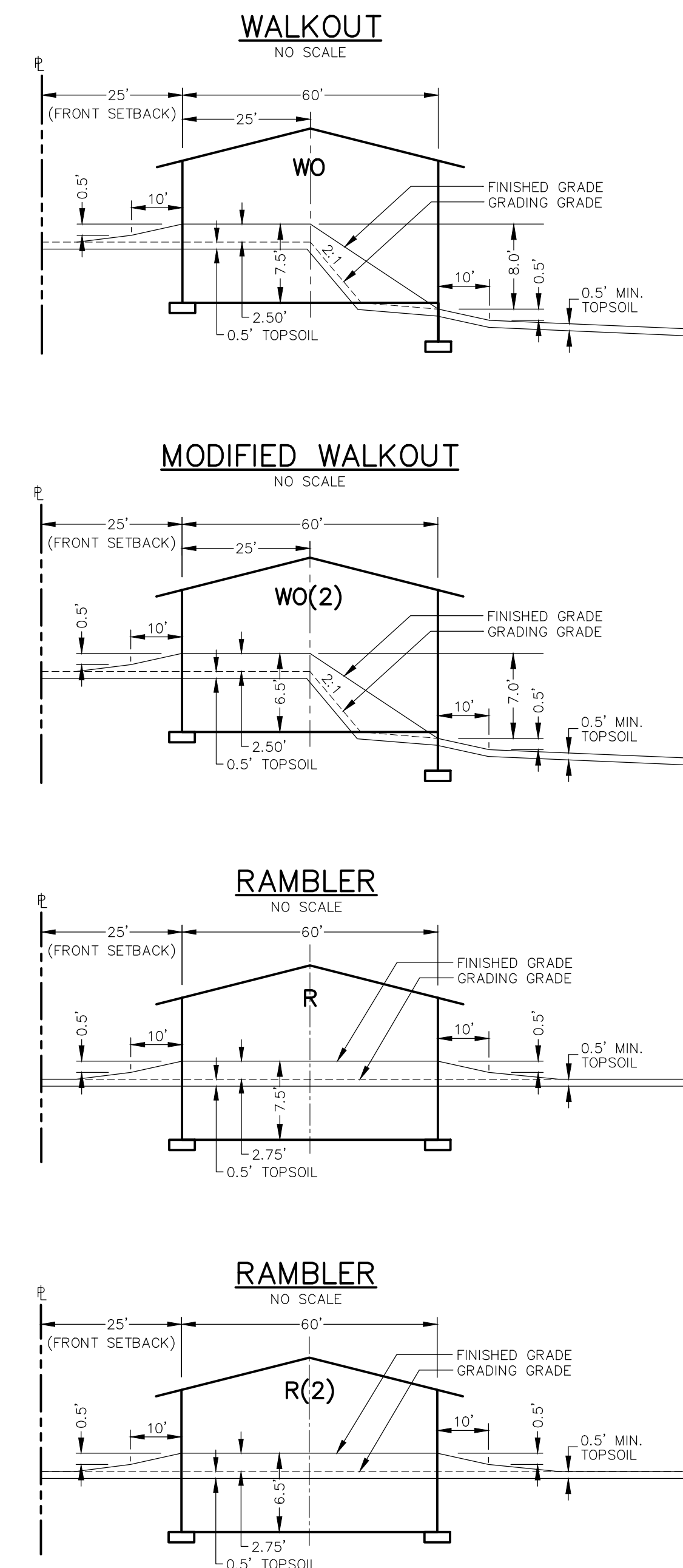
LOT BENCHING DETAIL



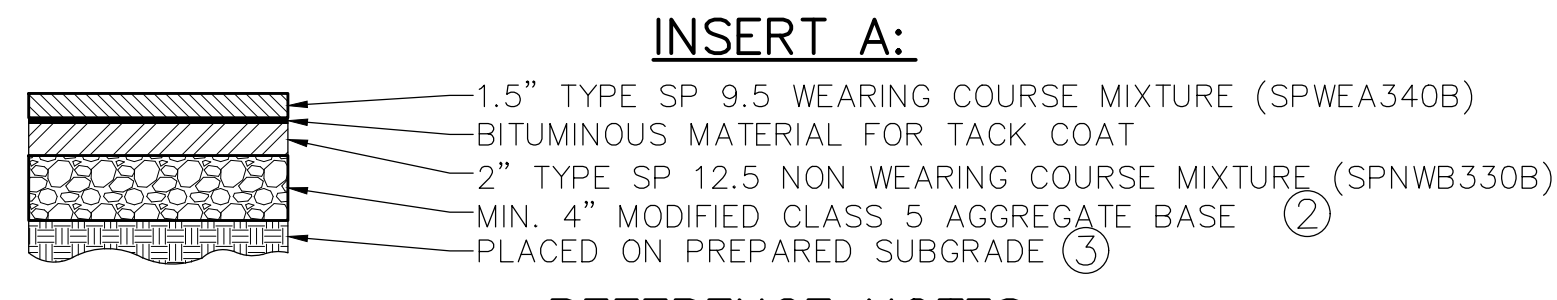
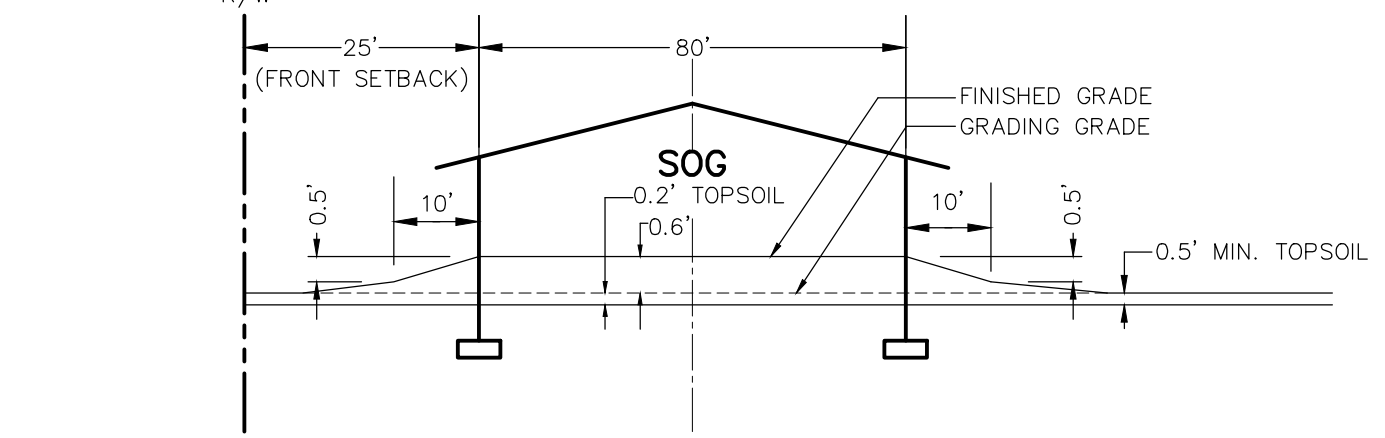
65' LOTS



50' LOTS

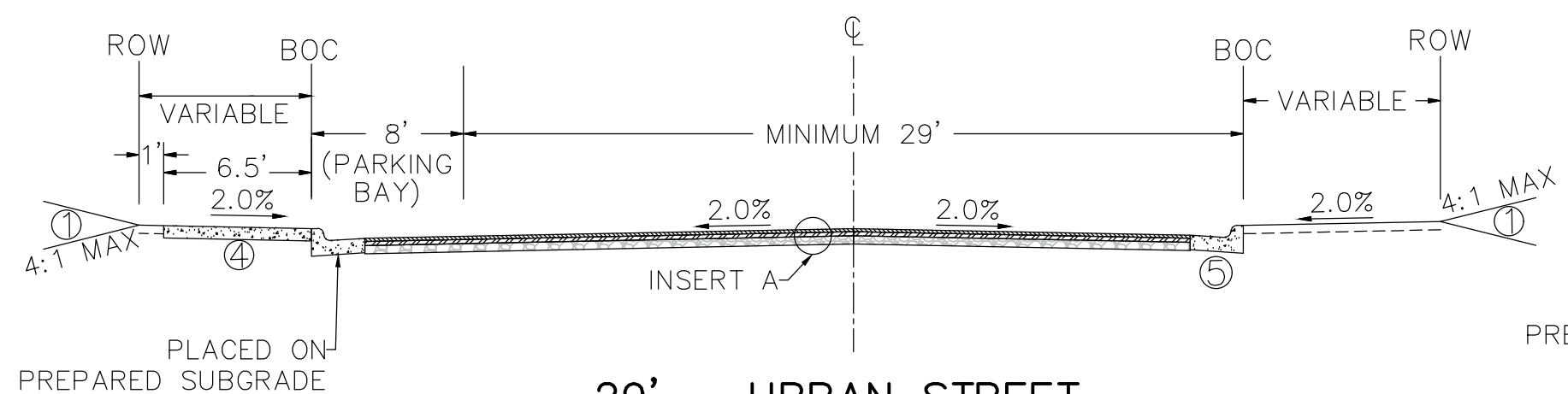


50' VILLAS
SINGLE FAMILY HOLDOWNS
LOTS 1-28, BLK 6; LOTS 1-7, BLK 7;
LOTS 1-5 BLK 8; & LOTS 1-22 BLK 9

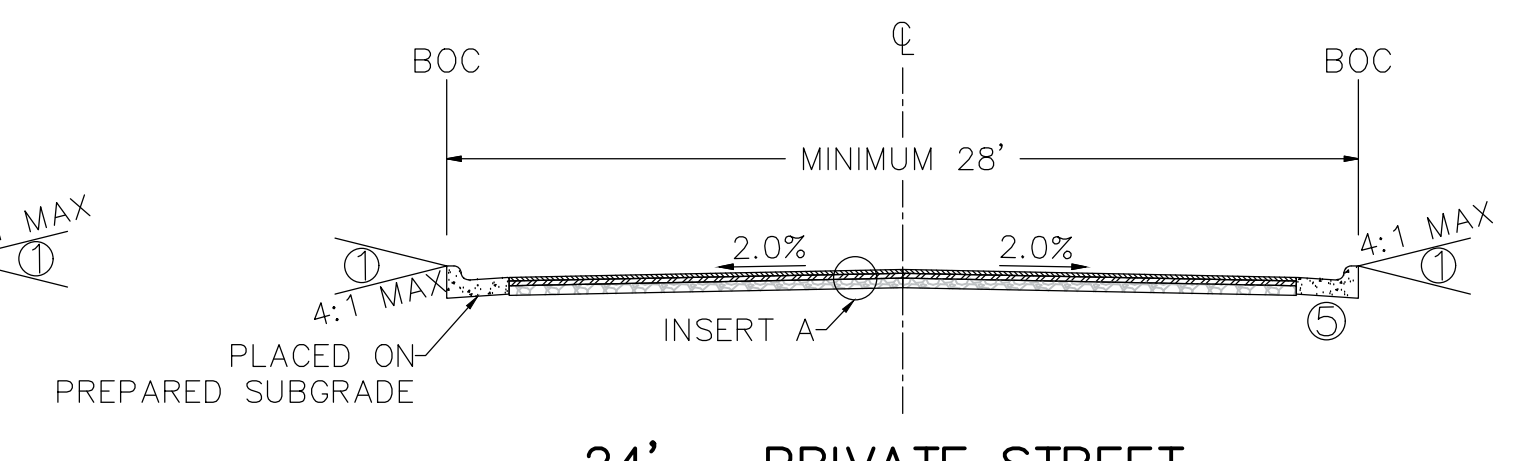


- REFERENCE NOTES:**
- GRADE TO MATCH EXISTING SURFACE MINIMUM 4" COMMON TOPSOIL BORROW IN BOULEVARDS. SEE CITY PLATE No. ERO-6
 - CLASS 5 GRADATION IS MODIFIED PER CITY PLATE No. STR-26
 - CONTRACTOR SHALL SCARIFY AND COMPACT, ACCORDING TO THE SPECIFIED DENSITY METHOD, THE TOP 12 INCHES OF MATERIAL PRIOR TO PLACING ANY FILL MATERIALS OR CLASS 5 AGGREGATE BASE.
 - ALL SIDEWALKS SHALL BE 6" THICK, 6' WIDE, PLACED ON PREPARED SUBGRADE.
 - CONCRETE CURB AND GUTTER PER PLAN. SEE CITY PLATE No. STR-1.

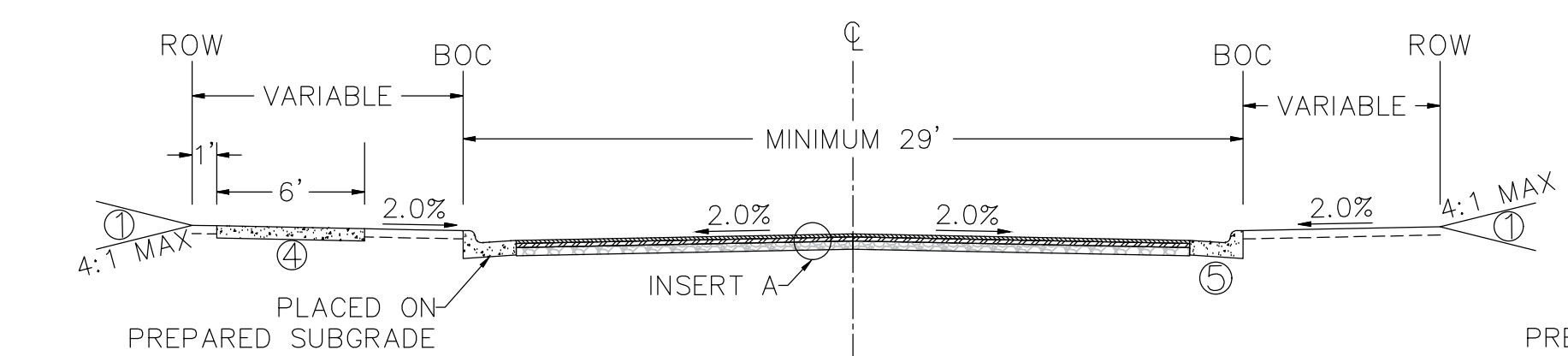
29' - URBAN STREET
W/ PARKING BAY



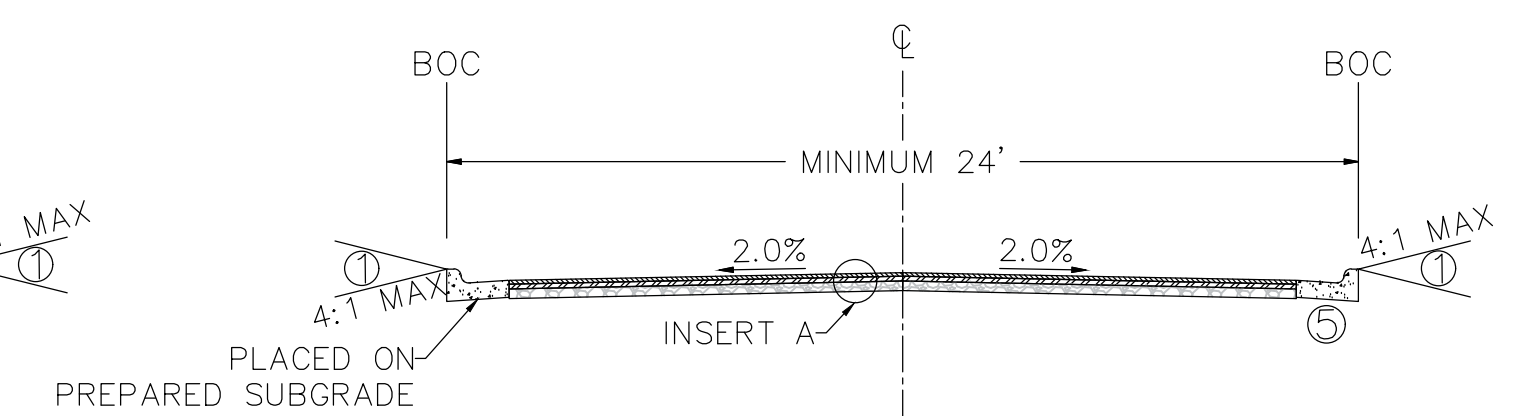
28' - PRIVATE STREET



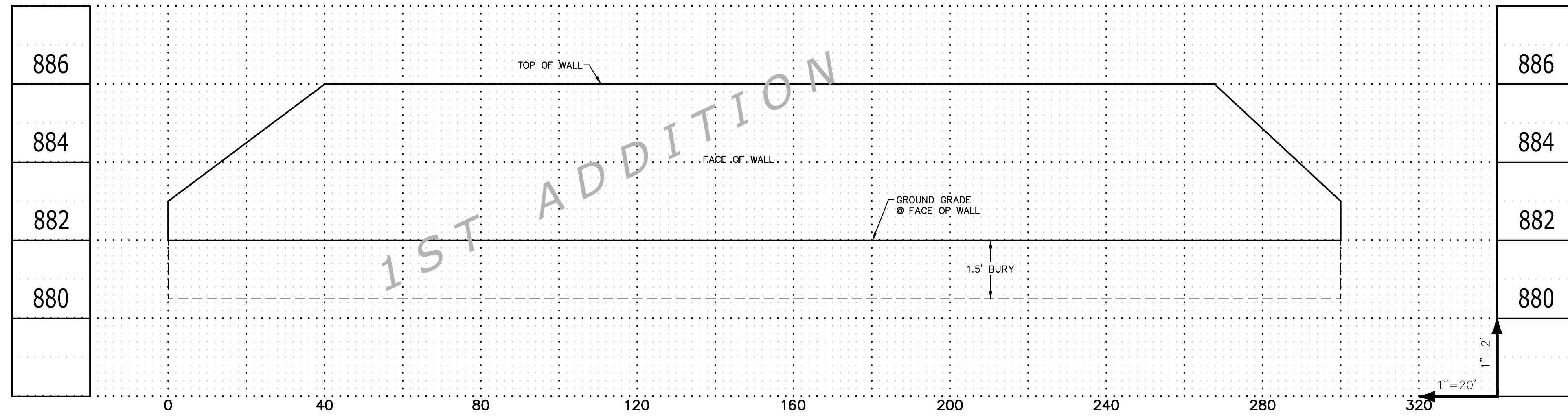
29' - URBAN STREET



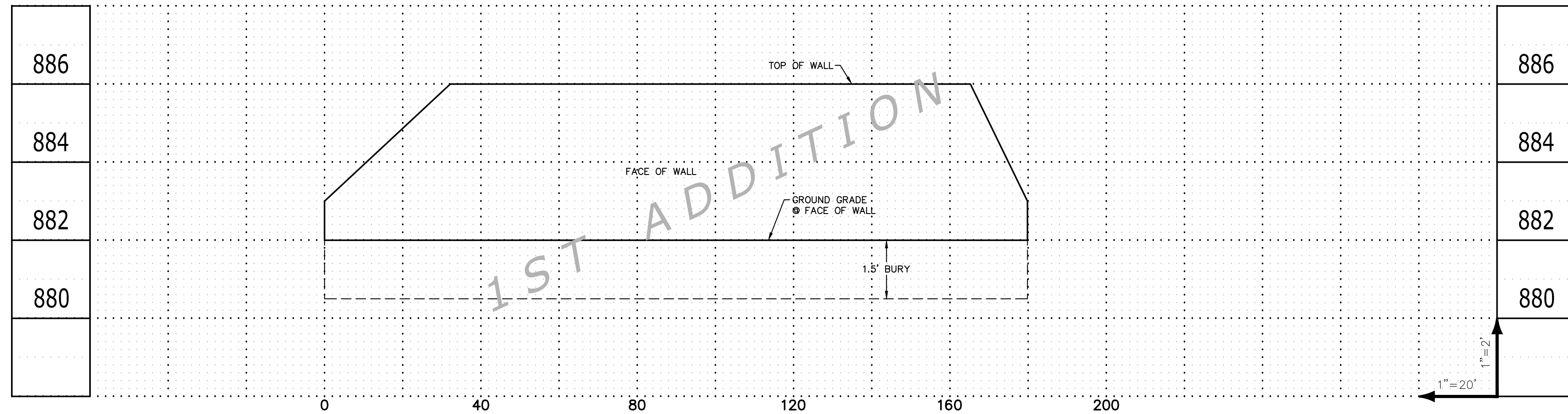
24' - PRIVATE STREET



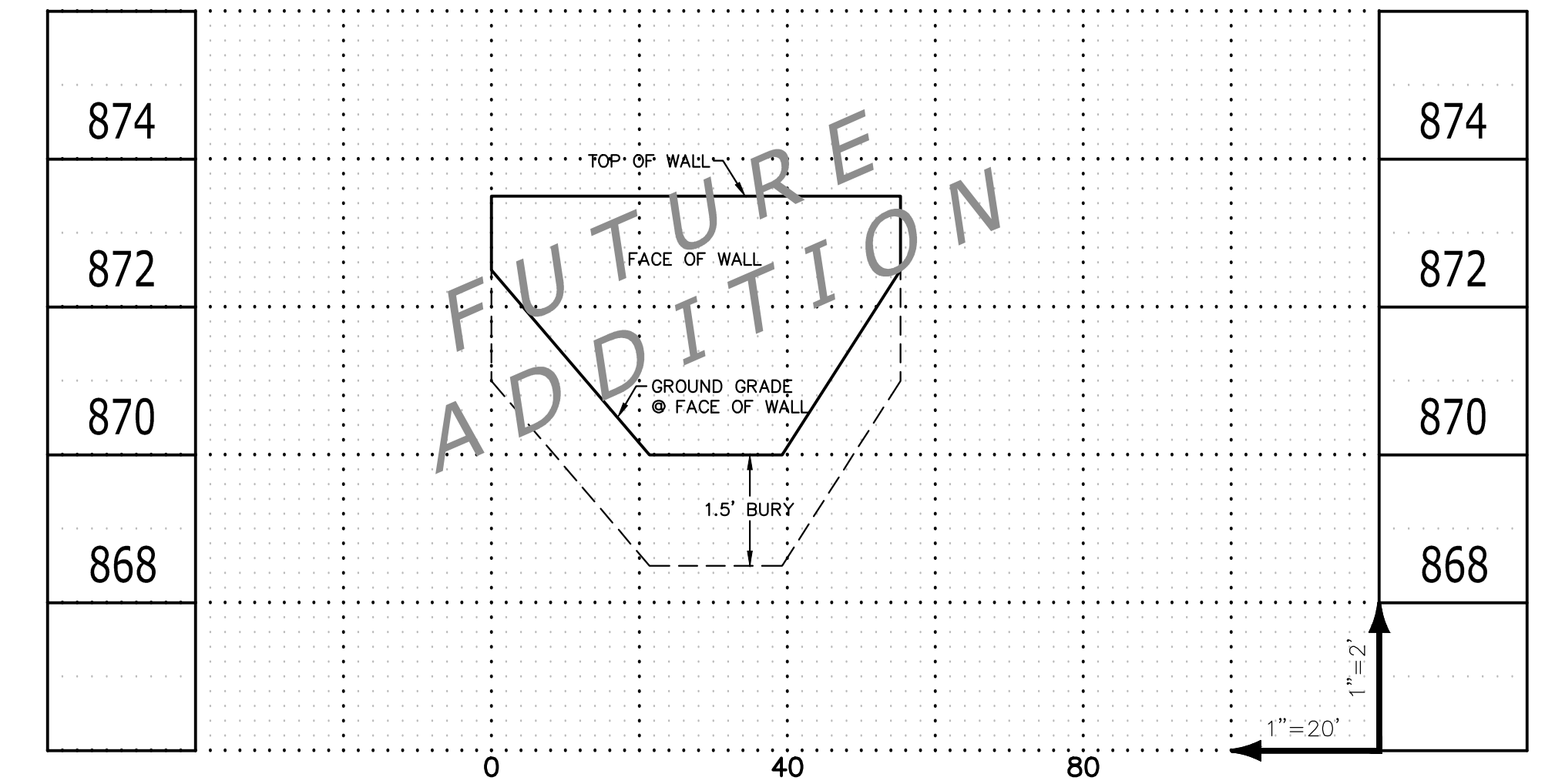
MODULAR RETAINING WALL #1
(1542 SF)



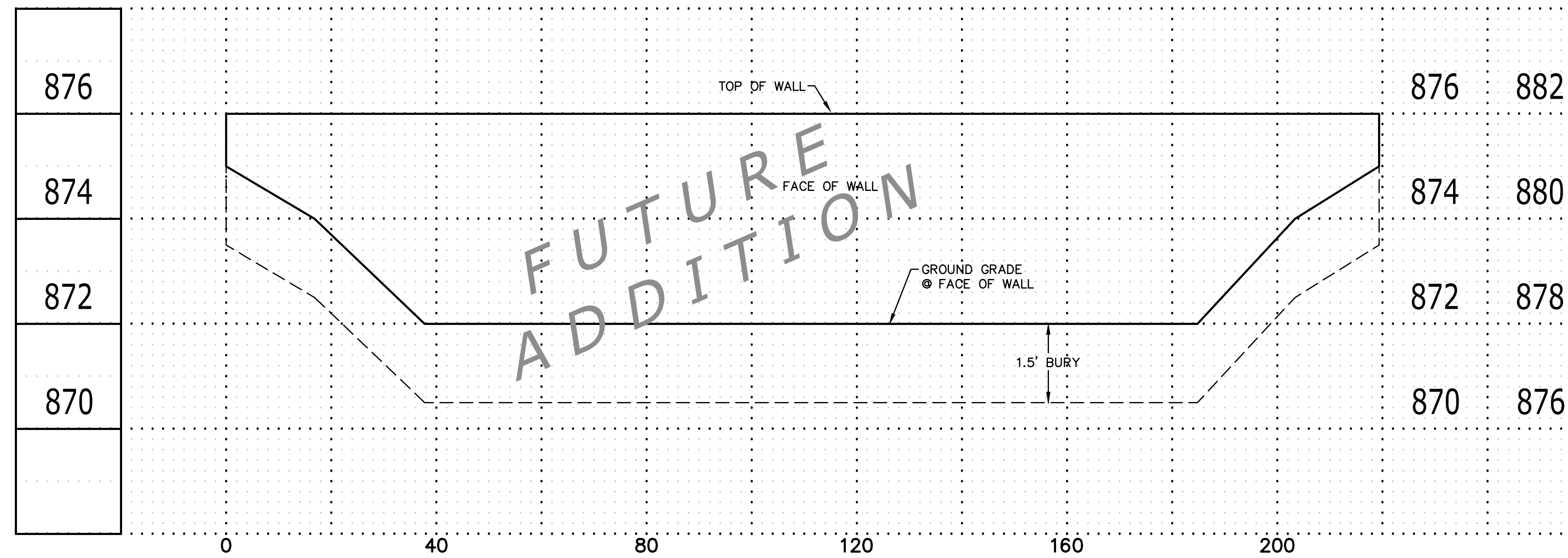
MODULAR RETAINING WALL #2
(919 SF)



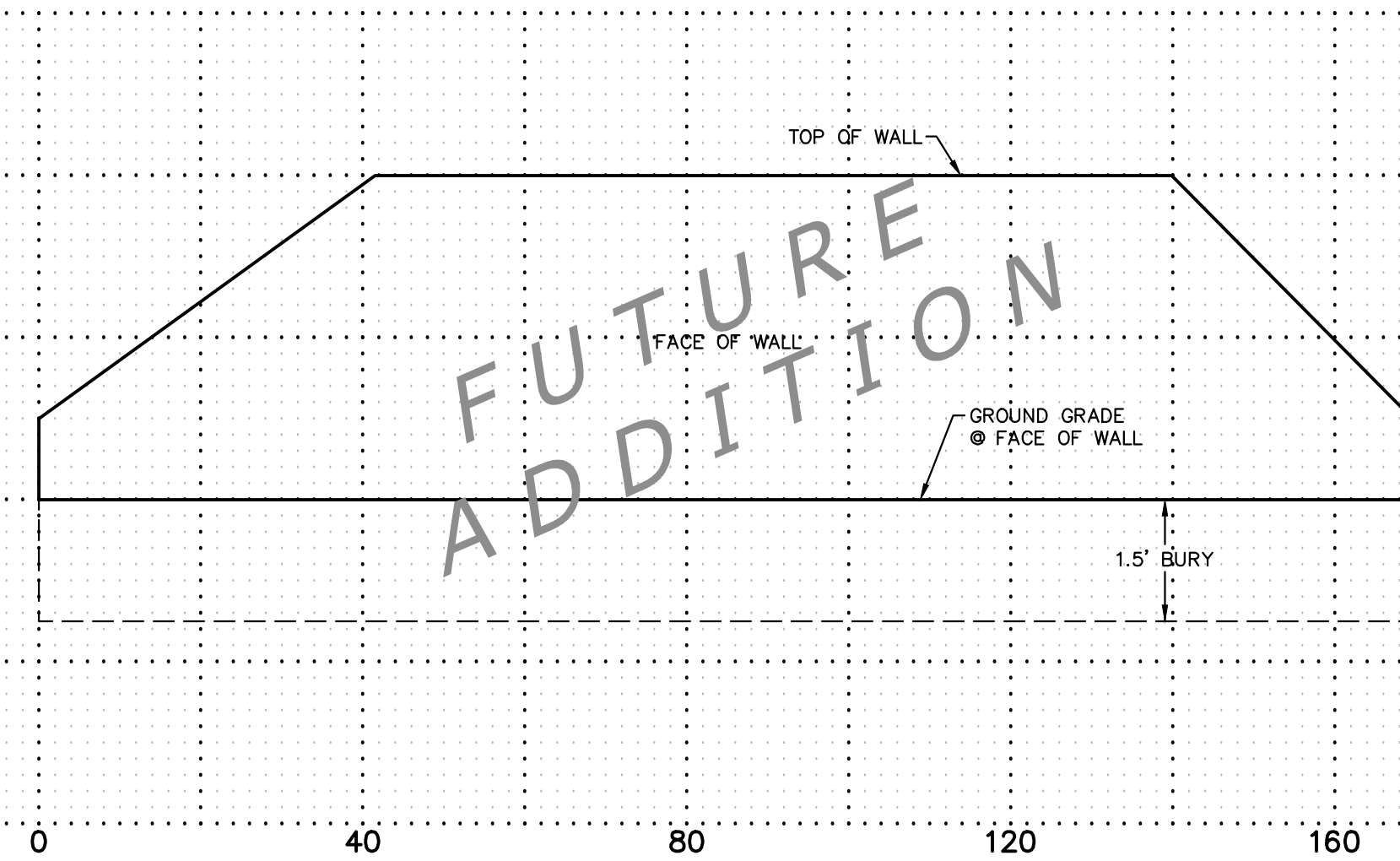
MODULAR RETAINING WALL #3
(235 SF)



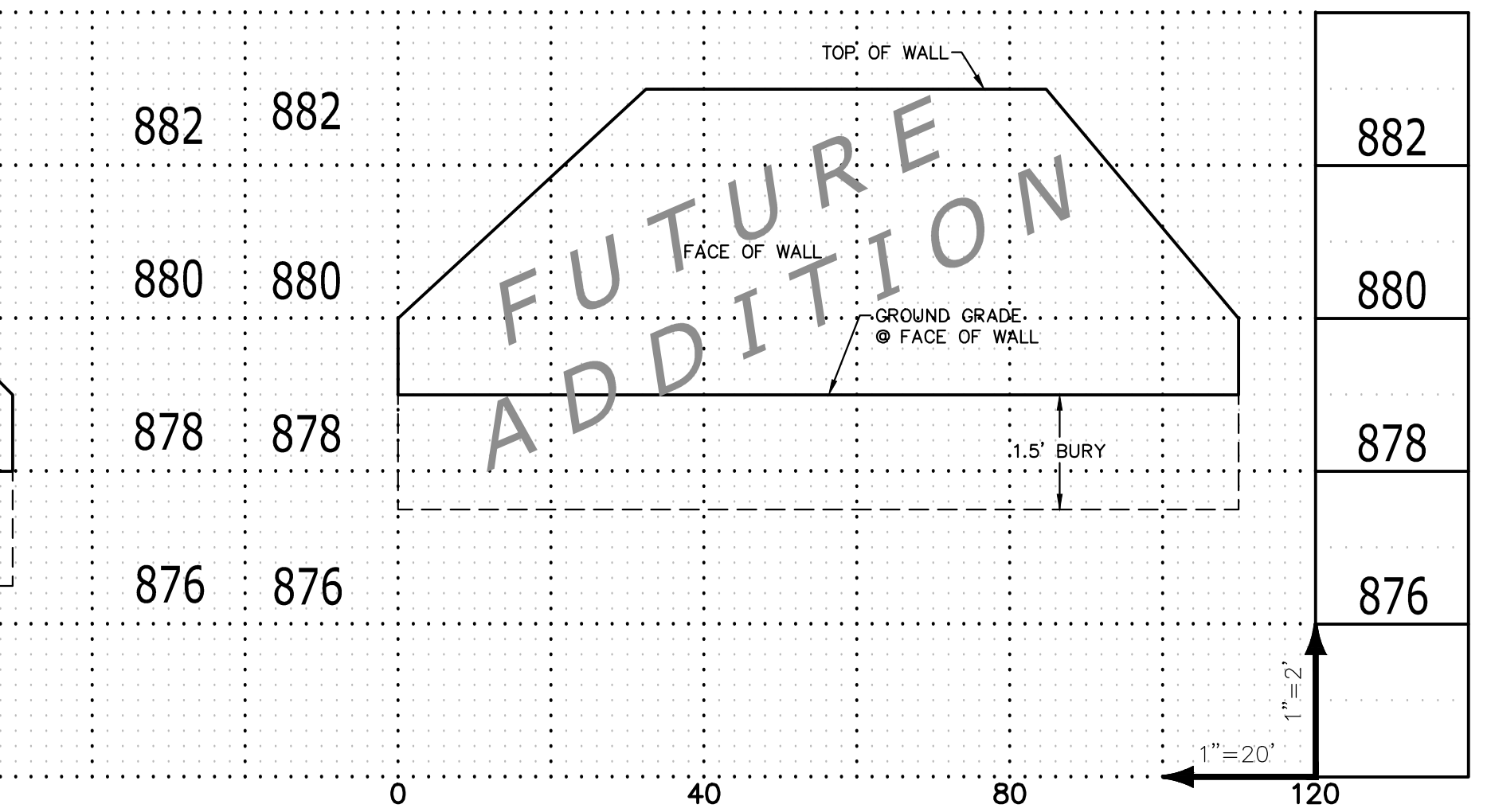
MODULAR RETAINING WALL #4
(1085 SF)



MODULAR RETAINING WALL #5
(830 SF)



MODULAR RETAINING WALL #6
(525 SF)



Grading Lot Number	Addition	Block	Lot	House Type	Garage Floor Elevation	Proposed Lowest Floor Elevation	Lowest opening Elevation	EOF	100 Year	Water Table	Controlling Elevation		Method
											LF	LO	
101	1	3	1	SE	886.9	883.9	886.9	884.5	-	864.7	-	885.5	EOF
102	1	3	2	SE	886.8	883.8	886.8	882.0	-	864.7	-	883.0	EOF
103	1	3	3	SEWO	887.0	884.0	884.0	882.0	-	864.7	-	883.0	EOF
104	1	3	4	SEWO	887.0	884.0	884.0	882.0	-	864.7	-	883.0	EOF
105	1	3	5	SEWO	887.0	884.0	884.0	882.0	-	864.7	-	883.0	EOF
106	1	3	6	SEWO	887.0	884.0	884.0	882.0	-	864.7	-	883.0	EOF
107	1	3	7	SEWO	886.5	883.5	883.5	882.0	-	864.7	-	883.0	EOF
108	1	3	8	SEWO	886.5	883.5	883.5	882.0	-	864.7	-	883.0	EOF
109	1	3	9	SEWO	887.0	884.0	884.0	882.0	-	864.7	-	883.0	EOF
110	1	3	10	SE	883.0	880.0	883.0	882.0	-	864.7	-	883.0	EOF
111	1	3	11	SE	883.5	880.5	883.5	882.0	-	864.7	-	883.0	EOF
112	1	3	12	SE	883.5	880.5	883.5	882.0	-	864.7	-	883.0	EOF
113	1	3	13	SE	883.5	880.5	883.5	882.0	-	864.7	-	883.0	EOF
114	1	3	14	SE	883.5	880.5	883.5	882.0	-	864.7	-	883.0	EOF
115	1	3	15	SE	883.5	880.5	883.5	882.0	-	864.7	-	883.0	EOF
116	1	3	16	SE	883.5	880.5	883.5	881.0	-	864.7	-	882.0	EOF
117	1	3	17	SE	883.0	880.0	883.0	881.0	-	864.7	-	882.0	EOF
118	1	3	18	SE	882.5	879.5	882.5	881.0	-	864.7	-	882.0	EOF
119	1	3	19	SE	882.5	879.5	882.5	881.0	-	864.7	-	882.0	EOF
120	2	5	2	SE	882.0	879.0	882.0	881.0	-	864.7	-	882.0	EOF
121	2	5	1	SE	882.0	879.0	882.0	881.0	-	864.7	-	882.0	EOF
122	3	2	1	SE	882.0	879.0	882.0	881.0	-	864.7	-	882.0	EOF
123	3	2	2	SE	882.0	879.0	882.0	881.0	-	864.7	-	882.0	EOF
124	3	2	3	SE	882.5	879.5	882.5	881.0	-	864.7	-	882.0	EOF
125	3	2	4	SE	882.5	879.5	882.5	881.0	-	864.7	-	882.0	EOF
126	3	2	5	SE	882.5	879.5	882.5	881.0	-	864.7	-	882.0	EOF
127	3	2	6	SOG	883.0	883.0	883.0	881.0	-	864.7	-	882.0	EOF
128	3	2	7	SOG	883.5	883.5	883.5	881.0	-	864.7	-	882.0	EOF
129	3	2	8	SOG	883.5	883.5	883.5	881.0	-	864.7	-	882.0	EOF
130	3	2	9	SOG	884.0	884.0	884.0	881.0	-	864.7	-	882.0	EOF
131	3	2	10	SOG	884.5	884.5	884.5	881.0	-	864.7	-	882.0	EOF
132	3	2	11	SOG	885.5	885.5	885.5	881.0	-	864.7	-	882.0	EOF
133	3	2	12	SOG	886.0	886.0	886.0	881.0	-	864.7	-	882.0	EOF
134	3	2	13	SOG	886.0	886.0	886.0	879.0	-	864.7	-	880.0	EOF
135	3	2	14	SOG	885.5	885.5	885.5	879.0	-	864.7	-	880.0	EOF
136	3	2	15	SOG	885.5	885.5	885.5	879.0	-	864.7	-	880.0	EOF
137	3	2	16	SOG	885.0	885.0	885.0	879.0	-	864.7	-	880.0	EOF
138	3	2	17	SOG	884.5	884.5	884.5	879.0	-	864.7	-	880.0	EOF
139	3	2	18	SOG	884.0	884.0	884.0	879.0	-	864.7	-	880.0	EOF
140	3	2	19	SOG	882.5	882.5	882.5	879.0	-	864.7	-	880.0	EOF
141	3	2	20	SOG	881.0	881.0	881.0	873.0	-	864.7	-	874.0	EOF
142	3	2	21	SOG	879.5	879.5	879.5	873.0	-	864.7	-	874.0	EOF
143	3	2	22	SOG	878.5	878.5	878.5	-	869.2	864.7	871.2	-	100 YR
144	2	1	1	SOG	877.5	877.5	877.5	-	869.2	864.7	871.2	-	100 YR
145	2	1	2	SOG	876.0	876.0	876.0	-	869.2	864.7	871.2	-	100 YR
146	2	1	3	SOG	875.5	875.5	875.5	-	869.2	864.7	871.2	-	100 YR
147	2	1	4	SOG	875.0	875.0	875.0	-	869.2	864.7	871.2	-	100 YR
148	2	1	5	SOG	875.0	875.0	875.0	-	869.2	864.7	871.2	-	100 YR
149	2	2	1	SOG	875.0	875.0	875.0	-	869.2	864.7	871.2	-	100 YR
150	2	2	2	SOG	875.5	875.5	875.5	-	869.2	864.7	871.2	-	100 YR
151	2	2	3	SOG	875.0	875.0	875.0	-	869.2	864.7	871.2	-	100 YR
152	2	2	4	SOG	875.0	875.0	875.0	-	869.2	864.7	871.2	-	100 YR
153	2	2	5	SOG	874.5	874.5	874.5	-	869.2	864.7	871.2	-	100 YR
154	3	1	1	LO	880.0	872.5	875.0	873.5	-	864.7	-	874.5	EOF
155	3	1	2	WO(2)	882.0	875.0	875.0	873.5	-	864.7	-	874.5	EOF
156	3	1	3	WO	882.5	875.0	875.0	874.0	-	864.7	-	875.0	EOF
157	3	1	4	WO	883.5	876.0	876.0	874.0	-	864.7	-	875.0	EOF
158	3	1	5	WO	884.0	876.5	876.5	874.0	-	864.7	-	875.0	EOF
159	3	1	6	WO	884.5	877.0	877.0	875.0	-	864.7	-	876.0	EOF
160	3	1	7	WO	884.5	877.0	877.0	875.0	-	864.7	-	876.0	EOF
161	3	1	8	WO	885.0	877.5	877.5	875.0	-	864.7	-	876.0	EOF
162	3	1	9	WO	885.0	877.5	877.5	875.0	-	864.7	-	876.0	EOF
163	3	1	10	WO	884.5	877.0	877.0	875.0	-	864.7	-	876.0	EOF
164	3	1	11	WO	884.5	877.0	877.0	875.0	-	864.7	-	876.0	EOF
165	3	1	12	WO(2)	884.0	877.5	877.5	875.0	-	864.7	-	876.0	EOF
166	3	1	13	WO(2)	883.5	877.0	877.0	875.0	-	864.7	-	876.0	EOF
167	2	3	13	LO	881.8	874.3	876.8	875.0	-	864.7	-	876.0	EOF
168	2	3	12	LO	882.0	874.5	877.0	875.0	-	864.7	-	876.0	EOF
169	2	3	11	LO	882.0	874.5	877.0	875.0	-	864.7	-	876.0	EOF
170	2	3	10	LO	881.7	874.2	876.7	875.0	-	864.7	-	876.0	EOF
171	2	3	9	LO	881.5	874.0	876.5	875.0	-	864.7	-	876.0	EOF
172	2	3	8	LO	881.0	873.5	876.0	875.0	-	864.7	-	876.0	EOF
173	2	3	7	LO	881.0	873.5	876.0	875.0	-	864.7	-	876.0	EOF
174	2	3	6	LO(2)	880.5	874.0	876.5	875.0	-	864.7	-	876.0	EOF
175	2	3	5	LO(2)	880.5	874.0	876.5	874.0	-	864.7	-	875.0	EOF
176	2	3	4	LO(2)	880.0	873.5	876.0	874.0	-	864.7	-	875.0	EOF
177	2	3	3	LO(2)	879.0	872.5	875.0	874.0	-	864.7	-	875.0	EOF
178	2	3	2	LO(2)	878.5	872.0	874.5	873.5	-	864.7	-	874.5	EOF
179	2	3	1	R	877.0	869.5	877.0	873.5	-	864.7	-	874.5	EOF
180	2	4	1	R	876.5	869.0	876.5	872.5	-	864.7	-	873.5	EOF
181	2	4	2	LO(2)	879.0	872.5	875.0	874.0	-	864.7	-	875.0	EOF

Grading Lot Number	Addition	Block	Lot	House Type	Garage Floor Elevation	Proposed Lowest Floor Elevation	Lowest opening Elevation	EOF	100 Year	Water Table	Controlling Elevation		Method
											LF	LO	
182	2	4	3	LO(2)	879.0	872.5	875.0	874.0	-	864.7	-	875.0	EOF
183	2	4	4	LO	880.0	872.5	875.0	874.0	-	864.7	-	875.0	EOF
184	2	4	5	LO	880.5	873.0	875.5	874.0	-	864.7	-	875.0	EOF
185	2	4	6	LO	881.0	873.5	876.0	875.0	-	864.7	-	876.0	EOF
186	2	4	7	LO	881.0	873.5	876.0	875.0	-	864.7	-	876.0	EOF
187	2	4	8	LO	881.5	874.0	876.5	875.0	-	864.7	-	876.0	EOF
188	2	4	9	LO	882.0	874.5	877.0	875.5	-	864.7	-	876.5	EOF
189	2	4	10	LO	882.0	874.5	877.0	875.5	-	864.7	-	876.5	EOF
190	2	4	11	LO	882.0	874.5	877.0	875.5	-	864.7	-	876.5	EOF
191	2	4	12	LO	882.0	874.5	877.0	875.5	-	864.7	-	876.5	EOF
192	2	4	13	LO	882.0	874.5	877.0	875.5	-	864.7	-	876.5	EOF
193	2	4	14	LO	882.0	874.5	877.0	875.5	-	864.7	-	876.5	EOF
196	1	4	14	SOG	882.0	882.0	882.0	875.5	-	864.7	-	876.5	EOF
197	1	4	13	SOG	882.0	882.0	882.0	875.5	-	864.7	-	876.5	EOF
198	1	4	12	SOG	881.0	881.0	881.0	875.5	-	864.7	-	876.5	EOF
199	1	4	11	SOG	880.0	880.0	880.0	875.5	-	864.7	-	876.5	EOF
200	1	4	10	SOG	879.0	879.0	879.0	875.5	-	864.7	-	876.5	EOF
201	1	4	9	SOG	878.0	878.0	878.0	875.5	-	864.7	-	876.5	EOF
202	1	4	8	SOG	877.5	877.5	877.5	875.0	-	864.7	-	876.0	EOF
203	1	4	7	SOG	877.0	877.0	877.0	875.0	-	864.7	-	876.0	EOF
204	1	4	6	SOG	877.0	877.0	877.0	875.0	-	864.7	-	876.0	EOF
205	1	4	5	SOG	876.5	876.5	876.5	874.0	-	864.7	-	875.0	EOF
206	1	4	4	SOG	876.5	876.5	876.5	874.0	-	864.7	-	875.0	EOF
207	1												

RIVERSTONE 3RD ADDITION

CITY OF RAMSEY
COUNTY OF ANOKA
SECS. 20 & 29, TWP. 32, RGE. 25

KNOW ALL PERSONS BY THESE PRESENTS: That Riverstone Development, LLC, a Minnesota limited liability company, owner of the following described property:

Outlot A, RIVERSTONE 2ND ADDITION, according to the recorded plat thereof, Anoka County, Minnesota

Has caused the same to be surveyed and platted as RIVERSTONE 3RD ADDITION and does hereby dedicate to the public for public use the public way and the drainage and utility easements as shown on this plat.

In witness whereof said Riverstone Development, LLC, a Minnesota limited liability company, has caused these presents to be signed by its proper officer this ____ day of _____, 20__.

RIVERSTONE DEVELOPMENT, LLC

Stephen A. Bona, Vice President

STATE OF _____
COUNTY OF _____

This instrument was acknowledged before me on _____ by Stephen A. Bona, Vice President of Riverstone Development, LLC, a Minnesota limited liability company, on behalf of the company.

(Signed)

(Printed)

Notary Public, _____

My commission expires _____

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

Dated this ____ day of _____, 20__.

Thomas R. Balluff, Licensed Land Surveyor
Minnesota License No. 40361

STATE OF _____
COUNTY OF _____

This instrument was acknowledged before me on _____ by Thomas R. Balluff.

(Signed)

(Printed)

Notary Public, _____

My commission expires _____

CITY COUNCIL, CITY OF RAMSEY, MINNESOTA

This plat of RIVERSTONE 3RD ADDITION was approved and accepted by the City Council of the City of Ramsey, Minnesota at a regular meeting thereof held this ____ day of _____, 20__, and said plat is in compliance with the provisions of Minnesota Statutes, Section 505.03, Subd. 2.

CITY COUNCIL, CITY OF RAMSEY, MINNESOTA

By: _____, Mayor

By: _____, Clerk

COUNTY SURVEYOR

I hereby certify that in accordance with Minnesota Statutes, Section 505.021, Subd. 11, this plat has been reviewed and approved this ____ day of _____, 20__.

By: _____
Charles F. Gitzen
Anoka County Surveyor

COUNTY AUDITOR/TREASURER

Pursuant to Minnesota Statutes, Section 505.021, Subd. 9, taxes payable in the year 20__ on the land hereinbefore described have been paid. Also, pursuant to Minnesota Statutes, Section 272.12, there are no delinquent taxes and transfer entered this ____ day of _____, 20__.

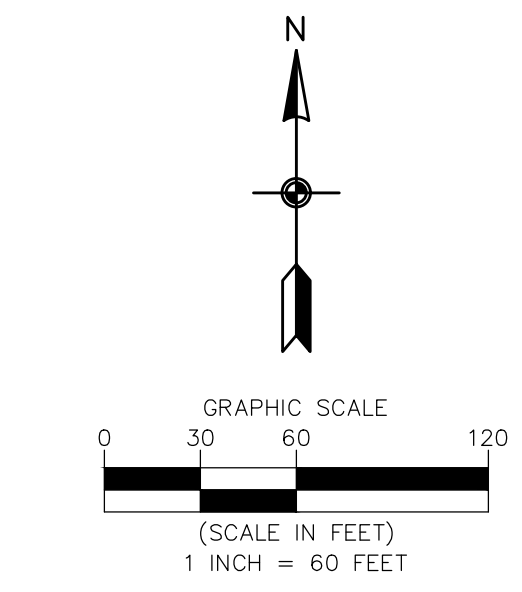
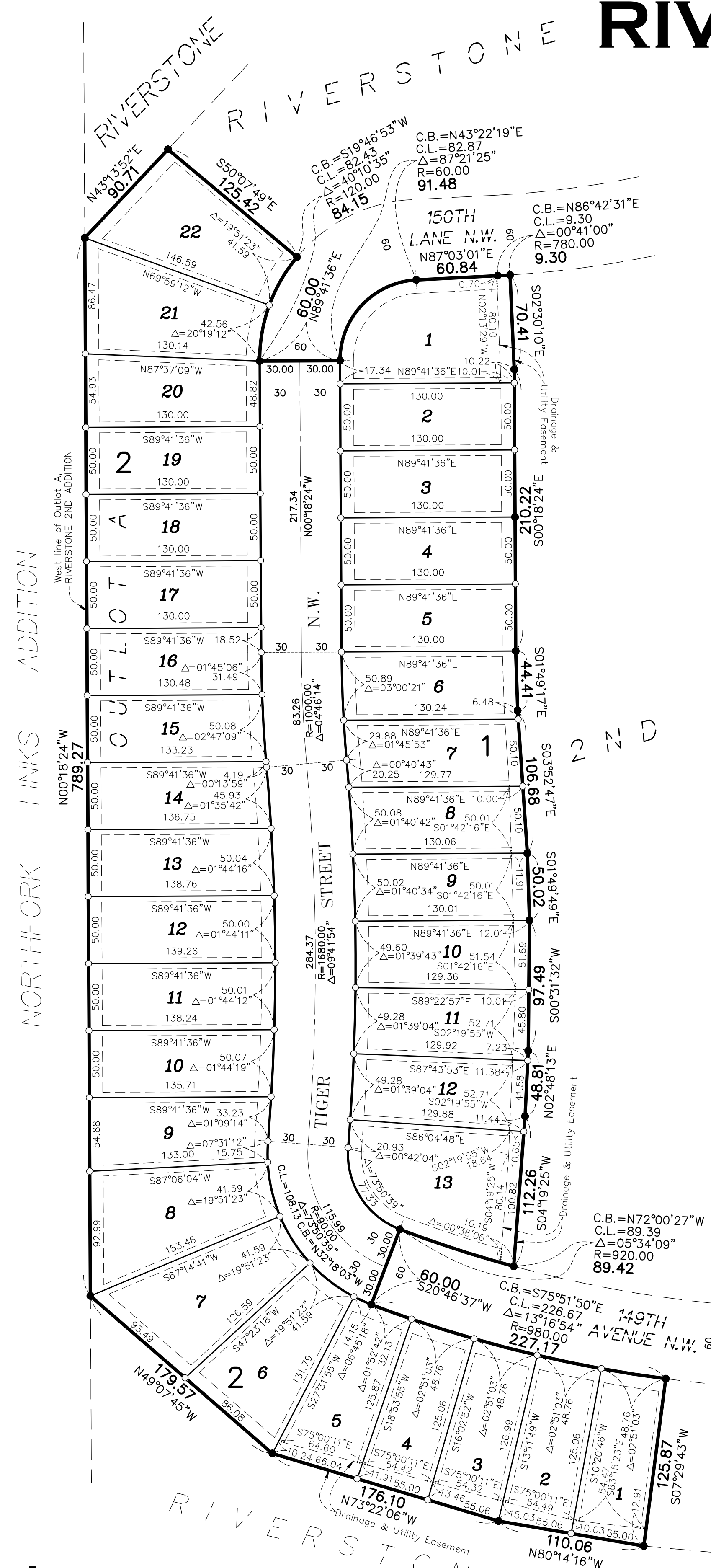
Property Tax Administrator
By _____, Deputy

COUNTY RECORDER/REGISTRAR OF TITLES

County of Anoka, State of Minnesota

I hereby certify that this plat of RIVERSTONE 3RD ADDITION was filed in the office of the County Recorder/Registrar of Titles for public record on this ____ day of _____, 20__, at ____ o'clock ____M. and was duly recorded as Document Number _____

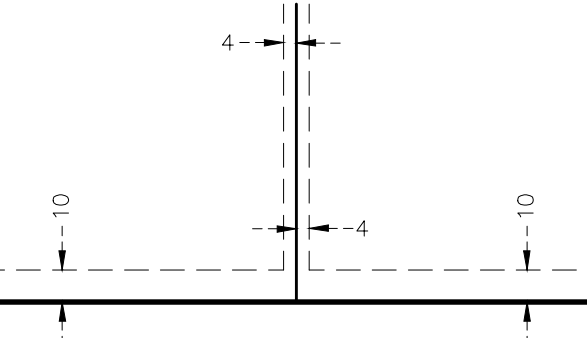
County Recorder/Registrar of Titles
By _____, Deputy



For the purposes of this plat, the West line of Outlot A, RIVERSTONE 2ND ADDITION, is assumed to have a bearing of North 00 degrees 18 minutes 24 seconds West.

- Denotes 5/8 inch by 14 inch Rebar, set or to be set within one year of recording of this plat and marked with license number 40361
- Denotes Found 5/8 inch by 14 inch Rebar, marked with license number 40361

DRAINAGE AND UTILITY EASEMENTS ARE SHOWN THUS:



Changemarks Report

Project Name: 19-103 Riverstone 3rd Addition

Workflow Started: 02/15/2019 11:17 AM




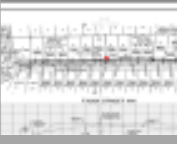


Report Generated: 05/23/2019 12:50 PM

Cycle	Complete?	Status	Department	Snapshot	File	Markup Name	Changemark Subject	Changemark Details	Markup Date	Updated By	Applicant Response
3	False	Unresolved	Engineering Tech - Plan Review		Riverstone 3rd_3A_San-WM.pdf	JJF	Watermain Valve Location	The northernly 8" WM valve was not installed. The northernly temp hydrant has a 6" reducer and 6" valve. Place 8" WM valve at this connection to watermain location.	05/03/2019 8:06 AM	Joe Feriancek	
3	False	Unresolved	Engineering Tech - Plan Review		Riverstone 3rd_5A_Street.pdf	JJF	Sidewalk width	Typical sidewalk width 6'	05/03/2019 8:05 AM	Joe Feriancek	
3	False	Unresolved	Engineering Tech - Plan Review		Riverstone 3rd_5A_Street.pdf	JJF	10' Bit Trail	Typical is not showing bit trail.	05/03/2019 8:05 AM	Joe Feriancek	
3	False	Unresolved	Engineering Tech - Plan Review		Riverstone 3rd_5A_Street.pdf	JJF	Existing Trail Alignment	Trail alignment along 150th Lane does not match existing conditions. The trail was brought to intersection with essentially uniform boulevard width - versus with a radius as shown. Existing trail/curb/pavement needs to be shot so we are matching in correctly.	05/03/2019 8:05 AM	Joe Feriancek	
2	False	Unresolved	Engineering Tech - Plan Review		Riverstone 3rd_5_Street.pdf	JJF	Revise Note 1	No longer need to meet ERO-6, calling out MnDOT Common Topsoil Borrow. Just need black dirt with no more than 35% sand content.	04/19/2019 3:14 PM	Joe Feriancek	Detail note updated.

Changemarks Report

2	False	Unresolved	Engineering Tech - Plan Review		Riverstone 3rd_6_DTL.pdf	JJF	Remove Details	Please remove the details from the plans, not just cross off.	04/19/2019 3:08 PM	Joe Feriancek	Plan updated.
2	False	Unresolved	Engineering Tech - Plan Review		Riverstone 3rd_3_San-WM.pdf	JJF	Watermain Valves	Leave 8" valve at mid block. Add valves at the connect to existing watermain locations, for a total of 3 - 8" valves on this project.	04/19/2019 3:01 PM	Joe Feriancek	GV moved to southern connection. As discussed, GV at the north connection would be in the gutter.
2	False	Unresolved	Community Development Director		Riverstone 3rd_1_Cover.pdf	Tim Gladhill	Engineer's Estimate	Please provide Engineer's Estimate.	04/11/2019 1:20 PM	Tim Gladhill	This will be provided by the developer when made available.
2	False	Unresolved	Community Development Director		Final Plat Sheet.pdf	Tim Gladhill	Titlework	Please provide proof of marketable title.	04/11/2019 1:19 PM	Tim Gladhill	This will be provided by the developer when made available.
1	False	Unresolved	City Planner		Final Plat Sheet.pdf	EM 3.12.19	Changemark #01	Provide lot width at front yard setback for all lots.	03/12/2019 1:32 PM	Eric Maass	This information cannot be shown on Final Plats. If needed a separate exhibit could be prepared. Please advise.
1	False	Unresolved	Engineering Tech - Plan Review		Riverstone_GR_1.pdf	JJF	Proposed Work	Only need the grading for the proposed work.	03/08/2019 3:45 PM	Joe Feriancek	As discussed, moving forward we will only submit the sheets pertinent to the addition of work. Unless overall revisions dictate the need to update the planset entirely.
1	False	Unresolved	Engineering Tech - Plan Review		Riverstone 3rd_5_Street.pdf	JJF	Typical	Sidewalk is on opposite side of street, per stationing direction.	03/08/2019 3:45 PM	Joe Feriancek	Detail updated.
1	False	Unresolved	Engineering Tech - Plan Review		Riverstone 3rd_5_Street.pdf	JJF	Topsoil Requirements	Please be aware the City is currently in the process of changing the topsoil requirements.	03/08/2019 3:45 PM	Joe Feriancek	Comment noted.

Changemarks Report

1	False	Unresolved	Engineering Tech - Plan Review		Riverstone 3rd_6_DTL.pdf	JJF	Extra Details	Please remove details which do not apply to this project.	03/08/2019 3:14 PM	Joe Feriancek	All details are show for consistency moving forward. The unecessary details for Riverstone 3rd Addition have been "X"ed out.
1	False	Unresolved	Engineering Tech - Plan Review		Riverstone_GR_1A.pdf	JJF	3rd Addition Text	All of 3rd Addition Text is upside down to the plan sheet, can this be flipped?	03/08/2019 3:00 PM	Joe Feriancek	As discussed, the grading is set up in an Xref for the entire site and rotating the text would create differences with the planset as a whole.
1	False	Unresolved	Engineering Tech - Plan Review		Riverstone 3rd_3_San-WM.pdf	JJF	Combine MH's	Can we combine Manholes 1 & 2. Line coming from MH 3 could be angled slightly to the west, and hit the line coming out of 149th in the corner, just off centerline of the street.	03/08/2019 2:56 PM	Joe Feriancek	The pipe has already been stubbed so the pipe alignment cannot be adjusted to remove a MH. The layout of the MH's was established with the preliminary plan review.
1	False	Unresolved	Engineering Tech - Plan Review		Riverstone 3rd_3_San-WM.pdf	JJF	Watermain Valves	Need to add another watermain valve and adjust location of valve(s). City prefers maximum of 11 lots to be served between valves.	03/08/2019 2:56 PM	Joe Feriancek	Gate valve added. And moved.
1	False	Unresolved	Civil Engineer		Riverstone 3rd_3_San-WM.pdf	LL	Add note	No sleeve is permitted for joining watermain. Allow room to deflect pipe to join pipes at bells or fittings (excluding sleeves).	02/28/2019 2:00 PM	Len Linton	Note added.
1	False	Unresolved	Civil Engineer		Riverstone 3rd_5_Street.pdf	LL	Joint Detail	Add Detail STR-25 to the set and call out offsetting the joints between the bitumionus base and wear courses. This applies to both locations where new pavement joins old pavement.	02/28/2019 1:56 PM	Len Linton	Detail added and note updated to reference detail.

Changemarks Report

1	False	Unresolved	Community Development Director		Riverstone 3rd_1_ Cover.pdf	Tim Gladhill	Final Plat Sheet(s)	Submittal is missing Final Plat Sheet(s).	02/20/2019 2:22 PM	Tim Gladhill	This has since been submitted.
1	False	Unresolved	Police		Riverstone 3rd_1_ Cover.pdf	Frankfurth	Changemark #01	Can 152nd Court on both sides be changed to a version of Quintana? Possibly Quintana Court?	02/20/2019 8:03 AM	Tim Frankfurth	Comment noted. Will update with the future addition.

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

RESOLUTION #19-120

RESOLUTION GRANTING FINAL PLAT APPROVAL AND DEVELOPMENT AGREEMENT FOR RIVERSTONE 3rd ADDITION AND A ONE YEAR EXTENSION FOR RIVERSTONE PRELIMINARY PLAT.

WHEREAS, Riverstone Development LLC, hereafter referred to as “Developer”, properly applied for Final Plat approval of the following described property located in the City of Ramsey:

Outlot A, Riverstone Addition 2nd

(the ‘Subject Property’);

WHEREAS, the City has also received a request to extend by one year the previously approved Preliminary Plat for Riverstone Addition, which includes up to 246 detached single-family homes and 98 attached townhome units (293 total units); and

WHEREAS, the City Council approved the original Preliminary Plat with several contingencies on June 13, 2017; and

WHEREAS, the Developer provided a revised Preliminary Plat that addresses the June 13, 2017 contingencies and widens multiple lots for a net reduction of total lots by two (2); and

WHEREAS, the City Council approved the revised Preliminary Plat on June 26, 2018; and

WHEREAS, on February 19, 2019 the Developer applied for Final Plat approval for the 3rd addition of the Riverstone Development; and

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

1. That the Ramsey City Council hereby grants Final Plat approval for Riverstone 3rd Addition.
2. The Riverstone Preliminary Plat was previously approved by the City Council on June 26, 2018 and would expire on June 26, 2019. The previously approved Riverstone Preliminary Plat is extend by one calendar year from its previous expiration date of June 26, 2019 to June 26, 2020.
3. That the Ramsey City Council hereby approves the Development Agreement between the Developer and the City for Riverstone 3rd Addition.

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 28th day of May, 2019.

Mayor

ATTEST:

City Clerk

Meeting Date: 05/28/2019

By: Chloe McGuire Brigl, Community
Development

Information

Title

~~Adopt Resolution #19-121 Approving Code Enforcement Action Plan for 17646 St Francis Blvd NW.~~ This item was removed from the Consent Agenda to be considered as Item 7.01

Purpose/Background:

The purpose of this case is to confirm the process for Code Enforcement actions at 17646 St Francis Blvd (the "Subject Property"). The City has attempted to work with the property owners and has been threatened with litigation from the Property Owner and the Property Owner has stated that they will not remove the hoop buildings (violation) onsite without being taken to court.

It should be noted that the Owner has complied with many of the original violations. Staff acknowledges the site as viewed from the public road looks considerably improved. However, some of the issues are stored in less visible areas and in unapproved structures. Staff took an extra step in having the City Attorney send correspondence on this topic.

Notification:

N/A

Observations/Alternatives:

Alleged Violations Onsite

1. Siding home without a permit [corrected]
2. Exterior completion/building maintenance [garage door falling off, siding completion - corrected]
3. Erection of hoop buildings (2) in rear yard [not an allowed building type]
4. Junk vehicles
5. Nuisance violations - items stored in woods in piles, accumulation of unused materials, construction debris, etc.
6. Off-street parking violations [personal automobiles can't be parked on grass]

Summary of Previous Actions

The City inspected the property on:

1. July 2, 2018
2. July 24, 2018
3. August 8, 2018
4. August 9, 2018 – This was a scheduled inspection with property owner and Police Officer onsite, was unable to go onto property to complete a full inspection because the property owner wanted Staff and Police Officer to sign waivers
5. September 6, 2018 – Property began to show signs of cleanup; City Staff were allowed onsite but not allowed to take photos; Staff noted the hoop buildings that were recently erected in the rear yard

The City sent formal notices via US Mail on:

1. July 10, 2018 with a citation for off-street parking, nuisance violations (e.g. toilet in front yard, junk vehicles

- in rear yard, construction debris, and unused materials), as well as siding being replaced without a permit
- 2. August 13, 2018 – notified property owner that the City would seek an administrative citation if not allowed a full inspection of the property
- 3. September 20, 2018 – specifically addressing hoop buildings

The City received letters from the property owner on September 26, 2018 and October 22, 2018. The City corresponded with the applicant via email and has saved copies of said emails.

The City has documented code enforcement cases spanning 11 years on the Subject Property.

Process

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 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.
- 2. 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.
- 3. 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. Staff recommends this violation comes from
- 4. 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.
- 5. 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.
- 6. 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.
- 7. Upon receipt of a declaratory action from District Court, the City will proceed with City Attorney direction moving the case into Civil Prosecution and/or abatement.

Funding Source:

Staff handles Code Enforcement as part of regular duties.

Recommendation:

Staff rRecommends Adoption of Resolution 19-121 Approving Code Enforcement Action Plan for 17646 St Francis Blvd NW

Action:

Motion to Adopt Resolution 19-121 Approving Code Enforcement Action Plan for 17646 St Francis Blvd NW

Attachments

Resolution #19-121

Form Review

Inbox	Reviewed By	Date
Tim Gladhill	Tim Gladhill	05/23/2019 01:42 PM
Kurt Ulrich	Kurt Ulrich	05/23/2019 01:57 PM
Form Started By: Chloe McGuire Brigl		Started On: 05/16/2019 09:23 AM
Final Approval Date: 05/23/2019		

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

RESOLUTION #19-121

A RESOLUTION APPROVING CODE ENFORCEMENT ACTION PLAN FOR 17646 ST FRANCIS BOULEVARD NW IN THE CITY OF RAMSEY, MINNESOTA

WHEREAS, the property owner Angelia Lattery (the “Property Owner”) has an open code enforcement case on the property generally known as 17646 St Francis Blvd NW and legally described as follows:

Lot 2, Block 1, Green Valley Estates

(“Subject Property”); and

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

WHEREAS, the Subject Property is approximately 2.5 acres in size; and

WHEREAS, there are documented City Code violations dating back to at least 2009, with notices of violation regarding multiple issues, including the outdoor storage of junk and inoperable vehicles, outdoor storage of debris, work without a permit, uncompleted exterior of a building, nuisance violations, and a possible home occupation; and

WHEREAS, the City has had open code enforcement cases in 2009, 2010, 2012, 2016, 2018, and has continued into 2019; and

WHEREAS, the City has most recently opened a case on the subject property for the unfinished completion of the building (siding), the storage of junk, debris, and inoperable vehicles, off-street parking violations, nuisance complaints, and the erection of an unpermitted accessory building (hoop building); and

WHEREAS, in 2018, the City attempted to work with the property owner and was not allowed a full inspection of the Subject Property, though has documented each issue from the public right-of-way and areas they were allowed on the property; and

WHEREAS, the Property Owner has threatened lawsuit against the City for harassment; for sending code enforcement letters; and

WHEREAS, most recently, the City sent a formal notice of violation on September 20, 2018 for the hoop building on the Subject Property; and

WHEREAS, due to extreme weather conditions over the winter months, City Staff halted code enforcement actions on the Subject Property; and

WHEREAS, City Staff has a record of notices and emails to the Property Owner regarding the violations onsite; and

WHEREAS, Staff has also reviewed historical aerial photos of the Subject Property and Anoka County Pictometry imagery; and

WHEREAS, an administrative search warrant is necessary to completely and accurately document all current City Code violations on the Subject Property; and

WHEREAS, upon receipt of an administrative search warrant, City Staff will complete an inspection of the Subject Property, document all existing City Code violations, and initiate the City Council approved process for code enforcement; and

FINDINGS OF FACT

1. The Property Owner has threatened litigation against City Staff and the City for harassment for sending code enforcement letters and responding via email.
2. The City inspected the property on:
 - a. July 2, 2018
 - b. July 24, 2018
 - c. August 8, 2018
 - d. August 9, 2018 – This was a scheduled inspection with property owner and Police Officer onsite, was unable to go onto property to complete a full inspection because the property owner wanted Staff and Police Officer to sign waivers
 - e. September 6, 2018 – Property began to show signs of cleanup; City Staff were allowed onsite but not allowed to take photos; Staff noted the hoop buildings that were recently erected in the rear yard
3. The City sent formal notices via US Mail on:
 - a. July 10, 2018 with a citation for off-street parking, nuisance violations (e.g. toilet in front yard, junk vehicles in rear yard, construction debris, and unused materials), as well as siding being replaced without a permit
 - b. August 13, 2018 – notified property owner that the City would seek an administrative citation if not allowed a full inspection of the property
 - c. September 20, 2018 – specifically addressing hoop buildings
4. The City received letters from the property owner on:
 - a. September 26, 2018
 - b. October 22, 2018
5. The City corresponded with the applicant via email and has saved copies of said emails.

6. The Property Owner has stated they will not remove the hoop building(s) onsite without being taken to court.
7. The Subject Property has had years of Code Enforcement cases and actions, and City Staff believes this is the only way to gain compliance.

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 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.
- 2) 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.
- 3) 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.
- 4) 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.
- 5) 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.
- 6) 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.
- 7) Upon receipt of a declaratory action from District Court, the City will proceed with City Attorney direction moving the case into Civil Prosecution and/or abatement.

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 28th day of May, 2019.

Meeting Date: 05/28/2019

By: Diana Lund, Finance

Information

Title

Adopt Resolution #19-127 Approving Premise Permit for Anoka Ramsey Athletic Association for Lawful Gambling at The Kitchen Table

Purpose/Background:

Staff recently received the attached application for a premise permit for the Anoka Ramsey Athletic Association. Their organization is asking for a premise permit for lawful gambling (pull tabs, tip boards, bar bingo and paddlewheel) at The Kitchen Table. If the City Council is not opposed to this application, they have requested a waiver of the 60-day notice provision.

Anoka Ramsey Athletic Association is located in Ramsey which meets the City's Lawful Gambling Ordinance that states that the physical site for the Organization's place of doing business shall be located within the corporate limits of either the City of Ramsey or the City of Anoka and the Organization's place of doing business had been located in either the City of Ramsey or City of Anoka for at least two years immediately preceding the Premise Permit application.

The Anoka Ramsey Athletic Association currently holds a premise permit at the Links at North Fork, Aurelio's Pizza and McDuff's Eatery and Pub.

Currently, there no other organization holding a premise permit within The Kitchen Table. The City's gambling ordinance allows for a maximum number of gambling devices at any one location in the City to a limit of two of any one type of device.

The Anoka Ramsey Athletic Association will be required to submit a monthly contribution to the City equal to 5% of their net profits that is deposited into the City's Lawful Gambling Fund.

Notification:

A copy of the Premise Permit Application and Lease for Lawful Gambling Activity that will be sent to the Gambling Control Board, if approved, is attached.

Observations/Alternatives:

A background check of the Anoka Ramsey Athletic Association's Gambling Manager, Mr. Josh Jungling, was performed by Chief Katers at the time the premise permit was issued for the Links at Northfork in April 2018. Chief Katers reported no findings.

Recommendation:

Staff recommends approval of the premise permit for the Anoka Ramsey Athletic Association at The Kitchen Table.

Action:

Motion to recommend Council adopt Resolution #19-127 Approving the Anoka Ramsey Athletic Association for a Premise Permit for Lawful Gambling at The Kitchen Table.

Attachments

Reso # 19-127

Lease & Premise Permit Application - The Kitchen Table

Form Review

Inbox

Kurt Ulrich

Form Started By: Diana Lund

Final Approval Date: 05/23/2019

Reviewed By

Kurt Ulrich

Date

05/23/2019 01:03 PM

Started On: 05/21/2019 08:09 AM

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #19-127

RESOLUTION APPROVING THE ANOKA RAMSEY ATHLETIC ASSOCIATION APPLICATION FOR A PREMISE PERMIT FOR LAWFUL GAMBLING AT THE KITCHEN TABLE IN RAMSEY

WHEREAS, The Anoka Ramsey Athletic Association has applied for a premise permit for gambling at The Kitchen Table 7533 Sunwood Drive, Ramsey.

WHEREAS, The Anoka Ramsey Athletic Association has requested Council waive the 60-day notice provision; and

WHEREAS, the Gambling Control Board Division of the Department of Gaming requires the City of Ramsey adopt a resolution specifically approving or denying the application.

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

- 1) That the Ramsey City Council hereby approves the premise permit application for the Anoka Ramsey Youth Association to operate lawful gambling at The Kitchen Table, 7533 Sunwood Drive, Ramsey.
- 2) That the Ramsey City Council hereby authorizes the City Administrator or Finance Director to sign the application and any other documents required by the Minnesota Gambling Board.

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

and the following voted against the same:

and the following abstained:

and the following were absent:

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 28th day of May 2019.

Mayor

ATTEST:

City Clerk

LG215 Lease for Lawful Gambling Activity

Lease Term: The term of this agreement will be concurrent with the premises permit issued by the Gambling Control Board (Board).

Management: The owner of the premises or the lessor will not manage the conduct of lawful gambling at the premises. The organization may not conduct any activity on behalf of the lessor on the leased premises.

Participation as Players Prohibited: The lessor will not participate directly or indirectly as a player in any lawful gambling conducted on the premises. The lessor's immediate family and any agents or gambling employees of the lessor will not participate as players in the conduct of lawful gambling on the premises, except as authorized by Minnesota Statutes, Section 349.181.

Illegal Gambling: The lessor is aware of the prohibition against illegal gambling in Minnesota Statutes 609.75, and the penalties for illegal gambling violations in Minnesota Rules 7865.0220, Subpart 3. In addition, the Board may authorize the organization to withhold rent for a period of up to 90 days if the Board determines that illegal gambling occurred on the premises or that the lessor or its employees participated in the illegal gambling or knew of the gambling and did not take prompt action to stop the gambling. Continued tenancy of the organization is authorized without payment of rent during the time period determined by the Board for violations of this provision, as authorized by Minnesota Statutes, Section 349.18, Subd. 1(a).

To the best of the lessor's knowledge, the lessor affirms that any and all games or devices located on the premises are not being used, and are not capable of being used, in a manner that violates the prohibitions against illegal gambling in Minnesota Statutes, Section 609.75.

Notwithstanding Minnesota Rules 7865.0220, Subpart 3, an organization must continue making rent payments under the terms of this lease, if the organization or its agents are found to be solely responsible for any illegal gambling, conducted at this site, that is prohibited by Minnesota Rules 7861.0260, Subpart 1, item H, or Minnesota Statutes, Section 609.75, unless the organization's agents responsible for the illegal gambling activity are also agents or employees of the lessor.

The lessor must not modify or terminate the lease in whole or in part because the organization reported, to a state or local law enforcement authority or to the Board, the conduct of illegal gambling activity at this site in which the organization did not participate.

Other Prohibitions: The lessor will not impose restrictions on the organization with respect to providers (distributor or linked bingo game provider) of gambling-related equipment and services or in the use of net profits for lawful purposes.

The lessor, the lessor's immediate family, any person residing in the same residence as the lessor, and any agents or employees of the lessor will not require the organization to perform any action that would violate statute or rule. The lessor must not modify or terminate this lease in whole or in part due to the lessor's violation of this provision. If there is a dispute as to whether a violation occurred, the lease will remain in effect pending a final determination by the Compliance Review Group (CRG) of the Board. The lessor agrees to arbitration when a violation of this provision is alleged. The arbitrator shall be the CRG.

Access to Permitted Premises: Consent is given to the Board and its agents, the commissioners of revenue and public safety and their agents, and law enforcement personnel to enter and inspect the permitted premises at any reasonable time during the business hours of the lessor. The organization has access to the premises during any time reasonable and when necessary for the conduct of lawful gambling.

Lessor Records: The lessor must maintain a record of all money received from the organization, and make the record available to the Board and its agents, and the commissioners of revenue and public safety and their agents upon demand. The record must be maintained for 3-1/2 years.

Rent All-Inclusive: Amounts paid as rent by the organization to the lessor are all-inclusive. No other services or expenses provided or contracted by the lessor may be paid by the organization, including but not limited to:

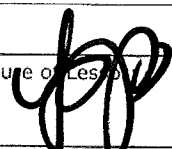
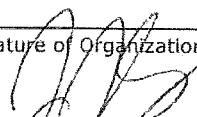
- trash removal
- electricity, heat
- snow removal
- storage
- janitorial and cleaning services
- other utilities or services
- lawn services
- security, security monitoring
- cost of any communication network or service required to conduct electronic pull-tabs games or electronic bingo
- in the case of bar operations, cash shortages.

Any other expenditures made by an organization that is related to a leased premises must be approved by the director of the Board. Rent payments may not be made to an individual.

ACKNOWLEDGMENT OF LEASE TERMS

I affirm that this lease is the total and only agreement between the lessor and the organization, and that all obligations and agreements are contained in or attached to this lease and are subject to the approval of the director of the Gambling Control Board.

Other terms of the lease:

Signature of Lessor:  Date: 5/20/19	Signature of Organization Official (Lessee):  Date: 4/27/19
Print Name and Title of Lessor: Linnea Batsche	Print Name and Title of Lessee: Josh Jungly Gambling Manager

Questions? Contact the Licensing Section, Gambling Control Board, at 651-539-1900. This publication will be made available in alternative format (i.e. large print, braille) upon request. **Data privacy notice:** The information requested on this form and any attachments will become public information when received by the Board, and will be used to determine your compliance with Minnesota statutes and rules governing lawful gambling activities.

Mail or fax lease to:
 Minnesota Gambling Control Board
 1711 W. County Road B, Suite 300 South
 Roseville, MN 55113
 Fax: 651-639-4032

LG215 Lease for Lawful Gambling Activity

LEASE INFORMATION		
Organization:	License/Site Number:	Daytime Phone:
Anoka Ramsey Athletic Associations	98049	612-860-5616
Address:	City:	State: Zip:
	Anoka	MN 55303
Name of Leased Premises:	Street Address:	
The Kitchen Table	7533 Sunwood Dr	
City:	State: Zip:	Daytime Phone:
Ramsey	MN 55303	763-999-4635
Name of Legal Owner:	Business/Street Address:	
City:	State: Zip:	Daytime Phone:
Name of Lessor (if same as legal owner, write "SAME"):	Address:	
City:	State: Zip:	Daytime Phone:
Check applicable item:		
<input checked="" type="checkbox"/> New or amended lease. Effective date: <u>6/1/19</u> . Submit changes at least ten days before the effective date of the change.		
<input type="checkbox"/> New owner. Effective date: _____. Submit new lease within ten days after new lessor assumes ownership.		
CHECK ALL ACTIVITY THAT WILL BE CONDUCTED (no lease required for raffles)		
<input checked="" type="checkbox"/> Pull-Tabs (paper)	<input checked="" type="checkbox"/> Electronic Pull-Tabs	
<input checked="" type="checkbox"/> Pull-Tabs (paper) with dispensing device	<input type="checkbox"/> Electronic Linked Bingo	
<input checked="" type="checkbox"/> Bar Bingo <input type="checkbox"/> Bingo	Electronic games may only be conducted:	
<input checked="" type="checkbox"/> Tipboards	1. at a premises licensed for the on-sale of intoxicating liquor or the on-sale of 3.2% malt beverages; or	
<input checked="" type="checkbox"/> Paddlewheel <input type="checkbox"/> Paddlewheel with table	2. at a premises where bingo is conducted as the primary business and has a seating capacity of at least 100.	
PULL-TAB, TIPBOARD, AND PADDLEWHEEL RENT (separate rent for booth and bar ops)		
BOOTH OPERATION: Some or all sales of gambling equipment are conducted by an employee/volunteer of a licensed organization at the leased premises.		
ALL GAMES, including electronic games: Monthly rent to be paid: ____%, not to exceed 10% of gross profits for that month.		
• Total rent paid from all organizations for only booth operations at the leased premises may not exceed \$1,750.		
• The rent cap does not include BAR OPERATION rent for electronic games conducted by the lessor.		
BAR OPERATION: All sales of gambling equipment conducted by the lessor or lessor's employee.		
ELECTRONIC GAMES: Monthly rent to be paid: <u>15</u> %, not to exceed 15% of the gross profits for that month from electronic pull-tab games and electronic linked bingo games.		
ALL OTHER GAMES: Monthly rent to be paid: <u>20</u> %, not to exceed 20% of gross profits from all other forms of lawful gambling.		
• If any booth sales conducted by a licensed organization at the premises, rent may not exceed 10% of gross profits for that month and is subject to booth operation \$1,750 cap.		
BINGO RENT (for leased premises where bingo is the primary business conducted, such as bingo hall)		
Bingo rent is limited to one of the following:		
• Rent to be paid: <u>0</u> %, not to exceed 10% of the monthly gross profit from all lawful gambling activities held during bingo occasions, excluding bar bingo.		
- OR -		
• Rate to be paid: \$ <u>0</u> per square foot, not to exceed 110% of a comparable cost per square foot for leased space, as approved by the director of the Gambling Control Board. The lessor must attach documentation, verified by the organization, to confirm the comparable rate and all applicable costs to be paid by the organization to the lessor.		
⇒ Rent may not be paid for bar bingo.		
⇒ Bar bingo does not include bingo games linked to other permitted premises.		
LEASE TERMINATION CLAUSE (must be completed)		
The lease may be terminated by either party with a written <u>90</u> day notice. Other terms:		

LG214 Premises Permit Application

Annual Fee \$150 (NON-REFUNDABLE)

REQUIRED ATTACHMENTS TO LG214

1. If the premises is leased, attach a copy of your lease. Use **LG215 Lease for Lawful Gambling Activity**.
2. \$150 annual premises permit fee, for each permit (non-refundable). Make check payable to "**State of Minnesota**."

Mail the application and required attachments to:

Minnesota Gambling Control Board
1711 West County Road B, Suite 300 South
Roseville, MN 55113

Questions? Call 651-539-1900 and ask for Licensing.

ORGANIZATION INFORMATION

Organization Name: ARAA License Number: 98049
 Chief Executive Officer (CEO) Dustin Reeder Daytime Phone: 612.366.0125
 Gambling Manager: Josh Jungling Daytime Phone: 612.860.5616

GAMBLING PREMISES INFORMATION

Current name of site where gambling will be conducted: The Kitchen Table

List any previous names for this location:

Fountains of Ramsey

Street address where premises is located: 7533 Sunwood Dr
(Do not use a P.O. box number or mailing address.)

City: OR Township:	County:	Zip Code:
Anoka	Anoka	55303

Does your organization own the building where the gambling will be conducted?
 Yes No **If no, attach LG215 Lease for Lawful Gambling Activity.**

A lease is not required if only a raffle will be conducted.

Is any other organization conducting gambling at this site? Yes No Don't know

Note: Bar bingo can only be conducted at a site where another form of lawful gambling is being conducted by the applying organization or another permitted organization. Electronic games can only be conducted at a site where paper pull-tabs are played.

Has your organization previously conducted gambling at this site? Yes No Don't know

GAMBLING BANK ACCOUNT INFORMATION; MUST BE IN MINNESOTA

Bank Name: Us Bank Bank Account Number: 104783931306
 Bank Street Address: 129 W Main St City: Anoka State: **MN** Zip Code: 55303

ALL TEMPORARY AND PERMANENT OFF-SITE STORAGE SPACES

Address (Do not use a P.O. box number):	City:	State:	Zip Code:
<u>5997 Bunker Lake Road</u>	<u>Anoka</u>	MN	<u>55303</u>
		MN	
		MN	

ACKNOWLEDGMENT BY LOCAL UNIT OF GOVERNMENT: APPROVAL BY RESOLUTION

<p>CITY APPROVAL for a gambling premises located within city limits</p> <p>City Name: <u>City of Ramsey</u></p> <p>Date Approved by City Council: _____</p> <p>Resolution Number: _____ (If none, attach meeting minutes.)</p> <p>Signature of City Personnel: _____</p> <p>_____ Title: _____ Date Signed: _____</p> <div style="border: 1px solid black; padding: 10px; text-align: center; margin: 10px auto; width: 80%;"> <p>Local unit of government must sign.</p> </div>	<p>COUNTY APPROVAL for a gambling premises located in a township</p> <p>County Name: _____</p> <p>Date Approved by County Board: _____</p> <p>Resolution Number: _____ (If none, attach meeting minutes.)</p> <p>Signature of County Personnel: _____</p> <p>_____ Title: _____ Date Signed: _____</p> <p>TOWNSHIP NAME: _____</p> <p>Complete below only if required by the county. On behalf of the township, I acknowledge that the organization is applying to conduct gambling activity within the township limits. (A township has no statutory authority to approve or deny an application, per Minnesota Statutes 349.213, Subd. 2.)</p> <p>Print Township Name: _____</p> <p>Signature of Township Officer: _____</p> <p>_____ Title: _____ Date Signed: _____</p>
--	---

ACKNOWLEDGMENT AND OATH

<ol style="list-style-type: none"> 1. I hereby consent that local law enforcement officers, the Board or its agents, and the commissioners of revenue or public safety and their agents may enter and inspect the premises. 2. The Board and its agents, and the commissioners of revenue and public safety and their agents, are authorized to inspect the bank records of the gambling account whenever necessary to fulfill requirements of current gambling rules and law. 3. I have read this application and all information submitted to the Board is true, accurate, and complete. 4. All required information has been fully disclosed. 5. I am the chief executive officer of the organization. 	<ol style="list-style-type: none"> 6. I assume full responsibility for the fair and lawful operation of all activities to be conducted. 7. I will familiarize myself with the laws of Minnesota governing lawful gambling and rules of the Board and agree, if licensed, to abide by those laws and rules, including amendments to them. 8. Any changes in application information will be submitted to the Board no later than ten days after the change has taken effect. 9. I understand that failure to provide required information or providing false or misleading information may result in the denial or revocation of the license. 10. I understand the fee is non-refundable regardless of license approval/denial.
--	---

5/13/19

Signature of Chief Executive Officer (designee may not sign)
Date

Data privacy notice: The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information; however, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If your organization supplies the information requested, the Board will be able to process your organization's application. Your organization's name and address will be public information when received by the Board. All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information provided will become public. If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public. Private data about your organization are available to: Board members, Board staff whose work requires access to the information; Minnesota's Department of Public Safety, Attorney General, Commissioners of Administration, Minnesota Management & Budget, and Revenue; Legislative Auditor, national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this notice was given; and anyone with your written consent.

Meeting Date: 05/28/2019

By: Colleen Lasher, Administrative Services

Information

Title

Adopt Resolution #19-130 Approving a change of work assignments of an Administrative Assistant from Engineering and Community Development to full-time Engineering

Purpose/Background:

The purpose of this case is to ask the City Council to approve a change to the work assignments of an Administrative Assistant from Engineering and Community Development to full-time Engineering. As part of the 2019 budgeting process, funding was included in the budget, effective July 1, 2019 for additional administrative support in the Engineering Department.

The part-time Engineering Administrative Assistant has been working full-time since mid 2018, splitting her time between a temporary assignment in the Community Development Department and her regular part-time Engineering Department role. Addition hours were added to increase the position to full time, on a temporary basis, by Community Development based upon increased activity and supported by the increased development revenue generated by the activity.

History of the Engineering Administrative Assistant

- In mid 2017 staff and the City Council discussed staffing for 2018. Initially, the City Engineer requested a full-time Administrative Assistant; however, as a result of needed reductions to the budget staff offered that part-time would be acceptable and the request was approved to hire a part-time employee.
- In mid 2018 staff and the City Council discussed staffing for 2019. The City Engineer stated that full-time administrative support is necessary in order to meet the needs of the City. The administrative assistant has proven to provide great utility to Engineering, freeing the professional staff to focus on more skilled engineering tasks which is essential given the growth of the City.

Effective Date of July 1, 2019

- Along with other important work, the July 1st effective date of this request is tied to the Highway 10 Gateway project; professional engineering workload will significantly increase after this date due to leading phase 2 (the design phase) of the Ramsey Gateway Highway 10 Plan.
- Starting around July 1st, in addition the City Engineer's other duties, he will begin working closely with Bolton and Menk, Anoka County, the Minnesota Department of Transportation and the Federal Highway Agency, to complete the preliminary design of the proposed improvements along Highway 10 through the City of Ramsey.

The Engineering Administrative Assistant's day to day tasks include

- administration of on-line bids and quotes through QuestCDN
- administration of special assessment notices and roles
- scheduling and data entry for topsoil inspections
- maintaining Engineering department files
- administration of records retention
- administration of asset management program
- processing contractor pay requests, including preparation of Council cases and resolutions
- recording meeting minutes for pre-construction and other meetings
- updating City website and other on-going communications for City improvement projects, and researching

and applying for external funding

- In addition to Engineering functions, this position serves as back-up in Community Development and Public Works, by assisting customers at the counter and other tasks; and, if needed reception desk coverage

Note: The change from regular part-time to regular full-time will not result in a increase in the employee's hourly pay.

Attached: The applicable 2017 and 2018 budget related work-session minutes are attached.

Funding Source:

The funding required for this action has been accounted for in the 2019 budget at \$36,047.

Recommendation:

Staff recommends approving Ms. Marsha Weidner as a full-time Engineering Administrative Assistant, effective July 1, 2019; and discontinuing the temporary administrative support assignment in Community Development.

Action:

Motion to adopt resolution #19-130 to:

1. Approve Ms. Marsha Weidner as a full-time Engineering Administrative Assistant, effective July 1, 2019; and
2. Discontinuing the temporary administrative support assignment in Community Development.

Attachments

Job Desc.

07-11-17 WS Minutes

080618 WS Minutes

Resolution

Form Review

Inbox

Bruce Westby

Kurt Ulrich

Form Started By: Colleen Lasher

Final Approval Date: 05/23/2019

Reviewed By

Bruce Westby

Kurt Ulrich

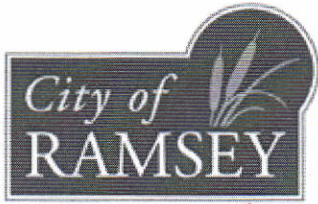
Date

05/23/2019 03:48 PM

05/23/2019 04:03 PM

Started On: 05/21/2019 12:06 PM

JD

**Engineering Administrative Assistant**Class Code:
12009

Bargaining Unit: AFSCME

CITY OF RAMSEY

Established Date: Sep 15, 2017

Revision Date: Dec 14, 2017

SALARY RANGE

\$20.66 Hourly

PRIMARY OBJECTIVE OF POSITION:

The primary objectives of this position are to perform a variety of responsible administrative support functions for the Engineering Department. This may include, but is not limited to: providing excellent customer service to residents, contractors, staff and other; routing phone calls; preparing and processing special assessment notices and other letters or memos; assisting with bidding processes; maintaining the Engineering Department website; creating searchable electronic documents and performing data searches; tracking engineering projects; preparing agendas; scheduling meeting; providing occasional back-up coverage to the Community Development Department or other administrative staff; and providing daily assistance to the City Engineer -- all in pursuit of the City's strategic initiatives.

This is a part-time twenty (20) hours per week position; there is flexibility within the Monday - Friday / 8:00 a.m. to 4:30 p.m. schedule (hours & days worked) subject to supervisor approval. Paid leave benefits are pro-rated based on hours worked per week.

****Note: This is an AFSCME union position******MINIMUM QUALIFICATIONS:**

- Must be 18 years of age or older
- Must have a high school diploma or equivalent
- Must have a valid state driver's license with a good driving record

- Must have three (3) years' of related experience in a responsible administrative support position; equivalent combination of education and experience will be considered
- Must have intermediate to advanced Microsoft Office knowledge and skills
- Must be able to accurately type at least forty (40) words per minute
- Must have data entry and data base experience
- Must have excellent written and verbal communication skills
- Must have the ability to provide excellent Customer Service

DESIRED QUALIFICATIONS:

- Previous experience working for a county or municipality
- Associates Degree in Applied Science or diploma as an Administrative Specialist
- Previous experience using Laserfiche
- Previous experience with data and records retention requirements

RESPONSIBILITIES:

- Provide administrative support work for the Engineering Department
- Provide effective customer service in a courteous and helpful manner
- Provide information and assistance to residents and contractors regarding engineering matters via telephone, email, mail and in person
- Answer questions regarding street maintenance/reconstruction, utility markings, right-of-way, and other general engineering matters
- Responsible for covering and routing department phone calls
- Use Microsoft Office and other software applications
- Utilize Laserfiche to retrieve data or assist with data searches according to established protocols
- Maintain records and files in an orderly and acceptable manner
- Track departmental work schedules on various projects
- Take meeting minutes
- Prepare, mail and publish special assessment notices and other miscellaneous letters and memos
- Maintain the department's website
- Assist with the administration of the asset management program
- Perform a variety of tasks and scheduling functions including preparation of agendas, scheduling meetings, and other related services that may be required
- Collect and consolidate department information for City Council agenda items and ensure it is accurate and contains correct attachments
- Follow up on necessary items following Council meetings
- Assist with the bidding process on City projects
- Perform other duties as assigned (within the ability and resources of the Engineering Administrative Assistant) at the verbal or written direction of the City Engineer or his/her appointed designee

KNOWLEDGE, SKILLS AND ABILITIES:

- Considerable knowledge of standard office practices, procedures and equipment
- Ability to transcribe dictation and type from rough drafts
- Ability to compose letters and memorandums
- Ability to edit and proofread written materials sent or distributed by the department
- Considerable ability to keep organized schedule, handle details accurately and meet deadlines
- Ability to copy, fax, and distribute various correspondence and documents
- Ability to establish effective working relationships with City staff, elected officials and the general public

JOB ACTIVITY REQUIREMENTS:

The following are the physical activities that are associated with this position:

- Standing
- Sitting
- Walking
- Reaching
- Handling objects
- Repetitive hand motion
- Use of Arm Muscles over extended periods
- Use of Leg Muscles over extended periods
- Stationary desk or bench work

This job requires employees to be able to lift and carry up to 24 pounds without assistance.

The following are the working conditions of the position:

- Working Indoors
- Driving a City vehicle or personal vehicle

Councilmember Kuzma mentioned that with the Ramsey Foundation, the organization, is moving the responsibility for planning the concerts to the City. He noted that would be part of the event planning for the City employee.

Community Development Director Gladhill reviewed the Strategic Plan initiatives specific to the community development department. He noted that they would like to be more collaborative in improving the image and aesthetic of Highway 10 and Highway 47. He stated that they are in the midst of updating the Comprehensive Plan. He stated that community development would assume the licensing duty from the City Clerk, because the department is already involved in that aspect. He reviewed the desired customer service metrics for the community development department, noting that the department is doing well. He reviewed the staffing plan metrics for the next few years and the variables that can impact those staffing levels. He stated that there is a high level of new developments and a desire to review proposals quicker. He stated that in the next 20 years the City is expected to continue to grow in households, population and staffing needs. He reviewed some of the duties that the community development department is currently involved in.

Councilmember Riley stated that there is a need right now while the City is in the growth phase, noting that the need has been mitigated in the past few years with the use of consultants.

Community Development Director Gladhill stated that he anticipates the rapid growth rate for the next decade or two. He agreed that the gap could be filled with the use of consultants but noted that it is then difficult to pair that use of consultants with the ability to provide rapid response to questions. He noted that consultants also have a higher hourly rate. He stated that clients are often not pleased to wait one to two weeks for a response from the consultant and therefore believes it would be helpful to have a full-time position added that would be able to help address the workload and be able to provide customer service.

Councilmember Riley asked if the permit revenue is already budgeted into the projection.

Community Development Director Gladhill stated that they attempted to better estimate the permit revenue but noted that there was a large swing that occurred. He stated that he would prefer to err on the side of caution rather than attempting to forecast too high and scramble to cut items during the budget year.

Councilmember Shryock asked why a senior planner would be needed rather than a lower level planner.

Community Development Director Gladhill noted that there would be a high rate of turnover for a lower level planner. He stated that the Council has made the statement that they would like to create a collaborative effort to address code enforcement rather than through violations. He stated that the experience that a senior planner would bring would assist in that environment and would help to prevent that turnover that an assistant planner would bring.

City Engineer Westby stated that the position classified as new in the budget, but noted that there currently is an employee that splits time between engineering/public works/parks. He noted that the employee has taken on the duty of parks reservation and therefore the ability for that employee

to assist engineering has decreased while the workload for the engineering department has increased. He stated that he has taken on most of the administrative duties for engineering himself which keeps him from completing the higher-level duties. He stated that he is asking for this position in order to assist with those administrative duties and handle the duties of coverage not only for engineering but also for other departments. He stated that in the short term he could have an employee working 40 hours per week but could also get by with less. He noted that he could bring additional details if the Council desires.

Fire Chief Kohner stated that the position he is requesting would benefit the department and the City as a whole. He stated that there currently is no backup when he or the Fire Marshal is out, noting that the last full-time firefighter position was added 17 years ago in 2000. He noted that during this time there has been an increase in calls corresponding to the increase in development. He noted that a number of the calls are received during the day and this increased position would help to provide that daytime coverage. He stated that the new position would also assist with building inspections, noting that currently there are two paid on-call firefighters that are assisting with inspections. He stated that fire prevention would also be a great benefit of this position. He reviewed some of the fire prevention activities and educational presentations that the department collaborates to provide to residents. He stated that the new position would align with five of the key strategic initiatives outlined in the Strategic Plan.

Parks and Assistant Public Works Superintendent Riverblood discussed the desire to add a part-time recreational assistant. He provided some of the resident feedback that they have received regarding the course offerings the parks department has offered. He stated that the parks staff sends a survey to each participant of park programming to receive input on the program. He noted that the data they receive on the programming is then used to analyze the offerings by different elements, such as cost, popularity, and categorically for the types of offerings. He noted that the intern also emails out the offerings for the next month, to keep interested residents aware of the programs being offered. He stated that the trend for parks programming is following the same path as the summer concert series at the Draw, gaining participation at a rate of about 30 percent each year. He confirmed that this new position would handle the duties of the summer concert series as that transitions back from the Ramsey Foundation.

Public Works Superintendent Riemer reviewed the public works/parks department, noting that the current slate of staff is one less than what the department had in 2011. He described the duties of the parks department staff and how their seasonal employees assist in filling the gaps from the full-time staff. He stated that they are managing at the lowest capacity for employees currently. He stated that they feel the added position is justified because of the impacts the parks have on the City, as the park system might be the only contact point for some visitors.

Mayor Strommen stated that she was visiting Sunfish Lake Park and met two out of state visitors that were enjoying the park.

Councilmember Kuzma stated that this is the third or fourth year in a row that they have tried for this position.

Police Chief Katers stated that the cost for equipment would be approximately \$9,000 per officer. He stated that initially there was a vehicle request for the two officers but there has since been a forfeiture that will offset that cost.

Councilmember Riley stated that two officers are requested this year and asked if zero officers would be requested next year.

Police Chief Katers stated that he would need to review the community information before making that decision. He stated that the community is continuing to grow, and the additional elementary school will most likely bring additional residents as well. He explained that he will receive calls for service on day one and does not like to be behind, noting that the department has already received calls since construction began.

Public Works Superintendent Reimer stated that calls for service continue to increase in all departments as the population continues to grow. He stated that in example the calls for pothole repair in 2016 were 19 and then in 2018 that increased to 29, and so far, this year there have been 57 calls for pothole repair. He reviewed some of the public works duties that the department provides during the different seasons and stated that all of those duties take time and people to complete. He stated that the department is falling behind on the duties to the community and one additional employee would help the department to respond to the department needs. He stated that street sweeping takes three of the four employees to complete and therefore he does not have additional employees to respond to calls for service. He stated that there was only one employee added to the department in the past ten years.

Parks and Assistant Public Works Superintendent Riverblood stated that any public works employee is added to the on-call responders. He stated that someone is available 24/7 to respond to public works needs.

City Administrator Ulrich noted that the start date for this position would be March 1st and therefore the impact to the future budgets would be higher.

City Engineer Westby stated that his request falls in the same category as the other departments, noting that the additional employee would help the department meet the needs of the community. He reviewed some of the department duties and responsibilities and stated that there is a lot of demand for staff. He stated that he has been acting as the project manager for the City improvement projects, working to develop the projects and move them through the City Council and then administer and supervise as the projects are in the field. He stated that the department is struggling to keep up with the requests and needs of the residents and to meet deadlines. He reviewed upcoming projects that the department is involved in and stated that he is concerned with the Ramsey Highway 10 plan that the Bolton & Menk consultants are involved with. He stated that he has concerns with his ability to assist with phase one and to be involved with phase two. He stated that his goal would be to transition his project manager duties to the engineer technician but in order to do that, they would need to push some of the technician's duties to the administrative assistant. He stated that increasing the hours of the administrative assistant from 20 to 40 hours per week would allow for the transference of duties.

Councilmember Kuzma asked if the Council approved an administrative assistant last year for 20 hours per week.

City Engineer Westby confirmed that the Council did allow the half-time position and he is requesting to increase the hours for that position beginning in July 2019.

City Administrator Ulrich stated that a portion of the duties would be to assist with sewer, water, and other utilities and therefore part of the position could be funded through the enterprise fund rather than the general fund.

Councilmember Kuzma asked if any of the Highway 10 funds could be used to pay for some of the engineering expenses.

City Engineer Westby stated that he is unsure of whether the City has planned to use the funding for Highway 10 for staffing.

Acting Mayor LeTourneau noted that would be a short-term solution for a long-term problem.

Councilmember Shryock stated that dynamic should be watched if that option is chosen as sometimes staff time is counted towards the City match for grant funds.

Parks and Assistant Public Works Superintendent Riverblood stated that recreational programming responds to one of the City's strategic initiative. He stated that when recreational programming began in 2017, it was cost effective and efficient for one full-time position to handle the programming needs. He explained that in 2018 that position is being filled by three interns, which require training to get up to speed and has not been an efficient method as it has caused him to spend additional time on the programming and takes away from his other duties. He stated that recreational programming is a highly visible service available to all residents and all demographics and is uniquely unifying and positive in terms of building a favorable sense of community. He stated that the recreational specialist proposal as proposed would not increase the 2019 levy. He stated that if the position is not added, it would then be responsible to significantly pull back on the recreational programming offered as he could not continue to run the programming in this method with interns.

Councilmember Shryock stated that there are a number of organizations which the department has partnered with and asked if perhaps those organizations could be tasked to develop programming.

Parks and Assistant Public Works Superintendent Riverblood stated that could be an option, but the City would lose an opportunity for branding. He noted that budgets would need to be set for certain events as the City currently provides staff for certain programming events. He used the example of the Art Fest the City currently holds, noting that this year the cost was \$56 plus staff time and noted that without the staff time the City contributes, that cost would be more.

Councilmember Riley stated that he is impressed that, as proposed, this position would not have a cost to the City.

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #19-130

RESOLUTION APPROVING A CHANGE OF WORK ASSIGNMENTS OF AN ADMINISTRATIVE ASSISTANT FROM ENGINEERING AND COMMUNITY DEVELOPMENT TO FULL-TIME ENGINEERING

WHEREAS, as a result of multiple budget discussions and feedback from staff, the City Council included funds in the 2019 budget to increase the Engineering Administrative Assistant to full-time; and

WHEREAS, the workload of the Engineering Department continues to surpass staffing capacity; and

WHEREAS, Staff recommends increasing the part-time position to full-time, effective July 1, 2019; and

WHEREAS, administrative support in the Community Development Department will drop by twenty hours per week.

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

Motion to adopt resolution #19-130 to:

- 1) Approve Ms. Marsha Weidner as a full-time Engineering Administrative Assistant, effective July 1, 2019; and
- 2) Discontinue the temporary administrative support assignment in Community Development.

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

and the following voted against the same:

and the following abstained:

and the following were absent:

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 28th day of May, 2019.

CC Regular Session

4. 11.

Meeting Date: 05/28/2019

By: Colleen Lasher, Administrative Services

Information

Title

Adopt Resolution #19-129 to Rescind a previous Motion and Approve a Revised Settlement Agreement

Purpose/Background:

The purpose of this case is to approve a revised settlement agreement. At its May 14, 2019, meeting, the City Council approved an agreement with a former employee subject to approval by the union. The union has since informed the City that it will not approve that agreement because the former employee is no longer a member of the bargaining unit. The City is desirous of moving forward with an agreement with the former employee, and the City Attorney has prepared a revised agreement that addresses the issue of concern.

Funding Source:

Not Applicable

Recommendation:

To adopt resolution 19-129 as listed below.

Action:

Adopt Resolution #19-129 as follows:

1. The motion approving the agreement with the former employee made at the May 14, 2019, Council meeting is hereby rescinded.
2. A revised agreement, approved by City Council on May 28, 2019, is effective May 29, 2019.
3. The City Clerk and Mayor are authorized and directed to sign the agreement on behalf of the City on May 29, 2019.

Attachments

Resolution #19-129

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	05/23/2019 04:06 PM
Form Started By: Colleen Lasher		Started On: 05/23/2019 10:35 AM
Final Approval Date: 05/23/2019		

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #19-129

RESOLUTION TO RESCIND A PREVIOUS MOTION AND APPROVE A REVISED SETTLEMENT AGREEMENT

WHEREAS, at its May 14, 2019, meeting, the City Council approved an agreement with a former employee subject to approval by the union; and

WHEREAS, the union has since informed the City that it will not approve that agreement because the former employee is no longer a member of the bargaining unit; and

WHEREAS, the City Council is desirous of moving forward with an agreement with the former employee.

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

1. The motion approving the agreement with the former employee made at the May 14, 2019, Council meeting is hereby rescinded.
2. A revised agreement, approved by City Council on May 28, 2019, is effective May 29, 2019.
3. The City Clerk and Mayor are authorized and directed to sign the agreement on behalf of the City on May 29, 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:

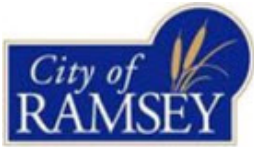
and the following were absent:

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 28th day of May, 2019.

Mayor

Attest:

City Clerk



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

CC Regular Session

4. 12.

Meeting Date: 05/28/2019

Submitted For: Tim Gladhill, Community Development

By: Eric Maass, Community Development

Information

Title:

~~Adopt Resolution #19-096 Establishing the Code Enforcement Action Plan for 15415 St Francis Blvd NW (Case of Kens Repair and Sales)~~—This item was removed from the Consent Agenda to be considered as Item 7.02.

Purpose/Background:

The purpose of this case is to provide the City Council with an update and seek direction on the proposed Code Enforcement action plan related to 15415 St. Francis Blvd NW, commonly referred to as Kens Repair and Sales. At this time, the Owner objects to a voluntary site inspection. In order to provide a sufficient recommendation, Staff believes a detailed inspection is required. Since the Owner objects to a voluntary inspection, Staff is requesting authorization for an administrative search warrant at this time. Authorization for the administrative search warrant is the only true action being requested as part of this case. Other actions are listed as future action items.

Following an initial meeting with the Owner, the Owner has stated the following.

1. Owner no longer desires to allow a voluntary site inspection.
2. Owner has offered to fence and place gravel storage/parking surface on area identified as "The Hill" in the attached exhibits.
3. Owner desires to continue to store vehicles behind the barn, near a wetland (comingled with horses on the property).
4. Owner agrees to no longer store or display items on southern half of property (previously cleaned up).
5. Staff has become aware of a potential individual living in an RV on the property (not allowed by Zoning Code; unclear if any violations of Building/Property Maintenance Code/wastewater disposal).

Notification:

The property owner is aware that the City is actively working on this code enforcement case. A meeting between the Property Owner and City Staff occurred on Monday, April 29th, 2019.

Observations/Alternatives:

Alleged onsite violations include the unlawful expansion of a lawful nonconforming use. The City has been working on and off with the property owner regarding the suspected expansion of the lawful nonconforming use since the early 1990's. Provided with this case are historic photos which show the extent of the business dating back to 1977. The City of Ramsey incorporated in 1974.

There is disagreement between City Staff and the property owner as it relates to the area of the property referred to as "The Hill" and whether or not that area could be used in connection to the business. The property owner has offered to put down gravel and fence in the area to provide screening. Staff believes the use of this area would be an expansion of the lawful nonconforming use and would require a conditional use permit. Staff is concerned that the fenced area would still be largely visible to the public right of way and that vehicles stored in this area would still be

visible. Staff is seeking City Council direction as it relates to the area referred to as "The Hill" and whether or not it should be brought forward as an area that can be used in connection to the business.

Staff believes it is clear that all vehicles, vehicle parts and equipment currently stored down by "The Pond" which is north of the barns need to be removed as they are an unlawful expansion and the storage of vehicles in this area is a violation and also poses a potential hazard to natural resources due to its proximity to wetlands.

In summary, Staff has flagged these priority issues.

1. Storage of inoperable vehicles for purposes of dismantling for parts, and sending remnant of vehicle for destruction and disposal.
2. Storage of vehicles near wetland/pond.
3. Use of RV as dwelling unit.

Due to the sheer size of the property City Staff is not able to accurately document specific violations in their entirety and for that reason have proposed the following code enforcement action plan.

Process:

The City Council is asked to grant 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: 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. 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.

Future Steps:

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.

Staff recommends this violation comes from 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. 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 Second Notice of Violation.

If after fourteen (14) days following the issuance of the Second Notice of Violation, City Code violations are still present, City Staff shall seek a declaratory action with the District Court with the assistance of the City Attorney. Upon receipt of a declaratory action from District Court, the City will proceed with City Attorney direction moving the case into Civil Prosecution and/or abatement.

Funding Source:

This case is being handled as part of staffs regular duties.

Recommendation:

Staff recommends adoption of Resolution #19-096 establishing the Code Enforcement Action Plan for 15415 St Francis Blvd NW.

Action:

Motion to adopt Resolution #19-096 establishing the Code Enforcement Action Plan for 15415 St Francis Blvd NW.

Attachments

Resolution #19-096

Aerials from 1977, 1985, and 1997

Aerials from 2006, 2011, 2014, 2016, 2017

Kens Repair and Sales Lawful Nonconforming Use Exhibit

Form Review

Inbox

Tim Gladhill

Kurt Ulrich

Form Started By: Eric Maass

Final Approval Date: 05/23/2019

Reviewed By

Tim Gladhill

Kurt Ulrich

Date

05/23/2019 01:39 PM

05/23/2019 01:56 PM

Started On: 04/30/2019 02:21 PM

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

RESOLUTION #19-096

A RESOLUTION APPROVING CODE ENFORCEMENT ACTION PLAN FOR 15415 ST. FRANCIS BLVD NW COMMONLY KNOWN AS KEN'S REPAIR AND SALES:

WHEREAS, Ken's Repair and Sales, Inc. (the "Business") is operating on the property generally known as 15415 St. Francis Blvd NW and legally described as follows:

UNPLATTED CITY OF RAMSEY THAT PART OF THE SW1/4 OF SEC 24-32-25 IN ANOKA CNTY, MN DESC ASFOL-BEG AT THE SE CORNER OF SAID SW1/4 OF NW1/4-TH N 0 DEG 18 MIN 42 SEC E ON THE E LINE OF SAID SW1/4 OF NW1/4 A DIST OF 1491.56 FT-TH S 83 DEG 00 MIN 01 SEC W A DIST OF 991.96 FT TO THE CENTER LINE OF STATE TRK HWY NO 47 AS IT IS NOW LAID OUT & TRAVELLED-TH S 21 DEG 59 MIN 59 SEC E ALONG SAID CENTER LINE A DIST OF 1603.56 FT TO THE S LINE OF SAID SW1/4 OF NW1/4-TH E ON SAID S LINE A DIST OF 386.52 FT TO THE POINT OF BEG(SUBJ TO EASEFOR ROAD PURP OVER THE WLY 33 FT & THE S 33 FT OF THE ABOVE DE STRACT)

("Subject Property"); and

WHEREAS, the Subject Property has a split zoning with the northern two-thirds (approximately) being zoned R-2 Residential (Medium Density) and the southern one-third (approximately) zoned B-1 Business District; and

WHEREAS, the Subject Property is approximately 20.95 acres in size; and

WHEREAS, the Business, commonly known as Ken's Repair and Sales, has been in operation prior to the City's incorporation and formal adoption of zoning authority; and

WHEREAS, the City acknowledges that certain lawful non-conforming rights related to motor vehicle repair and sales are applicable; however, the 'footprint' of the lawful non-conforming use appears to have expanded based on historic aerials; and

WHEREAS, there are documented City Code violations dating back to the 1990s, with notices of violation regarding multiple issues, including motor vehicle sales, inoperable vehicles, debris, expansion of a lawful non-conforming use, and temporary signs, being sent out in 1996, 1998, 1999, 2002, 2009, 2010, 2011, 2012, 2018; and

WHEREAS, the City has a library of photos from past violations and historical aerial photos that demonstrate there have been past clean-up efforts; and

WHEREAS, City Staff received a letter from an attorney representing the property about the Subject Property on October 1, 2009 in response to a September 21, 2009 Notice of Violation

disputing the violations and claiming the Business was a fully protected as lawful non-conforming; and

WHEREAS, in 2010, via a City Council Work Session, Staff provided an update to the City Council regarding the Subject Property, which eventually led to the last major clean-up of violations; and

WHEREAS, in 2018, the City received additional complaints regarding the status and use of the Subject Property and verified that in addition to motor vehicle sales and repair, rentals were now also being offered; and

WHEREAS, motor vehicle and equipment rental is an illegal use within both zoning districts on the Subject Property; and

WHEREAS, most recently, the City sent notices of violation to the Property on July 11, 2018 and July 26, 2018 regarding off-street parking, inoperable vehicles, expansion of lawful non-conforming use, and debris; and

WHEREAS, City Staff has followed up with the Subject Property's Attorney, on October 3, 2018 and October 25, 2018 in an attempt to cooperatively work through these violations and identify an agreed upon footprint for the lawful non-conforming use; and

WHEREAS, in reviewing historical aerial photos of the Subject Property, it seems apparent that much of the area utilized by the Business extends beyond what would be considered the footprint of the lawful non-conforming use; and

WHEREAS, the Property Owner indicated that dismantling of vehicles is taking place on the property and that vehicle parts are being stored in box trucks parked on the property which is not permitted to take place; and

WHEREAS, it is suspected that an RV on the Property is being use as a residence which is not a permitted use; and

WHEREAS, an administrative search warrant is necessary to completely and accurately document all current City Code violations on the Subject Property; and

WHEREAS, upon receipt of an administrative search warrant, City Staff will complete an inspection of the Subject Property, document all existing City Code violations, and initiate the City Council approved process for code enforcement; and

FINDINGS OF FACT

1. That the Property Owner indicated that dismantling of vehicles is taking place on the property and that vehicle parts are being stored in box trucks parked on the property.

2. That the City recognizes the lawful non conforming rights on the property and understands those rights to be limited to the area identified in Exhibit A.
3. That any currently licensed and operable motor vehicles or items related to the Business are limited to the area identified within Exhibit A.
4. That any motor vehicles or items related to the Business that are outside of the area identified within Exhibit A are subject to code enforcement action, up to and including abatement.

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 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.

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 28th day of May, 2019.

CITY OF RAMSEY:

By: _____
Mayor

By: _____
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:

KENS REPAIR AND SALES
- LAWFUL NONCONFORMING USE
AREAS



LEGEND

- Operations Allowed
- Operations Not Allowed
- Policy Guidance Required





APPROX.
SCALE
1" = 200'



N
W
E
S
ANOKA COUNTY
SURVEYOR
APPROX
SCALE
1"=200'

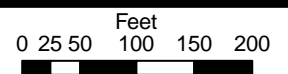


APPROX
SCALE
1"=200'

2006 Aerial



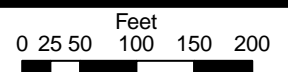
LOGIS, Hennepin County



2011 Aerial



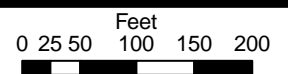
LOGS, Hennepin County



2014 Aerial



RA_City_Cadte_AN_Aerial_2014_LOGIS



2016 Aerial



LOGS, Arok a County

0 25 50 100 150 200
Feet



2017 Aerial



5516

5517

15415

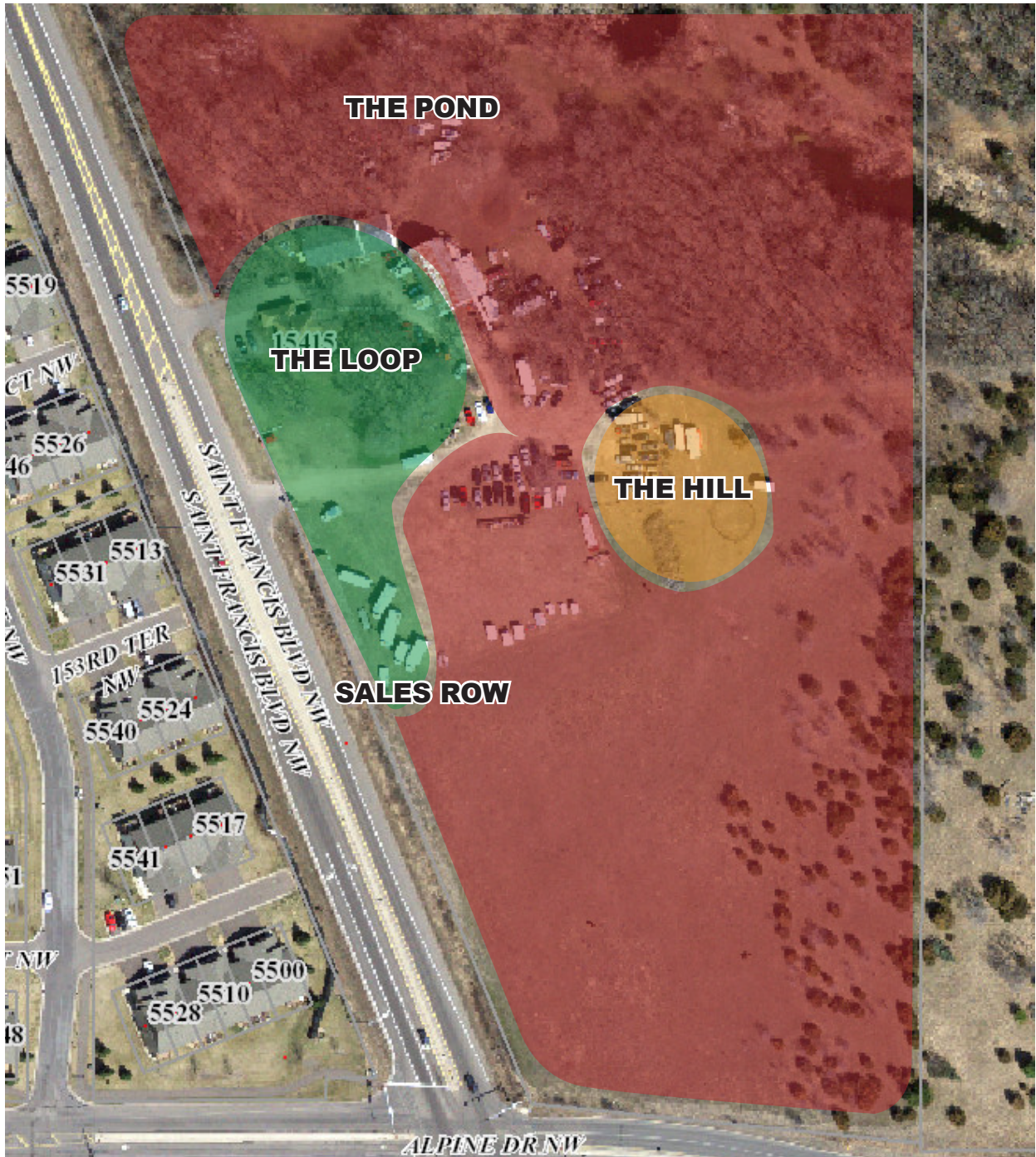
Scale 1:600






Aerial Photo: Flown Spring of 2014



KENS REPAIR AND SALES
- LAWFUL NONCONFORMING USE
AREAS



LEGEND

-  Operations Allowed
-  Operations Not Allowed
-  Policy Guidance Required

Meeting Date: 05/28/2019

By: Kathy Schmitz, Administrative Services

Information

Title

Adopt Resolution #19-121 Approving Code Enforcement Action Plan for 17646 St Francis Blvd NW. This item was moved from the Consent Agenda (item 4.8) to be considered as Item 7.01.

Purpose/Background:

The purpose of this case is to confirm the process for Code Enforcement actions at 17646 St Francis Blvd (the "Subject Property"). The City has attempted to work with the property owners and has been threatened with litigation from the Property Owner and the Property Owner has stated that they will not remove the hoop buildings (violation) onsite without being taken to court.

It should be noted that the Owner has complied with many of the original violations. Staff acknowledges the site as viewed from the public road looks considerably improved. However, some of the issues are stored in less visible areas and in unapproved structures. Staff took an extra step in having the City Attorney send correspondence on this topic.

Notification:

N/A

Observations/Alternatives:

Alleged Violations Onsite

1. Siding home without a permit [corrected]
2. Exterior completion/building maintenance [garage door falling off, siding completion - corrected]
3. Erection of hoop buildings (2) in rear yard [not an allowed building type]
4. Junk vehicles
5. Nuisance violations - items stored in woods in piles, accumulation of unused materials, construction debris, etc.
6. Off-street parking violations [personal automobiles can't be parked on grass]

Summary of Previous Actions

The City inspected the property on:

1. July 2, 2018
2. July 24, 2018
3. August 8, 2018
4. August 9, 2018 – This was a scheduled inspection with property owner and Police Officer onsite, was unable to go onto property to complete a full inspection because the property owner wanted Staff and Police Officer to sign waivers
5. September 6, 2018 – Property began to show signs of cleanup; City Staff were allowed onsite but not allowed to take photos; Staff noted the hoop buildings that were recently erected in the rear yard

The City sent formal notices via US Mail on:

1. July 10, 2018 with a citation for off-street parking, nuisance violations (e.g. toilet in front yard, junk vehicles in rear yard, construction debris, and unused materials), as well as siding being replaced without a permit

2. August 13, 2018 – notified property owner that the City would seek an administrative citation if not allowed a full inspection of the property
3. September 20, 2018 – specifically addressing hoop buildings

The City received letters from the property owner on September 26, 2018 and October 22, 2018. The City corresponded with the applicant via email and has saved copies of said emails.

The City has documented code enforcement cases spanning 11 years on the Subject Property.

Process

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 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.
2. 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.
3. 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. Staff recommends this violation comes from
4. 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.
5. 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.
6. 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.
7. Upon receipt of a declaratory action from District Court, the City will proceed with City Attorney direction moving the case into Civil Prosecution and/or abatement.

Funding Source:

Staff handles Code Enforcement as part of regular duties.

Recommendation:

Staff recommends Adoption of Resolution 19-121 Approving Code Enforcement Action Plan for 17646 St Francis Blvd NW

Action:

Motion to Adopt Resolution 19-121 Approving Code Enforcement Action Plan for 17646 St Francis Blvd NW

Attachments

Resolution #19-121

Form Review

Form Started By: Kathy Schmitz
Final Approval Date: 06/17/2019

Started On: 06/17/2019 02:46 PM

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

RESOLUTION #19-121

A RESOLUTION APPROVING CODE ENFORCEMENT ACTION PLAN FOR 17646 ST FRANCIS BOULEVARD NW IN THE CITY OF RAMSEY, MINNESOTA

WHEREAS, the property owner Angelia Lattery (the “Property Owner”) has an open code enforcement case on the property generally known as 17646 St Francis Blvd NW and legally described as follows:

Lot 2, Block 1, Green Valley Estates

(“Subject Property”); and

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

WHEREAS, the Subject Property is approximately 2.5 acres in size; and

WHEREAS, there are documented City Code violations dating back to at least 2009, with notices of violation regarding multiple issues, including the outdoor storage of junk and inoperable vehicles, outdoor storage of debris, work without a permit, uncompleted exterior of a building, nuisance violations, and a possible home occupation; and

WHEREAS, the City has had open code enforcement cases in 2009, 2010, 2012, 2016, 2018, and has continued into 2019; and

WHEREAS, the City has most recently opened a case on the subject property for the unfinished completion of the building (siding), the storage of junk, debris, and inoperable vehicles, off-street parking violations, nuisance complaints, and the erection of an unpermitted accessory building (hoop building); and

WHEREAS, in 2018, the City attempted to work with the property owner and was not allowed a full inspection of the Subject Property, though has documented each issue from the public right-of-way and areas they were allowed on the property; and

WHEREAS, the Property Owner has threatened lawsuit against the City for harassment; for sending code enforcement letters; and

WHEREAS, most recently, the City sent a formal notice of violation on September 20, 2018 for the hoop building on the Subject Property; and

WHEREAS, due to extreme weather conditions over the winter months, City Staff halted code enforcement actions on the Subject Property; and

WHEREAS, City Staff has a record of notices and emails to the Property Owner regarding the violations onsite; and

WHEREAS, Staff has also reviewed historical aerial photos of the Subject Property and Anoka County Pictometry imagery; and

WHEREAS, an administrative search warrant is necessary to completely and accurately document all current City Code violations on the Subject Property; and

WHEREAS, upon receipt of an administrative search warrant, City Staff will complete an inspection of the Subject Property, document all existing City Code violations, and initiate the City Council approved process for code enforcement; and

FINDINGS OF FACT

1. The Property Owner has threatened litigation against City Staff and the City for harassment for sending code enforcement letters and responding via email.
2. The City inspected the property on:
 - a. July 2, 2018
 - b. July 24, 2018
 - c. August 8, 2018
 - d. August 9, 2018 – This was a scheduled inspection with property owner and Police Officer onsite, was unable to go onto property to complete a full inspection because the property owner wanted Staff and Police Officer to sign waivers
 - e. September 6, 2018 – Property began to show signs of cleanup; City Staff were allowed onsite but not allowed to take photos; Staff noted the hoop buildings that were recently erected in the rear yard
3. The City sent formal notices via US Mail on:
 - a. July 10, 2018 with a citation for off-street parking, nuisance violations (e.g. toilet in front yard, junk vehicles in rear yard, construction debris, and unused materials), as well as siding being replaced without a permit
 - b. August 13, 2018 – notified property owner that the City would seek an administrative citation if not allowed a full inspection of the property
 - c. September 20, 2018 – specifically addressing hoop buildings
4. The City received letters from the property owner on:
 - a. September 26, 2018
 - b. October 22, 2018
5. The City corresponded with the applicant via email and has saved copies of said emails.

6. The Property Owner has stated they will not remove the hoop building(s) onsite without being taken to court.
7. The Subject Property has had years of Code Enforcement cases and actions, and City Staff believes this is the only way to gain compliance.

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 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.
- 2) 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.
- 3) 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.
- 4) 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.
- 5) 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.
- 6) 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.
- 7) Upon receipt of a declaratory action from District Court, the City will proceed with City Attorney direction moving the case into Civil Prosecution and/or abatement.

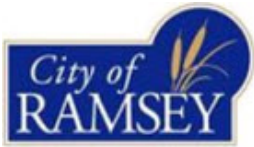
The motion for the adoption of the foregoing resolution was duly seconded by Councilmember _____, and upon vote being taken thereon, the following voted in favor thereof:

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 28th day of May, 2019.



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

CC Regular Session

7.2.

Meeting Date: 05/28/2019

Submitted For: Tim Gladhill, Community Development

By: Eric Maass, Community Development

Information

Title:

Adopt Resolution #19-096 Establishing the Code Enforcement Action Plan for 15415 St Francis Blvd NW (Case of Kens Repair and Sales) - This item was moved from the Consent Agenda (item 4.12) to be considered as Item 7.02.

Purpose/Background:

The purpose of this case is to provide the City Council with an update and seek direction on the proposed Code Enforcement action plan related to 15415 St. Francis Blvd NW, commonly referred to as Kens Repair and Sales. At this time, the Owner objects to a voluntary site inspection. In order to provide a sufficient recommendation, Staff believes a detailed inspection is required. Since the Owner objects to a voluntary inspection, Staff is requesting authorization for an administrative search warrant at this time. Authorization for the administrative search warrant is the only true action being requested as part of this case. Other actions are listed as future action items.

Following an initial meeting with the Owner, the Owner has stated the following.

1. Owner no longer desires to allow a voluntary site inspection.
2. Owner has offered to fence and place gravel storage/parking surface on area identified as "The Hill" in the attached exhibits.
3. Owner desires to continue to store vehicles behind the barn, near a wetland (comingled with horses on the property).
4. Owner agrees to no longer store or display items on southern half of property (previously cleaned up).
5. Staff has become aware of a potential individual living in an RV on the property (not allowed by Zoning Code; unclear if any violations of Building/Property Maintenance Code/wastewater disposal).

Notification:

The property owner is aware that the City is actively working on this code enforcement case. A meeting between the Property Owner and City Staff occurred on Monday, April 29th, 2019.

Observations/Alternatives:

Alleged onsite violations include the unlawful expansion of a lawful nonconforming use. The City has been working on and off with the property owner regarding the suspected expansion of the lawful nonconforming use since the early 1990's. Provided with this case are historic photos which show the extent of the business dating back to 1977. The City of Ramsey incorporated in 1974.

There is disagreement between City Staff and the property owner as it relates to the area of the property referred to as "The Hill" and whether or not that area could be used in connection to the business. The property owner has offered to put down gravel and fence in the area to provide screening. Staff believes the use of this area would be an expansion of the lawful nonconforming use and would require a conditional use permit. Staff is concerned that the

fenced area would still be largely visible to the public right of way and that vehicles stored in this area would still be visible. Staff is seeking City Council direction as it relates to the area referred to as "The Hill" and whether or not it should be brought forward as an area that can be used in connection to the business.

Staff believes it is clear that all vehicles, vehicle parts and equipment currently stored down by "The Pond" which is north of the barns need to be removed as they are an unlawful expansion and the storage of vehicles in this area is a violation and also poses a potential hazard to natural resources due to its proximity to wetlands.

In summary, Staff has flagged these priority issues.

1. Storage of inoperable vehicles for purposes of dismantling for parts, and sending remnant of vehicle for destruction and disposal.
2. Storage of vehicles near wetland/pond.
3. Use of RV as dwelling unit.

Due to the sheer size of the property City Staff is not able to accurately document specific violations in their entirety and for that reason have proposed the following code enforcement action plan.

Process:

The City Council is asked to grant 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: 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. 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.

Future Steps:

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.

Staff recommends this violation comes from 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. 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 Second Notice of Violation.

If after fourteen (14) days following the issuance of the Second Notice of Violation, City Code violations are still present, City Staff shall seek a declaratory action with the District Court with the assistance of the City Attorney. Upon receipt of a declaratory action from District Court, the City will proceed with City Attorney direction moving the case into Civil Prosecution and/or abatement.

Funding Source:

This case is being handled as part of staffs regular duties.

Recommendation:

Staff recommends adoption of Resolution #19-096 establishing the Code Enforcement Action Plan for 15415 St Francis Blvd NW.

Action:

Motion to adopt Resolution #19-096 establishing the Code Enforcement Action Plan for 15415 St Francis Blvd NW.

Attachments

Resolution #19-096

Aerials from 1977, 1985, and 1997

Aerials from 2006, 2011, 2014, 2016, 2017

Kens Repair and Sales Lawful Nonconforming Use Exhibit

Form Review

Inbox	Reviewed By	Date
Tim Gladhill	Tim Gladhill	05/23/2019 01:39 PM
Kurt Ulrich	Kurt Ulrich	05/23/2019 01:56 PM
Form Started By: Eric Maass		Started On: 04/30/2019 02:21 PM
Final Approval Date: 06/17/2019		

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

RESOLUTION #19-096

A RESOLUTION APPROVING CODE ENFORCEMENT ACTION PLAN FOR 15415 ST. FRANCIS BLVD NW COMMONLY KNOWN AS KEN'S REPAIR AND SALES:

WHEREAS, Ken's Repair and Sales, Inc. (the "Business") is operating on the property generally known as 15415 St. Francis Blvd NW and legally described as follows:

UNPLATTED CITY OF RAMSEY THAT PART OF THE SW1/4 OF SEC 24-32-25 IN ANOKA CNTY, MN DESC ASFOL-BEG AT THE SE CORNER OF SAID SW1/4 OF NW1/4-TH N 0 DEG 18 MIN 42 SEC E ON THE E LINE OF SAID SW1/4 OF NW1/4 A DIST OF 1491.56 FT-TH S 83 DEG 00 MIN 01 SEC W A DIST OF 991.96 FT TO THE CENTER LINE OF STATE TRK HWY NO 47 AS IT IS NOW LAID OUT & TRAVELLED-TH S 21 DEG 59 MIN 59 SEC E ALONG SAID CENTER LINE A DIST OF 1603.56 FT TO THE S LINE OF SAID SW1/4 OF NW1/4-TH E ON SAID S LINE A DIST OF 386.52 FT TO THE POINT OF BEG(SUBJ TO EASEFOR ROAD PURP OVER THE WLY 33 FT & THE S 33 FT OF THE ABOVE DE STRACT)

("Subject Property"); and

WHEREAS, the Subject Property has a split zoning with the northern two-thirds (approximately) being zoned R-2 Residential (Medium Density) and the southern one-third (approximately) zoned B-1 Business District; and

WHEREAS, the Subject Property is approximately 20.95 acres in size; and

WHEREAS, the Business, commonly known as Ken's Repair and Sales, has been in operation prior to the City's incorporation and formal adoption of zoning authority; and

WHEREAS, the City acknowledges that certain lawful non-conforming rights related to motor vehicle repair and sales are applicable; however, the 'footprint' of the lawful non-conforming use appears to have expanded based on historic aerials; and

WHEREAS, there are documented City Code violations dating back to the 1990s, with notices of violation regarding multiple issues, including motor vehicle sales, inoperable vehicles, debris, expansion of a lawful non-conforming use, and temporary signs, being sent out in 1996, 1998, 1999, 2002, 2009, 2010, 2011, 2012, 2018; and

WHEREAS, the City has a library of photos from past violations and historical aerial photos that demonstrate there have been past clean-up efforts; and

WHEREAS, City Staff received a letter from an attorney representing the property about the Subject Property on October 1, 2009 in response to a September 21, 2009 Notice of Violation

disputing the violations and claiming the Business was a fully protected as lawful non-conforming; and

WHEREAS, in 2010, via a City Council Work Session, Staff provided an update to the City Council regarding the Subject Property, which eventually led to the last major clean-up of violations; and

WHEREAS, in 2018, the City received additional complaints regarding the status and use of the Subject Property and verified that in addition to motor vehicle sales and repair, rentals were now also being offered; and

WHEREAS, motor vehicle and equipment rental is an illegal use within both zoning districts on the Subject Property; and

WHEREAS, most recently, the City sent notices of violation to the Property on July 11, 2018 and July 26, 2018 regarding off-street parking, inoperable vehicles, expansion of lawful non-conforming use, and debris; and

WHEREAS, City Staff has followed up with the Subject Property's Attorney, on October 3, 2018 and October 25, 2018 in an attempt to cooperatively work through these violations and identify an agreed upon footprint for the lawful non-conforming use; and

WHEREAS, in reviewing historical aerial photos of the Subject Property, it seems apparent that much of the area utilized by the Business extends beyond what would be considered the footprint of the lawful non-conforming use; and

WHEREAS, the Property Owner indicated that dismantling of vehicles is taking place on the property and that vehicle parts are being stored in box trucks parked on the property which is not permitted to take place; and

WHEREAS, it is suspected that an RV on the Property is being use as a residence which is not a permitted use; and

WHEREAS, an administrative search warrant is necessary to completely and accurately document all current City Code violations on the Subject Property; and

WHEREAS, upon receipt of an administrative search warrant, City Staff will complete an inspection of the Subject Property, document all existing City Code violations, and initiate the City Council approved process for code enforcement; and

FINDINGS OF FACT

1. That the Property Owner indicated that dismantling of vehicles is taking place on the property and that vehicle parts are being stored in box trucks parked on the property.

2. That the City recognizes the lawful non conforming rights on the property and understands those rights to be limited to the area identified in Exhibit A.
3. That any currently licensed and operable motor vehicles or items related to the Business are limited to the area identified within Exhibit A.
4. That any motor vehicles or items related to the Business that are outside of the area identified within Exhibit A are subject to code enforcement action, up to and including abatement.

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 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.

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 28th day of May, 2019.

CITY OF RAMSEY:

By: _____
Mayor

By: _____
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:

KENS REPAIR AND SALES
- LAWFUL NONCONFORMING USE
AREAS



LEGEND

- Operations Allowed
- Operations Not Allowed
- Policy Guidance Required





APPROX.
SCALE
1" = 200'



N
 ANOKA COUNTY SURVEYOR
 W E
 S
 APPROX SCALE 1"=200'

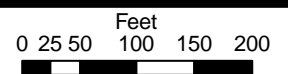


APPROX
SCALE
1"=200'

2006 Aerial



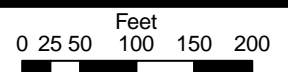
LOGIS, Hennepin County



2011 Aerial



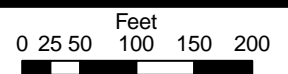
LOGS, Hennepin County



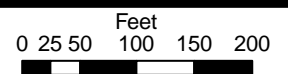
2014 Aerial



RA_City_Cadastre_AN_Aerial_2014_LOGIS



2016 Aerial





2017 Aerial



5516

5517

15415

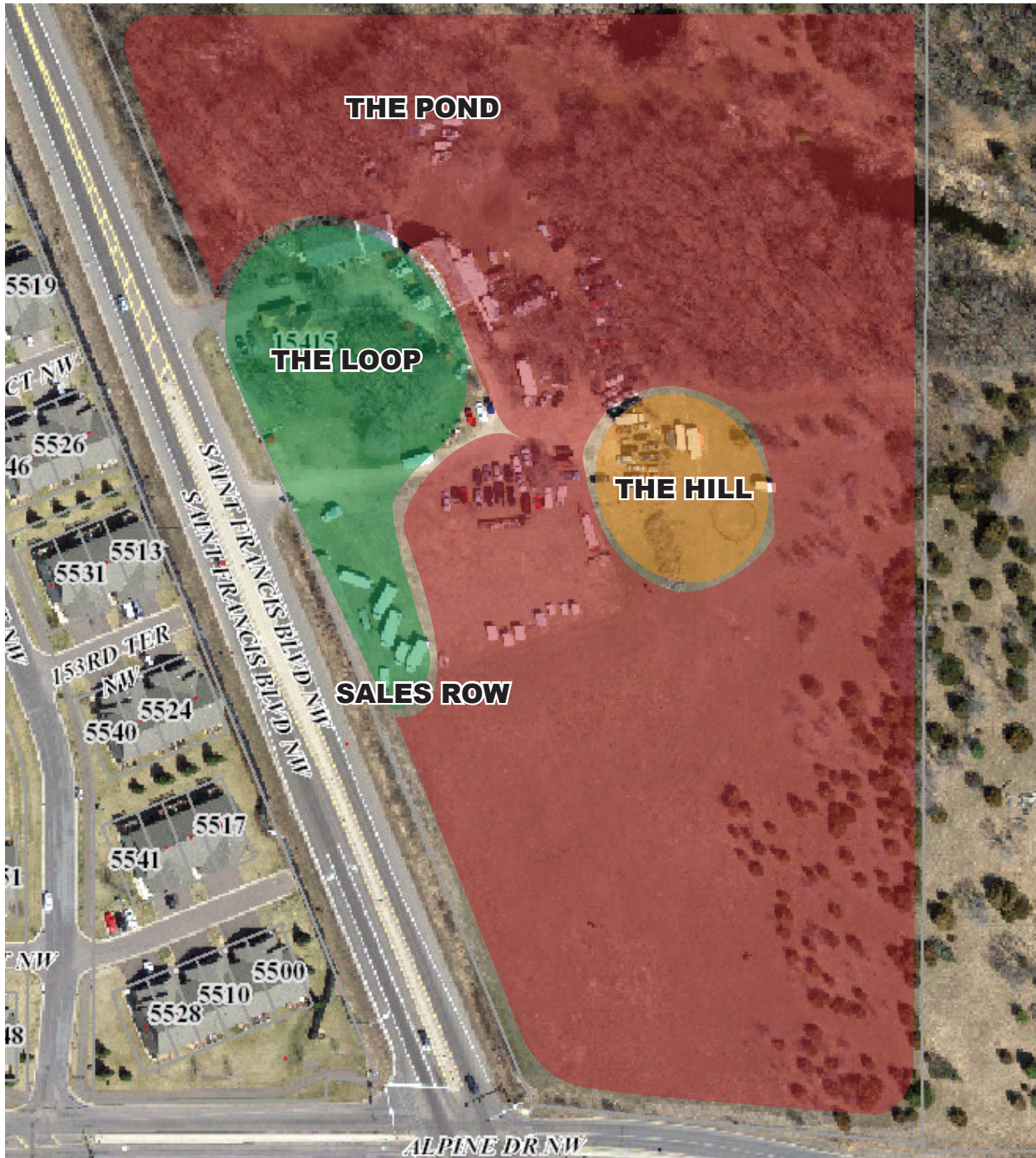
Scale 1:600






Aerial Photo: Flown Spring of 2014



KENS REPAIR AND SALES
- LAWFUL NONCONFORMING USE
AREAS



LEGEND

-  Operations Allowed
-  Operations Not Allowed
-  Policy Guidance Required

CC Regular Session

7.3.

Meeting Date: 05/28/2019

By: Sean Sullivan, Community
Development

Information

Title:

Consider Second Amendment to Purchase Agreement for Greenway Terrace 2; Case of AEON Ramsey 2 LLC (portions may be closed to the public)

Purpose/Background:

Purpose:

Review request to extend/amend purchase agreement for AEON Ramsey 2 LLC to January 13, 2020.

Background:

AEON (Greenway Terrace) constructed a 54 unit affordable housing project that has now opened in the COR. The Developer has entered into a purchase agreement to buy and develop the land adjacent to Phase 1 and complete Phase 2 of the project.

On June 14, 2017, the City of Ramsey entered into a Purchase Agreement to sell Outlot A, Greenway Terrace, to AEON Ramsey 2 LLC for \$123,368. The City received \$10,000 in earnest money which is now non-refundable. The term of the agreement was until October 13, 2018. An option to extend closing for up to two 90 day periods was included in paragraph 17.1 and required deposit of an an additional \$10,000 in non refundable earnest money.

On May 22, 2018, AEON Ramsey 2 LLC and the City of Ramsey executed the Purchase Agreement First Amendment. The City of Ramsey received an additional \$10,000 in non-refundable earnest money. The terms of this agreement state that Closing on the property must occur on or before October 13, 2019. There is no reference to extending the Closing date in the First Amendment.

To date, the City has received \$20,000 in non-refundable earnest money from AEON Ramsey 2 LLC from the original purchase agreement and the first amendment. The City Council is being asked to review the general terms of the Second amendment.

Notification:

N/A

Observations/Alternatives:

On April 18, 2019, AEON sent an email requesting that the City of Ramsey consider another extension/amendment to the Purchase Agreement First Amendment to move the Closing date out to to accomodate for the Minnesota Housing Application process. AEON is submitting a grant application to Minnesota Housing that is due on June 3, 2019 with a preliminary application due on May 17, 2019. The Minnesota Housing application requires that the purchase agreement extend past the award date which is November 21, 2019. The current purchase agreement terminates on October 13, 2019. Further discussion with AEON has indicated that the request for the extension/amendment would be to January 13, 2020 and would include an additional \$10,000 in non-refundable earnest money.

Due to the short request of a 90 day extension, Staff is comfortable recommending the purchase price remain at \$123,368. However, if another extension beyond that date were requested, Staff would recommend opening negotiations, including the land price, earnest money amount and all terms of the purchase agreement. AEON Ramsey 2 LLC is comfortable with the proposed terms.

The Ramsey EDA reviewed this request at the May 9, 2019 EDA meeting and recommends moving forward with the Purchase Agreement Second Amendment.

Funding Source:

This item would be covered under normal staff duties.

Recommendation:

The EDA recommends approving the Second Amendment to the Purchase Agreement with AEON Ramsey 2, LLC to extend the closing date until January 13, 2020, including an additional \$10,000 in non-refundable earnest money. All other terms, including the purchase price are to remain the same.

Action:

Motion to Approve Second Amendment to the Purchase Agreement with AEON Ramsey 2, LLC, subject to approval by the City Attorney as to legal form.

Attachments

ORIGINAL - PA AEON Ramsey 2 LLC

CURRENT - PA AEON Ramsey 2 LLC First Amendment

PROPOSED/REQUEST - PA AEON Ramsey 2 LLC Second Amendment

Form Review

Inbox

Sean Sullivan (Originator)
Tim Gladhill
Form Started By: Sean Sullivan
Final Approval Date: 05/23/2019

Reviewed By

Sean Sullivan
Tim Gladhill

Date

05/23/2019 03:42 PM
05/23/2019 03:49 PM
Started On: 05/23/2019 01:28 PM

PURCHASE AGREEMENT

THIS PURCHASE AGREEMENT (“Agreement”) is made and entered into effective as of June 13, 2017 (the “Effective Date”) by and between AEON RAMSEY 2 LLC, a Minnesota nonprofit corporation, its successors and/or assigns (“Buyer”), and the CITY OF RAMSEY, MINNESOTA, a Minnesota municipal corporation (“Seller”).

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

1. Capitalized Terms and Other Key Terms. Capitalized terms used in this Agreement that are not otherwise defined herein shall have the meanings assigned to such terms as set forth on Exhibit A hereto, which is hereby incorporated by reference.
2. Sale of Property. Seller agrees to sell to Buyer, and Buyer agrees to buy from Seller, the Property, upon and subject to the terms, conditions, and limitations herein contained.
3. Purchase Price and Manner of Payment. The Purchase Price shall be payable by Buyer to Seller as follows:
 - 3.1 Earnest Money Deposit. Within ten (10) business days following the Effective Date, Buyer shall deposit the Earnest Money in the form of cash with the Title Company and such funds shall be held and disbursed pursuant to the Escrow Agreement and this Agreement; provided, however, that if there are any inconsistent terms between the Escrow Agreement and this Agreement, the terms of this Agreement shall control. Except as otherwise provided herein, the Earnest Money shall be credited against the Purchase Price at the Closing.
 - 3.2 Balance of Purchase Price. The balance of the Purchase Price, as increased or decreased by any and all other adjustments set forth in this Agreement, shall be paid by wire transfer of immediately available funds at the Closing.
4. Inspection Period.
 - 4.1 Buyer acknowledges that it received the documents set forth in Exhibit C, if any, and previously inspected the Property as part of its purchase from the Seller of the adjoining property.
 - 4.2 Upon the completion of its activities on the Property, Buyer shall remove any debris resulting from such activities and shall restore the Property to the condition it was in prior to the commencement of such activities.

- 4.3 Buyer shall indemnify, hold harmless and defend the Seller from and against all Claims arising out of, resulting from or relating to any loss of (or damage to) any property or business or any injury to (or death of) any person, where such loss, damage, injury, or death actually or allegedly arises (whether directly or indirectly, wholly or in part) from: (a) any action or omission of Buyer (or its employees, agents, or contractors) while on the Property pursuant to this Section; or (b) the exercise by buyer (or its employees, agents, or contractors) of the permission granted by this Section; or (c) the release of any Hazardous Substance (as defined below) resulting (directly or indirectly, wholly or in part) from any action or omission of Buyer (or its employees, agents, or contractors) while on the Property.
- 4.4 Buyer (and its employees, agents, and contractors) shall comply with all applicable laws while on the Property.
- 4.5 Buyer will not commence any environmental testing until its work plan for such testing has been approved in writing by Seller, which approval shall not be unreasonably withheld, conditioned or delayed. Buyer will provide Seller with complete copies of the test data and test reports as soon as they are available to Buyer.
- 4.6 The cost of any test or additional survey work will be borne solely by Buyer.
- 4.7 Seller agrees not to negotiate with any third parties for the sale of the Property unless Buyer and Seller in writing terminate this Agreement.

5. Title Examination.

5.1 Unless otherwise agreed to by the Parties, the Escrow Agent shall be the Title Company for this transaction. Buyer acknowledges having received a title commitment and obtained a survey for the Property as part of its purchase from the Seller of the adjoining property. Buyer has [no objections] to the Title Commitment or the Survey.

5.2 Left blank intentionally.

5.3 Left blank intentionally.

6. Buyer's Contingencies. The obligations of Buyer under this Agreement are contingent upon each of the following:

6.1 Representations, Warranties, and Covenants. The representations, warranties, and covenants of Seller contained in this Agreement must be true as of the Effective Date and on the Closing Date as if made on the Closing Date.

6.2 Title. Title to the Property shall have been found acceptable, or been made acceptable.

6.3 Left blank intentionally.

- 6.4 Document Review. Buyer shall have determined, on or before the expiration of the Inspection Period, that it is satisfied with its review and analysis of any contracts related to the Property.
- 6.5 Government Approvals. Buyer shall have obtained on or before the Closing Date all final approvals from all Governmental Authorities necessary in Buyer's judgment to make the use of the Property which Buyer intends.
- 6.6 Financing. Buyer shall have received, on or before the Closing Date, the proceeds of financing necessary and sufficient, in Buyer's sole discretion, to complete the purchase of the Property and to implement Buyer's planned use of the Property, including, but not limited to, an award of Low Income Housing Tax Credits and gap funding from the Minnesota Housing Finance Agency in an amount and under terms acceptable to Buyer to facilitate the development of the Property as intended by Buyer.

Buyer shall inform Seller when the contingencies have been satisfied.

Buyer may terminate this Agreement by written notice to Seller on or before the last day of the applicable periods as specified above, but no later than November 01, 2017. Upon termination of this Agreement for failure to satisfy one of Buyer's contingencies set forth in this Section 6, neither party will have any further rights or obligations regarding this Agreement or the Property and if the termination occurs prior to the Inspection Period, the Earnest Money shall be returned to Buyer. If this Agreement is terminated by Buyer after the Inspection Period, other than as a result of Seller's default, Seller shall retain the Earnest Money. All the contingencies are specifically for the benefit of Buyer, and Buyer shall have the right to waive any contingency by written notice to Seller.

7. Seller's Contingency. The obligations of Seller under this Agreement are contingent upon the representations, warranties, and covenants of Buyer contained in this Agreement being true as of the Effective Date and as of the Closing Date.

- 7.1 Government Approvals. Buyer shall have obtained on or before the Closing Date all final approvals from all Governmental Authorities necessary to make the use of the Property; including: an approved final plat, approved development agreement, and approved architectural design renderings.

8. Closing. The Closing shall occur on the Closing Date. The Closing shall take place at a location mutually agreeable to Seller and Buyer. Seller agrees to deliver possession of the Property to Buyer on the Closing Date.

- 8.1 Seller's Closing Documents. On the Closing Date, Seller shall execute and deliver to Buyer the following documents (collectively, the "Seller's Closing Documents"), all in form and content reasonably satisfactory to Buyer:

- 8.1.1 The Deed.

- 8.1.2 The Closing Statement.

- 8.1.3 A non-foreign affidavit, properly executed, containing such information as is required by Code Section 1445(b)(2) and the regulations promulgated thereunder.
 - 8.1.4 Any executed documents that may be required in the State or other jurisdiction where the Property is located in order for the Deed to be recorded properly on the Closing Date.
 - 8.1.5 All other documents determined by Buyer or the Title Company to be necessary to transfer the Property to Buyer free and clear of all encumbrances other than the Permitted Encumbrances.
- 8.2 Buyer's Closing Documents. On the Closing Date, Buyer will execute and deliver to Seller the following (collectively, the "Buyer's Closing Documents"):
 - 8.2.1 The funds representing the remaining portion of the Purchase Price due hereunder, subject to any adjustments and/or prorations required hereunder.
 - 8.2.2 The Closing Statement.
- 9. Prorations. Seller and Buyer agree to the following prorations and allocation of costs regarding this Agreement:
 - 9.1 Title Insurance and Closing Fee. Seller will pay all costs of the issuance of the Title Commitment and the fees charged by the Title Company for any escrow required regarding Buyer's Title Objections. Buyer will pay all additional premiums required for the issuance of any lender's and owner's Title Policies and any endorsements requested by Buyer that are not necessary to cure Title Objections as provided in Section 5 of this Agreement. Seller and Buyer will each pay one-half (1/2) of any closing fee or charge imposed by any closing agent or by the Title Company.
 - 9.2 Real Estate Taxes and Special Assessments. All real estate taxes payable in the years prior to the year in which the Closing occurs, any deferred taxes, and any and all and pending special assessments (regardless of when such assessments are due) shall be paid by Seller at the Closing. Real estate taxes payable in the year in which Closing occurs shall be prorated between Buyer and Seller based upon the Closing Date.
 - 9.3 Recording Fees. Seller will pay any recording fees in connection with the release of all mortgages, liens and encumbrances and security interests against the Property that are not being assumed by Buyer. Seller shall also pay any deed tax due in connection with the sale of the Property pursuant to applicable State statutes. Buyer shall pay the recording fee in connection with the recording of the Deed.

- 9.4 Funds. Any account balances or other funds connected to the Property shall be retained by Seller.
- 9.5 Other Costs. All other operating costs of the Property shall be prorated between Seller and Buyer as of the Closing Date so that Seller pays that portion of operating costs payable before the Closing Date, and Buyer pays that part of operating costs payable from and after the Closing Date.
- 9.6 Attorneys' Fees. Each of the parties will pay its own attorney's fees, except that a party defaulting under this Agreement or any document referenced in this Agreement will pay the reasonable attorneys' fees and court costs incurred by the nondefaulting party to enforce its rights hereunder.
10. Seller's Covenants During Executory Period. During the Executory Period, Seller covenants to comply with the following conditions:
- 10.1 Left blank intentionally.
- 10.2 Without obtaining the Consent of Buyer, Seller shall refrain (i) from creating any mortgage, easement, lien, pledge or any other encumbrance in any way affecting the Property, (ii) from conveying any interest in the Property, (iii) from entering into any other contracts or agreements pertaining to the Property, except contracts or agreements which are consistent with Buyer's rights hereunder and that may be terminated on or prior to the Closing Date, and/or (iv) agreeing to any change in the property tax status of the Property or deferring any property taxes.
- 10.3 Seller shall refrain from committing any waste or nuisance upon the Property.
- 10.4 Seller shall not market the Property for sale and/or to negotiate with any third parties for the sale of the Property unless Buyer and Seller in writing terminate this Agreement.
- 10.5 Left blank intentionally.
- 10.6 Without the Consent of Buyer, Seller shall not allow any labor to be performed on the Property that could give rise to the filing of a mechanic's lien against any portion of the Property if the costs of such labor are not timely paid.
11. Representations and Warranties of Seller. Seller represents and warrants to Buyer as of the Effective Date and the Closing Date as follows:
- 11.1 Title to Property. Seller has good and marketable, fee simple title to the Property, subject only to the Permitted Encumbrances. The Property constitutes a separate tax parcel eligible for development in accordance with the Regulations without need for further subdivision.
- 11.2 Authority; Consents. Seller represents and warrants to and covenants with Buyer that: (i) Seller is duly organized and has received all requisite authority to transact

business in the State in which the Property is located; (ii) Seller has the power and authority to enter into this Agreement and all of the Seller's Closing Documents signed or to be signed by it; (iii) the execution, delivery and performance of Seller of the Seller's Closing Documents do not conflict with or result in violation of Seller's organizational documents, any judgment, order or decree of any court or arbiter to which Seller is a party, or any local ordinance, or statute, rule, or law of the State; (iv) upon execution, the Seller's Closing Documents will be valid and binding obligations of Seller, and are enforceable in accordance with their terms, subject to applicable bankruptcy, insolvency, reorganization, moratorium, creditor's rights and other similar laws; and (v) the consents of no other parties are required as a condition to the Closing.

- 11.3 Unrecorded Agreements. There are no unrecorded agreements, undertakings or restrictions which affect the Property.
- 11.4 Leases. There are no leases or possessory rights of others regarding the Property.
- 11.5 No Default Notice. Seller has not received notice of a default or breach of any agreement to which Seller is a party, and is not aware of any facts that would result in Seller being in default or breach of any agreement to which it is a party.
- 11.6 Reports. The Reports delivered or to be delivered to Buyer hereunder are correct and complete and, to Seller's actual knowledge, do not contain any false information.
- 11.7 Operations. Seller has received no notice of actual or threatened cancellation or suspension of any utility services at or on the Property, nor has Seller received any notice of any violation of any Regulations. Except as disclosed in the Title Commitment, Seller has received no notice of actual or threatened special assessments or reassessments, condemnation, or eminent domain proceedings with respect to the Property.
- 11.8 Environmental Laws. To Seller's actual knowledge, no Hazardous Substances have been generated, treated, stored, transferred from, released or disposed of, or otherwise placed, deposited in or located on the Property, nor has any activity been undertaken on the Property that would cause or contribute to the Property becoming a treatment, storage or disposal facility within the meaning of, or otherwise bring the Property within the ambit of, any Regulations relating to the protection of the environment. To Seller's actual knowledge, there are no Hazardous Substances in or on the Property that may support a claim or cause of action under any Regulations relating to the protection of the environment. To Seller's actual knowledge, the Property is not now, and never has been, listed on any list of sites contaminated with Hazardous Substances, nor used as landfill, dump, disposal or storage site for Hazardous Substances.

- 11.9 FIRPTA. Seller is not a “foreign person,” “foreign partnership,” “foreign trust,” or “foreign estate,” as those terms are defined in Code Section 1445 and the regulations promulgated thereunder.
- 11.10 No Proceedings. No legal or administrative proceeding is pending or, to Seller’s actual knowledge, threatened (i) against Seller or any of its affiliates which would adversely affect its right to convey the Property to Buyer as contemplated in this Agreement, or (ii) affecting the Property. There are no condemnation or eminent domain proceedings pending or, to Seller’s knowledge, threatened with respect to the Property.
- 11.11 Additional Interests. There are no property interests or other improvements that are owned by Seller and which are necessary or useful for the use and operation of the Property that are not being conveyed pursuant to this Agreement.
- 11.12 Private Sewage Systems; Wells. There are no private sewage systems or wells located on the Property.
- 11.13 Use of Property. To the best of Seller’s knowledge, no methamphetamine production has occurred on the Property.
- 11.14 Unpaid Labor and Materials. Neither Seller nor any other party is indebted for labor or material that might give rise to the filing of notice of mechanic’s lien against any portion of the Property.
- 11.15 No Broker. Seller has not engaged the services of any broker in connection with the sale and purchase contemplated by this Agreement except CBRE, to whom Seller will pay all real estate commissions due and owing no later than the Closing Date.
- 11.16 Property Notice / No Redemption Rights. There exist no outstanding redemption rights in any third parties with respect to all or any portion of the Property and the Seller has given all proper notices and obtained all requisite approvals necessary to sell and convey the Property to the Buyer pursuant to the terms of this Agreement.

Seller will indemnify the Indemnified Parties, against, and will hold each of the Indemnified Parties harmless from, any expenses or damages, including reasonable attorneys’ fees, that the Indemnified Parties incur because of the breach of any of the above representations and warranties. Each of the foregoing representations and warranties shall be deemed remade as of the Closing Date with respect to the Property.

12. Representations and Warranties of Buyer. Buyer represents and warrants to Seller as of the Effective Date and the Closing Date as follows:

- 12.1 Buyer is duly organized or incorporated under the laws of the State of its formation and has received all requisite authority to transact business in the State in which the Property is located.

- 12.2 Buyer has the power and authority to enter into this Agreement and all of the Buyer's Closing Documents signed or to be signed by it.
 - 12.3 Buyer's execution, delivery and performance this Agreement and of the Buyer's Closing Documents do not conflict with or result in violation of Buyer's organizational documents or any judgment, order or decree of any court or arbiter to which Buyer is a party
 - 12.4 Upon execution, the Buyer's Closing Documents will be valid and binding obligations of Buyer, and are enforceable in accordance with their terms, subject to applicable bankruptcy, insolvency, reorganization, moratorium, creditor's rights and other similar laws.
 - 12.5 No consents or approvals from any third parties are required for Buyer to perform its obligations under this Agreement.
 - 12.6 Buyer has not engaged the services of any broker in connection with the sale and purchase contemplated by this Agreement. Buyer is purchasing the Property for an investment with the intent of making a profit.
13. Casualty; Condemnation. If all or any part of the Property is substantially damaged by fire, casualty, the elements, or any other cause, Seller immediately shall give written notice to Buyer, and Buyer shall have the right to terminate this Agreement by giving written notice within thirty (30) days after Buyer receives written notice from Seller of the same. If Buyer shall fail to give notice of termination, then the parties shall proceed to Closing and Seller shall assign to Buyer all rights to insurance proceeds resulting from such event. If eminent domain proceedings are threatened or commenced against all or any portion of the Property, Seller immediately shall give written notice to Buyer, and Buyer shall have the right to terminate this Agreement by giving written notice within thirty (30) days after Buyer receives written notice from Seller of the same. If Buyer shall fail to give notice of termination, then the parties shall proceed to Closing and Seller shall assign to Buyer all rights to appear in and receive any award from such proceedings.
14. Remedies.
- 14.1 If Buyer defaults in its obligation to proceed to the Closing in accordance with the terms of this Agreement and fails to cure such default within ten (10) days after being notified in writing thereof, Seller shall be entitled, as its sole and exclusive remedy, to terminate this Agreement and to retain the Earnest Money as liquidated damages. The parties agree that in the event of default by Buyer, subject to the expiration of the cure period above, Seller's damages will be difficult or impractical to ascertain and the Earnest Money will be deemed to constitute a reasonable estimate of Seller's damages and shall not be deemed to constitute a forfeiture or penalty. Seller shall not have the right to recover any other damages of any kind from Buyer or to obtain other equitable adjustment to the terms of the sale of the Property.

- 14.2 If Seller defaults on any of its material obligations under this Agreement and fails to cure such default within ten (10) days after receiving written notice thereof, Buyer shall be entitled to exercise any remedies available to Buyer at law or equity for a default by Seller hereunder including, without limitation, (i) the immediate return of the Earnest Money, (ii) to apply for and to receive from a court of competent jurisdiction equitable relief by way of specific performance to enforce Seller's performance of the terms of this Agreement, and/or (iii) to seek and recover from Seller damages for nonperformance of this Agreement for all of Buyer's out-of-pocket costs and fees, including without limitation, reasonable attorneys' fees, accountants' fees and other consultants' fees incurred by Buyer in preparing and negotiating this Agreement, preparing for the Closing, obtaining financing commitments, investigating the status, title and condition of the Property, and other similar and reasonable costs and expenses.
- 14.3 If either party hereto shall bring suit against the other to enforce the terms of this Agreement, the losing party shall pay to the prevailing party the prevailing party's cost and expenses (including, without limitation, reasonable attorneys' fees and costs) incurred in enforcing such prevailing party's rights under this Agreement.

15. Miscellaneous.

- 15.1 Construction. This Agreement shall not be construed more strictly against one party than against the other, merely by virtue of the fact that it may have been prepared primarily by counsel for one of the parties, it being recognized that both Buyer and Seller have contributed substantially and materially to the preparation of this Agreement.
- 15.2 Headings. The headings preceding the text of the paragraphs and subparagraphs hereof are inserted solely for convenience of reference and shall not constitute a part of this Agreement, nor shall they affect its meaning, construction or effect.
- 15.3 Further Acts. Each party hereto agrees to do such further acts and execute, deliver, file and record such further documents and instruments as may be reasonably necessary to effectuate, evidence, and record the transactions contemplated by this Agreement.
- 15.4 Severability. The invalidity or unenforceability of any term or terms of this Agreement shall not invalidate, make unenforceable or otherwise affect any other term of this Agreement, and this Agreement shall be construed in all respects as if such invalid or unenforceable provision were omitted, and in such event, the remaining terms of this Agreement shall remain in full force and effect.
- 15.5 Governing Law; Parties in Interest. This Agreement shall be governed by and be construed in accordance with the laws of the State.
- 15.6 Computation of Time. In computing any period of time pursuant to this Agreement, the day of the act or event from which the designated period of time begins to run will not be included. The last day of the period so computed will be included, unless

it is a Saturday, Sunday or legal holiday, in which event the period runs until the end of the next day which is not a Saturday, Sunday or such legal holiday.

- 15.7 Time of the Essence. All times, wherever specified herein for the performance by Seller or Buyer of their respective obligations hereunder, are of the essence of this Agreement.
 - 15.8 Assignment. Neither party shall be entitled to assign or convey any interest in this Agreement to any third party, without first obtaining the prior written consent of the other party. Notwithstanding the foregoing, Buyer shall have the right to assign its interest in this Agreement to an entity affiliated with, or controlled by Buyer, without the consent of Seller; provided, however, that Buyer shall provide Seller with a copy of any such assignment promptly after it has been executed. The parties' rights and obligations under this Agreement shall inure to the benefit of and shall be binding on successors and assigns.
 - 15.9 Notices. All notices and other communications in respect to this Agreement shall be deemed to have been duly given, if in writing and delivered personally or if mailed in a sealed wrapper by United States registered or certified mail, return receipt requested, postage prepaid, or via facsimile, properly addressed to the parties as provided in Exhibit A attached hereto.
 - 15.10 Complete Agreement. This instrument and any exhibits, schedules or addendums attached hereto contain the entire Agreement of the parties, and supersedes all prior negotiations, agreements or understandings, whether oral or in writing. This Agreement may not be changed orally but only by an Agreement in writing signed by the party against whom enforcement of any such waiver, change, modification, extension or discharge is sought.
 - 15.11 Counterparts. This Agreement may be executed in any number of counterparts, each of which shall constitute an original but all of which, taken together, shall constitute but one and the same instrument.
17. Option to Extend.
- 17.1 Option Property. In the event Buyer requests a 90 day extension of the Inspection Period, and the extension is agreed to in writing by Seller, Buyer must deposit an additional \$10,000 Earnest Money with the Escrow Agent. Both the original Earnest Money, and the additional Earnest Money, are nonrefundable immediately, and shall comply with Section 3 of this Agreement. Buyer may be granted two (2) 90-day extensions.

IN WITNESS WHEREOF, Seller and Buyer have executed this Purchase Agreement effective as of the Effective Date.

The City of Ramsey, Minnesota

By: Sarah Strommen Dated: 6/14, 2017
Sarah Strommen, Mayor

By: Kurtis G. Ulrich Dated: 6/14, 2017
Kurtis G. Ulrich
City Administrator

Aeon Ramsey 2, LLC

By: Caroline Horton Dated: June 15, 2017
Caroline Horton
Secretary - Treasurer

EXHIBIT A

Key Terms and Definitions

A. **Definitions.** For purposes of this Agreement, the following capitalized terms shall have the following meanings:

1. "Agreement" shall mean the Purchase Agreement between Buyer and Seller to which this Exhibit is attached.
2. "Buyer" shall have the meaning assigned to such term in the opening paragraph of this Agreement.
3. "Buyer's Closing Documents" shall have the meaning assigned to such term in Section 8.2 of the Agreement.
4. "Closing" shall mean the closing of the purchase and sale of the Property contemplated by this Agreement.
5. "Closing Date" shall mean no later than October 13, 2018.
6. "Closing Statement" means a closing statement prepared by the Title Company to be executed by Seller, Buyer, and the Title Company at the Closing that accurately describes the economic terms of transaction described this Agreement
7. "Code" shall mean the Internal Revenue Code of 1986, as amended.
8. "Consent" means the prior written consent of Buyer, which consent may be withheld in Buyer's sole discretion unless otherwise stated in this Agreement.
9. "Cure Period" has the meaning set forth in Section 5.3.
10. "Deed" shall mean a Limited Warranty Deed conveying the Property to Buyer, free and clear of all encumbrances, except the Permitted Encumbrances, at the Closing.
11. "Earnest Money" means Ten Thousand Dollars (\$10,000), along with any interest or earnings accrued thereon while such funds are held by the Title Company.
12. "Effective Date" shall be as defined in the opening paragraph of this Agreement (June 13, 2017).
13. "Escrow Agreement" shall mean any form of acknowledgement of escrow deposit in the form required by the Title Company upon its receipt of the Earnest Money.
14. "Executory Period" shall mean the period of time from the Effective Date through and including the Closing Date.

16. "Governmental Authority" means any state, federal, local, municipal or other governmental authority, agency, or licensing authority of any kind having jurisdiction over the Property or Seller.
17. "Hazardous Substances" shall mean toxic or hazardous substances or wastes, pollutants or contaminants (including, without limitation, asbestos, urea formaldehyde, the group of organic compounds known as polychlorinated biphenyls, petroleum products including gasoline, fuel oil, crude oil and various constituents of such products, and any hazardous substance as defined in any state, local or federal Regulations relating to the protection of the environment.
18. "Indemnified Parties" means collectively, Buyer, its officers, directors, members, partners, governors, managers, and employees and their respective successors and assigns
19. "Inspection Period" shall mean November 01, 2017; after which, earnest money will become non-refundable.
20. "Land" shall mean the western 59,000 square feet of the parcel described on Exhibit B to this Agreement. The parcel described on Exhibit B shall be updated prior to Closing, including a legal description.
21. "Permitted Encumbrances" means any defects or encumbrances on the Property to which Buyer does not submit a written Title Objection during the Inspection Period, or any defect or encumbrance that is waived by Buyer in accordance with the terms of this Agreement.
22. "Property" shall mean collectively the Land and all rights related thereto, including easements and adjacent street and alleys.
23. "Purchase Price" means \$123,368.00 (\$2.08 per square foot), as the same may be adjusted pursuant to the terms and conditions of this Agreement.
24. "Regulations" means the rules and regulations applicable to the Property or Seller of any Governmental Authority having jurisdiction.
25. "Reports" means all feasibility studies, soil reports, environmental reports, permits, licenses, service contracts, title policies, surveys, and other appraisals, inspections, tests, reports, or studies in the possession or reasonable control of Seller with respect to the Property.
26. "Seller" shall have the meaning assigned to such term in the opening paragraph of this Agreement.
27. "Seller's Closing Documents" shall have the meaning assigned to such term in Section 8.1 of the Agreement.
28. "Seller's Title Notice" shall have the meaning set forth in Section 5.1.
29. "State" shall mean the State of Minnesota.

EXHIBIT B

Legal Description

Outlot A, Ramsey Town Center 7th Addition, Anoka County, Minnesota.

**PURCHASE AGREEMENT
FIRST AMENDMENT**

This is the First Amendment is to the Purchase Agreement by and between AEON RAMSEY 2 LLC, a Minnesota limited liability corporation, and the CITY OF RAMSEY, a Minnesota municipal corporation, with an effective date of June 30, 2017.

Recitals

1. Pursuant to the terms of the Purchase Agreement, the Closing Date is to be no later than October 13, 2018.
2. Buyer seeks an additional year to close on the transaction.
3. Buyer completed its inspection during the Inspection Period, which is expired, and Buyer also completed its examination of title.
4. Seller is willing to extend the Closing Date in exchange for making the existing escrow non-refundable and receiving additional non-refundable escrow, in accordance with the terms set forth below.
5. The outlot that is the subject of the Purchase Agreement was platted, requiring a change in the legal description.

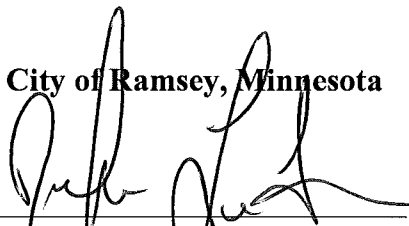
Agreement

In consideration for the mutual promises set forth below, the parties agree as follows:


1. The above recitals are incorporated into the Agreement.
2. The Closing Date is hereby amended to be 30 days after the expiration of the contingencies but no later than October 13, 2019.
3. Buyer acknowledges that the Inspection Period expired on November 1, 2017.
4. Buyer acknowledges that its title examination pursuant to section 5 of the Purchase Agreement is completed.
5. Buyer acknowledges that its contingencies under paragraphs 6.2 (Title), 6.4 (Document Review), 6.5 (Government Approvals) and 6.6 (Financing) of the Purchase Agreement have been satisfied.
6. Notwithstanding section 3 or any other provisions in the Purchase Agreement:

- a. The Earnest Money of \$10,000.00 deposited by Buyer with the Title Company is hereby non-refundable.
 - b. Within three business days of execution of this Amendment, Buyer shall deposit an additional \$10,000.00 of Earnest Money with the Title Company, and said \$10,000.00 is immediately non-refundable.
7. The legal description in Exhibit B is hereby replaced with the following: Outlot A, Greenway Terrace, Anoka County, Minnesota.
 8. All other terms of the Purchase Agreement remain unchanged except to the extent inconsistent with this First Amendment.

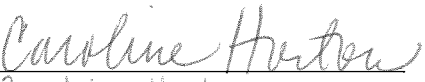
The City of Ramsey, Minnesota

By:  Dated: 5/22/18, 2018

~~Sarah Strommen, Mayor~~
John LeTourneau, Acting Mayor

By:  Dated: 5/16/18, 2018
Kurtis G. Ulrich
City Administrator

Aeon Ramsey 2 LLC

By:  Dated: 5/22/18, 2018
Caroline Horton
Vice President / Treasurer

**PURCHASE AGREEMENT
SECOND AMENDMENT**

This is the First Amendment is to the Purchase Agreement by and between AEON RAMSEY 2 LLC, a Minnesota limited liability corporation, and the CITY OF RAMSEY, a Minnesota municipal corporation, with an effective date of May 28, 2019.

Recitals

1. Pursuant to the terms of the original Purchase Agreement and Purchase Agreement First Amendment, the Closing Date is to be no later than October 13, 2019.
2. Buyer seeks to move the Closing Date to be no later than January 13, 2020.
3. Buyer completed its inspection during the Inspection Period, which is expired, and Buyer also completed its examination of title.
4. Seller is willing to extend the Closing Date in exchange for making the existing escrow non-refundable and receiving additional non-refundable escrow, in accordance with the terms set forth below.
5. The legal description of the subject property in the Purchase Agreement First Amendment is Outlot A, Greenway Terrace, Anoka County Minnesota.

Agreement

In consideration for the mutual promises set forth below, the parties agree as follows:

1. The above recitals are incorporated into the Agreement.
2. The Closing Date is hereby extended from October 13, 2019 to January 13, 2020.
3. Buyer acknowledges that the Inspection Period expired on November 1, 2017.
4. Buyer acknowledges that its title examination pursuant to section 5 of the Purchase Agreement is completed.
5. Buyer acknowledges that its contingencies under paragraphs 6.2 (Title), 6.4 (Document Review), 6.5 (Government Approvals) and 6.6 (Financing) of the Purchase Agreement have been satisfied.
6. Notwithstanding section 3 or any other provisions in the Purchase Agreement:

a. Within three business days of execution of this Amendment, Buyer shall deposit an additional \$10,000.00 of Earnest Money with the Title Company, and said \$10,000.00 is immediately non-refundable.

7. The legal description in Exhibit B of the original Purchase Agreement is hereby replaced with the following: Outlot A, Greenway Terrace, Anoka County, Minnesota.

8. All other terms of the Purchase Agreement and Purchase Agreement First Amendment remain unchanged except to the extent inconsistent with this Second Amendment.

The City of Ramsey, Minnesota

By: _____
John LeTourneau, Mayor

Dated: _____, 2019

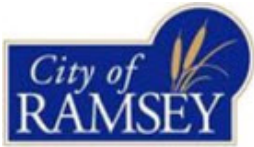
By: _____
Kurtis G. Ulrich
City Administrator

Dated: _____, 2019

Aeon Ramsey 2 LLC

By: _____

Dated: _____, 2019



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

CC Regular Session

7.4.

Meeting Date: 05/28/2019

By: Tim Gladhill, Community Development

Information

Title:

Adopt Resolution #19-131 Acknowledging Receptivity to Livable Communities Funding for Greenway Terrace 2nd Addition; Case of Aeon

Purpose/Background:

The purpose of this case is to indicate the City's receptivity to Aeon obtaining grant funding from the Metropolitan Council for their second phase of the Greenway Terrace project in The COR along Center Street. Aeon successfully completed the first phase of this multifamily project in 2018. This project is fully occupied. The Developer is now attempting to secure funding for their second phase. The Developer has an active Purchase Agreement with the City. The two phases would work in tandem.

The Developer is seeking grant funding through the Minnesota Housing Finance Agency and Metropolitan Council. At this time, there is not a request for financial assistance from the City. Specific to the Metropolitan Council Livable Communities Grant, the grant itself is awarded to the City, not the Developer. The City passes the grant to the Developer.

Notification:

Notification is not required.

Observations/Alternatives:

When approving the first phase of this project, a second phase was always contemplated. Unfortunately, the second phase's initial funding request was not approved. The Developer is making another request for funding to the Minnesota Housing Finance Agency as a primary funding source. As part of the funding package, the Developer is requesting a grant from the Metropolitan Council, requiring City support.

Alternatives

Support the grant application. This does not obligate the City to accept the grant, which will come forward at a later date if awarded. There are no City dollars required at this time. This would allow the project to move forward.

Do not support the grant application. The project will likely not move forward without this grant as part of the funding package, unless a comparable amount came from a different funding source.

Do not support the grant application, but agree to provide this funding through City sources (\$100,000). Staff would prefer utilizing available grant sources in lieu of City dollars, if the Council wishes to advance this project.

Funding Source:

This case is being handled as part of normal Staff duties. The site is currently owned by the City, and will be sold to the Developer. There is not a request for financial assistance from the City at this point.

Recommendation:

Staff recommends authorization to submit receptivity to the Metropolitan Livable Communities Grant on behalf of Aeon for Greenway Terrace 2nd Addition. Although indirectly related and not specifically requested for recommendation on the grant itself, the EDA did recommend approval of the Purchase Agreement related to this project. Additionally, the Planning Commission previously recommended approval of the overall concept plan for both phases of Greenway Terrace.

Action:

Motion to adopt Resolution #19-131 acknowledging receptivity to Livable Communities Grant.

Attachments

[Site Location Map](#)

[Concept Plan](#)

[Receptivity Form](#)

[Resolution #19-131](#)

Form Review

Inbox

Kurt Ulrich

Form Started By: Tim Gladhill

Final Approval Date: 05/23/2019

Reviewed By

Kurt Ulrich

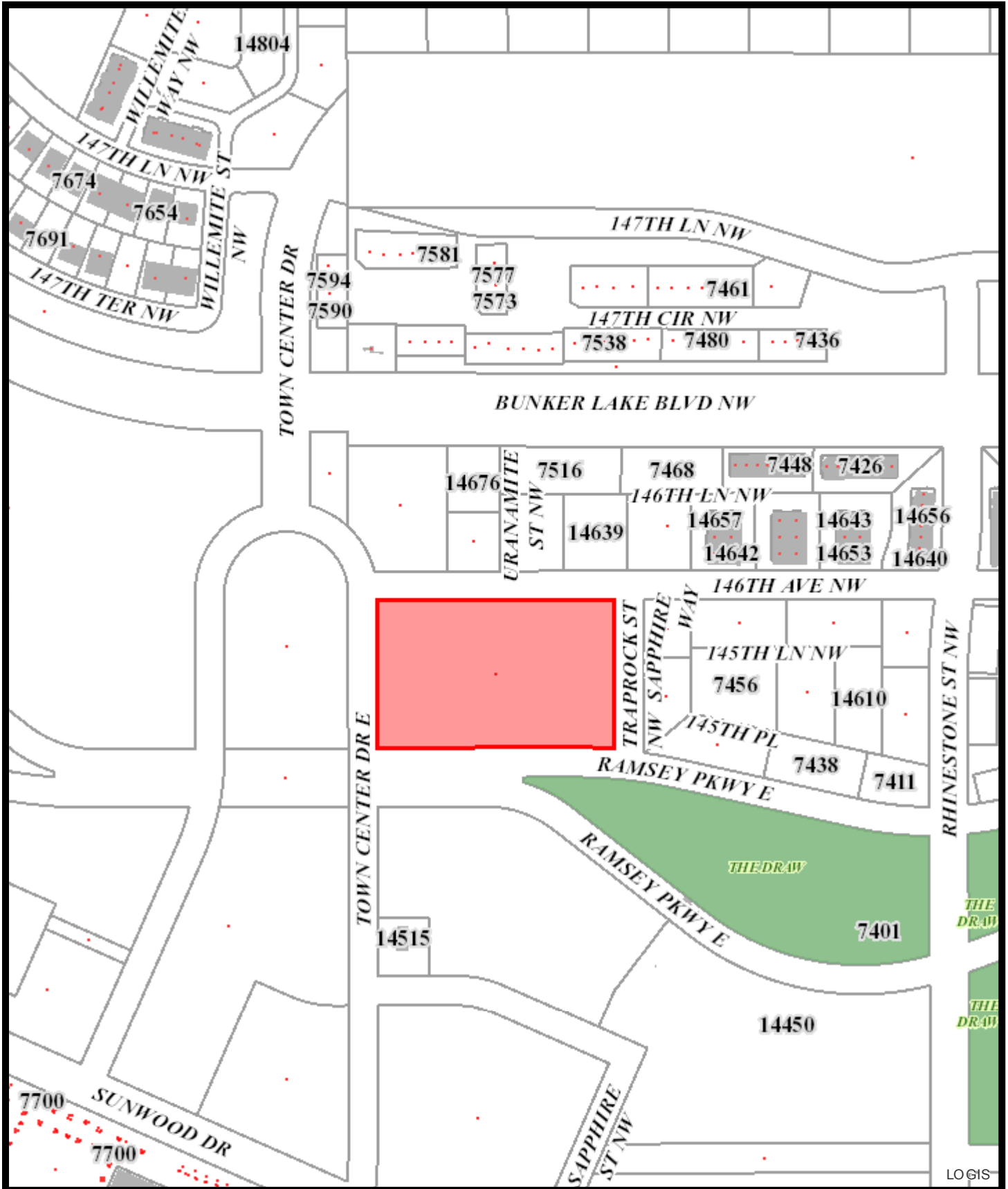
Date

05/23/2019 02:18 PM

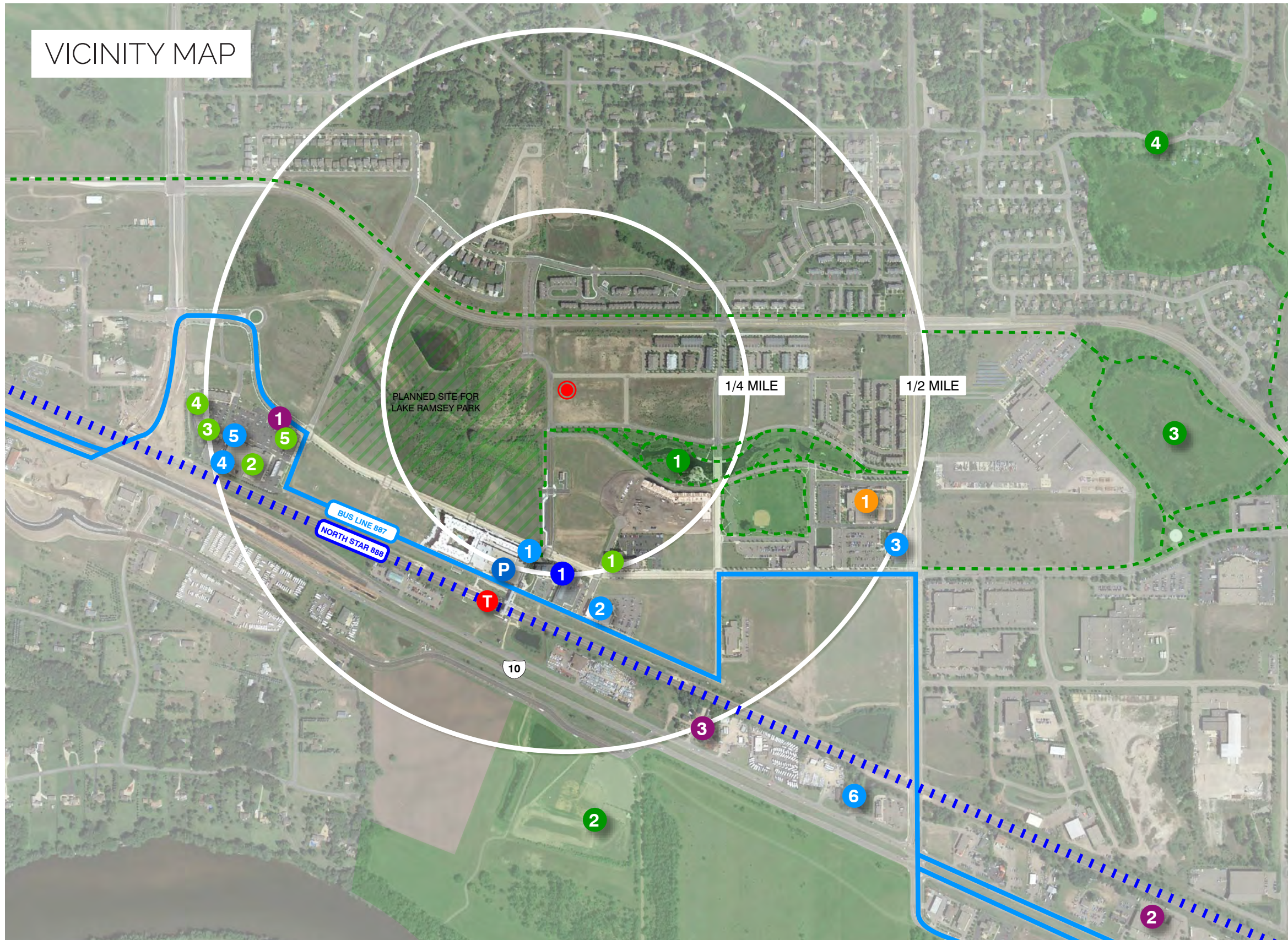
Started On: 05/23/2019 01:43 PM

Site Location Map

Greenway Terrace

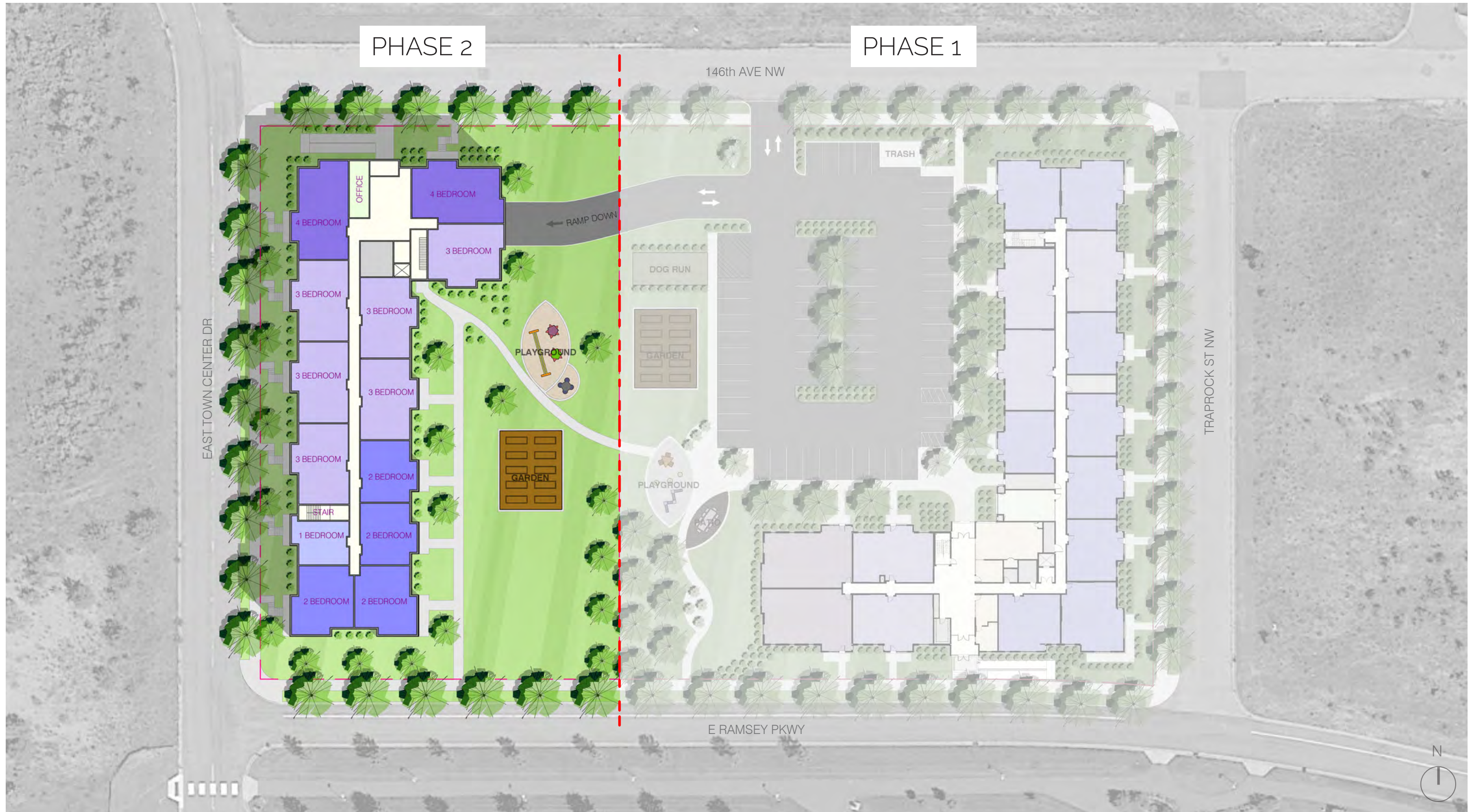


VICINITY MAP

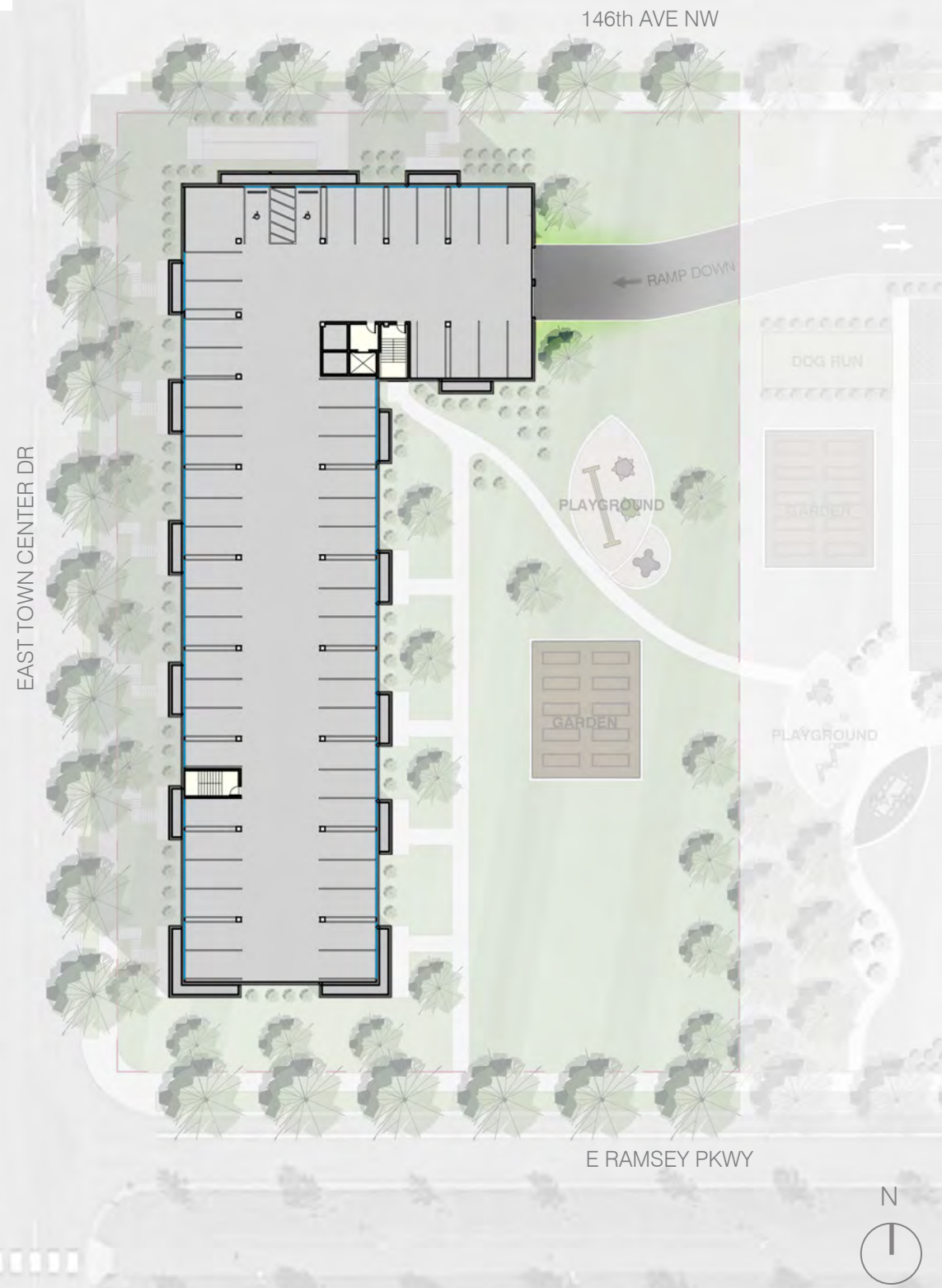


	Miles
P Transit	
1. Veterans Drive & Ramsey Park & Ride.....	0.25
T 2. Ramsey Station & Platform	0.3
● Parks	
1. The Draw	0.0
2. Mississippi West Park.....	0.55
3. Cottonwood Park.....	0.85
4. Pelzer Park.....	0.9
● Education	
1. PACT Charter School.....	0.45
● Civic Facilities	
1. Ramsey City Fire Department	0.26
Ramsey Police Department	0.26
Anoka County License Bureau.....	0.26
● Clinics	
1. Metro Dental Care	0.23
2. Northwest Metro VA Clinic.....	0.32
3. Allina Health Ramsey Clinic.....	0.52
4. Barnett Family Dentistry	0.48
5. Ramsey Eye Clinic.....	0.46
6. Pine Ridge Pet Care	0.69
● Grocery / Dining	
1. The Lunch Box.....	0.25
2. Corborn's Super Store.....	0.42
3. Subway	0.49
4. Caribou.....	0.48
5. Acapulco Restaurant.....	0.37
● Other	
1. Anytime Fitness	0.37
2. YorFit.....	1.1
3. Anoka Ramsey Farm & Garden Center.....	0.51



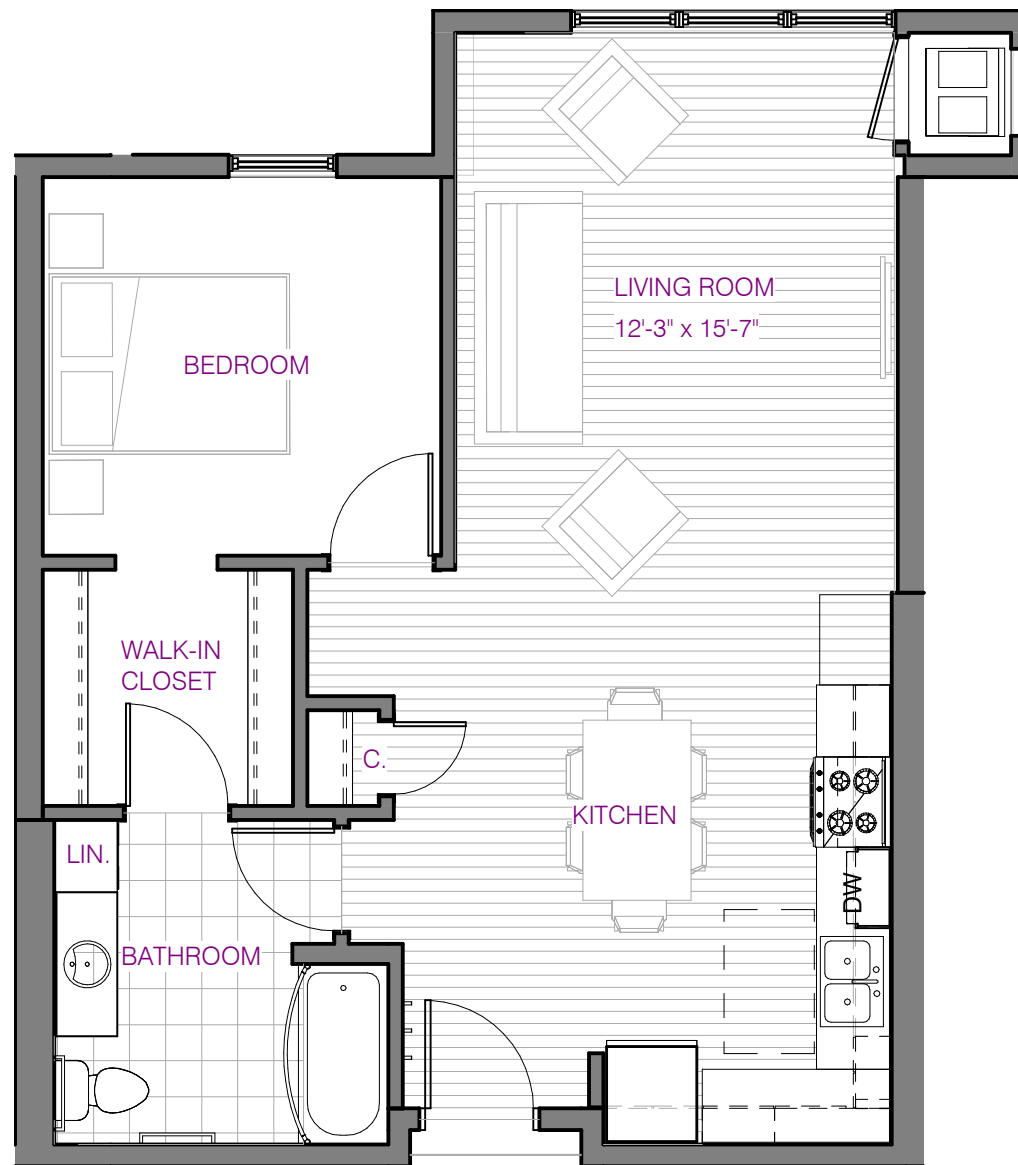


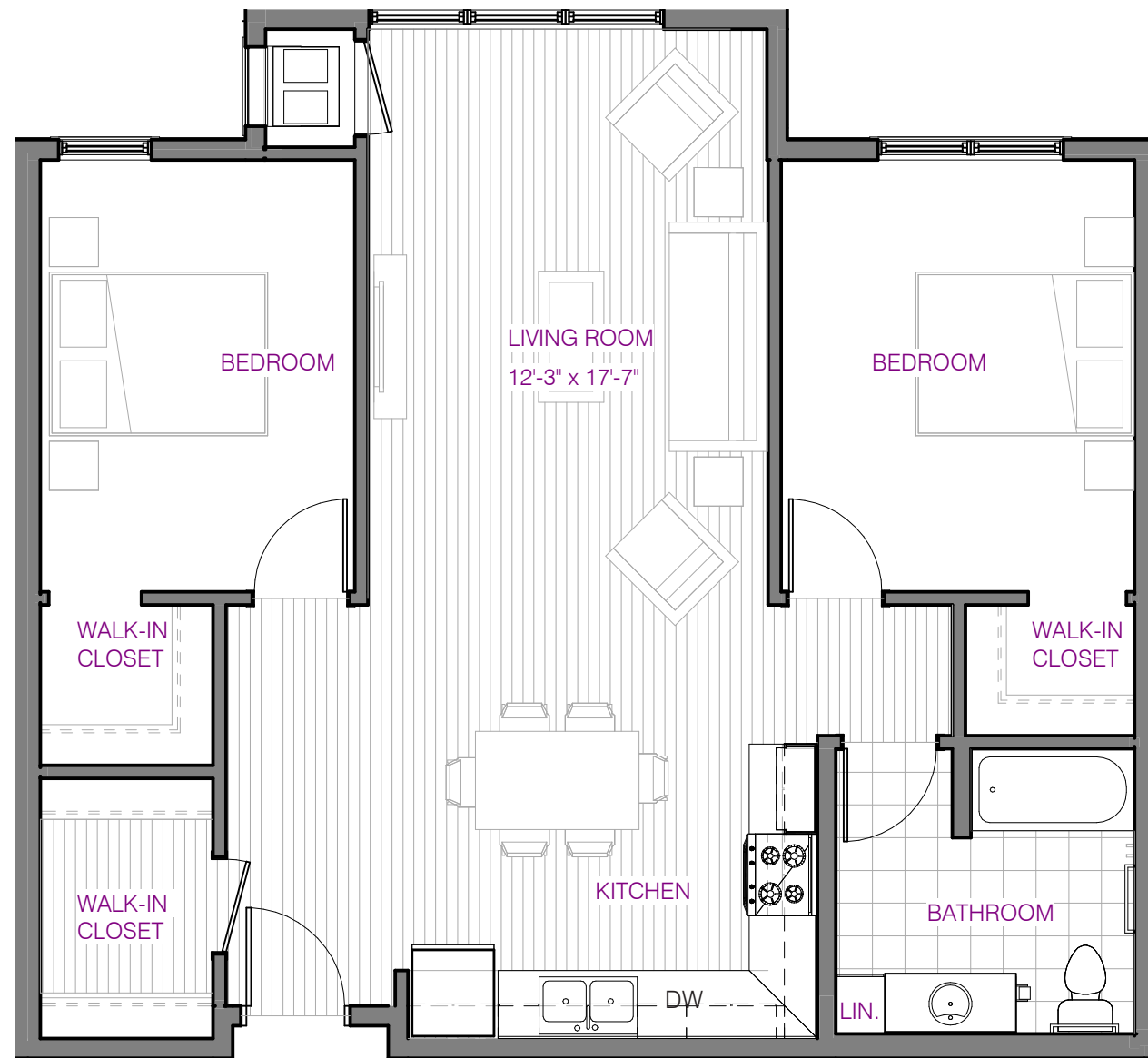
SUBLEVEL 1

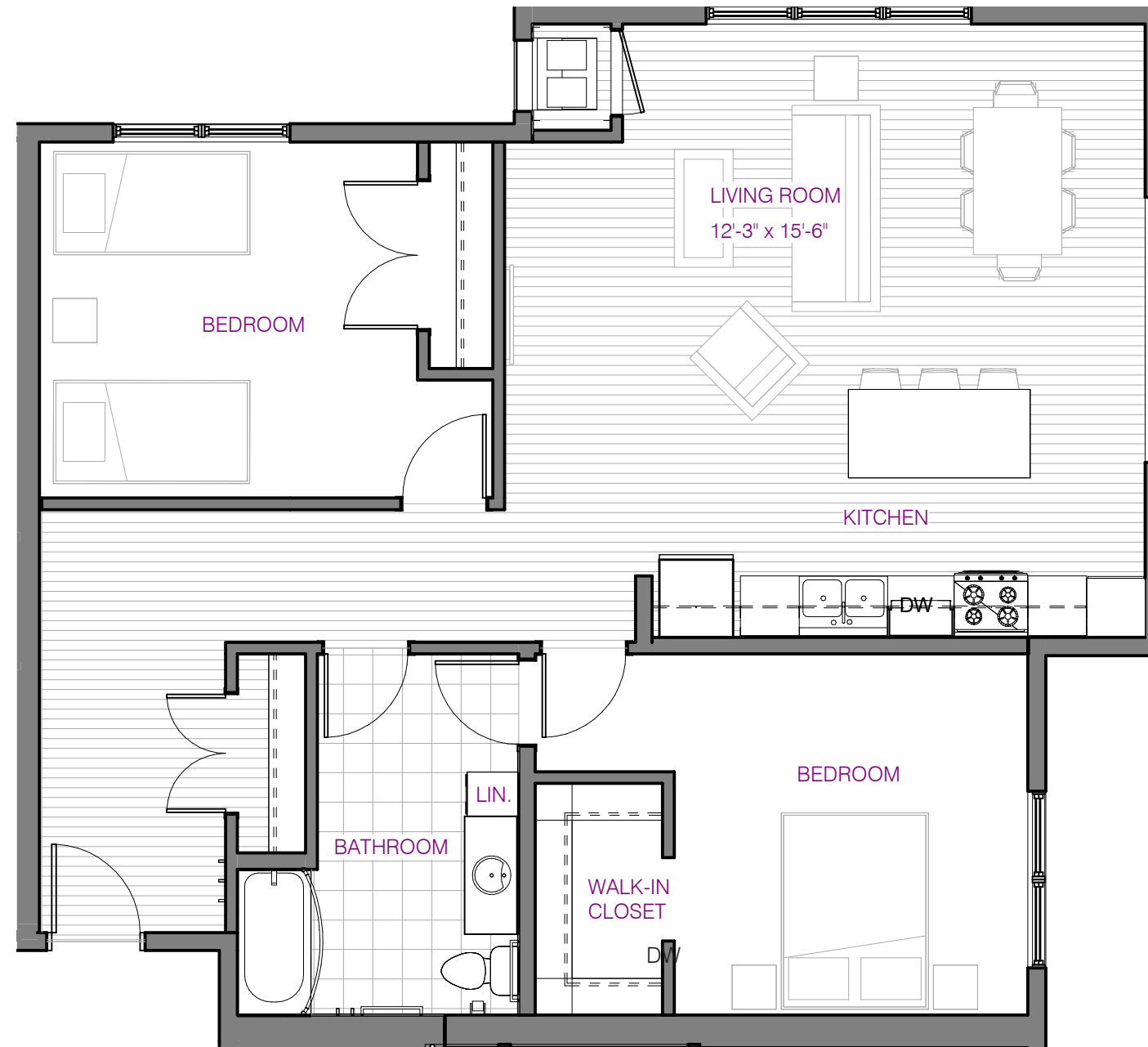


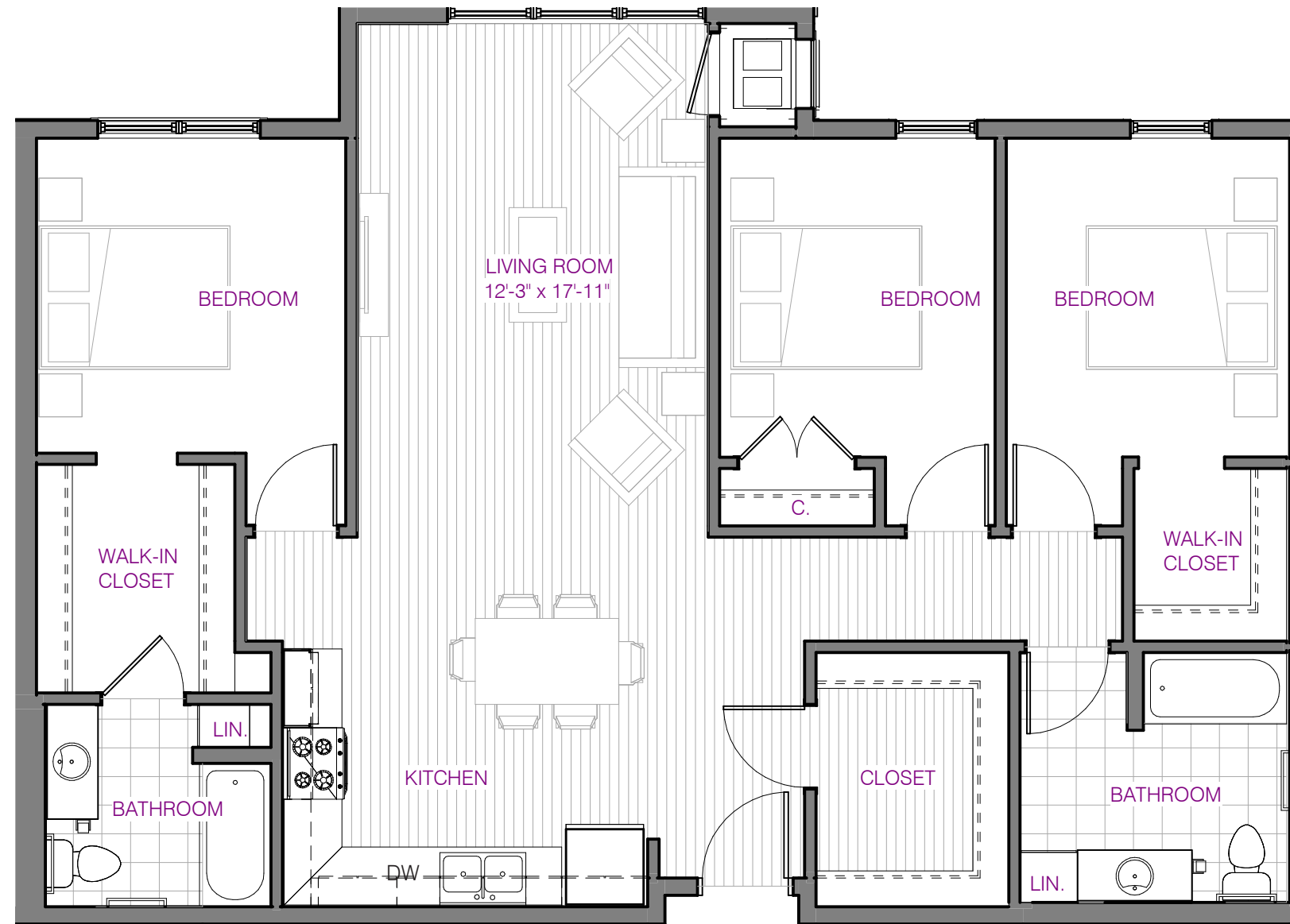
LEVEL 2 - 4

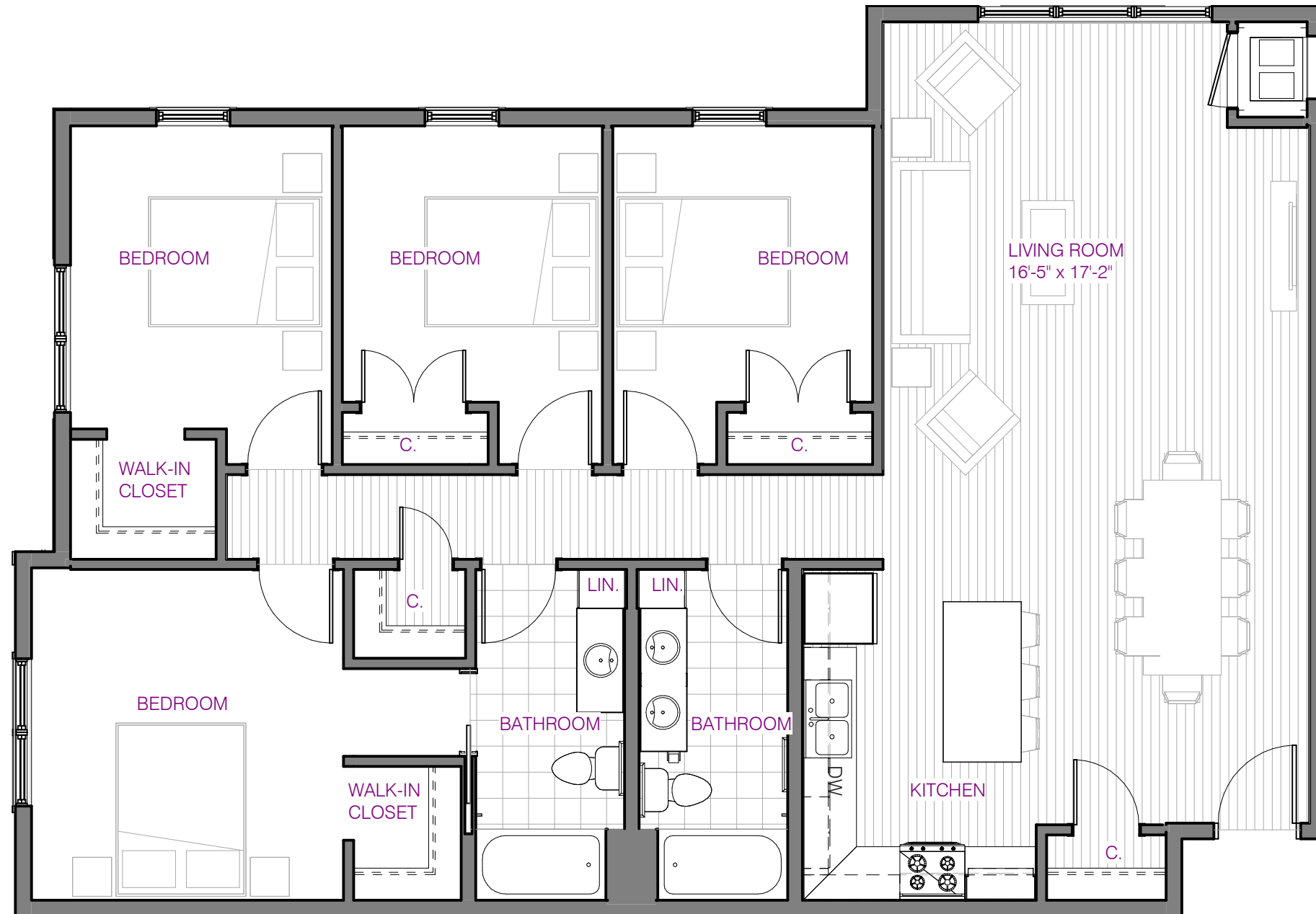




















NORTH ELEVATION



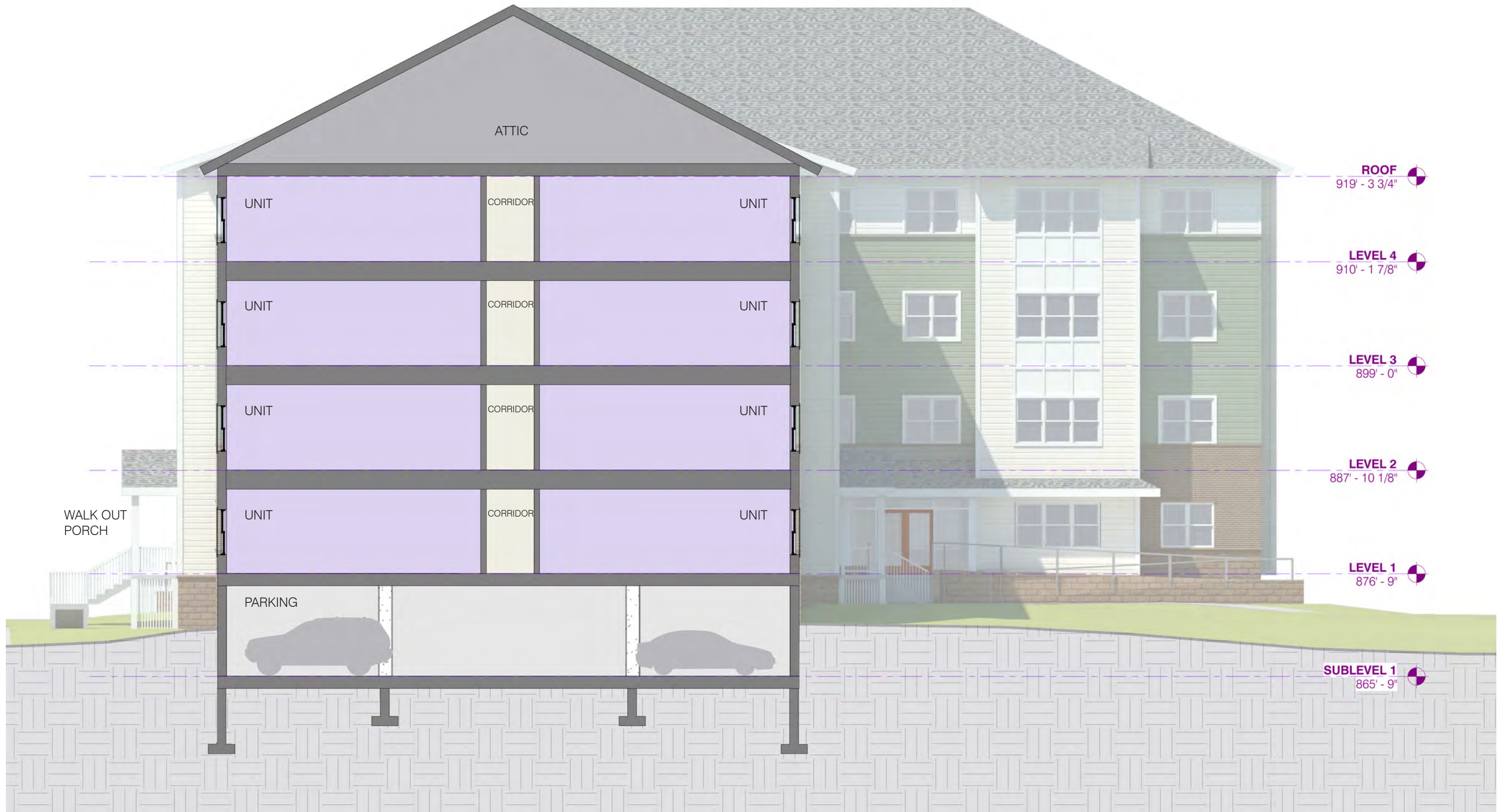
SOUTH ELEVATION



EAST ELEVATION



WEST ELEVATION



Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #19-131

RESOLUTION ACKNOWLEDGING RECEPTIVITY TO METROPOLITAN COUNCIL LIVABLE COMMUNITIES GRANT FUNDING FOR GREENWAY TERRACE 2ND ADDITION

WHEREAS, the first phase of Greenway Terrace, a multifamily workforce housing development, is complete and fully occupied; and

WHEREAS, the second phase of this project is submitting applications for financing, including a grant request to the Metropolitan Council, which requires City support for the application, but does not include a financial request for City funds.

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 acknowledges receptivity to a Metropolitan Council Livable Communities Grant.

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:

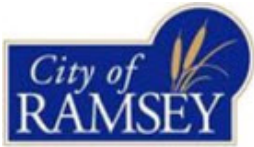
Existing Vacancy

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 28th day of May 2019.

Mayor

ATTEST:

City Clerk



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

CC Regular Session

7.5.

Meeting Date: 05/28/2019

By: Bruce Westby, Engineering/Public Works

Information

Title:

Adopt Resolution #19-125 Authorizing BUILD Grant Application for Highway 10 Ramsey Gateway Improvements

Purpose/Background:

Purpose:

The purpose of this case is to adopt Resolution #19-125 authorizing Staff to utilize Bolton and Menk at a cost not-to-exceed \$15,000 to prepare an application for funding in the maximum amount of \$25,000,000 through the Better Utilizing Investments to Leverage Development (BUILD) grant program for the Ramsey Gateway improvements.

Background:

In September of 2014, the Cities of Ramsey and Anoka, in partnership with the Minnesota Department of Transportation (MnDOT), the Anoka County Highway Department, and the Metropolitan Council, completed the Highway 10 Access Planning Study. This Study included an Implementation Plan that identified 21 proposed improvement projects along the Highway 10 corridor through Anoka and Ramsey. Each of the identified projects were prioritized in the implementation plan as immediate, short-term, mid-term, or opportunity/ development/safety driven projects. On October 28, 2014, the Ramsey City Council adopted the Highway 10 Access Planning Study, thereby supporting the mutual goals and objectives of the various agencies to improving the operations and safety of Highway 10 in balance with local community values.

After the Highway 10 Access Planning Study was completed, the City of Anoka hired Bolton and Menk to develop a City approved design for improvements to Highway 10 through the City of Anoka. This plan, called the Anoka Solution, resulted in \$85 million worth of proposed improvements to Highway 10 including grade-separated intersections at Fair oak Avenue and Thurston Avenue, frontage road connections on both sides of Highway 10, and improvements to the existing grade-separated intersection of Main Street and Highway 10.

By developing this plan, the City of Anoka was able to pursue external funding from numerous sources and recently released a notice that the project is fully funded with construction set for 2022 and 2023.

The City of Elk River was also recently awarded funding for grade-separating the intersections along Highway 169 through the City of Elk River. This means the City of Ramsey will have the only two at-grade signalized intersections on US 10/169 once these projects are complete.

Last year, the City of Ramsey hired Bolton and Menk to develop a City of Ramsey approved plan for improvements to Highway 10 through the City of Ramsey. Staff from the City and Bolton and Menk have since been working with Staff from Anoka County, the Minnesota Department of Transportation, the Federal Highway Agency, and the City of Elk River, to develop a plan for improvements to Highway 10 through the City of Ramsey to increase operations and safety consistent with the Highway 10 Access Planning Study. This plan, called the Ramsey Gateway, proposes grade separation improvements on Highway 10 at the intersections of Sunfish Lake

Boulevard and Ramsey Boulevard, frontage roads on both sides of Highway 10, and grade separation improvements for the Burlington Northern Santa Fe (BNSF) railway crossing of Ramsey Boulevard. Based on the range of options currently being reviewed with the public, the proposed improvements to Highway 10 will cost somewhere between \$90 and \$150 million.

Phase 1 of the Ramsey Gateway plan, the planning phase, will be complete within the next couple of months. Phase 2 of the Ramsey Gateway plan, the design phase, will develop the preliminary design and estimated construction costs based on the approved plan.

To ensure the City of Ramsey is in a position to construct improvements along Highway 10 through Ramsey soon after the cities of Anoka and Elk River complete their improvements, City staff believes it is prudent to begin submitting applications for external funding as soon as possible as the opportunities arise. These opportunities occur at different times of the year so Staff feels it is important to apply early and often to ensure our project can be fully funded within the next several years.

An opportunity currently exists to apply for federal funds through the Better Utilizing Investments to Leverage Development, or “BUILD Transportation grants” program. The Consolidated Appropriations Act of 2019 appropriated \$900 million to be awarded by the Department of Transportation (“DOT”) for National Infrastructure Investments. This appropriation stems from the program funded and implemented pursuant to the American Recovery and Reinvestment Act of 2009 and is known as the BUILD program. Funds for the FY 2019 BUILD Transportation grants program are to be awarded on a competitive basis for surface transportation infrastructure projects that will have a significant local or regional impact. A copy of the Notice of Funding Opportunity is attached.

The BUILD grant program is generally the same program as the previous Transportation Investments Generating Economic Revenue (TIGER) grant program. The 2019 BUILD Transportation grants have a maximum award amount of \$25 million, and no more than \$90 million can be awarded to a single State. Additionally, not more than 50 percent of funds will be awarded to projects located in urban and rural areas, respectively. BUILD Transportation grants may also not be less than \$5 million, except for projects located in rural areas where the minimum award size is \$1 million. All FY 2019 BUILD funds must be expended by September 30, 2026.

Applications must be submitted on-line through Grants.gov by 8:00 PM E.D.T. on July 15, 2019. The City Engineer will submit the application.

Notification:

Notifications are not required for this case.

Observations/Alternatives:

Observations:

Upon City Council authorization to submit an application for the FY 2019 BUILD grant program, Staff will request letters of support from Anoka County, the Minnesota Department of Transportation, and local businesses. Congressional letters of support will also be requested.

In 2017, the City applied for a federal FASTLANE grant. Though the City was unsuccessful with that application, Staff did request an audit of our application and was informed that though the application was unsuccessful the vast majority of applicants are not awarded funds with their first application, and that our chances of award increase each time we submit an application due to increased familiarity with our project.

If the City is unsuccessful in securing funds under the 2019 BUILD program, the application can be re-purposed to apply for future BUILD program funds, or other available funding sources. Such programs include Transportation Economic Development (TED), Corridor Investment Management Strategy (CIMS), Corridors of Commerce (COC), Local Road Improvement Program (LRIP), and the Local Partnership Program (LPP), formerly known as the Cooperative Agreement program.

Alternatives:

Alternative #1 - Adopt Resolution #19-125 authorizing Staff to utilize Bolton and Menk at a cost not-to-exceed \$15,000 to prepare an application for funding in the maximum amount of \$25,000,000 through the BUILD grant program for the proposed Ramsey Gateway improvements.

Alternative #2 - Deny adoption of Resolution #19-125 at this time.

Funding Source:

The current estimated cost for constructing the proposed improvements along the Highway 10 corridor through the City of Ramsey is \$125 million. If the City is successful in obtaining the requested grant funds of \$25,000,000, a local match will be required. Staff is currently working with the Minnesota Department of Transportation and Anoka County to verify proposed funding sources and cost splits. City match funds could come from the Public Improvement Revolving Fund, but any local cost share requests would require future Council approval.

Bolton and Menk, Inc. submitted a proposal to the City of Ramsey for preparing this application at an amount not-to-exceed \$15,000. A copy of the proposal is attached.

City staff submit the application on-line prior to the submittal deadline.

Recommendation:

City staff recommends approving alternate #1 to ensure the City of Ramsey is positioned to complete the Ramsey Gateway improvements as soon as possible.

Action:

Motion to adopt Resolution #19-125 authorizing Staff to utilize Bolton and Menk at a cost not-to-exceed \$15,000 to prepare an application for funding in the maximum amount of \$25,000,000 through the BUILD grant program for the proposed Ramsey Gateway improvements.

Attachments

Resolution 19-125

Bolton Menk BUILD Proposal

BUILD NOFO

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	05/23/2019 04:10 PM
Form Started By: Bruce Westby		Started On: 05/21/2019 12:19 PM
Final Approval Date: 05/23/2019		

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

RESOLUTION #19-125

**RESOLUTION AUTHORIZING BUILD GRANT APPLICATION FOR
HIGHWAY 10 RAMSEY GATEWAY IMPROVEMENTS**

WHEREAS, the existing at-grade intersections on US Highway 10/169 and at-grade railroad crossings of the Burlington Northern Santa Fe (BNSF) railway at Sunfish Lake Boulevard and Ramsey Boulevard are unsafe and result in traffic congestion and mobility issues along US Highway 10/169, Sunfish Lake Boulevard and Ramsey Boulevard; and

WHEREAS, the City of Ramsey proposes to grade-separate US Highway 10/169 at the intersections of Sunfish Lake Boulevard and Ramsey Boulevard, construct frontage roads on both sides of US Highway 10/169, and grade-separate the Burlington Northern Santa Fe (BNSF) railway crossing at Ramsey Boulevard; and

WHEREAS, this improvement project is consistent with the goals and objectives of the Highway 10 Access Planning Study completed in 2014 in partnership between the Minnesota Department of Transportation (MnDOT) and the Anoka County Highway Department, and broadly supported by partnering agencies including the City of Anoka, City of Ramsey, Anoka County, MnDOT, and the Metropolitan Council; and

WHEREAS, the City represents that this project meets the requirements of the Better Utilizing Investments to Leverage Development (BUILD) grant program thereby allowing the project to receive grant funding through the BUILD program in the maximum amount of \$25,000,000; and

WHEREAS, the City has the capability to adequately fund its local cost share for this public improvement project; and

WHEREAS, the City agrees to comply with all applicable laws and regulations as stated in the grant agreement; and

WHEREAS, the City has the necessary capabilities to adequately develop, implement, manage, and maintain this public improvement project.

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 authorizes staff to apply for \$25,000,000 in grant funding from the Better Utilizing Investments to Leverage Development (BUILD) grant program.

2. That the Ramsey City Council hereby authorizes staff to execute the Bolton and Menk, Inc. proposal in an amount not-to-exceed \$15,000 for preparing the BUILD grant application.

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 28th day of May, 2019.

Mayor

ATTEST:

City Clerk



Real People. Real Solutions.

12224 Nicollet Avenue
Burnsville, MN 55337-1649

Ph: (952) 890-0509
Fax: (952) 890-8065
Bolton-Menk.com

May 23, 2018

Mr. Bruce Westby
City Engineer
7550 Sunwood Drive NW
Ramsey, MN 55303

RE: BUILD Grant Application Proposal

Dear Bruce,

We are pleased to present the following proposal to prepare a BUILD Grant Application funding request for the Ramsey Gateway Highway 10 improvements within the City of Ramsey. Upon approval of this proposal, Bolton & Menk will work closely with the City staff to prepare a persuasive funding application that meets the submittal requirements of the BUILD program.

Better Utilizing Investments to Leverage Development (BUILD) Transportation Grant

BUILD Transportation grants replace the pre-existing Transportation Investment Generating Economic Recovery (TIGER) grant program. U.S. DOT has formally announced a Notice of Funding Opportunity (NOFO) to apply for \$900 million in discretionary grant funding through the BUILD program. FY 2019 BUILD Transportation grants are for investments in surface transportation infrastructure and are to be awarded on a competitive basis for projects that will have a significant local or regional impact. BUILD funding can support roads, bridges, transit, rail, ports or intermodal transportation projects.

The deadline for applications to be submitted online on *July 15, 2019*. For this round of BUILD grants, the *maximum grant award is \$25 million*, and not more than \$90 million can be awarded to a single state.

Selection criteria encompass: *safety, economic competitiveness, quality of life, state of good repair, innovation and partnerships with a broad range of stakeholders.*

Bolton & Menk will draft the BUILD Grant Application in partnership with the City. Our team will utilize existing and continually developing study content, our expertise in competitive federal grant programs, and our working relationship with agency stakeholders to guide development of a competitive BUILD application.

Our team will prepare the request and necessary attachments as follows:

- Project narratives
- Project information form
- Cost estimate
- Schedule
- Project layout/ graphics / maps
- Agency resolutions
- Letters of support

Expectations of City Staff

- Online system registration
- Critical review of draft materials
- Assistance / Leadership in obtaining resolutions and letters of support

Ramsey Gateway Existing Phase 1 Scope

- Benefit/Cost analysis


Estimated Consultant Cost = \$12,000 - \$15,000

Estimate of Fees

Bolton & Menk, Inc. has identified a total estimated cost not to exceed \$15,000 to accomplish the services outlined above. Bolton & Menk is excited to have the opportunity to provide these services. If you have any questions, please do not hesitate to call me.

Sincerely,

Bolton & Menk, Inc.



Angie Bersaw AICP.

Principal Transportation Planner

We hereby accept this proposal, subject to the attached "Terms of Proposal", and authorize Bolton & Menk, Inc. to proceed with this work.

Accepted by: _____

Date: _____

Printed Name: _____

**Terms of Proposal
Bolton & Menk, Inc.**

The accompanying Proposal (hereinafter referred to as “Proposal”) is subject to the following terms and conditions. These Terms of Proposal (hereinafter referred to as “Terms”) are an integral part of the Proposal as if stated directly therein. No change or deviation from these Terms will be binding without the written approval of Bolton & Menk, Inc. (BMI). Such changes may require an adjustment in the proposed fee, schedule or scope of the Proposal.

A. Services: BMI proposes to perform the services outlined in the Proposal for the stated fee arrangement. Changes required by the Client or other controlling entities (regulatory agencies, contractors, courts, etc.) from the scope or schedule of services described in the Proposal shall be considered “Additional Services” and will be invoiced on an hourly basis in addition to the stated fee arrangement.

B. Information from Client: Unless otherwise stated, Client agrees to provide BMI with all site information necessary to complete the proposed services. This information should include current site property descriptions (from abstract, title opinion or title commitment); other legal documents affecting the site; copies of previous surveys, maps, engineering studies and plans; existing or required soils and geotechnical reports; governmental, regulatory and utility reviews and determinations; and all other pertinent information. Client shall promptly inform BMI of any alleged defects in services provided or the project.

C. Access to Site: Unless otherwise stated, Client agrees to provide BMI with access to the site, including adjoining properties, for activities necessary for the performance of services. It is understood that in the normal course of work, property damage may occur due to excavations, tree and brush trimming, marking lines, etc. The cost to correct resulting damages has not been included in the fee. BMI will take precautions to minimize damage due to these activities and the Client agrees to reimburse BMI for any costs associated with required restoration work.

D. Standard of Care: Professional services provided under this Agreement will be conducted in a manner consistent with that level of care and skill ordinarily exercised by members of BMI’s profession currently practicing under similar conditions. **BMI makes no expressed or implied warranty with respect to its undertakings described herein.**

E. Certifications: Any certification provided by BMI is a professional opinion based upon knowledge, information and beliefs available to BMI at the time of certification. Such certifications are not intended as and shall not be construed as a guarantee or warranty. BMI shall not be required to certify the existence of conditions whose existence BMI cannot reasonably ascertain.

F Project Approvals: Due to site limitations, code interpretations, regulatory reviews, political considerations and Client directed design and improvements, BMI makes no representations as to acceptability or approvability of the project; or, zoning requests, permit applications, site and development plans, plats and similar documents. Payment of fees to BMI is not contingent upon project approval.

G. Opinions or Estimates of Project Costs: Where included as part of project scope or otherwise, opinions or estimates of project cost will generally be based upon public construction cost information. Since BMI has no control over the cost of labor, materials, competitive bidding process, weather conditions and other factors affecting the cost of construction, all cost estimates are opinions for general information of the Client and BMI does not warrant or guarantee the accuracy of construction cost opinions or estimates. Project financing should be based upon actual, contracted construction costs with appropriate contingencies

Terms of Proposal
Bolton & Menk, Inc.
(Continued)

H. Construction Phase Services: If construction phase engineering or staking services are included in this Proposal or subsequently authorized, Client is notified that BMI is not be responsible for means, methods, techniques or procedures of construction selected by any contractor employed on the project nor for the safety precautions or programs incident to the work of any contractor.

I. Ownership and Alteration of Documents: All documents, including reports, specifications, drawings, field data, notes and documents or electronic media prepared or furnished by BMI under this agreement shall remain the property of BMI. The Client may make and retain copies for its use in connection with this project. However, such documents are not intended for reuse by the Client on any other project or alteration of the project by others without the written consent of BMI. Electronic media may be furnished for convenience of Client; however, only signed and certified hard copies of submittals may be relied upon as documentation of professional services provided.

J. Billings and Payments: Invoices for BMI's services shall be submitted, at BMI's option, either monthly or upon completion of services. Invoices are due and payable within 30 days after the invoice date. If the invoice is not paid within 30 days, BMI may, without waiving any claim or right against the Client, and without liability whatsoever to the Client, terminate the performance of its services.

K. Late Payments: Accounts unpaid 30 days after the invoice date will be subject to a monthly service charge of 18% on the unpaid balance. If any portion or all of an account remains unpaid 90 days after billing, the Client shall pay all costs of collection, including reasonable attorney's fees.

L. Termination of Services: This agreement may be terminated, upon written notice, by the Client or BMI should the other fail to perform its obligations hereunder. In the event of termination, the Client shall pay BMI for services rendered to the date of termination, all reimbursable expenses, and reimbursable termination expenses.

M. Limitation of Liability: In recognition of the relative risks, rewards and benefits of the project to both the Client and BMI, the risks have been allocated such that the Client agrees that, to the fullest extent permitted by law, BMI's total liability to the Client for any and all injuries, claims, losses, expenses, damages or claimed expenses arising out of the performance of this agreement from any cause or causes, shall not exceed \$20,000.00. Such claims include, but are not limited to, BMI's negligence, errors, omissions, strict liability, breach of contract, or breach of warranty, if any.

N. Dispute Resolution: Any claims or disputes made during or after the performance of services between BMI and the Client, with the exception of claims by BMI for non-payment of services rendered, shall be submitted to mediation and/or arbitration. This Proposal anticipates that BMI and the Client will include a similar requirement in all agreements with contractors, sub-contractors, suppliers, consultants and fabricators concerned with this project.

O. Withdrawal of Proposal: This Proposal constitutes a non-binding offer to perform services and BMI reserves the right to withdraw or modify this Proposal, without liability to the Client, at any time prior to receipt of written acceptance from the Client and execution of a signed agreement in accordance with Paragraph P.

P. Agreement: If the Proposal is accepted, the Client and BMI may enter into and execute an Agreement incorporating the Proposal, these Terms and such additional terms and conditions as may be mutually acceptable to BMI and Client. Upon request by the Client, BMI may, at its sole discretion and for the benefit of the Client, proceed with any proposed services prior to execution of a written agreement. In the absence of an executed written agreement, the accompanying Proposal and these Terms of Proposal shall constitute the whole and complete agreement between BMI and the Client.

DEPARTMENT OF TRANSPORTATION

Office of the Secretary of Transportation

Notice of Funding Opportunity for the Department of Transportation's National Infrastructure Investments under the Consolidated Appropriations Act, 2019

AGENCY: Office of the Secretary of Transportation, DOT

ACTION: Notice of Funding Opportunity

SUMMARY: The Consolidated Appropriations Act, 2019 (Pub. L. 116-6, February 15, 2019) ("FY 2019 Appropriations Act") appropriated \$900 million to be awarded by the Department of Transportation ("DOT") for National Infrastructure Investments. This appropriation stems from the program funded and implemented pursuant to the American Recovery and Reinvestment Act of 2009 (the "Recovery Act") and is known as the Better Utilizing Investments to Leverage Development, or "BUILD Transportation grants," program. Funds for the FY 2019 BUILD Transportation grants program are to be awarded on a competitive basis for surface transportation infrastructure projects that will have a significant local or regional impact. The purpose of this notice is to solicit applications for BUILD Transportation grants.

DATES: Applications must be submitted by 8:00 PM E.D.T. on July 15, 2019.

ADDRESSES: Applications must be submitted through [Grants.gov](https://www.grants.gov).

FOR FURTHER INFORMATION CONTACT: For further information concerning this notice, please contact the BUILD Transportation grants program staff via e-mail at BUILDgrants@dot.gov, or call Howard Hill at 202-366-0301. A TDD is available for individuals who are deaf or hard of hearing at 202-366-3993. In addition, DOT will

regularly post answers to questions and requests for clarifications as well as information about webinars for further guidance on DOT's website at

www.transportation.gov/BUILDgrants.

SUPPLEMENTARY INFORMATION: The FY 2019 BUILD Transportation grant program will make awards to surface transportation infrastructure projects that will have a significant impact throughout the country. Each section of this notice contains information and instructions relevant to the application process for these BUILD Transportation grants, and all applicants should read this notice in its entirety so that they have the information they need to submit eligible and competitive applications. For this round of BUILD Transportation grants, the maximum grant award is \$25 million, and no more than \$90 million can be awarded to a single State, as specified in the FY 2019 Appropriations Act. Per statute, the FY 2019 selection criteria are the same as under the FY 2017 TIGER program, although the description for each criterion has been updated. For FY 2019 BUILD Transportation grants, the definitions of urban and rural areas differ from previous rounds. Additionally, not more than 50 percent of funds will be awarded to projects located in urban and rural areas, respectively.

Table of Contents

- A. Program Description
- B. Federal Award Information
- C. Eligibility Information
- D. Application and Submission Information
- E. Application Review Information
- F. Federal Award Administration Information

G. Federal Awarding Agency Contacts

H. Other Information

A. Program Description

The Consolidated Appropriations Act, 2019 (Pub. L. 116-6, February 15, 2019) (“FY 2019 Appropriations Act”) appropriated \$900 million to be awarded by the Department of Transportation (“DOT”) for National Infrastructure Investments. Since this program was created, \$7.1 billion has been awarded for capital investments in surface transportation infrastructure over ten rounds of competitive grants. Throughout the program, these discretionary grant awards have supported projects that have a significant local or regional impact.

Like the FY 2017 TIGER program, the FY 2019 BUILD program will also give special consideration to projects which emphasize improved access to reliable, safe, and affordable transportation for communities in rural areas, such as projects that improve infrastructure condition, address public health and safety, promote regional connectivity or facilitate economic growth or competitiveness. Such projects may concurrently invest in broadband to better facilitate productivity, including through the U.S. Department of Agriculture’s ReConnect Loan and Grant program, and help rural citizens access opportunities, or promote energy independence to help deliver significant local or regional economic benefit.

B. Federal Award Information

1. Amount Available

The FY 2019 Appropriations Act appropriated \$900 million to be awarded by DOT for the BUILD Transportation grants program. The FY 2019 BUILD Transportation

grants are for capital investments in surface transportation infrastructure and are to be awarded on a competitive basis for projects that will have a significant local or regional impact. Additionally, the Act allows for up to \$15 million (of the \$900 million) to be awarded for the planning, preparation or design of eligible projects. DOT is referring to any such awards as BUILD Transportation planning grants. The FY 2019 Appropriations Act also allows DOT to retain up to \$27 million of the \$900 million for award, oversight and administration of grants and credit assistance made under the program. If this solicitation does not result in the award and obligation of all available funds, DOT may publish additional solicitations.

The FY 2019 Appropriations Act allows up to 20 percent of available funds (or \$180 million) to be used by the Department to pay the subsidy and administrative costs of a project receiving credit assistance under the Transportation Infrastructure Finance and Innovation Act of 1998 (“TIFIA”) or Railroad Rehabilitation and Improvement Financing (RRIF) programs, if that use of the FY 2019 BUILD funds would further the purposes of the BUILD Transportation grants program.

2. Award Size

The FY 2019 Appropriations Act specifies that BUILD Transportation grants may not be less than \$5 million and not greater than \$25 million, except that for projects located in rural areas (as defined in Section C.3.ii.) the award size is \$1 million. There is no minimum award size, regardless of location, for BUILD Transportation planning grants.

3. Restrictions on Funding

Pursuant to the FY 2019 Appropriations Act, no more than 10 percent of the funds made available for BUILD Transportation grants (or \$90 million) may be awarded to

projects in a single State. The Act also directs that not more than 50 percent of the funds provided for BUILD Transportation grants (or \$450 million) shall be used for projects located in rural areas with population equal to or less than 200,000, and directs that not more than 50 percent of the funds provided for BUILD Transportation grants (or \$450 million) shall be used for projects located in urbanized areas with a population of more than 200,000. Further, DOT must take measures to ensure an equitable geographic distribution of grant funds, an appropriate balance in addressing the needs of urban and rural areas, and investment in a variety of transportation modes.

4. Availability of Funds

The FY 2019 Appropriations Act requires that FY 2019 BUILD Transportation grants funds are available for obligation only through September 30, 2021. Obligation occurs when a selected applicant and DOT enter into a written grant agreement after the applicant has satisfied applicable administrative requirements, including transportation planning and environmental review requirements. Unless authorized by the Department in writing after the Department's announcement of FY 2019 BUILD awards, any costs incurred prior to the Department's obligation of funds for a project are ineligible for reimbursement.¹ All FY 2019 BUILD funds must be expended (the grant obligation must be liquidated or actually paid out to the grantee) by September 30, 2026. After this date, unliquidated funds are no longer available to the project. As part of the review and

¹ Pre-award costs are only costs incurred directly pursuant to the negotiation and anticipation of the BUILD award where such costs are necessary for efficient and timely performance of the scope of work, as determined by DOT. Costs incurred under an advance construction (23 U.S.C. 115) authorization before the DOT announces that a project is selected for a FY 2019 BUILD award cannot be charged to FY 2019 BUILD funds.

Likewise, costs incurred under an FTA Letter of No Prejudice under Chapter 53 of title 49 U.S.C. before the DOT announces that a project is selected for a FY 2019 BUILD award cannot be charged to FY 2019 BUILD funds.

selection process described in [Section E.2.](#), DOT will consider a project's likelihood of being ready to proceed with an obligation of BUILD Transportation grant funds and complete liquidation of these obligations, within the statutory timelines. No waiver is possible for these deadlines.

5. Previous BUILD/TIGER Awards

Recipients of BUILD/TIGER grants may apply for funding to support additional phases of a project previously awarded funds in the BUILD/TIGER program. However, to be competitive, the applicant should demonstrate the extent to which the previously funded project phase has met estimated project schedules and budget, as well as the ability to realize the benefits expected for the project.

C. Eligibility Information

To be selected for a BUILD Transportation grant, an applicant must be an Eligible Applicant and the project must be an Eligible Project.

1. Eligible Applicants

Eligible Applicants for BUILD Transportation grants are State, local, and tribal governments, including U.S. territories, transit agencies, port authorities, metropolitan planning organizations (MPOs), and other political subdivisions of State or local governments.

Multiple States or jurisdictions may submit a joint application and must identify a lead applicant as the primary point of contact and also identify the primary recipient of the award. Each applicant in a joint application must be an Eligible Applicant. Joint applications must include a description of the roles and responsibilities of each applicant and must be signed by each applicant.

2. Cost Sharing or Matching

Per the FY 2019 Appropriations Act, the Federal share of project costs for which an expenditure is made under the BUILD Transportation grant program may not exceed 80 percent for a project located in an urban area.² The Secretary may increase the Federal share of costs above 80 percent for a project located in a rural area. Urban area and rural area are defined in Section C.3.ii of this notice.

Non-Federal sources include State funds originating from programs funded by State revenue, local funds originating from State or local revenue-funded programs, or private funds. Toll credits under 23 U.S.C. 120(i) are considered a Federal source under the BUILD program and, therefore, cannot be used to satisfy the statutory cost sharing requirement of a BUILD award. Unless otherwise authorized by statute, non-Federal cost-share may not be counted as the non-Federal share for both the BUILD Transportation grant and another Federal grant program. The Department will not consider previously incurred costs or previously expended or encumbered funds towards the matching requirement for any project. Matching funds are subject to the same Federal requirements described in Section F.2. as awarded funds. If repaid from non-Federal sources, Federal credit assistance is considered non-Federal share.

3. Other

i. Eligible Projects

Eligible projects for BUILD Transportation grants are surface transportation capital projects that include, but are not limited to: (1) highway, bridge, or other road projects eligible under title 23, United States Code; (2) public transportation projects eligible

² To meet match requirements, the minimum total project cost for a project located in an urban area must be \$6.25 million.

under chapter 53 of title 49, United States Code; (3) passenger and freight rail transportation projects; (4) port infrastructure investments (including inland port infrastructure and land ports of entry); and (5) intermodal projects.³

Improvements to Federally owned facilities are ineligible under the FY 2019 BUILD program. Research, demonstration, or pilot projects are eligible only if they will result in long-term, permanent surface transportation infrastructure that has independent utility as defined in Section C.3.iii.

The FY 2019 Appropriations Act allows up to \$15 million for the planning, preparation or design of eligible projects. Activities eligible for funding under BUILD Transportation planning grants are related to the planning, preparation, or design—including environmental analysis, feasibility studies, and other pre-construction activities—of surface transportation capital projects.

Applicants are strongly encouraged to submit applications only for eligible award amounts.

ii. Rural/Urban Definition

For purposes of this notice, a project is designated as urban if it is located within (or on the boundary of) a Census-designated urbanized area⁴ that had a population greater than 200,000 in the 2010 Census⁵. If a project is located outside a Census-designated urbanized area with a population greater than 200,000, it is designated as a rural project.

Rural and urban definitions differ in some other DOT programs, including TIFIA.

³ Please note that the Department may use a BUILD Transportation grant to pay for the surface transportation components of a broader project that has non-surface transportation components, and applicants are encouraged to apply for BUILD Transportation grants to pay for the surface transportation components of these projects.

⁴ Updated lists of UAs as defined by the Census Bureau are available on the Census Bureau website at http://www2.census.gov/geo/maps/dc10map/UAUC_RefMap/ua/.

⁵ See www.transportation.gov/BUILDgrants for a list of UAs.

A project located in both an urban and a rural area will be designated as urban if the majority of the project's costs will be spent in urban areas. Conversely, a project located in both an urban area and a rural area will be designated as rural if the majority of the project's costs will be spent in rural areas.

This definition affects four aspects of the program: (1) not more than \$450 million of the funds provided for BUILD Transportation grants are to be used for projects in rural areas; (2) not more than \$450 million of the funds provided for BUILD Transportation grants are to be used for projects in urban areas; (3) for a project in a rural area the minimum award is \$1 million; and (4) the Secretary may increase the Federal share above 80 percent to pay for the costs of a project in a rural area.

iii. Project Components

An application may describe a project that contains more than one component, and may describe components that may be carried out by parties other than the applicant. DOT may award funds for a component, instead of the larger project, if that component (1) independently meets minimum award amounts described in [Section B](#) and all eligibility requirements described in [Section C](#); (2) independently aligns well with the selection criteria specified in [Section E](#); and (3) meets National Environmental Policy Act (NEPA) requirements with respect to independent utility. Independent utility means that the component will represent a transportation improvement that is usable and represents a reasonable expenditure of DOT funds even if no other improvements are made in the area, and will be ready for intended use upon completion of that component's construction. All project components that are presented together in a single application

must demonstrate a relationship or connection between them. (See Section D.2.iv. for Required Approvals).

Applicants should be aware that, depending upon the relationship between project components and applicable Federal law, DOT funding of only some project components may make other project components subject to Federal requirements as described in Section F.2.

DOT strongly encourages applicants to identify in their applications the project components that have independent utility and separately detail costs and requested BUILD Transportation grant funding for those components. If the application identifies one or more independent project components, the application should clearly identify how each independent component addresses selection criteria and produces benefits on its own, in addition to describing how the full proposal of which the independent component is a part addresses selection criteria.

iv. Application Limit

Each lead applicant may submit no more than three applications. Unrelated project components should not be bundled in a single application for the purpose of adhering to the limit. If a lead applicant submits more than three applications as the lead applicant, only the first three received will be considered.

D. Application and Submission Information

1. Address

Applications must be submitted to Grants.gov. Instructions for submitting applications can be found at www.transportation.gov/BUILDgrants along with specific instructions for the forms and attachments required for submission.

2. Content and Form of Application Submission

The application must include the Standard Form 424 (Application for Federal Assistance), cover page, and the Project Narrative. More detailed information about the Project Narrative follows. Applicants should also complete and attach to their application the “BUILD 2019 Project Information” form available at www.transportation.gov/BUILDgrants.

The Department recommends that the project narrative follow the basic outline below to address the program requirements and assist evaluators in locating relevant information.

I. Project Description	See D.2.i
II. Project Location	See D.2.ii
III. Grant Funds, Sources and Uses of all Project Funding	See D.2.iii
IV. Selection Criteria	See D.2.iv. and E.1.i.
V. Project Readiness	See D.2.v. and E.1.ii
VI. Benefit Cost Analysis	See D.2.vi. and E.1.iii.

The project narrative should include the information necessary for the Department to determine that the project satisfies project requirements described in Sections B and C and to assess the selection criteria specified in Section E.1. To the extent practicable, applicants should provide supporting data and documentation in a form that is directly verifiable by the Department. The Department may ask any applicant to supplement data in its application but expects applications to be complete upon submission.

In addition to a detailed statement of work, detailed project schedule, and detailed project budget, the project narrative should include a table of contents, maps and graphics, as appropriate, to make the information easier to review. The Department recommends that the project narrative be prepared with standard formatting preferences

(a single-spaced document, using a standard 12-point font such as Times New Roman, with 1-inch margins). The project narrative may not exceed 30 pages in length, excluding cover pages and table of contents. The only substantive portions that may exceed the 30-page limit are documents supporting assertions or conclusions made in the 30-page project narrative. If possible, website links to supporting documentation should be provided rather than copies of these supporting materials. If supporting documents are submitted, applicants should clearly identify within the project narrative the relevant portion of the project narrative that each supporting document supports. The Department recommends using appropriately descriptive file names (e.g., “Project Narrative,” “Maps,” “Memoranda of Understanding and Letters of Support,” etc.) for all attachments. DOT recommends applications include the following sections:

i. Project Description

The first section of the application should provide a concise description of the project, the transportation challenges that it is intended to address, and how it will address those challenges. This section should discuss the project’s history, including a description of any previously completed components. The applicant may use this section to place the project into a broader context of other transportation infrastructure investments being pursued by the project sponsor, and, if applicable, how it will benefit communities in rural areas.

ii. Project Location

This section of the application should describe the project location, including a detailed geographical description of the proposed project, a map of the project’s location and connections to existing transportation infrastructure, and geospatial data describing

the project location. If the project is located within the boundary of a Census-designated urbanized area, the application should identify that urbanized area.

iii. Grant Funds, Sources and Uses of Project Funds

This section of the application should describe the project's budget. This budget should not include any previously incurred expenses. At a minimum, it should include:

(A) Project costs;

(B) For all funds to be used for eligible project costs, the source and amount of those funds;

(C) For non-Federal funds to be used for eligible project costs, documentation of funding commitments should be referenced here and included as an appendix to the application;

(D) For Federal funds to be used for eligible project costs, the amount, nature, and source of any required non-Federal match for those funds; and

(E) A budget showing how each source of funds will be spent. The budget should show how each funding source will share in each major construction activity, and present that data in dollars and percentages. Funding sources should be grouped into three categories: non-Federal; BUILD; and other Federal. If the project contains individual components, the budget should separate the costs of each project component. If the project will be completed in phases, the budget should separate the costs of each phase. The budget detail should sufficiently demonstrate that the project satisfies the statutory cost-sharing requirements described in Section C.2.

In addition to the information enumerated above, this section should provide complete information on how all project funds may be used. For example, if a particular

source of funds is available only after a condition is satisfied, the application should identify that condition and describe the applicant's control over whether it is satisfied. Similarly, if a particular source of funds is available for expenditure only during a fixed time period, the application should describe that restriction. Complete information about project funds will ensure that the Department's expectations for award execution align with any funding restrictions unrelated to the Department, even if an award differs from the applicant's request.

iv. Selection Criteria

This section of the application should demonstrate how the project aligns with the Criteria described in Section E.1 of this notice. The Department encourages applicants to either address each criterion or expressly state that the project does not address the criterion. Applicants are not required to follow a specific format, but the outline suggested below, which addresses each criterion separately, promotes a clear discussion that assists project evaluators. To minimize redundant information in the application, the Department encourages applicants to cross-reference from this section of their application to relevant substantive information in other sections of the application. The guidance in this section is about how the applicant should organize their application. Guidance describing how the Department will evaluate projects against the Selection Criteria is in Section E.1 of this notice. Applicants also should review that section before considering how to organize their application.

(1) Primary Selection Criteria

(a) Safety

This section of the application should describe the anticipated outcomes of the project that support the Safety criterion (described in Section E.1.i.(a) of this notice). The applicant should include information on, and to the extent possible, quantify, how the project would improve safety outcomes within the project area or wider transportation network, to include how the project will reduce the number, rate, and consequences of transportation-related accidents, serious injuries, and fatalities. If applicable, the applicant should also include information on how the project will eliminate unsafe grade crossings or contribute to preventing unintended releases of hazardous materials.

(b) State of Good Repair

This section of the application should describe how the project will contribute to a state of good repair by improving the condition or resilience of existing transportation facilities and systems (described in Section E.1.i.(b) of this notice), including the project's current condition and how the proposed project will improve it, and any estimates of impacts on long-term cost structures or overall life-cycle costs. If the project will contribute to a state of good repair of transportation infrastructure that supports border security, the applicant should describe how.

(c) Economic Competitiveness

This section of the application should describe how the project will support the Economic Competitiveness criterion (described in Section E.1.i.(c) of this notice). The applicant should include information about expected impacts of the project on the movement of goods and people, including how the project increases the efficiency of

movement and thereby reduces costs of doing business, improves local and regional freight connectivity to the national and global economy, reduces burdens of commuting, and improves overall well-being. The applicant should describe the extent to which the project contributes to the functioning and growth of the economy, including the extent to which the project addresses congestion or freight connectivity, bridges service gaps in rural areas, or promotes the expansion of private economic development including in Opportunity Zones.

(d) Environmental Sustainability

This section of the application should describe how the project addresses the environmental sustainability criterion (described in Section E.1.i.(d) of this notice). Applicants are encouraged to provide quantitative information, including baseline information that demonstrates how the project will reduce energy consumption, reduce stormwater runoff, or achieve other benefits for the environment such as brownfield redevelopment.

(e) Quality of Life

This section should describe how the project increases transportation choices for individuals, expands access to essential services for people in communities across the United States, improves connectivity for citizens to jobs, health care, and other critical destinations, particularly for rural communities, or otherwise addresses the quality of life criterion (described in Section E.1.i.(e) of this notice). If construction of the transportation project will allow concurrent installation of fiber or other broadband deployment as an essential service, the applicant should describe those activities and how

they support quality of life. Unless the concurrent activities support transportation, they will not be eligible for reimbursement.

(2) Secondary Selection Criteria

(a) Innovation

This section of the application should describe innovative strategies used and the anticipated benefits of using those strategies, including those corresponding to three categories (described in Section E.1.i.(f) of this notice): (i) Innovative Technologies, (ii) Innovative Project Delivery, or (iii) Innovative Financing.

(i) Innovative Technologies

If an applicant is proposing to adopt innovative safety approaches or technology, the application should demonstrate the applicant's capacity to implement those innovations, the applicant's understanding of applicable Federal requirements and whether the innovations may require extraordinary permitting, approvals, exemptions, waivers, or other procedural actions, and the effects of those innovations on the project delivery timeline.

If an applicant is proposing to deploy innovative traveler information systems or technologies as part of the surface transportation capital project, including work zone data exchanges or related data exchanges, the application should demonstrate the applicant's capacity to implement these innovations, the applicant's understanding of applicable data standards, and whether the proposed innovations will advance safety or other benefits during and after project completion.

If an applicant is proposing to deploy autonomous vehicles or other innovative motor vehicle technology, the application should demonstrate that all vehicles will

comply with applicable safety requirements, including those administered by the National Highway Traffic Safety Administration (NHTSA) and Federal Motor Carrier Safety Administration (FMCSA). Specifically, the application should show that vehicles acquired for the proposed project will comply with applicable Federal Motor Vehicle Safety Standards (FMVSS) and Federal Motor Carrier Safety Regulations (FMCSR). If the vehicles may not comply, the application should either (1) show that the vehicles and their proposed operations are within the scope of an exemption or waiver that has already been granted by NHTSA, FMCSA, or both agencies or (2) directly address whether the project will require exemptions or waivers from the FMVSS, FMCSR, or any other regulation and, if the project will require exemptions or waivers, present a plan for obtaining them.

(ii) Innovative Project Delivery

If an applicant plans to use innovative approaches to project delivery or is located in a State with NEPA delegation authority, applicants should describe those project delivery methods and how they are expected to improve the efficiency of the project development or expedite project delivery.

If an applicant is proposing to use SEP-14 or SEP-15 (as described in section E.1.i.(f) of this notice) the applicant should describe that proposal. The applicant should also provide sufficient information for evaluators to confirm that the applicant's proposal would meet the requirements of the specific experimental authority program.⁶

(iii) Innovative Financing

⁶ SEP-14 information is available at https://www.fhwa.dot.gov/programadmin/contracts/sep_a.cfm. SEP-15 information is available at https://www.fhwa.dot.gov/ipd/p3/toolkit/usdot/sep15/implementation_procedure/

If an applicant plans to incorporate innovative funding or financing, the applicant should describe the funding or financing approach, including a description of all activities undertaken to pursue private funding or financing for the project and the outcomes of those activities.

(b) Partnership

This section of the application should include information to assess the partnership criterion (described in Section E.1.i.(g) of this notice) including a list of all project parties and details about the proposed grant recipient and other public and private parties who are involved in delivering the project. This section should also describe efforts to collaborate among stakeholders, including with the private sector. Applications for projects involving other Federal agencies, or requiring action from other Federal agencies, should demonstrate commitment and involvement of those agencies. For example, projects involving border infrastructure should demonstrate evidence of concurrent investment from U.S. Customs and Border Patrol, U.S. Department of State, and other relevant Federal agencies; relevant port projects should demonstrate alignment with U.S. Army Corps of Engineers investment strategies.

v. Project Readiness

This section of the application should include information that, when considered with the project budget information presented elsewhere in the application, is sufficient for the Department to evaluate whether the project is reasonably expected to begin construction in a timely manner. To assist the Department's project readiness assessment, the applicant should provide the information requested on technical feasibility, project schedule, project approvals, and project risks, each of which is

described in greater detail in the following sections. Applicants are not required to follow the specific format described here, but this organization, which addresses each relevant aspect of project readiness, promotes a clear discussion that assists project evaluators. To minimize redundant information in the application, the Department encourages applicants to cross-reference from this section of their application to relevant substantive information in other sections of the application.

The guidance here is about what information applicants should provide and how the applicant should organize their application. Guidance describing how the Department will evaluate a project's readiness is described in Section E.1.ii of this notice. Applicants should review that section when considering how to organize their application.

(a) Technical Feasibility

The applicant should demonstrate the technical feasibility of the project with engineering and design studies and activities; the development of design criteria and/or a basis of design; the basis for the cost estimate presented in the BUILD application, including the identification of contingency levels appropriate to its level of design; and any scope, schedule, and budget risk-mitigation measures. Applicants should include a detailed statement of work that focuses on the technical and engineering aspects of the project and describes in detail the project to be constructed.

(b) Project Schedule

The applicant should include a detailed project schedule that identifies all major project milestones. Examples of such milestones include State and local planning approvals (e.g., programming on the Statewide Transportation Improvement Program); start and completion of NEPA and other Federal environmental reviews and approvals

including permitting; design completion; right of way acquisition; approval of plans, specifications and estimates; procurement; State and local approvals; project partnership and implementation agreements, including agreements with railroads; and construction.

The project schedule should be sufficiently detailed to demonstrate that:

(1) all necessary activities will be complete to allow BUILD Transportation grant funds to be obligated sufficiently in advance of the statutory deadline (September 30, 2021 for FY 2019 funds), and that any unexpected delays will not put the funds at risk of expiring before they are obligated;

(2) the project can begin construction quickly upon obligation of grant funds and that those funds will be spent expeditiously once construction starts, with all funds expended by September 30, 2026; and

(3) all real property and right-of-way acquisition will be completed in a timely manner in accordance with 49 CFR part 24, 23 CFR part 710, and other applicable legal requirements or a statement that no acquisition is necessary.

(c) Required Approvals

(1) Environmental Permits and Reviews. The application should demonstrate receipt (or reasonably anticipated receipt) of all environmental approvals and permits necessary for the project to proceed to construction on the timeline specified in the project schedule and necessary to meet the statutory obligation deadline, including satisfaction of all Federal, State and local requirements and completion of the NEPA process. Specifically, the application should include:

(a) Information about the NEPA status of the project. If the NEPA process is complete, an applicant should indicate the date of completion, and provide a

website link or other reference to the final Categorical Exclusion, Finding of No Significant Impact, Record of Decision, and any other NEPA documents prepared. If the NEPA process is underway, but not complete, the application should detail the type of NEPA review underway, where the project is in the process, and indicate the anticipated date of completion of all milestones and of the final NEPA determination. If the last agency action with respect to NEPA documents occurred more than three years before the application date, the applicant should describe why the project has been delayed and include a proposed approach for verifying and, if necessary, updating this material in accordance with applicable NEPA requirements.

(b) Information on reviews, approvals, and permits by other agencies.

An application should indicate whether the proposed project requires reviews or approval actions by other agencies⁷, indicate the status of such actions, and provide detailed information about the status of those reviews or approvals and should demonstrate compliance with any other applicable Federal, State or local requirements, and when such approvals are expected. Applicants should provide a website link or other reference to copies of any reviews, approvals, and permits prepared.

(c) Environmental studies or other documents, preferably through a website link, that describe in detail known project impacts, and possible mitigation for those impacts.

(d) A description of discussions with the appropriate DOT operating administration field or headquarters office regarding the project's compliance with NEPA and other applicable Federal environmental reviews and approvals.

⁷ Projects that may impact protected resources such as wetlands, species habitat, cultural or historic resources require review and approval by Federal and State agencies with jurisdiction over those resources.

(e) A description of public engagement about the project that has occurred, including details on the degree to which public comments and commitments have been integrated into project development and design.

(2) State and Local Approvals. The applicant should demonstrate receipt of State and local approvals on which the project depends, such as State and local environmental and planning approvals and Statewide Transportation Improvement Program (STIP) or (Transportation Improvement Program) TIP funding. Additional support from relevant State and local officials is not required; however, an applicant should demonstrate that the project has broad public support.

(3) Federal Transportation Requirements Affecting State and Local Planning. The planning requirements applicable to the relevant operating administration apply to all BUILD Transportation grant projects,⁸ including intermodal projects located at airport facilities.⁹ Applicants should demonstrate that a project that is required to be included in

⁸ Under 23 U.S.C. 134 and 135, all projects requiring an action by FHWA must be in the applicable plan and programming documents (e.g., metropolitan transportation plan, transportation improvement program (TIP) and statewide transportation improvement program (STIP)). Further, in air quality non-attainment and maintenance areas, all regionally significant projects, regardless of the funding source, must be included in the conforming metropolitan transportation plan and TIP. Inclusion in the STIP is required under certain circumstances. To the extent a project is required to be on a metropolitan transportation plan, TIP, and/or STIP, it will not receive a BUILD Transportation grant until it is included in such plans. Plans that do not currently include the awarded BUILD project can be amended by the State and MPO. Projects that are not required to be in long range transportation plans, STIPs, and TIPs will not need to be included in such plans in order to receive a BUILD Transportation grant. Port, freight rail, and intermodal projects are not required to be on the State Rail Plans called for in the Passenger Rail Investment and Improvement Act of 2008, or in a State Freight Plan as described in the FAST Act. However, applicants seeking funding for freight projects are encouraged to demonstrate that they have done sufficient planning to ensure that projects fit into a prioritized list of capital needs and are consistent with long-range goals. Means of demonstrating this consistency would include whether the project is in a TIP or a State Freight Plan that conforms to the requirements 49 U.S.C. 70202 prior to the start of construction. Port planning guidelines are available at StrongPorts.gov.

⁹ Projects at grant obligated airports must be compatible with the FAA-approved Airport Layout Plan, as well as aeronautical surfaces associated with the landing and takeoff of aircraft at the airport. Additionally, projects at an airport: must comply with established Sponsor Grant Assurances, including (but not limited to) requirements for non-exclusive use facilities, consultation with users, consistency with local plans including development of the area surrounding the airport, and consideration of the interest of nearby

the relevant State, metropolitan, and local planning documents has been or will be included in such documents. If the project is not included in a relevant planning document at the time the application is submitted, the applicant should submit a statement from the appropriate planning agency that actions are underway to include the project in the relevant planning document.

To the extent possible, freight projects should be included in a State Freight Plan and supported by a State Freight Advisory Committee (49 U.S.C. 70201, 70202), if these exist. Applicants should provide links or other documentation supporting this consideration.

Because projects have different schedules, the construction start date for each BUILD Transportation grant must be specified in the project-specific agreements signed by relevant operating administration and the grant recipients, based on critical path items that applicants identify in the application and will be consistent with relevant State and local plans.

(d) Assessment of Project Risks and Mitigation Strategies

Project risks, such as procurement delays, environmental uncertainties, increases in real estate acquisition costs, uncommitted local match, unavailability of vehicles that either comply with Federal Motor Vehicle Safety Standards or are exempt from Federal Motor Vehicle Safety Standards in a manner that allows for their legal acquisition and deployment, unavailability of domestically manufactured equipment, or lack of legislative approval, affect the likelihood of successful project start and completion. The applicant should identify all material risks to the project and the strategies that the lead

communities, among others; and must not adversely affect the continued and unhindered access of passengers to the terminal.

applicant and any project partners have undertaken or will undertake in order to mitigate those risks. The applicant should assess the greatest risks to the project and identify how the project parties will mitigate those risks.

If an applicant anticipates pursuing a waiver for relevant domestic preference laws, the applicant should describe steps that have been or will be taken to maximize the use of domestic goods, products, and materials in constructing their project.

To the extent the applicant is unfamiliar with the Federal program, the applicant should contact the appropriate DOT operating administration field or headquarters offices, as found in contact information at www.transportation.gov/BUILDgrants, for information on the pre-requisite steps to obligate Federal funds in order to ensure that their project schedule is reasonable and that there are no risks of delays in satisfying Federal requirements.

BUILD Transportation planning grant applicants should describe their capacity to successfully implement the proposed activities in a timely manner.

vi. Benefit Cost Analysis

This section describes the recommended approach for the completion and submission of a benefit-cost analysis (BCA) as an appendix to the Project Narrative. The results of the analysis should be summarized in the Project Narrative directly, as described in Section D.2.

The appendix should provide present value estimates of a project's benefits and costs relative to a no-build baseline. To calculate present values, applicants should apply a real discount rate (i.e., the discount rate net of the inflation rate) of 7 percent per year to the project's streams of benefits and costs. The purpose of the BCA is to enable the

Department to evaluate the project's cost-effectiveness by estimating a benefit-cost ratio and calculating the magnitude of net benefits for the project.

The primary economic benefits from projects eligible for BUILD Transportation grants are likely to include savings in travel time costs, vehicle or terminal operating costs, and safety costs for both existing users of the improved facility and new users who may be attracted to it as a result of the project. Reduced damages from vehicle emissions and savings in maintenance costs to public agencies may also be quantified. Applicants may describe other categories of benefits in the BCA that are more difficult to quantify and value in economic terms, such as improving the reliability of travel times or improvements to the existing human and natural environments (such as increased connectivity, improved public health, storm water runoff mitigation, and noise reduction), while also providing numerical estimates of the magnitude and timing of each of these additional impacts wherever possible. Any benefits claimed for the project, both quantified and unquantified, should be clearly tied to the expected outcomes of the project.

The BCA should include the full costs of developing, constructing, operating, and maintaining the proposed project, as well as the expected timing or schedule for costs in each of these categories. The BCA may also consider the present discounted value of any remaining service life of the asset at the end of the analysis period. The costs and benefits that are compared in the BCA should also cover the same project scope.

The BCA should carefully document the assumptions and methodology used to produce the analysis, including a description of the baseline, the sources of data used to project the outcomes of the project, and the values of key input parameters. Applicants

should provide all relevant files used for their BCA, including any spreadsheet files and technical memos describing the analysis (whether created in-house or by a contractor). The spreadsheets and technical memos should present the calculations in sufficient detail and transparency to allow the analysis to be reproduced by DOT evaluators. Detailed guidance for estimating some types of quantitative benefits and costs, together with recommended economic values for converting them to dollar terms and discounting to their present values, are available in the Department's guidance for conducting BCAs for projects seeking funding under the BUILD Transportation grant program (see www.transportation.gov/BUILDgrants/additional-guidance).

3. Unique Entity Identifier and System for Award Management (SAM)

Each applicant must: 1) be registered in SAM before submitting its application; 2) provide a valid unique entity identifier in its application; and 3) continue to maintain an active SAM registration with current information at all times during which it has an active Federal award or an application or plan under consideration by a Federal awarding agency. The Department may not make a BUILD Transportation grant to an applicant until the applicant has complied with all applicable unique entity identifier and SAM requirements and, if an applicant has not fully complied with the requirements by the time the Department is ready to make a BUILD Transportation grant, the Department may determine that the applicant is not qualified to receive a BUILD Transportation grant and use that determination as a basis for making a BUILD Transportation grant to another applicant.

4. Submission Dates and Times

i. Deadline

Applications must be submitted by 8:00 PM E.D.T. on July 15, 2019.

To submit an application through Grants.gov, applicants must:

- (1) Obtain a Data Universal Numbering System (DUNS) number;
- (2) Register with the System for Award Management (SAM) at www.SAM.gov;
- (3) Create a Grants.gov username and password; and
- (4) The E-Business Point of Contact (POC) at the applicant's organization must respond to the registration email from Grants.gov and login at Grants.gov to authorize the applicant as the Authorized Organization Representative (AOR). Please note that there can be more than one AOR for an organization.

Please note that the Grants.gov registration process usually takes 2-4 weeks to complete and that the Department will not consider late applications that are the result of failure to register or comply with Grants.gov applicant requirements in a timely manner. For information and instruction on each of these processes, please see instructions at <http://www.grants.gov/web/grants/applicants/applicant-faqs.html>. If applicants experience difficulties at any point during the registration or application process, please call the Grants.gov Customer Service Support Hotline at 1(800) 518-4726, Monday-Friday from 7:00 a.m. to 9:00 p.m. EST.

ii. Consideration of Applications:

Only applicants who comply with all submission deadlines described in this notice and electronically submit valid applications through Grants.gov will be eligible for award. Applicants are strongly encouraged to make submissions in advance of the deadline.

iii. Late Applications

Applicants experiencing technical issues with Grants.gov that are beyond the applicant's control must contact BUILDgrants@dot.gov prior to the application deadline with the user name of the registrant and details of the technical issue experienced. The applicant must provide:

- (1) Details of the technical issue experienced;
- (2) Screen capture(s) of the technical issues experienced along with corresponding Grants.gov "Grant tracking number;"
- (3) The "Legal Business Name" for the applicant that was provided in the SF-424;
- (4) The AOR name submitted in the SF-424;
- (5) The DUNS number associated with the application; and
- (6) The Grants.gov Help Desk Tracking Number.

To ensure a fair competition of limited discretionary funds, the following conditions are not valid reasons to permit late submissions: (1) failure to complete the registration process before the deadline; (2) failure to follow Grants.gov instructions on how to register and apply as posted on its website; (3) failure to follow all instructions in this notice of funding opportunity; and (4) technical issues experienced with the

applicant's computer or information technology environment. After the Department reviews all information submitted and contact the Grants.gov Help Desk to validate reported technical issues, DOT staff will contact late applicants to approve or deny a request to submit a late application through Grants.gov. If the reported technical issues cannot be validated, late applications will be rejected as untimely.

E. Application Review Information

1. Criteria

This section specifies the criteria that DOT will use to evaluate and award applications for BUILD Transportation grants. The criteria incorporate the statutory eligibility requirements for this program, which are specified in this notice as relevant. Projects will also be evaluated for demonstrated project readiness and benefits and costs.

i. Primary Selection Criteria:

Applications that do not demonstrate a potential for moderate long-term benefits based on these criteria will not proceed in the evaluation process. DOT does not consider any selection criterion more important than the others. BUILD Transportation planning grant applications will be evaluated against the same criteria as capital grant applications. While the FY 2019 Appropriations Act allows funding solely for pre-construction activities, the Department will prioritize FY 2019 BUILD Transportation grant program funding for projects that propose to move into the construction phase within the period of obligation. Accordingly, applications for BUILD Transportation planning grants will be less competitive than capital grants.

The selection criteria, which will receive equal consideration, are:

(a) Safety

The Department will assess the project's ability to foster a safe transportation system for the movement of goods and people. The Department will consider the projected impacts on the number, rate, and consequences of crashes, fatalities and injuries among transportation users; the project's contribution to the elimination of highway/rail grade crossings, or the project's contribution to preventing unintended releases of hazardous materials.

(b) State of Good Repair

The Department will assess whether and to what extent: (1) the project is consistent with relevant plans to maintain transportation facilities or systems in a state of good repair and address current and projected vulnerabilities; (2) if left unimproved, the poor condition of the asset will threaten future transportation network efficiency, mobility of goods or accessibility and mobility of people, or economic growth; (3) the project is appropriately capitalized up front and uses asset management approaches that optimize its long-term cost structure; (4) a sustainable source of revenue is available for operations and maintenance of the project and the project will reduce overall life-cycle costs; (5) the project will maintain or improve transportation infrastructure that supports border security functions; and (6) the project includes a plan to maintain the transportation infrastructure in a state of good repair. The Department will prioritize projects that ensure the good condition of transportation infrastructure, including rural transportation infrastructure, that support commerce and economic growth.

(c) Economic Competitiveness

The Department will assess whether the project will (1) decrease transportation costs and improve access, especially for rural communities or communities in Opportunity Zones¹⁰, through reliable and timely access to employment centers and job opportunities; (2) improve long-term efficiency, reliability or costs in the movement of workers or goods; (3) increase the economic productivity of land, capital, or labor, including assets in Opportunity Zones; (4) result in long-term job creation and other economic opportunities; or (5) help the United States compete in a global economy by facilitating efficient and reliable freight movement.

Projects that address congestion in major urban areas, particularly those that do so through the use of congestion pricing or the deployment of advanced technology, projects that bridge gaps in service in rural areas, and projects that attract private economic development, all support local or regional economic competitiveness.

(d) Environmental Sustainability

The Department will consider the extent to which the project improves energy efficiency, reduces dependence on oil, reduces congestion-related emissions, improves water quality, avoids and mitigates environmental impacts and otherwise benefits the environment, including through alternative right of way uses demonstrating innovative ways to improve or streamline environmental reviews while maintaining the same outcomes. The Department will assess the project's ability to: (i) reduce energy use and air or water pollution through congestion mitigation strategies; (ii) avoid adverse environmental impacts to air or water quality, wetlands, and endangered species; or (iii)

¹⁰ See <https://www.cdfifund.gov/Pages/Opportunity-Zones.aspx> for more information on Opportunity Zones

provide environmental benefits, such as brownfield redevelopment, ground water recharge in areas of water scarcity, wetlands creation or improved habitat connectivity, and stormwater mitigation.

(e) Quality of Life

The Department will consider the extent to which the project: (i) increases transportation choices for individuals to provide more freedom on transportation decisions; (ii) expands access to essential services for communities across the United States, particularly for rural communities; or (iii) improves connectivity for citizens to jobs, health care, and other critical destinations, particularly for rural communities. Americans living in rural areas and on Tribal lands continue to disproportionately lack access and connectivity, and the Department will consider whether and the extent to which the construction of the transportation project will allow concurrent installation of fiber or other broadband deployment as an essential service.

ii. Secondary Selection Criteria

(a) Innovation

The Department will assess the extent to which the applicant uses innovative strategies, including: (i) innovative technologies, (ii) innovative project delivery, or (iii) innovative financing.

(i) Innovative Technologies

DOT will assess innovative approaches to transportation safety, particularly in relation to automated vehicles and the detection, mitigation, and documentation of safety risks. When making BUILD Transportation grant award decisions, the Department will consider any innovative safety approaches proposed by the applicant, particularly

projects which incorporate innovative design solutions, enhance the environment for automated vehicles, or use technology to improve the detection, mitigation, and documentation of safety risks. Innovative safety approaches may include, but are not limited to:

- Conflict detection and mitigation technologies (e.g., intersection alerts and signal prioritization);
- Dynamic signaling, smart traffic signals, or pricing systems to reduce congestion;
- Traveler information systems, to include work zone data exchanges;
- Signage and design features that facilitate autonomous or semi-autonomous vehicle technologies;
- Applications to automatically capture and report safety-related issues (e.g., identifying and documenting near-miss incidents); and
- Cybersecurity elements to protect safety-critical systems.

For innovative safety proposals, the Department will evaluate safety benefits that those approaches could produce and the broader applicability of the potential results. DOT will also assess the extent to which the project uses innovative technology that supports surface transportation to significantly enhance the operational performance of the transportation system.

Innovative technologies include: broadband deployment and the installation of high-speed networks concurrent with the project construction; connecting Intelligent Transportation System (ITS) infrastructure; and providing direct fiber connections that support surface transportation to public and private entities, which can provide a platform

and catalyst for growth of rural communities. The Department will consider whether and the extent to which the construction of the transportation project will allow concurrent broadband deployment and the installation of high-speed networks.

(ii) Innovative Project Delivery

DOT will consider the extent to which the project utilizes innovative practices in contracting (such as public-private partnerships), congestion management, asset management, or long-term operations and maintenance.

The Department also seeks projects that employ innovative approaches to improve the efficiency and effectiveness of the environmental permitting and review to accelerate project delivery and achieve improved outcomes for communities and the environment. The Department's objective is to achieve timely and consistent environmental review and permit decisions. Accordingly, projects from States with NEPA assignment authority under 23 U.S.C. 327 are considered to use an innovative approach to project delivery. Participation in innovative project delivery approaches will not remove any statutory requirements affecting project delivery.

While BUILD Transportation grant award recipients are not required to employ innovative approaches, the Department encourages BUILD Transportation grant applicants to describe innovative project delivery methods for proposed projects.

Additionally, DOT is interested in projects that apply innovative strategies to improve the efficiency of project development or expedite project delivery by using FHWA's Special Experimental Project No. 14 (SEP-14) and Special Experimental Project No. 15 (SEP-15). Under SEP-14 and SEP-15, FHWA may waive statutory and regulatory requirements under title 23 on a project-by-project basis to explore innovative

processes that could be adopted through legislation. This experimental authority is available to test changes that would improve the efficiency of project delivery in a manner that is consistent with the purposes underlying existing requirements; it is not available to frustrate the purposes of existing requirements.

When making BUILD Transportation grant award decisions, the Department will consider the applicant's proposals to use SEP-14 or SEP-15, whether the proposals are consistent with the objectives and requirements of those programs, the potential benefits that experimental authorities or waivers might provide to the project, and the broader applicability of potential results. The Department is not replacing the application processes for SEP-14 or SEP-15 with this notice or the BUILD Transportation grant program application. Instead, it seeks detailed expressions of interest in those programs. If selected for an BUILD Transportation grant award, the applicant would need to satisfy the relevant programs' requirements and complete the appropriate application processes. Selection for a BUILD Transportation grant award does not mean a project's SEP-14 or SEP-15 proposal has been approved. The Department will make a separate determination in accordance with those programs' processes on the appropriateness of a waiver.

(iii) Innovative Financing

DOT will assess the extent to which the project incorporates innovations in transportation funding and finance through both traditional and innovative means, including by using private sector funding or financing and recycled revenue from the competitive sale or lease of publicly owned or operated assets.

(b) Partnership

The Department will consider the extent to which projects demonstrate strong collaboration among a broad range of stakeholders. Projects with strong partnership typically involve multiple partners in project development and funding, such as State and local governments, other public entities, and private or nonprofit entities. DOT will consider applicants that partner with State, local, or private entities for the completion and operation of transportation infrastructure to have strong partnership. DOT will also assess the extent to which the project application demonstrates collaboration among neighboring or regional jurisdictions to achieve local or regional benefits. In the context of public-private partnerships, DOT will assess the extent to which partners are encouraged to ensure long-term asset performance, such as through pay-for-success approaches.

DOT will also consider the extent to which projects include partnerships that bring together diverse transportation agencies or are supported, financially or otherwise, by other stakeholders that are pursuing similar objectives. For example, DOT will consider the extent to which transportation projects are coordinated with economic development, housing, water and waste infrastructure, power and electric infrastructure, broadband and land use plans and policies or other public service efforts.

ii. Demonstrated Project Readiness

During application evaluation, the Department may consider project readiness to assess the likelihood of a successful project. In that analysis, the Department will consider significant risks to successful completion of a project, including risks associated with environmental review, permitting, technical feasibility, funding, and the applicant's

capacity to manage project delivery. Risks do not disqualify projects from award, but competitive applications clearly and directly describe achievable risk mitigation strategies. A project with mitigated risks or with a risk mitigation plan is more competitive than a comparable project with unaddressed risks.

iii. Project Costs and Benefits

The Department may consider the costs and benefits of projects seeking BUILD Transportation grant funding. To the extent possible, the Department will rely on quantitative, data-supported analysis to assess how well a project addresses this criterion, including an assessment of the project's estimated benefit-cost ratio and net quantifiable benefits based on the applicant-supplied BCA described in Section D.2.vi.

iv. Additional Considerations

The FY 2019 Appropriations Act requires the Department to consider contributions to geographic diversity among recipients, including the need for a balance between the needs of rural and urban communities when selecting BUILD Transportation grant awards.

2. Review and Selection Process

DOT reviews all eligible applications received by the deadline. The BUILD Transportation grants review and selection process consists of at least Technical Review and Senior Review. In the Technical Review, teams comprising staff from the Office of the Secretary (OST) and operating administrations review all eligible applications and rate projects based on how well the projects align with the selection criteria. The Senior Review Team, which includes senior leadership from OST and the operating administrations, determines which projects to advance to the Secretary as Highly Rated.

The FY 2019 Appropriations Act mandated BUILD Transportation grant awards by November 12, 2019. The Secretary selects from the Highly Rated projects for final awards.

3. Additional Information

Prior to award, each selected applicant will be subject to a risk assessment as required by 2 CFR § 200.205. The Department must review and consider any information about the applicant that is in the designated integrity and performance system accessible through SAM (currently the Federal Awardee Performance and Integrity Information System (FAPIIS)). An applicant may review information in FAPIIS and comment on any information about itself. The Department will consider comments by the applicant, in addition to the other information in FAPIIS, in making a judgment about the applicant's integrity, business ethics, and record of performance under Federal awards when completing the review of risk posed by applicants.

F. Federal Award Administration Information

1. Federal Award Notice

Following the evaluation outlined in Section E, the Secretary will announce awarded projects by posting a list of selected projects at www.transportation.gov/BUILDgrants. Notice of selection is not authorization to begin performance. Following that announcement, the relevant operating administration will contact the point of contact listed in the SF 424 to initiate negotiation of the grant agreement for authorization.

2. Administrative and National Policy Requirements

All awards will be administered pursuant to the Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards found in 2

C.F.R part 200, as adopted by DOT at 2 C.F.R part 1201. Federal wage rate requirements included in subchapter IV of chapter 31 of title 40, U.S.C., apply to all projects receiving funds under this program, and apply to all parts of the project, whether funded with BUILD Transportation Grant funds, other Federal funds, or non-Federal funds.

In connection with any program or activity conducted with or benefiting from funds awarded under this notice, recipients of funds must comply with all applicable requirements of Federal law, including, without limitation, the Constitution of the United States; the conditions of performance, non-discrimination requirements, and other assurances made applicable to the award of funds in accordance with regulations of the Department of Transportation; and applicable Federal financial assistance and contracting principles promulgated by the Office of Management and Budget. In complying with these requirements, recipients, in particular, must ensure that no concession agreements are denied or other contracting decisions made on the basis of speech or other activities protected by the First Amendment. If the Department determines that a recipient has failed to comply with applicable Federal requirements, the Department may terminate the award of funds and disallow previously incurred costs, requiring the recipient to reimburse any expended award funds.

Additionally, applicable Federal laws, rules and regulations of the relevant operating administration administering the project will apply to the projects that receive BUILD Transportation grant awards, including planning requirements, Service Outcome Agreements, Stakeholder Agreements, Buy America compliance, and other requirements under DOT's other highway, transit, rail, and port grant programs. In particular, Executive Order 13858 directs the Executive Branch Departments and agencies to

maximize the use of goods, products, and materials produced in the United States through the terms and conditions of Federal financial assistance awards. If selected for an award, grantees must be prepared to demonstrate how they will maximize the use of domestic goods, products, and materials in constructing their project. BUILD Transportation grant projects involving vehicle acquisition must involve only vehicles that comply with applicable Federal Motor Vehicle Safety Standards and Federal Motor Vehicle Safety Regulations, or vehicles that are exempt from Federal Motor Carrier Safety Standards or Federal Motor Carrier Safety Regulations in a manner that allows for the legal acquisition and deployment of the vehicle or vehicles.

For projects administered by FHWA, applicable Federal laws, rules, and regulations set forth in Title 23 U.S.C. and Title 23 C.F.R apply, including the 23 U.S.C. 129 restrictions on the use of toll revenues, and Section 4(f) preservation of parklands and historic properties requirements under 23 U.S.C. 138. For an illustrative list of the other applicable laws, rules, regulations, executive orders, polices, guidelines, and requirements as they relate to a BUILD Transportation grant project administered by the FHWA, please see

https://ops.fhwa.dot.gov/Freight/infrastructure/tiger/fy2016_gr_exhbt/index.htm

For BUILD Transportation projects administered by the Federal Transit Administration and partially funded with Federal transit assistance, all relevant requirements under chapter 53 of title 49 U.S.C. apply. For transit projects funded exclusively with BUILD Transportation grant funds, some requirements of chapter 53 of title 49 U.S.C. and chapter VI of title 49 C.F.R. apply.

For projects administered by the Federal Railroad Administration, FRA requirements described in 49 U.S.C. Subtitle V, Part C apply.

For each project that receives a BUILD Transportation grant award, the terms of the award will require the recipient to complete the project using at least the level of non-Federal funding that was specified in the application. If the actual costs of the project are greater than the costs estimated in the application, the recipient will be responsible for increasing the non-Federal contribution. If the actual costs of the project are less than the costs estimated in the application, DOT will generally reduce the Federal contribution.

3. Reporting

i. Progress Reporting on Grant Activities

Each applicant selected for BUILD Transportation grant funding must submit quarterly progress reports and Federal Financial Reports (SF-425) to monitor project progress and ensure accountability and financial transparency in the BUILD Transportation grant program.

ii. System Performance Reporting

Each applicant selected for BUILD Transportation grant funding must collect and report to the DOT information on the project's performance. The specific performance information and reporting time period will be determined on a project-by-project basis. Performance indicators will not include formal goals or targets, but will include observed measures under baseline (pre-project) as well as post-implementation outcomes, and will be used to evaluate and compare projects and monitor the results that grant funds achieve to the intended long-term outcomes of the BUILD Transportation grant program are achieved. To the extent possible, performance indicators used in the reporting should

align with the measures included in the application and should relate to at least one of the selection criteria defined in Section E. Performance reporting continues for several years after project construction is completed, and DOT does not provide BUILD Transportation grant funding specifically for performance reporting.

iii. Reporting of Matters Related to Recipient Integrity and Performance

If the total value of a selected applicant's currently active grants, cooperative agreements, and procurement contracts from all Federal awarding agencies exceeds \$10,000,000 for any period of time during the period of performance of this Federal award, then the applicant during that period of time must maintain the currency of information reported to the SAM that is made available in the designated integrity and performance system (currently FAPIIS) about civil, criminal, or administrative proceedings described in paragraph 2 of this award term and condition. This is a statutory requirement under section 872 of Public Law 110-417, as amended (41 U.S.C. 2313). As required by section 3010 of Public Law 111-212, all information posted in the designated integrity and performance system on or after April 15, 2011, except past performance reviews required for Federal procurement contracts, will be publicly available.

G. Federal Awarding Agency Contacts

For further information concerning this notice please contact the BUILD Transportation grant program staff via e-mail at BUILDgrants@dot.gov, or call Howard Hill at 202-366-0301. A TDD is available for individuals who are deaf or hard of hearing at 202-366-3993. In addition, DOT will post answers to questions and requests for

clarifications on DOT's website at www.transportation.gov/BUILDgrants. To ensure applicants receive accurate information about eligibility or the program, the applicant is encouraged to contact DOT directly, rather than through intermediaries or third parties, with questions. DOT staff may also conduct briefings on the BUILD Transportation grant selection and award process upon request.

H. Other information

1. Protection of Confidential Business Information

All information submitted as part of or in support of any application shall use publicly available data or data that can be made public and methodologies that are accepted by industry practice and standards, to the extent possible. If the applicant submits information that the applicant considers to be a trade secret or confidential commercial or financial information, the applicant must provide that information in a separate document, which the applicant may cross-reference from the application narrative or other portions of the application. For the separate document containing confidential information, the applicant must do the following: (1) state on the cover of that document that it "Contains Confidential Business Information (CBI)"; (2) mark each page that contains confidential information with "CBI"; (3) highlight or otherwise denote the confidential content on each page; and (4) at the end of the document, explain how disclosure of the confidential information would cause substantial competitive harm. DOT will protect confidential information complying with these requirements to the extent required under applicable law. If DOT receives a Freedom of Information Act (FOIA) request for the information that the applicant has marked in accordance with this section, DOT will follow the procedures described in its FOIA regulations at 49 C.F.R. §

7.29. Only information that is in the separate document, marked in accordance with this section, and ultimately determined to be confidential under § 7.29 will be exempt from disclosure under FOIA.

2. Publication/Sharing of Application Information

Following the completion of the selection process and announcement of awards, the Department intends to publish a list of all applications received along with the names of the applicant organizations and funding amounts requested. Except for the information properly marked as described in Section H.1., the Department may make application narratives publicly available or share application information within the Department or with other Federal agencies if the Department determines that sharing is relevant to the respective program's objectives.

3. Department Feedback on Applications

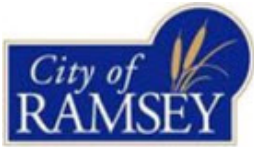
The Department strives to provide as much information as possible to assist applicants with the application process. The Department will not review applications in advance, but Department staff are available for technical questions and assistance. To efficiently use Department resources, the Department will prioritize interactions with applicants who have not already received a debrief on their FY 2018 BUILD Transportation grant application. Program staff will address questions to BUILDgrants@dot.gov throughout the application period. Department staff will make reasonable efforts to schedule meetings on projects through May 31, 2019. After that

date, Department staff will schedule meetings only to the extent possible and consistent with timely completion of other activities.

Issued On: 4-16-19



Elaine L. Chao
Secretary



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

CC Regular Session

7. 6.

Meeting Date: 05/28/2019

By: Kurt Ulrich, Administrative Services

Information

Title:

Adopt City Strategic Plan

Purpose/Background:

Each year, the City Council and the city staff leadership team review the City's Strategic Plan and make updates as necessary. The City reviewed the attached Strategic Plan at work sessions on February 12, February 19, March 12, and April 3 and the attached document is now presented for formal adoption. Part of the process was to review the organizational values, vision, mission, objectives, strategies, and specific action priorities for 2019.

Notification:

N/A

Observations/Alternatives:

The City's Strategic Plan is attached and may be adopted as presented, modified, or postponed for future consideration.

Funding Source:

Funding is identified within the Strategic Plan.

Recommendation:

It is recommended that the City Council Adopt the City Strategic Plan as attached

Action:

Motion adopting the City Strategic Plan as attached.

Attachments

City StrategicPlan2019

Form Review

Inbox

Kurt Ulrich (Originator)

Form Started By: Kurt Ulrich

Final Approval Date: 05/23/2019

Reviewed By

Kurt Ulrich

Date

05/23/2019 05:01 PM

Started On: 05/23/2019 04:43 PM

Strategic Plan Update

2019 Update – April 2 Version

ABOUT RAMSEY

Ramsey is a suburban city located in the northwestern part of Anoka County, with a population of approximately 26,500. Two rivers dominate its borders, the Rum River and the Mississippi River.

The first settlement in Ramsey began because of trading along the banks of the Mississippi. Many settlers came here on a steamboat called *The Governor Ramsey* named after our first territorial governor, from which the City reportedly acquired the name.

Only a few of the first houses and structures built in Ramsey remain today. The most notable structure of historic significance is on the National Register of Historic Places, the Old Ramsey Town Hall, located west of Highway 47 (Saint Francis Boulevard) just north of County Road 116 (Bunker Lake Boulevard). This 19th century structure was originally used as a schoolhouse. The building is a community landmark and the City is working on a long term plan for the structure.

Two school districts now serve Ramsey - Elk River #728, and Anoka-Hennepin #11. Students from both districts regularly exceed the state average on the Minnesota Basic Standards in math, reading, and writing, and score well above the national average on college entrance exams.

Many people have chosen to live in Ramsey because of its rural character, wetlands, wildlife, parks, recreation and the housing choices. Ramsey is a mixture of farms, large-lot single family, urban single-family, and multi-family with a range of prices that appeals to a wide variety of families and individuals. The City is expected to grow by approximately 10,000 people over the next 20 years. Economic Development continues to be a priority for our City. With nearly 7,000 employees working in Ramsey everyday, new industrial and retail growth may add an additional 5,000 employees over the next 20 years. We are proud of our commitment to attract economically and environmentally sound commercial development.

Ramsey is committed to manage future growth to provide a high quality of life, enhanced employment opportunities and a stable tax base. Looking ahead, our city is working toward retail and commercial growth that includes restaurants, shopping, entertainment and additional employment opportunities.

Please note: this document is a work in progress. Staff is still working on final formatting. Please focus on content over formatting at this stage.

VALUES

Ethics and Integrity

Fiscal Responsibility

Cooperation and Teamwork

Open and Honest Communications

Excellence and Quality in the Delivery of Service

Treating People with Respect and Fairness

Adaptability and Continuous Learning

VISION

Ramsey will be a secure, citizen-driven, collaborative community that respects the balance and connectivity between its unique urban, rural and natural environments.

MISSION

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

OBJECTIVES

Financial Stability

A Balance of Rural Character and Urban Growth

An Active and Connected Community

Smart, Citizen-Focused Government

An Effective Organization

STRATEGIES

Identify and implement operational efficiencies, cost savings and additional funding sources.

Promote economic growth and development.

Create a positive image for residential neighborhoods, business districts and key corridors.

Enhance Community Engagement in policy decision-making processes.

Strengthen and enhance our identity and brand.

Improve the safety and mobility of transportation corridors.

Connect the community both physically and socially to destinations, services and activities.

Enhance customer service through process improvements.

Enhance sustainability and efficiency through public facilities and infrastructure investments.

Improve City's communication.

Improve and sustain high organizational morale.

Strive to reflect the demographics of the community.

ACTION PLAN

Action	Timeframe	Resources	Key Outcomes and Indicators	Responsible Party
Strategy: Identify and implement operational efficiencies, cost savings and additional funding sources.				
1. Complete a Road Maintenance Funding Study and Public Engagement/Education Process.	Q3 2019	Existing Staff WSB Contact Budget Impact = Medium	Updated policy on appropriate funding for long term maintenance of local roads. Results will influence future decision on road funding.	Bruce Westby
2. Implement a Road Maintenance Funding Program.	Q1 2020	Budget Impact = Medium	Retain existing program or choose a new program.	Diana Lund
3. Identify and improve one organizational workflow process.	2019	Budget Impact = Low	Experienced cost savings as a result of improved workflow. Example: Purchasing Policy	Kurt Ulrich
4. Create an Alternative Funding Toolkit.	2019	Budget Impact = Low	List of potential funding sources for capital improvements. Improved funding partnership and successful capital projects.	Diana Lund
5. Evaluate Asset Management Options for Public Infrastructure.	2019	Budget Impact = Low RCP Report	Improved tracking of roads, utilities, etc. More efficient utilization of personnel resources.	Bruce Westby
Strategy: Promote economic growth and development.				
6. Expand Business Retention and Expansion efforts.	2019	Existing Staff: Budget Impact = Low	Stable base of local employers, representing the largest opportunity for future growth of jobs and tax base. Increase the number of business visits. Improve the quality and attendance at EDA events.	Sean Sullivan
7. Expand recruitment process to secure new commercial and industrial users. [Expand to multiple actions]	2019	Existing Staff: Real estate broker Budget Impact = Low RCP Report	Continued growth of jobs, tax base, and services. 50,000 square feet of new industrial space. 5,000 square feet of new retail space.	Sean Sullivan
8. Complete Comprehensive Housing Study and recruit new residential neighborhoods.	Q3 2019	Existing Staff: Budget Impact = Medium RCP Report	Plan for market relevant housing to jobs ratio (1 job per 1.5 household).	Tim Gladhill
Strategy: Create a positive image for residential neighborhoods, business districts and key corridors.				

Action	Timeframe	Resources	Key Outcomes and Indicators	Responsible Party
9. Create baseline metrics to track and evaluate effectiveness of changes to Code Enforcement Program and use to track future trends.	Q4 2019	Existing Staff: Budget Impact = Low	Reduced blight and public nuisance. Improved responsiveness of neighborhood concerns. Improved empathy to private property rights and complex regulations. Improved aesthetics and reduced blight along Highway 10.	Tim Gladhill
10. Create a coalition of local multifamily (apartments, condos, etc.) property managers.	2019	Budget Impact = Low RCP Report	Ensure that multifamily properties maintain high quality. Consider HOAs	Chloe McGuire Brigl
Strategy: Enhance Community Engagement in policy decision-making processes.				
11. Create Public Engagement Toolkit/Manual.	Q1 2020	Existing Staff: Budget Impact = Low RCP Report	New and improved engagement with the community on all key policy topics.	Tim Gladhill
Strategy: Strengthen and enhance our identity and brand.				
12. Complete a feasibility study for a future Postal Facility to obtain a Ramsey ZIP Code.	2020	Existing Staff Budget Impact = Medium RCP Report (community identity)	ZIP Code will identify itself as Ramsey. Take a step forward in achieving a Ramsey ZIP Code. Seek third-party funding to assist.	Kurt Ulrich
13. Install and/or replace signs at Highway 10/Ramsey Boulevard, Highway 10/Rail Station, and Highway 47/Bunker Lake Boulevard.	Q3 2019	Budget Impact = Medium to High RCP Report	Unified community brand for key nodes.	Chloe McGuire Brigl
14. Develop a plan for Historic Town Hall.	Q3 2019	Budget Impact = Low RCP Report	Adaptive reuse and tax base generation of historic town hall. Consider other buyers.	Kurt Ulrich
Strategy: Improve the safety and mobility of transportation corridors.				
Complete County Road 5 Corridor Study. [This may need additional discussion.]	Future Parking Lot List Revisit adding	Budget Impact = Medium	Unified vision for Nowthen Boulevard. Improved safety and reduced congestion.	Bruce Westby
15. Complete State Highway 47 Study Update.	Q1 2020	Existing Staff: Budget Impact = Medium	Unified vision for Highway 47. Improved safety and reduced congestion.	Bruce Westby
16. Complete the Ramsey Gateway Study.	Q4 2019	Existing Staff/Resources Budget Impact = High RCP Report	Unified vision for Highway 10. Improved safety and reduced congestion.	Tim Gladhill

Action	Timeframe	Resources	Key Outcomes and Indicators	Responsible Party
Strategy: Connect the community both physically and socially to destinations, services, and activities.				
17. Complete the Master Parks and Trail Plan/Capital Improvement Program Update.	2019	Existing Staff/Resources Budget Impact = Medium RCP Report	Adequate parks, trails and public spaces, both future and existing. Unique recreation destinations.	Mark Riverblood
18. Update Recreation Programming Work Plan	2019	Budget Impact = Low	Deliver a diversity of programs that finds a balance of revenue and access.	Mark Riverblood
Strategy: Enhance customer service through process improvements.				
19. Complete snow removal study and alternatives analysis.	2019	Budget Impact = Low	Ensure process and staffing for snow removal meets community expectations.	Grant Riemer
Strategy: Enhance sustainability and efficiency through public facilities and infrastructure investments.				
20. Complete Regional Surface Water Supply Feasibility Study.	Q1 2020	Study funded by Metropolitan Council. Budget Impact = Low	Adequate supply of water to supply community's future vision. Ensure that groundwater is the most appropriate source for the future.	Bruce Westby
21. Complete Plans and Specifications for Future Public Works Campus.	2019	Budget Impact = High	Adequate space to effectively maintain public infrastructure. Savings of time and money in operational efficiencies.	Grant Riemer
22. Consider smart irrigation rebate program.	2019	Budget Impact = Medium	Reduced demand on public water supply and avoid/delay of infrastructure investments.	Chris Anderson
Strategy: Improve City's communication.				
23. Update Communications Plan.	2019	Existing Staff Budget Impact = Low RCP Report	Improved external communication. Provide more information of interest to residents in multiple formats. New and more effective ways to reach the community, including but not limited to social media. Talking Points for Key Projects. Policy, process, and timing for communicating key topics. Improved administration of Ramsey Resident Newsletter.	Megan Thorstad
24. Enhance Employee Intranet.	Q4 2019	Budget Impact = Low	Enhanced access for personnel policies and resources for existing and future Councilmembers, Employees, and Commissioners. Improved internal communication.	Colleen Lasher
Strategy: Improve and sustain high organizational morale.				
This remains a high priority for the community and is addressed in multiple actions above.				

Action	Timeframe	Resources	Key Outcomes and Indicators	Responsible Party
Strategy: Strive to reflect the demographics of the community.				
This remains a high priority for the community and is addressed in multiple actions above.				

Budget Impact Key; Low = Existing Staff/thousands of dollars; Medium = Additional Staff/Consultants/tens of thousands of dollars; High = capital improvement/hundreds of thousands of dollars.

RCP Report = Partnership with the University of Minnesota completed in 2018. This partnership created a library of resources and policy alternatives. A full list of completed reports can be found online at rcp.umn.edu/ramsey-projects.

PARKING LOT LIST

Action	Strategy
Complete a Development Fee Impact Study.	Identify and implement operational efficiencies, cost savings and additional funding sources.
Complete Comprehensive Streetscape and Greenway Manual.	Create a positive image for residential neighborhoods, business districts and key corridors.
Complete Neighborhood Plans for Pearson Properties and Makowsky Farms.	Create a positive image for residential neighborhoods, business districts and key corridors.
Remodel 2 nd Floor of City Hall for additional collaboration and meeting space.	Enhance Community Engagement in policy decision-making processes.
Complete a Fire Department Duty Crew Analysis.	Enhance customer service through process improvements.
Complete Organization Staffing Plan.	Improve and sustain high organizational morale.
Complete a Corridor Plan for Nowthen Boulevard	Improve safety and mobility.

CULTURE

- Utilize Strategic Plan to prioritize budget requests.
- Leverage additional funding sources.
- Seek grants to do high priority projects.
- Seek public and private partnerships.
- Improve Park and Recreation revenue through user fees and sponsorships.
- Provide adequate public safety staffing based upon common metrics (i.e., calls for service, time of day caseload, land use and population, citizen expectations).
- Continue Staff Recognition Programs.
- Increase awareness of various employee resources.