City of Ramsey
Agenda
Regular City Council
Tuesday, June 23, 2020
7:00 pm
Council Chambers, 7550 Sunwood Drive NW

Limited In Person Attendance per Social Distancing Guidance will be provided. To be considered for In Person Attendance, please fill out request online at https://www.surveymonkey.com/r/RamseyMeetings or contact us at 763-433-9826. Priority will be given to those with limited access to remote meeting technology. We may not be able to accommodate all requests. If you can join remotely, you should join remotely.

Meeting by telephone or other electronic means in accordance with Minnesota Statute 13D.021

Join us via computer at www.cityoframsey.com/meetings.

To join via phone, please use the following information:

+1 480 712 7555 (US Toll)

+1 833 712 7555 (US Toll-Free)

Meeting ID: 116 6274 4365

Comments are also welcomed and encouraged prior to the meeting and live during the meeting at meetings@cityoframsey.com or 763-433-9819

1. Call to Order

2. Presentation

1. Presentation of the 2019 Comprehensive Annual Financial Report by the City's Auditing Firm of Malloy, Montague, Karnowski, Radosevich & Company (MMKR) - Aaron Nielsen, Principal with the firm, will be presenting.

3. Citizen Input

4. Approve Agenda

5. Consent Agenda

1. Receive 2019 Comprehensive Annual Financial Report (CAFR)

2. Receive May 2020 Financial Reports - General Fund and Enterprise Funds

3. Note the Following Boards, Commissions, and Committee Meeting Minutes:
   - Public Works Committee Meeting Minutes Dated March 16, 2020
   - Planning Commission Meeting Minutes Dated May 7, 2020
   - Economic Development Authority Meeting Minutes Dated May 14, 2020
   - Environmental Policy Board Meeting Minutes Dated May 20, 2020
   - Park and Recreation Commission Meeting Minutes Dated Dated May 21, 2020

4. Approve the Following Meeting Minutes:

1. City Council Work Session dated 6/9/2020
2. City Council Regular Session dated 6/9/2020

5. Approve the City of Ramsey Employee COVID-19 Preparedness Plan

6. Approve Business Licenses

7. Approve Liquor License Renewals

8. Approve Rental Licenses

9. Adopt Resolution # 20-126 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of June 4, 2020 through June 17, 2020

10. Adopt Resolution #20-101 Granting an Amended Conditional Use Permit for the Property Located at 6750 Highway 10 NW (Project No. 20-108); Case of 22 Properties LLC

11. Adopt Resolution #20-127 Approving Accessory Building Agreement at 15820 Saint Andrews Lane NW; Case of John and Amy Wisniewski.

12. Adopt Resolution #20-128 Denying a Massage Establishment and Massage Therapy License

13. Adopt Resolution #20-129 Extension of COVID-19 Assistance Plan Phase 1

14. Adopt Resolution #20-131 Approving an Easement Encroachment Agreement with Delta ModTech for Installation and Maintenance of Signage in a Drainage and Utility Easement at 8445 Bunker Lake Boulevard NW (Project No. 19-108); Case of Delta ModTech

15. Adopt Resolution #19-135 Approving Temporary Contracted Inspection Assistance with Rum River Construction Consultants

16. Adopt Resolution #20-137 Approving an Easement Encroachment Agreement with Armstrong West Retail Mall, LLC for Installation and Maintenance of a Sign in a Drainage and Utility Easement at 8019 146th Ave NW (Project No. 19-111); Case of PSD, LLC dba Armstrong West Retail Mall, LLC

17. Adopt Resolution #19-138 Declaring Participation in State Performance Measurement Program

18. Adopt Resolution #20-132 Hiring Seasonal Public Works Maintenance Workers

6. Public Hearing

7. Council Business

1. Motion Calling for a Public Hearing on the Proposed Franchise Fee Ordinances

2. Discuss Potential City Code Changes to Liquor Licenses and Tobacco Licenses

3. Consider Off-Sale Liquor License at 13939 Saint Francis Blvd NW; Case of Cloud X Vapes

4. Adopt Ordinance #20-14 Vacating Right of Way and Drainage and Utility Easements (Case of Capstone Homes and City of Ramsey); Project 19-149

5. Adopt Resolution #20-130 Accepting Bids and Awarding Contract for Puma Street Improvements, Improvement Project #20-04.

6. Adopt Ordinance #20-06 Approving Zoning Amendment of Part of Subject Property from R-1 Residential (MUSA) District to R-1 Residential (Detached Villa). Case of Northfork Meadows.

7. Adopt Resolution #20-115 Approving Cobblestone Hotel and Cobblestone Addition (Case of Cobblestone Hotel)

8. Adopt Resolution #20-114 Approving Preliminary Plat for Hampton Homes (Project #19-140): Case of Platinum Land LLC

9. Adopt Resolution #20-136 Approving Planning Framework for Highway 10 South Planning Area - Riverstone South

10. Adopt Resolution #20-134 Accepting Resignation of the Ward 1 Council Member, Declaring a Vacancy in the Office of Council Member Ward 1 and Calling for a Special Election to Fill the Vacancy.

8. Mayor/Council/Staff Input

9. Adjournment

CC Regular Session **2. 1.**

Meeting Date: 06/23/2020

Information

Title:

Presentation of the 2019 Comprehensive Annual Financial Report by the City's Auditing Firm of Malloy, Montague, Karnowski, Radosevich & Company (MMKR) - Aaron Nielsen, Principal with the firm, will be presenting.

Purpose/Background:

The City's auditing firm will provide a brief overview of the 2019 Comprehensive Annual Financial Report, Management Report and Special Purpose Audit Reports

Attachments

No file(s) attached.

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	06/18/2020 09:33 AM
Form Started By: Diana Lund		Started On: 05/21/2020 10:15 AM
Final Approval Date: 06/18/2020		

CC Regular Session **5. 1.**

Meeting Date: 06/23/2020

By: Diana Lund, Finance

Information

Title

Receive 2019 Comprehensive Annual Financial Report (CAFR)

Purpose/Background:

The City of Ramsey is required to undergo a certified audit, on an annual basis, of all of its funds and account groups. This audit is performed by the firm of Malloy, Montague, Karnowski, Radosevich & Co., P.A.

Incorporated into the 2019 CAFR are changes that are consistent with recommendations from the review for the "Certificate of Achievement for Excellence in Financial Reporting: (Certificate) and any reporting changes required by the Governmental Accounting Standards Board (GASB). It is our belief that this report is again a good candidate for receipt of the Certificate and it is intended that we submit the 2019 CAFR for review and consideration.

The auditors, as a part of their work, prepare a Management Report for the City. This report contains information on the following:

1. Audit Summary
2. Governmental Funds Overview
3. Enterprise Funds Overview
4. Government-Wide Financial Statements
5. Legislative Updates
6. Accounting and Auditing Updates

A presentation from a representative with the firm of Malloy, Montague, Karnowski, Radosevich will review the auditors opinions contained in the CAFR, the Management Report, and Special Purpose Audit Reports and answer any questions from the Council. This presentation will be scheduled prior to the regular City Council meeting to account for time and a brief summary will be presented at the beginning of the regular City Council meeting.

Funding Source:

The 2019 annual audit was included in the 2020 General Fund Finance budget.

Recommendation:

Staff recommends acceptance of the 2019 Comprehensive Annual Financial Report.

Action:

Motion to accept the 2019 Comprehensive Annual Financial Report and authorize the Finance Director to submit to the State of Minnesota Department of Revenue and other agencies, as required, and to submit the report with application for the Certificate to the Government Finance Officers Association of the United States and Canada.

Attachments

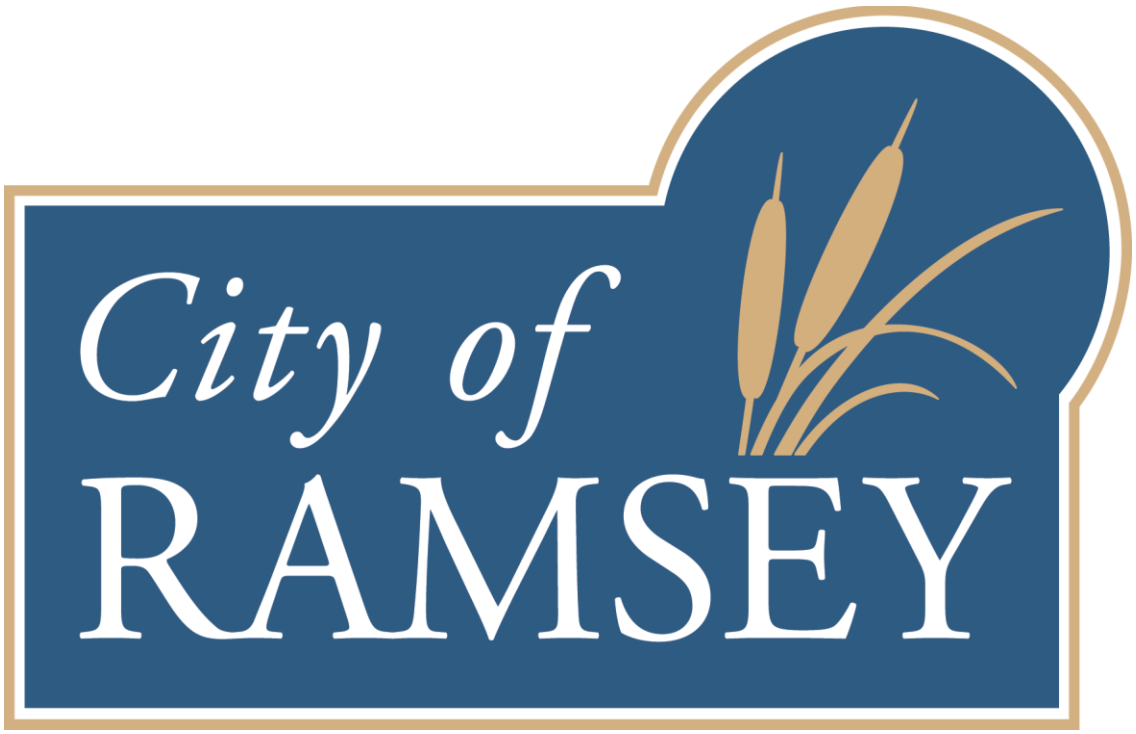
2019 CAFR

2019 Management Report

2019 Special Purpose Reports

Form Review

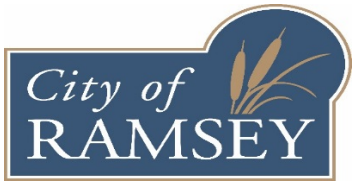
Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	06/18/2020 09:33 AM
Form Started By: Diana Lund		Started On: 05/21/2020 10:20 AM
Final Approval Date: 06/18/2020		



Minnesota

Comprehensive Annual Financial Report

For the fiscal year December 31, 2019



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CITY OF RAMSEY
ANOKA COUNTY, MINNESOTA

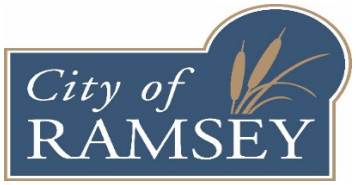
Comprehensive Annual Financial Report
For Year Ended
December 31, 2019

Prepared by
Finance Department

Diana Lund
Finance Director

and

Angela McIntire
Assistant Finance Director



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CITY OF RAMSEY
ANOKA COUNTY, MINNESOTA

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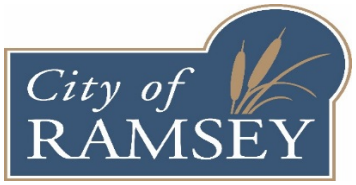
INTRODUCTORY SECTION



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CITY OF RAMSEY
ANOKA COUNTY, MINNESOTA

City Council and Other Officials
Year Ended December 31, 2019

CITY COUNCIL

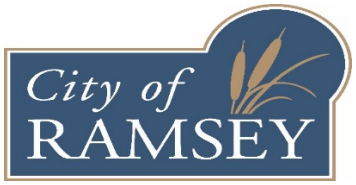
John LeTourneau	Mayor
Nadine Heinrich	Councilmember
Mark Kuzma	Councilmember
Jeff Menth	Councilmember
Debra Musgrove	Councilmember
Chris Riley	Councilmember
Dan Specht	Councilmember

CITY OFFICIALS

Kurt Ulrich	City Administrator

DEPARTMENT HEADS

Timothy Gladhill	Community Development Director
Matthew Kohner	Fire Chief
Jeff Katers	Police Chief
Diana Lund	Finance Director
Grant Riemer	Public Works Superintendent
Bruce Westby	City Engineer
Colleen Lasher	Administrative Services Director



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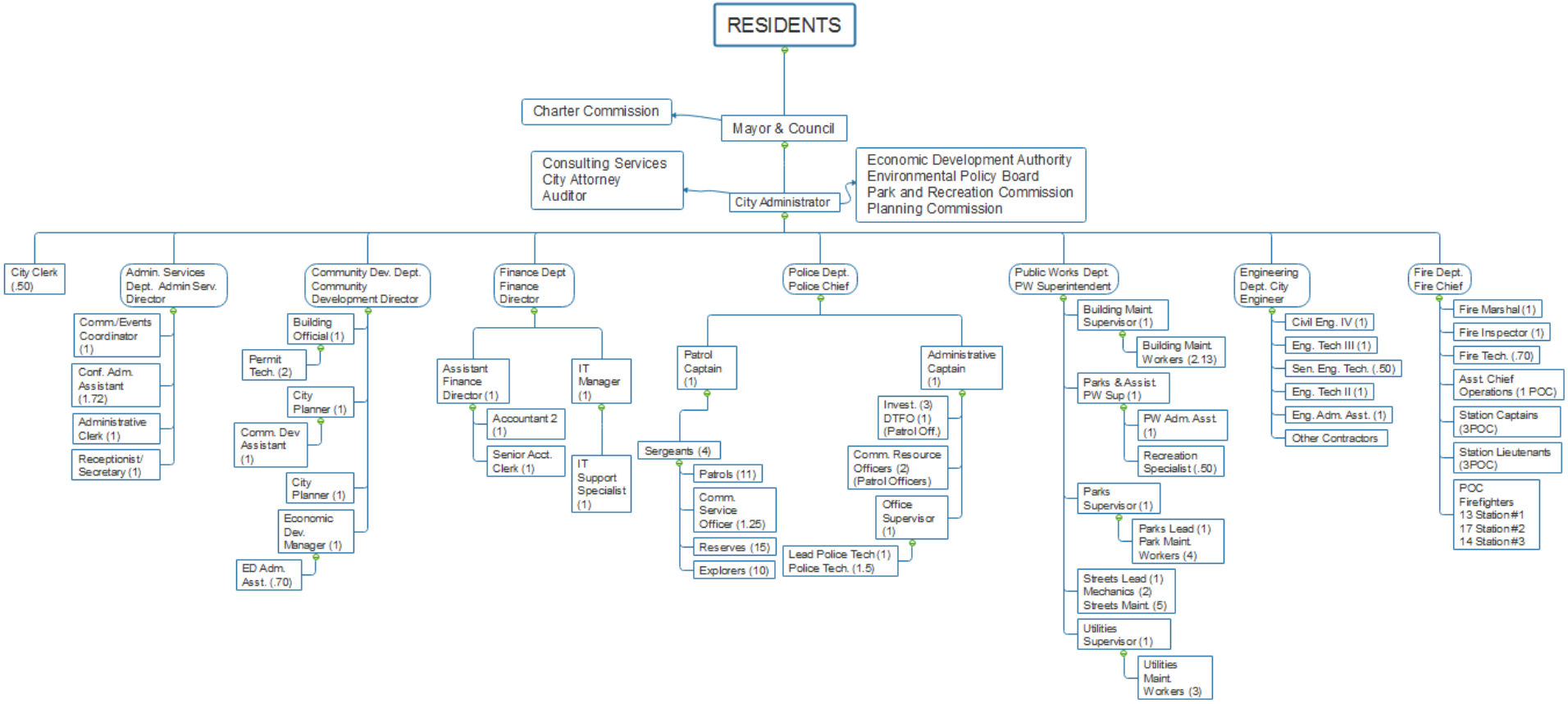
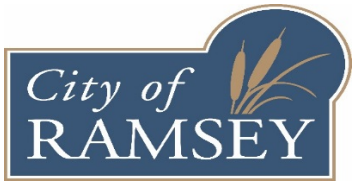
City of Ramsey Organizational Chart





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Goals/Imperatives

Financial Stability
Ensure strategic economic development that complements the City's desired quality of life and build a stable tax base, all while maintaining a low tax levy

A Balance of Rural Character & Urban Growth
Continue to respect the balance and connectivity between our unique urban, rural, and natural environment for current and future generations.

An Active & Connected Community
Ensure that the City is a connected City that is part of a comprehensive regional transportation system that enables all to easily navigate the community and attracts business development

Smart, Citizen-Focused Government
Continue the delivery of quality services to ensure the City will have safe and thriving neighborhoods and business districts, and a clean environment

An Effective Organization
Maintain a highly functional staff, citizen volunteers, and elected officials and governance structure that meets the ever-changing, increasing needs of the organization.

Measures of Success

In order to achieve its mission, the City must be accountable. The City defined what success will look like:

The City will look at a "Balanced Scorecard" of financial, internal, external and stakeholder metrics in order to measure success

The City will regularly measure and assess stakeholder satisfaction

The City leadership and staff will hold themselves accountable for results

The City will regularly report back to stakeholders about progress toward results

Core Values

Ethics and Integrity

Fiscal Responsibility

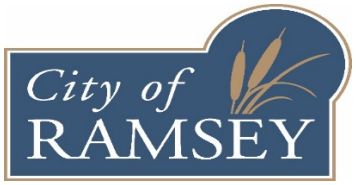
Cooperation and Teamwork

Open and Honest Communications

Excellence and Quality in the Delivery of Service

Treating People with Respect and Fairness

Adaptability and Continuous Learning



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7550 Sunwood Drive NW • Ramsey, Minnesota 55303
City Hall: 763-427-1410 • Fax: 763-427-5543
www.cityoframsey.com

May 19, 2020

Honorable Mayor and Members of the City Council
City of Ramsey, Minnesota

The comprehensive annual financial report (CAFR) of the City of Ramsey, Minnesota (the City) for the fiscal year ended December 31, 2019 is hereby submitted. Management assumes full responsibility for the completeness and reliability of the information contained in this report, based upon a comprehensive framework of internal control that it has established for this purpose. Because the cost of internal control should not exceed anticipated benefits, the objective is to provide reasonable, rather than absolute, assurance that the financial statements are free of any material misstatements. To the best of our knowledge and belief, the enclosed data is accurate in all material respects and is reported in a manner designed to present fairly the financial position and results of operations of the City. All disclosures necessary to enable the reader to gain an understanding of the City's financial activities have been included.

Minnesota Statutes and the City Charter require an annual audit of all accounts, financial records, and transactions of the City by independent certified public accountants. The accompanying financial statements have been audited by the firm of Malloy, Montague, Karnowski, Radosevich & Co., P.A., Independent Certified Public Accountants. The firm is engaged by the City Council to render an opinion on the City's financial statements in accordance with accounting principles generally accepted in the United States of America, and an unmodified opinion has been issued. The independent auditor's report is located at the front of the financial section of this report.

Accounting principles generally accepted in the United States of America require that management provide a narrative introduction, overview, and analyis to accompany the basic financial statements in the form of Management's Discussion and Analysis (MD&A). This letter of transmittal is designed to complement the MD&A and should be read in conjunction with it. The City's MD&A can be found immediately following the report of the auditors.

PROFILE OF THE CITY

Ramsey is located in the southwestern part of Anoka County and is situated approximately 25 miles from Minneapolis. The City has 28.8 square miles within its corporate boundaries and is bordered by two major rivers, the Mississippi River along the southern border and the Rum River along the east.

Ramsey was incorporated as a city in 1974, and is organized as a Home Rule City under a City Charter originally adopted in 1984. The City Council consists of a Mayor and six Councilmembers, and is elected at large on a nonpartisan basis. Elections are held in November of each even numbered year. The terms of office are four years for the Mayor and four years for Councilmembers. The City Council is responsible for enacting ordinances, resolutions, and regulations governing the City, and appointing the City Administrator, City Attorney, and members of the various advisory boards and commissions. Because the City Council acts as the Board of Directors of the Ramsey Economic Development Authority (EDA) this organization is included as a blended component unit in these financial statements.

The City provides a variety of municipal services. These include a full-time police department, a volunteer fire department, engineering services, street and park maintenance, building inspections, planning and zoning, public improvements, general administrative services, and public water and sewer utilities in the urban service areas.

The City adopts an annual budget for the General Fund and the EDA Special Revenue Fund. Legal level of control is at the function level. Department heads may transfer resources within a department as they see fit. Transfers between functions, however, need special approval from the City Council.

LOCAL ECONOMY

The City has an unemployment rate of 3.2% in comparison to the state average of 3.3%. Ramsey has an employed labor force of 15,290. Anoka County, in which Ramsey is located, has an employed labor force of 192,851 and an unemployment rate of 3.2%.

There are approximately 7,020 detached single-family homes and 2,370 multifamily units located within the City. In addition, there were 125 single-family homes and 128 multifamily constructed in 2019. An apartment complex with 118 market-rate units and an assisted living and memory care facility with 33 units both began construction in the fall of 2019.

The fall of 2019 saw the opening of the city's second elementary school – Brookside Elementary. The school serves approximately 800 students in kindergarten through fifth grade. Affinity at Ramsey, a senior living facility with 173 units also opened its doors in the fall of 2019.

The City has two major industrial districts containing multiple business parks with a combined capacity of 320 acres and 25 businesses. A 115-acre business park, west of Armstrong Boulevard, began construction in 2017. The business park is estimated to generate about two million dollars in total annual property taxes and create about 3,000 jobs. Through 2019, approximately 400 new jobs have been created as a result of this business park. Delta Mod Tech, a manufacturing company, purchased 43 acres within the business park for the construction of an 185,000 square foot facility and for future expansion. This project alone is projected to cost almost twenty million dollars and generate $375,000 annually in property taxes. In addition, the city is actively developing a city center known as The COR (Center of Ramsey). The development vision for this 400 acre area located in the heart of Ramsey is for it to become the region's center of retail, restaurants, service and office space, outdoor entertainment and parks, community amenities and housing.

LONG-TERM FINANCIAL PLANNING

The City of Ramsey prepares a ten-year capital improvement plan in an attempt to anticipate major capital expenditures in advance of the year in which they are budgeted.

The City has a policy to maintain unrestricted General Fund balance in an amount equal to 50% of the following years adopted operating budget. This policy is designed to establish a fund balance at a level which is sufficient to avoid issuing debt to meet current operating needs.

RELEVANT FINANCIAL POLICIES

The City has a comprehensive set of financial policies that provide the basic framework for the overall fiscal management of the City. The City had no unusual occurrences affecting these policies.

MAJOR INITIATIVES

The City continued working with the State and County in what is termed the Ramsey Gateway Project. The Ramsey Gateway Project will provide grade separations of US Highway 10/169 and the BNSF Railway. Highway 10 improvements at Sunfish Lake and Ramsey Boulevard are part of the project plan. In 2019, the City of Ramsey worked with Anoka County to design Bunker Lake Boulevard/Highway 47 and Aline Drive/Armstrong Boulevard intersection improvements.

The city continues to address the maintenance and condition of its local roads using the assessment process that was put in place in 2015. In 2019, significant road reconstruction projects were completed in the developments of Ford Brook Estates, Wood Pond Hills and Chestnut Ridge.

Ramsey is home to hundreds of successful and growing businesses. The city welcomed new businesses in 2019, such as Lazy Days RV and M&G Trailer Sales. Total new construction value of both residential and commercial/industrial projects invested in the community in 2019 was over $100 million.

The city hired RJM Construction to provide construction management services for a new public works campus. The new campus is proposed to begin construction in the fall of 2020.

CERTIFICATE OF ACHIEVEMENT

The Government Finance Officers Association of the United States and Canada (GFOA) awarded the Certificate of Achievement for Excellence in Financial Reporting (CAEFR) to the City for its CAFR for the year ended December 31, 2018. This was the twenty-fifth consecutive year the City has received this prestigious award. Also, the City had previously received the award from 1981 through 1988, after which the City did not participate in the program for several years.

The CAEFR is valid for a period of one year only. We believe our current CAFR continues to meet the CAEFR Program's requirements and we are submitting it to the GFOA to determine its eligibility for another certificate.

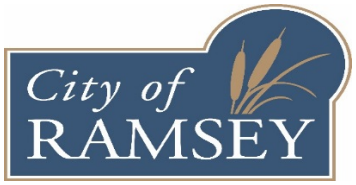
ACKNOWLEDGMENT

The 2019 CAFR of the City meets the highest professional standards and was prepared in a timely and cost-effective manner. This could never have been accomplished without the excellent work of the entire Finance Department. We would like to express our appreciation to the Finance Department and all members of the City's staff who contributed to its preparation.

Respectfully submitted,

Kurt Ulrich
City Administrator

Diana Lund
Finance Director



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Government Finance Officers Association

Certificate of Achievement for Excellence in Financial Reporting

Presented to

City of Ramsey

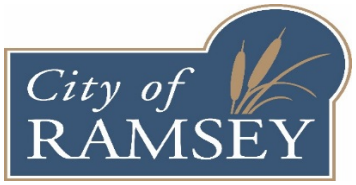
Minnesota

For its Comprehensive Annual
Financial Report
for the Fiscal Year Ended

December 31, 2018

Christopher P. Morrill

Executive Director/CEO



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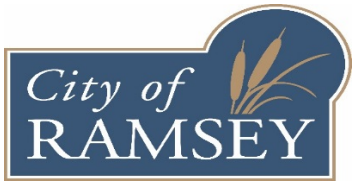
FINANCIAL SECTION



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MMKR
CERTIFIED PUBLIC ACCOUNTANTS

PRINCIPALS
Thomas A. Karnowski, CPA
Paul A. Radosevich, CPA
William J. Lauer, CPA
James H. Eichten, CPA
Aaron J. Nielsen, CPA
Victoria L. Holinka, CPA/CMA
Jaclyn M. Huegel, CPA
Kalen T. Karnowski, CPA

INDEPENDENT AUDITOR'S REPORT

To the City Council and Management
City of Ramsey, Minnesota

REPORT ON THE FINANCIAL STATEMENTS

We have audited the accompanying financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City of Ramsey, Minnesota (the City) as of and for the year ended December 31, 2019, and the related notes to the financial statements, which collectively comprise the City's basic financial statements as listed in the table of contents.

MANAGEMENT'S RESPONSIBILITY FOR THE FINANCIAL STATEMENTS

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

AUDITOR'S RESPONSIBILITY

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the City's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

(continued)

OPINIONS

In our opinion, the financial statements referred to on the previous page present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City as of December 31, 2019, and the respective changes in financial position and, where applicable, cash flows thereof, and the budgetary comparison for the General Fund for the year then ended, in accordance with accounting principles generally accepted in the United States of America.

EMPHASIS OF MATTER

As described in Note 1 of the notes to basic financial statements, the City implemented Governmental Accounting Standards Board (GASB) Statement No. 84, *Fiduciary Activities*, during the year ended December 31, 2019. Our opinion is not modified with respect to this matter.

OTHER MATTERS

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis and the required supplementary information (RSI), as listed in the table of contents, be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the GASB, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the RSI in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the City's basic financial statements. The introductory section, combining and individual fund statements and schedules, and statistical section, as listed in the table of contents, are presented for purposes of additional analysis and are not required parts of the basic financial statements.

The combining and individual fund statements and schedules are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated, in all material respects, in relation to the basic financial statements as a whole.

The introductory and statistical sections have not been subjected to the auditing procedures applied in the audit of the basic financial statements and, accordingly, we do not express an opinion or provide any assurance on them.

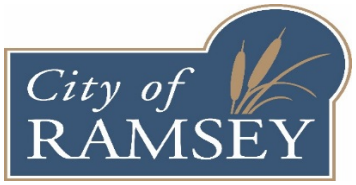
(continued)

OTHER REPORTING REQUIRED BY *GOVERNMENT AUDITING STANDARDS*

In accordance with *Government Auditing Standards*, we have also issued our report dated May 19, 2020 on our consideration of the City's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, grant agreements, and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the City's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the City's internal control over financial reporting and compliance.

Malloy, Montague, Karnowski, Radosevich & Co., P.A.

Minneapolis, Minnesota
May 19, 2020



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CITY OF RAMSEY

Management's Discussion and Analysis
Year Ended December 31, 2019

As management of the City of Ramsey, Minnesota (the City), we have provided readers of the City's financial statements with this narrative overview and analysis of the financial activities of the City for the fiscal year ended December 31, 2019.

FINANCIAL HIGHLIGHTS

- The City's assets and deferred outflows of resources exceeded its liabilities and deferred inflows of resources at December 31, 2019 by $184,993,119 (net position).
- Government-wide revenues totaled $30,448,347 and were $8,162,249 more than expenses.
- As of the close of the current fiscal year, the City's governmental funds reported a combined ending fund balance of $45,321,147, an increase of $1,734,551 from the prior fiscal year.
- At the end of the current fiscal year the General Fund balance of $8,880,446 included $23,640 of nonspendable fund balance and $8,856,806 of unassigned fund balance.

OVERVIEW OF THE FINANCIAL STATEMENTS

Management's Discussion and Analysis (MD&A) is intended to serve as an introduction to the City's basic financial statements, which are comprised of three components: 1) government-wide financial statements, 2) fund financial statements, and 3) notes to basic financial statements. This report also contains other information in addition to the basic financial statements themselves.

Government-Wide Financial Statements – The government-wide financial statements are designed to provide readers with a broad overview of the City's finances, in a manner similar to private sector businesses.

The Statement of Net Position presents information on all of the City's assets, liabilities, and deferred inflows/outflows, as applicable, (excluding Fiduciary Funds), with the difference reported as net position. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the City is improving or deteriorating.

The Statement of Activities presents information showing how the City's net position changed during the most recent fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods (e.g., delinquent taxes and special assessments).

Both of the government-wide financial statements distinguish functions of the City that are principally supported by property taxes and intergovernmental revenues (governmental activities) from other functions that are intended to recover all or a significant portion of their costs through user fees and charges (business-type activities). The governmental activities include general government, public safety, highways and streets, and culture and recreation. The business-type activities of the City include enterprises for water, sewer, street light, recycling, and storm water utilities.

Fund Financial Statements – A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The City, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. The funds of the City are divided into three categories—Governmental Funds, Proprietary Funds, and Fiduciary Funds.

Governmental Funds – Governmental Funds are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. However, unlike the government-wide financial statements, Governmental Fund financial statements focus on near-term inflows and outflows of spendable resources, as well as the balances of spendable resources available at the end of the fiscal year. Such information may be useful in evaluating a government's near-term financing requirements.

Because the focus of Governmental Funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for Governmental Funds with similar information presented for governmental activities in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the government's near-term financing decisions. Both the Governmental Funds balance sheet and the statement of revenues, expenditures, and changes in fund balances provide a reconciliation to facilitate the comparison between Governmental Funds and governmental activities.

The fund financial statements present information for each Major Governmental Fund in separate columns. Data from the Nonmajor Governmental Funds are combined into a single, aggregated presentation. Individual Fund data for each of these Nonmajor Governmental Funds is provided in the form of combining statements elsewhere in this report. The City adopts an annual appropriated budget for the General Fund and the Economic Development Authority Special Revenue Fund. Budget-to-actual comparisons are provided in this financial report for these funds.

Proprietary Funds – The City maintains two different types of Proprietary Funds. Enterprise Funds are used to report the same functions presented as business-type activities in the government-wide financial statements. The City uses one Internal Service Fund to accumulate and allocate costs internally among the various city functions. Because the Internal Service Fund is predominantly used by governmental functions, it is included within governmental activities in the government-wide financial statements.

Fiduciary Funds – Fiduciary Funds are used to account for resources held for the benefit of parties outside of the government. Fiduciary Funds are not reflected in the government-wide financial statements because the resources for those funds are not available to support the City's own programs. The accounting used for Fiduciary Funds is much like that used for Proprietary Funds.

Notes to Basic Financial Statements – The notes to basic financial statements provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements.

Other Information – In addition to the basic financial statements and accompanying notes, the financial section also presents required supplementary information, and the combining and individual fund statements and schedules (presented as supplementary information) referred to earlier in connection with nonmajor governmental funds, which are presented immediately following the basic financial statements.

Further, a statistical section has been included as part of the comprehensive annual financial report (CAFR) to facilitate additional analysis, and is the third and final section of the report.

GOVERNMENT-WIDE FINANCIAL ANALYSIS

As noted earlier, net position may serve over time as a useful indicator of a government's financial position. The City's assets and deferred outflows of resources exceeded liabilities and deferred inflows of resources by $184,993,119 at the close of December 2019. Total net position increased by $8,162,249 from current year operating results.

By far, the largest portion of the City's net position (54 percent) reflects its investment in capital assets (e.g., land, buildings, machinery, infrastructure, and equipment), less any related debt used to acquire those assets that are still outstanding. The City uses these capital assets to provide services to citizens; consequently, these assets are not available for future spending. Although the City's investment in its capital assets is reported net of related debt, it should be noted that the resources needed to repay this debt must be provided from other sources, since the capital assets themselves cannot be used to liquidate these liabilities.

The following is a summary of the City's net position:

	Net Position					
	Governmental Activities		Business-Type Activities		Total	
	2019	2018	2019	2018	2019	2018
Assets						
Current and other assets	$ 51,956,945	$ 47,057,946	$ 47,582,978	$ 43,585,362	$ 99,539,923	$ 90,643,308
Capital assets, net of depreciation	66,783,317	67,681,135	55,575,211	53,653,338	122,358,528	121,334,473
Total assets	$ 118,740,262	$ 114,739,081	$ 103,158,189	$ 97,238,700	$ 221,898,451	$ 211,977,781
Deferred outflows of resources						
OPEB plan deferments	$ 27,297	$ 20,955	$ -	$ -	$ 27,297	$ 20,955
Pension plan deferments	2,745,148	3,842,824	128,436	177,917	2,873,584	4,020,741
Total deferred outflows of resources	$ 2,772,445	$ 3,863,779	$ 128,436	$ 177,917	$ 2,900,881	$ 4,041,696
Liabilities						
Current and other liabilities	$ 4,601,510	$ 741,057	$ 113,771	$ 99,725	$ 4,715,281	$ 840,782
Long-term liabilities	30,405,906	32,404,808	544,044	543,043	30,949,950	32,947,851
Total liabilities	$ 35,007,416	$ 33,145,865	$ 657,815	$ 642,768	$ 35,665,231	$ 33,788,633
Deferred inflows of resources						
OPEB plan deferments	$ 37,433	$ -	$ -	$ -	$ 37,433	$ -
Pension plan deferments	4,043,743	5,303,755	59,806	96,219	4,103,549	5,399,974
Total deferred inflows of resources	$ 4,081,176	$ 5,303,755	$ 59,806	$ 96,219	$ 4,140,982	$ 5,399,974
Net position						
Net investment in capital assets	$ 44,658,317	$ 43,551,135	$ 55,575,211	$ 53,653,338	$ 100,233,528	$ 97,204,473
Restricted	21,006,537	20,935,216	-	-	21,006,537	20,935,216
Unrestricted	16,759,261	15,666,889	46,993,793	43,024,292	63,753,054	58,691,181
Total net position	$ 82,424,115	$ 80,153,240	$ 102,569,004	$ 96,677,630	$ 184,993,119	$ 176,830,870

The City's financial position is the product of many factors. For example, the determination of the City's net investment in capital assets involves many assumptions and estimates, such as current and accumulated depreciation amounts. A conservative versus a liberal approach to depreciation estimates, as well as capitalization policies, will produce a very significant difference in the calculated amounts.

The City has taken a conservative financial approach, carefully analyzing revenues and expenditures/expenses to assure operation of a balanced budget. The ongoing management of revenue and expenditures/expenses has resulted in an upgraded bond rating. In November 2009, Standard and Poor's (S&P) upgraded the City's bond rating from an AA- to an AA+ and reaffirmed the rating in June 2018. This has also allowed the City to continue to provide quality public services at a tax rate that is affordable.

GOVERNMENT-WIDE FINANCIAL ANALYSIS (CONTINUED)

At the end of the current fiscal year, the City is able to report positive balances in all three categories of net position, both for the government as a whole, as well as for its separate governmental and business-type activities.

Changes in the City's proportionate share of state-wide pension obligations contributed to the differences in amounts presented as deferred outflows, noncurrent liabilities, and deferred inflows in the previous table.

The following is a summary of the City's changes in net position:

	Changes in Net Position					
	Governmental Activities		Business-Type Activities		Total	
	2019	2018	2019	2018	2019	2018
Revenues						
Program revenues						
Charges for services	$ 2,878,991	$ 3,444,997	$ 5,515,884	$ 7,253,786	$ 8,394,875	$ 10,698,783
Operating grants and contributions	461,826	368,099	67,961	72,257	529,787	440,356
Capital grants and contributions	3,434,344	4,765,578	2,596,210	906,190	6,030,554	5,671,768
General revenues						
Property taxes	12,894,388	12,384,300	-	-	12,894,388	12,384,300
General grants and contributions	5,617	102,994	-	-	5,617	102,994
Investment earnings	1,122,573	578,770	1,462,125	650,053	2,584,698	1,228,823
Gain on sale of capital assets	8,428	75,047	-	-	8,428	75,047
Total revenues	20,806,167	21,719,785	9,642,180	8,882,286	30,448,347	30,602,071
Expenses						
General government	5,139,352	5,078,516	-	-	5,139,352	5,078,516
Public safety	5,844,265	5,167,897	-	-	5,844,265	5,167,897
Highways and streets	4,442,720	4,191,395	-	-	4,442,720	4,191,395
Culture and recreation	1,756,810	1,751,345	-	-	1,756,810	1,751,345
Interest and fiscal charges	845,651	883,292	-	-	845,651	883,292
Water utility	-	-	1,483,584	1,590,737	1,483,584	1,590,737
Sewer utility	-	-	1,631,260	1,523,670	1,631,260	1,523,670
Street light utility	-	-	171,619	160,952	171,619	160,952
Recycling utility	-	-	380,192	380,055	380,192	380,055
Storm water utility	-	-	590,645	573,878	590,645	573,878
Total expenses	18,028,798	17,072,445	4,257,300	4,229,292	22,286,098	21,301,737
Changes in net position before transfers	2,777,369	4,647,340	5,384,880	4,652,994	8,162,249	9,300,334
Transfers	(506,494)	137,500	506,494	(137,500)	-	-
Changes in net position	2,270,875	4,784,840	5,891,374	4,515,494	8,162,249	9,300,334
Net position - beginning	80,153,240	75,368,400	96,677,630	92,162,136	176,830,870	167,530,536
Net position - ending	$ 82,424,115	$ 80,153,240	$ 102,569,004	$ 96,677,630	$ 184,993,119	$ 176,830,870

Governmental Activities – Governmental activities account for a $2,270,875 increase in the City's net position. Charges for services decreased by $566,006 to reflect the decrease in park dedication fees collected. Capital grants and contributions decreased by $1,331,234 due to the City being reimbursed for two major road projects – Puma and Riverdale Avenue in 2018.

GOVERNMENT-WIDE FINANCIAL ANALYSIS (CONTINUED)

Investment earnings increased $543,803. The city is required per the Governmental Accounting Standards Board to reflect most investments at fair value as of December 31st of the current year. The city reflects any changes in fair value against interest earnings. An increase in invested funds along with interest rates that have slowly began to rise, has resulted in the increase in earnings. Property tax collections saw an increase of $510,088 or 4% which was attributed to the city increasing their 2019 tax levy by almost 5% over the 2018 adopted levy and development in the COR increasing tax increment collected.

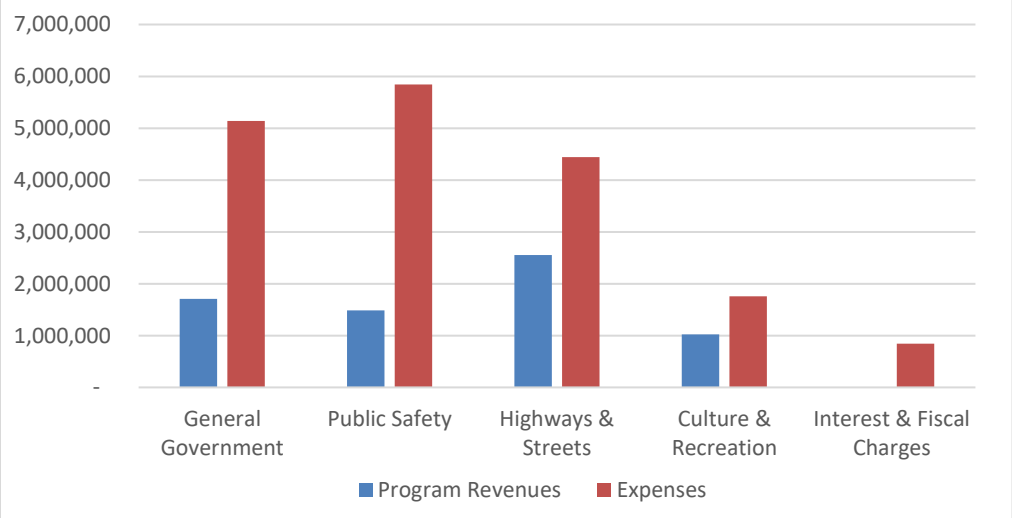
The public safety function experienced a $676,368 expense increase due largely to an increase in personnel costs in the police and fire departments. Highways and streets expense increased by $251,325 due to the reimbursement to Anoka County Transit for its final payment of the Northstar Rail Stop.

Business-Type Activities – Business-type activities, which are the City's utility operations of water, sewer, street light, recycling, and storm water, increased the City's net position by $5,891,374. Key elements of this increase are as follows.

- Revenues exceeded expenses before transfers by $5,384,880, with this excess increasing $731,886 from the prior year.
- Charges for services decreased $1,737,902 from the prior year. This is primarily due to decreased water usage as a result of significant rainfall during the year and the reporting of developer connection fees under capital grants and contributions.
- Capital grants and contributions increased by $1,690,020 from the prior year. This is primarily due to an increase in capital contributions from developers for water utility improvements and the revised reporting of moving such collections from charges for services.
- Investment earnings increased $812,072. The city is required per the Governmental Accounting Standards Board to reflect most investments at fair value as of December 31st of the current year. The city reflects any changes in fair value against interest earnings. An increase in invested funds along with interest rates that have slowly began to rise, has resulted in the increase in earnings.

Governmental Activities – The following graph illustrates the City's governmental activities:

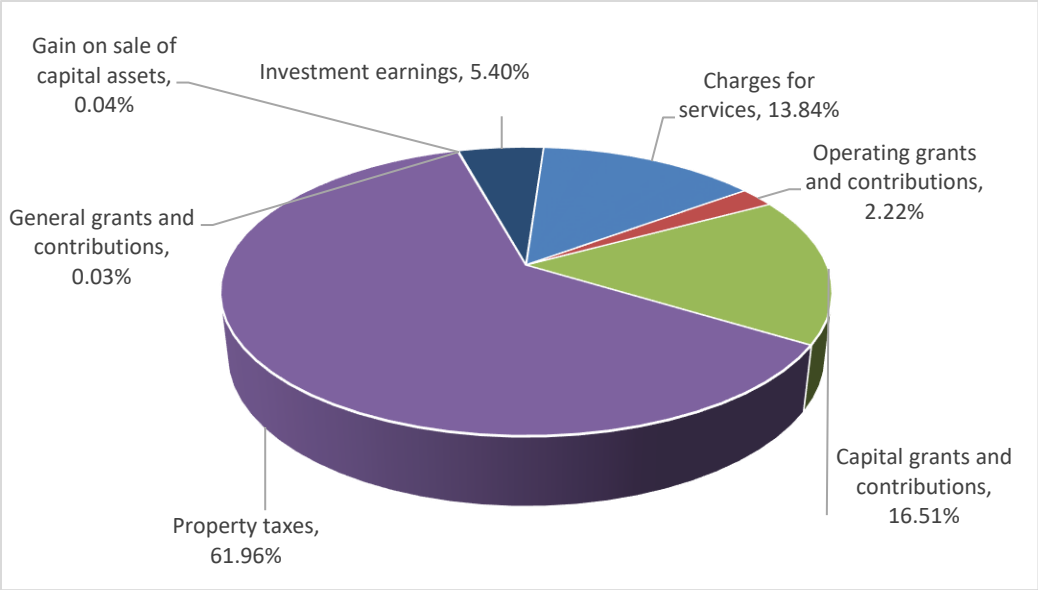
Expenses and Program Revenues – Governmental Activities



The graph clearly reflects the need for property taxes to supplement the governmental activities of the City. The trend of property taxes shows an increasing reliance on this source of revenue.

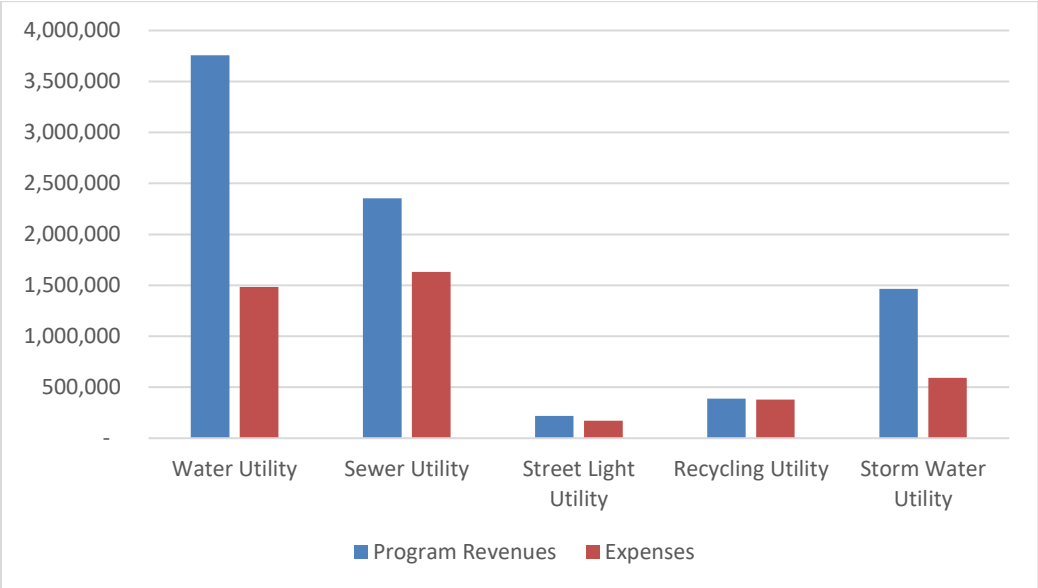
Governmental Activities – The following chart illustrates the City's governmental activities:

Revenue by Source – Governmental Activities



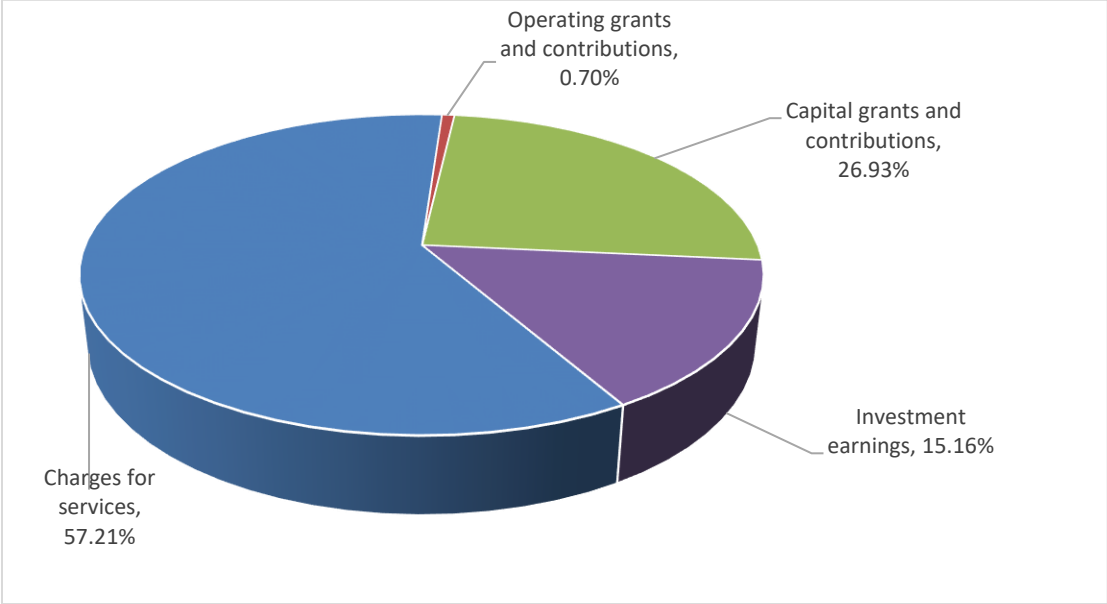
Business-Type Activities – The following graph illustrate the City's business-type activities:

Expenses and Program Revenues – Business-Type Activities



Business-Type Activities – The following graph illustrate the City's business-type activities:

Revenues By Source – Business-Type Activities



The business-type activities, which represent the Utility Funds, all received revenues in excess of expenses. Charges for services (57.21%) and Capital grants and contributions (26.93%) are the main sources of revenue for all Utility Funds.

Governmental Funds – At the end of the fiscal year, the City's Governmental Funds reported combined ending fund balances of $45,321,147, an increase of $1,734,551 in comparison with the prior year. The General Fund reported a fund balance increase of $390,319 in the current year. The increase is attributed to the City's fund balance policy which states that ending fund balance shall be equal to fifty percent (50%) of the next years adopted operating budget, plus prior-year encumbrances (if any) plus compensated absences.

General Fund – The General Fund operating results can be summarized as follows:

	Original Budget	Final Budget	Actual	Over (Under) Final Budget	% Over (Under) Budget
Revenue	$ 11,706,332	$ 11,706,332	$ 12,305,492	$ 599,160	5.12%
Expenditures	12,838,782	12,838,782	12,415,455	(423,327)	-3.30%
Excess (deficiency) of revenue over expenditures	(1,132,450)	(1,132,450)	(109,963)	1,022,487	
Other financing sources (uses)	1,132,450	1,132,450	500,282	(632,168)	
Net change in fund balances	$ –	$ –	390,319	$ 390,319	
Fund balances					
Beginning of year			8,490,127		
End of year			$ 8,880,446		

General Fund Budgetary Highlights

The city does not formally amend its original budget during the calendar year except for extraordinary circumstances. Budget to actual reports are reported monthly to City Council and responsible staff.

The city experienced a favorable revenue variance in that actual revenues exceeded budgeted revenues by $599,160. The majority of the variance was attributed to an increase in building permits.

The difference between the final expenditure budget and actual was a difference of $423,327 and can be summarized as follows:

- $262,517 savings attributed to the city engineer's recommendation to do away with sealcoating of streets. Conclusion was that this was not cost effective as they did not help maintain the city's streets.
- $118,474 savings on the city's server project. Amount budgeted was higher than actually quoted and expended for final product.
- $42,336 savings attributed to several budgeted line items related to services and charges that came in lower than expected. Final budget numbers are based on past history and expected needs.

Overall fund balance increased by $390,319 to an ending fund balance of $8,880,446. The city's ending fund balance increase of $390,319 is determined by its fund balance policy which for year ending 2019 is summarized as follows:

- $232,404 increase based on 50% increase in next years adopted budget
- $43,073 increase in compensated absences liability
- $114,842 increase in prior year encumbrances related to building inspection fees and worker's compensation and general liabilities.

Tax Increment Fund – This Special Revenue Fund had a year-end fund balance of $4,849,174 which reflects a slight increase of $7,196 from 2018. The increase was due to additional property tax increments received for the current year.

COR Land Fund – This Special Revenue Fund held a constant year-end fund balance of $8,629,937.

Private Developer Fund – This Special Revenue Fund was previously reported as an Agency fund in prior years. There is no fund balance recorded for 2019.

2011A Armstrong/Bunker Bond Fund – This Debt Service Fund had a year-end fund balance of $1,355,204. The increase of $383,485 is attributed to the prepayment of special assessments on the former Legacy School project and will be used to pay off future debt service.

Public Improvement Revolving Fund – The Capital Project Fund saw an overall decrease in fund balance of $73,575 due to the Highway 10 planning study with Bolton and Menk.

Road Reconstruction/Overlay Fund – This Capital Project Fund had its fund balance decrease by $97,337. The decrease is attributed to the ongoing road improvements related to reconstruction and overlay projects as outlined in the City's Long-Term Street Maintenance Plan.

Public Facilities Construction Fund – This Capital Project Fund had a year-end fund balance of $1,283,294, or an increase of $188,239, with revenue and other financing sources exceeding expenditures in the current year.

Proprietary Funds – The City's Proprietary Funds provide the same type of information found in the government-wide financial statements, but in more detail. The City's Enterprise Funds had a combined net position balance of $102,569,004 at December 31, 2019. The financial activities of these funds have been summarized in previous charts within this discussion. The City's Internal Service Fund had an ending net position of $495,826.

The Enterprise Funds consist of the Water Utility Fund, Sewer Utility Fund, Street Light Utility Fund, Recycling Utility Fund, and Storm Water Utility Fund. The growth in net position reflects the ongoing expansion and provision of services to the various service areas of the utilities.

Capital Assets – The City's investment in capital assets (net of accumulated depreciation) for its governmental and business-type activities as of December 31, 2019 are as follows:

	Governmental Activities		Business-Type Activities		Totals	
	2019	2018	2019	2018	2019	2018
Capital Assets - Not Depreciated	$ 7,565,372	$ 9,072,412	$ 2,169,011	$ 899,244	$ 9,734,383	$ 9,971,656
Capital Assets - Depreciated	59,217,945	58,608,723	53,406,200	52,754,095	112,624,145	111,362,818
Total capital assets, net of depreciation	$ 66,783,317	$ 67,681,135	$ 55,575,211	$ 53,653,339	$ 122,358,528	$ 121,334,474
Depreciation expense	$ 3,556,745	$ 3,429,643	$ 1,612,989	$ 1,580,361	$ 5,169,734	$ 5,010,004

The City's investment in capital assets for its governmental and business-type activities as of December 31, 2019 amounts to approximately $122 million (net of accumulated depreciation).

The governmental activities show a decrease of $897,818 in capital assets attributable to several assets either being sold or retired. Business-type activities show an increase of $1,921,872 in capital assets. The increase is attributable to developer contributions to the City's utility system as part of their private developments. Additional details of capital asset activity for the year can be found in Note 4 of the notes to basic financial statements.

Long-Term Liabilities – The Debt Service Funds account for the accumulation of resources to finance all of the City's governmental activity general obligation bonds. The revenue sources for these funds include annual tax levies and special assessments. At year-end, major debt service fund balance was $1,355,204 and non-major debt service fund balance was $1,450,800 for a total of $2,806,004 in fund balance restricted for debt service.

The following table summarizes the City's long-term liabilities:

	2019	2018
Governmental Activities		
G.O. improvement bonds	$ 23,165,000	$ 25,295,000
Capital equipment certificates	725,000	875,000
Compensated absences payable	948,700	905,627
Net pension liability	4,867,794	4,683,942
Total OPEB liability	699,412	645,239
Subtotal	30,405,906	32,404,808
Business-type Activities		
Net pension liability	544,044	543,043
Total	$ 30,949,950	$ 32,947,851

During the current fiscal year, the City saw a decrease of $2,280,000 in bonds and certificates. The City did not issue any new debt in 2019. Due to higher wages and employees retaining larger balances at year end, the compensated absence liability increased by $43,073. Net pension liability saw an increase of $184,853 to reflect the change in the City's proportionate share of the state-wide PERA pension plan obligation. Other Post-Employment Benefits (OPEB) increased $54,173 due to the annual OPEB costs exceeding contributions as actuarially determined with the parameters of GASB Statement No. 75.

State statutes limit the amount of general obligation debt a governmental entity may issue to three percent of its total assessed valuation. The current legal debt margin for the City is $62,614,838.

The City has sufficient funds on hand to make all required bond payments, and anticipates an ongoing stream of revenue to make future bond payments.

Additional details of the long-term debt activity for the year can be found in Note 5 of the notes to basic financial statements.

Economic Factors and Next Year's Budgets and Rates

- The unemployment rate for the City of Ramsey is currently 3.2%, which is an increase from a rate of 2.5% a year ago. The state of Minnesota shows an average unemployment rate of 3.3%, whereas, nationally the unemployment rate is 3.5%.
- The number of foreclosures in the City of Ramsey increased from 23 units in 2018 to 32 in 2019. In comparison, the State of Minnesota saw a decrease in foreclosures from 3,495 in 2018 to 2,066 in 2019.
- Inflationary trends in the region compare favorably to national indices.
- The city is expecting steady residential and commercial growth within the next three years, spurred by access to the Ramsey Station for the Minnesota Northstar commuter rail, the construction of the Armstrong interchange, a new industrial business park and continued development within The COR.
- The Novel Coronavirus (COVID – 19) has caused significant volatility in market conditions, including substantial reductions in the active-market prices of some investments. The City's portfolio consists primarily of short-term investments, many with guaranteed maturity values. The City does not expect any losses ultimately realized from this market decline to be material. Also, the COVID – 19 may cause a decrease in the collection of property taxes. The City is taking steps to be prepared for this possible decrease with using existing fund balances to pay debt service, and continuing to monitor other revenue sources such as building activity.

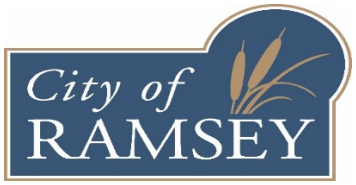
All of these factors were considered in preparing the City of Ramsey's budget for the 2020 fiscal year.

The water and sewer utility rates were increased for the 2020 budget year. The water utility, which has a tiered rate structure, will increase by an average of 2% for all customers. The sewer utility, which has a flat rate structure for residential and per gallon usage for commercial will increase an average of 1%. The increased rates are to not only offset current maintenance costs and depreciation, but to help finance future utility improvements that are documented in the City's ten-year Capital Improvement Plan.

REQUESTS FOR INFORMATION

Questions concerning any of the information provided in this report or requests for additional information should be addressed by writing to the City of Ramsey, 7550 Sunwood Drive Northwest, Ramsey, MN 55303 or by calling (763) 427-1410.

BASIC FINANCIAL STATEMENTS



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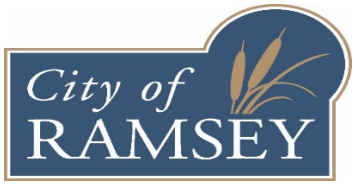
CITY OF RAMSEY

Statement of Net Position
December 31, 2019

	Governmental Activities	Business-Type Activities	Total
Assets			
Cash and temporary investments	$ 41,429,339	$ 44,952,149	$ 86,381,488
Receivables			
Unremitted taxes	110,867	–	110,867
Delinquent taxes	119,189	–	119,189
Unremitted special assessments	1,873	–	1,873
Delinquent special assessments	1,887	14,139	16,026
Deferred special assessments	1,382,718	240,734	1,623,452
Accounts	149,919	1,439,751	1,589,670
Notes	94,640	–	94,640
Interest	369,667	–	369,667
Internal balances	(826,541)	826,541	–
Due from other governmental units	13,060	37,881	50,941
Prepaids	25,441	71,783	97,224
Land held for resale	9,084,886	–	9,084,886
Capital assets			
Not depreciated	7,565,372	2,169,011	9,734,383
Depreciated	59,217,945	53,406,200	112,624,145
Total capital assets, net of depreciation	66,783,317	55,575,211	122,358,528
Total assets	118,740,262	103,158,189	221,898,451
Deferred outflows of resources			
OPEB plan deferments	27,297	–	27,297
Pension plan deferments	2,745,148	128,436	2,873,584
Total deferred outflows of resources	2,772,445	128,436	2,900,881
Total assets and deferred outflows of resources	$ 121,512,707	$ 103,286,625	$ 224,799,332
Liabilities			
Accounts and contracts payable	$ 185,761	$ 44,517	$ 230,278
Salaries and benefits payable	227,914	–	227,914
Accrued interest payable	59,972	–	59,972
Deposits payable	4,100,667	–	4,100,667
Due to other governmental units	5,524	30,702	36,226
Unearned revenue	21,672	38,552	60,224
Long-term liabilities			
Due within one year	2,846,655	–	2,846,655
Due in more than one year	27,559,251	544,044	28,103,295
Total long-term liabilities	30,405,906	544,044	30,949,950
Total liabilities	35,007,416	657,815	35,665,231
Deferred inflows of resources			
OPEB plan deferments	37,433	–	37,433
Pension plan deferments	4,043,743	59,806	4,103,549
Total deferred inflows of resources	4,081,176	59,806	4,140,982
Net Position			
Net investment in capital assets	44,658,317	55,575,211	100,233,528
Restricted for			
Capital improvements	1,907,396	–	1,907,396
Debt service	3,847,781	–	3,847,781
Economic development	1,395,501	–	1,395,501
Housing and redevelopment	8,629,937	–	8,629,937
Recreation/community programs	332,098	–	332,098
Law enforcement programs	38,616	–	38,616
Tax increment	4,855,208	–	4,855,208
Unrestricted	16,759,261	46,993,793	63,753,054
Total net position	82,424,115	102,569,004	184,993,119
Total liabilities, deferred inflows of resources and net position	$ 121,512,707	$ 103,286,625	$ 224,799,332

See notes to basic financial statements



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CITY OF RAMSEY

Statement of Activities
Year Ended December 31, 2019

Functions/Programs	Expenses	Program Revenues: Charges for Services	Program Revenues: Operating Grants and Contributions	Program Revenues: Capital Grants and Contributions	Net (Expenses) Revenue and Changes in Net Position: Governmental Activities	Net (Expenses) Revenue and Changes in Net Position: Business-Type Activities	Net (Expenses) Revenue and Changes in Net Position: Total
Governmental activities							
General government	$ 5,139,352	$ 640,173	$ 86,437	$ 984,058	$ (3,428,684)	$ –	$ (3,428,684)
Public safety	5,844,265	1,098,016	375,389	14,704	(4,356,156)	–	(4,356,156)
Highways and streets	4,442,720	214,272	–	2,338,241	(1,890,207)	–	(1,890,207)
Culture and recreation	1,756,810	926,530	–	97,341	(732,939)	–	(732,939)
Interest and fiscal charges	845,651	–	–	–	(845,651)	–	(845,651)
Total governmental activities	18,028,798	2,878,991	461,826	3,434,344	(11,253,637)	–	(11,253,637)
Business-type activities							
Water utility	1,483,584	2,138,209	478	1,617,171	–	2,272,274	2,272,274
Sewer utility	1,631,260	1,672,072	273	681,884	–	722,969	722,969
Street light utility	171,619	217,169	–	–	–	45,550	45,550
Recycling utility	380,192	319,940	67,210	–	–	6,958	6,958
Storm water utility	590,645	1,168,494	–	297,155	–	875,004	875,004
Total business-type activities	4,257,300	5,515,884	67,961	2,596,210	–	3,922,755	3,922,755
Total governmental and business-type activities	$ 22,286,098	$ 8,394,875	$ 529,787	$ 6,030,554	(11,253,637)	3,922,755	(7,330,882)
General revenues							
Property taxes					12,894,388	–	12,894,388
General grants and contributions					5,617	–	5,617
Investment earnings					1,122,573	1,462,125	2,584,698
Gain on sale of capital assets					8,428	–	8,428
Transfers					(506,494)	506,494	–
Total general revenues and transfers					13,524,512	1,968,619	15,493,131
Change in net position					2,270,875	5,891,374	8,162,249
Net position - beginning					80,153,240	96,677,630	176,830,870
Net position – ending					$ 82,424,115	$ 102,569,004	$ 184,993,119

See notes to basic financial statements

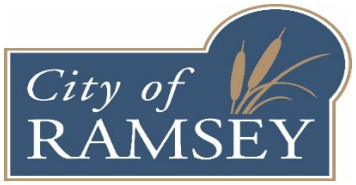
CITY OF RAMSEY

Balance Sheet
Governmental Funds
December 31, 2019

	General	Special Revenue Funds: Tax Increment	Special Revenue Funds: COR Land	Special Revenue Funds: Private Developer	Debt Service Funds: 2011A Armstrong/Bunker Bond
Assets					
Cash and temporary investments	$ 8,846,081	$ 5,082,862	$ –	$ 3,919,459	$ 1,355,204
Receivables					
Unremitted taxes	93,782	–	–	–	–
Delinquent taxes	94,882	6,034	–	–	–
Unremitted special assessments	–	–	–	–	–
Delinquent special assessments	–	–	–	–	–
Deferred special assessments	–	–	–	–	672,538
Accounts	26,220	–	–	53,565	–
Notes	–	–	–	–	–
Interest	369,667	–	–	–	–
Due from other funds	–	–	–	–	–
Due from other governmental units	13,060	–	–	–	–
Prepaids	23,640	–	–	–	–
Land held for resale	–	–	9,084,886	–	–
Advances to other funds	–	–	–	–	–
Total assets	$ 9,467,332	$ 5,088,896	$ 9,084,886	$ 3,973,024	$ 2,027,742
Liabilities					
Accounts and contracts payable	$ 128,816	$ 240	$ –	$ 2,107	$ –
Salaries and benefits payable	227,914	–	–	–	–
Deposits payable	129,750	–	–	3,970,917	–
Due to other governmental units	5,524	–	–	–	–
Due to other funds	–	30,000	–	–	–
Advances from other funds	–	203,448	454,949	–	–
Unearned revenue	–	–	–	–	–
Total liabilities	492,004	233,688	454,949	3,973,024	–
Deferred inflows of resources					
Unavailable revenue - property taxes	94,882	6,034	–	–	–
Unavailable revenue - special assessments	–	–	–	–	672,538
Unavailable revenue - notes receivable	–	–	–	–	–
Total deferred inflows of resources	94,882	6,034	–	–	672,538
Fund balances					
Nonspendable	23,640	–	–	–	–
Restricted	–	4,849,174	8,629,937	–	1,355,204
Committed	–	–	–	–	–
Assigned	–	–	–	–	–
Unassigned	8,856,806	–	–	–	–
Total fund balances	8,880,446	4,849,174	8,629,937	–	1,355,204
Total liabilities, deferred inflows of resources, and fund balances	$ 9,467,332	$ 5,088,896	$ 9,084,886	$ 3,973,024	$ 2,027,742

See notes to basic financial statements

Capital Project Funds				
Public Improvement Revolving	Road Reconstruction/ Overlay	Public Facilities Construction	Nonmajor	Totals
$ 4,122,366	$ 841,698	$ 1,670,285	$ 15,094,387	$ 40,932,342
–	–	–	17,085	110,867
–	–	–	18,273	119,189
504	–	–	1,369	1,873
1,230	–	–	657	1,887
148,863	78,516	–	482,801	1,382,718
–	–	–	70,134	149,919
–	–	–	94,640	94,640
–	–	–	–	369,667
–	–	–	30,000	30,000
–	–	–	–	13,060
–	–	–	1,801	25,441
–	–	–	–	9,084,886
203,448	–	–	–	203,448
$ 4,476,411	$ 920,214	$ 1,670,285	$ 15,811,147	$ 52,519,937
$ –	$ 27,133	$ 15,399	$ 10,895	$ 184,590
–	–	–	–	227,914
–	–	–	–	4,100,667
–	–	–	–	5,524
–	–	–	–	30,000
–	–	371,592	–	1,029,989
–	–	–	21,672	21,672
–	27,133	386,991	32,567	5,600,356
–	–	–	18,273	119,189
150,093	78,516	–	483,458	1,384,605
–	–	–	94,640	94,640
150,093	78,516	–	596,371	1,598,434
–	–	–	1,801	25,441
–	–	–	5,123,280	19,957,595
–	–	–	1,184,262	1,184,262
4,326,318	814,565	1,283,294	8,872,866	15,297,043
–	–	–	–	8,856,806
4,326,318	814,565	1,283,294	15,182,209	45,321,147
$ 4,476,411	$ 920,214	$ 1,670,285	$ 15,811,147	$ 52,519,937



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CITY OF RAMSEY

Reconciliation of the Balance Sheet
to the Statement of Net Position
Governmental Funds
December 31, 2019

Total fund balances – Governmental Funds	$ 45,321,147
Amounts reported for governmental activities in the Statement of Net Position are different because:	
Capital assets used in governmental activities are not financial resources and therefore are not reported as assets in Governmental Funds.	
Net cost of capital assets	66,783,317
Long-term liabilities are not due and payable in the current period and therefore are not reported as liabilities in the funds.	
Long-term liabilities at year-end consist of:	
Bonds and capital equipment certificates	(23,890,000)
Compensated absences payable	(948,700)
Net pension liability	(4,867,794)
Total OPEB liability	(699,412)
Certain revenues (including delinquent taxes, special assessments and notes receivable) are included in net position, but are excluded from fund balances until they are available to liquidate liabilities of the current period.	1,598,434
Accrued interest payable is included in net position, but is excluded from fund balances until due and payable.	(59,972)
Governmental funds do not report certain amounts related to pensions and OPEB:	
Deferred outflows of resources for OPEB plan deferments	27,297
Deferred outflows of resources for pension plan deferments	2,745,148
Deferred inflows of resources for OPEB plan deferments	(37,433)
Deferred inflows of resources for pension plan deferments	(4,043,743)
Internal Service Funds are used to manage insurance-related activity. The assets and liabilities of the Internal Service Funds are included in governmental activities in the Statement of Net Position.	495,826
Total net position – governmental activities	$ 82,424,115

See notes to basic financial statements

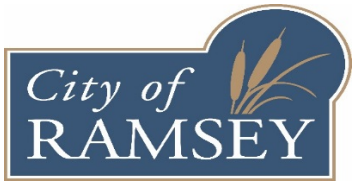
CITY OF RAMSEY

Statement of Revenue, Expenditures, and Changes in Fund Balances
Governmental Funds
Year Ended December 31, 2019

		Special Revenue Funds			Debt Service Funds
	General	Tax Increment	COR Land	Private Developer	2011A Armstrong/Bunker Bond
Revenue					
Property taxes	$ 9,902,811	$ 1,074,836	$ –	$ –	$ –
Special assessments	–	–	–	–	485,327
Licenses and permits	901,222	–	–	–	–
Intergovernmental revenue	442,366	–	–	–	301,533
Charges for services	790,112	–	–	–	–
Fines and forfeits	49,479	–	–	–	–
Other revenue					
Investment earnings	202,865	165,096	–	–	26,435
Miscellaneous	16,637	–	–	106,204	–
Total revenue	12,305,492	1,239,932	–	106,204	813,295
Expenditures					
Current					
General government	3,386,029	622,505	–	106,204	420
Public safety	5,244,827	–	–	–	–
Highways and streets	1,827,573	297,983	–	–	–
Culture and recreation	1,266,338	–	–	–	–
Capital outlay	628,835	–	–	–	–
Debt service					
Principal retirement	–	–	–	–	360,000
Interest and fiscal charges	61,853	12,248	–	–	69,390
Total expenditures	12,415,455	932,736	–	106,204	429,810
Excess (deficiency) of revenue over expenditures	(109,963)	307,196	–	–	383,485
Other financing sources (uses)					
Proceeds on sale of capital assets	–	–	–	–	–
Transfers in	903,354	–	–	–	–
Transfers (out)	(403,072)	(300,000)	–	–	–
Total other financing sources (uses)	500,282	(300,000)	–	–	–
Net change in fund balances	390,319	7,196	–	–	383,485
Fund balances					
Beginning of year	8,490,127	4,841,978	8,629,937	–	971,719
End of year	$ 8,880,446	$ 4,849,174	$ 8,629,937	$ –	$ 1,355,204

See notes to basic financial statements

Capital Project Funds				
Public Improvement Revolving	Road Reconstruction/ Overlay	Public Facilities Construction	Nonmajor	Totals
$ –	$ –	$ 44,520	$ 1,850,067	$ 12,872,234
41,713	46,229	–	452,258	1,025,527
–	–	–	–	901,222
–	–	–	774,740	1,518,639
–	–	–	1,102,405	1,892,517
–	–	–	–	49,479
156,155	26,312	54,386	473,720	1,104,969
162	697	169,761	742,858	1,036,319
198,030	73,238	268,667	5,396,048	20,400,906
–	–	11,516	231,734	4,358,408
–	–	–	115,575	5,360,402
319,350	1,051	–	82,259	2,528,216
–	–	–	14,815	1,281,153
–	564,926	118,315	193,846	1,505,922
–	–	–	1,920,000	2,280,000
–	–	8,179	702,518	854,188
319,350	565,977	138,010	3,260,747	18,168,289
(121,320)	(492,739)	130,657	2,135,301	2,232,617
–	–	–	8,428	8,428
172,745	395,402	57,582	185,244	1,714,327
(125,000)	–	–	(1,392,749)	(2,220,821)
47,745	395,402	57,582	(1,199,077)	(498,066)
(73,575)	(97,337)	188,239	936,224	1,734,551
4,399,893	911,902	1,095,055	14,245,985	43,586,596
$ 4,326,318	$ 814,565	$ 1,283,294	$ 15,182,209	$ 45,321,147



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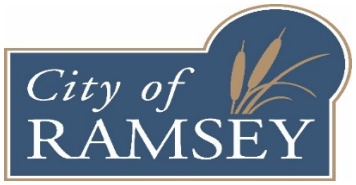
CITY OF RAMSEY

Reconciliation of the Statement of
Revenue, Expenditures, and Changes in Fund Balances
to the Statement of Activities
Governmental Funds
Year Ended December 31, 2019

Total net change in fund balances – Governmental Funds	$	1,734,551
Amounts reported for governmental activities in the Statement of Activities are different because:		
Capital outlays are reported in Governmental Funds as expenditures. However, in the Statement of Activities the cost of those assets is allocated over the estimated useful lives as depreciation expense.		
Capital outlays		1,505,922
Contributed assets from Internal Service Fund		67,005
Contributed assets from developers		1,165,617
Disposals		(79,617)
Depreciation expense		(3,556,745)
Issuance of long-term debt provides current financial resources to governmental funds, while repayment of long-term liabilities is an expenditure in the Governmental Funds. Neither transaction, however, has any effect on net position.		
Repayment of principal on long-term debt		2,280,000
Interest on long-term debt in the Statement of Activities differs from the amount reported in the Governmental Funds because interest is recognized as an expenditure in the funds when it is due, and thus requires the use of current financial resources. In the Statement of Activities, however, interest expense is recognized as the interest accrues, regardless of when it is due.		8,537
Certain revenues (including delinquent taxes, special assessments, and notes receivable) are included in the change in net position, but are excluded from the change in fund balances until they are available to liquidate liabilities of the current period.		(702,674)
Certain expenses are included in the change in net position, but do not require the use of current funds, and are not included in the change in the fund balances.		
Governmental activities – compensated absences payable		(43,073)
Governmental activities – pension expense		(21,516)
Other postemployment benefits reported in the statement of activities do not require the use of current financial resources and are not reported as expenditures in governmental funds until actually due.		(85,264)
Internal Service Funds are used to charge the cost of certain activities, such as insurance to individual funds. This amount represents the change in net position of the Internal Service Fund, which is reported with governmental activities.		(1,868)
Change in net position – governmental activities	$	2,270,875

See notes to basic financial statements



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CITY OF RAMSEY

Statement of Revenue, Expenditures, and Changes in Fund Balances
General Fund – Budget and Actual
Year Ended December 31, 2019

	Budgeted Amounts			Over (Under)
	Original	Final	Actual	Final Budget
Revenue				
Property taxes	$ 9,927,432	$ 9,927,432	$ 9,902,811	$ (24,621)
Licenses and permits	532,300	532,300	901,222	368,922
Intergovernmental revenue	375,800	375,800	442,366	66,566
Charges for services	703,600	703,600	790,112	86,512
Fines and forfeits	61,500	61,500	49,479	(12,021)
Other revenue				
Investment earnings	90,000	90,000	202,865	112,865
Miscellaneous	15,700	15,700	16,637	937
Total revenue	11,706,332	11,706,332	12,305,492	599,160
Expenditures				
Current				
General government	3,415,224	3,415,224	3,386,029	(29,195)
Public safety	5,170,545	5,170,545	5,244,827	74,282
Highways and streets	2,091,363	2,091,363	1,827,573	(263,790)
Culture and recreation	1,230,827	1,230,827	1,266,338	35,511
Capital outlay	824,450	824,450	628,835	(195,615)
Debt service				
Interest and fiscal charges	106,373	106,373	61,853	(44,520)
Total expenditures	12,838,782	12,838,782	12,415,455	(423,327)
Excess (deficiency) of revenue over expenditures	(1,132,450)	(1,132,450)	(109,963)	1,022,487
Other financing sources (uses)				
Transfers in	1,132,450	1,132,450	903,354	(229,096)
Transfers (out)	–	–	(403,072)	(403,072)
Total other financing sources (uses)	1,132,450	1,132,450	500,282	(632,168)
Net change in fund balances	$ –	$ –	390,319	$ 390,319
Fund balances				
Beginning of year			8,490,127	
End of year			$ 8,880,446	

See notes to basic financial statements

CITY OF RAMSEY

Statement of Net Position
Proprietary Funds
December 31, 2019

	Business-Type Activities – Enterprise Funds		
	Water Utility	Sewer Utility	Street Light Utility
Assets			
Current assets			
Cash and temporary investments	$ 26,487,081	$ 14,502,023	$ 1,351,012
Receivables			
Delinquent special assessments	5,716	8,423	–
Deferred special assessments	112,419	128,315	–
Accounts	437,855	492,919	67,049
Due from other governmental units	–	–	–
Prepaids	650	71,133	–
Total current assets	27,043,721	15,202,813	1,418,061
Noncurrent assets			
Advances to other Funds	599,066	227,475	–
Capital assets			
Land	868,513	–	–
Construction in progress	–	–	–
Buildings and structures	6,058,847	–	–
Improvements other than buildings	–	–	1,135,881
Machinery and equipment	163,797	496,980	–
Water and sewer lines	29,495,434	24,931,423	–
	36,586,591	25,428,403	1,135,881
Less accumulated depreciation	11,043,354	8,716,586	626,124
Net capital assets	25,543,237	16,711,817	509,757
Total noncurrent assets	26,142,303	16,939,292	509,757
Total assets	53,186,024	32,142,105	1,927,818
Deferred Outflows of Resources			
Pension plan deferments	72,846	27,842	–
Total assets and deferred outflows of resources	$ 53,258,870	$ 32,169,947	$ 1,927,818
Liabilities			
Current liabilities			
Accounts and contracts payable	$ 3,834	$ 7,254	$ 2,579
Due to other governmental units	25,724	4,920	58
Unearned revenue	–	35,612	2,940
Total current liabilities	29,558	47,786	5,577
Non-Current liabilities			
Net pension liability	285,303	123,579	–
Total liabilities	314,861	171,365	5,577
Deferred Inflows of Resources			
Pension plan deferments	30,763	11,758	–
Net Position			
Investment in capital assets	25,543,237	16,711,817	509,757
Unrestricted	27,370,009	15,275,007	1,412,484
Total net position	52,913,246	31,986,824	1,922,241
Total liabilities, deferred inflows of resources and net position	$ 53,258,870	$ 32,169,947	$ 1,927,818

See notes to basic financial statements

Recycling Utility	Storm Water Utility	Totals	Governmental Activities Internal Service
$ 287,280	$ 2,324,753	$ 44,952,149	$ 496,997
–	–	14,139	–
–	–	240,734	–
97,291	344,637	1,439,751	–
37,881	–	37,881	–
–	–	71,783	–
422,452	2,669,390	46,756,437	496,997
–	–	826,541	–
–	637,583	1,506,096	–
–	662,915	662,915	–
–	–	6,058,847	–
–	14,425,545	15,561,426	–
–	411,058	1,071,835	–
–	334,379	54,761,236	–
–	16,471,480	79,622,355	–
–	3,661,080	24,047,144	–
–	12,810,400	55,575,211	–
–	12,810,400	56,401,752	–
422,452	15,479,790	103,158,189	496,997
–	27,748	128,436	–
$ 422,452	$ 15,507,538	$ 103,286,625	$ 496,997
$ 227	$ 30,623	$ 44,517	$ 1,171
–	–	30,702	–
–	–	38,552	–
227	30,623	113,771	1,171
–	135,162	544,044	–
227	165,785	657,815	1,171
–	17,285	59,806	–
–	12,810,400	55,575,211	–
422,225	2,514,068	46,993,793	495,826
422,225	15,324,468	102,569,004	495,826
$ 422,452	$ 15,507,538	$ 103,286,625	$ 496,997

CITY OF RAMSEY

Statement of Revenue, Expenses, and Changes in Net Position
Proprietary Funds
Year Ended December 31, 2019

	Business-Type Activities – Enterprise Funds		
	Water Utility	Sewer Utility	Street Light Utility
Operating revenue			
Charges for services	$ 2,138,209	$ 1,664,170	$ 217,169
Sewer access surcharge	–	7,902	–
Other	–	–	–
Total operating revenue	2,138,209	1,672,072	217,169
Operating expenses			
Personal services	365,837	185,607	–
Supplies	159,967	30,878	–
Service charges			
Disposal charges	–	780,705	–
Other	227,495	102,654	131,611
Depreciation	727,864	528,995	40,008
Total operating expenses	1,481,163	1,628,839	171,619
Operating income (loss)	657,046	43,233	45,550
Nonoperating revenue (expense)			
Intergovernmental revenue	478	273	–
Connection fees	839,858	216,093	–
Capital contributions to governmental funds	–	–	–
Loss on disposal of assets	(2,421)	(2,421)	–
Investment earnings	851,294	477,797	44,339
Total nonoperating revenue (expense)	1,689,209	691,742	44,339
Income (loss) before contributions and transfers	2,346,255	734,975	89,889
Capital contributions	777,313	465,791	–
Transfers in	–	–	–
Transfers out	(43,000)	(37,000)	(21,000)
Change in net position	3,080,568	1,163,766	68,889
Net position			
Beginning of year	49,832,678	30,823,058	1,853,352
End of year	$ 52,913,246	$ 31,986,824	$ 1,922,241

See notes to basic financial statements

Recycling Utility	Storm Water Utility	Totals	Governmental Activities Internal Service
$ 319,940	$ 1,168,494	$ 5,507,982	$ –
–	–	7,902	–
–	–	–	102,107
319,940	1,168,494	5,515,884	102,107
26,440	208,124	786,008	–
27,042	10,086	227,973	7,043
–	–	780,705	–
326,710	53,892	842,362	47,531
–	316,122	1,612,989	–
380,192	588,224	4,250,037	54,574
(60,252)	580,270	1,265,847	47,533
67,210	–	67,961	–
–	–	1,055,951	–
–	–	–	(67,005)
–	(2,421)	(7,263)	–
9,851	78,844	1,462,125	17,604
77,061	76,423	2,578,774	(49,401)
16,809	656,693	3,844,621	(1,868)
–	297,155	1,540,259	–
–	639,494	639,494	–
–	(32,000)	(133,000)	–
16,809	1,561,342	5,891,374	(1,868)
405,416	13,763,126	96,677,630	497,694
$ 422,225	$ 15,324,468	$ 102,569,004	$ 495,826

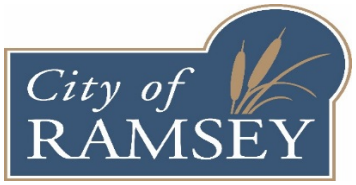
CITY OF RAMSEY

Statement of Cash Flows
Proprietary Funds
Year Ended December 31, 2019

	Business-Type Activities – Enterprise Funds		
	Water Utility	Sewer Utility	Street Light Utility
Cash flows from operating activities			
Receipts from customers and users	$ 2,135,178	$ 1,666,431	$ 211,232
Receipts from interfund services provided	–	–	–
Paid to suppliers/service providers	(393,208)	(922,187)	(131,729)
Paid to employees	(359,272)	(181,855)	–
Net cash flows from operating activities	1,382,698	562,389	79,503
Cash flows from capital and related financing activities			
Capital assets purchased and contributed to governmental activities	–	–	–
Connection fees	839,858	216,093	–
Acquisition of capital assets	(343,328)	(349,491)	–
Net cash flows from capital and related financing activities	496,530	(133,398)	–
Cash flows from investing activities			
Interest received on investments	851,294	477,797	44,339
Cash flows from noncapital financing activities			
Transfers in	–	–	–
Transfers (out)	(43,000)	(37,000)	(21,000)
Intergovernmental revenue	478	273	–
Repayment of advances to other funds	36,341	–	–
Net cash flows from noncapital financing activities	(6,181)	(36,727)	(21,000)
Net increase (decrease) in cash and temporary investments/cash equivalents	2,724,341	870,061	102,842
Cash and temporary investments/cash equivalents			
Beginning of year	23,762,740	13,631,962	1,248,170
End of year	$ 26,487,081	$ 14,502,023	$ 1,351,012
Reconciliation of operating income (loss) to net cash flows from operating activities			
Operating income (loss)	$ 657,046	$ 43,233	$ 45,550
Adjustments to reconcile operating income (loss) to net cash flows from operating activities			
Depreciation	727,864	528,995	40,008
Change in assets, deferred inflows, liabilities and deferred outflows			
Receivables			
Delinquent and deferred special assessments	(8,879)	7,410	–
Accounts	5,848	(13,771)	(1,135)
Due from other governmental units	–	–	–
Prepaids	(650)	(6,074)	–
Deferred outflows - pension plan deferment	23,091	13,195	–
Accounts payable	(7,757)	3,044	(57)
Unearned revenue	–	720	(4,802)
Due to other governmental units	2,661	(4,920)	(61)
Net pension liability	467	267	–
Deferred inflows - pension plan deferment	(16,993)	(9,710)	–
Net cash flow from operating activities	$ 1,382,698	$ 562,389	$ 79,503
Noncash, investing, capital, and financing activities			
Contributions of capital assets from developers	$ 777,313	$ 465,791	$ –

See notes to basic financial statements

Recycling Utility	Storm Water Utility	Totals	Governmental Activities Internal Service
$ 322,288	$ 1,300,148	$ 5,635,277	$ –
–	–	–	102,107
(356,161)	(36,351)	(1,839,636)	(55,262)
(26,440)	(204,372)	(771,939)	–
(60,313)	1,059,425	3,023,702	46,845
–	–	–	(67,005)
		1,055,951	–
–	(1,309,047)	(2,001,866)	–
–	(1,309,047)	(945,915)	(67,005)
9,851	78,844	1,462,125	17,604
–	639,494	639,494	–
–	(32,000)	(133,000)	–
67,210	–	67,961	–
–	–	36,341	–
67,210	607,494	610,796	–
16,748	436,716	4,150,708	(2,556)
270,532	1,888,037	40,801,441	499,553
$ 287,280	$ 2,324,753	$ 44,952,149	$ 496,997
$ (60,252)	$ 580,270	$ 1,265,847	$ 47,533
–	316,122	1,612,989	–
–	–	(1,469)	–
(826)	131,654	121,770	–
3,174	–	3,174	–
–	–	(6,724)	–
–	13,195	49,481	–
(2,409)	27,627	20,448	(688)
–	–	(4,082)	–
–	–	(2,320)	–
–	267	1,001	–
–	(9,710)	(36,413)	–
$ (60,313)	$ 1,059,425	$ 3,023,702	$ 46,845
$ –	$ 297,155	$ 1,540,259	$ –



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CITY OF RAMSEY

Statement of Fiduciary Net Position
Fiduciary Fund
December 31, 2019

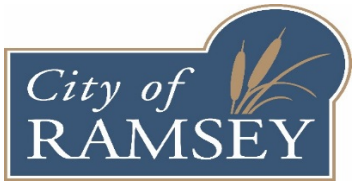
	Custodial Fund
Assets	
Assets held for resale	$ 13,582,499
Liabilities	
Loans payable to Met Council	13,582,499
Net Position	$ –

CITY OF RAMSEY

Statement of Changes in Fiduciary Net Position
Fiduciary Fund
Year Ended December 31, 2019

	Custodial Fund
Additions	$ –
Deductions	–
Net change of fiduciary net position	–
Net position - beginning	–
Net position - ending	$ –

See notes to basic financial statements



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NOTE 1 – SIGNIFICANT ACCOUNTING POLICIES

A. Organization

The City of Ramsey, Minnesota (the City) operates under the Home Rule Charter City form of government as defined in Minnesota Statutes. Under this plan, the government of the City is run by a City Council composed of an elected Mayor and elected Councilmembers. The City Council exercises legislative authority and determines all matters of policy. The accounting policies of the City conform to accounting principles generally accepted in the United States of America as applicable to governmental units.

The accounting policies of the City conform to accounting principles generally accepted in the United States of America as applicable to governmental units. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles.

B. Reporting Entity

As required by accounting principles generally accepted in the United States of America, these financial statements include the City (the primary government) and its component units. Component units are legally separate entities for which the primary government is financially accountable, or for which the exclusion of the component unit would render the financial statements of the primary government misleading. The criteria used to determine if the primary government is financially accountable for a component unit include whether or not the primary government appoints the voting majority of the potential component unit's Board, is able to impose its will on the potential component unit, is in a relationship of financial benefit or burden with the potential component unit, or is fiscally depended upon by the potential component unit.

1. Blended Component Units

The Ramsey Economic Development Authority (EDA) was created to carry out housing and economic development activities within the City. The governing board of the EDA is the City Council who approve the annual tax levy and direct the activities of the EDA's management. City employees such as the City Administrator, Deputy City Administrator, and the Economic Development Manager perform key management functions for the EDA. The activity of the EDA is reported in the Nonmajor Special Revenue Fund entitled Economic Development Authority. Separate financial statements are not prepared for the EDA.

2. Jointly Governed Organization

The City is a member of Local Governmental Information Systems (LOGIS), a consortium of Minnesota municipalities that provides data processing services and support to its members. LOGIS is a legally separate entity that is financially independent of the City. Further, the City does not appoint a voting majority of LOGIS' Board of Directors. Therefore, it has not been incorporated into the City's reporting entity. During the 2019 fiscal year, the City paid LOGIS approximately $312,522 for services and equipment provided.

NOTE 1 – SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

C. Government-Wide Financial Statements

The government-wide financial statements (i.e. the Statement of Net Position and the Statement of Activities) display information about the reporting government as a whole. These statements include all of the financial activities of the City. Governmental activities, which normally are supported by taxes and intergovernmental revenues, are reported separately from business-type activities, which rely to a significant extent on sales, fees, and charges for support.

The Statement of Activities demonstrates the degree to which the direct expenses of a given function or segment is offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function or segment. Program revenues include: 1) charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function or segment, 2) operating grants and contributions, and 3) capital grants and contributions, including special assessments, which are restricted to meeting the operational or capital requirements of a particular function or segment. Taxes and other internally directed revenues are reported as general revenues.

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenues in the fiscal year for which they are levied. Grants and similar items are recognized when all eligibility requirements imposed by the provider have been met.

As a general rule, the effect of interfund activity has been eliminated from the government-wide financial statements. However, charges between the City's Enterprise Funds and other functions are not eliminated as that would distort the direct costs and program revenues reported in those functions. Depreciation expense can be specifically identified by function and is included in the direct expenses of each function. Interest on long-term debt for governmental activities is considered an indirect expense and is reported separately on the Statement of Activities.

D. Fund Financial Statement Presentation

Separate fund financial statements are provided for Governmental, Proprietary, and Fiduciary Funds, even though the latter are excluded from the government-wide financial statements. Major individual Governmental and Enterprise Funds are reported as separate columns in the fund financial statements. Aggregated information for the remaining Nonmajor Governmental Funds is reported in a single column in the fund financial statements. A single column is presented in the Proprietary Fund statements to report Internal Service Fund activity. Fiduciary Funds are presented in the Fiduciary Fund financial statements by fund type.

Governmental Fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Under this basis of accounting, transactions are recorded in the following manner:

1. **Revenue Recognition** – Revenue is recognized when it becomes measurable and available. "Measurable" means the amount of the transaction can be determined and "available" means collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period. Property tax revenue is generally considered as available if collected within 60 days after year-end.

NOTE 1 – SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

1. **Revenue Recognition (Continued)** – Only the portion of special assessments receivable due within the current fiscal period is considered to be susceptible to accrual as revenue of the current period. Grants and similar items are recognized when all eligibility requirements imposed by the provider have been met. Other revenue is considered measurable and available only when cash is received by the City. Proceeds of long-term debt is reported as other financing sources.

   Major revenue that is susceptible to accrual includes property taxes, special assessments, intergovernmental revenue, charges for services, and interest earned on investments. Major revenue that is not susceptible to accrual includes licenses and permits, fees, and miscellaneous revenue. Such revenue is recorded only when received because it is not measurable until collected.

2. **Recording of Expenditures** – Expenditures are generally recorded when a liability is incurred, except for principal and interest on long-term debt and other long-term liabilities which are recognized as expenditures to the extent they have matured. Capital asset acquisitions are reported as capital outlay expenditures in the Governmental Funds.

Proprietary Fund financial statements are reported using the economic resources measurement focus and accrual basis of accounting, similar to the government-wide financial statements. Proprietary Funds distinguish operating revenues and expenses from non-operating items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with a Proprietary Fund's principal ongoing operations. The principal operating revenues of the City's Enterprise Funds and Internal Service Funds are charges to customers for sales and services. The operating expenses for the Enterprise Funds and Internal Service Funds include the cost of sales and services, administrative expenses, and depreciation of capital assets. All revenues and expenses not meeting this definition are reported as non-operating revenues and expenses.

Information for the Internal Service Fund is reported in a single column in the Proprietary Fund financial statements. Because the principal user of the internal services is the City's governmental activities, the financial statements of the Internal Service Fund are consolidated into the governmental column when presented in the government-wide financial statements. The cost of these services is reported in the appropriate functional activity.

Fiduciary fund financial statements are reported using the economic resources measurement focus and accrual basis of accounting, similar to the government-wide financial statements. Since, by definition, fiduciary fund assets are being held for the benefit of a third party and cannot be used for activities or obligations of the City, these funds are excluded from the government-wide statements.

Description of Funds

The City reports the following Major Governmental Funds:

General Fund – This is the general operating fund of the City. It is used to account for all financial resources except those required to be accounted for in another fund.

Tax Increment Special Revenue Fund – This fund is used to account for resources received from general property taxes in the form of tax increments.

COR Land Special Revenue Fund – This fund is used to account for revenues and expenditures associated with land transactions within the COR area.

NOTE 1 – SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Private Developer Special Revenue Fund – This fund is used to account for monies deposited from developers to offset city administrative costs.

2011A Armstrong/Bunker Bond Debt Service Fund – The $4,365,000 Series 2011A bonds will be repaid with annual allotments of Municipal State Aid and an annual assessment per the assessment agreement between the city of Ramsey and Hageman Holdings for the improvements that were necessary for the future Legacy School.

Public Improvement Revolving Capital Project Fund – This fund is used to account for the resources to be used to finance the City's share of the annual street maintenance program.

Road Reconstruction/Overlay Capital Project Fund – This fund is used to account for all expenditures related to the reconstruction and overlay projects as outlined in the city's long-term street maintenance plan.

Public Facilities Construction Capital Project Fund – This fund is used to account for the resources to be used for land acquisition and the construction of public facilities.

The City reports the following Major Proprietary Funds:

Water Utility Fund – This fund is used to account for the operation of the city-owned water system.

Sewer Utility Fund – This fund is used to account for the operation of the city-owned sewer system.

Street Light Utility Fund – This fund is used to account for the operation of city-owned streetlights within subdivisions and the priority streetlights throughout the City.

Recycling Utility Fund – This fund is used to account for the operation of the City's curbside recycling program and annual recycling days.

Storm Water Utility Fund – This fund is used to account for the operation of the city-owned storm water system repair and upkeep.

The City also reports the following fund types:

Internal Service Fund – This fund is used to account for the City's insurance refunds, dividends, and other miscellaneous insurance related revenues, and to provide for self-insuring the deductible portions of the City's insurance policies

Custodial Fund – This fund is used to account for property purchased on behalf of the state and the related liability for future state highway improvements.

E. Cash and Investments

Cash balances from all funds are combined and invested to the extent available in short-term investments. Earnings from the pooled investments are allocated to the individual funds based on the average monthly cash and investment balances of the respective funds.

NOTE 1 – SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

The Minnesota Municipal Money Market (4M) Fund is an external investment pool regulated by Minnesota Statutes that is not registered with the Securities and Exchange Commission (SEC). The City's investment in this fund is measured at the net asset value per share provided by the pool, which is based on an amortized cost method that approximates fair value. The UBS Select Prime Industrial Fund is an external investment pool that operates in conformity with the Securities and Exchange Commission's rules and are assigned a AAA rating by Moody's.

The City reports all other investments at fair value. The City categorizes its fair value measurements within the fair value hierarchy established by accounting principles generally accepted in the United States of America. The hierarchy is based on the valuation inputs used to measure the fair value of the asset. Level 1 inputs are quoted prices in active markets for identical assets; Level 2 inputs are significant other observable inputs; and Level 3 inputs are significant unobservable inputs.

Debt securities classified in Level 2 of the fair value hierarchy are valued using a matrix pricing technique. Matrix pricing is used to value securities based on the securities' relationship to benchmark quoted prices.

See Note 2 for the City's recurring fair value measurements as of the current year-end.

F. Receivables

All miscellaneous accounts receivable are presented net of an allowance for doubtful accounts. Since the City is generally able to certify delinquent amounts to the county for collection as special assessments, no allowance for uncollectible accounts has been provided on these receivables. The only receivables not expected to be fully collected within one year are property taxes, notes, and special assessments receivable.

G. Property Taxes

Property tax levies are set by the City Council by December of each year and are certified to the County Auditor for collection in the following year. In Minnesota, counties act as collection agents for all property taxes. A portion of the property taxes levied is paid by the state of Minnesota through various tax credits, which is included in intergovernmental revenue in the financial statements.

The county spreads all levies over taxable property. Such taxes become a lien on January 1 and are recorded as receivables by the City on that date. Real property taxes may be paid by taxpayers in two equal installments on May 15 and October 15. Personal property taxes are due in full on May 15. The county provides tax settlements to cities and other taxing districts several times a year. Taxes which remain unpaid at December 31 are classified as delinquent taxes receivable and are offset by deferred inflows of resources in the governmental fund financial statements.

H. Special Assessments

Special assessments primarily represent the financing for public improvements paid for by the benefiting property owners. As previously mentioned under receivables, the City is also generally able to certify delinquent amounts to the county for collection as special assessments. Special assessments are recorded as receivables upon certification to the county. Special assessments are recognized as revenue in the year levied in the government-wide financial statements and proprietary fund financial statements. In the governmental fund financial statements, special assessments are recognized as revenue when received in cash or within 60 days after year end. Governmental fund special assessments receivable which remain unpaid on December 31 are offset by a deferred inflow of resources in the governmental fund financial statements.

NOTE 1 – SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

I. Prepaid Items

Certain payments to vendors reflect costs applicable to future accounting periods and are recorded as prepaid items in both government-wide and fund financial statements. In governmental funds, prepaids are recognized by the consumption method, proportionately over the periods that service is provided.

J. Interfund Receivables and Payables

Activity between funds that is representative of lending or borrowing arrangements is reported as either "due to/from other funds" (current portion) or "advances to/from other funds." All other outstanding balances between funds are reported as "due to/from other funds." Any residual balances outstanding between the governmental activities and business-type activities are reported in the government-wide financial statements as "internal balances."

K. State-Wide Pension Plans

For purposes of measuring the net pension liability, deferred outflows/inflows of resources, and pension expense, information about the fiduciary net position of the Public Employees Retirement Association (PERA) and additions to/deductions from the PERA's fiduciary net positions have been determined on the same basis as they are reported by the plan except that the PERA pension plans fiscal year-end is June 30. For this purpose, plan contributions are recognized as of employer payroll dates and benefit payments and refunds are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

The PERA has a special funding situation created by a direct aid contribution made by the state of Minnesota. The direct aid is a result of the merger of the Minneapolis Employees Retirement Fund into the PERA on January 1, 2015.

L. Deferred Outflows/Inflows of Resources

In addition to assets and liabilities, the Statement of Financial Position will sometimes report a separate section for deferred outflows or inflows of resources. These separate financial statement elements represent a consumption or acquisition of net position that applies to a future period(s) and so will not be recognized as an outflow of resources (expense/expenditure) or an inflow of resources (revenue) until that time.

The City reports deferred outflows and inflows of resources related to pensions and other post-employment benefits (OPEB) reported in the government-wide and enterprise funds Statement of Net Position. These deferred outflows and inflows result from differences between expected and actual experience, changes of assumptions, changes in proportion, differences between projected and actual earnings on pension plan investments, and contributions to the plan subsequent to the measurement date and before the end of the reporting period. These amounts are deferred and amortized as required under pension and OPEB standards.

Deferred inflows of resources for unavailable revenue, arises under a modified accrual basis of accounting and is reported only in the governmental funds Balance Sheet. The governmental funds report unavailable revenue from three sources: property taxes, special assessments, and notes receivable. These amounts are deferred and recognized as an inflow of resources in the period the amounts become available.

NOTE 1 – SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

M. Land Held for Resale

Land held for resale represents various property purchases made by the City with the intent to sell in order to increase tax base or to attract new businesses. These assets are stated at the lower of cost or acquisition value.

N. Capital Assets

Capital assets, which include property, buildings, improvements, equipment, and infrastructure assets are reported in the applicable governmental or business-type activities columns in the government-wide financial statements. Such assets are capitalized at historical cost, or estimated historical cost for assets where actual historical cost is not available. Donated assets are recorded as capital assets at their estimated acquisition value at the date of donation. The City defines capital assets as those with an initial, individual cost of $10,000 or more with an estimated useful life in excess of one year. The cost of normal maintenance and repairs that do not add to the value of the asset or materially extend asset lives are not capitalized. As allowed by accounting principles generally accepted in the United States of America, the City has elected not to retroactively capitalize the infrastructure of its governmental activities acquired prior to January 1, 2004.

Capital assets are recorded in the government-wide and Proprietary Fund financial statements, but are not reported in the Governmental Fund financial statements. Interest incurred during the construction phase of capital assets for business-type activities is included as part of the capitalized value of the assets constructed. Capital assets are depreciated using the straight-line method over their estimated useful lives. Land and construction in progress are not depreciated. Useful lives vary from 15 to 50 years for buildings and improvements, 5 to 10 years for machinery, vehicles, and equipment, and 20 to 50 years for collection and distribution systems and other infrastructure.

O. Compensated Absences Payable

Certain city employees earn personal time off, vacation, compensation time, and sick leave at various rates based on longevity. These compensated absences are paid to an employee leaving in good standing, at their current rate of pay, with the exception of sick leave. A minimum of one third (based on longevity), is paid to the departing employee if they have completed 5 or more years of service prior to termination. Compensated absences payable are accounted for as long-term liabilities as described in the following section.

P. Long-Term Liabilities

In the government-wide and Proprietary Fund financial statements, long-term debt and other long-term obligations are reported as liabilities as they accrue. Bond premiums and discounts are immaterial and are recognized in the year of bond issuance. Bond issuance costs are expensed in the period incurred.

In the Governmental Fund financial statements, long-term debt and other long-term obligations are not reported as liabilities until due. The face amount of debt issued is reported as other financing sources. Premiums or discounts on debt issuances are reported as other financing sources or uses, respectively.

NOTE 1 – SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Q. Net Position

In the government-wide and proprietary fund financial statements, net position represents the difference between assets, liabilities, deferred inflows/outflows as applicable. Net position is displayed in three components:

- **Net Investment in Capital Assets** – Consists of capital assets, net of accumulated depreciation, reduced by any outstanding debt attributable to acquire capital assets.

- **Restricted Net Position** – Consists of net position restricted when there are limitations imposed on their use through external restrictions imposed by creditors, grantors, or laws or regulations of other governments, or enabling legislation.

- **Unrestricted Net Position** – All remaining net position that do not meet the definition of "restricted" or "net investment in capital assets."

The City applies restricted resources first when an expense is incurred for which both restricted and unrestricted resources are available.

R. Fund Balance Classifications

In the fund financial statements, governmental funds report fund balance in classifications that disclose constraints for which amounts in those funds can be spent. These classifications are as follows:

- **Nonspendable** – Consists of amounts that are not in spendable form, such as prepaid items, inventory, and other long-term assets.

- **Restricted** – Consists of amounts where there are limitations imposed on their use through external restrictions imposed by creditors, grantors, laws or regulations of other governments, or enabling legislation.

- **Committed** – Consists of amounts that can be used only for the specific purposes determined by a formal action of the City's highest level of decision-making authority. The City Council is the highest level of decision-making authority for the City that can, by adoption of a resolution prior to the end of the fiscal year, commit fund balance. Once adopted, the limitation imposed by the resolution remains in place until a similar action is taken (the adoption of another resolution) to remove or revise the limitation.

- **Assigned** – Consists of internally imposed constraints for amounts intended to be used by the City for specific purposes but do not meet the criteria to be classified as committed. Assigned amounts represent intended uses established by the City Council itself or by an official to which the City Council delegates the authority. Pursuant to City Council Resolution, the City's Finance Director is authorized to establish assignments of fund balance. The City Council may also assign fund balance as it does when appropriating fund balance to cover a gap between estimated revenue and appropriations in the subsequent year's appropriated budget. Unlike commitments, assignments generally only exist temporarily. In other words, an additional action does not normally have to be taken for the removal of an assignment. Conversely, as discussed above, an additional action is essential to either remove or revise a commitment.

- **Unassigned** – The residual classification for the General Fund, which also reflects negative residual amounts in other funds.

When both restricted and unrestricted resources are available for use, the City first uses restricted resources, then use unrestricted resources as they are needed. When committed, assigned, or unassigned resources are available for use, the City uses resources in the following order: 1) committed, 2) assigned, and 3) unassigned.

NOTE 1 – SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

S. Budgets and Budgetary Accounting

Each fall the City Council adopts a General Fund budget for the following fiscal year beginning January 1. In addition, an annual budget is legally adopted for the Economic Development Authority, a nonmajor special revenue fund. The City has established budgetary control at the function level based upon GAAP serving as the basis of budgeting. Budget appropriations lapse at year-end.

The government's department heads may make transfers of appropriations within a function. Transfers of appropriations between functions require the approval of the council. The Economic Development Authority budget is recommended by their board and final approval comes from City Council.

T. Statement of Cash Flows

For purposes of the Statement of Cash Flows, the City considers all highly liquid debt instruments with an original maturity from the time of purchase by the City of three months or less to be cash equivalents. The Proprietary Funds' portion in the government-wide cash and investment management pool is considered to be cash equivalent.

U. Risk Management

The City is exposed to various risks of loss related to torts: theft of, damage to, and destruction of assets; errors and omissions; and natural disasters. The City participates in the League of Minnesota Cities Insurance Trust (LMCIT), a public entity risk pool for its general property and casualty, workers' compensation, and other miscellaneous insurance coverages. LMCIT operates as a common risk management and insurance program for a large number of cities in Minnesota. The City pays an annual premium to LMCIT for insurance coverage. The LMCIT agreement provides that the trust will be self-sustaining through member premiums and will reinsure through commercial companies for claims in excess of certain limits.

The City has elected higher deductibles through LMCIT in order to keep premiums at a minimum. To supplement the commercial coverages, the City established the Self-Insurance Internal Service Fund. This fund is funded primarily through dividend paybacks from LMCIT. Expenses from this fund consist solely of payments of those insurance related costs that are below the individual and/or commutative deductible amounts. Premiums for LMCIT policies are not paid from the Self-Insurance Internal Service Fund, but rather are budgeted and paid from the respective operating funds. The City does not retain significant uncovered risk.

The City also carries commercial insurance for certain other risks of loss. Settled claims resulting from these risks have not exceeded commercial insurance coverage in any of the past three fiscal years. There were no significant reductions in the City's insurance coverage in 2019.

V. Loans Payable to Met Council

The City entered into a loan agreement with the Metropolitan (Met) Council to acquire property within the proposed right-of-way of highways designated as a part of the metropolitan highway system plan. State Highway 10, within Ramsey, is part of that highway system plan. The loans bear no interest, and are to be repaid upon the acquisition of the property by the State of Minnesota.

NOTE 1 – SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

W. Use of Estimates

The preparation of financial statements, in accordance with accounting principles generally accepted in the United States of America, requires management to make estimates that affect amounts reported in the financial statements during the reporting period. Actual results could differ from such estimates.

X. Change in Accounting Principle

During the year ended December 31, 2019, the City implemented GASB Statement No. 84, *Fiduciary Activities.* This statement establishes criteria for identifying and reporting fiduciary activities. The implementation of this statement has resulted in changing the presentation of the financial statements by accounting for the use of certain own-source revenues in the City's newly established Private Developer Special Revenue Fund and its governmental activities, rather than in a fiduciary (agency) fund as it has in the past. This change in accounting principle did not require the restatement of beginning net position or fund balances.

NOTE 2 – DEPOSITS AND INVESTMENTS

A. Components of Cash and Investments

Cash and investments at year-end consist of the following:

Deposits	$	6,093,599
Investments		80,287,689
Cash on hand		200
Total	$	86,381,488

B. Deposits

In accordance with applicable Minnesota Statutes, the City maintains deposits at depository banks authorized by the City Council, including checking accounts and certificates of deposits.

The following is considered the most significant risk associated with deposits:

Custodial credit risk – In the case of deposits, this is the risk that in the event of a bank failure, the City's deposits may be lost.

NOTE 2 – DEPOSITS AND INVESTMENTS (CONTINUED)

Minnesota Statutes require that all deposits be protected by federal deposit insurance, corporate surety bond, or collateral. The market value of collateral pledged must equal 110% of the deposits not covered by federal deposit insurance or corporate surety bonds. Authorized collateral includes treasury bills, notes, and bonds; issues of U.S. government agencies; general obligations rated "A" or better; revenue obligations rated "AA" or better; irrevocable standard letters of credit issued by the Federal Home Loan Bank; and certificates of deposit. Minnesota Statutes require that securities pledged as collateral be held in safekeeping in a restricted account at the Federal Reserve Bank or in an account at a trust department of a commercial bank or other financial institution that is not owned or controlled by the financial institution furnishing the collateral. The City has no additional deposit policies addressing custodial credit risk.

At year end, the carrying amount of the City's deposits was $6,093,599 while the balance on the bank records was $6,307,076. At December 31, 2019, all deposits were fully covered by federal depository insurance, surety bonds, or by collateral held by the City's agent in the City's name.

C. Investments

The City has the following investments at year end:

	Credit Risk		Fair Value Measurements	Interest Risk-Maturity Duration in Years				
Investment Type	Rating	Agency	Using	Less Than 1	1 to 5	6 to 10	11 to 15	Total
U.S. Agencies	AA+	S&P	Level 2	$ -	$ 2,022,096	$ 1,974,947	$ 296,235	$ 4,293,278
Municipal Bonds	A-AAA	Moodys	Level 2	3,053,269	8,918,504	1,899,053	-	13,870,826
Municipal Bonds	A-AAA	S&P	Level 2	3,338,818	9,942,108	4,742,415	-	18,023,341
Negotiable Certificates of Deposit	N/A	N/A	Level 2	11,820,386	15,772,348	245,319	-	27,838,053
Investment pools								
Minnesota Municipal Money Market	N/R	N/A	Amortized Cost	11,755,808	-	-	-	11,755,808
UBS Select Prime Institutional Fund	AAA	Moodys	Net Asset Value	4,506,383	-	-	-	4,506,383
Total Investments								$ 80,287,689

N/A Not Applicable
N/R Not Rated

The City's investments include investment pools managed by 4M, which is an external investment pool regulated by Minnesota Statutes and is not registered with the Securities and Exchange Commission. The City's investments in this investment pool are measured at the net asset value per share provided by the pools, which are based on amortized cost methods that approximate fair value. There are no restrictions or limitations on withdrawals from 4M. 4M Term Series Portfolios are intended to be held until maturity; a participant's withdrawal prior to maturity will require seven-days' notice of redemption and will likely carry a penalty, which could be substantial in that it would be intended to allow the Term Series Portfolio to recoup any associated penalties, charges, losses, or other costs associated with the early redemption of the investments therein.

The UBS Select Prime Industrial Fund includes investments primarily in short-term, high-credit-quality money market instruments that invest domestically and globally in both long and short-term common stocks across all market capitalizations. The fund aims to preserve capital, maintain liquidity and produce a competitive yield. This is an external investment pool that operates in conformity with the Securities and Exchange Commission's rules. There are no withdrawal restrictions related to the fund. The City's investments in this investment pool are measured at the net asset value per share provided by the pools that approximate fair value.

NOTE 2 – DEPOSITS AND INVESTMENTS (CONTINUED)

Investments are subject to various risks, the following of which are considered the most significant:

Custodial credit risk – For investments, this is the risk that in the event of a failure of the counterparty to an investment transaction (typically a broker-dealer) the City would not be able to recover the value of its investments or collateral securities that are in the possession of an outside party. The City does not have a formal investment policy addressing this risk, but typically limits its exposure by purchasing insured or registered investments, or by the control of who holds the securities.

Credit risk – This is the risk that an issuer or other counterparty to an investment will not fulfill its obligations. Minnesota Statutes limit the City's investments to direct obligations or obligations guaranteed by the United States or its agencies; general obligations rated "A" or better; revenue obligations rated "AA" or better; general obligations of the Minnesota Housing Finance Agency rated "A" or better; commercial paper issued by the United States corporations or their Canadian subsidiaries, rated of the highest quality category by at least two nationally recognized rating agencies, and maturing in 270 days or less; time deposits that are fully insured by the Federal Deposit Insurance Corporation or bankers acceptances of the United States banks and Guaranteed Investment Contracts guaranteed by a United States commercial bank or domestic branch of a foreign bank, or a United States insurance company, or their Canadian subsidiary, and with a credit quality in one of the top two highest categories by a nationally recognized rating agency. The City's investment policies do not further address credit risk.

Concentration risk – This is the risk associated with investing a significant portion of the City's investment (considered 5 percent or more) in the securities of a single issuer, excluding United States guaranteed investments (such as Treasuries), investment pools and mutual funds. The City's investment policies do not limit the concentration of investments.

Interest rate risk – This is the risk of potential variability in the fair value of fixed rate investments resulting from changes in interest rates (the longer the period for which an interest rate is fixed, the greater the risk). The City does not have an investment policy limiting the duration of investments.

NOTE 3 – INTERFUND RECEIVABLES, PAYABLES, AND TRANSFERS

A. Short-Term Interfund Receivables/Payables

Individual interfund due from and to other funds at year-end were as follows:

Receivable Fund	Payable Fund	Amount
Nonmajor Governmental Fund Economic Development Authority Special Revenue Fund	Major Governmental Fund Tax Increment Special Revenue Fund	$ 30,000

This internal loan was utilized for cash flow purposes.

NOTE 3 – INTERFUND RECEIVABLES, PAYABLES, AND TRANSFERS (CONTINUED)

B. Advances To and From Other Funds

Individual interfund advances to and from other funds at year-end were as follows:

Receivable Fund	Payable Fund	Amount	Purpose
Major Capital Project Fund; Public Improvement Revolving	Major Special Revenue Fund; Tax Increment	$ 203,448	Internally finance TIF loan
Major Proprietary Fund; Water Utility	Major Special Revenue Fund; COR Land	227,474	Internally finance development land purchase
Major Proprietary Fund; Sewer Utility	Major Special Revenue Fund; COR Land	227,475	Internally finance development land purchase
Major Proprietary Fund; Water Utility	Major Capital Project Fund; Public Facilities Construction	371,592	Internally finance facility loan
		$ 1,029,989	

C. Interfund Transfers

	Transfers In						
Transfers Out	General Fund	Public Improvement Revolving Capital Project Fund	Road Reconstruction/ Overlay Capital Project Fund	Public Facilities Construction Capital Project Fund	Nonmajor Governmental Funds	Storm Water Utility Proprietary Fund	Total
General Fund	$ –	$ 172,745	$ –	$ 57,582	$ 172,745	$ –	$ 403,072
Tax Increment Special Revenue Fund	–	–	300,000	–	–	–	300,000
Public Improvement Revolving Capital Project Fund	125,000	–	–	–	–	–	125,000
Nonmajor Governmental Funds	645,354	–	95,402	–	12,499	639,494	1,392,749
Water Utility Proprietary Fund	43,000	–	–	–	–	–	43,000
Sewer Utility Proprietary Fund	37,000	–	–	–	–	–	37,000
Street Light Utility Proprietary Fund	21,000	–	–	–	–	–	21,000
Storm Water Utility Proprietary Fund	32,000	–	–	–	–	–	32,000
	$ 903,354	$ 172,745	$ 395,402	$ 57,582	$ 185,244	$ 639,494	$ 2,353,821

NOTE 3 – INTERFUND RECEIVABLES, PAYABLES, AND TRANSFERS (CONTINUED)

The interfund receivables, payables and transfers are used to move funds to finance various programs or projects that the City must account for in other funds in accordance with budgetary authorizations and to move revenues from the fund with collection authorization to funds where related expenditures are occurring. Interfund activity is eliminated as needed for entity-wide financial statement reporting.

NOTE 4 – CAPITAL ASSETS

A. Changes in Capital Assets Used in Governmental Activities

	Balance – Beginning of Year	Additions	Completed Construction/ Adjustments	Deletions	Balance – End of Year
Capital assets, not depreciated					
Land	$ 6,848,022	$ -	$ -	$ -	$ 6,848,022
Construction in progress	2,224,390	756,144	(2,263,184)	-	717,350
Capital assets, depreciated					
Buildings and structures	29,291,844	-	-	-	29,291,844
Improvements other than buildings	11,632,254	147,314	26,334	(118,197)	11,687,705
Office equipment	675,058	-	-	-	675,058
Motor vehicles	3,776,621	292,637	-	(167,567)	3,901,691
Machinery and equipment	7,042,354	516,016	53,692	(328,195)	7,283,867
Infrastructure	39,356,498	1,026,433	2,183,158	-	42,566,089
Total capital assets	100,847,041	2,738,544	-	(613,959)	102,971,626
Less accumulated depreciation on					
Buildings and structures	(7,175,421)	(625,327)	-	-	(7,800,748)
Improvements other than buildings	(5,033,480)	(558,971)	408,318	49,890	(5,134,243)
Office equipment	(443,623)	(33,962)	-	-	(477,585)
Motor vehicles	(3,175,140)	(249,682)	(2)	167,567	(3,257,257)
Machinery and equipment	(3,905,915)	(391,915)	-	316,885	(3,980,945)
Infrastructure	(13,432,327)	(1,696,888)	(408,316)	-	(15,537,531)
Total accumulated depreciation	(33,165,906)	(3,556,745)	-	534,342	(36,188,309)
Net capital assets	$ 67,681,135	$ (818,201)	$ -	$ (79,617)	$ 66,783,317

B. Changes in Capital Assets Used in Business-Type Activities

	Balance – Beginning of Year	Additions	Completed Construction/ Adjustments	Deletions	Balance – End of Year
Capital assets, not depreciated					
Land	$ 868,513	$ 637,583	$ -	$ -	$ 1,506,096
Construction in progress	30,731	1,284,279	(652,095)	-	662,915
Capital assets, depreciated					
Buildings and structures	6,058,847	-	-	-	6,058,847
Improvements other than buildings	17,089,778	-	(1,528,352)	-	15,561,426
Machinery and equipment	1,101,645	42,782	-	(72,592)	1,071,835
Water and sewer lines	51,003,308	1,577,481	2,180,447	-	54,761,236
Total capital assets	76,152,822	3,542,125	-	(72,592)	79,622,355
Less accumulated depreciation on					
Buildings and structures	(1,622,094)	(121,091)	-	-	(1,743,185)
Improvements other than buildings	(4,026,400)	(198,734)	-	-	(4,225,134)
Machinery and equipment	(440,719)	(61,661)	-	65,329	(437,051)
Water and sewer lines	(16,410,271)	(1,231,503)	-	-	(17,641,774)
Total accumulated depreciation	(22,499,484)	(1,612,989)	-	65,329	(24,047,144)
Net capital assets	$ 53,653,338	$ 1,929,136	$ -	$ (7,263)	$ 55,575,211

NOTE 4 – CAPITAL ASSETS (CONTINUED)

C. Depreciation Expense by Function

Governmental activities		
General government	$	820,366
Public safety		408,193
Highways and streets		1,885,071
Culture and recreation		443,115
Total depreciation expense – governmental activities	$	3,556,745
Business-type activities		
Water Utility	$	727,864
Sewer Utility		528,995
Street Light Utility		40,008
Storm Water Utility		316,122
Total depreciation expense – business-type activities	$	1,612,989

NOTE 5 – LONG-TERM DEBT

A. Components of Long-Term Debt

	Original Issue	Interest Rate	Issue Date	Final Maturity Date	Balance – End of Year
Governmental activities					
Bonds payable					
General Obligation Improvement Bonds					
Series 2011A	$ 4,365,000	2.00-3.15%	9/7/2011	2/1/2026	$ 2,180,000
Series 2011B	$ 3,090,000	2.00-2.70%	12/29/2011	12/15/2025	1,765,000
Series 2012A	$ 16,875,000	3.00-3.75%	6/7/2012	12/15/2031	12,100,000
Series 2015A	$ 3,880,000	2.00-3.50%	6/15/2015	12/1/2035	3,375,000
Series 2015B	$ 1,205,000	2.00-2.25%	6/15/2015	12/1/2025	750,000
Series 2016A	$ 1,650,000	2.00%	7/21/2016	12/15/2026	1,185,000
Series 2017A	$ 895,000	1.15-2.50%	8/17/2017	12/15/2027	730,000
Series 2018A	$ 1,175,000	3.00%	7/17/2018	12/15/2028	1,080,000
Total general obligation improvement bonds					23,165,000
Capital Equipment Certificates					
Series 2013A	$ 635,000	0.50-3.00%	9/5/2013	9/1/2023	270,000
Series 2014A	$ 875,000	0.60-2.35%	12/3/2014	12/15/2024	455,000
Total capital equipment certificates					725,000
Compensated absences payable					948,700
Net pension liability					4,867,794
Total OPEB liability					699,412
Total governmental activities					30,405,906
Business-type activites					
Net pension liability					544,044
Total government and business-type activities					$ 30,949,950

B. Descriptions of Long-Term Debt

- **General Obligation Improvement Bonds –**

  The Series 2011A bonds will be repaid with annual allotments of Municipal State Aid and an annual assessment per the assessment agreement between the city of Ramsey and Hageman Holdings for the improvements that were necessary for the future Legacy School.

  The Series 2011B were Improvement Crossover Refunding bonds that were issued to refund the 2005B Series bonds that were called on December 15, 2014.

  The Series 2012A bonds were issued to refund Public Facility Lease Revenue Bonds Series 2005A, dated June 1, 2005, issued by the Economic Development Authority (EDA) of the city of Ramsey.

NOTE 5 – LONG-TERM DEBT (CONTINUED)

- **General Obligation Improvement Bonds (continued) –**

  The Series 2015A bonds were issued to finance the construction of Fire Station #2 in the City.

  The Series 2015B were issued to fund the road improvements related to the reconstruction of Garnet and 168th Avenue and some overlay projects.

  The Series 2016A were issued to fund the road improvements related to the reconstruction of Andrie Street and 164th Lane and some overlay projects.

  The Series 2017A were issued to fund road improvements related to the reconstruction of Alpine Drive and Sunwood Drive.

  The Series 2018A were issued to fund road improvements related to the reconstruction of Riversbend Avenue and Stanhope Terrace.

- **Capital Equipment Certificates –**

  Series 2013A certificates were issued to finance various capital equipment purchases and will be repaid via ad valorem levies.

  Series 2014A certificates were issued to finance various capital equipment purchases and will be repaid via ad valorem levies.

- **Compensated Absences** – The liability represents vested benefits earned by Governmental Fund employees through the end of the year which will be paid or used in future periods. The General Fund is the primary fund used to liquidate this liability.

- **Net Pension Liability (NPL)** – The liability represents the City's proportionate share of PERA's collective net pension liability. The General, Water Utility, Sewer Utility and Storm Water Utility funds will be used to liquidate this liability.

- **Total Other Post-Employment Benefits (OPEB) Liability** – The liability represents non-pension benefits provided after the termination of employment. The General Fund is the primary fund used to liquidate this liability.

C. Changes in Long-Term Debt

	Balance - Beginning of Year	Additions	Deletions	Balance – End of Year	Due Within One Year
Governmental activities					
G.O. Improvement Bonds	$ 25,295,000	$ –	$ 2,130,000	$ 23,165,000	$ 2,080,000
Capital Equipment Certificates	875,000	–	150,000	725,000	150,000
Compensated absences payable	905,627	694,946	651,873	948,700	616,655
Net pension liability	4,683,942	962,803	778,951	4,867,794	–
Total OPEB liability	645,239	57,649	3,476	699,412	–
Total governmental activities	32,404,808	1,715,398	3,714,300	30,405,906	2,846,655
Business type Activities					
Net pension liability	543,043	52,803	51,802	544,044	–
Total governmental and business type activities	$ 32,947,851	$ 1,768,201	$ 3,766,102	$ 30,949,950	$ 2,846,655

NOTE 5 – LONG-TERM DEBT (CONTINUED)

D. Minimum Debt Payments

Minimum annual principal and interest payments required to retire bonds and capital equipment certificates are as follows:

December 31,	Principal	Interest
2020	$ 2,230,000	$ 686,486
2021	2,300,000	624,143
2022	2,385,000	558,080
2023	2,155,000	500,518
2024	2,160,000	444,241
2025-2029	8,470,000	1,409,765
2030-2034	3,930,000	306,063
2035	260,000	9,100
	$ 23,890,000	$ 4,538,396

NOTE 6 – FUND BALANCE POLICY AND CLASSIFICATION

A. Classifications

City of Ramsey had the following classifications of fund balances in its Governmental Funds:

		Special Revenue Funds			Debt Service Fund	Capital Project Funds				
	General	Tax Increment	COR Land	Private Developer	2011A Armstrong/Bunker Bond	Public Improvement Revolving	Road Reconstruction/ Overlay	Public Facilities Construction	Nonmajor	Total
Fund balances										
Nonspendable										
Prepaids	$ 23,640	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 1,801	$ 25,441
Restricted for										
Road improvements	-	-	-	-	-	-	-	-	1,907,396	1,907,396
Debt service	-	-	-	-	1,355,204	-	-	-	1,450,800	2,806,004
Economic development	-	-	-	-	-	-	-	-	1,394,370	1,394,370
Housing and redevelopment	-	-	8,629,937	-	-	-	-	-	-	8,629,937
Recreation/community programs	-	-	-	-	-	-	-	-	332,098	332,098
Law enforcement programs	-	-	-	-	-	-	-	-	38,616	38,616
Tax increment financing	-	4,849,174	-	-	-	-	-	-	-	4,849,174
	-	4,849,174	8,629,937	-	1,355,204	-	-	-	5,123,280	19,957,595
Committed										
Stormwater development projects	-	-	-	-	-	-	-	-	808,808	808,808
Community/business programs	-	-	-	-	-	-	-	-	375,454	375,454
	-	-	-	-	-	-	-	-	1,184,262	1,184,262
Assigned										
Road improvements	-	-	-	-	-	4,326,318	814,565	1,283,294	3,670,750	10,094,927
Cemetery improvements	-	-	-	-	-	-	-	-	63,900	63,900
Park improvements	-	-	-	-	-	-	-	-	4,682,220	4,682,220
Right-of-way acquisitions	-	-	-	-	-	-	-	-	396,589	396,589
Parking ramp maintenance	-	-	-	-	-	-	-	-	59,407	59,407
	-	-	-	-	-	4,326,318	814,565	1,283,294	8,872,866	15,297,043
Unassigned	8,856,806	-	-	-	-	-	-	-	-	8,856,806
Total fund balances	$ 8,880,446	$ 4,849,174	$ 8,629,937	$ -	$ 1,355,204	$ 4,326,318	$ 814,565	$ 1,283,294	$ 15,182,209	$ 45,321,147

NOTE 6 – FUND BALANCE POLICY AND CLASSIFICATION (CONTINUED)

B. Fund Balance Policy – General Fund

When General Fund actual revenues exceed actual expenditures in a given year, the excess shall be allocated as follows:

a) Any excess shall be first allocated to "unassigned" fund balance to bring that portion of fund balance to an amount equal to fifty percent (50%) of the next years adopted operating budget plus prior-year encumbrances (if any) plus compensated absences.

b) Any excess after complying with fund balance requirements in step "a" shall be allocated to equipment replacement, park trust, public facilities construction, and public improvement revolving funds in the following manner:

Thirty percent (30%) to Fund #234 - Equipment Revolving Fund
Thirty percent (30%) to Fund #810 – Capital Maintenance Fund (reported in General Fund)
Ten percent (10%) to Fund #412 – Public Facilities Construction Fund
Thirty percent (30%) to Fund #400 - Public Improvement Revolving Fund

When General Fund actual expenditures exceed actual revenues in a given year, the deficit shall be treated as follows:

a) "Unassigned" fund balance shall first be adjusted to an amount equal to fifty percent (50%) of the next years adopted operating budget plus prior year encumbrances (if any) plus compensated absences.

b) If shortage after complying with fund balance requirement in step "a" shall draw funds in the following manner:

Thirty percent (30%) to Fund #234 - Equipment Revolving Fund
Thirty percent (30%) to Fund #810 – Capital Maintenance Fund (reported in General Fund)
Ten percent (10%) to Fund #412 – Public Facilities Construction Fund
Thirty percent (30%) to Fund #400 - Public Improvement Revolving Fund

At December 31, 2019, the city fund has met its general fund balance policy.

NOTE 7 – DEFINED BENEFIT PENSION PLANS SUMMARY

The city has reported the following balances for defined benefit pension plans as detailed further in these notes:

Pension Plans	Net Pension Liabilities	Deferred Outflows of Resources	Deferred Inflows of Resources	Pension Expense
PERA - GERF	$ 2,930,253	$ 330,848	$ 624,820	$ 394,493
PERA - PEPFF	2,481,585	2,542,736	3,478,729	438,589
Total - all pensions	$ 5,411,838	$ 2,873,584	$ 4,103,549	$ 833,082

NOTE 8 – DEFINED BENEFIT PENSION PLANS – STATE-WIDE

A. Plan Descriptions

The City participates in the following cost-sharing multiple-employer defined benefit pension plans administered by the PERA of Minnesota. The PERA's defined benefit pension plans are established and administered in accordance with Minnesota Statutes, Chapters 353 and 356. The PERA's defined benefit pension plans are tax qualified plans under Section 401 (a) of the Internal Revenue Code.

1. General Employees Retirement Fund (GERF)

All full-time and certain part-time employees of the City are covered by the GERF. GERF members belong to the Coordinated Plan. Coordinated Plan members are covered by Social Security.

2. Public Employees Police and Fire Fund (PEPFF)

The PEPFF, originally established for police officers and firefighters not covered by a local relief association, now covers all police officers and firefighters hired since 1980. Effective July 1, 1999, the PEPFF also covers police officers and firefighters belonging to local relief associations that elected to merge with and transfer assets and administration to PERA.

B. Benefits Provided

PERA provides retirement, disability, and death benefits. Benefit provisions are established by state statute and can only be modified by the state legislature. Vested, terminated employees who are entitled to benefits, but are not receiving them yet, are bound by the provisions in effect at the time they last terminated their public service.

1. GERF Benefits

Benefits are based on a member's highest average salary for any five successive years of allowable service, age, and years of credit at termination of service. Two methods are used to compute benefits for PERA's Coordinated Plan members. Members hired prior to July 1, 1989, receive the higher of Method 1 or Method 2 formulas. Only Method 2 is used for members hired after June 30, 1989. Under Method 1, the accrual rate for Coordinated members is 1.2 percent of average salary for each of the first 10 years of service and 1.7 percent of average salary for each additional year. Under Method 2, the accrual rate for Coordinated members is 1.7 percent of average salary for all years of service. For members hired prior to July 1, 1989, a full annuity is available when age plus years of service equal 90 and normal retirement age is 65. For members hired on or after July 1, 1989, normal retirement age is the age for unreduced Social Security benefits capped at age 66.

Annuities, disability benefits, and survivor benefits are increased effective January 1. Beginning January 1, 2019, the postretirement increase will be equal to 50% of the cost-of-living adjustment (COLA) announced by the SSA, with a minimum increase of at least 1% and a maximum of 1.5%. Recipients that have been receiving the annuity or benefit for a least a full year as of the June 30 before the effective date of the increase will receive the full increase. For recipients receiving the annuity or benefit for a least one month but less than a full year as of the June 30 before the effective date of the increase will receive a reduced prorated increase. For members retiring on January 1, 2024, or later, the increase will be delayed until normal retirement age (age 65 if hired prior to July 1, 1989, or age 66 for individuals hired on or after July 1, 1989). Members retiring under Rule of 90 are exempt from the delay to normal retirement.

NOTE 8 – DEFINED BENEFIT PENSION PLANS – STATE-WIDE (CONTINUED)

2. PEPFF Benefits

Benefits for the PEPFF members first hired after June 30, 2010, but before July 1, 2014, vest on a prorated basis from 50% after five years up to 100% after ten years of credited service. Benefits for PEPFF members first hired after June 30, 2014, vest on a prorated basis from 50% after ten years up to 100% after twenty years of credited service. The annuity accrual rate is 3% of average salary for each year of service. A full, unreduced pension is earned when members are age 55 and vested, or for members who were first hired prior to July 1, 1989, when age plus years of service equal at least 90.

Annuities, disability benefits, and survivor benefits are increased effective every January 1. Beginning January 1, 2019, the postretirement increase will be fixed at 1%. Recipients that have been receiving the annuity or benefit for at least 36 months as of the June 30 before the effective date of the increase will receive the full increase. For recipients receiving the annuity or benefit for at least 25 months but less than 36 months as of the June 30 before the effective date of the increase will receive a reduced prorated increase.

C. Contributions

Minnesota Statutes Chapter 353 sets the rates for employer and employee contributions. Contribution rates can only be modified by the state legislature.

1. GERF Contributions

Coordinated Plan members were required to contribute 6.50% of their annual covered salary in fiscal year 2019 and the City was required to contribute 7.50% for Coordinated Plan members. The City's contributions to the GERF for the year ended December 31, 2019, were $293,639. The City's contributions were equal to the required contributions as set by state statute.

2. PEPFF Contributions

Plan members contribution rates increased from 10.8% to 11.3% and employer rates increased from 16.2% to 16.95% on January 1, 2019. The City's contributions to the PEPFF for the year ended December 31, 2019, were $433,917. The City's contributions were equal to the required contributions as set by state statute.

D. Pension Costs

1. GERF Pension Costs

At December 31, 2019, the City reported a liability of $2,930,253 for its proportionate share of the GERF's net pension liability. The City's net pension liability reflected a reduction due to the State of Minnesota's contribution of $16 million to the fund in 2019. The State of Minnesota is considered a non-employer contributing entity and the state's contribution meets the definition of a special funding situation. The State of Minnesota's proportionate share of the net pension liability associated with the City totaled $91,163. The net pension liability was measured as of June 30, 2019, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of that date.

NOTE 8 – DEFINED BENEFIT PENSION PLANS – STATE-WIDE (CONTINUED)

The City's proportion of the net pension liability was based on the City's contributions received by PERA during the measurement period for employer payroll paid dates from July 1, 2018, through June 30, 2019, relative to the total employer contributions received from all of PERA's participating employers. At June 30, 2019, the City's proportion share was 0.0530% which was an increase of 0.0003% from its proportion measured as of June 30, 2018.

City's proportionate share of the net pension liability	$2,930,253
State of Minnesota's proportionate share of the net pension liability associated with the City	91,163
Total	$3,021,416

For the year ended December 31, 2019, the City recognized pension expense of $387,678 for its proportionate share of the GERF's pension expense. In addition, the City recognized an additional $6,815 as pension expense (and grant revenue) for its proportionate share of the State of Minnesota's contribution of sixteen million to the GERF.

At December 31, 2019, the City reported its proportionate share of the GERF's deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between expected and actual economic experience	$ 82,667	$ -
Changes in actuarial assumptions	-	234,406
Differences between projected and actual investment earnings	-	313,807
Changes in proportion	99,767	76,607
Contributions paid to PERA subsequent to the measurement date	148,414	-
Total	$ 330,848	$ 624,820

$148,414 reported as deferred outflows of resources related to pensions resulting from City contributions subsequent to the measurement date will be recognized as a reduction of the net pension liability in the year ended December 31, 2020. Other amounts reported as deferred outflows and inflows of resources related to pensions will be recognized in pension expense as follows:

Year ended December 31:	Pension Expense Amount
2020	$ (117,790)
2021	(275,164)
2022	(54,154)
2023	4,722
Total	$ (442,386)

NOTE 8 – DEFINED BENEFIT PENSION PLANS – STATE-WIDE (CONTINUED)

2. PEPFF Pension Costs

At December 31, 2019, the City reported a liability of $2,481,585 for its proportionate share of the PEPFF's net pension liability. The net pension liability was measured as of June 30, 2019, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of that date. The City's proportionate share of the net pension liability was based on the City's contributions received by PERA during the measurement period for employer payroll paid dates from July 1, 2018, through June 30, 2019, relative to the total employer contributions received from all of PERA's participating employers. At June 30, 2019, the City of Ramsey's proportion was 0.2331% which was an increase of 0.0170% from its proportionate share measured as of June 30, 2018.

For the year ended December 31, 2019, the City recognized pension expense of $407,121 for its proportionate share of the PEPFF's expense. The City also recognized $31,468 for the year ended December 31, 2019, as revenue and an offsetting reduction of net pension liability for its proportionate share of the State of Minnesota's on-behalf contributions to the PEPFF. Legislation passed in 2013 required the State of Minnesota to begin contributing $9 million to the PEPFF each year until the plan is 90% funded or until the State Patrol Plan (administered by the Minnesota State Retirement System) is 90% funded, whichever occurs later. In addition, the state will pay $4.5 million on October 1, 2018 and October 1, 2019 in direct state aid. Thereafter, by October 1 of each year, the state will pay $9 million until full funding is reached or July 1, 2048, whichever is earlier.

At December 31, 2019, the City reported its proportionate share of the PEPFF's deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between expected and actual economic experience	$ 100,278	$ 337,417
Changes in actuarial assumptions	1,837,576	2,619,043
Difference between projected and actual investment earnings	-	492,379
Changes in proportion	380,727	29,890
Contributions paid to PERA subsequent to the measurement date	224,155	-
Total	$2,542,736	$3,478,729

$224,155 reported as deferred outflows of resources related to pensions resulting from City contributions subsequent to the measurement date will be recognized as a reduction of the net pension liability in the year ended December 31, 2020. Other amounts reported as deferred outflows and inflows of resources related to pensions will be recognized in pension expense as follows:

Year ended December 31:	Pension Expense Amount
2020	$ (103,934)
2021	(277,173)
2022	(829,307)
2023	22,166
2024	28,100
Total	$(1,160,148)

NOTE 8 – DEFINED BENEFIT PENSION PLANS – STATE-WIDE (CONTINUED)

E. Actuarial Assumptions

The total pension liability in the June 30, 2019, actuarial valuation was determined using an individual entry-age normal actuarial cost method and the following actuarial assumptions:

Inflation	2.50% per year
Active Member Payroll Growth	3.25% per year
Investment Rate of Return	7.50%

Salary increases were based on a service-related table. Mortality rates for active members, retirees, survivors and disabilitants for all plans were based on RP-2014 tables for males or females, as appropriate, with slight adjustments to fit PERA's experience. Cost of living benefit increases after retirement for retirees are assumed to be 1.25 percent per year for GERF and 1 percent per year for PEPFF.

Actuarial assumptions used in the June 30, 2019, valuation were based on the results of actuarial experience studies. The most recent six-year experience study in the GERF was completed in 2019. The most recent four-year experience study for PEPFF was completed in 2016. Economic assumptions were updated in 2018 based on a review of inflation and investment return assumptions.

The following changes in actuarial assumptions occurred in 2019:

1. GERF:
   - The mortality projection scale was changed from MP-2017 to MP-2018.

2. PEPFF:
   - The mortality projection scale was changed from MP-2017 to MP-2018

The following changes in plan provisions occurred in 2019:

1. GERF:
   - The employer supplemental contribution was changed prospectively, decreasing from $31.0 million to $21.0 million per year. The State's special funding contribution was changed prospectively, requiring $16.0 million due per year through 2031.

The State Board of Investment, which manages the investments of PERA, prepares an analysis of the reasonableness on a regular basis of the long-term expected rate of return using a building-block method in which best-estimate ranges of expected future rates of return are developed for each major asset class. These ranges are combined to produce an expected long-term rate of return by weighting the expected future rates of return by the target asset allocation percentages.

NOTE 8 – DEFINED BENEFIT PENSION PLANS – STATE-WIDE (CONTINUED)

The target allocation and best estimates of geometric rates of return for each major class are summarized in the following table:

Asset Class	Target Allocation	Long-Term Expected Real Rate of Return
Domestic Equity	35.5%	5.10%
Private Markets	25.0%	5.90%
Fixed Income	20.0%	0.75%
International Equity	17.5%	5.90%
Cash Equivalents	2.0%	- %
Total	100%	

F. Discount Rate

The discount rate used to measure the total pension liability in 2019 was 7.5%. The projection of cash flows used to determine the discount rate assumed that contributions from plan members and employers will be made at rates set in Minnesota Statutes. Based on these assumptions, the fiduciary net positions of GERF and PEPFF were projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

G. Pension Liability Sensitivity

The following presents the City's proportionate share of the net pension liability for all plans it participates in, calculated using the discount rate disclosed in the preceding paragraph, as well as what the City's proportionate share of the net pension liability would be if it were calculated using a discount rate 1 percentage point lower or 1 percentage point higher than the current discount rate:

	1% Decrease in Discount Rate (6.5%)	Current Discount Rate (7.5%)	1% Increase in Discount Rate (8.5%)
The City's Proportionate Share of the GERF Net Pension Liability:	$4,817,175	$2,930,253	$1,372,220
The City's Proportionate Share of the PEPFF Net Pension Liability:	$5,424,284	$2,481,585	$48,021

H. Pension Plan Fiduciary Net Position

Detailed information about each pension plan's fiduciary net position is available in a separately-issued PERA financial report that includes financial statements and required supplementary information. That report may be obtained on the internet at www.mnpera.org.

NOTE 9 – DEFINED CONTRIBUTION PLAN – STATE-WIDE

All City Council members of the City are covered by the Public Employees Defined Contribution Plan (PEDCP), a multiple-employer deferred compensation plan administered by PERA. The PEDCP is a tax qualified plan under Section 401(a) of the Internal Revenue Code and all contributions by or on behalf of employees are tax deferred until time of withdrawal.

Plan benefits depend solely on amounts contributed to the plan plus investment earnings, less administrative expenses. Minnesota Statutes, Chapter 353D.03, specifies plan provisions, including the employee and employer contribution rates for those qualified personnel who elect to participate. An eligible elected official who decides to participate contributes 5% of salary which is matched by the elected official's employer. For ambulance service personnel, employer contributions are determined by the employer, and for salaried employees must be a fixed percentage of salary. Employer contributions for volunteer personnel may be a unit value for each call or period of alert duty. Employees who are paid for their services may elect to make member contributions in an amount not to exceed the employer share. Employer and employee contributions are combined and used to purchase shares in one or more of the seven accounts of the Minnesota Supplemental Investment Fund. For administering the plan, PERA receives 2% of employer contributions and twenty-five hundredths of 1% (.25 percent) of the assets in each member's account annually.

Total contributions made by the City of Ramsey for the last three fiscal years were:

	Contribution Amount		Percentage of Covered Payroll		Required Rate for Employees and
For the Year Ended:	Employee	Employer	Employee	Employer	Employers
December 31, 2019	$775	$775	5%	5%	5%
December 31, 2018	$600	$600	5%	5%	5%
December 31, 2017	$600	$600	5%	5%	5%

NOTE 10 – DEFINED CONTRIBUTION PENSION PLAN – FIRE RELIEF ASSOCIATION

A. Plan Description

Volunteer firefighters of the City are members of the Ramsey Firefighter's Relief Association (the Association). The Association is a single-employer defined contribution pension plan that operates under the provisions of Minnesota Statutes § 69 and 424, as amended. It is governed by a Board of six officers and trustees elected by the members of the Association for three year terms. The chief of the Ramsey Volunteer Fire Department, the Mayor, and the Finance Director of the City are ex-officio members of the Board of Trustees. The City's payroll for members of the Association for the year ended December 31, 2019 was $214,325, compared to a total city payroll of $7,649,815.

For financial reporting purposes, the Association's financial statements are not included in the City's financial statements because it is not a component unit of the City. The Association issues a publicly available financial report. A copy of the report may be obtained at Ramsey Municipal Center, 7550 Sunwood Drive Northwest, Ramsey, Minnesota 55303.

B. Pension Benefits

Minnesota Statutes Chapters 424 and 424A authorize pension benefits for volunteer fire relief associations. In order to be entitled to a pension benefit, a firefighter must have completed a minimum of 10 years of service with the fire department, 10 years membership in the Association, and attain the age of 50 years.

NOTE 10 – DEFINED CONTRIBUTION PENSION PLAN – FIRE RELIEF ASSOCIATION (CONTINUED)

The firefighter will then be 60% vested with every year after that at 4% per year until the 20th year when 100% vesting will occur. Because this plan is a defined contribution plan, the amount of the retirement benefit is not predetermined, but rather is based on the individual member's allocable portion of contributions made during the participation period.

Firefighters also have the availability of other pensions such as deferred pension, disability pension, death benefits, and supplemental death benefits. Each of these other pensions are determined based on age and years of service.

C. Contributions Required and Contributions Made

Contributions to the plan include State Fire Aid pursuant to Minnesota Statutes Chapter 69. In addition, the City is allowed to make voluntary contributions of other public funds pursuant to Minnesota Statutes Chapter 69. The City's contribution to the Association in 2019, including both city and state fire aid passed through the City totaled $193,987. This contribution represents nearly 91% of the current 2019 covered payroll of $214,325.

There were no current year changes in plan provisions.

NOTE 11 – OTHER POST-EMPLOYMENT BENEFITS (OPEB) PLAN

A. Plan Description

The City provides post-employment health care benefits for retired employees through a single employer defined benefit plan. The term *plan* refers to the City's requirement by State Statute to provide retirees with access to health insurance. The OPEB plan is administered by the City. All post-employment benefits are based on contractual agreements with employee groups. Eligibility for these benefits is based on years of service and/or minimum age requirements. These contractual agreements do not include any specific contribution or funding requirements. The plan does not issue a publicly available financial report. No plan assets are accumulated in a trust that meets the criteria in paragraph 4 of GASB Statement No. 75.

B. Benefits Provided

All retirees of the City have the option under state law to continue their medical insurance coverage through the City from the time of retirement until the employee reaches the age of eligibility for Medicare. For members of all employee groups, the retiree must pay the full premium to continue coverage for medical and dental insurance. Per state statutes, the City is also required to contribute towards the cost of continued health insurance coverage for officers and firefighters disabled or killed in the line of duty.

The City is legally required to include any retirees for whom it provides health insurance coverage in the same insurance pool as its active employees until the retiree reaches Medicare eligibility, whether the premiums are paid the by the City or the retiree. Consequently, participating retirees are considered to receive a secondary benefit known as an "implicit rate subsidy." This benefit relates to the assumption that the retiree is receiving a more favorable premium rate than they would otherwise be able to obtain if purchasing insurance on their own, due to being included in the same pool with the City's younger and statistically healthier active employees.

NOTE 11 – OTHER POST-EMPLOYMENT BENEFITS (OPEB) PLAN (CONTINUED)

C. Contributions

The required contribution is based on projected pay-as-you-go financing requirements, with additional amounts to prefund benefits as determined periodically by the City. The City's current year required pay-as-you-go contributions to finance the benefits described in the previous section totaled $11,686.

D. Membership

Membership in the plan consisted of the following as of the latest actuarial valuation:

Retirees and beneficiaries receiving benefits	0
Active plan members	73
Total members	73

E. Total OPEB Liability of the City

The City's total OPEB liability of $699,412 as of year-end was measured as of December 31, 2018, and was determined by an actuarial valuation as of January 1, 2018.

F. Actuarial Methods and Assumptions

The total OPEB liability was determined by an actuarial valuation as of January 1, 2018, using the entry age normal level percent of pay method. The following actuarial assumptions applied to all periods included in the measurement, unless otherwise specified:

Discount rate	4.09%
20-year municipal bond yield	4.09%
Inflation rate	2.75%
Salary increases	3.50%
Medical trend rate	10.00% grading to 5.00% over 10 years

Since the plan is not funded by an irrevocable trust, the discount rate is equal to the 20-year municipal bond yield.

Mortality rates were based on the RP-2014 mortality tables used in the PERA plan of which the employee, retiree, or beneficiary is a participant.

NOTE 11 – OTHER POST-EMPLOYMENT BENEFITS (OPEB) PLAN (CONTINUED)

G. Changes in the Total OPEB Liability

	Total OPEB Liability
Beginning balance	$ 645,239
Changes for the year	
Service cost	74,389
Interest	24,695
Changes of assumptions	(41,435)
Benefit payments	(3,476)
Total net changes	54,173
Ending balance	$ 699,412

Assumption changes since the prior measurement date include the following:

- The discount rate was changed from 3.44 percent to 4.09 percent.

H. Total OPEB Liability Sensitivity to Discount and Health-Care cost Trend Rate Changes

The following presents the total OPEB liability of the City, as well as what the City's total OPEB liability would be if it were calculated using a discount rate that is 1 percentage point lower or 1 percentage point higher than the current discount rate:

	1% Decrease in Discount Rate	Discount Rate	1% Increase in Discount Rate
OPEB discount rate	3.09%	4.09%	5.09%
Total OPEB liability	$ 763,940	$ 699,412	$ 639,478

NOTE 11 – OTHER POST-EMPLOYMENT BENEFITS (OPEB) PLAN (CONTINUED)

The following presents the total OPEB liability of the City, as well as what the City's total OPEB liability would be if it were calculated using healthcare cost trend rates that are 1 percentage point lower or 1 percentage point higher than the current healthcare cost trend rates:

	1% Decrease in Healthcare Trend Rate	Healthcare Trend Rate	1% Increase in Healthcare Trend Rate
OPEB healthcare trend rate	9.00% decreasing to 4.00% over 10 years	10.00% decreasing to 5.00% over 10 years	11.00% decreasing to 6.00% over 10 years
Total OPEB liability	$ 599,082	$ 699,412	$ 820,679

I. OPEB Expense and Related Deferred Outflow of Resources and Deferred Inflows of Resources

For the current year ended, the City recognized OPEB expense of $96,950. As of year-end, the City reported deferred outflows of resources and deferred inflows of resources related to OPEB from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Changes of assumptions	$ 15,611	$ 37,433
City contributions subsequent to the measurement date	11,686	-
Total	$ 27,297	$ 37,433

A total of $11,686 reported as deferred outflows of resources related to OPEB resulting from city contributions subsequent to the measurement date will be recognized as a reduction of the total OPEB liability in the year ending December 31, 2020. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to OPEB will be recognized in OPEB expense as follows:

Year Ending June 30,	OPEB Expense Amount
2020	$ (2,134)
2021	$ (2,134)
2022	$ (2,134)
2023	$ (2,134)
2024	$ (2,134)
Thereafter	$ (11,152)

NOTE 12 – FLEXIBLE BENEFIT PLAN

The City has a flexible benefit plan which is classified as a "cafeteria plan" (the Plan) under § 125 of the Internal Revenue Code. All full-time and part-time regular employees of the City are eligible. Eligible employees can elect to participate by contributing pre-tax dollars withheld from payroll checks to the Plan for health and dental care, dependent care, life insurance premiums, and disability insurance benefits. Payments are made from the Plan to participating employees upon submitting a request for reimbursement of eligible expenses actually incurred by the participant.

Before the beginning of the plan year, which is from January 1 to December 31, each participant designates a total amount of pre-tax dollars to be contributed to the Plan during the year. At December 31, the City is contingently liable for claims against the total amount of participants' annual contributions to the health and dental care portion of the Plan, whether or not such contributions have been made.

The City serves as trustee and utilized the service of Total Administrative Services Corporation (TASC) - Genesis to handle all plan record keeping. The Plan is included within the General Fund in the financial statements.

All property of the Plan and income attributable to that property is solely the property of the City subject to the claims of the City's general creditors. Participants' rights under the Plan are equal to those of general creditors of the City in an amount equal to the eligible healthcare and dependent care expenses incurred by the participants. The City believes that it is unlikely that it will use the assets to satisfy the claims of general creditors in the future.

NOTE 13 – TAX ABATEMENT AGREEMENTS

The City, in order to spur economic development, housing and redevelopment will enter into private development and redevelopment agreements to encourage a developer to construct, expand, or improve new or existing properties and buildings or clean-up and redevelop blighted properties. The City has five private development agreements: three redevelopment and two housing that would be considered a tax abatement under GASB Statement 77 as of December 31, 2019.

The City issued these five agreements through the economic development vehicle known as tax increment financing whereby tax increment revenue is generated on the incremental increase in value above a base established on the date that the tax increment district is created. Per these agreements, the developer shall initially pay for the development property and any site improvements with the City reimbursing these expenses through the issuance of a tax increment revenue note payable solely from the tax increments generated from the project.

The City is authorized to create a tax increment financing plan under Minnesota Statute 469.175. Under this statute, the following criteria must be met:

- Proposed development or redevelopment would not reasonably be expected to occur solely through private investment within the reasonably foreseeable future;

- The increased market value of the site that could reasonably be expected to occur without the use of tax increment financing would be less than the increase in the market value estimated to result from the proposed development after subtracting the present value of the projected tax increments for the maximum duration of the district permitted by the plan. The requirements of this item do not apply if the district is a housing district;

NOTE 13 – TAX ABATEMENT AGREEMENTS (CONTINUED)

- The tax increment financing plan conforms to the general plan for the development or redevelopment of the municipality as a whole;

- The tax increment financing plan will afford maximum opportunity, consistent with the sound needs of the municipality as a whole, for the development or redevelopment of the project by private enterprise.

For the fiscal year ended December 31, 2019, the City abated property taxes totaling $366,691 related to the following:

- Housing Development: $20,700 abated towards a $711,000 Tax Increment Revenue Note issued in 2004 for the construction of a 31 unit townhome project. Final note payment date is February 2025 or sooner if the revenue note is retired.

- Redevelopment: $15,899 abated for a $238,491 Tax Increment Revenue note issued in 2007 for the construction of an office and warehouse building. Final note payment date is December 2028.

- Redevelopment: $166,782 abated towards a $3,000,000 Tax Increment Revenue note issued in 2015 for the construction of a 230 unit apartment building. Final note payment date is February 2038.

- Redevelopment: $48,811 abated for a $224,000 Tax Increment Revenue note issued in 2017 for a 48,325 square foot expansion of an office and warehouse building. Final note payment is February 2033.

- Housing: $114,499 abated towards a $500,000 Tax Increment Revenue note issued in 2017 for the construction of a 121 unit apartment building. Final note payment date is February 2022.

The outstanding principal balance as of December 31, 2019 for all of these agreements was $3,431,334.

This amount is not included in long-term debt because of the nature of these notes in that repayment is required only if sufficient tax increments are received. The City's position is that these are obligations to assign future and uncertain revenue sources and these obligations are not actual debt in substance.

NOTE 14 – INDUSTRIAL AND LEASE REVENUE BONDS

From time to time, the City has issued Industrial Revenue Bonds and Lease Revenue Bonds to provide financial assistance to private sector entities for the acquisition and construction of industrial and commercial facilities deemed to be in the public interest. The bonds are secured by the property financed and are payable solely from payments received on the underlying mortgage loans. Upon repayment of the bonds, ownership of the acquired facilities transfers to the private sector entity served by the bond issuance. Neither the City, the state of Minnesota, nor any political subdivision thereof is obligated in any manner for repayment of the bonds. Accordingly, the bonds are not reported as liabilities in the accompanying financial statements. As of December 31, 2019, there was one series of Industrial Revenue Bonds and one Lease Revenue Bond outstanding with aggregate principal amounts payable of $1,300,000 and $9,000,000 respectively.

NOTE 15 – COMMITMENTS AND CONTINGENCIES

A. Commitments for Construction

At December 31, 2019, the City is committed to various construction contracts for the improvement of city property. The City's remaining commitment under these contracts is $159,183. The City has resources available to cover these commitments.

B. Federal and State Revenue

Amounts received or receivable from federal and state agencies are subject to agency audit and adjustment. Any disallowed claims, including amounts already collected, may constitute a liability of the applicable funds. The amount, if any, of claims which may be disallowed by the grantor agencies cannot be determined at this time, although the City expects such amounts, if any, to be immaterial.

C. Legal Claims

The City has the usual and customary type of miscellaneous legal claims pending at year-end. Although the outcome of these lawsuits is not presently determinable, the City's management believes that the City will not incur any material monetary loss resulting from these claims. No loss has been recorded on the City's financial statements relating to these claims.

D. Tax Increment Districts

The City's tax increment districts are subject to review by the state of Minnesota Office of the State Auditor (OSA). Any disallowed claims or misuse of tax increments could become a liability of the applicable fund. Management has indicated that they are not aware of any instances of noncompliance which would have a material effect on the financial statements.

NOTE 16 – OPERATING LEASE

The City is the lessor of an operating lease. In February 2010, the City of Ramsey entered into a five-year agreement to lease approximately 2200 square feet of office space on the ground floor of the Ramsey Municipal Center to Anoka County for the operation of a license center. As part of the original lease, the tenant may extend the contract for three (3) five (5) year terms. Anoka County authorized a five (5) year extension in March 2020. The cost of the leased spaced is included in the total municipal center building cost of $12,856,588, of which $3,342,446 has been depreciated to date. These amounts are recorded in the City's capital assets. The City of Ramsey collected $49,318 in lease revenue for the fiscal year ended December 31, 2019. The following is an estimate of the future lease payments:

Year Ending December 31,		Lease Payments
2020	$	53,072
2021		56,326
2022		59,538
2023		63,060
2024		66,911
January 1 -June 30, 2025		34,464
Total	$	333,371

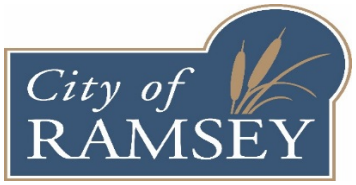
NOTE 16 – OPERATING LEASE (CONTINUED)

Lease payments may increase each year based on the increase in the Consumer Price Index – U.S. City Averages for ALL Urban Consumers as published by the Bureau of Labor Statistics of the United States Department of Labor for Urban Wage Earners and Clerical Workers for All Items (CPI-W).

NOTE 17 – SUBSEQUENT EVENTS – INVESTMENT FAIR VALUES

The City generally reports its investments at fair value based on standards described earlier in these notes. Subsequent to year end, the Novel Coronavirus (COVID – 19) pandemic has caused significant volatility in economic conditions, including substantial reductions in the quoted active-market prices of some investments. The City's portfolio consists primarily of shorter-term investments, many with guaranteed maturity values. The City does not expect any losses ultimately realized from this market decline to be material. However, the potential negative impact could be heightened if increased demand on City resources and/or a sustained economic downturn hampers the City's ability to hold such investments to maturity as planned. The potential future impact of these conditions on the fair value of the City's investment portfolio is not determinable at this time.

REQUIRED SUPPLEMENTARY INFORMATION



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CITY OF RAMSEY

PERA – General Employees Retirement Fund
Schedule of City's and Non-Employer Proportionate Share of Net Pension Liability

City Fiscal Year-End Date	PERA Fiscal Year-End Date (Measurement Date)	City's Proportion of the Net Pension Liability	City's Proportionate Share of the Net Pension Liability	City's Proportionate Share of the State of Minnesota's Proportionate Share of the Net Pension Liability	Proportionate Share of the Net Pension Liability and the City's Share of the State of Minnesota's Share of the Net Pension Liability	City's Covered Payroll	City's Proportionate Share of the Net Pension Liability as a Percentage of Covered Payroll	Plan Fiduciary Net Position as a Percentage of the Total Pension Liability
12/31/2015	06/30/2015	0.0508%	$ 2,632,720	$ –	$ 2,632,720	$ 2,984,866	88.20%	78.20%
12/31/2016	06/30/2016	0.0508%	$ 4,124,708	$ 53,908	$ 4,178,616	$ 3,154,867	130.74%	68.90%
12/31/2017	06/30/2017	0.0551%	$ 3,517,550	$ 44,220	$ 3,561,770	$ 3,550,067	99.08%	75.90%
12/31/2018	06/30/2018	0.0527%	$ 2,923,581	$ 95,848	$ 3,019,429	$ 3,542,360	82.53%	79.50%
12/31/2019	06/30/2019	0.0530%	$ 2,930,253	$ 91,163	$ 3,021,416	$ 3,752,320	78.09%	80.20%

PERA – General Employees Retirement Fund
Schedule of City Contributions

City Fiscal Year-End Date	Statutorily Required Contributions	Contributions in Relation to the Statutorily Required Contributions	Contribution Deficiency (Excess)	Covered Payroll	Contributions as a Percentage of Covered Payroll
12/31/2015	$ 238,004	$ 238,004	$ –	$ 3,173,387	7.50%
12/31/2016	$ 247,279	$ 247,279	$ –	$ 3,297,053	7.50%
12/31/2017	$ 261,117	$ 261,117	$ –	$ 3,481,560	7.50%
12/31/2018	$ 271,321	$ 271,321	$ –	$ 3,617,613	7.50%
12/31/2019	$ 293,639	$ 293,639	$ –	$ 3,915,187	7.50%

Note 1: The City implemented GASB Statement No. 68 in fiscal 2015. This information is not available for previous fiscal years. Aditional years' information will be displayed as it becomes available.

CITY OF RAMSEY

PERA – Public Employees Police and Fire Fund
Schedule of City's Proportionate Share of Net Pension Liability

City Fiscal Year-End Date	PERA Fiscal Year-End Date (Measurement Date)	City's Proportion of the Net Pension Liability	City's Proportionate Share of the Net Pension Liability	City's Covered Payroll	City's Proportionate Share of the Net Pension Liability as a Percentage of Covered Payroll	Plan Fiduciary Net Position as a Percentage of the Total Pension Liability
12/31/2015	06/30/2015	0.2090%	$ 2,374,729	$ 1,917,443	123.85%	86.60%
12/31/2016	06/30/2016	0.2080%	$ 8,347,402	$ 2,000,574	417.25%	63.90%
12/31/2017	06/30/2017	0.2190%	$ 2,956,761	$ 2,243,957	131.77%	85.40%
12/31/2018	06/30/2018	0.2161%	$ 2,303,404	$ 2,277,516	101.14%	88.80%
12/31/2019	06/30/2019	0.2331%	$ 2,481,585	$ 2,404,437	103.21%	89.30%

PERA – Public Employees Police and Fire Fund
Schedule of City Contributions

City Fiscal Year-End Date	Statutorily Required Contributions	Contributions in Relation to the Statutorily Required Contributions	Contribution Deficiency (Excess)	Covered Payroll	Contributions as a Percentage of Covered Payroll
12/31/2015	$ 326,419	$ 326,419	$ –	$ 2,014,315	16.20%
12/31/2016	$ 339,699	$ 339,699	$ –	$ 2,096,907	16.20%
12/31/2017	$ 357,524	$ 357,524	$ –	$ 2,206,938	16.20%
12/31/2018	$ 382,968	$ 382,968	$ –	$ 2,364,000	16.20%
12/31/2019	$ 433,917	$ 433,917	$ –	$ 2,559,982	16.95%

Note 1: The City implemented GASB Statement No. 68 in fiscal 2015. This information is not available for previous fiscal years. Aditional years' information will be displayed as it becomes available.

CITY OF RAMSEY

Other Post-Employment Benefits Plan
Schedule of Changes in the City's Total
OPEB Liability and Related Ratios

	2019	2018
Total OPEB liability		
Service cost	$ 74,389	$ 40,892
Interest	24,695	22,858
Changes of assumptions	(41,435)	19,347
Benefit payments	(3,476)	(3,349)
Net change in total OPEB liability	54,173	79,748
Total OPEB liability – beginning of year	645,239	565,491
Total OPEB liability – end of year	$ 699,412	$ 645,239
Covered payroll	$ 5,600,000	$ 5,400,000
Total OPEB liability as a percentage of covered payroll	12.49%	11.95%

Note 1: **Changes in Actuarial Assumptions**. (1) 2019 Changes - The discount rate was changed from 3.44 percent to 4.09 percent. (2) 2018 Changes - The discount rate was changed from 4.50 percent to 3.44 percent.

Note 2: The City implemented GASB Statement No. 75 in fiscal 2018. This information is not available for previous fiscal years. Additional years' information will be displayed as it becomes available.

PERA – GENERAL EMPLOYEES RETIREMENT FUND

2019 CHANGES IN ACTUARIAL ASSUMPTIONS

- The mortality projection scale was changed from MP-2017 to MP-2018.

2019 CHANGES IN PLAN PROVISIONS

- The employer supplemental contribution was changed prospectively, decreasing from $31.0 million to $21.0 million per year. The state's special funding contribution was changed prospectively, requiring $16.0 million due per year through 2031.

2018 CHANGES IN ACTUARIAL ASSUMPTIONS

- The mortality projection scale was changed from MP-2015 to MP-2017.

- The assumed benefit increase was changed from 1.00 percent per year through 2044, and 2.50 percent per year thereafter, to 1.25 percent per year.

2018 CHANGES IN PLAN PROVISIONS

- The augmentation adjustment in early retirement factors is eliminated over a five-year period starting July 1, 2019, resulting in actuarial equivalence after June 30, 2024.

- Interest credited on member contributions decreased from 4.00 percent to 3.00 percent, beginning July 1, 2018.

- Deferred augmentation was changed to zero percent, effective January 1, 2019. Augmentation that has already accrued for deferred members will still apply.

- Contribution stabilizer provisions were repealed.

- Post-retirement benefit increases were changed from 1.00 percent per year with a provision to increase to 2.50 percent upon attainment of 90.00 percent funding ratio to 50.00 percent of the Social Security Cost of Living Adjustment, not less than 1.00 percent and not more than 1.50 percent, beginning January 1, 2019.

- For retirements on or after January 1, 2024, the first benefit increase is delayed until the retiree reaches normal retirement age; does not apply to Rule of 90 retirees, disability benefit recipients, or survivors.

- Actuarial equivalent factors were updated to reflect revised mortality and interest assumptions.

PERA – GENERAL EMPLOYEES RETIREMENT FUND (CONTINUED)

2017 CHANGES IN ACTUARIAL ASSUMPTIONS

- The Combined Service Annuity (CSA) loads were changed from 0.80 percent for active members and 60.00 percent for vested and nonvested deferred members. The revised CSA loads are now zero percent for active member liability, 15.00 percent for vested deferred member liability, and 3.00 percent for nonvested deferred member liability.

- The assumed post-retirement benefit increase rate was changed from 1.00 percent per year for all years, to 1.00 percent per year through 2044, and 2.50 percent per year thereafter.

2017 CHANGES IN PLAN PROVISIONS

- The state's contribution for the Minneapolis Employees Retirement Fund equals $16.0 million in 2017 and 2018, and $6.0 million thereafter.

- The Employer Supplemental Contribution for the Minneapolis Employees Retirement Fund changed from $21.0 million to $31.0 million in calendar years 2019 to 2031. The state's contribution changed from $16.0 million to $6.0 million in calendar years 2019 to 2031.

2016 CHANGES IN ACTUARIAL ASSUMPTIONS

- The assumed post-retirement benefit increase rate was changed from 1.00 percent per year through 2035 and 2.50 percent per year thereafter, to 1.00 percent per year for all years.

- The assumed investment return was changed from 7.90 percent to 7.50 percent. The single discount rate changed from 7.90 percent to 7.50 percent.

- Other assumptions were changed pursuant to the experience study June 30, 2015. The assumed future salary increases, payroll growth, and inflation were decreased by 0.25 percent to 3.25 percent for payroll growth, and 2.50 percent for inflation.

2015 CHANGES IN ACTUARIAL ASSUMPTIONS

- The assumed post-retirement benefit increase rate was changed from 1.00 percent per year through 2030 and 2.50 percent per year thereafter, to 1.00 percent per year through 2035, and 2.50 percent per year thereafter.

2015 CHANGES IN PLAN PROVISIONS

- On January 1, 2015, the Minneapolis Employees Retirement Fund was merged into the General Employees Fund, which increased the total pension liability by $1.1 billion and increased the fiduciary plan net position by $892.0 million. Upon consolidation, state and employer contributions were revised; the state's contribution of $6.0 million, which meets the special funding situation definition, was due September 2015.

PERA – PUBLIC EMPLOYEES POLICE AND FIRE FUND

2019 CHANGES IN ACTUARIAL ASSUMPTIONS

- The mortality projection scale was changed from MP-2017 to MP-2018.

2018 CHANGES IN ACTUARIAL ASSUMPTIONS

- The mortality projection scale was changed from MP-2016 to MP-2017.

2018 CHANGES IN PLAN PROVISIONS

- Post-retirement benefit increases were changed to 1.00 percent for all years, with no trigger.
- An end date of July 1, 2048 was added to the existing $9.0 million state contribution.
- New annual state aid will equal $4.5 million in fiscal years 2019 and 2020, and $9.0 million thereafter, until the plan reaches 100.00 percent funding, or July 1, 2048, if earlier.
- Member contributions were changed from 10.80 percent to 11.30 percent of pay, effective January 1, 2019, and 11.80 percent of pay, effective January 1, 2020.
- Employer contributions were changed from 16.20 percent to 16.95 percent of pay, effective January 1, 2019, and 17.70 percent of pay, effective January 1, 2020.
- Interest credited on member contributions decreased from 4.00 percent to 3.00 percent, beginning July 1, 2018.
- Deferred augmentation was changed to zero percent, effective January 1, 2019. Augmentation that has already accrued for deferred members will still apply.
- Actuarial equivalent factors were updated to reflect revised mortality and interest assumptions.

PERA – PUBLIC EMPLOYEES POLICE AND FIRE FUND (CONTINUED)

2017 CHANGES IN ACTUARIAL ASSUMPTIONS

- Assumed salary increases were changed as recommended in the June 30, 2016 experience study. The net effect is proposed rates that average 0.34 percent lower than the previous rates.

- Assumed rates of retirement were changed, resulting in fewer retirements.

- The CSA load was 30.00 percent for vested and nonvested deferred members. The CSA has been changed to 33.00 percent for vested members, and 2.00 percent for nonvested members.

- The base mortality table for healthy annuitants was changed from the RP-2000 Fully Generational Table to the RP-2014 Fully Generational Table (with a base year of 2006), with male rates adjusted by a factor of 0.96. The mortality improvement scale was changed from Scale AA to Scale MP-2016. The base mortality table for disabled annuitants was changed from the RP-2000 Disabled Mortality Table to the mortality tables assumed for healthy retirees.

- Assumed termination rates were decreased to 3.00 percent for the first three years of service. Rates beyond the select period of three years were adjusted, resulting in more expected terminations overall.

- Assumed percentage of married female members was decreased from 65.00 percent to 60.00 percent.

- Assumed age difference was changed from separate assumptions for male members (wives assumed to be three years younger) and female members (husbands assumed to be four years older) to the assumption that males are two years older than females.

- The assumed percentage of female members electing joint and survivor annuities was increased.

- The assumed post-retirement benefit increase rate was changed from 1.00 percent for all years, to 1.00 percent per year through 2064, and 2.50 percent thereafter.

- The single discount rate was changed from 5.60 percent per annum to 7.50 percent per annum.

PERA – PUBLIC EMPLOYEES POLICE AND FIRE FUND (CONTINUED)

2016 CHANGES IN ACTUARIAL ASSUMPTIONS

- The assumed post-retirement benefit increase rate was changed from 1.00 percent per year through 2037, and 2.50 percent per year thereafter, to 1.00 percent per year for all future years.
- The assumed investment return was changed from 7.90 percent to 7.50 percent.
- The single discount rate changed from 7.90 percent to 5.60 percent.
- The assumed future salary increases, payroll growth, and inflation were decreased by 0.25 percent to 3.25 percent for payroll growth, and 2.50 percent for inflation.

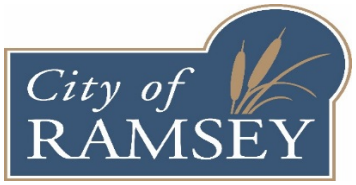
2015 CHANGES IN ACTUARIAL ASSUMPTIONS

- The assumed post-retirement benefit increase rate was changed from 1.00 percent per year through 2030, and 2.50 percent per year thereafter, to 1.00 percent per year through 2037, and 2.50 percent per year thereafter.

2015 CHANGES IN PLAN PROVISIONS

- The post-retirement benefit increase to be paid after attainment of the 90.00 percent funding threshold was changed from inflation up to 2.50 percent, to a fixed rate of 2.50 percent.

COMBINING AND INDIVIDUAL FUND STATEMENTS AND SCHEDULES



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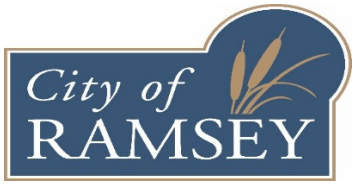
CITY OF RAMSEY

Nonmajor Governmental Funds
Combining Balance Sheet
December 31, 2019

	Special Revenue	Debt Service	Capital Project	Totals
Assets				
Cash and temporary investments	$ 2,908,166	$ 1,433,802	$ 10,752,419	$ 15,094,387
Receivables				
Unremitted taxes	948	16,137	–	17,085
Delinquent taxes	1,131	17,142	–	18,273
Unremitted special assessments	–	861	508	1,369
Delinquent special assessments	–	653	4	657
Deferred special assessments	–	411,416	71,385	482,801
Accounts	17,776	–	52,358	70,134
Notes	94,640	–	–	94,640
Due from other funds	30,000	–	–	30,000
Prepaids	1,801	–	–	1,801
Total assets	$ 3,054,462	$ 1,880,011	$ 10,876,674	$ 15,811,147
Liabilities				
Accounts and contracts payable	$ 7,544	$ –	$ 3,351	$ 10,895
Unearned revenue	–	–	21,672	21,672
Total liabilities	7,544	–	25,023	32,567
Deferred inflows of resources				
Unavailable revenue - property taxes	1,131	17,142	–	18,273
Unavailable revenue - special assessments	–	412,069	71,389	483,458
Unavailable revenue - notes receivable	94,640	–	–	94,640
Total deferred inflows of resources	95,771	429,211	71,389	596,371
Fund balances				
Nonspendable	1,801	–	–	1,801
Restricted	1,765,084	1,450,800	1,907,396	5,123,280
Committed	1,184,262	–	–	1,184,262
Assigned	–	–	8,872,866	8,872,866
Total fund balance	2,951,147	1,450,800	10,780,262	15,182,209
Total liabilities, deferred inflows of resources, and fund balances	$ 3,054,462	$ 1,880,011	$ 10,876,674	$ 15,811,147



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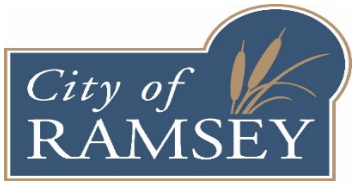
CITY OF RAMSEY

Nonmajor Governmental Funds
Combining Statement of Revenue, Expenditures, and Changes in Fund Balances
Year Ended December 31, 2019

	Special Revenue	Debt Service	Capital Project	Totals
Revenue				
Property taxes	$ 99,855	$ 1,750,212	$ –	$ 1,850,067
Special assessments	–	101,085	351,173	452,258
Intergovernmental revenue	21,196	487,846	265,698	774,740
Charges for services	–	–	1,102,405	1,102,405
Other revenue				
Investment earnings	102,512	71,438	299,770	473,720
Miscellaneous	549,309	106	193,443	742,858
Total revenue	772,872	2,410,687	2,212,489	5,396,048
Expenditures				
Current				
General government	127,577	–	104,157	231,734
Public safety	115,575	–	–	115,575
Highways and streets	–	–	82,259	82,259
Culture and recreation	–	–	14,815	14,815
Capital outlay	29,592	–	164,254	193,846
Debt service				
Principal retirement	–	1,920,000	–	1,920,000
Interest and fiscal charges	–	702,518	–	702,518
Total expenditures	272,744	2,622,518	365,485	3,260,747
Excess (deficiency) of revenue over expenditures	500,128	(211,831)	1,847,004	2,135,301
Other financing sources (uses)				
Proceeds on sale of capital assets	8,428	–	–	8,428
Transfers in	–	12,499	172,745	185,244
Transfers (out)	(821,896)	–	(570,853)	(1,392,749)
Total other financing sources (uses)	(813,468)	12,499	(398,108)	(1,199,077)
Net change in fund balances	(313,340)	(199,332)	1,448,896	936,224
Fund balances				
Beginning of year	3,264,487	1,650,132	9,331,366	14,245,985
End of year	$ 2,951,147	$ 1,450,800	$ 10,780,262	$ 15,182,209



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NONMAJOR SPECIAL REVENUE FUNDS

Nonmajor Special Revenue Funds are used to account for revenue derived from specific revenue sources that are legally restricted or committed to expenditures for specific purposes.

Revolving Loan Fund – used to account for loans authorized by the City to prospective private businesses in accordance with Chapter 469 of the Minnesota Statutes.

Future Sealcoating Fund – used to account for contributions from developers/owners for sealcoating. The city is no longer collecting contributions from developers/owners as per a change in city policy.

Lawful Gambling Fund – used to account for lawful gambling revenues received by the City as authorized by Minnesota State Statutes Chapter 349.

Peace Officers Fund – used to account for post-board reimbursement and other restricted revenues which must be used exclusively for in-service training and other expenditures as specified.

Developer's Fees Fund – used to account for demand fees that will be used for storm water management.

General Govt Special Projects Fund – used to account for resources accumulated and expenditures related to special General Government projects.

Economic Development Authority Fund – used to account for revenues and expenditures associated with economic development activities within the City.

CITY OF RAMSEY

Nonmajor Special Revenue Funds
Combining Balance Sheet
December 31, 2019

	Revolving Loan	Future Sealcoating	Lawful Gambling	Peace Officers
Assets				
Cash and temporary investments	$ 250,036	$ –	$ 319,322	$ 41,160
Receivables				
Unremitted taxes	–	–	–	–
Delinquent taxes	–	–	–	–
Accounts	–	–	17,776	–
Notes	94,640	–	–	–
Due from other funds	–	–	–	–
Prepaids	–	–	–	–
Total assets	$ 344,676	$ –	$ 337,098	$ 41,160
Liabilities				
Accounts and contracts payable	$ –	$ –	$ 5,000	$ 2,544
Deferred inflows of resources				
Unavailable revenue - property taxes	–	–	–	–
Unavailable revenue - notes receivable	94,640	–	–	–
Total deferred inflows of resources	94,640	–	–	–
Fund balances				
Nonspendable	–	–	–	–
Restricted	–	–	332,098	38,616
Committed	250,036	–	–	–
Total fund balances	250,036	–	332,098	38,616
Total liabilities, deferred inflows of resources, and fund balances	$ 344,676	$ –	$ 337,098	$ 41,160

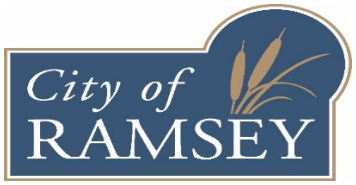
Developer's Fees	General Govt Special Projects	Economic Development Authority	Totals
$ 796,058	$ 138,168	$ 1,363,422	$ 2,908,166
–	–	948	948
–	–	1,131	1,131
–	–	–	17,776
–	–	–	94,640
–	–	30,000	30,000
–	–	1,801	1,801
$ 796,058	$ 138,168	$ 1,397,302	$ 3,054,462
$ –	$ –	$ –	$ 7,544
–	–	1,131	1,131
–	–	–	94,640
–	–	1,131	95,771
–	–	1,801	1,801
–	–	1,394,370	1,765,084
796,058	138,168	–	1,184,262
796,058	138,168	1,396,171	2,951,147
$ 796,058	$ 138,168	$ 1,397,302	$ 3,054,462

CITY OF RAMSEY

Nonmajor Special Revenue Funds
Combining Statement of Revenue, Expenditures, and Changes in Fund Balances
Year Ended December 31, 2019

	Revolving Loan	Future Sealcoating	Lawful Gambling	Peace Officers
Revenue				
Property taxes	$ –	$ –	$ –	$ –
Intergovernmental revenue	–	–	–	21,196
Other revenue				
Investment earnings	8,228	–	9,322	2,117
Miscellaneous	8,287	–	97,342	46,807
Total revenue	16,515	–	106,664	70,120
Expenditures				
Current				
General government	–	–	20,000	–
Public Safety	–	–	–	115,575
Capital outlay	–	–	–	29,592
Total expenditures	–	–	20,000	145,167
Excess (deficiency) of revenue over expenditures	16,515	–	86,664	(75,047)
Other financing sources (uses)				
Proceeds on sale of capital assets	–	–	–	–
Transfers (out)	–	(95,402)	–	–
Total other financing sources (uses)	–	(95,402)	–	–
Net change in fund balances	16,515	(95,402)	86,664	(75,047)
Fund balances				
Beginning of year	233,521	95,402	245,434	113,663
End of year	$ 250,036	$ –	$ 332,098	$ 38,616

Developer's Fees	General Govt Special Projects	Economic Development Authority	Totals
$ –	$ –	$ 99,855	$ 99,855
–	–	–	21,196
41,897	5,920	35,028	102,512
288,306	61,595	46,972	549,309
330,203	67,515	181,855	772,872
–	47,947	59,630	127,577
–	–	–	115,575
–	–	–	29,592
–	47,947	59,630	272,744
330,203	19,568	122,225	500,128
–	8,428	–	8,428
(639,494)	(87,000)	–	(821,896)
(639,494)	(78,572)	–	(813,468)
(309,291)	(59,004)	122,225	(313,340)
1,105,349	197,172	1,273,946	3,264,487
$ 796,058	$ 138,168	$ 1,396,171	$ 2,951,147



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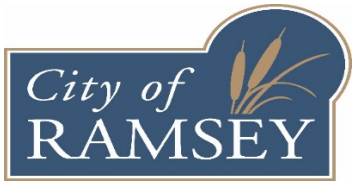
CITY OF RAMSEY

Schedule of Revenue, Expenditures, and Changes in Fund Balances
Economic Development Authority – Budget and Actual
Year Ended December 31, 2019

	Budgeted Amounts			Over (Under)
	Original	Final	Actual	Final Budget
Revenue				
Property taxes	$ 101,663	$ 101,663	$ 99,855	$ (1,808)
Other revenue				
Investment earnings	7,500	7,500	35,028	27,528
Miscellaneous	–	–	46,972	46,972
Total revenue	109,163	109,163	181,855	72,692
Expenditures				
Current				
General government	109,163	109,163	59,630	(49,533)
Net change in fund balances	$ –	$ –	122,225	$ 122,225
Fund balances				
Beginning of year			1,273,946	
End of year			$ 1,396,171	



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NONMAJOR DEBT SERVICE FUNDS

Nonmajor Debt Service Funds are used to account for the accumulation of resources used for the payment of principal and interest on long term debt.

2011B Refund GO Improvement Bonds – In 2011, $3,090,000 Series 2011B Improvement Crossover Refunding bonds were issued to refund the 2005B Series AUAR roadway bonds that were called on December 15, 2014.

2009A State Aid Road Bond – The $1,340,000 General Obligation Tax State Aid Road Bond is to finance the construction of Sunfish Lake Boulevard.

2012A GO Refund Improvement Bond – The Series 2012A $16,875,000 General Obligation Capital Improvement Plan Bond was issued to refund the The 2005A Public Project Lease Revenue Bond that was issued to finance the construction of the city's municipal center.

2013A Capital Equipment Certificates – The Series 2013A $635,000 General Obligation Capital Equipment Certificate of Indebtedness is to finance the acquisition of capital equipment.

2014A Capital Equipment Certificates – The Series 2014A $875,000 General Obligation Capital Equipment Certificate of Indebtedness is to finance the acquisition of capital equipment.

2015A GO Capital Improvement Bond – The $3,880,000 General Obligation Capital Improvement Bond is to finance the construction of the city's Fire Station #2.

2015B GO Street Reconstruction Bond – The $1,205,000 General Obligation Street Reconstruction Bonds is to finance the reconstruction of Garnet Street and 168th Avenue.

2016A GO Street Reconstruction Bond – The $1,650,000 General Obligation Street Reconstruction Bonds is to finance the reconstruction of Andrie Street and 164th Lane.

2017A GO Street Reconstruction Bond – The $895,000 General Obligation Street Reconstruction Bonds is to finance the reconstruction of Alpine Drive and Sunwood Drive.

2018A GO Street Reconstruction Bond – The $1,175,000 General Obligation Street Reconstruction Bond is to finance the reconstruction of Riversbend Avenue and Stanhope Terrace.

CITY OF RAMSEY

Nonmajor Debt Service Funds
Combining Balance Sheet
December 31, 2019

	2011B Refund G.O. Improvement Bonds	2009A State Aid Road Bond	2012A GO Refund Improvement Bond	2013A Capital Equipment Certificates
Assets				
Cash and temporary investments	$ 190,508	$ 93,140	$ 761,974	$ 34,009
Receivables				
Unremitted taxes	–	–	10,439	710
Delinquent taxes	–	–	11,089	754
Unremitted special assessments	–	–	–	–
Delinquent special assessments	–	–	–	–
Deferred special assessments	–	–	–	–
Total assets	$ 190,508	$ 93,140	$ 783,502	$ 35,473
Deferred inflows of resources				
Unavailable revenue - property taxes	$ –	$ –	$ 11,089	$ 754
Unavailable revenue - special assessments	–	–	–	–
Total deferred inflows of resources	–	–	11,089	754
Fund balances				
Restricted	190,508	93,140	772,413	34,719
Total deferred inflows of resources and fund balances	$ 190,508	$ 93,140	$ 783,502	$ 35,473

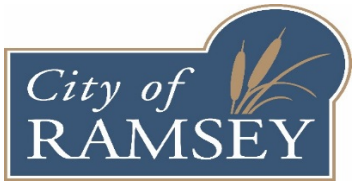
2014A Capital Equipment Certificates	2015A GO Capital Improvement Bond	2015B GO Street Reconstruction Bond	2016A GO Street Reconstruction Bond	2017A GO Street Reconstruction Bond	2018A GO Street Reconstruction Bond	Totals
$ 20,582	$ 70,584	$ 80,489	$ 84,571	$ 9,576	$ 88,369	$ 1,433,802
926	1,888	524	712	428	510	16,137
984	2,006	557	756	454	542	17,142
–	–	49	17	592	203	861
–	–	40	431	–	182	653
–	–	53,915	191,795	36,556	129,150	411,416
$ 22,492	$ 74,478	$ 135,574	$ 278,282	$ 47,606	$ 218,956	$ 1,880,011
$ 984	$ 2,006	$ 557	$ 756	$ 454	$ 542	$ 17,142
–	–	53,955	192,226	36,557	129,331	412,069
984	2,006	54,512	192,982	37,011	129,873	429,211
21,508	72,472	81,062	85,300	10,595	89,083	1,450,800
$ 22,492	$ 74,478	$ 135,574	$ 278,282	$ 47,606	$ 218,956	$ 1,880,011

CITY OF RAMSEY

Nonmajor Debt Service Funds
Combining Statement of Revenue, Expenditures, and Changes in Fund Balances
Year Ended December 31, 2019

	2011B Refund G.O. Improvement Bonds	2009A State Aid Road Bond	2012A GO Refund Improvement Bond	2013A Capital Equiptment Certificates
Revenue				
Property taxes	$ –	$ –	$ 1,132,212	$ 77,010
Special assessments	–	–	–	–
Intergovernmental revenue	338,511	149,335	–	–
Other revenue				
Investment earnings	14,235	3,105	30,419	771
Miscellaneous	–	–	–	–
Total revenue	352,746	152,440	1,162,631	77,781
Expenditures				
Debt service				
Principal retirement	275,000	145,000	720,000	65,000
Interest and fiscal charges	47,753	3,263	417,033	9,503
Total expenditures	322,753	148,263	1,137,033	74,503
Excess (deficiency) of revenues over expenditures	29,993	4,177	25,598	3,278
Other financing sources (uses)				
Transfers in	–	–	–	–
Net change in fund balances	29,993	4,177	25,598	3,278
Fund balances				
Beginning of year	160,515	88,963	746,815	31,441
End of year	$ 190,508	$ 93,140	$ 772,413	$ 34,719

2014A Capital Equipment Certificates	2015A GO Capital Improvement Bond	2015B GO Street Reconstruction Bond	2016A GO Street Reconstruction Bond	2017A GO Street Reconstruction Bond	2018A GO Street Reconstruction Bond	Totals
$ 100,462	$ 204,775	$ 56,881	$ 77,185	$ 46,380	$ 55,307	$ 1,750,212
–	–	12,627	41,559	6,461	40,438	101,085
–	–	–	–	–	–	487,846
1,198	4,381	4,681	5,757	2,056	4,835	71,438
–	–	10	33	44	19	106
101,660	209,156	74,199	124,534	54,941	100,599	2,410,687
85,000	170,000	115,000	165,000	85,000	95,000	1,920,000
12,045	100,208	18,845	27,895	15,532	50,441	702,518
97,045	270,208	133,845	192,895	100,532	145,441	2,622,518
4,615	(61,052)	(59,646)	(68,361)	(45,591)	(44,842)	(211,831)
–	12,499	–	–	–	–	12,499
4,615	(48,553)	(59,646)	(68,361)	(45,591)	(44,842)	(199,332)
16,893	121,025	140,708	153,661	56,186	133,925	1,650,132
$ 21,508	$ 72,472	$ 81,062	$ 85,300	$ 10,595	$ 89,083	$ 1,450,800



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NONMAJOR CAPITAL PROJECTS FUNDS

Nonmajor Capital Projects Funds are used to account for financial resources to be used for the acquisition or construction of major capital facilities.

State-Aid Construction Fund – used to account for state-aid allotments used by the City for improvement projects to thoroughfare roads within the City.

Revolving Acquisition Loan Fund (RALF) Funded Projects Fund – This fund is used to account for resources and expenditures related to the purchase of property for future state road development.

Trott Brook Cemetery Perpetual Care Fund – used to account for perpetual care fees collected on the sale of cemetery plots in Trott Brook Cemetery.

Park Improvement Fund – used to account for all park dedication fees to be used for land acquisition and park development.

Parking Ramp Maintenance Fund – used to account for all expenditures that the City incurs to operate, maintain, and repair the parking ramp with costs to be allocated to the affected users.

Sunwood Drive Realignment Fund – used to account for all costs that are associated with the realignment of Sunwood Drive within The COR.

Puma/Bunker Street Improvement Fund – used to account for the resources used to finance the construction of Puma Street and Bunker Lake Boulevard near the City's new business park.

Landfill Fund – Used to account for certain landfill-related revenue, the expenditures the City may incur in relation to the landfill, and any other expenditures for improvements providing a benefit to the entire city. The fund does not present a potential liability for landfill closure and post closure care costs as defined by GASB Statement No. 18 as the landfill is not owned by the City.

Equipment Revolving Fund – used to account for resources to finance the replacement of city equipment, vehicles, and/or building facilities.

Fire Station #2 Fund – used to account for the resources used to finance the construction of the city's second fire station.

CITY OF RAMSEY

Nonmajor Capital Project Funds
Combining Balance Sheet
December 31, 2019

	State-Aid Construction	RALF Funded Projects	Trott Brook Cemetery Perpetual Care	Park Improvement	Parking Ramp Maintenance
Assets					
Cash and temporary investments	$ 1,907,396	$ 420,476	$ 63,900	$ 4,682,220	$ 8,185
Receivables					
Unremitted special assessments	–	–	–	–	–
Delinquent special assessments	–	–	–	–	–
Deferred special assessments	–	–	–	–	–
Accounts	–	752	–	–	51,606
Total assets	$ 1,907,396	$ 421,228	$ 63,900	$ 4,682,220	$ 59,791
Liabilities					
Accounts and contracts payable	$ –	$ 2,967	$ –	$ –	$ 384
Unearned revenue	–	21,672	–	–	–
Total liabilities	–	24,639	–	–	384
Deferred inflows of resources					
Unavailable revenue - special assessments	–	–	–	–	–
Fund balances					
Restricted	1,907,396	–	–	–	–
Assigned	–	396,589	63,900	4,682,220	59,407
Total fund balances	1,907,396	396,589	63,900	4,682,220	59,407
Total liabilities, deferred inflows of resources, and fund balances	$ 1,907,396	$ 421,228	$ 63,900	$ 4,682,220	$ 59,791

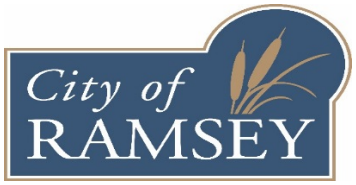
Sunwood Drive Realignment	Puma/Bunker Street Improvement	Landfill	Equipment Revolving	Fire Station #2	Totals
$ 310,509	$ 363,571	$ 2,200,312	$ 795,850	$ –	$ 10,752,419
–	508	–	–	–	508
–	4	–	–	–	4
–	71,385	–	–	–	71,385
–	–	–	–	–	52,358
$ 310,509	$ 435,468	$ 2,200,312	$ 795,850	$ –	$ 10,876,674
$ –	$ –	$ –	$ –	$ –	$ 3,351
–	–	–	–	–	21,672
–	–	–	–	–	25,023
–	71,389	–	–	–	71,389
–	–	–	–	–	1,907,396
310,509	364,079	2,200,312	795,850	–	8,872,866
310,509	364,079	2,200,312	795,850	–	10,780,262
$ 310,509	$ 435,468	$ 2,200,312	$ 795,850	$ –	$ 10,876,674

CITY OF RAMSEY

Nonmajor Capital Project Funds
Combining Statement of Revenue, Expenditures, and Changes in Fund Balances
Year Ended December 31, 2019

	State-Aid Construction	RALF Funded Projects	Trott Brook Cemetery Perpetual Care	Park Improvement	Parking Ramp Maintenance
Revenue					
Special assessments	$ –	$ –	$ –	$ –	$ –
Intergovernmental revenue	265,698	–	–	–	–
Charges for services	–	188,383	–	914,022	–
Other revenue					
Investment earnings	61,789	–	2,131	122,064	284
Miscellaneous	79	–	2,600	–	113,606
Total revenue	327,566	188,383	4,731	1,036,086	113,890
Expenditures					
Current					
General government	–	–	–	–	103,377
Highways and streets	–	82,259	–	–	–
Culture and recreation	–	–	–	14,815	–
Capital outlay	50,929	–	–	35,205	24,917
Total expenditures	50,929	82,259	–	50,020	128,294
Excess (deficiency) of revenue over expenditures	276,637	106,124	4,731	986,066	(14,404)
Other financing sources (uses)					
Transfers in	–	–	–	–	–
Transfers (out)	–	–	–	–	–
Total other financing sources (uses)	–	–	–	–	–
Net change in fund balances	276,637	106,124	4,731	986,066	(14,404)
Fund balances					
Beginning of year	1,630,759	290,465	59,169	3,696,154	73,811
End of year	$ 1,907,396	$ 396,589	$ 63,900	$ 4,682,220	$ 59,407

Sunwood Drive Realignment	Puma/Bunker Street Improvement	Landfill	Equipment Revolving	Fire Station #2	Totals
$ –	$ 351,173	$ –	$ –	$ –	$ 351,173
–	–	–	–	–	265,698
–	–	–	–	–	1,102,405
–	–	73,624	39,878	–	299,770
46,971	10,187	–	20,000	–	193,443
46,971	361,360	73,624	59,878	–	2,212,489
–	–	–	–	780	104,157
–	–	–	–	–	82,259
–	–	–	–	–	14,815
–	10,422	–	42,781	–	164,254
–	10,422	–	42,781	780	365,485
46,971	350,938	73,624	17,097	(780)	1,847,004
–	–	–	172,745	–	172,745
–	–	–	(558,354)	(12,499)	(570,853)
–	–	–	(385,609)	(12,499)	(398,108)
46,971	350,938	73,624	(368,512)	(13,279)	1,448,896
263,538	13,141	2,126,688	1,164,362	13,279	9,331,366
$ 310,509	$ 364,079	$ 2,200,312	$ 795,850	$ –	$ 10,780,262



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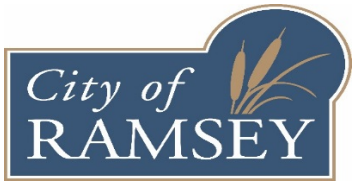
STATISTICAL SECTION (UNAUDITED)



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STATISTICAL SECTION

This part of the City of Ramsey's comprehensive annual financial report presents detailed information as a context for understanding what the information in the financial statements, note disclosures, and required supplementary information says about the government's overall financial health.

Contents

	Page
Financial Trends These schedules contain trend information to help the reader understand how the government's financial performance and well-being have changed over time.	134-139
Revenue Capacity These schedules contain information to help the reader assess the government's most significant local revenue source, the property tax.	140-143
Debt Capacity These schedules present information to help the reader assess the affordability of the government's current levels of outstanding debt and the government's ability to issue additional debt in the future.	144-147
Demographic and Economic Information These schedules offer demographic and economic indicators to help the reader understand the environment within which the government's financial activities take place.	148-149
Operating Information These schedules contain service and infrastructure data to help the reader understand how the information in the government's financial report relates to the services the government provides and the activities it performs.	150-152

Sources: Unless otherwise noted, the information in these schedules is derived from the comprehensive annual financial reports for the relevant year.

City of Ramsey
Net Position by Component
Last Ten Fiscal Years
(accrual basis of accounting)

	Fiscal Year									
	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
Governmental activities										
Net investment in capital assets	$ 38,466,812	$ 39,794,321	$ 41,998,822	$ 40,374,256	$ 41,657,601	$ 41,216,689	$ 42,170,710	$ 42,129,791	$ 43,551,135	$ 44,658,317
Restricted	21,604,295	22,103,948	14,632,006	16,128,452	15,273,582	18,430,141	18,323,930	19,679,434	20,935,216	21,006,537
Unrestricted	14,450,911	14,433,838	7,298,825	8,107,485	8,120,953	13,292,971	13,832,461	13,559,175	15,666,889	16,759,261
Total governmental activities net position	$ 74,522,018	$ 76,332,107	$ 63,929,653	$ 64,610,193	$ 65,052,136	$ 72,939,801	$ 74,327,101	$ 75,368,400	$ 80,153,240	$ 82,424,115
Business-type activities										
Net investment in capital assets	$ 52,500,049	$ 51,748,092	$ 50,843,868	$ 50,494,576	$ 50,427,367	$ 49,340,145	$ 51,959,594	$ 53,855,285	$ 53,653,338	$ 55,575,211
Unrestricted	22,845,759	23,764,060	27,486,732	28,969,730	30,915,832	34,206,676	35,953,541	38,306,851	43,024,292	46,993,793
Total business-type activities net position	$ 75,345,808	$ 75,512,152	$ 78,330,600	$ 79,464,306	$ 81,343,199	$ 83,546,821	$ 87,913,135	$ 92,162,136	$ 96,677,630	$ 102,569,004
Total government										
Net investment in capital assets	$ 90,966,861	$ 91,542,413	$ 92,842,690	$ 90,868,832	$ 92,084,968	$ 90,556,834	$ 94,130,304	$ 95,985,076	$ 97,204,473	$ 100,233,528
Restricted	21,604,295	22,103,948	14,632,006	16,128,452	15,273,582	18,430,141	18,323,930	19,679,434	20,935,216	21,006,537
Unrestricted	37,296,670	38,197,898	34,785,557	37,077,215	39,036,785	47,499,647	49,786,002	51,866,026	58,691,181	63,753,054
Total government net position	$ 149,867,826	$ 151,844,259	$ 142,260,253	$ 144,074,499	$ 146,395,335	$ 156,486,622	$ 162,240,236	$ 167,530,536	$ 176,830,870	$ 184,993,119

Note 1: The City implemented GASB Statement No. 68 in fiscal 2015, recording a change in accounting principle that decreased unrestricted net position. Prior year balances are not restated.

Note 2: The City reported a prior period adjustment in fiscal 2016 that increased the net investment in capital assets. Prior year balances are not restated.

City of Ramsey
Changes in Net Position
Last Ten Fiscal Years
(accrual basis of accounting)

	Fiscal Year									
	2010	**2011**	**2012**	**2013**	**2014**	**2015**	**2016**	**2017**	**2018**	**2019**
Expenses										
Governmental activities:										
General government	$ 4,998,807	$ 5,559,732	$ 18,976,842	$ 3,735,657	$ 4,087,755	$ 4,075,505	$ 4,528,920	$ 4,992,809	$ 5,078,516	$ 5,139,352
Public safety	4,153,361	4,307,045	4,218,066	4,074,688	4,079,362	4,349,763	5,875,567	5,782,563	5,167,897	5,844,265
Highways and streets	5,791,896	6,129,272	5,659,428	5,215,260	4,263,552	3,197,571	3,826,143	4,254,234	4,191,395	4,442,720
Culture and recreation	1,048,690	1,267,292	1,216,583	1,415,736	1,422,810	1,867,274	1,931,537	2,384,845	1,751,345	1,756,810
Interest and fiscal charges	1,316,893	1,302,228	2,555,567	1,220,471	1,168,513	983,379	890,305	952,965	883,292	845,651
Total governmental activities expenses	17,309,647	18,565,569	32,626,486	15,661,812	15,021,992	14,473,492	17,052,472	18,367,416	17,072,445	18,028,798
Business-type activities:										
Water utility	1,295,721	1,358,050	1,228,012	1,293,201	1,221,211	1,278,204	1,489,070	1,396,021	1,590,737	1,483,584
Sewer utility	1,101,554	1,149,318	1,152,760	1,190,551	1,282,302	1,291,509	1,438,141	1,535,664	1,523,670	1,631,260
Street light utility	158,369	163,758	165,651	176,736	161,733	178,666	176,732	159,378	160,952	171,619
Recycling utility	307,662	302,947	302,936	308,629	321,321	320,901	359,418	373,775	380,055	380,192
Storm water utility	350,521	410,666	496,309	491,370	509,709	557,267	742,043	633,101	573,878	590,645
Total business-type activities	3,213,827	3,384,739	3,345,668	3,460,487	3,496,276	3,626,547	4,205,404	4,097,939	4,229,292	4,257,300
Total government expenses	$ 20,523,474	$ 21,950,308	$ 35,972,154	$ 19,122,299	$ 18,518,268	$ 18,100,039	$ 21,257,876	$ 22,465,355	$ 21,301,737	$ 22,286,098
Program Revenues										
Governmental activities:										
Charges for services:										
General government	$ 344,922	$ 313,195	$ 416,152	$ 479,970	$ 461,538	$ 529,820	$ 457,901	$ 571,464	$ 691,819	$ 640,173
Public safety	979,828	918,296	1,177,840	901,570	626,844	946,887	698,310	878,141	1,168,258	1,098,016
Highways and streets	487,507	738,136	81,159	239,234	266,447	347,984	261,658	235,020	229,555	214,272
Culture and recreation	27,016	9,910	628,571	158,376	173,310	815,511	483,727	585,033	1,355,365	926,530
Operating grants and contributions	326,986	298,077	2,008,709	1,180,725	385,574	9,999,527	508,694	379,185	368,099	461,826
Capital grants and contributions	2,828,240	4,187,265	3,866,331	3,208,950	3,023,145	3,124,565	3,809,965	5,026,857	4,765,578	3,434,344
Total governmental activities program revenues	4,994,499	6,464,879	8,178,762	6,168,825	4,936,858	15,764,294	6,220,255	7,675,700	8,578,674	6,775,161
Business-type activities:										
Charges for services:										
Water utility	1,633,461	1,821,386	2,131,460	1,997,302	1,860,380	2,045,225	1,953,478	2,772,003	3,484,687	2,138,209
Sewer utility	1,261,609	1,236,771	1,324,342	1,341,674	1,393,157	1,392,101	1,458,250	1,784,755	2,182,944	1,672,072
Street light utility	179,272	178,850	179,124	177,158	188,185	190,872	196,253	204,418	211,360	217,169
Recycling utility	294,617	297,226	296,358	298,034	309,160	307,128	308,052	310,471	317,090	319,940
Storm water utility	617,598	617,579	647,169	677,936	706,135	770,812	1,034,552	958,960	1,057,705	1,168,494
Operating grants and contributions	49,873	50,279	57,239	79,358	65,817	39,423	67,100	92,602	72,257	67,961
Capital grants and contributions	310,040	88,349	1,315,030	488,687	101,107	1,185,135	1,799,057	1,864,137	906,190	2,596,210
Total business-type activities program revenues	4,346,470	4,290,440	5,950,722	5,060,149	4,623,941	5,930,696	6,816,742	7,987,346	8,232,233	8,180,055
Total government program revenues	$ 9,340,969	$ 10,755,319	$ 14,129,484	$ 11,228,974	$ 9,560,799	$ 21,694,990	$ 13,036,997	$ 15,663,046	$ 16,810,907	$ 14,955,216
Net (expense)/revenue										
Governmental activities	$ (12,315,148)	$ (12,100,690)	$ (24,447,724)	$ (9,492,987)	$ (10,085,134)	$ 1,290,802	$ (10,832,217)	$ (10,691,716)	$ (8,493,771)	$ (11,253,637)
Business-type activities	1,132,643	905,701	2,605,054	1,599,662	1,127,665	2,304,149	2,611,338	3,889,407	4,002,941	3,922,755
Total government net expense	$ (11,182,505)	$ (11,194,989)	$ (21,842,670)	$ (7,893,325)	$ (8,957,469)	$ 3,594,951	$ (8,220,879)	$ (6,802,309)	$ (4,490,830)	$ (7,330,882)
General Revenues and Other Changes in Net Position										
Governmental activities:										
Property taxes	$ 12,144,908	$ 11,671,760	$ 11,454,519	$ 10,421,456	$ 9,423,457	$ 10,064,621	$ 10,674,696	$ 11,136,810	$ 12,384,300	$ 12,894,388
General grants and contributions	114,692	120,932	9,175	38,577	3,198	4,204	3,905	3,586	102,994	5,617
Investment earnings (charges)	1,283,533	903,786	474,076	(411,446)	980,922	422,405	280,597	454,089	578,770	1,122,573
Gan on sale of capital assets	–	14,716	–	12,940	–	8,914	–	5,530	75,047	8,428
Transfers	(125,751)	1,199,585	107,500	112,000	119,500	124,000	214,445	133,000	137,500	(506,494)
Total governmental activities	13,417,382	13,910,779	12,045,270	10,173,527	10,527,077	10,624,144	11,173,643	11,733,015	13,278,611	13,524,512
Business-type activities:										
Investment earnings (charges)	631,042	460,228	320,894	(353,956)	870,728	385,490	325,628	492,594	650,053	1,462,125
Transfers	125,751	(1,199,585)	(107,500)	(112,000)	(119,500)	(124,000)	(214,445)	(133,000)	(137,500)	506,494
Total business-type activities	756,793	(739,357)	213,394	(465,956)	751,228	261,490	111,183	359,594	512,553	1,968,619
Total government	$ 14,174,175	$ 13,171,422	$ 12,258,664	$ 9,707,571	$ 11,278,305	$ 10,885,634	$ 11,284,826	$ 12,092,609	$ 13,791,164	$ 15,493,131
Change in Net Position										
Governmental activities	$ 1,102,234	$ 1,810,089	$ (12,402,454)	$ 680,540	$ 441,943	$ 11,914,946	$ 341,426	$ 1,041,299	$ 4,784,840	$ 2,270,875
Business-type activities	1,889,436	166,344	2,818,448	1,133,706	1,878,893	2,565,639	2,722,521	4,249,001	4,515,494	5,891,374
Total government	$ 2,991,670	$ 1,976,433	$ (9,584,006)	$ 1,814,246	$ 2,320,836	$ 14,480,585	$ 3,063,947	$ 5,290,300	$ 9,300,334	$ 8,162,249

City of Ramsey
Governmental Activities Tax Revenues By Source
Last Ten Fiscal Years
(accrual basis of accounting)

Fiscal Year	Property Tax	Tax Increment	Total
2010	$ 8,531,043	$ 3,613,865	$ 12,144,908
2011	8,048,173	3,623,587	11,671,760
2012	8,750,754	2,703,765	11,454,519
2013	8,186,852	2,234,604	10,421,456
2014	8,755,276	668,181	9,423,457
2015	9,393,365	671,256	10,064,621
2016	9,974,695	700,001	10,674,696
2017	10,423,864	712,946	11,136,810
2018	11,400,536	983,764	12,384,300
2019	11,819,552	1,074,836	12,894,388

City of Ramsey
Fund Balances of Governmental Funds
Last Ten Fiscal Years
(modified accrual basis of accounting)

	Fiscal Year									
	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
General fund										
Reserved	$ 14,115	$ –	$ –	$ –	$ –	$ –	$ –	$ –	$ –	$ –
Unreserved	6,045,644	–	–	–	–	–	–	–	–	–
Nonspendable	–	9,929	4,042	50,561	4,805	1,613	15,431	12,393	21,335	23,640
Assigned	–	125,015	142,419	175,008	–	–	–	–	–	–
Unassigned	–	6,253,688	6,578,822	6,545,825	6,977,764	7,271,432	7,501,962	7,900,225	8,468,792	8,856,806
Total general fund	$ 6,059,759	$ 6,388,632	$ 6,725,283	$ 6,771,394	$ 6,982,569	$ 7,273,045	$ 7,517,393	$ 7,912,618	$ 8,490,127	$ 8,880,446
All other governmental funds										
Reserved	$ 12,906,280	$ –	$ –	$ –	$ –	$ –	$ –	$ –	$ –	$ –
Unreserved, reported in:										
Special revenue funds	6,632,439	–	–	–	–	–	–	–	–	–
Debt service funds	2,524,951	–	–	–	–	–	–	–	–	–
Capital projects funds	10,291,562	–	–	–	–	–	–	–	–	–
Nonspendable	–	304	–	590	–	–	450	920	1,205	1,801
Restricted	–	25,032,219	17,606,291	19,148,705	15,295,400	18,484,179	18,377,993	18,187,321	19,369,642	19,957,595
Committed	–	819,839	946,312	927,557	743,944	890,603	1,041,932	1,226,234	1,631,444	1,184,262
Assigned	–	10,552,354	9,962,381	10,719,398	10,651,554	12,645,683	13,331,150	13,394,815	14,094,178	15,297,043
Unassigned	–	(853,086)	(456,692)	(282,159)	(110,979)	(556,135)	(87,659)	–	–	–
Total all other governmental funds	$ 32,355,232	$ 35,551,630	$ 28,058,292	$ 30,514,091	$ 26,579,919	$ 31,464,330	$ 32,663,866	$ 32,809,290	$ 35,096,469	$ 36,440,701

Note: The City implemented GASB Statement No. 54 in fiscal year 2011. Redefined fund balance for categories nonspendable, restricted, committed, assigned, and unassigned is not available for previous fiscal years.

City of Ramsey
Changes in Fund Balances of Governmental Funds
Last Ten Fiscal Years
(modified accrual basis of accounting)

	Fiscal Year									
	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
Revenues										
Property taxes	$ 12,151,317	$ 11,709,649	$ 11,545,803	$ 10,490,825	$ 9,544,771	$ 10,175,399	$ 10,684,896	$ 11,150,611	$ 12,416,534	$ 12,872,234
Special assessments	492,870	545,764	436,854	370,791	326,465	468,844	444,235	959,217	559,599	1,025,527
Licenses and permits	412,071	368,153	534,910	718,875	458,532	784,954	526,008	732,129	1,031,944	901,222
Intergovernmental revenue	2,029,558	3,140,747	3,736,095	2,919,701	2,615,851	2,052,791	1,795,988	2,213,034	2,947,966	1,518,639
Charges for services	1,319,586	1,517,320	1,681,400	877,849	966,951	1,779,697	1,298,085	1,469,703	2,355,969	1,892,517
Fines and forfeits	100,199	105,833	75,562	73,110	72,216	60,236	66,410	59,701	46,651	49,479
Investment earnings (charges)	1,269,263	895,184	468,032	(403,836)	965,382	416,508	276,142	447,200	570,243	1,104,969
Other	838,148	746,505	1,909,229	1,402,508	596,208	10,679,794	773,836	707,675	765,601	1,036,319
Total Revenues	18,613,012	19,029,155	20,387,885	16,449,823	15,546,376	26,418,223	15,865,600	17,739,270	20,694,507	20,400,906
Expenditures										
General government	4,280,825	4,847,669	18,291,512	2,837,610	3,175,959	3,119,273	3,537,925	4,031,933	4,212,365	4,358,408
Public safety	3,779,318	3,886,613	3,860,697	3,740,132	3,809,209	4,011,871	4,234,482	4,727,493	4,788,902	5,360,402
Highways and streets	2,753,505	4,944,097	4,391,415	3,883,519	2,930,144	1,815,409	2,199,615	2,542,463	2,390,707	2,528,216
Culture and recreation	817,538	857,927	836,452	1,013,089	1,004,750	1,428,116	1,478,090	1,960,624	1,291,816	1,281,153
Capital outlay	6,353,954	6,589,201	3,370,128	705,383	3,688,952	6,314,573	2,756,193	1,922,947	3,568,285	1,505,922
Debt service										
Principal	2,235,000	1,810,000	1,485,000	1,315,000	1,580,000	8,780,000	1,735,000	2,085,000	2,100,000	2,280,000
Interest	1,322,871	1,220,906	2,681,176	1,213,120	1,179,859	1,103,614	965,474	967,281	923,125	854,188
Total Expenditures	21,543,011	24,156,413	34,916,380	14,707,853	17,368,873	26,572,856	16,906,779	18,237,741	19,275,200	18,168,289
Excess (deficiency) of revenues over expenditures	(2,929,999)	(5,127,258)	(14,528,495)	1,741,970	(1,822,497)	(154,633)	(1,041,179)	(498,471)	1,419,307	2,232,617
Other financing sources (uses)										
Bonds issued	–	4,365,000	7,320,000	635,000	875,000	5,085,000	1,650,000	895,000	1,175,000	–
Refunding bonds issued	–	3,090,000	16,875,000	–	–	–	–	–	–	–
Premium/(Discount) on debt issues	–	(22,036)	284,907	–	–	111,606	69,482	5,590	35,246	–
Payments on refunded bonds	–	–	(17,227,352)	–	(2,895,000)	–	–	–	–	–
Proceeds on sale of capital assets	8,361	19,980	11,753	12,940	–	8,914	–	5,530	75,047	8,428
Transfers in	7,782,837	3,864,855	6,237,727	2,606,637	2,329,539	3,642,196	2,183,931	1,536,025	1,447,137	1,714,327
Transfers (out)	(7,455,903)	(2,665,270)	(6,130,227)	(2,494,637)	(2,210,039)	(3,518,196)	(1,418,350)	(1,403,025)	(1,287,049)	(2,220,821)
Total other financing sources (uses)	335,295	8,652,529	7,371,808	759,940	(1,900,500)	5,329,520	2,485,063	1,039,120	1,445,381	(498,066)
Net change in fund balances	$ (2,594,704)	$ 3,525,271	$ (7,156,687)	$ 2,501,910	$ (3,722,997)	$ 5,174,887	$ 1,443,884	$ 540,649	$ 2,864,688	$ 1,734,551
Debt service as a percentage of noncapital expenditures	23.42%	17.25%	13.21%	18.05%	20.17%	48.79%	19.08%	18.71%	19.25%	18.81%

City of Ramsey
General Governmental Tax Revenues By Source
Last Ten Fiscal Years
(modified accrual basis of accounting)

Fiscal Year	Property Tax	Tax Increment	Total
2010	$ 8,537,452	$ 3,613,865	$ 12,151,317
2011	8,086,062	3,623,587	11,709,649
2012	8,842,038	2,703,765	11,545,803
2013	8,256,221	2,234,604	10,490,825
2014	8,876,590	668,181	9,544,771
2015	9,504,143	671,256	10,175,399
2016	9,984,895	700,001	10,684,896
2017	10,437,665	712,946	11,150,611
2018	11,432,770	983,764	12,416,534
2019	11,797,398	1,074,836	12,872,234

City of Ramsey
Taxable Market Value and Estimated Actual Value of Taxable Property
Last Ten Fiscal Years

Fiscal Year Ended Dec 31	Real Property		Personal Property	Total Taxable Market Value	Tax Capacity Value	Total Direct Tax Rate	Estimated Actual Value	Tax Capacity Value as a Percentage of Market Value
	Residential Property	Commercial Property	Other					
2010	$ 1,845,420,600	$ 327,882,200	$ 17,277,000	$ 2,190,579,800	$ 23,787,900	37.811	$ 2,232,018,600	1.09%
2011	1,659,908,100	301,333,900	18,253,100	1,979,495,100	20,609,005	39.801	2,015,100,000	1.04%
2012	1,606,421,000	282,627,300	17,640,900	1,906,689,200	19,881,220	44.174	1,939,707,200	1.04%
2013	1,498,299,700	257,979,400	18,811,000	1,775,090,100	18,068,054	44.290	1,806,808,800	1.02%
2014	1,500,637,400	245,491,800	17,567,700	1,763,696,900	19,356,717	44.237	1,795,975,400	1.10%
2015	1,720,911,700	251,254,300	16,579,800	1,988,745,800	21,196,036	42.259	2,025,977,100	1.07%
2016	1,797,814,500	259,553,800	20,929,000	2,078,297,300	22,262,546	43.316	2,116,664,200	1.07%
2017	1,900,784,000	272,746,700	21,166,600	2,194,697,300	23,635,124	42.454	2,236,219,500	1.08%
2018	2,116,035,700	276,246,500	24,178,500	2,416,460,700	26,075,064	41.730	2,460,843,300	1.08%
2019	2,266,117,300	303,286,800	27,720,100	2,597,124,200	28,214,447	40.355	2,645,430,600	1.09%

Note: The tax capacity value of property is calculated by applying a statutory formula to the estimated market value of the property.
Source: Anoka County records were the source of taxable market value and estimated actual values.

City of Ramsey
Property Tax Rates (1)
Direct and Overlapping (2) Governments
Last Ten Fiscal Years

	City of Ramsey			County	School District		Other	Total	
Fiscal Year	General Operating Levy	Debt Service Levy	Total City Levy	Anoka County	ISD No 11	ISD No 728	Special Taxing Districts (3)	Direct & Overlapping Rates-ISD No 11	Direct & Overlapping Rates-ISD No 728
Tax rates per $100 of tax capacity									
2010	33.080	4.731	37.811	36.855	19.939	39.967	4.961	99.566	119.594
2011	35.840	3.961	39.801	41.708	23.999	43.489	4.905	110.413	129.903
2012	37.186	6.988	44.174	43.298	23.325	45.548	4.124	114.921	137.144
2013	41.500	2.790	44.290	45.453	26.751	51.290	4.146	120.640	145.179
2014	37.073	7.164	44.237	44.495	28.265	51.286	6.031	123.028	146.049
2015	36.208	6.051	42.259	38.443	22.482	42.483	5.226	108.410	128.411
2016	36.185	7.131	43.316	39.398	20.885	39.266	5.448	109.047	127.428
2017	35.564	6.890	42.454	37.273	18.590	36.659	5.087	103.404	121.473
2018	34.830	6.900	41.730	35.820	18.392	36.137	4.902	100.844	118.589
2019	34.483	5.872	40.355	34.908	16.330	32.865	4.619	96.212	112.747

Source: Anoka County records

(1) Information reflects total tax rates levied by each entity. Tax rates are expressed as a percent of "net tax capacity." A property's tax capacity is determined by multiplying its taxable market value by a state-determined class rate. Class rates vary by property type and change periodically based on state legislation.

(2) Overlapping rates are those of local and county governments that apply to property owners within the City of Ramsey. Not all overlapping rates apply to all City of Ramsey property owners (e.g., the rates for special districts may apply only to the proportion of the government's property owners whose property is located within the geographic boundaries of the special district.)

(3) Other taxing districts include the Metropolitan Council, Regional Transit Area, Mosquito Control, and the Anoka County Regional Railroad Authority.

City of Ramsey
Principal Property Taxpayers
Current Year And Nine Years Ago

Taxpayer	2019 Taxable Market Value	2019 Rank	2019 Percentage of Total Taxable Market Value	2010 Taxable Market Value	2010 Rank	2010 Percentage of Total Taxable Market Value
Residence at the COR Apartments	$ 36,843,200	1	1.42%	$ –	–	N/A
PSD LLC	18,620,700	2	0.72%	5,487,800	8	0.25%
Connexus Energy/Anoka Electric	16,774,400	3	0.65%	22,733,000	1	1.04%
Minnegasco/Centerpoint	14,862,400	4	0.57%	9,656,600	3	0.44%
Parkview East, LLC	14,825,400	5	0.57%	–	–	N/A
Life Fitness LLC	13,680,800	6	0.53%	–	–	N/A
S & A Partners, LLC	11,629,500	7	0.45%	12,544,100	2	0.57%
Northstar Marketplace Station	9,670,400	8	0.37%	–	–	N/A
Knoll Properties	7,767,200	9	0.30%	–	–	N/A
Vision Ease/Insight Equity	6,433,700	10	0.25%	6,823,200	7	0.31%
Anchorbank FSB	–	–	NA	9,192,400	4	0.42%
Sophia-Ramsey LLC	–	–	NA	8,911,200	5	0.41%
Brunswick Corporation	–	–	NA	7,048,200	6	0.32%
Santarsiero, Daniel B	–	–	NA	5,356,500	9	0.24%
Zero-Zone Refrigeration	–	–	NA	5,037,100	10	0.23%
Total principal property taxpayers	$ 151,107,700		5.82%	$ 92,790,100		4.24%

Source: County Board of Equalization and Assessment

City of Ramsey
Property Tax Levies and Collections (1)
Last Ten Fiscal Years

Fiscal Year Ended December 31	Total Tax Levy for Fiscal Year	Collected within the Fiscal Year of the Levy (2)		Collections in Subsequent Years	Total Collections to Date	
		Amount	Percentage of Levy		Amount	Percentage of Levy
2010	$ 8,994,443	$ 8,432,354	93.75%	$ 559,978	$ 8,992,332	99.98%
2011	8,497,158	7,975,431	93.86%	519,495	8,494,926	99.97%
2012	8,782,330	8,616,750	98.11%	163,286	8,780,036	99.97%
2013	8,185,481	7,961,650	97.27%	222,073	8,183,723	99.98%
2014	8,772,143	8,649,053	98.60%	121,028	8,770,081	99.98%
2015	9,407,821	9,330,900	99.18%	72,455	9,403,355	99.95%
2016	9,971,075	9,890,058	99.19%	75,946	9,966,004	99.95%
2017	10,479,058	10,409,108	99.33%	58,669	10,467,777	99.89%
2018	11,374,395	11,314,369	99.47%	34,917	11,349,286	99.78%
2019	11,831,335	11,736,217	99.20%	–	11,736,217	99.20%

Source: Anoka County records

(1) Includes general, debt service and HRA levy.

(2) Includes property tax credit collections shown in intergovernmental revenue.

City of Ramsey
Ratios of Outstanding Debt by Type
Last Ten Fiscal Years

Fiscal Year	Governmental Activities: General Obligation Bonded Debt	Governmental Activities: Capital Equipment Certificates	Total Primary Government	Percentage of Personal Income(1)	Per Capita(1)
2010	$ 24,695,000	$ 335,000	$ 25,030,000	2.64%	$ 1,058
2011	30,505,000	170,000	30,675,000	3.34%	1,294
2012	36,345,000	-	36,345,000	5.02%	1,525
2013	35,030,000	635,000	35,665,000	4.69%	1,467
2014	30,615,000	1,450,000	32,065,000	4.04%	1,286
2015	27,060,000	1,310,000	28,370,000	3.40%	1,108
2016	27,120,000	1,165,000	28,285,000	3.28%	1,093
2017	26,075,000	1,020,000	27,095,000	2.93%	1,032
2018	25,295,000	875,000	26,170,000	2.77%	989
2019	23,165,000	725,000	23,890,000	2.30%	883

Note: Details regarding the city's outstanding debt can be found in the notes to the basic financial statements.

(1) See the Schedule of Demographic and Economic Statistics for personal income and population data.

City of Ramsey
Ratios of General Bonded Debt Outstanding
Last Ten Fiscal Years

Fiscal Year	General Obligation Bonds	Less: Amounts Available in Debt Service Fund (3)	Total	Percentage of Total Taxable Market Value of Property(1)	Per Capita(2)
2010	$ 24,695,000	$ 2,524,951	$ 22,170,049	1.01%	$ 937
2011	30,505,000	5,753,130	24,751,870	1.25%	1,044
2012	36,345,000	5,618,631	30,726,369	1.61%	1,289
2013	35,030,000	4,963,143	30,066,857	1.69%	1,237
2014	30,615,000	1,914,472	28,700,528	1.63%	1,151
2015	27,060,000	1,721,796	25,338,204	1.27%	990
2016	27,120,000	1,778,495	25,341,505	1.22%	980
2017	26,075,000	2,380,281	23,694,719	1.08%	903
2018	25,295,000	2,573,517	22,721,483	0.94%	859
2019	23,165,000	2,749,777	20,415,223	0.79%	755

Note: Details regarding the city's outstanding debt can be found in the notes to the basic financial statements.

(1) See the Schedule of Assessed Value and Estimated Actual Value of Taxable Property for property value data.

(2) Population data can be found in the Schedule of Demographic and Economic Statistics.

(3) The City is using governmental fund net position restricted for debt service. We believe this to be the best amount available to present a consistent net amount when refunding bonds are held for payment, which are not restricted on entity-wide statements due to conversion for full accrual accounting.

City of Ramsey
Direct and Overlapping Governmental Activities Debt
As of December 31, 2019

Governmental Unit	Debt Outstanding	Estimated Percentage Applicable(1)	Estimated Share of Overlapping Debt
Debt repaid with property taxes:			
Anoka County	$ 95,550,000	7.37%	$ 7,042,035
ISD No. 11, Anoka-Hennepin	175,390,000	9.88%	17,329,502
ISD No. 728, Elk River	207,155,000	3.47%	7,186,228
Subtotal, overlapping debt			31,557,765
City of Ramsey direct debt	23,890,000	100.00%	23,890,000
Total direct and overlapping debt			$ 55,447,765

Sources: Assessed value data used to estimate applicable percentages provided by the County Board of Equalization and Assessment. Debt outstanding data provided by the county.

Note: Overlapping governments are those that coincide, at least in part, with the geographic boundaries of the city. This schedule estimates the portion of the outstanding debt of those overlapping governments that is borne by the residents and businesses of the City of Ramsey. This process recognizes that, when considering the government's ability to issue and repay long-term debt, the entire debt burden borne by the residents and businesses should be taken into account. However, this does not imply that every taxpayer is a resident, and therefore responsible for repaying the debt, of each overlapping government.

(1) The percentage of overlapping debt applicable is estimated using taxable assessed property values. Applicable percentages were estimated by determining the portion of the county's taxable assessed value that is within the city's boundaries and dividing it by the county's total taxable assessed value.

City of Ramsey
Legal Debt Margin Information
Last Ten Fiscal Years

	Fiscal Year									
	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
Debt Limit	$ 65,717,394	$ 59,384,853	$ 57,200,676	$ 53,252,703	$ 52,910,907	$ 59,662,374	$ 62,348,919	$ 65,840,919	$ 72,493,821	$ 77,913,726
Total net debt applicable to limit	16,465,049	12,206,870	15,675,147	15,993,070	16,141,727	19,191,513	18,316,143	17,454,836	16,444,851	15,298,888
Legal debt margin	$ 49,252,345	$ 47,177,983	$ 41,525,529	$ 37,259,633	$ 36,769,180	$ 40,470,861	$ 44,032,776	$ 48,386,083	$ 56,048,970	$ 62,614,838
Total net debt applicable to limit as a percentage of debt limit	25.05%	20.56%	27.40%	30.03%	30.51%	32.17%	29.38%	26.51%	22.68%	19.64%

Legal Debt Margin Calculation for Fiscal Year 2019

Taxable Market value		$ 2,597,124,200
Debt limit (3% of market value)		77,913,726
Debt applicable to limit:		
Total bonded debt and certificates	$ 23,890,000	
Less:		
Obligations issued with special assessments	(7,690,000)	
Amounts available in respective Debt Service Funds	(901,112)	
Total deductions	(8,591,112)	
		15,298,888
Legal debt margin		$ 62,614,838

Note: Under state finance law, the City of Ramsey's outstanding general obligation debt should not exceed 3 percent of total taxable market value. By law, the general obligation debt subject to the limitation may be offset by amounts set aside for repaying general obligation bonds.

City of Ramsey
Demographic and Economic Statistics
Last Ten Fiscal Years

Fiscal Year	Population (1)	Personal Income (2)	Per Capita Personal Income (3)	School Enrollment (4)	Unemployment Rate (5)
2010	23,668	$ 949,086,800	$ 40,100	5,503	7.3%
2011	23,702	917,504,420	38,710	3,757	6.7%
2012	23,835	724,488,660	30,396	3,714	5.2%
2013	24,306	760,381,280	31,754	4,979	5.0%
2014	24,935	793,032,740	31,804	5,012	5.3%
2015	25,598	834,034,036	32,582	5,126	3.8%
2016	25,868	863,189,292	33,369	5,217	3.7%
2017	26,251	925,584,009	35,259	5,410	3.0%
2018	26,462	945,222,640	35,720	5,449	2.5%
2019	27,051	1,037,649,309	38,359	5,503	3.2%

(1) In 2010, the population is based on the United States Census Bureau completing its decennial census. 2011-current year data based off of 2010 census and City of Ramsey estimates.

(2) Calculated based on Per Capita Personal Income (Anoka County average) times Ramsey population.

(3) U.S. Department of Commerce, Bureau of Economic Analysis - Anoka County Average.

(4) Anoka-Hennepin School District #11 and Elk River School District #728.

(5) Minnesota Department of Employment and Economic Development

City of Ramsey
Principal Employers
Current Year And Nine Years Ago

	2019			2010		
Employer	Employees (1)	Rank	Percentage of Total City Employment	Employees (1)	Rank	Percentage of Total City Employment
Life Fitness/Parabody Inc.	350	1	5.06%	265	2	5.01%
Anderson & Dahlen (Knoll Properties)	270	2	3.90%	150	4	2.84%
BMC Vision Ease Lens	250	3	3.62%	355	1	6.71%
Connexus Energy/Anoka Electric	203	4	2.94%	230	3	4.35%
Coborns Superstore	185	5	2.68%	–	–	0.00%
Zero Zone Refrigeration	157	6	2.27%	–	–	0.00%
Sign Zone	152	7	2.20%	90	10	1.70%
Diamond Graphic	151	8	2.18%	–	–	0.00%
ISD No. 11 (located in Ramsey)	148	9	2.14%	135	5	2.55%
In'Tech Industries	145	10	2.10%	–	–	0.00%
Altron Inc.	–	–	0.00%	110	6	2.08%
Waltek	–	–	0.00%	108	7	2.04%
RJM Distributing	–	–	0.00%	103	8	1.95%
Command Tooling	–	–	0.00%	100	9	1.89%
Total	2,011		29.08%	1,646		31.12%

Source: State Department of Employment and Economic Development

(1) Full-time equivalent

City of Ramsey
Full-time Equivalent City Government Employees by Function
Last Ten Fiscal Years

	Fiscal Year									
Function	**2010**	**2011**	**2012**	**2013**	**2014**	**2015**	**2016**	**2017**	**2018**	**2019***
General government	20.22	19.10	18.60	16.00	20.00	19.13	17.36	18.36	18.86	18.92
Public safety										
Police										
Officers	23.00	23.00	23.00	22.00	22.00	24.00	24.00	26.26	26.26	27.00
Civilians	5.00	5.00	5.00	5.00	5.50	4.00	4.00	3.50	3.50	4.74
Fire										
Firefighters and officers	9.58	9.58	9.58	9.58	9.58	9.58	9.58	9.58	9.58	10.58
Civilians	1.00	1.00	0.50	0.50	0.50	0.50	1.00	0.70	0.70	0.70
Protective Inspections	2.00	1.00	1.00	2.00	3.25	3.75	3.75	3.75	3.25	2.81
Highways and streets										
Engineering	6.48	6.60	6.60	6.30	6.30	7.00	7.00	7.00	6.00	6.00
Streets	7.00	7.00	7.00	7.00	7.00	7.50	8.50	8.50	10.50	10.00
Maintenance	6.00	5.00	5.00	5.00	5.00	5.00	5.00	5.00	5.00	3.13
Culture and recreation	2.47	3.47	3.47	5.47	3.97	3.97	3.97	3.97	3.97	8.50
Water	2.00	2.00	2.00	4.00	3.00	4.00	4.00	4.00	4.00	4.00
Total	84.75	82.75	81.75	82.85	86.10	88.43	88.16	90.62	91.62	96.38

Source: City Budget documents

* Beginning with 2019 reporting, several positions have moved between departments.

City of Ramsey
Operating Indicators by Function
Last Ten Fiscal Years

Function	Fiscal Year 2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
Police										
Number of arrests	352	463	416	465	377	358	273	255	289	331
Motor Vehicle Accidents	465	631	471	493	279	279	289	162	466	423
Traffic violations	4,008	3,488	3,292	4,453	4,182	5,378	4,855	2,997	1,812	1,278
Fire										
Number of calls answered	481	483	459	443	486	460	498	698	821	975
Inspections*	177	260	303	205	177	196	134	158	194	508
Highways and streets										
Street resurfacing (miles)	16.59	14.86	22.00	14.50	14.25	15.74	19.84	13.41	15.45	16.27
Culture and recreation										
Park Acreage maintained	565	565	565	571	571	571	571	571	571	572
Trails/sidewalks maintained (miles)**	40	45	45	46	50	50	50	55	55	97
Water										
Number of connections	3,962	4,013	4,087	4,228	4,308	4,406	4,510	4,611	4,777	4,884
Water main breaks	–	2	–	–	–	–	1	–	–	–
Average daily consumption (gallons)	1,753,425	1,616,376	1,890,290	1,697,771	1,610,006	1,811,752	1,645,027	1,923,213	1,948,161	1,755,575

Source: Various City departments

* Beginning in 2019, inspections include all inspections done by Fire Department, including construction and building inspections

** In 2019 the trails were mapped with GIS and provided a more accurate number. This basis will be used going forward.

City of Ramsey
Capital Asset Statistics by Function
Last Ten Fiscal Years

Function	Fiscal Year 2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
Public Safety										
Police:										
Stations	1	1	1	1	1	1	1	1	1	1
Patrol units	6	6	6	6	6	6	10	10	10	11
Fire stations	2	2	2	2	2	2	2	2	2	2
Highways and streets										
Streets (miles) ***	168.00	168.00	172.88	172.88	172.88	180.40	183.27	184.70	186.01	181.80
Streetlights	626	631	659	659	1,060	1,166	1,179	1,194	1,213	1,226
Culture and recreation										
Parks acreage	565	565	565	565	565	565	585	585	585	586
Parks *	35	35	35	38	38	38	38	38	38	39
Tennis courts	12	12	10	10	10	10	10	10	10	10
Water										
Water mains (miles)	87	89	90	90	91	91	91	94	97	98
Fire hydrants	1,000	1,020	1,030	1,030	1,045	1,047	1,047	1,079	1,100	1,150
Maximum daily capacity **	5,100,000	5,100,000	5,256,000	5,256,000	5,256,000	5,256,000	5,256,000	5,256,000	5,256,000	4,837,000
Sewer										
Sanitary sewers (miles)	48	63	63	63	64	65	65	67	69	72
Storm sewers (miles)	21	25	28	34	36	39	43	46	47	54

Source: Various City departments

* The city has 39 total parks with 32 receiving some form of maintenance

** Maximum water city is able to produce in 12 hour period

*** Street (miles) were previously reported including unbuilt MSA segment roads.
Beginning in 2019 they will be excluded. 2019 MSA roads = 4.81 miles

Management Report

for

City of Ramsey
Anoka County, Minnesota

December 31, 2019

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MMKR
CERTIFIED PUBLIC ACCOUNTANTS

PRINCIPALS
Thomas A. Karnowski, CPA
Paul A. Radosevich, CPA
William J. Lauer, CPA
James H. Eichten, CPA
Aaron J. Nielsen, CPA
Victoria L. Holinka, CPA/CMA
Jaclyn M. Huegel, CPA
Kalen T. Karnowski, CPA

To the City Council and Management
City of Ramsey, Minnesota

We have prepared this management report in conjunction with our audit of the City of Ramsey, Minnesota's (the City) financial statements for the year ended December 31, 2019. We have organized this report into the following sections:

- Audit Summary
- Governmental Funds Overview
- Enterprise Funds Overview
- Government-Wide Financial Statements
- Legislative Updates
- Accounting and Auditing Updates

We would be pleased to further discuss any of the information contained in this report or any other concerns that you would like us to address. We would also like to express our thanks for the courtesy and assistance extended to us during the course of our audit.

The purpose of this report is solely to provide those charged with governance of the City, management, and those who have responsibility for oversight of the financial reporting process comments resulting from our audit process and information relevant to city finances in Minnesota. Accordingly, this report is not suitable for any other purpose.

Malloy, Montague, Karnowski, Radosevich & Co., P.A.

Minneapolis, Minnesota
May 19, 2020

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AUDIT SUMMARY

The following is a summary of our audit work, key conclusions, and other information that we consider important or that is required to be communicated to the City Council, administration, or those charged with governance of the City.

OUR RESPONSIBILITY UNDER AUDITING STANDARDS GENERALLY ACCEPTED IN THE UNITED STATES OF AMERICA AND *GOVERNMENT AUDITING STANDARDS*

We have audited the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City as of and for the year ended December 31, 2019. Professional standards require that we provide you with information about our responsibilities under auditing standards generally accepted in the United States of America and *Government Auditing Standards*, as well as certain information related to the planned scope and timing of our audit. We have communicated such information to you verbally and in our audit engagement letter. Professional standards also require that we communicate the following information related to our audit.

PLANNED SCOPE AND TIMING OF THE AUDIT

We performed the audit according to the planned scope and timing previously discussed and coordinated in order to obtain sufficient audit evidence and complete an effective audit.

AUDIT OPINION AND FINDINGS

Based on our audit of the City's financial statements for the year ended December 31, 2019:

- We have issued an unmodified opinion on the City's basic financial statements. Our report included a paragraph emphasizing the City's implementation of Governmental Accounting Standards Board (GASB) Statement No. 84, *Fiduciary Activities* during the year ended December 31, 2019. Our opinion was not modified with respect to this matter.

- We reported no deficiencies in the City's internal control over financial reporting that we consider to be a material weakness.

- The results of our testing disclosed no instances of noncompliance that are required to be reported under *Government Auditing Standards*.

- We reported no findings based on our testing of the City's compliance with Minnesota laws and regulations.

AUDIT COMMENTS

Land Held for Resale – The City currently holds a material amount of land for resale, which management reports at the lower of cost or acquisition value. City staff has also prepared a schedule comparing the current carrying value of these properties to estimated market values provided by Anoka County to support these values. We recognize the City is working on an ongoing basis to utilize these assets in the best interest of the City. We recommend that the City continue to review these property values and related internal loans on an ongoing basis to ensure a proper reporting of city assets and financial activity between funds is accurately presented.

OTHER OBSERVATIONS AND RECOMMENDATIONS

Impact of Novel Coronavirus (COVID-19)

Shortly after the end of the 2019 fiscal year, the onset of the novel coronavirus (COVID-19) pandemic caused substantial volatility in economic conditions and tremendous disruption in the way governments, businesses, and individuals function. Minnesota cities may experience the impact of this pandemic in a myriad of financial areas, such as: declines in investment rates of return, cash flow issues, increased utility billing and property tax delinquencies, significant increases in the number and frequency of employees working remotely, challenges in processing general and payroll disbursements, disruption of prescribed internal control procedures, delays in internal and external financial reporting, and new compliance requirements attached to potential federal relief subsidies. As your city adapts to the new normal of municipal operations in a post-COVID-19 world, the assessment of and responses to new risks that may accompany operational changes will be critical to the safeguarding of city resources and sound financial stewardship. We encourage management and governance to include a robust financial risk assessment process when planning responses to these challenges, and to reassess and adapt internal controls over financial transactions and reporting to align with significant changes made to daily operations, even those intended to be temporary.

SIGNIFICANT ACCOUNTING POLICIES

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the City are described in Note 1 of the notes to the basic financial statements.

No new accounting policies were adopted and the application of existing policies was not changed during the year ended December 31, 2019; however, the City implemented the following governmental accounting standards during the fiscal year:

- GASB Statement No. 84, *Fiduciary Activities,* which established new criteria for identifying and reporting fiduciary activities.

- GASB Statement No. 88, *Certain Disclosures Related to Debt, Including Direct Borrowings and Direct Placements,* which improved and clarified the information to be disclosed in notes to government financial statements related to debt, including direct borrowings and direct placements.

We noted no transactions entered into by the City during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

ACCOUNTING ESTIMATES AND MANAGEMENT JUDGMENTS

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The most sensitive estimates affecting the financial statements were:

- **Value of Land Held for Resale** – Management's estimates of these assets are based on net realizable value (lower of cost or acquisition value).

- **Depreciation** – Management's estimates of depreciation expense are based on the estimated useful lives of the assets.

- **Compensated Absences** – Management's estimate is based on current rates of pay and unused compensated absence balances.

- **Total Other Post-Employment Benefit (OPEB) and Net Pension Liabilities** – The City has recorded balances and activity for OPEB and pension benefits. These obligations are calculated using actuarial methodologies described in the GASB Statement Nos. 68 and 75. These actuarial calculations include significant assumptions, including projected changes, healthcare insurance costs, investment returns, retirement ages, proportionate share, and employee turnover.

We evaluated the key factors and assumptions used by management to develop these estimates in determining that they are reasonable in relation to the basic financial statements taken as a whole.

Certain financial statement disclosures are particularly sensitive because of their significance to financial statement users. The disclosures included in the notes to the basic financial statements related to OPEB and pension benefits are particularly sensitive, due to the materiality of the liabilities, and the large and complex estimates involved in determining the disclosures.

The financial statement disclosures are neutral, consistent, and clear.

DIFFICULTIES ENCOUNTERED IN PERFORMING THE AUDIT

We encountered no significant difficulties in dealing with management in performing and completing our audit.

CORRECTED AND UNCORRECTED MISSTATEMENTS

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. There were no misstatements detected as a result of audit procedures that were material, either individually or in the aggregate, to each opinion unit's financial statements taken as a whole.

DISAGREEMENTS WITH MANAGEMENT

For purposes of this report, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

MANAGEMENT REPRESENTATIONS

We have requested certain representations from management that are included in the management representation letter dated May 19, 2020.

MANAGEMENT CONSULTATIONS WITH OTHER INDEPENDENT ACCOUNTANTS

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the City's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

OTHER AUDIT FINDINGS OR ISSUES

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the City's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

OTHER MATTERS

We applied certain limited procedures to the management's discussion and analysis (MD&A) and the remaining required supplementary information (RSI) that supplements the basic financial statements. Our procedures consisted of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We did not audit the RSI and do not express an opinion or provide any assurance on the RSI.

We were engaged to report on the combining and individual fund statements and schedules, reported as supplemental information accompanying the financial statements, which is not RSI. With respect to this supplemental information, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with accounting principles generally accepted in the United States of America, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the supplemental information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves.

We were not engaged to report on the introductory and statistical sections, which accompany the financial statements, but are not RSI. Such information has not been subjected to the auditing procedures applied in the audit of the basic financial statements and, accordingly, we do not express an opinion or provide any assurance on it.

GOVERNMENTAL FUNDS OVERVIEW

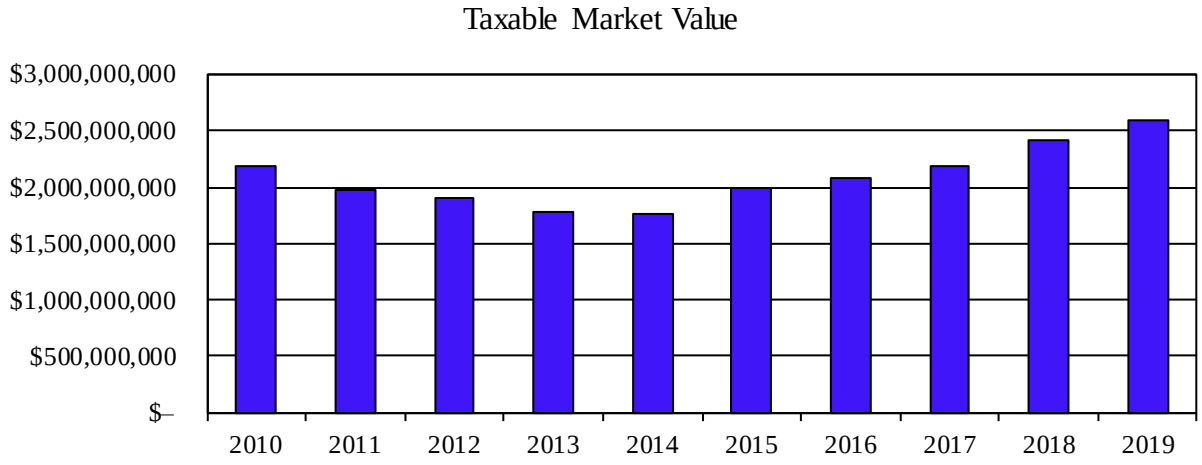
This section of the report provides you with an overview of the financial trends and activities of the City's governmental funds, which includes the General, special revenue, debt service, and capital project funds. These funds are used to account for the basic services the City provides to all of its citizens, which are financed primarily with property taxes. The governmental fund information in the City's financial statements focuses on budgetary compliance and the sufficiency of each governmental fund's current assets to finance its current liabilities.

PROPERTY TAXES

Minnesota cities rely heavily on local property tax levies to support their governmental fund activities. For the 2018 fiscal year, local ad valorem property tax levies provided 41.5 percent of the total governmental fund revenues for cities over 2,500 in population, and 36.7 percent for cities under 2,500 in population. Total property taxes levied by all Minnesota cities for taxes payable in 2019 increased 5.6 percent from the prior year.

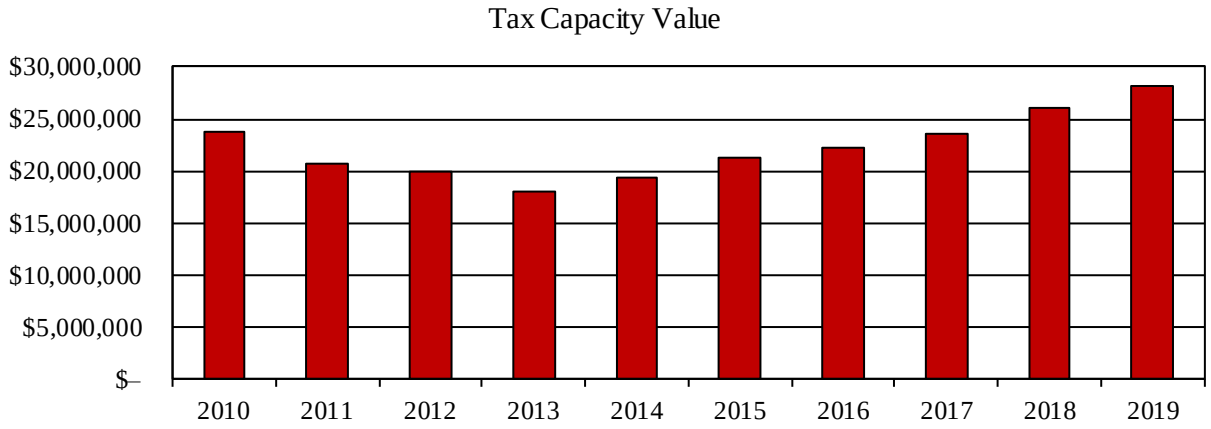
The total tax capacity value of property in Minnesota cities increased about 7.1 percent for the 2019 levy year. The tax capacity values used for levying property taxes are based on the assessed market values for the previous fiscal year (e.g., tax capacity values for taxes levied in 2019 were based on assessed market values as of January 1, 2018), so the trend of change in these tax capacity values lags somewhat behind the housing market and economy in general.

The City's taxable market value increased 10.1 percent for taxes payable in 2018 and 7.5 percent for taxes payable in 2019. The following graph shows the City's changes in taxable market value over the past 10 years:



Tax capacity is considered the actual base available for taxation. It is calculated by applying the state's property classification system to each property's market value. Each property classification, such as commercial or residential, has a different calculation and uses different rates. Consequently, a city's total tax capacity will change at a different rate than its total market value, as tax capacity is affected by the proportion of a city's tax base that is in each property classification from year-to-year, as well as legislative changes to tax rates. The City's tax capacity increased 10.3 percent for 2018 and 8.2 percent for 2019.

The following graph shows the City's change in tax capacities over the past 10 years:



The following table presents the average tax rates applied to city residents for each of the last three levy years:

Rates Expressed as a Percentage of Net Tax Capacity

	City of Ramsey		
	2017	2018	2019
Average tax rate			
City	42.4	41.7	40.4
County	37.3	35.8	34.9
School	18.6	18.4	16.3
Special taxing	5.1	4.9	4.6
Total	103.4	100.8	96.2

The school tax rate for Independent School District No. 11, Anoka-Hennepin, was used for the above table.

The improvement in tax capacity values previously discussed, contributed to the decrease in the City's average tax rate presented in the table above.

GOVERNMENTAL FUND BALANCES

The following table summarizes the changes in the fund balances of the City's governmental funds during the year ended December 31, 2019, presented both by fund balance classification and by fund:

Governmental Fund Changes in Fund Balance

	Fund Balance as of December 31, 2019	Fund Balance as of December 31, 2018	Change
Fund balances of governmental funds			
Total by classification			
Nonspendable	$ 25,441	$ 22,540	$ 2,901
Restricted	19,957,595	19,369,642	587,953
Committed	1,184,262	1,631,444	(447,182)
Assigned	15,297,043	14,094,178	1,202,865
Unassigned	8,856,806	8,468,792	388,014
Total governmental funds	$ 45,321,147	$ 43,586,596	$ 1,734,551
Total by fund			
Major funds			
General	$ 8,880,446	$ 8,490,127	$ 390,319
Special revenue funds			
Tax Increment	4,849,174	4,841,978	7,196
COR Land	8,629,937	8,629,937	–
Private Developer	–	–	–
Debt Service Fund			
2011A Armstrong/Bunker Bond	1,355,204	971,719	383,485
Capital Project Fund			
Public Improvement Revolving	4,326,318	4,399,893	(73,575)
Road Reconstruction and Overlay	814,565	911,902	(97,337)
Public Facilities Construction	1,283,294	1,095,055	188,239
Nonmajor funds	15,182,209	14,245,985	936,224
Total governmental funds	$ 45,321,147	$ 43,586,596	$ 1,734,551

As reflected in the table above, total governmental fund balance increased by $1,734,551. The increase is due in part to continued development in the City and favorable operating results of the General Fund in the current year. The change was spread across several funds, including the nonmajor capital project funds, primarily for park improvements.

GOVERNMENTAL FUNDS REVENUE

The following table presents the per capita revenue of the City's governmental funds for the past three years, along with state-wide averages.

We have included the most recent comparative state-wide averages available from the Office of the State Auditor to provide a benchmark for interpreting the City's data. The amounts received from the typical major sources of governmental fund revenue will naturally vary between cities based on factors such as a city's stage of development, location, size and density of its population, property values, services it provides, and other attributes. It will also differ from year-to-year, due to the effect of inflation and changes in its operation. Also, certain data in these tables may be classified differently than how they appear in the City's financial statements in order to be more comparable to the state-wide information, particularly in separating capital expenditures from current expenditures.

We have designed this section of our management report using per capita data in order to better identify unique or unusual trends and activities of the City. We intend for this type of comparative and trend information to complement, rather than duplicate, information in the MD&A. An inherent difficulty in presenting per capita information is the accuracy of the population count, which for most years is based on estimates.

Governmental Funds Revenue per Capita
With State-Wide Averages by Population Class

	State-Wide		City of Ramsey		
Year	2017	2018	2017	2018	2019
Population	20,000–100,000	20,000–100,000	26,251	26,462	27,051
Property taxes	$ 475	$ 493	$ 398	$ 432	$ 436
Tax increments	38	43	27	37	40
Franchise and other taxes	48	50	–	–	–
Special assessments	59	57	37	21	38
Licenses and permits	49	47	28	39	33
Intergovernmental revenues	147	157	84	111	56
Charges for services	103	112	56	89	70
Other	48	49	46	52	81
Total revenue	$ 967	$ 1,008	$ 676	$ 781	$ 754

The City's governmental funds have generated significantly less revenue per capita in total than other Minnesota cities in its population class. A city's stage of development, along with the way a city finances various capital projects, will impact the mix of revenue sources it receives.

The City's governmental fund revenues for 2019 were $20,400,906, a decrease of $293,601 from the prior year. On a per capita basis, the City received $754 in governmental fund revenue for 2019, a decrease of $27 from the prior year. The largest change was the $55 decrease in intergovernmental revenues, due to the City recognizing a MNDOT grant on a joint project that occurred in the prior year. The increase in the "other" category was primarily due to improved investment earnings in the current year.

GOVERNMENTAL FUND EXPENDITURES

The expenditures of governmental funds will also vary from state-wide averages and from year-to-year, based on the City's circumstances. Expenditures are classified into three types as follows:

- **Current** – These are typically the general operating type expenditures occurring on an annual basis, and are primarily funded by general sources, such as taxes and intergovernmental revenues.

- **Capital Outlay and Construction** – These expenditures do not occur on a consistent basis, more typically fluctuating significantly from year-to-year. Many of these expenditures are project-oriented, and are often funded by specific sources that have benefited from the expenditure, such as special assessment improvement projects.

- **Debt Service** – Although the expenditures for debt service may be relatively consistent over the term of the respective debt, the funding source is the important factor. Some debt may be repaid through specific sources, such as special assessments or redevelopment funding, while other debt may be repaid with general property taxes.

The City's expenditures per capita of its governmental funds for the past three years, together with state-wide averages, are presented in the following table:

Governmental Funds Expenditures per Capita
With State-Wide Averages by Population Class

	State-Wide		City of Ramsey		
Year	2017	2018	2017	2018	2019
Population	20,000–100,000	20,000–100,000	26,251	26,462	27,051
Current					
General government	$ 101	$ 104	$ 154	$ 159	$ 161
Public safety	287	294	180	181	198
Public works	101	106	97	90	93
Recreation	99	104	75	49	47
All other	77	78	–	–	–
	665	686	506	479	499
Capital outlay and construction	263	307	73	135	56
Debt service					
Principal	121	109	79	79	84
Interest and fiscal	32	29	37	35	32
	153	138	116	114	116
Total expenditures	$ 1,081	$ 1,131	$ 695	$ 728	$ 671

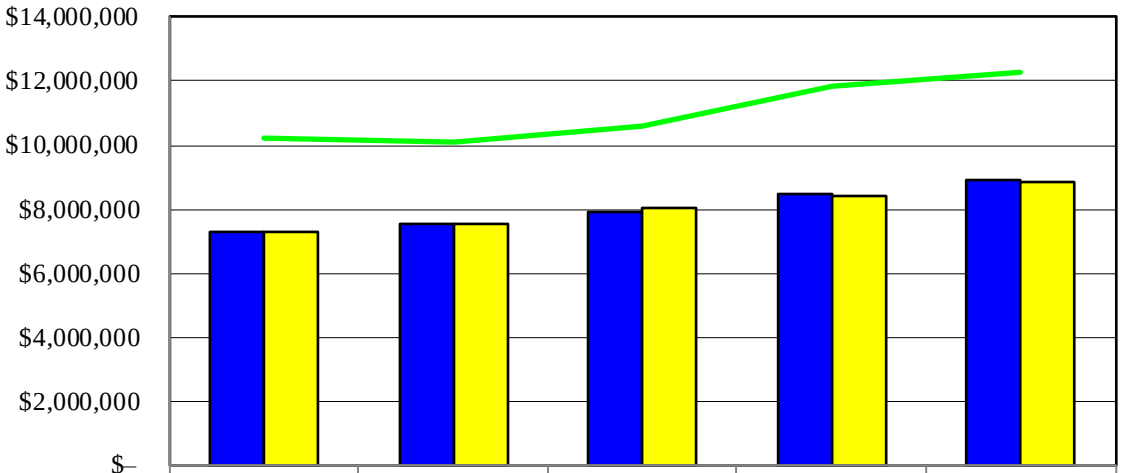
The City has historically and consistently used limited expenditure functions for financial statement reporting purposes. As the City has grown and increased spending for community development and other areas, we encourage the City to review the format and level of functional detail presented in future comprehensive annual financial reports. We believe this will enhance comparisons to state-wide averages and improve financial statement transparency, identifying changes from year-to-year.

Total expenditures in the City's governmental funds for 2019 were $18,168,289, a decrease of $1,106,911 from the prior year. On a per capita basis, the City expended a total of $671 in 2019. Current expenditures increased $20 per capita over the prior year, primarily in public safety. With fewer projects in the current year, capital outlay expenditures were $79 less per capita than the prior year. Debt service spending increased by $2 per capita as planned with debt financing agreements. Like revenues, expenditures have typically been less than the state-wide averages.

GENERAL FUND

The City's General Fund accounts for the financial activity of the basic services provided to the community. The primary services included within this fund are the administration of the municipal operation, police and fire protection, building inspection, streets and highway maintenance, and parks and recreation. The graph below illustrates the change in the General Fund financial position over the last five years. We have also included a line representing annual revenues to reflect the change in the size of the General Fund operation over the same period.

General Fund Financial Position
Year Ended December 31,



	2015	2016	2017	2018	2019
Fund Balance	$7,273,045	$7,517,393	$7,912,618	$8,490,127	$8,880,446
Cash (Net)	$7,280,307	$7,524,681	$8,004,958	$8,422,544	$8,846,081
Revenue	$10,223,395	$10,110,798	$10,583,302	$11,856,968	$12,305,492

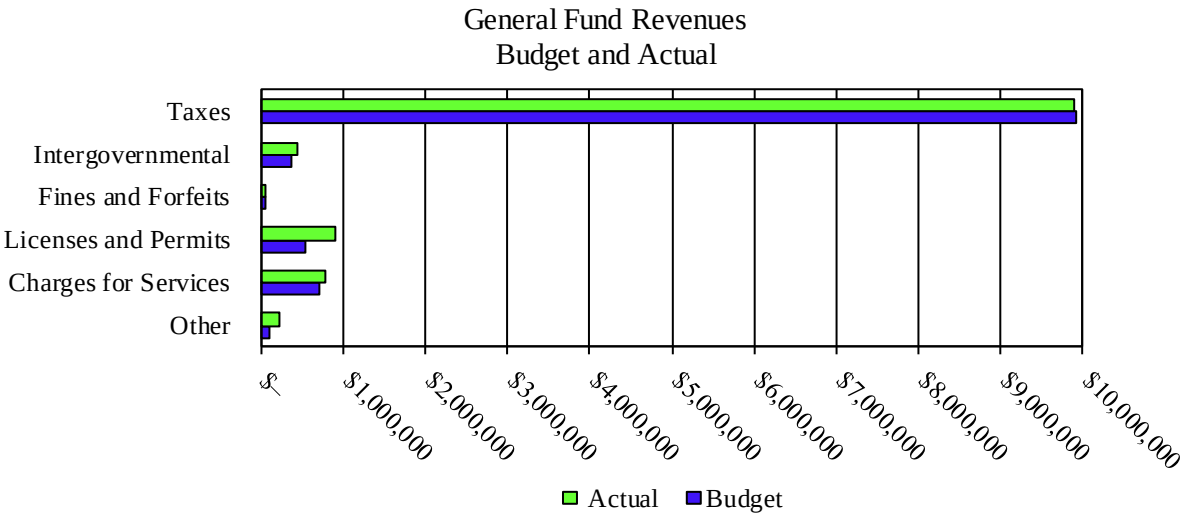
The City's General Fund cash and investments balance (net of interfund borrowing) at December 31, 2019 was $8,846,081, an increase of $423,537 from the previous year. Total fund balance at year-end was $8,880,446, an increase of $390,319 from the prior year.

The stability of the General Fund's financial position is greatly attributed to the City's "Fund Balance and Excess Revenue Policy," as well as the general budgeting policies. These policies have allowed the City to provide funding for equipment replacement and recurring capital maintenance programs without disrupting the General Fund's financial position. This is an important factor because a government, like any organization, requires a certain amount of equity to operate. The amount of required equity increases as the size of the operation increases. An increase in the size of the operation is natural, caused by such things as inflation, population growth, desired increases in services, and—something which has impacted cities significantly in recent years—mandated increases in services and administrative requirements.

Generally, a healthy financial position allows the City to avoid volatility in tax rates; helps minimize the impact of state funding changes; allows for the adequate and consistent funding of services, repairs, and unexpected costs; and can be a factor in determining the City's bond rating and resulting interest costs.

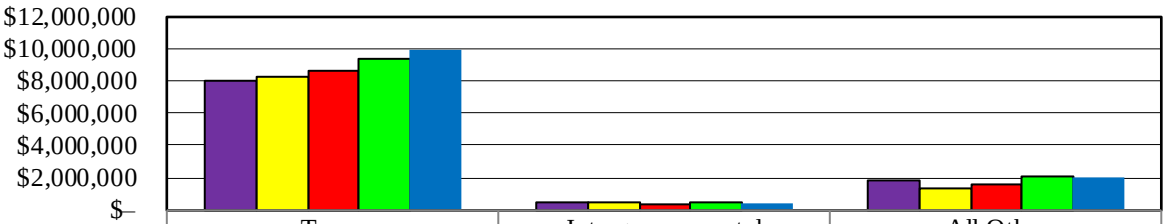
A trend that is typical to Minnesota local governments, especially the General Fund of cities, is the unusual cash flow experienced throughout the year. The City's General Fund cash disbursements are made fairly evenly during the year other than the impact of seasonal services such as snowplowing, street maintenance, and park activities. Cash receipts of the General Fund are quite a different story. Property taxes comprise 80.5 percent of the fund's total annual revenue. Approximately half of these revenues are received by the City in July and the rest in December. Consequently, the City needs to have adequate cash reserves to finance its everyday operations between these payments.

The following graph reflects the City's General Fund revenues, budget and actual, for 2019:



Total General Fund revenues for 2019 were $12,305,492, an increase of $448,524 (3.8 percent) from the previous year, and $599,160 (5.1 percent) more than budget. The favorable variance was primarily in licenses and permits and charges for services, which fluctuate with development levels in the City. Improved investment results (included in "Other" above) also contributed to revenues exceeding budget. The City's practice to conservatively budget for these categories contributed to revenues surpassing budget.

The following graph presents the City's General Fund revenues by source for the last five years:

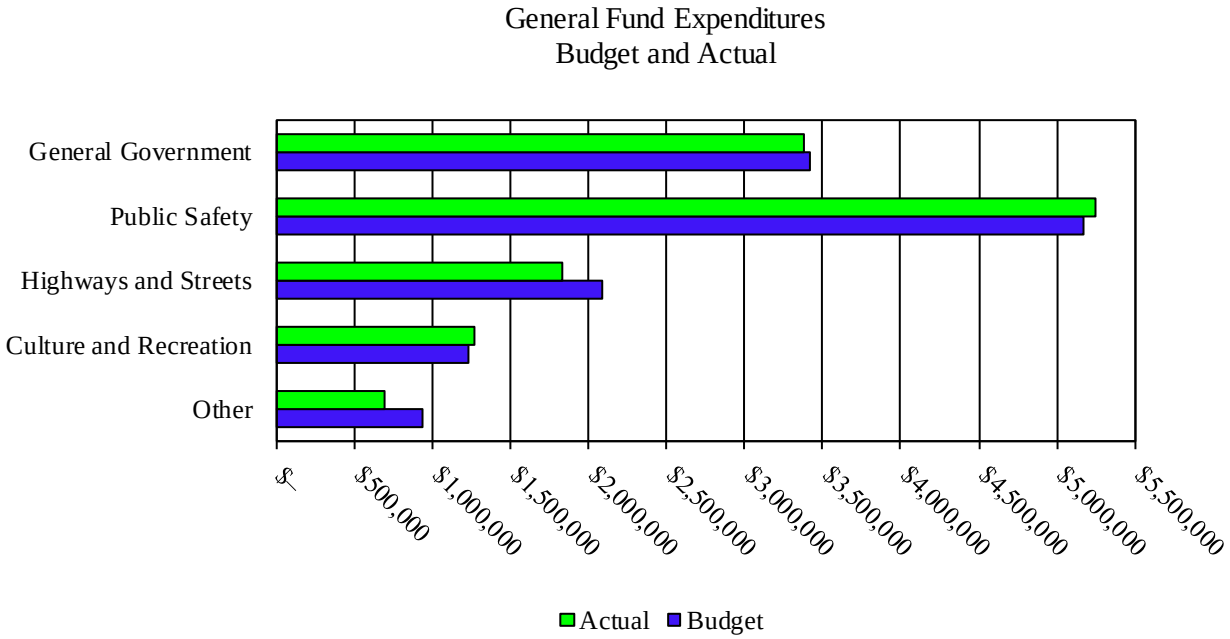


	Taxes	Intergovernmental	All Other
2015	$7,961,871	$470,713	$1,790,811
2016	$8,261,529	$482,243	$1,367,026
2017	$8,594,143	$375,045	$1,614,114
2018	$9,411,418	$418,106	$2,027,444
2019	$9,902,811	$442,366	$1,960,315

The trend of increased reliance on tax revenue and decreasing intergovernmental (primarily state revenue) is typical to Minnesota cities. As presented in the graph above, property taxes account for 80.5 percent of General Fund revenues.

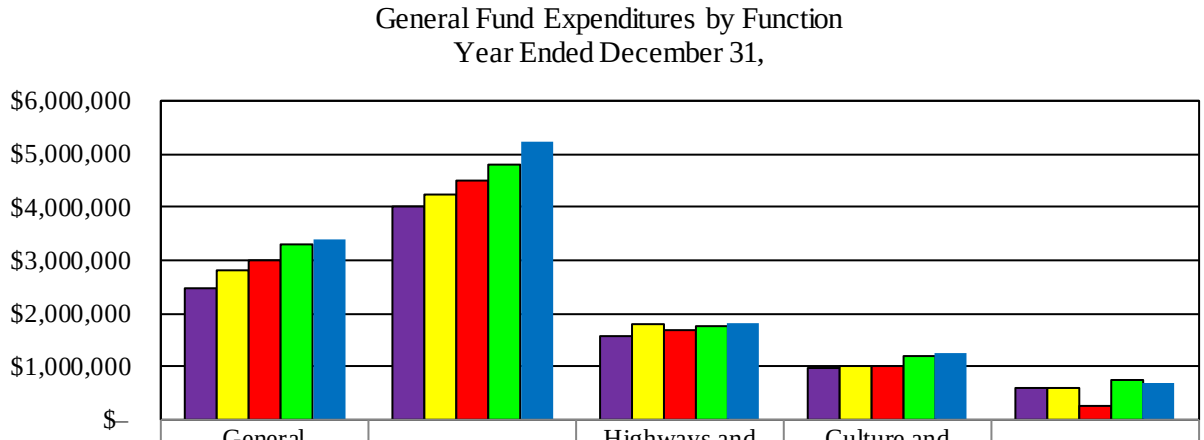
During 2019, tax sources increased by $491,393, due to an increase in the approved General Fund levy. The City received $24,260 more intergovernmental revenue in 2019. The 2019 decrease in the category for all other ($67,129) above includes licenses, permits, and charges for services related to less activity compared to the prior year. Improved investment earnings partially offset the decrease in "all other" revenue sources.

The following graph reflects the City's General Fund expenditures, budget and actual, for 2019:



General Fund expenditures totaled $12,415,455 in 2019, an increase of $650,228 (or 5.5 percent) from the prior year, and were $423,327 (or 3.3 percent) under the final budget. The variance to budget was related to savings in general government, highways and streets, and other, which includes capital outlay and debt service.

The following graph shows General Fund expenditures for the last five years:



	General Government	Public Safety	Highways and Streets	Culture and Recreation	Other
2015	$2,491,491	$4,011,871	$1,558,414	$974,724	$612,961
2016	$2,802,965	$4,234,482	$1,788,385	$1,027,267	$592,985
2017	$3,009,414	$4,499,681	$1,702,747	$1,019,376	$262,554
2018	$3,292,680	$4,788,902	$1,756,372	$1,190,099	$737,174
2019	$3,386,029	$5,244,827	$1,827,573	$1,266,338	$690,688

As the graph displays, the increase in expenditures was spread across most categories as anticipated in the budget. Natural inflationary increases and the continued growth in development in the City contributed to the overall increase in expenditures. A slight decrease in capital spending accounted for the change in the "other" category presented above.

ENTERPRISE FUNDS OVERVIEW

The City maintains several enterprise funds to account for services the City provides that are financed primarily through fees charged to those utilizing the service. This section of the report provides you with an overview of the financial trends and activities of the City's enterprise funds, which includes the Water, Sewer, Street Light, Recycling, and Storm Water Utility Funds.

The utility funds comprise a considerable portion of the City's activities. These funds help to defray overhead and administrative costs and provide additional support to general government operations by way of annual transfers. We understand that the City is proactive in reviewing these activities on an ongoing basis and we want to reiterate the importance of continually monitoring these operations. Over the years, we have emphasized to our city clients the importance of these utility operations being self-sustaining, preventing additional burdens on general governmental funds. This would include the accumulation of net position for future capital improvements and to provide a cushion in the event of a negative trend in operations.

ENTERPRISE FUNDS FINANCIAL POSITION

The following table summarizes the changes in the financial position of the City's enterprise funds during the year ended December 31, 2019, presented both by classification and by fund:

Enterprise Funds Change in Financial Position

	Net Position as of December 31, 2019	Net Position as of December 31, 2018	Change
Net position of enterprise funds			
Total by classification			
Net investment in capital assets	$ 55,575,211	$ 53,653,338	$ 1,921,873
Unrestricted	46,993,793	43,024,292	3,969,501
Total enterprise funds	$ 102,569,004	$ 96,677,630	$ 5,891,374
Total by fund			
Water Utility	$ 52,913,246	$ 49,832,678	$ 3,080,568
Sewer Utility	31,986,824	30,823,058	1,163,766
Street Light Utility	1,922,241	1,853,352	68,889
Recycling Utility	422,225	405,416	16,809
Storm Water Utility	15,324,468	13,763,126	1,561,342
Total enterprise funds	$ 102,569,004	$ 96,677,630	$ 5,891,374

In total, the net position of the City's enterprise funds increased by $5,891,374 as presented in the table above. Intergovernmental revenue, connection fees, and capital contributions recognized, along with positive operating results, contributed to the total overall increase in net position within the City's enterprise funds.

The following table presents five years of comparative operating results for each of the City's utility enterprise funds:

	Operating Results – Fiscal Year Ended December 31,				
	2015	2016	2017	2018	2019
Utility enterprise funds					
Water					
Operating revenue	$ 2,045,225	$ 1,953,478	$ 2,772,003	$ 3,484,687	$ 2,138,209
Operating expenses	1,278,204	1,489,070	1,396,021	1,590,737	1,481,163
Operating income	$ 767,021	$ 464,408	$ 1,375,982	$ 1,893,950	$ 657,046
Operating income as a percentage of operating revenue	37.5 %	23.8 %	49.6 %	54.4 %	30.7 %
Sewer					
Operating revenue	$ 1,392,101	$ 1,458,250	$ 1,784,755	$ 2,182,944	$ 1,672,072
Operating expenses	1,291,509	1,438,141	1,535,664	1,523,670	1,628,839
Operating income	$ 100,592	$ 20,109	$ 249,091	$ 659,274	$ 43,233
Operating income as a percentage of operating revenue	7.2 %	1.4 %	14.0 %	30.2 %	2.6 %
Street Light					
Operating revenue	$ 190,872	$ 196,253	$ 204,418	$ 211,360	$ 217,169
Operating expenses	178,666	176,732	159,378	160,952	171,619
Operating income	$ 12,206	$ 19,521	$ 45,040	$ 50,408	$ 45,550
Operating income as a percentage of operating revenue	6.4 %	9.9 %	22.0 %	23.8 %	21.0 %
Recycling					
Operating revenue	$ 307,128	$ 308,052	$ 310,471	$ 317,090	$ 319,940
Operating expenses	320,901	359,418	373,775	380,055	380,192
Operating income (loss)	$ (13,773)	$ (51,366)	$ (63,304)	$ (62,965)	$ (60,252)
Operating income (loss) as a percentage of operating revenue	(4.5) %	(16.7) %	(20.4) %	(19.9) %	(18.8) %
Storm Water					
Operating revenue	$ 770,812	$ 1,034,552	$ 958,960	$ 1,057,705	$ 1,168,494
Operating expenses	557,267	742,043	633,101	573,878	588,224
Operating income	$ 213,545	$ 292,509	$ 325,859	$ 483,827	$ 580,270
Operating income as a percentage of operating revenue	27.7 %	28.3 %	34.0 %	45.7 %	49.7 %

As displayed in the table above, each of the individual enterprise funds was able to report positive operating results for the year ended December 31, 2019, with the exception of the Recycling Fund. This loss was covered by the County Recycling Grant, which typically subsidizes these operations.

Overall operating revenues totaled $5,515,884 in 2019, compared to $7,253,786 in the prior year. This significant change was due to reduced water usage with significant rainfall during the year and a reporting change to present developer connection fees as nonoperating revenues in the current year. This reporting change impacted the water and sewer utility operations.

Operating expenses were up slightly from the prior year, with $4,250,037 in 2019 compared to $4,229,292 of spending incurred in 2018, or an overall increase of 0.5 percent.

GOVERNMENT-WIDE FINANCIAL STATEMENTS

In addition to fund-based information, the current reporting model for governmental entities also requires the inclusion of two government-wide financial statements designed to present a clear picture of the City as a single, unified entity. These government-wide financial statements provide information on the total cost of delivering services, including capital assets and long-term liabilities.

STATEMENT OF NET POSITION

The Statement of Net Position essentially tells you what the City owns and owes at a given point in time, the last day of the fiscal year. Theoretically, net position represents the resources the City has leftover to use for providing services after its debts are settled. However, those resources are not always in spendable form, or there may be restrictions on how some of those resources can be used. Therefore, net position is divided into three components: net investment in capital assets, restricted, and unrestricted.

- **Net Investment in Capital Assets** – The portion of net position reflecting equity in capital assets (i.e., capital assets minus related debt).

- **Restricted Net Position** – The portion of net position equal to resources whose use is legally restricted minus any noncapital-related liabilities payable from those same resources.

- **Unrestricted Net Position** – The residual balance of net position after the elimination of *net investment in capital assets* and *restricted net position.*

The following table presents the components of the City's net position as of December 31, 2019 and 2018, for governmental activities and business-type activities:

	As of December 31,		
	2019	2018	Change
Net position			
Governmental activities			
Net investment in capital assets	$ 44,658,317	$ 43,551,135	$ 1,107,182
Restricted	21,006,537	20,935,216	71,321
Unrestricted	16,759,261	15,666,889	1,092,372
Total governmental activities	82,424,115	80,153,240	2,270,875
Business-type activities			
Net investment in capital assets	55,575,211	53,653,338	1,921,873
Unrestricted	46,993,793	43,024,292	3,969,501
Total business-type activities	102,569,004	96,677,630	5,891,374
Total net position	$ 184,993,119	$ 176,830,870	$ 8,162,249

Net position increased by $8,162,249 in the current year as presented above. At the end of the current fiscal year, the City is able to present positive balances in all categories of net position, both for the government as a whole, as well as for its separate governmental and business-type activities. The same situation held true for the prior fiscal year.

The increase in net position within governmental activities presents the overall operating results of the governmental funds, as previously discussed, along with the continued development and investment in infrastructure within the City. The change in net position of business-type activities is consistent with the change of the utility enterprise operations.

STATEMENT OF ACTIVITIES

The Statement of Activities tracks the City's yearly revenues and expenses, as well as any other transactions that increase or reduce total net position. These amounts represent the full cost of providing services. The Statement of Activities provides a more comprehensive measure than just the amount of cash that changed hands, as reflected in the fund-based financial statements. This statement includes the cost of supplies used, depreciation of long-lived capital assets, and other accrual-based expenses.

The following table presents the change in the net position of the City for the years ended December 31, 2019 and 2018:

	2019			2018
	Expenses	Program Revenues	Net Change	Net Change
Net (expense) revenue				
Governmental activities				
General government	$ 5,139,352	$ 1,710,668	$ (3,428,684)	$ (3,446,079)
Public safety	5,844,265	1,488,109	(4,356,156)	(3,714,700)
Highways and streets	4,442,720	2,552,513	(1,890,207)	(166,131)
Culture and recreation	1,756,810	1,023,871	(732,939)	(283,569)
Interest and fiscal charges	845,651	–	(845,651)	(883,292)
Business-type activities				
Water utility	1,483,584	3,755,858	2,272,274	2,236,970
Sewer utility	1,631,260	2,354,229	722,969	967,045
Street light utility	171,619	217,169	45,550	50,408
Recycling utility	380,192	387,150	6,958	8,956
Storm water utility	590,645	1,465,649	875,004	739,562
Total net (expense) revenue	$ 22,286,098	$ 14,955,216	(7,330,882)	(4,490,830)
General revenues				
Property taxes			12,894,388	12,384,300
General grants and contributions			5,617	102,994
Investment earnings			2,584,698	1,228,823
Gain on sale of capital assets			8,428	75,047
Total general revenues			15,493,131	13,791,164
Change in net position			$ 8,162,249	$ 9,300,334

One of the goals of this statement is to provide a side-by-side comparison to illustrate the difference in the way the City's governmental and business-type operations are financed. The table clearly illustrates the dependence of the City's governmental operations on general revenues, such as property taxes and unrestricted grants. It also shows that the City's business-type activities are generating sufficient program revenues (service charges and program-specific grants) to cover expenses. This is critical given the current downward pressures on the general revenue sources.

LEGISLATIVE UPDATES

The 2019 legislative session began with a projected state general fund surplus of $1.052 billion. The legislative agenda was primarily focused on setting an operating budget for the state's fiscal 2020-2021 biennium. At the end of the regular session, only a higher education budget bill had been completed. However, after a special session, the Legislature was able to address the 11 remaining budget bills, as well as pass an omnibus tax bill and small pension bill. The following is a brief summary of specific legislative changes from the 2019 session or previous legislative sessions potentially impacting Minnesota cities.

Local Government Aid (LGA) – An additional $26 million was added to the appropriation for the city LGA formula beginning in fiscal 2020, bringing the total state-wide appropriation to $560.4 million. An additional $4 million was added to the appropriation beginning in fiscal 2021. The LGA distribution formula for 2020 was altered to provide that a city's 2020 LGA may not be less than its 2019 aid, and the cap on maximum aid losses in any year thereafter was modified.

Bonding Bill – The 2019 bonding bill provided financing for approximately $102 million of projects and funding authorized by the 2018 omnibus bonding bill, which had been legally challenged due to their reliance on the use of the Environment and Natural Resources Trust Fund to generate appropriation bonds. The 2019 Legislature changed the funding source for these projects to general obligation bonds, clearing the way for the projects to go forward. Included in this was $59 million earmarked for city water and wastewater projects through the state Public Facilities Authority.

Local Option Sales Tax Process – Effective May 1, 2019, the process for cities to enact a local option sales tax have been modified, requiring special legislation prior to a local referendum vote. Cities must now adopt a resolution specifying the proposed sales tax rate and time frame for the sales tax. The resolution must also include a detailed description of the project or projects (up to five) to be funded by the sales tax, the amount to be raised for each project, and documentation of the regional significance of each project. The resolution must be submitted to the House and Senate tax committee chairs by January 31st to be considered for special legislation by the State Legislature. If special legislation is approved, voter approval must be obtained by referendum at a general election within two years of legislative approval.

Wage Theft – The Legislature enacted a number of changes in employment law aimed at reducing wage theft by employers. The changes require employers to provide written notice to new employees of specific wage information including rate of pay, allowances, paid leave, deductions, days in a pay period, and the employer's legal name, address, and phone number. Employers must also provide an earnings statement that includes similar information. The changes also create new requirements for employer recordkeeping for hours worked each day and each workweek, and imposes penalties for failure to do so and for refusal to make the records available for inspection by the Department of Labor.

Written Estimates of Consulting Fees – Effective August 1, 2019, upon request by applicants for a permit, license, or other approval relating to real estate development or construction, cities are required to provide a written, nonbinding estimate of consulting fees to be charged to the applicant based on information available at that time. The related application will not be considered complete until the city has provided the estimate, received the required application fees, and received the applicant's signed acceptance of the fee estimate along with a signed statement that the applicant has not relied on the fee estimate in its decision to proceed with the application.

Contract Retainage – Effective for contracts entered into August 1, 2019 or later, contract retainage must be released no later than 60 days after the related construction project reaches substantial completion as defined by statute. After substantial completion, cities can still withhold amounts equal to, 1) 250 percent of the cost to correct or complete work known at the time of substantial completion, and 2) the greater of $500 or 1 percent of the value of the contract pending the completion of "final paperwork," including documents required to fulfill contractual obligations such as operating manuals, payroll documents for projects subject to prevailing wage requirements, and contractor payroll tax withholding affidavits. Any resulting reduction in retainage must be passed from the contractor to all subcontractors at the same rate.

Driver and Vehicle Registration System (VTRS) – The Legislature selected VTRS, a third party vendor system, to replace the failed Minnesota Licensing and Registration System (MNLARS). Fees from driver's licenses, license plates, and filing fees were increased and a technology surcharge imposed on vehicle registration renewals to pay for the implementation of VTRS, the decommissioning of MNLARS, and to temporarily increase the capacity of Driver and Vehicle Services to meet public service needs. Included in this is $13 million appropriated in 2019 for reimbursement grants to deputy registrars for costs related to MNLARS. The grants, which would be determined by formula, would require the deputy registrar accepting the grant to release the state from any further liability or claims related to MNLARS.

Vaping Ordinance Authority – Effective July 1, 2019, cities are allowed to enact and enforce ordinances with more stringent measures than the Minnesota Clean Indoor Air Act to protect individuals from involuntary exposure to aerosol or vapor from electronic delivery devices.

Water Connection Fees – Effective January 1, 2020, the annual water connection fees cities are required to collect on behalf of the Minnesota Department of Health for water testing and support has been increased from $6.36 to $9.72.

Military Exception to Open Meeting Law – Effective August 1, 2019, members of a public body that are in the military will be allowed to participate in public meetings via interactive television when they are at a required drill, deployed, or on active duty. The member may participate under this exception up to three times a year.

Pension Plan Changes – The 2019 pension bill included several changes to the various pension plans throughout the state:

- Changes to plans administered by the Public Employees Retirement Association (PERA) included:

    - The rights of PERA General Employees Retirement Fund (GERF) plan and Public Employees Police and Fire Fund (PEPFF) plan members to purchase service credit for periods of military leave were expanded. This gives plan members the right to purchase up to five years of service credit for military service leave that is not federally protected because the service occurred prior to public employment or the member did not meet the payment deadlines applicable to federally protected leave service credit purchases.

    - The Phased Retirement Option (PRO) program, which gives cities an opportunity to retain potentially retiring employees that are GERF plan members aged 62 or over, was altered and made permanent. Under a PRO arrangement, an employee would begin collecting a retirement annuity, but could continue working for their current employer for up to five years if they agree to a work schedule that represents a reduction of at least 25 percent each pay period from their current schedule, up to a maximum of 1,044 hours per year. Employees would not be allowed to contribute to a pension benefit plan or accrue additional service time while working under a PRO.

    - A process was established for municipalities and joint powers entities to terminate participation in the PERA Statewide Volunteer Firefighter (SVF) plan if, 1) the entity has either eliminated its fire department or ceased using the services of all departing firefighters and any other noncareer or volunteer firefighters, and 2) the entity's account has assets sufficient to cover all liabilities including the fully vested liabilities for all departing firefighters and administrative expenses.

- Changes impacting volunteer firefighter relief associations (VRFAs) included:

    - Effective January 1, 2020, vesting schedules for defined contribution plans cannot require that a member have more than 20 years of active service to become 100 percent vested in the member's account, or provide for a larger vesting percentage with respect to the completed years of service than as provided in the statutory schedule.

    - Effective January 1, 2020, the permitted graded vesting schedule for defined benefit pension plans is reduced from 20 years to 10 years for full vesting. Also, plans cannot require that a member have more than 20 years of active service to become 100 percent vested in the member's accrued service pension, or provide for a larger vesting percentage with respect to the completed years of service than as provided in the statutory schedule.

    - Effective January 1, 2020, supplemental benefits are allowed to be paid to designated beneficiaries or estates when plan members have no surviving spouse or children.

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ACCOUNTING AND AUDITING UPDATES

The following is a summary of GASB standards expected to be implemented in the next few years. Due to the COVID-19 outbreak, the GASB has delayed the original implementation dates of these and other standards as described below.

GASB STATEMENT NO. 87, *LEASES*

A lease is a contract that transfers control of the right to use another entity's nonfinancial asset as specified in the contract for a period of time in an exchange or exchange-like transaction. Examples of nonfinancial assets include buildings, land, vehicles, and equipment. Any contract that meets this definition should be accounted for under the leases guidance, unless specifically excluded in this statement.

Governments enter into leases for many types of assets. Under the previous guidance, leases were classified as either capital or operating depending on whether the lease met any of the four tests. In many cases, the previous guidance resulted in reporting lease transactions differently than similar nonlease financing transactions.

The goal of this statement is to better meet the information needs of users by improving accounting and financial reporting for leases by governments. It establishes a single model for lease accounting based on the principle that leases are financings of the right to use an underlying asset. This statement increases the usefulness of financial statements by requiring recognition of certain lease assets and liabilities for leases that previously were classified as operating leases and recognized as inflows of resources or outflows of resources based on the payment provisions of the contract.

Under this statement, a lessee is required to recognize a lease liability and an intangible right to use lease asset, and a lessor is required to recognize a lease receivable and a deferred inflow of resources, thereby enhancing the relevance and consistency of information about governments' leasing activities.

To reduce the cost of implementation, this statement includes an exception for short-term leases, defined as a lease that, at the commencement of the lease term, has a maximum possible term under the lease contract of 12 months (or less), including any options to extend, regardless of their probability of being exercised. Lessees and lessors should recognize short-term lease payments as outflows of resources or inflows of resources, respectively, based on the payment provisions of the lease contract. The requirements of this statement were originally effective for reporting periods beginning after December 15, 2019 and are now effective for fiscal years beginning after June 15, 2021.

GASB STATEMENT NO. 91, *CONDUIT DEBT OBLIGATIONS*

The primary objectives of this statement are to provide a single method of reporting conduit debt obligations by issuers and eliminate diversity in practice associated with (1) commitments extended by issuers, (2) arrangements associated with conduit debt obligations, and (3) related note disclosures. This statement achieves those objectives by clarifying the existing definition of a conduit debt obligation; establishing that a conduit debt obligation is not a liability of the issuer; establishing standards for accounting and financial reporting of additional commitments and voluntary commitments extended by issuers and arrangements associated with conduit debt obligations; and improving required note disclosures.

A conduit debt obligation is defined as a debt instrument having all of the following characteristics:

- There are at least three parties involved: (1) an issuer, (2) a third party obligor, and (3) a debt holder or a debt trustee.
- The issuer and the third party obligor are not within the same financial reporting entity.
- The debt obligation is not a parity bond of the issuer, nor is it cross-collateralized with other debt of the issuer.
- The third party obligor or its agent, not the issuer, ultimately receives the proceeds from the debt issuance.
- The third party obligor, not the issuer, is primarily obligated for the payment of all amounts associated with the debt obligation (debt service payments).

This statement also addresses arrangements, often characterized as leases, that are associated with conduit debt obligations. In those arrangements, capital assets are constructed or acquired with the proceeds of a conduit debt obligation and used by third party obligors in the course of their activities.

This statement requires issuers to disclose general information about their conduit debt obligations, organized by type of commitment, including the aggregate outstanding principal amount of the issuers' conduit debt obligations and a description of each type of commitment. Issuers that recognize liabilities related to supporting the debt service of conduit debt obligations also should disclose information about the amount recognized and how the liabilities changed during the reporting period. The requirements of this statement were originally effective for reporting periods beginning after December 15, 2020 and are now effective after December 15, 2021. Earlier application is encouraged.

CITY OF RAMSEY
ANOKA COUNTY, MINNESOTA

Special Purpose Audit Reports

Year Ended
December 31, 2019

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CITY OF RAMSEY
ANOKA COUNTY, MINNESOTA

Special Purpose Audit Reports
Year Ended December 31, 2019

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MMKR
CERTIFIED PUBLIC ACCOUNTANTS

PRINCIPALS
Thomas A. Karnowski, CPA
Paul A. Radosevich, CPA
William J. Lauer, CPA
James H. Eichten, CPA
Aaron J. Nielsen, CPA
Victoria L. Holinka, CPA/CMA
Jaclyn M. Huegel, CPA
Kalen T. Karnowski, CPA

INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS

To the City Council and Management
City of Ramsey, Minnesota

We have audited, in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City of Ramsey, Minnesota (the City) as of and for the year ended December 31, 2019, and the related notes to the financial statements, which collectively comprise the City's basic financial statements, and have issued our report thereon dated May 19, 2020.

INTERNAL CONTROL OVER FINANCIAL REPORTING

In planning and performing our audit of the financial statements, we considered the City's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control. Accordingly, we do not express an opinion on the effectiveness of the City's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the City's financial statements will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

(continued)

Malloy, Montague, Karnowski, Radosevich & Co., P.A.
5353 Wayzata Boulevard • Suite 410 • Minneapolis, MN 55416 • Phone: 952-545-0424 • Fax: 952-545-0569 • www.mmkr.com

COMPLIANCE AND OTHER MATTERS

As part of obtaining reasonable assurance about whether the City's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards.*

PURPOSE OF THIS REPORT

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the City's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the City's internal control and compliance. Accordingly, this report is not suitable for any other purpose.

Malloy, Montague, Karnowski, Radosevich & Co., P.A.

Minneapolis, Minnesota
May 19, 2020

MMKR
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INDEPENDENT AUDITOR'S REPORT

ON MINNESOTA LEGAL COMPLIANCE

To the City Council and Management
City of Ramsey, Minnesota

We have audited, in accordance with auditing standards generally accepted in the United States of America, and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City of Ramsey, Minnesota (the City) as of and for the year ended December 31, 2019, and the related notes to the financial statements, which collectively comprise the City's basic financial statements, and have issued our report thereon dated May 19, 2020.

MINNESOTA LEGAL COMPLIANCE

In connection with our audit, nothing came to our attention that caused us to believe that the City failed to comply with the provisions of the contracting and bidding, deposits and investments, conflicts of interest, public indebtedness, claims and disbursements, miscellaneous provisions, and tax increment financing sections of the *Minnesota Legal Compliance Audit Guide for Cities*, promulgated by the State Auditor pursuant to Minnesota Statutes § 6.65, insofar as they relate to accounting matters. However, our audit was not directed primarily toward obtaining knowledge of such noncompliance. Accordingly, had we performed additional procedures, other matters may have come to our attention regarding the City's noncompliance with the above referenced provisions, insofar as they relate to accounting matters.

PURPOSE OF THIS REPORT

The purpose of this report is solely to describe the scope of our testing of compliance and the results of that testing, and not to provide an opinion on compliance. Accordingly, this report is not suitable for any other purpose.

Malloy, Montague, Karnowski, Radosevich & Co., P.A.

Minneapolis, Minnesota
May 19, 2020

Malloy, Montague, Karnowski, Radosevich & Co., P.A.
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CC Regular Session **5. 2.**

Meeting Date: 06/23/2020

By: Diana Lund, Finance

Information

Title

Receive May 2020 Financial Reports - General Fund and Enterprise Funds

Purpose/Background:

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

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

Recommendation:

No action required. Informational only.

Action:

No action required. Informational only.

Attachments

May 2020 General Fund Financial Report - Budget to Actual

May 2020 Enterprise Funds Financial Reports - Budget to Actual

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	06/18/2020 09:58 AM
Form Started By: Diana Lund		Started On: 06/16/2020 08:14 AM
Final Approval Date: 06/18/2020		

CITY OF RAMSEY
FINANCIAL STATEMENT

JANUARY 1, 2020 THROUGH PERIOD ENDING: May 31, 2020

GENERAL FUND EXPENDITURES - BY DEPARTMENT -

Dept	-CURRENT YEAR ADOPTED BUDGET-	CURRENT YTD GENERAL LEDGER
Admin	2,081,454.00	748,191.45
Com Dev	1,192,238.00	435,099.20
Contingency	121,373.00	129.00
Council	137,330.00	39,918.57
Finance	526,624.00	198,674.26
Fire	1,331,268.00	390,749.17
Legal	131,300.00	36,592.14
Police	4,149,628.00	1,550,755.92
Public Works	3,632,374.00	1,133,955.08
Grand Total	**13,303,589.00**	**4,534,064.79**

GENERAL FUND EXPENDITURES - BY CATEGORY -

Category	-CURRENT YEAR ADOPTED BUDGET-	-CURRENT YTD GENERAL LEDGER-
Capital Outlay	471,000.00	66,302.26
Debt Service	106,373.00	-
Other Services & Charges	2,774,556.00	630,197.85
Personal Services	8,947,160.00	3,486,069.59
Supplies	1,004,500.00	351,495.09
Grand Total	**13,303,589.00**	**4,534,064.79**

GENERAL FUND REVENUES - BY CATEGORY -

Category	-CURRENT YEAR ADOPTED BUDGET-	-CURRENT YTD GENERAL LEDGER-
Taxes	10,625,932.00	676.39
Charges for Services	666,162.00	234,740.54
Business Licenses/Permits	76,400.00	9,453.79
Fines and Forfeits	55,500.00	12,526.23
Federal Intergovernmental	8,000.00	-
State Intergovernmental	384,300.00	75,138.38
Interest	100,000.00	-
Local Intergovernmental	13,295.00	-
Miscellaneous	21,100.00	5,271.44
Non-Business Licenses/Permits	556,900.00	220,404.30
Transfers in	796,000.00	-
Grand Total	**13,303,589.00**	**558,211.07**

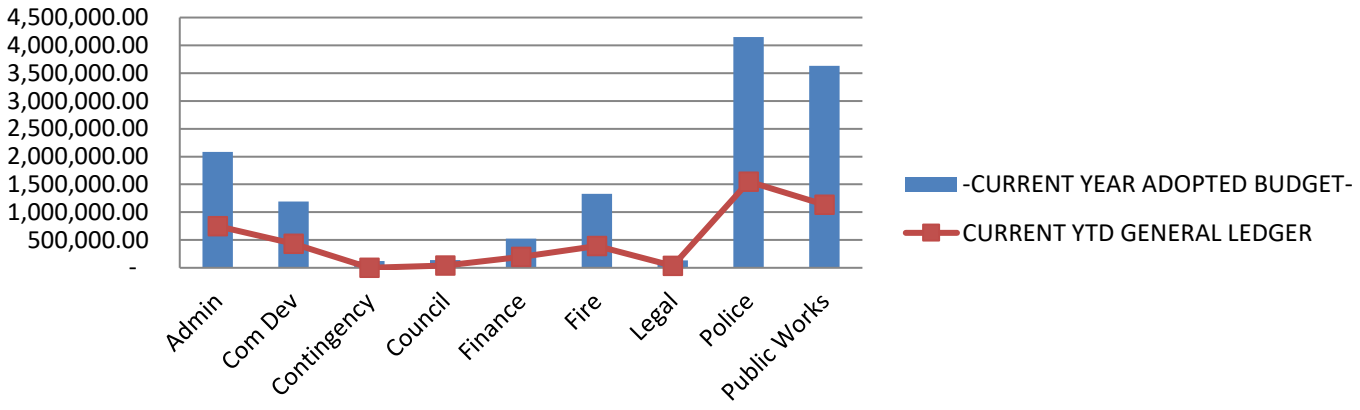
This report reflects year to date revenue and expenditures as compared to annual budget.
It does not reflect fund balance.

PREPARED BY: FINANCE DEPARTMENT

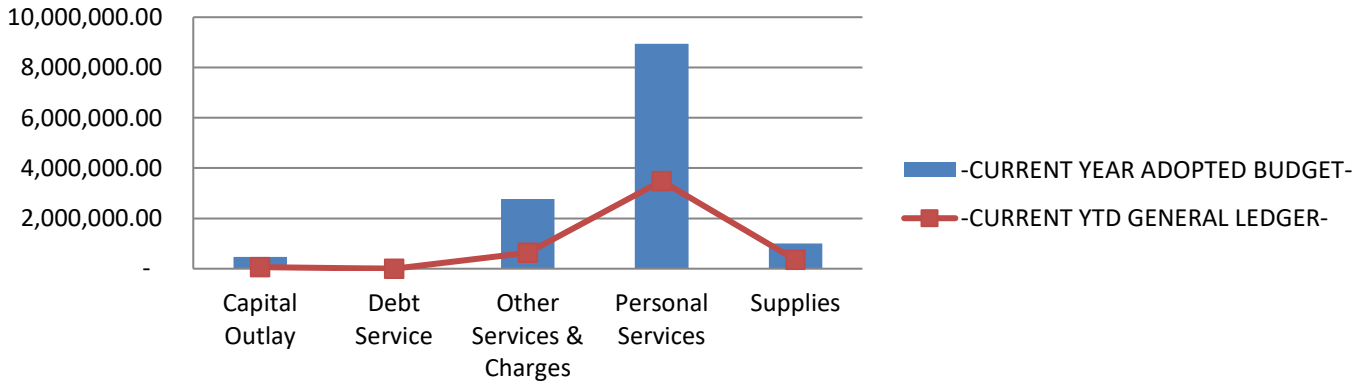
CITY OF RAMSEY
FINANCIAL STATEMENT

JANUARY 1, 2020 THROUGH PERIOD ENDING: May 31, 2020

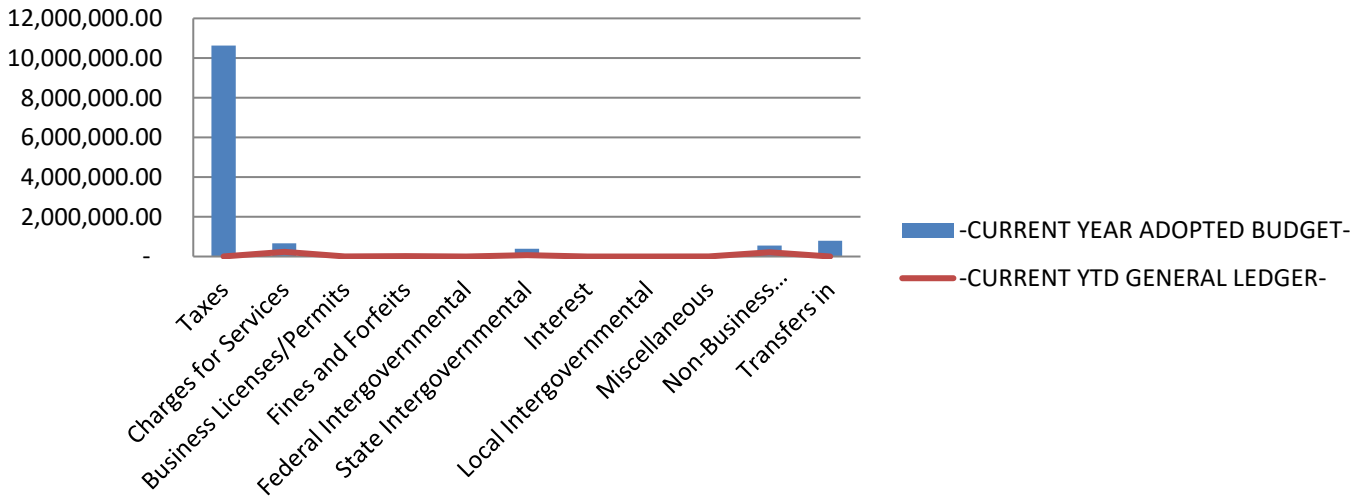
GENERAL FUND EXPENDITURES - BY DEPARTMENT



GENERAL FUND EXPENDITURES - BY CATEGORY



GENERAL FUND REVENUES



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

PREPARED BY: FINANCE DEPARTMENT

CITY OF RAMSEY
FINANCIAL STATEMENT

JANUARY 1, 2020 THROUGH PERIOD ENDING: May 31, 2020

REVENUES

BUSINESS UNIT 9601 WATER UTILITY

GENERAL LEDGER ACCOUNT		CURRENT YEAR REQUESTED BUDGET	CURRENT YTD GENERAL LEDGER	-% of Budget-
4140	CREDIT CARD PROCESSING FEES	(15,000.00)	(3,145.92)	20.97%
4609	OTHER MISCELLANEOUS REVENUES	62,000.00	(1,631.73)	-2.63%
4651	WATER REVENUE		104.17	0.00%
4652	WATER SALES - RESIDENTIAL	1,301,588.00	240,178.13	18.45%
4653	WATER SALES-COMMERCIAL	679,518.00	63,568.97	9.36%
4654	WATER PENALTIES	37,308.00	4,847.79	12.99%
4655	WATER METER INSTALLATION	12,000.00	5,750.00	47.92%
4656	WATER METERS	30,000.00	16,349.00	54.50%
4657	CONNECTION/RECONNECTION FEES	500.00	250.00	50.00%
4701	INTEREST ON INVESTMENTS	175,000.00	-	0.00%
4606	DEVELOPER FEES (WAC)		166,323.00	0.00%
4601	MISCELLANEOUS REVENUE		1,804.15	0.00%
6436	WATER EFFICIENCY REBATE PROG		2,608.28	0.00%
Grand Total		**2,282,914.00**	**497,005.84**	

EXPENSES

BUSINESS UNIT 9601 WATER UTILITY

GENERAL LEDGER ACCOUNT		CURRENT YEAR REQUESTED BUDGET	CURRENT YTD GENERAL LEDGER	-% of Budget-
6102	F.T. REGULAR-WAGES & SALARIES	247,637.00	78,228.59	31.59%
6103	FULL TIME-REGULAR-OVERTIME	13,500.00	6,003.96	44.47%
6105	TEMPORARY-WAGES & SALARIES	19,167.00	2,064.16	10.77%
6121	PERA CONTRIBUTIONS	54,585.00	6,862.42	12.57%
6122	FICA/MEDICARE CONTRIBUTIONS	21,667.00	7,399.07	34.15%
6131	GROUP INSURANCE	34,467.00	10,689.25	31.01%
6133	WORKERS COMP INSURANCE PREMIUM	14,954.00	-	0.00%
6208	MISCELLANEOUS OFFICE SUPPLIES	600.00	-	0.00%
6223	GASOLINE	5,000.00	1,921.84	38.44%
6225	DIESEL FUEL	3,500.00	202.40	5.78%
6229	SHOP MATERIALS	600.00	41.13	6.86%
6231	UNIFORMS & TURN-OUT GEAR	2,900.00	2,173.74	74.96%
6249	MISCELLANEOUS OPERATING SUPPLY	18,000.00	2,880.70	16.00%
6257	OTHER VEHICLE PARTS	7,000.00	1,166.87	16.67%
6273	UTILITY SYSTEM MAINT SUPPLIES	78,000.00	15,178.27	19.46%
6281	SMALL TOOLS & MINOR EQUIPMENT	6,000.00	-	0.00%
6292	WATER METERS FOR RESALE	70,000.00	15,881.83	22.69%
6315	MISCELLANEOUS PROFESSIONAL SER	150,000.00	24,515.99	16.34%
6322	POSTAGE	3,000.00	137.15	4.57%
6323	CELLULAR PHONES	4,000.00	1,186.25	29.66%
6334	MILEAGE REIMBURSEMENT	400.00	74.08	18.52%
6335	TRAINING	2,400.00	1,998.22	83.26%
6352	GENERAL NOTICE & PUBLIC INFOR	300.00	-	0.00%
6361	GENERAL LIABILITY/PROPERTY INS	32,000.00	5,567.00	17.40%
6371	ELECTRIC UTILITIES	150,000.00	29,556.54	19.70%
6373	GAS	3,000.00	907.82	30.26%
6374	REFUSE/RECYCLING	700.00	228.58	32.65%
6381	BUILDING & STRUCTURE REPAIR	3,500.00	1,592.11	45.49%
6439	OTHER MISCELLANEOUS	64,000.00	-	0.00%
6451	MEMBERSHIP DUES	1,400.00	1,000.00	71.43%
6489	OTHER CONTRACTED SERVICES	76,000.00	32,739.86	43.08%
6722	DEPRECIATION	798,000.00	-	0.00%
6820	OPERATING TRANSFERS TO OTHER F	45,000.00	-	0.00%
6436	WATER EFFICIENCY REBATE PROG		2,608.28	0.00%
Grand Total		**1,931,277.00**	**252,806.11**	

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

CITY OF RAMSEY
FINANCIAL STATEMENT

JANUARY 1, 2020 THROUGH PERIOD ENDING: May 31, 2020

REVENUES

BUSINESS UNIT	9602	SEWER UTILITY		
GENERAL LEDGER ACCOUNT		CURRENT YEAR REQUESTED BUDGET	CURRENT YTD GENERAL LEDGER	-% of Budget-
4140	CREDIT CARD PROCESSING FEES	(12,000.00)	(3,589.60)	29.91%
4356	SEWER AVAILABILITY CHARGE-ADM	5,000.00	472.15	9.44%
4609	OTHER MISCELLANEOUS REVENUES	5,000.00	-	0.00%
4661	RESIDENTIAL-SEWER CHARGES	1,283,710.00	327,453.96	25.51%
4662	COMMERCIAL-SEWER CHARGES	374,508.00	90,429.57	24.15%
4663	SEWER PENALTIES	40,000.00	7,278.05	18.20%
4701	INTEREST ON INVESTMENTS	125,000.00	-	0.00%
4606	DEVELOPER FEES (WAC)	-	81,271.00	0.00%
4601	MISCELLANEOUS REVENUE		1,804.16	0.00%
Grand Total		**1,821,218.00**	**505,119.29**	

EXPENSES

BUSINESS UNIT	9602	SEWER UTILITY		
GENERAL LEDGER ACCOUNT		CURRENT YEAR REQUESTED BUDGET	CURRENT YTD GENERAL LEDGER	-% of Budget-
6102	F.T. REGULAR-WAGES & SALARIES	167,737.00	27,746.92	16.54%
6103	FULL TIME-REGULAR-OVERTIME	-	279.09	0.00%
6105	TEMPORARY-WAGES & SALARIES	-	1,225.60	0.00%
6121	PERA CONTRIBUTIONS	30,580.00	2,301.04	7.52%
6122	FICA/MEDICARE CONTRIBUTIONS	12,945.00	2,392.72	18.48%
6131	GROUP INSURANCE	6,757.00	-	0.00%
6133	WORKERS COMP INSURANCE PREMIUM	8,476.00	-	0.00%
6223	GASOLINE	4,000.00	985.45	24.64%
6225	DIESEL FUEL	2,800.00	224.07	8.00%
6249	MISCELLANEOUS OPERATING SUPPLY	18,000.00	11,801.41	65.56%
6275	OTHER EQUIPMENT PARTS	9,000.00	4,923.26	54.70%
6315	MISCELLANEOUS PROFESSIONAL SER	65,000.00	1,085.00	1.67%
6334	MILEAGE REIMBURSEMENT	400.00	36.96	9.24%
6335	TRAINING	2,400.00	1,193.00	49.71%
6361	GENERAL LIABILITY/PROPERTY INS	22,000.00	541.00	2.46%
6371	ELECTRIC UTILITIES	17,000.00	4,075.67	23.97%
6373	GAS	2,500.00	697.15	27.89%
6374	REFUSE/RECYCLING	700.00	228.58	32.65%
6377	SEWER SERVICE CHARGE	853,599.00	426,799.44	50.00%
6489	OTHER CONTRACTED SERVICES	28,000.00	3,151.73	11.26%
6722	DEPRECIATION	535,500.00	-	0.00%
6820	OPERATING TRANSFERS TO OTHER F	39,000.00	-	0.00%
Grand Total		**1,826,394.00**	**489,688.09**	

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

CITY OF RAMSEY
FINANCIAL STATEMENT

JANUARY 1, 2020 THROUGH PERIOD ENDING: May 31, 2020

REVENUES

BUSINESS UNIT	9603	STREET LIGHT UTILITY	
GENERAL LEDGER ACCOUNT	CURRENT YEAR REQUESTED BUDGET	CURRENT YTD GENERAL LEDGER	-% of Budget-
4140 CREDIT CARD PROCESSING FEES	(3,500.00)	(822.65)	23.50%
4681 CHARGES FOR STREET LIGHTS	156,933.00	39,976.41	25.47%
4683 STREET LIGHTING PENALTIES	7,000.00	1,143.09	16.33%
4701 INTEREST ON INVESTMENTS	15,000.00	-	0.00%
4684 PRIORITY STREET LIGHT	53,012.00	13,396.23	25.27%
Grand Total	**228,445.00**	**53,693.08**	

EXPENSES

BUSINESS UNIT	9603	STREET LIGHT UTILITY	
GENERAL LEDGER ACCOUNT	CURRENT YEAR REQUESTED BUDGET	CURRENT YTD GENERAL LEDGER	-% of Budget-
6371 ELECTRIC UTILITIES	125,000.00	40,401.36	32.32%
6489 OTHER CONTRACTED SERVICES	14,300.00	2,596.73	18.16%
6722 DEPRECIATION	48,801.00	-	0.00%
6820 OPERATING TRANSFERS TO OTHER F	22,000.00	-	0.00%
Grand Total	**210,101.00**	**42,998.09**	

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

CITY OF RAMSEY
FINANCIAL STATEMENT

JANUARY 1, 2020 THROUGH PERIOD ENDING: **May 31, 2020**

REVENUES

BUSINESS UNIT	9604	RECYCLING UTILITY	
GENERAL LEDGER ACCOUNT	CURRENT YEAR REQUESTED BUDGET	CURRENT YTD GENERAL LEDGER	-% of Budget-
4140 CREDIT CARD PROCESSING FEES	(4,000.00)	(994.96)	24.87%
4287 OTHER LOCAL GOVERNMENT GRANTS	77,566.00	-	0.00%
4609 OTHER MISCELLANEOUS REVENUES	-	443.90	0.00%
4671 RECYCLING CHARGES	313,100.00	79,610.84	25.43%
4672 RECYCLING PENALTIES	8,000.00	1,719.03	21.49%
4701 INTEREST ON INVESTMENTS	3,500.00	-	0.00%
Grand Total	**398,166.00**	**80,778.81**	

EXPENSES

BUSINESS UNIT	9604	RECYCLING UTILITY	
GENERAL LEDGER ACCOUNT	CURRENT YEAR REQUESTED BUDGET	CURRENT YTD GENERAL LEDGER	-% of Budget-
6102 F.T. REGULAR-WAGES & SALARIES	22,465.00	3,924.26	17.47%
6104 PART TIME-WAGES & SALARIES	7,280.00	-	0.00%
6121 PERA CONTRIBUTIONS	2,231.00	303.01	13.58%
6122 FICA/MEDICARE CONTRIBUTIONS	2,286.00	264.55	11.57%
6131 GROUP INSURANCE	3,437.00	-	0.00%
6133 WORKERS COMP INSURANCE PREMIUM	236.00	-	0.00%
6249 MISCELLANEOUS OPERATING SUPPLY	32,000.00	3,476.31	10.86%
6322 POSTAGE	300.00	27.50	9.17%
6489 OTHER CONTRACTED SERVICES	325,000.00	135,110.73	41.57%
Grand Total	**395,235.00**	**143,106.36**	

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

CITY OF RAMSEY
FINANCIAL STATEMENT

JANUARY 1, 2020 THROUGH PERIOD ENDING: **May 31, 2020**

REVENUES

BUSINESS UNIT	9605	STORM WATER UTILITY	
GENERAL LEDGER ACCOUNT	CURRENT YEAR REQUESTED BUDGET	CURRENT YTD GENERAL LEDGER	-% of Budget-
4140 CREDIT CARD PROCESSING FEES	(6,500.00)	(1,746.83)	26.87%
4693 STORM WATER-RESIDENTIAL	563,931.00	144,044.62	25.54%
4694 STORM WATER-COMMERCIAL	554,175.00	149,171.75	26.92%
4695 STORM WATER-PENALTIES	21,493.00	4,454.69	20.73%
4701 INTEREST ON INVESTMENTS	15,000.00	-	0.00%
Grand Total	**1,148,099.00**	**295,924.23**	

EXPENSES

BUSINESS UNIT	9605	STORM WATER UTILITY	
GENERAL LEDGER ACCOUNT	CURRENT YEAR REQUESTED BUDGET	CURRENT YTD GENERAL LEDGER	-% of Budget-
6102 F.T. REGULAR-WAGES & SALARIES	138,085.00	21,406.81	15.50%
6105 TEMPORARY-WAGES & SALARIES	-	368.60	0.00%
6121 PERA CONTRIBUTIONS	27,356.00	1,633.28	5.97%
6122 FICA/MEDICARE CONTRIBUTIONS	10,598.00	1,655.96	15.63%
6131 GROUP INSURANCE	20,781.00	-	0.00%
6133 WORKERS COMP INSURANCE PREMIUM	5,889.00	-	0.00%
6225 DIESEL FUEL	5,500.00	2,420.29	44.01%
6249 MISCELLANEOUS OPERATING SUPPLY	10,000.00	1,774.63	17.75%
6257 OTHER VEHICLE PARTS	9,500.00	2,164.97	22.79%
6315 MISCELLANEOUS PROFESSIONAL SER	60,000.00	1,804.80	3.01%
6361 GENERAL LIABILITY/PROPERTY INS	8,652.00	-	0.00%
6371 ELECTRIC UTILITIES	3,000.00	661.74	22.06%
6373 GAS	2,500.00	697.14	27.89%
6374 REFUSE/RECYCLING	700.00	228.58	32.65%
6415 OTHER EQUIPMENT RENTAL		300.00	0.00%
6451 MEMBERSHIP DUES	22,000.00	-	0.00%
6489 OTHER CONTRACTED SERVICES	40,000.00	2,596.63	6.49%
6722 DEPRECIATION	344,793.00	-	0.00%
6820 OPERATING TRANSFERS TO OTHER F	34,000.00	-	0.00%
Grand Total	**743,354.00**	**37,713.43**	

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

CC Regular Session **5. 3.**

Meeting Date: 06/23/2020

By: JoAnn Shaw, Community Development

Information

Title

Note the Following Boards, Commissions, and Committee Meeting Minutes:

- Public Works Committee Meeting Minutes Dated March 16, 2020
- Planning Commission Meeting Minutes Dated May 7, 2020
- Economic Development Authority Meeting Minutes Dated May 14, 2020
- Environmental Policy Board Meeting Minutes Dated May 20, 2020
- Park and Recreation Commission Meeting Minutes Dated Dated May 21, 2020

Purpose/Background:

N/A

Recommendation:

N/A

Action:

N/A

Attachments

Public Works 03 16 20

Planning 05 07 20

EDA 05 14 20

EPB 05 20 20

Park 05 21 20

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	06/18/2020 09:47 AM
Form Started By: JoAnn Shaw		Started On: 06/11/2020 09:20 AM
Final Approval Date: 06/18/2020		

PUBLIC WORKS COMMITTEE
CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA

The Public Works Committee conducted a regular meeting on Monday, March 16, 2020, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota. Appropriate social distancing was observed during the meeting.

Members Present: Chairperson Mark Kuzma
Councilmember Jeff Menth
Councilmember Chris Riley

Also Present: City Engineer Bruce Westby
Deputy City Administrator Tim Gladhill
Parks and Assistant Public Works Superintendent Mark Riverblood

1. CALL TO ORDER

Chairperson Kuzma called the regular meeting of the Public Works Committee to order at 5:00 p.m.

2. CITIZEN INPUT

There was none.

3. APPROVE AGENDA

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

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

4. APPROVE MINUTES

4.01: Approve February 18, 2020, Meeting Minutes

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

Regular Meeting Minutes dated February 18, 2020

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

5. COMMITTEE BUSINESS

5.01: Consider Recommendation on Cost Share Alternatives for Riverdale Drive Development Initiated Expansion and Safety Improvement Project

Deputy City Administrator Gladhill reviewed the staff report and stated that staff recommends that the City Council confirm direction to continue funding discussions with the City, offering to pay up to one third of the project costs on the Pearson Properties Frontage (excluding Anoka County parcel). He noted that Capstone Homes is recommending that the City contribute 50 percent of the cost of the Pearson Properties Frontage (excluding Anoka County parcel).

Tom Bakritges, Capstone Homes, stated that it has been a good experience to work with City staff. He noted that they have tried to be consistent with what has been done with the City in terms of cost-share on other road projects. He stated that the one third/one third/one third split has always been discussed. He stated that this is an important road for the City and developer, and they are comfortable with the one third/one third/one third split. He stated that they are open to allowing the City additional time to find additional funding allocations, which would reduce the costs for all parties and therefore support option 4A.

John Dobbs, representing the Pearsons and Pearson properties, echoed the comments made by Capstone. He stated that staff has been amazingly supportive throughout this process over the past two years. He noted that the challenge has always been the cost of the County frontage of Riverdale Drive. He stated that the funding challenge is how the road can be built without the County contributing. He stated that they have a similar view to Capstone and hope to find a way through this.

Chairperson Kuzma stated that the challenge is the amount of $118,000 and asked if that amount could be split three ways as well.

Deputy City Administrator Gladhill noted that is up for discussion. He clarified that amount is allocation for the County parcel. He confirmed that could be split three ways. He noted that staff could also speak to the County to determine if the cost could be paid upfront and then reimbursed by the County when the parcel sells.

Chairperson Kuzma asked where the funding would come from for the City portion.

Deputy City Administrator Gladhill reviewed some available funding sources the City could utilize.

Councilmember Riley confirmed that the City has identified funding sources for its portion of the cost-share and that the issue is the County's portion, which equates to about $118,000. He noted that the County will receive additional funds for its parcel when it sells if the road is constructed.

Deputy City Administrator Gladhill explained that the County has funds allocated through its CIP and does not have funds or priority identified for this improvement, or the sale of that parcel.

Chairperson Kuzma asked if the developers would be open to splitting the $118,000 three ways.

Mr. Bakritges replied that they have not talked about that scenario and is not comfortable discussing that because the parcel is owned by the County. He stated that he could be open to it but there would need to be further discussion because the land is owned by the County.

Chairperson Kuzma stated that he is attempting to find a solution that could allow the project to move forward, noting that there could be a possibility that the funds could be reimbursed at a later date.

Mr. Dobbs stated that the numbers move around, but everyone is on the same page with the one third/one third/one third split. He stated that there is something to be said about improving another property owner's value five-fold that seems wrong. He stated that they would like to continue to be supportive of the project.

Councilmember Riley stated that he understands that point of view. He stated that having the shortfall, the City may possibly have to delay the development one year to find a solution. He explained that if everyone shares the additional cost at a rate of about $40,000 each, that could allow this to move forward.

Mr. Dobbs noted that he would have to speak with the Pearsons, noting that his prior comment was as a consultant. He acknowledged that everyone has worked hard to get this far, and he would like to continue discussions.

Mr. Bakritges stated that if this action is what the Committee would recommend, he would want to ensure that the City leaves open the option of investigating other funding sources that could bring down the cost and believed there to be enough time to do that.

Deputy City Administrator Gladhill agreed and asked if the Committee would be comfortable allowing staff and the developers to find that solution and define a timeframe.

Councilmember Riley stated that he would be willing to support splitting the additional cost three ways, otherwise would feel that the project would have to be moved back one year.

Chairperson Kuzma echoed the comments of Councilmember Riley. He stated that if the agreement of splitting the County cost equally between the three parties could be reached, the Committee could forward that to the Council and that would not preclude staff from looking at additional funding sources.

Councilmember Menth asked where the gap is coming from.

Deputy City Administrator Gladhill explained that is the portion for the County parcel frontage.

Mr. Bakritges stated that they would support that concept but would like to stress that staff continue to investigate alternate sources of funding, as mentioned in the staff report.

Motion by Councilmember Riley, seconded by Councilmember Menth, to recommend that the City Council confirm direction to continue funding discussions with the City offering to pay up to one third of the project costs on the Pearson Properties Frontage.

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

5.02: Center Street Area Capital Improvement Planning

Parks and Assistant Public Works Superintendent Riverblood reviewed the staff report and recommendation to proceed and approve the planning activity outlined in the case.

Chairperson Kuzma asked if the design cost would cover both the park and pump house areas.

Parks and Assistant Public Works Superintendent Riverblood provided additional details on the elements that are included in the design, including the pump house elements and Center Street improvements.

Chairperson Kuzma asked if the pump house elements would include filters that may be necessary for water treatment.

Parks and Assistant Public Works Superintendent Riverblood noted that would be a separate activity, and they would ensure not to plan anything in areas that would perhaps need to be disturbed in the future for water treatment improvements.

Councilmember Menth asked for additional details on how the improvements would be added.

Parks and Assistant Public Works Superintendent Riverblood replied that the pump house material is meant to have material clad onto it, explaining that the new materials would be added to the existing structure. He provided additional details on the location of the temporary section of road and trail that would be improved.

Councilmember Riley agreed that this is the right time to improve the pump house as the area around it continues to develop.

Councilmember Menth noted that the last Council meeting included a discussion on the desire to hold apartment buildings to certain standards and agreed that the City should hold itself to the same standard.

Motion by Councilmember Menth, seconded by Councilmember Riley, to recommend to the City Council to approve $11,800 for Center Street area capital improvement planning.

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

5.03: Consider Recommendation to City Council to Accept Feasibility Report for Amended 2020 Pavement Overlay Improvements, Improvement Project No. 20-02A

City Engineer Westby reviewed the staff report and recommendation that the City Council accept the Feasibility Report for Amended 2020 Pavement Overlay Improvements, Improvement Project No. 20-02A. Based on the pavement core analysis findings from both mill and overlay feasibility reports, the time of year as related to receiving competitive bids on projects, and the fact that the City is again discussing funding options for pavement management program projects, Staff does not recommend pursuing overlay improvements in 2020.

Councilmember Riley asked why the streets in Regency Ponds would look good and still not have enough pavement.

City Engineer Westby stated that the roads were sealcoated, which can make the road look better than the underlying conditions. He reviewed the ratings for the roads, which were 6, 7 and 8 and therefore seemed that they could be overlayed. He stated that after reviewing the pavement cores, much of the pavement is degrading from the bottom up. He reviewed information on the estimated timeline and the different factors that continue to impact that schedule. He stated that staff would recommend not moving forward on an overlay project this year for reasons noted earlier, and to allow Staff to focus on the Variolite Street Reconstruction project to ensure it can move forward this year. He noted that the overlay funds could be used for additional pavement corings and/or crack seal improvements, as needed.

Councilmember Riley stated that Business Park 95 is in bad shape and asked what would be done with those streets.

City Engineer Westby stated that the City would continue to patch those streets this year. He stated that there were two streets that had pavement sections that could support mill and overlay while the remainder requires full depth reclamation. He stated that he would prefer to delay that project to the next year when it can be better planned for and more is known about road funding.

Councilmember Riley asked if the streets would be good enough for businesses to use this year.

City Engineer Westby confirmed that the streets would be usable, although patching would not look as good aesthetically.

Councilmember Riley stated that originally, the City's plan for roads included completing mill and overlays but it continues to be the situation that mill and overlays cannot be completed. He asked if that would impact the City's plan and if other cities have similar problems.

City Engineer Westby noted that Anoka stopped completing mill and overlays in 2009 on older roads and are only doing full depth reclamations on its older roads. He confirmed that this will change the City's pavement management program for many of its streets.

Motion by Councilmember Menth, seconded by Councilmember Riley, to recommend that the City Council accept the Feasibility Report for Amended 2020 Pavement Overlay Improvements, Improvement Project No. 20-02A.

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

6. COMMITTEE / STAFF INPUT

6.01: Staff Updates on Variolite Street Reconstruction, Improvement Project No. 20-01

City Engineer Westby provided an update on the current status of the design options for Variolite Street in preparation of requesting City Council approval of the Feasibility Report on April 14th.

Councilmember Riley suggested placing signs out stating that the road is going to be reconstructed, as some residents do not seem to know about the upcoming project.

City Engineer Westby stated that staff will review that option once Public Works Superintendent Riemer returns from vacation.

6.02: Staff Updates on Improvement Projects and Items of Interest

City Engineer Westby reviewed the staff report, providing an update on current and proposed improvement projects within the City and on other items of interest to the Committee.

6.03: Review Future Topics Calendar

City Engineer Westby reviewed the future topics calendar.

7. ADJOURNMENT

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

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

The regular meeting of the Public Works Committee adjourned at 6:22 p.m.

Respectfully submitted,

_____

Grant Riemer
Public Works Superintendent

Drafted by Amanda Staple
TimeSaver Off Site Secretarial, Inc.

PLANNING COMMISSION
CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA

The Ramsey Planning Commission conducted a regular meeting on Thursday, May 7, 2020, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present:	Chairperson Randy Bauer Commissioner Bruce Anderson Commissioner Cheri Gengler Commissioner Torrey Johnson Commissioner Eric Peters Commissioner Gary VanScoy Commissioner Matt Woestehoff
Members Absent:	None
Also Present:	Senior Planner Chloe McGuire Brigl Deputy City Administrator Tim Gladhill City Planner Chris Anderson City Councilmember Debra Musgrove City Councilmember Jeff Menth Planning Consultant Eric Maass

1. CALL TO ORDER

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

Deputy City Administrator Gladhill read a statement related to the COVID-19 pandemic and local state of emergency. In declaring this Local State of Emergency, the City of Ramsey has determined that in person meetings and meetings conducted under Minnesota Statutes Section 13D.02 are not practical or prudent because of the declared health pandemic emergency. He also provided an update on the need for the City to respond to requests within 60 days of receipt.

2. CITIZEN INPUT

None.

3. APPROVAL OF AGENDA

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

A roll call vote was performed by the Deputy City Administrator:

Commissioner Johnson aye
Commissioner Woestehoff aye
Commissioner Anderson aye
Commissioner Gengler aye
Commissioner VanScoy aye
Chairperson Bauer aye

Motion carried.

4. CONSENT AGENDA

4.01: Approve the April 2, 2020 Planning Commission Meeting Minutes:

Motion by Commissioner VanScoy, seconded by Commissioner Johnson, to approve the consent agenda presented.

A roll call vote was performed by the Deputy City Administrator:

Commissioner Gengler aye
Commissioner Peters aye
Commissioner Anderson aye
Commissioner Woestehoff aye
Commissioner VanScoy aye
Chairperson Bauer aye

Motion carried.

5. PUBLIC HEARINGS/COMMISSION BUSINESS

5.01: Public Hearing: Consider Ordinance #20-06 Approving Zoning Amendment of Part of Subject Property from R-1 Residential (MUSA) District to R-1 Detached Villas (Project #20-104 Northfork Meadows); Case of AKM Farm, LLC (Paxmar)

Public Hearing

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

Presentation

Planning Consultant Maass presented the staff report and recommendation to introduce Ordinance #20-06 rezoning a portion of the subject property from R-1 Residential (MUSA) to R-1 Detached Villa contingent upon approval of Preliminary Plat, Final Plat and formal adoption of the City's 2040 Comprehensive Plan.

Chairperson Bauer disclosed that he lives in the Riverstone development, which is directly adjacent this parcel.

Citizen Input

Jay Roos, Paxmar, stated that this property has come before the City prior in sketch plan form and realized that this is a slight change to that review. He stated that with the zoning request, they took the opportunity to propose a slightly different version. He noted that in discussions with staff related to Puma Street improvements and the forthcoming assessments, this project would have an estimated cost of $220,000 for those improvements, and these changes are in response to that additional cost. He stated that they are attempting to find the division between the 65-foot lots and the 80-foot lots. He stated that they continue to propose a strip of 80-foot lots adjacent the existing residential development and are attempting to find a solution on the line between the 80- and 65-foot lots. He commented that the 65-foot lots continue to be more popular in today's market. He stated that they would prefer to provide the 80-foot lots adjacent to the residential development to the north and have 65-foot lots adjacent the industrial and collector roadways. He stated that while this is a nice site, it does not have the natural amenities that lend towards larger lot size.

Deputy City Administrator Gladhill stated that staff recommends that the L shaped wrap around remains with 80-foot lots and does not support the change in mix between 80- and 65-foot lots.

Leslie Clark, 15150 Kangaroo Street, stated that her property abuts this property to the east. She stated that there has been a lot of compromises and public meetings to get to this point as the property was originally intended to be developed with all 80-foot lots. She stated that she has a rural property of almost one acre and 80-foot lots still seem small. She stated that the existing residential development continue to support the L shaped wrap around as described by staff. She stated that if additional 65-foot lots are added that will only add to the traffic concerns in the area. She noted that the existing residential properties have already compromised to get to this point and therefore supports the staff recommendation to support the previously proposed configuration.

Lonnie Gray, 17530 Nowthen Boulevard, stated that he is extremely concerned about the increase in traffic. He commented that traffic is already bad, even during the Stay at Home Order.

Chairperson Bauer commented and confirmed that Mr. Gray's comments would be addressing a different project that will occur later in the meeting.

Kim Salocka, 7230 175th Avenue NW, asked if the City is opposed to the smaller lots in this location.

Chairperson Bauer stated that the question is the ratio of 80-foot lots compared to 65-foot lots.

Deputy City Administrator Gladhill stated that the City has previously indicated a support for a mix between the two lot sizes.

Planning Consultant Maass confirmed that staff is supportive of the previous configuration/ratio of 65- and 80-foot lots with a more even split. He presented the previously directed plan, noting that staff supports this configuration rather than the configuration proposed tonight.

Mr. Roos stated that the lots backing to the industrial park would still be deep lots but would simply be reduced in width. He explained that given the proximity of the industrial park and collector street, they would prefer to have 65-foot widths in that area.

Councilmember Menth asked the location of the 80-foot lots.

Mr. Roos provided clarification on the location of the larger lots on the previous directed plan and currently proposed plan. He confirmed that the northern portion along Alpine were and would still remain as 65-foot lots.

Councilmember Musgrove asked for details on Puma Street related to the previously directed plan and asked if the number of homes in that area has been proposed to change.

Deputy City Administrator Gladhill stated that the planning level layout has not changed for Puma Street alignment. He noted that the element that has changed since that time has been related to financing of the Puma Street improvements, which includes assessment to the adjacent properties, including this proposed development.

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

A roll call vote was performed by the Deputy City Administrator:

Commissioner Anderson	aye
Commissioner Peters	aye
Commissioner Gengler	aye
Commissioner Woestehoff	aye
Commissioner VanScoy	aye
Chairperson Bauer	aye

Motion carried.

Chairperson Bauer closed the public hearing closed at 7:37 p.m.

Commission Business

Commissioner VanScoy referenced the proposed actions within the case and asked for clarification.

Deputy City Administrator Gladhill noted that the motion should include which option the Commission prefers.

Motion by Commissioner VanScoy, seconded by Commissioner Johnson, to recommend that City Council introduce Ordinance #20-06 rezoning a portion of the subject property from R-1 Residential (MUSA) District to R-1 Residential (Detached Villa) as previously directed by the

City Council, contingent upon approval of Preliminary Plat, Final Plat, and formal adoption of the City's 2040 Comprehensive Plan.

A roll call vote was performed by the Deputy City Administrator:

Commissioner Gengler	aye
Commissioner Peters	aye
Commissioner Anderson	aye
Commissioner Woestehoff	nay
Commissioner VanScoy	aye
Chairperson Bauer	aye

Motion carried.

5.02: Public Hearing: Consider Resolution #20-055 Approving Preliminary Plat for The Preserve at Northfork (Project #19-147): Case of BK Land Development

Public Hearing

Chairperson Bauer called the public hearing to order at 7:42 p.m.

Presentation

Planning Consultant Maass presented the staff report and recommendation to adopt Resolution #20-055 approving Preliminary Plat for The Preserve at Northfork, contingent upon formal adoption of the City's 2040 Comprehensive Plan, formal adoption of Ordinance #20-02 rezoning the subject property, the applicant providing a trail connection to the Riverstone Development in the southeast corner of the proposed preliminary plat, and compliance with the staff review and approval of plans by the City Engineer.

Citizen Input

Zach Brown, BK Land, stated that he is present to answer any questions. He noted that a revision was made to the street plan increasing the width from 29 feet to 30 feet, following the direction from the Council at the last review.

Commissioner VanScoy asked if there would be a trail connection to the development to the east.

Mr. Brown stated that they could look into adding that element.

Planning Consultant Maass stated that while staff recommends approval, one recommended condition would be the addition of the trail connection to the east.

Mark Winger, 7610 168th Avenue NW, asked for clarification on the definition of R-1 and medium density R-2.

Planning Consultant Maass explained the difference between the two districts in terms of lot width. He noted that both products would still be detached single family housing units.

Mr. Brown stated that the walking path along Alpine was added following the direction of the Council to provide a connection to Riverstone and the golf course.

Councilmember Musgrove asked if there would be a homeowners' association for the development.

Mr. Brown replied that there would be a homeowners' association for the entire site for the public elements and amenities. He explained that the villa product would also receive yard maintenance and snow removal service through the association.

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

A roll call vote was performed by the Deputy City Administrator:

Commissioner Peters	aye
Commissioner Anderson	aye
Commissioner Woestehoff	aye
Commissioner Gengler	aye
Commissioner VanScoy	aye
Chairperson Bauer	aye

Motion carried.

Chairperson Bauer closed the public hearing closed at 7:53 p.m.

Commission Business

Planning Consultant Maass stated that he would like feedback from the Commission as to whether an additional trail connection to the east is desired or whether the Alpine trail would be sufficient.

Motion by Commissioner VanScoy, seconded by Commissioner Johnson, to recommend that City Council adopt Resolution #20-055 Approving Preliminary Plat for The Preserve at Northfork as outlined in the resolution with the stipulation that a trail connection be provided to the east as identified in the staff review letter.

A roll call vote was performed by the Deputy City Administrator:

Commissioner Johnson	aye
Commissioner Woestehoff	aye
Commissioner Anderson	aye
Commissioner Peters	aye
Commissioner Gengler	aye
Commissioner VanScoy	aye

Chairperson Bauer aye

Motion carried.

It was noted that Commissioner Johnson had been missed in some of the previous roll call votes and Commissioner Johnson confirmed that he was in favor of all the votes thus far tonight.

5.03: Public Hearing: Consider Recommendations Related to Trott Brook North Project (Project No. 20-103); Case of The Excelsior Group

- **Public Hearing: Consider Ordinance #20-07 Approving Zoning Amendment from R-1 Residential (MUSA) District to R-1 Residential (Detached Villa) District and R-2 Residential (Detached Villas) District**
- **Review Sketch Plan**

Public Hearing

Chairperson Bauer called the public hearing to order at 7:57 p.m.

Presentation

Senior Planner McGuire Brigl presented the staff report stating that since this is a legislative (policy) decision of the City due to the fact that the request requires a zoning amendment, staff needs broad policy direction before formulating a recommendation. The Planning Commission should provide feedback on moving the project forward to Preliminary Plat. This is a key time in the project to make major layout changes, provide feedback on lot sizes, road alignment, trails, etc. before the Developer incurs expense of detailed civil engineering drawings. Staff does believe there is room to compromise on the mix of lot sizes. Based on the 60 Day Rule, Ordinance #20-07 does need to move forward to the City Council. If approved, the Ordinance would be contingent upon approval of a future Preliminary Plat and tied to this project specifically. The Planning Commission would request that the applicant provide an additional 60 Day Extension to provide additional time for discussion, negotiation, and compromise. This would require written confirmation by the Developer. Staff is hopeful that the Developer would be willing to provide an additional extension if the City desires to explore a compromise concept plan.

Deputy City Administrator Gladhill noted that there will be additional public hearings with the City Council and opportunities for residents to provide comments.

Senior Planner McGuire Brigl stated that she received four emails after the 4:00 p.m. deadline that will be a part of the record.

Commissioner Woestehoff asked if comments had been received from the DNR.

Senior Planner McGuire Brigl noted that the DNR confirmed that they received the plans and noted that procedurally because there will likely be additional changes to the plan, the DNR will provide comments at a later time.

Commissioner VanScoy asked if staff received responses from the three residents that they reached out to directly.

Senior Planner McGuire Brigl confirmed that targeted communications were sent to the residents more interior to the site. She stated that one resident responded that he did not feel a special meeting was necessary and was not going to attend tonight. The resident commented that he was aware development would come and hoped that additional homes in the area would lower his taxes. She stated that staff would still recommend density transitioning around the existing lots.

Commissioner Woestehoff asked if staff received input from the developer related to their willingness to provide another extension.

Senior Planner McGuire Brigl confirmed that the developer has signed another 60-day extension that was not included in the case and are willing to work with the City and do not want to pressure the decision.

Commissioner Peters asked if staff has reached out to the school districts and whether they have support for that level of development. He noted that within Brookfield the school district line occurs within the neighborhood.

Senior Planner McGuire Brigl stated that the site is divided by school district boundaries and therefore half the neighborhood would go to Ramsey and half would go to Elk River. She stated that the school district has stated that they sized Ramsey Elementary to prepare for the projected growth in the community.

Deputy City Administrator Gladhill stated that following the US census, redistricting occurs across the country. He stated that the City has expressed a desire to likely have a third elementary school at some point and would love to have a middle school as well. He stated that much of the Anoka High School population is Ramsey residents. He stated that the City hopes to continue to work with the school districts in looking forward at the future.

Commissioner Woestehoff asked for staff to provide input on the comments received from public safety.

Senior Planner McGuire Brigl confirmed that the entire public safety team reviewed the request and did not have any concerns at this time with the exception of plowing related to the cul-de-sacs. She noted that those departments will continue to provide input throughout the review process.

Citizen Input

Ben Schmidt, Excelsior Group, stated that he was present to address any questions. He commented that they understand that during these times things may not move as smoothly as they typically would and would be willing to grant the additional time for input. He stated that he can also reach out to neighbors individually to address questions as desired as well. He understood that neighbors can have concerns when property is proposed for development from farmland. He noted that they will be completing an EAW and advised that this is just the start of the process.

Commissioner Woestehoff stated that based on the public comment there is concern with the proposed density and asked if the applicant would be willing to explore an option more in line with the current zoning restrictions.

Mr. Schmidt replied that staff put together a number of 80-foot lots that could be developed, while they believe additional 80-foot lots could be developed. He stated that they are not attempting to increase density over what is allowed, but simply to provide a variety of housing types. He stated that big lots are less favorable in today's market. He stated that they have heard that people do not care as much about the distance between the side neighbors but prefer to have a larger backyard and therefore they have attempted to provide that situation. He stated that not every person wants a big yard and therefore they attempt to provide a variety of housing types to appeal to different people and families. He stated that the plan was not put forth to create extra density and explained that they believed that the plan met the housing goals of the City and the needs of the community. He confirmed that they welcome input.

Commissioner Woestehoff asked for additional details on the variation in housing products and price points.

Mr. Schmidt stated that for every one foot of street frontage equates to about $600 in terms of infrastructure and therefore taking out some width helps to reduce the price. He stated that the smaller lot size does not always equate to the less costly option because often empty nesters are choosing those lots and choosing high end options inside. He explained that while the smaller lots often appeal to empty nesters, they can also appeal as more start up housing for families. He reviewed the ranges of pricing from $300,000s to $500,000s. He stated that they see Ramsey as a wonderful community with a lot of City amenities and that can be relatively affordable compared to other areas in the metro where houses cannot be built for under $500,000.

Commissioner VanScoy asked if the 55-foot lots would have a homeowners' association.

Mr. Schmidt replied that similar to the last case, the homeowners' association would maintain the common space within the entire development and then would also provide yard and snow service to the 55-foot lot homes.

Councilmember Musgrove stated that there is a variety of housing in Ramsey and asked staff for input on the market for the different housing types.

Senior Planner McGuire Brigl stated that developers have stated that the villas continue to sell well in Ramsey, but there has also been development of 2.5-acre homes which also sold well. She stated that Ramsey is a desirable place to live. She commented that the middle section lots may have a harder time selling. She stated that the housing study stated that there is a demand for a variety of housing types in Ramsey. She stated that the demand is there but that does not mean that the City needs to allow it.

Deputy City Administrator Gladhill stated that the City has seen requests for the villa product with a few development requests of the larger 2.5 acre lots. He stated that the 80-foot lot developments

are more challenging because of the lot price and related increase in pricing. He used the example of the previous municipal center site which began with 80-foot lots in the first phase and changed to 65-foot lots in the second phase.

Chairperson Bauer stated that within the Riverstone development the narrow lots continue to sell as quickly as they are built. He stated that he also appreciates that he does not have to shovel snow or mow grass.

Commissioner Woestehoff asked if there is any estimation on the timeline or how that may have to be shifted because of COVID-19.

Mr. Schmidt stated that COVID-19 has had an impact, noting that they planned to construct 700 lots this year but will probably shift that to 300. He stated that the homes are still selling, although at about half the rate as expected. He stated that they perhaps would have pushed to begin in 2020 but are now planning to begin in 2021. He noted that this would be a seven-year project for full completion.

Commissioner Peters asked when the park would be constructed, that if this moves forward and the park is included.

Mr. Schmidt replied that they are still early in the process so he is unsure on the phasing or when the park could be accessed. He noted that they would want the park as soon as possible as that would be a selling tool for the development. He stated that they are building a similar project in Hugo that has a City park in the middle and they worked hard to have the park constructed sooner rather than later. He stated that they are about halfway through that project and the park will open this summer.

Deputy City Administrator Gladhill stated that staff would follow the model of Riverstone, where the park is constructed as part of the early stages.

Chairperson Bauer noted that a number of letters and emails were submitted prior to the meeting and have become a part of the record. He stated that several of the comments requested to keeping the lots at 2.5 acre lots but noted that the property is not zoned for 2.5 acre lots. He noted that some of the comments referenced opposition to a requested change to high density and clarified that this request is not to change the density but to change the lot size requirements.

Trista Williams, 7060 168th Ln NW, stated that her biggest concern is the number of homes proposed. She stated that she has concerns with the impact to traffic and to the schools.

Lonnie Gray, 17530 Nowthen Blvd NW, stated that his property is seven acres in size and was concerned with the negative impact to property values that this type of development could have. He stated that he has enjoyed the rural character of the area in the years he has lived at his home. He understood the desire for development and smaller lots sizes but did not want to see that number of homes constructed. He agreed that there would be an impact to traffic in the area. He stated that he does not want to see low income housing, as that would also impact the existing property values.

Chris Hagel, 16650 Dolomite St NW, echoed the comments of the previous speaker related to the impact to traffic that this development would have. He asked how the school would support additional students.

Cynthia Showalter, 6967 170th Trail NW, stated that she moved to her property because it is a rural area. She asked how 55- and 65-foot lots would fit with the adjacent properties. She stated that homes in her neighborhood sell in less than one week and therefore did not believe the statement to be accurate that 80-foot-wide lots are not selling. She did not want to see her neighborhood connected to this development.

Amanda Jongewaard, 6841 173rd Ave NW, stated that she is one of the internal lots. She stated that she supports development, but couple with the Hunt property and Trott Brook North, this would be a lot of development in the area. She commented that traffic is already busy in the area and the impact that these three developments would have would be intense. She stated that while she is excited to have neighbors, she would not want the development to be of this size. She stated that her property would be internal and has farm animals and would be concerned with how her property would mix with the development and homeowners' association.

Chairperson Bauer asked for details on the keeping of farm animals within Ramsey.

Senior Planner McGuire Brigl stated that three acre lots and larger are allowed to have additional animals, as larger lots are allowed more animals. She stated that she understood that new residents may experience a different character, but existing residents should not feel pressure to live differently.

Ms. Jongewaard stated that she is not the only one in the area with farm animals. She asked how that would fit with a neighborhood of this type. She stated that perhaps not all the properties be developed at once as that will be a huge impact to the area.

Senior Planner McGuire Brigl stated that she would love to connect to Ms. Jongewaard following the meeting to continue discussions.

Chairperson Bauer stated that many of the comments have been related to traffic and asked staff to provide information on the traffic studies that are completed to determine the potential impact.

Deputy City Administrator Gladhill stated that a traffic engineer would need to assist with that level of detail. She stated that staff could complete some preliminary forecasts if desired, but otherwise that information would be developed through the full traffic study required for preliminary plat.

Steve Gronke, 17220 Nowthen Blvd NW, stated that when he moved to his home there were two farms and now there would be 1,600 homes if this moves forward. He stated that he is concerned with property value impacts, traffic increases and is also concerned with children in the new development that could wander onto his property. He asked if there would be fencing or signage to control children from wandering onto adjacent properties.

Mr. Schmidt stated that they are early in the process, but staff mentioned the idea of buffering between the proposed development and the existing homes. He stated that his company recognizes the need to engage with adjacent farm properties to ensure that their activities are not disturbed. He stated that they call out in the homeowners' association documents the activities that occur on the adjacent farm properties to ensure that new homeowners are aware that there is active farm active adjacent. He stated that in another instance they paid and constructed a fence on the farm property to prevent residents from spilling onto the adjacent property.

Mr. Gronke stated that he has a creek on his property and would be concerned with liability from children wandering onto his property.

Mr. Schmidt stated that the natural elements are part of what make the property appealing, noting that the creek also runs through the subject property.

Kim Salocka, 7230 175th Ave NW, stated that people choose this location for a specific reason, to enjoy the rural character. She stated that people hunt in her backyard and she enjoys the wildlife in the area. She stated that the homes in the area tend to sell quickly and wondered if the developer has considered other types of development for the property, such as higher priced homes. She asked if a study was done to determine the type of development that would be desirable in the area.

Mr. Schmidt stated that they have not completed a market study in Ramsey, although the City has completed a series of studies on housing within the community. He stated that the property is guided to support three units per acre, as the property is zoned to support sewer. He stated that the proposal is for 2.7 units per acre. He stated that if the property were developed with all 80-foot lots in a different configuration, they could still fit about the same number of homes as proposed. He stated that in terms of values the proposed homes would range from $350,000 to $650,000 and therefore would not be low income housing but would still serve a wide variety of residents that want to live in Ramsey.

Ms. Salocka, referenced the Maxfield study and asked if residents can access that information.

Senior Planner McGuire Brigl stated that she can share that information with anyone that requests it. She noted that she could also place that information on the project website.

Ms. Salocka asked at what point residents would be able to meet with the developer to discuss their concerns, such as buffering.

Ms. Schmidt stated that it would depend upon the development and the process of the city. He stated that this meeting is a good start to gather input from residents. He stated that following this meeting they would start to meet with the residents most directly impacted to develop a plan that would work for both parties.

Ms. Salocka stated that ultimately this product seems to be a detached townhome.

Mr. Schmidt stated that he does not like the term detached townhome as this is a single-family home on a single-family lot. He stated that the only difference is the inclusion of a homeowners' association that would provide yard and snow service.

Ms. Salocka asked if the homes would all look the same.

Mr. Schmidt stated that even within the villa product there would be different product types and would not be the same style of home one after the other.

Peter Meyer, 7190 175th Ave NW, referenced the wetland and specifically the pond shown to be on the high ground and asked for details on the runoff plans for the site.

Deputy City Administrator Gladhill stated that all projects need to go through the Lower Rum River Water Management Organization to address water management.

Senior Planner McGuire Brigl stated that the pond is likely setup in that location to support runoff from the adjacent proposed homes. She noted that she could follow up with the resident after the meeting to further discuss the pond.

Mr. Meyer stated that there is currently a marker from the WPA on the corner of his property.

Deputy City Administrator Gladhill stated that once a plat is approved, a survey is completed of existing monuments and set new monuments with the property lines. He stated that surveys would be set appropriately.

Mark Winger, 7610 168th Ave NW, stated that he has lived at his home for over 40 years and the zoning was originally setup to create zones of density. He stated that this property was zoned for 80-foot lots, which he still believes to be too small and the developer is requesting even smaller lots. He stated that this would be a perceived density between this development and other recently proposed developments among more rural properties. He asked the Commission not to rezone the property as this seems to be an aggressive amount of development. He stated that from his perspective taxes will not decrease from this development and could increase because of the increased pressure on the school district.

Jill Winger stated that she understands that development will occur but believed that a different type of development could occur on this property to better fit with adjacent properties. She commented that their taxes increased by $600 this year because of the Elk River School District and did not want to continue to see those increases because of additional pressures on the schools. She stated that they love their property and the walking trails and did not see this type of development as a benefit for the existing residents.

Courtney (last name not stated), resident on 167th, commented that the City holds The Draw concert series for another development and asked if the developer would have plans to hold community type events or features.

Deputy City Administrator Gladhill stated that the Park and Recreation Commission will also review the plans to provide input on the desired features.

Senior Planner McGuire Brigl stated that residents can provide input on the park elements that they would like to see on this property through email.

Courtney stated that she believes that the boardwalk would be eliminated and some walking trails.

Senior Planner McGuire Brigl stated that the boardwalk would remain and provided additional details on pedestrian connectivity.

Courtney asked the type of personality the park would have, whether the natural elements would be preserved, or whether the area would be restructured for the entire area.

Deputy City Administrator Gladhill stated that the Wetland Conservation Act protects the wetlands and their delineated boundaries. He stated that Trott Brook is also a protected element in the City and its natural corridor.

Senior Planner McGuire Brigl summarized the comments of the resident that she would prefer a more rural character type of park, rather than the rural feel of The Draw. She stated that she could connect the resident with Parks staff to provide additional input.

Pauline Nocks, 16931 Willemite St NW, stated that she interpreted the Comprehensive Plan to designate 499 new residential units during the next ten-year period. She stated that the Hunt and Trott Brook proposals would include 435 units, without counting the residential development included in the previous case. She asked the purpose of projecting growth in the Comprehensive Plan if the City is already proposing to exceed that projection within tonight's cases. She commented that this is too much density too far outside of the The COR and Highway 10 corridor. She explained that residents in this area purchases their property in order to remain in a more rural type of development. She stated that change is an opportunity for growth but believed that the City must also consider pleasing the existing residents and not just attempting to attract new residents. She confirmed that she was referencing the Comprehensive Plan which runs through 2030.

Chairperson Bauer noted that the plan that runs through 2040 is in draft format and once adopted will be the path the City plans to follow.

Deputy City Administrator Gladhill explained that these projects will not build 400 lots at one time, noting that 20 to 40 lots would be built per phase. He explained that Brookfield took 10 to 15 years to complete its phasing. He confirmed that the growth fits within the forecasts for 2030 and does not even reach the full growth anticipated for 2040. He stated that more aggressive proposals have come through that staff has pushed back on in the past as well. He stated that he would welcome additional conversations with the resident to help explain the previous and current Comprehensive Plans.

Norm Novak, 7041 175th Ave NW, stated that this is too many homes for that size property. He stated that this would add 1,800 to 2,000 more people (estimating four to five people per home) with multiple vehicles per home. He stated that he has reached out to staff through telephone. He expressed concern with the tree removal and replacement. He stated that he does not want to see villas, which he believes to be detached townhomes. He asked if the homes would have basements or be on slab and whether they would be single- or two-story homes. He asked for details on the tree size for front yards and the landscaping and fencing. He asked how City sewer and water would be connected to the site avoiding Trott Brook. He stated that putting homes this close together is not the way it should be done. He stated that he moved to this area 17 years ago. He stated that when his neighbor sold their 35 acres, he attempted to purchase five acres, but the City would not allow the subdivision. He stated that it is sad that he was denied the ability to purchase additional property, but the City is not allowing this type of subdivision.

Senior Planner McGuire Brigl commented that staff could follow up with the resident to address his concerns and comments.

Chairperson Bauer briefly recessed the meeting.

Chairperson Bauer reconvened the meeting.

Trista Williams stated that she has concerns with a pedestrian bridge linking the neighborhoods together. She stated that her neighborhood enjoys the walking trails, which are not crowded, and believed that this additional development would crowd the existing trails.

Commissioner Peters stated that considering the number of residents in Brookfield it does not seem that crowded on the trails and noted that the proposed development could perhaps be more concerned with existing residents coming onto their trails to use that park.

Deputy City Administrator Gladhill stated that Brookfield neighborhood originally included plans for a park, but the developer defaulted on that and therefore this neighborhood would propose to include a park that could be enjoyed by the public.

Senior Planner McGuire Brigl read aloud comments received related to the zoning of the property. She stated that the property has been zoned for City utilities going back before 2000 and has been zoned in this district since 2012. She referenced another resident comment she received related to speed increases from increasing traffic and asking why the City is considering the zoning request and responds to development requests where they occur. She clarified that the City legally has to respond to any application requests.

Deputy City Administrator Gladhill stated that the City is planning to reconstruct Variolite this year with State dollars, noting that elements are being added to slow the speed of traffic on Variolite.

Commissioner Woestehoff commented that the Variolite reconstruction is well overdue. He commented that the additional elements added should help to slow the speed of traffic.

Chairperson Bauer stated that the City's long-range plan identifies the zoning that specifies the type of development that would be allowed on parcels, but the requests come forward at the will of development. He stated that this proposal would continue the density allowed on the parcel but would request an amendment to the lot width.

Brian Walker, 17289 Variolite St NW, stated that even with the poor condition of Variolite there are cars drag racing side by side in front of his home. He believed that additional residential development would only increase those traffic problems. He stated that most of the residents that have spoken in opposition live on lots ranging in size from one acre to ten acres. He stated that he is relatively new to the area and purchased the home based on the Comprehensive Plan the City had. He asked how the City can not justify allowing 55 wide lots in an area that is rural.

Chairperson Bauer commented that the Comprehensive Plan identifies this parcel with zoning that allows 80-foot lot and this request is simply for smaller width. He stated that this parcel is not zoned for 2.5 acre lots.

Christine Reud commented that she understands that the Comprehensive Plan speaks of balancing the rural character of the community with growth and asked how the City justifies the proposed development on the agenda tonight that detracts from the rural character of this area of the city. She stated that she would prefer to have 80-foot lots and less homes.

Senior Planner McGuire Brigl identified the areas of the City marked for development with City sewer and water and those areas identified for well and septic.

Deputy City Administrator Gladhill commented that a balance of urban growth and rural character was an overarching theme of the Comprehensive Plan and noted that the majority of the City is still planned to remain rural with larger lots and sewer and well. He noted that the urban growth follows the availability of City utilities (sewer/water). He stated that the question before the Commission tonight is related to the lot width.

Ms. Reud asked if the developer commented that the smaller lots would sell from $250,000 to $650,000.

Mr. Schmidt replied that the finished homes would range from $350,000 $600,000 noting that the smaller lot homes would begin at the lower price and the larger lots would have the higher priced homes.

Ms. Reud asked if the $350,000 range is the product that the developer believes that empty nesters and first-time buyers would select.

Mr. Schmidt confirmed that it is difficult to build a new home for less than that price in today's market. He stated that when the home value averages $400,000 that does not devalue the existing property values.

Chairperson Bauer stated that he has seen virtually no teenagers in the Riverstone development, noting that the development primarily has empty nesters in the villas and young families in the larger single-family homes which fits with the market projection that the developer suggests.

Mr. Walker asked how many of the Commissioners live on larger lots and could understand the concerns of the existing residents tonight.

Commissioner Peters commented that he lives on an 80-foot lot in Brookfield that will neighbor this development.

Chairperson Bauer noted that his neighbor's home is ten feet from his house in Riverstone.

Commissioner Woestehoff stated that he is on an 80-foot lot in the Woodlands neighborhood and joined the Commission because there are a lot of homes on 80-foot lots and he wanted to be that voice. He stated that his wife is excited that they could have six chickens on their lot.

Mr. Walker commented that he raises horses and is concerned with the impact that this level of development would have on his horses and the wildlife in the area. He recognized that it could be hard for others to imagine how the residents in this area live if they do not live in that manner.

Chairperson Bauer commented that the same wildlife would not remain whether this is developed with 80-foot lots of smaller lots.

Commissioner Peters stated that he has woods backing to his home and has deer, turkey and sandhill cranes in his yard. He stated that he sees the wildlife and therefore the lot size does not always make that go away. He noted that the deer often eat his wife's hostas in the front yard.

Ms. Reud stated that if the pine trees are removed where the wildlife live, that will cause those animals to leave.

Cyndy Showalter stated that people do not drive to this area to look at homes. She stated that people that want smaller lots are not going to want to drive out this far. She stated that the majority of residents in this area do not want this type of development in this area and moved to the area to see and be a part of the natural setting. She stated that while they understand that the property will develop, it was intended to support 80-foot lots. She did not think the plan should be changed to accommodate development because the residents of this area purchased their homes based on the development plans of the City.

Jill Winger stated that although the property is zoned for 80-foot lots, she would believe that there are people that want to see larger lots.

Mark Winger stated that the plan to specify a density rating and lot width is to ensure that only a certain number of homes could be constructed. He believed that the original plan for development of this parcel should be followed with less homes allowed.

Senior Planner McGuire Brigl referenced a resident comment received asking where the developer is from and that the City is not Minnetonka where homes are built close together. She commented that Excelsior Group is based out of Saint Louis Park.

Mr. Schmidt stated that his office is in Saint Louis Park and he lived in North Oaks.

Norm Novak stated that he believes that this is too much density. He stated that if this moves forward, he wants to ensure that the developer does not take shortcuts and wants to make sure the development is done right.

Chairperson Bauer commented that he understands that the developer has agreed to another 60-day extension and asked the applicant for feedback on what may be recommended in terms of modifications.

Mr. Schmidt stated that he would want to get further into the process before he looks to modify the plan. He recognized the comments of the existing residents and stated that while he would like to be mindful of their concerns, he has experience in development and knows that things change. He stated that the Comprehensive Plan allows three units per acre for this site, as that would be the only way to make a development would from an infrastructure standpoint with urban utility services. He stated that he is sympathetic to the comments and concerns and will continue to listen and have more dialogue, which is why he agreed to the additional 60-day extension to continue the process.

Chairperson Bauer referenced some of the comments recommended by staff and the Commission and asked if the developer would be open to tabling the request tonight to allow additional time for the developer and staff to review those suggestions and come back in June.

Mr. Schmidt stated that they are not opposed to spending additional time discussing but would not want to see an indefinite tabling of the request. He confirmed that they are open to continued discussions but would want to get a vote at some point.

Chairperson Bauer explained that if the City does not take action after the 60-day extension, the request would automatically be approved, which prevents the issue of indefinite tabling.

Mr. Schmidt commented that staff has been professional, and they appreciate the time they have been given tonight and looks forward to continuing discussions.

Motion by Commissioner Johnson, seconded by Commissioner Peters, to close the public hearing.

A roll call vote was performed by the Deputy City Administrator:

Commissioner Gengler	aye
Commissioner Johnson	aye
Commissioner Anderson	aye
Commissioner Woestehoff	aye
Commissioner VanScoy	aye

Chairperson Bauer aye
Commissioner Peters aye

Motion carried.

Chairperson Bauer closed the public hearing closed at 10:06 p.m.

Commission Business

Deputy City Administrator Gladhill stated that if the Commission tables the request, staff would still appreciate direction as to whether there is an appetite towards a mix of lot sizes.

Chairperson Bauer stated that if the Commission feels that 80-foot lots would be the choice, that recommendation should be made tonight. He stated that if the Commission is open to a mix of lots, that direction should be provided along with additional elements for the developer and staff to work on.

Commissioner Anderson stated that the City worked hard on the draft Comprehensive Plan and would not support anything other than 80-foot lots as anything else would not support the character of the neighborhood.

Councilmember Musgrove asked if the Brookfield development has only 80-foot lots.

Senior Planner McGuire Brigl confirmed that Brookfield has 80-foot lots.

Councilmember Musgrove referenced the comment made by a resident that density ranges from denser in The COR and then moves towards wider lots as you go out from there. She stated that she would also support 80-foot lots.

Commissioner VanScoy asked if Councilmember Musgrove is speaking as a member of the Council or whether that is her personal opinion.

Councilmember Musgrove stated that is her personal opinion. She stated that the Council has had recent discussion related to housing and density. She stated that her comment was not meant to sway the Commission but felt that was an important comment made by the residents.

Commissioner VanScoy echoed the comment that there was a lot of intent in developing the draft Comprehensive Plan and zoning in order to support a transition in zoning. He stated that he would support the 80-foot lot size and would not support smaller lot sizes on the property.

Commissioner Gengler stated that she is open to smaller lots sizes in the development. She understands the intent of the zoning but feels like there have been some changes to what consumers desire in the housing market. She stated that it does not seem that 80-foot lots are as popular as they once may have been. She stated that she understands the idea of changing a neighborhood is scary and therefore would support the idea of surveying residents to gather additional input and

clarify some misunderstanding that may exist. She stated that perhaps the 55 lots against Variolite would be an issue and would encourage 80-foot lots and buffering in that area.

Commissioner Peters stated that he lives in Brookfield, noting that the previously existing homeowners' association has been disestablished. He stated that he has lived in a range of housing products and in different areas and therefore has a wide understanding of different living arrangements. He commented that some people desire different things. He stated that sometimes an 80-foot lot is more than some people can handle and maintain. He commented that you are not able to pick your neighbors and sometimes smaller lots are easier for some to maintain in a well-kept manner. He stated that perhaps a single parent desires a smaller lot with less maintenance.

Commissioner Woestehoff stated that he finds himself in a position of compromise quite a bit and supports the element of affordable housing. He stated that the more different the people around you are, the better person you ultimately become. He stated that to say that a home valued at $350,000 is low income housing is absurd and it is helpful to have variety in housing. He commented that he does not believe that an R-2 zoning would be appropriate but would continue to support R-1 zoning. He commented that he wants to see the park and other elements remain. He stated that he would love to see a compromise to bring diversity to the development.

Chairperson Bauer clarified that R-1 villas would support 65-foot lots, rather than the 55-foot lots supported by R-2.

Commissioner Woestehoff encouraged the Commission to remember that a lot of time has been spent on this case and he would encourage a decision rather than tabling.

Senior Planner McGuire Brigl stated that regardless of the direction tonight, staff plans to bring this forward to the City Council at the May 26th meeting for input.

Commissioner VanScoy asked if input has been received from all the Commissioners.

Commissioner Johnson commented that he would be in favor of smaller lots but in respect to the Comprehensive Plan and comments of the neighbors he would support 80-foot lots. He stated that he lives on a 66-foot lot in the Woodlands and loves it, often seeing wildlife in his yard. He stated that based on the feedback and intent of the Comprehensive Plan he would support 80-foot lots.

Commissioner VanScoy stated that he has no problem with smaller lots in certain areas, closer to Highway 10. He commented that as you move out from that corridor and into the rural area, the intent for the parcel was to have 80-foot lots and he would support that. He stated that this area is intended to transition to rural and he would like it to remain that way.

Motion by Commissioner Johnson, seconded by Commissioner VanScoy, to recommend that City Council deny Ordinance #20-07 approving a Zoning Amendment for the Makowsky Property for The Excelsior Group.

Further discussion

Commissioner Gengler asked the ramifications of denying this amendment. Chairperson Bauer noted that this is a recommendation to the City Council, who will make the ultimate decision. Senior Planner McGuire Brigl stated that if the City Council denies the application, a period of one year would need to pass before the City would consider it again but a modified application could be submitted. Deputy City Administrator Gladhill clarified that if the motion passes by the City Council, the zoning would default to the standard R-1 MUSA District. Commissioner Woestehoff clarified to those attending the meeting, supporting the motion of denial means the member is supporting 80-foot lots while opposing would support lesser sized lots.

A roll call vote was performed by the Deputy City Administrator:

Commissioner Johnson	aye
Commissioner Gengler	nay
Commissioner Anderson	aye
Commissioner Woestehoff	nay
Commissioner Peters	nay
Commissioner VanScoy	aye
Chairperson Bauer	nay

Motion failed.

Motion by Commissioner Anderson, seconded by Commissioner VanScoy, to recommend that City Council table Ordinance #20-07 approving a Zoning Amendment for the Makowsky Property for The Excelsior Group with the direction that staff work with the developer to develop another plan with a combination of 75- and 80-foot lots.

Further discussion

Commissioner Woestehoff asked if an amendment could be made to the motion to allow a mix of 65- and 80-foot lots, which would still remain within the R-1 district. Commissioners Anderson and VanScoy confirmed to allow that amendment.

Motion by Commissioner Anderson, seconded by Commissioner VanScoy, to amend the motion to recommend that City Council table Ordinance #20-07 approving a Zoning Amendment for the Makowsky Property for The Excelsior Group with the direction that staff work with the developer to develop another plan with a combination of 65- to 80-foot lots with the recommendation that the 65 lots are no more than 30 percent of the lots.

Further discussion

Commissioner Johnson asked the ratio of 65-foot lots that would be allowed and commented that he believed the maximum percent of 65-foot lots should be 30 percent. The Commission confirmed consensus. Commissioner VanScoy stated that he would also like to see what the density transitioning would be. Commissioner Anderson stated that he would prefer the smaller lots to be in the interior of the development, similar to the Paxmar request. Councilmember Musgrove asked what would be presented to the Council on the 26th if this motion passes. Senior

Planner McGuire Brigl stated that the information from tonight's meeting would be presented. Deputy City Administrator Gladhill stated that the input would be gathered from the Council as well, before the developer attempts to amend their sketch plan.

A roll call vote was performed by the Deputy City Administrator:

Commissioner Gengler	aye
Commissioner Johnson	nay
Commissioner Anderson	aye
Commissioner Woestehoff	aye
Commissioner Peters	aye
Commissioner VanScoy	nay
Chairperson Bauer	aye

Motion carried.

5.04: Public Hearing: Consider Recommendations Related to Hunt Property Development Proposal (Project No. 20-105); Case of Platinum Land, LLC

- **Public Hearing: Consider Ordinance #20-08 Rezoning Hunt Property from R-1 Residential (MUSA) District to R-1 Residential (Detached Villa) District and R-1 Residential (Detached Villas) District**
- **Review Sketch Plan (Major Subdivision)**

Public Hearing

Chairperson Bauer called the public hearing to order at 10:34 p.m.

Presentation

Senior Planner McGuire Brigl presented the staff report stating that since this is a legislative (policy) decision of the City due to the fact that the request requires a zoning amendment, staff needs broad policy direction before formulating a recommendation. The Planning Commission should provide feedback on moving the project forward to Preliminary Plat. This is a key time in the project to make major layout changes, provide feedback on lot sizes, road alignment, trails, etc. before the Developer incurs expense of detailed civil engineering drawings. Staff does believe there is room to compromise on the mix of lot sizes. Based on the 60 Day Rule, Ordinance #20-08 does need to move forward to the City Council. If approved, the Ordinance would be contingent upon approval of a future Preliminary Plat and tied to this project specifically. The Planning Commission would request that the applicant provide an additional 60 Day Extension to provide additional time for discussion, negotiation, and compromise. This would require written confirmation by the Developer. Staff is hopeful that the Developer would be willing to provide an additional extension if the City desires to explore a compromise concept plan.

Commissioner VanScoy asked the purpose of comments through a citizen survey.

Deputy City Administrator Gladhill stated that the idea of surveying residents is to make sure the right question is asked, and the addresses are known. He stated that the existing petition struggled to identify the addresses and proximity to the project location.

Commissioner VanScoy clarified that it would be a voluntary survey online where residents could input comments.

Deputy City Administrator Gladhill stated that this would be another method to provide assistance and validate that the input is from Ramsey residents as door to door action is not allowed in terms of forming a petition.

Commissioner Gengler asked the zoning of the parcels to the west.

Senior Planner McGuire Brigl commented that the property to the west is zoned R-1 (MUSA) as well.

Commissioner VanScoy asked if transitioning would be required.

Senior Planner McGuire Brigl confirmed that density transitioning would be required because of the existing rural residential use, rather than the R-1 (MUSA) zoning.

Jason Bebo, applicant, stated that when he looks for property to develop, he looks for the highest and best use and to provide diversity, which is why he desires different lot sizes. He stated that the diversity in lot sizes allows different consumers to purchase the homes.

Citizen Input

Chairperson Bauer commented that the written comments received become a part of the record of tonight's meeting along with the verbal testimony on the previous case that also apply to this case.

Ryan Hunt, 1755 Nowthen Blvd NW, stated that the plan submitted by the developer looks like a nice mixed layout. He recognized that some residents are concerned with the size of the lot frontage, but the request meets the density of the Comprehensive Plan. He stated that if the City restricts itself to a larger frontage it would be hard to meet that density and reduce the ability of the developer to provide a creative layout. He stated that the property will be developed and will be different than farmland. He stated that the developer should be given the freedom to use creativity and make this a good development. He stated that the concept of form-based code is to think of the result that you want and work backward from that. He stated that he has grown up in Ramsey and watched development occur, making Ramsey less rural. He stated that Ramsey will continue to develop and wants to see the development occur smartly and look good. He asked people to let go of the psychological hurdle of 80-foot lots and allow the developer to have freedom and creativity to make this a good development.

Amanda Jongewaard, 6841 173rd Ave NW, asked what the transitioning would look like, whether it would be fencing or trees and landscaping.

City Planner Anderson replied that density transitioning is typically done with landscaping in a mix of different styles of trees.

Ms. Jongewaard asked if the developer would need to install their own transitioning rather than counting the trees on her property.

City Planner Anderson confirmed that the developer would need to incorporate the transitioning on their property as part of their project.

Ms. Jongewaard asked the proposed price point for this development.

Mr. Bebo replied that his project would begin around the $300,000s for the villas and $350,000 for the larger lots.

Ms. Jongewaard asked if there is typically an issue with homes ranging from $300,000 to $600,000 within the same development.

Mr. Bebo replied that he will not have $600,000 homes in his development.

Ms. Jongewaard stated that she is excited to have neighbors and additional children in the area but just wants to ensure that the development occurs in the correct manner and that that mix of development is right. She noted that this case and the previous case would share a street and become a large neighborhood.

Deputy City Administrator Gladhill replied that the City can regulate aesthetics but cannot regulate price. He stated that a reasonable goal would be to have a range of housing products from starter to executive, which these two products would provide.

Ms. Jongewaard stated that she would want to ensure that there is a sense of community within the range of different priced homes.

Chairperson Bauer stated that is a decision the developer makes, and they do their research to ensure that the mix of homes would be cohesive.

Mark Winger, 7610 168th Ave NW, stated that he is bothered by the statement that the developer needs to make the lot sizes smaller in order to meet the density for the site. He stated that this request includes every home with a smaller lot size than originally guided for.

Deputy City Administrator Gladhill reviewed a resident comment stating that the resident was opposed to 55- and 65-foot-wide lots and requested a berm along 165th with a ten-foot privacy fence.

Norm Novak commented that this is too many houses in a small area. He stated that if approved he would like the berm and privacy fence to provide a buffer but noted that he would also support nice trees and grass and sod that provide a nice aesthetic buffer. He stated that he would like the development to look nice if it moves forward.

City Planner Anderson provided details on density transitioning and tree size requirements. He stated that an agreement is also recorded against the property in terms of maintaining and warrantying the transitioning area, which is meant to remain in eternity. He stated that the City also has a nuisance code to address weeds and vegetation concerns, should that not be maintained. He provided details on the tree inventory that would need to be completed and replacement that would be required depending upon the proposed removal. He noted that he could follow up with Mr. Novak to provide additional details.

Deputy City Administrator Gladhill reviewed a comment from a resident related to traffic on 175th and Nowthen Boulevard.

Kim Salocka, stated that she was curious as to how the utilities would be brought to the site.

Senior Planner McGuire Brigl advised how the water and sewer would be brought to the site.

Deputy City Administrator Gladhill referenced a comment from a resident related to how the City would ensure that well water supply would not be impacted. He stated that the City is involved in two water studies at this time and provided additional details on how the City monitors water usage and future options. He stated that the City would ensure that private wells continue to operate properly.

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

A roll call vote was performed by the Deputy City Administrator:

Commissioner Peters	aye
Commissioner Woestehoff	aye
Commissioner Anderson	aye
Commissioner Johnson	aye
Commissioner Gengler	aye
Commissioner VanScoy	aye
Chairperson Bauer	aye

Motion carried.

Chairperson Bauer closed the public hearing closed at 11:05 p.m.

Commission Business

Deputy City Administrator Gladhill summarized the decision of the Commission on the last case and noted that a similar action could carry over for this case.

Commissioner Woestehoff stated that the last case was voted to table with comments but noted that this case does not have a written extension from the developer and asked if the Commission would therefore need to make a decision tonight.

Senior Planner McGuire Brigl stated that the developer is open to granting an extension, similar to the previous request.

Commissioner Anderson stated that he cannot support a 55-foot lot. He stated that while he would rather have 80-foot lots, he would be open to 65-foot lots. He stated that he would like to follow a similar direction from the last case with a mix of 65-foot lots and 80-foot lots.

Deputy City Administrator Gladhill stated that if similar direction is made from the previous case, that could be done.

Mr. Bebo stated that he does agree with the 60-day extension and sent an email to staff stating such. He stated that the villas are an in-demand product and stated that he would be willing to work between 55 feet and 80 feet because he likes to have diversity within the development. He stated that he would like to have some 55-foot lots but would like the ability to have that flexibility.

Motion by Commissioner Anderson, seconded by Commissioner Peters, to recommend that City Council table Ordinance #20-08 approving a Zoning amendment for the Hunt Property for Platinum Development, LLC with direction for staff and the developer to work together on a plan that includes diversity of lots between 65- to 80-foot lots with a small percentage of 55-foot lots in the interior.

Further discussion

Commissioner Woestehoff stated that he would not feel comfortable with that as the Commission just told the last developer that 55-foot lots would not be allowed on a larger piece of property. Commissioner VanScoy echoed those comments and noted that he would like to see 80-foot lots. Commissioner Anderson stated that he would be open to an amendment to the motion. Commissioner Woestehoff suggested that the minimum lot size be 65-foot wide. Commissioners Anderson and Peters agreed to the amendment.

Motion by Commissioner Anderson, seconded by Commissioner Peters, to amend the motion to recommend that City Council table Ordinance #20-08 approving a Zoning amendment for the Hunt Property for Platinum Development, LLC with direction for staff and the developer to work together on a plan that includes diversity of lots between 65- to 80-foot lots.

A roll call vote was performed by the Deputy City Administrator:

Commissioner Gengler	aye
Commissioner Johnson	aye
Commissioner Anderson	aye
Commissioner Woestehoff	aye
Commissioner Peters	aye

Commissioner VanScoy	nay
Chairperson Bauer	aye

Motion carried.

5.05: Public Hearing: Adopt Resolution #20-085 Revoking the Conditional Use Permit (CUP) for Truck Garant located at 6021 Highway 10 NW

Public Hearing

Chairperson Bauer called the public hearing to order at 11:14 p.m.

Presentation

Planning Consultant Maass presented the staff report and recommendation for the Planning Commission to recommend adoption of Resolution #20-085 approving the revocation of the Conditional Use Permit (CUP) previously issued to Truck Garant for the property located at 6021 Highway 10 NW.

Chairperson Bauer stated that he drove through the property and it has a junkyard look, noting that the pictures in the staff report do not do the issue justice.

Citizen Input

Roman Gadaskin, property owner, agreed that the site is a junkyard. He noted that he spoke with the tenant multiple times and unfortunately the tenant refuses to comply. He stated that the tenant is aware he continues to violate City Code. He stated that he took the tenant to court for eviction but lost the case. He stated that he would like to complete the redevelopment of the property, but the tenant is stopping the ability to do that.

Planning Consultant Maass stated that he has sent the operator updates throughout the meeting to ensure that he could participate if desired, but the operator has not chosen to attend.

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

A roll call vote was performed by the Deputy City Administrator:

Commissioner Johnson	aye
Commissioner Anderson	aye
Commissioner Gengler	aye
Commissioner Woestehoff	aye
Commissioner Peters	aye
Commissioner VanScoy	aye
Chairperson Bauer	aye

Motion carried.

Chairperson Bauer closed the public hearing closed at 11:23 p.m.

Commission Business

Motion by Commissioner Gengler, seconded by Commissioner Woestehoff, to recommend that City Council adopt Resolution #20-085 approving the revocation of the Conditional Use Permit (CUP) previously issued to Truck Garant for the property located at 6021 Highway 10 NW.

Further discussion

Commissioner VanScoy asked what would happen once the CUP is revoked. Planning Consultant Maass stated that this will move forward to the City Council at its May 12th meeting and if approved staff would work with the property owner and tenant to develop a plan to move the tenant off the property. Deputy City Administrator Gladhill stated that he believes that this will be a mix of abatement and perhaps civil court proceedings.

A roll call vote was performed by the Deputy City Administrator:

Commissioner Peters	aye
Commissioner Woestehoff	aye
Commissioner Gengler	aye
Commissioner Anderson	aye
Commissioner Johnson	aye
Commissioner VanScoy	aye
Chairperson Bauer	aye

Motion carried.

Councilmember Musgrove thanked the members of the Commission, staff and the public for their participation in tonight's meeting.

6. COMMISSION BUSINESS

There was none.

7. COMMISSION / STAFF INPUT

7.01: Final Check for Citizen Input

There were no additional comments.

8. ADJOURNMENT

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

A roll call vote was performed by the Deputy City Administrator:

Chairperson Bauer	aye
Commissioner VanScoy	aye
Commissioner Peters	aye
Commissioner Woestehoff	aye
Commissioner Gengler	aye
Commissioner Johnson	aye
Commissioner Anderson	aye

Motion carried.

The regular meeting of the Planning Commission adjourned at 11:28 p.m.

Respectfully submitted,

_____

Chloe McGuire Brigl
Senior Planner

ATTEST:

_____

JoAnn Shaw
Planning Division Secretary

Drafted by Amanda Staple
TimeSaver Off Site Secretarial, Inc.

ECONOMIC DEVELOPMENT AUTHORITY
CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA

The City of Ramsey Economic Development Authority (EDA) conducted a regular meeting on Thursday, May 14, 2020, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present: Chairperson Jim Steffen
Member Brian Burandt
Member Scott Cords
Member Glen Hardin
Member Ryan Heineman
Member Mark Kuzma
Member Chris Riley

Members Absent: None

Also Present: Sean Sullivan, Economic Development Manager
Tim Gladhill, Deputy City Administrator
Debra Musgrove, Alternate EDA Commissioner
Rob Hardy, RGH Ramsey, LLC

1. CALL TO ORDER

Chairperson Steffen called the Economic Development Authority meeting to order at 7:30 a.m.

2. APPROVE AGENDA

Motion by Member Hardin, seconded by Member Cords, to approve the agenda.

A roll call vote was performed by the Deputy City Administrator:

Member Cords	aye
Member Kuzma	aye
Member Heineman	aye
Member Riley	aye
Member Hardin	aye
Chairperson Steffen	aye

Motion carried.

Member Burandt joined the meeting.

Deputy City Administrator Gladhill read a statement related to the COVID-19 pandemic and local state of emergency. In declaring this Local State of Emergency, the City of Ramsey has determined that in person meetings and meetings conducted under Minnesota Statutes Section 13D.02 are not practical or prudent because of the declared health pandemic emergency.

3. APPROVE MINUTES

3.01: Approve Meeting Minutes Dated April 23, 2020

Motion by Member Cords, seconded by Member Hardin, to approve the April 23, 2020, minutes as presented.

A roll call vote was performed by the Deputy City Administrator:

Member Hardin	aye
Member Heineman	aye
Member Cords	aye
Member Kuzma	abstain
Member Burandt	aye
Chairperson Steffen	aye

Motion carried.

Chairperson Steffen welcomed the newest member of the EDA, Ryan Heineman.

Member Heineman provided background information on himself and related personal and business experience.

4. EDA BUSINESS

4.01: Consider Approval of Second Amendment to Purchase Agreement for Lots 1, 2, and 3, Block 1, COR TWO; Case of RGH Ramsey LLC (Portions may be closed to the public)

Chairperson Steffen recused himself from the discussion.

Economic Development Manager Sullivan presented the staff report.

Member Cords asked when ground would have been broken if it were not for COVID-19 and its related closures.

Economic Development Manager Sullivan stated that originally the closing would have occurred in June, which would have started the clock ticking. He stated that a spring start was anticipated with construction ending by November 15, 2020. He stated that the intention would have been to lock in the tenants earlier this year with construction to begin in the spring, but development activity was paused due to the impacts of the Pandemic.

Rob Hardy stated that Aldi and Holiday just broke ground on a project he is working on in Fargo, North Dakota and anticipates opening in October 2020. He stated that there is a five- or six-month construction period for this type of project.

Member Riley asked for additional details on the general interest that there was for the project prior to COVID-19 and how this situation may impact the interest in development.

Mr. Hardy stated that initially he met with Kwik Trip last May and that business indicated a sincere intent to move forward on the project. He stated that Kwik Trip indicated that it would most likely take until this spring to gain corporate approval and move forward. He noted that administrative staff has been working from home, which placed a delay on Kwik Trip moving forward. He stated that he has asked for the minimum amount of time he would need and hopes to bring something forward later this year. He stated that he spoke with other retailers that have shutdown development activity at this time because of the COVID-19 uncertainty. He noted that he continues his efforts with retailers and provides a weekly update to Ramsey staff.

Motion by Member Hardin, seconded by Member Cords, to recommend to City Council to approve of Second Amendment to Purchase Agreement for Lots 1, 2, and 3 Block 1, COR TWO; subject to City Attorney approval as to legal form.

A roll call vote was performed by the Deputy City Administrator:

Member Cords	aye
Member Hardin	aye
Member Heineman	aye
Member Kuzma	aye
Member Riley	aye
Member Burandt	aye
Chairperson Steffen	abstain

Motion carried.

Chairperson Steffen rejoined the group.

4.02: Consider First Amendment to Purchase Agreement with Gigi's Salon and Spa, Inc.

Economic Development Manager Sullivan presented the staff report.

Member Hardin asked if the other diligence items have been completed.

Economic Development Manager Sullivan replied that the title work was completed, and the site is pad ready and does not require additional environmental work. He stated that the delay is simply to allow the business additional time to make the decision, due to the impacts from the required closure.

Member Cords stated that he would wonder if 60 days is enough, as the business cannot yet be open. He stated that perhaps the 90 days be granted even though only 60 was requested.

Economic Development Manager Sullivan stated that staff is always negotiating with the developer. He stated that the applicant requested 60 to 90 days and staff suggested proceeding with a request for 60 days. He believed the applicant would appreciate the additional time 90 days would provide.

Chairperson Steffen commented that he would also be comfortable with 90 days.

Motion by Member Cords, seconded by Member Kuzma, to recommend approval of the First Amendment to Purchase Agreement, subject to City Attorney review, amending the term from 60 days to 90 days.

A roll call vote was performed by the Deputy City Administrator:

Member Cords	aye
Member Hardin	aye
Member Heineman	aye
Member Kuzma	aye
Member Riley	aye
Member Burandt	aye
Chairperson Steffen	aye

Motion carried.

4.03: Finalize Implementation of COVID-19 Assistance Plan Phase 1

Economic Development Manager Sullivan presented the staff report.

Chairperson Steffen asked if the businesses listed in the case are all of the liquor license holders in Ramsey and whether some businesses have already paid the fee or whether all the licenses would be up for renewal.

Economic Development Manager Sullivan confirmed that list includes all of the on-sale license holders in Ramsey. He replied that the renewals are sent out in May and due in June, so the businesses will not have to pay the fee this year.

Member Cords asked the percentage of the license that would be considered the City portion.

Economic Development Manager Sullivan replied that there are different types of on-sale licenses which range from $5,200 to $5,500 for each business. He stated that the City did not want to interfere with licensing that may be required through the State and therefore specified that the assistance would only apply to the City required fees.

Deputy City Administrator Gladhill stated that the clarifier was inserted in the event that the State charges a fee. He stated that he is not aware of any additional fees but felt that disclaimer should be included.

Member Cords referenced budget proposed to be used which would have been used for the TIF analysis work done on the section of buildings east of Do All Printing. He asked if the City has stopped doing that work because of the shutdown.

Economic Development Manager Sullivan replied that analysis was being done on a case by case basis when access is available. He stated that if there is a situation in which the analysis could be completed, staff would still move forward with that. He explained that it is not an active pursuit but occurs when the opportunity presents itself.

Deputy City Administrator Gladhill stated that as the City looks to prioritize and identify essential services, there are other funds available within the City budget to complete that analysis.

Chairperson Steffen reiterated that if the EDA needs additional professional services throughout the year there would be additional funds that could be used.

Member Hardin stated that at the last meeting he brought up the perception that this would be picking and choosing businesses. He stated that these businesses have already been told that this would happen and felt that this backs the EDA into a corner. He stated that the EDA is then in essence voting on this after the fact. He stated that he is disappointed that the City is picking and choosing businesses as "winners", noting that some of these businesses have been open and selling liquor. He stated that perhaps a different method would have been fairer and more equitable.

Economic Development Manager Sullivan commented that this action began in EDA with a recommendation to move forward to the City Council with this program. He stated that the purpose of this case is to quantify the policy in writing and to formalize. He stated that if the EDA does not feel that EDA funds would be a good source of funding, that recommendation could be made for the City Council to find another potential funding source. He stated that while all businesses could use a cash injection, there is not always a City controlled fee for all the types of businesses. He noted that the intent of this program was to provide assistance through this City controlled fee.

Deputy City Administrator Gladhill explained the quick reactions that have occurred during this COVID-19 pandemic and local state of emergency. He stated that staff is attempting to be more flexible during the pandemic. He stated that the case is titled phase one and the next phase could be to look on a broader scale as more information develops.

Councilmember Musgrove asked for additional details on the dates and terms of the license and whether there has been discussion of prorating the license fee rather than using a one-year term.

Economic Development Manager Sullivan replied that the license has an annual renewal with a fee based on the terms of the license. He stated that when this was originally brought to the EDA

and Council, it was not contemplated to prorate the fee and the direction was to proceed with the waiver of the one year on-sale liquor license renewal fee.

Councilmember Musgrove asked when the license term begins.

Economic Development Manager Sullivan replied that he was unsure of the begin date but noted that renewals are due in June. He noted that all of the businesses on the list were open prior to the pandemic and will hopefully continue to remain in operation. He provided details on the topic of waiving the advertisement fees for Ramsey businesses with the *Ramsey Resident*. He noted that both the EDA and City Council approved this program moving forward and advised of the potential cost of $2,000 to add 4 pages to the publication. This cost is proposed to be funded through the EDA. He stated that the offer would only apply to the late summer edition and provided details on the different size ads that could be provided. He stated that the most impacted businesses have been bars, restaurants, and salons and therefore the policy direction thus far has been to place priority on those businesses that have been forced close the longest. He stated that the Business Expo has been canceled for 2020 and this would provide another opportunity for those businesses to advertise to residents.

Chairperson Steffen asked when the deadline is for the late summer edition and asked how this program would be advertised.

Economic Development Manager Sullivan replied that the staff would reach out to Prime Advertising, who completes the ad portion of the *Ramsey Resident* to alert them of the offer. He stated that staff could also reach out to the businesses that were scheduled to participate in the Business Expo to advise them of the program.

Member Heineman referenced the comment of the *Ramsey Resident* being ad heavy and asked if the cost to mail the publication is covered by the advertising or whether it is subsidized by the City.

Deputy City Administrator Gladhill stated that the ads cover a portion of the *Ramsey Resident,* but the City also provides an allocation to cover the remaining cost of publication and distribution. He stated that a special insert could be included to focus on the business community or a business resource guide in addition to the advertising.

Chairperson Steffen asked for input on the size of the ads and the number of ads anticipated.

Economic Development Manager Sullivan stated that the decision would need to be made on the maximum advertisement size and whether the City would limit the number of free ads that it would allow. He noted that some of the business that advertise, may or may not quality for the funding assistance. He stated that the majority of the ads typically found in the publication are 1/8 page.

Member Riley stated that he supports the idea of this concept. He stated that a 1/8 ad would make the most sense. He stated that he does not have an issue with the priority order listed. He stated that typically a commission rate is paid to the advertiser for a portion of the ads sold and stated

that it would seem that someone should make sure that the City does not have to pay commission on the free ads.

Economic Development Manager Sullivan stated that staff did discuss that topic with those involved in publication. He stated that staff anticipates that the City would still pay the normal commission rate as some businesses have already committed to a year's worth of advertising with the agent at Prime.

Member Riley stated that if an exception is being made for the next edition, he would suggest that whatever revenue that has been generated would continue to be shared. He noted that if there is no revenue generated from the advertisement, a commission would not be paid, as this is a new one-time program due to COVID-19.

Deputy City Administrator Gladhill stated that staff would work with the *Ramsey Resident* staff to negotiate the details, which is why a not to exceed amount was suggested in the case, to provide the flexibility.

Member Heineman referenced the criteria for those that would receive the advertisement space. He asked if there would be criteria developed for how businesses would be prioritized.

Economic Development Manager Sullivan replied that the types of businesses eligible were outlined in the policy and would be accepted on a first come, first serve basis. He noted that a business that already advertises in the *Ramsey Resident* would receive priority over a business creating a new ad through this program.

Member Cords stated that with the liquor license program there is a deal provided to a specific set of businesses. He stated that perhaps other businesses be given priority over the on-sale liquor license businesses because they already received benefit through the other program.

Economic Development Manager Sullivan confirmed that language could be included that states that businesses that have received the on-sale liquor license fee waiver could be placed on a waiting list and eligible if there is still space available, giving other businesses priority.

Member Hardin asked to see the outline of the businesses that would be eligible.

Economic Development Manager Sullivan displayed the list.

Chairperson Steffen stated that it appears this project could apply broadly but again appears to have a prioritized list.

Economic Development Manager Sullivan stated that the intent of these programs was to first address the businesses that have been forced close the longest. He noted that the list does not include manufacturers. He noted that those businesses may not even find it helpful to advertise in the *Ramsey Resident*.

Deputy City Administrator Gladhill stated that staff also worked in attempt to find gaps between state and federal funding opportunities and direct the first phase of the program on the businesses that perhaps did not qualify for alternative funding. He stated that there could be a phase two program that could apply to a broader scope.

Member Burandt stated that those that hold an on-sale liquor license only received 10 months out of 12 because of the closures. He stated that restaurants remain a desired element for the community, as stated through resident comments and feedback on the City survey, therefore the City should work to maintain the existing restaurants.

Chairperson Steffen asked if 25 ads is the suggested maximum number of ads.

Economic Development Manager Sullivan confirmed that 25 ads was the top end recommendation within the case. He stated that a maximum number is desired in order to provide accurate budgeting projections.

Member Cords asked if there would be consideration for offering this more than once, dependent upon the economy.

Deputy City Administrator Gladhill stated that he would suggest moving forward on a one-time program, noting that a future request could come back if desired.

Economic Development Manager Sullivan provided details on the late payment waiver program. He stated that the businesses have remained current or one month behind. He stated that one business has reached out and expressed appreciation for the City allowing them to be late on the payment if needed.

Member Hardin asked if staff would still plan to negotiate with the publisher related to commissions.

Deputy City Administrator Gladhill noted that staff would attempt to negotiate with the publisher as discussed.

Motion by Member Burandt, seconded by Member Cords, to recommend approving the Liquor License Fee Waiver Program.

A roll call vote was performed by the Deputy City Administrator:

Member Cords	aye
Member Hardin	nay
Member Heineman	aye
Member Kuzma	aye
Member Riley	aye
Member Burandt	aye
Chairperson Steffen	aye

Motion carried.

Motion by Member Steffen seconded by Member Hardin, to recommend approving the *Ramsey Resident* Advertising Reimbursement Program at a not to exceed expense of $10,000 based on 1/8 sized standard ad and a cap of 25 ads.

A roll call vote was performed by the Deputy City Administrator:

Member Cords	aye
Member Hardin	aye
Member Heineman	aye
Member Kuzma	aye
Member Riley	aye
Member Burandt	aye
Chairperson Steffen	aye

Motion carried.

5. MEMBER / STAFF UPDATE

Economic Development Manager Sullivan provided a development update related to COVID-19 and the impacts to local businesses.

Member Cords asked if a decision has been made on Happy Days.

Deputy City Administrator Gladhill stated that the Happy Days group is meeting tonight to discuss that topic. He noted that if the event does occur, it would not be the same format because of social distancing.

Economic Development Manager Sullivan stated that a decision or recommendation should be made at the June EDA meeting for a possible Business Appreciation Day event. He stated that future plans will be dependent upon the next steps from the Governor and the need for social distancing.

Deputy City Administrator Gladhill provided an update on the transition plan to reopen City Hall, divided into two categories: public meetings and daily operations.

6. ADJOURNMENT

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

A roll call vote was performed by the Deputy City Administrator:

Member Hardin	aye
Member Cords	aye
Member Kuzma	aye

Member Riley aye
Member Heineman aye
Member Burandt aye
Chairperson Steffen aye

Motion carried.

The regular meeting of the Economic Development Authority adjourned at 8:54 a.m.

Respectfully submitted,

_____
Sean Sullivan
Economic Development Manager

ATTEST:

_____
Wendy Schlueter
Economic Development Administrative Assistant

Draft by Amanda Staple
TimeSaver Off Site Secretarial, Inc.

ENVIRONMENTAL POLICY BOARD
CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA

On Wednesday, May 20, 2020, the Environmental Policy Board (EPB) conducted a virtual/remote meeting.

Members Present:	Chairperson Michael Valentine Board Member Jane Covart Board Member Michael Hiatt Board Member Jared Little Board Member Laura Moore
Members Absent:	Board Member Reid Bernard Board Member Melissa Fetterley
Also Present:	City Planner Chris Anderson City Council Liaison Jeff Menth

1. CALL TO ORDER

Chairperson Valentine called the meeting to order at 6:30 p.m.

1.01: Receive Disclaimer and Meeting Instructions for Remote Meeting per Minnesota Statutes Chapter 13D.021

City Planner Anderson read a statement related to the COVID-19 pandemic and local state of emergency. In declaring this Local State of Emergency, the City of Ramsey has determined that in person meetings and meetings conducted under Minnesota Statutes Section 13D.02 are not practical or prudent because of the declared health pandemic emergency.

2. CITIZEN INPUT

None.

3. APPROVE AGENDA

Motion by Board Member Covart and seconded by Chairperson Valentine to approve the agenda as submitted.

A roll call vote was performed by the City Planner:

Board Member Moore	aye
Board Member Little	aye
Board Member Covart	aye
Board Member Hiatt	aye
Chairperson Valentine	aye

Motion carried.

4. APPROVE MINUTES

4.01: Approve Meeting Minutes Dated March 16, 2020

Motion by Board Member Covart and seconded by Chairperson Valentine to approve the regular meeting minutes dated March 16, 2020.

A roll call vote was performed by the City Planner:

Board Member Little	aye
Board Member Hiatt	aye
Board Member Covart	aye
Board Member Moore	aye
Chairperson Valentine	aye

Motion carried.

5. POLICY BOARD BUSINESS

5.01: Appoint Chairperson and Vice Chairperson

City Planner Anderson presented the staff report. He stated that annually, each Board and Commission is required to appoint a Chairperson and Vice Chairperson.

Chairperson Valentine opened the floor for nominations.

Motion by Board Member Covart and seconded by Board Member Hiatt to appoint Michael Valentine as Chairperson of the Environmental Policy Board through March, 2021.

Further discussion: Chairperson Valentine confirmed that he would accept the nomination.

A roll call vote was performed by the City Planner:

Board Member Covart	aye
Board Member Little	aye
Board Member Moore	aye
Board Member Hiatt	aye
Chairperson Valentine	aye

Motion carried.

City Planner Anderson opened the floor for nominations for the position of Vice Chairperson.

Motion by Board Member Covart and seconded by Chairperson Valentine to appoint Michael Hiatt as Vice Chairperson of the Environmental Policy Board through March, 2021.

Further discussion: Board Member Hiatt confirmed that he would accept the nomination.

A roll call vote was performed by the City Planner:

Chairperson Valentine	aye
Board Member Little	aye
Board Member Covart	aye
Board Member Moore	aye
Board Member Hiatt	aye
Chairperson Valentine	aye

Motion carried.

5.02: Review Natural Resources Aspects of Hampton Townhomes Preliminary Plat

City Planner Anderson presented the staff report. He stated that the City has received an application for Preliminary Plat review for Hampton Homes, a 26 unit attached townhome project located over three existing parcels (14600, 14544, and 14520 Nowthen Blvd NW) and an outlot. The subject property is located in the R-2 Residential District and allows for a density between four and seven units per acre.

Board Member Moore asked for additional details on the language related to invasive species removal.

City Planner Anderson stated that there was a lot of public comment about preserving as many trees as possible, especially along the western border, and therefore the developer is attempting to save as many trees as possible. He stated that because that boarder strip of trees is outside the development area, there would be no reason to require the developer to go into the wooded area to remove invasive species.

Councilmember Menth asked if the request meets all the requirements.

City Planner Anderson stated that related to density transitioning on the northern boundary, staff believes that at least two evergreen trees should be added in addition to the evergreen shrubbery.

Motion by Board Member Covart and seconded by Board Member Little to recommend approval of the Landscape and Tree Inventory and Preservation Plans contingent upon compliance with Staff's review letter.

A roll call vote was performed by the City Planner:

Board Member Little	aye
Board Member Covart	aye
Board Member Hiatt	aye
Board Member Moore	aye
Chairperson Valentine	aye

Motion carried.

5.03: Review Natural Resource Aspects of Garden View Villas Revised Sketch Plan

City Planner Anderson read aloud email comments that staff received from a nearby property owner related to this proposed project.

City Planner Anderson presented the staff report. He stated that the City has received an application for a Revised Sketch Plan for Garden View Villas, located generally north of 147th Avenue, east of Center Street and west of Rhinestone Street. The project has been revised to include a total of 17 detached villas, all gaining access from 147th Avenue NW. The subject property is located in the R-2 Residential (Detached Villa) District and allows for a density between four and seven units per acre. Normally a sketch plan submittal does not include detailed information such as a Landscape Plan, Tree Inventory and Preservation Plan, Grading Plan, however, it was included with this application, which allows the EPB to proceed with review earlier in the process than normal.

Board Member Little stated that as a former landscaper it would look better to put the developer in charge of the initial landscaping rather than the builders to ensure a more consistent plan.

Chairperson Valentine echoed the comments of Board Member Little in preferring the developer to handle the initial landscaping to ensure continuity.

Motion by Board Member Covart and seconded by Board Member Little to recommend approval of the Landscaping and Tree Preservation Plans contingent upon compliance with the staff review letter.

A roll call vote was performed by the City Planner:

Board Member Little	aye
Board Member Moore	aye
Chairperson Valentine	aye
Board Member Hiatt	aye
Board Member Covart	aye

Motion carried.

5.04: Review Natural Resources Aspects of Cobblestone Hotel Site Plan

City Planner Anderson presented the staff report. He stated that the City has received an application for Site Plan review for a proposed hotel development to be located between Sunwood Drive and Veterans Drive, directly west of and adjacent to New Horizon Academy. Included with the submittal is a Landscape Plan. The site is devoid of any significant trees and therefore, a Tree Inventory and Preservation Plan is not required. Furthermore, there are no wetlands or floodplains on the subject property either, so this review will focus only on the Landscape Plan.

Board Member Little referenced the planting islands proposed and asked if City Code requires a minimize size for those islands.

City Planner Anderson replied that in other zoning districts the minimum size is 162 square feet, but The COR district has its own set of standards and does not include a minimum size. He noted that a recommendation could be made to ensure that the islands be large enough to ensure adequate soil volume for plantings.

Board Member Moore stated that from the map, it appears that there is not a lot of opportunity for planting trees and greenery. She asked if there would be a way that the business could implement other measures to make the building green in return for less plantings required.

City Planner Anderson stated that there is always room for discussion. He stated that there is flexibility in landscaping requirements within The COR, noting that the focus was on the public street side of the building and not the internal plantings. He stated that he is not one to require plantings in areas where they would not survive but noted that there would appear to be room for plantings along Veterans Drive. He stated that perhaps three to six trees could act as boulevard trees along Veterans Drive. He stated that staff will have that conversation with the development group related to increasing landscaping on the Veterans Drive side of the property.

Chairperson Valentine stated that he would support that conversation to encourage the developer to include additional trees.

Board Member Little stated that he is hesitant to see trees planted in the landscaping islands because it is not the best environment to support a tree.

City Planner Anderson thanked Board Member Little for his input, noting that he does not like to set trees up for failure. He noted that if the tree can be healthy in that environment, there is an added benefit aesthetically and from a shade standpoint. He agreed that shrubs and perennials tend to exist better in those parking lot islands.

Board Member Hiatt agreed that if there are ways the builder could be creative in the building materials that could be a good trade off, rather than requiring trees to be planted where they may not be successful. He asked if there are any buildings in The COR designated as LEED Certified, noting that perhaps this could be an opportunity.

City Planner Anderson replied that the VA clinic is LEED Certified. He stated that LEED Certification is fairly expensive, and some people instead choose to incorporate some of the LEED elements without becoming certified. He stated that the Allina Clinic is not LEED certified but has incorporated some of those elements in the building.

Board Member Hiatt stated that he would support staff suggesting that the developer incorporate LEED elements, if possible.

Motion by Board Member Hiatt and seconded by Board Member Covart to recommend approval of the Landscape Plan contingent upon compliance with the staff review letter and directing staff and the developer to explore any potential green or LEED elements that may potentially be incorporated into the building.

A roll call vote was performed by the City Planner:

Board Member Covart	aye
Board Member Moore	aye
Board Member Hiatt	aye
Board Member Little	aye
Chairperson Valentine	aye

Motion carried.

6. BOARD / STAFF INPUT

- **Update on Recycling Contract**

City Planner Anderson reported that the City Council considered this topic in worksession on May 12th and provided staff with direction to initiate contract negotiations with ACE. He noted that the results of the negotiation will go back before the City Council for consideration.

- **Other**

Chairperson Valentine invited the newest member to introduce himself.

Board Member Little provided background information on himself, career experience, and experience with the community.

Councilmember Menth thanked Board Member Little for showing interest in joining the team.

7. ADJOURNMENT

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

A roll call vote was performed by the City Planner:

Chairperson Valentine	aye
Board Member Hiatt	aye
Board Member Moore	aye
Board Member Covart	aye
Board Member Little	aye

Motion carried.

The meeting adjourned at 7:42 p.m.

Respectfully submitted,

_____

Chris Anderson
City Planner

ATTEST:

_____

JoAnn Shaw
Community Development Secretary

Drafted by Amanda Staple
TimeSaver Off Site Secretarial, Inc.

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

The Ramsey Park and Recreation Commission conducted a regular meeting on May 21, 2020, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Commission Members Present:	Chair Shane Bennett Vice Chair Brandon Sis Commissioner Nathan Barten (arrived at 6:40 p.m.) Commissioner Russell Bayer Commissioner Matthew Guck Commissioner Jennifer Leistico Commissioner Justin Loss
Commission Members Absent:	None
Also Present:	City Council Liaison Nadine Heinrich Deputy City Administrator Tim Gladhill Parks & Assistant Public Works Superintendent Mark Riverblood Recreation Specialist Abby Proulx

1. CALL TO ORDER

Chair Bennett called the Park and Recreation Commission meeting to order at 6:32 p.m.

Deputy City Administrator Gladhill read a statement related to the COVID-19 pandemic and local state of emergency. In declaring this Local State of Emergency, the City of Ramsey has determined that in person meetings and meetings conducted under Minnesota Statutes Section 13D.02 are not practical or prudent because of the declared health pandemic emergency.

2. CITIZEN INPUT

None.

3. APPROVE AGENDA

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

A roll call vote was performed by the Deputy City Administrator:

Commissioner Guck aye

Commissioner Leistico	aye
Commissioner Loss	aye
Commissioner Bayer	aye
Commissioner Sis	aye
Chair Bennett	aye

Motion carried.

4. APPROVE MINUTES

4.01: Approve Park and Recreation Commission Meeting Minutes

Motion by Commissioner Leistico, seconded by Commissioner Bayer, to approve the following Park and Recreation Commission Regular Meeting Minutes:

- Park and Recreation Commission Meeting Minutes dated March 12, 2020

A roll call vote was performed by the Deputy City Administrator:

Commissioner Leistico	aye
Commissioner Bayer	aye
Commissioner Loss	aye
Commissioner Guck	aye
Commissioner Sis	abstain
Chair Bennett	aye

Motion carried.

5. COMMISSION BUSINESS

5.01: Consider Park and Trail Concepts Related to Trott Brook North, a Sketch Proposal

Parks & Assistant Public Works Superintendent Riverblood presented a sketch proposal for a 200-acre residential subdivision, noting that the purpose is to identify high level concerns and gather input to help develop the plans. He stated that sketch plan proposal should be consistent with the Comprehensive Plan and identify the trail connections, both to the adjacent neighborhoods and overall larger City trail plan. He identified the subject parcel and adjacent uses, noting that the Hunt property is connected to the north and also is being considered for development. He identified the different Recreation Districts within the City, noting that a community park has been identified to be constructed within this area. He displayed the sketch plan, providing details specific to the park and trail proposals. He stated that the developer is willing to work with the City for reuse of some of the existing barn/farm buildings within the parks system, perhaps as public/private endeavor. He asked for input from the Commission related to the park and trail elements included thus far in the sketch plan.

Commissioner Sis stated that a significant portion of the area slated for park dedication is generally unusable land in terms of development, due to the overhead powerlines and wetlands, and

recommended that those areas not available for development should not be counted towards Park Dedication.

Parks & Assistant Public Works Superintendent Riverblood stated that if the consensus of the Commission would be to support that recommendation, staff can use that direction in the conversations with the development team. He provided details on the overhead power line, which is a prominent feature in the landscape. He confirmed that homes could not be built in that area and advised that sports fields may be the highest and best use for that area under the power lines. He stated that there are other areas where the park could be located but noted that this park location is close to the bridge crossing and would also align with the location of the barn buildings.

Commissioner Loss asked the location of the barn buildings.

Parks & Assistant Public Works Superintendent Riverblood clarified that the barn buildings are marked with the star on the sketch plan.

Commissioner Sis asked if a play structure could be located under the power lines or whether that structure would be located in another area.

Parks & Assistant Public Works Superintendent Riverblood confirmed that a play structure would be warranted in this park.

Commissioner Leistico asked if the size of the park is adequate for the desire of the City.

Parks & Assistant Public Works Superintendent Riverblood replied that within the case there is discussion of a community park, which is generally described as 40 acres and would provide for athletic field space. He reviewed the different parks within the City that have athletic fields, or space for the fields, noting that perhaps this park size would be adequate for that use. He believed that the barn buildings would help to add the destination element desired for a community park.

Commissioner Sis referenced the Hunt property and asked if there would be a proposed connection to that development.

Parks & Assistant Public Works Superintendent Riverblood replied that the City would require a trail to be constructed along 175th and along Nowthen Boulevard to provide the connection to the existing trail. He noted that sidewalks would also be required in order to provide connectivity.

Chair Bennett stated that he loves the concept of attempting to maintain the farm character and reuse of the barn buildings. He asked if the buildings would be left where they exist and whether the park would be reconfigured to be near the buildings.

Parks & Assistant Public Works Superintendent Riverblood replied that it would be difficult to move the buildings and it would also be very expensive. He stated that it would also be expensive to demolish the buildings and perhaps that is the incentive for the buildings to be improved. He noted that the silo could not be moved. He stated that the desire would be to reuse the buildings in their current location.

Deputy City Administrator Gladhill stated that the planning team is going to attempt to work with the developer to make the area near the buildings the park space, along with the sports fields. He stated that the developer has been very receptive and believed that there is a way to include the historical barn buildings and sports fields.

Chair Bennett stated that he agrees that seems like a great approach and was happy to hear that the developer is open to that idea. He stated that would also address the concerns related to the size and limited use identified by Commissioner Sis.

Councilmember Heinrich asked if the developer's Park Dedication fee would cover the cost to improve the barn buildings.

Parks & Assistant Public Works Superintendent Riverblood stated that any reuse of the building would be expensive and noted that staff would look at the model created by other park organizations. He commented that the HOA could be a logical partner. He stated that projected uses and responsibilities for maintenance and terms of use would be identified. He stated that if the buildings and agreement for public use could be secured, the improvements could be considered on more of a longer-term phased approach. He stated that there is a lot of opportunity that could still be reviewed and stated that staff is simply asking for direction on whether to pursue the reuse of the barn buildings, noting that the reuse would not be covered solely by this development through its Park Dedication obligations, but with funding in the future that could be generated by additional developments in this area of the City.

Commissioner Bayer commented that this would be a smaller park than the traditional 40-acre plot. He commented that this area of Ramsey does need a park and asked if something could be added that would be unique to the site.

Parks & Assistant Public Works Superintendent Riverblood replied that the barn buildings and programming that could occur would make the site unique. He commented that this is an opportunity that speaks to the heritage of Ramsey.

Commissioner Bayer stated that having the barn buildings would help to meet everyone's needs by retaining the character and providing a building that could still be used by the public. He agreed that having the barn buildings would be an amenity.

Parks & Assistant Public Works Superintendent Riverblood replied that there may be historical preservation funds and other sources that could be obtained to help rehab the buildings.

Commissioner Guck commented that he spends a lot of time in the Carver Park and agrees that the barn buildings would be an asset to the community. He stated that the aesthetic creates the value of the park and commented that the historic buildings do provide intangible value.

Councilmember Heinrich asked if pursuing State preservation grant funds for this use would compete with an application for the old town hall site.

Parks & Assistant Public Works Superintendent Riverblood stated that certainly there is opportunity to receive funding for different projects in the same community. He noted that the

Council could prioritize the funding opportunities. He stated that there may be additional funding opportunities that may be available for historical agricultural uses.

Chair Bennett stated that he is gathering consensus from the Commission to continue exploring the options to pull the barn buildings into the mix and how that could potentially impact the ask of the developer.

Parks & Assistant Public Works Superintendent Riverblood asked if there is consensus of the Commission that the land under the power lines and the wetlands should not be fully counted towards park dedication.

Brian Walker, resident, asked what the need is for more parks and fields in Ramsey.

Chair Bennett noted that the park needs within the community were reviewed in the beginning of the meeting.

Parks & Assistant Public Works Superintendent Riverblood stated that he could share the information with Mr. Walker following the meeting. He noted that there is a need for a park in this area of Ramsey and the connections that this development would provide would be valuable in terms of connectivity.

Chair Bennett agreed that there has been feedback from the community that a park is wanted in that area of Ramsey. He stated that the area marked for sports fields could also be used as greenspace within the park.

Deputy City Administrator Gladhill explained that new development pays a Park Dedication fee which covers the development of parks within Ramsey. He stated that parks arise through planning for smart development and working with developers to craft a better product.

Motion by Commissioner Sis, seconded by Commissioner Loss, to direct staff to continue exploring the park and trail issues, preservation of current buildings, siting as discussed by the Commission and that the power lines be considered as a lesser value related to Park Dedication.

A roll call vote was performed by the Deputy City Administrator:

Commissioner Barten	aye
Commissioner Bayer	aye
Commissioner Guck	aye
Commissioner Leistico	aye
Commissioner Loss	aye
Commissioner Sis	aye
Chair Bennett	aye

Motion carried.

5.02: Consider Revising Ramsey's Central Park Name

Parks & Assistant Public Works Superintendent Riverblood stated that there has been considerable discussion over the years relative to naming public facilities, culminating in the Park and Recreation Commission recommending a naming policy to City Council at the regular February meeting in 2020. The draft Resolution and Naming Policy has not yet been considered formally by the City Council. Concurrent with the discussions in 2019 and into 2020, a proposal was submitted by Ramsey resident Ron Schara to rename Central Park to honor and recognize long-time resident and internally renown Loral I Armstrong Delaney. Staff supports the revised name for the 36-year-old park.

Chair Bennett stated that this would be an opportunity that could set precedent. He stated that his personal goal would not be to change names across the City but liked the idea by staff to enhance the Central Park which strikes a balance.

Commissioner Sis agreed with Chair Bennett that the hybrid name would be a good option to pay tribute the resident and also maintain the Central Park name. He stated that this would clear up confusion between Central Park and Rum River Central Park as well. He asked for details on the cost and logistics in changing the name.

Parks & Assistant Public Works Superintendent Riverblood replied that the cost has not yet been investigated. He noted that the name could be added to the existing monument. He noted that staff would look into the costs associated prior to bringing this to City Council. He noted that he park was originally donated by Federal Cartridge and naming the park after Loral I Armstrong Delaney, who is recognized for trap shooting, could be an opportunity to bring in Federal Cartridge to assist with the renaming costs.

Councilmember Heinrich asked staff to share some of the discussion the Council had when Ron Schara made the proposal to the City Council.

Parks & Assistant Public Works Superintendent Riverblood provided a summary of the discussion that took place when Ron Schara made his proposal to the City Council, noting that the Council seemed to support the renaming of the park.

Councilmember Heinrich stated that she appreciates the concept proposal drafted by staff that would enhance the existing Central Park sign and name.

Chair Bennett agreed that he likes the Central Park sign and commented that this could be a way to enhance the park and the signage.

Commissioner Leistico stated that she likes the ties ins with Armstrong Boulevard and the historic ties to the community.

Commissioner Guck stated that he moved to Ramsey four years ago and has heard a lot about Loral I Armstrong Delaney, noting that he has received many positive comments from residents.

Motion by Commissioner Bayer, seconded by Commissioner Sis, to recommend to City Council revising the name of the existing Central Park to be known as Loral I Armstrong Delaney Central Park.

A roll call vote was performed by the Deputy City Administrator:

Commissioner Barten	aye
Commissioner Bayer	aye
Commissioner Guck	aye
Commissioner Leistico	aye
Commissioner Loss	aye
Commissioner Sis	aye
Chair Bennett	aye

Motion carried.

6. COMMISSION/STAFF INPUT

Recreation Specialist Proulx provided an update on the recent May Day Basket Hunt. She reviewed some of the opportunities that staff is reviewing including a drive-in movie, an instructional painting activity that could be completed via Zoom, and other adapted activities. She stated that there were some canceled events that staff is attempting to reschedule in another manner. She reviewed some of the updates that were recently made to the City website to make it more user friendly.

Commissioner Sis commended staff for the May Day event.

Councilmember Heinrich commented that the May Day event was a great low-cost example of programming the City can offer to residents to get them out into the parks. She stated that many families are looking for budget friendly opportunities to get them outside. She commended Northgate Church for the storybook walk they did earlier this spring to help get families outside while remaining socially distanced. She asked if staff could make a blurb on social media to highlight the website updates. She also recommended the idea of a park passport.

Recreation Specialist Proulx confirmed that she could work to create a social media blurb. She stated that staff can look into a parks passport but noted that it would need to be adapted as Ramsey does not have a main recreation center.

Parks & Assistant Public Works Superintendent Riverblood commented that some of this programming attempts to bring residents into parks they may not have explored before. He stated that the bingo game would be a great opportunity to do that and help residents discover new things in the community. He stated that staff is excited about the possibility of the drive-in movie, which could introduce that opportunity to a new generation.

Commissioner Loss asked for details on the drive-in movie, noting that classic car owners may see that as an opportunity.

Parks & Assistant Public Works Superintendent Riverblood replied that staff talked about reserving the front rows to showcase older vehicles and provided details on the proposed location for the event. He noted that the audio would be transmitted through FM radio so that each vehicle could adjust the audio to their liking. He stated that they are also reviewing options for no contact food vending. He stated that the City Council will be reviewing City events at its work session meeting on May 26th, to determine if events could move forward with social distancing. He provided an update on a park improvement project currently under construction. He stated that there is also a request being made by Anoka County to consolidate Rum River North Regional Park with Rum River South Regional Park, noting that the City Council provided a resolution of support.

Commissioner Loss stated that he took his children to Ford Brook Park and received positive input from the other two families at the park.

Councilmember Heinrich commended staff for their work in bringing the park to fruition as that was a desire for residents. She commended staff for thinking outside the box and getting the project completed under budget.

7. ADJOURNMENT

Motion by Commissioner Sis, seconded by Commissioner Leistico, to adjourn the meeting.

A roll call vote was performed by the Deputy City Administrator:

Commissioner Barten	aye
Commissioner Bayer	aye
Commissioner Guck	aye
Commissioner Leistico	aye
Commissioner Loss	aye
Commissioner Sis	aye
Chair Bennett	aye

Motion carried.

The Park and Recreation Commission meeting adjourned at 7:57 p.m.

Respectfully submitted,

_____

Mark Riverblood
Parks & Assistant Public Works Superintendent

Drafted by Amanda Staple
TimeSaver Off Site Secretarial, Inc.

CC Regular Session **5. 4.**

Meeting Date: 06/23/2020

By: Katie Schmidt, Administrative Services

Information

Title

Approve the Following Meeting Minutes:

1. City Council Work Session dated 6/9/2020
2. City Council Regular Session dated 6/9/2020

Purpose/Background:

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

Background: Attached are the meeting minutes referenced above.

Recommendation:

Approve the meeting minutes.

Action:

Motion to approve the following Council meeting minutes:

1. City Council Work Session dated 6/9/2020
2. City Council Regular Session dated 6/9/2020

Attachments

6-9-2020 CCWS Minutes

6-9-2020 CC Minutes

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	06/18/2020 04:29 PM
Form Started By: Katie Schmidt		Started On: 06/18/2020 12:46 PM
Final Approval Date: 06/18/2020		

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

The Ramsey City Council conducted a City Council Work Session on Tuesday, June 9, 2020, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota. Meeting by telephone or other electronic means in accordance with Minnesota Statute 13D.021.

Members Present: Mayor John LeTourneau
Councilmember Nadine Heinrich
Councilmember Mark Kuzma
Councilmember Jeff Menth (attended remotely)
Councilmember Debra Musgrove
Councilmember Chris Riley
Councilmember Dan Specht

Also Present: City Administrator Kurtis Ulrich
Finance Director Diana Lund
Deputy City Administrator Timothy Gladhill
Police Chief Jeff Katers
Fire Chief Matt Kohner
Public Works Superintendent Grant Riemer
Parks and Assistant Public Works Superintendent Mark Riverblood (attended remotely)
Administrative Services Director Colleen Lasher (attended remotely)
Communications and Events Coordinator Megan Thorstad (attended remotely)
City Engineer Bruce Westby (attended remotely)

1. CALL TO ORDER

Mayor LeTourneau called the City Council Work Session to order at 5:30 p.m.

City Administrator Kurt Ulrich stated during the course of the current health pandemic, in-person meetings and meetings conducted under Minnesota Statutes Section 13D.02 have been determined not to be practical or prudent. With the lifting of the local state of emergency and the current statewide guidelines, Council Members, staff and participants may attend either in-person or through telephonic means. All Council members can hear one another and can hear all discussion. Council members, staff, and audience members are requested to maintain a minimum distance of 6 feet per health guidelines.

2. TOPICS FOR DISCUSSION

2.01: Pavement Management Program Discussion: Franchise Fee and Property Tax Funding

Finance Director Diana Lund reviewed the staff report.

Finance Director Lund stated in 2014, the Ramsey City Council adopted a Pavement Management Program that relied on assessments and an annual property tax levy to support the effort. It was concluded that this method was the best approach at the time and that the funding program would be re-evaluated after five years. The City Council held a work session on May 12, 2020 to discuss Pavement Management Plan funding options and to determine a preferred option to fund road repair and maintenance over the next five years. The consensus of the City Council at that work session was that staff should focus on the franchise fee option, but that they would also like to see the effect if the roads were funded 100% via the tax levy.

Finance Director Lund reviewed the proposed franchise fee ordinances, impacts, and timeframe required for implementation of a franchise fee. Road funding options discussed included 100% property tax, property tax & franchise fee and full franchise fee.

Mayor LeTourneau commented on the importance of having a sustainable program that can be used to maintain the road system. He believed that the seven-dollar option would be the best fit and that the tax levy option could be easily cut in the future which would place the City back in the same situation.

Councilmember Musgrove referenced the administrative costs that were factored in at ten percent.

Finance Director Lund stated that the administrative costs were estimated at five to ten percent and therefore 10 percent was used.

Councilmember Musgrove asked to discuss the rebate.

Finance Director Lund provided background information on the rebate element, which would be factored into the five-year plan.

Councilmember Musgrove commented that she did not support the rebate. She stated that people will have to understand that the City is changing the program but will not receive a rebate for the assessments they have paid.

Councilmember Riley commented that during the last five years, some property owners have been charged thousands of dollars. He noted that those property owners were allowed to spread that assessment across five to ten years, therefore those people are still paying that assessment and should not be made to pay the franchise fee during this five-year period.

Councilmember Musgrove noted that those people also had their road improved and enjoyed that improvement.

Councilmember Heinrich stated that the Council has been split for the past year on whether franchise fees or the use of the levy would be preferred for road financing. She commented that the discussion seems to be going nowhere and it is frustrating. She suggested taking the vote on

whether there would be support for franchise fees and the rebates and wrapping up the topic. She commented that it seems that the comments are becoming negative and the discussion is not helpful.

Mayor LeTourneau commented that difficult decisions sometimes lead to difficult discussions but believed that the conversation was open and respectful.

Councilmember Riley commented that there is not a perfect answer. He commented that the difference that would be charged for taxes (using the levy method) versus the franchise fee would be less than nine dollars per month for 98 percent of households.

Councilmember Specht asked if all the road funding would be included in the franchise fees, such as cracksealing and maintenance.

Finance Director Lund commented that the franchise fee amount would then need to be increased to support the sealcoating and maintenance. She noted that if the franchise fee were set at $8 to $10, Ramsey would stick out as the highest one and there would be more pushback from the utility companies.

Councilmember Musgrove asked for input from City staff as to whether they would like it to continue in its existing manner of funding or to be included in the franchise fee.

City Engineer Westby commented that he did not have a preference.

City Administrator Ulrich commented that cracksealing is an annual maintenance activity whereas the intent of the franchise fee would be to support long-term maintenance/repair of the roads.

Mayor LeTourneau commented that there has been good discussion tonight and would like to gather consensus

Councilmember Heinrich stated that she would not support a franchise fee.

It was the consensus of the Council that a $7 franchise fee would be used as the sole funding source for roads.

City Administrator Ulrich summarized the franchise fee consensus that was reached through the discussion tonight for the potential five-year program.

Finance Director Lund stated that if the schedule outlined is followed, the franchise fee could begin on October 1, 2020. She asked if that is the schedule the Council would like to follow or whether that should begin January 1, 2021.

Councilmember Musgrove stated that she would prefer January 1st as that would be the most simple.

Mayor LeTourneau stated that he can appreciate that, but acknowledged that starting collection in October would accumulate the funds sooner.

Councilmember Heinrich stated that she will not provide input on the date as she does not support franchise fees.

Councilmember Musgrove stated that while she does not support the franchise fee, she would want the language to be as clear as possible. She asked if a clause could be added related to yearly reviews of the amounts collected, used and remaining as a balance.

Mayor LeTourneau confirmed that information would be available for review at any time but agreed that language could be included.

Councilmember Specht stated that he did not have a preference on a start date.

Councilmember Kuzma commented that the sooner it starts, the sooner roads can be fixed.

Councilmember Menth agreed that collection should begin in October so that roads can be repaired sooner.

Mayor LeTourneau confirmed the consensus to begin collection in October.

Councilmember Riley asked for input related to rebates and noted that perhaps staff should bring back a few options for the Council to review.

Finance Director Lund provided the situation where someone paid the full assessment but moved out of the home and asked whether the rebate would stay with the property.

Councilmember Riley stated that he would fall under that scenario, so he did not want to provide input.

Councilmember Kuzma stated that he would prefer for the rebate to stay with the homeowner.

Mayor LeTourneau agreed that the new homeowner should not receive the rebate. He confirmed the consensus of the Council with that decision.

Councilmember Heinrich stated that she does not agree with a rebate being offered as the assessment program was the road financing option for those five years.

2.02: Continue Discussion Regarding City Events and Staffing

No comments made.

2.03: City of Ramsey Adopt-A-Flag Program Update

No comments made.

2.04: Discussion Regarding the Remote Attendance Policy

No comments made.

3. TOPICS FOR FUTURE DISCUSSION

3.01: Review Future Topics/ Calendar

Noted.

4. MAYOR / COUNCIL / STAFF INPUT

None.

5. ADJOURNMENT

The Work Session of the City Council was adjourned at 6:52 p.m.

Respectfully submitted,

_____
Kurtis G. Ulrich
City Administrator

ATTEST:

_____
Katie M. Schmidt
Administrative Assistant

Drafted by Amanda Staple
TimeSaver Off Site Secretarial, Inc.

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CITY COUNCIL
CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA

The Ramsey City Council conducted a regular meeting on Tuesday, June 9, 2020, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota. Meeting by telephone or other electronic means in accordance with Minnesota Statute 13D.021.

Members Present: Mayor John LeTourneau
Councilmember Nadine Heinrich
Councilmember Mark Kuzma
Councilmember Jeff Menth (attended remotely)
Councilmember Debra Musgrove
Councilmember Chris Riley
Councilmember Dan Specht

Members Absent: None

Also Present: City Administrator Kurtis Ulrich
Finance Director Diana Lund
Police Chief Jeff Katers
Parks and Assistant Public Works Superintendent Mark Riverblood
Deputy City Administrator Timothy Gladhill
City Engineer Bruce Westby

1. CALL TO ORDER

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

City Administrator Ulrich read a statement related to current pandemic. During the course of the current health pandemic, in-person meetings and meetings conducted under Minnesota Statutes Section 13D.02 have been determined not to be practical or prudent. With the lifting of the local state of emergency and the current statewide guidelines, Council Members, staff and participants may attend either in-person or through telephonic means. All Council members can hear one another and can hear all discussion. All votes will be conducted by roll call. Council members, staff, and audience members are requested to maintain a minimum distance of 6 feet per health guidelines.

2. PRESENTATION

None.

3. CITIZEN INPUT

None.

4. APPROVE AGENDA

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

A roll call vote was performed by the City Administrator:

Councilmember Heinrich	aye
Councilmember Kuzma	aye
Councilmember Specht	aye
Councilmember Musgrove	aye
Councilmember Menth	aye
Councilmember Riley	aye
Mayor LeTourneau	aye

Motion carried.

5. CONSENT AGENDA

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

5.01: Receive April 2020 Financial Reports – General Fund and Enterprise Funds
5.02: Receive Cash and Investments for Period Ending May 31, 2020
5.03: Note for the Following Boards, Commissions, and Committee Meeting Minutes:
- Planning Commission Meeting Minutes dated March 5, 2020
- Planning Commission Meeting Minutes dated April 2, 2020
- Economic Development Authority Meeting Minutes dated March 12, 2020
- Economic Development Authority Meeting Minutes dated April 7, 2020
- Economic Development Authority Meeting Minutes dated April 23, 2020
- Park and Recreation Commission Meeting Minutes dated March 12, 2020
- Environmental Policy Board Meeting Minutes dated March 16, 2020

5.04: Approve the following Meeting Minutes:
1) City Council Work Session dated May 26, 2020
2) City Council Regular dated May 26, 2020

5.05: Approve Anoka County License Center Lease Extension
5.06: Adopt Resolution #20-118 Approving Cash Disbursements Made and Authorizing Payment Invoicing Received During the Period of May 21, 2020 through June 3, 2020
5.07: Adopt Resolution #20-100 Approving Second Amendment to Purchase Agreement for Lots 1, 2, and 3, Block 1, COR TWO; Case of RGH Ramsey LLC
5.08: Adopt Resolution #20-119 Approving a Non-Traditional Animal License at 4925 179th Lane NW (Project No. 20-109); Case of Matthew and Sarah Chamberlain
5.09: Adopt Resolution #20-125 Authorizing Local Partnership Program Grant Application for Riverdale Drive Extension – Llama Street to Bowers Drive, Improvement Project #20-05

5.10: Adopt Resolution #20-117 Hiring Seasonal Public Works Maintenance Workers

A roll call vote was performed by the City Administrator:

Councilmember Heinrich	aye
Councilmember Kuzma	aye
Councilmember Specht	aye
Councilmember Musgrove	aye
Councilmember Menth	aye
Councilmember Riley	aye
Mayor LeTourneau	aye

Motion carried.

6. PUBLIC HEARING

6.01: Public Hearing: Adopt Resolution #20-119 Giving Host Approval to the Issuance of Senior Housing Revenue Bonds (Suite Living Senior Care of Ramsey Project), Series 2020

Presentation

Finance Director Lund reviewed the staff report and recommendation to adopt Resolution #20-119. The City has no tax obligation or transaction costs in regard to the issuance of this debt.

Public Hearing

Mayor LeTourneau called the public hearing to order at 7:09 p.m.

Citizen Input

There was none.

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

A roll call vote was performed by the City Administrator:

Councilmember Heinrich	aye
Councilmember Kuzma	aye
Councilmember Specht	aye
Councilmember Musgrove	aye
Councilmember Menth	aye
Councilmember Riley	aye
Mayor LeTourneau	aye

Motion carried.

The public hearing was closed at 7:10 p.m.

Council Business

Councilmember Heinrich asked why the City of Falcon Heights would be issuing the revenue bonds.

Finance Director Lund stated that the company approached Falcon Heights and chose not to go with Ramsey because it would have pushed Ramsey over the limit and therefore they would have had to pay the difference.

Councilmember Musgrove asked if the City could be held liable.

Finance Director Lund replied that the City would not be held liable for anything.

Motion by Councilmember Kuzma, seconded by Councilmember Riley, to Adopt Resolution #20-119 Giving Host Approval to the Issuance of Senior Housing Revenue Bonds (Suite Living Senior Care of Ramsey Project) Series 2020.

A roll call vote was performed by the City Administrator:

Councilmember Heinrich	aye
Councilmember Kuzma	aye
Councilmember Specht	aye
Councilmember Musgrove	aye
Councilmember Menth	aye
Councilmember Riley	aye
Mayor LeTourneau	aye

Motion carried.

6.02: Public Hearing: Introduce Ordinance #20-14 Vacating Drainage and Utility Easements and Adopt Resolution #20-122 Approving Final Plat and Associated Subdivisions (Case of Capstone Homes and City of Ramsey); Project #19-149

Presentation

Deputy City Administrator Gladhill reviewed the staff report and recommendation to adopt the final plat and introduce the vacation of drainage and utility easements related to the Puma Street realignment project.

Public Hearing

Mayor LeTourneau called the public hearing to order at 7:16 p.m.

Citizen Input

There was none.

Motion by Councilmember Musgrove, seconded by Councilmember Heinrich, to close the public hearing.

A roll call vote was performed by the City Administrator:

Councilmember Heinrich	aye
Councilmember Kuzma	aye
Councilmember Specht	aye
Councilmember Musgrove	aye
Councilmember Menth	aye
Councilmember Riley	aye
Mayor LeTourneau	aye

Motion carried.

The public hearing was closed at 7:17 p.m.

Council Business

Councilmember Musgrove stated that the staff report states that the applicant would be responsible for all costs and asked if that would be one applicant or the three previously discussed.

Deputy City Administrator Gladhill stated that because this is for the plat, the cost of processing the application is the responsibility of that applicant. He noted that the construction cost of Puma Street would be completed per the cost-share agreement discussed in the past and includes the City, Paxmar, and Capstone.

Motion by Councilmember Musgrove, seconded by Councilmember Heinrich, to introduce Ordinance #20-14 Vacating Drainage and Utility Easements and Adopt Resolution #20-122 Approving Parcel Split and Final Plat for Alpha Development 2nd Addition and Puma Street Realignment Project.

A roll call vote was performed by the City Administrator:

Councilmember Heinrich	aye
Councilmember Kuzma	aye
Councilmember Specht	aye
Councilmember Musgrove	aye
Councilmember Menth	aye
Councilmember Riley	aye
Mayor LeTourneau	aye

Motion carried.

7. COUNCIL BUSINESS

7.01: Adopt Resolution #20-120 Establishing a Public Facility Naming Policy

Parks and Assistant Public Works Superintendent Riverblood reviewed the staff report and recommendation to adopt the Public Facility Naming Policy.

Councilmember Musgrove stated that she supports this policy but wants to remove the phrase "recreation and" from the first whereas statement. She noted that is the only place where recreation is named and believed that the policy stands for all of the activities.

Councilmember Riley agreed that would make sense and be consistent with the other whereas statements.

Parks and Assistant Public Works Superintendent Riverblood replied that removing those two words would not detract from the purpose of the resolution/policy.

Motion by Councilmember Musgrove, seconded by Councilmember Riley, to Adopt Resolution #20-120 Establishing a Public Facility Naming Policy, with the removal of "recreation and" from the first paragraph.

A roll call vote was performed by the City Administrator:

Councilmember Heinrich	aye
Councilmember Kuzma	aye
Councilmember Specht	aye
Councilmember Musgrove	aye
Councilmember Menth	aye
Councilmember Riley	aye
Mayor LeTourneau	aye

Motion carried.

7.02: Adopt Resolution #20-121 Amending Ramsey Central Park's Name

Parks and Assistant Public Works Superintendent Riverblood reviewed the staff report and recommendation of the Park and Recreation Commission, together with staff, supporting the amended name for Ramsey's 36-year-old park.

Ron Schara thanked the Council for inviting him tonight and for allowing his idea to get to this point. He stated that this is an exciting decision for the Council as there are not many communities that can say they have an Olympian and one of the top five female trap shooters living one block from Central Park. He stated that he was prompted to bring the idea of improving the Central Park name in order to honor that Ramsey resident. He stated that he asked the Delanys what they

thought about the naming and Mr. Delany was so moved that he could hardly find the words. He thanked the Council for considering this opportunity to recognize this remarkable Ramsey resident. He noted that Mrs. Delany is fighting a battle against cancer at this time.

Councilmember Heinrich expressed appreciation for Mr. Schara bringing this forward as something for the City to consider.

Councilmember Musgrove echoed the comments of thanks, noting that it is great to learn about different Ramsey residents.

Councilmember Riley asked for details on the inclusion of Armstrong.

Mr. Schara replied that the Delanys were provided with several choices for names and that was the name they chose.

Assistant Parks and Public Works Superintendent Riverblood confirmed that was the preference of the Delanys.

Mayor LeTourneau noted that including the Armstrong name adds to the historical significance of that family in the community.

Mr. Schara noted that Mrs. Delany's father was one of the first settlers in Ramsey.

Motion by Councilmember Specht, seconded by Councilmember Musgrove, to Adopt Resolution #20-121 Amending the Name of Ramsey Central Park to Formally be Known as "Loral I Armstrong Delany Central Park".

A roll call vote was performed by the City Administrator:

Councilmember Heinrich	aye
Councilmember Kuzma	aye
Councilmember Specht	aye
Councilmember Musgrove	aye
Councilmember Menth	aye
Councilmember Riley	aye
Mayor LeTourneau	aye

Motion carried.

City Administrator Ulrich noted that there will be a dedication event once the new signage is installed and will involve the Delanys.

7.03: Adopt Resolution #20-123 Approving Addendum to Lease with Youth First Community of Promise

Deputy City Administrator Gladhill reviewed the staff report and the request from Youth First to use the west 4,820 square feet of 6701 Highway 10 NW from June 15th until August 31, 2020.

Councilmember Musgrove asked for additional information on how the existing space the group is using is connected to this additional space.

Deputy City Administrator Gladhill stated that originally this was all one office space for a business and that building was purchased by the City for right-of-way purposes. He stated that after the City leased the space, a vestibule was installed that separates the office space. He noted that a person could pass through the vestibule to get to the additional office space without going outside.

Councilmember Musgrove asked if there are restrictions on how the space can be used under COVID-19 regulations.

Deputy City Administrator Gladhill stated that the guidance continues to change from the Governor and therefore a clause was included that the business must comply with the current Executive Orders.

Councilmember Musgrove asked if Youth First has the same kids coming every time or whether it is random as to the children that attend. She asked if only Ramsey residents use the space or whether children from neighboring cities use the space as well.

Mayor LeTourneau asked how the diversity of the participants would inform the decision on the space that can be occupied within the building.

Councilmember Musgrove stated that it would be part of her decision on whether the space could be expanded.

Deputy City Administrator Gladhill replied that the organization serves more than just Ramsey. He stated that the summer program would be composed of about 40 children from the four partner communities.

Councilmember Heinrich asked how many people the existing Youth First space can have in terms of occupation, which would help to inform the 25 percent capacity figure.

Deputy City Administrator Gladhill stated that the language is structured in a way to allow the Code Officials and Public Safety Director to make the determination.

Councilmember Heinrich asked staff to provide details on the utility cost and how that is currently being paid and what is proposed in the case.

Deputy City Administrator Gladhill replied that previously when there was a second tenant, there was one meter and the front utility billing was split at a ratio of 50 percent by the other tenant, 30 percent by Youth First and the remaining 20 percent by the City. He stated that since that time the second tenant has vacated, and the City pays 70 percent of the overall utility bill. He stated that

the proposed lease would have Youth First paying 60 percent and the City paying 40 percent for the utility billing for the office space.

Councilmember Heinrich commented that the City has been extremely generous with this organization. She stated that she supports this program and feels that it is important for the City to work with the organization but prefers that the business cover the utility cost rather than the taxpayer funding that cost.

Councilmember Specht asked if there have been sufficient charitable gambling funds to cover the cost the City contributes due to the impacts of COVID-19.

Deputy City Administrator Gladhill stated that he would assume there would be an impact as restaurants were closed for over two months and therefore pull tabs sales were not generated. He stated that it is too soon to determine the gap in funding. He noted that the organization's annual fundraiser was impacted and held in an alternate manner and therefore may cause the organization to have impacts as well.

Councilmember Riley commented that this is a short-term lease that would help this business get through the summer months. He noted at the City portion of the utilities would be decreased through this agreement. He stated that this is a good program for youth.

Motion by Councilmember Riley, seconded by Councilmember Kuzma, to Adopt Resolution #20-123 Approving Addendum to Lease with Youth First Community of Promise, subject to City Attorney review as to legal form and compliance with applicable Executive Orders in regard to public health.

Further discussion: Councilmember Musgrove stated that she appreciates that there would be oversight from the Fire Department and staff. She commented that it will be helpful to have something for youth to do to return to a more normal life. She appreciated that this is a short-term lease, noting that she would not want to see it extend on a long-term basis. Mayor LeTourneau commented that he is passionate about this as Youth First does amazing work for the community and at-risk children. He stated that this is an easy answer for him as this will help the youth in this difficult time.

A roll call vote was performed by the City Administrator:

Councilmember Heinrich	nay
Councilmember Kuzma	aye
Councilmember Specht	aye
Councilmember Musgrove	aye
Councilmember Menth	aye
Councilmember Riley	aye
Mayor LeTourneau	aye

Motion carried.

7.04: Introduce Ordinance #20-06 Approving Zoning Amendment of Part of Subject Property from R-1 Residential (MUSA) District to R-1 Residential (Detached Villa) District (Project #20-104 Northfork Meadows); Case of AKM Farm, LLC (Paxmar)

Deputy City Administrator Gladhill reviewed the staff report and recommendation to introduce Ordinance #20-06 rezoning portions of the subject property from R-1 Residential (MUSA) District to R-1 Residential (Detached Villa) District previously directed by the City Council in 2019. The proposed rezoning is consistent with the City's future land use guidance for the parcel as shown in the 2040 Comprehensive Plan. The 2040 Comprehensive Plan is currently being reviewed by the Metropolitan Council. Rezoning would be contingent upon final adoption of the 2040 Comprehensive Plan by the City Council.

Councilmember Menth asked for an update on the 80-foot lots and any changes that were made.

Deputy City Administrator Gladhill explained that staff recommends that the Council accept the proposal showing on the screen which puts the 80 foot lots back on the south side of the parcel. He noted that the proposal is consistent with previous Council direction.

Councilmember Heinrich stated that the case mentioned that the 80 foot lots would abut the existing residential lots, based on feedback received from existing residents.

Deputy City Administrator Gladhill confirmed that the properties on the east side and along both sides of Street A would be 80-foot lots.

Mayor LeTourneau noted the transitioning buffering along the eastern edge of the property that was added based on feedback received.

Councilmember Kuzma noted that the developer was also willing to add additional shrubbery and trees into the buffer.

Councilmember Menth asked the width of the roads within the development.

Deputy City Administrator Gladhill stated that the process is not at that level of detail yet but believed that the road width would match the other development within Northfork which has 30-foot-wide roads with parking allowed on one side of the street.

Motion by Councilmember Heinrich, seconded by Councilmember Menth, to Introduce Ordinance #20-06.

Further discussion: Jay Roos, Paxmar, stated that the arrangement of the 80 foot and 65 foot lots were changed from the last review. He confirmed that there would be 80 foot lots along the eastern boundary as well as density transitioning. He reviewed the adjacent uses and noted that they attempted to find the best mix of units to suit those transitions. He stated that the proposal changes the lots along Street A, noting that the previous proposal had 80 foot lots on both sides of the street, but this proposal has 65-foot-wide lots. He advised that the lot depths would not change for those lots along Street A. Councilmember Musgrove asked if the proposed motion would change the L

shaped portion of the parcel to allow for those smaller lots. Deputy City Administrator Gladhill stated that as proposed, the motion would stay with the Comprehensive Plan and consensus of the L shaped 80-foot lot arrangement and not the new proposal recently submitted by the developer. Councilmember Menth agreed that the City should stick with the plan of the L shaped configuration of 80-foot lots. Deputy City Administrator Gladhill confirmed that as stated the motion would support the L shaped configuration of 80-foot lots.

A roll call vote was performed by the City Administrator:

Councilmember Heinrich	aye
Councilmember Kuzma	aye
Councilmember Specht	aye
Councilmember Musgrove	aye
Councilmember Menth	aye
Councilmember Riley	aye
Mayor LeTourneau	aye

Motion carried.

7.05: Adopt Resolution #20-124 Accepting Bids and Awarding Contract for Variolite Street Reconstruction, Improvement Project #20-01

City Engineer Westby reviewed the staff report and recommendation to adopt Resolution #20-124 accepting bids and awarding a construction contract for Variolite Street Reconstruction, Improvement Project #20-01, to Park Construction Company for the total bid in the amount of $2,811,859.49. Awarding Alternate Bid A will provide the greatest level of safety for pedestrians crossing Variolite Street at 161st Avenue and awarding Alternate Bid B will reduce overall project costs by over $42,000 and will reduce the overall construction schedule and impacts to the traveling public.

Councilmember Riley stated that he is glad that this project is about to be approved as the residents along Variolite are much appreciative.

Motion by Councilmember Riley, seconded by Councilmember Kuzma, to Adopt Resolution #20-124 Accepting Bids and Awarding Contract for Variolite Street Reconstruction, Improvement Project #20-01, including both Alternates A and B.

Further discussion: Councilmember Musgrove thanked staff for their work on the case and the inclusion of the two alternates. She agrees that it is great to complete both alternates at the same time because of the time and cost savings.

A roll call vote was performed by the City Administrator:

Councilmember Heinrich	aye
Councilmember Kuzma	aye
Councilmember Specht	aye

Councilmember Musgrove	aye
Councilmember Menth	aye
Councilmember Riley	aye
Mayor LeTourneau	aye

Motion carried.

7.06: Receive Request to Reconsider Greenway Terrace 2nd Addition; Case of Aeon

Deputy City Administrator Gladhill reviewed the staff report and acknowledged that the City Council took two previous actions to allow the Purchase Agreement to expire, staff is seeking policy direction without making a staff recommendation. Staff acknowledges that subsequent discussions pertaining to multifamily housing have occurred at the Council level and is forwarding this request per the appropriate policies. Since a request has been made, staff cannot deny at an administrative level. That being said, there did appear to be some support in moving forward based on recent worksession discussion.

Sarah Harris, Aeon, stated that she understands that the Council spent time discussing this project in a recent worksession. She stated that they are eager to bring more workforce housing to the City of Ramsey. She stated that they have been working on this site for some time, noting that Greenway Terrace phase one anticipated phase two. She explained that the purchase agreement lapsed because they were not able to secure funding. She believed that they would be successful in the funding process this year, noting that funding applications need to be submitted by mid-July and a letter of intent would be necessary in order to submit the application. She stated that they are encouraged by the market in the Ramsey area, noting that phase one received three times the number of applications compared to the number of units and therefore there is demand for this housing product. She stated that because of the lengthy process, if they were awarded funding this year, they would not begin construction until 2022.

Mayor LeTourneau stated that the product is outstanding and there is a need demonstrated based on the number of applications received for phase one. He referenced commercial development that is moving forward or planned for the future. He asked how this could provide housing for the commercial development in Ramsey.

Ms. Harris replied that construction workers, during the time of construction, contribute to the local economy. She stated that the residents of the housing product would also contribute to the local businesses. She noted that a letter of support was included in the staff report from a local restaurant that echoed the comments that both construction and long-term residential traffic would help to support their business.

Councilmember Menth stated that he is a long-term supporter of Aeon, noting that this proposed project would check off several boxes. He noted that this would provide customers for local businesses and the zoning supports this type of product and would provide affordable housing in Ramsey. He stated that he toured phase one and the building is clean and is the type of development Ramsey would want.

Councilmember Kuzma commented that he has been a supporter of the project since the time it was anticipated, noting that phase two was a part of the phase one process. He stated that he supports the project, as he previously has.

Councilmember Riley stated that the Council had a discussion about one month ago and came to the consensus of putting a pause on apartment/high-density development within The COR. He stated that the high density within The COR has out stripped the other development and would like to pause apartment development until retail and restaurant development has caught up.

Mayor LeTourneau asked for clarification on Councilmember Riley's comment, noting that construction would not begin until 2022, which would provide a time for other development to catch up.

Councilmember Riley stated that he would like to see additional retail and restaurant opportunities developed prior to this moving forward.

Mayor LeTourneau stated that he would hope that this could move forward with this step and the Council could hope that other projects could move forward concurrently.

Councilmember Riley stated that he would not support allowing this to move forward now with the intention that a final decision would be made later.

Councilmember Heinrich thanked Aeon for allowing her to tour the property, noting that it is a nice property and a nice product. She stated that her issue is with timing. She noted that she cannot move forward with this right now as she believes that the retail and restaurant development will be delayed because of COVID-19. She hoped that the City and Aeon could work together in the future but did not believe this is the right timing.

Councilmember Musgrove stated that she has concerns with the State being able to provide the funds. She recognized that Aeon stated that they would have more points in the application process but was unsure if the State would have funds available for this purpose.

Ms. Harris replied that the State continues with the same threshold of funds for affordable housing. She provided additional information on the tax credits that are made available by the Federal government, noting that there is a very competitive market for the credits and therefore they are not concerned that the funds would not be available.

Councilmember Musgrove stated that she has concerns that the State may not have the funds available because of the impacts of COVID-19. She stated that the term "residents of Ramsey" was used to describe the applicants of the apartments and asked if the applicants for phase one came from Ramsey or whether they came from outside neighborhoods.

Alan Arthur, Aeon, stated that it would most likely be a mix of both residents from Ramsey and other communities, similar to residents that move into any new housing product in Ramsey. He stated that more than half the jobs in Anoka County are at or slightly above minimum wage, and therefore there is demand for this type of housing.

Mayor LeTourneau stated that he believes that there are residents in Ramsey that like the community and would desire this type of housing product. He noted that this would also provide the opportunity for additional residents outside of Ramsey to come into the community. He stated that this would add to the diversity of the community and help to provide the demand of workforce needed by Ramsey businesses.

Councilmember Musgrove stated that this is something within the Comprehensive Plan but also struggles with this product coming forward at this time.

Mayor LeTourneau stated that Councilmember Musgrove is very aware of the economy and funding at the State level and asked Ms. Harris for additional clarification.

Ms. Harris provided additional information on the funding request through the State. She stated that the funding the State uses for these dollars is a separation bond issuance and is not related to the State's deficit. She stated that the second portion of funding is allocated to the State through the Federal government in the form of tax credits and provided additional details on that process.

Mr. Arthur stated that the Federal government is talking about enhancing these credits because of the stimulus that is provided and the jobs that the program creates. He noted that the State acts as a conduit for the credits.

Councilmember Specht thanked Aeon for the tour of the existing facility. He stated that the Council has discussed this topic on multiple occasions and the consensus was that there has been a mass development of high density housing and that should be paused in order to allow other retail development to catch up.

Mayor LeTourneau stated that it appears that the Council is split and there is not clear consensus on the direction this should move forward.

Councilmember Musgrove asked what would occur if the funds are not received through the application process and the City issues the letter of intent.

Deputy City Administrator Gladhill replied that the letter of intent would not approve the project, as there would be several steps ahead. He stated that he would like additional input from the developer as to what would happen if they were awarded funds and the City chose to go a different direction when the site plan review occurred.

Mr. Arthur stated that the letter of intent does not provide any obligation in whether or not this moves forward. He noted that the letter would allow Aeon to answer the question of whether or not the funds would be available. He stated that he is confident that the preliminary planning related to the build out would result in a high-quality product. He commented that Aeon is a long-term owner and not a developer that sells their building three years after completion. He believed that residents would be proud to live in the building.

Councilmember Musgrove asked for details on the site control mentioned in the staff report.

Deputy City Administrator Gladhill stated that the deadline would be the applications for the funding sources, noting that at minimum the developer would need a letter of intent. He reviewed the steps that would follow if the funding were secured, including a purchase agreement and then site plan. He stated that if the Council desires this to move forward to allow Aeon to apply for the funding, a letter of intent would be needed prior to the July application deadline.

Councilmember Musgrove stated that she would like to see the funding secured prior to the letter of intent being issued but understood the rules of the program.

Mayor LeTourneau clarified that funding cannot be obtained without a letter of intent.

Councilmember Musgrove stated that if she is the deciding vote, she would rather wait and not pursue this action at this time.

Mayor LeTourneau stated that the consensus would then be not to issue a letter of intent to allow Aeon to move forward to determine if funding could be obtained. He stated that he is remorseful that this project could not move forward at this time. He expressed appreciation for all the input provided and noted that he respects everyone's opinion. He also thanked Aeon for their efforts.

8. MAYOR, COUNCIL AND STAFF INPUT

Parks and Assistant Public Works Superintendent Riverblood provided an update on the modified summer events schedule.

City Administrator Ulrich announced upcoming meetings and events.

Councilmember Specht congratulated the graduates of Anoka High School and Pact Charter School. He also commended staff for the interest in the drive-in movie event and ability to provide modified summer events.

Councilmember Musgrove stated that she does have comments on the remote attendance policy and noted that she could provide her comments to staff and suggested that a follow up discussion occur at a worksession.

9. ADJOURNMENT

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

A roll call vote was performed by the City Administrator:

Councilmember Heinrich	aye
Councilmember Kuzma	aye
Councilmember Specht	aye
Councilmember Musgrove	aye
Councilmember Menth	aye

Councilmember Riley aye
Mayor LeTourneau aye

Motion carried.

The regular meeting of the City Council adjourned at 9:14 p.m.

Respectfully submitted,

_____
Kurtis G. Ulrich
City Administrator

ATTEST:

_____
Katie M. Schmidt
Administrative Assistant

Drafted by Amanda Staple
TimeSaver Off Site Secretarial, Inc.

A recording of this meeting is available for viewing online at www.qctv.org <http://www.qctv.org>. Recordings are available for 36 months after the date of the meeting.

CC Regular Session **5. 5.**

Meeting Date: 06/23/2020

By: Colleen Lasher, Administrative Services

Information

Title

Approve the City of Ramsey Employee COVID-19 Preparedness Plan

Purpose/Background:

The purpose of this case is for the City Council to consider approving the City of Ramsey's COVID-19 preparedness plan.

Since the COVID-19 pandemic began, some businesses have been defined "Critical Businesses" based on federal guidance from the Cybersecurity and Infrastructure Security Agency (CISA). These businesses were able to continue operations – with safety protocols in place – due to the essential nature of their work in areas such as healthcare, public safety, food and agriculture, energy, manufacturing, transportation and more.

In the weeks and months since Governor Walz first declared a peacetime emergency and Stay at Home order in Minnesota, we've now seen tens of thousands of businesses begin to safely reopen across our state. Businesses that are reopening are now required to adopt a COVID-19 Preparedness Plan to explain the policies, practices and conditions that the business will take to protect the health and safety of their workers and customers.

Critical Businesses have always been required to follow the same MDH and CDC guidelines and Occupational Safety and Health Administration (OSHA) standards as non-Critical Sector businesses, but they had not previously been required to adopt and implement a COVID-19 Preparedness Plan.

Governor Walz and state leaders have recognized that a more consistent approach across industries and businesses in Minnesota was important – and that workers at Critical Businesses deserve the same clarity about their employers' plans to protect health and safety as those at non-Critical Sector businesses. To ensure that happens, Executive Order 20-74 requires that by June 29, 2020, all businesses – including Critical Businesses – fully adopt and implement a COVID-19 Preparedness Plan.

The City is committed to providing a safe and healthy workplace for all employees. The City's preparedness plan was developed in response to the COVID-19 pandemic. The goal of the plan is to mitigate the potential for transmission of COVID-19 in our workplace.

Employee involvement has been essential in developing and implementing the COVID-19 Preparedness Plan. The City has strongly encouraged open communications between employees and management. All employee feedback has been evaluated and, if feasible, integrated into this plan. Employees have been encouraged to continue to report any suggestions or concerns they have related to being at work and COVID-19.

Our Preparedness Plan follows Centers for Disease Control and Prevention (CDC) and Minnesota Department of Health (MDH) guidelines and federal OSHA standards related to COVID-19 and addresses:
•hygiene and respiratory etiquette;
•engineering and administrative controls for social distancing;
•housekeeping – cleaning, disinfecting and decontamination;
•prompt identification and isolation of sick persons;
•communications and training that will be provided to managers and employees; and
•management and supervision necessary to ensure effective implementation of the plan.

The preparedness plan is attached to this case.

Funding Source:
Not applicable.

Recommendation:
Staff recommends approving the preparedness plan. In addition, staff recommends granting the City Administrator the authority to revise the plan on an as needed basis as circumstances change.

Action:
Motion to approve the City of Ramsey's COVID-19 Preparedness Plan and to grant the City Administrator the authority to revise the plan as circumstances change in the future.

Attachments

PreparednessPlan

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	06/18/2020 03:48 PM
Form Started By: Colleen Lasher		Started On: 06/15/2020 03:50 PM
Final Approval Date: 06/18/2020		

The City of Ramsey COVID-19 Preparedness Plan

The City of Ramsey is committed to providing a safe and healthy workplace for all our employees. To ensure that, we have developed the following Preparedness Plan in response to the COVID-19 pandemic. All employees are responsible for implementing this plan. Our goal is to mitigate the potential for transmission of COVID-19 in our workplace, and that requires full cooperation among employees and management. Only through this cooperative effort can we establish and maintain the safety and health of our employees and workplaces.

Our employees are our most important assets. We are serious about safety and health and keeping our employees working at the City of Ramsey. Employee involvement is essential in developing and implementing a successful COVID-19 Preparedness Plan. We have involved our employees in this process by responding to concerns raised by staff and sharing decisions with employees via email and supervisor updates. In addition, we specifically requested employees' verbal and written feedback about this plan on May 6 and May 9,, 2020. Prior to this date, the City has strongly encouraged open communications between employees and management. All employee feedback is evaluated and, if feasible, integrated into this plan. Unique employee concerns are evaluated and acted upon. Employees are encouraged to continue to report any suggestions or concerns they have related to being at work and COVID-19.

Our Preparedness Plan follows Centers for Disease Control and Prevention (CDC) and Minnesota Department of Health (MDH) guidelines and federal OSHA standards related to COVID-19 and addresses:

- hygiene and respiratory etiquette;
- engineering and administrative controls for social distancing;
- housekeeping – cleaning, disinfecting and decontamination;
- prompt identification and isolation of sick persons;
- communications and training that will be provided to managers and employees; and
- management and supervision necessary to ensure effective implementation of the plan.

In an effort to minimize the transmission of COVID-19 in our workplace, it is expected that employees will follow the procedures and guidance listed below:

COVID-19 Screening: Employees have been informed of and expected to self-monitor for signs and symptoms of COVID-19. Employees will be provided with a daily COVID-19 screening checklist and will be expected to complete the screening steps each day prior to leaving for work. Employees are not required to write down their results and will not submit the screening checklist to the City. However, employees are expected to return an initial signed acknowledgment form to human resources confirming agreement with the screening protocol.

The daily COVID-19 screening specifically checks for COVID-19 symptoms, exposure to others with COVID-19 symptoms/illness, and exposure from travel. Attached is the health screening questionnaire employees should review <u>each day</u> before coming to work.

- If an employee answers yes to any of the questions on the health screening, they are to notify their supervisor or department head who will then notify human resources. If the employee believes there are extenuating circumstances that would allow them to report to work (for example, the employee has already had COVID-19, recovered, and considered unable to be a carrier of the virus) human resources will assess whether the employee can report to work. Employees may qualify for Families First Act financial benefits and human resources will assist employees with applying for those benefits via email. `

- If symptoms appear during the work day, an employee should immediately notify their supervisor who will then notify human resources the employee is leaving work. Employees may qualify for Families First Act financial benefits and human resources will assist employees with applying for those benefits via email.

Staying Home / Leave Policies: The City of Ramsey has implemented leave policies that promote employees staying at home when they are sick, when household members are sick, or when required by a health care provider to isolate or quarantine themselves or a member of their household. These policies include sick or vacation leave, floating holiday, Family Medical Leave Act (FMLA), or unpaid leave of absence. In addition, the federal government has passed the Families First Act which may provide full or partial wages depending on the reason for the leave and employee eligibility.

Accommodations: Accommodations for employees with underlying medical conditions or who have household members with underlying health conditions have been implemented. Employees may work remotely as long as work is available. In some cases they may report to work but work in a closed office/room with a door to isolate themselves from other employees. Employees may also work flexible hours with the permission of their supervisor to reduce contact with other staff. If other accommodations are desired, employees should contact human resources.

Exposures: The City of Ramsey has implemented a policy for informing employees if they have been exposed to a person with COVID-19 at their workplace which may require them to quarantine for the required amount of time. Department heads will notify only those affected employees if they have been exposed to COVID-19, and department heads will determine if affected employees will be required to quarantine based upon actual exposure. Essential/critical employees working as first responders or supporting the work of first responders will be quarantined at the department heads' discretion. To assure compliance with privacy laws, and to respect employee confidentiality, supervisors may not reveal the name of the person who has reported COVID-19 symptoms or tested positive/negative with employees unless the respective employee gives specific authorization to do so. Or, if an employee would like others to be made aware of their situation, they may share information about themselves.

Handwashing: Basic infection prevention measures are being implemented at our workplaces at all times. Employees are instructed to wash their hands for at least 20 seconds with soap and water frequently throughout the day, but especially at the beginning and end of their shift, prior to any mealtimes and after using the restroom. All visitors to the facility will be encouraged to wash their hands prior to or immediately upon entering the facility. Some workplaces may have hand-sanitizer dispensers (that use sanitizers of greater than 60% alcohol) that can be used for hand hygiene in place of soap and water, as long as hands are not visibly soiled. Employees should avoid touching their eyes, nose, and mouth with unwashed or unsanitized hands. Restrooms are cleaned and sanitized each day. Employees may leave their work stations at any time to wash their hands. When more sanitizing wipes/hand sanitizer is needed, employees should request more from Building Maintenance Staff.

Respiratory etiquette: Employees and visitors are being instructed to cover their mouth and nose with their sleeve or a tissue when coughing or sneezing and to avoid touching their face, in particular their mouth, nose and eyes, with their hands. They should dispose of tissues in the trash and wash or sanitize their hands immediately afterward. Respiratory etiquette will be demonstrated on posters and supported by making tissues and trash receptacles available to all employees and visitors. Employees will be reminded of this through this Plan as well as through email, supervisor updates to staff and posters. Use of face masks is encouraged, but not required.

Social distancing: Social distancing is being implemented in the workplace through the following engineering and administrative controls:

- Teleworking and remote computer access
- Using remote meeting technology while at work vs. gathering in a conference room
- Providing improved spacing of work stations by moving some of the first floor staff to the unused second floor space
- Adjusting shifts
  - Flexible shifts
  - Split shifts
  - Staggered shifts
  - Combined on-site/remote work
- Limiting employees to specific work spaces, teams, or vehicles when feasible
- Discontinuing public room rentals until further notice
- Directing Anoka County License Center customers to the license center entrance, eliminating time spent in common areas
- Installing Plexiglas to customer counter areas to reducing exposure to respiratory droplets; to be completed prior to May 26, 2020

We have instructed employees to maintain six feet of social distancing. Employees and visitors are prohibited from gathering in groups and confined areas, including elevators, and from using other employees' personal protective equipment, phones, computer equipment, desks, cubicles, workstations, offices or other personal work tools and equipment. Employees entering or exiting rooms and halls should stand back and maintain a six foot distance for anyone who is already in the room or attempting to exit/enter.

Housekeeping: Regular housekeeping practices are being implemented, including routine cleaning and disinfecting of work surfaces, equipment, tools and machinery, and areas in the work environment, including restrooms, break rooms, lunch rooms and meeting rooms. Spray sanitizer and towels are also available in office areas, work rooms and throughout the facilities for general use. Hand sanitizer is also available for staff and public. Employees working from City vehicles are provided with sanitizing wipes in their vehicles to use as needed and between inspection appointments.

Frequent cleaning and disinfecting will be conducted in high-touch areas, such as phones, keyboards, touch screens, controls, door handles, elevator panels, railings, copy machines, etc. Common work areas are cleaned and disinfected each day by building maintenance staff. Employees are expected to:

- Wipe common surfaces such as copier/postage machine touch pads, light switches, handles, coffee pots, etc. before and after use. Employees should keep front counters clear of any items in order to ensure full sanitation of underlying surfaces.
- Wipe/disinfect their personal work areas at least once each day. This includes phone, key board, mouse, mouse pad, light switch, door knobs, etc.
- Employees using vehicles are expected to wipe/disinfect door handles (inside/outside, steering wheel, seat, gear shift, radio/climate control/other knobs, glove box entry, etc.)
- Employees should avoid using other employees' phones, desks, offices, or other work tools and equipment, when possible. If necessary, clean and disinfect them before and after use.

- Employees should only share wrapped candy and should avoid sharing food with others.

Communications and training: This Preparedness Plan was communicated via email, postings in the workplace, and shared by supervisors to those without email during the week of May 18, 2020. Additional communication and training will be ongoing via email and supervisor updates to staff and provided to all employees who did not receive the initial information. Posters addressing proper hand washing, health screening, everyday reminders and how COVID-19 spreads are placed throughout the buildings.

Managers and supervisors are to monitor how effective the program has been implemented. Management and employees are to work through this new program together and update the training as necessary. This Preparedness Plan has been certified by the City of Ramsey management and was posted throughout the workplace on May 20, 2020. It will be updated as necessary.

Certified by:

Colleen Lasher
Administrative Services Director

Appendix A – Guidance for developing a COVID-19 Preparedness Plan

General

www.cdc.gov/coronavirus/2019-nCoV

www.health.state.mn.us/diseases/coronavirus

www.osha.gov

www.dli.mn.gov

Handwashing

www.cdc.gov/handwashing/when-how-handwashing.html

www.cdc.gov/handwashing

https://youtu.be/d914EnpU4Fo

Respiratory etiquette: Cover your cough or sneeze

www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/prevention.html

www.health.state.mn.us/diseases/coronavirus/prevention.html

www.cdc.gov/healthywater/hygiene/etiquette/coughing_sneezing.html

Social distancing

www.cdc.gov/coronavirus/2019-ncov/community/guidance-business-response.html

www.health.state.mn.us/diseases/coronavirus/businesses.html

Housekeeping

www.cdc.gov/coronavirus/2019-ncov/community/disinfecting-building-facility.html

www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/disinfecting-your-home.html

www.epa.gov/pesticide-registration/list-n-disinfectants-use-against-sars-cov-2

www.cdc.gov/coronavirus/2019-ncov/community/organizations/cleaning-disinfection.html

Employees exhibiting signs and symptoms of COVID-19

www.cdc.gov/coronavirus/2019-ncov/if-you-are-sick/steps-when-sick.html

www.health.state.mn.us/diseases/coronavirus/basics.html

Training

www.health.state.mn.us/diseases/coronavirus/about.pdf

www.cdc.gov/coronavirus/2019-ncov/community/guidance-small-business.html

www.osha.gov/Publications/OSHA3990.pdf

CC Regular Session **5. 6.**

Meeting Date: 06/23/2020

Submitted For: Sean Sullivan, Community Development

By: Wendy Schlueter, Community Development

Information

Title

Approve Business Licenses

Purpose/Background:

Purpose:

To obtain City Council approval of various license requests.

Background:

Certain businesses in the City of Ramsey are required to apply for a business 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.

Details:

Special Event & Temporary Liquor License: Adrenaline Sports Center is hosting a Bags & Brews one day event on July 2, 2020 to support small businesses in the area. They hope to have a bean bag tournament with Alloy Brewing Co serving beer and Acapulco Restaurant serving margaritas with chips and salsa. Attendance expected 50-100 people and will held outdoors in back parking lot.

Recommendation:

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

Action:

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

Attachments

Business Licenses

Form Review

Inbox	Reviewed By	Date
Sean Sullivan	Sean Sullivan	06/16/2020 01:05 PM
Sean Sullivan	Sean Sullivan	06/17/2020 11:36 AM
Tim Gladhill	Tim Gladhill	06/17/2020 06:39 PM
Kurt Ulrich	Kurt Ulrich	06/18/2020 09:35 AM
Kurt Ulrich	Kathy Schmitz	06/19/2020 02:01 PM
Sean Sullivan	Kathy Schmitz	06/19/2020 02:04 PM
Sean Sullivan	Kathy Schmitz	06/19/2020 02:06 PM
Tim Gladhill	Kathy Schmitz	06/19/2020 02:06 PM
Kurt Ulrich	Kathy Schmitz	06/19/2020 02:06 PM
Form Started By: Wendy Schlueter		Started On: 06/02/2020 09:52 AM
Final Approval Date: 06/19/2020		

City of Ramsey
License Report - License Types

Report Name: License Report - License Types
Council Dates: 6/23/2020 to 6/23/2020
Status: Active, Inactive
License Type(s): 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

Company	Location	Complex	Exp. Date	Council Date	Status
Special Events					
Adrenaline Sports Center	8310 147th La NW		7/3/2020	6/23/2020	A
			Special Events License Count: 1		
Temporary Intoxicating					
Ramsey Lions	7401 E Ramsey Pkwy		7/3/2020	6/23/2020	A
Ramsey Lions	7401 E Ramsey Pkwy		7/10/2020	6/23/2020	A
Ramsey Lions	7401 E Ramsey Pkwy		7/17/2020	6/23/2020	A
Ramsey Lions	7401 E Ramsey Pkwy		7/24/2020	6/23/2020	A
Ramsey Lions	7401 E Ramsey Pkwy		7/31/2020	6/23/2020	A
Ramsey Lions	7401 E Ramsey Pkwy		8/7/2020	6/23/2020	A
Ramsey Lions	7401 E Ramsey Pkwy		8/14/2020	6/23/2020	A
Ramsey Lions	7401 E Ramsey Pkwy		8/21/2020	6/23/2020	A
Ramsey Lions	7401 E Ramsey Pkwy		8/28/2020	6/23/2020	A
Adrenaline Sports Center	8310 147th La NW	Adrenaline Sports Center	7/3/2020	6/23/2020	A
			Temporary Intoxicating License Count: 10		
Transient Merchant/Peddler/Solicitor					
Pro Tech Restoration - Ward			12/31/2020	6/23/2020	A
KAT Construction - Baumgartner			12/31/2020	6/23/2020	A
Ace Solid Waste Inc - Oreskovich			12/31/2020	6/23/2020	A
			Transient Merchant/Peddler/Solicitor License Count: 3		
			Total Licenses: 14		

CC Regular Session **5. 7.**

Meeting Date: 06/23/2020

By: Wendy Schlueter, Community Development

Information

Title

Approve Liquor License Renewals

Purpose/Background:

Applications for renewal of the attached liquor licenses currently set to expire on June 30, 2020.

Recommendation:

Since these are renewals and not new license applications, Staff is asking the City Council to approve these licenses contingent upon background check completion and approval.

Action:

Motion to Approve/Deny Liquor License renewals contingent upon background check completion and approval.

Attachments

Liquor License Renewals 2020

Form Review

Inbox	Reviewed By	Date
Sean Sullivan	Wendy Schlueter	06/17/2020 10:06 AM
Sean Sullivan	Sean Sullivan	06/17/2020 11:34 AM
Tim Gladhill	Tim Gladhill	06/17/2020 06:39 PM
Kurt Ulrich	Kurt Ulrich	06/18/2020 09:28 AM
Form Started By: Wendy Schlueter		Started On: 05/11/2020 02:34 PM
Final Approval Date: 06/18/2020		

Report Name: License Report - License Types
Council Dates: 6/23/2020 to 6/23/2020
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

City of Ramsey
License Report - License Types

Company	Location	Complex	Exp. Date	Council Date	Status
3.2 Beer Off-Sale					
Northern Tier Retail, LLC	14000 St Francis Blvd NW		6/30/2021	6/23/2020	A
Coborn's, Inc.	7900 Sunwood Dr NW		6/30/2021	6/23/2020	A
			3.2 Beer Off-Sale License Count: 2		
Liquor 2 A.M. Closing					
Templer Group, Inc.	6141 Highway 10 NW		6/30/2021	6/23/2020	A
Whiskey Jacks of Ramsey, LLC	6415 Highway 10 NW 100		6/30/2021	6/23/2020	A
Triple Shift Entertainment, LLC	6720 Riverdale Dr NW		6/30/2021	6/23/2020	A
SM Enterprises Corporation	14077 St Francis Blvd NW		6/30/2021	6/23/2020	A
			Liquor 2 A.M. Closing License Count: 4		
Liquor Off-Sale					
Atlantic Cargo Company Inc. LLC	5900 167th Ave NW		6/30/2021	6/23/2020	A
Yayin Gadol, LLC	14107 St Francis Blvd NW		6/30/2021	6/23/2020	A
Rademacher Companies, Inc.	15299 St Francis Blvd NW		6/30/2021	6/23/2020	A
Coborn's, Inc.	7880 Sunwood Dr NW		6/30/2021	6/23/2020	A
			Liquor Off-Sale License Count: 4		
Liquor On-Sale					
Links At Northfork GC, LLC	9333 Alpine Dr NW		6/30/2021	6/23/2020	A
Templer Group, Inc.	6141 Highway 10 NW		6/30/2021	6/23/2020	A
Pleasant Valley Sunrise Group LLC	6415 Highway 10 NW		6/30/2021	6/23/2020	A
Whiskey Jacks of Ramsey, LLC	6415 Highway 10 NW 100		6/30/2021	6/23/2020	A
Triple Shift Entertainment, LLC	6720 Riverdale Dr NW		6/30/2021	6/23/2020	A
SM Enterprises Corporation	14077 St Francis Blvd NW		6/30/2021	6/23/2020	A
MENSCH, LLC	16659 St Francis Blvd NW		6/30/2021	6/23/2020	A
LL Batsche LLC	7533 Sunwood Dr NW		6/30/2021	6/23/2020	A
Acapulco of Ramsey, Inc.	7988 Sunwood Dr NW 100		6/30/2021	6/23/2020	A
			Liquor On-Sale License Count: 9		
Liquor On-Sale Sunday					
Links At Northfork GC, LLC	9333 Alpine Dr NW		6/30/2021	6/23/2020	A
Templer Group, Inc.	6141 Highway 10 NW		6/30/2021	6/23/2020	A
Pleasant Valley Sunrise Group LLC	6415 Highway 10 NW		6/30/2021	6/23/2020	A
Whiskey Jacks of Ramsey, LLC	6415 Highway 10 NW 100		6/30/2021	6/23/2020	A
Triple Shift Entertainment, LLC	6720 Riverdale Dr NW		6/30/2021	6/23/2020	A

City of Ramsey
License Report - License Types

Company	Location	Complex	Exp. Date	Council Date	Status
Liquor On-Sale Sunday					
SM Enterprises Corporation	14077 St Francis Blvd NW		6/30/2021	6/23/2020	A
MENSCH, LLC	16659 St Francis Blvd NW		6/30/2021	6/23/2020	A
LL Batsche LLC	7533 Sunwood Dr NW		6/30/2021	6/23/2020	A
Acapulco of Ramsey, Inc.	7988 Sunwood Dr NW 100		6/30/2021	6/23/2020	A

Liquor On-Sale Sunday License Count: 9

Total Licenses: 28

CC Regular Session **5. 8.**

Meeting Date: 06/23/2020

By: JoAnn Shaw, Community Development

Information

Title

Approve Rental Licenses

Purpose/Background:

Purpose: The purpose of this case is to approve rental license requests for 2020.

Background: Detached Single-Family Homes and Attached Single-Family Homes (townhomes, duplexes, etc.) are required to obtain a license (registration), but are not subject to inspections (unless the City has sufficient evidence of a violation of City Code).

Multi-Family Units (apartments, condos, etc.) will continue to be subject to the license and inspection program as required today, but the inspection frequency will be reduced.

License application requests are attached for Council approval.

Recommendation:

Staff recommends approval of license applications.

Action:

Motion to approve rental license applications.

Attachments

License Applications

Form Review

Inbox	Reviewed By	Date
Tim Gladhill	Tim Gladhill	06/17/2020 06:38 PM
Kurt Ulrich	Kurt Ulrich	06/18/2020 09:38 AM
Form Started By: JoAnn Shaw		Started On: 06/03/2020 11:05 AM
Final Approval Date: 06/18/2020		

City of Ramsey
License Report - License Types

Company	Location	Complex	Exp. Date	Council Date	Status
Rental					
Donna and Devern Matson	7047 139th Ave NW		6/13/2023	6/23/2020	A
E. J. Lida Rentals LLC	7084 139th Ave NW		6/13/2023	6/23/2020	A
Gary F. Haider	5345 140th Ave NW		6/13/2023	6/23/2020	A
Kimberly Kauls	6330 142nd La NW		6/13/2023	6/23/2020	A
Donna and Devern Matson	5322 143rd Ave NW		6/13/2023	6/23/2020	A
Larry Kuperus	5440 144th Way NW #16		6/27/2023	6/23/2020	A
Larry Kuperus	5440 144th Way NW #18		6/27/2023	6/23/2020	A
Larry Kuperus	5440 144th Way NW #24		6/27/2023	6/23/2020	A
Larry Kuperus	5440 144th Way NW #26		6/27/2023	6/23/2020	A
Lu Zhong	5670 154th Cove NW		6/13/2023	6/23/2020	A
Hau Tan Le	14800 Germanium St NW		6/13/2023	6/23/2020	A
Jack Spray	15429 Radium St NW		6/27/2023	6/23/2020	A
E. J. Lida Rentals LLC	15326 Radium Way NW		6/13/2023	6/23/2020	A
Neil and Joanne Ballweber	16420 St Francis Blvd NW		6/13/2023	6/23/2020	A
JBL Realty Holdings, LLC	14170 Xenon St NW #6		6/13/2023	6/23/2020	A
Russell Johnson	14200 Xenon St NW #6		6/13/2023	6/23/2020	A

Rental License Count: 16

Total Licenses: 16

CC Regular Session **5. 9.**

Meeting Date: 06/23/2020

By: Jackie Lipski, Finance

Information

Title

Adopt Resolution # 20-126 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of June 4, 2020 through June 17, 2020

Purpose/Background:

Adopt Resolution # 20-126 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of June 4, 2020 through June 17, 2020

Recommendation:

Staff Recommends to Adopt Resolution # 20-126 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of June 4, 2020 through June 17, 2020.

Action:

Motion to Adopt Resolution # 20-126 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of June 4, 2020 through June 17, 2020.

Attachments

Bills List 06/23/2020

Resolution 6/23/2020

Form Review

Inbox	Reviewed By	Date
Diana Lund	Diana Lund	06/18/2020 08:37 AM
Kurt Ulrich	Kurt Ulrich	06/18/2020 10:01 AM
Form Started By: Jackie Lipski		Started On: 06/17/2020 02:01 PM
Final Approval Date: 06/18/2020		

RAMSEY CITY COUNCIL MEETING

6/23/2020

BILLS LIST

DISBURSEMENTS TO BE APPROVED THIS MEETING:

DISBURSEMENT TYPE:	SUBMITTED FOR APPROVAL
Purchase Journal:	
Prepaids 6/4/2020-6/17/2020	322,176.58
Accounts Payable 6/4/2020-6/17/2020	249,195.84
Payroll 6/12/2020	191,466.26
Debt Service	256,178.76

TOTAL SUBMITTED FOR APPROVAL THIS MEETING
(Invoices Available for Reviewal) **$ 1,019,017.44**

DISBURSEMENTS PREVIOUSLY APPROVED AND PAID:	APPROVED PREV. MTG	2020 Y.T.D.
NET PAYROLL TOTAL	$ 181,315.85	$ 2,027,066.15
- CORRECTION TO PAYROLL		
PREPAIDS	231,131.16	4,002,637.01
- PREPAID ADJUSTMENTS		
WIRE TRANSFERS FOR DEBT SERVICE	1,888,907.09	2,290,729.59
- CORRECTION TO D.S.		
ACCOUNTS PAYABLE INVOICING - PREVIOUS MEETING:		
- BILLS LIST SUBMITTED	223,120.54	2,644,291.97
ADD (DELETE) BILLS LIST SUBMITTED		
PAY ESTIMATE(S)		
- CHECKS VOIDED	0.00	0.00
TOTAL CASH DISBURSEMENTS PREVIOUSLY APPROVED	**$ 2,524,474.64**	**$ 10,964,724.72**

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
110667	6/4/2020		117602 ANDERSON, PENNY OR TROY						
		155.00	REFUND- ELMCREST BUILDING		101989	052820	9804.1160		KEY & DAMAGE DEPOSIT
		155.00							
110668	6/4/2020		100297 CENTERPOINT ENERGY						
		224.43	MISC PW ACCOUNTS		101992	8000014064-2 MAY 2020	0311.6373		GAS
		164.51	MISC PW ACCOUNTS		101992	8000014064-2 MAY 2020	0452.6373		GAS
		74.81	MISC PW ACCOUNTS		101992	8000014064-2 MAY 2020	9601.6373		GAS
		74.81	MISC PW ACCOUNTS		101992	8000014064-2 MAY 2020	9602.6373		GAS
		74.81	MISC PW ACCOUNTS		101992	8000014064-2 MAY 2020	9605.6373		GAS
		613.37							
110669	6/4/2020		100167 CORNERSTONE FORD						
		238.62	WORK ON 562		101993	16292271/1	0220.6388		OTHER VEHICLE REPAIR
		238.62							
110670	6/4/2020		114441 CROSS OF HOPE LUTHERAN CHURCH						
		17,945.30	REFUND ESCOW BAL 112210		101994	060420	9804.6433	00112210	REFUNDS
		17,945.30							
110671	6/4/2020		100143 FERGUSON WATERWORKS # 2516						
		429.12	MARKER PAINT- BLUE		102003	0452662	9601.6249		MISCELLANEOUS OPERA
		429.12							
110672	6/4/2020		117603 GRIFFIN, DANIEL						
		75.00	MAILBOX DAMAGE 2019/2020		101990	052720	0312.6267		OTHER STREET MAINTEI
		75.00							
110673	6/4/2020		107138 M AND G TRAILER SALES						
		389.11	REF ESCOW BAL. 113854		102004	060320	9804.6433	00113854	REFUNDS
		389.11							
110674	6/4/2020		112183 PSD, LLC						
		28,383.00	REF ESCROW 114584		102007	060420	9804.6433	00114584	REFUNDS
		28,383.00							
110675	6/4/2020		117601 TWIN CITIES GENERATOR LLC						
		90.00	REF DUP PERMIT RA044020		102009	052920	9101.4214		ELECTRICAL INSPECTIOI
		1.00	REF DUP PERMIT RA044020		102009	052920	9101.2081		SURCHARGES-PERMITS
		91.00							
110706	6/11/2020		117614 ACCA						
		10.00	REF DAMAGE DEP/ROOM RENTAL		102063	060520	9101.4304		RENTAL FEES - REAL PR
		100.00	REF DAMAGE DEP/ROOM RENTAL		102063	060520	9804.1160		KEY & DAMAGE DEPOSIT
		110.00							
110707	6/11/2020		100012 ACE SOLID WASTE INC						
		26,502.80	JUNE 2020 RECYCLE CONTRACT		102061	5959732	9604.6489		OTHER CONTRACTED SE
		130.14	PW MISC ACCTS JUNE 2020		102062	5959741	0311.6374		REFUSE/RECYCLING
		311.09	PW MISC ACCTS JUNE 2020		102062	5959741	0452.6374		REFUSE/RECYCLING
		242.81	PW MISC ACCTS JUNE 2020		102062	5959741	0194.6374		REFUSE/RECYCLING

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
110707	6/11/2020		100012 ACE SOLID WASTE INC						Continued.
		43.38	PW MISC ACCTS JUNE 2020		102062	5959741	9601.6374		REFUSE/RECYCLING
		43.38	PW MISC ACCTS JUNE 2020		102062	5959741	9602.6374		REFUSE/RECYCLING
		231.69	PW MISC ACCTS JUNE 2020		102062	5959741	9604.6249		MISCELLANEOUS OPER/
		43.38	PW MISC ACCTS JUNE 2020		102062	5959741	9605.6374		REFUSE/RECYCLING
		113.10	JUNE 2020 SERVICE FIRE DEPTS.		102125	5967513	0220.6374		REFUSE/RECYCLING
		27,661.77							
110708	6/11/2020		113045 ANCONA TITLE AND ESCROW						
		177.67	UB REF 14321 TUNGSTEN WAY		102064	060820	9601.4651		WATER REVENUE
		177.67							
110709	6/11/2020		100063 ASPEN MILLS						
		139.70	FIRE DEPT BADGES		102126	253093	0220.6231		UNIFORMS & TURN-OUT
		139.70							
110710	6/11/2020		117623 BENDER, JESSICA						
		155.00	REFUND CANCELLED RESV.		102067	060520	9804.1160		KEY & DAMAGE DEPOSIT
		155.00							
110711	6/11/2020		112815 BENTRUD, ANGELA						
		155.00	REFUND CANCELLED RESV.		102068	060520	9804.1160		KEY & DAMAGE DEPOSIT
		155.00							
110712	6/11/2020		117620 CHISHOLM, KIMBERLY						
		170.47	UB REF 7319 E RAMSEY PKWY		102070	060820	9601.4651		WATER REVENUE
		170.47							
110713	6/11/2020		110734 CITY OF RAMSEY						
		78.00	721489		102108	061020	9601.4651		WATER REVENUE
		26.17	386189803		102108	061020	9601.4651		WATER REVENUE
		104.17							
110714	6/11/2020		100111 COMMERCIAL ASPHALT COMPANY						
		737.96	ASPHALT		102071	200531	0311.6265		ASPHALT
		737.96							
110715	6/11/2020		113795 CONCIERGE TITLE INC						
		34.60	UB REF 5840 160TH LN NW		102072	060820	9601.4651		WATER REVENUE
		34.60							
110716	6/11/2020		100117 CONNEXUS ENERGY						
		301.25	SERVICE 14301 RHINESTONE		102073	ATC0016715	9605.6371		ELECTRIC UTILITIES
		301.25							
110717	6/11/2020		115233 DELLWOOD CONSTRUCTION LTD						
		1,500.00	REF ERO ESC 7077 170TH TRAIL N		102074	061120	9804.6433	00117207	REFUNDS
		1,500.00							
110718	6/11/2020		100870 EDINA REALTY TITLE						
		166.81	UB REF 14567 OLIVINE ST		102075	060820	9601.4651		WATER REVENUE
		170.43	UB REF 5745 155TH LN NW		102076	060820A	9601.4651		WATER REVENUE
		337.24							
110719	6/11/2020		117151 EXECUTIVE TITLE SERVICES						
		111.81	UB REF 5330 140TH CT NW		102077	060820	9601.4651		WATER REVENUE

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110719	6/11/2020		117151 EXECUTIVE TITLE SERVICES						Continued.
		111.81							
110720	6/11/2020		117619 GARBE, MARIA						
		178.35	UB REF 5668 154TH CURVE NW		102078	060820	9601.4651		WATER REVENUE
		178.35							
110721	6/11/2020		117430 HABEN, CARLIE						
		90.00	PHOTO CONTEST 2020		102079	061120	0452.6489		OTHER CONTRACTED SE
		90.00							
110722	6/11/2020		117622 HAMMOCK, PAUL						
		32.61	UB REF 4950 177TH AVE NW		102080	060820	9601.4651		WATER REVENUE
		32.61							
110723	6/11/2020		108172 HYDRO VAC, INC						
		675.00	TELEVISE VARIOLITE		102107	13848	9402.6530	00202001	IMPROVEMENTS OTHER
		675.00							
110724	6/11/2020		117621 JENSEN, JASON						
		322.40	UB REF 14201 NEON STREET NW		102081	060820	9601.4651		WATER REVENUE
		322.40							
110725	6/11/2020		115792 KEVITT EXCAVATING						
		120.00	DAMAGE DEP/ROOM REF-CANCELLED		102082	060520	9101.4304		RENTAL FEES - REAL PR
		100.00	DAMAGE DEP/ROOM REF-CANCELLED		102082	060520	9804.1160		KEY & DAMAGE DEPOSIT
		220.00							
110726	6/11/2020		117259 LEGACY TITLE						
		168.78	UB REF 5940 143RD LANE NW		102085	060820	9601.4651		WATER REVENUE
		168.78							
110727	6/11/2020		117357 LEGACY TITLE						
		30.60	UB REF 5030 179TH LANE NW		102084	060820	9601.4651		WATER REVENUE
		30.60							
110728	6/11/2020		117618 LEGACY TITLE						
		158.91	UB REF 7030 147TH LANE NW		102086	060820	9601.4651		WATER REVENUE
		158.91							
110729	6/11/2020		116450 LENDSERV						
		186.73	UB REF 7670 147TH TERR NW		102083	060820	9601.4651		WATER REVENUE
		186.73							
110730	6/11/2020		117617 MANNS, CHARLES						
		168.93	UB REFUND 6041 144TH LN NW		102087	060820	9601.4651		WATER REVENUE
		168.93							
110731	6/11/2020		111999 MEADOW CREEK BUILDERS INC						
		1,500.00	REF ERO ESC 5766 152ND LN NW		102088	061120	9804.6433	00117295	REFUNDS
		1,500.00							
110732	6/11/2020		100338 MORNING SUN HOMES						
		5,000.00	REF LAND/DRIVE ESC 7710 147TH		102089	061120	9252.1155.1		MANUAL-ACCOUNTS RE
		2,000.00	REF LAND/DRIVE ESC 7710 147TH		102089	061120	9252.1155.1		MANUAL-ACCOUNTS RE
		1,500.00	REF ERO ESC 7710 147TH TER NW		102090	061120A	9804.6433	00117273	REFUNDS

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110732	6/11/2020		100338 MORNING SUN HOMES						Continued.
		8,500.00							
110733	6/11/2020		117615 PEDERSON, CARLA						
		10.00	REF ROOM RENTAL- CANCELLED		102091	060520	9101.4304		RENTAL FEES - REAL PR
		10.00							
110734	6/11/2020		117038 RESULTS TITLE						
		172.30	UB REF 14175 BARIUM ST NW		102092	060820	9601.4651		WATER REVENUE
		172.30							
110735	6/11/2020		115972 ROBINSON, SCOTT						
		1,335.50	2020 JULY/AUG ADS RAMSEY RES		102109	061120	9101.4609		OTHER MISCELLANEOUS
		1,335.50							
110736	6/11/2020		117283 SENTINEL MN LLC						
		14,550.00	GUNS		102093	INV-0075	0211.6281		SMALL TOOLS & MINOR E
		14,550.00							
110737	6/11/2020		117483 TAFT STETTINIUS AND HOLLISTER LLP						
		24,313.00	RE:TIF 4 WRIT OF MANDAMUS		102110	3460693	9214.6315		MISCELLANEOUS PROFE
		24,313.00							
110738	6/11/2020		114151 TASC (FEES)						
		100.00	4TH QTR 2019/1ST QTR 2020 FEES		102094	1756040	0130.6315		MISCELLANEOUS PROFE
		370.50	MAY 2020 FEES		102095	1779801	0130.6315		MISCELLANEOUS PROFE
		470.50							
110739	6/11/2020		114172 TITLE GROUP INC						
		43.84	UB REF 7248 147TH TER NW		102097	060820	9601.4651		WATER REVENUE
		43.84							
110740	6/11/2020		114074 TITLE SPECIALIST INC						
		28.89	UB REF 15340 BARIUM ST NW		102098	060820	9601.4651		WATER REVENUE
		28.89							
110741	6/11/2020		114074 TITLE SPECIALIST INC						
		42.84	UB REF 6620 154TH LN NW		102099	060820A	9601.4651		WATER REVENUE
		42.84							
110742	6/11/2020		116944 TITLESMART INC						
		34.60	UB REF 16010 EBONY ST NW		102100	060820	9601.4651		WATER REVENUE
		34.60							
110743	6/11/2020		117616 TITLESMART INC						
		152.32	UB REF 5354 140TH AVE NW		102096	060820	9601.4651		WATER REVENUE
		152.32							
110744	6/11/2020		117610 TORGERSON, DAN						
		200.00	WATER EFF GRANT PROGRAM		102101	061020	9601.6436		WATER EFFICIENCY REB
		200.00							
110745	6/11/2020		116403 TUOMELA, TRICIA						
		155.00	REFUND RESV. CANCELLED		102102	060520	9804.1160		KEY & DAMAGE DEPOSIT
		155.00							

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1001332	6/5/2020		116114 AVESIS THIRD PARTY ADMINISTRATORS						Continued.
		173.94	VISION JUNE 2020		101991	2510029	9101.2170		DENTAL/DISABILITY/LIFE
		173.94							
1001333	6/5/2020		114740 BOND TRUST SERVICES CORPORATION						
		11,850.00	BONDS 2016A		101995	56491	9352.6611		BOND INTEREST
		16,200.00	BONDS 2018A		101996	56493	9354.6611		BOND INTEREST
		6,830.00	BONDS 2017A		101997	56492	9353.6611		BOND INTEREST
		4,823.75	CERT 2014A		101998	56488	9349.6611		BOND INTEREST
		475.00	AGENT FEE BONDS 2018A		101999	56683	9354.6611		BOND INTEREST
		475.00	AGENT FEE BONDS 2017A		102000	56682	9353.6611		BOND INTEREST
		475.00	AGENT FEE BONDS 2016A		102001	56681	9352.6310		FISCAL AGENT FEES
		475.00	AGENT FEE CERT 2014A		102002	56680	9349.6310		FISCAL AGENT FEES
		41,603.75							
1001334	6/5/2020		107244 NORTHLAND TRUST SERVICES INC						
		193,906.26	BONDS 2012A		102005	RAMS 12A 4/3/20	9339.6611		BOND INTEREST
		20,668.75	BONDS 2011B		102006	RAMS11B 4/3/20	9340.6611		BOND INTEREST
		214,575.01							
1001335	6/5/2020		105706 TINKLENBERG GROUP INC						
		3,300.00	RETAINER JUNE 2020 (12 OF 12)		102008	2112	9400.6315		MISCELLANEOUS PROFE
		3,300.00							
1001336	6/5/2020		111137 WRIGHT HENNEPIN COOPERATIVE ELECTRIC						
		27.95	7550 SUNWOOD DR		102010	150-1681-6340 5/28/20	0194.6489		OTHER CONTRACTED SE
		22.95	7650 SUNWOOD DR		102011	150-1681-4280 5/28/2020	9240.6315		MISCELLANEOUS PROFE
		27.95	6701 HWY 10- YOUTH FIRST		102012	150-1687-1105 5/28/20	9410.6315	00041012	MISCELLANEOUS PROFE
		27.95	5650 ALPINE DR- FIRE STATION		102013	150-1691-2206 5/28/20	0220.6489		OTHER CONTRACTED SE
		35.90	7550 SUNWOOD DR		102014	150-1693-4968 5/28/2020	0194.6489		OTHER CONTRACTED SE
		142.70							
1001337	6/5/2020		112515 WSB AND ASSOCIATES INC						
		6,424.00	GENERAL PLAN FEB 2020		102015	R-015204-000-2	0191.6315		MISCELLANEOUS PROFE
		6,902.00	GEN PLAN MARCH 2020		102016	R-015204-000-3	0191.6315		MISCELLANEOUS PROFE
		525.50	GEN PLAN MARCH 2020		102016	R-015204-000-3	9804.6315	00117302	MISCELLANEOUS PROFE
		654.50	GEN PLAN MARCH 2020		102016	R-015204-000-3	9804.6315	00117441	MISCELLANEOUS PROFE
		14,506.00							
1001373	6/12/2020		100031 ANOKA COUNTY						
		20.00	NOTARY- PAMELA MILLER		102065	060820	0130.6208		MISCELLANEOUS OFFICI
		20.00							
1001374	6/12/2020		113871 APPLIED MAINTENANCE SUPPLIES AND SOL.						
		269.96	WHITE/YELLOW MARKERS		102106	7019020399	0260.6249		MISCELLANEOUS OPERA
		269.96	WHITE/YELLOW MARKERS		102106	7019020399	0311.6249		MISCELLANEOUS OPERA
		269.98	WHITE/YELLOW MARKERS		102106	7019020399	9605.6249		MISCELLANEOUS OPERA
		809.90							
1001375	6/12/2020		116845 CADY BUSINESS TECHNOLOGIES INC						
		39.94	SERVICE JUNE 2020		102069	00000048	0192.6405		OFFICE & DATA PROCES

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1001375	6/12/2020		116845 CADY BUSINESS TECHNOLOGIES INC						Continued.
		39.94							
1001376	6/12/2020		100510 VERIZON WIRELESS						
		1,233.46	MAY/JUNE 2020 SERVICE		102103	9855754331	0211.6323		CELLULAR PHONES
		463.13	MAY/JUNE 2020 SERVICE		102103	9855754331	0211.6415		OTHER EQUIPMENT REN
		95.06	MAY/JUNE 2020 SERVICE		102103	9855754331	0280.6323		CELLULAR PHONES
		1,791.65							
1001377	6/12/2020		111137 WRIGHT HENNEPIN COOPERATIVE ELECTRIC						
		27.95	7550 SUNWOOD DR- POLICE		102104	150-1682-6501 MAY 2020	0211.6489		OTHER CONTRACTED SE
		27.95							
90560414	6/12/2020		100398 PUBLIC EMPLOYEES RETIREMENT ASSN						
		25,153.17			102119	0611201021534	9101.2174		PERA-EMPLOYEE
		34,142.66			102120	0611201021535	9101.2183		PERA-EMPLOYER
		59,295.83							
91924000	6/12/2020		100601 MN DEPT OF REV WH						
		12,669.44			102121	0611201021536	9101.2172		STATE WITHHOLDING
		12,669.44							
93731329	6/12/2020		101306 IRS						
		28,055.56			102122	0611201021537	9101.2171		FEDERAL WITHHOLDING
		14,418.61			102123	0611201021538	9101.2173		FICA & MEDICARE-EMPL(
		14,282.79			102124	0611201021539	9101.2182		FICA & MEDICARE-EMPL(
		56,756.96							
97061220	6/12/2020		115568 ALERUS FINANCIAL NA						
		3,707.69			102116	06112010215314	9101.2176		LIFE/HEALTH-EMPLOYEE
		3,707.69							
98061220	6/12/2020		107962 TOTAL ADMINISTRATIVE SERVICE CORP						
		1,778.52			102112	06112010215310	9101.2176		LIFE/HEALTH-EMPLOYEE
		1,778.52							
99061120	6/11/2020		100629 MN DEPT OF REV SALES TX						
		7.46-	May Sales/Use Tax		102105	05312020	9101.4305		RENTAL FEES
		4.08	May Sales/Use Tax		102105	05312020	9101.4328		ACCIDENT REPORTS
		.61-	May Sales/Use Tax		102105	05312020	9101.4609		OTHER MISCELLANEOUS
		293.85	May Sales/Use Tax		102105	05312020	9601.2082		SALES/USE TAX PAYABLE
		3.99	May Sales/Use Tax		102105	05312020	9601.2082		SALES/USE TAX PAYABLE
		.15	May Sales/Use Tax		102105	05312020	9601.2085		ANOKA COUNTY TRANSI
		294.00							
99061220	6/12/2020		107885 DEPARTMENT OF LABOR AND INDUSTRY						
		2,779.91	May Surcharges		102127	05312020	9101.2081		SURCHARGES-PERMITS
		55.70-	May Surcharges		102127	05312020	9101.4604		SURCHARGES
		2,724.21							
99061520	6/15/2020		108768 COMDATA NETWORK INC						
		225.00-	U OF M CONTLEARNING OS		102128	MAY 2020 COMDATA PCARD	0191.6335		TRAINING
		206.54	ELK RIVER LANDFILL		102128	MAY 2020 COMDATA PCARD	0452.6249		MISCELLANEOUS OPERA

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99061520	**6/15/2020**		**108768 COMDATA NETWORK INC**						**Continued.**
		45.00-	U OF M CONTLEARNING		102128	MAY 2020 COMDATA PCARD	0452.6335		TRAINING
		225.00-	U OF M CONTLEARNING		102128	MAY 2020 COMDATA PCARD	0452.6335		TRAINING
		225.00-	U OF M CONTLEARNING		102128	MAY 2020 COMDATA PCARD	0452.6335		TRAINING
		17.99	AMZN MKTP US*EE4PF70T3		102128	MAY 2020 COMDATA PCARD	0211.6208		MISCELLANEOUS OFFICI
		682.00	SOUTHERN LABWARE INC		102128	MAY 2020 COMDATA PCARD	0892.6282		EMERGENCY SUPPLIES
		46.40	AMZN MKTP US*E68P593M3		102128	MAY 2020 COMDATA PCARD	0892.6282		EMERGENCY SUPPLIES
		22.99	AMZN MKTP US*NU98D5YU3		102128	MAY 2020 COMDATA PCARD	0211.6208		MISCELLANEOUS OFFICI
		11.52	AMAZON.COM*M759T0BF2		102128	MAY 2020 COMDATA PCARD	0211.6281		SMALL TOOLS & MINOR E
		8.99	AMZN MKTP US*GJ8A06I73		102128	MAY 2020 COMDATA PCARD	0211.6231		UNIFORMS & TURN-OUT
		19.98	AMZN MKTP US*YP1YB54X3		102128	MAY 2020 COMDATA PCARD	0211.6208		MISCELLANEOUS OFFICI
		57.22	AMAZON.COM*MD5OP4FT3 A		102128	MAY 2020 COMDATA PCARD	0211.6208		MISCELLANEOUS OFFICI
		24.99	AMZN MKTP US*MC4B60KR1		102128	MAY 2020 COMDATA PCARD	0211.6208		MISCELLANEOUS OFFICI
		17.24	AMZN MKTP US*M74WP44Z1		102128	MAY 2020 COMDATA PCARD	0211.6231		UNIFORMS & TURN-OUT
		13.60	AMZN MKTP US*M74WP44Z1		102128	MAY 2020 COMDATA PCARD	0211.6231		UNIFORMS & TURN-OUT
		134.97	AMZN MKTP US*MC9XZ9YJ1		102128	MAY 2020 COMDATA PCARD	0211.6208		MISCELLANEOUS OFFICI
		59.95	AMZN MKTP US*EB6SO0WI3		102128	MAY 2020 COMDATA PCARD	0211.6208		MISCELLANEOUS OFFICI
		1,102.30-	AMAZON.COM AMZN.COM/BI		102128	MAY 2020 COMDATA PCARD	0892.6282		EMERGENCY SUPPLIES
		14.57-	AMZN MKTP US		102128	MAY 2020 COMDATA PCARD	0211.6208		MISCELLANEOUS OFFICI
		46.44	AMAZON.COM*MC6SO3H02		102128	MAY 2020 COMDATA PCARD	0892.6282		EMERGENCY SUPPLIES
		270.00	AMZN MKTP US*PV2LQ9H63		102128	MAY 2020 COMDATA PCARD	0892.6282		EMERGENCY SUPPLIES
		67.98	AMZN MKTP US*3T4X69T13		102128	MAY 2020 COMDATA PCARD	0194.6249		MISCELLANEOUS OPERA
		11.15	AMZN MKTP US*3T4X69T13		102128	MAY 2020 COMDATA PCARD	0194.6249		MISCELLANEOUS OPERA
		134.85	AMZN MKTP US*MC3GY7K90		102128	MAY 2020 COMDATA PCARD	0892.6282		EMERGENCY SUPPLIES
		489.90	QUIK STAGE INC		102128	MAY 2020 COMDATA PCARD	0194.6281		SMALL TOOLS & MINOR E
		22.15	AMAZON.COM*G109U48R3 A		102128	MAY 2020 COMDATA PCARD	0892.6282		EMERGENCY SUPPLIES
		36.80	AMAZON.COM*G109U48R3 A		102128	MAY 2020 COMDATA PCARD	0194.6249		MISCELLANEOUS OPERA
		63.98	AMZN MKTP US*PP1BX5TC3		102128	MAY 2020 COMDATA PCARD	0892.6282		EMERGENCY SUPPLIES

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99061520	6/15/2020		108768 COMDATA NETWORK INC						Continued.
		22.05	AMAZON.COM*M76062562		102128	MAY 2020 COMDATA PCARD	0892.6282		EMERGENCY SUPPLIES
		86.64	AMZN MKTP US*MY5XW8O91		102128	MAY 2020 COMDATA PCARD	0892.6282		EMERGENCY SUPPLIES
		43.75	HOMELECTRICAL		102128	MAY 2020 COMDATA PCARD	0194.6249		MISCELLANEOUS OPERA
		9.77	AMZN MKTP US*MC4VR06Q0		102128	MAY 2020 COMDATA PCARD	0211.6275		OTHER EQUIPMENT PAR
		29.98	STREICHER'S MO		102128	MAY 2020 COMDATA PCARD	0211.6231		UNIFORMS & TURN-OUT
		116.30	TLO TRANSUNION		102128	MAY 2020 COMDATA PCARD	0211.6315		MISCELLANEOUS PROFE
		59.44	NEWEGG B2B INC		102128	MAY 2020 COMDATA PCARD	0192.6281		SMALL TOOLS & MINOR E
		1,626.00	NEWEGG B2B INC		102128	MAY 2020 COMDATA PCARD	0192.6281		SMALL TOOLS & MINOR E
		28.75	NEWEGG B2B INC		102128	MAY 2020 COMDATA PCARD	0192.6281		SMALL TOOLS & MINOR E
		495.00	NEWEGG B2B INC		102128	MAY 2020 COMDATA PCARD	0192.6281		SMALL TOOLS & MINOR E
		160.58	ZOOM.US		102128	MAY 2020 COMDATA PCARD	0892.6282		EMERGENCY SUPPLIES
		129.00	LOGMEIN*GOTOWEBINAR		102128	MAY 2020 COMDATA PCARD	0892.6282		EMERGENCY SUPPLIES
		465.55	LEWIS MACHINE & TOOL C		102128	MAY 2020 COMDATA PCARD	0211.6281		SMALL TOOLS & MINOR E
		115.00	CKE*KITCHEN TABLE ANOK		102128	MAY 2020 COMDATA PCARD	0111.6249		MISCELLANEOUS OPERA
		379.62	SPITZLIFT		102128	MAY 2020 COMDATA PCARD	0311.6257		OTHER VEHICLE PARTS
		300.00	CKE*KITCHEN TABLE ANOK		102128	MAY 2020 COMDATA PCARD	0452.6489		OTHER CONTRACTED SE
		147.98	WPSG- INC		102128	MAY 2020 COMDATA PCARD	0220.6231		UNIFORMS & TURN-OUT
		14.99	WPSG- INC		102128	MAY 2020 COMDATA PCARD	0220.6231		UNIFORMS & TURN-OUT
		687.50	ACTIVE911 INC		102128	MAY 2020 COMDATA PCARD	0220.6451		MEMBERSHIP DUES
		102.98	TARGET.COM *		102128	MAY 2020 COMDATA PCARD	0892.6282		EMERGENCY SUPPLIES
		19.68	AMAZON.COM*MB4M90M13		102128	MAY 2020 COMDATA PCARD	0452.6323		CELLULAR PHONES
		32.04	AMZN MKTP US*M70C16F71		102128	MAY 2020 COMDATA PCARD	0452.6323		CELLULAR PHONES
		294.59	ETSY.COM - SAMSCUSTOMF		102128	MAY 2020 COMDATA PCARD	0260.6249		MISCELLANEOUS OPERA
		4.00	AMZN MKTP US*MC8021NH1		102128	MAY 2020 COMDATA PCARD	0452.6323		CELLULAR PHONES
		32.99	AMZN MKTP US*YG1NB0NW3		102128	MAY 2020 COMDATA PCARD	0892.6282		EMERGENCY SUPPLIES
		21.99	AMZN MKTP US*YG1NB0NW3		102128	MAY 2020 COMDATA PCARD	0211.6208		MISCELLANEOUS OFFICI
		12.90	AMZN MKTP US*MC8MO22X0		102128	MAY 2020 COMDATA PCARD	0211.6208		MISCELLANEOUS OFFICI

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99061520	6/15/2020		108768 COMDATA NETWORK INC						Continued.
		7.99	AMZN MKTP US*MC55846Z0		102128	MAY 2020 COMDATA PCARD	0211.6208		MISCELLANEOUS OFFICI
		9.87	AMZN MKTP US*MC55846Z0		102128	MAY 2020 COMDATA PCARD	0211.6208		MISCELLANEOUS OFFICI
		8.79	AMZN MKTP US*M728Z99T0		102128	MAY 2020 COMDATA PCARD	0211.6208		MISCELLANEOUS OFFICI
		18.22	AMZN MKTP US*M78BQ6FN1		102128	MAY 2020 COMDATA PCARD	0211.6208		MISCELLANEOUS OFFICI
		66.78	AMZN MKTP US*M78BQ6FN1		102128	MAY 2020 COMDATA PCARD	0211.6206		FILM, MICROFILM, TAPES
		11.18	AMZN MKTP US*M78BQ6FN1		102128	MAY 2020 COMDATA PCARD	0211.6208		MISCELLANEOUS OFFICI
		7.38	AMAZON.COM*M707D12D2 A		102128	MAY 2020 COMDATA PCARD	0211.6208		MISCELLANEOUS OFFICI
		6.58	AMAZON.COM*M707D12D2 A		102128	MAY 2020 COMDATA PCARD	0211.6208		MISCELLANEOUS OFFICI
		4.52	AMAZON.COM*M707D12D2 A		102128	MAY 2020 COMDATA PCARD	0211.6208		MISCELLANEOUS OFFICI
		16.06	ZOOM.US		102128	MAY 2020 COMDATA PCARD	0892.6282		EMERGENCY SUPPLIES
		78.50	COBORN'S SUPERSTORE		102128	MAY 2020 COMDATA PCARD	0211.6331		TRAVEL & LODGING
		16.06	ZOOM.US		102128	MAY 2020 COMDATA PCARD	0892.6282		EMERGENCY SUPPLIES
		100.00	ECONOMIC DEVELOPMENT A		102128	MAY 2020 COMDATA PCARD	9230.6335		TRAINING
		100.00	ULINE *SHIP SUPPLIES		102128	MAY 2020 COMDATA PCARD	0223.6237		CRIME SCENE KIT MATEI
		10.23	ULINE *SHIP SUPPLIES		102128	MAY 2020 COMDATA PCARD	0223.6237		CRIME SCENE KIT MATEI
		43.60	ULINE *SHIP SUPPLIES		102128	MAY 2020 COMDATA PCARD	0223.6237		CRIME SCENE KIT MATEI
		412.86	THE HOME DEPOT 2821		102128	MAY 2020 COMDATA PCARD	9601.6249		MISCELLANEOUS OPERA
		.99	THE HOME DEPOT #2821		102128	MAY 2020 COMDATA PCARD	9601.6249		MISCELLANEOUS OPERA
		16.97	THE HOME DEPOT #2821		102128	MAY 2020 COMDATA PCARD	9601.6249		MISCELLANEOUS OPERA
		6.97	THE HOME DEPOT #2821		102128	MAY 2020 COMDATA PCARD	9601.6249		MISCELLANEOUS OPERA
		29.98	THE HOME DEPOT #2821		102128	MAY 2020 COMDATA PCARD	9601.6249		MISCELLANEOUS OPERA
		22.97	THE HOME DEPOT #2821		102128	MAY 2020 COMDATA PCARD	9601.6249		MISCELLANEOUS OPERA
		7.50	COBORN'S SUPERSTORE		102128	MAY 2020 COMDATA PCARD	9601.6322		POSTAGE
		19.68	AMAZON.COM*MB4M90M13		102128	MAY 2020 COMDATA PCARD	9601.6249		MISCELLANEOUS OPERA
		3.99	AMZN MKTP US*MC8021NH1		102128	MAY 2020 COMDATA PCARD	9601.6249		MISCELLANEOUS OPERA
		15.20	CASEYS RAMSEY		102129	MAY 2020 COMDATA FUEL	0220.6223		GASOLINE
		25.57	CASEYS RAMSEY		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE

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99061520	6/15/2020		108768 COMDATA NETWORK INC						Continued.
		14.97	LITTLE DUKES RAMSEY		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		16.75	LITTLE DUKES RAMSEY		102129	MAY 2020 COMDATA FUEL	0220.6223		GASOLINE
		17.35	BILL'S SUPERETTE		102129	MAY 2020 COMDATA FUEL	0220.6223		GASOLINE
		52.75	BILL'S SUPERETTE		102129	MAY 2020 COMDATA FUEL	0220.6225		DIESEL FUEL
		16.90	BILL'S SUPERETTE		102129	MAY 2020 COMDATA FUEL	0220.6223		GASOLINE
		19.17	BILL'S SUPERETTE		102129	MAY 2020 COMDATA FUEL	0220.6223		GASOLINE
		17.57	BILL'S SUPERETTE		102129	MAY 2020 COMDATA FUEL	0220.6223		GASOLINE
		42.84	CASEYS RAMSEY		102129	MAY 2020 COMDATA FUEL	0220.6225		DIESEL FUEL
		14.63	CASEYS RAMSEY		102129	MAY 2020 COMDATA FUEL	0220.6223		GASOLINE
		43.13	CASEYS RAMSEY		102129	MAY 2020 COMDATA FUEL	0311.6223		GASOLINE
		14.75	HOLIDAY STATIONS		102129	MAY 2020 COMDATA FUEL	0220.6223		GASOLINE
		29.44	CASEYS RAMSEY		102129	MAY 2020 COMDATA FUEL	0220.6225		DIESEL FUEL
		20.47	HOLIDAY STATIONS		102129	MAY 2020 COMDATA FUEL	0220.6223		GASOLINE
		17.86	BILL'S SUPERETTE		102129	MAY 2020 COMDATA FUEL	0220.6223		GASOLINE
		42.92	CASEYS RAMSEY		102129	MAY 2020 COMDATA FUEL	0220.6225		DIESEL FUEL
		11.83	LITTLE DUKES RAMSEY		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		15.60	LITTLE DUKES RAMSEY		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		17.41	CASEYS RAMSEY		102129	MAY 2020 COMDATA FUEL	0220.6223		GASOLINE
		35.85	CASEYS RAMSEY		102129	MAY 2020 COMDATA FUEL	0220.6225		DIESEL FUEL
		13.81	CASEYS RAMSEY		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		11.31	CASEYS RAMSEY		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		10.44	CASEYS RAMSEY		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		33.50	BILL'S SUPERETTE		102129	MAY 2020 COMDATA FUEL	0452.6223		GASOLINE
		17.80	LITTLE DUKES RAMSEY		102129	MAY 2020 COMDATA FUEL	0220.6223		GASOLINE
		15.95	LITTLE DUKES RAMSEY		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		21.00	BILL'S SUPERETTE		102129	MAY 2020 COMDATA FUEL	0220.6223		GASOLINE
		13.63	BILL'S SUPERETTE		102129	MAY 2020 COMDATA FUEL	0220.6223		GASOLINE

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
99061520	6/15/2020		108768 COMDATA NETWORK INC						Continued.
		19.00	BILL'S SUPERETTE		102129	MAY 2020 COMDATA FUEL	0220.6223		GASOLINE
		21.87	BILL'S SUPERETTE		102129	MAY 2020 COMDATA FUEL	0220.6223		GASOLINE
		18.19	BILL'S SUPERETTE		102129	MAY 2020 COMDATA FUEL	0220.6223		GASOLINE
		41.69	BILL'S SUPERETTE		102129	MAY 2020 COMDATA FUEL	0311.6223		GASOLINE
		47.15	BILL'S SUPERETTE		102129	MAY 2020 COMDATA FUEL	0452.6223		GASOLINE
		64.30	BILL'S SUPERETTE		102129	MAY 2020 COMDATA FUEL	0452.6223		GASOLINE
		3.66	CASEYS RAMSEY		102129	MAY 2020 COMDATA FUEL	0220.6223		GASOLINE
		17.82	CASEYS RAMSEY		102129	MAY 2020 COMDATA FUEL	0220.6223		GASOLINE
		2.47	BILL'S SUPERETTE		102129	MAY 2020 COMDATA FUEL	0220.6223		GASOLINE
		2.32	BILL'S SUPERETTE		102129	MAY 2020 COMDATA FUEL	0220.6223		GASOLINE
		42.46	CASEYS RAMSEY		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		22.61	HOLIDAY STATIONS		102129	MAY 2020 COMDATA FUEL	0220.6225		DIESEL FUEL
		19.60	LITTLE DUKES RAMSEY		102129	MAY 2020 COMDATA FUEL	0194.6223		GASOLINE
		27.02	LITTLE DUKES RAMSEY		102129	MAY 2020 COMDATA FUEL	0220.6223		GASOLINE
		15.22	CASEYS RAMSEY		102129	MAY 2020 COMDATA FUEL	0220.6223		GASOLINE
		13.16	CASEYS RAMSEY		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		13.93	LITTLE DUKES RAMSEY		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		23.85	LITTLE DUKES RAMSEY		102129	MAY 2020 COMDATA FUEL	0220.6225		DIESEL FUEL
		28.79	LITTLE DUKES RAMSEY		102129	MAY 2020 COMDATA FUEL	0452.6223		GASOLINE
		32.94	LITTLE DUKES RAMSEY		102129	MAY 2020 COMDATA FUEL	0194.6223		GASOLINE
		29.09	LITTLE DUKES RAMSEY		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		20.92	LITTLE DUKES RAMSEY		102129	MAY 2020 COMDATA FUEL	0220.6225		DIESEL FUEL
		15.15	LITTLE DUKES RAMSEY		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		18.53	LITTLE DUKES RAMSEY		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		17.32	LITTLE DUKES RAMSEY		102129	MAY 2020 COMDATA FUEL	0220.6223		GASOLINE
		22.32	LITTLE DUKES RAMSEY		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		18.23	LITTLE DUKES RAMSEY		102129	MAY 2020 COMDATA FUEL	0220.6223		GASOLINE

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
99061520	6/15/2020		108768 COMDATA NETWORK INC						Continued.
		20.42	LITTLE DUKES RAMSEY		102129	MAY 2020 COMDATA FUEL	0194.6223		GASOLINE
		12.35	LITTLE DUKES RAMSEY		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		9.11	LITTLE DUKES RAMSEY		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		23.53	LITTLE DUKES RAMSEY		102129	MAY 2020 COMDATA FUEL	0220.6223		GASOLINE
		7.45	LITTLE DUKES RAMSEY		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		25.76	LITTLE DUKES RAMSEY		102129	MAY 2020 COMDATA FUEL	0220.6223		GASOLINE
		28.54	LITTLE DUKES RAMSEY		102129	MAY 2020 COMDATA FUEL	0194.6223		GASOLINE
		33.46	LITTLE DUKES RAMSEY		102129	MAY 2020 COMDATA FUEL	0220.6223		GASOLINE
		15.66	LITTLE DUKES RAMSEY		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		12.33	LITTLE DUKES RAMSEY		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		7.90	LITTLE DUKES RAMSEY		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		34.10	LITTLE DUKES RAMSEY		102129	MAY 2020 COMDATA FUEL	0220.6225		DIESEL FUEL
		60.61	CASEYS RAMSEY		102129	MAY 2020 COMDATA FUEL	0452.6223		GASOLINE
		37.78	CASEYS RAMSEY		102129	MAY 2020 COMDATA FUEL	0311.6223		GASOLINE
		31.87	CASEYS RAMSEY		102129	MAY 2020 COMDATA FUEL	0311.6223		GASOLINE
		17.00	HOLIDAY STATIONS		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		16.00	HOLIDAY STATIONS		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		22.54	CASEYS RAMSEY		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		15.48	LITTLE DUKES RAMSEY		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		23.24	LITTLE DUKES RAMSEY		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		29.87	LITTLE DUKES RAMSEY		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		11.63	CASEYS RAMSEY		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		29.78	CASEYS RAMSEY		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		36.38	HOLIDAY STATIONS		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		28.72	LITTLE DUKES RAMSEY		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		11.45	LITTLE DUKES RAMSEY		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		30.58	LITTLE DUKES RAMSEY		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
99061520	6/15/2020		108768 COMDATA NETWORK INC						Continued.
		27.20	LITTLE DUKES RAMSEY		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		31.81	LITTLE DUKES RAMSEY		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		39.96	SPEEDWAY 04508		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		27.14	LITTLE DUKES RAMSEY		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		16.99	LITTLE DUKES RAMSEY		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		20.27	LITTLE DUKES RAMSEY		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		18.29	LITTLE DUKES RAMSEY		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		16.65	LITTLE DUKES RAMSEY		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		20.35	LITTLE DUKES RAMSEY		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		17.88	LITTLE DUKES RAMSEY		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		22.42	LITTLE DUKES RAMSEY		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		22.51	LITTLE DUKES RAMSEY		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		22.60	HOLIDAY STATIONS		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		21.60	LITTLE DUKES RAMSEY		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		23.42	LITTLE DUKES RAMSEY		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		17.14	LITTLE DUKES RAMSEY		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		18.73	LITTLE DUKES RAMSEY		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		23.35	LITTLE DUKES RAMSEY		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		22.64	LITTLE DUKES RAMSEY		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		21.18	SPEEDWAY		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		11.67	LITTLE DUKES RAMSEY		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		23.26	HOLIDAY STATIONS		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		24.62	LITTLE DUKES RAMSEY		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		7.62	LITTLE DUKES RAMSEY		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		20.50	HOLIDAY STATIONS		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		22.42	CASEYS RAMSEY		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		30.53	LITTLE DUKES RAMSEY		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE

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99061520	6/15/2020		108768 COMDATA NETWORK INC						Continued.
		27.73	CASEYS RAMSEY		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		30.20	CASEYS GEN STORE		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		21.46	CASEYS RAMSEY		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		29.96	CASEYS RAMSEY		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		25.92	KWIK TRIP		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		13.84	LITTLE DUKES RAMSEY		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		18.15	HOLIDAY STATIONS		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		9.83	HOLIDAY STATIONS		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		18.45	HOLIDAY STATIONS		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		23.14	LITTLE DUKES RAMSEY		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		12.02	CASEYS RAMSEY		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		19.98	HOLIDAY STATIONS		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		5.06	LITTLE DUKES RAMSEY		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		19.37	LITTLE DUKES RAMSEY		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		15.30	LITTLE DUKES RAMSEY		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		12.29	LITTLE DUKES RAMSEY		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		11.67	LITTLE DUKES RAMSEY		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		4.45	LITTLE DUKES RAMSEY		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		22.48	LITTLE DUKES RAMSEY		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		13.69	LITTLE DUKES RAMSEY		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		25.26	LITTLE DUKES RAMSEY		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		21.94	KWIK TRIP		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		18.69	CASEYS RAMSEY		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		15.79	LITTLE DUKES RAMSEY		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		9.67	LITTLE DUKES RAMSEY		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		18.55	LITTLE DUKES RAMSEY		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		24.90	LITTLE DUKES RAMSEY		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE

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99061520	6/15/2020		108768 COMDATA NETWORK INC						Continued.
		18.28	CASEYS RAMSEY		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		13.01	CASEYS RAMSEY		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		17.66	LITTLE DUKES RAMSEY		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		15.79	CASEYS RAMSEY		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		13.40	CASEYS RAMSEY		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		12.26	LITTLE DUKES RAMSEY		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		22.25	LITTLE DUKES RAMSEY		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		18.39	LITTLE DUKES RAMSEY		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		17.25	LITTLE DUKES RAMSEY		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		13.24	LITTLE DUKES RAMSEY		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		27.46	LITTLE DUKES RAMSEY		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		16.89	LITTLE DUKES RAMSEY		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		12.61	LITTLE DUKES RAMSEY		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		9.12	LITTLE DUKES RAMSEY		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		7.85	LITTLE DUKES RAMSEY		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		18.25	LITTLE DUKES RAMSEY		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		9.47	LITTLE DUKES RAMSEY		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		18.49	LITTLE DUKES RAMSEY		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		9.07	LITTLE DUKES RAMSEY		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		22.14	LITTLE DUKES RAMSEY		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		33.64	CASEYS RAMSEY		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		25.13	CASEYS RAMSEY		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		36.89	HOLIDAY STATIONS		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		8.23	LITTLE DUKES RAMSEY		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		16.41	CASEYS RAMSEY		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		12.05	HOLIDAY STATIONS		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		21.91	LITTLE DUKES RAMSEY		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
99061520	6/15/2020		108768 COMDATA NETWORK INC						Continued.
		29.33	LITTLE DUKES RAMSEY		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		18.46	LITTLE DUKES RAMSEY		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		19.14	LITTLE DUKES RAMSEY		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		29.99	LITTLE DUKES RAMSEY		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		29.92	CASEYS RAMSEY		102129	MAY 2020 COMDATA FUEL	0452.6223		GASOLINE
		13.75	CASEYS RAMSEY		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		13.62	LITTLE DUKES RAMSEY		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		20.55	LITTLE DUKES RAMSEY		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		19.48	HOLIDAY STATIONS		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		22.01	HOLIDAY STATIONS		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		19.74	LITTLE DUKES RAMSEY		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		14.21	LITTLE DUKES RAMSEY		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		17.41	LITTLE DUKES RAMSEY		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		17.98	LITTLE DUKES RAMSEY		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		26.59	LITTLE DUKES RAMSEY		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		16.42	LITTLE DUKES RAMSEY		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		11.27	LITTLE DUKES RAMSEY		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		17.49	LITTLE DUKES RAMSEY		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		18.65	LITTLE DUKES RAMSEY		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		13.76	LITTLE DUKES RAMSEY		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		18.17	LITTLE DUKES RAMSEY		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		21.81	LITTLE DUKES RAMSEY		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		11.83	LITTLE DUKES RAMSEY		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		24.35	LITTLE DUKES RAMSEY		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		21.19	LITTLE DUKES RAMSEY		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		23.67	LITTLE DUKES RAMSEY		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		28.73	LITTLE DUKES RAMSEY		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
99061520	6/15/2020		108768 COMDATA NETWORK INC						Continued.
		25.34	LITTLE DUKES RAMSEY		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		28.37	LITTLE DUKES RAMSEY		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		17.25	HOLIDAY STATIONS		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		25.04	CASEYS RAMSEY		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		34.40	LITTLE DUKES RAMSEY		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		32.73	CASEYS RAMSEY		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		30.08	HOLIDAY STATIONS		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		28.47	HOLIDAY STATIONS		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		38.97	LITTLE DUKES RAMSEY		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		19.96	LITTLE DUKES RAMSEY		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		42.77	LITTLE DUKES RAMSEY		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		15.18	HOLIDAY STATIONS		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		19.02	LITTLE DUKES RAMSEY		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		30.72	LITTLE DUKES RAMSEY		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		19.89	LITTLE DUKES RAMSEY		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		28.91	LITTLE DUKES RAMSEY		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		22.41	KWIK TRIP		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		25.23	CASEYS RAMSEY		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		14.72	CASEYS RAMSEY		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		13.84	CASEYS RAMSEY		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		14.03	LITTLE DUKES RAMSEY		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		19.97	LITTLE DUKES RAMSEY		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		21.98	LITTLE DUKES RAMSEY		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		21.15	LITTLE DUKES RAMSEY		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		19.95	CASEYS RAMSEY		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		14.79	CASEYS RAMSEY		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		17.25	CASEYS RAMSEY		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
99061520	6/15/2020		108768 COMDATA NETWORK INC						Continued.
		12.10	LITTLE DUKES RAMSEY		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		23.79	CASEYS RAMSEY		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		19.66	LITTLE DUKES RAMSEY		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		23.78	LITTLE DUKES RAMSEY		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		18.27	LITTLE DUKES RAMSEY		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		16.53	LITTLE DUKES RAMSEY		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		25.40	LITTLE DUKES RAMSEY		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		15.17	LITTLE DUKES RAMSEY		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		17.45	LITTLE DUKES RAMSEY		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		14.42	LITTLE DUKES RAMSEY		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		14.08	LITTLE DUKES RAMSEY		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		10.85	LITTLE DUKES RAMSEY		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		10.87	LITTLE DUKES RAMSEY		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		12.18	LITTLE DUKES RAMSEY		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		7.42	LITTLE DUKES RAMSEY		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		21.90	LITTLE DUKES RAMSEY		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		27.44	LITTLE DUKES RAMSEY		102129	MAY 2020 COMDATA FUEL	0194.6223		GASOLINE
		26.57	LITTLE DUKES RAMSEY		102129	MAY 2020 COMDATA FUEL	0194.6223		GASOLINE
		35.42	LITTLE DUKES RAMSEY		102129	MAY 2020 COMDATA FUEL	0301.6223		GASOLINE
		30.63	HOLIDAY STATIONS		102129	MAY 2020 COMDATA FUEL	0301.6223		GASOLINE
		34.63	BILL'S SUPERETTE		102129	MAY 2020 COMDATA FUEL	0301.6223		GASOLINE
		23.03	LITTLE DUKES RAMSEY		102129	MAY 2020 COMDATA FUEL	0240.6223		GASOLINE
		24.93	CASEYS RAMSEY		102129	MAY 2020 COMDATA FUEL	0240.6223		GASOLINE
		15.75	BILL'S SUPERETTE		102129	MAY 2020 COMDATA FUEL	0240.6223		GASOLINE
		21.69	CASEYS RAMSEY		102129	MAY 2020 COMDATA FUEL	0240.6223		GASOLINE
		19.40	BILL'S SUPERETTE		102129	MAY 2020 COMDATA FUEL	0240.6223		GASOLINE
		37.86	CASEYS RAMSEY		102129	MAY 2020 COMDATA FUEL	0301.6223		GASOLINE

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
99061520	6/15/2020		108768 COMDATA NETWORK INC						Continued.
		30.41	BILL'S SUPERETTE		102129	MAY 2020 COMDATA FUEL	0301.6223		GASOLINE
		36.05	CASEYS GEN STORE		102129	MAY 2020 COMDATA FUEL	0301.6223		GASOLINE
		29.51	CASEYS RAMSEY		102129	MAY 2020 COMDATA FUEL	0301.6223		GASOLINE
		41.78	CASEYS RAMSEY		102129	MAY 2020 COMDATA FUEL	0301.6223		GASOLINE
		15.81	BILL'S SUPERETTE		102129	MAY 2020 COMDATA FUEL	0220.6225		DIESEL FUEL
		43.94	LITTLE DUKES RAMSEY		102129	MAY 2020 COMDATA FUEL	0220.6223		GASOLINE
		20.60	BILL'S SUPERETTE		102129	MAY 2020 COMDATA FUEL	0220.6225		DIESEL FUEL
		36.08	BILL'S SUPERETTE		102129	MAY 2020 COMDATA FUEL	0220.6225		DIESEL FUEL
		14.59	CASEYS RAMSEY		102129	MAY 2020 COMDATA FUEL	0220.6223		GASOLINE
		5.63	CASEYS RAMSEY		102129	MAY 2020 COMDATA FUEL	0220.6223		GASOLINE
		10.66	BILL'S SUPERETTE		102129	MAY 2020 COMDATA FUEL	0220.6223		GASOLINE
		20.30	BILL'S SUPERETTE		102129	MAY 2020 COMDATA FUEL	0220.6223		GASOLINE
		15.13	BILL'S SUPERETTE		102129	MAY 2020 COMDATA FUEL	0220.6223		GASOLINE
		8.00	BILL'S SUPERETTE		102129	MAY 2020 COMDATA FUEL	0220.6223		GASOLINE
		35.69	BILL'S SUPERETTE		102129	MAY 2020 COMDATA FUEL	0220.6223		GASOLINE
		35.96	CASEYS RAMSEY		102129	MAY 2020 COMDATA FUEL	0220.6223		GASOLINE
		35.88	CASEYS RAMSEY		102129	MAY 2020 COMDATA FUEL	0220.6223		GASOLINE
		16.99	HOLIDAY STATIONS		102129	MAY 2020 COMDATA FUEL	0220.6223		GASOLINE
		28.61	BILL'S SUPERETTE		102129	MAY 2020 COMDATA FUEL	0220.6223		GASOLINE
		22.13	BILL'S SUPERETTE		102129	MAY 2020 COMDATA FUEL	0220.6223		GASOLINE
		23.13	BILL'S SUPERETTE		102129	MAY 2020 COMDATA FUEL	0220.6223		GASOLINE
		39.96	CASEYS RAMSEY		102129	MAY 2020 COMDATA FUEL	0452.6223		GASOLINE
		45.42	CASEYS RAMSEY		102129	MAY 2020 COMDATA FUEL	0452.6223		GASOLINE
		42.33	HOLIDAY STATIONS		102129	MAY 2020 COMDATA FUEL	0452.6223		GASOLINE
		46.49	CASEYS RAMSEY		102129	MAY 2020 COMDATA FUEL	0452.6223		GASOLINE
		41.25	BILL'S SUPERETTE		102129	MAY 2020 COMDATA FUEL	0452.6223		GASOLINE
		49.00	BILL'S SUPERETTE		102129	MAY 2020 COMDATA FUEL	0452.6223		GASOLINE

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
99061520	6/15/2020		108768 COMDATA NETWORK INC						Continued.
		79.60	BILL'S SUPERETTE		102129	MAY 2020 COMDATA FUEL	0452.6223		GASOLINE
		59.76	BILL'S SUPERETTE		102129	MAY 2020 COMDATA FUEL	0452.6223		GASOLINE
		52.60	BILL'S SUPERETTE		102129	MAY 2020 COMDATA FUEL	0452.6223		GASOLINE
		34.75	BILL'S SUPERETTE		102129	MAY 2020 COMDATA FUEL	0452.6223		GASOLINE
		28.43	BILL'S SUPERETTE		102129	MAY 2020 COMDATA FUEL	0452.6223		GASOLINE
		43.00	BILL'S SUPERETTE		102129	MAY 2020 COMDATA FUEL	0452.6223		GASOLINE
		51.70	BILL'S SUPERETTE		102129	MAY 2020 COMDATA FUEL	0452.6223		GASOLINE
		33.21	CASEYS RAMSEY		102129	MAY 2020 COMDATA FUEL	0452.6223		GASOLINE
		73.75	CASEYS RAMSEY		102129	MAY 2020 COMDATA FUEL	0452.6223		GASOLINE
		71.70	LITTLE DUKES RAMSEY		102129	MAY 2020 COMDATA FUEL	0311.6223		GASOLINE
		23.13	LITTLE DUKES RAMSEY		102129	MAY 2020 COMDATA FUEL	0311.6223		GASOLINE
		54.85	LITTLE DUKES RAMSEY		102129	MAY 2020 COMDATA FUEL	0311.6223		GASOLINE
		51.77	LITTLE DUKES RAMSEY		102129	MAY 2020 COMDATA FUEL	0311.6223		GASOLINE
		36.90	CASEYS RAMSEY		102129	MAY 2020 COMDATA FUEL	0311.6223		GASOLINE
		47.38	CASEYS RAMSEY		102129	MAY 2020 COMDATA FUEL	0311.6223		GASOLINE
		47.48	BILL'S SUPERETTE		102129	MAY 2020 COMDATA FUEL	0452.6223		GASOLINE
		51.61	BILL'S SUPERETTE		102129	MAY 2020 COMDATA FUEL	0452.6223		GASOLINE
		4.74	BILL'S SUPERETTE		102129	MAY 2020 COMDATA FUEL	0452.6223		GASOLINE
		54.14	CASEYS RAMSEY		102129	MAY 2020 COMDATA FUEL	0452.6223		GASOLINE
		20.14	HOLIDAY STATIONS		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		27.18	HOLIDAY STATIONS		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		25.15	HOLIDAY STATIONS		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		16.49	HOLIDAY STATIONS		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		24.66	HOLIDAY STATIONS		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		20.87	HOLIDAY STATIONS		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		25.00	HOLIDAY STATIONS		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		25.10	HOLIDAY STATIONS		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
99061520	6/15/2020		108768 COMDATA NETWORK INC						Continued.
		27.03	HOLIDAY STATIONS		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		27.77	LITTLE DUKES RAMSEY		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		17.44	HOLIDAY STATIONS		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		15.30	HOLIDAY STATIONS		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		26.87	HOLIDAY STATIONS		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		17.21	CASEYS RAMSEY		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		11.92	LITTLE DUKES RAMSEY		102129	MAY 2020 COMDATA FUEL	0211.6223		GASOLINE
		42.83	LITTLE DUKES RAMSEY		102129	MAY 2020 COMDATA FUEL	9601.6223		GASOLINE
		58.24	SPEEDWAY 04338		102129	MAY 2020 COMDATA FUEL	9601.6223		GASOLINE
		37.05	CASEYS RAMSEY		102129	MAY 2020 COMDATA FUEL	9601.6223		GASOLINE
		42.03	BILL'S SUPERETTE		102129	MAY 2020 COMDATA FUEL	9601.6223		GASOLINE
		33.39	LITTLE DUKES RAMSEY		102129	MAY 2020 COMDATA FUEL	9601.6223		GASOLINE
		15.49	LITTLE DUKES RAMSEY		102129	MAY 2020 COMDATA FUEL	9601.6223		GASOLINE
		36.89	CASEYS RAMSEY		102129	MAY 2020 COMDATA FUEL	9601.6223		GASOLINE
		32.15	BILL'S SUPERETTE		102129	MAY 2020 COMDATA FUEL	9601.6223		GASOLINE
		46.65	BILL'S SUPERETTE		102129	MAY 2020 COMDATA FUEL	9601.6223		GASOLINE
		36.25	BILL'S SUPERETTE		102129	MAY 2020 COMDATA FUEL	9601.6223		GASOLINE
		43.86	LITTLE DUKES RAMSEY		102129	MAY 2020 COMDATA FUEL	9601.6223		GASOLINE
		33.39	CASEYS RAMSEY		102129	MAY 2020 COMDATA FUEL	9602.6223		GASOLINE
		34.70	CASEYS RAMSEY		102129	MAY 2020 COMDATA FUEL	9602.6223		GASOLINE
		46.41	CASEYS RAMSEY		102129	MAY 2020 COMDATA FUEL	9602.6223		GASOLINE
		51.67	LITTLE DUKES RAMSEY		102129	MAY 2020 COMDATA FUEL	9602.6223		GASOLINE
		14,894.85							
99061820	6/18/2020		100219 HOME DEPOT COMMERCIAL ACCT PROGRAM						
		304.41	MAY 2020 PURCHASES		102204	05282020	0452.6249		MISCELLANEOUS OPERA
		220.44	MAY 2020 PURCHASES		102204	05282020	0194.6281		SMALL TOOLS & MINOR E
		524.85							
99350118	6/12/2020		100223 ICMA RETIREMENT TRUST 457						
		1,918.41			102111	0611201021531	9101.2175		DEFERRED COMPENSAT
		1,918.41							

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
99980729	**6/12/2020**		**114790 GREAT WEST LIFE AND ANNUITY INS CO**						**Continued.**
		9,292.01			102114	06112010215312	9101.2175		DEFERRED COMPENSAT
		9,292.01							
99981502	**6/12/2020**		**114790 GREAT WEST LIFE AND ANNUITY INS CO**						
		3,750.47			102115	06112010215313	9101.2176		LIFE/HEALTH-EMPLOYEE
		3,750.47							
		578,355.34	Grand Total						

Payment Instrument Totals

Checks	133,757.26
EFT Payments	167,607.24
A/P ACH Payment	276,990.84
Total Payments	578,355.34

R04570

CITY OF RAMSEY
Create Payment Control Groups

Payment Group Control Number	3052		
Bank Account	999.1010	CASH IN BANK	00002224
Version	LOGIS004V		
Originator	JLIPSKI		
Payment Instrument	Check Payment		
Pay Through Date	12/31/2020		

Payee Number	Payee Name / Mailing Address	Stub Message	Document Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount
102953	AMERIGAS OF ANOKA	PROPANE	PV	102165	001	09101	6/10/2020	667560362	99.99
	AMERIGAS OF ANOKA P O BOX 371473 PITTSBURGH PA 15250-7473					Summary Total			99.99
						Payment Amount			99.99
100063	ASPEN MILLS	PD BELTS	PV	102130	001	09101	5/29/2020	257389	22.70
	ASPEN MILLS 8201 C CENTRAL AVE NE SPRING LAKE PARK MN 55432					Summary Total			22.70
		MISC B. ELLIOTT PD	PV	102131	001	09101	5/29/2020	257382	538.35
						Summary Total			538.35
		BELTS K. HEMMERICH	PV	102132	001	09101	5/29/2020	257381	98.35
						Summary Total			98.35
						Payment Amount			659.40
117613	BAUER BROTHERS INC	MOVED PLAYGROUND EQUIP	PV	102206	001	09270	5/9/2020	031284	5,000.00
	BAUER BROTHERS INC 2432 NORTH 2ND STREET MINNEAPOLIS MN 55411					Summary Total			5,000.00
						Payment Amount			5,000.00
100086	BLUE VELVET INC	FIRE DEPT. WASHES JUNE 2020	PV	102170	001	09101	6/4/2020	060420	149.75
	BLUE VELVET INC 14101 ST FRANCIS BLVD NW RAMSEY MN 55303					Summary Total			149.75
						Payment Amount			149.75
115596	C AND J ENTERTAINMENT LLC	EVENT 6/6/2020	PV	102134	001	09101	5/21/2020	1440	2,900.00
	C AND J ENTERTAINMENT LLC 4675 VICTOR PATH UNIT 1 HUGO MN 55038					Summary Total			2,900.00
						Payment Amount			2,900.00
100101	CANVAS CRAFT	FIRST FLOOR SNEEZE GUARDS	PV	102171	001	09101	6/9/2020	62684	1,500.00
	CANVAS CRAFT					Summary Total			1,500.00

Payment Group Control Number 3052
Bank Account 999.1010 CASH IN BANK 00002224
Version LOGIS004V
Originator JLIPSKI
Payment Instrument Check Payment
Pay Through Date 12/31/2020

Payee Number	Name / Mailing Address	Stub Message	Document Ty	Number	Itm	Co	Due Date	Invoice Number	Payment Amount
	5781 QUEENS AVENUE NE OTSEGO MN 55330								
				Payment Amount					1,500.00
111496	CENTRAL TURF AND IRRIGATION SUPPLY	IRRIGATION PARTS	PV	102028	001	09101	5/29/2020	6070447-00	14.61
	CENTRAL TURF AND IRRIGATION SUPPLY 8 WILLIAMS STREET ELMSFORD NY 10523			Summary Total					14.61
				Payment Amount					14.61
100167	CORNERSTONE FORD	GAS CAP 681	PV	102135	001	09601	6/9/2020	15299792	14.62
	CORNERSTONE FORD			Summary Total					14.62
	17219 HIGHWAY 10 NW	WORK ON 383	PV	102136	001	09101	5/28/2020	16295717	254.73
	PO BOX 304	WORK ON 383	PV	102136	002	09101	5/28/2020	16295717	197.54
	ELK RIVER MN 55330	WORK ON 383	PV	102136	003	09101	5/28/2020	16295717	34.87
				Summary Total					487.14
				Payment Amount					501.76
114117	CRAWFORD'S EQUIPMENT INC	BELTS FOR MOWERS	PV	102029	001	09101	6/1/2020	01-36414	153.25
	CRAWFORD'S EQUIPMENT INC			Summary Total					153.25
	4898 HIGHWAY 95 NW	MOWER BELTS	PV	102030	001	09101	6/4/2020	01-36576	237.85
	CAMBRIDGE MN 55008			Summary Total					237.85
				Payment Amount					391.10
117625	CRAZY FUEL INJECTION AND DRAG PARTS	NITROGEN BOTTLE REFILLS	PV	102173	001	09101	6/3/2020	1018	25.00
	CRAZY FUEL INJECTION AND DRAG PARTS			Summary Total					25.00
	21520 CLEARY ROAD NW	NITROGEN BOTTLE REFILL	PV	102174	001	09101	6/20/2020	1013	20.00
	NOWTHEN MN 55303			Summary Total					20.00
				Payment Amount					45.00
100164	ELECTRIC SYSTEMS OF ANOKA INC	REPAIR SIREN 16	PV	102176	001	09101	5/28/2020	7530	563.50
	ELECTRIC SYSTEMS OF ANOKA INC	REPAIR SIREN 16	PV	102176	002	09101	5/28/2020	7530	219.00

Payment Group Control Number	3052		
Bank Account	999.1010	CASH IN BANK	00002224
Version	LOGIS004V		
Originator	JLIPSKI		
Payment Instrument	Check Payment		
Pay Through Date	12/31/2020		

Payee Number	Payee Name / Mailing Address	Stub Message	Document Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount
	6314 HIGHWAY 10 NW ANOKA MN 55303			Summary Total					782.50
				Payment Amount					782.50
100169	EMERGENCY APPARATUS MAINTENANCE INC	SEAT BELTS 556	PV	102177	001	09101	6/2/2020	112338	816.26
	EMERGENCY APPARATUS MAINTENANCE INC 7512 4TH AVENUE LINO LAKES MN 55014			Summary Total					816.26
				Payment Amount					816.26
100143	FERGUSON WATERWORKS # 2516	MISC WATER METERS	PV	102145	001	09601	6/8/2020	0455472	763.46
	FERGUSON WATERWORKS 2516 P O BOX 802817 CHICAGO IL 60680-2817			Summary Total					763.46
				Payment Amount					763.46
107101	FIRE LOSS MANAGEMENT LLC	PLAN REVIEW-SAPPHIRE APARTS.	PV	102181	001	09101	5/26/2020	052620	800.00
	FIRE LOSS MANAGEMENT LLC 678 PINEWOOD DRIVE SHOREVIEW MN 55126			Summary Total					800.00
				Payment Amount					800.00
110388	FRATTALLONE'S ACE HARDWARE STORES	FASTENERS	PV	102182	001	09101	6/2/2020	039126/J	4.39
	FRATTALLONE'S ACE HARDWARE STORES 1203 COUNTY ROAD E WEST ARDEN HILLS MN 55112-3738			Summary Total					4.39
				Payment Amount					4.39
112160	HOLIDAY COMPANIES	PD WASHES	PV	102148	001	09101	6/1/2020	046801062000	182.75
	HOLIDAY COMPANIES 4567 AMERICAN BLVD W BLOOMINGTON MN 55437			Summary Total					182.75
				Payment Amount					182.75
106324	INSPECTRON INC	MAY 2020 SERVICES	PV	102032	001	09101	6/5/2020	060520	8,700.00

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Payment Group Control Number	3052		
Bank Account	999.1010	CASH IN BANK	00002224
Version	LOGIS004V		
Originator	JLIPSKI		
Payment Instrument	Check Payment		
Pay Through Date	12/31/2020		

Payee Number	Name / Mailing Address	Stub Message	Document Ty	Number	Itm	Co	Due Date	Invoice Number	Payment Amount
	INSPECTRON INC			Summary Total					8,700.00
	CODE COMPLIANCE INSPECTIONS								
	15120 CHIPPENDALE AVE SUITE 202								
	ROSEMOUNT MN 55068								
				Payment Amount					8,700.00
112413	L E A DATA TECHNOLOGIES	TRAINING DB UPGRADE	PV	102209	001	09101	6/11/2020	10-1147-08	105.00
	L E A DATA TECHNOLOGIES			Summary Total					105.00
	290 SE LYON STREET								
	HAPPY VALLEY OR 97086								
				Payment Amount					105.00
100256	LANO EQUIPMENT INC	OIL/AIR FILTERS	PV	102033	001	09101	6/4/2020	02-756432	77.29
	LANO EQUIPMENT INC			Summary Total					77.29
	6140 HIGHWAY 10 NW								
	ANOKA MN 55303								
				Payment Amount					77.29
117588	MEDART- CPD	TOOTHED BLADES	PV	102185	001	09101	6/5/2020	20-311257	72.08
	MEDART- CPD			Summary Total					72.08
	3801 THURSTON AVENUE								
	ANOKA MN 55303								
				Payment Amount					72.08
108208	METRO PRODUCTS INC	SHOP SUPPLIES	PV	102038	001	09101	6/2/2020	152111	63.18
	METRO PRODUCTS INC			Summary Total					63.18
	7401 CENTRAL AVENUE NE	GLOVES	PV	102210	001	09101	6/11/2020	152295	175.00
	FRIDLEY MN 55432			Summary Total					175.00
				Payment Amount					238.18
101164	MILLER CHEVROLET	WORK ON 361	PV	102186	001	09101	6/9/2020	CTCS644363	82.95
	MILLER CHEVROLET	WORK ON 361	PV	102186	002	09101	6/9/2020	CTCS644363	219.99
	P O BOX 130			Summary Total					302.94
	21150 JOHN MILLESS DRIVE								
	ROGERS MN 55374								
				Payment Amount					302.94

Payment Group Control Number	3052		
Bank Account	999.1010	CASH IN BANK	00002224
Version	LOGIS004V		
Originator	JLIPSKI		
Payment Instrument	Check Payment		
Pay Through Date	12/31/2020		

Payee Number	Name / Mailing Address	Stub Message	Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount
100435	MINNESOTA EQUIPMENT	MISC PARTS	PV	102041	001	09601	6/4/2020	P21688	299.01
	MINNESOTA EQUIPMENT 13725 MAIN STREET ROGERS MN 55374				Summary Total				299.01
					Payment Amount				299.01
101032	MN CITY COUNTY MGMT ASSOCIATION	MEMBERSHIP 20-21 K ULRICH	PV	102211	001	09101	6/11/2020	061120	182.70
	MN CITY COUNTY MGMT ASSOCIATION LEAGUE OF MN CITIES 145 UNIVERSITY AVE W ST PAUL MN 55103-2044				Summary Total				182.70
					Payment Amount				182.70
100345	NAPA AUTO PARTS ELK RIVER	OIL/AIR FILTERS 694	PV	102042	001	09605	6/4/2020	065011	115.92
	NAPA AUTO PARTS ELK RIVER				Summary Total				115.92
	17137 YALE STREET NW	MISC FILTERS 565	PV	102043	001	09101	6/4/2020	064998	257.18
	P O BOX 1041				Summary Total				257.18
	ELK RIVER MN 55330	COOLANT	PV	102152	001	09101	6/9/2020	065634	9.79
					Summary Total				9.79
		MISC SUPPLIES	PV	102153	001	09101	6/3/2020	064871	14.28
		MISC SUPPLIES	PV	102153	002	09101	6/3/2020	064871	3.99
					Summary Total				18.27
		ROCKER RED 696	PV	102215	001	09101	6/15/2020	066609	3.69
					Summary Total				3.69
		AIR FILTERS	PV	102216	001	09101	6/15/2020	066506	176.74
					Summary Total				176.74
					Payment Amount				581.59
115167	NET TRANSCRIPTS INC	TRANSCRIPTION PD	PV	102154	001	09101	5/15/2020	0032293	258.04
	NET TRANSCRIPTS INC				Summary Total				258.04
	3707 N. 7TH STREET SUITE 320	MAY 2020 TRANSCRIPTIONS	PV	102187	001	09101	5/31/2020	0032530	475.96
	PHOENIX AZ 85014				Summary Total				475.96
					Payment Amount				734.00
117381	NORTH METRO ANIMAL CARE	MAY 2020 SERVICES	PV	102155	001	09101	6/3/2020	1022	240.00

Payment Group Control Number	3052		
Bank Account	999.1010	CASH IN BANK	00002224
Version	LOGIS004V		
Originator	JLIPSKI		
Payment Instrument	Check Payment		
Pay Through Date	12/31/2020		

Payee Number	Name / Mailing Address	Stub Message	Document Ty	Number	Itm	Co	Due Date	Invoice Number	Payment Amount
	AND CONTROL								
	NORTH METRO ANIMAL CARE AND CONTROL 16422 HANSON BLVD NW ANDOVER MN 55304			Summary Total					240.00
				Payment Amount					240.00
112959	PREMIUM WATERS INC	BOTTLED WATER- FIRE DEPT	PV	102194	001	09101	5/31/2020	317559204	40.64
	PREMIUM WATERS INC			Summary Total					40.64
	P O BOX 9128	FIRE DEPT BOTTLED WATER	PV	102195	001	09101	5/20/2020	317537319	63.84
	MINNEAPOLIS MN 55480-9128			Summary Total					63.84
				Payment Amount					104.48
117595	QUADIENT INC	METER JUNE 20-SEPT 20	PV	102056	001	09101	5/21/2020	57607059	108.90
	QUADIENT INC P O BOX 123689 DEPT 3689 DALLAS TX 75312-3689			Summary Total					108.90
				Payment Amount					108.90
114163	RCM SPECIALTIES INC	PATCHING MATERIAL	PV	102057	001	09101	5/26/2020	7507	3,124.17
	RCM SPECIALTIES INC			Summary Total					3,124.17
	12090 MARGO AVENUE SOUTH SUITE B	EMULSION	PV	102193	001	09101	6/8/2020	7521	5,007.80
	HASTINGS MN 55033			Summary Total					5,007.80
				Payment Amount					8,131.97
100418	RDO EQUIPMENT CO	REPAIR GRADER	PV	102058	001	09101	6/4/2020	W0110614	869.30
	RDO TRUST 80-5800	REPAIR GRADER	PV	102058	002	09101	6/4/2020	W0110614	86.93
	P O BOX 7160 FARGO ND 58106-7160			Summary Total					956.23
				Payment Amount					956.23
100440	SHORT ELLIOT HENDRICKSON INC	RAMSEY CENT. WTP MAY 2020	PV	102197	001	09601	6/9/2020	387238	15,311.68
	SHORT ELLIOT HENDRICKSON INC P O BOX 64780			Summary Total					15,311.68

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Payment Group Control Number	3052		
Bank Account	999.1010	CASH IN BANK	00002224
Version	LOGIS004V		
Originator	JLIPSKI		
Payment Instrument	Check Payment		
Pay Through Date	12/31/2020		

Payee Number	Name / Mailing Address	Stub Message	Document Ty	Number	Itm	Co	Due Date	Invoice Number	Payment Amount
	ST PAUL MN 55164-0780								
							Payment Amount		15,311.68
							Total Amount to be Processed		50,757.02
							Total Number of Payments to be Processed		32

Payment Group Control Number 3053
Bank Account 999.1010 CASH IN BANK 00002224
Version LOGIS004V
Originator JLIPSKI
Payment Instrument T A/P ACH Payment
Pay Through Date 12/31/2020

Payee Number	Payee Name / Mailing Address	Stub Message	Document Ty	Number	Itm	Co	Due Date	Invoice Number	Payment Amount
110402	ADVANCE AUTO PARTS	MAY 2020 PURCHASES	PV	102163	001	09101	5/31/2020	053120	92.80
	ADVANCE AUTO PARTS	MAY 2020 PURCHASES	PV	102163	002	09101	5/31/2020	053120	563.27
	AAP FINANCIAL SERVICES	MAY 2020 PURCHASES	PV	102163	003	09101	5/31/2020	053120	25.72
	P O BOX 742063	MAY 2020 PURCHASES	PV	102163	004	09101	5/31/2020	053120	169.86
	ATLANTA GA 30374-2063	MAY 2020 PURCHASES	PV	102163	005	09101	5/31/2020	053120	34.80
						Summary Total			886.45
						Payment Amount			886.45
100017	AIRGAS USA, LLC	MISC GASES	PV	102164	001	09101	5/31/2020	9970826274	32.12
	AIRGAS USA LLC					Summary Total			32.12
	P O BOX 802576								
	CHICAGO IL 60680-2576					Payment Amount			32.12
109256	AMERICAN ENGINEERING TESTING INC	PW FACILITY GEO TESTING	PV	102017	001	09412	5/29/2020	912548	7,500.00
	AMERICAN ENGINEERING TESTING INC					Summary Total			7,500.00
	550 CLEVELAND AVENUE NORTH								
	ST. PAUL MN 55114					Payment Amount			7,500.00
100026	ANDERSON IRRIGATION	REPAIRS ALPINE PARK	PV	102018	001	09101	5/28/2020	07-9212	144.36
	ANDERSON IRRIGATION	REPAIRS ALPINE PARK	PV	102018	002	09101	5/28/2020	07-9212	825.00
	3200 MAIN STREET NE SUITE 240					Summary Total			969.36
	MINNEAPOLIS MN 55448	WORK AT 4 LOCATIONS	PV	102019	001	09101	5/28/2020	07-9216	3,500.00
						Summary Total			3,500.00
		REPAIRS ELMCREST PRK	PV	102020	001	09101	5/28/2020	07-9213	791.27
		REPAIRS ELMCREST PRK	PV	102020	002	09101	5/28/2020	07-9213	1,890.00
						Summary Total			2,681.27
		ELMCREST/CITY HALL	PV	102166	001	09101	6/8/2020	07-9238	684.22
		ELMCREST/CITY HALL	PV	102166	002	09101	6/8/2020	07-9238	135.00
		ELMCREST/CITY HALL	PV	102166	003	09101	6/8/2020	07-9238	122.32
						Summary Total			941.54
						Payment Amount			8,092.17
100031	ANOKA COUNTY	2020 PICTOMETRY FLIGHT	PV	102167	001	09101	5/18/2020	051820	4,138.80
	ANOKA COUNTY					Summary Total			4,138.80
	2100 - 3RD AVENUE								

Payment Group Control Number	3053		
Bank Account	999.1010	CASH IN BANK	00002224
Version	LOGIS004V		
Originator	JLIPSKI		
Payment Instrument	T	A/P ACH Payment	
Pay Through Date	12/31/2020		

Payee Number	Name / Mailing Address	Stub Message	Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount
	ANOKA MN 55303								
				Payment Amount					4,138.80
107587	ANOKA COUNTY TREASURY DEPARTMENT	JOINT POWERS AGREEMENT	PV	102021	001	09101	5/26/2020	ELEC05222019	5,475.93
	ANOKA COUNTY TREASURY DEPARTMENT 2100 THIRD AVENUE ANOKA MN 55303			Summary Total					5,475.93
				Payment Amount					5,475.93
113508	APPRIZE TECHNOLOGY SOLUTIONS	JUNE 2020 ADMIN FEE	PV	102023	001	09101	6/1/2020	20153	360.00
	APPRIZE TECHNOLOGY SOLUTIONS 10405 6TH AVENUE NORTH SUITE 100 PLYMOUTH MN 55441			Summary Total					360.00
				Payment Amount					360.00
116848	BAYCOM INC	LAPTOPS/MISC	PV	102168	001	09101	6/3/2020	EQUIPINV_026980	27,620.00
	BAYCOM INC	LAPTOPS/MISC	PV	102168	002	09101	6/3/2020	EQUIPINV_026980	787.00
	N16 W23217 STONE RIDGE DRIVE # 250	LAPTOPS/MISC	PV	102168	003	09101	6/3/2020	EQUIPINV_026980	2,372.00
	WAUKESHA WI 53188			Summary Total					30,779.00
				Payment Amount					30,779.00
100647	BOLTON AND MENK INC	RAMSEY/2040 SEWER COMP	PV	102169	001	09601	5/26/2020	0250918	77.50
	BOLTON AND MENK INC	RAMSEY/2040 SEWER COMP	PV	102169	002	09601	5/26/2020	0250918	77.50
	1960 PREMIER DRIVE MANKATO MN 56001-5900			Summary Total					155.00
				Payment Amount					155.00
103641	BOYER TRUCKS ROGERS	CLAMPS FOR 662	PV	102024	001	09101	6/2/2020	79355R	26.64
	BOYER TRUCKS			Summary Total					26.64
	P O BOX 18338	MISC PARTS	PV	102025	001	09101	6/3/2020	79416R	81.29
	MINNEAPOLIS MN 55418			Summary Total					81.29
		HOOD SPRINGS	PV	102026	001	09101	6/1/2020	79264R	333.20
				Summary Total					333.20
		MISC PART 565	PV	102133	001	09101	6/9/2020	79658R	14.10

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Bank Account 999.1010 CASH IN BANK 00002224
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Originator JLIPSKI
Payment Instrument T A/P ACH Payment
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				Summary Total					14.10
				Payment Amount					455.23
112019	CENTRAL HYDRAULICS INC	SWIVELS	PV	102027	001	09605	6/1/2020	65358	38.11
	CENTRAL HYDRAULICS INC 21877 INDUSTRIAL COURT ROGERS MN 55374			Summary Total					38.11
				Payment Amount					38.11
116197	CINTAS CORPORATION	UNIFORM CLEANING	PV	102172	001	09101	6/10/2020	4052819326	28.00
	CINTAS CORPORATION	UNIFORM CLEANING	PV	102172	002	09101	6/10/2020	4052819326	4.00
	CINTAS LOC #4K	UNIFORM CLEANING	PV	102172	003	09101	6/10/2020	4052819326	22.62
	P O BOX 650838	UNIFORM CLEANING	PV	102172	004	09101	6/10/2020	4052819326	22.61
	DALLAS TX 75265-0838			Summary Total					77.23
				Payment Amount					77.23
111818	DEANO'S COLLISION SPECIALISTS INC	WORK ON 367	PV	102137	001	09101	6/4/2020	56248	180.00
	DEANO'S COLLISION SPECIALISTS INC 11063 173RD AVENUE ELK RIVER MN 55330			Summary Total					180.00
				Payment Amount					180.00
113306	DEFINITIVE TECHNOLOGY SOLUTIONS INC	MAY/JUNE 2020 CONTRACT	PV	102139	001	09101	5/22/2020	INV202063	317.67
	DEFINITIVE TECHNOLOGY SOLUTIONS INC 9401 JAMES AVENUE SOUTH SUITE 120 BLOOMINGTON MN 55431			Summary Total					317.67
				Payment Amount					317.67
101185	DO ALL PRINTING COM INC	SAFETY CAMP 2020	PV	102138	001	09290	5/27/2020	47647	93.75
	DO ALL PRINTING COM INC			Summary Total					93.75
	6360 HIGHWAY 10 NW	SIGNS- ADOPT A SPOT	PV	102214	001	09101	6/16/2020	47838	353.50
	RAMSEY MN 55303			Summary Total					353.50
				Payment Amount					447.25

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Version LOGIS004V
Originator JLIPSKI
Payment Instrument T A/P ACH Payment
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Payee Number	Name / Mailing Address	Stub Message	Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount
100158	ECM PUBLISHERS INC	PUMA ST IMPROV BIDS	PV	102175	001	09437	6/5/2020	779103	322.50
	ECM PUBLISHERS INC 4095 COON RAPIDS BLVD COON RAPIDS MN 55433				Summary Total				322.50
					Payment Amount				322.50
108737	EMERGENCY AUTOMOTIVE TECHNOLOGY INC	WORK ON 373	PV	102140	001	09101	6/3/2020	DL060320-20	47.30
	EMERGENCY AUTOMOTIVE TECHNOLOGY INC				Summary Total				47.30
	2755 GENEVA AVE N	WORK ON 372	PV	102141	001	09702	6/4/2020	DL05292020A	346.01
	OAKDALE MN 55128				Summary Total				346.01
		GORHINO STEEL WRAPS 372	PV	102142	001	09702	5/29/2020	DL052920-20	372.85
					Summary Total				372.85
		BLACK FLANGE 372	PV	102143	001	09702	6/3/2020	DL052920-21	9.45
					Summary Total				9.45
		PD ATV LIGHTS	PV	102144	001	09101	3/31/2020	NV02062026A	387.44
					Summary Total				387.44
		WHELEN MINI RED/WHITE 372	PV	102178	001	09702	6/5/2020	DL05292021A	145.00
					Summary Total				145.00
		SIREN HOUSING 372	PV	102179	001	09702	6/5/2020	DL060520-21	203.37
					Summary Total				203.37
					Payment Amount				1,511.42
113321	FACTORY MOTOR PARTS CO	OIL FILTERS/SPLASHWASH	PV	102207	001	09101	6/10/2020	6-1565667	14.28
	FACTORY MOTOR PARTS CO	OIL FILTERS/SPLASHWASH	PV	102207	002	09101	6/10/2020	6-1565667	29.88
	BIN 139107 P O BOX 9107 MINNEAPOLIS MN 55480-9107				Summary Total				44.16
					Payment Amount				44.16
107737	FINANCE AND COMMERCE INC	PUMA STREET IMPROV BIDS	PV	102180	001	09437	6/5/2020	744732682	241.35
	FINANCE AND COMMERCE INC SDS 12-2619				Summary Total				241.35

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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	12/31/2020		

Payee Number	Name / Mailing Address	Stub Message	Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount
	P O BOX 86 MINNEAPOLIS MN 55486-2619								
				Payment Amount					241.35
100200	GOPHER STATE ONE CALL INC	346 TICKETS MAY 2020	PV	102146	001	09601	5/31/2020	0050687	155.70
	GOPHER STATE ONE CALL 7223 PARKWAY DRIVE SUITE 210	346 TICKETS MAY 2020	PV	102146	002	09601	5/31/2020	0050687	155.70
		346 TICKETS MAY 2020	PV	102146	003	09601	5/31/2020	0050687	155.70
	HANOVER MD 21076-1317			Summary Total					467.10
				Payment Amount					467.10
100650	GRAINGER	BALL VALVE/LEATHER GLOVES	PV	102031	001	09101	6/3/2020	9549718436	47.40
	GRAINGER INC	BALL VALVE/LEATHER GLOVES	PV	102031	002	09101	6/3/2020	9549718436	2.85
	DEPT. 806511127			Summary Total					50.25
	PALATINE IL 60038-0001	BATTERY	PV	102183	001	09101	6/8/2020	9553940892	107.07
				Summary Total					107.07
				Payment Amount					157.32
100211	HAWKINS INC	CHEMICALS	PV	102205	001	09601	6/8/2020	4729379	4,811.83
	HAWKINS INC P O BOX 860263 MINNEAPOLIS MN 55486-0263			Summary Total					4,811.83
				Payment Amount					4,811.83
112475	INNOVATIVE OFFICE SOLUTIONS	MISC OFFICE SUPPLIES	PV	102149	001	09101	6/2/2020	IN2989186	157.37
	INNOVATIVE OFFICE SOLUTIONS	MISC OFFICE SUPPLIES	PV	102149	002	09101	6/2/2020	IN2989186	29.93
	P O BOX 860627			Summary Total					187.30
	MINNEAPOLIS MN 55486-0001	OFFICE SUPPLIES	PV	102208	001	09101	6/10/2020	IN2997089	80.31
				Summary Total					80.31
				Payment Amount					267.61
107763	JEFFERSON FIRE AND SAFETY INC	NO CONTACT THERMOMETERS	PV	102184	001	09101	6/5/2020	IN118712	300.00

Payment Group Control Number	3053		
Bank Account	999.1010	CASH IN BANK	00002224
Version	LOGIS004V		
Originator	JLIPSKI		
Payment Instrument	T	A/P ACH Payment	
Pay Through Date	12/31/2020		

Payee Number	Name / Mailing Address	Stub Message	Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount
	JEFFERSON FIRE AND SAFETY INC 7620 DONNA DRIVE MIDDLETON WI 53562			Summary Total					300.00
				Payment Amount					300.00
100266	LOGIS	JUNE 2020 SERVICE	PV	102034	001	09101	6/1/2020	48842	17,261.00
	LOCAL GOVERNMENT INFORMATION SYSTEMS ASS			Summary Total					17,261.00
	5750 DULUTH STREET	NETWORK SER 5/16/2020	PV	102150	001	09101	5/31/2020	48815	31.25
	GOLDEN VALLEY MN 55422-4036	NETWORK SER 5/16/2020	PV	102150	002	09101	5/31/2020	48815	406.25
				Summary Total					437.50
				Payment Amount					17,698.50
113658	MARCO	JUNE 2020 SERVICE	PV	102151	001	09101	6/1/2020	INV7642276	60.00
	MARCO NW 7128 PO BOX 1450 MINNEAPOLIS MN 55485-7128			Summary Total					60.00
				Payment Amount					60.00
100283	MENARDS COON RAPIDS	MISC PARTS	PV	102035	001	09101	6/2/2020	28243	77.73
	MENARDS COON RAPIDS			Summary Total					77.73
	3045 MAIN STREET	GREEN TREATED LUMBER	PV	102036	001	09101	6/3/2020	28326	138.49
	COON RAPIDS MN 55433			Summary Total					138.49
		GREEN TREATED LUMBER	PV	102037	001	09101	6/3/2020	28330	8.69
				Summary Total					8.69
				Payment Amount					224.91
100285	MET COUNCIL ENVIRONMENTAL SRV	WASTEWATER JULY 2020	PV	102040	001	09602	6/8/2020	0001111206	71,133.24
	MET COUNCIL ENVIRONMENTAL SRV P O BOX 856513 MINNEAPOLIS MN 55485-6513			Summary Total					71,133.24
				Payment Amount					71,133.24
100341	MTI DISTRIBUTING INC	SPINDLE/BOLT-BLADE	PV	102039	001	09101	5/28/2020	1257205-00	483.76
	MTI DISTRIBUTING INC SDS 12-1900			Summary Total					483.76

Payment Group Control Number	3053		
Bank Account	999.1010	CASH IN BANK	00002224
Version	LOGIS004V		
Originator	JLIPSKI		
Payment Instrument	T	A/P ACH Payment	
Pay Through Date	12/31/2020		

Payee Number	Name / Mailing Address	Stub Message	Document Ty	Number	Itm	Co	Due Date	Invoice Number	Payment Amount
	P O BOX 86 MINNEAPOLIS MN 55486-1900								
				Payment Amount					483.76
100354	NEWMAN SIGNS INC	SIGN MATERIAL	PV	102188	001	09101	6/10/2020	TRFINV021874	189.04
	NEWMAN SIGNS INC PO BOX 1728 JAMESTOWN ND 58402-1728								
				Summary Total					189.04
				Payment Amount					189.04
114239	NORTH AMERICAN SAFETY	SAFETY VESTS	PV	102189	001	09101	6/9/2020	INV51475	162.34
	NORTH AMERICAN SAFETY 326 S. ASH STREET BELLE PLAINE MN 56011								
				Summary Total					162.34
				Payment Amount					162.34
100988	NORTHERN SAFETY TECHNOLOGY	AMBER LIGHTS	PV	102212	001	09101	6/9/2020	50540	91.64
	NORTHERN SAFETY TECHNOLOGY 5708 UPPER 147TH STREET W SUITE 107 APPLE VALLEY MN 55124								
				Summary Total					91.64
				Payment Amount					91.64
115232	NORTHERN TECHNOLOGIES LLC	RIVERSTONE 4TH APR/MAY 2020	PV	102190	001	09804	5/23/2020	34913	1,474.65
	NORTHERN TECHNOLOGIES LLC 3522 4TH AVENUE S FARGO ND 58103								
				Summary Total					1,474.65
				Payment Amount					1,474.65
115071	NORTHLAND OCCUPATIONAL HEALTH	PRE EMPLOY SCREENING	PV	102044	001	09101	6/1/2020	6785	50.00
	NORTHLAND OCCUPATIONAL HEALTH								
				Summary Total					50.00
	7533 SUNWOOD DRIVE NW SUITE 212	PRE EMPLOY SCREENING	PV	102045	001	09101	6/1/2020	6790	50.00
	RAMSEY MN 55303								
				Summary Total					50.00
		PRE EMPLOY SCREENING	PV	102046	001	09101	6/1/2020	6767	50.00
				Summary Total					50.00

CITY OF RAMSEY
Create Payment Control Groups

Payment Group Control Number	3053		
Bank Account	999.1010	CASH IN BANK	00002224
Version	LOGIS004V		
Originator	JLIPSKI		
Payment Instrument	T A/P ACH Payment		
Pay Through Date	12/31/2020		

Payee Number	Name / Mailing Address	Stub Message	Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount
		PRE EMPLOY SCREENING	PV	102047	001	09101	5/29/2020	6761	50.00
				Summary Total					50.00
		PRE EMPLOY SCREENING	PV	102048	001	09101	6/1/2020	6802	50.00
				Summary Total					50.00
		PRE EMPLOY SCREENING	PV	102049	001	09101	6/1/2020	6801	50.00
				Summary Total					50.00
		PRE EMPLOY SCREENING	PV	102050	001	09101	6/3/2020	6815	50.00
				Summary Total					50.00
		DOT DRUG SCREEN	PV	102051	001	09101	6/1/2020	6805	150.00
				Summary Total					150.00
		QTR RANDOMS	PV	102213	001	09101	6/10/2020	6904	200.00
				Summary Total					200.00
				Payment Amount					700.00
110547	NORTHWEST LIGHTING SYSTEMS CO.	MISC BULBS	PV	102052	001	09101	6/1/2020	116783	184.25
	NORTHWEST LIGHTING SYSTEMS CO.	MISC BULBS	PV	102052	002	09101	6/1/2020	116783	252.00
	746 CRAIG AVENUE TRACY MN 56175			Summary Total					436.25
				Payment Amount					436.25
110480	OPUS 21 MANAGEMENT SOLUTIONS	APRIL 2020 SERVICE	PV	102054	001	09601	5/28/2020	200477	2,616.81
	OPUS 21 MANAGEMENT SOLUTIONS	APRIL 2020 SERVICE	PV	102054	002	09601	5/28/2020	200477	2,616.81
	680 COMMERCE DRIVE SUITE 160 WOODBURY MN 55125	APRIL 2020 SERVICE	PV	102054	003	09601	5/28/2020	200477	2,616.81
		APRIL 2020 SERVICE	PV	102054	004	09601	5/28/2020	200477	2,616.81
		APRIL 2020 SERVICE	PV	102054	005	09601	5/28/2020	200477	2,616.81
				Summary Total					13,084.05
				Payment Amount					13,084.05
112421	PERRILL	JUNE 2020 ROW WEB APP	PV	102053	001	09101	6/1/2020	251541	200.00
	PERRIL 110 CHESHIRE LANE SUITE 105 MINNETONKA MN 55305			Summary Total					200.00
				Payment Amount					200.00

Payment Group Control Number	3053		
Bank Account	999.1010	CASH IN BANK	00002224
Version	LOGIS004V		
Originator	JLIPSKI		
Payment Instrument	T A/P ACH Payment		
Pay Through Date	12/31/2020		

Payee Number	Payee Name / Mailing Address	Stub Message	Document Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount
114134	PHASOR ELECTRIC COMPANY	REPAIR STREET LIGHT	PV	102055	001	09101	5/29/2020	047596	263.00
	PHASOR ELECTRIC COMPANY			Summary Total					263.00
	2160 108TH LANE NE	REPLACE BULBS WITH LED	PV	102191	001	09101	6/5/2020	047601	672.00
	BLAINE MN 55449			Summary Total					672.00
		ALPINE/SUNFISH LIGHT REPAIR	PV	102192	001	09101	6/5/2020	047602	150.00
				Summary Total					150.00
				Payment Amount					1,085.00
111488	POPP.COM INC	MAY 2020 SERVICE	PV	102156	001	09101	5/31/2020	992618223	88.55
	POPP.COM INC	MAY 2020 SERVICE	PV	102156	002	09101	5/31/2020	992618223	39.35
	620 MENDELSSOHN AVE NO SUITE 101	MAY 2020 SERVICE	PV	102156	003	09101	5/31/2020	992618223	49.19
	GOLDEN VALLEY MN 55427	MAY 2020 SERVICE	PV	102156	004	09101	5/31/2020	992618223	186.92
		MAY 2020 SERVICE	PV	102156	005	09101	5/31/2020	992618223	29.51
		MAY 2020 SERVICE	PV	102156	006	09101	5/31/2020	992618223	113.14
		MAY 2020 SERVICE	PV	102156	007	09101	5/31/2020	992618223	44.27
		MAY 2020 SERVICE	PV	102156	008	09101	5/31/2020	992618223	109.32
		MAY 2020 SERVICE	PV	102156	009	09101	5/31/2020	992618223	87.36
		MAY 2020 SERVICE	PV	102156	010	09101	5/31/2020	992618223	107.00
		MAY 2020 SERVICE	PV	102156	011	09101	5/31/2020	992618223	58.14
				Summary Total					912.75
				Payment Amount					912.75
117396	RIHM KENWORTH	MARKER LIGHT	PV	102059	001	09101	6/2/2020	3050336G	46.20
	RIHM KENWORTH 425 CONCORD STREET S SOUTH ST PAUL MN 55075			Summary Total					46.20
				Payment Amount					46.20
117285	RUM RIVER CONSTRUCTION CONSULTANTS	MAY 2020 BUILDING INSPECTIONS	PV	102196	001	09101	6/5/2020	269	4,125.00
	RUM RIVER CONSTRUCTION CONSULTANTS 32134 111 1\2 STREET PRINCETON MN 55371			Summary Total					4,125.00
				Payment Amount					4,125.00

R04570

CITY OF RAMSEY
Create Payment Control Groups

Payment Group Control Number	3053		
Bank Account	999.1010	CASH IN BANK	00002224
Version	LOGIS004V		
Originator	JLIPSKI		
Payment Instrument	T A/P ACH Payment		
Pay Through Date	12/31/2020		

Payee Number	Name / Mailing Address	Stub Message	Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount
100453	SRF CONSULTING GROUP INC	PW FACILITY MAY 2020	PV	102060	001	09412	5/31/2020	13361.02-2	750.00
	SRF CONSULTING GROUP INC ONE CARLSON PARKWAY NORTH SUITE 150 MINNEAPOLIS MN 55447-4443					Summary Total			750.00
						Payment Amount			750.00
100469	STREICHER'S POLICE EQUIPMENT	CUFF HOLDER/BELT	PV	102157	001	09101	6/2/2020	I1433738	89.97
	STREICHER'S POLICE EQUIPMENT					Summary Total			89.97
	10911 WEST HWY 55	BOOTS J. BAGNE	PV	102158	001	09101	6/2/2020	I1433759	149.99
	MINNEAPOLIS MN 55441					Summary Total			149.99
		CUFF HOLDER	PV	102159	001	09101	6/2/2020	I1433783	29.99
						Summary Total			29.99
		CANISTER FILTER-RIOT AGENT	PV	102160	001	09101	6/2/2020	I1433737	1,116.00
		CANISTER FILTER-RIOT AGENT	PV	102160	002	09101	6/2/2020	I1433737	1,998.00
						Summary Total			3,114.00
		MISC SUPPLIES	PV	102198	001	09101	6/8/2020	I1434892	589.65
						Summary Total			589.65
		MISC PD SUPPLIES	PV	102199	001	09101	6/8/2020	I1434857	1,710.00
						Summary Total			1,710.00
		MISC PD SUPPLIES	PV	102200	001	09101	6/5/2020	I1434543	478.00
						Summary Total			478.00
						Payment Amount			6,161.60
100485	TIMESAVER OFF SITE SECRETARIAL INC	MAY 2020 MEETINGS	PV	102161	001	09101	5/29/2020	M25670	980.75
	TIMESAVER OFF SITE SECRETARIAL INC 5291 RIVER OAK DRIVE SAVAGE MN 55378					Summary Total			980.75
						Payment Amount			980.75
106351	WATER LABORATORIES, INC	MAY 2020 WATER TESTING	PV	102162	001	09601	6/2/2020	8013	665.00

CITY OF RAMSEY
Create Payment Control Groups

Payment Group Control Number	3053		
Bank Account	999.1010	CASH IN BANK	00002224
Version	LOGIS004V		
Originator	JLIPSKI		
Payment Instrument	T A/P ACH Payment		
Pay Through Date	12/31/2020		

Payee Number	Payee Name / Mailing Address	Stub Message	Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount
	WATER LABORATORIES, INC 333 EAST MAIN STREET PO BOX 388 ELK RIVER MN 55330								
				Summary Total					665.00
				Payment Amount					665.00
100539	WRIGHT TIRE SERVICE INC	1 TIRE- MOW TRAILER	PV	102217	001	09101	6/15/2020	80186	60.89
	WRIGHT TIRE SERVICE INC 710 WEST MAIN STREET ANOKA MN 55303								
				Summary Total					60.89
				Payment Amount					60.89
112515	WSB AND ASSOCIATES INC	2040 COMP PLAN APR 2020	PV	102201	001	09101	5/28/2020	0-001973-160-32	1,428.00
	WSB AND ASSOCIATES INC 701 XENIA AVENUE SOUTH SUITE 300 MINNEAPOLIS MN 55416								
				Summary Total					1,428.00
		2020 GEN PLAN APR 2020	PV	102202	001	09804	5/28/2020	R-015204-000-4	1,641.62
		2020 GEN PLAN APR 2020	PV	102202	002	09804	5/28/2020	R-015204-000-4	1,641.63
		2020 GEN PLAN APR 2020	PV	102202	003	09804	5/28/2020	R-015204-000-4	743.75
		2020 GEN PLAN APR 2020	PV	102202	004	09804	5/28/2020	R-015204-000-4	446.25
		2020 GEN PLAN APR 2020	PV	102202	005	09804	5/28/2020	R-015204-000-4	4,244.25
		2020 GEN PLAN APR 2020	PV	102202	006	09804	5/28/2020	R-015204-000-4	59.50
				Summary Total					8,777.00
				Payment Amount					10,205.00
100541	ZARNOTH BRUSH WORKS INC	SWEEPER BROOM REPLACEMENT	PV	102203	001	09605	5/26/2020	0180558	450.00
	ZARNOTH BRUSH WORKS INC PO BOX 141 CHILTON WI 53014-0141								
				Summary Total					450.00
				Payment Amount					450.00
				Total Amount to be Processed					198,438.82
				Total Number of Payments to be Processed					48

IP

APR 15 2020

EHLERS
BOND TRUST SERVICES

Debt Service Statement

City of Ramsey
7550 Sunwood Dr NW
Ramsey, MN 55303-5137

Statement #: 56491
Statement Date: April 14, 2020

RE: $1,650,000.00 General Obligation Street Reconstruction Bonds, Series 2016A

Debt Service Date	CUSIP	Principal	Interest	Total Due
06-15-2020	751813	$0.00	$11,850.00	**$11,850.00**

Payment Instructions

WIRES due by June 12, 2020
Wells Fargo Bank, San Francisco, CA
ABA #: ~~121000248~~
BNF: BTSC Paying Agent Account
Account #: 4126695238
Ref: 328798

CHECKS due by June 8, 2020
Make check payable to:
Bond Trust Services Corporation
Ref: 328798
Send to:
Bond Trust Services Corporation
Attn: Accounts Receivable
3060 Centre Pointe Drive, Suite 110
Roseville, MN 55113-1105

Please direct any questions to:
Accounts Receivable
(651) 209-1010

Vendor # 114740
9352.661
Date Rec'd: 4/15 Total Due: 11,850
Reviewed By:
Dept Approval:

For your convenience, multiple Statements/Invoices may be combined in one payment.
Thank you for your business!

IP

APR 15 2020

EHLERS
BOND TRUST SERVICES

Debt Service Statement

City of Ramsey
7550 Sunwood Dr NW
Ramsey, MN 55303-5137

Statement #: 56493
Statement Date: April 14, 2020

RE: $1,175,000.00 General Obligation Street Reconstruction Bonds, Series 2018A

Debt Service Date	CUSIP	Principal	Interest	Total Due
06-15-2020	751813	$0.00	$16,200.00	**$16,200.00**

Payment Instructions

WIRES due by June 12, 2020
Wells Fargo Bank, San Francisco, CA
ABA #: 121000248
BNF: BTSC Paying Agent Account
Account #: 4126695238
Ref: 331711

CHECKS due by June 8, 2020
Make check payable to:
Bond Trust Services Corporation
Ref: 331711
Send to:
Bond Trust Services Corporation
Attn: Accounts Receivable
3060 Centre Pointe Drive, Suite 110
Roseville, MN 55113-1105

Please direct any questions to:
Accounts Receivable
(651) 209-1010

Vendor # 114740
9354 6.17
Date Rec'd. 4/15 Total Due: 16,200
Reviewed By:
Dept Approval

For your convenience, multiple Statements/Invoices may be combined in one payment.
Thank you for your business!

IP

RECEIVED
APR 15 2020
BY

EHLERS
BOND TRUST SERVICES

Debt Service Statement

City of Ramsey
7550 Sunwood Dr NW
Ramsey, MN 55303-5137

Statement #: 56492
Statement Date: April 14, 2020

RE: $895,000.00 General Obligation Street Reconstruction Bonds, Series 2017A

Debt Service Date	CUSIP	Principal	Interest	Total Due
06-15-2020	751813	$0.00	$6,830.00	**$6,830.00**

Payment Instructions

WIRES due by June 12, 2020
Wells Fargo Bank, San Francisco, CA
ABA #: 121000248
BNF: BTSC Paying Agent Account
Account #: 4126695238
Ref: 329814

CHECKS due by June 8, 2020
Make check payable to:
Bond Trust Services Corporation
Ref: 329814
Send to:
Bond Trust Services Corporation
Attn: Accounts Receivable
3060 Centre Pointe Drive, Suite 110
Roseville, MN 55113-1105

Please direct any questions to:
Accounts Receivable
(651) 209-1010

Vendor # 114740
93536617
Date Rec'd: 4/15 Total Due: 6830
Reviewed By:
Dept Approval:

For your convenience, multiple Statements/Invoices may be combined in one payment.
Thank you for your business!

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RECEIVED
APR 15 2020

EHLERS
BOND TRUST SERVICES

Debt Service Statement

City of Ramsey
7550 Sunwood Dr NW
Ramsey, MN 55303-5137

Statement #: 56488
Statement Date: April 14, 2020

RE: $875,000.00 General Obligation Equipment Certificates, Series 2014A

Debt Service Date	CUSIP	Principal	Interest	Total Due
06-15-2020	751813	$0.00	$4,823.75	**$4,823.75**

Payment Instructions

WIRES due by June 12, 2020
Wells Fargo Bank, San Francisco, CA
ABA #: 121000248
BNF: BTSC Paying Agent Account
Account #: 4126695238
Ref: 327537

CHECKS due by June 8, 2020
Make check payable to:
Bond Trust Services Corporation
Ref: 327537
Send to:
Bond Trust Services Corporation
Attn: Accounts Receivable
3060 Centre Pointe Drive, Suite 110
Roseville, MN 55113-1105

Please direct any questions to:
Accounts Receivable
(651) 209-1010

Vendor# 114740
93.99 . 6611
Date Rec'd: 4/15 Total Due: 4823.75
Reviewed By:
Dept Approval:

For your convenience, multiple Statements/Invoices may be combined in one payment.
Thank you for your business!

IP

RECEIVED
APR 15 2020

EHLERS
BOND TRUST SERVICES

Paying Agent Fee Invoice

City of Ramsey
7550 Sunwood Dr NW
Ramsey, MN 55303-5137

Invoice #: 56683
Invoice Date: 4/14/2020

Re: $1,175,000.00 General Obligation Street Reconstruction Bonds, Series 2018A

Due Date: 6/15/2020	Paying Agent Fee: $475.00

Payment Instructions

Terms: Upon Receipt

Make check payable to:

Bond Trust Services Corporation
Ref: 56683-PA

Send to:

Bond Trust Services Corporation
Attn: Accounts Receivable
3060 Centre Pointe Drive, Suite 110
Roseville, MN 55113-1105

Please direct any questions to:

Accounts Receivable
(651) 209-1010

X

Vendor # 114740
9359 6611
Date Rec'd: 4/15 Total Due: 475.-
Reviewed By:
Dept Approval: AB

RECEIVED
APR 15 2020

EHLERS
BOND TRUST SERVICES

Paying Agent Fee Invoice

City of Ramsey
7550 Sunwood Dr NW
Ramsey, MN 55303-5137

Invoice #: 56682
Invoice Date: 4/14/2020

Re: $895,000.00 General Obligation Street Reconstruction Bonds, Series 2017A

Due Date: 6/15/2020	Paying Agent Fee: $475.00

Payment Instructions

Terms: Upon Receipt

Make check payable to:

Bond Trust Services Corporation
Ref: 56682-PA

Send to:

Bond Trust Services Corporation
Attn: Accounts Receivable
3060 Centre Pointe Drive, Suite 110
Roseville, MN 55113-1105

Please direct any questions to:

Accounts Receivable
(651) 209-1010

Vendor # 114740
9353 6611
Date Rec'd: 4/15 Total Due: 475
Reviewed By:
Dept Approval:

TR

RECEIVED
APR 15 2020

EHLERS
BOND TRUST SERVICES

Paying Agent Fee Invoice

City of Ramsey
7550 Sunwood Dr NW
Ramsey, MN 55303-5137

Invoice #: 56681
Invoice Date: 4/14/2020

Re: $1,650,000.00 General Obligation Street Reconstruction Bonds, Series 2016A

Due Date:	6/15/2020	Paying Agent Fee:	$475.00

Payment Instructions

Terms: Upon Receipt

Make check payable to:

Bond Trust Services Corporation
Ref: 56681-PA

Send to:

Bond Trust Services Corporation
Attn: Accounts Receivable
3060 Centre Pointe Drive, Suite 110
Roseville, MN 55113-1105

Please direct any questions to:

Accounts Receivable
(651) 209-1010

Vendor # 114740
9352 . 60310
Date Rec'd: 4/15 Total Due: 475
Reviewed By:
Dept Approval:

IP

RECEIVED
APR 15 2020
BY:

EHLERS
BOND TRUST SERVICES

Paying Agent Fee Invoice

City of Ramsey
7550 Sunwood Dr NW
Ramsey, MN 55303-5137

Invoice #: 56680
Invoice Date: 4/14/2020

Re: $875,000.00 General Obligation Equipment Certificates, Series 2014A

Due Date: 6/15/2020	Paying Agent Fee: $475.00

Payment Instructions

Terms: Upon Receipt

Make check payable to:

Bond Trust Services Corporation
Ref: 56680-PA

Send to:

X Bond Trust Services Corporation
Attn: Accounts Receivable
3060 Centre Pointe Drive, Suite 110
Roseville, MN 55113-1105

Please direct any questions to:

Accounts Receivable
(651) 209-1010

Vendor# 114740
2345 6310
Date Rec'd: 4/15 Total Due: 475
Reviewed By:
Dept Approval:

DP

NORTHLAND TRUST SERVICES
150 S. Fifth Street, Suite 3300
Minneapolis, MN 55402
Phone 612-851-4931
Fax 612-851-4933

INVOICE

RECEIVED APR 15 REC'D

CITY OF RAMSEY
ATTN: FINANCE OFFICER
7550 SUNWOOD DRIVE NW
RAMSEY MN 55303-5137

04/03/2020
RAMS12A

#107244

$193,906.26

RE: CITY OF RAMSEY, MINNESOTA
$16,875,000 GENERAL OBLIGATION CAPITAL IMPROVEMENT PLAN BONDS, SERIES 2012A

Debt Service: 06/15/2020

9339,6611

Principal:	0.00
Interest:	193,906.26
Total Principal & Interest:	193,906.26
Less Cash on Hand (Escrow Funds)	(0.00)
Paying Agent Annual Fee	0.00

Total Amount Due: 193,906.26

IF PAYING BY WIRE, PLEASE NOTIFY US VIA EMAIL

Thank you for your business!

CHECK PAYMENTS due: 06-08-2020

Make Checks payable to:
NORTHLAND TRUST SERVICES INC.

WIRE PAYMENTS due: 06-10-2020

Wells Fargo Bank, San Francisco, CA
ABA: 121-000-248
ACCT: 143-6412710 Northland Trust Services
REF: Issuer name & series number

***MN SCHOOL DISTRICTS should wire funds 3 days prior to debt service date according to State Credit Enhancement requirements.**

ACH PAYMENTS due: 06-10-2020

Wells Fargo Bank, Minneapolis, MN
ABA: 091-000-019
CHECKING ACCT: 143-6412710
REF: Issuer name & series number

If you have questions please contact:

Rhonda Magee
PH:612-851-4931
rmagee@northlandtrust.com

Scott Miles
PH: 612-851-5914
smiles@northlandtrust.com

TP

NORTHLAND TRUST SERVICES
150 S. Fifth Street, Suite 3300
Minneapolis, MN 55402
Phone 612-851-4931
Fax 612-851-4933

RECEIVED APR 15 REC'D

INVOICE

#107244
9340-6611

CITY OF RAMSEY
ATTN: FINANCE OFFICER
7550 SUNWOOD DRIVE NW
RAMSEY MN 55303-5137

04/03/2020
RAMS11B

RE: CITY OF RAMSEY, MINNESOTA
$3,090,000 GENERAL OBLIGATION
IMPROVEMENT CROSSOVER REFUNDING
BOND, SERIES 2011B

Debt Service: 06/15/2020

Principal:	0.00
Interest:	20,668.75
Total Principal & Interest:	20,668.75
Less Cash on Hand (Escrow Funds)	(0.00)
Paying Agent Annual Fee	0.00

Total Amount Due: 20,668.75

IF PAYING BY WIRE, PLEASE NOTIFY US VIA EMAIL

CHECK PAYMENTS due: 06-08-2020

Make Checks payable to:
NORTHLAND TRUST SERVICES INC.

WIRE PAYMENTS due: 06-10-2020

Wells Fargo Bank, San Francisco, CA
ABA: 121-000-248
ACCT: 143-6412710 Northland Trust Services
REF: Issuer name & series number

***MN SCHOOL DISTRICTS should wire funds 3 days prior to debt service date according to State Credit Enhancement requirements.**

Thank you for your business!

ACH PAYMENTS due: 06-10-2020

Wells Fargo Bank, Minneapolis, MN
ABA: 091-000-019
CHECKING ACCT: 143-6412710
REF: Issuer name & series number

If you have questions please contact:

Rhonda Magee
PH:612-851-4931
rmagee@northlandtrust.com

Scott Miles
PH: 612-851-5914
smiles@northlandtrust.com

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #20-126

RESOLUTION APPROVING CASH DISBURSEMENTS MADE AND AUTHORIZING PAYMENT OF ACCOUNTS PAYABLE INVOICING RECEIVED DURING THE PERIOD OF JUNE 4, 2020 THROUGH JUNE 17, 2020

WHEREAS, the City of Ramsey Finance Department has made cash disbursements and received accounts payable invoicing during the period of June 4, 2020, through June 17, 2020, in the amount of $ 1,019,017.44 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 June 4, 2020, through June 17, 2020, in the amount of $ 1,019,017.44.

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:

Acting Mayor
Councilmember
Councilmember
Councilmember
Councilmember
Councilmember

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 23rd day of June, 2020.

_____
Mayor

ATTEST:

_____
City Clerk

CC Regular Session **5. 10.**

Meeting Date: 06/23/2020

By: Chris Anderson, Community Development

Information

Title

Adopt Resolution #20-101 Granting an Amended Conditional Use Permit for the Property Located at 6750 Highway 10 NW (Project No. 20-108); Case of 22 Properties LLC

Purpose/Background:

The City has received an application from 22 Properties, LLC (the "Applicant") for an Amended Conditional Use Permit related to the motor vehicle sales and detailing services operation (Diamond Auto) at 6750 Highway 10 NW (the "Subject Property"). The Applicant is seeking an extension to the timeframes outlined in the current Conditional Use Permit (CUP) relating to certain required improvements.

Notification:

Staff published the Notice of Public Hearing in the Anoka County UnionHerald. City Staff also attempted to notify all property owners within 350 feet of the Subject Property, per Anoka County property records, of the request by U.S. Mail.

Notification is not required for this particular meeting, and has not been provided.

Observations/Alternatives:

The current CUP, which was approved in May of 2018, including a phased pavement installation plan to bring the Subject Property into compliance with City Code Section 117-115 (B-2 Highway Business District). There were two areas the Applicant sought to use as part of the motor vehicle sales and detailing operation that, at the time, were unimproved (e.g. dirt and/or grass). The approved CUP included a condition outlining the timeframes by which paving was to be installed. The smaller area was to be completed by the end of June, 2020, and the larger area was to be paved by the end of June, 2023.

The Applicant contacted the City in mid April to request an extension to those established timeframes. The Applicant noted that, due to the COVID-19 pandemic and its associated economic impacts, he was not in a financial position to complete the first phase of paving, which was to be completed by the end of June, 2020. The Applicant has requested that the timeframes each be extended by two years; the smaller area to be paved by the end of June, 2022 and the larger area to be paved by the end of June, 2025.

It should be noted that there are two existing Zoning Code provisions that need attention/correction. One involves temporary signage being displayed and the other involves the light fixtures illuminating the parking/display areas. More specifically to the light fixtures, the parking lot lighting is creating additional illumination onto the eastbound Highway 10 lanes. The City has received a complaint on this topic.

While Staff is supportive of the request to amend the CUP based on the economic hardships resulting from the pandemic, this also represents an opportunity to correct these two additional items. It should be noted that a notice of violation has not been sent to the Applicant. This is not a case in which an individual has been resistant to bring a property into compliance with City Code. However, with the current request, it seems that these would be reasonable conditions to include in the Amended Conditional Use Permit. The Amended Conditional Use Permit does address both of these issues and includes specified timeframes (30 days after approval to remove temporary signage and 90 days after approval to correct the light fixtures).

The attached draft Amended Conditional Use Permit was created with track changes on so that the proposed modifications are clear for the Planning Commission and City Council.

The Planning Commission conducted a Public Hearing on this request at their June 4, 2020 meeting. There were no written or verbal comments received.

Alternatives

Alternative 1: Motion to approve Resolution #20-101 granting an Amended Conditional Use Permit for 6750 Highway 10 NW that extends the deadlines to complete the required paving upgrades. Due to the economic impact related to COVID-19, it does seem reasonable to approve an extension to the timeframes for completing the paving improvements on the Subject Property. This also aides in bringing the Subject Property into compliance with lighting and signage standards.

Alternative 2: Motion to approve a modified version of Resolution #20-101 granting an Amended Conditional Use Permit without incorporating conditions to address code violations related to lighting and signage. While these unrelated violations could be addressed through the code enforcement program, it seems the more prudent approach would simply be to incorporate those conditions into the Amended Conditional Use Permit.

Alternative 3: Motion to not approve an Amended Conditional Use Permit. This action would result in the Applicant having to make the necessary paving upgrades prior to the end of June, 2020 or be in violation of the terms of the Conditional Use Permit. No one could have anticipated the current pandemic and the associated economic hardships it has caused.

Funding Source:

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

Recommendation:

The Planning Commission recommends approving the request for an Amended Conditional Use Permit to extend the deadlines to complete the necessary paving improvements on the Subject Property (Alternative #1).

Action:

Motion to adopt Resolution #20-101 approving an Amended Conditional Use Permit for Diamond Auto at 6750 Highway 10 NW.

Attachments

Site Location Map

Updated Pavement Phasing Plan

Lighting and Signage Photos

Draft Planning Commission Meeting Minutes Dated June 4, 2020

Resolution #20-101: Draft Amended Conditional Use Permit

Form Review

Inbox	Reviewed By	Date
Chris Anderson (Originator)	Chris Anderson	06/11/2020 04:34 PM
Tim Gladhill	Tim Gladhill	06/18/2020 09:29 AM
Kurt Ulrich	Kurt Ulrich	06/18/2020 09:50 AM
Form Started By: Chris Anderson		Started On: 06/11/2020 04:01 PM
Final Approval Date: 06/18/2020		

Site Location Map

DIAMOND AUTO			REV
6750 HWY 10 NW, RAMSEY, MN 55303			BY
DRAWN BY	DATE		DATE
	02/27/2018		

SHEET NO. 2 OF 3

PARKING LAYOUT (APPROXIMATE)

Scale: 1/32" = 1'-0"

DIAMOND

DIAMOND
Auto Inc

WELCOME
DIAMOND
Auto Inc
DIAMOND
Auto Inc

5.01: Public Hearing: Consider Request for an Amended Conditional Use Permit for the Property Located at 6750 Highway 10 NW (Project No. 20-108); Case of 22 Properties, LLC

Public Hearing

Chairperson Bauer called the public hearing to order at 7:07 p.m.

Presentation

City Planner Anderson presented the staff report stating staff recommends approval of Resolution #20-101 granting an Amended Conditional Use Permit for 6750 Highway 10 NW that extends the deadlines to complete the required paving upgrades. Due to the economic impact related to COVID-19, it does seem reasonable to approve an extension to the timeframes for completing the paving improvements on the subject property. This also aides in bringing the subject property into compliance with the lighting and signage standards.

Citizen Input

Dave Evenson, applicant, thanked the Commission for considering his request. He confirmed that he does not have issues with bringing the signage or lighting items into compliance. He asked the date those items would need to come into compliance.

City Planner Anderson replied that the temporary signage would need to be removed within 30 days of the approval of the amended CUP and the lighting would need to be addressed within 90 days after the approval of the amended CUP.

Motion by Commissioner Johnson, seconded by Commissioner Peters, to close the public hearing.

A roll call vote was performed:

Commissioner Johnson	aye
Chairperson Bauer	aye
Commissioner Woestehoff	aye
Commissioner Peters	aye
Commissioner Anderson	aye
Commissioner Gengler	aye
Commissioner VanScoy	aye

Motion Carried.

Chairperson Bauer closed the public hearing closed at 7:17 p.m.

Commission Business

DRAFT

Motion by Commissioner VanScoy, seconded by Commissioner Anderson, to recommend that City Council adopt Resolution #20-101 approving an Amended Conditional Use Permit for Diamond Auto at 6750 Highway 10 NW.

A roll call vote was performed:

Commissioner Woestehoff	aye
Commissioner Peters	aye
Commissioner Johnson	aye
Chairperson Bauer	aye
Commissioner Anderson	aye
Commissioner Gengler	aye
Commissioner VanScoy	aye

Motion Carried.

DRAFT

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

RESOLUTION #20-101

A RESOLUTION APPROVING THE ISSUANCE OF AN AMENDED CONDITIONAL USE PERMIT TO 22 PROPERTIES, LLC ALLOWING MOTOR VEHICLE SALES AND DETAILING SERVICES IN THE B-2 HIGHWAY BUSINESS DISTRICT AND DECLARING TERMS OF SAME:

RECITALS

1. 22 Properties, LLC, hereinafter referred to as the "Permittee" has properly applied for an Amended Conditional Use Permit to extend the approved timeframes for certain paving improvements associated with ~~allow~~the motor vehicle sales and detailing operation on the property generally known as 6750 Highway 10 NW and legally described as follows:

   Lot 2, Block 1 Riverside West, Anoka County, Minnesota

   ("Subject Property")

2. That the Permittee appeared before the Planning Commission for a public hearing pursuant to Section 117-51 (Conditional Use Permits) of the Ramsey City Code on ~~March 1~~June 4, 20~~18~~20, and that said public hearing was properly advertised and that the minutes of said public hearing are hereby incorporated by reference.

3. That the Subject Property is zoned B-2 Highway Business District and is approximately 1.32 acres in size.

4. That motor vehicle, implement, and recreation equipment sales and service is a conditional use in the B-2 Highway Business District.

5. That the Subject Property abuts Riverdale Drive NW to the south, Highway 10 to the north, and parcels to the east and west of the Subject Property are zoned B-2 Highway Business District.

6. That the Permittee has submitted a site plan identifying a paved future parking area to upgrade the unpaved area on the Subject Property to provide additional area to display motor vehicles for sale and store motor vehicles onsite for detailing.

7. That Section 117-120 of the City Code requires all parking and pavement (including maneuvering, sales, and display areas) be setback from the street right-of-way a distance of at least twenty (20) feet.

8. That boat sales had been occurring on the Subject Property when City Code was amended to identify recreational vehicle sales as a Conditional Use and was occurring on the Subject Property since that amendment.

9. That due to the COVID-19 pandemic and its economic impacts, the Permittee has requested an Amended Conditional Use Permit to extend the timeframes for completing certain required paving improvements related to the ~~allow for~~ motor vehicle sales and detailing operation on the Subject Property by two (2) years.

10. That City Code Section 117-356 (Commercial and Industrial Development Off-Street Parking) requires one (1) dedicated customer parking space for every ten (10) vehicles displayed; three (3) dedicated customer parking spaces for each enclosed bay; and one (1) dedicated parking space for each full time employee.

11. That vehicles displayed for sale, or those that have been detailed, shall be restricted to bituminous or concrete surfaces only.

~~11.~~12. That there are existing Zoning Code violations on the Subject Property regarding temporary signage and lighting.

~~12.~~13. That the Planning Commission met on ~~March 1, 2018~~June 4, 2020, conducted a public hearing and recommended City Council approv~~al of~~ the request.

FINDINGS OF FACT

1. That motor vehicle sales and detailing will not be unduly dangerous or detrimental to persons residing or working in the vicinity of the use, or to the public welfare.

2. That motor vehicle sales and detailing will not substantially adversely impair the use, enjoyment or market value of any of the surrounding properties.

3. That the motor vehicle sales and detailing operation will be maintained so as to be harmonious and appropriate in appearance with the existing or intended character of the general vicinity and will not change the essential character of the area.

4. That motor vehicle sales and detailing will not be hazardous to existing or future neighboring uses.

5. That motor vehicle sales and detailing will not impact essential public facilities and services, such as highways, streets, police and fire protection.

6. That motor vehicle sales and detailing will not create excessive additional requirements at public cost for public facilities and services and will not be detrimental to the economic welfare of the community.

7. That motor vehicle sales and detailing will not involve uses, activities and equipment that will be detrimental to any persons, property, or the general welfare by reason of excessive production of traffic, noise, smoke, fumes, glare or odors.

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

That the Ramsey City Council hereby grants approval of an Amended Conditional Use Permit (the "Permit") for motor vehicle sales and detailing on the Subject Property contingent upon the following conditions:

CONDITIONS

1. That this **Permit** allows for motor vehicle sales and detailing to occur on the **Subject Property** and supersedes the previously approved Resolution #18-045.

2. A fence must remain onsite to continue to screen the unimproved parking areas.

3. That the **Permittee** shall ensure that any new or upgraded parking and pavement onsite comply with Section 117-1~~20~~15 of the City Code requiring all parking and pavement (including maneuvering, sales, and display areas) require at least a twenty (20) foot setback from adjacent street right-of-way.

4. That the expansion of the paved area shall be in accordance with the plans prepared by 22 Properties, LLC and in compliance with the City Code. The **Permittee** shall submit paving plans to the City of Ramsey prior to paving to ensure they meet current standards at the time of paving.

5. As shown on Exhibit 1, ~~That~~ the 6,500 square-foot unpaved area shall be paved not later than the end of June 202~~0~~2. **Permittee** may use all unpaved areas on the **Subject ~~p~~Property** for vehicle sales, detailing, storage, and maneuvering until the end of June, 202~~0~~2. If the aforementioned 6,500 square-foot unpaved area has not been paved by June 30, 202~~0~~2, **Permittee** will no longer be able to use any unpaved surfaces on the **Subject ~~p~~Property** for any vehicle sales, detailing, storage, or maneuvering. If the 6,500 square-foot area has been paved on or before June 30, 2020, then **Permittee** may continue to use the adjacent 14,300 square-foot unpaved area for vehicle sales, detailing, storage and maneuvering until June 30, 202~~3~~5. The remaining 14,300 square-foot unpaved area shall be paved by the end of June, 202~~3~~5. After June, 202~~3~~5, no unpaved surfaces may be used for any vehicle sales, detailing, storage, or maneuvering.

6. That motor vehicle sales and repairs shall only be conducted within the building located on the **Subject Property**.

7. That the **Permittee** shall maintain the Subject Property in compliance with City Code Sections 117-356 (Commercial and Industrial Development Off-Street Parking) and 117-115 (B-2 Highway Business District); Chapter 117 (Zoning and Subdivisions) Article II (Zoning) Division 8 (Signs); and Chapter 30 (Nuisances) at all times.

8. That the **Permittee** shall remove all unpermitted temporary signs from the **Subject Property** within thirty (30) days of approval of this **Permit**.

~~7.~~9. That the **Permittee** shall adjust the lighting fixtures on the **Subject Property** to ensure that they are deflecting light away from Highway 10 within ninety (90) days of approval of this **Permit**.

~~8.~~10. That there shall be no salvaging of parts from inoperable motor vehicles on site to be used to repair other motor vehicles.

~~9.~~11. That there shall be no outside storage of parts or cannibalized vehicles on the **Subject Property**.

~~10.~~12. That the **Permittee** shall obtain all necessary permits to complete any required building modifications.

~~11.~~13. That the **Permittee** (or any other tenants) shall obtain all necessary licenses to lawfully operate motor vehicle sales operations on the **Subject Property**.

~~12.~~14. That the **Permittee** shall stripe all required customer parking stalls and those stalls shall not be used for any use other than customer parking.

~~13.~~15. That the **Permittee** shall maintain all required drive aisle widths in accordance with City Code Section 117-356.

~~14.~~16. That the **Permittee** is forgoing the previous lawful, nonconforming status of the boat sales and storage on unpaved surfaces and agrees that such use shall no longer be permitted, except as described in paragraph 5 above.

~~15.~~17. That this **Permit** shall be perpetual in duration as long as the terms are herein complied with.

~~16.~~18. That the **Permittee** shall be responsible for all City costs incurred in administering and enforcing this Permit.

~~17.~~19. That the City Administrator, or his/her designee, shall have the right to inspect the premises for compliance and safety purposes annually or at any time, upon reasonable request.

~~18.~~20. That this **Permit** shall automatically expire if the use is not initiated by June 23, 2021.

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

and the following voted against the same:

and the following abstained:

and the following were absent:

whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 23rd day of June, 2020.

CITY OF RAMSEY:

By:_____ By:_____
Mayor City Clerk

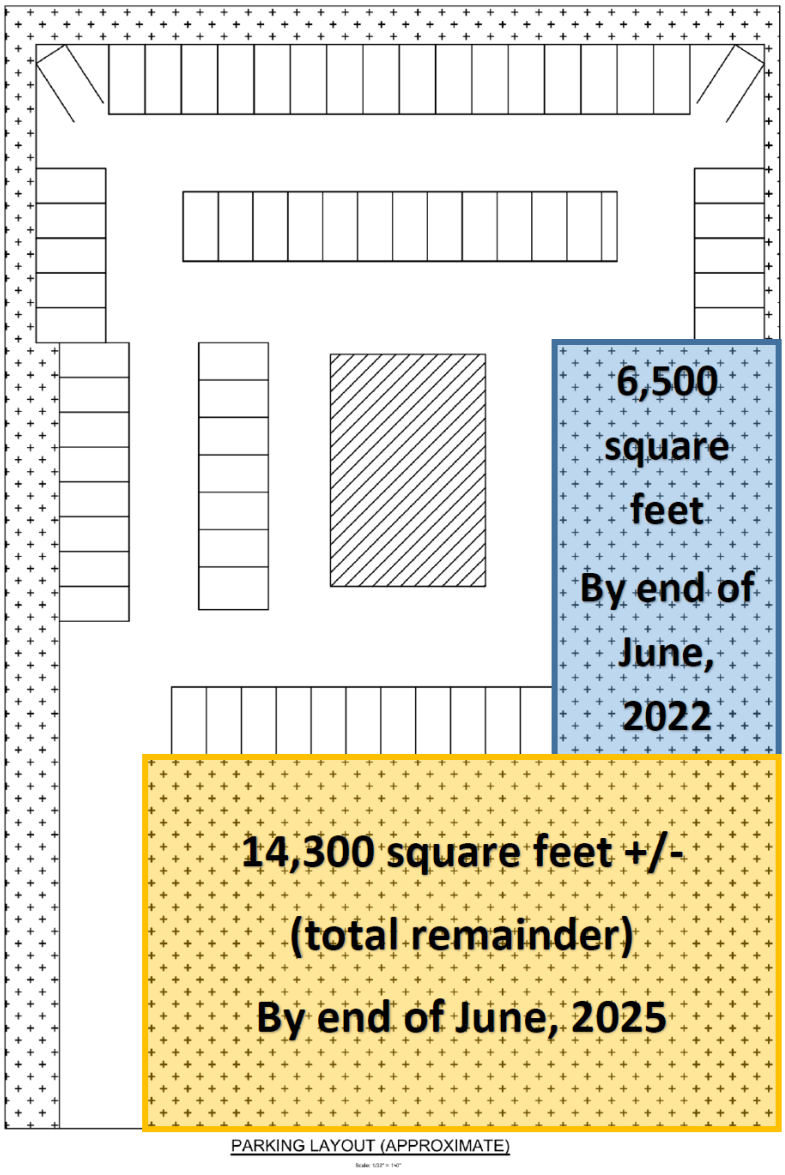
STATE OF MINNESOTA)
) ss.
COUNTY OF ANOKA)

On this _____ day of _____, ____, before me a Notary Public personally appeared Mayor John LeTourneau and Colleen Lasher, 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 and Colleen Lasher acknowledge said instrument to be the free act and deed of said Municipal Corporation.

_____
Notary Public

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

Exhibit 1



PARKING LAYOUT (APPROXIMATE)

CC Regular Session **5. 11.**

Meeting Date: 06/23/2020

Submitted For: Tim Gladhill, Community Development

By: Eric Maass, Community Development

Information

Title

Adopt Resolution #20-127 Approving Accessory Building Agreement at 15820 Saint Andrews Lane NW; Case of John and Amy Wisniewski.

Purpose/Background:

The City has received an application from John and Amy Wisniewski (the "Applicant") for a Building Permit for a pool house at the property located at 15820 Saint Andrews Lane NW (the "Subject Property"). The floor plan for the detached accessory building indicates that the accessory structure would include a three piece bathroom (sink, toilet, stand up shower) as well as a rec room, countertop with sink, and storage room with an overhead door.

Notification:

Notification is not required.

Observations/Alternatives:

City Code Section 117-349(d)(8) prohibits accessory buildings from containing complete independent living facilities (accessory apartments). This is defined as have three or more of the following: permanent provisions for living, sleeping, eating, and sanitation. While it does not appear that the proposed detached accessory building would be utilized as an accessory apartment, it seems that it may have the potential to be used in that capacity in the future. Thus, Staff has drafted an Accessory Structure Agreement outlining how the building may be used and specifically prohibits its use now, or in the future, as an accessory apartment.

The detached accessory structure appears to meet all applicable zoning standards regarding size, exterior finish, setbacks, etc. As proposed, the Applicant will need to work with the Building Division to ensure compliance with septic regulations (due to the proposed bathroom), and to obtain any other applicable permits (septic, electrical, etc.).

Alternatives

Alternative 1: Adopt Resolution #20-127 approving an Accessory Structure Agreement. If approved, Staff could complete the review and issue the Building Permit for the detached accessory structure. Since it does not appear that the accessory structure is intended to be used as an accessory apartment, Staff would support this alternative.

Alternative 2: Do not adopt Resolution #20-127. This would not prohibit Staff from issuing a Building Permit for the proposed detached accessory structure but would limit the ability to control both now and into the future that this pool house could not be used as a living quarters. Staff believes that the Accessory Structure Agreement sufficiently addresses that concern and does not support this alternative.

Funding Source:

This is being handled as part of Staff's regular duties.

Recommendation:

Staff recommends adopting Resolution #20-127.

Action:

Motion to adopt Resolution #20-127 approving an Accessory Structure Agreement for a detached accessory structure at 15820 Saint Andrews Lane NW.

Attachments

Site Location Map

Building Elevations

Floor Plan

Site Plan

Accessory Structure Agreement_15820 Saint Andrews Lane NW

Resolution 20-127 Approving an Accessory Structure Agreement at 15820 Saint Andrews Lane NW

Form Review

Inbox	Reviewed By	Date
Tim Gladhill	Tim Gladhill	06/17/2020 06:42 PM
Kurt Ulrich	Kurt Ulrich	06/18/2020 09:43 AM
Form Started By: Eric Maass		Started On: 06/10/2020 08:58 AM
Final Approval Date: 06/18/2020		

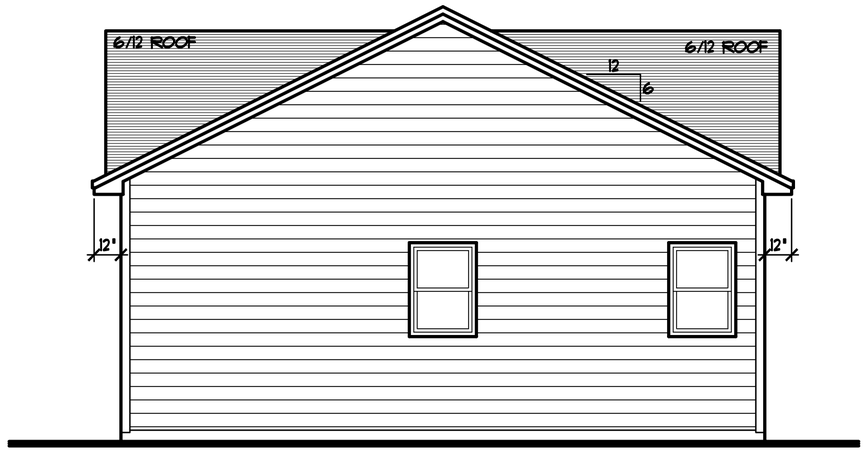
Site Location Map

PROPERTY ID	18-32-25-33-0009	Owner	WISNIEWSKI JOHN P & AMY E
ADDRESS	15820 SAINT ANDREWS LN NW	Owner Address	15820 ST ANDREWS LANE NW
CITY	RAMSEY	Owner City	RAMSEY
STATE	MN	Owner State	MN
ZIP CODE	55303	Owner Zip Code	55303
COMMISSIONER DISTRICT	MATT LOOK		

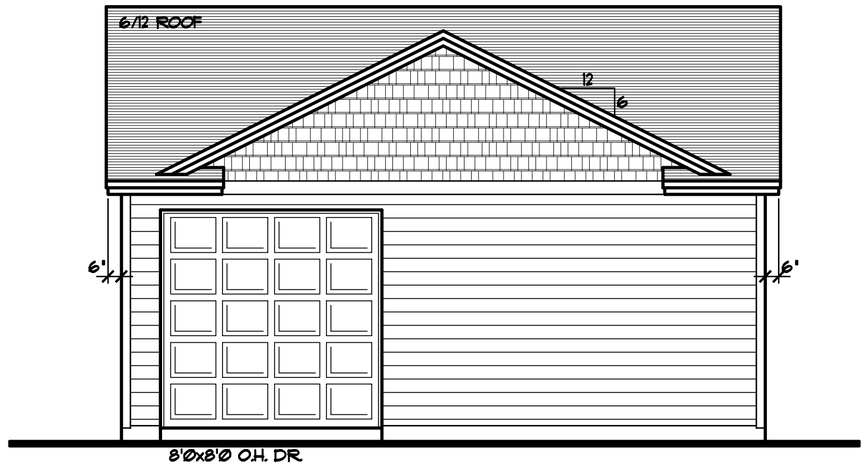
ANOKA COUNTY

Disclaimer: Map and parcel data are believed to be accurate, but accuracy is not guaranteed. This is not a legal document and should not be substituted for a title search,appraisal, survey, or for zoning verification.

Map Scale
1 inch = 800 feet
6/10/2020



LEFT ELEVATION 1/4"=1'-0"



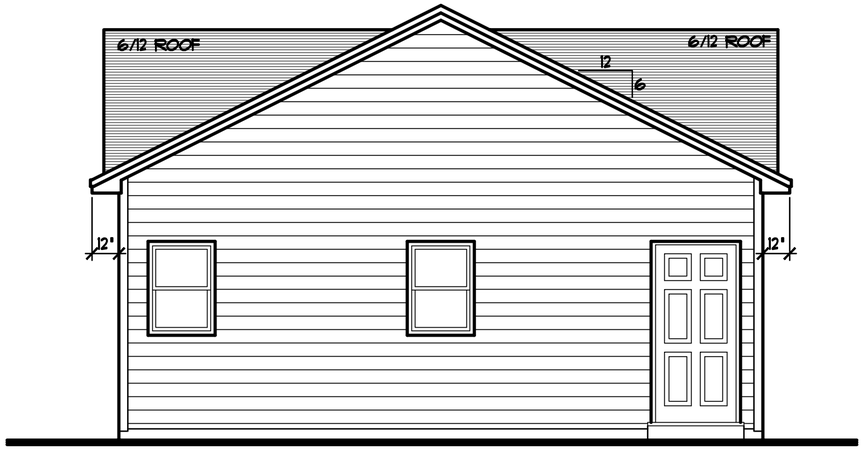
REAR ELEVATION 1/4"=1'-0"

LEVEL HEIGHT INFORMATION TABLE		
LEVEL	R.C.H.	TOP OF WINDOW R.O.
MAIN LEVEL	9'-1 1/8"	6'-10 1/2"

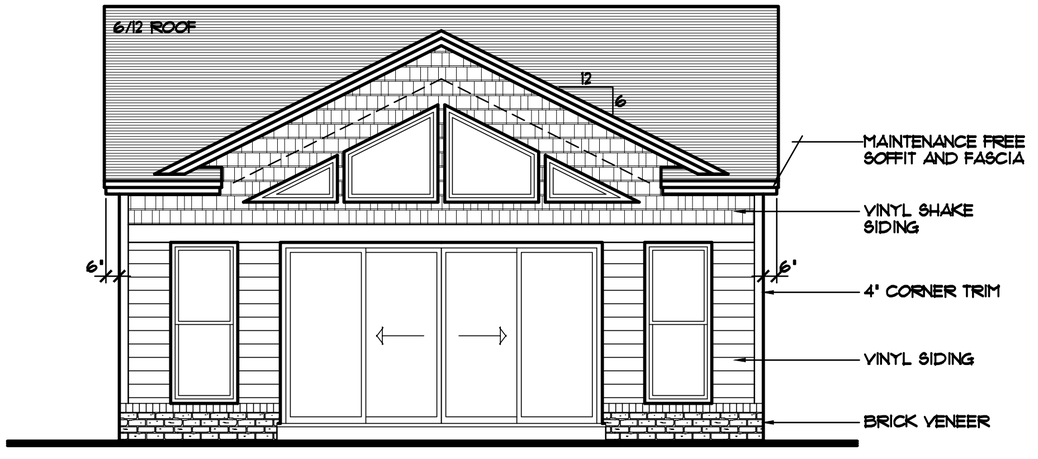
- GENERIC WINDOWS SPEC'D.
- MAINTENANCE FREE SOFFITS & FASCIA
- BRICK VENEER WHERE SHOWN
- VINYL SIDING/CORNER TRIM (TYP.)
- VINYL SHAKE SIDING WHERE SHOWN

NOTE!!! PROVIDE 18" HEEL @ VAULTED ROOF TRUSSES

NOTE!!! PROVIDE STANDARD ENERGY HEEL @ ALL ROOF TRUSSES (TYP.)



RIGHT ELEVATION 1/4"=1'-0"



FRONT ELEVATION 1/4"=1'-0"

576 SQFT. MAIN LEVEL

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REVISIONS	BY
XXXXX	XX.

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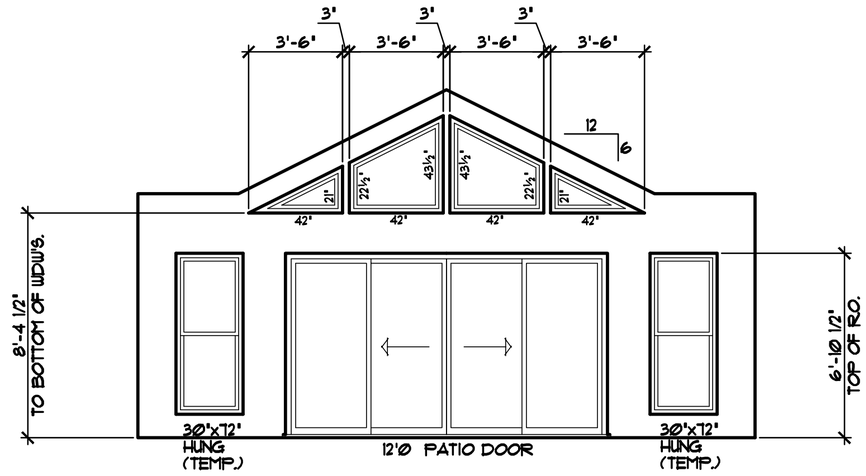
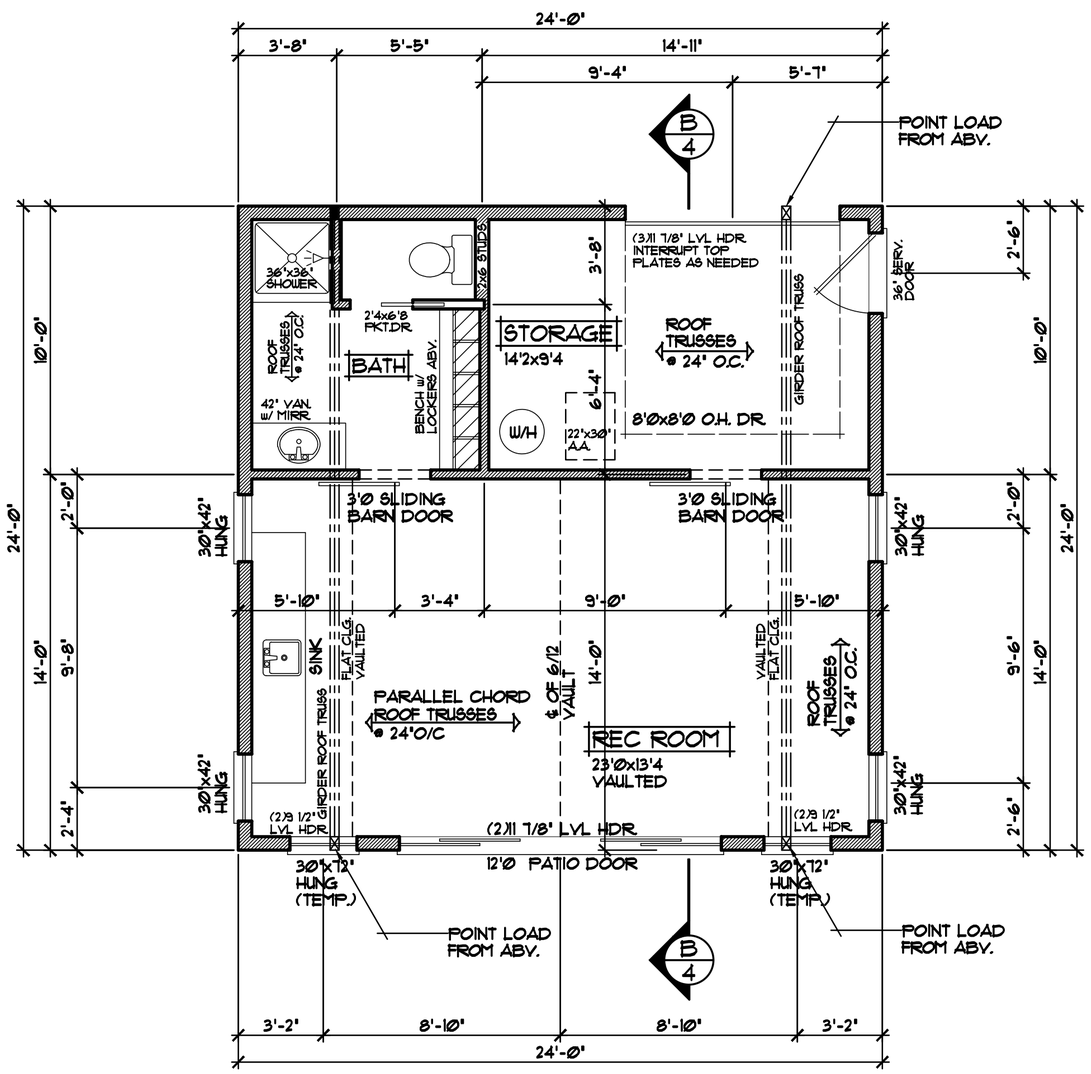
•WWW.CROIXDESIGN.COM•

BUILT BY:

DRAWN	R.B.
CHECKED	XX.
DATE:	04/03/2020
SCALE:	AS NOTED
CADD FILE #	20089
SHEET	1 OF 4



1 VAULTED WALL DETAIL
VIEW FROM REC. ROOM 1/4"=1'-0"



MAIN LEVEL PLAN 1/4"=1'-0"
576 SQFT. MAIN LEVEL

FRAMING NOTES

- 9'-1 1/8" PLATE HEIGHT @ ENTIRE MAIN LEVEL (UNLESS NOTED OTHERWISE)
- FRAME ALL EXTERIOR STUDS w/ 2x6 STUDS @ 16" O.C. (TYP.)

DOOR & WINDOW NOTES

- GENERIC WINDOWS SPECIFIED, VERIFY ROUGH OPENING SIZES FOR DOORS & WINDOWS w/ MANUFACTURER
- WINDOWS with "*" REQUIRE A SASH STOPPER (TYP.)
- ALL WINDOW & DOOR OPENINGS TO HAVE (2)2x10 #2 GRADE HEADER or BETTER (UNLESS NOTED OTHERWISE)
- TOP OF R.O. FOR ALL WINDOWS ON MAIN LEVEL TO BE 6'-10 1/2" FROM SUB-FLOOR (UNLESS NOTED OTHERWISE)

SPECIAL NOTICE:
CROIX DESIGN and DRAFTING, INC. ACCEPTS NO RESPONSIBILITY FOR ERRORS AND/OR OMISSIONS IN THESE DRAWINGS. ALTHOUGH CONSIDERABLE EFFORT HAS BEEN MADE TO PREPARE ACCURATE AND CHECKED PLANS, THE FOLLOWING MUST BE NOTED: THE OWNER, GENERAL CONTRACTOR, SUB-CONTRACTORS, AND SUPPLIERS MUST CHECK ALL DETAILS AND DIMENSIONS AND BE RESPONSIBLE FOR ANY CHANGES OR ADJUSTMENTS REQUIRED DURING ACTUAL CONSTRUCTION. NO REPRESENTATION IS MADE OR IMPLIED FOR ACCURACY.

CROIX DESIGN & DRAFTING, INC.
OFFICE: 763.757.5997
FAX: 763.757.4383
ANDOVER, MINNESOTA
WWW.CROIXDESIGN.COM

BUILT BY:

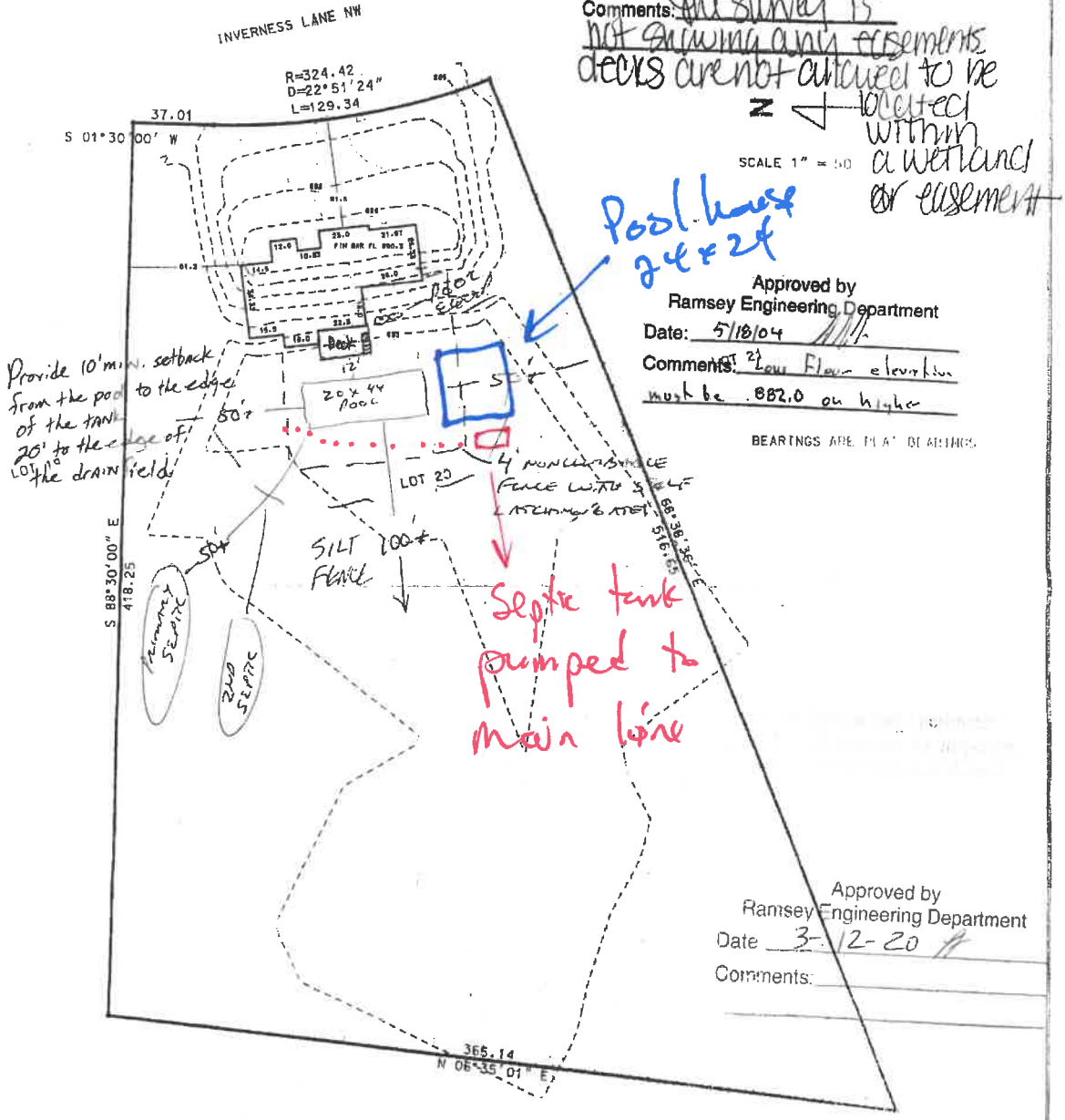
SHEET 3 OF 4

CADD FILE # 20089

CITY COPY

CERTIFICATE OF SURVEY

Approved by
Ramsey Planning Department
Date: 5.17.04
Comments: This survey is not showing any easements decks are not allowed to be located within a wetland or easement



Approved by
Ramsey Engineering Department
Date: 5/18/04
Comments: LOT 21 Low Floor elevation must be 882.0 or higher

BEARINGS ARE PLAT BEARINGS

Approved by
Ramsey Engineering Department
Date 3-12-20
Comments:

LEGAL:

LOT 20, BLOCK 1, NORTHFORK ST. ANDREWS ADDITION ACCORDING TO THE RECORD PLAT THEREOF ON FILE IN THE OFFICE OF THE COUNTY RECORDER IN AND FOR ANOKA COUNTY, MINNESOTA

o DENOTES FD OR SET IRON MONUMENT

RECEIVED
MAR 04 2020
BY:

NORTH AMERICAN SURVEYS
7130 UNIVERSITY AVE
FRIDLEY, MN 55432
763-502-0579

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

Reg. No. 9253 Date 4-11-04

882.0

ACCESSORY STRUCTURE AGREEMENT

THIS AGREEMENT ("Agreement") is made this 23rd day of June, 2020 by and between the **CITY OF RAMSEY**, a municipal corporation under the laws of the State of Minnesota ("City"), and John Wisniewski and Amy Wisniewski and their successors and assigns ("Landowners").

RECITALS

WHEREAS, Landowner is the fee owner of the real property located at 15820 Saint Andrews Lane NW, Ramsey, Minnesota and legally described as follows:

Lot 20, Block 1, Northfork St Andrews Addition, Anoka County, Minnesota

(the "Subject Property"); and

WHEREAS, the Landowners have applied for a Building Permit to construct an approximately 576 square foot detached accessory structure (the "Accessory Structure") to serve as a pool house on the Subject Property; and

WHEREAS, Landowners application indicates that the Accessory Structure would include a three piece bathroom including sink, toilet, and standup shower, as well as a rec room that includes a sink, and a storage room with an overhead door; and

WHEREAS, Ramsey City Code Section 117-349(d)(8) prohibits detached accessory buildings from containing complete independent living facilities (accessory apartments) which are defined as having three or more of the following: permanent provisions for living, sleeping, eating, and sanitation; and

WHEREAS, the Landowner have stated that there will be no eating or bedroom spaces in the Accessory Structure; and

WHEREAS, in consideration of the mutual covenants contained herein and other good and valuable consideration, the parties agree as follows:

1. The City may issue a Building Permit for the Accessory Structure on the Subject Property.

2. The Landowners acknowledge and agree that the Accessory Structure cannot and will not be used as independent living facilities (accessory apartment). No modifications to the Accessory Structure or its contents that would make the Structure fall within the definition of an independent living facility are allowed.

3. The Landowners acknowledge and agree that the Accessory Structure cannot and will not be used in relation to a home-based business unless approved by the City Council.

4. The Landowners shall be responsible for all costs relating to construction, maintenance and repair of the Accessory Structure and shall obtain all permits required by the City for its construction (septic, electrical, etc.). Landowners acknowledge and agree that the Accessory Structure is subject to reasonable inspections by the City to determine compliance with this Agreement.

5. All notices, requests, demands and other communications hereunder shall be in writing and shall be deemed given if personally delivered or mailed, certified mail, return receipt requested, to the following:

TO CITY: Community Development Director
City of Ramsey
7550 Sunwood Drive NW
Ramsey, MN 55303

TO LANDOWNERS: John Wisniewski and Amy Wisniewski
15820 Saint Andrews Lane NW
Ramsey, Mn 55303

or to any successors or assigns of the Landowners or City, or any future address of the Landowners or City, if Landowners or City gives the other party notice of said change of address as provided pursuant to the provision for notice herein; and

6. The Landowners acknowledge and agree to record this Agreement against the title to the Subject Property. This Agreement shall run with the land and bind the Landowners' successors and assigns.

CITY OF RAMSEY

By: _____
John LeTourneau, Mayor

By: _____
Kurt Ulrich, City Administrator

STATE OF MINNESOTA)
)ss.
COUNTY OF ANOKA)

The foregoing instrument was acknowledged before me this ____ day of _____, 20____, by John LeTourneau and Kurt Ulrich, respectively the Mayor and City Administrator of the City of Ramsey, a Minnesota municipal corporation, on behalf of the corporation and pursuant to the authority granted by its City Council.

_____
Notary Public

LANDOWNERS:

By: _____
John Wisniewski, Owner

By: _____
Amy Wisniewski, Owner

STATE OF MINNESOTA)
)ss.
COUNTY OF _____)

The foregoing instrument was acknowledged before me this ____ day of _____, 20_____, by John Wisniewski and Amy Wisniewski.

_____
Notary Public

Councilmember_____introduced the following resolution and moved for its adoption:

RESOLUTION #20-127

A RESOLUTION APPROVING AN ACCESSORY STRUCTURE AGREEMENT FOR A DETACHED ACCESSORY STRUCTURE THAT INCLUDES A THREE PIECE BATHROOM, KITCHEN SINK, AND RECREATINO SPACE ON THE PROPERTY LOCATED AT 15820 SAINT ANDREWS LANE AND DECLARING TERMS OF THE AGREEMENT

RECITALS

1. The City of Ramsey received a building permit application from John and Amy Wisniewski for a twenty four foot by twenty four foot (24' x 24') pool house on the property generally known as 15820 Saint Andrews Lane and legally described as follows:

   Lot 20, Block 1, Northfork St Andrews Addition, Anoka County, Minnesota

   (the "**Subject Property**")

2. That on May 26, 2020 John and Amy Wisniewski, owners of the **Subject Property**, herein referred to as the "**Applicant**", submitted an application for a Building Permit to construct a 576 square foot detached accessory structure (the "**Accessory Structure**") for a pool house on the **Subject Property**.

3. That the **Applicant's** plans indicate that the **Accessory Structure** would include a bathroom with a toilet sink, and shower, as well as a recreation living space and a wall of cabinets that would include a sink.

4. That the **Subject Property** is zoned Planned Unit Development (PUD) and the surrounding parcels are zoned Planned Unit Development (PUD)

5. That the **Subject Property** is approximately 2.7 acres and is surrounded by lots similar in size.

6. That the **Applicant** owns and occupies the dwelling unit on the Subject Property.

7. That there are currently zero detached accessory buildings on the **Subject Property**.

8. That the **Accessory Structure** is 576 square feet in size which is below the total amount of square feet of accessory building allowed on the **Subject Property**.

9. That City Code Section 117-349 (Accessory Uses and Buildings) states that accessory buildings shall be prohibited from containing complete independent living facilities (accessory apartments), defined as having three or more of the following: permanent provisions for living, sleeping, eating, and sanitation.

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 Accessory Structure Agreement for a Pool House at 15820 Saint Andrews Lane NW.

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 23rd day of June, 2020.

PROPERTY OWNER:

Sean O'Neill and Amie O'Neill, owner(s) of fee title to the Subject Property, hereby acknowledge receipt of this Agreement and have reviewed the conditions of this Agreement and have agreed to comply with the terms of this Agreement.

_____ _____

Sean O'Neill Amie O'Neill

On this_____day of_____,_, before me a Notary Public, personally appeared Sean and Amie O'Neill, husband and wife, owner of fee title to the Subject Property, to me known to be the person(s) described in and who executed the foregoing instrument and acknowledged that he/she executed the same as his/her free act and deed.

_____

Notary Public

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 John LeTourneau and JoAnn 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 and JoAnn M. Thieling acknowledge said instrument to be the free act and deed of said Municipal Corporation.

_____
Notary Public

The document drafted by:
The City of Ramsey
7550 Sunwood Dr NW
Ramsey, Minnesota 55303

This document reviewed by:
Ratwik, Roszak & Maloney, P.A.
300 U.S. Trust Building
730 Second Avenue South
Minneapolis, MN 55402

CC Regular Session **5. 12.**

Meeting Date: 06/23/2020

Submitted For: Sean Sullivan, Community Development

By: Wendy Schlueter, Community Development

Information

Title

Adopt Resolution #20-128 Denying a Massage Establishment and Massage Therapy License

Purpose/Background:

Olga Ollanketo (dba Body Healing Services) has submitted a license renewal application for Therapeutic Massage Therapist and Therapeutic Massage Establishment at 9430 181st Ave NW.

Recommendation:

After completion of the required Background Check, Chief Katers recommends denial of the licenses for Therapeutic Massage Establishment for Body Healing Services located at 9430 181st Ave NW and Therapeutic Massage Therapist for Olga Ollanketo.

The basis for the denial recommendation is:

- Application contains incorrect information. Applicant failed to disclose that she had previously had a revoked massage license in other municipalities. It was found the City of Brooklyn Park revoked her license for failure to meet the schooling requirements in 2015.
- Applicant has also been previously charged on two occasions for operating a therapeutic massage without a license in the City of Crystal in 2010. The cases were dismissed in district court.

Action:

Adopt Resolution #20-128 Denying License Renewal for Olga Ollanketo dba Body Healing Services located at 9430 181st Ave NW for a Therapeutic Massage Therapist and Therapeutic Establishment

Attachments

Resolution #20-128

Form Review

Inbox	Reviewed By	Date
Sean Sullivan	Sean Sullivan	06/15/2020 03:06 PM
Tim Gladhill	Tim Gladhill	06/17/2020 06:41 PM
Jeff Katers	Jeff Katers	06/18/2020 12:28 PM
Kurt Ulrich	Kurt Ulrich	06/18/2020 03:40 PM
Form Started By: Wendy Schlueter		Started On: 06/12/2020 10:52 AM
Final Approval Date: 06/18/2020		

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

RESOLUTION #20-128

RESOLUTION DENYING LICENSE RENEWAL FOR OLGA OLLANKETO DBA BODY HEALING SERVICES FOR THERAPEUTIC MASSAGE THERAPIST AND THERAPEUTIC ESTABLISHMENT

WHEREAS, the City of Ramsey, herein referred to as the "City," has received an Application from OLGA OLLANKETO for a THERAPEUTIC MASSAGE THERAPIST LICENSE AND THERAPEUTIC ESTABLISHMENT LICENSE; and

WHEREAS, the City's Police Chief has conducted a background check and recommends denial of license.

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

1) That the City Council denies the application for a THERAPEUTIC ESTABLISHMENT LICENSE for BODY HEALING SERVICES.

2) That the City Council denies the application for a THERAPEUTIC MASSAGE THERAPIST LICENSE for OLGA OLLANKETO.

That 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:

and the following abstained:

and the following were absent:

Where upon said resolution was declared duly passed and adopted by the Ramsey City Council this ___ day of ____, 2020.

_____
Mayor

ATTEST:

_____

City Clerk

CC Regular Session **5. 13.**

Meeting Date: 06/23/2020
Submitted For: Sean Sullivan, Community Development
By: Sean Sullivan, Community Development

Information

Title:

Adopt Resolution #20-129 Extension of COVID-19 Assistance Plan Phase 1

Purpose/Background:

Purpose:
To extend 1/8 page Ad Reimbursement to September/October Ramsey Resident

Background:
On May 26, 2020 the City Council Approved Resolution #20-098 approving the implementation of Covid-19 Assistance Phase 1 Business authorizing the following types of assistance to businesses impacted by COVID-19 Pandemic:

- Reimbursement of 2020 On Sale Liquor License Renewal Fee (City Fees Only)
- Reimbursement of Advertising Fees for Ramsey Resident for Ramsey Businesses
- Waive Late Fees for Lease Payments on City owned properties (also a waiver of payment of 60 day Lease at 6701 Highway 10 NW)

Staff has been working on implementation for these programs. Unfortunately, the timing of the approval of the 2020 Reimbursement of the 1/8 Page Ad in the Ramsey Resident assistance program did not fit well with the publication of the July-August Ramsey Resident. The publication went to press on June 1 and there was not enough time to market the new program effectively to businesses so they could fully take advantage of it. Three businesses qualified for the reimbursement in this edition and staff believes that more will take advantage of this if properly marketed for the September/October edition. Staff was able to work with businesses to get a four page insert into this edition that highlighted many Ramsey businesses and their operations.

Notification:

Notification is not required.

Observations/Alternatives:

Ramsey Resident Advertising Reimbursement
The City Council adopted criteria for participation at the May 26, 2020 City Council meeting. Three business that met the criteria advertised in the July/August Ramsey Resident and the reimbursements are being processed ($897.00). The program called for up to 25 qualifying businesses to be reimbursed for the 1/8 ad. In light of the small window for participation, Staff is asking the City Council to consider extending the program to the September/October Ramsey Resident and to open it up for the next 25 qualifying businesses. The potential additional cost to extend the ad reimbursement program would be $7,475 which would total $8,372. An additional $2,000 has already been budgeted to account for a larger publication (20 pages) if it is needed. The approved funding source for this program is the EDA's Marketing and Promotions Account. The budgeted amount for this account is $30,000 for 2020. Staff would recommend supplementing this account, if necessary, with EDA Fund Balance due to this unforeseen expense.

Funding Source:

The proposed funding source for this program is the EDA's Marketing and Promotions Account. The Marketing and Promotions line item is proposed to fund the Ramsey Resident Advertising Program (up to $10,372). Staff is recommending that the EDA Cash balance be used to offset some of these costs and future Marketing Costs.

Initiative	Cost	Funding Source	Available Budget
Ramsey Resident Ad Reimbursement	$10,372	EDA Marketing and Promotions	$30,000

** Note - any budget deficit is recommended to be funded by the EDA Fund Balance.*

Recommendation:

Staff recommends adoption of Resolution #20-129 Extension of COVID-19 Assistance Plan Phase 1.

Based on broad policy direction, Staff will finalize implementation administratively.

Action:

Motion to approve Resolution #20-129 Implementation of COVID-19 Assistance Plan Phase 1

Attachments

Resolution #20-129

Ramsey Resident Ad Reimbursement Policy

Form Review

Inbox	Reviewed By	Date
Sean Sullivan (Originator)	Sean Sullivan	06/16/2020 09:16 AM
Tim Gladhill	Tim Gladhill	06/17/2020 06:37 PM
Tim Gladhill	Kathy Schmitz	06/18/2020 03:29 PM
Sean Sullivan (Originator)	Kathy Schmitz	06/18/2020 03:30 PM
Tim Gladhill	Tim Gladhill	06/18/2020 03:31 PM
Kurt Ulrich	Kurt Ulrich	06/18/2020 03:42 PM
Sean Sullivan (Originator)	Sean Sullivan	06/18/2020 03:45 PM
Tim Gladhill	Kathy Schmitz	06/18/2020 04:03 PM
Form Started By: Sean Sullivan		Started On: 06/15/2020 11:30 AM
Final Approval Date: 06/18/2020		

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

RESOLUTION #20-129

RESOLUTION EXTENSION OF COVID-19 ASSISTANCE PLAN PHASE 1

WHEREAS, Governor Walz has issued multiple Executive Orders that partially or fully restrict the ability for some City of Ramsey business to operate; and

WHEREAS, On March 17, 2020, Executive Order 20-04, essentially created Enhanced Social Distancing and closed restaurants, bars and taverns to dine in services, and other retail/sports businesses, resulting the temporary closure for many Ramsey businesses. Sectors identified in 20-04 have been impacted the longest and will continue to be impacted until June 1, 2020; and

WHEREAS, On April 8, 2020, Executive Order 20-33 further clarified essential/non essential businesses and allowed some businesses previously restricted from operating to go back to work (i.e. landscaping, ag repair support, etc.) but many still remain under restrictions; and

WHEREAS, the Ramsey EDA had a special meeting on April 7, 2020 to discuss the impacts to Ramsey Businesses and recommendations were developed to help assist the hardest hit sectors of the business community;

WHEREAS, the Ramsey City Council Adopted Resolution #20-098 authorizing Staff to implement Phase 1 of the Business Assistance Program:

a. Waiver of 2020 On Sale Liquor License Renewal Fee (City Fees Only)
b. Waive Advertising Fees for Ramsey Resident for Ramsey Businesses
c. Waive Late Fees for Lease Payments on City owned properties

WHEREAS, the Staff did not have sufficient time to fully implement the 1/8 page Ad Reimbursement assistance program and recommends its extension for the October/November Ramsey Resident.

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

1) Approve extension of the Ramsey Resident 1/8 Page Ad Reimbursement Program to the September/October Ramsey Resident.

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

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 23rd day of June, 2020.

_____
Mayor

ATTEST:

_____
City Clerk

CRITERIA FOR RAMSEY RESIDENT 1/8 PAGE AD REIMBURSEMENT

Executive Orders regarding the Temporary Closure of Bars, Restaurants and Other Places of Public Accommodation have greatly impacted how Ramsey businesses can operate.

In order to provide assistance for these businesses trying to reopen or to advertise how they will be open in the future, the EDA and City Council have authorized reimbursement of a 1/8 page ad or less ($299.00) in the Ramsey Resident for the first 25 Ramsey businesses that qualify for this program. In the event, that a business purchases an ad larger than 1/8 page, only the cost for a 1/8 page ad will be reimbursed. Preference is given to current qualifying advertisers. All remaining advertisement spots for qualifying businesses are based on first come first serve basis.

The following business types listed below are eligible for reimbursement, subject to approval by City Staff:

Food Establishments
Restaurants
Food courts
Cafes
Coffeehouses
Other places of public accommodation offering food or beverage for on-premises consumption, excluding institutional or in-house food cafeterias that serve residents, employees, and clients of businesses, child care facilities, hospitals, and long- term care facilities.

Alcohol Establishments
Bars
Taverns
Brew pubs
Breweries
Microbreweries
Distilleries
Wineries
Tasting rooms
Clubs
Other places of public accommodation offering alcoholic beverages for on-premises consumption.

Exercise, Stadiums and Auditoriums
Theaters
Cinemas
Indoor Performance Venues
Outdoor Performance Venues
Museums
Gymnasiums
Fitness centers
Recreation centers
Indoor sports facilities

Indoor exercise facilities
Exercise studios

Personal Care / Massage and Therapy
Spas
Tanning establishments
Body art establishments
Tattoo parlors
Piercing parlors
businesses offering massage therapy or similar body work
Spas
Salons
Nail salons
Cosmetology salons
Esthetician salons
Esthetician salons (Advanced Practice)
Eyelash salons
Barber shops.
*This includes, but is not limited to, all salons and shops licensed by the Minnesota Board of Cosmetologist Examiners and the Minnesota Board of Barber Examiners.
Dentists

Recreation/Entertainment Venues
Amusement parks
Arcades
Bingo halls
Bowling alleys
Indoor climbing facilities
Skating rinks
Trampoline parks,
Other similar recreational or entertainment facilities.

Clubs
Country clubs, golf clubs (with conditions), boating or yacht clubs, sports (with conditions) or athletic clubs, and dining clubs.

CRITERIA FOR RAMSEY RESIDENT 1/8 PAGE AD REIMBURSEMENT

Executive Orders regarding the Temporary Closure of Bars, Restaurants and Other Places of Public Accommodation have greatly impacted how Ramsey businesses can operate.

In order to provide assistance for these businesses trying to reopen or to advertise how they will be open in the future, the EDA and City Council have authorized reimbursement of a 1/8 page ad or less ($299.00) in the Ramsey Resident for the first 25 Ramsey businesses that qualify for this program. In the event, that a business purchases an ad larger than 1/8 page, only the cost for a 1/8 page ad will be reimbursed. Preference is given to current qualifying advertisers. All remaining advertisement spots for qualifying businesses are based on first come first serve basis.

The following business types listed below are eligible for reimbursement, subject to approval by City Staff:

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Other places of public accommodation offering food or beverage for on-premises consumption, excluding institutional or in-house food cafeterias that serve residents, employees, and clients of businesses, child care facilities, hospitals, and long- term care facilities.

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Museums
Gymnasiums
Fitness centers
Recreation centers
Indoor sports facilities
Indoor exercise facilities
Exercise studios

Personal Care / Massage and Therapy
Spas
Tanning establishments
Body art establishments
Tattoo parlors
Piercing parlors
businesses offering massage therapy or similar body work
Spas
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Nail salons
Cosmetology salons
Esthetician salons
Esthetician salons (Advanced Practice)
Eyelash salons
Barber shops.
*This includes, but is not limited to, all salons and shops licensed by the Minnesota Board of Cosmetologist Examiners and the Minnesota Board of Barber Examiners.
Dentists

Recreation/Entertainment Venues
Amusement parks
Arcades
Bingo halls
Bowling alleys
Indoor climbing facilities
Skating rinks
Trampoline parks,
Other similar recreational or entertainment facilities.

Clubs
Country clubs, golf clubs (with conditions), boating or yacht clubs, sports (with conditions) or athletic clubs,and dining clubs.

CC Regular Session **5. 14.**

Meeting Date: 06/23/2020

By: Chris Anderson, Community Development

Information

Title

Adopt Resolution #20-131 Approving an Easement Encroachment Agreement with Delta ModTech for Installation and Maintenance of Signage in a Drainage and Utility Easement at 8445 Bunker Lake Boulevard NW (Project No. 19-108); Case of Delta ModTech

Purpose/Background:

Delta Modtech (the "Applicant") received Final Plat and Site Plan approval in 2019 for construction of a new facility on Lot 1 Block 1 Amsterdam Extension (the "Subject Property"). The facility is nearing completion and the Applicant is preparing to install a new monument sign and directional signage on the Subject Property along Bunker Lake Boulevard. There are three (3) entrances to the Subject Property, with the area around the eastern two entrances having larger drainage and utility easements (the "Easements") for stormwater maintenance purposes.

Due to the location and size of the Easements on the Subject Property, there is no reasonable area to locate the signage without encroaching into the Easements. Thus, the Applicant has requested an Easement Encroachment Agreement to allow two (2) signs, one monument style sign and one directional sign, to be installed and maintained within the Easements adjacent to the two eastern most entrances to the Subject Property.

Notification:

Notification is not required.

Observations/Alternatives:

The Applicant is proposing to construct and maintain one (1) monument sign at the eastern most entrance, and two (2) directional signs, one each at the other two entrances (see the attached exhibits showing the proposed sign locations). The western most directional sign would not be within the Easements and thus, the Easement Encroachment Agreement is only for the monument sign and one directional sign. All proposed signage complies with the standards outlined in City Code Chapter 117 (Zoning and Subdivisions), Article II (Zoning), Division 8 (Signs).

Funding Source:

This request is being handled as part of Staff's regular duties. However, if the Easement Encroachment Agreement is approved, the Applicant will be responsible for recording the document against the Subject Property, including the applicable recording fee.

Recommendation:

City Staff is recommending approval of the Easement Encroachment Agreement, contingent upon review and approval by the City Attorney, and by the City Engineer as to the actual location of the signs.

Action:

Motion to approve Resolution #20-131 approving an Easement Encroachment Agreement for Delta ModTech, contingent upon review and approval by the City Engineer as to the actual location of the signs.

Attachments

Site Location Map
Sign Details
Proposed Sign Locations
Easement Encroachment Agreement
Resolution #20-131

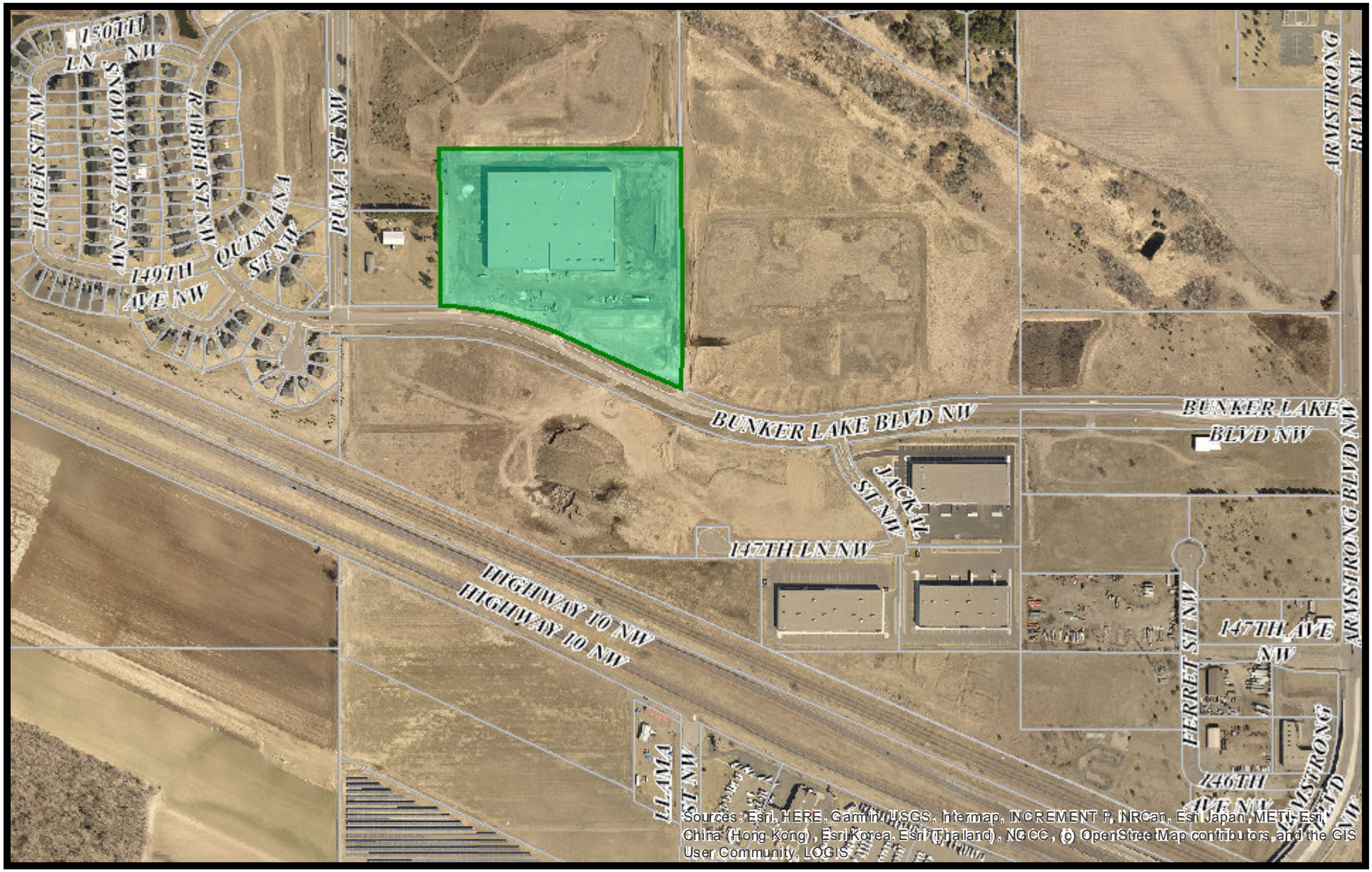
Form Review

Inbox	Reviewed By	Date
Bruce Westby	Bruce Westby	06/18/2020 11:40 AM
Tim Gladhill	Tim Gladhill	06/18/2020 01:17 PM
Kurt Ulrich	Kurt Ulrich	06/18/2020 03:53 PM
Form Started By: Chris Anderson		Started On: 06/16/2020 08:37 AM
Final Approval Date: 06/18/2020		

Site Location Map

8445 Bunker Lake Blvd NW

DeltaModTech



Print Date: June 17, 2020

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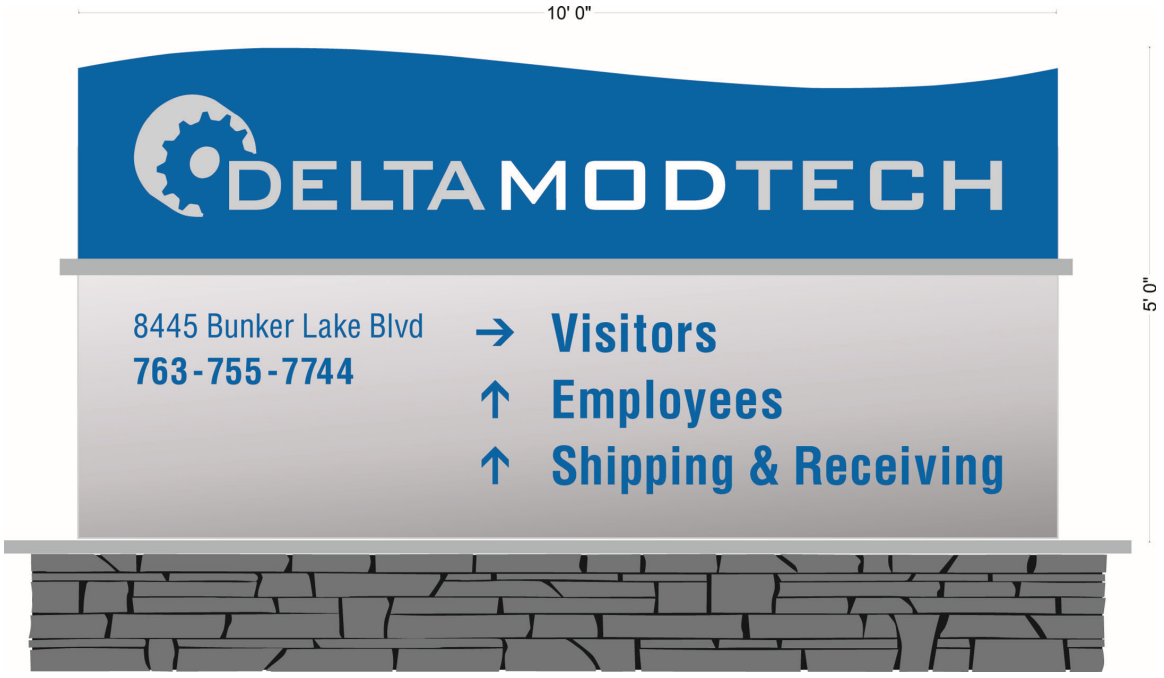
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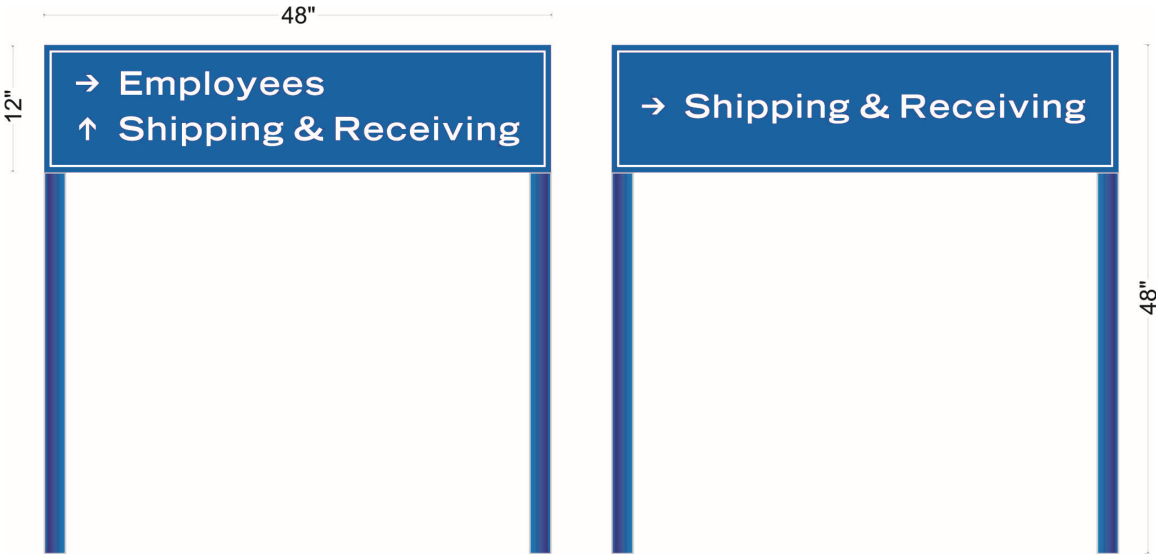
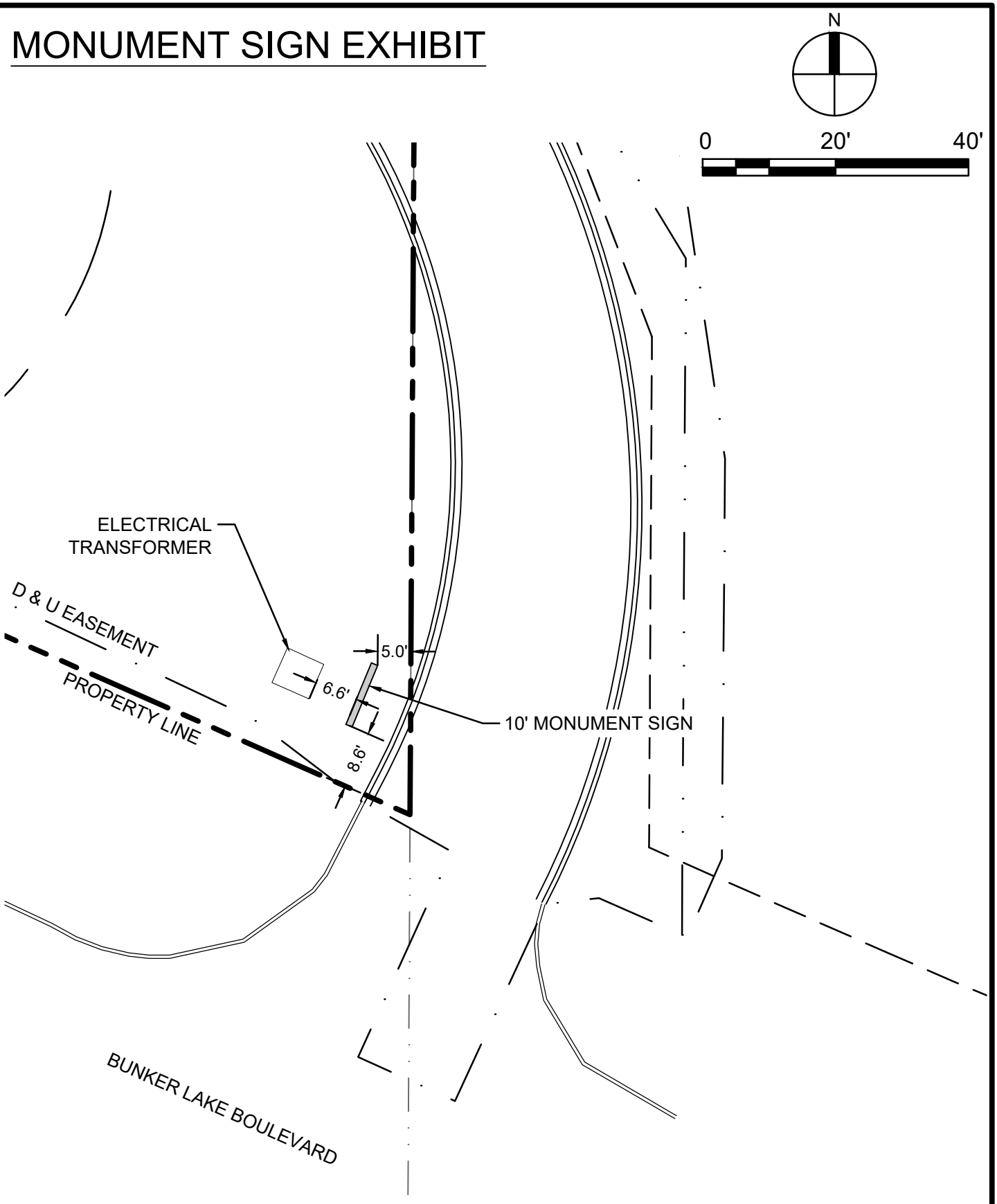
DELTAMODTECH
8445 Bunker Lake Blvd
763-755-7744
→ Visitors
↑ Employees
↑ Shipping & Receiving
5' 0"


48"
12"
→ Employees
↑ Shipping & Receiving
→ Shipping & Receiving
48"

MONUMENT SIGN EXHIBIT



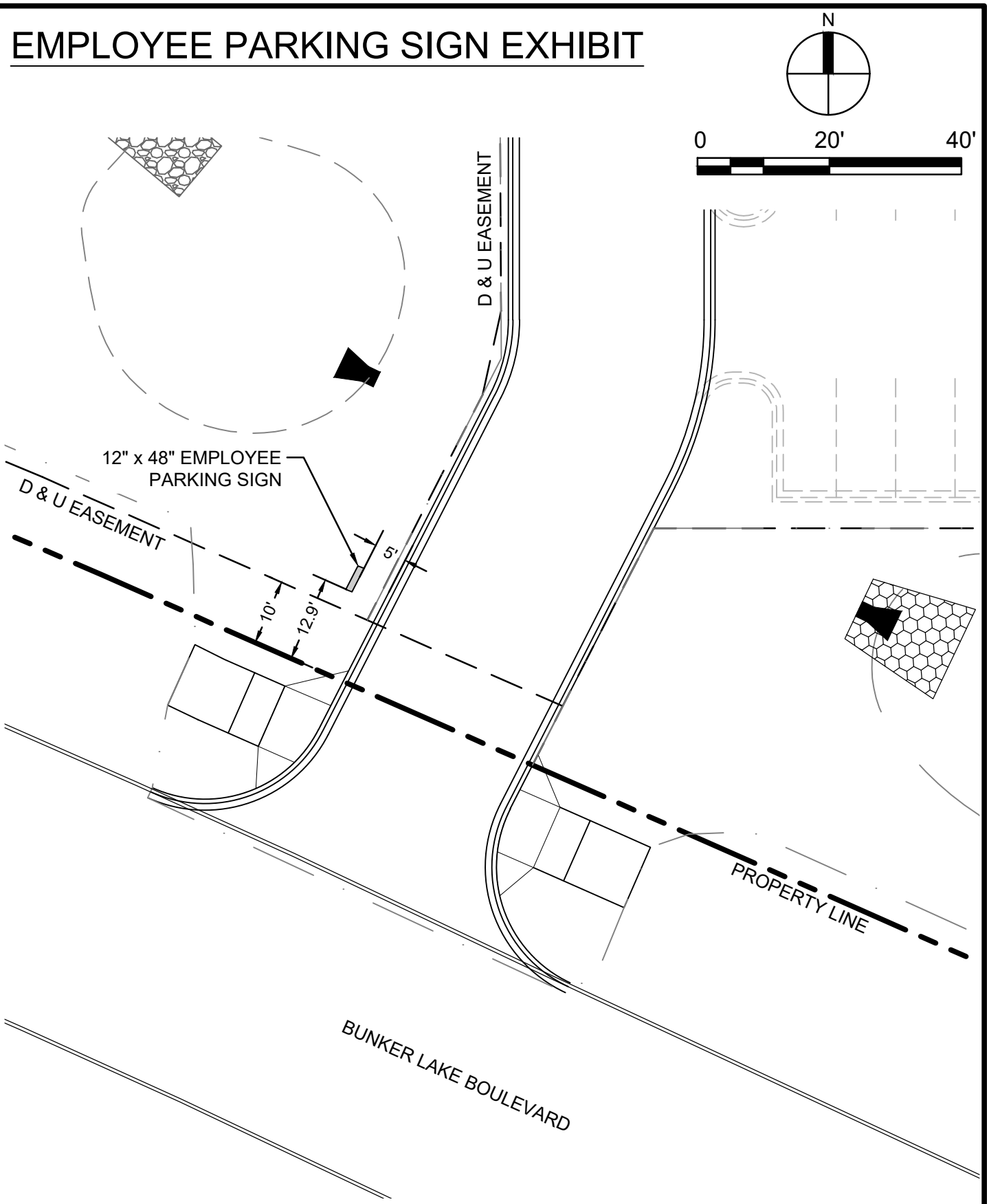
ANDERSON
13605 1st Ave. N. #100 Plymouth, MN 55441
P 763.412.4000 | F 763.412.4090 | ae-mn.com
Anderson Engineering of Minnesota, LLC | Proj #

DELTA MODTECH
RAMSEY, MINNESOTA

6/15/2020
C
15358

Jun 15, 2020 - 3:47pm
Y:\15300\15358 KINGHORN CONSTR - DELTA MOD TECH - RAMSEY MN_07 Civil_01 CAD files_01 SHEETS\Signage Exhibits\Monument Sign.dwg

EMPLOYEE PARKING SIGN EXHIBIT



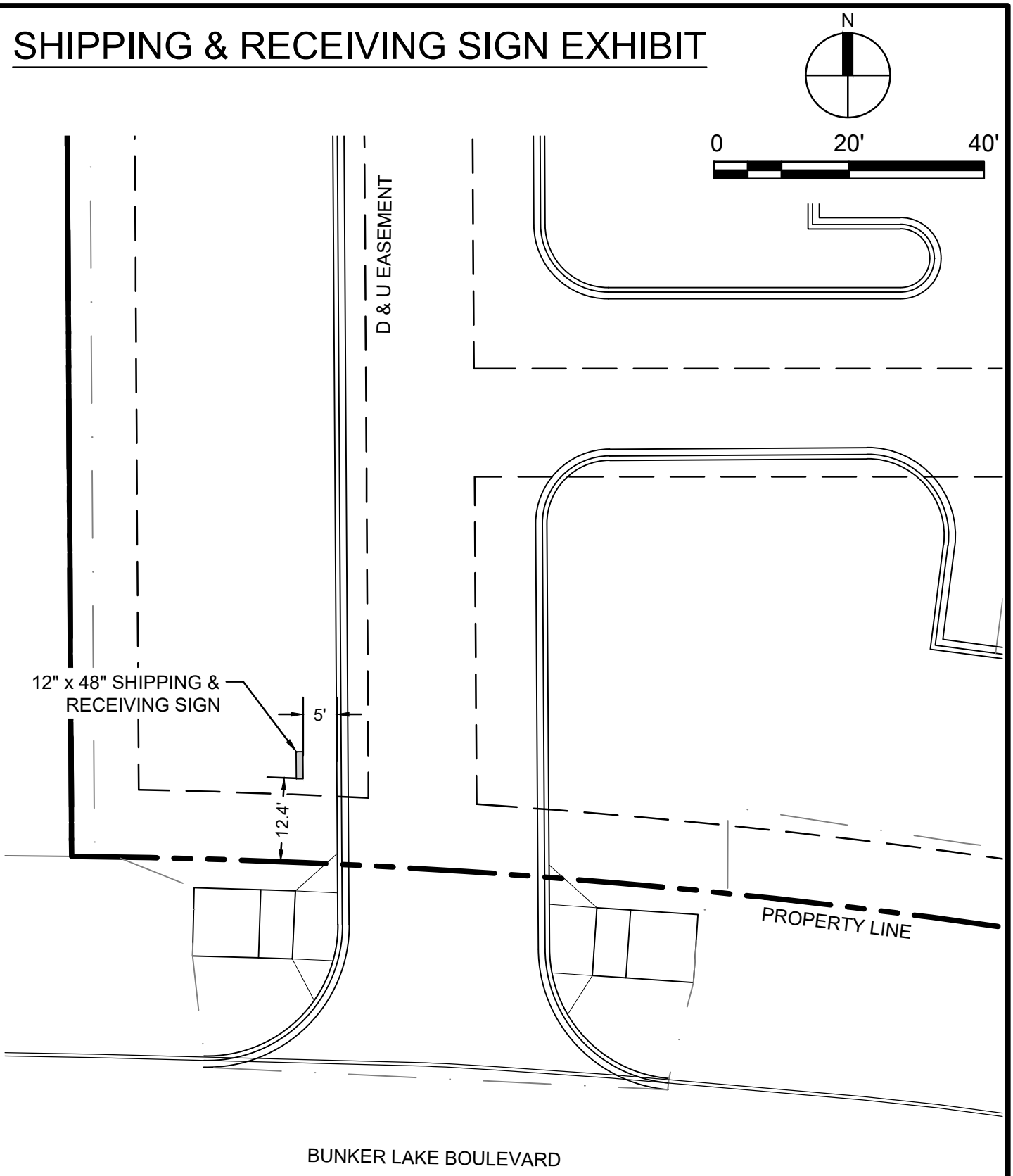
ANDERSON
13605 1st Ave. N. #100 Plymouth, MN 55441
P 763.412.4000 | F 763.412.4090 | ae-mn.com
Anderson Engineering of Minnesota, LLC | Proj #

DELTA MODTECH
RAMSEY, MINNESOTA

6/15/2020
B
15358

Jun 15, 2020 - 2:46pm
Y:\15300\15358 KINGHORN CONSTR - DELTA MOD TECH - RAMSEY MN_07 Civil_01 CAD files_01 SHEETS\Signage Exhibits\Employee Parking Sign.dwg

SHIPPING & RECEIVING SIGN EXHIBIT



ANDERSON
13605 1st Ave. N. #100 Plymouth, MN 55441
P 763.412.4000 | F 763.412.4090 | ae-mn.com
Anderson Engineering of Minnesota, LLC | Proj #

DELTA MODTECH
RAMSEY, MINNESOTA

6/15/2020
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15358

Jun 15, 2020 - 2:46pm
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ENCROACHMENT AGREEMENT

THIS AGREEMENT ("Agreement") is made this _____ day of _____, 2020, by and between the **CITY OF RAMSEY**, a municipal corporation under the laws of the State of Minnesota ("City"), and **AMP EX, LLC and SLP EX, LLC,** as well as their successors and assigns (collectively, the "Landowner").

RECITALS:

WHEREAS, Landowner is the fee owner of the real property generally known as 8445 Bunker Lake Boulevard NW, Ramsey, Minnesota and legally described as follows:

Lot 1, Block 1, Amsterdam Extension, according to the recorded plat thereof, Anoka County, Minnesota.

(the "Property"); and

WHEREAS, the City currently has Drainage and Utility Easements over, under and across a portion of the Property, as dedicated to the public pursuant to the Plat known as "Amsterdam Extension" recorded in the Office of the County Recorder, Anoka County, Minnesota, which easements are shown on Exhibit "A" attached hereto and made a part hereof.

WHEREAS, Landowner seeks permission from the City to encroach upon the Drainage and Utility Easements (the "Easements") to install and maintain a fifty (50) square foot monument sign and a four (4) square foot directional sign (collectively, the "Signs").

WHEREAS, the Signs would be located on the west side of the eastern and middle entrances to Property as shown on Exhibit "B".

NOW, THEREFORE, in consideration of the mutual covenants contained herein and other good and valuable consideration, the parties agree as follows:

1. The City hereby approves an encroachment on and over the Easements by Landowner for the purposes of installing and maintaining the Signs as shown on Exhibit "B" over that part of the Easements as shown in Exhibit "C" subject to the terms of this Agreement. Landowner shall not expand the Signs in size or height unless approved in writing by the City and no change in the existing grade by Landowner is allowed under this Agreement.

2. Nothing in this Agreement shall be deemed a waiver or abandonment of the City's rights under the Easements.

3. The Landowner shall be responsible for all costs relating to use, maintenance and repair of the Signs.

4. Landowner agrees that if the City, during its normal construction, reconstruction, maintenance and/or repair of the public utilities of the City located within the Easements including, but not limited to, watermain, sanitary sewer and/or storm sewer systems, deems it necessary and expedient to excavate within the Easements, Landowner shall be responsible for removing, reconstructing and/or repairing the Signs and the City's only obligation shall be to fill the excavated area and level the same to the grade that it was prior to the City's excavation. Not withstanding the above, in the event the City finds it is necessary to completely and totally restore easement area, the landowner agrees to remove the Signs that have been placed in the Easements. Landowner will promptly comply with said removal request at their expense and will remove the Signs within sixty (60) days of the written request by the City.

5. In the event that Landowner fails to take any action required in this Agreement and the City is required to repair, reconstruct or take other actions to maintain the City's utilities, as a result of the Landowner's use and maintenance of the Signs, the City may take any and all actions permitted by law to collect the costs of those repairs and the City may further levy an assessment against the Property for all costs incurred by the City. Landowner waives any and all rights to challenge or appeal the assessment.

6. Landowner and their successors and assigns do hereby agree to defend, indemnify, and hold the City harmless from any and all costs and expenses, all claims and liability, including attorney's fees, relating to or arising from granting the Landowner permission to encroach on the Easements for the maintenance, use, and operation of the Signs.

7. All notices, requests, demands and other communications hereunder shall be in writing and shall be deemed given if personally delivered or mailed, certified mail, return receipt requested, to the following:

TO CITY: Colleen Lasher, City Clerk
City of Ramsey
7550 Sunwood Drive NW
Ramsey, MN 55303

TO LANDOWNER: Delta Modtech
Attn: Evan Schiebout
8445 Bunker Lake Boulevard NW
Ramsey, MN 55303

or to any successors or assigns of the Landowner or City, or any future address of the Landowner or City, if Landowner or City gives the other party notice of said change of address as provided pursuant to the provision for notice herein.

8. This Agreement shall be recorded against the title to the Property and shall be enforceable against Landowner's successors and assigns.

CITY OF RAMSEY

By: _____ By: _____
John LeTourneau, Mayor Kurtis G. Ulrich, City Administrator

STATE OF MINNESOTA)
)ss.
COUNTY OF ANOKA)

The foregoing instrument was acknowledged before me this ____ day of _____, 2020, by John LeTourneau and Kurtis G. Ulrich, respectively the Mayor and City Administrator of the City of Ramsey, a Minnesota municipal corporation, on behalf of the corporation and pursuant to the authority granted by its City Council.

_____
Notary Public

LANDOWNER:

AMP EX, LLC

By: _____

Its: _____

LANDOWNER:

SLP EX, LLC

By: _____

Its: _____

STATE OF MINNESOTA)
)ss.
COUNTY OF _____)

The foregoing instrument was acknowledged before me this ____ day of _____, 2020, by Jeffrey R. Peterson, the President of each AMP EX, LLC and SLP EX, LLC, each a Limited Liability Company (Domestic) under the laws of Minnesota, on behalf of each LLC.

_____
Notary Public

Drafted by:
City of Ramsey
7550 Sunwood Dr NW
Ramsey, MN 55303

EXHIBIT "A"
Amsterdam Extension Plat

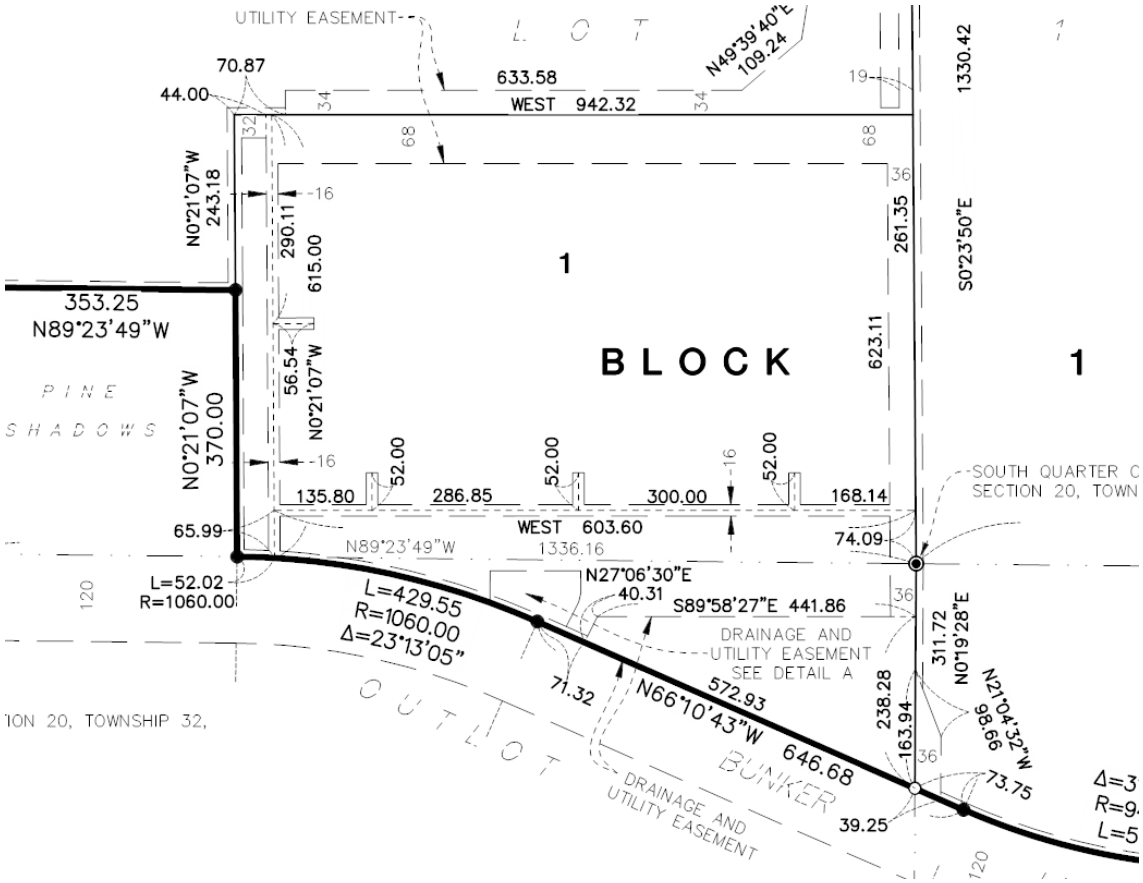


EXHIBIT "B"
Sign Design

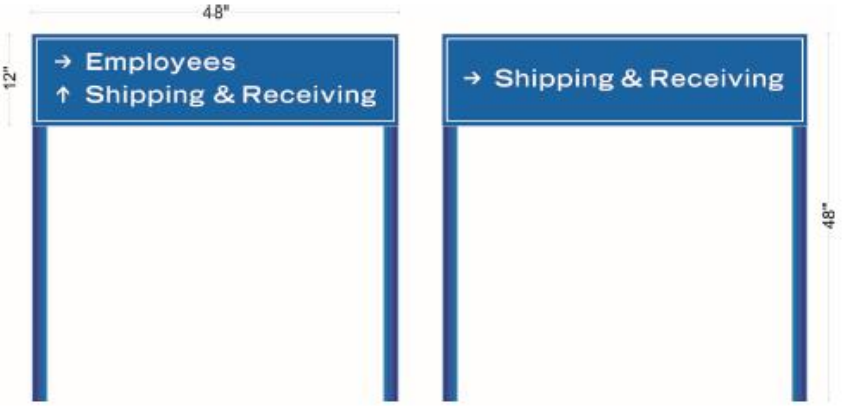
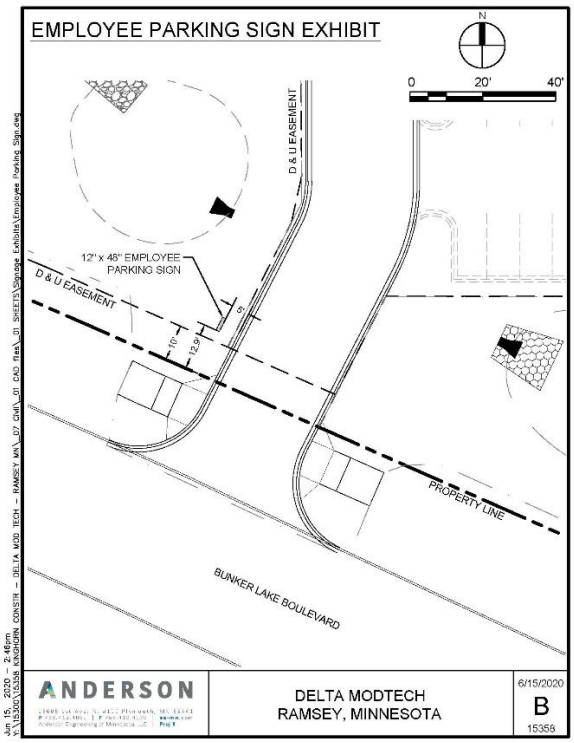
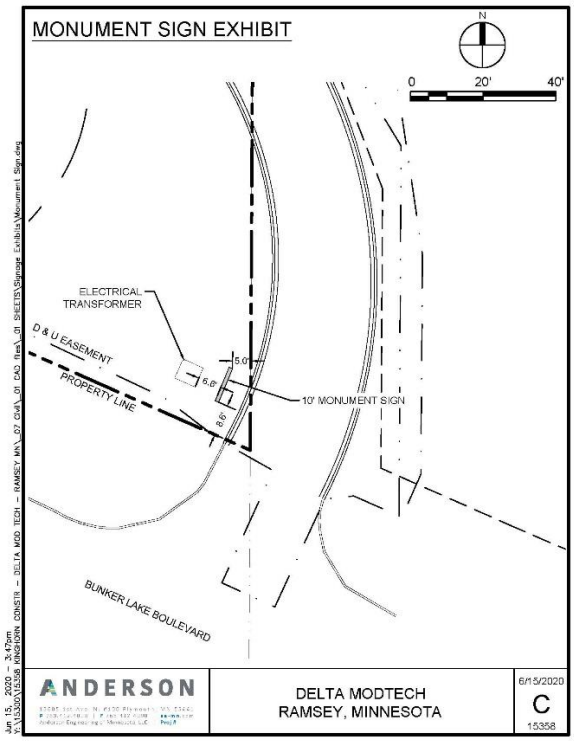


EXHIBIT "C"
Sign Locations





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

RESOLUTION #20-131

RESOLUTION APPROVING AN EASEMENT ENCROACHMENT AGREEMENT FOR A MONUMENT SIGN AND A DIRECTIONAL SIGN TO BE INSTALLED IN A DRAINAGE AND UTILITY EASEMENT ON LOT 1, BLOCK 1 AMSTERDAM EXTENSION AND DECLARING TERMS OF SAME

WHEREAS, Delta Modtech, hereinafter referred to as the "Applicant", has requested an Encroachment Agreement to facilitate the installation of a monument sign and directional sign (the "Signs") within a drainage and utility easement (the "Easement") on the property legally described as follows:

Lot 1, Block 1 Amsterdam Extension

("Subject Property")

WHEREAS, the Applicant must apply for and receive a Permanent Sign Permit to install the Signs on the Subject Property; and

WHEREAS, the Engineering Department is reviewing the request to determine if the Easement can still function as designed with the encroachment of the Signs; and

WHEREAS, the City Council reviewed the request on June 23, 2020.

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

1. That, contingent upon the **Applicant** entering into an Easement Encroachment Agreement with the **City** and recording said agreement against the **Subject Property**, the **Applicant** may install and maintain the **Signs** in accordance with the terms and conditions contained within the Easement Encroachment Agreement.
2. That the final location of the **Signs** is contingent upon review and approval by the City Engineer.

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

and the following voted against the same:

and the following abstained:

and the following were absent:

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 23rd day of June, 2020.

CITY OF RAMSEY

By:_____ By:_____
Mayor City Clerk

STATE OF MINNESOTA)
) SS.
COUNTY OF _____)

On this _____day of _____, 2020, before me a Notary Public personally appeared John LeTourneau and Colleen Lasher, 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 and Colleen Lasher acknowledge said instrument to be the free act and deed of said Municipal Corporation.

_____
Notary Public

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

CC Regular Session **5. 15.**

Meeting Date: 06/23/2020

By: Tim Gladhill, Community Development

Information

Title:

Adopt Resolution #19-135 Approving Temporary Contracted Inspection Assistance with Rum River Construction Consultants

Purpose/Background:

The purpose of this case is to authorize a professional services contract with Rum River Construction Consultants as a secondary contract to supplement our current professional services contract with Inspectron, Inc. The Council may recall a similar case in the Fall of 2019. In 2019, the direction was a single temporary authorization. Staff is seeking this as an ongoing authorization so long as it remains within budget constraints.

Staff seeks activity peaks in approximately April/May and September/October for Building Permits. Similar to other departments, Community Development would like to create a pool of contract inspections to quickly react to seasonal variations of activity. This would not have an impact on the budget as professional services for these dollars are already available. Additionally, revenue for this activity is created by permit fees for services rendered. This action is to simply provide a broader pool for Staff to choose from and react quickly to market conditions.

These professional services are utilized for plan review and inspections for Building Permits. This is a budget neutral activity. The activity is funded by fees charged for services on Building Permits. If workload does not dictate need, hours will not be scheduled.

For this activity, the City sets the following metrics.

- Respond to phone and email inquiries same day (at least to acknowledge receipt of inquiry)
- Residential Permits issued within 2 weeks
- Commercial Permits issued within 4 weeks
- Inspections available within 48 hours of request

For a variety of reasons, Staff has been slightly past these metrics. The Stay at Home Orders related to the COVID-19 Pandemic had some implications. Not only did this result in elevated levels of home improvement projects, the transition to a telecommuting environment created some delays that have since stabilized.

Notification:

Notification is not required.

Observations/Alternatives:

Staff recently re-evaluated permit forecasts. Single-Family Residential remains strong and on pace with levels forecasted in the 2020 Budget. Commercial/Industrial construction is tracking to be lower than 2019, but that was already accounted for in the 2020 Budget. There is some carryover construction still occurring from 2019 permits.

Additionally, by entering into a professional services contract with Rum River Construction Consultants, Staff will be able to react more quickly in the future with these needs. The contract with Rum River Construction Consultants would remain secondary to Inspectron, Inc., the City's primary contracted inspection service.

Rum River Construction Consultants is based in Princeton, MN and provides similar services in multiple communities, including Nowthen, MN. The Owner of this firm, Andy Schreder, is a former Inspector with the City of Ramsey and is familiar with our processes and procedures. The firm also offers Saturday service for customers,

if the City so desires.

Funding Source:

This expense is funded through fees for service collected with the Building Permit. Expenses would not exceed revenue collected for the service. Based on Staff Review of similar service providers, $75 is an average charge per hour.

Recommendation:

Staff recommends approval of a professional services contract with Rum River Construction Consultants to supplement existing contracted inspections with Inspectron, Inc.

Action:

Motion to adopt Resolution #19-135 approving professional services contract with Rum River Construction Consultants.

Attachments

Proposed Contract

Resolution #20-135

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	06/18/2020 10:05 AM
Form Started By: Tim Gladhill		Started On: 06/18/2020 09:02 AM
Final Approval Date: 06/18/2020		

CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA

AGREEMENT FOR BUILDING OFFICIAL SERVICES

This Agreement for Building Official Services (the "Agreement") is entered into on this_____ day of _____, 2020, by and between the City of Ramsey (the "Municipality") and Rum River Ventures, LLC DBA Rum River Construction Consultants (the "Contractor").

RECITALS

WHEREAS, the Municipality is in need of professional services to fulfill the needs of their building inspection services pursuant to Minn. Stat. § 326B.133; and

WHEREAS, Contractor has substantial experience as a Building Official and providing building department inspection services implementing the State Building Code and is otherwise qualified to assist the Municipality on an as needed basis for the same; and

WHEREAS, the Municipality desires to contract with Contractor to act as a Building Official and/or provide building inspection services for the Municipality; and

WHEREAS, Contractor is engaged in an independent business and has complied with all federal, state, and local laws regarding business permits and licenses of any kind that may be required to carry out said business and the tasks as set forth in this Agreement; and

WHEREAS, Contractor is an independent contractor and may be engaged to perform the same or similar activities for other municipalities during the term of this Agreement, and that Contractor shall not work solely on behalf of Municipality.

NOW, THEREFORE, for the reasons set forth above, and in consideration of the mutual promises and covenants made herein, it is agreed as follows:

I. Services. Contractor shall provide services to the Municipality on an as requested basis for the prices set forth on Exhibit A attached hereto (the "Services"). Contractor shall perform the Services in the capacity of a Certified Building Official, at the direction of the Chief Building Official, under Minn. Stat. § 326B.133, in accordance with the Minnesota State Building Code, applicable Municipality Ordinances, and applicable Minnesota law. The Municipality understands that all transportation expenses incurred in the course of performing the Services shall be the responsibility of the Municipality. Contractor reserves the right to change the prices and services offered on Exhibit A from time to time, and shall provide the Municipality 30 days written notice in advance of any such changes. Municipality agrees that in the course of performing the Services, Contractor is acting as a public official on the Municipality's behalf.

II. Term. This Agreement shall commence on the date first written above and shall continue through the end of calendar year 2020. At that time, a renewal with updated services and compensation terms will be completed, and the Agreement shall automatically renew on a yearly basis until or unless terminated as specified below.

III. Performance. Contractor shall maintain licenses by the State of Minnesota as a Certified Building Official and by the Minnesota Pollution Control Agency as a Certified Inspector for on-site septic systems. Contractor shall perform the Services in a manner consistent with that of a reasonable and prudent Building Official. Contractor shall maintain an adequate set of records in Municipality property files of all dates, types, and results of permits as required when inspecting permitted work. If any work is requested outside of the scope of the services set forth in Exhibit A, such work shall not commence until Contractor and the Municipality agree to the terms, scope, price, and other details in writing (including via electronic mail). Such additional work shall still be subject to the terms and conditions of this Agreement.

IV. Duties and Powers of Building Official. As provided by Minnesota Administrative rules 1300.0110, the Municipality and Building Official hereby appoint Rum River Construction Consultants and its employees as Subd. 2. Deputies, and extend the Duties and Powers of Building Official while providing services for the City of Ramsey.

V. Independent Contractor. Contractor shall perform the Services as an independent contractor and agent of the Municipality, and not as an employee. No withholdings or deductions shall be made from payments due to the Contractor. Contractor shall not be eligible for benefits, workers compensation, or unemployment benefits. To the extent allowable by law, Contractor may subcontract the performance of certain administrative or other duties under the Agreement.

VI. Insurance. During the entire term of this Agreement, Contractor shall maintain the following insurances and will provide the Municipality of evidence of the same upon request: (1) Commercial general liability insurance coverage with a policy limit of at least $1,500,000 per occurrence; (2) Business automobile liability coverage with a total liability limits of at least $1,500,000; and (3) Workers' compensation insurance. If Contractor is not required by law to carry workers' compensation insurance, in place of proof of workers' compensation insurance, Contractor may provide a written statement of exemption specifying the particular provision of Minn. Stat. § 176.041 that exempts Contractor from having to carry such coverage. If Contractor is required by law to carry workers' compensation insurance, Contractor shall, at the time of execution of this Agreement, furnish evidence satisfactory to the Municipality that Contractor maintains or is exempt from maintaining insurance coverage pursuant to the terms of this Agreement.

VII. Amendments. Any alterations, variations, modifications, or changes of any provisions of this Agreement shall only be valid when they have been reduced to writing and signed by Municipality and Contractor.

VIII. Regulatory Compliance. Contractor shall abide by all federal, state, and local laws, statutes, ordinances, rules, and regulations now in effect or hereinafter adopted pertaining to this Agreement or to the facilities, programs, and staff for which Contractor is responsible. Contractor shall procure, at Contractor's expense, all permits, licenses, or other rights required for the provision of the Services. Any violation of federal, state, or local laws, statutes, ordinances, rules or regulations, as well as loss of any applicable license, permit, or certification by Contractor shall constitute a material breach of this Agreement, regardless of the reason and whether or not intentional, and shall entitle Municipality to terminate this Agreement effective as of the date of such violation, failure, or loss.

IX. Data Practices Compliance. Contractor will have access to data collected or maintained by the Municipality to the extent necessary to perform Contractor's obligations under this Agreement. Contractor agrees to maintain all data obtained from the Municipality in the same manner as the Municipality is required under the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13. Contractor will not release or disclose the contents of data classified as not public to any person except at the written direction of the Municipality. Upon termination of this Agreement, Contractor agrees to return all data pertaining to Municipality business within 30 days of Agreement termination.

X. Termination. Either party may terminate this Agreement by providing written notice to the other party 60 days prior to the termination. In the event of a material breach by either party, the Agreement may be terminated with 10 days written notice to the other party. In the event Municipality elects to terminate based upon an alleged material breach of the Agreement by Contractor, Contractor shall have 10 days (or the least amount of time reasonably necessary if longer than 10 days) to cure the breach.

XI. Billing and Payment. Invoices shall be submitted periodically (customarily on a monthly basis) and are due and payable within 30 days of receipt by Municipality. Past due balances shall accrue interest at a rate of 1.0% per month (or the maximum rate of interest permitted by law, if less).

XII. Choice of Law and Venue. This Agreement is being executed in and is intended to be performed in the State of Minnesota, and shall be construed and enforced in accordance with Minnesota law. The parties hereto consent and agree that any legal action arising from or related to the Agreement shall be venued in Anoka County District Court, State of Minnesota.

XIII. Severability. The provisions of this Agreement shall be deemed severable. If any part of this Agreement is rendered void, invalid, or otherwise unenforceable, such rendering shall not affect the validity and enforceability of the remainder of this Agreement.

XIV. Merger. The Parties acknowledge and represent that no promise or representation not contained in this Agreement has been made to them, and acknowledge and represent that this Agreement contains the entire understanding between the Parties and contains all terms and conditions between them.

XV. Counterparts. This Agreement may be executed in one or more counterparts, each of which shall be deemed an original but all of which shall constitute one and the same instrument. For purposes of this Agreement, the use of facsimile, email, or other electronic medium shall have the same force and effect as an original signature.

IN WITNESS WHEREOF, the parties hereto have signed and executed this Agreement, both in duplicate, on the day and year first above written.

MUNICIPALITY

By: _____

Its: _____

Second Signature (if required by Municipality)

By: _____

Its: _____

CONTRACTOR

By: _____

Its: _____

Exhibit A
Services

- **Building Inspection Services and Additional Requested Work.**
  - On call and as needed general building inspection services during normal business hours will be billed at a rate of $75.00 per hour at the direction of the Chief Building Official.
  - Optional services including Plan Review (whether completed while in the City or remotely) and SSTS inspections are available at a rate of $75.00 per hour at the direction of the Chief Building Official.
  - Inspections and/or other meetings requested outside of normal business hours, M-F 8:00 am to 4:30 pm, or agreed upon work schedules,will be billed at a rate of $97.00 per hour, 1-hour minimum will apply. These terms are specified to address emergency disaster response and the evaluation of buildings after natural or manmade disasters.
  - Saturday inspections for maintenance permits including residential roofing, siding, windows and mechanical work will be billed at $75.00 per hour with advance notice requested.
  - **Transportation Costs.** Municipality will provide transportation to meetings and site inspections within the Municipality at no cost to the Contractor.

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #20-135

RESOLUTION APPROVING PROFESSIONAL SERVICES CONTRACT WITH RUM RIVER CONSTRUCTION CONSULTANTS

WHEREAS, the City of Ramsey has identified a need for additional inspection assistance related to Building Permits; and

WHEREAS, the City of Ramsey desires an adaptable solution in lieu of hiring an in-house inspector that allows multiple options to quickly meet market demand and service levels.

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 professional services contract with Rum River Construction Consultants.

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

and the following voted against the same:

and the following abstained:

and the following were absent:

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 23rd day of June, 2020.

_____

Mayor

ATTEST:

City Clerk

CC Regular Session **5. 16.**

Meeting Date: 06/23/2020

By: Chloe McGuire Brigl, Community Development

Information

Title

Adopt Resolution #20-137 Approving an Easement Encroachment Agreement with Armstrong West Retail Mall, LLC for Installation and Maintenance of a Sign in a Drainage and Utility Easement at 8019 146th Ave NW (Project No. 19-111); Case of PSD, LLC dba Armstrong West Retail Mall, LLC

Purpose/Background:

The purpose of this case is to review a request from PSD, LLC doing business as Armstrong West Retail Mall, LLC (the "Applicant") for Installation and Maintenance of a Sign in a Drainage and Utility Easement at 8019 146th Ave NW (the "Subject Property").

Notification:

Notification is not required.

Observations/Alternatives:

The Applicant received a Conditional Use Permit (CUP) for an oversized monument sign on the Subject Property, and is working with DeMars Signs for the monument sign. DeMars signs applied for and received a permit for a permanent sign on the Subject Property. The base of the sign was placed in a drainage and utility easement onsite. An easement encroachment agreement is required to keep the sign where it was placed and had been previously contemplated. Upon completion of the footing, it was discovered that the footing was closer to a sanitary sewer line than originally anticipated. What had been anticipated as a housekeeping item at a later date given that the sign was included in site plan approval now needs more immediate action. Staff reiterates that the Applicant took all the necessary steps and secured the proper permit from the City prior to construction. There is no damage nor immediate concern of damage to the sanitary sewer line. Staff simply wants to have the encroachment agreement in place before the sign is completed. This is a fairly standard process.

This 75 foot tall sign with a readerboard on the top. The sign is a significant cost to the landowner, and moving the sign would also require significant cost. Staff is recommending an easement encroachment agreement to allow the sign to stay where it was originally placed, which required boring into the ground to ensure the sign remains stable and safe onsite. Staff does believe the sign is safe where it is placed, and the Engineering Department is working with the Applicant and their sign contractor to inspect under the sign to get a clear understanding of what is underground in the easements onsite.

Staff recommends approval of the easement encroachment agreement to allow the sign to be built where the base was placed.

Funding Source:

Staff is handling this process as part of normal duties.

Recommendation:

Staff recommends adoption of Resolution #20-137 approving an easement encroachment agreement for the sign to remain on an easement in the Subject Property.

Action:

Motion to Adopt Resolution #20-137 Approving an Easement Encroachment Agreement with Armstrong West Retail Mall, LLC for Installation and Maintenance of a Sign in a Drainage and Utility Easement

Attachments

Site Location Map

Encroachment Agreement

Resolution 20-137

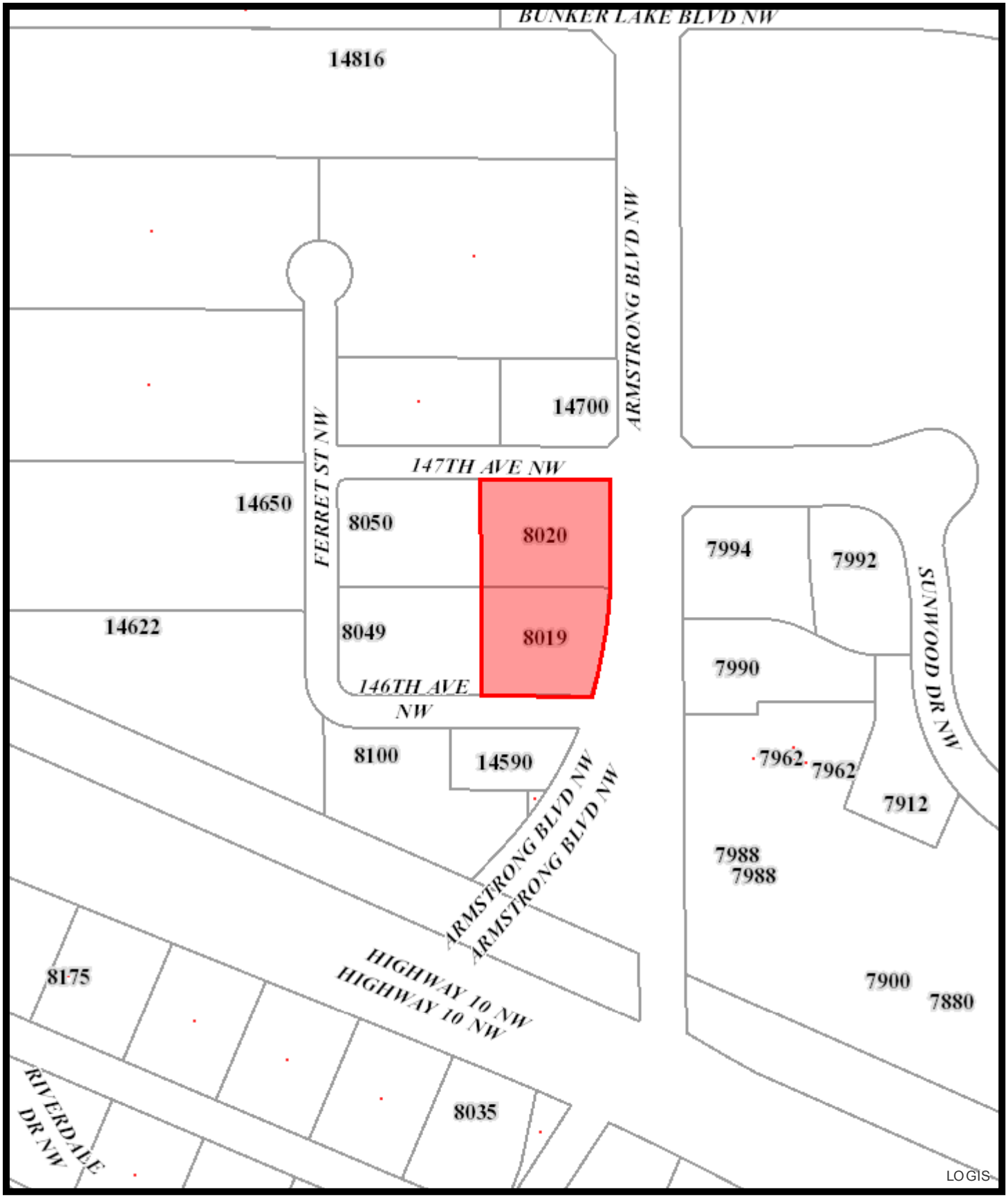
Form Review

Inbox	Reviewed By	Date
Tim Gladhill	Chloe McGuire Brigl	06/18/2020 10:47 AM
Tim Gladhill	Tim Gladhill	06/18/2020 10:56 AM
Kurt Ulrich	Kurt Ulrich	06/18/2020 04:25 PM

Form Started By: Chloe McGuire Brigl Started On: 06/18/2020 09:46 AM

Final Approval Date: 06/18/2020

Site Location Map



Feet
0 65 130 260 390 520

Print Date: June 11, 2019

ENCROACHMENT AGREEMENT

THIS AGREEMENT ("Agreement") is made this _____ day of _____, 2020, by and between the **CITY OF RAMSEY**, a municipal corporation under the laws of the State of Minnesota ("City"), and **Armstrong West Retail Mall, LLC,** as well as their successors and assigns (collectively, the "Landowner").

RECITALS:

WHEREAS, Landowner is the fee owner of the real property generally known as 8019 146th Ave NW, Ramsey, Minnesota and legally described as follows:

Lot 2, Block 1, West Armstrong Addition, according to the recorded plat thereof, Anoka County, Minnesota.

(the "Property"); and

WHEREAS, the City currently has Drainage and Utility Easements over, under and across a portion of the Property, as dedicated to the public pursuant to the Plat known as "West Armstrong Addition" recorded in the Office of the County Recorder, Anoka County, Minnesota, which easements are shown on Exhibit "A" attached hereto and made a part hereof.

WHEREAS, Landowner seeks permission from the City to encroach upon the Drainage and Utility Easements (the "Easements") to install and maintain a seventy-five (75) foot tall monument sign for which they received a Conditional Use Permit (CUP) (the "Sign").

WHEREAS, the Sign would be located on the southeast corner of the Property as shown on Exhibit "B" and Exhibit "C".

NOW, THEREFORE, in consideration of the mutual covenants contained herein and other good and valuable consideration, the parties agree as follows:

1. The City hereby approves an encroachment on and over the Easements by Landowner for the purposes of installing and maintaining the Sign as shown on Exhibit "B" over that part of the Easements as shown in Exhibit "C" subject to the terms of this Agreement. Landowner shall not expand the Sign in size or height unless approved in writing by the City and no change in the existing grade by Landowner is allowed under this Agreement.

2. Nothing in this Agreement shall be deemed a waiver or abandonment of the City's rights under the Easements.

3. The Landowner shall be responsible for all costs relating to use, maintenance and repair of the Sign.

4. Landowner agrees that if the City, during its normal construction, reconstruction, maintenance and/or repair of the public utilities of the City located within the Easements including, but not limited to, watermain, sanitary sewer and/or storm sewer systems, deems it necessary and expedient to excavate within the Easements, Landowner shall be responsible for removing, reconstructing and/or repairing the Sign and the City's only obligation shall be to fill the excavated area and level the same to the grade that it was prior to the City's excavation. Not withstanding the above, in the event the City finds it is necessary to completely and totally restore easement area, the landowner agrees to remove the Sign that has been placed in the Easements. Landowner will promptly comply with said removal request at their expense and will remove the Sign within sixty (60) days of the written request by the City.

5. In the event that Landowner fails to take any action required in this Agreement and the City is required to repair, reconstruct or take other actions to maintain the City's utilities, as a result of the Landowner's use and maintenance of the Sign, the City may take any and all actions permitted by law to collect the costs of those repairs and the City may further levy an assessment against the Property for all costs incurred by the City. Landowner waives any and all rights to challenge or appeal the assessment.

6. Landowner and their successors and assigns do hereby agree to defend, indemnify, and hold the City harmless from any and all costs and expenses, all claims and liability, including attorney's fees, relating to or arising from granting the Landowner permission to encroach on the Easements for the maintenance, use, and operation of the Sign.

7. All notices, requests, demands and other communications hereunder shall be in writing and shall be deemed given if personally delivered or mailed, certified mail, return receipt requested, to the following:

TO CITY: Colleen Lasher, City Clerk
City of Ramsey
7550 Sunwood Drive NW
Ramsey, MN 55303

TO LANDOWNER: Armstrong West Retail Mall, LLC
Attn: Matt Kuker
7533 Sunwood Drive NW, Suite 315
Ramsey, MN 55303

or to any successors or assigns of the Landowner or City, or any future address of the Landowner or City, if Landowner or City gives the other party notice of said change of address as provided pursuant to the provision for notice herein.

8. This Agreement shall be recorded against the title to the Property and shall be enforceable against Landowner's successors and assigns.

CITY OF RAMSEY

By: _____ By: _____
John LeTourneau, Mayor Kurtis G. Ulrich, City Administrator

STATE OF MINNESOTA)
)ss.
COUNTY OF ANOKA)

The foregoing instrument was acknowledged before me this ____ day of _____, 2020, by John LeTourneau and Kurtis G. Ulrich, respectively the Mayor and City Administrator of the City of Ramsey, a Minnesota municipal corporation, on behalf of the corporation and pursuant to the authority granted by its City Council.

_____
Notary Public

LANDOWNER:

Armstrong West Retail Mall, LLC

By: Matt Kuker

Its: Owner

STATE OF MINNESOTA)
)ss.
COUNTY OF _____)

The foregoing instrument was acknowledged before me this ____ day of _____, 2020, by Matt Kuker, the Owner of Armstrong West Retail Mall, LLC, a Limited Liability Company (Domestic) under the laws of Minnesota.

_____
Notary Public

Drafted by:
City of Ramsey
7550 Sunwood Dr NW
Ramsey, MN 55303

EXHIBIT "A"
West Armstrong Addition (Plat)

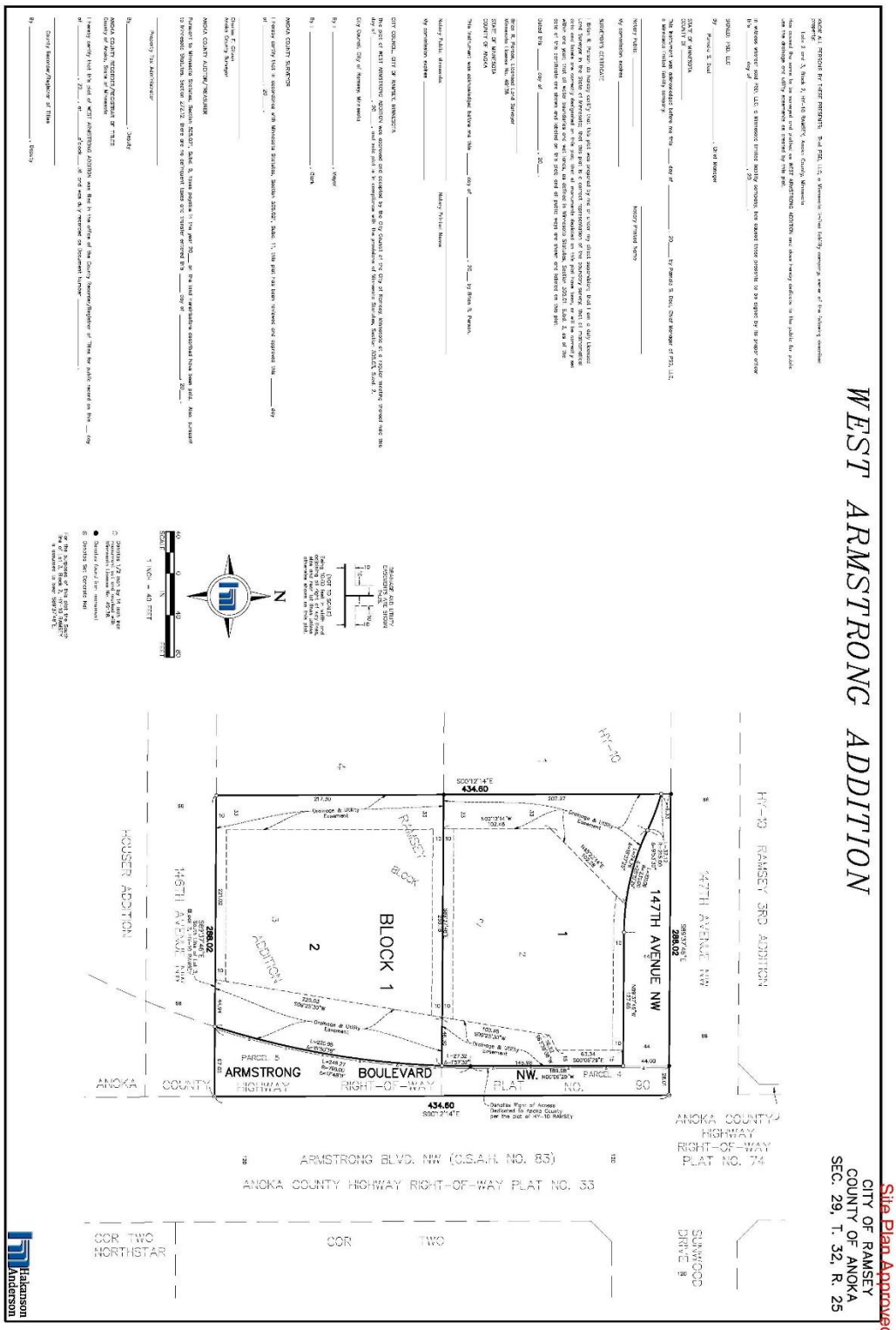
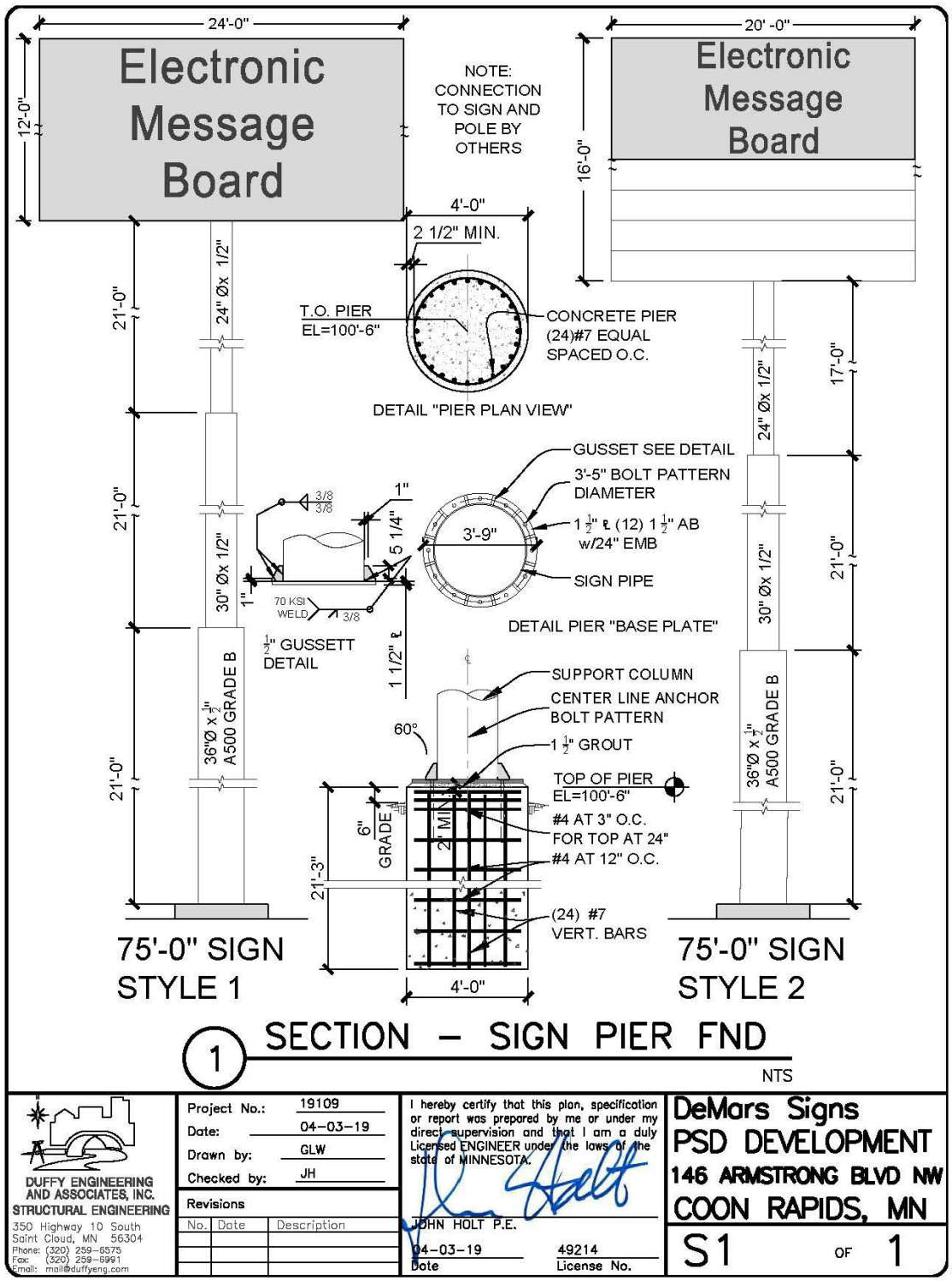


EXHIBIT "B"
Sign Design (Left)



DUFFY ENGINEERING AND ASSOCIATES, INC.
STRUCTURAL ENGINEERING
350 Highway 10 South
Saint Cloud, MN 56304
Phone: (320) 259-6575
Fax: (320) 259-6991
Email: mail@duffyeng.com

Project No.: 19109
Date: 04-03-19
Drawn by: GLW
Checked by: JH

Revisions

No.	Date	Description

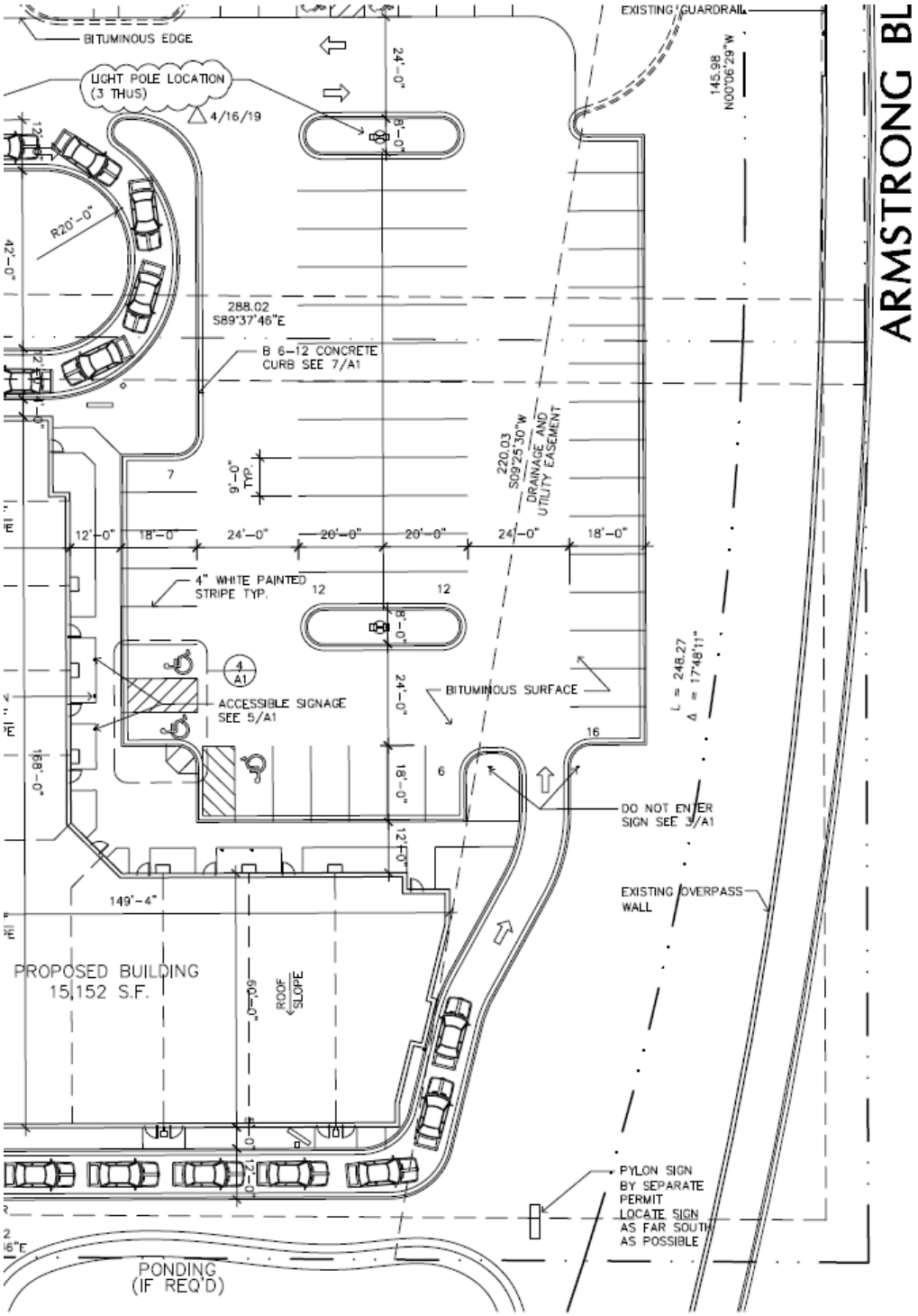
I hereby certify that this plan, specification or report was prepared by me or under my direct supervision and that I am a duly Licensed ENGINEER under the laws of the state of MINNESOTA.

JOHN HOLT P.E.
04-03-19 Date
49214 License No.

DeMars Signs
PSD DEVELOPMENT
146 ARMSTRONG BLVD NW
COON RAPIDS, MN

S1 OF 1

EXHIBIT "C"
Sign Locations



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

RESOLUTION #20-137

RESOLUTION APPROVING AN EASEMENT ENCROACHMENT AGREEMENT FOR A MONUMENT SIGN TO BE INSTALLED IN A DRAINAGE AND UTILITY EASEMENT AT 8019 146TH AVE NW AND DECLARING TERMS OF SAME

WHEREAS, PSD, LLC doing business as Armstrong West Retail Mall, LLC hereinafter referred to as the "Applicant", has requested an Encroachment Agreement to facilitate the installation of a monument sign (the "Sign") within a drainage and utility easement (the "Easement") on the property generally known as 8019 146th Ave NW and legally described as follows:

Lot 2, Block 1 West Armstrong Addition, Anoka County, Minnesota

("Subject Property")

WHEREAS, the Applicant received a Permanent Sign Permit to install the Sign on the Subject Property; and

WHEREAS, the Applicant received a Conditional Use Permit (CUP) for the size of the sign on the Subject Property; and

WHEREAS, the Engineering Department has reviewed the sign base and determined that the Sign was placed in the Easement and has determined the Easement can still function as designed with the encroachment of the Sign; and

WHEREAS, the City Council reviewed the request on June 23, 2020.

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

1. That, contingent upon the **Applicant** entering into an Easement Encroachment Agreement with the **City** and recording said agreement against the **Subject Property**, the **Applicant** may install and maintain the **Sign** in accordance with the terms and conditions contained within the Easement Encroachment Agreement.

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

and the following voted against the same:

and the following abstained:

and the following were absent:

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 23rd day of June, 2020.

CITY OF RAMSEY

By:_____ By:_____
Mayor City Clerk

STATE OF MINNESOTA)
) SS.
COUNTY OF _____)

On this _____day of _____, 2020, before me a Notary Public personally appeared John LeTourneau and Colleen Lasher, 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 and Colleen Lasher acknowledge said instrument to be the free act and deed of said Municipal Corporation.

_____
Notary Public

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

CC Regular Session **5. 17.**

Meeting Date: 06/23/2020

By: Tim Gladhill, Community Development

Information

Title

Adopt Resolution #19-138 Declaring Participation in State Performance Measurement Program

Purpose/Background:

Purpose of Case:

Adopt a resolution declaring the City's participation in the State Council on Local Results and Innovation Performance Measurement Program (often referenced as CPM - City Performance Measurement)

NOTE: the City participated in this annual program in 2012, 2013, 2014, 2015, 2017 and 2019.

Background:

In 2010, the State legislature created the Council on Local Results and Innovation. In 2011, the Innovation Council developed and released a standard of performance measurements for Cities and Counties; with the goal of aiding residents, taxpayers, and state and local elected officials in determining the efficacy of Counties and Cities in providing services, and measure residents' opinions of those services.

Cities that elect to participate in the standard measures program must officially adopt [by resolution] and implement certain standard performance measures. Participating entities must report their results to the State Auditor and make them available to all interested parties by publishing them on the Auditor's web site [by July 1 annually]. Lastly, results must be provided to local residents through publication, direct mailing, posting on a web site or through a public hearing [by December 31 annually]

Cities benefit from participating from the standard measures program by receiving a reimbursement from the State in the amount of 14 cents per capita (about $3,500 Ramsey). More importantly, Cities benefit by developing an annual performance measurement baseline; which can be utilized by elected officials and tax payers to make educated decisions. Lastly, cities have the ability to view other organizations' program results; which provides the City with comparable performance measurement data.

Notification:

NA

Observations/Alternatives:

Attached to this case is the resolution required for adoption to participate in the Council on Local Results and Innovation Performance Measurement Program along with previous results.

This program works in parallel with the City's initiative to conduct a biannual resident survey. Both the performance measurement program and the biannual resident survey are utilized during the City's budgeting and strategic planning processes.

Funding Source:

This case is being handled as part of normal Staff duties. The State of Minnesota allocates funding to the City for participating (about $3,500).

Recommendation:

Motion to adopt Resolution #19-148 Declaring the City of Ramsey's Participation in the State Council on Local Results and Innovation -- Performance Measurement Program

Action:

Motion to adopt Resolution #19-138 Declaring the City of Ramsey's Participation in the State Council on Local Results and Innovation -- Performance Measurement Program

---

Attachments

Standard Measures - Cities

Ramsey 2019 Report

2018 Citizen Survey Results

Background from State Auditor

Resolution #20-138

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	06/18/2020 04:27 PM
Form Started By: Tim Gladhill		Started On: 06/18/2020 11:00 AM
Final Approval Date: 06/18/2020		

Standard Measures for Cities

Category	#	Measure	Notes:
General	1.	Rating of the overall quality of services provided by your city (survey data, provide year completed and total responses)	Example of responses: excellent, good, fair, poor
	2.	Percent change in the taxable property market value	County assessor's office data
	3.	Citizens' rating of the overall appearance of the city (survey data, provide year completed and total responses)	Example of responses: excellent, good, fair, poor
	4.*	Nuisance code enforcement cases per 1,000 population	(Number of cases / Population) x 1,000 = cases per 1,000 population
	5.*	Number of library visits per 1,000 population	(Number of visits / Population) x 1,000 = visits per 1,000 population
	6.*	Bond rating	Standard & Poor's Ratings Services or Moody's Investor Services
	7.	Citizens' rating of the quality of city recreational programs and facilities (survey data, provide year completed and total responses)	Example of responses: excellent, good, fair, poor
	8.*	Accuracy of post election audit (% of ballots counted accurately)	
Police Services	9.	Part I and II Crime Rates	Submit data as reported by the Minnesota Bureau of Criminal Apprehension
	10.*	Part I and II Crime Clearance Rates	Submit data as reported by the Minnesota Bureau of Criminal Apprehension
	11.	Citizens' rating of safety in their community (survey data, provide year completed and total responses)	Example of responses: very safe, somewhat safe, neither safe nor unsafe, somewhat unsafe, very unsafe
	12.	Average police response time	Average time it takes to respond to top priority calls from dispatch to officer on scene.
Fire & EMS Services	13.	Insurance industry rating of fire services	Insurance Service Office (ISO) Rating. The ISO issues ratings to fire departments throughout the country for the effectiveness of their fire protection services and equipment. ISO analyzes data and then assigns a classification from 1 to 10. Class 1 represents superior property fire protection and Class 10 indicates that the area's fire suppression program does not meet ISO's minimum criteria.
	14.	Citizens' rating of the quality of fire protection services (survey data, provide year completed and total responses)	Example of responses: excellent, good, fair, poor
	15.	Average fire response time	Average time it takes from dispatch to apparatus on scene for calls that are dispatched as a possible fire
	16.*	Fire calls per 1,000 population	(Number of calls / population) x 1,000 = calls per 1,000 population
	17.*	Number of fires with loss resulting in investigation	
	18.*	EMS calls per 1,000 population	(Number of calls / population) x 1,000 = calls per 1,000 population
	19.	Emergency Medical Services average response time	Average time it takes from dispatch to arrival of EMS
Streets	20.	Average city street pavement condition rating	Provide average rating and the rating system program/type. Example, 70 rating on the Pavement Condition Index (PCI).
	21.	Citizens' rating of the road conditions in their city (survey data, provide year completed and total responses)	Example of responses: excellent, good, fair, poor. Alternatively: good condition, mostly good condition, many bad spots
	22.*	Expenditures for road rehabilitation per paved lane mile rehabilitated (jurisdiction only roads)	Total cost for rehabilitations / lane miles rehabilitated
	23.*	Percentage of all jurisdiction lane miles rehabilitated in the year	Lane miles rehabilitated in year / total number of lane miles
	24.*	Average hours to complete road system during snow event	
	25.	Citizens' rating of the quality of snowplowing on city streets (survey data, provide year completed and total responses)	Example of responses: excellent, good, fair, poor
Water	26.	Citizens' rating of the dependability and quality of the city water supply (survey data, provide year completed and total responses)	Example of responses: excellent, good, fair, poor
	27.	Operating cost per 1,000,000 gallons of water pumped/produced	Centrally provided system: (actual operating expense for water utility / (total gallons pumped / 1,000,000)) = cost per million
Sanitary Sewer	28.	Citizens' rating of the dependability and quality of city sanitary sewer service (Provide year completed and total responses)	Example of responses: excellent, good, fair, poor
	29.	Number of sewer blockages on city system per 100 connections	Centrally provided system: (Number of blockages / number of connections) x 100 = blockages per 100 connections

*New or amended measure

Ramsey: Standard Measures 2019

Category		Measure	2012	2013	2014	2015	2016	2017	2018	2019
General	**1**	Rating of the overall quality of services provided by your city	*Survey*	*Survey*	*Survey*	*Survey*	*Survey*	*Survey*	*Survey*	*Survey*
	2	Percent change in the taxable property market value	-7.82%	-0.74%	12.76%	4.50%	5.07%	6.18%	10.10%	8.26%
	3	Citizens' rating of the overall appearance of the city	*Survey*	*Survey*	*Survey*	*Survey*	*Survey*	*Survey*	*Survey*	*Survey*
	4	Nuisance code enforcement cases per 1,000 population	6.31	9.72	14.40	15.48	15.09	30.55	41.74	31.59
	5	Number of library visits per 1,000 population	*NA*	*NA*	*NA*	*NA*	*NA*	*NA*	*NA*	*N/A*
	6	Bond rating	AA+	AA+	AA+	AA+	AA+	AA+	AA+	AA+
	7	Citizens' rating of city recreational programs and facilities	*Survey*	*Survey*	*Survey*	*Survey*	*Survey*	*Survey*	*Survey*	*Survey*
	8	Accuracy of post election audit (% of ballots counted accurately)	100%	100%	100%	100%	100%	100%	100%	100%
Police	**9**	P I and II Crime Rates (per 1000)	22.20/26.30	17.3/25.43	*15.01 / 27.16*	*14.53/25.53*	*13.47/24.21*	*16.25/23.75*	*13.92/21.25*	*1 year lag*
	10	Part I and II Crime Clearance Rates (per 1000)	41%	51%	46%	*62%*	*52%*	*46%*	*26%/63% (44.5% ave.)*	*1 year lag*
	11	Citizens' rating of safety in their community (survey)	*Survey*	*Survey*	*Survey*	*Survey*	*Survey*	*Survey*	*Survey*	*Survey*
	12	Average police response time (emergency calls)	8:36	No Data	No Data	4:33	3:23	4:25	6:03	5:42
Fire & EMS	**13**	Insurance industry rating of fire services	ISO 5/7	ISO 5/7	ISO 5/7	ISO 5/7	ISO 5/7	ISO 5/7	ISO 4/7	ISO 4/7
	14	Citizens' rating of the quality of fire protection services	*Survey*	*Survey*	*Survey*	*Survey*	*Survey*	*Survey*	*Survey*	*Survey*
	15	Average fire response time	8:05	8:24	8:12	8:27	8:26	8:23	8:16	8:41
	16	Fire calls per 1,000 population	13.20	10.98	16.50	12.46	11.70	14.46	16.70	15.3
	17	Number of fires with loss resulting in investigation	29.00	34.00	27.00	16.00	15.00	13.00	12.00	15
	18	EMS calls per 1,000	2.50	4.56	4.70	5.55	7.60	13.00	14.85	20.8
	19	Emergency Medical Services average response time	0.34	0.26	6:85	6:35	6:51	6:50	6:46	
Streets	**20**	Average city street pavement condition rating Paser Scale (1-10)	7.50	7.25	7.40	7.50	7.35	7.20	6.77	6.07
	21	Citizens' rating of the road conditions in their City	*Survey*	*Survey*	*Survey*	*Survey*	*Survey*	*Survey*	*Survey*	*Survey*
	22	Expenditures for road rehabilitation per paved lane mile rehab. Does not include minor upkeep (pot holes, patching, etc.)	$1,941	$1,350	$10,628	$41,700	$58,690	$46,009	$52,009	$17,182
	23	Percentage of all jurisdiction lane miles rehabilitated in the yr	12%	8%	12%	9%	12%	8%	16%	12%
	24	Average hours to complete road system during snow event	8.00	8.90	7.61	8.20	8.16	6.48	8.66	7.80
	25	Citizens' rating of the quality of snowplowing on city streets	*Survey*	*Survey*	*Survey*	*Survey*	*Survey*	*Survey*	*Survey*	*Survey*
Water	**26**	Citizens' rating of water dependability and quality (survey)	*Survey*	*Survey*	*Survey*	*Survey*	*Survey*	*Survey*	*Survey*	*Survey*
	27	Operating cost per 1,000,000 gallons of water pumped/produced	$895	$1,080	$1,011	$992	$746	$1,017	$1,244	$1,176
Sanitary Sewer	**28**	Citizens' rating of the dependability and quality of city sanitary sewer	*Survey*	*Survey*	*Survey*	*Survey*	*Survey*	*Survey*	*Survey*	*Survey*
	29	Number of sewer blockages on city system per 100 connections	0	0	0	0	0	0	0	0

THE NCS™

The National Citizen Survey™

Ramsey, MN

Community Livability Report

2018

NRC
National Research Center Inc

2955 Valmont Road Suite 300
Boulder, Colorado 80301
n-r-c.com • 303-444-7863

ICMA
Leaders at the Core of Better Communities

777 North Capitol Street NE Suite 500
Washington, DC 20002
icma.org • 800-745-8780

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Governance 5
Participation 7
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Charter Members
AAPOR Transparency Initiative
AMERICAN ASSOCIATION FOR PUBLIC OPINION RESEARCH

The National Citizen Survey™
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The NCS™ is presented by NRC in collaboration with ICMA.

NRC is a charter member of the AAPOR Transparency Initiative, providing clear disclosure of our sound and ethical survey research practices.

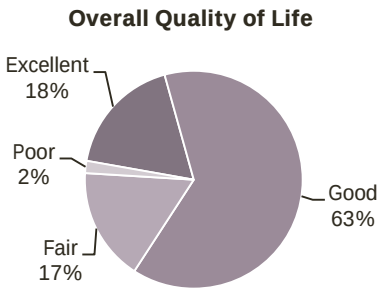
About

The National Citizen Survey™ (The NCS) report is about the "livability" of Ramsey. The phrase "livable community" is used here to evoke a place that is not simply habitable, but that is desirable. It is not only where people do live, but where they want to live.

Great communities are partnerships of the government, private sector, community-based organizations and residents, all geographically connected. The NCS captures residents' opinions within the three pillars of a community (Community Characteristics, Governance and Participation) across eight central facets of community (Safety, Mobility, Natural Environment, Built Environment, Economy, Recreation and Wellness, Education and Enrichment and Community Engagement).

The Community Livability Report provides the opinions of a representative sample of 465 residents of the City of Ramsey. The margin of error around any reported percentage is 5% for all respondents. The full description of methods used to garner these opinions can be found in the *Technical Appendices* provided under separate cover.

Quality of Life in Ramsey

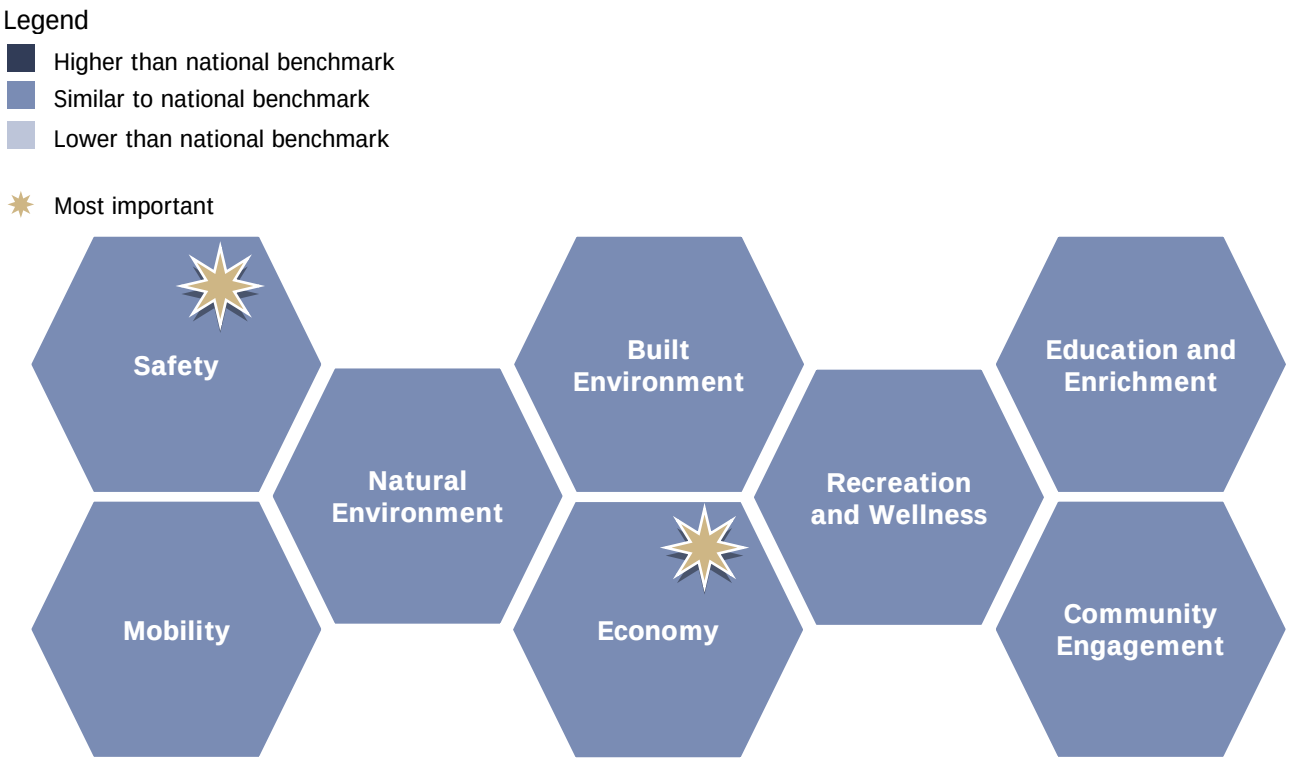


About 8 in 10 residents rated the quality of life in Ramsey as excellent or good. This was similar to ratings given in other communities across the nation (see Appendix B of the *Technical Appendices* provided under separate cover).

Shown below are the eight facets of community. The color of each community facet summarizes how residents rated it across the three sections of the survey that represent the pillars of a community – Community Characteristics, Governance and Participation. When most ratings across the three pillars were higher than the benchmark, the color for that facet is the darkest shade; when most ratings were lower than the benchmark, the color is the lightest shade. A mix of ratings (higher and lower than the benchmark) results in a color between the extremes.

In addition to a summary of ratings, the image below includes one or more stars to indicate which community facets were the most important focus areas for the community. As in 2016, residents identified Safety and Economy as priorities for the Ramsey community in the coming two years. All facets of community livability were rated positively and similar to the national benchmark. This overview of the key aspects of community quality provides a quick summary of where residents see exceptionally strong performance and where performance offers the greatest opportunity for improvement. Linking quality to importance offers community members and leaders a view into the characteristics of the community that matter most and that seem to be working best.

Details that support these findings are contained in the remainder of this Livability Report, starting with the ratings for Community Characteristics, Governance and Participation and ending with results for Ramsey's unique questions.



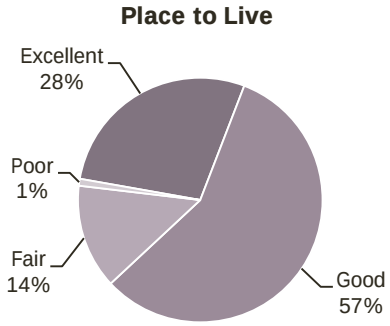
Community Characteristics

What makes a community livable, attractive and a place where people want to be?

Overall quality of community life represents the natural ambience, services and amenities that make for an attractive community. How residents rate their overall quality of life is an indicator of the overall health of a community. In the case of Ramsey, 85% rated the city as an excellent or good place to live. Respondents' ratings of Ramsey as a place to live were similar to ratings in other communities across the nation.

In addition to rating the city as a place to live, respondents rated several aspects of community quality including Ramsey as a place to raise children and to retire, their neighborhood as a place to live, the overall image or reputation of Ramsey and its overall appearance. While ratings for these aspects ranged from 55% to 87% excellent or good, all community quality ratings were similar to those given elsewhere.

Delving deeper into Community Characteristics, survey respondents rated over 40 features of the community within the eight facets of Community Livability. Resident evaluations within the facets of Safety, Mobility and Natural Environment were positive and similar to the benchmark. In Built Environment, the rating for affordable quality housing was more positive than seen in other communities, while the rating for public places where people want to spend time was perceived as less positive. Other aspects that received ratings lower than the benchmark were recreational, education/enrichment and volunteer opportunities as well as several aspects within the facet of Economy.



When compared to 2016, residents were more likely in 2018 to positively rate Ramsey as a place to retire, as well as employment and fitness opportunities and cultural/arts/music activities (for more information see the *Trends over Time* report under separate cover).

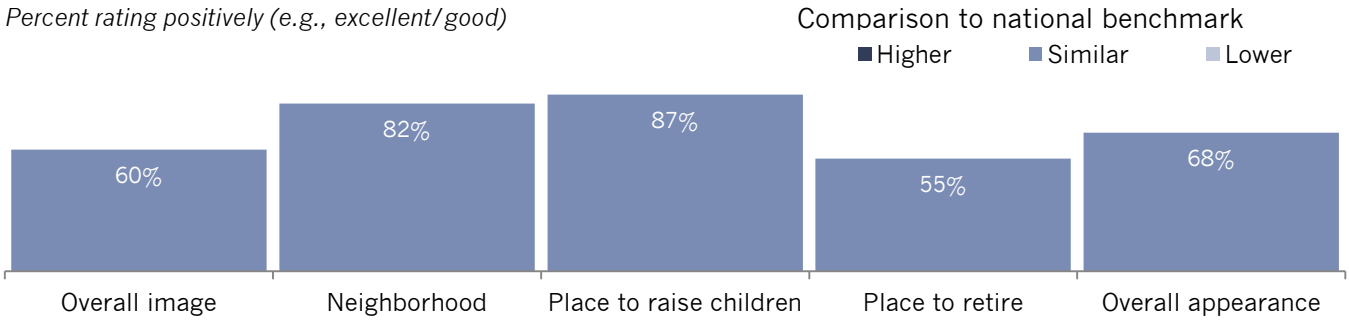
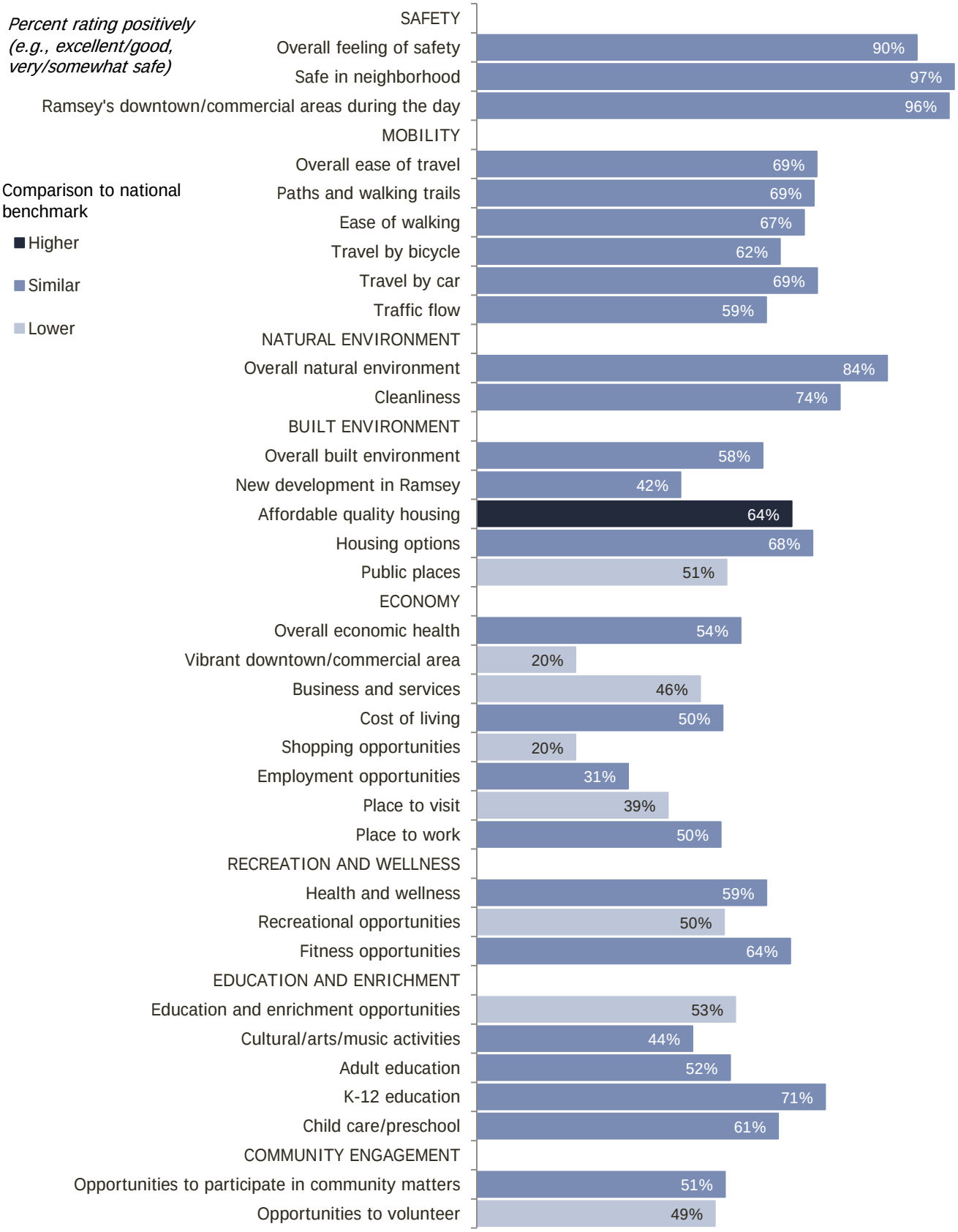


Figure 1: Aspects of Community Characteristics



Governance

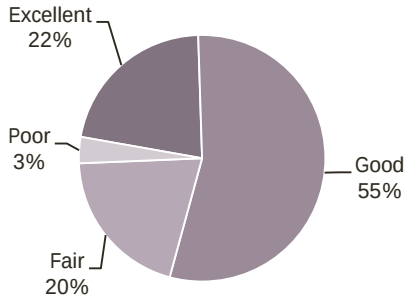
How well does the government of Ramsey meet the needs and expectations of its residents?

The overall quality of the services provided by Ramsey as well as the manner in which these services are provided is a key component of how residents rate their quality of life. About three-quarters of residents gave positive reviews to the overall quality of City services while about 4 in 10 favorably rated the services provided by the Federal Government; both of these evaluations were similar to those observed elsewhere across the country.

Survey respondents also rated various aspects of Ramsey's leadership and governance. About 8 in 10 residents gave favorable marks to the customer service provided by the City, and roughly half were pleased with the remaining aspects of government performance. These ratings were all similar to the national benchmark and several trended up since 2016 (welcoming citizen involvement, confidence in City government, acting in the best interest of Ramsey and being honest).

Respondents evaluated over 30 individual services and amenities available in Ramsey. Most services were rated positively by a majority of respondents and were similar to ratings given in other communities. Several service evaluations improved from 2016 to 2018, including those for traffic signal timing, economic development and most aspects of Built Environment.

Overall Quality of City Services



Percent rating positively (e.g., excellent/good)

Comparison to national benchmark

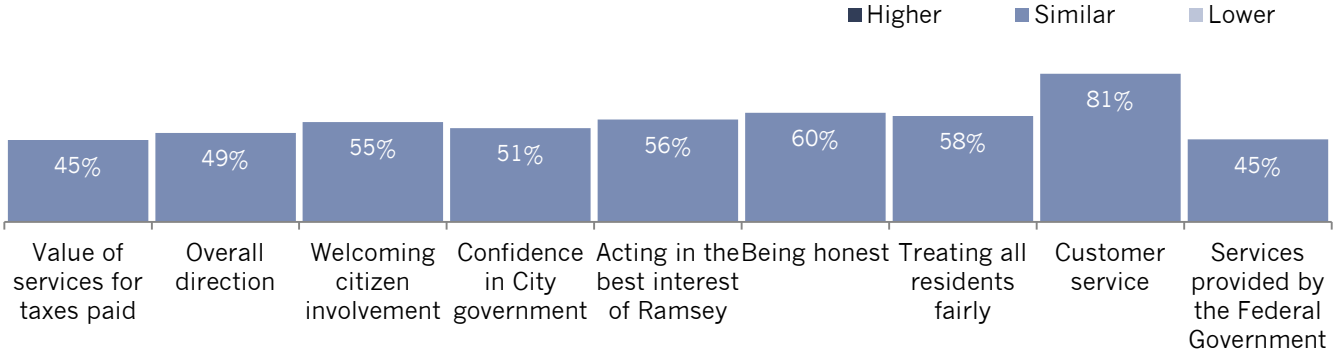
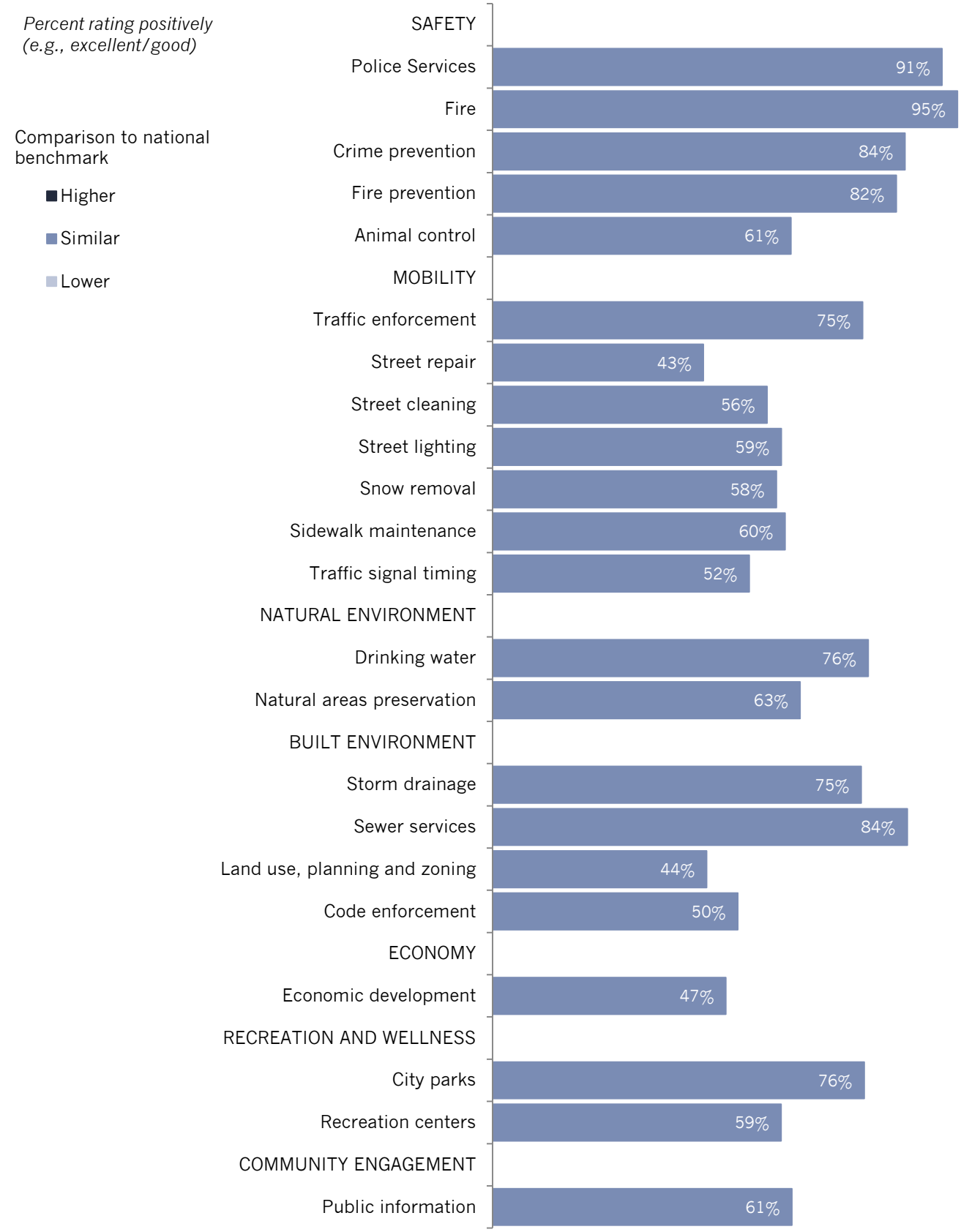


Figure 2: Aspects of Governance

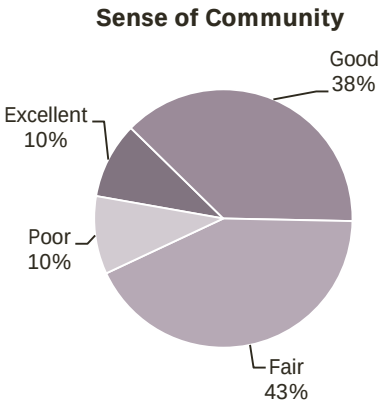


Participation

Are the residents of Ramsey connected to the community and each other?

An engaged community harnesses its most valuable resource, its residents. The connections and trust among residents, government, businesses and other organizations help to create a sense of community, a shared sense of membership, belonging and history. About half of residents gave excellent or good marks to the sense of community in Ramsey, which was similar to ratings seen in other communities. More than 8 in 10 residents would recommend living in Ramsey to someone who asked and planned to remain there for the next five years; these ratings were also similar to the national benchmark.

The survey included over 30 activities and behaviors for which respondents indicated how often they participated in or performed each, if at all. Levels of participation tended to vary widely across the different facets, making the comparison to the benchmark (and to Ramsey's ratings over time) helpful for interpreting the results. Participation rates tended to be similar to the national benchmark for most items. However, Ramsey residents were more likely than those who lived in other communities to have recycled at home and to not feel they were under housing cost stress, but less likely to work in Ramsey, to have campaigned for an issue, cause or candidate or to have volunteered. Further, survey respondents were more likely in 2018 than in 2016 to believe the economy would positively impact their income and or to have attended a City-sponsored event.



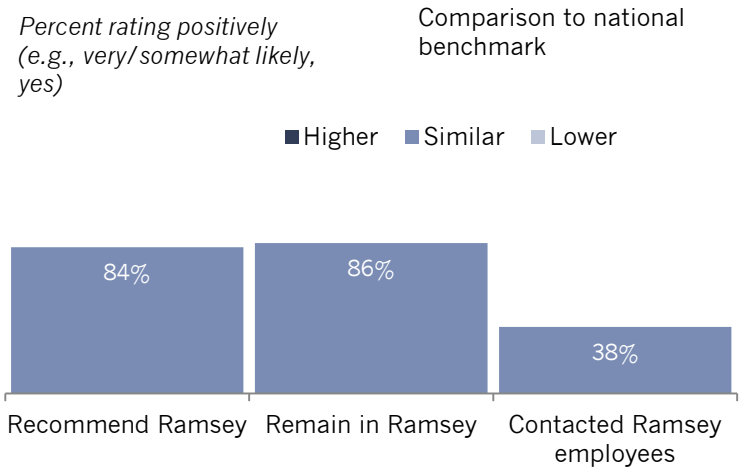
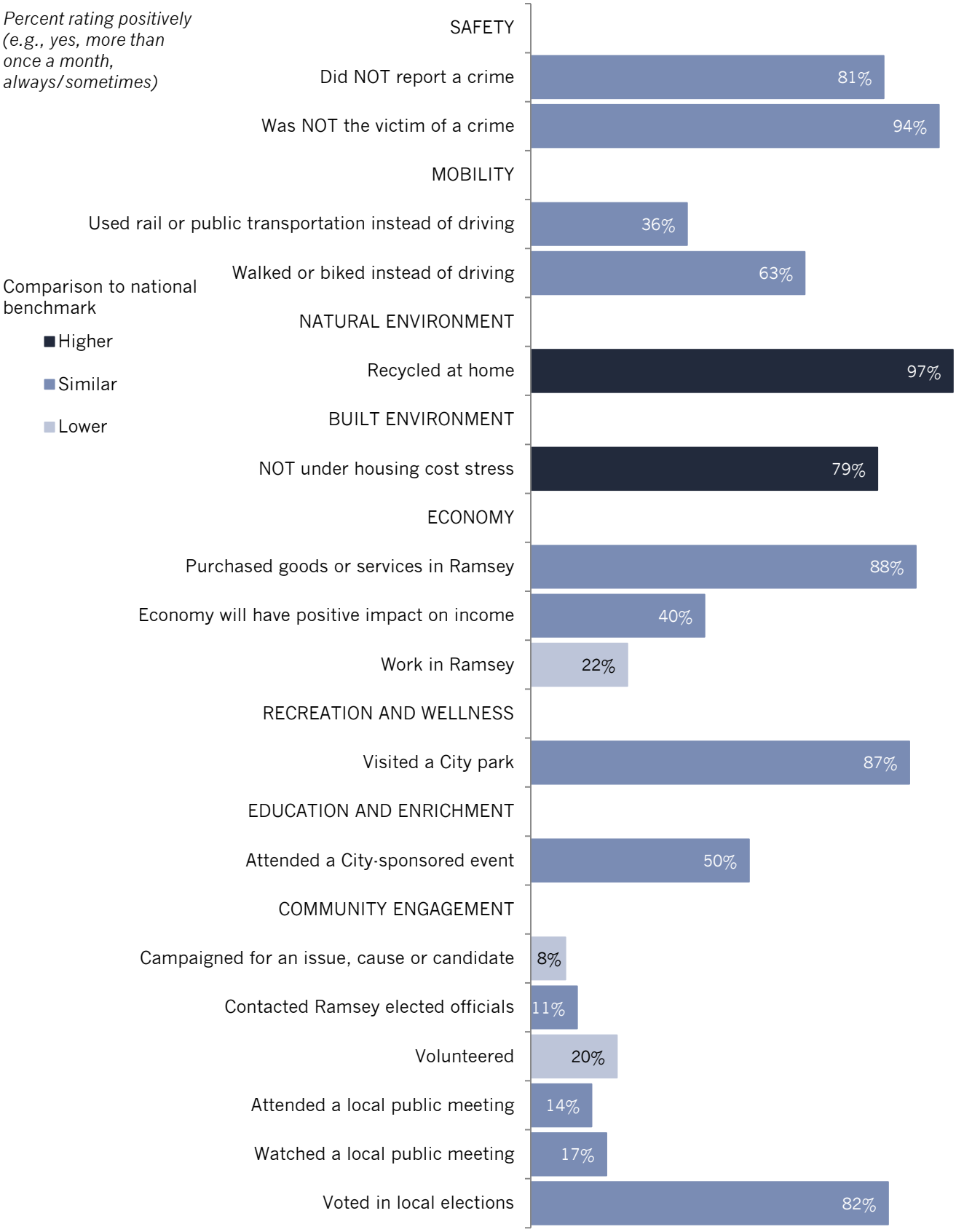


Figure 3: Aspects of Participation

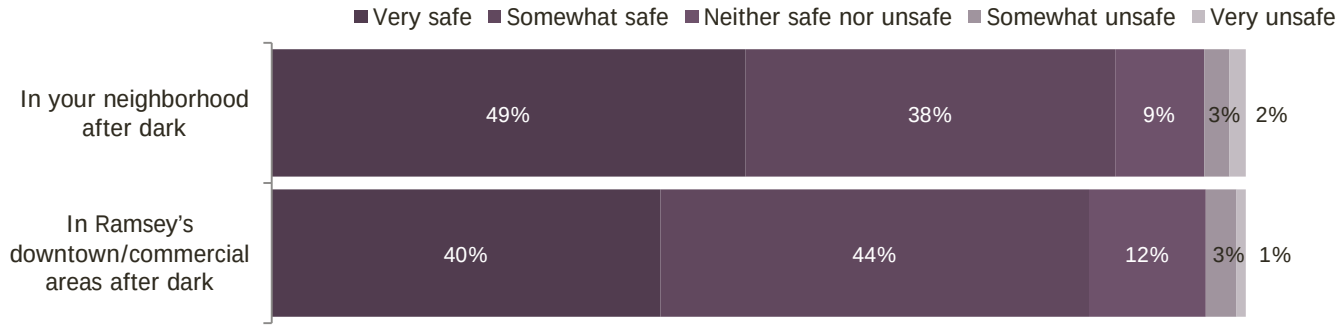


Special Topics

The City of Ramsey included six questions of special interest on The NCS as well as several line additions to standard questions. Topic areas included sources of City information, changes to new or existing amenities, City priorities and funding options for street maintenance, among others.

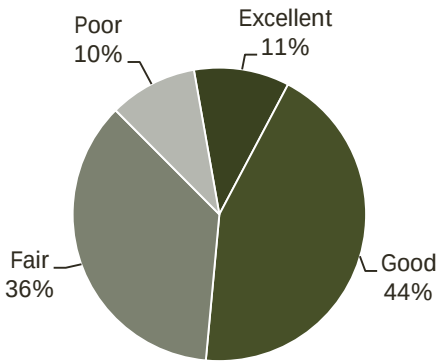
Thinking about their feelings of safety after dark, roughly 9 in 10 residents indicated that they felt safe in their neighborhoods or in Ramsey's downtown/commercial areas after dark; very few residents felt unsafe in these areas.

Figure 4: Line Additions to Question 4
Please rate how safe or unsafe you feel:



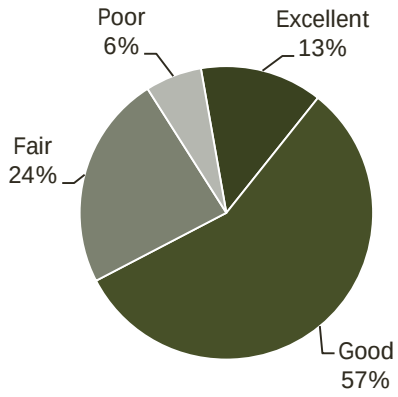
Slightly more than half of residents rated the overall condition of City maintained streets as excellent or good; about one-third thought the roads were in fair condition and 1 in 10 rated them as poor.

Figure 5: Line Addition to Question 5
Please rate the overall condition of City maintained streets:



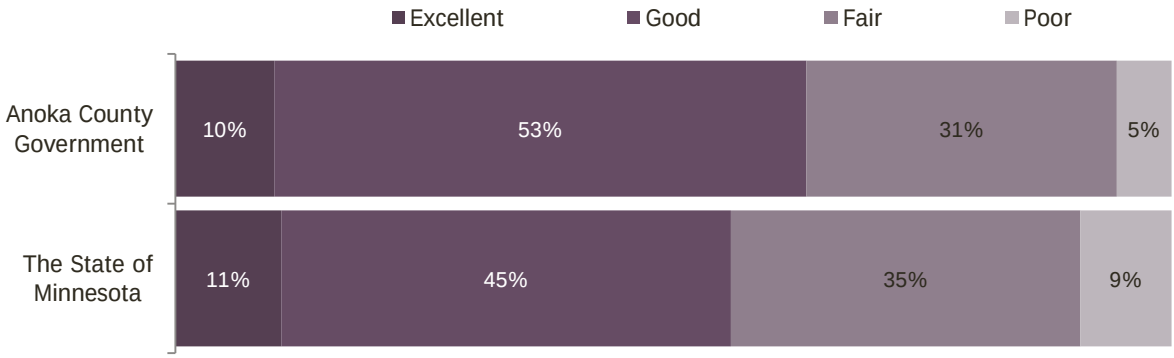
About 7 in 10 residents assessed the quality of Ramsey trail maintenance as excellent or good. About one-quarter rated the quality of the trails as fair and less than 1 in 10 thought it was poor.

Figure 6: Line Addition to Question 10
Please rate the quality of trail maintenance in Ramsey:



Residents' sentiments toward the County and State governments were similar: about 6 in 10 thought each was excellent or good, 3 in 10 thought each was fair and 1 in 10 rated the governments as poor.

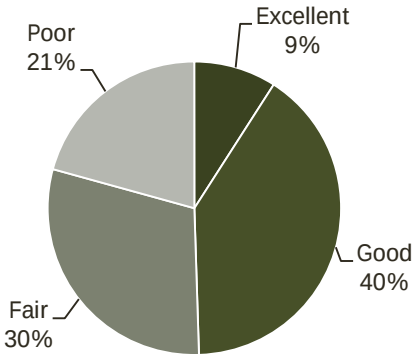
Figure 7: Line Additions to Question 11
Overall, how would you rate the quality of the services provided by each of the following?



When asked about the development and success of a Ramsey strategic plan, about half of residents thought that the Ramsey government had done an excellent or good job. Approximately 3 in 10 residents thought Ramsey had done a fair job on the plan and 2 in 10 rated it poorly.

Figure 8: Line Addition to Question 12

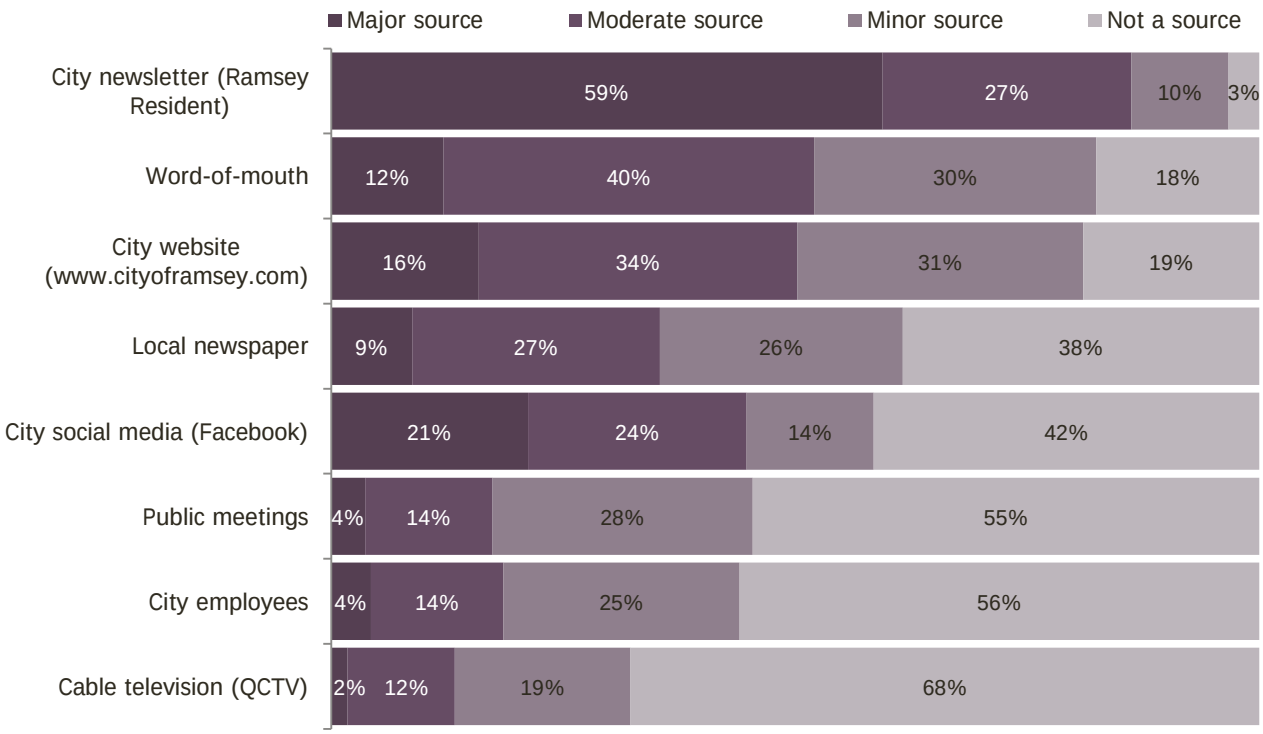
Please rate the following categories of Ramsey government performance: Development and success of a strategic action plan



Residents evaluated a list of sources of City information and indicated whether they considered each to be a major, moderate, minor or not a source of information. About 8 in 10 residents used the City newsletter as a major or moderate information source and another 1 in 10 considered it a minor source. About half of residents used word-of-mouth or the City website as major or moderate sources of information and another 3 in 10 used each of these as a minor source. The least-utilized sources of City information were public meetings, City employees and cable television; less than half of residents used any of these modes as an information source.

Figure 9: Sources of City Information

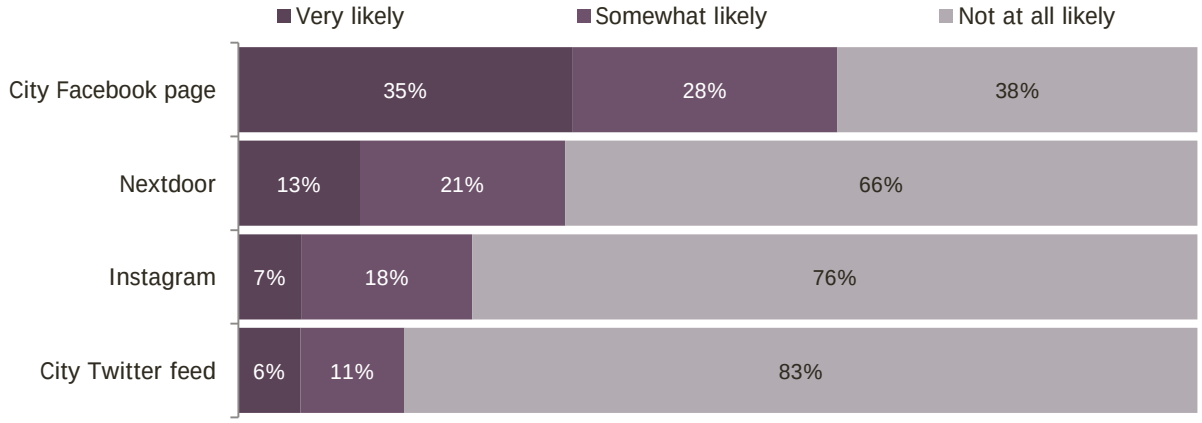
To what extent are each of the following a source of information for you about Ramsey city government and its activities?



When prompted about social media outlets, residents indicated they would be most likely to engage with the City in the future on Facebook (62% very or somewhat likely). In addition, about 4 in 10 would engage with the City on Nextdoor, one-quarter on Instagram and about 2 in 10 residents would be interested in engaging on the City Twitter feed.

Figure 10: Likelihood of Social Media Engagement

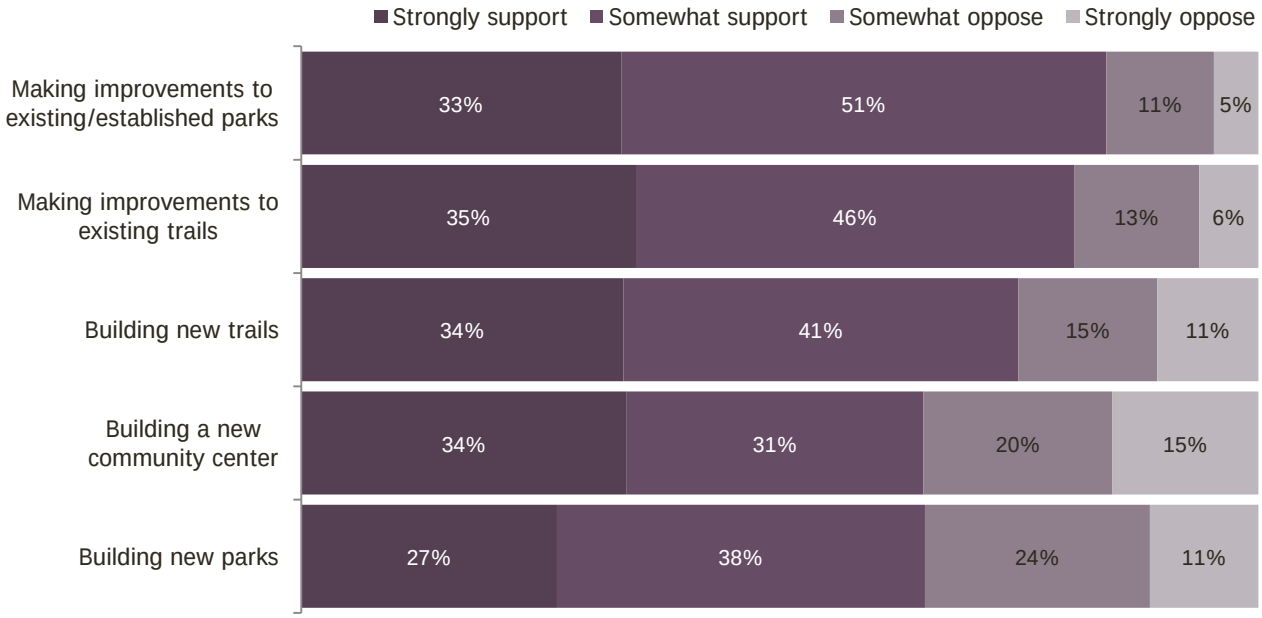
Please indicate how likely you would be, if at all, to engage with the City on the following social media platforms in the future:



Residents considered a list of City amenities and indicated the extent to which they would support or oppose the City investigating changes to each. Even though they were informed that changes to amenities could result in a tax increase, a strong majority of residents strongly or somewhat supported the City investigating each of the potential changes. Support was strongest for making improvements to existing/established parks and to existing trails as well as building new trails.

Figure 11: Support for Changes to City Amenities

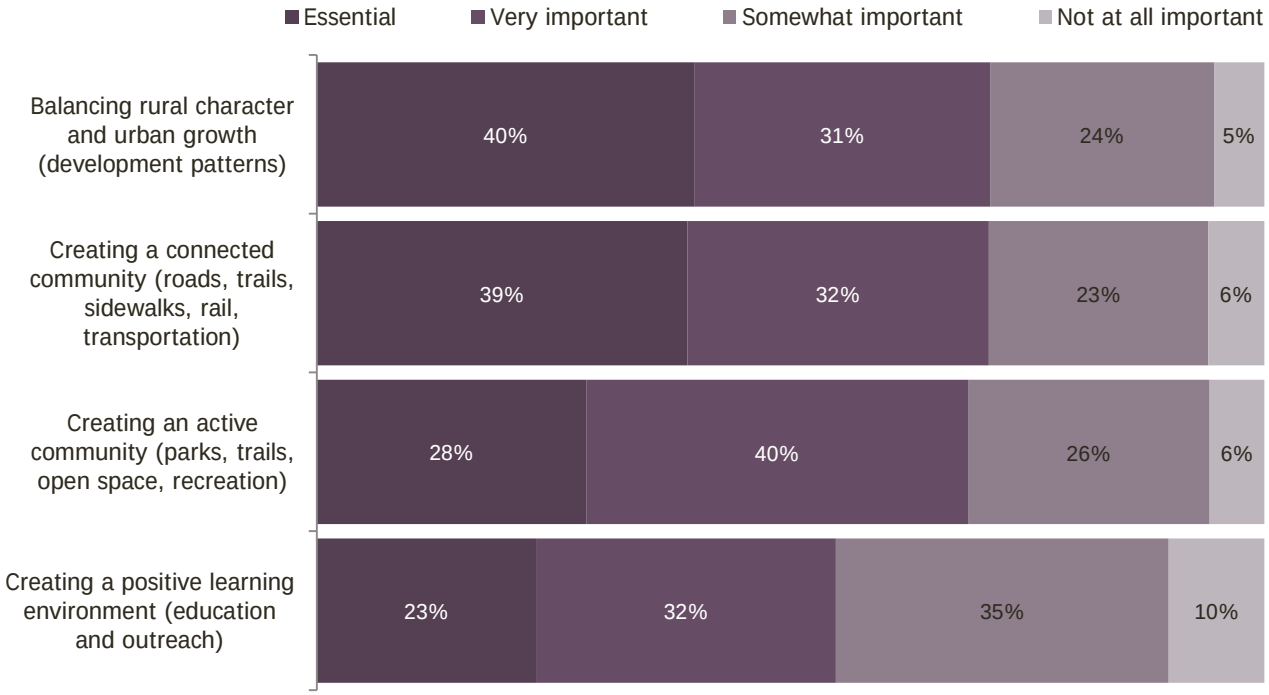
Please indicate to what extent you support or oppose the city investigating the following changes to new or existing amenities, each of which could accordingly result in an increase to the tax levy:



Thinking about the importance of four City priorities, about 7 in 10 residents thought that balancing rural character and urban growth, creating a connected community and creating an active community were each essential or very important. Creating a positive learning environment was rated as at least very important by a majority of Ramsey residents

Figure 12: Importance of City Priorities

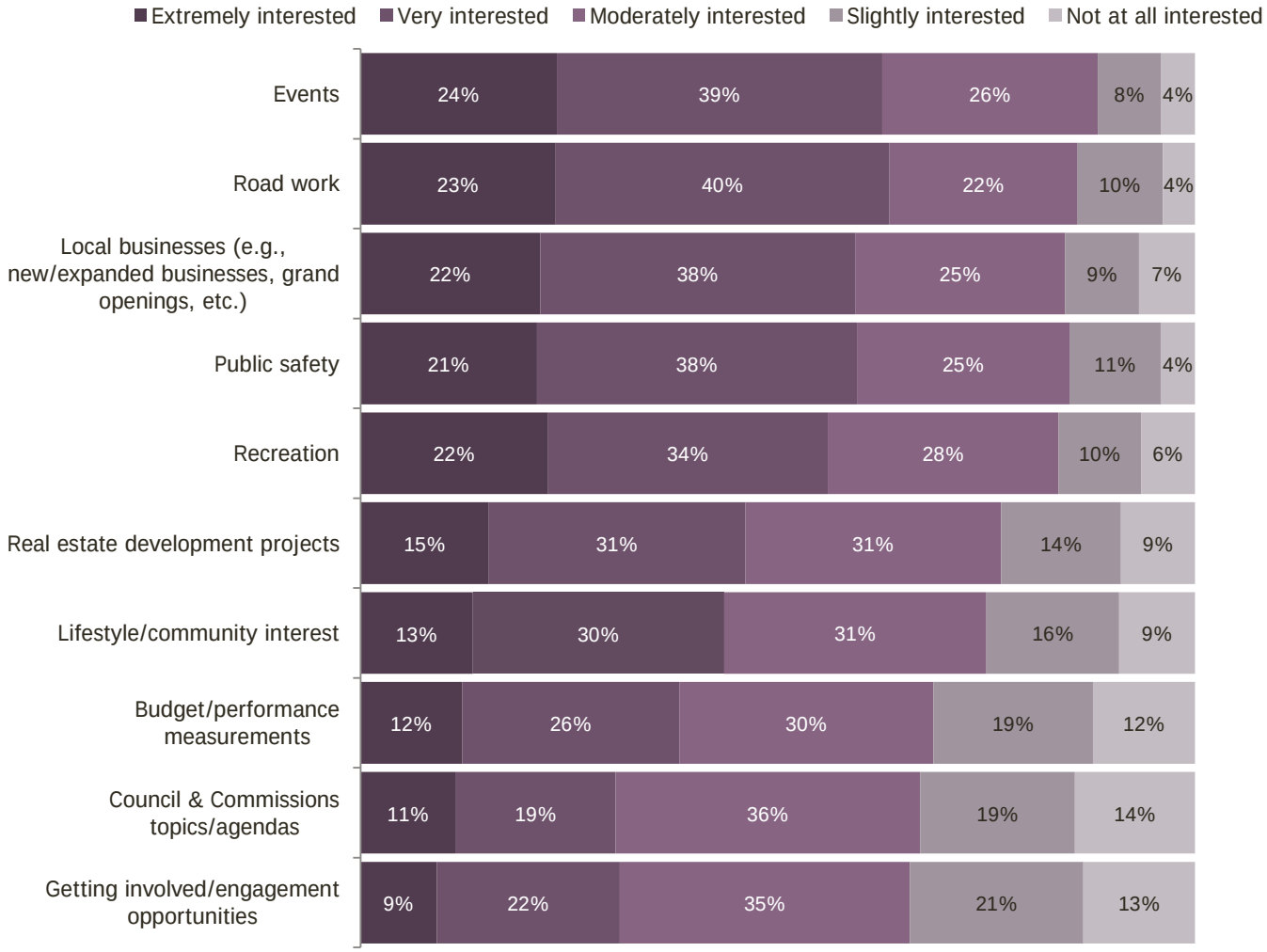
Please rate how important, if at all, you think each of the following priorities are for the City to focus on in the next five years:



Residents considered a list of news topics and indicated how interested they were in receiving information about each. About 8 in 10 residents were at least moderately interested in receiving information about events, road work, local business, public safety and recreation. Respondents were least interested in receiving information about Council and Commissions topics/agendas and getting involved/engagement opportunities; however, about 7 in 10 residents still expressed at least moderate interest in these topics.

Figure 13: Interest in City Information

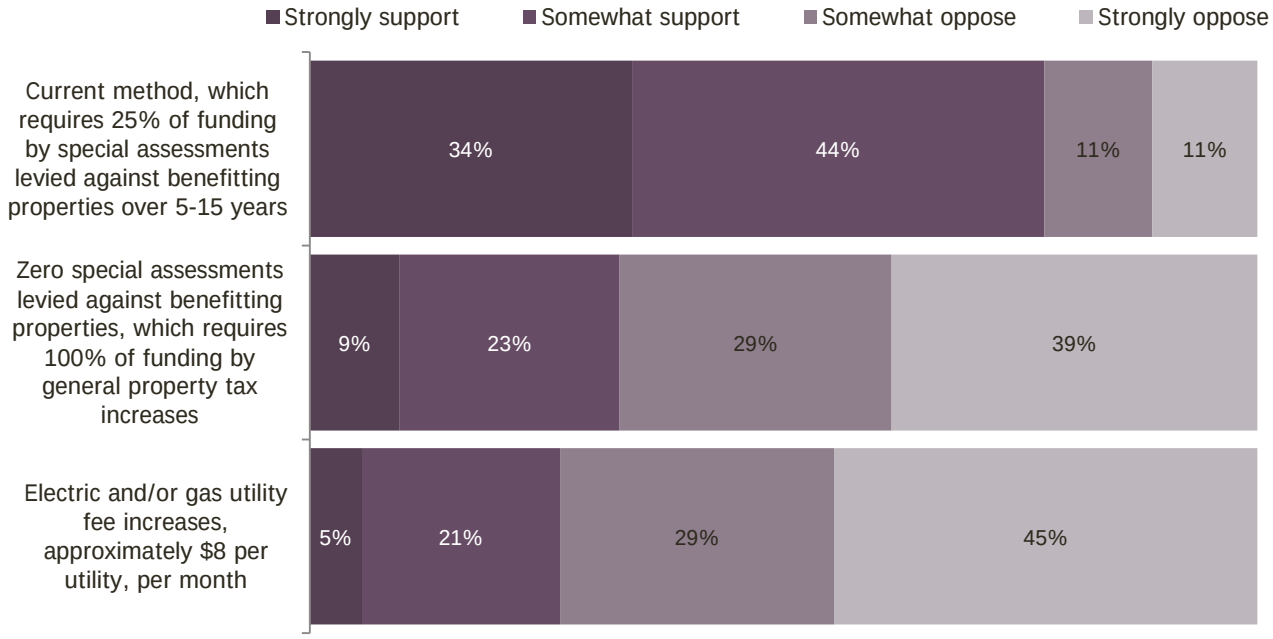
How interested are you, if at all, in receiving information from the City about each of the following topics?



For the final special interest question on the survey, residents indicated their level of support for three different funding options for City street maintenance. About 8 in 10 residents strongly or somewhat supported the current method of funding which requires 25% of funding by special assessments of benefitting properties. Residents indicated stronger opposition to the other two types of funding described (general property tax increases or utility fee increases).

Figure 14: Sources of Funding for City Street Maintenance

The City employs a long-term maintenance program to cost-effectively maintain all 175-plus miles of City streets. Currently, street reconstruction projects are funded 25% by special assessments levied against benefitting properties, and 75% by street reconstruction bonds, which are paid back using general property taxes. The City periodically evaluates funding sources for this on-going program. Please indicate the extent to which you would support or oppose the following funding sources:



Conclusions

Resident satisfaction with City services and government performance is on the upswing.

When presented with a series of questions about leadership and governance in Ramsey, about 8 in 10 residents gave favorable marks to the customer service provided by the City, and roughly half were pleased with items related to local government performance, including the value of services for taxes paid, the overall direction of the City and the job Ramsey government does at welcoming citizen involvement. These ratings were all similar to the national benchmark. Most notably, ratings for welcoming citizen involvement, overall confidence in City government, government acting in the best interest of Ramsey and being honest improved since 2016, demonstrating a positive increase in public trust. Further, ratings for select City services, such as traffic signal timing, land use, planning and zoning, and code enforcement also increased since the last survey iteration, and no services declined in ratings during that time.

The Economy continues to be a priority for residents.

As in 2016, residents indicated that the facet of Economy would be an important focus area for the City to address in the next two years. About half of residents gave favorable marks to the overall economic health of Ramsey, cost of living, the city as a place to work and economic development and these ratings were all similar to those given elsewhere. Further, resident sentiment toward employment opportunities and economic development improved since 2016, and more residents in 2018 believed that the economy would have a positive impact on their income in the next six months. Also, about 8 in 10 residents were quite interested in receiving information from the City about local business (e.g., new/expanded businesses, grand openings, etc.).

However, ratings for vibrant downtown area, overall quality of business and service establishments, shopping opportunities and Ramsey as a place to visit were lower than those seen in other communities across the country. While these ratings might be indicative of community support for greater economic development, it is important to note that balancing rural character and urban growth was identified as a key priority for the City in the upcoming five years.

Residents support improvements to Mobility.

About 6 in 10 residents or more gave positive ratings to most aspects of Mobility, including overall ease of travel, ease of travel by car, availability of paths and walking trails and traffic enforcement; these ratings were all similar to those given in other communities across the nation.

Road maintenance was important to residents with nearly 85% of respondents reporting they were interested in receiving information from the City about road work; the only type of information of greater interest related to community events. When asked about street maintenance funding, about 8 in 10 residents supported the current method of funding for City street maintenance, which requires 25% of funding by special assessments of benefitting properties.

Finally, connectivity is a priority for Ramsey residents. Seven in 10 residents thought that creating a connected community (roads, trails, sidewalks, rail, and transportation) was essential or very important to the future of the community. Further, when asked to consider a number of community enhancements (with a potential for a tax increase), a strong majority of residents supported the City making improvements to existing trails as well as building new trails.

The Program

In 2010, the Legislature created the Council on Local Results and Innovation. In February 2011, the Council released a standard set of ten performance measures for counties and ten performance measures for cities that will aid residents, taxpayers, and state and local elected officials in determining the efficacy of counties and cities in providing services and measure residents' opinions of those services. In February of 2012, the Council created a comprehensive performance measurement system for cities and counties to implement. In 2013, the Council revised the performance measures and clarified the system requirements to increase participation in the program.

Participation by Cities and Counties

Participation in the standard measures program by a city or a county is voluntary. Counties and cities that choose to participate in the standard measures program must officially adopt and implement the ten minimum performance measures and system developed by the Council.

Benefits

A county or city that elects to participate in the standard measures/performance measurement program is eligible for a reimbursement of $0.14 per capita, not to exceed $25,000 and is also exempt from levy limits under sections 275.70 to 275.74 for taxes payable in the following calendar year, if levy limits are in effect. However, participation in the standard measures/performance measurement program does not exempt a county or city from the new 2013 property tax levy limits, which are found in a different section of law.

Reporting Requirements

In order to receive the per capita reimbursement and levy limit exemption, counties and cities must:

File a report with the Office of the State Auditor by **July 1**. This report will consist of:

1) A **resolution** approved by the city council or county board declaring that:

- The city/county has adopted and implemented the minimum 10 performance measures from each applicable service category and the system developed by the Council on Local Results and Innovation (PDF format).
- The city/county will report the results of the measures to its residents before the end of the calendar year through publication, direct mailing, posting on the entity's website, or through a public hearing at which the budget and levy will be discussed and public input allowed (PDF format).

2) A **document** showing the actual results of the performance measures adopted by the city/county (PDF format).

E-mail the resolution and document as attachments in PDF format to performancemeasures@osa.state.mn.us.

Performance Measurement System Documents

- Sample Resolution For Cities/Counties Participating For The First Time (MS Word document, 41k)
- Sample Resolution For Cities/Counties In The Second Year Of Program Or After (MS Word document, 41k)
- Performance Measures for Cities (pdf, 95k)
- Performance Measures for Counties (pdf, 91k)
- Performance Measurement System Requirements (pdf, 80k)

Performance Measurement Program

Further Questions

If you have any questions regarding the program or the reporting requirements, see our FAQs page or send an e-mail to performancemeasures@osa.state.mn.us.

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Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #20-138

RESOLUTION DECLARING THE CITY OF RAMSEY'S PARTICIPATION IN THE STATE COUNCIL ON LOCAL RESULTS AND INNOVATION – PERFORMANCE MEASUREMENT PROGRAM

WHEREAS, In 2010, the Minnesota Legislature created the Council on Local Results and Innovation; and

WHEREAS, The Council on Local Results and Innovation developed a standard set of performance measures that will aid residents, taxpayers, and state and local elected officials in determining the efficacy of counties in providing services and measure residents' opinion of those services; and

WHEREAS, Benefits to the City are outlined in MS 6.91 and include eligibility for a reimbursement as set by State statute; and

WHEREAS, Any City participating in the comprehensive performance measurement program is also exempt from levy limits for taxes, if levy limits are in effect; and

WHEREAS, The City of Ramsey has adopted and implemented at least 10 of the performance measures, as developed by the Council on Local Results and Innovation, and a system to use this information to help plan, budget, manage and evaluate programs and processes for optimal future outcomes.

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

1) The City of Ramsey will continue to report the results of the performance measures to its citizenry by the end of the year through publication, direct mailing, posting on the city's/county's website, or through a public hearing at which the budget and levy will be discussed and public input allowed.

2) The City Council of Ramsey will submit to the Office of the State Auditor the actual results of the performance measures adopted by the city/county.

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

and the following voted against the same:

and the following abstained:

and the following were absent:

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 23rd day of June, 2020.

Mayor

ATTEST:

City Clerk

CC Regular Session **5. 18.**

Meeting Date: 06/23/2020

By: Colleen Lasher, Administrative Services

Information

Title:

Adopt Resolution #20-132 Hiring Seasonal Public Works Maintenance Workers

Purpose/Background:

The purpose of this case is to request authorization to hire Seasonal Public Works Maintenance Workers. Annually, the City employs Seasonal Public Works Maintenance Workers to perform work in the Parks, Streets, and Utilities Divisions of Public Works. At this time, staff selected two seasonal candidates to work in the Public Works Department. It should be noted that, although the attached job description indicates the hiring range of $11.00 to $12.00 per hour, the City Council approved a new wage scale of $13.00 to $15.00 per hour for seasonal employees, including a .50 cent increase for each returning year.

Factors to be Noted

It should be noted that hourly pay within the approved range of $13.00 to $15.00 dollars per hour is based each candidates previous years of service with the City or the candidates substantially comparable other past experience. Effective dates when a candidate begins employment may vary. Onboarding of seasonal employees is time sensitive due to high volume of work that needs to be done. Due to turnover and other factors, the number of seasonal employees that are presented for hire each season is rarely the number of seasonal employees that are consecutively working; Staff vigilantly monitors the budget to ensure proper funding. Lastly, it may be of interest to know that although some of the City's summer work volume may be reduced due to COVID-19 public facility restrictions, there are still more tasks to complete than there are staffing hours available; hence the need for these positions.

Duties

Seasonal Public Works Maintenance workers provide general maintenance of streets, park grounds, trails, buildings, and related facilities and equipment through the spring, summer, and possibly fall months. This also includes mowing and trimming; pruning and planting trees or working on landscape projects; maintaining athletic fields; picking up trash; street maintenance; and utilities maintenance.

Funding Source:

The funding required to fill these positions is included within the approved 2020 budget.

Recommendation:

Staff recommends hiring the following Seasonal Public Works Maintenance Workers: Andrew Nelson, effective on or near June 16, 2020 at $13.50 per hour; and Paige Pettit, effective on or near June 22, 2020 at $13.00 per hour.

Action:

Motion to adopt resolution #20-132 to hire the following employees:

Seasonal Public Works Maintenance Worker: Andrew Nelson, effective on or near June 16, 2020 at $13.50 per hour; and Paige Pettit, effective on or near June 22, 2020 at $13.00 per hour.

Attachments

Job Description

Resolution_20-132

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	06/18/2020 10:00 AM
Form Started By: Colleen Lasher		Started On: 06/16/2020 08:19 AM
Final Approval Date: 06/18/2020		

Seasonal Worker

Class Code: 16014

Bargaining Unit: None

CITY OF RAMSEY
Established Date: Mar 1, 2017
Revision Date: Mar 5, 2020

SALARY RANGE

$11.00 - $12.00 Hourly

PRIMARY OBJECTIVE OF POSITION:

To provide general maintenance of streets, park grounds, trails, buildings, and related facilities and equipment through the spring, summer, and possibly fall months. This also includes mowing and trimming; pruning and planting trees or working on landscape projects; maintaining athletic fields; picking up trash; street maintenance; and utilities maintenance.

This is a temporary non-union position working forty (40) hours per week, Monday - Friday from 7:30 a.m. to 3:30 p.m., beginning in April or May and running through the Fall months. There is no guaranty of further employment after the season has concluded.

MINIMUM QUALIFICATIONS:

- Must be at least 18 years old
- Must possess a high school diploma or equivalent (GED)
- Must have valid MN driver's license with a good driving record
- Must have the ability to work independently with limited supervision
- Must have the ability to work in a variety of weather conditions including cold or hot temperatures, high humidity, wind, or rain
- Must have the ability to finish work in a timely and efficient manner
- Must have the ability to get along with others including supervisors and coworkers

Desired Qualifications include:

- Previous experience working for a municipality or county
- Previous paid professional experience landscaping experience

ESSENTIAL JOB FUNCTIONS:

- Mowing and trimming parks and trails
- Landscaping duties including planting trees, shrubs and flowers
- Pruning trees
- Maintaining athletic fields (baseball, softball, soccer) including field striping and dragging
- Park irrigation
- Carpentry, painting and repair work of City facilities and property
- Picking up trash from parks, trails, roadsides, etc.
- Operating equipment including mowers, weed-whips, saws, and use pruners and related tools
- Vehicle maintenance including oil checks
- Street maintenance
- Utilities maintenance
- Other tasks and responsibilities (within the capabilities of the seasonal worker) as assigned by the designated supervisor

KNOWLEDGE, SKILLS AND ABILITIES:

- Experience mowing grass using push or ride-on equipment
- Knowledge of lawn mowers
- Experience with weed whips
- Experience with pruning equipment
- Experience with hand tools (pruners, shovels, hammers, etc.)
- Basic knowledge of carpentry and/or painting

JOB ACTIVITY REQUIREMENTS:

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

- Standing
- Sitting
- Walking
- Lifting
- Pushing/Pulling

- Carrying
- Kneeling
- Crawling
- Crouching
- Handling Objects
- Repetitive Hand Motion
- Use of Arm Muscles over Extended Periods
- Use of Leg Muscles over Extended Periods

This job requires employees to be able to lift and carry up to 50 pounds without assistance.

The following are the working conditions of this position:

- Working Outdoors
- Working Indoors
- Operating lawn maintenance equipment and hand tools
- Working with chemicals
- Working near fumes and vapors
- Driving a City vehicle or personal vehicle

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #20-132

RESOLUTION HIRING SEASONAL PUBLIC WORKS MAINTENANCE WORKERS

WHEREAS, annually the City employs Seasonal Public Works Maintenance Workers to perform work in the Parks, Streets, and Utilities Divisions of Public Works; and

WHEREAS, Staff selected two qualified seasonal candidates; and

WHEREAS, these candidates have passed their pre-employment screenings; and

WHEREAS, Staff recommends hiring two 2020 Seasonal Public Works Maintenance Workers.

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

1) Motion to adopt resolution #20-132 to hire the following employees on or near the date listed below:

   Seasonal Public Works Maintenance Worker: Andrew Nelson, effective on or near June 16, 2020 at $13.50 per hour; and Paige Pettit, effective on or near June 22, 2020 at $13.00 per hour

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

and the following voted against the same:

and the following abstained:

and the following were absent:

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 23rd day of June, 2020.

Mayor

ATTEST:

City Clerk

CC Regular Session **7. 1.**

Meeting Date: 06/23/2020

By: Diana Lund, Finance

Information

Title

Motion Calling for a Public Hearing on the Proposed Franchise Fee Ordinances

Purpose/Background:

In 2014, the Ramsey City Council adopted a Pavement Management Program that relied on assessments and an annual property tax levy to support the effort. It was concluded that this method was the best approach at the time and that the funding would be re-evaluated after five-years.

A successful long-term pavement management program requires a dedicated, reliable funding source. The ideal funding source for such program would provide the amount needed year-after-year to fund the program and would prevent it from being diverted to other areas. The ideal funding source would also be equitable and transparent so taxpayers can fully understand how much they are paying, what they are paying for and where the funds are spent.

The City is currently in the second, five-year time period of the Pavement Management Program. Based on the city's current Capital Improvement Plan, the city needs an average of $2.1 million to fund the current method of funding of the Program via Special Assessments and tax levy.

The City Council is choosing to look at other possible financing methods to fund the Pavement Management Program. The option that is currently proposed for the next five-year time frame is the implementation of a monthly franchise fee. The franchise fee would provide a reliable, dedicated funding source that would ensure that the Pavement Management Program could be completed on a regular schedule. Based on the current Capital Improvement Plan, an average of approximately $1.893M would be required to fund the program (see attached calculation of franchise fees needed). The difference between the $2.1M, as noted above, and the $1.893M is in regards to the savings that would be attributed to administrative costs associated with special assessments (legal, engineering and finance).

Cities are authorized by state statute to impose franchise fees upon utilities operating within the public right-of-ways. The City currently has franchise ordinances with Connexus Energy, City of Anoka (Anoka Electric) and Centerpoint Energy. Within each of these ordinances is a fee provision in consideration of the rights granted to the electric and gas distributors. These fees are typically passed along to the consumer in the utility company's monthly billings with a separate line item noting that the fee is being imposed by the city.

The City is proposing a franchise fee of $7.00 per utility, or $14.00 per month on residential users that have both electric and gas utilities. This would equate to $168.00 per year for residents connected to both gas and electric utilities. Commercial/Industrial users are proposed to be charged a per meter fee based on meter size. Most churches are proposed to be charged $20 per month ($10 per utility), which is the same as a small commercial fee. See attached franchise fee rate sheet for more detail.

There will be no more than one gas and one electric franchise fee charged per address. If a property was to contain more the one meter, example: commercial properties, the franchise fee will be calculated based off of the largest meter only.

The following terms and conditions were incorporated into the attached draft ordinances based on input from the City Council:

- Collected franchise fees can only be spent on Pavement Management Program projects.

- Collected Fees will be deposited into a committed fund - "Pavement Management Program Fund"
- Annual review by City Council of franchise fees collected, funds expended and balance remaining in Pavement Management Program Fund
- Rebate Program - Discussed below
- A 5-Year sunset term on all ordinances to allow a thorough review of revenues versus expenditures, to consider other potential funding sources in the future, and to make adjustments as desired or needed.

A rebate program is proposed that will return the annual franchise fee to those have been assessed since 2015. The rebate program will apply to those currently paying an assessment on a street reconstruction or overlay project that was levied, starting in 2015 (first year of city's Pavement Management Program), or who paid their assessment upfront (prepaid) and would otherwise still be paying an assessment. The rebate would be capped at the lesser of the annual assessment amount or annual franchise fees paid. The rebate is no longer eligible if a property has been sold since the assessment was levied. Homeowners will need to apply for the rebate annually. See attached franchise fee rebates summary.

Notification:

Public Hearing notifications for July 14, 2020 will be published in the Anoka Union on June 26 and July 3, and July 10,2020. Letters were also sent out to Connexus Energy, Centerpoint Energy & City of Anoka Electric on June 11, 2020 notifying them of the city's intention of adopting a franchise fee.

Observations/Alternatives:

The following is the Proposed Franchise Fee Adoption Schedule:

May 12, 2020 WS Consensus of Council directed staff to bring forward franchise fee option.

June 9, 2020 WS Council reviews draft ordinances with proposed franchise fee rates and terms. Consensus was a $7 per month per utility for residential and commercial properties would be charged a fee for each respective utility based on meter size (if more than one meter, largest meter would be used to determine fee.

June 11, 2020 Letters to Connexus Energy, City of Anoka, and Centerpoint Energy notifying of intention of City to introduce a Franchise Fee Ordinance.

June 23, 2020 CC Motion Calling for a Public Hearing on the Proposed Franchise Fee Ordinances.

June 26

- July 10, 2020 Public Hearing Notice Posted in Anoka Union.

July 14, 2020 First Reading of Proposed Franchise Fee Ordinances followed by Public Hearing.

July 28, 2020 Adoption of Franchise Fee Ordinances.

July 29, 2020 Connexus Energy, City of Anoka and Centerpoint Energy notified by Certified mail adoption of Ordinances.

July 31, 2020 Posting of adopted Ordinances in Anoka Union.

September 28, 2020 Franchise Fee Ordinances become effective.

October 1, 2020 or
January 2021 1st monthly franchise fee billing received by Ramsey residents.

Alternatives:
Alternative #1: Motion to order a public hearing for July 14, 2020 to Introduce Ordinances #20-11 implementing a gas franchise fee on Centerpoint Energy for providing gas service within the City of Ramsey, #20-12 implementing an electric franchise fee on Connexus Energy for providing electric service within the City and #20-13 implementing an electric franchise fee on the City of Anoka Electric for providing electric service within the City of Ramsey.

Alternative #2: Motion of other.

Recommendation:

Staff recommends scheduling public hearings to introduce ordinances establishing franchise fees at the rate of $7 per utility, per month on each residential property and the respective per meter fee based on meter size for commercial properties.

Action:

Motion to Schedule Public Hearing to Introduce Ordinances #20-11 (Centerpoint Energy), #20-12 (Connexus Energy), #20-13 (City of Anoka Electric) establishing franchise fees on gas and electric utilities.

Attachments

Ord 20-11 Proposed Ordinance Franchise Fee on Centerpoint Energy
Ord 20-12 Proposed Ordinance Franchise Fee on Connexus Energy
Ord 20-13 Proposed Ordinance Franchise Fee on City of Anoka Electric
Calculation of Franchise Fee Revenue Needed
FF Revenue Generated
FF Rebates on Special Assessments
Road Funding FAQ

Form Review

Inbox	Reviewed By	Date
Bruce Westby	Bruce Westby	06/18/2020 11:25 AM
Kurt Ulrich	Kurt Ulrich	06/18/2020 02:06 PM
Form Started By: Diana Lund		Started On: 05/19/2020 02:16 PM
Final Approval Date: 06/18/2020		

ORDINANCE #20-11

CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA

AN ORDINANCE IMPLEMENTING A GAS FRANCHISE FEE ON CENTERPOINT ENERGY MINNESOTA, ITS SUCCESSORS AND ASSIGNS, FOR PROVIDING GAS SERVICE WITHIN THE CITY OF RAMSEY, ANOKA COUNTY, MINNESOTA.

THE CITY OF RAMSEY ORDAINS:

SECTION 1: GAS FRANCHISE FEE

(a) *Definitions.* For the purposes of this Ordinance, the following terms shall have the following meanings:

(1) City. The City of Ramsey, County of Anoka, State of Minnesota.

(2) Company. Centerpoint Energy Minnesota, its successors and assigns.

(3) Franchise Agreement. The franchise agreement between the City and Company pursuant to City Ordinance #03-16.

(4) Notice. "Notice" means a writing served by any party or parties on any other party or parties. Notice to Company shall be mailed to Centerpoint Energy Minnesota, 505 Nicollet Mall, P.O. Box 59038, Minneapolis, Minnesota, 55459-0038.

Notice to City shall be mailed to the City Administrator, 7550 Sunwood Drive NW, Ramsey, Minnesota, 55303.

(b) *Purpose.* The Ramsey City Council has determined that it is in the best interest of the City to impose a franchise fee on those public utility companies that provide natural gas and electric services within the City. Pursuant to the Franchise Agreement, the City has the right to impose a franchise fee on Company. All franchise fee revenues generated through this Ordinance shall be collected in lieu of special assessments for Pavement Management Program projects, and shall be dedicated only to Pavement Management Program projects including pavement preservation and street reconstruction projects.

(c) *Franchise Fee Statement and Schedule.* A franchise fee is hereby imposed on Company commencing with the October 1, 2020 billing month, and in accordance with the following fee schedule:

Gas Utility Customer Classification	Amount per Account per Month ($)
Residential	$ 7
Commercial/Industrial A (Up to 1,500 Therms)	$ 10
Commercial/Industrial B (1,500-4,999 Therms)	$ 20
Commercial/Industrial C (5,000 + Therms)	$ 70
Small Volume, Dual Fuel A ("SVDF A")	$148
Small Volume, Dual Fuel B ("SVDF B")	$148
Institutional	$148
Large Volume, Dual Fuel ("LVDF")	$800

(d) *Account Fee.* This fee is an account based fee and not a meter-based fee. In the event that an entity covered by this Ordinance has more than one meter, but only one account, only one fee shall be assessed to that account. In the event any entities covered by this Ordinance have more than one account, each account shall be subject to the appropriate fee. In the event a question arises as to the proper fee amount for any account, the highest possible fee amount shall apply.

(e) *Payment.* After the initial notice period as provided in Section 1 (i) franchise fees are to be collected by the Company and submitted to the City in accordance with the following schedule:

January – March collections due by April 30
April – June collections due by July 31
July – September collections due by October 31
October – December collections due by January 31

(f) *Record Support for Payment.* The Company shall make each payment when due and, if requested by the City, shall provide a statement summarizing how the franchise fee payment was determined, including information showing any adjustments to the total made to account for any non-collectible accounts, refunds or error corrections. The Company shall permit the City, and its representatives, access to the Company's records for the purpose of verifying such statements.

(g) *Payment Adjustments.* Payment to the City will be adjusted where the Company is unable to collect the franchise fee. This includes non-collectible accounts.

(h) *Dispute Resolution.* If either party asserts that the other party is in default in the performance of any obligation hereunder, the complaining party shall notify the other party of the default and the desired remedy. The notification shall be written. Representatives of the parties must promptly meet and attempt in good faith to negotiate a resolution of the dispute. If the dispute is not resolved within 30 days of the written notice, the parties may jointly select a mediator to facilitate further discussion. The parties will equally share the fees and expenses of this mediator. If a mediator is not used or if the parties are unable to resolve the dispute within 30 days after first meeting with the selected mediator, either party may commence an

action in District Court to interpret and enforce this Ordinance or for such other relief permitted by law.

(i) *Effective Date of Franchise Fee.* The effective date of this Ordinance shall be after its publication and sixty (60) days or more after sending written notice enclosing a copy of this adopted Ordinance to Company by certified mail. Collection of the fee shall commence as provided above.

(j) *Relation to Franchise Agreement.* This Ordinance is enacted in compliance with the Franchise Agreement and shall be interpreted as such.

(k) *Commitment of Funds.* All funds collected by the City via this franchise fee shall be committed funds. The funds shall be used exclusively to fund Ramsey's Pavement Management Program. These funds may not be used for any other use.

(l) *Periodic Review.* The City Council may review this Ordinance from time to time in whatever manner the City Administrator then determines to be appropriate, including, but not limited to, review by the City Council in either a work session or a regular session. Failure to review this Ordinance shall not in any way invalidate or limit it.

(m) *Annual Review.* Annually, by December 14 of each respective year, the City Council will be provided an update of the franchise fees collected, expensed and balance remaining in the committed Pavement Management Program Fund.

(n) *Rebate Program.* The City will rebate the lesser annual amount paid for franchise fees versus special assessments (those assessed beginning year 2015) over the remaining term of the special assessments, regardless if the assessment was pre-paid or is currently being paid through property taxes. Rebates will be in the form of a check to qualifying property addresses who have submitted an annual rebate application form. This rebate program applies strictly to qualifying property addresses during the effective term of their current assessment or this Ordinance, whichever expires first. If a qualifying property is sold during the effective term of their current assessment, the rebate program is no longer eligible for that respective property.

SECTION 2: EFFECTIVE DATE.

This Ordinance takes effect as provided by the City Charter. This Ordinance shall terminate five (5) years from the date passed and adopted by the City. If the termination date falls within the middle of a three-month collection period, the Ordinance shall terminate at the end of the collection period.

PASSED by the Ramsey City Council this the ____ day of _____, 20____.

_____
Mayor

ATTEST:

_____
City Clerk

Introduction Date:
Posting Dates:
Adoption Date:
Publication Date:
Effective Date:

ORDINANCE #20-12

CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA

AN ORDINANCE IMPLEMENTING AN ELECTRIC FRANCHISE FEE ON CONNEXUS ENERGY, A MINNESOTA COOPERATIVE, ITS SUCCESSORS AND ASSIGNS, FOR PROVIDING ELECTRIC SERVICE WITHIN THE CITY OF RAMSEY, ANOKA COUNTY, MINNESOTA.

THE CITY OF RAMSEY ORDAINS:

SECTION 1: ELECTRIC FRANCHISE FEE

(a) *Definitions.* For the purposes of this Ordinance, the following terms shall have the following meanings:

(1) City. The City of Ramsey, County of Anoka, State of Minnesota.

(2) Company. Connexus Energy, a Minnesota Cooperative Corporation, its successors and assigns.

(3) Franchise Agreement. The franchise agreement between the City and Company pursuant to City Ordinance #13-20.

(4) Notice. "Notice" means a writing served by any party or parties on any other party or parties. Notice to Company shall be mailed to: Chief Executive Officer, Connexus Energy, 14601 Ramsey Boulevard NW, Ramsey, Minnesota, 55303.

Notice to City shall be mailed to the City Administrator, City of Ramsey, 7550 Sunwood Drive NW, Ramsey, Minnesota, 55303.

(b) *Purpose.* The Ramsey City Council has determined that it is in the best interest of the City to impose a franchise fee on those public utility companies that provide natural gas and electric services within the City. Pursuant to the Franchise Agreement, the City has the right to impose a franchise fee on Company. All franchise fee revenues generated through this Ordinance shall be collected in lieu of special assessments for Pavement Management Program projects, and shall be dedicated only to Pavement Management Program projects including pavement preservation and street reconstruction projects.

(c) *Franchise Fee Statement and Schedule.* A franchise fee is hereby imposed on Company commencing with the October 1, 2020 billing month, and in accordance with the following fee schedule:

Electric Utility Customer Classification	Amount per Account per Month ($)
Residential	$ 7
Small Commercial/Industrial – Non-Demand	$ 10
Small Commercial/Industrial – Demand	$ 45
Institutional (Schools)	$210
Large Commercial/Industrial	$210

(d) *Account Fee.* This fee is an account based fee and not a meter-based fee. In the event that an entity covered by this Ordinance has more than one meter, but only one account, only one fee shall be assessed to that account. In the event any entities covered by this Ordinance have more than one account, each account shall be subject to the appropriate fee. In the event a question arises as to the proper fee amount for any account, the highest possible fee amount shall apply.

(e) *Payment.* After the initial notice period as provided in Section 1(i) franchise fees are to be collected by the Company and submitted to the City in accordance with the following schedule:

January – March collections due by April 30
April – June collections due by July 31
July – September collections due by October 31
October – December collections due by January 31

(f) *Record Support for Payment.* The Company shall make each payment when due and, if requested by the City, shall provide a statement summarizing how the franchise fee payment was determined, including information showing any adjustments to the total made to account for any non-collectible accounts, refunds or error corrections. The Company shall permit the City, and its representatives, access to the Company's records for the purpose of verifying such statements.

(g) *Payment Adjustments.* Payment to the City will be adjusted where the Company are unable to collect the franchise fee. This includes non-collectible accounts.

(h) *Dispute Resolution.* If either party asserts that the other party is in default in the performance of any obligation hereunder, the complaining party shall notify the other party of the default and the desired remedy. The notification shall be written. Representatives of the parties must promptly meet and attempt in good faith to negotiate a resolution of the dispute. If the dispute is not resolved within 30 days of the written notice, the parties may jointly select a mediator to facilitate further discussion. The parties will equally share the fees and expenses of this mediator. If a mediator is not used or if the parties are unable to resolve the dispute within 30 days after first meeting with the selected mediator, either party may commence an action in District Court to interpret and enforce this Ordinance or for such other relief permitted by law.

(i) *Effective Date of Franchise Fee.* The effective date of this Ordinance shall be after its publication and sixty (60) days or more after sending written notice enclosing a copy of this adopted Ordinance to Company by certified mail. Collection of the fee shall commence as provided above.

(j) *Relation to Franchise Agreement.* This Ordinance is enacted in compliance with the Franchise Agreement and shall be interpreted as such.

(k) *Commitment of Funds.* All funds collected by the City via this franchise fee shall be committed funds. The funds shall be used exclusively to fund Ramsey's Pavement Management Program. These funds may not be used for any other use.

(l) *Periodic Review.* The City Council may review this Ordinance from time to time in whatever manner the City Administrator then determines to be appropriate, including, but not limited to, review by the City Council in either a work session or a regular session. Failure to review this Ordinance shall not in any way invalidate or limit it.

(m) *Annual Review.* Annually, by December 14 of each respective year, the City Council will be provided an update of the franchise fees collected, expensed and balance remaining in the committed Pavement Management Program Fund.

(n) *Rebate Program.* The City will rebate the lesser annual amount paid for franchise fees versus special assessments (those assessed beginning year 2015) over the remaining term of the special assessments, regardless if the assessment was pre-paid or is currently being paid through property taxes. Rebates will be in the form of a check to qualifying property addresses who have submitted an annual rebate application form. This rebate program applies strictly to qualifying property addresses during the effective term of their current assessment or this Ordinance, whichever expires first. If a qualifying property is sold during the effective term of their current assessment, the rebate program is no longer eligible for that respective property.

SECTION 2: EFFECTIVE DATE.

This Ordinance takes effect as provided by the City Charter. This Ordinance shall terminate five (5) years from the date passed and adopted by the City. If the termination date falls within the middle of a three-month collection period, the Ordinance shall terminate at the end of the collection period.

PASSED by the Ramsey City Council this the ____ day of _____, 20____.

_____
Mayor

ATTEST:

_____
City Clerk

Introduction Date:
Posting Dates:
Adoption Date:
Publication Date:
Effective Date:

ORDINANCE #20-13

CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA

AN ORDINANCE IMPLEMENTING AN ELECTRIC FRANCHISE FEE ON CITY OF ANOKA, A MINNESOTA MUNICIPAL CORPORATION, ITS SUCCESSORS AND ASSIGNS, FOR PROVIDING ELECTRIC SERVICE WITHIN THE CITY OF RAMSEY, ANOKA COUNTY, MINNESOTA.

THE CITY OF RAMSEY ORDAINS:

SECTION 1: ELECTRIC FRANCHISE FEE

(a) *Definitions.* For the purposes of this Ordinance, the following terms shall have the following meanings:

(1) City. The City of Ramsey, County of Anoka, State of Minnesota.

(2) Company. City of Anoka Municipal Electric Utility, a Minnesota Municipal Corporation, its successors and assigns.

(3) Franchise Agreement. The franchise agreement between the City and Company pursuant to City Ordinance #13-19.

(4) Notice. "Notice" means a writing served by any party or parties on any other party or parties. Notice to Company shall be mailed to the City Manager, City of Anoka, 2015 First Avenue, Anoka, Minnesota, 55303.

Notice to City shall be mailed to the City Administrator, City of Ramsey, 7550 Sunwood Drive NW, Ramsey, Minnesota, 55303.

(b) *Purpose.* The Ramsey City Council has determined that it is in the best interest of the City to impose a franchise fee on those public utility companies that provide natural gas and electric services within the City. Pursuant to the Franchise Agreement, the City has the right to impose a franchise fee on Company. All franchise fee revenues generated through this Ordinance shall be collected in lieu of special assessments for Pavement Management Program projects, and shall be dedicated only to Pavement Management Program projects including pavement preservation and street reconstruction projects.

(c) *Franchise Fee Statement and Schedule.* A franchise fee is hereby imposed on Company commencing with the October 1, 2020 billing month, and in accordance with the following fee schedule:

Electric Utility Customer Classification	Amount per Account per Month ($)
Residential	$ 7
Small Commercial/Industrial – Non-Demand	$ 10
Small Commercial/Industrial – Demand	$ 45
Institutional (Schools)	$210
Large Commercial/Industrial	$210

(d) *Account Fee.* This fee is an account based fee and not a meter-based fee. In the event that an entity covered by this Ordinance has more than one meter, but only one account, only one fee shall be assessed to that account. In the event any entities covered by this Ordinance have more than one account, each account shall be subject to the appropriate fee. In the event a question arises as to the proper fee amount for any account, the highest possible fee amount shall apply.

(e) *Payment.* After the initial notice period as provided in Section 1(i) franchise fees are to be collected by the Company and submitted to the City in accordance with the following schedule:

January – March collections due by April 30
April – June collections due by July 31
July – September collections due by October 31
October – December collections due by January 31

(f) *Record Support for Payment.* The Company shall make each payment when due and, if requested by the City, shall provide a statement summarizing how the franchise fee payment was determined, including information showing any adjustments to the total made to account for any non-collectible accounts, refunds or error corrections. The Company shall permit the City, and its representatives, access to the Company's records for the purpose of verifying such statements.

(g) *Payment Adjustments.* Payment to the City will be adjusted where the Company are unable to collect the franchise fee. This includes non-collectible accounts.

(h) *Dispute Resolution.* If either party asserts that the other party is in default in the performance of any obligation hereunder, the complaining party shall notify the other party of the default and the desired remedy. The notification shall be written. Representatives of the parties must promptly meet and attempt in good faith to negotiate a resolution of the dispute. If the dispute is not resolved within 30 days of the written notice, the parties may jointly select a mediator to facilitate further discussion. The parties will equally share the fees and expenses of this mediator. If a mediator is not used or if the parties are unable to resolve the dispute within 30 days after first meeting with the selected mediator, either party may commence an action in District Court to interpret and enforce this Ordinance or for such other relief permitted by law.

(i) *Effective Date of Franchise Fee.* The effective date of this Ordinance shall be after its publication and sixty (60) days or more after sending written notice enclosing a copy of this adopted Ordinance to Company by certified mail. Collection of the fee shall commence as provided above.

(j) *Relation to Franchise Agreement.* This Ordinance is enacted in compliance with the Franchise Agreement and shall be interpreted as such.

(k) *Commitment of Funds. A*ll funds collected by the City via this franchise fee shall be committed funds. The funds shall be used exclusively to fund Ramsey's Pavement Management Program. These funds may not be used for any other use.

(l) *Periodic Review.* The City Council may review this Ordinance from time to time in whatever manner the City Administrator then determines to be appropriate, including, but not limited to, review by the City Council in either a work session or a regular session. Failure to review this Ordinance shall not in any way invalidate or limit it.

(m) *Annual Review.* Annually, by December 14 of each respective year, the City Council will be provided an update of the franchise fees collected, expensed and balance remaining in the committed Pavement Management Program Fund.

(n) *Rebate Program.* The City will rebate the lesser annual amount paid for franchise fees versus special assessments (those assessed beginning year 2015) over the remaining term of the special assessments, regardless if the assessment was pre-paid or is currently being paid through property taxes. Rebates will be in the form of a check to qualifying property addresses who have submitted an annual rebate application form. This rebate program applies strictly to qualifying property addresses during the effective term of their current assessment or this Ordinance, whichever expires first. If a qualifying property is sold during the effective term of their current assessment, the rebate program is no longer eligible for that respective property.

SECTION 2: EFFECTIVE DATE.

This Ordinance takes effect as provided by the City Charter. This Ordinance shall terminate five (5) years from the date passed and adopted by the City. If the termination date falls within the middle of a three-month collection period, the Ordinance shall terminate at the end of the collection period.

PASSED by the Ramsey City Council this the ____ day of _____, 20____.

_____
Mayor

ATTEST:

_____
City Clerk

Introduction Date:
Posting Dates:
Adoption Date:
Publication Date:
Effective Date:

Franchise Fee/Tax Levy Calculation

2020-2029 Total Project Costs	$ 28,144,449.00
MSA Funded	$ (3,239,760.00)
General Funded ($500,000 -$200,000 Cracksealing)	$ (2,700,000.00)
Road Funds remaining	$ (795,000.00)
TIF	$ (400,000.00)
Storm Water	$ (1,687,108.00)
Water Utility	$ (385,000.00)
Net Bonding	$ 18,937,581.00
Annual Average Project Costs:	$ 2,104,175.67
Based on 2021-2029 Data as 2020 fully MSA funded	
Remove 10% Admin Costs	$ (210,417.57)
Avg Amount needed for Tax Levy	**$ 1,893,758.10**
Rebate Special Assessments (Est)	$ 50,000.00
Avg Amount needed for Franchise Fee	**$ 1,943,758.10**
$16 month Franchise Fee Generates Approximately	$ 2,150,000.00
$14 month Franchise Fee Generates Approximately	$ 1,925,000.00

USING $7 Residential

Centerpoint

Rate Class	# of Accounts	Flat Rate Fee per Month	# months	Franchise Fee Revenue (Yearly)
Residential	8,967	7.00	12	$753,228
Lower res because single gas meter in apt's				
Based on Monthly Therm Usage				
Com - A (Up to 1500 Therms) Ex: Small Churches	268	10.00	12	$32,160
Com/Ind-B (1,500-1-4,999 therms)	151	20.00	12	$36,240
Com/Ind-C (5,000 plus therms)	106	70.00	12	$89,040
SVDF - A (Up to 120,000 therms)	2	148.00	12	$3,552
Institutional	2	148.00	12	$3,552
SVDF - B (greater than 120,000 therms)	0	148.00	12	$0
LVDF	3	800.00	12	$28,800
TOTAL	9,499			$946,572

Connexus Energy

Rate Class	# of Accounts	Flat Rate Fee per Month	# months	Franchise Fee Revenue (Yearly)
Residential	9,143	7.00	12	$768,012
Small Commercial/Industrial-Demand Ex: Lord of Life Church	195	45.00	12	$105,300
Small Commercial/Industrial-Non-Demand Ex: Small Churches	226	10.00	12	$27,120
Institutional (Schools)	2	210.00	12	$5,040
Large Commercial Industrial	7	210.00	12	$17,640
TOTAL	9,573			$923,112

Anoka Municipal

Rate Class	# of Accounts	Flat Rate Fee per Month	# months	Franchise Fee Revenue (Yearly)
Residential	230	7.00	12	$19,320
Small Commercial/Industrial-Demand	4	45.00	12	$2,160
Small Commercial/Industrial-Non-Demand	50	10.00	12	$6,000
Large Commercial/Industrial	20	210.00	12	$50,400
TOTAL	304			$77,880

TOTALS
$1,521,240
$105,300
$65,280
$91,680
$106,680
$3,552
$3,552
$28,800
$1,926,084

*** Rate Class Key:**

SVDF = Small Volume Dual Fuel
LVDF = Large Volume Dual Fuel
Com/Ind Follows City of Rogers Rates

Com=Commercial
Com/Ind = Commercial/Industrial

FRANCHISE FEE REIMBURSEMENT SCHEDULE

Franchise Fee Annual Credit $ 168 $7/month per utility or $14 month total

Pay Back: Lesser of Annual S/A or Franchise Fee

Levied	Payable			Eligible Reim Year	2021 Reim Amt	2022 Reim Amt	2023 Reim Amt	2024 Reim Amt	2025 Reim Amt	
2015	2016	# of Accounts	12	2020						
	Garnet Recon	Annual Franchise	$ 168.00	2021	$ 2,016.00					
		Annual S/A Levy	$ 650.00	2022		$ 2,016.00				
				2023			$ 2,016.00			
				2024				$ 2,016.00		
				2025					$ 2,016.00	
	Overlays	# of Accounts	112	2020						
		Annual Franchise	$ 168.00	2021	$ 8,163.68					
		Annual S/A Levy	$ 72.89	2022		$ 8,163.68				
				2023			$ 8,163.68			
				2024				$ 8,163.68		
				2025					$ 8,163.68	
	Jarvis St Recon	# of Accounts	10	2020						
		Annual Franchise	$ 168.00	2021	$ 1,680.00					
		Annual S/A Levy	$ 450.00	2022		$ 1,680.00				
				2023			$ 1,680.00			
				2024				$ 1,680.00		
				2025					$ 1,680.00	
	Total 2015 Projects Final Levy 2025			TOTALS	$ 11,859.68	$ 11,859.68	$ 11,859.68	$ 11,859.68	$ 11,859.68	$ 59,298.40

Levied	Payable			Eligible Reim Year	2021 Reim Amt	2022 Reim Amt	2023 Reim Amt	2024 Reim Amt	2025 Reim Amt	2026 Reim Amt	
2016	2017	# of Accounts	65	2020							
	Andrie & 164th Ln Rec	Annual Franchise	$ 168.00	2021	$ 10,920.00						
		Annual S/A Levy	$ 663.64	2022		$ 10,920.00					
				2023			$ 10,920.00				
				2024				$ 10,920.00			
				2025					$ 10,920.00		
				2026						$ 10,920.00	
	Sunwood Dr Overlay	# of Accounts	3	2020							
		Annual Franchise	$ 168.00	2021	$ 285.00						
		Annual S/A Levy	$ 95.00	2022		$ 285.00					
				2023			$ 285.00				
				2024				$ 285.00			
				2025					$ 285.00		
				2026						$ 285.00	
	Total 2016 Projects Final Levy 2026			TOTALS	$ 11,205.00	$ 11,205.00	$ 11,205.00	$ 11,205.00	$ 11,205.00	$ 11,205.00	$ 67,230.00

Levied	Payable			Eligible Reim Year	2021 Reim Amt	2022 Reim Amt	2023 Reim Amt	2024 Reim Amt	2025 Reim Amt	2026 Reim Amt	2027 Reim Amt
2017	2018	# of Accounts	1	2020							
	Sunwood Drive Recon	Annual Franchise	$ 240.00	2021	$ 240.00						

North Sub Mgmt	Annual S/A Levy	$ 774.76	2022		$ 240.00									
Small Comm??			2023			$ 240.00								
			2024				$ 240.00							
			2025					$ 240.00						
			2026						$ 240.00					
			2027							$ 240.00				
Sunwood Drive Recon	# of Accounts	1	2020											
Vision Ease	Annual Franchise	$ 12,120.00	2021	$ 2,394.88										
Large Comm	Annual S/A Levy	$ 2,394.88	2022		$ 2,394.88									
			2023			$ 2,394.88								
			2024				$ 2,394.88							
			2025					$ 2,394.88						
			2026						$ 2,394.88					
			2027							$ 2,394.88				
Sunwood Drive Recon	# of Accounts	1	2020											
Connexus Energy	Annual Franchise	$ 12,120.00	2021	$ 3,336.39										
Large Comm	Annual S/A Levy	$ 3,336.39	2022		$ 3,336.39									
			2023			$ 3,336.39								
			2024				$ 3,336.39							
			2025					$ 3,336.39						
			2026						$ 3,336.39					
			2027							$ 3,336.39				
	# of Accounts	1	2020											
Sunwood Drive	Annual Franchise	$ 240.00	2021	$ 240.00										
Knoll Properties	Annual S/A Levy	$ 1,399.90	2022		$ 240.00									
Small Comm??			2023			$ 240.00								
			2024				$ 240.00							
			2025					$ 240.00						
			2026						$ 240.00					
			2027							$ 240.00				
	# of Accounts	2	2020											
Sunwood Drive	Annual Franchise	$ 240.00	2021	$ 480.00										
RMR & O'Brien Prop	Annual S/A Levy	$ 650.00	2022		$ 480.00									
Small Comm??			2023			$ 480.00								
			2024				$ 480.00							
			2025					$ 480.00						
			2026						$ 480.00					
			2027							$ 480.00				
	# of Accounts	1	2020											
Sunwood Drive	Annual Franchise	$ 240.00	2021	$ 240.00										
Phillips	Annual S/A Levy	$ 867.83	2022		$ 240.00									
Small Comm??			2023			$ 240.00								
			2024				$ 240.00							
			2025					$ 240.00						
			2026						$ 240.00					
			2027							$ 240.00				
Total 2017 Projects Final Levy 2027			TOTALS	$ 6,931.27	$ 6,931.27	$ 6,931.27	$ 6,931.27	$ 6,931.27	$ 6,931.27	$ 6,931.27			$ 48,518.89	

Levied	Payable			Eligible Reim Year	2021 Reim Amt	2022 Reim Amt	2023 Reim Amt	2024 Reim Amt	2025 Reim Amt	2026 Reim Amt	2027 Reim Amt	2028 Reim Amt
2018	2019	# of Accounts	44	2020								
	Riversbend Recon	Annual Franchise	$ 168.00	2021	$ 6,145.48							
		Annual S/A Levy	$ 139.67	2022		$ 6,145.48						

				2023				$	6,145.48												
				2024						$	6,145.48										
				2025								$	6,145.48								
				2026										$	6,145.48						
				2027												$	6,145.48				
				2028														$	6,145.48		
	# of Accounts		16	2020																	
Stanhope Terrace Rec	Annual Franchise	$	168.00	2021	$	2,688.00															
	Annual S/A Levy	$	571.03	2022			$	2,688.00													
				2023				$	2,688.00												
				2024						$	2,688.00										
				2025								$	2,688.00								
				2026										$	2,688.00						
				2027												$	2,688.00				
				2028														$	2,688.00		
	# of Accounts		30	2020																	
Woodland Green Over	Annual Franchise	$	168.00	2021	$	3,724.20															
	Annual S/A Levy	$	124.14	2022			$	3,724.20													
				2023				$	3,724.20												
				2024						$	3,724.20										
				2025								$	3,724.20								
				2026										$	3,724.20						
				2027												$	3,724.20				
				2028														$	3,724.20		
	# of Accounts		13	2020																	
North Forty 2nd Overl	Annual Franchise	$	168.00	2021	$	1,113.45															
	Annual S/A Levy	$	85.65	2022			$	1,113.45													
				2023				$	1,113.45												
				2024						$	1,113.45										
				2025								$	1,113.45								
				2026										$	1,113.45						
				2027												$	1,113.45				
				2028														$	1,113.45		
	# of Accounts		26	2020																	
North Forty 3d Overla	Annual Franchise	$	168.00	2021	$	3,705.52															
	Annual S/A Levy	$	142.52	2022			$	3,705.52													
				2023				$	3,705.52												
				2024						$	3,705.52										
				2025								$	3,705.52								
				2026										$	3,705.52						
				2027												$	3,705.52				
				2028														$	3,705.52		
	# of Accounts		11	2020																	
Northfork Itasca Shore	Annual Franchise	$	168.00	2021	$	1,025.97															
	Annual S/A Levy	$	93.27	2022			$	1,025.97													
				2023				$	1,025.97												
				2024						$	1,025.97										
				2025								$	1,025.97								
				2026										$	1,025.97						
				2027												$	1,025.97				
				2028														$	1,025.97		
	# of Accounts		12	2020																	
Northfork Overlay	Annual Franchise	$	168.00	2021	$	1,150.08															
	Annual S/A Levy	$	95.84	2022			$	1,150.08													
				2023				$	1,150.08												

			2024				$ 1,150.08								
			2025						$ 1,150.08						
			2026								$ 1,150.08				
			2027										$ 1,150.08		
			2028											$ 1,150.08	
	# of Accounts	18	2020												
North Forty 2nd & 3rd	Annual Franchise	$ 168.00	2021	$ 2,512.62											
	Annual S/A Levy	$ 139.59	2022		$ 2,512.62										
			2023			$ 2,512.62									
			2024				$ 2,512.62								
			2025						$ 2,512.62						
			2026								$ 2,512.62				
			2027										$ 2,512.62		
			2028											$ 2,512.62	
	# of Accounts	11	2020												
Northfork Oaks Overla	Annual Franchise	$ 168.00	2021	$ 1,054.24											
	Annual S/A Levy	$ 95.84	2022		$ 1,054.24										
			2023			$ 1,054.24									
			2024				$ 1,054.24								
			2025						$ 1,054.24						
			2026								$ 1,054.24				
			2027										$ 1,054.24		
			2028											$ 1,054.24	
Total 2018 Projects Final Levy 2028				$ 23,119.56	$ 23,119.56	$ 23,119.56	$ 23,119.56	$ 23,119.56	$ 23,119.56	$ 23,119.56	$ 23,119.56				$ 184,956.48

Levied	Payable			Eligible Reim Year	2021 Reim Amt	2022 Reim Amt	2023 Reim Amt	2024 Reim Amt	2025 Reim Amt	2026 Reim Amt	2027 Reim Amt	2028 Reim Amt	2029 Reim Amt	
2019	2020	# of Accounts	8	2020										
	Ford Brook Est Recon	Annual Franchise	$ 168.00	2021	$ 1,344.00									
		Annual S/A Levy	$ 413.45	2022		$ 1,344.00								
				2023			$ 1,344.00							
				2024				$ 1,344.00						
				2025					$ 1,344.00					
				2026						$ 1,344.00				
				2027							$ 1,344.00			
				2028								$ 1,344.00		
				2029									$ 1,344.00	
	2020	# of Accounts	59	2020										
	Woodpond Hills & Che	Annual Franchise	$ 168.00	2021	$ 7,569.11									
		Annual S/A Levy	$ 128.29	2022		$ 7,569.11								
				2023			$ 7,569.11							
				2024				$ 7,569.11						
				2025					$ 7,569.11					
				2026						$ 7,569.11				
				2027							$ 7,569.11			
				2028								$ 7,569.11		
				2029									$ 7,569.11	
Total 2019 Projects Final Levy 2029					$ 8,913.11	$ 8,913.11	$ 8,913.11	$ 8,913.11	$ 8,913.11	$ 8,913.11	$ 8,913.11	$ 8,913.11	$ 8,913.11	$ 80,217.99
														$ 440,221.76

Summary of Rebates:	# Accounts	2021	2022	2023	2024	2025	2026	2027	2028	2029	TOTAL
Road Reconstruction Levies	221	$ 39,293.86	$ 39,293.86	$ 39,293.86	$ 39,293.86	$ 39,293.86	$ 35,597.86	$ 24,677.86	$ 17,746.59	$ 8,913.11	$ 283,404.72
Road Overlay Levies	236	$ 22,734.76	$ 22,734.76	$ 22,734.76	$ 22,734.76	$ 22,734.76	$ 14,571.08	$ 14,286.08	$ 14,286.08	$ -	$ 156,817.04
Total	457	$ 62,028.62	$ 62,028.62	$ 62,028.62	$ 62,028.62	$ 62,028.62	$ 50,168.94	$ 38,963.94	$ 32,032.67	$ 8,913.11	$ 440,221.76

Summary of Franchise Fee Collections Less Rebates of Assessments:
Based on $7/per utility $14/month for Residential & tiered for commercial

Franchise Fee Revenue Generated	$ 1,926,084.00	$ 1,926,084.00	$ 1,926,084.00	$ 1,926,084.00	$ 1,926,084.00	$ 1,926,084.00	$ 1,926,084.00	$ 1,926,084.00	$ 1,926,084.00
Less Special Assessment Rebates	$ (62,028.62)	$ (62,028.62)	$ (62,028.62)	$ (62,028.62)	$ (62,028.62)	$ (50,168.94)	$ (38,963.94)	$ (32,032.67)	$ (8,913.11)
Net Franchise Fee Revenue	**$ 1,864,055.38**	**$ 1,864,055.38**	**$ 1,864,055.38**	**$ 1,864,055.38**	**$ 1,864,055.38**	**$ 1,875,915.06**	**$ 1,887,120.06**	**$ 1,894,051.33**	**$ 1,917,170.89**

Net Franchise Fee Based on 80% Eligibile Requesting Rebate	**$ (49,622.90)**	**$ (49,622.90)**	**$ (49,622.90)**	**$ (49,622.90)**	**$ (49,622.90)**	**$ (40,135.15)**	**$ (31,171.15)**	**$ (25,626.14)**	**$ (7,130.49)**
Amount not rebated	$ (12,405.72)	$ (12,405.72)	$ (12,405.72)	$ (12,405.72)	$ (12,405.72)	$ (10,033.79)	$ (7,792.79)	$ (6,406.53)	$ (1,782.62)

Ramsey Road Funding Frequently Asked Questions

Road Funding Program Options

Question: What is a franchise fee?
Answer: Cities in Minnesota are allowed by state law to tax local utilities for their use of public road right-of-way to conduct their services. These fees, called franchise fees, are typically passed on to consumers on their monthly utility bill.

Question: How is the City able to implement a franchise fee?
Answer: The franchise fee is allowed by state law, and the process to implement the fee requires cities to hold a public hearing, pass an ordinance, and provide at least a 60-day notice to the utility company before the franchise fee becomes effective.

Question: When will the fee collection end?
Answer: The monthly franchise fee will run indefinitely until the ordinance is either changed by the Council, or, the ordinance lapses after a planned five-year initial term without Council renewal.

Question: I have multiple bills or two or more meters on my property. Do I have to pay the fee more than once?
Answer: Only one fee will be assessed per account address even if there are multiple meters. The fee is account based and not meter based. In the event that an entity has more than one meter, but only one account, only one fee shall be assessed to that account. If an entity has more than one account, each account shall be subject to the appropriate fee. In the event a question arises as to the proper fee amount for any account, the highest possible fee amount shall apply (this is from our ordinance)

City Finances

Question: Why are we considering changing the way we finance roads? What was the problem with our previous method?
Answer: The current method of financing roads would result in large tax increases and large individual assessments to property owners that have an adjacent street repaired. The franchise fee uses smaller monthly payments by all property owners to create a dedicated fund for the repair and maintenance of streets over the long-term.

Question: How much will I be charged?
Answer: Residents will see a charge of $7 on their electric bill (City of Anoka or Connexus Energy) and $7 on their gas bill (Centerpoint Energy) every month.

Commercial/Industrial properties will see a charge for each utility based on their largest meter size. The respective utility company can provide the proper meter classification.

Electric:	
Small Commercial/Industrial – Non-Demand	$ 10
Small Commercial/Industrial – Demand	$ 45
Institutional (Schools)	$210
Large Commercial/Industrial	$210

Gas:

Commercial/Industrial A (Up to 1,500 Therms)	$ 10
Commercial/Industrial B (1,500-4,999 Therms)	$ 20
Commercial/Industrial C (5,000 + Therms)	$ 70
Small Volume, Dual Fuel A ("SVDF A")	$148
Small Volume, Dual Fuel B ("SVDF B")	$148
Institutional	$148
Large Volume, Dual Fuel ("LVDF")	$800

Road Construction

Question: Does the $500,000 annual maintenance include construction and maintenance?
Answer: In 2020, $200,000 includes maintenance. Crack sealing and the other $300,000 is to going towards the Pavement Management Program.

Question: How does this affect dirt roads?
Answer: It typically doesn't have any effect on gravel roads. A typical policy is that you only pay once and then the city takes it over from the maintenance side.

Question: The county disbanded the wheelage tax. Does the City have that option?
Answer: No, only counties have that option.

Question: What's the most popular funding option among cities?
Answer: Assessments are the most popular. But even Edina, for instance, is running into the same problem we are and they're looking at options.

Question: Tax or fee is the same thing – you're going to assess it on a bill. But with property taxes, you can write it off? Is it true that a person can't write off a franchise fee, whereas raising property taxes would allow people to write it off?
Answer: Yes, it is true that franchise fees are not tax deductible. It's important to note that recent increases in the standard deduction make it less likely that a property owner will use property taxes as an itemized tax deduction. Special assessments, which provide specific benefits that increase the value of the property (which includes road improvements), may not be deducted. The interest portion of an assessment could be deducted if broken out separately on the tax bill, which is normally not itemized via principal and interest.

Franchise Fee Logistics

Question: Are the 100 percent tax levy and franchise fee are the same and it just depends on how you pay it?
Answer: Yes and no. A commercial property pays a larger share of a tax levy than a residential property. The franchise fees are a little more even. Someone in an apartment would pay the same as someone in a house. Exempt properties also don't pay tax levy, but they would pay the franchise fee.

Question: How do we know on the bill that the franchise fee is for roads and not other things?
Answer: The City Council would put language in place to ensure it goes to that purpose via City ordinance.

Question: We have a lot of new apartments. How are they figured into this?
Answer: All new apartments have independent gas and electric meters, so they can be treated like a single-family home and would pay a franchise fee.

Question: Are the utilities allowed to tack on a fee for administration of the franchise fee?
Answer: Generally, no. They pay the city on a quarterly basis, so they have a chance to accrue some interest.

Question: Is it possible to have a franchise fee where the expensive houses pay more than the smaller ones?
Answer: No, because the electric and gas companies can only bill based on the meter size.

Question: Under the franchise fee, churches are included?
Answer: Yes, since they have meters.

Question: If the apartment buildings have meters, every tenant pays the same as someone on a big lot?
Answer: Yes.

<u>Franchise Fee Amounts</u>

Question: Is the franchise fee based on usage?
Answer: No, it's a fixed amount for residential properties. For commercial, it's based on meter size.

Question: So under a franchise fee system, all I pay is around $100-$200/year and I'd never pay for an assessment?
Answer: Yes, that's right.

CC Regular Session **7. 2.**

Meeting Date: 06/23/2020

By: Tim Gladhill, Community Development

Information

Title:

Discuss Potential City Code Changes to Liquor Licenses and Tobacco Licenses

Purpose/Background:

The purpose of this case is to consider directing staff to begin a City Code Amendment process pertaining to issuing both an Off-Sale Liquor License and Tobacco License (for electronic cigarettes) in a same location.

At the May 23, 2020 City Council Meeting, the City Council requested a policy discussion regarding businesses that desire to sell off-sale liquor and electronic cigarettes at the same location. This was in response to an actual application for license. The license application was tabled pending this discussion.

Notification:

Notification is not required at this stage.

Observations/Alternatives:

Staff has intentionally kept this report high-level in order to seek high-level policy direction. Staff will fill in details with future cases. In its most simplistic terms, Staff simply needs direction on the following policy question.

1. Does the City Council desire to restrict the sales of off-sale liquor and electronic cigarettes in the same location?

Minnesota Statutes allow municipalities to permit or otherwise license the sale of off-sale liquor and electronic cigarettes in the same location. Minnesota Statutes do not allow municipalities to permit or otherwise license the sale of off-sale liquor and CBD products and other similar non-tobacco related products in the same location.

According to the City Attorney, the City would have the legal authority to be more restrictive that State Statute in this regard. In other words, the City could amend City Code related to Liquor Licenses and Tobacco Licenses to restrict the sales of off-sale liquor and electronic cigarettes in the same location.

This topic was originally scheduled for Work Session review. However, the topic list did not allow for sufficient time for review. The City does have a License Application on the table impacted by this policy discussion. Time is of the essence to get initial policy direction.

Attached is the House Research file which provides some good information on the current interpretation and the ability of cities to be more restrictive relating to the the type of products that could be sold at liquor stores.

The City Attorney has consulted with the State of Minnesota and the State on this topic. The State of Minnesota response is as follows. In short, the State of Minnesota states that municipalities may allow the sales of off-sale liquor and electronic cigarettes in the same location. However, the business may not sell off-sale liquor and products such as CBD in the same location.

As you know, Minnesota Statute 340A.412 subdivision 14 lists items that may legally be sold in an exclusive liquor store in Minnesota. The statute does allow the stores to sell tobacco products. Minnesota alcoholic beverage statutes chapter 340A and Minnesota Rules Chapter 7515 do not define the term tobacco related to its allowable sale in exclusive liquor stores. This has tasked our division with how to address the question of what is tobacco for purposes of enforcing the statute.

We have looked to tobacco license regulations for clarification of products that can be sold by holders of a locally issued tobacco license. See Minnesota Statute 461.12 https://www.revisor.mn.gov/statutes/cite/461.12. Subdivision 1 covers tobacco licensing by a local jurisdiction. The subdivision includes electronic delivery devices such as e cigarettes.

Local municipalities do issue tobacco licenses to exclusive liquor stores, and it appears that the tobacco license allows for the sale of e cigarettes. I have attached a pdf file from the Minnesota House of Representatives House Research last updated in June of 2018 where e cigarettes are licensed and regulated as tobacco related devices.

The concern I have related to an e-cig operation trying to become an exclusive liquor store would be related to other items they might sell in their store, such a CBD oils and related products. There are many products these stores sell that would not be allowed in the exclusive off-sale liquor store.

It is going to be a business decision on the part of the business as to whether or not they limit items they can sell by combining the current store with a liquor store or whether they open a liquor store to operate exclusive with no public access to the e-cig store.

Funding Source:

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

Recommendation:

Staff recommends that City Council provide direction to Staff to begin a process to amend City Code if it so desires.

Action:

Motion to direct Staff to begin a process to amend City Code pertaining to Liquor Licenses and Tobacco Licenses.

Attachments

Minnesota House of Representatives Research

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	06/18/2020 04:28 PM
Form Started By: Tim Gladhill		Started On: 06/18/2020 11:19 AM
Final Approval Date: 06/18/2020		

HOUSE RESEARCH | Short Subjects

Elisabeth Klarqvist **Updated: June 2018**

Regulation of Electronic Cigarettes

The sale and use of electronic cigarettes, referred to as electronic delivery devices in state law, have been regulated at the state level since 2014. The Minnesota Clean Indoor Air Act (MCIAA) prohibits the use of electronic cigarettes in certain indoor settings. Otherwise, requirements for the sale and use of electronic cigarettes are generally the same as requirements for the sale and use of tobacco and tobacco-related devices.

What is an electronic cigarette?

An "electronic delivery device" (referred to as an electronic cigarette) is defined as any product containing or delivering nicotine, lobelia, or other substance intended for human consumption that is used to simulate smoking through inhalation of vapor. This includes all of the components of the product, even if they are sold separately, but does not include products approved by the Food and Drug Administration as tobacco-cessation products, as tobacco-dependence products, or for other medical purposes, which are marketed and sold for that purpose.

The definition of "tobacco-related devices" also includes devices intended to be used to inhale the vapor of tobacco or tobacco products. (Minn. Stat. § 609.685, subd. 1, paras. (b) and (c))

Where is use of electronic cigarettes prohibited?

The MCIAA prohibits smoking of tobacco products in public places, at public meetings, in public transportation, and in places of employment. (Minn. Stat. §§ 144.411 to 144.417) Use of electronic cigarettes is prohibited only in the following locations:

- Day care centers
- Family home or licensed group family day care provider homes, during hours of operation
- Health care facilities
- Any building owned or operated by the state, home rule charter or statutory city, county, township, school district, or other political subdivision
- Buildings owned by Minnesota State Colleges and Universities and the University of Minnesota
- Facilities licensed by the Department of Human Services
- Facilities licensed by the Department of Health, but only if that facility is also subject to federal licensing requirements
- Public schools

Can local jurisdictions or businesses adopt more restrictive ordinances?

Political subdivisions and businesses are specifically authorized to adopt more restrictive prohibitions on the use of electronic cigarettes or the regulation of electronic cigarettes, than the prohibitions or regulations found in state law. (Minn. Stat. §§ 144.414, subd. 5, para. (b); 609.685, subd. 4)

Are electronic cigarettes licensed the same as tobacco products?	Under Minnesota Statutes, section 461.12, the sale of electronic cigarettes is subject to the same municipal licensing provisions as other tobacco products. The law also extends a municipality's ability to conduct compliance checks to places where electronic cigarettes are sold. Electronic cigarettes are prohibited from being accessible to the public without the intervention of a store employee, from being sold in vending machines, and from being sold in kiosks, in the same way as tobacco products. (Minn. Stat. §§ 461.18; 461.21)
What are the packaging requirements for electronic cigarettes?	Liquids sold as part of the use of an electronic cigarette, regardless of whether it contains nicotine, must be packaged in child-resistant packaging. Child-resistant packaging is defined under the Code of Federal Regulations, title 16, section 1700.20, effective on January 1, 2015.
How are the sales and use of electronic cigarettes regulated?	A person must be 18 years old to purchase and use electronic cigarettes. The criminal and administrative penalties for selling or furnishing an electronic cigarette to a person under 18, or for the use of electronic cigarettes by a person under 18, are the same as the criminal and administrative penalties for selling or furnishing tobacco or tobacco-related devices to persons under 18, or for the use of tobacco by persons under 18. (Minn. Stat. §§ 461.12; 609.685)
How are electronic cigarettes taxed?	Electronic cigarettes are subject to the state's other tobacco products tax. The tobacco products subject to this tax include "any product containing, made, or derived from tobacco that is intended for human consumption" as well as "any component, part, or accessory of a tobacco product." (Minn. Stat. § 297F.01, subd. 19) The tax is imposed at the rate of 95 percent of the wholesale price of the tobacco product. The tax is administered so that it only applies to the nicotine cartridge or solution used in an electronic cigarette, provided the device for which the nicotine cartridge or solution is used is sold separately. If a cartridge or solution is not sold separately from the electronic cigarette (disposable electronic cigarettes, for instance), the tax is imposed on the entire value of the electronic cigarette product. (Minn. Stat. § 297F.05, subd. 3, para. (a))

For more information: Contact legislative analyst Elisabeth Klarqvist at 651-296-5043. For questions on the taxation of electronic cigarettes, contact legislative analyst Christopher Klemen at 651-296-8959. Also see the House Research publication *Minnesota Clean Indoor Air Act*, August 2017.

The Research Department of the Minnesota House of Representatives is a nonpartisan office providing legislative, legal, and information services to the entire House.

CC Regular Session **7. 3.**

Meeting Date: 06/23/2020

Submitted For: Sean Sullivan, Community Development

By: Wendy Schlueter, Community Development

Information

Title:

Consider Off-Sale Liquor License at 13939 Saint Francis Blvd NW; Case of Cloud X Vapes

Purpose/Background:

Purpose:

The purpose of this case is to consider an off-sale liquor license for CLOUD X VAPES.

Background:

CLOUD X VAPES has properly applied for an off-sale liquor license at 13939 St. Francis Boulevard NW, Suite 200. Police Chief Katers has completed the background investigation and found everything to be in order. This establishment is currently licensed to sell tobacco & products related to electronic cigarettes.

The City Council tabled action on this request at a recent meeting, citing concerns with co-locating off-sale liquor sales and tobacco sales, specifically vaping/eCigs. The Council expressed a desire to consider updating regulations pertaining to the co-location of these sales.

Notification:

Notice of the public hearing was published in the Anoka County Union Herald on Friday, May 1, 2020 and public hearing was held on May 26, 2020.

Observations/Alternatives:

Attached is the House Research file which provides some good information on the current interpretation and the ability of cities to be more restrictive relating to the the type of products that could be sold at liquor stores.

The City Attorney has consulted with the State of Minnesota and the State on this topic. The State of Minnesota response is as follows. In short, the State of Minnesota states that municipalities may allow the sales of off-sale liquor and electronic cigarettes in the same location. However, the business may not sell off-sale liquor and products such as CBD in the same location.

As you know, Minnesota Statute 340A.412 subdivision 14 lists items that may legally be sold in an exclusive liquor store in Minnesota. The statute does allow the stores to sell tobacco products. Minnesota alcoholic beverage statutes chapter 340A and Minnesota Rules Chapter 7515 do not define the term tobacco related to its allowable sale in exclusive liquor stores. This has tasked our division with how to address the question of what is tobacco for purposes of enforcing the statute.

We have looked to tobacco license regulations for clarification of products that can be sold by holders of a locally issued tobacco license. See Minnesota Statute 461.12 https://www.revisor.mn.gov/statutes/cite/461.12. Subdivision 1 covers tobacco licensing by a local jurisdiction. The subdivision includes electronic delivery devices such as e cigarettes.

Local municipalities do issue tobacco licenses to exclusive liquor stores, and it appears that the tobacco license

allows for the sale of e cigarettes. I have attached a pdf file from the Minnesota House of Representatives House Research last updated in June of 2018 where e cigarettes are licensed and regulated as tobacco related devices.

The concern I have related to an e-cig operation trying to become an exclusive liquor store would be related to other items they might sell in their store, such a CBD oils and related products. There are many products these stores sell that would not be allowed in the exclusive off-sale liquor store.

It is going to be a business decision on the part of the business as to whether or not they limit items they can sell by combining the current store with a liquor store or whether they open a liquor store to operate exclusive with no public access to the e-cig store.

Based on this information there are a number of paths that City could choose to take on this matter. The City Council should consider the following options.

1. Approval of the license as presented based on existing City Code provisions.
2. Approval of the current license as presented and direct staff to draft an ordinance further defining "tobacco products" permitted for sale at off sale liquor stores to be implemented prior to renewals of licenses next year.
3. Table action on the license and direct staff to draft an ordinance further defining "tobacco products" that would restrict the sales of off-sale liquor and certain tobacco products such as eCigarettes in the same location.

Staff does note that there would be some challenges in enforcement of the above, but not out of the ordinary. Of particular note, as part of regular audits of the liquor license and tobacco license, Staff would need to ensure that the business is not selling products inconsistent with these licenses such as CBD products.

Funding Source:

This case is being handled as part of normal Staff duties. The Applicant is responsible for an Application Fee.

Recommendation:

Staff needs clear policy direction on how to proceed. If the City Council does not desire to amend City Code placing additional restrictions on the sales of off-sale liquor and electronic cigarettes in the same location, it should approve the current license. If the City Council does desire an amendment to City Code to place additional restrictions, it should table the current application pending the outcome of that process.

At this stage, Staff would not recommend a denial of the Application. As noted above, City Code would need to be amended first giving the City Council the authority to deny this application.

Action:

Motion to approve/deny/table an off-sale liquor license for CLOUD X VAPES at 13939 St. Francis Boulevard NW, Suite 200.

Note - if the motion is to table action, the motion should also include direction to begin a process to amend City Code.

Attachments

House Research E-cigarettes

Form Review

Inbox	Reviewed By	Date
Sean Sullivan (Originator)	Sean Sullivan	06/18/2020 10:13 AM
Tim Gladhill	Tim Gladhill	06/18/2020 10:52 AM
Kurt Ulrich	Kurt Ulrich	06/18/2020 03:56 PM
Form Started By: Sean Sullivan		Started On: 06/16/2020 09:03 AM
Final Approval Date: 06/18/2020		

HOUSE RESEARCH | Short Subjects

Elisabeth Klarqvist **Updated: June 2018**

Regulation of Electronic Cigarettes

The sale and use of electronic cigarettes, referred to as electronic delivery devices in state law, have been regulated at the state level since 2014. The Minnesota Clean Indoor Air Act (MCIAA) prohibits the use of electronic cigarettes in certain indoor settings. Otherwise, requirements for the sale and use of electronic cigarettes are generally the same as requirements for the sale and use of tobacco and tobacco-related devices.

What is an electronic cigarette?

An "electronic delivery device" (referred to as an electronic cigarette) is defined as any product containing or delivering nicotine, lobelia, or other substance intended for human consumption that is used to simulate smoking through inhalation of vapor. This includes all of the components of the product, even if they are sold separately, but does not include products approved by the Food and Drug Administration as tobacco-cessation products, as tobacco-dependence products, or for other medical purposes, which are marketed and sold for that purpose.

The definition of "tobacco-related devices" also includes devices intended to be used to inhale the vapor of tobacco or tobacco products. (Minn. Stat. § 609.685, subd. 1, paras. (b) and (c))

Where is use of electronic cigarettes prohibited?

The MCIAA prohibits smoking of tobacco products in public places, at public meetings, in public transportation, and in places of employment. (Minn. Stat. §§ 144.411 to 144.417) Use of electronic cigarettes is prohibited only in the following locations:

- Day care centers
- Family home or licensed group family day care provider homes, during hours of operation
- Health care facilities
- Any building owned or operated by the state, home rule charter or statutory city, county, township, school district, or other political subdivision
- Buildings owned by Minnesota State Colleges and Universities and the University of Minnesota
- Facilities licensed by the Department of Human Services
- Facilities licensed by the Department of Health, but only if that facility is also subject to federal licensing requirements
- Public schools

Can local jurisdictions or businesses adopt more restrictive ordinances?

Political subdivisions and businesses are specifically authorized to adopt more restrictive prohibitions on the use of electronic cigarettes or the regulation of electronic cigarettes, than the prohibitions or regulations found in state law. (Minn. Stat. §§ 144.414, subd. 5, para. (b); 609.685, subd. 4)

Are electronic cigarettes licensed the same as tobacco products?	Under Minnesota Statutes, section 461.12, the sale of electronic cigarettes is subject to the same municipal licensing provisions as other tobacco products. The law also extends a municipality's ability to conduct compliance checks to places where electronic cigarettes are sold. Electronic cigarettes are prohibited from being accessible to the public without the intervention of a store employee, from being sold in vending machines, and from being sold in kiosks, in the same way as tobacco products. (Minn. Stat. §§ 461.18; 461.21)
What are the packaging requirements for electronic cigarettes?	Liquids sold as part of the use of an electronic cigarette, regardless of whether it contains nicotine, must be packaged in child-resistant packaging. Child-resistant packaging is defined under the Code of Federal Regulations, title 16, section 1700.20, effective on January 1, 2015.
How are the sales and use of electronic cigarettes regulated?	A person must be 18 years old to purchase and use electronic cigarettes. The criminal and administrative penalties for selling or furnishing an electronic cigarette to a person under 18, or for the use of electronic cigarettes by a person under 18, are the same as the criminal and administrative penalties for selling or furnishing tobacco or tobacco-related devices to persons under 18, or for the use of tobacco by persons under 18. (Minn. Stat. §§ 461.12; 609.685)
How are electronic cigarettes taxed?	Electronic cigarettes are subject to the state's other tobacco products tax. The tobacco products subject to this tax include "any product containing, made, or derived from tobacco that is intended for human consumption" as well as "any component, part, or accessory of a tobacco product." (Minn. Stat. § 297F.01, subd. 19) The tax is imposed at the rate of 95 percent of the wholesale price of the tobacco product. The tax is administered so that it only applies to the nicotine cartridge or solution used in an electronic cigarette, provided the device for which the nicotine cartridge or solution is used is sold separately. If a cartridge or solution is not sold separately from the electronic cigarette (disposable electronic cigarettes, for instance), the tax is imposed on the entire value of the electronic cigarette product. (Minn. Stat. § 297F.05, subd. 3, para. (a))

For more information: Contact legislative analyst Elisabeth Klarqvist at 651-296-5043. For questions on the taxation of electronic cigarettes, contact legislative analyst Christopher Klemen at 651-296-8959. Also see the House Research publication *Minnesota Clean Indoor Air Act*, August 2017.

The Research Department of the Minnesota House of Representatives is a nonpartisan office providing legislative, legal, and information services to the entire House.

CC Regular Session **7. 4.**

Meeting Date: 06/23/2020

By: Chloe McGuire Brigl, Community Development

Information

Title:

Adopt Ordinance #20-14 Vacating Right of Way and Drainage and Utility Easements (Case of Capstone Homes and City of Ramsey); Project 19-149

Purpose/Background:

The purpose of this case is to review a vacation of the underlying drainage and utility easement related to the Puma Street realignment project. This is a standard processes for the City of Ramsey during this type of street reconstruction project.

Also included in this case is a resolution updating the legal description of real property to be conveyed to Capstone Homes as part of the realignment of Puma Street. This has previously been approved and is necessary to complete the Riverstone Plat. This step is to simply update to the actual legal description at time of closing of the transaction.

Notification:

Public Hearing notices were sent via Standard US Mail to Property Owners within 700 feet of the Subject Property, as reflected by Anoka County Property Records. A notice was published in the Anoka Union Herald, the City's official newspaper for the June 9, 2020 City Council meeting.

Notification for this particular meeting is not required and has not been provided.

Observations/Alternatives:

Ordinance #20-14

- **Right of Way Vacation:** In order to realign Puma Street NW, the existing Puma Street must be vacated. This step must be approved via an Ordinance from the City Council per City Code.
- **Drainage and Utility Easement Vacation**: In order to realign Puma Street NW, underlying drainage and utility easements must be vacated along the edges of the existing property. New drainage and utility easements will be dedicated with the Final Plats for the road realignment (Alpha Development 2nd Addition) and Riverstone 4th Addition. This process ensures clean title work and keeps the process running smoothly with Anoka County.

Funding Source:

The Applicant is responsible for all costs associated with project.

Recommendation:

Staff recommends adoption of the final plat and introducing the vacation of drainage and utility easements related to the Puma Street realignment project.

Action:

Motion to waive the City Charter requirement to read the ordinance aloud and adopt Ordinance #20-14

Roll Call Vote

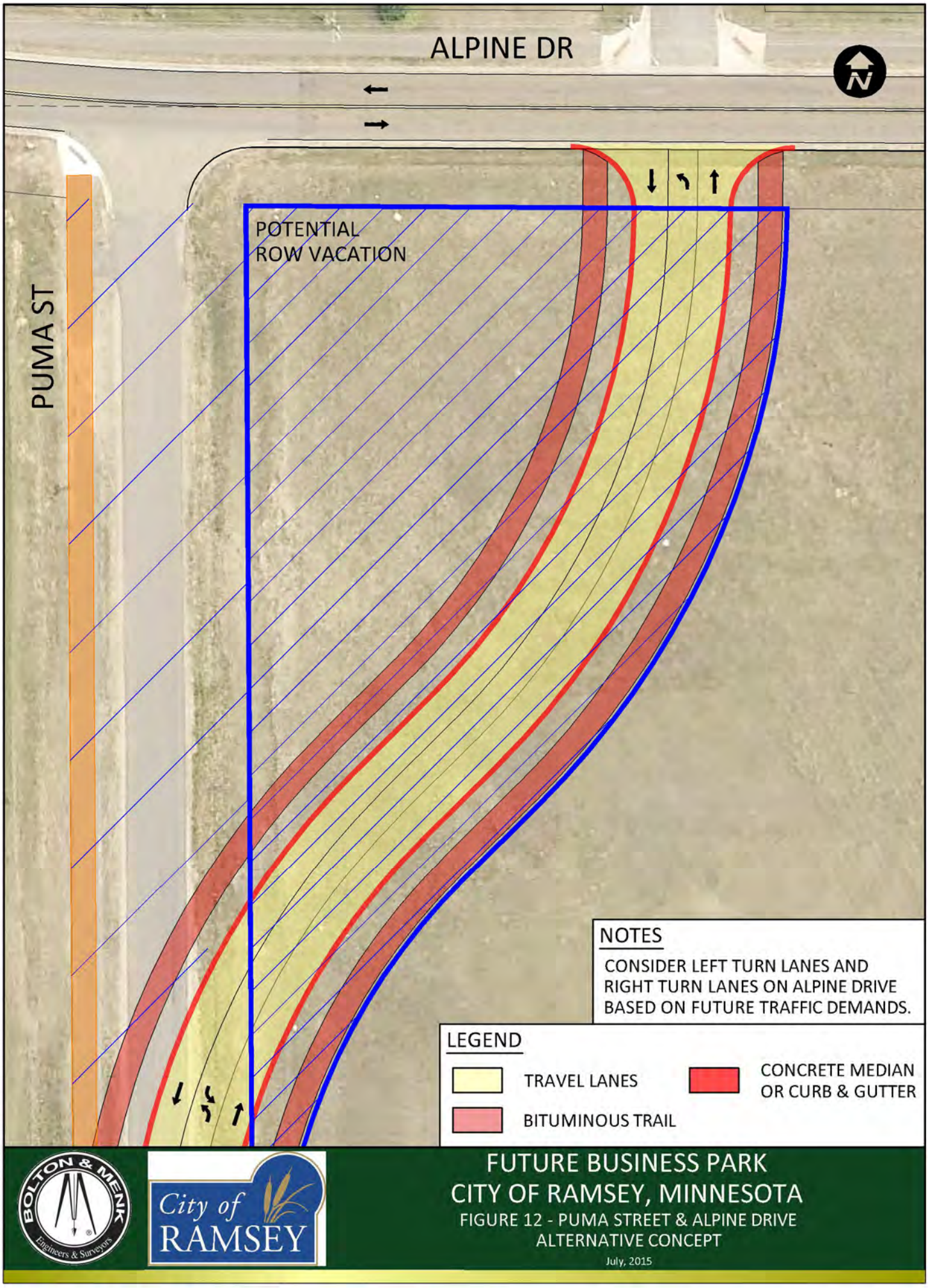
Councilmember Menth
Councilmember Kuzma
Councilmember Heinrich
Councilmember Musgrove
Councilmember Specht
Councilmember Riley
Mayor LeTourneau

Attachments

Layout and Site Location
Right of Way Vacation
Drainage and Utility Easement Vacation
Ordinance #20-14
Resolution #20-133

Form Review

Inbox	Reviewed By	Date
Tim Gladhill	Tim Gladhill	06/17/2020 06:38 PM
Tim Gladhill	Tim Gladhill	06/18/2020 09:28 AM
Kurt Ulrich	Kurt Ulrich	06/18/2020 09:44 AM
Form Started By: Chloe McGuire Brigl		Started On: 06/10/2020 12:26 PM
Final Approval Date: 06/18/2020		



BOLTON & MENK
Engineers & Surveyors

City of RAMSEY

FUTURE BUSINESS PARK
CITY OF RAMSEY, MINNESOTA

FIGURE 12 - PUMA STREET & ALPINE DRIVE
ALTERNATIVE CONCEPT

July, 2015

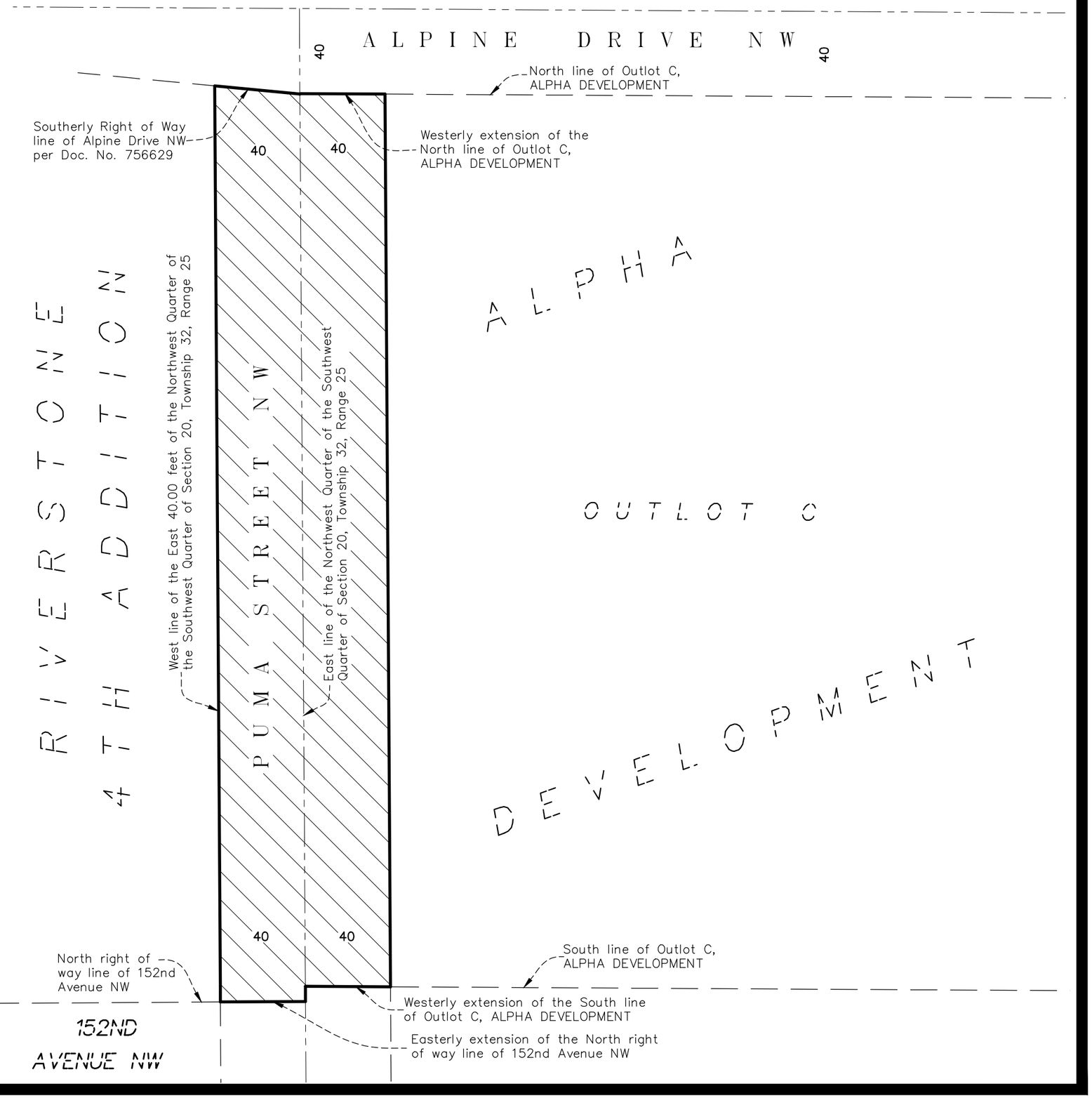
RIGHT OF WAY VACATION DESCRIPTION SKETCH

PUMA STREET NORTHWEST VACATION DESCRIPTION:

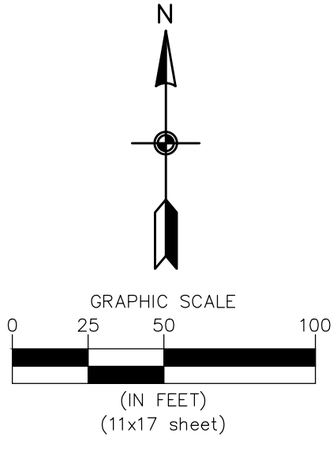
That part of Puma Street NW, as created and dedicated in the plat of ALPHA DEVELOPMENT, according to the recorded plat thereof, Anoka County, Minnesota, lying southerly of the westerly extension of the North line of Outlot C, said plat, and lying northerly of the westerly extension of the South line of said Outlot C.

AND

That part of the East 40.00 feet of the Northwest Quarter of the Southwest Quarter of Section 20, Township 32, Range 25, Anoka County, Minnesota, lying southerly of the southerly right of way line of Alpine Drive NW per Doc. No. 756629 and lying northerly of the easterly extension of the the North right of way line of 152nd Avenue NW, as created and dedicated in the plat of RIVERSTONE 4TH ADDITION.



Puma Street NW Vacation Area

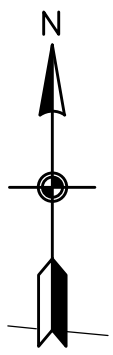


Carlson McCain
ENVIRONMENTAL ◦ ENGINEERING ◦ SURVEYING
3890 Pheasant Ridge Drive NE,
Suite 100, Blaine, MN 55449
Phone: 763-489-7900 Fax: 763-489-7959

1308

Save Date: 04/28/20 f:\jobs\6421 - 6440\6435-04 - alpha development replat\cad c3d\survey\6435-04_row vac sketch.dwg

Drainage and Utility Easement Vacation Description Sketch



WHISPERING PINES ESTATES

80

ALPINE DRIVE NW

80

ADDITION

RIVERSTONE 4TH

80

PUMA STREET NW

80

152ND AVENUE NW

10

10

10

ALPHA

OUTLOT C

DEVELOPMENT

DRAINAGE AND UTILITY EASEMENT VACATION DESCRIPTION:

All of the drainage and utility easements lying over, under, and across Outlot C, as created and dedicated in the plat of ALPHA DEVELOPMENT, Anoka County, Minnesota.

Carlson McCain

ENVIRONMENTAL ◦ ENGINEERING ◦ SURVEYING

3890 Pheasant Ridge Drive NE,
Suite 100, Blaine, MN 55449
Phone: 763-489-7900 Fax: 763-489-7959

Drainage and Utility Easement Vacation Area

GRAPHIC SCALE

0 30 60 120

(IN FEET)
(11x17 sheet)

1308 6435–04_du vacation sketch

Save Date: 04/28/20 | f:\jobs\6421 - 6440\6435-04 - alpha development replat\cad c3d\survey\6435-04_du vacation sketch.dwg

ORDINANCE #20-14

CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA

AN ORDINANCE VACATING UNDERLYING DRAINAGE AND UTILITY EASEMENTS AND EXISTING RIGHT OF WAY RELATED TO PUMA STREET REALIGNMENT PROJECT

SECTION 1. AUTHORITY

This ordinance is adopted pursuant to and under the authority of the Home Rule Charter of the City of Ramsey, Section 12.6 and Minnesota Statutes 412.851.

SECTION 2. VACATION

The following described right of way, as indicated in Exhibit A attached, are hereby vacated, to-wit:

> That part of Puma Street NW, as created an dedicated in the plat of Alpha Development, according to the recorded plat thereof, Anoka County, Minnesota, lying southerly of the westerly extension of the North line of Outlot C, said plat, and lying northerly of the westerly extension of the South line of said Outlot C
>
> and
>
> That part of the East 40.00 feet of the Northwest Quarter of the Southwest Quarter of Section 20, Township 32, Range 25, Anoka County, Minnesota, lying southerly of the southerly right of way line of Alpine Drive NW per Doc. No 756629 and lying northerly of the easterly extension of the North right of way line of 152nd Avenue NW, as created and dedicated in the plat of Riverstone 4th Addition.

The following described drainage and utility easements, as indicated in Exhibit B attached, are hereby vacated, to-wit:

> All of the drainage and utility easements, lying over, under, and across, Outlot C, as created and dedicated in the plat of Alpha Development, Anoka County, Minnesota.

SECTION 3. EFFECTIVE DATE

This ordinance becomes effective 30 days after its passage and publication, subject to City Charter Section 5.04.

PASSED by the City Council of the City of Ramsey, Minnesota the _____ of June, 2020.

_____
Mayor

ATTEST:

_____
City Clerk

Introduction date: June 9, 2020
Posting dates:
Adoption date: June 23, 2020
Publication date:
Effective date:

Exhibit A

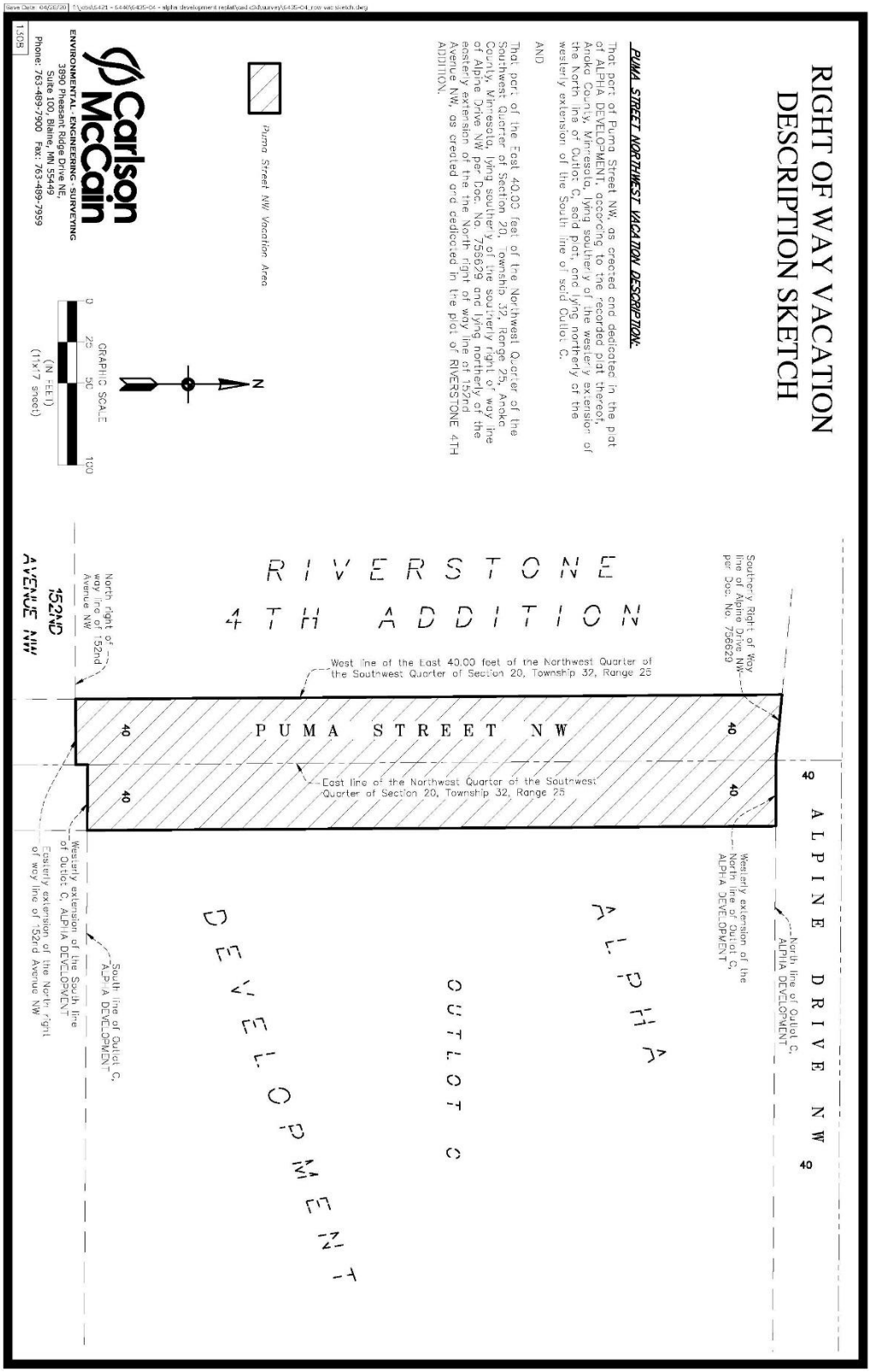
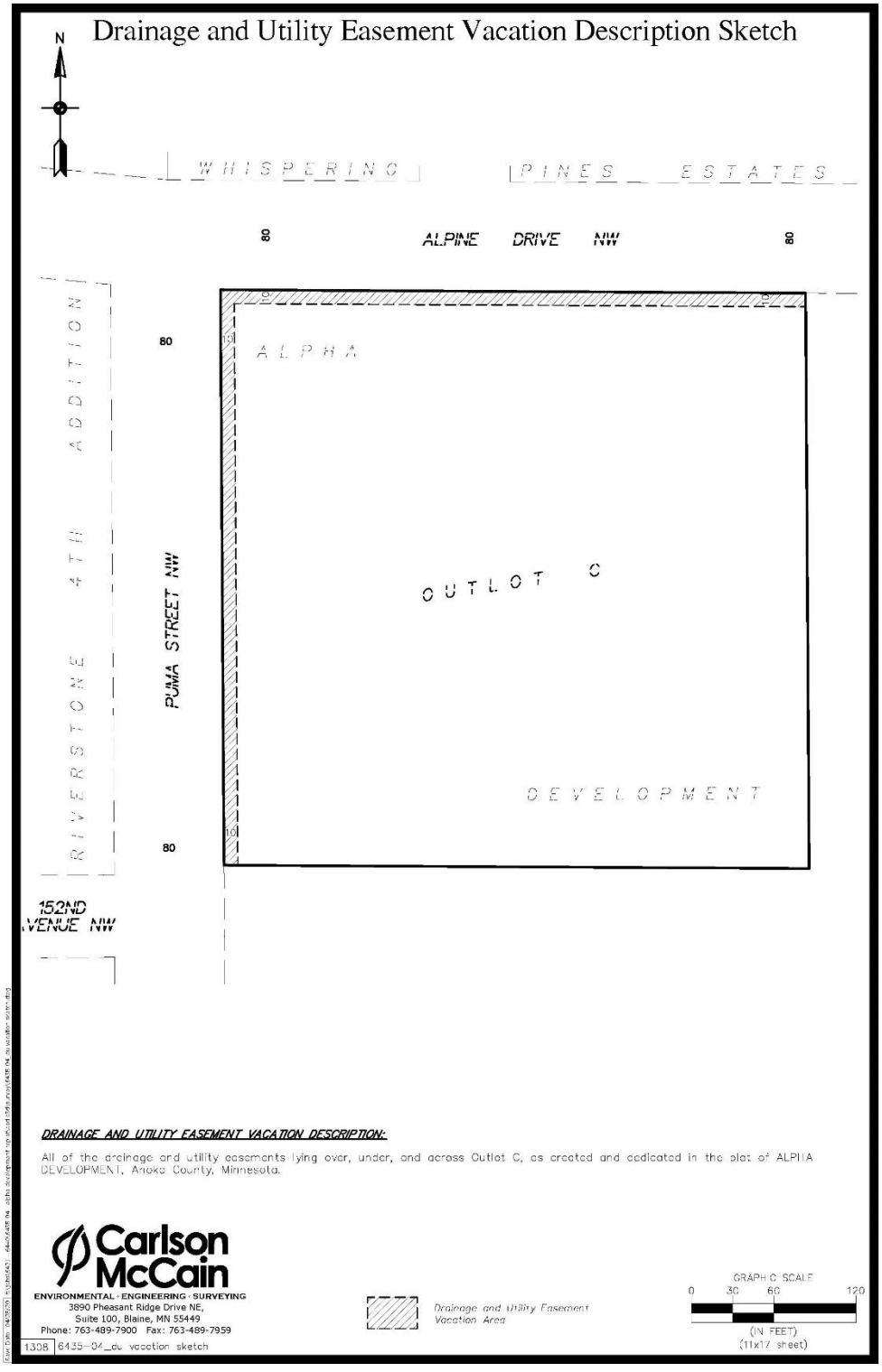

RIGHT OF WAY VACATION
DESCRIPTION SKETCH
PUMA STREET NORTHWEST VACATION DESCRIPTION:
That part of Puma Street NW, as created and dedicated in the plat of ALPHA DEVELOPMENT, according to the recorded plat thereof, Anoka County, Minnesota, lying southerly of the westerly extension of the North line of Outlot C, said plat, and lying northerly of the westerly extension of the South line of said Outlot C.
AND
That part of the East 40.00 feet of the Northwest Quarter of the Southwest Quarter of Section 20, Township 32, Range 25, Anoka County, Minnesota, lying southerly of the southerly right of way line of Alpine Drive NW per Doc. No. 756629 and lying northerly of the easterly extension of the North right of way line of 152nd Avenue NW, as created and dedicated in the plat of RIVERSTONE 4TH ADDITION.
Puma Street NW Vacation Area
Carlson McCain
ENVIRONMENTAL ENGINEERING SURVEYING
3890 Pheasant Ridge Drive NE
Suite 100, Blaine, MN 55449
Phone: 763-489-7900 Fax: 763-489-7959
GRAPHIC SCALE
(IN FEET)
(11X17 sheet)
RIVERSTONE
4TH ADDITION
ALPINE DRIVE NW
Southerly Right of Way line of Alpine Drive NW per Doc. No. 756629
North line of Outlot C, ALPHA DEVELOPMENT
Westerly extension of the North line of Outlot C, ALPHA DEVELOPMENT
ALPHA DEVELOPMENT
OUTLOT C
West line of the East 40.00 feet of the Northwest Quarter of the Southwest Quarter of Section 20, Township 32, Range 25
PUMA STREET NW
East line of the Northwest Quarter of the Southwest Quarter of Section 20, Township 32, Range 25
North right of way line of 152nd Avenue NW
152ND AVENUE NW
Westerly extension of the South line of Outlot C, ALPHA DEVELOPMENT
Easterly extension of the North right of way line of 152nd Avenue NW
South line of Outlot C, ALPHA DEVELOPMENT
40

Exhibit B


Drainage and Utility Easement Vacation Description Sketch
N
WHISPERING
PINES
ESTATES
80
ALPINE DRIVE NW
80
RIVERSTONE 4TH ADDITION
80
ALPHA
PUMA STREET NW
OUTLOT C
DEVELOPMENT
80
152ND AVENUE NW
DRAINAGE AND UTILITY EASEMENT VACATION DESCRIPTION:
All of the drainage and utility easements lying over, under, and across Outlot C, as created and dedicated in the plat of ALPHA DEVELOPMENT, Anoka County, Minnesota.
Carlson McCain
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Phone: 763-489-7900 Fax: 763-489-7959
1308 6435-04_du vacation sketch
Drainage and Utility Easement Vacation Area
GRAPHIC SCALE
0 30 60 120
(IN FEET)
(11x17 sheet)

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

CITY COUNCIL RESOLUTION #20-133

RESOLUTION AUTHORIZING THE SALE OF CITY OWNED PROPERTY TO RIVERSTONE DEVELOPMENT LLC

WHEREAS, the City of Ramsey, herein referred to as the "City," owns various parcels throughout the City of Ramsey; and

WHEREAS, the City received and entered into a formal purchase agreement for the sale of the parcel described as:

39,249 sf of existing right-of-way located on Puma Street, just South of Alpine Drive, and 43,592 sf of land located on OUTLOT C, ALPHA DEVELOPMENT PLAT (20-32-25-31-0003). Total estimated site of 1.90 acres or 82,841 square feet.

("the Property"), on July 25, 2017, with Riverstone Development, LLC a Minnesota limited liability company (the "Purchase Agreement"); and

WHEREAS, the City received and entered into Purchase Agreement Amendment 1 to extend the Closing to on or before July 15, 2020, on August 23, 2018, with Riverstone Development, LLC a Minnesota limited liability company (the "Amendment"); and

WHEREAS, the City and Riverstone Development, LLC agreed to a purchase price of $25,000 per acre; and

WHEREAS, On March 10, 2015 the City Council Adopted Ordinance 15-05 which declared the Property to be surplus City-owned land that is no longer needed for current or future City functions, and authorizes the property to be sold; and

WHEREAS, the Property has now been platted as Outlot A, Alpha Development 2nd Addition (A portion of 20-32-25-31-0003) and is 1.09 acres or 47,441 square feet in size.

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

1) That the City hereby declares the Property to be surplus City-owned land, and authorizes the property to be sold.

2) That the City hereby authorizes the sale of Outlot A, Alpha Development 2nd Addition to Riverstone Development, LLC, for $27,250.

3) That the City hereby authorizes the City Administrator and Mayor to sign any and all documents necessary to close on the sale of the Property, consistent with Charter and State law requirements.

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 23th day of June 2020.

_____
Mayor

ATTEST:

_____
City Clerk

CC Regular Session **7. 5.**

Meeting Date: 06/23/2020

By: Bruce Westby, Engineering/Public Works

Information

Title:

Adopt Resolution #20-130 Accepting Bids and Awarding Contract for Puma Street Improvements, Improvement Project #20-04.

Purpose/Background:

Purpose:

The purpose of this case is to adopt Resolution #20-130 accepting bids and awarding a construction Contract for Puma Street Improvements, Improvement Project #20-04.

Background:

Existing Infrastructure

The improvements proposed with this project are the last in a series of improvement projects providing street, trail and trunk utility improvements to serve numerous commercial and residential developments in the general area.

In 2006, Bunker Lake Boulevard was improved west of Armstrong Boulevard. The easterly 2,650 feet or so was constructed with trunk 18-inch polyvinyl chloride (PVC) sanitary sewer and 16-inch ductile iron pipe (DIP) watermain under a permanent bituminous pavement section. The westerly 1,400 feet or so of Bunker Lake Boulevard to Puma Street, as well as all of Puma Street between Bunker Lake Boulevard and Alpine Drive, was constructed without trunk utilities and only a temporary pavement section generally consisting of 3 inches of aggregate base under 2 inches of bituminous pavement. Based on future demand, trunk utilities were ultimately proposed to be extended to and along Puma Street, after which the temporary pavement sections would be replaced with permanent pavement sections.

In the fall of 2017, approximately 1,400 linear feet of municipal trunk utility extension improvements were constructed along the west end of Bunker Lake Boulevard to Puma Street. These trunk utilities were required to serve portions of the new Riverstone residential development west of Puma Street, as well as a portion of the new Bunker Lake Industrial Park development south of Bunker Lake Boulevard.

In late 2017 through early 2018, trunk utility improvements were extended along Puma Street, north of Bunker Lake Boulevard. These utility improvements were required to serve a majority of the Riverstone residential development, future commercial and residential development east of Puma Street, plus some undeveloped land in the Northfork development, west of the Riverstone development. These development areas are all designated as municipal urban service areas (MUSA) thereby requiring service by City sewer and water.

In the summer/fall of 2018, permanent street and trail improvements were constructed on the sections of Bunker Lake Boulevard and Puma Street where trunk utility improvements were constructed.

Proposed Improvements

The proposed Puma Street Improvements are being driven by two proposed residential developments, one on each side of Puma Street south of Alpine Drive, including Alpha Development by AKM Farm/Paxmar on the east side of Puma Street, and Riverstone 4th Addition by Capstone Homes on the west side. Exhibits showing the location and scope of each development are attached to this case.

This spring Capstone Homes began development of Riverstone 4th Addition located on the north half of the

Riverstone residential development, west of Puma Street. Currently there are no plans to begin construction of the Alpha/AKM Farms development, east of Puma Street.

Streets and Trails
Approximately 1,000 feet of Puma Street and the adjacent regional trail south of Alpine Drive must be realigned and reconstructed to replace the existing temporary street section with a permanent street section including bituminous pavement, concrete curb and gutter, storm sewer, and associated appurtenant improvements. Municipal trunk utilities must also be extended to support continued development.

The proposed street, storm sewer and trail improvements meet all applicable State Aid standards including curb and gutter design, pavement structural capacity, horizontal and vertical curves, lane and shoulder widths, and clear zones. Puma Street will meet a 9-ton all-weather pavement design following construction. The required State Aid approvals have been received allowing for award of a construction Contract.

Trunk Watermain
Trunk 16-inch DIP watermain is proposed to be extended to the north to serve the Riverstone 4th Addition and the Alpha/AKM Farms development with water, and to provide a looped watermain system along Puma Street and Alpine Drive to more reliably serve properties in the immediate area, provide better fire flows, and provide better water quality by removing a dead end. Alpine Drive is scheduled to be reconstructed in 2025 per the City's current Capital Improvement Program (CIP), at which time trunk watermain will be extended along Alpine Drive to connect the existing trunk watermain running parallel to Armstrong Boulevard to the watermain installed under Puma Street with this project.

Trunk Sanitary Sewer
Trunk 8-inch PVC sanitary sewer is proposed to be extended to the north to serve the Riverstone 4th Addition and the Alpha/AKM Farms development with sanitary sewer. The sewer is not designed to serve properties north of Alpine Drive with municipal sewer. Those properties can be served, if needed, from a future trunk sewer line along Armstrong Boulevard.

Storm Sewer
The proposed Puma Street improvements include construction of a permanent urban street section with concrete curb and gutter and storm sewer improvements, including connections to an adjacent stormwater pond in the Riverstone development.

Notification:

Advertisements for bids were published in both the City's official newspaper, the Anoka Union Herald, and in Finance and Commerce, on Friday, May 29th, and Friday, June 5th.

Observations/Alternatives:

Observations:
Bid Addendum #1 was issued to allow the northerly sanitary sewer manhole to be lowered approximately one-foot to ensure adequate depth will exist to serve the Alpha/AKM Farms development with sanitary sewer upon development.

Since this segment of Puma Street is being realigned it must be closed for a period of time. However, all properties will remain accessible from the south and detour signing will be provided. Access for emergency services will be maintained throughout construction.

Project schedule
June 23 – Accept Bids / Award Contract
Early July – Begin construction
September 25 – Substantial completion (fully open to traffic)
October 16 – Final completion

As with all public improvement projects completed in the City of Ramsey, a project web page will be maintained on the City web site throughout construction.

The proposed improvements should have a serviceable life of 60 years, assuming that proactive maintenance operations are performed on a regular basis during the life of the improvements.

Alternatives:
(This section was updated June 19th after opening bids.)
Alternative #1 – Motion to adopt Resolution #20-130 accepting bids and awarding a construction Contract to Douglas-Kerr Underground, L.L.C. from Mora, MN in the amount of $622,062.11 for Puma Street Improvements, Improvement Project #20-04.

Alternative #2 – Motion to deny adoption of Resolution #20-130 at this time.

Funding Source:

(This section was updated June 19th after opening bids.)
On June 19, 2020, a total of twelve bids were received, opened, and tabulated, and the following bids were found to comply with the advertisement for bids.

CONTRACTOR	**TOTAL BID**
Douglas-Kerr Underground, L.L.C.	$622,062.11
RL Larson Excavating Inc.	$622,331.01
North Pine Aggregate, Inc.	$642,343.50
Northern Lines Contracting	$649,157.90
Ryan Contracting Co.	$667,847.00
Kuechle Underground Inc.	$693,849.10
New Look Contracting, Inc.	$712,047.00
Meyer Contracting Inc.	$723,640.20
Northwest	$737,744.31
Geislinger & Sons	$741,925.50
Park Construction Company	$745,488.60
Peterson Companies	$750,997.15
Engineer's Estimate	*$813,760.00*

The bid of Douglas-Kerr Underground, L.L.C. of Mora, Minnesota, in the amount of $622,062.11 for the total bid for construction of said improvements in accordance with the approved plans and specifications and advertisement for bids, is the lowest responsible bidder. Adding indirect costs in the amount of 25-percent for administrative, engineering, finance and legal costs brings the total project costs to $777,577.64.

The low bid is 30.8% less than the engineer's estimate, primarily due to lower than estimated mobilization and dewatering bid prices.

An engineering services proposal was previously secured from Bolton & Menk on March 17, 2020, which included a not-to-exceed fee of $8,930 for construction administration and staking. A copy of this proposal is attached. Since these services cannot be provided in-house they must be contracted out, and since Bolton & Menk is the design engineer they are best equipped to stake construction and assist with construction administration.

<u>Project Funding</u>
Based on previous direction, project costs are proposed to be funded in part by the City, in part by Capstone Homes, and in part by AKM Farms/Paxmar. The proposed cost contributions are outlined in the attached cost share model. The City is proposed to contribute to the costs since the City owns 4 acres of real property fronting Puma Street, and since Puma Street is a collector street on our Municipal State Aid System.

As previously discussed, Capstone Homes requested that the City assess them for the share of project costs benefitting their property. Conversely, AKM Farm/Paxmar does not support an assessment at this time. As such, the Chapter 429 assessment process will continue to be followed, which will require a final assessment hearing on October 13, 2020.

Several funding sources are available to pay for the City's share of street and trail project costs including the Public Improvement Revolving (PIR) fund, the Anoka County Redevelopment Authority (ACHRA), and Municipal State Aid (MSA) funds. All project costs required to extend trunk utilities along Puma Street are proposed to be paid through City sewer and water funds. The developer's share of these costs will be recovered through trunk fees at the time of development.

City staff will inspect construction and assist with project administration.

Recommendation:

Staff recommends alternative #1 to support current and continued development in the area.

Attached is a bid award recommendation letter from project engineer Bolton & Menk, Inc.

Action:

(This section was updated June 19th after opening bids.)

Motion to adopt Resolution #20-130 accepting bids and awarding a construction Contract to Douglas-Kerr Underground, L.L.C. from Mora, MN in the amount of $622,062.11 for Puma Street Improvements, Improvement Project #20-04.

A roll call vote is required. Approval requires a four-fifths majority vote of all members of the Council.

Attachments

Riverstone Cover Sheet
AKM Farms Concept Plan
BMI Proposal 031720
Resolution 20-130
Assessment Amounts
BMI Bid Award Ltr

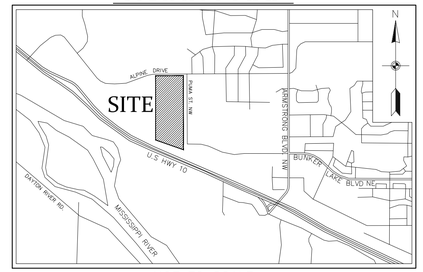
Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	06/18/2020 03:34 PM
Kurt Ulrich	Kathy Schmitz	06/19/2020 02:02 PM
Bruce Westby (Originator)	Bruce Westby	06/19/2020 02:20 PM
Bruce Westby (Originator)	Bruce Westby	06/19/2020 02:21 PM
Kurt Ulrich	Kathy Schmitz	06/19/2020 02:27 PM
Kurt Ulrich	Kathy Schmitz	06/19/2020 02:28 PM
Form Started By: Bruce Westby		Started On: 06/01/2020 03:40 PM
Final Approval Date: 06/19/2020		

RIVERSTONE

RAMSEY, MINNESOTA

VICINITY MAP



NOT TO SCALE

PUMA STREET N.W.
ALPINE DRIVE N.W.
152ND AVENUE NW
152ND COURT
OUTLOT A
OUTLOT B
OUTLOT C
OUTLOT D
OUTLOT E
OUTLOT F
OUTLOT G
OUTLOT H
151ST AVENUE NW
150TH LANE NW
152ND LANE NW
QUINTANA STREET NW
QUINTANA CIRCLE NW
149TH COURT
RABBIT STREET NW
149TH AVENUE NW
SNOWY OWL STREET NW
TIGER STREET NW
BUNKER LAKE BLVD.
BURLINGTON NORTHERN INC.
US HIGHWAY NO. 10 & 169

SHEET INDEX

1. COVER
2. EXISTING CONDITIONS
3. PRELIMINARY PLAT INDEX
4–7. PRELIMINARY PLAT
8. PRELIMINARY SITE & UTILITY PLAN
9. GRADING INDEX
10–13. PRELIMINARY GRADING & EROSION CONTROL PLANS
14–15. DETAILS
16. RETAINING WALL PROFILES
L1–L5. LANDSCAPE PLANS

BENCHMARK

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

0 50 100 200
(IN FEET)

CALL BEFORE YOU DIG

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

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

Carlson McCain
• environmental
• engineering
• surveying

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

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

Print Name: Brian J. Krystofiak, P.E.
Signature:
Date: 3/08/17 License #: 25063

Drawn: ADB
Designed: BJK
Date: 3/08/17

Revisions:
1. 5/24/17 Per City Comments
2. 6/23/17 Per City Comments
3. 4/13/18 Revise Street names, B12L15-28 & B13L1-13 & add NE Trail
4. 6/13/18 Per City Comments
5. 12/4/19 Revise Layout Per Owner

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

RIVERSTONE
Ramsey, MN

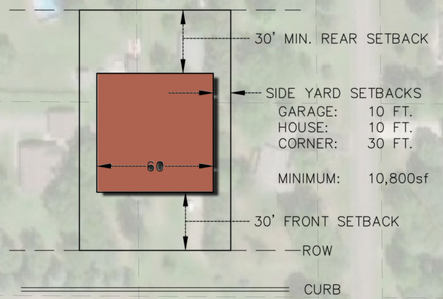
COVER SHEET

Save Date: 12/05/19 F:\jobs\6421 - 6440\6435 - ramsey site\cad c3d\engineering\preliminary\6435_cover.dwg

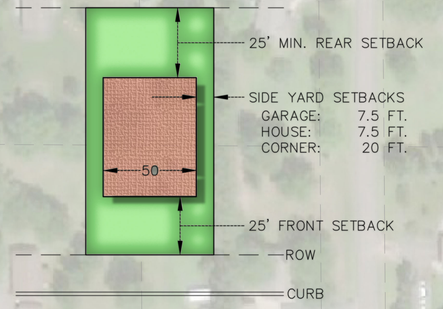
North Fork Meadows

PAXMAR©

80' SINGLE FAMILY - R1



65' SINGLE FAMILY - R2

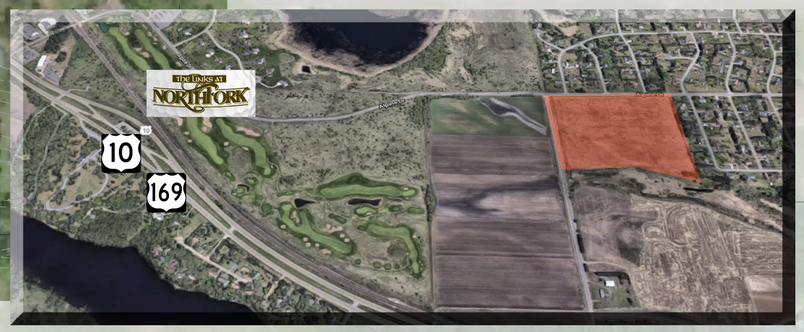


NOTES

1) Subject property address – Southeast quadrant of Puma Street & Alpine Drive NW, Ramsey, MN 55303.

SITE DATA

TOTAL BOUNDARY AREA	±33.5 AC.
TOTAL NUMBER OF LOTS	89
65 FT. LOTS	48
80 FT. LOTS	41
NET DENSITY (EXCLUDES ROW AND WETLAND)	3.34 LOTS/AC



Carlson McCain
ENVIRONMENTAL · ENGINEERING · SURVEYING

BOLTON & MENK
Real People. Real Solutions.

7533 Sunwood Drive NW
Suite 206
Ramsey, MN 55303-5119

Ph: (763) 433-2851
Fax: (763) 427-0833
Bolton-Menk.com

March 17, 2020

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

RE: Proposal for Engineering Services
Puma Street Improvement Project (City Improvement Project #20-04)

Dear Mr. Westby:

We appreciate the opportunity to present this scope of services for the Puma Street Improvement project. Our scope and fees were prepared based on our understanding of the project and our previous experience in delivering State Aid projects.

The following proposal is based on our December 13, 2019 discussion related to the project, your 02/25/2020 email update, as well as the Future Business Park study and the recently constructed Bunker Lake Boulevard and Puma Street Improvements project.

SCOPE

The improvements will be generally as described in our December 3, 2015 report for the Future Business Park. The phasing will be as generally described in our March 2017 Update Report. The improvements will consist of the following items as presented in the above reports, depicted on the attached figures, and as constructed in 2018:

- Puma Street construction will include the Phase 2 area identified in the Business Park Study Update, which includes street and utility improvements from the Puma Street lift station to Alpine Drive.
- A 10-foot bituminous trail will be constructed along the west side of Puma Street.
- 10-inch sanitary sewer and 16-inch watermain will extend the entire length of the project.
- The Alpine Drive and Puma Street intersection will be relocated to line up with Okapi Street NW.

Project scope assumptions used in creating this fee proposal include the following:

- A full topographic survey was previously completed. Only verification survey is required.
- The Developer will design the storm pond and provide an easement to the City. We will coordinate discharge of the street stormwater into this pond.
- No additional turn lanes will be added to Alpine Drive at this time. Additional development and traffic may warrant turn lanes in the future.
- The Right-of-Way plat for the road realignment will be provided by the City.
- State Aid formatted plans, including plan review checklist and spread calculations are required.

- Street lighting will be completed separately by the City.
- Geotechnical borings will extend 5-feet below the anticipated sanitary sewer depth.
- The anticipated plan set will include the following 34 sheets:
    - Title (1 sheet)
    - Legend (1 sheet)
    - Details & MnDOT Standard Plan Sheets (10 sheets)
    - Tables & SEQ (3 sheets)
    - Existing Conditions & Removals (1 sheet)
    - Erosion Control Plan & SWPPP (5 sheets)
    - Traffic Control Plan (1 sheet)
    - Sanitary Sewer & Water Plan & Profiles (2 sheets)
    - Street & Storm Sewer Plan & Profiles (2 sheets)
    - Storm Sewer Leads (1 sheet)
    - Intersection Detail (1 sheet)
    - Signage & Striping (1 sheet)
    - Cross-Sections (5 sheets)

Project costs associated with the improvements described above are estimated at approximately $990,000, which includes a 10 percent construction contingency. We will create a detailed engineer's estimate based on actual design quantities.

SCHEDULE

The proposed schedule for these improvements is as follows:

Task	Date
Council Conducts Public Hearing / Orders Plans and Specifications	March 24, 2020
Council Approves Plans and Specifications / Orders Ads for Bids	May 26, 2020
Bids Advertised	May 29 & June 5, 2020
Staff Receives Bids	June 19, 2020
Council Accepts Bids / Awards Contract	June 23, 2020
Contractor Begins Construction	July 6, 2020
Council Orders Assessment Roll/Hearing	September 8, 2020
Construction Substantially Complete	September 25, 2020
Council Conducts Assessment Hearing	October 13, 2020

PERMITTING AND APPROVALS

The work associated with the roadway improvements will require the following permits:

- State Aid Approvals
- Lower Rum River Watershed Management Organization (Stormwater and Erosion Control)
- MPCA (NPDES – Construction Stormwater General Permit)
- MPCA (Sanitary Sewer Extension Permit)
- MDH (Watermain Installation Permit)

FEES

We have attached a fee spreadsheet depicting hours, rates, and total compensation on a per task basis. We are proposing to enlist Northern Technologies for geotechnical services.

Our proposed fees for the work are as follows:

Design Task	**Fees**
Design, Permitting, and Bidding	$ 47,625
Geotechnical Evaluation (NTI)	$ 5,500
Total Not-to-Exceed Fee	**$ 53,125**

Construction Task	**Fees**
Construction Staking & Administration	$ 8,930

If there are any questions related to the scope and/or fee portion of this submittal, please call me at (651) 968-7760.

Sincerely,

Bolton & Menk, Inc.

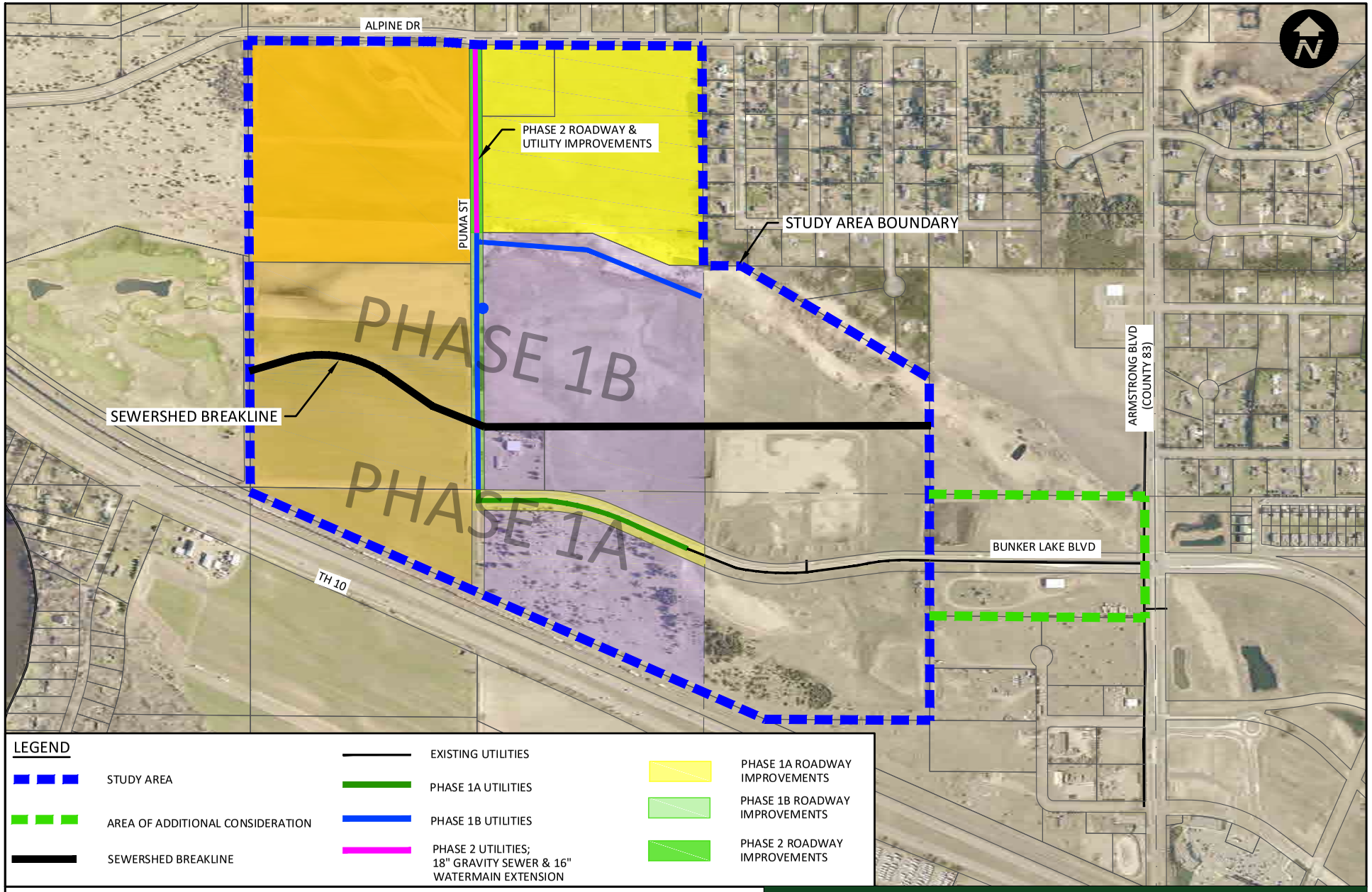
Kevin P. Kielb, P.E.
Project Manager

ATTACHMENTS:

- Detailed Fee Spreadsheet
- Improvements Exhibits

Fee Proposal

CLIENT: City of Ramsey PROJECT: Puma Street Improvements	BOLTON & MENK, INC.						
WORK TASK DESCRIPTION	**Project Manager**	**Senior Designer**	**Designer**	**Surveyor**	**Clerical**	**Total Hours**	**Cost**
Topographic Survey, Final Design and Construction Staking							
1.0 Roadway Design (Includes Topo and State Aid Plan Developement)	4	45	98	10	2	**159**	$19,265
2.0 Trunk Utility Design (Sanitary Sewer and Water)	2	8	34	0	0	**44**	$5,220
4.0 Storm Water Management and Storm Sewer Design	2	24	36	0	0	**62**	$7,760
5.0 Reviews and Approvals	2	8	16	0	2	**28**	$3,410
6.0 Permitting	2	24	40	0	2	**68**	$8,370
7.0 Bidding Services (Questions & Addenda)	4	12	8	0	4	**28**	$3,600
Subtotal Bolton & Menk	**16**	**121**	**232**	**10**	**10**	**389**	$47,625
					SUBCONSULTANT - Northern Technologies		$5,500
					TOTAL for Design through Bidding		**$53,125**
Construction Services							
1.0 Construction Administration (Shop Drawings, Pay Requests, As Builts)	4	16	12	0	2	**34**	$4,450
2.0 Construction Staking	0	4	2	32	0	**38**	$4,480



BOLTON & MENK

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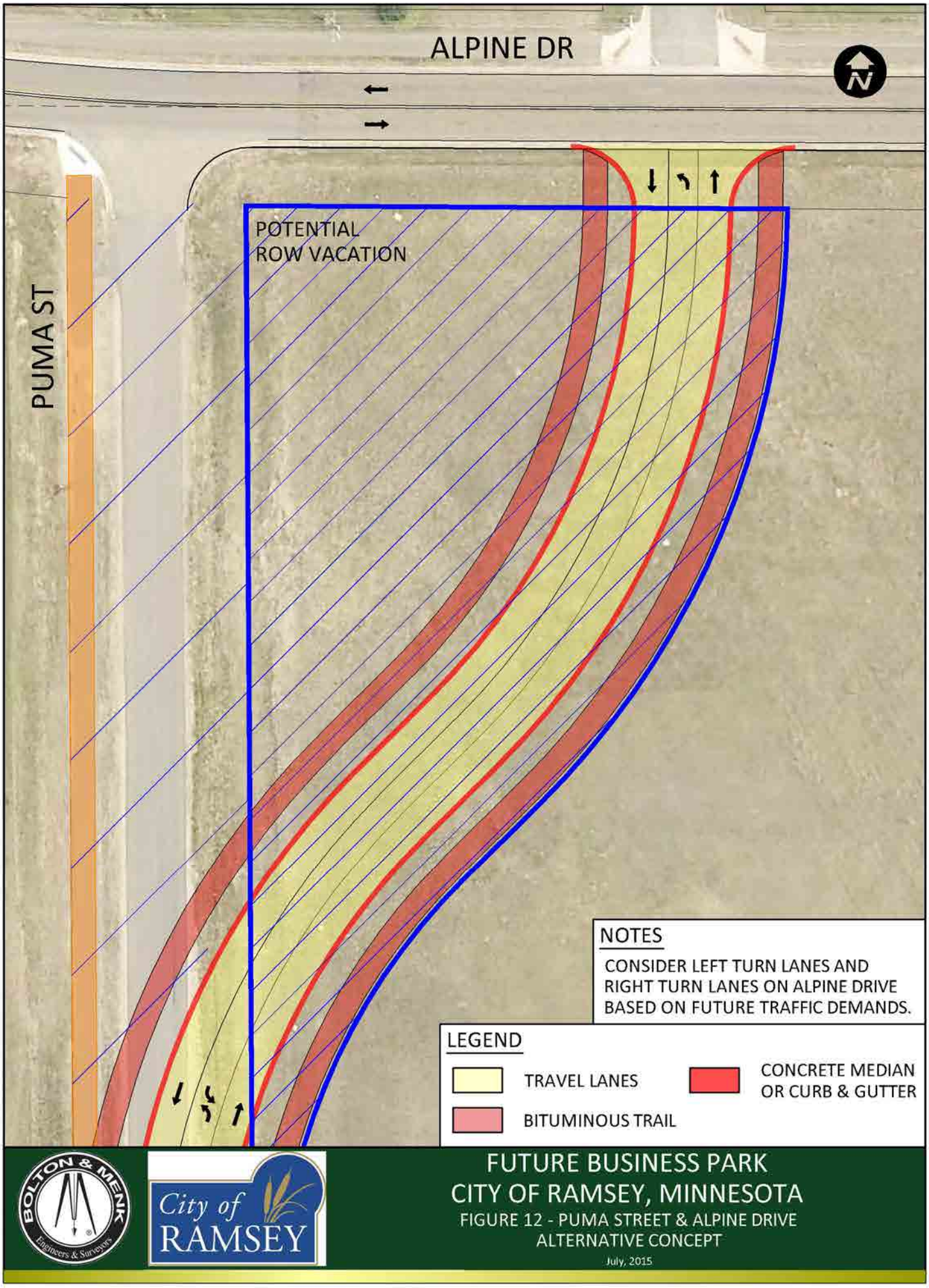
Phone: (763) 433-2851
Email: Ramsey@bolton-menk.com
www.bolton-menk.com

City of RAMSEY

FUTURE BUSINESS PARK
FEBRUARY 2017 UPDATE
CITY OF RAMSEY, MINNESOTA
PHASE 2 IMPROVEMENTS

FIGURE 6

© Bolton & Menk, Inc. 2017, All Rights Reserved
H:\RAMS\R16109828\CAD\C3D\109828New Land Use.dwg 3/6/2017 11:36 AM



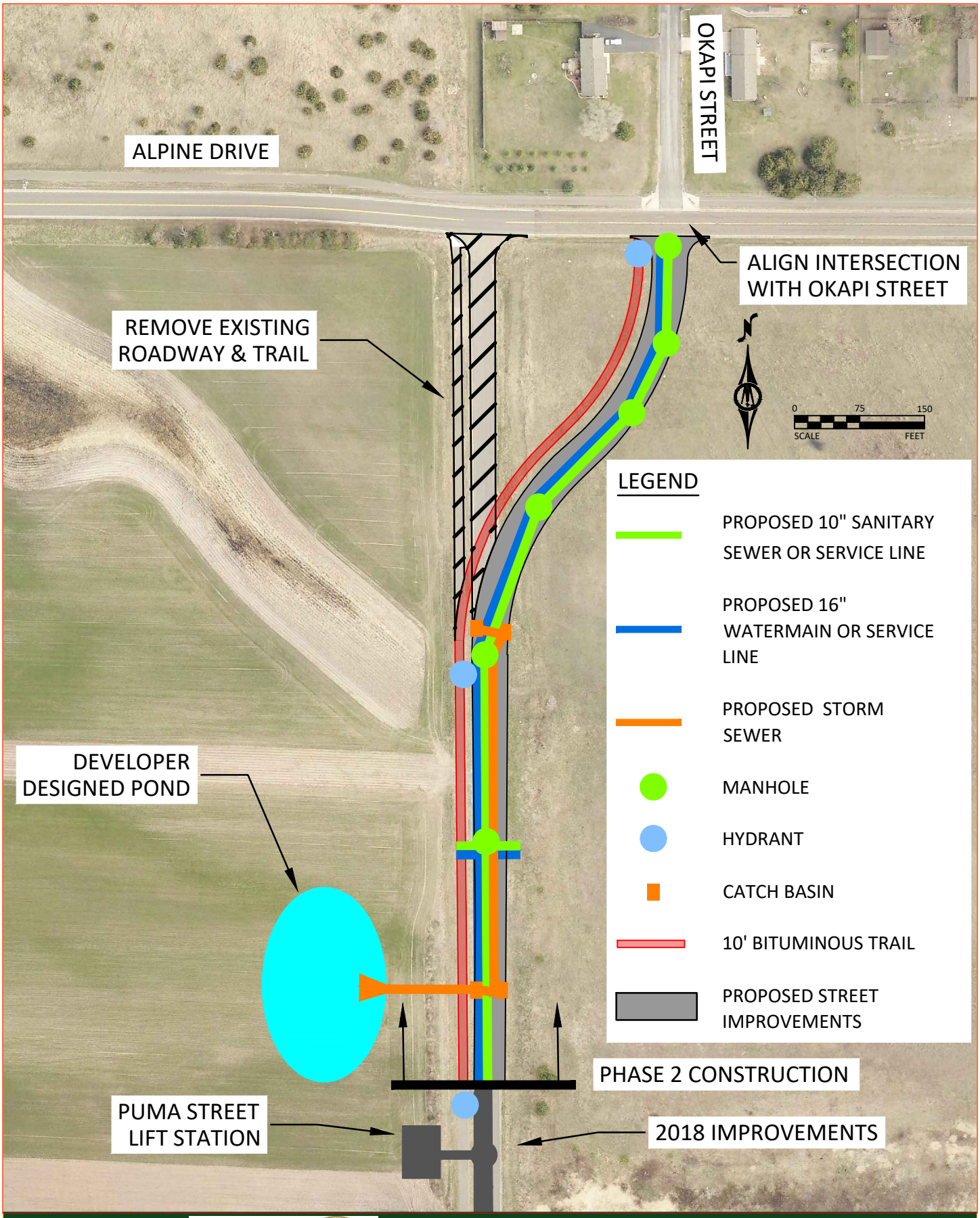
BOLTON & MENK
Engineers & Surveyors

City of RAMSEY

FUTURE BUSINESS PARK
CITY OF RAMSEY, MINNESOTA

FIGURE 12 - PUMA STREET & ALPINE DRIVE
ALTERNATIVE CONCEPT

July, 2015



City of RAMSEY

PUMA STREET IMPROVEMENTS
CITY OF RAMSEY, MINNESOTA

FIGURE 1

DECEMBER 2019

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

RESOLUTION #20-130

RESOLUTION ACCEPTING BIDS AND AWARDING CONTRACT FOR PUMA STREET IMPROVEMENTS, IMPROVEMENT PROJECT #20-04

WHEREAS, pursuant to Ramsey City Council Resolution #20-015, adopted February 24, 2020, the City Engineer was instructed to prepare a Feasibility Report with reference to proposed street, trail, and trunk utility improvements to approximately 1,050 feet of Puma Street between 150th Lane NW and Alpine Drive NW, and other appurtenant work, and a Public Hearing was ordered for March 10, 2020 at 7 p.m., where the City Council will consider the proposed improvements for said streets in accordance with the Feasibility Report; and

WHEREAS, pursuant to Ramsey City Council Resolution #20-043, adopted March 10, 2020, the Public Hearing was postponed to March 24, 2020, to allow sufficient time to mail notices to benefiting property owners and to publish notice twice in the City's official newspaper as required by law; 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 #20-043A, adopted March 24, 2020, 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, benefiting properties are proposed to be assessed for all or a portion of the cost of the improvements, pursuant to Minnesota Statutes Chapter 429, Chapter 8 of the City Charter, and the City's Special Assessments Policy; and

WHEREAS, pursuant to Ramsey City Council Resolution #20-106 adopted May 26, 2020, the City Council approved 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 May 29 and June 5, 2020; and

WHEREAS, twelve bids were received, opened, and tabulated on June 19, 2020, and the following bids were found to comply with the advertisement for bids; and

CONTRACTOR	TOTAL BID
Douglas-Kerr Underground, L.L.C.	$622,062.11
RL Larson Excavating Inc.	$622,331.01
North Pine Aggregate, Inc.	$642,343.50

Northern Lines Contracting	$649,157.90
Ryan Contracting Co.	$667,847.00
Kuechle Underground Inc.	$693,849.10
New Look Contracting, Inc.	$712,047.00
Meyer Contracting Inc.	$723,640.20
Northwest	$737,744.31
Geislinger & Sons	$741,925.50
Park Construction Company	$745,488.60
Peterson Companies	$750,997.15
Engineer's Estimate	*$813,760.00*

WHEREAS, the bid of Douglas-Kerr Underground, L.L.C. of Mora, Minnesota, in the amount of $622,062.11 for the total bid for construction of said improvements in accordance with the approved plans and specifications and advertisement for bids, is the lowest responsible bidder and their bid shall be and hereby is accepted.

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

1) The Mayor and City Administrator are hereby authorized and directed to enter into a contract with said bidder for the construction of said improvements for and on behalf of the City of Ramsey.

2) The City Administrator is hereby authorized and directed to return forthwith to all bidders the deposits made with their bids at such time that a contract has been executed.

3) The City Administrator is hereby authorized to execute the proposal from Bolton & Menk to provide construction administration and staking for said improvements in a total not-to-exceed amount of $8,930.

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 23rd day of June, 2020.

_____
Mayor

ATTEST:

_____
City Clerk

Puma Street Development Initiated Expansion and Safety Improvement Project (IP 20-04)

Assessment Amount	
Total Project Costs	$777,577.64
Trunk Utilities	-$211,687.66
Subtotal	*$565,889.98*
Municipal Contribution to Collector Road	-$166,000.00
Assessment Amount	**$399,889.98**

Based on a Council Directed Targed of 33.3% (1/3) of total project costs minus utilities.

Preliminary Assessment Roll			
Property/Party	**Net Acreage**	**Percentage**	**Assessment Amount**
Paxmar/AKM Farms (Outlot A, Alpha Development)	30.5	41.50%	$165,954.34
City (Outlot C, Alpha Development)	4.1	5.60%	$22,393.84
Capstone/Riverstone (Outlot H, Riverstone)	38.97	52.90%	$211,541.80
Total	**73.57**	**100.00%**	**$399,889.98**

Total City Contribution	
Assessment Amount as Real Property Owner	$22,393.84
Municipal Contribution to Collector Road	$166,000.00
Total	**$188,393.84**
Percentage of Total Project Minus Utilities	*33.29%*

Total Contribution by Party			
Property/Party	**Amount**	**Percentage**	
Paxmar/AKM Farms (Outlot A, Alpha Development)	$165,954.34	29.33%	
City (Outlot C, Alpha Development) + Municipal Contribution to Collector	$188,393.84	33.29%	*33.3% (1/3) was target*
Capstone/Riverstone (Outlot H, Riverstone)	$211,541.80	37.38%	
Total Project Costs minus Utilities	*$565,889.98*	*100.00%*	

PRELIMINARY
Based on bid prices only.
Final assessments to be based on final construction costs and approved by City Council October 13, 2020

BOLTON & MENK
Real People. Real Solutions.

7533 Sunwood Drive NW
Suite 206
Ramsey, MN 55303-5119

Ph: (763) 433-2851
Fax: (763) 427-0833
Bolton-Menk.com

M E M O R A N D U M

Date: **June 19, 2020**
To: **Bruce Westby, P.E., City Engineer**
From: **Kevin Kielb, P.E., Project Manager**
Subject: **Bid Results and Recommendation**
2020 Puma Street Improvements - SAP 199-109-007
City Project No: 20-04

Twelve bids were received for the 2020 Puma Street Improvements - SAP 199-109-007 (City Project #20-04). The bids were publicly opened and read aloud at 10:00 P.M. on June 19, 2020. The bids were then reviewed, tabulated and the final results are summarized below:

CONTRACTOR	TOTAL BID
Douglas-Kerr Underground, L.L.C.	$622,062.11
RL Larson Excavating Inc.	$622,331.01
North Pine Aggregate, Inc	$642,343.50
Northern Lines Contracting	$649,157.90
Ryan Contracting Co.	$667,847.00
Kuechle Underground Inc.	$693,849.10
New Look Contracting, Inc.	$712,047.00
Meyer Contracting Inc.	$723,640.20
Northwest	$737,744.31
Geislinger & Sons	$741,925.50
Park Construction Company	$745,488.60
Peterson Companies	$750,997.15

If the City of Ramsey decides to award the project to the low bidder, we recommend awarding the contract to Douglas-Kerr Underground, LLC in the amount of $622,062.11.

If you have any questions, please contact me at (651) 968-7760.

CC Regular Session **7. 6.**

Meeting Date: 06/23/2020

Submitted For: Tim Gladhill, Community Development

By: Eric Maass, Community Development

Information

Title:

Adopt Ordinance #20-06 Approving Zoning Amendment of Part of Subject Property from R-1 Residential (MUSA) District to R-1 Residential (Detached Villa). Case of Northfork Meadows.

Purpose/Background:

The purpose of this case is to consider a requested rezoning of a 30.5 acre parcel located generally east of Puma Street and South of Alpine Drive. The Applicant is seeking to rezone a portion of the property from the R-1 Residential (MUSA) District to the R-1 Residential (Detached Villas) District. As previously directed by the City Council as part of the 2040 Comprehensive Plan Update, generally speaking the eastern and southern portion of the property will remain within the R-1 Residential (MUSA) District for the purposes of developing lots which are a minimum of 80 feet wide and serve as density transitioning. The remainder of the property would be rezoned to the R-1 Residential (Detached Villas) District for the purposes of developing lots which are a minimum of 65 feet wide. The City previously reviewed this case at the December 5, 2019 Planning Commission meeting. The Planning Commission recommended introduction of Ordinance 19-16 that would have rezoned the Subject Property as it is currently being requested. Staff brought a revised Ordinance before the Planning Commission and now the City Council due to the change in the calendar year and the need to adopt the ordinance in the same calendar year as it is introduced. For the sake of transparency City Staff noticed this action for another public hearing; however, the requested rezoning is no different than what was considered at the December 5, 2019 Planning Commission meeting.

The City Council introduced this ordinance at its meeting on June 9th, 2020 and as such it is now available for formal adoption by the City Council.

Notification:

Staff published the Notice of Public Hearing in the Anoka County UnionHerald. City Staff also attempted to notify all property owners within 700 feet of the Subject Property, of the request by U.S. Mail of the May 7, 2020 Public Hearing. Please note the meeting and public hearing was held at a fully online Planning Commission meeting due to Covid-19. Notification is not required for this current step and has not been provided.

Observations/Alternatives:

Observations

The Applicant has only requested consideration of the proposed rezoning at this time. The Applicant has indicated a desire to wait on any preliminary plat application until after the City considers the rezoning request. The proposed split rezoning between R-1 Residential (MUSA) District and R-1 Residential (Detached Villa) District shown in the previously reviewed sketch plan complies with the City's Future Land Use Map as shown in the 2040 Comprehensive Plan which is currently being reviewed by the Metropolitan Council. City Staff have coordinated a number of public workshops on this project dating back to 2017 allowing for a number of opportunities for interested members of the public to provide their input and shape the project. The City Council was supportive of an "L Shaped" rezoning, with the larger, 80-foot wide lots along the eastern and southern boundaries.

Staff feels this is a reasonable compromise and provides a transition from existing lots to Capstone's Riverstone neighborhood. The City received input from members of the public throughout this process, and in late 2019 were

generally supportive of the rezoning, with the larger lots abutting existing single family homes and the smaller lots nearer to Riverstone.

Alternatives

Alternative 1 - Adopt Ordinance #20-06 Rezoning portions of the Subject Property from R-1 Residential (MUSA) District to R-1 Residential (Detached Villa) District previously directed by the City Council in 2019. The proposed rezoning is consistent with the City's Future Land Use guidance for the parcel as shown in the 2040 Comprehensive Plan. The 2040 Comprehensive Plan is currently being reviewed by the Metropolitan Council. Rezoning would be contingent upon final adoption of the 2040 Comprehensive Plan by the City Council. The Planning Commission and Staff are supportive of Alternative 1.

Alternative 2 - Do not adopt Ordinance #20-06 Rezoning the Subject Property from R-1 Residential (MUSA) to R-1 Detached Villa as shown in the previously submitted sketch plan. The proposed rezoning is consistent with the City's 2040 Future Land Use Map. This scenario would require an amendment to the City's Comprehensive Plan.

Funding Source:

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

Recommendation:

The Planning Commission recommended that the City Council adopt Ordinance #20-06 approving the requested Zoning Amendment of Part of Subject Property from R-1 Residential (MUSA) District to R-1 Residential (Detached Villa) as reflected in the 2040 Comprehensive Plan. The City Council previously introduced Ordinance #20-06 at its meeting on June 9th, 2020.

Action:

Motion to Adopt Ordinance #20-06 approving the requested Zoning Amendment of part of Subject Property from R-1 Residential (MUSA) District to R-1 Residential (Detached Villa) District.

Roll Call Vote:

Council Member Musgrove
Council Member Specht
Council Member Kuzma
Council Member Heinrich
Council Member Menth
Council Member Riley
Mayor LeTourneau

Attachments

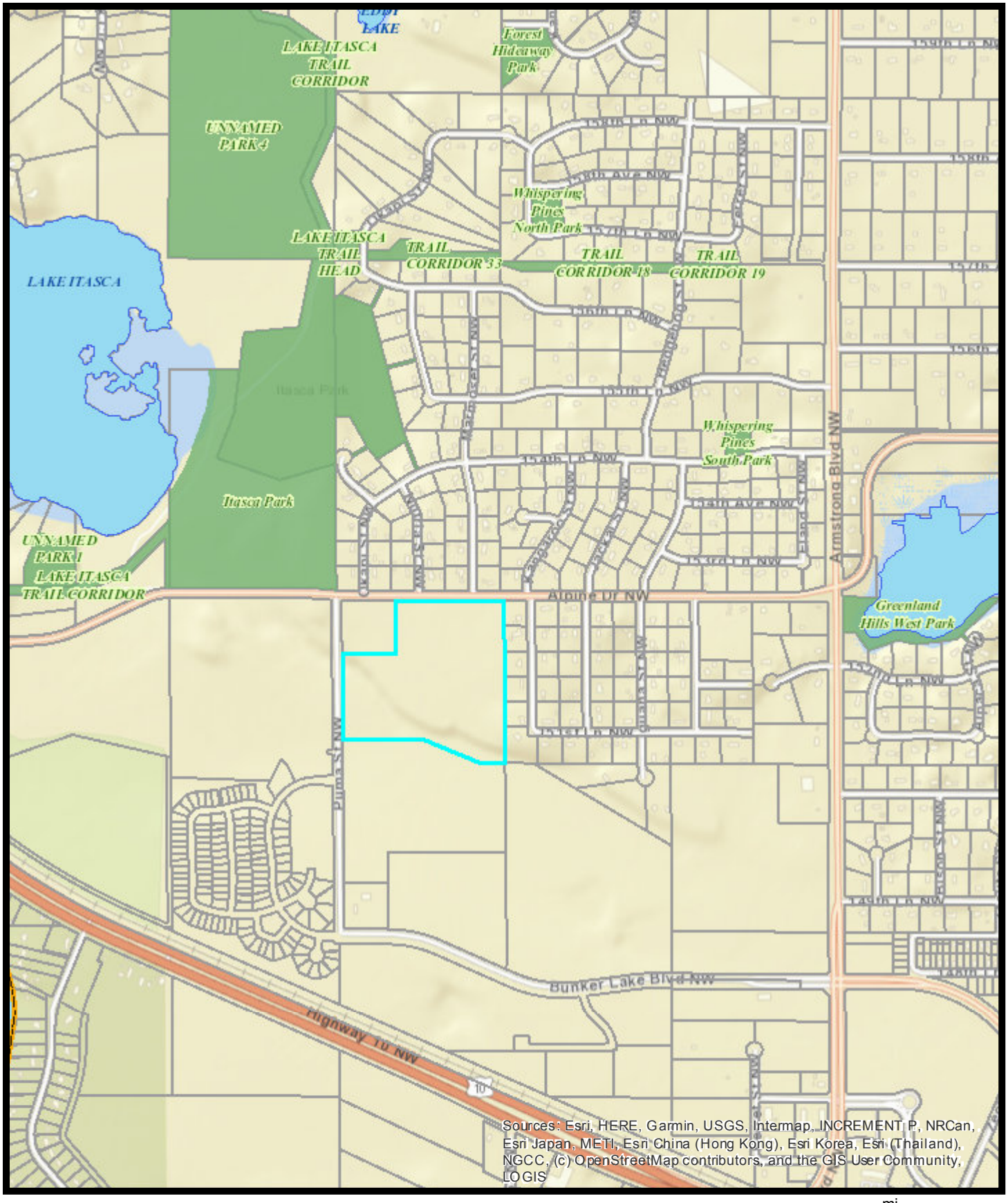
Site Location Map
PreviousSketchPlan(CouncilSupportedVersion)
CurrentSketchPlan2020
2040 Future Land Use NorthforkMeadows
Ordinance 20-06
Draft Presentation

Form Review

Inbox	Reviewed By	Date
Tim Gladhill	Eric Maass	06/10/2020 10:19 AM
Tim Gladhill	Tim Gladhill	06/17/2020 06:40 PM

Kurt Ulrich	Kurt Ulrich	06/18/2020 09:37 AM
Form Started By: Eric Maass		Started On: 06/02/2020 04:11 PM
Final Approval Date: 06/18/2020		

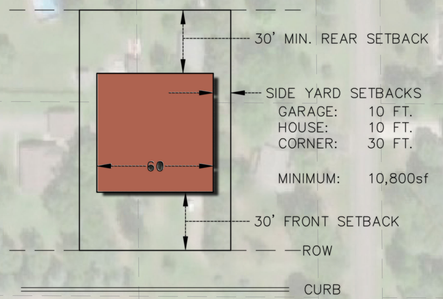
Site Location Map



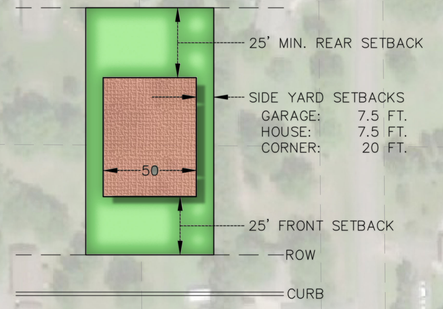
North Fork Meadows

PAXMAR©

80' SINGLE FAMILY - R1



65' SINGLE FAMILY - R2

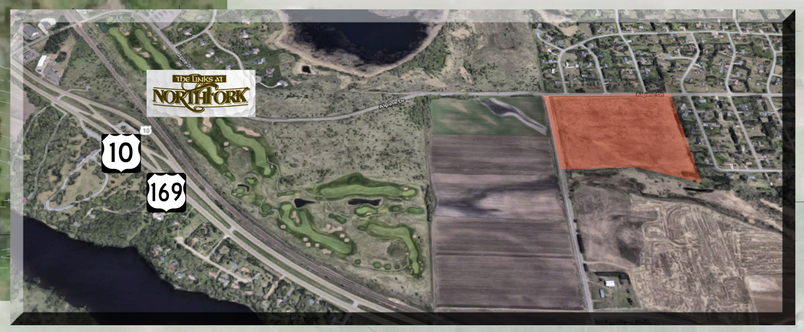


NOTES

1) Subject property address – Southeast quadrant of Puma Street & Alpine Drive NW, Ramsey, MN 55303.

SITE DATA

TOTAL BOUNDARY AREA	±33.5 AC.
TOTAL NUMBER OF LOTS	89
65 FT. LOTS	48
80 FT. LOTS	41
NET DENSITY (EXCLUDES ROW AND WETLAND)	3.34 LOTS/AC



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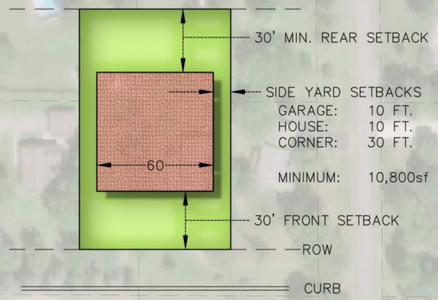
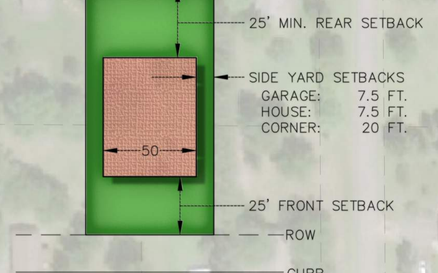
North Fork Meadows

PAXMAR©

80' SINGLE FAMILY - R1



65' SINGLE FAMILY - R2



NOTES

1) Subject property address – Southeast quadrant of Puma Street & Alpine Drive NW, Ramsey, MN 55303.

SITE DATA

TOTAL BOUNDARY AREA	±33.5 AC.
TOTAL NUMBER OF LOTS	94
80 FT. LOTS	18
65 FT. LOTS	76
NET DENSITY (EXCLUDES ROW AND WETLAND)	3.58 LOTS/AC

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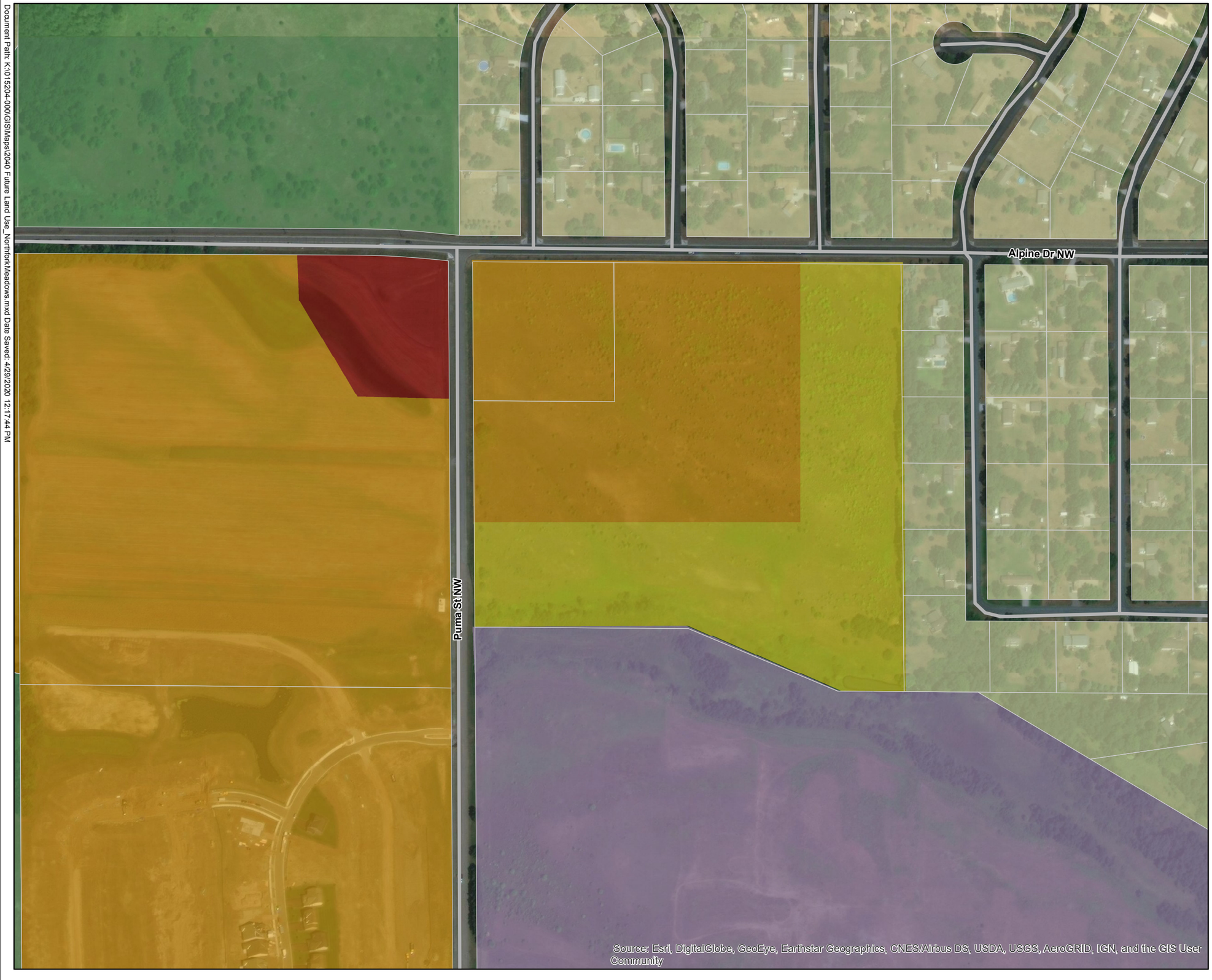


City of RAMSEY

Ramsey Comprehensive Plan
2040 Future Land Use
Ramsey, MN

- ParcelBoundary
- **Ramsey Boundary**
- **Lakes and Rivers**

Future Land Use Designation

- Business Park (BP)
- Commercial (C)
- Mixed Use (MU)
- High Density Residential (HDR)
- Medium Density Residential (MDR)
- Low Density Residential (LDR)
- Rural Developing (RD)
- Park (P)
- Public/Institutional (P/I)
- Closed Landfill (CL)
- Right-of-way (ROW)

0 350 700 Feet

N

wsb

ORDINANCE #20-06

CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA

AN AMENDMENT TO CHAPTER 117 WHICH IS KNOWN AS THE ZONING AND SUBDIVISIONS CHAPTER OF THE CITY CODE OF RAMSEY, MINNESOTA.

AN ORDINANCE AMENDING SECTION 117-90 "MAP" OF CHAPTER 117 OF THE CITY CODE OF RAMSEY, MINNESOTA.

SECTION 1. AMENDMENT

The following legally described property or portions thereof, are hereby rezoned from R-1 Residential (MUSA) to R-1 Detached Villa:

Outlot A, Alpha Development, Anoka County, Minnesota

And

Outlot C, Alpha Development, Anoka County, Minnesota

SECTION 2. MAP

The City is hereby instructed to cause this amendment to be shown on the "City of Ramsey Zoning Map", which map was adopted pursuant to Section 117-90 of the Ramsey City Code.

SECTION 3. EFFECTIVE DATE

This ordinance becomes effective 30 days after its passage and publication, subject to City Charter Section 5.04.

PASSED by the City Council of the City of Ramsey, Minnesota the_____day of_____, 2020.

_____
Mayor

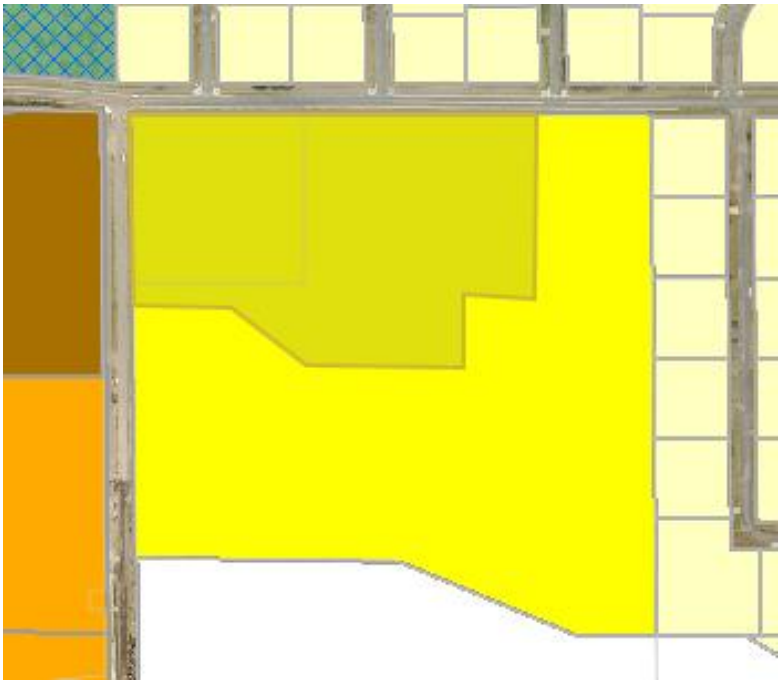
ATTEST:

_____
City Clerk

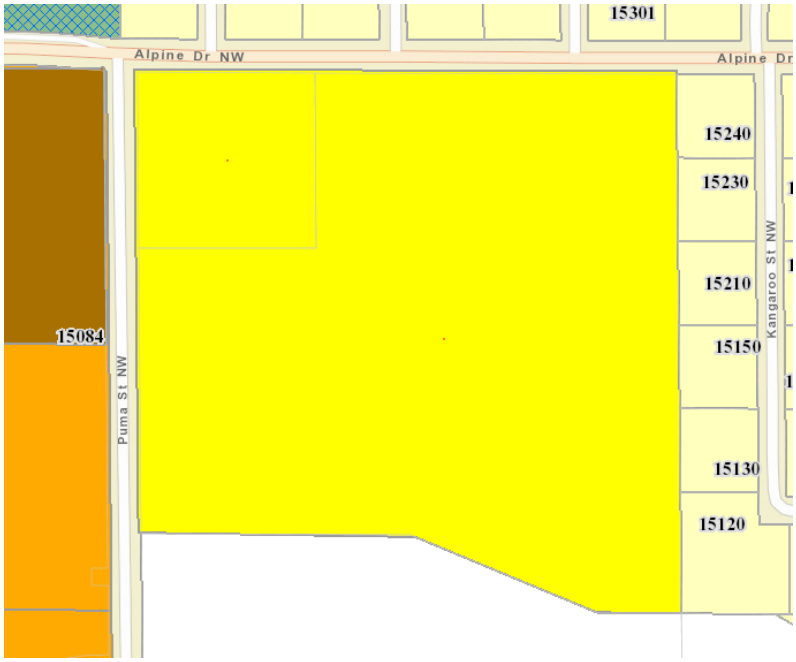
Introduction date: May 7, 2020
Posting dates:
Adoption date:
Publication date:
Effective date:

EXHIBIT A: Rezoning Area

Zoning post Ordinance #20-06
Dark yellow area depicts R-1 Detached Villa
Bright yellow depicts R-1 Residential (MUSA)



Zoning prior to Ordinance #20-06



Consider Application for Rezoning

Case of Northfork Meadows

Applicant Request

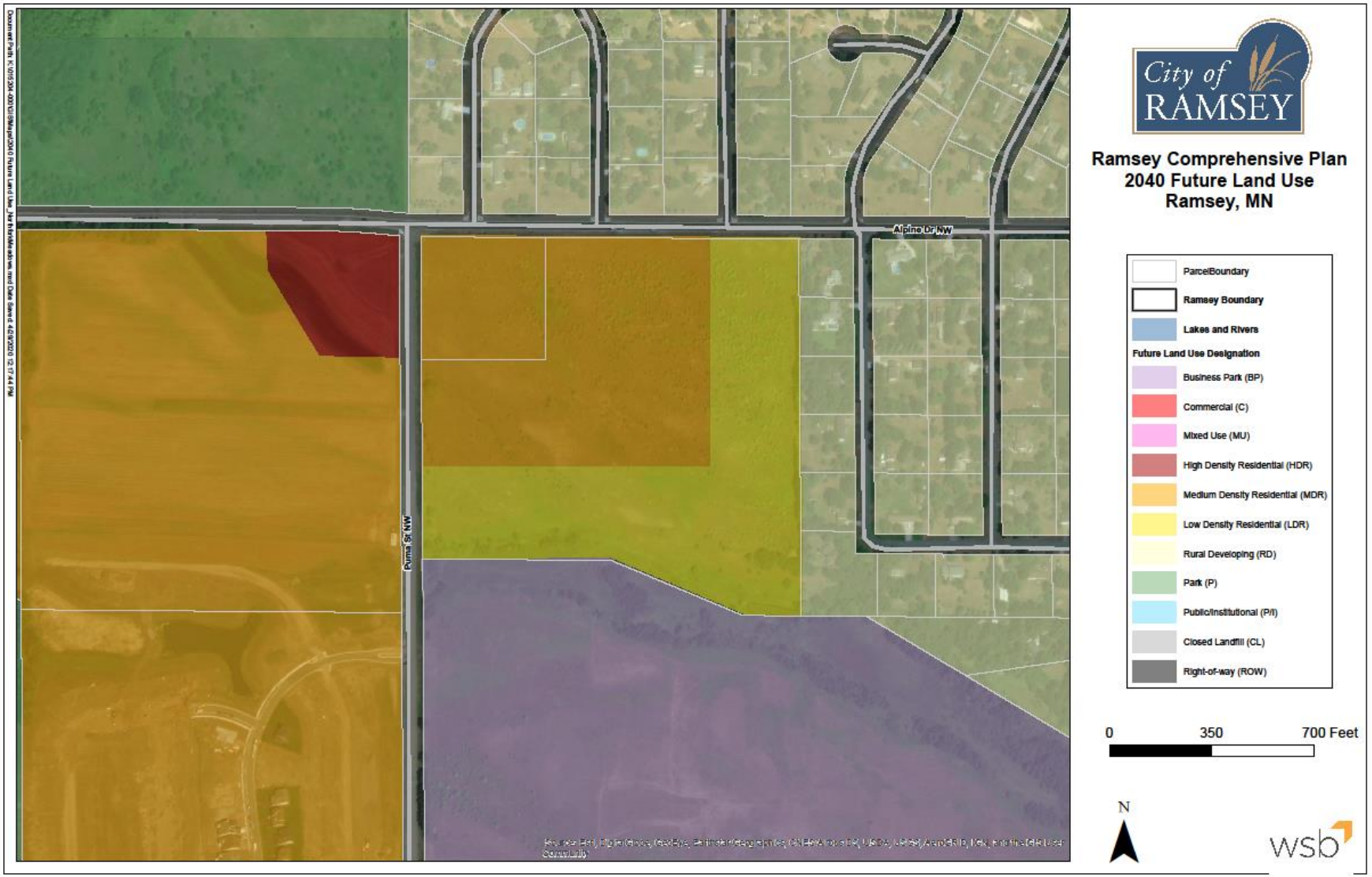
- Applicant request to rezone portions of the Subject Property from R-1 Residential (MUSA) to R-1 Detached Villa.

- This development project has been previously reviewed by the Planning Commission and City Council with various neighborhood meetings.

APPLICANTS CURRENTLY PROPOSED PLAN

Previous Directed Plan

2040 Future Land Use Plan



Differences between proposed and previously directed plan.

	Previous		Current	
Lot Types	65’ Lot	80’ Lot	65’ Lots	80’ Lots
Number of Lots	48	41	76	18
Total Number of Lots	89		94	

- 5 additional lots
- 23 less 80’ lots
- 28 more 65’ lots

City of RAMSEY

Staff Review

- Based on past policy direction by the Planning Commission and City Council, Staff is supportive of the previously directed plan and rezoning the property accordingly to follow the 2040 Comprehensive Plan.

- Next Steps:
  - Public Hearing
  - Applicant Comment
  - Planning Commission discuss/action

CC Regular Session **7. 7.**

Meeting Date: 06/23/2020

By: Chloe McGuire Brigl, Community Development

Information

Title:

Adopt Resolution #20-115 Approving Cobblestone Hotel and Cobblestone Addition (Case of Cobblestone Hotel)

Purpose/Background:

The purpose of this case is to review an application for Site Plan Approval, Final Plat, and a Conditional Use Permit (the "Application") to vary from signage requirements related to Cobblestone Hotel on the property generally known as Outlot A, Stonebrook Academy. The property is located directly to the west of 7800 Sunwood Dr NW (the "Subject Property") and includes a planned hotel with ground level restaurant. The Application was made by Ramsey Hotel LLC to construct a Cobblestone Hotel (the "Applicant").

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. A notice was also published in the Anoka Union Herald, the City's Official newspaper.

Observations/Alternatives:

Summary

The Applicant has proposed a 9,236 square foot hotel with a restaurant on the main floor and 60 hotel rooms/suites. The proposed site is approximately 1.51 acres

Site Plan

The Subject Property is in the COR, within the COR-2 Sub-District. The COR is a flexible, mixed-use area where there are not traditional setbacks, but instead buildings are pushed up to the property lines. There is high importance put on form, including architecture, as opposed to traditional setbacks and coverage maximums. The hotel appears to generally meet the requirements of the COR-2 Sub-District.

- Analysis: The COR-2 Sub-District guidelines are generally met. Staff requested increased articulation on the side elevations of the building to increase the architecture of the building. Other staff comments were minor.

Parking

The Applicant has proposed 72 parking stalls. The City Code requires 38 spaces for the restaurant and does not specify a number of parking stalls for the hotel, but apartments are required 1 - 2 spaces per unit. The Applicant has stated that they typically park at a ratio of 1 stall per room, which would be 60 parking stalls.

- Analysis: Staff is a bit concerned that the site may be under-parked, but with the shared parking, street parking available, and proximity to the shopping center, Staff is not concerned that residents will be able to find parking if they want to visit the restaurant. It is also likely that the restaurant guests will overlap heavily with those staying in the hotel.

Signage

The Applicant has requested relief, via a Conditional Use Permit (CUP) for building signage. There are four (4) proposed hotel wall signs, one on each side of the building. Each sign is approximately 140 square feet in area. The front facade of the building is 6,962 square feet and 15% of that is 1,044 square feet. The total square footage of the proposed hotel wall signage is less than the percent of allowed signage by City Code (maximum of 15% of the area

of the front facade); however, the Code states that 50% of the total wall signage must be on the front facade. The proposed signage does not have 50% on the front facade, but instead is evenly distributed on each elevation.

- Analysis: The Applicant has requested no additional signage, but redistribution of signage. Staff can be supportive of this, but has recommended some additional articulation on the sides of the buildings to offset the look of signage. Staff believes the hotel is a positive addition to the Community and supports our Planning and Economic Development goals.

Code Sections
This case is being reviewed under the COR Design Framework, which is available on the Cit's website and adopted by the City Code.

Funding Source:

The Applicant is responsible for all costs associated with this request. This project does involve a land sale (transaction) with the City of Ramsey, who currently owns the property.

Recommendation:

The Planning Commission met on June 4, 2020 and Recommended Adoption of Resolution #20-115 Approving a Site Plan, Final Plat, and Conditional Use Permit for Cobblestone Hotel

Action:

Motion to Adopt Resolution #20-115 approving Site Plan, Final Plat, and Conditional Use Permit for Cobblestone Hotel

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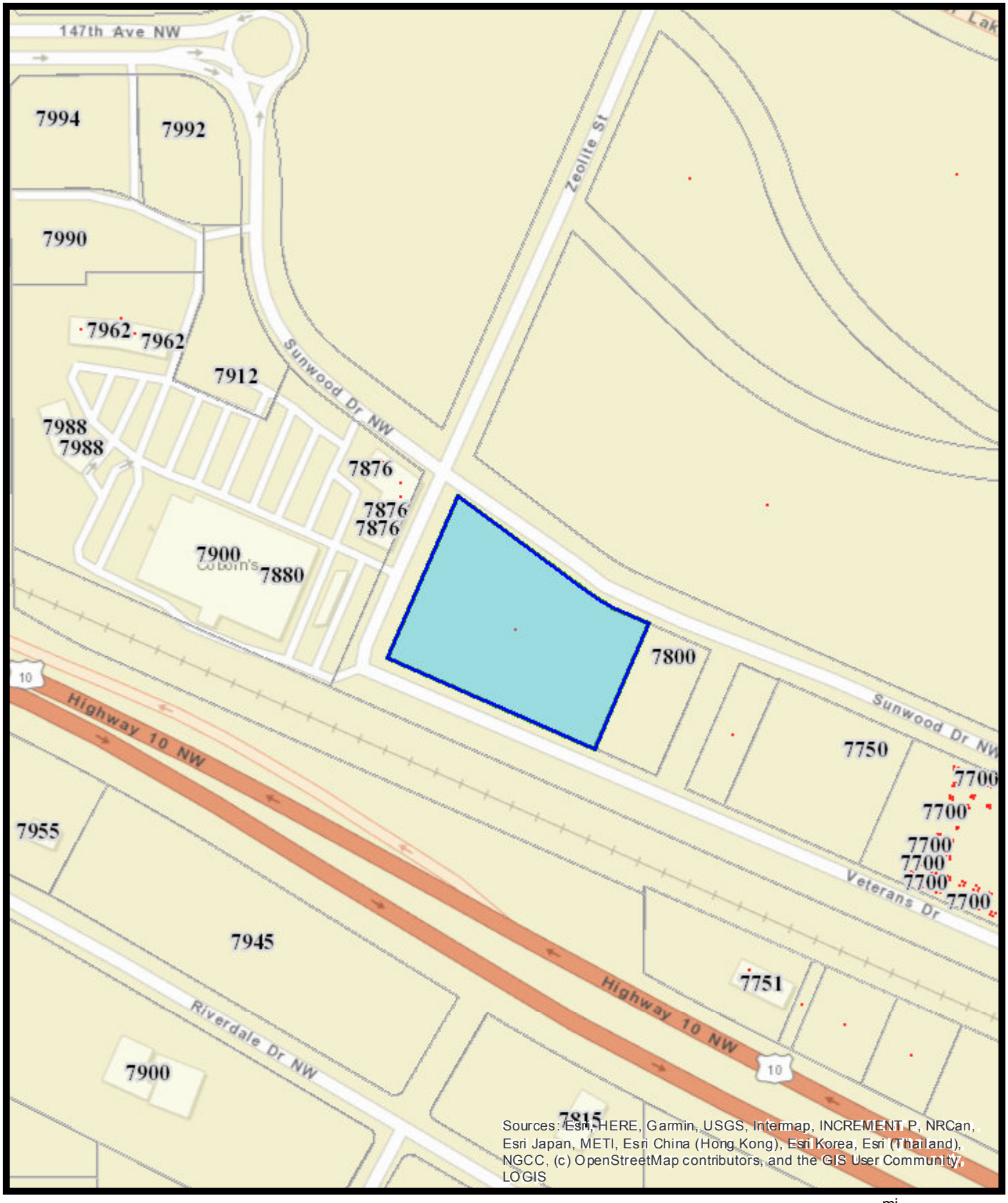
Attachments

Site Location Map
Plans
Final Plat
Draft Planning Commission Minutes
Resolution #20-115

Form Review

Inbox	Reviewed By	Date
Tim Gladhill	Tim Gladhill	06/17/2020 06:42 PM
Kurt Ulrich	Kurt Ulrich	06/18/2020 09:40 AM
Form Started By: Chloe McGuire Brigl		Started On: 06/08/2020 03:17 PM
Final Approval Date: 06/18/2020		

Site Location Map



COBBLESTONE
HOTEL & SUITES

COBBLESTONE
HOTEL & SUITES

COBBLESTONE
HOTEL & SUITES

COBBLESTONE
HOTEL & SUITES
COBBLESTONE
HOTEL & SUITES
WISSOTA CHOPHOUSE

PROPOSED HOTEL FOR:
COBBLESTONE HOTEL AND SUITES
RAMSEY, MINNESOTA

LEGEND

- 000.00 — PROPOSED SPOT ELEVATIONS (FLOW LINE OF CURB UNLESS OTHERWISE SPECIFIED)
- 000.00 EG — EXISTING GRADE SPOT ELEVATIONS
- 000.00 BG / 000.00 FG — PROPOSED SPOT ELEVATIONS (REFERENCE R-WALL DETAIL) BG=FINISHED GRADE AT BACK OF WALL, FG=FINISHED GRADE AT FRONT OF WALL
- 000.00 TC / 000.00 BC — PROPOSED SPOT ELEVATIONS (TOP OF CURB, BOTTOM OF CURB)
- 000.00 TW / 000.00 BW — PROPOSED SPOT ELEVATIONS (TOP OF WALK, BOTTOM OF WALK)
- PROPOSED WATER VALVE IN BOX
- PROPOSED STORM CATCH BASIN — ST CB
- PROPOSED STORM FIELD INLET — ST FI
- PROPOSED STORM CURB INLET — ST CI
- PROPOSED DRAINAGE FLOW
- PROPOSED APRON ENDWALL
- PROPOSED HANDICAP PARKING STALL
- ST — PROPOSED STORM SEWER AND MANHOLE — ST MH
- SA — PROPOSED SANITARY SEWER AND MANHOLE — SAN MH
- W — PROPOSED WATER LINE AND HYDRANT
- PROPOSED CURB AND GUTTER
- 800 — PROPOSED GROUND CONTOUR

GENERAL PROJECT NOTES

1. ALL DRIVEWAYS AND CURB CUTS TO BE CONSTRUCTED ACCORDING TO LOCAL ORDINANCES. CONTRACTOR TO OBTAIN ALL NECESSARY PERMITS.
2. THE CONTRACTOR IS RESPONSIBLE FOR OBTAINING ALL WORK IN ROW PERMITS.

TO OBTAIN LOCATION OF PARTICIPANTS' UNDERGROUND FACILITIES BEFORE YOU DIG IN MINNESOTA
CALL GOPHER STATE ONE CALL 1—800—252—1166

PLAN SPECIFICATIONS (BASED ON CSI FORMAT)

DIVISION 31 EARTH WORK

31 10 00 SITE CLEARING (DEMOLITION)

A. GOPHER STATE ONE CALL SHALL BE CONTACTED AND ALL UTILITIES SHALL BE LOCATED BEFORE STARTING SITE DEMOLITION. CONTRACTOR SHALL ALSO BE RESPONSIBLE FOR PRIVATE UTILITY LOCATES. DESIGN ENGINEER SHALL BE NOTIFIED OF ANY DISCREPANCIES BETWEEN PLAN AND FIELD CONDITIONS PRIOR TO CONSTRUCTION.

B. DEMOLITION PLAN IS AN OVERVIEW OF DEMOLITION TO TAKE PLACE ON SITE. CONTRACTOR TO FIELD VERIFY EXISTING SITE CONDITIONS PRIOR TO BIDDING. CONTRACTOR SHALL REMOVE, REPLACE, OR DEMOLISH ALL ITEMS AS NEEDED DURING CONSTRUCTION.

C. CONTRACTOR TO PROTECT EXISTING IMPROVEMENTS THAT ARE SCHEDULED TO REMAIN. ANY DAMAGE TO EXISTING FACILITIES SHALL BE REPLACED AT CONTRACTORS EXPENSE.

D. ALL CONCRETE NOTED TO BE REMOVED SHALL BE REMOVED TO THE NEAREST CONTROL JOINT.

31 20 00 EARTH MOVING

A GOPHER STATE ONE CALL SHALL BE CONTACTED AND ALL UTILITIES SHALL BE LOCATED BEFORE STARTING SITE DEMOLITION. CONTRACTOR SHALL ALSO BE RESPONSIBLE FOR PRIVATE UTILITY LOCATES. DESIGN ENGINEER SHALL BE NOTIFIED OF ANY DISCREPANCIES BETWEEN PLAN AND FIELD CONDITIONS PRIOR TO CONSTRUCTION.

B. PROVIDE ALL LABOR, MATERIALS AND EQUIPMENT FOR ALL EXCAVATION, GRADING, FILL AND BACKFILL WORK AS REQUIRED TO COMPLETE THE GENERAL CONSTRUCTION WORK. ALL EXCAVATION AND BACKFILL FOR ELECTRICALS AND MECHANICALS ARE THE RESPONSIBILITY OF THE RESPECTIVE CONTRACTOR.

C. ALL ORGANIC TOPSOIL INSIDE THE BUILDING AREA, UNDER PAVED AREAS, AND AT SITE FILL AREAS SHALL BE REMOVED. PROOF ROLL SUBGRADES BEFORE PLACING FILL WITH HEAVY PNEUMATIC-TIRED EQUIPMENT, SUCH AS A FULLY-LOADED TANDEM AXLE DUMP TRUCK, TO IDENTIFY SOFT POCKETS AND AREAS OF EXCESS YIELDING. CONTRACTOR SHALL VERIFY SOIL DEPTHS PRIOR TO CONSTRUCTION. THE CONTRACTOR SHALL REVIEW AND FOLLOW THE RECOMMENDATIONS OF THE GEOTECHNICAL REPORT AND ACCOUNT FOR EXISTING CONDITIONS PRIOR TO SUBMITTING BID FOR THE PROJECT. EXCESS MATERIALS SHALL BE REMOVED FROM THE SITE UNLESS OTHERWISE DIRECTED IN THE PLANS OR BY LOCAL ZONING REQUIREMENTS.

D. PLACE AND COMPACT FILL MATERIAL IN LAYERS TO REQUIRED ELEVATIONS. UNIFORMLY MOISTEN OR AERATE SUBGRADE AND EACH SUBSEQUENT FILL OR BACKFILL LAYER BEFORE COMPACTION AS RECOMMENDED TO ACHIEVE SPECIFIED DRY DENSITY. REMOVE AND REPLACE, OR SCARIFY AND AIR DRY, OTHERWISE SATISFACTORY SOIL MATERIAL THAT IS TOO WET TO COMPACT TO SPECIFIED DRY DENSITY.

E. PLACE BACKFILL AND FILL MATERIALS IN LAYERS NOT MORE THAN 8" IN LOOSE DEPTH FOR MATERIAL COMPACTED BY HEAVY COMPACTION EQUIPMENT, AND NOT MORE THAN 4" IN LOOSE DEPTH FOR MATERIAL COMPACTED BY HAND-OPERATED TAMPERS.

F. COMPACT THE SOIL TO NOT LESS THAN THE FOLLOWING PERCENTAGES OF MAXIMUM DRY DENSITY ACCORDING TO ASTM D 698, STANDARD PROCTOR TEST. FILL MAY NOT BE PLACED ON FROZEN GROUND AND NO FROZEN MATERIALS MAY BE USED FOR BACK FILL. APPLY THE MORE STRINGENT REQUIREMENTS WHEN COMPARING BETWEEN THE FOLLOWING AND THE GEOTECHNICAL REPORT.
1. UNDER FOUNDATIONS - SUBGRADE, AND EACH LAYER OF BACKFILL OR FILL MATERIAL TO NOT LESS THAN 98 PERCENT.
2. UNDER INTERIOR SLAB-ON-GRADE WHERE GROUNDWATER IS MORE THAN 3 FEET BELOW THE SLAB - PLACE A DRAINAGE COURSE LAYER OF 3/4" CRUSHED STONE, WITH 5% TO 12% FINES, PER THICKNESS INDICATED ON FOUNDATION PLANS ON PREPARED SUBGRADE. COMPACT THE SUBGRADE AND DRAINAGE COURSE TO NOT LESS THAN 95 PERCENT.
3. UNDER INTERIOR SLAB-ON-GRADE WHERE GROUNDWATER IS WITHIN 3 FEET OF THE SLAB SURFACE- PLACE A DRAINAGE COURSE LAYER OF CLEAN 3/4" CRUSHED STONE, WITH NO MORE THAN 5% FINES, PER THICKNESS INDICATED ON FOUNDATION PLANS ON PREPARED SUBGRADE. COMPACT THE SUBGRADE AND DRAINAGE COURSE TO NOT LESS THAN 95 PERCENT.
4. UNDER EXTERIOR CONCRETE AND ASPHALT PAVEMENTS - COMPACT THE SUBGRADE AND EACH LAYER OF BACKFILL OR FILL MATERIAL TO NOT LESS THAN 95 PERCENT.
5. UNDER WALKWAYS - COMPACT SUBGRADE AND EACH LAYER OF BACKFILL OR FILL MATERIAL TO NOT LESS THAN 95 PERCENT.
6. UNDER LAWN OR UNPAVED AREAS - COMPACT SUBGRADE AND EACH LAYER OF BACKFILL OR FILL MATERIAL TO NOT LESS THAN 85 PERCENT.

G. CONTRACTOR SHALL ENGAGE A QUALIFIED INDEPENDENT TESTING AND INSPECTING AGENCY TO PERFORM FIELD TESTS AND INSPECTIONS. IT IS SUGGESTED THAT THE GEOTECHNICAL FIRM USED TO PERFORM THE SUBSURFACE SOIL INVESTIGATION BE ENGAGED FOR THE FIELD QUALITY CONTROL TESTS. THE GEOTECHNICAL REPORT WAS PERFORMED BY TBD.

H. ALLOW THE TESTING AGENCY TO TEST AND INSPECT SUBGRADES AND EACH FILL OR BACKFILL LAYER. PROCEED WITH SUBSEQUENT EARTHWORK ONLY AFTER TEST RESULTS FOR PREVIOUSLY COMPLETED WORK COMPLY WITH REQUIREMENTS. PROVIDE ONE TEST FOR EVERY 2000 SQUARE FEET OF PAVED AREA OR BUILDING SLAB, ONE TEST FOR EACH SPREAD FOOTING, AND ONE TEST FOR EVERY 50 LINEAR FEET OF WALL STRIP FOOTING.

I. WHEN THE TESTING AGENCY REPORTS THAT SUBGRADES, FILLS, OR BACKFILLS HAVE NOT ACHIEVED DEGREE OF COMPACTION SPECIFIED, SCARIFY AND MOISTEN OR AERATE, OR REMOVE AND REPLACE SOIL TO DEPTH REQUIRED; RECOMPACT AND RETEST UNTIL SPECIFIED COMPACTION IS OBTAINED.

J. THE BUILDING SITE SHALL BE GRADED TO PROVIDE DRAINAGE AWAY FROM THE BUILDING AS INDICATED ON THE PLANS. SITE EARTHWORK SHALL BE GRADED TO WITHIN 0.10' OF REQUIRED EARTHWORK ELEVATIONS ASSUMING POSITIVE DRAINAGE IS MAINTAINED IN ACCORDANCE WITH THE GRADING PLAN.

31 30 00 EROSION CONTROL/STORMWATER MANAGEMENT

A. THE GRADING PLAN REFLECTS 65,700 SF (1.51 ACRES) OF DISTURBED AREA. DESIGN ENGINEER SHALL PREPARE A STORMWATER MANAGEMENT PLAN AND FILE A PERMIT WITH THE MPCA. THE CONTRACTOR SHALL BE RESPONSIBLE FOR MEETING THE MONITORING, MAINTENANCE, AND PROCEDURAL REQUIREMENTS OF MPCA AND THE STORMWATER MANAGEMENT PLANS.

B. THE CONTRACTOR SHALL KEEP THE PERMIT, APPROVED EROSION CONTROL AND STORMWATER MANAGEMENT PLANS, AND PLAN AMENDMENTS ON THE CONSTRUCTION SITE AT ALL TIMES UNTIL PERMIT COVERAGE IS TERMINATED.

C. THE CONTRACTOR IS RESPONSIBLE FOR OBTAINING ALL LOCAL EROSION CONTROL PERMITS.

D. THE CONTRACTOR SHALL BE RESPONSIBLE FOR MEETING THE MONITORING, MAINTENANCE, AND REPORTING REQUIREMENTS OF THE PERMIT. INSPECTIONS OF IMPLEMENTED EROSION AND SEDIMENT CONTROL BEST MANAGEMENT PRACTICES MUST AT A MINIMUM BE INSPECTED EVERY 7 DAYS AND WITHIN 24 HOURS AFTER A PRECIPITATION EVENT OF 0.5" OR MORE. A PRECIPITATION EVENT MAY BE CONSIDERED TO BE THE TOTAL AMOUNT OF PRECIPITATION RECORDED IN ANY CONTINUOUS 24-HOUR PERIOD. THE CONTRACTOR SHALL REPAIR OR REPLACE EROSION AND SEDIMENT CONTROL AS NECESSARY WITHIN 24 HOURS OF AN INSPECTION OR AFTER A DEPARTMENT NOTIFICATION WHERE REPAIR OR REPLACEMENT IS REQUESTED.

E. THE CONTRACTOR SHALL MAINTAIN, AT THE CONSTRUCTION SITE, WEEKLY WRITTEN REPORTS OF ALL INSPECTIONS CONDUCTED. USE MPCA PERMIT FORMS. WEEKLY INSPECTION REPORTS SHALL INCLUDE ALL OF THE FOLLOWING:
1. THE DATE, TIME, AND EXACT LOCATION OF THE CONSTRUCTION SITE INSPECTION.
2. THE NAME OF THE INDIVIDUAL WHO PERFORMED THE INSPECTION.
3. AN ASSESSMENT OF THE CONDITION OF THE EROSION AND SEDIMENT CONTROLS.
4. A DESCRIPTION OF ANY EROSION AND SEDIMENT CONTROL IMPLEMENTATION AND MAINTENANCE PERFORMED.
5. A DESCRIPTION OF THE PRESENT PHASE OF LAND DISTURBING CONSTRUCTION ACTIVITY AT THE CONSTRUCTION SITE.
6. AN OBSERVATION OF A DISCHARGE OFF THE SITE.

F. EROSION AND SEDIMENT CONTROL IMPLEMENTED DURING CONSTRUCTION SHALL STRICTLY COMPLY WITH THE GUIDELINES AND REQUIREMENTS SET FORTH IN MPCA STORMWATER MANUAL. TECHNICAL STANDARDS PUBLISHED BY THE MINNESOTA STORMWATER MANUAL SHALL ALSO BE UTILIZED TO IMPLEMENT THE REQUIRED EROSION CONTROL STANDARDS. THE METHODS AND TYPES OF EROSION CONTROL WILL BE DEPENDENT ON THE LOCATION AND TYPE OF WORK INVOLVED. ALL SEDIMENT CONTROL MEASURES SHALL BE ADJUSTED TO MEET FIELD CONDITIONS AT THE TIME OF CONSTRUCTION, AND INSTALLED PRIOR TO ANY GRADING OR DISTURBANCE OF EXISTING SURFACE MATERIAL. BELOW IS A LIST OF EROSION AND SEDIMENT CONTROL BEST MANAGEMENT PRACTICES TO ACHIEVE THE PERFORMANCE STANDARDS REQUIRED.

1. SILT FENCE SHALL BE PLACED ON SITE AT LOCATIONS SHOWN ON THE EROSION CONTROL PLAN. SILT FENCE SHALL ALSO BE PROVIDED AROUND THE PERIMETER OF ALL SOIL STOCKPILES. FOLLOW PROCEDURES FOUND IN MINNESOTA STORMWATER MANUAL.
2. STONE TRACKING PADS SHALL BE PLACED AT ALL CONSTRUCTION SITE ENTRANCES AND SHALL BE INSTALLED PRIOR TO ANY TRAFFIC LEAVING THE CONSTRUCTION SITE. SEE THE EROSION CONTROL PLAN FOR LOCATIONS. THE AGGREGATE USED SHALL BE 1-1/2 TO 3 INCH CLEAR OR WASHED STONE, AND SHALL BE PLACED IN A LAYER AT LEAST 12 INCHES THICK. THE STONE SHALL BE UNDERLAIN WITH GEOTEXTILE FABRIC. THE TRACKING PAD SHALL BE THE FULL WIDTH OF THE EGRESS POINT, AND SHALL BE A MINIMUM OF 50 FEET LONG. SURFACE WATER MUST BE PREVENTED FROM PASSING THROUGH THE TRACKING PAD. FOLLOW PROCEDURES FOUND IN MINNESOTA STORMWATER MANUAL.
3. STORM DRAIN INLET PROTECTION SHALL BE PROVIDED FOR ALL NEW AND DOWNSTREAM STORM CATCH BASINS AND CURB INLETS. PROTECTION SHOULD BE PROVIDED AND SHALL BE IN CONFORMANCE WITH MINNESOTA STORMWATER MANUAL.
4. DUST CONTROL MEASURES SHALL BE PROVIDED TO REDUCE OR PREVENT THE SURFACE AND AIR TRANSPORT OF DUST DURING CONSTRUCTION. CONTROL MEASURES INCLUDE APPLYING MULCH AND ESTABLISHING VEGETATION, WATER SPRAYING, SURFACE ROUGHENING, APPLYING POLYMERS, SPRAY-ON TACKIFIERS, CHLORIDES, AND BARRIERS. SOME SITES MAY REQUIRE AN APPROACH THAT UTILIZES A COMBINATION OF MEASURES FOR DUST CONTROL. FOLLOW PROCEDURES FOUND IN MINNESOTA STORMWATER MANUAL.
5. THE USE, STORAGE, AND DISPOSAL OF CHEMICALS, CEMENT, AND OTHER COMPOUNDS AND MATERIALS USED ON SITE SHALL BE MANAGED DURING THE CONSTRUCTION PERIOD TO PREVENT THEIR TRANSPORT BY RUNOFF INTO WATERS OF THE STATE.
6. CONTRACTOR SHALL PROVIDE AN OPEN AGGREGATE CONCRETE TRUCK WASHOUT AREA ON SITE. CONTRACTOR TO ENSURE THAT CONCRETE WASHOUT SHALL BE CONTAINED TO THIS DESIGNATED AREA AND NOT BE ALLOWED TO RUN INTO STORM INLETS OR INTO THE OVERLAND STORMWATER DRAINAGE SYSTEM. WASHOUT AREA SHALL BE REMOVED UPON COMPLETION OF CONSTRUCTION.
7. TEMPORARY SITE RESTORATION SHALL TAKE PLACE IN DISTURBED AREAS THAT WILL NOT BE BROUGHT TO FINAL GRADE OR ON WHICH LAND DISTURBING ACTIVITIES WILL NOT BE PERFORMED FOR A PERIOD GREATER THAN 7 DAYS AND REQUIRES VEGETATIVE COVER FOR LESS THAN ONE YEAR. THIS TEMPORARY SITE RESTORATION REQUIREMENT ALSO APPLIES TO SOIL STOCKPILES THAT EXIST FOR MORE THAN 7 DAYS. PERMANENT RESTORATION APPLIES TO AREAS WHERE PERENNIAL VEGETATIVE COVER IS NEEDED TO PERMANENTLY STABILIZE AREAS OF EXPOSED SOIL. PERMANENT STABILLIZATION SHALL OCCUR WITHIN 3 WORKING DAYS OF FINAL GRADING. TOPSOIL, SEED, AND MULCH SHALL BE IN GENERAL CONFORMANCE WITH THE MINNESOTA STORMWATER MANUAL AND SHALL MEET THE SPECIFICATIONS FOUND IN THE LANDSCAPING AND SITE STABILIZATION SECTION OF THIS CONSTRUCTION DOCUMENT. ANY SOIL EROSION THAT OCCURS AFTER FINAL GRADING AND/OR FINAL STABILIZATION MUST BE REPAIRED AND THE STABILIZATION WORK REDONE.
8. IF SITE DEWATERING IS REQUIRED TO REMOVE SEDIMENT FROM CONSTRUCTION SITE STORMWATER PRIOR TO DISCHARGING OFF-SITE OR TO WATERS OF THE STATE, FOLLOW PROCEDURES FOUND IN MINNESOTA STORMWATER MANUAL AND PROVISION OUTLINED IN GEOTECHNICAL REPORT.
9. ALL OFF-SITE SEDIMENT DEPOSITS OCCURRING AS A RESULT OF CONSTRUCTION WORK OR A STORM EVENT SHALL BE CLEANED UP BY THE END OF EACH WORKING DAY. FLUSHING SHALL NOT BE ALLOWED.

G. ALL EROSION CONTROL DEVICES SHALL AT A MINIMUM BE INSPECTED WEEKLY AND WITHIN 24 HOURS AFTER EVERY PRECIPITATION EVENT THAT PRODUCES 0.5 INCHES OF RAIN OR MORE DURING A 24 HOUR PERIOD. MAINTENANCE SHALL BE PERFORMED PER MINNESOTA STORMWATER MANUAL REQUIREMENTS.

H. EROSION CONTROL MEASURES SHALL NOT BE REMOVED UNTIL THE AREA(S) SERVED HAVE ESTABLISHED VEGETATIVE COVER

I. ONCE THE CONSTRUCTION SITE HAS BEEN FULLY STABILIZED AND TEMPORARY EROSION CONTROL BEST MANAGEMENT PRACTICES HAVE BEEN REMOVED, THE CONTRACTOR SHALL FILE A CONSTRUCTION NOTICE OF TERMINATION WITH THE MPCA.

J. AT THE COMPLETION OF THE PROJECT, THE CONTRACTOR SHALL GIVE THE OWNER COPIES OF THE EROSION CONTROL AND STORM WATER MANAGEMENT PLANS, AMENDMENTS TO PLANS, SUPPORTING PLAN DATA, AND CONSTRUCTION SITE EROSION CONTROL INSPECTION REPORTS. THE OWNER SHALL RETAIN THESE FOR A PERIOD OF 3 YEARS FROM THE DATE OF TERMINATION OF PERMIT COVERAGE UNDER MPCA REQUIREMENTS.

K. ALL POST CONSTRUCTION STORMWATER MANAGEMENT BEST MANAGEMENT PRACTICES SHALL BE CONSTRUCTED BEFORE THE SITE HAS UNDERGONE FINAL STABILIZATION.

DIVISION 32 EXTERIOR IMPROVEMENTS

32 10 00 AGGREGATE BASE & ASPHALT PAVEMENT

H. CONTRACTOR TO PROVIDE COMPACTED AGGREGATE BASE TYPE AND DEPTH AS INDICATED ON THE PLANS. ALL AGGREGATE PROVIDED MUST COMPLY WITH MNDOT SPECIFICATION SECTION 3138, CLASS 5, 6, OR 7C MATERIALS SUCH THAT THE PERCENT CRUSHED MATERIAL WITHIN THE AGGREGATE IS NO LESS THAN 20 PERCENT.

I. CONTRACTOR TO PROVIDE HOT MIX ASPHALT PAVEMENT TYPES AND DEPTHS AS INDICATED BELOW. MATERIALS TO MEET REQUIREMENTS OF MNDOT SPECIFICATION 2360, TYPE SP (VERIFY W/ SOILS REPORT):

STANDARD ASPHALT PAVING
SEE SHEET C1.2

J. CONTRACTOR TO COMPACT THE AGGREGATE BASE, ASPHALT BINDER COURSE, AND ASPHALT SURFACE COURSE TO AN AVERAGE DENSITY PER MNDOT SPECIFICATIONS

K. HOT MIX ASPHALT CONSTRUCTION TO BE PROVIDED PER MORE STRINGENT REQUIREMENTS OF GEOTECHNICAL REPORT OR CONSTRUCTION DOCUMENTS.

L. CONTRACTOR TO PROVIDE 4" WIDE WHITE PAINTED STRIPING FOR PARKING STALLS, TRAFFIC LANES, AND NO PARKING AREAS. WHITE PAINT MARKINGS SHALL ALSO BE PROVIDED FOR H.C. ACCESSIBLE SYMBOLS, TRAFFIC ARROWS, AND TRAFFIC MESSAGES.

32 20 00 CONCRETE AND AGGREGATE BASE

A. CONTRACTOR TO PROVIDE COMPACTED AGGREGATE BASE TYPE AND DEPTH AS INDICATED ON THE PLANS. ALL AGGREGATE PROVIDED MUST COMPLY WITH MNDOT SPECIFICATION SECTION 3138, CLASS 5, 6, OR 7C MATERIALS SUCH THAT THE PERCENT CRUSHED MATERIAL WITHIN THE AGGREGATE IS NO LESS THAN 20 PERCENT.

B. DESIGN AND CONSTRUCTION OF ALL CAST-IN-PLACE CONCRETE WORK SHALL CONFORM TO ACI 318 BUILDING CODE AND CRSI MANUAL OF STANDARD PRACTICE.

C. EXTERIOR CONCRETE FLAT WORK CONSTRUCTION TO BE PROVIDED PER MORE STRINGENT REQUIREMENTS OF THE GEOTECHNICAL REPORT OR THIS SPECIFICATION. CONCRETE FLAT WORK CONSTRUCTION IS AS FOLLOWS:

1. SIDEWALK/ PATIO CONCRETE - 4" OF CONCRETE OVER 4" OF 3/4" CRUSHED AGGREGATE BASE. CONTRACTION JOINTS SHALL CONSIST OF 1/8" WIDE BY 1" DEEP TOOLED JOINT WHERE INDICATED ON THE PLANS.
2. DUMPSTER PAD CONCRETE AREAS - 5" OF CONCRETE WITH FIBER MESH OVER 4" OF 3/4" CRUSHED AGGREGATE BASE.

D. DESIGN MIXES SHALL BE IN ACCORDANCE WITH ASTM C94
1. STRENGTH TO BE MINIMUM OF 4,000 PSI AT 28 DAYS FOR EXTERIOR CONCRETE.
2. SLUMP SHALL NOT EXCEED 4" FOR EXTERIOR CONCRETE SLABS
3. SLUMP SHALL BE 2.5" OR LESS FOR SLIP-FORMED CURB AND GUTTER
4. SLUMP SHALL BE BETWEEN 1.5" TO 3" FOR NON SLIP-FORMED CURB AND GUTTER.
5. ALL EXTERIOR CONCRETE SHALL BE AIR ENTRAINED WITH 4% TO 7% AIR CONTENT. NO OTHER ADMIXTURES SHALL BE USED WITHOUT APPROVAL OF EXCEL ENGINEERING, INC. CALCIUM CHLORIDE SHALL NOT BE USED.
6. MAXIMUM AGGREGATE SIZE FOR ALL EXTERIOR CONCRETE SHALL BE 0.75 INCHES.

E. ALL EXTERIOR MECHANICAL EQUIPMENT CONCRETE PADS SHALL BE SIZED AND DESIGNED BY THE EQUIPMENT SUPPLIER.

F. CONCRETE SLABS SHALL HAVE CONSTRUCTION JOINTS OR SAW CUT JOINTS PLACED AS INDICATED ON THE PLANS. SAWCUTS TO BE DONE AS SOON AS POSSIBLE, BUT NO LATER THAN 24 HOURS AFTER CONCRETE IS PLACED. CONCRETE CURB AND GUTTER JOINTING SHALL BE PLACED EVERY 10' OR CLOSER (6' MIN.). ALL EXTERIOR CONCRETE SLABS SHALL HAVE A LIGHT BROOM FINISH UNLESS NOTED OTHERWISE. ALL CONCRETE IS TO BE CURED FOR 7 DAYS. EXTERIOR CONCRETE SHALL BE SEPARATED FROM BUILDINGS WITH CONTINUOUS 0.5 INCH FIBER EXPANSION JOINT AND/OR 0.25 INCH FIBER EXPANSION JOINT AT DECORATIVE MASONRY UNITS.

G. ALL REINFORCING BARS SHALL BE ASTM A615 GRADE 60. THICKNESS OF CONCRETE COVER OVER REINFORCEMENT SHALL BE NOT LESS THAN 3" WHERE CONCRETE IS DEPOSITED AGAINST THE GROUND WITHOUT THE USE OF FORMS AND NOT LESS THAN 1.5" IN ALL OTHER LOCATIONS. ALL REINFORCING SHALL BE LAPPED 36 DIAMETERS FOR UP TO #6 BARS, 60 DIAMETERS FOR #7 TO #10 BARS OR AS NOTED ON THE DRAWINGS AND EXTENDED AROUND CORNERS WITH CORNER BARS. PLACING AND DETAILING OF STEEL REINFORCING AND REINFORCING SUPPORTS SHALL BE IN ACCORDANCE WITH CRSI AND ACI MANUAL AND STANDARD PRACTICES. THE REINFORCEMENT SHALL NOT BE PAINTED AND MUST BE FREE OF GREASE/OIL, DIRT OR DEEP RUST WHEN PLACED IN THE WORK. ALL WELDED WIRE FABRIC SHALL MEET THE REQUIREMENTS OF ASTM A 185. WELDED WIRE FABRIC SHALL BE PLACED 2" FROM TOP OF SLAB, UNLESS INDICATED OTHERWISE.

H. CONTRACTOR SHALL ENGAGE A QUALIFIED INDEPENDENT TESTING AND INSPECTING AGENCY TO SAMPLE MATERIALS, PERFORM TESTS, AND SUBMIT TEST REPORTS DURING CONCRETE PLACEMENT. TESTS WILL BE PERFORMED ACCORDING TO ACI 301. CAST AND LABORATORY CURE ONE SET OF FOUR STANDARD CYLINDERS FOR EACH COMPOSITE SAMPLE FOR EACH DAY'S POUR OF EACH CONCRETE MIX EXCEEDING 5 CU. YD., BUT LESS THAN 25 CU. YD., PLUS ONE SET FOR EACH ADDITIONAL 50 CU. YD. OR FRACTION THEREOF. PERFORM COMPRESSIVE STRENGTH TESTS ACCORDING TO ASTM C 39. TEST TWO SPECIMENS AT 7 DAYS AND TWO SPECIMENS AT 28 DAYS. PERFORM SLUMP TESTING ACCORDING TO ASTM C 143. PROVIDE ONE TEST AT POINT OF PLACEMENT FOR EACH COMPOSITE SAMPLE, BUT NOT LESS THAN ONE TEST FOR EACH DAY'S POUR OF EACH CONCRETE MIX. PERFORM ADDITIONAL TESTS WHEN CONCRETE CONSISTENCY APPEARS TO CHANGE.

I. PROTECT FRESHLY PLACED CONCRETE FROM PREMATURE DRYING AND EXCESSIVE COLD OR HOT TEMPERATURES. IN HOT, DRY, AND WINDY WEATHER, APPLY AN EVAPORATION-CONTROL COMPOUND ACCORDING TO MANUFACTURER'S INSTRUCTIONS AFTER SCREEDING AND BULL FLOATING, BUT BEFORE POWER FLOATING AND TROWELLING.

J. LIMIT MAXIMUM WATER-CEMENTITIOUS RATIO OF CONCRETE EXPOSED TO FREEZING, THAWING AND DEICING SALTS TO 0.45.

K. TEST RESULTS WILL BE REPORTED IN WRITING TO THE DESIGN ENGINEER, READY-MIX PRODUCER, AND CONTRACTOR WITHIN 24 HOURS AFTER TESTS. REPORTS OF COMPRESSIVE STRENGTH TESTS SHALL CONTAIN THE PROJECT IDENTIFICATION NAME AND NUMBER, DATE OF CONCRETE PLACEMENT, NAME OF CONCRETE TESTING SERVICE, CONCRETE TYPE AND CLASS, LOCATION OF CONCRETE BATCH IN STRUCTURE, DESIGN COMPRESSIVE STRENGTH AT 28 DAYS, CONCRETE MIX PROPORTIONS AND MATERIALS, COMPRESSIVE BREAKING STRENGTH, AND TYPE OF BREAK FOR BOTH 7-DAY TESTS AND 28-DAY TESTS.

L. ALL CONCRETE FLAT WORK SURFACES AND CONCRETE CURB FLOWLINES SHALL BE CONSTRUCTED TO WITHIN 0.05' OF DESIGN SURFACE AND FLOWLINE GRADES ASSUMING POSITIVE DRAINAGE IS MAINTAINED IN ACCORDANCE WITH THE DESIGN PLANS.

M. CONTRACTOR TO PROVIDE 4" WIDE WHITE PAINTED STRIPING FOR PARKING STALLS, TRAFFIC LANES, AND NO PARKING AREAS.

32 30 00 LANDSCAPING AND SITE STABILIZATION

A. TOPSOIL: CONTRACTOR TO PROVIDE A MINIMUM OF 6' OF TOPSOIL FOR ALL DISTURBED OPEN AREAS. REUSE SURFACE SOIL STOCKPILED ON SITE AND SUPPLEMENT WITH IMPORTED OR MANUFACTURED TOPSOIL FROM OFF SITE SOURCES WHEN QUANTITIES ARE INSUFFICIENT. PROVIDE SOIL ANALYSIS BY A QUALIFIED SOIL TESTING LABORATORY AS REQUIRED TO VERIFY THE SUITABILITY OF SOIL TO BE USED AS TOPSOIL AND TO DETERMINE THE NECESSARY SOIL AMENDMENTS. TEST SOIL FOR PRESENCE OF ATRAZINE AND INFORM EXCEL ENGINEERING, INC. IF PRESENT PRIOR TO BIDDING PROJECT. TOPSOIL SHALL HAVE A PH RANGE OF 5.5 TO 8, CONTAIN A MINIMUM OF 5 PERCENT ORGANIC MATERIAL CONTENT, AND SHALL BE FREE OF STONES 1 INCH OR LARGER IN DIAMETER. ALL MATERIALS HARMFUL TO PLANT GROWTH SHALL ALSO BE REMOVED.

TOPSOIL INSTALLATION: LOOSEN SUBGRADE TO A MINIMUM DEPTH OF 6 INCHES AND REMOVE STONES LARGER THAN 1" IN DIAMETER. ALSO REMOVE ANY STICKS, ROOTS, RUBBISH, AND OTHER EXTRANEOUS MATTER AND DISPOSE OF THEM OFF THE PROPERTY. SPREAD TOPSOIL TO A DEPTH OF 6" BUT NOT LESS THAN WHAT IS REQUIRED TO MEET FINISHED GRADES AFTER LIGHT ROLLING AND NATURAL SETTLEMENT. DO NOT SPREAD TOPSOIL IF SUBGRADE IS FROZEN, MUDDY, OR EXCESSIVELY WET. GRADE PLANTING AREAS TO A SMOOTH, UNIFORM SURFACE PLANE WITH LOOSE, UNIFORMLY FINE TEXTURE. GRADE TO WITHIN 0.05 FEET OF FINISHED GRADE ELEVATION.

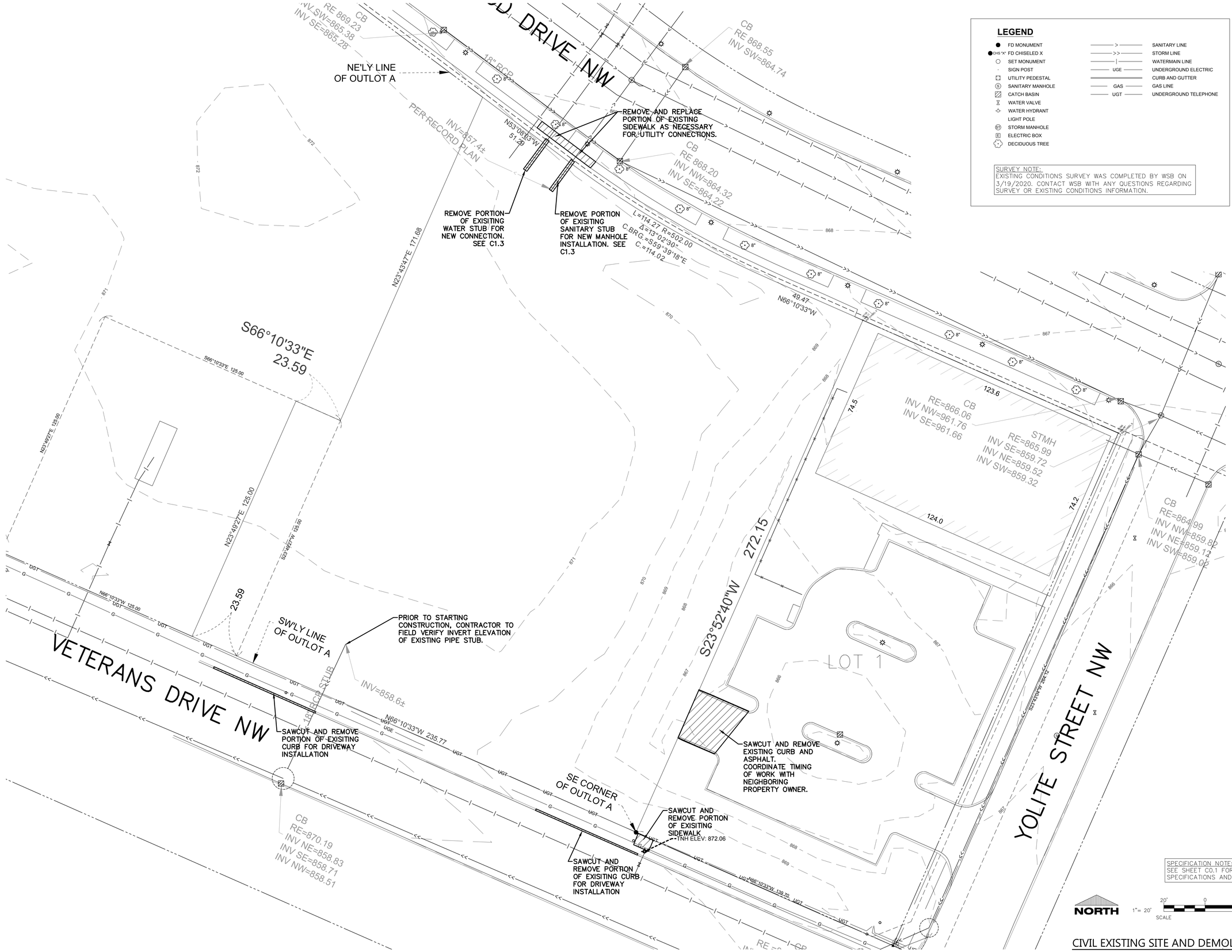
B. SEEDED LAWNS:
1. PERMANENT LAWN AREAS SHALL BE SEEDED WITH THE FOLLOWING MIXTURE: 65% KENTUCKY BLUEGRASS BLEND (2.0-2.6 LBS./1,000 S.F.), 20% PERENNIAL RYEGRASS (0.6-0.8 LBS./1,000 S.F.), 15% FINE FESCUE (0.4-0.6 LBS/1,000 S.F.). STRAW AND MULCH SHALL BE LAID AT 100LBS/1,000 S.F. FERTILIZE AS PER SOIL TEST OR APPLY 5-10-10 OR EQUIVALENT AT 20 LBS/1,000 S.F. SEE EROSION MATTING SPECIFICATIONS AS REQUIRED.
2. ALL PERMANENT AND TEMPORARY STORM WATER CONVEYANCE SWALE BOTTOMS AND SIDE SLOPES AS WELL AS STORMWATER MANAGEMENT BASIN BOTTOMS AND SIDE SLOPES SHALL BE SEEDED WITH THE FOLLOWING MIXTURE: 45% KENTUCKY BLUEGRASS (0.60 LBS./1000 S.F.), 40% CREEPING RED FESCUE (0.50 LBS./1,000 S.F.), AND 15% PERENNIAL RYEGRASS (0.20 LBS./1,000 S.F.). FERTILIZE AS PER SOIL TEST OR APPLY 5-10-10 OR EQUIVALENT AT 20 LBS/1,000 S.F. SEE EROSION MATTING SPECIFICATIONS AS REQUIRED.
3. ALL TEMPORARY SEEDING SHALL CONSIST OF THE FOLLOWING MIXTURE: 100% RYEGRASS AT 1.9 LBS./1,000 S.F. STRAW AND MULCH SHALL BE LAID AT 100 LBS./1,000 S.F. FERTILIZE AS PER SOIL TEST OR APPLY 5-10-10 OR EQUIVALENT AT 14 LBS./1,000 S.F. SEE EROSION MATTING SPECIFICATIONS AS REQUIRED.

C. SEEDED LAWN MAINTENANCE: CONTRACTOR TO PROVIDE MAINTENANCE OF ALL LANDSCAPING FOR A PERIOD OF 90 DAYS FROM THE DATE OF INSTALLATION. AT THE END OF THE MAINTENANCE PERIOD, A HEALTHY, IRRIGULARITIES, CLOSE STAND OF GRASS SHOULD BE ESTABLISHED FREE OF WEEDS AND SURFACE IRREGULARITIES. LAWN COVERAGE SHOULD EXCEED 90% AND BARE SPOTS SHOULD NOT EXCEED 5"X5". CONTRACTOR SHOULD REESTABLISH LAWNS THAT DO NOT COMPLY WITH THESE REQUIREMENTS AND CONTINUE MAINTENANCE UNTIL LAWNS ARE SATISFACTORY.

D. EROSION MATTING:
1. CONTRACTOR TO PROVIDE EROSION CONTROL MATTING (NORTH AMERICAN GREEN S150) OR EQUIVALENT ON ALL SLOPES THAT ARE 4:1 AND GREATER OUTSIDE OF STORMWATER CONVEYANCE SWALES AND STORMWATER MANAGEMENT BASINS.
2. CONTRACTOR TO PROVIDE EROSION MATTING (NORTH AMERICAN GREEN C125) OR EQUIVALENT IN ALL SWALE BOTTOMS AND SIDE SLOPES AS WELL AS STORMWATER MANAGEMENT BASIN BOTTOMS AND SIDE SLOPES AS REQUIRED.

E. TREES AND SHRUBS: FURNISH NURSERY-GROWN TREES AND SHRUBS WITH HEALTHY ROOT SYSTEMS DEVELOPED BY TRANSPLANTING OR ROOT PRUNING. PROVIDE WELL-SHAPED, FULLY BRANCHED, AND HEALTHY LOOKING STOCK. STOCK SHOULD ALSO BE FREE OF DISEASE, INSECTS, EGGS, LARVAE, AND DEFECTS SUCH AS KNOTS, SUN SCALD, INJURIES, ABRASIONS, AND DISFIGUREMENT. SEE THE LANDSCAPE PLAN FOR SPECIFIC SPECIE TYPE, SIZE, AND LOCATION.

F. TREE AND SHRUB INSTALLATION: EXCAVATE CIRCULAR PITS WITH SID



CIVIL EXISTING SITE AND DEMOLITION PLAN

SPECIFICATION NOTE:
SEE SHEET C0.1 FOR PLAN SPECIFICATIONS AND REQUIREMENTS

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COLLABORATION
BriMark Builders, LLC

PROJECT INFORMATION

NEW HOTEL FOR:
COBBLESTONE HOTEL AND SUITES
SUNWOOD DRIVE NW • RAMSEY, MINNESOTA

PROFESSIONAL SEAL

PRELIMINARY DATES
MAY 7, 2020

NOT FOR CONSTRUCTION

JOB NUMBER
1946540

SHEET NUMBER
C1.0

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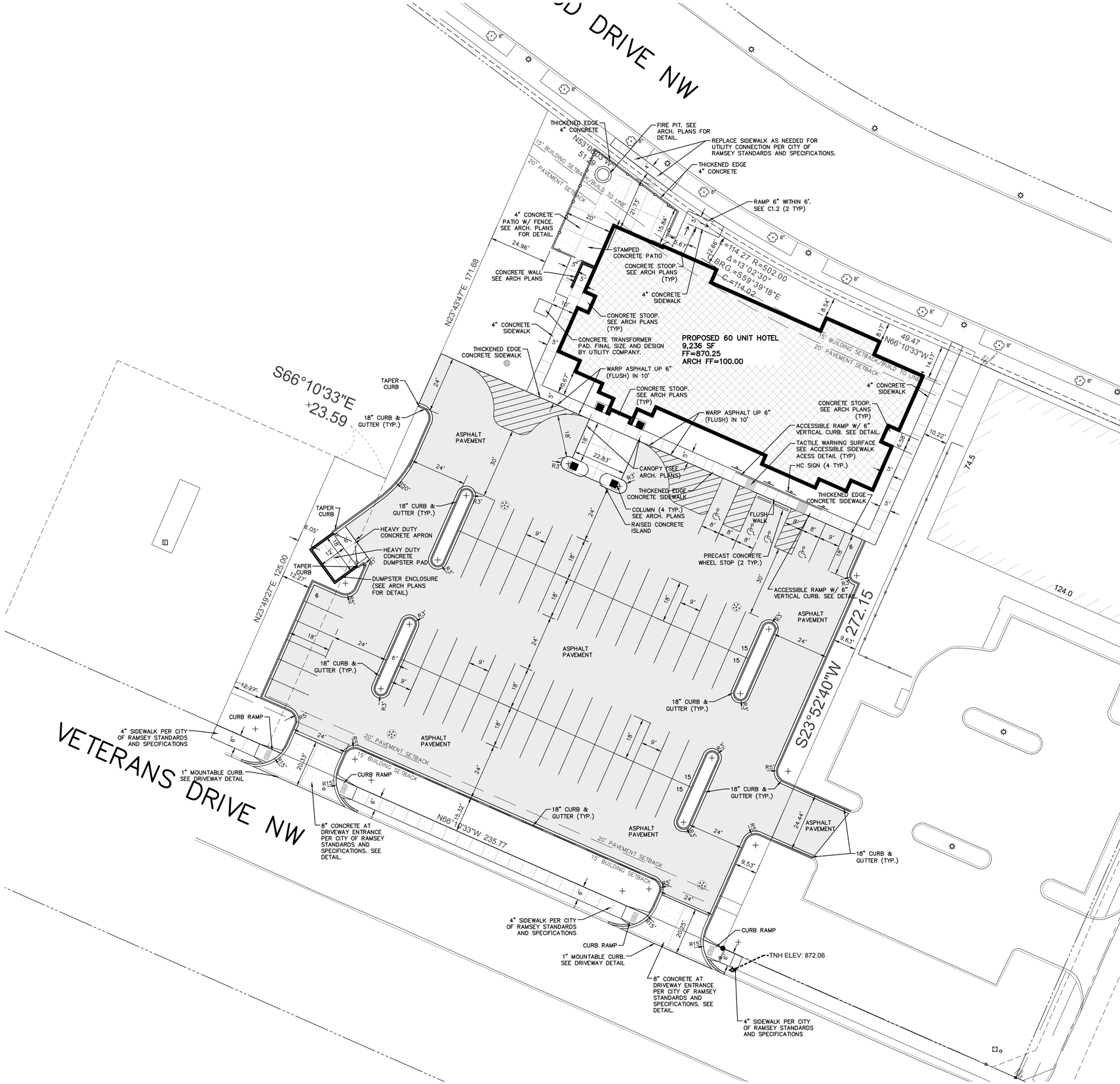

SITE INFORMATION:

PROPERTY AREA: AREA = 62,169 S.F. (1.427 ACRES).

EXISTING ZONING: CENTER OF RAMSEY (COR-2)

PROPOSED ZONING: CENTER OF RAMSEY (COR-2)

PROPOSED USE: HOTEL WITH RESTAURANT

AREA OF SITE DISTURBANCE: 1.51 AC

SETBACKS:
- BUILDING: FRONT = 15' (BUILD TO LINE; MIN 40% BLDG FACE WITHIN BUILD TO LINE; 52% PROVIDED WITHIN)
  SIDE = NONE
  STREET = 15'
- PAVEMENT: FRONT = 20'
  SIDE = NONE
  STREET = 20' (PARKING CAN ENCROACH IN COR-2)

PROPOSED BUILDING HEIGHT: 49' 6"

PARKING REQUIRED:
- RESTAURANT USE: 1 SPACE PER 2 SEATS (38 SPACES REQ.)
- HOTEL USE: NO CODIFIED PARKING REQ.
- REQUIREMENT: 38 SPACES MINIMUM

PARKING PROVIDED: 72 SPACES (4 H.C. ACCESSIBLE)

HANDICAP STALLS REQUIRED: 3, HANDICAP STALLS PROVIDED: 4

HOURS OF OPERATION: 24 HOURS

BUILDING OCCUPANCY CLASSIFICATION = R-1

CLASS OF BUILDING CONSTRUCTION = VA

EXISTING SITE DATA

	AREA (AC)	AREA (SF)	RATIO
PROJECT SITE	1.43	62,169	
BUILDING FLOOR AREA	0.00	0	0.0%
PAVEMENT (ASP. & CONC.)	0.00	0	0.0%
TOTAL IMPERVIOUS	0.00	0	0.0%
LANDSCAPE/ OPEN SPACE	1.43	62,169	100.0%

PROPOSED SITE DATA

	AREA (AC)	AREA (SF)	RATIO
PROJECT SITE	1.43	62,169	
BUILDING FLOOR AREA	0.21	9,236	14.9%
PAVEMENT (ASP. & CONC.)	0.87	38,042	61.2%
TOTAL IMPERVIOUS	1.09	47,278	76.0%
LANDSCAPE/ OPEN SPACE	0.34	14,891	24.0%

STANDARD PAVING OPTIONS:
BRIMARK STANDARD PAVING:
1) 4 INCHES ASPHALTIC CONCRETE OVER 6 INCHES CRUSHED AGGREGATE BASE.
2.) 5 INCHES REINFORCED CONCRETE PAVEMENT OVER 4" OF AGGREGATE BASE. PLACE # 3 REBAR AT 2' O.C. SPACING

GEOTECHNICAL REPORT PAVING RECOMMENDATIONS:
1.) GEOTECHNICAL REPORT: TBD

SPECIFICATION NOTE:
SEE SHEET C0.1 FOR PLAN SPECIFICATIONS AND REQUIREMENTS

NORTH

1"= 20' SCALE 20' 0 20' 40' FEET

CIVIL SITE PLAN

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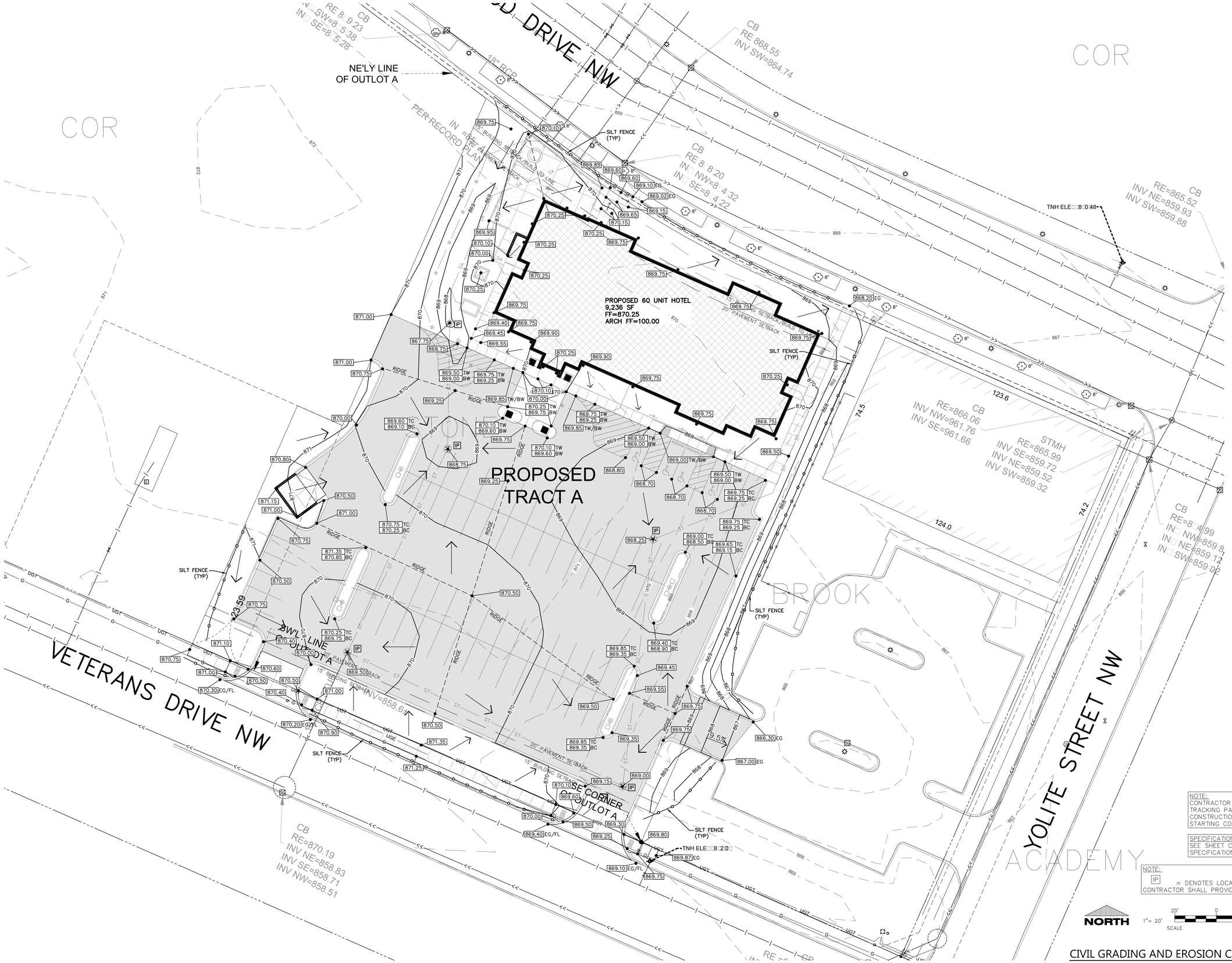

NOTE:
CONTRACTOR TO PROVIDE STONE TRACKING PAD AT LOCATION OF CONSTRUCTION ENTRANCE PRIOR TO STARTING CONSTRUCTION.

SPECIFICATION NOTE:
SEE SHEET C0.1 FOR PLAN SPECIFICATIONS AND REQUIREMENTS

NOTE:
IP = DENOTES LOCATIONS WHERE CONTRACTOR SHALL PROVIDE INLET PROTECTION.

NORTH

1"= 20'
SCALE
20' 0 20' 40'
FEET

CIVIL GRADING AND EROSION CONTROL PLAN

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BriMark Builders, LLC

PROJECT INFORMATION

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COBBLESTONE HOTEL AND SUITES

SUNWOOD DRIVE NW • RAMSEY, MINNESOTA

PROFESSIONAL SEAL

PRELIMINARY DATES

MAY 7, 2020

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CIVIL UTILITY PLAN

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PROJECT INFORMATION

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COBBLESTONE HOTEL AND SUITES

SUNWOOD DRIVE NW • RAMSEY, MINNESOTA

PROFESSIONAL SEAL

PRELIMINARY DATES
MAY 7, 2020

NOT FOR CONSTRUCTION

JOB NUMBER
1946540

SHEET NUMBER
C1.3

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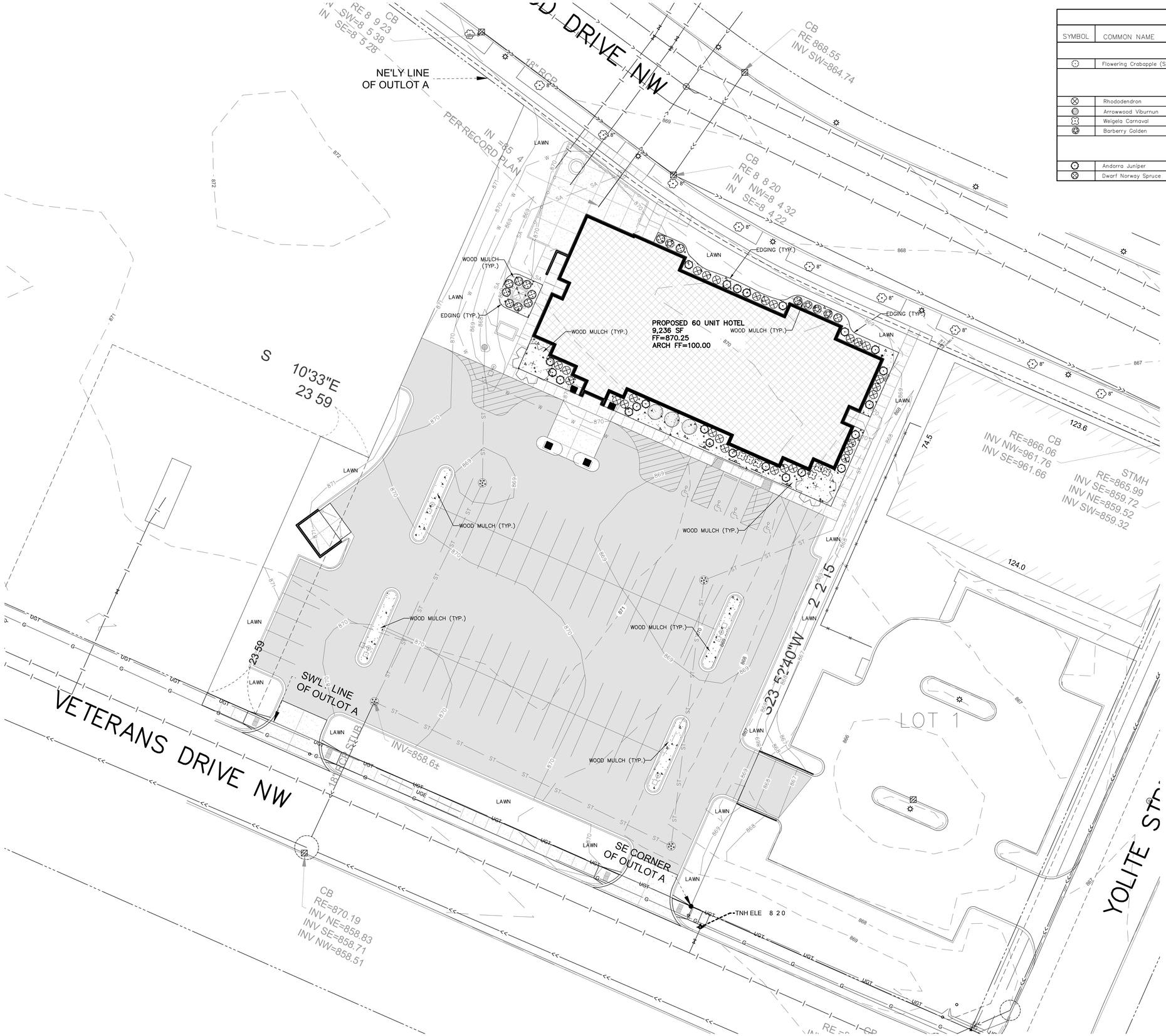
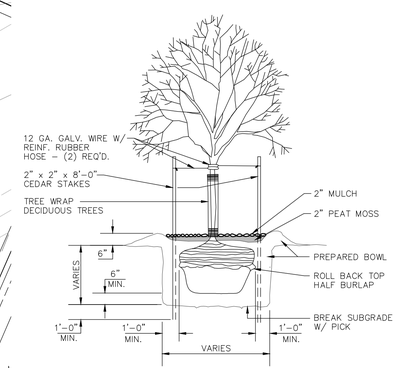
LANDSCAPING NOTES

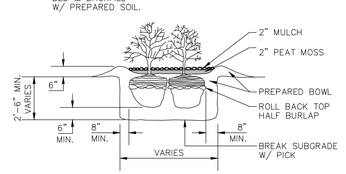
SYMBOL	COMMON NAME	BOTANICAL NAME	PLANTED SIZE	QUANTITY
	DECIDUOUS TREES			
	Flowering Crabapple (Spring Snow)	Malus x hybrid (Spring Snow)	2"	2
	DECIDUOUS SHRUBS			
	Rhododendron	Rhodendron haaga	15"–18"	27
	Arrowwood Viburnun	Viburnum dentatum	30"–36"	6
	Weigela Carnaval	Weigela Florida 'courtalor'	24"	6
	Barberry Golden	Berberis thunbergii aurea	24"	4
	EVERGREEN SHRUBS			
	Andorra Juniper	Juniperus horizontalis 'Plumosa'	12"–15""	23
	Dwarf Norway Spruce	Picea abies 'Pumila'	2'	12





TREE PLANTING DETAIL
NO SCALE

NOTE:
FOR MASS PLANTINGS EXCAVATE ENTIRE BED & BACKFILL W/ PREPARED SOIL.



SHRUB PLANTING DETAIL
NO SCALE

NORTH
1"= 20'
20' 0 20' 40'
SCALE FEET

CIVIL LANDSCAPE AND RESTORATION PLAN

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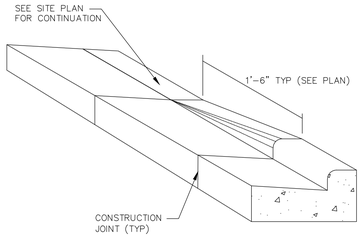
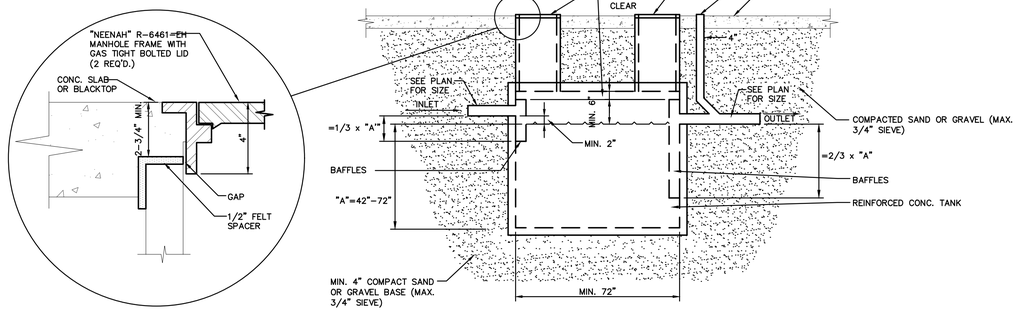
EXTERIOR GREASE INTERCEPTOR SCHEDULE (G.I.)

	NO.	MAT'L	LENGTH (INCHES)	WIDTH (INCHES)	HEIGHT (INCHES)	LIQUID LEVEL (INCHES)	CAPACITY (GAL.)	INLET & OUTLET SIZE	MANHOLES	APPROX. COVER DEPTH	MODEL	REMARKS
	1	PRECAST	120	82	53	41	1259	4"	SEE DETAIL	3'	WLP1250-P	"WIESER"

– ACCEPTABLE MANUFACTURERS: WEISER.

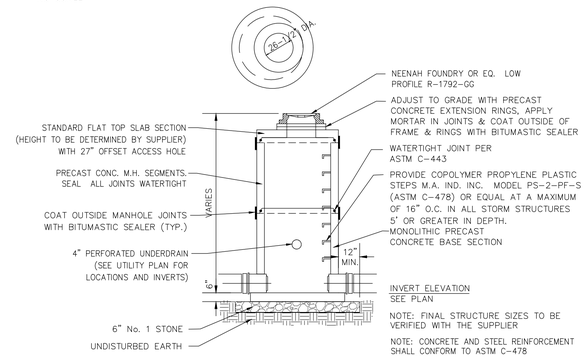
GREASE INTERCEPTOR CALCULATIONS	
S= NUMBER OF SEATS	91
H= HOURS OPERATION PER DAY	12
A= APPLIANCE FACTOR	1
REQUIRED CAPACITY	S x H x A
REQUIRED CAPACITY	1092



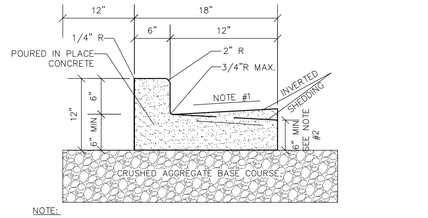


EXTERIOR GREASE INTERCEPTOR
NO SCALE

TAPER CURB DETAIL
NO SCALE

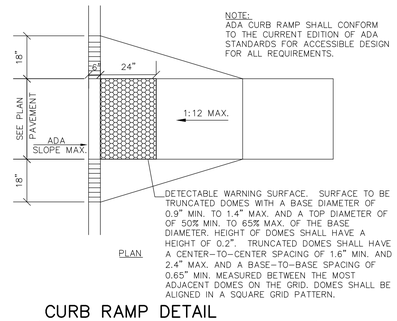


CATCH BASIN DETAIL
NO SCALE

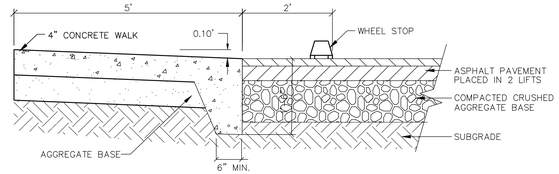


NOTE:
1. USE 4% GUTTER CROSS SLOPE UNLESS OTHERWISE NOTED IN THE PLANS.
2. THE BOTTOM OF CURB AND GUTTER MAY BE CONSTRUCTED EITHER LEVEL OR PARALLEL TO THE SLOPE OF THE SUBGRADE OR BASE AGGREGATE PROVIDED A 6" MIN. GUTTER THICKNESS IS MAINTAINED.
3. SEE SITE PLAN & GRADING PLAN FOR INVERTED & SHEDDING CURB LOCATIONS

18" CONCRETE CURB & GUTTER DETAIL
NO SCALE

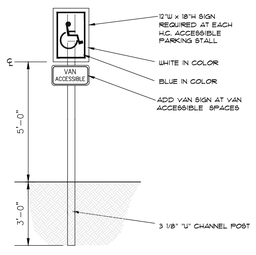


CURB RAMP DETAIL
NO SCALE

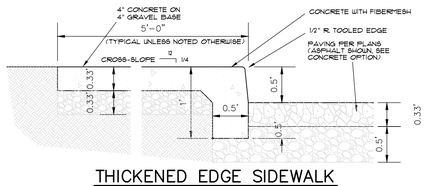


PARKING/WALK DETAIL
NO SCALE

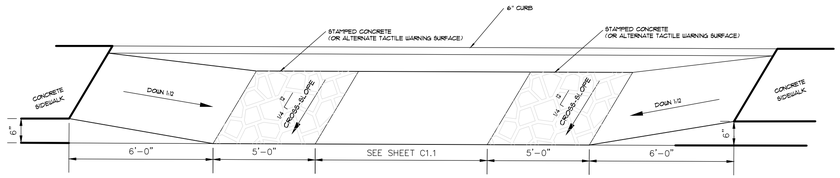
LIGHT POLE BASE
NOT TO SCALE



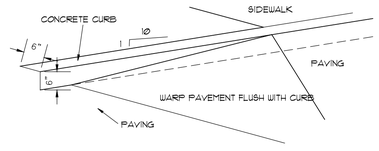
HANDICAP SIGN
NOT TO SCALE



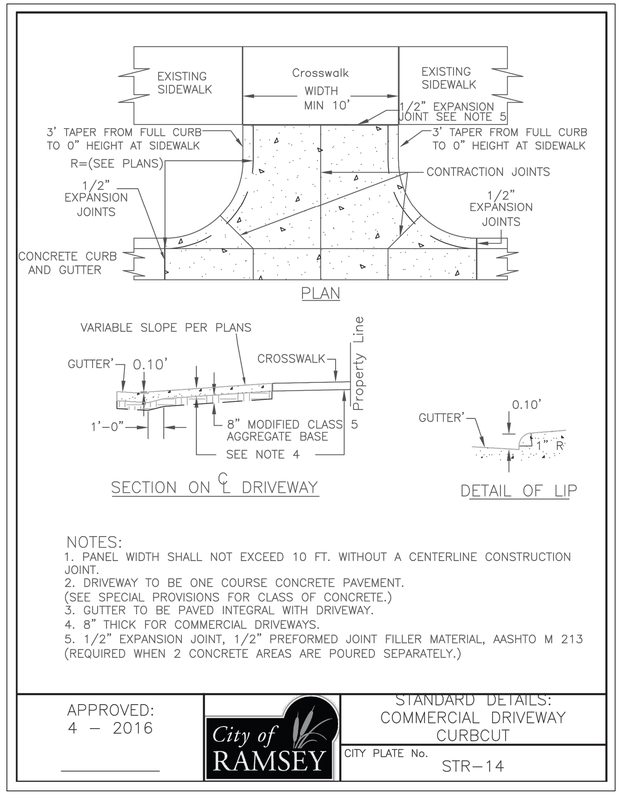
THICKENED EDGE SIDEWALK
NOT TO SCALE



ACCESSIBLE SIDEWALK ACCESS
NOT TO SCALE



PAVING BELOW CANOPY
NOT TO SCALE



NOTES:
1. PANEL WIDTH SHALL NOT EXCEED 10 FT. WITHOUT A CENTERLINE CONSTRUCTION JOINT.
2. DRIVEWAY TO BE ONE COURSE CONCRETE PAVEMENT. (SEE SPECIAL PROVISIONS FOR CLASS OF CONCRETE.)
3. GUTTER TO BE PAVED INTEGRAL WITH DRIVEWAY.
4. 8" THICK FOR COMMERCIAL DRIVEWAYS.
5. 1/2" EXPANSION JOINT, 1/2" PREFORMED JOINT FILLER MATERIAL, AASHTO M 213 (REQUIRED WHEN 2 CONCRETE AREAS ARE POURED SEPARATELY.)

APPROVED:
4 – 2016

City of RAMSEY

STANDARD DETAILS: COMMERCIAL DRIVEWAY CURBCUT

CITY PLATE No. STR-14

CIVIL DETAILS

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Phone: (920) 926-9800
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COLLABORATION

BriMark Builders, LLC

PROJECT INFORMATION

NEW HOTEL FOR:
COBBLESTONE HOTEL AND SUITES
SUNWOOD DRIVE NW • RAMSEY, MINNESOTA

PROFESSIONAL SEAL

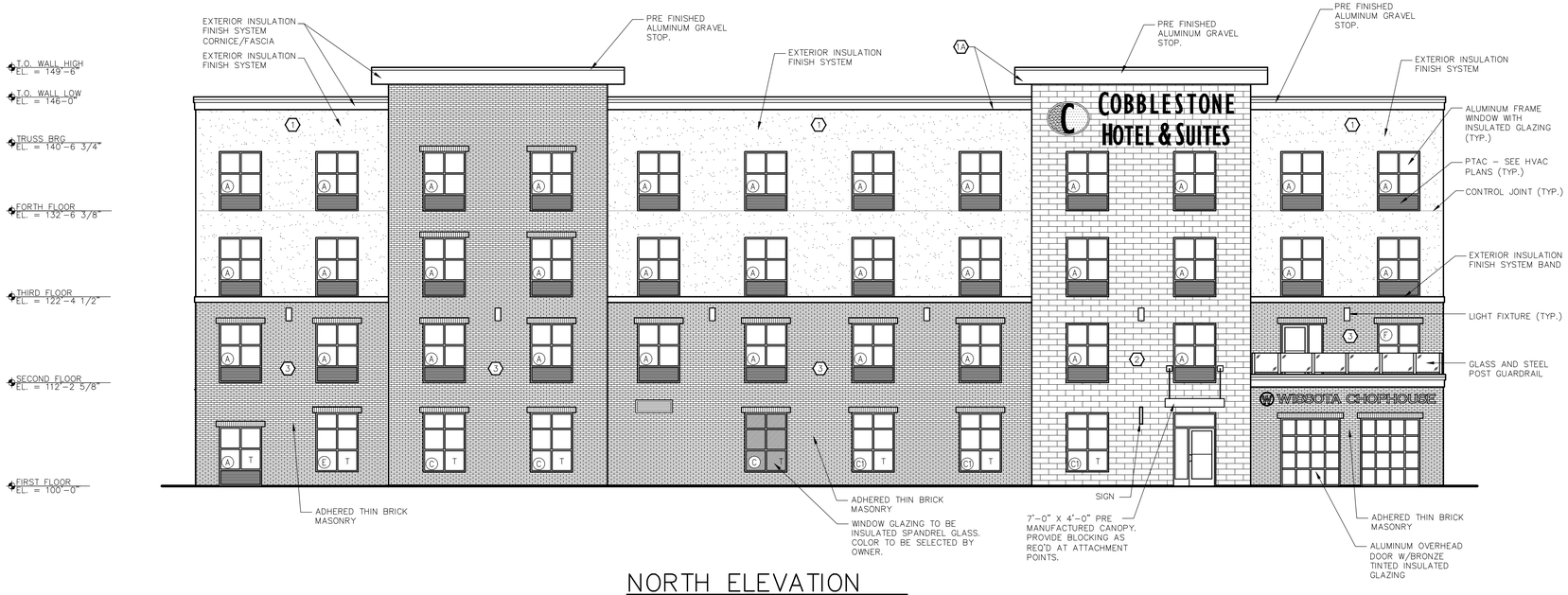
PRELIMINARY DATES
MAY 7, 2020

NOT FOR CONSTRUCTION

JOB NUMBER
1946540

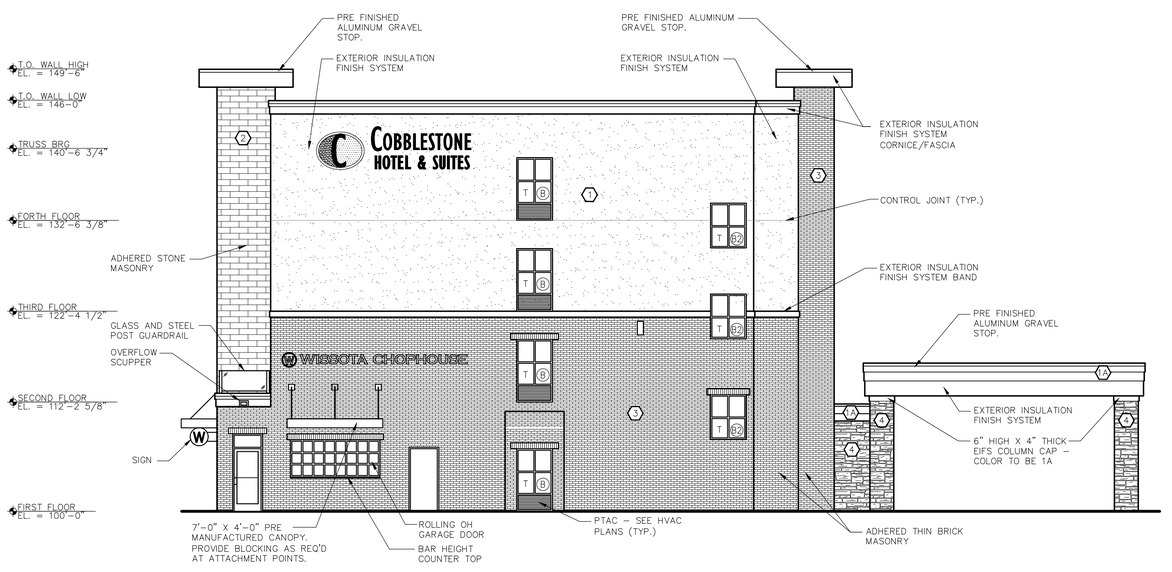
SHEET NUMBER
C2.0

2019 © EXCEL ENGINEERING, INC.



NORTH ELEVATION

SCALE: 1/8" = 1'-0"



WEST ELEVATION

SCALE: 1/8" = 1'-0"

EXTERIOR COLORS		
EIFS COLOR #1	1	TOTAL WALL, NATURAL SILK #2060
EIFS COLOR #2	1A	TOTAL WALL, CUSTOM DARK BROWN TO MATCH ROOF COPING
DIMENSIONAL SLATE	2	CENTURION, #893 DIM-STATE 12x24 COLOR #121 SAND
BRICK	3	THIN BRICK BY MCNEAR BRICK AND BLOCK-COMMERCIAL SERIES SIENNA WIRE-CUT
STONE	4	CENTURION BUCKS COUNTY (RUBBLE)
STONE	5	CENTURION, MULTI-LEDGE #146 COLOR #587 CARBONDALE

WINDOW SCHEDULE

SYM.	MAT'L	DESCRIPTION	ROUGH OPENING UNIT SIZE W.xH.
A	ALUMINUM	FIXED WINDOW	UNIT: (1) 5'-0" X 5'-0" + PTAC GRILLE
B	ALUMINUM	FIXED WINDOW	UNIT: (1) 4'-0" X 5'-0" + PTAC GRILLE
B2	ALUMINUM	FIXED WINDOW	UNIT: (1) 4'-0" X 5'-0" NO PTAC GRILLE
C	ALUMINUM	FIXED WINDOW	UNIT: (1) 5'-0" X 7'-0" NO PTAC GRILLE
C1	ALUMINUM	FIXED WINDOW W/ BRONZE TINTED GLAZING	UNIT: (1) 5'-0" X 7'-0" NO PTAC GRILLE
D	ALUMINUM	FIXED WINDOW	UNIT: (1) 4'-0" X 7'-0" NO PTAC GRILLE
E	ALUMINUM	SLIDER WINDOW	UNIT: (1) 5'-0" X 5'-0" + PTAC GRILLE
F	ALUMINUM	FIXED WINDOW	UNIT: (1) 5'-0" X 5'-0" NO PTAC GRILLE

- PER IBC 2406.3.6 SAFETY GLAZING ADJACENT TO A DOOR WHERE THE NEAREST EXPOSED EDGE OF THE GLAZING IS WITHIN 24"
- WINDOW MANUFACTURER SHALL REVIEW WINDOW LOCATIONS AND PROVIDE SAFETY GLAZING IN ALL LOCATIONS REQUIRED BY IBC CHAPTER 24.
- WINDOW COLOR: QUAKER TRADITIONAL SERIES T200, DARK BRONZE (TYP.)

EXTERIOR ELEVATIONS

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COLLABORATION
BriMark Builders, LLC

PROJECT INFORMATION

COBBLESTONE HOTEL AND SUITES

NEW HOTEL FOR:
SUNWOOD DRIVE NW • RAMSEY, MINNESOTA

PROFESSIONAL SEAL

PRELIMINARY DATES
APR. 2, 2020

NOT FOR CONSTRUCTION

JOB NUMBER
1946540

SHEET NUMBER
A2.0

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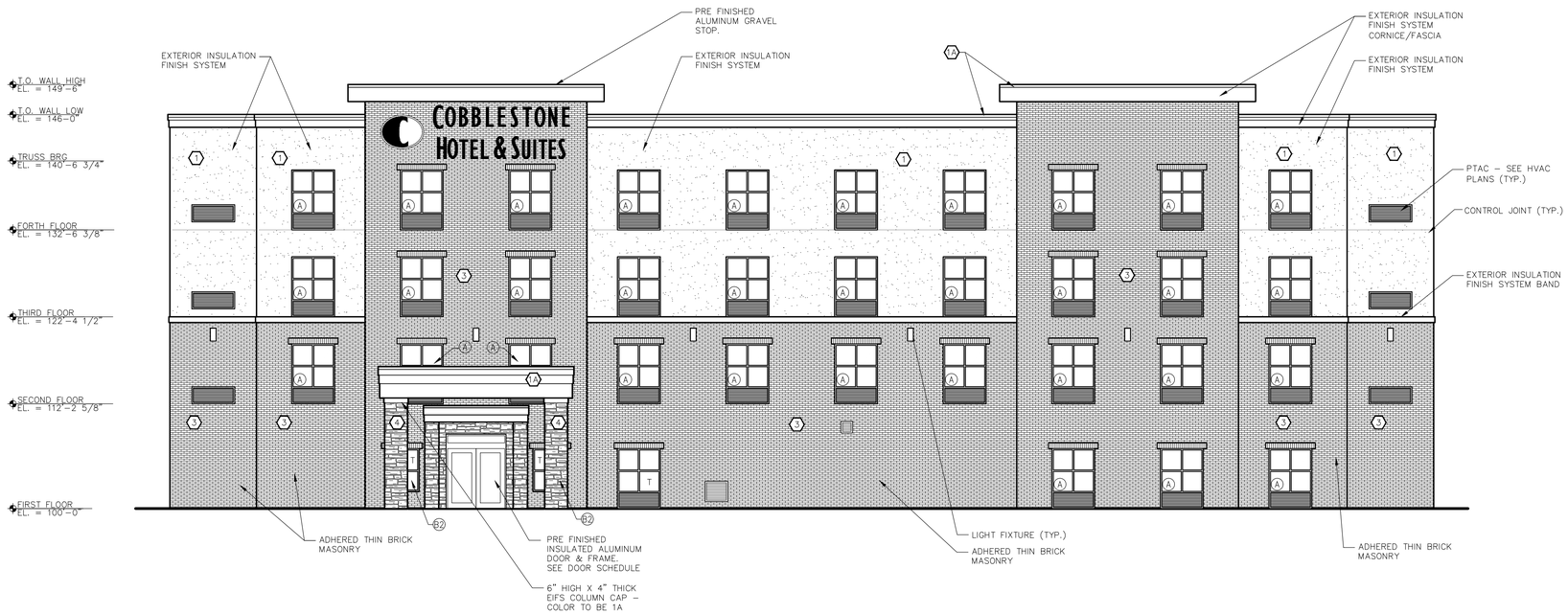
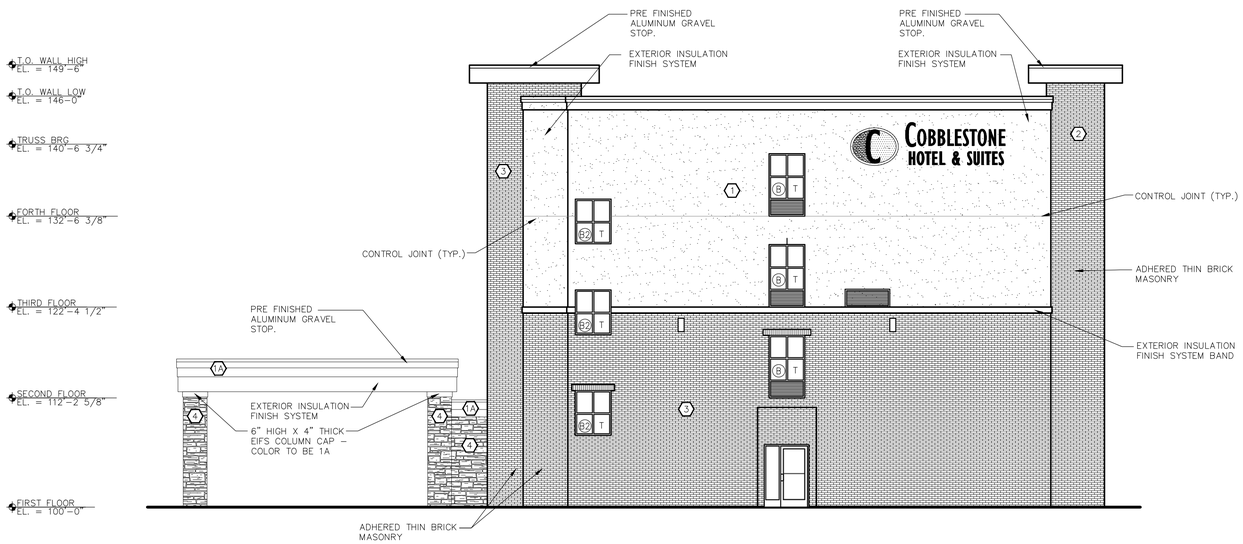


SOUTH ELEVATION

SCALE: 1/8" = 1'-0"



EAST ELEVATION

SCALE: 1/8" = 1'-0"

EXTERIOR COLORS		
EIFS COLOR #1	1	TOTAL WALL, NATURAL SILK #2060
EIFS COLOR #2	1A	TOTAL WALL, CUSTOM DARK BROWN TO MATCH ROOF COPING
DIMENSIONAL SLATE	2	CENTURION, #893 DIM-STATE 12x24 COLOR #121 SAND
BRICK	3	THIN BRICK BY MCNEAR BRICK AND BLOCK-COMMERCIAL SERIES SIENNA WIRE-CUT
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B	ALUMINUM	FIXED WINDOW	UNIT: (1) 4'-0" X 5'-0" + PTAC GRILLE
B2	ALUMINUM	FIXED WINDOW	UNIT: (1) 4'-0" X 5'-0" NO PTAC GRILLE
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EXTERIOR ELEVATIONS

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BriMark Builders, LLC

PROJECT INFORMATION

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COBBLESTONE HOTEL AND SUITES
SUNWOOD DRIVE NW • RAMSEY, MINNESOTA

PROFESSIONAL SEAL

PRELIMINARY DATES
APR. 2, 2020

NOT FOR CONSTRUCTION

JOB NUMBER
1946540

SHEET NUMBER
A2.1

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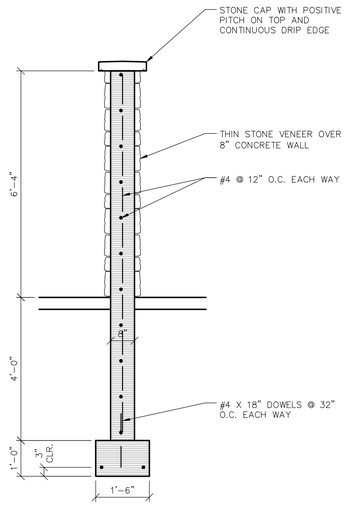
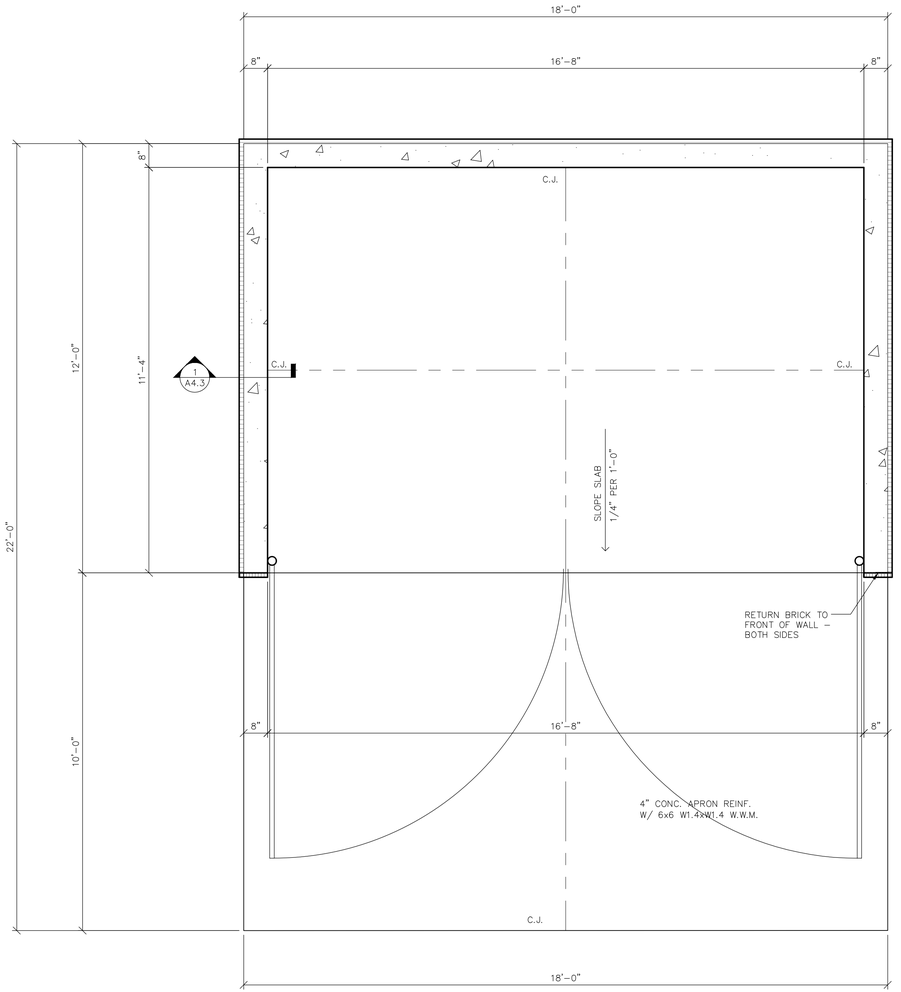


SECTION AT PATIO WALL

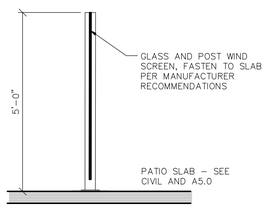
3 / A4.3

SCALE: 3/4" = 1'-0"



FLOOR PLAN – DUMPSTER

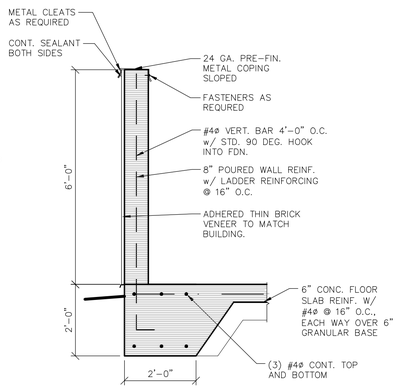
SCALE: 1/2" = 1'-0"



SECTION AT PATIO RETAINING WALL

2 / A4.3

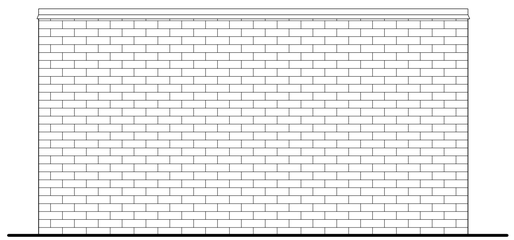
SCALE: 1/2" = 1'-0"



SECTION

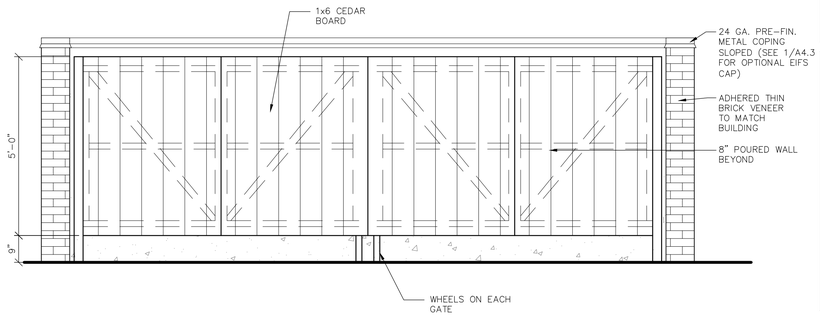
1 / A4.3

SCALE: 1/2" = 1'-0"



SIDE ELEVATION – DUMPSTER

SCALE: 1/2" = 1'-0"



FRONT ELEVATION – DUMPSTER

SCALE: 1/2" = 1'-0"

BUILDING DETAILS

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COLLABORATION
BriMark Builders, LLC

PROJECT INFORMATION

NEW HOTEL FOR:

COBBLESTONE HOTEL AND SUITES

SUNWOOD DRIVE NW • RAMSEY, MINNESOTA

PROFESSIONAL SEAL

PRELIMINARY DATES

APR. 2, 2020

NOT FOR CONSTRUCTION

JOB NUMBER

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SHEET NUMBER

A4.3

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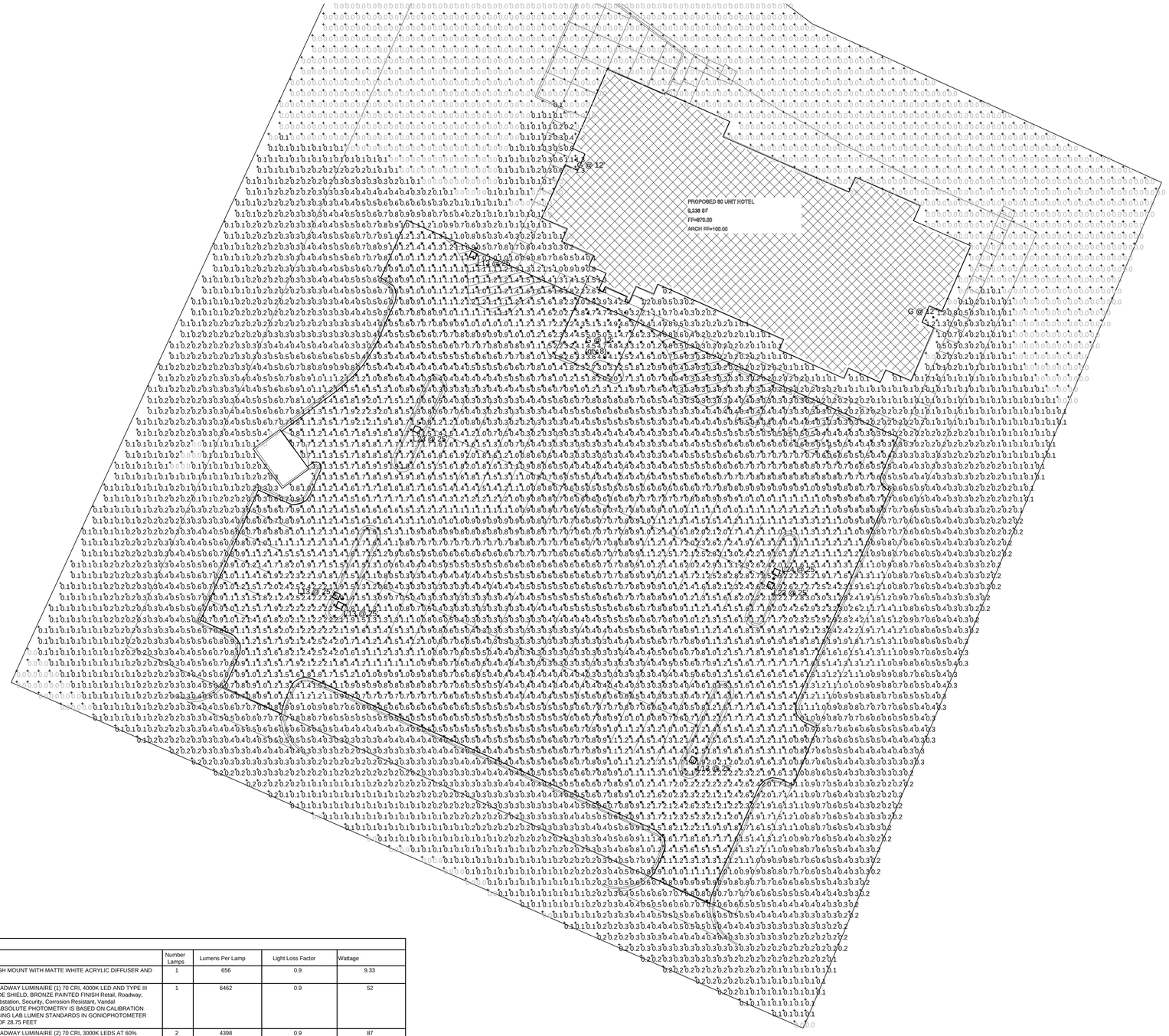

Schedule								
Label	Quantity	Manufacturer	Catalog Number	Description	Number Lamps	Lumens Per Lamp	Light Loss Factor	Wattage
G	10	Lithonia Lighting	FMML 7 840	7" VERSI-LITE LED FLUSH MOUNT WITH MATTE WHITE ACRYLIC DIFFUSER AND 4000K LEDS	1	656	0.9	9.33
L13	4	EATON - LUMARK (FORMER COOPER LIGHTING)	PRV-C15-D-UNV-T3-BZ-HSS	PREVAIL AREA AND ROADWAY LUMINAIRE (1) 70 CRI, 4000K LED AND TYPE III OPTIC WITH HOUSE SIDE SHIELD, BRONZE PAINTED FINISH Retail, Roadway, Sidewalk, Site, Street, Substation, Security, Corrosion Resistant, Vandal Resistant, Wet Location ABSOLUTE PHOTOMETRY IS BASED ON CALIBRATION FACTORS CREATED USING LAB LUMEN STANDARDS IN GONIOPHOTOMETER WITH TEST DISTANCE OF 28.75 FEET	1	6462	0.9	52
L23	2	EATON - LUMARK (FORMER COOPER LIGHTING)	PRV-A25-D-UNV-T3-BZ-7030-HSS	PREVAIL AREA AND ROADWAY LUMINAIRE (2) 70 CRI, 3000K LEDS AT 60% STANDARD LUMENS AND TYPE III OPTICS WITH HOUSE SIDE SHIELD, BRONZE PAINTED FINISH ABSOLUTE PHOTOMETRY IS BASED ON CALIBRATION FACTORS CREATED USING LAB LUMEN STANDARDS IN GONIOPHOTOMETER WITH TEST DISTANCE OF 28.75 FEET	2	4398	0.9	87
L24	1	EATON - LUMARK (FORMER COOPER LIGHTING)	PRV-A25-D-UNV-T4-BZ-7030-HSS	PREVAIL AREA AND ROADWAY LUMINAIRE (2) 70 CRI, 3000K LEDS AT 60% STANDARD LUMENS AND TYPE IV OPTICS WITH HOUSE SIDE SHIELD, BRONZE PAINTED FINISH ABSOLUTE PHOTOMETRY IS BASED ON CALIBRATION FACTORS CREATED USING LAB LUMEN STANDARDS IN GONIOPHOTOMETER WITH TEST DISTANCE OF 28.75 FEET	2	4388	0.9	87

Statistics						
Description	Symbol	Avg	Max	Min	Max/Min	Avg/Min
Parking	+	1.1 fc	5.1 fc	0.2 fc	25.5:1	5.5:1
Site	+	0.5 fc	5.1 fc	0.0 fc	N/A	N/A

NORTH

SITE PLAN

SCALE: 1" = 20'

20' 0 20' 40'

ELECTRICAL SITE PLAN

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COLLABORATION

BriMark Builders, LLC

PROJECT INFORMATION

COBBLESTONE HOTEL AND SUITES

NEW HOTEL FOR:
SUNWOOD DRIVE NW • RAMSEY, MINNESOTA

PROFESSIONAL SEAL

PRELIMINARY DATES

MAY 7, 2020

NOT FOR CONSTRUCTION

JOB NUMBER

1946540

SHEET NUMBER

E2.1

2019 © EXCEL ENGINEERING, INC.

DRAFT - FINAL PLAT - 2020-06-04

COBBLESTONE ADDITION

CITY OF RAMSEY
COUNTY OF ANOKA
SEC. 28, T. 32, R. 25

KNOW ALL PERSONS BY THESE PRESENTS: That the City of Ramsey, a Minnesota municipal corporation, owner of the following described property:

Outlot A, COR STONE BROOK ACADEMY, Anoka County, Minnesota.

Has caused the same to be surveyed and platted as COBBLESTONE ADDITION, and does hereby dedicate the easements as shown on this plat for drainage and utility purposes only.

In witness whereof said City of Ramsey, a Minnesota municipal corporation, has caused these presents to be signed by its proper officer this _____ day of _____, 20____.

SIGNED: City of Ramsey

By: _____ Mayor By: _____ Clerk

STATE OF MINNESOTA
COUNTY OF _____

The foregoing instrument was acknowledged before me this _____ day of _____, 20____, by _____ , as Mayor and _____ , as Clerk of City of Ramsey, a Minnesota municipal corporation, on behalf of the corporation.

_____ _____
Notary Public, _____ County, Minnesota Notary Printed Name
My Commission Expires_____

I Jeremy R. Honga 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____.

_____
Jeremy R. Honga, Licensed Land Surveyor,
Minnesota License No. 58013

STATE OF MINNESOTA
COUNTY OF _____

The foregoing instrument was acknowledged before me this _____ day of _____, 20____, by Jeremy R. Honga, a Licensed Land Surveyor.

_____ _____
Notary Public, _____ County, Minnesota Notary Printed Name
My Commission Expires_____

RAMSEY, MINNESOTA

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

City Council, Shorewood, Minnesota

By: _____ Mayor By: _____ Clerk

COUNTY SURVEYOR, Anoka County, Minnesota

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

By: _____
Anoka County Surveyor

COUNTY AUDITOR/TREASURER, Anoka County, Minnesota

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

_____ By: _____, Deputy
Property Tax Administrator

COUNTY RECORDER/REGISTRAR OF TITLES, Anoka County, Minnesota

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

_____ By: _____, Deputy
County Recorder/Registrar of Titles

DRAINAGE AND UTILITY EASEMENTS ARE SHOWN THUS:

BEING 5 FEET IN WIDTH, UNLESS OTHERWISE INDICATED, AND ADJOINING LOT LINES, AND 10 FEET IN WIDTH, UNLESS OTHERWISE INDICATED, AND ADJOINING RIGHT-OF-WAY LINES, AS SHOWN ON THE PLAT.

○ DENOTES 1/2 INCH X 14 INCH IRON MONUMENT SET AND MARKED BY LICENSE NO. 58013.

● DENOTES FOUND MONUMENT, AS NOTED.

THE SOUTH LINE OF OUTLOT A, COR STONE BROOK ACADEMY, IS ASSUMED TO HAVE A BEARING OF N66°10'33"W.

wsb

PLANNING COMMISSION
CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA

The Ramsey Planning Commission conducted a regular meeting on Thursday, June 4, 2020, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present:	Chairperson Randy Bauer Commissioner Bruce Anderson Commissioner Cheri Gengler Commissioner Torrey Johnson Commissioner Eric Peters Commissioner Gary VanScoy Commissioner Matt Woestehoff
Members Absent:	None
Also Present:	Senior Planner Chloe McGuire Brigl Deputy City Administrator Tim Gladhill City Planner Chris Anderson City Council Liaison Debra Musgrove

1. CALL TO ORDER

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

Deputy City Administrator Gladhill read a statement related to the COVID-19 pandemic and local state of emergency. In declaring this Local State of Emergency, the City of Ramsey has determined that in person meetings and meetings conducted under Minnesota Statutes Section 13D.02 are not practical or prudent because of the declared health pandemic emergency.

2. CITIZEN INPUT

None.

3. APPROVAL OF AGENDA

Motion by Commissioner Peters, seconded by Commissioner Woestehoff, to approve the agenda as presented.

A roll call vote was performed:

Commissioner Peters	aye
Commissioner Woestehoff	aye

Chairperson Bauer aye
Commissioner Johnson aye
Commissioner Anderson aye
Commissioner Gengler aye
Commissioner VanScoy aye

Motion Carried.

4. CONSENT AGENDA

4.01: Approve the May 7, 2020 Planning Commission Meeting Minutes
4.02: Receive Update on Trott Brook and Hunt Property Cases from City Staff
4.03: Receive Update on Proposed Site Plan for RGH Ramsey/Rob Hardy/Sunwood Retail

Motion by Commissioner Woestehoff, seconded by Commissioner Peters, to approve the consent agenda as presented.

A roll call vote was performed:

Commissioner Peters aye
Commissioner Woestehoff aye
Chairperson Bauer aye
Commissioner Johnson aye
Commissioner Anderson aye
Commissioner Gengler aye
Commissioner VanScoy aye

Motion Carried.

5. PUBLIC HEARINGS/COMMISSION BUSINESS

5.01: Public Hearing: Consider Request for an Amended Conditional Use Permit for the Property Located at 6750 Highway 10 NW (Project No. 20-108); Case of 22 Properties, LLC

Public Hearing

Chairperson Bauer called the public hearing to order at 7:07 p.m.

Presentation

City Planner Anderson presented the staff report stating staff recommends approval of Resolution #20-101 granting an Amended Conditional Use Permit for 6750 Highway 10 NW that extends the deadlines to complete the required paving upgrades. Due to the economic

impact related to COVID-19, it does seem reasonable to approve an extension to the timeframes for completing the paving improvements on the subject property. This also aides in bringing the subject property into compliance with the lighting and signage standards.

Citizen Input

Dave Evenson, applicant, thanked the Commission for considering his request. He confirmed that he does not have issues with bringing the signage or lighting items into compliance. He asked the date those items would need to come into compliance.

City Planner Anderson replied that the temporary signage would need to be removed within 30 days of the approval of the amended CUP and the lighting would need to be addressed within 90 days after the approval of the amended CUP.

Motion by Commissioner Johnson, seconded by Commissioner Peters, to close the public hearing.

A roll call vote was performed:

Commissioner Johnson	aye
Chairperson Bauer	aye
Commissioner Woestehoff	aye
Commissioner Peters	aye
Commissioner Anderson	aye
Commissioner Gengler	aye
Commissioner VanScoy	aye

Motion Carried.

Chairperson Bauer closed the public hearing closed at 7:17 p.m.

Commission Business

Motion by Commissioner VanScoy, seconded by Commissioner Anderson, to recommend that City Council adopt Resolution #20-101 approving an Amended Conditional Use Permit for Diamond Auto at 6750 Highway 10 NW.

A roll call vote was performed:

Commissioner Woestehoff	aye
Commissioner Peters	aye
Commissioner Johnson	aye
Chairperson Bauer	aye
Commissioner Anderson	aye
Commissioner Gengler	aye

Commissioner VanScoy aye

Motion Carried.

5.02: Public Hearing: Consider Resolution #20-114 Approving Preliminary Plat for Hampton Homes (Project #19-140): Case of Platinum Land LLC

Public Hearing

Chairperson Bauer called the public hearing to order at 7:19 p.m.

Presentation

City Planner Anderson presented the staff report stating that staff recommends approval of the Preliminary Plat with one or more of the following contingencies:

- Compliance with the Staff Review Comments
- Completion of a noise study prior to final action by the City Council
- Incorporation of northbound and southbound turn lanes on Nowthen Boulevard at 146th Avenue

City Planner Anderson stated that this would help address the concerns that have been raised both by the public (traffic) as well as Anoka County (noise). The Preliminary Plat does address the other major concern which was tree preservation and density transitioning. The subject property is zoned and guided for the proposed product and density. Based on the feedback over the years concerning Nowthen Boulevard and public comments specific to this project regarding traffic, staff supports this alternative with all three contingencies.

Chairperson Bauer asked why the developer would be made to pay for the turn lanes when there are more residents outside of the development causing the problems with traffic at the intersection.

City Planner Anderson replied that Nowthen Boulevard has been identified as a concern and there will be a corridor study done in 2020 or 2021 to review the improvements that could be made throughout the corridor. He stated that project will add additional vehicular traffic to the road, and this is an opportunity to start to address some of the concerns with the roadway.

Chairperson Bauer stated that he understands the concern but asked why that would be an expense of the developer and not the City.

Deputy City Administrator Gladhill stated that when there is an increase in demand because of a new project, the improvement is the responsibility of the developer. He stated that because this is a County road, the City could not assess any other properties other than this property because of the right-of-way. He stated that there are safety issues on Nowthen Boulevard that need, and should be addressed, noting that if the Commission believes that the City should cost share a portion of the improvement that recommendation could be made.

Chairperson Bauer stated that he previously lived north of the intersection and even at that time, two years ago, there was an issue with the turning traffic at that intersection and vehicles bypassing on the shoulder. He stated that this is a problem that has existed for years and therefore while he believes that this improvement is needed, he does not believe that this is the responsibility of the developer.

Citizen Input

Craig Yokum, representing the applicant, stated that they appreciate the residents and the City's concern with the intersection and turn lanes. He stated that while he does not disagree that the area would benefit from turn lanes, it would not be fair to place that improvement on this project which is four developable acres and would cause the project to be cost prohibitive. He stated that the developer would be willing to pay their share for the improvement, but it would not be fair to place the entire cost upon this development.

Commissioner VanScoy asked the percentage the developer would feel comfortable contributing to the improvement.

Mr. Yokum stated that he had not completed the calculations but suggested perhaps 20 percent, noting that this parcel would be about 10 percent of the area using the turn lane and 20 percent of the traffic.

Chairperson Bauer asked if staff is aware of the cost to make the improvement.

Deputy City Administrator Gladhill stated that cost is not yet known. He stated that the Commission could state that they would support the turn lane improvement with the developer paying their pro rata share.

Elena Hunter, 14628 Helium Street NW, stated that the City really does need to look at Nowthen Boulevard and the turn lanes. She stated that she fears that this would get to the situation where the City refuses to fund a portion of the improvement as a cost-share which would push the project years down the line. She commented that intersection is a dangerous area and adding additional homes and traffic in that area will only increase the problem further as that would be the only way into the neighborhood. She stated that the turn lanes are needed but recognized that it will be a matter of who pays for the improvement. She hoped that the City and developer could come to an agreement and would like to see the improvement installed as a part of the project. She thanked the developer for incorporating suggestions that were made with the landscaping and buffering.

Chad Lindgrun, 5561 145th Circle NW, stated that the developer has listened to the concerns and worked hard to incorporate the suggestions. He stated that the turn lane is essential, whether it was caused by existing traffic or this project, this is an opportunity to complete the improvement. He stated that the use of the trail will change and there will need to be something done at 146th. He referenced the noise study, stating that there is not a lot of room to complete something if that

is needed. He hoped that the results of the study would be known soon to ensure something could be included in the project, if needed. He appreciated the developer hearing the concerns but commented that it is unfortunate that this is the second meeting the developer has been unable to attend.

Mandy Earlenson, 5640 146th Avenue NW, stated that she appreciates that representatives from the applicant are participating in the meeting but shared the concern that this is the second meeting that the developer has not participated in. She stated that seems to send the message that the developer is not concerned with the comments of the residents. She echoed the comments that have been made by the previous residents. She stated that she is very concerned with the increase in traffic and safety concerns. She stated that she is also concerned with the noise, noting that her biggest concern would be that the noise is not mitigated and would prevent people from wanting to purchase the townhomes. She stated that concern was brought forward by multiple residents at the meeting in February. She commented that the townhomes are close to the road and with possible noise issues, the residents in the area are concerned that the townhomes would remain vacant. She stated that the existing residents want to ensure that the product constructed would be desirable and attract new residents.

Chairperson Bauer asked the number of units that could be built under the zoning compared to the number of homes proposed in this project.

City Planner Anderson replied that the zoning would allow for four to seven units per acre. He stated that this project proposes about six units per acre, with 26 attached townhome units.

Ms. Hunter asked if the City is able to require that the items discussed would be resolved prior to construction beginning, such as the noise mitigation and traffic improvements. She stated that there are homes across the street from her home that abut County Road 5, which act as a noise buffer for her property. She commented that noise mitigation will be huge for the residents in the proposed development. She stated that perhaps trees and fencing be used to mitigate that noise and hoped that those could be included in the project along with the turn lane to ensure that those items are completed.

City Planner Anderson commented that a noise study would need to be completed before final approval of the project could occur to ensure that any mitigation efforts could be included in the project. He stated that if there is a cost-share with the developer for the turn lane improvement, that would still be done as a part of this project. He confirmed that all of the items would be fully resolved prior to construction beginning.

Commissioner VanScoy stated that he agrees that there is an issue with the turn lanes and would like that addressed. He questioned the need for the noise study. He asked if a sound study was required for the townhomes to the southeast, as this seems to be a similar project.

Deputy City Administrator Gladhill stated that it is common to require a noise study for any project on a County/State highway. He stated that the project to the southeast also completed a noise study and made some alterations to their building in order to mitigate noise, along with

other measures. He commented that the mitigation along Nowthen Boulevard are typically small compared to those properties adjacent Highway 10.

Commissioner Anderson referenced the cost of the turn lanes, which could be $100,000 or $200,000, and asked if the County would contribute a portion of the improvement cost as it is a County road.

Deputy City Administrator Gladhill stated that if the improvement is a reaction to a development proposal, it would be up to the City and developer to fund the improvement. He stated that if the improvement is associated with a long-term study of the corridor, the County could be a partner but noted that the improvement would then not occur for many years.

Commissioner Anderson asked if the City is allowed to make changes to a County road.

Deputy City Administrator Gladhill replied that the City can gain approval for turn lanes from the County.

Ms. Earlenson stated that it seems that it would be appropriate for the noise study to be done, whether it has been a protocol in the past. She commented that this development has very little wiggle room in terms of the available space and layout and therefore wanted to ensure that the proper mitigation elements could be included in the plan. She stated that there are multiple exits she can use from her property and was concerned about the traffic impacts that would occur during construction for existing residents.

Chairperson Bauer recognized that there would be construction traffic during any project.

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

A roll call vote was performed:

Commissioner Peters	aye
Commissioner Woestehoff	aye
Chairperson Bauer	aye
Commissioner Johnson	aye
Commissioner Anderson	aye
Commissioner Gengler	aye
Commissioner VanScoy	aye

Motion Carried.

Chairperson Bauer closed the public hearing closed at 8:07 p.m.

Commission Business

Motion by Commissioner VanScoy, seconded by Commissioner Woestehoff, to recommend that City Council adopt Resolution #20-114 approving Preliminary Plat for Hampton Townhomes with the conditions noted in the staff report and the added condition that the City work with the developer to cost-share the turn lane improvement.

A roll call vote was performed:

Commissioner Woestehoff	aye
Commissioner Johnson	aye
Commissioner Peters	aye
Chairperson Bauer	aye
Commissioner Gengler	aye
Commissioner Anderson	aye
Commissioner VanScoy	aye

Motion Carried.

5.03: Public Hearing: Consider Resolution #20-115 Approving a Site Plan and Conditional Use Permit for Cobblestone Hotel

Public Hearing

Chairperson Bauer called the public hearing to order at 8:11 p.m.

Presentation

Senior Planner McGuire Brigl presented the staff report stating that staff recommends adoption of Resolution #20-115 approving a Site Plan and Conditional Use Permit for Cobblestone Hotel.

Commissioner VanScoy asked for details on the shared parking mentioned.

Senior Planner McGuire Brigl commented that there would be a parking lot connection to New Horizon Academy to the east and the property to the west, when that property is developed, therefore there is an opportunity for shared parking to occur at the New Horizon site during their non-peak hours.

Commissioner VanScoy asked if New Horizon has issues with people parking in their lot.

Senior Planner McGuire Brigl replied that staff has not spoken with New Horizon about the shared parking but would be happy to have that discussion. She stated that it is a common practice to share parking within The COR.

Deputy City Administrator Gladhill stated that the Commission has been particular about shared parking but in this instance, staff was comfortable with shared parking access. He stated that there may not be shared parking, but traffic could flow through between the sites.

Citizen Input

Stewart __, representing the applicant, stated that he is present to answer any questions the Commission may have. He stated that they are excited to come to Ramsey. He noted that he has been in charge of building 75 to 80 new hotels. He believed the proposed parking would be sufficient for the hotel and restaurant.

Commissioner Woestehoff asked for details on the idea to have a concrete dumpster pad in the center and asked if there would be a better place for that.

Mr. __ replied that they need to locate the dumpster in an area where the garbage truck can access it and be able to maneuver. He stated that the only other location where it would work would be next to the restaurant patio and they did not find that to be a good fit.

Senior Planner McGuire Brigl commented that it would be a dumpster enclosure, noting that it would be full brick on three sides with a completely wood covered gate, noting that the dumpster would not be visible.

Motion by Commissioner Peters, seconded by Commissioner Johnson, to close the public hearing.

A roll call vote was performed:

Commissioner Johnson	aye
Commissioner Woestehoff	aye
Commissioner Peters	aye
Chairperson Bauer	aye
Commissioner Anderson	aye
Commissioner Gengler	aye
Commissioner VanScoy	aye

Motion Carried.

Chairperson Bauer closed the public hearing closed at 8:23 p.m.

Commission Business

Motion by Commissioner Anderson, seconded by Commissioner Johnson, to recommend that City Council adopt Resolution #20-115 approving site plan and conditional use permit for Cobblestone Hotel.

A roll call vote was performed:

Commissioner Peters	aye

Commissioner Woestehoff aye
Chairperson Bauer aye
Commissioner Johnson aye
Commissioner Gengler aye
Commissioner Anderson aye
Commissioner VanScoy aye

Motion Carried.

6. COMMISSION BUSINESS

6.01: Discussion Item: Potential Concept of Private Marina/Dock for River Walk Village (Project No. 18-163); Case of Dave Wills on Behalf of N & D Management, LLC

Presentation

City Planner Anderson presented the Staff Report recommended that the Commission provide the applicant with any feedback, recommendations, and/or concerns related to the concept of a multiple slip dock for the River Walk Village community.

Commission Business

Chairperson Bauer asked if there are regulations or suggestions as to how far into the river a dock can project.

City Planner Anderson replied that a dock should not project any further into the river than would be considered navigable water. He noted that 3.5 to four feet in depth would be navigable water.

Chairperson Bauer asked the width of the river in that location.

City Planner Anderson estimated a width of about 700 feet.

Commissioner Gengler asked if any of the nearby properties have docks.

City Planner Anderson replied that he has not seen any docks for the immediate adjacent properties but noted that many properties remove their docks during the winter months. He commented that there is a dock about four or five properties to the west.

Commissioner Anderson stated that he is concerned with the proximity to the neighboring properties and how the boats would get to the dock. He stated that it would appear that there is not much space and that tree removal would be necessary. He stated that he is not in favor of having the dock in this area because it is a narrow lot and it would not fit into the neighborhood. He stated that he would not want to block the creek at all.

City Planner Anderson commented that it was just brought to his attention that the neighboring property does have a dock. He stated that there is a public boat launch at the County Regional Park. He noted that there is a similar setup further up the river, where a homeowners association has a dock that serves multiple properties but noted that HOA has much more shoreline and is not near an oxbow.

Commissioner Peters asked the type of dock. He stated that if the dock is removable, he would question where it would be stored and if it is permanent it would cause a problem with debris.

City Planner Anderson stated that staff has limited information at this time and therefore is unsure of the type of dock that would be used. He stated that typically river docks are temporary and pulled out at the end of the boating season to avoid damage from ice. He stated that the potential applicant stated that they would extend a pedestrian trail to access the dock, which could have an impact to the shoreline and trees noting that staff worked hard with the developer to protect the shoreline and trees.

Commissioner VanScoy stated that he would interpret a marina to be multiple slips, where a dock is smaller and intended for a few people to use. He asked the difference between a marina and a dock and when the DNR would need to be brought in.

City Planner Anderson replied that a marina would be a commercial enterprise. He stated that this would be a multiple slip dock that serves more than one user, although within the private neighborhood. He stated that the DNR noted that until they had more information on how the slips would be awarded, they could not make the determination on whether a DNR permit would be necessary. He stated that if this were to come forward for formal consideration, staff would continue to work with the DNR.

Commissioner VanScoy stated that his interpretation would be that a reasonable sized dock would be acceptable but a mega dock with multiple slips seems to be too much. He stated that there are only seven homes and questioned how many boats would be in the water at one time.

City Planner Anderson stated that the original communication from the applicant attempted to accommodate each lot of the development, but the applicant acknowledged that would not be feasible and instead attempted to accommodate the seven lots. He stated that even with the new information received today, the consultant acknowledged that it would even be difficult to accommodate seven slips because of the narrow lot and position on the river.

Commissioner Anderson stated that the neighborhood was not pleased with the development and therefore if this moves forward, he would like to see it done as a public hearing to allow the residents to provide input. He stated that this does not appeal to him in the form presented. He believed that additional information would be needed before the developer could be provided with the desired feedback.

Commissioner Woestehoff agreed that there was a lot of public feedback received in regard to the development itself and therefore he would want the input from the neighbors on this element as well. He asked if the marina categorization would require a change in zoning.

City Planner Anderson replied that there would not be a change in zoning as it would be tied to private property owned by the HOA and would instead follow what the association up river did, creating a dock association with its own covenants. He stated that he did not believe there would be an intent to convert the dock to a commercial marina. He noted that if this moves forward to a formal request, a public hearing would be required for the Conditional Use Permit and advised that the notification area could be extended. He noted that conditions could be placed in a CUP that would prevent the dock from commercial activity.

Chairperson Bauer provided background information on a shared dock concept that he participated in years ago when he lived further north.

6.02: Review Updated Sketch Plan of Garden View Villas (Project 19-136)

Presentation

Senior Planner McGuire Brigl presented the Staff Report stating that staff recommends that the Commission provide input to the applicant on the revised sketch plan. This could include, but is not limited to identifying any red flags, noting any potential concerns, and providing the applicant direction to invest in a Preliminary Plat.

Commission Business

Commissioner Anderson asked the concern of public safety with the driveways.

Senior Planner McGuire Brigl replied that individual driveways onto the road increases the possibility of accidents and prefer driveways onto a frontage road for townhome products. She noted that it was a comment and not a requirement as it is not uncommon for single family homes to have driveways onto the road. She stated that as proposed it would meet the standards and the comment was simply made as a suggestion.

Darren Lazan, applicant, stated that they made a full Preliminary Plat application, but staff believed it would be better to bring this forward as a Sketch Plan to gather input. He stated that originally this was a townhome development, but the constraints associated with the parcel and the requirements of the Code, put significant constraints on the project and therefore a fully conforming single-family plat was developed. He stated that this application should be considered as any other single-family subdivision plat. He referenced the landscaping comment from the staff report related to the requirement for the developer to install the landscaping. He explained that there is no opportunity for a developer to landscape as the lots will be constructed singly instead of as a whole development and therefore grading would occur and irrigation would not be available for landscaping to be provided by the developer. He noted that while it may not be ideal for driveways onto the road, there are other single-family home driveways on

the roadway, so this would not be unique. He stated that the depth of the lot would prevent the private frontage road that was previously proposed with the townhome concept.

Commissioner VanScoy referenced the comment related to the perimeter landscaping and asked why staff would ask the developer to be responsible for that.

City Planner Anderson replied that it is not typical for a developer to complete the plantings, as that typically falls to the individual builders. He noted that there are perimeter plantings and outlot plantings not associated with any lot being constructed and therefore there would be a potential for confusion and frustration for individual builders that anticipate two trees per lot and then discover that some lots have nine or ten trees. He stated that it would be difficult for building staff to track and place on an individual permit. He stated that it would seem more prudent to have a single entity responsible for those plantings to prevent confusion.

Commissioner VanScoy asked if that has been required of other developers.

City Planner Anderson stated that staff is attempting to solve the surprise that builders would have on whether two, six or ten trees would be required on the lot.

Commissioner VanScoy asked why different lots would be responsible for a different number of trees.

City Planner Anderson displayed the Sketch Plan and identified lots that exceed the two front yard trees, noting that a builder would need to be aware that there would be additional expense to install those trees. He noted that could create a difficult scenario for staff and the builder.

Commissioner VanScoy asked who developed the landscape plan and tree locations.

City Planner Anderson replied that the applicant provided the landscape plan.

Mr. Lazan stated that some of the confusion came in when the transition was made from a villa/townhome project with an HOA that would have common grounds and common irrigation. He stated that this would be the same product type and plat at COR 3, which are individual lots. He stated that they developed this plan to address the comments related to the landscaping requirements, noting that this is how this could meet the requirements. He recognized that different lots would have different burdens in order to meet the requirements. He did not recall any landscape requirements for COR 3, outside of the typical builder requirements. He noted that this is no longer a villa project and is a standard plat.

Commissioner Anderson stated that if these are single family lots, they should fall under the two-tree rule. He noted that the adjacent residential is distanced and therefore density transitioning would not be required. He asked why so many trees are being required for standard lots.

City Planner Anderson replied that he assumes that the plan was developed based on comments from the previous iteration. He stated that if this has morphed into small lot single family, or

something similar to COR 3, planting requirements would be based on street frontage. He stated that the landscaping plan could then be modified and some of this confusion might be eliminated. He agreed that it does not appear density transitioning would be required as part of this initial phase.

Mr. Lazan stated that he would be more than happy to work with staff to better reflect the requirements of small lot single family. He noted that they would also be willing to work to allow more diversity in building materials as well. He agreed that perhaps the staff comments from the previous concept were carried through in the development of this plat.

6.02: Approve Planning Framework for Highway 10 South Planning Area – Riverstone South

Presentation

Deputy City Administrator Gladhill presented the Staff Report stating that staff would like clear policy direction on the points raised in the staff report.

Commission Business

Commissioner Gengler asked to see the alternative road layouts and which is being proposed.

Deputy City Administrator Gladhill stated that this was developed later in the process because of input from residents on Bowers Drive. He provided additional details on the road alignment and connection to Bowers Drive. He noted that the connection to Bowers would be a public road but would not be Riverdale Drive.

Commissioner VanScoy referenced the public safety connection to Bowers Drive and noted that under any other circumstance he would not understand why a minimum access for safety is being considered as it seems inadequate. He stated that there are a lot of residents on Bowers Drive and asked why a connection to the new development is not proposed.

Deputy City Administrator Gladhill noted that has been discussed at length. He stated that there has been opposition from those on Bowers Drive. He noted that the existing situation was not created by the developer. He stated that City can choose to make the road a full road, but the residents on Bowers Drive do not want that. He stated that public safety feels that it would be adequate as proposed. He stated that the two neighbors in Pearson Place seemed unaware that the plan would be to connect the area, even though the 60-foot corridor was collected. He stated that the Commission could make the recommendation for a full road, but this seemed to be an adequate compromise.

Commissioner VanScoy commented that he does not understand why this is an issue for those folks. He commented that there is a mile-long cul-de-sac which is unacceptable from a safety aspect.

Commissioner Anderson agreed with the comments of Commissioner VanScoy. He did not believe this could move forward unless a road goes through. He stated that in his opinion he would not support a plan that did not provide a connection. He commented that there needs to be a way out.

Commissioner Woestehoff stated that he would agree with those comments, noting that the 20-foot extension would be a minimum. He stated that people will appreciate the cut through more than they would oppose it after constructed. He stated that the new road seems like a good idea.

Commissioner Anderson stated that he wants a road in there and does not think it should be constructed to bare minimums and should instead stick to the standards for a City street.

Tom __, applicant, stated that they appreciate continuing to work with the staff as they want to make this a nice neighborhood. He stated that staff did a good job describing the constraints and conditions around the property. He stated that they are trying to achieve sustainability of the neighborhood and the concept plan is key. He stated that multiple housing types bring in multiple age groups and buyers which helps to make the development sustainable over time. He stated that they knew that tree preservation would be important. He noted that the deeded parcel was provided by the adjacent property and they would provide additional property that would be used for screening. He stated that they support the current layout that has been developed, versus having the access on the east side. He explained that they want people coming into the site to first see the park and preserved tree area. He stated that once the input is gathered in the next few meetings, they will present a concept plan that provides a transition from the existing neighborhood with a variety of housing products and fits with the other adjacent uses.

Motion by Commissioner Anderson, seconded by Commissioner VanScoy, to recommend that the City Council adopt the document as an official, yet nonbinding policy document to guide future conversations pertaining to Riverstone South with the added condition of the public road.

A roll call vote was performed:

Commissioner Peters	aye
Commissioner Woestehoff	aye
Chairperson Bauer	aye
Commissioner Johnson	aye
Commissioner Gengler	aye
Commissioner Anderson	aye
Commissioner VanScoy	aye

Motion Carried.

7.01: Public Hearing: Consider Ordinance #20-10 Amending Bulk Standards in the R-1 Residential District

Public Hearing

Chairperson Bauer called the public hearing to order at 9:40 p.m.

Presentation

Senior Planner McGuire Brigl presented the staff report stating that staff recommends approval of Ordinance #20-10 revising City Code Section 117-111 related to side yard setback bulk standards within the R-1 Residential zoning district.

Commissioner VanScoy stated that this would make the standard distance between buildings at 12 feet. He asked if this would create an issue for public safety.

Senior Planner McGuire Brigl replied that ten feet between buildings was previously used and advised that this would be enough space to get between the homes. She confirmed that public safety did not have an issue. She stated that this would not change the distance between buildings, but what happens inside of those buildings.

Citizen Input

No comments made.

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

A roll call vote was performed:

Commissioner Johnson	aye
Chairperson Bauer	aye
Commissioner Woestehoff	aye
Commissioner Peters	aye
Commissioner Anderson	aye
Commissioner Gengler	aye
Commissioner VanScoy	aye

Motion Carried.

Chairperson Bauer closed the public hearing closed at 9:46 p.m.

Commission Business

Motion by Commissioner Woestehoff, seconded by Commissioner Peters, to recommend that City Council adopt Ordinance #20-10 amending City Code Section 117-111 related to side yard setbacks within the R-1 Residential District.

A roll call vote was performed:

Commissioner Peters	aye
Commissioner Woestehoff	aye
Chairperson Bauer	aye
Commissioner Johnson	aye
Commissioner Anderson	aye
Commissioner Gengler	aye
Commissioner VanScoy	nay

Motion Carried.

8. COMMISSION / STAFF INPUT

8.01: Receive Staff Update

Deputy City Administrator Gladhill stated that filing has closed for Council seat elections. He noted that the list of candidates will be forwarded to the Commission. He noted that a primary is not required as all four seats only have two candidates.

Chairperson Bauer encouraged any residents that have not yet filled out the 2020 census to do so. He noted that the preliminary results were released and Ramsey was the second fastest growing community from 2010 to 2020.

9. ADJOURNMENT

Motion by Commissioner Woestehoff, seconded by Commissioner Peters, to adjourn the meeting.

A roll call vote was performed:

Commissioner Peters	aye
Commissioner Woestehoff	aye
Chairperson Bauer	aye
Commissioner Johnson	aye
Commissioner Anderson	aye
Commissioner Gengler	aye
Commissioner VanScoy	aye

Motion Carried.

The regular meeting of the Planning Commission adjourned at 9:51 p.m.

Respectfully submitted,

_____
Chloe McGuire Brigl
Senior Planner

ATTEST:

_____
JoAnn Shaw
Planning Division Secretary

Drafted by Amanda Staple
TimeSaver Off Site Secretarial, Inc.

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

RESOLUTION #20-115

A RESOLUTION APPROVING SITE PLAN AND CONDITIONAL USE PERMIT FOR COBBLESTONE HOTEL AND FINAL PLAT FOR COBBLESTONE ADDITION

RECITALS

1. Ramsey Hotel LLC, hereinafter referred to as the "Permittee", has properly applied for Site Plan and Conditional Use Permit to construct a hotel on the eastern half of the property generally known as PID 28-32-25-23-0018 and legally described as follows:

   Outlot A COR Stone Brook Academy, Anoka County, Minnesota

   Or upon platting

   Lot 1, Block 1, Cobblestone Addition, Anoka County, Minnesota

   (the "Subject Property")

2. That the City of Ramsey (the "City") is the owner of the Subject Property.

3. The City received an application for a Site Plan and Conditional Use Permit to allow for redistribution of wall signage on the Subject Property on May 7, 2020.

4. That the Subject Property is located within the COR-2 District as are all the surrounding properties.

5. That the City is selling a portion of the Subject Property to the Permittee as part of this Project and the Permittee has a purchase agreement with the City for the east half of the property, generally.

6. That the Permittee has proposed a 9,326 square foot hotel with 60 rooms and a restaurant on the main floor.

7. That the COR Design Framework allows buildings 15% of the front façade area in signage on the building, with 50% of the signage on the front façade of the building.

8. That the Permittee has proposed four (4) hotel wall signs, one on each side of the building and each sign is approximately 140 square feet in area.

9. That the front facade of the building is 6,962 square feet and 15% of that is 1,044 square feet.

10. That total square footage of the proposed hotel wall signage is less than the percent of allowed signage by City Code (maximum of 15% of the area of the front facade), however, the Code states that 50% of the total wall signage must be on the front façade. The proposed signage does not have 50% on the front facade, but instead is evenly distributed on each elevation.

11. That deviations from sign standards are permissible with the issuance of a Conditional Use Permit.

12. That the Site Plan generally meets the intent of the COR-2 Subdistrict and COR Design Framework rules.

FINDINGS OF FACT

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

2. That the **Signs** will not substantially adversely impair the use, enjoyment or market value of any of the surrounding properties.

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

4. That the **Signs** will be constructed and maintained so as to be harmonious and appropriate in appearance with the existing or intended character of the general vicinity and will/will not change the essential character of the area.

5. That the **Signs** will not be hazardous to existing or future neighboring uses.

6. That the **Signs** will not impact essential public facilities and services, such as highways, streets, police and fire protection, drainage structures, or schools.

7. That the **Signs** will not create excessive additional requirements at public cost for public facilities and services and will not be detrimental to the economic welfare of the community.

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

9. That the **Signs** will be consistent with the intent and purposes of the Zoning Chapter.

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 Site Plan, Final Plat, and Conditional Use Permit (the "**Permit**") for the **Subject Property** contingent upon the following conditions:

CONDITIONS

1. That this Conditional Use Permit allows for wall signage to be evenly distributed amongst all four (4) sides of the proposed building, with a total of 1,044 square feet of signage allowed total for the building.

2. That if the size of the front façade of the hotel (building) changes, the amount of allowed signage will be recalcuated administratively.

3. That the Permittee shall obtain all necessary permits, including a Sign Permit, prior to construction on the Subject Property.

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

5. That this Conditional Use Permit shall be perpetual in duration as long as the terms are herein complied with.

6. That the Permittee shall be responsible for all City costs incurred in administering and enforcing this Conditional Use Permit and compliance with approved Site Plan.

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

8. That the Conditional Use Permit shall automatically expire if the use is not initiated by June 23, 2021.

9. That this Site Plan Approval and Conditional Use Permit (the "Approvals") are contingent upon compliance with Staff Review Letter, review by City Attorney and City Engineer.

10. That the Subject Property must include a connection to the property to the east via the parking lots.

11. That these Approvals are contingent upon sale of the land to the Permittee and subdivision of the land.

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

and the following voted against the same:

and the following abstained:

and the following were absent:

whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 23rd day of June, 2020.

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 John LeTourneau and Colleen Lasher, 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 and Colleen Lasher 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 **7. 8.**

Meeting Date: 06/23/2020

By: Chris Anderson, Community Development

Information

Title:

Adopt Resolution #20-114 Approving Preliminary Plat for Hampton Homes (Project #19-140): Case of Platinum Land LLC

Purpose/Background:

The City has received an application from Platinum Land LLC (the "Applicant") for Preliminary Plat review of Hampton Homes, a twenty-six (26) unit, attached townhome project located at 14600, 14544, 14520 Nowthen Boulevard and Anoka County PID 25-32-25-23-0020, which has no address assigned (together, the "Subject Property"). The Planning Commission has reviewed the Sketch Plan twice; first on January 2, 2020 (the case was tabled due to the absence of the Applicant) and again on February 6, 2020. Furthermore, a public workshop was also held on February 6, 2020 prior to the regular Planning Commission meeting.

While the Preliminary Plat is the second step in a three step review process (Sketch Plan, Preliminary Plat, Final Plat), it is the most significant step. Should the Preliminary Plat be approved, it grants the Applicant entitlement to the project as long as the Final Plat substantially complies with the approved Preliminary Plat.

Notification:

Staff published the Notice of Public Hearing held by the Planning Commission in the Anoka County UnionHerald. City Staff also attempted to notify all property owner within 700 feet of the Subject Property, according to Anoka County property records, of the request by U.S. Mail.

This specific step does not require notification, and has not been provided.

Observations/Alternatives:

Project Overview

The Subject Property consists of four parcels and is approximately 950 feet long running parallel to Nowthen Boulevard from 146th Avenue NW. The Subject Property is approximately 5.55 acres and fronts both 146th Avenue NW and Nowthen Boulevard NW. There is currently one detached accessory building (pole barn) on each of the two most northern parcels and a home and detached building on the southern parcel that are proposed to be removed with this project. The Applicant is proposing twenty-six (26), two-story, attached townhome units on the site.

Zoning and Guidance

The Subject Property is located in the R-2 Residential District, which allows for a density range of four to seven (4-7) units per acre. The proposed development is at a density of approximately 4.7 units per acre. The Subject Property is also guided as Medium Density Residential in the Comprehensive Plan.

Bulk Standards and Architecture

The project appears to comply with all bulk standards outlined in City Code Section 117-112 in accordance with comments in the Staff Review Letter. Multifamily developments that face a county highway are supposed to vary structure orientation. As proposed, all buildings are in line with each other. There is some articulation on the fronts of each building and there is an outlot (containing the private road) that separates the lots from the county highway. However, one possibility could be to offset each building by a foot or two. This could have an impact on tree preservation and may not necessarily be noticeable by traffic on Nowthen Boulevard, but nonetheless could be

considered.

The buildings appear to have the necessary architectural standards per City Code, with one exception. The front of each building, as well as the northern elevation of the northern most building (facing 146th Avenue), needs to be modified to include at least thirty-five percent (35%) face brick, natural stone, or stucco (excluding window and door areas).

Density Transitioning
One of the larger concerns raised at the February 6, 2020 workshop and during the Sketch Plan review was tree preservation. There is a decent 'buffer' of existing trees along the western and northern boundaries of the Subject Property that many wanted to see retained. Based on the Tree Inventory and Preservation Plan, many of these trees will be protected and retained as they will help satisfy the required density transitioning, especially along the western property line. Due to the proposed access point off 146th Avenue, it is not possible to retain the trees along the northern lot line. However, the Landscape Plan does provide additional plantings in this area, consisting of Bur Oak, Spring Snow Crabapple, and Techny Arborvitae.

Streets and Access
The project proposes a twenty-four (24) foot wide private street accessing the Subject Property from 146th Avenue and running south to a right-out only access point on Nowthen Boulevard. Anoka County has been provided with the plans and has stated that the access onto Nowthen Boulevard does not meet access spacing guidelines and thus, they would recommend revisions that would eliminate the direct access point. However, Anoka County also concluded that if that is not possible, the proposed right-out only access point onto Nowthen Boulevard would not require a turn lane to be constructed. Ramsey Public Safety would like some sort of access for multiple points of access, and is fine with the current Developer Proposal. The review letter from Anoka County is attached.

Traffic was identified as another significant concern during the workshop. While Anoka County has stated that a turn lane would not be required for the new right-out only access point, the City could still require the addition of a turn lanes on Nowthen Boulevard at 146th Avenue NW for northbound and/or southbound traffic. Anoka County has stated that if there are concerns with turning movements at this intersection, they would be supportive of incorporating turn lanes on Nowthen Boulevard at 146th Avenue with this project.

The Planning Commission noted their support for incorporating turn lanes as part of this project, but did not believe this should be funded solely by the Applicant. They stated that while this project may add some additional traffic, the traffic and safety concerns exist already and therefore, the Applicant shouldn't be expected or required to fully fund the turn lanes. in response, Staff is recommending only the left turn lane for northbound Nowthen Boulevard to westbound 146th Avenue NW (reduce costs). Additionally, Staff would recommend that the City contribute 1/3 of the cost of this turn lane in acknowledgement of the broader benefit to the community. That being said, the Council could make this a 100% Developer obligation. For purposes of this case, approval only needs to be to confirm the need for the turn lane and indicate a willingness to cost share. Details of the cost share will come with the Final Plat stage of the project.

Noise
Staff is recommending that a noise study be conducted prior to final action by the City Council on the Preliminary Plat, or at least as a contingency of Preliminary Plat approval to be completed before Final Plat. The contingent approval would allow for modification to the Preliminary Plat if warranted. While noise was another concern raised during the workshop as a result of potential loss of trees, this study would be more about potential noise impacts to the new units that would face Nowthen Boulevard. As outlined in the Anoka County review letter, municipalities are responsible for taking reasonable measures to prevent noise concerns when new development is adjacent to a highway and to incorporate appropriate mitigation measures if applicable. The outcome of that study could have a significant impact to this project as there is very little room for mitigation elements such as berming and plantings. This has been a standard requirement of other similar projects.

Applicable Code Sections

- Section 117-110 Residential Development Transitioning

- Section 117-112 R-2 Residential (Medium Density)
- Section 117-588 Major Plat

The Planning Commission conducted a Public Hearing on the Preliminary Plat at their June 4, 2020 meeting. Primary concerns that were raised by the public included traffic on Nowthen Blvd, noise, the 'saleability' of an attached townhome product, and protection of existing trees.

Alternatives

Alternative 1: Approve the Preliminary Plat with one or more of the following contingencies:

- Compliance with the Staff Review Comments
- Completion of a noise study
- Incorporation of northbound and/or southbound turn lanes on Nowthen Boulevard at 146th Avenue, with cost allocation between City and Developer to be worked out as part of Final Plat

This alternative would help address concerns that have been raised both by the public (traffic) as well as Anoka County (noise). The Preliminary Plat does address the other major concern, which was tree preservation and density transitioning. The Subject Property is properly zoned and guided for the proposed product and density. Based on feedback over the years concerning Nowthen Boulevard and public comments specific to this project regarding traffic, Staff supports this alternative with all three contingencies.

Alternative 2: Approve the Preliminary Plat as proposed without the three (3) contingencies listed above. Should there be future concerns raised due to noise, the City could be responsible for completing mitigation measures. If a noise study is completed now, it would help inform whether any mitigation measures should be incorporated into this project now, at the developer's cost. While the proposed right out only access point wouldn't require modifications to Nowthen Boulevard, the additional traffic could create issues at 146th Avenue and Nowthen Boulevard.

Alternative 3: Do not approve the Preliminary Plat.

Funding Source:

The Applicant is responsible for all costs associated with this project and review.

Recommendation:

The Planning Commission recommended approval of the Preliminary Plat contingent upon:

1. Compliance with the Staff Review Letter and Plan Review Comments
2. Completion of a Noise Study and incorporation of any necessary mitigation elements
3. Incorporation of turn lanes on Nowthen Boulevard at 146th Avenue with details of cost allocation addressed at time of Final Plat

Action:

Motion to adopt Resolution #20-114 approving Preliminary Plat for Hampton Townhomes.

[Note on above motion: as drafted, Resolution #20-114 already includes the three (3) additional contingencies listed in Alternative #1]

Attachments

Site Location Map

Preliminary Plat

Landscape Plan Sheet 1

Landscape Plan Sheet 2

Anoka County Review Letter

Planning Commission Meeting Minutes Dated January 2, 2020
Planning Commission Meeting Minutes Dated February 6, 2020
Fire Truck Turning Movements Exhibits
Planning Review Letter
Plan Review Comments
Letter from Developer's Engineer regarding Turn Lanes
Draft Planning Commission Minutes Dated June 4, 2020
Resolution #20-114

Form Review

Inbox	Reviewed By	Date
Tim Gladhill	Tim Gladhill	06/18/2020 10:38 AM
Kurt Ulrich	Kurt Ulrich	06/18/2020 03:39 PM
Form Started By: Chris Anderson		Started On: 06/11/2020 04:19 PM
Final Approval Date: 06/18/2020		

Site Location Map

N

SCALE 40 0 40 80 IN FEET

SUNNY PONDS 3RD ADDITION

STONEY RIVER LOT 1 ADDITION

146TH AVE. NW

C. S. A. H. NO. 5

(NOWTHEN BLVD. NW)

S29°41'34"E 594.09

S29°41'34"E 22.89

C.BRG=S32°11'33"E CHD=299.77

SPIRAL CURVE Δ=16°35' D=5°00' Ls=300.00 Lc=31.66 Δc=01°35'

C.BRG=S37°57'43"E CHD=30.77

C.BRG=S40°32'14"E CHD=79.04

79.83

Highway Easement per Doc. No. 455358

Highway Easement per Doc. No. 394012

Highway Easement per Doc. No. 393880

S87°48'26"W 67.64

S29°41'34"E 37.20

N87°48'26"E 67.64

60.00

563'

654'

54'

OUTLOT A
All of Outlot A is Drainage & Utility Easement

Proposed 24' B-B Private Roadway

L=24'

SW1/4 of the NW1/4

899'

N6°18'26"E 247.27 Meas.

187'

127'

68'

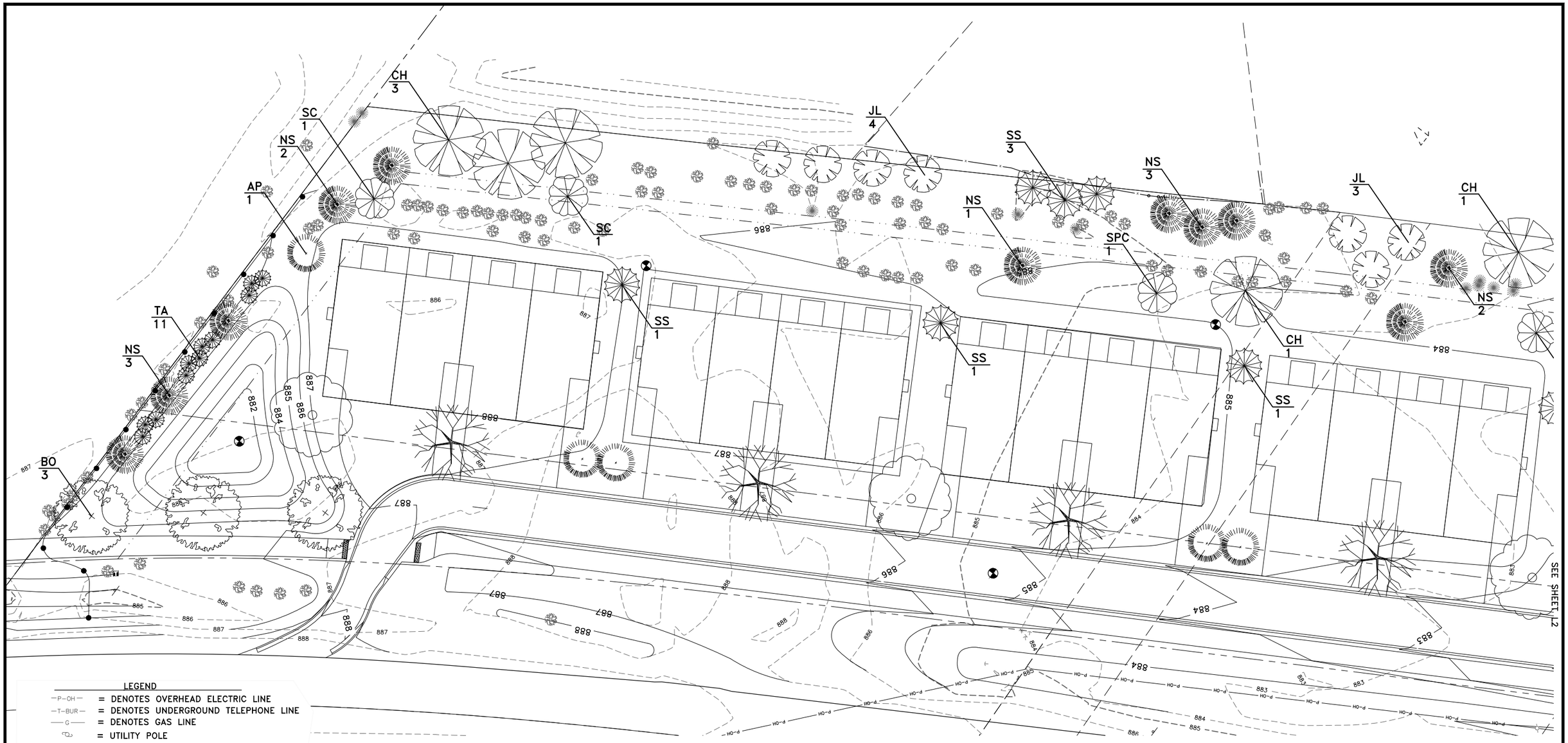
435'

315.31 Meas. N89°46'24"W

79'

156'

| | | |



LEGEND

- —P—OH— = DENOTES OVERHEAD ELECTRIC LINE
- —T—BUR— = DENOTES UNDERGROUND TELEPHONE LINE
- —G— = DENOTES GAS LINE
- = UTILITY POLE
- = TELEPHONE PEDESTAL
- = CONIFEROUS TREE (SPREAD)
- = DECIDUOUS TREE (DIAMETER)
- --800-- = EXISTING CONTOUR
- —800— = PROPOSED CONTOUR
- = DENOTES EXISTING CURB AND GUTTER
- = DENOTES PROPERTY LINE
- = DENOTES RIGHT OF WAY
- = DENOTES SILT FENCE
- = DENOTES SOIL BORING

GENERAL NOTES:

1. SEE SHEET L3 FOR FOUNDATION PLANTING PLAN.
2. SEE SHEET L4 FOR DETAILS AND TABULATIONS.

I hereby certify that this plan was prepared by me or under my direct supervision and that I am a duly licensed Landscape Architect under the laws of the State of Minnesota.

Debra Bradale

Debra Bradale

REG. NO. 23849 DATE 4-13-20

SCALE 20 0 20 40 IN FT.

DATE	REVISION
4/24/20	REVISE PLAT NAME

DESIGNED BY: DB
DRAWN BY: DB
CHECKED BY: CJJ

Hakanson Anderson
Civil Engineers and Land Surveyors
3601 Thurston Ave., Anoka, Minnesota 55303
763-427-5860 FAX 763-427-0520
www.hakanson-anderson.com

HAMPTON TOWNHOMES

LANDSCAPE PLAN

CITY OF RAMSEY, MINNESOTA

SHEET L1 OF L4 SHEETS

4455.01

Apr 30, 2020 - 2:36pm
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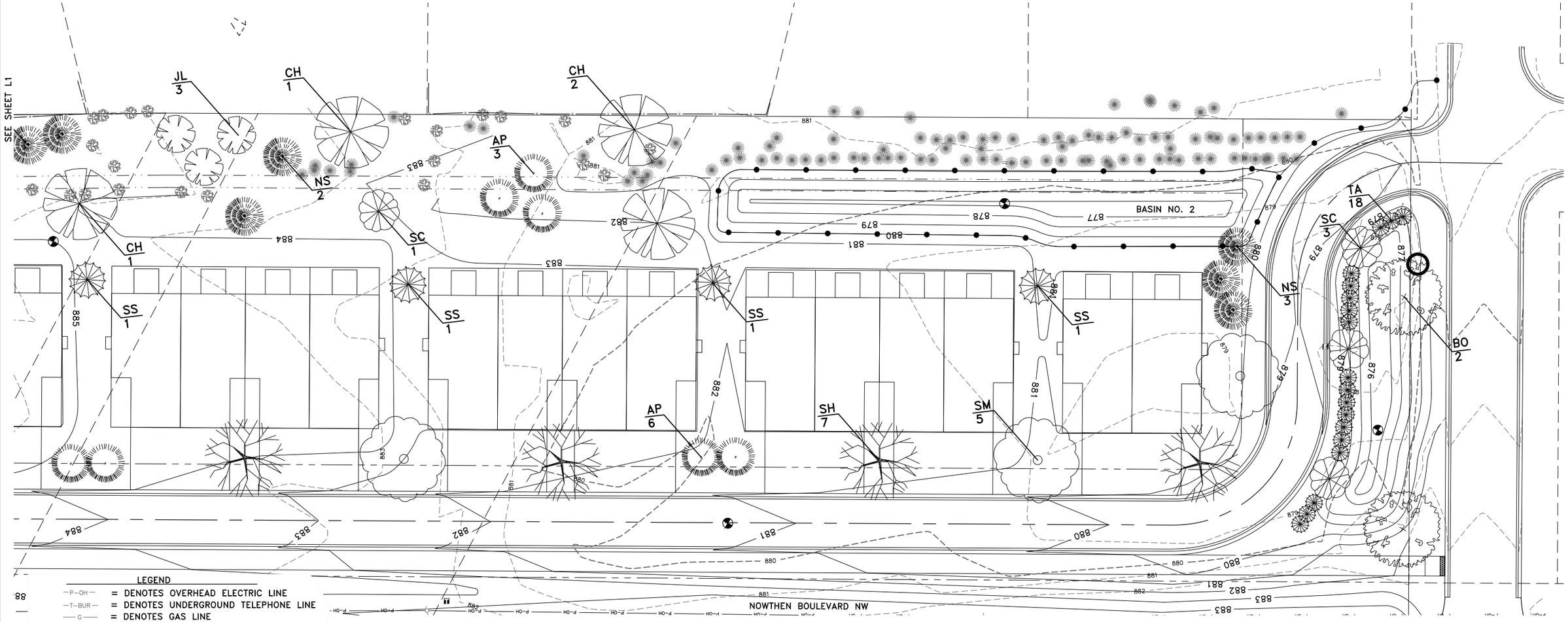

LEGEND

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- = DENOTES PROPERTY LINE
- = DENOTES RIGHT OF WAY
- = DENOTES SILT FENCE
- = DENOTES SOIL BORING

I hereby certify that this plan was prepared by me or under my direct supervision and that I am a duly licensed Landscape Architect under the laws of the State of Minnesota.

Debra Brodsho

Debra Brodsho

REG. NO. 23849 DATE 4-13-20

SCALE 20 0 20 40 IN FT.

DATE	REVISION
4/24/20	REVISE PLAT NAME

DESIGNED BY: DB
DRAWN BY: DB
CHECKED BY: CJJ

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www.hakanson-anderson.com

HAMPTON TOWNHOMES

LANDSCAPE PLAN

CITY OF RAMSEY, MINNESOTA

SHEET L2 OF L4 SHEETS

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Anoka County
TRANSPORTATION DIVISION
Highway

Chloe McGuire Brigl
City of Ramsey
7550 Sunwood Drive NW
Ramsey, MN 55303

January 27, 2020

Re: Sketch Plan - Town Homes at CSAH 5/146th Avenue NW

Dear Chloe,

We have reviewed the sketch plan for the proposed town homes west of CSAH 5 (Nowthen Boulevard NW) and south of 146th Avenue NW within the City of Ramsey, and I offer the following comments:

The existing right of way along CSAH 5 should be adequate for future reconstruction purposes (60' feet total right of way width west of CSAH 5 centerline). In addition to gaining access via 146th Avenue NW, the sketch plan also proposes an additional roadway connection onto CSAH 5 approximately 960 feet south of 146th Avenue NW, which does not meet access spacing guidelines and will lead to increased safety issues on this arterial roadway, and consequently, the sketch plan for this development should be reworked to eliminate any need for additional direct access to CSAH 5. If there are concerns regarding turning maneuvers at the intersection of CSAH 5/146th Avenue NW, this department would be supportive of the construction of NB and SB CSAH 5 left turn and right turn lanes at the intersection in conjunction with this development. If it is determined that the development cannot be reconfigured to eliminate the proposed roadway intersection with CSAH 5, if the access must be a full access, we will require the construction of NB and SB CSAH 5 left and right turn lanes at the new intersection. If instead, the access is determined that it must be a right turn in/right turn out access point, we will require that it be constructed with an adequate splitter island and a NB CSAH 5 right turn lane. Lastly, if it is determined that the proposed roadway access could be reconfigured to be an emergency vehicle access only, we will require that it be designed to be gated and consistent with other emergency vehicle access points elsewhere on the county highway system. The right of access should be dedicated to Anoka County for the entire length of this plat, and any existing driveways or field entrances are to be removed and the ditch section restored to match the adjacent existing ditch depth, slope, and grades. The City/Developer should ensure that clearing and/or grading is completed to satisfy sight distance requirements to the greatest extent possible for this development. Please note that no plantings or private signing will be permitted within the county right of way and care must be exercised when locating private signs, buildings, structures, plantings, berms, etc. outside of the county right of way, so as not to create any new sight obstructions for this section of CSAH 5.

ACHD would like to work with local governments in promoting compatibility between land use and the county highway system. It should be recognized that residential land uses located adjacent to County highways often results in complaints about traffic noise. Existing and/or future traffic noise from CSAH 5 could exceed noise standards

established by the Minnesota Pollution Control Agency (MPCA), the U.S. Department of Housing and Urban Development, and the U.S. Department of Transportation. Minnesota Rule 7030.0030 states that municipalities are responsible for taking all reasonable measures to prevent land use activities listed in the MPCA's Noise Area Classification (NAC) where establishment of the land use would result in violations of established noise standards. It is advised that the City and the Developer assess the noise situation for this development as it is proposed to be located directly adjacent to CSAH 5, and take the level of action deemed necessary to minimize the impact of any highway noise by incorporating the appropriate noise mitigation elements into the design and phasing of this plat as applicable.

The ACHD Engineering Plan Review process will apply to this site. Calculations must be submitted along with grading and erosion control plan that delineates the drainage areas for this development. The post-developed rate of runoff shall not exceed the pre-developed rate runoff for the 10-year critical design storm. Contact Michelle Pritchard, Engineer I via phone at 763.324.3162 or via email at Michelle.Pritchard@co.anoka.mn.us for further information and to coordinate the ACHD Engineering Plan Review Process. Please submit the drainage calculations, grading and erosion control plans, ACHD Design Requirements Checklist for County Highway Modifications (copy available via our website), CSAH 5 turn lane construction plans (if applicable) and the corresponding ACHD Engineering Plan Review fee (estimated at $150.00 if drainage review only is required) to Ms. Pritchard for her review and approval.

Following completion of the ACHD Engineering Plan Review process outlined above, the contractor(s) who will be completing any work within the county right of way must begin the ACHD Permit process prior to the commencement of any construction (fee = $150.00). License permit bonding, methods of construction, design details, work zone traffic control, restoration requirements and follow-up inspections are typical elements of the permitting process. Contact ACHD Sue Burgmeier via phone at 763.324.3142 or e-mail at Susan.Burgmeier@co.anoka.mn.us for further information and to coordinate the ACHD Permit process.

Thank you for the opportunity to comment. Feel free to contact me if you have any questions regarding this review.

Sincerely,

Jane K. Rose
Traffic Engineering Manager

xc: File - CSAH 5/Plats + Developments/2020
Michelle Pritchard, Engineer I
Chuck Gitzen, County Surveyor
Sean Thiel, Graduate Engineer
Sue Burgmeier, Traffic Engineering Technician
Jerry Auge, Assistant County Engineer

6.02: Consider Amended Sketch Plan for Odyssey Homes; Case of Odessey Homes (Project No. 19-140)

Presentation

City Planner McGuire Brigl presented the Staff Report stating stated staff recommends that the applicant proceed to the Preliminary Plat phase.

Commission Business

Commissioner Anderson asked if the second entrance presently exists.

City Planner McGuire Brigl commented that she believes there is an existing access for both homes, but the applicant would propose one access further south on the property.

Commissioner Anderson asked if construction vehicles would be allowed to access from CR 5, avoiding 146th.

City Planner McGuire Brigl commented that is a great suggestion. She noted that Anoka County would have a specific permit that would be required to access from the County Road, but staff could speak with the County. The Commission confirmed consensus that staff should investigate that option.

Commissioner Anderson commented that it appears there are trees along the western edge of the property already, which would create density transitioning.

City Planner McGuire Brigl confirmed that the area along the western boundary appears to have a large number of trees and staff would suggest preserving the trees in the buffer area to the extent possible.

City Planner Anderson noted that staff drove past the site today but did not walk the site. He reviewed some of the tress species he observed. He noted that there are some invasive species and underbrush that would most likely be removed but confirmed that there are native species as well. He stated that a more thorough review would be completed through the tree inventory and preservation plan which are steps of the Preliminary Plat process.

Commissioner VanScoy asked if all four parcels are currently zoned R-2.

City Planner McGuire Brigl confirmed that to be true.

Commissioner VanScoy asked if staff is aware when the zoning occurred, as there are individual homes on the property.

City Planner McGuire Brigl stated that she attempted to find the exact date but was unable. She estimated that the zoning change occurred at least 15 years ago.

Commissioner Anderson referenced written comments received from a resident and asked if staff has responded to those concerns.

City Planner McGuire Brigl confirmed that she spent time with that resident discussing their concerns and attempting to provide the information that was requested.

Chairperson Bauer noted that although this is not a public hearing, the Commission would accept some comments from residents if desired.

Alena Hunter, 14628 Helium Street, stated that she was the first resident in the development and therefore has seen the area grow. She commented that she is not against development but believes that it should be done smartly. She stated that she listed her concerns in her communication with staff, identifying the issue of tree preservation, specifically along 146th. She noted that while the City considers a street to be a buffer, she would like the developer to preserve some trees along 146th to provide additional buffering. She asked whether these would be market value, owner occupied homes. She commented on how the plans for this property have grown and the proposed number of homes has increase, which will cause additional traffic on the already busy roadways in the area. She asked that something be done to mitigate traffic between Alpine and 47 on CR 5. She stated that she would like to see this take a step back to ensure that the develop works with the existing residents to ensure that this will fit well into the neighborhood. She asked if the private road would be signed as a private road.

Chairperson Bauer asked if there has been a worksession on this project.

City Planner McGuire Brigl confirmed that has not yet been done but could be scheduled prior to the February Commission meeting.

Chairperson Bauer explained the format of the open house style meeting, which would allow input and discussion from the neighborhood and with the developer.

Commissioner Anderson thanked the resident for the photos she provided and the comments she provided. He noted that the Fire Department also had some concerns. He stated that he would like to see the private road location moved slightly to preserve additional trees. He stated that the private road would be proposed at 24 feet wide, without parking allowed on either side. He stated that he would propose to move the roadway closers to CR 5.

Ms. Hunter stated that she would be concerned with moving it closer to CR 5, as it would disrupt the stacking that occurs on 146th. She stated that narrowing the road would create less of an opportunity for traffic to speed through but would be concerned with moving the access closer to CR 5.

Patrick Hampton, 15551 Potassium St NW, stated that he lives about one mile from the proposed development and is the current owner of the northmost lot. He encouraged the Commission and City to speed this process up. He commented that he has had multiple medical issues and needs to sell his property to pay for those expenses. He appreciated anything the City can do to speed up this process. He stated that if the City drags this process out too long it could deter the

development of the property, similar to a situation that occurred on another property in the area 15 years ago that remains undeveloped today.

Chad Lindgren, 5561 145th Circle NW, stated that he has seen some change in the area in the 15 years he has lived on his property. He stated that he does not want to see someone not have the ability to sell and develop their land. He believed that there is something that can be done to develop the property but believed that it would have to work for both the residents and developer. He commented that while he would love to see trees preserved, he would not want to see the access moved closed to CR 5. He agreed that perhaps moving the construction entrance off CR 5 would make sense. He stated that location and density of the trees are both important. He noted that he would want to see trees both on the front and back of the property. He stated that on his cul-de-sac there are some two-story homes and some single-story and therefore had some concern with two-story townhomes. He noted that perhaps there could be some slab homes transitioning to the two-story townhomes.

Commissioner VanScoy asked if the turn lane issue has been addressed by the developer.

City Planner McGuire Brigl noted that the comments were provided to the developer and shared with the developer's engineer. She stated that perhaps the developer is awaiting input from the Commission before asking for their engineer to make additional changes.

Chairperson Bauer commented that he feels that the best solution to move forward would be to hold a worksession with the developer and neighbors prior to the February meeting to allow more open dialogue.

Commissioner Anderson commented that this is a good project that he would like to see continue to move forward but has some concerns. He encouraged the neighbors to attend the open house/worksession prior to the February meeting to provide additional input.

Ms. Hunter asked if anything is known about this developer and their experience. She stated that she was unable to find a website and would like to see assurance that this would be a quality development.

City Planner McGuire Brigl stated that the developer does not yet have a website or finished products. She commented that the developer has built homes but did not believe they have completed a full development as of yet.

Commissioner VanScoy stated that he is comfortable with the general approach and supports the open house concept.

Commissioner Gengler commented that she also believes that this would be a good project and improvements have been made since the last review. She agreed with the concerns regarding access, CR 5, and the trees and buffers. She agreed that the open house meeting would be helpful.

Chairperson Bauer confirmed that this would move forward to an open house meeting prior to the regular February meeting.

City Planner Anderson explained that although the open house would begin at 5:30, there is not an agenda and residents can come anytime during that hour to ask questions or provide input.

City Planner McGuire Brigl asked if the Commission would be supportive of a resolution asking the City Council to improve CR 5. She confirmed the consensus of the Commission and noted that she would bring a proposed resolution to the February meeting.

6.01: Consider Amended Sketch Plan for Odyssey Homes; Case of Odyssey Homes (Project No. 19-140)

Presentation

Senior Planner McGuire Brigl presented the Staff Report stating that staff recommends that the applicant proceed to the Preliminary Plat phase with revisions outlined in the staff review files. She stated that a letter of opposition was included in the case.

Commission Business

Commissioner Gengler asked the cul-de-sac standards.

Senior Planner McGuire Brigl commented that the standard would be 600 feet for cul-de-sac length.

Commissioner VanScoy stated that he does not recall a 900-foot cul-de-sac length for this type of density, although there are R-1 developments with longer cul-de-sacs.

Senior Planner McGuire Brigl provided input from the County comments related to Nowthen and emergency access.

Commissioner Anderson stated that he does not believe he would support a 900-foot cul-de-sac.

Councilmember Musgrove stated that recently there was a requirement for a certain size for a bus to turn around and asked that size.

City Planner Anderson explained that within the rural area a 65-foot radius is required and in the urban area a 60-foot radius is required.

Senior Planner McGuire Brigl stated that she spoke with Public Safety and the comment was that the cul-de-sac would need to be full-sized in order to accommodate larger vehicles (plows, garbage trucks, etc.).

Commissioner VanScoy commented that the right-in/right-out option seems like it would be a good compromise but would require a divider because people would attempt to turn in. He assumed that most of the traffic leaving would be heading towards Highway 47.

Senior Planner McGuire Brigl stated that the applicant is going to propose a right exit only, which has not yet been vetted by Anoka County.

Commissioner Woestehoff asked if the County concern would be the connection to 146th and that traffic would cut through.

Senior Planner McGuire Brigl believed that the issue was with the spacing.

Commissioner Woestehoff suggested removing the connection to 146th which would eliminate the cut through ability, making the access on Nowthen with the cul-de-sac at the other side of the development.

Commissioner Anderson asked if the development checks all the boxes for R-2 and this type of development.

Senior Planner McGuire Brigl confirmed that in general all the bulk standards are met with the sketch plan, though items like storm water management, landscaping, density transitioning, traffic, etc. will need to be addressed with the preliminary plat.

Jason Bebeau, 15363 Radium St NW, stated that as the developer his goal would be to have a right on only onto CR 5, with no entrance into the development from CR 5.

Craig Jochum, Hakanson Anderson, referenced a City comment of at least 25 feet, noting that 50 feet is included. He stated that they would ensure that emergency vehicles have access.

Commissioner VanScoy referenced the plan to have a right-out only and no entrance and asked for input from the engineer.

Mr. Jochum stated that the County stated that they would consider a right-in/right-out with a turn lane. He stated that they have not yet proposed the right-out only option to the County.

Alena Hunter, 14628 Helium St, thanked everyone for the opportunity to have the open house. She described the path traffic takes from Highway 47 onto and along CR 5. She stated that if the only entrance into the development is from 146th that will cause a bigger traffic problem on CR 5. She believed a right-in/right-out may be a good solution. She believed that the intersection of CR 5 and 146th is already a dangerous intersection and should be addressed before this development could be added. She stated that the existing trail stops before this development property and does not continue until Sunwood, although there is a full trail on the other side of CR 5. She stated that there are arborvitaes that are very dense and could solve the problem of screening. She stated that drainage is a huge issue as the property sits in a low spot. She stated that she was happy to hear that the homes would be priced around $250,000 to $300,000. She stated that she will look at the development the developer completed in Isanti. She commented that she wants to see a high-quality development and wants this to be reviewed from a holistic perspective. She asked the Commission to think this through as this development will be right off a major City roadway that already has traffic/safety issues.

Chad Lindgren, 5561 145th Circle, stated that traffic is a big issue for this area. He stated that many residents that attended the open house were concerned with tree density. He understands that the developer meets all the requirements for the development. He liked that the developer has stated that they will try to save the trees that can be saved. He agreed that arborvitaes would be a great addition as they grow quickly and provide great transition. He appreciated the time of the Commission and developer to listen to the residents earlier at the open house.

Patrick Hampton, 15551 Potassium St NW, stated that he is the owner of the northern parcel of land and thanked the Commission for providing him an opportunity to speak. He stated that the Commission seems to be honest and fair and attempts to look at the issue from all sides. He stated that he has been on both sides of the issue and provided background on an issue that occurred 15 years ago when a development was proposed across from his parcel which would cause him to lose land and be assessed. He stated that he spent three years and $20,000 fighting against the City. He stated that now he is on the other side and has welcomed the input from the residents. He stated that in this case the residents are not going to lose land or be assessed. He agreed that as many trees should be saved as possible, but also commented that it is his land and they are his trees. He stated that he wants to sell his land to help with his ongoing medical issues. He stated that the neighbors have enjoyed the benefits of his property being undeveloped for many years without paying any of the associated costs. He commented that its frustrating that this process is moving slowly and appreciated if this could continue to move forward. He thanked the Commission for listening to concerns and being fair in its consideration. He stated that he has lived in his home for over 60 years and would hate to lose the home that he and his elderly mother live in because of the medical expenses and issues he has, when the sale of this property would resolve that issue. He recognized that there are issues with traffic because Ramsey is becoming a City rather than a little rural township.

Chairperson Bauer explained the intent of a sketch plan, which allows the Commission and residents to provide input to the developer before additional expense is incurred developing the Preliminary Plat elements.

Commissioner Anderson commented that the developer should proceed to Preliminary Plat but work with staff to address the questions raised tonight at the meeting and through the open house.

Commissioner Peters asked what is keeping CR 5 from having the speed limit lowered, noting that there are now two elementary schools along that roadway.

Commissioner Woestehoff stated that he had the same concern with Alpine and learned that a speed study could result in a higher speed limit posted, as the County will adjust to what drivers are driving.

Senior Planner McGuire Brigl stated that she would speak with Public Works, as the City could send in a request to have the speed limit reviewed.

Commissioner Gengler stated that this is a viable option for this site, and she likes the density, but the CR 5 piece is the problematic piece for her.

Commissioner VanScoy stated that he is comfortable as long as there could be some type of access on the southern end, noting that he would prefer the right-in/right-out. He acknowledged that would be a decision of the County. He stated that the traffic on CR 5 is what it is and adding a few more vehicles will not significantly change the conditions.

Ms. Hunter stated that there was discussion at the open house related to a left-hand turn lane northbound on CR 5 at 146th and asked if the City could ask the County about that option. She noted that this may be an opportunity for the developer to fund that improvement.

Mr. Hampton thanked the Commission for providing him the opportunity to vent and for agreeing to allow the project to move forward. He stated that he has been trying to sell the land since May and the developer began this process with the City in September, so it can just be frustrating with the length of time needed for these types of projects to move ahead.

Mr. Bebeau stated that he agrees that the left turn lane would be beneficial but did not believe that is an expense that the developer should pay for, as that would require widening CR 5. He recognized that the turn lane would benefit the hundreds of other homes in that area, rather than the additional 26 homes. He noted that type of expense would most likely kill this project.

Chairperson Bauer stated that he would not think that expense would be of the developer.

Senior Planner McGuire Brigl commented that it is her understanding that if a development warrants a change to a major road, the developer is responsible to making the improvement. She explained that if the County required that improvement, the developer would be responsible.

Chairperson Bauer commented that the issue already exists without this development present.

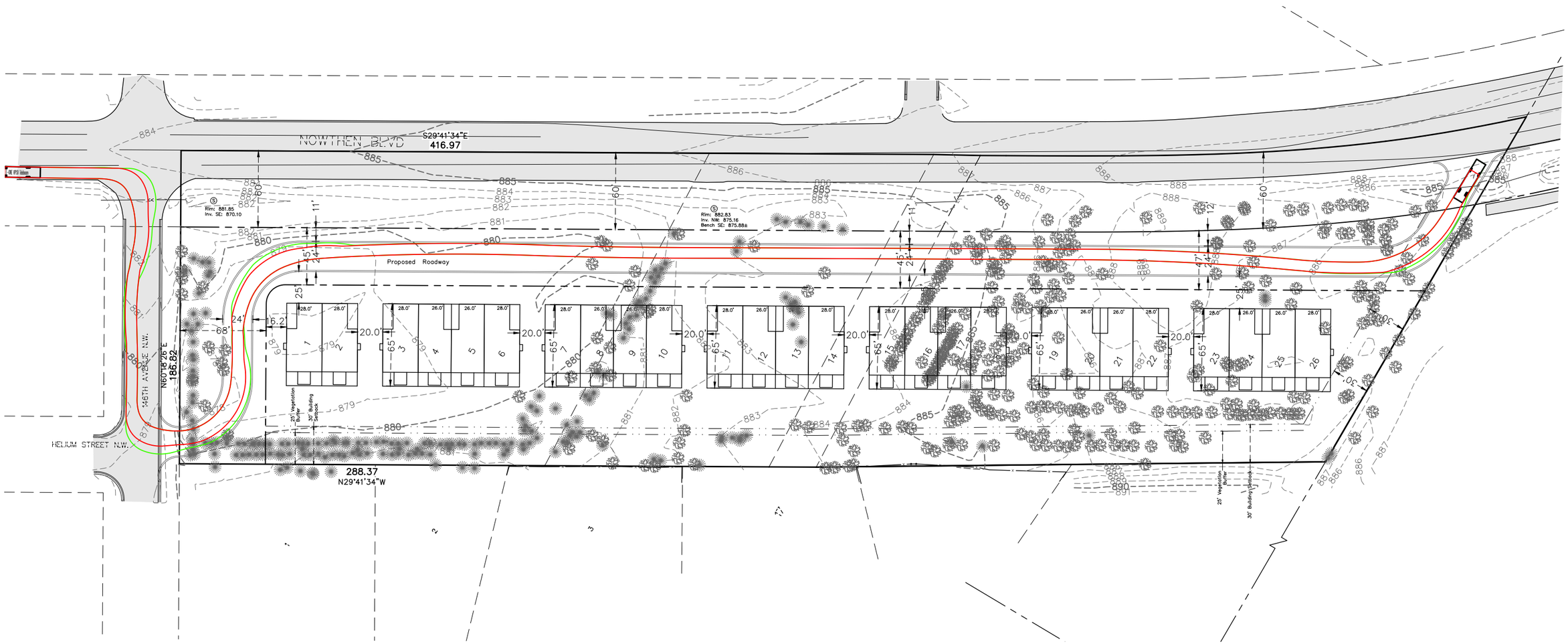
Senior Planner McGuire Brigl explained that if the traffic levels are changing because of this development and the improvement is required to support the development, the developer would be responsible.

Mr. Bebeau stated that he does not believe that the County would require the left turn lane. He recognized that if the right-in/right-out is approved/selected, he would be responsible for constructing the right turn lane.

Commissioner VanScoy stated that the County traffic report has no discussion requiring left turn lanes and did not address the 146th intersection at all.

Chairperson Bauer stated that the property is zoned R-2 and this is on the low end of the density that would be allowed. He agreed that the County should have input as to what is considered safe and what could/should be done.

It was the consensus of the Commission that the applicant moves forward to the Preliminary Plat phase, addressing the concerns raised.



DATE	REVISION

Feb 24, 2020 – 10:14am
K:\cad_surv\Land Desktop 2008\4455.01 (3373.16)\dwg\3373.16 TOPO 50 CL.dwg

DESIGNED BY: BP	
DRAWN BY: MSS	DATE: 02/06/20
CHECKED BY: BP	FILE NO. 3373.16

Hakanson Anderson
Civil Engineers and Land Surveyors
3601 Thurston Ave., Anoka, Minnesota 55303
763-427-5860 FAX 763-427-0520
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SKETCH PLAN

4-PLEX BUILDING

SHEET 1 OF 1 SHEETS

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CITY OF RAMSEY LAND USE APPLICATION
TECHNICAL REVIEW FILE

DATE	MAY 26, 2020	**PROJECT ADDRESS**	TBD
PROJECT. TITLE	HAMPTON HOMES		
ESCROW #	117171		
DEPARTMENT:	Planning Division		
TECHNICAL REVIEWER:	Name: Chris Anderson Phone: 763-433-9817 Email: canderson@cityoframsey.com		

We offer the following comments regarding the civil engineering plans, prepared by Hakanson Anderson and dated April 24, 2020:

Sheet T1

- Provide a color rendering of the building(s).

Sheet A5

- Revise the front and side (north) elevations to include thirty-five percent (35%) coverage with face brick, natural stone, or stucco.

Sheet 1: Simplified Preliminary Plat

- Show the extension of the bituminous trail from southern boundary north to intersection with 146th Ave NW on this sheet and all other applicable sheets. Trail shall be ten (10) feet in width.
- Please add the property description, legend, lot tabulations, notes, etc. to this sheet (do not turn on any other layers, such trees, contours, etc.).
- Add open space calculation to this sheet. At least 40% open space is required and of that, at least 10% shall be identified as common space for use by residents of the development.
- Right of access along Nowthen Blvd shall be dedicated to Anoka County with the exception of the right out only access point.
- It is Staff's recommendation that northbound and southbound turn lanes on Nowthen Blvd at 146th Ave be incorporated into this project.
- Show building setback lines and density transition area 'buffer' widths on this sheet.
- Show separation distances between buildings (must be at least 20 feet).
- Private road must be signed as No Parking (either side).
- Offset/stagger the buildings by one to two feet to assist with varying structure orientation.

Sheet C14

- Add note that a Demolition Permit is required prior to removal of any building(s) on the property.

Sheet C15

- Where existing access to Nowthen Blvd are being removed, those areas of ditch section shall be restored to match the adjacent existing ditch depth, slope, and grades.

Sheet C16

- Tree Save Fencing must be shown on all grading sheets. Tree Save Fencing shall be installed no closer to a tree or group of trees than the dripline. There shall be no soil disturbance beyond the Tree Save Fence.

Sheet L1

- Update sheet to specify where sod will be installed and any areas where seed is proposed.
- Sod is required within all boulevard areas (at least the first ten [10] feet back from street).
- Proposed trees along the western border (density transitioning plantings) need to have some shade tolerance as they will be interspersed with existing tree cover. Consider substituting in other, more shade tolerant species, along this border.
- Labels appear to be missing for the trees planted along the private road. Add labels.

Sheet L2

- Density Transitioning is required along the northern boundary of the site, which is approximately 187 feet in length (requires at least four (4) each of ornamental, evergreen, and overstory trees). Additional plantings must be added to this area.
- There is a small, bold circle next to one of the bur oaks along eastern boundary, what does that represent?
- The Spring Snow Crabapple and two Austrian Pines between the two northern most four-unit buildings should be relocated elsewhere on site. There is a storm sewer line that will run between these two buildings so it would be best to avoid any potential future conflicts with this infrastructure.

Sheet L4

- Four (4) inches of topsoil, with not more than thirty-five percent (35%) sand content, is required over all disturbed areas not otherwise improved with impervious surfacing (e.g. buildings, driveways, walkways, etc.), excluding stormwater ponds.
- Irrigation system must include a rain sensor and some form of water efficient technology such as a smart controller. Add this language to Planting Notes.
- Change Plant List to specify minimum shrub size at installation is 24 inches in height or width, depending on species growth characteristics.

Sheet T2

- Add a legend to clarify what each color within the table represents.
- Add a summary table related to each of the colors that highlights what each category is, how many DBH inches per color, and how many inches will be saved or removed per color.
- It is unclear if invasive species that are not being removed are being excluded from the removal calculation. Only invasive trees that are being removed can be excluded; any proposed to remain on site must be factored in to the tree preservation calculation.

Street Light Plan

- A Street Lighting Plan shall be prepared and submitted for review by the City. At a minimum, it shall include street lights at the intersection with 146th, at the right out only access to Nowthen Blvd, and at least one street light along the private road.

Noise Study

- Due to the proximity to County State Aid Highway 5 (CSAH 5), a noise study shall be prepared and submitted to the City for review. The findings of the noise study may impact the layout of the Preliminary Plat if noise mitigation measures are found to be necessary or warranted.

ProjectDox

Changemarks Report

Project Name: 19-140 Odyssey Homes Townhomes

Workflow Started: 03/05/2020 1:56 PM

Report Generated: 05/27/2020 02:14 PM

Cycle	Complete?	Status	Department	Snapshot	File	Markup Name	Changemark Subject	Changemark Details	Markup Date	Updated By	Applicant Response
1	False	Unresolved	City Planner		REMOVALS SHEET 2.pdf	CA	Restoration	All existing access points to Nowthen Blvd being eliminated shall be regraded to match existing ditch depth, slopes, and grades.	05/26/2020 2:53 PM	Chris Anderson	
1	False	Unresolved	City Planner		BUILDING ELEVATION SHEET 2.pdf	CA	Exterior Finish Materials	The north (side facing public street) and east (front) elevations must be updated to include 35% face brick, natural stone, or stucco (excluding door and window area from the calculation).	05/26/2020 2:34 PM	Chris Anderson	
1	False	Unresolved	City Planner		BUILDING ELEVATION SHEET 1.pdf	CA	Color Elevation	Provide a color rendering of the building(s).	05/26/2020 11:40 AM	Chris Anderson	
1	False	Unresolved	Civil Engineer II (Joe)		STORM-STREET SHEET 3.pdf	JJF	Street Tie-In	Replace Street Tie-in detail with STR-25, Street Patching Standards.	05/26/2020 9:15 AM	Joe Feriancek	
1	False	Unresolved	Civil Engineer II (Joe)		GRADING SHEET 2.pdf	JJF	Match Line	Adjust viewport in grading sheet 2 to show more of the proposed grading to the south, difficult to see the grading at the match line as shown.	05/26/2020 9:10 AM	Joe Feriancek	
1	False	Unresolved	Civil Engineer II (Joe)		GRADING SHEET 2.pdf	JJF	Standard Plate 40038	Add this to the plans, show the proposed orifices.	05/26/2020 9:10 AM	Joe Feriancek	

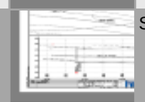
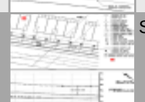
ProjectDox

Changemarks Report

1	False	Unresolved	Civil Engineer II (Joe)		GRADING SHEET 2.pdf	JJF	Perimeter Protection	Grading towards 146th Avenue, add protection at back of curb/edge of grading.	05/26/2020 9:10 AM	Joe Feriancek	
1	False	Unresolved	Civil Engineer II (Joe)		GRADING SHEET 2.pdf	JJF	Silt Fence	Call out silt fence and add to legend. For infiltration basin, silt fence after grading, call out note about no compaction within infiltration areas.	05/26/2020 9:10 AM	Joe Feriancek	
1	False	Unresolved	Civil Engineer II (Joe)		GRADING SHEET 2.pdf	JJF	Inlet Protection	Add note for inlet protection of CB's after installation.	05/26/2020 9:10 AM	Joe Feriancek	
1	False	Unresolved	Civil Engineer II (Joe)		GRADING SHEET 1.pdf	JJF	Trail Jog north side of exit	Is there a reason this jog cannot be made further from the intersection. This short jog is going to be difficult to plow.	05/26/2020 9:02 AM	Joe Feriancek	
1	False	Unresolved	Civil Engineer II (Joe)		GRADING SHEET 1.pdf	JJF	Grade Break between buildings	add the high point / grade break information for between the buildings. As shown some building are flat front to back.	05/26/2020 9:02 AM	Joe Feriancek	
1	False	Unresolved	Civil Engineer II (Joe)		SEWER-WATER SHEET 2.pdf	JJF	Service adjacent ot MH 102	Shift services north to get more seperation between water service and manhole.	05/26/2020 8:38 AM	Joe Feriancek	
1	False	Unresolved	Civil Engineer II (Joe)		SEWER-WATER SHEET 1.pdf	JJF	Wet Tap	Add detail for proposed wet tap.	05/26/2020 8:56 AM	Joe Feriancek	
1	False	Unresolved	Civil Engineer II (Joe)		SEWER-WATER SHEET 1.pdf	JJF	Services	Provide information for proposed services. Elevations, pipe size/length/slope/invert/stationing.	05/26/2020 8:56 AM	Joe Feriancek	

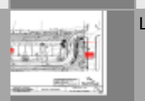
ProjectDox

Changemarks Report

1	False	Unresolved	Civil Engineer II (Joe)		SEWER-WATER SHEET 1.pdf	JJF	Lots	Call out Lot and/or unit numbers.	05/26/2020 8:56 AM	Joe Feriancek	
1	False	Unresolved	Civil Engineer II (Joe)		SEWER-WATER SHEET 1.pdf	JJF	MH Label	Add Station information to label on sanitary structure profile labels.	05/26/2020 8:56 AM	Joe Feriancek	
1	False	Unresolved	Civil Engineer II (Joe)		SEWER-WATER SHEET 1.pdf	JJF	Profile	Call out if this profile is centerline profile.	05/26/2020 8:56 AM	Joe Feriancek	
1	False	Unresolved	Civil Engineer II (Joe)		SEWER-WATER SHEET 1.pdf	JJF	4" service into manhole 103	This service must fall into the trough in the bottom of the manhole,	05/26/2020 8:56 AM	Joe Feriancek	
1	False	Unresolved	Civil Engineer II (Joe)		SEWER-WATER SHEET 1.pdf	JJF	Watermain Note	Add watermain note, Watermain 6" or less class 53, 8" or greater class 52.	05/26/2020 8:56 AM	Joe Feriancek	
1	False	Unresolved	Civil Engineer II (Joe)		REMOVALS SHEET 1.pdf	JJF	Remove Striping	Highlight the areas of removal, call out striping type being removed.	05/26/2020 8:26 AM	Joe Feriancek	
1	False	Unresolved	Civil Engineer II (Joe)		DETAIL SHEET 1.pdf	JJF	Site Specific Typical Section	A site specific typical section is required. Use actuall prposed dimensions, show lot line distance, include trail as proposed on plans.	05/26/2020 8:11 AM	Joe Feriancek	
1	False	Unresolved	Civil Engineer II (Joe)		SWPPP PLAN.pdf	JJF	Add note for street sweeper	Sweeper must be available within 3 hours of notice from City. Tracking on CSAH 5 must be closely monitored at all times.	05/26/2020 8:07 AM	Joe Feriancek	
1	False	Unresolved	Civil Engineer II (Joe)		DETAIL SHEET 4.pdf	JJF	Pedestrian Ramp Grading Details	Add street names to make ramp location obvious.	05/26/2020 7:38 AM	Joe Feriancek	

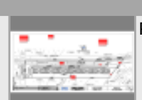
ProjectDox

Changemarks Report

1	False	Unresolved	City Planner		REMOVALS SHEET 1.pdf	CA	Demolition Permit Required	A Demolition Permit must be obtained prior to removal of any buildings on the property.	05/12/2020 10:23 AM	Chris Anderson	
1	False	Unresolved	City Planner		LANDSCAPE SHEET 2.pdf	CA	Density Transitioning	Density Transitioning is required along the northern boundary (187 feet = 4 ornamental, 4 evergreen, and 4 overstory trees). Additional plantings shall be added in this area.	05/12/2020 10:30 AM	Chris Anderson	
1	False	Unresolved	City Planner		LANDSCAPE SHEET 2.pdf	CA	Storm Sewer Conflict	The Spring Snow Crabapple and 2 Austrian Pines should be relocated elsewhere on site. There is a storm sewer line proposed to run between these two buildings and the trees could conflict with that infrastructure.	05/12/2020 10:30 AM	Chris Anderson	
1	False	Unresolved	City Planner		GRADING SHEET 1.pdf	CA	Tree Save Fencing	Tree Save Fencing must be shown on all grading sheets. Tree save fencing shall be placed no closer to a tree or group of trees than the dripline. There shall be no disturbance of soil beyond the tree save fence.	05/12/2020 9:48 AM	Chris Anderson	
1	False	Unresolved	City Planner		LANDSCAPE SHEET 1.pdf	CA	Sod	Update this sheet to indicate where sod will be installed and areas where seed is proposed.	05/12/2020 9:44 AM	Chris Anderson	
1	False	Unresolved	City Planner		LANDSCAPE SHEET 1.pdf	CA	Shade Tolerant Options	Consider substituting in more shade tolerant options along the western boundary where there are existing trees that will cast some shade.	05/12/2020 9:44 AM	Chris Anderson	
1	False	Unresolved	City Planner		LANDSCAPE SHEET 1.pdf	CA	Labels	Add labels to the trees proposed along the road.	05/12/2020 9:44 AM	Chris Anderson	

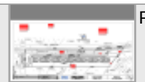
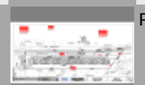
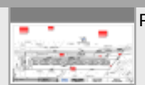
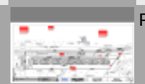
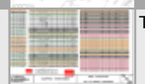
ProjectDox

Changemarks Report

1	False	Unresolved	City Planner		LANDSCAPE SHEET 4.pdf	CA	Topsoil	City requires four (4) inches of topsoil over all disturbed areas not otherwise improved with impervious surfacing (e.g. buildings, driveways, walkways, etc.), excluding stormwater ponds. Topsoil shall contain not more than 35% sand content.	05/12/2020 9:23 AM	Chris Anderson	
1	False	Unresolved	City Planner		LANDSCAPE SHEET 4.pdf	CA	Irrigation System	Irrigation system must include a rain sensor and some form of water efficient technology such as a smart controller. Add this language to Planting Notes.	05/12/2020 9:23 AM	Chris Anderson	
1	False	Unresolved	City Planner		LANDSCAPE SHEET 4.pdf	CA	Shrub Size	Change Plant List to specify shrub size is at least 24" in height or width, depending on growth characterstics, at time of installation. This is noted in the Planing Notes, but must be reflected in the Plant List.	05/12/2020 9:23 AM	Chris Anderson	
1	False	Unresolved	City Planner		PRELIMINARY PLAT-SIMPLIFIED.pdf	CA	Details	Add the property description, legend, lot tabulations, notes etc. that are on top of the other Preliminary Plat sheet to this sheet so the info is all in one place without the underlying trees, contour lines, etc.	05/27/2020 2:06 PM	Chris Anderson	
1	False	Unresolved	City Planner		PRELIMINARY PLAT-SIMPLIFIED.pdf	CA	Bituminous Trail	This trail shall be extended to the intersection with 146th Ave. Must be shown on this sheet and all other applicable sheets. Bituminous trail shall be ten (10) feet in width.	05/27/2020 2:06 PM	Chris Anderson	

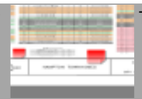
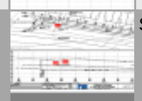
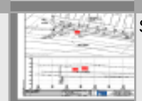
ProjectDox

Changemarks Report

1	False	Unresolved	City Planner		PRELIMINARY PLAT-SIMPLIFIED.pdf	CA	Open Space	Add calculation of open space. Code requires at least 40% open space for use by the development's residents. At least 10% of that open space shall be identified as common space for the development.	05/27/2020 2:06 PM	Chris Anderson	
1	False	Unresolved	City Planner		PRELIMINARY PLAT-SIMPLIFIED.pdf	CA	Right of Access	Right of Access shall be dedicated to Anoka County for entire lenth of Nowthen Blvd, with the exception of the proposed right out access.	05/27/2020 2:06 PM	Chris Anderson	
1	False	Unresolved	City Planner		PRELIMINARY PLAT-SIMPLIFIED.pdf	CA	Turn Lanes	While the right out only access doesn't trigger any modifications to Nowthen Blvd, based on the feedback and public input received to this point, it is our recommendation that the plans be revised to incorporate northbound and southbound turn lanes on Nowthen Blvd at 146th Ave.	05/27/2020 2:06 PM	Chris Anderson	
1	False	Unresolved	City Planner		PRELIMINARY PLAT-SIMPLIFIED.pdf	CA	Building Setback Lines	Add building setback line(s) to this sheet and also the Density Transition Area 'buffer' width as well.	05/27/2020 2:06 PM	Chris Anderson	
1	False	Unresolved	City Planner		PRELIMINARY PLAT-SIMPLIFIED.pdf	CA	Setback Distance	What is this setback distance? Side yard setback for a building shall be at least 30 feet.	05/27/2020 2:06 PM	Chris Anderson	
1	False	Unresolved	City Planner		PRELIMINARY PLAT-SIMPLIFIED.pdf	CA	No Parking	Private road must be signed as No Parking	05/27/2020 2:06 PM	Chris Anderson	
1	False	Unresolved	Environmental Review		TREE INVENTORY SHEET 2.pdf	CA	Labels	What do the different color rows represent? Please add some sort of legend to clarify.	05/11/2020 3:33 PM	Chris Anderson	

ProjectDox

Changemarks Report

1	False	Unresolved	Environmental Review		TREE INVENTORY SHEET 2.pdf	CA	Summary Table	For quick glance and clarification, please add a summary table that shows what each color represents, how many DBH inches are included, and how many of those will be either saved or removed.	05/11/2020 3:33 PM	Chris Anderson	
1	False	Unresolved	Engineering Tech - Inspections (Logan)		SEWER-WATER SHEET 2.pdf	Logan Czech	Overlap	Water main should not run directly under storm sewer structures.	05/08/2020 10:44 AM	Logan Czech	
1	False	Unresolved	Engineering Tech - Inspections (Logan)		SEWER-WATER SHEET 1.pdf	Logan Czech	Storm Sewer Crossing	Show storm sewer crossings on elevation views of Sewer-Water pages	05/08/2020 10:41 AM	Logan Czech	
1	False	Unresolved	Engineering Tech - Inspections (Logan)		SEWER-WATER SHEET 1.pdf	Logan Czech	Insulation	If there is <2' of soil between storm sewer and water main at any crossing then show insulation between, per City of Ramsey Engineering Standards.	05/08/2020 10:41 AM	Logan Czech	
1	False	Unresolved	Engineering Tech - Inspections (Logan)		SEWER-WATER SHEET 1.pdf	Logan Czech	Overlap	Water main should not run directly under storm sewer structures.	05/08/2020 10:41 AM	Logan Czech	
1	False	Unresolved	Engineering Tech - Inspections (Logan)		STORM-STREET SHEET 1.pdf	Logan Czech	Storm Sewer Elevation	Show storm sewer in elevation view on Storm Sewer Pages	05/08/2020 10:32 AM	Logan Czech	
1	False	Unresolved	Engineering Tech - Inspections (Logan)		STORM-STREET SHEET 2.pdf	Logan Czech	Storm Grade	Is there no room to get these two storm pipes to have some grade change? Raise the inverts of CB 3,4 & STMH 5?	05/08/2020 10:23 AM	Logan Czech	

Hakanson Anderson

Main Office:
3601 Thurston Avenue, Anoka, MN 55303
Phone: 763/427-5860 Fax: 763/427-0520
www.haa-inc.com

40 YEARS

June 4, 2020

Chris Anderson, City Planner
7550 Sunwood Drive NW
Ramsey, MN 55303

RE: Hampton Townhomes

Dear Mr. Anderson:

This letter is in regards to your memo dated May 26, 2020 regarding the above referenced project. We wanted to address the comment regarding the recommendation requiring northbound and southbound left turn lanes at 146th Avenue on Nowthen Boulevard.

The developer is requesting clarification on this recommendation. This intersection has sufficient sight distance and does not appear to have a capacity issue. In accordance with the MnDOT highway design manual a sight distance of 610 feet is needed to allow a stopped vehicle on Nowthen Boulevard to safely make a left turn onto 146th Avenue. This intersection has sight distances in excess of 1,000 feet.

On June 2, 2020 we field verified left turning movements at the intersection from 4:00 p.m. to 6:00 p.m., which would typically be considered the peak time for this type of intersection. We observed 54 northbound left turning vehicles and 4 southbound left turning vehicles at the intersection of 146th Avenue and Nowthen Boulevard. Of the 58 total vehicles, 54 had no wait time, to take the left, and the remaining 4 had less than 2 seconds of wait time.

We understand the current recommendation for the left turn lanes is based on limited technical information. The Developer is requesting input from staff, regarding additional information that could be provided that would allow staff to reconsider the requirement of left turn lanes at 146th Avenue.

If you have any questions please contact Jason Bebeau at 763-301-4550 or myself at 763-852-0485.

Sincerely,
Hakanson Anderson

Craig J. Jochum, Project Engineer

cc: Chloe McGuire Brigl, Senior Planner
Jason Bebeau, Developer

5.02: Public Hearing: Consider Resolution #20-114 Approving Preliminary Plat for Hampton Homes (Project #19-140): Case of Platinum Land LLC

Public Hearing

Chairperson Bauer called the public hearing to order at 7:19 p.m.

Presentation

City Planner Anderson presented the staff report stating that staff recommends approval of the Preliminary Plat with one or more of the following contingencies:

- Compliance with the Staff Review Comments
- Completion of a noise study prior to final action by the City Council
- Incorporation of northbound and southbound turn lanes on Nowthen Boulevard at 146th Avenue

City Planner Anderson stated that this would help address the concerns that have been raised both by the public (traffic) as well as Anoka County (noise). The Preliminary Plat does address the other major concern which was tree preservation and density transitioning. The subject property is zoned and guided for the proposed product and density. Based on the feedback over the years concerning Nowthen Boulevard and public comments specific to this project regarding traffic, staff supports this alternative with all three contingencies.

Chairperson Bauer asked why the developer would be made to pay for the turn lanes when there are more residents outside of the development causing the problems with traffic at the intersection.

City Planner Anderson replied that Nowthen Boulevard has been identified as a concern and there will be a corridor study done in 2020 or 2021 to review the improvements that could be made throughout the corridor. He stated that project will add additional vehicular traffic to the road, and this is an opportunity to start to address some of the concerns with the roadway.

Chairperson Bauer stated that he understands the concern but asked why that would be an expense of the developer and not the City.

Deputy City Administrator Gladhill stated that when there is an increase in demand because of a new project, the improvement is the responsibility of the developer. He stated that because this is a County road, the City could not assess any other properties other than this property because of the right-of-way. He stated that there are safety issues on Nowthen Boulevard that need, and should be addressed, noting that if the Commission believes that the City should cost share a portion of the improvement that recommendation could be made.

Chairperson Bauer stated that he previously lived north of the intersection and even at that time, two years ago, there was an issue with the turning traffic at that intersection and vehicles bypassing on the shoulder. He stated that this is a problem that has existed for years and therefore while he believes that this improvement is needed, he does not believe that this is the responsibility of the developer.

Citizen Input

Craig Jochum, representing the applicant, stated that they appreciate the residents and the City's concern with the intersection and turn lanes. He stated that while he does not disagree that the area would benefit from turn lanes, it would not be fair to place that improvement on this project which is four developable acres and would cause the project to be cost prohibitive. He stated that the developer would be willing to pay their share for the improvement, but it would not be fair to place the entire cost upon this development.

Commissioner VanScoy asked the percentage the developer would feel comfortable contributing to the improvement.

Mr. Jochum stated that he had not completed the calculations but suggested perhaps 20 percent, noting that this parcel would be about 10 percent of the area using the turn lane and 20 percent of the traffic.

Chairperson Bauer asked if staff is aware of the cost to make the improvement.

Deputy City Administrator Gladhill stated that cost is not yet known. He stated that the Commission could state that they would support the turn lane improvement with the developer paying their pro rata share.

Alena Hunter, 14628 Helium Street NW, stated that the City really does need to look at Nowthen Boulevard and the turn lanes. She stated that she fears that this would get to the situation where the City refuses to fund a portion of the improvement as a cost-share which would push the project years down the line. She commented that intersection is a dangerous area and adding additional homes and traffic in that area will only increase the problem further as that would be the only way into the neighborhood. She stated that the turn lanes are needed but recognized that it will be a matter of who pays for the improvement. She hoped that the City and developer could come to an agreement and would like to see the improvement installed as a part of the project. She thanked the developer for incorporating suggestions that were made with the landscaping and buffering.

Chad Lindgren, 5561 145th Circle NW, stated that the developer has listened to the concerns and worked hard to incorporate the suggestions. He stated that the turn lane is essential, whether it was caused by existing traffic or this project, this is an opportunity to complete the improvement. He stated that the use of the trail will change and there will need to be something done at 146th. He referenced the noise study, stating that there is not a lot of room to complete something if that is needed. He hoped that the results of the study would be known soon to ensure something could be included in the project, if needed. He appreciated the developer hearing the concerns but commented that it is unfortunate that this is the second meeting the developer has been unable to attend.

Mandy Erlandson, 5640 146th Avenue NW, stated that she appreciates that representatives from the applicant are participating in the meeting but shared the concern that this is the second meeting that the developer has not participated in. She stated that seems to send the message that the

developer is not concerned with the comments of the residents. She echoed the comments that have been made by the previous residents. She stated that she is very concerned with the increase in traffic and safety concerns. She stated that she is also concerned with the noise, noting that her biggest concern would be that the noise is not mitigated and would prevent people from wanting to purchase the townhomes. She stated that concern was brought forward by multiple residents at the meeting in February. She commented that the townhomes are close to the road and with possible noise issues, the residents in the area are concerned that the townhomes would remain vacant. She stated that the existing residents want to ensure that the product constructed would be desirable and attract new residents.

Chairperson Bauer asked the number of units that could be built under the zoning compared to the number of homes proposed in this project.

City Planner Anderson replied that the zoning would allow for four to seven units per acre. He stated that this project proposes about six units per acre, with 26 attached townhome units.

Ms. Hunter asked if the City is able to require that the items discussed would be resolved prior to construction beginning, such as the noise mitigation and traffic improvements. She stated that there are homes across the street from her home that abut County Road 5, which act as a noise buffer for her property. She commented that noise mitigation will be huge for the residents in the proposed development. She stated that perhaps trees and fencing be used to mitigate that noise and hoped that those could be included in the project along with the turn lane to ensure that those items are completed.

City Planner Anderson commented that a noise study would need to be completed before final approval of the project could occur to ensure that any mitigation efforts could be included in the project. He stated that if there is a cost-share with the developer for the turn lane improvement, that would still be done as a part of this project. He confirmed that all of the items would be fully resolved prior to construction beginning.

Commissioner VanScoy stated that he agrees that there is an issue with the turn lanes and would like that addressed. He questioned the need for the noise study. He asked if a sound study was required for the townhomes to the southeast, as this seems to be a similar project.

Deputy City Administrator Gladhill stated that it is common to require a noise study for any project on a County/State highway. He stated that the project to the southeast also completed a noise study and made some alterations to their building in order to mitigate noise, along with other measures. He commented that the mitigation along Nowthen Boulevard are typically small compared to those properties adjacent Highway 10.

Commissioner Anderson referenced the cost of the turn lanes, which could be $100,000 or $200,000, and asked if the County would contribute a portion of the improvement cost as it is a County road.

Deputy City Administrator Gladhill stated that if the improvement is a reaction to a development proposal, it would be up to the City and developer to fund the improvement. He stated that if the

improvement is associated with a long-term study of the corridor, the County could be a partner but noted that the improvement would then not occur for many years.

Commissioner Anderson asked if the City is allowed to make changes to a County road.

Deputy City Administrator Gladhill replied that the City can gain approval for turn lanes from the County.

Ms. Erlandson stated that it seems that it would be appropriate for the noise study to be done, whether it has been a protocol in the past. She commented that this development has very little wiggle room in terms of the available space and layout and therefore wanted to ensure that the proper mitigation elements could be included in the plan. She stated that there are multiple exits she can use from her property and was concerned about the traffic impacts that would occur during construction for existing residents.

Chairperson Bauer recognized that there would be construction traffic during any project.

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

A roll call vote was performed:

Commissioner Peters	aye
Commissioner Woestehoff	aye
Chairperson Bauer	aye
Commissioner Johnson	aye
Commissioner Anderson	aye
Commissioner Gengler	aye
Commissioner VanScoy	aye

Motion Carried.

Chairperson Bauer closed the public hearing closed at 8:07 p.m.

Commission Business

Motion by Commissioner VanScoy, seconded by Commissioner Woestehoff, to recommend that City Council adopt Resolution #20-114 approving Preliminary Plat for Hampton Townhomes with the conditions noted in the staff report and the added condition that the City work with the developer to cost-share the turn lane improvement.

A roll call vote was performed:

Commissioner Woestehoff	aye
Commissioner Johnson	aye
Commissioner Peters	aye

Chairperson Bauer	aye
Commissioner Gengler	aye
Commissioner Anderson	aye
Commissioner VanScoy	aye

Motion Carried.

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

RESOLUTION #20-114

RESOLUTION APPROVING PRELIMINARY PLAT FOR HAMPTON HOMES

WHEREAS, Platinum Land LLC, hereafter referred to as "Developer", properly applied for Preliminary Plat approval of the legally described property in Exhibit A, attached hereto:

(the 'Subject Property'); and

WHEREAS, the Subject Property is currently zoned R-2 Residential (Medium Density), is guided as Medium Density Residential in the Comprehensive Plan, and is approximately 5.5 acres in size; and

WHEREAS, the Planning Commission considered the sketch plan for Hampton Homes (formerly known as Odyssey Homes) at its meeting on January 2, 2020 and again on February 6, 2020; and

WHEREAS, the City Council considered the sketch plan for Hampton Homes (formerly known as Odyssey Homes) at its meeting on January 14, 2020; and

WHEREAS, the City has received an Application for Preliminary Plat approval on May 1, 2020; and

WHEREAS, the Planning Commission considered the Preliminary Plat for Hampton Homes at its meeting on June 4, 2020.

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

1. That the Ramsey City Council hereby grants Preliminary Plat approval for Hampton Homes contingent upon the following conditions
    a. Conformance with Staff Review and approval of plans by the City Engineer.
    b. Completion of a noise study and incorporation of any identified mitigation elements.
    c. Incorporation of northbound and southbound turn lanes on Nowthen Boulevard NW at 146th Ave.
    d. Stormwater Approval by the Lower Rum River Watershed Management Organization.

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 23rd day of June, 2020.

_____
Mayor

ATTEST:

_____

City Clerk

Exbibit A
Legal Description

That part of the Southwest Quarter of the Northwest Quarter of Section 25, Township 32, Range 25, Anoka County, Minnesota described as follows: Commencing at the west quarter corner of said section, thence north 90 degrees east along south line of said quarter 829.6 feet, thence north 30 degrees 49 minutes, 30 seconds west 401.96 feet, thence north 29 degrees, 55 minutes 10 seconds west 214.2 feet to point of beginning, thence continue north 29 degrees 55 minutes 10 seconds west 288.37 feet, thence north 60 degrees 04 minutes 50 seconds east 247.03 feet more or less to centerline of CSAH No 5, thence south 29 degrees 55 minutes 10 seconds east along said centerline 416.97 feet, thence south 87 degrees 34 minutes 50 seconds west 278.5 feet more or less to point of beginning except roads subject to easement of record

-and-

That part of Southwest Quarter of Northwest Quarter of Section 25, Township 32, Range 25, Anoka County, Minnesota described as follows: commencing at the west quarter corner of said section, thence east along south line of said quarter quarter 829.6 feet, thence north 30 degrees 49 minutes 30 seconds west 401.96 feet, thence north 29 degrees 55 minutes 10 seconds west 37.2 feet to point of beginning, thence continue north 29 degrees 55 minutes 10 seconds west 177 feet, thence north 87 degrees 34 minutes 50 seconds east 278.5 feet more or less to centerline of CSAH No 5, thence south 29 degrees 55 minutes 10 seconds east along said centerline 177 feet, thence south 87 degrees 34 minutes 50 seconds west 278.5 feet more or less to point of beginning, except road, subject to easement of record.

-and-

Unplatted Ramsey Township that part of the Southwest Quarter of the Northwest Quarter of Section 25, Township 32, Range 25 Anoka County, Minnesota described as follows: Commencing at the west quarter corner of said section 25, thence north 90 degrees 00 minutes east along the southerly line of said Northwest Quarter a distance of 829.6 feet to the actural point of beginning, thence north 30 degrees 49 minutes 30 seconds west a distance of 401.96 feet, thence north 87 degrees 34 minutes 50 seconds east a distance of 278.5 feet more or less to the centerline of County State Aid Highway No 5, thence southeasterly along the centerline of said Highway No 5 a distance of 430.2 feet more or less to said southerly line of Northwest Quarter, thence westerly along said souther ly line a distance of 310.0 feet more or less to the point of beginning subject to County State Aid Highway No 5

-and-

Outlot E Wood Pond Hills

CC Regular Session **7. 9.**

Meeting Date: 06/23/2020

By: Tim Gladhill, Community Development

Information

Title:

Adopt Resolution #20-136 Approving Planning Framework for Highway 10 South Planning Area - Riverstone South

Purpose/Background:

The purpose of this case is to provide very high-level policy direction pertaining to a potential development project south of Highway 10 and east of Bowers Drive. This is not a formal application nor official development review. The intent is to provide Staff will direction on key policy points to assist Staff in reviewing concepts with Capstone Homes, the potential Developer. As is commonplace, there will be significant opportunities for ongoing public engagement throughout this process moving forward.

Capstone Homes has begun discussing potential development concepts with the City on this site. The Planning Commission and City Council may recall this project was part of discussion at the February 11, 2020 Joint Work Session. Staff and Developer and stepping back based on these discussions in order to obtain public input and policy direction to prepare a Concept Plan for further review. Staff and Developer have reached a point where policy direction is required before next steps can be taken.

Notification:

Notification is not required at this step. It is noted that the City hosted a Neighborhood Meeting/Webinar to keep stakeholders in the loop. This was not intended to replace our traditional public workshops. However, it was a tool to keep the community informed and engaged given the current public health pandemic restricting the amount of in person workshops being held.

Observations/Alternatives:

Long story short, Capstone Homes desires to replicate the existing Riverstone neighborhood in some degree on this project site. This would require a Zoning Amendment due to lot sizes. Staff has been working to secure a compromise solution that increases density transition and tree preservation above and beyond what is currently required by City Code.

Funding Source:

The Developer is responsible for all costs associated with this review.

Recommendation:

Recommendations from the Planning Commission, Park and Recreation Commission and Environmental Policy Board are contained within the attached report.

Action:

Motion to adopt Resolution #20-136 approving the attached document as an official, yet nonbinding policy document to guide future conversations pertaining to Riverstone South.

Attachments

Planning Framework

Resolution #20-136

Form Review

Inbox	Reviewed By	Date
Tim Gladhill (Originator)	Tim Gladhill	06/18/2020 10:39 AM
Kurt Ulrich	Kurt Ulrich	06/18/2020 03:52 PM
Form Started By: Tim Gladhill		Started On: 06/15/2020 06:37 PM
Final Approval Date: 06/18/2020		

HIGHWAY 10 SOUTH SMALL AREA PLAN
RIVERSTONE SOUTH PLANNING FRAMEWORK

June, 2020

Document Purpose

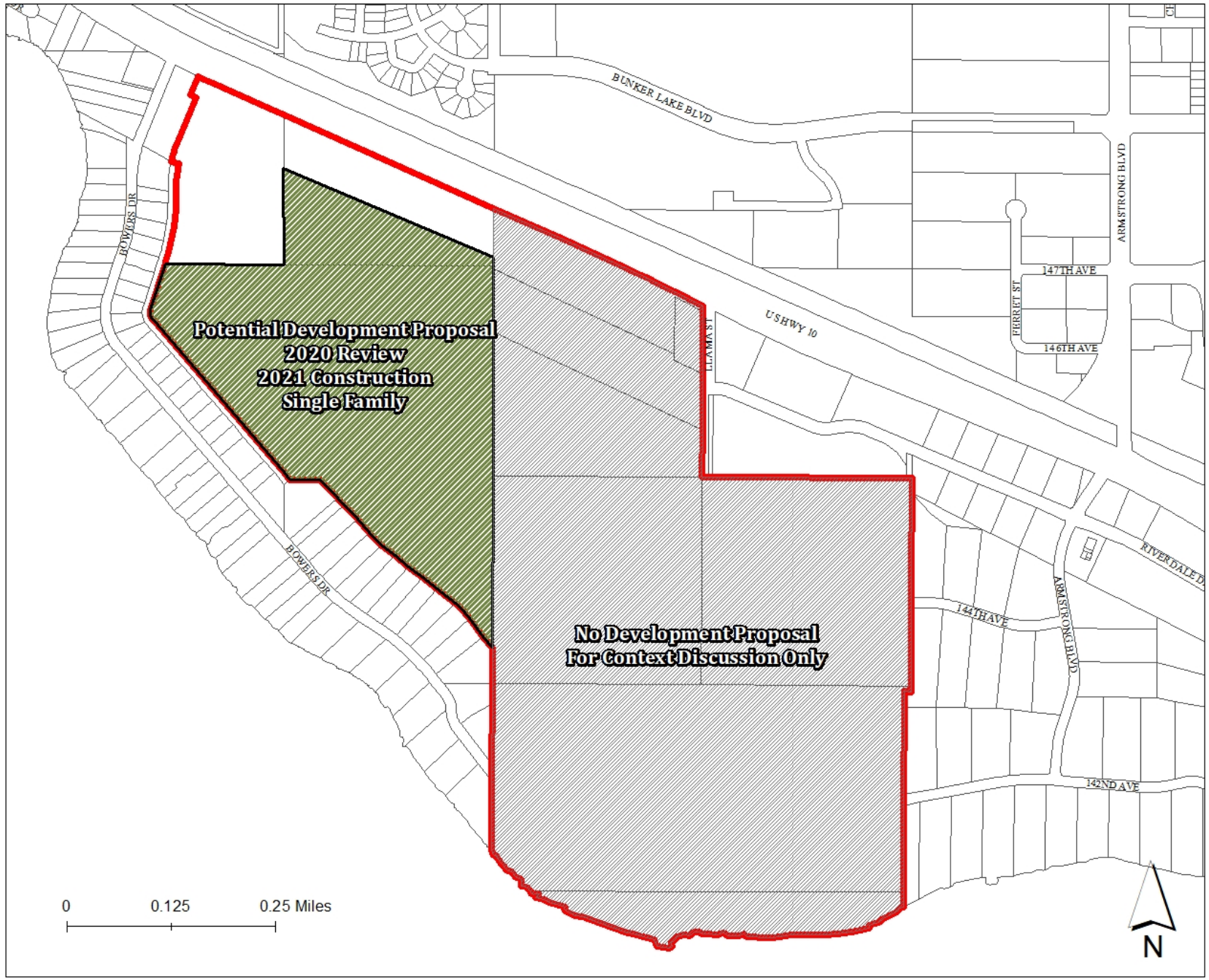
The purpose of this document is to outline high-level land use planning policy for a portion of the Highway 10 South Small Area Plan currently known as Riverstone South by Capstone Homes. This a visionary document to help guide policy discussions. This is not the official land use plan for the area nor carries any legal entitlements. This document would be implemented through amendments to the City's Comprehensive Plan and Zoning Code.

City of RAMSEY

Previous Review

February 11, 2020	Joint Meeting City Council and Planning Commission Broad Overview and Riverdale Drive Funding
February 18, 2020	Public Works Committee Riverdale Drive Funding
March 24, 2020	City Council Riverdale Drive Funding
April 7, 2020	Small Group Neighborhood Meeting Southern Public Safety Connection to Bowers Drive
April 14, 2020	Public Webinar Broad Overview and Land Use Planning
April 26, 2020	Small Group Neighborhood Meeting Riverdale Drive Connection to Highway 10 Options

City of RAMSEY



City of RAMSEY

Highway 10 South Planning Area

No Development Proposal

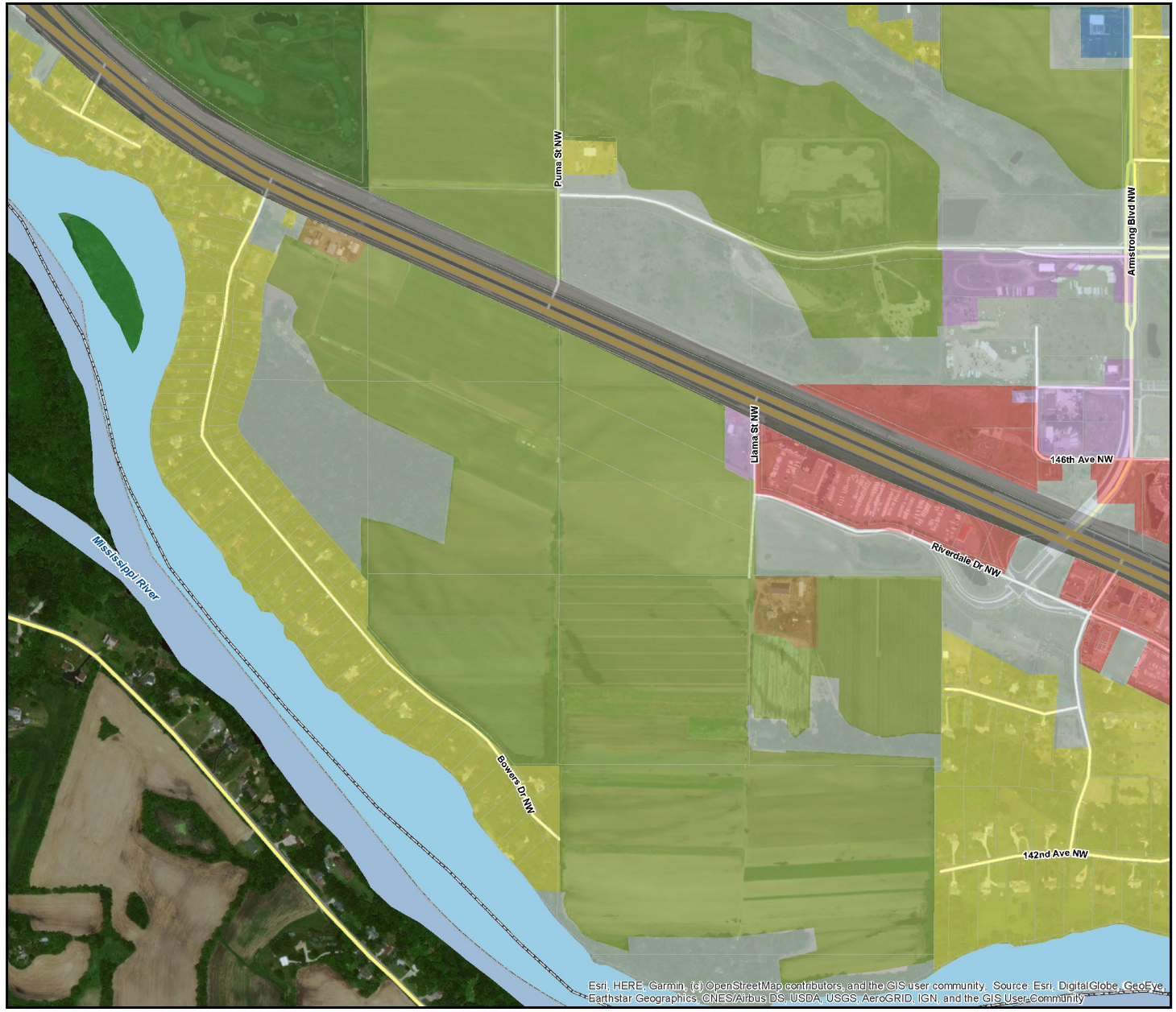
Potential Development

Planning Area

Map Prepared by the City of Ramsey
Data Source: Anoka County, City of Ramsey
April 16, 2020
Lampert Conformal Conic Projection
Project Folder

Existing Conditions

- Riverdale Drive/Highway 10/169
- Connexus Solar Farm (17 acres)
- Significant Ecological Resources
  - Tree Cover
  - Mississippi River Corridor Critical Area
- Adjacent Land Uses
  - Adjacent to Residential to west (Bowers Drive)
  - Adjacent to Agricultural/Future Residential to east (Riverside Farms)



City of RAMSEY

Ramsey Comprehensive Plan
Existing Land Use
Ramsey, MN

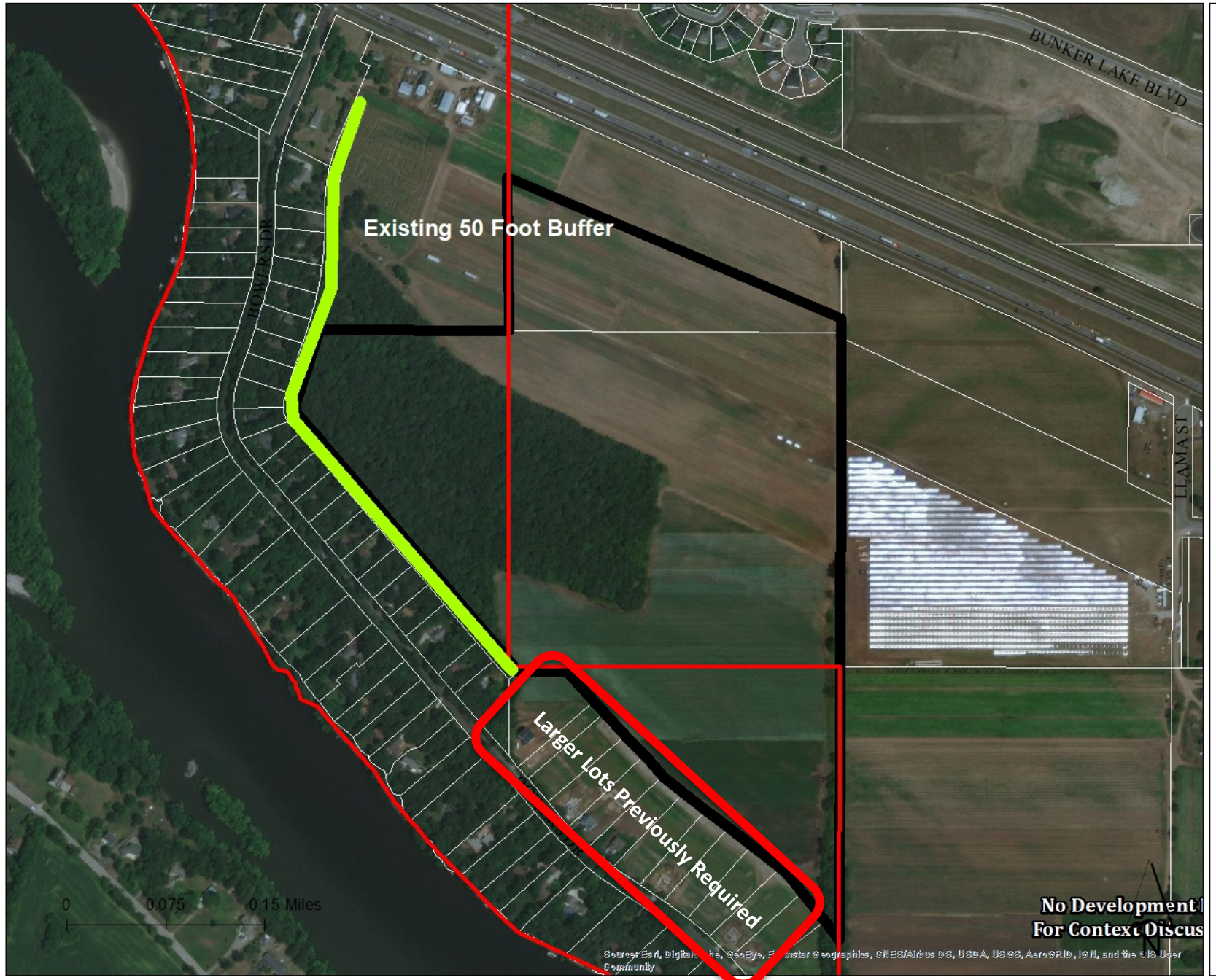
Legend

- Municipal Boundary
- Farmstead
- Single Family Detached
- Manufactured Housing Parks
- Single Family Attached
- Multifamily
- Retail and Other Commercial
- Office
- Mixed Use Residential
- Mixed Use Industrial
- Industrial and Utility
- Extractive
- Institutitional
- Park, Recreational, or Preserve
- Golf Course
- Major Highway
- Railway
- Airport
- Agricultural
- Open Water
- Undeveloped

N

wsb

0 1,125 2,250 Feet



City of RAMSEY

Tree Preservation

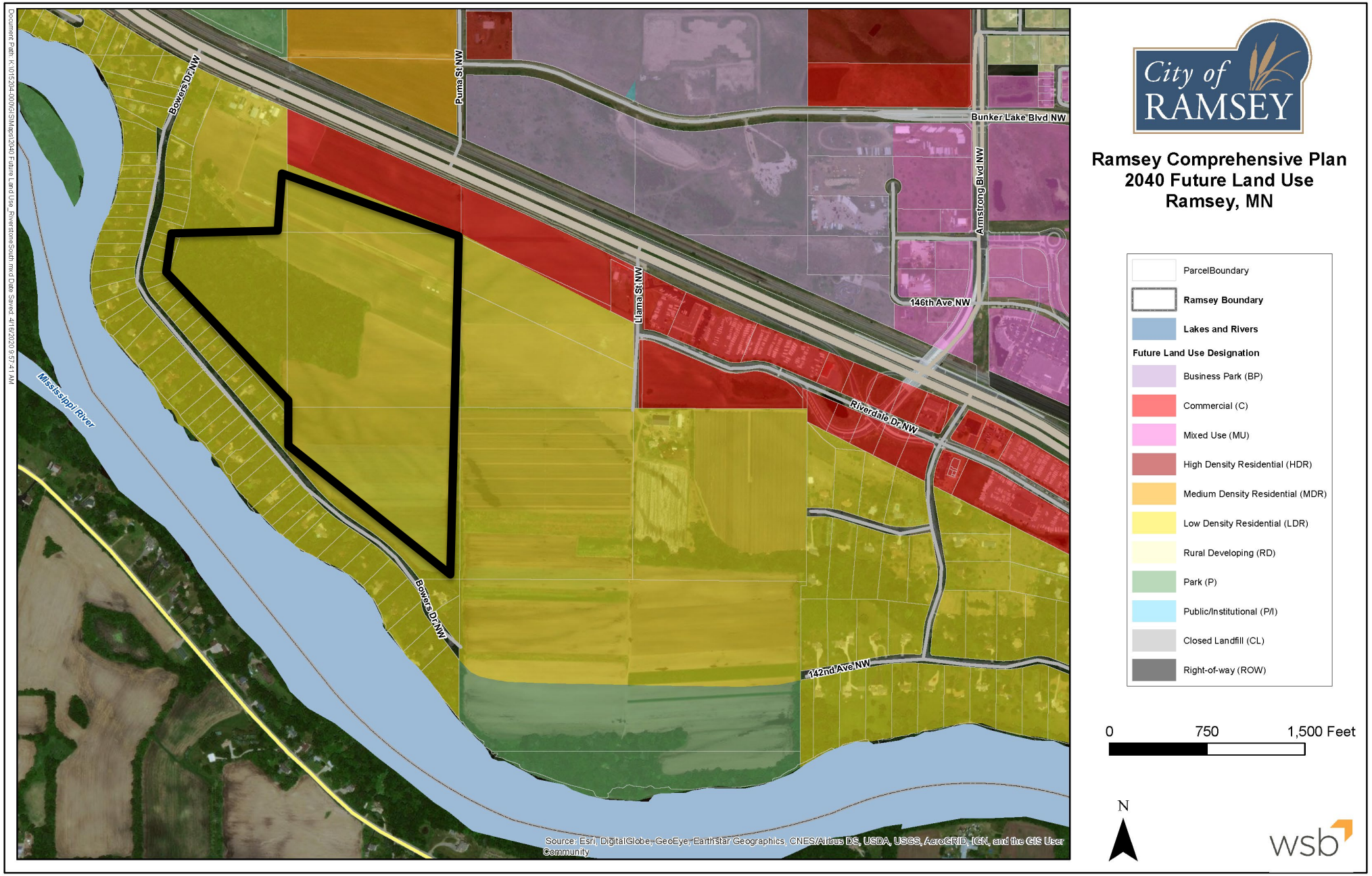
Mississippi River Critical Area

Potential Development

Map Prepared by the City of Ramsey
Data Source: Anoka County, City of Ramsey
April 16, 2020
Lampert Conformal Conic Projection
Project Folder

Future Conditions

- Future Commercial/Industrial
  - North side of project
  - Between Highway 10 and future Riverdale Drive Extension
- Public Safety Connection to Bowers Drive
- Tree Preservation Plan
- Density Transition
  - Adjacent to Residential
  - Adjacent to Commercial/Industrial/Highway 10/169


Document Path: K:\015204-000\GIS\Maps\2040 Future Land Use_RiverstoneSouth.mxd Date Saved: 4/16/2020 9:57:41 AM
Bowers Dr NW
Puma St NW
Bunker Lake Blvd NW
Armstrong Blvd NW
Llama St NW
146th Ave NW
Riverdale Dr NW
Mississippi River
Bowers Dr NW
142nd Ave NW
Source: Esri, DigitalGlobe, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AeroGRID, IGN, and the GIS User Community
City of RAMSEY
Ramsey Comprehensive Plan
2040 Future Land Use
Ramsey, MN
ParcelBoundary
Ramsey Boundary
Lakes and Rivers
Future Land Use Designation
Business Park (BP)
Commercial (C)
Mixed Use (MU)
High Density Residential (HDR)
Medium Density Residential (MDR)
Low Density Residential (LDR)
Rural Developing (RD)
Park (P)
Public/Institutional (P/I)
Closed Landfill (CL)
Right-of-way (ROW)
0
750
1,500 Feet
N
wsb

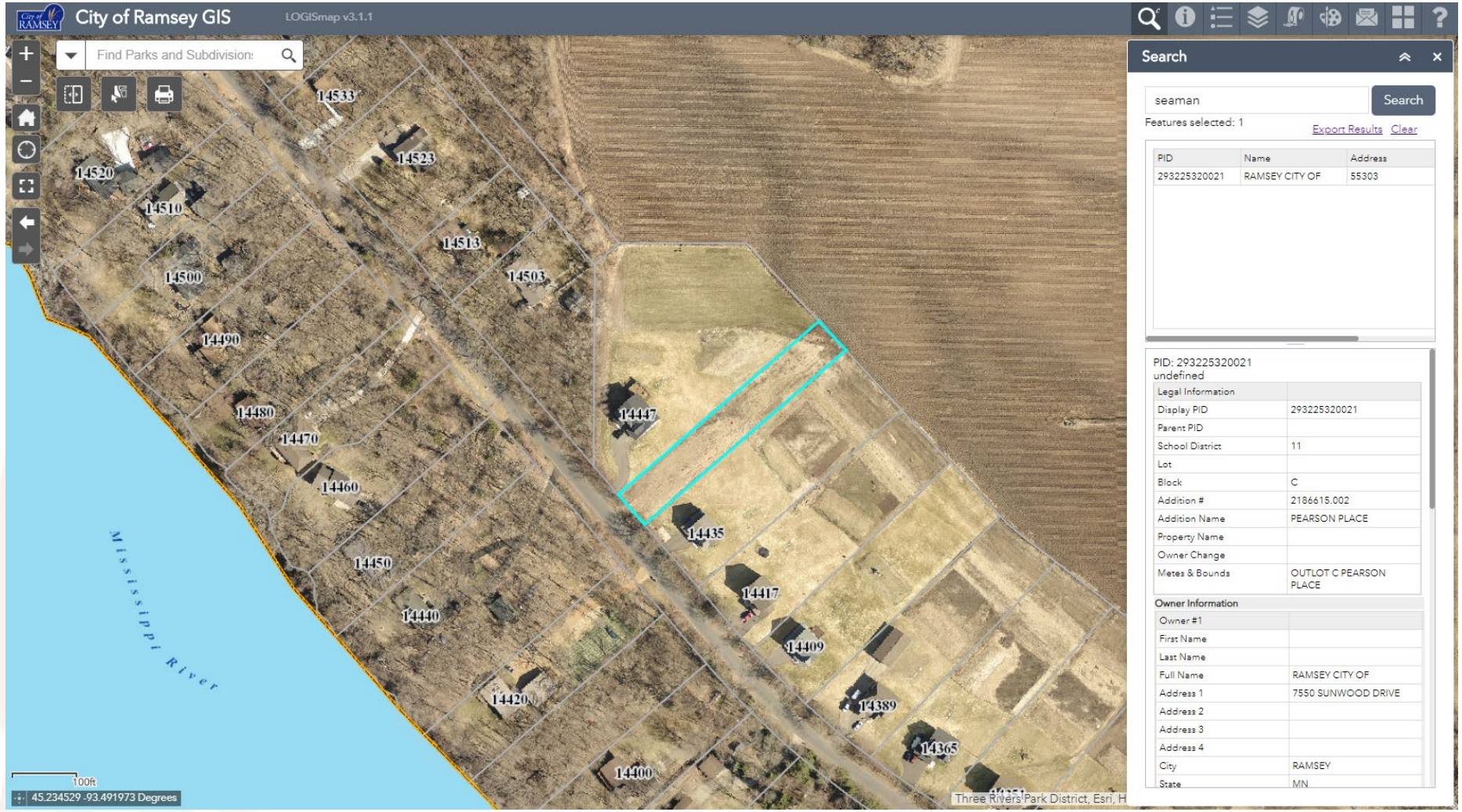
City of RAMSEY

Built Environment

Potential Development

Map Prepared by the City of Ramsey
Data Source: Anoka County, City of Ramsey
April 16, 2020
Lampert Conformal Conic Projection
Project Folder

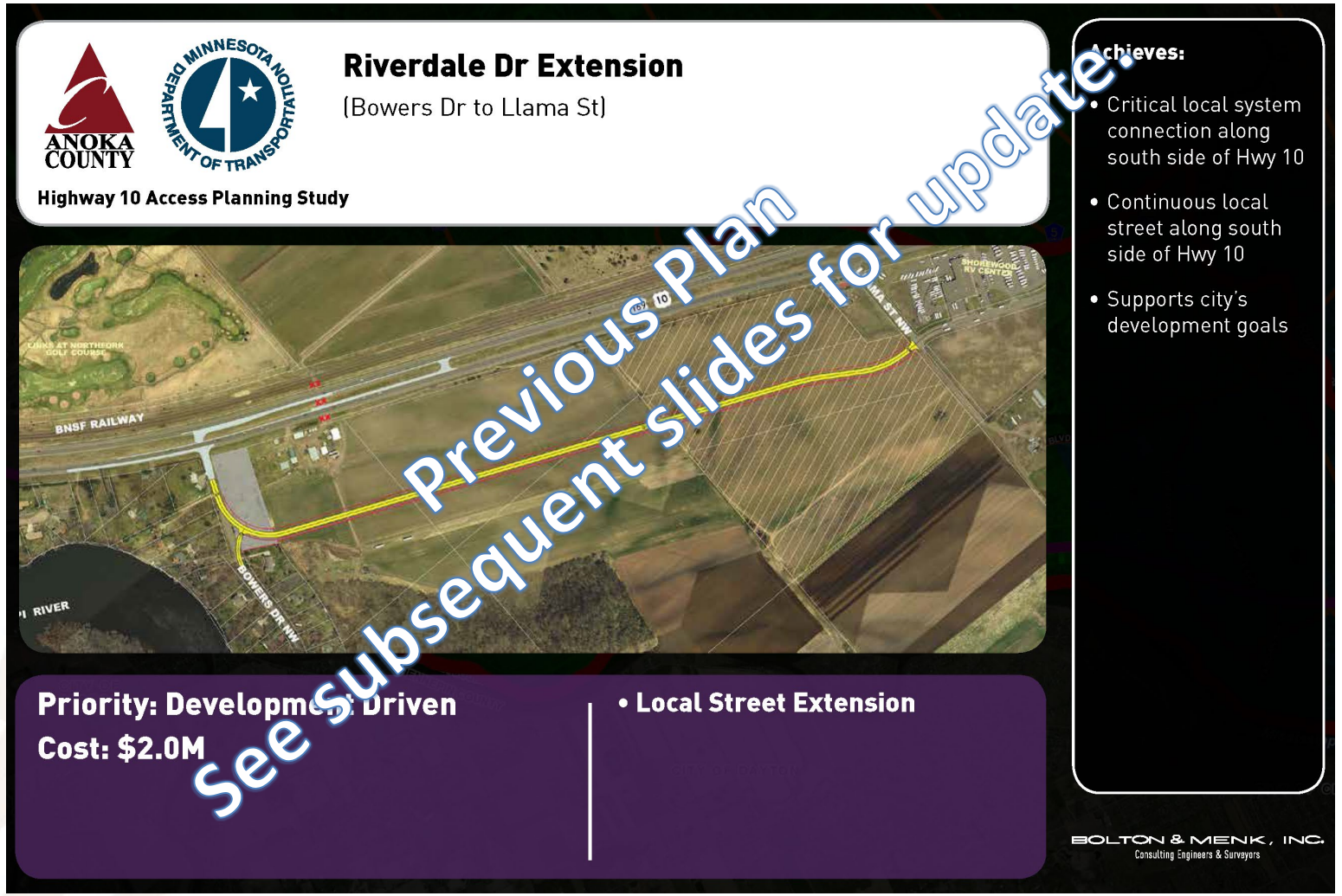
Connection to Bowers Drive (Public Safety)



Connection to Bowers Drive (Public Safety)

- Planning Commission Recommendation
  - Full Public Street (28 foot width OK)
- Acceptable Alternative
  - Heavy Duty ‘Driveway’
  - Surmountable Curb on Riverstone South Side – Local Road
    - Access itself does not need curb
  - Signage – Public Safety Access
  - 20 Foot Width
  - Landscaping
- Need turning templates

Riverdale Drive Extension

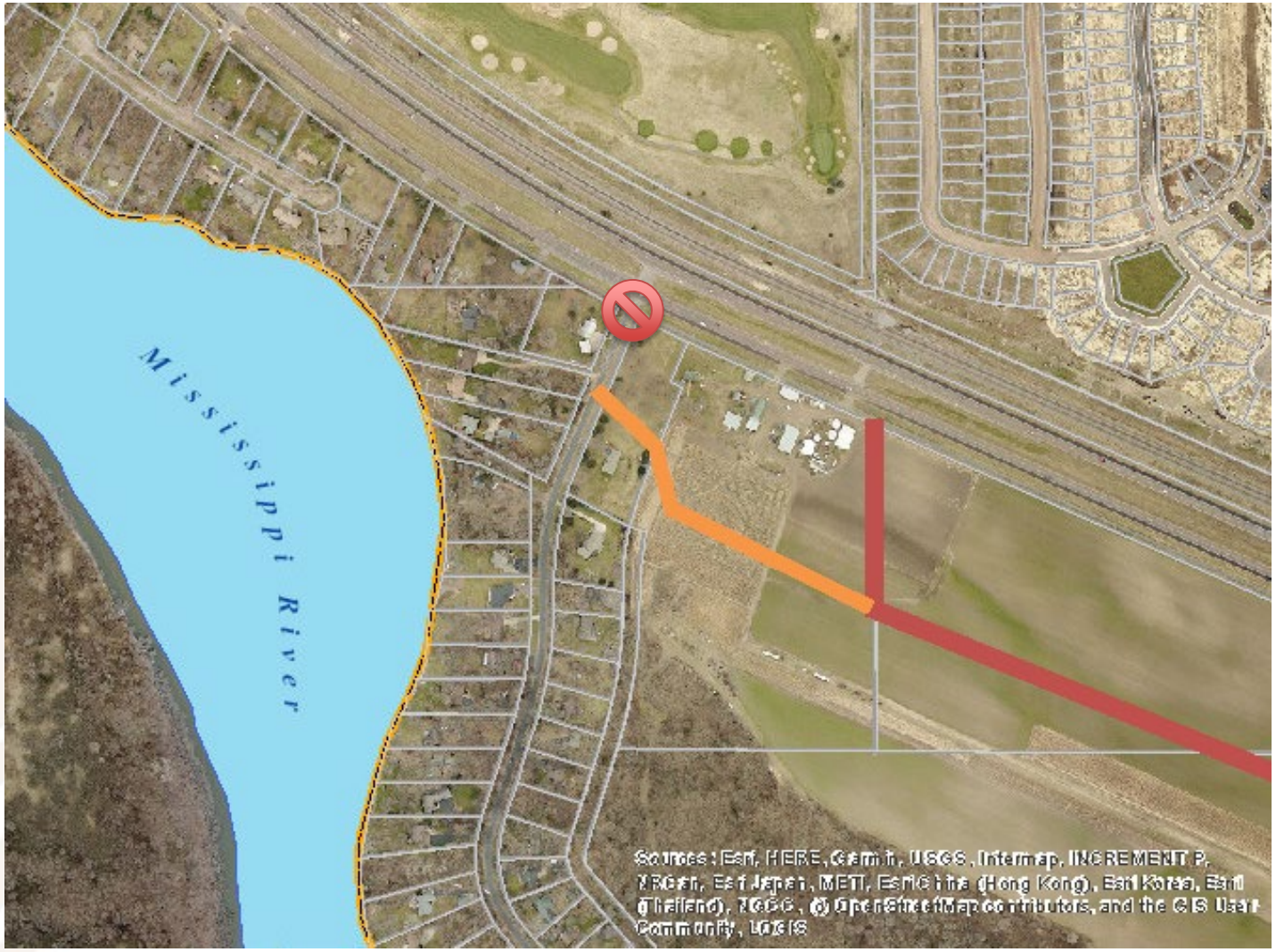


City of RAMSEY

Riverdale Drive Alternative #1 Developer/Owner Preference

City of RAMSEY

Riverdale Drive Alternative #2
Request by Neighboring Property



City of RAMSEY

Future Land Use/Development Options

Potential Land Use/Future Development Compromise

- Enhance Density Transitioning
  - More than currently required by City Code
- Enhance Tree Preservation
  - More than currently required by City Code
- Transects/Zones
  - Larger lots adjacent to Bowers Drive
  - Medium-sized lots in middle zone
  - Smaller lots to the northeast
    - Intersection of Commercial/Industrial and Solar Farm
- Conservation Subdivision Design
- Similar to Riverstone Neighborhood
  - North of Highway 10

City of RAMSEY

Density Transitioning & Tree Preservation

Potential Development

Map Prepared by the City of Ramsey
Data Source: Anoka County, City of Ramsey
April 16, 2020
Lampert Conformal Conic Projection
Project Folder

Enhanced Tree Preservation Plan

- 1 Acre Nature Based Park
  - Preservation of existing trees
- Additional 25 foot buffer adjacent to existing 50 foot buffer
  - 75 foot buffer total
  - NOTE: Parcel C retained by Pearson Properties and not part of development area

Previous concept underlay for context only. Actual concept will look different.

City of RAMSEY

Planning Commission Recommendation

- Approve Policy Framework
  - Additional access to Bowers Drive should be full road
    - Need clear policy direction from City Council

Park and Recreation Commission Recommendation

- Approve Policy Framework
  - Ensure trail connectivity to surrounding areas
    - Bowers Drive
    - Riverdale Drive
    - Future Development Area to East
    - Main Road Entrance from Riverdale Drive should have parkway design
  - Size of subdivision may merit small, neighborhood scale park
    - Park should be primarily within wooded area to conserve tree

Environmental Policy Board Recommendation

- Approve Policy Framework
  - Support of enhanced efforts for tree preservation
  - Support locating a public park within existing tree canopy area
    - Assumed to be more nature-based design
    - Plan should preserve trees, not result in tree loss to develop park
  - Implement conservation design elements within plan
  - Also supported second access to Bowers Drive

Policy Direction Summary

1. Allow mix of lot sizes in exchange for the following:
   - Enhanced tree preservation above and beyond minimum code requirements
     - Construction of a 1-acre nature-based park within the existing tree stand
     - Dedication of an additional 25 foot buffer adjacent to original Bowers Drive parcels
     - Consideration of additional tree preservation along back yards of westernmost parcels
2. Require a second connection to Bowers Drive in existing City-Owned Corridor as full public street/public safety access only [choose one]
3. Leave both Riverdale Drive alignment options on table for further evaluation

City of RAMSEY

Resolution #20-065: Riverdale Drive Funding

- 1/3 Cost Share of Pearson Frontage
- 1/3 Cost Share of Anoka County Frontage Funding Gap

	Pearson Frontage	Anoka County Frontage	Total
City/Public*	$388,000	$39,250	$427,250
Capstone	$339,125	$39,250	$378,375
Pearson	$339,125	$39,250	$378,375
Total	**$1,066,250**	**$117,750**	**$1,184,000**

*Includes both City Contribution and MnDOT Grant

City of RAMSEY

Proposed Review Schedule of This Document

Planning Commission	Thursday, June 4, 2020	7:00 p.m.
Park and Recreation Commission	Thursday, June 11, 2020	6:30 p.m.
Environmental Policy Board	Monday, June 15, 2020	6:30 p.m.
City Council	Tuesday, June 23, 2020	7:00 p.m.

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #20-136

RESOLUTION APPROVING PLANNING FRAMEWORK DOCUMENT FOR RIVERSTONE SOUTH

WHEREAS, the City of Ramsey has been working with Capstone Homes since early 2020 on a potential future development generally south of Highway 10 and east of Bowers Drive; and

WHEREAS, the City of Ramsey desires establish key policy direction to guide Capstone's development of future plans.

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 planning framework for Riverstone South.

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

and the following voted against the same:

and the following abstained:

and the following were absent:

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 23rd day of June, 2020.

_____

Mayor

ATTEST:

City Clerk

CC Regular Session **7. 10.**

Meeting Date: 06/23/2020

By: Colleen Lasher, Administrative Services

Information

Title:

Adopt Resolution #20-134 Accepting Resignation of the Ward 1 Council Member, Declaring a Vacancy in the Office of Council Member Ward 1 and Calling for a Special Election to Fill the Vacancy.

Purpose/Background:

Purpose:
To accept the resignation of Council Member Nadine Heinrich, declare a vacancy in her Ward 1 seat, call for and schedule a Special Election.

Background:
Council Member Nadine Heinrich, who represents the City in Ward 1, has notified the City of her intent to resign her City Council seat effective July 14, 2020. Pursuant to the City's Charter, Section 2.5, a vacancy on the Council exists upon receiving a resignation in writing. The Charter provides that upon a vacancy, the Council shall publicly declare the vacancy to exist. Adopting the attached resolution will affirm that action.

Section 4.5 of the Charter directs how vacancies on the City Council are filled. If there are 365 days, or more, remaining in the term of the vacated office, a special election is required to fill that vacancy. The Charter speaks about having to hold the election within a certain time period, however, in 2018, new State legislation was adopted creating uniform election dates. Therefore, a special election held in a City must be held on one of the following dates:

- The second Tuesday in February
- The second Tuesday in April
- The second Tuesday in May
- The second Tuesday in August
- The first Tuesday after the first Monday in November
- On another date if the special election is held in response to an emergency or disaster.

The legislation states that a home rule charter city must not designate additional dates in its charter. Therefore, to fill the vacancy caused by Council Member Heinrich's resignation, while allowing time for the Primary Election to occur, if necessary, and allowing all statutory timelines without compressing any periods - such as the filing period, etc., the first authorized date for the special election would be February 9, 2021. Staff has attached a calendar/timeline for Council information.

The Resolution attached for Council action takes care of the following mandatory actions: Accepting the resignation, publicly declaring the vacancy, and calling for/scheduling a Special Election.

Notification:

Following the adoption of Resolution #20-134 this evening, staff will publish notices of the special election as well as a candidate filing notice in the City's official newspaper, according to the Statutory timelines. As you are aware, the City's official newspaper is the *Anoka County Union/Herald.*

The candidate filing period has to be published, at a minimum of 14 days prior to the start of filing - publications are on Fridays. Filing would begin Tuesday, July 28, 2020 and close on Tuesday, August 11, 2020. Statutes allows for two days following the close of filing for candidate withdrawal. That period ends on Thursday, August 13,

2020. Staff will know by close of business August 13, 2020, whether or not a Primary Election will be necessary. A Primary Election is held when three or more candidates file for one seat. The City's Charter speaks about a Primary Election for regular municipal elections and states for Special Elections that the procedure at such election and assumption of duties of elected officers following such election shall conform as nearly as practicable to that prescribed for other municipal elections under this Charter. With the timeline worked out for this Special Election, it is practicable to hold a Primary Election as well, which would be held concurrently with the November 3, General Election.

As stated above, a calendar/timeline for this Special Election process is attached.

Observations/Alternatives:

The City's Charter requires the City Council to declare by resolution a vacancy in the resigning Council Member's office and schedule a Special Election to select a successor. There are no alternatives to adoption of the vacancy resolution as this is a mandatory Charter requirement.

Funding Source:

Funding for Elections is taken from the City's General Fund Budget.

Recommendation:

Staff recommends Council adopt Resolution #20-134 to proceed with the Special Election process.

Action:

Motion to adopt Resolution #20-134 Accepting Resignation of the Ward 1 Council Member, Declaring a Vacancy in the Office of Ward 1 Council Member and Calling for a Special Election to Fill the Vacancy.

Attachments

Resolution #20-134
Special Election Calendar

Form Review

Inbox	Reviewed By	Date
Colleen Lasher (Originator)	Katie Schmidt	06/18/2020 12:46 PM
Kurt Ulrich	Kurt Ulrich	06/18/2020 04:23 PM
Kurt Ulrich	Kathy Schmitz	06/19/2020 02:01 PM
Colleen Lasher (Originator)	Kathy Schmitz	06/19/2020 02:02 PM
Kurt Ulrich	Katie Schmidt	06/19/2020 03:14 PM
Form Started By: Colleen Lasher		Started On: 06/17/2020 04:34 PM
Final Approval Date: 06/19/2020		

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

RESOLUTION #20-134

RESOLUTION ACCEPTING RESIGNATION OF THE WARD 1 COUNCILMEMBER, DECLARING A VACANCY IN THE OFFICE OF THE WARD 1 COUNCILMEMBER AND CALLING FOR A SPECIAL ELECTION TO FILL THE VACANCY

WHEREAS, City Councilmember Nadine Heinrich, who represents the City in Ward 1, has submitted her written resignation from said office effective July 14, 2020; and

WHEREAS, pursuant to the City Charter, Section 2.5 a vacancy in the Council exists upon the resignation in writing of a Councilmember filed with the City Clerk; and

WHEREAS, pursuant to City Charter Section 2.5, when a vacancy occurs on the Council with 365 days or more remaining in the term of the vacated office, the Council shall, by resolution, declare the vacancy to exist and such vacancy shall be filled by Special Election according to City Charter requirements.; and

WHEREAS, Councilmember Heinrich's term of office expires January 2, 2023, which is more than 365 days from the July 14, 2020 vacancy date.

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

1. That Councilmember Nadine Heinrich's resignation from the City Council as the Ward 1 representative, effective July 14, 2020, is accepted.

2. That the City Council publicly declares that a vacancy exists in the City Council – Ward 1 elective office.

3. That as a result of the vacancy in the Ward 1 office, and because more than 365 days remain in the term of the vacated office, pursuant to City Charter requirement, the City Council hereby directs that a special election be held.

4. That if three or more candidates file for such office, a Primary Election will be held on November 3, 2020.

5. That State Statutes now dictates uniform election dates for Special Elections and the first authorized date for a Special Election would be Tuesday, February 9, 2021. This date allows all regular election timelines to be followed with no compressed periods.

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

and the following voted against the same:

and the following abstained:

and the following were absent:

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 23rd day of June 2020.

Mayor

ATTEST:

City Clerk

TASK	STATUTORY TIMELINES	DATE
Resignation Effective		Tuesday, July 14, 2020
Resolution Calling a Special Election		Tuesday, June 23, 2020
Last day to PUBLISH notice of candidate filing period	14 days prior to start of filing	Tuesday, July 14, 2020
Last day to POST notice of candidate filing period	10 days prior to start of filing	Friday, July 17, 2020
Candidate filing begins	98 days prior to election	Tuesday, July 28, 2020
Candidate Filing Period Ends (5:00 p.m.)	84 days prior to election	Tuesday, August 11, 2020
Candidate Withdrawal Ends (5:00 p.m.)	84 days prior to election	Thursday, August 13, 2020
Last day to submit Notice to Auditor	74 days prior to election	Friday, August 21, 2020
County sends ballot proofs to clerks		Monday, August 24, 2020
Deadline for ballot draft approval Clerk/ATTORNEY		Wednesday, August 26, 2020
County sends ballot proofs to Printer		Thursday, August 27, 2020
ABSENTEE VOTING BEGINS	46 days prior to election	Friday, September 18, 2020
Preliminary Testing Materials available for pick-up		TBD week of Sept 21-25
Last day to appoint Election Judges	25 days prior to election	Friday, October 9, 2020
Publication Deadline Notice of Election (first)	14 days prior to election	Tuesday, October 20, 2020
Last day to post Notice of Election	10 days prior to election	Saturday, October 24, 2020
Last day to post sample (publication) ballot in administrative offices	10 days prior to election	Saturday, October 24, 2020
Publication Deadline Notice of Election (second)	7 days prior to election	Tuesday, October 27, 2020
Publication Deadline Notice of PAT/Ballot	7 days prior to election	Tuesday, October 27, 2020
Direct Balloting Begins	7 days prior to election	Tuesday, October 27, 2020
Special Primary	**ELECTION DAY**	**Tuesday, November 3, 2020**
Canvass	3 days after primary	Tuesday, November 10, 2020
County sends general ballot proofs to clerks		Monday, November 30, 2020
Deadline for ballot draft approval Clerk/ATTORNEY		Wednesday, December 2, 2020
County sends ballot proofs to Printer		Thursday, December 3, 2020
ABSENTEE VOTING BEGINS (mail absentee sent out prior to 12/25; in-person absentee to start next business day)	46 days prior to election	Friday, December 25, 2020
Preliminary Testing Materials available for pick-up		TBD week of Jan 4
Last day to appoint Election Judges	25 days prior to election	Friday, January 15, 2021
Publication Deadline Notice of Election (first)	14 days prior to election	Tuesday, January 26, 2021
Last day to post Notice of Election	10 days prior to election	Friday, January 29, 2021
Last day to post sample (publication) ballot in administrative offices	10 days prior to election	Friday, January 29, 2021
Publication Deadline Notice of Election (second)	7 days prior to election	Tuesday, February 2, 2021
Publication Deadline Notice of PAT/Ballot	7 days prior to election	Tuesday, February 2, 2021
Direct Balloting Begins	7 days prior to election	Tuesday, February 2, 2021
Special Election	**ELECTION DAY**	**Tuesday, February 9, 2021**
Canvass	3 to 10 days after election	Monday, February 15, 2021