City of Ramsey
Agenda
Regular City Council
Tuesday, October 8, 2019
7:00 pm
Council Chambers, 7550 Sunwood Drive NW

1. Call to Order

2. Presentation

1. Presentation: Oath of Office for a Patrol Officer

3. Citizen Input

4. Approve Agenda

5. Consent Agenda

1. Approve Licenses

2. Adopt Resolution # 19-247 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of September 19, 2019 through October 8, 2019

3. Adopt Resolution #19-211 Approving Code Enforcement Action Plan at 8700 171st Ave NW

4. Adopt Resolution #19-223 Appointing Election Judges for the Special General Election on November 5, 2019

5. Adopt Resolution #19-243 Approving Final Plat and Development Agreement for Ellis Addition

6. Adopt Resolution #19-244 to Approve the 2019 Amended and Restated Joint Powers Agreement for North Metro Mayors Association

7. Adopt Resolution #19-246 Updating 2019 Committee Appointments

8. Adopt Resolution #19-249 Authorizing Consolidated Rail Infrastructure and Safety Improvements (CRISI) Transportation Grant
Application for Ramsey Gateway Highway 10 Improvements.

9. Adopt Resolution #19-250 Rescinding Resolution #19-222

10. Report from Public Works Committee.
The Public Works Committee held its regular meeting on September 17, 2019 and discussed the following cases.
1. Consider Lowering Speed Limit on Residential Roads: The Committee directed staff to bring the topic back for consideration in six months.
2. Recommend City Council Approval of Funding Program for Variolite Street Reconstruction, Improvement Project #20-01: Motion to ratify the recommendation of the Public Works Committee for City Council approval of a funding program for the Variolite Street Reconstruction project, Improvement Project #20-01, not including special assessment, and to consider amending the assessment policy to provide flexibility in cases where it would not make financial sense.
3. Recommend City Council Approval of Ramsey Town Center 9th Addition Pond Lining Improvements, Improvement Project #19-06: Motion to ratify the recommendation of the Public Works Committee to recommend City Council approval of Ramsey Town Center 9th Addition Pond Lining Improvements, Improvement Project #19-06.
4. Recommend City Council Approval of Germanium Street Drainage Improvements, Improvement Project #19-09: Motion to ratify the recommendation of the Public Works Committee for City Council to table the Germanium Street Drainage Improvements, Improvement Project #19-09.
5. Recommend City Council Approval of Hedgehog Street Drainage Improvements, Improvement Project #19-10: Motion to ratify the recommendation of the Public Works Committee to recommend City Council approval of Hedgehog Street Drainage Improvements, Improvement Project #19-10.
6. Recommend City Council Approval of Water Efficiency Grant Application: Motion to ratify the recommendation of the Public Works Committee to recommend that the City Council approve of a Water Efficiency Grant application in the amount of $50,000.

6. Public Hearing

1. Adopt Resolution #19-236 Adopting Assessment Roll Certifying Assessments for Improvement Project #19-01, Ford Brook Estates Street Reconstructions

2. Adopt Resolution #19-237 Adopting Assessment Roll Certifying Assessments for Improvement Project #19-03, Wood Pond Hills & Chestnut Ridge Street Reconstructions

7. Council Business

1. Roof Replacement for Old Town Hall

2. Adopt Resolution #19-245 Approving Authorization to Add Back Parcels Into TIF District #14

3. Adopt Resolution #19-248 Accepting Proposals and Awarding Contract for Improvement Project #19-12, Centralized Water Treatment Facility Preliminary Design Report

8. Mayor/Council/Staff Input

9. Adjournment

CC Regular Session **2. 1.**

Meeting Date: 10/08/2019

Information

Title:

Presentation: Oath of Office for a Patrol Officer

Purpose/Background:

Purpose: To issue the Oath of Office to Patrol Officer Jordan England.

Background: Patrol Officer Jordan England began working with the City of Ramsey in May 2019. Patrol Officer Jordan England has recently completed his field training program. Mayor LeTourneau will issue the Oath of Office to Officer England.

Attachments

No file(s) attached.

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	10/03/2019 03:31 PM
Form Started By: Tim Frankfurth		Started On: 10/03/2019 08:33 AM
Final Approval Date: 10/03/2019		

CC Regular Session **5. 1.**

Meeting Date: 10/08/2019

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	Sean Sullivan	10/02/2019 09:10 AM
Tim Gladhill	Tim Gladhill	10/02/2019 02:47 PM
Kurt Ulrich	Kurt Ulrich	10/03/2019 03:06 PM
Form Started By: Wendy Schlueter		Started On: 09/25/2019 10:50 AM
Final Approval Date: 10/03/2019		

Report Name: License Report - License Types
Council Dates: 10/8/2019 to
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, Second Hand Goods Dealer, Special Events, Temporary Amusement/Carnival/Circus, Therapeutic Massage Establishment, Therapeutic Massage Therapist, Tobacco, Transient Merchant/Peddler/Solicitor

City of Ramsey
License Report - License Types

Company	Location	Complex	Exp. Date	Council Date	Status
Special Events					
Adrenaline Sports Center	8310 147th La NW	Adrenaline Sports Center - Winter	10/28/2019	10/8/2019	A

Special Events License Count: 1

Total Licenses: 1

CC Regular Session **5. 2.**

Meeting Date: 10/08/2019

By: Jackie Lipski, Finance

Information

Title

Adopt Resolution # 19-247 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of September 19, 2019 through October 8, 2019

Action:

Motion to Adopt Resolution # 19-247 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of September 19, 2019 through October 8, 2019.

Attachments

Bills List 10/8/2019

Resolution 10/8/2019

Form Review

Inbox	Reviewed By	Date
Diana Lund	Diana Lund	10/02/2019 09:44 AM
Kurt Ulrich	Kurt Ulrich	10/03/2019 03:32 PM
Form Started By: Jackie Lipski		Started On: 10/02/2019 09:36 AM
Final Approval Date: 10/03/2019		

RAMSEY CITY COUNCIL MEETING

10/8/2019

BILLS LIST

DISBURSEMENTS TO BE APPROVED THIS MEETING:

DISBURSEMENT TYPE:	SUBMITTED FOR APPROVAL
Purchase Journal:	
Prepaids 9/19/19-10/2/19	242,657.70
Accounts Payable 9/19/19-10/2/19	216,999.12
Payroll 9/20/19	190,891.08

TOTAL SUBMITTED FOR APPROVAL THIS MEETING
(Invoices Available for Reviewal) **$ 650,547.90**

	APPROVED PREV. MTG	2019 Y.T.D.
DISBURSEMENTS PREVIOUSLY APPROVED AND PAID:		
NET PAYROLL TOTAL	$ 167,156.72	$ 3,172,476.93
- CORRECTION TO PAYROLL		
PREPAIDS	294,698.53	5,540,776.55
- PREPAID ADJUSTMENTS		
WIRE TRANSFERS FOR DEBT SERVICE		999,355.85
- CORRECTION TO D.S.		
ACCOUNTS PAYABLE INVOICING - PREVIOUS MEETING:		
- BILLS LIST SUBMITTED	307,940.87	5,235,893.35
ADD (DELETE) BILLS LIST SUBMITTED		
PAY ESTIMATE(S)	292,637.42	1,430,005.38
- CHECKS VOIDED	0.00	0.00
TOTAL CASH DISBURSEMENTS PREVIOUSLY APPROVED	**$ 1,062,433.54**	**$ 16,378,508.06**

CITY OF RAMSEY

Council Check Register by GL

Council Check Register and Summary

9/19/2019 -- 12/31/2019

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
109453	**9/19/2019**		**114881 ANDERSON RACE MANAGEMENT**						
		673.71	BAL DUE HD 2019		98608	091819	0296.6249		MISCELLANEOUS OPERA
		673.71							
109454	**9/19/2019**		**115915 BROST, C. ANTHONY**						
		275.00	HD CAR SHOW DJ 2019		98609	091819	0296.6249		MISCELLANEOUS OPERA
		275.00							
109455	**9/19/2019**		**117192 GANGELHOFF, THERESA**						
		155.00	REF DAMAGE/KEY DEPOSIT		98611	091619	9804.1160		KEY & DAMAGE DEPOSIT
		155.00							
109456	**9/19/2019**		**117193 JABLONECKI, SARA**						
		100.00	REFUND DAMAGE DEP		98615	091919	9804.1160		KEY & DAMAGE DEPOSIT
		100.00							
109457	**9/19/2019**		**115328 LENNAR**						
		5,000.00	REF LAND/SIDE 7494 160TH AVE		98616	091919	9252.1155.1		MANUAL-ACCOUNTS REC
		500.00	REF LAND/SIDE 7494 160TH AVE		98616	091919	9252.1155.1		MANUAL-ACCOUNTS REC
		1,500.00	REF ERO ESC 7494 160TH AVE NW		98617	091919A	9804.6433	00116751	REFUNDS
		1,500.00	REF ERO ESC 7518 160TH AVE NW		98618	091919B	9804.6433	00116899	REFUNDS
		5,000.00	REF LAND ESC 7518 160TH AVE NW		98619	091919C	9252.1155.1		MANUAL-ACCOUNTS REC
		13,500.00							
109458	**9/19/2019**		**112959 PREMIUM WATERS INC**						
		64.38	BOTTLED WATER- FIRE DEPT		98621	621331-08-19	0220.6489		OTHER CONTRACTED SE
		64.38							
109459	**9/19/2019**		**109821 T H CONSTRUCTION OF ANOKA, INC**						
		1,500.00	REF ERO ESC 16317 LITHIUM ST		98623	091919	9804.6433	00116693	REFUNDS
		1,500.00							
109508	**9/26/2019**		**100095 BRIGGS AND MORGAN PA INC**						
		5,500.00	TIF 17 SERVICES		98628	091819	9804.6315	00116922	MISCELLANEOUS PROFE
		5,500.00							
109509	**9/26/2019**		**100297 CENTERPOINT ENERGY**						
		15.00	14515 E TOWN CENTER DR		98630	8782239-1 SEPT 19	9601.6373		GAS
		21.00	15050 ARMSTRONG BLVD		98631	5914352-9 SEPT 19	0220.6373		GAS
		23.41	6701 HIWAY 10		98632	6011580-5 SEPT 19	9410.6373	00041012	GAS
		781.06	7550 SUNWOOD DR NW		98633	6702493-5 SEPT 19	0194.6373		GAS
		69.20	5650 ALPINE DR NW		98634	5961540-1 SEPT 19	0220.6373		GAS
		909.67							
109510	**9/26/2019**		**110734 CITY OF RAMSEY**						
		100.00	712230960		98635	092519	9601.4651		WATER REVENUE
		166.52	700617252		98635	092519	9601.4651		WATER REVENUE
		80.00	719798		98635	092519	9601.4651		WATER REVENUE
		346.52							
109511	**9/26/2019**		**117200 HARRISON, ROBYN**						

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
109511	9/26/2019		117200 HARRISON, ROBYN						Continued.
		155.00	REF DAMAGE DEPOSIT		98637	092319	9804.1160		KEY & DAMAGE DEPOSIT
		155.00							
109512	9/26/2019		115574 HEALTHPARTNERS						
		58,069.50	OCT 2019 HEALTH INS		98638	92242556	9101.2176		LIFE/HEALTH-EMPLOYEE
		58,069.50							
109513	9/26/2019		117194 LEGACY RESTORATION LLC						
		400.00	REFUND SOLICITOR FEE- OVRPYMT		98639	091719	9101.4168		PEDDLERS LICENSE
		400.00							
109514	9/26/2019		115328 LENNAR						
		2,000.00	REF DRIVE ESC 7566 159TH AVE		98640	092619	9252.1155.1		MANUAL-ACCOUNTS RE(
		5,000.00	REF LAND ESC 15965 URANIMATE		98641	092619A	9252.1155.1		MANUAL-ACCOUNTS RE(
		1,500.00	REF ERO ESC 15965 URANIMITE		98642	092619B	9804.6433	00116415	REFUNDS
		8,500.00							
109515	9/26/2019		116169 LIFE INSURANCE CO OF NORTH AMERICA						
		19.40	ACC/CRIT INS OCT 2019		98643	091819	9101.2170		DENTAL/DISABILITY/LIFE
		17.04	ACC/CRIT INS OCT 2019		98643	091819	9101.2170		DENTAL/DISABILITY/LIFE
		36.44							
109516	9/26/2019		108616 MN DEPT OF COMMERCE-UNCLAIMED PROP						
		22.64	UNCLAIMED PROPERTY 2019		98647	092019	9601.4651		WATER REVENUE
		9.60	UNCLAIMED PROPERTY 2019		98647	092019	9601.4651		WATER REVENUE
		32.24							
109517	9/26/2019		108703 STERLING TROPHY						
		96.25	HD RIBBONS		98645	24594	0296.6249		MISCELLANEOUS OPER/
		96.25							
1000508	9/20/2019		117182 BERSCHEID, SCOTT						
		29.00	ON CALL MILEAGE REIMB.		98626	091319	0311.6334		MILEAGE REIMBURSEME
		58.00	ON CALL MILEAGE REIMB.		98626	091319	0452.6334		MILEAGE REIMBURSEME
		29.00	ON CALL MILEAGE REIMB.		98626	091319	9601.6334		MILEAGE REIMBURSEME
		29.00	ON CALL MILEAGE REIMB.		98626	091319	9602.6334		MILEAGE REIMBURSEME
		145.00							
1000509	9/20/2019		112663 CAPSTONE HOMES INC						
		1,500.00	REF ERO ESC 8777 150TH LN NW		98610	091919	9804.6433	00117005	REFUNDS
		1,500.00							
1000510	9/20/2019		113278 HEMMERICH, KYLE						
		10.66	LUNCH TRAIN CAMP RIPLEY		98612	091819	0211.6331		TRAVEL & LODGING
		10.66							
1000511	9/20/2019		114432 HESSE, BRADLEY						
		28.38	2 TRAINING LUNCHES SEPT 2019		98613	091819	0211.6331		TRAVEL & LODGING
		28.38							
1000512	9/20/2019		114431 HINNENKAMP, JAKE						
		14.34	MEAL- DRIVING SCHOOL		98614	091919	0211.6331		TRAVEL & LODGING
		14.34							
1000513	9/20/2019		100283 MENARDS COON RAPIDS						

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
									Continued.
1000513	9/20/2019		100283 MENARDS COON RAPIDS						
		72.90	MISC SUPPLIES		98620	9509	0220.6249		MISCELLANEOUS OPERA
		72.90							
1000514	9/20/2019		115583 SANDARIN, BARBARA						
		270.00	AUGUST 19 YOGA CLASSES		98622	908	0452.6489		OTHER CONTRACTED SE
		270.00							
1000515	9/20/2019		100510 VERIZON WIRELESS						
		95.64	AUG-SEPT 19 SERVICE		98624	9837201681	0280.6323		CELLULAR PHONES
		799.10	AUG-SEPT 19 SERVICE		98624	9837201681	0211.6323		CELLULAR PHONES
		498.14	AUG-SEPT 19 SERVICE		98624	9837201681	0211.6415		OTHER EQUIPMENT REN
		1,392.88							
1000516	9/20/2019		109886 WEBB, RICH						
		12.44	MEAL- DRIVER TRAINING		98625	091819	0211.6331		TRAVEL & LODGING
		12.44							
1000517	9/24/2019		100257 LAW ENFORCEMENT LABOR SRV INC						
		637.50			98418	0905191023112	9101.2177		UNION DUES
		637.50			98595	091819651142	9101.2177		UNION DUES
		1,275.00							
1000518	9/24/2019		100298 MN AFSCME COUNCIL 5						
		551.32			98419	0905191023113	9101.2177		UNION DUES
		551.32			98596	091819651143	9101.2177		UNION DUES
		1,102.64							
1000567	9/27/2019		116114 AVESIS THIRD PARTY ADMINISTRATORS						
		143.08	OCT 19 VISION INS		98627	2406578	9101.2170		DENTAL/DISABILITY/LIFE
		143.08							
1000568	9/27/2019		112663 CAPSTONE HOMES INC						
		1,500.00	REF ERO ESC 14978 SNOWY OWL		98629	092619	9804.6433	00117028	REFUNDS
		1,500.00							
1000569	9/27/2019		107603 DAHLBERG, NICHOLAS						
		11.88	REFUND TRAINING LUNCH		98636	092319	0211.6331		TRAVEL & LODGING
		11.88							
1000570	9/27/2019		100976 SHRED IT						
		73.13	JULY 2019 SHREDDING PD		98644	8127943941	0211.6315		MISCELLANEOUS PROFE
		73.13							
1000571	9/27/2019		105706 TINKLENBERG GROUP INC						
		3,300.00	OCT 2019 (4 OF 12)		98646	2090	9400.6315		MISCELLANEOUS PROFE
		3,300.00							
1000572	9/27/2019		100510 VERIZON WIRELESS						
		385.11	AUG-SEPT 2019 SERVICES		98648	9837820829	0220.6323		CELLULAR PHONES
		27.97	AUG-SEPT 2019 SERVICE		98649	9837719991	0130.6323		CELLULAR PHONES
		70.79	AUG-SEPT 2019 SERVICE		98649	9837719991	0192.6321		TELEPHONE
		165.87	AUG-SEPT 2019 SERVICE		98649	9837719991	0191.6323		CELLULAR PHONES
		118.90	AUG-SEPT 2019 SERVICE		98649	9837719991	0194.6323		CELLULAR PHONES
		162.85	AUG-SEPT 2019 SERVICE		98649	9837719991	0220.6323		CELLULAR PHONES
		47.82	AUG-SEPT 2019 SERVICE		98649	9837719991	0240.6323		CELLULAR PHONES

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
1000572	9/27/2019		100510 VERIZON WIRELESS						Continued.
		226.14	AUG-SEPT 2019 SERVICE		98649	9837719991	0301.6323		CELLULAR PHONES
		291.13	AUG-SEPT 2019 SERVICE		98649	9837719991	0311.6323		CELLULAR PHONES
		229.90	AUG-SEPT 2019 SERVICE		98649	9837719991	0452.6323		CELLULAR PHONES
		287.04	AUG-SEPT 2019 SERVICE		98649	9837719991	9601.6323		CELLULAR PHONES
		2,013.52							
90526229	9/20/2019		100398 PUBLIC EMPLOYEES RETIREMENT ASSN						
		100.00			98539	0916191115191	9101.2174		PERA-EMPLOYEE
		100.00			98540	0916191115192	9101.2183		PERA-EMPLOYER
		21,639.12			98597	091819651144	9101.2174		PERA-EMPLOYEE
		29,019.21			98598	091819651145	9101.2183		PERA-EMPLOYER
		50,858.33							
94361919	9/20/2019		101306 IRS						
		245.57			98480	0913191319142	9101.2171		FEDERAL WITHHOLDING
		1,358.06			98481	0913191319143	9101.2173		FICA & MEDICARE-EMPL(
		1,358.06			98482	0913191319144	9101.2182		FICA & MEDICARE-EMPL(
		392.34			98542	0916191115194	9101.2171		FEDERAL WITHHOLDING
		341.40			98543	0916191115195	9101.2173		FICA & MEDICARE-EMPL(
		341.40			98544	0916191115196	9101.2182		FICA & MEDICARE-EMPL(
		24,612.58			98600	091819651147	9101.2171		FEDERAL WITHHOLDING
		13,256.57			98601	091819651148	9101.2173		FICA & MEDICARE-EMPL(
		13,256.57			98602	091819651149	9101.2182		FICA & MEDICARE-EMPL(
		55,162.55							
97868064	9/20/2019		100601 MN DEPT OF REV WH						
		341.80			98479	0913191319141	9101.2172		STATE WITHHOLDING
		96.84			98541	0916191115193	9101.2172		STATE WITHHOLDING
		11,776.48			98599	091819651146	9101.2172		STATE WITHHOLDING
		12,215.12							
98092019	9/20/2019		115568 ALERUS FINANCIAL NA						
		3,429.52			98594	0918196511414	9101.2176		LIFE/HEALTH-EMPLOYEE
		3,429.52							
99019982	9/20/2019		100223 ICMA RETIREMENT TRUST 457						
		2,333.53			98589	091819651141	9101.2175		DEFERRED COMPENSAT
		2,333.53							
99092019	9/20/2019		107962 TOTAL ADMINISTRATIVE SERVICE CORP						
		2,055.86			98590	0918196511410	9101.2176		LIFE/HEALTH-EMPLOYEE
		2,055.86							
99348967	9/20/2019		114790 GREAT WEST LIFE AND ANNUITY INS CO						
		7,772.20			98592	0918196511412	9101.2175		DEFERRED COMPENSAT
		7,772.20							
99350134	9/20/2019		114790 GREAT WEST LIFE AND ANNUITY INS CO						
		3,038.32			98593	0918196511413	9101.2176		LIFE/HEALTH-EMPLOYEE
		3,038.32							
99724092	9/20/2019		114486 SUN LIFE ASSURANCE COMPANY OF CANADA						
		851.66			98414	09051910231111	9101.2176		LIFE/HEALTH-EMPLOYEE
		862.99			98591	0918196511411	9101.2176		LIFE/HEALTH-EMPLOYEE
		883.41	LTD		98591	0918196511411	9101.2170		DENTAL/DISABILITY/LIFE

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
99724092	**9/20/2019**		**114486 SUN LIFE ASSURANCE COMPANY OF CANADA**						**Continued.**
		14.65	COBRA Life		98591	0918196511411	9101.2176		LIFE/HEALTH-EMPLOYEE
		2,612.71							
		242,657.70	Grand Total						

Payment Instrument Totals

Checks	90,313.71
EFT Payments	139,478.14
A/P ACH Payment	12,865.85
Total Payments	242,657.70

CITY OF RAMSEY
Create Payment Control Groups

Payment Group Control Number	2935		
Bank Account	999.1010	CASH IN BANK	00002224
Version	LOGIS004V		
Originator	JLIPSKI		
Payment Instrument	Check Payment		
Pay Through Date	12/31/2019		

Payee Number	Payee Name / Mailing Address	Stub Message	Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount
100063	ASPEN MILLS	J. BAGNE BODY ARMOR	PV	98650	001	09290	9/17/2019	243821	1,157.95
						Summary Total			1,157.95
	ASPEN MILLS 8201 C CENTRAL AVE NE SPRING LAKE PARK MN 55432	C. HASSEL MISC	PV	98651	001	09101	9/17/2019	243820	229.80
						Summary Total			229.80
		M. TURNER MISC	PV	98652	001	09101	9/10/2019	243372	41.95
						Summary Total			41.95
		C. WEISS BOOTS	PV	98653	001	09101	9/6/2019	243246	149.95
						Summary Total			149.95
						Payment Amount			1,579.65
116606	BLACKHAWK PEST CONTROL LLC	RAMP-TREATED FOR SPIDERS	PV	98731	001	09240	8/31/2019	3290	475.00
	BLACKHAWK PEST CONTROL LLC 9120 BURNS PARKWAY NOWTHEN MN 55303					Summary Total			475.00
						Payment Amount			475.00
100297	CENTERPOINT ENERGY	MISC PW ACCTS	PV	98700	001	09101	9/19/2019	8000014064-2 SEPT 19	38.20
	CENTERPOINT ENERGY	MISC PW ACCTS	PV	98700	002	09101	9/19/2019	8000014064-2 SEPT 19	12.73
	P O BOX 4671	MISC PW ACCTS	PV	98700	003	09101	9/19/2019	8000014064-2 SEPT 19	12.73
	HOUSTON TX 77210-4671	MISC PW ACCTS	PV	98700	004	09101	9/19/2019	8000014064-2 SEPT 19	12.73
		MISC PW ACCTS	PV	98700	005	09101	9/19/2019	8000014064-2 SEPT 19	57.22
						Summary Total			133.61
						Payment Amount			133.61
100111	COMMERCIAL ASPHALT COMPANY	TACK OIL/MISC MATERIAL	PV	98703	001	09101	9/15/2019	190915	137.86
	COMMERCIAL ASPHALT COMPANY P O BOX 1480 MAPLE GROVE MN 55311-6480					Summary Total			137.86
						Payment Amount			137.86
100116	CONNEXUS ENERGY	TRAFFIC SIGNALS	PV	98704	001	09101	9/20/2019	759126-303100 SEPT19	883.44

Payment Group Control Number 2935
Bank Account 999.1010 CASH IN BANK 00002224
Version LOGIS004V
Originator JLIPSKI
Payment Instrument Check Payment
Pay Through Date 12/31/2019

Payee Number	Payee Name / Mailing Address	Stub Message	Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount
	CONNEXUS ENERGY				Summary Total				883.44
	PO BOX 1808	MISC PW ACCTS	PV	98705	001	09101	9/20/2019	759126-303106 SEPT 19	604.05
	MINNEAPOLIS MN 55480-1808	MISC PW ACCTS	PV	98705	002	09101	9/20/2019	759126-303106 SEPT 19	201.35
		MISC PW ACCTS	PV	98705	003	09101	9/20/2019	759126-303106 SEPT 19	201.35
		MISC PW ACCTS	PV	98705	004	09101	9/20/2019	759126-303106 SEPT 19	201.35
		MISC PW ACCTS	PV	98705	005	09101	9/20/2019	759126-303106 SEPT 19	2,039.23
					Summary Total				3,247.33
		MISC CITY ACCTS	PV	98732	001	09230	9/20/2019	759126-303107 SEPT 19	72.77
		MISC CITY ACCTS	PV	98732	002	09230	9/20/2019	759126-303107 SEPT 19	1,137.93
		MISC CITY ACCTS	PV	98732	003	09230	9/20/2019	759126-303107 SEPT 19	30.98
		MISC CITY ACCTS	PV	98732	004	09230	9/20/2019	759126-303107 SEPT 19	659.38
		MISC CITY ACCTS	PV	98732	005	09230	9/20/2019	759126-303107 SEPT 19	10,807.29
		MISC CITY ACCTS	PV	98732	006	09230	9/20/2019	759126-303107 SEPT 19	3,106.91
		MISC CITY ACCTS	PV	98732	007	09230	9/20/2019	759126-303107 SEPT 19	69.62
					Summary Total				15,884.88
		STREET LIGHTS	PV	98733	001	09603	9/20/2019	759126-303101 SEPT 19	9,801.29
					Summary Total				9,801.29
		WTR TWR/WELLS/LIFT STAT	PV	98734	001	09601	9/20/2019	759126-303102 SEPT 19	14,555.19
		WTR TWR/WELLS/LIFT STAT	PV	98734	002	09601	9/20/2019	759126-303102 SEPT 19	783.87
		WTR TWR/WELLS/LIFT STAT	PV	98734	003	09601	9/20/2019	759126-303102 SEPT 19	9,672.00
					Summary Total				25,011.06
					Payment Amount				54,828.00
104026	DIVERSIFIED PAVING INC	MILL OVERLAY TRAILS	PV	98707	001	09101	9/24/2019	692	48,230.00
	DIVERSIFIED PAVING INC				Summary Total				48,230.00
	6957 HIGHWAY 10 NW	MILL OVERLAY TRAIL	PV	98708	001	09101	8/15/2019	691	14,851.00

Payment Group Control Number	2935		
Bank Account	999.1010	CASH IN BANK	00002224
Version	LOGIS004V		
Originator	JLIPSKI		
Payment Instrument	Check Payment		
Pay Through Date	12/31/2019		

Payee Number	Name / Mailing Address	Stub Message	Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount
	SUITE 200								
	ANOKA MN 55303					Summary Total			14,851.00
						Payment Amount			63,081.00
115887	DVS RENEWAL	TAB RENEWAL 377	PV	98709	001	09101	9/20/2019	092019	14.25
	DVS RENEWAL					Summary Total			14.25
	PO BOX 64587								
	ST PAUL MN 55164-0587								
						Payment Amount			14.25
100169	EMERGENCY APPARATUS MAINTENANCE INC	WORK ON 556	PV	98665	001	09101	9/13/2019	107924	1,661.84
	EMERGENCY APPARATUS MAINTENANCE INC					Summary Total			1,661.84
	7512 4TH AVENUE	WORK ON 556	PV	98666	001	09101	9/13/2019	106629	6,207.75
	LINO LAKES MN 55014					Summary Total			6,207.75
						Payment Amount			7,869.59
100143	FERGUSON WATERWORKS # 2516	METER SUPPLIES	PV	98671	001	09601	9/17/2019	0341687	619.23
	FERGUSON WATERWORKS 2516					Summary Total			619.23
	P O BOX 802817	MARKER PAINT	PV	98739	001	09602	9/20/2019	0344149	588.24
	CHICAGO IL 60680-2817					Summary Total			588.24
						Payment Amount			1,207.47
111473	GFOA	D. LUND 19-20 MEMBERSHIP	PV	98741	001	09101	9/16/2019	0123003 2019/2020	190.00
	GFOA					Summary Total			190.00
	203 N LASALLE STREET SUITE 2700								
	CHICAGO IL 60601-1216					Payment Amount			190.00
112564	HEALTH PARTNERS GROUP HEALTH-WORKSITE	OCT 19 EAP SERVICES	PV	98674	001	09101	9/2/2019	W816333	93.00
	HEALTH PARTNERS GROUP HEALTH-WORKSITE					Summary Total			93.00
	MAIL STOP # 21109A								
	P O BOX 1309								
	MINNEAPOLIS MN 55440-1309								

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

Payee Number	Payee Name / Mailing Address	Stub Message	Document Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount
				Payment Amount					93.00
115760	HENRY SCHEIN INC	MISC GLOVES PD	PV	98675	001	09101	9/9/2019	68856520	205.20
	HENRY SCHEIN INC DEPT CH 10241 PALATINE IL 60055-0241			Summary Total					205.20
				Payment Amount					205.20
112154	HOPE HAVEN INC	LATHS	PV	98712	001	09101	8/31/2019	CI-002848	607.00
	HOPE HAVEN INC	LATHS	PV	98712	002	09101	8/31/2019	CI-002848	2,698.00
	P O BOX 70 ROCK VALLEY IA 51247			Summary Total					3,305.00
				Payment Amount					3,305.00
101247	INTERSTATE BATTERIES COON RAPIDS	REPLACE TERMINAL END	PV	98713	001	09101	9/24/2019	1901201008433	5.00
	INTERSTATE BATTERIES COON RAPIDS 335 78TH STREET EAST BLOOMINGTON MN 55420			Summary Total					5.00
				Payment Amount					5.00
100256	LANO EQUIPMENT INC	KPA COUPLER	PV	98714	001	09101	9/17/2019	02-702920	254.40
	LANO EQUIPMENT INC			Summary Total					254.40
	6140 HIGHWAY 10 NW	WAC V BELT	PV	98715	001	09101	9/16/2019	02-702536	28.05
	ANOKA MN 55303			Summary Total					28.05
				Payment Amount					282.45
100270	MACQUEEN EQUIPMENT INC	LATCH LEVER	PV	98716	001	09605	9/18/2019	P22387	65.49
	MACQUEEN EQUIPMENT INC 1125 7TH STREET EAST ST PAUL MN 55106			Summary Total					65.49
				Payment Amount					65.49
100328	MN DEPT OF HEALTH WATER	J. NELSON RENEWAL	PV	98742	001	09601	10/1/2019	100119	23.00
	MN DEPT OF HEALTH DRINKING WATER PROTECTION SECTION			Summary Total					23.00

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Version	LOGIS004V		
Originator	JLIPSKI		
Payment Instrument	Check Payment		
Pay Through Date	12/31/2019		

Payee Number	Name / Mailing Address	Stub Message	Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount
	P O BOX 64494 ST PAUL MN 55164-0494								
				Payment Amount					23.00
100887	MSSA	SHANE TURNER DUES 2019	PV	98717	001	09101	9/24/2019	092419	100.00
	MSSA ATTENTION: TIM KIEFFER 7800 GOLDEN VALLEY ROAD GOLDEN VALLEY MN 55427			Summary Total					100.00
				Payment Amount					100.00
100345	NAPA AUTO PARTS ELK RIVER	OIL/AIR FILTER 694/INV	PV	98678	001	09101	9/16/2019	030964	89.96
	NAPA AUTO PARTS ELK RIVER			Summary Total					89.96
	17137 YALE STREET NW	AIR FILTERS 682/INV	PV	98679	001	09101	9/17/2019	031107	110.67
	P O BOX 1041			Summary Total					110.67
	ELK RIVER MN 55330	AIR/OIL/FUEL FILTER 671	PV	98680	001	09101	9/13/2019	030706	43.65
				Summary Total					43.65
		AIR FILTER 679	PV	98719	001	09101	9/25/2019	032235	7.42
				Summary Total					7.42
		AIR FILTERS 679	PV	98720	001	09101	9/24/2019	032081	92.90
				Summary Total					92.90
		MISC FILTERS	PV	98721	001	09101	9/24/2019	032080	149.94
				Summary Total					149.94
				Payment Amount					494.54
115167	NET TRANSCRIPTS INC	TRANSCRIPTION SEPT 19	PV	98681	001	09101	9/15/2019	0027546	163.80
	NET TRANSCRIPTS INC 3707 N. 7TH STREET SUITE 320 PHOENIX AZ 85014			Summary Total					163.80
				Payment Amount					163.80
100393	PRAIRIE RESTORATIONS INC	BROOKFIELD 3 VEG MANAGE.	PV	98744	001	09101	9/18/2019	20571	97.57
	PRAIRIE RESTORATIONS INC			Summary Total					97.57

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Payment Group Control Number	2935		
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Originator	JLIPSKI		
Payment Instrument	Check Payment		
Pay Through Date	12/31/2019		

Payee Number	Payee Name / Mailing Address	Stub Message	Document Ty	Number	Itm	Co	Due Date	Invoice Number	Payment Amount
	31646 128TH STREET	CENTRAL PRK RAIN GARDEN	PV	98745	001	09101	9/18/2019	20573	192.08
	PRINCETON MN 55371			Summary Total					192.08
		SUNFISH LK 4 VEG MANAGE.	PV	98746	001	09101	9/26/2019	20716	474.13
				Summary Total					474.13
				Payment Amount					763.78
113944	PRODUCTIVE CORPORATION	MALWARE PROTECTION	PV	98685	001	09101	9/11/2019	20190361	7,839.94
	PRODUCTIVE CORPORATION 121 SOUTH 8TH STREET SUITE 960 MINNEAPOLIS MN 55402			Summary Total					7,839.94
				Payment Amount					7,839.94
115671	RCM EQUIPMENT COMPANY LLC	SEPT 19 RENTAL EMT	PV	98725	001	09101	9/17/2019	3792	2,800.00
	RCM EQUIPMENT COMPANY LLC 12090 MARGO AVE SO SUITE B HASTINGS MN 55033			Summary Total					2,800.00
				Payment Amount					2,800.00
109867	RES SPECIALTY PYROTECHNICS	HAPPY DAYS 19 FIREWORKS	PV	98686	001	09297	9/7/2019	23173	8,000.00
	RES SPECIALTY PYROTECHNICS 21595 286TH STREET BELLE PLAIN MN 56011			Summary Total					8,000.00
				Payment Amount					8,000.00
100431	SAFETY KLEEN CORPORATION	RECYCLE PARTS WASHER FLUID	PV	98726	001	09101	9/7/2019	CN09586400	110.97
	SAFETY KLEEN CORPORATION PO BOX 382066 PITTSBURGH PA 15250-8066			Summary Total					110.97
				Payment Amount					110.97
111805	SNAP ON TOOLS	MASTER SET WITH CABINET	PV	98687	001	09101	9/11/2019	09111943827	3,850.00
	SNAP ON TOOLS			Summary Total					3,850.00

CITY OF RAMSEY
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Payment Group Control Number	2935		
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Payment Instrument	Check Payment		
Pay Through Date	12/31/2019		

Payee Number	Payee Name / Mailing Address	Stub Message	Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount
	2801 80TH STREET KENOSHA WI 53143								
				Payment Amount					3,850.00
100474	SUPERIOR STRIPING INC	FIRE STATION 1- LOT	PV	98749	001	09101	9/17/2019	46656	295.00
	SUPERIOR STRIPING INC			Summary Total					295.00
	14021 BASALT STREET NW	FIRE STATION 2- LOT	PV	98750	001	09101	9/17/2019	46657	225.00
	RAMSEY MN 55303			Summary Total					225.00
				Payment Amount					520.00
114151	TASC (FEES)	HRA FEES AUG 2019	PV	98689	001	09101	9/11/2019	IN1588033	232.00
	TASC			Summary Total					232.00
	CLIENT INVOICES	AUG 19 FLEX FEES	PV	98690	001	09101	9/11/2019	IN1588061	140.75
	P O BOX 88278 MILWAUKEE WI 53288-0001			Summary Total					140.75
				Payment Amount					372.75
116724	TRI STATE BOBCAT	REPLACE UPPER FEED WHEEL BOX	PV	98693	001	09101	9/17/2019	V88521	155.35
	TRI STATE BOBCAT	REPLACE UPPER FEED WHEEL BOX	PV	98693	002	09101	9/17/2019	V88521	2,051.50
	1200 HIGHWAY 13 EAST BURNSVILLE MN 55337			Summary Total					2,206.85
				Payment Amount					2,206.85
100529	WENDELL'S INC	BADGE- A. PROULX	PV	98751	001	09101	9/26/2019	2428865	4.14
	WENDELL'S INC 6601 BUNKER LAKE BLVD PO BOX 458 RAMSEY MN 55303-0458			Summary Total					4.14
				Payment Amount					4.14
106402	ZEP MANUFACTURING COMPANY	MISC SUPPLIES	PV	98728	001	09101	9/12/2019	9004562211	100.94
	ZEP SALES & SERVICE 13237 COLLECTIONS CENTER DRIVE CHICAGO IL 60693			Summary Total					100.94
				Payment Amount					

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

Payee Number	Payee Name / Mailing Address	Stub Message	Document Ty	Document Number	Document Itm	Document Co	Due Date	Invoice Number	Payment Amount
									100.94

Total Amount to be Processed	160,823.28
Total Number of Payments to be Processed	31

Payment Group Control Number 2936
Bank Account 999.1010 CASH IN BANK 00002224
Version LOGIS004V
Originator JLIPSKI
Payment Instrument T A/P ACH Payment
Pay Through Date 12/31/2019

Payee Number	Name / Mailing Address	Stub Message	Document Ty	Number	Itm	Co	Due Date	Invoice Number	Payment Amount
111610	A DYNAMIC DOOR CO. INC.	DOOR REPAIR- UTILITY DOOR	PV	98695	001	09601	9/24/2019	21909231	172.80
	A DYNAMIC DOOR CO. INC. 4588 194TH AVENUE NE EAST BETHEL MN 55092							Summary Total	172.80
								Payment Amount	172.80
100026	ANDERSON IRRIGATION	FALL FERT/WEED CONTROL	PV	98729	001	09101	9/26/2019	07-8706	10,716.96
	ANDERSON IRRIGATION 3200 MAIN STREET NE SUITE 240 MINNEAPOLIS MN 55448							Summary Total	10,716.96
								Payment Amount	10,716.96
107587	ANOKA COUNTY TREASURY DEPARTMENT	TRAFFIC SIGNALS QTR 2	PV	98697	001	09101	9/11/2019	HWYSQ22019	1,240.13
	ANOKA COUNTY TREASURY DEPARTMENT 2100 THIRD AVENUE ANOKA MN 55303	OCT 19 BROADBAND	PV	98730	001	09101	9/17/2019	B190917M	604.50
								Summary Total	1,240.13 604.50
								Payment Amount	1,844.63
110751	BARR ENGINEERING COMPANY	WELLHEAD IMPROV PROJECT	PV	98654	001	09601	9/9/2019	23021081.00-4	697.14
	BARR ENGINEERING COMPANY 4300 MARKETPOINT DRIVE SUITE 200 MINNEAPOLIS MN 55435							Summary Total	697.14
								Payment Amount	697.14
116848	BAYCOM INC	SOFTWARE FIELDWORK	PV	98655	001	09101	9/12/2019	SRVCE000000022823	1,205.66
	BAYCOM INC N16 W23217 STONE RIDGE DRIVE # 250 WAUKESHA WI 53188							Summary Total	1,205.66
								Payment Amount	1,205.66
103641	BOYER TRUCKS ROGERS	WORK ON 682	PV	98656	001	09101	9/16/2019	482025	3,156.96
	BOYER TRUCKS	WORK ON 682	PV	98656	002	09101	9/16/2019	482025	4,178.19
	P O BOX 18338 MINNEAPOLIS MN 55418							Summary Total	7,335.15
		CREDIT- NO CHARGE FOR INSPECT	PD	98657	001	09101	9/16/2019	482144	31.10-

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

Payee Number	Name / Mailing Address	Stub Message	Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount
				Summary Total					31.10-
		COOLANT	PV	98698	001	09101	9/26/2019	68885R	26.60
				Summary Total					26.60
				Payment Amount					7,330.65
112019	CENTRAL HYDRAULICS INC	QUICK COUPLERS	PV	98658	001	09101	9/13/2019	0061590	28.50
	CENTRAL HYDRAULICS INC 21877 INDUSTRIAL COURT ROGERS MN 55374			Summary Total					28.50
				Payment Amount					28.50
114549	CHETS SHOES INC	BOOTS S. TURNER	PV	98699	001	09101	9/16/2019	42532	150.00
	CHETS SHOES INC 8870 RENDOVA STREET NE CIRCLE PINES MN 55014			Summary Total					150.00
				Payment Amount					150.00
116197	CINTAS CORPORATION	FIRE DEPT- MATS	PV	98659	001	09101	9/5/2019	4029477610	13.20
	CINTAS CORPORATION			Summary Total					13.20
	CINTAS LOC #4K	UNIFORM CLEANING	PV	98701	001	09101	9/25/2019	4030999475	4.00
	P O BOX 650838	UNIFORM CLEANING	PV	98701	002	09101	9/25/2019	4030999475	28.00
	DALLAS TX 75265-0838	UNIFORM CLEANING	PV	98701	003	09101	9/25/2019	4030999475	32.46
		UNIFORM CLEANING	PV	98701	004	09101	9/25/2019	4030999475	32.46
				Summary Total					96.92
		UNIFORM CLEANING	PV	98702	001	09101	9/18/2019	430510588	28.00
		UNIFORM CLEANING	PV	98702	002	09101	9/18/2019	430510588	4.00
		UNIFORM CLEANING	PV	98702	003	09101	9/18/2019	430510588	31.29
		UNIFORM CLEANING	PV	98702	004	09101	9/18/2019	430510588	31.29
				Summary Total					94.58
				Payment Amount					204.70
100125	COUNTRYSIDE PRINTING INC	BIZ CARDS- L. CZECH	PV	98660	001	09101	9/11/2019	35975	59.00
	COUNTRYSIDE PRINTING			Summary Total					59.00
	6250 BUNKER LAKE BLVD NW	PD LETTERHEAD	PV	98661	001	09101	9/17/2019	35979	275.00
	SUITE 113			Summary Total					275.00
	RAMSEY MN 55303	BUSI CARDS A. PROULX	PV	98735	001	09101	9/23/2019	35989	59.00

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

Payee Number	Payee Name / Mailing Address	Stub Message	Document Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount
				Summary Total					59.00
				Payment Amount					393.00
113306	DEFINITIVE TECHNOLOGY SOLUTIONS INC	COPIER CONTRACT SEPT/OCT 19	PV	98736	001	09101	9/22/2019	INV189617	305.07
	DEFINITIVE TECHNOLOGY SOLUTIONS INC 9401 JAMES AVENUE SOUTH SUITE 120 BLOOMINGTON MN 55431			Summary Total					305.07
				Payment Amount					305.07
100144	DEHN OIL COMPANY	LUBE	PV	98706	001	09101	9/19/2019	25142344	156.17
	DEHN OIL COMPANY 6735 141ST AVENUE NW RAMSEY MN 55303			Summary Total					156.17
				Payment Amount					156.17
101185	DO ALL PRINTING COM INC	VOTING SIGNS	PV	98737	001	09101	9/26/2019	45088	304.75
	DO ALL PRINTING COM INC 6360 HIGHWAY 10 NW RAMSEY MN 55303			Summary Total					304.75
				Payment Amount					304.75
100158	ECM PUBLISHERS INC	UTILITY BILL PROP ASSESS	PV	98662	001	09601	9/13/2019	723878	172.00
	ECM PUBLISHERS INC			Summary Total					172.00
	4095 COON RAPIDS BLVD	HOPE FELLOWSHIP CUP	PV	98710	001	09804	9/13/2019	723879	75.25
	COON RAPIDS MN 55433			Summary Total					75.25
		ORD 2019 09	PV	98738	001	09101	9/20/2019	725351	53.75
				Summary Total					53.75
				Payment Amount					301.00
114680	ELECTRICAL PRODUCTION SERVICES INC	CCTV AT ELMCREST PRK SHELTER	PV	98664	001	09101	9/17/2019	17679	10,236.00
	ELECTRICAL PRODUCTION SERVICES INC 2431 GALPIN COURT SUITE 140 CHANHASSEN MN 55317			Summary Total					10,236.00

Payment Group Control Number 2936
Bank Account 999.1010 CASH IN BANK 00002224
Version LOGIS004V
Originator JLIPSKI
Payment Instrument T A/P ACH Payment
Pay Through Date 12/31/2019

Payee Number	Name / Mailing Address	Stub Message	Document Ty	Number	Itm	Co	Due Date	Invoice Number	Payment Amount
				Payment Amount					10,236.00
113651	ELECTRO WATCHMAN INC	DOOR CONTROLLER REPAIR	PV	98663	001	09101	9/5/2019	334410	815.00
	ELECTRO WATCHMAN INC ONE W WATER STREET SUITE 110 ST PAUL MN 55107			Summary Total					815.00
				Payment Amount					815.00
113991	EMERGENCY RESPONSE SOLUTIONS	GAS MONITOR CAL 10	PV	98667	001	09101	9/6/2019	13749	300.00
	EMERGENCY RESPONSE SOLUTIONS			Summary Total					300.00
	4817 VIKING BLVD SUITE 102	CHEMGUARD FOAM	PV	98668	001	09101	9/5/2019	13716	525.00
	EAST BETHEL MN 55092			Summary Total					525.00
				Payment Amount					825.00
113321	FACTORY MOTOR PARTS CO	MISC PARTS 332	PV	98669	001	09101	9/20/2019	6-1545508	189.96
	FACTORY MOTOR PARTS CO			Summary Total					189.96
	BIN 139107	AIR FILTER 569	PV	98670	001	09101	9/16/2019	6-1545048	7.49
	P O BOX 9107 MINNEAPOLIS MN 55480-9107			Summary Total					7.49
				Payment Amount					197.45
100186	FRANKENSIGNS INC	MISC SIGNS	PV	98740	001	09101	9/17/2019	274776	302.00
	FRANKENSIGNS 9991 GOODHUE STREET NE P O BOX 490301 BLAINE MN 55449			Summary Total					302.00
				Payment Amount					302.00
100650	GRAINGER	ANGLE GRINDER	PV	98672	001	09101	9/13/2019	9291795020	74.88
	GRAINGER INC			Summary Total					74.88
	DEPT. 806511127	EAR MUFFS/SAFETY GLASSES	PV	98711	001	09101	9/18/2019	9296615330	136.02
	PALATINE IL 60038-0001			Summary Total					136.02
				Payment Amount					210.90

CITY OF RAMSEY
Create Payment Control Groups

Payment Group Control Number	2936		
Bank Account	999.1010	CASH IN BANK	00002224
Version	LOGIS004V		
Originator	JLIPSKI		
Payment Instrument	T	A/P ACH Payment	
Pay Through Date	12/31/2019		

Payee Number	Name / Mailing Address	Stub Message	Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount
100211	HAWKINS INC	CHEMICALS	PV	98673	001	09601	9/16/2019	4580865	2,330.00
	HAWKINS INC P O BOX 860263 MINNEAPOLIS MN 55486-0263							Summary Total	2,330.00
								Payment Amount	2,330.00
112475	INNOVATIVE OFFICE SOLUTIONS	MISC OFFICE SUPPLIES	PV	98676	001	09101	9/19/2019	IN2678315	34.39
	INNOVATIVE OFFICE SOLUTIONS	MISC OFFICE SUPPLIES	PV	98676	002	09101	9/19/2019	IN2678315	130.00
	P O BOX 860627	MISC OFFICE SUPPLIES	PV	98676	003	09101	9/19/2019	IN2678315	206.29
	MINNEAPOLIS MN 55486-0001	MISC OFFICE SUPPLIES	PV	98676	004	09101	9/19/2019	IN2678315	139.39
								Summary Total	510.07
		MISC OFFICE SUPPLIES	PV	98677	001	09101	9/16/2019	IN2671643	25.80
								Summary Total	25.80
								Payment Amount	535.87
100341	MTI DISTRIBUTING INC	ROTARY LATCH	PV	98718	001	09101	9/18/2019	1234323-00	127.07
	MTI DISTRIBUTING INC SDS 12-1900 P O BOX 86 MINNEAPOLIS MN 55486-1900							Summary Total	127.07
								Payment Amount	127.07
100354	NEWMAN SIGNS INC	SIGN MATERIAL	PV	98722	001	09101	9/12/2019	TRFINV014861	997.94
	NEWMAN SIGNS INC							Summary Total	997.94
	PO BOX 1728	SIGN MATERIAL	PV	98723	001	09101	9/13/2019	TRFINV014937	682.37
	JAMESTOWN ND 58402-1728							Summary Total	682.37
								Payment Amount	1,680.31
100363	NORTHERN SANITARY SUPPLY CO	MISC SUPPLIES	PV	98682	001	09101	9/13/2019	196392	299.26
	NORTHERN SANITARY SUPPLY CO 341 COON RAPIDS BLVD MINNEAPOLIS MN 55433							Summary Total	299.26
								Payment Amount	299.26

Payment Group Control Number 2936
Bank Account 999.1010 CASH IN BANK 00002224
Version LOGIS004V
Originator JLIPSKI
Payment Instrument T A/P ACH Payment
Pay Through Date 12/31/2019

Payee Number	Name / Mailing Address	Stub Message	Document Ty	Number	Itm	Co	Due Date	Invoice Number	Payment Amount
115071	NORTHLAND OCCUPATIONAL HEALTH	PRE EMPLOY SCREEN	PV	98683	001	09101	9/16/2019	4520	50.00
	NORTHLAND OCCUPATIONAL HEALTH					Summary Total			50.00
	7533 SUNWOOD DRIVE NW	RANDOM TESTING	PV	98684	001	09101	9/19/2019	4568	250.00
	SUITE 212	9/19/19							
	RAMSEY MN 55303					Summary Total			250.00
						Payment Amount			300.00
110547	NORTHWEST LIGHTING SYSTEMS CO.	MISC RAMP LIGHTING	PV	98743	001	09240	9/26/2019	113503	211.18
	NORTHWEST LIGHTING SYSTEMS CO.					Summary Total			211.18
	746 CRAIG AVENUE								
	TRACY MN 56175					Payment Amount			211.18
113737	RATWIK ROSZAK AND MALONEY PA	AUG 19 SERVICES	PV	98724	001	09101	9/1/2019	64981	4,243.20
	RATWIK ROSZAK AND MALONEY PA	AUG 19 SERVICES	PV	98724	002	09101	9/1/2019	64981	111.00
	300 U.S. TRUST BUILDING	AUG 19 SERVICES	PV	98724	003	09101	9/1/2019	64981	74.00
	730 SECOND AVENUE SOUTH	AUG 19 SERVICES	PV	98724	004	09101	9/1/2019	64981	277.50
	MINNEAPOLIS MN 55402					Summary Total			4,705.70
						Payment Amount			4,705.70
100976	SHRED IT	AUG 19 SHREDDING PD	PV	98688	001	09101	9/15/2019	8128159602	72.80
	SHRED IT USA MINNEAPOLIS					Summary Total			72.80
	28883 NETWORK PLACE								
	CHICAGO IL 60673-1288					Payment Amount			72.80
114269	SPEEDCUTTERS OUTDOOR MAINTENANCE LLC	ALPINE- TURF CARE SEPT 19	PV	98747	001	09101	9/24/2019	11662	460.64
	SPEEDCUTTERS OUTDOOR MAINTENANCE LLC					Summary Total			460.64
	18523 OLSON STREET NW	SEPT 19 TURF CARE/LAWN CHEM	PV	98748	001	09101	9/24/2019	11648	6,083.10
	ELK RIVER MN 55330					Summary Total			6,083.10
						Payment Amount			6,543.74

CITY OF RAMSEY
Create Payment Control Groups

Payment Group Control Number	2936		
Bank Account	999.1010	CASH IN BANK	00002224
Version	LOGIS004V		
Originator	JLIPSKI		
Payment Instrument	T	A/P ACH Payment	
Pay Through Date	12/31/2019		

Payee Number	Payee Name / Mailing Address	Stub Message	Document Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount
116602	TEAM LABORATORY CHEMICAL CORP	EZ DOSE IT	PV	98691	001	09602	9/9/2019	IN0017829	1,150.00
	TEAM LABORATORY CHEMICAL CORP P O BOX 1467 28650 STATE HWY 34 DETROIT LAKES MN 56501							Summary Total	1,150.00
								Payment Amount	1,150.00
100485	TIMESAVER OFF SITE SECRETARIAL INC	SEPT 19 MEETINGS	PV	98692	001	09101	9/12/2019	M25066	1,178.75
	TIMESAVER OFF SITE SECRETARIAL INC 5291 RIVER OAK DRIVE SAVAGE MN 55378							Summary Total	1,178.75
								Payment Amount	1,178.75
107705	TWIN CITY GARAGE DOOR CO	REPAIR DOORS	PV	98694	001	09101	9/6/2019	Z110068	212.50
	TWIN CITY GARAGE DOOR CO 5601 BOONE AVE N MINNEAPOLIS MN 55428							Summary Total	212.50
								Payment Amount	212.50
100539	WRIGHT TIRE SERVICE INC	4 TIRES 664	PV	98727	001	09101	9/25/2019	73455	431.28
	WRIGHT TIRE SERVICE INC 710 WEST MAIN STREET ANOKA MN 55303							Summary Total	431.28
								Payment Amount	431.28
								Total Amount to be Processed	56,175.84
								Total Number of Payments to be Processed	34

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #19-247

RESOLUTION APPROVING CASH DISBURSEMENTS MADE AND AUTHORIZING PAYMENT OF ACCOUNTS PAYABLE INVOICING RECEIVED DURING THE PERIOD OF SEPTEMBER 19, 2019 THROUGH OCTOBER 2, 2019

WHEREAS, the City of Ramsey Finance Department has made cash disbursements and received accounts payable invoicing during the period of September 19, 2019, through October 2, 2019, in the amount of $ 650,547.90 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 September 19, 2019, through October 2, 2019, in the amount of $ 650,547.90.

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:

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 8th day of October 2019.

_____

Mayor

ATTEST:

_____

City Clerk

CC Regular Session **5. 3.**

Meeting Date: 10/08/2019

By: Chloe McGuire Brigl, Community Development

Information

Title

Adopt Resolution #19-211 Approving Code Enforcement Action Plan at 8700 171st Ave NW

Purpose/Background:

The purpose of this case is to review the code enforcement activities at 8700 171st Ave NW (the "Subject Property"), for an extension of code enforcement actions and time for cleanup.

Staff has been working with various code enforcement actions on this property for outdoor storage and off-street parking violations. City Staff has previously sent one notice of violation. The property owner has since been proactive in addressing code violations and keeping an open line of communication with City Staff. Due to the number of items, Staff believes an extension for clean up and code compliance is necessary. In addition, the property owner has been made aware of the resolution and has agreed to its provisions.

This case was incorrectly pulled from the consent agenda on September 24, 2019. This is a repeat of that case.

Notification:

No notification required.

Observations/Alternatives:

Alternative 1: Adopt Resolution #19-211 Approving Code Enforcement Action Plan at 8700 171st Ave NW. The property owner has been cooperative with staff and when provided the draft dates of compliance was agreeable to them. Staff is supportive of this alternative.

Alternative 2: Do not adopt Resolution #19-211 Approving Code Enforcement Action Plan at 8700 171st Ave NW. City Council should provide specific direction to staff as to how to proceed with this active code enforcement case. Staff is not opposed to this alternative but believes the approach and timeline outlined in the proposed resolutions is appropriate.

Funding Source:

Staff handles code enforcement as part of their normal duties.

Recommendation:

Staff recommends approval of Resolution #19-211, which will extend the time for cleanup at 8700 171st Ave NW.

Action:

Motion to adopt Resolution #19-211 approving an extension of cleanup and code enforcement actions at 8700 171st Ave NW.

Attachments

Site location

Resolution #19-211

Form Review

Inbox	Reviewed By	Date
Tim Gladhill	Tim Gladhill	10/02/2019 02:50 PM
Kurt Ulrich	Kurt Ulrich	10/03/2019 04:16 PM
Form Started By: Chloe McGuire Brigl		Started On: 10/01/2019 10:54 AM
Final Approval Date: 10/03/2019		

Property Location Map for 8700 171st Ave NW, Ramsey, MN



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

RESOLUTION #19-211

A RESOLUTION APPROVING CODE ENFORCEMENT ACTION PLAN FOR 8700 171ST AVENUE NW IN THE CITY OF RAMSEY, MINNESOTA

WHEREAS, the property owner David Kranitz (the "Property Owner") has an open code enforcement case on the property generally known as 8700 171st Avenue NW and legally described as follows:

Lot 1, Block 4, Alicia Addition

(the "Subject Property"); and

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

WHEREAS, the Subject Property is approximately 2.02 acres in size; and

WHEREAS, there are documented City Code violations dating back to 2015, with notices of violation regarding off-street parking and exterior storage; and

WHEREAS, the City has most recently opened a case on the Subject Property for violations related to off-street parking and exterior storage; and

WHEREAS, the City sent a formal notice of violation on August 8, 2019 for off-street parking and exterior storage violations; and

WHEREAS, the City of Ramsey City Code would allow the Subject Property to have eight (8) total items of outdoor storage, including one (1) unlicensed or inoperable vehicle on a proper parking surface; and

WHEREAS, Staff estimates the Subject Property has approximately 40 unlicensed and/or inoperable vehicles in the side and rear yard, including personal automobiles, semis, campers/RVs, trailers, and commercial vehicles; and

WHEREAS, the Nuisance Regulations in the City Code prohibit the outdoor storage of junk, debris, items that are not being put to their intended use, construction debris, and other stockpiles of materials; and

WHEREAS, the Subject Property has outdoor storage of generator(s), tires, personal tools including chainsaws, car parts, pallets, gas canisters, metal pieces, and other miscellaneous junk and unused items; and

WHEREAS, the Property Owner has been compliant with Staff requests for inspections and has been making continued progress of the cleanup required onsite.

FINDINGS OF FACT

1. The City inspected the property on:

    a. August 8, 2019; and
    b. August 27, 2019; and
    c. October 1, 2019.

2. The City sent formal notices via US Mail on:

    a. August 8, 2019 for the reduction in the number of motor vehicles and items being stored outside to the City Code limit of eight (8), that all vehicles be parked on an improved surface, and that no more than one (1) inoperable vehicles were allowed on the property.

3. The City corresponded with the applicant via phone on August 22, 2019 and in person at the inspection on August 27, 2019 outlining outstanding violation issues and expectations going forward including a timeline for compliance of which the property owner was agreeable.

4. The City sent correspondence via US Mail on:

    a. August 30, 2019 thanking the property owner for allowing Staff to inspect the property and laying out next steps.

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. All items to be removed are catalogued in **Exhibit A**.

2. By Friday, November 15, 2019 the property owner will have removed or relocated to an allowed location all items from the Subject Property that are catalogued in **Exhibit A**. Additionally, all smaller items such as stored debris (pallets, gas canisters, construction materials, etc.) shall be removed from the Subject Property.

3. By Friday, November 22, 2019 the Property Owner will have set up a final inspection date with City Staff to ensure the Subject Property is in compliance with City Code.

4. That future violations within twelve (12) months of the same type will result in financial penalties and quicker escalation of violation notices.

5. That the City Council reserves the right to escalate future violations directly to District Court for Temporary Restraining Order.

6. That if the Property Owner misses one of the aforementioned deadlines, Staff has the approval to:

    a. Reinspect the Subject Property and document all items out of compliance.
    b. Issue an abatement notice for specific items outlined in step (a).
    c. Abate the Subject Property of items and charge abatement back to Property Owner.

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:

and the following voted against the same:

None

and the following abstained:

None

and the following were absent:

Existing Vacancy
Existing Vacancy

whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 8th day of October, 2019.

CITY OF RAMSEY:

By:_____
City Clerk

By:_____
Mayor

STATE OF MINNESOTA)
) ss.
COUNTY OF ANOKA)

On this_____day of_____,2019, 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 A: Catalogued Items

1. Green Polaris Side by Side ATV
2. Tan Humvee
3. Black Ford Explorer
4. Tan Generator
5. White and Blue Boat
6. Navy Chevy Pickup
7. White Bucket Truck
8. Red/Orange Trailer
9. Black Trailer
10. Green Trailer
11. White Truck w/ Flatbed
12. Miscellaneous debris/junk
13. White "Tiger Truck"
14. Blue and White "Twin Cities" Tow Truck
15. "Snap On" White Van
16. Yellow Truck "GMC 5500"
17. Green Chrysler MiniVan
18. Black Lincoln Sedan (Busted Front)
19. White Metal Storage Container
20. Red Metal Storage Container
21. Red "Power Light" Generator
22. White SUV Truck
23. Red Chevy Tahoe
24. Broken Green Metal Box
25. Gold Chrysler Sebring
26. "Max Sport" Camper
27. Black Harley Davidson Trailer
28. "Track and Trail" Camper
29. Miscellaneous debris/junk
30. Silver Ford F-350
31. White Trailer with Yellow Barrel
32. "Endeavor" RV
33. White Ford Van
34. Gray Ford F-150
35. 2 Black Chevy Sonic (Hatchback)
36. Three Bobcats
37. Red Ford F-250
38. Silver Dodge Grand Caravan
39. Green Humvee
40. Silver Chevy Sonic
41. Purple Dodge Durango (in woods)
42. Red Chevy Sonic (Hatchback)
43. Silver Ford Focus (Hatchback)
44. Purple Chevy Sonic
45. Miscellaneous debris/junk

CC Regular Session **5. 4.**

Meeting Date: 10/08/2019

By: Katie Schmidt, Administrative Services

Information

Title

Adopt Resolution #19-223 Appointing Election Judges for the Special General Election on November 5, 2019

Purpose/Background:

For each Election, Council is asked to formally appoint Election Judges to work the polling locations. A resolution is attached appointing Election Judges to serve for the Special General Election scheduled for November 5, 2019.

Minnesota State Statute 204B.22 is attached. The statute references the number of election judges that are required under the law. In this case, the minimum number of judges required is three per polling location. Ramsey will have two polling locations open for the election. Staff's recommendation at this time is to secure a total of twelve election judges (six for each location). In almost all cases, a few judges are not able to work the day of the election. Additionally, staff would like the discretion to schedule more judges for shorter shifts vs. less judges for the whole day; a typical judge working the whole day will work a 15 hour day. Staff's goal will be to reduce any unnecessary hours worked, while maintaining good coverage.

Note: The last day to appoint election judges is Friday, October 11, 2019.

Funding Source:

Monies have been budgeted in the General Fund under Elections for Election expenses and Election Judge pay.

Recommendation:

Staff recommends Council adopt the Resolution appointing Election Judges for the 2019 Special General Election.

Action:

Motion to adopt Resolution #19-223 Appointing Election Judges for the Special General Election on November 5, 2019.

Attachments

Resolution #19-223

Statute 204B.22

Form Review

Inbox	Reviewed By	Date
Colleen Lasher	Colleen Lasher	09/27/2019 01:12 PM
Kurt Ulrich	Kurt Ulrich	09/27/2019 04:11 PM
Form Started By: Katie Schmidt		Started On: 09/24/2019 09:30 AM
Final Approval Date: 09/27/2019		

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #19-223

RESOLUTION APPOINTING ELECTION JUDGES FOR THE GENERAL ELECTION ON NOVEMBER 5, 2019

WHEREAS, the City of Ramsey will be conducting a Special General Election on Tuesday, November 5, 2019; and

WHEREAS, pursuant to Minnesota Statutes Section 204B.21, election judges for precincts in a municipality must be appointed by the governing body of that municipality; and

WHEREAS, the hourly rate of pay will be $10.00 for election judge trainees, $10.00 for regular election judges and $11.00 for chairs.

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

1) That the following individuals be appointed to serve as election judges for the General Election to be held on November 5, 2019:

   Linda Anderson, Jerilyn Bates, Richard (Scott) Cords, Michele Elifrits, Andrea Herrmann, Vicki Herrmann, Cyndi Lemmon, Madeline (Kay) McCulley, Patricia McGrath, Diana Pennington, Alice Rasmussen and Al Resler.

2) That Council authorize staff to train and hire additional election judges not named here should the need arise.

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:

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 8th day of October 2019.

_____
Mayor

ATTEST:

_____
City Clerk

204B.22 ELECTION JUDGES; NUMBER REQUIRED.

Subdivision 1. **Minimum number required.** (a) A minimum of four election judges shall be appointed for each precinct in the state general election, provided that a minimum of three election judges shall be appointed for each precinct with fewer than 500 registered voters as of 14 weeks before the state primary. In all other elections, a minimum of three election judges shall be appointed for each precinct. In a combined polling place under section 204B.14, subdivision 2, at least one judge must be appointed from each municipality in the combined polling place, provided that not less than three judges shall be appointed for each combined polling place. The appointing authorities may appoint election judges for any precinct in addition to the number required by this subdivision including additional election judges to count ballots after voting has ended.

(b) An election judge may serve for all or part of election day, at the discretion of the appointing authority, as long as the minimum number of judges required is always present. The head election judge designated under section 204B.20 must serve for all of election day and be present in the polling place unless another election judge has been designated by the head election judge to perform the functions of the head election judge during any absence.

Subd. 2. [Repealed, 2013 c 131 art 2 s 85]

Subd. 3. [Repealed, 2010 c 201 s 82]

Subd. 4. **Election judge trainees not counted toward minimum number of election judges.** The presence or participation of election judge trainees must not be counted toward satisfying any of the required numbers of election judges in this chapter.

History: *1981 c 29 art 4 s 22; 1986 c 362 s 3; 1987 c 212 s 6; 1994 c 607 s 5; 1997 c 147 s 31; 1Sp2001 c 10 art 18 s 21,22; 2004 c 293 art 2 s 21; 2010 c 201 s 26,27; 2013 c 131 art 2 s 23*

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CC Regular Session **5. 5.**

Meeting Date: 10/08/2019

Submitted For: Tim Gladhill, Community Development

By: Elliot Mohler, Community Development

Information

Title

Adopt Resolution #19-243 Approving Final Plat and Development Agreement for Ellis Addition

Purpose/Background:

The City has received an application from Michael Ellis (the "Applicant") for a Minor Plat for the purpose of subdividing the parcel generally known as 7001 166th Ave NW (the "Subject Property"). The Applicant has proposed subdividing the Subject Property into three (3) separate lots. Lot 3 will contain the existing dwelling, while Lots 1 and 2 will remain vacant until purchased. The application meets all the requirements for a subdivision in the R-1 Residential (MUSA) District.

Notification:

Notifications of this proposal were sent via Standard US Mail to Property Owners within 700 feet of the Subject Property, as reflected by Anoka County Property Records. Final plats do not require a public hearing.

Observations/Alternatives:

General: The Applicant is proposing to split the current lot at 7001 166th Ave NW (the “Subject Property”) into three (3) separate lots. Proposed Lot 3 would contain the existing dwelling and accessory buildings while Lot 1 and Lot 2 would be vacant until sold. The proposed subdivision would be east of Brookfield First Addition and Brookfield Second Addition Subdivision and north of the Valvista Estates Subdivision. The Subject Property is currently platted as part of the Westby First Addition Subdivision.

Zoning: The Subject Property is currently zoned as R-1 Residential (MUSA). The surrounding properties are all zoned R-1 Residential (MUSA). The intent of the R-1 Residential (MUSA) District is to accommodate single-family dwelling units on suitable land in the 2040 Metropolitan Urban Service Area (MUSA). All newly created lots in this district must connect to city sewer and water. The existing dwelling unit is not currently connected to city sewer and water and can continue to utilize a well and septic system as long as they are functional.

Floodplains: There are no floodplains identified on the Subject Property.

Wetlands: There are no wetlands identified on the Subject Property.

Streets and Access: It should be noted that 166th Ave NW is an MSA road and that limited entrances onto these roads is often required. Because of this, the minimum density requirement for the R-1 Residential (MUSA) District will not be enforced. The Subject Property currently gains access off Jaspar St NW. The existing dwelling on proposed Lot 3 will continue to gain access off Jaspar St NW. Lot 1 and Lot 2 will gain access off 166th Ave NW. Each lot will be limited to one driveway connection that may be no greater than thirty feet (30’) at the street.

Utilities and Municipal Services: Although no new dwelling units are proposed in these plans, any and all future dwelling units will need to connect to city sewer and water services. This does not include the existing dwelling that is located on proposed Lot 3 (as long as a functioning septic system and well are in place).

Tree Preservation and Landscaping: There are few trees on the Subject Property. Most of the existing trees on the Subject Property are located on proposed Lot 3, with a limited number of existing trees on proposed Lot 1 and

Lot 2. If a dwelling is to be built on proposed Lot 2, it appears that trees would need to be removed. The applicant should consider the City of Ramsey's lot landscaping requirements. This is especially applicable to proposed Lot 1 and Lot 2, where few trees are located. This would include the planting of at least two trees per dwelling unit (either overstory deciduous or coniferous trees). Newly planted deciduous trees must be at least one inch (1") in diameter as measured six inches above the ground and coniferous trees must be at least five feet (5') in height. Acceptable plantings shall be determined by the City planting schedule. The compliment of trees fulfilling the landscaping requirements shall not be less than 25 percent deciduous and not less than 25 percent coniferous. It is possible that existing preserved trees may satisfy the lot landscaping requirement, as long as they are not on the City's list of prohibited species. That list can be found here:
http://www.ci.ramsey.mn.us/DocumentCenter/View/1592/Landscaping-Requirements-PDF.

Development Fees and Agreement: The proposed subdivision will require payment of development fees and execution of a Development Agreement. Note that development fees are only applicable to the newly created vacant lots (lot with existing home is not subject to these fees) and the fees collected are based on the rate in effect at the time of recording of the Plat.

Funding Source:

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

Recommendation:

Staff recommends the City Council adopt Resolution #19-243 Approving the Final Plat and Development Agreement for the Ellis Addition, contingent upon compliance with staff review comments and execution of a development agreement.

Action:

Motion to adopt Resolution #19-243 Approving the Final Plat and Development Agreement for the Ellis Addition.

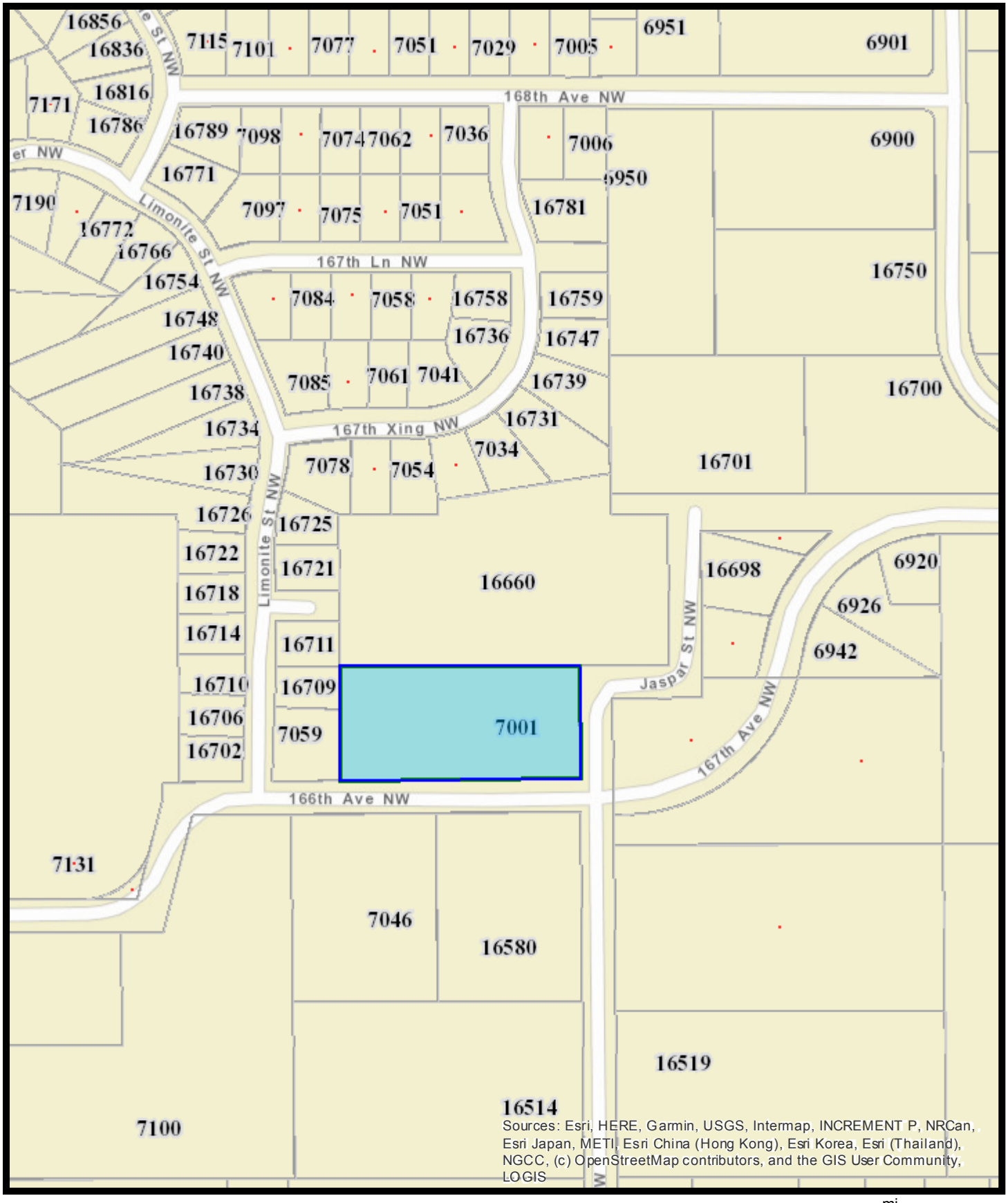
Attachments

Site Location Map
Final Plat
Plan Review
Development Agreement
Pre-Approval Punch List
Resolution #19-243

Form Review

Inbox	Reviewed By	Date
Chris Anderson	Chris Anderson	10/03/2019 04:04 PM
Tim Gladhill	Tim Gladhill	10/03/2019 04:33 PM
Kurt Ulrich	Kurt Ulrich	10/03/2019 04:37 PM
Form Started By: Elliot Mohler		Started On: 09/24/2019 01:20 PM
Final Approval Date: 10/03/2019		

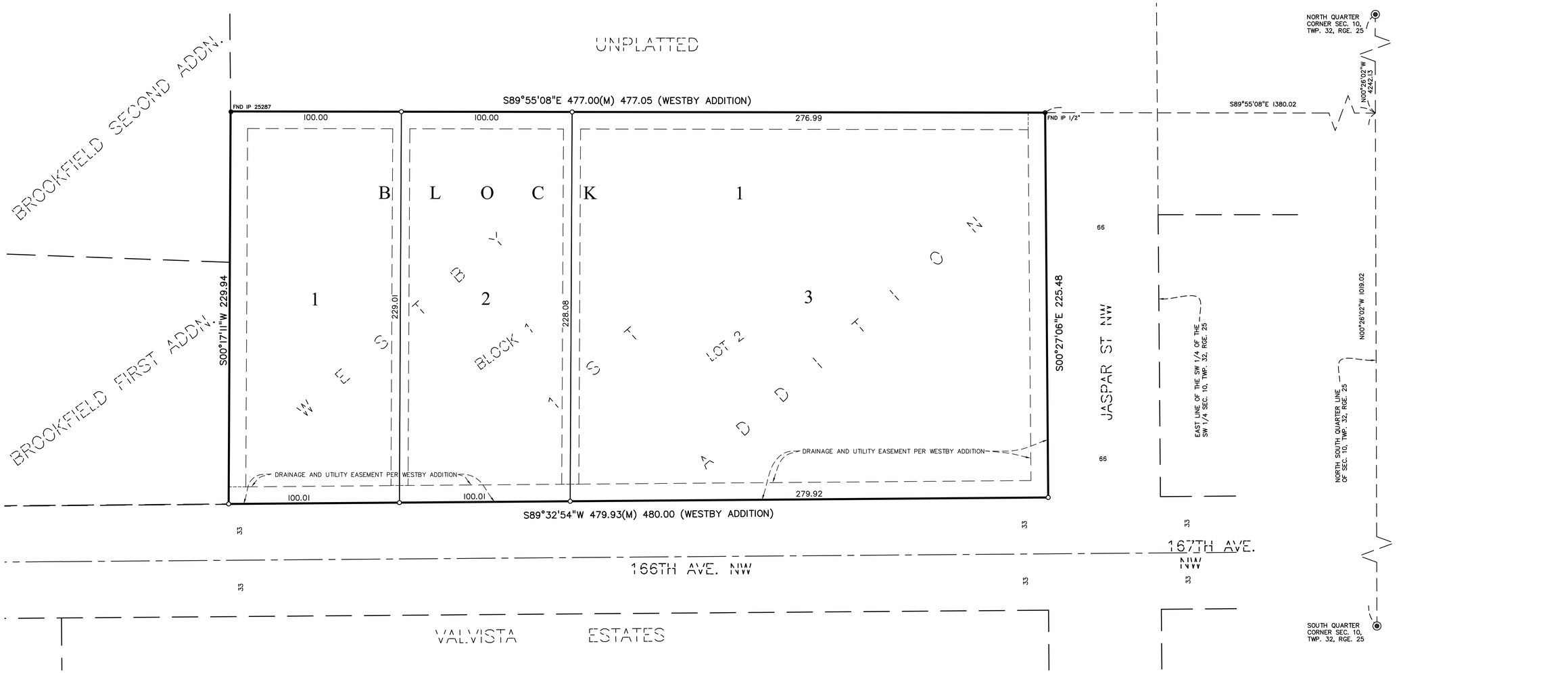
Site Location Map



Print Date: September 11, 2019

ELLIS ADDITION

CITY OF RAMSEY
COUNTY OF ANOKA
SEC. 10, TWP 32, RGE 25



KNOW ALL PERSONS BY THESE PRESENTS: That Michael D. Ellis and Carol D. Ellis, husband and wife, owner of the following described property:

Lot 2, Block 1, WESTBY FIRST ADDITION, Anoka County, Minnesota.

Have caused the same to be surveyed and platted as ELLIS ADDITION and does hereby dedicate to the public for public use the public ways and the drainage and utility easements as shown on this plat.

In witness whereof said Michael D. Ellis and Carol D. Ellis, husband and wife, have hereunto set their hands this _____ day of _____, 20___.

_____ Michael D. Ellis

_____ Carol D. Ellis

STATE OF MINNESOTA
COUNTY OF _____
This instrument was acknowledged before me this _____day of _____, 20_____ by Michael D. Ellis and Carol D. Ellis, husband and wife.

_____
Notary Public, _____, County, Minnesota.

_____ Notary Printed Name

My Commission Expires: _____

SURVEYORS CERTIFICATE
I David B. Pemberton 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_____.

_____
David B. Pemberton, Licensed Land Surveyor
Minnesota License No. 40344
STATE OF MINNESOTA

COUNTY OF HENNEPIN
This instrument was acknowledged before me this _____day of _____, 20_____ by David B. Pemberton.

_____
Notary Public, _____, County, Minnesota.

_____ Notary Printed Name

My Commission Expires: _____

CITY COUNCIL, CITY OF RAMSEY, MINNESOTA
This plat of RUM RIVER SHORES NORTH was approved and accepted by the City Council of the City of Anoka, 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.

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_____.

_____
Charles Gitzen, Anoka County Surveyor

COUNTY AUDITOR/TREASURER
Pursuant to Minnesota Statutes, Section 505.021, Subd. 9, taxes payable in the year 20____ on the and 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 ELLIS 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 in Book _____ Page _____, as Document Number _____.

_____
County Recorder/Registrar of Titles

By _____, Deputy

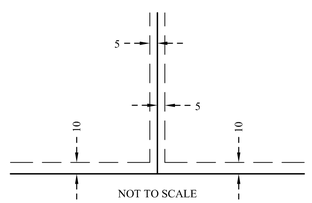
NORTH

30 15 0 15 30 60
SCALE IN FEET

- Denotes a 1/2 inch by 14 inch iron pipe set and marked by License No. 40344.
- Denotes a 1/2 inch pipe found and marked as shown.
- Denotes a Found Cast-Iron-Monument

The basis for the bearing system is the North South Quarter line of Section 10, Township 32, Range 25, which is assumed to bear North 00 degrees 26 minutes 02 seconds West.

DRAINAGE AND UTILITY EASEMENTS ARE SHOWN THUS:



Being 5 feet in width and adjoining lot lines, unless otherwise indicated, and 10 feet in width and adjoining right of way lines, unless otherwise indicated, as shown on the plat.

ENGINEERS SURVEYORS DESIGNERS PLANNERS

SATHRE-BERGQUIST, INC.

CITY OF RAMSEY LAND USE APPLICATION
TECHNICAL REVIEW FILE

Date	9/11/19	Project Site	7001 166th Ave NW
Project Title	Ellis Addition		
Escrow #			
Department:	Community Development: Planning Division (Zoning Code)		
Technical Reviewer:	Name: Elliot Mohler, Planning Intern Phone: (763) 576-4314 Email: emohler@cityoframsey.com		

The following comments are offered regarding the Sketch Plan and Final Plat, prepared by Sathre-Bergquist, Inc. and dated August 30th, 2019:

Sketch Plan

- The road south of the Subject Property is no longer named "166th Lane NW". The street name was changed to "166th Avenue NW".
- Brookfield First Addition is misspelled. Currently reads "Brookfiled" instead of "Brookfield". This needs to be corrected.
- Remove red building setback lines from survey as they are from what appears to be the existing building. These are not necessary for these plans.
- Ensure that setbacks are confirmed.
- Existing dwelling should be given a new address on 166th Avenue, similar to the two proposed lots.

Final Plat

- The road south of the Subject Property is no longer named "166th Lane NW". The street name was changed to "166th Avenue NW". Make required change to Final Plat.
- Brookfield First Addition is misspelled. Currently reads "Brookfiled" instead of "Brookfield". This needs to be corrected.
- Remove red building setback lines from survey as they are from what appears to be the existing building. These are not necessary for these plans.
- Ensure that setbacks are confirmed.
- Existing dwelling should be given a new address on 166th Avenue, similar to the two proposed lots.

General: The applicant is proposing to split the current lot at 7001 166th Ave NW (the "Subject Property") into three (3) separate lots. Proposed Lot 3 would contain the existing dwelling and accessory buildings while Lot 1 and Lot 2 would be vacant until sold. The proposed subdivision would be east of the Brookfield First Addition and Brookfield Second Addition Subdivision and north of the Valvista Estates Subdivision. The Subject Property is currently platted as part of the Westby First Addition Subdivision.

Zoning: The Subject Property is currently zoned as R-1 Residential (MUSA). The surrounding properties are all zoned R-1 Residential (MUSA). The intent of the R-1 Residential (MUSA) District is to accommodate single-family dwelling units on suitable land in the 2040 Metropolitan Urban Service Area (MUSA). All newly created lots in this district must connect to city sewer and water. The existing

dwelling unit is not currently connected to city sewer and water and can continue to utilize a well and septic system as long as they are functional.

R-1 Residential (MUSA) Bulk Standards

Standard	*Required*	*Proposed*
Lot Size	0.25 Acres	0.52 Acres (1), 0.52 Acres (2), 1.46 Acres (3)
Minimum Density	2.5 Units/1 Acre	3 Units/2.5 Acres
Maximum Density	3 units per acre/4 units per acre with PUD (net) (maximum)	
Lot Width	80 feet/90 feet — corner lot	100.01 Feet (1), 100.01 Feet (2), 279.92 and 228.08 Feet (3)
Front Setback	30 feet	30 feet
Rear Setback	5 feet	5 feet
Side Setback	6 feet	6 feet
Maximum Building Height	35 feet	N/A

Floodplains: There are no floodplains identified on the Subject Property.

Wetlands: There are no wetlands identified on the Subject Property.

Streets and Access: It should be noted that 166th Ave NW is an MSA road and that limited entrances onto these roads is often required. Because of this, the minimum density requirement for the R-1 Residential (MUSA) District will not be enforced. The Subject Property currently gains access off Jaspar St NW. The existing dwelling on proposed Lot 3 will continue to gain access off Jaspar St NW. Lot 1 and Lot 2 will gain access off 166th Ave NW. Each lot will be limited to one driveway connection that may be no greater than thirty feet (30') at the street.

Utilities and Municipal Services: Although no new dwelling units are proposed in these plans, any and all future dwelling units will need to connect to city sewer and water services. This does not include the existing dwelling that is located on proposed Lot 3.

Tree Preservation and Landscaping: There are few trees on the Subject Property. Most of the existing trees on the Subject Property are located on proposed Lot 3, with a limited number of existing trees on proposed Lot 1 and Lot 2. If a dwelling is to be built on proposed Lot 2, it appears that trees would need to be removed. The applicant should consider the City of Ramsey's lot landscaping requirements. This is especially applicable to proposed Lot 1 and Lot 2, where few trees are located. This would include the planting of at least two trees per dwelling unit (either overstory deciduous or coniferous trees). Newly planted deciduous trees must be at least one inch (1") in diameter as measured six inches above the ground and coniferous trees must be at least five feet (5') in height. Acceptable plantings shall be determined by the City planting schedule. The compliment of trees fulfilling the landscaping requirements shall not be less than 25 percent deciduous and not less than 25 percent coniferous. It is possible that existing preserved trees may satisfy the lot landscaping requirement, as long as they are not on the City's list of prohibited species. That list can be found here: http://www.ci.ramsey.mn.us/DocumentCenter/View/1592/Landscaping-Requirements-PDF.

Development Fees and Agreement: The proposed subdivision will require payment of development fees and execution of a Development Agreement. Note that development fees are only applicable to the newly

created vacant lots (lot with existing home is not subject to these fees) and the fees collected are based on the rate in effect at the time of recording of the Plat. The estimated development fees payable are outlined below:

Relevant Development Fees per 2019Rates and Charges

Water (Trunk Connection)	$1,925 per unit
Water (Lateral)	$6,161 per unit
Sanitary Sewer (Trunk Connection)	$1,213 per unit
Sanitary Sewer (Lateral)	$4,823 per unit
Park Dedication	$3,500 per unit
Trail Development	$1,000 per unit
Storm water Management	$487 per unit
Total Development Fees (2 units):	**$38,218**
Development Escrows:	
Performance Surety	125% of cost of improvements
Engineering Inspection Fee	5% of cost of improvements
Both accepted with development agreement	
Sewer Accessibility Charge (SAC)	$1,299 per unit
Water Accessibility Charge (WAC)	$2,485 per unit
Fees Taken with Building Permit	**$7,568**

*Subject to change

CITY OF RAMSEY
DEVELOPMENT AGREEMENT FOR ELLIS ADDITION

This Agreement (hereinafter the "Agreement") is dated as of this _____ day of _____, 2019 and is by and between the **CITY OF RAMSEY**, A Minnesota municipal corporation (the "**CITY**") and Michael Ellis, a private citizen under the laws of the state of Minnesota (the "**PERMITTEE**").

RECITALS

1. The **PERMITTEE** is the owner of the land legally described on the attached Exhibit A (the "Subject Property").
2. The **PERMITTEE** has received approval from the **CITY** to subdivide the parcel generally referred to as 7001 166th Avenue NW per Resolution #19-243.

AGREEMENT

1. Recitals. Recitals incorporated. The recitals stated above are hereby incorporated into this Agreement and are made part of this Agreement by reference.

2. Conditions of Approval. The **CITY** has approved the Sketch Plan and Final Plat subject to satisfaction of the following conditions subsequent:
    a. The **PERMITTEE'S** Execution of this Agreement. That the **PERMITTEE** enter into this Agreement.
    b. Marketable Title. That prior to recording the Plat, the **PERMITTEE** shall provide the **CITY** with proof of marketable title to the Subject Property either through a currently certified abstract, registered property abstract or title insurance commitment or policy.
    c. Proof of Authority. That the **PERMITTEE** provide proof that the respective governing boards of the **PERMITTEE** have authorized the **PERMITTEE'S** execution of this Agreement. This proof of authority may be satisfied by providing the **CITY** with a certified copy of the minutes of the governing board of each entity which grants such authority.

3. The Plans. The term "Plans" as used in this Agreement means the Final Plat Plans prepared by Sathre-Bergquist, Inc. dated August 30, 2019, revised, _____. The Plans remain subject to: (a) **CITY** Staff's review and approval of the Plans to, among other things, confirm that the revisions requested in the **CITY** Staff's review letter have been made; and (b) such further

revisions as the **PERMITTEE** may propose and the **CITY** approves. The Plans shall not be attached to this Agreement, but are in the **CITY'S** files.

4. Payment of Development Fees. The **PERMITTEE** must pay to the **CITY** the fees described in attached Exhibit B, which may include, but are not limited to, Park Land Dedication Fees, Trail Development Fees, Sanitary Sewer Connection (Trunk) Fees, Water Connection (Trunk) Fees, Sanitary Sewer Lateral Fees, Water Lateral Fees, Storm Water Management Fees, Street Light as well as Street Light Operation and Maintenance Fees.

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

6. **PERMITTEE** Defaults. If the **PERMITTEE** defaults in the performance of one or more of the **PERMITTEE'S** obligations under this Contract, (a) the **CITY** gives the **PERMITTEE** thirty (30) days written notice of the default and (b) the **PERMITTEE** fails to cure the default within said thirty (30) days, then the **CITY** may pursue any and all remedies available at law or in equity including, but not limited to, the following:

    a. The **CITY** may, at its option, perform or engage one or more third parties to perform the **PERMITTEE'S** obligations. If, in the reasonable judgment of the **CITY'S** staff, the **PERMITTEE'S** default creates an immediate risk to public health or safety, the **CITY** may perform or engage one or more third parties to perform the work before the **CITY** provides the notice described in the initial paragraph of this Section, but the **CITY** must use commercially reasonable efforts to notify the **PERMITTEE** as promptly as possible that the **CITY** is undertaking to perform the **PERMITTEE'S** obligation or obligations. If the **CITY** performs one or more obligations of the **PERMITTEE**, the **PERMITTEE** must reimburse the **CITY** for any costs or expenses the **CITY** incurs, including costs and expenses for **CITY** staff time, to perform the work within 30 days after the **CITY** notifies the **PERMITTEE**, in writing, of the costs and expenses the **CITY** incurred to perform the work. If the **PERMITTEE** does not reimburse the **CITY** within said 30 day period, the **CITY** may pursue any remedies available to the **CITY** either at law or in equity or, in the alternative, the **CITY** may draw on the financial guaranty the **PERMITTEE** has provided to the **CITY** pursuant to this Agreement to reimburse itself for the expenses the **CITY** incurs to perform the work. This Agreement is a license for the **CITY** to act, and it shall not be necessary for the **CITY** to seek a Court Order for permission to enter the **PERMITTEE** Property. As an alternative to seeking recovery from the **PERMITTEE** or the financial guaranty, the **CITY** may levy special assessments against the **PERMITTEE** Property in accordance with Minnesota Statutes Section 429, and the **PERMITTEE**, for itself and its successors in title, hereby expressly waives any and all substantive and procedural objections or defenses the **PERMITTEE** may have to such special assessments;

    b. The **CITY** may commence an action in Anoka County District Court to pursue any remedy available to the **CITY** at law or in equity including, but not limited to, injunctive relief;

c. The **CITY** may refuse to grant building permits for improvements to be constructed on any lots within the Plat until the **PERMITTEE** has cured all of its defaults; and

d. The **CITY** may draw upon all or any portion of the financial guaranty the **PERMITTEE** has provided to the **CITY** pursuant to Section 6 and (i) use all or any portion of the proceeds from the financial guaranty to reimburse the **CITY** pursuant to subsection (a) above; (ii) use all or any portion of the proceeds from the financial guaranty to satisfy any judgment the **CITY** obtains against the **PERMITTEE** pursuant to subsection (b) above; (iii) use all or any portion of the proceeds to reimburse the **CITY** pursuant to Section 19 (j) below; and (iv) hold all or any portion of the proceeds for a reasonable time for the future application as described in subsections (i), (ii) and (iii) of this Section 18(d).

7. Miscellaneous.

a. Invalidity of Any Section. If any portion, section, subsection, sentence, clause, paragraph or phrase of this Agreement is for any reason invalid, such decision shall not affect the validity of the remaining portion of this Agreement.

b. Written Amendments Only. The action or inaction of the **CITY** or the **PERMITTEE** shall not constitute a waiver or amendment to the provisions of this Agreement. To be binding, amendments or waivers shall be in writing, signed by the parties, and approved by a resolution of the **CITY** Council. The **CITY'S** or the **PERMITTEE'S** failure to promptly take legal action to enforce this Agreement shall not be a waiver or release.

c. Compliance with Laws and Regulations. The **PERMITTEE** represents to the **CITY** that the Plat complies with all **CITY**, County, metropolitan, State, and Federal laws and regulations, including but not limited to: subdivision ordinances, zoning ordinances and environmental regulations. If the **CITY** determines that the Plat does not comply, the **CITY** may, at its option, refuse to allow any construction or development work in the Plat until the **PERMITTEE** does comply. Upon the **CITY'S** demand **PERMITTEE** shall cease work until there is compliance.

d. Mailbox Locations. If the **PERMITTEE** desires to construct mailboxes within the public right of way, the **PERMITTEE** agrees that the placement of mailboxes along public streets is subject to the approval by the **CITY**. Utility locates will be necessary.

e. Boulevard and Wetland Restoration. The **PERMITTEE** shall be responsible for the cost of establishing seed in all boulevards within thirty (30) days of the completion of the street improvements, and restoring all other areas disturbed by the development grading operation in accordance with the approved Grading and Erosion Control plan. The **PERMITTEE** shall be responsible for the cost of cleaning any soil, earth, or debris from the wetlands within and adjacent to this Plat resulting from grading performed in the development of the Plat.

f. Construction, Hours and Entrance Signs. The **CITY** restricts construction and delivery hours to Monday through Saturday 7:00 a.m. to 10:00 p.m. The **PERMITTEE** is required to provide a sign at each entrance point stating delivery and construction operation hours. Said signs are not to exceed eighty (80) square feet in size and must be clearly visible at all times during the construction period.

g. Construction Site Maintenance. The **PERMITTEE** shall adhere to all of the **CITY** ordinances relating to, but not limited to, dumping of garbage, site development, construction debris, open burning, etc. The **CITY** reserves the right to withhold permits, inspections, or certificates of occupancy to correct violations relating to construction site maintenance.

h. Estimated Cost. It is understood and agreed that cost amounts set forth in this Agreement as to Stage I, Stage II, and Required Private Improvements, unless qualified as fixed amounts, are estimated. The **PERMITTEE** agrees to pay the entire cost of said improvements including interest, engineering and legal fees related thereto.

i. Reimbursement to the **CITY**. The **PERMITTEE** agrees to reimburse the **CITY** for all costs incurred by the **CITY** in defense or enforcement of this Agreement, or any portion thereof, including court costs and reasonable engineering and attorney's fees.

j. Certificate of Occupancy. The term "Certificate of Occupancy" as used in this Agreement shall be defined as a document issued by the **CITY'S** Building Official, which authorizes the structure to be used for its intended purposes.

k. Notices. Required notices shall be in writing, and shall be either hand delivered to the Parties, its employees or agents, or mailed to them by certified or registered mail at the following address:

TO PERMITTEE:
Michael Ellis
7001 166th Ave NW
Ramsey, MN 55303

TO THE CITY:
City of Ramsey
Attn: Community Development Director
7550 Sunwood Drive NW
Ramsey, MN 5530

[The remainder of this page is intentionally left blank.]

THE PERMITTEE:

Michael Ellis

By:_____, Michael Ellis

STATE OF MINNESOTA)
)ss.
COUNTY OF _____)

The foregoing instrument was acknowledged before me this _____ day of _____, 2019, personally appeared Michael Ellis, the owner of the Subject Property, a private citizen under the laws of the state of Minnesota.

_____
Notary Public

THE CITY:

CITY OF RAMSEY

By:_____
Its: Mayor

By:_____
Its: City Administrator

STATE OF MINNESOTA)
)ss.
COUNTY OF ANOKA)

The forgoing instrument was acknowledged before me on this_____ day of_____ 2019, by John LeTourneau and Kurtis G. Ulrich, the Mayor and the City Administrator of the City of Ramsey, a charter city and municipal corporation organized under the laws of the state of Minnesota on behalf of the City.

_____

Notary Public

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

EXHIBIT A

Legal Description of the Subject Property

LOT 2 BLK 1 WESTBY 1ST ADDITION (SUBJECT TO EASEMENT AS SHOWN ON PLAT)

Or upon recording of the Plat:

Lots 1-3, Block 1, Ellis Addition

EXHIBIT B

Fees Payable to the City

Fee	Rate	Quantity	Estimated Total
Water (Trunk Connection)	$1,925.00 per lot	2 lots	$3,850.00
Water (Lateral)	$6,161.00 per lot	2 lots	$12,322.00
Sanitary Sewer (Trunk Connection)	$1,213.00 per lot	2 lots	$2,426.00
Sanitary Sewer (Lateral)	$4,823.00 per lot	2 lots	$9,646.00
Park Dedication	$3,500.00 per lot	2 lots	$7,000.00
Trail Development	$1,000.00 per lot	2 lots	$2,000.00
Storm Water Management	$487.00 per lot	2 lots	$974.00
			$38,218.00

City of RAMSEY

7550 Sunwood Drive NW • Ramsey, MN 55303
City Hall: 763.427.1410 • Fax: 763.427.5543
www.cityoframsey.com

September 27, 2019

Michael Ellis
7001 166th Ave NW
Ramsey, MN 55303

RE: Ellis Addition Punch List

The following items outlined below are steps that still need to be completed before you can record the Final Plat for Ellis Addition to officially create the new, buildable lots.

1. **Revised Plans**. Revised plans are required to address the comments provided on both the Sketch Plan and Final Plat. These were forwarded to your surveyor on September 24, 2019.

2. **Approval of Final Plat.** The Final Plat and Development Agreement are slated to be on the October 8, 2019 City Council agenda for formal approval. Approval by City Council is required before City representatives' signatures can be obtained.

3. **Mylars.** You are responsible for supplying us with two (2) mylars of the Plat, consistent with Anoka County requirements. Please sign and notarize your signature blocks. We will then obtain the signatures required of the City.

4. **Development Agreement.** A Development Agreement will need to be executed. Once approved by the City Council, you will need to sign and have notarized three (3) copies of the Development Agreement and return to our office for the necessary city signatures. Ultimately, the Development Agreement needs to be recorded with the Anoka County Recorder.

5. **Marketable Title.** You are responsible for providing the City with Marketable Title (either a Title Commitment or Owners and Encumbrances Report). I will route this through our City Attorney to verify. Please note that it must be dated within 30 days of recording of the Final Plat.

6. **Development Fees.** You are responsible for paying Development Fees in accordance with the Development Agreement. Please submit a check payable to the City of Ramsey in the amount of $38,218.00.

Sincerely,

Chris Anderson
City Planner

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

RESOLUTION #19-243

RESOLUTION APPROVING FINAL PLAT AND DEVELOPMENT AGREEMENT FOR ELLIS ADDITION

RECITALS

1. Michael Ellis, hereinafter referred to as "Developer", properly applied for Final Plat approval of the following described property located in the City of Ramsey:

   Generally known as:

   7001 166th Avenue NW, Ramsey, Anoka County, Minnesota

   Or legally described:

   WESTBY FIRST ADDITION LOT 2 BLK 1 WESTBY 1ST ADDITION (SUBJECT TO EASEMENT AS SHOWN ON PLAT)

   Or upon platting:

   Lots 1-3, Block 1, ELLIS ADDITION

   (the "Subject Property")

2. The City of Ramsey received an application for Sketch Plan and Final Plat for Ellis Addition prepared by Sathre-Bergquist, Inc. from the Developer on August 30, 2019.

3. The Subject Property is zoned R-1 Residential (MUSA), as are the properties surrounding the Subject Property.

4. The Subject Property is approximately 2.5 acres and upon platting Lot 1 will be 0.52 acres, Lot 2 will be 0.52 acres, and Lot 3 will be 1.46 acres.

5. Proposed Lot 3 will include the existing dwelling unit found on the Subject Property currently.

6. The Subject Property gains access off Jaspar Street NW. Proposed Lots 1 and 2 would gain access off 166th Avenue NW, a designated Minnesota State Aid (MSA) road.

7. The Subject Property is not located within the Ramsey floodplain.

8. The Subject Property does not contain any identified wetlands.

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 grants approval of the Final Plat and Development Agreement for Ramsey Woods in accordance with relevant City Codes, subject to the following conditions:

    a. Compliance with City Staff Review Letter Dated September 11, 2019.

    b. Final Plat subject to review and approval as to legal form by the City Attorney.

    c. Execution of the Development Agreement subject to review and approval as to legal form by the City Attorney.

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:

None

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 8th day of October, 2019.

_____
Mayor

ATTEST:

_____
City Clerk

CC Regular Session **5. 6.**

Meeting Date: 10/08/2019

By: Colleen Lasher, Administrative Services

Information

Title

Adopt Resolution #19-244 to Approve the 2019 Amended and Restated Joint Powers Agreement for North Metro Mayors Association

Purpose/Background:

The purpose of this case is to approve the amended and restated joint powers agreement of the NMMA, including Fridley as a new member to the organization. The City of Ramsey is a current member of the North Metro Mayors Association, a Minnesota joint powers organization. Other members include the city of Andover, Anoka, Blaine, Brooklyn Center, Brooklyn Park, Champlin, Circle Pines, Coon Rapids, Dayton, Fridley, Mounds View, Maple Grove, New Brighton, New Hope and Spring Lake Park. Attached is a copy of the 2019 Amended and Restated Joint Powers Agreement for a Coalition of Metropolitan Communities.

Recommendation:

Staff recommends adopting the attached resolution.

Action:

Motion to adopt resolution #19-244 to approve the 2019 Amended and Restated Joint Powers Agreement for North Metro Mayors Association

Attachments

2019 JPA Agreement

Resolution #19-244

Form Review

Inbox	Reviewed By	Date
Colleen Lasher (Originator)	Kathy Schmitz	10/03/2019 04:33 PM
Kurt Ulrich	Kurt Ulrich	10/03/2019 04:46 PM
Form Started By: Colleen Lasher		Started On: 09/20/2019 01:55 PM
Final Approval Date: 10/03/2019		

2019 AMENDED AND RESTATED
JOINT POWERS AGREEMENT
FOR A COALITION OF METROPOLITAN COMMUNITIES

THIS AGREEMENT, made and entered into by and between the cities of Andover, Anoka, Blaine, Brooklyn Center, Brooklyn Park, Champlin, Circle Pines, Coon Rapids, Dayton, Fridley, Mounds View, Maple Grove, New Brighton, New Hope, Ramsey, Spring Lake Park, which cities are all of the current members (hereinafter collectively referred to as the "Current Members") of the North Metro Mayors Association, a Minnesota joint powers organization (hereinafter referred to as the "Coalition").

WHEREAS, the Current Members determined in 2010 that it was in the best interest of the public to amend the joint powers agreement of the Coalition; and

WHEREAS, the Current Members determined in 2019 that it is the best interest of the public to amend the Amended and Restated JPA of the Coalition as hereinafter set forth.

NOW THEREFORE, pursuant to the authority granted by Minnesota Statutes, Section 471.59, the parties hereto agree that the Original Joint Powers Agreement and Amended and Restated JPA is amended and restated as follows:

1) NAME OF ORGANIZATION. The parties hereby create a joint powers organization to be known as the North Metro Mayors Association (hereinafter referred to as the "Coalition").

2) MEMBERS. Entities authorized to be parties to a joint powers agreement by Minnesota Statutes, Section 471.59 may join the Coalition as members upon approval of a majority of the Member Cities, approval by resolution of the governing body of the entity, execution of a copy of this Agreement and filing of an executed copy of the resolution and agreement with the Coalition.

3) PURPOSE. The purpose of the Coalition is to promote transportation and economic development and to assist governmental units in providing government services and conducting government functions effectively and efficiently.

4) BOARD OF DIRECTORS. The governing body of the Coalition shall be its Board of Directors. Each member shall appoint two (2) directors. Each director shall have one (1) vote. Board Members shall hold office at the pleasure of the appointing member and shall remain in office until replaced.

   A majority of the Member Cities shall constitute a quorum of the Board.

5) COMMITTEES. The Board of Directors shall appoint an Operating Committee. The Operating Committee shall have authority to manage the affairs and business of the

Coalition between Board meetings, but at all times, shall be subject to the control and direction of the Board.

The Operating Committee shall meet as needed at a time and place to be determined by the Chair of Operating Committee.

The Board may establish such other committees, task forces or working groups as it deems appropriate.

6) MEETINGS. The Coalition shall meet on call of the President, the Executive Director or chair of the Operating Committee.

7) FINANCIAL MATTERS. Coalition funds may be expended consistent with the annual operating budget adopted by the Board. Other legal instruments shall be executed by Coalition officers with authority granted by the Board. The Board shall have no authority to expend funds in excess of the Coalition funds or incur any debt.

The financial contribution of the members in support of the Coalition shall be determined annually by the Board. Each of the members shall, by February 2 of each year, pay to the Coalition an amount as annually determined by the Board. The Board may authorize changes in the member assessment for all members upon majority vote. The annual member assessment levy shall be determined by October 1 of the preceding year.

Special member assessments may be made upon Board approval by majority vote for a project and program not budgeted, however, members shall retain the right to participate in such project or program in their sole discretion.

The Board may receive financial contributions from counties, non-profit organizations, private associations, entities or financial institutions. The Board may make such counties, non-profit organizations, associations, entities or institutions associate members. Associate members may send representatives to Board meetings, but shall not be entitled to representation on the Board or have any voting rights.

8) BYLAWS. The Board of Directors shall adopt such bylaws and procedures as it deems appropriate for the administration of the Coalition and the conduct of its meetings. Such bylaws may be adopted and amended only by a majority vote of all Member Cities.

9) OFFICERS. At the first meeting of the Board of Directors in each year, the Board will elect from its members a President, a Vice President, a Treasurer and a Secretary and such other officers as it deems necessary to conduct its meetings and affairs. The offices of Treasurer and Secretary may be held by the same person.

10) POWERS.

A. The Coalition may employ such persons as it deems necessary to accomplish its

purposes.

B. The Coalition may contract with any members, other governmental units or other entities to accomplish its purposes.

C. The Coalition may contract for space, equipment and supplies to carry on its activities.

D. The Coalition shall designate one or more national or state banks or trust companies authorized by Minnesota Statutes, Chapter 118A or 427, to receive deposit of public monies to act as depositories for the Coalition's funds. No funds may be disbursed without the signatures of an authorized officer.

E. The Coalition shall purchase such insurance as it deems appropriate but shall purchase liability insurance in at least the amount of potential liability for political subdivisions under Minnesota Statutes, Section 466.04.

F. The Coalition may undertake programs and contract with members, and with any non-members authorized to enter into joint powers agreements under Minnesota Statutes, Section 471.59, to provide services to those contracting parties including, but not limited to, joint purchasing of supplies, other products, equipment and services; provided, however, that the Coalition may provide such services to individual members or to non-members only when the program is self-supporting and will not result in any non-participating member incurring expenses or in expenditure of any of the Coalition funds derived from membership contributions without the approval of the Board.

11) WITHDRAWAL. Any member may withdraw from the Coalition effective on January 1 of any year by giving written notice to the Coalition prior to October 15 of the preceding year.

12) TERMINATION. The Coalition shall be dissolved if less than three (3) members remain, or by mutual signed agreement of all of the members. Upon termination, remaining assets of the Coalition shall be distributed to the members still remaining at the time of termination, pro rated according to their respective contributions for the year of termination.

13) NOTICES. All notices or other communications required to be given to the Coalition shall be sufficiently given and shall be deemed given when delivered or mailed by registered or certified mail, postage prepaid.

14) AMENDMENTS. This Agreement may be amended and become effective only by written agreement entered into by all members in good standing.

15) MULTIPLE EXECUTION. This Agreement may be executed simultaneously in any number of counterparts, each of which counterparts shall be deemed to be an original

and all such counterpart shall constitute but one and the same instrument. An originally executed counterpart shall be filed with the Executive Director, North Metro Mayors Association, 1000 Westgate, Suite #201, St. Paul, MN 55114.

16) EFFECTIVE DATE. This Agreement shall be in full force and effect upon receipt by the Executive Director, North Metro Mayors Association, 1000 Westgate, Suite #201, St. Paul, MN 55114, of an executed copy hereof. Upon receipt of all such documents, the previous Joint Powers Agreement 2010 and Amended and Reinstated JPA shall be superseded and replaced by this Agreement, and the Coalition will promptly mail a copy of the fully executed agreement to each of the Current Members.

[The remainder of this page intentionally left blank.]

CITY OF ANDOVER

By: _____

And by: _____

CITY OF ANOKA

By: _____

And by: _____

CITY OF BLAINE

By: _____

And by: _____

CITY OF BROOKLYN CENTER

By: _____

And by: _____

CITY OF BROOKLYN PARK

By: _____

And by: _____

CITY OF CHAMPLIN

By: _____

And by: _____

CITY OF CIRCLE PINES

By: _____

And by: _____

CITY OF COON RAPIDS

By: _____

And by: _____

CITY OF DAYTON

By: _____

And by: _____

CITY OF FRIDLEY

By: _____

And by:_____

CITY OF MOUNDS VIEW

By: _____

And by: _____

CITY OF MAPLE GROVE

By: _____

And by: _____

CITY OF NEW BRIGHTON

By: _____

And by: _____

CITY OF NEW HOPE

By: _____

And by: _____

CITY OF RAMSEY

By: _____

And by: _____

CITY OF SPRING LAKE PARK

By: _____

And by: _____

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #19-244

RESOLUTION APPROVING AMENDMENT AND RESTATEMENT TO JOINT POWERS AGREEMENT WITH NORTH METRO MAYORS ASSOCIATION

WHEREAS, in 2010, the City of Ramsey entered in to a Joint Power Agreement with North Metro Mayors Association; and

WHEREAS, the general purpose of the agreement was to create an organization through which the parties may jointly and cooperatively promote transportation and economic development and to assist governmental units in providing government services and conducting government functions effectively and efficiently; and

WHEREAS, the agreement is in effect until dissolved; and

WHEREAS, the City has received an amendment restating the Joint Powers Agreement and adding the City of Fridley to the coalition; and

WHEREAS, such amendment is being presented to the Ramsey City Council for approval.

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

1) The Ramsey City Council hereby approves the amendment to the Joint Powers Agreement with North Metro Mayors Association, which amendment restates the Joint Powers Agreement and adds the City of Fridley to the coalition.

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:

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 8th day of October, 2019.

Acting Mayor

ATTEST:

City Clerk

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

CC Regular Session **5. 7.**

Meeting Date: 10/08/2019

By: Colleen Lasher, Administrative Services

Information

Title:

Adopt Resolution #19-246 Updating 2019 Committee Appointments

Purpose/Background:

The purpose of this case is to update several of the 2019 committee appointments.

The City Council met in work session on September 24th and discussed several potential updates to the committee assignments. Prior to the August 27, 2019 City Council meeting, the City Council had just five of seven members. With Councilmember Menth now seated, there was an interest in updating appointments to formally appoint members, relieving alternate members who are acting as members, and/or to consider other revisions to current appointments.

Funding Source:

N/A

Recommendation:

Staff recommends adopting the attached resolution.

Action:

Motion to adopt Resolution #19-246 Updating 2019 Committee Appointments

Attachments

#19-246

Summary of Committee Appointments

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	10/03/2019 03:48 PM
Kurt Ulrich	Kurt Ulrich	10/03/2019 04:34 PM
Form Started By: Colleen Lasher		Started On: 09/27/2019 02:01 PM
Final Approval Date: 10/04/2019		

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #19-246

RESOLUTION UPDATING 2019 COMMITTEE APPOINTMENTS

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

1) The following committee appointments reflect updates to the committee appointments that were adopted per Resolution #19-001 on January 8, 2019.

		Jan. 8, 2019 Appt.	**Oct. 8, 2019 Appt.**
a.)	Public Works Committee	Mark Kuzma Chris Riley Melody Shryock Nadine Heinrich (Alt)	Mark Kuzma Jeff Menth Chris Riley Nadine Heinrich (Alt)
b)	Environmental Policy Board	Melody Shryock Debra Musgrove (Alt)	Debra Musgrove Jeff Menth (Alt)
c)	Joint Law Enforcement Council	Jeff Katers Nadine Heinrich (No Council Alt Necessary)	Jeff Katers Jeff Menth Nadine Heinrich (Alt)
d)	Northwestern Anoka County Community Consortium (NWACCC)/Youth First	Nadine Heinrich Brad Bluml Jim Steffen Michelle Anderson Melody Shryock (Alt)	Michelle Anderson Jeff Menth Nadine Heinrich (Alt) Brad Bluml (Staff) Cory Gardner (Staff Alt)
e)	Quad Cities Cable Communications Commission	Kurt Ulrich Megan Thorstad	Kurt Ulrich Jeff Menth

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 8th day of October, 2019.

_____
Mayor

ATTEST:

_____
City Clerk

SUMMARY OF CURRENT COMMITTEE APPOINTMENTS
AS OF OCTOBER 8, 2019

		2019 Appt.
a)	Acting Mayor	Chris Riley
b)	Public Works Committee	Mark Kuzma Chris Riley Jeff Menth Nadine Heinrich (Alt)
c)	Economic Development Auth	Chris Riley Mark Kuzma Deb Musgrove (Alt)
d)	Environmental Policy Board	Debra Musgrove Jeff Menth (Alt)
e)	Happy Days Committee	Deb Musgrove Nadine Heinrich (Alt)
f)	Highway 10 Committee	John LeTourneau Chris Riley Nadine Heinrich Kurt Ulrich (Staff) Elwyn Tinklenberg (Consultant)
		2019-2020 Appt.
g)	Ramsey/Nowthen Joint Powers Board	Nadine Heinrich Deb Musgrove Mark Kuzma (Alt)
		2019-2020 Appt.
h)	Joint Law Enforcement Council	Jeff Katers (Staff) Jeff Menth (No Council Alt Necessary)
i)	Anoka County Fire Protection Council	Nadine Heinrich Chris Riley (Alt)
j)	Lower Rum River Water Management Organization (LRRWMO)	Debra Musgrove Mark Kuzma (Alt)

k)	Lower Rum River WMO TAC	Bruce Westby (Staff)
l)	North Metro Mayors Association: Operating Committee Management Committee	Kurt Ulrich (Staff) John LeTourneau
m)	Anoka County Solid Waste Abatement Advisory Team	Chris Anderson (Staff)
n)	County Housing and Redevelopment Authority Liaisons	Sean Sullivan (Staff) Tim Gladhill (Staff)
o)	Northwestern Anoka County Community Consortium (NWACCC)/Youth First	Michelle Anderson Jeff Menth Nadine Heinrich (Alt) Brad Bluml (Staff) Cory Gardner (Staff Alt)
p)	Quad Cities Cable Communications Commission	Kurt Ulrich (Staff) Jeff Menth
q)	LOGIS Board of Directors	Jason Fredrickson (Staff) Calvin Kubat (Staff)
r)	Health Authority	Dr. James Long
		2019 Appt.
s)	Legal Services:	
	General Legal	Ratwik, Roszak&Maloney
	Prosecution	Ekberg Lammers
	Bond Counsel/TIF	Briggs & Morgan
t)	Recording Secretarial Services:	
	TimeSaver Off-Site Recording Secretary Service (TOSS)	TOSS

CC Regular Session **5. 8.**

Meeting Date: 10/08/2019

By: Bruce Westby, Engineering/Public Works

Information

Title

Adopt Resolution #19-249 Authorizing Consolidated Rail Infrastructure and Safety Improvements (CRISI) Transportation Grant
Application for Ramsey Gateway Highway 10 Improvements.

Purpose/Background:

Purpose:
The purpose of this case is to adopt Resolution #19-249 authorizing Staff to utilize Bolton and Menk at a cost not-to-exceed $10,000 to prepare an application for funding up to $25 million through the Consolidated Rail Infrastructure and Safety Improvements (CRISI) Transportation Grant program for Highway 10 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 Fairoak 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. After developing this plan, the City of Anoka effectively and successfully applied for external funding through numerous state and federal grant programs and recently announced the project is fully funded with construction scheduled to start in 2022.

The City of Elk River was also recently awarded full funding for grade-separating all intersections along Highway 169 through the City. This means the City of Ramsey will have the only two at-grade signalized intersections on US 10/169 once Anoka and Elk River complete their improvements to Highways 10 and 169.

Last year, the City of Ramsey hired Bolton and Menk to develop a plan for improvements to Highway 10 through the City of Ramsey. Since then, City Staff have been working with Staff from Bolton and Menk, Anoka County, the Minnesota Department of Transportation, the Federal Highway Agency, and the City of Elk River to develop a plan for improving Highway 10 through the City of Ramsey to improve 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 and Sunfish Lake Boulevard. These proposed improvements are currently estimated to cost up to $140 million.

Phase 1 of the Ramsey Gateway plan, the planning phase, is nearing completion. Phase 2 of the Ramsey Gateway plan, the design phase, will develop the preliminary design and estimated construction costs. Staff is currently discussing the process for transitioning from Phase 1 to Phase 2 with the other agencies.

To ensure the City of Ramsey is able to construct the Ramsey Gateway Highway 10 Improvements near the end of or immediately following the improvements to Highways 10 and 169 through the cities of Anoka and Elk River, applications for external funding should be submitted as soon as opportunities arise. These opportunities occur throughout the year so Staff feels it is important to apply early and often to ensure the Ramsey Gateway Highway 10 Improvements can be funded as quickly as possible.

An opportunity currently exists to apply for federal grant funds through the Consolidated Rail Infrastructure and Safety Improvements (CRISI) Transportation Grant program. This program leverages private, state and local investments to support safety enhancements and general improvements to infrastructure for both intercity passenger and freight railroads. The U.S. rail network is central to the success of the American economy, carrying more than 1.8 billion tons of freight valued at nearly $800 billion annually, and over 31.7 million passengers on Intercity Rail Passenger Transportation services.

Congress authorized the CRISI grant program to invest in a wide range of projects within the United States to improve railroad safety, efficiency, and reliability; mitigate congestion at both intercity passenger and freight rail chokepoints; enhance multi-modal connections; and lead to new or substantially improved Intercity Passenger Rail Transportation corridors. Rail safety projects include, but are not limited to, grade crossing enhancements, rail line relocations and improvements, and deployment of railroad safety technology. Eligible work also includes regional rail and corridor planning, environmental analyses and research, workforce development, and training.

The CRISI Program is authorized under Section 11301 of the Fixing America's Surface Transportation (FAST) Act, Public Law 114-94 (2015); 49 U.S.C. 22907 and funds are provided in the 2019 Appropriation.

Available Funds
The total funding available for awards is $244,621,500. There are no predetermined minimum or maximum dollar thresholds for awards. The Federal Railroad Administration (FRA) anticipates making multiple awards with the available funding. FRA strongly encourages applicants to identify and include other state, local, public, or private funding or financing to support the proposed project in order to maximize competitiveness. The application will request funding up to $25 million since a typical railway grade-separation project costs around $25 million.

Cost Sharing
The Federal share of total costs for projects funded under this notice will not exceed 80 percent, though FRA will provide selection preference to applications where the proposed Federal share of total project costs is 50 percent or less. The estimated total cost of a project must be based on the best available information, including engineering studies, studies of economic feasibility, environmental analyses, and information on the expected use of equipment and/or facilities.

Application Deadline
Applications for funding under the 2019 CRISI solicitation are due no later than 5:00 p.m. EDT, October 18, 2019.

Notification:
Notifications are not required for this case.

Observations/Alternatives:

Observations:
If authorized, this would be the second grant application submitted for the Highway 10 Ramsey Gateway improvements. On May 28, 2019, Council authorized applying for up to $25 million for the Ramsey Gateway improvements through the FY 2019 Better Utilizing Investments to Leverage Development (BUILD) grant program. Funds awarded through the FY 2019 BUILD program must be expended by September 30, 2026. At this time it is not known if the City was awarded funding from the BUILD grant program.

Upon Council authorization to submit an application for funding through the CRISI program, letters of support for the Ramsey Gateway Highway 10 Improvements previously obtained from local businesses, Anoka County, the Minnesota Department of Transportation, Burlington Northern Railroad, Met Transit, and members of Congress and the Senate, will be submitted with the application.

In 2017, the City applied for a federal FASTLANE grant and though the City was not successful with that application, Staff did request an audit of our application. During the audit we were informed that while we were not awarded funding, neither do the vast majority of first time applicants. We were also informed that chances of award increase each time an application is resubmitted due to their increased familiarity with the project, and due to the increased feedback on how to enhance future application to increase the chances of being awarded funding.

If the City is unsuccessful in securing funds under the FY 2019 CRISI grant program, the application can be re-purposed to apply for future CRISI program funds, or other available funding sources such as Corridor Investment Management Strategy (CIMS), Corridors of Commerce (COC), Local Road Improvement Program (LRIP), Local Partnership Program (LPP), Transportation Economic Development (TED) and Transportation Economic Development Infrastructure (TEDI).

Alternatives:
Adopt Resolution #19-249 authorizing Staff to utilize Bolton and Menk at a cost not-to-exceed $10,000 to prepare an application for funding up to $25 million through the Consolidated Rail Infrastructure and Safety Improvements (CRISI) Transportation Grant program for Highway 10 Ramsey Gateway improvements.

Funding Source:
The current estimated cost for constructing the proposed improvements along the Highway 10 corridor through the City of Ramsey is $140 million. If the City is successful in obtaining the requested grant funds, a 20% local match will be required. This local match can be funded in many ways, including the use of Local Road Improvement Program funds, MSA funds, etc. A share of the local match could also come from Anoka County. Applicants are encouraged to identify other public and/or private funding sources that will be leveraged to contribute to the capital costs of the project. Staff will further identify the source(s) of the local match amount while working with Bolton and Menk to complete the application. Local cost share requests would require future Council approval.

Bolton and Menk, Inc. submitted a proposal to the City of Ramsey on September 27, 2019 for preparing the application in an amount not-to-exceed $10,000. A copy of the proposal is attached. Anoka County has offered to pay for 75% of the application costs, or up to $7,500. The Minnesota Department of Transportation will not contribute to the costs. The City's share of the application costs will be limited to a maximum of $2,500. City costs are proposed to be taken from the Public Improvement Revolving (PIR) fund.

Recommendation:
City staff recommends adopting Resolution #19-249 authorizing Staff to utilize Bolton and Menk at a cost not-to-exceed $10,000 to prepare an application for funding up to $25 million through the Consolidated Rail Infrastructure and Safety Improvements (CRISI) Transportation Grant program for Highway 10 Ramsey Gateway improvements to ensure the City is able to complete the Highway 10 Ramsey Gateway improvements as soon as possible.

Action:

Adopt Resolution #19-249 authorizing Staff to utilize Bolton and Menk at a cost not-to-exceed $10,000 to prepare an application for funding up to $25 million through the Consolidated Rail Infrastructure and Safety Improvements (CRISI) Transportation Grant program for Highway 10 Ramsey Gateway improvements.

Attachments

Resolution 19-249

BMI Proposal

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	10/03/2019 04:32 PM
Form Started By: Bruce Westby		Started On: 10/01/2019 10:04 AM
Final Approval Date: 10/03/2019		

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

RESOLUTION #19-249

RESOLUTION AUTHORIZING CONSOLDATED RAIL INFRASTRUCTURE AND SAFETY IMPROVEMENTS (CRISI) TRANSPORTATION 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 Consolidated Rail Infrastructure and Safety Improvements (CRISI) Transportation Grant program thereby allowing the project to receive CRISI grant funding up to $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 up to $25,000,000 in funding from the Consolidated Rail Infrastructure and Safety Improvements (CRISI) Transportation Grant program for Highway 10 Ramsey Gateway improvements.

2. That the Ramsey City Council hereby authorizes staff to execute the Bolton and Menk, Inc. proposal in an amount not-to-exceed $10,000 for preparing the CRISI grant application, with the City of Ramsey's cost share limited to a maximum of $2,500.

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 8th day of October, 2019.

_____
Mayor

ATTEST:

_____
City Clerk

BOLTON & MENK
Real People. Real Solutions.

12224 Nicollet Avenue
Burnsville, MN 55337-1649

Ph: (952) 890-0509
Fax: (952) 890-8065
Bolton-Menk.com

September 27, 2019

Mr. Bruce Westby
City Engineer
7550 Sunwood Drive NW
Ramsey, MN 55303

Mr. Joe MacPherson
Assistant County Engineer
1440 Bunker Lake Blvd
Andover, MN 55304

RE: CRISI Grant Application Proposal

Dear Bruce and Joe,

We are pleased to present the following proposal to prepare a CRISI 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 and County staff to prepare a persuasive funding application that meets the submittal requirements of the CRISI program.

Consolidated Rail Infrastructure and Safety Improvements (CRISI) Transportation Grant

U.S. DOT has formally announced a Notice of Funding Opportunity (NOFO) to apply for $244 million in discretionary grand funding through the CRISI program. FY 2019 CRISI Transportation grants are for investments in infrastructure for both intercity passenger and freight railroads and are to be awarded on a competitive basis for projects that will have a significant local or regional impact.

The deadline for applications to be submitted online on *October 18, 2019* by *5 p.m*. For this round of CRISI grants, there is no predetermined maximum grant award, and at least $63,750,000 million will be made available to rural projects.

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 CRISI Grant Application in partnership with the City and County. 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 CRISI application.

Bolton & Menk Responsibility	Deadline	Applicant Responsibility	Deadline
Draft Package of the following:	Oct 11	Application Set Up (grants.gov)	Sep 30
Application for Federal Assistance SF-424		Review of Draft Application	Oct 16
Project Narrative		FRA Assurances & Certification*	Oct 10
Statement of Work		Disclosure of Lobbying Activities*	Oct 10
Benefit-Cost Analysis		Certification Regarding Lobbying*	Oct 10
Budget for Construction		Signed Resolution (not required)	Oct 14
Project Layout & Graphics		BNSF Letter of Support	Oct 14
Previously obtained Letters of Support**		Metro Transit Letter of Support	Oct 14
All above uploaded to online application	Oct 18	Online Signatures & Submittal	Oct 18

** See attached formats. Bolton & Menk will provide the digital copies to complete.*
*** Existing LOS from Anoka County, MnDOT, Congressman Tom Emmer*

Bolton & Menk is an equal opportunity employer.

Estimated Consultant Cost = $8,000 - $10,000

Estimate of Fees

Bolton & Menk, Inc. has identified a total estimated cost not to exceed $10,000 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: _____

Bolton & Menk is an equal opportunity employer.

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 $10,000.00. 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.

CC Regular Session **5. 9.**

Meeting Date: 10/08/2019

By: Chloe McGuire Brigl, Community Development

Information

Title

Adopt Resolution #19-250 Rescinding Resolution #19-222

Purpose/Background:

The purpose of this case is to rescind a resolution that was intended to be pulled from the September 24, 2019 City Council consent agenda but was adopted by mistake. City Staff would like additional time to work with the property owner (JAC Auto) on a reasonable timeframe for cleanup at 6336 Highway 10 NW. The property owner has been receptive to Staff's request for a meeting, and City Staff has a meeting scheduled on October 3, 2019 to discuss cleanup with the property owner. City Staff will be back with a new resolution for clean up within thirty (30) days of the date of this meeting.

Notification:

No notification required.

Funding Source:

Staff handles Code Enforcement as part of normal duties.

Recommendation:

Staff Recommends the City Council Adopt Resolution #19-250 Rescinding Resolution #19-222

Action:

Motion to Adopt Resolution #19-250 Rescinding Resolution #19-222

Attachments

Site Location

Resolution #19-250

Form Review

Inbox	Reviewed By	Date
Tim Gladhill	Tim Gladhill	10/02/2019 02:49 PM
Kurt Ulrich	Kurt Ulrich	10/03/2019 04:13 PM
Form Started By: Chloe McGuire Brigl		Started On: 10/01/2019 10:58 AM
Final Approval Date: 10/03/2019		

Site Location Map for 17030 Baugh St NW



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

RESOLUTION #19-250

A RESOLUTION RESCINDING RESOLUTION #19-222 RELATED TO 6336 HIGHWAY 10 NW COMMONLY KNOWN AS JAC AUTO REPAIR AND SALES

WHEREAS, the City Council approved Resolution #19-222 on September 24, 2019; and

WHEREAS, Resolution #19-222 was intended to be pulled from the consent agenda to give City Staff additional time to work with the property owner on a timeframe for code enforcement cleanup and action; and

WHEREAS, City Staff will come back with an updated resolution for code enforcement cleanup and action within thirty (30) days from the date of this agenda.

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

1. That the Ramsey City Council hereby rescinds Resolution #19-222.

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 8th day of October, 2019.

CITY OF RAMSEY:

By:_____ By:_____

Mayor City Clerk

STATE OF MINNESOTA)

) ss.

COUNTY OF ANOKA)

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

_____

Notary Public

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

CC Regular Session **5. 10.**

Meeting Date: 10/08/2019

Submitted For: Grant Riemer, Engineering/Public Works

By: MaryJo Warner, Engineering/Public Works

Information

Title

Report from Public Works Committee.
The Public Works Committee held its regular meeting on September 17, 2019 and discussed the following cases.
1. Consider Lowering Speed Limit on Residential Roads: The Committee directed staff to bring the topic back for consideration in six months.
2. Recommend City Council Approval of Funding Program for Variolite Street Reconstruction, Improvement Project #20-01: Motion to ratify the recommendation of the Public Works Committee for City Council approval of a funding program for the Variolite Street Reconstruction project, Improvement Project #20-01, not including special assessment, and to consider amending the assessment policy to provide flexibility in cases where it would not make financial sense.
3. Recommend City Council Approval of Ramsey Town Center 9th Addition Pond Lining Improvements, Improvement Project #19-06: Motion to ratify the recommendation of the Public Works Committee to recommend City Council approval of Ramsey Town Center 9th Addition Pond Lining Improvements, Improvement Project #19-06.
4. Recommend City Council Approval of Germanium Street Drainage Improvements, Improvement Project #19-09: Motion to ratify the recommendation of the Public Works Committee for City Council to table the Germanium Street Drainage Improvements, Improvement Project #19-09.
5. Recommend City Council Approval of Hedgehog Street Drainage Improvements, Improvement Project #19-10: Motion to ratify the recommendation of the Public Works Committee to recommend City Council approval of Hedgehog Street Drainage Improvements, Improvement Project #19-10.
6. Recommend City Council Approval of Water Efficiency Grant Application: Motion to ratify the recommendation of the Public Works Committee to recommend that the City Council approve of a Water Efficiency Grant application in the amount of $50,000.

Purpose/Background:

1. Consider Lowering Speed Limit on Residential Roads: Public Works Superintendent Riemer stated that the current speed limit on residential roads is 30 mph. In the past this speed limit was set by the Commissioner of Transportation at MnDOT. Earlier this spring the State Legislature passed a law allowing the local road authority the ability to lower the speed limit on residential roads to 25 mph, if they so choose. A residential roadway is not defined to include all city streets in an area zoned exclusively for housing and are not collector or arterial streets. The change in definition of a residential roadway expands the ability of cities to designate such streets at 25 mph, pursuant to Minnesota Statutes, Section 169.14, Subdivision 2(7). Changing the speed limit on such a street no longer requires a traffic study by MnDOT, nor does it require an engineer analysis by the City. Cities may simply adopt the 25-mph speed limit by Council action, provided the roadway meets the new definition. After speaking with the City Attorney, he advised that any Council action to change the speed limits must be done by Ordinance, because only Ordinances are enforceable by law. The Committee directed staff to bring the topic back for consideration in six months.
2. Recommend City Council Approval of Funding Program for Variolite Street Reconstruction, Improvement Project #20-01: City Engineer Westby stated that the 2.24-mile segment of Variolite Street between Alpine Drive and 173rd Avenue is proposed to be reconstructed in 2020. The pavement on this segment of Variolite Street is in poor condition. Only 13 properties have direct access on this segment of the street and therefore receive special benefit from the proposed improvements and could therefore be assessed a portion of the cost. The estimated project cost for reconstructing this segment of Variolite Street is $2,643,600, of which $315,3330 is estimated to be funded through Stormwater Funds. This leaves an estimated $2,328,270 unfunded. Municipal State Aid System

funds are available to pay for the reconstruction of Variolite Street in 2020 since Variolite Street is an MSA route. In addition, approximately $203,000 is available from the unexpended street reconstruction fund as recently discussed. Motion to ratify the recommendation of the Public Works Committee for City Council approval of a funding program for the Variolite Street Reconstruction project, Improvement Project #20-01, not including special assessment, and to consider amending the assessment policy to provide flexibility in cases where it would not make financial sense.

3. Recommend City Council Approval of Ramsey Town Center 9th Addition Pond Lining Improvements, Improvement Project #19-06: City Engineer Westby stated that two unlined stormwater ponds were constructed as part of the Ramsey Town Center (RTC) 9 th Addition in the early 2000's. However, the developer walked away from RTC 9th Addition before it was completed. CentraHomes is currently completing this private residential development. Based on current stormwater management and wellhead protection standards, infiltration of stormwater is prohibited in Wellhead Protection Areas, which encompasses all of RTC 9th Addition, including the two ponds. Staff is therefore proposing to line the two ponds in RTC 9th Addition to prevent infiltration. Motion to ratify the recommendation of the Public Works Committee to recommend City Council approval of Ramsey Town Center 9th Addition Pond Lining Improvements, Improvement Project #19-06.

4. Recommend City Council Approval of Germanium Street Drainage Improvements, Improvement Project #19-09: City Engineer Westby stated that staff is still working on the details of this project, but it is not yet to the point where it could move forward and asked that the case be tabled to 2020. Motion to ratify the recommendation of the Public Works Committee for City Council to table the Germanium Street Drainage Improvements, Improvement Project #19-09.

5. Recommend City Council Approval of Hedgehog Street Drainage Improvements, Improvement Project #19-10: City Engineer Westby stated that the property owner at 15639 Hedgehog Street informed staff in 2018 that stormwater runoff from Hedgehog Street and 156 th Lane NW runs through a ditch on their property but lately the runoff is extending outside the easement area to within about 10 feet of their back door. The property owner inquired what the City could do to help prevent stormwater runoff from ponding in their backyard. City staff collected topographic survey data in late 2018 and early 2019 and is preparing draft plans, specifications and cost estimates for a drainage improvement project that includes re-grading the existing ditch swale along the south property line of 15639 Hedgehog Street, directly across from 156th Lane NW. The ditch and proposed grading improvements are located within an existing drainage easement that fronts several properties in the area. The City will not need to acquire easements to complete this work. Motion to ratify the recommendation of the Public Works Committee to recommend City Council approval of Hedgehog Street Drainage Improvements, Improvement Project #19-10.

5. Recommend City Council Approval of Water Efficiency Grant Application: City Engineer Westby reported that the Metropolitan Council is offering grants from $2,000 to $50,000 to municipal water suppliers to help increase water efficiency by lowering the cost for residents to purchase and install products that reduce water use including toilets, washing machines, and irrigation sprinklers and controllers. Municipalities may use grant funds to fund rebates to residents who replace inefficient water-using devices with approved devices that use substantially less water, or for irrigation system audits. The Metropolitan Council administered a water efficiency grant program during the 2015-2017 biennium using $500,000 from the Clean Water Fund, which yielded an estimated total savings of 52,000,000 gallons of water per year. Motion to ratify the recommendation of the Public Works Committee to recommend that the City Council approve of a Water Efficiency Grant application in the amount of $50,000.

Recommendation:

1. The Committee directed staff to bring the topic back for consideration in six months.
2. Motion to ratify the recommendation of the Public Works Committee for City Council approval of a funding program for the Variolite Street Reconstruction project, Improvement Project #20-01, not including special assessment, and to consider amending the assessment policy to provide flexibility in cases where it would not make financial sense.
3. Motion to ratify the recommendation of the Public Works Committee to recommend City Council approval of Ramsey Town Center 9th Addition Pond Lining Improvements, Improvement Project #19-06.
4. Motion to ratify the recommendation of the Public Works Committee to table the Germanium Street Drainage Improvements, Improvement Project #19-09.
5. Motion to ratify the recommendation of the Public Works Committee to recommend City Council approval of

Hedgehog Street Drainage Improvements, Improvement Project #19-10.
6. Motion to ratify the recommendation of the Public Works Committee to recommend that the City Council approve of a Water Efficiency Grant application in the amount of $50,000.

Action:

Motion for City Council to ratify the recommendation of the Public Works Committee as follows:
1. The Committee directed staff to bring the topic back for consideration in six months.
2. Motion to ratify the recommendation of the Public Works Committee for City Council approval of a funding program for the Variolite Street Reconstruction project, Improvement Project #20-01, not including special assessment, and to consider amending the assessment policy to provide flexibility in cases where it would not make financial sense.
3. Motion to ratify the recommendation of the Public Works Committee to recommend City Council approval of Ramsey Town Center 9th Addition Pond Lining Improvements, Improvement Project #19-06.
4. Motion to ratify the recommendation of the Public Works Committee to table the Germanium Street Drainage Improvements, Improvement Project #19-09.
5. Motion to ratify the recommendation of the Public Works Committee to recommend City Council approval of Hedgehog Street Drainage Improvements, Improvement Project #19-10.
6. Motion to ratify the recommendation of the Public Works Committee to recommend that the City Council approve of a Water Efficiency Grant application in the amount of $50,000.

Attachments

Agenda

Form Review

Inbox	Reviewed By	Date
Bruce Westby	Bruce Westby	10/03/2019 11:12 AM
Kurt Ulrich	Kurt Ulrich	10/03/2019 03:06 PM
Form Started By: MaryJo Warner		Started On: 09/25/2019 08:39 AM
Final Approval Date: 10/03/2019		

City of Ramsey
Agenda
Public Works Committee
Tuesday, September 17, 2019
5:30 pm
Lake Itasca Room, 7550 Sunwood Drive NW

1. Call to Order

2. Citizen Input

3. Approve Agenda

4. Approve Minutes

1. Approve the following meeting minutes.
1. Public Works Committee meeting dated July 16, 2019.

5. Committee Business

1. Consider Lowering Speed Limit on Residential Roads

2. Recommend City Council Approval of Funding Program for Variolite Street Reconstruction, Improvement Project #20-01

3. Recommend City Council Approval of Ramsey Town Center 9th Addition Pond Lining Improvements, Improvement Project #19-06

4. Recommend City Council Approval of Germanium Street Drainage Improvements, Improvement Project #19-09

5. Recommend City Council Approval of Hedgehog Street Drainage Improvements, Improvement Project #19-10

6. Recommend City Council Approval of Water Efficiency Grant Application

6. Committee/Staff Input

1. Review Wellhead Protection Plan Part 2 Amendment

2. Staff Updates on Improvement Projects and Items of Interest

3. Review Future Topics Calendar

7. Adjournment

Public Works Committee **4. 1.**

Meeting Date: 09/17/2019
Submitted For: Grant Riemer, Engineering/Public Works
By: MaryJo Warner, Engineering/Public Works

Title:

Approve the following meeting minutes.
1. Public Works Committee meeting dated July 16, 2019.

Purpose/Background:

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

Timeframe:

5 minutes.

Observations/Alternatives:

n/a

Funding Source:

n/a

Recommendation:

To review and approve meeting minutes dated July 16, 2019.

Action:

Motion to approve meeting minutes dated July 16, 2019.

Attachments

Minutes

Form Review

Inbox	Reviewed By	Date
Grant Riemer	Grant Riemer	09/12/2019 09:39 AM
Kurt Ulrich	Kurt Ulrich	09/12/2019 03:06 PM
Form Started By: MaryJo Warner		Started On: 09/11/2019 11:26 AM
Final Approval Date: 09/12/2019		

PUBLIC WORKS COMMITTEE
CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA

The Public Works Committee conducted a regular meeting on Tuesday, July 16, 2019, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present: Chairperson Mark Kuzma
Councilmember Nadine Heinrich
Councilmember Chris Riley

Also Present: Public Works Superintendent Grant Riemer
City Engineer Bruce Westby
Community Development Director Tim Gladhill

1. CALL TO ORDER

Chairperson Kuzma called the regular meeting of the Public Works Committee to order at 5:30 p.m.

2. CITIZEN INPUT

There was none.

3. APPROVE AGENDA

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

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

4. APPROVE MINUTES

4.01: Approve June 18, 2019, Meeting Minutes

Motion by Councilmember Riley, seconded by Councilmember Heinrich, to approve the following minutes:

Regular Meeting Minutes dated June 18, 2019

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

5. COMMITTEE BUSINESS

None.

6. COMMITTEE / STAFF INPUT

6.01: Update on Pavement Maintenance Plan for Ferret Street and 147th Avenue Intersection

City Engineer Westby stated that on July 11, 2017, the City Council adopted Resolution #17-07-170 authorizing the preparation of a Feasibility Report for reconstructing the street in the HY-10 Ramsey subdivision under City Improvement Project No. 18-02. On May 22, 2018, the Development Review Committee (DRC) reviewed the proposed project and provided comments on design alternatives based on the potential for future development of the HY-10 Ramsey subdivision. Given the uncertainties associated with redevelopment, staff felt it would be most cost effective to bring the bituminous pavement up to usable standards, extend utilities and concrete curb and gutter along 147th Avenue only, and not to connect the street to adjacent developments at this time.

City Engineer Westby stated that staff prepared a draft Feasibility Report based on input from the DRC, which included an engineer's opinion of probable project costs of $288,000. The project was proposed to be funded using a combination of special assessments to benefiting properties, street reconstruction bond proceeds, and stormwater utility funds. Nine parcels were identified as receiving special benefit from the improvements. Four of the parcels had permanent structures, and the other five were undeveloped. Several of the parcels were listed for sale, including two City owned parcels.

City Engineer Westby stated that staff originally intended to conduct a public information meeting with benefiting property owners of HY-10 Ramsey while preparing the Feasibility Report to explain the purpose and need for the proposed improvements, the scope of the improvements, estimated costs, the proposed funding program, and propose schedule. However, due to growing uncertainties surrounding the future use of adjacent parcels, staff determined it would be best to prepare a Feasibility Report before scheduling and conducting the public input meeting to help keep discussions focused.

City Engineer Westby noted that on September 13, 2019 staff conducted the public information meeting. None of the benefiting property owners attended the meeting or called in advance to discuss the project. However, after the meeting staff was contacted by two benefiting property owners and both were opposed to reconstructing the streets at that time stating redevelopment was imminent. Since such time, staff has met with the property owners and the general consensus of all is the redevelopment is imminent so streets should not be reconstructed at this time. On October 23, 2018 the City Council adopted Resolution #18-218 accepting the Feasibility Report along with staff's recommendation to shelve the project until such time that it is no longer needed to the adjacent property owners request the streets be repaired.

City Engineer Westby stated that in subsequent discussion between staff and the Public Works Committee, staff received consensus approval from the Committee to reconstruct the pavement

at the intersection of Ferret Street and 147th Avenue in 2019 using in-house resources to ensure that the intersection could continue to safely be used by the public and effectively maintained by the City. He stated that based on recent developments, staff proposed to suspend improving the intersection of Ferret Street and 147th Avenue in 2019, and instead monitor pavement conditions at the intersection and recommend future improvements as needed.

Chairperson Kuzma asked if there would be available funding to fix the intersection if that was needed.

Public Works Superintendent Riemer stated that if the reconstruction of the intersection was needed there would be an estimated cost of $8,000 to $10,000. He stated that most of the users that were in that area have moved out, so there should not be much wear on the road for the time being.

Councilmember Riley stated that he agrees that the City should not reconstruct the intersection just to reconstruct it again in the future. He also noted that road improvements continue to be a high priority and therefore it seems odd to postpone needed improvements.

City Engineer Westby stated that public works is behind on its patching and did not believe it would make sense to take time away from patching other more highly used roads to repair this intersection.

Councilmember Riley agreed that this should be postponed.

Councilmember Heinrich asked when this improvement would then occur.

City Engineer Westby replied that reconstruction of the roadway will most likely follow the redevelopment of this area.

Community Development Director Gladhill stated that this road is within TIF 14 and therefore when redevelopment occurs, TIF could be an option for funding the road reconstruction.

The Committee provided consensus direction to suspend improvements to the intersection of Ferret Street and 147th Avenue in 2019.

6.02: Update on Variolite Street Reconstruction Options

City Engineer Westby stated that typically staff starts developing street reconstruction and overlay projects for the following year in July or August, based on the workload and the scope of the projects. During the last five years, staff has followed the same project development process for all street reconstruction and overlay projects using the City's adopted Special Assessment Policy and 2015-2019 Street Reconstruction and Overlay Program.

City Engineer Westby provided additional details on the process which includes the creation of a Feasibility Study/Report. He noted that currently the City does not have an adopted five-year Street Reconstruction and Overlay Program identifying projects that are eligible for the use of

special assessment to pay a portion of the project costs. In addition, discussions are still underway as to how the City should fund street reconstruction and overlay projects. Engineer staff are therefore not able to start developing street reconstruction and/or overlay projects for 2020.

City Engineer Westby stated that staff recently developed a five-year CIP based on the Franchise Fee funding model that included the reconstruction of Variolite Street between Alpine Drive and 173rd Avenue in 2020. This is due to the poor condition of the pavement, as well as the fact that only 13 assessable properties exist along this 2.24 mils segment of road which minimizes the dependence on assessments to pay for the improvements. Staff will be evaluating the 2020-2029 CIP in August, at which time projects in the 2019-2028 CIP will be adjusted based on numerous factors. Variolite Street is limited in the 2019-2028 CIP as a 2022 reconstruction project.

City Engineer Westby stated that the estimated project cost for reconstructing Variolite Street is $2,643,600 of which $315,330 is estimated to be funded through stormwater funds which would leave an estimated $2,328,270 unfunded. If Franchise Fees were to end up being the City's funding source for street reconstruction and overlay projects, it would take a year or more to build the fund balance up so projects could be fully paid through the fund. Municipal State Aid System funds are available to pay for the reconstruction of Variolite Street in 2020 since Variolite Street is an MSA route. In addition, approximately $203,000 is available from the unexpended street reconstruction funds as recently discussed.

City Engineer Westby stated that if the Public Works Committee provides consensus direction that staff should proceed to develop the Variolite Street reconstruction project for 2020, staff would prepare a case for the July 23rd City Council meeting requesting authorization to proceed with hiring consultants to collect topographic survey data, complete soil borings and prepare a geotechnical report this summer/fall.

Chairperson Kuzma stated that without having the funding source in place it would make sense to have something to move forward with as a project for 2020 and therefore would support this option.

Councilmember Heinrich agreed that this project should move forward.

Councilmember Riley agreed that the City cannot go one year without completing a road improvement project. He noted that he drove this roadway the previous day and agrees that this should be improved in 2020. He stated that he appreciated the options for funding provided. He stated that he can see the arguments to support assessing the project or not assessing the project as the discussions regarding franchise fees continue.

City Engineer Westby stated that the discussion regarding assessment could be deferred until later this fall.

Councilmember Riley noted that although there are homes on the road, this is not a residential road as 90 percent of the traffic using this road is just passing by. He stated that perhaps this would be a case for assessing a flat amount rather than a percentage of the project cost.

City Engineer Westby stated that staff can move forward and collect proposals from consultants and bring back the topic for further discussion of options for assessments.

The Committee provided consensus direction for staff to proceed on development of the Variolite Street reconstruction project for 2020.

6.03: Staff Update on Improvement Projects and Items of Interest

City Engineer Westby provided a brief updated on improvement projects and other items of interest.

6.04: Review Future Topics Calendar

Public Works Superintendent Riemer stated that the second round of manganese testing was completed and provided a map showing the results, noting that all the test locations measured under the threshold. He confirmed that the information will be shown on the City website.

Councilmember Heinrich asked staff to follow up with Ramsey Elementary to determine if the school has a water softener.

7. ADJOURNMENT

Motion by Councilmember Heinrich, seconded by Councilmember Riley, to adjourn the Public Works Committee meeting.

Motion carried.

The regular meeting of the Public Works Committee adjourned at 6:00 p.m.

Respectfully submitted,

_____

Grant Riemer
Public Works Superintendent

Drafted by Amanda Staple
TimeSaver Off Site Secretarial, Inc.

Public Works Committee **5. 1.**

Meeting Date: 09/17/2019

By: Grant Riemer, Engineering/Public Works

Title:

Consider Lowering Speed Limit on Residential Roads

Purpose/Background:

Purpose:
The purpose of this case is to consider lowering the speed limit on residential roads in the City of Ramsey.
Background:
The current speed limit on residential roads is 30 mph. In the past this speed limit was set by the Commissioner of Transportation at MnDot. Earlier this spring the State Legislature passed a law allowing the local road authority the ability to lower the speed limit on residential roads to 25 mph, if they so choose.

‘Residential roadway’ definition expanded

A “residential roadway” is now defined to include all city streets in an area zoned exclusively for housing and are not collector or arterial streets. The change in definition of a residential roadway expands the ability of cities to designate such streets at 25 mph, pursuant toMinnesota Statutes, section 169.14, subdivision 2 (7). Changing the speed limit on such a street no longer requires a traffic study by MnDOT, nor does it require an engineering analysis by the city. Cities may simply adopt the 25 mph speed limit by council action provided the roadway meets the new definition. After speaking with the city attorney he advised that any council action to change the speed limits must be done by ordinance, because only ordinances are enforceable by law.

Timeframe:

15 minutes

Observations/Alternatives:

City staff receives numerous phone calls from residents with concerns about motorists that they feel are speeding in their neighborhoods. Staff from Public Works, Engineering and the Police Department have discussed this issue and feel, if we are to change the speed limit on residential streets, it must be consistent city wide. Staffs reasoning is the cost of the additional signage would be prohibitive and enforcement for the PD would be difficult at best, if the speed limit changed from road section to road section.

Funding Source:

General Fund 0260-6249 Traffic Engineering

Recommendation:

Staff does not have a strong recommendation on this issue and can support either speed limit that the committee and ultimately the council decides upon. There will be a fairly substantial labor component switching the speed limit signs over though. Staff will have a better count on the number of signs that will need to be modified at the meeting.

Action:

Motion that the speed limit on residential streets remain at the current speed limit of 30 mph or
Motion to direct staff to begin developing a draft ordinance to lower the speed limit to 25 mph on all residential streets.

Attachments

No file(s) attached.

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	09/12/2019 03:03 PM
Form Started By: Grant Riemer		Started On: 09/10/2019 01:04 PM
Final Approval Date: 09/12/2019		

Public Works Committee **5. 2.**

Meeting Date: 09/17/2019

By: Bruce Westby, Engineering/Public Works

Title:

Recommend City Council Approval of Funding Program for Variolite Street Reconstruction, Improvement Project #20-01

Purpose/Background:

Purpose:

The purpose of this case is to provide a recommendation to the City Council for approval of a funding program for Variolite Street Reconstruction, Improvement Project #20-01.

Background:

The 2.24-mile segment of Variolite Street between Alpine Drive and 173rd Avenue is proposed to be reconstructed in 2020. The pavement on this segment of Variolite Street is in poor condition (2018 average PASER rating of 4). Only 13 properties have direct access to this segment of Variolite Street and would therefore receive special benefit from the proposed improvements and could therefore be assessed a portion of the costs.

The estimated project cost for reconstructing this segment of Variolite Street is $2,643,600, of which $315,330 is estimated to be funded through Stormwater Funds. This leaves an estimated $2,328,270 unfunded. Municipal State Aid System funds are available to pay for the reconstruction of Variolite Street in 2020 since Variolite Street is an MSA route. In addition, approximately $203,000 is available from the unexpended street reconstruction funds as recently discussed.

From 2015 through 2019, street reconstruction and overlay project funding programs included levying special assessments against benefiting properties to cover up to 25% of eligible project costs in compliance with applicable provisions of the City Charter, the City's adopted Special Assessments Policy, and Minnesota Statute Chapter 429.

When special assessments pay for a portion of the project costs, the first step in the project development process is to request Council authorization to prepare a Feasibility Report. The Feasibility Report explores numerous aspects of the proposed improvements including whether they are feasible, necessary and cost-effective, and whether they should be completed alone or in conjunction with other improvements. Estimated project costs and a project funding program are also developed in greater detail than what was used to estimate costs and funding sources for the Capital Improvement Program. A preliminary project schedule is also developed within the Feasibility Report.

Over the last five years, Staff have typically started to develop street reconstruction and overlay projects for the following year in July or August based on workload and the scope of the projects. This is because special assessments were used to pay for a portion of the project costs. Later that fall Staff requests City Council acceptance of the Feasibility Report and authorization to prepare plans and specifications. Plans are then approved during the winter and the project is bid over the winter so construction can begin in the spring.

The City does not currently have an adopted 5-year Street Reconstruction and Overlay Program identifying projects that are eligible for bonding to allow the use of special assessments to pay for a portion of project costs. However, the City's adopted Special Assessments Policy is still valid and can be used to guide the City in applying special assessments to street reconstruction and overlay projects when bonding is not needed.

On July 16, 2019, the Public Works Committee provided consensus direction for staff to proceed on development of the Variolite Street reconstruction project for 2020. However, during that meeting it was discussed that the

Committee would consider whether special assessments should be used to pay for a portion of project costs at a later date.

On September 10, 2019, Staff received City Council authorization for Hakanson Anderson to complete topographic survey work, and for Northern Technologies, Inc. to prepare a geotechnical report, including the completion of 61 soil borings and pavement corings.

Staff is now requesting that the Public Works Committee discuss whether special assessments should be used to pay for a portion of the project costs, and then provide a recommendation to the City Council on whether special assessments should be part of the funding program and, if so, in what amount. If assessments are to be included in the funding program for this project, Staff will need to start working on the Feasibility Report as soon as possible.

Timeframe:

Staff estimates 20 minutes will be required to present this case and address questions.

Observations/Alternatives:

Observations:

Staff is requesting a recommendation from the Public Works Committee to the City Council regarding whether special assessments should be included as a funding source for the reconstruction of Variolite Street in 2020 and, if so, in what amount.

Alternatives:

Alternative #1: Motion recommending City Council approval of a funding program for the Variolite Street Reconstruction project, Improvement Project #20-01, including special assessments in the amount of $5,000 per benefiting property.

Alternative #2: Motion recommending City Council approval of a funding program for the Variolite Street Reconstruction project, Improvement Project #20-01, including special assessments in the amount of $_____ per benefiting property.

Alternative #3: Motion recommending City Council approval of a funding program for the Variolite Street Reconstruction project, Improvement Project #20-01, not including special assessments.

Funding Source:

Staff proposes the following funding program for this project:

- Municipal State Aid (MSA) funds – MSA funds are proposed to pay for the majority of project costs, and will pay for the portion of project costs ultimately proposed to be recovered from special assessment payments.
- Stormwater Management/Utility Funds – SWM/SWU funds are proposed to pay for all stormwater related project costs using a 50/50 split.
- Special Assessments – Assessments are proposed to be levied at a flat rate of $5,000 per benefiting property.

Recommendation:

Staff recommends Alternative #1. Levying special assessments on the 13 properties with direct access to Variolite Street will ensure that the City does not set a precedent whereby benefiting property owners on future street reconstruction and overlay projects could object to being specially assessed. Based on the results of Special Benefit Consultation Reports completed on past projects, Staff proposes to levy assessments in the amount of $5,000 per benefiting property. Staff believes this amount is reasonable, and that it can be legally defended, if needed.

Staff would support Alternative #2 if an assessment amount is chosen that is reasonable and can be legally defended.

Action:

Motion recommending City Council approval of a funding program for the Variolite Street Reconstruction project, Improvement Project #20-01, including special assessments in the amount of $5,000 per benefiting property.

Attachments

Variolite Street Accesses

Form Review

Inbox	Reviewed By	Date
Grant Riemer	Grant Riemer	09/12/2019 09:45 AM
Kurt Ulrich	Kurt Ulrich	09/12/2019 03:10 PM
Form Started By: Bruce Westby		Started On: 09/12/2019 04:19 AM
Final Approval Date: 09/12/2019		



LEGEND

DRIVEWAY ACCESS

LOT LINE

(13 TOTAL PRIVATE ACCESSES)

VARIOLITE STREET (ALPINE DRIVE TO 173RD AVENUE)

CITY OF RAMSEY
7550 SUNWOOD DRIVE
RAMSEY, MN 55303
(763) 427-1410 FAX (763) 433-9898

Jul 11, 2019 - 9:46am
G:\Engineering\2020 Projects\Variolite Street\Exhibits\Variolite Street Exhibits.dwg

Public Works Committee **5. 3.**

Meeting Date: 09/17/2019

By: Bruce Westby, Engineering/Public Works

Title:

Recommend City Council Approval of Ramsey Town Center 9th Addition Pond Lining Improvements, Improvement Project #19-06

Purpose/Background:

Purpose:

The purpose of this case is to recommend City Council approval of Ramsey Town Center 9th Addition Pond Lining Improvements, Improvement Project #19-06.

Background:

Two un-lined stormwater ponds were constructed as part of the Ramsey Town Center (RTC) 9th Addition in the early 2000's. However, the developer walked away from RTC 9 th Addition before it was completed. CentraHomes is currently completing this private residential development.

Based on current stormwater management and wellhead protection standards, infiltration of stormwater is prohibited in Wellhead Protection Areas, which encompasses all of RTC 9th Addition, including the two ponds. Staff is therefore proposing to line the two ponds in RTC 9th Addition to prevent infiltration.

While CentraHomes was developing their plans, Staff asked what their costs would be to line the ponds in hopes of executing a reimbursement agreement with them to complete the work all at one time. In order for CentraHomes to obtain quotes, they needed plans for the pond lining improvements. City Staff developed plans and provided them to CentraHomes. Unfortunately, their quotes were significantly higher than the engineer's estimate developed in house based on the plans prepared in house. Attached is a copy of the draft plans prepared by City Staff.

Staff would like to bid the project this fall/winter in hopes of receiving better bids based on the time of year. Staff will present the draft plans, and other information, in more detail during the meeting.

Timeframe:

Staff estimates approximately 5 minutes will be required for presentation and discussion of this case.

Observations/Alternatives:

Observations:

Lining the ponds will protect the source aquifer for the City's municipal water supply system.

Alternatives:

Alternative #1: Motion to recommend City Council approval of Ramsey Town Center 9th Addition Pond Lining Improvements, Improvement Project #19-06.

Alternative #2: Motion of other.

Funding Source:

The engineer's estimate of project costs for the improvements is $85,000. Project costs are proposed to be split evenly between Stormwater Management and Stormwater Utility Funds.

Recommendation:

Staff recommends alternative #1.

Action:

Motion to recommend City Council approval of Ramsey Town Center 9th Addition Pond Lining Improvements, Improvement Project #19-06.

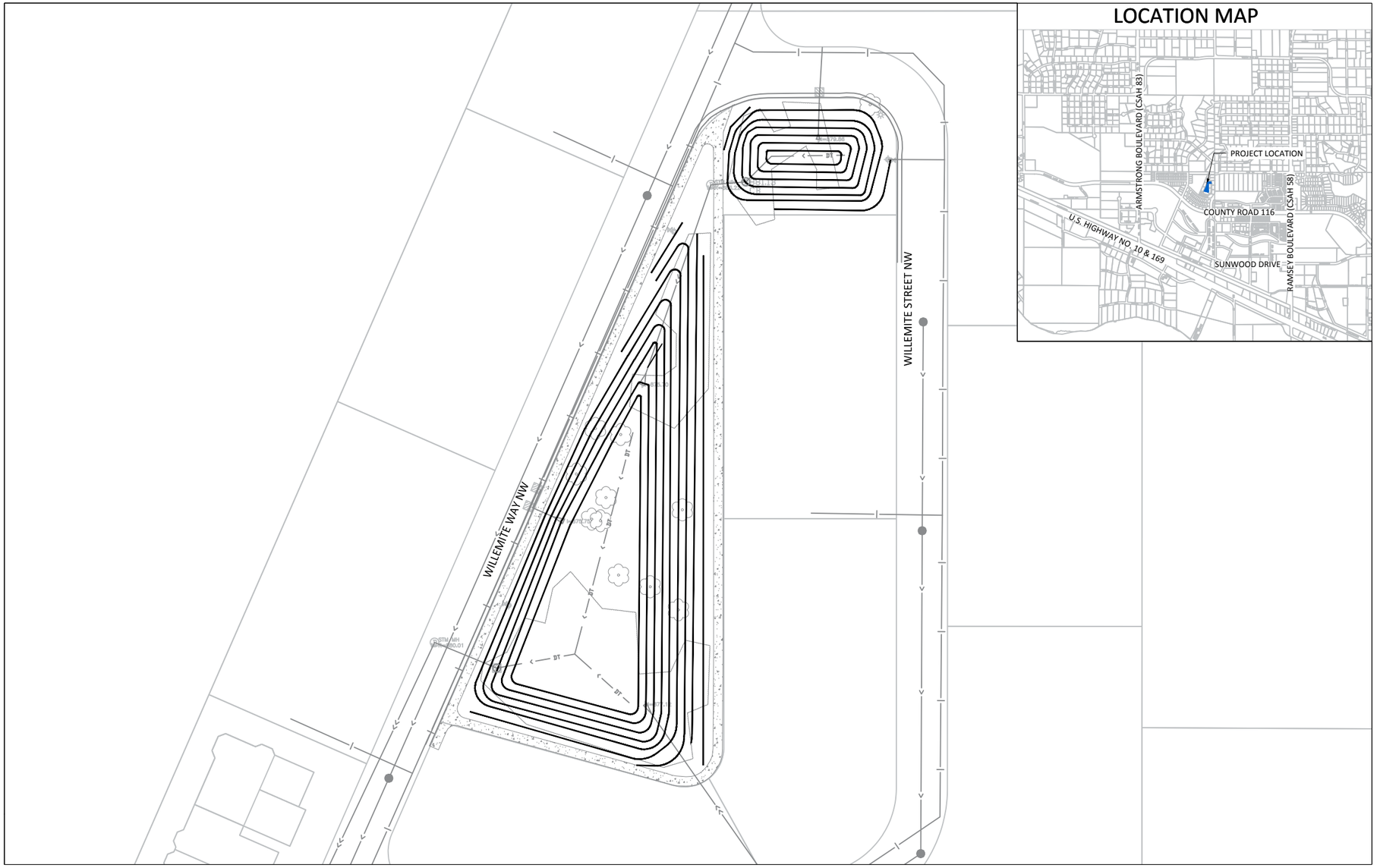
Attachments

Draft Plans IP1906

Form Review

Inbox	Reviewed By	Date
Grant Riemer	Grant Riemer	09/12/2019 11:44 AM
Kurt Ulrich	Kurt Ulrich	09/12/2019 03:08 PM
Form Started By: Bruce Westby		Started On: 09/12/2019 04:35 AM
Final Approval Date: 09/12/2019		

CITY OF RAMSEY
RTC 9TH POND LINING IMPROVEMENTS
CITY IMPROVEMENT PROJECT NO. 19-06



LOCATION MAP

GOVERNING SPECIFICATIONS

THE 2018 EDITION OF THE MINNESOTA DEPARTMENT OF TRANSPORTATION "STANDARD SPECIFICATIONS FOR CONSTRUCTION" SHALL GOVERN.

ALL FEDERAL, STATE AND LOCAL LAWS, REGULATIONS AND ORDINANCES SHALL BE COMPLIED WITH IN THE CONSTRUCTION OF THIS PROJECT.

ALL TRAFFIC CONTROL DEVICES AND SIGNING SHALL CONFORM TO THE MINNESOTA MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES, INCLUDING THE FIELD MANUAL FOR TEMPORARY TRAFFIC CONTROL ZONE LAYOUTS.

SHEET INDEX

THIS PLAN CONTAINS 6 SHEETS

SHEET No.	DESCRIPTION
1	TITLE SHEET
2	STATEMENT OF ESTIMATED QUANTITIES
3	EXISTING CONDITIONS & REMOVALS
4	PROPOSED GRADING
5	RESTORATION
6	DETAILS

LEGEND

	LIGHT POLE		EASEMENT
	TREE		RIGHT OF WAY
	TREE	E	ELECTRIC
	SHRUB	OE	OVERHEAD ELECTRIC
	SIGN	G	GAS
	VALVE	T	TELECOMMUNICATIONS
PED	UTILITY PEDESTAL	>>	STORM SEWER
HH	HAND HOLE	>	SANITARY SEWER
			WATERMAIN
	REMOVE TREE		SAWCUT PAVEMENT
	3'X2' CATCH BASIN		TREE LINE
	MANHOLE	0	FENCE
	INLET PROTECTION		LANDSCAPING
			RETAINING WALL
	HYDRANT		5' CONTOUR LINE
	VALVE		1' CONTOUR LINE
			SILT FENCE

I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.

BRUCE WESTBY, P.E.
RAMSEY CITY ENGINEER

40116 LIC. NO.

DATE 5/1/19

DATE	REVISION

0 50 100 150
SCALE (FEET)

N

City of RAMSEY

CITY OF RAMSEY
7550 SUNWOOD DRIVE
RAMSEY, MN 55303
(763) 427-1410 FAX (763) 433-9898

THE SUBSURFACE UTILITY INFORMATION IN THIS PLAN IS UTILITY QUALITY LEVEL D. THIS QUALITY LEVEL WAS DETERMINED ACCORDING TO THE GUIDELINES OF CI/ASCE 38-02, ENTITLED "STANDARD GUIDELINES FOR THE COLLECTION AND DEPICTION OF EXISTING SUBSURFACE UTILITY DATA."

NOTE: EXISTING UTILITY INFORMATION SHOWN ON THIS PLAN HAS BEEN PROVIDED BY THE UTILITY OWNER. THE CONTRACTOR SHALL FIELD VERIFY EXACT LOCATIONS PRIOR TO COMMENCING CONSTRUCTION AS REQUIRED BY STATE LAW. NOTIFY GOPHER STATE ONE CALL 1-800-252-1166 OR 651-454-0002

GSOC

Call before you dig
811
651 454-0002 Metro
800 252-1166 Outstate
www.gopherstateonecall.org

May 01, 2019 - 3:27pm
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STATEMENT OF ESTIMATED QUANTITIES

19-06 RTC 9TH POND LINING IMPROVEMENTS

ITEM NO.	NOTE	MNDOT NO.	ITEM DESCRIPTION	UNIT	ESTIMATED QUANTITY
1		2021.501	MOBILIZATION	LS	1
2		2101.511	CLEARING & GRUBBING	LS	1
3		2104.501	REMOVE SEWER PIPE (4" DRAINTILE)	LF	260
4		2104.521	SALVAGE & INSTALL PIPE STORM SEWER	LF	64
5		2104.523	SALVAGE & INSTALL PIPE APRON	EA	4
6		2104.523	SALVAGE & INSTALL CASTING	EA	2
7	1	2105.501	COMMON EXCAVATION (EV)	CY	945
8		2105.604	GEOMEMBRANE SYSTEM (GEOSYNTHETIC CLAY LINER)	SY	1,951
9		2105.604	GEOTEXTILE FABRIC TYPE IV	SY	86
10	1	2105.607	GRANULAR EMBANKMENT (CV)	CY	638
11		2501.515	15" RC PIPE APRON	EA	2
12		2501.602	TRASH GUARD FOR 15" RC PIPE APRON	EA	2
13		2503.511	15" RC PIPE SEWER, DESIGN 3006 CLASS III	LF	26
14	5	2503.602	CONNECT TO EXISTING STORM SEWER	EA	2
15		2511.501	RANDOM RIP RAP CLASS III	CY	20
16		2573.53	STORM DRAIN INLET PROTECTION	EA	7
17	3	2574.508	FERTILIZER TYPE 3	LB	135
18	2	2575.502	SEED MIXTURE 33-261	LB	25
19	4	2575.511	MULCH MATERIAL TYPE 1	TON	0.14
20		2575.519	DISK ANCHORING	ACRE	0.14
21		2575.523	EROSION CONTROL BLANKET CATEGORY 3	SY	2,464
22		2575.605	SEEDING	ACRE	0.64

NOTE:

1. EV TO CV CONVERSION FACTOR = 1.2.
2. SEED MIXTURE 33-261 APPLICATION RATE OF 35 LB/ACRE.
3. FERTILIZER TYPE 3 APPLICATION RATE OF 200 LB/ACRE.
4. MULCH MATERIAL TYPE 1 APPLICATION RATE OF 2 TON/ACRE.
5. MANHOLE CORING AND GROUTING IS INCIDENTAL TO PAY ITEM.
6. THE LOCATIONS OF EXISTING UNDERGROUND UTILITIES ARE SHOWN IN AN APPROXIMATE WAY ONLY. IT IS NOT GUARANTEED ANY OR ALL EXISTING UTILITIES ARE SHOWN. THE CONTRACTOR SHALL DETERMINE THE EXACT LOCATION OF ALL EXISTING UTILITIES BEFORE COMMENCING WORK. HE AGREES TO BE FULLY RESPONSIBLE FOR ANY AND ALL DAMAGES WHICH MIGHT BE OCCASIONED BY HIS FAILURE TO EXACTLY LOCATE AND PRESERVE ANY AND ALL UNDERGROUND UTILITIES.

DATE	REVISION

May 01, 2019 - 3:27pm
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I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota

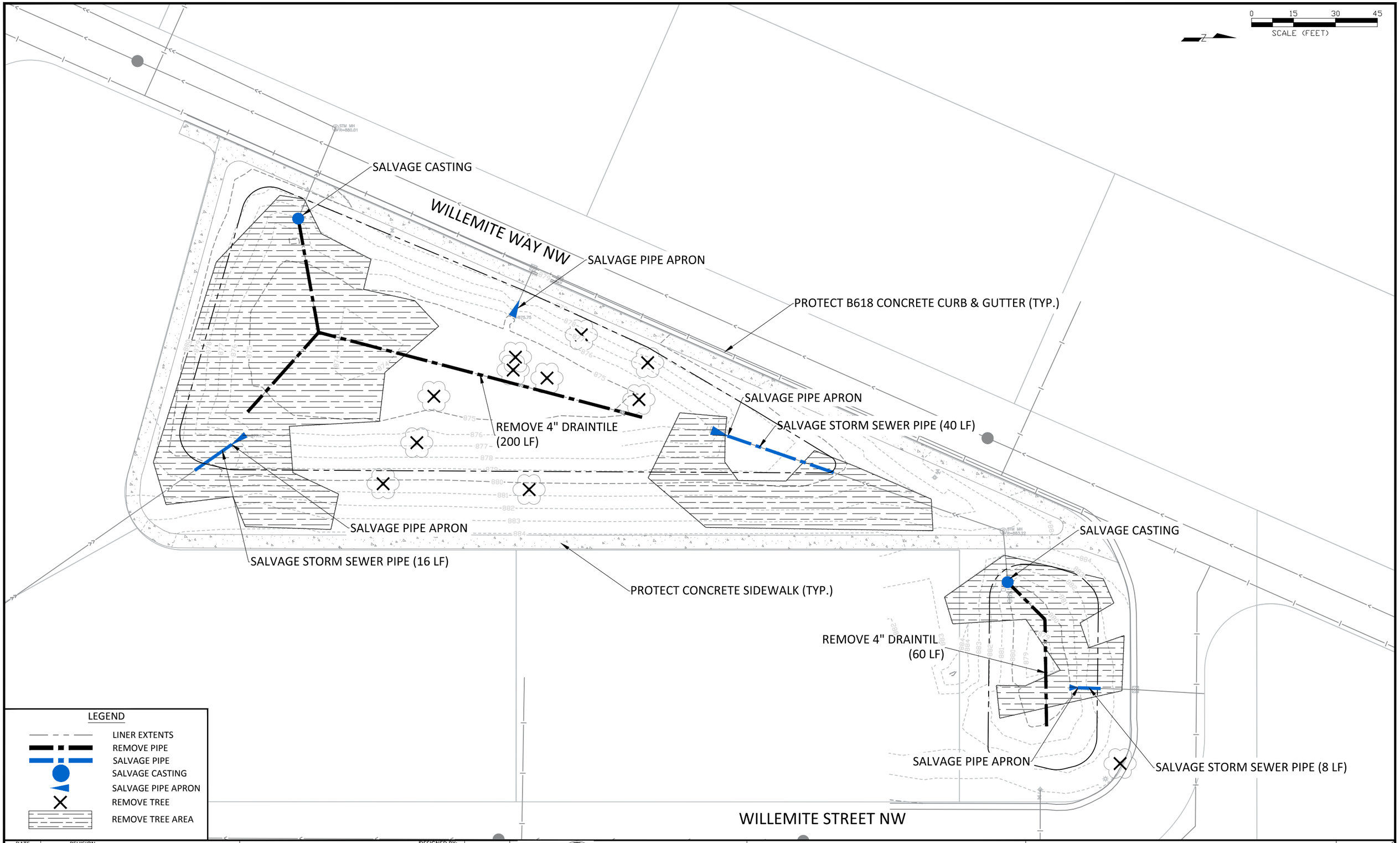
Engineer
Date 5/1/19 Lic. No. 40116

DESIGNED BY:	JJF		
DRAWN BY:	JJF	DATE:	5/1/19
CHECKED BY:	BRW	FILE No.	19-06

City of RAMSEY
CITY OF RAMSEY
7550 SUNWOOD DRIVE
RAMSEY, MN 55303
(763) 427-1410 FAX (763) 433-9898

STATEMENT OF ESTIMATED QUANTITIES

RTC 9TH POND LINING IMPROVEMENTS
CITY PROJECT NO. 19-06
CITY OF RAMSEY, MINNESOTA



DATE	REVISION

May 01, 2019 - 3:27pm
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Engineer
Date 5/1/19 Lic. No. 40116

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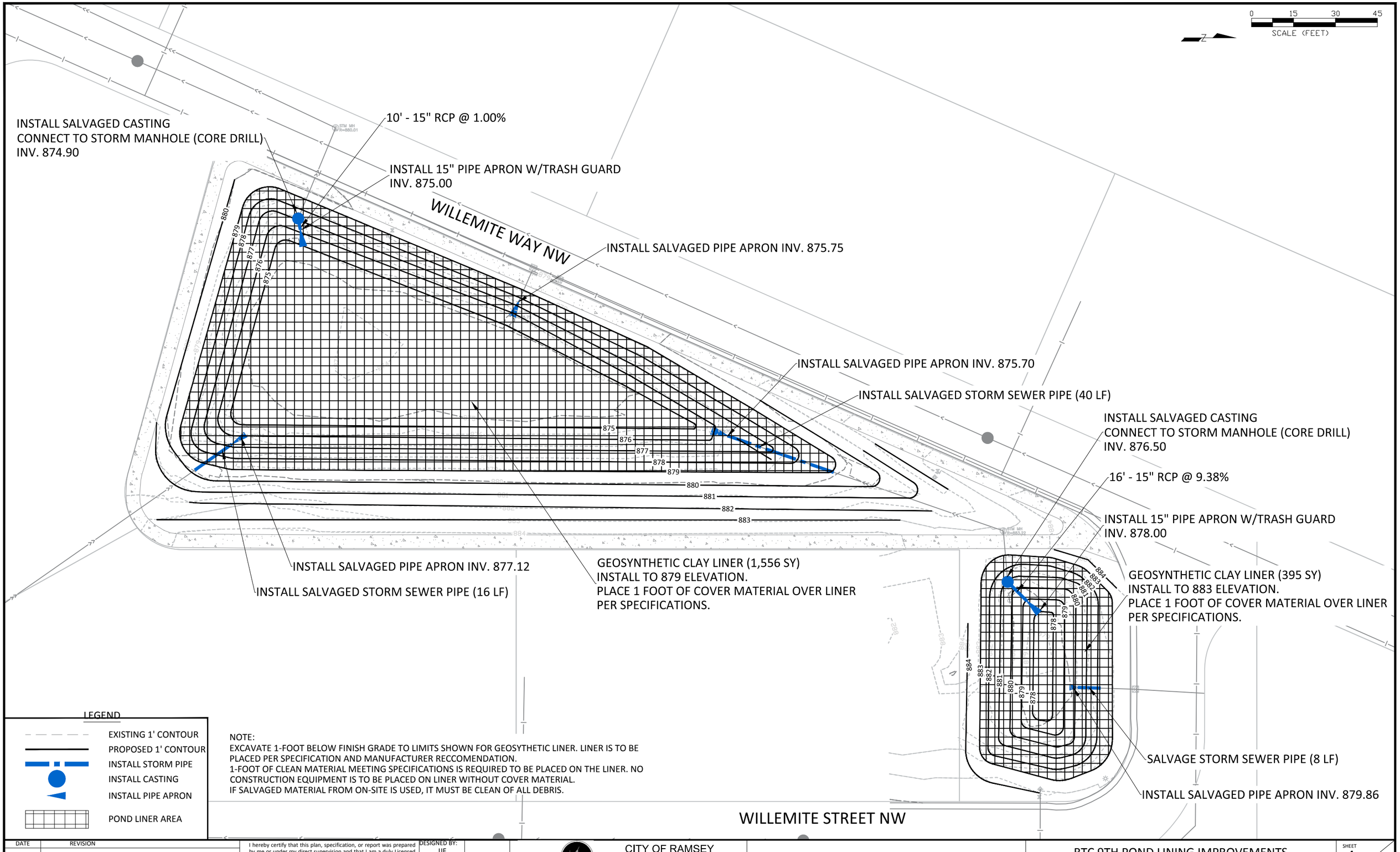
City of RAMSEY

CITY OF RAMSEY
7550 SUNWOOD DRIVE
RAMSEY, MN 55303
(763) 427-1410 FAX (763) 433-9898

EXISTING CONDITIONS & REMOVALS

RTC 9TH POND LINING IMPROVEMENTS
CITY PROJECT NO. 19-06
CITY OF RAMSEY, MINNESOTA

SHEET 3 OF 6 SHEETS



LEGEND

- EXISTING 1' CONTOUR
- PROPOSED 1' CONTOUR
- INSTALL STORM PIPE
- INSTALL CASTING
- INSTALL PIPE APRON
- POND LINER AREA

NOTE:
EXCAVATE 1-FOOT BELOW FINISH GRADE TO LIMITS SHOWN FOR GEOSYTHETIC LINER. LINER IS TO BE PLACED PER SPECIFICATION AND MANUFACTURER RECCOMENDATION.
1-FOOT OF CLEAN MATERIAL MEETING SPECIFICATIONS IS REQUIRED TO BE PLACED ON THE LINER. NO CONSTRUCTION EQUIPMENT IS TO BE PLACED ON LINER WITHOUT COVER MATERIAL.
IF SALVAGED MATERIAL FROM ON-SITE IS USED, IT MUST BE CLEAN OF ALL DEBRIS.

DATE	REVISION

May 01, 2019 - 3:28pm
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I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota

Engineer
Date 5/1/19 Lic. No. 40116

DESIGNED BY: JJF	
DRAWN BY: JJF	DATE: 5/1/19
CHECKED BY: BRW	FILE No. 19-06

City of RAMSEY

CITY OF RAMSEY
7550 SUNWOOD DRIVE
RAMSEY, MN 55303
(763) 427-1410 FAX (763) 433-9898

PROPOSED GRADING

RTC 9TH POND LINING IMPROVEMENTS
CITY PROJECT NO. 19-06
CITY OF RAMSEY, MINNESOTA

SHEET 4 OF 6 SHEETS

0 15 30 45
SCALE (FEET)

N

WILLEMITE WAY NW

4.8 CY RIP RAP CLASS III
SEE DETAIL ERO-3

5 LB MNDOT 33-261 SEED
30 LB FERTILIZER TYPE 3
280 LB MULCH TYPE 1

6.4 CY RIP RAP CLASS III
SEE DETAIL ERO-3

4.4 CY RIP RAP CLASS III
SEE DETAIL ERO-3

15 LB MNDOT 33-261 SEED
80 LB FERTILIZER TYPE 3
1,884 SY EROSION CONTROL BLANKET

4.4 CY RIP RAP CLASS III
SEE DETAIL ERO-3

5 LB MNDOT 33-261 SEED
25 LB FERTILIZER TYPE 3
580 SY EROSION CONTROL BLANKET

WILLEMITE STREET NW

LEGEND

- INLET PROTECTION
- RIP RAP
- ERO. CONTROL BLANKET
- MULCH TYPE 1

DATE	REVISION

May 01, 2019 - 3:28pm
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Engineer
Date 5/1/19 Lic. No. 40116

DESIGNED BY:	JJF	
DRAWN BY:	JJF	DATE: 5/1/19
CHECKED BY:	BRW	FILE No. 19-06

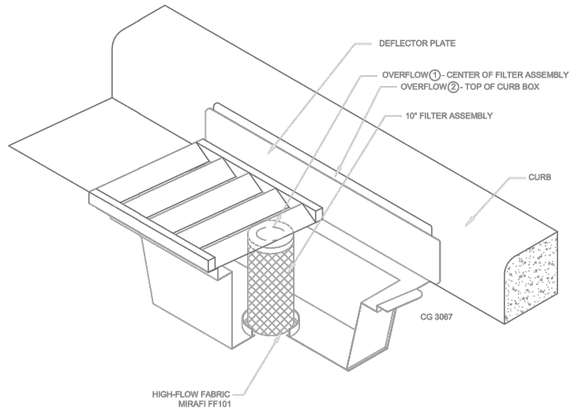
City of RAMSEY

CITY OF RAMSEY
7550 SUNWOOD DRIVE
RAMSEY, MN 55303
(763) 427-1410 FAX (763) 433-9898

RESTORATION

RTC 9TH POND LINING IMPROVEMENTS
CITY PROJECT NO. 19-06
CITY OF RAMSEY, MINNESOTA

SHEET 5 OF 6 SHEETS

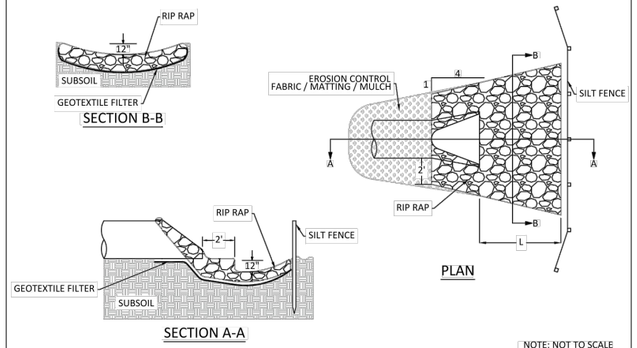


INLET PROTECTION – WIMCO OR EQUAL

N.T.S.

NOTE:
THIS INLET PROTECTION SHALL BE USED IMMEDIATELY FOLLOWING CURB & GUTTER CONSTRUCTION. INLET PROTECTION SHALL REMAIN INSTALLED AND MAINTAINTED UNTIL ALL HOME CONSTRUCTION IS COMPLETE.

APPROVED:		STANDARD DETAILS:
1 – 2016	City of RAMSEY	INLET PROTECTION
		CITY PLATE No. ERO–2



NOTE: NOT TO SCALE

NOTES:

1. ON SLOPES 4:1 OR GREATER, ANCHOR OR STRAIGHT DISKED STRAW MULCH, SEEDED NETTING, GABRIC, OR MATTING SUCH AS EXCELSIOR SHALL BE USED TO STABILIZE DISTURBED SOILS. THESE EXPOSED SOILS MUST BE STABILIZED IMMEDIATELY AFTER GRADING OF SOIL IS COMPLETE.
2. A SKIRTING OF EROSION CONTROL FABRIC OR MULCH MUST BE USED TO PROTECT OUTLETS AS ILLUSTRATED REGARDLESS OF SLOPE.
3. RIP RAP IS CLASS III PLACED 18" THICK.
4. FOR PIPE GREATER THAN 48" DIAMETER OR 58" SPAN, QUANTITY OF GEOTEXTILE FABRIC AND RIP RAP WILL BE HANDLED IN A CASE BY CASE MANNER.
5. GEOTEXTILE FABRIC SHALL COVER THE BOTTOM AND SIDES OF THE AREA EXCAVATED FOR THE RIP RAP MATERIAL.

RIP RAP AT RCP OUTLETS

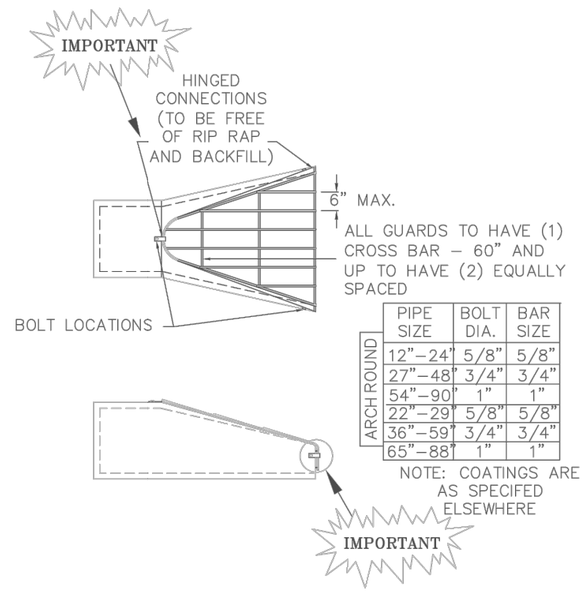
DIA. OF PIPE (IN.)	L (FT.)	GEOTEXTILE FABRIC (SY)	18" DEPTH RIP RAP (CU. YD)
12	8	19.6	4.4
15	8	20.8	4.8
18	10	25.6	6.4
21	10	27.4	7.1
24	12	33.4	9.2
27	12	35.2	9.9
30	14	41.6	12.3
36	16	50.5	15.8
42	18	57.8	18.7
48	20	66.5	22.2

RIP RAP AT RCP-A OUTLETS

SPAN OF PIPE (IN.)	L (FT.)	GEOTEXTILE FABRIC (SY)	18" DEPTH RIP RAP (CU. YD)
22	10	25.6	6.1
28	12	33.2	8.5
36	14	41.5	11.2
43	16	50.5	14.3
51	18	57.5	16.9
58	20	65.2	19.8

APPROVED:		STANDARD DETAILS:
9 – 2016	City of RAMSEY	RIP–RAP
		CITY PLATE No. ERO–3

NOTE:
GUARDS MUST BE INCORPORATED ON ALL INSTALLATIONS EXCEPT WHERE SPECIFICALLY ALLOWED OTHERWISE BY THE CITY ENGINEER.

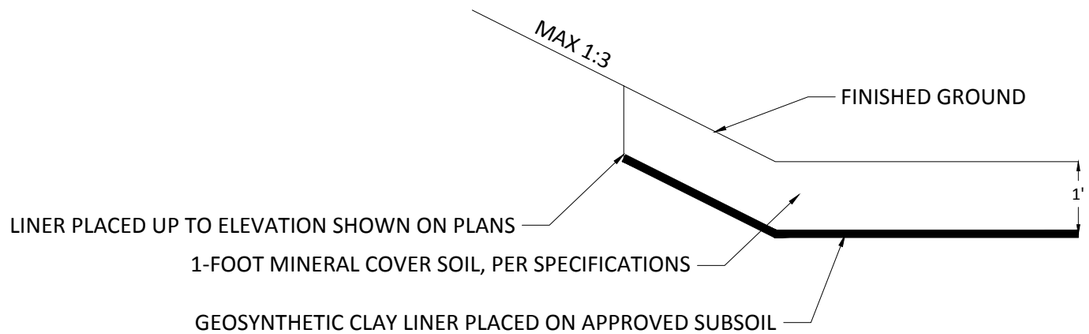


	PIPE SIZE	BOLT DIA.	BAR SIZE
ARCH ROUND	12"–24"	5/8"	5/8"
	27"–48"	3/4"	3/4"
	54"–90"	1"	1"
	22"–29"	5/8"	5/8"
	36"–59"	3/4"	3/4"
	65"–88"	1"	1"

NOTE: COATINGS ARE AS SPECIFED ELSEWHERE

APPROVED:		STANDARD DETAILS:
2 – 2006	City of RAMSEY	TRASH GUARD
		CITY PLATE No. STO–8

POND LINER DETAIL



EXCAVATION BELOW FINISHED GRADE PAID AS COMMON EXCAVATION (EV).
1-FOOT COVER SOIL PAID AS GRANULAR EMBANKMENT (LV).

ALL OVERLAPPING, SEAMING MATERIALS, GCL COLLARS REQUIRED FOR STRUCTURES NECESSARY FOR PLACEMENT OF GCL PER MANUFACTURER AND SPECIFICATIONS IS INCIDENTAL.

DATE	REVISION

May 01, 2019 - 3:28pm
G:\Engineering\AutoCad Dwgs\Projects N-Z\RTC 9th Pond Lining 19-06\Plan Drawings\19-06 Cover & Notes.dwg

I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota

Engineer
Date 5/1/19 Lic. No. 40116

DESIGNED BY:	
JJF	
DRAWN BY: JJF	DATE: 5/1/19
CHECKED BY: BRW	FILE No. 19-06

City of RAMSEY

CITY OF RAMSEY
7550 SUNWOOD DRIVE
RAMSEY, MN 55303
(763) 427-1410 FAX (763) 433-9898

DETAILS

RTC 9TH POND LINING IMPROVEMENTS
CITY PROJECT NO. 19-06
CITY OF RAMSEY, MINNESOTA

SHEET 6 OF 6 SHEETS

Public Works Committee **5. 4.**

Meeting Date: 09/17/2019

By: Bruce Westby, Engineering/Public Works

Title:

Recommend City Council Approval of Germanium Street Drainage Improvements, Improvement Project #19-09

Purpose/Background:

Purpose:

The purpose of this case is to recommend City Council approval of Germanium Street Drainage Improvements, Improvement Project #19-09.

Background:

The property owner at 17310 Germanium Street informed Staff in 2017 that stormwater runoff from Germanium Street runs into his front yard and ponds there, even though there is no drainage easement. He also noted that his septic system is in this general area as well.

Bolton & Menk collected topographic survey data this summer and City Staff is in the process of preparing draft plans, specifications and cost estimates to construct a small retaining wall at the outside edge of the City's right-of-way so stormwater runoff can be contained within the right-of-way west of Germanium Street. This will prevent the City from needing to acquire easements.

Staff is proposing to bid the project this fall/winter in hopes of receiving better bids based on the time of year, and based on bidding numerous projects at the same time. Staff will present the draft plans and cost estimate during the Public Works meeting.

Timeframe:

Staff estimates approximately 5 minutes will be required for presentation and discussion of this case.

Observations/Alternatives:

Observations:

Staff plans to request City Council approval of plans and specifications and authorization to advertise for bids on September 24th. Construction is proposed to be substantially complete this fall or winter, and complete by June 30, 2020.

Alternatives:

Alternative #1: Motion to recommend City Council approval of Germanium Street Drainage Improvements, Improvement Project #19-09.

Alternative #2: Motion of other.

Funding Source:

Staff is finalizing plans and estimated costs and will present these during the meeting. Project costs are proposed to be split evenly between Stormwater Management and Stormwater Utility Funds.

Recommendation:

Staff recommends alternative #1.

Action:

Motion to recommend City Council approval of Germanium Street Drainage Improvements, Improvement Project #19-09.

Attachments

Project Scope IP1909

Form Review

Inbox	Reviewed By	Date
Grant Riemer	Grant Riemer	09/12/2019 01:26 PM
Kurt Ulrich	Kurt Ulrich	09/12/2019 03:11 PM
Form Started By: Bruce Westby		Started On: 09/12/2019 04:37 AM
Final Approval Date: 09/12/2019		

17310 Germanium Street Drainage

Topo Area 16,500 s.f.



Feet
0 12.5 25 50 75 100

Print Date: May 15, 2019

Public Works Committee **5. 5.**

Meeting Date: 09/17/2019

By: Bruce Westby, Engineering/Public Works

Title:

Recommend City Council Approval of Hedgehog Street Drainage Improvements, Improvement Project #19-10

Purpose/Background:

Purpose:

The purpose of this case is to recommend City Council approval of Hedgehog Street Drainage Improvements, Improvement Project #19-10.

Background:

The property owner at 15639 Hedgehog Street informed Staff in 2018 that stormwater runoff from Hedgehog Street and 156th Lane NW runs through a ditch on their property but lately the runoff is extending outside the easement area to within about 10 feet of the back door. The property owner inquired what the City could do to help prevent stormwater runoff from ponding in their back yard.

City Staff collected topographic survey data in late 2018 and early 2019, and is now preparing draft plans, specifications and cost estimates for a drainage improvement project that includes re-grading the existing drainage swale along the south property line of 15639 Hedgehog Street, directly across from 156th Lane NW. The ditch and proposed grading improvements are located within an existing drainage easement that front several properties in the area. The City will not need to acquire easements to complete this work.

Staff is proposing to bid the project this fall/winter in hopes of receiving better bids based on the time of year, and based on bidding numerous projects at the same time. Staff will present the draft plans and cost estimate during the Public Works meeting. A copy of the draft title sheet from the plans is attached for reference

Timeframe:

Staff estimates approximately 5 minutes will be required for presentation and discussion of this case.

Observations/Alternatives:

Observations:

Staff plans to request City Council approval of plans and specifications and authorization to advertise for bids on September 24th. Construction is proposed to be substantially complete this fall or winter, and complete by June 30, 2020.

Alternatives:

Alternative #1: Motion to recommend City Council approval of Hedgehog Street Drainage Improvements, Improvement Project #19-10.

Alternative #2: Motion of other.

Funding Source:

Staff is finalizing plans and estimated costs and will present these during the meeting. Project costs are proposed to be split evenly between Stormwater Management and Stormwater Utility Funds.

Recommendation:

Staff recommends alternative #1.

Action:

Motion to recommend City Council approval of Hedgehog Street Drainage Improvements, Improvement Project #19-10.

Attachments

Draft Plan Title Sheet IP1910

Form Review

Inbox	Reviewed By	Date
Grant Riemer	Grant Riemer	09/12/2019 01:25 PM
Kurt Ulrich	Kurt Ulrich	09/12/2019 03:12 PM
Form Started By: Bruce Westby		Started On: 09/12/2019 04:38 AM
Final Approval Date: 09/12/2019		

CITY OF RAMSEY
HEDGEHOG STREET DRAINAGE IMPROVEMENTS
CITY IMPROVEMENT PROJECT NO. 19-10



LOCATION MAP

GOVERNING SPECIFICATIONS

THE 2018 EDITION OF THE MINNESOTA DEPARTMENT OF TRANSPORTATION "STANDARD SPECIFICATIONS FOR CONSTRUCTION" SHALL GOVERN.

ALL FEDERAL, STATE AND LOCAL LAWS, REGULATIONS AND ORDINANCES SHALL BE COMPLIED WITH IN THE CONSTRUCTION OF THIS PROJECT.

ALL TRAFFIC CONTROL DEVICES AND SIGNING SHALL CONFORM TO THE MINNESOTA MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES, INCLUDING THE FIELD MANUAL FOR TEMPORARY TRAFFIC CONTROL ZONE LAYOUTS.

SHEET INDEX

THIS PLAN CONTAINS --- SHEETS

SHEET No.	DESCRIPTION
1	TITLE SHEET

LEGEND

LIGHT POLE	EASEMENT
TREE	RIGHT OF WAY
TREE	ELECTRIC
SHRUB	OVERHEAD ELECTRIC
SIGN	GAS
VALVE	TELECOMMUNICATIONS
UTILITY PEDESTAL	STORM SEWER
HAND HOLE	SANITARY SEWER
REMOVE TREE	WATERMAIN
3'X2' CATCH BASIN	SAWCUT PAVEMENT
MANHOLE	TREE LINE
INLET PROTECTION	FENCE
HYDRANT	LANDSCAPING
VALVE	RETAINING WALL
	5' CONTOUR LINE
	1' CONTOUR LINE
	SILT FENCE
	SURM. CONCRETE CURB & GUTTER
	B618 CONCRETE CURB & GUTTER
	REMOVE BITUMINOUS PAVEMENT
	SODDING TYPE LAWN
	CONCRETE PAVEMENT
	BITUMINOUS PAVEMENT
	GRAVEL SURFACE
	ROCK CONSTRUCTION EXIT

I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.

57095 DATE ---

LIC. NO.

BRUCE WESTBY, P.E.
RAMSEY CITY ENGINEER

DATE	REVISION

SHEET 1 OF --- SHEETS

0 50 100 150
SCALE (FEET)

N

City of RAMSEY

CITY OF RAMSEY
7550 SUNWOOD DRIVE
RAMSEY, MN 55303
(763) 427-1410 FAX (763) 433-9898

THE SUBSURFACE UTILITY INFORMATION IN THIS PLAN IS UTILITY QUALITY LEVEL D. THIS QUALITY LEVEL WAS DETERMINED ACCORDING TO THE GUIDELINES OF CI/ASCE 38-02, ENTITLED "STANDARD GUIDELINES FOR THE COLLECTION AND DEPICTION OF EXISTING SUBSURFACE UTILITY DATA."

NOTE: EXISTING UTILITY INFORMATION SHOWN ON THIS PLAN HAS BEEN PROVIDED BY THE UTILITY OWNER. THE CONTRACTOR SHALL FIELD VERIFY EXACT LOCATIONS PRIOR TO COMMENCING CONSTRUCTION AS REQUIRED BY STATE LAW. NOTIFY GOPHER STATE ONE CALL 1-800-252-1166 OR 651-454-0002

GSOC

Call before you dig
811
651 454-0002 Metro
800 252-1166 Outstate
www.gopherstateonecall.org

Sep 12, 2019 - 12:12pm
G:\Engineering\AutoCad Dwgs\Projects A-M\2019 Drainage Improvements (19-09, 19-10, 19-11)\Plan Drawings\19-10 Plan Drawings\19-10 Cover & Notes.dwg

Public Works Committee **5. 6.**

Meeting Date: 09/17/2019

By: Bruce Westby, Engineering/Public Works

Title:

Recommend City Council Approval of Water Efficiency Grant Application

Purpose/Background:

The Metropolitan Council is offering grants from $2,000 to $50,000 to municipal water suppliers to help increase water efficiency by lowering the cost for residents to purchase and install products that reduce water use including toilets, washing machines, and irrigation sprinklers and controllers.

Municipalities may use grant funds to fund rebates to residents who replace inefficient water-using devices with approved devices that use substantially less water, or for irrigation system audits. The Metropolitan Council administered a water efficiency grant program during the 2015 - 2017 biennium using $500,000 from the Clean Water Fund, which yielded an estimated total savings of 52 million gallons of water per year.

This grant program requires that products be labeled by the U.S. Environmental Protection Agency's WaterSense program or, in the case of washing machines, by the U.S. Department of Energy's Energy Star program. Grant funds can only be used for appliance replacement, not for first-time purchases for new developments.

Municipalities are responsible for developing and operating their own rebate programs. The grant funds will cover 75% of program costs, with a required 25% local match of which residents must pay a portion of the cost for any device or water use audit they purchase.

Grant applications will be accepted through September 30, 2019. Required application information includes:

- Rebate or grant program design and work plan
- Proposed examples of communications to property owners
- Requested total grant amount
- Estimated annual amount of water saved by the applying municipality
- Details about the program and the grant application.

Timeframe:

Staff estimates 10 minutes will be needed to present this case and address questions.

Observations/Alternatives:

This grant funding opportunity seems to be a perfect fit for the City of Ramsey for several reasons.

The Environmental Policy Board's (EPB) 2017 - 2019 Work Plan includes a tactic to "Extend the longevity of drinking water supply by reducing demand on groundwater" and specifies as a key outcome, the development of incentives and/or programs to promote water conservation. If successful in obtaining grant funds, the funds could be used to purchase smart controllers and/or soil moisture sensors that could be available for existing water customers that have older, in-ground irrigation systems without these technologies. The EPB discussed this grant program on August 19 th and supported an application. Attached is a copy of the draft EPB meeting minutes.

This grant could help the City to significantly reduce peak demand on our municipal water supply system during summer months, which would allow the City to run fewer wells in the summer thereby reducing manganese concentrations. This could also allow the City to delay or even omit the installation of new water supply wells in the

future.

The City partnered with the Metropolitan Council on their 2018 Water Efficiency Potential project. This partnership essentially focused on how Ramsey could maximize economic benefits from various residential-based water conservation efforts. Having just recently completed that project should help Ramsey score well on an application for the Water Efficiency Grant Program.

City Staff attended an informational workshop on this grant program at the end of August. If the Committee supports applying for this grant, Staff would use what was learned at the workshop to develop the framework for an incentive and/or rebate program, which could then be presented to the City Council for authorization to submit the grant application and supporting information by September 30, 2019.

Alternatives:
Alternative #1: Motion to recommend City Council approval of a Water Efficiency Grant application.

Alternative #2: Motion of other.

Funding Source:
There is a twenty-five percent (25%) required local match if awarded grant funding. Staff would propose that this come from the City's water enterprise fund, with a portion being reimbursed by payments from residents for any device or water use audit they purchase.

Recommendation:
Staff recommends alternative #1.

Action:
Motion to recommend City Council approval of a Water Efficiency Grant application.

Attachments

Water Efficiency Grant Program Guidelines

Form Review

Inbox	Reviewed By	Date
Grant Riemer	Grant Riemer	09/12/2019 11:21 AM
Kurt Ulrich	Kurt Ulrich	09/12/2019 03:13 PM
Form Started By: Bruce Westby		Started On: 09/12/2019 09:51 AM
Final Approval Date: 09/12/2019		

Metropolitan Council
Water Efficiency Grant Program

Overview
The Metropolitan Council (Council) will implement a water efficiency grant program effective September 30, 2019 to June 30, 2022. Grants will be awarded on a competitive basis to municipalities that manage municipal water systems. The Council will provide 75% of the program cost; the municipality must provide the remaining 25%. Municipalities will use the combined Council and municipality funds to run their own grant or rebate programs.

Grants will be made available in amounts with a minimum of $2,000 and a maximum of $50,000. Grantees will be required to provide estimated water savings achieved through this program for Clean Water, Land & Legacy Amendment reporting purposes.

Legislative Directive - Minnesota 2019 Session Law
> $375,000 the first year and $375,000 the second year are for the water demand reduction grant program to encourage municipalities in the metropolitan area to implement measures to reduce water demand to ensure the reliability and protection of drinking water supplies. Fiscal year 2020 appropriations are available until June 30, 2021, and fiscal year 2021 appropriations are available until June 30, 2022.

Grant Program Goal
The goal of the water efficiency grant program is to support technical and behavioral changes that improve municipal water use efficiency in the seven-county metropolitan area.

Critical Points to Remember
- The applying municipality must be a water supplier
- New construction and new developments are not eligible
- Funds are for rebates or grants only; consulting and city staff time are ineligible
- Combined Council and municipality funds cannot pay for 100% of an eligible activity's cost
- A portion of each eligible activity's cost must be paid by the property owner
- Grant recipients must display the Clean Water, Land and Legacy Amendment logo and the Metropolitan Council logo on program-related web pages and paper communications

Grant Program Structure: Administration and Funding
The Water Efficiency Grant Program will be administered by Metropolitan Council Environmental Services (MCES) and will be funded with $750,000 appropriated by the 2019 Minnesota Legislature. Grant applications will be reviewed and ranked by the MCES Water Supply Planning Unit staff.

Grants are only for water efficiency programs offering rebates or grants to property owners who are customers of the municipal water supply system and who replace specified water using devices with approved devices that use substantially less water.

Grants will be awarded to municipalities in amounts ranging from $2,000 to $50,000 for providing rebates or grants to property owners. Municipalities will be responsible for the design and operation of their rebate or grant program and its details. Grant payments to the municipality will be for 75% of approved program amounts. The municipality must provide the remaining 25% of the program cost. Municipality rebates or grants are eligible for reimbursement on device replacements conducted September 30, 2019 through June 30, 2022.

Here is an example showing the grant funding design:

Metropolitan Council Grant Amount	**$15,000**
Municipality Match	$5,000
Municipality Grant/Rebate Program Total	$20,000

Eligibility

Per legislative language, the grant program is limited to municipalities in the seven-county metropolitan area.

Municipalities eligible per above must apply to participate and, if approved, sign a standard Council Grant Agreement, before any eligible rebates or grants can be submitted for reimbursement. Agreements shall require that municipalities:

- Entirely pass through grants received (as is being done by MCES)
- Verify purchase of devices to receive grants
- Retain records and cooperate with any audits
- Conduct all communications with property owners and ensure all written communications to property owners include both the Clean Water, Land and Legacy Amendment and the Metropolitan Council's logo
- Provide quantitative information for state reporting purposes

Eligible water efficiency devices consist of the following:

- Toilet replacement with a US EPA WaterSense labeled toilet
- Irrigation controller replacement with a US EPA WaterSense labeled controller
- Clothes washing machine replacement with an US DOE Energy Star labeled clothes washing machine
- Irrigation spray sprinkler body replacement with a US EPA WaterSense labeled spray sprinkler body
- Irrigation system audit by an Irrigation Professional certified by a US EPA WaterSense program

Expenses eligible for reimbursement are the out-of-pocket cost of the device and its installation only, not to include any owner labor costs. In addition, new construction and new developments are ineligible, as this program is intended as a current infrastructure replacement program.

Application Process

- Applicants must be municipal water suppliers
- Municipalities will submit MCES supplied application form by September 30, 2019. Required information includes:
    - the municipality's rebate or grant program design and work plan
    - proposed examples of communications to property owners
    - requested total grant amount
    - estimated annual amount of water saved by the applying municipality

- Application form is available at: https://metrocouncil.org/Wastewater-Water/Funding-Finance/Available-Funding-Grants.aspx
- Submit competed application to: brian.davis@metc.state.mn.us
- Metropolitan Council will notify municipalities of grant awards and provide grant agreements by December 2, 2019.

Proposal Selection Criteria

In the event that funds requested exceed funds available, the following criteria will be used to determine the amount granted to a given municipality:

- Municipalities that are supplied 100% with groundwater
- Municipalities with identified water supply issues in Master Water Supply Plan Community Profiles or Local Water Supply Plans
- Municipalities' ratio of peak monthly water use to winter monthly water use
- Municipalities' average residential per capita water use
- The order in which applications are received and until grant funds are completely committed

Funding Process and Reporting Requirements

- Utilizing forms provided by MCES, the following information must be reported on a quarterly basis:
    - Number, type and amount of rebates or grants provided to property owners, along with each property address
    - Estimated annual gallons of water saved per device installation
    - Municipality matching funds disbursed
    - Number of unmet funding requests from property owners, if any
- Upon review and confirmation of the above information, MCES will process a grant payment in the amount of 75% of approved total rebates or grants for the reporting period.
- MCES will provide confirmation of grant balances available upon request and reserves the right to amend grant agreements, in collaboration with grantee municipality, if quarterly reporting indicates rebate or grant programs will not fully utilize grant awards within the grant period.

Qualified Activities

- Toilet replacement with a US EPA WaterSense labeled toilet: http://www.epa.gov/WaterSense/product_search.html

- Irrigation controller replacement with a US EPA WaterSense labeled controller: https://www.epa.gov/watersense/product-search

- Clothes washing machine replacement with an US DOE Energy Star labeled clothes washing machine: https://www.energystar.gov/productfinder/product/certified-clothes-washers/results

- Irrigation spray sprinkler body replacement with a US EPA WaterSense labeled spray sprinkler body https://www.epa.gov/watersense/product-search

- Irrigation system audit by an Irrigation Professionals certified by a US EPA WaterSense program https://www.epa.gov/watersense/find-pro

Reporting Example

Community	Property Street Address	Property Type	Device Replaced	Cost per Device	# of Devices	Rebate or Grant per Device	Est. Annual Water (Gal) Saved Per Device	Total Rebate or Grant	Municipality Contribution	Eligible Grant Amount
Anytown	652 Silvis St	Residential	Clothes Washer	$624.60	1	$150.00	3,000	$150.00	$37.50	$112.50
Anytown	1952 Ingram Way	Residential	Irrigation Controller	$199.99	1	$100.00	8,800	$100.00	$25.00	$75.00
Anytown	630 Gibbons Ave	Residential	Clothes Washer	$599.90	1	$150.00	3,000	$150.00	$37.50	$112.50
Anytown	4424 Barriger Blvd	Residential	Toilet	$168.00	1	$50.00	4,000	$50.00	$12.50	$37.50

Public Works Committee **6. 1.**

Meeting Date: 09/17/2019

By: Bruce Westby, Engineering/Public Works

Title:

Review Wellhead Protection Plan Part 2 Amendment

Purpose/Background:

Purpose:

The purpose of this case is review the Wellhead Protection Plan Part 2 Amendment in advance of the Public Hearing scheduled for Tuesday, September 24, 2019.

Background:

The Minnesota Department of Health (MDH) is charged with protecting drinking water sources throughout Minnesota per Minnesota Rules, Chapter 4720, Public Water Supplies, which includes administering the Wellhead Protection Program. The purpose of the program is to prevent contamination of public drinking water supplies by identifying water supply recharge areas and implementing management practices for potential pollution sources found within those areas. Public Water Suppliers, which includes municipalities, are required to maintain a Wellhead Protection Plan, and to amend it every 10 years.

City Staff has been working with MDH since March of 2017 to amend the City of Ramsey's Wellhead Protection Plan (WHPP), which was adopted January 4, 2010, and is effective until January 4, 2020. The City's WHPP must be amended by October 6, 2019 to meet the required 10-year update schedule.

The WHPP consists of two parts. Part 1 delineates the City's wellhead protection zone and drinking water supply management area (DWSMA), and assesses the vulnerability of our DWSMA and municipal water supply wells. Part 2 includes a potential contaminant source inventory, a potential contaminant source management strategy, an emergency/alternative water supply contingency plan, and wellhead protection program evaluation plan.

Part 1 of the WHPP was recently amended and approved by the MDH. A copy of the MDH approval letter, received February 4, 2019, is attached. As required, copies of the amended delineated wellhead protection areas, drinking water supply management areas, and assessments of well and aquifer vulnerabilities were issued to local units of governments wholly or partially within these areas within 30 days after receiving MDH approval of the Part 1 amendment. A copy of this letter with attachments is attached. The City was also required to conduct a public information meeting by April 4, 2019, to present the Part 1 amendments to the public. The public information meeting was conducted on March 19, 2019, as part of the Public Works Committee meeting.

To kick the Part 2 amendment process off, City and MDH Staff met on March 28, 2019, to discuss the scope of the required amendments. It was discussed that numerous data elements must be compiled and assessed as related to the management of potential contaminants in the drinking water supply management area that was approved with the WHPP Part 1 amendments. Data elements are pieces of information in the form of maps, lists, records, tables and inventories. Where appropriate, the elements should be reviewed and assessed in terms of their present and/or future implications on the 1) use of the wells, 2) quality and quantity of water supplying the public water supply wells, and 3) land and groundwater uses in the DWSMA.

MDH prepared a Scoping 2 Decision Notice after the meeting, which was submitted to the City via email on April 4, 2019. The Notice included a list of required data elements. A hard copy of this Notice, including an attachment noting Potential Contaminant Source Inventory (PCSI) requirements, was received in the mail on April 8, 2019. Copies of the Scoping 2 Decision Notice and PCSI requirements are attached. The MDH provided a deadline of

October 6, 2019, for completing and submitting the City of Ramsey's Wellhead Protection Plan Part 2 Amendment.

BARR engineering was enlisted to amend Part 2 of the WHPP based on staff's workload at the time, the scope of work required to amend Part 2 of the WHPP, and the minimal amount of time available to complete this work. The Public Works Committee supported using BARR Engineering to prepare the Part 2 Amendments at a not to exceed cost of $25,100. A copy of BARR's work proposal is attached.

Attached is a draft of the City of Ramsey's Part 2 Wellhead Protection Plan Amendment as prepared by BARR Engineering. Also attached is a copy of the cover letter as submitted to other local units of government for the purpose of soliciting public comment.

Timeframe:

Staff estimates 15 minutes will be needed to present this case and address questions.

Observations/Alternatives:

NA

Funding Source:

All costs for amending Parts 1 and 2 of the City's WHPP will be funded through the City of Ramsey's water enterprise funds.

Recommendation:

NA

Action:

No action is required for this case.

Attachments

MDH Approval Ltr WHPP Part 1
BARR WHPP Part 2 Amendment Proposal
WHPP Part 2 Hearing Notice LGUs
Draft WHPP Part 2 Amendment

Form Review

Inbox	Reviewed By	Date
Grant Riemer	Grant Riemer	09/12/2019 11:18 AM
Kurt Ulrich	Kurt Ulrich	09/12/2019 03:06 PM
Form Started By: Bruce Westby		Started On: 09/12/2019 04:33 AM
Final Approval Date: 09/12/2019		

DEPARTMENT OF HEALTH

PROTECTING, MAINTAINING & IMPROVING THE HEALTH OF ALL MINNESOTANS

January 29, 2019

RECEIVED
FEB - 4 2019
BY:

Mr. Bruce Westby, Engineer
City of Ramsey
7550 Sunwood Drive Northwest
Ramsey, Minnesota 55303

Dear Mr. Westby:

We are writing to notify you that the Minnesota Department of Health has approved the amended 1) delineation of the wellhead protection areas, 2) delineation of the drinking water supply management areas, and 3) assessments of well and aquifer vulnerability for your public water supply wells, as submitted. The approval pertains to the following public wells:

Well No. 1	Unique Well No. 161441
Well No. 2	Unique Well No. 416183
Well No. 3	Unique Well No. 580303
Well No. 4	Unique Well No. 580313
Well No. 5	Unique Well No. 593672
Well No. 6	Unique Well No. 706840
Well No. 7	Unique Well No. 743832
Well No. 8	Unique Well No. 743833

Procedurally, you must submit a copy of the amended delineated wellhead protection areas, drinking water supply management areas, and assessments of well and aquifer vulnerability to local units of government that are wholly or partially within these areas. Notification must occur within 30 days after receiving this letter. If you need assistance getting this information out, please contact Mr. John Freitag of the Minnesota Department of Health at (651) 201-4669.

The wellhead protection rule also requires the city of Ramsey to hold a public information meeting regarding the amended delineations and vulnerability assessments within 60 days of receiving approval by the health department. This meeting can be held solely for this purpose or it can be incorporated into another public meeting, such as a meeting of the city council. If you would like a representative of the state's wellhead protection program to be present at the public information meeting, please contact Mr. Freitag.

In closing, we commend the city of Ramsey for moving ahead to amend its wellhead protection plan. Mr. Freitag will be contacting you shortly to go over procedural issues in preparing the remainder of your wellhead protection plan amendment. Please contact me at (651) 201-4577 if you have any questions regarding this letter.

Sincerely,

Amal M. Djerrari, Hydrologist
Source Water Protection Unit
Environmental Health Division
P.O. Box 64975
St. Paul, Minnesota 55164-0975

AMD:TVW
cc: Mr. Leonard Linton, Civil Engineer, City of Ramsey
Mr. John Freitag, Planner, Source Water Protection Unit, Metro Office
Farm Service Agency

resourceful. naturally.
engineering and environmental consultants

BARR

April 10, 2019

Mr. Bruce Westby, P.E.
City Engineer
City of Ramsey
7550 Sunwood Drive NW
Ramsey, MN 55303

Re: Part 2 Wellhead Protection Plan Amendment Assistance

Dear Mr. Westby:

Per your request, this letter presents Barr Engineering's proposed scope of work and cost estimate for preparing the Part 2 Wellhead Protection Plan amendment for the City of Ramsey (City).

Our project understanding, proposed scope of professional consulting services, and the assumptions upon which our cost estimate are based are presented below.

Project Understanding

Wellhead protection planning is ultimately about protecting the City's water supply, thereby protecting the public health. As you know, in the City's Part 1 Wellhead Protection Plan (WHPP) amendment, the area that encompasses the capture zones for the Ramsey water supply wells was delineated. This area is the City's Drinking Water Supply Management Area (DWSMA). Proper wellhead protection planning in the Part 2 WHPP amendment will ensure that the City can manage surface land uses within the DWSMA so as to minimize the potential for those land uses to impact the City's drinking water quality.

Barr Engineering's understanding of the project and the scope of professional consulting services for preparing the amendment of Part 2 of the City's Wellhead Protection Plan (WHPP) are described in the following paragraphs.

The development of Part 2 of a WHPP must be done according to the Wellhead Protection Rules. Per the rules, Part 2 of the WHPP must include 1) an assessment of data elements relevant to the Plan, 2) an inventory and mapping of potential contaminant sources within the DWSMA that was delineated during development of Part 1 of the Plan, 3) a discussion of issues, problems, and opportunities associated with the DWSMA and the source water aquifers, 4) an assessment of the impact on the public water supply wells of potential future changes in the DWSMA, 5) identification of goals for the Wellhead Protection Program, 6) development of management strategies for addressing the identified potential contaminant sources, 7) a wellhead protection program evaluation process, and 8) an emergency water supply contingency plan.

It is our understanding that the Minnesota Department of Health (MDH) held Scoping Meeting No. 2 with City staff on March 28, 2019. The requirements for Part 2 of the WHPP amendment are outlined in the

April 4, 2019 Scoping 2 Decision Notice from the MDH that you provided to John Greer of Barr via email. The Scoping 2 Decision Notice specifies that the Part 2 WHPP amendment must be submitted to MDH by October 6, 2019.

Scope of Work Tasks and Assumptions

Barr Engineering's proposed scope of work is presented below.

Task 1: Wellhead Protection Plan Part 2 Preparation

Barr Engineering will prepare, in consultation with the City, an initial draft of the Part 2 WHPP amendment to meet the requirements of the Wellhead Protection Rules. When complete, the draft plan will be sent to you for City review. After addressing any City comments on the initial draft, Barr will provide a copy of the draft Part 2 WHPP amendment via electronic means (i.e., email or ftp site) to the MDH for preliminary review.

The Wellhead Protection Rules require that potential contaminant sources within a DWSMA be inventoried. Types of potential contaminant sources that must be inventoried depend upon the aquifer vulnerability classification(s) within the DWSMA. It is our understanding that the aquifer vulnerability classification in both of the City's newly delineated DWSMAs is "moderate". It is also our understanding that the MDH will require that potential contaminant sources within the DWSMA be inventoried according to Department guidance for DWSMAs with this aquifer vulnerability classification. Identification and verification of these locations is known as a potential contaminant source inventory (PCSI). It is possible that not all potential contaminant source types that MDH guidance identifies to be inventoried are present in the DWSMAs.

After the draft Part 2 WHPP amendment, including PCSI, is completed and reviewed by the City, it will be submitted to the MDH for preliminary review. Barr Engineering will review any MDH comments that come from the Department's preliminary review of the draft Part 2 WHPP amendment. Typically, any comments we receive on a draft Part 2 WHPP can be easily addressed. We will discuss the MDH comments with City staff and make any necessary changes to the draft that result from MDH comments. Per your discussion with John Greer, Barr Engineering will, on behalf of the City, send copies of the draft Part 2 Plan to local governmental units (LGUs) whose jurisdictions overlaps the DWSMAs. Please note that the Wellhead Protection Rules require that the LGUs be given 60 days to review the draft Part 2 Plan.

Barr Engineering will address, in consultation with the City, any comments received from the LGUs and prepare a final Part 2 WHPP amendment. Following the LGU review and prior to submittal of the Part 2 WHPP amendment to the MDH for approval, the City must hold a Public Hearing on the WHPP. We have assumed that John Greer of Barr Engineering will attend the Public Hearing to discuss the Part 2 WHPP amendment.

Per your discussion with John Greer, Barr will submit the Part 2 WHPP amendment to the MDH for approval on behalf of the City. We will provide the City with one electronic copy of the final Part 2 WHPP amendment. Paper copies of the final Part 2 Plan amendment can be provided for City use at an additional cost.

Additional assumptions:

- We have assumed that John Greer of Barr Engineering will provide to you via email a list of data needed from the City to complete the Part 2 WHPP amendment.
- We have assumed one meeting with City staff to discuss potential management actions for inclusion in the Part 2 WHPP amendment.
- We have assumed that a meeting with MDH staff to discuss any comments arising from the preliminary review will not be necessary. If such a meeting is necessary we will attend on a time and expenses basis over and above our budget for this work scope.

Task 2: Project Administration

This task includes completion of necessary project administrative tasks.

Project Schedule

We have assumed that the plan amendment development and submittal tasks identified above will be completed prior to the October 6, 2019 submittal deadline. This schedule assumes the following: 1) all data requested from the City will be provided within one week of the request, 2) all data requested from county, state, and federal agencies for the PCSI will be received within two weeks of when the request is made, 3) City review of the draft Part 2 WHPP amendment will be completed within 14 days of the date the City receives the draft, 4) preliminary MDH review of the draft Part 2 WHPP amendment will be completed within two weeks of the date the draft is provided to the Department, and 5) the required public hearing will be held at the September 24, 2019 City Council meeting.

Project Cost

Barr Engineering will complete the scope of work presented above for a cost not to exceed $25,100.

Contract Terms

The scope of professional consulting services we will provide for preparing the amendment of Part 2 of the Ramsey WHPP is described above. We propose to complete the work under the terms of the attached agreement and fee schedule.

We understand that you would have the authority to direct us. We would direct communications to the City at the address on this letter. City direction to Barr would be provided to John Greer at the letterhead address, via phone, or via email.

Thank you for the opportunity to provide you this proposal. If you have any questions regarding our proposal, please feel free contact me (952-832-2857 or bobermeyer@barr.com) or John Greer (952-832-2691 or jgreer@barr.com), the project manager who will work with you on this project.

If the above scope of work and attached terms are satisfactory, please sign this letter in the space provided and return a copy to us. This Agreement will be open for acceptance until April 26, 2019, unless earlier withdrawn by us.

Sincerely yours,

Barr Engineering Co.

By _____
Its Vice President

Accepted this _____ day of _____, 20___

City of Ramsey

By _____

Its _____

Attachments

Standard Terms—Professional Services

STANDARD TERMS—PROFESSIONAL SERVICES

Our Agreement with you consists of the accompanying letter or other authorization, Work Orders, and these Standard Terms – Professional Services.

Section 1: Our Responsibilities

1.1 We will provide the professional services ("Services") described in this Agreement. We will use that degree of care and skill ordinarily exercised under similar circumstances by reputable members of our profession practicing in the same locality.

1.2 We will select the means, methods, techniques, sequences, or procedures used in providing our Services. If you direct us to deviate from our selections, you agree to hold us harmless from claims, damages, and expenses arising out of your direction.

1.3 We will acquire all licenses applicable to our Services and we will comply with applicable law.

1.4 Our duties do not include supervising your contractors or commenting on, supervising, or providing the means and methods of their work unless we accept any such duty in writing. We will not be responsible for the failure of your contractors to perform in accordance with their undertakings.

1.5 We will provide a health and safety program for our employees, but we will not be responsible for contractor, job, or site health or safety unless we accept that duty in writing.

1.6 Estimates of our fees or other project costs will be based on information available to us and on our experience and knowledge. Such estimates are an exercise of our professional judgment and are not guaranteed or warranted. Actual costs may vary. You should add a contingency.

1.7 The information you provide to us will be maintained in confidence except as required by law.

Section 2: Your Responsibilities

2.1 You will provide access to property.

2.2 You will provide us with prior reports, specifications, plans, changes in plans, and other information about the project that may affect the delivery of our Services. You will hold us harmless from claims, damages, and related expenses, including reasonable attorneys' fees, involving information not timely called to our attention or not correctly shown on documents you furnish to us.

2.3 You agree to provide us with information on contamination and dangerous and hazardous substances and processes we may encounter in performing the Services and related emergency procedure information.

2.4 You agree to hold us harmless as to claims that we are an owner, operator, generator, transporter, treater, storer, or a disposal facility within the meaning of any law governing the handling, treatment, storage, or disposal of dangerous or hazardous materials.

2.5 Site remediation services may involve risk of contamination of previously uncontaminated air, soil, or water. If you are requesting that we provide services that include this risk, you agree to hold us harmless from such contamination claims, damages, and expenses, including reasonable attorneys' fees, unless and to the extent the loss is caused by our negligence.

2.6 You agree to make disclosures required by law. If we are required by law or legal process to make such disclosures, you agree to hold us harmless and indemnify us from related claims and costs, including reasonable attorneys' fees.

Section 3: Reports and Records

3.1 We will retain analytical data relating to the Services for seven years and financial data for three years.

3.2 Monitoring wells are your property and you are responsible for their permitting, maintenance and abandonment unless we accept that duty in writing. Samples remaining after tests are conducted and field and laboratory equipment that cannot be adequately cleansed of contaminants are your property. They will be discarded or returned to you, at our discretion, unless within 15 days of the report date you give written direction to store or transfer the materials at your expense.

3.3 Our reports, notes, calculations, and other documents, and our computer software, programs, models, and data are instruments of our Services, and they remain our property, subject to a license to you for your use in the related project for the purposes disclosed to us. You may not use or transfer such information and documents to others for a purpose for which they were not prepared without our written approval. You agree to indemnify and hold us harmless from claims, damages, and expenses, including reasonable attorneys' fees, arising out of any unauthorized transfer or use.

3.4 Because electronic documents may be modified intentionally or inadvertently, you agree that we will not be liable for damages resulting from change in an electronic document occurring after we transmit it to you. In case of any difference or ambiguity between an electronic and a paper document, the paper document shall govern. When accepting document transfer in electronic media format, you accept exclusive risk relating to long-term capability, usability, and readability of documents, software application packages, operating systems, and computer hardware.

3.5 If you do not pay for the Services in full as agreed, we may retain reports and work not yet delivered to you and you agree to return to us our reports and other work in your possession or under your control. You agree not to use or rely upon our work for any purpose until it is paid for in full.

Section 4: Compensation

4.1 You will pay for the Services as agreed or according to our then current fee schedules if there is no other written agreement as to price. An estimated cost is not a firm figure unless stated as such and you should allow for a contingency in addition to estimated costs.

4.2 You agree to notify us of billing disputes within 15 days and to pay undisputed portions of invoices within 30 days of invoice date. For balances not paid under these terms, you agree to pay interest on unpaid balances beginning 10 days after invoice date at the rate of 1.5% per month, but not to exceed the maximum rate allowed by law.

4.3 If you direct us to invoice another, we will do so, but you agree to be responsible for our compensation unless you provide us with that person's written acceptance of the terms of our Agreement and we agree to extend credit to that person.

4.4 You agree to compensate us in accordance with our fee schedule if we are asked or required to respond to legal process arising out of a proceeding to which we are not a party.

4.5 If we are delayed by factors beyond our control, or if the project conditions or the scope of work change, or if the standards change, we will receive an equitable adjustment of our compensation.

4.6 In consideration of our providing insurance to cover claims made by you, you hereby waive any right of offset as to payment otherwise due us.

Section 5: Disputes, Damage, and Risk Allocation

5.1 Each of us will exercise good faith efforts to resolve disputes without litigation. Such efforts will include a meeting attended by each party's representative empowered to resolve the dispute. Disputes (except collections) will be submitted to mediation as a condition precedent to litigation.

5.2 We will not be liable for special, incidental, consequential, or punitive damages, including but not limited to those arising from delay, loss of use, loss of profits or revenue, loss of financing commitments or fees, or the cost of capital. Each of us waives against the other and its subcontractors, agents, and employees all rights to recover for losses covered by our respective property/casualty or auto insurance policies.

5.3 We will not be liable for damages unless you have notified us of your claim within 30 days of the date of your discovery of it and unless you have given us an opportunity to investigate and to recommend ways of mitigating damages, and unless suit is commenced within two years of the earlier of the date of injury or loss and the date of completion of the Services.

5.4 For you to obtain the benefit of a fee which includes a reasonable allowance for risks, you agree that our aggregate liability will not exceed the fee paid for our services, but not less than $50,000, and you agree to indemnify us from all liability to others in excess of that amount. If you are unwilling to accept this allocation of risk, we will increase our aggregate liability to $100,000 provided that, within 10 days of the date of our Agreement, you provide payment in an amount that will increase our fees by 10%, but not less than $500, to compensate us for the greater risk undertaken. This increased fee is not the purchase of insurance.

5.5 If you fail to pay us within 60 days following invoice date, we may consider the default a total breach of our Agreement and, at our option, we may terminate all of our duties without liability to you or to others.

5.6 If we are involved in legal action to collect our compensation, you agree to pay our collection expenses, including reasonable attorneys' fees.

5.7 The law of the state in which the project site is located will govern all disputes. Each of us waives trial by jury. No employee acting within the scope of employment will have any individual liability for his or her acts or omissions and you agree not to make any claim against individual employees.

Section 6: Miscellaneous Provisions

6.1 We will provide a certificate of insurance to you upon request. Any claim as an Additional Insured will be limited to losses caused by our sole negligence.

6.2 This Agreement is our entire agreement, and it supersedes prior agreements. Only a writing signed by an authorized representative for each of us making specific reference to the provision modified may modify it.

6.3 Neither of us will assign this Agreement without the written approval of the other. No other person has any rights under this Agreement.

6.4 Only a writing may terminate this Agreement. We will receive an equitable adjustment of our compensation as well as our earned fees and expenses if our work is terminated prior to completion.

6.5 We will not discriminate against any employee or applicant for employment because of race, color, creed, ancestry, national origin, sex, religion, age, marital status, affectional preference, disability, status with regard to public assistance, membership or activity in a local human-rights commission, or status as a specially disabled, Vietnam-era, or other eligible veteran. We will take affirmative action to ensure that applicants are considered, and employees are treated during their employment, without regard to those factors. Our actions will include, but are not limited to notifications, hiring, promotion or employment upgrading, demotion, transfer, recruitment or recruitment advertising, layoffs or terminations, rates of pay and other forms of compensation, and selection for training or apprenticeship.

6.6 Neither we nor you, including our officers, employees, and agents, are agents of the other, except as agreed in writing. Except as agreed in writing, nothing in this Agreement creates in either party any right or authority to incur any obligations on behalf of, or to bind in any respect, the other party. Nothing contained herein will prevent either party from procuring or providing the same or similar products or services from or to any third person, provided that there is no breach of any obligations pertaining to confidentiality.

End of Standard Terms

Fee Schedule—2019

Rev. 12/29/18

Description	Rate* (U.S. dollars)
Principal	$145-295
Consultant/Advisor	$155-250
Engineer/Scientist/Specialist III	$125-150
Engineer/Scientist/Specialist II	$95-120
Engineer/Scientist/Specialist I	$65-90
Technician III	$125-150
Technician II	$95-120
Technician I	$50-90
Support Personnel II	$95-150
Support Personnel I	$50-90

Rates for litigation support services will include a 30% surcharge.

A ten percent (10%) markup will be added to subcontracts for professional support and construction services to cover overhead and insurance surcharge expenses.

Invoices are payable within 30 days of the date of the invoice. Any amount not paid within 30 days shall bear interest from the date 10 days after the date of the invoice at a rate equal to the lesser of 18 percent per annum or the highest rate allowed by applicable law.

Meals will be reimbursed on a per diem basis. For travel destinations within the continental U.S. (CONUS) the per diem rate will be as published by the U.S. Internal Revenue Service (IRS) based on the High-Low method. For travel destinations outside the CONUS list, the per diem rate will be as published by the U.S. Department of State for foreign per diem rates. Full day per diem rates will be pro-rated on travel days.

All other reimbursable expenses including, but not limited to, costs of transportation, lodging, parking, postage, shipping and incidental charges will be billed at actual reasonable cost. Mileage will be billed at the IRS-allowable rate.

Materials and supplies charges, printing charges, and equipment rental charges will be billed in accordance with Barr's standard rate schedules.

Principal category includes consultants, advisors, engineers, scientists, and specialists who are officers of the company.

Consultant/Advisor category includes experienced personnel in a variety of fields. These professionals typically have advanced background in their areas of practice and include engineers, engineering specialists, scientists, related technical professionals, and professionals in complementary service areas such as communications and public affairs.

Engineer/Scientist/Specialist categories include registered professionals and professionals in training (e.g. engineers, geologists, and landscape architects), and graduates of engineering and science degree programs.

Technician category includes CADD operators, construction observers, cost estimators, data management technicians, designers, drafters, engineering technicians, interns, safety technicians, surveyors, and water, air, and waste samplers.

Support Personnel category includes information management, project accounting, report production, word processing, and other project support personnel.

*Rates do not include sales tax on services that may be required in some jurisdictions.

resourceful. naturally.
engineering and environmental consultants

BARR

July 17, 2019

Mr. Scott Schulte, Chair, Anoka County Board of Commissioners
Mayor Phil Rice, city of Anoka
Mr. Chris Lord, Anoka Conservation District
Mr. Bar Biernat, Anoka County Public Health and Environmental Services
Mr. Todd Haas, Chair, Lower Rum River WMO
Dr. John Clark, Ph.D., Water Supply Planning, Metropolitan Council
Mr. John Freitag, Principal Planner, Minnesota Department of Health

Re: Draft Ramsey Part 2 Wellhead Protection Plan Amendment.

This letter is being sent to you on behalf of the city of Ramsey. The city of Ramsey is in the process of amending the wellhead protection plan for its drinking water supply wells. Enclosed on a memory stick for your review and comment is the completed Part 2 Draft Report for this system as required in the MN Wellhead Protection Rule (4720.5350, subpart 1). This portion of the Plan includes information pertaining to:

1. The inventory of potential contaminants of concern within the Drinking Water Supply Management Area (DWSMA);
2. The data that was considered in this portion of the plan;
3. Issues, problems, and concerns within the DWSMA;
4. Goals, objectives, and action strategies to address the issues and concerns within the DWSMA;
5. A Plan evaluation strategy; and
6. A contingency strategy in the event of water system disruption.

Your comments on this portion of the Plan will be accepted throughout the 60-day comment period. Please send your written comments to Bruce Westby, PE at city of Ramsey, 7550 Sunwood Dr. NW, Ramsey, Minnesota 55303 by September 17, 2019.

Consistent with the Wellhead Protection Rule (4720.5350, subpart 4) a Public Hearing has been scheduled on September 24, 2019 at 7:00 pm in the Ramsey City Council Chambers at 7550 Sunwood Drive NW, Ramsey, MN to discuss issues and address all comments related to the enclosed document.

The city of Ramsey looks forward to your participation.

Sincerely,

John Greer, PG

c: John Freitag, MDH
Bruce Westby, city of Ramsey (w/o encl.)

Wellhead and Source Water Protection – Part 2: Wellhead Protection Plan Amendment

Prepared for

City of RAMSEY

July 2019

DRAFT

4300 MarketPointe Drive, Suite 200
Minneapolis, MN 55435
Phone: 952.832.2600

Wellhead and Source Water Protection – Part 2: Wellhead Protection Plan Amendment

July 2019

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Public Water Supply Profile

The following persons are the contacts for the Ramsey Wellhead Protection Plan:

Public Water Supply Contact

Grant Riemer
Public Works Superintendent
7550 Sunwood Dr. NW
Ramsey, Minnesota 55303
Telephone: 763-427-8254
email: griemer@cityoframsey.com

Wellhead Protection Manager

Bruce Westby, PE
City Engineer
7550 Sunwood Dr. NW
Ramsey, Minnesota 55303
Telephone: 763-433-9825
email: bwestby@cityoframsey.com

Wellhead Protection Consultant

John Greer, PG
Barr Engineering Company
4300 MarketPointe Drive
Suite 200
Minneapolis, Minnesota 55435
Telephone: 952-832-2600
Fax: 952-832-2601
email: jgreer@barr.com

General Information

UNIQUE WELL NUMBER(S) Primary: 161441, 416183, 580303, 580313, 593672, 743832, 743833

PUBLIC WATER SUPPLY ID # 1020035

SIZE OF POPULATION SERVED 13,720 (2017 estimate)

COUNTY Anoka

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Documentation List

Step	Date Performed
Scoping Meeting 2 Held (4720.5340, subp. 1)	March 28, 2019
Scoping 2 Decision Notice Received (4720.5340, subp. 2)	April 8, 2019
Remaining Portion of Plan Submitted to Local Units of Government (LUGs) (4720.5350)	July 17, 2019
Review Received From Local Units of Government (4720.5350, subp. 2)	July 18, 2019 to September 17, 2019
Review Comments Considered (4720.5350, subp. 3)	July 18, 2019 to September 20, 2019
Public Hearing Conducted (4720.5350, subp.4)	September 24, 2019
Remaining Portion WHP Plan Submitted (4720.5360, subp. 1) **NOTE TO REVIEWERS: DATE WILL BE ADDED BEFORE SUBMITTAL**	September XX, 2019
Final WHP Plan Review Received (4720.5360, subp. 4)	

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Certification

I hereby certify that this plan, document, or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Geologist under the laws of the state of Minnesota.

John C. Greer
PG #: 30347

Date

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Acronyms

Acronym	Description
DWSMA	Drinking Water Supply Management Area
LUST	Leaking Underground Storage Tank
MGD	Million Gallons per Day
MGY	Million Gallons per Year
MDH	Minnesota Department of Health
MDNR	Minnesota Department of Natural Resources
MGS	Minnesota Geological Survey
MnOPS	Minnesota Office of Pipeline Safety
MPCA	Minnesota Pollution Control Agency
PCSI	Potential Contaminant Source Inventory
WHPA	Wellhead Protection Area
WHPP	Wellhead Protection Plan

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Executive Summary

The Wellhead and Source Water Protection Plan (the Plan) for the City of Ramsey (the City) addresses the eight municipal water supply wells operated by the City. The City's previous Wellhead Protection Plan was approved by the Minnesota Department of Health in 2010. This Plan amendment was prepared in accordance with the applicable portions of the State of Minnesota Wellhead Protection Rules (Minnesota Rules 4720.5100 through 4720.5590) due to the age of the Plan.

The City is a member of the Anoka County Municipal Wellhead Protection Group (ACMWPG). As such, the City has the opportunity to work with surrounding communities and Anoka County to protect the source water aquifer, when mutually beneficial.

The City's municipal water supply system includes eight municipal water supply wells: Wells 1, 2, 3, 4, 5, 6, 7, and 8. Wells 1, 3, 4, 5, 6, 7, and 8 are used as primary water supply wells. Well 2 is used as a seasonal well on an as needed basis to meet peak demands. All eight wells pump from the Tunnel City Group-Wonewoc Sandstone aquifer. In accordance with Minnesota Rules 4720.5550, Ramsey Wells 6 and 7 are classified as not vulnerable to contamination from the surface while wells 1, 2, 3, 4, 5, and 8 are classified as vulnerable to contamination.

This Plan amendment consists of two parts. In Part 1 of the Plan amendment, wellhead protection areas (WHPAs) for the City's water supply wells were delineated as were the associated drinking water supply management areas (DWSMAs). Two DWSMAs were delineated for Ramsey. These DWSMAs encompass the WHPAs for the following Ramsey water supply wells:

- East – Wells 1 and 2
- West – Wells 3, 4, 5, 6, 7, and 8

As shown on Figure 1, the West DWSMA is contained entirely within the Ramsey city limits. A portion of the East DWSMA extends into the city of Anoka. The vulnerability of the source water aquifer in the DWSMAs is classified as Moderate based on the geologic conditions in and around the City's DWSMAs and water quality data for the City's wells. The Part 1 WHPP amendment was approved by the Minnesota Department of Health in January 2019. A public information meeting on the Part 1 WHPP amendment was held on March 19, 2019.

This document comprises Part 2 of the Plan amendment and includes the following information:

- A review of data elements identified by the Minnesota Department of Health as applicable to the DWSMAs.
- Results of an inventory of potential contaminant sources within the DWSMAs.
- A review of changes, issues, problems, and opportunities related to the public water supply and the identified potential contaminant sources.
- A discussion of potential contaminant source management strategies and the goals, objectives, and action plans associated with these management strategies.

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- A review of the Wellhead and Source Water Protection evaluation program and Ramsey's alternative water supply contingency strategy.

Potential contaminant sources identified in the DWSMAs include non-municipal wells, properties with storage tanks (including properties that had leaking underground storage tanks), chemical storage sites, properties that where Class V disposal wells may be present or may have been present, properties where contaminant spills have occurred, and brownfields sites.

The goals and objectives of this WHPP will focus on reducing the potential contaminant pathways to the source water aquifers that may be provided by private wells, and educating property owners and water supply users and working with the neighboring jurisdictions, to the extent practicable, to ensure proper management of the portions of the DWSMAs within the neighboring jurisdictions.

The following goals have been identified for implementation of this WHPP:

- The City will work to maintain or improve the current level of water quality so that the municipal water supply will continue to meet or exceed all applicable state and federal water quality standards.
- Work with other cities in the ACMWPG to protect the source water aquifer.
- The City will provide information and promote activities that protect the source water aquifer that provides water to the municipal system. This will include increasing public awareness of the Wellhead and Source Water Protection Program and groundwater-related issues, and management of the identified potential contaminant sources within the DWSMAs.
- The City will continue to collect data to support future wellhead and source water protection efforts.

Actions identified to accomplish these goals include the following:

- Wells
    - Promoting proper management of existing active wells in the DWSMAs
    - Encouraging the proper sealing of all unused wells within the DWSMAs
    - Identification of new high capacity wells in or near the DWSMAs
- Potential contaminant source properties
    - Notifying owners of potential Class V well properties of requirements related to Class V wells
    - Encouraging proper handling of chemicals/wastes
    - Encouraging proper operation and maintenance of storage tanks
    - Tracking the status of identified brownfields sites in the DWSMAs
    - Updating information on potential contaminant sources in the DWSMAs as new locations are identified. This will include obtaining information on potential contaminant sources in the DWSMAs from the regulating agencies to maintain an up-to-date potential contaminant source database for the DWSMAs and allow timely recognition of potential issues that could affect the Ramsey municipal water supply or DWSMAs.

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- Public education
  - Distribution of the Ramsey Annual Water Quality Report for the water supply system,
  - Posting Wellhead Protection Program information on the City of Ramsey website (http://www.ci.ramsey.mn.us/) and provide a link to the ACMWPG's *Know the Flow* website (http://www.knowtheflow.us/) on the City's website,
  - Inclusion of wellhead and source water protection in the City's planning process,
- Continued data collection
  - Recording static and pumping water levels in the Ramsey water supply wells,
  - Monitoring water levels in the City's observation well network,
  - Collection of additional local geologic and hydrogeologic data as it becomes available from public sources or from City-sponsored projects.

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1.0 Introduction

1.1 Background

The City of Ramsey (City) currently operates seven primary municipal water supply wells: Wells 1, 3, 4, 6, 7, and 8. Well 2 is used seasonally, as needed, during high demand periods. These wells pump from the Tunnel City Group-Wonewoc Sandstone aquifer. Minnesota unique well number along with well construction, status, aquifer, and well vulnerability classification for each of Ramsey's municipal water supply wells is presented in Table 1. Well locations and Drinking Water Supply Management Area (DWSMA) locations are shown on Figure 1. Minnesota Department of Health (MDH) well records for all the Ramsey municipal wells are presented in Appendix A.

The previous Ramsey Wellhead Protection Plan (WHPP) Parts 1 and 2 were prepared in 2008 and 2009, respectively. The MDH issued final approval of the previous Part 2 WHPP in 2010. In accordance with the Minnesota Wellhead Protection Rules (Minnesota Rules 4720.5100 through 4720.5590), amendment of the City's WHPP was initiated based on the age of the Plan. The Part 1 WHPP amendment (MDH, 2018) was approved by the Minnesota Department of Health (MDH) in January 2019 (MDH, 2019a). A public information meeting on the Part 1 WHPP amendment was held on March 19, 2019.

In the Part 1 WHPP amendment, two separate DWSMAs were delineated for Ramsey that encompassed the wellhead protection areas (WHPAs) for the Ramsey water supply wells. In addition to the delineation of the WHPAs and the DWSMAs, Part 1 of the WHPP amendment includes an assessment of the vulnerability to contamination of the Ramsey municipal wells and the source water aquifers in the associated DWSMAs. In accordance with Minnesota Rules 4720.5550, Wells 1, 2, 3, 4, 5, and 8 are classified as vulnerable to contamination from the surface and Wells 6, and 7 are classified as not vulnerable (see Table 1). In the Part 1 amendment report, the vulnerability to contamination of the uppermost source water aquifer within the DWSMAs was identified as Moderate (MDH, 2018). Figure 1 shows the aquifer vulnerability in the Ramsey DWSMAs. The Ramsey Part 1 WHPP amendment is presented in Appendix B.

1.2 Description of the Public Water Supply System

The City is located in Anoka County. Ramsey currently has seven primary water supply wells and one seasonal-use wells in the municipal water supply and distribution system for Public Water Supply #1020035. Locations of the wells are shown on Figure 1 and general construction details for the Ramsey municipal wells are summarized in Table 1. Copies of the MDH well records for the Ramsey municipal wells are presented in Appendix A

The 2010 census indicated that Ramsey had a population of 23,668. In 2017 the City's estimated population was 25,581 and the estimated population served by the municipal water supply system was 13,720 (Ramsey, 2018a). The Metropolitan Council's preliminary estimate of the 2018 population of Ramsey is 27,051. The City's draft Water Supply Plan (Ramsey, 2018a) projects that the City's water supply

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system will serve 13,921 people in 2020 and 22,987 in 2030. The draft Water Supply Plan projects the City's total population in 2030 will be 33,350.

The projected 2030 average day and maximum day (the largest daily water use in a given year) water demands shown in the City's Water Supply Plan (Ramsey, 2018a) are approximately 2,090 gallons per minute (gpm) [3.01 million gallons per day (MGD)] and 6,060 gpm (8.73 MGD), respectively. Current daily water demand (based on the period 2013-2017) averages approximately 1.7 MGD. Maximum day demand ranged from 4.4 MGD to 5.4 MGD in the period 2013-2017 (e.g., Ramsey, 2018). The current permitted instantaneous pumping rate for the system is 8,200 gpm and the permitted annual volume is 850 MG.

The City currently adds chlorine and fluoride to the water supply at the pumphouses associated with the wells (Ramsey, 2018a). In addition, ortho and polyphosphates are also added to the pumped water at the pumphouses to inhibit corrosion and sequester iron and manganese. The City currently has four pumphouses in which water is treated prior to entering the distribution system. Water from the City's wells is routed to the pumphouses for treatment as follows:

- Pumphouse 1 – water from Wells 1 and 2
- Pumphouse 2 – water from Wells 3 and 4
- Pumphouse 3 – water from Wells 5 and 6
- Pumphouse 4 – water from Wells 7 and 8

The City currently has the capacity to treat up to 11 MGD.

Ramsey currently has three elevated water storage facilities. These facilities have a combined storage capacity of four million gallons. Construction of additional water storage facilities is not currently planned (e.g., Ramsey, 2018).

As shown in MDH (2018), 2011 through 2015 pumping information from the City was used in the development of pumping rates for use in delineating the WHPAs. Annual volume of water pumped by each of the City's municipal water supply wells during the period 2011 through 2015 is shown in Table 2.

1.3 DWSMAs

The DWSMAs delineated in the Part 1 WHPP amendment encompass the 10-year groundwater time of travel WHPAs around the City's wells. As shown on Figure 1, two Drinking Water Supply Management Areas (DWSMAs) have been delineated for Ramsey (MDH, 2018). These DWSMAs encompass Wellhead Protection Areas (WHPAs) for the following Ramsey water supply wells:

- West – Wells 3, 4, 5, 6, 7, and 8
- East – Wells 1 and 2

The West DWSMA is found in Township 32N, Range 25W, Sections 20, 21, 22, 27, 28, and 29 (Figure 1). The East DWSMA lies in Township 32N, Range 25W, Sections 25 and 36 (Figure 1).

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As shown on Figure 1, the West DWSMA is contained entirely within the Ramsey city limits. The East DWSMA extends beyond the Ramsey city limits into Anoka.

In the Part 1 amendment report, the aquifer vulnerability within each of the DWSMAs was classified as Moderate (Figure 1).

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2.0 Identification and Assessment of Data Elements

The Minnesota Wellhead Protection Rules specify data elements that must be addressed in wellhead protection plans. For the WHPP amendment, MDH staff met with City staff on two occasions to discuss the data elements that are specified in the Minnesota Rules 4720.5400. Results of these scoping meetings were transmitted to the City via two Scoping Decisions dated May 10, 2017 (MDH, 2017) and April 4, 2019 (MDH, 2019b).

The first Scoping Meeting was held on March 23, 2017. At this meeting, the data elements related to delineation of the WHPAs and DWSMAs and assessment of well and aquifer vulnerability were discussed. The second Scoping Meeting was held on March 28, 2019. At this meeting, the data elements required to support development of Part 2 of the WHPP amendment (this document) which identifies potential contaminant sources within the DWSMAs and identifies management strategies to help safeguard the municipal water supply from identified potential contaminants were discussed. An assessment of these data elements, as required by the Minnesota Wellhead Protection Rules, is presented in Appendix C.

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3.0 Inventory of Potential Contaminant Sources

In Part 1 of this WHPP amendment, WHPAs for the Ramsey water supply wells and the associated DWSMAs were delineated. The DWSMAs encompass the 10-year groundwater time of travel WHPAs around the City's wells (MDH, 2018). As discussed above in Section 1.3, two DWSMAs were delineated for the City's wells.

As shown on Figure 2 and in Appendix C, the current land use (i.e., year 2016 data from the Metropolitan Council) data indicates that numerous land uses are found within the DWSMAs. Land uses in the DWSMAs that cover more than one percent or more of the area in the DWSMAs include Residential of various types, Undeveloped land, Park/Recreational/Preserve, Retail and Other Commercial, Agricultural, Major Highways, and Open Water.

Per the April 4, 2019 Scoping 2 Decision Notice, the City performed a Potential Contaminant Source Inventory (PCSI) within the DWSMAs.

3.1 Inventory Process

At Scoping Meeting No. 2, the types of potential contaminant sources that must be inventoried in the Ramsey DWSMAs Area were identified. As discussed in Appendix C, sources of data accessed for the potential contaminant source inventory include Minnesota Department of Health (MDH), Minnesota Department of Natural Resources (MDNR), Minnesota Department of Public Safety (DPS), Minnesota Geological Survey (MGS), Minnesota Office of Pipeline Safety (MnOPS), Minnesota Pollution Control Agency (MPCA), Metropolitan Council, Minnesota Geospatial Information Office (MGIO), Minnesota Department of Transportation (MnDOT), and U.S. Environmental Protection Agency (USEPA) databases.

Aquifer vulnerability in the Ramsey DWSMAs is classified as Moderate (Figure 1). The potential contaminant source types that must be inventoried vary based on the aquifer vulnerability classification. In areas where the aquifer vulnerability is classified as Moderate the types of potential contaminant point sources inventoried include above-ground and underground storage tanks, leaking underground storage tank (LUST) locations, potential Class V well locations (Class V wells are wells or other structures that facilitate injection of wastes into the subsurface), pipeline facilities, chemical storage locations, spills/potential contamination sites, and wells.

The first step in the inventory was to determine if there were any potential contaminant sources in the Inner Wellhead Management Zone (IWMZ) or the Emergency Response Zone (ERZ) around each of the Ramsey wells. The IWMZ is defined as the area within a 200-foot radius of each municipal well. The most recent IWMZ inventory for each of the Ramsey municipal wells is presented in Appendix C. The ERZ is defined as the area within which the travel time of groundwater to a municipal well is one year or less. The inventory was then expanded out to the boundaries of the DWSMAs.

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3.2 Inventory Results

A more detailed discussion of the potential contaminant sources within the DWSMAs is presented in Appendix C. The inventory results are summarized in Table **3**.

All identified potential contaminant source locations within the limits of the DWSMAs were verified during preparation of this Plan amendment. As part of the verification process, locations identified during the PCSI that mapped incorrectly were corrected to the extent possible based on available data. Verification procedures used included matching mapped locations with addresses on MDH Well Records or State/County-issued permits or in County/State/Federal databases, published business addresses, property parcel addresses, local knowledge of City staff, or information from City files (note that not all verification procedures were used for each type of potential contaminant source). Verified locations are identified in the tables in Appendix C. New information developed on contaminant sources in the future will be verified as they are discovered as part of the WHPP implementation.

As shown in Table 3, potential contaminant sources were assigned a priority based on the relative risk they pose to the public water supply. The evaluation of risk related to a potential contaminant source type is based on the locations of potential contaminant sources of that type and the aquifer vulnerability classification. Higher priority was assigned to those potential contaminant sources that would pose the highest risk to the municipal water supply should a contaminant release occur.

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4.0 Impact of Changes to the Public Water Supply Wells

In accordance with the requirements of Minnesota Rules 4720.5220, anticipated changes in the physical environment, land use, surface water, and groundwater in the DWSMAs within the next ten years and the impact of these changes on the source water aquifers are discussed in this section.

4.1 Potential Changes Identified

4.1.1 Physical Environment

As shown on Figure 2, approximately 31% of the area in the DWSMAs is currently undeveloped. By 2030, the Metropolitan Council projects that all the land within the DWSMAs will be developed (see Figure 3). As discussed elsewhere in this Plan, the Metropolitan Council's preliminary estimate of the 2018 population of Ramsey is 27,051. The City's draft Water Supply Plan (Ramsey, 2018a) projects that the City's water supply system will serve 13,921 people in 2020 and 22,987 in 2030. The draft Water Supply Plan projects the City's total population in 2030 will be 33,350. These projections suggest that the City will experience significant growth by 2030.

Changes in land use resulting from the projected growth are not anticipated to result in land uses different than found elsewhere in the DWSMAs and would not be expected to significantly affect the source water aquifer. Therefore, potential changes to the physical environment will likely not affect the management strategies for the Ramsey DWSMAs presented in this WHPP amendment.

The City's draft Water Supply Plan (Ramsey, 2018a) anticipates that additional pumping capacity will need to be added to the water supply system in 2023, based on current growth projections. In addition, the City's Comprehensive Water System Study Update (Bolton & Menk, 2017) also anticipates a new well being added to the system in 2028. It is anticipated that new wells would be installed in the Tunnel City-Wonewoc aquifer. The installation and operation of one or more new wells would require an assessment of whether the boundaries of the DWSMAs would need to be modified. This will be done when the City is directed to do so by the MDH and may require the assistance of the Wellhead Protection Consultant.

The West DWSMA is contained entirely within the Ramsey city limits. The East DWSMA extends into a portion of the city of Anoka. Locations of the Ramsey DWSMAs are shown on Figure 1.

4.1.2 Land Use

As indicated in the Metropolitan Council's System Statement for Ramsey (Metropolitan Council, 2015), The City's general geographic planning designation is Emerging Suburban. Current land uses in the Ramsey DWSMAs that cover more than one percent of the area in the DWSMAs include Residential of various types, Undeveloped land, Park/Recreational/Preserve, Retail and Other Commercial, Agricultural, Major Highways, and Open Water. Projected future land uses within the City are anticipated to include many of the land uses currently present within the DWSMAs.

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A land use map for the year 2016 and a projected year 2030 land use map are shown on Figures 2 and 3, respectively. Projected land use in Ramsey in 2030 is expected to be consistent with the City's current growth planning. Comparison of the year 2016 land use with the projected future land use indicates that, the currently undeveloped properties within the Ramsey DWSMAs will be developed.

All land uses anticipated during the next ten years within the DWSMAs are currently present in the areas covered by this WHPP. As a result, adjustments in the land use within the DWSMAs such as those projected for the year 2030 will be adequately addressed by the management strategies put forth in this WHPP.

4.1.3 Surface Water

There are surface water bodies and wetlands within the Ramsey DWSMAs. The City's Surface Water Management Plan (Ramsey, 2018b) along with City ordinances and zoning address these surface water bodies and wetlands. Ramsey's management of surface water bodies and wetlands is not expected to adversely affect the management strategies for the DWSMAs. Rather, the City's management of surface water bodies and wetlands is consistent with the objectives of this Plan.

The City is not aware of any plans to alter the course or location of any surface water bodies currently present within the DWSMAs in the next ten years.

4.1.4 Groundwater

As the population of Ramsey grows, water demand in the City will grow. As discussed above, the City anticipates adding additional pumping capacity to the water supply system in 2023. It is anticipated that new wells would pump from the Tunnel City-Wonewoc aquifer. Locations of a new well or wells have not yet been determined.

City staff inspect the municipal wells regularly. The MDH inspects all wells annually. This annual inspection includes sampling of all wells to ensure they comply with applicable regulatory standards. In addition, Ramsey uses a SCADA system to measure the volume of water pumped from a well, the instantaneous pumping rate for each well, and the water level (static or pumping) in each well.

The City monitors groundwater elevations in the Tunnel City-Wonewoc aquifer in the water supply wells and multiple observation wells. As shown in Ramsey (2018a), while there is some seasonal fluctuation the measured groundwater elevations do not show any long term, downward trends with time.

The City supports water conservation. The City has odd-even lawn sprinkling restrictions between 10:00 a.m. and 8:00 p.m. between Memorial Day and Labor Day. Per the city code, the following are exempted from the sprinkling ban: watering of newly sodded lawns for a period of two weeks, hand watering overseeded or spot repaired lawn areas, car washing, filling of children's swimming pools, and children playing in hose operated sprinklers or water toys. The City also requires rain sensors and back flow devices for irrigation systems for townhomes, multifamily residential properties, and commercial properties connected to the municipal water system. In addition, under Section 58-118 of the City Code the City can put in place restrictions on water use if it determines that a shortage of water threatens the

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city. These restrictions may include limits on lawn and garden sprinkling, irrigation, car washing, air conditioning and other uses.

In the next ten years it is possible that new business or industrial developments in or near the Ramsey DWSMAs may seek to construct privately-owned high capacity wells completed in the City's source water aquifer. Such wells could potentially affect the DWSMA boundaries, depending on their location and pumping rate. At the time this Plan was prepared, the City was not aware of any proposed developments with plans for privately-owned high capacity wells within or near the DWSMAs.

Available information from the MDNR's Minnesota Permitting and Reporting System (MPARS) database indicates that there are 31 high capacity wells within a zone that includes the Ramsey DWSMAs and extends one mile beyond the DWSMA boundaries (this number does not include the eight Ramsey municipal supply wells). High capacity wells are defined as wells that pump more than 1,000,000 gallons per year or more than 10,000 gallons per day. Owners of these wells are required to obtain a groundwater appropriation permit from the MDNR. High capacity wells outside of the DWSMAs were identified because changes in operation of these wells could, potentially, affect the DWSMA boundaries. Of these 31 non-Ramsey municipal supply wells, 21 are used for pollution containment, four are used for some type of irrigation, four are used for municipal water supply, one is used for non-metallic processing, and one is used for HVAC. The high capacity wells in the DWSMAs and within one mile of the boundaries of the DWSMAs are shown on Figure 4 and summarized in Table 4. Additional information on these wells can be found in Appendix C.

Beyond the future operation of the Ramsey municipal wells and anticipated installation of two additional municipal water supply wells, no significant changes regarding groundwater use within or near the DWSMAs are anticipated to occur within the next ten years.

4.2 Impact of Changes

4.2.1 Water Use

Current daily water demand (based on the period 2013-2017) averages approximately 1.7 MGD. Maximum day demand (the largest daily water use in a given year) ranged from approximately 4.4 MGD to approximately 5.4 MGD in the period 2013-2017 (Ramsey, 2018a). The City's water distribution system is currently supplied with water from eight wells with a total permitted operating capacity of 8,200 gpm (11.8 MGD).

The City's draft Water Supply Plan (Ramsey, 2018a) projects the daily average water demand in 2030 will be approximately 3.01 MGD (approximately 2,090 gpm) and the 2030 maximum day water demand will be approximately 8.7 MGD (approximately 6,060 gpm).

As noted above, the City anticipates the addition of two wells to the water supply system by 2030. Addition of wells to the water supply system will require and assessment to determine if the boundaries of the DWSMAs will need to be modified. This will be done when the City is directed to do so by the MDH.

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The placement of an additional high capacity well in or near the DWSMAs or significant changes in current groundwater appropriations by existing wells could have an impact on the source water aquifer and local water supplies. Such changes could also affect the Ramsey WHPAs and DWSMAs or change the static water levels in the wells. The City will work with the MDH Source Water Protection Unit and the MDNR to identify proposed high capacity wells in the vicinity of the Ramsey DWSMAs and provide interaction, to the extent practicable, with the proposed well owner to minimize potential problems.

To conserve valuable water resources and to mitigate, to the extent possible, drought impacts, the City limits use of water from the municipal water supply system for lawn and garden sprinkling and irrigation between Memorial Day and Labor Day to an odd-even schedule corresponding to property address. In addition, during this period no sprinkling is allowed between 10 a.m. and 8 p.m.

4.2.2 Influence of Existing Water and Land Government Programs and Regulations

As noted above, to conserve valuable water resources and address drought impacts, the City has controls on outdoor water usage. The City also provides water conservation information on their website and has a tiered billing structure for water use. These programs are designed to assist residents and businesses with water conservation strategies through incentives and educational information.

Ramsey's stormwater management program is described in the City's Surface Water Management Plan (Ramsey, 2018b). In addition, the MDH has prepared a guidance document that addresses siting of stormwater infiltration basins within DWSMAs. The City believes that their existing plan and MDH guidance are sufficient to address stormwater within the city limits.

County and city ordinances, the MDNR Division of Waters' appropriations permitting program, the MPCA's storage tank permitting program, the State of Minnesota Well Management and Drinking Water Supply Programs, State subsurface sewage treatment system (SSTS) rules, State rules regarding chemical handling and storage, and the U.S. EPA's rules regarding Class V wells will be relied upon for assistance in regulating the installation of new wells, the operation of wells, water appropriation permitting, the proper sealing of unused wells, proper operation and maintenance of SSTS, proper maintenance and operation of storage tanks, proper storage of chemicals, and addressing Class V wells. In addition, Ramsey is aware of and supports the low interest loan program offered by Anoka County Community Development and the Minnesota Department of Agriculture's Best Management Practices Program that can be used for maintenance and sealing of wells. Ramsey believes that the current level of regulations and oversight by various governmental entities are adequate to address these issues.

Land use control and land disturbing activities outside of the City of Ramsey will be governed by the local unit of government with jurisdiction in a particular area. This WHPP has been developed to protect the interests of the City of Ramsey and, to the extent practicable, to have no adverse effect on the plans and strategies developed for adjacent areas. The Metropolitan Council jurisdiction overlaps the Ramsey DWSMAs as does the jurisdiction of the Lower Rum River Watershed Management Organization. The city of Anoka overlaps a small portion of the East DWSMA. This Plan will be provided to these other governmental units as a resource for future land development planning. Local ordinances and plans

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related to land use will be relied upon for the management of the portion of Ramsey's East DWSMA that extends into the city of Anoka. The Wellhead Protection Manager will, to the extent feasible and practicable, communicate the goals and objectives of this Plan to the other local governmental units whose jurisdictions overlap the Ramsey DWSMAs.

The City of Ramsey will continue to rely on Federal, State, County, and local agencies and regulations and programs to handle issues outside of the City's boundaries regarding water conservation, water appropriations, and well drilling. City staff will look to the MDH for continued regulation of the installation of wells and proper sealing and abandonment of old wells. In addition, The City recognizes that the MDNR plays a role in the approval of applications for construction of new high capacity wells as well as administering water appropriations.

The programs identified above have proven to be effective. City staff will cooperate with the identified agencies, to the extent practicable, as issues arise in the future.

4.2.3 Administrative, Technical, and Financial Considerations

The City expects to have adequate resources available over a multi-year period to manage their source water aquifer within their DWSMAs. Funds to support ongoing wellhead and source water protection efforts will come from the City's water utilities budget. Wellhead and source water protection activities will be evaluated periodically per MDH requirements and any changes in the focus of the tasks will also be evaluated to determine if additional funding will be necessary to accommodate the changes. When appropriate and to assist in funding of activities, the City may apply for grants from the MDH Source Water Protection Grant Program to fund implementation of management activities described later in this Plan.

For this WHPP to be effective, the City will need to keep the public aware of the issues affecting the public water supply through public educational programs. Therefore, the wellhead and source water protection actions described later in this Plan will include public education. Routine administrative duties will be directed or performed by the Wellhead Protection Manager. Specific tasks and strategies will be performed by the Wellhead Protection Manager or delegated by the Manager to City staff or outside resources.

If new high capacity wells are installed in or near the DWSMAs in the City's source water aquifer or appropriations are increased for existing wells, it is possible that the changes may affect the size and shape of Ramsey's WHPAs and DWSMAs. The City intends to amend and update its Wellhead Protection Plan, as required by the Wellhead Protection Rules, at least every 10 years or as specified by the MDH.

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5.0 Issues, Problems, and Opportunities

In accordance with Minnesota Rules chapter 4720.5230, this section discusses issues, problems, and opportunities related to land use, comments from local units of government and the general public, the data elements and local, state, and federal programs and regulations.

5.1 Land Use Issues, Problems, and Opportunities

5.1.1 Source Water Aquifers

As shown on Figure 1, the aquifer vulnerability classification in the Ramsey DWSMAs is Moderate. Approximately 98% of the area in the Southwest DWSMA has an aquifer vulnerability classification of Moderate. The aquifer vulnerability is classified as Low in 100% of the West, Well 8, and Well 14 DWSMAs. The aquifer vulnerability is classified as moderate in 100% of the Northwest and East DWSMAs.

The City currently has eight water supply wells (Table 1). Seven of the wells (Wells 1, 3, 4, 5, 6, 7, and 8) are primary water supply wells and one (Well 2) is used seasonally during periods of high demand.

The City anticipates the addition of two new wells to the water supply system by 2030. The addition of new high capacity wells within or near the DWSMAs (either municipal wells or private wells) could produce changes in the groundwater flow system (e.g., flow direction or static water level) which could result in changes to the shape and extent of the WHPAs and DWSMAs delineated for this WHPP. The City will work with the Wellhead Protection Consultant and MDH to amend this WHPP as necessary when additional high capacity wells are installed within or near the DWSMAs.

As discussed elsewhere in this Plan amendment, potential sources of contamination that could affect the source water aquifer were identified during the PCSI. These potential contaminant sources include wells, potential Class V well locations, storage tanks, chemical storage locations, spill locations, and brownfield sites classified as potential contaminant source properties (see Appendix C). Table 3 indicates there is one well completed in the source water aquifer within the IWMZ around one of the City's water supply wells. This well is at Ramsey Fire Station No. 2. Since the City maintains control over this well manages it appropriately the risk to the nearby water supply well associated with the fire station well is classified as moderate. No other potential contaminant source entities were identified in the IWMZs during the PCIS work. A small number of the identified potential contaminant source locations fall in the Emergency Response Zones (ERZs) around the municipal wells (Table 3).

The entities in the various potential contaminant source categories are regulated and tracked by State or Federal programs. The lack of City jurisdiction over the potential contaminant source entities poses a potential problem for protection of the source water aquifer. However, the jurisdictional issues also provide the City of Ramsey with an opportunity to develop working relationships with State agencies that regulate and track the potential contaminant source entities. Therefore, the City will work with the appropriate State programs, to the extent practicable, to address the potential contaminant sources within the DWSMAs.

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Ramsey is a member of the Anoka County Municipal Wellhead Protection Group (ACMWPG). As such, the City has the opportunity to work with surrounding communities and Anoka County to protect the source water aquifer, when mutually beneficial. Anoka County provides household hazardous waste management services to residents to help prevent residential pollution of source water aquifers.

Ramsey has plans and policies in place for managing growth of the City, the allowable land uses, water supplies, and wells. Policies identified in these plans will help protect the City's source water aquifer.

5.1.2 Groundwater Quality

Ramsey has always placed a high priority on the safety of the municipal water supply system. In order to safeguard the municipal water supply system, Ramsey strictly limits access to their wells and associated infrastructure to Ramsey staff.

Groundwater pumped from the source water aquifers by the Ramsey wells is currently free of pathogens and disease-causing organisms. In addition, no contaminants have been reported in water samples from the Ramsey wells at concentrations that exceed applicable Federal and state health-related standards and the water Ramsey supplies to its customers currently meets or exceeds the water quality requirements of the Federal Safe Drinking Water Act as documented in the City's Annual Drinking Water Quality Reports. The 2018 Drinking Water Report is presented in Appendix D and can also be accessed via the City's website at http://www.ci.ramsey.mn.us/Archive.aspx?AMID=38 along with reports from previous years.

As discussed in Appendix C, potential contaminant sources identified in the Ramsey DWSMAs include wells, potential Class V well locations, storage tanks, chemical storage locations, spill locations, and brownfield sites classified as potential contaminant source properties. Table 3 provides a summary of the numbers of these potential contaminant sources identified in the DWSMAs during development of this Plan amendment. Development of this Plan amendment provides Ramsey with an opportunity to prepare and implement a program to track potential contaminant source locations within the DWSMAs and educate the public regarding source water protection.

5.1.3 DWSMAs

Current land uses in the Ramsey DWSMAs that cover more than one percent of the area in the DWSMAs include Residential of various types, Undeveloped land, Park/Recreational/Preserve, Retail and Other Commercial, Agricultural, Major Highways, and Open Water. As indicated in Table 1, Ramsey Wells 1, 2, 3, 4, 5 and 8 are classified as vulnerable to contamination. The vulnerability to contamination of the portion of the source water aquifers encompassed by the DWSMAs is classified as Moderate. Current and future land uses could potentially affect the management strategies for Ramsey's DWSMAs.

As noted above, the City is a member of the ACMWPG. The ACMWPG is an advisory group that includes Ramsey along with neighboring public water suppliers. The members work together to address and collaborate on common elements of wellhead protection plans.

No other issues, problems, or opportunities, beyond those discussed herein, have been identified regarding land uses in the DWSMAs.

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Information gathered for this WHPP amendment provides the City with the basis for tracking potential contaminant sources within the DWSMAs. Thus, the City has an opportunity to catalog and track potential contaminant sources and stay informed of land use changes or potential future threats to the source water aquifers.

The presence of privately owned wells within the DWSMAs provides potential pathways for contaminants to reach the source water aquifer if they are not properly constructed, maintained, or, if unused, properly sealed. Locations of wells identified within the DWSMAs during the PCSI are shown in Appendix C.

5.2 Issues, Problems, and Opportunities Disclosed at Public Meetings and in Written Comments

At the beginning of this wellhead protection planning process, the City of Ramsey sent a notification to surrounding local units of government of its intention to initiate work on an amendment to its wellhead and source water protection plan. After approval by the MDH in January 2019 (MDH, 2019a), Ramsey sent information on the WHPAs, DWSMAs, and aquifer and well vulnerability to the local units of government whose jurisdictions overlay some portion of the Ramsey DWSMAs.

The City held a public information meeting on March 19, 2019 to receive comments from the general public regarding Part 1 of the WHPP amendment. The local units of government whose jurisdictions overlay the DWSMAs were notified of the public information meeting. No comments on the Part 1 Wellhead Protection Plan were received from the local units of government or the general public at the Public Information Meeting.

Commented [JG1]: City reviewers please confirm this is the case. If comments were received a the meeting please provide documentation.

As required by the Wellhead Protection Rules, the City provided local units of government whose jurisdictions overlap the DWSMAs a copy of the draft Part 2 Wellhead Protection Plan amendment. Written comments were received from _____. Copies of the written comments received from the local units of government are presented in Appendix E. ****NOTE TO REVIEWERS: This paragraph will be updated as appropriate at the end of the LGU comment period****

The City held a Public Hearing on the WHPP amendment at the September 24, 2019 Ramsey City Council Meeting. The local units of government whose jurisdictions overlap the DWSMAs were notified of the Public Hearing date, time, and location. No comments on the WHPP amendment were received at the public hearing.****NOTE TO REVIEWERS: This paragraph will be updated if necessary after the public hearing and before the plan is submitted to the MDH for approval****

5.3 Issues, Problems, and Opportunities Related to the Data Elements

Beginning with the delineation of WHPAs and DWSMAs (i.e., Part 1 of the WHPP) and continuing in this document, the required data elements have been addressed. As discussed in Appendix C, available local and regional information was used in compiling and assessing the data elements. Ramsey intends to continue collecting data from the municipal wells as well as other applicable information from public data sources, as it becomes available, during the life of this Plan. At a minimum, this Plan will be

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revised/updated in ten years, as required by the Wellhead Protection Rules, or as directed by the MDH. Each time this Plan is revised/updated the most recent and accurate data available will be used.

5.4 Issues, Problems, and Opportunities Related to Local, State, and Federal Programs and Regulations

The State of Minnesota and local units of government currently enforce land use ordinances, zoning laws, sewer ordinances, well permitting regulations, and groundwater appropriation permit regulations. Ramsey will work to promote the use of best management practices, (e.g., via the ACMWPG) for potential contaminant source properties within the DWSMAs. It is anticipated that local issues will be adequately addressed through these existing processes and adoption of best management practices.

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6.0 Wellhead Protection Goals

In accordance with Minnesota Rules chapter 4720.5240, this section discusses the goals for present and future water use and land use to provide a framework for WHPP objectives and related actions.

Goals presented in this section were selected based on the information gathered and compiled from the data elements, delineations of the WHPAs and DWSMAs, results of the vulnerability assessments, results of the PCSI, expected future land and water uses, identified issues, problems, and opportunities, and evaluation of this information.

Through the years, the City has met water demands with a sufficient and safe water supply. Ramsey intends to continue providing a safe water supply to its customers into the future by implementing this WHPP. Implementation of this WHPP will help ensure that the City will meet this goal.

As shown in Table 1, Ramsey Wells 1, 2, 3, 4, 5, and 8 are classified as being vulnerable to contamination. The aquifer vulnerability is classified as Moderate throughout both DWSMAs (Figure 1). The goals and objectives of this WHPP will focus on reducing the potential contaminant pathways to the source water aquifer that may be provided by private wells, educating property owners and water supply users, and working with the neighboring jurisdictions, to the extent practicable, to ensure proper management of the portion of the East DWSMA the lies outside the Ramsey city limits.

Ramsey has identified the following goals for implementation of this WHPP:

- The City will work to maintain or improve the current level of water quality so that the municipal water supply will continue to meet or exceed all applicable state and federal water quality standards.
- Work with other cities in the ACMWPG to protect the source water aquifer.
- The City will provide information and promote activities that protect the source water aquifer that provides water to the municipal system. This will include increasing public awareness of the Wellhead and Source Water Protection Program and groundwater-related issues, and management of the identified potential contaminant sources within the DWSMAs.
- The City will continue to collect data to support future wellhead and source water protection efforts.

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7.0 Objectives and Plans of Action

In accordance with Minnesota Rules chapter 4720.5250, this section discusses the objectives and plans of action to goals for Ramsey's Wellhead and Source Water Protection Program.

7.1 Establishing Priorities

Within the DWSMAs, the vulnerability to contamination of the source water aquifer from which the City of Ramsey wells draw their water is classified as Moderate. The April 4, 2019 Scoping 2 Decision Notice from the MDH required Ramsey to conduct a PCSI to identify potential contaminant source locations in the DWSMAs. Potential contaminant sources identified in the DWSMAs include:

- Above-ground and underground storage tanks
- Leaking underground storage tank (LUST) sites
- Potential Class V well locations
- Chemical storage locations
- Spills/potential contamination sites
- Wells

The number of each type of potential contaminant source in the DWSMAs is shown in Table 3.

The City of Ramsey has identified the objectives and corresponding actions described in the following sections for accomplishing the wellhead and source water protection goals discussed above in Section 6. These goals for the City of Ramsey's Wellhead and Source Water Protection Program will be achieved through the following existing and planned programs:

- Wells
    - Promoting proper management of existing active wells in the DWSMAs
    - Encouraging the proper sealing of all unused wells within the DWSMAs
    - Identification of new high capacity wells in or near the DWSMAs
- Potential contaminant source properties
    - Notifying owners of potential Class V well properties of requirements related to Class V wells
    - Encouraging proper handling of chemicals/wastes
    - Encouraging proper operation and maintenance of storage tanks
    - Tracking the status of identified brownfields sites in the DWSMAs
    - Updating information on potential contaminant sources in the DWSMAs as new locations are identified. This will include obtaining information on potential contaminant sources in the DWSMAs from the regulating agencies to maintain an up-to-date potential contaminant source database for the DWSMAs and allow timely recognition of potential issues that could affect the Ramsey municipal water supply or DWSMAs.

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- Public education
    - Distribution of the Ramsey Annual Water Quality Report for the water supply system,
    - Posting Wellhead Protection Program information on the City of Ramsey website (http://www.ci.ramsey.mn.us/) and provide a link to the ACMWPG's *Know the Flow* website (http://www.knowtheflow.us/) on the City's website,
    - Inclusion of wellhead and source water protection in the City's planning process,
- Continued data collection
    - Recording static and pumping water levels in the Ramsey water supply wells,
    - Monitoring water levels in the City's observation well network,
    - Collection of additional local geologic and hydrogeologic data as it becomes available from public sources or from City-sponsored projects.

7.2 Well Management

The well management objectives outlined in this section consist of promoting the proper sealing of any unused, unmaintained, damaged, or abandoned wells and promoting proper management of active wells within the DWSMAs.

7.2.1 Distribution of Well Operation and Maintenance Information

The MDH has developed a handbook of information on proper well construction, operation, and maintenance titled "Well Owner's Handbook – A Consumer's Guide to Water Wells in Minnesota". This handbook is available on the MDH website. Ramsey will attempt to provide the handbook information to all owners of active wells within the DWSMAs. To accomplish this, a link to the MDH website page where the handbook can be found will be added to the City's website and the City will attempt to notify well owners within the DWSMAs via mail that the information is available through the City's website. Ramsey staff will track the number of well owners to whom they provide information regarding the Well Owner's Handbook.

7.2.1.1 Source of Action

Ramsey staff will obtain the website information for the handbook from the MDH. City staff will then mail the website information to appropriate addresses within the DWSMAs, include a link to the MDH website on the City's website and in the City's *Ramsey Resident* newsletter, and have a copy of the handbook available in a publicly accessible location in the Ramsey City offices.

7.2.1.2 Cooperators

None.

7.2.1.3 Time Frame

Distribution of the information to owners of will be done within one year after approval of this WHPP.

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7.2.1.4 Estimated Cost

Approximately $500 - $1,000. Costs will include City staff time, mailer printing and postage costs, and handbook printing costs.

7.2.1.5 Goals Achieved

Through the MDH handbook, well owners will be educated concerning the proper operation and maintenance of wells. Proper operation and maintenance of wells will reduce the potential risk of these wells becoming pathways for contaminants to travel from the ground surface to the source water aquifer.

Success criterion: Notification of well owners in the DWSMAs by mail that information on the proper operation and maintenance of private wells is available through the City's website will be completed within one year of MDH approval of the WHPP and tracking of the number of well owners to whom the notification is sent.

7.2.2 Promote the Proper Sealing of Unused, Unmaintained, Damaged, or Abandoned Wells within the DWSMAs

City staff will promote the proper sealing of unused, privately owned wells within the DWSMAs. As indicated in Table 3, the highest priority will be placed on those wells that are completed in the source water aquifer from which the Ramsey municipal wells pump and areas under current and near term development.

Proper sealing of unused wells can be promoted by periodically mailing a reminder to owners of wells that unused wells should be properly sealed and/or by posting a reminder on the City's website, in the *Ramsey Resident* newsletter, and working with the ACMWPG to post reminders on the *Know the Flow* website. The reminder will include a notification of the low interest loan program available through Anoka County for the sealing of unused wells and a link to the section of the *Know the Flow* website that has information related to sealing of unused wells. Proper sealing of unused wells at properties on which new developments are built or as properties are redeveloped can be promoted as part of the City's development approval process.

7.2.2.1 Source of Action

City staff

7.2.2.2 Cooperators

ACMWPG

7.2.2.3 Time Frame

The first reminders to owners of wells identified as high priority will all occur within two years of approval of this Plan.

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7.2.2.4 Estimated Cost

Approximately $1,000-$2,000 for each well sealing reminder mailing event. City staff time and costs for preparing and mailing reminders to well owners and for preparing reminders to be included in the City's newsletter, on the City's website, or on the *Know the Flow* website.

7.2.2.5 Goals Achieved

As this action is implemented, the City's goal of eliminating potential pathways for contaminants to travel from the ground surface to the source water aquifer will be realized.

Success criterion: The first reminder distributed to well owners in the DWSMAs within two years of MDH approval of the WHPP and subsequent reminders distributed every three years thereafter for the life of the Plan and tracking of the number of reminders distributed.

7.2.3 Identify New High-Capacity Wells within or Near the DWSMAs

City staff will request the MDH to notify the City when requests for new high capacity wells within the Ramsey DWSMAs are received. City staff will also contact the MDNR to request that the City receive notification via MPARS when the MDNR receives requests for new high capacity wells or new or changed appropriations within the Ramsey DWSMAs. If necessary, assistance from the Wellhead Protection Consultant will be requested to assess whether the new high capacity wells or new appropriations may result in a change in the DWSMA boundaries.

7.2.3.1 Source of Action

City staff will contact the MDH and MDNR regarding notifications on new high capacity wells and new or changed appropriations in the Ramsey DWSMAs. City staff will also request, as needed, assistance from the Wellhead Protection Consultant and the MDH to evaluate whether proposed pumping (or changes to pumping) will change the boundaries of the DWSMAs delineated for Ramsey's wells.

7.2.3.2 Cooperators

MDH, MDNR, and, possibly, the Wellhead Protection Consultant

7.2.3.3 Time Frame

Request to the MDH and MDNR to set up notifications will be made within two years of Plan approval; evaluation of potential changes to the DWSMA boundaries as needed.

7.2.3.4 Estimated Cost

Approximately $3,000-$10,000 for each event of identifying new wells or changes to existing appropriations permits and evaluating how the changes may affect the DWSMA boundaries. City staff time and, potentially, Wellhead Protection Consultant time.

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7.2.3.5 Goals Achieved

As this action is implemented, the City's WHPA/DWSMA delineations will remain current. New well owners will also be identified and educational materials identified/developed as part of other well management strategies can be provided to these new well owners.

Success criterion: Bi-annual determination of whether there are new high capacity wells in or near the DWSMAs and if there have been any major changes in permitted appropriations for existing high capacity wells in or near the DWSMAs.

7.3 Potential Contaminant Source Properties

The management objectives outlined in this section consist of providing information to owners of potential Class V well properties, promoting proper operation of storage tanks, maintaining an up-to-date database of storage tank properties in the DWSMAs, promoting proper handling of chemicals and wastes, reduction of waste streams at potential contaminant source properties within the DWSMAs, and maintaining the Inner Wellhead Management Zone (IWMZ) around each well so that potential contaminants are prevented from entering the IWMZs.

7.3.1 Notification of Owners of Potential Class V Well Properties

During the PCSI, seven separate property parcels where Class V wells may be or may have been located were identified within the West DWSMA. The City will provide a fact sheet on Class V wells and reporting requirements to owners of properties with active businesses where Class V wells may be or may have been located. The fact sheet will describe what a Class V well is and the impacts such wells can have on groundwater quality.

7.3.1.1 Source of Action

City staff, perhaps with the assistance of the MDH, U.S. EPA, and/or Wellhead Protection Consultant, will obtain or prepare a packet that includes information on what constitutes a Class V well and what federal requirements are associated with Class V wells. City staff will mail the information packet to targeted property owners in the West DWSMA.

7.3.1.2 Cooperators

Potentially staff MDH, U.S. EPA, and the Wellhead Protection Consultant

7.3.1.3 Time Frame

Distribution of the information on Class V wells will occur within two years of approval of this Plan.

7.3.1.4 Estimated Cost

Approximately $1,000 to $2,000. Estimated costs include City staff time, printing and postage costs and, potentially, Wellhead Protection Consultant costs.

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7.3.1.5 Goals Achieved

Property owners will have information to determine if they own a Class V well and, if so, become aware of their responsibilities related to Class V wells. Compliance with the applicable regulations regarding Class V wells by the property owners will reduce the potential for groundwater contamination and impact to the source water aquifer.

Success criterion: Distribution of information according to the schedule outlined in section 7.3.1.3 and tracking of the number of information packets distributed.

7.3.2 Information for Registered Storage Tank Owners

The City, possibly with the assistance of the Wellhead Protection Consultant, will prepare and send a letter to owners of properties within the DWSMAs that have active registered storage tanks. The letter will not be sent to owners of properties for which available information indicates that the storage tanks have been removed. This letter will direct recipients to MPCA publications and guidance on proper operation and maintenance of storage tanks and include information on the City's Wellhead and Source Water Protection Program (the Program). Information in the letter will also be posted on the City's website. A copy of the letter will be available in a publically accessible location in City Hall.

7.3.2.1 Source of Action

City staff, possibly with the assistance of the Wellhead Protection Consultant, will prepare the letter to owners of targeted storage tank properties. City staff will also post information contained in the letter to the City's website.

7.3.2.2 Cooperators

Wellhead Protection Consultant, if needed

7.3.2.3 Time Frame

The letter will be sent to owners of properties in the DWSMAs where active tanks are located within two years of approval of this Plan. In addition, letters will be sent to property owners as new storage tanks are identified in the DWSMAs. A reminder letter will be sent to all targeted storage tank property owners in year seven of Plan implementation.

7.3.2.4 Estimated Cost

Approximately $1,200-$2,000. Estimated costs include City staff time, letter production and postage costs, and Wellhead Protection Consultant costs (as necessary).

7.3.2.5 Goals Achieved

Targeted property owners will be educated concerning the Wellhead and Source Water Protection program, on where to find information on proper operation and maintenance of storage tanks, and the requirements necessary to maintain a safe and secure system. Property owners will be encouraged to use best management practices regarding their storage tanks, and report any releases of contaminants to the City in addition to any other actions required by applicable regulations. Planned distribution of this letter

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provides the City the opportunity to heighten the awareness of wellhead and source water protection with these property owners.

Success criterion: Distribution of the letter to owners of active storage tanks completed according to the schedule outlined in section 7.3.2.3 and tracking of the number of letters distributed.

7.3.3 Tracking of Registered Storage Tanks

In year five of Plan implementation, the City will request from the MPCA, or direct the Wellhead Protection Consultant to request on behalf of the City, information on the status of registered storage tanks in the Ramsey DWSMAs. This information will allow the City to update the PCSI database and maintain current information regarding these potential contaminant sources in the DWSMAs. It is anticipated that this activity would also identify any new registered storage tanks in the DWSMAs. If necessary, the PCSI database will be updated to accurately reflect the number and status of registered storage tanks in the DWSMAs after the information is obtained from the MPCA.

7.3.3.1 Source of Action

City staff, or the Wellhead Protection Consultant on behalf of the City, will contact MPCA staff to obtain the information on the status of registered storage tanks.

7.3.3.2 Cooperators

MPCA and, possibly the Wellhead Protection Consultant.

7.3.3.3 Time Frame

Information will be requested from the MPCA in year five after approval of this Plan.

7.3.3.4 Estimated Cost

Approximately $1,000 - $2,000 for the review of new storage tank information and, if necessary, update of the PCSI database. Estimated costs include City staff time and Wellhead Protection Consultant time (as necessary). Costs may vary depending upon the number of new registered storage tank locations that must be added to the PCSI database.

7.3.3.5 Goals Achieved

By tracking the status of registered storage tanks within the DWSMAs, the City will remain aware of the current status of these potential contaminant sources. This will allow the City to identify potential impacts to the municipal water supply and give the City time to determine the best response to any potential impacts before the municipal water supply is compromised.

Success criterion: Submittal of request to the MPCA for information regarding the status of registered storage tanks in the DWSMAs per the schedule in section 7.3.3.3 and completion of any updates to the PCSI database necessitated by the new information.

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7.3.4 Information for Chemical Storage Properties

Through direct mail contact, the City will encourage the owners of the potential contaminant source properties associated with chemical storage within the West DWSMA to participate in self-audits of their chemical storage and waste generation and handling. The direct mail contact from the City will also encourage these businesses to request a site visit from the Minnesota Technical Assistance Program (MnTAP). MnTAP helps Minnesota businesses implement industry-tailored solutions that maximize resource efficiency, prevent pollution, and reduce costs to improve public health and the environment.

MnTAP helps Minnesota businesses protect the environment and stay competitive by providing practical alternatives to prevent pollution of land, air, and water. By reducing waste and increasing efficiency, businesses can save on disposal and raw material costs, decrease the regulatory compliance burden, and make working conditions healthier and safer for their employees.

7.3.4.1 Source of Action

City staff, perhaps with the assistance of the Wellhead Protection Consultant, will prepare and distribute the direct mail notice.

7.3.4.2 Cooperators

Wellhead Protection Consultant, potentially

7.3.4.3 Time Frame

Distribution of the direct mail notice will occur within two years of approval of this Plan. In year six of Plan implementation the direct mail notice will be sent to owners of any newly identified properties within the DWSMAs that are associated with chemical storage.

7.3.4.4 Estimated Cost

Costs for the preparation of the direct mail notice will include City staff time, printing, postage costs, and, potentially, Wellhead Protection Consultant costs and are estimated to be $800 to $1,800.

7.3.4.5 Goals Achieved

Business owners will become aware of issues related to their chemical storage and handling and learn of available assistance for identifying ways to minimize and properly dispose their waste.

Success criterion: Contact of property owners according to the schedule outlined in section 7.3.4.3.

7.3.5 Sites Where Contaminant Releases May Have Occurred

During the PCSI, locations of sites where contaminants may potentially be present were identified in the DWSMAs. All the sites are classified as brownfields sites by the MPCA. In year five of this Plan, City staff will request from the MPCA updates on the status of these properties, including information on any groundwater contamination associated with these sites. Information on any new brownfields sites in the DWSMAs will also be requested. Updated information received will be reviewed to determine if any additional actions related to protection of the City's water supply are warranted. The PCSI database will be

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updated as warranted. If necessary, the City will request assistance from the Wellhead Protection Consultant.

7.3.5.1 Source of Action

City staff

7.3.5.2 Cooperators

MPCA and, potentially, the Wellhead Protection Consultant

7.3.5.3 Time Frame

The request for updated data will be made in year five after approval of this Plan. If warranted, the PCSI database update would be completed following review of the updated data.

7.3.5.4 Estimated Cost

Approximately $500 to $1,500 for each data update. Estimated costs include City staff time and, if needed, Wellhead Protection Consultant costs.

7.3.5.5 Goals Achieved

The City will maintain current information on the status of the brownfields sites and any groundwater contamination associated with these sites.

Success criterion: Data update requests according to the schedule outlined in section 7.3.5.3.

7.3.6 Inner Wellhead Management Zone Management

The Inner Wellhead Management Zone (IWMZ) is defined in the Minnesota Rules as that area within a 200-foot radius of a public water supply well. The City will monitor setbacks in the IWMZs, possibly with the assistance of the MDH, to ensure that the IWMZ around each Ramsey municipal well remains free of potential contaminant sources. City staff will document each IWMZ inspection and any actions taken to remove potential contaminant sources from an IWMZ.

7.3.6.1 Source of Action

City staff

7.3.6.2 Cooperators

MDH

7.3.6.3 Time Frame

The monitoring of setbacks within the IWMZs will be every two years after approval of this Plan.

7.3.6.4 Estimated Cost

Costs for monitoring the IWMZ setbacks are estimated to be $1,500 for each evaluation of the IWMZs and include City staff time.

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7.3.6.5 Goals Achieved

By monitoring the IWMZ setbacks, Ramsey will be able to keep the IWMZ around each well free of potential contaminant sources and ensure that any new regulated activities will meet required setbacks.

Success criterion: Completion of IWMZ potential contaminant source inventories per the schedule in section 7.3.6.3 and keeping the IWMZs free of potential contaminant sources.

7.4 Transportation Corridors and Emergency Response

U.S. Highway 10 and County Roads 56, 83, and 116 cross the West DWSMA. State Highway 47 and County Road 116 cross the East DWSMA. The BNSF Railroad tracks cross the southern portion of the W est DWSMA. Contaminant spills in these major transportation corridors could, if not cleaned up in a timely matter, have the potential to adversely impact the City's water supply. Therefore, the Wellhead Protection Manager will establish communication and create awareness among Ramsey city staff about transportation corridor issues that may affect the public water supply and the procedures in place to address spills and prevent released contaminants from entering the municipal water supply. The Wellhead Protection Manager will work with the City's Emergency Manager to ensure that emergency procedures that will protect the municipal water supply are part of the City's emergency response program.

The Wellhead Protection Manager will also provide copies of the WHPP to the MPCA and BNSF Railroad.

7.4.1 Source of Action

City staff

7.4.2 Cooperators

None

7.4.3 Time Frame

The Wellhead Protection Manager will meet with the Emergency Manager within two years of approval of this Plan. Transmittal of the WHPP to the MPCA and BNSF Railroad will occur within one year after approval of this plan.

7.4.4 Estimated Cost

Costs for this action will include City staff time and production costs for WHPP copies. Estimated cost is $2,000 to $2,500.

7.4.5 Goals Achieved

The City's emergency responders will work with and assist County and State first responders in the handling of spills in transportation corridors to ensure, to the extent possible, released contaminants are prevented from entering the environment and, potentially, impacting the municipal water supply.

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The MPCA and BNSF Railroad will be educated regarding the boundaries of the Ramsey DWSMAs and the management actions that are planned.

Success criterion: Emergency responder and BNSF Railroad awareness of the City's DWSMAs.

7.5 General Public Education

Public education concerning the DWSMAs associated with the City's municipal wells will include: inclusion of Wellhead and Source Water Protection Program information in the City's *Ramsey Resident* newsletter, distribution of the Ramsey Annual Water Quality Report (aka, Consumer Confidence Report) to residents of Ramsey, providing information on the City of Ramsey website (http://www.ci.ramsey.mn.us/) and the *Know the Flow* website (http://www.knowtheflow.us/), and inclusion of wellhead and source water protection into the City's planning process. The *Know the Flow* website is a cooperative water resources management website established by the ACMWPG.

7.5.1 Wellhead Protection Information

The City will develop information regarding the Wellhead and Source Water Protection Program for inclusion in the City's *Ramsey Resident* newsletter. The newsletter is available to all City residents.

7.5.1.1 Source of Action

City staff will prepare information on wellhead protection for the City's newsletter one to two times per year. If necessary, the Wellhead Protection Consultant will be contacted for assistance in preparing this information for the newsletter. The newsletter is distributed to Ramsey residents and businesses six times per year and is available on the City's website.

7.5.1.2 Cooperators

City staff and, if necessary, the Wellhead Protection Consultant

7.5.1.3 Time Frame

One to two times per year beginning in year two after approval of this WHPP

7.5.1.4 Estimated Cost

Approximately $500 - $2,500 each time information is prepared for the newsletter. Costs will include City staff time for preparing the information, and costs for Wellhead Protection Consultant assistance (as needed).

7.5.1.5 Goals Achieved

The information in the newsletter will be intended to educate owners of properties within the DWSMAs, and the general public, about the City's Wellhead and Source Water Protection Program, groundwater protection principles, and steps that everyone can take to protect the City's municipal water supply.

Success criterion: At least annual distribution of information related to groundwater and wellhead protection via the City's newsletter per section 7.5.1.3.

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7.5.2 Drinking Water Quality Report

The City will continue to annually prepare and distribute the Annual Water Quality Report (aka, Consumer Confidence Report) to Ramsey residents. The report provides residents with information regarding the City's municipal water supply and its water quality.

7.5.2.1 Source of Action

City staff

7.5.2.2 Cooperators

None

7.5.2.3 Time Frame

Annually as required by Federal regulations

7.5.2.4 Estimated Cost

Costs include City staff time for preparation of the report and posting it on the City's website. Estimated annual cost for preparation of the report is $1,000 to $1,500.

7.5.2.5 Goals Achieved

The residents of Ramsey will become more aware of the Federal water quality requirements for public water supplies. Residents will also become more aware of the overall water quality of Ramsey's municipal water supply.

Success criterion: Annual publication/distribution of the Annual Water Quality Report.

7.5.3 City of Ramsey and *Know the Flow* Websites

The City will post information on the Wellhead and Source Water Protection Program on the City's website (http://www.ci.ramsey.mn.us/) and on the *Know the Flow* website (http://www.knowtheflow.us/). If necessary, the Wellhead Protection Consultant will be asked to assist with the preparation of information to be posted on the websites.

7.5.3.1 Source of Action

City staff

7.5.3.2 Cooperators

City staff, ACMWPG, and Wellhead Protection Consultant (as needed)

7.5.3.3 Time Frame

To begin in year two after approval of this WHPP. Information on the websites will be updated periodically thereafter.

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7.5.3.4 Estimated Cost

Approximately $500-$2,500. City staff time and, potentially, Wellhead Protection Consultant costs.

7.5.3.5 Goals Achieved

The residents of Ramsey will become more aware of wellhead and source water protection issues and the actions Ramsey is taking to protect the municipal water supply. Education of the residents should lead to a better awareness of pollution prevention among the City's population.

Success criterion: Posting of Wellhead and Source Water Protection Program information on the City and *Know the Flow* websites according to the schedule identified in section 7.5.3.3.

7.6 Inclusion of Wellhead and Source Water Protection in the Planning Process within the DWSMAs

Copies of this WHPP amendment will be supplied to the City's Planning and Development Department so that they are aware of the Wellhead Protection Program. The Wellhead Protection Manager will work with the Planning and Economic Development Departments to determine the best way to ensure that the City's planning and development process is consistent with the goals and objectives of this WHPP. Options that may be discussed could include developing checklists related to wellhead protection for use in the planning review process, development of guidelines (based on MDH guidance) regarding when to allow storm water control facilities in the DWSMAs, adjustments to zoning, amendments to the City Code, communication with other members of the ACMWPG regarding their efforts in this area, and available resources from Metropolitan Council.

7.6.1 Source of Action

City staff

7.6.2 Cooperators

ACMWPG, Metropolitan Council

7.6.3 Time Frame

The Wellhead Protection Manager and those responsible for City planning and economic development will determine, within two years of approval of this WHPP, how best to incorporate wellhead and source water protection into the City's development, zoning, and planning processes.

7.6.4 Estimated Cost

Approximately $3,000-$5,000. Costs to complete this task will include staff time to develop a process for including wellhead protection in the planning process and to review proposals that could affect the municipal wells and associated DWSMAs.

Success criterion: Implementation of a method for incorporating wellhead and source water protection into the City's development, zoning, and planning processes.

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7.6.5 Goals Achieved

Wellhead and source water protection will be incorporated into future planning efforts. Potential pollution risks to the source water aquifers will be reduced.

7.7 Data Collection

Ramsey will continue to collect and maintain local geologic and hydrogeologic data as it becomes available in order to improve and augment current information and to provide additional data for future revisions of this WHPP. The City will also continue to collect information on potential contaminant sources within the DWSMAs.

7.7.1 Monitoring Water Levels in Municipal Water Supply Wells and City Observation Wells

The City will continue to routinely measure the static and pumping water levels in the municipal water supply wells and the City's observation wells. These water levels will be measured per the methods and schedules identified in the City's draft Water Supply Plan (Ramsey, 2018a).

7.7.1.1 Source of Action

City staff

7.7.1.2 Cooperators

None.

7.7.1.3 Time Frame

Ongoing

7.7.1.4 Estimated Cost

Approximately $2,000-$4,000 annually

7.7.1.5 Goals Achieved

Routine collection of groundwater levels in the municipal wells and City observation wells will provide data for the evaluation of groundwater elevation trends over time.

Success criterion: Compilation of a long term groundwater elevation dataset that can be used to evaluate groundwater elevation trends in the source water aquifer.

7.7.2 Other Geologic and Hydrogeologic Data Collection

The City will attempt to collect local geologic and hydrogeologic data for the Ramsey area as it becomes available from other public sources or through City-sponsored projects. The City will also support, whenever possible, future data collection efforts by other governmental entities (e.g., MGS, MDH, MDA, MDNR, MPCA, Lower Rum River Watershed Management Organization, and Anoka County).

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7.7.2.1 Source of Action

City staff

7.7.2.2 Cooperators

State and Anoka County agencies conducting geologic and hydrogeologic studies, well drilling companies, Wellhead Protection Consultant, and others.

7.7.2.3 Time Frame

Ongoing beginning with approval of this WHPP.

7.7.2.4 Estimated Cost

Approximately $1,000 to $1,500 for compiling data from other public sources.

7.7.2.5 Goals Achieved

More accurate hydrogeologic data will be available for use in siting future wells and for future revisions of the delineated WHPAs and the DWSMAs for existing and proposed municipal wells. Updated and more accurate vulnerability assessments may be possible as a result of new information.

Success criterion: Compilation of a geologic/hydrogeologic dataset that can be used in the future.

7.7.3 Updating of the Groundwater Model Used in the WHPA Delineations

Any new local geologic and hydrogeologic data for the Ramsey area will be periodically reviewed to determine if the groundwater model used in the WHPA delineations will need to be updated. In addition, pumping from high capacity wells often changes over time. Changes in pumping from high capacity wells in or near the Ramsey DWSMAs could affect the DWSMA boundaries. Therefore, the City will work with the Wellhead Protection Consultant to review available information and determine if the groundwater flow model should be updated so that future WHPA/DWSMA delineations will be consistent with available information.

7.7.3.1 Source of Action

City staff

7.7.3.2 Cooperators

Wellhead Protection Consultant

7.7.3.3 Time Frame

Five to seven years after approval of this Plan

7.7.3.4 Estimated Cost

Approximately $1,000 to $5,000 depending upon the magnitude of the revisions needed to make the groundwater flow model consistent with the most current available information.

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7.7.3.5 Goals Achieved

The groundwater flow model used in the WHPA delineations will be consistent with available information. Since the groundwater flow model used to delineate the WHPAs will be consistent with current information updating of the WHPAs in the future can be done more efficiently.

Success criterion: An updated groundwater flow model that can be used for future updates to Part 1 of the City's WHPP.

7.7.4 Potential Contaminant Source Database

The City will periodically update the information on potential contaminant sources within the DWSMAs collected during the development of this WHPP, with the assistance of the Wellhead Protection consultant, if needed. The City will add information to the potential contaminant source database as additional potential contaminant source sites are identified or as sites are closed through working with the MPCA, the MDH, the MDNR, the U.S. EPA, and Anoka County. New information for the PCSI database will be obtained by contacting appropriate MPCA, MDH, MDNR, U.S. EPA, and County programs between years four and six of Plan implementation.

7.7.4.1 Source of Action

City staff.

7.7.4.2 Cooperators

MPCA, MDH, MDNR, U.S. EPA, Anoka County staff, and the Wellhead Protection Consultant, if needed.

7.7.4.3 Time Frame

Between years four and six after approval of this Plan.

7.7.4.4 Estimated Cost

Approximately $500-$2,500 that includes City staff time and, if needed, Wellhead Protection Consultant costs. Actual costs will depend upon the amount of new potential contaminant source location information that must be added to the potential contaminant source database (including location verification) and in any year could be higher than the estimated range shown.

7.7.4.5 Goals Achieved

This database will be a useful tool to track, catalog, and document the status of potential contaminant sources within the DWSMAs.

Success criterion: Maintaining an up to date potential contaminant source database.

7.7.5 Potential Contaminant Source Verification

Potential contaminant sources were identified within the DWSMAs during the PCSI. As part of the development of this WHPP, all locations of identified potential contaminant sources were verified by the Wellhead Protection Consultant to the extent possible based on the available data. Any new potential

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contaminant source locations identified during the implementation of this WHPP will be verified by the City with the assistance of the Wellhead Protection Consultant, if needed.

7.7.5.1 Source of Action

City staff.

7.7.5.2 Cooperators

City staff and the Wellhead Protection Consultant, if needed.

7.7.5.3 Time Frame

When new potential contaminant sources in the DWSMA are identified.

7.7.5.4 Estimated Cost

Approximately $500-$3,000. City staff time and Wellhead Protection Consultant costs, if needed. Actual costs will depend upon the number of new potential contaminant source locations that must be verified and in any update could be higher than the estimated range shown.

7.7.5.5 Goals Achieved

Verification of newly identified potential contaminant source locations within the DWSMAs will allow the City to remain in compliance with the requirements of the State of Minnesota's Wellhead and Source Water Protection Program. Verification of the newly identified locations will also ensure that the City uses the most accurate data on type and location of potential contaminant sources as implementation of this WHPP proceeds.

Success criterion: All potential contaminant source locations in the database are verified to the extent possible.

7.7.6 Tritium and Indicator Parameter Sampling

In the April 4, 2019 Scoping Decision Notice (MDH, 2019b), the MDH recommended that the City should sampling Wells 1, 3, 4, 6, and 7 for tritium and the indicator parameters ammonia, bromide, chloride, nitrate and nitrite, and sulfate. Tritium (^{3}H), a radioactive isotope of hydrogen, whose atmospheric concentrations rose in the 1950s and early 1960s due to atmospheric hydrogen bomb testing. It has been used extensively to date groundwater. Tritium activities peaked during atmospheric hydrogen bomb testing of the 1950s and 1960s, and values of ^{3}H in precipitation reached a maximum of approximately 10,000 TU (tritium units) in 1963 (Mazor, 2004). Natural production of ^{3}H in the upper atmosphere introduces approximately 5 TU to precipitation each year (Mazor, 2004). The presence of tritium at concentrations above 1 tritium unit in a groundwater sample indicates the presence of a significant fraction of post-1954 (i.e., recently infiltrated) water in the sample. The indicator parameters provide additional information on the rate at which an aquifer recharges and can also provide evidence of impacts to groundwater by human activities.

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Sampling of City wells for tritium and the indicator parameters at regular intervals will allow for tracking of concentrations over time. If concentrations of these monitoring parameters in a groundwater sample from a well are significantly higher than the concentrations in a previous sample from the same well it could be an indication that there is a pathway such as a leak in the well casing or an unused, unsealed well in the vicinity that allows water to move from the surface to the source water aquifer faster than before the pathway became available. The City will work with the MDH to sample Wells 1, 3, 4, 6, and 7 in year five after approval of this WHPP. Thereafter, the City will work with the MDH to sample the municipal wells for these parameters at least every 10 years. The City recognizes that, contingent on funding, the MDH will provide sample bottles and cover analytical costs but City staff may be required to perform the sample collection and ship samples to the MDH.

7.7.6.1 Source of Action

City staff

7.7.6.2 Cooperators

MDH

7.7.6.3 Time Frame

In year five after approval of this WHPP and then at least every 10 years thereafter.

7.7.6.4 Estimated Cost

At the time this plan was prepared, cities were not charged by the MDH for tritium and indicator parameter sampling and analysis.

7.7.6.5 Goals Achieved

Obtaining data to evaluate if pathways that allow for relatively rapid movement of water from the surface to the source water aquifers are present.

Success criterion: Collection of groundwater samples from the selected City wells and analysis of these samples for tritium and the indicator parameters on the schedule outlined in section 7.7.6.3.

7.7.7 Evaluation of Well 1 Casing

In the Part 1 WHPP amendment (MDH, 2018) it was noted that the tritium concentration in a groundwater sample collected from Well 1 in 2017 was higher than the tritium concentration in a sample collected from the well in 2006. The rise in tritium concentration could be an indication of a leak in the well casing. Therefore, the City will hire a well contractor to evaluate the condition of the casing during the next scheduled maintenance of the well.

7.7.7.1 Source of Action

City staff

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7.7.7.2 Cooperators

Well contractor

7.7.7.3 Time Frame

Next scheduled maintenance of Well 1

7.7.7.4 Estimated Cost

Approximately $10,000 to $15,000. The actual cost will depend on the level of effort required to determine if the casing is compromised.

7.7.7.5 Goals Achieved

Determining if the Well 1 casing is compromised and providing a pathway that allows for relatively rapid movement of water from the surface to the source water aquifers.

Success criterion: Evaluation of the Well 6 casing on the schedule outlined in section 7.7.7.3.

Commented [JG2]: NOTE TO CITY REVIEWERS: In the Part 1 WHPP amendment the MDH noted that the tritium concentration in samples from Well 1 rose from 1.6 in 2006 to 2.4 in 2017. Increasing tritium concentration (assuming there were no problems with the analyses) could indicate the casing is compromised. If maintenance has not been done on Well 1 (including a video inspection of the casing) hasn't been done since the 2017 tritium sampling I would recommend this be done. Including this management action would allow you to apply for a Source Water Implementation Grant from MDH to help pay for the Well maintenance. If this work has been done since 2017 and no holes were found in the casing then I would recommend not including this management action.

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8.0 Evaluation Program

Per Minnesota Rule 4720.5270, the progress in implementing a WHPP must be evaluated routinely to determine the effectiveness of the WHPP in terms of accomplishment of goals. Monitoring and evaluation measures to ensure effectiveness of the management strategies are detailed below.

Evaluation activities discussed in this WHPP amendment include the following:

- Track the implementation of the objectives, activities, and tasks discussed above in Section 7.0.
- Determine the effectiveness of specific management strategies for the protection of the Ramsey municipal water supply.
- Identify possible changes to the management strategies to improve overall effectiveness.
- Determine the adequacy of financial resources and staff availability to perform and implement the management strategies planned each year.
- Update the WHPP if new wells are added to the municipal water supply system.

The City of Ramsey will continue to cooperate with the MDH in the monitoring of the City's municipal water supply to determine if the management strategies presented in this WHPP are having a positive effect on water quality and to identify any water quality problems that may arise and need to be addressed.

The Ramsey Wellhead Protection Manager will strive to provide a report to the City Council every two years that summarizes the progress in implementing the management strategies and objectives in this WHPP. The report will be completed using the MDH Wellhead Protection Program Evaluation form (Appendix F). The City will retain a copy of the report in its Wellhead Protection file and send a copy of the report to the MDH Source Water Protection Unit in St. Paul. The intent of the biannual reports is to compile a comprehensive review of the implementation of the source water management strategies for use when the City updates or revises this WHPP. As specified by the Wellhead Protection Rules, this WHPP will be updated a minimum of every 10 years, or more often as required due to changes to the municipal water supply system.

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9.0 Alternative Water Supply Contingency Strategy

The purpose of a contingency plan is to establish, provide, and keep updated certain emergency response procedures and information for the public water supply, which may become vital in the event of a partial or total loss of public water supply services as a result of natural disaster, chemical contamination, civil disorder, or human-caused disruptions.

In 2008 the MDNR approved the City's Water Supply Plan that includes a water supply contingency strategy that would be implemented in the event of a water emergency. The City adopted the Water Supply Plan on April 1, 2009. Copies of the MDNR approval letter for the 2009 Water Supply Plan and the completed Certificate of Adoption for the Water Supply Plan that the City filed with the MDNR are presented in Appendix G.

The City had submitted a new Water Supply Plan (Ramsey, 2018) to the MDNR that addresses water emergencies and water conservation in December 2018. Once the new Water Supply Plan is approved by the MDNR and adopted by the City it will replace the plan that was adopted by the City in 2009 referenced above in this section. Since it has been more than 10 years since the City's adoption of the Water Supply Plan and it is not known when the MDNR will complete its review of the City's new Water Supply Plan, the Emergency Preparedness Procedures and Emergency Telephone List sections of the new Water Supply Plan are included in Appendix G and will be followed in until approval/adoption of the new Water Supply Plan. The City will provide documentation of MDNR approval and City adoption of the new Water Supply Plan to the MDH when available.

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10.0 References

Bolton & Menk (2017). Comprehensive Water System Study Update – In Coordination with 2040 Comprehensive Plan Update, prepared for City of Ramsey, September 2017.

City of Ramsey (Ramsey), 2018a. Draft City of Ramsey Local Water Supply Plan – Third Generation for 2018-2028, draft submitted to MDNR November 29, 2018.

City of Ramsey (Ramsey), 2018b. Draft Surface Water Management Plan, project 14-31, revised August 23, 2018.

Mazor, E. 2004. Chemical and Isotopic Groundwater Hydrology, 3rd ed., New York: Marcel Dekker Inc.

Metropolitan Council, 2015. 2015 System Statement – City of Ramsey, System Statement issue date September 17, 2015.

Minnesota Department of Health (MDH), 2018. Amendment to the Wellhead Protection Plan – Part 1: Delineation of the Wellhead Protection Area (WHPA), Drinking Water Supply Management Area (DWSMA) and Assessments of Well and DWSMA Vulnerability, prepared for the City of Ramsey, February 2018.

Minnesota Department of Health (MDH), 2017. Scoping Decision Notice No. 1 for the City of Ramsey, PWSID 1020035, for Amending the Wellhead Protection Plan, Letter from Amal Djerrari of the MDH to Bruce Westby of the City of Ramsey, May 10, 2017.

Minnesota Department of Health (MDH), 2019a. Letter from Amal M. Djerrari of the MDH to Bruce Westby of the City of Ramsey approving the Part 1 Wellhead Protection Plan Amendment, dated January 29, 2019.

Minnesota Department of Health (MDH), 2019b. Scoping 2 Decision Notice and Meeting Summary – City of Ramsey – PWSID 1020035, Letter from John Freitag of the MDH to Bruce Westby of the City of Ramsey, April 4, 2019.

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Tables

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Table 1

Municipal Well Construction Summary
City of Ramsey WHPP Amendment

Local Well ID	Unique Number	Use/ Status[1]	Casing Diameter (in.)	Casing Depth (ft.)	Well Depth (ft.)	Year Constructed	Aquifer	Well Vulnerability
1	161441	P	14	243	323	1984	CTCW	Vulnerable
2	416183	S	14	240	320	1987	CTCG	Vulnerable
3	580303	P	30 x 24	222	345	1997	CTCW	Vulnerable
4	580313	P	30 x 24	191	321	1998	CTCW	Vulnerable
5	593672	P	30 x 24	215	316	2000	CTCW	Vulnerable
6	706840	P	30 x 24	282	390	2005	CTCW	Not Vulnerable
7	743832	P	30 x 24	216	332	2007	CTCW	Not Vulnerable
8	743833	P	30 x 24	245	354	2007	CTCW	Vulnerable

[1] P = Primary
S = Seasonal

Aquifer Codes:
CTCG = Tunnel City Group
CTCW = Tunnel City Group-Wonewoc Sandstone

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Table 2

Annual Volume of Water Pumped
City of Ramsey WHPP Amendment

		Total Annual Withdrawal (gal/yr)				
Unique Number	**Well Name**	**2011**	**2012**	**2013**	**2014**	**2015**
161441	1	134,541,000	100,231,000	76,124,000	104,230,000	129,575,000
416183	2	116,,000	5,462,000	65,,000	45,,000	31,,000
580303	3	140,514,000	164,864,000	40,799,000	30,863,000	127,767,000
580313	4	58,523,000	62,362,000	123,903,000	194,032,000	118,314,000
593672	5	30,297,000	59,230,000	47,320,000	58,707,000	76,277,000
706840	6	120,120,000	138,082,000	106,876,000	119,842,000	122,664,000
743832	7	88,424,000	60,305,000	118,526,000	95,657,000	11,063,000
743833	8	117,421,000	29,151,000	74,060,000	57,914,000	14,744,000
	Totals	689,840,000	619,687,000	587,608,000	661,245,000	600,404,000

Source: City water use records, MPARS

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Table 3

Summary of Potential Sources of Contaminants and Assigned Management Priority
City of Ramsey WHPP Amendment

Potential Contaminant Source Category	Total Number in DWSMA[1]	Number Within IWMZ and Priority Assigned	Number Within ERZ and Priority Assigned	Number Within Remainder of the DWSMAs and Priority Assigned
Chemical Storage Sites: Non-Agricultural	2	MVZ - 0	MVZ - 0	MVZ - 2 (Low)
Class V Well Locations (CVMVW)	7	MVZ - 0	MVZ - 0	MVZ - 7 (Low)
Potential Contaminant Source Locations (Brownfield Sites)	6	MVZ - 0	MVZ - 0	MVZ - 6 (Low)
Spill Locations	9	MVZ - 0	MVZ - 0	MVZ - 9 (Low)
Leaking Tank Sites				
Closed	9	MVZ - 0	MVZ - 1 (Low)	MVZ - 8 (Low)
Registered Storage Tank Sites				
Status = Active	5	MVZ - 0	MVZ - 0	MVZ - 5 (Mod.)
Status = Inactive, Closed, Removed or Unknown	8	MVZ - 0	MVZ - 1 (Mod.)	MVZ - 7 (Low)
Wells (status = Active, Inactive, or Unknown)				
Completed in a source water aquifer	123[4]	MVZ - 1 (Mod.[2])	MVZ - 0	MVZ - 136 (High)
Not completed in or penetrating source water aquifer	93	MVZ - 0	MVZ - 0	MVZ - 79 (Mod.)

MVZ Moderate aquifer vulnerability zone
ERZ Emergency Response Zone: defined as portion of the WHPA within the 1-year groundwater time of travel area.
IWMZ Inner Wellhead Management Zone: defined in MR4720.5100 subpart 19 as the area within 200 feet of a public water supply well.
[1] Total number of each potential contaminant source type identified during the PCSI.
[2] Site is under City control so priority is set as moderate.
[3] Total number of wells does not include the eight Ramsey municipal water supply wells.
[4] For the purposes of this plan, wells for which the aquifer could not be determined were assumed to be completed in the source water aquifer.

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Table 4

High Capacity Wells Within One Mile of the DWSMAs
City of Ramsey

Map ID[1]	Unique ID	Status	Permittee	Use	Aquifer
183	773399	Active	Ramsey, City of	Landscaping/Athletic Field Irrigation	CTCG
122215	122215	Active	Marshall Concrete Products	Non-metallic Processing (rubber, plastic, glass, concrete)	CTCG
201178	201178	Active	City of Anoka	Municipal/Public Water Supply	CEMS
201182	201182	Active	City of Anoka	Municipal/Public Water Supply	CMTS
209269	209269	Active	City of Anoka	Golf Course Irrigation	QWTA
224625	224625	Active	City of Anoka	Municipal/Public Water Supply	CWMS
417499	417499	Active	Kurak, Thomas	Once-through Systems (HVAC)	CTCG
463025	463025	Active	MN Pollution Control Agency - St Paul	Pollution Containment	QWTA
463026	463026	Active	MN Pollution Control Agency - St Paul	Pollution Containment	QWTA
463027	463027	Active	MN Pollution Control Agency - St Paul	Pollution Containment	QWTA
463028	463028	Active	MN Pollution Control Agency - St Paul	Pollution Containment	QWTA
463029	463029	Active	MN Pollution Control Agency - St Paul	Pollution Containment	QWTA
463030	463030	Active	MN Pollution Control Agency - St Paul	Pollution Containment	QWTA
463031	463031	Active	MN Pollution Control Agency - St Paul	Pollution Containment	QWTA
463032	463032	Active	MN Pollution Control Agency - St Paul	Pollution Containment	QWTA
463033	463033	Active	MN Pollution Control Agency - St Paul	Pollution Containment	QWTA
463034	463034	Active	MN Pollution Control Agency - St Paul	Pollution Containment	QWTA
463035	463035	Active	MN Pollution Control Agency - St Paul	Pollution Containment	QWTA
463036	463036	Active	MN Pollution Control Agency - St Paul	Pollution Containment	QWTA
463037	463037	Active	MN Pollution Control Agency - St Paul	Pollution Containment	CSLT
463038	463038	Active	MN Pollution Control Agency - St Paul	Pollution Containment	CSLT
463039	463039	Active	MN Pollution Control Agency - St Paul	Pollution Containment	QBAA
463040	463040	Active	MN Pollution Control Agency - St Paul	Pollution Containment	QWTA
463041	463041	Active	MN Pollution Control Agency - St Paul	Pollution Containment	CSLT
463042	463042	Active	MN Pollution Control Agency - St Paul	Pollution Containment	CSLT
463043	463043	Active	MN Pollution Control Agency - St Paul	Pollution Containment	CSLT
463044	463044	Active	MN Pollution Control Agency - St Paul	Pollution Containment	CSLT
512754	512754	Active	Anoka-Hennepin ISD 11	Landscaping/Athletic Field Irrigation	CTCG
676405	676405	Active	City of Anoka	Municipal/Public Water Supply	CTCW

Table 4

High Capacity Wells Within One Mile of the DWSMAs
City of Ramsey

Map ID[1]	Unique ID	Status	Permittee	Use	Aquifer
785266	785266	Active	Nathe, Joseph	Agricultural Crop Irrigation	QWTA
792110	792110	Active	MN Pollution Control Agency - St Paul	Pollution Containment	QWTA

[1] Map ID refers to Figure 4

Aquifer Codes:
CEMS = Eau Claire Formation – Mt. Simon Sandstone
CSLT = St. Lawrence Formation – Tunnel City Group
CTCG = Tunnel City Group
CTCW = Tunnel City Group – Wonewoc Sandstone
CMTS = Mt. Simon Sandstone
CWMS = Wonewoc Sandstone – Mt. Simon Sandstone
CWON = Wonewoc Sandstone
QWTA = Quaternary Water Table Aquifer

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Figures

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A - Areas with a 1% annual chance of flooding and a 26% chance of flooding over the life of a 30-year mortgage. Because detailed analyses are not performed for such areas; no depths or base flood elevations are shown within these zones.

AE - The base floodplain where base flood elevations are provided. AE Zones are now used on new format FIRMs instead of A1-A30 Zones.

X - Area of minimal flood hazard, usually depicted on FIRMs as above the 500-year flood level. Zone C may have ponding and local drainage problems that don't warrant a detailed study or designation as base floodplain. Zone X is the area determined to be outside the 500-year flood and protected by levee from 100-year flood.

T32N R25W S17 · T32N R25W S16 · T32N R25W S15 · T32N R25W S14
T32N R25W S20 · T32N R25W S21 · T32N R25W S22 · T32N R25W S23 · T32N R25W S24
T32N R25W S29 · T32N R25W S28 · T32N R25W S27 · T32N R25W S26 · T32N R25W S25
T32N R25W S33 · T32N R25W S34 · T32N R25W S35 · T32N R25W S36
T120N R22W S4 · T120N R22W S9 · T120N R22W S10 · T120N R22W S11
T31N R25W S2 · T31N R25W S1

Jeglens Marsh · Ramsey · Grass · Unnamed (south portion) · Rum River · Mississippi River · Dayton · Anoka · Champlin

Anoka North DWSMA · Anoka Central DWSMA · Dayton 2 DWSMA · Anoka West DWSMA

Municipal Well
Railroad
PWI Watercourse
PWI Basin
Ramsey DWSMA
Nearby DWSMA
Emergency Response Area
Wellhead Protection Area
Municipal Boundary
PLS Section

FEMA Flood Zone

A
AE
X

Aquifer Vulnerability

Moderate

2 - Municipal Well Location PCSI ID (PCSI ID refers to Table C-3)

0 1,000 2,000
Feet

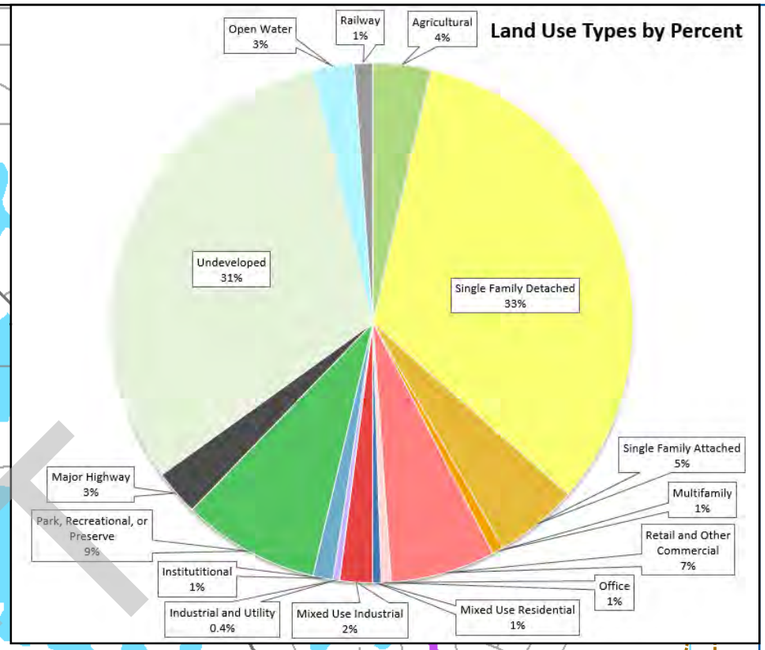
Image Source: FSA (2017)

MUNICIPAL WELLS, DWSMA, AND VULNERABILITY
Part 2 WHPP Amendment
City of Ramsey
Anoka County, MN

FIGURE 1

BARR

Barr Footer: ArcGIS 10.6.1, 2019-07-08 11:43 File: I:\Projects\23\02\10811\Maps\Reports\WHPPII_2019\Fig01 Municipal Wells_DWSMA and Vulnerability.mxd User: JJL2



Municipal Well

Ramsey DWSMA

Property Boundary

Municipal Boundary

Current Land Use*

- Single Family Detached
- Single Family Attached
- Multifamily
- Retail and Other Commercial
- Office
- Mixed Use Residential
- Mixed Use Industrial
- Industrial and Utility
- Institutional
- Park, Recreational or Preserve
- Major Highway
- Railway
- Agricultural
- Undeveloped
- Water

* Land Use Data (Met Council 2016 Generalized Land Use)

2 - Municipal Well Location PCSI ID (PCSI ID refers to Table C-3)

N

0 1,000 2,000

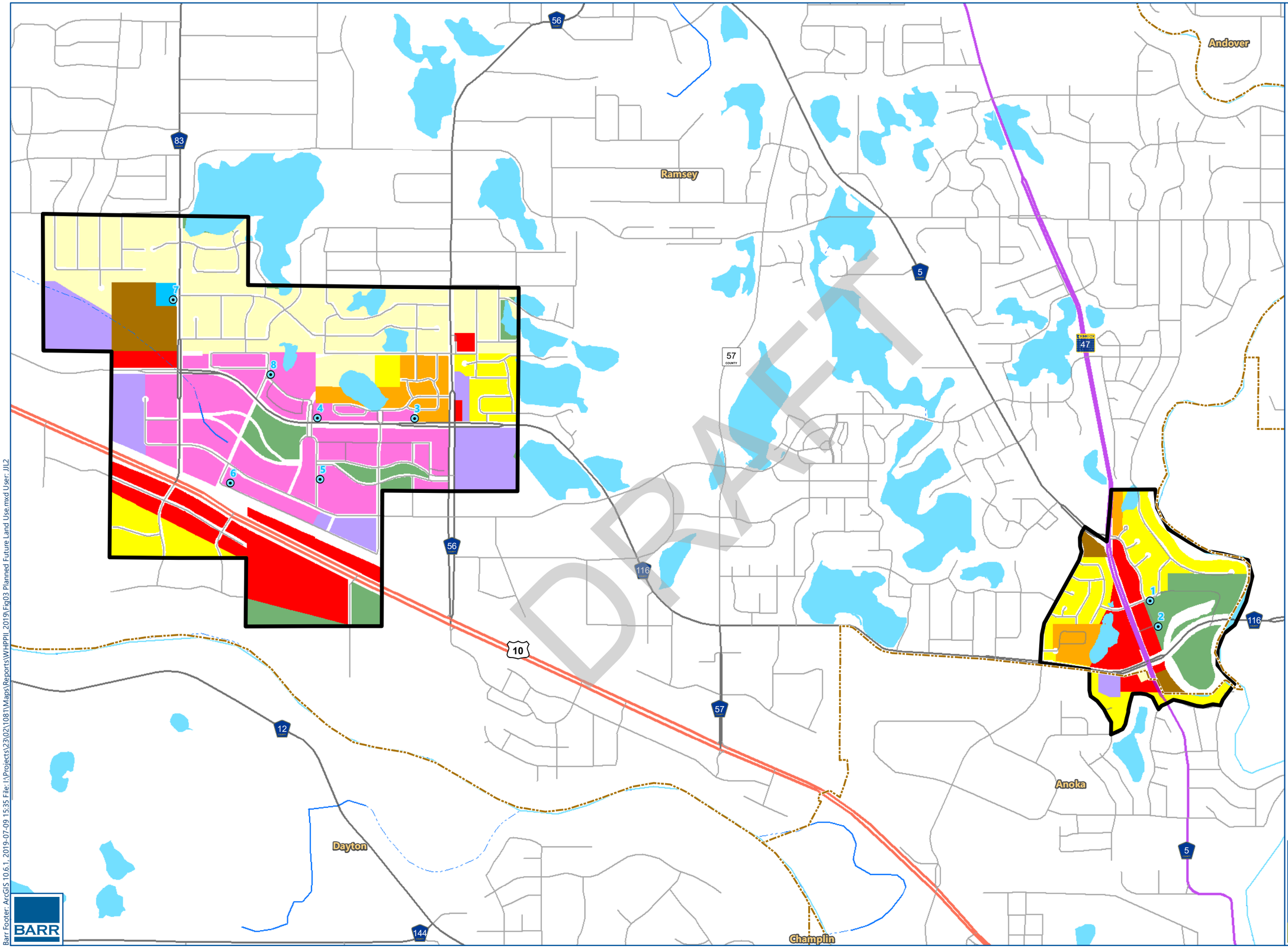
Feet

CURRENT LAND USE
Part 2 WHPP Amendment
City of Ramsey
Anoka County, MN

FIGURE 2

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Barr Footer: ArcGIS 10.6.1, 2019-07-03 12:47 File: I:\Projects\23\02\1081\Maps\Reports\WHPPII 2019\Fig02 Current Land Use.mxd User: JJL2


Municipal Well
Ramsey DWSMA
Municipal Boundary
Planned Future Land Use (2040)*
Business Park
Closed Landfill
Commercial
HDR
LDR
MDR
MU
Office Park
Park
Public
Rural Developing
Rural Preserve
* Planned future land use shown within Ramsey provided by City of Ramsey. Planned future land use shown within Anoka provided by the Metropolitan Council 2030 generalized planned land use dataset.
2 - Municipal Well Location PCSI ID (PCSI ID refers to Table C-3)
0
1,000
2,000
Feet
Ramsey
Andover
Anoka
Dayton
Champlin
DRAFT
PLANNED FUTURE LAND USE
Part 2 WHPP Amendment
City of Ramsey
Anoka County, MN
FIGURE 3
BARR
Barr Footer: ArcGIS 10.6.1, 2019-07-09 15:35 File: I:\Projects\23\0021\081\Maps\Reports\WHPPII_2019\Fig03 Planned Future Land Use.mxd User: JJL2

Permitted Water Appropriations (MPARS) Within 1 Mile of DWSMA

- Agricultural Crop Irrigation
- Golf Course Irrigation
- Landscaping/Athletic Field Irrigation
- Municipal/Public Water Supply
- Non-metallic Processing (rubber, plastic, glass, concrete)
- Once-through Systems (HVAC)
- Pollution Containment
- Ramsey DWSMA
- Municipal Boundary

Aquifer Vulnerability

- Moderate

463042 - MPARS Location PCSI ID (PCSI ID refers to Table C-9)

0 1,000 2,000
Feet

HIGH CAPACITY WELLS WITHIN ONE MILE OF THE DWSMA
Part 2 WHPP Amendment
City of Ramsey
Anoka County, MN

FIGURE 4

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Barr Footer: ArcGIS 10.6, 2019-05-31 09:42, File: I:\Projects\23\02\1081\Maps\Reports\WHPPIL 2019\Fig04 High Capacity Wells within One Mile of the DWSMA.mxd User: jjl2

Appendix A

MDH Well Records

Unique No. 00161441
County Name Anoka

MINNESOTA DEPARTMENT OF HEALTH

WELL AND BORING RECORD

Minnesota Statutes Chapter 1031

Update Date 2014/08/18
Entry Date 1991/04/15

Township Name	Township	Range	Dir	Section	Subsection
	32	25	W	25	DCCAAC

Well Depth		Depth Completed		Date Well Completed
448	ft.	323	ft.	1984/11/09

Well Name RAMSEY 1

Drilling Method Non-specified Rotary

Drilling Fluid

Well Hydrofractured? ☐ Yes ☐ No
From ft. to ft.

Well Owner's Name RAMSEY 1

RAMSEY MN 55303

Use community supply(municipal)

Contact's Name CITY OF RAMSEY
15153 NOWTHEN NW BL
RAMSEY MN 55303

Casing **Drive Shoe?** ☐ Yes ☐ N

Hole Diameter
in. to 243 ft
in. to 323 ft

Casing Diameter **Weight(lbs/ft)**
14 in. to 243 ft 54.57

GEOLOGICAL MATERIAL	COLOR	HARDNESS	FROM	TO
DRIFT	BROW	MEDIUM	0	206
FRANCONIA	GREE	SOFT	206	234
IRONTON-GALESVILLE FOR	BRN/W	SOFT	234	323
IRONTON-GALESVLLE FOR	BRN/W	SOFT	323	396
IRONTON-GALESVILLE FOR	BRN/W	SOFT	396	430
EAU CLAIRE FORMATION			430	448

Screen N
Make Type

Open Hole From 243 ft. to 323 ft.

Static Water Level 9.5 ft. from Land surface Date 1984/11/07

PUMPING LEVEL (below land surface)
24 ft. after 24 hrs. pumping 500 g.p.m.

Well Head Completion
Pitless adapter mfr Model
Casing Protection ☑ 12 in. above grade
☐ At-grade(Environmental Wells and Borings ONLY)

Grouting Information Well grouted? ☑ Yes ☐ No

Material	From	To (ft.)	Amount(yds/bags)	
G	0	243	10	Y

Nearest Known Source of Contamination
2000 ft. direction E type BOW
Well disinfected upon completion? ☐ Yes ☐ No

Pump ☑ Not Installed Date Installed N
Mfr name
Model HP Volts
Drop Pipe Length ft. Capacity g.p.m
Type

Any not in use and not sealed well(s) on property? ☐ Yes ☐ No

Was a variance granted from the MDH for this Well? ☐ Yes ☐ No

REMARKS, ELEVATION, SOURCE OF DATA, etc.

M.G.S. NO.2127.

TEST HOLE FOR WELL WAS GAMMA LOGGED TO 448 FT. ON 9-26-84.

SAMPLES ARE OF A POOR QUALITY; A LOT OF DRIFT CONTAMINATION.

USGS Quad: Anoka Elevation 860
Aquifer: CTCG Alt Id: 85-6005

Well CONTRACTOR CERTIFICATION Lic. Or Reg. No. 27058
License Business Name
Name of Driller NUBBE, D.

Report Copy

Unique No. 00161441

County Name Anoka

MINNESOTA DEPARTMENT OF HEALTH

WELL AND BORING RECORD

Minnesota Statutes Chapter 1031

Update Date 2014/08/18

Entry Date 1991/04/15

Township Name	Township	Range	Dir	Section	Subsection	Well Depth		Depth Completed		Date Well Completed
	32	25	W	25	DCCAAC	448	ft.	323	ft.	1984/11/09

Well Name RAMSEY 1 **Lic. Or Reg. No.** 27058 **Name of Driller** NUBBE, D.

USGS Quad Anoka **Elevation** 860 **Aquifer** CTCG **Alternative Id** 85-6005

GEOLOGICAL MATERIAL	COLOR	HARDNESS	FROM	TO	STRAT	LITH PRIM	LITH SEC	LITH MINOR
DRIFT	BROWN	MEDIUM	0	206	QUUU	DRFT		
QUUU = Quaternary deposit	DRFT = drift							
FRANCONIA	GREEN	SOFT	206	234	CSTL	SLSN	DLMT	
CSTL = St.Lawrence Formation	SLSN = siltstone				DLMT = dolomite			
IRONTON-GALESVILLE FORMATIONS	BRN/WHT	SOFT	234	323	CTCG	SNDS	SHLE	DLMT
CTCG = Tunnel City Group	SNDS = sandstone				SHLE = shale		DLMT = dolomite	
IRONTON-GALESVLLE FORMATIONS	BRN/WHT	SOFT	323	396	CTCG	SNDS	SHLE	DLMT
CTCG = Tunnel City Group	SNDS = sandstone				SHLE = shale		DLMT = dolomite	
IRONTON-GALESVILLE FORMATIONS	BRN/WHT	SOFT	396	430	CWOC	SNDS		
CWOC = Wonewoc Sandstone	SNDS = sandstone							
EAU CLAIRE FORMATION			430	448	CECR	SHLE	SNDS	
CECR = Eau Claire Formation	SHLE = shale				SNDS = sandstone			

Unique No. 00416183

County Name Anoka

MINNESOTA DEPARTMENT OF HEALTH
WELL AND BORING RECORD
Minnesota Statutes Chapter 1031

Update Date 2019/06/04

Entry Date 1991/04/15

Township Name	Township	Range	Dir	Section	Subsection
	32	25	W	36	ABABBB

Well Depth		Depth Completed		Date Well Completed
320	ft.	320	ft.	1987/03/23

Well Name RAMSEY 2

Drilling Method Non-specified Rotary

Contact's Name CITY OF RAMSEY
15153 NOWTHEN NW BL
RAMSEY MN 55303

Drilling Fluid

Well Hydrofractured? ☐ Yes ☐ No
From ft. to ft.

Well Owner's Name RAMSEY 2

RAMSEY MN 55303

Use community supply(municipal)

Casing **Drive Shoe?** ☑ Yes ☐ N

Hole Diameter
in. to 320 ft

Casing Diameter **Weight(lbs/ft)**
14 in. to 240 ft 54.57

GEOLOGICAL MATERIAL	COLOR	HARDNESS	FROM	TO
CLAY	BROW		0	2
CLAY, GRAVEL & SAND	BROW		2	20
GRAVEL & SAND	DK. BR		20	68
GRAVEL & CLAY	DK. BR		68	92
CLAY & GRAVEL	BROW		92	136
SANDSTONE & SHALE	GRN/B		136	150
SANDSTONE & SHALE	GRN/B		150	170
SHALE & SANDSTONE	BLU/G		170	190
SANDSTONE & SHALE	VARIE		190	198
SANDSTONE & SHALE	VARIE		198	220
SANDSTONE & SHALE	VARIE		220	226
SANDSTONE & SHALE	TAN/BL		226	236
SANDSTONE & SHALE	TAN/BL		236	282
SANDSTONE & SHALE	TAN/BL		282	305
SHALE & SANDSTONE	GRN/B		305	320

Screen N

Open Hole From 240 ft. to 320 ft.

Make Type

Static Water Level 9.5 ft. from Land surface Date 1987/03/23

PUMPING LEVEL (below land surface)
47.9 ft. after hrs. pumping 490 g.p.m.

Well Head Completion
Pitless adapter mfr BAKER Model
Casing Protection ☑ 12 in. above grade
☐ At-grade(Environmental Wells and Borings ONLY)

Grouting Information Well grouted? ☑ Yes ☐ No

Material	From	To (ft.)	Amount(yds/bags)	
G	0	239	216	S

Nearest Known Source of Contamination
ft. direction type
Well disinfected upon completion? ☑ Yes ☐ No

Pump ☐ Not Installed Date Installed Y
Mfr name GRUNDFOS
Model SP75-4 HP 25 Volts 480
Drop Pipe Length 52 ft. Capacity 350 g.p.m
Type S

Any not in use and not sealed well(s) on property? ☐ Yes ☐ No

Was a variance granted from the MDH for this Well? ☐ Yes ☐ No

REMARKS, ELEVATION, SOURCE OF DATA, etc.

GAMMA LOGGED 11-24-1986. M.G.S. NO. 2593.

USGS Quad: Anoka Elevation 863
Aquifer: CTCG Alt Id: 85-6005

Well CONTRACTOR CERTIFICATION Lic. Or Reg. No. 71015
License Business Name
Name of Driller HEISEL, M.

Report Copy

Unique No. 00416183
County Name Anoka

MINNESOTA DEPARTMENT OF HEALTH

WELL AND BORING RECORD

Minnesota Statutes Chapter 1031

Update Date 2019/06/04
Entry Date 1991/04/15

Township Name	Township	Range	Dir	Section	Subsection	Well Depth		Depth Completed		Date Well Completed
	32	25	W	36	ABABBB	320	ft.	320	ft.	1987/03/23

Well Name RAMSEY 2 **Lic. Or Reg. No.** 71015 **Name of Driller** HEISEL, M.

USGS Quad Anoka **Elevation** 863 **Aquifer** CTCG **Alternative Id** 85-6005

GEOLOGICAL MATERIAL	COLOR	HARDNESS	FROM	TO	STRAT	LITH PRIM	LITH SEC	LITH MINOR
CLAY	BROWN		0	2	RUUB	SOIL	ORGD	CLAY
RUUB = Recent deposit-brown	SOIL = soil			ORGD = organic deposits			CLAY = clay	
CLAY, GRAVEL & SAND	BROWN		2	20	QPUB	CLAY	GRVL	SAND
QPUB = pebbly sand/silt/clay-brown	CLAY = clay			GRVL = gravel			SAND = sand	
GRAVEL & SAND	DK. BRN		20	68	QHUB	GRVL	SAND	
QHUB = sand +larger-brown	GRVL = gravel			SAND = sand				
GRAVEL & CLAY	DK. BRN		68	92	QPUB	GRVL	CLAY	
QPUB = pebbly sand/silt/clay-brown	GRVL = gravel			CLAY = clay				
CLAY & GRAVEL	BROWN		92	136	QPUB	CLAY	GRVL	
QPUB = pebbly sand/silt/clay-brown	CLAY = clay			GRVL = gravel				
SANDSTONE & SHALE	GRN/BLU		136	150	QUUU	SAND	CLAY	BLDR
QUUU = Quaternary deposit	SAND = sand			CLAY = clay			BLDR = boulder	
SANDSTONE & SHALE	GRN/BLU		150	170	CJDN	SNDS		
CJDN = Jordan Sandstone	SNDS = sandstone							
SHALE & SANDSTONE	BLU/GRN		170	190	CJDN	SNDS		
CJDN = Jordan Sandstone	SNDS = sandstone							
SANDSTONE & SHALE	VARIED		190	198	CJDN	SNDS		
CJDN = Jordan Sandstone	SNDS = sandstone							
SANDSTONE & SHALE	VARIED		198	220	CJDN	SNDS	SLSN	
CJDN = Jordan Sandstone	SNDS = sandstone			SLSN = siltstone				
SANDSTONE & SHALE	VARIED		220	226	CSTL	SNDS	SHLE	DLMT
CSTL = St.Lawrence Formation	SNDS = sandstone			SHLE = shale			DLMT = dolomite	
SANDSTONE & SHALE	TAN/BLU		226	236	CSTL	DLMT	SLSN	
CSTL = St.Lawrence Formation	DLMT = dolomite			SLSN = siltstone				
SANDSTONE & SHALE	TAN/BLU		236	282	CTCG	SNDS	SHLE	DLMT
CTCG = Tunnel City Group	SNDS = sandstone			SHLE = shale			DLMT = dolomite	
SANDSTONE & SHALE	TAN/BLU		282	305	CTCG	SNDS	SHLE	DLMT
CTCG = Tunnel City Group	SNDS = sandstone			SHLE = shale			DLMT = dolomite	

Unique No. 00416183

County Name Anoka

MINNESOTA DEPARTMENT OF HEALTH

WELL AND BORING RECORD

Minnesota Statutes Chapter 1031

Update Date 2019/06/04

Entry Date 1991/04/15

Township Name	Township	Range	Dir	Section	Subsection	Well Depth		Depth Completed		Date Well Completed
	32	25	W	36	ABABBB	320	ft.	320	ft.	1987/03/23

Well Name RAMSEY 2 **Lic. Or Reg. No.** 71015 **Name of Driller** HEISEL, M.

USGS Quad Anoka **Elevation** 863 **Aquifer** CTCG **Alternative Id** 85-6005

GEOLOGICAL MATERIAL	COLOR	HARDNESS	FROM	TO	STRAT	LITH PRIM	LITH SEC	LITH MINOR
SHALE & SANDSTONE	GRN/BRN		305	320	CTCG	SNDS	SHLE	DLMT

CTCG = Tunnel City Group SNDS = sandstone SHLE = shale DLMT = dolomite

Unique No. 00580303

County Name Anoka

MINNESOTA DEPARTMENT OF HEALTH
WELL AND BORING RECORD
Minnesota Statutes Chapter 1031

Update Date 2019/06/04

Entry Date 1997/05/09

Township Name	Township	Range	Dir	Section	Subsection
	32	25	W	28	AACDDA

Well Depth		Depth Completed		Date Well Completed
345	ft.	345	ft.	1997/02/25

Well Name RAMSEY 3

Drilling Method Cable Tool

Well Owner's Name RAMSEY 3
7301 INDUSTRY NW AV
RAMSEY MN 55303

Drilling Fluid Bentonite

Well Hydrofractured? ☐ Yes ☐ No
From ft. to ft.

Use community supply(municipal)

Contact's Name CITY OF RAMSEY
15153 RAMSEY NW BL
RAMSEY MN 55303

Casing **Drive Shoe?** ☐ Yes ☐ N

Hole Diameter
0 in. to 222 ft
0 in. to 345 ft

Casing Diameter **Weight(lbs/ft)**
30 in. to 165 ft 118.6
24 in. to 222 ft 94.6

GEOLOGICAL MATERIAL	COLOR	HARDNESS	FROM	TO
SAND	BROW	MEDIUM	0	48
CLAY & ROCKS	BROW	MEDIUM	48	66
SAND/GRAVEL/ROCKS	BROW	MEDIUM	66	87
SANDY CLAY	BROW	MEDIUM	87	121
GRAVEL/ROCKS	BROW	MEDIUM	121	153
CLAY	GRAY	MEDIUM	153	188
FRANCONIA SANDSTONE	GRN/G	MEDIUM	188	290
IRONTON GALESVILLE	TAN/B	MEDIUM	290	335
IRONTON GALESVILLE	TAN/B	MEDIUM	335	345

Screen N

Open Hole From 222 ft. to 345 ft.

Make Type

Static Water Level 26 ft. from Land surface Date 1997/03/21

PUMPING LEVEL (below land surface)
93.1 ft. after 7 hrs. pumping 1875 g.p.m.

Well Head Completion
Pitless adapter mfr Model
Casing Protection ☑ 12 in. above grade
☐ At-grade(Environmental Wells and Borings ONLY)

Grouting Information Well grouted? ☑ Yes ☐ No

Material	From	To (ft.)	Amount(yds/bags)	
G	0	218	20.3	Y

Nearest Known Source of Contamination
ft. direction type
Well disinfected upon completion? ☑ Yes ☐ No

Pump ☐ Not Installed Date Installed Y
Mfr name AMERICAN TURBINE
Model 12-H-150-4 HP 125 Volts 480
Drop Pipe Length 120 ft. Capacity E+03 g.p.m
Type T

Any not in use and not sealed well(s) on property? ☐ Yes ☑ No

Was a variance granted from the MDH for this Well? ☐ Yes ☑ No

REMARKS, ELEVATION, SOURCE OF DATA, etc.

M.G.S. NO. 3744.

GAMMA LOGGED 10-3-1996 BY GEOSPHERE MIDWEST.

USGS Quad: Anoka Elevation 878
Aquifer: CTCE Alt Id: 85-6005

Well CONTRACTOR CERTIFICATION Lic. Or Reg. No. 71015
License Business Name
Name of Driller COX, A.

Report Copy

Unique No. 00580303

County Name Anoka

MINNESOTA DEPARTMENT OF HEALTH

WELL AND BORING RECORD

Minnesota Statutes Chapter 1031

Update Date 2019/06/04

Entry Date 1997/05/09

Township Name	Township	Range	Dir	Section	Subsection	Well Depth		Depth Completed		Date Well Completed
	32	25	W	28	AACDDA	345	ft.	345	ft.	1997/02/25

Well Name RAMSEY 3 **Lic. Or Reg. No.** 71015 **Name of Driller** COX, A.

USGS Quad Anoka **Elevation** 878 **Aquifer** CTCE **Alternative Id** 85-6005

GEOLOGICAL MATERIAL	COLOR	HARDNESS	FROM	TO	STRAT	LITH PRIM	LITH SEC	LITH MINOR
SAND	BROWN	MEDIUM	0	48	QFUB	SAND		
QFUB = sand-brown	SAND = sand							
CLAY & ROCKS	BROWN	MEDIUM	48	66	QPUB	CLAY	COBL	
QPUB = pebbly sand/silt/clay-brown	CLAY = clay			COBL = cobble				
SAND/GRAVEL/ROCKS	BROWN	MEDIUM	66	87	QHUB	SAND	GRVL	COBL
QHUB = sand +larger-brown	SAND = sand			GRVL = gravel			COBL = cobble	
SANDY CLAY	BROWN	MEDIUM	87	121	QLUB	CLAY	SAND	
QLUB = clay+sand-brown	CLAY = clay			SAND = sand				
GRAVEL/ROCKS	BROWN	MEDIUM	121	153	QGUB	GRVL	COBL	
QGUB = gravel (+larger)-brown	GRVL = gravel			COBL = cobble				
CLAY	GRAY	MEDIUM	153	188	QCUG	CLAY		
QCUG = clay-gray	CLAY = clay							
FRANCONIA SANDSTONE	GRN/GRY	MEDIUM	188	290	CTCG	SNDS	SHLE	DLMT
CTCG = Tunnel City Group	SNDS = sandstone			SHLE = shale			DLMT = dolomite	
IRONTON GALESVILLE	TAN/BRN	MEDIUM	290	335	CWOC	SNDS		
CWOC = Wonewoc Sandstone	SNDS = sandstone							
IRONTON GALESVILLE	TAN/BRN	MEDIUM	335	345	CECR	SNDS	SHLE	
CECR = Eau Claire Formation	SNDS = sandstone			SHLE = shale				

Unique No. 00580313

County Name Anoka

MINNESOTA DEPARTMENT OF HEALTH
WELL AND BORING RECORD
Minnesota Statutes Chapter 1031

Update Date 2014/08/18

Entry Date 2000/03/20

Township Name	Township	Range	Dir	Section	Subsection
	32	25	W	28	ABCCCC

Well Depth		Depth Completed		Date Well Completed
321	ft.	321	ft.	1998/04/29

Well Name RAMSEY 4

Drilling Method Cable Tool

Well Owner's Name RAMSEY 4
7601 INDUSTRY NW AV
RAMSEY MN 55303

Drilling Fluid
Water

Well Hydrofractured? ☐ Yes ☐ No
From ft. to ft.

Contact's Name CITY OF RAMSEY
15153 RAMSEY NW BL
RAMSEY MN 55303

Use community supply(municipal)

Casing **Drive Shoe?** ☑ Yes ☐ N

Hole Diameter
in. to 191 ft
in. to 321 ft

Casing Diameter **Weight(lbs/ft)**
30 in. to 137 ft 118.65
24 in. to 191 ft 94.62

GEOLOGICAL MATERIAL	COLOR	HARDNESS	FROM	TO
SAND	BLACK	SOFT	0	5
SAND & GRAVEL	BROW	MEDIUM	5	36
SANDY CLAY AND ROCKS	BROW	MEDIUM	36	39
GRAVEL AND ROCKS	BROW	MEDIUM	39	45
SANDY CLAY AND ROCKS	BROW	MEDIUM	45	55
SAND AND GRAVEL	BROW	MEDIUM	55	70
SANDY CLAY AND GRAVEL	BROW	HARD	70	120
GRAVEL & SANDSTONE	BRN/R	MEDIUM	120	126
SANDSTONE AND SHALE	TAN/R	HARD	126	165
SANDSTONE AND SHALE	BLU/G	HARD	165	275
SANDSTONE AND SHALE	WHITE	MED-HRD	275	292
SHALE	BROW	HARD	292	296
SANDSTONE	WHITE	MEDIUM	296	321
SHALE	BLU/G	HARD	321	321

Screen N

Open Hole From 191 ft. to 321 ft.

Make

Type

Static Water Level 18 ft. from Land surface Date 1998/04/15

PUMPING LEVEL (below land surface)
118 ft. after 48 hrs. pumping 2300 g.p.m.

Well Head Completion
Pitless adapter mfr Model
Casing Protection ☑ 12 in. above grade
☐ At-grade(Environmental Wells and Borings ONLY)

Grouting Information Well grouted? ☑ Yes ☐ No

Material	From	To (ft.)	Amount(yds/bags)	
G	0	191	15	Y

Nearest Known Source of Contamination
50 ft. direction SW type O
Well disinfected upon completion? ☐ Yes ☐ No

Pump ☑ Not Installed Date Installed N
Mfr name
Model HP Volts
Drop Pipe Length ft. Capacity g.p.m
Type

Any not in use and not sealed well(s) on property? ☑ Yes ☐ No

Was a variance granted from the MDH for this Well? ☐ Yes ☑ No

USGS Quad: Anoka Elevation 873
Aquifer: CTCW Alt Id: 85-6005

Well CONTRACTOR CERTIFICATION Lic. Or Reg. No. 71701
License Business Name
Name of Driller MCALPINE, J.

Report Copy

HE-01205-06 (Rev. 9/96)

Unique No. 00580313

County Name Anoka

MINNESOTA DEPARTMENT OF HEALTH
WELL AND BORING RECORD
Minnesota Statutes Chapter 1031

Update Date 2014/08/18

Entry Date 2000/03/20

Township Name	Township	Range	Dir	Section	Subsection	Well Depth		Depth Completed		Date Well Completed
	32	25	W	28	ABCCCC	321	ft.	321	ft.	1998/04/29

Well Name RAMSEY 4 **Lic. Or Reg. No.** 71701 **Name of Driller** MCALPINE, J.

USGS Quad Anoka **Elevation** 873 **Aquifer** CTCW **Alternative Id** 85-6005

GEOLOGICAL MATERIAL	COLOR	HARDNESS	FROM	TO	STRAT	LITH PRIM	LITH SEC	LITH MINOR
SAND	BLACK	SOFT	0	5	QFUB	SAND		
QFUB = sand-brown	SAND = sand							
SAND & GRAVEL	BROWN	MEDIUM	5	36	QHUB	SAND	GRVL	
QHUB = sand +larger-brown	SAND = sand				GRVL = gravel			
SANDY CLAY AND ROCKS	BROWN	MEDIUM	36	39	QPUB	CLAY	COBL	SAND
QPUB = pebbly sand/silt/clay-brown	CLAY = clay				COBL = cobble		SAND = sand	
GRAVEL AND ROCKS	BROWN	MEDIUM	39	45	QGUB	GRVL	COBL	
QGUB = gravel (+larger)-brown	GRVL = gravel				COBL = cobble			
SANDY CLAY AND ROCKS	BROWN	MEDIUM	45	55	QPUB	CLAY	COBL	SAND
QPUB = pebbly sand/silt/clay-brown	CLAY = clay				COBL = cobble		SAND = sand	
SAND AND GRAVEL	BROWN	MEDIUM	55	70	QHUB	SAND	GRVL	
QHUB = sand +larger-brown	SAND = sand				GRVL = gravel			
SANDY CLAY AND GRAVEL	BROWN	HARD	70	120	QPUB	CLAY	GRVL	SAND
QPUB = pebbly sand/silt/clay-brown	CLAY = clay				GRVL = gravel		SAND = sand	
GRAVEL & SANDSTONE	BRN/RED	MEDIUM	120	126	CTCG	SNDS	SHLE	DLMT
CTCG = Tunnel City Group	SNDS = sandstone				SHLE = shale		DLMT = dolomite	
SANDSTONE AND SHALE	TAN/RED	HARD	126	165	CTCG	SNDS	SHLE	DLMT
CTCG = Tunnel City Group	SNDS = sandstone				SHLE = shale		DLMT = dolomite	
SANDSTONE AND SHALE	BLU/GRN	HARD	165	275	CTCG	SNDS	SHLE	DLMT
CTCG = Tunnel City Group	SNDS = sandstone				SHLE = shale		DLMT = dolomite	
SANDSTONE AND SHALE	WHITE	MED-HRD	275	292	CWOC	SNDS		
CWOC = Wonewoc Sandstone	SNDS = sandstone							
SHALE	BROWN	HARD	292	296	CWOC	SNDS		
CWOC = Wonewoc Sandstone	SNDS = sandstone							
SANDSTONE	WHITE	MEDIUM	296	321	CWOC	SNDS		
CWOC = Wonewoc Sandstone	SNDS = sandstone							
SHALE	BLU/GRN	HARD	321	321	CECR	SHLE	SNDS	
CECR = Eau Claire Formation	SHLE = shale				SNDS = sandstone			

Unique No. 00593672

County Name Anoka

MINNESOTA DEPARTMENT OF HEALTH
WELL AND BORING RECORD
Minnesota Statutes Chapter 1031

Update Date 2014/08/18

Entry Date 2001/06/06

Township Name	Township	Range	Dir	Section	Subsection
	32	25	W	28	ACCCBD

Well Depth		Depth Completed		Date Well Completed
316	ft.	316	ft.	2000/10/10

Well Name RAMSEY 5

Drilling Method Cable Tool

Contact's Name CITY OF RAMSEY
15153 RAMSEY NW BL
RAMSEY MN 55303

Drilling Fluid Bentonite

Well Hydrofractured? ☐ Yes ☐ No
From ft. to ft.

Well Owner's Name RAMSEY 5
7500 116 CR
RAMSEY MN 55303

Use community supply(municipal)

Casing **Drive Shoe?** ☑ Yes ☐ N

Hole Diameter
in. to 316 ft

Casing Diameter **Weight(lbs/ft)**
30 in. to 178 ft 118.55
24 in. to 215 ft 94.6

GEOLOGICAL MATERIAL	COLOR	HARDNESS	FROM	TO
SAND & GRAVEL	BROW	SOFT	0	60
SAND, CLAY, ROCKS	BROW	HARD	60	165
GRAVEL/ ROCKS	BROW	HARD	165	172
FRANCONIA	GRN/B	MEDIUM	172	175
FRANCONIA	GRN/B	MEDIUM	175	264
IRONTON/ GALES	GRY/B	MEDIUM	264	276
IRONTON/ GALES	GRY/G	HARD	276	316

Screen N
Make Type

Open Hole From 210 ft. to 316 ft.

Static Water Level 24 ft. from Land surface Date 2000/09/26

PUMPING LEVEL (below land surface)
139.3 ft. after 9 hrs. pumping 1000 g.p.m.

Well Head Completion
Pitless adapter mfr Model
Casing Protection ☑ 12 in. above grade
☐ At-grade(Environmental Wells and Borings ONLY)

Grouting Information Well grouted? ☑ Yes ☐ No

Material	From	To (ft.)	Amount(yds/bags)	
G	0	210	15	Y

Nearest Known Source of Contamination
2500 ft. direction E type SDF
Well disinfected upon completion? ☑ Yes ☐ No

Pump ☑ Not Installed Date Installed N
Mfr name
Model HP Volts
Drop Pipe Length ft. Capacity g.p.m
Type

Any not in use and not sealed well(s) on property? ☐ Yes ☑ No

Was a variance granted from the MDH for this Well? ☐ Yes ☑ No

REMARKS, ELEVATION, SOURCE OF DATA, etc.

M.G.S. NO. 4052.

GAMMA LOGGED 8-24-2000.

USGS Quad: Anoka Elevation 869
Aquifer: CTCW Alt Id: 1020035S06

Well CONTRACTOR CERTIFICATION Lic. Or Reg. No. 71015
License Business Name
Name of Driller COX, A.

Report Copy

HE-01205-06 (Rev. 9/96)

Unique No. 00593672

County Name Anoka

MINNESOTA DEPARTMENT OF HEALTH

WELL AND BORING RECORD

Minnesota Statutes Chapter 1031

Update Date 2014/08/18

Entry Date 2001/06/06

Township Name	Township	Range	Dir	Section	Subsection	Well Depth		Depth Completed		Date Well Completed
	32	25	W	28	ACCCBD	316	ft.	316	ft.	2000/10/10

Well Name RAMSEY 5 **Lic. Or Reg. No.** 71015 **Name of Driller** COX, A.

USGS Quad Anoka **Elevation** 869 **Aquifer** CTCW **Alternative Id** 1020035S06

GEOLOGICAL MATERIAL	COLOR	HARDNESS	FROM	TO	STRAT	LITH PRIM	LITH SEC	LITH MINOR
SAND & GRAVEL	BROWN	SOFT	0	60	QHUB	SAND	GRVL	
QHUB = sand +larger-brown	SAND = sand			GRVL = gravel				
SAND, CLAY, ROCKS	BROWN	HARD	60	165	QPUB	SAND	CLAY	COBL
QPUB = pebbly sand/silt/clay-brown	SAND = sand			CLAY = clay			COBL = cobble	
GRAVEL/ ROCKS	BROWN	HARD	165	172	QGUB	GRVL	COBL	
QGUB = gravel (+larger)-brown	GRVL = gravel			COBL = cobble				
FRANCONIA	GRN/BRN	MEDIUM	172	175	QUUB	DRFT		
QUUB = Quat. deposit-brown	DRFT = drift							
FRANCONIA	GRN/BLU	MEDIUM	175	264	CTCG	SNDS	SHLE	DLMT
CTCG = Tunnel City Group	SNDS = sandstone			SHLE = shale			DLMT = dolomite	
IRONTON/ GALES	GRY/BRN	MEDIUM	264	276	CWOC	SNDS		
CWOC = Wonewoc Sandstone	SNDS = sandstone							
IRONTON/ GALES	GRY/GRN	HARD	276	316	CWOC	SNDS		
CWOC = Wonewoc Sandstone	SNDS = sandstone							

Unique No. 00706840

County Name Anoka

MINNESOTA DEPARTMENT OF HEALTH
WELL AND BORING RECORD
Minnesota Statutes Chapter 1031

Update Date 2015/04/16

Entry Date 2006/01/25

Township Name	Township	Range	Dir	Section	Subsection
	32	25	W	28	BCDCDA

Well Depth		Depth Completed		Date Well Completed
390	ft.	390	ft.	2005/08/10

Well Name RAMSEY 6

Drilling Method Cable Tool

Well Owner's Name
7849 CIVIC CENTER DR
RAMSEY MN

Drilling Fluid
Bentonite

Well Hydrofractured? ☐ Yes ☐ No
From ft. to ft.

Use community supply(municipal)

Contact's Name CITY OF RAMSEY - OLSEN, BRIAN
15153 NORTHERN NW BL 763-433-9825
RAMSEY MN 55303

Casing **Drive Shoe?** ☑ Yes ☐ N

Hole Diameter
in. to 374 ft
in. to 390 ft

Casing Diameter **Weight(lbs/ft)**
30 in. to 178 ft 118.65
24 in. to 282 ft 94.6

GEOLOGICAL MATERIAL	COLOR	HARDNESS	FROM	TO
SAND	BROW	SOFT	0	27
SAND & GRAVEL	GRY/R	MEDIUM	27	60
SANDY CLAY & ROCKS	GRAY	HARD	60	101
SAND/CLAY/GRAVEL	TAN	M.HARD	101	123
FINE SAND/GRAVEL	TAN	HARD	123	170
ST LAWRENCE	BLU/G	M.HARD	170	200
FRANCONIA	GRN/B	M.HARD	200	337
IRONTON GALESVILLE	WHITE	M.HARD	337	385

Screen N
Make Type

Open Hole From 282 ft. to 390 ft.

Static Water Level 37 ft. from Land surface Date 2005/04/26

PUMPING LEVEL (below land surface)
147.28 ft. after 8 hrs. pumping 990 g.p.m.

Well Head Completion
Pitless adapter mfr BAKER Model 9.5PS2426
Casing Protection ☑ 12 in. above grade
☐ At-grade(Environmental Wells and Borings ONLY)

Grouting Information Well grouted? ☑ Yes ☐ No

Material	From	To (ft.)	Amount(yds/bags)	
G		282	110	Y

Nearest Known Source of Contamination
114 ft. direction S type SEW
Well disinfected upon completion? ☐ Yes ☐ No

Pump ☐ Not Installed Date Installed
Mfr name GOULDS
Model .12MC-6 HP 150 Volts 460
Drop Pipe Length 100 ft. Capacity E+03 g.p.m
Type S

Any not in use and not sealed well(s) on property? ☐ Yes ☑ No

Was a variance granted from the MDH for this Well? ☐ Yes ☑ No

REMARKS, ELEVATION, SOURCE OF DATA, etc.

GAMMA LOGGED 2-15-2005. M.G.S. NO. 4498. LOGGED BY JIM TRAEN.

USGS Quad: Anoka Elevation 873
Aquifer: CTCW Alt Id: 4498

Well CONTRACTOR CERTIFICATION Lic. Or Reg. No. 71015
License Business Name
Name of Driller COLBURN, S.

Report Copy

HE-01205-06 (Rev. 9/96)

Unique No. 00706840

County Name Anoka

MINNESOTA DEPARTMENT OF HEALTH

WELL AND BORING RECORD

Minnesota Statutes Chapter 1031

Update Date 2015/04/16

Entry Date 2006/01/25

Township Name	Township	Range	Dir	Section	Subsection	Well Depth		Depth Completed		Date Well Completed
	32	25	W	28	BCDCDA	390	ft.	390	ft.	2005/08/10

Well Name RAMSEY 6 **Lic. Or Reg. No.** 71015 **Name of Driller** COLBURN, S.

USGS Quad Anoka **Elevation** 873 **Aquifer** CTCW **Alternative Id** 4498

GEOLOGICAL MATERIAL	COLOR	HARDNESS	FROM	TO	STRAT	LITH PRIM	LITH SEC	LITH MINOR
SAND	BROWN	SOFT	0	27	QFUB	SAND		
QFUB = sand-brown	SAND = sand							
SAND & GRAVEL	GRY/RED	MEDIUM	27	60	QHUU	SAND	GRVL	
QHUU = sand +larger	SAND = sand			GRVL = gravel				
SANDY CLAY & ROCKS	GRAY	HARD	60	101	QPUB	CLAY	SAND	COBL
QPUB = pebbly sand/silt/clay-brown	CLAY = clay			SAND = sand			COBL = cobble	
SAND/CLAY/GRAVEL	TAN	M.HARD	101	123	QPUB	SAND	CLAY	GRVL
QPUB = pebbly sand/silt/clay-brown	SAND = sand			CLAY = clay			GRVL = gravel	
FINE SAND/GRAVEL	TAN	HARD	123	170	QHUB	SAND	GRVL	
QHUB = sand +larger-brown	SAND = sand			GRVL = gravel				
ST LAWRENCE	BLU/GRN	M.HARD	170	200	CSTL	DLMT	SLSN	
CSTL = St.Lawrence Formation	DLMT = dolomite			SLSN = siltstone				
FRANCONIA	GRN/BLU	M.HARD	200	337	CTCG	SNDS	SHLE	DLMT
CTCG = Tunnel City Group	SNDS = sandstone			SHLE = shale			DLMT = dolomite	
IRONTON GALESVILLE	WHITE	M.HARD	337	385	CWOC	SNDS		
CWOC = Wonewoc Sandstone	SNDS = sandstone							

Unique No. 00743832

County Name Anoka

MINNESOTA DEPARTMENT OF HEALTH
WELL AND BORING RECORD
Minnesota Statutes Chapter 1031

Update Date 2015/04/16

Entry Date 2007/01/12

Township Name	Township	Range	Dir	Section	Subsection
	32	25	W	20	DDAADC

Well Depth 332 ft. **Depth Completed** 332 ft. **Date Well Completed** 2007/05/20

Well Name RAMSEY 7

Drilling Method Cable Tool

Contact's Name CITY OF RAMSEY
7550 SUNWOOD DR
RAMSEY MN 55303

Drilling Fluid Bentonite

Well Hydrofractured? ☐ Yes ☑ No
From ft. to ft.

Well Owner's Name RAMSEY 7
15030 ARMSTRONG BL
RAMSEY MN 55303

Use community supply(municipal)

Casing **Drive Shoe?** ☑ Yes ☐ N

Hole Diameter
in. to 332 ft

Casing Diameter **Weight(lbs/ft)**
30 in. to 122 ft 118.65
24 in. to 216 ft 94.6

GEOLOGICAL MATERIAL	COLOR	HARDNESS	FROM	TO
SAND	BROW	SOFT	0	18
SAND & GRAVEL	GRY/R	MEDIUM	18	57
SANDY CLAY/ROCKS	GRAY	HARD	57	113
ST. LAWRENCE SANDSTON	BLU/G	M.HARD	113	123
FRANCONIA SANDSTONE	TAN/G	HARD	123	180
FRANCONIA SHALE	TAN/G	M.HARD	180	264
IRONTON GALESVILLE	GRY/G	MEDIUM	264	312
EAU CLAIRE TRANSITION	GRAY	HARD	312	332

Screen N **Open Hole** From 210 ft. to 332 ft.

Make Type

Static Water Level 25 ft. from Land surface Date 2007/03/19

PUMPING LEVEL (below land surface)
159.9 ft. after 8 hrs. pumping 1100 g.p.m.

Well Head Completion
Pitless adapter mfr BAKER Model 9.5PS2426
Casing Protection Y ☑ 12 in. above grade
☐ At-grade(Environmental Wells and Borings ONLY)

Grouting Information Well grouted? ☑ Yes ☐ No

Material	From	To (ft.)	Amount(yds/bags)	
G		210	25	Y

Nearest Known Source of Contamination
114 ft. direction S type SEW
Well disinfected upon completion? ☑ Yes ☐ No

Pump ☐ Not Installed Date Installed Y
Mfr name GOULDS
Model 12MC-X HP 150 Volts 460
Drop Pipe Length 180 ft. Capacity E+03 g.p.m
Type S

Any not in use and not sealed well(s) on property? ☐ Yes ☑ No

Was a variance granted from the MDH for this Well? ☐ Yes ☑ No

REMARKS, ELEVATION, SOURCE OF DATA, etc.

GAAMMA LOGGED 1-11-2007. M.G.S. NO. 4657. LOGGED BY JIM TRAEN.

USGS Quad: Anoka Elevation 882
Aquifer: CTCW Alt Id: 85-6005

Well CONTRACTOR CERTIFICATION Lic. Or Reg. No. 1431
License Business Name
Name of Driller COX, A.

Report Copy

HE-01205-06 (Rev. 9/96)

Unique No. 00743832

County Name Anoka

MINNESOTA DEPARTMENT OF HEALTH

WELL AND BORING RECORD

Minnesota Statutes Chapter 1031

Update Date 2015/04/16

Entry Date 2007/01/12

Township Name	Township	Range	Dir	Section	Subsection	Well Depth		Depth Completed		Date Well Completed
	32	25	W	20	DDAADC	332	ft.	332	ft.	2007/05/20

Well Name RAMSEY 7 **Lic. Or Reg. No.** 1431 **Name of Driller** COX, A.

USGS Quad Anoka **Elevation** 882 **Aquifer** CTCW **Alternative Id** 85-6005

GEOLOGICAL MATERIAL	COLOR	HARDNESS	FROM	TO	STRAT	LITH PRIM	LITH SEC	LITH MINOR
SAND	BROWN	SOFT	0	18	QFUB	SAND		
QFUB = sand-brown	SAND = sand							
SAND & GRAVEL	GRY/RED	MEDIUM	18	57	QHUU	SAND	GRVL	
QHUU = sand +larger	SAND = sand			GRVL = gravel				
SANDY CLAY/ROCKS	GRAY	HARD	57	113	QPUG	CLAY	COBL	SAND
QPUG = pebbly sand/silt/clay-gray	CLAY = clay			COBL = cobble			SAND = sand	
ST. LAWRENCE SANDSTONE	BLU/GRN	M.HARD	113	123	CSTL	SLSN	DLMT	
CSTL = St.Lawrence Formation	SLSN = siltstone			DLMT = dolomite				
FRANCONIA SANDSTONE	TAN/GRN	HARD	123	180	CTCG	SNDS	SHLE	DLMT
CTCG = Tunnel City Group	SNDS = sandstone			SHLE = shale			DLMT = dolomite	
FRANCONIA SHALE	TAN/GRN	M.HARD	180	264	CTCG	SHLE	SNDS	DLMT
CTCG = Tunnel City Group	SHLE = shale			SNDS = sandstone			DLMT = dolomite	
IRONTON GALESVILLE	GRY/GRN	MEDIUM	264	312	CWOC	SNDS		
CWOC = Wonewoc Sandstone	SNDS = sandstone							
EAU CLAIRE TRANSITION	GRAY	HARD	312	332	CECR	SHLE	SNDS	
CECR = Eau Claire Formation	SHLE = shale			SNDS = sandstone				

Unique No. 00743833

County Name Anoka

MINNESOTA DEPARTMENT OF HEALTH
WELL AND BORING RECORD
Minnesota Statutes Chapter 1031

Update Date 2015/04/16

Entry Date 2007/01/24

Township Name	Township	Range	Dir	Section	Subsection
	32	25	W	28	BABDBD

Well Depth		Depth Completed		Date Well Completed
354	ft.	354	ft.	2007/05/20

Well Name RAMSEY 8

Drilling Method Cable Tool

Contact's Name CITY OF RAMSEY
7550 SUNWOOD DR
RAMSEY MN 55303

Drilling Fluid
Bentonite

Well Hydrofractured? ☐ Yes ☑ No
From ft. to ft.

Well Owner's Name RAMSEY 8
14779 ZEOLITE NW ST
RAMSEY MN 55303

Use community supply(municipal)

Casing **Drive Shoe?** ☑ Yes ☐ N

Hole Diameter
in. to 303 ft
in. to 354 ft

Casing Diameter **Weight(lbs/ft)**
30 in. to 222 ft 118.65
24 in. to 245 ft 94.6

GEOLOGICAL MATERIAL	COLOR	HARDNESS	FROM	TO
SAND & GRAVEL	GRAY	SOFT	0	79
SAND/GRAVEL/CLAY	RED/B	MEDIUM	79	135
SANDY CLAY/GRAVEL	GRAY	HARD	135	173
FINE SAND/GRAVEL	BRN/Y	M.HARD	173	213
FRANCONIA SANDSTONE	TAN/G	M.HARD	213	274
IRONTON GALESVILLE	GRY/G	M.HARD	274	344
EAU CLAIRE TRANSITION	RED/G	HARD	344	354

Screen N
Make Type

Open Hole From 240 ft. to 354 ft.

Static Water Level 15 ft. from Land surface Date 2007/01/24

PUMPING LEVEL (below land surface)
179 ft. after 8 hrs. pumping 1900 g.p.m.

Well Head Completion
Pitless adapter mfr BAKER Model 9.5PS2426
Casing Protection ☑ 12 in. above grade
☐ At-grade(Environmental Wells and Borings ONLY)

Grouting Information Well grouted? ☑ Yes ☐ No

Material	From	To (ft.)	Amount(yds/bags)	
G		240	14	Y

Nearest Known Source of Contamination
114 ft. direction S type SEW
Well disinfected upon completion? ☑ Yes ☐ No

Pump ☐ Not Installed Date Installed
Mfr name GOULDS
Model 16BHC-5 HP 200 Volts 460
Drop Pipe Length 187 ft. Capacity E+03 g.p.m
Type S

Any not in use and not sealed well(s) on property? ☐ Yes ☑ No

Was a variance granted from the MDH for this Well? ☐ Yes ☑ No

REMARKS, ELEVATION, SOURCE OF DATA, etc.

GAMMA LOGGED 1-24-2007. M.G.S. NO. 4664. LOGGED BY JIM TRAEN.

USGS Quad: Anoka Elevation 871
Aquifer: CTCW Alt Id: 85-6005

Well CONTRACTOR CERTIFICATION Lic. Or Reg. No. 71015
License Business Name
Name of Driller COLBURN, S.

Report Copy

HE-01205-06 (Rev. 9/96)

Unique No. 00743833

County Name Anoka

MINNESOTA DEPARTMENT OF HEALTH

WELL AND BORING RECORD

Minnesota Statutes Chapter 1031

Update Date 2015/04/16

Entry Date 2007/01/24

Township Name	Township	Range	Dir	Section	Subsection	Well Depth		Depth Completed		Date Well Completed
	32	25	W	28	BABDBD	354	ft.	354	ft.	2007/05/20

Well Name RAMSEY 8 **Lic. Or Reg. No.** 71015 **Name of Driller** COLBURN, S.

USGS Quad Anoka **Elevation** 871 **Aquifer** CTCW **Alternative Id** 85-6005

GEOLOGICAL MATERIAL	COLOR	HARDNESS	FROM	TO	STRAT	LITH PRIM	LITH SEC	LITH MINOR
SAND & GRAVEL	GRAY	SOFT	0	79	QHUG	SAND	GRVL	
QHUG = sand +larger-gray	SAND = sand			GRVL = gravel				
SAND/GRAVEL/CLAY	RED/BRN	MEDIUM	79	135	QPUU	SAND	GRVL	CLAY
QPUU = pebbly sand/silt/clay	SAND = sand			GRVL = gravel			CLAY = clay	
SANDY CLAY/GRAVEL	GRAY	HARD	135	173	QPUG	CLAY	GRVL	SAND
QPUG = pebbly sand/silt/clay-gray	CLAY = clay			GRVL = gravel			SAND = sand	
FINE SAND/GRAVEL	BRN/YEL	M.HARD	173	213	QHUU	SAND	GRVL	
QHUU = sand +larger	SAND = sand			GRVL = gravel				
FRANCONIA SANDSTONE	TAN/GRN	M.HARD	213	274	CTCG	SNDS	SHLE	DLMT
CTCG = Tunnel City Group	SNDS = sandstone			SHLE = shale			DLMT = dolomite	
IRONTON GALESVILLE	GRY/GRN	M.HARD	274	344	CWOC	SNDS		
CWOC = Wonewoc Sandstone	SNDS = sandstone							
EAU CLAIRE TRANSITION	RED/GRN	HARD	344	354	CECR	SHLE	SNDS	
CECR = Eau Claire Formation	SHLE = shale			SNDS = sandstone				

Appendix B

Part 1 Wellhead Protection Plan Amendment

Amendment to the Wellhead Protection Plan

Part I

Wellhead Protection Area Delineation
Drinking Water Supply Management Area Delineation
Well and Drinking Water Supply Management Area Vulnerability Assessments

For

City of Ramsey

July 2019

DEPARTMENT OF HEALTH

CLEAN WATER LAND & LEGACY AMENDMENT

Introduction

This summary documents the amended delineation of the wellhead protection area (WHPA), drinking water supply management area (DWSMA), emergency response area (ERA), and the vulnerability assessments for the city of Ramsey's drinking water supply wells and DWSMA (PWSID 1020035). These were initially prepared in September of 2007 and must now be amended as the public water supply's wellhead plan has nearly expired.

Protection Area Boundaries

The city of Ramsey's DWSMA is unchanged (Figures 1a and 1b). The amount of water pumped by the city's wells has decreased since the previous WHPA delineations. However, the well interference along with the change in pumping configuration has warranted the delineation of an updated WHPA. The WHPA still represent a 10-year time of travel.

Vulnerability Assessments and Management Implications

Both the western field (Wells 3, 4, 5, 6, 7, and 8) and the eastern field (Wells 1 and 2) are considered to be vulnerable. While there is no change in vulnerability status for the western DWSMA, the rising tritium in Well #1 argues for a more protective DWSMA vulnerability rating. Therefore, the DWSMA vulnerability status around Wells 1 and 2 changed from low to moderate. The aquifer used by the city of Ramsey wells has some level of geologic protection, with areas of moderate vulnerability. The primary threats are other wells that penetrate the city's aquifer, as well as large capacity above and below ground chemical storage tanks. The remainder of the city's wellhead protection plan will outline strategies for effectively managing contaminant sources within the DWSMA.

Documentation

MDH rule criteria and guidelines were used to assess the adequacy of the existing delineations and vulnerability assessments and evaluate the impact of newer data. The results of this assessment showed that a full update of the Part 1 plan is not necessary and instead this brief synopsis is adequate to amend the Part 1 plan. The documentation of this assessment is available from MDH upon request.

Wellhead Protection (WHP) Plan Amendment Worksheet
Delineation of the WHPA and DWSMA and Vulnerability Assessments

Step 1 – Has there been any change in well status for this system since the last WHP plan? Status changes include construction of new wells, reconstruction of existing wells, change in usage for existing wells (e.g., primary versus emergency), adjustments in location of existing wells, and changes in well vulnerability. Use Table 1 to evaluate. Vulnerability has changed at Wells 1 and 2, and 8.

Table 1 - Water Supply Well Information

Local Well ID	Unique No.	Use / Status[1]	Casing Diameter (inches)	Casing Depth (feet)	Well Depth (feet)	Date Constructed/ Reconstructed	Well Vulnerability	Aquifer	Location change? (Y/N)	If well is new, is it in the ERA?
1	161441	Primary	14	243	323	1984	**Vulnerable**	CTCG - Tunnel City Group	N	NA
2	416183	Primary	14	240	320	1987	**Vulnerable**	CTCG - Tunnel City Group	N	NA
3	580303	Primary	30 x 24	222	345	1997	Vulnerable	CTCW - Tunnel City-Wonewoc	N	NA
4	580313	Primary	30 x 24	191	321	1998	Vulnerable	CTCW - Tunnel City-Wonewoc	N	NA
5	593672	Primary	30 x 24	215	316	2000	Vulnerable	CTCW - Tunnel City-Wonewoc	N	NA
6	706840	Primary	30 x 24	282	390	2005	Not Vulnerable	CTCW - Tunnel City-Wonewoc	N	NA
7	743832	Primary	30 x 24	216	332	2007	Not Vulnerable	CTCW - Tunnel City-Wonewoc	N	NA
8	743833	Primary	30 x 24	245	354	2007	**Vulnerable**	CTCW - Tunnel City-Wonewoc	N	NA

Note: 1. Primary (P), Emergency Backup (E), Seasonal Use (S) Use ~~strike out~~ to identify wells that are no longer included in the amended wellhead protection plan. **Use bolding to note changes to 1) use/status and vulnerability, 2) well location and 3) identify wells that have been added since the current plan was approved.**

Step 2 - What changes have occurred to the amount pumped from each PWS well?

Table 3 - Annual Volume of Water Discharged from Water Supply Wells

Local Well ID	Unique No.	2011	2012	2013	2014	2015	Highest annual rate from previous 5 years	Pumping Amount Used in Previous Delineation	% Change
1	161441	**134.541**	100.231	76.124	104.23	129.575	**134.541**	168.438	-20%
2	416183	0.116	**5.462**	0.065	0.045	0.031	**5.462**	28.785	-81%
3	580303	140.514	**164.864**	40.799	30.863	127.767	**164.864**	188.592	-13%
4	580313	58.523	62.362	123.903	**194.032**	118.314	**194.032**	155.853	24%
5	593672	30.297	59.23	47.32	58.707	**76.277**	**76.277**	154.455	-51%
6	706840	120.12	**138.082**	106.876	119.842	122.664	**138.082**	110.183	25%
7	743832	88.424	60.305	**118.526**	95.657	11.063	**118.526**	130.029	-9%
8	743833	**117.421**	29.151	74.06	57.914	14.744	**117.421**	188.592	-38%

(Expressed as million gallons. Bolding indicates greatest pumping volume)

Step 3 – Other than changes to the city wells identified above, what information is new since the previous delineation?

Chemistry – compare data for select parameters (or standard suite?) for user-specified or standardized time periods (ex., 8 years preceding previous delineation compared with everything since then). Select parameters could be via a checklist like Al's current Arcmap tool. Standard suite could be tritium, stable isotopes and assessment monitoring suite. This may include city wells and a search of the entire DWSMA or DWSMA plus buffer. Could be presented in tabular form as below:

Total coliform were absent in all wells. Well 7 and 8 did not have tritium results when the original part 1 was completed in 2007. They were sampled in 2012. Well 7 non vulnerable status was confirmed by the tritium sampling. Well 8 on the other hand went from non-vulnerable to vulnerable because tritium was found at 2.5 TU in the 2012 sample. Wells 1, 3, 4, 5, and 6 were resampled and analyzed for tritium in 2017.

The 2017 tritium sampling confirmed the vulnerability of Wells 3, 4, 5, and 6. Wells 1 and 2 vulnerability status changed from non-vulnerable to vulnerable because tritium was found at 1.6 TU and 2.4 TU in the 2006 and 2017 Well 1 samples, respectively.

Table 2 – Updated Chemistry Information

Unique Number	Isotope Data/GW Class	New detection of SDWA contaminants	Previous contaminants no longer detected	Geologic Sensitivity	Depth	Aquifer

Geology/Boundary Conditions – identify if any of the following are new since the last Part 1 approval date:

List of published reports or studies: e.g. County Geologic Atlas, regional hydrologic studies:

Anoka County Geologic Atlas Part A and Part B were published in 2013 and 2016, respectively. The Geologic Atlas does not suggest that flow boundaries need to be reassessed. In addition, no new geologic data was added that suggest a change in the 2007 interpretation of the DWSMA vulnerability.

Wells within 1mile of DWSMA, (tabular listing with depth/aquifer info for quick assessment) from:

Located CWI
Unlocated CWI
Wells DB (disclosures, maintenance permits) listed by TRS

Five new bedrock wells within DWSMA: three are CTCG wells (2 DO and 1 IR), All three wells are 4-inch wells. The new IR well was included when simulating the impact of high capacity wells on the WHPA.

PCSI (I don't think these currently make it to CWI)

Recharge info (compare USGS pub date to old Part 1). **No Change**

Soils map.

Other Pumping Wells - What changes have occurred regarding other high-capacity wells (i.e., wells not from amending PWS)? See if Al can compare info from this version of the table in previous Part 1 with what his search tool comes up with now to show what's new. Also, expand his search tool to look not only at SWUDS, but also CWI for codes like IRR or diam. > 6 inch).

Table 3 - Annual Volume of Water Discharged from Other High-Capacity Wells within 1.5 miles of DWSMA

Local Well ID	Unique No.	2012	2013	2014	2015	2016	5-yr Average Pumping	Pumping Amount Used in Previous Delineation	% Change
City of Anoka	201218	144.32	223.292	275.949	260.948	283.052	237.51	140.98	68.47 %
City of Anoka	676405	140.113	167.438	135.399	165.015	148.41	151.28	Not Modeled	100 %
City of Anoka	224625	142.564	165.708	134.539	103.357	89.905	127.21	116.31	9.38 %
Dayton, City Of	752128	18.501	21.211	9.078	30.066	36.895	23.15	Not Modeled	100 %
Anoka-Henn ISD 11	512754	12.024	11.091	8.128	9.251	8.284	9.76	10.21	-4.49 %
Ramsey, City of	773399	0	0	0	0	8.201	1.64	Not Modeled	100 %
Links Northfork Gc Llc	463021	47.768	33.953	19.125	31.361	7.884	28.02	43.14	-35.05 %
Ramsey, City Of	150546	0	12.978	12.978	11.423	6.125	8.70	23.27	-62.60 %
Marshall Concrete Products	122215	1.201	1.378	1.341	1.398	1.508	1.37	1.82	-24.95 %
Kurak, Thomas	417499	0	0	0	0.504	1.023	0.31	Not Modeled	100 %

(Expressed as gallons. **Bolding indicates greatest pumping volume**. Use strike out to show wells that are no longer used and italics to indicate wells that are new.)

Other high-capacity wells within 1.5 miles of the DWSMA, used in the 2007 delineation, have increased or decreased their pumping rate. In addition, some wells were not used in the previous delineation. All high capacity wells within 1.5 miles of the DWSMA were included in the new model well file and pumping rates were updated to reflect the average 2012 – 2016 pumping rates. This new well file was used in the model to estimate the new capture zone.

As depicted in Figure 1a, the new capture zone is not very different from the old one for Wells 3, 5, 6, and 7. The pumping rates used in the delineation have increased in Well 4 and decreased in Well 8 since the previous delineation. As a result, the predicted capture zone is larger for Well 4 and smaller for Well 8.

A smaller capture zone was delineated for Wells 1 and 2 (Figure 1b). Wells 1 and 2 are in a separate well field east of Wells 3 through 8. They were not delineated with the model used in 2007 but were delineated using a different model under a previous plan (Robertson, 2001). Despite the differences that were noted above, the new capture zones are still contained by the existing DWSMAs (Figures 1a and 1b).

Step 4 - Using the information assembled in the previous steps, is there information documenting either 1) new hydrogeologic flow boundaries or 2) changes to the hydrogeologic flow boundaries that were included in the current WHPA delineation that are significant enough to require re-delineating the WHPA?

■ No

☐Yes *(Describe the changes to the hydrogeologic flow boundaries that have been identified. Examples include re-interpretations of aquifer geometry, hydraulic connections to surface water features or recharge.)*

Step 5 – Has there been a change in the ambient groundwater flow field, either due to hydrologic conditions, addition of new data or re-interpretation of old data?

■ No

☐Yes *(Describe the change.)*

Step 6 – Does the previous WHPA delineation need to be modified to include either or both of the following? *(check as needed)*

☐ Fracture flow delineation component *(For example, has borehole geophysical work identified specific flow horizons in a fractured aquifer, or were secondary porosity conditions not addressed in the previous delineation according to the current standards?)*

☐ Surface water contribution area *(For example, has monitoring data showed that a suspected hydrologic feature is not functioning as a flow boundary or was the need for a conjunctive delineation not considered in the previous delineation?)*

If either are checked, describe why this additional work is necessary for the plan amendment.

Step 7 – Are there any new aquifer test or specific capacity data that will result in a new representative transmissivity value? (May be able to hit off of Justin's aquifer test spreadsheet and Rich's specific capacity spreadsheet to assess this)

■ No, the current reference transmissivity value(s) for the aquifer(s) is still valid; re-approve the current aquifer test plan. **Original plan is on file and was reapproved on November 14, 2017.**

☐Yes, the reference transmissivity value has been changed or added for the following aquifers (specify which aquifer and ft^2/day). Approve and file the amended aquifer test plan.

Step 8 – Was uncertainty adequately addressed in the original WHPA delineation? For example, was variability in aquifer transmissivity and groundwater flowfield addressed explicitly? The latter must include +/- 10% if uniform flow approach was used.

■ No changes are needed to address uncertainty. **The 2007 plan also included an uncertainty analysis that was that was assessed by varying various parameters such as hydraulic conductivity, recharge, and river bed conductance. A series of 11 scenarios were modeled and the final wellhead protection area was obtained by merging the capture zones for all the simulations. The 2017 assessment was performed in the same manner. The results of the capture zone for the 11 scenarios are shown in Figures 1a and 1b for the west and east wellfields, respectively. All captures zones are within the existing DWSMA. The existing DWSMA reflects the computation that would result from the use of a time of travel of 12 years approximately.**

☐ Yes, the WHPA must be amended to address uncertainty. Please specify.

Step 9A – What was the original ToT? **10 Years**

Step 9B -- Is there an opportunity to adjust the delineation ToT to maintain the same DWSMA geometry?

☐ No

■ Yes **12 years for Wells 1 through 8;**

Step 10 - Do any of the previous steps indicate the need to redefine the WHPA?

☐ No, proceed to Step 11.

■ Yes

The pumping rates used in the delineation have increased in Well 4 and decreased in Well 8 since the previous delineation. As a result, the predicted capture zone is larger for Well 4 and smaller for Well 8.2 years for Wells 1 through 8. The city of Ramsey indicated that they plan on continuing to pump more water at Well 4 than at Well 8.

In addition, a smaller capture zone is delineated for Wells 1 and 2 using the more recent groundwater model.

Because the previous WHPA was not representative of the existing pumping configuration, a new wellhead protection area is proposed (Figures 2a and b for west and east wellfield, respectively).

The DWSMA remains unchanged and reflects the capture zone that would result from the use of a time of travel of 12 years approximately.

Step 11 – Is the WHPA delineation method that was used for the current plan still adequate to address modifications that have been identified in any of the previous steps?

■ Yes. **The original model is based on a MODFLOW model developed by the consultant for the Tunnel City and Wonewoc Sandstones. It was imported in a recent version of the pre- and post-processor GMS (ver. 10.3). The model runs in MODFLOW 2000**

☐ No (update the delineation method/model as needed – there must be a runnable version of the model in a useable code so results can be validated).

Step 12 - Do the existing DWSMA boundaries need to be re-defined?

■ No. **The new WHPA has been redefined using an updated version of the 2007 model. It was redefined in the same manner as in 2007by concatenating the capture zone results of 11 scenarios. The 2017 WHPA is still contain within the existing DWSMA.** Congratulations – you may use the EZ amendment form to document the amended Part 1 and file this worksheet to document the basis for using it.

☐ Yes, the amended WHPA does not extend beyond the current DWSMA boundaries; however the existing DWSMA boundaries can be reduced based on new information such as parcel data. Congratulations – you may use the EZ amendment form to document the amended Part 1 and file this worksheet to document the basis for using it.

☐ Yes, the amended WHPA does extend beyond the current DWSMA boundaries. Create a new Part 1 report.

Step 13 – Does information exist to support an updated DWSMA vulnerability assessment?

☐ No, the geographic extent of the DWSMA is not changing and no new hydrogeologic, chemical or isotopic data exist to justify a change.

■ Yes, the geographic extent of the DWSMA is changing and/or new hydrogeologic, chemical or isotopic data exist to justify a change.
L-scores were regenerated at wells using the CWI data available in 2017. City wells were analyzed for tritium in 2012 and 2017. Review of the existing geologic information and recent tritium sampling at the city wells did not change the DWSMA vulnerability status around Wells 3, 4, 5, 6, 7, and 8. The rising tritium in Well 1 argues for a more protective DWSMA vulnerability rating. Therefore, the DWSMA vulnerability status around Wells 1 and 2 changed from low to moderate.

If yes, what information new information is available that may change the DWSMA vulnerability assessment?
(*Check all that apply)*

☐ Updated soils or geological information

■ Updated water quality data from within the DWSMA

☐ Updated inventory of current and historical land uses

☐ Other *(specify)*

Note: If DWSMA vulnerability changes, you may still use the EZ amendment form. If the change is to a single vulnerability rating that covers the entire DWSMA, this can be addressed in the text. If the new DWSMA vulnerability is variable, it must be shown in a figure that is attached to the report form.

Step 14 – Is the existing Part 1 WHP plan (i.e., documentation of the delineations and the vulnerability assessments) adequate so that only changes to the WHPA and DWSMA need be addressed?

☐ No, the Part 1 report must be brought up to current standards.

■ Yes, any changes to the WHPA, DWSMA or delineation criteria can be addressed by using the EZ amendment template.

Step 15 – Is the assessment of data elements conducted for the previous documentation effort still valid?

■ No, the assessment of data elements must be brought up to current standards. Attach the data elements assessment table to this document and proceed to use the EZ amendment template.

☐ Yes, any changes to the WHPA, DWSMA or delineation criteria can be addressed by using the EZ amendment template.

Form completed by

Hydrologist: Amal Djerrari

Table 4 - Assessment of Data Elements

Data Element	Present and Future Implications				Data Source
	Use of the Well s	Delineation Criteria	Quality and Quantity of Well Water	Land and Groundwater Use in DWSMA	
Precipitation					
Geology					
Maps and geologic descriptions	M	H	H	H	MGS
Subsurface data	M	H	H	H	MGS, MDH, CWI
Borehole geophysics	M	H	H	H	MGS
Surface geophysics	L	L	L	L	Not Available
Maps and soil descriptions					
Eroding lands					
Water Resources					
Watershed units					
List of public waters					
Shoreland classifications					
Wetlands map					
Floodplain map					
Land Use					
Parcel boundaries map	L	H	L	L	Anoka County
Political boundaries map	L	L	L	L	
Public Land Survey map	L	H	L	L	MDH
Land use map and inventory					
Comprehensive land use map					
Zoning map					
Public Utility Services					
Transportation routes and corridors					
Storm/sanitary sewers and PWS system map					
Oil and gas pipelines map					
Public drainage systems map/list					
Records of well construction, maintenance, and use	H	H	H	H	Ramsey, CWI, MDH
Surface Water Quantity					
Stream flow data					
Ordinary high water mark data					

Public Water Supplier: Ramsey (1020035)
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Data Element	Present and Future Implications				Data Source
	Use of the Wells	Delineation Criteria	Quality and Quantity of Well Water	Land and Groundwater Use in DWSMA	
Permitted withdrawals					
Protected levels/flows					
Water use conflicts					
Groundwater Quantity					
Permitted withdrawals	H	H	H	H	DNR, Ramsey
Groundwater use conflicts	L	L	L	L	DNR
Water levels	H	H	H	H	CWI, MDH
Surface Water Quality					
Stream and lake water quality management classification					
Monitoring data summary					
Groundwater Quality					
Monitoring data	H	H	H	H	MDH
Isotopic data	H	H	H	H	MDH
Tracer studies	H	H	H	H	Not Available
Contamination site data	M	M	M	M	Not Available
Property audit data from contamination sites					
MPCA and MDA spills/release reports					

Definitions Used for Assessing Data Elements:

High (H) - the data element has a direct impact

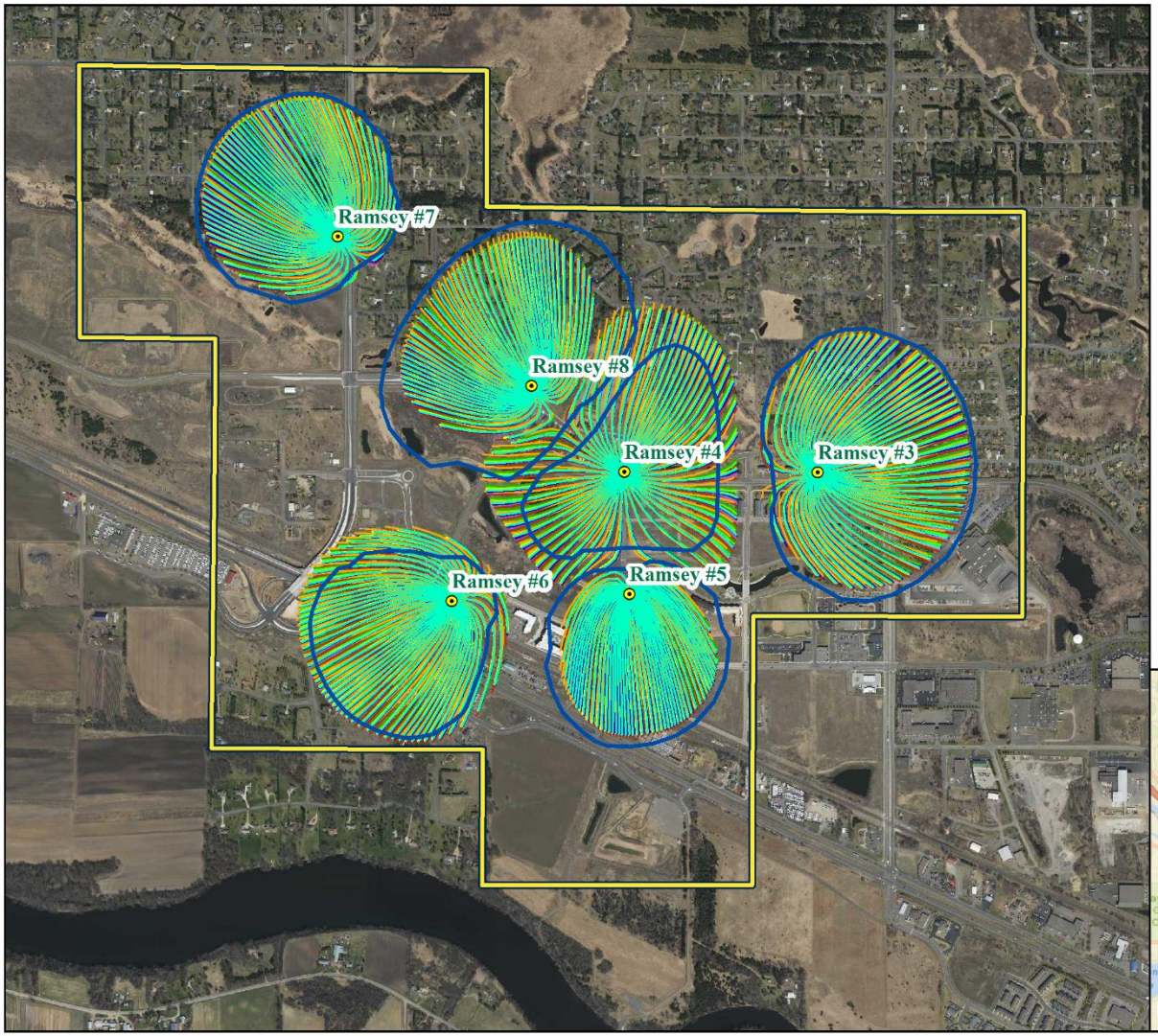
Moderate (M) - the data element has an indirect or marginal impact

Low (L) - the data element has little if any impact

Shaded - the data element was not required by MDH for preparing the WHP plan

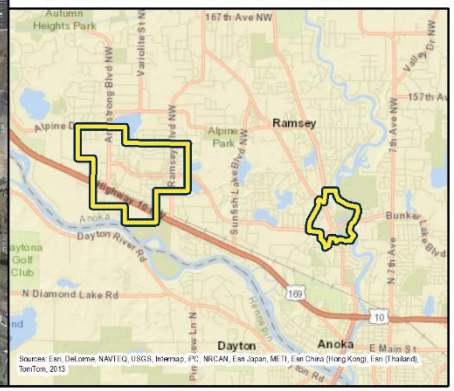
Ramsey
Anoka County
Minnesota

Figure 1a
Porous Media Capture Zones with Updated Well Pumping Rates
Sensitivity Analysis
City of Ramsey



- Primary Well
- 2007 Wellhead Protection Area (WHPA)
- Drinking Water Supply Management Area (DWSMA)
- 10-yr TT Pathlines (Base Case Run1)
- 10-yr TT Pathlines (Sensitivity Run 2)
- 10-yr TT Pathlines (Sensitivity Run 3)
- 10-yr TT Pathlines (Sensitivity Run 4)
- 10-yr TT Pathlines (Sensitivity Run 5)
- 10-yr TT Pathlines (Sensitivity Run 6)
- 10-yr TT Pathlines (Sensitivity Run 7)
- 10-yr TT Pathlines (Sensitivity Run 8)
- 10-yr TT Pathlines (Sensitivity Run 9)
- 10-yr TT Pathlines (Sensitivity Run 10)
- 10-yr TT Pathlines (Sensitivity Run 11)

0 250500 1,000 1,500 2,000 2,500
Feet

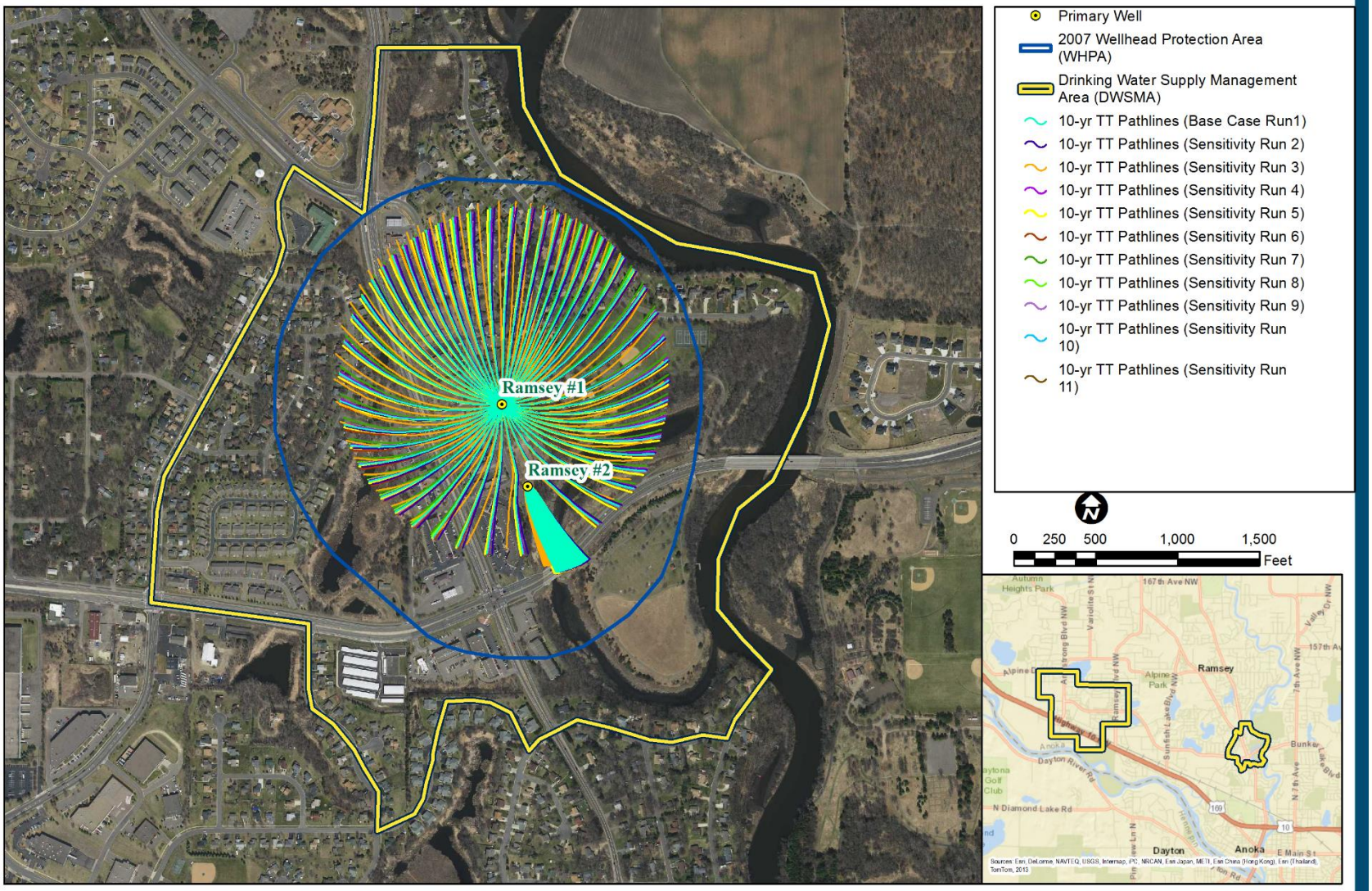


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Ramsey
Anoka County
Minnesota

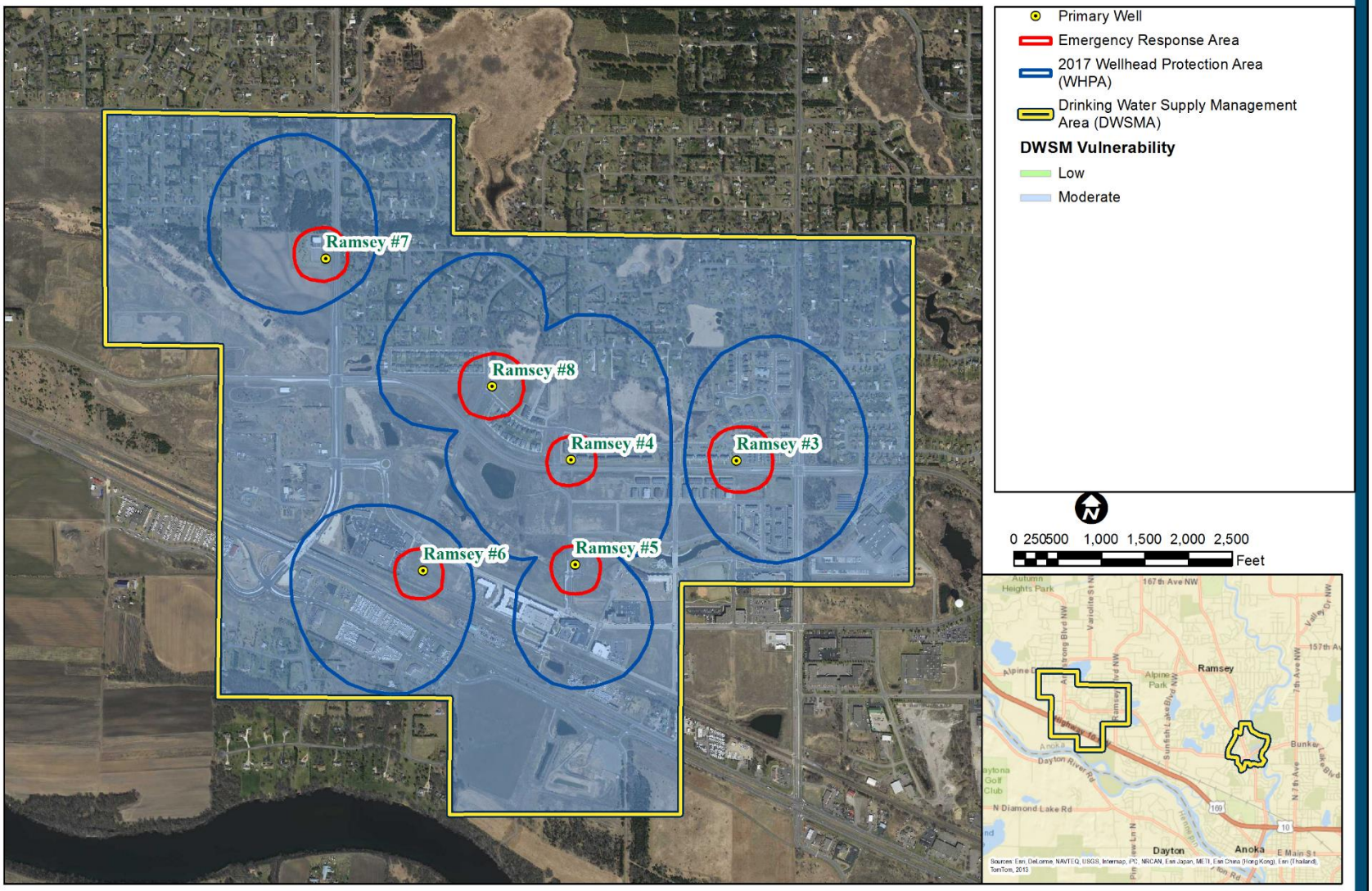
Figure 1b
Porous Media Capture Zones with Updated Well Pumping Rates
Sensitivity Analysis
City of Ramsey



Public Water Supplier: Ramsey (1020035) Date: 12/15/2017

Ramsey
Anoka County
Minnesota

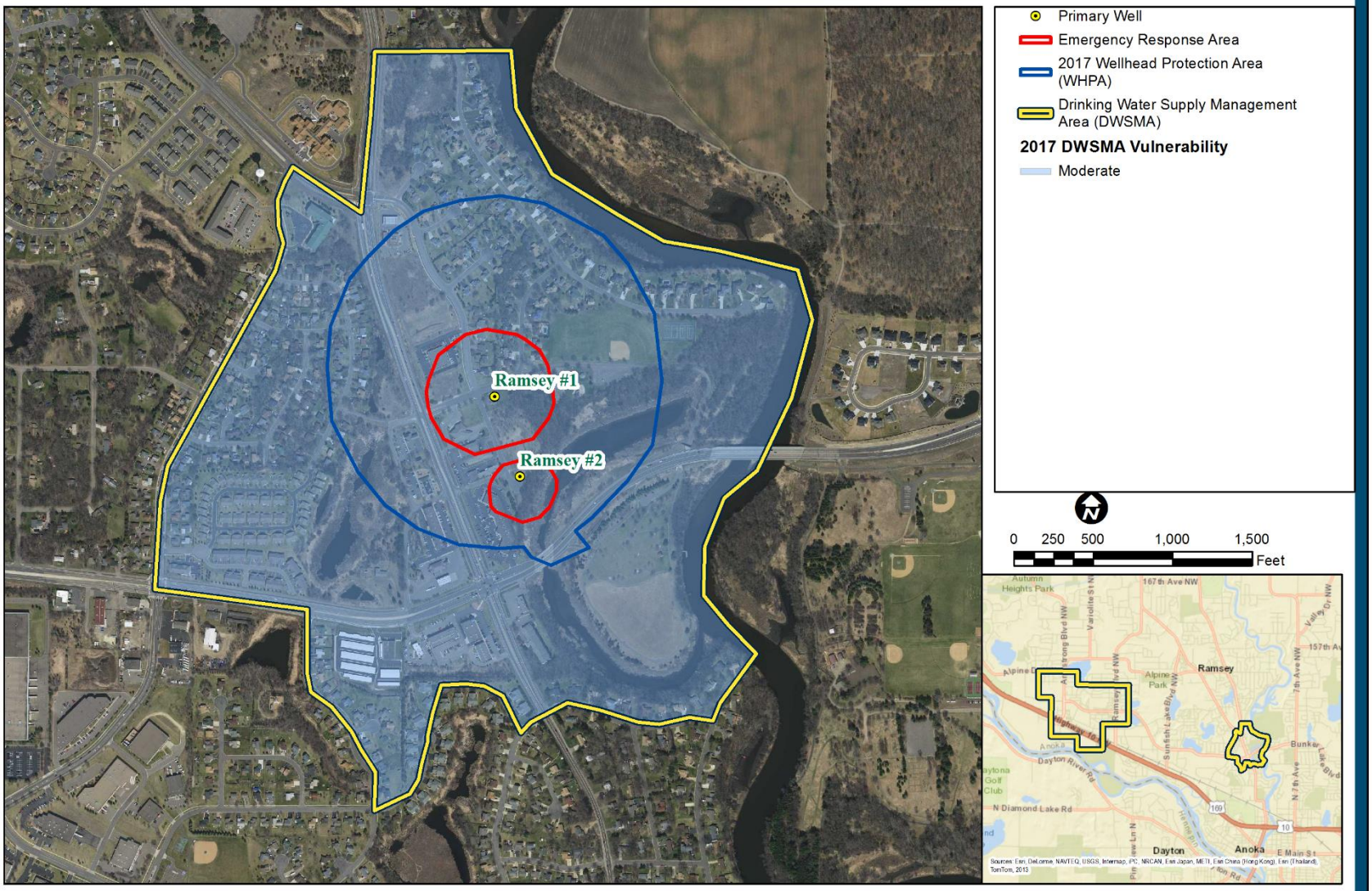
Figure 2a
Wellhead Protection Area and Drinking Water Supply Management Area
City of Ramsey



Public Water Supplier: Ramsey (1020035) Date: 12/15/2017

Ramsey
Anoka County
Minnesota

Figure 2b
Wellhead Protection Area and Drinking Water Supply Management Area
City of Ramsey



Appendix C

Data Elements Assessment

Appendix C

Data Elements Assessment

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C1.0 Data Elements Assessment

The data elements and their assessments required to be included in the Wellhead and Source Water Protection Plan amendment (WHPP) for the City of Ramsey (Public Water Supply 1020035) are discussed in this appendix. Data elements related to the physical environment, land use, water quantity, and water quality required for this WHPP for the City of Ramsey were specified in the April 4, 2019 Scoping 2 Decision Notice from the Minnesota Department of Health (MDH, 2019).

The City of Ramsey (City) currently operates eight municipal water supply wells (Table C-1). All eight wells are completed in the Tunnel City-Wonewoc aquifer.

Two Drinking Water Supply Management Areas (DWSMAs) have been delineated for Ramsey (MDH, 2018). The DWSMAs encompasses the Wellhead Protection Areas (WHPAs) for the Ramsey water supply wells. The West DWSMA is entirely within the Ramsey city limits. The East DWSMA extends beyond the city limits into the city of Anoka. The locations of the Ramsey DWSMAs are shown on Figure C-1.

C1.1 Physical Data Elements

Physical data elements required to be considered for this Plan amendment are identified in the Scoping 2 Decision Notice (MDH, 2019). Per the Scoping 2 Decision Notice, geology and water resources data elements were required to be considered during development of the Plan amendment.

C1.1.1 Geology and Hydrogeology

Existing information on the geology and hydrogeology in the vicinity of Ramsey was used to define the extent of the source water aquifer used by the City, delineate the WHPA, and to assess the vulnerability of the public water supply wells and the aquifer in the DWSMA.

As indicated on Figure C-2, the uppermost bedrock unit in the vicinity of the Ramsey DWSMAs varies with location and includes the following Cambrian-age units: Jordan Sandstone, St. Lawrence Formation, and Tunnel City Group (Mossler, 2011). Depth to bedrock beneath the Ramsey DWSMAs ranges from approximately 110 feet to approximately 210 feet. One fault has been mapped (see Mossler, 2011) that intersects the eastern edge of the East DWSMA.

Quaternary-age unconsolidated sediments overlie the bedrock in the vicinity of Ramsey (Meyer, 2011). Most of these sediments in the vicinity of Ramsey are terrace deposits from the ancestral Mississippi River. Small, discontinuous areas are covered with peat and muck deposits.

Well construction information for the Ramsey municipal wells is summarized in Table C-1 and copies of the MDH well records are presented in Appendix A.

Information regarding the geology and hydrogeology of the area was used to assess the vulnerability to contamination of the source water aquifer within the DWSMA (see MDH, 2018). The information is consistent with the classification of the susceptibility to contamination of the source water aquifer within the DWSMAs as Moderate.

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C1.1.2 Water Resources

Per the April 4, 2019 Scoping 2 Decision Notice (MDH, 2019) surface water resources must be evaluated to determine if they could potentially apply to this Plan.

The West DWSMA lies within the Mississippi River – Twin Cities watershed (Mississippi River level 4 subwatershed). The East DWSMA lies within the Rum River watershed.

A portion of Jeglens Marsh and some small ponds are the only surface water bodies within the DWSMAs. Wetland areas are also present in the DWSMA. The Rum River is adjacent to the East DWSMA. As shown on Figure C-1, FEMA Flood Zone A for Jeglen's Marsh overlaps a small percentage of the land within the West DWSMA and FEMA Flood Zone AE for the Rum River overlaps a portion of the East DWSMA. Some of the surface water bodies in the DWSMA meet the definition of public waters in Minnesota Statutes Section 103G.005, subdivision 15. In addition, there are areas adjacent to water bodies in the DWSMA that meet the definition of shoreland pursuant to Minnesota Statutes Sections 103F.201 to 103F.221 and consistent with Minnesota Rules part 6120.3300. The City manages the floodplain and shoreland areas as specified in Chapter 117 Article II Division 4, Subdivisions III and IV of the City Code.

Geologic conditions in and around the City's DWSMAs result in the aquifer vulnerability in the DWSMAs being classified as Moderate. Based on the aquifer vulnerability classification, it considered to be possible that issues related to surface water resources could have some effect on the water quality in the source water aquifer and should be considered in the development of the management strategies for the DWSMA. The quality of the source water is dependent on the quality of its recharge. Existing surface water management programs in the DWSMAs address water quality and, therefore, reduce the potential negative effects that infiltrating surface waters may have on the source water aquifers. The City believes that existing surface water management programs are adequate to address surface water quality in the DWSMA and to ensure that aquifer recharge and water availability do not become an issue for the City.

C1.2 Land Use Data Elements

The April 4, 2019 Scoping 2 Decision Notice requires land use data elements to be considered during development of this Plan amendment. Land use and public utility services within the DWSMAs are discussed in this section. In Part 1 of this Plan amendment, roads, property parcels, and the Rum River were used to define the DWSMA boundaries (MDH, 2018).

Commented [JG1]: City reviewers please confirm that this statement is accurate or provide the appropriate edit to correct the statement.

C1.2.1 Current Land Use

Figure C-3 shows the current land uses within the DWSMA. Property parcels that lie partially or completely within the DWSMAs are shown on Figure C-3. Land uses found within the DWSMAs include, but are not limited to, residential, undeveloped land, parks, commercial/industrial, and agricultural. Figure C-4 shows the current zoning within the DWSMAs.

C.1.2.1.1 Potential Contaminant Source Inventory

A potential contaminant source inventory (PCSI) was conducted within the DWSMAs. As shown on Figure C-1, the aquifer vulnerability in the DWSMAs is classified as Moderate. The types of potential

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contaminant sources that must be inventoried in DWSMAs vary according to the aquifer vulnerability classification. For this Plan, the potential contaminant source types inventoried during the PCSI were those required by the MDH for areas in which aquifer vulnerability is classified as Moderate.

As shown in Table C-2, information on potential contaminant source locations was obtained from the following sources: Minnesota Department of Health (MDH), Minnesota Department of Natural Resources (MDNR), Minnesota Department of Public Safety (DPS), Minnesota Geological Survey (MGS), Minnesota Office of Pipeline Safety (MnOPS), Minnesota Pollution Control Agency (MPCA), Metropolitan Council, Minnesota Geospatial Information Office (MGIO), Minnesota Department of Transportation (MnDOT), and U.S. Environmental Protection Agency (USEPA) databases. Information from the various sources was compared to identify overlaps/duplications.

As part of the PCSI work, all identified potential contaminant source locations within the DWSMAs were verified to the extent possible with available information. As part of location verification, any inaccurate locations identified during the PCSI (i.e., any potential contaminant source entities that appeared to map on the wrong property parcel) were corrected to the extent possible based on available information. For future updates of this Plan, the City will access available data sources and maintain as accurate and up to date a potential contaminant source database as possible in its wellhead protection file.

The City maintains current records of the conditions around the municipal water supply wells. Water system operators check the area around each well routinely and report any conditions of concern. A potential contaminant source inventory for the Inner Wellhead Management Zone (IWMZ) around each of the municipal supply wells was completed on June 12, 2019. Copies of the IWMZ inventory reports are presented in Attachment C-1.

Properties identified as potential sources of contamination during the PCSI are listed in Table C-3 through Table C-8 as follows:

- Wells – Table C-3
- Potential Class V wells – Table C-4
- Storage tanks and LUST sites – Table C-5
- Chemical storage sites – Table C-6
- Spill locations – Table C-7
- Potential contaminant site Locations – Table C-8

Results of this inventory indicate the presence of several potential contaminant source properties within the DWSMAs. Locations of potential contaminant sources are shown on Figures C-5 through C-10 as follows:

- Well locations – Figure C-5
- Potential Class V Well locations – Figure C-6
- Storage tank and LUST sites – Figure C-7
- Chemical storage sites – Figure C-8
- Spill locations – Figure C-9
- Potential contaminant site locations – Figure C-10

These potential contaminant sources have been considered in the development of the management strategies for the DWSMA.

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Potential contaminant source locations were verified, to the extent possible, during preparation of this Plan amendment (Table C-3 through Table C-8). Verification procedures used included matching mapped locations with addresses on MDH Well Records or State/County-issued permits or in County/State/Federal databases, published business addresses, property parcel addresses, local knowledge of City staff, or information from City files (note that not all verification procedures were used for each type of potential contaminant source). The data tables indicate the status of verification for each potential contaminant source location. New information developed on contaminant sources in the future will be verified as they are discovered as part of the WHPP implementation.

C.1.2.1.1.1 Wells

Wells located within the City's DWSMAs, in particular wells completed in or penetrating a source water aquifer (i.e., an aquifer from which the City's wells pump water), have the potential to be a pathway via which contamination could more rapidly reach the source water aquifer and the Ramsey municipal water supply wells; especially if the wells were not properly installed or have not been adequately maintained. Data obtained from the Minnesota County Well Index (CWI) during the PCSI indicates that there are 216 wells (this number does not include the eight Ramsey municipal wells) within the Ramsey DWSMAs (Figure C-5). Two hundred fourteen of these wells are identified as active. The status of the other two wells is unknown. Table C-3 lists the wells that were identified in the DWSMAs and indicates the aquifer in which each well is completed (if known), the date the well was completed (if known), and the status of the well (if known).

During the review of wells in the DWSMAs during the PCSI, 102 sealed wells were identified. Per the April 4, 2019 Scoping 2 Decision Notice, the sealed well locations are not included in the PCSI. However, since an improperly sealed well could act as a pathway for contaminants to migrate from the surface into the groundwater system the City believes it is important to maintain a record of sealed well locations. Therefore, sealed well locations in the DWSMAs are shown in Attachment C-2.

As indicated in Table C-3, uses for the wells in the DWSMAs that are known to be active (not including the City's water supply wells) include domestic (173), non-community public water supply (either transient or non-transient) (8), elevator (4), irrigation (2), commercial (2), industrial (1), test well (2), and monitor well (1). Eighty-five of these active wells are completed in or penetrate the source water aquifer. The aquifer in which 36 of the active wells are open is not available (i.e., not identified in the public database). In addition, the aquifer in which one of the unknown status wells is open is not available. Wells located within the DWSMAs, particularly those wells completed in or below the source water aquifer, have the potential for being a pathway for contamination to reach the source water aquifer and the Ramsey municipal water supply wells.

Available information from the Minnesota Department of Natural Resources' (MDNR) Minnesota Permitting and Reporting System (MPARS) database and the CWI was reviewed to identify active high capacity wells within a zone that includes the DWSMAs and extends one mile beyond the boundaries of the DWSMAs. The available information indicates there are 31 active high capacity well within the zone of interest in addition to the eight Ramsey municipal water supply wells. The high capacity well locations are shown on Figure C-11. High capacity wells are defined as wells that pump more than 1,000,000 gallons

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per year or more than 10,000 gallons per day. Owners of these wells have obtained groundwater appropriation permits from the MDNR. A new high capacity well installed within or near the DWSMAs could, potentially, affect the boundaries of the DWSMAs. Uses for the wells not used for the City's municipal water supply include irrigation of various types, non-metallic processing, municipal water supply for the city of Anoka, pollution containment, and HVAC. (Table C-9). Six of the non-Ramsey high capacity wells pump from the City's source water aquifer and two of the wells penetrate the source water aquifer and pump from a deeper aquifer (Table C-9).

C.1.2.1.1.2 Potential Class V Well Locations

An inventory of locations where Class V wells may be present within the DWSMAs was done as part of the PCSI. Typical land uses associated with the presence of Class V wells include automobile service stations and repair shops. As defined by the U.S. Environmental Protection Agency, cesspools and large-scale septic systems that serve more than 20 people also are also included in the Class V well classification. During the PCSI, it was determined that there are seven separate property parcels where Class V wells may be present or may have been present based on the type of business that is or had operated there or the use of the property (see Table C-4 and Figure C-6). For all seven properties, the assessment of potential for presence of a Class V well is due to their association with automobile repair. All but one of these properties (PCSI ID 227 on Table C-4) are found in the EPA's Class V Wells database. MDH did not require that the City determine if Class V wells are actually present on any of these properties. Results of the location verification are summarized in Table C-4.

C.1.2.1.1.3 Storage Tanks

The PCSI identified 13 properties on which storage tanks are or have been located (see Table C-5 and Figure C-7). These properties include a total of 44 current or former storage tank locations. There are 17 currently active tanks located on a total of five of the properties (Table C-5). Products stored in the active storage tanks vary from site to site and include various fuels and used oil. As indicated in Table C-5, releases from the tanks were reported at nine of the properties. Available information indicates that the MPCA has closed the tank release responses at all nine of the properties for which releases were reported but the information does not indicate if the leaking tanks were removed or abandoned in place. Results of the location verification are summarized in Table C-5.

C.1.2.1.1.4 Chemical Storage Sites

The PCSI identified two property parcels within the DWSMAs on which chemical storage occurs (Table C-6 and Figure C-8). Note that one of these properties (PCSI ID 255 in Table C-6) was also identified in the storage tank data as a location of active above ground storage tanks and a location were a tank leak had occurred and underground storage tanks had been removed. Information on the chemicals stored at these locations is presented in Table C-6.

C.1.2.1.1.5 Spill Locations

The PCSI identified six properties within the DWSMAs where a contaminant spill occurred (Table C-7 and Figure C-9). A comparison of Tables C-7 and C-5 indicates that three of the six properties were also

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identified as locations of leaking underground storage tanks (LUSTs). As shown in Table C-7, site status for all the spills is identified as closed.

C.1.2.1.1.6 Potential Contaminant Source Locations

The PCSI identified six properties within the DWSMAs that include sites where contamination may potentially be present (Table C-8 and Figure C-10). As shown in Table C-8, all six of the sites have been classified as brownfields sites by the MPCA.

C1.2.2 Transportation Routes

Major highways and railroads are used for transporting a wide variety of materials. Some of these materials, if spilled, have the potential to enter the groundwater system. U.S. Highway 10 and County Roads 56, 83, and 116 cross the West DWSMA. State Highway 47 and County Road 116 cross the East DWSMA. The BNSF Railroad tracks cross the southern portion of the West DWSMA. These transportation corridors are shown on Figure C-1. Given the Moderate aquifer vulnerability classification in the DWSMAs, if a spill in one of the transportation corridors were to occur and be cleaned up promptly it is considered to be unlikely that there would be any significant risk to the City's wells and water supply arising from the spill.

C1.2.3 Historical Land Use

Ramsey Township was named for Alexander Ramsey, the first Territorial Governor, in 1858. Settlement was driven by trading along the banks of the Mississippi River and farming in the area. The St. Paul & Pacific Railroad reached Ramsey in 1864. Ramsey was incorporated as a city in November 1974. Historical land use shown on Figure C-12 is for the year 1984. As indicated on Figure C-12, the historical land uses present in the DWSMAs are generally consistent with current land use. Using available information, historical land uses that might significantly affect the management strategies for the DWSMAs that are not currently present within the DWSMAs were not identified

The population of Ramsey increased by approximately 200% between 1860 and 1910. The population of Ramsey declined approximately 13% between 1910 and 1930 and then increased approximately 28% between 1930 and 1950. Ramsey has continuously grown since 1950. In 1950 the population was 670. By 2010, the population had grown to 23,668. In 2017 the population of Ramsey was estimated to be 25,581.

While it is possible that buried features such as old wells that were not properly sealed or unused underground storage tanks not listed in any available database could be present within the DWSMAs, available information does not suggest the presence of such features. There is no basis for a concerted search for such buried features with in the DWSMAs. If any such, currently unknown, features are to be located in the future it would most likely occur only if they are encountered during development or redevelopment of a property.

C1.3 Public Utilities

Management of the DWSMA in the City of Ramsey must consider and reflect available public utility services information.

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As shown in Table C-1 , the eight Ramsey municipal wells pump from the Tunnel City-Wonewoc aquifer. Ramsey Wells 1 and 2 are located in the East DWSMA. Wells 3, 4, 5, 6, 7, and 8 are located in the West DWSMA. Well construction information for the City's municipal water supply wells wells is summarized in Table C-1 . Copies of the MDH Well Records for these wells are presented in Appendix A.

Per the April 4, 2019 Scoping 2 Decision Notice (MDH, 2018), a map of the City's water supply system is not included in this Plan to avoid potential security threats to the system.

C1.3.1 Pipelines

As shown on Figure C-13 no petroleum or natural gas pipelines cross the Ramsey DWSMAs. There is one natural gas pipeline that ends approximately 0.5 miles east of the East DWSMA. This pipeline does not present a potential risk to the DWSMA. The closest approach of a petroleum pipeline to the DWSMAs is approximately 5 miles to the southwest of the West DWSMA. The petroleum pipeline does not present a potential risk to the DWSMAs. The City will rely on State/Federal oversight and the management programs of the pipeline owners for proper operation and maintenance of the pipelines and response to releases from the pipelines. Therefore, additional measures in this Plan to address releases are not necessary.

C.1.3.2 Sewers

C.1.3.2.1 Sanitary Sewers

The City's sanitary sewer system is shown on Figure C-14.

An improperly designed or maintained sanitary sewer system may increase the chance for the release of untreated sewage into environmentally sensitive areas such as protected wetlands, lakes, and rivers. It could also result in releases of untreated sewage that could infiltrate into the groundwater system. The depth to the source water aquifer in the DWSMAs is over 100 feet. The aquifer vulnerability in the DWSMAs is classified as Moderate, which indicates that it takes years to decades for water to reach the source water aquifer from the surface. Based on the available information, leaks from a the sewer system would likely pose no significant risk to the City's wells. Chapter 58 Article III Division 4 of the Ramsey City Code addresses sanitary sewer use and service. The City has an ongoing maintenance program to insure the integrity and proper operation of the sanitary sewer system. Additional measures in this Plan to address the sanitary sewers are considered to be unnecessary.

C.1.3.2.2 Storm Sewers

The City Code requires a stormwater management plan for all new developments. The City's storm sewer lines are shown on Figure C-15.

A municipal storm sewer and surface water drainage system plays a significant role in the management of storm water and can be an important part of management strategies developed for a wellhead protection plan. An improperly designed or maintained storm sewer and surface water drainage system may increase the chance for the spread of a contaminant into environmentally sensitive areas such as protected wetlands, lakes, and rivers or allow infiltration of contaminants into the groundwater system. A surface

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water management program is in place in Ramsey (Ramsey, 2018b). The storm sewer system is currently in good condition and the City has a maintenance program in place to keep the system operating properly. The City will rely on their existing surface water management program to address issues related to surface water. Therefore, additional measures to address surface water in this Plan are considered to be unnecessary.

C1.4 Water Quantity Data Elements

Surface water and groundwater quantity are discussed in this section.

C1.4.1 Surface Water Quantity

As discussed above, the surface water features in the DWSMAs include Jeglens Marsh and some small ponds. The City Code requires a drainage plan for new developments if the direction, quantity or quality of drainage of a site will be altered during development. Any changes must conform to the City's comprehensive surface water management plan (Ramsey, 2018b).

The Minnesota Permitting and Reporting System (MPARS) database indicates there are no surface water appropriations in the Ramsey DWSMAs.

The City is not aware of any current water-use conflicts that impact surface water quantity in the vicinity of the DWSMAs. Therefore, measures in this Plan to address surface water quantity issues are considered to be unnecessary.

C1.4.2 Groundwater Quantity

The Ramsey municipal water supply system currently includes seven primary water supply wells and one seasonal-use well. Under MDNR Appropriation Permit No. 1985-6005, the City of Ramsey currently has a permitted annual groundwater appropriation of 850 million gallons per year (MGY). The permitted instantaneous total pumping rate for the Ramsey system is 8,200 gallons per minute (gpm) or approximately 11.8 million gallons per day (MGD).

The projected water use (i.e., pumpage) used to delineate the Ramsey WHPAs and DWSMAs was 949,205,000 gallons per year (MDH, 2018).

Ramsey was incorporated as a city in 1974. Between 1970 and 2000, the population of Ramsey increased from 2,536 to 18,510. The 2010 census counted a total of 23,668 people in Ramsey (an increase of approximately 28% over the 2000 population). In 2017 the City's estimated population was 25,581. It should be noted that the City's water supply system does not serve the entire population of Ramsey. In 2017the estimated population served by the municipal water supply system was 13,720. The City's draft Water Supply Plan (Ramsey, 2018a) projects that the City's water supply system will serve 13,921 people in 2020 and 22,987 in 2030. The draft Water Supply Plan projects the City's total population in 2030 will be 33,350.

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As shown in Table C-1 , the Ramsey municipal water supply wells were constructed between 1984 and 2007.

Water demand for 2007 through 2017 is shown in the City's draft 2018 Water Supply Plan (Ramsey, 2018a). During that period the City's water annual demand varied between 588 and 704 MGY while the population served increased from 9,702 in 2007 to 13,720 in 2017. The City's total per capita demand between 2007 and 2017 ranged between 122 and 199 gallons per capita per day. The residential per capita demand for the same period ranged from 72 to 120 gallons per capita per day. The City's average day water demand in 2017 was 1.92 MGD and the projected 2030 average day demand is 3.01 MGD (approximately 2,090 gpm) with a projected population served of 22,987.

As discussed above, in addition to the City of Ramsey municipal water supply wells 31 other high capacity wells within one mile of the DWSMAs were identified. Information on these 31 high capacity wells is presented in Table C-9. The City is not aware of any current adverse groundwater conflicts or interferences related to the existing Ramsey municipal wells.

Construction of other high capacity wells in or near the DWSMAs may influence groundwater flow in the source water aquifer and the groundwater quantity available to the municipal system. Such wells could potentially affect the boundaries of the DWSMAs, which would require the City to update the Wellhead Protection Plan. In addition, such wells could potentially reduce the static levels in the source water aquifer. Issues regarding changes in appropriations resulting from additions or deletions to the current list of water appropriations in and near the DWSMAs will be addressed in the management portion of this Plan.

Persistent drought conditions or other water emergencies may also prove to be a threat to the quantity of groundwater available to the municipal system. Under Section 58-118 of the City Code the City can put in place restrictions on water use if it determines that a shortage of water threatens the city. These restrictions may include limits on lawn and garden sprinkling, irrigation, car washing, air conditioning and other uses. In addition, the City has odd-even lawn sprinkling restrictions between 10:00 a.m. and 8:00 p.m. between Memorial Day and Labor Day. Per the city code, the following are exempted from the sprinkling ban: watering of newly sodded lawns for a period of two weeks, hand watering overseeded or spot repaired lawn areas, car washing, filling of children's swimming pools, and children playing in hose operated sprinklers or water toys. The City also requires rain sensors and back flow devices for irrigation systems for townhomes, multifamily residential properties, and commercial properties connected to the municipal water system.

Ramsey' current water supply meets the demand of its consumers. The City is confident that the municipal water supply system will continue to have the capability of meeting future demand.

C1.5 Water Quality Data Elements

Surface water and groundwater quality are discussed in this section.

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C1.5.1 Surface Water Quality

The City Code the City's surface water management plan (Ramsey, 2018b) address management of surface water. The goal of the City's surface water management is to protect and improve the quality of existing surface water resources in and near the City and provide guidelines for current and future urban development.

C1.5.2 Groundwater Quality

The MDH has an ongoing program to monitor the quality of municipal water supplies. City of Ramsey municipal wells are sampled at least once every year for selected metals, other inorganic compounds, organic compounds, and bacteria as part of this program. To date, reported concentrations of all monitoring parameters meet the regulatory levels specified by the U.S. EPA as part of the Safe Drinking Water Act or by the State of Minnesota. These results are presented in the Ramsey Consumer Confidence Report that is prepared annually. A copy of the 2018 annual report is presented in Appendix D. The 2018 report and reports from other years can also be accessed on the City's website at http://www.ci.ramsey.mn.us/Archive.aspx?AMID=38 Reports from previous years are also available from the City upon request.

The City currently adds chlorine and fluoride to the water supply at the pumphouses associated with the wells (Ramsey, 2018a). In addition, ortho and polyphosphates are also added to the pumped water at the pumphouses to inhibit corrosion and sequester iron and manganese. The City currently has four pumphouses in which water is treated prior to entering the distribution system. Water from the City's wells is routed to the pumphouses for treatment as follows:

- Pumphouse 1 – water from Wells 1 and 2
- Pumphouse 2 – water from Wells 3 and 4
- Pumphouse 3 – water from Wells 5 and 6
- Pumphouse 4 – water from Wells 7 and 8

The City currently has the capacity to treat up to 11 MGD (Ramsey, 2018a).

The MDH has prepared a study for Anoka County which evaluates the relative susceptibility of the water table aquifer to contamination from nitrate (MDH, 2012). The susceptibility of most of the area encompassed by the East DWSMA has been classified as low or moderate, although there are some small areas of high susceptibility within the DWSMA. In the West DWSMA the susceptibility classifications range from low to high. The combined area of low and moderate susceptibility is similar to the area of high susceptibility in the West DWSMA. The aquifer vulnerability classification for the Tunnel City-Wonewoc aquifer (the source water aquifer) suggests that it is unlikely that nitrate in the water table aquifer would adversely impact the source water aquifer in the DWSMAs.

It's important to consider groundwater quality when determining management strategies for the land uses within the DWSMAs. Since the City currently enjoys good water quality, the City has developed management strategies in this WHPP amendment aimed at maintaining the groundwater quality in the source water aquifers.

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C1.6 Assessment of Data Elements

C1.6.1 Use of the Municipal Wells

Ramsey currently has eight municipal water supply wells in the municipal water supply and distribution system for Public Water Supply 1020035. Locations of the wells are shown on Figure C-1and construction details for the Ramsey municipal wells are summarized in Table C-1 . Copies of the MDH well records for these wells are presented in Appendix A.

The 2010 census indicated that Ramsey had a population of 23,668. In 2017 the population of Ramsey was estimated to be 25,581 and it was estimate that the water system served 13,270 people. The City's draft Water Supply Plan (Ramsey, 2018a) projects that the City's water supply system will serve 13,921 people in 2020 and 22,987 in 2030. The draft Water Supply Plan projects the City's total population in 2030 will be 33,350.

As discussed above, the City's average day water demand in 2017 was 1.92 MGD and the projected 2030 average day demand is 3.01 MGD (approximately 2,090 gpm) with a projected population served of 22,987.

For the period 2010–2017, daily demand on the Ramsey water system averaged about 1.7 MGD. Ramsey currently has a permitted annual groundwater appropriation of 850 MGY. The permitted instantaneous total pumping rate for the Ramsey system is 8,200 gpm.

Ramsey currently has three elevated water storage facilities. These facilities have a combined storage capacity of 4.0 MG. Construction of additional water storage facilities is not currently planned (e.g., Ramsey, 2018a).

C1.6.2 Wellhead Protection Area Criteria

Delineation of the WHPAs for the Ramsey wells was completed in 2018. Information/criteria used to perform the WHPA/DWSMA delineations are discussed in the Part 1 WHPP amendment prepared by the MDH (2018) and are summarized below.

C1.6.2.1 Time of Travel

A 10-year groundwater time of travel capture zone for each of the City's wells was delineated but it was determined that capture zones for a 12-year time of travel would still be contained within the boundaries of the DWSMAs previously delineated for the Ramsey wells (MDH, 2018). The individual capture zones were combined into composite capture zones that were used to delineate the DWSMAs. The one-year groundwater time of travel capture zones for the City's wells was determined in a similar manner.

C1.6.2.2 Aquifer Transmissivity

Transmissivity of the Tunnel City-Wonewoc aquifer used to delineate the WHPAs for the City's wells was unchanged from that used in the previous (2007) delineations (MDH, 2018).

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C1.6.2.3 Daily Volume of Water Pumped

Daily volume of water pumped from each of Ramsey' municipal wells used in the groundwater flow model was determined by using the highest recorded annual volume for each well (see MDH, 2018).

C1.6.2.4 Flow Boundaries

The primary flow boundaries for the Tunnel City-Wonewoc aquifer in the Ramsey area are the Mississippi River and the Rum River. In addition to the rivers, operating high capacity wells can influence groundwater flow directions on a local scale. The rivers, along with active high capacity wells, were included in the groundwater model used for the WHPA delineation.

C1.6.2.5 Groundwater Flow Field

The groundwater flow model shows groundwater flow toward the regional discharge zone at the Mississippi River as well as some flow towards the Rum River.

C1.6.3 Quantity and Quality of Water Supplying the Public Water Supply Wells

As discussed above, the Ramsey municipal wells are open to a bedrock aquifer consisting of the Tunnel City Group and the Wonewoc Sandstone. Construction details for the Ramsey municipal wells are summarized in Table C-1 .

Based on the available information, there are no known groundwater quantity issues that will have any significant impact on the management of the DWSMAs associated with the Ramsey wells. In the future, new high capacity wells completed in the source water aquifer in the vicinity of Ramsey could, potentially, affect the quantity of groundwater available if the volume of water pumped from the aquifer would exceed the rate at which the aquifer recharged. It is also possible that new high capacity wells in the source water aquifer within the DWSMAs may have some effect on pumping from the City's wells, if the new wells were to be installed close to the City's wells. Currently, there are no known significant conflicts or interferences related to the municipal wells in the DWSMAs.

It is possible that the DWSMA could expand in the future if Ramsey installs additional wells in the source water aquifer, particularly if new wells would be in a new well field. Any new wells constructed within the 10-year life time of this Plan will be incorporated, as directed by the MDH, into the groundwater model and, if projected pumping from the new wells affects the boundaries of the DWSMAs, Plan amendments will be prepared with the help of the Wellhead Protection Consultant.

As discussed above, the City participates in the MDH's ongoing program to monitor the quality of municipal water supplies. To date, reported concentrations of all monitoring parameters meet the regulatory levels specified by the U.S. EPA as part of the Safe Drinking Water. Results of these analyses are available upon request from MDH or the City.

C1.6.4 Land and Groundwater Uses in the DWSMA

Aquifer vulnerability within the DWSMAs is classified as Moderate. Based on the aquifer vulnerability classification, the potential for land uses within the DWSMAs to negatively impact the source water

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aquifer is relatively low, but not nonexistent. Surface releases of contaminants within the DWSMAs, particularly if the releases were to be large and not cleaned up in a timely manner, could pose some risk to the source water aquifer. In addition, unmaintained, damaged, poorly-constructed, unused, or incorrectly abandoned wells could provide a direct route for contaminants to enter the source water aquifer. A spill very close to such a well would pose more of a risk to the source water aquifer than a spill in one of the DWSMAs far from such a well.

As discussed by MDH (2018), the DWSMAs were delineated to encompass the zones in which groundwater travel time to the Ramsey municipal wells is ten years or less. The DWSMAs are defined by geographically identifiable features. The East DWSMA extends beyond the Ramsey city limits into a portion of the city of Anoka.

Potential contaminant sources within the DWSMA identified through the PCSI include wells, storage tank sites (including LUST sites), potential Class V well locations, chemical storage locations, spill locations, and sites brownfields sites potentially associated with contaminants that may not fit into one of the other categories. In addition, railroad and highway corridors are present within the DWSMAs. These corridors are a potential location for contaminant spills. These potential contaminant sources will be considered when developing the management strategies for the Ramsey DWSMAs.

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C2.0 References

City of Ramsey (Ramsey), 2018a. Draft City of Ramsey Local Water Supply Plan – Third Generation for 2018-2028, draft submitted to MDNR November 29, 2018.

City of Ramsey (Ramsey), 2018b. Draft Surface Water Management Plan, project 14-31, revised August 23, 2018.

Meyer, G.N., 2011. Surficial Geology, Plate 3 of 6, *in* Geologic Atlas of Anoka County – Part A, Minnesota: D.R. Setterholm (ed.), Minnesota Geological Survey County Atlas Series, Atlas C-27, University of Minnesota, St. Paul, available online at https://conservancy.umn.edu/handle/11299/116119.

Minnesota Department of Health (MDH), 2012. Nitrate-Nitrogen Probability Ranking Map for the Water Table Aquifer – Anoka County, Minnesota, Environmental Health Division – Source Water Protection Unit, October 2012.

Minnesota Department of Health (MDH), 2018. Amendment to the Wellhead Protection Plan – Part 1: Delineation of the Wellhead Protection Area (WHPA), Drinking Water Supply Management Area (DWSMA) and Assessments of Well and DWSMA Vulnerability, prepared for the City of Ramsey, February 2018.

Minnesota Department of Health (MDH), 2019. Scoping 2 Decision Notice and Meeting Summary – City of Ramsey – PWSID 1020035, Letter from John Freitag of the MDH to Bruce Westby of the City of Ramsey, April 4, 2019.

Mossler, J.H., 2011. Bedrock Geology, Plate 2 of 6, *in* Geologic Atlas of Anoka County – Part A, Minnesota: D.R. Setterholm (ed.), Minnesota Geological Survey County Atlas Series, Atlas C-27, University of Minnesota, St. Paul, available online at https://conservancy.umn.edu/handle/11299/116119.

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Tables

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Table C-1

Ramsey Municipal Well Construction Summary
City of Ramsey Wellhead Protection Plan Amendment

Local Well ID	Unique Number	Use/ Status[1]	Casing Diameter (in.)	Casing Depth (ft.)	Well Depth (ft.)	Year Constructed	Aquifer	Well Vulnerability
1	161441	P	14	243	323	1984	CTCW	Vulnerable
2	416183	S	14	240	320	1987	CTCG	Vulnerable
3	580303	P	30 x 24	222	345	1997	CTCW	Vulnerable
4	580313	P	30 x 24	191	321	1998	CTCW	Vulnerable
5	593672	P	30 x 24	215	316	2000	CTCW	Vulnerable
6	706840	P	30 x 24	282	390	2005	CTCW	Not Vulnerable
7	743832	P	30 x 24	216	332	2007	CTCW	Not Vulnerable
8	743833	P	30 x 24	245	354	2007	CTCW	Vulnerable

[1] P = Primary
S = Seasonal

Aquifer Codes:
CTCG = Tunnel City Group
CTCW = Tunnel City Group-Wonewoc Sandstone

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Table C-2

Potential Contaminant Source Inventory Data Sources
City of Ramsey Wellhead Protection Plan Amendment

Potential Contaminant Source Type	Data Source(s)
Chemical Storage Tank Locations	MnDPS
Potential Class V Well Locations	MPCA WIMN Database; MPCA Agency Interests Database; U.S. EPA
Potential Contaminant Site Locations	MPCA WIMN Database; MPCA Agency Interests Database
LUST Locations	MPCA WIMN Database; MPCA Agency Interests Database
Storage Tanks	MPCA WIMN Database; MPCA Agency Interests Database
Spill Locations	MDA Small Spill Investigations; MPCA Remediation Sites Database
Wells	MGS CWI Database; MDNR MPARS Database; MDH Sealed Wells Database
Other Data Type	**Data Source(s)**
Current Land Use	Met Council 2016 Generalized Land Use
Historical Land Use	Met Council pre-1984 Land Use
Planned Land Use	City of Ramsey 2040 Planned Land Use
Bedrock Geology	MGS – Anoka County Geologic Atlas
Flood Zones	FEMA Digital Flood Insurance Rate Map Database
Roads and Railroads	MnDOT Office of Transportation Database
Pipelines	MGIO & MnOPS (1996)
Storm and Sanitary Sewer Networks	City of Ramsey
Zoning	City of Ramsey

Acronyms

CWI – County Well Index
FEMA – Federal Emergency Management Admin.
MnDPS – Minnesota Dept. of Public Safety
MGS – Minnesota Geological Survey
Met Council – Metropolitan Council
MGIO – Minnesota Geospatial Information Office
MDH – Minnesota Dept. of Health
MnOPS – Minnesota Office of Pipeline Safety
MnDOT – Minnesota Dept. of Transportation
MPARS – Minnesota Permitting and Reporting System
MPCA – Minnesota Pollution Control Agency
MDA – Minnesota Dept. of Agriculture
WIMN – What's In My Neighborhood
U.S. EPA – United States Environmental Protection Agency
MDNR – Minnesota Dept. of Natural Resources

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Table C-3

PCSI Results - Well Locations in the DWSMAs
City of Ramsey Part 2 WHPP Amendment

PCSI ID	PID No.	Unique No.	Status	Use	Well Name	Well Location	City	Total Depth (Feet)	Date Completed	Aquifer	PCS Code	Location Verified
1	253225440012	0000161441	Active	Community Supply (Municipal)	Ramsey 1	Not Available	Ramsey	323	11/09/1984	CTCG	WEL	Yes
2	363225120010	0000416183	Active	Community Supply (Municipal)	Ramsey 2	15153 Nowthen Bl NW	Ramsey	320	03/23/1987	CTCG	WEL	Yes
3	283225110011	0000580303	Active	Community Supply (Municipal)	Ramsey 3	7301 Industry Av NW	Ramsey	345	02/25/1997	CTCW	WEL	Yes
4	283225120011	0000580313	Active	Community Supply (Municipal)	Ramsey 4	7601 Industry Av NW	Ramsey	321	04/29/1998	CTCW	WEL	Yes
5	283225130005	0000593672	Active	Community Supply (Municipal)	Ramsey 5	15153 Ramsey Bl NW	Ramsey	316	10/10/2000	CTCW	WEL	Yes
6	283225230018	0000706840	Active	Community Supply (Municipal)	Ramsey 6	7849 Civic Center Dr	Ramsey	390	08/10/2005	CTCW	WEL	Yes
7	203225440002	0000743832	Active	Community Supply (Municipal)	Ramsey 7	7550 Sunwood Dr	Ramsey	332	05/20/2007	CTCW	WEL	Yes
8	283225210094	0000743833	Active	Community Supply (Municipal)	Ramsey 8	7550 Sunwood Dr	Ramsey	354	05/20/2007	CTCW	WEL	Yes
9	213225440020	0000412607	Active	Domestic	Amundsen, Jerry	7251 149th La NW	Ramsey	72	03/07/1985	QBAA	WEL	Yes
10	293225410016	0000450148	Active	Domestic	Anderlie, Glen	8150 144th Av NW	Ramsey	221	07/28/1988	CTCG	WEL	Yes
11	213225430006	0000155278	Active	Domestic	Anderson, Kenneth	15049 Uranimite St NW	Ramsey	233	12/05/1978	CTCG	WEL	Yes
12	253225310008	0000624756	Active	Elevator	Anoka County Hra	14351 Disprosium St NW	Ramsey	32	02/01/1999	QFUB	WEL	Yes
13	283225420024	0000782838	Active	Elevator	Anoka County Regional Railroad Authority	7600 Veterans Dr	Ramsey	0	06/29/2012	Not Available	WEL	Approximate
14	283225420024	0000782839	Active	Elevator	Anoka County Regional Railroad Authority	7600 Veterans Dr	Ramsey	29	06/10/2012	Not Available	WEL	Approximate
15	273225230004	0000587155	Active	Elevator	Anoka Elec. Coop.	14601 Ramsey Blvd	Ramsey	16	09/12/1996	QFUB	WEL	Yes
16	283225430001	0000596950	Active	Industrial	Anoka Ramsey Farm & Gar.	7435 Hwy 10	Ramsey	168	05/05/1997	QBAA	WEL	Yes
17	213225340001	0000415911	Active	Domestic	Austin, Glen	14905 Willemite St NW	Ramsey	200	11/12/1985	CTCG	WEL	Yes
18	213225430025	0000193785	Active	Domestic	Baker, Michael	7560 149th La NW	Ramsey	122	04/29/1984	QBAA	WEL	Yes
19	203225420033	0000243856	Active	Domestic	Barnett	15211 Iguana St NW	Ramsey	213	Not Available	CSLT	WEL	Yes
20	203225420031	0000242759	Active	Not Available	Barnett	15141 Iguana St NW	Ramsey	136	1974	Not Available	WEL	Yes
21	203225420032	0000242754	Unknown	Not Available	Barnett	15151 Iguana St NW	Ramsey	67	Not Available	Not Available	WEL	Yes
22	203225420030	0000242744	Active	Not Available	Barnett	15241 Jackel St NW	Ramsey	0	09/08/1978	Not Available	WEL	Yes
23	203225420005	0000242765	Active	Not Available	Barnett Builders	15130 Kangaroo St NW	Ramsey	180	09/02/1976	CTCG	WEL	Yes
24	203225420025	0000242644	Active	Not Available	Barnett Const. Co	8221 151st La NW	Ramsey	120	08/26/1985	Not Available	WEL	Yes
25	203225420012	0000242747	Active	Not Available	Barnett Const. Co.	15230 Jackel St NW	Ramsey	197	05/19/1975	CTCG	WEL	Yes
26	203225410011	0000242649	Active	Not Available	Barnett Const. Co.	8111 151st La NW	Ramsey	205	08/11/1976	CTCG	WEL	Yes
27	203225420022	0000242748	Active	Not Available	Barnnett	15230 Iguana	Ramsey	161	Not Available	CTCG	WEL	Yes
28	213225330011	0000673898	Active	Domestic	Beach, Jerry	7830 149th La NW	Ramsey	141	05/02/2002	CTCG	WEL	Yes
29	213225430022	0000458944	Active	Domestic	Berglund, Robert	7431 149th La NW	Ramsey	163	03/05/1990	QBAA	WEL	Yes
30	213225320022	0000471748	Active	Domestic	Bloodgood, Richard	7850 151st La NW	Ramsey	180	12/18/1990	CTCG	WEL	Yes
31	213225440004	0000144002	Active	Domestic	Boutain, Clarence	7351 150th La NW	Ramsey	141	09/07/1976	QBAA	WEL	Yes
32	203225420001	0000815114	Active	Domestic	Brock, Jannie	15240 Kangaroo St NW	Ramsey	73	04/24/2017	Not Available	WEL	Yes
33	213225330002	0000658016	Active	Domestic	Carlson, Cindy M.	7961 150th La NW	Ramsey	147	01/13/2001	QBAA	WEL	Yes
34	213225430030	0000178257	Active	Domestic	Carlson, David	7481 149th Av NW	Ramsey	172	12/23/1980	QBAA	WEL	Yes
35	213225310002	0000624992	Active	Domestic	Cary, Fred & Pamela	15140 Yolite St NW	Ramsey	121	10/11/1999	QBAA	WEL	Yes
36	223225330013	0000720891	Active	Domestic	Cazett, Jim	15052 Limonite St NW	Ramsey	105	12/14/2004	QBAA	WEL	Yes
37	293225410018	0000497399	Active	Domestic	Cfrn	8112 144th Av NW	Ramsey	200	04/27/1992	CTCG	WEL	Yes
38	293225140012	0000626753	Active	Domestic	Chalics Trucking	8100 146th Av NW	Ramsey	109	01/17/2001	QBAA	WEL	Yes
39	223225330002	0000675316	Active	Domestic	Cheney, Bill	15040 Kamacite St NW	Ramsey	63	04/17/2002	QBAA	WEL	Yes
40	283225220057	0000759582	Active	Monitor Well	City Of Ramsey	Armstrong Bl	Ramsey	62	09/07/2008	QWTA	WEL	Uncertain
41	203225410017	0000423562	Active	Domestic	Clair, Jim	15060 Armstrong Bl	Ramsey	109	08/21/1986	QBAA	WEL	Yes
42	213225430008	0000155070	Active	Domestic	Cunningham	7431 150th La NW	Ramsey	167	06/27/1978	QBAA	WEL	Yes
43	203225410022	0000439029	Active	Domestic	Dahlvang, Brain	8601 152nd Av NW	Ramsey	203	11/07/1987	CTCG	WEL	Yes
44	213225440003	0000154152	Active	Domestic	Deemer, Ben	7350 151st Av NW	Ramsey	239	09/21/1978	CTCG	WEL	Yes
45	213225440002	0000143979	Active	Domestic	Deemer, Ben	7320 151st Av NW	Ramsey	107	10/26/1977	QBAA	WEL	Yes
46	213225340026	0000435603	Active	Domestic	Derung, Neil	7730 149th La NW	Ramsey	169	06/25/1987	CTCG	WEL	Yes
47	213225340005	0000126615	Active	Domestic	Dubois, Gene & Debra	15030 Willemite St NW	Ramsey	185	09/20/1976	CTCG	WEL	Yes
48	203225410008	0000159275	Active	Domestic	Duffney, Lavern	8101 152nd Av NW	Ramsey	158	02/19/1979	CTCG	WEL	Yes
49	213225330021	0000538282	Active	Domestic	Eberlein, Steve	7900 150th La NW	Ramsey	140	01/14/1994	QBAA	WEL	Yes
50	213225340008	1000020502	Active	Domestic	Ecoff, Steve	7601 150th La NW	Ramsey	185	1973	Not Available	WEL	Yes
51	213225340002	0000597482	Active	Domestic	Elhardt, Mark	7751 150th La NW	Ramsey	195	06/11/1997	CTCG	WEL	Yes
52	203225420019	0000242746	Active	Not Available	Elisabeth, Dart	15231 Kangaroo St NW	Ramsey	103	05/27/1975	Not Available	WEL	Yes
53	213225320008	0000460012	Active	Domestic	Falls, Tom	7920 152nd La NW	Ramsey	170	12/19/1989	CSLT	WEL	Yes
54	213225320014	0000497488	Active	Domestic	Fiore, Ed	7861 151st La NW	Ramsey	221	10/24/1991	CSLT	WEL	Yes
55	203225420034	0000104706	Active	Domestic	Fred Nungesser	15221 Iguana St NW	Ramsey	128	02/27/1975	CTCG	WEL	Yes

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PCSI Results - Well Locations in the DWSMAs
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PCSI ID	PID No.	Unique No.	Status	Use	Well Name	Well Location	City	Total Depth (Feet)	Date Completed	Aquifer	PCS Code	Location Verified
56	213225330023	0000673234	Active	Domestic	Frederick, Frank	7841 150th La NW	Ramsey	147	11/01/2002	QBAA	WEL	Yes
57	213225330022	0000639083	Active	Domestic	Frey, Ray	7901 150th La NW	Ramsey	129	02/19/2003	QBAA	WEL	Yes
58	203225420003	0000242749	Active	Not Available	Fullon, Al	15210 Kangaroo NW	Ramsey	126	07/29/1974	CTCG	WEL	Yes
59	223225330027	0000126488	Active	Domestic	Fulton, Al	7010 150th Av NW	Ramsey	141	08/17/1976	CSLT	WEL	Yes
60	203225420021	0000242743	Active	Not Available	Fulton, Al	15250 Iguana NW	Ramsey	171	04/19/1974	CTCG	WEL	Yes
61	203225410015	0000242648	Active	Not Available	Fulton, Al	8130 151st La	Ramsey	171	11/21/1974	CTCG	WEL	Yes
62	213225320017	0000209280	Active	Domestic	Gilbertson, Dewitt	15140 Chameleon St NW	Ramsey	96	11/19/1973	QBAA	WEL	Yes
63	213225440006	0000133282	Active	Domestic	Graen, Richard	7321 150th La NW	Ramsey	204	08/16/1977	CTCG	WEL	Yes
64	283225430003	0000426793	Active	Commercial	Great Plains Gas Co.	7411 10 Hy W	Ramsey	52	12/29/1986	QWTA	WEL	Yes
65	203225410012	0000242761	Active	Domestic	Grecula, James	15131 Hedgehog St NW	Ramsey	0	1973	Not Available	WEL	Yes
66	293225140015	0000438998	Active	Public Supply/Non-Community	Hauan, Dave	14622 Ferret St NW	Ramsey	283	06/28/1988	CTCW	WEL	Yes
67	213225440018	0000242416	Active	Domestic	Hausier, Tim	15031 Peridot St NW	Ramsey	75	Not Available	QBAA	WEL	Yes
68	203225420032	0000626986	Active	Not Available	Havisto, Al	15151 Iguana St NW	Ramsey	197	05/24/1999	CTCG	WEL	Yes
69	213225430003	0000208754	Active	Domestic	Hebbert, Howard	15050 Uranimite St NW	Ramsey	100	10/26/1973	QBAA	WEL	Yes
70	283225310005	0000242784	Active	Unknown	Hedstrong, Roger	7665 10 Hy	Ramsey	150	09/16/1976	CTCG	WEL	Yes
71	213225430017	0000429104	Active	Domestic	Henrickson, Mike	7561 149th La NW	Ramsey	171	02/05/1987	QBAA	WEL	Yes
72	213225440015	0000145746	Active	Domestic	Herlitz, Ray	15000 Peridot St NW	Ramsey	210	03/29/1982	CSLT	WEL	Yes
73	293225140016	0000578982	Active	Domestic	Holiday Rv	8175 Riverdale Dr NW	Ramsey	127	09/10/1998	QWTA	WEL	Yes
74	213225430013	0000165560	Active	Domestic	Houman, Dave	7590 149th La NW	Ramsey	270	07/26/1979	CTCG	WEL	Yes
75	213225440017	0000182160	Active	Domestic	Hovind, Paul	7240 150th La NW	Ramsey	98	07/08/1983	QBAA	WEL	Yes
76	293225410017	0000453432	Active	Domestic	Jensen, Tim	8144 144th Av NW	Ramsey	196	09/26/1988	CTCG	WEL	Yes
77	203225410014	0000242646	Active	Not Available	Jenson, Leon	8150 151st La NW	Ramsey	123	07/03/1975	Not Available	WEL	Yes
78	283225320026	0000706442	Active	Domestic	John Weicht & Associates	7850 Riverdale Dr NW	Ramsey	179	02/16/2004	QBAA	WEL	Yes
79	213225320027	0000622076	Active	Domestic	Johnson, Harold F.	15280 Armstrong Bl NW	Ramsey	172	06/11/1999	QBAA	WEL	Approximate
80	283225120008	0000556694	Active	Domestic	Johnson, Jay	7446 149th Av NW	Ramsey	199	07/05/1995	CTCG	WEL	Yes
81	203225420026	0000242762	Active	Not Available	Johnson, Stephen	15131 Jackel St NW	Ramsey	0	06/27/1974	Not Available	WEL	Yes
82	203225420014	0000242756	Active	Not Available	Jung, Perry	15150 Jackel St NW	Ramsey	194	06/12/1975	CTCG	WEL	Yes
83	213225440007	0000146257	Active	Domestic	Kabanak, Ed	7220 151st Av NW	Ramsey	170	08/31/1978	CSLT	WEL	Yes
84	213225430007	0000154180	Active	Domestic	Karsikas, Philip	7500 151st Av NW	Ramsey	182	10/24/1978	QBAA	WEL	Yes
85	203225420018	0000242562	Active	Domestic	Kawecio, Walter	15211 Jackal St NW	Ramsey	180	06/04/1974	CTCG	WEL	Yes
86	213225320021	0000208755	Active	Domestic	Kelsey, Tim	7900 151st NW	Ramsey	81	10/10/1973	QBAA	WEL	Yes
87	213225430020	0000421788	Active	Domestic	Kempenich	7480 150th La NW	Ramsey	173	06/26/1986	CTCG	WEL	Yes
88	213225320001	0000624157	Active	Domestic	Kerns, Paula	7941 152nd La NW	Ramsey	109	02/15/1999	QBAA	WEL	Yes
89	203225420017	0000242755	Active	Not Available	Keroff, Lowell	15151 Kangaroo St NW	Ramsey	174	10/01/1975	CTCG	WEL	Yes
90	213225340003	0000170450	Active	Domestic	Khayatt, Carol	15060 Yolite St NW	Ramsey	216	10/24/1982	CTCG	WEL	Yes
91	213225440014	0000523995	Active	Domestic	Kissel, John & Mischelle	14980 Peridot St NW	Ramsey	200	06/23/1993	CTCG	WEL	Yes
92	213225430032	0000415912	Active	Domestic	Knutson, Herb	7551 149th Av NW	Ramsey	245	11/14/1985	CTCG	WEL	Yes
93	213225430023	0000181967	Active	Domestic	Kocisak, Peter	7440 150th La NW	Ramsey	110	09/08/1982	QBAA	WEL	Yes
94	213225440016	0000429126	Active	Domestic	Kreur, Gary	7230 150th La NW	Ramsey	210	03/11/1987	CTCG	WEL	Yes
95	213225440019	0000425939	Active	Domestic	Kruger	14981 Peridot St NW	Ramsey	240	01/13/1987	CTCG	WEL	Yes
96	213225340015	0000415858	Active	Domestic	Kruger, Richard	7640 150th La NW	Ramsey	158	07/09/1985	QBAA	WEL	Yes
97	213225440029	0000500459	Active	Domestic	Kukowskis	14950 Peridot St NW	Ramsey	215	08/02/1989	CTCG	WEL	Yes
98	203225420009	1000021132	Active	Domestic	Kvam, Lori	8240 151st La NW	Ramsey	0	1973	Not Available	WEL	Yes
99	203225410006	0000242753	Active	Not Available	Lamecker, Gary	15160 Hedgehog NW	Ramsey	210	1974	CTCG	WEL	Yes
100	283225320003	0000509238	Active	Public Supply/Non-Comm.-Transient	Landowski, Greg	7955 Riverdale rd	Ramsey	69	11/01/1989	QBAA	WEL	Yes
101	293225410019	0000463049	Active	Domestic	Limmer, Mike	8100 144th Av NW	Ramsey	190	06/28/1991	CTCG	WEL	Yes
102	293225410012	0000450358	Active	Domestic	Litchfield, Curt	8101 144th Av NW	Ramsey	93	05/18/1989	QBAA	WEL	Yes
103	213225320020	0000435324	Active	Domestic	Lloyd, Jeff	7920 151st La NW	Ramsey	66	01/28/1988	QWTA	WEL	Yes
104	203225430004	0000434320	Active	Domestic	Lokker, Donald	15049 Iguana St NW	Ramsey	200	05/28/1987	CTCG	WEL	Yes
105	293225410015	0000429129	Active	Domestic	Lowe, Steve	14311 Armstrong Bl NW	Ramsey	200	03/16/1987	CTCG	WEL	Yes
106	213225340012	0000242430	Active	Domestic	Luck, Don & Julie	15061 Willemite St NW	Ramsey	105	1972	Not Available	WEL	Yes
107	213225330019	0000451490	Active	Domestic	Lund, Gary	14920 Bison St NW	Ramsey	62	10/14/1988	QBAA	WEL	Yes
108	283225320016	0000498158	Active	Domestic	Lund, Larry	14322 Alpaca St NW	Ramsey	119	06/15/1992	QBAA	WEL	Yes
109	283225420002	0000626767	Active	Public Supply/Non-Comm.-Transient	M&G Leasing Inc.	7575 10 Uh	Ramsey	153	05/04/2001	QBAA	WEL	Yes

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PCSI ID	PID No.	Unique No.	Status	Use	Well Name	Well Location	City	Total Depth (Feet)	Date Completed	Aquifer	PCS Code	Location Verified
110	213225430027	0000178240	Active	Domestic	Maciaszek, Chet	7460 149th La NW	Ramsey	170	06/10/1981	QBAA	WEL	Yes
111	283225340002	0000231875	Unknown	Irrigation	Martin, James	Not Available	Ramsey	55	04/11/1977	QWTA	WEL	Uncertain
112	223225330029	0000242427	Active	Domestic	Mazzitello, Lisa	7030 149th La NW	Ramsey	161	11/08/1974	CTCG	WEL	Yes
113	213225430016	0000426450	Active	Domestic	Menkveld, Jack	15001 Uranimite St NW	Ramsey	260	01/27/1987	CTCG	WEL	Yes
114	283225120010	0000571659	Active	Domestic	Mertens, Fred	7404 149th Av NW	Ramsey	205	09/16/1995	CTCG	WEL	Yes
115	213225440027	0000451486	Active	Domestic	Miller, R.A.	7201 149th Av NW	Ramsey	204	10/11/1988	CTCG	WEL	Yes
116	283225320011	0000635309	Active	Public Supply/Non-Comm.-Transient	Monarch Homes 1	7820 Riverdale rd NW	Ramsey	165	01/12/2000	QBAA	WEL	Yes
117	213225330027	0000485819	Active	Domestic	Moorhouse, Lawrence/Hud	15041 Bison St NW	Ramsey	58	06/11/1992	QWTA	WEL	Yes
118	213225330014	0000686571	Active	Domestic	Newberger, Michael	14940 Chameleon St NW	Ramsey	140	11/25/2002	CTCG	WEL	Yes
119	253225340026	0000649059	Active	Domestic	Nguyen, Kieu-Loan-Kheo	14128 Barium St NW	Ramsey	17	06/06/2000	QUUU	WEL	Yes
120	213225330013	0000124066	Active	Domestic	Nienaber, Dwayne W.	14920 Chameleon St NW	Ramsey	117	06/30/1976	CTCG	WEL	Yes
121	213225340022	0000242781	Active	Domestic	Niven, Richard	15010 Willemite St NW	Ramsey	158	07/22/1974	CTCG	WEL	Yes
122	203225420008	0000242637	Active	Not Available	Nord, Donald	8310 151st La NW	Ramsey	156	09/30/1974	CTCG	WEL	Yes
123	213225440030	0000450357	Active	Domestic	Norvick, Steve	14930 Peridot St NW	Ramsey	230	05/17/1989	CTCG	WEL	Yes
124	213225440008	0000162015	Active	Domestic	Not Available	7311 150th La NW	Ramsey	158	03/19/1979	CTCG	WEL	Approximate
125	213225430015	0000170428	Active	Domestic	Not Available	14960 Uranimite St NW	Ramsey	157	04/27/1982	CTCG	WEL	Yes
126	213225440023	0000411512	Active	Domestic	Not Available	7260 149th La NW	Ramsey	82	06/13/1985	QBAA	WEL	Yes
127	213225440011	0000193469	Active	Domestic	Not Available	7380 150th La NW	Ramsey	230	05/10/1983	CTCG	WEL	Yes
128	293225410013	0000538121	Active	Domestic	Not Available	14401 Armstrong Bl NW	Ramsey	67	08/09/1994	QBAA	WEL	Yes
129	283225320025	0000513682	Active	Domestic	Not Available	7815 Riverdale Dr NW	Ramsey	116	08/03/1992	QBAA	WEL	Yes
130	213225440001	0000143466	Active	Domestic	Not Available	7260 151st Av NW	Ramsey	160	05/23/1977	CTCG	WEL	Yes
131	213225330024	0000126783	Active	Domestic	Not Available	7821 150th NW	Ramsey	200	08/12/1976	CTCG	WEL	Yes
132	213225320010	0000143467	Active	Domestic	Not Available	7840 152nd La NW	Ramsey	185	05/24/1977	CTCG	WEL	Yes
133	Not Available	0000133306	Active	Domestic	Not Available	Not Available	Ramsey	249	09/23/1977	CTCG	WEL	Uncertain
134	283225110008	0000610607	Active	Domestic	Not Available	7346 149th Av NW	Ramsey	168	03/12/1998	QBAA	WEL	Yes
135	213225430009	0000146256	Active	Domestic	Not Available	7421 150th La NW	Ramsey	162	03/29/1978	QBAA	WEL	Yes
136	213225430014	0000429144	Active	Domestic	Not Available	15000 Uranimite St NW	Ramsey	132	04/16/1987	QBAA	WEL	Yes
137	213225440008	0000152520	Active	Domestic	Not Available	7301 150th La NW	Ramsey	185	07/26/1978	CTCG	WEL	Yes
138	223225330007	0000208760	Active	Domestic	Not Available	7101 149th La NW	Ramsey	151	Not Available	CSLT	WEL	Yes
139	213225340007	0000143443	Active	Domestic	Not Available	15060 Willemite St NW	Ramsey	245	06/30/1977	CTCG	WEL	Yes
140	223225330010	0000208758	Active	Domestic	Not Available	15010 Kamacite St NW	Ramsey	135	Not Available	CTCG	WEL	Yes
141	223225330009	0000208757	Active	Domestic	Not Available	15030 Kamacite St NW	Ramsey	121	Not Available	CTCG	WEL	Yes
142	203225420020	0000478548	Active	Domestic	Not Available	8330 153rd Av NW	Ramsey	255	05/08/1977	CTCW	WEL	Yes
143	213225330007	0000126767	Active	Domestic	Not Available	7950 149th NW	Ramsey	155	09/03/1976	CTCG	WEL	Yes
144	213225430019	0000182159	Active	Domestic	Not Available	7500 150th La NW	Ramsey	158	07/07/1983	QBAA	WEL	Yes
145	283225120007	0000574223	Active	Domestic	Not Available	7454 149th Av NW	Ramsey	132	10/09/1995	QBAA	WEL	Yes
146	293225410010	0000533722	Active	Domestic	Not Available	8133 144th Av NW	Ramsey	210	09/14/1993	CTCG	WEL	Yes
147	283225120005	0000574222	Active	Domestic	Not Available	7528 149th Av NW	Ramsey	132	10/17/1995	QBAA	WEL	Yes
148	223225330008	0000208761	Active	Domestic	Not Available	7100 149th La NW	Ramsey	145	Not Available	CSLT	WEL	Yes
149	293225410014	0000439987	Active	Domestic	Not Available	14331 Armstrong Bl NW	Ramsey	215	04/25/1988	CTCG	WEL	Yes
150	213225430031	0000170422	Active	Domestic	Not Available	7521 149th Av NW	Ramsey	122	09/19/1981	QBAA	WEL	Yes
151	213225440024	0000429257	Active	Domestic	Not Available	7290 149th La NW	Ramsey	215	08/27/1987	CTCG	WEL	Yes
152	213225320009	0000156192	Active	Domestic	Not Available	7900 152nd La NW	Ramsey	185	12/28/1978	CTCG	WEL	Yes
153	213225340018	0000122790	Active	Domestic	Not Available	14921 Zeolite St NW	Ramsey	170	05/25/1976	CTCG	WEL	Yes
154	283225120004	0000612330	Active	Domestic	Not Available	7560 149th Av NW	Ramsey	134	08/19/1998	QBAA	WEL	Yes
155	213225330010	0000126647	Active	Domestic	Not Available	7850 149th NW	Ramsey	170	12/03/1976	CTCG	WEL	Yes
156	283225110007	0000619214	Active	Domestic	Not Available	7362 149th Av NW	Ramsey	209	08/28/1998	CTCG	WEL	Yes
157	363225140045	0000133317	Active	Domestic	Not Available	331 Coolidge St	Anoka	184	11/11/1977	CTCG	WEL	Yes
158	213225430011	0000442102	Active	Domestic	Not Available	7401 150th La NW	Ramsey	107	07/07/1988	QBAA	WEL	Yes
159	213225430005	0000143380	Active	Domestic	Not Available	15040 Uranimite St NW	Ramsey	120	03/09/1978	QBAA	WEL	Yes
160	213225330026	0000126774	Active	Domestic	Not Available	15001 Bison St NW	Ramsey	185	08/26/1976	CTCG	WEL	Yes
161	223225330032	0000505667	Active	Domestic	Not Available	14936 Limonite St NW	Ramsey	150	01/23/1990	MTPL	WEL	Yes
162	293225410009	0000570126	Active	Domestic	Not Available	8149 144th Av NW	Ramsey	108	09/29/1995	QBAA	WEL	Yes
163	283225120006	0000487588	Active	Domestic	Not Available	7520 149th Av NW	Ramsey	175	07/18/1991	QBAA	WEL	Yes

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PCSI ID	PID No.	Unique No.	Status	Use	Well Name	Well Location	City	Total Depth (Feet)	Date Completed	Aquifer	PCS Code	Location Verified
164	293225410020	0000423121	Active	Domestic	Not Available	14312 Armstrong Bl NW	Ramsey	190	08/07/1986	CTCG	WEL	Yes
165	283225120009	0000567229	Active	Domestic	Not Available	7428 149th Av NW	Ramsey	192	07/11/1995	CTCG	WEL	Yes
166	213225340006	0000790658	Active	Domestic	Odenbrett, Preston & Vaugh	15040 Willemite St	Ramsey	199	06/11/2012	CTCG	WEL	Yes
167	363225130009	0000149780	Active	Domestic	Olson, Gerald	381 Coolidge St	Anoka	209	05/31/1978	CTCG	WEL	Yes
168	213225330025	0000487842	Active	Domestic	Pahl, Martin	14921 Bison St NW	Ramsey	141	09/10/1991	CSLT	WEL	Yes
169	203225430003	0000197567	Active	Domestic	Pastorek, Larry	15076 Iguana St NW	Ramsey	185	11/17/1983	CSLT	WEL	Yes
170	213225440012	0000415887	Active	Domestic	Patzer	7350 150th La NW	Ramsey	243	10/02/1985	CTCG	WEL	Yes
171	273225230004	0000183685	Active	Domestic	Peltzer, Reinholdt	14650 Ramsey Bl NW	Ramsey	168	11/20/1981	CSLT	WEL	Approximate
172	223225330014	0000767802	Active	Domestic	Pelzer, Arnold	15035 Ramsey Bl NW	Ramsey	71	09/15/2008	QBAA	WEL	Yes
173	283225320023	0000705431	Active	Public Supply/Non-Comm.-Transient	Pleasureland Rv Center	7900 Riverdale Dr	Ramsey	160	01/05/2005	QBAA	WEL	Yes
174	213225330009	0000743422	Active	Domestic	Powers, Herb	7910 149th La NW	Ramsey	88	10/16/2006	QBAA	WEL	Yes
175	293225140008	0000431687	Active	Domestic	Powers, Mike	8050 147th St NW	Ramsey	117	11/05/1987	QBAA	WEL	Yes
176	283225330005	0000790638	Active	Domestic	Pregler, Andy	14290 Alpaca St NW	Ramsey	280	02/28/2013	CTCG	WEL	Yes
177	203225430002	0000432484	Active	Domestic	Quinn	15092 Iguana St NW	Ramsey	67	07/29/1987	QBAA	WEL	Yes
178	363225140046	0000144182	Active	Domestic	Quinn, Mike	321 Coolidge St NW	Anoka	218	02/01/1978	CSLT	WEL	Yes
179	223225330004	0000208759	Active	Domestic	R & B Const.	15021 Limonite St NW	Ramsey	121	11/16/1973	CSLT	WEL	Yes
180	223225330030	0000242776	Active	Domestic	R&B Const. #27	7000 149th La NW	Ramsey	120	05/23/1974	CSLT	WEL	Yes
181	363225130010	0000149709	Active	Domestic	Raaum, Roger	371 Coolidge St	Anoka	199	12/20/1978	CSLT	WEL	Yes
182	203225440002	0000611056	Active	Public Supply/Non-Comm.-Transient	Ramsey Fire Stat. 2	15050 Armstrong Bl NW	Ramsey	260	04/20/2000	CTCG	WEL	Yes
183	283225420024	0000773399	Active	Irrigation	Ramsey Ir	7550 Sunwood Dr	Ramsey	320	07/21/2010	CTCG	WEL	Yes
184	283225240002	0000563016	Active	Test Well	Ramsey Tw-4	7601 Industry Av NW	Ramsey	350	06/25/1997	CTCE	WEL	Approximate
185	283225220057	0000731127	Active	Monitor Well	Ramsey Tw-7	Industry Av NW	Ramsey	304	03/21/2006	CTCE	WEL	Uncertain
186	293225110008	0000429199	Active	Commercial	Ranelle, Dick	14700 Armstrong Bl NW	Ramsey	106	06/29/1987	QBAA	WEL	Yes
187	273225220065	0000743827	Active	Irrigation	Raymond Renner Properties, Llc	7065 148th La NW	Ramsey	192	08/21/2006	CSLT	WEL	Yes
188	223225330001	0000743171	Active	Domestic	Rosenberg, Cathy	15042 Limonite St NW	Ramsey	79	08/07/2008	QBAA	WEL	Yes
189	223225330030	0000208762	Active	Domestic	Rt B Const.	7000 149th La NW	Ramsey	150	Not Available	CSLT	WEL	Yes
190	203225420024	0000632763	Active	Domestic	Schagwerl, Tom	15150 Iguana St NW	Ramsey	172	06/21/1999	CTCG	WEL	Yes
191	223225330021	0000717246	Active	Domestic	Schmitz, Paul	14950 Kamacite St NW	Ramsey	118	10/29/2004	QBAA	WEL	Yes
192	203225420033	0000434311	Active	Domestic	Schroedl, Steve	15211 Iguana St NW	Ramsey	200	05/12/1987	CTCG	WEL	Yes
193	213225430021	0000197576	Active	Domestic	Schugowski, Ed	7471 149th La NW	Ramsey	260	07/16/1984	CTCG	WEL	Yes
194	203225420024	0000242757	Active	Not Available	Schwagel, Thomas And Cindy	15150 Iguana	Ramsey	65	Not Available	Not Available	WEL	Yes
195	213225320013	0000761474	Active	Domestic	Scott, Kyle	7841 151st La NW	Ramsey	92	10/09/2008	CSTL	WEL	Yes
196	213225340017	0000652503	Active	Domestic	Shefveland, Jim	7600 150th La NW	Ramsey	132	08/04/2000	QBAA	WEL	Yes
197	223225340021	0000126489	Active	Domestic	Sienko, Larry	6950 150th Av NW	Ramsey	158	12/01/1977	CTCG	WEL	Yes
198	203225410021	0000432526	Active	Domestic	Simon, James	8021 152nd Av NW	Ramsey	150	05/21/1987	CTCG	WEL	Yes
199	283225119901	0000122463	Active	Domestic	Sjerven, Stephen	14700 Ramsey Bl	Ramsey	160	01/22/1977	CSLT	WEL	Approximate
200	293225410004	0000406272	Active	Public Supply/Non-Comm.-Transient	Sleep Easy Mattess Co.	8000 10 Hy W	Ramsey	240	09/21/1984	CTCG	WEL	Yes
201	213225440013	0000506557	Active	Domestic	Smilth, Dan L.	7341 149th La NW	Ramsey	276	05/17/1999	CTCG	WEL	Yes
202	293225410011	0000549759	Active	Domestic	Smith, Ray	8121 144th Av NW	Ramsey	170	07/21/1994	CTCG	WEL	Yes
203	203225420013	0000611065	Active	Domestic	Snyder, Harlan & Eleanor	15210 Jackal St NW	Ramsey	200	06/19/2000	CTCG	WEL	Yes
204	213225320011	0000169042	Active	Domestic	Soucy, Dave	7820 152nd La NW	Ramsey	190	08/30/1979	CTCG	WEL	Yes
205	213225320005	0000169043	Active	Domestic	Soucy, Dave	Not Available	Ramsey	181	08/29/1979	CTCG	WEL	Uncertain
206	203225410023	0000158329	Active	Domestic	Stadden, John	8050 152nd Av NW	Ramsey	190	06/19/1986	CTCG	WEL	Yes
207	213225340025	0000126639	Active	Domestic	Stevenson, Jerry	7750 149th NW	Ramsey	170	07/07/1976	CTCG	WEL	Yes
208	223225330026	0000418467	Active	Domestic	Stoeckmann, Richard	7010 151st Av NW	Ramsey	112	07/24/1986	QBAA	WEL	Yes
209	213225320018	0000209281	Active	Domestic	Strate, Alen	15120 Chameleon St NW	Ramsey	110	09/20/1973	QBAA	WEL	Yes
210	203225410024	0000429102	Active	Domestic	Sutton	8030 152nd Av NW	Ramsey	96	02/03/1987	QBAA	WEL	Yes
211	203225420023	0000242750	Active	Not Available	Tekwall, Dwight	15200 Iguana St NW	Ramsey	0	09/01/1978	Not Available	WEL	Yes
212	283225330006	0000512849	Active	Domestic	Thomas, Jeffery & Scott, Kari	14275 Alpaca St NW	Ramsey	65	07/02/1992	QWTA	WEL	Yes
213	223225330016	0000559351	Active	Public Supply/Non-Comm.-Transient	Tom Thumb Food Market	14911 Ramsey Bl NW	Ramsey	190	05/26/1995	CTCG	WEL	Yes
214	213225440028	0000451462	Active	Domestic	Traines	7400 149th La NW	Ramsey	235	09/13/1988	CTCG	WEL	Yes
215	213225340019	0000768689	Active	Domestic	Ustimehuk, Leon	15001 Zeolite St NW	Ramsey	180	05/14/2009	CTCG	WEL	Yes
216	213225440021	0000168707	Active	Domestic	Wagner, Roy	7231 149th La NW	Ramsey	214	11/29/1979	CTCG	WEL	Yes
217	213225320017	0000279292	Active	Domestic	Williams Construction	15150 Chameleon St NW	Ramsey	65	10/11/1973	Not Available	WEL	Approximate

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Table C-3

PCSI Results - Well Locations in the DWSMAs
City of Ramsey Part 2 WHPP Amendment

PCSI ID	PID No.	Unique No.	Status	Use	Well Name	Well Location	City	Total Depth (Feet)	Date Completed	Aquifer	PCS Code	Location Verified
218	213225430024	0000439953	Active	Domestic	Williams, Ralph	7411 149th La NW	Ramsey	165	01/15/1988	QBAA	WEL	Yes
219	213225430029	0000429284	Active	Domestic	Williams, Ralph	7451 149th Av NW	Ramsey	188	10/01/1987	QBAA	WEL	Yes
220	213225330017	0000750676	Active	Domestic	Wochnick, Richard	14941 Chameleon St NW	Ramsey	78	10/09/2007	QBAA	WEL	Yes
221	213225330006	0000497487	Active	Domestic	Wolfbauer, Frank	7921 150th La NW	Ramsey	141	10/23/1991	QBAA	WEL	Yes
222	213225330018	0000768695	Active	Domestic	Wright, Mike & Sharen	14291 Chameleon St NW	Ramsey	140	07/16/2009	CTCG	WEL	Yes
223	223225330020	0000242554	Active	Domestic	Wyatt, M.L.	15001 Ramsey Bl	Ramsey	140	10/16/1975	CSTL	WEL	Yes
224	213225320024	0000242407	Active	Domestic	Zimmerman, C.S.	7810 151st La NW	Ramsey	198	06/00/1973	CTCG	WEL	Yes

Approximate - Parcel not found but location is approximately where that address would exist
Uncertain - Not enough address information to verify location

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Table C-4

PCSI Results - Potential Class V Well Locations in the DWSMAs
City of Ramsey Part 2 WHPP Amendment

PCSI ID	PID No.	Status	Location Name	Street Address	City or Twp	PCS Code	Location Verified
225	293225140011	Closed	Chalich Trucking Inc.	8049 146th Avenue NW	Ramsey	CVMVW	Yes
226	283225310003	Active	Ez Auto Sales And Service	7751 Highway 10 NW	Ramsey	CVMVW	Yes
227	283225430002	Active*	Import Auto Sales Inc	7443 Highway 10	Ramsey	CVMVW	Yes
228	283225320025	Active	Lake Region Rvs	7815 Riverdale Dr NW	Ramsey	CVMVW	Yes
229	283225320023	Active	Pleasureland Rv Center Inc	7900 Riverdale Dr NW	Ramsey	CVMVW	Yes
230	293225410022	Active	Quality Rv	8155 Riverdale Dr Nw	Ramsey	CVMVW	Approximate
231	283225320003	Active	Wilkins Used Cars/Anoka Auto	7955 Riverdale Drive NW	Ramsey	CVMVW	Yes

Potential Contaminant Source (PCS) Codes:
CVMVW - Motor Vehicle Waste Disposal Well (potential Class V)

Approximate - Parcel not found but location is approximately where that address would exist

* Indicates status of hazardous waste generator permit

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Table C-5

PCSI Results - Storage Tank Locations in the DWSMAs
City of Ramsey Part 2 WHPP Amendment

PCSI ID	PID Number	MPCA Agency Interests ID	Site	Site Address	City	PCS Code-Material Code	Above or Underground	Tank Number	Tank Capacity	Install Date	Tank Status	Tank Product/Product Released	Release Discovered Date	Release Report Date	Complete Site Closure Date	Location Verified
232	283225420002	140313	Elite Lift Truck	7575 Highway 10 NW	Ramsey	AST-F000	Aboveground Storage Tank	ESOC763	550	2/17/2012	Active	Used Oil	Not Applicable	Not Applicable	Not Applicable	Yes
233	253225430043	22165	Aca Management 367	5195 142nd Ave NW	Ramsey	UST-C000	Underground Storage Tank System	001	12,000	8/15/1990	Removed	Alcohol Blend	Not Applicable	Not Applicable	Not Applicable	Yes
233	253225430043	22165	Aca Management 367	5195 142nd Ave NW	Ramsey	UST-C000	Underground Storage Tank System	002	12,000	8/15/1990	Removed	Alcohol Blend	Not Applicable	Not Applicable	Not Applicable	Yes
233	253225430043	22165	Aca Management 367	5195 142nd Ave NW	Ramsey	UST-C000	Underground Storage Tank System	003	12,000	8/15/1990	Removed	Alcohol Blend	Not Applicable	Not Applicable	Not Applicable	Yes
234	363225120020	107235	City Of Ramsey	14100 Saint Francis Blvd NW	Ramsey	UST-F000	Underground Storage Tank System	001	550	9/15/1973	Removed	Gasoline	Not Applicable	Not Applicable	Not Applicable	Yes
234	363225120020	107235	City Of Ramsey	14100 Saint Francis Blvd NW	Ramsey	UST-F000	Underground Storage Tank System	002	550	9/15/1973	Removed	Diesel	Not Applicable	Not Applicable	Not Applicable	Yes
235	273225230004	25184	Connexus Energy	14601 Ramsey Blvd	Ramsey	AST-F000	Aboveground Storage Tank	1001	2,500	10/21/2016	Active	Gasoline, Non-Oxygenated	Not Applicable	Not Applicable	Not Applicable	Yes
235	273225230004	25184	Connexus Energy	14601 Ramsey Blvd	Ramsey	AST-F000	Aboveground Storage Tank	1002	2,500	10/21/2016	Active	Diesel Fuel	Not Applicable	Not Applicable	Not Applicable	Yes
235	273225230004	25184	Connexus Energy	14601 Ramsey Blvd	Ramsey	AST-F000	Aboveground Storage Tank	1003	2,500	10/21/2016	Active	Diesel Fuel	Not Applicable	Not Applicable	Not Applicable	Yes
235	273225230004	25184	Connexus Energy	14601 Ramsey Blvd	Ramsey	AST-F000	Aboveground Storage Tank	1004	1,000	7/11/2016	Active	Diesel Fuel	Not Applicable	Not Applicable	Not Applicable	Yes
235	273225230004	25184	Connexus Energy	14601 Ramsey Blvd	Ramsey	AST-F000	Aboveground Storage Tank	1005	300	10/21/2016	Active	Used Oil	Not Applicable	Not Applicable	Not Applicable	Yes
236	273225230004	25184	Connexus Energy	14601 Ramsey Blvd	Ramsey	UST-F000	Underground Storage Tank System	001	10,000	1/1/1900	Removed	Diesel	Not Applicable	Not Applicable	Not Applicable	Yes
236	273225230004	25184	Connexus Energy	14601 Ramsey Blvd	Ramsey	UST-F000	Underground Storage Tank System	002	10,000	1/1/1900	Removed	Diesel	Not Applicable	Not Applicable	Not Applicable	Yes
236	273225230004	25184	Connexus Energy	14601 Ramsey Blvd	Ramsey	UST-F000	Underground Storage Tank System	003	6,000	1/1/1900	Removed	Gasoline	Not Applicable	Not Applicable	Not Applicable	Yes
237	273225230004	25184	Connexus Energy	14601 Ramsey Blvd	Ramsey	UST-W000	Underground Storage Tank System	004	560	1/1/1900	Removed	Used or waste oil	Not Applicable	Not Applicable	Not Applicable	Yes
238	363225120011	29715	Food N Fuel C15	13939 Saint Francis Blvd	Ramsey	UST-C000	Underground Storage Tank System	003	10,000	9/20/1987	Removed	Alcohol Blend	Not Applicable	Not Applicable	Not Applicable	Yes
238	363225120011	29715	Food N Fuel C15	13939 Saint Francis Blvd	Ramsey	UST-C000	Underground Storage Tank System	111	10,000	12/1/1985	Removed	Alcohol Blend	Not Applicable	Not Applicable	Not Applicable	Yes
238	363225120011	29715	Food N Fuel C15	13939 Saint Francis Blvd	Ramsey	UST-C000	Underground Storage Tank System	222	10,000	12/1/1985	Removed	Alcohol Blend	Not Applicable	Not Applicable	Not Applicable	Yes
239	363225120013	118201	Formerly Brooks Food Market #46	14051 Saint Francis Blvd	Ramsey	UST-F000	Underground Storage Tank System	001	8,000	8/3/1987	Removed	Gasoline	Not Applicable	Not Applicable	Not Applicable	Approximate
239	363225120013	118201	Formerly Brooks Food Market #46	14051 Saint Francis Blvd	Ramsey	UST-F000	Underground Storage Tank System	002	10,000	8/3/1987	Removed	Gasoline	Not Applicable	Not Applicable	Not Applicable	Approximate
239	363225120013	118201	Formerly Brooks Food Market #46	14051 Saint Francis Blvd	Ramsey	UST-F000	Underground Storage Tank System	003	10,000	8/3/1987	Removed	Gasoline	Not Applicable	Not Applicable	Not Applicable	Approximate
240	253225310011	148586	Holiday Stationstore #323	14350 Xkimo St NW	Ramsey	UST-F000	Underground Storage Tank System	001	20,000	7/23/2001	Active	Gasoline	Not Applicable	Not Applicable	Not Applicable	Yes
240	253225310011	148586	Holiday Stationstore #323	14350 Xkimo St NW	Ramsey	UST-F000	Underground Storage Tank System	002	10,000	7/23/2001	Active	Gasoline	Not Applicable	Not Applicable	Not Applicable	Yes
240	253225310011	148586	Holiday Stationstore #323	14350 Xkimo St NW	Ramsey	UST-F000	Underground Storage Tank System	003	10,000	7/23/2001	Active	Gasoline	Not Applicable	Not Applicable	Not Applicable	Yes
240	253225310011	148586	Holiday Stationstore #323	14350 Xkimo St NW	Ramsey	UST-F000	Underground Storage Tank System	004	10,000	7/23/2001	Active	Gasoline	Not Applicable	Not Applicable	Not Applicable	Yes
241	293225140014	105903	Oasis Market #535	14550 Armstrong Blvd NW	Ramsey	UST-F000	Underground Storage Tank System	001	10,000	5/26/1982	Removed	Gasoline	Not Applicable	Not Applicable	Not Applicable	Yes
241	293225140014	105903	Oasis Market #535	14550 Armstrong Blvd NW	Ramsey	UST-F000	Underground Storage Tank System	002	10,000	5/26/1982	Removed	Gasoline	Not Applicable	Not Applicable	Not Applicable	Yes
242	223225330016	105905	Ramsey Market	14911 Ramsey Blvd NW	Ramsey	UST-F000	Underground Storage Tank System	001	10,000	11/15/1976	Active	Gasoline	Not Applicable	Not Applicable	Not Applicable	Yes
242	223225330016	105905	Ramsey Market	14911 Ramsey Blvd NW	Ramsey	UST-F000	Underground Storage Tank System	002	10,000	11/15/1976	Active	E-10 - 10% ethanol & 90% gas	Not Applicable	Not Applicable	Not Applicable	Yes
242	223225330016	105905	Ramsey Market	14911 Ramsey Blvd NW	Ramsey	UST-F000	Underground Storage Tank System	003	10,000	10/22/1985	Active	Diesel	Not Applicable	Not Applicable	Not Applicable	Yes
243	363225120018	108904	Superamerica #4508	14000 Saint Francis Blvd	Ramsey	AST	Aboveground Storage Tank	1001	300	2/10/2011	Removed	Other	Not Applicable	Not Applicable	Not Applicable	Yes
244	363225120018	108904	Superamerica #4508	14000 Saint Francis Blvd	Ramsey	UST-F000	Underground Storage Tank System	001	12,000	10/25/1995	Active	E-10 - 10% ethanol & 90% gas, Diesel	Not Applicable	Not Applicable	Not Applicable	Yes
244	363225120018	108904	Superamerica #4508	14000 Saint Francis Blvd	Ramsey	UST-F000	Underground Storage Tank System	002	10,000	10/25/1995	Active	E-10 - 10% ethanol & 90% gas, Diesel	Not Applicable	Not Applicable	Not Applicable	Yes
244	363225120018	108904	Superamerica #4508	14000 Saint Francis Blvd	Ramsey	UST-F000	Underground Storage Tank System	003	10,000	10/25/1995	Active	E-10 - 10% ethanol & 90% gas, Diesel	Not Applicable	Not Applicable	Not Applicable	Yes
244	363225120018	108904	Superamerica #4508	14000 Saint Francis Blvd	Ramsey	UST-F000	Underground Storage Tank System	004	10,000	10/25/1995	Active	E-10 - 10% ethanol & 90% gas, Diesel	Not Applicable	Not Applicable	Not Applicable	Yes
245	253225430043	22165	Aca Management 367	5195 142nd Ave NW	Ramsey	LUST	Not Applicable	Not Applicable	Not Applicable	Not Applicable	Closed	Gasoline, Unleaded	7/20/2001	7/20/2001	12/4/2002	Yes
246	273225230004	25184	Connexus Energy	14601 Ramsey Blvd	Ramsey	LUST	Not Applicable	Not Applicable	Not Applicable	Not Applicable	Closed	Diesel	8/4/2016	8/4/2016	12/27/2016	Yes
247	363225210009	38300	Egan Oil Co	500 Bunker Lake Blvd NW	Anoka	LUST	Not Applicable	Not Applicable	Not Applicable	Not Applicable	Closed	Unknown	4/29/2010	4/29/2010	6/13/2011	Yes
248	363225120011	29715	Food N Fuel C15	13939 Saint Francis Blvd	Ramsey	LUST	Not Applicable	Not Applicable	Not Applicable	Not Applicable	Closed	Gasoline, Unleaded	4/24/2006	4/24/2006	12/15/2006	Yes
249	363225120013	118201	Formerly Brooks Food Market #46	14051 Saint Francis Blvd	Ramsey	LUST	Not Applicable	Not Applicable	Not Applicable	Not Applicable	Closed	Unknown	6/14/1994	6/14/1994	9/30/1994	Approximate
250	213225440027	194638	Menkneld Property	Ramsey Blvd NW & 149th Ave Nw	Ramsey	LUST	Not Applicable	Not Applicable	Not Applicable	Not Applicable	Closed	Unknown	2/20/1998	2/24/1998	2/25/2008	Approximate
251	293225140014	105903	Oasis Market #535	14550 Armstrong Blvd NW	Ramsey	LUST	Not Applicable	Not Applicable	Not Applicable	Not Applicable	Closed	Gasoline, Unleaded	6/13/1994	6/14/1994	9/30/1994	Yes
252	293225140010	191649	Ramsey Crossing Property	8019 146th Ave NW	Ramsey	LUST	Not Applicable	Not Applicable	Not Applicable	Not Applicable	Closed	Unknown	5/29/2013	5/29/2013	1/16/2014	Yes
253	223225330016	105905	Ramsey Market	14911 Ramsey Blvd NW	Ramsey	LUST	Not Applicable	Not Applicable	Not Applicable	Not Applicable	Closed	Gasoline, Unleaded	6/9/2011	6/13/2011	1/15/2013	Yes

LUST - Leaking Underground Storage Tank
AST - Aboveground Storage Tank
UST - Underground Storage Tank

Approximate - Parcel not found but location is approximately where that address would exist

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Table C-6

PCSI Results - Chemical Storage Sites in the DWSMAs
City of Ramsey Part 2 WHPP Amendment

Non-Agricultural Chemicals							
PCSI ID	**PID Number**	**CAS Number**	**Facility Name**	**Site Address**	**Chemicals**	**PCS Code - Material Code**	**Location Verified**
254	283225430003	20950002	Amerigas Propane Lp #3900	7411 W Hwy 10	Propane (Liquified Petroleum Gas)	STOR-F000	Yes
255	273225230004	20950017	Connexus Energy	14601 Ramsey Blvd	Diesel Fuel, Gasoline	STOR-F000	Yes

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Table C-7

PCSI Results - Spill Locations in the DWSMAs
City of Ramsey Part 2 WHPP Amendment

PCSI ID	PID No.	MPCA Incident ID	Location Name	Street Address	City or Twp	Status	Substance	PCS Code	Location Verified
256	363225120013	20568	Brooks/Fina/Superette	14051 N W Saint Francis Blvd	Ramsey	Closed	Gasoline, Leaded	SPL	Yes
257	273225230004	101830	Connexus Energy	14601 Ramsey Blvd	Ramsey	Closed	Diesel Fuel	SPL	Yes
258	273225230004	101827	Connexus Energy	14601 Ramsey Blvd	Ramsey	Closed	Diesel Fuel	SPL	Yes
259	273225230004	101251	Connexus Energy	14601 Ramsey Boulevard	Ramsey	Closed	Unknown	SPL	Yes
260	273225230004	85905	Connexus Energy	14601 Ramsey Blvd	Ramsey	Closed	Diesel Fuel	SPL	Yes
261	253225310011	61874	Holiday Companies	14350 Xkimo St	Ramsey	Closed	Gasoline, Unleaded	SPL	Yes
262	363225120018	55155	Mississippi Transport	14000 Saint Francis St	Ramsey	Closed	Gasoline, Unleaded	SPL	Yes
263	363225210140	63438	Not Available	14035 Argon St	Ramsey	Closed	Paint - Latex	SPL	Yes
264	223225330016	15493	Wayne Transport	14911 Ramsey Blvd	Ramsey	Closed	Petroleum Other	SPL	Yes

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Table C-8

PCSI Results - Potential Contaminant Source Locations in the DWSMAs
City of Ramsey Part 2 WHPP Amendment

PCSI ID	PID No.	MPCA Agency Interests ID	Status	Location Name	Street Address	City or Twp	PCS Code	Location Verified
265	283225310005	193179	Active	Auto Ranch	7665 Highway 10 NW	Ramsey	BMS	Yes
266	283225310003	93602	Active	E-Z Auto Sales Inc	7751 Highway 10 Ste 6	Ramsey	BMS	Yes
267	283225430002	90420	Active	Import Auto Sales Inc	7443 Highway 10	Ramsey	BMS	Yes
268	203225340004	189406	Active	Ramsey School Site	See Location Description	Ramsey	BMS	Uncertain
269	363225120013	191178	Active	River's Bend Plaza	14001 St. Francis Blvd NW	Ramsey	BMS	Yes
270	283225240017	192296	Active	Senior Housing Parcel	County Road 116	Ramsey	BMS	Uncertain

PCS Codes
BMS - Brownfields

Uncertain - Not enough address information to verify location

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Table C-9

High Capacity Wells within One Mile of the DWSMA
City of Ramsey Part 2 WHPP Amendment

PCSI ID	Permit Number	Unique ID	Status	Permittee	Use	Aquifer	Permitted Volume MGY
1	1985-6005	161441	Active	Ramsey, City Of	Municipal/Public Water Supply	CWON	850
2	1985-6005	416183	Active	Ramsey, City Of	Municipal/Public Water Supply	CTCG	850
3	1985-6005	580303	Active	Ramsey, City Of	Municipal/Public Water Supply	CTCW	850
4	1985-6005	580313	Active	Ramsey, City Of	Municipal/Public Water Supply	CTCW	850
5	1985-6005	593672	Active	Ramsey, City Of	Municipal/Public Water Supply	CTCW	850
6	1985-6005	706840	Active	Ramsey, City Of	Municipal/Public Water Supply	CTCW	850
7	1985-6005	743832	Active	Ramsey, City Of	Municipal/Public Water Supply	CTCW	850
8	1985-6005	743833	Active	Ramsey, City Of	Municipal/Public Water Supply	CTCW	850
183	2015-3019	773399	Active	Ramsey, City of	Landscaping/Athletic Field Irrigation	CTCG	8
122215	1999-6047	122215	Active	Marshall Concrete Products	Non-metallic Processing (rubber, plastic, glass, concrete)	CTCG	7
201178	1976-6187	201178	Active	City of Anoka	Municipal/Public Water Supply	CEMS	1200
201182	1976-6187	201182	Active	City of Anoka	Municipal/Public Water Supply	CMTS	1200
209269	1976-6186	209269	Active	City of Anoka	Golf Course Irrigation	QWTA	65
224625	1976-6187	224625	Active	City of Anoka	Municipal/Public Water Supply	CWMS	1200
417499	2015-2400	417499	Active	Kurak, Thomas	Once-through Systems (HVAC)	CTCG	2
463025	1991-6175	463025	Active	MN Pollution Control Agency - St Paul	Pollution Containment	QWTA	580
463026	1991-6175	463026	Active	MN Pollution Control Agency - St Paul	Pollution Containment	QWTA	580
463027	1991-6175	463027	Active	MN Pollution Control Agency - St Paul	Pollution Containment	QWTA	580
463028	1991-6175	463028	Active	MN Pollution Control Agency - St Paul	Pollution Containment	QWTA	580
463029	1991-6175	463029	Active	MN Pollution Control Agency - St Paul	Pollution Containment	QWTA	580
463030	1991-6175	463030	Active	MN Pollution Control Agency - St Paul	Pollution Containment	QWTA	580
463031	1991-6175	463031	Active	MN Pollution Control Agency - St Paul	Pollution Containment	QWTA	580
463032	1991-6175	463032	Active	MN Pollution Control Agency - St Paul	Pollution Containment	QWTA	580
463033	1991-6175	463033	Active	MN Pollution Control Agency - St Paul	Pollution Containment	QWTA	580
463034	1991-6175	463034	Active	MN Pollution Control Agency - St Paul	Pollution Containment	QWTA	580
463035	1991-6175	463035	Active	MN Pollution Control Agency - St Paul	Pollution Containment	QWTA	580
463036	1991-6175	463036	Active	MN Pollution Control Agency - St Paul	Pollution Containment	QWTA	580
463037	1991-6175	463037	Active	MN Pollution Control Agency - St Paul	Pollution Containment	CSLT	580

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Table C-9

High Capacity Wells within One Mile of the DWSMA
City of Ramsey Part 2 WHPP Amendment

PCSI ID	Permit Number	Unique ID	Status	Permittee	Use	Aquifer	Permitted Volume MGY
463038	1991-6175	463038	Active	MN Pollution Control Agency - St Paul	Pollution Containment	CSLT	580
463039	1991-6175	463039	Active	MN Pollution Control Agency - St Paul	Pollution Containment	QBAA	580
463040	1991-6175	463040	Active	MN Pollution Control Agency - St Paul	Pollution Containment	QWTA	580
463041	1991-6175	463041	Active	MN Pollution Control Agency - St Paul	Pollution Containment	CSLT	580
463042	1991-6175	463042	Active	MN Pollution Control Agency - St Paul	Pollution Containment	CSLT	580
463043	1991-6175	463043	Active	MN Pollution Control Agency - St Paul	Pollution Containment	CSLT	580
463044	1991-6175	463044	Active	MN Pollution Control Agency - St Paul	Pollution Containment	CSLT	580
512754	1993-6137	512754	Active	Anoka-Hennepin ISD 11	Landscaping/Athletic Field Irrigation	CTCW	15
676405	1976-6187	676405	Active	City of Anoka	Municipal/Public Water Supply	CTCW	1200
785266	2012-0951	785266	Active	Nathe, Joseph	Agricultural Crop Irrigation	QWTA	18.6
792110	1991-6175	792110	Active	MN Pollution Control Agency - St Paul	Pollution Containment	QWTA	580

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Figures

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A - Areas with a 1% annual chance of flooding and a 26% chance of flooding over the life of a 30-year mortgage. Because detailed analyses are not performed for such areas; no depths or base flood elevations are shown within these zones.

AE - The base floodplain where base flood elevations are provided. AE Zones are now used on new format FIRMs instead of A1-A30 Zones.

X - Area of minimal flood hazard, usually depicted on FIRMs as above the 500-year flood level. Zone C may have ponding and local drainage problems that don't warrant a detailed study or designation as base floodplain. Zone X is the area determined to be outside the 500-year flood and protected by levee from 100-year flood.

T32N R25W S17 · T32N R25W S16 · T32N R25W S15 · T32N R25W S14
T32N R25W S20 · T32N R25W S21 · T32N R25W S22 · T32N R25W S23 · T32N R25W S24
T32N R25W S29 · T32N R25W S28 · T32N R25W S27 · T32N R25W S26 · T32N R25W S25
T32N R25W S33 · T32N R25W S34 · T32N R25W S35 · T32N R25W S36
T120N R22W S4 · T120N R22W S9 · T120N R22W S10 · T120N R22W S11
T31N R25W S2 · T31N R25W S1

Jeglens Marsh · Ramsey · Grass · Unnamed (south portion) · Rum River · Mississippi River · Dayton · Anoka · Champlin

Anoka North DWSMA · Anoka Central DWSMA · Dayton 2 DWSMA · Anoka West DWSMA

Municipal Well
Railroad
PWI Watercourse
PWI Basin
Ramsey DWSMA
Nearby DWSMA
Emergency Response Area
Wellhead Protection Area
Municipal Boundary
PLS Section

FEMA Flood Zone

A
AE
X

Aquifer Vulnerability

Moderate

2 - Municipal Well Location PCSI ID (PCSI ID refers to Table C-3)

0 1,000 2,000
Feet

Image Source: FSA (2017)

MUNICIPAL WELLS, DWSMA, AND VULNERABILITY
Part 2 WHPP Amendment
City of Ramsey
Anoka County, MN

FIGURE C-1

BARR

Barr Footer: ArcGIS 10.6.1, 2019-07-08 11:42 File: J:\Projects\23\02\10811\Maps\Reports\WHPPII_2019\FigC-01 Municipal Wells_DWSMA and Vulnerability.mxd User: JJL2

Municipal Well
Fault Line
Ramsey DWSMA
Municipal Boundary

Bedrock Subcrop*

Eau Claire Formation
Jordan Sandstone
St. Lawrence Formation
Tunnel City Group
Wonewoc Sandstone

* Minnesota Geological Survey

2 - Municipal Well Location PCSI ID (PCSI ID refers to Table C-3)

0 1,000 2,000
Feet

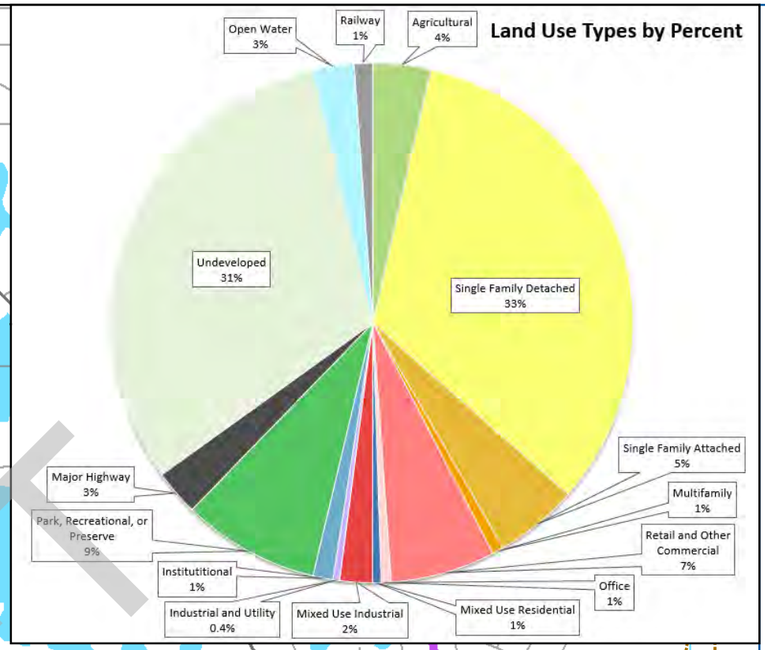
BEDROCK SUBCROP
Part 2 WHPP Amendment
City of Ramsey
Anoka County, MN

FIGURE C-2

BARR

DRAFT

Barr Footer: ArcGIS 10.6.1, 2019-07-03 13:45 File: I:\Projects\23\0021\081\Maps\Reports\WHPPII_2019\FigC-02 Bedrock Subcrop.mxd User: JJL2



Municipal Well

Ramsey DWSMA

Property Boundary

Municipal Boundary

Current Land Use*

- Single Family Detached
- Single Family Attached
- Multifamily
- Retail and Other Commercial
- Office
- Mixed Use Residential
- Mixed Use Industrial
- Industrial and Utility
- Institutional
- Park, Recreational or Preserve
- Major Highway
- Railway
- Agricultural
- Undeveloped
- Water

* Land Use Data (Met Council 2016 Generalized Land Use)

2 - Municipal Well Location PCSI ID (PCSI ID refers to Table C-3)

N

0 1,000 2,000

Feet

CURRENT LAND USE
Part 2 WHPP Amendment
City of Ramsey
Anoka County, MN

FIGURE C-3

DRAFT

Barr Footer: ArcGIS 10.6.1, 2019-07-03 12:43 File: I:\Projects\23\02\1081\Maps\Reports\WHPPII 2019\FigC-03 Current Land Use.mxd User: JJL2

Municipal Well

Ramsey DWSMA

Property Boundary

Municipal Boundary

City of Ramsey Zoning*

R-1: Rural Developing (outside MUSA)

R-1: MUSA

R-2: Medium-Density Residential

R-3: High-Density Residential

B-1: Business District

B-2: Business District

H-1: Business District

E-1: Employment District

E-2: Employment District

MU-PUD: Mixed-Use, Planned Unit Development

PUD: Planned Unit Development

COR: The COR

P: Public/Quasi-Public District

* City of Ramsey

2 - Municipal Well Location PCSI ID (PCSI ID refers to Table C-3)

N

0 1,000 2,000

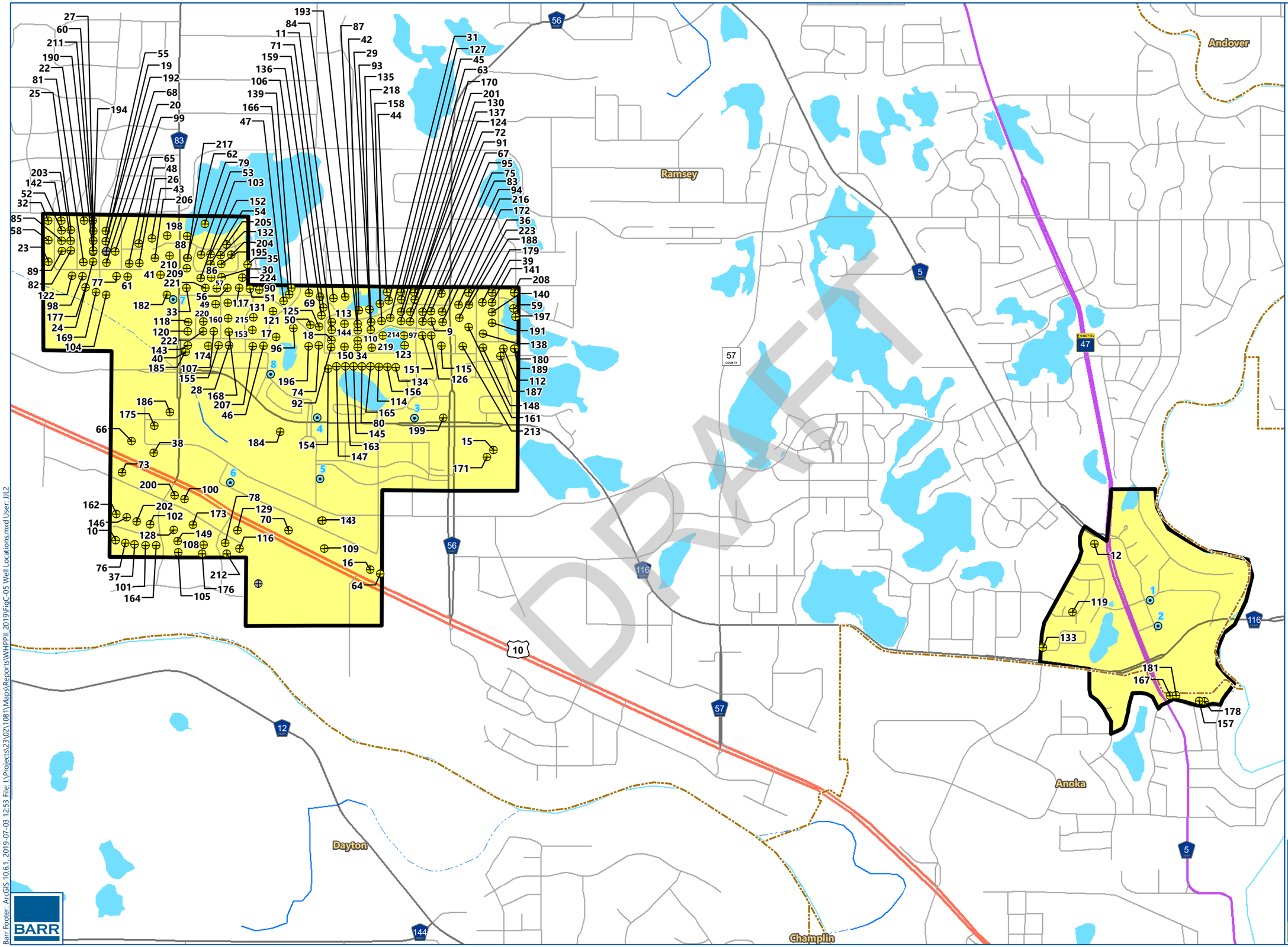
Feet

CURRENT ZONING - RAMSEY
Part 2 WHPP Amendment
City of Ramsey
Anoka County, MN

FIGURE C-4

BARR

Barr Footer: ArcGIS 10.6.1, 2019-07-09 11:07 File: I:\Projects\23\02\1081\Maps\Reports\WHPP\II_2019\FigC-04 Current Zoning.mxd User: JJL2


Municipal Well
Other Wells by Status
Active
Unknown
Ramsey DWSMA
Municipal Boundary
Aquifer Vulnerability
Moderate
95 - Other Well Location PCSI ID (PCSI ID refers to Table C-3)
2 - Municipal Well Location PCSI ID (PCSI ID refers to Table C-3)
0
1,000
2,000
Feet
Ramsey
Andover
Anoka
Dayton
Champlin
DRAFT
WELL LOCATIONS
Part 2 WHPP Amendment
City of Ramsey
Anoka County, MN
FIGURE C-5
BARR
Barr Footer: ArcGIS 10.6.1, 2019-07-03 12:53, File: I:\Projects\23\02\1081\Maps\Reports\WHPPII_2019\FigC-05 Well Locations.mxd User: JJL2

Municipal Well

Potential Class V Well Location

Ramsey DWSMA

Municipal Boundary

Aquifer Vulnerability

Moderate

225 - Potential Class V Well Location PCSI ID (PCSI ID refers to Table C-4)

2 - Municipal Well Location PCSI ID (PCSI ID refers to Table C-3)

0 1,000 2,000

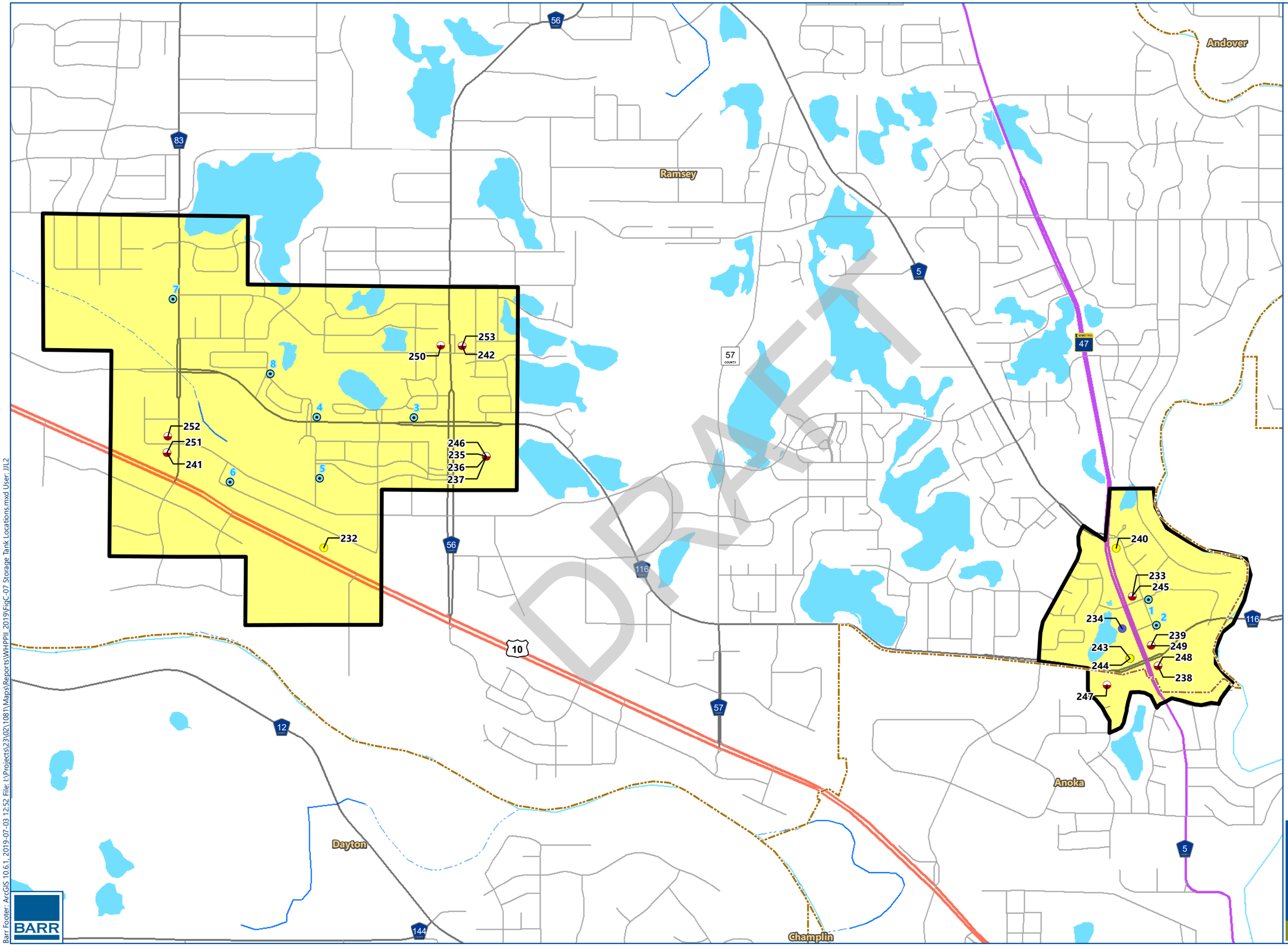
Feet

POTENTIAL CLASS V WELL LOCATIONS
Part 2 WHPP Amendment
City of Ramsey
Anoka County, MN

FIGURE C-6

DRAFT

Barr Footer: ArcGIS 10.6.1, 2019-07-03 12:53 File: I:\Projects\23\02\1081\Maps\Reports\WHPPII_2019\FigC-06 Potential Class V Well Locations.mxd User: JJL2



STORAGE TANK LOCATIONS
Part 2 WHPP Amendment
City of Ramsey
Anoka County, MN

FIGURE C-7

BARR

Barr Footer: ArcGIS 10.6.1, 2019-07-03 12:52 File: I:\Projects\23\02\10811\Maps\Reports\WHPPII_2019\FigC-07 Storage Tank Locations.mxd User: JJL2

Municipal Well

Non-agricultural Chemical Storage Location

Ramsey DWSMA

Municipal Boundary

Aquifer Vulnerability

Moderate

255 - Chemical Storage Location PCSI ID (PCSI ID refers to Table C-6)

2 - Municipal Well Location PCSI ID (PCSI ID refers to Table C-3)

0 1,000 2,000

Feet

CHEMICAL STORAGE TANK LOCATIONS

Part 2 WHPP Amendment
City of Ramsey
Anoka County, MN

FIGURE C-8

DRAFT

Barr Footer: ArcGIS 10.6.1, 2019-07-03 12:54 File: I:\Projects\23\02\10811\Maps\Reports\WHPPII_2019\FigC-08 Chemical Storage Tank Locations.mxd User: JIL2

Municipal Well
Spill Location
Ramsey DWSMA
Municipal Boundary

Aquifer Vulnerability

Moderate

260 - Spill Location Map ID
(Map ID refers to Table C-7)

2 - Municipal Well Location PCSI ID
(PCSI ID refers to Table C-3)

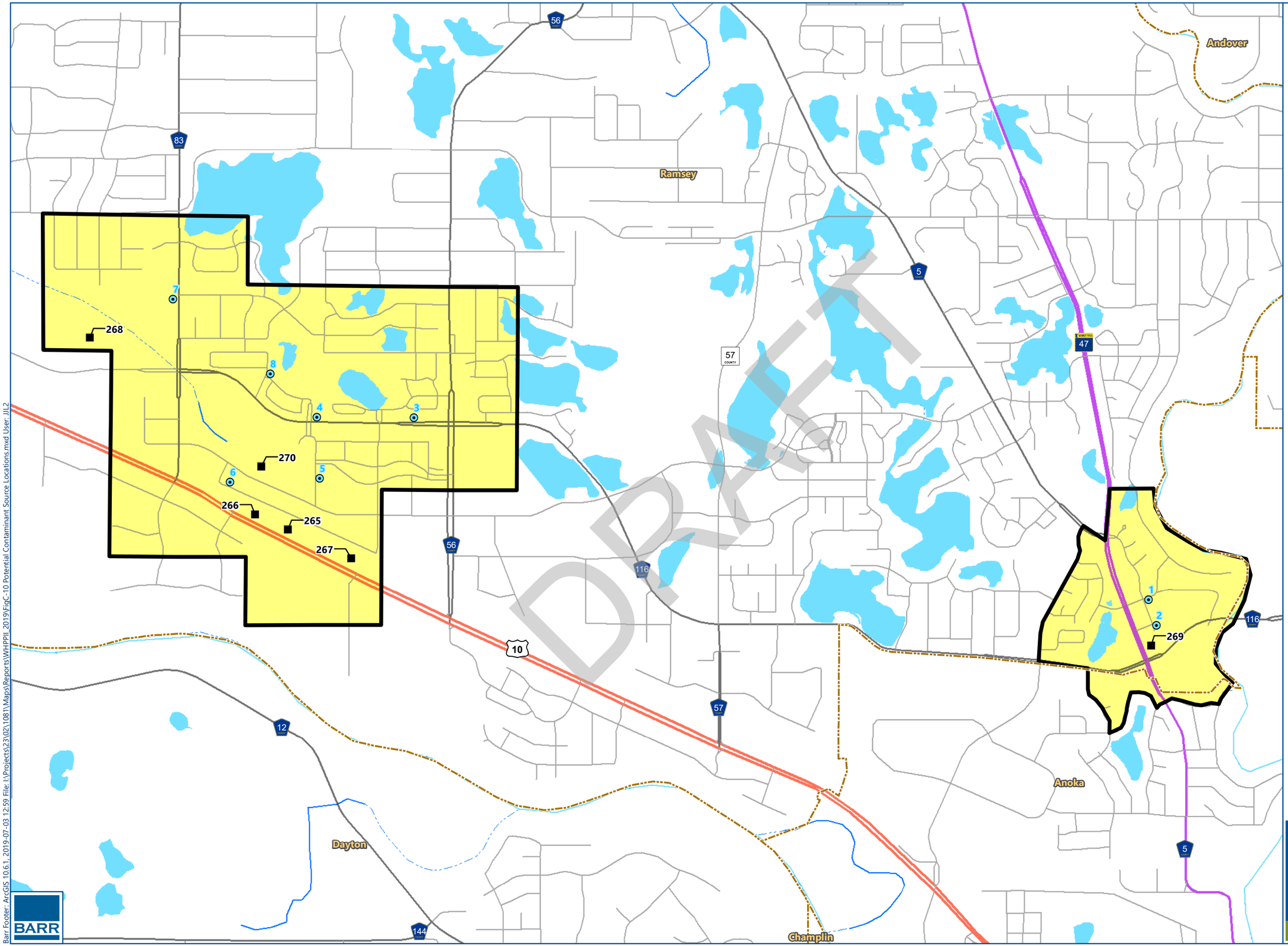
0 1,000 2,000
Feet

SPILL LOCATIONS
Part 2 WHPP Amendment
City of Ramsey
Anoka County, MN

FIGURE C-9

DRAFT

Barr Footer: ArcGIS 10.6.1, 2019-07-03 12:57 File: I:\Projects\23\02\1081\Maps\Reports\WHPPII_2019\FigC-09 Spill Locations.mxd User: JJL2

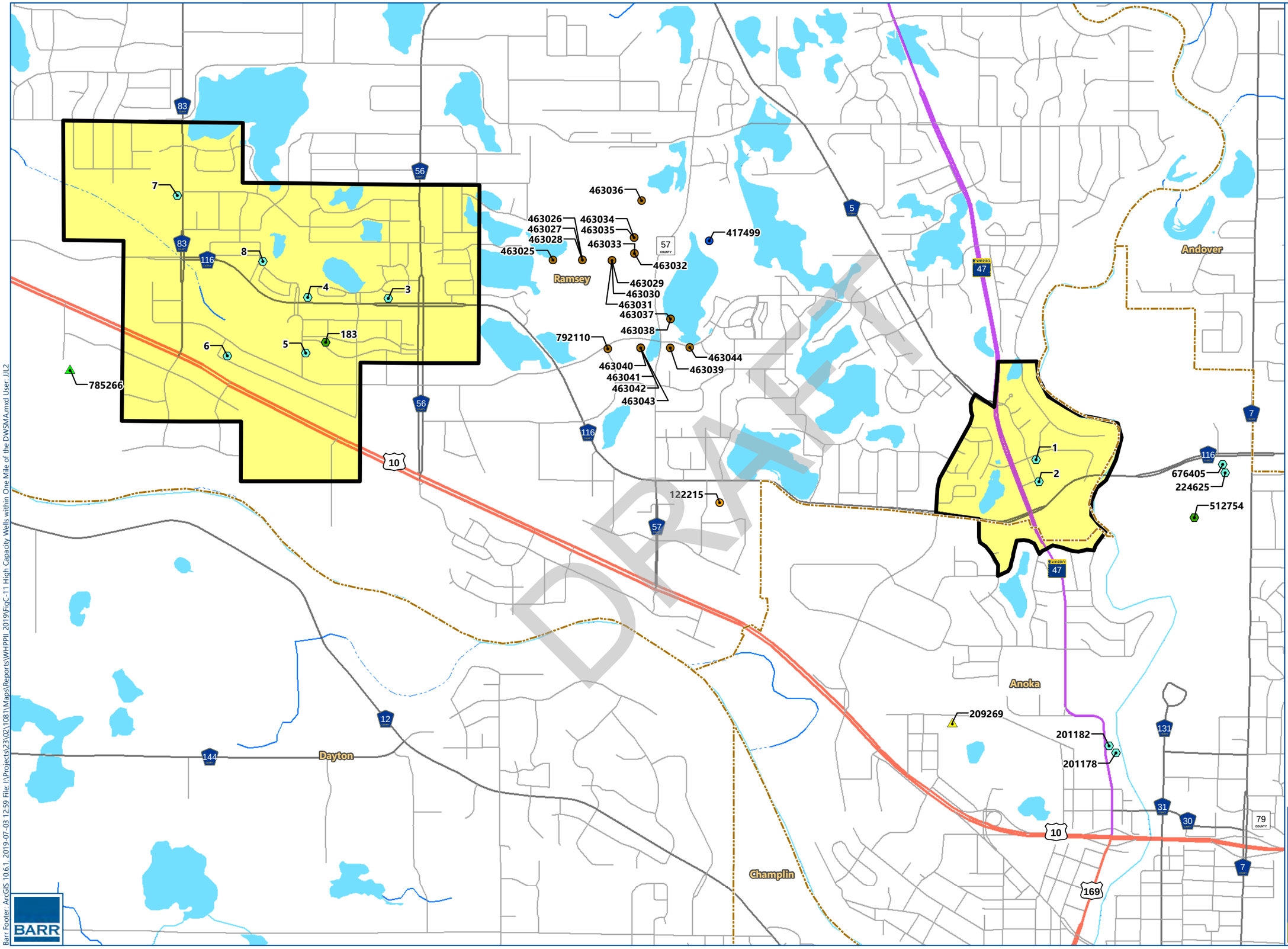


POTENTIAL CONTAMINANT SOURCE LOCATIONS
Part 2 WHPP Amendment
City of Ramsey
Anoka County, MN

FIGURE C-10

BARR

Barr Footer: ArcGIS 10.6.1, 2019-07-03 12:59 File: I:\Projects\23\0211081\Maps\Reports\WHPPII_2019\FigC-10 Potential Contaminant Source Locations.mxd User: JJL2


Permitted Water Appropriations (MPARS) Within 1 Mile of DWSMA
Agricultural Crop Irrigation
Golf Course Irrigation
Landscaping/Athletic Field Irrigation
Municipal/Public Water Supply
Non-metallic Processing (rubber, plastic, glass, concrete)
Once-through Systems (HVAC)
Pollution Containment
Ramsey DWSMA
Municipal Boundary
Aquifer Vulnerability
Moderate
463042 - MPARS Location PCSI ID (PCSI ID refers to Table C-9)
0 1,000 2,000
Feet
HIGH CAPACITY WELLS WITHIN ONE MILE OF THE DWSMA
Part 2 WHPP Amendment
City of Ramsey
Anoka County, MN
FIGURE C-11
Ramsey
Andover
Anoka
Champlin
Dayton
7
8
4
3
183
6
5
785266
463036
463026
463027
463028
463025
463034
463035
463033
463032
417499
463029
463030
463031
463037
463038
792110
463040
463041
463042
463043
463044
463039
122215
1
2
676405
224625
512754
209269
201182
201178
DRAFT
Barr Footer: ArcGIS 10.6.1, 2019-07-03 12:59 File: I:\Projects\23\02\1081\Maps\Reports\WHPPII_2019\FigC-11 High Capacity Wells within One Mile of the DWSMA.mxd User: JJL2

Municipal Well

Ramsey DWSMA

Municipal Boundary

Historical (1984) Land Use*

Single Family Residential

Commercial

Industrial

Airports

Parks & Recreation

Vacant/Agricultural

Major Four Lane Highways

Open Water Bodies

* Historical Land Use Data (Metropolitan Council)

2 - Municipal Well Location PCSI ID (PCSI ID refers to Table C-3)

N

0 1,000 2,000

Feet

HISTORICAL LAND USE
Part 2 WHPP Amendment
City of Ramsey
Anoka County, MN

FIGURE C-12

DRAFT

Barr Footer: ArcGIS 10.6.1, 2019-07-03 13:08 File: I:\Projects\23\02\1081\Maps\Reports\WHPPII_2019\FigC-12 Historical Land Use.mxd User: JJL2

Municipal Well

Natural Gas Pipeline*

Petroleum Pipeline*

Ramsey DWSMA

Municipal Boundary

Aquifer Vulnerability

Moderate

* Minnesota Office of Pipeline Safety (MnOPS)

2 - Municipal Well Location PCSI ID (PCSI ID refers to Table C-3)

0 1,500 3,000

Feet

NATURAL GAS AND PETROLEUM PIPELINES
Part 2 WHPP Amendment
City of Ramsey
Anoka County, MN

FIGURE C-13

DRAFT

Barr Footer: ArcGIS 10.6.1, 2019-07-03 13:25, File: I:\Projects\23\02\10811\Maps\Reports\WHPPII_2019\FigC-13 Natural Gas and Petroleum Pipelines.mxd User: JJL2

Municipal Well

Sanitary Manhole*

Sanitary Line*

Ramsey DWSMA

Municipal Boundary

Aquifer Vulnerability

Moderate

* City of Ramsey

2 - Municipal Well Location PCSI ID (PCSI ID refers to Table C-3)

0 1,500 3,000

Feet

SANITARY SEWER MAP
CITY OF RAMSEY
Part 2 WHPP Amendment
City of Ramsey
Anoka County, MN

FIGURE C-14

DRAFT

Barr Footer: ArcGIS 10.6.1, 2019-07-09 10:53 File: I:\Projects\23\02\1081\Maps\Reports\WHPPII_2019\FigC-14 Sanitary Sewer Map.mxd User: JJL2

Municipal Well
Stormwater Pond*
Stormwater Manhole*
Stormwater Line*
Ramsey DWSMA
Municipal Boundary

Aquifer Vulnerability

Moderate

* City of Ramsey

2 - Municipal Well Location PCSI ID (PCSI ID refers to Table C-3)

0 1,500 3,000
Feet

STORM SEWER MAP
CITY OF RAMSEY
Part 2 WHPP Amendment
City of Ramsey
Anoka County, MN

FIGURE C-15

DRAFT

Barr Footer: ArcGIS 10.6.1, 2019-07-09 10:55 File: I:\Projects\23\02\1081\Maps\Reports\WHPPII_2019\FigC-15 Storm Sewer Map.mxd User: JIL2

Attachment C-1

IWMZ Inventories

DRAFT

Environmental Health Division
Drinking Water Protection Section
P.O. Box 64975
St. Paul, Minnesota 55164-0975

INNER WELLHEAD MANAGEMENT ZONE (IWMZ) - POTENTIAL CONTAMINANT SOURCE INVENTORY (PCSI) REPORT

PUBLIC WATER SYSTEM INFORMATION

PWS ID	1020035	**COMMUNITY**
NAME	Ramsey	
ADDRESS	Ramsey Water Superintendent, 7550 Sunwood Drive, Ramsey, MN 55303	

FACILITY (WELL) INFORMATION

NAME	Well #1
FACILITY ID	S01
UNIQUE WELL NO.	161441
COUNTY	Anoka

IS THERE A WELL LOG OR ADDITIONAL CONSTRUCTION INFORMATION AVAILABLE?

☐ **YES** (Please attach a copy)
☐ **NO** ☐ **UNDETERMINED**

PWS ID / FACILITY ID	1020035 S01	**UNIQUE WELL NO.**	161441

PCSI CODE	ACTUAL OR POTENTIAL CONTAMINATION SOURCE	ISOLATION DISTANCES (FEET)				LOCATION	
		Minimum Distances		Sensitive Well[1]	Within 200 Ft. Y / N / U	Dist. from Well	Est. (?)
		Community	Non-community				
Agricultural Related							
*AC1	Agricultural chemical buried piping	50	50		N		
*AC2	Agricultural chemical multiple tanks or containers for residential retail sale or use, no single tank or container exceeding, but aggregate volume exceeding 56 gal. or 100 lbs. dry weight	50	50		N		
ACP	Agricultural chemical tank or container with 25 gal. or more or 100 lbs. or more dry weight, or equipment filling or cleaning area without safeguards	150	150		N		
ACS	Agricultural chemical storage or equipment filling or cleaning area with safeguards	100	100		N		
ACR	Agricultural chemical storage or equipment filling or cleaning area with safeguards and roofed	50	50		N		
ADW	Agricultural drainage well[2] (Class V well - illegal[3])	50	50		N		
AAT	Anhydrous ammonia tank (stationary tank)	50	50		N		
AB1	Animal building, feedlot, confinement area, or kennel, 0.1 to 1.0 animal unit (stockyard)	50	20	100/40	N		
AB2	Animal building or poultry building, including a horse riding area, more than 1.0 animal unit	50	50	100	N		
ABS	Animal burial area, more than 1.0 animal unit	50	50		N		
FWP	Animal feeding or watering area within a pasture, more than 1.0 animal unit	50	50	100	N		
AF1	Animal feedlot, unroofed, 300 or more animal units (stockyard)	100	100	200	N		
AF2	Animal feedlot, more than 1.0, but less than 300 animal units (stockyard)	50	50	100	N		
AMA	Animal manure application	use discretion	use discretion		N		
REN	Animal rendering plant	50	50		N		
MS1	Manure (liquid) storage basin or lagoon, unpermitted or noncertified	300	300	600	N		
MS2	Manure (liquid) storage basin or lagoon, approved earthen liner	150	150	300	N		
MS3	Manure (liquid) storage basin or lagoon, approved concrete or composite liner	100	100	200	N		
MS4	Manure (solid) storage area, not covered with a roof	100	100	200	N		
OSC	Open storage for crops	use discretion	use discretion		N		
SSTS Related							
AA1	Absorption area of a soil dispersal system, average flow greater than 10,000 gal./day	300	300	600	N		
AA2	Absorption area of a soil dispersal system serving a facility handling infectious or pathological wastes, average flow 10,000 gal./day or less	150	150	300	N		
AA3	Absorption area of a soil dispersal system, average flow 10,000 gal./day or less	50	50	100	N		
AA4	Absorption area of a soil dispersal system serving multiple family residences or a non-residential facility and has the capacity to serve 20 or more persons per day (Class V well)[2]	50/300/150[4]	50/300/150[4]	100/600/300[4]	N		
CSP	Cesspool	75	75	150	N		
AGG	Dry well, leaching pit, seepage pit	75	75	150	N		
*FD1	Floor drain, grate, or trough connected to a buried sewer	50	50		N		
*FD2	Floor drain, grate, or trough if buried sewer is air-tested, approved materials, serving one building, or two or less single-family residences	50	20		N		

PWS ID / FACILITY ID	1020035 S01	UNIQUE WELL NO.	161441

PCSI CODE	ACTUAL OR POTENTIAL CONTAMINATION SOURCE	ISOLATION DISTANCES (FEET)				LOCATION	
		Minimum Distances		Sensitive Well[1]	Within 200 Ft. Y / N / U	Dist. from Well	Est. (?)
		Community	Non-community				
*GW1	Gray-water dispersal area	50	50	100	N		
LC1	Large capacity cesspools (Class V well - illegal)[2]	75	75	150	N		
MVW	Motor vehicle waste disposal (Class V well - illegal)[2]	illegal	illegal		N		
PR1	Privy, nonportable	50	50	100	N		
PR2	Portable (privy) or toilet	50	20		N		
*SF1	Watertight sand filter; peat filter; or constructed wetland	50	50		N		
SET	Septic tank	50	50		N		
HTK	Sewage holding tank, watertight	50	50		N		
SS1	Sewage sump capacity 100 gal. or more	50	50		N		
SS2	Sewage sump capacity less than 100 gal., tested, conforming to rule	50	20		N		
*ST1	Sewage treatment device, watertight	50	50		N		
SB1	Sewer, buried, approved materials, tested, serving one building, or two or less single-family residences	50	20		N		
SB2	Sewer, buried, collector, municipal, serving a facility handling infectious or pathological wastes, open-jointed or unapproved materials	50	50		Y	100	N
*WB1	Water treatment backwash holding basin, reclaim basin, or surge tank with a direct sewer connection	50	50		N		
*WB2	Water treatment backwash holding basin, reclaim basin, or surge tank with a backflow protected sewer connection	20	20		N		
Land Application							
SPT	Land spreading area for sewage, septage, or sludge	50	50	100	N		
Solid Waste Related							
COS	Commercial compost site	50	50		N		
CD1	Construction or demolition debris disposal area	50	50	100	N		
*HW1	Household solid waste disposal area, single residence	50	50	100	N		
LF1	Landfill, permitted demolition debris, dump, or mixed municipal solid waste from multiple persons	300	300	600	N		
SVY	Scrap yard	50	50		N		
SWT	Solid waste transfer station	50	50		N		
Storm Water Related							
SD1	Storm water drain pipe, 8 inches or greater in diameter	50	20		Y	150	N
SWI	Storm water drainage well[2] (Class V well - illegal[3])	50	50		N		
SM1	Storm water pond greater than 5000 gal.	50	35		N		
Wells and Borings							
*EB1	Elevator boring, not conforming to rule	50	50		N		
*EB2	Elevator boring, conforming to rule	20	20		N		
MON	Monitoring well	record dist.	record dist.		N		
WEL	Operating well	record dist.	record dist.		N		
UUW	Unused, unsealed well or boring	50	50		N		
General							
*CR1	Cistern or reservoir, buried, nonpressurized water supply	20	20		N		
PLM	Contaminant plume	50	50		Y	200	Y
*CW1	Cooling water pond, industrial	50	50	100	N		
DC1	Deicing chemicals, bulk road	50	50	100	N		
*ET1	Electrical transformer storage area, oil-filled	50	50		N		
GRV	Grave or mausoleum	50	50		N		
GP1	Gravel pocket or French drain for clear water drainage only	20	20		N		
*HS1	Hazardous substance buried piping	50	50		N		
HS2	Hazardous substance tank or container, above ground or underground, 56 gal. or more, or 100 lbs. or more dry weight, without safeguards	150	150		N		
HS3	Hazardous substance tank or container, above ground or underground, 56 gal. or more, or 100 lbs. or more dry weight with safeguards	100	100		N		
HS4	Hazardous substance multiple storage tanks or containers for residential retail sale or use, no single tank or container exceeding 56 gal. or 100 lbs., but aggregate volume exceeding	50	50		N		
HWF	Highest water or flood level	50	N/A		N		
*HG1	Horizontal ground source closed loop heat exchanger buried piping	50	50		N		
*HG2	Horizontal ground source closed loop heat exchanger buried piping and horizontal piping, approved materials and heat transfer fluid	50	10		N		

PWS ID / FACILITY ID	1020035 S01	UNIQUE WELL NO.	161441

PCSI CODE	ACTUAL OR POTENTIAL CONTAMINATION SOURCE	ISOLATION DISTANCES (FEET)				LOCATION	
		Minimum Distances		Sensitive Well[1]	Within 200 Ft. Y / N / U	Dist. from Well	Est. (?)
		Community	Non-community				
IWD	Industrial waste disposal well (Class V well)[2]	illegal[3]	illegal[3]		N		
IWS	Interceptor, including a flammable waste or sediment	50	50		N		
OH1	Ordinary high water level of a stream, river, pond, lake, reservoir, or drainage ditch (holds water six months or more)	50	35		N		
*PP1	Petroleum buried piping	50	50		N		
*PP2	Petroleum or crude oil pipeline to a refinery or distribution center	100	100		N		
PT1	Petroleum tank or container, 1100 gal. or more, without safeguards	150	150		N		
PT2	Petroleum tank or container, 1100 gal. or more, with safeguards	100	100		N		
PT3	Petroleum tank or container, buried, between 56 and 1100 gal.	50	50		N		
PT4	Petroleum tank or container, not buried, between 56 and 1100 gal.	50[5]	20		N		
PU1	Pit or unfilled space more than four feet in depth	20	20		N		
PC1	Pollutant or contaminant that may drain into the soil	50	50	100	N		
SP1	Swimming pool, in-ground	20	20		N		
*VH1	Vertical heat exchanger, horizontal piping conforming to rule	50	10		N		
*VH2	Vertical heat exchanger (vertical) piping, conforming to rule	50	35		N		
*WR1	Wastewater rapid infiltration basin, municipal or industrial	300	300	600	N		
*WA1	Wastewater spray irrigation area, municipal or industrial	150	150	300	N		
*WS1	Wastewater stabilization pond, industrial	150	150	300	N		
*WS2	Wastewater stabilization pond, municipal, 500 or more gal./acre/day of leakage	300	300	600	N		
*WS3	Wastewater stabilization pond, municipal, less than 500 gal./acre/day of leakage	150	150	300	N		
*WT1	Wastewater treatment unit tanks, vessels and components (Package plant)	100	100		N		
*WT2	Water treatment backwash disposal area	50	50	100	N		
Additional Sources (If there is more than one source listed above, please indicate here).							
Potential Contamination Sources and Codes Based on Previous Versions of this Form							
GPR	Gravel pocket receiving clear water drainage	30	N/A		Y	30	Y
SBM	Sewer, buried collector, municipal, pressurized, open jointed, or unapproved materials	50	50		Y	70	Y
SWD	Storm water drain pipe, 12 inches or greater	50	20		Y	65	Y
SWD	Storm water drain pipe, 12 inches or greater	50	20		Y	65	Y
FFH	Fire or flushing hydrant	10	N/A		Y	30	N

* New potential contaminant source.

[1] A sensitive well has less than 50 feet of watertight casing, and which is not cased below a confining layer or confining materials of at least 10' in thickness.

[2] These sources, known as Class V underground injection wells, are regulated by the federal U.S. Environmental Protection Agency.

[3] These sources are classified as illegal by Minnesota Rules, Chapter 4725.

[4] Isolation distance is determined by average flow per day or if a facility handles infectious or pathological wastes.

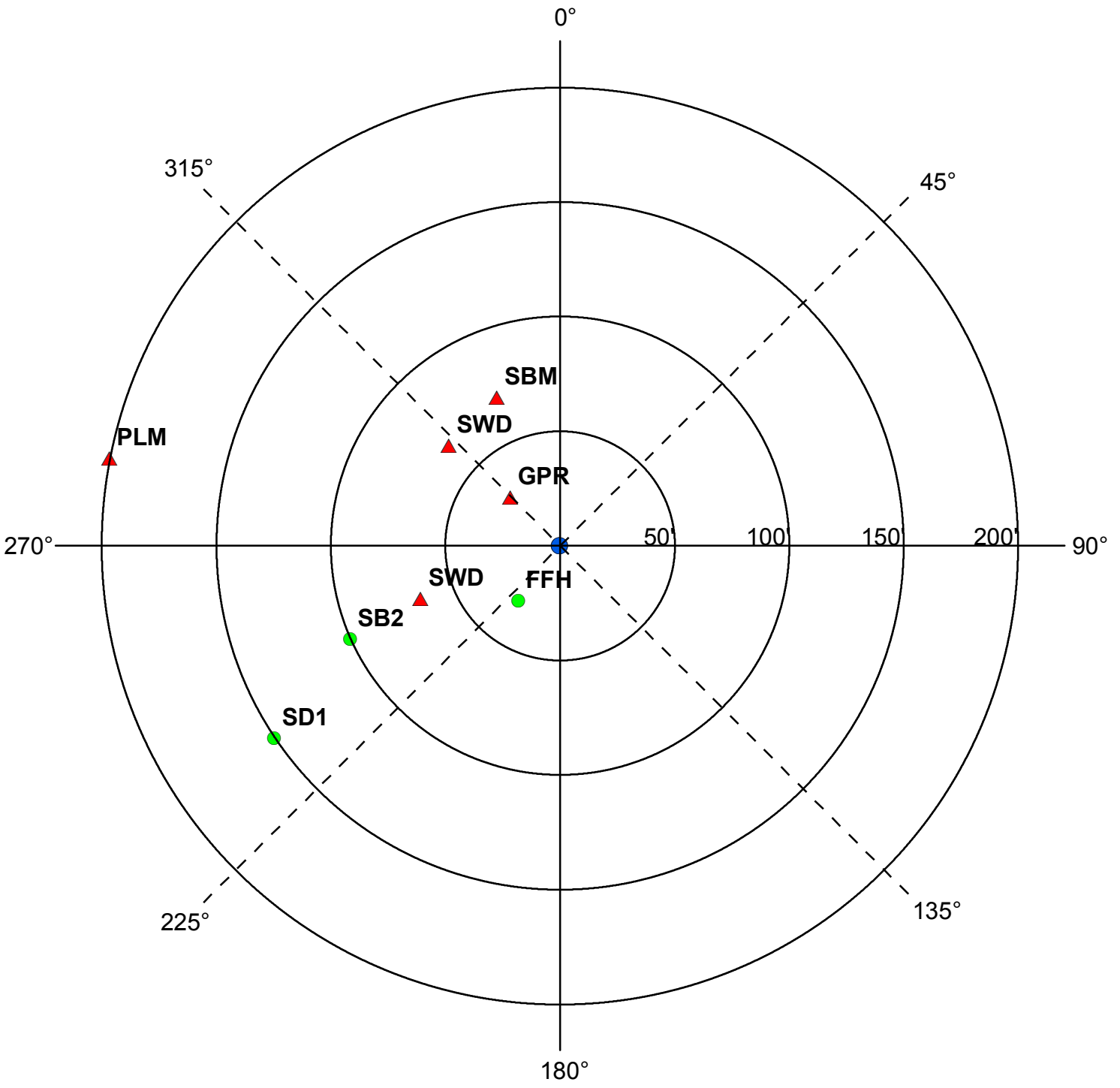
[5] A community public water-supply well must be a minimum of 50 feet from a petroleum tank or container, unless the tank or container is used for emergency pumping and is located in a room or building separate from the community well; and is of double-wall construction with leak detection between walls; or is protected with secondary containment.

This form is based on the new isolation distances in Minnesota Rules, Chapter 4725, related to wells and borings adopted August 4, 2008, and Minnesota Rules, Chapter 4720, related to wellhead protection.

PWS ID / FACILITY ID	1020035 S01	UNIQUE WELL NO.	161441

SETBACK DISTANCES	All potential contaminant sources must be noted on sketch.

Record the distance and approximate compass bearing of each potential contaminant source from the well, and identify the source using the "Source Code". Unlabeled points on the map are unsealed wells.



	Y	N	N/A
Were the isolation distances maintained for the new sources of contamination?			X
Is the system monitoring existing nonconforming sources of contamination?			X

Reminder Question: Were the wellhead protection measure(s) implemented?

INSPECTOR	Freitag, John	DATE	6 - 12 - 2019

PWS ID / FACILITY ID	1020035 S01	UNIQUE WELL NO.	161441

RECOMMENDED WELLHEAD PROTECTION (WHP) MEASURES	WHP MEASURE IMPLEMENTED? Y or N	DATE VERIFIED

COMMENTS

The PLM (contaminant plume) is the site of the former Amoco Station.

For further information, please contact:

Minnesota Department of Health
Drinking Water Protection Section
Source Water Protection Unit
P.O. Box 64975
St. Paul, Minnesota 55164-0975

Section Receptionist: 651-201-4700
Division TDD: 651-201-5797 or MN Relay Service @ 1-800-627-3529 and ask for 651-201-5000

Environmental Health Division
Drinking Water Protection Section
P.O. Box 64975
St. Paul, Minnesota 55164-0975

INNER WELLHEAD MANAGEMENT ZONE (IWMZ) - POTENTIAL CONTAMINANT SOURCE INVENTORY (PCSI) REPORT

PUBLIC WATER SYSTEM INFORMATION

PWS ID	1020035	**COMMUNITY**
NAME	Ramsey	
ADDRESS	Ramsey Water Superintendent, 7550 Sunwood Drive, Ramsey, MN 55303	

FACILITY (WELL) INFORMATION

NAME	Well #2
FACILITY ID	S02
UNIQUE WELL NO.	416183
COUNTY	Anoka

IS THERE A WELL LOG OR ADDITIONAL CONSTRUCTION INFORMATION AVAILABLE?

☐ **YES** (Please attach a copy)
☐ **NO** ☐ **UNDETERMINED**

PWS ID / FACILITY ID	1020035 S02	**UNIQUE WELL NO.**	416183

PCSI CODE	ACTUAL OR POTENTIAL CONTAMINATION SOURCE	ISOLATION DISTANCES (FEET)				LOCATION	
		Minimum Distances		Sensitive Well[1]	Within 200 Ft. Y / N / U	Dist. from Well	Est. (?)
		Community	Non-community				
Agricultural Related							
*AC1	Agricultural chemical buried piping	50	50		N		
*AC2	Agricultural chemical multiple tanks or containers for residential retail sale or use, no single tank or container exceeding, but aggregate volume exceeding 56 gal. or 100 lbs. dry weight	50	50		N		
ACP	Agricultural chemical tank or container with 25 gal. or more or 100 lbs. or more dry weight, or equipment filling or cleaning area without safeguards	150	150		N		
ACS	Agricultural chemical storage or equipment filling or cleaning area with safeguards	100	100		N		
ACR	Agricultural chemical storage or equipment filling or cleaning area with safeguards and roofed	50	50		N		
ADW	Agricultural drainage well[2] (Class V well - illegal[3])	50	50		N		
AAT	Anhydrous ammonia tank (stationary tank)	50	50		N		
AB1	Animal building, feedlot, confinement area, or kennel, 0.1 to 1.0 animal unit (stockyard)	50	20	100/40	N		
AB2	Animal building or poultry building, including a horse riding area, more than 1.0 animal unit	50	50	100	N		
ABS	Animal burial area, more than 1.0 animal unit	50	50		N		
FWP	Animal feeding or watering area within a pasture, more than 1.0 animal unit	50	50	100	N		
AF1	Animal feedlot, unroofed, 300 or more animal units (stockyard)	100	100	200	N		
AF2	Animal feedlot, more than 1.0, but less than 300 animal units (stockyard)	50	50	100	N		
AMA	Animal manure application	use discretion	use discretion		N		
REN	Animal rendering plant	50	50		N		
MS1	Manure (liquid) storage basin or lagoon, unpermitted or noncertified	300	300	600	N		
MS2	Manure (liquid) storage basin or lagoon, approved earthen liner	150	150	300	N		
MS3	Manure (liquid) storage basin or lagoon, approved concrete or composite liner	100	100	200	N		
MS4	Manure (solid) storage area, not covered with a roof	100	100	200	N		
OSC	Open storage for crops	use discretion	use discretion		N		
SSTS Related							
AA1	Absorption area of a soil dispersal system, average flow greater than 10,000 gal./day	300	300	600	N		
AA2	Absorption area of a soil dispersal system serving a facility handling infectious or pathological wastes, average flow 10,000 gal./day or less	150	150	300	N		
AA3	Absorption area of a soil dispersal system, average flow 10,000 gal./day or less	50	50	100	N		
AA4	Absorption area of a soil dispersal system serving multiple family residences or a non-residential facility and has the capacity to serve 20 or more persons per day (Class V well)[2]	50/300/150[4]	50/300/150[4]	100/600/300[4]	N		
CSP	Cesspool	75	75	150	N		
AGG	Dry well, leaching pit, seepage pit	75	75	150	N		
*FD1	Floor drain, grate, or trough connected to a buried sewer	50	50		N		
*FD2	Floor drain, grate, or trough if buried sewer is air-tested, approved materials, serving one building, or two or less single-family residences	50	20		N		

PWS ID / FACILITY ID	1020035 S02	UNIQUE WELL NO.	416183

PCSI CODE	ACTUAL OR POTENTIAL CONTAMINATION SOURCE	ISOLATION DISTANCES (FEET)				LOCATION	
		Minimum Distances		Sensitive Well[1]	Within 200 Ft. Y / N / U	Dist. from Well	Est. (?)
		Community	Non-community				
*GW1	Gray-water dispersal area	50	50	100	N		
LC1	Large capacity cesspools (Class V well - illegal)[2]	75	75	150	N		
MVW	Motor vehicle waste disposal (Class V well - illegal)[2]	illegal	illegal		N		
PR1	Privy, nonportable	50	50	100	N		
PR2	Portable (privy) or toilet	50	20		N		
*SF1	Watertight sand filter; peat filter; or constructed wetland	50	50		N		
SET	Septic tank	50	50		N		
HTK	Sewage holding tank, watertight	50	50		N		
SS1	Sewage sump capacity 100 gal. or more	50	50		N		
SS2	Sewage sump capacity less than 100 gal., tested, conforming to rule	50	20		N		
*ST1	Sewage treatment device, watertight	50	50		N		
SB1	Sewer, buried, approved materials, tested, serving one building, or two or less single-family residences	50	20		N		
SB2	Sewer, buried, collector, municipal, serving a facility handling infectious or pathological wastes, open-jointed or unapproved materials	50	50		N		
*WB1	Water treatment backwash holding basin, reclaim basin, or surge tank with a direct sewer connection	50	50		N		
*WB2	Water treatment backwash holding basin, reclaim basin, or surge tank with a backflow protected sewer connection	20	20		N		
Land Application							
SPT	Land spreading area for sewage, septage, or sludge	50	50	100	N		
Solid Waste Related							
COS	Commercial compost site	50	50		N		
CD1	Construction or demolition debris disposal area	50	50	100	N		
*HW1	Household solid waste disposal area, single residence	50	50	100	N		
LF1	Landfill, permitted demolition debris, dump, or mixed municipal solid waste from multiple persons	300	300	600	N		
SVY	Scrap yard	50	50		N		
SWT	Solid waste transfer station	50	50		N		
Storm Water Related							
SD1	Storm water drain pipe, 8 inches or greater in diameter	50	20		N		
SWI	Storm water drainage well[2] (Class V well - illegal[3])	50	50		N		
SM1	Storm water pond greater than 5000 gal.	50	35		N		
Wells and Borings							
*EB1	Elevator boring, not conforming to rule	50	50		N		
*EB2	Elevator boring, conforming to rule	20	20		N		
MON	Monitoring well	record dist.	record dist.		N		
WEL	Operating well	record dist.	record dist.		N		
UUW	Unused, unsealed well or boring	50	50		N		
General							
*CR1	Cistern or reservoir, buried, nonpressurized water supply	20	20		N		
PLM	Contaminant plume	50	50		N		
*CW1	Cooling water pond, industrial	50	50	100	N		
DC1	Deicing chemicals, bulk road	50	50	100	N		
*ET1	Electrical transformer storage area, oil-filled	50	50		N		
GRV	Grave or mausoleum	50	50		N		
GP1	Gravel pocket or French drain for clear water drainage only	20	20		N		
*HS1	Hazardous substance buried piping	50	50		N		
HS2	Hazardous substance tank or container, above ground or underground, 56 gal. or more, or 100 lbs. or more dry weight, without safeguards	150	150		N		
HS3	Hazardous substance tank or container, above ground or underground, 56 gal. or more, or 100 lbs. or more dry weight with safeguards	100	100		N		
HS4	Hazardous substance multiple storage tanks or containers for residential retail sale or use, no single tank or container exceeding 56 gal. or 100 lbs., but aggregate volume exceeding	50	50		N		
HWF	Highest water or flood level	50	N/A		N		
*HG1	Horizontal ground source closed loop heat exchanger buried piping	50	50		N		
*HG2	Horizontal ground source closed loop heat exchanger buried piping and horizontal piping, approved materials and heat transfer fluid	50	10		N		

PWS ID / FACILITY ID	1020035 S02	UNIQUE WELL NO.	416183

PCSI CODE	ACTUAL OR POTENTIAL CONTAMINATION SOURCE	ISOLATION DISTANCES (FEET)				LOCATION	
		Minimum Distances		Sensitive Well[1]	Within 200 Ft. Y / N / U	Dist. from Well	Est. (?)
		Community	Non-community				
IWD	Industrial waste disposal well (Class V well)[2]	illegal[3]	illegal[3]		N		
IWS	Interceptor, including a flammable waste or sediment	50	50		N		
OH1	Ordinary high water level of a stream, river, pond, lake, reservoir, or drainage ditch (holds water six months or more)	50	35		N		
*PP1	Petroleum buried piping	50	50		N		
*PP2	Petroleum or crude oil pipeline to a refinery or distribution center	100	100		N		
PT1	Petroleum tank or container, 1100 gal. or more, without safeguards	150	150		N		
PT2	Petroleum tank or container, 1100 gal. or more, with safeguards	100	100		N		
PT3	Petroleum tank or container, buried, between 56 and 1100 gal.	50	50		N		
PT4	Petroleum tank or container, not buried, between 56 and 1100 gal.	50[5]	20		N		
PU1	Pit or unfilled space more than four feet in depth	20	20		N		
PC1	Pollutant or contaminant that may drain into the soil	50	50	100	N		
SP1	Swimming pool, in-ground	20	20		N		
*VH1	Vertical heat exchanger, horizontal piping conforming to rule	50	10		N		
*VH2	Vertical heat exchanger (vertical) piping, conforming to rule	50	35		N		
*WR1	Wastewater rapid infiltration basin, municipal or industrial	300	300	600	N		
*WA1	Wastewater spray irrigation area, municipal or industrial	150	150	300	N		
*WS1	Wastewater stabilization pond, industrial	150	150	300	N		
*WS2	Wastewater stabilization pond, municipal, 500 or more gal./acre/day of leakage	300	300	600	N		
*WS3	Wastewater stabilization pond, municipal, less than 500 gal./acre/day of leakage	150	150	300	N		
*WT1	Wastewater treatment unit tanks, vessels and components (Package plant)	100	100		N		
*WT2	Water treatment backwash disposal area	50	50	100	N		
Additional Sources (If there is more than one source listed above, please indicate here).							
Potential Contamination Sources and Codes Based on Previous Versions of this Form							
SWD	Storm water drain pipe, 12 inches or greater	50	20		Y	80	N
WAT	Stream, river, pond, lake, wetland	50	50		Y	150	Y
FPH	Frost proof yard hydrant	10	10		Y	50	N

* New potential contaminant source.

[1] A sensitive well has less than 50 feet of watertight casing, and which is not cased below a confining layer or confining materials of at least 10' in thickness.

[2] These sources, known as Class V underground injection wells, are regulated by the federal U.S. Environmental Protection Agency.

[3] These sources are classified as illegal by Minnesota Rules, Chapter 4725.

[4] Isolation distance is determined by average flow per day or if a facility handles infectious or pathological wastes.

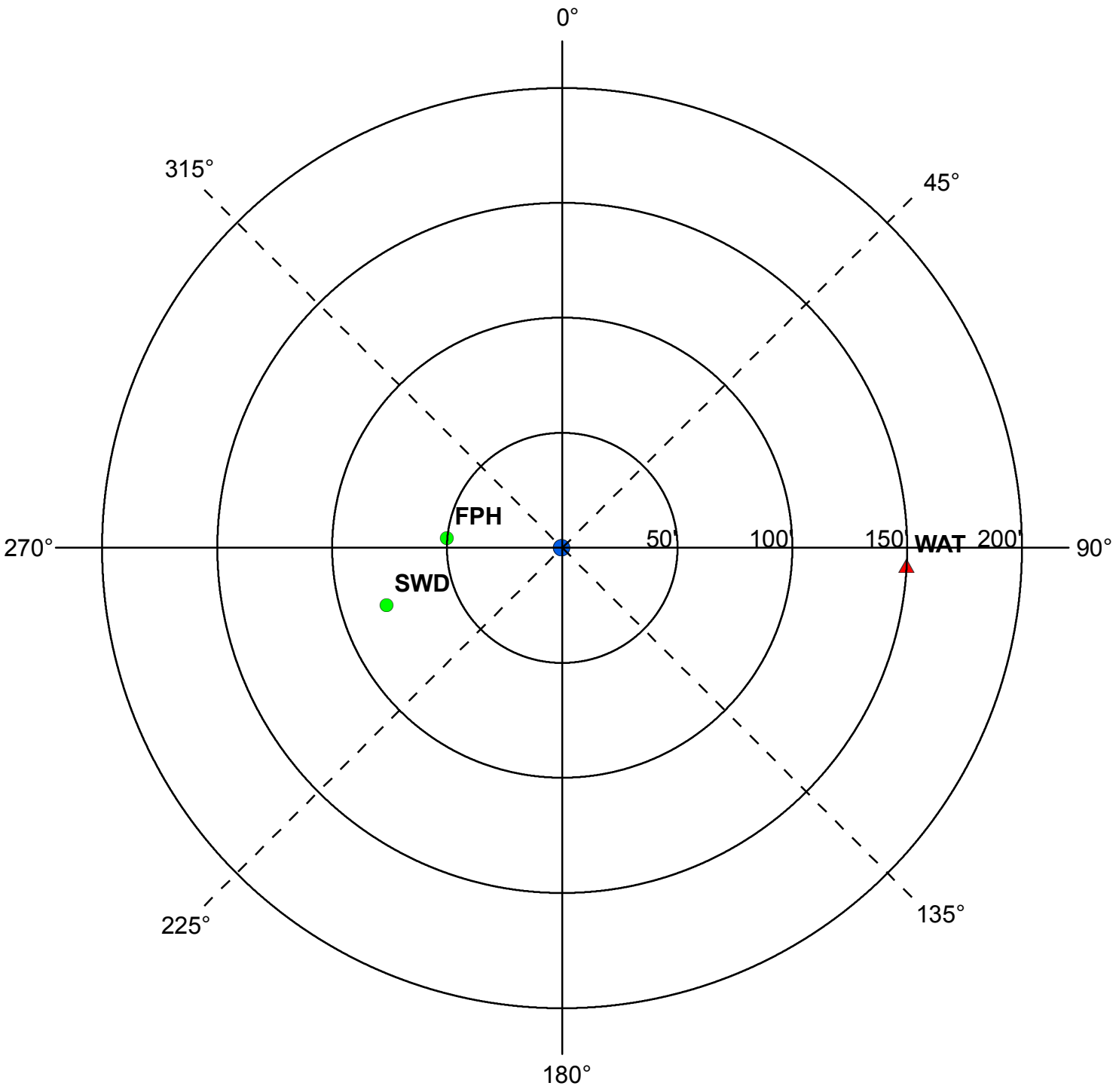
[5] A community public water-supply well must be a minimum of 50 feet from a petroleum tank or container, unless the tank or container is used for emergency pumping and is located in a room or building separate from the community well; and is of double-wall construction with leak detection between walls; or is protected with secondary containment.

This form is based on the new isolation distances in Minnesota Rules, Chapter 4725, related to wells and borings adopted August 4, 2008, and Minnesota Rules, Chapter 4720, related to wellhead protection.

PWS ID / FACILITY ID	1020035 S02	UNIQUE WELL NO.	416183

SETBACK DISTANCES	All potential contaminant sources must be noted on sketch.

Record the distance and approximate compass bearing of each potential contaminant source from the well, and identify the source using the "Source Code". Unlabeled points on the map are unsealed wells.



	Y	N	N/A
Were the isolation distances maintained for the new sources of contamination?			X
Is the system monitoring existing nonconforming sources of contamination?			X

Reminder Question: Were the wellhead protection measure(s) implemented?

INSPECTOR	Freitag, John	DATE	6 - 12 - 2019

PWS ID / FACILITY ID	1020035 S02	UNIQUE WELL NO.	416183

RECOMMENDED WELLHEAD PROTECTION (WHP) MEASURES	WHP MEASURE IMPLEMENTED? Y or N	DATE VERIFIED

COMMENTS

For further information, please contact:

Minnesota Department of Health
Drinking Water Protection Section
Source Water Protection Unit
P.O. Box 64975
St. Paul, Minnesota 55164-0975

Section Receptionist: 651-201-4700
Division TDD: 651-201-5797 or MN Relay Service @ 1-800-627-3529 and ask for 651-201-5000

Environmental Health Division
Drinking Water Protection Section
P.O. Box 64975
St. Paul, Minnesota 55164-0975

INNER WELLHEAD MANAGEMENT ZONE (IWMZ) - POTENTIAL CONTAMINANT SOURCE INVENTORY (PCSI) REPORT

PUBLIC WATER SYSTEM INFORMATION

PWS ID	1020035 **COMMUNITY**
NAME	Ramsey
ADDRESS	Ramsey Water Superintendent, 7550 Sunwood Drive, Ramsey, MN 55303

FACILITY (WELL) INFORMATION

NAME	Well #3
FACILITY ID	S04
UNIQUE WELL NO.	580303
COUNTY	Anoka

IS THERE A WELL LOG OR ADDITIONAL CONSTRUCTION INFORMATION AVAILABLE?

☐ **YES** (Please attach a copy)
☐ **NO** ☐ **UNDETERMINED**

PWS ID / FACILITY ID	1020035 S04	**UNIQUE WELL NO.**	580303

PCSI CODE	ACTUAL OR POTENTIAL CONTAMINATION SOURCE	ISOLATION DISTANCES (FEET)				LOCATION	
		Minimum Distances		Sensitive Well[1]	Within 200 Ft. Y / N / U	Dist. from Well	Est. (?)
		Community	Non-community				
Agricultural Related							
*AC1	Agricultural chemical buried piping	50	50		N		
*AC2	Agricultural chemical multiple tanks or containers for residential retail sale or use, no single tank or container exceeding, but aggregate volume exceeding 56 gal. or 100 lbs. dry weight	50	50		N		
ACP	Agricultural chemical tank or container with 25 gal. or more or 100 lbs. or more dry weight, or equipment filling or cleaning area without safeguards	150	150		N		
ACS	Agricultural chemical storage or equipment filling or cleaning area with safeguards	100	100		N		
ACR	Agricultural chemical storage or equipment filling or cleaning area with safeguards and roofed	50	50		N		
ADW	Agricultural drainage well[2] (Class V well - illegal[3])	50	50		N		
AAT	Anhydrous ammonia tank (stationary tank)	50	50		N		
AB1	Animal building, feedlot, confinement area, or kennel, 0.1 to 1.0 animal unit (stockyard)	50	20	100/40	N		
AB2	Animal building or poultry building, including a horse riding area, more than 1.0 animal unit	50	50	100	N		
ABS	Animal burial area, more than 1.0 animal unit	50	50		N		
FWP	Animal feeding or watering area within a pasture, more than 1.0 animal unit	50	50	100	N		
AF1	Animal feedlot, unroofed, 300 or more animal units (stockyard)	100	100	200	N		
AF2	Animal feedlot, more than 1.0, but less than 300 animal units (stockyard)	50	50	100	N		
AMA	Animal manure application	use discretion	use discretion		N		
REN	Animal rendering plant	50	50		N		
MS1	Manure (liquid) storage basin or lagoon, unpermitted or noncertified	300	300	600	N		
MS2	Manure (liquid) storage basin or lagoon, approved earthen liner	150	150	300	N		
MS3	Manure (liquid) storage basin or lagoon, approved concrete or composite liner	100	100	200	N		
MS4	Manure (solid) storage area, not covered with a roof	100	100	200	N		
OSC	Open storage for crops	use discretion	use discretion		N		
SSTS Related							
AA1	Absorption area of a soil dispersal system, average flow greater than 10,000 gal./day	300	300	600	N		
AA2	Absorption area of a soil dispersal system serving a facility handling infectious or pathological wastes, average flow 10,000 gal./day or less	150	150	300	N		
AA3	Absorption area of a soil dispersal system, average flow 10,000 gal./day or less	50	50	100	N		
AA4	Absorption area of a soil dispersal system serving multiple family residences or a non-residential facility and has the capacity to serve 20 or more persons per day (Class V well)[2]	50/300/150[4]	50/300/150[4]	100/600/300[4]	N		
CSP	Cesspool	75	75	150	N		
AGG	Dry well, leaching pit, seepage pit	75	75	150	N		
*FD1	Floor drain, grate, or trough connected to a buried sewer	50	50		N		
*FD2	Floor drain, grate, or trough if buried sewer is air-tested, approved materials, serving one building, or two or less single-family residences	50	20		N		

PWS ID / FACILITY ID	1020035 S04	UNIQUE WELL NO.	580303

PCSI CODE	ACTUAL OR POTENTIAL CONTAMINATION SOURCE	ISOLATION DISTANCES (FEET)				LOCATION	
		Minimum Distances		Sensitive Well[1]	Within 200 Ft. Y / N / U	Dist. from Well	Est. (?)
		Community	Non-community				
*GW1	Gray-water dispersal area	50	50	100	N		
LC1	Large capacity cesspools (Class V well - illegal)[2]	75	75	150	N		
MVW	Motor vehicle waste disposal (Class V well - illegal)[2]	illegal	illegal		N		
PR1	Privy, nonportable	50	50	100	N		
PR2	Portable (privy) or toilet	50	20		N		
*SF1	Watertight sand filter; peat filter; or constructed wetland	50	50		N		
SET	Septic tank	50	50		N		
HTK	Sewage holding tank, watertight	50	50		N		
SS1	Sewage sump capacity 100 gal. or more	50	50		N		
SS2	Sewage sump capacity less than 100 gal., tested, conforming to rule	50	20		N		
*ST1	Sewage treatment device, watertight	50	50		N		
SB1	Sewer, buried, approved materials, tested, serving one building, or two or less single-family residences	50	20		N		
SB2	Sewer, buried, collector, municipal, serving a facility handling infectious or pathological wastes, open-jointed or unapproved materials	50	50		N		
*WB1	Water treatment backwash holding basin, reclaim basin, or surge tank with a direct sewer connection	50	50		N		
*WB2	Water treatment backwash holding basin, reclaim basin, or surge tank with a backflow protected sewer connection	20	20		N		
Land Application							
SPT	Land spreading area for sewage, septage, or sludge	50	50	100	N		
Solid Waste Related							
COS	Commercial compost site	50	50		N		
CD1	Construction or demolition debris disposal area	50	50	100	N		
*HW1	Household solid waste disposal area, single residence	50	50	100	N		
LF1	Landfill, permitted demolition debris, dump, or mixed municipal solid waste from multiple persons	300	300	600	N		
SVY	Scrap yard	50	50		N		
SWT	Solid waste transfer station	50	50		N		
Storm Water Related							
SD1	Storm water drain pipe, 8 inches or greater in diameter	50	20		N		
SWI	Storm water drainage well[2] (Class V well - illegal[3])	50	50		N		
SM1	Storm water pond greater than 5000 gal.	50	35		N		
Wells and Borings							
*EB1	Elevator boring, not conforming to rule	50	50		N		
*EB2	Elevator boring, conforming to rule	20	20		N		
MON	Monitoring well	record dist.	record dist.		N		
WEL	Operating well	record dist.	record dist.		N		
UUW	Unused, unsealed well or boring	50	50		N		
General							
*CR1	Cistern or reservoir, buried, nonpressurized water supply	20	20		N		
PLM	Contaminant plume	50	50		N		
*CW1	Cooling water pond, industrial	50	50	100	N		
DC1	Deicing chemicals, bulk road	50	50	100	N		
*ET1	Electrical transformer storage area, oil-filled	50	50		N		
GRV	Grave or mausoleum	50	50		N		
GP1	Gravel pocket or French drain for clear water drainage only	20	20		N		
*HS1	Hazardous substance buried piping	50	50		N		
HS2	Hazardous substance tank or container, above ground or underground, 56 gal. or more, or 100 lbs. or more dry weight, without safeguards	150	150		N		
HS3	Hazardous substance tank or container, above ground or underground, 56 gal. or more, or 100 lbs. or more dry weight with safeguards	100	100		N		
HS4	Hazardous substance multiple storage tanks or containers for residential retail sale or use, no single tank or container exceeding 56 gal. or 100 lbs., but aggregate volume exceeding	50	50		N		
HWF	Highest water or flood level	50	N/A		N		
*HG1	Horizontal ground source closed loop heat exchanger buried piping	50	50		N		
*HG2	Horizontal ground source closed loop heat exchanger buried piping and horizontal piping, approved materials and heat transfer fluid	50	10		N		

PWS ID / FACILITY ID	1020035 S04	UNIQUE WELL NO.	580303

PCSI CODE	ACTUAL OR POTENTIAL CONTAMINATION SOURCE	ISOLATION DISTANCES (FEET)				LOCATION	
		Minimum Distances		Sensitive Well[1]	Within 200 Ft. Y / N / U	Dist. from Well	Est. (?)
		Community	Non-community				
IWD	Industrial waste disposal well (Class V well)[2]	illegal[3]	illegal[3]		N		
IWS	Interceptor, including a flammable waste or sediment	50	50		N		
OH1	Ordinary high water level of a stream, river, pond, lake, reservoir, or drainage ditch (holds water six months or more)	50	35		N		
*PP1	Petroleum buried piping	50	50		N		
*PP2	Petroleum or crude oil pipeline to a refinery or distribution center	100	100		N		
PT1	Petroleum tank or container, 1100 gal. or more, without safeguards	150	150		N		
PT2	Petroleum tank or container, 1100 gal. or more, with safeguards	100	100		N		
PT3	Petroleum tank or container, buried, between 56 and 1100 gal.	50	50		N		
PT4	Petroleum tank or container, not buried, between 56 and 1100 gal.	50[5]	20		Y	20	N
PU1	Pit or unfilled space more than four feet in depth	20	20		N		
PC1	Pollutant or contaminant that may drain into the soil	50	50	100	N		
SP1	Swimming pool, in-ground	20	20		N		
*VH1	Vertical heat exchanger, horizontal piping conforming to rule	50	10		N		
*VH2	Vertical heat exchanger (vertical) piping, conforming to rule	50	35		N		
*WR1	Wastewater rapid infiltration basin, municipal or industrial	300	300	600	N		
*WA1	Wastewater spray irrigation area, municipal or industrial	150	150	300	N		
*WS1	Wastewater stabilization pond, industrial	150	150	300	N		
*WS2	Wastewater stabilization pond, municipal, 500 or more gal./acre/day of leakage	300	300	600	N		
*WS3	Wastewater stabilization pond, municipal, less than 500 gal./acre/day of leakage	150	150	300	N		
*WT1	Wastewater treatment unit tanks, vessels and components (Package plant)	100	100		N		
*WT2	Water treatment backwash disposal area	50	50	100	N		
Additional Sources (If there is more than one source listed above, please indicate here).							
Potential Contamination Sources and Codes Based on Previous Versions of this Form							
GPR	Gravel pocket receiving clear water drainage	30	N/A		Y	30	Y
SBA	Sewer buried, approved, air tested	50	20		Y	180	Y
SWD	Storm water drain pipe, 12 inches or greater	50	20		Y	180	Y
FFH	Fire or flushing hydrant	10	N/A		Y	40	N

* New potential contaminant source.

[1] A sensitive well has less than 50 feet of watertight casing, and which is not cased below a confining layer or confining materials of at least 10' in thickness.

[2] These sources, known as Class V underground injection wells, are regulated by the federal U.S. Environmental Protection Agency.

[3] These sources are classified as illegal by Minnesota Rules, Chapter 4725.

[4] Isolation distance is determined by average flow per day or if a facility handles infectious or pathological wastes.

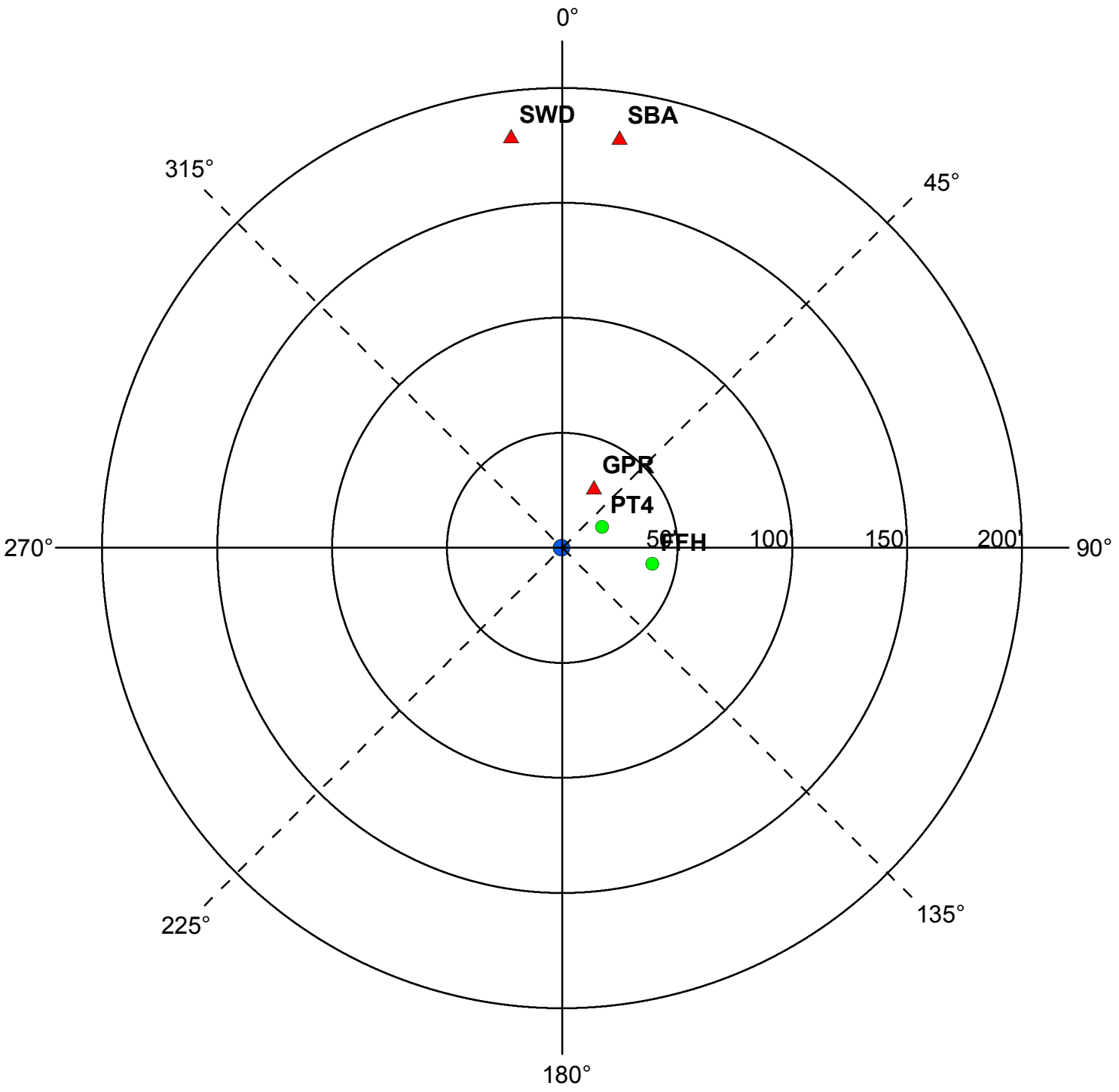
[5] A community public water-supply well must be a minimum of 50 feet from a petroleum tank or container, unless the tank or container is used for emergency pumping and is located in a room or building separate from the community well; and is of double-wall construction with leak detection between walls; or is protected with secondary containment.

This form is based on the new isolation distances in Minnesota Rules, Chapter 4725, related to wells and borings adopted August 4, 2008, and Minnesota Rules, Chapter 4720, related to wellhead protection.

PWS ID / FACILITY ID	1020035 S04	UNIQUE WELL NO.	580303

SETBACK DISTANCES	All potential contaminant sources must be noted on sketch.

Record the distance and approximate compass bearing of each potential contaminant source from the well, and identify the source using the "Source Code". Unlabeled points on the map are unsealed wells.



	Y	N	N/A
Were the isolation distances maintained for the new sources of contamination?			X
Is the system monitoring existing nonconforming sources of contamination?			X

Reminder Question: Were the wellhead protection measure(s) implemented?

INSPECTOR	Freitag, John	DATE	6 - 12 - 2019

PWS ID / FACILITY ID	1020035 S04	UNIQUE WELL NO.	580303

RECOMMENDED WELLHEAD PROTECTION (WHP) MEASURES	WHP MEASURE IMPLEMENTED? Y or N	DATE VERIFIED

COMMENTS

PT4 is a back-up generator with appropriate safeguards.

For further information, please contact:

Minnesota Department of Health
Drinking Water Protection Section
Source Water Protection Unit
P.O. Box 64975
St. Paul, Minnesota 55164-0975

Section Receptionist: 651-201-4700
Division TDD: 651-201-5797 or MN Relay Service @ 1-800-627-3529 and ask for 651-201-5000

Environmental Health Division
Drinking Water Protection Section
P.O. Box 64975
St. Paul, Minnesota 55164-0975

INNER WELLHEAD MANAGEMENT ZONE (IWMZ) - POTENTIAL CONTAMINANT SOURCE INVENTORY (PCSI) REPORT

PUBLIC WATER SYSTEM INFORMATION

PWS ID	1020035 **COMMUNITY**
NAME	Ramsey
ADDRESS	Ramsey Water Superintendent, 7550 Sunwood Drive, Ramsey, MN 55303

FACILITY (WELL) INFORMATION

NAME	Well #4
FACILITY ID	S05
UNIQUE WELL NO.	580313
COUNTY	Anoka

IS THERE A WELL LOG OR ADDITIONAL CONSTRUCTION INFORMATION AVAILABLE?

☐ **YES** (Please attach a copy)
☐ **NO** ☐ **UNDETERMINED**

PWS ID / FACILITY ID	1020035 S05	**UNIQUE WELL NO.**	580313

PCSI CODE	ACTUAL OR POTENTIAL CONTAMINATION SOURCE	ISOLATION DISTANCES (FEET)				LOCATION	
		Minimum Distances		Sensitive Well[1]	Within 200 Ft. Y / N / U	Dist. from Well	Est. (?)
		Community	Non-community				
Agricultural Related							
*AC1	Agricultural chemical buried piping	50	50		N		
*AC2	Agricultural chemical multiple tanks or containers for residential retail sale or use, no single tank or container exceeding, but aggregate volume exceeding 56 gal. or 100 lbs. dry weight	50	50		N		
ACP	Agricultural chemical tank or container with 25 gal. or more or 100 lbs. or more dry weight, or equipment filling or cleaning area without safeguards	150	150		N		
ACS	Agricultural chemical storage or equipment filling or cleaning area with safeguards	100	100		N		
ACR	Agricultural chemical storage or equipment filling or cleaning area with safeguards and roofed	50	50		N		
ADW	Agricultural drainage well[2] (Class V well - illegal[3])	50	50		N		
AAT	Anhydrous ammonia tank (stationary tank)	50	50		N		
AB1	Animal building, feedlot, confinement area, or kennel, 0.1 to 1.0 animal unit (stockyard)	50	20	100/40	N		
AB2	Animal building or poultry building, including a horse riding area, more than 1.0 animal unit	50	50	100	N		
ABS	Animal burial area, more than 1.0 animal unit	50	50		N		
FWP	Animal feeding or watering area within a pasture, more than 1.0 animal unit	50	50	100	N		
AF1	Animal feedlot, unroofed, 300 or more animal units (stockyard)	100	100	200	N		
AF2	Animal feedlot, more than 1.0, but less than 300 animal units (stockyard)	50	50	100	N		
AMA	Animal manure application	use discretion	use discretion		N		
REN	Animal rendering plant	50	50		N		
MS1	Manure (liquid) storage basin or lagoon, unpermitted or noncertified	300	300	600	N		
MS2	Manure (liquid) storage basin or lagoon, approved earthen liner	150	150	300	N		
MS3	Manure (liquid) storage basin or lagoon, approved concrete or composite liner	100	100	200	N		
MS4	Manure (solid) storage area, not covered with a roof	100	100	200	N		
OSC	Open storage for crops	use discretion	use discretion		N		
SSTS Related							
AA1	Absorption area of a soil dispersal system, average flow greater than 10,000 gal./day	300	300	600	N		
AA2	Absorption area of a soil dispersal system serving a facility handling infectious or pathological wastes, average flow 10,000 gal./day or less	150	150	300	N		
AA3	Absorption area of a soil dispersal system, average flow 10,000 gal./day or less	50	50	100	N		
AA4	Absorption area of a soil dispersal system serving multiple family residences or a non-residential facility and has the capacity to serve 20 or more persons per day (Class V well)[2]	50/300/150[4]	50/300/150[4]	100/600/300[4]	N		
CSP	Cesspool	75	75	150	N		
AGG	Dry well, leaching pit, seepage pit	75	75	150	N		
*FD1	Floor drain, grate, or trough connected to a buried sewer	50	50		N		
*FD2	Floor drain, grate, or trough if buried sewer is air-tested, approved materials, serving one building, or two or less single-family residences	50	20		N		

PWS ID / FACILITY ID	1020035 S05	UNIQUE WELL NO.	580313

PCSI CODE	ACTUAL OR POTENTIAL CONTAMINATION SOURCE	ISOLATION DISTANCES (FEET)				LOCATION	
		Minimum Distances		Sensitive Well[1]	Within 200 Ft. Y / N / U	Dist. from Well	Est. (?)
		Community	Non-community				
*GW1	Gray-water dispersal area	50	50	100	N		
LC1	Large capacity cesspools (Class V well - illegal)[2]	75	75	150	N		
MVW	Motor vehicle waste disposal (Class V well - illegal)[2]	illegal	illegal		N		
PR1	Privy, nonportable	50	50	100	N		
PR2	Portable (privy) or toilet	50	20		N		
*SF1	Watertight sand filter; peat filter; or constructed wetland	50	50		N		
SET	Septic tank	50	50		N		
HTK	Sewage holding tank, watertight	50	50		N		
SS1	Sewage sump capacity 100 gal. or more	50	50		N		
SS2	Sewage sump capacity less than 100 gal., tested, conforming to rule	50	20		N		
*ST1	Sewage treatment device, watertight	50	50		N		
SB1	Sewer, buried, approved materials, tested, serving one building, or two or less single-family residences	50	20		N		
SB2	Sewer, buried, collector, municipal, serving a facility handling infectious or pathological wastes, open-jointed or unapproved materials	50	50		Y	70	N
*WB1	Water treatment backwash holding basin, reclaim basin, or surge tank with a direct sewer connection	50	50		N		
*WB2	Water treatment backwash holding basin, reclaim basin, or surge tank with a backflow protected sewer connection	20	20		N		
Land Application							
SPT	Land spreading area for sewage, septage, or sludge	50	50	100	N		
Solid Waste Related							
COS	Commercial compost site	50	50		N		
CD1	Construction or demolition debris disposal area	50	50	100	N		
*HW1	Household solid waste disposal area, single residence	50	50	100	N		
LF1	Landfill, permitted demolition debris, dump, or mixed municipal solid waste from multiple persons	300	300	600	N		
SVY	Scrap yard	50	50		N		
SWT	Solid waste transfer station	50	50		N		
Storm Water Related							
SD1	Storm water drain pipe, 8 inches or greater in diameter	50	20		Y	80	N
SWI	Storm water drainage well[2] (Class V well - illegal[3])	50	50		N		
SM1	Storm water pond greater than 5000 gal.	50	35		N		
Wells and Borings							
*EB1	Elevator boring, not conforming to rule	50	50		N		
*EB2	Elevator boring, conforming to rule	20	20		N		
MON	Monitoring well	record dist.	record dist.		Y	50	Y
WEL	Operating well	record dist.	record dist.		Y	107	
UUW	Unused, unsealed well or boring	50	50		N		
General							
*CR1	Cistern or reservoir, buried, nonpressurized water supply	20	20		N		
PLM	Contaminant plume	50	50		N		
*CW1	Cooling water pond, industrial	50	50	100	N		
DC1	Deicing chemicals, bulk road	50	50	100	N		
*ET1	Electrical transformer storage area, oil-filled	50	50		N		
GRV	Grave or mausoleum	50	50		N		
GP1	Gravel pocket or French drain for clear water drainage only	20	20		N		
*HS1	Hazardous substance buried piping	50	50		N		
HS2	Hazardous substance tank or container, above ground or underground, 56 gal. or more, or 100 lbs. or more dry weight, without safeguards	150	150		N		
HS3	Hazardous substance tank or container, above ground or underground, 56 gal. or more, or 100 lbs. or more dry weight with safeguards	100	100		N		
HS4	Hazardous substance multiple storage tanks or containers for residential retail sale or use, no single tank or container exceeding 56 gal. or 100 lbs., but aggregate volume exceeding	50	50		N		
HWF	Highest water or flood level	50	N/A		N		
*HG1	Horizontal ground source closed loop heat exchanger buried piping	50	50		N		
*HG2	Horizontal ground source closed loop heat exchanger buried piping and horizontal piping, approved materials and heat transfer fluid	50	10		N		

PWS ID / FACILITY ID	1020035 S05	UNIQUE WELL NO.	580313

PCSI CODE	ACTUAL OR POTENTIAL CONTAMINATION SOURCE	ISOLATION DISTANCES (FEET)				LOCATION	
		Minimum Distances		Sensitive Well[1]	Within 200 Ft. Y / N / U	Dist. from Well	Est. (?)
		Community	Non-community				
IWD	Industrial waste disposal well (Class V well)[2]	illegal[3]	illegal[3]		N		
IWS	Interceptor, including a flammable waste or sediment	50	50		N		
OH1	Ordinary high water level of a stream, river, pond, lake, reservoir, or drainage ditch (holds water six months or more)	50	35		N		
*PP1	Petroleum buried piping	50	50		N		
*PP2	Petroleum or crude oil pipeline to a refinery or distribution center	100	100		N		
PT1	Petroleum tank or container, 1100 gal. or more, without safeguards	150	150		N		
PT2	Petroleum tank or container, 1100 gal. or more, with safeguards	100	100		N		
PT3	Petroleum tank or container, buried, between 56 and 1100 gal.	50	50		N		
PT4	Petroleum tank or container, not buried, between 56 and 1100 gal.	50[5]	20		N		
PU1	Pit or unfilled space more than four feet in depth	20	20		N		
PC1	Pollutant or contaminant that may drain into the soil	50	50	100	N		
SP1	Swimming pool, in-ground	20	20		N		
*VH1	Vertical heat exchanger, horizontal piping conforming to rule	50	10		N		
*VH2	Vertical heat exchanger (vertical) piping, conforming to rule	50	35		N		
*WR1	Wastewater rapid infiltration basin, municipal or industrial	300	300	600	N		
*WA1	Wastewater spray irrigation area, municipal or industrial	150	150	300	N		
*WS1	Wastewater stabilization pond, industrial	150	150	300	N		
*WS2	Wastewater stabilization pond, municipal, 500 or more gal./acre/day of leakage	300	300	600	N		
*WS3	Wastewater stabilization pond, municipal, less than 500 gal./acre/day of leakage	150	150	300	N		
*WT1	Wastewater treatment unit tanks, vessels and components (Package plant)	100	100		N		
*WT2	Water treatment backwash disposal area	50	50	100	N		
Additional Sources (If there is more than one source listed above, please indicate here).							
Potential Contamination Sources and Codes Based on Previous Versions of this Form							
PIT	Pit	50	20		Y	30	N
FFH	Fire or flushing hydrant	10	N/A		Y	50	Y

* New potential contaminant source.

[1] A sensitive well has less than 50 feet of watertight casing, and which is not cased below a confining layer or confining materials of at least 10' in thickness.

[2] These sources, known as Class V underground injection wells, are regulated by the federal U.S. Environmental Protection Agency.

[3] These sources are classified as illegal by Minnesota Rules, Chapter 4725.

[4] Isolation distance is determined by average flow per day or if a facility handles infectious or pathological wastes.

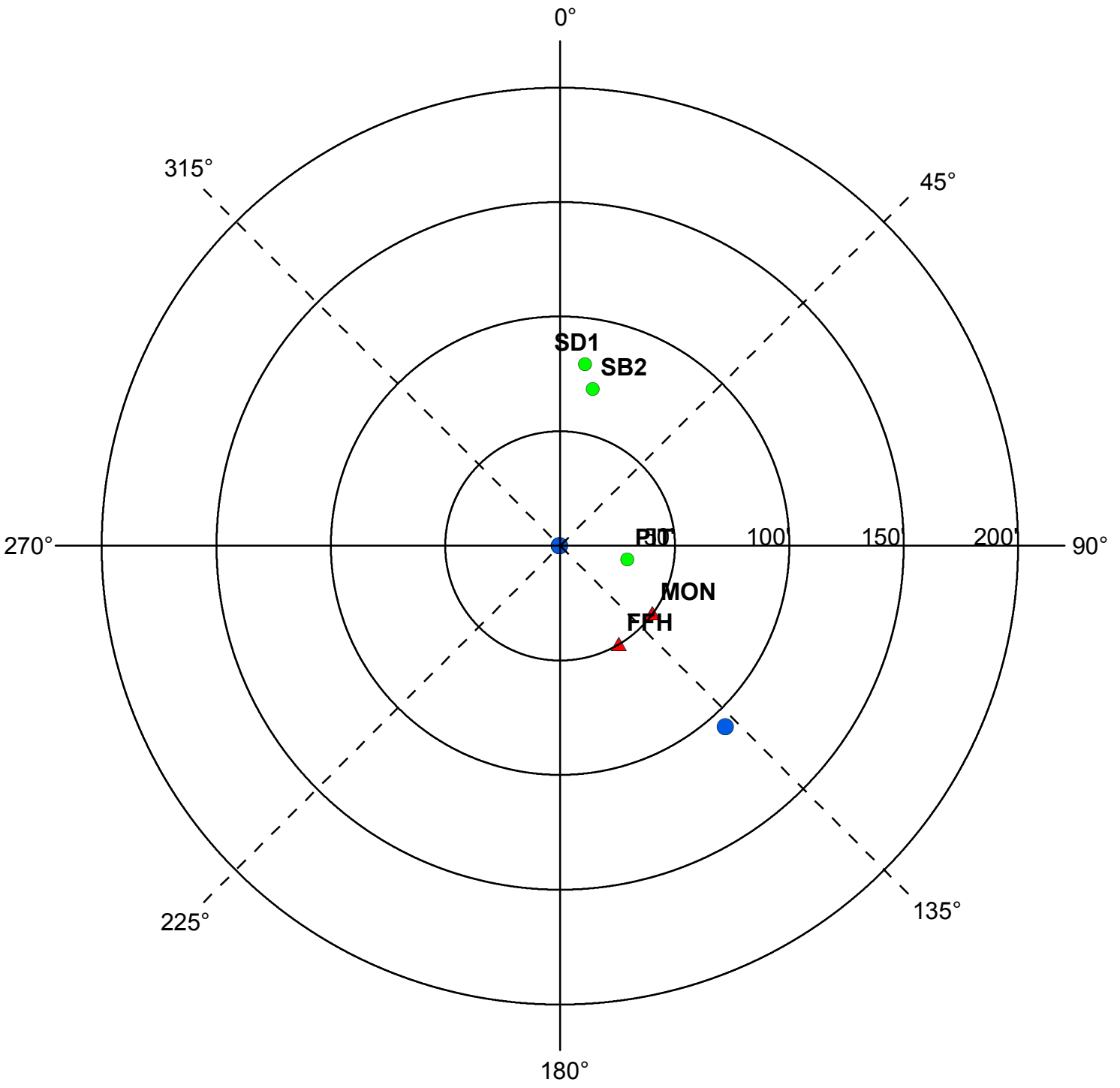
[5] A community public water-supply well must be a minimum of 50 feet from a petroleum tank or container, unless the tank or container is used for emergency pumping and is located in a room or building separate from the community well; and is of double-wall construction with leak detection between walls; or is protected with secondary containment.

This form is based on the new isolation distances in Minnesota Rules, Chapter 4725, related to wells and borings adopted August 4, 2008, and Minnesota Rules, Chapter 4720, related to wellhead protection.

PWS ID / FACILITY ID	1020035 S05	UNIQUE WELL NO.	580313

SETBACK DISTANCES	All potential contaminant sources must be noted on sketch.

Record the distance and approximate compass bearing of each potential contaminant source from the well, and identify the source using the "Source Code". Unlabeled points on the map are unsealed wells.



	Y	N	N/A
Were the isolation distances maintained for the new sources of contamination?			X
Is the system monitoring existing nonconforming sources of contamination?			X

Reminder Question: Were the wellhead protection measure(s) implemented?

INSPECTOR	Freitag, John	DATE	6 - 12 - 2019

PWS ID / FACILITY ID	1020035 S05	UNIQUE WELL NO.	580313

RECOMMENDED WELLHEAD PROTECTION (WHP) MEASURES	WHP MEASURE IMPLEMENTED? Y or N	DATE VERIFIED

COMMENTS

For further information, please contact:

Minnesota Department of Health
Drinking Water Protection Section
Source Water Protection Unit
P.O. Box 64975
St. Paul, Minnesota 55164-0975

Section Receptionist: 651-201-4700
Division TDD: 651-201-5797 or MN Relay Service @ 1-800-627-3529 and ask for 651-201-5000

Environmental Health Division
Drinking Water Protection Section
P.O. Box 64975
St. Paul, Minnesota 55164-0975

INNER WELLHEAD MANAGEMENT ZONE (IWMZ) - POTENTIAL CONTAMINANT SOURCE INVENTORY (PCSI) REPORT

PUBLIC WATER SYSTEM INFORMATION

PWS ID	1020035 **COMMUNITY**
NAME	Ramsey
ADDRESS	Ramsey Water Superintendent, 7550 Sunwood Drive, Ramsey, MN 55303

FACILITY (WELL) INFORMATION

NAME	Well #5
FACILITY ID	S06
UNIQUE WELL NO.	593672
COUNTY	Anoka

IS THERE A WELL LOG OR ADDITIONAL CONSTRUCTION INFORMATION AVAILABLE?

☐ YES (Please attach a copy)
☐ NO ☐ UNDETERMINED

PWS ID / FACILITY ID	1020035 S06	UNIQUE WELL NO.	593672

PCSI CODE	ACTUAL OR POTENTIAL CONTAMINATION SOURCE	ISOLATION DISTANCES (FEET)				LOCATION	
		Minimum Distances		Sensitive Well[1]	Within 200 Ft. Y / N / U	Dist. from Well	Est. (?)
		Community	Non-community				
Agricultural Related							
*AC1	Agricultural chemical buried piping	50	50		N		
*AC2	Agricultural chemical multiple tanks or containers for residential retail sale or use, no single tank or container exceeding, but aggregate volume exceeding 56 gal. or 100 lbs. dry weight	50	50		N		
ACP	Agricultural chemical tank or container with 25 gal. or more or 100 lbs. or more dry weight, or equipment filling or cleaning area without safeguards	150	150		N		
ACS	Agricultural chemical storage or equipment filling or cleaning area with safeguards	100	100		N		
ACR	Agricultural chemical storage or equipment filling or cleaning area with safeguards and roofed	50	50		N		
ADW	Agricultural drainage well[2] (Class V well - illegal[3])	50	50		N		
AAT	Anhydrous ammonia tank (stationary tank)	50	50		N		
AB1	Animal building, feedlot, confinement area, or kennel, 0.1 to 1.0 animal unit (stockyard)	50	20	100/40	N		
AB2	Animal building or poultry building, including a horse riding area, more than 1.0 animal unit	50	50	100	N		
ABS	Animal burial area, more than 1.0 animal unit	50	50		N		
FWP	Animal feeding or watering area within a pasture, more than 1.0 animal unit	50	50	100	N		
AF1	Animal feedlot, unroofed, 300 or more animal units (stockyard)	100	100	200	N		
AF2	Animal feedlot, more than 1.0, but less than 300 animal units (stockyard)	50	50	100	N		
AMA	Animal manure application	use discretion	use discretion		N		
REN	Animal rendering plant	50	50		N		
MS1	Manure (liquid) storage basin or lagoon, unpermitted or noncertified	300	300	600	N		
MS2	Manure (liquid) storage basin or lagoon, approved earthen liner	150	150	300	N		
MS3	Manure (liquid) storage basin or lagoon, approved concrete or composite liner	100	100	200	N		
MS4	Manure (solid) storage area, not covered with a roof	100	100	200	N		
OSC	Open storage for crops	use discretion	use discretion		N		
SSTS Related							
AA1	Absorption area of a soil dispersal system, average flow greater than 10,000 gal./day	300	300	600	N		
AA2	Absorption area of a soil dispersal system serving a facility handling infectious or pathological wastes, average flow 10,000 gal./day or less	150	150	300	N		
AA3	Absorption area of a soil dispersal system, average flow 10,000 gal./day or less	50	50	100	N		
AA4	Absorption area of a soil dispersal system serving multiple family residences or a non-residential facility and has the capacity to serve 20 or more persons per day (Class V well)[2]	50/300/150[4]	50/300/150[4]	100/600/300[4]	N		
CSP	Cesspool	75	75	150	N		
AGG	Dry well, leaching pit, seepage pit	75	75	150	N		
*FD1	Floor drain, grate, or trough connected to a buried sewer	50	50		N		
*FD2	Floor drain, grate, or trough if buried sewer is air-tested, approved materials, serving one building, or two or less single-family residences	50	20		N		

PWS ID / FACILITY ID	1020035 S06	UNIQUE WELL NO.	593672

PCSI CODE	ACTUAL OR POTENTIAL CONTAMINATION SOURCE	ISOLATION DISTANCES (FEET)				LOCATION	
		Minimum Distances		Sensitive Well[1]	Within 200 Ft. Y / N / U	Dist. from Well	Est. (?)
		Community	Non-community				
*GW1	Gray-water dispersal area	50	50	100	N		
LC1	Large capacity cesspools (Class V well - illegal)[2]	75	75	150	N		
MVW	Motor vehicle waste disposal (Class V well - illegal)[2]	illegal	illegal		N		
PR1	Privy, nonportable	50	50	100	N		
PR2	Portable (privy) or toilet	50	20		N		
*SF1	Watertight sand filter; peat filter; or constructed wetland	50	50		N		
SET	Septic tank	50	50		N		
HTK	Sewage holding tank, watertight	50	50		N		
SS1	Sewage sump capacity 100 gal. or more	50	50		N		
SS2	Sewage sump capacity less than 100 gal., tested, conforming to rule	50	20		N		
*ST1	Sewage treatment device, watertight	50	50		N		
SB1	Sewer, buried, approved materials, tested, serving one building, or two or less single-family residences	50	20		N		
SB2	Sewer, buried, collector, municipal, serving a facility handling infectious or pathological wastes, open-jointed or unapproved materials	50	50		Y	110	N
*WB1	Water treatment backwash holding basin, reclaim basin, or surge tank with a direct sewer connection	50	50		N		
*WB2	Water treatment backwash holding basin, reclaim basin, or surge tank with a backflow protected sewer connection	20	20		N		
Land Application							
SPT	Land spreading area for sewage, septage, or sludge	50	50	100	N		
Solid Waste Related							
COS	Commercial compost site	50	50		N		
CD1	Construction or demolition debris disposal area	50	50	100	N		
*HW1	Household solid waste disposal area, single residence	50	50	100	N		
LF1	Landfill, permitted demolition debris, dump, or mixed municipal solid waste from multiple persons	300	300	600	N		
SVY	Scrap yard	50	50		N		
SWT	Solid waste transfer station	50	50		N		
Storm Water Related							
SD1	Storm water drain pipe, 8 inches or greater in diameter	50	20		Y	120	N
SWI	Storm water drainage well[2] (Class V well - illegal[3])	50	50		N		
SM1	Storm water pond greater than 5000 gal.	50	35		N		
Wells and Borings							
*EB1	Elevator boring, not conforming to rule	50	50		N		
*EB2	Elevator boring, conforming to rule	20	20		N		
MON	Monitoring well	record dist.	record dist.		N		
WEL	Operating well	record dist.	record dist.		N		
UUW	Unused, unsealed well or boring	50	50		N		
General							
*CR1	Cistern or reservoir, buried, nonpressurized water supply	20	20		N		
PLM	Contaminant plume	50	50		N		
*CW1	Cooling water pond, industrial	50	50	100	N		
DC1	Deicing chemicals, bulk road	50	50	100	N		
*ET1	Electrical transformer storage area, oil-filled	50	50		N		
GRV	Grave or mausoleum	50	50		N		
GP1	Gravel pocket or French drain for clear water drainage only	20	20		N		
*HS1	Hazardous substance buried piping	50	50		N		
HS2	Hazardous substance tank or container, above ground or underground, 56 gal. or more, or 100 lbs. or more dry weight, without safeguards	150	150		N		
HS3	Hazardous substance tank or container, above ground or underground, 56 gal. or more, or 100 lbs. or more dry weight with safeguards	100	100		N		
HS4	Hazardous substance multiple storage tanks or containers for residential retail sale or use, no single tank or container exceeding 56 gal. or 100 lbs., but aggregate volume exceeding	50	50		N		
HWF	Highest water or flood level	50	N/A		N		
*HG1	Horizontal ground source closed loop heat exchanger buried piping	50	50		N		
*HG2	Horizontal ground source closed loop heat exchanger buried piping and horizontal piping, approved materials and heat transfer fluid	50	10		N		

PWS ID / FACILITY ID	1020035 S06	UNIQUE WELL NO.	593672

PCSI CODE	ACTUAL OR POTENTIAL CONTAMINATION SOURCE	ISOLATION DISTANCES (FEET)				LOCATION	
		Minimum Distances		Sensitive Well[1]	Within 200 Ft. Y / N / U	Dist. from Well	Est. (?)
		Community	Non-community				
IWD	Industrial waste disposal well (Class V well)[2]	illegal[3]	illegal[3]		N		
IWS	Interceptor, including a flammable waste or sediment	50	50		N		
OH1	Ordinary high water level of a stream, river, pond, lake, reservoir, or drainage ditch (holds water six months or more)	50	35		N		
*PP1	Petroleum buried piping	50	50		N		
*PP2	Petroleum or crude oil pipeline to a refinery or distribution center	100	100		N		
PT1	Petroleum tank or container, 1100 gal. or more, without safeguards	150	150		N		
PT2	Petroleum tank or container, 1100 gal. or more, with safeguards	100	100		N		
PT3	Petroleum tank or container, buried, between 56 and 1100 gal.	50	50		N		
PT4	Petroleum tank or container, not buried, between 56 and 1100 gal.	50[5]	20		N		
PU1	Pit or unfilled space more than four feet in depth	20	20		N		
PC1	Pollutant or contaminant that may drain into the soil	50	50	100	N		
SP1	Swimming pool, in-ground	20	20		N		
*VH1	Vertical heat exchanger, horizontal piping conforming to rule	50	10		N		
*VH2	Vertical heat exchanger (vertical) piping, conforming to rule	50	35		N		
*WR1	Wastewater rapid infiltration basin, municipal or industrial	300	300	600	N		
*WA1	Wastewater spray irrigation area, municipal or industrial	150	150	300	N		
*WS1	Wastewater stabilization pond, industrial	150	150	300	N		
*WS2	Wastewater stabilization pond, municipal, 500 or more gal./acre/day of leakage	300	300	600	N		
*WS3	Wastewater stabilization pond, municipal, less than 500 gal./acre/day of leakage	150	150	300	N		
*WT1	Wastewater treatment unit tanks, vessels and components (Package plant)	100	100		N		
*WT2	Water treatment backwash disposal area	50	50	100	N		
Additional Sources (If there is more than one source listed above, please indicate here).							
Potential Contamination Sources and Codes Based on Previous Versions of this Form							
GPR	Gravel pocket receiving clear water drainage	30	N/A		Y	50	N
FFH	Fire or flushing hydrant	10	N/A		Y	80	Y

* New potential contaminant source.

[1] A sensitive well has less than 50 feet of watertight casing, and which is not cased below a confining layer or confining materials of at least 10' in thickness.

[2] These sources, known as Class V underground injection wells, are regulated by the federal U.S. Environmental Protection Agency.

[3] These sources are classified as illegal by Minnesota Rules, Chapter 4725.

[4] Isolation distance is determined by average flow per day or if a facility handles infectious or pathological wastes.

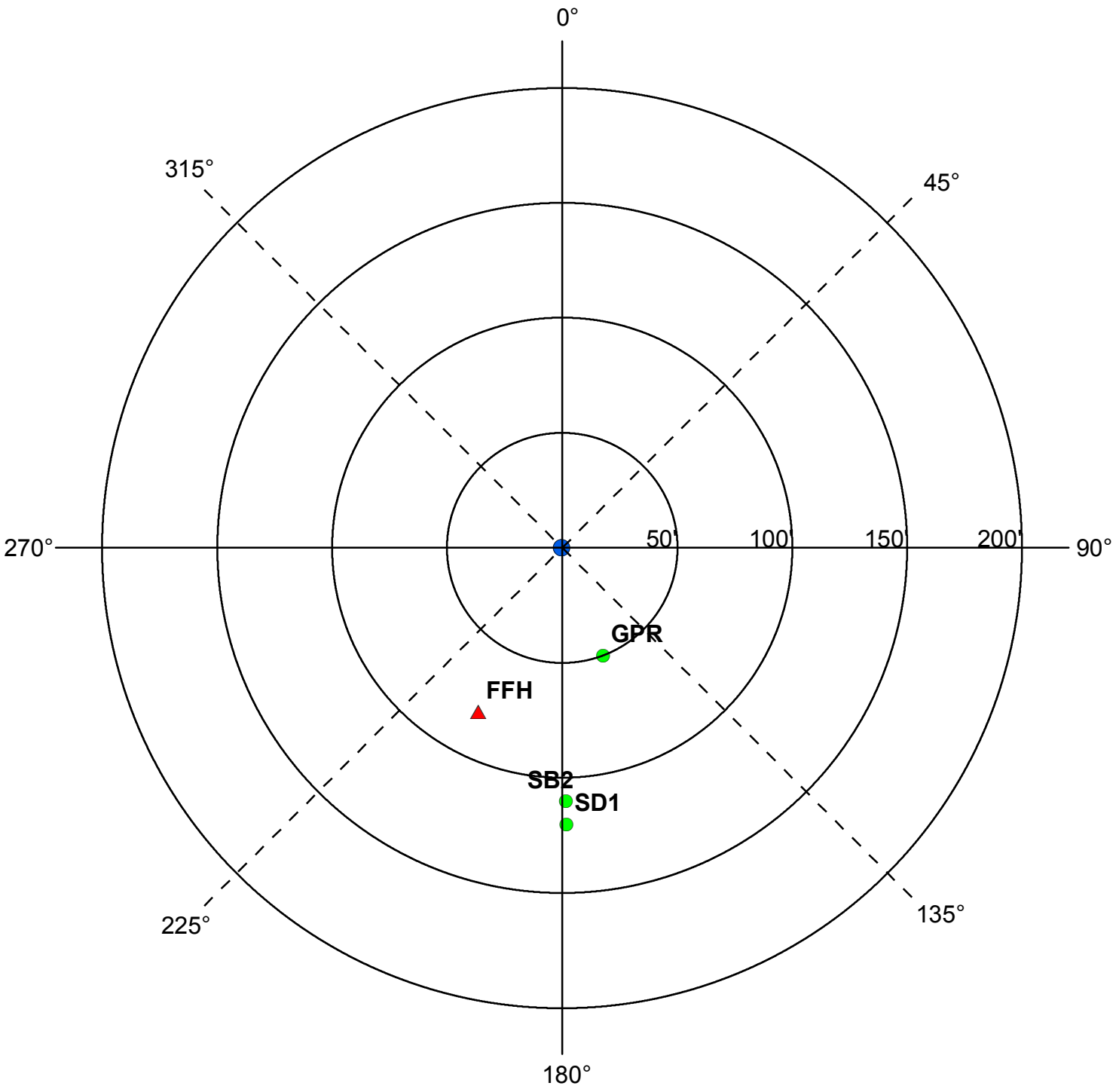
[5] A community public water-supply well must be a minimum of 50 feet from a petroleum tank or container, unless the tank or container is used for emergency pumping and is located in a room or building separate from the community well; and is of double-wall construction with leak detection between walls; or is protected with secondary containment.

This form is based on the new isolation distances in Minnesota Rules, Chapter 4725, related to wells and borings adopted August 4, 2008, and Minnesota Rules, Chapter 4720, related to wellhead protection.

PWS ID / FACILITY ID	1020035 S06	UNIQUE WELL NO.	593672

SETBACK DISTANCES	All potential contaminant sources must be noted on sketch.

Record the distance and approximate compass bearing of each potential contaminant source from the well, and identify the source using the "Source Code". Unlabeled points on the map are unsealed wells.



	Y	N	N/A
Were the isolation distances maintained for the new sources of contamination?	X		
Is the system monitoring existing nonconforming sources of contamination?			X

Reminder Question: Were the wellhead protection measure(s) implemented?

INSPECTOR	Freitag, John	DATE	6 - 12 - 2019

PWS ID / FACILITY ID	1020035 S06	UNIQUE WELL NO.	593672

RECOMMENDED WELLHEAD PROTECTION (WHP) MEASURES	WHP MEASURE IMPLEMENTED? Y or N	DATE VERIFIED

COMMENTS

For further information, please contact:

Minnesota Department of Health
Drinking Water Protection Section
Source Water Protection Unit
P.O. Box 64975
St. Paul, Minnesota 55164-0975

Section Receptionist: 651-201-4700
Division TDD: 651-201-5797 or MN Relay Service @ 1-800-627-3529 and ask for 651-201-5000

Environmental Health Division
Drinking Water Protection Section
P.O. Box 64975
St. Paul, Minnesota 55164-0975

INNER WELLHEAD MANAGEMENT ZONE (IWMZ) - POTENTIAL CONTAMINANT SOURCE INVENTORY (PCSI) REPORT

PUBLIC WATER SYSTEM INFORMATION

PWS ID	1020035 **COMMUNITY**
NAME	Ramsey
ADDRESS	Ramsey Water Superintendent, 7550 Sunwood Drive, Ramsey, MN 55303

FACILITY (WELL) INFORMATION

NAME	Well #6
FACILITY ID	S07
UNIQUE WELL NO.	706840
COUNTY	Anoka

IS THERE A WELL LOG OR ADDITIONAL CONSTRUCTION INFORMATION AVAILABLE?

☐ **YES** (Please attach a copy)
☐ **NO** ☐ **UNDETERMINED**

PWS ID / FACILITY ID	1020035 S07	**UNIQUE WELL NO.**	706840

PCSI CODE	ACTUAL OR POTENTIAL CONTAMINATION SOURCE	ISOLATION DISTANCES (FEET)				LOCATION	
		Minimum Distances		Sensitive Well[1]	Within 200 Ft. Y / N / U	Dist. from Well	Est. (?)
		Community	Non-community				
Agricultural Related							
*AC1	Agricultural chemical buried piping	50	50		N		
*AC2	Agricultural chemical multiple tanks or containers for residential retail sale or use, no single tank or container exceeding, but aggregate volume exceeding 56 gal. or 100 lbs. dry weight	50	50		N		
ACP	Agricultural chemical tank or container with 25 gal. or more or 100 lbs. or more dry weight, or equipment filling or cleaning area without safeguards	150	150		N		
ACS	Agricultural chemical storage or equipment filling or cleaning area with safeguards	100	100		N		
ACR	Agricultural chemical storage or equipment filling or cleaning area with safeguards and roofed	50	50		N		
ADW	Agricultural drainage well[2] (Class V well - illegal[3])	50	50		N		
AAT	Anhydrous ammonia tank (stationary tank)	50	50		N		
AB1	Animal building, feedlot, confinement area, or kennel, 0.1 to 1.0 animal unit (stockyard)	50	20	100/40	N		
AB2	Animal building or poultry building, including a horse riding area, more than 1.0 animal unit	50	50	100	N		
ABS	Animal burial area, more than 1.0 animal unit	50	50		N		
FWP	Animal feeding or watering area within a pasture, more than 1.0 animal unit	50	50	100	N		
AF1	Animal feedlot, unroofed, 300 or more animal units (stockyard)	100	100	200	N		
AF2	Animal feedlot, more than 1.0, but less than 300 animal units (stockyard)	50	50	100	N		
AMA	Animal manure application	use discretion	use discretion		N		
REN	Animal rendering plant	50	50		N		
MS1	Manure (liquid) storage basin or lagoon, unpermitted or noncertified	300	300	600	N		
MS2	Manure (liquid) storage basin or lagoon, approved earthen liner	150	150	300	N		
MS3	Manure (liquid) storage basin or lagoon, approved concrete or composite liner	100	100	200	N		
MS4	Manure (solid) storage area, not covered with a roof	100	100	200	N		
OSC	Open storage for crops	use discretion	use discretion		N		
SSTS Related							
AA1	Absorption area of a soil dispersal system, average flow greater than 10,000 gal./day	300	300	600	N		
AA2	Absorption area of a soil dispersal system serving a facility handling infectious or pathological wastes, average flow 10,000 gal./day or less	150	150	300	N		
AA3	Absorption area of a soil dispersal system, average flow 10,000 gal./day or less	50	50	100	N		
AA4	Absorption area of a soil dispersal system serving multiple family residences or a non-residential facility and has the capacity to serve 20 or more persons per day (Class V well)[2]	50/300/150[4]	50/300/150[4]	100/600/300[4]	N		
CSP	Cesspool	75	75	150	N		
AGG	Dry well, leaching pit, seepage pit	75	75	150	N		
*FD1	Floor drain, grate, or trough connected to a buried sewer	50	50		N		
*FD2	Floor drain, grate, or trough if buried sewer is air-tested, approved materials, serving one building, or two or less single-family residences	50	20		N		

PWS ID / FACILITY ID	1020035 S07	UNIQUE WELL NO.	706840

PCSI CODE	ACTUAL OR POTENTIAL CONTAMINATION SOURCE	ISOLATION DISTANCES (FEET)				LOCATION	
		Minimum Distances		Sensitive Well[1]	Within 200 Ft. Y / N / U	Dist. from Well	Est. (?)
		Community	Non-community				
*GW1	Gray-water dispersal area	50	50	100	N		
LC1	Large capacity cesspools (Class V well - illegal)[2]	75	75	150	N		
MVW	Motor vehicle waste disposal (Class V well - illegal)[2]	illegal	illegal		N		
PR1	Privy, nonportable	50	50	100	N		
PR2	Portable (privy) or toilet	50	20		N		
*SF1	Watertight sand filter; peat filter; or constructed wetland	50	50		N		
SET	Septic tank	50	50		N		
HTK	Sewage holding tank, watertight	50	50		N		
SS1	Sewage sump capacity 100 gal. or more	50	50		N		
SS2	Sewage sump capacity less than 100 gal., tested, conforming to rule	50	20		N		
*ST1	Sewage treatment device, watertight	50	50		N		
SB1	Sewer, buried, approved materials, tested, serving one building, or two or less single-family residences	50	20		N		
SB2	Sewer, buried, collector, municipal, serving a facility handling infectious or pathological wastes, open-jointed or unapproved materials	50	50		N		
*WB1	Water treatment backwash holding basin, reclaim basin, or surge tank with a direct sewer connection	50	50		N		
*WB2	Water treatment backwash holding basin, reclaim basin, or surge tank with a backflow protected sewer connection	20	20		N		
Land Application							
SPT	Land spreading area for sewage, septage, or sludge	50	50	100	N		
Solid Waste Related							
COS	Commercial compost site	50	50		N		
CD1	Construction or demolition debris disposal area	50	50	100	N		
*HW1	Household solid waste disposal area, single residence	50	50	100	N		
LF1	Landfill, permitted demolition debris, dump, or mixed municipal solid waste from multiple persons	300	300	600	N		
SVY	Scrap yard	50	50		N		
SWT	Solid waste transfer station	50	50		N		
Storm Water Related							
SD1	Storm water drain pipe, 8 inches or greater in diameter	50	20		N		
SWI	Storm water drainage well[2] (Class V well - illegal[3])	50	50		N		
SM1	Storm water pond greater than 5000 gal.	50	35		N		
Wells and Borings							
*EB1	Elevator boring, not conforming to rule	50	50		N		
*EB2	Elevator boring, conforming to rule	20	20		N		
MON	Monitoring well	record dist.	record dist.		N		
WEL	Operating well	record dist.	record dist.		N		
UUW	Unused, unsealed well or boring	50	50		N		
General							
*CR1	Cistern or reservoir, buried, nonpressurized water supply	20	20		N		
PLM	Contaminant plume	50	50		N		
*CW1	Cooling water pond, industrial	50	50	100	N		
DC1	Deicing chemicals, bulk road	50	50	100	N		
*ET1	Electrical transformer storage area, oil-filled	50	50		N		
GRV	Grave or mausoleum	50	50		N		
GP1	Gravel pocket or French drain for clear water drainage only	20	20		N		
*HS1	Hazardous substance buried piping	50	50		N		
HS2	Hazardous substance tank or container, above ground or underground, 56 gal. or more, or 100 lbs. or more dry weight, without safeguards	150	150		N		
HS3	Hazardous substance tank or container, above ground or underground, 56 gal. or more, or 100 lbs. or more dry weight with safeguards	100	100		N		
HS4	Hazardous substance multiple storage tanks or containers for residential retail sale or use, no single tank or container exceeding 56 gal. or 100 lbs., but aggregate volume exceeding	50	50		N		
HWF	Highest water or flood level	50	N/A		N		
*HG1	Horizontal ground source closed loop heat exchanger buried piping	50	50		N		
*HG2	Horizontal ground source closed loop heat exchanger buried piping and horizontal piping, approved materials and heat transfer fluid	50	10		N		

PWS ID / FACILITY ID	1020035 S07	UNIQUE WELL NO.	706840

PCSI CODE	ACTUAL OR POTENTIAL CONTAMINATION SOURCE	ISOLATION DISTANCES (FEET)				LOCATION	
		Minimum Distances		Sensitive Well[1]	Within 200 Ft. Y / N / U	Dist. from Well	Est. (?)
		Community	Non-community				
IWD	Industrial waste disposal well (Class V well)[2]	illegal[3]	illegal[3]		N		
IWS	Interceptor, including a flammable waste or sediment	50	50		N		
OH1	Ordinary high water level of a stream, river, pond, lake, reservoir, or drainage ditch (holds water six months or more)	50	35		N		
*PP1	Petroleum buried piping	50	50		N		
*PP2	Petroleum or crude oil pipeline to a refinery or distribution center	100	100		N		
PT1	Petroleum tank or container, 1100 gal. or more, without safeguards	150	150		N		
PT2	Petroleum tank or container, 1100 gal. or more, with safeguards	100	100		N		
PT3	Petroleum tank or container, buried, between 56 and 1100 gal.	50	50		N		
PT4	Petroleum tank or container, not buried, between 56 and 1100 gal.	50[5]	20		N		
PU1	Pit or unfilled space more than four feet in depth	20	20		N		
PC1	Pollutant or contaminant that may drain into the soil	50	50	100	N		
SP1	Swimming pool, in-ground	20	20		N		
*VH1	Vertical heat exchanger, horizontal piping conforming to rule	50	10		N		
*VH2	Vertical heat exchanger (vertical) piping, conforming to rule	50	35		N		
*WR1	Wastewater rapid infiltration basin, municipal or industrial	300	300	600	N		
*WA1	Wastewater spray irrigation area, municipal or industrial	150	150	300	N		
*WS1	Wastewater stabilization pond, industrial	150	150	300	N		
*WS2	Wastewater stabilization pond, municipal, 500 or more gal./acre/day of leakage	300	300	600	N		
*WS3	Wastewater stabilization pond, municipal, less than 500 gal./acre/day of leakage	150	150	300	N		
*WT1	Wastewater treatment unit tanks, vessels and components (Package plant)	100	100		N		
*WT2	Water treatment backwash disposal area	50	50	100	N		
Additional Sources (If there is more than one source listed above, please indicate here).							
Potential Contamination Sources and Codes Based on Previous Versions of this Form							
SWD	Storm water drain pipe, 12 inches or greater	50	20		Y	120	Y
FPH	Frost proof yard hydrant	10	10		Y	90	N
GSP	Gas pipe	5/10	5/10		Y	50	N

* New potential contaminant source.

[1] A sensitive well has less than 50 feet of watertight casing, and which is not cased below a confining layer or confining materials of at least 10' in thickness.

[2] These sources, known as Class V underground injection wells, are regulated by the federal U.S. Environmental Protection Agency.

[3] These sources are classified as illegal by Minnesota Rules, Chapter 4725.

[4] Isolation distance is determined by average flow per day or if a facility handles infectious or pathological wastes.

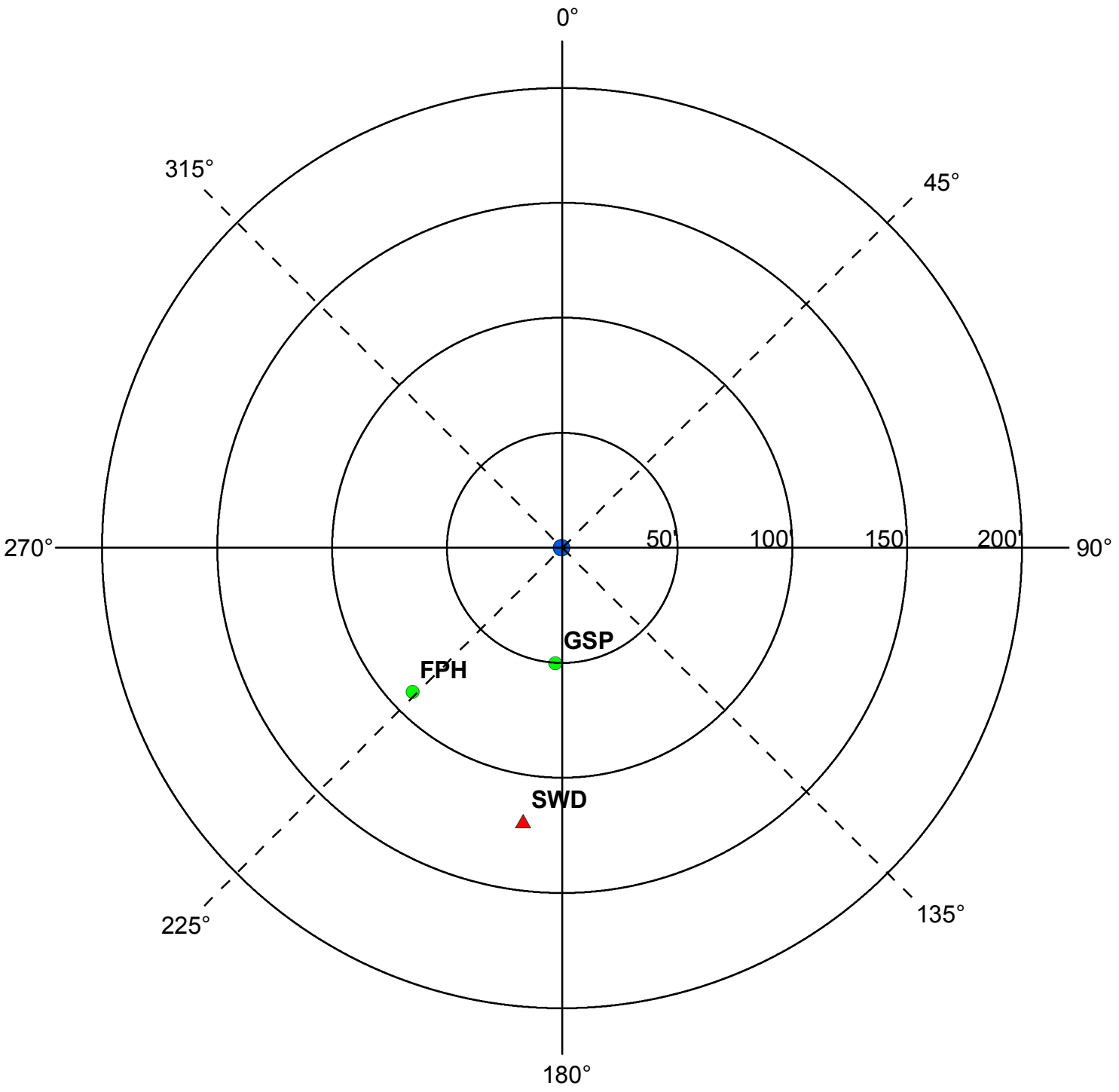
[5] A community public water-supply well must be a minimum of 50 feet from a petroleum tank or container, unless the tank or container is used for emergency pumping and is located in a room or building separate from the community well; and is of double-wall construction with leak detection between walls; or is protected with secondary containment.

This form is based on the new isolation distances in Minnesota Rules, Chapter 4725, related to wells and borings adopted August 4, 2008, and Minnesota Rules, Chapter 4720, related to wellhead protection.

PWS ID / FACILITY ID	1020035 S07	UNIQUE WELL NO.	706840

SETBACK DISTANCES	All potential contaminant sources must be noted on sketch.

Record the distance and approximate compass bearing of each potential contaminant source from the well, and identify the source using the "Source Code". Unlabeled points on the map are unsealed wells.



	Y	N	N/A
Were the isolation distances maintained for the new sources of contamination?			X
Is the system monitoring existing nonconforming sources of contamination?			X

Reminder Question: Were the wellhead protection measure(s) implemented?

INSPECTOR	Freitag, John	DATE	6 - 12 - 2019

PWS ID / FACILITY ID	1020035 S07	UNIQUE WELL NO.	706840

RECOMMENDED WELLHEAD PROTECTION (WHP) MEASURES	WHP MEASURE IMPLEMENTED? Y or N	DATE VERIFIED

COMMENTS

For further information, please contact:

Minnesota Department of Health
Drinking Water Protection Section
Source Water Protection Unit
P.O. Box 64975
St. Paul, Minnesota 55164-0975

Section Receptionist: 651-201-4700
Division TDD: 651-201-5797 or MN Relay Service @ 1-800-627-3529 and ask for 651-201-5000

Environmental Health Division
Drinking Water Protection Section
P.O. Box 64975
St. Paul, Minnesota 55164-0975

INNER WELLHEAD MANAGEMENT ZONE (IWMZ) - POTENTIAL CONTAMINANT SOURCE INVENTORY (PCSI) REPORT

PUBLIC WATER SYSTEM INFORMATION

PWS ID	1020035 **COMMUNITY**
NAME	Ramsey
ADDRESS	Ramsey Water Superintendent, 7550 Sunwood Drive, Ramsey, MN 55303

FACILITY (WELL) INFORMATION

NAME	Well #7
FACILITY ID	S08
UNIQUE WELL NO.	743832
COUNTY	Anoka

IS THERE A WELL LOG OR ADDITIONAL CONSTRUCTION INFORMATION AVAILABLE?

☐ **YES** (Please attach a copy)
☐ **NO** ☐ **UNDETERMINED**

PWS ID / FACILITY ID	1020035 S08	**UNIQUE WELL NO.**	743832

PCSI CODE	ACTUAL OR POTENTIAL CONTAMINATION SOURCE	ISOLATION DISTANCES (FEET)				LOCATION	
		Minimum Distances		Sensitive Well[1]	Within 200 Ft. Y / N / U	Dist. from Well	Est. (?)
		Community	Non-community				
Agricultural Related							
*AC1	Agricultural chemical buried piping	50	50		N		
*AC2	Agricultural chemical multiple tanks or containers for residential retail sale or use, no single tank or container exceeding, but aggregate volume exceeding 56 gal. or 100 lbs. dry weight	50	50		N		
ACP	Agricultural chemical tank or container with 25 gal. or more or 100 lbs. or more dry weight, or equipment filling or cleaning area without safeguards	150	150		N		
ACS	Agricultural chemical storage or equipment filling or cleaning area with safeguards	100	100		N		
ACR	Agricultural chemical storage or equipment filling or cleaning area with safeguards and roofed	50	50		N		
ADW	Agricultural drainage well[2] (Class V well - illegal[3])	50	50		N		
AAT	Anhydrous ammonia tank (stationary tank)	50	50		N		
AB1	Animal building, feedlot, confinement area, or kennel, 0.1 to 1.0 animal unit (stockyard)	50	20	100/40	N		
AB2	Animal building or poultry building, including a horse riding area, more than 1.0 animal unit	50	50	100	N		
ABS	Animal burial area, more than 1.0 animal unit	50	50		N		
FWP	Animal feeding or watering area within a pasture, more than 1.0 animal unit	50	50	100	N		
AF1	Animal feedlot, unroofed, 300 or more animal units (stockyard)	100	100	200	N		
AF2	Animal feedlot, more than 1.0, but less than 300 animal units (stockyard)	50	50	100	N		
AMA	Animal manure application	use discretion	use discretion		N		
REN	Animal rendering plant	50	50		N		
MS1	Manure (liquid) storage basin or lagoon, unpermitted or noncertified	300	300	600	N		
MS2	Manure (liquid) storage basin or lagoon, approved earthen liner	150	150	300	N		
MS3	Manure (liquid) storage basin or lagoon, approved concrete or composite liner	100	100	200	N		
MS4	Manure (solid) storage area, not covered with a roof	100	100	200	N		
OSC	Open storage for crops	use discretion	use discretion		N		
SSTS Related							
AA1	Absorption area of a soil dispersal system, average flow greater than 10,000 gal./day	300	300	600	N		
AA2	Absorption area of a soil dispersal system serving a facility handling infectious or pathological wastes, average flow 10,000 gal./day or less	150	150	300	N		
AA3	Absorption area of a soil dispersal system, average flow 10,000 gal./day or less	50	50	100	N		
AA4	Absorption area of a soil dispersal system serving multiple family residences or a non-residential facility and has the capacity to serve 20 or more persons per day (Class V well)[2]	50/300/150[4]	50/300/150[4]	100/600/300[4]	N		
CSP	Cesspool	75	75	150	N		
AGG	Dry well, leaching pit, seepage pit	75	75	150	N		
*FD1	Floor drain, grate, or trough connected to a buried sewer	50	50		N		
*FD2	Floor drain, grate, or trough if buried sewer is air-tested, approved materials, serving one building, or two or less single-family residences	50	20		N		

PWS ID / FACILITY ID	1020035 S08	UNIQUE WELL NO.	743832

PCSI CODE	ACTUAL OR POTENTIAL CONTAMINATION SOURCE	ISOLATION DISTANCES (FEET)				LOCATION	
		Minimum Distances		Sensitive Well[1]	Within 200 Ft. Y / N / U	Dist. from Well	Est. (?)
		Community	Non-community				
*GW1	Gray-water dispersal area	50	50	100	N		
LC1	Large capacity cesspools (Class V well - illegal)[2]	75	75	150	N		
MVW	Motor vehicle waste disposal (Class V well - illegal)[2]	illegal	illegal		N		
PR1	Privy, nonportable	50	50	100	N		
PR2	Portable (privy) or toilet	50	20		N		
*SF1	Watertight sand filter; peat filter; or constructed wetland	50	50		N		
SET	Septic tank	50	50		N		
HTK	Sewage holding tank, watertight	50	50		Y	180	N
SS1	Sewage sump capacity 100 gal. or more	50	50		N		
SS2	Sewage sump capacity less than 100 gal., tested, conforming to rule	50	20		N		
*ST1	Sewage treatment device, watertight	50	50		N		
SB1	Sewer, buried, approved materials, tested, serving one building, or two or less single-family residences	50	20		N		
SB2	Sewer, buried, collector, municipal, serving a facility handling infectious or pathological wastes, open-jointed or unapproved materials	50	50		Y	125	N
*WB1	Water treatment backwash holding basin, reclaim basin, or surge tank with a direct sewer connection	50	50		N		
*WB2	Water treatment backwash holding basin, reclaim basin, or surge tank with a backflow protected sewer connection	20	20		N		
Land Application							
SPT	Land spreading area for sewage, septage, or sludge	50	50	100	N		
Solid Waste Related							
COS	Commercial compost site	50	50		N		
CD1	Construction or demolition debris disposal area	50	50	100	N		
*HW1	Household solid waste disposal area, single residence	50	50	100	N		
LF1	Landfill, permitted demolition debris, dump, or mixed municipal solid waste from multiple persons	300	300	600	N		
SVY	Scrap yard	50	50		N		
SWT	Solid waste transfer station	50	50		N		
Storm Water Related							
SD1	Storm water drain pipe, 8 inches or greater in diameter	50	20		N		
SWI	Storm water drainage well[2] (Class V well - illegal[3])	50	50		N		
SM1	Storm water pond greater than 5000 gal.	50	35		N		
Wells and Borings							
*EB1	Elevator boring, not conforming to rule	50	50		N		
*EB2	Elevator boring, conforming to rule	20	20		N		
MON	Monitoring well	record dist.	record dist.		N		
WEL	Operating well	record dist.	record dist.		N		
UUW	Unused, unsealed well or boring	50	50		N		
General							
*CR1	Cistern or reservoir, buried, nonpressurized water supply	20	20		N		
PLM	Contaminant plume	50	50		N		
*CW1	Cooling water pond, industrial	50	50	100	N		
DC1	Deicing chemicals, bulk road	50	50	100	N		
*ET1	Electrical transformer storage area, oil-filled	50	50		N		
GRV	Grave or mausoleum	50	50		N		
GP1	Gravel pocket or French drain for clear water drainage only	20	20		N		
*HS1	Hazardous substance buried piping	50	50		N		
HS2	Hazardous substance tank or container, above ground or underground, 56 gal. or more, or 100 lbs. or more dry weight, without safeguards	150	150		N		
HS3	Hazardous substance tank or container, above ground or underground, 56 gal. or more, or 100 lbs. or more dry weight with safeguards	100	100		N		
HS4	Hazardous substance multiple storage tanks or containers for residential retail sale or use, no single tank or container exceeding 56 gal. or 100 lbs., but aggregate volume exceeding	50	50		N		
HWF	Highest water or flood level	50	N/A		N		
*HG1	Horizontal ground source closed loop heat exchanger buried piping	50	50		N		
*HG2	Horizontal ground source closed loop heat exchanger buried piping and horizontal piping, approved materials and heat transfer fluid	50	10		N		

PWS ID / FACILITY ID	1020035 S08	UNIQUE WELL NO.	743832

PCSI CODE	ACTUAL OR POTENTIAL CONTAMINATION SOURCE	ISOLATION DISTANCES (FEET)				LOCATION	
		Minimum Distances		Sensitive Well[1]	Within 200 Ft. Y / N / U	Dist. from Well	Est. (?)
		Community	Non-community				
IWD	Industrial waste disposal well (Class V well)[2]	illegal[3]	illegal[3]		N		
IWS	Interceptor, including a flammable waste or sediment	50	50		N		
OH1	Ordinary high water level of a stream, river, pond, lake, reservoir, or drainage ditch (holds water six months or more)	50	35		N		
*PP1	Petroleum buried piping	50	50		N		
*PP2	Petroleum or crude oil pipeline to a refinery or distribution center	100	100		N		
PT1	Petroleum tank or container, 1100 gal. or more, without safeguards	150	150		N		
PT2	Petroleum tank or container, 1100 gal. or more, with safeguards	100	100		N		
PT3	Petroleum tank or container, buried, between 56 and 1100 gal.	50	50		N		
PT4	Petroleum tank or container, not buried, between 56 and 1100 gal.	50[5]	20		N		
PU1	Pit or unfilled space more than four feet in depth	20	20		N		
PC1	Pollutant or contaminant that may drain into the soil	50	50	100	N		
SP1	Swimming pool, in-ground	20	20		N		
*VH1	Vertical heat exchanger, horizontal piping conforming to rule	50	10		N		
*VH2	Vertical heat exchanger (vertical) piping, conforming to rule	50	35		N		
*WR1	Wastewater rapid infiltration basin, municipal or industrial	300	300	600	N		
*WA1	Wastewater spray irrigation area, municipal or industrial	150	150	300	N		
*WS1	Wastewater stabilization pond, industrial	150	150	300	N		
*WS2	Wastewater stabilization pond, municipal, 500 or more gal./acre/day of leakage	300	300	600	N		
*WS3	Wastewater stabilization pond, municipal, less than 500 gal./acre/day of leakage	150	150	300	N		
*WT1	Wastewater treatment unit tanks, vessels and components (Package plant)	100	100		N		
*WT2	Water treatment backwash disposal area	50	50	100	N		
Additional Sources (If there is more than one source listed above, please indicate here).							
Potential Contamination Sources and Codes Based on Previous Versions of this Form							
BLD	Building (does not contain any actual or potential contaminant sources.)	3	3		Y	200	N**
BLD	Building (does not contain any actual or potential contaminant sources.)	3	3		Y	30	Y
FFH	Fire or flushing hydrant	10	N/A		Y	75	Y

* New potential contaminant source.

** This number is the estimated distance that this potential source is from this well even though it was identified during an inventory for an adjacent well.

[1] A sensitive well has less than 50 feet of watertight casing, and which is not cased below a confining layer or confining materials of at least 10' in thickness.

[2] These sources, known as Class V underground injection wells, are regulated by the federal U.S. Environmental Protection Agency.

[3] These sources are classified as illegal by Minnesota Rules, Chapter 4725.

[4] Isolation distance is determined by average flow per day or if a facility handles infectious or pathological wastes.

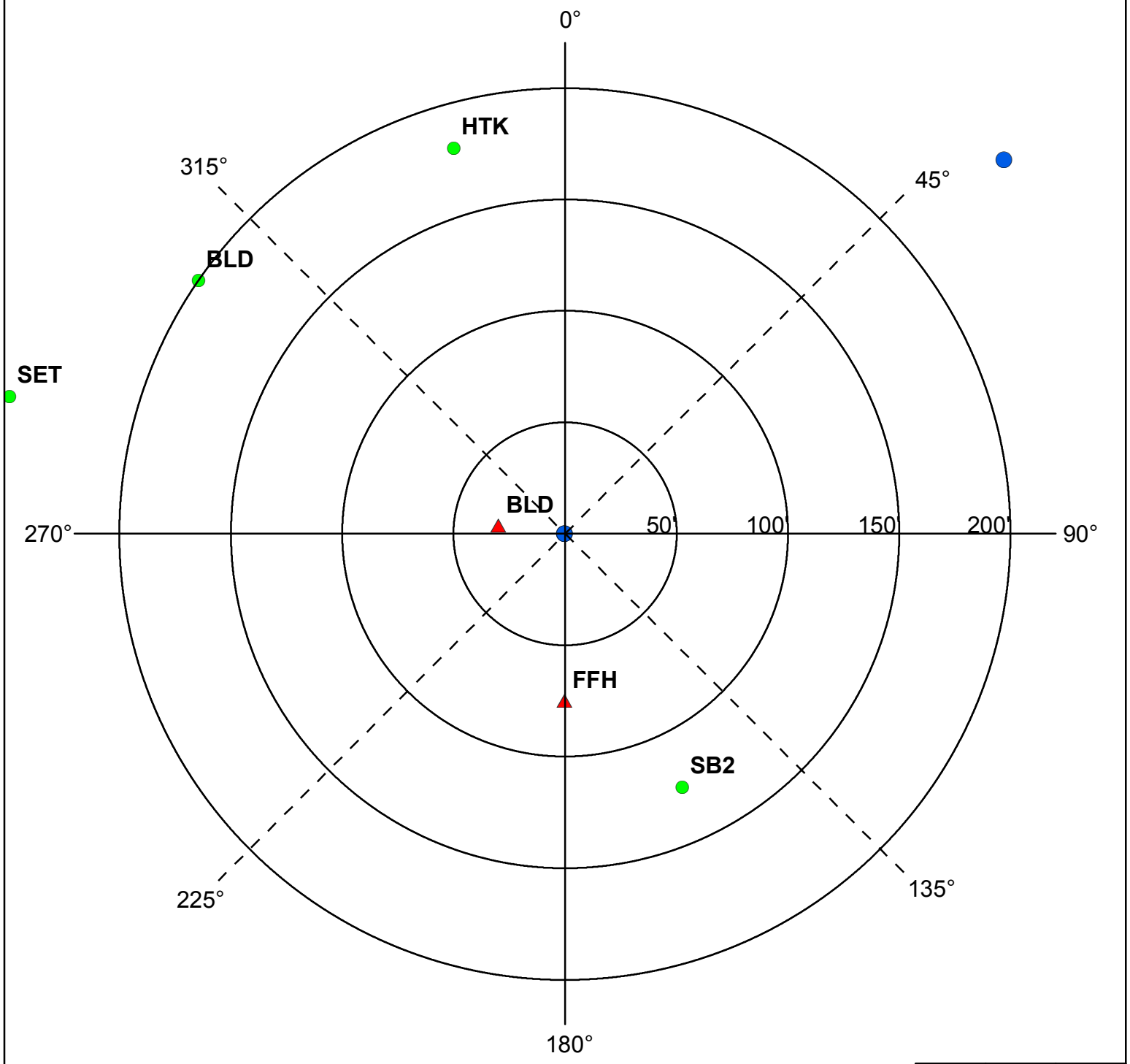
[5] A community public water-supply well must be a minimum of 50 feet from a petroleum tank or container, unless the tank or container is used for emergency pumping and is located in a room or building separate from the community well; and is of double-wall construction with leak detection between walls; or is protected with secondary containment.

This form is based on the new isolation distances in Minnesota Rules, Chapter 4725, related to wells and borings adopted August 4, 2008, and Minnesota Rules, Chapter 4720, related to wellhead protection.

PWS ID / FACILITY ID	1020035 S08	UNIQUE WELL NO.	743832

SETBACK DISTANCES	All potential contaminant sources must be noted on sketch.

Record the distance and approximate compass bearing of each potential contaminant source from the well, and identify the source using the "Source Code". Unlabeled points on the map are unsealed wells.



	Y	N	N/A
Were the isolation distances maintained for the new sources of contamination?			X
Is the system monitoring existing nonconforming sources of contamination?			X

Reminder Question: Were the wellhead protection measure(s) implemented?

INSPECTOR	Freitag, John	DATE	6 - 12 - 2019

PWS ID / FACILITY ID	1020035 S08	UNIQUE WELL NO.	743832

RECOMMENDED WELLHEAD PROTECTION (WHP) MEASURES	WHP MEASURE IMPLEMENTED? Y or N	DATE VERIFIED

COMMENTS

HTK = Two 1500 gallon tanks for drain water from firehouse that are emptied via VAC truck.BLD = building is pumphouse for wells 7 & 8.

For further information, please contact:

Minnesota Department of Health
Drinking Water Protection Section
Source Water Protection Unit
P.O. Box 64975
St. Paul, Minnesota 55164-0975

Section Receptionist: 651-201-4700
Division TDD: 651-201-5797 or MN Relay Service @ 1-800-627-3529 and ask for 651-201-5000

Environmental Health Division
Drinking Water Protection Section
P.O. Box 64975
St. Paul, Minnesota 55164-0975

INNER WELLHEAD MANAGEMENT ZONE (IWMZ) - POTENTIAL CONTAMINANT SOURCE INVENTORY (PCSI) REPORT

PUBLIC WATER SYSTEM INFORMATION

PWS ID	1020035 **COMMUNITY**
NAME	Ramsey
ADDRESS	Ramsey Water Superintendent, 7550 Sunwood Drive, Ramsey, MN 55303

FACILITY (WELL) INFORMATION

NAME	Well #8
FACILITY ID	S09
UNIQUE WELL NO.	743833
COUNTY	Anoka

IS THERE A WELL LOG OR ADDITIONAL CONSTRUCTION INFORMATION AVAILABLE?

☐ **YES** (Please attach a copy)
☐ **NO** ☐ **UNDETERMINED**

PWS ID / FACILITY ID	1020035 S09	**UNIQUE WELL NO.**	743833

PCSI CODE	ACTUAL OR POTENTIAL CONTAMINATION SOURCE	ISOLATION DISTANCES (FEET)				LOCATION	
		Minimum Distances		Sensitive Well[1]	Within 200 Ft. Y / N / U	Dist. from Well	Est. (?)
		Community	Non-community				
Agricultural Related							
*AC1	Agricultural chemical buried piping	50	50		N		
*AC2	Agricultural chemical multiple tanks or containers for residential retail sale or use, no single tank or container exceeding, but aggregate volume exceeding 56 gal. or 100 lbs. dry weight	50	50		N		
ACP	Agricultural chemical tank or container with 25 gal. or more or 100 lbs. or more dry weight, or equipment filling or cleaning area without safeguards	150	150		N		
ACS	Agricultural chemical storage or equipment filling or cleaning area with safeguards	100	100		N		
ACR	Agricultural chemical storage or equipment filling or cleaning area with safeguards and roofed	50	50		N		
ADW	Agricultural drainage well[2] (Class V well - illegal[3])	50	50		N		
AAT	Anhydrous ammonia tank (stationary tank)	50	50		N		
AB1	Animal building, feedlot, confinement area, or kennel, 0.1 to 1.0 animal unit (stockyard)	50	20	100/40	N		
AB2	Animal building or poultry building, including a horse riding area, more than 1.0 animal unit	50	50	100	N		
ABS	Animal burial area, more than 1.0 animal unit	50	50		N		
FWP	Animal feeding or watering area within a pasture, more than 1.0 animal unit	50	50	100	N		
AF1	Animal feedlot, unroofed, 300 or more animal units (stockyard)	100	100	200	N		
AF2	Animal feedlot, more than 1.0, but less than 300 animal units (stockyard)	50	50	100	N		
AMA	Animal manure application	use discretion	use discretion		N		
REN	Animal rendering plant	50	50		N		
MS1	Manure (liquid) storage basin or lagoon, unpermitted or noncertified	300	300	600	N		
MS2	Manure (liquid) storage basin or lagoon, approved earthen liner	150	150	300	N		
MS3	Manure (liquid) storage basin or lagoon, approved concrete or composite liner	100	100	200	N		
MS4	Manure (solid) storage area, not covered with a roof	100	100	200	N		
OSC	Open storage for crops	use discretion	use discretion		N		
SSTS Related							
AA1	Absorption area of a soil dispersal system, average flow greater than 10,000 gal./day	300	300	600	N		
AA2	Absorption area of a soil dispersal system serving a facility handling infectious or pathological wastes, average flow 10,000 gal./day or less	150	150	300	N		
AA3	Absorption area of a soil dispersal system, average flow 10,000 gal./day or less	50	50	100	N		
AA4	Absorption area of a soil dispersal system serving multiple family residences or a non-residential facility and has the capacity to serve 20 or more persons per day (Class V well)[2]	50/300/150[4]	50/300/150[4]	100/600/300[4]	N		
CSP	Cesspool	75	75	150	N		
AGG	Dry well, leaching pit, seepage pit	75	75	150	N		
*FD1	Floor drain, grate, or trough connected to a buried sewer	50	50		N		
*FD2	Floor drain, grate, or trough if buried sewer is air-tested, approved materials, serving one building, or two or less single-family residences	50	20		N		

PWS ID / FACILITY ID	1020035 S09	UNIQUE WELL NO.	743833

PCSI CODE	ACTUAL OR POTENTIAL CONTAMINATION SOURCE	ISOLATION DISTANCES (FEET)				LOCATION	
		Minimum Distances		Sensitive Well[1]	Within 200 Ft. Y / N / U	Dist. from Well	Est. (?)
		Community	Non-community				
*GW1	Gray-water dispersal area	50	50	100	N		
LC1	Large capacity cesspools (Class V well - illegal)[2]	75	75	150	N		
MVW	Motor vehicle waste disposal (Class V well - illegal)[2]	illegal	illegal		N		
PR1	Privy, nonportable	50	50	100	N		
PR2	Portable (privy) or toilet	50	20		Y	60	N
*SF1	Watertight sand filter; peat filter; or constructed wetland	50	50		N		
SET	Septic tank	50	50		N		
HTK	Sewage holding tank, watertight	50	50		N		
SS1	Sewage sump capacity 100 gal. or more	50	50		N		
SS2	Sewage sump capacity less than 100 gal., tested, conforming to rule	50	20		N		
*ST1	Sewage treatment device, watertight	50	50		N		
SB1	Sewer, buried, approved materials, tested, serving one building, or two or less single-family residences	50	20		N		
SB2	Sewer, buried, collector, municipal, serving a facility handling infectious or pathological wastes, open-jointed or unapproved materials	50	50		Y	80	N
SB2	Sewer, buried, collector, municipal, serving a facility handling infectious or pathological wastes, open-jointed or unapproved materials	50	50		Y	90	N
*WB1	Water treatment backwash holding basin, reclaim basin, or surge tank with a direct sewer connection	50	50		N		
*WB2	Water treatment backwash holding basin, reclaim basin, or surge tank with a backflow protected sewer connection	20	20		N		
Land Application							
SPT	Land spreading area for sewage, septage, or sludge	50	50	100	N		
Solid Waste Related							
COS	Commercial compost site	50	50		N		
CD1	Construction or demolition debris disposal area	50	50	100	N		
*HW1	Household solid waste disposal area, single residence	50	50	100	N		
LF1	Landfill, permitted demolition debris, dump, or mixed municipal solid waste from multiple persons	300	300	600	N		
SVY	Scrap yard	50	50		N		
SWT	Solid waste transfer station	50	50		N		
Storm Water Related							
SD1	Storm water drain pipe, 8 inches or greater in diameter	50	20		Y	130	N
SD1	Storm water drain pipe, 8 inches or greater in diameter	50	20		Y	102	N
SWI	Storm water drainage well[2] (Class V well - illegal[3])	50	50		N		
SM1	Storm water pond greater than 5000 gal.	50	35		N		
Wells and Borings							
*EB1	Elevator boring, not conforming to rule	50	50		N		
*EB2	Elevator boring, conforming to rule	20	20		N		
MON	Monitoring well	record dist.	record dist.		N		
WEL	Operating well	record dist.	record dist.		N		
UUW	Unused, unsealed well or boring	50	50		N		
General							
*CR1	Cistern or reservoir, buried, nonpressurized water supply	20	20		N		
PLM	Contaminant plume	50	50		N		
*CW1	Cooling water pond, industrial	50	50	100	N		
DC1	Deicing chemicals, bulk road	50	50	100	N		
*ET1	Electrical transformer storage area, oil-filled	50	50		N		
GRV	Grave or mausoleum	50	50		N		
GP1	Gravel pocket or French drain for clear water drainage only	20	20		N		
*HS1	Hazardous substance buried piping	50	50		N		
HS2	Hazardous substance tank or container, above ground or underground, 56 gal. or more, or 100 lbs. or more dry weight, without safeguards	150	150		N		
HS3	Hazardous substance tank or container, above ground or underground, 56 gal. or more, or 100 lbs. or more dry weight with safeguards	100	100		N		
HS4	Hazardous substance multiple storage tanks or containers for residential retail sale or use, no single tank or container exceeding 56 gal. or 100 lbs., but aggregate volume exceeding	50	50		N		
HWF	Highest water or flood level	50	N/A		N		

PWS ID / FACILITY ID	1020035 S09	UNIQUE WELL NO.	743833

PCSI CODE	ACTUAL OR POTENTIAL CONTAMINATION SOURCE	ISOLATION DISTANCES (FEET)				LOCATION	
		Minimum Distances		Sensitive Well[1]	Within 200 Ft. Y / N / U	Dist. from Well	Est. (?)
		Community	Non-community				
*HG1	Horizontal ground source closed loop heat exchanger buried piping	50	50		N		
*HG2	Horizontal ground source closed loop heat exchanger buried piping and horizontal piping, approved materials and heat transfer fluid	50	10		N		
IWD	Industrial waste disposal well (Class V well)[2]	illegal[3]	illegal[3]		N		
IWS	Interceptor, including a flammable waste or sediment	50	50		N		
OH1	Ordinary high water level of a stream, river, pond, lake, reservoir, or drainage ditch (holds water six months or more)	50	35		N		
*PP1	Petroleum buried piping	50	50		N		
*PP2	Petroleum or crude oil pipeline to a refinery or distribution center	100	100		N		
PT1	Petroleum tank or container, 1100 gal. or more, without safeguards	150	150		N		
PT2	Petroleum tank or container, 1100 gal. or more, with safeguards	100	100		N		
PT3	Petroleum tank or container, buried, between 56 and 1100 gal.	50	50		N		
PT4	Petroleum tank or container, not buried, between 56 and 1100 gal.	50[5]	20		N		
PU1	Pit or unfilled space more than four feet in depth	20	20		N		
PC1	Pollutant or contaminant that may drain into the soil	50	50	100	N		
SP1	Swimming pool, in-ground	20	20		N		
*VH1	Vertical heat exchanger, horizontal piping conforming to rule	50	10		N		
*VH2	Vertical heat exchanger (vertical) piping, conforming to rule	50	35		N		
*WR1	Wastewater rapid infiltration basin, municipal or industrial	300	300	600	N		
*WA1	Wastewater spray irrigation area, municipal or industrial	150	150	300	N		
*WS1	Wastewater stabilization pond, industrial	150	150	300	N		
*WS2	Wastewater stabilization pond, municipal, 500 or more gal./acre/day of leakage	300	300	600	N		
*WS3	Wastewater stabilization pond, municipal, less than 500 gal./acre/day of leakage	150	150	300	N		
*WT1	Wastewater treatment unit tanks, vessels and components (Package plant)	100	100		N		
*WT2	Water treatment backwash disposal area	50	50	100	N		
Additional Sources (If there is more than one source listed above, please indicate here).							
Potential Contamination Sources and Codes Based on Previous Versions of this Form							
SWD	Storm water drain pipe, 12 inches or greater	50	20		Y	75	Y
FFH	Fire or flushing hydrant	10	N/A		Y	60	N

* New potential contaminant source.

[1] A sensitive well has less than 50 feet of watertight casing, and which is not cased below a confining layer or confining materials of at least 10' in thickness.

[2] These sources, known as Class V underground injection wells, are regulated by the federal U.S. Environmental Protection Agency.

[3] These sources are classified as illegal by Minnesota Rules, Chapter 4725.

[4] Isolation distance is determined by average flow per day or if a facility handles infectious or pathological wastes.

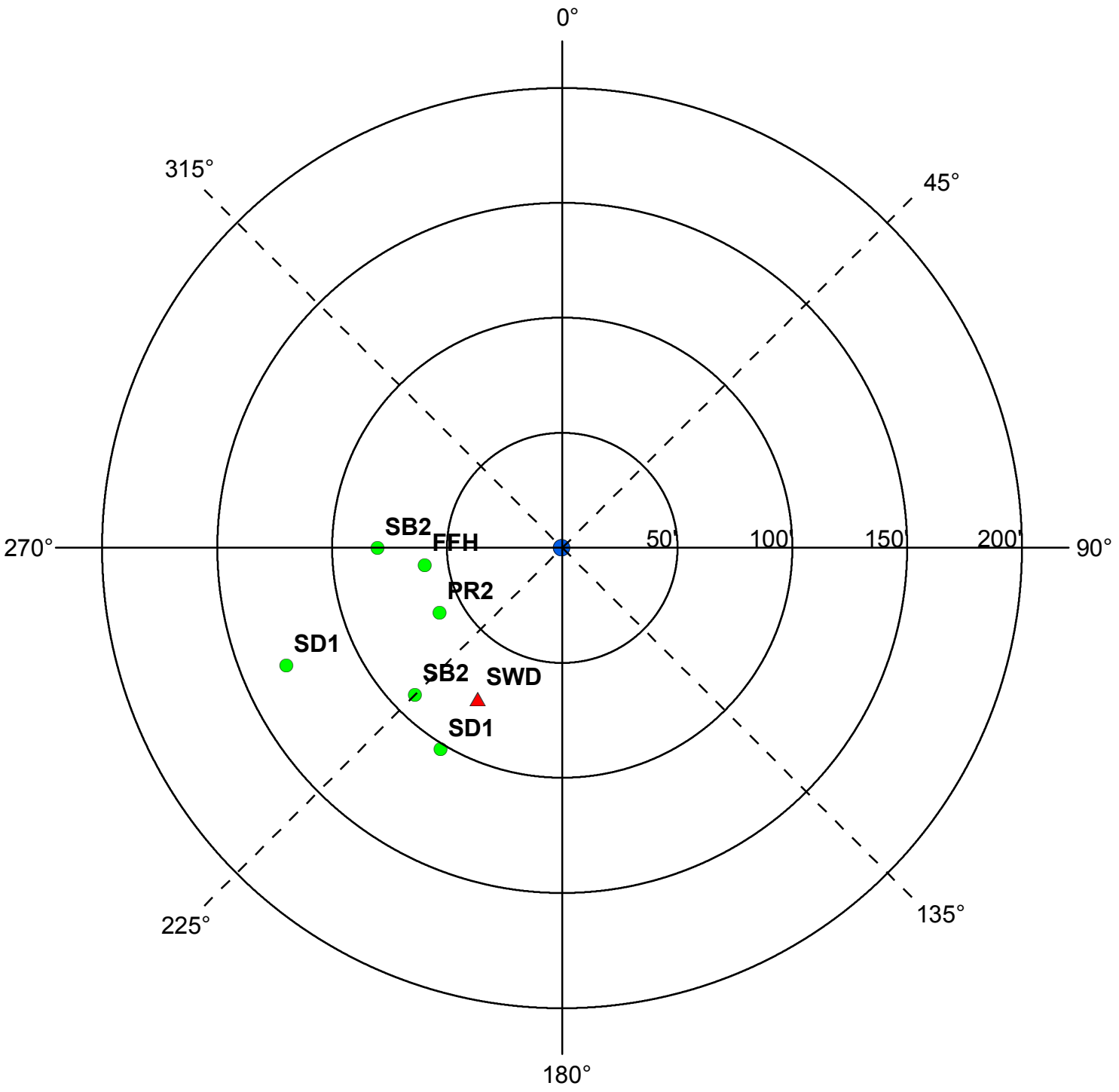
[5] A community public water-supply well must be a minimum of 50 feet from a petroleum tank or container, unless the tank or container is used for emergency pumping and is located in a room or building separate from the community well; and is of double-wall construction with leak detection between walls; or is protected with secondary containment.

This form is based on the new isolation distances in Minnesota Rules, Chapter 4725, related to wells and borings adopted August 4, 2008, and Minnesota Rules, Chapter 4720, related to wellhead protection.

PWS ID / FACILITY ID	1020035 S09	UNIQUE WELL NO.	743833

SETBACK DISTANCES	All potential contaminant sources must be noted on sketch.

Record the distance and approximate compass bearing of each potential contaminant source from the well, and identify the source using the "Source Code". Unlabeled points on the map are unsealed wells.



	Y	N	N/A
Were the isolation distances maintained for the new sources of contamination?	X		
Is the system monitoring existing nonconforming sources of contamination?		X	

Reminder Question: Were the wellhead protection measure(s) implemented?

INSPECTOR	Freitag, John	DATE	6 - 12 - 2019

PWS ID / FACILITY ID	1020035 S09	UNIQUE WELL NO.	743833

RECOMMENDED WELLHEAD PROTECTION (WHP) MEASURES	WHP MEASURE IMPLEMENTED? Y or N	DATE VERIFIED

COMMENTS

For further information, please contact:

Minnesota Department of Health
Drinking Water Protection Section
Source Water Protection Unit
P.O. Box 64975
St. Paul, Minnesota 55164-0975

Section Receptionist: 651-201-4700
Division TDD: 651-201-5797 or MN Relay Service @ 1-800-627-3529 and ask for 651-201-5000

Attachment C-2

Sealed Wells

DRAFT

Table C-2-1

Sealed Wells in the DWSMAs
City of Ramsey Part 2 WHPP Amendment

PCSI ID	PID No.	Unique No.	Status	Use	Well Name	Well Location	City	Total Sealed Depth (Feet)	Date Completed/Sealed	Aquifer	PCS Code	Location Verified
1	363225210156	H152710	Sealed	Not Available	Anoka County Community Action	5361 189th Av	Ramsey	16	4/1/1999	Not Available	WEL	Not Attempted
2	273225240004	579465	Sealed	Not Available	Anoka Electric Cooperative	14601 Ramsey Bl	Ramsey	200	12/19/1996	Not Available	WEL	Not Attempted
3	273225220035	H71251	Sealed	Not Available	Anoka Electric Cooperative	Industry (& Ramsey Bl) Av	Ramsey	136	8/12/1995	Not Available	WEL	Not Attempted
4	Not Available	H109614	Sealed	Not Available	Anoka Electric Cooperative	14601 Ramsey Bl	Ramsey	79	10/2/1996	Not Available	WEL	Not Attempted
5	213225330011	H194181	Sealed	Not Available	Beach, Jerry	7830 149th La Nw	Ramsey	80	5/29/2002	Not Available	WEL	Not Attempted
6	213225330011	H194948	Sealed	Not Available	Beach, Jerry	7830 149th La Nw	Ramsey	16	5/29/2002	Not Available	WEL	Not Attempted
7	Not Available	672712	Sealed	Not Available	Bp Amoco	5195 142nd Av Nw	Ramsey	15	1/6/2003	Not Available	WEL	Not Attempted
8	Not Available	672713	Sealed	Not Available	Bp Amoco	5195 142nd Av Nw	Ramsey	15	1/6/2003	Not Available	WEL	Not Attempted
9	Not Available	672714	Sealed	Not Available	Bp Amoco	5195 142nd Av Nw	Ramsey	15	1/6/2003	Not Available	WEL	Not Attempted
10	Not Available	672715	Sealed	Not Available	Bp Amoco	5195 142nd Av Nw	Ramsey	35	1/6/2003	Not Available	WEL	Not Attempted
11	Not Available	672716	Sealed	Not Available	Bp Amoco	5195 142nd Av Nw	Ramsey	15	1/6/2003	Not Available	WEL	Not Attempted
12	Not Available	H180959	Sealed	Not Available	Bp Amoco	5145 142nd Av	Ramsey	12	10/11/2001	Not Available	WEL	Not Attempted
13	Not Available	H181291	Sealed	Not Available	Brigh Tkeys Development	14700 NW Ramsey Bl	Ramsey	156	10/14/2003	Not Available	WEL	Not Attempted
14	Not Available	611762	Sealed	Not Available	Bright Keys Development	14726 Ramsey Bl Nw	Ramsey	50	10/14/2003	Not Available	WEL	Not Attempted
15	Not Available	H181292	Sealed	Not Available	Bright Keys Development	14726 NW Ramsey Bl	Ramsey	41	10/16/2003	Not Available	WEL	Not Attempted
16	Not Available	242745	Sealed	Not Available	Brock, Jannie	15240 Kangaroo St Nw	Ramsey	71	06/07/1975	Not Available	WEL	Not Attempted
17	Not Available	H100254	Sealed	Not Available	Brooks Food Market	14550 Armstrong Rd	Ramsey	16	12/13/1995	Not Available	WEL	Not Attempted
18	Not Available	H100255	Sealed	Not Available	Brooks Food Market	14051 St. Francis Bl	Ramsey	12	12/13/1995	Not Available	WEL	Not Attempted
19	363225210213	578983	Sealed	Not Available	Bulow Inc.	5343 Industry Av Nw	Ramsey	86	11/2/2000	Not Available	WEL	Not Attempted
20	Not Available	H154749	Sealed	Not Available	Bulow Inc.	5323 Industry Av	Ramsey	22	11/2/2000	Not Available	WEL	Not Attempted
21	Not Available	H223487	Sealed	Not Available	Bunkers, John	14550 Armstrong Bl	Ramsey	20	6/22/2004	Not Available	WEL	Not Attempted
22	213225330001	H171742	Sealed	Not Available	Carlson, Cindy M.	7961 150th La Nw	Ramsey	152	1/17/2001	Not Available	WEL	Not Attempted
23	Not Available	H224089	Sealed	Not Available	Cazett, Jim	15052 Limonite St Nw	Ramsey	114	12/15/2004	Not Available	WEL	Not Attempted
24	Not Available	H139245	Sealed	Not Available	Chapman, Darell	5343 Industry Av	Ramsey	50	10/1/1998	Not Available	WEL	Not Attempted
25	Not Available	H193653	Sealed	Not Available	Cheney, Bill	15040 Kamacite St	Ramsey	63	4/18/2002	Not Available	WEL	Not Attempted
26	213225340026	H93615	Sealed	Not Available	De Rung, Neil	7730 149th La Nw	Ramsey	57	7/1/1987	Not Available	WEL	Not Attempted
27	Not Available	H206289	Sealed	Not Available	Delta Environmental Consultants Inc.	County Road 116 (& Ramsey Bl)	Ramsey	15	7/7/2003	Not Available	WEL	Not Attempted
28	253225440012	H139949	Sealed	Not Available	Deluca, Mike	14504 St. Francis Bl Nw	Ramsey	24	6/17/1998	Not Available	WEL	Not Attempted
29	283225430007	578977	Sealed	Public Supply/Non-Comm.-Transient	Diamonds On Ten	7550 10 Hy Nw	Ramsey	155	08/04/1998	QBAA	WEL	Not Attempted
30	363225120023	H289702	Sealed	Not Available	Eagen Oil	500 Bunker Lake Bl	Anoka	32	6/15/2010	Not Available	WEL	Not Attempted
31	363225120023	H289703	Sealed	Not Available	Eagen Oil	740 Bunker Lake Bl	Anoka	32	6/16/2010	Not Available	WEL	Not Attempted
32	Not Available	H44132	Sealed	Not Available	Eberlein, Steve	7900 150th La Nw	Ramsey	56	1/29/1994	Not Available	WEL	Not Attempted
33	363225210009	H287500	Sealed	Not Available	Egan, Bill	740 Bunker Lake Bl Nw	Anoka	12	4/28/2010	Not Available	WEL	Not Attempted
34	363225210009	H287496	Sealed	Not Available	Egan, Bill	500 Bunker Lake Bl Nw	Anoka	16	4/29/2010	Not Available	WEL	Not Attempted
35	213225340002	H114219	Sealed	Not Available	Elhardt, Mark	7751 150th La Nw	Ramsey	70	7/3/1997	Not Available	WEL	Not Attempted
36	223225330030	H265829	Sealed	Not Available	Ericson, Rick	6950 149th La Nw	Ramsey	55	8/1/2008	Not Available	WEL	Not Attempted
37	Not Available	H278639	Sealed	Not Available	Ez Auto	7751 Hwy 10 Nw	Ramsey	24	7/7/2009	Not Available	WEL	Not Attempted
38	213225320008	H32369	Sealed	Not Available	Falls, Tom	7920 152nd La	Ramsey	64	8/19/1993	Not Available	WEL	Not Attempted
39	Not Available	H16328	Sealed	Not Available	Fiore, Ed	7861 151st La Nw	Ramsey	45	11/8/1991	Not Available	WEL	Not Attempted
40	Not Available	H16329	Sealed	Not Available	Fiore, Ed	7861 151st La Nw	Ramsey	63	11/8/1991	Not Available	WEL	Not Attempted
41	Not Available	H113162	Sealed	Not Available	Fleming Companies	14001 St. Francis Bl	Ramsey	16	2/14/1997	Not Available	WEL	Not Attempted
42	293225140008	H109798	Sealed	Not Available	Fluor Daniel Telecom	147th (& Ferrett St Sw) Av	Ramsey	21	7/31/1996	Not Available	WEL	Not Attempted
43	213225330024	H179810	Sealed	Not Available	Frederick, Frank	7841 150th La Nw	Ramsey	220	11/1/2002	Not Available	WEL	Not Attempted
44	Not Available	H109612	Sealed	Not Available	Gilbertson, Dewitt/betty	15140 Chameleon St Nw	Ramsey	18	9/26/1996	Not Available	WEL	Not Attempted
45	Not Available	H213326	Sealed	Not Available	Hagen, Scott	8110 Hwy 10 Nw	Ramsey	16	8/14/2003	Not Available	WEL	Not Attempted
46	Not Available	H218027	Sealed	Not Available	Hagen, Scott	8110 Hwy 10	Ramsey	25	12/24/2003	Not Available	WEL	Not Attempted
47	293225140010	587802	Sealed	Industrial	Hauan, Dave	8014 146th Av Nw	Ramsey	120	08/21/1996	CTCG	WEL	Not Attempted
48	Not Available	H153898	Sealed	Not Available	Havisto, Al	15151 Iguana St Nw	Ramsey	64	6/14/1999	Not Available	WEL	Not Attempted
49	Not Available	H266214	Sealed	Not Available	Hills, Douglas	7443 Hwy 10 N	Ramsey	30	11/26/2007	Not Available	WEL	Not Attempted
50	Not Available	H266213	Sealed	Not Available	Hills, Douglas	7443 Hwy 10 N	Ramsey	27	11/26/2007	Not Available	WEL	Not Attempted
51	Not Available	H266244	Sealed	Not Available	Hills, Douglas	7443 Hwy 10 N	Ramsey	25	2/7/2008	Not Available	WEL	Not Attempted
52	Not Available	H23816	Sealed	Not Available	Hud Lawrence Moorhouse	15041 Bison St Nw	Ramsey	58	6/11/1992	Not Available	WEL	Not Attempted

Table C-2-1

Sealed Wells in the DWSMAs
City of Ramsey Part 2 WHPP Amendment

PCSI ID	PID No.	Unique No.	Status	Use	Well Name	Well Location	City	Total Sealed Depth (Feet)	Date Completed/Sealed	Aquifer	PCS Code	Location Verified
53	363225120023	H177370	Sealed	Not Available	Johnson, Wayne C.	Hwy 47 (& 116 Cr)	Anoka	158	4/17/2001	Not Available	WEL	Not Attempted
54	213225320002	H151351	Sealed	Not Available	Kerns, Paula	7941 152nd La Nw	Ramsey	56	2/15/1999	Not Available	WEL	Not Attempted
55	Not Available	H38658	Sealed	Not Available	Kissel, John/michell	14980 Peridot St Nw	Ramsey	53	7/12/1993	Not Available	WEL	Not Attempted
56	363225120023	H32389	Sealed	Not Available	Klein, Nellie	402 Industry Av	Ramsey	21	6/24/1993	Not Available	WEL	Not Attempted
57	Not Available	H175785	Sealed	Not Available	Kruger, Lonnie	15210 Kangaroo St	Ramsey	30	10/10/2001	Not Available	WEL	Not Attempted
58	253225440012	H23327	Sealed	Not Available	Lee, David	142nd Av Nw	Ramsey	216	8/14/1992	Not Available	WEL	Not Attempted
59	Not Available	H93618	Sealed	Not Available	Lund, Gary	14920 Bison St	Ramsey	61	10/28/1988	Not Available	WEL	Not Attempted
60	283225110191	H133344	Sealed	Not Available	Menkveld Companies	149th (& Ramsey Bl) Av Nw	Ramsey	23	2/12/1998	Not Available	WEL	Not Attempted
61	Not Available	H258646	Sealed	Not Available	Mn Dot	7443 Hwy 10	Ramsey	20	6/28/2007	Not Available	WEL	Not Attempted
62	Not Available	H217030	Sealed	Not Available	Morrisette, Rollin	7500 151st Av Nw	Ramsey	145	6/3/2004	Not Available	WEL	Not Attempted
63	Not Available	H140071	Sealed	Not Available	Nault, David	14940 Bison St Nw	Ramsey	62	10/19/1998	Not Available	WEL	Not Attempted
64	Not Available	H203369	Sealed	Not Available	Newberger, Michael	14940 Chameleon St Nw	Ramsey	68	12/18/2002	Not Available	WEL	Not Attempted
65	Not Available	H4109	Sealed	Not Available	Noon's Rv Center	7405 Hwy 10 Nw	Ramsey	16	10/10/1988	Not Available	WEL	Not Attempted
66	Not Available	455267	Sealed	Domestic	Nordvik, Don	8020 147th Av Nw	Ramsey	279	11/23/1988	CTCW	WEL	Not Attempted
67	293225140009	615612	Sealed	Industrial	Nordvik, Don	8024 147th Av Nw	Ramsey	129	11/03/1998	CTCG	WEL	Not Attempted
68	Not Available	H0300166	Sealed	Not Available	Odenbrett, Preston	15040 Willemite St NW	Ramsey	42	6/11/2012	Not Available	WEL	Not Attempted
69	293225140012	171076	Sealed	Not Available	Ouellette, Tony	14550 Armstrong Bl	Ramsey	275	6/20/2001	Not Available	WEL	Not Attempted
70	Not Available	580349	Sealed	Public Supply/Non-Comm.-Transient	Ouellette, Tony & Jean	14590 Armstrong Bl Nw	Ramsey	50	02/14/2000	QBAA	WEL	Not Attempted
71	Not Available	H14369	Sealed	Not Available	Pahl, Martin	14921 Bison St Nw	Ramsey	56	9/13/1991	Not Available	WEL	Not Attempted
72	223225330024	H267426	Sealed	Not Available	Peltzer, Arnold	15035 Ramsey Bl	Ramsey	76	9/15/2008	Not Available	WEL	Not Attempted
73	213225330009	H253374	Sealed	Not Available	Powers, Herb	7910 149th La Nw	Ramsey	56	12/11/2006	Not Available	WEL	Not Attempted
74	293225110011	H279849	Sealed	Not Available	Premier Real Estate	8440 155th La	Ramsey	21	6/26/2009	Not Available	WEL	Not Attempted
75	293225110011	H281604	Sealed	Not Available	Premium Real Estate	8440 155th La Nw	Ramsey	21	6/26/2009	Not Available	WEL	Not Attempted
76	293225110011	H281605	Sealed	Not Available	Premium Real Estate	8440 155th La Nw	Ramsey	21	6/26/2009	Not Available	WEL	Not Attempted
77	Not Available	580302	Sealed	Not Available	Ramsey, City Of	7301 Industry Av Nw	Ramsey	365	11/25/2003	Not Available	WEL	Not Attempted
78	Not Available	593666	Sealed	Not Available	Ramsey, City Of	County Road 116 (7500 Block)	Ramsey	265	12/6/2000	Not Available	WEL	Not Attempted
79	283225240016	621372	Sealed	Not Available	Ramsey, City Of	Rhinestone Av	Ramsey	3	5/25/2005	Not Available	WEL	Not Attempted
80	283225230018	706813	Sealed	Not Available	Ramsey, City Of	Hwy 10 And Armstrong Bl Nw	Ramsey	378	4/19/2006	Not Available	WEL	Not Attempted
81	Not Available	H198749	Sealed	Not Available	Ramsey, City Of	14346 Nowthen Bl	Ramsey	75	10/1/2002	Not Available	WEL	Not Attempted
82	Not Available	H222521	Sealed	Not Available	Ramsey, City Of	14550 Ramsey Bl Nw	Ramsey	60	5/13/2004	Not Available	WEL	Not Attempted
83	283225310005	469000	Sealed	Not Available	Ramsey, City Of	7665 10 Hy	Ramsey	167	10/19/2010	Not Available	WEL	Not Attempted
84	283225130075	H0291202	Sealed	Not Available	Ramsey, City Of	Ramsey	Ramsey	30	1/5/2012	Not Available	WEL	Not Attempted
85	283225230016	H0297202	Sealed	Not Available	Ramsey, City Of	Not Available	Ramsey	30	1/15/2012	Not Available	WEL	Not Attempted
86	283225119901	H0292800	Sealed	Not Available	Ramsey, City Of	14650 Ramsey Bl	Ramsey	170	6/28/2011	Not Available	WEL	Not Attempted
87	283225130007	768958	Sealed	Not Available	Ramsey, City Of	E Ramsey Pk	Ramsey	38	7/26/2010	Not Available	WEL	Not Attempted
88	283225130007	H286770	Sealed	Not Available	Ramsey, City Of	7401 E Ramsey Pk	Ramsey	35	6/14/2010	Not Available	WEL	Not Attempted
89	Not Available	H247689	Sealed	Not Available	Renner, Raymond	7065 148th La Nw	Ramsey	24	7/26/2006	Not Available	WEL	Not Attempted
90	Not Available	H248892	Sealed	Not Available	Rosenberg, Cathy	15042 Limonite St Nw	Ramsey	76	8/14/2008	Not Available	WEL	Not Attempted
91	Not Available	H224070	Sealed	Not Available	Schmitz, Paul	14950 Kamacite St	Ramsey	63	11/1/2004	Not Available	WEL	Not Attempted
92	203225420033	H21864	Sealed	Not Available	Schroedl, Laurie	15211 Iguana St Nw	Ramsey	227	7/3/1992	Not Available	WEL	Not Attempted
93	Not Available	H145246	Sealed	Not Available	Schwagerl, Tom	15150 Iguana St	Ramsey	67	6/24/1999	Not Available	WEL	Not Attempted
94	213225320012	H263295	Sealed	Not Available	Scott, Kyle	7841 151st La	Ramsey	61	10/30/2008	Not Available	WEL	Not Attempted
95	Not Available	H171703	Sealed	Not Available	Shefveland, Jim	7600 150th La Nw	Ramsey	49	8/22/2000	Not Available	WEL	Not Attempted
96	Not Available	H169447	Sealed	Not Available	Snyder, Harlan	15210 Jackal St Nw	Ramsey	64	6/28/2000	Not Available	WEL	Not Attempted
97	Not Available	H59290	Sealed	Not Available	Tom Thumb Food Market, Inc.	14911 Ramsey Bl Nw	Ramsey	152	6/6/1995	Not Available	WEL	Not Attempted
98	Not Available	H278090	Sealed	Not Available	Ustimchuk, Leon	15001 Zeolite St Nw	Ramsey	65	6/18/2009	Not Available	WEL	Not Attempted
99	213225330012	H241521	Sealed	Not Available	Vincent, Ed	7810 149th La Nw	Ramsey	51	9/27/2006	Not Available	WEL	Not Attempted
100	Not Available	H265347	Sealed	Not Available	Wochnick, Richard	14941 Chameleon St Nw	Ramsey	59	10/18/2007	Not Available	WEL	Not Attempted
101	213225330004	H16327	Sealed	Not Available	Wolfbauer, Frank	7921 150th La Nw	Ramsey	61	11/8/1991	Not Available	WEL	Not Attempted
102	Not Available	H278110	Sealed	Not Available	Wright, Mike	14921 Chameleon St Nw	Ramsey	150	7/22/2009	Not Available	WEL	Not Attempted

Sealed Well

Ramsey DWSMA

Municipal Boundary

Aquifer Vulnerability

Moderate

2 - Sealed Well Location PCSI ID (PCSI ID refers to Table X Sealed Wells in the DWSMAs)

0 1,000 2,000

Feet

SEALED WELLS
IN THE DWMSAs
Part 2 WHPP Amendment
City of Ramsey
Anoka County, MN

FIGURE C-2-1

Ramsey

Andover

Anoka

Dayton

Champlin

BARR

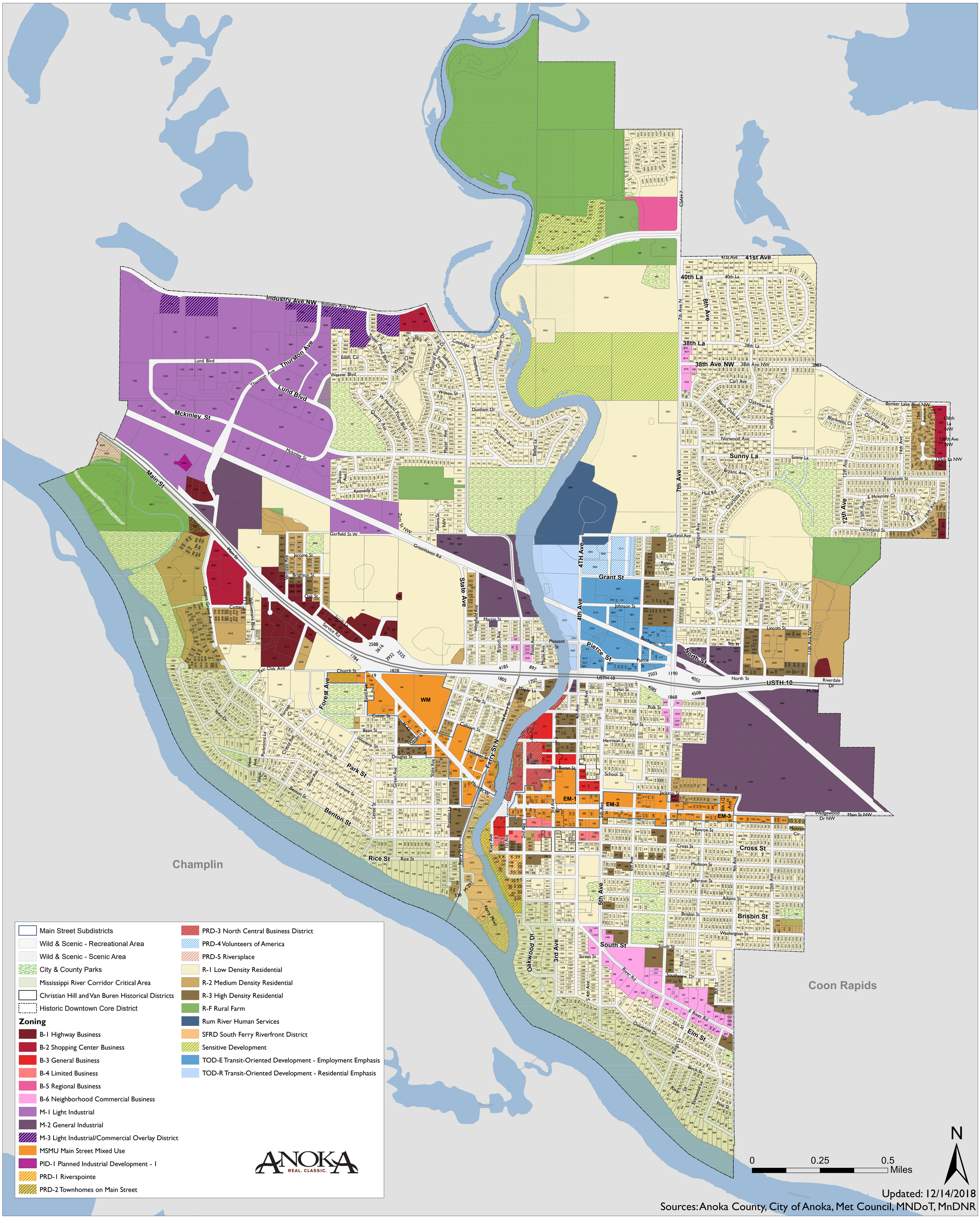
Barr Footer: ArcGIS 10.6.1, 2019-07-03 11:35 File: I:\Projects\23\02\1081\Maps\Reports\WHPPII_2019\Fig C-2-1 Sealed Wells in the DWSMAs.mxd User: JCG

Attachment C-3

Other Maps

DRAFT

City of Anoka Zoning Map (Official)



Appendix D

Water Quality Information

Ramsey

2018 DRINKING WATER REPORT

Making Safe Drinking Water

Your drinking water comes from a groundwater source: eight wells ranging from 316 to 390 feet deep, that draw water from the Tunnel City Group and Tunnel City-Wonewoc aquifers.

Ramsey works hard to provide you with safe and reliable drinking water that meets federal and state water quality requirements. The purpose of this report is to provide you with information on your drinking water and how to protect our precious water resources.

Contact [Insert owner/operator/designee name], [Insert title], at [Insert phone number and email] if you have questions about Ramsey's drinking water. You can also ask for information about how you can take part in decisions that may affect water quality.

The U.S. Environmental Protection Agency sets safe drinking water standards. These standards limit the amounts of specific contaminants allowed in drinking water. This ensures that tap water is safe to drink for most people. The U.S. Food and Drug Administration regulates the amount of certain contaminants in bottled water. Bottled water must provide the same public health protection as public tap water.

Drinking water, including bottled water, may reasonably be expected to contain at least small amounts of some contaminants. The presence of contaminants does not necessarily indicate that water poses a health risk. More information about contaminants and potential health effects can be obtained by calling the Environmental Protection Agency's Safe Drinking Water Hotline at 1-800-426-4791.

Ramsey Monitoring Results

This report contains our monitoring results from January 1 to December 31, 2018.

We work with the Minnesota Department of Health to test drinking water for more than 100 contaminants. It is not unusual to detect contaminants in small amounts. No water supply is ever completely free of contaminants. Drinking water standards protect Minnesotans from substances that may be harmful to their health.

Learn more by visiting the Minnesota Department of Health's webpage Basics of Monitoring and Testing of Drinking Water in Minnesota (https://www.health.state.mn.us/communities/environment/water/factsheet/sampling.html).

How to Read the Water Quality Data Tables

The tables below show the contaminants we found last year or the most recent time we sampled for that contaminant. They also show the levels of those contaminants and the Environmental Protection Agency's limits. Substances that we tested for but did not find are not included in the tables.

We sample for some contaminants less than once a year because their levels in water are not expected to change from year to year. If we found any of these contaminants the last time we sampled for them, we included them in the tables below with the detection date.

We may have done additional monitoring for contaminants that are not included in the Safe Drinking Water Act. To request a copy of these results, call the Minnesota Department of Health at 651-201-4700 or 1-800-818-9318 between 8:00 a.m. and 4:30 p.m., Monday through Friday.

Definitions

- **AL (Action Level)**: The concentration of a contaminant which, if exceeded, triggers treatment or other requirements which a water system must follow.
- **EPA:** Environmental Protection Agency
- **MCL (Maximum contaminant level)**: The highest level of a contaminant that is allowed in drinking water. MCLs are set as close to the MCLGs as feasible using the best available treatment technology.
- **MCLG (Maximum contaminant level goal)**: The level of a contaminant in drinking water below which there is no known or expected risk to health. MCLGs allow for a margin of safety.
- **Level 1 Assessment**: A Level 1 assessment is a study of the water system to identify potential problems and determine (if possible) why total coliform bacteria have been found in our water system.
- **Level 2 Assessment**: A Level 2 assessment is a very detailed study of the water system to identify potential problems and determine (if possible) why an E. coli MCL violation has occurred and/or why total coliform bacteria have been found in our water system on multiple occasions.
- **MRDL (Maximum residual disinfectant level):** The highest level of a disinfectant allowed in drinking water. There is convincing evidence that addition of a disinfectant is necessary for control of microbial contaminants.
- **MRDLG (Maximum residual disinfectant level goal)**: The level of a drinking water disinfectant below which there is no known or expected risk to health. MRDLGs do not reflect the benefits of the use of disinfectants to control microbial contaminants.
- **NA (Not applicable)**: Does not apply.
- **NTU (Nephelometric Turbidity Units)**: A measure of the cloudiness of the water (turbidity).
- **pCi/l (picocuries per liter)**: A measure of radioactivity.
- **ppb (parts per billion)**: One part per billion in water is like one drop in one billion drops of water, or about one drop in a swimming pool. ppb is the same as micrograms per liter (µg/l).
- **ppm (parts per million)**: One part per million is like one drop in one million drops of water, or about one cup in a swimming pool. ppm is the same as milligrams per liter (mg/l).
- **PWSID**: Public water system identification.
- **TT (Treatment Technique):** A required process intended to reduce the level of a contaminant in drinking water.
- **Variances and Exemptions**: State or EPA permission not to meet an MCL or a treatment technique under certain conditions.

Monitoring Results – Regulated Substances

LEAD AND COPPER – Tested at customer taps.

Contaminant (Date, if sampled in previous year)	EPA's Action Level	EPA's Ideal Goal (MCLG)	90% of Results Were Less Than	Number of Homes with High Levels	Violation	Typical Sources
Copper (06/21/17)	90% of homes less than 1.3 ppm	0 ppm	0.82 ppm	0 out of 30	NO	Corrosion of household plumbing.
Lead (06/21/17)	90% of homes less than 15 ppb	0 ppb	1.9 ppb	1 out of 30	NO	Corrosion of household plumbing.

BACTERIA – Tested in the distribution system.

Contaminant	EPA's Limit (MCL)	EPA's Ideal Goal (MCLG)	Number of Test Results with E. coli	Number of Treatment Technique Exceedances	Violation	Typical Sources
E. coli	One positive sample	0	1	0	NO	Human and animal fecal waste.

INORGANIC & ORGANIC CONTAMINANTS – Tested in drinking water.						
Contaminant (Date, if sampled in previous year)	**EPA's Limit** (MCL)	**EPA's Ideal Goal** (MCLG)	**Highest Average or Highest Single Test Result**	**Range of Detected Test Results**	**Violation**	**Typical Sources**
Barium	2 ppm	2 ppm	0.11 ppm	0.0694 - 0.1110 ppm	NO	Discharge of drilling wastes; Discharge from metal refineries; Erosion of natural deposit.
Arsenic	10.4 ppb	0 ppb	1.65 ppb	1.32 - 1.65 ppb	NO	Erosion of natural deposits; Runoff from orchards; Runoff from glass and electronics production wastes.
2,4-D	70 ppb	70 ppb	0.03 ppb	0.00 - 0.12 ppb	NO	Runoff from herbicide used on row crops.
Combined Radium	5.4 pCi/l	0 pCi/l	2.2 pCi/l	N/A	NO	Erosion of natural deposits.

CONTAMINANTS RELATED TO DISINFECTION – Tested in drinking water.

Substance (Date, if sampled in previous year)	**EPA's Limit** (MCL or MRDL)	**EPA's Ideal Goal** (MCLG or MRDLG)	**Highest Average or Highest Single Test Result**	**Range of Detected Test Results**	**Violation**	**Typical Sources**
Total Trihalomethanes (TTHMs)	80 ppb	N/A	1.9 ppb	1.40 - 1.90 ppb	NO	By-product of drinking water disinfection.
Total Haloacetic Acids (HAA)	60 ppb	N/A	2.05 ppb	0.48 – 1.48 ppb	NO	By-product of drinking water disinfection.
Total Chlorine	4.0 ppm	4.0 ppm	1.06 ppm	0.48 - 1.48 ppm	NO	Water additive used to control microbes.

Total HAA refers to HAA5

OTHER SUBSTANCES – Tested in drinking water.

Substance (Date, if sampled in previous year)	**EPA's Limit** (MCL)	**EPA's Ideal Goal** (MCLG)	**Highest Average or Highest Single Test Result**	**Range of Detected Test Results**	**Violation**	**Typical Sources**
Fluoride	4.0 ppm	4.0 ppm	0.73 ppm	0.61 - 0.83 ppm	NO	Erosion of natural deposits; Water additive to promote strong teeth.

Potential Health Effects and Corrective Actions (If Applicable)

E. coli: E. coli are bacteria whose presence indicates that the water may be contaminated with human or animal wastes. Human pathogens in these wastes can cause short-term effects, such as diarrhea, cramps, nausea, headaches, or other symptoms. They may pose a greater health risk for infants, young children, the elderly, and people with severely-compromised immune systems.

Lead: Infants and children who drink water containing lead in excess of the action level could experience delays in their physical or mental development. Children could show slight deficits in attention span and learning abilities. Adults who drink this water over many years could develop kidney problems or high blood pressure.

Total coliform bacteria: Coliforms are bacteria that are naturally present in the environment and are used as an indicator that other, potentially harmful, waterborne pathogens may be present or that a potential pathway exists through which contamination may enter the drinking water distribution system. We found coliforms indicating the need to look for potential problems in water treatment or distribution. When this occurs, we are required to conduct assessment(s) to identify problems and to correct any problems that were found during these assessments. 1 sample out of 180 samples collected in 2018 tested positive for E-coli, after detection five additional tests were collected and analyzed from the failed site. All additional follow up samples tested negative. Collection or lab procedures were most likely the reason for the positive test result.

Monitoring Results – Unregulated Substances

In addition to testing drinking water for contaminants regulated under the Safe Drinking Water Act, we sometimes also monitor for contaminants that are not regulated. Unregulated contaminants do not have legal limits for drinking water.

Detection alone of a regulated or unregulated contaminant should not cause concern. The meaning of a detection should be determined considering current health effects information. We are often still learning about the health effects, so this information can change over time.

The following table shows the unregulated contaminants we detected last year, as well as human-health based guidance values for comparison, where available. The comparison values are based only on potential health impacts and do not consider our ability to measure contaminants at very low concentrations or the cost and technology of prevention and/or treatment. They may be set at levels that are costly, challenging, or impossible for water systems to meet (for example, large-scale treatment technology may not exist for a given contaminant).

A person drinking water with a contaminant at or below the comparison value would be at little or no risk for harmful health effects. If the level of a contaminant is above the comparison value, people of a certain age or with special health conditions - like a fetus, infants, children, elderly, and people with impaired immunity – may need to take extra precautions. Because these contaminants are unregulated, EPA and MDH require no particular action based on detection of an unregulated contaminant. We are notifying you of the unregulated contaminants we have detected as a public education opportunity.

- More information is available on MDH's A-Z List of Contaminants in Water (https://www.health.state.mn.us/communities/environment/water/contaminants/index.html) and Fourth Unregulated Contaminant Monitoring Rule (UCMR 4) (https://www.health.state.mn.us/communities/environment/water/com/ucmr4.html).

UNREGULATED CONTAMINANTS – Tested in drinking water.

Contaminant	Comparison Value	Highest Average Result or Highest Single Test Result	Range of Detected Test Results
Manganese	100 ppb	296 ppb	20.70 - 365.00 ppb
Sodium*	20 ppm	10.5 ppm	N/A
Sulfate	500 ppm	14.2 ppm	N/A
Group of 6 Haloacetic Acids (HAA6Br)	N/A	0.37 ppb	0.00 - 0.56 ppb
Group of 9 Haloacetic Acids (HAA9)	N/A	1.49 ppb	0.68 - 2.03 ppb

*Note that home water softening can increase the level of sodium in your water.

Some People Are More Vulnerable to Contaminants in Drinking Water

Some people may be more vulnerable to contaminants in drinking water than the general population. Immuno-compromised persons such as persons with cancer undergoing chemotherapy, persons who have undergone organ transplants, people with HIV/AIDS or other immune system disorders, some elderly, and infants can be particularly at risk from infections. The developing fetus and therefore pregnant women may also be more vulnerable to contaminants in drinking water. These people or their caregivers should seek advice about drinking water from their health care providers. EPA/Centers for Disease Control (CDC) guidelines on appropriate means to lessen the risk of infection by *Cryptosporidium* and other microbial contaminants are available from the Safe Drinking Water Hotline at 1-800-426-4791.

Learn More about Your Drinking Water

Drinking Water Sources

Minnesota's primary drinking water sources are groundwater and surface water. Groundwater is the water found in aquifers beneath the surface of the land. Groundwater supplies 75 percent of Minnesota's drinking water. Surface water is the water in lakes, rivers, and streams above the surface of the land. Surface water supplies 25 percent of Minnesota's drinking water.

Contaminants can get in drinking water sources from the natural environment and from people's daily activities. There are five main types of contaminants in drinking water sources.

- **Microbial contaminants,** such as viruses, bacteria, and parasites. Sources include sewage treatment plants, septic systems, agricultural livestock operations, pets, and wildlife.
- **Inorganic contaminants** include salts and metals from natural sources (e.g. rock and soil), oil and gas production, mining and farming operations, urban stormwater runoff, and wastewater discharges.
- **Pesticides and herbicides** are chemicals used to reduce or kill unwanted plants and pests. Sources include agriculture, urban stormwater runoff, and commercial and residential properties.
- **Organic chemical contaminants** include synthetic and volatile organic compounds. Sources include industrial processes and petroleum production, gas stations, urban stormwater runoff, and septic systems.
- **Radioactive contaminants** such as radium, thorium, and uranium isotopes come from natural sources (e.g. radon gas from soils and rock), mining operations, and oil and gas production.

The Minnesota Department of Health provides information about your drinking water source(s) in a source water assessment, including:

- How Ramsey is protecting your drinking water source(s);
- Nearby threats to your drinking water sources;
- How easily water and pollution can move from the surface of the land into drinking water sources, based on natural geology and the way wells are constructed.

Find your source water assessment at Source Water Assessments (https://www.health.state.mn.us/communities/environment/water/swp/swa) or call 651-201-4700 or 1-800-818-9318 between 8:00 a.m. and 4:30 p.m., Monday through Friday.

Lead in Drinking Water

You may be in contact with lead through paint, water, dust, soil, food, hobbies, or your job. Coming in contact with lead can cause serious health problems for everyone. There is no safe level of lead. Babies, children under six years, and pregnant women are at the highest risk.

Lead is rarely in a drinking water source, but it can get in your drinking water as it passes through lead service lines and your household plumbing system. Ramsey provides high quality drinking water, but it cannot control the plumbing materials used in private buildings.

Read below to learn how you can protect yourself from lead in drinking water.

1. **Let the water run** for 30-60 seconds before using it for drinking or cooking if the water has not been turned on in over six hours. If you have a lead service line, you may need to let the water run longer. A service line is the underground pipe that brings water from the main water pipe under the street to your home.
    - You can find out if you have a lead service line by contacting your public water system, or you can check by following the steps at: https://www.mprnews.org/story/2016/06/24/npr-find-lead-pipes-in-your-home
    - The only way to know if lead has been reduced by letting it run is to check with a test. If letting the water run does not reduce lead, consider other options to reduce your exposure.
2. **Use cold water** for drinking, making food, and making baby formula. Hot water releases more lead from pipes than cold water.
3. **Test your water.** In most cases, letting the water run and using cold water for drinking and cooking should keep lead levels low in your drinking water. If you are still concerned about lead, arrange with a laboratory to test your tap water. Testing your water is important if young children or pregnant women drink your tap water.
    - Contact a Minnesota Department of Health accredited laboratory to get a sample container and instructions on how to submit a sample:
      Environmental Laboratory Accreditation Program
      (https://eldo.web.health.state.mn.us/public/accreditedlabs/labsearch.seam)
      The Minnesota Department of Health can help you understand your test results.
4. **Treat your water** if a test shows your water has high levels of lead after you let the water run.
    - Read about water treatment units:
      Point-of-Use Water Treatment Units for Lead Reduction
      (https://www.health.state.mn.us/communities/environment/water/factsheet/poulead.html)

Learn more:

- Visit Lead in Drinking Water
  (https://www.health.state.mn.us/communities/environment/water/contaminants/lead.html)
- Visit Basic Information about Lead in Drinking Water (http://www.epa.gov/safewater/lead)
- Call the EPA Safe Drinking Water Hotline at 1-800-426-4791.To learn about how to reduce your contact with lead from sources other than your drinking water, visit Lead Poisoning Prevention: Common Sources (https://www.health.state.mn.us/communities/environment/lead/sources.html).

Appendix E

Written Comments from Local Units of Government

NOTE TO REVIEWERS: WRITTEN COMMENTS RECEIVED FROM LGUS, IF ANY, WILL BE ADDED TO THIS APPENDIX FOR THE FINAL DOCUMENT

Appendix F

Wellhead Protection Program Evaluation Template

WHP PLAN AMENDMENT EVALUATION
What have you accomplished?

for

City of Ramsey
PWS ID #1020035
Date

Date of Initial Plan Approval:

Evaluation Completed By:

Copies Presented or Sent To:

☐ Minnesota Department of Health
Attn: Trudi Witkowski
Environmental Health Division
Source Water Protection Unit
P.O. Box 64975
St. Paul, MN 55164-0975
Trudi.witkowski@state.mn.us

☐MDH or MRWA Planner

☐Wellhead Protection File

☐City Council/Governing Body

Note: delete the italicized notes text after completing a draft of this document.

A. Implementation of Wellhead Protection Management Strategies.
(Note: table should include all WHP measures)

WHP Measure	Implemented? Y or N	Comments

B. Additional Financial Resources
(Note: Include a summary of SWP Grants)

Have you taken advantage of local, state, or federal financial resources (such as Well Sealing Grants, SWP Grants, Clean Water Fund Grants or LCCMR funds) to help you implement your wellhead protection plan?

YES ☐ NO ☐

SWP Grants History:

C. Status of Inner Wellhead Management Zone Work (IWMZ Work)
Date of the most recent IWMZ inventory for each well in the public water supply system:

Does the IWMZ need to be updated for the amendment? YES☐ NO☐

D. Sealing Old Municipal Wells

Have you sealed any old municipal public water supply wells? YES ☐ NO ☐

Comments:

E. Water Quality Sampling and Data Collection

Have you or MDH sampled the quality of the groundwater in your DWSMA? YES ☐ NO ☐
Comments:

Have you collected additional data to improve the wellhead protection area delineation or assess vulnerability (e.g. tritium, isotopes, groundwater elevations)? YES☐ NO☐

Comments:

Have you implemented a monitoring plan for water quality developed in cooperation with MDH?

YES☐ NO☐

Comments:

F. Potential Contaminant Source Inventory (PCSI)

Have you maintained or updated your PCSI? YES ☐ NO ☐

Have you identified new PCS in your DWSMA and included them in your PCSI? ☐YES ☐NO

Comments:

G. Using SDWA Monitoring Data

Are there any changes in your SDWA compliance monitoring results? YES ☐ NO ☐

Comments:

H. Contingency Plan

Have you had to implement any part of your Contingency Plan? YES☐ NO☐

Comments:

Appendix G

Water Supply Plan Documentation

Minnesota Department of Natural Resources

Central Region Waters - 1200 Warner Road, St. Paul, MN 55106-6793
Telephone: (651) 259-5845 Fax: (651) 772-7977

December 12, 2008

Brian Olsen, Director of Public Works
City of Ramsey
7550 Sunwood Drive
Ramsey, MN 55303

Subject: CITY OF RAMSEY MUNICIPAL WATER SUPPLY–FINAL APPROVAL

Dear Mr. Olsen:

We are in receipt of your revised Water Supply Plan. This revised Plan contains most of the changes requested in Kate Drewry's July 24, 2008 letter. We appreciate the City's commitment to explore additional conservation measures to reduce per capita and peak demand levels. The Plan also commits the City to additional monitoring at the Lake Itasca well nest and surface level gage, along with the well nest in the primary wellfield. Monitoring data is to be submitted to the DNR on a quarterly basis in an Excel spreadsheet (template to be used for this reporting will be forwarded to you electronically).

With these changes and commitments, I am pleased to advise you that in accordance with Minnesota Statutes, Section 103G.291, Subdivision 3, and on behalf of the Commissioner of Natural Resources, your Plan is hereby approved. **This approval is effective upon the Department's receipt of a completed copy of the attached "Certification of Adoption" form.** Please return the completed and signed form to my office.

The DNR and Metropolitan Council encourage the City to continue strengthening and expanding its conservation programs to reduce demand. In particular, we urge you review the rate structure and water-use metrics annually, and if per capita trends are not declining, consider increasing rates and/or restructuring rate tiers and/or moving to a monthly billing system.

Thank you for your efforts in planning for the future of the City of Ramsey's water supply and for conserving the water resources of the State of Minnesota. If you have any questions or need additional assistance with the City's water planning or appropriation permit, please contact Area Hydrologist Kate Drewry at 651-259-5753.

Your efforts on the Plan and your commitment to water conservation are very much appreciated.

Sincerely,

Dale E. Homuth
Regional Hydrologist

Enclosure

c: Paul Saffert, P.E., Bolton and Menk, Inc
Bart Biernat, Anoka County
Chris Elvrum, Metropolitan Council
Chris Lord, ACD
Laurel Reeves, Water Appropriation Program
Central Office Permits and SWUDS
Kate Drewry, Area Hydrologist

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City of RAMSEY

7550 Sunwood Drive NW • Ramsey, Minnesota 55303
City Hall: 763-427-1410 • Fax: 763-427-5543
www.ci.ramsey.mn.us

April 1, 2009

Mr. Dale Holmuth
Regional Hydrologist
Department of Natural Resources Waters
1200 Warner Road
St. Paul, MN 55106

City of Ramsey Municipal Water supply – Final Plan Approval

Dear Mr. Holmuth,

Please find enclosed an executed copy of the "Certificate of Adoption Water Supply Plan". I am also enclosing a copy of the adopting resolution passed by City Council; on October 28th 2008. Please contact me if any thing further is required in this matter.

Sincerely,

Steven Jankowski
City Engineer

RECEIVED
APR 03 2009
DNR
Waters

CERTIFICATION OF ADOPTION
WATER SUPPLY PLAN

City or Water System Name: City of Ramsey Municipal Water Utility

Name of Person Authorized to Sign
Certification on Behalf of the System: Steven Jankowski

Title: City Engineer

Address: 7550 Sunwood Drive, Ramsey MN 55303

Telephone: 763-433-9826 Fax: 763-433-9898

E-mail: SJankowski@ci.ramsey.mn.us

I certify that the Water Supply Plan approved by the Department of Natural Resources has been adopted by the city council or utility board that has authority over water supply services.

Signed: Date: 4/1/09

Fax (651/772-7977) or mail this certification to: **DNR Waters**
1200 Warner Road
St. Paul, MN 55106

Or, email to: dale.homuth@dnr.state.mn.us

RECEIVED
APR 03 2009
DNR
Waters

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

RESOLUTION #08-10-212A

RESOLUTION ADOPTING THE 2008 COMPREHENSIVE SURFACE WATER MANAGEMENT PLAN; IMPROVEMENT PROJECT #07-24

WHEREAS, the City of Ramsey is in the process of updating their Comprehensive Plan, and;

WHEREAS, a significant component of the Comprehensive Plan is a Surface Water Management Plan (SWMP), and;

WHEREAS, the SWMP has been reviewed by the Lower Rum River Water Management Organization and the Metropolitan Council, and;

WHEREAS, Comments from these reviewing agencies have been incorporated into the final SWMP.

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

1) That the Ramsey City Council hereby adopts the Comprehensive Surface Water Management Plan

2) The SWMP shall be incorporated into the City's Comprehensive Plan and implemented by City staff.

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

Councilmember Elvig
Councilmember Strommen
Councilmember Dehen
Councilmember Jeffrey
Councilmember Look
Councilmember Olson

and the following voted against the same:

none

and the following abstained:

none

and the following were absent:

Mayor Gamec

RECEIVED
APR 03 2009
DNR
Waters

whereupon said Resolution was declared duly passed and adopted by the Ramsey City Council this 28th day of October 2008.

Mayor

ATTEST:

City Clerk

RECEIVED
APR 03 2009
DNR
Waters

Part 2. Emergency Preparedness Procedures

The emergency preparedness procedures outlined in this plan are intended to comply with the contingency plan provisions required by MDH in the WHP and SWP. Water emergencies can occur as a result of vandalism, sabotage, accidental contamination, mechanical problems, power failings, drought, flooding, and other natural disasters. The purpose of emergency planning is to develop emergency response procedures and to identify actions needed to improve emergency preparedness. In the case of a municipality, these procedures should be in support of, and part of, an all-hazard emergency operations plan. Municipalities that already have written procedures dealing with water emergencies should review the following information and update existing procedures to address these water supply protection measures.

A. Federal Emergency Response Plan

Section 1433(b) of the Safe Drinking Water Act, (Public Law 107-188, Title IV- Drinking Water Security and Safety) requires community water suppliers serving over 3,300 people to prepare an Emergency Response Plan.

Do you have a federal emergency response plan? Yes ☒ No ☐

If yes, what was the date it was certified? May 8, 2008

Complete Table 15 by inserting the noted information regarding your completed Federal Emergency Response Plan.

Table 15. Emergency Preparedness Plan contact information

Emergency Response Plan Role	Contact Person	Contact Phone Number	Contact Email
Emergency Response Lead	MATT KOHNER	763 433-9859	MKOHNER@CI.RAMSEY.MN.US
Alternate Emergency Response Lead	JOHN NELSON	763 286-0296	JNELSON@CI.RAMSEY.MN.US

B. Operational Contingency Plan

All utilities should have a written operational contingency plan that describes measures to be taken for water supply mainline breaks and other common system failures as well as routine maintenance.

Do you have a written operational contingency plan? Yes ☒ No ☐

At a minimum, a water supplier should prepare and maintain an emergency contact list of contractors and suppliers.

C. Emergency Response Procedures

Water suppliers must meet the requirements of MN Rules 4720.5280 . Accordingly, the Minnesota Department of Natural Resources (DNR) requires public water suppliers serving more than 1,000 people to submit Emergency and Conservation Plans. Water emergency and

conservation plans that have been approved by the DNR, under provisions of Minnesota Statute 186 and Minnesota Rules, part 6115.0770, will be considered equivalent to an approved WHP contingency plan.

Emergency Telephone List

Prepare and attach a list of emergency contacts, including the MN Duty Officer (1-800-422-0798), as **Appendix 5**. A template is available at www.mndnr.gov/watersupplyplans.
The list should include key utility and community personnel, contacts in adjacent water suppliers, and appropriate local, state and federal emergency contacts. Please be sure to verify and update the contacts on the emergency telephone list and date it. Thereafter, update on a regular basis (once a year is recommended). In the case of a municipality, this information should be contained in a notification and warning standard operating procedure maintained by the Emergency Manager for that community. Responsibilities and services for each contact should be defined.

Current Water Sources and Service Area

Quick access to concise and detailed information on water sources, water treatment, and the distribution system may be needed in an emergency. System operation and maintenance records should be maintained in secured central and back-up locations so that the records are accessible for emergency purposes. A detailed map of the system showing the treatment plants, water sources, storage facilities, supply lines, interconnections, and other information that would be useful in an emergency should also be readily available. It is critical that public water supplier representatives and emergency response personnel communicate about the response procedures and be able to easily obtain this kind of information both in electronic and hard copy formats (in case of a power outage).

Do records and maps exist? Yes ☒ No ☐

Can staff access records and maps from a central secured location in the event of an emergency?

Yes ☒ No ☐

Does the appropriate staff know where the materials are located?

Yes ☒ No ☐

Procedure for Augmenting Water Supplies

Complete Tables 16 – 17 by listing all available sources of water that can be used to augment or replace existing sources in an emergency. Add rows to the tables as needed.
In the case of a municipality, this information should be contained in a notification and warning standard operating procedure maintained by the warning point for that community.
Municipalities are encouraged to execute cooperative agreements for potential emergency

water services and copies should be included in **Appendix 6**. Outstate Communities may consider using nearby high capacity wells (industry, golf course) as emergency water sources. WSP should include information on any physical or chemical problems that may limit interconnections to other sources of water. Approvals from the MDH are required for interconnections or the reuse of water.

Table 16. Interconnections with other water supply systems to supply water in an emergency

Other Water Supply System Owner	Capacity (GPM & MGD)	Note Any Limitations On Use	List of services, equipment, supplies available to respond
CITY OF ANOKA	2000 GPM 2,880,000 MGD	EMERGENCY USE ONLY	MUTUAL AID AGREEMENT MNWARN

GPM – Gallons per minute MGD – million gallons per day

Table 17. Utilizing surface water as an alternative source

Surface Water Source Name	Capacity (GPM)	Capacity (MGD)	Treatment Needs	Note Any Limitations On Use
MISSISSIPPI RIVER	2000	2,880,000	NATIONAL GUARD WOULD NEED TO TREAT THE WATER	

If not covered above, describe additional emergency measures for providing water (obtaining bottled water, or steps to obtain National Guard services, etc.)

The DNR asked us to evaluate a connection to the Elk River System. The Elk River and Ramsey systems are separated by 5 miles of rural development. An emergency interconnection would be a major construction project. Water could be trucked in or purchased from stores.

Allocation and Demand Reduction Procedures

Complete Table 18 by adding information about how decisions will be made to allocate water and reduce demand during an emergency. Provide information for each customer category, including its priority ranking, average day demand, and demand reduction potential for each customer category. Modify the customer categories as needed, and add additional lines if necessary.

Water use categories should be prioritized in a way that is consistent with Minnesota Statutes 103G.261 (#1 is highest priority) as follows:

1. Water use for human needs such as cooking, cleaning, drinking, washing and waste disposal; use for on-farm livestock watering; and use for power production that meets contingency requirements.
2. Water use involving consumption of less than 10,000 gallons per day (usually from private wells or surface water intakes)
3. Water use for agricultural irrigation and processing of agricultural products involving consumption of more than 10,000 gallons per day (usually from private high-capacity wells or surface water intakes)

4. Water use for power production above the use provided for in the contingency plan.
5. All other water use involving consumption of more than 10,000 gallons per day.
6. Nonessential uses – car washes, golf courses, etc.

Water used for human needs at hospitals, nursing homes and similar types of facilities should be designated as a high priority to be maintained in an emergency. Lower priority uses will need to address water used for human needs at other types of facilities such as hotels, office buildings, and manufacturing plants. The volume of water and other types of water uses at these facilities must be carefully considered. After reviewing the data, common sense should dictate local allocation priorities to protect domestic requirements over certain types of economic needs. Water use for lawn sprinkling, vehicle washing, golf courses, and recreation are legislatively considered non-essential.

Table 18. Water use priorities

Customer Category	Allocation Priority	Average Daily Demand (GDP)	Short-Term Emergency Demand Reduction Potential (GPD)
Residential	1	1,542,000	1,370,000
Institutional	2	14,600	10,000
Commercial	3	163,400	15,000
Industrial	4		
Irrigation	5		
Wholesale	N/A		
Non-Essential	6		
TOTAL		1,720,000	1,395,000

GPD – Gallons per Day

Tip: Calculating Emergency Demand Reduction Potential

The emergency demand reduction potential for all uses will typically equal the difference between maximum use (summer demand) and base use (winter demand). In extreme emergency situations, lower priority water uses must be restricted or eliminated to protect priority domestic water requirements. Emergency demand reduction potential should be based on average day demands for customer categories within each priority class. Use the tables in Part 3 on water conservation to help you determine strategies.

Complete Table 19 by selecting the triggers and actions during water supply disruption conditions.

Table 19. Emergency demand reduction conditions, triggers and actions (Select all that may apply and describe)

Emergency Triggers	Short-term Actions	Long-term Actions
☒ Contamination ☒ Loss of production ☒ Infrastructure failure ☒ Executive order by Governor ☐ Other: _____	☒ Supply augmentation through _emergency connections___ ☒ Adopt (if not already) and enforce a critical water deficiency ordinance to penalize lawn watering, vehicle washing, golf course and park irrigation & other nonessential uses. ☒ Water allocation through chart above ☒ Meet with large water users to discuss their contingency plan.	☐ Supply augmentation through __emergency connections and developing new connections__ ☒ Adopt (if not already) and enforce a critical water deficiency ordinance to penalize lawn watering, vehicle washing, golf course and park irrigation & other nonessential uses. ☐ Water allocation through____ ☐ Meet with large water users to discuss their contingency plan.

Notification Procedures

Complete Table 20 by selecting trigger for informing customers regarding conservation requests, water use restrictions, and suspensions; notification frequencies; and partners that may assist in the notification process. Add rows to the table as needed.

Table 20. Plan to inform customers regarding conservation requests, water use restrictions, and suspensions

Notification Trigger(s)	Methods (select all that apply)	Update Frequency	Partners
☒ Short-term demand reduction declared (< 1 year)	☒ Website ☒ Email list serve ☒ Social media (e.g. Twitter, Facebook) ☒ Direct customer mailing, ☒ Press release (TV, radio, newspaper), ☒ Meeting with large water users (> 10% of total city use) ☒ Other: _Place signs in prominent locations and make announcements in schools_____	☐ Daily ☒ Weekly ☐ Monthly ☐ Annually	
☒ Long-term Ongoing demand reduction declared	☒ Website ☒ Email list serve ☒ Social media (e.g. Twitter, Facebook) ☒ Direct customer mailing, ☒ Press release (TV, radio, newspaper), ☒ Meeting with large water users (> 10% of total city use)	☐ Daily ☒ Weekly ☐ Monthly ☐ Annually	

Notification Trigger(s)	Methods (select all that apply)	Update Frequency	Partners
	☐ Other: ___Place signs in prominent locations and make announcements in schools___		
☒ Governor's critical water deficiency declared	☒ Website ☒ Email list serve ☒ Social media (e.g. Twitter, Facebook) ☒ Direct customer mailing, ☒ Press release (TV, radio, newspaper), ☐ Meeting with large water users (> 10% of total city use) ☐ Other: _____	☐ Daily ☒ Weekly ☐ Monthly ☐ Annually	

Enforcement

Prior to a water emergency, municipal water suppliers must adopt regulations that restrict water use and outline the enforcement response plan. The enforcement response plan must outline how conditions will be monitored to know when enforcement actions are triggered, what enforcement tools will be used, who will be responsible for enforcement, and what timelines for corrective actions will be expected.

Affected operations, communications, and enforcement staff must then be trained to rapidly implement those provisions during emergency conditions.

Important Note:

Disregard of critical water deficiency orders, even though total appropriation remains less than permitted, is adequate grounds for immediate modification of a public water supply authority's water use permit (2013 MN Statutes 103G.291)

Does the city have a critical water deficiency restriction/official control in place that includes provisions to restrict water use and enforce the restrictions? (This restriction may be an ordinance, rule, regulation, policy under a council directive, or other official control) Yes ☐ No ☒

If yes, attach the official control document to this WSP as **Appendix 7**.

If no, the municipality must adopt such an official control within 6 months of submitting this WSP and submit it to the DNR as an amendment to this WSP.

Irrespective of whether a critical water deficiency control is in place, does the public water supply utility, city manager, mayor, or emergency manager have standing authority to implement water restrictions? Yes ☒ No ☐

If yes, cite the regulatory authority reference: City Code 58-118 .

If no, who has authority to implement water use restrictions in an emergency?

Ramsey will adopt a Critical Water Deficiency Ordinance within 6 months of approval of this plan.

Appendix 5: Emergency Telephone List

Ramsey Emergency Telephone List

Emergency Response Team	Name	Work Telephone	Alternate Telephone
Emergency Response Lead	Matt Kohner	763 433-9859	
Alternate Emergency Response Lead	Jeff Katers	763 433-9882	
Water Operator	John Nelson	763 286-0296	
Public Works Superintendent	Grant Riemer	763 286-0282	
City Engineer	Bruce Westby	763 433-9825	
City Administrator/ Public Communications	Kurt Ulrich	763 433-9845	

State and Local Emergency Response Contacts	Name	Work Telephone	Alternate Telephone
State Incident Duty Officer	Minnesota Duty Officer	651 649-5451 Metro	800 422-0798 Out State
County Emergency Director	Terry Stoltzman	763 421-4760	
National Guard	Minnesota Duty Officer	651 649-5451 Metro	800 422-0798 Out State
Mayor	Sarah Strommen		
Fire Chief	Matt Kohner	763 433-9859	
Sherriff	Anoka County Sheriff	763 427-1212	
Central Communications	Anoka County Sheriff	763 427-1212	
Ambulance	Allina	763 576-9593	
Hospital	Mercy Medical Center	763 236-7144	
Doctor or Medical Facility	Allina Clinic Ramsey	763 236-0000	

State and Local Agencies	Name	Work Telephone	Alternate Telephone
MDH District Engineer			
MDH	Drinking Water Protection	651 201-4700	
State Testing Laboratory	Minnesota Duty Officer	651 649-5451 Metro	800 422-0798 Out State
MPCA	St. Paul Regional Office	651 296-6300	800 657-3864
DNR Area Hydrologist	Kate Drewry	651 259-5753	
Anoka County Environmental Services	Bart Biernat	763 422-6985	
MNWARN	Minnesota Duty Officer	651 649-5451 Metro	800 422-0798 Out State

Utilities	Name	Work Telephone	Alternate Telephone
Electric Company	Connexus Energy	763 323-2660	763 323-2600
Gas Company	CenterPoint Energy	612 372-5050	612 372-4727
Telephone Company	Century Link	763 712-5020	763 712-5002
Utility Locations	Gopher State One Call	800 252-1166	651 454-0002
County Highway Department	Anoka County	763 862-4201	
State Highway Department	MNDOT	651 296-3000	911

Mutual Aid Agreements	Name	Work Telephone	Alternate Telephone
Neighboring Water System	City of Anoka	763 576-2980	763 576-2860
Emergency Water Connection	City of Anoka	763 573-2980	
Materials	HD Supply	952 937-9666	

Technical/ Contracted Services/ Supplies	Name	Work Telephone	Alternate Telephone
MRWA Technical Services	MN Rural Water Association	800 367-6792	
Well Driller/ Repair	E. H. Renner	763 427-6100	
Electrician	3 Way Electric	612 865-3262	
Water Main Repair	Dave Perkins Contracting	763 427-0109	612 363-6459
Chemical Feed	Hawkins Chemical	612 331-9100	
Meter Repair	City of Ramsey	763 433-9861	
SCADA System	Total Control	763 286-7365	
Valves, Pipes and Fittings	Ferguson Water Works	763 560-5200	
Laboratory	Twin Cities Water Clinic	953 935-3556	

Communications	Name	Work Telephone	Alternate Telephone
Newspaper	Star Tribune	612 673-4000	
	Pioneer Press	651 222-1111	
School Superintendent	David Law	763 506-1001	
Property and Casualty Insurance	League of MN Cities	651 281-1200	

Critical Water Users	Name	Work Telephone	Alternate Telephone
Long Term Care Center	Stoney River Assisted Living	612 615-9936	

Public Works Committee **6. 2.**

Meeting Date: 09/17/2019

By: Bruce Westby, Engineering/Public Works

Title:

Staff Updates on Improvement Projects and Items of Interest

Purpose/Background:

The purpose of this case is to update the Public Works Committee on current and proposed improvement projects within the City, and on other items of interest to the Committee.

City Improvement Projects

- **Bunker Lake Boulevard and Puma Street Improvements (#18-05)**
  - Completing punch list items, final payment fall of 2019
- **The COR Regional Infiltration Basin (#18-09)**
  - Under construction
  - WMO Permit requires completion by September 30, 2019
  - Applied for extension to June 30, 2020
- **2019 Crackseal Improvements (#19-00)**
  - Under construction
  - Final completion by end of September 2019
- **Ford Brook Estates Street Reconstructions (#19-01)**
  - Substantially complete
  - Final payment in 2020
- **Wood Pond Hills and Chestnut Ridge Street Reconstructions (#19-03)**
  - Substantially complete
  - Final payment in 2020
- **RTC 9th Addition Pond Lining Improvements (#19-06)**
  - Construction in late 2019/early 2020 using Stormwater Funds
- **Wetland 114P Outlet Control Improvements (#19-07)**
  - Engineering Staff developing plans
  - Construction in 2020 using Stormwater Funds
- **Germanium Street Drainage Improvements (#19-09)**
  - Engineering Staff developing plans
  - Construction in late 2019/early 2020 using Stormwater Funds
- **Hedgehog Street Drainage Improvements (#19-10)**
  - Engineering Staff developing plans
  - Construction in late 2019/early 2020 using Stormwater Funds

Anoka County Improvement Projects

- **Roundabout at Armstrong Boulevard/CSAH 83 and Alpine Drive**
  - Anoka County received $1.35M in HSIP funds (est. project cost = $1.5M)
  - Local cost share (Anoka County, City of Ramsey) = $150,000
  - City of Ramsey costs set per Anoka County Cost Share Policy
  - Anoka County to begin project design efforts in 2019/2020
  - Construction planned for 2022/2023 pending City and County approvals
- **CSAH 116 & TH 47 Intersection Improvements**
  - Construct additional turn lanes at CSAH 116/Bunker Lake Boulevard and State Highway 47/Saint

Francis Boulevard
- WSB completing final design; work just started
- City Staff stressed importance of communicating proposed improvements to the public and local businesses
- Pedestrian facility connections under discussion

MnDOT Improvement Projects

- **Ferry Street / Trunk Highway 47 Grade Separation @ BNSF Rail Crossing**
  - Preliminary design on hold - MnDOT exploring realignment of Highway 47 to remove S-curve at Anoka County fair grounds
  - TH 47 traffic study underway
  - MnDOT may combine project with Anoka Solution improvements

Items of Interest

- **Northwest Metro Surface Water Supply Feasibility Study**
  - Study is underway; about 30% complete
  - Member cities include Corcoran, Dayton, Ramsey and Rogers
  - MCES is funding 100% using Clean Water Funds
  - Completion in early 2020
- **Signal System at CSAH 5/Nowthen Boulevard and 170th Avenue**
  - Four-way STOP currently
  - Signal system under construction
  - Anticipated to be operational by October
- **New Retainage Law**
  - Update to be provided October 15th

Timeframe:

Staff estimates 5 minutes will be needed for updates and discussion.

Observations/Alternatives:

NA

Funding Source:

NA

Recommendation:

NA

Action:

No formal action required. For Committee review and discussion purposes only.

Attachments

No file(s) attached.

Form Review

Inbox	Reviewed By	Date
Grant Riemer	Grant Riemer	09/12/2019 08:10 AM
Kurt Ulrich	Kurt Ulrich	09/12/2019 03:05 PM
Form Started By: Bruce Westby		Started On: 09/11/2019 10:58 AM
Final Approval Date: 09/12/2019		

Public Works Committee **6. 3.**

Meeting Date: 09/17/2019

By: Bruce Westby, Engineering/Public Works

Title:

Review Future Topics Calendar

Purpose/Background:

Attached is a calendar of future topics for review and discussion by the Public Works Committee. The calendar includes topics drawn from Committee requests received during meetings and/or unresolved topics previously discussed by the Committee. Calendar dates are estimated based on availability of information, staff workload and competing interests and objectives. Dates are therefore subject to change.

Timeframe:

Staff estimates less than 5 minutes will be necessary to review the future topics calendar and address questions.

Observations/Alternatives:

NA

Funding Source:

NA

Recommendation:

NA

Action:

No formal action required. For Committee review and discussion purposes only.

Attachments

PWC Calendar Sept2019

Form Review

Inbox	Reviewed By	Date
Grant Riemer	Grant Riemer	09/12/2019 08:09 AM
Kurt Ulrich	Kurt Ulrich	09/12/2019 03:05 PM
Form Started By: Bruce Westby		Started On: 09/11/2019 10:59 AM
Final Approval Date: 09/12/2019		

Public Works Committee Future Topics Calendar *

Date	Topics for Discussion – Committee Action
February 2020	Sunfish Lake Sedimentation Basin Improvements *(Westby)*
March 2020	Gibbon Street Basement Flooding Funding Options *(Westby)*
Future/TBD	Well Siting Study - Well #9 *(Westby)*
Future/TBD	Sunwood Drive Roundabout Landscaping *(Riemer)*
Date	**Topics for Discussion – Regulatory**
Future/TBD	Sunfish Lake Boulevard Speed Zone Study Results *(Westby)*
Future/TBD	Bunker Lake Boulevard Speed Study Results *(Westby)*
Future/TBD	County Ditch Maintenance / Buffer Law *(Westby)*
Date	**Topics for Discussion – Policy**
Future/TBD	Landscaped Median Maintenance Policy *(Riemer)*
December 2019	Draft Trail Maintenance Policy *(Westby)*
December 2019	Draft Stormwater Pond Maintenance Policy *(Westby)*
Date	**Topics for Discussion – Planning and Budget**
January 2020	Municipal State Aid System (MSAS) Revisions *(Westby)*
October 2019	Review 1996 and 2007 (unadopted) TH 47 Corridor Studies *(Westby)*
Ongoing	Public Works Facility Review/Update *(Riemer)*
Future/TBD	Long-Term Water Supply Plan *(Westby)*
Date	**Topics for Discussion – Staff Updates**
Future/TBD	Water Conservation Opportunities / Incentives *(Westby)*
Future/TBD	Asset Management Program *(Westby)*
Ongoing	NW Metro Area Regional Surface Water Supply Study

* Dates are estimated and are subject to change based on availability of information, staff workload, and competing objectives.

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

CC Regular Session **6. 1.**

Meeting Date: 10/08/2019

By: Bruce Westby, Engineering/Public Works

Information

Title:

Adopt Resolution #19-236 Adopting Assessment Roll Certifying Assessments for Improvement Project #19-01, Ford Brook Estates Street Reconstructions

Purpose/Background:

Purpose:

The purpose of this case is to conduct the required Assessment Hearing and adopt Resolution #19-236 adopting the final assessment roll certifying assessments for Improvement Project #19-01, Ford Brook Estates Street Reconstructions.

Background:

City Improvement Project #19-01, Ford Brook Estates Street Reconstructions, included the reconstruction 180th Lane and Krypton Street in the Ford Brook Estates neighborhood. Maps attached to this case show the general location and scope of the completed improvements.

Original Conditions

Krypton Street and 180th Lane were constructed in 1981 as rural sections with bituminous pavement at a width of 24 feet and measure approximately 860 feet (0.16 miles) in length. Both streets are generally centered within a 66-foot wide right-of-way. Attached is a street segments summary depicting the original conditions including curb type, PASER rating, maintenance history, and pavement section information obtained from ground penetrating radar.

The existing bituminous pavement section ranged between 1.2 and 6.4 inches thick, with a median thickness of 4.3 inches. The existing aggregate base section ranged between 2.4 and 6.8 inches thick, with a median thickness of 4.1 inches. Section thicknesses were obtained using Ground Penetrating Radar (GPR) analysis performed by Braun Intertec in 2017. The original pavement section was built on silty sand and lean clay subgrade materials. Clay subgrade is not good for pavement support, requiring subgrade corrections.

The City annually evaluates and rates the condition of pavement on all City streets using the Pavement Surface Evaluation and Rating (PASER) system. In the summer of 2018, the pavement of the above referenced street segments were rated with PASER ratings of 2 indicating that these streets require complete reconstruction.

The storm sewer system consisted of ditches along both sides of the streets within the right-of-way and drainage and utility easements. Storm runoff was generally carried in ditches to the ditch along TH 47 where it was directed north to Ford Brook.

Municipal utilities (sanitary sewer and watermain) do not serve this neighborhood.

Completed Improvements

The original bituminous pavement and aggregate base sections were removed and hauled off site. Two-feet of unsuitable existing clay subgrade material was also removed and hauled off site. Geotextile fabric was placed on the bottom of the shaped and compacted subgrade, then drain tile was installed along the outer edges of the fabric. Two-feet of compacted select granular borrow (sand) was then placed on top of the fabric and drain tile, and the drain tile was connected to a storm sewer structure allowing for positive drainage of the subgrade at low points. Four-inches of imported aggregate base was then placed and compacted on top of the select granular borrow, followed by 3½-inches of new bituminous pavement. The new pavement section provides a 7-ton pavement design, the City standard for residential streets.

Ditches were graded after the pavement section was complete and the necessary driveway culverts were replaced. The culvert crossing 180th Lane was replaced, and a storm manhole was added to the middle of the culvert crossing so the drain tile could be connected to the storm sewer system. A swale was also graded across the southeast corner of the property north of 180th Lane and west of Truck Highway 47 to prevent runoff from the ditch from traversing across the property, which had no drainage easement.

Construction was substantially complete by mid-July. The proposed improvements are anticipated to have a serviceable life of 60 years, assuming proactive maintenance operations are performed on a regular basis over the life of the improvements.

Public Comment

Staff conducted a public information meeting for this project on Thursday, November 8, 2018, to present the proposed improvements, estimated costs, funding program, and preliminary project schedule to benefiting property owners, and to receive public input on the project. Property owners from 3 of 8 identified benefiting properties attended. None of the owners objected to the project. Most questions pertained to special assessments and the reasoning behind the School Districts request to expand the cul-de-sac.

The residents questioned why the School District asked the City to expand the cul-de-sac now, noting that they observed buses stopping on Highway 47 in other locations. The property owners did not formally object to expanding the cul-de-sac, they just didn't understand why this request was now being made as the residents said they had asked the School District to pick students up and drop them off on the cul-de-sac years ago when there were many more children in the neighborhood, yet their request was denied.

One property owner attended the Public Hearing on November 2018 again questioned why the School District wanted to enlarge the cul-de-sac. Staff has contacted the School District numerous times since and has received the same answer each time. The School District confirms that buses will not be allowed to stop in dedicated turn lanes on Highway 47 and will need to turn onto 180th Lane to pick up and drop off kids starting this fall, and will therefore need the cul-de-sac expanded so buses can turn around.

Per City Council direction, the cul-de-sac was expanded to accommodate the School District's request. Per the City's Special Assessments Policy, costs to expand streets are ineligible for assessments so the costs to expand the cul-de-sac will be paid in full by the City.

Staff met with numerous property owners during construction to coordinate construction of various improvements adjacent to or otherwise affecting the use of their properties.

At the time this case was prepared, two benefiting property owners had inquired about their ability to defer assessments, though neither requested a deferral form, and one of these property owners stated they might submit a letter before or during the public hearing requesting forgiveness of their assessment in exchange for an easement. If this request is made at the hearing, Staff will be prepared to provide more details to Council and to respond as needed. If any formal comments or objections are received after this case is published, Staff will share this new information with Council prior to the Public Hearing.

Notification:

Notice for this Assessment Hearing was published in the City's official newspaper, the Anoka Union Herald, on Friday, September 20, 2019. Assessment Hearing Notices were also mailed to all benefiting property owners as required by Minnesota Statute Chapter 429. A copy of Statute 429 is attached to this case, as is a copy of the Notice mailed to benefiting property owners.

Anoka County requires that assessments be certified to the County Auditor by November 15, 2019 for collection on 2020 taxes. Property owners must therefore prepay their special assessments in full by November 15, 2019 to avoid paying interest.

Observations/Alternatives:

Observations:

Construction of this project is substantially complete. Only punch list work remains, which will be completed next spring or summer. As is standard practice on street reconstruction projects, the City will not issue final payment to the contractor until the following year to allow punch list work to be completed during next year's growing season. Most property owner concerns are related to grading and turf establishment so final payment is withheld until the following summer or fall so such concerns can be addressed.

Staff has received several complaints and concerns from property owners related to the ditch grading, each of which will be addressed in detail next spring. A letter was mailed to property owners recently explaining this so they understand the City will be out on site again next spring to address their concerns before closing the project out.

Alternatives:

Alternative #1 – Adopt Resolution #19-236 adopting the final assessment roll certifying assessments for Improvement Project #19-01, Ford Brook Estates Street Reconstructions.

Alternative #2 – Deny adoption of Resolution #19-236 at this time.

Funding Source:

Project Costs

On May 14, 2019, the City Council accepted bids and awarded a construction contract to Asphalt Surface Technologies (ASTECH) of Saint Cloud, Minnesota, per their low bid of $262,503.25. This bid included $249,901.55 for the base bid, plus $12,601.70 for the alternate bid to expand the cul-de-sac to allow school buses to pick students up in the cul-de-sac instead of on Highway 47.

Street reconstruction project costs include construction costs plus 23% indirect costs for administrative (6%), engineering (15%), finance (1%), and legal (1%) costs. After adding 23% to the contractor's construction bid, the contracted project cost is $322,879.00.

The engineer's project cost estimate based on final plans was $248,137.19 therefore the contracted project cost was $78,833.72, or 30.1 percent, higher than the engineer's estimate of project costs.

When preparing engineer's estimates, Staff uses unit bid prices from recent projects, then adjusts the unit prices for inflation based on the latest available information. The intent is for the engineer's estimate to fall within the middle of bids received, which has been the norm in recent years. However, bids received this year were significantly higher than the engineer's estimates. Bid prices for this project were significantly higher for mobilization ($18,000), bituminous pavement ($12,867), and concrete work ($8,262). Other cities also experienced higher bid prices this year, particularly on bituminous and concrete pay items.

Staff worked with the contractor to calculate final construction costs for this project, which were used to calculate final project costs to determine final assessments.

Final construction costs are $263,341.85 and final project costs are $323,910.48. This means final project costs were 30.54% greater than the engineer's estimate of project costs. Per Council direction from September 10th, staff increased the preliminary assessment amount of $3,919.90 by 30.54% to arrive at final assessments of $5,116.90

per benefiting property. This amount was included in the Assessment Hearing Notice published in the Anoka Union Herald, and was included in the Assessment Hearing Notices mailed to all benefiting property owners.

Funding Sources

Funding sources for this project include a combination of unexpended pavement management program funds, special assessments to benefiting properties, and stormwater utility funds.

Unexpended pavement management program funds

These funds include unspent 2013 budgeted pavement management project funds, plus 5-years of bond premiums and interest earnings.

Special Assessments

The City's Special Assessments Policy (attached) calls for special assessments to pay for up to 25% of eligible street reconstruction improvement costs. Special assessments are calculated using methods resulting in reasonable and equitable distribution of assessments that are uniform upon the same class of properties within the assessable area. The test for determining the validity of a special assessment is whether the improvement for which the assessment was levied has increased the market value of the property against which the assessment was levied in at least the amount of the assessment.

Eight (8) benefiting properties receive special benefit from the improvements and are proposed to be assessed for eligible project costs. Eligible project costs include all costs except those related to subgrade corrections, widening or strengthening of pavement, and public utility improvements. The City is therefore funding 100% of project costs related to the subgrade corrections and expansion of the cul-de-sac per the alternate bid.

The City of Ramsey's Special Assessments Policy identifies three optional methods for calculating assessments; Adjusted Front Footage, Area, and Per Lot. All recent residential street reconstruction projects used the Per Lot method to calculate assessments so Staff again applied the Per Lot method to calculate final assessments for this project.

Over the last four years, special benefit consultation reports have been prepared for each street reconstruction project, and the results of the reports were used to defend final assessment amounts. Special benefit consultation reports were not prepared this year since each report costs around $6,500 and this year's projects are similar enough to other projects that the results from those reports can be directly applied to this project. For this project, the Jarvis Street Reconstruction project report is most applicable, and the range of special benefits identified within that report fell between $7,500 and $8,500.

On November 13, 2018, the City Council adopted a preliminary assessment amount of $3,919.90 per benefiting property. Based on final project costs, final assessments for benefiting parcels would exceed $6,600 using 25-percent of eligible project costs per the Special Assessments Policy. Over the last four years, final assessments have been relatively close to adopted preliminary assessments. Considering the significance of this year's project cost differential, the City Council directed Staff to calculate final assessments by increasing the adopted preliminary assessment amount of $3,919.90 per benefiting property by the percentage difference between final project costs and the engineer's estimate of project costs, which equals $5,116.90. This amount equals 12.64% of total project costs based on eight property assessments.

It is important to note that State Statute 429.091 Subd. 3 states "An election shall be required for bonds if less than 20 percent of the cost of the improvement to the municipality is to be assessed against benefited property." Since the City did not specifically bond for this project and is instead paying for all unassessed costs with funds in its accounts from various sources, the 20% election requirement does not apply. The statutory election requirement concerns projects that are directly funded with bonds sold for those projects. Therefore, since no obligations were issued by the City for this project, the minimum 20% assessment requirement does not apply. The City Attorney has confirmed this is a non-issue.

Recommendation:

Staff recommends Alternative #1.

Action:

Adopt Resolution #19-236 adopting the final assessment roll certifying assessments for Improvement Project #19-01, Ford Brook Estates Street Reconstructions.

Attachments

Resolution 19-236
IP1901 Assessment Map
IP1901 Assessment Roll
IP1901 AH Notice
Assessments Policy
Charter Chapter 8
Statute Chapter 429

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	10/03/2019 04:22 PM
Form Started By: Bruce Westby		Started On: 10/01/2019 04:57 AM
Final Approval Date: 10/03/2019		

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

RESOLUTION #19-236

RESOLUTION ADOPTING ASSESSMENT ROLL CERTIFYING ASSESSMENTS FOR IMPROVEMENT PROJECT #19-01, FORD BROOK ESTATES STREET RECONSTRUCTIONS

WHEREAS, pursuant to Ramsey City Council Resolution #18-175, adopted August 28, 2018, a Feasibility Report was prepared by the City Engineer with reference to proposed improvements to approximately 0.16 miles of streets within the Ford Brook Estates development including 180th Lane from Highway 47/Saint Francis Boulevard to Krypton Street, and Krypton Street from 180th Lane to its termini cul-de-sac, including the reconstruction of streets and other appurtenant work; and

WHEREAS, pursuant to Ramsey City Council Resolution #18-219, adopted October 23, 2018, the Feasibility Report was received and accepted, and a Public Hearing was ordered for November 13, 2018 at 7 p.m., where the City Council will consider the proposed improvements for said streets in accordance with the Feasibility Report; and

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

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

WHEREAS, pursuant to Ramsey City Council Resolution #18-229, adopted November 13, 2018, the City Council conducted a Public Hearing, approved the Feasibility Report, and ordered the City Engineer to prepare plans and specifications for the making of such improvements; and

WHEREAS, pursuant to Ramsey City Council Resolution #19-079, adopted March 26, 2019, the City Council accepted final plans and specifications and authorized advertisements for bids for said improvements; and

WHEREAS, bids were advertised in the Anoka Union Herald and in Finance and Commerce on March 29 and April 5, 2019; and

WHEREAS, bids were received, opened, and tabulated on May 1, 2019, and the following bids were found to comply with the advertisement for bids; and

CONTRACTOR	BASE BID	ALTERNATE BID	TOTAL BID
Asphalt Surface Technologies	$249,901.55	$12,601.70	$262,503.25
Northwest	$299,982.36	$14,632.60	$314,614.96
Engineer's Estimate	*$190,942.75*	*$10,794.80*	*$201,737.55*

WHEREAS, pursuant to Ramsey City Council Resolution #19-113, adopted May 14, 2019, the bid of Asphalt Surface Technologies of Saint Cloud, Minnesota, in the amount of $262,503.25 for the total bid for construction of the base bid improvements plus the alternate bid improvements was accepted and a contract was let for said improvements; and

WHEREAS, pursuant to Ramsey City Council Resolution #19-217, adopted September 10, 2019, an assessment roll was ordered and an assessment hearing was called for October 8, 2019 for said improvements; and

WHEREAS, pursuant to proper notice duly given as required by law, the Council met, heard and passed upon all objections to the proposed assessment for the reconstruction of streets within the Ford Brook Estates residential development including 180th Lane from Highway 47/Saint Francis Boulevard to Krypton Street, and Krypton Street from 180th Lane to its termini cul-de-sac, along with miscellaneous appurtenant improvements.

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

1) Such proposed assessment, a copy of which is attached and incorporated herein, is hereby accepted and constitutes the special assessment against the listed properties. Each listed property is hereby found to be benefited by the proposed improvement in the amount of the assessment levied against it.

2) Such assessment shall be payable in equal annual installments extending over a period of 10 years, and shall bear interest at the rate of 3.90 percent per annum from the date of the adoption of this assessment resolution. To the first installment shall be added interest on the entire assessment from the date of this assessment resolution until December 31, 2020. To each subsequent installment when due shall be added interest for 1 year on all unpaid installments.

3) The owner of any property so assessed may, at any time prior to certification of the assessment to the County Auditor, pay the whole of the assessment on such property, with interest accrued to the date of payment, to the City Finance Office, except that no interest shall be charged if the entire assessment is paid before November 15, 2019. Such payment must be made by November 15 or interest will be charged through December 31 of the succeeding year. In subsequent years, the property owner may at any time pay to the City the balance of the assessment remaining unpaid after the current year, provided such payment is made before November 15.

4) The City Clerk shall transmit a certification of this assessment to the Anoka County Auditor's Office to be extended on the property tax lists of the County. Such assessments shall be collected and paid in the same manner as other municipal taxes.

The motion of 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:

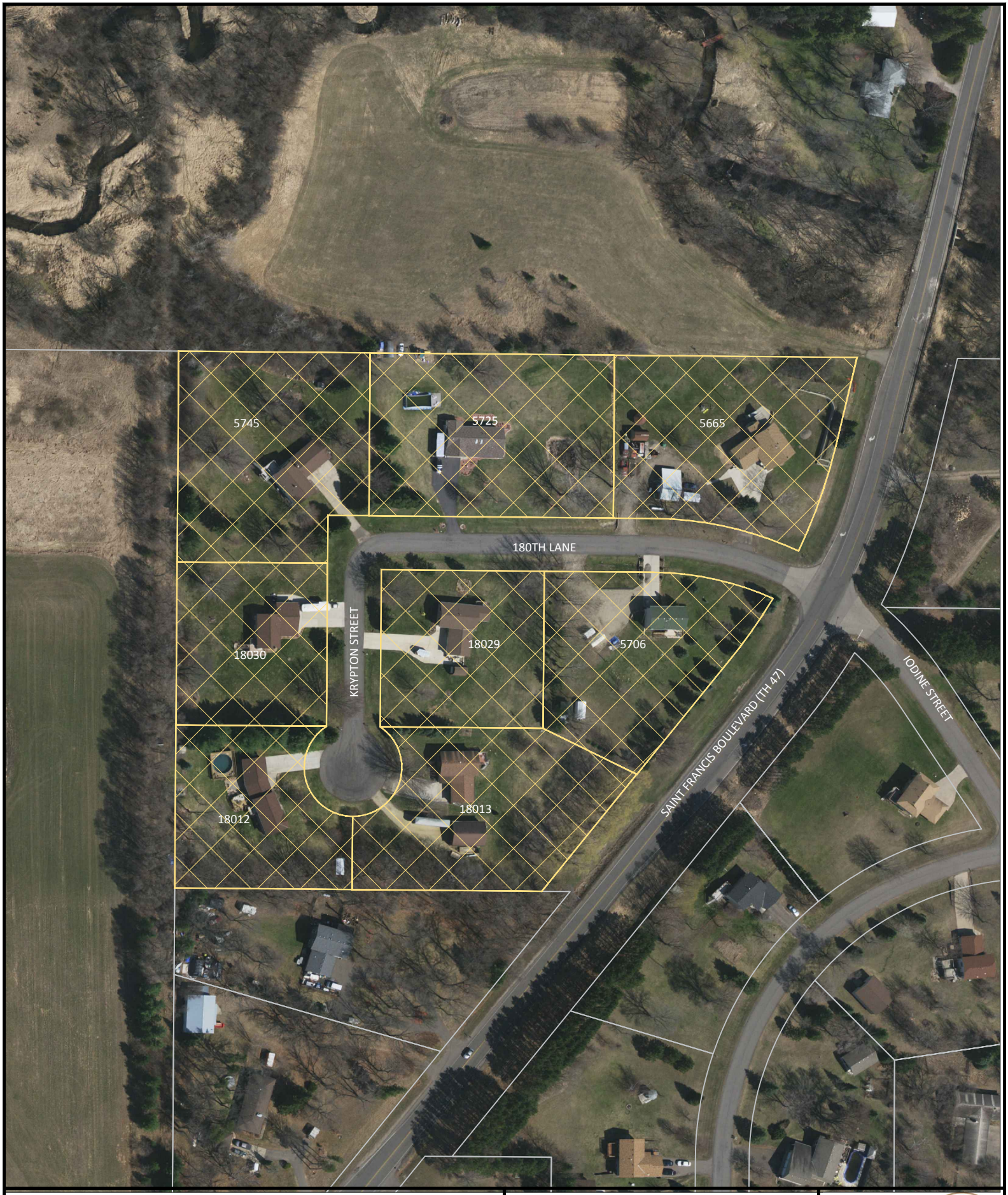
and the following were absent:

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 8th day of October, 2019.

_____
Mayor

ATTEST:

_____
City Clerk



FORD BROOK ESTATES
ASSESSABLE PROPERTIES

0 150 300 450
SCALE (FEET)

N

City of RAMSEY

FINAL ASSESSMENT ROLL - 19-01 FORD BROOK ESTATES STREET RECONSTRUCTIONS							
PID	**Current Property Owner**	**Address 1**	**City**	**State**	**Zip**	**Assessable Units**	**Proposed Assessment**
23225110004	CURRENT PROPERTY OWNER	5665 180TH LN NW	RAMSEY	MN	55303	1	$ 5,116.90
23225110005	CURRENT PROPERTY OWNER	5725 180TH LN NW	RAMSEY	MN	55303	1	$ 5,116.90
23225110006	CURRENT PROPERTY OWNER	5745 180TH LN NW	RAMSEY	MN	55303	1	$ 5,116.90
23225110007	CURRENT PROPERTY OWNER	18030 KRYPTON ST NW	RAMSEY	MN	55303	1	$ 5,116.90
23225110008	CURRENT PROPERTY OWNER	18012 KRYPTON ST NW	RAMSEY	MN	55303	1	$ 5,116.90
23225110009	CURRENT PROPERTY OWNER	18013 KRYPTON ST NW	RAMSEY	MN	55303	1	$ 5,116.90
23225110010	CURRENT PROPERTY OWNER	18029 KRYPTON ST NW	RAMSEY	MN	55303	1	$ 5,116.90
23225110011	CURRENT PROPERTY OWNER	5706 180TH LN NW	RAMSEY	MN	55303	1	$ 5,116.90
					Totals	**8**	**$ 40,935.20**

NOTICE OF PUBLIC HEARING AND ASSESSMENT FOR
CITY IMPROVEMENT PROJECT NO. 19-01
FORD BROOK ESTATES STREET RECONSTRUCTIONS

CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA

TO WHOM IT MAY CONCERN:

Notice is hereby given that the Ramsey City Council will hold a public hearing at 7:00 p.m. on Tuesday, October 8, 2019 in the Council Chambers at the Ramsey Municipal Center, 7550 Sunwood Drive NW, to consider, and possibly adopt, proposed assessments against benefiting properties for Improvement Project #19-01, which generally consists of the reconstruction of 180th Lane from Highway 47/Saint Francis Boulevard to Krypton Street, and Krypton Street from 180th Lane to its termini cul-de-sac.

Adoption by the Council of the proposed assessment may occur at the hearing.

The amount to be specially assessed against your particular lot, piece, or parcel of land (the property identification number is listed on your mailing envelope) is **$5,116.90**. The total estimated cost of the above described project is $ 323,910.48. The total amount of the proposed assessment for this project is estimated to be $ 40,935.20, which equals 12.64 percent of the cost of the improvements, pursuant to Minnesota Statutes Sections 429.011 to 429.111, Chapter 8 of the Ramsey City Charter, and the City of Ramsey Special Assessments Policy.

Such assessment is proposed to be payable in equal annual installments extending over a period of 10 years, and will bear interest at the rate of 3.90 percent per annum from the date of the adoption of the assessment resolution. To the first installment shall be added interest on the entire assessment from the date of the assessment resolution until December 31, 2020. To each subsequent installment when due shall be added interest for 1 year on all unpaid installments.

Prior to certification of the assessment to the county auditor, the owner of any property so assessed may pay the entire assessment on such property, with interest accrued to the date of payment, to the City Finance Office. No interest shall be charged if the entire assessment is paid before November 15, 2019. At any time thereafter, payment may be made to the City Finance Office for the entire amount of the assessment remaining unpaid, with interest accrued to December 31 of the year in which such payment is made. Such payment must be made before November 15 or interest will be charged through December 31 of the succeeding year. The right to partially prepay the assessment is not available.

The proposed assessment roll is on file for public inspection at the City Clerk's office. Written or oral objections will be considered at the hearing. No appeal to District Court may be taken as to the amount of an assessment unless a written objection signed by the affected property owner is filed with the municipal clerk prior to the assessment hearing or presented to the presiding officer at the hearing. The Council may upon such notice consider any objection to the amount of a proposed individual assessment at an adjourned meeting upon such further notice to the affected property owners as it deems advisable.

Assessment deferral for senior citizens and totally disabled persons

Under Minnesota Statute Sections 435.193 to 435.195, and City Code Section 46.4, the Council may, in its discretion, defer the payment of this special assessment for any homestead property owned by persons 65 years of age or older or by persons retired by virtue of a permanent and total disability. When deferment of the special assessment has been granted and is terminated for any other reason provided in that law and City Code Section 46.4, all amounts accumulated plus applicable interest become due. Any assessed property owner meeting the requirement of this law and City Code Section 46.4, may, within 30 days of the confirmation of the assessment, apply to the City Clerk for the prescribed form for such deferral of payment of this special assessment on his/her property.

Right to appeal to District Court

An owner may appeal an assessment to District Court pursuant to Minnesota Statute Section 429.081 by serving notice of the appeal upon the mayor or clerk of the City within 30 days after the adoption of the assessment, and filing such notice with the District Court within 10 days after service upon the mayor or clerk.

Dated: September 19, 2019

Bruce Westby, P.E.
City Engineer

SCHEDULE OF PAYMENT

The special assessment of such improvement to your property is $5,116.90. This cost will be assessed over 10 years at 3.90 percent interest per year. Listed below is a breakdown of the yearly principal and interest costs. Please note the change in the first year's interest cost. The first year's interest covers a period of 450 days from October 8, 2019 to December 31, 2020.

Year	Principal	3.90% Interest	Payment Amount	Pay-off Balance
				$5,116.90
2020	$511.69	$246.03	$757.72	$4,605.21
2021	$511.69	$179.60	$691.29	$4,093.52
2022	$511.69	$159.65	$671.34	$3,581.83
2023	$511.69	$139.69	$651.38	$3,070.14
2024	$511.69	$119.74	$631.43	$2,558.45
2025	$511.69	$99.78	$611.47	$2,046.76
2026	$511.69	$79.82	$591.51	$1,535.07
2027	$511.69	$59.87	$571.56	$1,023.38
2028	$511.69	$39.91	$551.60	$511.69
2029	$511.69	$19.96	$531.65	$0.00
Total	$5,116.90	$1,144.05	$6,260.95	

Please call Bruce Westby, City Engineer, at 763-427-1410 with questions.

REMITTANCE ADVICE

PROJECT # IP 19-01 Ford Brook Estates Street Reconstructions

AMOUNT DUE $ **5,116.90**

In order to pay the above Special Assessment IN FULL before it is certified to the County and included on your property tax statement for 2020, payment for the full amount must be made to the City of Ramsey between October 10 and November 15, 2019.

For your records:

Check #: _____ Amount $_____ Date: _____

PAYMENT OPTIONS

Credit/Debit Card
Access account balance and make payment using the city's online web store, Rams*E*Pay. Enjoy fast and free 24 hour access and acceptance of VISA, MasterCard, Discover Card, and debit cards. Credit cards are also accepted over the phone by calling (763) 427-1410.

U.S. Mail
Payments sent via the U.S. Postal Service are received at our processing center. Please include the bottom portion of this form with your check payment. Mail to:
City of Ramsey
7550 Sunwood Drive NW
Ramsey, MN 55303

Drop Box
A drop box is conveniently located at the Ramsey Municipal Center. The Municipal Center is located at 7550 Sunwood Drive NW and the drop box is located on the south side of the building in the main parking lot. Please include the bottom portion of this form with your check payment.

In-Person
Resident's may bring their payment directly to the Ramsey Municipal Center. The Municipal Center is located at 7550 Sunwood Drive NW. This is the best option if you are paying in cash. A receipt will be given by our cashier.

Please detach and return this portion with your payment.

Payment must be received at the City before November 15, 2019.

City of Ramsey
7550 Sunwood Drive NW
Ramsey MN 55303

Project # IP 19-01 Ford Brook Estates Street Reconstructions

Amount Enclosed $_____

PIN #: _____
(this # can be found on the front of the envelope just above your name)

Property Address: _____

SPECIAL ASSESSMENTS POLICY AND PROCEDURES FOR PUBLIC IMPROVEMENTS AND MAINTENANCE COSTS

SECTION 1. General Policy Statement.
SECTION 2. Improvements and Maintenance Costs Eligible for Special Assessment.
SECTION 3. Initiation of Public Improvement Projects.
SECTION 4. Public Improvement Procedures.
SECTION 5. Financing of Public Improvements.
SECTION 6. General Assessment Policies.
SECTION 7. Methods of Assessment.
SECTION 8. Standards for Public Improvement Projects.
SECTION 9. Policies of Reassessment.
SECTION 10. Assessment Computations.
SECTION 11. Deferment of Assessments.

SECTION 1. GENERAL POLICY STATEMENT.

The purpose of this policy is to establish a fair and equitable manner of assessing the increase in market value (special benefit) associated with public improvements. The procedures used by the City for levying special assessments are those specified by the City Charter and Minnesota Statutes Chapter 429, which provide that all or a part of the cost of improvements may be assessed against benefiting properties.

Three basic criteria must be satisfied before a particular parcel can be assessed. The criteria are as follows:

1. The land must have received special benefit from the improvement.
2. The amount of the assessment must not exceed the special benefit.
3. The assessment must be uniform in relation to the same class of property within the assessment area.

It is important to recognize that the actual cost of extending an improvement past or through a particular parcel is not the controlling factor in determining the amount to be assessed. However, in many cases the method for assigning the value of the benefit received by the improvement, and therefore the amount to be assessed, will focus on calculating the proportionate cost of providing the improvement, provided the cost does not exceed the increase in property market value resulting from the improvement. The entire project shall be considered as a whole for the purpose of calculating and computing an assessment rate. In the event City staff has doubt as to whether the costs of the project may exceed the special benefits to the property, the City Council may obtain such appraisals as may be necessary to support the proposed assessment.

The assessment policy is intended to serve as a guide for a systematic assessment process in the City. There may be exceptions to the policy or unique circumstances or situations that may require special consideration and discretion by City staff and the City Council.

SECTION 2. IMPROVEMENTS AND MAINTENANCE COSTS ELIGIBLE FOR SPECIAL ASSESSMENT.

Subd. 1. Public improvements, and related acquisition, construction, extension, and maintenance of such improvements, authorized by Minnesota Statutes, Sections 429.021 and 459.14, subd. 7, that are eligible for special assessment within the City include the following:

1. Streets, sidewalks, pavement, curbs and gutters, including the beautification thereof.
2. Parking lots.
3. Water works systems and appurtenances, within and without the corporate limits.
4. Sanitary sewer and storm sewer systems including appurtenances, within and without the corporate limits.
5. Street boulevard trees.
6. Street lights, street lighting systems and special lighting systems.
7. Steam heating mains.
8. Parks, playgrounds, and recreational facilities, including the purchase of equipment, within or without the corporate limits.
9. Abatement of nuisances, including but not limited to, draining and filling swamps, marshes, and ponds on public and private property.
10. Dikes and other flood control works.
11. Retaining walls and area walls.
12. A pedestrian skyway system upon a petition pursuant to section 429.031, subdivision 3.
13. Underground pedestrian concourses.
14. Public malls, plazas or courtyards.
15. District heating systems.
16. Fire protection systems in existing buildings upon a petition pursuant to section 429.031, subdivision 3.
17. Highway sound barriers.
18. Gas and electric distribution facilities.

Subd. 2. The City is also authorized by ordinance adopted pursuant to Minnesota Statutes Section 429.101 to recover, through special assessment, certain costs, including the following:

1. Snow, ice, or rubbish removal from sidewalks.
2. Weed elimination from streets or private property.
3. Removal or elimination of public health or safety hazards from private property excluding any structure included under the provisions of Minnesota Statutes, sections 463.15 to 463.26.
4. Installation or repair of water service lines, street sprinkling, sweeping, or other dust treatment of streets.
5. The trimming and care of trees and the removal of unsound trees from any street.
6. The treatment and removal of insect infested or diseased trees on private property.
7. The repair of sidewalks and alleys.
8. The operation of a street lighting system.
9. The operation and maintenance of a fire protection or a pedestrian skyway system.

SECTION 3. INITIATION OF PUBLIC IMPROVEMENT PROJECTS.

Public improvement projects can be initiated in the following ways.

1. Public improvement projects may be initiated by petition of owners of not less than 50% in frontage of the property abutting the proposed improvement in accordance with the provisions of Section 8.4.2 of the City Charter.

2. Public improvements also may be initiated by the City Council when, in its judgment, such action is required and is in accordance with the provisions of Chapter 8 of the City Charter.

3. A resolution ordering any improvements initiated by the Council requires a four-fifths majority vote of all members of the Council. A resolution ordering any improvements petitioned for by owners of not less than 50% of abutting property owners requires a majority vote of all members of the Council. A resolution ordering any improvements initiated by all owners of abutting property, and assessing the entire cost against their property, may be adopted without a public hearing. The Council may consider the request of a Developer to construct the improvements and assess them.

SECTION 4. PUBLIC IMPROVEMENT PROCEDURE.

The following is the general procedure followed by the City Council for all public improvement projects from initiation of such a project through certification of the assessment roll to the County Auditor. Formats for the various reports and resolutions referenced in this section are made a part of the policies and procedures of the City**. Applicable state law and City Charter provisions take precedence over the following general procedure.**

1. Staff reviews the petition or Developer's request for submission to Council.
2. Council accepts or rejects the petition or request. If based upon a petition, the Council adopts a resolution declaring whether the required percentage of property owners signed the petition. If the petition or request is accepted, Council orders the preparation of a feasibility report.
3. Staff prepares the feasibility report. The report shall preliminarily evaluate whether the proposed improvement is necessary, cost-effective, and feasible and whether it should be made as proposed or in conjunction with another project. The report shall include an estimate of the cost of the improvement as proposed. Council may refer the report to the Planning and Zoning Commission.
4. Council accepts or rejects the feasibility report. If accepted, Council orders a public hearing on the improvements.
5. Staff posts and publishes the hearing notice and mails notices to affected property owners as provided in Minn. Stat. § 429.031(a).
6. Council conducts a public hearing.
7. Within six (6) months of the hearing date, but no sooner than sixty (60) days after per City Charter § 8.4.1, Council adopts or rejects a resolution ordering the improvement to be constructed and advertisement of bids. If adopted, staff prepares final plans, advertises for and opens bids as provided in Minn. Stat. § 429.041, prepares a bid tabulation, makes a recommendation to City Council for award, and prepares a proposed assessment roll. Bonds to finance project costs may be issued at any time after the improvements are ordered.

8. Council reviews the proposed assessment roll and orders an assessment hearing.
9. Staff publishes a hearing notice and mails notice of the hearing date and proposed assessments to the affected property owners as provided in Minn. Stat. § 429.061.
10. Council conducts the assessment hearing and adopts, revises, or rejects the resolution determining the amount of the total expense the City will pay, if any, and establishing the assessment roll. If adopted, Council authorizes certification of the assessment to the County Auditor.
11. Council awards contracts based on the bids received.
12. Staff certifies the assessment roll to the County Auditor.
13. Staff supervises construction and prepares payments.

SECTION 5. FINANCING OF PUBLIC IMPROVEMENTS.

The City encourages public improvement projects when the area benefiting and needing such improvements develop. Examples of this policy can be seen through the subdivision regulations, zoning ordinance, and building codes. Developers are required to provide the needed improvements and services before development occurs, thereby avoiding unexpected hardships on the property owners purchasing such property and the general public. However, it is recognized that certain areas of the City have developed without all needed public improvements (e.g. parks, water, sewer, and street improvements) and that methods must be found to provide these improvements without causing undue hardships on the general public or the individual property owners.

Special assessments are generally accepted as a means by which areas can obtain improvements or services; however, the method of financing assessment is a critical factor to both the City and the property owner. Full project costs spread over a very short term can cause an undue hardship on the property owner and, likewise, city costs and systems costs spread over a long period of time can cause an undue hardship on the City.

It is the policy of the City to not defer assessments except in cases where hardship to senior citizens 65 years of age or older, or persons retired by virtue of a permanent and total disability, would result. Also, the City Council may elect to defer assessments on undeveloped land for a specified length of time or until the lands are developed. Terms and conditions of any such deferral will be established in the resolution adopting the assessments.

SECTION 6. GENERAL ASSESSMENT POLICIES APPLICABLE TO ALL TYPES OF IMPROVEMENTS.

The cost of any improvement shall be assessed based upon benefits received. The following general principles shall be used as a basis of the City's assessment policy:

1. **Project Cost.** The "project cost" of an improvement includes the costs of all necessary construction work required to accomplish the improvement (direct costs), plus engineering, legal, administrative, financing and other contingent costs, including acquisition of right-of-way and other property (indirect costs). The finance charges include all costs of financing the project. These costs include, but are not limited to, financial consultant's fees, bond rating agency fee, bond attorney's fees, and capitalized interest. The interest charged to the project shall be included as financing charges.

2. **City Cost.** The "city cost" of an improvement is the amount of the total improvement expense the City will pay as determined by Council resolution. Where the project cost of an improvement is not entirely attributed to the need for service to the area served by the improvement, or where unusual conditions beyond the control of the owners of the property in the area served by the improvement would result in an inequitable distribution of special assessments, or for any other reason determined by the City, the City, through the use of other funds, may pay such "city cost."
3. **Assessable Cost.** The "assessable cost" of an improvement is equal to the "project cost" minus the "city cost."
4. **Interest.** The City will charge interest on special assessments at a rate specified in the resolution approving the assessment roll. If bonds were sold to finance the improvement project, the interest rate shall be equal to the interest rate of the bonds plus 2% (2% above bond rate), rounded to the nearest quarter of a percent. If no bonds were sold, the interest rate shall be set at the U.S. Treasury rate (10-year for 10 year assessment; 15-Year for 15 year assessment) plus 2 percentage points.
5. **Prepayment.** Property owners may pay their assessments in full, interest free, for a period of 30 days after the assessment hearing. After such period interest shall be computed from the date specified in the assessment resolution. The City will transmit a certified duplicate of the assessment roll with each installment, including interest, to the County Auditor, or in lieu of such certification, annually certify to the County Auditor by November 30 in each year, the total amount of installments of and interest on assessments on each parcel that are to become due in the following year.
6. **Extensions.** Where an improvement is designed for service of an area beyond that receiving the initial benefit, the City may pay for increased project costs due to such provisions for future service extensions. The City will levy assessments to cover this cost when a new improvement is installed as an extension of the existing improvement upon identification of such additional amount in the notice of hearing for the extensions or new improvements. As an alternative, the City may assess these costs to the area of future extension immediately based on the value of benefit received.
7. **Project Assistance.** If the City receives financial assistance from the Federal Government, the State of Minnesota, the County, or from any other source to defray a portion of the costs of a given improvement, such aid will be used first to reduce the "city cost" of the improvement. If the financial assistance received is greater than the "city cost," the remainder of the aid will be placed in the Public Improvement Revolving Fund to be applied towards other City projects.
8. **Assessable Property.** Property owned by the City and other political subdivisions including municipal building sites, parks and playgrounds, but not including public streets, alleys, and right-of-way, shall be regarded as being assessable on the same basis as if such property was privately owned. Private right-of-way shall be assessable.
9. **Individual Benefits.** The City may construct improvements specifically designed for or shown to be of benefit solely to one or more properties. The costs for these improvements will be assessed directly to such properties, and not included in the assessments for the remainder of the project. An example would be utility service lines running from the main lines to the property.
10. **Benefit Appraisals.** In the event that City staff has doubt as to whether the proposed assessments exceed the special benefits to the property(ies) in question, the City Council may order benefit appraisals or benefit appraisal consultations as deemed necessary to support the proposed assessments. As a general rule, benefit appraisals or benefit appraisal consultations may be ordered when the proposed assessment exceeds $5,000 for a standard city street

reconstruction project on a residential lot, or $20,000 per acre for commercial or industrial property.

11. **Condemnation Awards.** A property owner may elect to offset special assessments against condemnation awards. In such case, the property owner must execute an agreement (Net Assessment Agreement) with the City.
12. **Subgrade Corrections.** All costs relative to subgrade soil corrections deemed necessary to construct or reconstruct City streets will be considered a "city cost" and will not be assessed.
13. **Rural to Urban Conversion.** All costs relative to converting an existing rural street section to an urban street section by filling roadside drainage ditches and adding curb and gutter and storm sewer will be considered a "city cost" and will not be assessed.
14. **Oversizing.** All costs relative to oversizing an existing City street by increasing the width of the street and/or the load carrying capacity of the pavement section will be considered a "city cost" and will not be assessed.

SECTION 7. METHODS OF ASSESSMENT.

Subd. 1. General Statement. There are three different methods of assessment: adjusted front footage, area, and per lot. The feasibility report will recommend one or a combination of these methods for each project, based upon which method would best reflect the benefit received for the area to be assessed. The City Council will select the preferred method of calculating the assessments along with other applicable assessment criteria.

Subd. 2. Policy Statement. The following methods of assessment, as described and defined below, are hereby established as the preferred methods of assessment in the City.

A. "Adjusted Front Footage" Method of Assessment.

The "adjusted front footage" method of assessment is based on the quotient of the "assessable cost" divided by the total assessable frontage benefiting from the improvement. This method is typically applied to commercial, industrial, and multi-family residential properties. For the purpose of determining the "assessable frontage," all properties, including those owned by governmental entities, shall have their frontages included in such calculation.

The actual physical dimensions of a parcel abutting an improvement (i.e., street, sewer, water, etc.) shall not be construed as the frontage utilized to calculate the assessment for a particular parcel. Rather, an "adjusted front footage" will be determined. The purpose of this method is to equalize assessment calculations for lots of similar size. Individual parcels by their very nature differ considerably in shape and area. The following procedures will apply when calculating adjusted front footage. The selection of the appropriate procedure will be determined by the specified configuration of the parcel. All measurements will be scaled from available plat and section maps and will be rounded down to the nearest foot dimension with any excess fraction deleted.

1. *Rectangular Interior Lots.* The rectangular lot is defined as having no more than 2 feet of difference between the front and rear lot lines. The adjusted front footage is the actual front footage of the lot. For rectangular lots whose frontage is greater than its depth, the "odd shaped lot" method shall be used.

2. *Odd Shaped Lots.* For odd shaped lots such as exist on cul-de-sacs and curved streets where there is more than 2 feet of difference between the front and rear lot lines, and where the lots frontage is greater than its depth, the "odd shaped lot" method of determining the adjusted front footage shall be used. The adjusted front footage shall be computed by dividing the area of the lot by 12,000 square feet to determine the equivalent number of front footage units in the parcel. The number of units multiplied by 65 feet will give the adjusted front footage.

3. *Corner Lot Adjustment.* For street and trail assessments, the short side will be assessed the actual front footage. The long side will be assessed one-half the actual side footage. Sanitary sewer and watermain will only be assessed on the short side of a corner lot.

4. *Zonal Assessment.* When the street along the long side of a corner lot is improved, the cost shall be assessed equally to all lots within ½ block in each direction of the street improved. This method may be selected rather than the "corner lot adjustment".

5. *Double Fronting Lots.* When a lot has frontage on two streets, the lot is subject to assessments for improvements to both streets, consistent with this policy, regardless of the timing of the improvements.

B. "Area" Method of Assessment.

The "area" method of assessment is based on the number of square feet or acres within the boundaries of the appropriate property lines of the parcels benefiting from the project. This method is most often applied to commercial and industrial lots. The assessment rate (i.e., cost per square foot) shall be calculated by dividing the total assessable cost by the total assessable area. On large lots, the City Engineer may determine that only a portion of the lots receives the benefit and may select a lot depth for the calculations equal to the benefit received.

All properties included in the benefited area, including those owned by governmental entities, churches, etc., shall be assessable. The following items may not be included in area calculations: public right-of-ways, and natural waterways, swamps and lakes and other wetlands designated by the Minnesota Department of Natural Resources or the City. The City Engineer will make a recommendation on the boundaries or parameters of the benefited area in the feasibility report.

C. "Per Lot" Method of Assessment.

The "per lot" method of assessment is based on equal assessment of all lots within the benefited area. This method is typically applied to single-family residential lots with similar sizes and configurations. The "assessment per lot" shall be the quotient of the "assessable cost" divided by the total assessable lots or parcels benefiting from the improvement. For the purpose of determining the "lots" or "parcels" all parcels, including those owned by governmental entities, shall be included in such calculations.

SECTION 8. STANDARDS FOR PUBLIC IMPROVEMENT PROJECTS.

The following standards are hereby established by the City to provide a uniform guide for improvements within the City.

A. Surface Improvements

Surface improvements shall normally include all improvements visible on or above the ground within the right-of-way, and include, but are not limited to, trees, lighting, sidewalks, trails, signing, street and accessory improvements such as drainage ponds and facilities, parking lots, parks and playgrounds. Surface improvements shall also normally include aggregate or granular base materials for bituminous and concrete pavements.

Policy Statement. Prior to construction or completion of surface improvements, all utilities and utility service lines (including sanitary sewers, storm sewers, water lines, gas and electric service) shall be installed to all planned service locations such as residences or buildings.

When practicable, no surface improvements to less than both sides of a full block of street shall be approved except as necessary to complete partially completed improvements initiated previously. Concrete or bituminous curbing, or concrete curb and gutter, shall be installed at the same time as street surfacing.

B. Sub-Surface Improvements

Sub-surface improvements shall normally include such items as water distribution, sanitary sewer and storm sewer lines and appurtenant infrastructure, and electric and gas utilities.

Main lines are the publicly owned and maintained lines or facilities such as trunk lines, interceptors, mains, and laterals. Service lines are those privately owned lines or facilities extending from the main line to the property line.

Policy Statement. Sub-surface improvements shall be made to serve current and projected land use. All installations shall conform to applicable standards established by local, state and/or federal agencies of competent jurisdiction. All installations shall also comply, to the maximum extent feasible, with nationally recognized standards such as those of the American Insurance Association.

Service lines from the lateral or trunk utility to the property line of all planned service locations such as residences or buildings on properties whose owner has requested service shall be installed in conjunction with the construction of the mains.

C. Subgrade Improvements

Subgrade improvements shall normally include such items as subgrade corrections (removing layers/pockets of unsuitable soils and replacing them with aggregate base, select granular material, or other more suitable soils) and installation of geotextile fabrics.

Policy Statement. Prior to construction or completion of subgrade improvements, all utilities and utility service lines (including sanitary sewers, storm sewers, water lines, gas and electric service) shall be installed to all planned service locations such as residences or buildings.

SECTION 9. POLICIES OF REASSESSMENT.

The City shall design public improvements to last for a definite period. The life expectancy or service life shall be as stated in the policy statement of this section, or if different, shall be as stated in the resolution ordering improvement and preparation of plans.

Policy Statement

The following are the "life expectancies" or "service lives" of public improvements except as may be otherwise stated in the resolution ordering improvement and preparation of plans.

1. Sidewalks and Trails – 30 years.
2. Street improvements, including surfacing and curb and gutter – 60 years.
3. Ornamental street lighting – 30 years.
4. Water Mains – 60 years.
5. Sanitary Sewers – 60 years.
6. Storm Sewers – 60 years.

SECTION 10. ASSESSMENT COMPUTATIONS.

The following is the typical city assessment for various specified improvements. The City Council reserves the right to vary from the following computations when conditions warrant. All computations are subject to the criteria set forth in Section 1.

A. Street and Curb and Gutter Improvements

1. ***New Construction.*** New streets are assessed 100% to the abutting benefited properties. Street and curb and gutter improvements will normally be assessed by the adjusted front footage method for commercial, industrial and multi-family residential properties, or by the per lot method for single-family residential properties, however other methods including the area method may be utilized if conditions warrant. Cost of construction of streets shall be assessed based on the minimum design of 7-ton axle load in residential areas and 9-ton axle load in commercial and industrial areas. Oversizing costs that are incurred in excess of the above may be paid by: (1) State funds, (2) larger assessment rates to other benefited properties, (3) general obligation funds, or (4) any other method or combination of methods authorized by the City Council.
2. ***Reconstruction and Overlays.*** Street reconstructions and overlays, including the associated removal and replacement of curb and gutter, are assessed 25% to the abutting benefited properties or as otherwise determined by Council ordered benefit appraisals.
3. ***Gravel Streets.*** Upgrading existing gravel streets by adding pavement, curb and gutter, and storm sewer are assessed 50% to the abutting benefited properties or as otherwise determined by Council ordered benefit appraisals.
4. ***Seal Coats.*** Sealcoats are not assessed.
5. ***Alleys.*** Upgrading existing gravel alleys by adding pavement is assessed 50% to all lots abutting on the alley in the block being improved or as otherwise determined by Council ordered benefit appraisals. Reconstructing existing paved alleys is 25% assessed to all lots abutting on the alley or as otherwise determined by Council ordered benefit appraisals.

B. Sidewalks and Trails

1. ***New Construction.*** New sidewalks and trails are not assessed to the abutting property on which the sidewalk is located, but rather are funded 100% by the City. In new subdivisions, the City will require the developer to finance sidewalk and trail improvements rather than assessing the cost.
2. ***Reconstruction.*** Replacement sidewalks are assessed 25% to the abutting property owner and 75% City funded.

C. Storm Sewer Improvements

Storm sewers are assessed on a project-by-project basis. Storm sewers in new subdivisions are considered an assessable improvement on an area basis.

Oversizing costs due to larger mains and larger appurtenances are paid for by a combination of availability charges, user charges and/or trunk area assessment charges. Trunk area storm sewer charges are levied to all unplatted property at the time of platting, to re-plats that have not been charged trunk area charges when the land was originally platted, and to re-plats that have been charged trunk area charges when the land was originally platted but where the use is increasing (only the cost difference based on current and prior use is charged). The charges will be set in the annual fee schedule approved by the City Council.

Normally, storm sewers are assessed on an area basis (square foot or acres), but in certain situations the per lot method or adjusted front footage method may be utilized at the City Council's discretion.

The replacement of existing storm sewers is paid for entirely through the Stormwater Utility Fund.

D. Sanitary Sewer Assessments

Assessments for sanitary sewer in residential areas are based upon the cost of construction of 8-inch mains, which is the smallest size installed in residential areas of the City. Assessments for sanitary sewers in commercial and industrial areas are based upon a standard size of 12-inch mains. Sanitary sewer assessments must conform to Chapter 8 of the City Charter.

Oversizing costs due to larger mains and larger appurtenances will be paid for by a combination of availability charges, user charges and/or trunk area assessment charges. Trunk area sanitary sewer charges shall be levied on all un-platted property at the time of platting and on re-plats that have not been charged trunk area charges when the land was originally platted. The charges will be set in the annual fee schedule approved by the City Council. Services installed to individual properties are assessed to the benefiting property as allowed under Chapter 8 of the City Charter.

Normally, sanitary sewers are assessed on an area basis (square foot or acres), but in certain situations the per lot method or adjusted front footage method may be utilized at the City Council's discretion.

Lateral benefit from major trunk sewers or interceptors is assessed to the properties benefited by the sewer. Any oversizing cost is assessed as described above.

The replacement of existing sewers is funded entirely by the City through the sewer enterprise funds.

Individual sanitary sewer service lines installed directly to specified properties are fully assessed directly to the benefited properties. Properties that have existing private sanitary services, but do not have mainline sewers adjacent to, across or abutting their property lines pay 0% of the assessment rate for the new mainline sanitary sewer, and 100% of the cost associated with replacing the service lines.

Any existing sanitary sewer service lines found to be defective as part of a project are replaced as part of the project and are assessed to the benefiting property as allowed under Chapter 8 of the City Charter.

Property owners electing to connect to City sewer during street reconstruction projects will receive a credit to offset those costs that would have been incurred by the City to reconstruct the street and boulevard after connecting to City sewer if the street were not being reconstructed. The amount of the credit will be set in the annual fee schedule approved by the City Council. Connecting to City sewer requires a City water connection.

E. Watermain Assessments

Assessments for watermains in residential areas are based upon the cost of construction of 8-inch mains, which is the smallest size installed in residential areas of the City. Assessments for watermains in commercial and industrial areas are based upon the standard size of 12-inch mains. Watermain assessments must conform to Chapter 8 of the City Charter.

Oversizing costs due to larger mains and larger appurtenances are paid for by a combination of availability charges, user charges and/or trunk area assessment charges. Trunk area water charges shall be levied on all un-platted property at the time of platting and on re-plats that have not been charged trunk area charges when the land was originally platted. The charges will be set in the annual fee schedule approved by the City Council. Services installed to individual properties shall be fully assessed to the benefiting property.

Normally, watermains are assessed on a per lot basis, but in certain situations the area or adjusted front footage method may be utilized at the City Council's discretion.

The replacement of existing watermains is funded entirely by the City through the water enterprise funds.

Lateral benefit from major trunk watermains is assessed to properties benefited by the watermain. Lateral watermain assessments are based on the costs for an equivalent 8-inch diameter watermain for residential properties and for an equivalent 12-inch diameter watermain for commercial/industrial properties.

Individual water service lines installed directly to specified properties are fully assessed directly to the benefited properties. Properties that have existing private water services, but do not have

mainline watermains adjacent to, across or abutting their property lines pay 0% of the assessment rate for the new watermain but 100% of the cost associated with replacing their service lines.

Any existing water service lines found to be defective as part of the project, are replaced as part of the project and are assessed directly to the benefiting property as allowed under Chapter 8 of the City Charter.

Property owners electing to connect to City water during street reconstruction projects will receive a credit to offset those costs that would have been incurred by the City to reconstruct the street and boulevard after connecting to City water if the street were not being reconstructed. The amount of the credit will be set in the annual fee schedule approved by the City Council.

F. Street Boulevard Trees

All street boulevard trees installed as part of new street constructions or in reconstructing existing streets shall be included as part of the overall project costs included in the assessment calculations.

G. Street Lights

All costs for new streetlights installed as part of constructing new streets or streetlights relocated as part of reconstructing streets are included in the overall project costs and included in the assessment calculations, unless otherwise directed by the City Council. In new subdivisions, the City will require the developer to finance street light improvements rather than assessing the cost.

H. Other Improvements

Based on the City Council's determination, any other eligible improvements may be fully assessed or assessed in part.

SECTION 11. DEFERMENT OF SPECIAL ASSESSMENTS.

Subd. 1. The Council may defer the payment of any special assessment on homestead property owned by a person who is 65 years of age or older, or who is retired by virtue of permanent and total disability, and the City Clerk is hereby authorized to record the deferment of special assessments where all of the following conditions are met:

1. The applicant must apply for the deferment not later than 90 days after the assessment is adopted by the City Council.
2. The applicant must be 65 years of age or older or retired by virtue of permanent and total disability at the time the assessment is adopted.
3. The applicant must be the owner of the property.
4. The applicant must occupy the property as his or her principal place of residence.
5. The average annual payment for assessments levied against the subject property exceed one percent of the adjusted gross income of the applicant as evidenced by the applicant's most recent federal income tax return. The average annual payment of an assessment shall be the total cost of the assessment divided by the number of years over which it is spread.

Subd. 2. The deferment shall be granted for as long a period of time as the hardship exists and the conditions in subdivision 1 remain true. It shall be the duty of the applicant to notify the City Clerk of any change in his or her status that would affect eligibility for deferment.

Subd. 3. The entire amount of deferred special assessments shall be due within sixty days after loss of eligibility by the applicant. If the special assessment is not paid within the sixty (60) days, the City Clerk shall add thereto interest accruing from the first date the applicant loses eligibility at the rate as defined in section 6.4 and the total amount of principal and interest shall be certified to the County Auditor for collection with taxes the following year. Should the applicant demonstrate to the satisfaction of the Council, that full repayment of the deferred special assessment would cause the applicant particular undue financial hardship, the Council may order that the applicant pay within sixty days a sum equal to the number of installments of deferred special assessments outstanding and unpaid to date, including principal and interest, with the balance thereafter paid according to the terms and conditions of the original special assessments.

Subd. 4. The option to defer the payment of special assessments shall terminate and all amounts accumulated plus applicable interest shall become due upon the occurrence of any one of the following:

1. The death of the owner when there is no spouse who is eligible for deferment.
2. The sale, transfer or subdivision of all or any part of the property.
3. Loss of homestead status on the property.
4. Determination by the Council for any reason that immediate or partial payment would impose no hardship.

State Law References(s): Minn. Stat. § 435.193, Senior Citizens or retired & disabled persons hardship special assessment deferral.

*Original Adoption: 12/9/14 by Resolution #14-12-250
*Amended: 1/13/15 by Resolution #15-01-016 – *Section 6 - #4 Interest to reflect interest rate on bonded projects*

CHAPTER 8. - PUBLIC IMPROVEMENTS AND SPECIAL ASSESSMENTS

Sec. 8.1. - Power to make improvements and levy assessments.

The city may make any type of local improvement not forbidden by law and levy special assessments to pay all or part of the cost of such local improvements. The total of the assessments for any local improvement may not exceed the cost of the local improvement, plus all costs and expenses connected therewith, including interest. No assessment shall exceed the benefit to the property assessed as measured by the increase in the market value of the property assessed as a result of the local improvement.

(Ord. of 1-25-1993)

Sec. 8.2. - Application of Charter.

All local improvement projects shall be carried out exclusively under the provisions of this Charter. The term "local improvement" as used in this section shall mean a public improvement financed partly or wholly from special assessments.

(Ord. of 1-25-1993)

Sec. 8.3. - Assessments for services.

The council may provide by ordinance that the cost of the city services to streets, sidewalks, or other public or private property may be assessed against property benefited and may be collected in the same manner as special assessments.

(Ord. of 1-25-1993)

Sec. 8.4. - Local improvement procedure.

When the city undertakes any local improvement to which the state local improvement code, Minn. Stats. chapter 429 applies, it shall comply with the provisions of that law, except as modified below. The council may by ordinance prescribe the procedure to be followed in making any other local improvement and levying assessments therefor.

8.4.1 *Sixty-day waiting period.* A period of 60 days shall elapse after the conclusion of the public hearing required by law to precede the ordering of the construction of a local improvement project (the "public hearing") before the actual ordering of the local improvement by the council and the council entering into a contract for the local improvement construction.

8.4.2 *Percentage of owners required.* When the local improvement has been petitioned for by the owners of not less than 50 percent in frontage of the real property abutting on streets named in the petition as the location of the local improvement the resolution ordering the local improvement by the council may be approved by vote of a majority of all members of the council. When there has been no such petition, the resolution may be adopted only by vote of four-fifths of all members of the council.

8.4.3 *Petition against the local improvement.* A proposed local improvement may be initiated by petition of the owners of real property abutting on the streets named in the petition. If, within 30 days of the conclusion of the public hearing, a petition against such local improvement is filed with the city administrator which petition is signed by a percentage of the owners of real property abutting on the streets named in the initiating petition as the location of the improvement which

percentage is greater than the percentage of owners of real property who signed the initiating petition, the council shall not make such local improvement at the expense of the abutting property owners. For purposes of the foregoing sentence, "owners of real property" shall not include owners of properties zoned for commercial or industrial uses or owners of properties zoned residential greater than ten acres in size based on zoning classifications in effect at the date of such petition, or owners of non-homestead real property greater than one acre in size.

8.4.4 *Counter petition in favor of the improvement.* If within 30 days of the filing with the city administrator of a petition against the local improvement as described in section 8.4.3 above, there is filed with the city administrator a petition in favor of the local improvement, signed by owners of real property abutting on the streets named in the initiating petition as the location of the improvement, in a percentage greater than the percent of owners of real property who signed the petition against the local improvement, then in such event the council may disregard the petition against the local improvement and proceed with the local improvement.

8.4.5 *Petition against council initiated improvement.* If the local improvement was initiated by council resolution without an initiating petition and, within 60 days of the conclusion of the public hearing, a petition is filed with the city administrator against such local improvement and which petition is signed by 60 percent or more of the owners of real property proposed to be assessed for and benefited by the local improvement, the council shall not make such local improvement at the expense of the benefited property owners. For purposes of the foregoing sentence, "owners of real property" shall not include owners of properties zoned for commercial or industrial uses or owners of properties zoned residential greater than ten acres in size based on zoning classifications in effect at the date of such petition, or owners of non-homestead real property greater than one acre in size.

8.4.6 *Withdrawal of name from petition.* Any person whose name appears on a petition to the council in favor of a local improvement, or on a petition to the council filed against a local improvement, may withdraw his/her name by a statement in writing filed with the city administrator before such petition is presented to the council or in person at a city council meeting before the city council accepts said petition.

8.4.7 *Filing of petition with city council.* All completed petitions filed with the city administrator as described herein shall be presented to the council by the city administrator at the council's next regularly scheduled meeting.

8.4.8 *One year before any further action.* When a proposed local improvement is disallowed pursuant to the petition process described in the foregoing sections, the council shall not vote on the same improvement within a period of one year after the public hearing on said improvement.

(Ord. of 1-25-1993; Ord. No. 06-22, § 2, 7-5-2006; Ord. No. 12-08, § 2, 6-26-2012; Ord. No. 14-07, § 2, 8-11-2014)

Sec. 8.5. - Computation of time.

Where the performance or doing of any act or matter is required by this Charter, and the period of time is prescribed and fixed by this Charter, the time shall be computed so as to exclude the first and include the last day of the prescribed or fixed period of time. When the last day of the period falls on a Saturday, Sunday, or a legal holiday, that day shall be omitted from the computation.

(Ord. of 1-25-1993)

Sec. 8.6. - Sewer and water projects.

This section applies to any local improvement project completed after January 1, 1996, which includes extending urban services (sewer and/or water) to an existing home or neighborhood.

8.6.1 *Connection policy.* The city may not compel any property owner with a functional private sewer and water system to connect to city sewer and/or water.

8.6.2 *Assessment policy.* The city may not levy an assessment for any component of any project which includes sewer and/or water improvements against a property whose owner elects to remain on a functional private sewer and/or water system.

8.6.3 *Request for urban services.* Property owners who remain on private sewer and water systems after urban services become available may request connection to urban services at any time. Upon connection to urban services an assessment may be levied provided it is consistent with the original assessment.

(Ref. of 5-20-1996; Ord. of 1-24-2001)

CHAPTER 429

LOCAL IMPROVEMENTS, SPECIAL ASSESSMENTS

429.011 DEFINITIONS.
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429.01 [Repealed, 1953 c 398 s 13 subd 1]

429.011 DEFINITIONS.

Subdivision 1. **Application.** For the purpose of this chapter the terms defined in this section shall have the meanings ascribed to them.

Subd. 2. **Municipality; certain cities and towns.** "Municipality" means any city of the second, third, or fourth class however organized, or any statutory city or any town as defined in section 368.01.

Subd. 2a. **Municipality; certain counties.** "Municipality" also includes the following:

(1) a county in the case of construction, reconstruction, or improvement of a county state-aid highway;

(2) a county in the case of construction, reconstruction, or improvement of a county highway as defined in section 160.02 including curbs and gutters and storm sewers;

(3) a county exercising its powers and duties under section 444.075, subdivision 1;

(4) a county for expenses not paid for under section 403.113, subdivision 3, paragraph (b), clause (3);

(5) a county in the case of the abatement of nuisances; and

(6) a county operating an energy improvements financing program under section 216C.436 or 216C.437.

Subd. 2b. **Municipality; certain towns.** "Municipality" also includes any town not having the powers granted herein pursuant to any other law in the case of construction, reconstruction or improvement of a town road including curbs and gutters and storm sewers and in the case of those improvements designated in section 429.021, subdivision 1, clauses (1), (2), (4), (5), (6), (7), (8), and (10).

Subd. 3. **Council.** "Council" means the body of the city having general legislative powers, the town board of the town, or the county board of a county.

Subd. 4. **Clerk.** "Clerk" means the chief clerical officer of the municipality.

Subd. 5. **Improvement.** "Improvement" means any type of improvement made under authority granted by section 429.021, and in the case of a county is limited to the construction, reconstruction, or improvement of a county state-aid highway or county highway including curbs and gutters and storm sewers, and to the purchase, installation, or maintenance of signs, posts, and markers for addressing related to the operation of enhanced 911 telephone service.

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Subd. 6. **Newspaper.** "Newspaper" means the official newspaper of the municipality, or if there is no official newspaper, a legal newspaper of general circulation in the municipality.

Subd. 7. **Street.** "Street" means any street, alley, or other public way, or any part thereof.

Subd. 8. **Utilities commission.** "Utilities commission" means the municipal board or commission, other than the council, which exercises any authority or control over the operation of any municipally owned public utility.

Subd. 9. **Pedestrian skyway system.** "Pedestrian skyway system" means any system of providing for pedestrian traffic circulation, mechanical or otherwise, elevated above ground, within and without the public right-of-way, and through or above private property and buildings, and includes overpasses, bridges, passageways, walkways, concourses, hallways, corridors, arcades, courts, plazas, elevators, escalators, heated canopies, and accesses and all fixtures, furniture, equipment, facilities, services, and appurtenances which in the judgment of the council will enhance the movement, safety, security, convenience and enjoyment of pedestrians and benefit the city and adjoining properties.

Subd. 10. **Underground pedestrian concourse.** "Underground pedestrian concourse" means any system of providing for pedestrian traffic circulation, mechanical or otherwise, below ground, within and without the public right-of-way, and through or below private property, and includes tunnels, passageways, walkways, concourses, hallways, corridors, arcades, plazas, elevators, escalators, heated canopies, and accesses and all fixtures, furniture, equipment, facilities, and appurtenances which in the judgment of the council will enhance the movement, safety, security, convenience and enjoyment of pedestrians and benefit the city and adjoining properties.

Subd. 11. **Special lighting system.** "Special lighting system" means lights or light displays of any type located within or without the public right-of-way.

Subd. 12. **Acquire.** "Acquire" includes, but is not limited to, the obtaining by purchase, condemnation, or leasing rights or interests in the areas above or below the surface of the ground of real property or structures or improvements thereon.

Subd. 13. **Public mall, plaza, or courtyard.** "Public mall, plaza, or courtyard" means any wholly or partly opened or enclosed public area adjacent to or attached to a wall, fence, commercial structure, hotel, or any other building and designed as a place for passive recreation, public entertainment, exhibition and education, or a pedestrian walk.

Subd. 14. **Fire protection system.** "Fire protection system" means pipes, standpipes, sprinklers, control systems and other devices and equipment installed in or outside a building for the primary purpose of eliminating or reducing the spread of fire in the building or providing for safe evacuation of the building, whether the devices and equipment are publicly or privately owned.

Subd. 15. **Highway sound barriers.** "Highway sound barriers" means sound abatement walls erected along highways to reduce noise levels attributable to vehicular traffic.

Subd. 16. **On-site water contaminant improvements.** "On-site water contaminant improvements" means pipes, wells, and other devices and equipment installed in or outside a building for the primary purpose of eliminating water contamination caused by lead or other toxic or health threatening substances in the water, whether the improvements so installed are publicly or privately owned.

History: *1953 c 398 s 1; 1961 c 338 s 1; 1969 c 741 s 1-3; 1971 c 617 s 1-4; 1973 c 123 art 5 s 7; 1973 c 636 s 1; 1973 c 702 s 22; 1974 c 233 s 1; 1976 c 147 s 1; 1978 c 634 s 1,2; 1979 c 330 s 1; 1983 c 9 s 1;*

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1984 c 478 s 1; 1984 c 591 s 1; 1986 c 315 s 1; 1987 c 138 s 1; 1988 c 564 s 1; 1994 c 614 s 5; 2000 c 490 art 5 s 29,30; 2009 c 88 art 2 s 31; 2010 c 389 art 7 s 4; 2018 c 155 s 34

429.02 [Repealed, 1953 c 398 s 13 subd 1]

429.021 LOCAL IMPROVEMENTS, COUNCIL POWERS.

Subdivision 1. **Improvements authorized.** The council of a municipality shall have power to make the following improvements:

(1) To acquire, open, and widen any street, and to improve the same by constructing, reconstructing, and maintaining sidewalks, pavement, gutters, curbs, and vehicle parking strips of any material, or by grading, graveling, oiling, or otherwise improving the same, including the beautification thereof and including storm sewers or other street drainage and connections from sewer, water, or similar mains to curb lines.

(2) To acquire, develop, construct, reconstruct, extend, and maintain storm and sanitary sewers and systems, including outlets, holding areas and ponds, treatment plants, pumps, lift stations, service connections, and other appurtenances of a sewer system, within and without the corporate limits.

(3) To construct, reconstruct, extend, and maintain steam heating mains.

(4) To install, replace, extend, and maintain street lights and street lighting systems and special lighting systems.

(5) To acquire, improve, construct, reconstruct, extend, and maintain water works systems, including mains, valves, hydrants, service connections, wells, pumps, reservoirs, tanks, treatment plants, and other appurtenances of a water works system, within and without the corporate limits.

(6) To acquire, improve and equip parks, open space areas, playgrounds, and recreational facilities within or without the corporate limits.

(7) To plant trees on streets and provide for their trimming, care, and removal.

(8) To abate nuisances and to drain swamps, marshes, and ponds on public or private property and to fill the same.

(9) To construct, reconstruct, extend, and maintain dikes and other flood control works.

(10) To construct, reconstruct, extend, and maintain retaining walls and area walls.

(11) To acquire, construct, reconstruct, improve, alter, extend, operate, maintain, and promote a pedestrian skyway system. Such improvement may be made upon a petition pursuant to section 429.031, subdivision 3.

(12) To acquire, construct, reconstruct, extend, operate, maintain, and promote underground pedestrian concourses.

(13) To acquire, construct, improve, alter, extend, operate, maintain, and promote public malls, plazas or courtyards.

(14) To construct, reconstruct, extend, and maintain district heating systems.

(15) To construct, reconstruct, alter, extend, operate, maintain, and promote fire protection systems in existing buildings, but only upon a petition pursuant to section 429.031, subdivision 3.

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(16) To acquire, construct, reconstruct, improve, alter, extend, and maintain highway sound barriers.

(17) To improve, construct, reconstruct, extend, and maintain gas and electric distribution facilities owned by a municipal gas or electric utility.

(18) To purchase, install, and maintain signs, posts, and other markers for addressing related to the operation of enhanced 911 telephone service.

(19) To improve, construct, extend, and maintain facilities for Internet access and other communications purposes, if the council finds that:

(i) the facilities are necessary to make available Internet access or other communications services that are not and will not be available through other providers or the private market in the reasonably foreseeable future; and

(ii) the service to be provided by the facilities will not compete with service provided by private entities.

(20) To assess affected property owners for all or a portion of the costs agreed to with an electric utility, telecommunications carrier, or cable system operator to bury or alter a new or existing distribution system within the public right-of-way that exceeds the utility's design and construction standards, or those set by law, tariff, or franchise, but only upon petition under section 429.031, subdivision 3.

(21) To assess affected property owners for repayment of voluntary energy improvement financings under section 216C.436, subdivision 7, or 216C.437, subdivision 28.

Subd. 2. **Combining improvements.** An improvement on two or more streets or two or more types of improvement in or on the same street or streets or different streets may be included in one proceeding and conducted as one improvement.

Subd. 3. **Relation to charter and other laws.** When any portion of the cost of an improvement is defrayed by special assessments, the procedure prescribed in this chapter shall be followed unless the council determines to proceed under charter provisions; but this chapter does not prescribe the procedure to be followed by a municipality in making improvements financed without the use of special assessments.

If the council determines to proceed under charter provisions for special assessments, such provisions shall be deemed to include a requirement that notices of proposed assessments inform property owners of the procedures they must follow under the charter in order to appeal the assessments to district court. The notices shall also inform property owners of the provisions of sections 435.193 to 435.195 and the existence of any deferment procedure established pursuant thereto in the municipality.

Charter provisions shall also be deemed to require that when the council determines to make any improvement, it shall let the contract for all or part of the work, or order all or part of the work done by day labor or otherwise as may be authorized by the charter, no later than one year after the adoption of the resolution ordering such improvement, unless a different time limit is specifically stated in the resolution ordering the improvement.

History: *1953 c 398 s 2; 1965 c 877 s 1; 1971 c 617 s 5; 1973 c 201 s 1; 1974 c 233 s 2; 1974 c 314 s 1; 1976 c 195 s 1; 1978 c 518 s 1; 1979 c 330 s 2; 1981 c 334 s 5; 1984 c 548 s 4; 1984 c 582 s 3; 1984 c 591 s 2; 1984 c 633 s 2; 1987 c 138 s 2; 1997 c 219 s 5; 2000 c 490 art 5 s 31; 2000 c 493 s 5; 2005 c 67 s 1; 2010 c 216 s 21; 2018 c 155 s 35*

429.03 [Repealed, 1953 c 398 s 13 subd 1]

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429.031 PRELIMINARY PLANS, HEARINGS.

Subdivision 1. **Preparation of plans, notice of hearing.** (a) Before the municipality awards a contract for an improvement or orders it made by day labor, or before the municipality may assess any portion of the cost of an improvement to be made under a cooperative agreement with the state or another political subdivision for sharing the cost of making the improvement, the council shall hold a public hearing on the proposed improvement following two publications in the newspaper of a notice stating the time and place of the hearing, the general nature of the improvement, the estimated cost, and the area proposed to be assessed. The two publications must be a week apart, and the hearing must be at least three days after the second publication. Not less than ten days before the hearing, notice of the hearing must also be mailed to the owner of each parcel within the area proposed to be assessed and must contain a statement that a reasonable estimate of the impact of the assessment will be available at the hearing, but failure to give mailed notice or any defects in the notice does not invalidate the proceedings. For the purpose of giving mailed notice, owners are those shown as owners on the records of the county auditor or, in any county where tax statements are mailed by the county treasurer, on the records of the county treasurer; but other appropriate records may be used for this purpose. For properties that are tax exempt or subject to taxation on a gross earnings basis and are not listed on the records of the county auditor or the county treasurer, the owners may be ascertained by any practicable means, and mailed notice must be given them as provided in this subdivision.

(b) Before the adoption of a resolution ordering the improvement, the council shall secure from the city engineer or some other competent person of its selection a report advising it in a preliminary way as to whether the proposed improvement is necessary, cost-effective, and feasible and as to whether it should best be made as proposed or in connection with some other improvement. The report must also include the estimated cost of the improvement as recommended. A reasonable estimate of the total amount to be assessed, and a description of the methodology used to calculate individual assessments for affected parcels, must be available at the hearing. No error or omission in the report invalidates the proceeding unless it materially prejudices the interests of an owner.

(c) If the report is not prepared by an employee of a municipality, the compensation for preparing the report under this subdivision must be based on the following factors:

(1) the time and labor required;

(2) the experience and knowledge of the preparer;

(3) the complexity and novelty of the problems involved; and

(4) the extent of the responsibilities assumed.

(d) The compensation must not be based primarily on a percentage of the estimated cost of the improvement.

(e) The council may also take other steps prior to the hearing, including, among other things, the preparation of plans and specifications and the advertisement for bids that will in its judgment provide helpful information in determining the desirability and feasibility of the improvement.

(f) The hearing may be adjourned from time to time, and a resolution ordering the improvement may be adopted at any time within six months after the date of the hearing by vote of a majority of all members of the council when the improvement has been petitioned for by the owners of not less than 35 percent in frontage of the real property abutting on the streets named in the petition as the location of the improvement. When there has been no such petition, the resolution may be adopted only by vote of four-fifths of all members of the council; provided that if the mayor of the municipality is a member of the council but has

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no vote or votes only in case of a tie, the mayor is not deemed to be a member for the purpose of determining a four-fifths majority vote.

(g) The resolution ordering the improvement may reduce, but not increase, the extent of the improvement as stated in the notice of hearing.

Subd. 2. **Approval by park board or utilities commission.** A resolution ordering a park improvement may be adopted only by a four-fifths vote of the council and shall also be approved by the park board, if there is one; provided, that if the mayor of the municipality is a member of the council but has no vote or votes only in case of a tie, the mayor shall not be deemed to be a member for the purpose of determining such four-fifths majority vote. A resolution ordering an improvement of the water, sewer, steam heating, street lighting or other facility over which a utilities commission has jurisdiction shall also be approved by the utilities commission.

Subd. 3. **Petition by all owners.** Whenever all owners of real property abutting upon any street named as the location of any improvement shall petition the council to construct the improvement and to assess the entire cost against their property, the council may, without a public hearing, adopt a resolution determining such fact and ordering the improvement. The validity of the resolution shall not be questioned by any taxpayer or property owner or the municipality unless an action for that purpose is commenced within 30 days after adoption of the resolution as provided in section 429.036. Nothing herein prevents any property owner from questioning the amount or validity of the special assessment against the owner's property pursuant to section 429.081. In the case of a petition for the municipality to own and install a fire protection system, a pedestrian skyway system, or on-site water contaminant improvements, the petition must contain or be accompanied by an undertaking satisfactory to the city by the petitioner that the petitioner will grant the municipality the necessary property interest in the building to permit the city to enter upon the property and the building to construct, maintain, and operate the fire protection system, pedestrian skyway system, or on-site water contaminant improvements. In the case of a petition for the installation of a privately owned fire protection system, a privately owned pedestrian skyway system, or privately owned on-site water contaminant improvements, the petition shall contain the plans and specifications for the improvement, the estimated cost of the improvement and a statement indicating whether the city or the owner will contract for the construction of the improvement. If the owner is contracting for the construction of the improvement, the city shall not approve the petition until it has reviewed and approved the plans, specifications, and cost estimates contained in the petition. The construction cost financed under section 429.091 shall not exceed the amount of the cost estimate contained in the petition. In the case of a petition for the installation of a fire protection system, a pedestrian skyway system, or on-site water contaminant improvements, the petitioner may request abandonment of the improvement at any time after it has been ordered pursuant to subdivision 1 and before contracts have been awarded for the construction of the improvement under section 429.041, subdivision 2. If such a request is received, the city council shall abandon the proceedings but in such case the petitioner shall reimburse the city for any and all expenses incurred by the city in connection with the improvement.

History: *1953 c 398 s 3; 1955 c 811 s 1; 1957 c 430 s 1; 1961 c 525 s 1,2; 1963 c 771 s 1; 1965 c 877 s 2; 1967 c 57 s 1,2; 1973 c 123 art 5 s 7; 1984 c 548 s 5; 1984 c 582 s 4; 1984 c 591 s 3; 1984 c 633 s 3; 1986 c 444; 1994 c 614 s 6; 1996 c 402 s 1; 2000 c 490 art 5 s 32*

429.035 IMPROVEMENTS, PETITION.

When any petition for the making of any improvement in any statutory city, town, or city of the second, third, or fourth class, however organized, for the cost of which special assessments may be, in whole or in part, levied therefor, is presented to the governing body of the municipality, this body shall, by resolution,

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determine whether or not the petition has been signed by the required percentage of owners of property affected thereby.

History: *(1918-33) 1927 c 311 s 1; 1953 c 398 s 12; 1961 c 338 s 2; 1973 c 123 art 5 s 7*

429.036 APPEAL FROM DETERMINATION OF LEGALITY OF PETITION.

Any person, being aggrieved by this determination, may appeal to the district court of the county in which the property is located by serving upon the clerk of the municipality, within 30 days after the adoption and publication of the resolution, a notice of appeal briefly stating the grounds of appeal and giving a bond in the penal sum of $250, in which the municipality shall be named as obligee, to be approved by the clerk of the municipality, conditioned that the appellant will duly prosecute the appeal, pay all costs and disbursements which may be adjudged against the appellant, and abide by the order of the court. The clerk shall furnish the appellant a certified copy of the petition, or any part thereof, on being paid by appellant of the proper charges therefor. The appeal shall be placed upon the calendar of the next general term commencing more than 30 days after the date of serving the notice and filing the bond and shall be tried as are other appeals in such cases. Unless reversed upon the appeal, the determination of the governing body as to the sufficiency of the petition shall be final and conclusive.

History: *(1918-34) 1927 c 311 s 2; 1986 c 444*

429.04 [Repealed, 1953 c 398 s 13]

429.041 COUNCIL PROCEDURE.

Subdivision 1. **Plans and specifications, advertisement for bids.** When the council determines to make any improvement, it shall let the contract for all or part of the work, or order all or part of the work done by day labor or otherwise as authorized by subdivision 2, no later than one year after the adoption of the resolution ordering such improvement, unless a different time limit is specifically stated in the resolution ordering the improvement. The council shall cause plans and specifications of the improvement to be made, or if previously made, to be modified, if necessary, and to be approved and filed with the clerk, and if the estimated cost exceeds the amount in section 471.345, subdivision 3, shall advertise for bids for the improvement in the newspaper or recognized industry trade journal as defined in section 331A.01, subdivision 11, and for such length of time as it may deem advisable. If the estimated cost exceeds twice the amount in section 471.345, subdivision 3, publication shall be made no less than three weeks before the last day for submission of bids once in the newspaper and at least once in either a newspaper published in a city of the first class or a recognized industry trade journal. The advertisement shall specify the work to be done, shall state the time when the bids will be publicly opened for consideration by the council, which shall be not less than ten days after the first publication of the advertisement when the estimated cost is less than twice the amount in section 471.345, subdivision 3, and not less than three weeks after such publication in other cases, and shall state that no bids will be considered unless sealed and filed with the clerk and accompanied by a cash deposit, cashier's check, bid bond, or certified check payable to the clerk, for such percentage of the amount of the bid as the council may specify. In providing for the advertisement for bids the council may direct that the bids shall be opened publicly by two or more designated officers or agents of the municipality and tabulated in advance of the meeting at which they are to be considered by the council. Nothing herein shall prevent the council from advertising separately for various portions of the work involved in an improvement, or from itself, supplying by such means as may be otherwise authorized by law, all or any part of the materials, supplies, or equipment to be used in the improvement or from combining two or more improvements in a single set of plans and specifications or a single contract.

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Subd. 2. **Contracts; day labor.** In contracting for an improvement, the council shall require the execution of one or more written contracts and bonds, conditioned as required by law. The council shall award the contract to the lowest responsible bidder or it may reject all bids. If any bidder to whom a contract is awarded fails to enter promptly into a written contract and to furnish the required bond, the defaulting bidder shall forfeit to the municipality the amount of the defaulter's cash deposit, cashier's check, bid bond, or certified check, and the council may thereupon award the contract to the next lowest responsible bidder. When it appears to the council that the cost of the entire work projected will be less than the amount in section 471.345, subdivision 3, or whenever no bid is submitted after proper advertisement or the only bids submitted are higher than the engineer's estimate, the council may advertise for new bids or, without advertising for bids, directly purchase the materials for the work and do it by the employment of day labor or in any other manner the council considers proper. The council may have the work supervised by the city engineer or other qualified person but shall have the work supervised by a registered engineer if done by day labor and it appears to the council that the entire cost of all work and materials for the improvement will be more than the lowest amount in section 471.345, subdivision 4. In case of improper construction or unreasonable delay in the prosecution of the work by the contractor, the council may order and cause the suspension of the work at any time and relet the contract, or order a reconstruction of any portion of the work improperly done, and where the cost of completion or reconstruction necessary will be less than the amount in section 471.345, subdivision 3, the council may do it by the employment of day labor.

Subd. 2a. **Best value alternative.** As an alternative to the procurement method described in subdivision 2, the council may issue a request for proposals and award the contract to the vendor or contractor offering the best value as described in section 16C.28, subdivision 1, paragraph (a), clause (2), and paragraph (c).

Subd. 3. **Day labor; detailed report.** When the council has performed construction work by day labor, it shall cause a detailed report to be filed with the clerk and certified by the registered engineer or other person in charge, if there is no registered engineer. The report shall show:

(a) the complete cost of the construction;

(b) final quantities of the various units of work done;

(c) materials furnished for the project and the cost of each item thereof;

(d) cost of labor, cost of equipment hired, and supervisory costs.

The report shall have attached a certificate by the registered engineer or other person in charge that the work was done according to the plans and specifications, or, if there were any deviations from them, an itemized statement of those deviations.

Subd. 4. **Alternate procedure on street improvements.** As to any improvement or improvements consisting of grading, graveling, or bituminous surfacing of streets and alleys, the council may proceed in the manner provided in this chapter, except that it may

(1) order the work done by day labor, regardless of the estimated cost of such improvement or improvements,

(2) use municipal equipment or hire equipment and purchase materials for all such improvements to be done by day labor in any 12-month period by advertising once therefor, such advertisement to call for bids for the furnishing of equipment, if the municipality does not use its own equipment, and for materials at unit prices based on the quantities which the council estimates will be required, and

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(3) contract at one time on a unit price basis for part or all of the street improvements to be constructed by the municipality during the current year, including improvements which may thereafter be ordered constructed.

Subd. 5. **Cooperation with state or local government.** When an improvement is made under a cooperative agreement with the state or another political subdivision by the terms of which the state or other subdivision is to construct or contract to construct the improvement, it shall not be necessary to comply with subdivisions 1 and 2.

Subd. 6. **Percentage payment on engineer's estimate.** In case the contractor properly performs the work, the council shall, from month to month before completion of the work, pay the contractor not to exceed 95 percent of the amount already earned under the contract, upon the estimate of the engineer or other competent person selected by the council, and the contract shall so provide, and shall further agree that when the work is 95 percent or more completed upon the recommendation of the engineer such portions of the retained price shall be released as the governing body of the municipality determines are not required to be retained to protect the municipality's interest in satisfactory completion of the contract. Failure to pay any amount due and payable under the terms of the contract within 30 days of a monthly estimate or 90 days after the final estimate of the amount earned shall obligate the municipality to pay to the contractor simple interest on the past due amount at an annual rate equal to the monthly index of long term United States bond yields for the month prior to the month in which this obligation is incurred plus an additional one percent per annum. Interest shall not be imposed with respect to any amount which a municipality may legally withhold as a result of breach of contract or other contractual claim or if the delay is caused by the contractor.

Subd. 7. **Modification of contracts.** After work has been commenced on an improvement undertaken pursuant to a contract awarded on a unit price basis the council may, without advertising for bids, authorize changes in the contract so as to include additional units of work at the same unit price if the cost of the additional work does not exceed 25 percent of the original contract price. Original contract price means that figure determined by multiplying the estimated number of units required by the unit price.

History: *1953 c 398 s 4; 1957 c 430 s 2,3; 1961 c 525 s 3,4; 1973 c 123 art 5 s 7; 1976 c 156 s 1; 1977 c 278 s 1; 1978 c 518 s 2; 1980 c 464 s 8; 1985 c 174 s 3; 1986 c 444; 1993 c 38 s 1,2; 2001 c 5 s 1,2; 2004 c 278 s 6,7; 2007 c 148 art 3 s 25; 2009 c 152 s 18,19; 2013 c 46 s 2*

429.05 [Repealed, 1953 c 398 s 13 subd 1]

429.051 APPORTIONMENT OF COST.

The cost of any improvement, or any part thereof, may be assessed upon property benefited by the improvement, based upon the benefits received, whether or not the property abuts on the improvement and whether or not any part of the cost of the improvement is paid from the county state-aid highway fund, the municipal state-aid street fund, or the trunk highway fund. The area assessed may be less than but may not exceed the area proposed to be assessed as stated in the notice of hearing on the improvement, except as provided below. The municipality may pay such portion of the cost of the improvement as the council may determine from general ad valorem tax levies or from other revenues or funds of the municipality available for the purpose. The municipality may subsequently reimburse itself for all or any of the portion of the cost of a water, storm sewer, or sanitary sewer improvement so paid by levying additional assessments upon any properties abutting on but not previously assessed for the improvement, on notice and hearing as provided for the assessments initially made. To the extent that such an improvement benefits nonabutting properties which may be served by the improvement when one or more later extensions or improvements are made but which are not initially assessed therefor, the municipality may also reimburse itself by adding all or any

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of the portion of the cost so paid to the assessments levied for any of such later extensions or improvements, provided that notice that such additional amount will be assessed is included in the notice of hearing on the making of such extensions or improvements. The additional assessments herein authorized may be made whether or not the properties assessed were included in the area described in the notice of hearing on the making of the original improvement.

In any city of the fourth class electing to proceed under a home rule charter as provided in this chapter, which charter provides for a board of water commissioners and authorizes such board to assess a water frontage tax to defray the cost of construction of water mains, such board may assess the tax based upon the benefits received and without regard to any charter limitation on the amount that may be assessed for each lineal foot of property abutting on the water main. The water frontage tax shall be imposed according to the procedure and, except as herein provided, subject to the limitations of the charter of the city.

History: *1953 c 398 s 5; 1955 c 842 s 1; 1957 c 40 s 1; 1959 c 490 s 1; 1961 c 286 s 1*

429.052 STREET OR ROAD IMPROVEMENTS OUTSIDE MUNICIPAL BOUNDARIES.

A municipality may construct street or road improvements outside its jurisdiction with the consent of the affected township, or if the property is located in unorganized territory, the county. When property is brought within the corporate limits of the municipality, the municipality may subsequently reimburse itself for all or any portion of the cost of the improvement for which municipal funds have been expended, by levying an assessment upon any property abutting on, but not previously assessed for, the improvement. No assessment may be so levied unless the property to be assessed was given notice and hearing of the improvements under section 429.031 at the time the improvement was ordered, and subsequently in accordance with the notice, hearing, and appeal rights, provided for under sections 429.061 and 429.081.

History: *2005 c 152 art 1 s 12*

429.06 [Repealed, 1953 c 398 s 13 subd 1]

429.061 ASSESSMENT PROCEDURE.

Subdivision 1. **Calculation, notice.** At any time after the expense incurred or to be incurred in making an improvement shall be calculated under the direction of the council, the council shall determine by resolution the amount of the total expense the municipality will pay, other than the amount, if any, which it will pay as a property owner, and the amount to be assessed. If a county proposes to assess within the boundaries of a city for a county state-aid highway or county highway, including curbs, gutters, and storm sewers, the resolution must include the portion of the cost proposed to be assessed within the city. The county shall forward the resolution to the city and it may not proceed with the assessment procedure nor may the county allocate any cost under this section for property within the city unless the city council adopts the resolution approving the assessment. Thereupon the clerk, with the assistance of the engineer or other qualified person selected by the council, shall calculate the proper amount to be specially assessed for the improvement against every assessable lot, piece or parcel of land, without regard to cash valuation, in accordance with the provisions of section 429.051. The proposed assessment roll shall be filed with the clerk and be open to public inspection. The clerk shall thereupon, under the council's direction, publish notice that the council will meet to consider the proposed assessment. Such notice shall be published in the newspaper at least once and shall be mailed to the owner of each parcel described in the assessment roll. For the purpose of giving mailed notice under this subdivision, owners shall be those shown to be such on the records of the county auditor or, in any county where tax statements are mailed by the county treasurer, on the records of the county treasurer; but other appropriate records may be used for this purpose. Such publication and mailing shall be no less than two weeks prior to such meeting of the council. Except as to the owners of tax-exempt

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property or property taxes on a gross earnings basis, every property owner whose name does not appear on the records of the county auditor or the county treasurer shall be deemed to have waived such mailed notice unless the owner has requested in writing that the county auditor or county treasurer, as the case may be, include the name on the records for such purpose. Such notice shall state the date, time, and place of such meeting, the general nature of the improvement, the area proposed to be assessed, the total amount of the proposed assessment, that the proposed assessment roll is on the file with the clerk, and that written or oral objections thereto by any property owner will be considered. The notice must also state that no appeal may be taken as to the amount of any assessment adopted pursuant to subdivision 2, unless a written objection signed by the affected property owner is filed with the municipal clerk prior to the assessment hearing or presented to the presiding officer at the hearing. The notice shall also state that an owner may appeal an assessment to district court pursuant to section 429.081 by serving notice of the appeal upon the mayor or clerk of the municipality within 30 days after the adoption of the assessment and filing such notice with the district court within ten days after service upon the mayor or clerk. The notice shall also inform property owners of the provisions of sections 435.193 to 435.195 and the existence of any deferment procedure established pursuant thereto in the municipality. In addition, the notice mailed to the owner must state in clear language the following information:

(1) the amount to be specially assessed against that particular lot, piece, or parcel of land;

(2) adoption by the council of the proposed assessment may be taken at the hearing;

(3) the right of the property owner to prepay the entire assessment and the person to whom prepayment must be made;

(4) whether partial prepayment of the assessment has been authorized by ordinance;

(5) the time within which prepayment may be made without the assessment of interest; and

(6) the rate of interest to be accrued if the assessment is not prepaid within the required time period.

Subd. 2. **Adoption; interest.** At such meeting or at any adjournment thereof the council shall hear and pass upon all objections to the proposed assessment, whether presented orally or in writing. The council may amend the proposed assessment as to any parcel and by resolution adopt the same as the special assessment against the lands named in the assessment roll. Notice of any adjournment of the hearing shall be adequate if the minutes of the meeting so adjourned show the time and place when and where the hearing is to be continued.

The council may consider any objection to the amount of a proposed assessment as to a specific parcel of land at an adjourned hearing upon further notice to the affected property owner as it deems advisable. At the adjourned hearing the council or a committee of it may hear further written or oral testimony on behalf of the objecting property owner and may consider further written or oral testimony from appropriate city officials and other witnesses as to the amount of the assessment. The council or committee shall prepare a record of the proceedings at the adjourned hearing and written findings as to the amount of the assessment. The amount of the assessment as finally determined by the council shall become a part of the adopted assessment roll. No appeal may be taken as to the amount of any assessment adopted under this section unless written objection signed by the affected property owner is filed with the municipal clerk prior to the assessment hearing or presented to the presiding officer at the hearing. All objections to the assessments not received at the assessment hearing in the manner prescribed by this subdivision are waived, unless the failure to object at the assessment hearing is due to a reasonable cause.

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If the adopted assessment differs from the proposed assessment as to any particular lot, piece, or parcel of land, the clerk must mail to the owner a notice stating the amount of the adopted assessment. Owners must also be notified by mail of any changes adopted by the council in interest rates or prepayment requirements from those contained in the notice of the proposed assessment.

The assessment, with accruing interest, shall be a lien upon all private and public property included therein, from the date of the resolution adopting the assessment, concurrent with general taxes; but the lien shall not be enforceable against public property as long as it is publicly owned, and during such period the assessment shall be recoverable from the owner of such property only in the manner and to the extent provided in section 435.19. Unless otherwise provided in the resolution, all assessments shall be payable in equal annual installments extending over such period, not exceeding 30 years, as the resolution determines, payable on the first Monday in January in each year, but the number of installments need not be uniform for all assessments included in a single assessment roll if a uniform criterion for determining the number of installments is provided by the resolution. Assessments on property located in a targeted neighborhood as defined in Laws 1987, chapter 386, article 6, section 4, may be payable in variable annual installments if the resolution provides for a variable payment. The first installment of each assessment shall be included in the first tax rolls completed after its adoption and shall be payable in the same year as the taxes contained therein; except that the payment of the first installment of any assessment levied upon unimproved property may be deferred until a designated future year, or until the platting of the property or the construction of improvements thereon, upon such terms and conditions and based upon such standards and criteria as may be provided by resolution of the council. If special assessments against the property have been deferred pursuant to this subdivision, the governmental unit shall record with the county recorder in the county in which the property is located a certificate containing the legal description of the affected property and of the amount deferred. In any event, every assessment the payment of which is so deferred, when it becomes payable, shall be divided into a number of installments such that the last installment thereof will be payable not more than 30 years after the levy of the assessment. All assessments shall bear interest at such rate as the resolution determines. To the first installment of each assessment shall be added interest on the entire assessment from a date specified in the resolution levying the assessment, not earlier than the date of the resolution, until December 31 of the year in which the first installment is payable, and to each subsequent installment shall be added interest for one year on all unpaid installments; or alternatively, any assessment may be made payable in equal annual installments including principal and interest, each in the amount annually required to pay the principal over such period with interest at such rate as the resolution determines, not exceeding the maximum period and rate specified above. In the latter event no prepayment shall be accepted under subdivision 3 without payment of all installments due to and including December 31 of the year of prepayment, together with the original principal amount reduced only by the amounts of principal included in such installments, computed on an annual amortization basis. When payment of an assessment is deferred, as authorized in this subdivision, interest thereon for the period of deferment may be made payable annually at the same times as the principal installments of the assessment would have been payable if not deferred; or interest for this period may be added to the principal amount of the assessment when it becomes payable; or, if so provided in the resolution levying the assessment, interest thereon to December 31 of the year before the first installment is payable may be forgiven.

Subd. 3. **Transmitted to auditor, prepayment.** After the adoption of the assessment, the clerk shall transmit a certified duplicate of the assessment roll with each installment, including interest, set forth separately to the county auditor of the county to be extended on the proper tax lists of the county; but in lieu of such certification, the council may in its discretion direct the clerk to file all assessment rolls in the clerk's office and to certify annually to the county auditor, on or before November 30 in each year, the total amount of installments of and interest on assessments on each parcel of land in the municipality which are to become due in the following year. If any installment and interest has not been so certified prior to the year when it

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is due, the clerk shall forthwith certify the same to the county auditor for collection in the then succeeding year; and if the municipality has issued improvement warrants to finance the improvement, it shall pay out of its general funds into the fund of the improvement interest on the then unpaid balance of the assessment for the year or years during which the collection of such installment is postponed. All assessments and interest thereon shall be collected and paid over in the same manner as other municipal taxes. The owner of any property so assessed may, at any time prior to certification of the assessment or the first installment thereof to the county auditor, pay the whole of the assessment on such property, with interest accrued to the date of payment, to the municipal treasurer, except that no interest shall be charged if the entire assessment is paid within 30 days from the adoption thereof; and, except as hereinafter provided, the owner may at any time prior to November 15 of any year, prepay to the treasurer of the municipality having levied said assessments, the whole assessment remaining due with interest accrued to December 31 of the year in which said prepayment is made. If the assessment roll is retained by the municipal clerk, the installment and interest in process of collection on the current tax list shall be paid to the county treasurer and the remaining principal balance of the assessment, if paid, shall be paid to the municipal treasurer. The council may by ordinance authorize the partial prepayment of assessments, in such manner as the ordinance may provide, prior to certification of the assessment or the first installment thereof to the county auditor.

Subd. 4. **Collection, tax-exempt property.** On the confirmation of any assessments the clerk shall mail to the county auditor a notice specifying the amount payable by any county, to the clerk or recorder of any other political subdivision a notice specifying the amount payable by the political subdivision and to the owner of any right-of-way, at its principal office in the state, a notice specifying the amount payable on account of any right-of-way. The amount payable on account of any right-of-way or public property shall be payable to the municipality's treasurer and shall be payable in like installments and with like interest and penalties as provided for in reference to the installments payable on account of assessable real property, except that interest accruing shall not begin to run until the notice provided in this subdivision has been properly given and 30 days thereafter have elapsed. The governing body of any such political subdivision shall provide for the payment of these amounts and shall take appropriate action to that end. If the assessment is not paid in a single installment, the municipal treasurer shall annually mail to the owner of any right-of-way and, as long as the property is publicly owned, to the owner of any public property a notice stating that an installment is due and should be paid to the municipal treasurer of the municipality which levied the special assessment. The municipality may collect the amount due on account of the right-of-way of any railroad or privately owned public utility by distress and sale of personal property in the manner provided by law in case of taxes levied upon personal property or by suit brought to enforce the collection of this indebtedness unless a different method of collecting such amounts is provided for by any contract between the owner of any right-of-way and the municipality.

Subd. 5. **Special assessments; administrative expenses.** Notwithstanding any general or special law to the contrary, a municipality shall pay to the county auditor all administrative expenses incurred by the county under subdivision 3 for each special assessment of any local improvement certified by the municipality to the county auditor.

History: *1953 c 398 s 6; 1955 c 811 s 2; 1957 c 510 s 2; 1957 c 699 s 1; 1961 c 77 s 1; 1961 c 525 s 5-7; 1963 c 771 s 2-4; 1965 c 877 s 3; 1969 c 1045 s 1; 1969 c 1095 s 1; 1974 c 314 s 2; 1976 c 195 s 2; 1976 c 324 s 18; 1980 c 509 s 164; 1980 c 560 s 5; 1980 c 607 art 11 s 1,2; 1984 c 478 s 2; 1984 c 543 s 50; 1Sp1985 c 16 art 1 s 3; 1986 c 315 s 2; 1986 c 444; 1986 c 473 s 10,11; 1987 c 344 s 3; 1987 c 386 art 6 s 2; 1991 c 342 s 8; 1993 c 375 art 5 s 33; art 17 s 17; 2005 c 4 s 106*

429.07 [Repealed, 1953 c 398 s 13]

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429.071 SUPPLEMENTAL ASSESSMENTS; REASSESSMENT.

Subdivision 1. **Supplemental assessments.** The council may make supplemental assessments to correct omissions, errors, or mistakes in the assessment relating to the total cost of the improvement or any other particular. A supplemental assessment shall be preceded by personal or mailed notice to the owner of each parcel included in the supplemental assessment and a hearing as provided for the original assessment.

Subd. 2. **Reassessment.** When an assessment is, for any reason whatever, set aside by a court of competent jurisdiction as to any parcel or parcels of land, or in event the council finds that the assessment or any part thereof is excessive or determines on advice of the municipal attorney that the assessment or proposed assessment or any part thereof is or may be invalid for any reason, the council may, upon notice and hearing as provided for the original assessment, make a reassessment or a new assessment as to such parcel or parcels.

Subd. 3. **Reapportionment upon land division.** When a tract of land against which a special assessment has been levied is thereafter divided or subdivided by plat or otherwise, the council may, on application of the owner of any part of the tract or on its own motion equitably apportion among the various lots or parcels in the tract all the installments of the assessment against the tract remaining unpaid and not then due if it determines that such apportionment will not materially impair collection of the unpaid balance of the original assessment against the tract. The council may, and if the special assessment has been pledged to the payment of improvement warrants shall, require the owner or owners, as a condition of such apportionment, to furnish a satisfactory surety bond fully protecting the municipality against any loss resulting from failure to pay any part of the reapportionment assessment when due. Notice of such apportionment and of the right to appeal shall be mailed to or personally served upon all owners of any part of the tract. Within 30 days after the mailing or service of the notice of such apportionment any such owner may appeal as provided in section 429.081.

Subd. 4. **Reassessment, tax-forfeited land.** When a parcel of tax-forfeited land is returned to private ownership and the parcel is benefited by an improvement for which special assessments were canceled because of the forfeiture, the municipality that made the improvement may, upon notice and hearing as provided for the original assessment, make a reassessment or a new assessment as to the parcel in an amount equal to the amount remaining unpaid on the original assessment.

History: *1953 c 398 s 7; 1957 c 366 s 1; 1961 c 525 s 8; 1965 c 877 s 4; 1976 c 259 s 1*

429.08 [Repealed, 1953 c 398 s 13 subd 1]

429.081 APPEAL TO DISTRICT COURT.

Within 30 days after the adoption of the assessment, any person aggrieved, who is not precluded by failure to object prior to or at the assessment hearing, or whose failure to so object is due to a reasonable cause, may appeal to the district court by serving a notice upon the mayor or clerk of the municipality. The notice shall be filed with the court administrator of the district court within ten days after its service. The municipal clerk shall furnish appellant a certified copy of objections filed in the assessment proceedings, the assessment roll or part complained of, and all papers necessary to present the appeal. The appeal shall be placed upon the calendar of the next general term commencing more than five days after the date of serving the notice and shall be tried as other appeals in such cases. The court shall either affirm the assessment or set it aside and order a reassessment as provided in section 429.071, subdivision 2. If appellant does not prevail upon the appeal, the costs incurred shall be taxed by the court and judgment entered therefor. All

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objections to the assessment shall be deemed waived unless presented on such appeal. This section provides the exclusive method of appeal from a special assessment levied pursuant to this chapter.

History: *1953 c 398 s 8; 1961 c 525 s 9; 1978 c 749 s 2; 1980 c 607 art 11 s 3; 1Sp1986 c 3 art 1 s 82*

429.09 [Repealed, 1953 c 398 s 13]

429.091 FINANCING.

Subdivision 1. **Authority.** At any time after one or more improvements are ordered as contemplated in section 429.031, the council may issue obligations in such amount as it deems necessary to defray in whole or in part the expense incurred and estimated to be incurred in making the improvement or improvements, including every item of cost of the kinds authorized in section 475.65. In the event of any omission, error, or mistake in any of the proceedings required precedent to the ordering of any improvement, the validity of the obligations shall not be affected thereby. The council shall cause all further actions and proceedings to be taken with due diligence that are required for the construction of each improvement financed wholly or partly from the proceeds of obligations issued hereunder, and for the final and valid levy of special assessments and the appropriation of any other funds needed to pay the obligations and interest thereon when due.

Subd. 2. **Types of obligations permitted.** The council may by resolution adopted prior to the sale of obligations pledge the full faith, credit, and taxing power of the municipality for the payment of the principal and interest. Such obligations shall be called improvement bonds and the council shall pay the principal and interest out of any fund of the municipality when the amount credited to the specified fund is insufficient for the purpose and shall each year levy a sufficient amount to take care of accumulated or anticipated deficiencies, which levy shall not be subject to any statutory or charter tax limitation. Obligations for the payment of which the full faith and credit of the municipality is not pledged shall be called assessment revenue notes or, in the case of bonds for fire protection, revenue bonds and shall contain a promise to pay solely out of the proper special fund or funds pledged to their payment. It shall be the duty of the municipal treasurer to pay maturing principal and interest on warrants or revenue bonds out of funds on hand in the proper funds and not otherwise.

Subd. 3. **Method of issuance.** All obligations shall be issued in accordance with the provisions of chapter 475, except as provided in this subdivision.

An election shall be required for bonds if less than 20 percent of the cost of the improvement to the municipality is to be assessed against benefited property.

If the full faith, credit, and taxing power of the municipality is not pledged and the bonds are issued to finance a fire protection system, a public sale shall not be required and the obligations may

(1) mature at any time or times within 30 years from date of issue; or 40 years or the useful life of the asset, whichever is less, for municipal water and wastewater treatment systems and essential community facilities financed or guaranteed by the United States Department of Agriculture;

(2) mature in the amount or amounts;

(3) be sold at a price equal to the percentage of their par value, plus accrued interest; and

(4) bear interest at the rate or rates,

as agreed by the purchaser and the municipality, notwithstanding any limitation of interest rate or cost or of the amounts of annual maturities contained in any other law.

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The maturities shall be such as in the opinion of the council are warranted by the anticipated collections of assessments and ad valorem levies for the municipality's share of the cost; except that the council may in its discretion issue and sell temporary improvement bonds maturing and subject to further conditions as set forth in subdivision 5. All obligations shall state upon their face the purpose of the issue and the fund from which they are payable. The amount of any obligations issued hereunder shall not be included in determining the net indebtedness of any municipality under the provisions of any law limiting such indebtedness.

Subd. 4. **Funds.** The proceeds from the sale of each issue of obligations and from collections of special assessments levied and other moneys appropriated for each improvement to be financed wholly or partly from such proceeds shall be credited to a separate construction fund which shall be used solely to defray expenses of such improvements and payment of principal and interest due upon the obligations prior to completion and payment of all costs of the improvements so financed. Any balance of the proceeds of bonds remaining therein may be used to pay the cost, in whole or in part, of any other improvement instituted pursuant to this chapter. A separate account shall be maintained in the construction fund to record expenditures for each improvement, and when the total cost thereof has been paid all subsequent collections of special assessments levied for the improvement shall be credited and paid into the debt service fund for the obligations issued to finance the improvement, as provided in section 475.61. Any taxes levied for improvements financed by an issue of obligations shall be credited directly to the debt service fund.

Subd. 5. **Temporary improvement bonds.** In anticipation of the issuance of improvement bonds, the council may by resolution issue and sell temporary improvement bonds maturing within not more than three years from their date of issue to pay any part or all of the cost of one or more improvements. To the extent that the principal of and interest on the temporary improvement bonds cannot be paid when due from receipts of special assessments, taxes, or other funds appropriated for the purpose, they shall be paid from the proceeds of improvement bonds or additional temporary improvement bonds which the council shall offer for sale in advance of their maturity but the indebtedness funded by an issue of temporary improvement bonds shall not be extended by the issue of additional temporary improvement bonds for more than six years from the date of the first issue. The holders of any temporary improvement bonds shall have and may enforce, by mandamus or other appropriate proceedings, all rights respecting the levy and collection of sufficient special assessments and taxes to pay the cost of the improvements financed by them which are granted by law to holders of improvement bonds, except the right to require the levies to be collected prior to the maturity of the temporary improvement bonds. If any temporary improvement bonds are not paid in full at maturity, the holders may require the issuance in exchange for them, at par, of new temporary improvement bonds maturing within one year from their date of issue (but not subject to any other maturity limitation), and bearing interest at the maximum rate permitted by law.

Subd. 6. **Investment of other municipal funds.** Funds of a municipality may be invested in its temporary improvement bonds in accordance with the provisions of section 118A.04, and may be purchased upon their initial issue, but shall be purchased only from funds which the council determines will not be required for other purposes before the maturity date, and shall be resold before maturity only in case of emergency. If purchased from a debt service fund securing other bonds, the holders of those bonds may enforce the municipality's obligations on the temporary improvement bonds in the same manner as if they held the temporary improvement bonds.

Subd. 7. **General obligation temporary improvement bonds.** The council may by resolution adopted prior to the sale of any temporary improvement bonds pledge the full faith, credit, and taxing power of the municipality for the payment of the principal and interest, in addition to all provisions made for their security in subdivision 5. In this event the bonds shall be designated as general obligation temporary improvement

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bonds, and the council shall levy taxes for their payment in accordance with section 475.61. Proceeds of improvement bonds or temporary improvement bonds not yet sold may be treated as pledged revenues, in reduction of the tax otherwise required by section 475.61 to be levied prior to delivery of the obligations.

Subd. 7a. **Revolving fund bonds.** The council may by resolution establish a revolving fund for the payment of the costs of any improvement or any waterworks systems, sewer systems, or storm sewer systems described in section 444.075, the costs of facilities to maintain streets and water, sewer, and storm sewer systems and for the payment of any obligations issued to pay the costs of the facilities and systems referred to in this subdivision or to refund obligations issued for those purposes. The council may create within the revolving fund a separate construction account into which the municipality may deposit the proceeds of any obligations payable from the fund, the proceeds of any special assessments collected with respect to any improvement, any net revenues of a waterworks, sewer system, or storm sewer system described in section 444.075 or any other available funds of the municipality appropriated to it. Amounts on deposit in the construction account may be used to pay the costs of any improvement or any waterworks, sewer system, or storm sewer system described in section 444.075 or any street or water, sewer, or storm sewer maintenance facilities. No funds may be expended for an improvement unless at least 20 percent of the costs of each such improvement is to be assessed against benefited property. No funds may be expended for a waterworks, sewer system, or storm sewer system, other than a sewer system described in section 115.46, or maintenance facilities unless the council estimates that the costs will be recovered from the net revenues of the system or any combined waterworks, sewer systems, or storm sewer systems operated by the municipality. The council may also create a separate debt service account within the revolving fund for the payment of principal of and interest on any obligations payable therefrom. Notwithstanding subdivision 4, the council is not required to pledge any particular assessments or other revenues to the payment of the obligations. Collections of special assessments or net revenues may be deposited in either the construction account or the debt service account as the council or an officer designated by the council may determine, having due regard for anticipated collections of special assessments and net revenues from improvements or waterworks, sewer systems, or storm sewer systems financed in whole or in part from the construction account, and taxes levied for the payment of the obligations. The council may issue obligations that are payable primarily from the debt service account for the purpose of providing funds to defray in whole or in part any expenses incurred or estimated to be incurred in making the improvement or improvements or in constructing the waterworks, sewer system, or storm sewer system, including every item of cost of the kinds authorized by section 475.65, and street and water, sewer, and storm sewer maintenance facilities or to refund obligations previously issued under this section or section 115.46 or 444.075. The obligations may be general obligations to which the full faith and credit of the municipality are pledged. If the special assessments to be levied and net revenues estimated to be available for their payment are estimated to be at least 20 percent of the principal amount of the obligations, the obligations may be issued without an election and shall not be included in determining the net indebtedness of the municipality under the provisions of any law limiting net indebtedness. The cost of a maintenance facility that may be financed under this subdivision is limited only to the portion of the facility that is fairly allocable to the maintenance of streets and water, sewer, and storm sewer systems.

Subd. 8. **Application; limitations under federal tax law.** Sections 474A.01 to 474A.21 apply to any issuance of obligations under this section which are subject to limitation under a federal tax law as defined in section 474A.02, subdivision 8.

History: *1953 c 398 s 9; 1955 c 811 s 3-5; 1957 c 385 s 1; 1965 c 877 s 5; 1976 c 324 s 19-21; 1981 c 171 s 1-4; 1984 c 548 s 6; 1984 c 582 s 5,6,23; 1984 c 591 s 4,5; 1984 c 633 s 4; 1Sp1985 c 14 art 8 s 63; 1986 c 465 art 1 s 3; 1987 c 344 s 4,5; 1992 c 545 art 2 s 4; 1996 c 297 s 1; 1996 c 399 art 2 s 12; 2000 c 260 s 57; 2001 c 214 s 11*

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429.10 [Repealed, 1953 c 398 s 13]

429.101 UNPAID SPECIAL CHARGES MAY BE SPECIAL ASSESSMENTS.

Subdivision 1. **Ordinances.** (a) In addition to any other method authorized by law or charter, the governing body of any municipality may provide for the collection of unpaid special charges as a special assessment against the property benefited for all or any part of the cost of:

(1) snow, ice, or rubbish removal from sidewalks;

(2) weed elimination from streets or private property;

(3) removal or elimination of public health or safety hazards from private property, excluding any structure included under the provisions of sections 463.15 to 463.26;

(4) installation or repair of water service lines, street sprinkling or other dust treatment of streets;

(5) the trimming and care of trees and the removal of unsound trees from any street;

(6) the treatment and removal of insect infested or diseased trees on private property, the repair of sidewalks and alleys;

(7) the operation of a street lighting system;

(8) the operation and maintenance of a fire protection or a pedestrian skyway system;

(9) inspections relating to a municipal housing maintenance code violation;

(10) the recovery of any disbursements under section 504B.445, subdivision 4, clause (5), including disbursements for payment of utility bills and other services, even if provided by a third party, necessary to remedy violations as described in section 504B.445, subdivision 4, clause (2); or

(11) [Repealed, 2004 c 275 s 5]

(12) the recovery of delinquent vacant building registration fees under a municipal program designed to identify and register vacant buildings.

(b) The council may by ordinance adopt regulations consistent with this section to make this authority effective, including, at the option of the council, provisions for placing primary responsibility upon the property owner or occupant to do the work personally (except in the case of street sprinkling or other dust treatment, alley repair, tree trimming, care, and removal, or the operation of a street lighting system) upon notice before the work is undertaken, and for collection from the property owner or other person served of the charges when due before unpaid charges are made a special assessment.

(c) A home rule charter city, statutory city, county, or town operating an energy improvements financing program under section 216C.436 or 216C.437 has the authority granted to a municipality under paragraph (a) with respect to energy improvements financed under that section.

Subd. 2. **Procedure for assessment.** Any special assessment levied under subdivision 1 shall be payable in a single installment, or by up to ten equal annual installments as the council may provide, except that a special assessment made under an energy improvements financing program under subdivision 1, paragraph (c), may be repayable in up to 20 equal installments. With these exceptions, sections 429.061, 429.071, and 429.081 shall apply to assessments made under this section.

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Subd. 3. **Issuance of obligations.** (a) After a contract for any of the work enumerated in subdivision 1 has been let, or the work commenced, the council may issue obligations to defray the expense of any such work financed in whole or in part by special charges and assessments imposed upon benefited property under this section.

(b) Section 429.091 shall apply to such obligations with the following modifications:

(1) such obligations shall be payable not more than two years from the date of issuance;

(2) the amount of such obligations issued at one time in a municipality shall not exceed the cost of such work during the ensuing six months as estimated by the council;

(3) a separate improvement fund shall be set up for each of the enumerated services referred to in subdivision 1 and financed under this section.

(c) Proceeds of special charges as well as special assessments and taxes shall be credited to such improvement fund.

History: *1953 c 398 s 10; 1955 c 811 s 6; 1963 c 771 s 5; 1965 c 323 s 2; 1973 c 337 s 1; 1974 c 340 s 1,2; 1984 c 548 s 7; 1984 c 582 s 7; 1984 c 591 s 6; 1984 c 633 s 5; 1986 c 444; 1Sp2003 c 21 art 11 s 29; 2004 c 275 s 2; 2008 c 366 art 6 s 42; 2010 c 216 s 22; 2013 c 85 art 8 s 6; 2018 c 155 s 36*

429.11 [Repealed, 1953 c 398 s 13]

429.111 CHARTER PROVISIONS, EFFECT.

Any city operating under a home rule charter may proceed either under this chapter or under its charter in making an improvement unless a home rule charter or amendment adopted after April 17, 1953, provides for making such improvement under this chapter or under the charter exclusively.

History: *1953 c 398 s 11; 1955 c 811 s 7; 1976 c 44 s 39*

429.12 [Repealed, 1953 c 398 s 13]

429.13 [Repealed, 1953 c 398 s 13]

429.14 [Repealed, 1953 c 398 s 13]

429.15 [Repealed, 1953 c 398 s 13]

429.16 [Repealed, 1953 c 398 s 13]

429.17 [Repealed, 1953 c 398 s 13]

429.18 [Repealed, 1953 c 398 s 13]

429.185 [Repealed, 1949 c 314 s 3]

429.19 [Renumbered 429.035]

429.20 [Renumbered 429.036]

429.21 [Repealed, 1953 c 398 s 13]

429.22 [Repealed, 1953 c 398 s 13]

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429.23 [Repealed, 1953 c 398 s 13]

429.24 [Repealed, 1953 c 398 s 13]

429.25 [Repealed, 1953 c 398 s 13]

429.27 [Repealed, 1953 c 398 s 13]

429.28 [Repealed, 1953 c 398 s 13]

429.29 [Repealed, 1953 c 398 s 13]

429.30 [Renumbered 435.36, subdivision 1]

429.31 [Renumbered 435.36, subd 2]

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

CC Regular Session **6. 2.**

Meeting Date: 10/08/2019

By: Bruce Westby, Engineering/Public Works

Information

Title:

Adopt Resolution #19-237 Adopting Assessment Roll Certifying Assessments for Improvement Project #19-03, Wood Pond Hills & Chestnut Ridge Street Reconstructions

Purpose/Background:

Purpose:

The purpose of this case is to conduct the required Assessment Hearing and adopt Resolution #19-237 adopting the final assessment roll certifying assessments for Improvement Project #19-03, Wood Pond Hills and Chestnut Ridge Street Reconstructions.

Background:

City Improvement Project #19-03, Wood Pond Hills and Chestnut Ridge Street Reconstructions, included the reconstruction of streets within the Wood Pond Hills and Chestnut Ridge neighborhoods including 146th Avenue, Helium Street, and Krypton Street. Maps attached to this case show the general location and scope of the proposed improvements.

Original Conditions

The streets within these developments were constructed between 1992 and 1994 as urban sections using bituminous pavement, surmountable concrete curb and gutter, and concrete storm sewer. These streets were constructed to a width of 30-feet from face-of-curb to face-of-curb, are generally centered within 60-foot wide right-of-ways, and measure approximately 3,310 linear feet (0.63 miles) in length. Attached is a street segments summary depicting the original conditions including PASER ratings, maintenance histories, and pavement section information obtained from ground penetrating radar.

The existing bituminous pavement section ranged between 1.6 and 5.0 inches thick, with a median thickness of 2.5 inches. The existing aggregate base section ranged between 1.3 and 8.4 inches thick, with a median thickness of 4.1 inches. Section thicknesses were obtained using Ground Penetrating Radar (GPR) analysis performed by Braun Intertec in 2017. The pavement section was built on generally poorly graded sand with silt subgrade material generally considered suitable for pavement support with proper conditioning.

The City annually evaluates and rates the condition of pavement on all City streets using the Pavement Surface Evaluation and Rating (PASER) system. In the summer of 2018, the pavement sections of the above referenced street segments had a PASER rating of 2, except the south half of Krypton Street, which was rated at 4. PASER ratings of 3 or less indicate the street requires reconstruction. Staff recommends reconstructing all streets, including the south half of Krypton Street. This will keep all pavement sections on the same maintenance schedule moving forward, and it would likely cost more to overlay the south half of Krypton Street due to additional contractors and mobilizations.

The storm sewer system consists of concrete catch basins that collect stormwater runoff from the curb and gutter, and concrete storm sewer pipes that route the runoff to stormwater ponding areas where the runoff is stored and treated. The storm sewer system was also inspected and was generally found to be in good operating condition so only minor maintenance work occurred including re-grouting of some structures and resetting castings.

Municipal utilities (sanitary sewer and watermain) exist under each of the streets. These utilities were inspected and were found to be in good operating condition so no improvements were needed with this project.

Completed Improvements
All damaged concrete curb and gutter sections were removed and replaced.

Existing bituminous pavement sections were reconstructed using the Full Depth Reclamation (FDR) process. This process involved reclaiming (grinding) the existing bituminous pavement section, along with a portion of the underlying aggregate base, then spreading the reclaim material over the reshaped and compacted remaining aggregate base. Excess reclaim material was removed and hauled off site to allow 3½-inches of new bituminous pavement to be placed over the remaining compacted reclaim material. This resulted in a 7-ton pavement design, which is the City standard for residential streets.

Construction was substantially complete by mid-July. The proposed improvements are anticipated to have a serviceable life of 60 years, assuming proactive maintenance operations are performed on a regular basis over the life of the improvements.

Public Comment
Staff conducted a public information meeting on Wednesday, November 7, 2018, to present the proposed improvements, estimated costs, funding program, and preliminary project schedule to benefiting property owners, and to receive public input on the project. Property owners from 3 of the 59 identified benefiting properties attended and none of the property owners generally objected to the project, and most of the questions pertained to special assessments, particularly payment options.

Staff met with numerous property owners during construction to coordinate construction of various improvements adjacent to or otherwise affecting the use of their properties.

At the time this case was prepared, no benefiting property owners had contacted Staff regarding their proposed assessment or the Assessment Hearing. If any formal comments or objections are received after this case is published, Staff will share this new information with Council prior to the Public Hearing.

Notification:

Notice for this Assessment Hearing was published in the City's official newspaper, the Anoka Union Herald, on Friday, September 20, 2019. Assessment Hearing Notices were also mailed to all benefiting property owners as required by Minnesota Statute Chapter 429. A copy of Statute 429 is attached to this case, as is a copy of the Notice mailed to benefiting property owners.

Anoka County requires that assessments be certified to the County Auditor by November 15, 2019 for collection on 2020 taxes. Property owners must therefore prepay their special assessments in full by November 15, 2019 to avoid paying interest.

Observations/Alternatives:

Observations:

Construction of this project is substantially complete. Only punch list work remains, which will be completed next spring or summer. As is standard practice on street reconstruction projects, the City will not issue final payment to the contractor until the following year to allow punch list work to be completed during next year's growing season. Most property owner concerns are related to grading and turf establishment so final payment is withheld until the following summer or fall so such concerns can be addressed.

Staff has received several complaints and concerns from property owners related to the application of the curb curing compound, which is done to make the old curb and gutter blend in with the spot curb replacements. Several property owners called to complain that the curing compound got on their vehicles. Staff instructed them to go to their preferred automobile detailer and to send the bill to the curb contractor for payment. No calls were received after these instructions were provided.

A letter was mailed to property owners recently so they understand that the City will be out on site again next spring to address any outstanding concerns before closing the project out.

Alternatives:
Alternative #1 – Adopt Resolution #19-237 adopting the final assessment roll certifying assessments for Improvement Project #19-03, Wood Pond Hills and Chestnut Ridge Street Reconstructions.

Alternative #2 – Deny adoption of Resolution #19-237 at this time.

Funding Source:

Project Costs

On May 14, 2019, the City Council accepted bids and awarded a construction contract to Omann Contracting Companies Inc. of Albertville, Minnesota, per their low bid of $304,916.53.

Street reconstruction project costs include 23% indirect costs for administrative (6%), engineering (15%), finance (1%), and legal (1%) costs. After adding 23-percent to the contractor's construction bid, the contracted project cost is $375,047.33.

The engineer's project cost estimate based on final plans was $327,938.11 therefore the contracted project cost is $47,109.22, or 14.4-percent, higher than the engineer's project cost estimate.

When preparing engineer's estimates, Staff uses unit bid prices from recent projects, then adjusts the unit prices for inflation based on the latest available information. The intent is for the engineer's estimate to fall within the middle of bids received, which has been the norm in recent years. Bids received for this project were significantly higher for bituminous pavement ($25,587) and concrete work ($11,535). Other cities also experienced higher bid prices this year, particularly on bituminous and concrete pay items.

Staff worked with the contractor to calculate final construction costs for this project, which were used to calculate final project costs to determine final assessments.

Final construction costs are $277,251.93 and final project costs are $341,019.87. This means final project costs were 3.99% greater than the engineer's estimate of project costs. Final assessments are therefore $1,445.00 per benefiting property based on assessing 25% of eligible project costs. This amount was included in the Assessment Hearing Notice published in the Anoka Union Herald, and was included in the Assessment Hearing Notices mailed to all benefiting property owners.

Funding Sources

Funding sources for this project include a combination of unexpended pavement management program funds, special assessments to benefiting properties, and stormwater utility funds.

Unexpended pavement management program funds

These funds include unspent 2013 budgeted pavement management project funds, plus 5-years of bond premiums and interest earnings.

Special Assessments

The City's Special Assessments Policy (attached) calls for special assessments to pay for up to 25% of eligible street reconstruction improvement costs. Special assessments are calculated using methods resulting in reasonable and equitable distribution of assessments that are uniform upon the same class of properties within the assessable

area. The test for determining the validity of a special assessment is whether the improvement for which the assessment was levied has increased the market value of the property against which the assessment was levied in at least the amount of the assessment.

Fifty-nine (59) benefiting properties receive special benefit from the improvements and are proposed to be assessed for eligible project costs. Eligible project costs include all costs except those related to subgrade corrections, widening or strengthening of pavement, and public utility improvements. None of these conditions were applicable to this project so all project costs are eligible for assessments.

The City of Ramsey's Special Assessments Policy identifies three optional methods for calculating assessments; Adjusted Front Footage, Area, and Per Lot. All recent residential street reconstruction projects used the Per Lot method to calculate assessments so Staff again applied the Per Lot method to calculate final assessments for this project.

Over the last four years, special benefit consultation reports have been prepared for each street reconstruction project, and the results of the reports were used to defend final assessment amounts. Special benefit consultation reports were not prepared this year since each report costs around $6,500 and this year's projects are similar enough to other projects that the results from those reports can be directly applied to this project. For this project, the Rivers Bend Street Reconstructions project report is most applicable, and the range of anticipated special benefit to each property identified within that report fell between $7,000 and $7,500.

On November 13, 2018, the City Council adopted a preliminary assessment amount of $1,303.70 per benefiting property. Proposed final assessments are therefore 10.84% greater than adopted preliminary assessments.

Recommendation:

Staff recommends Alternative #1.

Action:

Adopt Resolution #19-237 adopting the final assessment roll certifying assessments for Improvement Project #19-03, Wood Pond Hills and Chestnut Ridge Street Reconstructions.

Attachments

Resolution 19-237
IP1903 Assessment Map
IP1903 Assessment Roll
IP1903 AH Notice
Assessments Policy
Charter Chapter 8
Statute Chapter 429

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	10/03/2019 04:26 PM
Form Started By: Bruce Westby		Started On: 10/01/2019 04:58 AM
Final Approval Date: 10/03/2019		

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

RESOLUTION #19-237

RESOLUTION ADOPTING ASSESSMENT ROLL CERTIFYING ASSESSMENTS FOR IMPROVEMENT PROJECT #19-03, CHESTNUT RIDGE AND WOOD POND HILLS STREET RECONSTRUCTIONS

WHEREAS, pursuant to Ramsey City Council Resolution #18-177, adopted August 28, 2018, a Feasibility Report was prepared by the City Engineer with reference to proposed improvements to approximately 0.63 miles of streets within the Wood Pond Hills and Chestnut Ridge developments including 146th Avenue, Helium Street, and Krypton Street, including the reconstruction of streets and other appurtenant work; and

WHEREAS, pursuant to Ramsey City Council Resolution #18-221, adopted October 23, 2018, the Feasibility Report was received and accepted, and a Public Hearing was ordered for November 13, 2018 at 7 p.m., where the City Council considered the proposed improvements for said streets in accordance with the Feasibility Report; and

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

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

WHEREAS, pursuant to Ramsey City Council Resolution #18-231, adopted November 13, 2018, the City Council conducted a Public Hearing, approved the Feasibility Report, and ordered the City Engineer to prepare plans and specifications for the making of such improvements; and

WHEREAS, pursuant to Ramsey City Council Resolution #19-080, adopted March 26, 2019, the City Council accepted final plans and specifications and authorized advertisements for bids for said improvements; and

WHEREAS, bids were advertised in the Anoka Union Herald and in Finance and Commerce on March 29 and April 5, 2019; and

WHEREAS, bids were received, opened, and tabulated on May 1, 2019, and the following bids were found to comply with the advertisement for bids; and

CONTRACTOR	TOTAL BID
Omann Contracting Companies, Inc.	$304,916.53
Asphalt Surface Technologies, Corp.	$328,141.00
North Valley, Inc.	$336,586.72
Northwest	$361,974.76
Engineer's Estimate	*$267,156.35*

WHEREAS, pursuant to Ramsey City Council resolution #19-114, adopted May 14, 2019, the bid of Omann Contracting Companies, Inc. of Albertville, Minnesota, in the amount of $304,916.53 for the total bid for construction of the proposed improvements was accepted and a contract was let for said improvements; and

WHEREAS, pursuant to Ramsey City Council Resolution #19-218, adopted September 10, 2019, an assessment roll was ordered and an assessment hearing was called for October 8, 2019 for said improvements; and

WHEREAS, pursuant to proper notice duly given as required by law, the Council met, heard and passed upon all objections to the proposed assessment for the reconstruction of streets within the Wood Pond Hills and Chestnut Ridge developments including 146th Avenue, Helium Street, and Krypton Street, along with miscellaneous appurtenant improvements.

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

1) Such proposed assessment, a copy of which is attached and incorporated herein, is hereby accepted and constitutes the special assessment against the listed properties. Each listed property is hereby found to be benefited by the proposed improvement in the amount of the assessment levied against it.

2) Such assessment shall be payable in equal annual installments extending over a period of 10 years, and shall bear interest at the rate of 3.90 percent per annum from the date of the adoption of this assessment resolution. To the first installment shall be added interest on the entire assessment from the date of this assessment resolution until December 31, 2020. To each subsequent installment when due shall be added interest for 1 year on all unpaid installments.

3) The owner of any property so assessed may, at any time prior to certification of the assessment to the County Auditor, pay the whole of the assessment on such property, with interest accrued to the date of payment, to the City Finance Office, except that no interest shall be charged if the entire assessment is paid before November 15, 2019. Such payment must be made by November 15 or interest will be charged through December 31 of the succeeding year. In subsequent years, the property owner may at any time pay to the City the balance of the assessment remaining unpaid after the current year, provided such payment is made before November 15.

4) The City Clerk shall transmit a certification of this assessment to the Anoka County Auditor's Office to be extended on the property tax lists of the County. Such assessments shall be collected and paid in the same manner as other municipal taxes.

The motion of 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 8th day of October, 2019.

_____
Mayor

ATTEST:

_____
City Clerk



WOOD POND HILLS & CHESTNUT RIDGE ASSESSABLE PROPERTIES

0 125 250 375

SCALE (FEET)

N

City of RAMSEY

FINAL ASSESSMENT ROLL - 19-03 WOOD POND HILLS & CHESTNUT RIDGE STREET RECONSTRUCTIONS							
PID	**Current Property Owner**	**Address**	**City**	**State**	**Zip**	**Assessable Units**	**Proposed Assessment**
253225220005	CURRENT PROPERTY OWNER	14729 HELIUM ST NW	RAMSEY	MN	55303	1	$ 1,445.00
253225220006	CURRENT PROPERTY OWNER	14715 HELIUM ST NW	RAMSEY	MN	55303	1	$ 1,445.00
253225220007	CURRENT PROPERTY OWNER	14701 HELIUM ST NW	RAMSEY	MN	55303	1	$ 1,445.00
253225220008	CURRENT PROPERTY OWNER	14685 HELIUM ST NW	RAMSEY	MN	55303	1	$ 1,445.00
253225230008	CURRENT PROPERTY OWNER	14671 HELIUM ST NW	RAMSEY	MN	55303	1	$ 1,445.00
253225230009	CURRENT PROPERTY OWNER	14657 HELIUM ST NW	RAMSEY	MN	55303	1	$ 1,445.00
253225230010	CURRENT PROPERTY OWNER	14643 HELIUM ST NW	RAMSEY	MN	55303	1	$ 1,445.00
253225230011	CURRENT PROPERTY OWNER	14629 HELIUM ST NW	RAMSEY	MN	55303	1	$ 1,445.00
253225230012	CURRENT PROPERTY OWNER	14615 HELIUM ST NW	RAMSEY	MN	55303	1	$ 1,445.00
253225230013	CURRENT PROPERTY OWNER	14601 HELIUM ST NW	RAMSEY	MN	55303	1	$ 1,445.00
253225230014	CURRENT PROPERTY OWNER	14670 HELIUM ST NW	RAMSEY	MN	55303	1	$ 1,445.00
253225230015	CURRENT PROPERTY OWNER	14656 HELIUM ST NW	RAMSEY	MN	55303	1	$ 1,445.00
253225230016	CURRENT PROPERTY OWNER	14642 HELIUM ST NW	RAMSEY	MN	55303	1	$ 1,445.00
253225230017	CURRENT PROPERTY OWNER	14628 HELIUM ST NW	RAMSEY	MN	55303	1	$ 1,445.00
253225230018	CURRENT PROPERTY OWNER	14614 HELIUM ST NW	RAMSEY	MN	55303	1	$ 1,445.00
253225230019	CURRENT PROPERTY OWNER	14600 HELIUM ST NW	RAMSEY	MN	55303	1	$ 1,445.00
253225230030	CURRENT PROPERTY OWNER	5581 146TH AVE NW	RAMSEY	MN	55303	1	$ 1,445.00
253225230031	CURRENT PROPERTY OWNER	5571 146TH AVE NW	RAMSEY	MN	55303	1	$ 1,445.00
253225230054	CURRENT PROPERTY OWNER	5560 146TH AVE NW	RAMSEY	MN	55303	1	$ 1,445.00
263225110019	CURRENT PROPERTY OWNER	14714 HELIUM ST NW	RAMSEY	MN	55303	1	$ 1,445.00
263225110020	CURRENT PROPERTY OWNER	14700 HELIUM ST NW	RAMSEY	MN	55303	1	$ 1,445.00
263225130021	CURRENT PROPERTY OWNER	14602 KRYPTON ST NW	RAMSEY	MN	55303	1	$ 1,445.00
263225130022	CURRENT PROPERTY OWNER	14588 KRYPTON ST NW	RAMSEY	MN	55303	1	$ 1,445.00
263225130023	CURRENT PROPERTY OWNER	14574 KRYPTON ST NW	RAMSEY	MN	55303	1	$ 1,445.00
263225130024	CURRENT PROPERTY OWNER	14560 KRYPTON ST NW	RAMSEY	MN	55303	1	$ 1,445.00
263225130025	CURRENT PROPERTY OWNER	14546 KRYPTON ST NW	RAMSEY	MN	55303	1	$ 1,445.00
263225130026	CURRENT PROPERTY OWNER	14532 KRYPTON ST NW	RAMSEY	MN	55303	1	$ 1,445.00
263225130027	CURRENT PROPERTY OWNER	14531 KRYPTON ST NW	RAMSEY	MN	55303	1	$ 1,445.00
263225130028	CURRENT PROPERTY OWNER	14545 KRYPTON ST NW	RAMSEY	MN	55303	1	$ 1,445.00
263225130029	CURRENT PROPERTY OWNER	14559 KRYPTON ST NW	RAMSEY	MN	55303	1	$ 1,445.00
263225130030	CURRENT PROPERTY OWNER	14573 KRYPTON ST NW	RAMSEY	MN	55303	1	$ 1,445.00
263225130031	CURRENT PROPERTY OWNER	14587 KRYPTON ST NW	RAMSEY	MN	55303	1	$ 1,445.00
263225140002	CURRENT PROPERTY OWNER	14684 HELIUM ST NW	RAMSEY	MN	55303	1	$ 1,445.00
263225140003	CURRENT PROPERTY OWNER	14671 KRYPTON ST NW	RAMSEY	MN	55303	1	$ 1,445.00
263225140004	CURRENT PROPERTY OWNER	14685 KRYPTON ST NW	RAMSEY	MN	55303	1	$ 1,445.00
263225140005	CURRENT PROPERTY OWNER	14701 KRYPTON ST NW	RAMSEY	MN	55303	1	$ 1,445.00
263225140006	CURRENT PROPERTY OWNER	14715 KRYPTON ST NW	RAMSEY	MN	55303	1	$ 1,445.00
263225140007	CURRENT PROPERTY OWNER	14729 KRYPTON ST NW	RAMSEY	MN	55303	1	$ 1,445.00
263225140008	CURRENT PROPERTY OWNER	14615 KRYPTON ST NW	RAMSEY	MN	55303	1	$ 1,445.00
263225140009	CURRENT PROPERTY OWNER	14629 KRYPTON ST NW	RAMSEY	MN	55303	1	$ 1,445.00
263225140010	CURRENT PROPERTY OWNER	14643 KRYPTON ST NW	RAMSEY	MN	55303	1	$ 1,445.00
263225140011	CURRENT PROPERTY OWNER	14642 KRYPTON ST NW	RAMSEY	MN	55303	1	$ 1,445.00
263225140012	CURRENT PROPERTY OWNER	14670 KRYPTON ST NW	RAMSEY	MN	55303	1	$ 1,445.00
263225140013	CURRENT PROPERTY OWNER	14684 KRYPTON ST NW	RAMSEY	MN	55303	1	$ 1,445.00
263225140014	CURRENT PROPERTY OWNER	14700 KRYPTON ST NW	RAMSEY	MN	55303	1	$ 1,445.00
263225140015	CURRENT PROPERTY OWNER	14714 KRYPTON ST NW	RAMSEY	MN	55303	1	$ 1,445.00
263225140016	RAMSEY CITY OF		RAMSEY	MN	55303	1	$ 1,445.00
263225140048	CURRENT PROPERTY OWNER	5681 146TH AVE NW	RAMSEY	MN	55303	1	$ 1,445.00
263225140049	CURRENT PROPERTY OWNER	5671 146TH AVE NW	RAMSEY	MN	55303	1	$ 1,445.00
263225140050	CURRENT PROPERTY OWNER	5651 146TH AVE NW	RAMSEY	MN	55303	1	$ 1,445.00
263225140051	CURRENT PROPERTY OWNER	5641 146TH AVE NW	RAMSEY	MN	55303	1	$ 1,445.00
263225140052	CURRENT PROPERTY OWNER	5631 146TH AVE NW	RAMSEY	MN	55303	1	$ 1,445.00
263225140053	CURRENT PROPERTY OWNER	5621 146TH AVE NW	RAMSEY	MN	55303	1	$ 1,445.00
263225140054	CURRENT PROPERTY OWNER	5601 146TH AVE NW	RAMSEY	MN	55303	1	$ 1,445.00
263225140066	CURRENT PROPERTY OWNER	14601 KRYPTON ST NW	RAMSEY	MN	55303	1	$ 1,445.00
263225140080	CURRENT PROPERTY OWNER	5680 146TH AVE NW	RAMSEY	MN	55303	1	$ 1,445.00
263225140081	CURRENT PROPERTY OWNER	5670 146TH AVE NW	RAMSEY	MN	55303	1	$ 1,445.00
263225140082	CURRENT PROPERTY OWNER	5650 146TH AVE NW	RAMSEY	MN	55303	1	$ 1,445.00
263225140086	CURRENT PROPERTY OWNER	5640 146TH AVE NW	RAMSEY	MN	55303	1	$ 1,445.00
					Totals	**59**	**$ 85,255.00**

NOTICE OF PUBLIC HEARING AND ASSESSMENT FOR
CITY IMPROVEMENT PROJECT NO. 19-03
WOOD POND HILLS AND CHESTNUT RIDGE STREET RECONSTRUCTIONS

CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA

TO WHOM IT MAY CONCERN:

Notice is hereby given that the Ramsey City Council will hold a public hearing at 7:00 p.m. on Tuesday, October 8, 2019 in the Council Chambers at the Ramsey Municipal Center, 7550 Sunwood Drive NW, to consider, and possibly adopt, proposed assessments against benefiting properties for Improvement Project #19-03, which generally consists of the reconstruction of 146th Avenue from Highway 5/Nowthen Boulevard to Junkite Street, Helium Street from Sunwood Drive to 146th Avenue, and Krypton Street from Sunwood Drive to its termini cul-de-sac.

Adoption by the Council of the proposed assessment may occur at the hearing.

The amount to be specially assessed against your particular lot, piece, or parcel of land (the property identification number is listed on your mailing envelope) is **$ 1,445.00**. The total estimated cost of the above described project is $ 341,019.87. The total amount of the proposed assessment for this project is estimated to be $ 85,255.00, which equals 25 percent of the cost of the improvements, pursuant to Minnesota Statutes Sections 429.011 to 429.111, Chapter 8 of the Ramsey City Charter, and the City of Ramsey Special Assessments Policy.

Such assessment is proposed to be payable in equal annual installments extending over a period of 10 years, and will bear interest at the rate of 3.90 percent per annum from the date of the adoption of the assessment resolution. To the first installment shall be added interest on the entire assessment from the date of the assessment resolution until December 31, 2020. To each subsequent installment when due shall be added interest for 1 year on all unpaid installments.

Prior to certification of the assessment to the county auditor, the owner of any property so assessed may pay the entire assessment on such property, with interest accrued to the date of payment, to the City Finance Office. No interest shall be charged if the entire assessment is paid before November 15, 2019. At any time thereafter, payment may be made to the City Finance Office for the entire amount of the assessment remaining unpaid, with interest accrued to December 31 of the year in which such payment is made. Such payment must be made before November 15 or interest will be charged through December 31 of the succeeding year. The right to partially prepay the assessment is not available.

The proposed assessment roll is on file for public inspection at the City Clerk's office. Written or oral objections will be considered at the hearing. No appeal to District Court may be taken as to the amount of an assessment unless a written objection signed by the affected property owner is filed with the municipal clerk prior to the assessment hearing or presented to the presiding officer at the hearing. The Council may upon such notice consider any objection to the amount of a proposed individual assessment at an adjourned meeting upon such further notice to the affected property owners as it deems advisable.

Assessment deferral for senior citizens and totally disabled persons

Under Minnesota Statute Sections 435.193 to 435.195, and City Code Section 46.4, the Council may, in its discretion, defer the payment of this special assessment for any homestead property owned by persons 65 years of age or older or by persons retired by virtue of a permanent and total disability. When deferment of the special assessment has been granted and is terminated for any other reason provided in that law and City Code Section 46.4, all amounts accumulated plus applicable interest become due. Any assessed property owner meeting the requirement of this law and City Code Section 46.4, may, within 30 days of the confirmation of the assessment, apply to the City Clerk for the prescribed form for such deferral of payment of this special assessment on his/her property.

Right to appeal to District Court

An owner may appeal an assessment to District Court pursuant to Minnesota Statute Section 429.081 by serving notice of the appeal upon the mayor or clerk of the City within 30 days after the adoption of the assessment, and filing such notice with the District Court within 10 days after service upon the mayor or clerk.

Dated: September 19, 2019

Bruce Westby, P.E.
City Engineer

SCHEDULE OF PAYMENT

The special assessment of such improvement to your property is $1,445.00. This cost will be assessed over 10 years at 3.90 percent interest per year. Listed below is a breakdown of the yearly principal and interest costs. Please note the change in the first year's interest cost. The first year's interest covers a period of 450 days from October 8, 2019 to December 31, 2020.

Year	Principal	3.90% Interest	Payment Amount	Pay-off Balance
				$1,445.00
2020	$ 144.50	$ 69.48	$ 213.98	$1,300.50
2021	$ 144.50	$ 50.72	$ 195.22	$1,156.00
2022	$ 144.50	$ 45.08	$ 189.58	$1,011.50
2023	$ 144.50	$ 39.45	$ 183.95	$ 867.00
2024	$ 144.50	$ 33.81	$ 178.31	$ 722.50
2025	$ 144.50	$ 28.18	$ 172.68	$ 578.00
2026	$ 144.50	$ 22.54	$ 167.04	$ 433.50
2027	$ 144.50	$ 16.91	$ 161.41	$ 289.00
2028	$ 144.50	$ 11.27	$ 155.77	$ 144.50
2029	$ 144.50	$ 5.64	$ 150.14	$ 00.00
Total	$ 1,445.00	$ 323.08	$ 1,768.08	

Please call Bruce Westby, City Engineer, at 763-427-1410 with questions.

REMITTANCE ADVICE

PROJECT # IP 19-03 Wood Pond Hills and Chestnut Ridge Street Reconstructions

AMOUNT DUE $ **1,445.00**

In order to pay the above Special Assessment IN FULL before it is certified to the County and included on your property tax statement for 2020, payment for the full amount must be made to the City of Ramsey between October 8 and November 15, 2019.

For your records:

Check #: _____ Amount $_____ Date: _____

PAYMENT OPTIONS

Credit/Debit Card
Access account balance and make payment using the city's online web store, Rams*E*Pay. Enjoy fast and free 24 hour access and acceptance of VISA, MasterCard, Discover Card, and debit cards. Credit cards are also accepted over the phone by calling (763) 427-1410.

U.S. Mail
Payments sent via the U.S. Postal Service are received at our processing center. Please include the bottom portion of this form with your check payment. Mail to:
City of Ramsey
7550 Sunwood Drive NW
Ramsey, MN 55303

Drop Box
A drop box is conveniently located at the Ramsey Municipal Center. The Municipal Center is located at 7550 Sunwood Drive NW and the drop box is located on the south side of the building in the main parking lot. Please include the bottom portion of this form with your check payment.

In-Person
Resident's may bring their payment directly to the Ramsey Municipal Center. The Municipal Center is located at 7550 Sunwood Drive NW. This is the best option if you are paying in cash. A receipt will be given by our cashier.

Please detach and return this portion with your payment.

Payment must be received at the City before November 15, 2019.

City of Ramsey
7550 Sunwood Drive NW
Ramsey MN 55303

Project # IP 19-03 Wood Pond Hills and Chestnut Ridge Street Reconstructions

Amount Enclosed $_____

PIN #: _____
(this # can be found on the front of the envelope just above your name)

Property Address: _____

SPECIAL ASSESSMENTS POLICY AND PROCEDURES FOR PUBLIC IMPROVEMENTS AND MAINTENANCE COSTS

SECTION 1. General Policy Statement.
SECTION 2. Improvements and Maintenance Costs Eligible for Special Assessment.
SECTION 3. Initiation of Public Improvement Projects.
SECTION 4. Public Improvement Procedures.
SECTION 5. Financing of Public Improvements.
SECTION 6. General Assessment Policies.
SECTION 7. Methods of Assessment.
SECTION 8. Standards for Public Improvement Projects.
SECTION 9. Policies of Reassessment.
SECTION 10. Assessment Computations.
SECTION 11. Deferment of Assessments.

SECTION 1. GENERAL POLICY STATEMENT.

The purpose of this policy is to establish a fair and equitable manner of assessing the increase in market value (special benefit) associated with public improvements. The procedures used by the City for levying special assessments are those specified by the City Charter and Minnesota Statutes Chapter 429, which provide that all or a part of the cost of improvements may be assessed against benefiting properties.

Three basic criteria must be satisfied before a particular parcel can be assessed. The criteria are as follows:

1. The land must have received special benefit from the improvement.
2. The amount of the assessment must not exceed the special benefit.
3. The assessment must be uniform in relation to the same class of property within the assessment area.

It is important to recognize that the actual cost of extending an improvement past or through a particular parcel is not the controlling factor in determining the amount to be assessed. However, in many cases the method for assigning the value of the benefit received by the improvement, and therefore the amount to be assessed, will focus on calculating the proportionate cost of providing the improvement, provided the cost does not exceed the increase in property market value resulting from the improvement. The entire project shall be considered as a whole for the purpose of calculating and computing an assessment rate. In the event City staff has doubt as to whether the costs of the project may exceed the special benefits to the property, the City Council may obtain such appraisals as may be necessary to support the proposed assessment.

The assessment policy is intended to serve as a guide for a systematic assessment process in the City. There may be exceptions to the policy or unique circumstances or situations that may require special consideration and discretion by City staff and the City Council.

SECTION 2. IMPROVEMENTS AND MAINTENANCE COSTS ELIGIBLE FOR SPECIAL ASSESSMENT.

Subd. 1. Public improvements, and related acquisition, construction, extension, and maintenance of such improvements, authorized by Minnesota Statutes, Sections 429.021 and 459.14, subd. 7, that are eligible for special assessment within the City include the following:

1. Streets, sidewalks, pavement, curbs and gutters, including the beautification thereof.
2. Parking lots.
3. Water works systems and appurtenances, within and without the corporate limits.
4. Sanitary sewer and storm sewer systems including appurtenances, within and without the corporate limits.
5. Street boulevard trees.
6. Street lights, street lighting systems and special lighting systems.
7. Steam heating mains.
8. Parks, playgrounds, and recreational facilities, including the purchase of equipment, within or without the corporate limits.
9. Abatement of nuisances, including but not limited to, draining and filling swamps, marshes, and ponds on public and private property.
10. Dikes and other flood control works.
11. Retaining walls and area walls.
12. A pedestrian skyway system upon a petition pursuant to section 429.031, subdivision 3.
13. Underground pedestrian concourses.
14. Public malls, plazas or courtyards.
15. District heating systems.
16. Fire protection systems in existing buildings upon a petition pursuant to section 429.031, subdivision 3.
17. Highway sound barriers.
18. Gas and electric distribution facilities.

Subd. 2. The City is also authorized by ordinance adopted pursuant to Minnesota Statutes Section 429.101 to recover, through special assessment, certain costs, including the following:

1. Snow, ice, or rubbish removal from sidewalks.
2. Weed elimination from streets or private property.
3. Removal or elimination of public health or safety hazards from private property excluding any structure included under the provisions of Minnesota Statutes, sections 463.15 to 463.26.
4. Installation or repair of water service lines, street sprinkling, sweeping, or other dust treatment of streets.
5. The trimming and care of trees and the removal of unsound trees from any street.
6. The treatment and removal of insect infested or diseased trees on private property.
7. The repair of sidewalks and alleys.
8. The operation of a street lighting system.
9. The operation and maintenance of a fire protection or a pedestrian skyway system.

SECTION 3. INITIATION OF PUBLIC IMPROVEMENT PROJECTS.

Public improvement projects can be initiated in the following ways.

1. Public improvement projects may be initiated by petition of owners of not less than 50% in frontage of the property abutting the proposed improvement in accordance with the provisions of Section 8.4.2 of the City Charter.

2. Public improvements also may be initiated by the City Council when, in its judgment, such action is required and is in accordance with the provisions of Chapter 8 of the City Charter.

3. A resolution ordering any improvements initiated by the Council requires a four-fifths majority vote of all members of the Council. A resolution ordering any improvements petitioned for by owners of not less than 50% of abutting property owners requires a majority vote of all members of the Council. A resolution ordering any improvements initiated by all owners of abutting property, and assessing the entire cost against their property, may be adopted without a public hearing. The Council may consider the request of a Developer to construct the improvements and assess them.

SECTION 4. PUBLIC IMPROVEMENT PROCEDURE.

The following is the general procedure followed by the City Council for all public improvement projects from initiation of such a project through certification of the assessment roll to the County Auditor. Formats for the various reports and resolutions referenced in this section are made a part of the policies and procedures of the City**. Applicable state law and City Charter provisions take precedence over the following general procedure.**

1. Staff reviews the petition or Developer's request for submission to Council.
2. Council accepts or rejects the petition or request. If based upon a petition, the Council adopts a resolution declaring whether the required percentage of property owners signed the petition. If the petition or request is accepted, Council orders the preparation of a feasibility report.
3. Staff prepares the feasibility report. The report shall preliminarily evaluate whether the proposed improvement is necessary, cost-effective, and feasible and whether it should be made as proposed or in conjunction with another project. The report shall include an estimate of the cost of the improvement as proposed. Council may refer the report to the Planning and Zoning Commission.
4. Council accepts or rejects the feasibility report. If accepted, Council orders a public hearing on the improvements.
5. Staff posts and publishes the hearing notice and mails notices to affected property owners as provided in Minn. Stat. § 429.031(a).
6. Council conducts a public hearing.
7. Within six (6) months of the hearing date, but no sooner than sixty (60) days after per City Charter § 8.4.1, Council adopts or rejects a resolution ordering the improvement to be constructed and advertisement of bids. If adopted, staff prepares final plans, advertises for and opens bids as provided in Minn. Stat. § 429.041, prepares a bid tabulation, makes a recommendation to City Council for award, and prepares a proposed assessment roll. Bonds to finance project costs may be issued at any time after the improvements are ordered.

8. Council reviews the proposed assessment roll and orders an assessment hearing.
9. Staff publishes a hearing notice and mails notice of the hearing date and proposed assessments to the affected property owners as provided in Minn. Stat. § 429.061.
10. Council conducts the assessment hearing and adopts, revises, or rejects the resolution determining the amount of the total expense the City will pay, if any, and establishing the assessment roll. If adopted, Council authorizes certification of the assessment to the County Auditor.
11. Council awards contracts based on the bids received.
12. Staff certifies the assessment roll to the County Auditor.
13. Staff supervises construction and prepares payments.

SECTION 5. FINANCING OF PUBLIC IMPROVEMENTS.

The City encourages public improvement projects when the area benefiting and needing such improvements develop. Examples of this policy can be seen through the subdivision regulations, zoning ordinance, and building codes. Developers are required to provide the needed improvements and services before development occurs, thereby avoiding unexpected hardships on the property owners purchasing such property and the general public. However, it is recognized that certain areas of the City have developed without all needed public improvements (e.g. parks, water, sewer, and street improvements) and that methods must be found to provide these improvements without causing undue hardships on the general public or the individual property owners.

Special assessments are generally accepted as a means by which areas can obtain improvements or services; however, the method of financing assessment is a critical factor to both the City and the property owner. Full project costs spread over a very short term can cause an undue hardship on the property owner and, likewise, city costs and systems costs spread over a long period of time can cause an undue hardship on the City.

It is the policy of the City to not defer assessments except in cases where hardship to senior citizens 65 years of age or older, or persons retired by virtue of a permanent and total disability, would result. Also, the City Council may elect to defer assessments on undeveloped land for a specified length of time or until the lands are developed. Terms and conditions of any such deferral will be established in the resolution adopting the assessments.

SECTION 6. GENERAL ASSESSMENT POLICIES APPLICABLE TO ALL TYPES OF IMPROVEMENTS.

The cost of any improvement shall be assessed based upon benefits received. The following general principles shall be used as a basis of the City's assessment policy:

1. **Project Cost.** The "project cost" of an improvement includes the costs of all necessary construction work required to accomplish the improvement (direct costs), plus engineering, legal, administrative, financing and other contingent costs, including acquisition of right-of-way and other property (indirect costs). The finance charges include all costs of financing the project. These costs include, but are not limited to, financial consultant's fees, bond rating agency fee, bond attorney's fees, and capitalized interest. The interest charged to the project shall be included as financing charges.

2. **City Cost.** The "city cost" of an improvement is the amount of the total improvement expense the City will pay as determined by Council resolution. Where the project cost of an improvement is not entirely attributed to the need for service to the area served by the improvement, or where unusual conditions beyond the control of the owners of the property in the area served by the improvement would result in an inequitable distribution of special assessments, or for any other reason determined by the City, the City, through the use of other funds, may pay such "city cost."
3. **Assessable Cost.** The "assessable cost" of an improvement is equal to the "project cost" minus the "city cost."
4. **Interest.** The City will charge interest on special assessments at a rate specified in the resolution approving the assessment roll. If bonds were sold to finance the improvement project, the interest rate shall be equal to the interest rate of the bonds plus 2% (2% above bond rate), rounded to the nearest quarter of a percent. If no bonds were sold, the interest rate shall be set at the U.S. Treasury rate (10-year for 10 year assessment; 15-Year for 15 year assessment) plus 2 percentage points.
5. **Prepayment.** Property owners may pay their assessments in full, interest free, for a period of 30 days after the assessment hearing. After such period interest shall be computed from the date specified in the assessment resolution. The City will transmit a certified duplicate of the assessment roll with each installment, including interest, to the County Auditor, or in lieu of such certification, annually certify to the County Auditor by November 30 in each year, the total amount of installments of and interest on assessments on each parcel that are to become due in the following year.
6. **Extensions.** Where an improvement is designed for service of an area beyond that receiving the initial benefit, the City may pay for increased project costs due to such provisions for future service extensions. The City will levy assessments to cover this cost when a new improvement is installed as an extension of the existing improvement upon identification of such additional amount in the notice of hearing for the extensions or new improvements. As an alternative, the City may assess these costs to the area of future extension immediately based on the value of benefit received.
7. **Project Assistance.** If the City receives financial assistance from the Federal Government, the State of Minnesota, the County, or from any other source to defray a portion of the costs of a given improvement, such aid will be used first to reduce the "city cost" of the improvement. If the financial assistance received is greater than the "city cost," the remainder of the aid will be placed in the Public Improvement Revolving Fund to be applied towards other City projects.
8. **Assessable Property.** Property owned by the City and other political subdivisions including municipal building sites, parks and playgrounds, but not including public streets, alleys, and right-of-way, shall be regarded as being assessable on the same basis as if such property was privately owned. Private right-of-way shall be assessable.
9. **Individual Benefits.** The City may construct improvements specifically designed for or shown to be of benefit solely to one or more properties. The costs for these improvements will be assessed directly to such properties, and not included in the assessments for the remainder of the project. An example would be utility service lines running from the main lines to the property.
10. **Benefit Appraisals.** In the event that City staff has doubt as to whether the proposed assessments exceed the special benefits to the property(ies) in question, the City Council may order benefit appraisals or benefit appraisal consultations as deemed necessary to support the proposed assessments. As a general rule, benefit appraisals or benefit appraisal consultations may be ordered when the proposed assessment exceeds $5,000 for a standard city street

reconstruction project on a residential lot, or $20,000 per acre for commercial or industrial property.

11. **Condemnation Awards.** A property owner may elect to offset special assessments against condemnation awards. In such case, the property owner must execute an agreement (Net Assessment Agreement) with the City.
12. **Subgrade Corrections.** All costs relative to subgrade soil corrections deemed necessary to construct or reconstruct City streets will be considered a "city cost" and will not be assessed.
13. **Rural to Urban Conversion.** All costs relative to converting an existing rural street section to an urban street section by filling roadside drainage ditches and adding curb and gutter and storm sewer will be considered a "city cost" and will not be assessed.
14. **Oversizing.** All costs relative to oversizing an existing City street by increasing the width of the street and/or the load carrying capacity of the pavement section will be considered a "city cost" and will not be assessed.

SECTION 7. METHODS OF ASSESSMENT.

Subd. 1. General Statement. There are three different methods of assessment: adjusted front footage, area, and per lot. The feasibility report will recommend one or a combination of these methods for each project, based upon which method would best reflect the benefit received for the area to be assessed. The City Council will select the preferred method of calculating the assessments along with other applicable assessment criteria.

Subd. 2. Policy Statement. The following methods of assessment, as described and defined below, are hereby established as the preferred methods of assessment in the City.

A. "Adjusted Front Footage" Method of Assessment.

The "adjusted front footage" method of assessment is based on the quotient of the "assessable cost" divided by the total assessable frontage benefiting from the improvement. This method is typically applied to commercial, industrial, and multi-family residential properties. For the purpose of determining the "assessable frontage," all properties, including those owned by governmental entities, shall have their frontages included in such calculation.

The actual physical dimensions of a parcel abutting an improvement (i.e., street, sewer, water, etc.) shall not be construed as the frontage utilized to calculate the assessment for a particular parcel. Rather, an "adjusted front footage" will be determined. The purpose of this method is to equalize assessment calculations for lots of similar size. Individual parcels by their very nature differ considerably in shape and area. The following procedures will apply when calculating adjusted front footage. The selection of the appropriate procedure will be determined by the specified configuration of the parcel. All measurements will be scaled from available plat and section maps and will be rounded down to the nearest foot dimension with any excess fraction deleted.

1. *Rectangular Interior Lots.* The rectangular lot is defined as having no more than 2 feet of difference between the front and rear lot lines. The adjusted front footage is the actual front footage of the lot. For rectangular lots whose frontage is greater than its depth, the "odd shaped lot" method shall be used.

2. *Odd Shaped Lots.* For odd shaped lots such as exist on cul-de-sacs and curved streets where there is more than 2 feet of difference between the front and rear lot lines, and where the lots frontage is greater than its depth, the "odd shaped lot" method of determining the adjusted front footage shall be used. The adjusted front footage shall be computed by dividing the area of the lot by 12,000 square feet to determine the equivalent number of front footage units in the parcel. The number of units multiplied by 65 feet will give the adjusted front footage.

3. *Corner Lot Adjustment.* For street and trail assessments, the short side will be assessed the actual front footage. The long side will be assessed one-half the actual side footage. Sanitary sewer and watermain will only be assessed on the short side of a corner lot.

4. *Zonal Assessment.* When the street along the long side of a corner lot is improved, the cost shall be assessed equally to all lots within ½ block in each direction of the street improved. This method may be selected rather than the "corner lot adjustment".

5. *Double Fronting Lots.* When a lot has frontage on two streets, the lot is subject to assessments for improvements to both streets, consistent with this policy, regardless of the timing of the improvements.

B. "Area" Method of Assessment.

The "area" method of assessment is based on the number of square feet or acres within the boundaries of the appropriate property lines of the parcels benefiting from the project. This method is most often applied to commercial and industrial lots. The assessment rate (i.e., cost per square foot) shall be calculated by dividing the total assessable cost by the total assessable area. On large lots, the City Engineer may determine that only a portion of the lots receives the benefit and may select a lot depth for the calculations equal to the benefit received.

All properties included in the benefited area, including those owned by governmental entities, churches, etc., shall be assessable. The following items may not be included in area calculations: public right-of-ways, and natural waterways, swamps and lakes and other wetlands designated by the Minnesota Department of Natural Resources or the City. The City Engineer will make a recommendation on the boundaries or parameters of the benefited area in the feasibility report.

C. "Per Lot" Method of Assessment.

The "per lot" method of assessment is based on equal assessment of all lots within the benefited area. This method is typically applied to single-family residential lots with similar sizes and configurations. The "assessment per lot" shall be the quotient of the "assessable cost" divided by the total assessable lots or parcels benefiting from the improvement. For the purpose of determining the "lots" or "parcels" all parcels, including those owned by governmental entities, shall be included in such calculations.

SECTION 8. STANDARDS FOR PUBLIC IMPROVEMENT PROJECTS.

The following standards are hereby established by the City to provide a uniform guide for improvements within the City.

A. Surface Improvements

Surface improvements shall normally include all improvements visible on or above the ground within the right-of-way, and include, but are not limited to, trees, lighting, sidewalks, trails, signing, street and accessory improvements such as drainage ponds and facilities, parking lots, parks and playgrounds. Surface improvements shall also normally include aggregate or granular base materials for bituminous and concrete pavements.

Policy Statement. Prior to construction or completion of surface improvements, all utilities and utility service lines (including sanitary sewers, storm sewers, water lines, gas and electric service) shall be installed to all planned service locations such as residences or buildings.

When practicable, no surface improvements to less than both sides of a full block of street shall be approved except as necessary to complete partially completed improvements initiated previously. Concrete or bituminous curbing, or concrete curb and gutter, shall be installed at the same time as street surfacing.

B. Sub-Surface Improvements

Sub-surface improvements shall normally include such items as water distribution, sanitary sewer and storm sewer lines and appurtenant infrastructure, and electric and gas utilities.

Main lines are the publicly owned and maintained lines or facilities such as trunk lines, interceptors, mains, and laterals. Service lines are those privately owned lines or facilities extending from the main line to the property line.

Policy Statement. Sub-surface improvements shall be made to serve current and projected land use. All installations shall conform to applicable standards established by local, state and/or federal agencies of competent jurisdiction. All installations shall also comply, to the maximum extent feasible, with nationally recognized standards such as those of the American Insurance Association.

Service lines from the lateral or trunk utility to the property line of all planned service locations such as residences or buildings on properties whose owner has requested service shall be installed in conjunction with the construction of the mains.

C. Subgrade Improvements

Subgrade improvements shall normally include such items as subgrade corrections (removing layers/pockets of unsuitable soils and replacing them with aggregate base, select granular material, or other more suitable soils) and installation of geotextile fabrics.

Policy Statement. Prior to construction or completion of subgrade improvements, all utilities and utility service lines (including sanitary sewers, storm sewers, water lines, gas and electric service) shall be installed to all planned service locations such as residences or buildings.

SECTION 9. POLICIES OF REASSESSMENT.

The City shall design public improvements to last for a definite period. The life expectancy or service life shall be as stated in the policy statement of this section, or if different, shall be as stated in the resolution ordering improvement and preparation of plans.

Policy Statement

The following are the "life expectancies" or "service lives" of public improvements except as may be otherwise stated in the resolution ordering improvement and preparation of plans.

1. Sidewalks and Trails – 30 years.
2. Street improvements, including surfacing and curb and gutter – 60 years.
3. Ornamental street lighting – 30 years.
4. Water Mains – 60 years.
5. Sanitary Sewers – 60 years.
6. Storm Sewers – 60 years.

SECTION 10. ASSESSMENT COMPUTATIONS.

The following is the typical city assessment for various specified improvements. The City Council reserves the right to vary from the following computations when conditions warrant. All computations are subject to the criteria set forth in Section 1.

A. Street and Curb and Gutter Improvements

1. ***New Construction.*** New streets are assessed 100% to the abutting benefited properties. Street and curb and gutter improvements will normally be assessed by the adjusted front footage method for commercial, industrial and multi-family residential properties, or by the per lot method for single-family residential properties, however other methods including the area method may be utilized if conditions warrant. Cost of construction of streets shall be assessed based on the minimum design of 7-ton axle load in residential areas and 9-ton axle load in commercial and industrial areas. Oversizing costs that are incurred in excess of the above may be paid by: (1) State funds, (2) larger assessment rates to other benefited properties, (3) general obligation funds, or (4) any other method or combination of methods authorized by the City Council.
2. ***Reconstruction and Overlays.*** Street reconstructions and overlays, including the associated removal and replacement of curb and gutter, are assessed 25% to the abutting benefited properties or as otherwise determined by Council ordered benefit appraisals.
3. ***Gravel Streets.*** Upgrading existing gravel streets by adding pavement, curb and gutter, and storm sewer are assessed 50% to the abutting benefited properties or as otherwise determined by Council ordered benefit appraisals.
4. ***Seal Coats.*** Sealcoats are not assessed.
5. ***Alleys.*** Upgrading existing gravel alleys by adding pavement is assessed 50% to all lots abutting on the alley in the block being improved or as otherwise determined by Council ordered benefit appraisals. Reconstructing existing paved alleys is 25% assessed to all lots abutting on the alley or as otherwise determined by Council ordered benefit appraisals.

B. Sidewalks and Trails

1. ***New Construction.*** New sidewalks and trails are not assessed to the abutting property on which the sidewalk is located, but rather are funded 100% by the City. In new subdivisions, the City will require the developer to finance sidewalk and trail improvements rather than assessing the cost.
2. ***Reconstruction.*** Replacement sidewalks are assessed 25% to the abutting property owner and 75% City funded.

C. Storm Sewer Improvements

Storm sewers are assessed on a project-by-project basis. Storm sewers in new subdivisions are considered an assessable improvement on an area basis.

Oversizing costs due to larger mains and larger appurtenances are paid for by a combination of availability charges, user charges and/or trunk area assessment charges. Trunk area storm sewer charges are levied to all unplatted property at the time of platting, to re-plats that have not been charged trunk area charges when the land was originally platted, and to re-plats that have been charged trunk area charges when the land was originally platted but where the use is increasing (only the cost difference based on current and prior use is charged). The charges will be set in the annual fee schedule approved by the City Council.

Normally, storm sewers are assessed on an area basis (square foot or acres), but in certain situations the per lot method or adjusted front footage method may be utilized at the City Council's discretion.

The replacement of existing storm sewers is paid for entirely through the Stormwater Utility Fund.

D. Sanitary Sewer Assessments

Assessments for sanitary sewer in residential areas are based upon the cost of construction of 8-inch mains, which is the smallest size installed in residential areas of the City. Assessments for sanitary sewers in commercial and industrial areas are based upon a standard size of 12-inch mains. Sanitary sewer assessments must conform to Chapter 8 of the City Charter.

Oversizing costs due to larger mains and larger appurtenances will be paid for by a combination of availability charges, user charges and/or trunk area assessment charges. Trunk area sanitary sewer charges shall be levied on all un-platted property at the time of platting and on re-plats that have not been charged trunk area charges when the land was originally platted. The charges will be set in the annual fee schedule approved by the City Council. Services installed to individual properties are assessed to the benefiting property as allowed under Chapter 8 of the City Charter.

Normally, sanitary sewers are assessed on an area basis (square foot or acres), but in certain situations the per lot method or adjusted front footage method may be utilized at the City Council's discretion.

Lateral benefit from major trunk sewers or interceptors is assessed to the properties benefited by the sewer. Any oversizing cost is assessed as described above.

The replacement of existing sewers is funded entirely by the City through the sewer enterprise funds.

Individual sanitary sewer service lines installed directly to specified properties are fully assessed directly to the benefited properties. Properties that have existing private sanitary services, but do not have mainline sewers adjacent to, across or abutting their property lines pay 0% of the assessment rate for the new mainline sanitary sewer, and 100% of the cost associated with replacing the service lines.

Any existing sanitary sewer service lines found to be defective as part of a project are replaced as part of the project and are assessed to the benefiting property as allowed under Chapter 8 of the City Charter.

Property owners electing to connect to City sewer during street reconstruction projects will receive a credit to offset those costs that would have been incurred by the City to reconstruct the street and boulevard after connecting to City sewer if the street were not being reconstructed. The amount of the credit will be set in the annual fee schedule approved by the City Council. Connecting to City sewer requires a City water connection.

E. Watermain Assessments

Assessments for watermains in residential areas are based upon the cost of construction of 8-inch mains, which is the smallest size installed in residential areas of the City. Assessments for watermains in commercial and industrial areas are based upon the standard size of 12-inch mains. Watermain assessments must conform to Chapter 8 of the City Charter.

Oversizing costs due to larger mains and larger appurtenances are paid for by a combination of availability charges, user charges and/or trunk area assessment charges. Trunk area water charges shall be levied on all un-platted property at the time of platting and on re-plats that have not been charged trunk area charges when the land was originally platted. The charges will be set in the annual fee schedule approved by the City Council. Services installed to individual properties shall be fully assessed to the benefiting property.

Normally, watermains are assessed on a per lot basis, but in certain situations the area or adjusted front footage method may be utilized at the City Council's discretion.

The replacement of existing watermains is funded entirely by the City through the water enterprise funds.

Lateral benefit from major trunk watermains is assessed to properties benefited by the watermain. Lateral watermain assessments are based on the costs for an equivalent 8-inch diameter watermain for residential properties and for an equivalent 12-inch diameter watermain for commercial/industrial properties.

Individual water service lines installed directly to specified properties are fully assessed directly to the benefited properties. Properties that have existing private water services, but do not have

mainline watermains adjacent to, across or abutting their property lines pay 0% of the assessment rate for the new watermain but 100% of the cost associated with replacing their service lines.

Any existing water service lines found to be defective as part of the project, are replaced as part of the project and are assessed directly to the benefiting property as allowed under Chapter 8 of the City Charter.

Property owners electing to connect to City water during street reconstruction projects will receive a credit to offset those costs that would have been incurred by the City to reconstruct the street and boulevard after connecting to City water if the street were not being reconstructed. The amount of the credit will be set in the annual fee schedule approved by the City Council.

F. Street Boulevard Trees

All street boulevard trees installed as part of new street constructions or in reconstructing existing streets shall be included as part of the overall project costs included in the assessment calculations.

G. Street Lights

All costs for new streetlights installed as part of constructing new streets or streetlights relocated as part of reconstructing streets are included in the overall project costs and included in the assessment calculations, unless otherwise directed by the City Council. In new subdivisions, the City will require the developer to finance street light improvements rather than assessing the cost.

H. Other Improvements

Based on the City Council's determination, any other eligible improvements may be fully assessed or assessed in part.

SECTION 11. DEFERMENT OF SPECIAL ASSESSMENTS.

Subd. 1. The Council may defer the payment of any special assessment on homestead property owned by a person who is 65 years of age or older, or who is retired by virtue of permanent and total disability, and the City Clerk is hereby authorized to record the deferment of special assessments where all of the following conditions are met:

1. The applicant must apply for the deferment not later than 90 days after the assessment is adopted by the City Council.
2. The applicant must be 65 years of age or older or retired by virtue of permanent and total disability at the time the assessment is adopted.
3. The applicant must be the owner of the property.
4. The applicant must occupy the property as his or her principal place of residence.
5. The average annual payment for assessments levied against the subject property exceed one percent of the adjusted gross income of the applicant as evidenced by the applicant's most recent federal income tax return. The average annual payment of an assessment shall be the total cost of the assessment divided by the number of years over which it is spread.

Subd. 2. The deferment shall be granted for as long a period of time as the hardship exists and the conditions in subdivision 1 remain true. It shall be the duty of the applicant to notify the City Clerk of any change in his or her status that would affect eligibility for deferment.

Subd. 3. The entire amount of deferred special assessments shall be due within sixty days after loss of eligibility by the applicant. If the special assessment is not paid within the sixty (60) days, the City Clerk shall add thereto interest accruing from the first date the applicant loses eligibility at the rate as defined in section 6.4 and the total amount of principal and interest shall be certified to the County Auditor for collection with taxes the following year. Should the applicant demonstrate to the satisfaction of the Council, that full repayment of the deferred special assessment would cause the applicant particular undue financial hardship, the Council may order that the applicant pay within sixty days a sum equal to the number of installments of deferred special assessments outstanding and unpaid to date, including principal and interest, with the balance thereafter paid according to the terms and conditions of the original special assessments.

Subd. 4. The option to defer the payment of special assessments shall terminate and all amounts accumulated plus applicable interest shall become due upon the occurrence of any one of the following:

1. The death of the owner when there is no spouse who is eligible for deferment.
2. The sale, transfer or subdivision of all or any part of the property.
3. Loss of homestead status on the property.
4. Determination by the Council for any reason that immediate or partial payment would impose no hardship.

State Law References(s): Minn. Stat. § 435.193, Senior Citizens or retired & disabled persons hardship special assessment deferral.

*Original Adoption: 12/9/14 by Resolution #14-12-250
*Amended: 1/13/15 by Resolution #15-01-016 – *Section 6 - #4 Interest to reflect interest rate on bonded projects*

CHAPTER 8. - PUBLIC IMPROVEMENTS AND SPECIAL ASSESSMENTS

Sec. 8.1. - Power to make improvements and levy assessments.

The city may make any type of local improvement not forbidden by law and levy special assessments to pay all or part of the cost of such local improvements. The total of the assessments for any local improvement may not exceed the cost of the local improvement, plus all costs and expenses connected therewith, including interest. No assessment shall exceed the benefit to the property assessed as measured by the increase in the market value of the property assessed as a result of the local improvement.

(Ord. of 1-25-1993)

Sec. 8.2. - Application of Charter.

All local improvement projects shall be carried out exclusively under the provisions of this Charter. The term "local improvement" as used in this section shall mean a public improvement financed partly or wholly from special assessments.

(Ord. of 1-25-1993)

Sec. 8.3. - Assessments for services.

The council may provide by ordinance that the cost of the city services to streets, sidewalks, or other public or private property may be assessed against property benefited and may be collected in the same manner as special assessments.

(Ord. of 1-25-1993)

Sec. 8.4. - Local improvement procedure.

When the city undertakes any local improvement to which the state local improvement code, Minn. Stats. chapter 429 applies, it shall comply with the provisions of that law, except as modified below. The council may by ordinance prescribe the procedure to be followed in making any other local improvement and levying assessments therefor.

8.4.1 *Sixty-day waiting period.* A period of 60 days shall elapse after the conclusion of the public hearing required by law to precede the ordering of the construction of a local improvement project (the "public hearing") before the actual ordering of the local improvement by the council and the council entering into a contract for the local improvement construction.

8.4.2 *Percentage of owners required.* When the local improvement has been petitioned for by the owners of not less than 50 percent in frontage of the real property abutting on streets named in the petition as the location of the local improvement the resolution ordering the local improvement by the council may be approved by vote of a majority of all members of the council. When there has been no such petition, the resolution may be adopted only by vote of four-fifths of all members of the council.

8.4.3 *Petition against the local improvement.* A proposed local improvement may be initiated by petition of the owners of real property abutting on the streets named in the petition. If, within 30 days of the conclusion of the public hearing, a petition against such local improvement is filed with the city administrator which petition is signed by a percentage of the owners of real property abutting on the streets named in the initiating petition as the location of the improvement which

percentage is greater than the percentage of owners of real property who signed the initiating petition, the council shall not make such local improvement at the expense of the abutting property owners. For purposes of the foregoing sentence, "owners of real property" shall not include owners of properties zoned for commercial or industrial uses or owners of properties zoned residential greater than ten acres in size based on zoning classifications in effect at the date of such petition, or owners of non-homestead real property greater than one acre in size.

8.4.4 *Counter petition in favor of the improvement.* If within 30 days of the filing with the city administrator of a petition against the local improvement as described in section 8.4.3 above, there is filed with the city administrator a petition in favor of the local improvement, signed by owners of real property abutting on the streets named in the initiating petition as the location of the improvement, in a percentage greater than the percent of owners of real property who signed the petition against the local improvement, then in such event the council may disregard the petition against the local improvement and proceed with the local improvement.

8.4.5 *Petition against council initiated improvement.* If the local improvement was initiated by council resolution without an initiating petition and, within 60 days of the conclusion of the public hearing, a petition is filed with the city administrator against such local improvement and which petition is signed by 60 percent or more of the owners of real property proposed to be assessed for and benefited by the local improvement, the council shall not make such local improvement at the expense of the benefited property owners. For purposes of the foregoing sentence, "owners of real property" shall not include owners of properties zoned for commercial or industrial uses or owners of properties zoned residential greater than ten acres in size based on zoning classifications in effect at the date of such petition, or owners of non-homestead real property greater than one acre in size.

8.4.6 *Withdrawal of name from petition.* Any person whose name appears on a petition to the council in favor of a local improvement, or on a petition to the council filed against a local improvement, may withdraw his/her name by a statement in writing filed with the city administrator before such petition is presented to the council or in person at a city council meeting before the city council accepts said petition.

8.4.7 *Filing of petition with city council.* All completed petitions filed with the city administrator as described herein shall be presented to the council by the city administrator at the council's next regularly scheduled meeting.

8.4.8 *One year before any further action.* When a proposed local improvement is disallowed pursuant to the petition process described in the foregoing sections, the council shall not vote on the same improvement within a period of one year after the public hearing on said improvement.

(Ord. of 1-25-1993; Ord. No. 06-22, § 2, 7-5-2006; Ord. No. 12-08, § 2, 6-26-2012; Ord. No. 14-07, § 2, 8-11-2014)

Sec. 8.5. - Computation of time.

Where the performance or doing of any act or matter is required by this Charter, and the period of time is prescribed and fixed by this Charter, the time shall be computed so as to exclude the first and include the last day of the prescribed or fixed period of time. When the last day of the period falls on a Saturday, Sunday, or a legal holiday, that day shall be omitted from the computation.

(Ord. of 1-25-1993)

Sec. 8.6. - Sewer and water projects.

This section applies to any local improvement project completed after January 1, 1996, which includes extending urban services (sewer and/or water) to an existing home or neighborhood.

8.6.1 *Connection policy.* The city may not compel any property owner with a functional private sewer and water system to connect to city sewer and/or water.

8.6.2 *Assessment policy.* The city may not levy an assessment for any component of any project which includes sewer and/or water improvements against a property whose owner elects to remain on a functional private sewer and/or water system.

8.6.3 *Request for urban services.* Property owners who remain on private sewer and water systems after urban services become available may request connection to urban services at any time. Upon connection to urban services an assessment may be levied provided it is consistent with the original assessment.

(Ref. of 5-20-1996; Ord. of 1-24-2001)

CHAPTER 429

LOCAL IMPROVEMENTS, SPECIAL ASSESSMENTS

429.011 DEFINITIONS.
429.021 LOCAL IMPROVEMENTS, COUNCIL POWERS.
429.031 PRELIMINARY PLANS, HEARINGS.
429.035 IMPROVEMENTS, PETITION.
429.036 APPEAL FROM DETERMINATION OF LEGALITY OF PETITION.
429.041 COUNCIL PROCEDURE.
429.051 APPORTIONMENT OF COST.
429.052 STREET OR ROAD IMPROVEMENTS OUTSIDE MUNICIPAL BOUNDARIES.
429.061 ASSESSMENT PROCEDURE.
429.071 SUPPLEMENTAL ASSESSMENTS; REASSESSMENT.
429.081 APPEAL TO DISTRICT COURT.
429.091 FINANCING.
429.101 UNPAID SPECIAL CHARGES MAY BE SPECIAL ASSESSMENTS.
429.111 CHARTER PROVISIONS, EFFECT.

429.01 [Repealed, 1953 c 398 s 13 subd 1]

429.011 DEFINITIONS.

Subdivision 1. **Application.** For the purpose of this chapter the terms defined in this section shall have the meanings ascribed to them.

Subd. 2. **Municipality; certain cities and towns.** "Municipality" means any city of the second, third, or fourth class however organized, or any statutory city or any town as defined in section 368.01.

Subd. 2a. **Municipality; certain counties.** "Municipality" also includes the following:

(1) a county in the case of construction, reconstruction, or improvement of a county state-aid highway;

(2) a county in the case of construction, reconstruction, or improvement of a county highway as defined in section 160.02 including curbs and gutters and storm sewers;

(3) a county exercising its powers and duties under section 444.075, subdivision 1;

(4) a county for expenses not paid for under section 403.113, subdivision 3, paragraph (b), clause (3);

(5) a county in the case of the abatement of nuisances; and

(6) a county operating an energy improvements financing program under section 216C.436 or 216C.437.

Subd. 2b. **Municipality; certain towns.** "Municipality" also includes any town not having the powers granted herein pursuant to any other law in the case of construction, reconstruction or improvement of a town road including curbs and gutters and storm sewers and in the case of those improvements designated in section 429.021, subdivision 1, clauses (1), (2), (4), (5), (6), (7), (8), and (10).

Subd. 3. **Council.** "Council" means the body of the city having general legislative powers, the town board of the town, or the county board of a county.

Subd. 4. **Clerk.** "Clerk" means the chief clerical officer of the municipality.

Subd. 5. **Improvement.** "Improvement" means any type of improvement made under authority granted by section 429.021, and in the case of a county is limited to the construction, reconstruction, or improvement of a county state-aid highway or county highway including curbs and gutters and storm sewers, and to the purchase, installation, or maintenance of signs, posts, and markers for addressing related to the operation of enhanced 911 telephone service.

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Subd. 6. **Newspaper.** "Newspaper" means the official newspaper of the municipality, or if there is no official newspaper, a legal newspaper of general circulation in the municipality.

Subd. 7. **Street.** "Street" means any street, alley, or other public way, or any part thereof.

Subd. 8. **Utilities commission.** "Utilities commission" means the municipal board or commission, other than the council, which exercises any authority or control over the operation of any municipally owned public utility.

Subd. 9. **Pedestrian skyway system.** "Pedestrian skyway system" means any system of providing for pedestrian traffic circulation, mechanical or otherwise, elevated above ground, within and without the public right-of-way, and through or above private property and buildings, and includes overpasses, bridges, passageways, walkways, concourses, hallways, corridors, arcades, courts, plazas, elevators, escalators, heated canopies, and accesses and all fixtures, furniture, equipment, facilities, services, and appurtenances which in the judgment of the council will enhance the movement, safety, security, convenience and enjoyment of pedestrians and benefit the city and adjoining properties.

Subd. 10. **Underground pedestrian concourse.** "Underground pedestrian concourse" means any system of providing for pedestrian traffic circulation, mechanical or otherwise, below ground, within and without the public right-of-way, and through or below private property, and includes tunnels, passageways, walkways, concourses, hallways, corridors, arcades, plazas, elevators, escalators, heated canopies, and accesses and all fixtures, furniture, equipment, facilities, and appurtenances which in the judgment of the council will enhance the movement, safety, security, convenience and enjoyment of pedestrians and benefit the city and adjoining properties.

Subd. 11. **Special lighting system.** "Special lighting system" means lights or light displays of any type located within or without the public right-of-way.

Subd. 12. **Acquire.** "Acquire" includes, but is not limited to, the obtaining by purchase, condemnation, or leasing rights or interests in the areas above or below the surface of the ground of real property or structures or improvements thereon.

Subd. 13. **Public mall, plaza, or courtyard.** "Public mall, plaza, or courtyard" means any wholly or partly opened or enclosed public area adjacent to or attached to a wall, fence, commercial structure, hotel, or any other building and designed as a place for passive recreation, public entertainment, exhibition and education, or a pedestrian walk.

Subd. 14. **Fire protection system.** "Fire protection system" means pipes, standpipes, sprinklers, control systems and other devices and equipment installed in or outside a building for the primary purpose of eliminating or reducing the spread of fire in the building or providing for safe evacuation of the building, whether the devices and equipment are publicly or privately owned.

Subd. 15. **Highway sound barriers.** "Highway sound barriers" means sound abatement walls erected along highways to reduce noise levels attributable to vehicular traffic.

Subd. 16. **On-site water contaminant improvements.** "On-site water contaminant improvements" means pipes, wells, and other devices and equipment installed in or outside a building for the primary purpose of eliminating water contamination caused by lead or other toxic or health threatening substances in the water, whether the improvements so installed are publicly or privately owned.

History: *1953 c 398 s 1; 1961 c 338 s 1; 1969 c 741 s 1-3; 1971 c 617 s 1-4; 1973 c 123 art 5 s 7; 1973 c 636 s 1; 1973 c 702 s 22; 1974 c 233 s 1; 1976 c 147 s 1; 1978 c 634 s 1,2; 1979 c 330 s 1; 1983 c 9 s 1;*

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1984 c 478 s 1; 1984 c 591 s 1; 1986 c 315 s 1; 1987 c 138 s 1; 1988 c 564 s 1; 1994 c 614 s 5; 2000 c 490 art 5 s 29,30; 2009 c 88 art 2 s 31; 2010 c 389 art 7 s 4; 2018 c 155 s 34

429.02 [Repealed, 1953 c 398 s 13 subd 1]

429.021 LOCAL IMPROVEMENTS, COUNCIL POWERS.

Subdivision 1. **Improvements authorized.** The council of a municipality shall have power to make the following improvements:

(1) To acquire, open, and widen any street, and to improve the same by constructing, reconstructing, and maintaining sidewalks, pavement, gutters, curbs, and vehicle parking strips of any material, or by grading, graveling, oiling, or otherwise improving the same, including the beautification thereof and including storm sewers or other street drainage and connections from sewer, water, or similar mains to curb lines.

(2) To acquire, develop, construct, reconstruct, extend, and maintain storm and sanitary sewers and systems, including outlets, holding areas and ponds, treatment plants, pumps, lift stations, service connections, and other appurtenances of a sewer system, within and without the corporate limits.

(3) To construct, reconstruct, extend, and maintain steam heating mains.

(4) To install, replace, extend, and maintain street lights and street lighting systems and special lighting systems.

(5) To acquire, improve, construct, reconstruct, extend, and maintain water works systems, including mains, valves, hydrants, service connections, wells, pumps, reservoirs, tanks, treatment plants, and other appurtenances of a water works system, within and without the corporate limits.

(6) To acquire, improve and equip parks, open space areas, playgrounds, and recreational facilities within or without the corporate limits.

(7) To plant trees on streets and provide for their trimming, care, and removal.

(8) To abate nuisances and to drain swamps, marshes, and ponds on public or private property and to fill the same.

(9) To construct, reconstruct, extend, and maintain dikes and other flood control works.

(10) To construct, reconstruct, extend, and maintain retaining walls and area walls.

(11) To acquire, construct, reconstruct, improve, alter, extend, operate, maintain, and promote a pedestrian skyway system. Such improvement may be made upon a petition pursuant to section 429.031, subdivision 3.

(12) To acquire, construct, reconstruct, extend, operate, maintain, and promote underground pedestrian concourses.

(13) To acquire, construct, improve, alter, extend, operate, maintain, and promote public malls, plazas or courtyards.

(14) To construct, reconstruct, extend, and maintain district heating systems.

(15) To construct, reconstruct, alter, extend, operate, maintain, and promote fire protection systems in existing buildings, but only upon a petition pursuant to section 429.031, subdivision 3.

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(16) To acquire, construct, reconstruct, improve, alter, extend, and maintain highway sound barriers.

(17) To improve, construct, reconstruct, extend, and maintain gas and electric distribution facilities owned by a municipal gas or electric utility.

(18) To purchase, install, and maintain signs, posts, and other markers for addressing related to the operation of enhanced 911 telephone service.

(19) To improve, construct, extend, and maintain facilities for Internet access and other communications purposes, if the council finds that:

(i) the facilities are necessary to make available Internet access or other communications services that are not and will not be available through other providers or the private market in the reasonably foreseeable future; and

(ii) the service to be provided by the facilities will not compete with service provided by private entities.

(20) To assess affected property owners for all or a portion of the costs agreed to with an electric utility, telecommunications carrier, or cable system operator to bury or alter a new or existing distribution system within the public right-of-way that exceeds the utility's design and construction standards, or those set by law, tariff, or franchise, but only upon petition under section 429.031, subdivision 3.

(21) To assess affected property owners for repayment of voluntary energy improvement financings under section 216C.436, subdivision 7, or 216C.437, subdivision 28.

Subd. 2. **Combining improvements.** An improvement on two or more streets or two or more types of improvement in or on the same street or streets or different streets may be included in one proceeding and conducted as one improvement.

Subd. 3. **Relation to charter and other laws.** When any portion of the cost of an improvement is defrayed by special assessments, the procedure prescribed in this chapter shall be followed unless the council determines to proceed under charter provisions; but this chapter does not prescribe the procedure to be followed by a municipality in making improvements financed without the use of special assessments.

If the council determines to proceed under charter provisions for special assessments, such provisions shall be deemed to include a requirement that notices of proposed assessments inform property owners of the procedures they must follow under the charter in order to appeal the assessments to district court. The notices shall also inform property owners of the provisions of sections 435.193 to 435.195 and the existence of any deferment procedure established pursuant thereto in the municipality.

Charter provisions shall also be deemed to require that when the council determines to make any improvement, it shall let the contract for all or part of the work, or order all or part of the work done by day labor or otherwise as may be authorized by the charter, no later than one year after the adoption of the resolution ordering such improvement, unless a different time limit is specifically stated in the resolution ordering the improvement.

History: *1953 c 398 s 2; 1965 c 877 s 1; 1971 c 617 s 5; 1973 c 201 s 1; 1974 c 233 s 2; 1974 c 314 s 1; 1976 c 195 s 1; 1978 c 518 s 1; 1979 c 330 s 2; 1981 c 334 s 5; 1984 c 548 s 4; 1984 c 582 s 3; 1984 c 591 s 2; 1984 c 633 s 2; 1987 c 138 s 2; 1997 c 219 s 5; 2000 c 490 art 5 s 31; 2000 c 493 s 5; 2005 c 67 s 1; 2010 c 216 s 21; 2018 c 155 s 35*

429.03 [Repealed, 1953 c 398 s 13 subd 1]

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429.031 PRELIMINARY PLANS, HEARINGS.

Subdivision 1. **Preparation of plans, notice of hearing.** (a) Before the municipality awards a contract for an improvement or orders it made by day labor, or before the municipality may assess any portion of the cost of an improvement to be made under a cooperative agreement with the state or another political subdivision for sharing the cost of making the improvement, the council shall hold a public hearing on the proposed improvement following two publications in the newspaper of a notice stating the time and place of the hearing, the general nature of the improvement, the estimated cost, and the area proposed to be assessed. The two publications must be a week apart, and the hearing must be at least three days after the second publication. Not less than ten days before the hearing, notice of the hearing must also be mailed to the owner of each parcel within the area proposed to be assessed and must contain a statement that a reasonable estimate of the impact of the assessment will be available at the hearing, but failure to give mailed notice or any defects in the notice does not invalidate the proceedings. For the purpose of giving mailed notice, owners are those shown as owners on the records of the county auditor or, in any county where tax statements are mailed by the county treasurer, on the records of the county treasurer; but other appropriate records may be used for this purpose. For properties that are tax exempt or subject to taxation on a gross earnings basis and are not listed on the records of the county auditor or the county treasurer, the owners may be ascertained by any practicable means, and mailed notice must be given them as provided in this subdivision.

(b) Before the adoption of a resolution ordering the improvement, the council shall secure from the city engineer or some other competent person of its selection a report advising it in a preliminary way as to whether the proposed improvement is necessary, cost-effective, and feasible and as to whether it should best be made as proposed or in connection with some other improvement. The report must also include the estimated cost of the improvement as recommended. A reasonable estimate of the total amount to be assessed, and a description of the methodology used to calculate individual assessments for affected parcels, must be available at the hearing. No error or omission in the report invalidates the proceeding unless it materially prejudices the interests of an owner.

(c) If the report is not prepared by an employee of a municipality, the compensation for preparing the report under this subdivision must be based on the following factors:

(1) the time and labor required;

(2) the experience and knowledge of the preparer;

(3) the complexity and novelty of the problems involved; and

(4) the extent of the responsibilities assumed.

(d) The compensation must not be based primarily on a percentage of the estimated cost of the improvement.

(e) The council may also take other steps prior to the hearing, including, among other things, the preparation of plans and specifications and the advertisement for bids that will in its judgment provide helpful information in determining the desirability and feasibility of the improvement.

(f) The hearing may be adjourned from time to time, and a resolution ordering the improvement may be adopted at any time within six months after the date of the hearing by vote of a majority of all members of the council when the improvement has been petitioned for by the owners of not less than 35 percent in frontage of the real property abutting on the streets named in the petition as the location of the improvement. When there has been no such petition, the resolution may be adopted only by vote of four-fifths of all members of the council; provided that if the mayor of the municipality is a member of the council but has

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no vote or votes only in case of a tie, the mayor is not deemed to be a member for the purpose of determining a four-fifths majority vote.

(g) The resolution ordering the improvement may reduce, but not increase, the extent of the improvement as stated in the notice of hearing.

Subd. 2. **Approval by park board or utilities commission.** A resolution ordering a park improvement may be adopted only by a four-fifths vote of the council and shall also be approved by the park board, if there is one; provided, that if the mayor of the municipality is a member of the council but has no vote or votes only in case of a tie, the mayor shall not be deemed to be a member for the purpose of determining such four-fifths majority vote. A resolution ordering an improvement of the water, sewer, steam heating, street lighting or other facility over which a utilities commission has jurisdiction shall also be approved by the utilities commission.

Subd. 3. **Petition by all owners.** Whenever all owners of real property abutting upon any street named as the location of any improvement shall petition the council to construct the improvement and to assess the entire cost against their property, the council may, without a public hearing, adopt a resolution determining such fact and ordering the improvement. The validity of the resolution shall not be questioned by any taxpayer or property owner or the municipality unless an action for that purpose is commenced within 30 days after adoption of the resolution as provided in section 429.036. Nothing herein prevents any property owner from questioning the amount or validity of the special assessment against the owner's property pursuant to section 429.081. In the case of a petition for the municipality to own and install a fire protection system, a pedestrian skyway system, or on-site water contaminant improvements, the petition must contain or be accompanied by an undertaking satisfactory to the city by the petitioner that the petitioner will grant the municipality the necessary property interest in the building to permit the city to enter upon the property and the building to construct, maintain, and operate the fire protection system, pedestrian skyway system, or on-site water contaminant improvements. In the case of a petition for the installation of a privately owned fire protection system, a privately owned pedestrian skyway system, or privately owned on-site water contaminant improvements, the petition shall contain the plans and specifications for the improvement, the estimated cost of the improvement and a statement indicating whether the city or the owner will contract for the construction of the improvement. If the owner is contracting for the construction of the improvement, the city shall not approve the petition until it has reviewed and approved the plans, specifications, and cost estimates contained in the petition. The construction cost financed under section 429.091 shall not exceed the amount of the cost estimate contained in the petition. In the case of a petition for the installation of a fire protection system, a pedestrian skyway system, or on-site water contaminant improvements, the petitioner may request abandonment of the improvement at any time after it has been ordered pursuant to subdivision 1 and before contracts have been awarded for the construction of the improvement under section 429.041, subdivision 2. If such a request is received, the city council shall abandon the proceedings but in such case the petitioner shall reimburse the city for any and all expenses incurred by the city in connection with the improvement.

History: *1953 c 398 s 3; 1955 c 811 s 1; 1957 c 430 s 1; 1961 c 525 s 1,2; 1963 c 771 s 1; 1965 c 877 s 2; 1967 c 57 s 1,2; 1973 c 123 art 5 s 7; 1984 c 548 s 5; 1984 c 582 s 4; 1984 c 591 s 3; 1984 c 633 s 3; 1986 c 444; 1994 c 614 s 6; 1996 c 402 s 1; 2000 c 490 art 5 s 32*

429.035 IMPROVEMENTS, PETITION.

When any petition for the making of any improvement in any statutory city, town, or city of the second, third, or fourth class, however organized, for the cost of which special assessments may be, in whole or in part, levied therefor, is presented to the governing body of the municipality, this body shall, by resolution,

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determine whether or not the petition has been signed by the required percentage of owners of property affected thereby.

History: *(1918-33) 1927 c 311 s 1; 1953 c 398 s 12; 1961 c 338 s 2; 1973 c 123 art 5 s 7*

429.036 APPEAL FROM DETERMINATION OF LEGALITY OF PETITION.

Any person, being aggrieved by this determination, may appeal to the district court of the county in which the property is located by serving upon the clerk of the municipality, within 30 days after the adoption and publication of the resolution, a notice of appeal briefly stating the grounds of appeal and giving a bond in the penal sum of $250, in which the municipality shall be named as obligee, to be approved by the clerk of the municipality, conditioned that the appellant will duly prosecute the appeal, pay all costs and disbursements which may be adjudged against the appellant, and abide by the order of the court. The clerk shall furnish the appellant a certified copy of the petition, or any part thereof, on being paid by appellant of the proper charges therefor. The appeal shall be placed upon the calendar of the next general term commencing more than 30 days after the date of serving the notice and filing the bond and shall be tried as are other appeals in such cases. Unless reversed upon the appeal, the determination of the governing body as to the sufficiency of the petition shall be final and conclusive.

History: *(1918-34) 1927 c 311 s 2; 1986 c 444*

429.04 [Repealed, 1953 c 398 s 13]

429.041 COUNCIL PROCEDURE.

Subdivision 1. **Plans and specifications, advertisement for bids.** When the council determines to make any improvement, it shall let the contract for all or part of the work, or order all or part of the work done by day labor or otherwise as authorized by subdivision 2, no later than one year after the adoption of the resolution ordering such improvement, unless a different time limit is specifically stated in the resolution ordering the improvement. The council shall cause plans and specifications of the improvement to be made, or if previously made, to be modified, if necessary, and to be approved and filed with the clerk, and if the estimated cost exceeds the amount in section 471.345, subdivision 3, shall advertise for bids for the improvement in the newspaper or recognized industry trade journal as defined in section 331A.01, subdivision 11, and for such length of time as it may deem advisable. If the estimated cost exceeds twice the amount in section 471.345, subdivision 3, publication shall be made no less than three weeks before the last day for submission of bids once in the newspaper and at least once in either a newspaper published in a city of the first class or a recognized industry trade journal. The advertisement shall specify the work to be done, shall state the time when the bids will be publicly opened for consideration by the council, which shall be not less than ten days after the first publication of the advertisement when the estimated cost is less than twice the amount in section 471.345, subdivision 3, and not less than three weeks after such publication in other cases, and shall state that no bids will be considered unless sealed and filed with the clerk and accompanied by a cash deposit, cashier's check, bid bond, or certified check payable to the clerk, for such percentage of the amount of the bid as the council may specify. In providing for the advertisement for bids the council may direct that the bids shall be opened publicly by two or more designated officers or agents of the municipality and tabulated in advance of the meeting at which they are to be considered by the council. Nothing herein shall prevent the council from advertising separately for various portions of the work involved in an improvement, or from itself, supplying by such means as may be otherwise authorized by law, all or any part of the materials, supplies, or equipment to be used in the improvement or from combining two or more improvements in a single set of plans and specifications or a single contract.

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Subd. 2. **Contracts; day labor.** In contracting for an improvement, the council shall require the execution of one or more written contracts and bonds, conditioned as required by law. The council shall award the contract to the lowest responsible bidder or it may reject all bids. If any bidder to whom a contract is awarded fails to enter promptly into a written contract and to furnish the required bond, the defaulting bidder shall forfeit to the municipality the amount of the defaulter's cash deposit, cashier's check, bid bond, or certified check, and the council may thereupon award the contract to the next lowest responsible bidder. When it appears to the council that the cost of the entire work projected will be less than the amount in section 471.345, subdivision 3, or whenever no bid is submitted after proper advertisement or the only bids submitted are higher than the engineer's estimate, the council may advertise for new bids or, without advertising for bids, directly purchase the materials for the work and do it by the employment of day labor or in any other manner the council considers proper. The council may have the work supervised by the city engineer or other qualified person but shall have the work supervised by a registered engineer if done by day labor and it appears to the council that the entire cost of all work and materials for the improvement will be more than the lowest amount in section 471.345, subdivision 4. In case of improper construction or unreasonable delay in the prosecution of the work by the contractor, the council may order and cause the suspension of the work at any time and relet the contract, or order a reconstruction of any portion of the work improperly done, and where the cost of completion or reconstruction necessary will be less than the amount in section 471.345, subdivision 3, the council may do it by the employment of day labor.

Subd. 2a. **Best value alternative.** As an alternative to the procurement method described in subdivision 2, the council may issue a request for proposals and award the contract to the vendor or contractor offering the best value as described in section 16C.28, subdivision 1, paragraph (a), clause (2), and paragraph (c).

Subd. 3. **Day labor; detailed report.** When the council has performed construction work by day labor, it shall cause a detailed report to be filed with the clerk and certified by the registered engineer or other person in charge, if there is no registered engineer. The report shall show:

(a) the complete cost of the construction;

(b) final quantities of the various units of work done;

(c) materials furnished for the project and the cost of each item thereof;

(d) cost of labor, cost of equipment hired, and supervisory costs.

The report shall have attached a certificate by the registered engineer or other person in charge that the work was done according to the plans and specifications, or, if there were any deviations from them, an itemized statement of those deviations.

Subd. 4. **Alternate procedure on street improvements.** As to any improvement or improvements consisting of grading, graveling, or bituminous surfacing of streets and alleys, the council may proceed in the manner provided in this chapter, except that it may

(1) order the work done by day labor, regardless of the estimated cost of such improvement or improvements,

(2) use municipal equipment or hire equipment and purchase materials for all such improvements to be done by day labor in any 12-month period by advertising once therefor, such advertisement to call for bids for the furnishing of equipment, if the municipality does not use its own equipment, and for materials at unit prices based on the quantities which the council estimates will be required, and

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(3) contract at one time on a unit price basis for part or all of the street improvements to be constructed by the municipality during the current year, including improvements which may thereafter be ordered constructed.

Subd. 5. **Cooperation with state or local government.** When an improvement is made under a cooperative agreement with the state or another political subdivision by the terms of which the state or other subdivision is to construct or contract to construct the improvement, it shall not be necessary to comply with subdivisions 1 and 2.

Subd. 6. **Percentage payment on engineer's estimate.** In case the contractor properly performs the work, the council shall, from month to month before completion of the work, pay the contractor not to exceed 95 percent of the amount already earned under the contract, upon the estimate of the engineer or other competent person selected by the council, and the contract shall so provide, and shall further agree that when the work is 95 percent or more completed upon the recommendation of the engineer such portions of the retained price shall be released as the governing body of the municipality determines are not required to be retained to protect the municipality's interest in satisfactory completion of the contract. Failure to pay any amount due and payable under the terms of the contract within 30 days of a monthly estimate or 90 days after the final estimate of the amount earned shall obligate the municipality to pay to the contractor simple interest on the past due amount at an annual rate equal to the monthly index of long term United States bond yields for the month prior to the month in which this obligation is incurred plus an additional one percent per annum. Interest shall not be imposed with respect to any amount which a municipality may legally withhold as a result of breach of contract or other contractual claim or if the delay is caused by the contractor.

Subd. 7. **Modification of contracts.** After work has been commenced on an improvement undertaken pursuant to a contract awarded on a unit price basis the council may, without advertising for bids, authorize changes in the contract so as to include additional units of work at the same unit price if the cost of the additional work does not exceed 25 percent of the original contract price. Original contract price means that figure determined by multiplying the estimated number of units required by the unit price.

History: *1953 c 398 s 4; 1957 c 430 s 2,3; 1961 c 525 s 3,4; 1973 c 123 art 5 s 7; 1976 c 156 s 1; 1977 c 278 s 1; 1978 c 518 s 2; 1980 c 464 s 8; 1985 c 174 s 3; 1986 c 444; 1993 c 38 s 1,2; 2001 c 5 s 1,2; 2004 c 278 s 6,7; 2007 c 148 art 3 s 25; 2009 c 152 s 18,19; 2013 c 46 s 2*

429.05 [Repealed, 1953 c 398 s 13 subd 1]

429.051 APPORTIONMENT OF COST.

The cost of any improvement, or any part thereof, may be assessed upon property benefited by the improvement, based upon the benefits received, whether or not the property abuts on the improvement and whether or not any part of the cost of the improvement is paid from the county state-aid highway fund, the municipal state-aid street fund, or the trunk highway fund. The area assessed may be less than but may not exceed the area proposed to be assessed as stated in the notice of hearing on the improvement, except as provided below. The municipality may pay such portion of the cost of the improvement as the council may determine from general ad valorem tax levies or from other revenues or funds of the municipality available for the purpose. The municipality may subsequently reimburse itself for all or any of the portion of the cost of a water, storm sewer, or sanitary sewer improvement so paid by levying additional assessments upon any properties abutting on but not previously assessed for the improvement, on notice and hearing as provided for the assessments initially made. To the extent that such an improvement benefits nonabutting properties which may be served by the improvement when one or more later extensions or improvements are made but which are not initially assessed therefor, the municipality may also reimburse itself by adding all or any

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of the portion of the cost so paid to the assessments levied for any of such later extensions or improvements, provided that notice that such additional amount will be assessed is included in the notice of hearing on the making of such extensions or improvements. The additional assessments herein authorized may be made whether or not the properties assessed were included in the area described in the notice of hearing on the making of the original improvement.

In any city of the fourth class electing to proceed under a home rule charter as provided in this chapter, which charter provides for a board of water commissioners and authorizes such board to assess a water frontage tax to defray the cost of construction of water mains, such board may assess the tax based upon the benefits received and without regard to any charter limitation on the amount that may be assessed for each lineal foot of property abutting on the water main. The water frontage tax shall be imposed according to the procedure and, except as herein provided, subject to the limitations of the charter of the city.

History: *1953 c 398 s 5; 1955 c 842 s 1; 1957 c 40 s 1; 1959 c 490 s 1; 1961 c 286 s 1*

429.052 STREET OR ROAD IMPROVEMENTS OUTSIDE MUNICIPAL BOUNDARIES.

A municipality may construct street or road improvements outside its jurisdiction with the consent of the affected township, or if the property is located in unorganized territory, the county. When property is brought within the corporate limits of the municipality, the municipality may subsequently reimburse itself for all or any portion of the cost of the improvement for which municipal funds have been expended, by levying an assessment upon any property abutting on, but not previously assessed for, the improvement. No assessment may be so levied unless the property to be assessed was given notice and hearing of the improvements under section 429.031 at the time the improvement was ordered, and subsequently in accordance with the notice, hearing, and appeal rights, provided for under sections 429.061 and 429.081.

History: *2005 c 152 art 1 s 12*

429.06 [Repealed, 1953 c 398 s 13 subd 1]

429.061 ASSESSMENT PROCEDURE.

Subdivision 1. **Calculation, notice.** At any time after the expense incurred or to be incurred in making an improvement shall be calculated under the direction of the council, the council shall determine by resolution the amount of the total expense the municipality will pay, other than the amount, if any, which it will pay as a property owner, and the amount to be assessed. If a county proposes to assess within the boundaries of a city for a county state-aid highway or county highway, including curbs, gutters, and storm sewers, the resolution must include the portion of the cost proposed to be assessed within the city. The county shall forward the resolution to the city and it may not proceed with the assessment procedure nor may the county allocate any cost under this section for property within the city unless the city council adopts the resolution approving the assessment. Thereupon the clerk, with the assistance of the engineer or other qualified person selected by the council, shall calculate the proper amount to be specially assessed for the improvement against every assessable lot, piece or parcel of land, without regard to cash valuation, in accordance with the provisions of section 429.051. The proposed assessment roll shall be filed with the clerk and be open to public inspection. The clerk shall thereupon, under the council's direction, publish notice that the council will meet to consider the proposed assessment. Such notice shall be published in the newspaper at least once and shall be mailed to the owner of each parcel described in the assessment roll. For the purpose of giving mailed notice under this subdivision, owners shall be those shown to be such on the records of the county auditor or, in any county where tax statements are mailed by the county treasurer, on the records of the county treasurer; but other appropriate records may be used for this purpose. Such publication and mailing shall be no less than two weeks prior to such meeting of the council. Except as to the owners of tax-exempt

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property or property taxes on a gross earnings basis, every property owner whose name does not appear on the records of the county auditor or the county treasurer shall be deemed to have waived such mailed notice unless the owner has requested in writing that the county auditor or county treasurer, as the case may be, include the name on the records for such purpose. Such notice shall state the date, time, and place of such meeting, the general nature of the improvement, the area proposed to be assessed, the total amount of the proposed assessment, that the proposed assessment roll is on the file with the clerk, and that written or oral objections thereto by any property owner will be considered. The notice must also state that no appeal may be taken as to the amount of any assessment adopted pursuant to subdivision 2, unless a written objection signed by the affected property owner is filed with the municipal clerk prior to the assessment hearing or presented to the presiding officer at the hearing. The notice shall also state that an owner may appeal an assessment to district court pursuant to section 429.081 by serving notice of the appeal upon the mayor or clerk of the municipality within 30 days after the adoption of the assessment and filing such notice with the district court within ten days after service upon the mayor or clerk. The notice shall also inform property owners of the provisions of sections 435.193 to 435.195 and the existence of any deferment procedure established pursuant thereto in the municipality. In addition, the notice mailed to the owner must state in clear language the following information:

(1) the amount to be specially assessed against that particular lot, piece, or parcel of land;

(2) adoption by the council of the proposed assessment may be taken at the hearing;

(3) the right of the property owner to prepay the entire assessment and the person to whom prepayment must be made;

(4) whether partial prepayment of the assessment has been authorized by ordinance;

(5) the time within which prepayment may be made without the assessment of interest; and

(6) the rate of interest to be accrued if the assessment is not prepaid within the required time period.

Subd. 2. **Adoption; interest.** At such meeting or at any adjournment thereof the council shall hear and pass upon all objections to the proposed assessment, whether presented orally or in writing. The council may amend the proposed assessment as to any parcel and by resolution adopt the same as the special assessment against the lands named in the assessment roll. Notice of any adjournment of the hearing shall be adequate if the minutes of the meeting so adjourned show the time and place when and where the hearing is to be continued.

The council may consider any objection to the amount of a proposed assessment as to a specific parcel of land at an adjourned hearing upon further notice to the affected property owner as it deems advisable. At the adjourned hearing the council or a committee of it may hear further written or oral testimony on behalf of the objecting property owner and may consider further written or oral testimony from appropriate city officials and other witnesses as to the amount of the assessment. The council or committee shall prepare a record of the proceedings at the adjourned hearing and written findings as to the amount of the assessment. The amount of the assessment as finally determined by the council shall become a part of the adopted assessment roll. No appeal may be taken as to the amount of any assessment adopted under this section unless written objection signed by the affected property owner is filed with the municipal clerk prior to the assessment hearing or presented to the presiding officer at the hearing. All objections to the assessments not received at the assessment hearing in the manner prescribed by this subdivision are waived, unless the failure to object at the assessment hearing is due to a reasonable cause.

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If the adopted assessment differs from the proposed assessment as to any particular lot, piece, or parcel of land, the clerk must mail to the owner a notice stating the amount of the adopted assessment. Owners must also be notified by mail of any changes adopted by the council in interest rates or prepayment requirements from those contained in the notice of the proposed assessment.

The assessment, with accruing interest, shall be a lien upon all private and public property included therein, from the date of the resolution adopting the assessment, concurrent with general taxes; but the lien shall not be enforceable against public property as long as it is publicly owned, and during such period the assessment shall be recoverable from the owner of such property only in the manner and to the extent provided in section 435.19. Unless otherwise provided in the resolution, all assessments shall be payable in equal annual installments extending over such period, not exceeding 30 years, as the resolution determines, payable on the first Monday in January in each year, but the number of installments need not be uniform for all assessments included in a single assessment roll if a uniform criterion for determining the number of installments is provided by the resolution. Assessments on property located in a targeted neighborhood as defined in Laws 1987, chapter 386, article 6, section 4, may be payable in variable annual installments if the resolution provides for a variable payment. The first installment of each assessment shall be included in the first tax rolls completed after its adoption and shall be payable in the same year as the taxes contained therein; except that the payment of the first installment of any assessment levied upon unimproved property may be deferred until a designated future year, or until the platting of the property or the construction of improvements thereon, upon such terms and conditions and based upon such standards and criteria as may be provided by resolution of the council. If special assessments against the property have been deferred pursuant to this subdivision, the governmental unit shall record with the county recorder in the county in which the property is located a certificate containing the legal description of the affected property and of the amount deferred. In any event, every assessment the payment of which is so deferred, when it becomes payable, shall be divided into a number of installments such that the last installment thereof will be payable not more than 30 years after the levy of the assessment. All assessments shall bear interest at such rate as the resolution determines. To the first installment of each assessment shall be added interest on the entire assessment from a date specified in the resolution levying the assessment, not earlier than the date of the resolution, until December 31 of the year in which the first installment is payable, and to each subsequent installment shall be added interest for one year on all unpaid installments; or alternatively, any assessment may be made payable in equal annual installments including principal and interest, each in the amount annually required to pay the principal over such period with interest at such rate as the resolution determines, not exceeding the maximum period and rate specified above. In the latter event no prepayment shall be accepted under subdivision 3 without payment of all installments due to and including December 31 of the year of prepayment, together with the original principal amount reduced only by the amounts of principal included in such installments, computed on an annual amortization basis. When payment of an assessment is deferred, as authorized in this subdivision, interest thereon for the period of deferment may be made payable annually at the same times as the principal installments of the assessment would have been payable if not deferred; or interest for this period may be added to the principal amount of the assessment when it becomes payable; or, if so provided in the resolution levying the assessment, interest thereon to December 31 of the year before the first installment is payable may be forgiven.

Subd. 3. **Transmitted to auditor, prepayment.** After the adoption of the assessment, the clerk shall transmit a certified duplicate of the assessment roll with each installment, including interest, set forth separately to the county auditor of the county to be extended on the proper tax lists of the county; but in lieu of such certification, the council may in its discretion direct the clerk to file all assessment rolls in the clerk's office and to certify annually to the county auditor, on or before November 30 in each year, the total amount of installments of and interest on assessments on each parcel of land in the municipality which are to become due in the following year. If any installment and interest has not been so certified prior to the year when it

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is due, the clerk shall forthwith certify the same to the county auditor for collection in the then succeeding year; and if the municipality has issued improvement warrants to finance the improvement, it shall pay out of its general funds into the fund of the improvement interest on the then unpaid balance of the assessment for the year or years during which the collection of such installment is postponed. All assessments and interest thereon shall be collected and paid over in the same manner as other municipal taxes. The owner of any property so assessed may, at any time prior to certification of the assessment or the first installment thereof to the county auditor, pay the whole of the assessment on such property, with interest accrued to the date of payment, to the municipal treasurer, except that no interest shall be charged if the entire assessment is paid within 30 days from the adoption thereof; and, except as hereinafter provided, the owner may at any time prior to November 15 of any year, prepay to the treasurer of the municipality having levied said assessments, the whole assessment remaining due with interest accrued to December 31 of the year in which said prepayment is made. If the assessment roll is retained by the municipal clerk, the installment and interest in process of collection on the current tax list shall be paid to the county treasurer and the remaining principal balance of the assessment, if paid, shall be paid to the municipal treasurer. The council may by ordinance authorize the partial prepayment of assessments, in such manner as the ordinance may provide, prior to certification of the assessment or the first installment thereof to the county auditor.

Subd. 4. **Collection, tax-exempt property.** On the confirmation of any assessments the clerk shall mail to the county auditor a notice specifying the amount payable by any county, to the clerk or recorder of any other political subdivision a notice specifying the amount payable by the political subdivision and to the owner of any right-of-way, at its principal office in the state, a notice specifying the amount payable on account of any right-of-way. The amount payable on account of any right-of-way or public property shall be payable to the municipality's treasurer and shall be payable in like installments and with like interest and penalties as provided for in reference to the installments payable on account of assessable real property, except that interest accruing shall not begin to run until the notice provided in this subdivision has been properly given and 30 days thereafter have elapsed. The governing body of any such political subdivision shall provide for the payment of these amounts and shall take appropriate action to that end. If the assessment is not paid in a single installment, the municipal treasurer shall annually mail to the owner of any right-of-way and, as long as the property is publicly owned, to the owner of any public property a notice stating that an installment is due and should be paid to the municipal treasurer of the municipality which levied the special assessment. The municipality may collect the amount due on account of the right-of-way of any railroad or privately owned public utility by distress and sale of personal property in the manner provided by law in case of taxes levied upon personal property or by suit brought to enforce the collection of this indebtedness unless a different method of collecting such amounts is provided for by any contract between the owner of any right-of-way and the municipality.

Subd. 5. **Special assessments; administrative expenses.** Notwithstanding any general or special law to the contrary, a municipality shall pay to the county auditor all administrative expenses incurred by the county under subdivision 3 for each special assessment of any local improvement certified by the municipality to the county auditor.

History: *1953 c 398 s 6; 1955 c 811 s 2; 1957 c 510 s 2; 1957 c 699 s 1; 1961 c 77 s 1; 1961 c 525 s 5-7; 1963 c 771 s 2-4; 1965 c 877 s 3; 1969 c 1045 s 1; 1969 c 1095 s 1; 1974 c 314 s 2; 1976 c 195 s 2; 1976 c 324 s 18; 1980 c 509 s 164; 1980 c 560 s 5; 1980 c 607 art 11 s 1,2; 1984 c 478 s 2; 1984 c 543 s 50; 1Sp1985 c 16 art 1 s 3; 1986 c 315 s 2; 1986 c 444; 1986 c 473 s 10,11; 1987 c 344 s 3; 1987 c 386 art 6 s 2; 1991 c 342 s 8; 1993 c 375 art 5 s 33; art 17 s 17; 2005 c 4 s 106*

429.07 [Repealed, 1953 c 398 s 13]

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429.071 SUPPLEMENTAL ASSESSMENTS; REASSESSMENT.

Subdivision 1. **Supplemental assessments.** The council may make supplemental assessments to correct omissions, errors, or mistakes in the assessment relating to the total cost of the improvement or any other particular. A supplemental assessment shall be preceded by personal or mailed notice to the owner of each parcel included in the supplemental assessment and a hearing as provided for the original assessment.

Subd. 2. **Reassessment.** When an assessment is, for any reason whatever, set aside by a court of competent jurisdiction as to any parcel or parcels of land, or in event the council finds that the assessment or any part thereof is excessive or determines on advice of the municipal attorney that the assessment or proposed assessment or any part thereof is or may be invalid for any reason, the council may, upon notice and hearing as provided for the original assessment, make a reassessment or a new assessment as to such parcel or parcels.

Subd. 3. **Reapportionment upon land division.** When a tract of land against which a special assessment has been levied is thereafter divided or subdivided by plat or otherwise, the council may, on application of the owner of any part of the tract or on its own motion equitably apportion among the various lots or parcels in the tract all the installments of the assessment against the tract remaining unpaid and not then due if it determines that such apportionment will not materially impair collection of the unpaid balance of the original assessment against the tract. The council may, and if the special assessment has been pledged to the payment of improvement warrants shall, require the owner or owners, as a condition of such apportionment, to furnish a satisfactory surety bond fully protecting the municipality against any loss resulting from failure to pay any part of the reapportionment assessment when due. Notice of such apportionment and of the right to appeal shall be mailed to or personally served upon all owners of any part of the tract. Within 30 days after the mailing or service of the notice of such apportionment any such owner may appeal as provided in section 429.081.

Subd. 4. **Reassessment, tax-forfeited land.** When a parcel of tax-forfeited land is returned to private ownership and the parcel is benefited by an improvement for which special assessments were canceled because of the forfeiture, the municipality that made the improvement may, upon notice and hearing as provided for the original assessment, make a reassessment or a new assessment as to the parcel in an amount equal to the amount remaining unpaid on the original assessment.

History: *1953 c 398 s 7; 1957 c 366 s 1; 1961 c 525 s 8; 1965 c 877 s 4; 1976 c 259 s 1*

429.08 [Repealed, 1953 c 398 s 13 subd 1]

429.081 APPEAL TO DISTRICT COURT.

Within 30 days after the adoption of the assessment, any person aggrieved, who is not precluded by failure to object prior to or at the assessment hearing, or whose failure to so object is due to a reasonable cause, may appeal to the district court by serving a notice upon the mayor or clerk of the municipality. The notice shall be filed with the court administrator of the district court within ten days after its service. The municipal clerk shall furnish appellant a certified copy of objections filed in the assessment proceedings, the assessment roll or part complained of, and all papers necessary to present the appeal. The appeal shall be placed upon the calendar of the next general term commencing more than five days after the date of serving the notice and shall be tried as other appeals in such cases. The court shall either affirm the assessment or set it aside and order a reassessment as provided in section 429.071, subdivision 2. If appellant does not prevail upon the appeal, the costs incurred shall be taxed by the court and judgment entered therefor. All

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objections to the assessment shall be deemed waived unless presented on such appeal. This section provides the exclusive method of appeal from a special assessment levied pursuant to this chapter.

History: *1953 c 398 s 8; 1961 c 525 s 9; 1978 c 749 s 2; 1980 c 607 art 11 s 3; 1Sp1986 c 3 art 1 s 82*

429.09 [Repealed, 1953 c 398 s 13]

429.091 FINANCING.

Subdivision 1. **Authority.** At any time after one or more improvements are ordered as contemplated in section 429.031, the council may issue obligations in such amount as it deems necessary to defray in whole or in part the expense incurred and estimated to be incurred in making the improvement or improvements, including every item of cost of the kinds authorized in section 475.65. In the event of any omission, error, or mistake in any of the proceedings required precedent to the ordering of any improvement, the validity of the obligations shall not be affected thereby. The council shall cause all further actions and proceedings to be taken with due diligence that are required for the construction of each improvement financed wholly or partly from the proceeds of obligations issued hereunder, and for the final and valid levy of special assessments and the appropriation of any other funds needed to pay the obligations and interest thereon when due.

Subd. 2. **Types of obligations permitted.** The council may by resolution adopted prior to the sale of obligations pledge the full faith, credit, and taxing power of the municipality for the payment of the principal and interest. Such obligations shall be called improvement bonds and the council shall pay the principal and interest out of any fund of the municipality when the amount credited to the specified fund is insufficient for the purpose and shall each year levy a sufficient amount to take care of accumulated or anticipated deficiencies, which levy shall not be subject to any statutory or charter tax limitation. Obligations for the payment of which the full faith and credit of the municipality is not pledged shall be called assessment revenue notes or, in the case of bonds for fire protection, revenue bonds and shall contain a promise to pay solely out of the proper special fund or funds pledged to their payment. It shall be the duty of the municipal treasurer to pay maturing principal and interest on warrants or revenue bonds out of funds on hand in the proper funds and not otherwise.

Subd. 3. **Method of issuance.** All obligations shall be issued in accordance with the provisions of chapter 475, except as provided in this subdivision.

An election shall be required for bonds if less than 20 percent of the cost of the improvement to the municipality is to be assessed against benefited property.

If the full faith, credit, and taxing power of the municipality is not pledged and the bonds are issued to finance a fire protection system, a public sale shall not be required and the obligations may

(1) mature at any time or times within 30 years from date of issue; or 40 years or the useful life of the asset, whichever is less, for municipal water and wastewater treatment systems and essential community facilities financed or guaranteed by the United States Department of Agriculture;

(2) mature in the amount or amounts;

(3) be sold at a price equal to the percentage of their par value, plus accrued interest; and

(4) bear interest at the rate or rates,

as agreed by the purchaser and the municipality, notwithstanding any limitation of interest rate or cost or of the amounts of annual maturities contained in any other law.

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The maturities shall be such as in the opinion of the council are warranted by the anticipated collections of assessments and ad valorem levies for the municipality's share of the cost; except that the council may in its discretion issue and sell temporary improvement bonds maturing and subject to further conditions as set forth in subdivision 5. All obligations shall state upon their face the purpose of the issue and the fund from which they are payable. The amount of any obligations issued hereunder shall not be included in determining the net indebtedness of any municipality under the provisions of any law limiting such indebtedness.

Subd. 4. **Funds.** The proceeds from the sale of each issue of obligations and from collections of special assessments levied and other moneys appropriated for each improvement to be financed wholly or partly from such proceeds shall be credited to a separate construction fund which shall be used solely to defray expenses of such improvements and payment of principal and interest due upon the obligations prior to completion and payment of all costs of the improvements so financed. Any balance of the proceeds of bonds remaining therein may be used to pay the cost, in whole or in part, of any other improvement instituted pursuant to this chapter. A separate account shall be maintained in the construction fund to record expenditures for each improvement, and when the total cost thereof has been paid all subsequent collections of special assessments levied for the improvement shall be credited and paid into the debt service fund for the obligations issued to finance the improvement, as provided in section 475.61. Any taxes levied for improvements financed by an issue of obligations shall be credited directly to the debt service fund.

Subd. 5. **Temporary improvement bonds.** In anticipation of the issuance of improvement bonds, the council may by resolution issue and sell temporary improvement bonds maturing within not more than three years from their date of issue to pay any part or all of the cost of one or more improvements. To the extent that the principal of and interest on the temporary improvement bonds cannot be paid when due from receipts of special assessments, taxes, or other funds appropriated for the purpose, they shall be paid from the proceeds of improvement bonds or additional temporary improvement bonds which the council shall offer for sale in advance of their maturity but the indebtedness funded by an issue of temporary improvement bonds shall not be extended by the issue of additional temporary improvement bonds for more than six years from the date of the first issue. The holders of any temporary improvement bonds shall have and may enforce, by mandamus or other appropriate proceedings, all rights respecting the levy and collection of sufficient special assessments and taxes to pay the cost of the improvements financed by them which are granted by law to holders of improvement bonds, except the right to require the levies to be collected prior to the maturity of the temporary improvement bonds. If any temporary improvement bonds are not paid in full at maturity, the holders may require the issuance in exchange for them, at par, of new temporary improvement bonds maturing within one year from their date of issue (but not subject to any other maturity limitation), and bearing interest at the maximum rate permitted by law.

Subd. 6. **Investment of other municipal funds.** Funds of a municipality may be invested in its temporary improvement bonds in accordance with the provisions of section 118A.04, and may be purchased upon their initial issue, but shall be purchased only from funds which the council determines will not be required for other purposes before the maturity date, and shall be resold before maturity only in case of emergency. If purchased from a debt service fund securing other bonds, the holders of those bonds may enforce the municipality's obligations on the temporary improvement bonds in the same manner as if they held the temporary improvement bonds.

Subd. 7. **General obligation temporary improvement bonds.** The council may by resolution adopted prior to the sale of any temporary improvement bonds pledge the full faith, credit, and taxing power of the municipality for the payment of the principal and interest, in addition to all provisions made for their security in subdivision 5. In this event the bonds shall be designated as general obligation temporary improvement

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bonds, and the council shall levy taxes for their payment in accordance with section 475.61. Proceeds of improvement bonds or temporary improvement bonds not yet sold may be treated as pledged revenues, in reduction of the tax otherwise required by section 475.61 to be levied prior to delivery of the obligations.

Subd. 7a. **Revolving fund bonds.** The council may by resolution establish a revolving fund for the payment of the costs of any improvement or any waterworks systems, sewer systems, or storm sewer systems described in section 444.075, the costs of facilities to maintain streets and water, sewer, and storm sewer systems and for the payment of any obligations issued to pay the costs of the facilities and systems referred to in this subdivision or to refund obligations issued for those purposes. The council may create within the revolving fund a separate construction account into which the municipality may deposit the proceeds of any obligations payable from the fund, the proceeds of any special assessments collected with respect to any improvement, any net revenues of a waterworks, sewer system, or storm sewer system described in section 444.075 or any other available funds of the municipality appropriated to it. Amounts on deposit in the construction account may be used to pay the costs of any improvement or any waterworks, sewer system, or storm sewer system described in section 444.075 or any street or water, sewer, or storm sewer maintenance facilities. No funds may be expended for an improvement unless at least 20 percent of the costs of each such improvement is to be assessed against benefited property. No funds may be expended for a waterworks, sewer system, or storm sewer system, other than a sewer system described in section 115.46, or maintenance facilities unless the council estimates that the costs will be recovered from the net revenues of the system or any combined waterworks, sewer systems, or storm sewer systems operated by the municipality. The council may also create a separate debt service account within the revolving fund for the payment of principal of and interest on any obligations payable therefrom. Notwithstanding subdivision 4, the council is not required to pledge any particular assessments or other revenues to the payment of the obligations. Collections of special assessments or net revenues may be deposited in either the construction account or the debt service account as the council or an officer designated by the council may determine, having due regard for anticipated collections of special assessments and net revenues from improvements or waterworks, sewer systems, or storm sewer systems financed in whole or in part from the construction account, and taxes levied for the payment of the obligations. The council may issue obligations that are payable primarily from the debt service account for the purpose of providing funds to defray in whole or in part any expenses incurred or estimated to be incurred in making the improvement or improvements or in constructing the waterworks, sewer system, or storm sewer system, including every item of cost of the kinds authorized by section 475.65, and street and water, sewer, and storm sewer maintenance facilities or to refund obligations previously issued under this section or section 115.46 or 444.075. The obligations may be general obligations to which the full faith and credit of the municipality are pledged. If the special assessments to be levied and net revenues estimated to be available for their payment are estimated to be at least 20 percent of the principal amount of the obligations, the obligations may be issued without an election and shall not be included in determining the net indebtedness of the municipality under the provisions of any law limiting net indebtedness. The cost of a maintenance facility that may be financed under this subdivision is limited only to the portion of the facility that is fairly allocable to the maintenance of streets and water, sewer, and storm sewer systems.

Subd. 8. **Application; limitations under federal tax law.** Sections 474A.01 to 474A.21 apply to any issuance of obligations under this section which are subject to limitation under a federal tax law as defined in section 474A.02, subdivision 8.

History: *1953 c 398 s 9; 1955 c 811 s 3-5; 1957 c 385 s 1; 1965 c 877 s 5; 1976 c 324 s 19-21; 1981 c 171 s 1-4; 1984 c 548 s 6; 1984 c 582 s 5,6,23; 1984 c 591 s 4,5; 1984 c 633 s 4; 1Sp1985 c 14 art 8 s 63; 1986 c 465 art 1 s 3; 1987 c 344 s 4,5; 1992 c 545 art 2 s 4; 1996 c 297 s 1; 1996 c 399 art 2 s 12; 2000 c 260 s 57; 2001 c 214 s 11*

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429.10 [Repealed, 1953 c 398 s 13]

429.101 UNPAID SPECIAL CHARGES MAY BE SPECIAL ASSESSMENTS.

Subdivision 1. **Ordinances.** (a) In addition to any other method authorized by law or charter, the governing body of any municipality may provide for the collection of unpaid special charges as a special assessment against the property benefited for all or any part of the cost of:

(1) snow, ice, or rubbish removal from sidewalks;

(2) weed elimination from streets or private property;

(3) removal or elimination of public health or safety hazards from private property, excluding any structure included under the provisions of sections 463.15 to 463.26;

(4) installation or repair of water service lines, street sprinkling or other dust treatment of streets;

(5) the trimming and care of trees and the removal of unsound trees from any street;

(6) the treatment and removal of insect infested or diseased trees on private property, the repair of sidewalks and alleys;

(7) the operation of a street lighting system;

(8) the operation and maintenance of a fire protection or a pedestrian skyway system;

(9) inspections relating to a municipal housing maintenance code violation;

(10) the recovery of any disbursements under section 504B.445, subdivision 4, clause (5), including disbursements for payment of utility bills and other services, even if provided by a third party, necessary to remedy violations as described in section 504B.445, subdivision 4, clause (2); or

(11) [Repealed, 2004 c 275 s 5]

(12) the recovery of delinquent vacant building registration fees under a municipal program designed to identify and register vacant buildings.

(b) The council may by ordinance adopt regulations consistent with this section to make this authority effective, including, at the option of the council, provisions for placing primary responsibility upon the property owner or occupant to do the work personally (except in the case of street sprinkling or other dust treatment, alley repair, tree trimming, care, and removal, or the operation of a street lighting system) upon notice before the work is undertaken, and for collection from the property owner or other person served of the charges when due before unpaid charges are made a special assessment.

(c) A home rule charter city, statutory city, county, or town operating an energy improvements financing program under section 216C.436 or 216C.437 has the authority granted to a municipality under paragraph (a) with respect to energy improvements financed under that section.

Subd. 2. **Procedure for assessment.** Any special assessment levied under subdivision 1 shall be payable in a single installment, or by up to ten equal annual installments as the council may provide, except that a special assessment made under an energy improvements financing program under subdivision 1, paragraph (c), may be repayable in up to 20 equal installments. With these exceptions, sections 429.061, 429.071, and 429.081 shall apply to assessments made under this section.

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Subd. 3. **Issuance of obligations.** (a) After a contract for any of the work enumerated in subdivision 1 has been let, or the work commenced, the council may issue obligations to defray the expense of any such work financed in whole or in part by special charges and assessments imposed upon benefited property under this section.

(b) Section 429.091 shall apply to such obligations with the following modifications:

(1) such obligations shall be payable not more than two years from the date of issuance;

(2) the amount of such obligations issued at one time in a municipality shall not exceed the cost of such work during the ensuing six months as estimated by the council;

(3) a separate improvement fund shall be set up for each of the enumerated services referred to in subdivision 1 and financed under this section.

(c) Proceeds of special charges as well as special assessments and taxes shall be credited to such improvement fund.

History: *1953 c 398 s 10; 1955 c 811 s 6; 1963 c 771 s 5; 1965 c 323 s 2; 1973 c 337 s 1; 1974 c 340 s 1,2; 1984 c 548 s 7; 1984 c 582 s 7; 1984 c 591 s 6; 1984 c 633 s 5; 1986 c 444; 1Sp2003 c 21 art 11 s 29; 2004 c 275 s 2; 2008 c 366 art 6 s 42; 2010 c 216 s 22; 2013 c 85 art 8 s 6; 2018 c 155 s 36*

429.11 [Repealed, 1953 c 398 s 13]

429.111 CHARTER PROVISIONS, EFFECT.

Any city operating under a home rule charter may proceed either under this chapter or under its charter in making an improvement unless a home rule charter or amendment adopted after April 17, 1953, provides for making such improvement under this chapter or under the charter exclusively.

History: *1953 c 398 s 11; 1955 c 811 s 7; 1976 c 44 s 39*

429.12 [Repealed, 1953 c 398 s 13]

429.13 [Repealed, 1953 c 398 s 13]

429.14 [Repealed, 1953 c 398 s 13]

429.15 [Repealed, 1953 c 398 s 13]

429.16 [Repealed, 1953 c 398 s 13]

429.17 [Repealed, 1953 c 398 s 13]

429.18 [Repealed, 1953 c 398 s 13]

429.185 [Repealed, 1949 c 314 s 3]

429.19 [Renumbered 429.035]

429.20 [Renumbered 429.036]

429.21 [Repealed, 1953 c 398 s 13]

429.22 [Repealed, 1953 c 398 s 13]

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429.23 [Repealed, 1953 c 398 s 13]

429.24 [Repealed, 1953 c 398 s 13]

429.25 [Repealed, 1953 c 398 s 13]

429.27 [Repealed, 1953 c 398 s 13]

429.28 [Repealed, 1953 c 398 s 13]

429.29 [Repealed, 1953 c 398 s 13]

429.30 [Renumbered 435.36, subdivision 1]

429.31 [Renumbered 435.36, subd 2]

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

CC Regular Session **7. 1.**

Meeting Date: 10/08/2019

By: Grant Riemer, Engineering/Public Works

Information

Title:

Roof Replacement for Old Town Hall

Purpose/Background:

Purpose:

The purpose of this case is to seek council authorization to perform a complete tear off of the existing cedar shingles and replace roof decking materials, as needed, at the Old Town Hall located at 14120 Hwy 47. As part of the repairs some of the fascia and soffit will also need to be replaced.

Background:

Over the years, there have been several scenarios discussed with regard to the future of the Old Town Hall, they include the following:

- Complete the restoration of the Old Town Hall at its current location and utilize it for a community meeting place and/or a historical center. In 2007 the estimate for this scenario was $221,300 and included creating parking and upgrading the private access to a public street.
- Complete the restoration of the Old Town Hall and lease the space to a private entity to operate a business out of the location.
- Move the Old Town Hall from its current location to a new location in a park and complete the restoration at its new location.

Notification:

N/A

Observations/Alternatives:

This case strictly pertains to the the roof repair and not further restoration or relocation plans. The broader project will be a topic of a future work session discussion. The roof is in need of replacement to prevent damage to the rest of the structure. The roof was replaced last in 1995 and at that time red cedar shingles were used. Those shingles are now starting to deteriorate and several holes in the roof are starting to appear. The attached RFP requires complete removal of the cedar shingles and replacement of any roof decking that may need repair as well. Staff is recommending replacing the cedar shingles with asphalt architectural shingles to prolong life and eliminate maintenance. The use of architectural asphalt shingles is allowed and will not affect the building's historical status. The roof repair is an important investment to prevent further deterioration of the building in order to consider future uses. This investment is not recommended if the Council is considering demolition of the building,

Responses to the RFP are due October 7th at 4:00 pm. Staff will update the council with the final results of the RFP at the meeting.

Funding Source:

Facility Fund

Recommendation:

Staff feels that the roof should be replaced at a minimum, to protect the rest of the structure from water damage, until a full restoration plan can be formalized and budgeted for in the future.

Staff recommends entering into a contract with _____ to perform the necessary roof repairs to the Old Town Hall as outlined in the RFP.

Action:

Motion to council to enter into a contract for the amount of $ _____with _____ to perform the necessary roof repairs to the Old Town Hall as outlined in the attached RFP.

Attachments

Roof Pictures

RFP

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	10/03/2019 04:04 PM
Form Started By: Grant Riemer		Started On: 09/30/2019 08:03 AM
Final Approval Date: 10/03/2019		







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ISSUE DATE:
Tuesday, September 23, 2019

PROPOSAL(S) MUST BE RECEIVED BY:
4:00 pm CDT on Monday, October 7th, 2019

Mail Proposals To:
City of Ramsey
7550 Sunwood Drive NW
Ramsey, MN 55303
Attn. Grant Riemer, Public Works Superintendent

Instruction to Bidders

Invitation to Bid

The City of Ramsey Public Works Department is seeking Request for Proposal (RFP) for the repair of the roof on our Historic City Hall, located at 14120 St. Francis Blvd, Ramsey MN. Your response to this request will be evaluated to determine the qualifications of your company. Proposals will not be evaluated unless all requested information are submitted in a complete package. The information requested is the minimum required in order to qualify for consideration.

Scope of services

The City reserves the right to reject any or all proposals or to accept any proposal that they deem is in the best interest to the City of Ramsey. The contractor shall furnish all labor and equipment required to complete this project. The contractor shall inform the City of Ramsey at least two (2) business days in advance of when this project will begin.

Bid requirements

- Previous experience your company has with restoration of historical designated buildings
- References from customers with similar type projects
- All bidders are required to make appointments with City staff to visit site
- Disposal of existing shingles and other materials removed during construction
- Replacement of soffit and fascia materials as needed
- Replacement of roof decking material as needed.
- Other than the shingles, all materials must be replaced with in kind materials
- Replacement shingles must be asphalt shingles, which are architectural in design, with 30 year guarantee
- Please list costs for soffit and fascia repairs separate from the roof replacement costs
- All materials must be approved by City before construction may begin.
- Proof of liability insurance and a City of Ramsey Contractors license is required

Submission for Proposals

In order for proposal to be considered, all information requested must be included on the attached bid forms. The City of Ramsey is tax exempt. ST3 forms are available upon request.

Communication with the City: If any requirements of this RFP are not clearly understood, the Contractor is responsible for contacting the City in writing, for further clarification in a prompt manner. Responses to inquiries, if they change or clarify the RFP in a substantial manner, will be forwarded by addenda to the RFP. All communication is to go through the primary contact listed below with no exception.

Primary Contact Person

Name: Grant Riemer, Public Works Superintendent
Address: 7550 Sunwood Drive NW, Ramsey MN 55303
Email: griemer@cityoframsey.com
Phone: 763-433-9863

Contractor Information

The City of Ramsey may request additional information to vet your proposal. The City may also perform an interview with contractors under consideration to clarify any information that was provided.

Quality Control

Work under this proposal shall be performed by a single company that is experienced with roofing construction. The quality of the project will be monitored by City of Ramsey staff. If for any reason, City staff deemed areas were unsatisfactory, the contractor must return and repair any or all of these areas. There shall be no charge to the City for these call backs.

Insurance Requirements

By submitting a quotation, the Contractor affirms they shall maintain the following minimum insurance coverage while completing their work as related to this RFP in the following amounts: Commercial General Liability $1,000,000 per occurrence (written on an occurrence-based form bodily injury and property damage); automobile liability $1,000,000 per occurrence (including hired & non-owned bodily injury and property damage). The City of Ramsey shall be named as an additional insured on the Commercial General Liability insurance. Certificates of Insurance for all of the above insurance shall be filed with the City prior to the WORK. The Contractor also affirms they shall be licensed to perform the work in the State of Minnesota, and the work shall comply with all state and local laws.

Payments

Payment will be made upon submittal of an invoice to the City, on a net 30-day basis following City acceptance of the work.

Cancellation

The City of Ramsey reserves the right to reject any or all of the proposals; request new proposals that meet the general specifications set forth and waive any informality. The City also reserves the right to award the proposal that best serves the interest of the City of Ramsey.
In the event of unsatisfactory performance of any contract awarded, the City of Ramsey reserves the right to terminate the contract upon giving 30 days written notice to the contractor.

Proposal

- Disposal of existing shingles and other materials removed during construction

- Replacement of soffit and fascia materials as needed
- Replacement of shingles and roof decking material as needed

Roof Replacement Cost **$**_____
Soffit and Fascia Replacement Cost **$**_____

Total **$**_____

Company: Name_____

Address_____

Phone_____

Fax_____

E-mail_____

Signature & Title of representative_____

_____

Disclaimer: This request for proposal is only a solicitation for information. The City of Ramsey is not obligated to enter into a contract is not responsible for any costs associated with the preparation of proposals or site visits.

CC Regular Session **7. 2.**

Meeting Date: 10/08/2019

By: Sean Sullivan, Community Development

Information

Title

Adopt Resolution #19-245 Approving Authorization to Add Back Parcels Into TIF District #14

Purpose/Background:

Purpose:

The purpose of this case is to authorize Staff to begin a process to correct a tax collection error within Tax Increment Finance (TIF) District #14. Taxes have been collected, but new increment generated from increased values has not been captured for all eligible parcels. Original base value continues to be distributed to City, County, and School District.

Please note that this is NOT an establishment of a new district. This is a correction to a district already in place.

Background:

City Staff was in the process of reviewing current and future revenue for TIF District 14 and identified numerous tax parcels that should have been included in the district 'capture'. The impetus behind this error originates with a 4-year knock down period. This essentially states that if there are no eligible activities (new construction) on a parcel, it is no longer calculated as new increment captured within the district. Parcels can be added back in once an eligible activity occurs, as is the case with this request. See the memo from Ehlers financial/municipal advisors for detailed information.

Notification:

No formal notification is required.

Observations/Alternatives:

These parcels should be added back to the district to maximize the amount of TIF generated by the district and to fulfill prior, current and future obligations within the District. Of key note, the City has a TIF Agreement with Affinity at Ramsey and this parcel needs to be added back to the TIF Calculation to be able to meet this obligation. Another significant obligation proposed to be funded by this district is the reconstruction of Bunker Lake Boulevard between Ramsey Boulevard and Armstrong Boulevard, an obligation under a Joint Powers Agreement (JPA) with Anoka County.

Ehlers, the City's Financial Advisor for TIF Projects, has drafted a memo outlining the process to add back parcels into the district. This process includes issuing a Writ of Mandamus that would allow Anoka County to bring the parcels back into the district with the appropriate base values for the year qualifying activity occurred. Qualifying activity includes land acquisition, demolition, site improvements, and/or road installation.

In 2014, Ehlers completed a study that identified over $39 Million in TIF eligible reimbursements within the district that encompasses a majority of The COR Area. Eligible activities include, but are not necessarily limited to, include land acquisition, future site improvements and reimbursement of public improvements installed prior to the establishment of the district. Maximizing the revenue captured in TIF

District #14 will allow the city to fund more of these items through TIF District #14, rather than the General Fund. TIF District #14 is a redevelopment district and it is scheduled to be decertified on December 31, 2040.

The City Council could do the following:

1. Adopt Resolution #19-245 Authorization to Add Back Parcels into TIF 14. This action would include filing the Writ of Mandamus and commencing court action to allow the Anoka County to add back all of the parcels identified by Staff and Ehlers that had qualifying activity.
2. Adopt an amended resolution that would only add back a portion of parcels that had qualifying activity.
3. Do nothing and not add back any parcels that had qualifying activity.

Staff recommends Option 1, adding back all parcels that had qualifying activity and to move forward with the Writ of Mandamus court action to allow Anoka County to add back these parcels. The estimated cost provided by Briggs and Morgan to add back these parcels is $25,000 to $30,000. This cost is a TIF eligible expense and staff recommends it be funded from TIF District #14.

Funding Source:

TIF District #14

There is no material change to the proposed 2020 General Fund Budget as a result of this correction.

Recommendation:

Staff recommends that the City Council adopt Resolution #19-245 approving authorization to add back parcels into TIF District #14.

Action:

Motion to adopt Resolution #19-245 approving authorization to add back parcels into TIF District #14.

Attachments

TIF Basics Presentation
Ehlers Memo and Add Back List
TIF 14 Add Back Parcel Map
Resolution #19-245

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Tim Gladhill	10/03/2019 08:27 AM
Sean Sullivan (Originator)	Kathy Schmitz	10/03/2019 09:13 AM
Tim Gladhill	Kathy Schmitz	10/03/2019 09:14 AM
Diana Lund	Diana Lund	10/03/2019 09:27 AM
Kurt Ulrich	Kurt Ulrich	10/03/2019 02:54 PM
Form Started By: Sean Sullivan		Started On: 09/27/2019 08:34 AM
Final Approval Date: 10/03/2019		

Excerpt From Presentation

EHLERS
LEADERS IN PUBLIC FINANCE

“Diamond in the Rough” TIF and Tax Abatement 1

Mary Ippel – Briggs & Morgan
Nick Anhut – Ehlers

What is TIF?

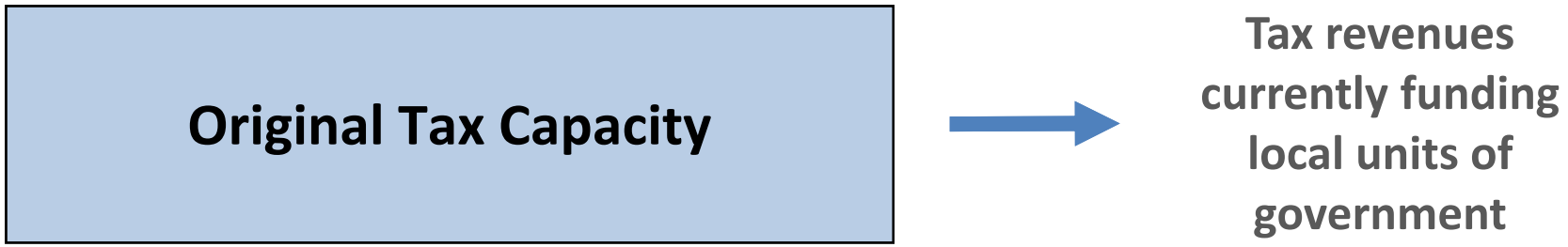
Defined within Minnesota Statutes 469.174 – 469.1794

Working definition of Tax Increment Financing (TIF):

The ability to capture and use most of the increased local property tax revenues from new development within a defined geographic area for a defined period of time without approval of the other taxing jurisdictions.

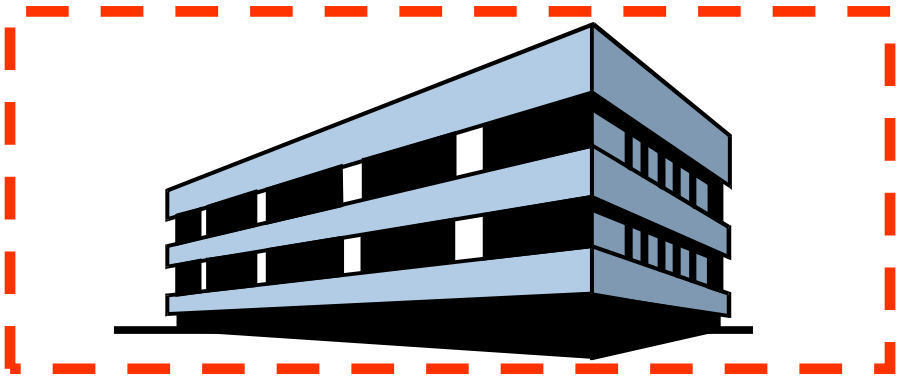
Building Blocks of TIF

There is a starting property value in the TIF District when it is created (also called “base value”)



Building Blocks of TIF

Development Occurs = New Tax Capacity
TIF District can "capture" the increased value from the <u>new</u> development



Original Tax Capacity

New or "Captured" Tax Capacity available for TIF

Original tax revenues continue to go to local units of government

TIF = Captured Tax Capacity x Tax Rate

Example: TIF Calculation for Commercial Use



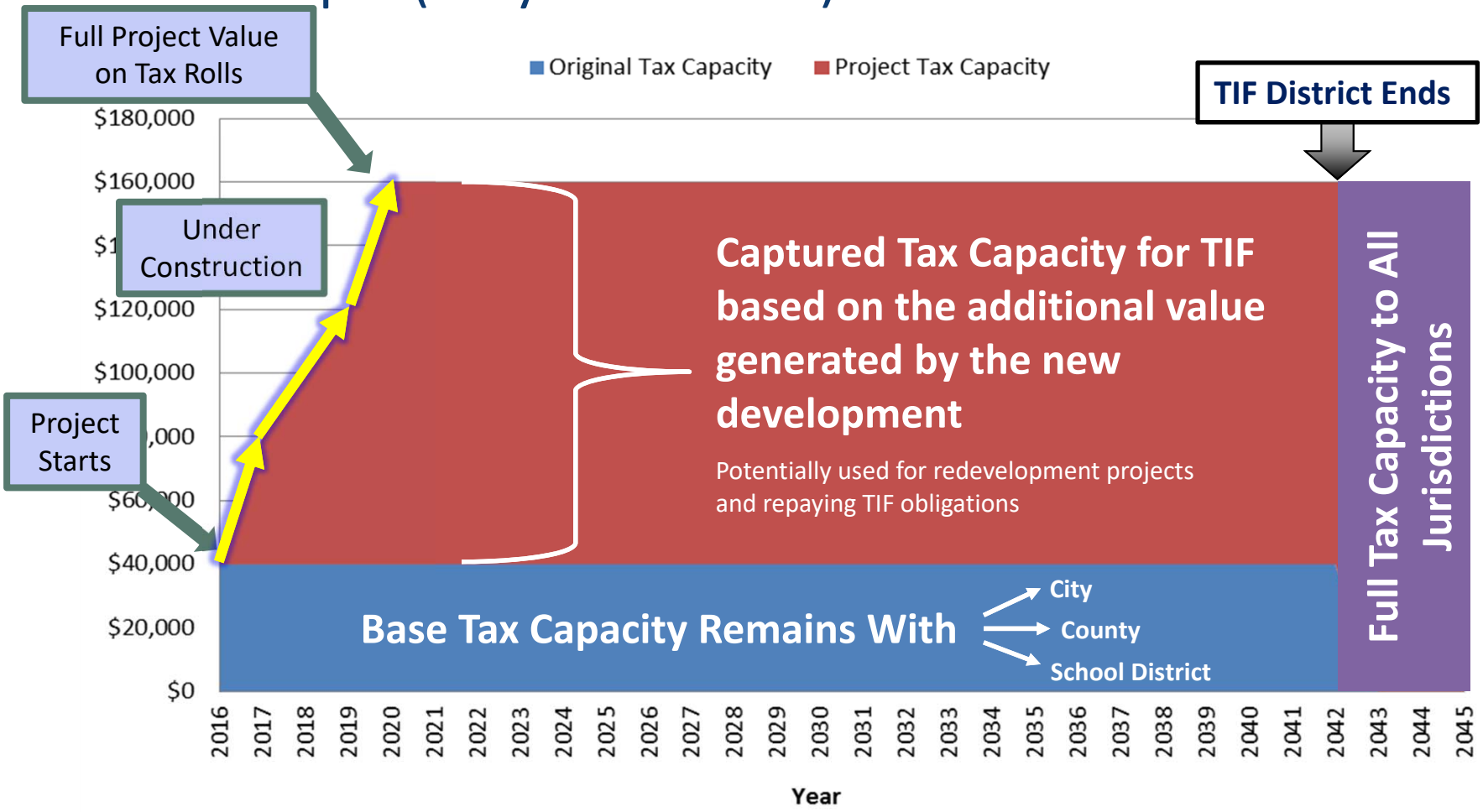


Before Redevelopment	
Assessed Value	**$100,000**
Current Property Taxes	
Total Property Taxes	**$2,875**
City	$400
County	$300
School District	$350
Other	$50
Total Local Taxes	**$1,100**
State Property Taxes	**$650**
Fiscal Disparities Taxes	**$750**
Market Value Taxes	**$375**

After Redevelopment	
New Assessed Value	**$1,000,000**
New Property Taxes & TIF	
New Property Taxes	**$40,000**
Less: Original Local Taxes	($1,625)
Less: New State Property Taxes	($9,500)
Less: New FD Taxes	($9,800)
Less: New Market Value Taxes	($4,100)
Deductions from TIF:	($25,025)
Annual Gross Potential TIF	**$14,975**
Less: State Auditor Fee	($54)
Less: City Admin	($1,500)
Potential Net Annual TIF	**$13,421**
% of Total Property Taxes	34%

Deductions

TIF Example (26-year District)



Tax Increment Financing Basics

TIF is only generated after a development adds value to a property

The project must still pay property taxes; TIF is not an exemption from paying property taxes

After a project is complete and the property is paying property taxes, the TIF portion can be paid to the development and/or retained by the public entity to reimburse qualified costs (the "TIF Obligation")

TIF District Approval

Can be established by City, EDA, HRA or County

Requires adopting a TIF Plan and Project Area Plan

- Set forth policy objectives
- Define the geography
- Define the period of time
- Provide maximum budget authority for TIF revenues and expenditures

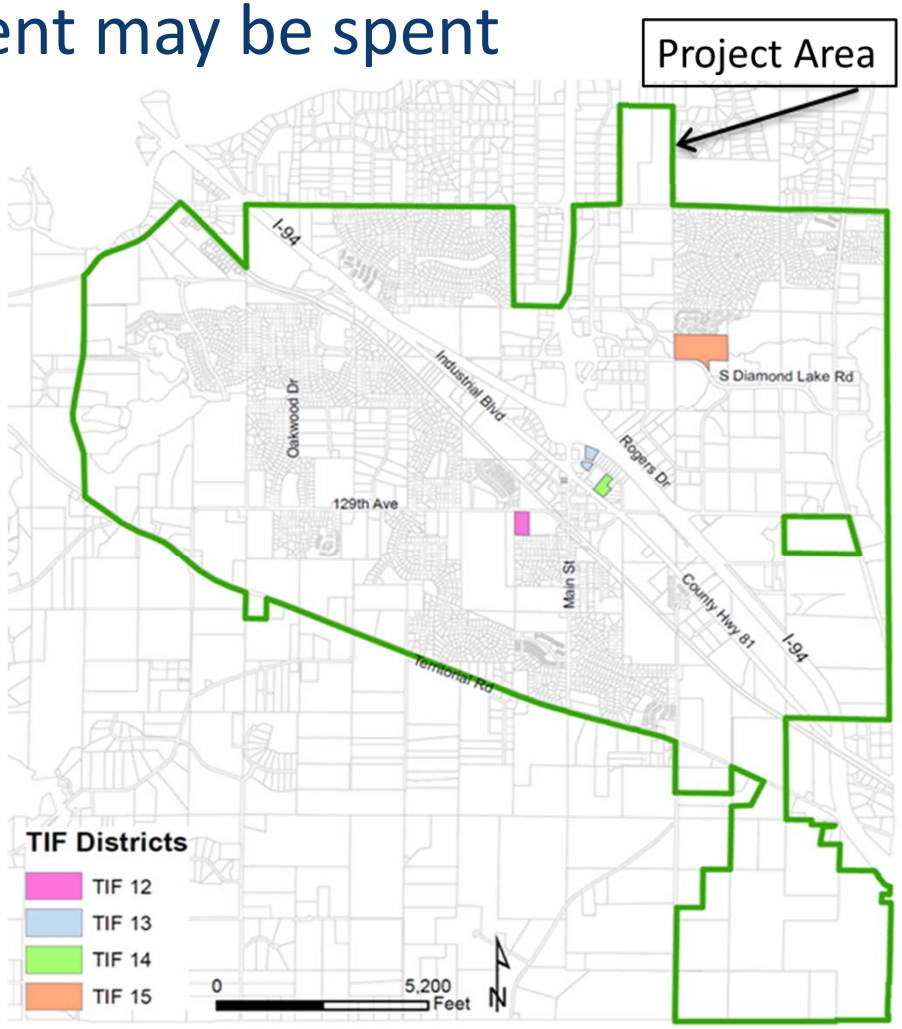
Must have approval of elected officials following public hearing

Project Area: Where increment may be spent

TIF Districts must be located in a Project Area or Development District

Multiple TIF Districts can be within a Project Area

Increment can be spent outside a TIF District, but within Project Area (aka “pooling”)

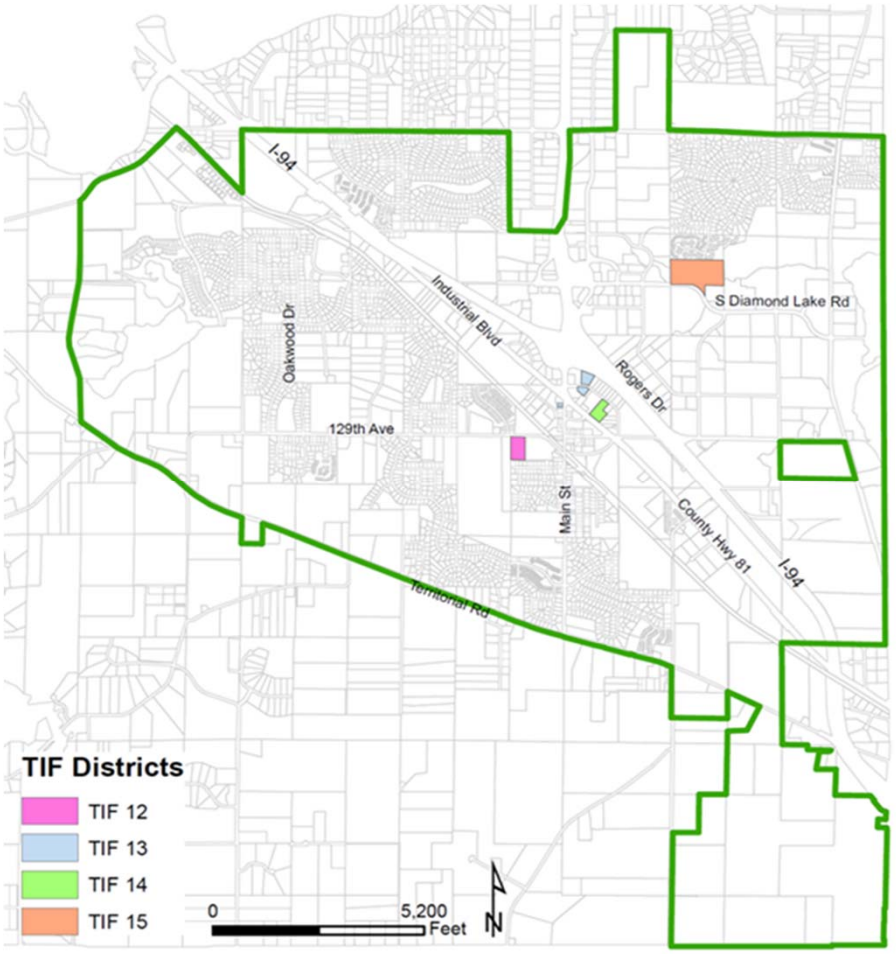


TIF District: Where increment is collected

Defines parcels whose increased value will be captured

Parcels do not have to be contiguous, but usually are

Must meet criteria in State law for type of District being established



Types of TIF Districts

- Redo substandard / obsolete buildings
  - Redevelopment TIF District
  - Renovation and Renewal TIF District
- Remediate contamination
  - Soils TIF District
  - Hazardous Substance Subdistrict
- Make housing affordable
  - Housing TIF District
- Job and tax base creation
  - Economic Development TIF District

How Can Increment Be Spent?

Must meet policy objectives established within the TIF Plan

Must be in TIF Plan Budget



How Can Increment Be Spent?

Must be costs associated with new development:

- Land Acquisition
- Demolition and Relocation
- Site improvements
- Utilities, Streets, Sidewalks
- *Environmental Clean-up*
- Parking
- *Buildings*
- Administration

“But For” Test

The development is only possible but for the use of tax increment (Elected body must make this finding)

Recommend analysis and documentation that the proposed project would not go forward without tax increment assistance.

Reasons:
- Fiduciary responsibility
- Document compliance with State Law
- City policy
- Public review by other taxing jurisdictions
- Legal attack

Nick Anhut
Ehlers
(651) 697-8507
nanhut@ehlers-inc.com

Mary Ippel
Briggs & Morgan
(612) 977-8122
mippel@briggs.com

Memo

To: Sean Sullivan

From: Stacie Kvilvang - Ehlers

Date: September 25,2019

Subject: The COR TIF District Knock Down Parcels

The COR TIF District was established on December 7, 2010 under special legislation in that year, certified on November 28, 2011 and received the first TIF collection in 2015. The District has a 26-year term and will decertify on December 31, 2040. In the 2010 special legislation, the 5-year rule was extended to 10-years. This means that development projects for which assistance will be provided, have to be constructed and TIF reimbursable expenses paid by November 28, 2021. If the City desires to provide assistance to any development after this date, those developments will be limited to only 25% of the TIF generated by their project (the remaining 75%, or if no assistance provided, 100% of the TIF will go to repay the City for prior costs noted below).

In 2011, the City amended the special legislation to add that the City could use TIF generated to repay themselves for land acquired and public improvements (roads/utilities) installed prior to the establishment of the District. These costs are estimated to be approximately $39 million and TIF generated from parcels that are not under a TIF agreement and from the City's portion of admin (10%) are being utilized to repay these costs (in addition to land sale proceeds).

TIF statutes require that if there is not a qualifying activity of land acquisition, demolition, site improvements and/or road installation on a parcel within four (4) years of certification of the district, then those parcels are "knocked down." What this means is that those parcels are taken out of the District until such time there is a qualifying activity as noted above. Only 21 of the 93 parcels met this originally, with the remaining parcels being knocked down. These parcels can be brought back into the District when the City notifies the County that those parcels have a qualifying activity. When they are brought back in, it is at the current taxable market value of the year they are brought in. Staff reviewed this requirement in 2019 and noticed that several developments that had qualifying activities were not reported to the County as required, therefore they were not reinstated into the District. Staff has since made this request and all the parcels will be reinstated for pay 2020.

However, because some of the parcels had qualifying activities for pay 2018/19 and have actual development on them (Station town homes, Stone Brook Academy, Affinity Sr. Apartments, and Greenway Terrace Apartments), when the parcels are reinstated the base (frozen) value will be the value that includes both the land and the development, which negates the TIF generated because the base value is now the same as the current value (should be brought back in as vacant land).

The County doesn't have the ability to go back and reduce the base value to land only without a legal ruling requiring them to. Staff and consultants are recommending commencing an action in court for issuance of a Writ of Mandamus process to require the County to take those affected parcels back to land value. This isn't a controversial or adversarial process with the County as they have done it in the past, it is just the required process that gives them the authority to do what the City is requesting. Preliminary estimates from Briggs and Morgan (City's TIF attorney) to complete this is approximately $25,000 to $30,000 and can be paid for from TIF.

Please contact me at 651-697-8506 with any questions.

City of Ramsey

TIF 14 Parcels to Be Reinstated

30-Sep-19

parcels Under Writ of Mandamus

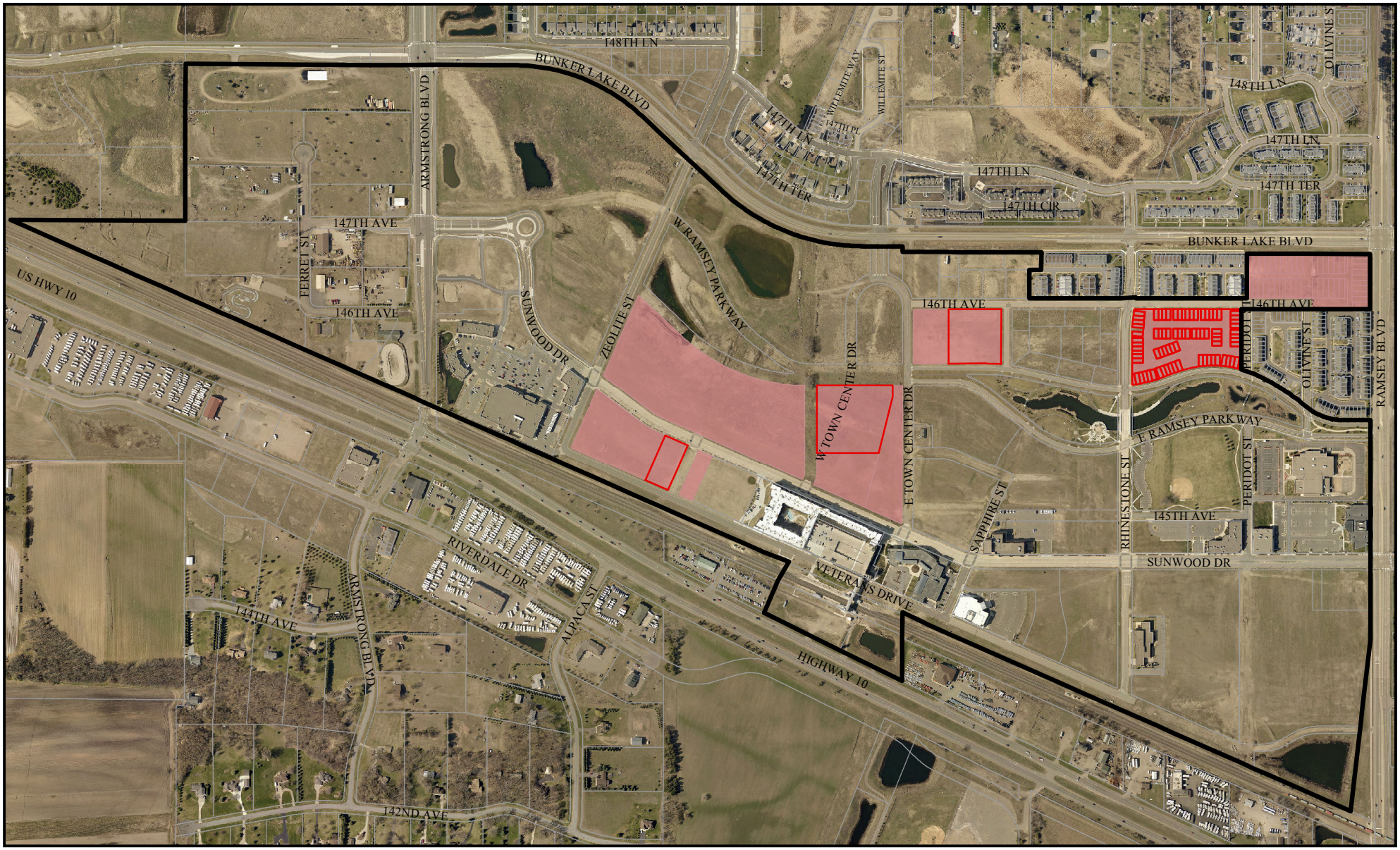
Project	Parcel #	Platted Parcels
Affinity at COR	1	28-32-25-24-0016
Stone Brook Academy	2	28-32-25-24-0014
Greenway Terrace	3	28-32-25-13-0091
Station Townhome Development	4	28-32-25-13-0078
	5	28-32-25-13-0079
	6	28-32-25-13-0080
	7	28-32-25-13-0081
	8	28-32-25-13-0083
	9	28-32-25-13-0084
	10	28-32-25-13-0085
	11	28-32-25-13-0086
	12	28-32-25-13-0087
	13	28-32-25-13-0088
	14	28-32-25-13-0089
	15	28-32-25-13-0090
	16	28-32-25-14-0180
	17	28-32-25-14-0181
	18	28-32-25-14-0182
	19	28-32-25-14-0183
	20	28-32-25-14-0184
	21	28-32-25-14-0185
	22	28-32-25-14-0186
	23	28-32-25-14-0187
	24	28-32-25-14-0188
	25	28-32-25-14-0189
	26	28-32-25-14-0190
	27	28-32-25-14-0191
	28	28-32-25-14-0192
	29	28-32-25-14-0193
	30	28-32-25-14-0194
	31	28-32-25-14-0195
	32	28-32-25-14-0196
	33	28-32-25-14-0197
	34	28-32-25-14-0199
	35	28-32-25-14-0199
	36	28-32-25-14-0200
	37	28-32-25-14-0201
	38	28-32-25-14-0202
	39	28-32-25-14-0203
	40	28-32-25-14-0204
	41	28-32-25-14-0205
	42	28-32-25-14-0206
	43	28-32-25-14-0207
	44	28-32-25-14-0208
	45	28-32-25-14-0209
	46	28-32-25-14-0210
	47	28-32-25-14-0211
	48	28-32-25-14-0212
	49	28-32-25-14-0213
	50	28-32-25-14-0214
	51	28-32-25-14-0215
	52	28-32-25-14-0216
	53	28-32-25-14-0217
	54	28-32-25-14-0218
	55	28-32-25-14-0219
	56	28-32-25-14-0220
	57	28-32-25-14-0221
	58	28-32-25-14-0222
	59	28-32-25-14-0223
	60	28-32-25-14-0224
	61	28-32-25-14-0225
	62	28-32-25-14-0226
	63	28-32-25-14-0227
	64	28-32-25-14-0228
	65	28-32-25-14-0232
	66	28-32-25-14-0233
	67	28-32-25-14-0234
	68	28-32-25-14-0235
	69	28-32-25-14-0236
	70	28-32-25-14-0237
	71	28-32-25-14-0238
	72	28-32-25-14-0239
	73	28-32-25-14-0240
	74	28-32-25-14-0241
	75	28-32-25-14-0242
	76	28-32-25-14-0243
	77	28-32-25-14-0244
	78	28-32-25-14-0245
	79	28-32-25-14-0246
	80	28-32-25-14-0247

Parcels NOT Under Writ of Mandamus

Project	Parcel #	Platted Parcels
Vacant Land - Municipal Park	1	28-32-25-31-0024
Road	2	28-32-25-24-0012
Vacant Land - Restaurant/retail pad	3	28-32-25-31-0025
Vacant Land (Future Community Center)	4	28-32-25-24-0017
Vacant Land - Retail/Housing Site	5	28-32-25-31-0023
Vacant Land - Retail/Housing Site	6	28-32-25-23-0018
Vacant Land - Greenway Terrace Phase 2	7	28-32-25-13-0092
Cottages at COR (40 Unit SFR Development)	8	28-32-25-14-0272
	9	28-32-25-14-0271
	10	28-32-25-14-0270
	11	28-32-25-14-0269
	12	28-32-25-14-0268
	13	28-32-25-14-0267
	14	28-32-25-14-0266
	15	28-32-25-14-0265
	16	28-32-25-14-0264
	17	28-32-25-14-0263
	18	28-32-25-14-0262
	19	28-32-25-14-0261
	20	28-32-25-14-0260
	21	28-32-25-14-0259
	22	28-32-25-14-0258
	23	28-32-25-14-0257
	24	28-32-25-14-0256
	25	28-32-25-14-0255
	26	28-32-25-14-0254
	27	28-32-25-14-0253
	28	28-32-25-14-0252
	29	28-32-25-14-0251
	30	28-32-25-14-0250
	31	28-32-25-14-0249
	32	28-32-25-14-0248
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	39	28-32-25-14-0279
	40	28-32-25-14-0280
	41	28-32-25-14-0281
	42	28-32-25-14-0282
	43	28-32-25-14-0283
	44	28-32-25-14-0284
	45	28-32-25-14-0285
	46	28-32-25-14-0286
	47	28-32-25-14-0287
	48	28-32-25-14-0288
	49	28-32-25-14-0289
	50	28-32-25-14-0290

TIF District 14 Add Back Parcels

COR, City of Ramsey



TIF District 14 | Writ of Mandamus Parcels | All Add Back Parcels

Created October, 2019

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #19-245

APPROVE AUTHORIZATION TO ADD BACK PARCELS INTO TIF DISTRICT 14

WHEREAS, on December 14, 2010, the City of Ramsey established TIF District 14 to help finance and facilitate development of The COR District and surrounding area; and

WHEREAS, on May 27, 2014, the City Council adopted Resolution #14-05-094 removing parcels from the TIF District due to inactivity and the lack of a qualifying activity; and

WHEREAS, From 2014 to present, qualifying activity has taken place on parcels that had been previously removed from the district and others that have had TIF and Development Agreements assigned to as referenced in the Ehlers Memo dated September 25, 2019; and

WHEREAS, in order for Anoka County to authorize adding back parcels with base values other than the current year, a Writ of Mandamus and the subsequent court action is required; and

WHEREAS, adding back the parcels identified in the parcel list on the Ehlers Memo dated September 25, 2019 will result in an increase in Tax Increment generated from TIF District 14 that will allow the City to reimburse itself for expense incurred and to pay outstanding obligations to developers.

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 work with Briggs and Morgan to file and act on a Writ of Mandamus to bring parcels back into TIF District 14.

2) The City Council of the City of Ramsey authorizes expenditures from TIF District 14 in an amount not to exceed $30,000 to fund the Writ of Mandamus action, which is an eligible administrative expense within the district.

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:

Existing Vacancy

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 8th day of October, 2019.

_____
Mayor

ATTEST:

_____
City Clerk

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

CC Regular Session **7. 3.**

Meeting Date: 10/08/2019

By: Bruce Westby, Engineering/Public Works

Information

Title:

Adopt Resolution #19-248 Accepting Proposals and Awarding Contract for Improvement Project #19-12, Centralized Water Treatment Facility Preliminary Design Report

Purpose/Background:

Purpose:

The purpose of this case it to adopt Resolution #19-248 accepting proposals and awarding a contract for Improvement Project #19-12, Centralized Water Treatment Facility Preliminary Design Report.

Background:

The existing water supply source for the City of Ramsey's water supply system is the Tunnel City/Wonewoc (TCW) aquifer, formerly known as the Franconia-Ironton-Galesville (FIG) aquifer. Water is drawn from the TCW aquifer through eight (8) groundwater wells, seven (7) of which are currently being utilized to provide potable water. The maximum capacity of the combined municipal wells is 10.9 million gallons per day (MGD). Two additional wells are proposed to be constructed in the years 2023 and 2028, which is intended to supply water to all municipal water system users to the year 2040 based on projected City growth.

The City's groundwater supply wells have historically provided groundwater of good quality and in adequate quantity. However, in 2019 the Minnesota Department of Health informed the City that several of its groundwater supply wells are producing concentrations of manganese that exceed the recommended Secondary Drinking Water Standards. The City does not currently treat its municipal water supply for manganese so as a short-term solution the City immediately started pumping water only from the three wells with the lowest concentrations of manganese to maintain manganese concentrations below the recommended Secondary Drinking Water Standards. While this approach worked okay this summer, heavy irrigation use was not observed this year due to the large amount of rain received, which prevented the need to run other wells in significant amounts. This might not be the case in future years so Staff is requesting Council authorization to utilize SEH, Inc. to complete the requested professional services over the next eight months.

It is important to note that the City wells with the lowest concentrations of manganese also produce the highest concentrations of iron, which has resulted in increased complaints of rust-colored water, and over time will negatively affect the operation of valves, water meters, hydrants, and other mechanical devices susceptible to damage due to higher concentrations of iron.

To properly plan for long-term solutions to reduce manganese and iron concentrations in the municipal water supply system, and to confirm the existing water supply source has adequate capacity, the City requested proposals from qualified consultants for providing professional services as outlined in the attached request for proposals. The requested professional services include analyzing the municipal water supply system source water, developing a water system model, and preparing a preliminary design report for a centralized water treatment facility to ensure

the City of Ramsey's municipal water supply system will continue to provide adequate quantities of safe drinking water into the foreseeable future.

Final design work for the centralized water treatment facility, including pilot testing of preferred treatment processes, will be completed under separate contract following public review of and input on the preliminary design report that will be developed as part of the scope of services of the attached RFP.

In summary, the City advertised the RFP on-line using QuestCDN, and published an ad in the City's official newspaper, the Anoka Union Herald, on August 16, 2019. Staff also directly submitted the RFP to eight consultants and received five proposals in return. The selection committee, which was composed of the City Administrator, the Public Works Superintendent, the Utilities Superintendent, and the City Engineer, selected three teams to interview. Based on the proposal team interviews, as well as the work plans and fees outlined in the three proposals, the selection committee is recommending City Council approval to enter into a contract with the team from SEH. In the end, the selection committee felt that any of the three teams interviewed could more than adequately provide the requested professional services. As such, the committee ultimately determined that the decision should reflect the best value for the City and SEH's proposed fees were the lowest by a significant margin.

Attached is a tabulation of proposal fees for the five proposals received.

Notification:

No notifications are required for this item.

Observations/Alternatives:

Alternatives:

Alternative #1 – Motion to adopt Resolution #19-248 accepting proposals and awarding a contract to SEH Inc. for Improvement Project #19-12, Centralized Water Treatment Facility Preliminary Design Report.

Alternative #2 – Motion of other.

Funding Source:

Funding for the requested professional engineering services will be provided through the water enterprise fund.

Recommendation:

Staff recommends alternative #1.

Action:

Motion to adopt Resolution #19-248 accepting proposals and awarding a contract to SEH Inc. for Improvement Project #19-12, Centralized Water Treatment Facility Preliminary Design Report.

Attachments

Resolution 19-248
IP1912 RFP w Atts
SEH Proposal
Proposal Fee Tabulation

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	10/03/2019 04:28 PM
Bruce Westby (Originator)	Bruce Westby	10/04/2019 08:48 AM
Form Started By: Bruce Westby		Started On: 10/01/2019 04:59 AM
Final Approval Date: 10/04/2019		

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

RESOLUTION #19-248

RESOLUTION ACCEPTING PROPOSALS AND AWARDING CONTRACT FOR IMPROVEMENT PROJECT #19-12, CENTRALIZED WATER TREATMENT FACILITY PRELIMINARY DESIGN REPORT

WHEREAS, to ensure its municipal water supply system will continue to provide adequate quantities of safe drinking water into the foreseeable future, the City of Ramsey issued requests for proposals for professional services to analyze the municipal water supply system source water, develop a water system model, and prepare a preliminary design report for a centralized water treatment facility; and

WHEREAS, five proposals were received in response to the City of Ramsey's request for proposals; and

WHEREAS, City Staff recommends accepting the proposal from the SEH proposal team and entering into a contract with SEH for the requested professional services based on the value the SEH team will provide the City due to their proposed work plan and fees.

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

1) The Mayor and City Administrator are hereby authorized and directed to enter into a contract with SEH for said professional services for and on behalf of the City of Ramsey.

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 8th day of October, 2019.

_____
Mayor

ATTEST:

_____
City Clerk

City of Ramsey, Minnesota

REQUEST FOR PROPOSALS

Analyze Source Water, Develop Water Model, and Prepare Preliminary Design Report for Centralized Water Treatment Facility

September 10, 2019

Scope of Services

The City of Ramsey is requesting proposals from qualified consultants for providing the following professional services.

1. ***Analyze Source Water.*** Analyze and report on the overall accessibility, capacity, chemistry and limitations of the Tunnel City/Wonewoc (TCW) aquifer, the existing source water for the City of Ramsey's municipal groundwater supply system, and on the long-term viability of continuing to use the TCW aquifer as the sole source of water for the municipal water supply system. This will allow the selected consultant to adequately prepare a preliminary design report by understanding the chemistry of the municipal groundwater supply system and therefore which primary, secondary and/or emerging contaminants will need to be treated over the anticipated life of the facility. This work will also allow the selected consultant to provide recommendations on the need for and use of alternative sources of water.
2. ***Develop Water Model.*** Develop a model of the City of Ramsey's municipal water supply system using an industry standard software program. This model will allow the selected consultant to adequately prepare a preliminary design report, and will allow the City to evaluate future operations throughout the system by considering variable flow regimes when water is drawn from different wells and storage tanks at different times, variable water usage patterns by municipal water consumers, and proposed system expansions.
3. ***Prepare Preliminary Design Report.*** Prepare a preliminary design report exploring available options and recommending preferred processes for treating known and emerging contaminants that will potentially need to be treated over the anticipated life of a centralized water treatment facility in the City of Ramsey. The report must examine available treatment process options for identified contaminants potentially needing treatment, recommend a preferred treatment process for each identified contaminant, identify required space needs for preferred treatment processes, identify anticipated expansion needs, provide a recommendation as to the required size and preferred location for the facility, and provide cost estimates for constructing and operating the facility over its anticipated life.

Background

The existing water supply source for the City of Ramsey's water supply system is the Tunnel City/Wonewoc (TCW) aquifer, formerly known as the Franconia-Ironton-Galesville (FIG) aquifer. Water is drawn from the TCW aquifer through eight (8) groundwater wells, seven (7) of which are currently being utilized to provide potable water. The maximum capacity of the combined municipal wells is 10.9 million gallons per day (MGD). Two additional wells are proposed to be constructed in the years 2023 and 2028, which is intended to supply water to all municipal water system users to the year 2040 based on projected City growth.

The City's groundwater supply wells have historically provided groundwater of good quality and in adequate quantity. However, in 2019 the Minnesota Department of Health informed the City that several of its groundwater supply wells are producing concentrations of manganese that exceed the recommended Secondary Drinking Water Standards. The City does not currently treat its municipal water supply for manganese so as a short-term solution the City immediately started pumping water only from the three wells with the lowest concentrations of manganese to maintain manganese concentrations below the recommended Secondary Drinking Water Standards. Unfortunately, these wells also produce the highest concentrations of iron, which has resulted in increased complaints of rust-colored water, and will damage system components over time.

To properly plan for long-term solutions to reduce manganese and iron concentrations in the municipal water supply system, and to confirm the existing water supply source has adequate capacity, the City is requesting proposals from qualified consultants for providing professional services as generally outlined in the ***Scope of Services*** section, and as further identified under the ***Specific Requirements*** section.

Final design work for the centralized water treatment facility, including any pilot testing of preferred treatment processes, will be completed under separate contract using information from the preliminary design report.

Questions regarding this request for proposals shall be directed to City Engineer Bruce Westby at 763-433-9825 or bwestby@cityoframsey.com.

Special Considerations

I. ***Neighboring Property Impacts.*** The preliminary design report shall explore potential impacts of the water treatment facility on neighboring properties due to noise, odors, operating hours, traffic, and other identified sources of impact, and recommend a process for mitigating any identified impacts during the final design process.

2. ***Estimated Costs.*** The preliminary design report shall include estimated construction and operating costs for the groundwater treatment facility over the anticipated life of the facility. Estimated costs shall assume industry standard costs for a water treatment facility, and shall include at least one laboratory/office space, one medium-sized conference room, and one two-bay garage with a storage mezzanine. The garage is anticipated to house a portable generator and miscellaneous utility equipment/vehicles, whose costs shall NOT be considered within the cost estimate.

3. ***Budget.*** The preliminary design report shall explore future budget impacts based on estimated construction and operating costs, and shall explore and recommend water rate revisions needed to offset future budget impacts.

4. ***Public Education/Engagement Plan.*** The preliminary design report shall include a public education/engagement plan designed to clearly and concisely convey the preliminary design report results to the public, and to allow for public feedback. Public feedback will help the City to understand potential concerns related to the recommended facility, including the recommended site and/or treatment processes, which can then be addressed during final design of the facility.

General Requirements

Qualified consultants shall submit eight (8) sealed copies of their proposal by **4:00 p.m.** on **Friday, September 20, 2019**. Address sealed proposals to Bruce Westby, City Engineer, 7550 Sunwood Drive NW, Ramsey, MN 55303. Clearly label envelopes "Centralized Water Treatment Proposal".

Submitted proposals shall conform to the following requirements:

1. Proposals shall not exceed 20 pages in length, excluding exhibits, firm/personnel experience/qualification narratives and personnel resumes, and shall not contain promotional materials not applicable to the project.
2. If proposing to partner with other consultants or individuals, the other consultants or individuals shall be clearly identified, along with their specific role(s) in the project.
3. Proposals shall include the names, titles, experiences and qualifications of all personnel proposed to be assigned to the project.
4. Proposals shall clearly identify proposed hours and hourly rates for all personnel proposed to be assigned to the project.
5. Proposals shall include individual lump sum fee proposals for each of the three (3) service areas (source water analysis, water system model, and preliminary design report), plus a lump sum fee proposal for preparing a public input plan to weigh community support for softening municipal water. Compensation shall not exceed the proposed fees without prior City Council authorization.
6. If a consultant recommends or requires tasks that fall outside the scope of this RFP, such tasks must be clearly identified in the proposal with the associated costs.

Special Requirements

The selected consultant shall complete each service area in the order listed, including the following tasks identified within each service area.

1. Analyze Source Water

Analyze source water before preparing the preliminary design report. This analysis shall include, but not be limited to, the following elements:

a. Analyze aquifer accessibility
   - Identify approximate useable boundaries of TCW aquifer (not limited to City limits).
   - Identify areas where additional wells may be feasible.

b. Analyze aquifer capacity
   - Determine whether the TCW has sufficient capacity to serve the City's future needs.

c. Analyze source water chemistry
   - Identify/inventory known primary contaminants.
   - Identify/inventory known secondary contaminants.
   - Identify/inventory emerging contaminants (based on anticipated life of facility).

d. Analyze aquifer limitations
   - Determine overall ability of the TCW to serve the City's future water supply needs.
   - Analyze and provide recommendations on using alternative sources of water.

e. Summarize results

2. Develop Water Model

Develop a water model before preparing the preliminary design report.

a. Develop a calibrated, dynamic, GIS-based water model for the entire municipal water supply system using an industry standard software program.

3. Prepare Preliminary Design Report

Prepare a preliminary design report to assist in future final design efforts for a centralized groundwater treatment facility. The design report shall include, but not be limited to, the following elements:

a. Select water source(s) based on future demand and source water analysis

- Identify preferred water source to meet future needs.
- Confirm whether the Mount Simon/Hinckley aquifer is available to the City.
- Incorporate Northwest Metro Regional Surface Water Supply study results.
- Research options for purchasing water from other communities.
- Research interconnection options.
- Research whether a clear well/reservoir will be required.

b. Develop treatment goals

- Iron reduction
- Manganese reduction
- Lime softening
- Others?

c. Explore available treatment options

- Biological filters
- Gravity filters
- Pressure filters
- Reverse Osmosis (membrane) softening
- Softening (lime)
- Others?

d. Summarize advantages/disadvantages of each option

- Ability to treat other contaminants
- Disposal of waste products
- Ease of operation
- Flexibility of process to adjust to changing standards
- Replacement parts availability
- Staffing needs

e. Select preferred treatment process for each contaminant requiring treatment.

f. Develop preliminary centralized treatment facility layout (set footprint).

g. Select preferred site.

h. Calculate estimated construction and operational costs.

i. Review existing fees/rates structure and recommend revisions as needed.

j. Explore/identify alternative external funding sources.

k. Develop public education/engagement plan to solicit public feedback on the design report.

l. Present completed preliminary design report to City Council for approval.

m. Attend up to eight (8) meetings with City staff, City Council, and the public.

Other Requirements

I. ***Project Approach.*** The proposal shall provide a clear understanding of the consultants approach to the project along with a complete detail of the project requirements, which shall include a description of each task necessary to accomplish the project.

2. ***Project Schedule.*** A detailed schedule of activities shall be provided and shall identify all necessary tasks with their respective completion dates.

3. ***Project Personnel.*** The proposal shall identify all personnel to be involved in the project and shall define their respective backgrounds along with their key responsibilities and descriptions of their role and duty on the project. It is expected that key personnel assigned to the project will remain available for the duration of the project.

4. ***Relative Experience and Qualifications.*** The proposal shall demonstrate the experience and qualifications of the firm and all assigned key personnel relative to their past experience with projects of similar scope and magnitude, and all related qualifications.

5. ***Performance.*** The proposal shall clearly demonstrate the ability of the firm and all assigned key personnel to perform the requested professional services in a timely and cost effective manner.

6. ***Proposed Fees.*** The proposal shall contain four (4) separate lump sum fee proposals including separate fee proposals for each of the three (3) service areas, plus one (1) fee proposal for preparing a public engagement plan for the purpose of gathering public input to weigh community support for adding processes to the centralized water treatment facility for softening the municipal water supply.

7. ***References.*** The proposal shall contain a minimum of three (3) references that may be contacted relative to the projects identified in the experience and performance areas of the proposal.

8. ***Addendum No. 1.*** The proposal shall include a statement that addendum No. 1 was received and understood, and that all requirements are addressed within the proposal.

9. ***Additional Addenda.*** Addenda will not be issued after 3:00 p.m. on September 16, 2019. Questions received after this time will not be answered, regardless of format.

Proposal Selection Process

The selection committee will consist of four City staff members including the City Administrator, City Engineer, Public Works Superintendent, and Utilities Superintendent. This committee will evaluate the proposals received. Members of the selection committee will independently review, score and rank each proposal using the attached Proposal Ranking Form, which considers the following criteria:

1. Understanding of project and services required.
2. Experience and qualifications of key personnel assigned to project.
3. Experience and qualifications of the firm applicable to project.
4. Performance and references regarding similar work performed.
5. Overall responsiveness to the RFP.

The selection committee will develop a composite ranking, which indicates the committee's collective ranking of proposals. Interviews will be conducted with up to three of the top-ranked consultants between 9:00 and 11:00 a.m on October 2, 2019. Interviews with each short-listed consultant team will be limited to 20 minutes. The selection committee will independently score and rank each consultant based on interviews, then a composite ranking will be developed indicating the collective ranking of the interviewed consultant teams using the following criteria:

1. Ability to communicate a clear understanding of each service area.
2. Related experience and qualifications of key project personnel.
3. Related experience and qualifications of the firm.
4. Overall interview performance.

The selection committee will recommend that the City Council hire one firm to provide the professional services defined in the RFP based on the short-listed consultants responsiveness to the RFP, composite interview rankings, and their proposed fees.

The City will endeavor to execute a contract with the selected firm. In the event that a mutually agreeable contract cannot be executed with said firm, the City will enter into contract negotiations with the next highest ranked firm, and so on until a mutually agreeable contract can be executed.

Project Schedule

City Council approves advertising Request for Proposals	August 12, 2019
Request for Proposals advertised	August 16 & 23, 2019
Proposals available/posted on QuestCDN	August 20, 2019
Proposals due to City	September 20, 2019
Interview up to three short-listed firms	October 2, 2019
City Council approves selected firm	October 8, 2019
Issue Notice to Proceed	October 25, 2019
Complete Source Water Analysis	January 18, 2020
Complete Water Supply Model	January 31, 2020
Complete Preliminary Design Report	May 1, 2020
Conduct Public Workshop to Solicit Public Feedback	May 13, 2020
Conclude Project/Submit Deliverables	May 29, 2020

Enclosures:

Proposal Evaluation Form

Addendum No. 1

Proposal Evaluation Form

City of Ramsey Centralized Water Treatment Facility RFP

Firm Name: _____

Proposal Scoring Guidelines

Excellent to Outstanding	**75% to 100% of Maximum Points**
Acceptable to Excellent	**50% to 74% of Maximum Points**
Marginal to Acceptable	**25% to 49% of Maximum Points**
Incomplete to Marginal	**0% to 24% of Maximum Points**

	Maximum Points	Score
Understanding of Services Required: Firm indicates a clear understanding of the services required for the project and clearly identifies all project requirements in their proposal and schedule.	25	
Personnel Experience and Qualifications: Based upon resumes of key personnel assigned to the project, personnel appear to have applicable experience analyzing source water, developing water models and preparing design reports for water supply systems.	25	
Firm Experience and Qualifications: Firm appears to have applicable experience analyzing source water, developing water models and preparing design reports for water supply systems.	25	
Performance and References: Firm appears to be able to perform the project in a timely and cost effective manner. The proposal includes references to be contacted.	20	
Proposal Responsiveness: Information provided in the proposal is complete, organized and presented in a professional manner.	5	
Technical Proposal Total Points:	100	
Technical Proposal Ranking:		

Ranked by:_____ Date:_____

ADDENDUM No. 1

Request for Proposals

Analyze Source Water, Develop Water Model, and Prepare Preliminary Design Report for Centralized Water Treatment Facility

September 10, 2019

TO ALL BIDDERS: The Request for Proposals (RFP) to Analyze Source Water, Develop Water Model, and Prepare Preliminary Design Report for Centralized Water Treatment Facility was modified September 10, 2019 to address questions received to date. Bullets summarizing the modifications are listed below.

- The modified RFP is dated September 10, 2019.
- Bidders must acknowledge receipt of Addendum No. 1. See item 8 of the Other Requirements section in the RFP.
- Addenda will not be issued after 3:00 p.m. on September 16, 2019. Questions received after this time will not be answered, regardless of format. See item 9 of the Other Requirements section in the RFP.
- Bidders are not required to explore surface water supply options. The City is currently studying the feasibility of implementing a regional surface water supply system in the Northwest Metropolitan area. This study is anticipated to be complete in early 2020.
- A WaterCAD municipal water distribution model was developed by Bolton & Menk in 2013. The model was last updated in 2016, is approximately 95% complete but includes all towers and wells, and was not set up to be dynamic. The model will need to be reviewed, updated and calibrated using field test results. The model will be available to the selected consultant, upon request.
- The delivered municipal water distribution model must be complete, calibrated, dynamic, and GIS based. See item 2.a of the Special Requirements section in the RFP.
- The City has fire hydrant flow rate records for approximately one-percent of hydrants.
- The City has one 10-inch water supply inter-connect with the City of Anoka. No other inter-connects are planned at this time.
- The City maintains water quality data records from all municipal wells. The Minnesota Department of Health also maintains copies of these records. These records will be available to the selected consultant, upon request. Additional water quality sampling and testing is NOT a requirement of this RFP.

- GIS data for the existing water distribution system will be available to the selected consultant, upon request. If needed, PDF copies of construction and record plans will also be available, upon request.
- The City's current Wellhead Protection Plan Part 1 dated September 2007, and Part 2 dated May 2009, can be accessed using the following Dropbox link; *https://www.dropbox.com/sh/g2fw76zye0z02vd/AADmmoDEXDo05_hGbNMECfTia?dl=0*
- The City is in the process of amending its Wellhead Protection Plan. Amended Part I dated January 2019 can be accessed using the following Dropbox link; *https://www.dropbox.com/sh/g2fw76zye0z02vd/AADmmoDEXDo05_hGbNMECfTia?dl=0*
- The City's current Comprehensive Water Supply Plan dated June 2012, and companion update dated September 2017, can be accessed using the following Dropbox link; *https://www.dropbox.com/sh/g2fw76zye0z02vd/AADmmoDEXDo05_hGbNMECfTia?dl=0*
- Each proposal must define proposed hours and rates for all identified personnel assigned to the project, as well as a total for all identified labor costs.
- The project schedule, including due date for RFP responses, was NOT modified.

Building a Better World
for All of Us®

September 20, 2019

RE: Centralized Water Treatment Proposal

Bruce Westby
City Engineer
7550 Sunwood Drive NW
Ramsey, MN 55303

Dear Mr. Westby and Members of the Selection Committee:

The City of Ramsey requires a qualified professional engineering firm to provide services for preparing a study, model and preliminary report for your centralized water treatment facility. Because this study will set the framework for the future of your facility, the City of Ramsey should select a consultant team who provides long-term solutions that are cost-effective, right-sized, flexible and meet your project schedule. In order to accomplish all of these requirements, Short Elliott Hendrickson Inc. (SEH®) can offer the City of Ramsey the following:

Water Industry Leaders. SEH is a regional leader in providing drinking water services. The individuals selected to lead this project have worked on numerous water treatment plant, water supply and water storage projects throughout Minnesota. Project Manager, Chris Larson, has worked on nearly 25 water treatment plant design and construction projects ranging in capacity from 0.25 to 30 MGD. Miles Jensen, who will provide QA/QC and project oversight, has worked on more than 85 water treatment plant projChris and Miles Jensen have worked together for more than 16 years completing the design and construction of more than 15 water treatment plants.

A Complete, Local SEH Team. SEH has assembled a team of technical experts who have worked successfully together on many water treatment plant projects throughout the region. The entire project team; from process engineers and architects, to electrical and mechanical engineers, are located in SEH's Minnesota offices. This not only provides us with an understanding of local issues and stakeholders, it also gives us the opportunity to provide quick response to your needs in a highly coordinated and cost effective manner.

Funding. A good idea, without the financial means to make it come to life, will remain just another good idea. But when it comes to community and economic development, SEH can turn your ideas into reality. Our experts work with communities across Minnesota to provide solutions for their projects. To do this, we access a variety of federal, state and local funding sources; including grants, low-interest loans, state bonding bills and tax incentives. Chris Larson recently completed a Drinking Water Revolving Fund Loan application for the Cloquet Water Treatment Plant No. 1 project.

Our financing staff has secured more than $100 million for communities in just the past 24 months. They apply knowledge of the funding agencies and their programs. Their experience includes securing state, federal and local funding for a variety of municipal projects from water and wastewater treatment plants, parks and trails, rehabilitating streets, industrial developments, to preserving historic buildings and structures.

We appreciate the opportunity to submit this proposal and are confident that we can provide the City of Ramsey with the results you are looking for. If you have any questions, please contact me at 651.765.2961 or clarson@sehinc.com.

Respectfully Submitted,

Chris Larson, PE
Project Manager
clarson@sehinc.com | 651.765.2961

Miles Jensen, PE
Principal-In-Charge
mjensen@sehinc.com | 651.490.2020



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Task Hour Budget 32

**To simplify review, we have merged the Work Plan, Schedule and Fees into a single summary table. Based on our discussion with Bruce Westby, it is our understanding that this is an acceptable format.*

The specific licenses and credentials of the team members are described in the personnel and/or resume section of this document.

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The information contained in this Proposal was prepared specifically for you and contains proprietary information. We would appreciate your discretion in its reproduction and distribution. This information has been tailored to your specific project based on our understanding of your needs. Its aim is to demonstrate our ideas and approach to your project compared to our competition. We respectfully request that distribution be limited to individuals involved in your selection process.

SEH is a registered trademark of Short Elliott Hendrickson Inc.

Project Understanding and Approach

PROJECT UNDERSTANDING

The City of Ramsey currently gets its drinking water from eight Tunnel City/ Wonewoc aquifer wells. This groundwater supply has historically provided the City's public drinking water system with an abundant source of quality water. In 2019, the Minnesota Department of Health informed the City that several of its wells contained manganese in excess of the health advisory standard. The City responded by taking five of the wells out of service and only pumping water from the three wells with the lowest manganese concentrations. Now the City has encountered elevated concentrations of iron in these wells too, resulting in increased customer complaints of rusty water.

In order to mitigate its iron and manganese problems, the City of Ramsey is considering constructing a water treatment facility. A new water treatment plant has been on the City's Capital Improvements Plan for several years, but given the current manganese levels, the City may be interested in advancing the scheduled timing of the facility's construction.

The City is proactively planning for a long-term solution to reduction of iron and manganese concentrations in its public water system by taking the first step – a feasibility study that identifies and evaluates options and alternatives for a centralized water treatment plant. To assist with this undertaking, the City is requesting proposals from qualified engineers to evaluate Ramsey's total water supply and treatment needs and provide alternate facility layouts for use in determining detailed estimates of project cost for a centralized treatment facility.

The scope of this feasibility study will be to assess sustainability of the City's current source water aquifer, create an updated computer model of its water system and prepare a detailed preliminary design report of the proposed centralized water treatment facility. As the project moves along, the selected engineering firm will engage the City's water system customers in a public information and education program.

Key Scope Issues

1. Assess sustainability of the City's current source water aquifer
2. Create an updated computer model of its water system
3. Prepare a detailed preliminary design report of the proposed centralized water treatment facility
4. Engage the City's water customers in a public information and education program



PROJECT TEAM APPROACH

A successful feasibility study is critical because it provides the basis for the design of your overall facility. If performed properly, it will result in a project that meets the City's goals in a cost-effective and operations-friendly manner. The SEH team and staff from Ramsey will unite to form a comprehensive project team. Starting with a thorough analysis of the City's source water aquifer, water demands and water distribution system, we will evaluate the basis and support for a centralized water treatment facility. The results of these efforts will provide an understanding of the source water and long-term capacity needs of the facility. With this information serving as a framework, the project team will determine the best course for the evaluation process by focusing on the layout features that City staff wants and the subsequent siting requirements that will support future capacity and treatment needs. Through eight proposed progress meetings (plus other meetings), the project team will share ideas and make decisions that customize the conceptual water treatment facility to meet Ramsey's long-term needs. The following are key elements of our teams' work and approach based on our understanding of the City's Request for Proposals.

> We find that the best way to deliver a project that meets the City's goals is through a collaborative City/SEH team.

1 Analyze Source Water

Analyze and report on the overall accessibility, capacity, chemistry and limitations of the Tunnel City/Wonewoc (TCW) aquifer. Melanie Niday, PG will lead the Source Water Analysis.

Analyze Aquifer Accessibility

Identify approximate useable boundaries of TCW aquifer (not limited to City limits).

The City of Ramsey is included in the greater Twin Cities metropolitan region. In identifying functional boundries we will make use of many available resources and publications including those from the Minnesota Geologic Survey the County Well Index (now known as the Minnesota Well Index) and the City of Ramsey's existing Wellhead Protection Plan Part I, that has been reviewed and approved by the Minnesota Department of Health. This groundwater management plan establishes water use from existing municipal wells over the course of 10 years. This plan includes a groundwater model that can be used to model additional scenarios relating to tasks in this proposal. SEH proposes utilizing this previously developed model along with a variety of sources to establish the usable boundaries of the TCW aquifer including the following:

- The City of Ramsey's most recent Wellhead Protection Plan.
- Mossler, John H. (1992). RI-40 Sedimentary Rocks of Dresbachian Age (Late Cambrian), Hollandale Embayment, Southeastern Minnesota. Minnesota Geological Survey. Retrieved from the University of Minnesota Digital Conservancy, http://hdl.handle.net/11299/60785.
- Mossler, John H.. (2013). M-194 Bedrock Geology of the Twin Cities Ten-County Metropolitan Area, Minnesota. Retrieved from the University of Minnesota Digital Conservancy, http://hdl.handle.net/11299/154925.
- Runkel, A.C.; Tipping, R.G.; Mossler, J.H.. (2003). Geology in Support of Groundwater Management for the Northwestern Twin Cities Metropolitan Area. University of Minnesota. Retrieved from the University of Minnesota Digital Conservancy, http://hdl.handle.net/11299/108353.
- Metropolitan Council. (2014). Twin Cities metropolitan area regional groundwater flow model, version 3.0. Prepared by Barr Engineering. Metropolitan Council, St. Paul, Minn.
- Minnesota Well Index created by the Minnesota Department of Health.

Identify Areas Where Additional Wells May Be Feasible

SEH will utilize a variety of information to determine future well locations that will be in the best interest for the City of Ramsey. The feasibility of a well location will be determined based on aquifer quality, aquifer capacity/supply and location cost and practicality.

1. SEH will review potential well locations based on proximity to existing water supply systems, jurisdictional boundaries including private and

public property boundaries, known and assumed water quality issues, assumed geologic sensitivity and vulnerability, the proposed source water aquifers protection from surface contaminants and information on water supply and quantity including predicted production rates from various aquifers.

2. Together with Melaine, Jeff Ledin, PE and Mark Wallis, PE will evaluate the most practical well locations first. Some locations may not be suitable due to proximity to the existing water supply lines or because they are owned or managed by entities that would be cost prohibitive or inaccessible to the City of Ramsey. Furthermore, priority may go to well locations in close proximity or located on City land as a cost saving measure to the City.

3. SEH will utilize GIS systems to compare well locations to existing water supply systems and jurisdictional boundaries, including City owned property, to cite well locations that are logistically feasible. We will also use GIS systems to map existing groundwater contaminants and aquifers vulnerability and sensitivity to determine the likelihood of contaminants reaching and traveling within the source water aquifer(s). (We detail this process in Section C, below).

4. SEH will also review geologic properties of the aquifers near the City of Ramsey. This includes locations within the currently utilized Tunnel City formation and other potential aquifers given the same parameters as listed above (We detail this process in Section D, below).

5. Lastly, SEH will review geologic information pertaining to well production and supply from proposed well locations.

Analyze Source Water Chemistry

Identify/inventory known primary contaminants, secondary contaminants and emerging contaminants (based on anticipated life of facility).

This analysis will begin with a determination and reporting of the US EPA's current primary and secondary water quality standards, followed by a determination of the US EPAs emerging contaminants list.

- SEH proposes utilizing multiple information sources to determine the existing and future quality of the City of Ramsey's water. The City recently conducted a two-part wellhead protection process. The Part I Wellhead Protection Plan determined the vulnerability of the City's aquifer based on the geologic sensitivity ratings of wells and their monitoring data. This helps to determine the rate at which surface water recharges source water aquifers utilized by the City of Ramsey's municipal wells. SEH will review similar properties for wells in the surrounding area along with any future proposed well citing locations.
- The City of Ramsey is in the process of, or has already completed their Part II Wellhead Protection Plan. This plan established a potential contaminant source inventory that the Environmental Protection Agency (EPA) and Minnesota Department of Health (MDH) has determined as potential point sources of contaminants given the established aquifer's vulnerability. We propose a review and, if necessary, an update to this potential contaminant source inventory. We will also review adjacent and nearby potential contaminant sources, nearby Department of Agriculture spill and cleanup sites, Minnesota Pollution Control Agency (MPCA) listings and contaminated or potentially contaminated sites, Minnesota Incident reports relating to Spills and information on regional landfills.
- Upon completion, SEH will prepare a memorandum that represents our best projection for the future chemistry and any potential treatment needed over the life of the City's proposed water treatment facility.

Analyze Aquifer Capacity/Limitations

Determine overall ability of the TCW to serve the City's future water supply needs.

SEH proposes three methods for determining the overall ability of the TCW to serve the City's future water supply needs.

1. Review the Aquifer Test Plan (DAP-ATP) that was approved during the development of the Wellhead Protection Plan Part I to determine if aquifer properties for the area around the City of Ramsey are adequate. If SEH determines that the DAP-ATP forms do not properly establish aquifer properties SEH proposes the following:

   – Conduct an aquifer test to determine aquifer properties of the TCW. SEH proposes a constant rate Aquifer pump test following Minnesota Administrative Rules outlined in 4720.5520 (https://www.revisor.mn.gov/rules/4720.5520/) to determine standard aquifer characteristics of the TCW. Better understanding of the aquifer properties can improve future predictions and groundwater models.

Additionally, the aquifer test will help determine specific capacity of the aquifer and any boundary conditions the aquifer may exhibit. This will provide information of well drawdown locally across the well fields and help make predictions for the wellfield given increased pumping rates and future aquifer drawdowns.

2. SEH proposes to use the City of Ramsey groundwater model developed in the Part I Wellhead Protection Plan be utilized to model groundwater use and supply in the future.
   - We will use the groundwater model in order to model particle paths of water for times greater than the 10 years mapped in the Part I Wellhead Protection Plan. The current Wellhead Protection Plan is limited to looking at groundwater particle paths for the next 10 years using the existing municipal wells. SEH proposes looking at Particle paths beyond the 10-year period and update particle paths with any proposed well citing locations. We also propose reviewing how changes to the distribution system will affect the Drinking Water Supply Management area.
3. SEH proposes looking at future drawdown and water supply changes in the TCW aquifer by utilizing the existing groundwater model. Future drawdown in the aquifer can be modeled by comparing current drawdown within the TCW aquifer with predicted future pumping schemes (i.e. increased pumping rates in the existing well field or by adding well fields). This comparison of drawdown may be useful in long-term viability of water intervals, proximity and water supply of the TCW.

Analyze and provide recommendations on using alternative sources of water.

- If long-term aquifer limitations are established in the section above SEH will recommend steps Local and regional geology will be reviewed for potential aquifers other than the TCW such as the Mount Simon/Hinckley, or surface water.
- If long term aquifer limitations are established in the section above SEH will recommended steps
  - Review available geologic information established in section 1 for other potential aquifers.
  - Review location feasibility for other preferred aquifers.
  - Proposed test wells to be advanced to confirm geology.
  - Perform and analyses pump tests.
- The memorandum will also provide recommendations for the need and/or benefit of introducing a surface water supply both now and into the future. Information from the North3west Metro Regional Surface Water Supply Study will be incorporated into this portion of the water supply analysis.

Summarize Results

SEH will develop a report and figures with the above information.

2 Develop Water Model

The City has requested creation of a new water distribution system model. The goal of this effort is to use existing City GIS mapping and information as well as a copy of the City's existing model to create a new complete and functioning water system computer model. The construction of this model would include all of the major features of the existing Ramsey water system, with pipes, tanks, pumps and other water system components. We will calibrate the model with field data so that the operation of the model will reflect real world conditions of the water system. Upon completion of the model, the final product will be ready for use and reveal current operational capabilities, detect deficiencies and examine water system questions and concerns.

We will develop a new computer model of the water distribution system using WaterCAD v8i. SEH maintains software licensing for all industry leading water system modeling software and is available to transition between software platforms as needed. We will work with existing city GIS data to import water infrastructure information into the proposed water system model. We will constrict the model on the same coordinate system as existing GIS data allowing for seamless export of model result data in GIS format as needed. This will also allow for simple updates in the future as system components are added or replaced.

Additional capabilities of the completed model include but are not limited to:

- **Fire flow analysis:** ability to analyze fire flow and locate system deficiencies.
- **Planning:** ability to identify future system deficiencies and recommend system improvements.
- **Development assessment:** assess the impacts of system expansion and recommended water system improvements.
- **Operational management:** analyze overall system operation and overall impact on system operation.

The advancement of GIS mapping availability now provides for an efficient means to construct and utilize water system modeling technology. Seamless data import and export allow computer models to be easily constructed with available GIS data and then calibrated to industry standards. Once constructed and calibrated, the water system model will be a valuable tool for developing an understanding of existing water system operations, evaluation of deficiencies and analysis of potential improvements.

Data Collection and Model Assembly

A computer model of the water distribution system will be developed using WaterCAD modeling software. The current water distribution piping, elevated storage tanks, well pump curves, and operational data will be incorporated into the model.

Historical water system pumping data and usage data (from billing records) will be analyzed. This information can be extracted from monthly water billing summaries and assigned by address in the model. Furthermore, existing pumping records will be analyzed to develop an understanding of usage trends including Average day and Max day use. Additional water distribution system data (such as details related to facility operations) and mapping information will need to be collected and incorporated in the computer model as well. Elevations will be assigned to the model using contour and elevation data, which is readily available. Also, additional well, tower, pipe age, and pipe material information will be collected and reviewed for use in the model. Upon completion of this task, the complete water system will be constructed within the modeling software and ready to be modified and calibrated with field data.

Additional data incorporated into the model will include the current system operational data, and other system facility parameters necessary to provide for the construction of an accurate hydraulic model. Model demands will be assigned based on water pumping or billing records, as available, with peak demand factors being based on historical water use statistics for the City.

Calibration

Calibration testing will be conducted by SEH with assistance from City staff. Potential flow testing locations will be reviewed with City staff to ensure feasibility of the testing plan. City staff will operate all hydrant valves. SEH will provide testing equipment and collect pressure and flow data during hydrant operation. It is expected that this task will take up to two days. Because of the schedule for this project and the time of year, SEH will want to flow test the hydrants as soon as possible following the Notice to Proceed. SEH will want to be complete with flow testing before mid November 2019.

Calibration data will be utilized in a genetic algorithm calibration module to optimize model parameters for accuracy. The model will be calibrated to provide accuracy within 5% of field testing results, meeting industry standards for water distribution system computer Models. At the close of the project, SEH will turn the water model over to the City, for the City to use in the future. We will also be available to assist with operation of the model as requested by the City.

Water System Model Analysis and Verification

Upon calibration of the water model, an analysis will be performed to determine if there are any deficiencies in the existing system with respect to pressure and/or available fire flow. Average day demand, maximum day demand, peak hour demand, and EPS scenarios will be run for the existing distribution system. Current hydrant flow availability will also be analyzed. The initial system analysis will be used to verify that the model is producing appropriate results.

Future Water System Growth and Plant Siting Verification

Upon calibration of the model, we will develop scenarios within the model representing existing Average Day, Max Day and Peak Hour Conditions. Using future growth areas and population projections from the City's Comprehensive Plan, SEH will then develop a conceptual skeleton of trunk mains to support municipal water service.

This future plan will assist the Project Team in understanding the effect of plant siting on future growth of the community water system. A summary of the standard initial system analysis will be provided in memo form and SEH will provide the data files to the City for future modeling analyses.

3 Preliminary Design Report

For this phase of the project, SEH proposes to complete preparation of a report that brings all of the pieces together. As laid out in the City's Request for Proposals significant, but certainly not all, elements of the report will include the following:

Selection of Water Source(s)

SEH will utilize the results of our aquifer investigation and water system modeling efforts to identify the preferred source water to serve the Ramsey Water Treatment Plant. This work will include a meeting with the MDH, incorporation of findings from the Northwest Metro Regional Surface Water Supply study and discussions with neighboring communities to determine the feasibility of Mount Simon/Hinckley groundwater, surface water, or system interconnects as potential sources for Ramsey.

Water Treatment

Once a source water has been selected/confirmed, SEH will review the treatment goals and processes most commonly and cost-effectively used for used for municipal water treatment, This work will include an analysis of the municipal hardness removal including lime softening, reverse osmosis and ion exchange softening. In previous feasibility studies, SEH has included incremental costs of municipal water softening versus the cost of in-home softening. SEH will evaluate water treatment plant options including gravity and pressure filtration for iron and manganese removal. Pressure filtration is likely to have lower capital costs and could more easily incorporate the existing ground storage reservoir. However, gravity filtration offers operational advantages and may have lower life cycle costs. We will also share our positive experiences with designing and operating biologic filtration plants with the project team to show how this technology can be incorporated into your project,

After the treatment goals and treatment process options have been identified, the Project Team will sit down and discuss the advantages and disadvantages of each process. The Project Team will take tours of select water treatment plants across the region to help the Ramsey Staff get a better understanding of the various treatment processes. The Preliminary Design Report will document the discussions and observations made on the advantages and disadvantages of each process so that City staff can select the process that works best for your needs.

Plant Layout - Filter Size and Design Features

Selecting the proper filter size is critical for the facility to consistently meet its maximum design flows—without being over-designed. Our experience has shown that the best results come from considering filtration rate, solids loading, available head loss, and media size, layering and depth, and then modeling these parameters with our pilot plant. Using this information, we can design your filtration system(s) that allows your operators to push the plant(s) during maximum demand periods without undue stress or compromised water quality.



Plant Layout - Filter Backwash Water Handling and Disposal

Our engineers understand the relationship between filtration and filter backwash systems. While one system filters water, the other processes spent backwash water. When the next filter cell requires backwashing, the handling system must be ready to receive and process the spent water, or the plant's capacity will be diminished. Our experience has taught us how to make sure the systems work hand-in-hand for optimal capacity. We will work with City staff to review the levels of backwash water processing, from simple retention tanks to more efficient lamella plate settlers, to a complete zero-liquid-discharge (no sanitary sewer discharge of process water) facility similar to the one we designed for Wisconsin Rapids, Wisconsin.

Plant Layout - Clearwell and High Service Pump Analyses

Using the new Ramsey hydraulic model, SEH Water System Specialist Chad Katzenberger will simulate operations from the proposed treatment plant to establish potential clearwell and high service pump capacities. By varying the distribution system demands over time through computer simulation, our engineers will be able to predict the operation of the facility's high service pumps. Once the distribution system's response is determined, a potential clearwell can be sized to allow the high service pumps to operate to their fullest capacity without overrunning the combined capacity of the wells and clearwell (for gravity filter alternatives).

Plant Layout - Plant Design Versatility

In addition to the versatility in pumping discussed above, Ramsey's water treatment facility should be conceived and designed with the flexibility to add treatment processes, either upstream or downstream, of the proposed filtration process to accommodate future requirements, whether they be emerging contaminants or switching source waters to include a different groundwater aquifer or even surface water. SEH brings extensive experience designing facilities for arsenic, radium, radon, TTHM precursor removal, volatile organic compound (VOC) stripping, softening, surface water treatment, alternate disinfection, and corrosion control for lead and copper reduction that are inclusive of upstream and downstream designs.

Plant Layout - Electrical Power and SCADA Analyses

The feasibility study will address the major electrical issues including power distribution, stand-by generator power, and

other systems including fire alarm detection, security, telephone, and building access controls. In addition, upgrades to the City's existing SCADA system will be identified in a walk-through with Ramsey's water operators. SEH's electrical practice center leader, Chad Westbrook, PE, will lead these efforts.



Plant Layout - Architectural Elements

For the purposes of accurate cost estimation and presentations to the Council and public, SEH's Scott Blank, AIA, will work with City staff to develop the "look" of the water treatment plant to capture the architectural features and style of other City buildings, but also sensitive to the surrounding residential areas. This work is essential in order to determine an accurate cost estimate for the facility.

Plant Layout - Space Needs

SEH will work closely with the City to identify the spaces needed at the proposed facility for offices, work spaces and storage. This work will also examine relative locations of the chemical storage and feed rooms and how chemical deliveries are made to the site(s).



Plant Layout – Collective Assembly of the Features

The many topics discussed above are just some of the basics that goes into developing a suitable facility layout. SEH's design team is very experienced in laying out plants with good room and purpose organization/grouping that have good "process flow" both initially and with potential future plant/process additions. Once we have a plant layout assembled, we will meet with the Minnesota Department of Health (MDH) regulators to build understanding and consensus with an initial review of the proposed facility. This is standard protocol for SEH to get the MDH involved early as we have found this promotes quick project approvals down the road.

Site Layout – Blending Facility Configuration with Site Constraints

The size, relief, topography, location and roadway access are just some of the features that drive facility layout and then how that facility is placed upon the site. As ideas for Ramsey's water treatment facility are vetted, SEH's design team will work with the facility's shape to fit it upon the City's proposed site. The SEH/Ramsey project will spend time discussing how to make the best use of the site and how to best site the facility to be a good neighbor to those nearby, while at the same time offering good access for construction and plant operations. The Preliminary Design report will include the facility site & utility layout drawing.

Cost Estimation

SEH's extensive experience with water treatment plants and water contractors allows us to prepare accurate cost estimates based on similar projects and the current market prices for equipment and materials. As part of this project, we will prepare construction estimates and 50-year, present-worth, life-cycle cost estimates for each alternative. This will allow the City to have accurate cost information for the various facility layouts and select water treatment solutions that best serves the needs of the City.

Rate Assessment

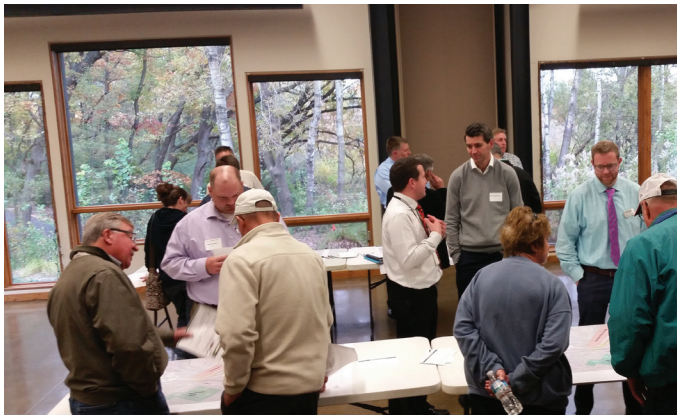
With the cost estimation work completed, SEH will then have the information to review the City's existing water rates and recommend changes as necessary to cover the capital and O&M costs associated with a new water treatment plant.

Funding

A good idea, without the financial means to make it come to life, will remain just another good idea. But when it comes to community and economic development, SEH can turn your ideas into reality. Our experts work with communities across Minnesota to provide solutions for their projects. To do this, we access a variety of federal, state, and local funding sources; including grants, low-interest loans, state bonding bills, and tax incentives.

Our financing staff is knowledgeable of the funding agencies and their programs. Their experience includes securing state, federal and local funding for a variety of municipal projects from parks and trails, rehabilitating streets, industrial developments, to preserving historic buildings and structures. In fact, we've secured more than $100 million in just the past 24 months. Some of the drinking water projects that our team secured financing for include:

- City of Pelican Rapids - Water Treatment Improvements; $600,000 low interest loan (Drinking Water Revolving Fund)/$250,000 grant (Business Development Public Infrastructure)
- City of Akeley - Water Treatment Improvements; $600,000 low interest loan (Drinking Water Revolving Fund)/$300,000 (Small Cities Development Program)
- City of Belgrade - Water Treatment/Supply Improvements; $600,000 low interest loan (Drinking Water Revolving Fund)/$400,000 (Small Cities Development Program)
- City of Minnetrista – Water Treatment Plants; $10 million low interest load (Drinking Water Revolving Fund)
- City of Gibbon – Water Treatment Improvements; $2.2 million low interest loan (Drinking Water Revolving Fund)



Public involvement meeting.

Projects come to life when the community emerges to share their voices.

4 Public Involvement

For our clients, the public involvement process incorporates citizens and stakeholders in the early stages of the planning process and encourages their participation throughout a project's lifecycle. Collaborating with the public allows policy makers to foster a shared project vision and enjoy a higher level of acceptance among planners, citizens, and other project stakeholders.

SEH has found Public Informational Meetings (PIMs) to be a very effective approach for public education. In an informal setting, with scheduled presentations, residents can attend to learn about the project. Led by our SEH's Public Engagement Specialist, Kristin Petersen, our project team members experienced in managing the PIM and outreach efforts. What's more? We can tap into SEH's Corporate Communications team of 14 creative digital and content specialists to aid in tailoring the right tools and message to help tell the project story efficiently.

Projects come to life when the community emerges to share their voices. We also recognize there is no single technique that works for all situations. As a result, for this feasibility study, the SEH team proposes to use the following methodologies as a guide for the Ramsey Water Treatment Facility planning phase the public involvement process:

- Begin in late March-early April 2020, with two months of informational mailers in customers' water bills and postings to the City's website and other social media avenues the City normally uses regarding issues of water quality, water demands and FAQs on water treatment and treatment facility function.
- Then follow these postings with a survey that asks customers to weigh in on issues like softening verses simple iron and manganese removal and comparative cost of treatment on a 1,000 gallon basis.
- Along about the beginning of May 2020, initiate an open house to discuss the survey results and share more information as the Preliminary Design Report draft nears production.
- Review the information with City staff at a meeting and consensually agree on incorporating customer feedback into the final Preliminary Design Report drawings and text.
- Then go back to the website and social media to demonstrate we heard, understood and value the ideas, concerns and goals of all people and thank everyone for their interest and input on water treatment in Ramsey.

Project Personnel

The organizational chart below highlights the team we have assembled for the City of Ramsey's Water Treatment Plant. Over the years, this core team of professionals has developed a solid working relationship with each other and a growing number of satisfied drinking water clients. We have included biographical sketches of our proposed project team, demonstrating their extensive experience delivering successful water treatment studies, planning, design, permitting and construction projects. Resumes for key team members are also included in the Appendix

City of Ramsey
BRUCE WESTBY, PE – CITY ENGINEER

Chris Larson PE
PROJECT MANAGER

Miles Jensen PE
PRINCIPAL-IN-CHARGE & QA/QC

SOURCE WATER ANALYSIS

Melanie Niday PG
HYDROGEOLOGIST

Jeff Ledin PE
WATER ENGINEER

Mark Wallis PE, CCS, CCCA, CDT
WATER ENGINEER

WATER TREATMENT OPERATIONS

John Thom
WATER OPERATIONS SPECIALIST

Kevin Young PE
WATER OPERATIONS SPECIALIST

PUBLIC ENGAGEMENT

Kristin Petersen AICP, NCI, LEED AP®
PUBLIC ENGAGEMENT SPECIALIST

DISTRIBUTION SYSTEM MODELING

Chad Katzenberger PE
HYDRAULIC MODELING ENGINEER

M/E ENGINEERING

Chad Westbrook PE
ELECTRICAL ENGINEER

Nick Brula PE
MECHANICAL ENGINEER



PROJECT PERSONNEL // ROLES AND BIOS



Chris Larson, PE

Project Manager

24+ years of experience

Chris's experience covers all aspects of water treatment including pilot studies and testing, preliminary engineering studies, design, construction administration, project management, and startup and training for water treatment and supply projects. ***As project manager, Chris will be responsible for scope, schedule, budget, deliverables, communications, meetings, engineering resources, staff supervision and project direction.***



Miles Jensen, PE

Principal-In-Charge / Quality Assurance

35+ years of experience

Miles brings more than 35 years of engineering experience specializing in the design and construction of water treatment plants; specifically advanced water treatment facility process design. ***He will oversee the QA/QC plan for your project, schedule reviews, and monitor staff to ensure a high-quality final product is delivered to your complete satisfaction.***



Melanie Niday, PG

Hydrogeologist / Source Water Analysis

31+ years of experience

Melanie is a hydrogeologist with extensive experience in solid waste permitting, hydrogeological and remedial investigations, ground water monitoring, data reduction and analysis and report preparation. ***Melanie will lead the aquifer assessment task.***



Jeff Ledin, PE

Senior Water Engineer

27+ years of experience

Jeff is a water engineer with extensive experience, especially in the area of public water systems engineering. ***With Jeff's long history will well siting, design and construction, he will assist Melanie in the assessment of sustainable groundwater for Ramsey.***



Mark Wallis, PE, CCS, CCCA, CDT

Civil Engineer / Source Water Analysis

34+ years of experience

Mark has extensive experience working with a wide variety of multidiscipline water projects, including water system supply and distribution plans, wells, water booster stations, water towers and water conservation, and emergency preparedness plans. ***With Mark's past experience of designing and developing wellfields in such communities as Sartell and other Minnesota cities, Mark will assist Melanine and Jeff in the analysis and planning of Ramsey's future well field growth and development.***



Chad Katzenberger, PE

Lead Hydraulic Modeling Engineer

15+ years of experience

Chad brings extensive water master planning and hydraulic modeling experience to the project. ***His responsibilities for this project will include calibration and update of the water model, water modeling analysis and system planning.***



John Thom, PE

Water Operations Specialist

54+ years of experience

John is a water and wastewater operations specialist with extensive experience in the management of water and wastewater utilities, plant studies, plant start-up, O&M, operator training and is the pilot plant designer and operator. ***John will provide operations review of the water treatment plant and site layout. John will also provide review and input on the proposed water treatment processes.***



Kevin Young, PE

Project Engineer

8+ years of experience

Kevin has served as a water treatment plant operator, engineer and supervisor at a 10 mgd lime softening facility for Moorhead Public Service (MPS). His operations experience also includes ozone disinfection, biological filtration, chlorination and high service pumping. ***Kevin will provide the day to day process engineering for layout of the plant and site. Like John, Kevin holds a Minnesota Class A water operator's license in addition to his Bachelor's and Master's degrees in Civil Engineering.***



Kristin Petersen, AICP, NCI, LEED AP®

Public Engagement Specialist

13+ years of experience

Kristin is an AICP certified planner and is the senior design engagement lead at SEH. Her background is focused on identifying and managing community concerns and conflicts and documenting, writing and providing graphic design for the preparation of project planning reports. ***Kristin will organize and lead the Public Outreach program with Chris Larson.***



Chad Westbrook, PE

Electrical Engineer

23+ years of experience

Chad is an electrical engineer with technical experience that includes facility power distribution and generation systems; fire alarm detection and notification; communication systems; and security systems. ***Chad will lead the electrical and control system design. For the Preliminary Design Study, this work will be important for appropriate sizing of the electrical and control spaces and developing an accurate cost estimate of the planned facility.***



Nick Brula, PE

Mechanical Engineer

15+ years of experience

Nick has extensive experience in energy analysis/modeling and ASHRAE 90.1 appendix G. He is experienced in every phase of HVAC project development, including initial cost estimation, facility analysis, system design and construction administration. ***Nick will be responsible for the mechanical system layout and space needs assessment for the mechanical and HVAC systsms. Like Chad, Nick's early input during the Preliminary Design Report will assure that the mechanical spaces are sized correctly and the facility cost estimate is accurate.***



SEH's Pilot Study Trailer

Summary of Proposed Work Plan, Schedule and Fees

CENTRALIZED WATER TREATMENT FACILITY	***SEH Staff Hours***	***Labor Costs***	***Expenses***	***Total***
TASK 1 - PROJECT INITIATION (Week of October 28, 2019)				
Kickoff Meeting (Meeting No. 1)	16	$1,947	$204	$2,150
Data Collection	10	$1,332	$0	$1,332
Project Initiation Subtotal	**26**	**$3,279**	**$204**	**$3,483**
TASK 2 - ANALYZE SOURCE WATER (November 2019 to Mid-January 2020)				
Analyze Aquifer Accessibility	19	$2,021	$0	$2,021
Analyze Aquifer Capacity	19	$2,021	$0	$2,021
Analyze Source Water Chemistry	12	$1,464	$0	$1,464
Analyze Aquifer Limitations	11	$1,248	$0	$1,248
Summarize Results	20	$2,237	$0	$2,237
Meet with City Staff (Meeting No. 2)	4	$748	$82	$830
Analyze Source Water Services Subtotal	**85**	**$9,738**	**$82**	**$9,820**
TASK 3 - DEVELOP WATER MODEL (November 2019 to January 2020)				
Demand Analysis				
Data Collection (GIS, Mapping, Demand Data, Facility Data)	5	$590	$0	$590
General Project Management & Coordination	3	$421	$0	$421
Historical Demand Analysis	2	$169	$0	$169
Review current and future service area population forecasts and update water demand projections over the planning period.	4	$449	$0	$449
Collect available current demographic data and planning forecasts for the identified service area based on the City's Comprehensive Plan.	2	$169	$0	$169
Collect and review water demand data information including billing (AMI), SCADA pumping records, DNR annual reports, other historical data sources, and other available planning and engineering reports	3	$253	$0	$253
Demand Analysis: Develop unit demands (gallons/day/unit) to be used for projecting future water requirements.	2	$169	$0	$169
Develop peaking factors for maximum day (MD), maximum hour (MH), average day (AD), average summer day (ASD), and average winter day (AWD).	2	$169	$0	$169
Forecast future average day demand in 5-year increments starting with year 2020 and going through year 2040.	2	$169	$0	$169
Develop 10 max day (MD10) use patterns for modeling purposes.	2	$169	$0	$169
Meet with City Staff (Meeting No. 3)	4	$713	$153	$866
Evaluation				
Model Construction from GIS	3	$239	$0	$239
Elevation Update to water model	1	$84	$0	$84
Model Facility Update(Wells, Tanks)	3	$239	$0	$239
Historical DemandReview	1	$84	$0	$84
Water System Demand Allocation & Distribution	2	$169	$0	$169
Desktop preliminary Calibration, Project Setup	3	$309	$0	$309
ArcMap Online Setup (Field Data Collection)	3	$365	$0	$365
Deploy & Retrieve Telogs (2 weeks of data collection)	4	$562	$0	$562
Field Flow Testing (One Day)	8	$674	$173	$847
Pump Capacity Analysis - Field Testing/Review	3	$239	$0	$239
Facility Review (Collect SCADA Data, field test, 2 weeks)	1	$70	$0	$70
Micro and Macro Field Testing Data Compilation	2	$155	$0	$155

CENTRALIZED WATER TREATMENT FACILITY	***SEH Staff Hours***	***Labor Costs***	***Expenses***	***Total***
Develop water system diurnal demand curves	2	$155	$0	$155
Develop and Incorporate water model controls	3	$239	$0	$239
Calibration of Model w/ field data	13	$1,082	$0	$1,082
Calibration Results Summary	3	$239	$0	$239
Conduct a Supply Capacity Analysis	3	$239	$0	$239
Conduct a Storage Volume Capacity Analysis	3	$309	$0	$309
Conduct a Pumping Capacity Analysis	3	$309	$0	$309
Fire Flow Capacity Analysis	3	$309	$0	$309
Emergency Operations Analysis	4	$323	$0	$323
(90% Draft) Develop Hydraulic Analysis Report	7	$758	$0	$758
Identify and Classify System Deficiencies (Hydraulic Capacity, Fire Flow, Storage, Growth, Water Quality, Pipeline repair, upgrade or replacement, admin and support, other)	5	$590	$0	$590
Final Hydraulic Analysis Report				
Prepare Final Hydraulic Analysis Report	21	$2,126	$0	$2,126
Meet with City Staff (Meeting No. 4)	4	$713	$153	$866
Develop Water Model Services Subtotal	**134**	**$14,016**	**$478**	**$14,495**
PREPARE PRELIMINARY DESIGN REPORT (December 2019 to April 2020)				
Select a Water Source	10	$1,211	$0	$1,211
Develop Treatment Goals	11	$1,440	$0	$1,440
Explore Available Treatment Options	11	$1,440	$0	$1,440
Summarize Advantages/Disadvantages of Each Option	6	$822	$0	$822
Select Preferred Treatment Option	5	$606	$0	$606
Develop Preliminary Centrailzed Treatment Facility Layout	51	$6,048	$0	$6,048
Select Preferred Site	12	$1,464	$0	$1,464
Meet with City Staff (Meeting No. 4)	4	$627	$31	$658
Calculate Estimated Construction and Operational Costs	6	$835	$0	$835
Review Existing Water Rate Structure and Recommend Revisions	6	$822	$0	$822
Explore Alternative External Funding Sources	3	$411	$0	$411
Prepare Draft Report	31	$3,616	$0	$3,616
Meet with City Staff (Meeting No. 6)	4	$627	$31	$658
Prepare Final Report	8	$1,006	$0	$1,006
Attend City Council Meeting to Present Final Report with City Staff (Meeting No. 8)	2	$432	$31	$463
Preliminary Design Report Services Subtotal	**170**	**$21,406**	**$93**	**$21,499**
PUBLIC EDUCATION/ENGAGEMENT PLAN (April 2020 to May 2020)				
Web-Based Communications	3	$411	$0	$411
Develop FAQs for uploading	7	$800	$0	$800
Attend Open House (Meeting No. 7)	4	$627	$31	$658
Prepare and upload responses to Customer Fedback	5	$606	$0	$606
Public Education/Engagement Plan Services Subtotal	**19**	**$2,444**	**$31**	**$2,475**
Estimated Project Totals	**434**	**$50,883**	**$888**	**$51,771**

Refer to the attached full Labor Hours & Expenses sheet for complete details

Firm Qualifications and Relevant Experience





FIRM BACKGROUND

Short Elliott Hendrickson Inc.® (SEH) is a 100% employee-owned company providing engineering, architectural, planning and environmental services to public and private clients throughout the country. Our more than 800 employee-owners deliver valuable solutions in the buildings, energy, environmental, infrastructure, transportation and water markets. Our collective purpose and body of work is focused on Building a Better World for All of Us®. "Building a better world" embodies our commitment to improving quality of life through safer roads, bridges, parks and trails; renewable energy and sustainable design; and cleaner air, drinking water, rivers and lakes. Together with our clients, we are designing customized solutions that impact the residents and businesses in the communities we serve, employees in the companies we serve and citizens of the world. You will find our clients across the United States, with evidence of our work in 42 states.

Water Treatment Capabilities

From pilot testing and treatment evaluations, through design and start-up of new water treatment facilities, SEH water treatment specialists find valuable solutions for communities and businesses. We've designed more than 60 drinking water treatment facilities in the past 10 years. Whether it is a 20 million gallon per day (mgd) surface water treatment facility or a 100 gallon per minute (gpm) well, our engineers design ways to address the challenges of each. Our water treatment services include:

- Arsenic removal
- Corrosion control
- Iron and manganese removal
- Lime and ion exchange softening
- Membrane filtration
- Nitrate removal
- Pilot studies
- Plant start-up and troubleshooting
- Plant assessments/capital improvements planning
- Radionuclide removal
- Surface water treatment
- Turbidity removal
- Ultraviolet (UV) disinfection
- Ozonation
- Volatile organic compound (VOC) removal and air stripping

Short Elliott Hendrickson Inc. (SEH®)

PROJECT MANAGER
Chris Larson, PE
651.765.2961
rsanford@sehinc.com

OFFICE LOCATION
3535 Vadnais Center Drive
St. Paul, MN 55110-3507
651.490.2000 | 888.908.8166 fax

sehinc.com

Short Elliott Hendrickson Inc.
Founded **1927**

Has grown to **32** locations



Simplifying complex challenges through **4** market areas: mobility, better places, clean water and renewing infrastructure

Employing **800+** engineers, architects, planners, scientists and talented professionals

An impressive **80%** of our clients are repeat customers

LEADERS IN DRINKING WATER

Clean, clear, reliable drinking water is one of the essential components to a healthy and enjoyable community.

Increasing customer demands, tougher regulations, vulnerability, maintenance, budget constraints and funding are continuing issues of concern. We can help address each one by providing a broad range of support for your water supply needs.

Experience in Design of Water Treatment Facilities

From comprehensive planning and treatment evaluations through design and start-up of new water facilities, our specialists customize solutions to your community's water needs. Our water treatment experience includes:

- Master planning and feasibility studies
- Pilot studies
- Computer modeling
- Wellhead and source water protection
- Water treatment
- Pumping stations
- Water storage
- Transmission and distribution
- Field investigations and testing
- Rate studies
- Financial/funding assistance
- SCADA systems

Financial Capabilities

Financial objectives in the drinking water industry are always changing, which makes successful planning more difficult and more important than ever. Today's water utilities need to consider the financial impacts of:

- Escalating costs of operational and infrastructure improvements
- Expanding regulatory and environmental forces from government and public interest groups
- Public demand for clean and affordable water

SEH can help water utilities stay financially viable by developing comprehensive capital improvements plan (CIP), cost of service analyses and cost-based rates structures. Financial management, capital finance planning, and rate setting have become critical tasks that demand tried and true financial skills. SEH water rate experts can help identify a utility's cost of providing utility service. This information allows you to determine equitable rates to be charged for water services, and allow a system to adequately recover costs associated with providing services in a reliable and effective manner.



SEH Pilot Filters – Biological Ammonia Removal

Funding Assistance

Water treatment facilities are highly intensive capital projects, often requiring communities to seek alternative means to finance much of the cost of the construction. Several funding mechanisms may be potentially available to the Sanitary District for financing some or all of the project. SEH's benefit to the District is that we know the funding programs and the staff that reviews the funding proposals. We understand the written and "unwritten" requirements. SEH will not waste the District's time or resources on non-productive opportunities. We have the capability to research many less well-known funding options, to maximize your project funding potential.

The SEH water team holds a high regard for the important decisions that federal, state and local funding agencies make every year.

We have a proven track record in successful grant writing and administration with Minnesota communities. Because of our specialization in grant writing, we work with all agencies and dozens of grant programs and can identify the most appropriate option for the City to pursue in financing needed public improvements.

RELEVANT EXPERIENCE // IRON AND MANGANESE TREATMENT

SEH has vast experience with iron and manganese treatment throughout many Minnesota and Wisconsin groundwater supplies . Our water treatment professionals have worked for many years under a strict QA/QC process that provides utilities with accurate assessment information and reliable solutions. SEH's hands on approach to water treatment is unique to the industry. We own and operate a pilot plant trailer that allows our water team to efficiently provide cost effective water treatment solutions. On the pages that follow, we have provided examples of similar projects for SEH team members who are earmarked for your water systems improvement projects.

SEH Iron and Manganese Removal Projects Completed Within Last 6 Years

Client	Year Complete	Treatment Capacity (mgd)
Thorp, WI	Ongoing	0.15
Cloquet, MN	Ongoing	1.4
Sussex, WI*	Ongoing	5.1
Hudson, WI	Ongoing	1.0
St. Joseph, MN	2018	1.0
Madison, WI	2017	3.6
Eau Claire, WI	2017	24
Gilbert, MN	2017	1.0
Savage, MN	2016	4.3

Client	Year Complete	Treatment Capacity (mgd)
Minnetrista, MN (North)*	2016	0.7
Minnetrista, MN (South)*	2016	1.4
Apple Valley, MN	2015	17.5
St. Louis Park, MN	2015	3.0
Wisconsin Rapids, WI	2014	3.0
MCF Stillwater, MN	2014	1.0
South Bend, IN	2014	10
Brooklyn Center, MN	2014	26
South Rivanna WTP, VA	2013	12

**Radium removal*

SEH Water Treatment Plant and Piloting Experience Projects

Wisconsin

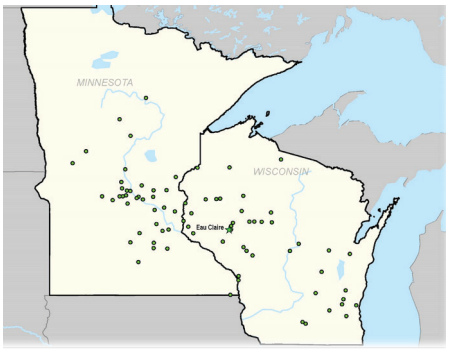
- Abbotsford (2.5 mgd)
- Chippewa Falls (3 mgd)
- Cornell (0.4 mgd)
- Eau Claire (24 mgd)
- Hartford (3 mgd)
- Hudson (1 mgd)
- Madison (3.6 mgd)
- Marshfield Utilities (3.3 mgd)
- North Shore Water Commission Port Washington (4 mgd)
- Superior Water (6 mgd)
- Sussex (5.1 mgd)
- Thorp (0.15 mgd)
- Whitehall (1.7 mgd)
- Wisconsin Rapids (7 mgd) Improvements Program

Minnesota

- Albany (4 mgd)
- Apple Valley (17.5 mgd)
- Brooklyn Center (26 mgd)
- Camp Ripley (2.5 mgd)
- Champlin (7 mgd)
- Chaska (2.6 mgd)
- Chaska (12.6 mgd)
- Cloquet (1.4 mgd)
- Eagan – Cliff Road (16.3 mgd)
- Eagan – Coachman Road (12 mgd)
- Fridley – Commons Park (10 mgd)
- Inver Grove Heights (6 mgd)
- Inver Grove Heights (6 mgd) Expansion
- Inver Grove Heights Rehabilitation
- Maple Grove (15 mgd)
- MCF Stillwater (1 mgd)
- Minnetrista North (0.7)
- Minnetrista South (1.4)
- North Branch (1.2 mgd)
- Plymouth (13 mgd)
- Plymouth (7 mgd)
- Richfield (14 mgd)
- Sartell North Plant (4 mgd)
- Sartell Southwest Plant (6 mgd)
- Savage (7.9 mgd)
- Savage (4.3 mgd)
- Spring Lake Park (2.9 mgd)
- St. Louis Park (3 mgd)
- St. Paul Regional Water Services (145 mgd) Program Management
- Virginia DPU (5 mgd) Renovation
- Waite Park (5.8 mgd) Improvement
- White Bear Lake (7.2 mgd) Lime Solids Handling Study
- Winona - Johnson Street Renovation (6 mgd)

Pilot Studies

- Anoka
- Apple Valley
- Aurora
- Blaine
- Brooklyn Park
- Cornell
- Easton
- Eau Claire
- Foley
- Gilbert
- Hackensack
- Lafayette
- La Crosse
- Ladysmith
- Madison
- Melrose
- North Branch
- Onalaska
- Onamia
- Ortonville
- Osseo
- Pelican Rapids
- Rib Mountain (San. Dist. No. 1)
- Richfield
- Savage
- Shoreview
- Slinger
- Stevens Point
- Sussex
- Waupun
- Whitehall
- Wisconsin Rapids



SEH Water Treatment Plant Planning and Implementation Work in Wisconsin and Minnesota

Water Treatment Plant

APPLE VALLEY, MN



Over the past 27 years, SEH team members have worked with the City of Apple Valley on their water treatment facility needs. Beginning in 1988, Miles Jensen delivered design and construction engineering services for the 12 mgd iron and manganese removal water treatment plant. In 1998, Miles served as project manager for an automated filter bypass that extended capacity of the facility to 17.5 mgd with blending. He also worked with the City on several miscellaneous projects and investigations related to their water treatment plant since its construction.

Currently, Miles is the program manager and Chris Larson the design engineer providing planning, design and construction services required to expand this iron and manganese removal plant to 24 mgd. Improvements include the addition of four concrete gravity filter with 6.5 mgd filtration capacity, two additional backwash tanks, upgrades to the existing filters and inlet distributors, adding a 15,000 square foot utility garage and shop and a municipal car wash. Remodeling and upgrades to the existing water treatment plant and offices were also included.

REFERENCE	Carol Blommel Johnson Utilities Superintendent 952.953.2441
SEH TEAM	Miles Jensen | Project Manager Chris Larson | Sr. Project Engineer

Faribault Water Treatment Plant

FARIBAULT, WI



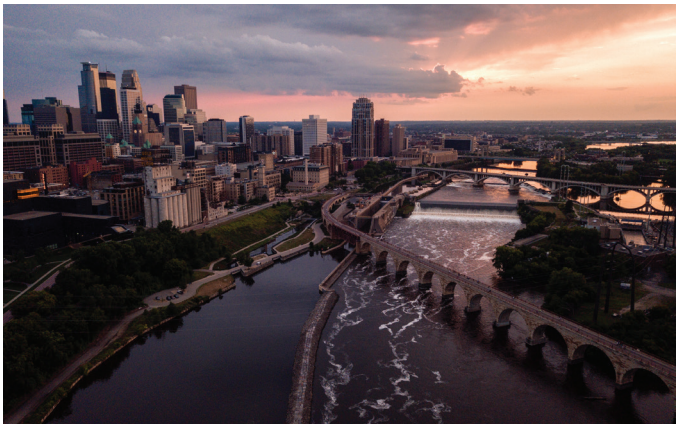
The City of Faribault has five water supply wells with elevated concentrations of iron. The City of Faribault recently had to replace all of its residential flow meters due to iron buildup. In addition to water quality concerns, some of Faribault's water infrastructure is old and in need of replacement including a 2 MG concrete reservoir constructed in the 1920s and a pumping station constructed in the 1930s.

In 2015, to assess the existing infrastructure and to evaluate options for removing iron from their drinking water, the City of Faribault hired SEH to prepare a water treatment plant feasibility report. The feasibility report identified that a pressure filter treatment plant would be a better option for Faribault due to high groundwater at the site and cost considerations. In 2018, SEH performed the detailed design of the water treatment plant. The project included design of a cost effective 8 MGD horizontal pressure filter treatment plant. The design includes demolishing the existing 2 MG reservoir and increasing the pressures of the 5 existing wells. This design provides a more efficient and operator friendly process. The water treatment plant is currently under construction.

REFERENCE	Travis Block Public Works Director 507.333.0365
SEH TEAM	Chris Larson | Project Manager Nick Brula | Mechanical Engineer Chad Westbrook | Electrical Engineer

Northwest Metro Water Study

METROPOLITAN COUNCIL ENVIRONMENTAL SERVICES (MCES) | ST. PAUL, MN



The capacity and future of existing groundwater supplies in the Northwest Metro may not be sufficient to meet future demands. To evaluate the feasibility of a joint surface water or groundwater drinking water system, the communities of Corcoran, Dayton, Ramsey, and Rogers decided to collaborate with MCES.

MCES retained SEH to complete a technical assessment of the capital and operational costs, as well as the potential benefits, of the following options:

- A joint surface water treatment plant taking water from the Mississippi River
- A joint groundwater treatment plant
- Governance and cost sharing options

The approaches ultimately evaluated in the study will not be prescriptive, but will serve as examples to stimulate future planning that could involve a hybrid of alternatives identified in the study, or in combination with water conservation measures and other sustainability approaches.

REFERENCE	Ali Elhassen, PE, PhD Metropolitan Council 651.602.1066
SEH TEAM	Chris Larson | Project Manager

Water Treatment Plant No. 1

CITY OF CLOQUET, MN



The City of Cloquet has manganese in its Well 8 that exceeds the Minnesota Department of Health's (MDH) recommendations. The City also utilizes a natural spring for a portion of its drinking water. The spring is currently classified as groundwater, but if it is determined that the spring is under the influence of surface water, Cloquet would need to treat this water or quit using it.

The City of Cloquet hired SEH to design a water treatment plant to remove the manganese from Well 8. The schedule for the project was extremely tight due to funding deadlines. In three months, SEH needed to prepare a feasibility study to determine the correct solutions and then do a full design of a water treatment plant. SEH investigated three water treatment plant sites and two treatment options (steel gravity and concrete gravity). The solution selected was a 1,000 gallon per minute concrete gravity filter treatment plant at Cloquet's Public Works site.

The water treatment plant processes include detention, dual media filtration, chemical feeds, a concrete clearwell and high service pumping. The water treatment plant also includes surface water treatment features, including filter to waste piping and valves, if it becomes necessary to treat water from the Spring Lake Reservoir.

REFERENCE	Caleb Peterson, PE Public Works Director – City of Cloquet 218.879.6758
SEH TEAM	Chris Larson | Project Manager Miles Jensen | Sr. Project Engineer Jeff Ledin | Sr. Project Engineer Chad Katzenberger | Hydraulic Modeling Engineer Nick Brula | Mechanical Engineer Chad Westbrook | Electrical Engineer

Water Treatment Plant No. 7

ELK RIVER MUNICIPAL UTILITIES
| ELK RIVER, MN



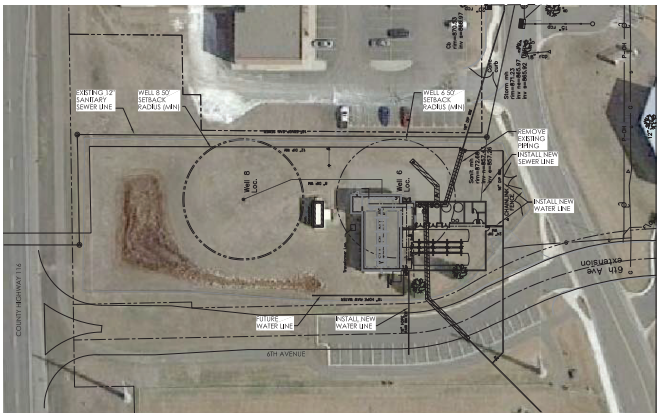
Water Treatment Plant No. 7 is a 1,000 gallon per minute steel pressure filter water treatment plant originally constructed in 2004. In 2006 modifications were made to the plant to allow for the treatment of an additional well. The current capacity of the treatment plant is not adequate for the concurrent treatment of both wells. Additionally, the water quality difference between the two wells is significant enough to prevent easily alternating the wells. To ensure the Utility is optimizing its water supply system, SEH was contracted to design an expansion that allowed for the treatment of both wells.

The expansion project included a 1,600-sq. ft. building addition, installation of 1,000 gpm pressure filter, fire suppression, chemical feed system upgrades, SCADA upgrades, and the associated electrical and mechanical work. The completed expansion will allow for the Utility to individually treat water from each well through a dedicated pressure filter.

REFERENCE	Erik Volk Utility Superintendent – New Brighton, MN 651.638.2119
SEH TEAM	Miles Jensen | Project Manager John Thom | Project Design Leader Nick Brula | Mechanical Engineer

Well No. 6 & 8 WTP Expansion

CITY OF ANOKA, MN



Anoka's Well 6/8 Water Treatment Plant is a 3,000 gpm (4.33 MGD) two-pressure vessel facility design for iron, manganese and radium removal. Due to increasing water demands and an apparent regulatory removal of Wells 1 & 2 from the City's production potential, the City of Anoka is faced with having to expand its Well 6/8 WTP to include proposed Wells 9 & 10. Before drilling the wells, the City decided to expand the WTP. The City contracted with SEH to complete a preliminary design study that laid out the scope of the facility expansion.

Currently, Miles serves as Project Manager on the design phase which will add two additional pressure filter vessels and increase the plant capacity to 6,000 gpm (8.6 MGD). The plant expansion will include all new chemical rooms, a laboratory and control and a new electrical room. The design phase is expected to be complete in February 2020.

REFERENCE	Pete Klingenberg Water & Sewer Supervisor 763.576.2923
SEH TEAM	Mark Wallis | Project Manager Chad Katzenberger | Water Modeling Engineer John Thom | Water Operations Specialist Kevin Young | Project Engineer Nick Brula | Mechanical Engineer Jeff Ledin | Water Engineer Melanie Niday | Project Scientist

Observatory WTP and South Rivanna WTP Improvements

RIVANNA WATER & SEWER AUTHORITY (RWSA) | CHARLOTTESVILLE, VA



Miles served as Project Manager for the Preliminary Engineering Report and Chris now serves as the Project Manager for the design project for improving two separate surface water treatment plants under one construction contract.

The capacity of the 5 mgd **Observatory WTP** is to be expanded to 10 mgd and include a new pretreatment chemical storage and feed building, renovation of the sedimentation basins considering lamella plate settlers, reconstruction of the 1953 filters and expansion of the intermediate pumping system, and the addition of 4.0 MGD of granular activated carbon (GAC) contactors and chlorine contact (CT) tank.

The 12 mgd **South Rivanna WTP** improvements will include the addition of two new 3 mgd filter cells, a new administration building, and miscellaneous treatment process and electrical power and SCADA improvements. The estimate cost of this combined improvements project is $35M.

REFERENCE	Dave Tungate Water Manager – RWSA 434.977.2970 x 155
SEH TEAM	Chris Larson | Project Manager Kevin Young | Project Engineer John Thom | Water Operations Specialist

Reverse Osmosis Softening Pilot Study

CITY OF LAKEFIELD, MN



SEH teamed with a reverse osmosis (RO) equipment manufacturer to conduct a 146 day pilot study to evaluate RO as a centralized water softening process. Centralized softening is being implemented in order to remove Point of Entry (POE) ion exchange water softeners that introduce chloride to the water during regeneration cycles. The primary driver for the project is a chloride limit in the wastewater treatment facility's NPDES/SDS permit. SEH completed the design for the RO system and pretreatment improvements to the existing WTP and the project is currently entering the bidding phase. Mass balance calculations show that a 99.8% reduction in chloride concentration will be achieved after ion exchange water softeners are removed within the City.

REFERENCE	Kelly Rasche Clerk 507.662.5457
SEH TEAM	John Thom | Water Operations Specialist Nick Brula | Mechanical Engineer Kevin Young | Project Engineer Chad Westbrook | Electrical Engineer

Biological Iron, Manganese and Ammonia Removal Pilot Study

CITY OF ONAMIA, MN



The City of Onamia obtains its water supply from two groundwater wells, which are both high in iron and manganese. The wells each have iron more than three times higher and manganese two times higher than the United States Environmental Protection Agency (US EPA) Secondary Standards. Additionally, the concentrations of ammonia in Well Nos. 3 and 4 are 2.7 mg/L and 7.2 mg/L, respectively. For comparison, past data collected by Minnesota Department of Health (MDH) suggests that more than 86% of Minnesota wells have ammonia concentrations less than 1.1 mg/L. The abnormally high levels of ammonia are of concern to both the City and MDH due to the higher risk of nitrification in the distribution system and difficulties maintaining a disinfectant residual. SEH was hired by the City to conduct a biological treatment pilot study to remove the ammonia, iron and manganese from their water. City staff is operating the pilot equipment. Recently, the pilot system was able to remove 10 mg/L of ammonia, nearly 50% of the raw water manganese, and iron to well below the 0.3 mg/L secondary standard.

REFERENCE	Josh True Water System Operator 320.630.6217
SEH TEAM	Jeff Ledin | Project Manager Kevin Young | Project Engineer John Thom | Water Operations Specialist

Water Treatment Plant

CITY OF GIBBON, MN



Poor water quality, an aging facility and limited space for expansion resulted in the City of Gibbon opting to design a new water treatment plant (WTP). The City's original WTP was an iron and manganese removal plant with aeration and gravity filtration. The water treatment equipment was housed within the City's jail, which was constructed in the early 1900s. Both the structure and the treatment equipment were in need of significant repairs, with the last major renovation – the rehabilitation of the steel gravity filters – completed more than 20 years prior.

SEH team members were involved in the planning design and construction services for a cost-effective concrete gravity filter plant to replace the existing WTP and enhance iron and manganese removal. The plants processes include aeration, concrete gravity filters, sodium hypochlorite feed, potassium permanganate feed, fluoride feed, a clearwell, and high service pumps. The project also included a complete upgrade of the plants SCADA system. Further adding to the complexity of the project, it was necessary for the WTP to fit on an existing single home lot adjacent to the existing water tower to minimize costs and reuse as much existing underground infrastructure as possible.

REFERENCE	Dana Lietzau City Administrator –City of Gibbon 507.834.6566
SEH TEAM	Chris Larson | Project Manager Chad Katzenberger | Project Engineer John Thom | Water Operations Specialist

On-Site Sodium Hypochlorite Generation System

CITY OF NEW ULM, MN



In 2017, SEH began working with New Ulm Public Utilities on a Preliminary Engineering Report to install an On-Site Sodium Hypochlorite Generation System at the WTP to replace an existing gaseous chlorine feed system. Design of the system began in 2018 and it went online in late 2018. The system was designed to utilize existing chemical containment bunkers within the WTP's chemical feed room for the salt brine tank and sodium hypochlorite storage tanks. The sodium hypochlorite generation and feed equipment was installed between the bunkers.

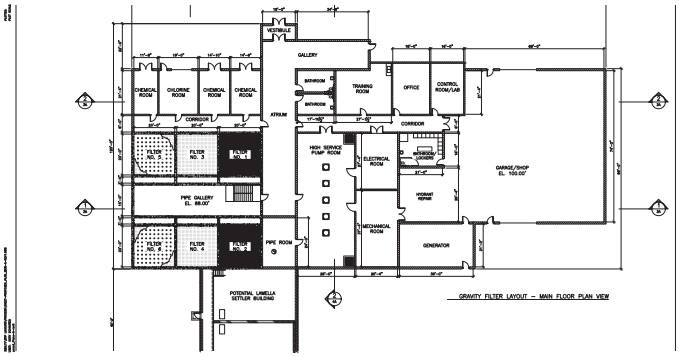
Through past experience, plant operators have found that chlorine cannot be added to the water until after it is pumped out of the clearwell on its way to the distribution system. They have found that the chlorine present in the backwash water damages the "bugs" in the filter, which is detrimental to their treatment of iron, manganese, and ammonia.

SEH paid particular attention to the sodium hypochlorite feed locations for the project. In order to provide operational flexibility, two (2) post-aeration chlorine feed points were installed in case a decision is made to abandon biological treatment. However, the primary chlorine feed point is into the high service pump discharge header. Since water is pumped out of the clearwell into the distribution system at approximately 65 psi, high pressure peristaltic hose pumps were required to pump the sodium hypochlorite into the pipeline. The hose pumps have been operating since early 2019, and have required little maintenance after the initial start-up.

REFERENCE	George Brown Water/District Energy Dept. Supervisor 507.233.2132
SEH TEAM	Jeff Ledin | Project Manager Kevin Young | Project Engineer Chad Katzenberger | Project Engineer

Water Treatment Plant Feasibility Study

CITY OF BROOKLYN CENTER, MN



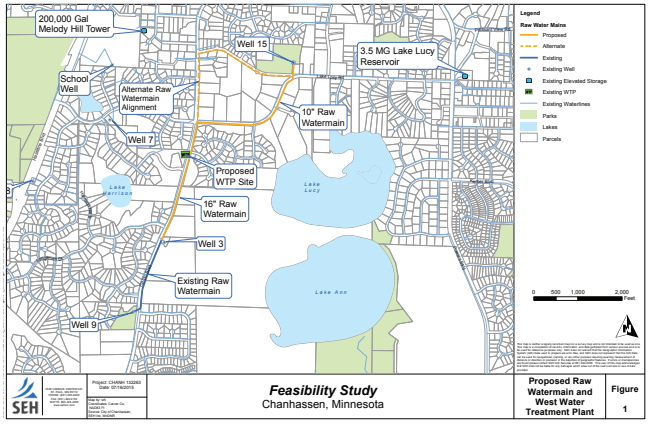
The City of Brooklyn Center has nine water supply wells with concentrations of manganese ranging from 0.23 milligrams per liter (mg/L) to 0.59 mg/L. In addition to causing aesthetic problems, the Minnesota Department of Health has issued health guidance values for manganese of 0.1 mg/L for bottle fed infants and 0.3 mg/L for children and adults.

To evaluate options for removing manganese from their drinking water, the City of Brooklyn Center hired SEH to prepare a water treatment plant feasibility report.The team worked closely with City staff to prepare treatment plant design layouts that met the City's needs and provided an operator friendly and efficient layout. In addition, SEH conducted a pilot study on the City's water to verify the optimal treatment process. The feasibility report identified treatment options and backwash water processing options. The report provided building layouts, site layouts, raw water main routing, and renderings of the alternatives. The report evaluated the alternatives based on advantages/disadvantages, construction costs, and life cycle costs. The final report allowed the City to make informed decisions on their water treatment options based on a thorough evaluation of the alternatives.

REFERENCE	Mark Hatfield Public Utilities Supervisor 763.585.7103
SEH TEAM	Miles Jensen | Project Manager Chris Larson | Senior Project Engineer

West Water Treatment Plant Feasibility Study

CITY OF CHANHASSEN, MN



In 2015, the City of Chanhassen contracted with SEH to prepare a feasibility study for their proposed West Water Treatment plant. Miles served as project manager where the basis of design for the facility was iron and manganese removal. The capacity of the facility is 6,000 gpm (8.6 MGD). Siting of the facility was selected to allow dual-zone pumping into the City's high pressure Western zone as well as its low pressure East Zone.

The project also included water system modeling by Chad to identify pumping heads for each pressure zone from the selected site. The estimated cost of the proposed WTP construction project was $13.8M and 20-year and 50-year present worth analyses were performed to assist the City with capital cost recovery through bonding and O&M costs through water rate adjustments.

REFERENCE	Paul Oehme Lakeville Director of Public Works 952.985.2701
SEH TEAM	Chad Katzenberger | Water Modeling Engineer

Personnel Qualifications and Relevant Experience

Chris Larson PE

PROJECT MANGER



Chris is a civil and environmental project manager/engineer with extensive experience in development, design, construction and management of a wide variety of projects. His experience covers pilot studies and testing, preliminary engineering studies, design, construction administration, project management and startup and training for water treatment and supply projects. Chris has also provided facility planning, design and construction administration of major sanitary sewer interceptors. He serves as the engineer for the Joint Powers Water Board of St. Michael, Albertville and Hanover, overseeing all of the engineering aspects of a water utility.

- Water Treatment Plant Expansion – City of Apple Valley, MN
- Water Treatment Plant – City of Faribault, MN
- Water Treatment Plants – City of Minnetrista, MN
- Water Treatment Plant No. 1 – City of Cloquet, MN
- NW Metro Water Study (Metropolitan Council Environmental Services) – St. Paul, MN
- Gibbon Water Treatment Facility – City of Gibbon, MN
- Observatory Water Treatment Plant Improvements (Rivanna Water & Sewer Authority) – Charlottesville, VA

EDUCATION

Master of Science
Environmental Engineering
University of Minnesota-Minneapolis

Bachelor of Science
Environmental Engineering
Michigan Technological University-Houghton

REGISTRATIONS

Professional Engineer in Minnesota

24+

years of experience

Miles Jensen PE

PRINCIPAL, QA/QC



Miles is a water treatment expert with 35 years of engineering experience as a project manager, client service manager and water discipline leader. Miles specifically specializes in advanced water treatment facility process design, construction management and plant start-up. Miles' experience includes master planning for ground and surface water systems, including enhanced coagulation, lime softening and ion exchange processes for iron, manganese, arsenic, radium, volatile organic compound (VOC) removal and DBP control.

- Chanhassen, MN West WTP Feasibility Study (8.6 MGD)*
- Brooklyn Center, MN WTP Feasibility Study (10 MGD)*
- Elk River, MN Well 7 Filter Addition (2.0 MGD)P*
- Anoka, MN Wells 6/8 WTP Expansion (5.6 MGD)P*
- Fridley - Locke Park WTP Renovation and Backwash Tank addition(2.0 MGD)P
- Savage, MN WTP #2 Renovation and Addition (4.3 MGD)*
- Eau Claire, WI WTP Filter Renovation and Pretreatment Expansion (30 MGD)*
- Sussex, WI Well 4 (1 MGD) P* WTP
- Sussex, WI Well 5 (1 MGD) P* WTP
- Sussex, WI Well 8 (2 MGD) P* WTP
- South Bend, IN - Pinhook WTP Renovation (10 MGD)*

EDUCATION

Bachelor of Science
Civil Engineering
University of Minnesota-Minneapolis

REGISTRATIONS

Professional Engineer in Minnesota, Wisconsin, Michigan, Indiana, Illinois, Iowa, Nebraska, North Dakota, South Dakota, Colorado, and Virginia

35+

years of experience

Jeff Ledin PE

CIVIL ENGINEER/SOURCE WATER ANALYSIS

Jeff is a professional engineer with extensive experience, especially in the area of public water systems engineering. Jeff brings a strong technical background including many years in highway/heavy construction supervision experience. He has worked on all phases of municipal engineering projects throughout Minnesota. The scopes of his work have included project development, preliminary design, client contact, permitting, design and construction. He has served as client contact for several communities with good success due to verbal and written communication skills.

- Well 9 and Water Treatment Plant 6/8 – City of Anoka, MN
- Water System Plan and Pilot Testing – City of Foley, MN
- Locke Park Water Treatment Plant Improvements – City of Fridley, MN
- Water Treatment Plant Filter Rehabilitation – City of Lafayette, MN
- Water Treatment Plant Improvements – Town of Lowell, MN
- Ammonia, Iron and Manganese Removal Pilot Study – City of Onamia, MN
- Water Treatment Plant Expansion – City of Apple Valley, MN
- Water Treatment Plant Rehabilitation – City of Pelican Rapids, MN



EDUCATION

Bachelor of Science
Civil Engineering
University of Colorado - Denver

REGISTRATIONS

Professional Engineer in Minnesota, Colorado, North Dakota, South Dakota, Missouri, Iowa, Wisconsin, Indiana, Nevada, Arizona, Wyoming

22+

years of experience

Mark Wallis PE, CCS, CCCA, CDT

CIVIL ENGINEER/SOURCE WATER ANALYSIS

Mark is a senior professional engineer with extensive experience working with a wide variety of multidiscipline water projects, including water system master planning, wells, water treatment, water booster stations and water towers. Mark's specialty is providing long-range planning for communities to help them prioritize and phase system improvements. A passionate listener and communicator, Mark's goal on each project is to understand the specific needs and desires of the client, effectively communicate alternatives, and develop solutions that meet their needs and budgets. I

- Lakewood Water Treatment Plant Control Filter – City of Duluth, MN
- Water Treatment Plants 1/2 and 6/8/9 Renovations – City of Anoka, MN
- Operational Evaluation Water Treatment Facility (Tower-Breitung Wastewater Board) – Tower, MN
- East Mesabi Joint Water System Preliminary Engineering Report – City of Biwabik, MN
- Water System Model – City of Moose Lake, MN
- Well No. 12 and Pump Building Construction – City of Cottage Grove, MN
- Surface Water Treatment Pilot Study – City of Aurora, MN



EDUCATION

Bachelor of Science
Civil Engineering
University of Wisconsin - Platteville

REGISTRATIONS

Professional Engineer in Minnesota and Wisconsin

Construction Documents Technology (CDT) (1994),

Certified Construction Contract Administrator (CCCA)

Certified Construction Specifier (CCS)

All through the Construction Specifications Institute

Melanie Niday PE

ENVIRONMENTAL ENGINEER/SOURCE WATER ANALYSIS



Melanie is a project manager and hydrogeologist with extensive experience in permitting, hydrogeological investigations, and groundwater monitoring. Her experience includes aquifer studies, solid waste permitting, environmental assessment worksheets (EAW), and environmental impact statements (EIS), as well as wetland assessments, remedial investigations, and remedial action plans.

- Surface Water Treatment Pilot Study – City of Gilbert, MN
- Aquifer Study – City of Little Falls, MN
- Wellhead Protection Plan – City of Vadnais Heights, MN
- Hydro Services for Design and Implementation of Groundwater Monitoring – Rock County, MN
- Aquifer Study – City of Cold Springs, MN
- North Post Wells (US Army - Fort McCoy) – Fort McCoy, WI
- Wellfield Assessment (City of New Ulm) – New Ulm, MN
- Remedial Services – Minn-Dak Farmers Cooperative, Wahpeton, ND
- Aquifer Study – Minnesota Energy, Buffalo Lake, MN
- Aquifer Study – Great River Energy, South Heart, ND

EDUCATION

Bachelor of Science
Geology
North Dakota State University-Fargo

REGISTRATIONS

Professional Geologist in Minnesota and Wisconsin

31+

years of experience

Chad Katzenberger PE

MODELING ENGINEER



Chad is a lead process engineer with 14 years of process piping design, water hydraulics, water treatment and construction experience. Chad's responsibilities include leading a multidisciplined group of civil, mechanical and electrical engineers as well as architects and landscape designers. Chad's most recent work included the Unit Well 31 Facility Design and Unit Well 12 where he led the water treatment plant process design, report preparations, REVIT modeling and quality control of hydraulics and SCADA.

- Water Model Construction and Analysis – City of Gaylord, MN
- Feasibility Study for Water Quality and Water Supply – City of Gilbert, MN
- Well 4 and Well 5 Water Treatment Plants – Village of Sussex, WI
- Water Treatment Facility Renovation – City Savage, MN
- Well 31 Facility Design (Madison Water Utility) – Madison, WI
- Unit Well 12 Upgrade and Conversion to a Two Zone Well (Madison Water Utility) – Madison, WI
- Pinhook Water Treatment Plant Rehabilitation (South Bend Water Works) – South Bend, IN

EDUCATION

Bachelor of Science
Civil Engineering
University of Minnesota-Minneapolis

REGISTRATIONS

Professional Engineer in Minnesota

15+

years of experience

John Thom

WATER OPERATIONS SPECIALIST



John is a water and wastewater operations specialist with extensive experience in project management, plant studies, plant start-up, maintenance manuals, operation procedures manuals, water and wastewater operator training. He is also the wastewater and water treatment pilot plant designer and operator. His many years of treatment experience with iron and manganese as well as his first-hand knowledge starting up over 20 similar facilities will be critical to the City of Ramsey's water quality and pilot study report review. John has been recognized for outstanding performance in the water and wastewater industry by numerous professional organizations. Prior to joining SEH, John was the Public Works Superintendent for the City of Pelican Rapids, a Vocational Instructor for the state of Minnesota and a Utility Coordinator for the City of Richfield.

- Pilot Study and Alternatives Analysis (Rib Mountain Sanitary District No. 1) – Town of Rib Mountain, WI
- Feasibility Study for Water Quality and Water Supply – City of Gilbert, MN
- Well 4 and Well 5 Water Treatment Plants – Village of Sussex, WI
- Water Treatment Facility Needs Assessments – City of Eau Claire, WI
- Well 31 Facility Construction (City of Madison Water Utility) – Madison, WI

EDUCATION

Certificate Technical Teaching
University of Minnesota-Minneapolis

REGISTRATIONS

Water Operator, Class A, Minnesota Department of Health

54+

years of experience

Kevin Young PE

PROCESS ENGINEER



Kevin's unique perspective as both an operations specialist and a professional engineer mean that he knows what does and doesn't work in the real world and also the constructability review process to develop integrated solutions that reduce project risks and achieve project goals. He served as a WTP operator, engineer and supervisor at a 10 mgd lime softening facility for Moorhead Public Service. His operations experience also includes ozone disinfection, biological filtration, chlorination and high service pumping. He is passionate about the environment and our responsibility to provide clean water to everyone. He is experienced with Supervisory Control and Data Acquisition (SCADA) operation, ArcGIS, with basic knowledge of InfoWater and AutoCAD.

- Water Treatment Plant No. 1 – City of Cloquet, MN
- WTP No. 1 Rehabilitation and Biological Treatment Optimization – City of St. Joseph, MN
- Iron and Manganese Removal Pilot Study – City of Gilbert, MN
- Ammonia, Iron and Manganese Removal Pilot Study – City of Onamia, MN
- Reverse Osmosis Softening Pilot Study – City of Lakefield, MN
- North Rivanna Water Treatment Plant - HSP Replacement (Rivanna Water & Sewer Authority) – Charlottesville, VA

EDUCATION

Master of Science
Civil Engineering
North Dakota State University-Fargo

Bachelor of Science
Civil Engineering
North Dakota State University-Fargo

REGISTRATIONS

Professional Engineer in Minnesota

Water Supply System Operator, Class A (MN)

8+

years of experience

Chad Westbrook PE

ELECTRICAL ENGINEER

Chad is an electrical engineer with experience that includes preparation of studies, construction drawings and construction administration. He is also an experienced project manager who has been responsible for project budget, scope and schedule for many of these projects. Chad has prepared construction drawings and specifications and provided construction administration through all project phases. The types of projects he has worked on include boiler and chiller facilities, higher education facilities, industrial facilities, water and wastewater treatment facilities, SCADA and public works buildings. Chad's technical experience includes facility power distribution and generation systems; facility and outdoor lighting; fire alarm detection and notification; communication systems; and security systems.

- Water Treatment Plant No. 1 – City of Cloquet, MN
- Crozet Water Treatment Plant Improvements (Rivanna Water & Sewer Authority) – Charlottesville, VA
- Water Treatment Plant – City of Faribault, MN
- North Rivanna Water Treatment Plant - HSP Replacement (Rivanna Water & Sewer Authority) – Charlottesville, VA
- Water Treatment Plant Phase II Improvements – City of Eau Claire, WI
- Reverse Osmosis Softening Pilot Study – City of Lakefield, MN
- Water Treatment Plant – City of Gibbon, MN



EDUCATION

Bachelor of Science
Electrical Engineering
Michigan Technological University

REGISTRATIONS

Professional Engineer in Alabama, Kentucky, Minnesota, North Dakota, Oklahoma, South Dakota, Texas, Virginia and Wisconsin

23+

years of experience

Nick Brula PE

MECHANICAL ENGINEER

Nick has extensive experience in the mechanical and construction engineering field. Nick has worked with energy analysis/modeling and ASHRAE 90.1 appendix G. He is experienced in every phase of HVAC project development, including initial cost estimation, facility analysis, system design and construction administration. Nick has helped design and oversee the construction of several industrial HVAC projects, including chiller replacements, boiler upgrade and replacements, constant volume and VAV systems, variable refrigerant flow systems, water and wastewater treatment facilities and plumbing upgrades. He is proficient in load calculation and modeling programs such as Carrier HAP and Trane Trace 700 as well as AutoCAD and Revit MEP.

- Water Treatment Plant – City of Faribault, MN
- Water Treatment Plant Filter Rehabilitation and Two New Production Wells – City of Eau Claire, WI
- Water Treatment Plant No. 10 – City of Hudson, WI
- Water Treatment Plant No. 1 – City of Cloquet, MN
- Reverse Osmosis Softening Pilot Study – City of Lakefield, MN
- Observatory Water Treatment Plant Improvements (Rivanna Water & Sewer Authority) – Charlottesville, VA
- Water Treatment Plants – City of Minnetrista, MN
- Wells 4, 5 and 8 Water Treatment Plants – Village of Sussex, WI



EDUCATION

Bachelor of Arts
Physics
St. John's University - Collegeville, MN

Bachelor of Mechanical Engineering
University of Minnesota-Minneapolis

REGISTRATIONS

Professional Engineer in Wisconsin, Colorado, Iowa, Indiana, Minnesota, North Carolina, New Jersey, South Dakota and Virginia

15+

years of experience

Kristin Peterson AICP, NCI, LEED AP®

PUBLIC INCOLVEMENT SPECIALIST

Kristin holds a Masters degree in Architecture, is an AICP certified planner, and is certified by the National Charrette Institute. She has a broad range of experience in community and transportation planning. Kristin's extensive public involvement experience includes creating design workshop tools, facilitating public meetings, preparing online and community preference surveys, holding design charrettes and conducting workshops for clients and project stakeholders. She brings a background focused on identifying and managing community concerns and conflicts, and documenting, writing and providing graphic design for the preparation of project planning reports. Her design work includes development of hands-on site models, 3D printed prototypes, and physical demonstration models to convey technically rich information in a format that is accessible to all ages, abilities, and communication styles.

Kristin has more than 13 years of experience developing and implementing stakeholder communications and outreach strategies on the following projects:

- TH 53 and Garfield Layouts for Twin Ports Interchange (Minnesota Department of Transportation District 1) – Duluth, MN
- Comprehensive Parks System Master Plan – Little Canada, MN
- South Hennepin, Franklin to Lake Streets – Minneapolis, MN
- US 63 Mississippi River Bridge Visual Quality – Red Wing, MN
- St. Anthony Parkway Bridge – Minneapolis, MN
- West Lake Multimodal Station – Minneapolis, MN
- Numerous infrastructure projects throughout the state



EDUCATION

Master of Architecture
Architecture
Pratt Institute - Brooklyn, NY

Bachelor of Arts
Philosophy
Creighton University - Omaha, NE

REGISTRATIONS

AICP (2015), American Institute of Certified Planners

Charrette System Certified (2014), National Charrette Institute

LEED AP (2009), U.S. Green Building Council

13+

years of experience

Task Hour Budget

TASK	DESCRIPTION OF TASK	SEH Labor Hours Total	SEH Labor Task Fees Total	SEH ODC Task Fees Total	Subs Task Fees Total	Task Fees Total	LARSON (Project Manager)	MARTIN (Process Project Engineer)	KARNS (Process Lead Tech)	KATZENBERGER (Process Hydraulics Engineer)	YELLE (Process Hydraulics Engineer)	HANSON KOONTZ (Process Tech)	JENSEN (SR. Process Engineer - QC)	NIDAY (Sr Scientist - Geology)	SHERRILL (Scientist - Geology)	BERGERSON (Civil Project Engineer)	FRICK (Project Architect)	EXPENSES			
																		Mileage Auto		Printing, Postage, etc…	Total
																		Unit	Total		
1	**PROJECT INITIATION**																				
	Kickoff Meeting (Meeting No. 1)	16	$1,947	$204	$0	$2,150	2	2		2	2	6		2				354	$204		203.55
	Data Collection	10	$1,332	$0	$0	$1,332	2	6						2					$0		-
	Project Initiation Subtotal	**26**	**$3,279**	**$204**	**$0**	**$3,483**	**4**	**8**	**0**	**2**	**2**	**6**	**0**	**4**	**0**	**0**	**0**			**$0.00**	**$203.55**
2	**ANALYZE SOURCE WATER**																				
	Analyze Aquifer Accessibility	19	$2,021	$0	$0	$2,021								3	16				$0		-
	Analyze Aquifer Capacity	19	$2,021	$0	$0	$2,021								3	16				$0		-
	Analyze Source Water Chemistry	12	$1,464	$0	$0	$1,464	1							3	8				$0		-
	Analyze Aquifer Limitations	11	$1,248	$0	$0	$1,248								3	8				$0		-
	Summarize Results	20	$2,237	$0	$0	$2,237	1							3	16				$0		-
	Meet with City Staff (Meeting No. 2)	4	$748	$82	$0	$830	2							2				142	$82		81.65
	Analyze Source Water Services Subtotal	**85**	**$9,738**	**$82**	**$0**	**$9,820**	**4**	**0**	**0**	**0**	**0**	**0**	**0**	**17**	**64**	**0**	**0**			**$0.00**	**$81.65**
3	**DEVELOP WATER MODEL**																				
	Demand Analysis																				
	Data Collection (GIS, Mapping, Demand Data, Facility Data)	5	$590	$0	$0	$590				3	2								$0		-
	General Project Management & Coordination	3	$421	$0	$0	$421				3									$0		-
	Historical Demand Analysis	2	$169	$0	$0	$169					2								$0		-
	Review current and future service area population forecasts and update water demand projections over the planning period.	4	$449	$0	$0	$449				2	2								$0		-
	Collect available current demographic data and planning forecasts for the identified service area based on the City's Comprehensive Plan.	2	$169	$0	$0	$169					2								$0		-
	Collect and review water demand data information including billing (AMI), SCADA pumping records, DNR annual reports, other historical data sources, and other available planning and engineering reports	3	$253	$0	$0	$253					3								$0		-
	Demand Analysis: Develop unit demands (gallons/day/unit) to be used for projecting future water requirements.□	2	$169	$0	$0	$169					2								$0		-
	Develop peaking factors for maximum day (MD), maximum hour (MH), average day (AD), average summer day (ASD), and average winter day (AWD).□	2	$169	$0	$0	$169					2								$0		-
	Forecast future average day demand in 5-year increments starting with year 2020 and going through year 2040.	2	$169	$0	$0	$169					2								$0		-
	Develop 10 max day (MD10) use patterns for modeling purposes.	2	$169	$0	$0	$169					2								$0		-
	Meet with City Staff (Meeting No. 3)	4	$713	$153	$0	$866	2			2								266	$153		152.95
	Evaluation																				
	Model Construction from GIS	3	$239	$0	$0	$239				0.5	2								$0		-
	Elevation Update to water model	1	$84	$0	$0	$84					1								$0		-
	Model Facility Update(Wells, Tanks)	3	$239	$0	$0	$239				0.5	2								$0		-
	Historical DemandReview	1	$84	$0	$0	$84					1								$0		-
	Water System Demand Allocation & Distribution	2	$169	$0	$0	$169					2								$0		-
	Desktop preliminary Calibration, Project Setup	3	$309	$0	$0	$309				1	2								$0		-
	ArcMap Online Setup (Field Data Collection)	3	$365	$0	$0	$365				2	1								$0		-
	Deploy & Retrieve Telogs (2 weeks of data collection)	4	$562	$0	$0	$562				4									$0		-
	Field Flow Testing (One Day)	8	$674	$173	$0	$847					8							300	$173		172.50
	Pump Capacity Analysis - Field Testing/Review	3	$239	$0	$0	$239				0.5	2								$0		-
	Facility Review (Collect SCADA Data, field test, 2 weeks)	1	$70	$0	$0	$70				0.5									$0		-
	Micro and Macro Field Testing Data Compilation	2	$155	$0	$0	$155				0.5	1								$0		-
	Develop water system diurnal demand curves	2	$155	$0	$0	$155				0.5	1								$0		-
	Develop and Incorporate water model controls	3	$239	$0	$0	$239				0.5	2								$0		-
	Calibration of Model w/ field data	13	$1,082	$0	$0	$1,082				0.5	12								$0		-
	Calibration Results Summary	3	$239	$0	$0	$239				0.5	2								$0		-
	Conduct a Supply Capacity Analysis	3	$239	$0	$0	$239				0.5	2								$0		-
	Conduct a Storage Volume Capacity Analysis	3	$309	$0	$0	$309				1	2								$0		-
	Conduct a Pumping Capacity Analysis	3	$309	$0	$0	$309				1	2								$0		-
	Fire Flow Capacity Analysis	3	$309	$0	$0	$309				1	2								$0		-
	Emergency Operations Analysis	4	$323	$0	$0	$323				0.5	3								$0		-
	(90% Draft) Develop Hydraulic Analysis Report	7	$758	$0	$0	$758				3	4								$0		-
	Identify and Classify System Deficiencies (Hydraulic Capacity, Fire Flow, Storage, Growth, Water Quality, Pipeline repair, upgrade or replacement, admin and support, other)	5	$590	$0	$0	$590				3	2								$0		-
	Final Hydraulic Analysis Report																				
	Prepare Final Hydraulic Analysis Report	21	$2,126	$0	$0	$2,126	1			4	16								$0		-
	Meet with City Staff (Meeting No. 4)	4	$713	$153	$0	$866	2			2								266	$153		152.95
	Develop Water Model Services Subtotal	**134**	**$14,016**	**$478**	**$0**	**$14,495**	**5**	**0**	**0**	**37.5**	**91**	**0**	**0**	**0**	**0**	**0**	**0**			**$0.00**	**$478.40**
4	**PREPARE PRELIMINARY DESIGN REPORT**																				
	Select a Water Source	10	$1,211	$0	$0	$1,211	2	8											$0		-
	Develop Treatment Goals	11	$1,440	$0	$0	$1,440	2	8					1						$0		-
	Explore Available Treatment Options	11	$1,440	$0	$0	$1,440	2	8					1						$0		-
	Summarize Advantages/Disadvantages of Each Option	6	$822	$0	$0	$822	2	4											$0		-
	Select Preferred Treatment Option	5	$606	$0	$0	$606	1	4											$0		-
	Develop Preliminary Centrailzed Treatment Facility Layout	51	$6,048	$0	$0	$6,048	2	16	24				1				8		$0		-
	Select Preferred Site	12	$1,464	$0	$0	$1,464	2	2								8			$0		-
	Meet with City Staff (Meeting No. 4)	4	$627	$31	$0	$658	2	2										54	$31		31.05
	Calculate Estimated Construction and Operational Costs	6	$835	$0	$0	$835	1	4					1						$0		-
	Review Existing Water Rate Structure and Recommend Revisions	6	$822	$0	$0	$822	2	4											$0		-
	Explore Alternative External Funding Sources	3	$411	$0	$0	$411	1	2											$0		-
	Prepare Draft Report	31	$3,616	$0	$0	$3,616	4	24				2	1						$0		-
	Meet with City Staff (Meeting No. 6)	4	$627	$31	$0	$658	2	2										54	$31		31.05
	Prepare Final Report	8	$1,006	$0	$0	$1,006	2	4				2							$0		-
	Attend City Council Meeting to Present Final Report with City Staff (Meeting No. 8)	2	$432	$31	$0	$463	2											54	$31		31.05
	Preliminary Design Report Services Subtotal	**170**	**$21,406**	**$93**	**$0**	**$21,499**	**29**	**92**	**24**	**0**	**0**	**4**	**5**	**0**	**0**	**8**	**8**			**$0.00**	**$93.15**
5	**PUBLIC EDUCATION/ENGAGEMENT PLAN**																				
	Web-Based Communications	3	$411	$0	$0	$411	1	2											$0		-
	Develop FAQs for uploading	7	$800	$0	$0	$800	1	6											$0		-
	Attend Open House (Meeting No. 7)	4	$627	$31	$0	$658	2	2										54	$31		31.05
	Prepare and upload responses to Customer Fedback	5	$606	$0	$0	$606	1	4											$0		-
		0	$0	$0	$0	$0													$0		-
		0	$0	$0	$0	$0													$0		-
		0	$0	$0	$0	$0													$0		-
		0	$0	$0	$0	$0													$0		-
		0	$0	$0	$0	$0													$0		-
	Public Education/Engagement Plan Services Subtotal	**19**	**$2,444**	**$31**	**$0**	**$2,475**	**5**	**14**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**			**$0.00**	**$31.05**
	GrandTotal:	**434**	**$50,883**	**$888**	**$0**	**$51,771**	**47**	**114**	**24**	**39.5**	**93**	**10**	**5**	**21**	**64**	**8**	**8**	**327.5**	**$188**	**$0.00**	**$887.80**

Centralized Water Treatment Facility - Improvement Project #19-12 Tabulation of Proposal Fees						
Proposal Team	Source Water Analysis	Water Supply Model	Prelim Design Report	Public Engage-ment	**Total Proposal Fees**	Notes
AE2S	$40,000	$33,000	$60,500	$19,000	**$152,500**	(1)
BMI	$29,998	$19,750	$22,250	$2,800	**$74,798**	(1)
Sambatek	$40,806	$19,020	$49,664	$11,296	**$126,486**	(2)
SEH	$13,303	$14,495	$21,499	$2,475	**$51,772**	(1)
WSB	$7,656	$14,685	$36,822	$2,218	**$61,381**	(1)

Notes: (1) Reimburseable expenses included in fees proposed per service area.
(2) Add $5,700 for reimbursable expenses and testing services allowance.