City of Ramsey
Agenda
Revised
Regular City Council
Tuesday, July 14, 2020
7:00 pm
Council Chambers, 7550 Sunwood Drive NW

The City reserves the right to limit attendance inside the Council Chambers to maintain social distancing requirements due to the COVID-19 Pandemic. If you can join remotely, you should join remotely. Join us via computer at www.cityoframsey.com/meetings.

1. Call to Order

2. Presentation

3. Citizen Input

4. Approve Agenda

5. Consent Agenda

1. Approve the Following Meeting Minutes:

1. City Council Work Session dated 6/23/2020
2. City Council Regular Session dated 6/23/2020

2. Approve Business Licenses

3. Approve Rental Licenses

4. Approve Revisions to the Staff Allocation in Building Inspections

5. Adopt Resolution #20-145 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of June 18, 2020 through July 8, 2020

6. Adopt Resolution #20-139 Approving Corrections to the Plat known as Pearson Place (Project No. 16-31a); Case of Otto Associates

7. Adopt Resolution #20-140 Appointing Election Judges for the Primary Election on August 11, 2020

8. Adopt Resolution #20-141 Authorizing Use of Anoka County Housing and Redevelopment Authority Funds for Puma Street Improvements, Improvement Project #20-04

9. Adopt Resolution #20-142 Authorizing Requests for Quotes to Relocate Sand Stockpiled on The COR Infiltration Basin site to Municipal Plaza Park

10. ~~Adopt Resolution #20-143 Approving Second Addendum to Lease with Youth First Community of Promise for Use of Outdoor Areas –~~ **Please Note: This case was moved to the Regular Agenda as Case 7.6.**

11. Adopt Resolution #20-147 Approving Expansion of Lawful, Non-Conforming Driveway at 15710 Saint Francis Blvd NW

12. Adopt Resolution #20-148 Authorizing Bid Letting for Public Works Facility Project # 20-07

6. Public Hearing

1. PUBLIC HEARING: Introduce Proposed Ordinance #20-11 Implementing a Gas Franchise Fee on Centerpoint Energy for Providing Gas Service Within the City of Ramsey, Introduce Proposed Ordinance #20-12 Implementing an Electric Franchise Fee on Connexus Energy for Providing Electric Service Within the City of Ramsey and Introduce Proposed Ordinance #20-13 Implementing an Electric Franchise Fee on the City of Anoka Electric for Providing Electric Service Within the City of Ramsey.

7. Council Business

1. Approve a Professional Services Contract Extension for the Tinklenberg Group

2. Introduce Ordinance 20-10 Amending Bulk Standards in the R-1 Residential District

3. Adopt Resolution #20-149 Formally Canceling the 2020 Happy Days Festival

4. Introduce Ordinance 20-15 Approving an Addition to Chapter 54 of the City Code: Traffic and Vehicles (Municipal Parking Ramp Regulations)

5. Motion to Update the Remote Attendance Policy

6. Adopt Resolution #20-143 Approving Second Addendum to Lease with Youth First Community of Promise for Use of Outdoor Areas - **Please Note: This case was moved from the Consent Agenda (5.10) to the Regular Agenda.**

8. Mayor/Council/Staff Input

9. Adjournment

CC Regular Session **5. 1.**

Meeting Date: 07/14/2020

By: Katie Schmidt, Administrative Services

Information

Title

Approve the Following Meeting Minutes:

1. City Council Work Session dated 6/23/2020
2. City Council Regular Session dated 6/23/2020

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 6/23/2020
2. City Council Regular Session dated 6/23/2020

Attachments

6-23-2020 CCWS Minutes

6-23-2020 Minutes

Form Review

Inbox	Reviewed By	Date
Colleen Lasher	Colleen Lasher	07/08/2020 10:16 AM
Kurt Ulrich	Kurt Ulrich	07/09/2020 10:00 AM
Form Started By: Katie Schmidt		Started On: 07/07/2020 07:57 AM
Final Approval Date: 07/09/2020		

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 23, 2020, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

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

Also Present: City Administrator Kurtis Ulrich
Finance Director Diana Lund
Police Captain Timothy Frankfurth
Parks and Assistant Public Works Superintendent Mark Riverblood
Public Works Superintendent Grant Riemer
Administrative Services Director Colleen Lasher (attended remotely)
Deputy City Administrator Timothy Gladhill
Communication and Events Coordinator Megan Thorstad (attended remotely)

1. CALL TO ORDER

Mayor LeTourneau called the City Council Work Session to order at 5:30 p.m.

City Administrator Ulrich 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. 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. He noted that all Councilmembers are attending in person tonight.

2. TOPICS FOR DISCUSSION

2.01: Continue Discussion Regarding City Events and Staffing

Communications and Events Coordinator Thorstad reviewed the staff report.

Councilmember Menth asked the type of deposit that is paid towards entertainment.

Communications and Events Coordinator Thorstad replied that the City has paid a $1,000 deposit with a contract total of $4,000.

Councilmember Musgrove asked if the hours of staff time and cost is just for the week of the event or whether that includes the planning prior to that.

Communications and Events Coordinator Thorstad replied that is a cumulative total of the planning for the festival, based on 2019 numbers.

Administrative Services Director Lasher stated that staffing looks quite different this year, noting that staffing will be impacted by the decision on Happy Days. She noted that there is a pending absence of 12 weeks for the Communications and Events Coordinator, which will impact staffing of regular duties and would significantly impact planning for Happy Days. She stated that this will impact the 20/per week Recreation Specialist. She stated that staff is recommending that the Recreation Specialist be increased in mid-July to work with Communications and Events Coordinator Thorstad to gain additional knowledge on the communications duties. She provided an update on intern positions that were not hired due to the COVID-19 situation. She stated that the Recreation Specialist will be a good fit to cover the duties of Communications and Events Coordinator Thorstad during the 12 week leave of absence. She noted that there would still be a cost savings to bringing the Recreation Specialist on at 40 hours per week.

Parks and Assistant Public Works Superintendent Riverblood stated that staff has talked about how all the pieces work together. He noted that staff believes that all the recreation planning in the works could be completed along with the Happy Days light events that were previously discussed by the Council.

Mayor LeTourneau commented that there seems to be some planning in place for decisions to be made about programming into the summer. He stated that it appears utilizing the Recreation Specialist at 40 hours per week would allow staffing activities to continue.

Councilmember Heinrich asked if there would be a change in benefits for the employee.

Administrative Services Director Lasher replied that currently at 20 hours per week, the employee accrues sick time and vacation time and receives the PERA benefit. She stated that those benefits would then be based at 40 hours per week instead of 20 hours per week. She stated that the employee would be offered the health insurance waiver, similar to other employees that have gone from part-time to full-time. She noted that three-month calculation was factored into the cost savings proposed.

Councilmember Musgrove asked if that practice is used for the transition from part-time to full-time status on a regular basis or temporary basis.

Administrative Services Director Lasher replied that practice has been done in the past on temporary basis such as this. She provided details on the memorandum of agreement that is done with AFCSME.

Councilmember Musgrove asked if the employee would lose the insurance after the three months.

Administrative Services Director Lasher replied that the waiver would only be allowed during the time the employee works more than 30 hours per week.

Councilmember Riley asked if the discussion should be focused on Happy Days or the employee.

Communications and Events Coordinator Thorstad stated that the staffing piece is related to Happy Days because she will be out for 12 weeks and an intern was not hired this year. She stated that without rearranging staff in this proposed method, there would not be staffing in place to support Happy Days or modified Happy Days activities. She stated that she recommends that the Council make a decision on the Happy Days events by July 1st so that staff can plan appropriately. She stated that the decision would be whether the full event moves forward or whether a series of events moves forward in place of the larger Happy Days event.

Mayor LeTourneau suggested that decision be made today in order to allow staff to plan.

Councilmember Riley stated that he would like to see anything move forward that could be done in a safe manner. He stated that it seems in order to do that, staffing would need to be in place.

Councilmember Specht agreed that other communities are holding events and he would like to see Ramsey hold events that could carry forward to the extent possible. He acknowledged that would require the increase in hours for the Recreation Specialist.

Administrative Services Director Lasher stated that if Happy Days looks anything similar to the past, staff would not be equipped to handle that. She stated that increasing the Recreation Specialist by 20 hours per week would help but could only manage some smaller events.

Mayor LeTourneau stated that he would support what could be managed by staff.

Councilmember Menth commented that it would be great to offer events that could be done safely and in a spaced-out manner. He commented that vehicles could be spaced out for a car show.

Councilmember Musgrove stated that if activities are spread out too many days in a row there could be less participation. She stated that perhaps events are spread out throughout The COR. She commented that she would like to hold as many activities as possible throughout the three-day period. She stated that perhaps the run is held the week earlier.

Communications and Events Coordinator Thorstad stated that some of the Happy Days Committee members were interested in finding a way to hold smaller events that could incorporate social distancing. She noted that there was interest in the fireworks, car show and bike ride. She stated that she is hesitant to speak for staff as she will be absent. She stated that she would want to ensure that staff would be comfortable with that.

Administrative Services Director Lasher stated that she is reluctantly comfortable as administrative services has a lot going on with elections, budget discussions and union contract negotiations. She

stated that there may be employees on leave due to COVID and therefore she would want to keep things scaled back as much as possible.

Parks and Assistant Public Works Superintendent Riverblood believed that some fun and memorable recreation events could be developed. He stated that the benefit of spreading events over a longer time is that weather is not as impactful. He recognized that the priority would be normal staffing duties with the recreation events coming second.

Councilmember Riley stated that obviously Happy Days does not receive the same priority as elections and union negotiations. He stated that there are some churches that have been involved in the past and perhaps those organizations can assist in the planning and organization.

Communications and Events Coordinator Thorstad commented that the churches are involved in the festival but most of their sponsorship and assistance occurs the day of and not in the planning process. She agreed that perhaps the partnerships could be strengthened to provide additional assistance.

Councilmember Musgrove asked if the churches were still willing to participate.

Communications and Events Coordinator Thorstad commented that she spoke with a few representatives from the churches and one was very reluctant to participate in the Expo element. She stated that the other church typically sponsors the kids tent and inflatables, which are things that cannot be done safely.

Councilmember Heinrich stated that she thinks it is a great idea to strengthen the partnerships. She stated that if the typical elements cannot occur, those churches might need ideas on things that they could do to help.

City Administrator Ulrich used the example of the Storybook Walk that one of the churches assisted with recently.

Councilmember Kuzma commented on the timeline and effort necessary to get things done. He stated that he would be concerned with placing too much work on staff.

Mayor LeTourneau agreed that staff needs to feel confident coming forward and stating that they could not handle any more duties throughout this process.

Councilmember Menth asked if there are funds that could be slid around for limited events.

Communications and Events Coordinator Thorstad commented that the $12,000 that the City contributes annually would be the only potential funding. She noted that the other funding is fully funded by sponsorships.

Mayor LeTourneau confirmed the consensus of the Council to cautiously move forward with the staffing and budget constraints.

Communications and Events Coordinator Thorstad referenced the language in the entertainment contract. She stated that the City should have something is writing that the festival is not occurring so that the City does not lose out on $4,000.

Mayor LeTourneau confirmed that staff could draft that language to come forward to the Council.

City Administrator Ulrich stated that staff is doing the summer concert series in a modified format. He noted that the band could perform in that format if desired.

Parks and Assistant Public Works Superintendent Riverblood stated that staff could identify if a Happy Days type concert is going to be held at the amphitheater. He noted that staff could bring back a resolution formally canceling the event and use that to book the entertainment for 2021.

Councilmember Kuzma suggested that the City Attorney review the contract to ensure that the local declaration would be sufficient for the contract.

Councilmember Specht stated that he would prefer that the band be booked for a concert at The Draw rather than canceling.

Councilmember Riley asked if the City is worried about social distancing and whether that is the purpose of the tickets.

Parks and Assistant Public Works Superintendent Riverblood stated that the mandate by the State is that gatherings should be limited to 250 people and that would be the purpose of the tickets. He stated that his thought would be to save the larger band for the 2021 event, as that band would draw more than 250 people. He stated that perhaps that decision be left to staff to have conversations with the band.

2.02: Discuss 2020 Citizen Survey

City Administrator Ulrich reviewed the staff report.

Councilmember Kuzma stated that he is not in favor of an online survey, as the feedback will be skewed.

Mayor LeTourneau stated that the City is looking for a sample size and response that is statistically significant and it does not sound like that it ensured online. He stated that when mailed there is better statistical significance.

City Administrator Ulrich replied that the online option has about 20 percent less response rate.

Mayor LeTourneau commented that the response rate is important.

Councilmember Menth stated that he recalls filling out a survey a few years ago. He asked the response rate on paper.

City Administrator Ulrich stated that he would have to look that up.

Mayor LeTourneau stated that the measurement was statistical significance and the City has always fallen within that range.

Councilmember Heinrich stated that perhaps the postcard could be mailed to all residents to potentially increase online participation. She stated that some residents do not have access to online services and perhaps a statement could be included that would allow residents to call to have a written survey mailed to them.

City Administrator Ulrich stated that he could discuss that option with the company.

Councilmember Musgrove referenced question 15 and believed that something should be added about Zoom/WebEx meeting access. She stated that perhaps that format could continue in the future if residents like that option. She stated that she would also like to leave the road maintenance question as is. She found it interesting that eight out of ten respondents were okay with the 75/25 funding option.

Councilmember Riley stated that his concern with how the survey is conducted is that it could lose the comparability factor from previous years. He stated that he wants to hear from everyone but wants to ensure comparability. He stated that if the road maintenance question is left in it should be modified to be more clear. He stated that he is concerned that people did not understand the question when they answered.

Mayor LeTourneau confirmed that the question should remain but should be made more clear without changing it too much. He stated that the Council should decide what it wants to know when it asks the question.

Councilmember Musgrove commented that when the question is changed, the response is changed similar to how the survey is sent out. She stated that if the format changes, that would simply provide the baseline going forward and that new data set would be used for future comparisons.

Mayor LeTourneau stated that would change the variable of how things are measured. He stated that perhaps staff could ask the survey company what they would expect if that format were changed and whether that would skew the answers and data.

Councilmember Menth stated that perhaps the Council is attempting to fix something that is not broken. He stated that the City is receiving responses in the current format and therefore that method is not broken.

City Administrator Ulrich confirmed the consensus to keep in the road financing question with possible modifications.

2.03: Review 2019 Comprehensive Annual Financial Report (CAFR), Management Report and Special Purpose Audit Reports

Aaron Nielsen reviewed the staff report including the 2019 Comprehensive Financial Report (CAFR), 2019 Management Report and 2019 Special Purpose Report. He reported a clean or unmodified opinion with no material weaknesses or issues of noncompliance.

Mayor LeTourneau asked the overall evaluation of the material.

Councilmember Riley commented that the City does a good job of accounting and the audit shows that in the unmodified opinion.

Mr. Nielsen stated that they focus on the information provided by the City with what it receives throughout the year. He stated that there were no material findings, which was good.

Mayor LeTourneau commented that it shows that there is good performance within the Finance Department.

Councilmember Menth commented it appears the Finance Department is doing an excellent job.

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 6:49 p.m.

Respectfully submitted,

_____
Kurtis G. Ulrich
City Administrator

ATTEST:

_____
Katie M. Schmidt
Administrative Assistant

Drafted by Amanda Staple
TimeSaver Off Site Secretarial, Inc.

TABLE OF CONTENTS

1. CALL TO ORDER 2
2. PRESENTATION 2
2.01: Presentation of the 2019 Comprehensive Annual Financial Report by the City's Auditing Firm of Malloy, Montague, Karnowski, Radosevich & Company (MMKR) 2
3. CITIZEN INPUT 3
4. APPROVE AGENDA 3
5. CONSENT AGENDA 3
6. PUBLIC HEARING 4
7. COUNCIL BUSINESS 4
7.01: Motion Calling for a Public Hearing on the Proposed Franchise Fee Ordinances 4
7.02: Discuss Potential City Code Changes to Liquor Licenses and Tobacco Licenses 6
7.03: Consider Off-Sale Liquor License at 13939 Saint Francis Boulevard NW; Case of Cloud X Vapes 7
7.04: Adopt Ordinance #20-14 Vacating Right-of-Way and Drainage and Utility Easements (Case of Capstone Homes and City of Ramsey); Project 19-149 8
7.05: Adopt Resolution #20-130 Accepting Bids and Awarding Contract for Puma Street Improvements, Improvement Project #20-04 8
7.06: 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 9
7.07: Adopt Resolution #20-115 Approving Cobblestone Hotel and Cobblestone Addition (Case of Cobblestone Hotel) 10
7.08: Adopt Resolution #20-114 Approving Preliminary Plat for Hampton Homes (Project #19-140); Case of Platinum Land LLC 10
7.09: Adopt Resolution #20-136 Approving Planning Framework for Highway 10 South Planning Area – Riverstone South 15
7.10: 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 20
8. MAYOR, COUNCIL AND STAFF INPUT 21
9. ADJOURNMENT 21

CITY COUNCIL
CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA

The Ramsey City Council conducted a regular meeting on Tuesday, June 23, 2020, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

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

Members Absent: None

Also Present: City Administrator Kurtis Ulrich
Finance Director Diana Lund
Police Captain Timothy Frankfurth
Deputy City Administrator Timothy Gladhill
City Engineer Bruce Westby
Senior Planner Chloe McGuire Brigl

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 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. 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. He stated that under statewide guidance all members of Council are present tonight while other members of the public and staff have the ability to participate remotely.

2. PRESENTATION

2.01: Presentation of the 2019 Comprehensive Annual Financial Report by the City's Auditing Firm of Malloy, Montague, Karnowski, Radosevich & Company (MMKR)

Aaron Nielsen, MMKR, reported that three documents were provided to the Council: Comprehensive Annual Financial Report, Special Purpose Report, and Management Report. He reported that for 2019 Ramsey received an unmodified, or clean opinion. He reported that there were no material weaknesses or compliance findings. He stated that the general fund ended the year with favorable results and reported that the City continued to meet the 50 percent fund balance goal per the policy goal of the Council.

Councilmember Riley expressed appreciation for the report and results.

Finance Director Lund stated that there is an action to accept the report on the Consent Agenda. She stated that this report is important, and the results are reviewed when the City is rated for bonding.

Mayor LeTourneau stated that he is proud of the work that the finance team continues to do and thanked Finance Director Lund and her staff.

3. CITIZEN INPUT

None.

4. APPROVE AGENDA

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

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

5. CONSENT AGENDA

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

5.01: Receive 2019 Comprehensive Annual Financial Report (CAFR)
5.02: Receive May 2020 Financial Reports – General Fund and Enterprise Funds
5.03: 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 May 21, 2020

5.04: Approve the following Meeting Minutes:
1) City Council Work Session dated June 9, 2020
2) City Council Regular dated June 9, 2020

5.05: Approve the City of Ramsey Employee COVID-19 Preparedness Plan
5.06: Approve Business Licenses

5.07: Approve Liquor License Renewals
5.08: Approve Rental Licenses
5.09: 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
5.10: 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
5.11: Adopt Resolution #20-127 Approving Accessory Building Agreement at 15820 Saint Andrews Lane NW; Case of John and Amy Wisniewski
5.12: Adopt Resolution #20-128 Denying a Massage Establishment and Massage Therapy License
5.13: Adopt Resolution #20-129 Extension of COVID-19 Assistance Plan Phase 1
5.14: 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
5.15: Adopt Resolution #19-135 Approving Temporary Contracted Inspection Assistance with Rum River Construction Consultants
5.16: 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 Avenue NW (Project No. 19-111); Case of PSD, LLC dba Armstrong West Retail Mall, LLC
5.17: Adopt Resolution #19-148 Declaring Participation in State Performance Measurement System
5.18: Adopt Resolution #20-132 Hiring Seasonal Public Works Maintenance Workers

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

6. PUBLIC HEARING

There were none.

7. COUNCIL BUSINESS

7.01: Motion Calling for a Public Hearing on the Proposed Franchise Fee Ordinances

Finance Director Lund reviewed the staff report and recommendation to schedule 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.

Councilmember Heinrich asked whether this action would require a unanimous or majority vote.

City Administrator Ulrich replied that this action would require at least four affirmative votes.

Councilmember Kuzma stated that he supports the franchise fee option. He noted that throughout the past five years he has seen the hardship that the assessment process has placed on families and believes that this will be an easier method for dedicated road funding.

Councilmember Menth agreed that this is an easier method to budget, will provide dedicated road funding to solve the continued problem of roads in the community and is an issue that cannot continue to be kicked down the road.

Motion by Councilmember Kuzma, seconded by Councilmember Menth, 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.

Further discussion: Councilmember Musgrove stated that she noticed the franchise fee term would be five years, but road funding is based on ten years and asked for clarification. Finance Director Lund replied that the Capital Improvement Plan is a ten-year plan. She explained that previously a five-year road plan was required for bonding. She explained that the roadwork would be completed based on the funds that would be available through the franchise fees collected. Councilmember Musgrove stated that she does not support franchise fees and believes that the roads should instead be funded through the tax levy. She believed that this is a tax on the poorest residents and gives no incentive for the government to maintain a stable tax levy. She believed that the City would be more consciousness about taxing residents if the road financing were included in the levy. Councilmember Riley commented that this would meet the needs of the City, as the roads need improvement. He commented that this would reduce the overall cost of road projects, as there would be a 10 percent administrative savings. He noted that this would also be dedicated funding that would only be used for road improvements. He stated that this would also sunset after five years, similar to the assessment process. He stated that he has great expectations for this program. Councilmember Specht commented that he is not in favor of this as non-profits will also have to contribute, he felt that this would not impact properties of different values in the same way, and would not be eligible as a property tax refund. He believed it would be more effective to fund the roads through the general fund. Councilmember Kuzma stated that in the discussions that have been had is that if this funding were placed on the general levy, this would impact the City's tax rate significantly. He commented that the roads need to be fixed and everyone uses the roads, therefore this seems to be a good solution. Mayor LeTourneau stated that there were a number of years where the community has asked for the roads to be maintained but they had not been maintained because the Council was not able to include that in the general levy, which is how the assessment plan came forward. He stated that this is another solution that would provide dedicated funding for road maintenance. He stated that the five-year sunset would allow the City to try this method. He stated that if the City discovers that this is not a good plan, the Council can reverse that. He acknowledged that this is a tough decision and an issue that needs to be resolved. Councilmember Heinrich stated that she noticed that everyone agrees that the roads need to be funded but the method has not been agreed upon. She stated that she is not supporting this because she does not support regressive taxes or removing road funding from the general tax levy. She stated that she likes the guidelines in place, so if this does move forward, she is comfortable with the five-year sunset and that this would be dedicated funding for roads.

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

7.02: Discuss Potential City Code Changes to Liquor Licenses and Tobacco Licenses

Deputy City Administrator Gladhill reviewed the staff report and asked that Council provide direction to staff to begin a process to amend City Code if it so desires.

Councilmember Riley stated that this issue arose because of a specific license request but confirmed the direction that this is a policy discussion and not a discussion on that request.

Councilmember Heinrich asked how many vape shops in Anoka County hold a liquor license.

Deputy City Administrator Gladhill stated that he does not have the information for the County but confirmed that this would be unique for Ramsey. He stated that there are some instances where a liquor store carries a small amount of tobacco products and explained that this would allow the reverse, for a vape shop/tobacco shop to carry alcoholic products.

Councilmember Musgrove asked what the separation would look like, whether it would require two different cash registers or entrances.

Deputy City Administrator Gladhill explained that if CBD products were used, there would need to have separate licenses and entrances, using the example of adjacent suites: one for CBD and one for tobacco and liquor.

Councilmember Musgrove asked and received confirmation that currently a vape shop could sell liquor in the same store if the licenses are obtained.

Deputy City Administrator Gladhill explained that the City follow State law but does not have additional regulations on top of that at this time.

Councilmember Musgrove stated that perhaps more information and detail is needed on what things could or could not be sold before she could make a policy decision.

Councilmember Kuzma asked the current age limits for vaping.

Deputy City Administrator Gladhill stated that there may have been recent changes for tobacco that changed the age to 21, but he is unsure. He noted that within the case is information from the House research that contains helpful information.

Mayor LeTourneau asked if vaping and tobacco fall under the same licensure.

Deputy City Administrator Gladhill confirmed that tobacco and tobacco related devices, such as vaping, fall under the same guidelines. He stated that staff research was limited to vaping and vaping supplies and whether the Council would like to allow liquor sales at those establishments.

Councilmember Riley stated that the recommendation is that the Council provide direction to staff to begin the process to amend the City Code and asked for additional clarification.

Deputy City Administrator Gladhill stated that at the last meeting staff provided a recommendation to approve the liquor license request based on the current City Code. He noted that the Council was hesitant to approve the license. He stated that staff needs direction on whether or not to amend the City Code.

Councilmember Riley stated that he does not see a need to amend the City Code.

Councilmember Kuzma stated that he would also not see a reason to change the City Code but would want the age stipulated at 21 if it is not already.

Councilmember Menth asked if the business has a license already.

Deputy City Administrator Gladhill confirmed that the business currently holds a tobacco license and sells vaping supplies and electronic cigarettes.

Councilmember Menth stated that it is his understanding that the business currently sells tobacco products and CBD oils and the problem would be that once the alcohol comes into play, CBD would not be eligible. He asked if the business is aware of that requirement.

Deputy City Administrator Gladhill confirmed that the business is aware that they would no longer be able to sell CBD products if they choose to sell alcohol.

Councilmember Heinrich stated that she would not support amending City Code.

Councilmember Riley stated that both Federal and Minnesota law have made the change in age to 21 to purchase tobacco products.

Motion by Councilmember Riley, seconded by Councilmember Heinrich, to not begin a process to amend City Code pertaining to Liquor Licenses and Tobacco Licenses.

Further discussion: Councilmember Menth stated that there are businesses that sell liquor and tobacco and asked how they do that. Deputy City Administrator Gladhill explained that by leaving the Code as it is the City would continue to allow that activity to occur.

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

7.03: Consider Off-Sale Liquor License at 13939 Saint Francis Boulevard NW; Case of Cloud X Vapes

Deputy City Administrator Gladhill reviewed the staff report and recommendation to approve the off-sale liquor license.

Councilmember Heinrich commented that this business is currently advertising the sale of CBD products and asked if an inspection would be done prior to issuance of the liquor license to ensure those products are not being sold.

Deputy City Administrator Gladhill confirmed that process would be followed.

Councilmember Heinrich asked for details on compliance checks the City completes.

Police Captain Frankfurth provided details on the different compliance checks done for businesses selling tobacco and/or alcohol.

Motion by Councilmember Menth, seconded by Councilmember Riley, to approve an off-sale liquor license for Cloud X Vapes at 13939 St. Francis Boulevard NW, Suite 200.

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

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

City Planner McGuire Brigl reviewed the staff report and recommendation to adopt the final plat and the vacation of drainage and utility easements related to the Puma Street realignment project and to adopt resolution #20-133

Motion by Councilmember Musgrove, seconded by Councilmember Heinrich, to waive the City Charter requirement to read the Ordinance aloud and Adopt Ordinance #20-14 Vacating Certain Underlying Drainage and Utility Easements and Existing Right of Way Related to Puma Street Realignment Project and to Adopt Resolution #20-133 Authorizing the Sale of City Owned Property to Riverstone Development LLC.

A roll call vote was performed:

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

City Engineer Westby reviewed the staff report and recommendation to adopt Resolution #20-130 accepting bids and awarding a construction contract to Douglas-Kerr Underground, LLC from Mora, Minnesota in the amount of $622,062.11 for Puma Street Improvements, Improvement Project #20-04.

Councilmember Musgrove asked if the cost for sewer and water upgrades is for the whole stretch of Puma or just the section of this project.

City Engineer Westby replied that would only be for this section of Puma Street.

Councilmember Menth commented that this project corrects a safety issue and supports awaiting development and therefore supports this project.

Motion by Councilmember Menth, seconded by Councilmember Kuzma, to Adopt Resolution #20-130 Accepting Bids and Awarding Contract for Puma Street Improvement, Improvement Project #20-04.

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

7.06: 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

Deputy City Administrator Gladhill reviewed the staff report and recommendation of the Planning Commission to approve the requested Zoning Amendment of part of the subject property from R-1 Residential (MUSA) District to R-1 Residential (Detached Villa) as reflected in the 2040 Comprehensive Plan. The Council previously introduced the Ordinance at its meeting on June 9, 2020.

Councilmember Heinrich asked for clarification on the feedback from the Council to the developer at the last meeting and what has evolved.

Deputy City Administrator Gladhill stated that the area to the east was a primary focus with a desire for 80-foot lots and a 30-foot landscaped buffer. He noted that the Council also desired to require 80 foot lots on the south side, which is the direction that staff followed.

Mayor LeTourneau stated that originally there was concern from the residents to the east and the bulk of the work that was done was to find a solution involving transitioning buffering that will allow for the existing residents to be pleased with the planning effort.

Motion by Councilmember Heinrich, seconded by Councilmember Riley, to waive the City Charter requirement to read the Ordinance aloud and adopt Ordinance #20-06 Amending Section 117-90 “Map” of Chapter 117 of the City Code of Ramsey, Minnesota.

A roll call vote was performed:

Councilmember Heinrich	aye
Councilmember Kuzma	aye
Councilmember Specht	aye
Councilmember Musgrove	aye
Councilmember Menth	aye
Councilmember Riley	aye
Mayor LeTourneau	aye

Motion carried.

7.07: Adopt Resolution #20-115 Approving Cobblestone Hotel and Cobblestone Addition (Case of Cobblestone Hotel)

Senior Planner McGuire Brigl reviewed the staff report and recommendation of the Planning Commission to adopt Resolution #20-115 approving a Site Plan, Final Plat and Conditional Use Permit for Cobblestone Hotel.

Councilmember Kuzma stated that he is excited to see this project coming to fruition.

Motion by Councilmember Kuzma, seconded by Councilmember Heinrich, to Adopt Resolution #20-115 Approving a Site Plan and Conditional Use Permit for Cobblestone Hotel and Final Plat for Cobblestone Addition.

Further discussion: Councilmember Menth noted that the Planning Commission also supported this project.

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

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

Senior Planner McGuire Brigl reviewed the staff report and recommendation of the Planning Commission to approve 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.

Councilmember Menth asked what mitigating elements would be for noise.

Senior Planner McGuire Brigl provided examples of landscaping or a noise wall.

Councilmember Heinrich asked for input from public safety on the right turn option onto CR 5.

Senior Planner McGuire Brigl stated that public safety is supportive of the right out onto Nowthen Boulevard.

Councilmember Musgrove asked if the noise mitigation would be for the existing residents as well as the new residents of this development.

Senior Planner McGuire Brigl stated that the noise study would be for the project site and therefore only the new townhomes.

Deputy City Administrator Gladhill explained that Nowthen Boulevard would not trigger noise mitigation for the existing homes and that requirement would be specific to the new homes. He stated that the benefit would be to the people purchasing the newly created homes.

Councilmember Musgrove stated that it does not appear that there would be room for a berm.

Deputy City Administrator Gladhill provided different examples of things that could be used to mitigate noise, such as landscaping or fencing. He noted that the study would provide those examples.

Councilmember Musgrove stated that Anoka County provided four options for CR 5, with one option being a right out only used for emergency or utility vehicles. She asked for input from staff.

Senior Planner McGuire Brigl stated that at this time the proposal is for a right out for any vehicles. She stated that public safety requested a right out for their vehicles and noted that it would make more sense to allow that action for all traffic. She noted that public safety was supportive of that option. She stated that Anoka County would like to see no new access onto County Road 5.

Deputy City Administrator Gladhill stated that Anoka County originally stated that they would not want to see an additional access, but if Ramsey public safety believed that access could be supported, the County would allow it.

Senior Planner McGuire Brigl stated that currently there is a driveway on the southern portion of the property, therefore this will not be an additional access.

Councilmember Musgrove asked if there is concern with the proximity to existing access points.

Senior Planner McGuire Brigl noted that was not brought up as a concern by the engineering team. She noted that additional information could be brought back with final plat if desired.

Councilmember Heinrich asked how long this road would be compared to Bowers Drive. She also asked if the cul-de-sac and barricade for emergency vehicles would suffice.

Deputy City Administrator Gladhill replied that this would be significantly shorter than Bowers Drive as this would be several hundred feet long. He stated that Bowers Drive is a public road whereas this would be a private road that the City would not own or maintain.

Elena Hunter, 14628 Helium Street NW, commented on the stretch of CR 5 which can be difficult, from TH 47 to the elementary school, where vehicles are attempting to pick up speed while others are attempting to turn left. She stated that it is more and more difficult to turn left onto 146th because of the increased traffic and challenges of that stretch of CR 5. She stated that people walking on the pedestrian path also have to deal with the turning traffic. She believed that traffic mitigation is needed at that intersection. She noted that this development will increase the traffic and increase the problem that already exists. She stated that the larger concern is the potential for accidents when vehicles stop on CR 5 to turn at 146th. She stressed the importance of a turn lane at that intersection and hoped that the City would share some of that cost. She hopes that the improvement would be completed with this development. She stated that noise from CR 5 continues to increase and supported the requirement for a noise study. She stated that it has been pleasant to work with the developer and Planning Commission throughout this process and was pleased with the buffering that will occur. She commented that she much prefers homes on this location rather than a commercial development.

Chad Lindgrun, 5561 145th Circle NW, stated that they have worked with the Planning Commission, staff and the developer and thanked everyone for their time. He stated that traffic is a huge concern from CR 5 on 146th. He also believed that a turn lane is important for that intersection. He stated that at the Planning Commission meeting there was a walking trail between the private road and CR 5, which he did not see on the plan tonight, and hoped would continue to be a part of the plan. He commented that as the traffic increases and if the trail connects to 146th there would need to be a turn lane for safety. He referenced the right out from the development and asked what would deter drivers from taking a right into the development at that location.

Jason Bebo, applicant, stated that he completed his own traffic study and noted that during the four-day period, two vehicles during the peek time of 4:00 to 6:00 p.m. had to wait more than one second to turn left onto 146th. He did not believe it would be appropriate to ask him to fund a turn lane improvement for this development. He commented that this is a small development with little margin. He stated that he is attempting to create additional homes in the community that would be affordable, and he cannot afford to construct turn lanes.

Councilmember Heinrich thanked the developer for working with the residents. She asked which four days of the week the study was completed.

Mr. Bebo commented that the study was done Monday, Tuesday, Wednesday, and Thursday. He did not believe the results would change if the study were done over a weekend. He stated that he does understand that a turn lane would be helpful in that location for the existing problems mentioned by residents but noted that he did not notice any vehicles passing on the shoulder during his study.

Councilmember Riley referenced the noise study and asked the developers thoughts on that requirement.

Mr. Bebo stated that the townhome project to the south would have an almost identical layout and is completely sold. He did not see an issue but would be okay with completing a noise study if the

City desires. He stated that he cannot fit both a sidewalk and buffer, therefore it would need to be one or the other.

Councilmember Musgrove commented that she believes that the current conditions have lower traffic because of COVID and school being out. She stated that traffic coming out of the development would try to take a left on 146th in the morning when there is a lot of traffic trying to get onto CR 5 and asked if the developer has concerns with that. She also asked if the developer had concerns with pedestrians crossing at 146th.

Mr. Bebo stated that he would be willing to provide the sidewalk connection to 146th. He stated that his comment was that there would not be enough room to also include a berm with the sidewalk.

Councilmember Musgrove commented that she believes that traffic will be an issue and there should be some kind of mitigation included.

Mr. Bebo stated that he would most likely not continue the process if turn lanes are required.

Councilmember Musgrove stated that CR 5 is a County road and asked if the County would contribute to any improvements.

Deputy City Administrator Gladhill stated that improvement is not included in the County's capital improvement plan and therefore funds are not budgeted. He stated that could be a part of the larger corridor study. He stated that staff is recommending that one turn lane be constructed with the City sharing 30 percent of the cost. He stated that he has yet to see a project abutting a County road that does not have to contribute towards an improvement.

Mayor LeTourneau asked the likelihood that the County would share 30 percent of the cost as well.

Deputy City Administrator Gladhill commented that the improvement is not included in the County's five-year capital improvement plan, therefore the County would not contribute in the next five years.

Councilmember Musgrove stated that she is unsure that she would be comfortable with the City contributing towards the improvement in terms of precedent. She asked about the availability of HRA funds.

Deputy City Administrator Gladhill confirmed that the HRA fund could be used or the PIR fund could be used for the cost-share.

Councilmember Musgrove stated that she would be comfortable using the County HRA funds because this is a County road.

Deputy City Administrator Gladhill explained that the City gets involved in road improvement costs with developers when the improvement occurs on a collector roadway that serves more than just the development, similar to Puma Street.

Mayor LeTourneau commented that the City cost-share would come into play when the improvement provides a broader benefit to a larger segment of the community and would not just benefit the proposed development. He agreed that the developer should not pay the whole cost of the turn lane improvement.

Deputy City Administrator Gladhill explained that the direction tonight would simply be that the City is willing to contribute towards the improvement and noted that staff and the developer would work out the details prior to Final Plat.

Councilmember Menth commented that with the City contributing 30 percent of the cost for the turn lane, the cost per townhome for one turn lane would be $2,100. He noted that two turn lanes would equate to $4,200 per townhome.

Councilmember Riley asked the City's interest in requiring the noise study.

Deputy City Administrator Gladhill explained that this is a County State Aid Highway, therefore the City would have some liability in terms of noise. He noted that if the City improves CR 5 in the future, that would trigger automatic review of noise study and the City would then be responsible for any noise mitigation. He stated that the City would prefer for that developer complete the study on the front end of the proposal and complete any noise mitigation efforts that may be required.

Mr. Bebo asked if a noise study was required for the townhome project to the south.

Deputy City Administrator Gladhill stated that he is unsure of that townhome project as that predated his time with the City but stated that multiple other projects required noise studies, providing those examples.

Ms. Hunter acknowledged that the turn lane is costly for the developer. She asked that the interest of safety be considered as saving lives should be more important. She agreed that this is an unusual time in terms of traffic, as there is more traffic during usual times and during the school year. She wondered why a four-way stop could not be installed. She believed that would help mitigate the traffic and would allow vehicles to turn, along with aiding in pedestrian safety. She appreciated that the developer was willing to provide the sidewalk connection but noted that pedestrians would still need to cross the road as the sidewalk does not connect to Sunwood.

Deputy City Administrator Gladhill stated that the City could complete an intersection control evaluation study but stated that there would be priorities for intersection control. He stated that the ICE study could be completed with the recommendation for the turn lane remaining and the developer and staff could work out which would be better.

Senior Planner McGuire Brigl stated that she reached out to Anoka County about the possibility of a four way stop and the County did not view a four way stop or traffic light as an option at that intersection because of spacing. She stated that the County stated that adding a four way stop at that location could actually make traffic worse down the road.

City Engineer Westby stated that volumes of traffic and pedestrians, along with site constraints have to be reviewed along with a number of warrants. He stated that with these traffic volumes a four-way stop would not be warranted. He stated that a four-way stop could also create a false sense of security for pedestrians.

Senior Planner McGuire Brigl clarified that the trail along Nowthen is in the plan sheets, although she did not present that element tonight.

Councilmember Specht stated that he has been contacted by residents about this proposed project. He stated that he would need to see turn lanes, traffic studies and noise studies included in order to support this project.

Councilmember Heinrich asked for details on the plan review comments and staff letter mentioned in the staff report recommendation.

Deputy City Administrator Gladhill explained that staff provides comments to the developer in multiple sources and provided clarification.

Motion by Councilmember Riley, seconded by Mayor LeTourneau, to Adopt Resolution #20-114 Approving Preliminary Plat for Hampton Homes with the incorporation of one turn lane.

Further discussion: Councilmember Menth asked why only one turn lane is wanted. Councilmember Riley stated that staff suggested only a northbound turn lane. Deputy City Administrator Gladhill stated that the priority of residents is the northbound turn lane. He stated that the southbound turn lane could be addressed during the CR 5 corridor study. Councilmember Musgrove stated that she would have difficulty supporting this because of the proximity to CR 5 and the issues with traffic. She stated that she would prefer to have two turn lanes funded by the developer and therefore would not support this motion.

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

7.09: Adopt Resolution #20-136 Approving Planning Framework for Highway 10 South Planning Area – Riverstone South

Deputy City Administrator Gladhill reviewed the staff report and recommendations of the Planning Commission, Park and Recreation Commission and Environmental Policy Board.

Mayor LeTourneau commented that he appreciates Capstone Homes and the landowner for their willingness to come forward with a project like this and the process that they have allowed the existing neighborhood to participate in. He welcomed comments from residents.

Matt Guck, 14583 Bowers Drive, stated that he is a Forestry Technician and spends time both cutting and planting trees. He stated that a piece of forest like this is very valuable. He stated that he chose his home deliberately to live next to old growth woods. He stated that the wooded area really is a remarkable ecosystem and recognized how valuable it is in an intangible way. He stated that wooded ecosystems are easy to destroy but take a long time to build. He commented that there are so few of these wooded ecosystems left and they are exceedingly rare and should be preserved. He stated that this area has already been manipulated to a significant degree and hoped that the remaining ecosystem could be preserved. He stated that he hopes that the City also places value on that as well.

Councilmember Heinrich stated that the Park and Recreation Commission recently reviewed a consideration for a park in the area and asked Mr. Guck's preference on whether he would like the wooded area preserved or whether a park would be preferable.

Mr. Guck stated that he supports an active use park in the woods, as it would establish a place for children to connect to nature. He stated that he also recognizes value of non-active use land and the benefits that it provides. He did not believe the entire wood lot should be made accessible.

Councilmember Heinrich stated that at the Park and Recreation Commission the question was not asked on whether the tree canopy should be preserved rather than an active use playground.

Councilmember Menth referenced a wooded area in San Francisco that is world renowned and stated that Mr. Guck's comments remind him of that.

Sam Sjostrom, 14623 Bowers Drive, echoed the comments of Mr. Guck related to the motivation behind moving to this area. He stated that the tree coverage was a motivating factor as it is not common to suburban residential areas. He stated that if some of trees were lost to the east that would be unfortunate. He appreciated the open discussion and bringing the options to the table as he felt that was encouraging. He stated that he would prefer option two. He asked if the data could be shared related to the precedent for Bowers Drive to have a second access.

Police Captain Frankfurth stated that they always desire a second access into a neighborhood. He commented that there is a good chance that trees could come down in a storm and if there is only one access, it would take longer for emergency services to access the properties. He also provided input on fire safety and circulation of those vehicles. He stated that police can get through trails while fire trucks are larger and have larger turning radius requirements.

Deputy City Administrator Gladhill stated that some complaint data was pulled over the past ten years.

Mayor LeTourneau commented that he lives on Bowers Drive and has enjoyed the tree canopy and unique characteristics of the neighborhood. He stated that he always thought that there would

be development at some point and therefore is not struggling as much as some residents may. He stated that across the neighborhood people are resistant of change but accepting that this is going to happen and are working collaboratively through this process. He stated that everyone loves the tree canopy and would like that characteristic to remain. He stated that the neighborhood has embraced the 12 homes that Capstone brought through the last development. He stated that the existing residents would like the characteristic to remain to the extent possible. He stated that related to the second access, the general consensus is that if the second access has to be there, they would accept it, but no one really wants it. He stated that the overwhelming resistance is against a full access road as they would like Bowers Drive to remain secluded. He stated that the two versions presented today seem to be acceptable. He stated that the most favorable orientation for Riverdale Drive would be to have the eastern most option. He stated that the residents do not want Riverdale Drive to come into Bowers Drive and change addresses. He appreciated Mr. Guck's comments related to tree preservation. He noted that 30 years ago that forest looked much different and continued to change. He commented that the inventory that was completed yielded some great information with very old growth trees that are a valuable amenity for the community. He stated that he would like to see as much of the tree canopy protected as possible, beyond a one-acre park.

Councilmember Specht stated that this is a beautiful area of Ramsey and wants people to be able to enjoy that in a way that respects the residents and the forested area there. He agreed that the forest should be preserved to the extent possible and believed a play area would also be nice.

Councilmember Heinrich stated that she supports the higher density being located near the solar farm as that is not the most desirable view. She stated that she supports the full connection, although she understands the sensitivities to the residents. She commented that public safety is the most important to her. She stated that if the City is going to ask the developer to preserve more trees, would the City then still ask them to build a park. She stated that she would lean towards leaving it as a natural area. She referenced the plan which has a change to the Highway 10 access point and asked if there is concern with the right-in/right-out option if the full connection is provided on the other end.

Police Captain Frankfurth stated that there would be some concerns with a right-in/right-out option depending where it is on Highway 10. He stated that they would at least want a right in for public safety.

City Engineer Westby commented that any time you can remove a median crossover would be a good thing and would be supported by MnDOT. He stated that a right-in/right-out typically does not prove to be a safety issue if there are not accesses in close proximity.

Councilmember Riley stated that he favors larger lots, especially around the edge of existing homes. He commented that this would seem to be a good fit for smaller lots as well. He stated that in terms of street connection, a full street connection is preferable. He stated that whenever there is a discussion related to long cul-de-sacs, Bowers Drive is always mentioned. He stated that creating the second access would be an important connection and did not believe it would open up Bowers Drive as a cut through for the new neighborhood. He stated that there is already a 75-foot buffer discussed, which is larger than many of the lots that would be created. He stated that he is supportive of the direction that this is moving.

Councilmember Kuzma stated that he would support the tiered lot sizes as discussed. He stated that he also agrees with the issue of safety and would support a full connection that could support a fire truck. He stated that he would also be open to exploring preservation of additional wooded acres as that is a great asset to the community.

Mayor LeTourneau stated that the residents of Bowers Drive accept that a second access will most likely be required and are now focusing on how that could be designed to not infringe upon the existing neighborhood but still provide access to fire trucks and emergency vehicles.

Councilmember Musgrove asked if any changes are being made to the land use.

Deputy City Administrator Gladhill explained that this framework would guide those conversations, noting that at some point a rezoning would be necessary. He stated that this is a nonbinding document that provided policy direction that would be implemented in future steps.

Councilmember Musgrove stated that she would like to see what could be done to preserve the tree canopy area but also understands that this is private land and has the ability to develop. She stated that she also likes option two.

Steve Bona, Capstone, stated that the Pearsons own the trees on the property. He stated that Capstone has had success in Ramsey and appreciates working with City staff. He stated that the Riverdale connection to Highway 10 needs to be more known so that they can design their concept with the knowledge of how it connects to Highway 10. He stated that they would propose full park fees and dedication of two acres of trees to be preserved through the park and buffer. He stated that there have been a lot of comments related to tree preservation. He noted that another option would be heavy on park dedication land and lighter on the park fees. He stated that there are 79 acres and they could dedicate eight acres of park that could be all-natural trees. He stated that Capstone also suggested a bonus for the smaller lots which could equate to another two acres, which would be a total of ten acres of park land. He noted that option would not involve park fees but would provide the opportunity to preserve those trees. He stated that if they preserve that ten acres, they lose development area which loses economy of scale to make the development work. He noted that the total tree canopy area is 23 acres. He stated that if they go beyond that ten acres, they cannot make the development work financially because they could not pay for Riverdale Drive and could not pay for landscaping and common areas. He asked for feedback on that tonight so that they could work that into the concept plan and continue to move forward. He stated that they provided the first alignment for Riverdale with access to the west of the buildings.

John Dobbs stated that he has helped the Pearsons for some time and was the developer of Pearson Place. He stated that when Pearson Place was developed there was a joint effort between the neighborhood, planning staff, property owner and developer to finish off Bowers Drive. He explained that the 50-foot buffer was provided as a buffer and acknowledgement that there would be density on the other side of the trees compared to the unique Bowers Drive neighborhood. He stated that he understands the desire to save trees but noted that this is not a new dialogue. He stated that this is about the Pearsons property and their tenure in the City. He stated that the Pearsons are fond of the existing residents and have provided that buffer. He stated that when he

first got involved, they were given an alignment from the City. He commented that Ms. Pearson commented that she did not want Riverdale Drive to go through her living room and staff was great with providing alternative ideas for the alignment that do not go through the Pearson's home or Bowers Drive. He stated that there were neighborhood meetings for Pearson Place which brought forward Riverdale Drive alternative one. He stated that the road alignment could be moved to the east, which would be almost a football field from Bowers Drive. He explained that the Pearsons prefer that alignment because the road impacts the Pearsons and their home along with their businesses. He stated that the Pearsons do not want to have a service road.

Mayor LeTourneau stated that the additional feedback is important as it tells the City there are many things still on the table. He stated that there is flexibility in those topics.

Councilmember Riley noted that each member of the Council had different ideas on some elements and asked for input from staff, as he was unsure the draft motion captures those ideas.

Mayor LeTourneau commented that the framework allows for all of those discussion points to come forward. He stated that the framework was not very clear about the idea of extended tree preservation and suggested that be added.

Deputy City Administrator Gladhill stated that everyone agrees that Riverdale Drive is important and both alternatives should be explored deeper. He commented that the second connection between Riverdale Drive and Bowers Drive needs to happen, whether that is a public road or just for public safety. He provided details on the possible tree preservation options as well. He noted that the framework would provide direction and limit some options compared to the things that have been on the table thus far.

Motion by Councilmember Menth, seconded by Councilmember Kuzma, to Adopt Resolution #20-136 Approving Planning Framework Document for Riverstone South, including the discussion related to tree preservation.

Further discussion: Councilmember Heinrich asked what the language would be related to tree preservation. Councilmember Menth confirmed that he would suggest the language as proposed by staff. Councilmember Specht stated that he likes the idea of no park fees with the higher acreage of preserved trees. Councilmember Heinrich stated that she struggles because one of the options is continuing to explore 20 plus acres of tree preservation. She stated that she would like to work with the developer on a tree preservation plan but was unsure that acquisition of 20 plus acres would be feasible. She commented that there are a lot of variables included in the language provided by staff. Mayor LeTourneau stated that the intent is to provide direction and to let staff and the developer work out those details. He stated that full acquisition of the trees would most likely fall off the discussion pretty quickly as this moves forward. Councilmember Heinrich stated that she cannot support the motion as drafted which includes the full acquisition of the 20 plus acres of wooded area. Councilmember Menth stated that he understands that this would provide direction to the staff to negotiate and work with the developer. He commented that anything between one acre and 23 acres would be on the table for discussion and simply provides flexibility. Deputy City Administrator Gladhill offered an amendment to move this along. He stated that unless the Council is willing to bring cash, the full acquisition would not happen and therefore

suggested that be left off. He stated that the language could be the option shown now and anything more than that. Councilmember Riley stated that he would feel more comfortable removing the full acquisition option. It was the consensus of the Council to remove the full acquisition option of 20 plus acres. The last option should be corrected to reduce park dedication fees in return for additional preserved acres of trees.

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

7.10: 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

City Administrator Ulrich reviewed the staff report and recommendation to adopt Resolution #20-134 to proceed with the Special Election Process.

Councilmember Heinrich stated that she has enjoyed serving the community, meeting residents, and having them express their comments to the Council. She highlighted some of the projects and activities that she participated in during her time on the Council. She thanked the residents for the opportunity to serve on the Council, which has been a rewarding experience. She stated that she will be resigning her position effective July 14th, which is difficult. She explained that her husband's new job will take them out of the state and therefore she will not be able to serve Ramsey. She thanked the other members of the Council for their continued service to the community.

Mayor LeTourneau extended his gratitude for Councilmember Heinrich's service and everything she has done for the City.

Councilmember Specht stated that it has been an honor to work with Councilmember Heinrich and noted that she has been a great role model on how to serve the residents.

Councilmember Riley commented that he will miss Councilmember Heinrich and Ward 1 will lose an advocate.

Councilmember Musgrove stated that Councilmember Heinrich has been an inspiration and it has been awesome to see her creative thinking.

Motion by Councilmember Heinrich, seconded by Mayor LeTourneau, to Adopt Resolution #20-134 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.

Further discussion: Councilmember Menth commented that Councilmember Heinrich is a class act and it has been great working with her. Councilmember Kuzma wished Councilmember Heinrich good luck in her future.

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

8. MAYOR, COUNCIL AND STAFF INPUT

City Administrator Ulrich announced upcoming meetings and events.

9. ADJOURNMENT

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

Motion carried.

The regular meeting of the City Council adjourned at 11:04 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. 2.**

Meeting Date: 07/14/2020

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.

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	07/07/2020 04:24 PM
Sean Sullivan	Sean Sullivan	07/08/2020 10:43 AM
Tim Gladhill	Tim Gladhill	07/09/2020 08:21 AM
Kurt Ulrich	Kurt Ulrich	07/09/2020 11:28 AM
Form Started By: Wendy Schlueter		Started On: 06/22/2020 02:13 PM
Final Approval Date: 07/09/2020		

Report Name: License Report - License Types
Council Dates: 7/14/2020 to 7/14/2020
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, Temporary Intoxicating, Wine On-Sale, Amusement Center, Amusement Devices/Billiard Tables, Business License-1st Year, Business License-Renewal, Garbage Haulers, Pawnbroker, Second Hand Goods Dealer, Special Events, Temporary Amusement/Carnival/Circus, Therapeutic Massage Establishment, Therapeutic Massage Therapist, Tobacco, Transient Merchant/Peddler/Solicitor

City of Ramsey
License Report - License Types

Company	Location	Complex	Exp. Date	Council Date	Status
Therapeutic Massage Therapist					
Emily Beth Reuss	14245 St Francis Blvd NW #104	Rum River Chiropractic	12/31/2020	7/14/2020	A
			Therapeutic Massage Therapist License Count:		**1**
Transient Merchant/Peddler/Solicitor					
Legacy Restoration LLC - Detzler			12/31/2020	7/14/2020	A
Legacy Restoration LLC			12/31/2020	7/14/2020	A
Tyther Contracting - Pischke			12/31/2020	7/14/2020	A
KAT Construction - M Baumgartner			12/31/2020	7/14/2020	A
Aptive Environmental, LLC			12/31/2020	7/14/2020	A
APK Restoration - Saba			12/31/2020	7/14/2020	A
Legacy Restoration LLC - Kaye			12/31/2020	7/14/2020	A
			Transient Merchant/Peddler/Solicitor License Count:		**7**
			Total Licenses:		**8**

CC Regular Session **5. 3.**

Meeting Date: 07/14/2020

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	07/09/2020 07:57 AM
Kurt Ulrich	Kurt Ulrich	07/09/2020 11:37 AM
Form Started By: JoAnn Shaw		Started On: 06/25/2020 12:08 PM
Final Approval Date: 07/09/2020		

City of Ramsey
License Report - License Types

Company	Location	Complex	Exp. Date	Council Date	Status
Rental					
Kimberly Schwartz	6861 137th La NW		6/13/2023	7/14/2020	A
Trilogy Custom Homes	6978 139th Ave NW		6/13/2023	7/14/2020	A
Candace Fisher	7053 139th Ave NW		6/27/2023	7/14/2020	A
VG Properties, LLC	7074 139th Ave NW		6/13/2023	7/14/2020	A
Elizabeth Holgrimson	7092 139th Ave NW		6/13/2023	7/14/2020	A
VG Properties, LLC	7094 139th Ave NW		6/13/2023	7/14/2020	A
Nita Morlock	7106 139th Ave NW		6/13/2023	7/14/2020	A
Nita Morlock	5346 140th Ave NW		6/13/2023	7/14/2020	A
Nita Morlock	5350 140th Ave NW		6/13/2023	7/14/2020	A
Ten Talents Endeavor, LLC	5362 140th Ave NW		6/13/2023	7/14/2020	A
RAPQ, LLC	5359 142nd Cir NW		6/13/2023	7/14/2020	A
RAPQ, LLC	5940 143rd Cir NW		6/13/2023	7/14/2020	A
Lance Redfield	6090 144th La NW		6/13/2023	7/14/2020	A
Gregory Knutson	5420 144th Way NW #16		6/13/2023	7/14/2020	A
Marco Real Estate, LLC	5420 144th Way NW #20		6/13/2023	7/14/2020	A
Kraig Domogalla	5420 144th Way NW #24		6/27/2023	7/14/2020	A
Kraig Domogalla	5430 144th Way NW #12		6/27/2023	7/14/2020	A
Kraig Domogalla	5430 144th Way NW #14		6/27/2023	7/14/2020	A
Kraig Domogalla	5430 144th Way NW #16		6/27/2023	7/14/2020	A
Kraig Domogalla	5430 144th Way NW #18		6/27/2023	7/14/2020	A
Kraig Domogalla	5430 144th Way NW #20		6/27/2023	7/14/2020	A
Kraig Domogalla	5430 144th Way NW #22		6/27/2023	7/14/2020	A
Kraig Domogalla	5430 144th Way NW #24		6/27/2023	7/14/2020	A
Kraig Domogalla	5430 144th Way NW #26		6/27/2023	7/14/2020	A
TM Investments, LLC	5440 144th Way NW #12		6/13/2023	7/14/2020	A
TM Investments, LLC	5440 144th Way NW #14		6/13/2023	7/14/2020	A
TM Investments, LLC	5440 144th Way NW #22		6/13/2023	7/14/2020	A
Raymond T Renner	6960 147th Ave NW		6/13/2023	7/14/2020	A
Moxi Investments, LLC	7302 147th La NW		6/13/2023	7/14/2020	A
Raymond T Renner	7065 148th La NW		6/13/2023	7/14/2020	A
Betty Donnay	5515 149th La NW		6/13/2023	7/14/2020	A
Betty Donnay	5525 149th La NW		6/13/2023	7/14/2020	A
Teddy Bear Houses, LLP	5715 150th La NW		6/27/2023	7/14/2020	A
Teddy Bear Houses, LLP	5515 152nd Ave NW		6/27/2023	7/14/2020	A
Jeffrey L Lorge	7021 153rd Ave NW		6/13/2023	7/14/2020	A
Vollmers	5674 154th Ct NW		6/13/2023	7/14/2020	A
James Adams	5630 164th La NW		6/13/2023	7/14/2020	A
SMLS, LLC	14253 Argon St NW		6/13/2023	7/14/2020	A
Kylas LLC	15313 Argon St NW		6/27/2023	7/14/2020	A
Pete Medred	15385 Armstrong Blvd NW		6/27/2023	7/14/2020	A
Tola Ogunleye	14184 Barium St NW		6/13/2023	7/14/2020	A
Copper Ridge Properties, LLC	14660 Cobalt St NW #40		6/13/2023	7/14/2020	A
Hazel Properties	14661 Cobalt St NW #43		6/13/2023	7/14/2020	A
MJP Properties, LLC	14730 Cobalt St NW #20		6/13/2023	7/14/2020	A

City of Ramsey
License Report - License Types

Company	Location	Complex	Exp. Date	Council Date	Status
Rental					
Huy T Le	14111 Dysprosium St NW		6/27/2023	7/14/2020	A
Nita Morlock	15223 Fluorine St NW		6/13/2023	7/14/2020	A
Igor Belii	15255 Fluorine St NW		6/27/2023	7/14/2020	A
Kevin and Seliana Berg	13919 Garnet Ter NW		7/11/2023	7/14/2020	A
Lance Redfield	15244 Germanium Cir NW		6/13/2023	7/14/2020	A
Kylas LLC	14615 Helium St NW		6/27/2023	7/14/2020	A
Yousef Abumayaleh	14700 Helium St NW		6/13/2023	7/14/2020	A
Victor Shkolnikov	13873 Ironstone St NW		6/13/2023	7/14/2020	A
Curt D Powell	13935 Ironstone Ter NW		6/13/2023	7/14/2020	A
Gary Lundberg	16240 Jaspar St NW		6/13/2023	7/14/2020	A
Kylas LLC	15340 Kangaroo St NW		6/27/2023	7/14/2020	A
Teddy Bear Houses, LLP	15051 Nowthen Blvd NW		6/27/2023	7/14/2020	A
Teddy Bear Houses, LLP	15123 Nowthen Blvd NW		6/27/2023	7/14/2020	A
Nita Morlock	14571 Olivine St NW		6/13/2023	7/14/2020	A
Elsa Wong	14831 Olivine St NW		6/13/2023	7/14/2020	A
Elsa Wong	14837 Olivine St NW		6/13/2023	7/14/2020	A
Thomas Abeln	14652 Peridot Ter NW		6/27/2023	7/14/2020	A
Elsa Wong	14639 Quartz Ter NW		6/13/2023	7/14/2020	A
Phillip and Pamela Danielson	15423 Radium St NW		6/13/2023	7/14/2020	A
Jonathan and Jennifer Bicknese	15467 Radium St NW		6/27/2023	7/14/2020	A
Trilogy Custom Homes	6918 Riverdale Dr NW		6/13/2023	7/14/2020	A
Elsa Wong	7025 Riverdale Dr NW		6/13/2023	7/14/2020	A
Kirk Mullen	15303 Sodium St NW		6/13/2023	7/14/2020	A
Gene and Mary Jo Strande	15307 Sodium St NW		6/27/2023	7/14/2020	A
MCR Investments III, LLC	15533 Sodium Way NW		6/27/2023	7/14/2020	A
Bury Properties, LLC	14190 Tungsten St NW		6/27/2023	7/14/2020	A
Jason Domino	18031 Vanadium St NW		6/27/2023	7/14/2020	A
Raymond T Renner	14411 Wolfram St NW		6/13/2023	7/14/2020	A
Gene and Mary Jo Strande	14180 Xenon St NW #6		6/27/2023	7/14/2020	A
Elsa Wong	14200 Xenon St NW #16		6/13/2023	7/14/2020	A
Minnesota Capital Management	14220 Xenon St NW #6		6/13/2023	7/14/2020	A
Minnesota Capital Management	14220 Xenon St NW #8		6/13/2023	7/14/2020	A
Trilogy Custom Homes	16400 Yolite St NW		6/13/2023	7/14/2020	A

Rental License Count: 77

Total Licenses: 77

CC Regular Session **5. 4.**

Meeting Date: 07/14/2020

By: Colleen Lasher, Administrative Services

Information

Title

Approve Revisions to the Staff Allocation in Building Inspections

Purpose/Background:

The purpose of this case is to update the City Council on the staffing in the Community Development Department, Building Division, and to seek approval for revisions that represent no increase in the current budget, and likely budget savings as outlined below.

The Building Division is comprised of a Building Official, one 40 hour per week Permit Technician, one 30-32 hour per week Permit Technician, and contracted Building Inspectors. The 40 hour per week Permit Technician has been working a temporary, modified schedule prior to a leave of absence. Upon her return, this employee requested a permanent schedule change to 20 hours per week.

Management believes the employee's request to reduce the employee's hours from 40 hours to 20 hours per week is workable, and would like approval to reduce this employee's hours down to 20 hours per week, effective on or near September 1st. The reduction in hours would change the employee's status from full-time benefits to part-time benefits resulting in a cost savings to the City. With this change, staff would immediately begin a recruitment to hire a new 20 hour per week employee. Staff recommends hiring a 20 hour per week Administrative Assistant vs. a 20 hour per week Permit Technician to backfill the hours lost. In any event, depending on the given pay scale step (steps 1 - 6) the the Administrative Assistant position earns approximately $1.48 to $1.85 less per hour when compared to the Permit Technician position. Both 20 hour per week employees would not be eligible for the City's health, dental or life insurance benefits which currently adds a range of $404 per month to $1517 per month, depending on the benefits elected.

Funding Source:

There is no additional funding required for this action.

Recommendation:

Staff recommends granting approval to reduce one 40 hour per week Permit Technician down to 20 hours per week, effective on or near September 1, 2020 and to authorize a recruitment for a 20 hour per week Administrative Assistant

Action:

Motion to approve the following actions: 1) Reduce one 40 hour per week Permit Technician down to 20 hours per week, effective on or near September 1, 2020, and 2) Authorize a recruitment for a 20 hour per week Administrative Assistant.

Attachments

No file(s) attached.

Form Review

Inbox	Reviewed By	Date
Tim Gladhill	Tim Gladhill	07/09/2020 07:53 AM
Kurt Ulrich	Kurt Ulrich	07/09/2020 09:58 AM
Form Started By: Colleen Lasher		Started On: 07/08/2020 10:33 AM
Final Approval Date: 07/09/2020		

CC Regular Session **5. 5.**

Meeting Date: 07/14/2020

By: Jackie Lipski, Finance

Information

Title

Adopt Resolution #20-145 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of June 18, 2020 through July 8, 2020

Purpose/Background:

Adopt Resolution #20-145 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of June 18, 2020 through July 8, 2020

Recommendation:

Staff Recommends to Adopt Resolution #20-145 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of June 18, 2020 through July 8, 2020.

Action:

Motion to Adopt Resolution #20-145 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of June 18, 2020 through July 8, 2020.

Attachments

Bills List 7/14/2020

Resolution 7/14/2020

Form Review

Inbox	Reviewed By	Date
Diana Lund	Diana Lund	07/08/2020 12:20 PM
Kurt Ulrich	Kurt Ulrich	07/09/2020 09:58 AM
Form Started By: Jackie Lipski		Started On: 07/08/2020 10:45 AM
Final Approval Date: 07/09/2020		

CITY OF RAMSEY - FINANCE OFFICE Printed 7/8/2020

RAMSEY CITY COUNCIL MEETING

7/14/2020

BILLS LIST

DISBURSEMENTS TO BE APPROVED THIS MEETING:

DISBURSEMENT TYPE:	SUBMITTED FOR APPROVAL
Purchase Journal:	
Prepaids 6/18/2020-7/8/2020	394,433.05
Accounts Payable 6/18/2020-7/8/2020	442,908.59
Payroll 6/26/2020	206,738.81

TOTAL SUBMITTED FOR APPROVAL THIS MEETING
(Invoices Available for Reviewal) **$ 1,044,080.45**

DISBURSEMENTS PREVIOUSLY APPROVED AND PAID:	APPROVED PREV. MTG	2020 Y.T.D.
NET PAYROLL TOTAL	$ 191,466.26	$ 2,218,532.41
- CORRECTION TO PAYROLL		
PREPAIDS	322,176.58	4,324,813.59
- PREPAID ADJUSTMENTS		
WIRE TRANSFERS FOR DEBT SERVICE	256,178.76	2,546,908.35
- CORRECTION TO D.S.		
ACCOUNTS PAYABLE INVOICING - PREVIOUS MEETING:		
- BILLS LIST SUBMITTED	249,195.84	2,893,487.81
ADD (DELETE) BILLS LIST SUBMITTED		
PAY ESTIMATE(S)		
- CHECKS VOIDED	0.00	0.00
TOTAL CASH DISBURSEMENTS PREVIOUSLY APPROVED	**$ 1,019,017.44**	**$ 11,983,742.16**

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
110746	**6/18/2020**		**117373 ANDERSON, SARA**						
		406.93	UB REF 7036 168TH AVE NW		102218	061720	9601.4651		WATER REVENUE
		406.93							
110747	**6/18/2020**		**117640 ANOKA RAMSEY DENTAL**						
		299.00	COVID AD REIMB PROGRAM		102219	061620	9230.6246		MARKETING & PROMOTI
		299.00							
110748	**6/18/2020**		**117639 BARNETT FAMILY DENTISTRY**						
		299.00	COVID AD REIMB PROGRAM		102221	061620	9230.6246		MARKETING & PROMOTI
		299.00							
110749	**6/18/2020**		**117638 BLESI, BRUCE**						
		75.00	DAMAGED MAILBOX REIMB.		102220	061620	0312.6267		OTHER STREET MAINTEI
		75.00							
110750	**6/18/2020**		**110537 CARRIER CORPORATION**						
		8,810.00	WORK AT CITY HALL		102222	90050845	0194.6382		MACHINERY & EQUIPMEI
		8,810.00							
110751	**6/18/2020**		**110734 CITY OF RAMSEY**						
		200.00	721662		102241	061820	9601.4651		WATER REVENUE
		52.34	721523		102241	061820	9601.4651		WATER REVENUE
		252.34							
110752	**6/18/2020**		**110324 DEAN'S PROFESSIONAL PLUMBING**						
		25.00	CANCELED JOB REF RA044138		102223	061120	9101.4206		PLUMBING PERMIT
		1.00	CANCELED JOB REF RA044138		102223	061120	9101.2081		SURCHARGES-PERMITS
		26.00							
110753	**6/18/2020**		**117635 GORANSON, STEVEN**						
		189.00	WATER EFF GRANT PROG		102224	061420	9601.6436		WATER EFFICIENCY REB
		189.00							
110754	**6/18/2020**		**115574 HEALTHPARTNERS**						
		60,479.00	JULY 2020 HEALTH INS.		102229	97815924	9101.2176		LIFE/HEALTH-EMPLOYEE
		60,479.00							
110755	**6/18/2020**		**117641 KREPS, DAVIS**						
		200.00	WATER EFF GRANT PRO		102225	060820	9601.6436		WATER EFFICIENCY REB
		200.00							
110756	**6/18/2020**		**100265 LINKS AT NORTHFORK**						
		299.00	COVID AD REIMB PROGRAM		102226	061620	9230.6246		MARKETING & PROMOTI
		299.00							
110757	**6/18/2020**		**100268 LRRWMO CITY OF ANOKA**						
		2,375.00	APP FOR PUBLIC WORKS FACILITY		102227	061720	9412.6520	00202007	BUILDINGS & STRUCTUR
		2,375.00							
110758	**6/18/2020**		**117636 LUECK, GREG**						
		200.00	WATER EFF GRANT PROGRAM		102228	061220	9601.6436		WATER EFFICIENCY REB
		200.00							
110759	**6/18/2020**		**107138 M AND G TRAILER SALES**						
		5,182.00	LEASE DEPOSIT-LESS APR RENT		102230	060120	9410.6433	00041007	REFUNDS

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
110759	6/18/2020		107138 M AND G TRAILER SALES						Continued.
		5,182.00							
110760	6/18/2020		111999 MEADOW CREEK BUILDERS INC						
		1,500.00	REF ERO ESC 15228 JUNKITE CIR		102242	061820	9804.6433	00117463	REFUNDS
		1,500.00							
110761	6/18/2020		100391 POSTMASTER						
		1,853.69	JULY/AUG 20 RAM RES POSTAGE		102234	061720	0195.6322		POSTAGE
		1,853.69							
110762	6/18/2020		109821 T H CONSTRUCTION OF ANOKA, INC						
		1,500.00	REF ERO ESC 16331 LITHIUM ST		102235	061820	9804.6433	00117272	REFUNDS
		5,000.00	LAND/DRIVE/WALK 16631 LITHIUM		102236	061820A	9252.1155.1		MANUAL-ACCOUNTS RE(
		2,000.00	LAND/DRIVE/WALK 16631 LITHIUM		102236	061820A	9252.1155.1		MANUAL-ACCOUNTS RE(
		500.00	LAND/DRIVE/WALK 16631 LITHIUM		102236	061820A	9252.1155.1		MANUAL-ACCOUNTS RE(
		9,000.00							
110763	6/18/2020		117642 WONG, DARRIN						
		351.00	WATER EFF GRANT PROGRAM		102238	060720	9601.6436		WATER EFFICIENCY REB
		149.00	WATER EFF GRANT PROG		102239	060720A	9601.6436		WATER EFFICIENCY REB
		500.00							
110764	6/18/2020		117528 ZAKSESKI, JASON						
		193.85	WATER EFF GRANT PROG		102240	060520	9601.6436		WATER EFFICIENCY REB
		193.85							
110797	6/25/2020		117397 ADVANTAGE CONSTRUCTION INC						
		50.00	REF PART PERMIT RA42821		102276	062520	9101.4205		BUILDING PERMIT
		50.00							
110798	6/25/2020		114710 ANOKA HIGH SCHOOL SOFTBALL BOOSTER						
		48.00	REFUND DEPOSIT/RESERV.		102255	061920	9101.4305		RENTAL FEES
		100.00	REFUND DEPOSIT/RESERV.		102255	061920	9804.1160		KEY & DAMAGE DEPOSIT
		148.00							
110799	6/25/2020		111377 ANOKA MUNICIPAL UTILITY						
		44.05	14034 DYSPROSIUM ST		102271	22-610280-00 MAY 2020	9603.6371		ELECTRIC UTILITIES
		40.83	BUNKER LK BLVD/DYSPOSIUM		102272	22-612000-01 MAY 2020	0260.6371		ELECTRIC UTILITIES
		78.80	RAMSEY STREET LIGHTS		102273	22-990005-01 MAY 2020	9603.6371		ELECTRIC UTILITIES
		163.68							
110800	6/25/2020		117656 BROUILLET, PATTY						
		90.00	REFUND 2020 BIZ EXPO		102257	061620	9230.6249		MISCELLANEOUS OPERA
		90.00							
110801	6/25/2020		114612 BRUMMER REALTY						
		179.89	UB REF 5538 153RD COURT NW		102258	062420	9601.4651		WATER REVENUE
		179.89							
110802	6/25/2020		100297 CENTERPOINT ENERGY						
		30.03	6701 HIWAY 10		102259	6011580-5 JUNE 2020	9410.6373	00041012	GAS

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
									Continued.
110802	6/25/2020		100297 CENTERPOINT ENERGY						
		891.78	7550 SUNWOOD DR		102260	6702493-5 JUNE 2020	0194.6373		GAS
		45.95	14515 E TOWN CENTER DR		102261	8782239-1 JUNE 2020	9601.6373		GAS
		967.76							
110803	6/25/2020		100111 COMMERCIAL ASPHALT COMPANY						
		1,088.85	ASPHALT		102274	200615	0311.6265		ASPHALT
		22.23-	ASPHALT		102274	200615	0311.6265		ASPHALT
		1,066.62							
110804	6/25/2020		106583 DELTA DENTAL PLAN OF MINNESOTA						
		3,694.60	JULY 2020 DENTAL INS		102262	RIS0002922671	9101.2170		DENTAL/DISABILITY/LIFE
		3,694.60							
110805	6/25/2020		117661 GLAZE EXCAVATING						
		100.00	REF PERMIT RA44047		102277	062420	9101.4220		SEPTIC SYSTEM PERMIT
		1.00	REF PERMIT RA44047		102277	062420	9101.2081		SURCHARGES-PERMITS
		101.00							
110806	6/25/2020		117658 HAMMER CUSTOM HOMES INC						
		1,500.00	REF AS BUILT ESC 9155 169TH		102264	062520	9252.1155.1		MANUAL-ACCOUNTS RE(
		1,500.00							
110807	6/25/2020		100351 NCPERS GROUP LIFE INS						
		416.00	JULY 2020 LIFE INS		102265	704800072020	9101.2170		DENTAL/DISABILITY/LIFE
		416.00							
110808	6/25/2020		109821 T H CONSTRUCTION OF ANOKA, INC						
		1,500.00	REF ERO ESC 16306 LITHIUM		102267	062520	9804.6433	00117231	REFUNDS
		5,000.00	LANDSCAPE 16306 LITHIUM ST		102268	062520A	9252.1155.1		MANUAL-ACCOUNTS RE(
		2,000.00	DRIVEWAY 16306 LITHIUM ST		102268	062520A	9252.1155.1		MANUAL-ACCOUNTS RE(
		1,500.00	AS BUILT 16306 LITHIUM ST		102268	062520A	9252.1155.1		MANUAL-ACCOUNTS RE(
		1,500.00	MISC ESC 16306 LITHIUM ST		102268	062520A	9252.1155.1		MANUAL-ACCOUNTS RE(
		1,500.00	REF ERO ESC 16345 LITHIUM ST		102269	062520B	9804.6433	00117276	REFUNDS
		7,000.00	LAND/DRIVE ESC 16345 LITHIUM		102270	062520C	9252.1155.1		MANUAL-ACCOUNTS RE(
		20,000.00							
110809	6/25/2020		117654 TAYLOR, CINDY						
		50.00	REF 2020 BIZ EXPO		102266	061620	9230.6249		MISCELLANEOUS OPER/
		50.00							
110810	7/2/2020		117678 AHMED, ADAM						
		99.36	UB REFUND 5631 148TH LN		102379	070220	9601.4651		WATER REVENUE
		99.36							
110811	7/2/2020		115203 ALL AMERICAN TITLE CO INC						
		130.97	UB REFUND 5646 154TH CV NW		102380	070220	9601.4651		WATER REVENUE
		130.97							
110812	7/2/2020		113045 ANCONA TITLE AND ESCROW						
		394.64	UB REFUND 5410 149TH LN		102381	070220	9601.4651		WATER REVENUE
		394.64							
110813	7/2/2020		117679 ANDERSON, JOZLYN						

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
110813	7/2/2020		117679 ANDERSON, JOZLYN						Continued.
		395.07	UB REFUND 5600 148TH LN		102382	070220	9601.4651		WATER REVENUE
		395.07							
110814	7/2/2020		115243 ARDEN TITLE LLC						
		133.22	UB REFUND 5338 140TH AVE NW		102384	070220	9601.4651		WATER REVENUE
		133.22							
110815	7/2/2020		117680 BAKER, NICOLE						
		266.31	UB REFUND 13911 JASPAR ST		102385	070220	9601.4651		WATER REVENUE
		266.31							
110816	7/2/2020		113607 BANKERS TITLE LLC						
		26.17	UB REFUND 9043 COLLINS DR NW		102386	070220	9601.4651		WATER REVENUE
		26.17							
110817	7/2/2020		117668 BARTEN, NATHAN						
		217.36	WATER EFF GRANT PROGRAM		102387	061920	9601.6436		WATER EFFICIENCY REB
		217.36							
110818	7/2/2020		117681 BJORGO, DERICK						
		6.60	UB REFUND 14829 OLIVINE ST		102389	070220	9601.4651		WATER REVENUE
		6.60							
110819	7/2/2020		100297 CENTERPOINT ENERGY						
		102.52	5650 ALPINE DR NW		102393	5961540-1 MAY 2020	0220.6373		GAS
		54.61	15050 ARMSTRONG BLVD		102394	5914352-9 MAY 2020	0220.6373		GAS
		73.24	PW MISC ACCOUNTS		102395	8000014064-2 MAY 20	0311.6373		GAS
		112.74	PW MISC ACCOUNTS		102395	8000014064-2 MAY 20	0452.6373		GAS
		24.41	PW MISC ACCOUNTS		102395	8000014064-2 MAY 20	9601.6373		GAS
		24.41	PW MISC ACCOUNTS		102395	8000014064-2 MAY 20	9602.6373		GAS
		24.42	PW MISC ACCOUNTS		102395	8000014064-2 MAY 20	9605.6373		GAS
		416.35							
110820	7/2/2020		117649 CERTAPRO PAINTERS TWIN CITIES EAST						
		4,200.00	EXT WORK AT 6701 HWY 10		102392	3018	9410.6315	00041012	MISCELLANEOUS PROFE
		4,200.00							
110821	7/2/2020		100112 COMMISSIONER OF TRANSPORTATION						
		360.00	PERMIT 2519/16114/16115		102443	132164	9230.6249		MISCELLANEOUS OPERA
		360.00							
110822	7/2/2020		100116 CONNEXUS ENERGY						
		637.58	16300 ST FRANCIS BLVD		102397	444931-267449 MAY 2020	0452.6371		ELECTRIC UTILITIES
		967.95	TRAFFIC LIGHTS		102398	759126-303100 MAY 2020	0260.6371		ELECTRIC UTILITIES
		9,889.27	STREET LIGHTS		102399	759126-303101 MAY 2020	9603.6371		ELECTRIC UTILITIES

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
110822	7/2/2020		100116 CONNEXUS ENERGY						Continued.
		572.42	PW MISC ACCOUNTS		102400	759126-303106 MAY 20	0311.6371		ELECTRIC UTILITIES
		2,108.86	PW MISC ACCOUNTS		102400	759126-303106 MAY 20	0452.6371		ELECTRIC UTILITIES
		190.81	PW MISC ACCOUNTS		102400	759126-303106 MAY 20	9601.6371		ELECTRIC UTILITIES
		190.81	PW MISC ACCOUNTS		102400	759126-303106 MAY 20	9602.6371		ELECTRIC UTILITIES
		190.79	PW MISC ACCOUNTS		102400	759126-303106 MAY 20	9605.6371		ELECTRIC UTILITIES
		17,781.62	WTR TWR/LIFT STAT/WELLS		102401	759126-303102 MAY 2020	9601.6371		ELECTRIC UTILITIES
		956.52	WTR TWR/LIFT STAT/WELLS		102401	759126-303102 MAY 2020	9602.6371		ELECTRIC UTILITIES
		1,169.01	MISC CITY ACCTS		102402	759126-303107 MAY 2020	0220.6371		ELECTRIC UTILITIES
		11,217.24	MISC CITY ACCTS		102402	759126-303107 MAY 2020	0194.6371		ELECTRIC UTILITIES
		264.47	MISC CITY ACCTS		102402	759126-303107 MAY 2020	0194.6371		ELECTRIC UTILITIES
		72.73	MISC CITY ACCTS		102402	759126-303107 MAY 2020	9230.6249		MISCELLANEOUS OPERA
		3,036.67	MISC CITY ACCTS		102402	759126-303107 MAY 2020	9240.6371		ELECTRIC UTILITIES
		30.97	MISC CITY ACCTS		102402	759126-303107 MAY 2020	9410.6371	00041018	ELECTRIC UTILITIES
		713.28	MISC CITY ACCTS		102402	759126-303107 MAY 2020	9410.6371	00041012	ELECTRIC UTILITIES
		49,991.00							
110823	7/2/2020		117682 DELANO TITLE						
		232.71	UB REFUND 7235 E RAMSEY PKWY		102403	070220	9601.4651		WATER REVENUE
		232.71							
110824	7/2/2020		114981 DISTINCTIVE LIVING RENTALS						
		40.58	UB REFUND 14795 OLIVINE ST NW		102404	070220	9601.4651		WATER REVENUE
		40.58							
110825	7/2/2020		115677 EDGEWATER TITLE GROUP						
		240.92	UB REFUND 14326 WACO ST NW		102406	070220	9601.4651		WATER REVENUE
		240.92							
110826	7/2/2020		100169 EMERGENCY APPARATUS MAINTENANCE INC						
		397.61	WORK ON 500		102407	112441	0220.6388		OTHER VEHICLE REPAIR
		397.61							
110827	7/2/2020		117683 FOHT, ROBERT						
		274.75	UB REFUND 14794 KRYPTON CT		102408	070220	9601.4651		WATER REVENUE
		274.75							
110828	7/2/2020		112588 GIBRALTAR TITLE AGENCY LLC						
		5,000.00	REF LAND ESC 6010 168TH LN NW		102409	070220	9252.1155.1		MANUAL-ACCOUNTS RE
		5,000.00							
110829	7/2/2020		117676 GLENN, IAN						

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
110829	7/2/2020		117676 GLENN, IAN						Continued.
		189.99	WATER EFF GRANT PROGRAM		102410	061720	9601.6436		WATER EFFICIENCY REB
		189.99							
110830	7/2/2020		117053 HEADWATER HOMES LLC						
		1,500.00	REF ERO ESC 6995 168TH LN NW		102411	070220	9804.6433	00117462	REFUNDS
		1,500.00							
110831	7/2/2020		117684 KOEP, DEBRA OR ALLEN						
		399.96	UB REF 15405 GERMANIUM ST		102412	070220	9601.4651		WATER REVENUE
		399.96							
110832	7/2/2020		113464 LAND TITLE TRUST						
		35.18	UB REF 7258 147TH LN NW		102413	070220	9601.4651		WATER REVENUE
		35.18							
110833	7/2/2020		113464 LAND TITLE TRUST						
		130.97	UB REF 14611 OLIVINE WAY		102414	070220A	9601.4651		WATER REVENUE
		130.97							
110834	7/2/2020		117259 LEGACY TITLE						
		189.55	UB REFUND 14931 XKIMO		102415	070220	9601.4651		WATER REVENUE
		189.55							
110835	7/2/2020		117685 LEGACY TITLE						
		239.43	UB REF 14230 XENON ST # 4		102416	070220	9601.4651		WATER REVENUE
		239.43							
110836	7/2/2020		116450 LENDSERV						
		390.92	UB REF 5545 144TH AVE		102418	070220	9601.4651		WATER REVENUE
		390.92							
110837	7/2/2020		117686 LENDSERV						
		149.83	UB REF 5200 149TH LN NW		102417	070220	9601.4651		WATER REVENUE
		149.83							
110838	7/2/2020		117687 LEVKOVICH. MILA OR VITALY						
		388.67	UB REF 5715 152ND WAY NW		102419	070220	9601.4651		WATER REVENUE
		388.67							
110839	7/2/2020		117588 MEDART- CPD						
		30.14	SEMI CHISEL LOOP		102420	20-343845	0311.6249		MISCELLANEOUS OPERA
		.21-	SEMI CHISEL LOOP		102420	20-343845	0311.6249		MISCELLANEOUS OPERA
		29.93							
110840	7/2/2020		117671 MILROY, KENDRA						
		155.00	REFUND DAMAGE/KEY DEP		102421	063020	9804.1160		KEY & DAMAGE DEPOSIT
		155.00							
110841	7/2/2020		116025 MINNESOTA TITLE						
		117.82	UB REF 7337 146TH CROSSING		102422	070220	9601.4651		WATER REVENUE
		117.82							
110842	7/2/2020		100076 MN BCA TRAINING						
		375.00	# 20734 A. PIPENHAGEN		102388	20734	0211.6335		TRAINING
		375.00							

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
110842	7/2/2020		100076 MN BCA TRAINING						Continued.
110843	7/2/2020		100338 MORNING SUN HOMES						
		5,000.00	REF LAND ESC 7722 147TH TER		102423	070220	9252.1155.1		MANUAL-ACCOUNTS RE(
		1,500.00	REF ERO ESC 7722 147TH TER NW		102424	070220A	9804.6433	00117187	REFUNDS
		6,500.00							
110844	7/2/2020		100360 NORTH STAR TOWING INC						
		773.00	MAY 2020 TOWS		102425	060120	0211.6389		TOWING SERVICES
		773.00							
110845	7/2/2020		116065 PARTNERS TITLE						
		189.68	UB REF 6230 141ST LN NW		102429	070220	9601.4651		WATER REVENUE
		189.68							
110846	7/2/2020		112183 PSD, LLC						
		2,597.64	REF STORM WTR 14816 ARMSTRONG		102427	070220	9601.4651		WATER REVENUE
		666.71	REF STR WTR 14750 FERRET ST		102428	070220A	9601.4651		WATER REVENUE
		3,264.35							
110847	7/2/2020		117669 RASKE, RYAN						
		200.00	WATER EFF GRANT PROGRAM		102430	061720	9601.6436		WATER EFFICIENCY REB
		200.00							
110848	7/2/2020		117038 RESULTS TITLE						
		70.36	UB REF 7317 147TH TER NW		102431	070220	9601.4651		WATER REVENUE
		70.36							
110849	7/2/2020		117038 RESULTS TITLE						
		269.99	UB REF 5407 145TH LN NW		102433	070220A	9601.4651		WATER REVENUE
		269.99							
110850	7/2/2020		117688 RESULTS TITLE						
		262.95	UB REF 15223 GERMANIUM CIR		102432	070220	9601.4651		WATER REVENUE
		262.95							
110851	7/2/2020		117689 STORBAKKEN, ADAM OR KACEY						
		180.32	UB REF 15181 BARIUM ST		102435	070220	9601.4651		WATER REVENUE
		180.32							
110852	7/2/2020		114172 TITLE GROUP INC						
		276.77	UB REF 7514 159TH AVE NW		102436	070220	9601.4651		WATER REVENUE
		276.77							
110853	7/2/2020		115045 TITLE NEXUS LLC						
		269.43	UB REF 7722 147TH TERRACE		102438	070220	9601.4651		WATER REVENUE
		269.43							
110854	7/2/2020		114606 TITLESMART INC						
		262.92	UB REF 15364 RADIUM ST NW		102437	070220	9601.4651		WATER REVENUE
		262.92							
110855	7/2/2020		116311 TRADEMARK TITLE SERVICES INC						
		100.33	UB REF 7266 147TH LN NW		102434	070220	9601.4651		WATER REVENUE
		100.33							

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
110856	7/2/2020		117469 WATERMARK TITLE AGENCY						Continued.
		24.75	UB REF 15313 RHINESTONE ST		102439	070220	9601.4651		WATER REVENUE
		24.75							
110857	7/2/2020		117155 WEST TITLE LLC						
		251.14	UB REF 14630 PERIDOT ST NW		102440	070220	9601.4651		WATER REVENUE
		251.14							
110858	7/2/2020		113539 WINSUPPLY TWIN CITIES MN CO.						
		10.32	PRO FILL VALVE		102441	130276 01	9601.6249		MISCELLANEOUS OPERA
		.21-	PRO FILL VALVE		102441	130276 01	9601.6249		MISCELLANEOUS OPERA
		10.11							
110859	7/2/2020		117677 ZOEGAR, LINCOLN						
		198.00	WATER EFF GRANT PROGRAM		102442	062520	9601.6436		WATER EFFICIENCY REB
		198.00							
1001378	6/19/2020		112663 CAPSTONE HOMES INC						
		1,500.00	REF ERO ESC 14972 TIGER ST NW		102243	061820A	9804.6433	00117123	REFUNDS
		1,500.00	REF ERO ESC 14946 TIGER ST NW		102244	061820B	9804.6433	00117122	REFUNDS
		3,000.00							
1001379	6/19/2020		100283 MENARDS COON RAPIDS						
		35.89	MISC SUPPLIES		102231	25921	0220.6249		MISCELLANEOUS OPERA
		19.99	HOSE		102232	25916	0220.6249		MISCELLANEOUS OPERA
		55.88							
1001380	6/19/2020		100291 MET COUNCIL SAC						
		37,275.00	MAY 2020 SAC CHARGES		102233	061120	9602.2083		SAC CHARGES
		372.75-	MAY 2020 SAC CHARGES		102233	061120	9602.4356		SEWER AVAILABILITY CH
		36,902.25							
1001381	6/19/2020		100510 VERIZON WIRELESS						
		75.34	MAY/JUNE 2020 SERVICE		102237	9856281643	0130.6323		CELLULAR PHONES
		70.18	MAY/JUNE 2020 SERVICE		102237	9856281643	0192.6321		TELEPHONE
		164.78	MAY/JUNE 2020 SERVICE		102237	9856281643	0191.6323		CELLULAR PHONES
		117.98	MAY/JUNE 2020 SERVICE		102237	9856281643	0194.6323		CELLULAR PHONES
		547.67	MAY/JUNE 2020 SERVICE		102237	9856281643	0220.6323		CELLULAR PHONES
		112.69	MAY/JUNE 2020 SERVICE		102237	9856281643	0240.6323		CELLULAR PHONES
		257.60	MAY/JUNE 2020 SERVICE		102237	9856281643	0301.6323		CELLULAR PHONES
		246.23	MAY/JUNE 2020 SERVICE		102237	9856281643	0311.6323		CELLULAR PHONES
		260.84	MAY/JUNE 2020 SERVICE		102237	9856281643	0452.6323		CELLULAR PHONES
		328.53	MAY/JUNE 2020 SERVICE		102237	9856281643	9601.6323		CELLULAR PHONES
		2,181.84							
1001430	6/26/2020		116114 AVESIS THIRD PARTY ADMINISTRATORS						
		173.94	JULY 2020 VISION INS		102256	2518342	9101.2170		DENTAL/DISABILITY/LIFE
		173.94							
1001431	6/26/2020		101185 DO ALL PRINTING COM INC						
		72.00	OPEN PANELS		102263	47606	0892.6282		EMERGENCY SUPPLIES
		72.00							
1001432	6/26/2020		100354 NEWMAN SIGNS INC						
		220.22	SIGN MATERIAL		102275	TRFINV020683	0260.6249		MISCELLANEOUS OPERA
		220.22							

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
1001432	6/26/2020		100354 NEWMAN SIGNS INC						Continued.
1001433	6/30/2020		100257 LAW ENFORCEMENT LABOR SRV INC						
		806.00			102117	0611201021532	9101.2177		UNION DUES
		806.00			102284	0625201009032	9101.2177		UNION DUES
		1,612.00							
1001434	6/30/2020		100298 MN AFSCME COUNCIL 5						
		540.75			102118	0611201021533	9101.2177		UNION DUES
		540.54			102285	0625201009033	9101.2177		UNION DUES
		1,081.29							
1001435	7/3/2020		100043 ANOKA COUNTY PROPERTY RECORDS TAXATION						
		46.00	MAY 2020 TRANSACATIONS		102383	20-27577/20-276 02	9804.6315	00117386	MISCELLANEOUS PROFE
		46.00	MAY 2020 TRANSACATIONS		102383	20-27577/20-276 02	9804.6315	00117423	MISCELLANEOUS PROFE
		92.00							
1001436	7/3/2020		112663 CAPSTONE HOMES INC						
		153.85	UB REFUND 15030 TIGER ST NW		102390	070220	9601.4651		WATER REVENUE
		153.85							
1001437	7/3/2020		100158 ECM PUBLISHERS INC						
		112.88	RIVERSTONE PH		102405	777914	9804.6315	00117323	MISCELLANEOUS PROFE
		112.88							
1001438	7/3/2020		107978 PREMIER COMMERCIAL PROPERTIES INC						
		200.00	MAY 20 HIWAY 10 MANAGE.		102426	7010	9410.6315	00041012	MISCELLANEOUS PROFE
		200.00	MAY 20 HIWAY 10 MANAGE.		102426	7010	9410.6315	00041001	MISCELLANEOUS PROFE
		200.00	MAY 20 HIWAY 10 MANAGE.		102426	7010	9410.6315	00041014	MISCELLANEOUS PROFE
		600.00							
90562286	6/26/2020		100398 PUBLIC EMPLOYEES RETIREMENT ASSN						
		82.73			102249	0623201137101	9101.2174		PERA-EMPLOYEE
		82.73			102250	0623201137102	9101.2183		PERA-EMPLOYER
		22,657.77			102286	0625201009034	9101.2174		PERA-EMPLOYEE
		30,378.49			102287	0625201009035	9101.2183		PERA-EMPLOYER
		53,201.72							
92204654	6/26/2020		101306 IRS						
		461.95			102246	0622201110192	9101.2171		FEDERAL WITHHOLDING
		1,780.75			102247	0622201110193	9101.2173		FICA & MEDICARE-EMPL(
		1,780.75			102248	0622201110194	9101.2182		FICA & MEDICARE-EMPL(
		355.41			102252	0623201137104	9101.2171		FEDERAL WITHHOLDING
		281.93			102253	0623201137105	9101.2173		FICA & MEDICARE-EMPL(
		281.93			102254	0623201137106	9101.2182		FICA & MEDICARE-EMPL(
		25,361.17			102289	0625201009037	9101.2171		FEDERAL WITHHOLDING
		14,612.46			102290	0625201009038	9101.2173		FICA & MEDICARE-EMPL(
		14,568.90			102291	0625201009039	9101.2182		FICA & MEDICARE-EMPL(
		59,485.25							
98062620	6/26/2020		115568 ALERUS FINANCIAL NA						
		3,739.67			102283	06252010090314	9101.2176		LIFE/HEALTH-EMPLOYEE
		3,739.67							

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
99033973	6/26/2020		114790 GREAT WEST LIFE AND ANNUITY INS CO						Continued.
		9,292.01			102281	06252010090312	9101.2175		DEFERRED COMPENSAT
		9,292.01							
99039261	6/26/2020		114790 GREAT WEST LIFE AND ANNUITY INS CO						
		3,309.49			102282	06252010090313	9101.2176		LIFE/HEALTH-EMPLOYEE
		3,309.49							
99062620	6/26/2020		107962 TOTAL ADMINISTRATIVE SERVICE CORP						
		1,778.51			102279	06252010090310	9101.2176		LIFE/HEALTH-EMPLOYEE
		1,778.51							
99357992	6/26/2020		100223 ICMA RETIREMENT TRUST 457						
		1,918.41			102278	0625201009031	9101.2175		DEFERRED COMPENSAT
		1,918.41							
99638048	6/26/2020		100601 MN DEPT OF REV WH						
		332.18			102245	0622201110191	9101.2172		STATE WITHHOLDING
		50.00			102251	0623201137103	9101.2172		STATE WITHHOLDING
		11,609.00			102288	0625201009036	9101.2172		STATE WITHHOLDING
		11,991.18							
99724620	6/26/2020		114486 SUN LIFE ASSURANCE COMPANY OF CANADA						
		875.30			102113	06112010215311	9101.2176		LIFE/HEALTH-EMPLOYEE
		876.20			102280	06252010090311	9101.2176		LIFE/HEALTH-EMPLOYEE
		919.83	LTD Premiums		102280	06252010090311	9101.2170		DENTAL/DISABILITY/LIFE
		2,671.33							
		394,433.05	Grand Total						

Payment Instrument Totals

Checks	200,787.33
EFT Payments	147,387.57
A/P ACH Payment	46,258.15
Total Payments	394,433.05

CITY OF RAMSEY
Create Payment Control Groups

Payment Group Control Number	3061		
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
117651	ACCESS MECHANICAL INC	ENERGY RECOVER UNIT 2 REPAIR	PV	102292	001	09101	6/17/2020	061720-1020	330.00
	ACCESS MECHANICAL INC P O BOX 5 CIRCLE PINES MN 55014			Summary Total					330.00
				Payment Amount					330.00
100012	ACE SOLID WASTE INC	JULY 20 CITY RECYCLE CONTRACT	PV	102444	001	09604	7/1/2020	6038400	26,502.80
	ACE SOLID WASTE INC			Summary Total					26,502.80
	PO BOX 679859	PW MISC ACCOUNTS	PV	102487	001	09101	7/1/2020	6038409	210.74
	DALLAS TX 75267-9859	PW MISC ACCOUNTS	PV	102487	002	09101	7/1/2020	6038409	70.25
		PW MISC ACCOUNTS	PV	102487	003	09101	7/1/2020	6038409	70.25
		PW MISC ACCOUNTS	PV	102487	004	09101	7/1/2020	6038409	70.24
		PW MISC ACCOUNTS	PV	102487	005	09101	7/1/2020	6038409	311.09
		PW MISC ACCOUNTS	PV	102487	006	09101	7/1/2020	6038409	400.55
		PW MISC ACCOUNTS	PV	102487	007	09101	7/1/2020	6038409	231.69
				Summary Total					1,364.81
				Payment Amount					27,867.61
100033	ANOKA COUNTY ATTORNEY	FORFEITURE DISB 20-040094	PV	102344	001	09290	6/24/2020	062420	163.00
	ANOKA COUNTY ATTORNEY 2100 - 3RD AVENUE NORTH ANOKA MN 55303			Summary Total					163.00
				Payment Amount					163.00
100058	ANOKA RAMSEY FARM AND GARDEN	STRAW	PV	102345	001	09101	6/29/2020	062920	49.99
	ANOKA RAMSEY FARM AND GARDEN 7435 HIGHWAY 10 RAMSEY MN 55303			Summary Total					49.99
				Payment Amount					49.99
100063	ASPEN MILLS	RETURN- 2 LEATHER BELTS PD	PD	102446	001	09101	6/24/2020	CM4070	79.70-
	ASPEN MILLS			Summary Total					79.70-
	8201 C CENTRAL AVE NE	BOOTS, L. LOHSE	PV	102447	001	09101	6/22/2020	258209	129.95
	SPRING LAKE PARK MN 55432			Summary Total					129.95
		BODY ARMOR C. HASSEL	PV	102448	001	09290	6/25/2020	258385	1,177.95

Payment Group Control Number	3061		
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
				Summary Total					1,177.95
		J. BONINE BODY ARMOR	PV	102449	001	09290	6/25/2020	258386	1,237.95
				Summary Total					1,237.95
				Payment Amount					2,466.15
100070	B AND B HOFFMAN SOD FARMS INC	4 ROLLS OF SOD	PV	102295	001	09101	6/22/2020	61266	11.08
	B AND B HOFFMAN SOD FARMS INC 22390 GRANT STREET NW ELK RIVER MN 55330			Summary Total					11.08
				Payment Amount					11.08
100619	BRAUN INTERTEC CORPORATION	GPR PAVEMENT EVAL THRU 6/2020	PV	102347	001	09435	6/23/2020	B215682	21,930.00
	BRAUN INTERTEC CORPORATION NW 7644 PO BOX 1450 MINNEAPOLIS MN 55485-7644			Summary Total					21,930.00
				Payment Amount					21,930.00
116439	CANTEEN VENDING	COFFEE	PV	102299	001	09101	6/2/2020	MSP14115	182.66
	CANTEEN VENDING P O BOX 91337 CHICAGO IL 60693-1337			Summary Total					182.66
				Payment Amount					182.66
100167	CORNERSTONE FORD	WORK ON 559	PV	102451	001	09101	6/19/2020	16297764/1	114.90
	CORNERSTONE FORD 17219 HIGHWAY 10 NW PO BOX 304 ELK RIVER MN 55330			Summary Total					114.90
		SOCKET ASY.	PV	102452	001	09101	6/26/2020	15301623	280.61
				Summary Total					280.61
				Payment Amount					395.51
115887	DVS RENEWAL	RENEW TABS 376 UNMARKED	PV	102351	001	09101	6/25/2020	062520	18.25
	DVS RENEWAL PO BOX 64587 ST PAUL MN 55164-0587			Summary Total					18.25
				Payment Amount					18.25

CITY OF RAMSEY
Create Payment Control Groups

Payment Group Control Number	3061		
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
		RENEW 359 UNMARKED SQUAD	PV	102352	001	09101	6/24/2020	062420	18.25
				Summary Total					18.25
				Payment Amount					18.25
115192	EAST SIDE OIL COMPANIES	RECYCLE FILTERS/USED OIL	PV	102353	001	09101	6/25/2020	R87456	43.00
	EAST SIDE OIL COMPANIES 621 LINCOLN AVENUE SE ST CLOUD MN 56304			Summary Total					43.00
				Payment Amount					43.00
104267	ELITE SANITATION	PARKS-PORTABLE TOILETS	PV	102305	001	09101	6/12/2020	26682	576.00
	ELITE SANITATION PO BOX 526 ELK RIVER MN 55330			Summary Total					576.00
				Payment Amount					576.00
100143	FERGUSON WATERWORKS # 2516	MISC METER SUPPLIES	PV	102308	001	09601	6/9/2020	0456287	274.58
	FERGUSON WATERWORKS 2516 P O BOX 802817 CHICAGO IL 60680-2817			Summary Total					274.58
		MISC WATER METER	PV	102309	001	09601	6/2/2020	0455726	684.20
				Summary Total					684.20
				Payment Amount					958.78
110760	FIRE SAFETY USA, INC	BATTERY PACK	PV	102464	001	09101	6/24/2020	136069	92.50
	FIRE SAFETY USA, INC 3253 19TH STREET NW ROCHESTER MN 55901			Summary Total					92.50
				Payment Amount					92.50
112564	GROUP HEALTH INC WORKSITE	EAP JUNE 2020	PV	102493	001	09101	6/29/2020	W817462	92.00
	GROUP HEALTH INC WORKSITE MAIL STOP # 21109A P O BOX 1309			Summary Total					92.00

Payment Group Control Number	3061		
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	Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount
	MINNEAPOLIS MN 55440-1309								
				Payment Amount					92.00
112160	HOLIDAY COMPANIES	JUNE 2020 PD WASHES	PV	102466	001	09101	7/1/2020	046801072000	157.25
	HOLIDAY COMPANIES			Summary Total					157.25
	4567 AMERICAN BLVD W								
	BLOOMINGTON MN 55437								
				Payment Amount					157.25
110569	INDY LIFT, INC.	ANNUAL INSPECT/BATTERY	PV	102361	001	09101	6/18/2020	S43319	906.63
	INDY LIFT, INC.			Summary Total					906.63
	5655 QUAM AVENUE NE								
	ST MICHAEL MN 55376-9025								
				Payment Amount					906.63
100256	LANO EQUIPMENT INC	RENTAL BOBCAT/WACKER	PV	102312	001	09605	6/11/2020	02-758166	860.00
	LANO EQUIPMENT INC			Summary Total					860.00
	6140 HIGHWAY 10 NW	RENTAL- CREDIT MEMO	PD	102313	001	09605	6/12/2020	02-758563	430.00-
	ANOKA MN 55303			Summary Total					430.00-
		FILTERS/VENT HEATER/CAB	PV	102314	001	09101	6/17/2020	02-759791	96.20
		FILTERS/VENT HEATER/CAB	PV	102314	002	09101	6/17/2020	02-759791	96.21
				Summary Total					192.41
		CAB AIR FILTER	PV	102315	001	09101	6/19/2020	02-760547	37.89
				Summary Total					37.89
		RENTAL EXCAVATOR	PV	102362	001	09605	6/25/2020	02-761979	375.00
				Summary Total					375.00
		MOWER BLADES/OIL	PV	102468	001	09101	6/25/2020	02-762150	305.10
				Summary Total					305.10
		V BELT	PV	102469	001	09101	7/1/2020	02-763479	28.05
				Summary Total					28.05
				Payment Amount					1,368.45
100259	LEAGUE OF MN CITIES INS TRUST	R. PULLAR	PV	102316	001	09702	6/8/2020	15960	143.04
	LEAGUE OF MN CITIES INS TRUST			Summary Total					143.04

Payment Group Control Number	3061		
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
	C/O BERKLEY RISK SERVICES INC P O BOX 581517 MINNEAPOLIS MN 55458-1517								
				Payment Amount					143.04
105991	M K GRAPHICS	AP CHECKS (1500)	PV	102317	001	09101	6/15/2020	6721	235.77
	M K GRAPHICS 8224 FLORIDA COURT BROOKLYN PARK MN 55445			Summary Total					235.77
				Payment Amount					235.77
117670	MCCOY, ARTHUR RAY	ARBIRATOR SERVICES	PV	102445	001	09101	5/28/2020	052820	600.00
	ARTHUR RAY MCCOY 1798 HEWITT AVENUE ST PAUL MN 55104-1129			Summary Total					600.00
				Payment Amount					600.00
108208	METRO PRODUCTS INC	MISC SUPPLIES	PV	102319	001	09101	6/18/2020	152442	275.84
	METRO PRODUCTS INC			Summary Total					275.84
	7401 CENTRAL AVENUE NE FRIDLEY MN 55432	MISC PARTS	PV	102475	001	09101	6/25/2020	152593	55.60
		MISC PARTS	PV	102475	002	09101	6/25/2020	152593	94.24
				Summary Total					149.84
		SCREWS/NUTS	PV	102495	001	09101	6/30/2020	152719	67.29
				Summary Total					67.29
				Payment Amount					492.97
100293	MIDC ENTERPRISES	SEWAGE PUMP	PV	102367	001	09101	6/23/2020	I0045537	516.00
	MIDC ENTERPRISES			Summary Total					516.00
	1450 WEST COUNTY ROAD C	WATERPROOF WIRE SPLICE	PV	102368	001	09101	6/23/2020	I0045538	1,805.99
	ROSEVILLE MN 55113			Summary Total					1,805.99
				Payment Amount					2,321.99
117650	MINNESOTA LAWN CARE	LABOR/ORGANIC DISPOSAL	PV	102320	001	09101	6/8/2020	2006034	1,496.00
	MINNESOTA LAWN CARE 9201 WYOMING AVENUE N SUITE 260 BROOKLYN PARK MN 55445			Summary Total					1,496.00

CITY OF RAMSEY
Create Payment Control Groups

Payment Group Control Number	3061		
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
						Payment Amount			1,496.00
100330	MN FIRE SRV CERTIFICATION BRD	INSPECT II FIRE CERT (3)	PV	102476	001	09101	6/25/2020	7726	390.00
	MN FIRE SRV CERTIFICATION BRD 2704 COUNTY ROAD 10 NE MOUNDS VIEW MN 55112					Summary Total			390.00
						Payment Amount			390.00
100345	NAPA AUTO PARTS ELK RIVER	BATTERY 559	PV	102369	001	09101	6/14/2020	066435	136.99
	NAPA AUTO PARTS ELK RIVER					Summary Total			136.99
	17137 YALE STREET NW	BATTERY 569	PV	102370	001	09101	6/17/2020	067004	136.99
	P O BOX 1041 ELK RIVER MN 55330					Summary Total			136.99
						Payment Amount			273.98
114244	NAVAL SURFACE WARFARE CENTER CRANE DIV	2020/2021 N00164LE0779-20	PV	102477	001	09101	6/29/2020	062920	300.00
	NAVAL SURFACE WARFARE CENTER CRANE DIV COMMANDING OFFICER 300 HWY 361 BUILDING 2044 ELECTRO OPTIC ATTEN: D. OWENS CRANE IN 47522					Summary Total			300.00
						Payment Amount			300.00
111368	POLLARDWATER	WATER METER SUPPLIES	PV	102371	001	09601	6/17/2020	0169094	148.09
	POLLARDWATER P O BOX 417592 BOSTON MA 02241-7592					Summary Total			148.09
						Payment Amount			148.09
114163	RCM SPECIALTIES INC	EMULSION	PV	102330	001	09101	6/15/2020	7544	4,575.64
	RCM SPECIALTIES INC 12090 MARGO AVENUE SOUTH SUITE B HASTINGS MN 55033					Summary Total			4,575.64
						Payment Amount			4,575.64

R04570

CITY OF RAMSEY
Create Payment Control Groups

Payment Group Control Number	3061		
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
100440	SHORT ELLIOT HENDRICKSON INC	RAM CENT WTP	PV	102501	001	09601	7/6/2020	388557	15,745.40
	SHORT ELLIOT HENDRICKSON INC P O BOX 64780 ST PAUL MN 55164-0780						Summary Total		15,745.40
							Payment Amount		15,745.40
113273	STATE OF MINNESOTA	FORFEITURE DISBURS.20-040094	PV	102374	001	09290	6/24/2020	062420	81.00
	STATE OF MINNESOTA DEPARTMENT OF FINANCE TREASURY DIVISION- SEIZED PROPERTY P O BOX 64577 ST PAUL MN 55164-0577						Summary Total		81.00
							Payment Amount		81.00
117458	THE HOME DEPOT	REMOVE/DISPOSE/REPLACE TILES	PV	102376	001	09101	6/25/2020	INV-000076022	2,142.00
	THE HOME DEPOT 2455 PACES FERRY ROAD ATLANTA GA 30339						Summary Total		2,142.00
							Payment Amount		2,142.00
117383	TOTAL TOOL SUPPLY INC	SAWZALL/HAMMERDRILL/ MISC	PV	102484	001	09101	6/11/2020	01409297	1,474.00
	TOTAL TOOL SUPPLY INC 315 NORTH PIERCE STREET P O BOX 4069 ST PAUL MN 55104						Summary Total		1,474.00
							Payment Amount		1,474.00
100495	TWIN CITIES FLAG SOURCE	FLAGS	PV	102337	001	09101	6/15/2020	34014	345.00
	TWIN CITIES FLAG SOURCE 3240 - 199TH AVENUE NW ANOKA MN 55303						Summary Total		345.00
							Payment Amount		345.00
							Total Amount to be Processed		88,391.99

Payment Group Control Number	3061		
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	Document Itm	Document Co	Due Date	Invoice Number	Payment Amount

Total Number of Payments to be Processed 35

CITY OF RAMSEY
Create Payment Control Groups

Payment Group Control Number	3062		
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
111385	ACHIEVE SERVICES INC	SHREDDING	PV	102450	001	09101	6/26/2020	24607	116.50
	ACHIEVE SERVICES INC 1201 89TH AVENUE NE BLAINE MN 55434				Summary Total				116.50
					Payment Amount				116.50
100026	ANDERSON IRRIGATION	CENTRAL PARK IRRIG REPAIR	PV	102342	001	09101	6/19/2020	07-9252	618.46
	ANDERSON IRRIGATION	CENTRAL PARK IRRIG REPAIR	PV	102342	002	09101	6/19/2020	07-9252	682.50
	3200 MAIN STREET NE SUITE 240				Summary Total				1,300.96
	MINNEAPOLIS MN 55448	BROAD LEAF APP 6 LOCATIONS	PV	102343	001	09101	6/25/2020	07-9275	5,120.04
					Summary Total				5,120.04
		ALPINE PARK REPAIRS	PV	102502	001	09101	7/1/2020	07-9286	60.21
		ALPINE PARK REPAIRS	PV	102502	002	09101	7/1/2020	07-9286	176.25
					Summary Total				236.46
					Payment Amount				6,657.46
107587	ANOKA COUNTY TREASURY DEPARTMENT	JULY 2020 FIBER	PV	102293	001	09101	6/16/2020	B200615M	492.00
	ANOKA COUNTY TREASURY DEPARTMENT				Summary Total				492.00
	2100 THIRD AVENUE	APRIL 2020 LAUG LINE USAGE	PV	102340	001	09101	6/16/2020	CCOM06152008	29.87
	ANOKA MN 55303				Summary Total				29.87
		MAY 2020 LANG LINE USAGE	PV	102341	001	09101	6/16/2020	CCOM06152014	42.23
					Summary Total				42.23
					Payment Amount				564.10
116848	BAYCOM INC	SERVICE CALL 5/13/2020	PV	102296	001	09101	6/10/2020	SRVCE000000028349	145.00
	BAYCOM INC N16 W23217 STONE RIDGE DRIVE # 250 WAUKESHA WI 53188				Summary Total				145.00
					Payment Amount				145.00
100647	BOLTON AND MENK INC	RAMSEY/PUMA ST MAY 2020	PV	102297	001	09437	6/16/2020	0252105	20,148.00

Payment Group Control Number	3062		
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
	BOLTON AND MENK INC			Summary Total					20,148.00
	1960 PREMIER DRIVE	RAM/SAPP ST STORM MAY 2020	PV	102298	001	09101	6/16/2020	0252103	730.00
	MANKATO MN 56001-5900			Summary Total					730.00
		RIVERDALE LPP APP MAY 2020	PV	102346	001	09400	6/16/2020	0252104	8,550.00
				Summary Total					8,550.00
				Payment Amount					29,428.00
116197	CINTAS CORPORATION	UNIFORM CLEANING	PV	102300	001	09101	6/17/2020	4053425915	28.00
	CINTAS CORPORATION	UNIFORM CLEANING	PV	102300	002	09101	6/17/2020	4053425915	4.00
	CINTAS LOC #4K	UNIFORM CLEANING	PV	102300	003	09101	6/17/2020	4053425915	26.79
	P O BOX 650838	UNIFORM CLEANING	PV	102300	004	09101	6/17/2020	4053425915	26.78
	DALLAS TX 75265-0838			Summary Total					85.57
		UNIFORM CLEANING	PV	102348	001	09101	6/24/2020	4054080784	28.00
		UNIFORM CLEANING	PV	102348	002	09101	6/24/2020	4054080784	4.00
		UNIFORM CLEANING	PV	102348	003	09101	6/24/2020	4054080784	22.62
		UNIFORM CLEANING	PV	102348	004	09101	6/24/2020	4054080784	22.61
				Summary Total					77.23
		FIRE- MATS	PV	102349	001	09101	6/17/2020	4053425781	13.20
				Summary Total					13.20
		UNIFORM CLEANING	PV	102488	001	09101	7/1/2020	4054742048	28.00
		UNIFORM CLEANING	PV	102488	002	09101	7/1/2020	4054742048	4.00
		UNIFORM CLEANING	PV	102488	003	09101	7/1/2020	4054742048	23.79
		UNIFORM CLEANING	PV	102488	004	09101	7/1/2020	4054742048	23.78
				Summary Total					79.57
				Payment Amount					255.57
100125	COUNTRYSIDE PRINTING INC	BUS CARDS D. ANDERSON	PV	102453	001	09101	6/25/2020	36313	59.00
	COUNTRYSIDE PRINTING			Summary Total					59.00
	18790 GARNET ST NW	ENVELOPES	PV	102454	001	09101	6/29/2020	36314	435.00
	ANOKA MN 55303			Summary Total					435.00
		JUL/AUG 20 RAMSEY RESIDENT	PV	102455	001	09101	6/24/2020	36310	4,774.04
				Summary Total					4,774.04
				Payment Amount					5,268.04
111818	DEANO'S COLLISION	REPAIR 372	PV	102301	001	09702	6/22/2020	56220	6,632.06

Payment Group Control Number	3062		
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
	SPECIALISTS INC								
	DEANO'S COLLISION	REPAIR 372	PV	102301	002	09702	6/22/2020	56220	4,681.15
	SPECIALISTS INC								
	11063 173RD AVENUE			Summary Total					11,313.21
	ELK RIVER MN 55330								
				Payment Amount					11,313.21
113306	DEFINITIVE TECHNOLOGY SOLUTIONS INC	COPIER CONTRACTS JUN/JUL 20	PV	102456	001	09101	6/22/2020	INV203497	579.57
	DEFINITIVE TECHNOLOGY SOLUTIONS INC			Summary Total					579.57
	9401 JAMES AVENUE SOUTH SUITE 120								
	BLOOMINGTON MN 55431								
				Payment Amount					579.57
100144	DEHN OIL COMPANY	DIESEL	PV	102302	001	09101	6/10/2020	76846	1,549.47
	DEHN OIL COMPANY			Summary Total					1,549.47
	6735 141ST AVENUE NW	DIESEL	PV	102350	001	09101	6/24/2020	75008	1,530.63
	RAMSEY MN 55303			Summary Total					1,530.63
				Payment Amount					3,080.10
117489	DISPLAY SALES COMPANY	MISC FLAGS/POLES	PV	102303	001	09101	6/15/2020	INV-024101	1,157.75
	DISPLAY SALES COMPANY			Summary Total					1,157.75
	10925 NESBITT AVENUE SOUTH								
	BLOOMINGTON MN 55437								
				Payment Amount					1,157.75
101185	DO ALL PRINTING COM INC	OPEN PANELS- ANOKA CTY LIC	PV	102490	001	09101	6/23/2020	47919	77.90
	DO ALL PRINTING COM INC			Summary Total					77.90
	6360 HIGHWAY 10 NW								
	RAMSEY MN 55303								
				Payment Amount					77.90
116175	ECKBERG LAMMERS ATTORNEYS AT LAW	JUNE 20 PROSECUTION	PV	102457	001	09101	6/30/2020	06 2020	6,076.35
	ECKBERG LAMMERS ATTORNEYS AT LAW			Summary Total					6,076.35
	1809 NORTHWESTERN AVENUE								

Payment Group Control Number	3062		
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
	STILLWATER MN 55082								
				Payment Amount					6,076.35
100158	ECM PUBLISHERS INC	ORD 20-06	PV	102458	001	09101	6/26/2020	782436	59.13
	ECM PUBLISHERS INC			Summary Total					59.13
	4095 COON RAPIDS BLVD	ORD 20-14	PV	102459	001	09101	6/26/2020	782437	86.00
	COON RAPIDS MN 55433			Summary Total					86.00
		GARDEN VIEW- PH	PV	102489	001	09804	6/19/2020	781380	139.75
				Summary Total					139.75
				Payment Amount					284.88
114680	ELECTRICAL PRODUCTION SERVICES INC	RECEPTACLE IN CEILING	PV	102304	001	09234	6/15/2020	5862	325.29
	ELECTRICAL PRODUCTION SERVICES INC			Summary Total					325.29
	2431 GALPIN COURT SUITE 140	PD ROLL CALL RM PROJECTOR	PV	102354	001	09234	6/22/2020	18219	5,989.00
	CHANHASSEN MN 55317			Summary Total					5,989.00
				Payment Amount					6,314.29
113651	ELECTRO WATCHMAN INC	SERVER PROJECT	PV	102491	001	09101	6/30/2020	349952	1,775.13
	ELECTRO WATCHMAN INC			Summary Total					1,775.13
	ONE W WATER STREET SUITE 110	SERVER PROJECT	PV	102492	001	09101	6/30/2020	349954	6,405.39
	ST PAUL MN 55107			Summary Total					6,405.39
				Payment Amount					8,180.52
108737	EMERGENCY AUTOMOTIVE TECHNOLOGY INC	LOW PROFILE TILT SWIVEL 373	PV	102460	001	09101	6/23/2020	DL06032020A	70.93
	EMERGENCY AUTOMOTIVE TECHNOLOGY INC			Summary Total					70.93
	2755 GENEVA AVE N	MISC LIGHTS FOR 372	PV	102461	001	09702	6/23/2020	DL05292021B	542.30
	OAKDALE MN 55128			Summary Total					542.30
				Payment Amount					613.23
113991	EMERGENCY RESPONSE SOLUTIONS	SCBA FLOW TESTS	PV	102462	001	09101	5/21/2020	15365	2,044.00
	EMERGENCY RESPONSE SOLUTIONS			Summary Total					2,044.00

Payment Group Control Number	3062		
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
	4817 VIKING BLVD SUITE 102 EAST BETHEL MN 55092								
				Payment Amount					2,044.00
113321	FACTORY MOTOR PARTS CO	OIL FILTERS	PV	102355	001	09101	6/25/2020	70-428677	29.88
	FACTORY MOTOR PARTS CO BIN 139107 P O BOX 9107 MINNEAPOLIS MN 55480-9107			Summary Total					29.88
				Payment Amount					29.88
107099	FASTENAL	MISC PARTS	PV	102306	001	09605	6/19/2020	MNTC8187264	2.99
	FASTENAL COMPANY			Summary Total					2.99
	P O BOX 1286	MISC PARTS	PV	102307	001	09602	6/16/2020	MNTC8187173	187.61
	WINONA MN 55987			Summary Total					187.61
		MISC PARTS	PV	102463	001	09101	6/25/2020	MNTC8187388	3.90
				Summary Total					3.90
				Payment Amount					194.50
100186	FRANKENSIGNS INC	NAME PLATES BRUCE/LEN	PV	102356	001	09101	6/16/2020	276086	52.00
	FRANKENSIGNS 9991 GOODHUE STREET NE P O BOX 490301 BLAINE MN 55449			Summary Total					52.00
				Payment Amount					52.00
100650	GRAINGER	FLUSH VALVES/FOAM SHEET	PV	102310	001	09101	6/16/2020	9562467481	400.00
	GRAINGER INC			Summary Total					400.00
	DEPT. 806511127	TRASH GRABBER	PV	102465	001	09101	6/29/2020	9574363579	231.58
	PALATINE IL 60038-0001			Summary Total					231.58
				Payment Amount					631.58
100211	HAWKINS INC	CHEMICALS	PV	102357	001	09601	6/23/2020	4740378	2,555.92
	HAWKINS INC			Summary Total					2,555.92
	P O BOX 860263	CHEMICALS	PV	102358	001	09601	6/19/2020	4738419	2,777.30

Payment Group Control Number	3062		
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
	MINNEAPOLIS MN 55486-0263			Summary Total					2,777.30
				Payment Amount					5,333.22
114068	IDEAL SERVICE INC	SERVICE 5/11/2020 IRRIG PUMP	PV	102359	001	09101	5/29/2020	10570	115.00
	IDEAL SERVICE INC			Summary Total					115.00
	P O BOX 244	INSTALL PUMP/LABOR/MISC PARTS	PV	102360	001	09101	5/29/2020	10556	4,225.13
	ALEXANDRIA MN 56308			Summary Total					4,225.13
		PUMP REPAIR	PV	102503	001	09101	6/12/2020	10598	140.00
		PUMP REPAIR	PV	102503	002	09101	6/12/2020	10598	525.00
				Summary Total					665.00
				Payment Amount					5,005.13
112475	INNOVATIVE OFFICE SOLUTIONS	MISC OFFICE SUPPLIES	PV	102311	001	09101	6/19/2020	IN3007760	46.81
	INNOVATIVE OFFICE SOLUTIONS			Summary Total					46.81
	P O BOX 860627	MISC OFFICE SUPPLIES	PV	102494	001	09101	7/7/2020	IN3024073	144.69
	MINNEAPOLIS MN 55486-0001			Summary Total					144.69
				Payment Amount					191.50
107763	JEFFERSON FIRE AND SAFETY INC	KEY PRO FLOW	PV	102467	001	09101	6/30/2020	IN119342	1,769.80
	JEFFERSON FIRE AND SAFETY INC 7620 DONNA DRIVE MIDDLETON WI 53562			Summary Total					1,769.80
				Payment Amount					1,769.80
100266	LOGIS	CISCO SECURITY-TOKENS	PV	102470	001	09101	6/30/2020	49026	3,077.50
	LOCAL GOVERNMENT INFORMATION SYSTEMS ASS			Summary Total					3,077.50
	5750 DULUTH STREET	NETWORK SER THRU 6/13/20	PV	102471	002	09101	6/30/2020	48931	625.00
	GOLDEN VALLEY MN 55422-4036			Summary Total					625.00
		JULY 2020 SERVICES	PV	102472	001	09101	7/1/2020	48960	17,261.00
				Summary Total					17,261.00
				Payment Amount					20,963.50

CITY OF RAMSEY
Create Payment Control Groups

Payment Group Control Number	3062		
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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
100273	MALLOY MONTAGUE KARNOWSKI RADOSEVIC	SERVICES THRU 5/31/2020	PV	102318	001	09101	6/9/2020	48360	3,900.00
	MALLOY MONTAGUE KARNOWSKI RADOSEVIC 410 PARK NATIONAL BANK BLDG 5353 WAYZATA BLVD MINNEAPOLIS MN 55416			Summary Total					3,900.00
				Payment Amount					3,900.00
100283	MENARDS COON RAPIDS	MISC SUPPLIES	PV	102365	001	09101	6/10/2020	28838	96.60
	MENARDS COON RAPIDS			Summary Total					96.60
	3045 MAIN STREET	MISC SUPPLIES	PV	102366	001	09101	6/11/2020	28977	59.47
	COON RAPIDS MN 55433			Summary Total					59.47
		MISC SUPPLIES	PV	102474	001	09101	6/23/2020	29819	37.52
				Summary Total					37.52
				Payment Amount					193.59
100284	MENARDS ELK RIVER	MISC SUPPLIES	PV	102364	001	09601	6/17/2020	12463	840.61
	MENARDS ELK RIVER			Summary Total					840.61
	19521 EVANS STREET NW	MISC SUPPLIES	PV	102473	001	09101	6/18/2020	12556	51.92
	ELK RIVER MN 55330-1077			Summary Total					51.92
				Payment Amount					892.53
100285	MET COUNCIL ENVIRONMENTAL SRV	AUGUST 2020 WASTE WATER	PV	102496	001	09602	7/7/2020	0001112086	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	FAN CONDENSOR	PV	102363	001	09101	6/24/2020	1263732-00	632.71
	MTI DISTRIBUTING INC			Summary Total					632.71
	SDS 12-1900	COOLING SYS REPAIR	PV	102504	001	09101	6/25/2020	1262456-00	357.50
	P O BOX 86			Summary Total					357.50
	MINNEAPOLIS MN 55486-1900	CAP AND NOZZLE	PV	102505	001	09101	7/2/2020	1265045-00	66.45
				Summary Total					66.45

CITY OF RAMSEY
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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
				Payment Amount					1,056.66
115167	NET TRANSCRIPTS INC	JUNE 20 TRANSCRIPTION	PV	102478	001	09101	6/15/2020	0032733-IN	401.77
	NET TRANSCRIPTS INC 3707 N. 7TH STREET SUITE 320 PHOENIX AZ 85014			Summary Total					401.77
				Payment Amount					401.77
100354	NEWMAN SIGNS INC	GREEN POSTS	PV	102321	001	09101	6/12/2020	TRFINV021975	1,501.36
	NEWMAN SIGNS INC PO BOX 1728 JAMESTOWN ND 58402-1728			Summary Total					1,501.36
				Payment Amount					1,501.36
100363	NORTHERN SANITARY SUPPLY CO	MISC SUPPLIES	PV	102322	001	09101	6/16/2020	199027	255.34
	NORTHERN SANITARY SUPPLY CO 341 COON RAPIDS BLVD MINNEAPOLIS MN 55433			Summary Total					255.34
		MISC SUPPLIES	PV	102323	001	09101	6/9/2020	198964	269.77
				Summary Total					269.77
				Payment Amount					525.11
115232	NORTHERN TECHNOLOGIES LLC	DELTA MOD TECH MAY/JUNE 20	PV	102498	001	09804	6/20/2020	35289	764.00
	NORTHERN TECHNOLOGIES LLC 3522 4TH AVENUE S FARGO ND 58103			Summary Total					764.00
		RAM STORAGE MAY/JUNE 2020	PV	102499	001	09804	6/20/2020	35288	336.50
				Summary Total					336.50
				Payment Amount					1,100.50
115071	NORTHLAND OCCUPATIONAL HEALTH	PRE EMPLOY DRUG SCREEN	PV	102324	001	09101	6/19/2020	7033	50.00
	NORTHLAND OCCUPATIONAL HEALTH 7533 SUNWOOD DRIVE NW SUITE 212 RAMSEY MN 55303			Summary Total					50.00
		PRE EMPLOY DRUG SCREEN	PV	102325	001	09101	6/15/2020	6955	50.00
				Summary Total					50.00
		PRE EMPLOY DRUG SCREEN	PV	102326	001	09101	6/15/2020	6953	50.00

CITY OF RAMSEY
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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
				Summary Total					50.00
		DRUG SCREEN 7/2/2020	PV	102497	001	09101	7/2/2020	7169	150.00
				Summary Total					150.00
				Payment Amount					300.00
110547	NORTHWEST LIGHTING SYSTEMS CO.	MISC RAMP BULBS	PV	102479	001	09240	6/26/2020	117060	412.07
	NORTHWEST LIGHTING SYSTEMS CO. 746 CRAIG AVENUE TRACY MN 56175			Summary Total					412.07
				Payment Amount					412.07
117474	OERTEL ARCHITECTS LTD	RAMSEY PW CAMPUS	PV	102327	001	09412	6/8/2020	3	130,950.02
	OERTEL ARCHITECTS LTD 1795 ST CLAIR AVENUE ST PAUL MN 55105			Summary Total					130,950.02
				Payment Amount					130,950.02
110480	OPUS 21 MANAGEMENT SOLUTIONS	MAY 2020 SERVICES	PV	102480	001	09601	6/23/2020	200556	108.77
	OPUS 21 MANAGEMENT SOLUTIONS	MAY 2020 SERVICES	PV	102480	002	09601	6/23/2020	200556	108.77
	680 COMMERCE DRIVE SUITE 160	MAY 2020 SERVICES	PV	102480	003	09601	6/23/2020	200556	108.77
	WOODBURY MN 55125	MAY 2020 SERVICES	PV	102480	004	09601	6/23/2020	200556	108.77
		MAY 2020 SERVICES	PV	102480	005	09601	6/23/2020	200556	108.78
				Summary Total					543.86
				Payment Amount					543.86
112421	PERRILL	ROW WAY WEB JULY 2020	PV	102500	001	09101	7/1/2020	251804	200.00
	PERRIL 110 CHESHIRE LANE SUITE 105 MINNETONKA MN 55305			Summary Total					200.00
				Payment Amount					200.00
113444	PRECISE	IX-84 G ELD/ WITH SIM	PV	102481	001	09101	6/29/2020	200-1026374	218.89

R04570

CITY OF RAMSEY

Create Payment Control Groups

Payment Group Control Number	3062		
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
	PRECISE					Summary Total			218.89
	501 EAST CLIFF ROAD SUITE 100	MAY 2020 DATA PLAN	PV	102482	001	09101	6/29/2020	200-1026366	875.00
	BURNSVILLE MN 55337					Summary Total			875.00
						Payment Amount			1,093.89
113737	RATWIK ROSZAK AND MALONEY PA	MAY 2020 RETAINER	PV	102328	001	09101	5/31/2020	66769	3,106.25
	RATWIK ROSZAK AND MALONEY PA	MAY 2020 RETAINER	PV	102328	002	09101	5/31/2020	66769	108.75
	300 U.S. TRUST BUILDING					Summary Total			3,215.00
	730 SECOND AVENUE SOUTH	MAY 2020 SERVICES	PV	102329	001	09101	5/31/2020	66768	899.00
	MINNEAPOLIS MN 55402	MAY 2020 SERVICES	PV	102329	002	09101	5/31/2020	66768	58.00
						Summary Total			957.00
						Payment Amount			4,172.00
112151	REINDERS	BLUE POND DYE	PV	102331	001	09101	6/9/2020	3071471-00	370.53
	REINDERS P O BOX 78955 MILWAUKEE WI 53278-0955					Summary Total			370.53
						Payment Amount			370.53
100431	SAFETY KLEEN CORPORATION	RECYCLE PARTS WASHER	PV	102332	001	09101	6/4/2020	CN10990201	110.97
	SAFETY KLEEN CORPORATION PO BOX 975201 DALLAS TX 75397-5201					Summary Total			110.97
						Payment Amount			110.97
100976	SHRED IT	PD SHREDDING	PV	102333	001	09101	6/15/2020	8129930465	75.46
	SHRED IT USA MINNEAPOLIS 28883 NETWORK PLACE CHICAGO IL 60673-1288					Summary Total			75.46
						Payment Amount			75.46
114269	SPEEDCUTTERS OUTDOOR MAINTENANCE LLC	LAWN CARE JUNE 2020	PV	102372	001	09101	6/24/2020	12332	5,728.10
	SPEEDCUTTERS OUTDOOR MAINTENANCE LLC					Summary Total			5,728.10
	18523 OLSON STREET NW	LAWN CARE JUNE 2020	PV	102373	001	09101	6/24/2020	12311	488.69

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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
	ELK RIVER MN 55330						Summary Total		488.69
							Payment Amount		6,216.79
100469	STREICHER'S POLICE EQUIPMENT	MISC PD SUPPLIES	PV	102334	001	09101	6/17/2020	I1436462	552.00
	STREICHER'S POLICE EQUIPMENT						Summary Total		552.00
	10911 WEST HWY 55	RETURN DRAG STABIL BEAN BAG	PD	102483	001	09101	6/20/2020	CM286109	478.00-
	MINNEAPOLIS MN 55441						Summary Total		478.00-
							Payment Amount		74.00
110313	SUMMIT COMPANIES	EXT INSPECTION	PV	102375	001	09101	6/11/2020	1524502	70.52
	SUMMIT COMPANIES P O BOX 6205 CAROL STREAM IL 60197-6205						Summary Total		70.52
							Payment Amount		70.52
116602	TEAM LABORATORY CHEMICAL LLC	MISC SUPPLIES	PV	102335	001	09602	6/9/2020	INV0021077	2,733.00
	TEAM LABORATORY CHEMICAL LLC P O BOX 1467 28650 STATE HWY 34 DETROIT LAKES MN 56501						Summary Total		2,733.00
							Payment Amount		2,733.00
100485	TIMESAVER OFF SITE SECRETARIAL INC	MAY/JUNE 2020 MEETINGS	PV	102336	001	09101	6/12/2020	M25701	1,033.00
	TIMESAVER OFF SITE SECRETARIAL INC 5291 RIVER OAK DRIVE SAVAGE MN 55378						Summary Total		1,033.00
							Payment Amount		1,033.00
112079	TOKLE INSPECTIONS INC	MAY 2020 INSPECTIONS	PV	102377	001	09101	6/11/2020	061120	5,074.50
	TOKLE INSPECTIONS INC 1748 123RD AVENUE NW COON RAPIDS MN 55448						Summary Total		5,074.50
							Payment Amount		5,074.50

R04570

CITY OF RAMSEY
Create Payment Control Groups

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Pay Through Date	12/31/2020		

Payee Number	Name / Mailing Address	Stub Message	Document Ty	Number	Itm	Co	Due Date	Invoice Number	Payment Amount
100238	TRUENORTH STEEL	CSP HELICAL GALV	PV	102485	001	09605	6/29/2020	BL0000011546	1,330.56
	TRUENORTH STEEL P O BOX 336 WEST FARGO ND 58078							Summary Total	1,330.56
								Payment Amount	1,330.56
107705	TWIN CITY GARAGE DOOR CO	REPAIR FIRE STAT 1	PV	102338	001	09101	6/15/2020	Z139099	212.50
	TWIN CITY GARAGE DOOR CO 5601 BOONE AVE N MINNEAPOLIS MN 55428							Summary Total	212.50
								Payment Amount	212.50
112721	W W GOETSCH ASSOCIATES INC	MISC PUMP	PV	102339	001	09601	6/17/2020	104266	2,484.80
	W W GOETSCH ASSOCIATES INC 5250 WEST 74TH STREET SUITE 24 MINNEAPOLIS MN 55439-2226							Summary Total	2,484.80
								Payment Amount	2,484.80
100539	WRIGHT TIRE SERVICE INC	1 TIRE FOR 690	PV	102486	001	09101	6/26/2020	80500	25.79
	WRIGHT TIRE SERVICE INC 710 WEST MAIN STREET ANOKA MN 55303							Summary Total	25.79
								Payment Amount	25.79
								Total Amount to be Processed	354,516.60
								Total Number of Payments to be Processed	56

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #20-145

RESOLUTION APPROVING CASH DISBURSEMENTS MADE AND AUTHORIZING PAYMENT OF ACCOUNTS PAYABLE INVOICING RECEIVED DURING THE PERIOD OF JUNE 18, 2020 THROUGH JULY 8, 2020

WHEREAS, the City of Ramsey Finance Department has made cash disbursements and received accounts payable invoicing during the period of June 18, 2020, through July 8, 2020, in the amount of $ 1,044,080.45 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 18, 2020, through July 8, 2020, in the amount of $ 1,044,080.45.

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 14th day of July, 2020.

_____
Mayor

ATTEST:

_____
City Clerk

CC Regular Session **5. 6.**

Meeting Date: 07/14/2020

By: Chris Anderson, Community Development

Information

Title

Adopt Resolution #20-139 Approving Corrections to the Plat known as Pearson Place (Project No. 16-31a); Case of Otto Associates

Purpose/Background:

In 2017, the City Council approved Pearson Place (the "Plat"), a twelve (12) lot single family residential neighborhood along the north side of Bowers Drive near the east end of the cul-de-sac (the "Subject Property"). The Plat included three (3) separate outlots, two of which were deeded to the City (one providing buffering for existing homes on Bowers Drive for future development and one for a future second access to Bowers Drive). The third outlot, Outlot B, was retained by Pearson Properties of Ramsey, LLC (the "Property Owner"), for future development. The City was just recently informed of some minor errors related to bearings and distances on the Plat that require corrections.

Notification:

Notification is not required.

Observations/Alternatives:

As can be seen in the attached document entitled Land Surveyor's Certificate of Plat Correction, there are five minor errors that will be rectified with the recording of this document. These corrections will not result in any nonconforming lots. The drawings are all correct. Only some minor notations had slight errors. Staff has no objections to the proposed revisions to the Plat.

Funding Source:

This case is being prepared as part of Staff's regular duties; however, the recording of the Land Surveyor's Certificate of Plat Correction will be at the surveyor's and/or Developer's expense.

Recommendation:

Staff recommends approving the proposed corrections to the Pearson Place Plat.

Action:

Motion to adopt Resolution #20-139 approving corrections to the plat known as Pearson Place.

Attachments

Site Location Map

Pearson Place Plat (Recorded)

Land Surveyor's Certificate of Plat Correction

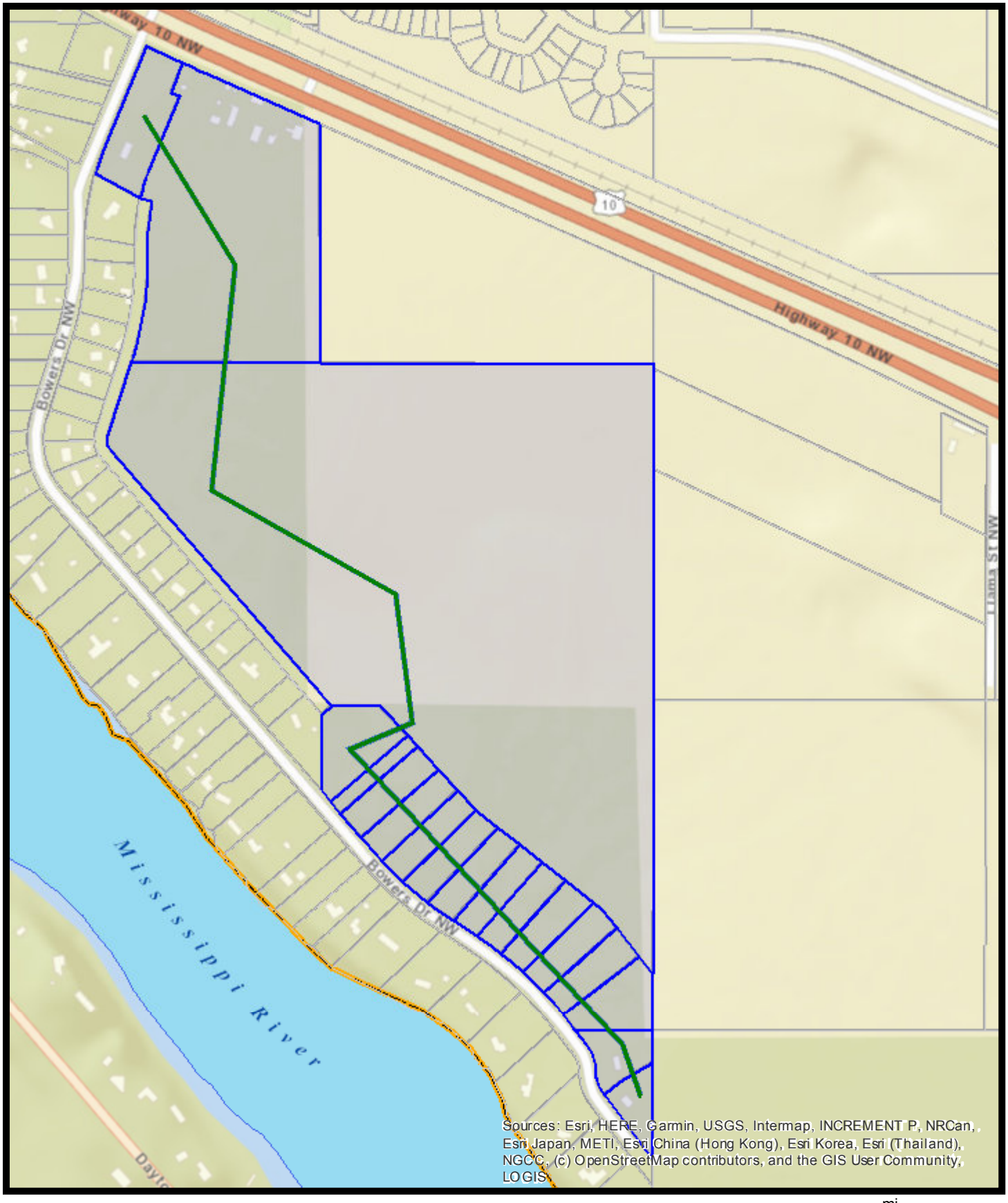
Resolution #20-139

Form Review

Inbox	Reviewed By	Date

Tim Gladhill	Tim Gladhill	07/09/2020 07:52 AM
Kurt Ulrich	Kurt Ulrich	07/09/2020 11:28 AM
Form Started By: Chris Anderson		Started On: 06/19/2020 10:11 AM
Final Approval Date: 07/09/2020		

Site Location Map

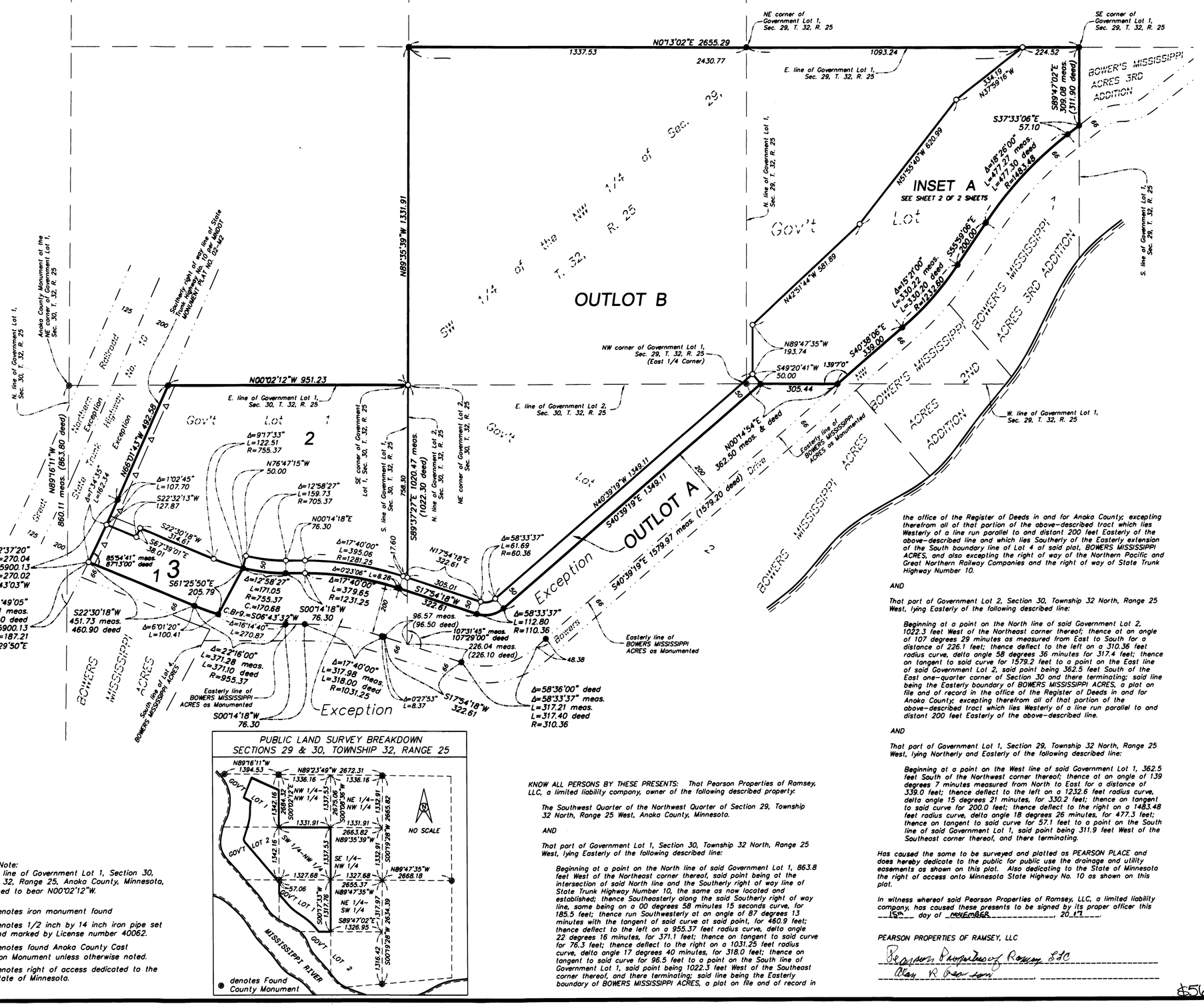


OFFICIAL PLAT

2186d15.002

PEARSON PLACE

CITY OF RAMSEY
COUNTY OF ANOKA
SEC. 29 & 30, TWP. 32, RNG. 25



STATE OF MINNESOTA
COUNTY OF ANOKA

This instrument was acknowledged before me this 15th day of November, 20 17 by ALAN R. PEARSON of Pearson Properties of Ramsey, LLC, a limited liability company, on behalf of the company.

Dan Rohlin

Dan Rohlin

Notary Public, Anoka County, Minnesota.

My Commission Expires: January 31, 2018

I Paul E. Otto 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 15th day of November, 20 17.

Paul E. Otto

Paul E. Otto, Licensed Land Surveyor
Minnesota License Number 40062

STATE OF MINNESOTA
COUNTY OF WRIGHT

This instrument was acknowledged before me on this 15th day of November, 20 17 by Paul E. Otto.

Cara S. Otto

Cara S. Otto

Notary Public, Wright County, Minnesota

My commission expires December 31, 2019

CITY COUNCIL, CITY OF RAMSEY, MINNESOTA

This plat of PEARSON PLACE was approved and accepted by the City Council of the City of Ramsey, Minnesota at a regular meeting thereof held this 24th day of October, 20 17, and said plat is in compliance with the provisions of Minnesota Statutes, Section 505.03, Subd. 2.

City Council, City of Ramsey, Minnesota

By _____ Mayor By _____ Clerk

COUNTY SURVEYOR

I hereby certify that in accordance with Minnesota Statutes, Section 505.021, Subd. 11, this plat has been reviewed and approved this 17th day of November, 20 17.

By: Larry D. Hoium by Charles F. Gutzon, Deputy
Larry D. Hoium
Anoka County Surveyor

COUNTY AUDITOR/TREASURER

Pursuant to Minnesota Statutes, Section 505.021, Subd. 9, taxes payable in the year 2017 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 17th day of November, 20 17.

Jonell M. Sawyer
Property Tax Administrator

By: _____, Deputy

COUNTY RECORDER/REGISTRAR OF TITLES
COUNTY OF ANOKA, STATE OF MINNESOTA

I hereby certify that this plat of PEARSON PLACE was filed in the office of the County Recorder/Registrar of Titles for public record on this 17th day of November, 20 17, at 1:44 o'clock P.M. and was duly recorded as Document Number 2186d15.002

Jonell M. Sawyer
County Recorder/Registrar of Titles

By _____, Deputy

OTTO ASSOCIATES
Engineers & Land Surveyors, Inc.

$56

PUBLIC LAND SURVEY BREAKDOWN
SECTIONS 29 & 30, TOWNSHIP 32, RANGE 25

Bearing Note:
The East line of Government Lot 1, Section 30, Township 32, Range 25, Anoka County, Minnesota, is assumed to bear N00°02'12"W.

- ● denotes iron monument found
- ○ denotes 1/2 inch by 14 inch iron pipe set and marked by License number 40062.
- ◉ denotes found Anoka County Cast Iron Monument unless otherwise noted.
- —△— denotes right of access dedicated to the State of Minnesota.

KNOW ALL PERSONS BY THESE PRESENTS: That Pearson Properties of Ramsey, LLC, a limited liability company, owner of the following described property:

The Southwest Quarter of the Northwest Quarter of Section 29, Township 32 North, Range 25 West, Anoka County, Minnesota.

AND

That part of Government Lot 1, Section 30, Township 32 North, Range 25 West, lying Easterly of the following described line:

Beginning at a point on the North line of said Government Lot 1, 863.8 feet West of the Northeast corner thereof, said point being at the intersection of said North line and the Southerly right of way line of State Trunk Highway Number 10, the same as now located and established; thence Southeasterly along the said Southerly right of way line, same being on a 00 degrees 58 minutes 15 seconds curve, for 185.5 feet; thence run Southwesterly at an angle of 87 degrees 13 minutes with the tangent of said curve at said point, for 460.9 feet; thence deflect to the left on a 955.37 feet radius curve, delta angle 22 degrees 16 minutes, for 371.1 feet; thence on tangent to said curve for 76.3 feet; thence deflect to the right on a 1031.25 feet radius curve, delta angle 17 degrees 40 minutes, for 318.0 feet; thence on tangent to said curve for 96.5 feet to a point on the South line of Government Lot 1, said point being 1022.3 feet West of the Southeast corner thereof, and there terminating; said line being the Easterly boundary of BOWERS MISSISSIPPI ACRES, a plat on file and of record in the office of the Register of Deeds in and for Anoka County, excepting therefrom all of that portion of the above-described tract which lies Westerly of a line run parallel to and distant 200 feet Easterly of the above-described line.

AND

That part of Government Lot 1, Section 29, Township 32 North, Range 25 West, lying Northerly and Easterly of the following described line:

Beginning at a point on the West line of said Government Lot 1, 362.5 feet South of the Northwest corner thereof; thence at an angle of 139 degrees 7 minutes measured from North to East for a distance of 339.0 feet; thence deflect to the left on a 1232.6 feet radius curve, delta angle 15 degrees 21 minutes, for 330.2 feet; thence on tangent to said curve for 200.0 feet; thence deflect to the right on a 1483.48 feet radius curve, delta angle 18 degrees 26 minutes, for 477.3 feet; thence on tangent to said curve for 57.1 feet to a point on the South line of said Government Lot 1, said point being 311.9 feet West of the Southeast corner thereof, and there terminating.

Has caused the same to be surveyed and platted as PEARSON PLACE and does hereby dedicate to the public for public use the drainage and utility easements as shown on this plat. Also dedicating to the State of Minnesota the right of access onto Minnesota State Highway No. 10 as shown on this plat.

In witness whereof said Pearson Properties of Ramsey, LLC, a limited liability company, has caused these presents to be signed by its proper officer this 15th day of NOVEMBER, 20 17.

PEARSON PROPERTIES OF RAMSEY, LLC

Pearson Properties of Ramsey, LLC

Alan R Pearson

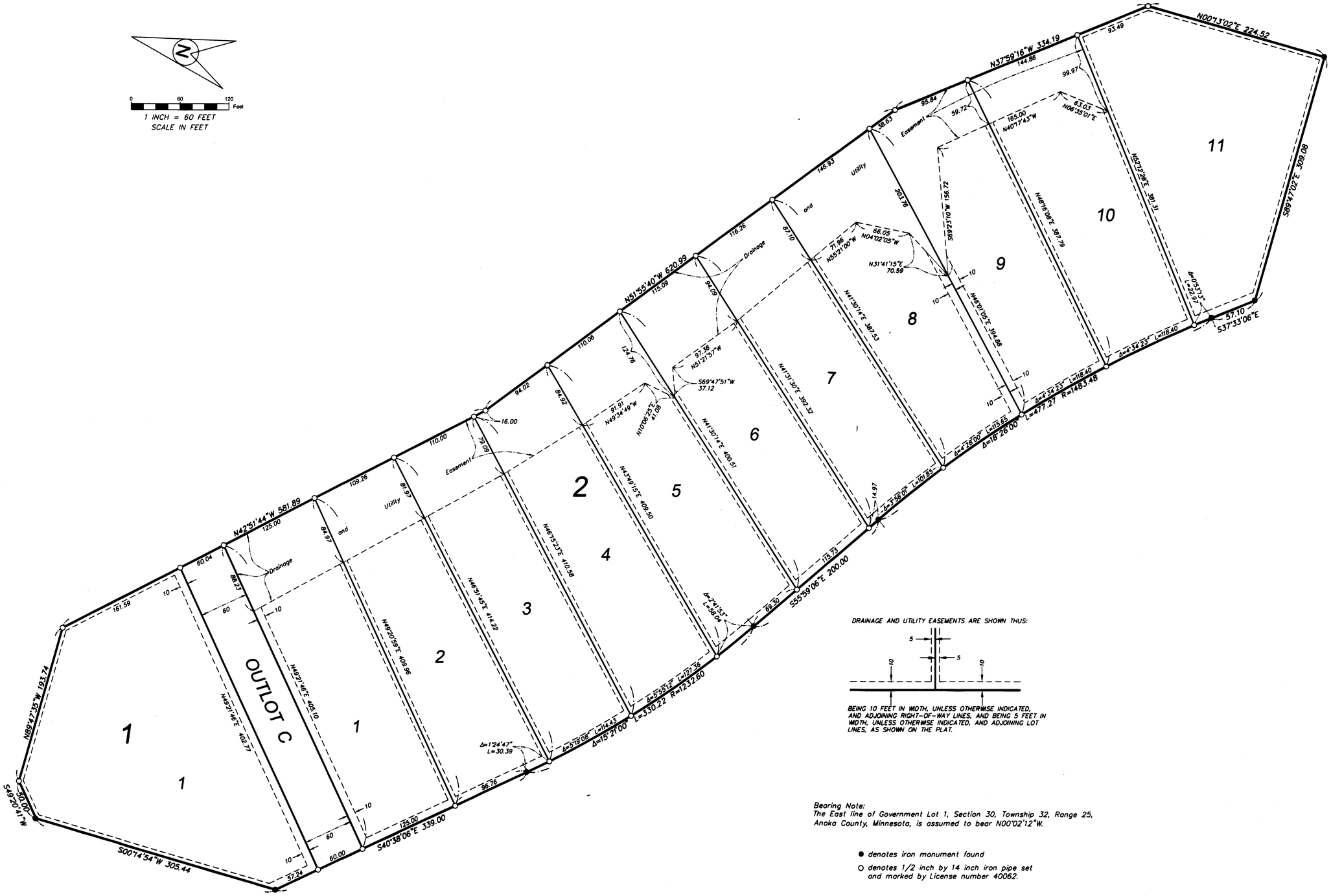
OFFICIAL PLAT

PEARSON PLACE

INSET A

CITY OF RAMSEY
COUNTY OF ANOKA
SEC. 29 & 30, TWP. 32, RNG. 25

0 60 120 Feet
1 INCH = 60 FEET
SCALE IN FEET



DRAINAGE AND UTILITY EASEMENTS ARE SHOWN THUS:

BEING 10 FEET IN WIDTH, UNLESS OTHERWISE INDICATED, AND ADJOINING RIGHT-OF-WAY LINES, AND BEING 5 FEET IN WIDTH, UNLESS OTHERWISE INDICATED, AND ADJOINING LOT LINES, AS SHOWN ON THE PLAT.

Bearing Note:
The East line of Government Lot 1, Section 30, Township 32, Range 25, Anoka County, Minnesota, is assumed to bear N00°02'12"W.

● denotes iron monument found

○ denotes 1/2 inch by 14 inch iron pipe set and marked by License number 40062.

OTTO ASSOCIATES
Engineers & Land Surveyors, Inc.

Reco
Acco

Record ID 4070688

THIS DOCUMENT NUMBER REPRESENTS A PLAT

This page has been added for recording purposes only. It is not part of the document.

MUNICIPALITY: RAMSEY CERTIFIED BY: MDL ON: 11/7/17

MAP # 4300

2186615.002

DOC. DATE: 11/5/17 NO OF PAGES: 2

PLAT
SHORT NAME: PEARSON PLACE

LONG NAME: PEARSON PLACE

A/T	PARENT PINS & TCA CODES	RES	GRANTORS (Fees, C/Ps, Mortgagees)
A	29-32-25-23-0003 630111	N	PEARSON PROPERTIES OF RAMSEY LLC
A	30-32-25-11-0024 630111	N	
A	30-32-25-11-0025 630111	N	
A	30-32-25-11-0026 630111	Y	
A	30-32-25-14-0001 630111	N	

FILED BY: Tim Metzen PHONE: 651-528-9119

TAXPAYER NAME: PEARSON PROPERTIES OF RAMSEY LLC

ADDRESS: 14821 BOWERS DR, RAMSEY, MN 55303

NEW PARCELS

LOT	BLOCK	LOT	BLOCK	LOT	BLOCK
1	1				
1-11	2				
1-2	3				
O/L A-C					

DELQ & CURRENT TAXES ARE PAID: INITIALS: MDL DATE: 11/7/17

DIV. NO.: _____

A/T	PARENT PINS & TCA CODES	RES	GRANTORS (Fees, C/Ps, Mortgagees)
A	29-32-25-32-0008 630111		

ANOKA COUNTY MINNESOTA
Document No.: 2186615.002 ABSTRACT
I hereby certify that the within instrument was filed in this office for record on: 11/17/2017 1:44:00 PM
Fees/Taxes In the Amount of $56.00
JONELL M. SAWYER
Anoka County Property Tax
Administrator/Recorder/Registrar of Titles
MDK, Deputy

Record ID: 4070688

LAND SURVEYOR'S CERTIFICATE OF PLAT CORRECTION

Pursuant to the provisions of Minnesota Statutes, Section 505.174, I, Paul E. Otto, a duly Licensed Land Surveyor in and for the State of Minnesota declares as follows:

1. That I prepared the plat of Pearson Place dated November 15, 2017 and filed on November 17, 2017 in the Office of the County Recorder/Registrar of Titles, Anoka County, Minnesota, as Document No. 2186615.002.

2. That said plat contains errors, omissions or defects described in particular as follows:

   The bearing on the east line of Outlot B is incorrect.

3. That said plat is hereby corrected in particular as follows:

   1) The bearing on the east line of said Outlot B should be North 00 degrees 08 minutes 36 seconds East to the North of the Northeast corner of Government Lot 1, and South 00 degrees 17 minutes 33 seconds West to the South of said Northeast corner of Government Lot 1.

   2) The distance of 1093.24 feet on the east line of Outlot B should be 1093.62.

   3) The distance of 334.19 feet on the south line of Outlot B should be 334.66 feet.

   4) The distance of 224.52 feet on the east line of Lot 11, Block 2, should be 224.14 feet.

   5) The distance of 93.49 feet on the north line of Lot 11, Block 2, should be 93.96 feet.

I hereby certify that this Surveyor's Certificate of Plat Correction was prepared by me or under my direct supervision and that I am a duly Licensed Land Surveyor under the laws of the State of Minnesota.

Dated this _____ day of _____, 20_____.

_____
Paul E. Otto, Licensed Land Surveyor
Minnesota License No. 40062

This Surveyor's Certificate of Plat Correction to the plat of Pearson Place was approved by the City of Ramsey, Minnesota, at a regular meeting held this _____day of _____, 20_____.

City of Ramsey, Minnesota

_____, Mayor/Supervisor

_____, Administrator Clerk
City of Ramsey, Minnesota

County Surveyor

This Surveyor's Certificate of Plat Correction has been reviewed and is approved this _____day of _____, 20_____.

_____, Anoka County Surveyor
Charles F. Gitzen

Instrument drafted by:
Otto Associates Engineers & Land Surveyors, Inc.
9 West Division Street
Buffalo, MN 55313
763-682-4727

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

RESOLUTION #20-139

RESOLUTION APPROVING CORRECTIONS TO THE PLAT KNOWN AS PEARSON PLACE

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

The Southwest Quarter of the Northwest Quarter of Section 29, Township 32 North, Range 25 West, Anoka County, Minnesota

AND

That part of Government Lot 1, Section 30, Township 32 North, Range 25 West, lying Easterly of the Following described line:

Beginning at a point on the North line of said Government Lot 1, 863.8 feet West of the Northeast corner thereof, said point being at the intersection of said North line and the Southerly right of way line of State Trunk Highway Number 10, the same as now located and established; thence Southeasterly along the said Southerly right of way line, same being on a 00 degrees 58 minutes 15 seconds curve, for 185.5 feet; thence run Southwesterly at an angle of 87 degrees 13 minutes with the tangent of said curve at said point, for 460.9 feet; thence deflect to the left on a 955.37 feet radius curve, delta angle 22 degrees 16 minutes, for 371.1 feet; thence on tangent to said curve for 76.3 feet; thence deflect to the right on a 1031.25 feet radius curve, delta angle 17 degrees 40 minutes, for 318.0 feet; thence on tangent to said curve for 96.5 feet to a point on the South line of Government Lot 1, said point being 1022.3 feet West of the Southeast corner thereof, and there terminating; said line being the Easterly boundary of BOWERS MISSISSIPPI ACRES, a plat on file and of record in the office of the Register of Deeds in and for Anoka County; excepting therefrom all of that portion of the above-described tract which lies Westerly of a line run parallel to and distant 200 feet Easterly of the above-described line; and also excepting the right of way of the Northern Pacific and Great Northern Railway Companies and the right of way of State Trunk Highway Number 10.

AND

That part of Government Lot 2, Section 30, Township 32 North, Range 25 West, lying Easterly of the following described line:

Beginning at a point on the North line of said Government Lot 2, 1022.3 feet West of the Northeast corner thereof; thence at an angle of 107 degrees 29 minutes as measured from East to South for a distance of 226.1 feet; thence deflect to the left on a 310.36 feet radius curve, delta angle 58 degrees 36 minutes for 317.4 feet; thence on tangent to said curve for 1579.2 feet to a point on the East line of said Government Lot 2, said point being 362.5 feet South of the East one-quarter corner of Section 30 and there terminating; said line being the Easterly boundary of BOWERS MISSISSIPPI ACRES, a plat on file and of record in the office of the Register of Deeds in and for Anoka County; excepting therefrom all of that portion of the above-described tract which lies Westerly of a line run parallel to and distant 200 feet Easterly of the above-described line.

AND

That part of Government Lot 1, Section 29, Township 32 North, Range 25 West, lying Northerly and Easterly of the following described line:

Beginning at a point on the West line of said Government Lot 1, 362.5 feet South of the Northwest corner thereof; thence at an angle of 139 degrees 7 minutes measured from North to East for distance of 339.0 feet; thence deflect to the left on a 1232.6 feet radius curve, delta angle 15 degrees 21 minutes, for 330.2 feet; thence on a tangent to said curve for 200.0 feet; thence deflect to the right on a 1483.48 feet radius curve, delta angle 18 degrees 26 minutes, for 477.3 feet; thence on tangent to said curve for 57.1 feet to a point on the South line of said Government Lot 1, said point being 311.9 feet West of the Southeast corner thereof, and there terminating.

-Or upon recording-

Lot 1, Block 1, Lots 1-11, Block 2, Outlots A, B, and C Pearson Place

(the ‘Subject Property’);

WHEREAS, the City of Ramsey received a sketch plan for Pearson Place from the Developer on May 4, 2017; and

WHEREAS, the Planning Commission reviewed the sketch plan on June 1, 2017; and

WHEREAS, the City of Ramsey received an application for the preliminary plat of Pearson Place on June 1, 2017; and

WHEREAS, the Ramsey Environmental Policy Board (EPB) considered the tree preservation and landscape plan pertaining to the preliminary plat on June 19, 2017.

WHEREAS, on July 6, 2017, the Ramsey Planning Commission conducted a public hearing regarding the proposed preliminary plat and zoning amendment and recommended approval; and

WHEREAS, on July 25, 2017, the Ramsey City Council approved the preliminary plat and introduced an ordinance to rezone the Subject Property to a Planned Unit Development (PUD); and

WHEREAS, on September 15, 2017, the City of Ramsey received an application for final plat for Pearson Place; and

WHEREAS, on October 24, 2017, the Ramsey City Council approved the Final Plat; and

WHEREAS, on June 19, 2020, the City of Ramsey received a Land Surveyor's Certificate of Plat Corrections document from Otto Associates, the surveyor that originally prepared the plat for Pearson Plat, outlining five (5) minor errors on the plat that required correction.

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

1) That the Ramsey City Council hereby grants approval of the corrections to the Pearson Place Plat that are outlined in the Land Surveyor's Certificate of Plat Corrections.

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

and the following voted against the same:

and the following abstained:

and the following were absent:

whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this 14th day of July, 2020

_____
Mayor

ATTEST:

_____
City Clerk

CC Regular Session **5. 7.**

Meeting Date: 07/14/2020

By: Katie Schmidt, Administrative Services

Information

Title

Adopt Resolution #20-140 Appointing Election Judges for the Primary Election on August 11, 2020

Purpose/Background:

For each Election, Council is asked to formally appoint election judges to work the polling locations. A resolution is attached appointing election judges to serve for the Primary Election scheduled for August 11, 2020.

Minnesota State Statute 204B.22 is attached. The statute references the number of election judges that are required under the law. In this case, the minimum number of judges required is four per polling location. Ramsey will have all eight polling locations open for the election. Staff's recommendation at this time is to secure approximately seventy-eight election judges. The pandemic has had a significant impact on the City's recruitment efforts. Due to the fluidity of election judges' availability there will very likely be changes that occur with regard to judges that are actually assigned to work the election. Staff requests the Council authorize staff to train and hire additional election judges not named here, should the need arise.

Note: The last day to appoint election judges is Friday, July 17, 2020.

Funding Source:

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

Recommendation:

Staff recommends Council adopt the Resolution appointing Election Judges for the 2020 Primary Election.

Action:

Motion to adopt Resolution #20-140 Appointing Election Judges for the Primary Election on August 11, 2020.

Attachments

Resolution #20-140

Statute 204B.22

Form Review

Inbox	Reviewed By	Date
Colleen Lasher	Colleen Lasher	07/06/2020 12:31 PM
Kurt Ulrich	Kurt Ulrich	07/09/2020 11:29 AM
Form Started By: Katie Schmidt		Started On: 06/23/2020 11:10 AM
Final Approval Date: 07/09/2020		

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #20-140

RESOLUTION APPOINTING ELECTION JUDGES FOR THE PRIMARY ELECTION ON AUGUST 11, 2020

WHEREAS, the City of Ramsey will be conducting a Primary Election on Tuesday, August 11, 2020; and

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

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

WHEREAS, when necessary, regular City staff working as judges on election day will be paid their normal hourly wage.

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

1) That the following individuals be appointed to serve as election judges for the Primary Election to be held on August 11, 2020:

   Linda Anderson, Robert Anderson, Mark Barrett, Lisa Becker, Julia Bishop, Angela Bizal, Susan Brockman, Janet Cameron, Peggy Chapman, PaulaJean Chicoine, Katrina Cooper, Sarah Cooper, Katherine Dague, Tim Dusbabek, Patricia Dusbabek, Elizabeth Edwards, Michele Elifrits, Marivic Engquist, Luke Frisco, Sylvia Frolik, Caroline Goldenstein, Colleen Graber, Deb Hanson, Gena Hatton, Brian Heichel, Andrea Herrmann, Andrea Hillebregt, Andy Hillebregt, Jim Holt, Margaret (Peggy) Howe, Douglas Johnson, Diana Johnson, Mary Ann Kellner, Kylene Koblauch, Robert Koch, Louise Kvick, James Lahr, Cheryl Lemm, Cyndi Lemmon, Jean Lewandowski, Pat Maxey, David May, Lauren Moberg, Nancy Nelson, David Newton, Ione Olson, Judith Olson, Joyce Prior, Alice Rasmussen, Alfred Resler, Alicia Reynold-Minear, Kathyn Richter, Anna Schmidt, Beverly Semanko, Becky Smith, Amir Subhan, Lavonne Suckow, Lonny Suckow, Mary Thesing, Megan Werner, Jill Winger and Mark Winger.

2) That the following individuals be appointed to serve as head judges for the Primary Election to be held on August 11, 2020:

   Bruce Anderson, Billie Jo Bishop, Sandra Conlon, Richard (Scott) Cords, Beverly Dehn, Kevin Efram, Timothy Graber, Vicki Hermann, A.C. (Del) Howe III, Tom Hoxter, Sue Hurd, Bruce Johnson, Makayla Miller, Stephen Rothstein, Derek Scheuermann and Katie Schmidt.

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

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

and the following voted against the same:

and the following abstained:

and the following were absent:

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 14th day of July 2020.

_____
Mayor

ATTEST:

_____
City Clerk

204B.22 ELECTION JUDGES; NUMBER REQUIRED.

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

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

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

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

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

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

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CC Regular Session **5. 8.**

Meeting Date: 07/14/2020

By: Bruce Westby, Engineering/Public Works

Information

Title

Adopt Resolution #20-141 Authorizing Use of Anoka County Housing and Redevelopment Authority Funds for Puma Street Improvements, Improvement Project #20-04

Purpose/Background:

Purpose:

The purpose of this case is to adopt Resolution #20-141 authorizing the use of Anoka County Housing and Redevelopment Authority Funds for Puma Street Improvements, Improvement Project #20-04.

Background:

The proposed Puma Street Improvements will support two residential developments that will access Puma Street, south of Alpine Drive. The two developments include Alpha Development by Paxmar/AKM Farms on the east side of Puma Street, and Riverstone 4th Addition by Capstone Homes on the west side. On June 23, 2020, bids were accepted and a Contract for construction was awarded to Douglas-Kerr Underground, L.L.C. in the amount of $622,062.11 for the Puma Street Improvements, Improvement Project #20-04.

The improvements generally consist of reconstructing the northerly 1,050 feet of Puma Street and the adjacent regional trail south of Alpine Drive, including a realignment of Puma Street to align with Okapi Street north of Alpine Drive. The existing temporary pavement section will be replaced with a permanent street section including a 9-ton bituminous pavement section, concrete curb and gutter, storm sewer, and associated appurtenant improvements. Trunk sanitary sewer and watermain will also be extended under Puma Street, allowing these developments to be served by municipal utilities.

Notification:

Notifications are not required for this case.

Observations/Alternatives:

Alternative #1 – Motion to adopt Resolution #20-141 authorizing Staff to request $490,000 in Anoka County Housing and Redevelopment Authority funds for street and trail project costs for Puma Street Improvements, Improvement Project #20-04.

Funding Source:

Douglas-Kerr Underground, L.L.C. was the lowest responsible bidder and was awarded the Contract for construction for the Puma Street Improvements in the amount of $622,062.11. Adding indirect costs in the amount of 25-percent for administrative, engineering, finance and legal costs results in total project costs of $777,577.64.

Project costs are proposed to be funded in part by the City, and in part by two developers, Capstone Homes and Paxmar/AKM Farms. The proposed cost contributions for each party are outlined in the attached spreadsheet. These costs are based on the low bid.

The City is proposed to contribute $19,268.77 for the 4.10 net acres of real property it owns fronting Puma Street, plus another $143,100 since Puma Street is a collector street on the City's Municipal State Aid Street system and therefore provides regional public benefit. The City's total contribution is therefore proposed to be $162,368.77.

It is proposed that Capstone Homes contribute $182,021.01 for the 38.97 net acres of real property they own fronting Puma Street.

It is proposed that Paxmar/AKM Farms contribute $142,795.31 for the 30.50 acres of real property they own fronting Puma Street.

Capstone Homes has requested that the City assess them for the share of project costs benefiting their property. Conversely, Paxmar/AKM Farms does not support being assessed at this time so the Chapter 429 assessment process must be followed, including the Assessment Hearing on October 13, 2020. However, since assessments will not be paid in advance and will instead be paid over time, the City must fund all of the improvements up front. This will include project costs for trunk municipal utilities construction, which total $290,392.55 based on the low bid, as well as project costs for street and trail construction, which total $487,185.09 based on the low bid. Since these costs may change based on actual construction costs Staff recommends requesting $490,000 in ACHRA funds.

Trunk municipal utilities project costs will be paid through City sewer and water funds. The developer's share of these costs will be recovered through development trunk fees.

Funding sources available to the City to pay for street and trail project costs include Anoka County Redevelopment Authority (ACHRA) funds, Public Improvement Revolving (PIR) funds, and Municipal State Aid (MSA) funds. Staff proposes to use ACHRA funds since MSA funds will be in high demand to cover future MSA street overlay and reconstruction project costs plus eligible improvements along Highway 10, and PIR funds are identified as a funding source for numerous Capital Improvement Plan improvements. According to Anoka County the City's current ACHRA fund balance is $1,401,903.59 (not including first half 2020 property tax settlement), which is sufficient to cover the street and trail project costs.

Staff is working with Capstone to finalize their assessment payment plan. The assessment payment plan for Paxmar/AKM Farms will be formalized at the time they develop their property. The details of all assessment payments will be discussed at the Assessment Hearing on Tuesday, October 13, 2020.

Recommendation:

Staff recommends alternative #1 to support current and continued development in the area.

Action:

Motion to adopt Resolution #20-141 authorizing Staff to request $490,000 in Anoka County Housing and Redevelopment Authority funds for street and trail project costs for Puma Street Improvements, Improvement Project #20-04.

Attachments

Resolution 20-141

Project Cost Sharing

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	07/09/2020 11:44 AM
Form Started By: Bruce Westby		Started On: 06/30/2020 11:19 AM
Final Approval Date: 07/09/2020		

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

RESOLUTION #20-141

RESOLUTION AUTHORIZING USE OF ANOKA COUNTY HOUSING AND REDEVELOPMENT AUTHORITY FUNDS 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 twelve bids were received, opened, and tabulated on June 19, 2020; and

WHEREAS, pursuant to Ramsey City Council Resolution #20-130, adopted June 23, 2020, the low bid of Douglas-Kerr Underground, L.L.C. of Mora, Minnesota, was accepted 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, and a Contract for construction was awarded to said bidder.

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

1) The City Administrator is hereby authorized and directed to request funds from the Anoka County Housing and Redevelopment Authority for and on behalf of the City of Ramsey in the amount of $490,000 for said improvements.

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 14th day of July, 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	-$290,392.55
Subtotal	*$487,185.09*
Municipal Contribution to Collector Road	-$143,100.00
Assessment Amount	**$344,085.09**

Based on a Council directed target 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%	$142,795.31
City (Outlot C, Alpha Development)	4.1	5.60%	$19,268.77
Capstone/Riverstone (Outlot H, Riverstone)	38.97	52.90%	$182,021.01
Total	**73.57**	**100.00%**	**$344,085.09**

Total City Contribution	
Assessment Amount as Real Property Owner	$19,268.77
Municipal Contribution to Collector Road	$143,100.00
Total	**$162,368.77**
Percentage of Total Project Minus Utilities	*33.33%*

Total Contribution by Party			
Property/Party	**Amount**	**Percentage**	
Paxmar/AKM Farms (Outlot A, Alpha Development)	$142,795.31	29.31%	
City (Outlot C, Alpha Development) + Municipal Contribution to Collector	$162,368.77	33.33%	*33.3% (1/3) was target*
Capstone/Riverstone (Outlot H, Riverstone)	$182,021.01	37.36%	
Total Project Costs minus Utilities	*$487,185.09*	*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

CC Regular Session **5. 9.**

Meeting Date: 07/14/2020

By: Bruce Westby, Engineering/Public Works

Information

Title

Adopt Resolution #20-142 Authorizing Requests for Quotes to Relocate Sand Stockpiled on The COR Infiltration Basin site to Municipal Plaza Park

Purpose/Background:

Purpose:

The purpose of this case is to adopt Resolution #20-142 authorizing Requests for Quotes to relocate the sand stockpiled on The COR Infiltration Basin site to the Municipal Plaza park site.

Background:

The COR Infiltration Basin Improvements produced approximately 8,000 cubic yards of excess sand, which is stockpiled north of the infiltration basins. Plans to relocate this sand stockpile to the Municipal Plaza park property located north of Sunwood Drive and west of Center Street have been discussed with the Public Works Committee. The consensus of the Committee is to use this sand for filling Municipal Plaza park as soon as practical.

Final plans for The COR Infiltration Basin Improvements determined that 35,000 cubic yards of excess sand would be generated. Less than half the excess sand was to be used to fill in two low-lying City-owned properties in The COR including the property east of Zeolite Street between Veteran's Drive and Sunwood Drive, and the Municipal Plaza park property. The remaining sand was to be stockpiled on City-owned property to the north.

Excess sand was never placed on the Municipal Plaza park property due to two issues that arose early in the project. First, an unmarked fiber optic line needed to be relocated, which delayed construction for a few weeks. Second, a deep topsoil vein was discovered which further delayed construction and reduced the volume of excavated sand. The delays in construction and reduction of excess sand resulted in a decision to haul and place the excess sand on the property east of Zeolite Street first. There simply was not enough time to establish new turf on the Municipal Plaza park property to ensure it could handle the heavy foot and vehicle traffic generated by the Happy Days festival, including all of the site preparation activities that occur a week or two before the festival itself.

Upon completion of The COR Infiltration Basin Improvements, Staff surveyed the excess sand that was stockpiled on the City-owned property north of the basins and found the volume to be just under 8,000 cubic yards. Based on grading plans completed by Bolton and Menk, approximately 8,000 cubic yards will be needed to fill the Municipal Plaza park property.

The work required to relocate the sand stockpile to the Municipal Plaza park property includes installing erosion control measures (silt fence) on the Municipal Plaza property before stripping the existing topsoil to expose the underlying granular base material and stockpiling the topsoil on the adjacent City-owned property to the west. The base material must then be tested, compacted and documented. The stockpiled sand can then be hauled to the Municipal Plaza park, where it must be dumped, leveled and compacted in specified lifts. The stockpiled topsoil must then be spread evenly across the compacted sand, after which it must be seeded and mulched. Lastly, the original sand stockpile site north of the infiltration basins must be leveled before topsoil is spread and seed and mulch applied.

Attached is a figure showing the Municipal Plaza park property that will be filled with the excess sand. Though the figure includes cross sections showing an undulating surface, Staff plans to grade the site with a flat surface that will

sheet-flow stormwater runoff to adjacent streets. A new localized low point will be created on the westerly park property boundary that will result in some standing water during and following larger rain events for a period of time, which currently occurs just closer to Center Street.

A quote for completing this work through The COR Infiltration Basin Improvements project was requested this spring from the project contractor, Northern Lines Contracting. They responded that they are not interested in completing the work at this time. Staff then obtained verbal quotes for this work from other contractors. The quotes generally ranged between $55,000 and $63,000.

Following Council approval, Staff will solicit at least three written Requests for Quotes for completing this work in accordance with the City's Purchasing Policy.

Notification:

Notifications are not required for this case. Following Council approval to solicit Requests for Quotes, Staff will request quotes directly from at least three contractors.

Observations/Alternatives:

Observations:

The 8,000 cubic yard sand stockpile is currently situated on the City-owned property north of the new infiltration basins, which is currently marketed for sale. Relocating the sand to the Municipal Plaza park site will allow for more timely development of the Municipal Plaza park, remove the stockpile from the City-owned property marketed for sale, and reduce the amount of fill ultimately needed to develop The COR. It is currently estimated that The COR will require over 300,000 cubic yards of clean fill to fully develop.

Alternatives:

Alternative #1: Motion to recommend City Council authorization to request written quotes to relocate the sand stockpile north of the COR infiltration basins to use as fill on the Municipal Plaza park property.

Funding Source:

The estimated cost to relocate the sand stockpile to Municipal Plaza park is $60,000. As previously discussed, this work was originally proposed to be completed through the COR Infiltration Basin Improvements project, which is being funded by Stormwater funds. Since this work must now be completed outside of that contract, Staff proposes to use a combination of Stormwater funds and Park Dedication funds.

Stormwater funds are proposed to pay for all work required to load and haul the sand to the Municipal Plaza park property, and to establish new turf on the current stockpile site.

Park Dedication funds are proposed to pay for all work required to fill the Municipal Plaza park property including stripping, stockpiling and re-spreading topsoil, leveling and compacting the sand in 1-foot lifts, and establishing turf.

The Request for Quotes will include pay items for each task specific to each site so final costs can be allocated appropriately between the funds.

Recommendation:

Staff recommends Alternative #1 for reasons noted herein.

On June 16, 2020, the Public Works Committee unanimously adopted a motion to recommend City Council approval to solicit quotes to relocate the sand stockpile from the COR Infiltration Basin site to Municipal Plaza park. A draft copy of the meetings are attached for reference.

Though the Public Works Committee meeting minutes provide direction to complete the work after Happy Days events are over, based on recent discussions with Council Staff is of the understanding that the Municipal Plaza park property will not be used for Happy Days activities so Requests for Quotes will not require work to start after

Happy Days. Work will therefore be allowed to start as soon as Contracts are executed and a Notice to Proceed is issued, which will of course not occur until after the City Council accepts quotes and awards a construction contract, which is anticipated to occur on July 28, 2020.

Action:

Motion to recommend City Council authorization to request written quotes to relocate the sand stockpile north of the COR infiltration basins to use as fill on the Municipal Plaza park property.

Attachments

Resolution 20-142
Draft 061620 PWC Minutes
Muni Plaza Figure

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	07/09/2020 02:51 PM
Form Started By: Bruce Westby		Started On: 06/30/2020 11:22 AM
Final Approval Date: 07/09/2020		

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

RESOLUTION #20-142

RESOLUTION AUTHORIZING REQUESTS FOR QUOTES TO RELOCATE SAND STOCKPILED ON THE COR INFILTRATION BASIN SITE TO THE MUNICIPAL PLAZA PARK SITE

WHEREAS, pursuant to Ramsey City Council Resolution #19-165, adopted June 11, 2019, the low bid of Northern Lines Contracting, Inc. of Bloomington, Minnesota, was accepted in the amount of $607,136.11 for the total bid for construction of The COR Infiltration Basin Improvements, Improvement Project #18-09, in accordance with the approved plans and specifications and advertisement for bids, and a Contract for construction was awarded to said bidder; and

WHEREAS, approximately 8,000 cubic yards of excess sand was generated from said improvements, is City property, and is stockpiled north of the infiltration basins on City-owned land; and

WHEREAS, on June 16, 2020, the Public Works Committee unanimously adopted a motion to recommend City Council approval to solicit quotes to relocate the sand stockpile from the COR Infiltration Basin site to Municipal Plaza park.

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

1) The City Administrator is hereby authorized and directed to request written quotes on behalf of the City of Ramsey to relocate the excess sand stockpile generated by The COR Infiltration Basin Improvements to use as fill on the Municipal Plaza park property.

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 14th day of July, 2020.

_____
Mayor

ATTEST:

_____
City Clerk

5.01: Provide City Council Recommendation to Relocate Sand Stockpiled on COR Infiltration Basin Site

City Engineer Westby reviewed the staff report and recommendation that the Committee recommend City Council approval to solicit quotes to relocate the sand stockpile from the COR Infiltration Basin site to use as fill on the Municipal Plaza park property. He stated that a mix of stormwater funds and park dedication funds could be used for this purpose.

Councilmember Riley stated that the City has trucks and a loader and asked if staff could complete this.

Public Works Superintendent Riemer replied that would be a large project for the public works staff and would take time away from their regular duties.

Councilmember Menth asked if the land would be placed for sale.

City Engineer Westby confirmed that parcel is listed for sale. He confirmed that the City does have the topsoil to place on the site.

Councilmember Riley asked the timeframe.

City Engineer Westby stated that the City can dictate the timeframe.

Councilmember Riley stated that he would like to see the pile of sand moved but would not want it to interfere with Happy Days and would like to see the work completed after that time. He asked if the City would need to go for bid.

City Engineer Westby replied that the City could solicit quotes because of the lower cost.

Motion by Councilmember Riley, seconded by Councilmember Menth, to recommend City Council approval to solicit quotes to relocate the sand stockpile from the COR Infiltration Basin site to Municipal Plaza park.

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

Councilmember Riley asked for an update on the infiltration basin.

City Engineer Westby stated that the contractor wired the drives backwards, therefore when the switch was powered it fried the drives and new drives are needed. He stated that the City requested a three-month extension from the Lower Rum River Water Management Organization (LRRWMO). He stated that all the work is completed with the exception of that control panel. He confirmed that it was a contractor error and will have no additional cost to the City.

Councilmember Menth asked the name of the electrical contractor.

City Engineer Westby was unsure.

Councilmember Menth commented that he has installed many drives and typically that part is available on the shelf. He asked staff to follow up and provide him with those details.

5.02: Provide City Council Recommendation to Reallocate Excess 2020 Crackseal Improvement Funds

City Engineer Westby reviewed the staff report and asked the Committee for input on reallocation of excess 2020 Crack Sealing Improvement funds.

Chairperson Kuzma commented that he would not be opposed to holding the funds for the next year.

Councilmember Riley stated that it is a tough position because there is an ongoing concern with deteriorating road conditions but then this is a situation where there are funds available to be used.

Public Works Superintendent Riemer commented that some funds could be allocated to the spray patching contract but did not believe the full amount could be utilized this year.

Councilmember Riley commented that he would be okay with allocating some additional funds to spray patching.

City Engineer Westby stated that staff is working on the performance measurements. He stated that staff reviewed the average PASER ratings today and there has been a gradual decline in the average City-wide PASER ratings since 2015. He reviewed the reallocation of funds from the annual crack seal and sealcoat funds that was previously directed by Council. He stated that $250,000 was reallocated for a mill and overlay project for Business Park 95. He stated that there was not a follow up discussion as to whether the project should include assessments, either in whole or in part based on the timing of the improvements. He stated that staff did not move forward on that project since most streets in Business Park 95 would not support a mill and overlay project and had concentrated their efforts on Variolite Street during the pandemic. He stated that significant patching has occurred on Business Park 95 and perhaps it would make more sense to delay that project to allow additional discussions on Pavement Management Program funding options to take place.

Chairperson Kuzma noted that if franchise fees move forward, there will not be a need for assessments.

City Engineer Westby stated that once the GPR data is received, the City may identify other projects more in need for 2021, other than Business Park 95.

Councilmember Menth asked if core drills have been completed on Business Park 95 to determine if mill and overlay would work.

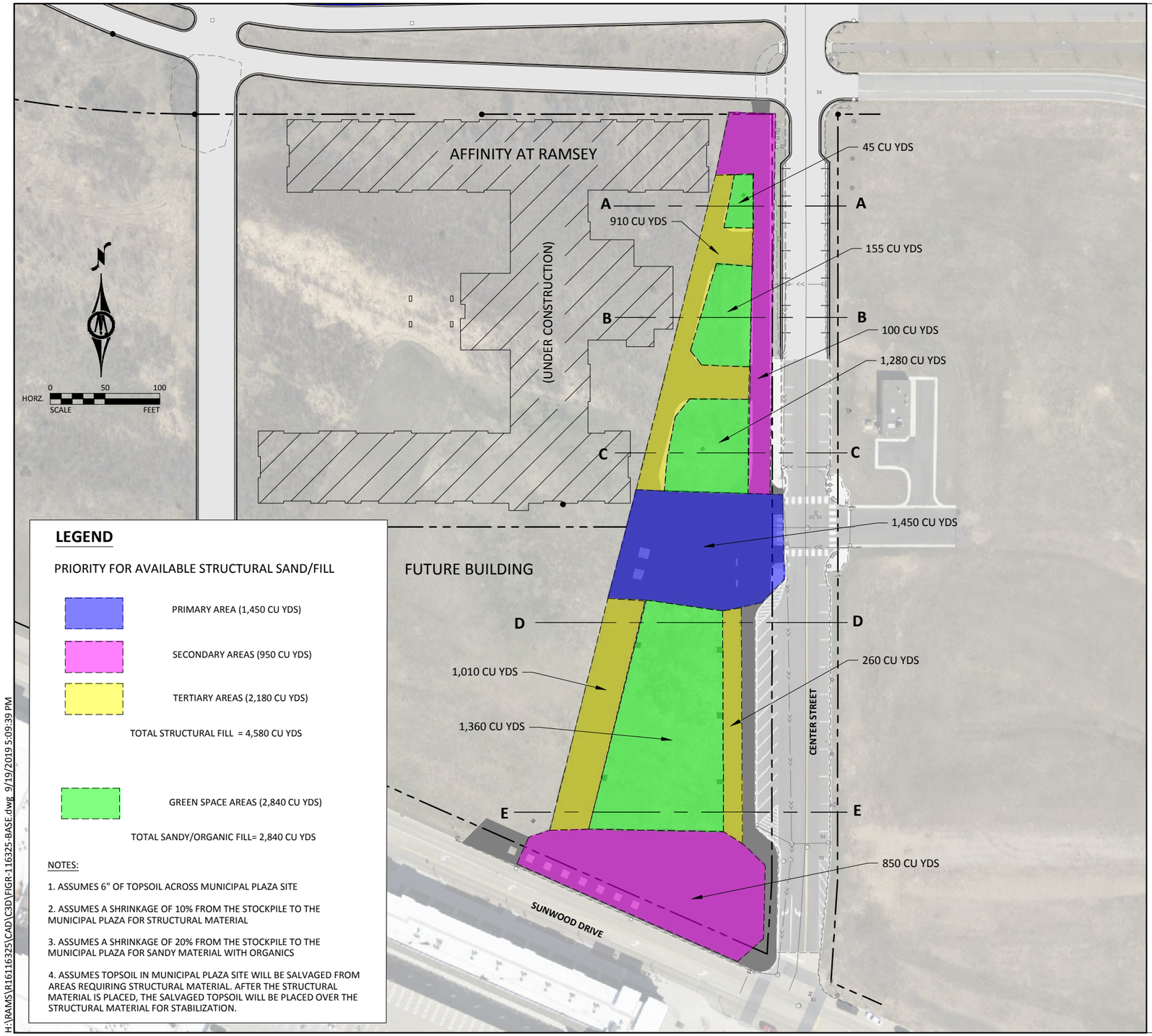
RAMSEY MUNICIPAL PLAZA

CITY OF RAMSEY

GRADING PLAN

SEPTEMBER 2019

BOLTON & MENK



LEGEND

PRIORITY FOR AVAILABLE STRUCTURAL SAND/FILL

PRIMARY AREA (1,450 CU YDS)

SECONDARY AREAS (950 CU YDS)

TERTIARY AREAS (2,180 CU YDS)

TOTAL STRUCTURAL FILL = 4,580 CU YDS

GREEN SPACE AREAS (2,840 CU YDS)

TOTAL SANDY/ORGANIC FILL= 2,840 CU YDS

NOTES:

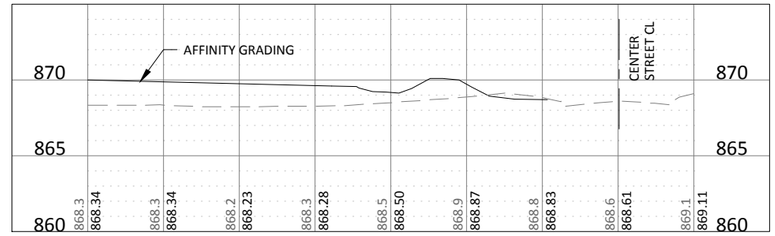
1. ASSUMES 6" OF TOPSOIL ACROSS MUNICIPAL PLAZA SITE

2. ASSUMES A SHRINKAGE OF 10% FROM THE STOCKPILE TO THE MUNICIPAL PLAZA FOR STRUCTURAL MATERIAL

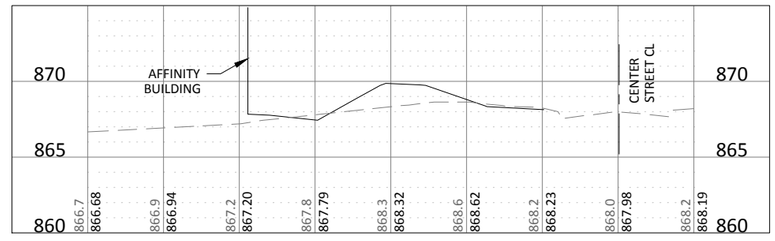
3. ASSUMES A SHRINKAGE OF 20% FROM THE STOCKPILE TO THE MUNICIPAL PLAZA FOR SANDY MATERIAL WITH ORGANICS

4. ASSUMES TOPSOIL IN MUNICIPAL PLAZA SITE WILL BE SALVAGED FROM AREAS REQUIRING STRUCTURAL MATERIAL. AFTER THE STRUCTURAL MATERIAL IS PLACED, THE SALVAGED TOPSOIL WILL BE PLACED OVER THE STRUCTURAL MATERIAL FOR STABILIZATION.

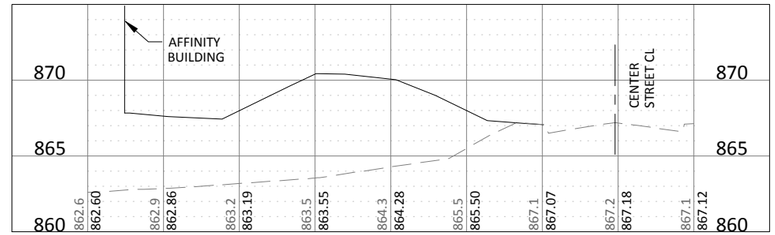
A-A



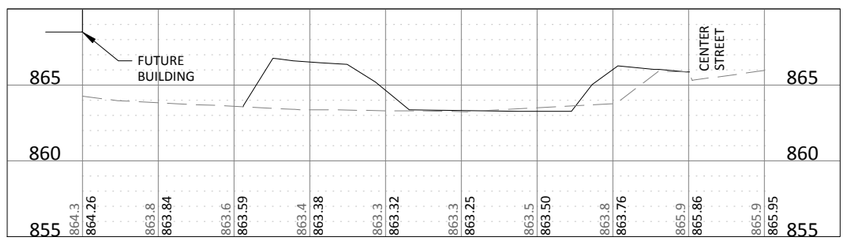
B-B



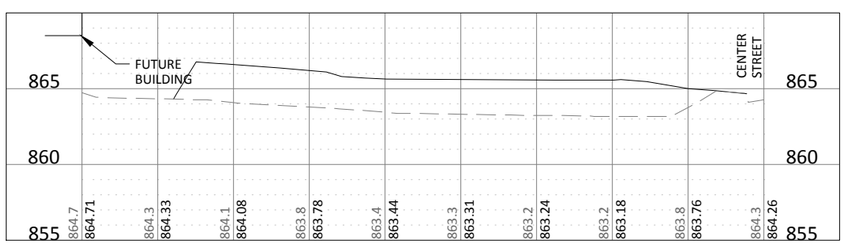
C-C



D-D



E-E



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CC Regular Session **5. 10.**

Meeting Date: 07/14/2020

Submitted For: Sean Sullivan, Community Development

By: Sean Sullivan, Community Development

Information

Title:

~~Adopt Resolution #20-143 Approving Second Addendum to Lease with Youth First Community of Promise for Use of Outdoor Areas~~ **Please Note: This case was moved to the Regular Agenda as Case 7.6.**

Purpose/Background:

Purpose: Consider addendum to existing lease that allows the permitted the use of adjacent vacant lot (Outlot A, Deal Industrial Park) until December 31, 2021.

Background: Youth First Community of Promise has been using the adjacent lot to the building it leases at 6701 Hwy 10 for outdoor activities during the term of its current lease. Over the years these activities have included volleyball, soccer, gardening and other activities for the students in their community program. The garden is a popular use and Youth First has requested to put up a small shed next to the existing garden to keep its tools and other needed supplies. Staff was processing the permit/request to put up the temporary shed and discovered that the current lease did not specify the use of the adjacent parcel. In order to "clean-up" the lease and to allow for the erecting of a temporary garden shed, an addendum allowing this use is required.

Notification:

N/A

Observations/Alternatives:

Observations:

City Staff has worked with the City Attorney to draft a Second Addendum to the existing lease that would allow for the use of the Outlot A, Deal Industrial Park until the current lease ends on December 31, 2021. When it comes time to renegotiate a potential future lease the use of of the adjacent outlot should be clearly outlined.

Key Addendum Terms

- Rent - Included in the $1.00 existing lease
- Term - Terminates when current lease ends December 31, 2021.
- Liability - Liability Insurance to be provided by Youth First Community of Promise
- Use - The Vacant Lot may only be used for gardening, including the erection of a temporary shed as permitted in writing by the City, and for outdoor recreation, consistent with and in support of Tenant's educational and outreach programs. No additional structures of any kind may be built on the Vacant Lot. Any other use of the Vacant Lot must be approved in writing by Landlord prior to commencing such use. Proper "social distancing" needs to be utilized.

Alternatives:

1. Approve Resolution #20-143 Approving Second Addendum to Lease with Youth First Community of Promise (As presented)
2. Approve Resolution #20-143 Approving Second Addendum to Lease with Youth First Community of Promise (With Modifications)
3. No Action - (Do not lease adjacent lot to Youth First Community of Promise)

Funding Source:

The City is foregoing potential lease revenue (for the RALF Fund) that could be generated from the market rate leasing of this space. However it is unlikely that this parcel could be leased by anyone else aside from Youth First Community of Promise.

Recommendation:

Staff recommend adoption of Resolution #20-143 as presented.

Action:

Motion to Approve Resolution #20-143 Approving Second 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.

Attachments

Site Location Map
ACTION - Resolution #20-143
ACTION - Draft Second Addendum
Executed 1st Addendum
Executed Original Lease

Form Review

Inbox	Reviewed By	Date
Tim Gladhill	Sean Sullivan	07/06/2020 03:38 PM
Sean Sullivan (Originator)	Sean Sullivan	07/06/2020 03:41 PM
Tim Gladhill	Tim Gladhill	07/09/2020 07:57 AM
Kurt Ulrich	Kurt Ulrich	07/09/2020 02:55 PM
Form Started By: Sean Sullivan		Started On: 07/02/2020 11:15 AM
Final Approval Date: 07/09/2020		

Site Map - Youth First Addendum



Print Date: July 6, 2020

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

RESOLUTION #20-143

RESOLUTION APPROVING SECOND ADDENDUM TO LEASE WITH YOUTH FIRST COMMUNITY OF PROMISE

WHEREAS, the City of Ramsey (the "Landlord") executed a Lease Agreement (the "Agreement") with Youth First Community of Promise (the "Tenant") on October 26, 2016 to lease the southerly 4,820 square feet of 6701 Hwy 10 (the "Current Property") from January 1, 2017 until December 31, 2021; and

WHEREAS, the City of Ramsey (the "Landlord") executed an Addendum the Lease Agreement (the "Addendum") with Youth First Community of Promise (the "Tenant") on June 9, 2020 to lease the West 4,820 square feet of 6701 Hwy 10 (the "Temporary Lease Property") from June 15, 2020 until August 31, 2020; and

WHEREAS, the Tenant has requested to erect a temporary shed next to the garden on Outlot A, Deal Industrial Park (the "Vacant Adjacent Lot"); and

WHEREAS, the City Attorney has drafted a Second Addendum to the Lease Agreement (the "Second Addendum") outlining the terms and conditions of the lease and use of the Vacant Adjacent Lot.

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 authorizes the Mayor and City Administrator to execute the attached Second Addendum to the Lease Agreement; subject to City Attorney approval.

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

and the following voted against the same:

and the following abstained:

and the following were absent:

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 14th day of July, 2020.

_____
Mayor

ATTEST:

_____
City Clerk

SECOND ADDENDUM
TO
LEASE AGREEMENT

This Second Addendum to the Lease Agreement dated October 26, 2016, by and between **Youth First Community of Promise** and the **City of Ramsey**, is effective July _____, 2020.

Recitals

A. Tenant rents 4,820 square feet of space in Landlord's building located at 6701 Highway 10 Northwest.

B. The adjacent vacant property to the southeast is owned by Landlord and legally described as follows (the Vacant Lot):

> Outlot A, Deal Industrial Park, County of Anoka, State of Minnesota.
>
> PID 34-32-25-12-0010

C. Tenant uses the Vacant Lot for gardening and outdoor recreational purposes, and desires to erect a temporary shed on the parcel.

D. Landlord requires that Tenant's use be memorialized in this Second Addendum and be subject to the terms and conditions set forth below.

Agreement

1. **Leased Outdoor Space.** Tenant seeks to rent from Landlord, and Landlord agrees to rent to Tenant, subject to the terms contained herein.

2. **Term.** This Second Addendum runs concurrently with the term of the Lease Agreement, unless otherwise terminated earlier by Landlord or Tenant.

3. **Use.** The Vacant Lot may only be used for gardening, including the erection of a temporary shed as permitted in writing by the City, and for outdoor recreation, consistent with and in support of Tenant's educational and outreach programs. No additional structures of any kind may be built on the Vacant Lot. Any other use of the Vacant Lot must be approved in writing by Landlord prior to commencing such use.

4. **Rent.** Tenant covenants and agrees to pay to Landlord at the Landlord's office without demand rent in the amount of one dollar.

5. **Additional Rent.** In addition to the Rent set forth in Paragraph 4 of this Addendum, Tenant covenants and agrees to pay as additional rent all monies required to be paid by Tenant as set forth in the balance of this Addendum.

Specifically, but not by way of limitation, the reasonable value of any action taken or materials used by Landlord to correct or mitigate any violations of this Second Addendum by the Tenant shall be deemed additional rent and charged to Tenant payable with the Rent as set forth in Paragraph 4.

6. **Real Estate Taxes and Special Assessments.** Landlord is responsible for the payment of all real estate taxes and special assessments pertaining to the Vacant Lot during the Lease Term.

7. **Maintenance.** Tenant shall generally maintain the Vacant Lot in a neat and orderly manner. Landlord is responsible for mowing the property as deemed necessary by the Landlord.

8. **Tenant Improvements.** Other than a small shed as referenced in Paragraph 3, Tenant shall not erect any structures or otherwise make any improvements to the Vacant Lot without written permission from Landlord.

9. **Assignment or Subletting.** Tenant may not assign, transfer, mortgage or encumber this Second Addendum and may not sublet, rent or permit occupancy or use of the Vacant Lot, or any part thereof, by any third party; no assignment or transfer of this Second Addendum or the Lease Agreement shall be effectuated voluntarily, by operation of law, or otherwise. Any of the foregoing will hereinafter be referred to as an "Assignment" for purposes of this Second Addendum.

10. **Entry by Landlord.** Landlord or its agents or representatives may enter the Vacant Lot at all reasonable hours to inspect the same, clean, make repairs, alterations and additions thereto or exhibit the Vacant Lot to prospective tenants, purchasers or others, or for other reasonable purposes as Landlord may deem necessary or desirable, and Tenant shall not be entitled to any abatement or reduction of Rent, or any other sums due. Tenant waives any claim for damages or for any injury or inconvenience or for interference with Tenant's business, and any other loss occasioned thereby.

11. **Default.** If Tenant defaults for 10 days after written notice from Landlord in paying any Rent, including additional rent, or if Tenant shall be declared bankrupt or insolvent according to law or if Tenant shall make an assignment for the benefit of its creditors or if Tenant shall violate or default in any other covenants, agreements, stipulations or conditions herein and such violation or default shall continue for ten 10 days after written notice from Landlord of such violation or default, then and in such case Landlord lawfully may immediately, or at any time thereafter, and without notice or demand, enter into and upon the Vacant Lot, or any part thereof, in the name of the whole, and repossess the same and expel Tenant and those claiming under it and remove their effects, forcibly if necessary, without being taken or deemed to be guilty of any manner of trespass, and prejudice, and Landlord shall have all remedies and recourse which might

otherwise be used by Landlord for arrears of Rent or any breach of covenants contained in this Second Addendum.

12. **Quiet Enjoyment.** Landlord covenants and agrees to allow Tenant to peacefully have, hold and enjoy the Vacant Lot during the Second Addendum Term, provided that Tenant pays the Rent set forth herein and performs all of Tenant's other agreements and obligations set forth herein.

13. **Nuisance.** Tenant shall conduct its business and control its agents, employees, invitees and visitors in such a manner as not to create waste, odors, nuisance, or interfere with, annoy or disturb any other tenant of Landlord.

14. **Hold Harmless and Liability Insurance.** Except in the case of the negligence of Landlord, its agents or its employees, Tenant agrees to indemnify, save, hold harmless and defend Landlord against all claims, losses or liabilities for injury or death to any person or for damage to or loss of use of any property arising or resulting from the occupancy or use by Tenant of the Vacant Lot. Landlord shall not be liable to Tenant, its agents, employees, representatives, customers or invitees for any personal injury, death or damage to property caused by theft, burglary, water, gas, electricity, fire or for any other cause occurring on or about the Vacant Lot. All property kept, stored or maintained in the Vacant Lot shall be so kept, stored or maintained at the sole risk of the Tenant. Tenant further agrees to indemnify, defend and hold harmless Landlord from and against any and all claims arising from any breach or default in the performance of any obligation on Tenant's part to be performed under the terms of this Second Addendum. Further, in no event shall Landlord be liable for damages caused by Tenant or Tenant's employees or agents. The provisions of this Paragraph shall survive the expiration or termination of this Second Addendum with respect to any damage, injury, death, breach or default occurring prior to such expiration or termination.

    During the Second Addendum Term and any extension thereof, Tenant shall at all times have in full force and effect a policy of general public liability insurance in the amount of the greater of $2,000,000.00 per occurrence or the maximum liability for tort liability pursuant to Minnesota Statutes Section 466.04 and any amendments thereto, which insurance shall insure Landlord and Tenant against liability for acts of Landlord and Tenant.

15. **Holding Over.** If Tenant remains in possession of the Vacant Lot, or any part thereof, after the expiration or termination of the Second Addendum Term with the express written consent of Landlord, Tenant shall be deemed to be occupying the Vacant Lot as a Tenant at will, subject to all the conditions, provisions and obligation of this Second Addendum insofar as the same can be applicable to a tenant at will. In the event of holding over by Tenant after expiration or termination of this Second Addendum without the written consent of Landlord, Tenant shall be in breach of this Second Addendum and Landlord shall be entitled

to all of its rights and remedies under this Second Addendum, in law, or in equity. No holding over by Tenant after the Second Addendum Term shall operate to extend the Second Addendum Term or renew this Second Addendum. In the event of any unauthorized holding over, Tenant shall indemnify Landlord against all claims for damages by any other tenant to whom Landlord may have leased all or any part of the Vacant Lot covered hereby effective upon the expiration or termination of the Second Addendum.

16. **Surrender.** At the termination of this Second Addendum, Tenant shall surrender the Vacant Lot to Landlord with the shed removed at Tenant's cost.

17. **Eminent Domain.** If the entire Vacant Lot is taken by any public authority under the power or threat of eminent domain, then the term of this Second Addendum shall cease as of the day possession shall be taken by such public authority, and the Landlord shall make a pro rata refund of any Rent that has been paid in advance by Tenant for a period beyond the date of the taking. In the event that less than the entire Vacant Lot is so taken and provided the Vacant Lot are not rendered untenable thereby, then this Second Addendum shall terminate only at the option of the Landlord. In the event that only a part of the Vacant Lot is so taken and that this Second Addendum does not so terminate, there shall be a pro rata reduction in Rent to the extent that such taking interferes in any way with Tenant's use of the Vacant Lot, and all other terms and provisions of this Second Addendum shall remain in full force and effect. All damages awarded for such taking shall belong to and be the property of the Landlord, irrespective of the basis on which they were awarded.

18. **Subordination.** Tenant agrees that, at the Landlord's election, this Second Addendum shall be subordinate to any land lease or mortgage now on or to be placed in the future on the Vacant Lot and to any and all advances to be made thereunder and to the interest thereon and to all renewals, replacements and extensions thereof, provided that such subordination shall not materially affect either party's obligations under this Second Addendum. Tenant hereby appoints Landlord as its attorney-in-fact to execute such documents as may be required to accomplish such subordination.

19. **No Waiver.** No reference to any specific right or remedy shall preclude Landlord from exercising any other right or from having any other remedy or from maintaining any action to which it may otherwise be entitled ether at law or in equity. Landlord's failure to insist upon a strict performance of any covenant of this Second Addendum or to exercise any option or right herein contained shall not be a waiver or relinquishment for the future of such covenant, right or option; but the same shall remain in full force and effect.

20. **Captions.** The captions and headings herein are for convenience and reference only.

21. **No Partnership.** This Second Addendum does not create a joint venture or partnership relation between the parties hereto.

22. **Notices.** All communications, demands, notices or objections permitted or required to be given or served under this Second Addendum shall be in writing and shall be deemed to have been duly given or served if delivered in person to the other party or its duly authorized agent or if deposited in the United States mail, postage prepaid, for mailing by certified or registered mail, return receipt requested, and addressed to the other party to this Second Addendum at the addresses set forth below for each party, or if to a person not a party to this Second Addendum, to the address designated by a party to this Second Addendum in the foregoing manner.

Landlord: City Administrator
City of Ramsey
7550 Sunwood Drive
Ramsey, Minnesota 55303

Tenant: Executive Director
Youth First Community of Promise
6701 Highway 10 N.W.
Ramsey, MN 55303

Either party may, by written notice to the other party, designate a different address to which notices must be sent. Such written notice designating a different address must state the party's newly designated address and must be provided by following the above notice requirements. Commencing on the 10th day after a party gives notice designating a new address to which notices must be sent, the newly designated address shall be the party's address for the purpose of all communication, demands, notices or objections permitted or required to be given or served under this Second Addendum.

23. **Force Majeure.** The time within which any of the parties hereto shall be required to perform any act or acts under this Second Addendum, except for the payment of monies, shall be extended to the extent that the performance of such act or acts shall be delayed by acts of God, fire, windstorm, flood, explosion, collapse or structures, riot, war, labor and/or legal disputes, delays or restrictions by government bodies, inability to obtain or use necessary materials or any cause beyond the reasonable control of such party, provided however that the party entitled to such extension hereunder shall give prompt notice to the other party of the occurrence causing such delay.

24. **Minnesota Law.** This Second Addendum shall be construed and enforced in accordance with the laws of the State of Minnesota. The parties agree that the

Minnesota state courts will have exclusive jurisdiction over any dispute arising out of this Second Addendum.

25. **Entire Agreement.** This Second Addendum constitutes the entire agreement between the parties relating to the subject matter described herein. The terms of this Second Addendum are contractual and are intended to be legally binding. This Second Addendum supersedes any and all prior agreements between the parties relating to the subject matter described herein. No party has relied upon any statements, representations, or promises that are not set forth in this Second Addendum. No changes to this Second Addendum will be valid or enforceable unless they are in writing and signed by all the parties.

26. **Equal Drafting.** In the event any party asserts a provision of this Second Addendum is ambiguous, this Second Addendum must be construed to have been drafted equally by the parties.

27. **Savings Clause.** Each provision of this Second Addendum is separate and distinct and individually enforceable. In the event any provision hereof or the application of any such provision under any circumstance is declared to be unlawful or invalid, the enforceability of all the other provisions shall not be affected.

28. **Counterparts.** This Second Addendum may be executed in multiple counterparts, each of which shall be an original, but all of which together shall constitute a single agreement.

[Remainder of page left blank intentionally.]

IN WITNESS WHEREOF, the parties hereto have executed this Second Addendum the date and year first above written.

Landlord's Address:

City Administrator
7550 Sunwood Drive
Ramsey, Minnesota 55303

CITY OF RAMSEY

By: _____
Its: Mayor

ATTEST:

By: _____
Its: City Administrator

STATE OF MINNESOTA)
)ss.
COUNTY OF ANOKA)

The foregoing instrument was acknowledged before me this _____ day of _____, 2020, by John LeTourneau, the Mayor, and Kurtis G. Ulrich, the City Administrator, of the City of Ramsey, a Minnesota municipal corporation, under the laws of the State of Minnesota, on behalf of the Corporation.

_____
Notary Public

Tenant's Address:

Executive Director
Youth First Community of Promise
6701 Highway 10 N.W.
Ramsey, MN 55303

By: _____
Its:

STATE OF MINNESOTA)
)ss.
COUNTY OF ANOKA)

The foregoing instrument was acknowledged before me this _____ day of _____, 2020, by _____, the _____ of Youth First Community of Promise, a Minnesota non-profit corporation, under the laws of the State of Minnesota, on behalf of the Corporation.

_____
Notary Public

SECOND ADDENDUM
TO
LEASE AGREEMENT

This Second Addendum to the Lease Agreement dated October 26, 2016, by and between **Youth First Community of Promise** and the **City of Ramsey**, is effective July _____, 2020.

Recitals

A. Tenant rents 4,820 square feet of space in Landlord's building located at 6701 Highway 10 Northwest.

B. The adjacent vacant property to the southeast is owned by Landlord and legally described as follows (the Vacant Lot):

> Outlot A, Deal Industrial Park, County of Anoka, State of Minnesota.
>
> PID 34-32-25-12-0010

C. Tenant uses the Vacant Lot for gardening and outdoor recreational purposes, and desires to erect a temporary shed on the parcel.

D. Landlord requires that Tenant's use be memorialized in this Second Addendum and be subject to the terms and conditions set forth below.

Agreement

1. **Leased Outdoor Space.** Tenant seeks to rent from Landlord, and Landlord agrees to rent to Tenant, subject to the terms contained herein.

2. **Term.** This Second Addendum runs concurrently with the term of the Lease Agreement, unless otherwise terminated earlier by Landlord or Tenant.

3. **Use.** The Vacant Lot may only be used for gardening, including the erection of a temporary shed as permitted in writing by the City, and for outdoor recreation, consistent with and in support of Tenant's educational and outreach programs. No additional structures of any kind may be built on the Vacant Lot. Any other use of the Vacant Lot must be approved in writing by Landlord prior to commencing such use.

4. **Rent.** Tenant covenants and agrees to pay to Landlord at the Landlord's office without demand rent in the amount of one dollar.

5. **Additional Rent.** In addition to the Rent set forth in Paragraph 4 of this Addendum, Tenant covenants and agrees to pay as additional rent all monies required to be paid by Tenant as set forth in the balance of this Addendum.

Specifically, but not by way of limitation, the reasonable value of any action taken or materials used by Landlord to correct or mitigate any violations of this Second Addendum by the Tenant shall be deemed additional rent and charged to Tenant payable with the Rent as set forth in Paragraph 4.

6. **Real Estate Taxes and Special Assessments.** Landlord is responsible for the payment of all real estate taxes and special assessments pertaining to the Vacant Lot during the Lease Term.

7. **Maintenance.** Tenant shall generally maintain the Vacant Lot in a neat and orderly manner. Landlord is responsible for mowing the property as deemed necessary by the Landlord.

8. **Tenant Improvements.** Other than a small shed as referenced in Paragraph 3, Tenant shall not erect any structures or otherwise make any improvements to the Vacant Lot without written permission from Landlord.

9. **Assignment or Subletting.** Tenant may not assign, transfer, mortgage or encumber this Second Addendum and may not sublet, rent or permit occupancy or use of the Vacant Lot, or any part thereof, by any third party; no assignment or transfer of this Second Addendum or the Lease Agreement shall be effectuated voluntarily, by operation of law, or otherwise. Any of the foregoing will hereinafter be referred to as an "Assignment" for purposes of this Second Addendum.

10. **Entry by Landlord.** Landlord or its agents or representatives may enter the Vacant Lot at all reasonable hours to inspect the same, clean, make repairs, alterations and additions thereto or exhibit the Vacant Lot to prospective tenants, purchasers or others, or for other reasonable purposes as Landlord may deem necessary or desirable, and Tenant shall not be entitled to any abatement or reduction of Rent, or any other sums due. Tenant waives any claim for damages or for any injury or inconvenience or for interference with Tenant's business, and any other loss occasioned thereby.

11. **Default.** If Tenant defaults for 10 days after written notice from Landlord in paying any Rent, including additional rent, or if Tenant shall be declared bankrupt or insolvent according to law or if Tenant shall make an assignment for the benefit of its creditors or if Tenant shall violate or default in any other covenants, agreements, stipulations or conditions herein and such violation or default shall continue for ten 10 days after written notice from Landlord of such violation or default, then and in such case Landlord lawfully may immediately, or at any time thereafter, and without notice or demand, enter into and upon the Vacant Lot, or any part thereof, in the name of the whole, and repossess the same and expel Tenant and those claiming under it and remove their effects, forcibly if necessary, without being taken or deemed to be guilty of any manner of trespass, and prejudice, and Landlord shall have all remedies and recourse which might

otherwise be used by Landlord for arrears of Rent or any breach of covenants contained in this Second Addendum.

12. **Quiet Enjoyment.** Landlord covenants and agrees to allow Tenant to peacefully have, hold and enjoy the Vacant Lot during the Second Addendum Term, provided that Tenant pays the Rent set forth herein and performs all of Tenant's other agreements and obligations set forth herein.

13. **Nuisance.** Tenant shall conduct its business and control its agents, employees, invitees and visitors in such a manner as not to create waste, odors, nuisance, or interfere with, annoy or disturb any other tenant of Landlord.

14. **Hold Harmless and Liability Insurance.** Except in the case of the negligence of Landlord, its agents or its employees, Tenant agrees to indemnify, save, hold harmless and defend Landlord against all claims, losses or liabilities for injury or death to any person or for damage to or loss of use of any property arising or resulting from the occupancy or use by Tenant of the Vacant Lot. Landlord shall not be liable to Tenant, its agents, employees, representatives, customers or invitees for any personal injury, death or damage to property caused by theft, burglary, water, gas, electricity, fire or for any other cause occurring on or about the Vacant Lot. All property kept, stored or maintained in the Vacant Lot shall be so kept, stored or maintained at the sole risk of the Tenant. Tenant further agrees to indemnify, defend and hold harmless Landlord from and against any and all claims arising from any breach or default in the performance of any obligation on Tenant's part to be performed under the terms of this Second Addendum. Further, in no event shall Landlord be liable for damages caused by Tenant or Tenant's employees or agents. The provisions of this Paragraph shall survive the expiration or termination of this Second Addendum with respect to any damage, injury, death, breach or default occurring prior to such expiration or termination.

    During the Second Addendum Term and any extension thereof, Tenant shall at all times have in full force and effect a policy of general public liability insurance in the amount of the greater of $2,000,000.00 per occurrence or the maximum liability for tort liability pursuant to Minnesota Statutes Section 466.04 and any amendments thereto, which insurance shall insure Landlord and Tenant against liability for acts of Landlord and Tenant.

15. **Holding Over.** If Tenant remains in possession of the Vacant Lot, or any part thereof, after the expiration or termination of the Second Addendum Term with the express written consent of Landlord, Tenant shall be deemed to be occupying the Vacant Lot as a Tenant at will, subject to all the conditions, provisions and obligation of this Second Addendum insofar as the same can be applicable to a tenant at will. In the event of holding over by Tenant after expiration or termination of this Second Addendum without the written consent of Landlord, Tenant shall be in breach of this Second Addendum and Landlord shall be entitled

to all of its rights and remedies under this Second Addendum, in law, or in equity. No holding over by Tenant after the Second Addendum Term shall operate to extend the Second Addendum Term or renew this Second Addendum. In the event of any unauthorized holding over, Tenant shall indemnify Landlord against all claims for damages by any other tenant to whom Landlord may have leased all or any part of the Vacant Lot covered hereby effective upon the expiration or termination of the Second Addendum.

16. **Surrender.** At the termination of this Second Addendum, Tenant shall surrender the Vacant Lot to Landlord with the shed removed at Tenant's cost.

17. **Eminent Domain.** If the entire Vacant Lot is taken by any public authority under the power or threat of eminent domain, then the term of this Second Addendum shall cease as of the day possession shall be taken by such public authority, and the Landlord shall make a pro rata refund of any Rent that has been paid in advance by Tenant for a period beyond the date of the taking. In the event that less than the entire Vacant Lot is so taken and provided the Vacant Lot are not rendered untenable thereby, then this Second Addendum shall terminate only at the option of the Landlord. In the event that only a part of the Vacant Lot is so taken and that this Second Addendum does not so terminate, there shall be a pro rata reduction in Rent to the extent that such taking interferes in any way with Tenant's use of the Vacant Lot, and all other terms and provisions of this Second Addendum shall remain in full force and effect. All damages awarded for such taking shall belong to and be the property of the Landlord, irrespective of the basis on which they were awarded.

18. **Subordination.** Tenant agrees that, at the Landlord's election, this Second Addendum shall be subordinate to any land lease or mortgage now on or to be placed in the future on the Vacant Lot and to any and all advances to be made thereunder and to the interest thereon and to all renewals, replacements and extensions thereof, provided that such subordination shall not materially affect either party's obligations under this Second Addendum. Tenant hereby appoints Landlord as its attorney-in-fact to execute such documents as may be required to accomplish such subordination.

19. **No Waiver.** No reference to any specific right or remedy shall preclude Landlord from exercising any other right or from having any other remedy or from maintaining any action to which it may otherwise be entitled ether at law or in equity. Landlord's failure to insist upon a strict performance of any covenant of this Second Addendum or to exercise any option or right herein contained shall not be a waiver or relinquishment for the future of such covenant, right or option; but the same shall remain in full force and effect.

20. **Captions.** The captions and headings herein are for convenience and reference only.

21. **No Partnership.** This Second Addendum does not create a joint venture or partnership relation between the parties hereto.

22. **Notices.** All communications, demands, notices or objections permitted or required to be given or served under this Second Addendum shall be in writing and shall be deemed to have been duly given or served if delivered in person to the other party or its duly authorized agent or if deposited in the United States mail, postage prepaid, for mailing by certified or registered mail, return receipt requested, and addressed to the other party to this Second Addendum at the addresses set forth below for each party, or if to a person not a party to this Second Addendum, to the address designated by a party to this Second Addendum in the foregoing manner.

Landlord: City Administrator
City of Ramsey
7550 Sunwood Drive
Ramsey, Minnesota 55303

Tenant: Executive Director
Youth First Community of Promise
6701 Highway 10 N.W.
Ramsey, MN 55303

Either party may, by written notice to the other party, designate a different address to which notices must be sent. Such written notice designating a different address must state the party's newly designated address and must be provided by following the above notice requirements. Commencing on the 10th day after a party gives notice designating a new address to which notices must be sent, the newly designated address shall be the party's address for the purpose of all communication, demands, notices or objections permitted or required to be given or served under this Second Addendum.

23. **Force Majeure.** The time within which any of the parties hereto shall be required to perform any act or acts under this Second Addendum, except for the payment of monies, shall be extended to the extent that the performance of such act or acts shall be delayed by acts of God, fire, windstorm, flood, explosion, collapse or structures, riot, war, labor and/or legal disputes, delays or restrictions by government bodies, inability to obtain or use necessary materials or any cause beyond the reasonable control of such party, provided however that the party entitled to such extension hereunder shall give prompt notice to the other party of the occurrence causing such delay.

24. **Minnesota Law.** This Second Addendum shall be construed and enforced in accordance with the laws of the State of Minnesota. The parties agree that the

Minnesota state courts will have exclusive jurisdiction over any dispute arising out of this Second Addendum.

25. **Entire Agreement.** This Second Addendum constitutes the entire agreement between the parties relating to the subject matter described herein. The terms of this Second Addendum are contractual and are intended to be legally binding. This Second Addendum supersedes any and all prior agreements between the parties relating to the subject matter described herein. No party has relied upon any statements, representations, or promises that are not set forth in this Second Addendum. No changes to this Second Addendum will be valid or enforceable unless they are in writing and signed by all the parties.

26. **Equal Drafting.** In the event any party asserts a provision of this Second Addendum is ambiguous, this Second Addendum must be construed to have been drafted equally by the parties.

27. **Savings Clause.** Each provision of this Second Addendum is separate and distinct and individually enforceable. In the event any provision hereof or the application of any such provision under any circumstance is declared to be unlawful or invalid, the enforceability of all the other provisions shall not be affected.

28. **Counterparts.** This Second Addendum may be executed in multiple counterparts, each of which shall be an original, but all of which together shall constitute a single agreement.

[Remainder of page left blank intentionally.]

IN WITNESS WHEREOF, the parties hereto have executed this Second Addendum the date and year first above written.

Landlord's Address:

City Administrator
7550 Sunwood Drive
Ramsey, Minnesota 55303

CITY OF RAMSEY

By: _____
Its: Mayor

ATTEST:

By: _____
Its: City Administrator

STATE OF MINNESOTA)
)ss.
COUNTY OF ANOKA)

The foregoing instrument was acknowledged before me this _____ day of _____, 2020, by John LeTourneau, the Mayor, and Kurtis G. Ulrich, the City Administrator, of the City of Ramsey, a Minnesota municipal corporation, under the laws of the State of Minnesota, on behalf of the Corporation.

_____
Notary Public

Tenant's Address:

Executive Director
Youth First Community of Promise
6701 Highway 10 N.W.
Ramsey, MN 55303

By: _____
Its:

STATE OF MINNESOTA)
)ss.
COUNTY OF ANOKA)

The foregoing instrument was acknowledged before me this _____ day of _____, 2020, by _____, the _____ of Youth First Community of Promise, a Minnesota non-profit corporation, under the laws of the State of Minnesota, on behalf of the Corporation.

_____
Notary Public

ADDENDUM
TO
LEASE AGREEMENT

This Addendum to the Lease Agreement dated October 26, 2016, by and between **Youth First Community of Promise** and the **City of Ramsey**, is effective June 9, 2020.

Recitals

A. Tenant rents 4,820 square feet of space in Landlord's building located at 6701 Highway 10 Northwest. The adjacent space in the front of the building is currently vacant.

B. Due to the COVID-19 pandemic, Tenant seeks to maintain appropriate social distancing during its summer activities wherever possible.

C. Tenant also seeks additional space to conduct indoor activities during excessively hot or rainy weather.

D. Landlord is willing to temporarily lease the adjacent space to Tenant during the summer months, consistent with the terms and conditions of this Addendum.

Agreement

1. **Additional Premises.** The Additional Premises consists of the northerly 4,820 square feet of the Building. This space is accessed through a separate door in the Building's front vestibule. The Additional Premises is depicted on the attached Exhibit A, labeled "4,820 sf Office Space," without the adjacent parking area.

2. **Term.** The term of this Addendum is from June 15, 2020, through August 31, 2020. This term is not subject to automatic renewal. Landlord may terminate this Addendum upon 30 days' written notice.

3. **Use.** The Additional Premises may be used by Tenant for educational and outreach programs as directed by Tenant. All restrictions on use set forth in the Lease Agreement apply to the Additional Premises.

4. **Rent.** Tenant covenants and agrees to pay to Landlord at the Landlord's office without demand rent in the amount of one dollar.

5. **Additional Rent.** In addition to the Rent set forth in Paragraph 4 of this Addendum, Tenant covenants and agrees to pay as additional rent all monies required to be paid by Tenant as set forth in the balance of this Addendum. Specifically, but not by way of limitation, the reasonable value of any action taken or materials used by Landlord to correct or mitigate any violations of this

Lease by the Tenant shall be deemed additional rent and charged to Tenant payable with the Rent as set forth in Paragraph 4.

6. **Utilities and Trash Removal.** The cost of City services, natural gas, and electricity shall be shared such that Tenant pays 30%. This is in addition to the 30% Tenant pays under the Lease Agreement, for a total of 60%. Tenant is solely responsible for paying for all other utilities servicing the Additional Premises, if any. Tenant is also responsible for paying for the removal of all trash and recycling materials generated as a result of Tenant's use of the Additional Premises. Landlord is not responsible for any interruption in any services beyond the reasonable control of Landlord.

7. **Real Estate Taxes and Special Assessments.** Landlord is responsible for the payment of all real estate taxes and special assessments pertaining to the Additional Premises during the Lease Term.

8. **Repair and Maintenance.** Tenant shall keep in good order and repair all glass, including plate glass, and the interior of the Additional Premises, and heating, sprinkler, water and electric fixtures in and upon the Additional Premises, ordinary wear and tear excepted. Tenant shall protect such systems against damage due to neglect of Tenant. Tenant shall pay all costs and expenses necessary to maintain the plumbing, heating, air conditioning and electrical systems in and upon the Additional Premises in good order and repair. Landlord shall have the plumbing, heating, air conditioning, and electrical systems in working order. Tenant shall arrange for all necessary maintenance of the Additional Premises, except that Landlord shall be responsible for all lawn (grass) maintenance on the grassy areas around the Building. Tenant shall be solely and exclusively responsible for any and all costs and expenses of any nature or kind whatsoever attributable to the Additional Premises except as herein otherwise provided. Tenant agrees to and shall maintain and keep the interior and exterior areas of the Additional Premises in the same high degree of maintenance and upkeep as when the Tenant takes possession. Provided, however, that Landlord shall be responsible for repair of the foundation, the exterior walls excluding glass and doors, the roof and any defect that is pre-existing as of the date hereof.

9. **Tenant's Improvements, Alterations and Remodeling.** No Tenant improvements, alterations or remodeling will be permitted without Landlord's express written consent.

10. **Assignment or Subletting.** Tenant may not assign, transfer, mortgage or encumber this Lease, and may not sublet, rent or permit occupancy or use of the Additional Premises, or any part thereof, by any third party; no assignment or transfer of this Lease shall be effectuated voluntarily, by operation of law, or

otherwise. Any of the foregoing will hereinafter be referred to as an "Assignment" for purposes of this Lease.

11. **Destruction of Premises.** If the Additional Premises are totally destroyed (or so substantially damaged as to be wholly untenable) by storm, fire, earthquake or other casualty, this Lease shall terminate as of the date of such destruction or damage, and Rent shall be accounted for between Landlord and Tenant as of that date.

12. **Entry by Landlord.** Landlord or its agents or representatives may enter the Additional Premises at all reasonable hours to inspect the same, clean, make repairs, alterations and additions thereto or exhibit the Additional Premises to prospective tenants, purchasers or others, or for other reasonable purposes as Landlord may deem necessary or desirable, and Tenant shall not be entitled to any abatement or reduction of Rent, or any other sums due. Tenant waives any claim for damages or for any injury or inconvenience or for interference with Tenant's business, and any other loss occasioned thereby.

13. **Default.** If Tenant defaults for 10 days after written notice from Landlord in paying any Rent, including additional rent, or if Tenant shall be declared bankrupt or insolvent according to law or if Tenant shall make an assignment for the benefit of its creditors or if Tenant shall violate or default in any other covenants, agreements, stipulations or conditions herein and such violation or default shall continue for ten 10 days after written notice from Landlord of such violation or default, then and in such case Landlord lawfully may immediately, or at any time thereafter, and without notice or demand, enter into and upon the Premises, or any part thereof, in the name of the whole, and repossess the same and expel Tenant and those claiming under it and remove their effects, forcibly if necessary, without being taken or deemed to be guilty of any manner of trespass, and prejudice, and Landlord shall have all remedies and recourse which might otherwise be used by Landlord for arrears of Rent or any breach of covenants contained in this Lease.

14. **Quiet Enjoyment.** Landlord covenants and agrees to allow Tenant to peacefully have, hold and enjoy the Additional Premises during the Lease Term, provided that Tenant pays the Rent set forth herein and performs all of Tenant's other agreements and obligations set forth herein.

15. **Nuisance.** Tenant shall conduct its business and control its agents, employees, invitees and visitors in such a manner as not to create waste, odors, nuisance, or interfere with, annoy or disturb any other tenant of Landlord in its operation of the Building or the Additional Premises.

16. **Hold Harmless and Liability Insurance.** Except in the case of the negligence of Landlord, its agents or its employees, Tenant agrees to indemnify, save, hold harmless and defend Landlord against all claims, losses

or liabilities for injury or death to any person or for damage to or loss of use of any property arising or resulting from the occupancy or use by Tenant of the Additional Premises. Landlord shall not be liable to Tenant, its agents, employees, representatives, customers or invitees for any personal injury, death or damage to property caused by theft, burglary, water, gas, electricity, fire or for any other cause occurring on or about the Additional Premises. All property kept, stored or maintained in the Additional Premises shall be so kept, stored or maintained at the sole risk of the Tenant. Tenant further agrees to indemnify, defend and hold harmless Landlord from and against any and all claims arising from any breach or default in the performance of any obligation on Tenant's part to be performed under the terms of this Lease. Further, in no event shall Landlord be liable for damages caused by Tenant or Tenant's employees or agents. The provisions of this Paragraph shall survive the expiration or termination of this Lease with respect to any damage, injury, death, breach or default occurring prior to such expiration or termination.

During the Lease Term and any extension thereof, Tenant shall at all times have in full force and effect a policy of general public liability insurance in the amount of the greater of $2,000,000.00 per occurrence or the maximum liability for tort liability pursuant to Minnesota Statutes Section 466.04 and any amendments thereto, which insurance shall insure Landlord and Tenant against liability for acts of Landlord and Tenant.

17. **Hazard Insurance.** It shall be the responsibility of Landlord to keep the Additional Premises and its interest therein covered by hazard insurance against loss or damage by fire and other perils. Landlord shall provide to Tenant copies of such insurance policies upon reasonable request of Tenant.

18. **Time of the Essence.** Time is of the essence with regard to this Lease and the terms therein.

19. **Relationship of Parties.** This Lease shall create the relationship of Landlord and Tenant between the parties and none other.

20. **Holding Over.** If Tenant remains in possession of the Additional Premises, or any part thereof, after the expiration or termination of the Lease Term with the express written consent of Landlord, Tenant shall be deemed to be occupying the Additional Premises as a Tenant at will, subject to all the conditions, provisions and obligation of this Lease insofar as the same can be applicable to a tenant at will. In the event of holding over by Tenant after expiration or termination of this Lease without the written consent of Landlord, Tenant shall be in breach of this Lease and Landlord shall be entitled to all of its rights and remedies under this Lease, in law, or in equity. No holding over by Tenant after the Lease Term shall operate to extend the Lease Term or renew this Lease. In the event of any unauthorized holding over, Tenant shall indemnify

Landlord against all claims for damages by any other tenant to whom Landlord may have leased all or any part of the Additional Premises covered hereby effective upon the expiration or termination of the Lease.

21. **Surrender of Premises.** At the termination of this Lease, Tenant shall surrender the Additional Premises and all keys thereof to Landlord.

22. **Eminent Domain.** If the entire Additional Premises are taken by any public authority under the power or threat of eminent domain, then the term of this Lease shall cease as of the day possession shall be taken by such public authority, and the Landlord shall make a pro rata refund of any Rent that has been paid in advance by Tenant for a period beyond the date of the taking. If less than the entire Additional Premises is so taken and provided the Additional Premises are not rendered untenable thereby, then this Lease shall terminate only at the option of the Landlord. In the event that only a part of the Additional Premises is so taken and that this Lease does not so terminate, there shall be a pro rata reduction in Rent to the extent that such taking interferes in any way with Tenant's use of the Additional Premises, and all other terms and provisions of this Lease shall remain in full force and effect. All damages awarded for such taking shall belong to and be the property of the Landlord, irrespective of the basis on which they were awarded.

23. **Subordination.** Tenant agrees that, at the Landlord's election, this Lease shall be subordinate to any land Lease or mortgage now on or to be placed in the future on the Additional Premises or Building and to any and all advances to be made thereunder and to the interest thereon and to all renewals, replacements and extensions thereof, provided that such subordination shall not materially affect either party's obligations under this Lease. Tenant hereby appoints Landlord as its attorney-in-fact to execute such documents as may be required to accomplish such subordination.

24. **No Waiver.** No reference to any specific right or remedy shall preclude Landlord from exercising any other right or from having any other remedy or from maintaining any action to which it may otherwise be entitled ether at law or in equity. Landlord's failure to insist upon a strict performance of any covenant of this Lease or to exercise any option or right herein contained shall not be a waiver or relinquishment for the future of such covenant, right or option; but the same shall remain in full force and effect.

25. **Captions.** The captions and headings herein are for convenience and reference only.

26. **Brokers.** Each of the parties represents and warrants to the other that there are no claims for brokerage commission or finder's fees in connection with the execution of this Lease, and agrees to indemnify the other against, and hold it

harmless from, all liabilities arising from any such claim including, without limitation, reasonable attorney's fees in connection therewith.

27. **No Partnership.** This Lease does not create a joint venture or partnership relation between the parties hereto.

28. **Notices.** All communications, demands, notices or objections permitted or required to be given or served under this Lease shall be in writing and shall be deemed to have been duly given or served if delivered in person to the other party or its duly authorized agent or if deposited in the United States mail, postage prepaid, for mailing by certified or registered mail, return receipt requested, and addressed to the other party to this Lease at the addresses set forth below for each party, or if to a person not a party to this Lease, to the address designated by a party to this Lease in the foregoing manner.

Landlord: City Administrator
City of Ramsey
7550 Sunwood Drive
Ramsey, Minnesota 55303

Tenant: Executive Director
Youth First Community of Promise
6701 Highway 10 N.W.
Ramsey, MN 55303

Either party may, by written notice to the other party, designate a different address to which notices must be sent. Such written notice designating a different address must state the party's newly designated address and must be provided by following the above notice requirements. Commencing on the 10th day after a party gives notice designating a new address to which notices must be sent, the newly designated address shall be the party's address for the purpose of all communication, demands, notices or objections permitted or required to be given or served under this Lease.

29. **Force Majeure.** The time within which any of the parties hereto shall be required to perform any act or acts under this Lease, except for the payment of monies, shall be extended to the extent that the performance of such act or acts shall be delayed by acts of God, fire, windstorm, flood, explosion, collapse or structures, riot, war, labor and/or legal disputes, delays or restrictions by government bodies, inability to obtain or use necessary materials or any cause beyond the reasonable control of such party, provided however that the party entitled to such extension hereunder shall give prompt notice to the other party of the occurrence causing such delay.

30. **Minnesota Law.** This Lease shall be construed and enforced in accordance with the laws of the State of Minnesota. The parties agree that the Minnesota state courts will have exclusive jurisdiction over any dispute arising out of this Lease.

31. **Entire Agreement.** This Lease constitutes the entire agreement between the parties relating to the subject matter described herein. The terms of this Lease are contractual and are intended to be legally binding. This Lease supersedes any and all prior agreements between the parties relating to the subject matter described herein. No party has relied upon any statements, representations, or promises that are not set forth in this Lease. No changes to this Lease will be valid or enforceable unless they are in writing and signed by all the parties.

32. **Equal Drafting.** In the event any party asserts a provision of this Lease is ambiguous, this Lease must be construed to have been drafted equally by the parties.

33. **Savings Clause.** Each provision of this Lease is separate and distinct and individually enforceable. In the event any provision hereof or the application of any such provision under any circumstance is declared to be unlawful or invalid, the enforceability of all the other provisions shall not be affected.

34. **Counterparts.** This Lease may be executed in multiple counterparts, each of which shall be an original, but all of which together shall constitute a single agreement.

[Remainder of page left blank intentionally.]

IN WITNESS WHEREOF, the parties hereto have executed this Addendum the date and year first above written.

Landlord's Address:

City Administrator
7550 Sunwood Drive
Ramsey, Minnesota 55303

CITY OF RAMSEY

By: _____
Its: Mayor

ATTEST:

By: _____
Its: City Administrator

Approved as to Form:

_____
Joseph J. Langel, City Attorney

STATE OF MINNESOTA)
)ss.
COUNTY OF ANOKA)

The foregoing instrument was acknowledged before me this 15th day of June, 2020, by John LeTourneau, the Mayor, and Kurtis G. Ulrich, the City Administrator, of the City of Ramsey, a Minnesota municipal corporation, under the laws of the State of Minnesota, on behalf of the Corporation.

_____
Notary Public

SEAN M. SULLIVAN
Notary Public
Minnesota
My Commission Expires January 31, 2025

IN WITNESS WHEREOF, the parties hereto have executed this Addendum the date and year first above written.

Landlord's Address:

City Administrator
7550 Sunwood Drive
Ramsey, Minnesota 55303

CITY OF RAMSEY

By: _____
Its: Mayor

ATTEST:

By: _____
Its: City Administrator

Approved as to Form:

_____
Joseph J. Langel, City Attorney

STATE OF MINNESOTA)
)ss.
COUNTY OF ANOKA)

The foregoing instrument was acknowledged before me this _____ day of _____, 2020, by John LeTourneau, the Mayor, and Kurtis G. Ulrich, the City Administrator, of the City of Ramsey, a Minnesota municipal corporation, under the laws of the State of Minnesota, on behalf of the Corporation.

_____
Notary Public

Tenant's Address:

Executive Director
Youth First Community of Promise
6701 Highway 10 N.W.
Ramsey, MN 55303

By: Devin Hanson
Its:

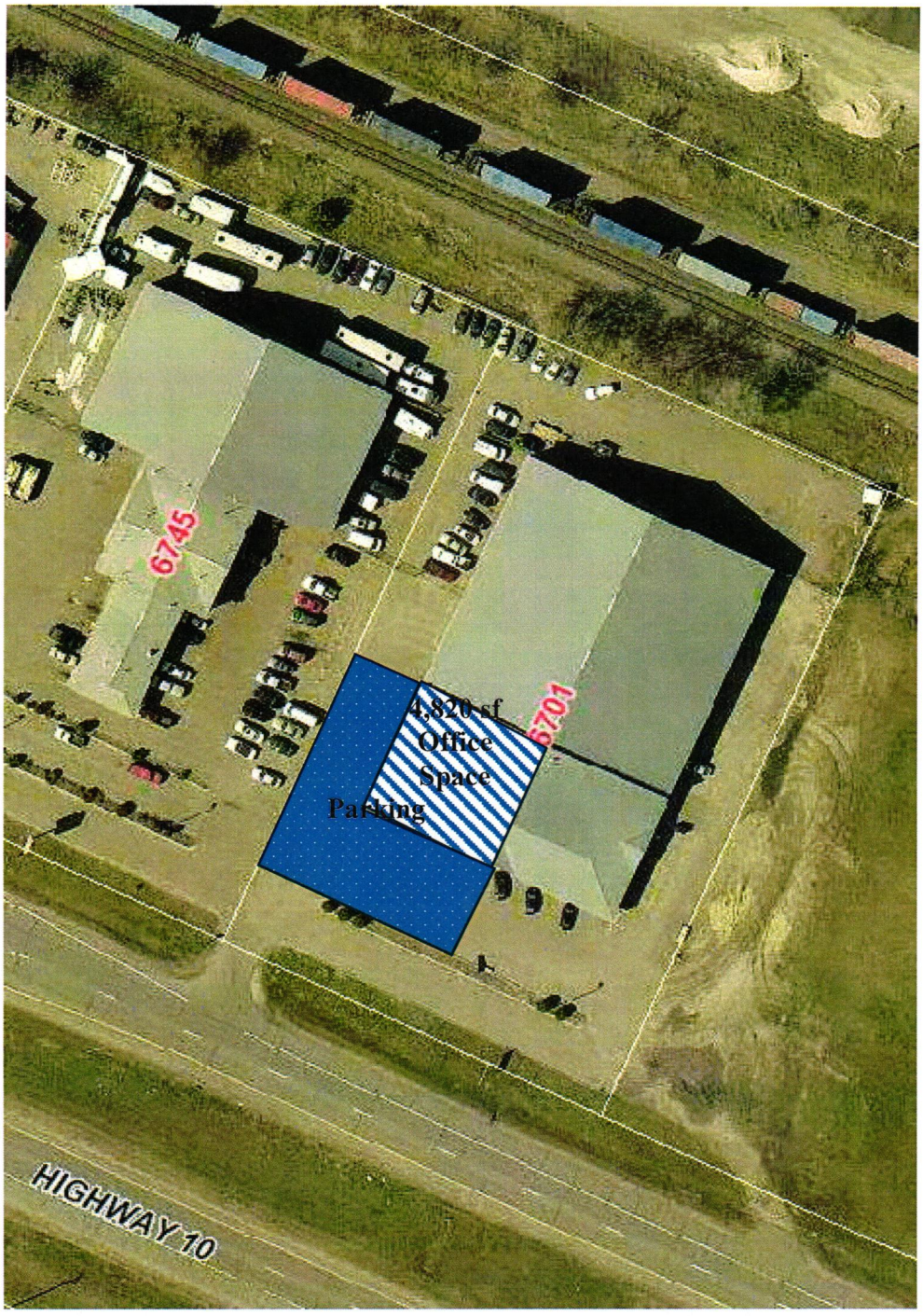
STATE OF MINNESOTA)
)ss.
COUNTY OF ANOKA)

The foregoing instrument was acknowledged before me this 10 day of June, 2020, by Devin Hanson, the Executive Director of Youth First Community of Promise, a Minnesota non-profit corporation, under the laws of the State of Minnesota, on behalf of the Corporation.

Sean M. Sullivan
Notary Public



EXHIBIT A



LEASE AGREEMENT

THIS LEASE AGREEMENT (hereinafter "Lease") made as of this 26th day of October, 2016, is entered into by and between the **City of Ramsey**, a Minnesota municipal corporation, 7550 Sunwood Drive, Ramsey, Minnesota 55303 ("Landlord") and the **Youth First Community of Promise**, a Minnesota non-profit corporation, 6701 Highway 10 N.W., Ramsey, Minnesota 55303 ("Tenant"). The Landlord and the Tenant are hereinafter collectively referred to as "the parties" and individually as a "party."

IN CONSIDERATION OF the mutual agreements expressed herein, the parties agree as follows:

1. **Purpose.** Landlord is the fee owner of the Premises described in Paragraph 2 of this Agreement. Tenant desires to rent the Premises from Landlord for Tenant's use for youth programs. Landlord is willing to lease the Premises to Tenant pursuant to the terms and conditions of this Lease.

2. **Premises.** The "Premises" consists of the southerly 4,820 square feet of the building located at 6701 Highway 10 Northwest, in Ramsey, Minnesota and which building ("Building") is located on the following legally described property:

Lot 3, Block 1, DEAL INDUSTRIAL PARK, Anoka County, Minnesota.

The Premises also include the nonexclusive use of the paved parking areas adjacent to the Building, excluding the fenced in area. The Tenant's employees and invitees shall not be permitted to use those parking areas that interfere with the reasonable use of other tenants located within the Building.

The Premises is depicted on the attached Exhibit A hereto, and is labeled "4,820 sf Office Space" and "Parking." Exhibit A is incorporated herein as if fully set forth in this Lease.

3. **Term.** The term of this Lease is for a period of five years, commencing on January1, 2017, (the "Commencement Date") and ending at midnight on December 31, 2021, unless extended by written agreement of both parties or sooner terminated as provided herein ("Lease Term"). If Tenant desires to end this Lease after a period of one year, Tenant may do so by providing Landlord with 90 days prior written notice. Notwithstanding the Lease Term, Landlord may terminate this Lease at any time at Landlord's sole option upon 90 days prior written notice to Tenant.

4. **Use.** The Premises shall be used by Tenant as a commercial use for educational and outreach programs as directed by Youth First Community of Promise. Tenant will not make or suffer any unlawful or offensive use of the Premises or any use or occupancy thereof contrary to any federal law, state law or ordinance of the City of Ramsey now or subsequently made. Tenant will not conduct or permit to be conducted any activity, or place any equipment in or about the Premises, which will in any way increase the rate of fire insurance or other insurance on the Premises, and if any increase in the in the rate of fire insurance or other insurance is stated by any insurance company or by the applicable Insurance Rating Bureau to be due to activity or equipment of Tenant in or about the Premises, such statement shall be conclusive evidence that such increase in such rate is due to such activity or equipment and, as a result thereof, Tenant shall be liable for such increase and shall reimburse Landlord therefore and further, shall discontinue or cause the discontinuance of such conduct or shall remove such equipment upon Landlord's demand made at any time thereafter.

5. **Rent.** Tenant covenants and agrees to pay to Landlord at the Landlord's office without demand annual rent of one dollar.

6. **Additional Rent.** In addition to the Rent set forth in Paragraph 5 of this Lease, Tenant covenants and agrees to pay as additional rent all monies required to be paid by Tenant as set forth in the balance of this Lease. Specifically, but not by way of limitation, the reasonable value of any action taken or materials used by Landlord to correct or mitigate any violations of this Lease by the Tenant shall be deemed additional rent and charged to Tenant payable with the Rent as set forth in Paragraph 5.

7. **Utilities, Trash Removal, and Snow Removal.** The cost of City services, natural gas, and electricity shall be shared such that Tenant pays 30%. Tenant is solely responsible for paying for all other utilities servicing the Premises, including telecommunications. Tenant is also responsible for paying for the removal of all trash and recycling materials generated as a result of Tenant's use of the Premises. Landlord is not responsible for any interruption in any services beyond the reasonable control of Landlord.

Landlord is responsible for snow removal from the parking lot and drive lanes. Tenant is responsible for snow and ice removal from sidewalks, walkways, and any other pedestrian walkways on the Premises.

8. **Real Estate Taxes and Special Assessments.** Landlord is responsible for the payment of all real estate taxes and special assessments pertaining to the Premises during the Lease Term.

9. **Repair and Maintenance.** Tenant shall keep in good order and repair all glass, including plate glass, and the interior of the Premises, and heating, sprinkler, water and electric fixtures in and upon the Premises, ordinary wear and tear excepted. Tenant shall protect such systems against freezing and damage due to neglect of Tenant, and Tenant shall keep the abutting sidewalks free of ice and snow. Tenant shall pay all costs and expenses necessary to maintain the plumbing, heating, air conditioning, lighting (interior and exterior) and electrical systems in and upon the Premises in good order and repair. Landlord shall have the plumbing, heating, air conditioning, and electrical systems in working order on the Commencement Date. Tenant shall arrange for all necessary maintenance of the Premises, including but not limited to snow removal, except that Landlord shall be responsible for all lawn (grass) maintenance on the grassy areas around the Building. Tenant shall be solely and exclusively responsible for any and all costs and expenses of any nature or kind whatsoever attributable to the Premises except as herein otherwise provided. Tenant agrees to and shall maintain and keep the interior and exterior areas of the Premises in the same high degree of maintenance and upkeep as when the Tenant takes possession.

10. **Tenant's Improvements, Alterations and Remodeling.** Tenant shall be permitted to perform improvements, alterations or remodeling on or to the Premises consistent with its intended use thereof; provided however, that such improvements shall be done at the sole expense of Tenant and provided that any single improvement reasonably expected to exceed $2,500.00 in cost may be done only with Landlord's prior written consent. Notwithstanding the above, Tenant shall not make any alterations to the structure, plumbing, electrical, or HVAC systems of the Building without the prior written consent of Landlord.

11. **Assignment or Subletting.** Tenant may not assign, transfer, mortgage or encumber this Lease, and may not sublet, rent or permit occupancy or use of the Premises, or any part thereof, by any third party; no assignment or transfer of this Lease shall be effectuated voluntarily, by operation of law, or otherwise. Any of the foregoing will hereinafter be referred to as an "Assignment" for purposes of this Lease.

12. **Destruction of Premises.** If the Premises are totally destroyed (or so substantially damaged as to be wholly untenable) by storm, fire, earthquake or other casualty, this Lease shall terminate as of the date of such destruction or damage, and Rent shall be accounted for between Landlord and Tenant as of that date. .

13. **Removal of Fixtures.** Unless otherwise approved by Landlord, Tenant must, prior to the termination of this Lease, remove all fixtures and equipment that Tenant placed in the Premises. Tenant must repair all damage caused by removal of fixtures or equipment.

14. **Entry by Landlord.** Landlord or its agents or representatives may enter the Premises at all reasonable hours to inspect the same, clean, make repairs, alterations and additions thereto or exhibit the Premises to prospective tenants, purchasers or others, or for other reasonable purposes as Landlord may deem necessary or desirable, and Tenant shall not be entitled to any abatement or reduction of Rent, or any other sums due. Tenant waives any claim for damages or for any injury or inconvenience or for interference with Tenant's business, and any other loss occasioned thereby.

15. **Default.** If Tenant defaults for 10 days after written notice from Landlord in paying any Rent, including additional rent, or if Tenant shall be declared bankrupt or insolvent according to law or if Tenant shall make an assignment for the benefit of its creditors or if Tenant shall violate or default in any other covenants, agreements, stipulations or conditions herein and such violation or default shall continue for ten 10 days after written notice from Landlord of such violation or default, then and in such case Landlord lawfully may immediately, or at any time thereafter, and without notice or demand, enter into and upon the Premises, or any part thereof, in the name of the whole, and repossess the same and expel Tenant and those claiming under it and remove their effects, forcibly if necessary, without being taken or deemed to be guilty of any manner of trespass, and prejudice, and Landlord shall have all remedies and recourse which might otherwise be used by Landlord for arrears of Rent or any breach of covenants contained in this Lease.

16. **Quiet Enjoyment.** Landlord covenants and agrees to allow Tenant to peacefully have, hold and enjoy the Premises during the Lease Term, provided that Tenant pays the Rent set forth herein and performs all of Tenant's other agreements and obligations set forth herein.

17. **Nuisance.** Tenant shall conduct its business and control its agents, employees, invitees and visitors in such a manner as not to create waste, odors, nuisance, or interfere with, annoy or disturb any other tenant of Landlord in its operation of the Building or the Premises.

18. **Hold Harmless and Liability Insurance.** Except in the case of the negligence of Landlord, its agents or its employees, Tenant agrees to indemnify, save, hold harmless and defend Landlord against all claims, losses or liabilities for injury or death to any person or for damage to or loss of use of any property arising or resulting from the occupancy or use by Tenant of the Premises. Landlord shall not be liable to Tenant, its agents, employees, representatives, customers or invitees for any personal injury, death or damage to property caused by theft, burglary, water, gas, electricity, fire or for any other cause occurring on or about the Premises. All property kept, stored or maintained in the Premises shall be so kept, stored or maintained at the sole risk of the Tenant. Tenant further agrees to indemnify, defend and hold harmless Landlord from and against any and all claims arising from any breach or default in the performance of

any obligation on Tenant's part to be performed under the terms of this Lease. Further, in no event shall Landlord be liable for damages caused by Tenant or Tenant's employees or agents. The provisions of this Paragraph shall survive the expiration or termination of this Lease with respect to any damage, injury, death, breach or default occurring prior to such expiration or termination.

During the Lease Term and any extension thereof, Tenant shall at all times have in full force and effect a policy of general public liability insurance in the amount of the greater of $2,000,000.00 per occurrence or the maximum liability for tort liability pursuant to Minnesota Statutes Section 466.04 and any amendments thereto, which insurance shall insure Landlord and Tenant against liability for acts of Landlord and Tenant.

19. **Hazard Insurance.** It shall be the responsibility of Landlord to keep the Premises and its interest therein covered by hazard insurance against loss or damage by fire and other perils. Landlord shall provide to Tenant copies of such insurance policies upon reasonable request of Tenant.

20. **Time of the Essence.** Time is of the essence with regard to this Lease and the terms therein.

21. **Relationship of Parties.** This Lease shall create the relationship of Landlord and Tenant between the parties and none other.

22. **Holding Over.** If Tenant remains in possession of the Premises, or any part thereof, after the expiration or termination of the Lease Term with the express written consent of Landlord, Tenant shall be deemed to be occupying the Premises as a Tenant at will, subject to all the conditions, provisions and obligation of this Lease insofar as the same can be applicable to a tenant at will. In the event of holding over by Tenant after expiration or termination of this Lease without the written consent of Landlord, Tenant shall be in breach of this Lease and Landlord shall be entitled to all of its rights and remedies under this Lease, in law, or in equity. No holding over by Tenant after the Lease Term shall operate to extend the Lease Term or renew this Lease. In the event of any unauthorized holding over, Tenant shall indemnify Landlord against all claims for damages by any other tenant to whom Landlord may have leased all or any part of the Premises covered hereby effective upon the expiration or termination of the Lease.

23. **Surrender of Premises.** At the termination of this Lease, Tenant shall surrender the Premises and all keys thereof to Landlord.

24. **Eminent Domain.** If the entire Premises are taken by any public authority under the power or threat of eminent domain, then the term of this Lease shall cease as of

the day possession shall be taken by such public authority, and the Landlord shall make a pro rata refund of any Rent that has been paid in advance by Tenant for a period beyond the date of the taking. In the event that less than the entire Premises is so taken and provided the Premises are not rendered untenable thereby, then this Lease shall terminate only at the option of the Landlord. In the event that only a part of the Premises is so taken and that this Lease does not so terminate, there shall be a pro rata reduction in Rent to the extent that such taking interferes in any way with Tenant's use of the Premises, and all other terms and provisions of this Lease shall remain in full force and effect. All damages awarded for such taking shall belong to and be the property of the Landlord, irrespective of the basis on which they were awarded.

25. **Subordination.** Tenant agrees that, at the Landlord's election, this Lease shall be subordinate to any land Lease or mortgage now on or to be placed in the future on the Premises or Building and to any and all advances to be made thereunder and to the interest thereon and to all renewals, replacements and extensions thereof, provided that such subordination shall not materially affect either party's obligations under this Lease. Tenant hereby appoints Landlord as its attorney-in-fact to execute such documents as may be required to accomplish such subordination.

26. **No Waiver.** No reference to any specific right or remedy shall preclude Landlord from exercising any other right or from having any other remedy or from maintaining any action to which it may otherwise be entitled ether at law or in equity. Landlord's failure to insist upon a strict performance of any covenant of this Lease or to exercise any option or right herein contained shall not be a waiver or relinquishment for the future of such covenant, right or option; but the same shall remain in full force and effect.

27. **Captions.** The captions and headings herein are for convenience and reference only.

28. **Brokers.** Each of the parties represents and warrants to the other that there are no claims for brokerage commission or finder's fees in connection with the execution of this Lease, and agrees to indemnify the other against, and hold it harmless from, all liabilities arising from any such claim including, without limitation, reasonable attorney's fees in connection therewith.

29. **No Partnership.** This Lease does not create a joint venture or partnership relation between the parties hereto.

30. **Notices.** All communications, demands, notices or objections permitted or required to be given or served under this Lease shall be in writing and shall be deemed to have been duly given or served if delivered in person to the other party or its duly authorized agent or if deposited in the United States mail, postage prepaid, for mailing by

certified or registered mail, return receipt requested, and addressed to the other party to this Lease at the addresses set forth below for each party, or if to a person not a party to this Lease, to the address designated by a party to this Lease in the foregoing manner.

Landlord: City Administrator
City of Ramsey
7550 Sunwood Drive
Ramsey, Minnesota 55303

Tenant: Executive Director
Youth First Community of Promise
6701 Highway 10 N.W.
Ramsey, MN 55303

Either party may, by written notice to the other party, designate a different address to which notices must be sent. Such written notice designating a different address must state the party's newly designated address, and must be provided by following the above notice requirements. Commencing on the 10th day after a party gives notice designating a new address to which notices must be sent, the newly designated address shall be the party's address for the purpose of all communication, demands, notices or objections permitted or required to be given or served under this Lease.

31. **Force Majeure.** The time within which any of the parties hereto shall be required to perform any act or acts under this Lease, except for the payment of monies, shall be extended to the extent that the performance of such act or acts shall be delayed by acts of God, fire, windstorm, flood, explosion, collapse or structures, riot, war, labor and/or legal disputes, delays or restrictions by government bodies, inability to obtain or use necessary materials or any cause beyond the reasonable control of such party, provided however that the party entitled to such extension hereunder shall give prompt notice to the other party of the occurrence causing such delay.

32. **Minnesota Law.** This Lease shall be construed and enforced in accordance with the laws of the State of Minnesota. The parties agree that the Minnesota state courts will have exclusive jurisdiction over any dispute arising out of this Lease.

33. **Entire Agreement.** This Lease constitutes the entire agreement between the parties relating to the subject matter described herein. The terms of this Lease are contractual and are intended to be legally binding. This Lease supersedes any and all prior agreements between the parties relating to the subject matter described herein. No party has relied upon any statements, representations, or promises that are not set forth in this Lease. No changes to this Lease will be valid or enforceable unless they are in writing and signed by all of the parties.

34. **Equal Drafting.** In the event any party asserts a provision of this Lease is ambiguous, this Lease must be construed to have been drafted equally by the parties.

35. **Savings Clause.** Each provision of this Lease is separate and distinct and individually enforceable. In the event any provision hereof or the application of any such provision under any circumstance is declared to be unlawful or invalid, the enforceability of all the other provisions shall not be affected.

36. **Counterparts.** This Lease may be executed in multiple counterparts, each of which shall be an original, but all of which together shall constitute a single agreement.

37. **Political Signage.** Tenant may not display or locate political signage or messages on the premises, parking areas, or anywhere else on city-owned property.

[Remainder of page left blank intentionally.]

IN WITNESS WHEREOF, the parties hereto have executed this Lease the date and year first above written.

Landlord's Address:

City Administrator
7550 Sunwood Drive
Ramsey, Minnesota 55303

CITY OF RAMSEY

By: _____
Its: Mayor

ATTEST:

By: _____
Its: City Administrator

Approved as to Form:

_____
Joseph J. Langel, City Attorney

STATE OF MINNESOTA)
)ss.
COUNTY OF ANOKA)

The foregoing instrument was acknowledged before me this _____ day of _____, 2016, by Sarah Strommen, the Mayor, and Kurtis G. Ulrich, the City Administrator, of the City of Ramsey, a Minnesota municipal corporation, under the laws of the State of Minnesota, on behalf of the Corporation.

_____
Notary Public

Tenant's Address:

Executive Director
Youth First Community of Promise
6701 Highway 10 N.W.
Ramsey, MN 55303

By: Michelle Anderson
Its: Board Chair

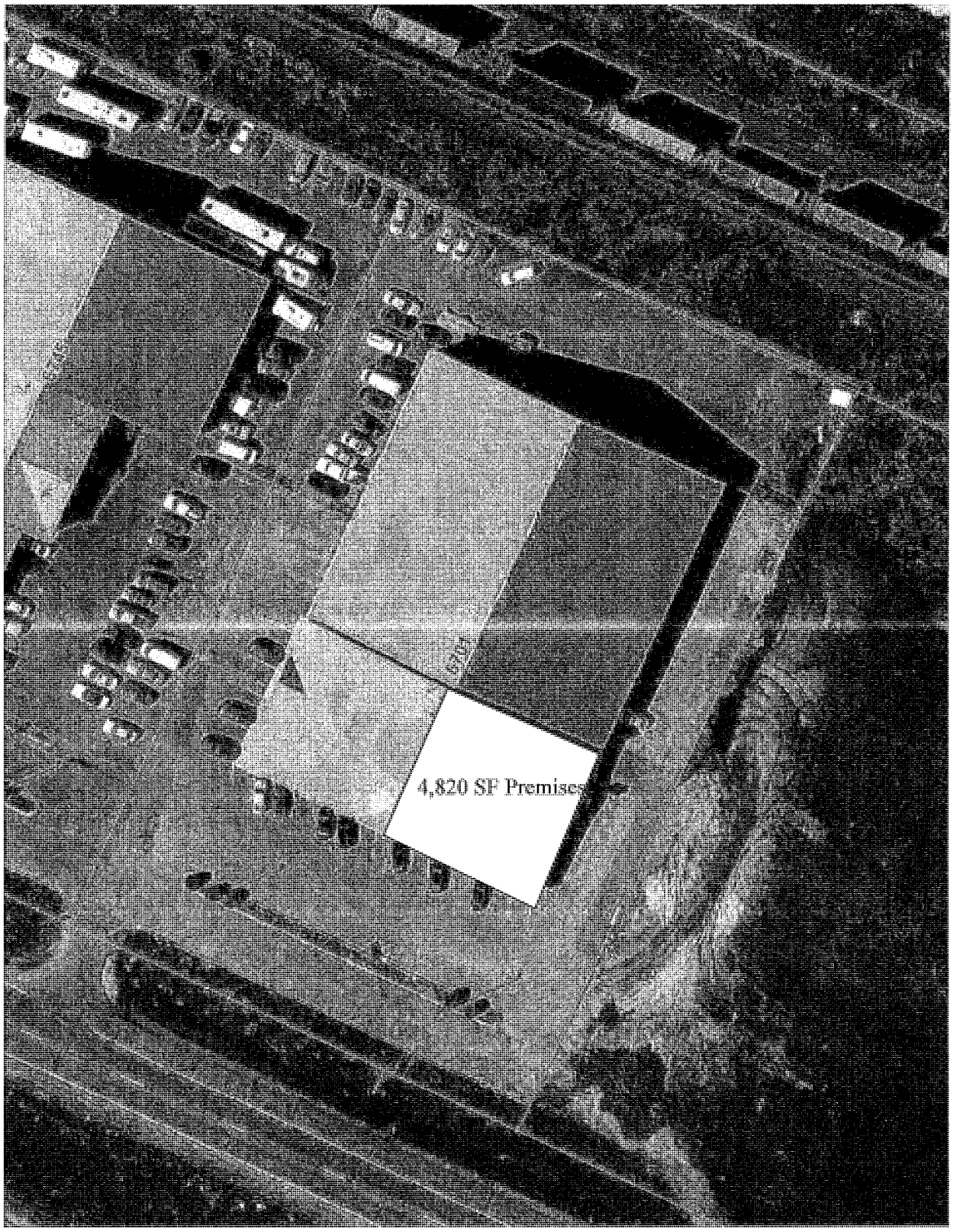
STATE OF MINNESOTA)
)ss.
COUNTY OF ANOKA)

The foregoing instrument was acknowledged before me this _____ day of _____, 2016, by _____, the _____ of Youth First Community of Promise, a Minnesota non-profit corporation, under the laws of the State of Minnesota, on behalf of the Corporation.

_____
Notary Public

232076

Exhibit A
Premises



CC Regular Session **5. 11.**

Meeting Date: 07/14/2020

By: Tim Gladhill, Community Development

Information

Title

Adopt Resolution #20-147 Approving Expansion of Lawful, Non-Conforming Driveway at 15710 Saint Francis Blvd NW

Purpose/Background:

The purpose of this case is to allow a gravel driveway extension in the R-1 Residential (MUSA) District. Driveways in this district are generally required to be either asphalt or concrete. This parcel represents the original homestead of the property that was eventually developed as River Pines along Highway 47 across from the Rum River Scout Camp.

Notification:

Notification is not required.

Observations/Alternatives:

The Owner is looking to relocate an accessory building and reconstruct a gravel driveway as part of that project. There are enough layers of lawful, non-conforming and discussions on future use of the Property that concurrence with City Council action will assist Staff in finalizing this Application.

Additionally, in recent past, the Owner has discussed subdividing the property to allow additional dwellings to be constructed on the Property. Staff is establishing a clear record that this current action is no indication of supporting said subdivision. Staff raises this clarification as there are several challenges in subdividing the property and wants to ensure that this action today isn't interpreted as allowing said future subdivision.

The Applicant will be asked to sign a confirmation that they have received the terms above.

Alternatives

1. Approve Driveway Extension as a Gravel Driveway as an expansion of a pre-existing, lawful, non-conforming driveway.
2. Require that the Driveway Extension comply with current City Code and require to be paved.

Funding Source:

Staff is handling this case as part of normal Staff duties.

Recommendation:

Staff recommends adoption of the resolution allowing the driveway extension as gravel.

Action:

Motion to adopt Resolution #20-147 approving expansion of lawful, non-conforming driveway.

Attachments

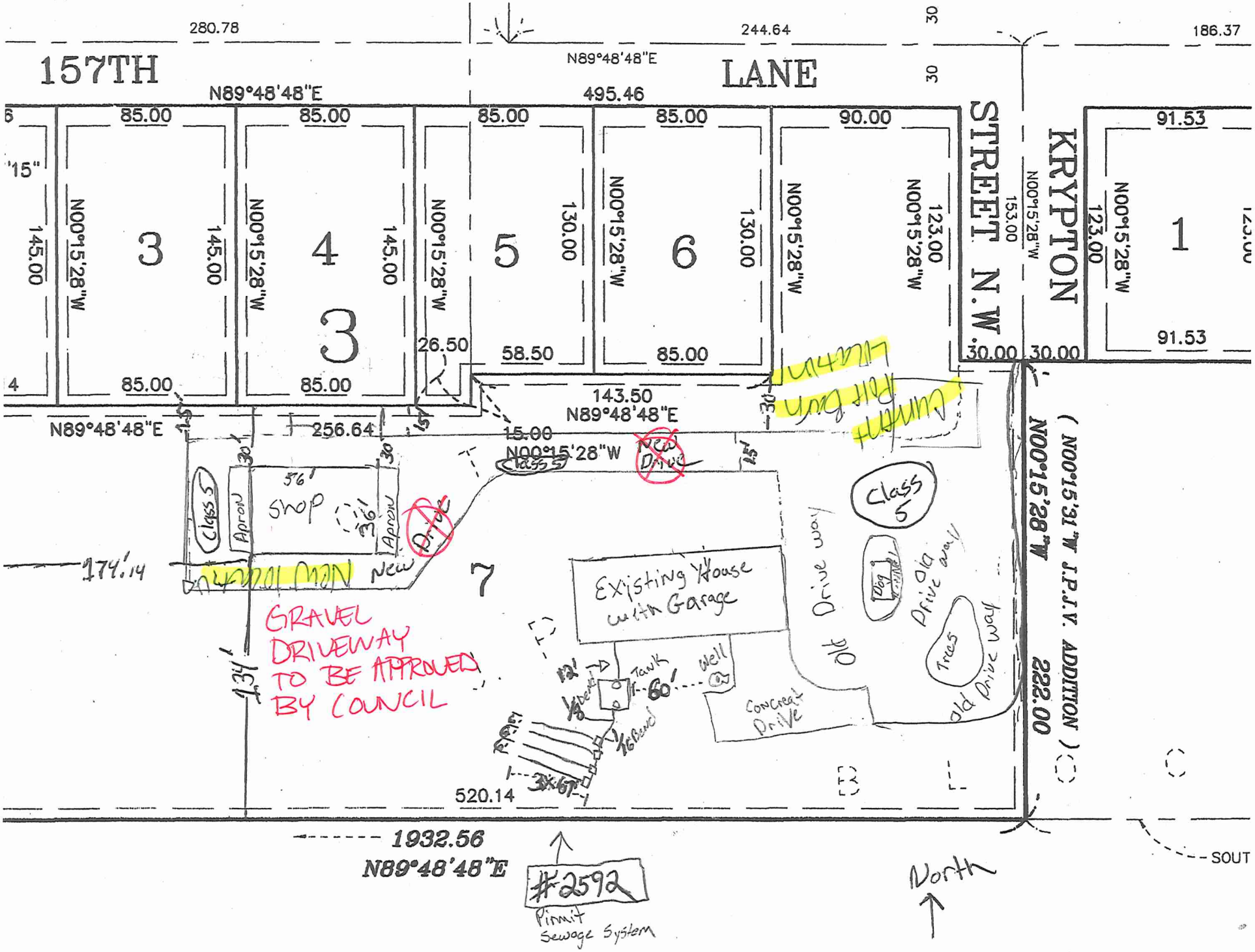
Site Plan Packet

Resolution #20-150

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	07/09/2020 11:52 AM

Form Started By: Tim Gladhill
Started On: 07/01/2020 03:07 PM
Final Approval Date: 07/09/2020


157TH LANE
KRYPTON STREET N.W.
280.78
244.64
186.37
N89°48'48"E
495.46
85.00
90.00
91.53
N00°15'28"W
145.00
130.00
123.00
153.00
3
4
5
6
1
26.50
58.50
143.50
256.64
15.00
30.00
Shop
56'
36'
Apron
Class 5
New Drive
174.14
GRAVEL DRIVEWAY TO BE APPROVED BY COUNCIL
Existing House with Garage
Old Drive way
Old Drive way
Concrete Drive
Tank
Well
Trees
Dog
12'
60'
3'x6'
1/16 Bend
1/8 Bend
520.14
1932.56
N89°48'48"E
(N00°15'31"W J.P.J.V. ADDITION)
N00°15'28"W
222.00
#2592
Permit
Sewage System
North
SOUT



City of RAMSEY

Legend

- Site
- Parcels

N

0 0.0225 0.045 mi


15750
5751
5741
15750
5780
5760
5750
Current Location
5730
Proposed Location
15710
5679
5649
Sources: Esri, HERE, Garmin, USGS, Intermap, INCREMENT P, NRCan, Esri Japan, METI, Esri China (Hong Kong), Esri Korea, Esri (Thailand), NGCC, © OpenStreetMap contributors, and the GIS User Community
City of RAMSEY
Legend
Site
Parcels
N
0
0.0225
0.045 mi

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

RESOLUTION #20-150

RESOLUTION APPROVING EXPANSION OF LAWFUL, NON-CONFORMING DRIVEWAY AT 15710 SAINT FRANCIS BLVD NW

WHEREAS, the home at 15710 Saint Francis Blvd NW ("Property") was constructed prior to current requirements for a paved driveway; and

WHEREAS, the owners of the Property desire to relocate an existing detached accessory building; and

WHEREAS, the relocation will require the configuration of the existing gravel driveway; and

WHEREAS, applicable law allows the City to permit the expansion of a lawful, non-conforming use.

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 expansion of the lawful, non-conforming gravel driveway as indicated on Exhibit A, attached hereto.

2. That the Ramsey City Council notes that this approval is not an indication of compliance or support for future subdivision requests.

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

and the following voted against the same:

and the following abstained:

and the following were absent:

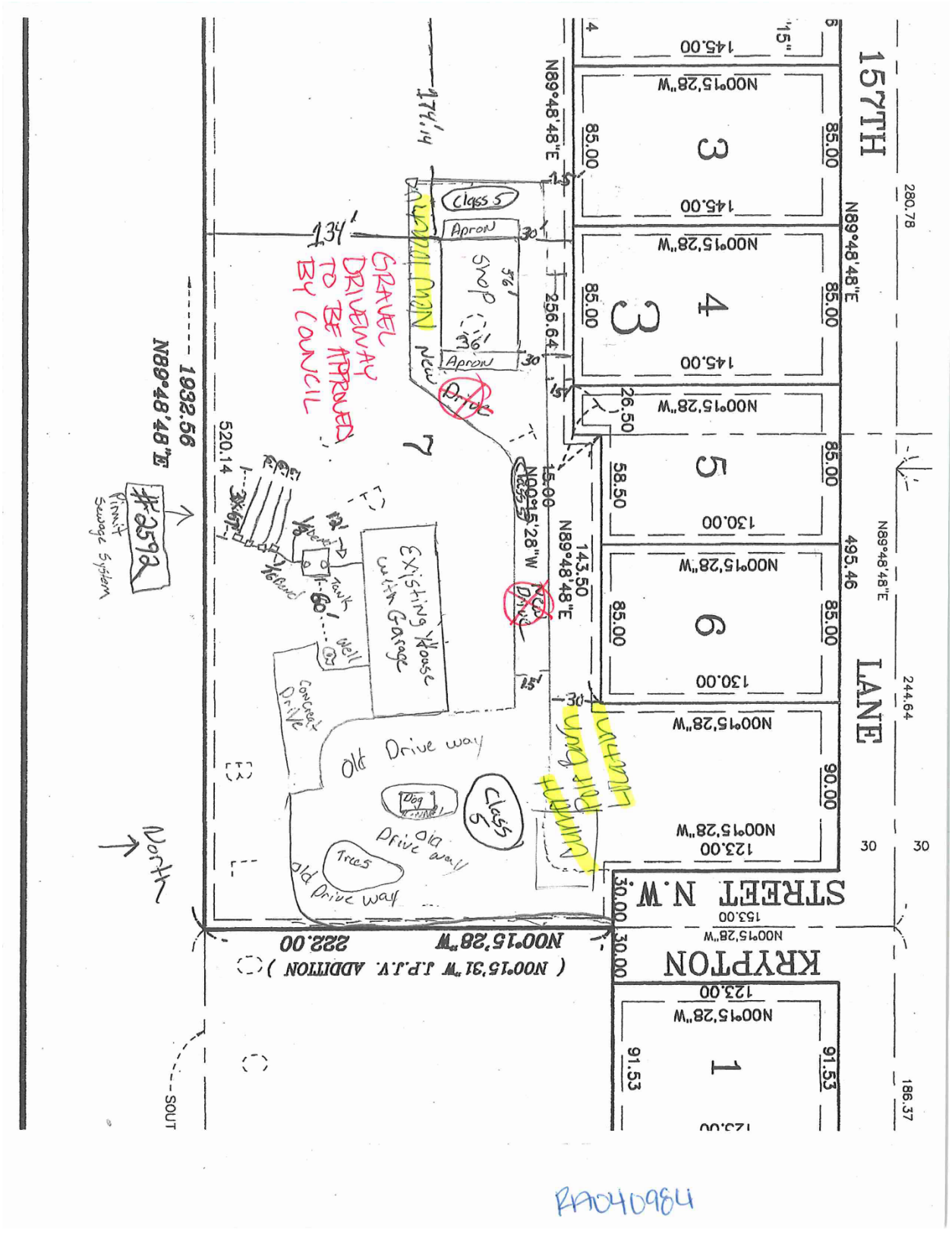
Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 14th day of July, 2020.

_____
Mayor

ATTEST:

_____
City Clerk

Exhibit A
Site Plan



CC Regular Session **5. 12.**

Meeting Date: 07/14/2020

Submitted For: Grant Riemer, Engineering/Public Works

By: Grant Riemer, Engineering/Public Works

Information

Title

Adopt Resolution #20-148 Authorizing Bid Letting for Public Works Facility Project # 20-07

Purpose/Background:

Purpose:

The purpose of this case is to authorize bid letting for the new Public Works Facility, Bid pack # 1 Project 20-07. Note, the award of bids will need to come back to the City Council for consideration at a future meeting.

Background:

The City of Ramsey has long planned for a new public works facility and added it to our Capital Improvement Plan (CIP) in 2006. The land was secured in 2008 by the purchase of the former Bury Carlson site. That purchase was finalized in 2013 and the BKV Group was hired in 2015 to perform a space needs study. This study would be used to determine the size of facility needed to serve the PW department's needs for now and into the future. The size of the current facility is 32,000 sq.ft which consists of 3 separate buildings, with offsite equipment storage spread out over 3 additional sites. The new facility would be approximately 93,000 square feet and is designed to house all public works functions and equipment. It is anticipated that the existing buildings will be renovated at a future date and re-used as storage facilities for PW and the police department. The current utilities building is planned to be used as a future recycling center. Estimated cost is $18.85m base bid, with an alternate bid for an additional $1.26m to add space to allow for future expansion. The new PW facility is being designed to serve the needs of the PW department for the next 30-50 years.

Notification:

N/A

Observations/Alternatives:

The bidding process for the public works campus is divided into two bid packs, with tonight's case covering the first division or bid pack #1. Bid pack # 1 covers structural, civil and precast components. Bid pack #1 is scheduled to be out to the market 7/29/20, with recommendation for award 8/20/20 and back before the council at the 8/25/20 meeting for approval of bids and authorization to award contracts. If bid pack # 1 is approved by council, construction is tentatively set to begin 10/20 with project completion scheduled for 9/21.

Funding Source:

The funding sources overall include: Facility Fund, Landfill Fund, Water and Sewer Utility Funds, Street Light Fund, Recycling Fund and Bonding.

Recommendation:

Staff recommends council authorize RJM construction to proceed with advertisement of bid pack #1 for the new Public Works Facility located at 14199 Jaspar Street.

Action:

Motion to adopt Resolution #20-148 Authorizing Bid Letting of Bid Pack #1 for the Public Works Facility Project # 20-07 located at 14199 Jaspar Street

Attachments

50% Construction Plan
Design Renders
Resolution 20-148

Form Review

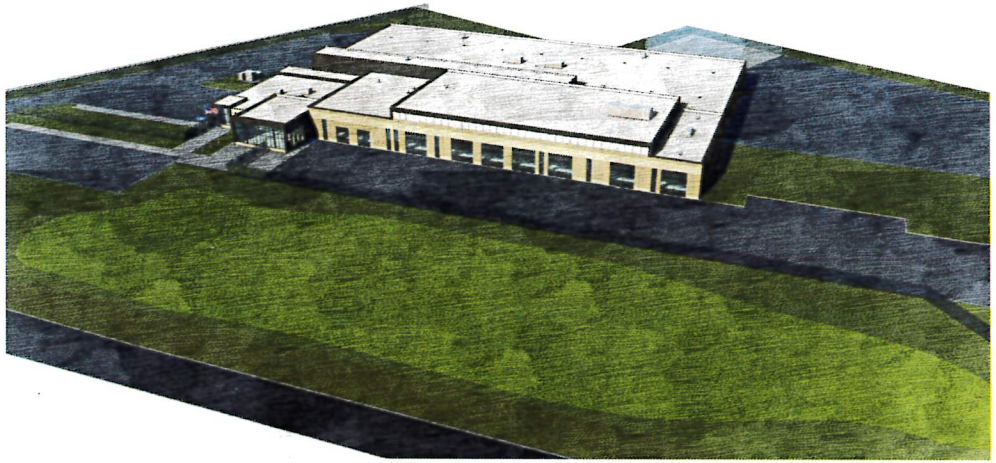
Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	07/09/2020 02:31 PM
Form Started By: Grant Riemer		Started On: 07/09/2020 08:55 AM
Final Approval Date: 07/09/2020		

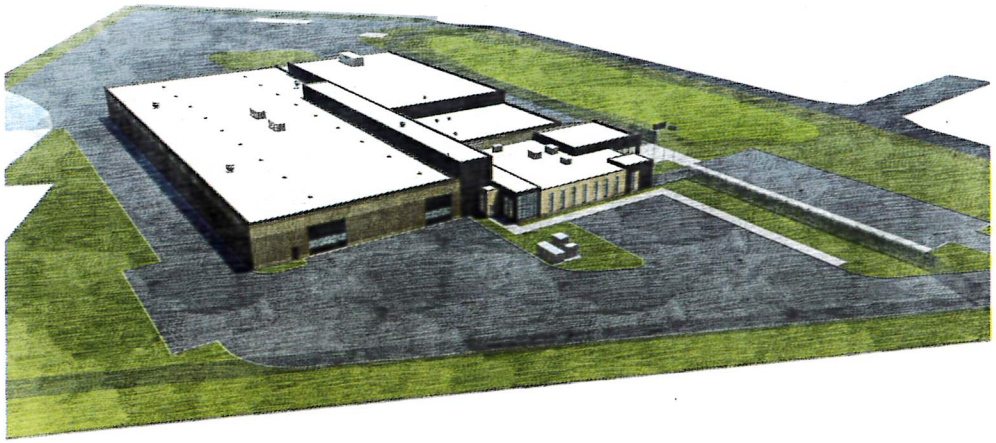
CITY OF RAMSEY

PUBLIC WORKS FACILITY

14199 JASPER STREET NW, RAMSEY, MN 55303

ARCH. PROJECT NO. 20-08





ARCHITECT:
OERTEL ARCHITECTS
175 ST. CLAIR AVE
ST. PAUL, MN 55102
(651) 695-5195
CONTACT: ANDREW COOPER

CIVIL:
SRF CONSULTING
1 CARLTON PARKWAY NORTH
SUITE 150
MINNEAPOLIS, MN 55447
(763) 249-5158
CONTACT: MIKE MAHON

STRUCTURAL:
MEYER BORGMAN JOHNSON
510 MARQUETTE AVE. SOUTH
SUITE 600
MINNEAPOLIS, MN 55402
(612) 338-0713
CONTACT: MURPHY CURRAN

MECHANICAL:
EMANUEL-SOLAPORE, INC.
7700 BUSH LAKE RD.
EDINA, MN 55439
(612) 830-0550
CONTACT: RYAN RINGDAHL

ELECTRICAL:
EMANUEL-SOLAPORE, INC.
7700 BUSH LAKE RD.
EDINA, MN 55439
(612) 830-0550
CONTACT: CORY MEIER

SHEET INDEX

SHEET NUMBER	SHEET NAME
A0.0	WALL SECTIONS
L0	LOADING DOCK DETAILS
GENERAL	
Z0.0	GENERAL INFO
Z0.01	CODE PLAN
T	TITLE
CIVIL	
C1.01	REMOVAL PLAN
C1.02	SITE PLAN
C1.03	SITE PLAN ADD ALTERNATE
C1.04	GRADING, DRAINAGE & EROSION CONTROL
C1.05	GRADING, DRAINAGE & EROSION CONTROL
C1.06	UTILITY PLAN
C1.07	CIVIL DETAILS
C1.08	CIVIL DETAILS
L1.00	LANDSCAPE PLAN
L1.01	LANDSCAPE DETAILS
A1.0	ENLARGED FLOOR PLANS
ARCHITECTURAL	
A0.01	SITE PLAN
A0.02	ENLARGED SITE PLAN
A0.03	FUEL ISLAND
A1.01	OVERALL FIRST FLOOR PLAN
A1.02	OVERALL FIRST FLOOR PLAN + ADD. ALTERNATE NO.1
A1.03	MEZZANINE FLOOR PLAN
A1.04	ROOF PLAN
A1.11	ENLARGED FLOOR PLANS
A1.12	ENLARGED FLOOR PLANS
A1.13	ENLARGED FLOOR PLANS
A1.14	ENLARGED FLOOR PLANS
A1.15	ENLARGED FLOOR PLANS
A1.16	ENLARGED FLOOR PLANS
A2.01	OVERALL FIRST FLOOR RCP
A2.02	MEZZANINE RCP
A2.11	ENLARGED RCP
A2.12	ENLARGED RCP
A2.13	ENLARGED RCP
A2.14	ENLARGED RCP
A3.01	OVERALL BUILDING ELEVATIONS
A3.02	BUILDING ELEVATIONS
A3.03	BUILDING ELEVATIONS
A4.01	BUILDING SECTIONS
A4.02	BUILDING SECTIONS
A4.03	BUILDING SECTIONS
A5.01	WALL SECTIONS
A5.02	WALL SECTIONS
A6.01	DETAILS
A7.01	INTERIOR ELEVATIONS
A7.02	INTERIOR ELEVATIONS
A7.03	INTERIOR ELEVATIONS
A7.04	INTERIOR ELEVATIONS
A8.01	SCHEDULES
A8.02	FINISH SCHEDULES
STRUCTURAL	
S0.0	STRUCTURAL SHEETS
MECHANICAL	
M0.0	MECHANICAL SHEETS
ELECTRICAL	
E0.0	ELECTRICAL SHEETS

OERTEL ARCHITECTS, LTD.
175 Saint Clair Avenue St. Paul, Minnesota 55102
phone: 651.695.5195 www.oertelarchitects.com
CONSULTANT

NOTES
Project Status

Not for Construction

50% Construction Document Set for Pricing

PROJECT NAME
RAMSEY PUBLIC WORKS FACILITY
CITY OF RAMSEY
14199 Jasper St NW
Ramsey, MN 55303

I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED ARCHITECT UNDER THE LAWS OF THE STATE OF MINNESOTA.

SIGNATURE ANDREW N. COOPER

45485 LICENCE # — 06/09/17 DATE

SHEET NAME
TITLE

REVISIONS

No.	Date	Description

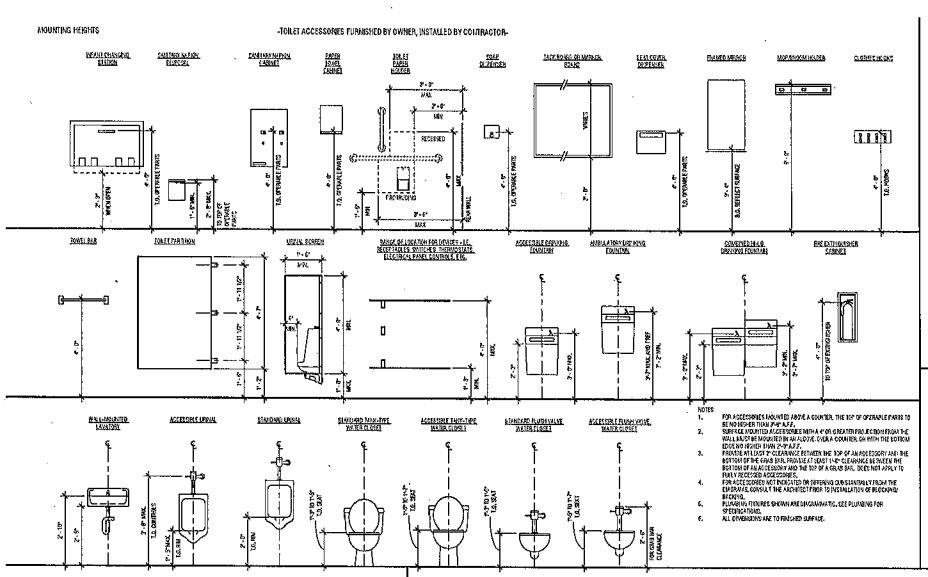
Project Number — Designer
PROJECT NUMBER — DATE

Author — Checker
DRAWN BY — CHECKED BY

SHEET NO.
T

PLOTTED: 6/1/2020 9:53:10 PM PROJECT NAME: Project Name

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NOTES
1. FOR ACCESSORIES MOUNTED ABOVE A COUNTER, THE TOP OF OPERABLE PARTS TO BE NO HIGHER THAN 54" A.F.F.
2. SURFACE MOUNTED ACCESSORIES WITH A 4" OR GREATER PROJECTION FROM THE WALL AND MOUNTED HIGHER THAN ALLOWED, OVER A COUNTER, OR WITH THE BOTTOM EDGE NO HIGHER THAN 27" A.F.F.
3. PROVIDE AT LEAST 2" CLEARANCE BETWEEN THE TOP OF AN ACCESSORY AND THE BOTTOM OF THE GRAB RAIL. PROVIDE AT LEAST 1 1/2" CLEARANCE BETWEEN THE BOTTOM OF A FAUCET/SPOUT AND THE TOP OF A GRAB RAIL. DOES NOT APPLY TO PARA'S RECESSED ACCESSORIES.
4. FOR ACCESSORIES NOT INDICATED ON DIFFERING DIMENSIONALLY FROM THE EXAMPLES, CONSULT THE ARCHITECT PRIOR TO INSTALLATION OF BLOCKING/ BACKING.
5. PLUMBING FIXTURES SHOWN ARE DIAGRAMMATIC, SEE PLUMBING FOR SPECIFICATIONS.
6. ALL DIMENSIONS ARE TO FINISHED SURFACE.

ABBREVIATIONS

ABV	ABOVE	GA	GAUGE	RM	ROOM
ACT	ACOUSTIC CEILING TILE (REFER TO MATERIAL ID)	GYP	GYPSUM	RO	ROUGH OPENING
ACU	ACOUSTIC	GYPBD	GYPSUM BOARD	SCHED	SCHEDULE
AFF	ABOVE FINISH FLOOR	HDWR	HARDWARE	SF	SQUARE FEET
APPROX	APPROXIMATELY	HORIZ	HORIZONTAL	SHT	SHEET
ARCH	ARCHITECTURAL	ID	INSIDE DIAMETER/DIMENSION	SHTG	SHEATHING
BT	BOARD	INSUL	INSULATION/INSULATING	STNL	STAINLESS
BO	BOTTOM OF	INT	INTERIOR	SPEC	SPECIFICATION
BOT	BOTTOM	LAV	LAVATORY	SQ	SQUARE
CIP	CAST IN PLACE	MAX	MAXIMUM	STC	SOUND TRANSMISSION CLASS
CMU	CONCRETE MASONRY UNIT	MDF	MEDIUM DENSITY FIBERBOARD	STL	STEEL
COL	COLUMN	MECH	MECHANICAL	STRUCT	STRUCTURE/STRUCTURAL
CONC	CONCRETE	MIN	MINIMUM	T&G	TONGUE AND GROOVE
CONSTR	CONSTRUCTION	MTL	MIRROR	TEMP	TEMPORARY
CONT	CONTINUOUS	N/A	NOT APPLICABLE	T.O.	TOP OF
CPT	CARPET	NIC	NOT IN CONTRACT	TYP	TYPICAL
CRSNG	CROSSING	NOM	NOMINAL	UNO	UNLESS OTHERWISE NOTED
DF	DRINKING FOUNTAIN	OA	OVERALL	VB	VINYL BASE
DN	DOWN	OC	ON CENTER	VCT	VINYL COMPOSITE TILE
DWG	DRAWING	OD	OUTSIDE DIAMETER	WD	WOOD
EA	EACH	OH	OVERHEAD	WC	WATER CLOSET
EIFS	EXTERIOR INSULATED FINISH SYSTEM	OPP	OPPOSITE	WD	WOOD
ELEC	ELECTRICAL/ELECTRICAL	PNTD	PAINTED/PAINT	WSCT	WAINSCOT
ENG	ENGINEER	PLAM	PLASTIC LAMINATE		
EQP	EQUIPMENT	PLYWD	PLYWOOD	~	APPROXIMATELY
EXP	EXPANSION/EXPANDING	PREFAB	PREFABRICATED	@	AT
FF	FINISH FLOOR	QTY	QUANTITY	&	AND
FFE	FINISH FLOOR ELEVATION	RB	RUBBER BASE	℄	CENTERLINE
FRP	FIBERGLASS REINFORCED PANEL	RCP	REFLECTED CEILING PLAN	#	NUMBER
FD	FACE OF	REF	REFER	#	NUMBER
FRP	FIBER REINFORCED PANEL	REQD	REQUIRED	/	PER
		REV	REVISION/REVERSE	±	PLUS OR MINUS

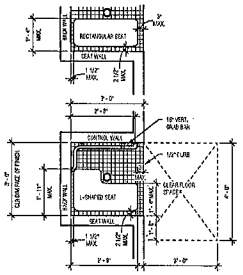
GENERAL NOTES

1. THE DRAWINGS AND THE SPECIFICATIONS MUST BE READ AS THE CONSTRUCTION DOCUMENTS AND, AS SUCH, MUST BE USED TOGETHER IN THE BIDDING AND USE. THE CONTRACTOR IS SPECIFICALLY WARNED NOT TO LIMIT HIS UNDERSTANDING OF THE SCOPE OF THE PROJECT BASED UPON THE SPECIFICATION OR DRAWING INDEX.
2. THIS CONTRACTOR IS RESPONSIBLE TO REVIEW ALL OF OTHER TRADES IN BOTH THE DRAWINGS AND THE SPECIFICATIONS AND IS REQUIRED TO PROVIDE ALL DEVICES AND RESPONSIBILITIES LISTED AS BEING OF THEIR TRADE WHETHER SHOWN ON THE DRAWINGS OR NOT. ANY CONFLICTING INFORMATION SHALL BE BROUGHT TO THE ARCHITECT'S ATTENTION PRIOR TO BIDDING AND NOT AFTER THE CONTRACT IS AWARDED. IN THE EVENT OF SUCH CONFLICTING INFORMATION, THE MORE EXPENSIVE INTERPRETATION SHALL BE USED UNLESS A WRITTEN CLARIFICATION IS OBTAINED FROM THE ARCHITECT PRIOR TO BIDDING. ANY ITEMS OMITTED FROM THE BIDDING DOCUMENTS BUT NECESSARY FOR THE PROPER EXECUTION AND COMPLETION OF THE WORK SHALL BE FURNISHED AND INSTALLED AS THOUGH SPECIFICALLY MENTIONED AS PART OF THE SCOPE OF WORK.
3. NOTICE TO ALL DRAWINGS INCLUDING ANY ARCHITECTURAL, SITE, STRUCTURAL, FIRE PROTECTION, MECHANICAL, ELECTRICAL AND PLUMBING DRAWINGS FOR ADDITIONAL GENERAL NOTES, ABBREVIATIONS AND SYMBOLICS.
4. ALL DRAWINGS, SEE OF CIVIL IMPROVEMENTS DESCRIBING THE WORK OF THE CONTRACT DOCUMENTS. CONTRACTORS SHALL REVIEW ALL DRAWINGS BEFORE INSTALLATION OF THEIR WORK, AND ALL THERE ARE ANY DISCREPANCY BETWEEN AND BETWEEN THE DRAWINGS THAT WOULD CAUSE AN ADVERSE CONSTRUCTION INSTALLATION, NOTIFY ARCHITECT FOR CLARIFICATION PRIOR TO INSTALLATION OF ENGRAVING.
5. DO NOT SCALE DRAWINGS. THE DRAWINGS ARE NOT NECESSARILY TO SCALE - USE DIMENSIONS ONLY. CONTRACTORS SHALL VERIFY ALL CONDITIONS AND DIMENSIONS AT THE JOB SITE PRIOR TO THE START OF CONSTRUCTION. IF DISCREPANCIES ARE FOUND, NOTIFY ARCHITECT FOR CLARIFICATION BEFORE COMMENCING WORK.
6. ALL EXTERIOR DIMENSIONS ARE TO FACE OF MASONRY WALL, INTERIOR DIMENSIONS ARE GIVEN TO THE FINISH FACE OF WALL. ALL WALL AND PARTITION THICKNESS ARE NOMINAL. SEE WALL SECTIONS AND PARTITION TYPES FOR EXACT CONSTRUCTIONS.
7. ALL FIRE PROTECTION, AREA SEPARATION, ELECTRICAL AND PLUMBING PENETRATIONS THROUGH FIRE RATED CONSTRUCTION SHALL BE SEALED AND FIRESTOPPED AND/OR HAVE FIRE DAMPERS EQUIVALENT TO THE HOURLY FIRE RATING OF THE CONSTRUCTION. FIRE RATINGS WILL BE ESTABLISHED WITHIN THESE DOCUMENTS.
8. DETAILED NOTES AND DIMENSIONS ARE EXPLANATORY AND THOSE SHOWN, WHERE SPECIFIC DIMENSIONS ARE NOT GIVEN OR DETERMINED. CONSULT ARCHITECT BEFORE PROCEEDING WITH THE WORK.
9. CONTRACTORS SHALL PROVIDE STIFFENERS, BRACKETS, BACKING PLATES AND SUPPORTING BRACKETS REQUIRED FOR THE PROPER INSTALLATION OF ALL EXTERIOR AND MISCELLANEOUS EQUIPMENT IN METHOD SUCH EQUIPMENT ARE SHOWN AND USED.
10. INSTALL ALL RECESSED CABINETS, PANELS, DOORS AND ACCESS IN FIRE RATED PARTITIONS TO MAINTAIN THE FIRE RATED CONSTRUCTION.
11. CONTRACTOR SHALL COORDINATE ALL FIRE PROTECTION, MECHANICAL, PLUMBING AND ELECTRICAL, FLOOR, ROOF AND WALL SLEEVES AND SHAFTS WITH MECHANICAL, PLUMBING, FIRE PROTECTION, ELECTRICAL, STRUCTURAL AND ARCHITECTURAL DRAWINGS.
12. REFER TO PROJECT MANUAL AND TECHNICAL SPECIFICATIONS TO SUPPLEMENT THESE DRAWINGS.

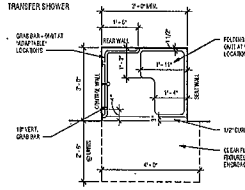
DRAWING SYMBOL SCHEDULE

1 / A101 SHT	SECTION CUT SYMBOL	A	GRID LINE SYMBOL
	ELEVATION SYMBOL		WALL TYPE
1 / A101 SHT	EXTERIOR ELEVATION SYMBOL		WINDOW TYPE
			KEYNOTE
1 / A101 1	INTERIOR ELEVATION SYMBOL		REVISION SYMBOL

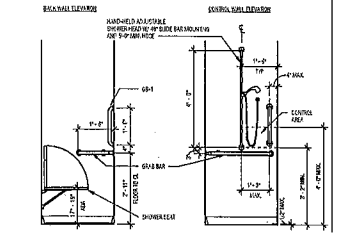
TRANSFER SHOWER PLAN



TRANSFER SHOWER

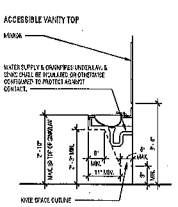


TRANSFER SHOWER ELEVATIONS

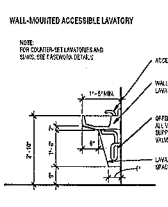


ACCESSIBLE GRAB BAR REQUIREMENTS

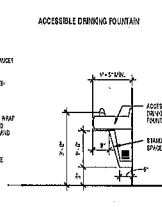
ACCESSIBLE VANITY TOP



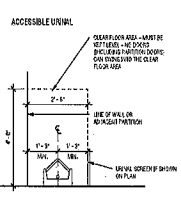
WALL-MOUNTED ACCESSIBLE LAVATORY



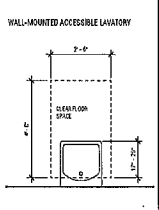
ACCESSIBLE DRINKING FOUNTAIN



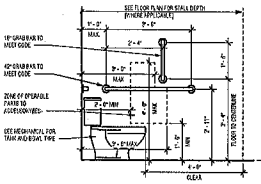
ACCESSIBLE URINAL

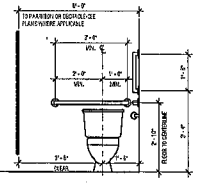


WALL-MOUNTED ACCESSIBLE LAVATORY

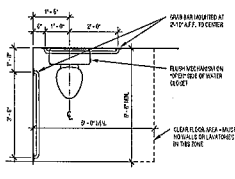


TYPICAL SHOWER STALL MEETING ANSI-117.1 AND IBC/ICC CODE REQUIREMENTS (WHERE APPLICABLE)

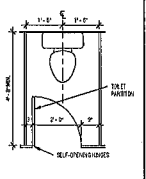




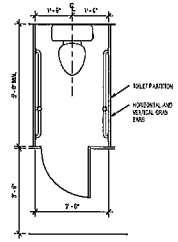
PUBLIC TOILET IN SINGLE USER ACCESSIBLE RESTROOM



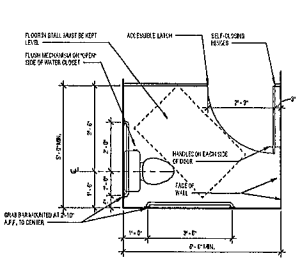
STANDARD TOILET STALL



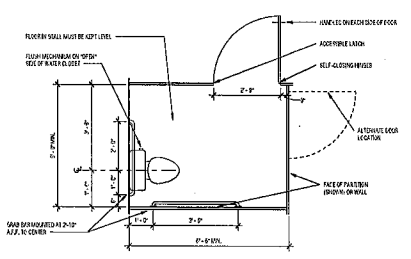
AMBULATORY TOILET STALL



ACCESSIBLE TOILET STALL WITH IN-SWINGING DOOR



ACCESSIBLE TOILET STALL WITH OUT-SWINGING DOOR



ARTEL ARCHITECTS, LTD.
177 West Fifth Avenue
St. Paul Minnesota 55102
phone 651-224-5338
www.artelarchitects.com
CONSULTANT

NOTES
Project Status

Not for Construction

60% Construction Document Set for Pricing

PROJECT NAME: RAMSEY PUBLIC WORKS FACILITY
CITY OF RAMSEY
14180 Sunwood Drive
Ramsey, MN 55303

I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED ARCHITECT UNDER THE LAWS OF THE STATE OF MINNESOTA.

SIGNATURE: ANDREW M. COOPER
LICENSE # 45405 DATE 09/28/09

SHEET NAME
GENERAL INFO

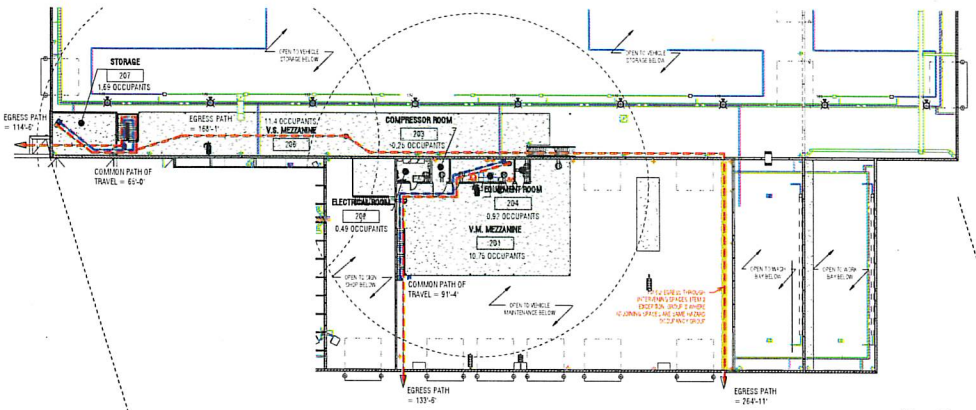
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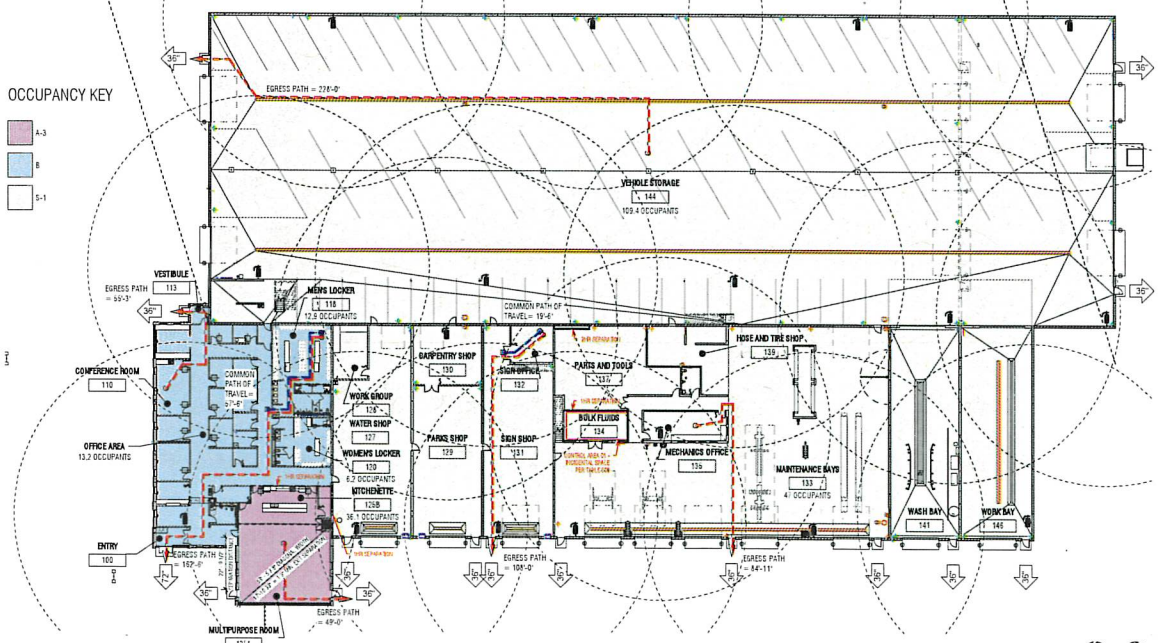
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G002

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2 MEZZANINE FLOOR PLAN
SCALE: 1/16" = 1'-0"



1 FIRST FLOOR PLAN
SCALE: 1/16" = 1'-0"

APPLICABLE CODES:
2020 MINNESOTA STATE BUILDING CODE
2020 MINNESOTA MECHANICAL AND FUEL GAS CODE
2020 MINNESOTA PLUMBING CODE
MINNESOTA ELECTRICAL CODE
2020 MINNESOTA ENERGY CODE
2020 MINNESOTA FIRE CODE
2020 MINNESOTA ACCESSIBILITY CODE

FIRE SUPPRESSION:
FULL FIRE SUPPRESSION PER SEC. 903.2.7 BY PART OF THIS PACKAGE

CHAPTER 3 - USE AND OCCUPANCY CLASSIFICATION:
OCCUPANCIES WITHIN BUILDING AREA

SEC. 303 - A3 (ACCESSORY TO GROUP B) — 2,787 SF
SEC. 304 - B — 6,794 SF
SEC. 311 - S1 — 93,604 SF

INCIDENTAL OCCUPANCIES
SEC. 303 - ASSEMBLY GROUP A - ASSEMBLY AREAS LESS THAN 750 OCCUPANTS, NOT OCCUPANCY B
SEC. 304 - ASSEMBLY GROUP A-3

HIGH-HAZARD GROUP STABLE (SECTION 415 - NOT USED)
* A 100% INCREASE FOR AUTOMATIC SPRINKLER SYSTEM IS PART OF THIS PROJECT
* A 100% INCREASE FOR STORAGE IN APPROVED CABINET OR BIN OR ENCLOSED IN CLOSE
* A QUANTITY UNLIMITED WHERE EQUIPPED THROUGHOUT WITH AN AUTOMATIC SPRINKLER SYSTEM

APPLICABLE MATERIALS (TABLE 307.1(1))
COMBUSTIBLE LIQUIDS = TOTAL GALLONS x 150% x 100% = 440 GALLONS
COMBUSTIBLE LIQUIDS (IBC = UNLIMITED PER NOTE 1)

APPLICABLE MATERIALS (TABLE 307.1(2))
COMBUSTIBLES = NOTE 1, 2% OF OCCUPANCIES = REFERENCE TABLE 414.2.2(1)

CHAPTER 4 - SPECIAL REQUIREMENTS BASED ON USE AND OCCUPANCY:
SEC. 414 - HAZARDOUS MATERIALS

SEC. 414.2.5 (INFORMATION REQUIRED - PROVIDE HAZARDOUS MATERIAL QUANTITY AND TYPE TO BE STORED)

SEC. 414.2.2 - CONTROL AREAS
SEC. 414.2.3 - SEPARATED BY A FIRE BARRIER

TABLE 414.2.2 - DETAILS AND NUMBER OF CONTROL AREAS:
ABOVE GRADE PLANE 1
- % OF MAX. QUANTITY = 100%
- # OF AREAS = 4
- FIRE BARRIER RATING = 1HR

ABOVE GRADE PLANE 2
- % OF MAX. QUANTITY = 25%
- # OF AREAS = 3
- FIRE BARRIER RATING = 1HR

TABLE 414.2.5(1)
DENSITY/USE RATE, STORAGE, IF OCCUPANCY LEAD ACID BATTERIES = 3 PER POUNDS (*1)
(*1) 100% INCREASE FOR AUTOMATIC SPRINKLER SYSTEM

CHAPTER 5 - GENERAL BUILDING HEIGHTS AND AREAS:
SEC. 504 - BUILDING HEIGHTS AND NUMBER OF STORIES

OCCUPANCY GROUP	A-3
CONSTRUCTION TYPE	II-B
MAXIMUM HEIGHT	SPRINKLERED = 75 FT.
MAXIMUM STORIES	SPRINKLERED = 3
OCCUPANCY GROUP	B
CONSTRUCTION TYPE	II-B
MAXIMUM HEIGHT	SPRINKLERED = 75 FT.
MAXIMUM STORIES	SPRINKLERED = 4
OCCUPANCY GROUP	S-1
CONSTRUCTION TYPE	II-B
MAXIMUM HEIGHT	SPRINKLERED = 75 FT.
MAXIMUM STORIES	SPRINKLERED = 3

SEC. 505 MEZZANINES AND ENVIRONMENTAL STORAGE
SEC. 505.2 = MEZZANINE IN COMPLIANCE WITH SEC. 505.2 SHALL BE CONSIDERED AS A PART OF THE FLOOR BELOW AND NOT CONTRIBUTE TO EITHER THE BUILDING AREA OR NUMBER OF STORIES PER SEC. 505.1
AREA OF MEZZANINE **DOES** CONTRIBUTE TO FIRE AREA

CLEAR HEIGHT ABOVE AND BELOW MEZZANINE SHALL BE NOT LESS THAN 7'-0"

SEC. 505.2.1 = AGGREGATE AREA SHALL NOT BE GREATER THAN ONE-THIRD (1/3) OF THE SPACE IN WHICH IT IS LOCATED

V.M. AREA =	11,559 SF
V.M. MEZZANINE =	3,872 SF = **OKAY**
V.C. AREA =	54,179 SF
V.C. MEZZANINE =	4,319 SF = **OKAY**

SEC. 505.2.2 = MEANS OF EGRESS FOR MEZZANINES SHALL COMPLY WITH CHAPTER 10

SEC. 505.2.3 = MEZZANINES SHALL BE OPEN EXCEPT FOR WALLS NO MORE THAN 42" TALL (EXCEPTIONS AND HEIGHT
EXCEPTIONS:
1. NOT REQUIRED TO BE OPEN IF OCCUPANT LOAD IS LESS THAN 10 OF THE ENCLOSED AREA.
2. NOT REQUIRED TO BE OPEN IF TWO MEANS OF EGRESS ARE PROVIDED, AND ONE LEADS TO DIRECT ACCESS TO AN EXIT

SEC. 505.3 - BUILDING AREA
SEC. 506.2.1 = SPACE OCCUPANCY: ONE STORY BUILDING EQUATION 5-A1
$A_a = A_t + [NCN]$

A_a = ALLOWABLE BUILDING AREA PER STORY OF...
A_t = TABULAR ALLOWABLE AREA FACTOR PER TABLE 506.2
NCN = TABULAR AREA FACTOR PER TABLE 506.2 FOR NON-SPRINKLERED BUILDING REGARDLESS OF SPRINKLER SYSTEM
I_f = AREA FACTOR INCREASE DUE TO FRONTAGE CALCULATED PER TABLE 506.2

TABLE 506.2(1) ALLOWABLE AREA FACTOR

A-3, TYPE IIB, ONE STORY	31,000 SF
B, TYPE IIB, ONE STORY	62,000 SF
S-1, TYPE IIB, ONE STORY	79,000 SF

SEC. 506.2.2 = MIXED OCCUPANCIES, ONE STORY BUILDING
FACILITIES OF SIZES WITH EQUATION 5-A1
MEZZANINES ARE PART OF THE FLOOR BELOW, THEREFOR THEY DO NOT CONTRIBUTE TO AREA

SEC. 506.3 = FRONTAGE INCREASE
INCREASE GIVEN TO BUILDING DUE TO AMOUNT OF BUILDING PERIMETER HAVING ACCESS TO A PUBLIC WAY OR OPEN SPACE (ONE OR MORE TO THE PUBLIC WAY, PUBLIC ROAD, ENGINEERED OR AREA AS ALLOWED)
EXCEPTION: WHERE A BUILDING MEETS REQUIREMENTS OF SECTION 507 AND A MORE FAVORABLE INCREASE IS ALLOWED

SEC. 506.3.1 AMOUNT OF INCREASE
EQUATION 5-G: $I_f = [F / P - 0.25] W / 30$
I_f = [FT WIDTH SPACE / PERIMETER]

I_f = AREA INCREASE DUE TO FRONTAGE
F = BUILDING PERIMETER THAT FRONTS ON A PUBLIC WAY OR OPEN SPACE HAVE 20'-0" OPEN MIN. WIDTH
P = PERIMETER OF ENTIRE BUILDING (FT)
W = WIDTH OF PUBLIC WAY OR OPEN SPACE (FT)

A-3 OCCUPANCY
$A_a = A_t + [NCN]$
Area 31,000 + (31,000 x .75)
Area 54,250 SF

B OCCUPANCY
$A_a = A_t + [NCN]$
Area 62,000 + (62,000 x .75)
Area 108,500 SF

S-1 OCCUPANCY
$A_a = A_t + [NCN]$
Area 79,000 + (79,000 x .75)
Area 138,250 SF

MODIFIED ALLOWABLE BUILDING AREA

A-3	40,125 SF
B	130,250 SF
S-1	81,125 SF

PROPOSED BUILDING AREAS

A-3	2,787 SF = **OKAY**
B	6,794 SF = **OKAY**
S-1	93,604 SF = **NOT OKAY**
TOTAL	83,941 SF

SEC. 507 - UNLIMITED AREA BUILDINGS
SEC. 507.1 = **AREAS OF B AND S OCCUPANCIES WITH NO MORE THAN ONE STORY SHALL NOT BE LIMITED** WHERE AN AUTOMATIC SPRINKLER SYSTEM IS PROVIDED AND PUBLIC WAY OR YARD OF MORE THAN 60'-0" WIDE

SEC. 507.3 = GROUP A-3, TYPE II-B CONSTRUCTION SHALL NOT BE LIMITED CONSIDERING
- VOTING AUDITORIUM (OTHER THAN A PLAYHOUSE)
- BUILDING HAS FULLY AUTOMATIC FIRE SUPPRESSION
- BUILDING SHALL BE SURROUNDED BY OPEN PUBLIC WAYS OR YARDS

SEC. 508 = MIXED USE AND OCCUPANCY
SEC. 508.2.4 = NO SEPARATION (IF REQUIRED BETWEEN ACCESSORY OCCUPANCIES AND MAIN OCCUPANCY OF THE BUILDING (IN OCCUPANCY OF PORTION OF BUILDING IN WHICH IT IS LOCATED
TABLE 508.4 = REQUIRED SEPARATION OF OCCUPANCIES

OCCUPANCY	SEPARATION
B, S-1	NO SEPARATION REQ.
A, B, S-1	1HR

SEC. 509.4.2 = SUM OF PARTS OF ACTUAL ALLOWABLE BUILDING AREA SHALL NOT EXCEED 1.0

CHAPTER 6 - TYPES OF CONSTRUCTION:
SEC. 602.3 = NOT PERMITTED IN NON-COMBUSTIBLE CONSTRUCTION
SEC. 602.4 = SHALL NOT BE INCREASED IN TYPE IIB
SEC. 602.5 = SHALL NOT BE LOCATED MORE THAN 10% OF THE AREA OF ANY FLOOR (LOCATED)
SEC. 602.6.1 = SEPARATION PER TABLE 601 FIRE BARRIER PER TABLE 707

TABLE 601

FURNACE ROOM (EQUIPMENT >= 400K BTU/HR)	1HR OR SPRINKLERED
BOILER ROOM WITH LARGEST EQUIPMENT OVER 1000 BHP	1HR OR SPRINKLERED
STATIONARY STORAGE BATTERY SYSTEMS	1HR IN 1A OR 2B OR B

CHAPTER 8 - FIRE RESISTANCE:
TABLE 601 FOR TYPE II-B = FIRE RESISTANCE RATING REQ. (HOURS)

STRUCTURAL FRAME	0
EXTERIOR BEARING WALLS	0
INTERIOR BEARING WALLS	0
EXTERIOR NON-BEARING WALLS	0
INTERIOR NON-BEARING WALLS	0
FLOOR CONSTRUCTION	0
ROOF CONSTRUCTION	0

TABLE 602 FOR TYPE II-B = FIRE RESISTANCE RATING REQ. (HOURS) FOR EXTERIOR WALLS BASED ON SEPARATION DISTANCE

DISTANCE (X) FT.	CONST. TYPE	F>1	A AND B
X = 5	N/C	3	1
5 < X < 10	N/C	2	1
10 <= X < 30	N/C	1	1
X >= 30	N/C	0	0

CHAPTER 9 - FIRE PROTECTION SYSTEM:
FULLY COMPLIANT AUTOMATIC SPRINKLER SYSTEM AS PART OF THIS WORK

SEC. 907 = SMOKE CONTROL SYSTEMS
SEC. 909.1 = PASSIVE OR MECHANICAL SMOKE CONTROL SYSTEMS WHERE REQUIRED

SEC. 910 = SMOKE AND HEAT REMOVAL
SEC. 910.2.1 = GROUP S-1 = SMOKE AND HEAT VENTS OR MECHANICAL SMOKE REMOVAL PER 910.4 IF EXCEEDING 20,000 SF OF ENCLOSED AREA
SEC. 910.3.2 = SMOKE AND HEAT VENT LOCATIONS: 20'-0" FROM LOT LINES; 10'-0" FROM FIRE BARRIERS; AND UNIFORM LY LOCATED
SEC. 910.3.3 = SMOKE AND HEAT VENT AREA: $A_{vn} = N \times 100$ (EQUATION 9-1

$A_{vn} = 1,744,000 \text{ FT}^2 / 100 = 131$ **SF OF SMOKE AND HEAT VENT**

CHAPTER 10 - MEANS OF EGRESS:
SEC. 1004.1 = OCCUPANT LOAD
TABLE 1004.1.2 = FLOOR AREA PER OCCUPANT (APPLICABLE SPACES)

A-3 ASSEMBLY UNCONCENTRATED (NO FIXED SEATS)	15 NET	
1,559 SF	1 PER 15 OCCUPANTS	
TOTAL ASSEMBLY A-3	**104 OCCUPANTS**	
B - TOWER ROOMS	50 GROSS	
356 SF	7 OCCUPANTS	
B - BUSINESS AREAS	150 GROSS	
19,435 SF	130 OCCUPANTS	
TOTAL BUSINESS B	**83 OCCUPANTS**	
S-1 STORAGE AREAS AND MAINTENANCE	300 GROSS	
14,107 SF	47 OCCUPANTS	
S-1 ACCESSORY (STORAGE, MECH., EQUIP.)	300 GROSS	
13,932 SF	46 OCCUPANTS	
S-1 GARAGE AREA	200 GROSS	
94,565 SF	473 OCCUPANTS	
TOTAL STORAGE S-1	**235 OCCUPANTS**	
TOTAL BUILDING COUNT	**394 OCCUPANTS**	

SEC. 1004.2 = MEANS OF EGRESS SIZING
SEC. 1011.5.1 = STAIRWAYS: OCCUPANT LOAD x 0.3 INCH PER OCCUPANT
SEC. 1005.3.2.2 = OTHER COMPONENTS: OCCUPANT LOAD x 0.2 INCH PER OCCUPANT

SEC. 1006 = NUMBER OF EXITS AND EXIT ACCESSWAYS
TWO EXITS ARE REQUIRED WHERE OCCUPANT LOAD EXCEEDS ONE EXIT ALLOWED IN TABLE 1006.3.1
SEC. 1006.2.2.1 = EXPECTED NUMBER IN USE (BOILER ARE, FURNACE ROOMS) TWO EXITS OR EXITS AND ADEQUATE SEPARATED BY 1/2 DIAGONAL DIMENSION

TABLE 1006.2.1 = SPACES ALLOWED WITH ONE EXIT

OCCUPANCY	MAX. OCCUPANT	COMMON PATH OF EGRESS TRAVEL DISTANCE
A	A3	75'
B	A3	100'
S	S1	100'

SEC. 1104 = ACCESSIBLE MEANS OF EGRESS
SEC. 1104.1 = ACCESSIBLE MEANS OF EGRESS SHALL BE PROVIDED WITH NOT LESS THAN ONE ACCESSIBLE MEANS OF EGRESS. WHERE MORE THAN ONE IS REQUIRED, NOT LESS THAN TWO SHALL BE PROVIDED
EXCEPTION: ONLY ACCESSIBLE MEANS OF EGRESS FROM ACCESSIBLE MEZZANINE LEVEL PER SECTION 1009.3.1, 1009.4 AND 1009.8
SEC. 1104.2.1 = AN ELEVATOR IS **NOT REQUIRED** AT THE LOCATION
SEC. 1104.3.1 = AN ACCESSIBLE MEANS OF EGRESS STAIRWAY IS REQUIRED FROM MEZZANINES ARE PERMITTED, AS AN ACCESSIBLE MEANS OF EGRESS
SEC. 1104.3.2 = MUST BE AT BETWEEN MEZZANINE
EXCEPTION: AT NOT REQUIRED ON BUILDINGS WITH AUTOMATIC SPRINKLER SYSTEM

SEC. 1104 = DOORS, GATES, AND TRANSFER
SEC. 1104.3.1 = DOORS SHALL HAVE A MIN. CLEAR WIDTH OF 32"
SEC. 1104.3.2 = DOORS SHALL BE POSITIVE LATCHING AND POWER-ASSISTED SWINGING TYPE DOORS SHALL SWING IN THE DIRECTION OF EGRESS TRAVEL WHERE SERVING A ROOM OR SPACE MORE OCCUPANTS.

SEC. 1104 = STAIRWAYS
SEC. 1104.2 = MIN. WIDTH 44" EXCEPT WHEN OCCUPANT LOAD IS LESS THAN 50, THEN NOT LESS THAN 36"
SEC. 1104.3 = EACH FLIGHT SHALL NOT HAVE VERTICAL RISE GREATER THAN 12' BETWEEN LANDINGS
SEC. 1104.3.3 = UNOCCUPIED ROOFS ALLOWED ACCESS FROM SHIPS LADDER OR PERMANENT LADDER

SEC. 1104 = EXIT ACCESS TRAVEL DISTANCE
TABLE 1017.2 EXIT ACCESS TRAVEL DISTANCE (FT)

OCCUPANCY	WITHOUT SPRINKLER
A, S-1	250'
B	300'

SEC. 1017.2.2 = 5x INCREASE BUT ACCESS DISTANCE TO 400' WHERE
- 1+ EXIT IS STAIR
- MRL HEIGHT TO UNDERSIDE OF MAINTENANCE SHELF
- AUTOMATIC SPRINKLER SYSTEM

SEC. 1015.1 = EXIT ACCESS STAIRWAYS AND RAMPS
SEC. 1015.2 = ALL STORY HAVING EXIT ACCESS STAIRWAY THAT SERVE FLOOR LEVELS IN A SINGLE STORY ARE **NOT** REQUIRED TO BE ENCLOSED (MEZZANINE HAS CONFORMED PART OF STORY BELOW)
SEC. 1015.2.2 = OCCUPANCIES OTHER THAN R-3 REQUIRE AN ENCLOSED STAIRWAY BY SHAFT ENCLOSURE
EXCEPTION: EXTERIOR EXIT STAIRWAYS WITH FREE EGRESS WITHIN ONE STORY AND NOT OPEN TO OPEN STORIES

CHAPTER 29 - PLUMBING FIXTURE CALCULATION:
TABLE 2902.1 = MIN. NUMBER OF REQUIRED PLUMBING FIXTURES

OCCUPANCY A-3	REQUIRED
WATER CLOSETS M & F = 1/125	M = 1 F = 1
LAVATORIES M & F = 1/200	M = 1 F = 1
DRINKING FOUNTAINS S/1000	1
SERVICE SINK	1
OCCUPANCY B	REQUIRED
WATER CLOSETS M & F = 1/50 1/100 > 50	M = 1 F = 1
LAVATORIES M & F = 1/50 1/100 > 50	M = 1 F = 1
DRINKING FOUNTAINS S/1000	1
SERVICE SINK	1
OCCUPANCY S-1	REQUIRED
WATER CLOSETS M & F = 1/100	M = 1 F = 1
LAVATORIES M = 1/100 F = 1/100	M = 1 F = 1
DRINKING FOUNTAINS S/1000	1
SERVICE SINK	1
TOTAL	REQUIRED
WATER CLOSETS	3 TOTAL (1 M, 2 F)
LAVATORIES	3 TOTAL (1 M, 2 F)
DRINKING FOUNTAINS	3 TOTAL
SERVICE SINKS	3

EGRESS PATH SCHEDULE	
BUILDING AREAS AND OCCUPANCIES	PATH OF EGRESS
A-3 MULTIPURPOSE ROOM	
EGRESS PATH	47'-0"
B - CONFERENCE ROOM	
EGRESS PATH	57'-7"
B MENS LOCKER	
COMMON PATH OF TRAVEL	57'-7"
EGRESS PATH	152'-6"
B1 MECH. OFFICE	
EGRESS PATH	152'-11"
B1 SIGN OFFICE	
COMMON PATH OF TRAVEL	57'-7"
EGRESS PATH	129'-0"
S-1 V.M. MEZZANINE STORAGE	
COMMON PATH OF TRAVEL	57'-7"
EGRESS PATH	137'-8"
S-1 V.C. MEZZANINE NORTH	
EGRESS PATH	108'-11"
S-1 V.C. MEZZANINE SOUTH	
EGRESS PATH	108'-11"
S-1 V.C. MEZZANINE STORAGE	
COMMON PATH OF TRAVEL	57'-7"
EGRESS PATH	114'-0"
S-1 VEHICLE STORAGE	
EGRESS PATH	228'-0"

FIRE RATED WALLS:

1HR RATED FIRE BARRIER HOREDINTAL ASSEMBLY

2 HR RATED FIRE BARRIER HORIZONTAL ASSEMBLY

ALL FIRE BARRIER WALLS TO BE MARKED AND IDENTIFIED PER SEC. 707.3. FIELD VERIFY WITH ARCHITECT/OWNER LOCATION AND COLOR

GENERAL NOTES:

PLAN NOTES ARE TYPICAL FOR ALL BUILDING PLANS. SOME NOTES MAY NOT BE LOCATED ON ONE PLAN VIEW, BUT ARE STILL APPLICABLE WITHIN THE PROJECT

FIRE BARRIERS PER MNBC SEC. 707
HORIZONTAL ASSEMBLIES PER MNBC SEC. 711

SEE SHEET ??? FOR TYPICAL PENETRATION DETAILS IN FIRE RATED ASSEMBLIES

ALL JOINTS (FLOOR, CEILING OR STRUCTURE, AND WALL TO STRUCTURE SHALL BE SEALED TO MEET FIRE RATING REQUIREMENTS)

EGRESS PATH:

PATHWAY OF EGRESS

COMMON PATH OF TRAVEL

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CONSULTANT

NOTES:
Project Status

Not for Construction

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PROJECT NAME: RAMSEY PUBLIC WORKS FACILITY
CITY OF RAMSEY
14199 Jaipon St NW
Ramsey, MN 55303

I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED ARCHITECT UNDER THE LAWS OF THE STATE OF MINNESOTA.

SIGNATURE: ANDREW N. COOPER
46485 — LICENCE #
05/12/20 — DATE

SHEET NAME
CODE PLAN

REVISIONS

No.	Date	Description

Project Number — Designer
PROJECT NUMBER — DATE
Author — Checker
DRAWN BY — CHECKED BY

SHEET NO.
G003

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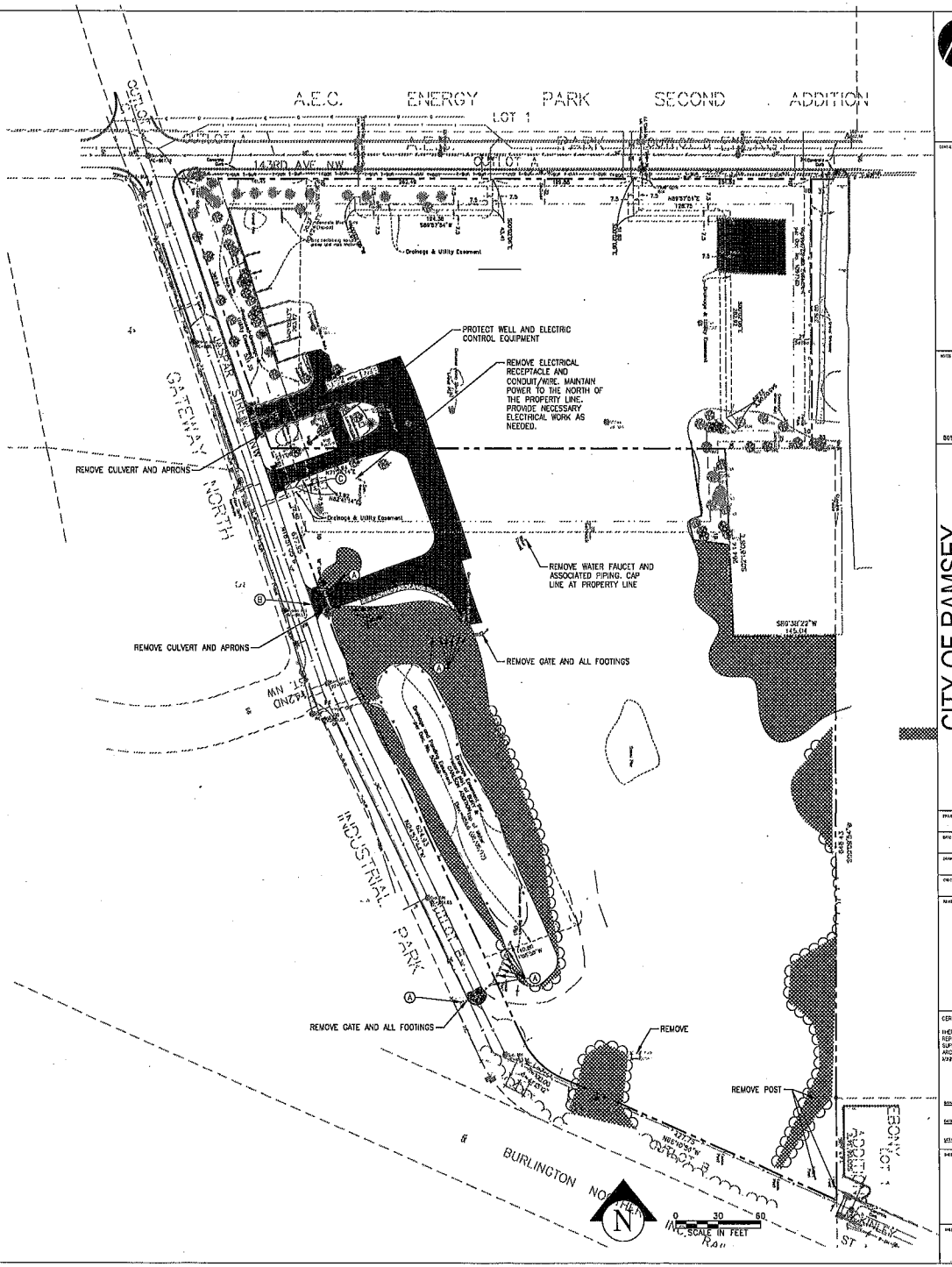
EXISTING CONDITIONS AND SITE REMOVALS NOTES:

1. EXISTING CONDITIONS BASED ON SURVEY (TYPE OR TITLE) BY SURVEY FIRM, DATED 00-00-0000.
2. CONTRACTOR IS SOLELY RESPONSIBLE FOR VERIFYING EXISTING CONDITIONS PRIOR TO THE START OF CONSTRUCTION, AND NOTIFYING THE CIVIL ENGINEER AND OWNER IMMEDIATELY OF ANY DISCREPANCIES. THIS INCLUDES, BUT NOT LIMITED TO, TOPOGRAPHY, ELEVATIONS, UTILITIES, VEGETATION, AND OTHER RELATED ITEMS.
3. CONTRACTOR SHALL BE SOLELY RESPONSIBLE FOR ALL UTILITY LOCATES. THE CONTRACTOR SHALL SUBMIT A TICKET FOR PUBLIC UTILITY LOCATES 48 HOURS PRIOR TO ANY GRADING, EXCAVATION, OR UTILITY WORK THROUGH "GOPHER STATE ONE CALL" (GSOC) AT WWW.GSOCSUBMIT.ORG, OR CALLING 811, ALONG WITH ANY FOLLOW-UP TO MISSING INFORMATION. THE CONTRACTOR MUST HIRE A PRIVATE UTILITY LOCATING SERVICE TO LOCATE PRIVATE UTILITIES IN THE CONSTRUCTION AREA PRIOR TO ANY EXCAVATION. THE ENGINEER SHALL BE NOTIFIED IMMEDIATELY IF ANY DISCREPANCIES ARE FOUND.
4. CONTRACTOR SHALL PLACE ALL NECESSARY EROSION CONTROL MEASURES REQUIRED TO MAINTAIN SITE STABILITY PRIOR TO EXECUTING ANY SITE REMOVALS AND IMPROVEMENTS. SEE EROSION CONTROL PLAN AND STORMWATER POLLUTION PREVENTION PLAN (SWPPP) AND RELATED DOCUMENTS.
5. CONTRACTOR SHALL COORDINATE LIMITS OF REMOVALS WITH PROPOSED IMPROVEMENTS AND FIELD VERIFY CONDITION OF EXISTING APPURTENANCES TO REMAIN. CONTRACTOR SHALL BE RESPONSIBLE FOR PROTECTING, REPAIRING, OR REPLACING MISCELLANEOUS ITEMS (SUCH AS FENCES, SIGNS, IRRIGATION HEADS, ETC.) THAT MAY BE DAMAGED BY CONSTRUCTION. CONTRACTOR SHALL PROTECT SURFACE AND SUBSURFACE FEATURES NOT NOTED FOR REMOVAL. PROVIDE SAWCUT AT PAVEMENT EDGE REMOVAL. PROVIDE SMOOTH TRANSITION OF ANY REMOVAL OR IMPROVEMENTS AT DISTURBANCE EDGE. HAUL AND DISPOSE OF ALL REMOVAL ITEMS OFF-SITE.
6. CONTRACTOR SHALL DEMOLISH AND REMOVE ALL ITEMS ILLUSTRATED ON THE PLANS AND OTHER ITEMS, AS NECESSARY FOR THE PROJECT AND RELATED IMPROVEMENTS. THIS INCLUDES ITEMS SUCH AS BUILDINGS, ACCESSORY STRUCTURES, FOUNDATIONS, PAVEMENTS, DEBRIS, VEGETATION, SUBSURFACE ITEMS (UTILITIES), UNDESIRED SOIL, AND OTHER RELATED ITEMS. VERIFY ALL SOIL CORRECTIONS WITH GEOTECH REPORT AND RECOMMENDATIONS, UNLESS NOTED OTHERWISE. HAUL AND DISPOSE OF ALL REMOVAL ITEMS OFF-SITE.
7. CONTRACTOR SHALL REMOVE, REPAIR AND/OR RELOCATE EXISTING PRIVATE OR PUBLIC UTILITIES AS NECESSARY, WHETHER STATED ON THE PLANS OR NOT, INCLUDING ANY RELATED PERMITS AND FEES. CONTRACTOR TO COORDINATE AND RECEIVE APPROVAL FOR ACTIVITIES WITH OWNER AND UTILITY COMPANIES BEFORE STARTING WORK.
8. CLEAR, GRUB, AND REMOVE ALL TREES AND VEGETATION WITHIN THE CONSTRUCTION LIMITS, OR AS NOTED. STRIP TOPSOIL, STOCKPILE, AND REDISTRIBUTE PER GRADING PLAN.
9. TREE PROTECTION FENCING SHALL BE INSTALLED AT THE DRIP LINE OF TREES TO REMAIN, OR AS ILLUSTRATED, WITHIN LIMITS OF DISTURBANCE PRIOR TO THE START OF CONSTRUCTION AND MAINTAINED THROUGHOUT THE PROJECT. NO DETRIMENTAL CONDITIONS TO OCCUR AT TREE PRESERVATION AREAS, SUCH AS STORAGE OF EQUIPMENT/MATERIALS, CHEMICAL WASH, OR EXCAVATION.
10. CONTRACTOR SHALL PROVIDE ALL STAGING AND TEMPORARY TRAFFIC CONTROL FOR THE PROJECT, AS APPROVED BY THE OWNER AND GOVERNING AGENCY. PROVIDE MINIMAL DISRUPTION TO ADJACENT PROPERTIES AND STREETS, OR AS DIRECTED BY PROPERTY OWNER.
11. CONTRACTOR SHALL PROVIDE TEMPORARY CONDITIONS, SUCH AS CONSTRUCTION TRAILER, TEMPORARY FENCING, AND OTHER SECURITY MEASURES FOR THE LENGTH OF THE ENTIRE PROJECT.
12. ALL CONSTRUCTION PERMITS, APPLICATIONS AND FEES ARE THE RESPONSIBILITY OF THE CONTRACTOR, UNLESS NOTED OTHERWISE.
13. FOR ANY SALVAGE AND/OR REINSTALL ITEMS, CONTRACTOR TO PROVIDE ALL WORK RELATED TO RE-LOCATION (TEMP AND PERMANENT), STORAGE, AND PROTECTION.

NOTES:
- (A) REMOVE CONCRETE BLOCK
- (B) SAWING BITUMINOUS PAVEMENT (FULL DEPTH)
- (C) REMOVE TREE
- (D)
- (E) REMOVE LIGHTPOLE
- (F) REMOVE BENCH AND CONCRETE PAD
- (G) PROTECT TREE
- (H) PROTECT INPLACE WATERMAIN
- (I) REMOVE GRATE

REMOVAL LEGEND

- PROPERTY LINE
- REMOVE BITUMINOUS PAVEMENT
- REMOVE CONCRETE PAVEMENT
- CLEAR AND GRUB (AREA)
- CLEAR AND GRUB (TREE)
- TREE PROTECTION
- SAWCUT PAVEMENT (FULL-DEPTH)
- REMOVE CURB AND GUTTER
- LIMITS OF DISTURBANCE
- TREE PROTECTION FENCING



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PUBLIC WORKS FACILITY
JASPAR STREET NW
RAMSEY, MN, 55303

PROJECT MANAGER: XX-XX
SPECIFICATION: XXX XX, XXXX
DRAWN BY: XXX
CHECKED BY: ANC

CERTIFICATION
I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED ARCHITECT UNDER THE LAWS OF THE STATE OF MINNESOTA.

SIGNATURE
DATE
LICENSE #

SHEET NAME: REMOVAL PLAN

SHEET NO: C 101

SITE NOTES

1. SEE EXISTING CONDITIONS AND REMOVAL PLAN, ALONG WITH ANY RELATED SURVEYS FOR DETAILS ON PROPERTY BACKGROUND INFORMATION.
2. REFER TO ARCHITECTURAL PLANS FOR MORE INFORMATION ON BUILDINGS, MONUMENT SIGNS, TRASH ENCLOSURES, AND OTHER RELATED ITEMS. VERIFY WITH ARCHITECTURAL PLANS THE EXACT BUILDING DIMENSIONS AND LOCATIONS OF EXITS, RAMPS, TRUCK DOCKS/SERVICE, AND OTHER RELATED BUILDING ITEMS.
3. SITE LIGHTING SHOWN ON PLAN IS FOR REFERENCE ONLY. REFER TO LIGHTING PLAN PREPARED BY OTHERS FOR SITE LIGHTING LOCATIONS, DETAILS AND PHOTOMETRICS.
4. ALL DIMENSIONS ARE TO FACE OF CURB, EDGE OF CONCRETE, OR EXTERIOR FACE OF BUILDING, UNLESS NOTED OTHERWISE.
5. ALL CURB RADII SHALL BE 5.0 FEET (TO FACE OF CURB), UNLESS OTHERWISE NOTED.
6. ALL CURB AND GUTTER SHALL BE CONCRETE B612 UNLESS OTHERWISE NOTED.
7. THE CONTRACTOR SHALL BE RESPONSIBLE FOR PROVIDING AND MAINTAINING TRAFFIC CONTROL DEVICES SUCH AS BARRICADES, WARNING SIGNS, DIRECTIONAL SIGNS, FLAGGERS, AND LIGHTS TO CONTROL THE MOVEMENT OF TRAFFIC WHERE NECESSARY. PLACEMENT OF THESE DEVICES SHALL BE APPROVED BY THE CITY PRIOR TO PLACEMENT. TRAFFIC CONTROL DEVICES IN PUBLIC RIGHT-OF-WAY SHALL CONFORM TO APPROPRIATE MNDOT STANDARDS, OR AS APPROVED.
8. BITUMINOUS PAVEMENT AND CONCRETE SECTIONS TO BE IN ACCORDANCE WITH THE RECOMMENDATIONS OF THE GEOTECHNICAL ENGINEER, OR AS NOTED. PAVEMENT AND OTHER IMPROVEMENTS TO ADHERE TO ALL AMERICANS WITH DISABILITIES ACT (ADA) REQUIREMENTS FOR ACCESSIBILITY, INCLUDING SLOPE. CONTACT ENGINEER IMMEDIATELY INVOLVING ANY DISCREPANCIES.
9. CONTRACTOR SHALL MAINTAIN FULL ACCESS TO ADJACENT PROPERTIES DURING CONSTRUCTION AND TAKE ALL PRECAUTIONS NECESSARY TO AVOID PROPERTY DAMAGE TO ADJACENT PROPERTIES.
10. CONTRACTOR SHALL PROVIDE ALL CONSTRUCTION STAKING.
11. CONTRACTOR SHALL PROVIDE ALL SITE GOVERNMENTAL PERMITS AND FEES.

SIGNAGE AND STRIPING NOTES

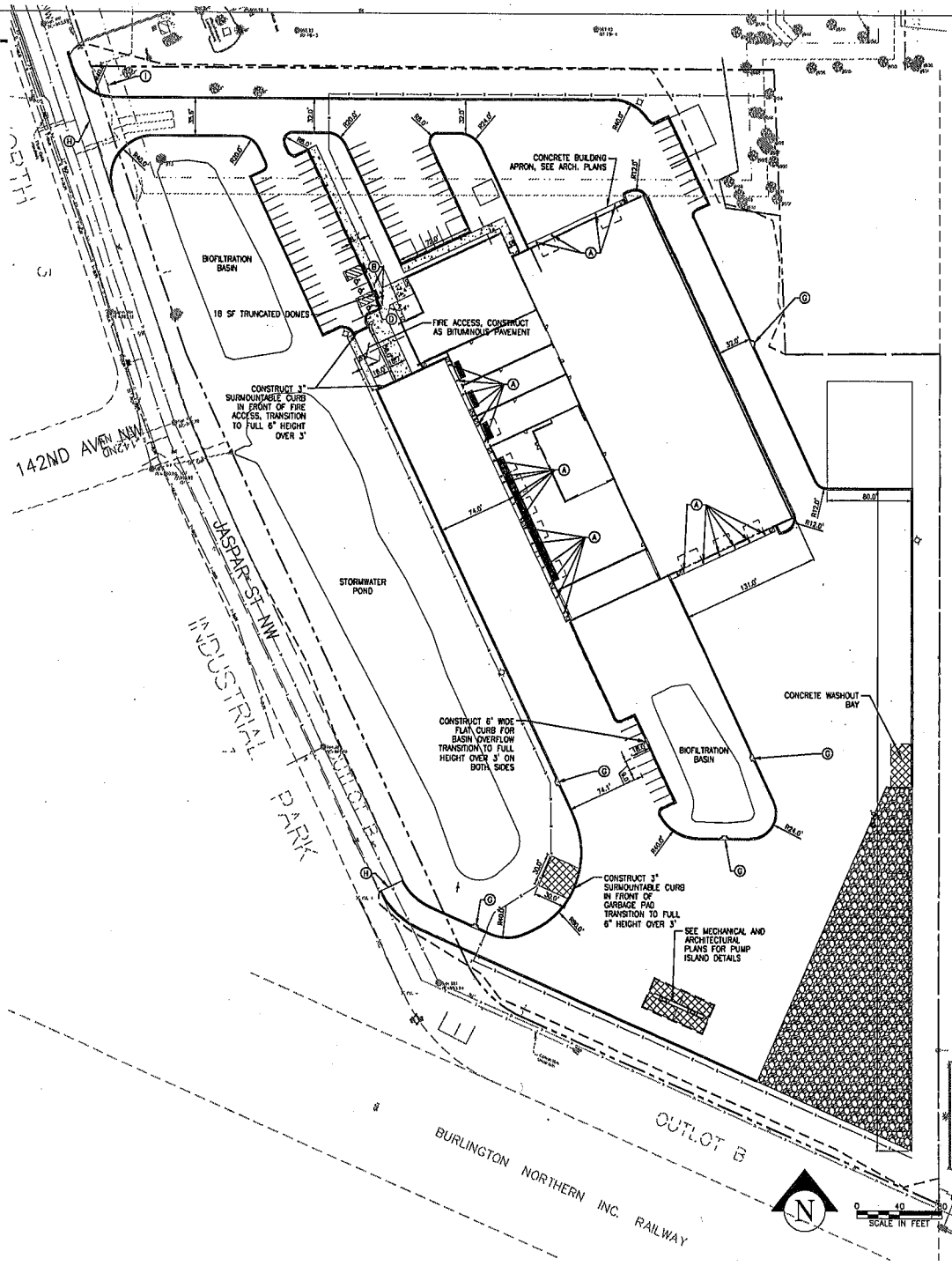
1. ALL TRAFFIC SIGNS, PAVEMENT MARKINGS, AND OTHER TRAFFIC CONTROL DEVICES SHALL CONFORM TO THE STANDARDS OF THE MINNESOTA MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES (MMUTCD), OR AS NOTED OTHERWISE.
2. PARKING LOT STRIPING SHALL BE 4" WIDE COLOR WHITE, TWO COATS OF PAINT. CONTRACTOR SHALL PAINT ANY/ALL DIRECTIONAL TRAFFIC ARROWS AS SHOWN IN WHITE (TWO COATS).
3. ACCESSIBLE PARKING SIGNS AND MARKINGS PER LATEST ADA CODE AND REQUIREMENTS. CONTRACTOR SHALL PAINT THE INTERNATIONAL SYMBOL OF ACCESSIBILITY IN EACH DESIGNATED ACCESSIBLE STALL IN BLUE BACKGROUND WITH WHITE BORDER (TWO COATS OF PAINT). CONTRACTOR SHALL PAINT THE WORDS "NO PARKING" IN EACH ACCESSIBLE ISLE ADJACENT TO AN ACCESSIBLE SPACE IN WHITE LETTERS MINIMUM 12" IN HEIGHT. SIGNS TO BE LOCATED AT THE HEAD OF THE PARKING SPACE. SEE ACCESSIBLE PARKING DETAILS.
4. ALL SIGNS SHALL INCLUDE MOUNTING HARDWARE, POST, CONCRETE FOOTING AND CASING WHERE REQUIRED. CONCRETE CASING REQUIRED IN LOCATIONS WHERE POST IS NOT PROTECTED BY CURB.
5. IF NOTED, ALL STOP SIGNS SHALL INCLUDE A 12" WIDE PAINTED STOP BAR IN WHITE PAINT (TWO COATS) PLACED AT THE STOP SIGN LOCATION, A MINIMUM OF 4' FROM CROSSWALK. ALL STOP BARS SHALL EXTEND FROM DIRECTIONAL TRANSITION BETWEEN LANES TO THE CURB.
6. ALL SIGNS SHALL BE PLACED 18" BEHIND THE BACK OF CURB, UNLESS OTHERWISE NOTED.

SITE KEY NOTES:

- (A) BOLLARD (ALSO SEE ARCH)
- (B) INSTALL ADA PARKING SIGN PER MINNESOTA BUILDING CODE (R7-8m) AND VAN ACCESSIBLE SIGN (R7-8b)
- (C) INSTALL NO PARKING SIGN (R8-3a)
- (D) FLUSH CURB (SEE GRADING PLAN FOR LIMITS)
- (E) TRANSITION FROM 0" CURB HEIGHT TO 6" CURB HEIGHT, MAX 5.0% SLOPE
- (F) TRANSITION FROM 0" CURB HEIGHT TO 6" CURB HEIGHT OVER 5'-0"
- (G) CONSTRUCT FLARED CURB OUTLETS FOR SURFACE DRAINAGE
- (H) MATCH EXISTING
- (I) INSTALL 30" STOP SIGN (R1-1)

SITE LEGEND

- PROPERTY LINE
- SETBACK LINE (PER CODE)
- 4" CONCRETE WALK
- 15" THICK AGGREGATE BASE CLASS 5
- TRUNCATED DOMES
- CURB AND GUTTER
- CURB AND GUTTER (TIP-OUT)
- CHAIN LINK FENCE WITH CONCRETE MAINTENANCE STRIP (SEE DETAIL)
- (16) PARKING SPACES PER ROW
- LIMITS OF DISTURBANCE



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CITY OF RAMSEY
PUBLIC WORKS FACILITY

JASPAR STREET NW
RAMSEY, MN, 55303

PROJECT NUMBER: XXXX
DATE OF ISSUE: XXX XX, XXXX
DRAWN BY: XXX
CHECKED BY: ANC

CERTIFICATION

I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED ARCHITECT UNDER THE LAWS OF THE STATE OF MINNESOTA

SIGNATURE
DATE
LICENSE #

SHEET NAME: SITE PLAN

SHEET NO: C 102

SITE NOTES

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SIGNAGE AND STRIPING NOTES

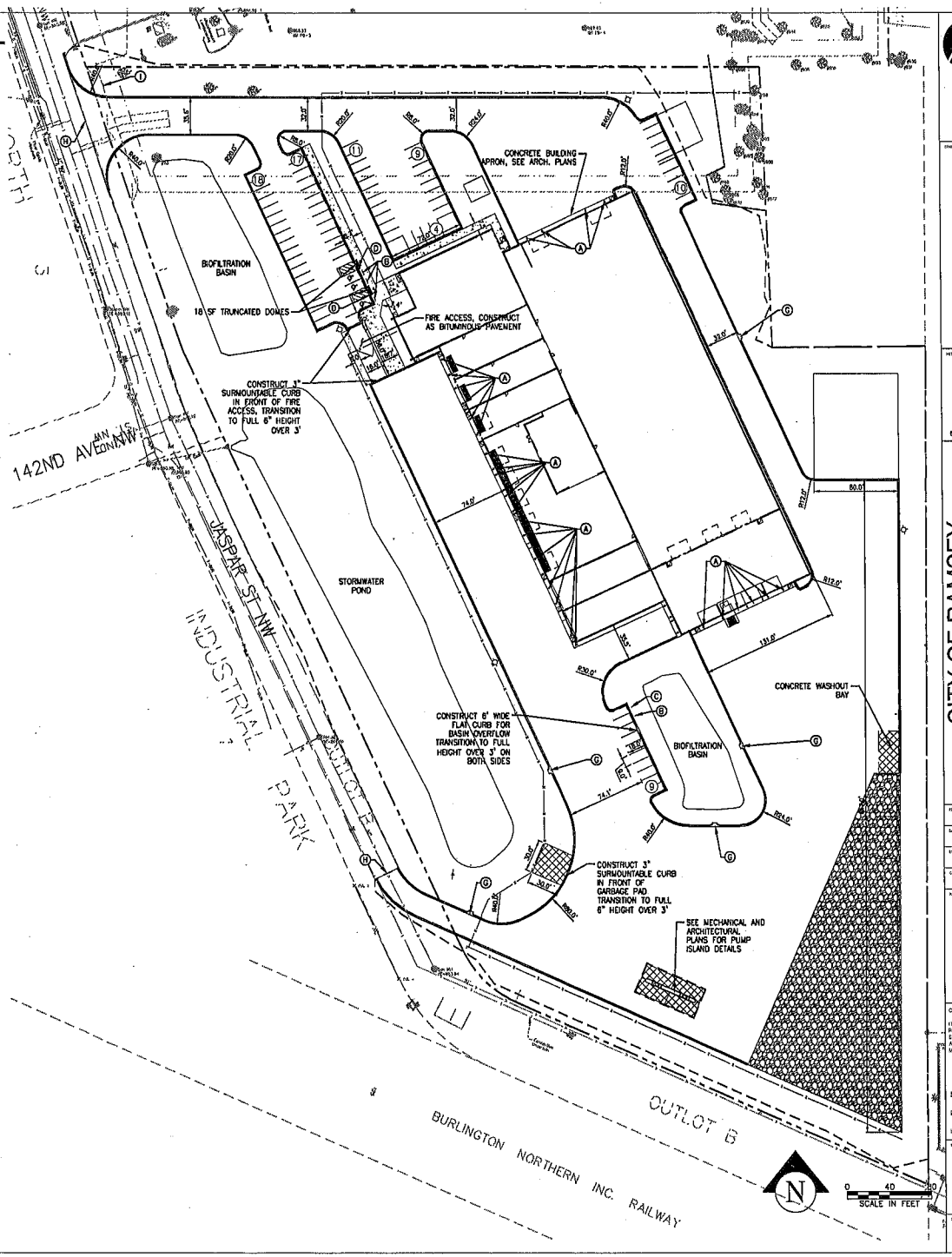
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SITE KEY NOTES:

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- (B) INSTALL ADA PARKING SIGN PER MINNESOTA BUILDING CODE (R7-8m) AND VAN ACCESSIBLE SIGN (R7-8b)
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SITE LEGEND

- PROPERTY LINE
- SETBACK LINE (PER CODE)
- 4" CONCRETE WALK
- TRUNCATED DOMES
- CURB AND GUTTER
- CURB AND GUTTER (TIP-OUT)
- CHAIN LINK FENCE
- (16) PARKING SPACES PER ROW
- LIMITS OF DISTURBANCE
- TREE PROTECTION FENCING



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DATE
LICENSE #

SHEET NAME: SITE PLAN ADD ALTERNATE

SHEET NO: C 103

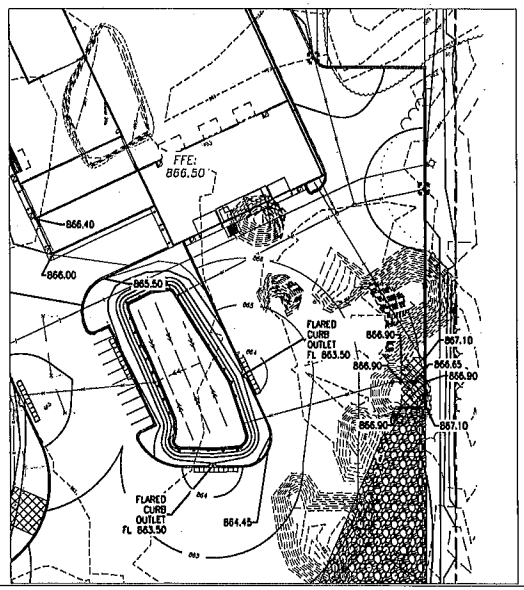
GRADING, DRAINAGE, AND EROSION CONTROL NOTES

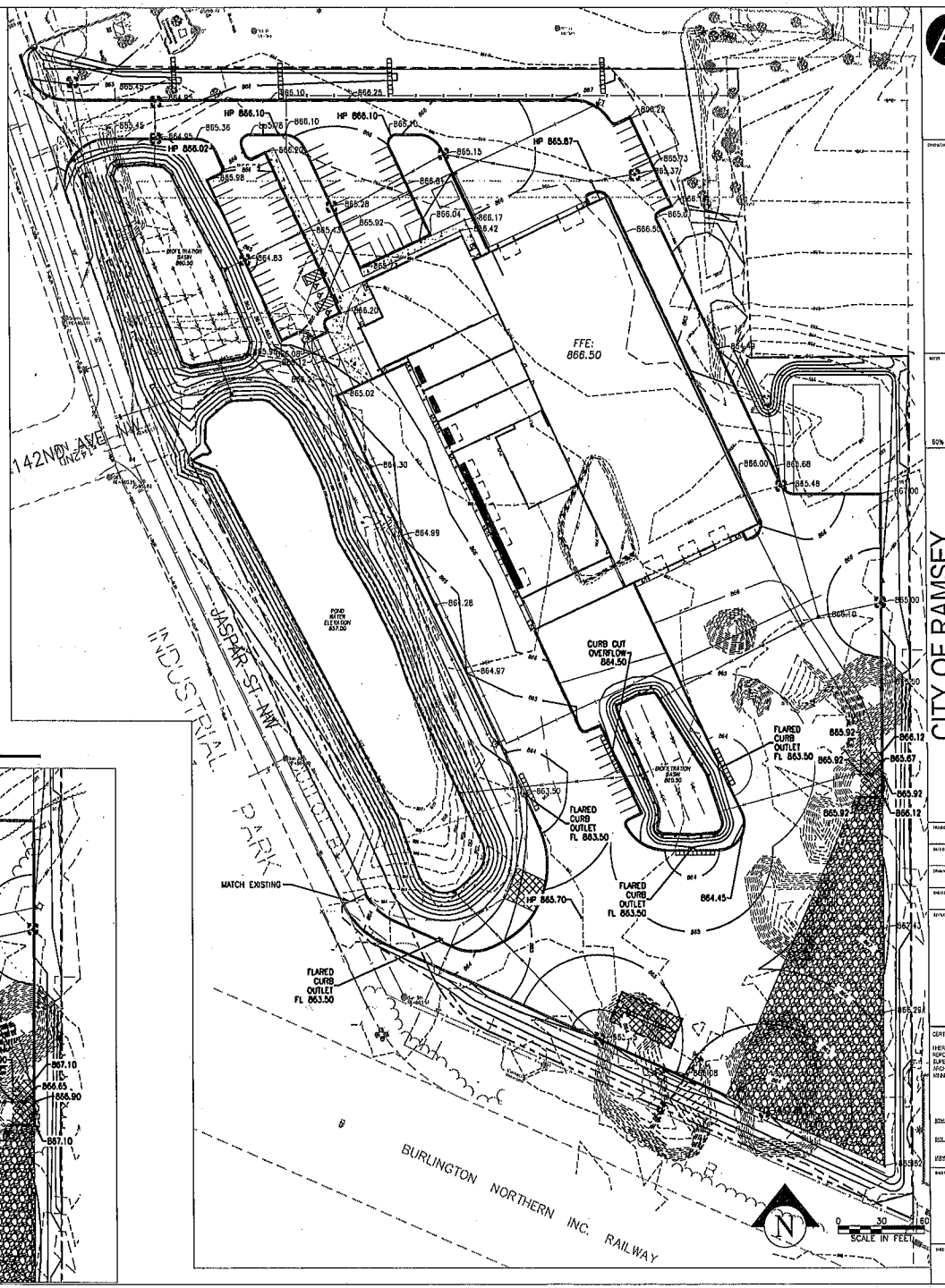
1. THE SUBSURFACE UTILITY INFORMATION IN THIS PLAN IS UTILITY QUALITY LEVEL D. THIS QUALITY LEVEL WAS DETERMINED ACCORDING TO THE GUIDELINES OF CI/ASCE 38-2, ENTITLED "STANDARD GUIDELINES FOR THE COLLECTION AND DEPICTION OF EXISTING SUBSURFACE UTILITY DATA."
2. THE CONTRACTOR SHALL FIELD VERIFY LOCATIONS AND ELEVATIONS OF EXISTING UTILITIES AND TOPOGRAPHIC FEATURES PRIOR TO COMMENCEMENT OF CONSTRUCTION ACTIVITY. THE CONTRACTOR SHALL NOTIFY THE ENGINEER OF ANY DISCREPANCIES OR VARIATIONS FROM THE PLANS.
3. CONTRACTOR TO PROVIDE ALL WORK AND MATERIALS FOR GRADING, SUBSOIL CORRECTIONS (IMPORT/EXPORT), RETAINING WALLS, TOPSOIL, EROSION CONTROL AND OTHER RELATED ITEMS.
4. SPOT ELEVATIONS REPRESENT FINISHED SURFACE GRADES, GUTTER/FLOW LINE, FACE OF BUILDING, OR EDGE OF PAVEMENT UNLESS OTHERWISE NOTED.
5. CATCH BASINS AND MANHOLES IN PAVED AREAS SHALL BE SUMPED 0.04 FEET. ALL CATCH BASINS IN GUTTERS SHALL BE SUMPED 0.18 FEET. RIM ELEVATIONS SHOWN ON PLANS DO NOT REFLECT SUMPED ELEVATIONS.
6. ALL DISTURBED UNPAVED AREAS ARE TO RECEIVE MINIMUM OF 4 INCHES OF TOP SOIL AND SEED/MULCH OR SOD. THESE AREAS SHALL BE WATERED/MAINTAINED BY THE CONTRACTOR UNTIL VEGETATION IS ESTABLISHED. STRIP, STOCKPILE, AND REDISTRIBUTE EXISTING TOPSOIL, AS SUITABLE.
7. FOR SITE RETAINING WALLS "TW" EQUALS SURFACE GRADE AT TOP FACE OF WALL (NOT TOP OF WALL), "GW" EQUALS SURFACE GRADE AT WALL GRADE TRANSITION, AND "BW" EQUALS SURFACE GRADE AT BOTTOM FACE OF WALL (NOT BOTTOM OF BURIED WALL COURSES).
8. STREETS MUST BE CLEANED AND SWEPT WHENEVER TRACKING OF SEDIMENTS OCCURS AND BEFORE SITES ARE LEFT IDLE FOR WEEKENDS AND HOLIDAYS. A REGULAR SWEEPING SCHEDULE MUST BE ESTABLISHED.
9. DUST SHALL BE ADEQUATELY CONTROLLED.
10. ALL SLOPES 1:3 (V:H) OR GREATER REQUIRED TO RECEIVE SURFACE EROSION CONTROL WHETHER IT IS INDICATED ON THE PLAN OR NOT; MAINTAIN SHEET FLOW AND MINIMIZE RILLS AND/OR GULLIES.
11. ALL STORM DRAINS AND INLETS MUST BE PROTECTED UNTIL ALL SOURCES OF POTENTIAL DISCHARGE ARE STABILIZED.
12. TEMPORARY SOIL STOCKPILES MUST HAVE EFFECTIVE SEDIMENT CONTROL AND CAN NOT BE PLACED IN SURFACE WATERS OR STORM WATER CONVEYANCE SYSTEMS. TEMPORARY STOCKPILES WITHOUT SIGNIFICANT AMOUNT OF SILT, CLAY, OR ORGANIC COMPOUNDS ARE EXEMPT EX: CLEAN AGGREGATE STOCK PILES, DEMOLITION CONCRETE STOCKPILES, SAND STOCKPILES.
13. FINAL STABILIZATION REQUIRES THAT ALL SOIL DISTURBING ACTIVITIES HAVE BEEN COMPLETED AND THAT DISTURBED AREAS ARE STABILIZED BY A UNIFORM PERENNIAL VEGETATIVE COVER WITH 70% OF THE EXPECTED FINAL DENSITY, AND THAT ALL PERMANENT PAVEMENTS HAVE BEEN INSTALLED. ALL TEMPORARY BMP'S SHALL BE REMOVED, DITCHES STABILIZED, AND SEDIMENT SHALL BE REMOVED FROM PERMANENT CONVEYANCES AND SEDIMENTATION BASINS IN ORDER TO RETURN THE POND/BASIN TO DESIGN CAPACITY.
14. THE WATERSHED DISTRICT OR THE CITY MAY HAVE REQUIREMENTS FOR INSPECTIONS VERIFYING PROPER CONSTRUCTION OF THE BEST MANAGMENT PRACTICES (BMP) – THE MORE RESTRICTIVE REQUIREMENT SHALL APPLY.
15. SEE STORMWATER POLLUTION PREVENTION PLAN (SWPPP) NOTES AND DETAILS FOR ADDITIONAL EROSION CONTROL NOTES AND REQUIREMENTS. CONTRACTOR SHALL PROVIDE ALL REQUIRED EROSION CONTROL PERMITS/FEES, INSPECTORS, INSPECTIONS, AND DOCUMENTATION. PLAN REPRESENTS MINIMAL EROSION CONTROL, CONTRACTOR TO PROVIDE ADDITIONAL MEANS AND METHODS FOR THE PROJECT AS NECESSARY TO MAINTAIN COMPLIANCE.
16. CONTRACTOR TO PROVIDE ALL SUBGRADE SOIL CORRECTIONS, INCLUDING REMOVAL OF SUBGRADE DEBRIS, FOR PROJECT IMPROVEMENTS SUCH AS BUILDING, PAVEMENT, UTILITY, RETAINING WALLS, AND OTHER RELATED ITEMS. REFER TO THE RECOMMENDATIONS IN THE GEOTECHNICAL REPORT FOR ANY ADDITIONAL SITE PREPARATION INFORMATION OR REQUIREMENTS.
17. IF GROUND WATER IS PRESENT IN THE EXCAVATION, OR IF THE EXPOSED SOILS ARE WET AND UNSTABLE, CONTACT THE OWNER OR ENGINEER FOR A RECOMMENDATION FROM THE GEOTECHNICAL ENGINEER.
18. CONTRACTOR SHALL INSTALL ALL EROSION CONTROL MEASURES PRIOR TO COMMENCING GRADING ACTIVITIES AND SHALL MAINTAIN SAID MEASURES FOR DURATION OF CONSTRUCTION ACTIVITIES. UPON ESTABLISHMENT OF TURF, THE CONTRACTOR SHALL REMOVE THE EROSION CONTROL MEASURES AND DISPOSE OF OFF SITE.
19. CONTRACTOR TO PREVENT DIRT AND/OR DEBRIS FROM ENTERING STORM SEWER OR BEING TRANSPORTED OFF SITE IN AN UNCONTROLLED MANOR. CONTRACTOR TO VERIFY AT PROJECT CLOSEOUT THAT STORM SEWER SYSTEM IS CLEAR OF SEDIMENT AND/OR DEBRIS AND IS FULLY FUNCTIONAL.
20. CONTRACTOR SHALL PROVIDE REQUIRED EROSION CONTROL MONITORING, PER REQUIREMENTS AND CERTIFICATION, TO INSPECT AND DOCUMENT ALL EROSION CONTROL MEASURES WEEKLY (EVERY 7 DAYS) AND AFTER EVERY 0.5 INCH RAINFALL EVENT, PER REQUIREMENTS. CONTRACTOR TO PROVIDE CORRECTIVE MEASURES IMMEDIATELY FOR ANY NON-COMPLIANCE OBSERVATIONS.
21. ALL DISTURBED NON-PAVED AREAS SHALL RECEIVE TEMPORARY PROTECTION OR PERMANENT COVER WITHIN 14 DAYS OF DISTURBANCE OPERATIONS.
22. WHEN TRAPPED SEDIMENT REACHES 1/3 OF THE HEIGHT OF SILT FENCE, IT SHALL BE REMOVED AND PROPERLY DISPOSED OF BY THE CONTRACTOR.
23. CATCH BASIN SEDIMENT FILTER SACKS SHALL BE CLEANED WHEN SEDIMENT REACHES 1/3 THE CAPACITY OF THE SACK.
24. WHEN SEDIMENT IS TRACKED ON TO PAVED SURFACES, IT SHALL BE REMOVED WITHIN 24 HOURS OF DISCOVERY.
25. ANY SEDIMENT FROM THE CONSTRUCTION SITE THAT ACCUMULATES ON OR OFF THE OWNER'S PROPERTY SHALL BE REMOVED BY THE CONTRACTOR AT HIS/HER EXPENSE. ANY DAMAGE THAT OCCURS FROM THE ACCUMULATED SEDIMENT OR FROM THE CONTRACTOR'S REMOVAL OF THE SEDIMENT, SHALL BE REPAIRED BY THE CONTRACTOR AT HIS/HER EXPENSE.
26. ALL EXCAVATIONS MUST COMPLY WITH THE REQUIREMENTS OF OSHA 29 CFR, PART 1926, SUBPART P, "EXCAVATIONS AND TRENCHES." THIS DOCUMENT STATES THAT EXCAVATION SAFETY IS THE SOLE RESPONSIBILITY OF THE CONTRACTOR.
27. THE CONTRACTOR MUST COMPLY WITH THE REQUIREMENTS OF THE PROJECT SPECIFIC STORM WATER POLLUTION PREVENTION PLAN. TEMPORARY STORMWATER IMPROVEMENTS SHALL BE PROVIDED UNTIL THE PERMANENT IMPROVEMENTS ARE ESTABLISHED. CONTRACTOR TO DESIGN AND SUBMIT ALL TEMPORARY STORMWATER ITEMS FOR ENGINEER APPROVAL.
28. CONTRACTOR TO PROVIDE ALL SURVEY CONSTRUCTION STAKING.

GRADING AND EROSION CONTROL LEGEND

- PROPERTY LINE
- PROPOSED CONTOURS
- EXISTING CONTOURS
- 813.56 — PROPOSED SPOT ELEVATION
  - TC = TOP OF CURB
  - GL = GUTTER LINE/BOTTOM OF CURB
  - HP/LP = HIGH/LOW POINT
  - BW = FINISHED GRADE AT LOW SIDE OF WALL (DOES NOT INCLUDE BURIED WALL)
  - TW = FINISHED GRADE AT HIGH SIDE OF WALL (DOES NOT INCLUDE TOP WALL COURSE OR CAP)
  - ± = MATCH EXISTING, FIELD VERIFY
- 2.0% — PROPOSED SURFACE SLOPE
- SILT FENCE
- BIO ROLL
- INLET PROTECTION
- ROCK CONSTRUCTION ENTRANCE
- EROSION CONTROL BLANKET CAT 3
- RIP-RAP
- STORM SEWER (SEE UTILITY PLAN)
- TIP-OUT GUTTER
- LIMITS OF DISTURBANCE

ALTERNATE GRADING PLAN





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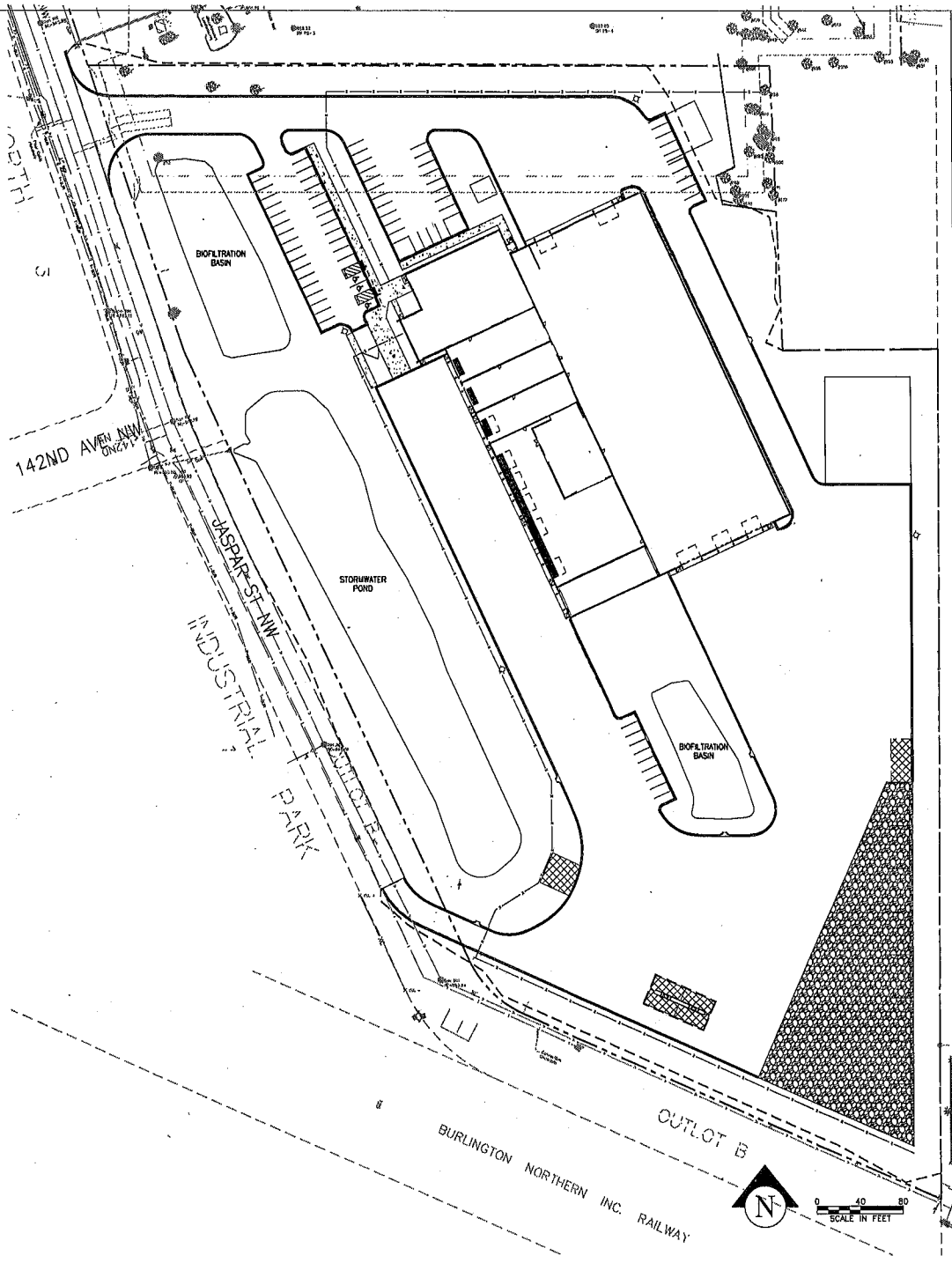
SIGNATURE
DATE
PRINTED NAME

SHEET NAME: GRADING, DRAINAGE, & EROSION CONTROL PLAN

SHEET NO: C 104

STORMWATER SUMMARY

EXISTING IMPERVIOUS AREA: 4.80 ACRES
PROPOSED IMPERVIOUS AREA: 7.55 ACRES
REQUIRED FILTRATION VOLUME: 0.63 ACRE*FT
PROVIDED FILTRATION VOLUME: 0.70 ACRE*FT
BIOFILTRATION FOOTPRINT: 0.42 ACRES
EXISTING 2 YEAR OUTFLOW RATE: 2.93 CFS
PROPOSED 2 YEAR OUTFLOW RATE: 0.00 CFS (NO RUNOFF FROM SITE)
EXISTING 10 YEAR OUTFLOW RATE: 5.93 CFS
PROPOSED 10 YEAR OUTFLOW RATE: 0.00 CFS (NO RUNOFF FROM SITE)
EXISTING 100 YEAR OUTFLOW RATE: 12.67 CFS
PROPOSED 100 YEAR OUTFLOW RATE: 5.89 CFS
EXISTING 10 YR HIGH WATER ELEVATION: 862.69
PROPOSED 10 YR HIGH WATER ELEVATION: 862.31
EXISTING 100 YR HIGH WATER ELEVATION: 863.13
PROPOSED 100 YR HIGH WATER ELEVATION: 863.03
TOTAL PROPOSED POND STORAGE VOLUME: 8.68 ACRE*FT



SITE LEGEND

- PROPERTY LINE
- 4" CONCRETE WALK
- 15" THICK AGGREGATE BASE CLASS 5
- TRUNCATED DOMES
- CURB AND GUTTER
- CURB AND GUTTER (TIP-OUT)
- CHAIN LINK FENCE WITH CONCRETE MAINTENANCE STRIP (SEE DETAIL)
- (18) PARKING SPACES PER ROW
- LIMITS OF DISTURBANCE

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SHEET NAME: STORMWATER MANAGEMENT SUMMARY

STORM WATER POLLUTION PREVENTION PLAN (SWPPP) NARRATIVE

PROJECT DESCRIPTION/LOCATION AND SCOPE

SEE COVER SHEET FOR LOCATION MAP AND PROJECT NUMBERS. THE SCOPE OF THIS PROJECT INCLUDES THE CONSTRUCTION OF THE "PROJECT" MINNEAPOLIS, MINNESOTA.

SPECIAL AND IMPAIRED WATERS
THE MISSISSIPPI RIVER IS LOCATED WITHIN 1 MILE OF THE PROJECT LIMITS, IS IMPAIRED FECAL COLIFORM, MERCURY IN FISH TISSUE, MERCURY IN WATER COLUMN, NUTRIETS, PCB IN FISH TISSUE, PFOS IN FISH TISSUE, PFOS IN WATER COLUMN, TOTAL SUSPENDED SOLIDS. THESE IMPAIRMENTS ARE CONSIDERED TO BE CONSTRUCTION RELATED PARAMETERS AND REQUIRE THE ADDITIONAL BMPS FOUND IN ITEMS 23.9 AND 23.10 OF THE NPDES PERMIT.

ENVIRONMENTALLY SENSITIVE AREAS
THERE ARE NO WETLANDS WITHIN OR ADJACENT TO THE PROJECT THAT WILL BE IMPACTED.

LONG TERM MAINTENANCE AND OPERATION
LONG TERM MAINTENANCE AND OPERATION OF THE PERMANENT STORMWATER SYSTEM WILL BE PERFORMED BY THE UNIVERSITY OF MINNESOTA.

SWPPP DEVELOPMENT AND MAINTENANCE
THIS SWPPP WAS PREPARED BY PERSONNEL WHO ARE CERTIFIED IN THE DESIGN OF CONSTRUCTION SWPPPS. COPIES OF THE CERTIFICATIONS ARE AVAILABLE UPON REQUEST. THE CONTRACTOR SHALL BE RESPONSIBLE FOR PROVIDING A CERTIFIED EROSION AND SEDIMENT CONTROL SUPERVISOR WHO SHALL BE RESPONSIBLE FOR FINALIZING, CERTIFYING, AND MAINTAINING THE SWPPP DOCUMENT AND OVERSEEING THE IMPLEMENTATION OF THE SWPPP. SEE BELOW FOR ADDITIONAL REQUIREMENTS. CERTIFIED SWPPP DESIGNER CONTACT: SRF – ANDREW TOAY 763-249-6736.

SWPPP AMENDMENTS
THE SWPPP SHALL BE AMENDED WHEN:

A. THERE IS A CHANGE IN DESIGN, CONSTRUCTION, OPERATION, MAINTENANCE, WEATHER OR SEASON HAVING A SIGNIFICANT EFFECT ON DISCHARGE OF POLLUTANTS.

B. INSPECTIONS INDICATE THE SWPPP IS NOT EFFECTIVE.

C. A WATER QUALITY STANDARD CHANGES AND THE MPCA DETERMINES THE SWPPP SHALL BE AMENDED TO COMPLY.

A DESCRIPTION OF ANY CHANGE TO THE SWPPP, ALONG WITH THE DATE AND NAME OF THE REVISION SHALL BE RECORDED AND INCLUDED WITH THE SWPPP AND RETAINED ON SITE. THE OWNER SHALL RETAIN ALL RECORDS AFTER COMPLETION OF THE PROJECT.

DRINKING WATER SOURCE MANAGEMENT AREA (DWSMA) AND KARST REGIONS
THE PROJECT IS NOT LOCATED IN A DWSMA AREA OR A KARST AREA.

SOIL TYPES
SOIL TYPES FOUND ON THIS PROJECT CAN BE CHARACTERIZED SAND AND SILTY SAND.

LAND FEATURE CHANGE
LAND FEATURE CHANGES ARE ANTICIPATED WITH THIS PROJECT TO ACCOMMODATE THE PROPOSED STREET IMPROVEMENTS, ADJACENT DRIVEWAYS, SIDEWALKS, AND PEDESTRIAN PAVALIONS.

TOTAL DISTURBED AREA =	1.20 AC
EXISTING IMPERVIOUS AREA =	0.74 AC
PROPOSED IMPERVIOUS AREA =	0.74 AC
INCREASED IMPERVIOUS AREA =	0.00 AC

PROJECT CONTACTS
UMN PROJECT MANAGER (OWNER) AND GENERAL CONTRACTOR (OPERATOR) ARE RESPONSIBLE FOR THE IMPLEMENTATION OF THE SWPPP AND INSTALLATION, INSPECTION, AND MAINTENANCE OF THE EROSION PREVENTION AND SEDIMENT CONTROL BMPS BEFORE, DURING AND AFTER CONSTRUCTION UNTIL THE NOTICE OF TERMINATION HAS BEEN FILED.

ORGANIZATION	CONTACT NAME	PHONE
UNIVERSITY OF MINNESOTA	PETE NICKEL	612-626-0861
SRF CONSULTING GROUP (CONSULTANT)	MIKE AARON	763-475-0010
MPCA DUTY OFFICER 24 HOUR EMERGENCY NOTIFICATION:		651-649-5451 800-422-0798
OVERSEER – JE DUNN	RIK MYHRE	952-833-5907
INSTALLER – JE DUNN	ERIK HERMANSON	952-830-9000

LOCATION OF SWPPP REQUIREMENTS
THE REQUIRED SWPPP ELEMENTS MAY BE LOCATED IN MANY PLACES WITHIN THE PLAN SET AS WELL AS IN THE SPECIAL PROVISIONS. CONSTRUCTION DIARIES ARE ON FILE WITH THE PROJECT OWNER. THERE MAY BE ADDITIONAL REQUIRED SWPPP ELEMENTS INCLUDED ON THE PROJECT THAT ARE NOT LISTED ON THIS SHEET. IN ADDITION, THE MINNESOTA NPDES/SDS CONSTRUCTION STORMWATER PERMIT SHOULD BE REVIEWED AND CONSULTED BY THE EROSION AND SEDIMENT CONTROL SUPERVISOR.

GENERAL SWPPP NOTES FOR CONSTRUCTION ACTIVITY

1. THE GENERAL CONTRACTOR SHALL BE RESPONSIBLE TO COMPLY WITH ALL ASPECTS OF THE NPDES CONSTRUCTION STORMWATER PERMIT AT ALL TIMES UNTIL THE NOTICE OF TERMINATION (NOT) HAS BEEN FILED WITH THE MPCA (FORM IS AVAILABLE FROM MPCA WEBSITE). THE CONTRACTOR SHALL DEVELOP A CHAIN OF COMMAND WITH ALL OPERATORS ON THE SITE TO ENSURE THAT THE SWPPP SHALL BE IMPLEMENTED AND STAY IN EFFECT UNTIL THE CONSTRUCTION PROJECT IS COMPLETE, THE ENTIRE SITE HAS UNDERGONE FINAL STABILIZATION, AND THE NOTICE OF TERMINATION (NOT) HAS BEEN SUBMITTED TO THE MPCA.
2. THE CONTRACTOR SHALL PREPARE A WRITTEN, NOT ORAL, WEEKLY SCHEDULE OF PROPOSED EROSION CONTROL ACTIVITIES FOR THE PROJECT ENGINEER'S APPROVAL AS PER MNDOT SPEC. 1717.2C.
3. IT IS NOT ANTICIPATED THAT THE CONTRACTOR WILL BE REQUIRED TO PERFORM BURNING OF ANY MATERIAL WITHIN PROJECT BOUNDARY. BURNING OF ANY MATERIAL IS NOT ALLOWED WITHIN PROJECT BOUNDARY.
4. THE CONTRACTOR SHALL PLACE STABILIZED CONSTRUCTION EXITS, AS NECESSARY, TO PREVENT TRACKING OF SEDIMENT ONTO PAVED SURFACES AND IN COMPLIANCE WITH PART IV.G. OF THE NPDES PERMIT. STABILIZED CONSTRUCTION EXITS SHALL BE SUFFICIENTLY SIZED AND MAINTAINED TO PREVENT TRACK OUT. STABILIZED CONSTRUCTION EXITS SHALL BE INCIDENTAL.
5. ALL TOPSOIL IN DISTURBED AREAS SHALL BE REMOVED AND STOCKPILED FOR LATER PLACEMENT. AVOID COMPACTION AS MUCH AS IS FEASIBLE IN ALL AREAS WHERE COMPACTION IS NOT REQUIRED FOR CONSTRUCTION. COMPACTION SHALL BE AVOIDED IN ALL AREAS DESIGNATED FOR INFILTRATION.
6. DO NOT DISTURB AREAS OUTSIDE OF THE CONSTRUCTION LIMITS. DELINEATE AREAS NOT TO BE DISTURBED PRIOR TO STARTING GROUND DISTURBING ACTIVITIES. IF IT BECOMES NECESSARY TO DISTURB AREAS OUTSIDE OF THE CONSTRUCTION LIMITS OBTAIN WRITTEN PERMISSION PRIOR TO PROCEEDING. PRESERVE ALL BUFFERS (IF ANY) SHOWN ON THE PLANS.
7. DIRECT DISCHARGES FROM BMPS TO VEGETATED AREAS AND ROUTE STORMWATER AROUND UNSTABILIZED AREAS OF THE SITE WHENEVER POSSIBLE. PROVIDE EROSION CONTROL AND VELOCITY DISSIPATION DEVICES AS NEEDED TO PREVENT EROSION AND NUISANCE CONDITIONS.
8. PROVIDE STABILIZATION IN ANY TRENCHES CUT FOR DEWATERING OR SITE DRAINING PURPOSES.
9. TEMPORARY DEWATERING ACTIVITIES MAY BE REQUIRED. THEREFORE, IT IS POSSIBLE THAT A PERMIT FOR THE TEMPORARY APPROPRIATION OF WATERS OF THE STATE FROM MNDNR SHALL BE REQUIRED FOR THIS PROJECT. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING THIS PERMIT (FORMS ARE AVAILABLE FROM THE MNDNR WEBSITE). ALL TEMPORARY DEWATERING SHALL BE DISCHARGED TO AN APPROVED LOCATION FOR TREATMENT PRIOR TO DISCHARGE TO THE RECEIVING WATER. THE CONTRACTOR SHALL BE REQUIRED TO SUBMIT SITE MANAGEMENT PLANS TO THE PROJECT ENGINEER FOR APPROVAL PRIOR TO COMMENCING WORK ACCORDING TO SPEC 1717.2D. TEMPORARY DEWATERING SHALL BE INCIDENTAL.
10. BASIN DRAINING ACTIVITIES OF TURBID OR SEDIMENT LADEN WATER SHALL BE DISCHARGED TO TEMPORARY SEDIMENT BASINS WHENEVER POSSIBLE. IN THE EVENT THAT IT IS NOT POSSIBLE TO DISCHARGE THE SEDIMENT LADEN WATER TO A TEMPORARY SEDIMENT BASIN THE WATER SHALL BE TREATED SO THAT IT DOES NOT CAUSE A NUISANCE CONDITION IN THE RECEIVING WATERS OR TO DOWNSTREAM LANDOWNERS.
11. IT IS NOT ANTICIPATED THAT POLYMERS, FLOCCULANTS OR OTHER SEDIMENTATION TREATMENT CHEMICALS SHALL BE USED. HOWEVER, IF THE USE OF SUCH CHEMICALS BECOMES NECESSARY TO COMPLY WITH PERMIT REQUIREMENTS, IT SHALL BE IN ACCORDANCE WITH PART IV.C.10. OF THE CONSTRUCTION GENERAL PERMIT.
12. PERMITTEES MUST IMMEDIATELY INITIATE STABILIZATION OF EXPOSED SOIL AREAS, AS DESCRIBED IN ITEM 8.4 OF THE NPDES PERMIT, AND COMPLETE THE STABILIZATION WITHIN SEVEN (7) CALENDAR DAYS AFTER THE CONSTRUCTION ACTIVITY IN THAT PORTION OF THE SITE TEMPORARILY OR PERMANENTLY CEASES.
13. SEDIMENT CONTROL DEVICES SHALL BE ESTABLISHED ON AL DOWN GRADIENT PERIMETERS BEFORE ANY UP GRADIENT DISTURBING ACTIVITIES BEGIN.
14. THE EROSION PREVENTION AND SEDIMENT CONTROL BMPS SHALL BE PLACED AS NECESSARY TO MINIMIZE EROSION FROM DISTURBED SURFACES AND CAPTURE SEDIMENT ONSITE. ALL EROSION CONTROL MEASURES SHALL BE IN PLACE PRIOR TO ANY REMOVAL WORK AND/OR GROUND DISTURBING ACTIVITIES AND SHALL BE MAINTAINED UNTIL THE POTENTIAL FOR EROSION HAS BEEN ELIMINATED. IF SEDIMENT CONTROLS ARE OVERLOADED (BASED ON FREQUENT FAILURE OR EXCESSIVE MAINTENANCE), ADDITIONAL UPGRADIENT OR REDUNDANT BMPS SHALL BE PLACED.
15. STORM SEWER INLETS SHALL BE PROTECTED AT ALL TIMES WITH THE APPROPRIATE INLET PROTECTION FOR EACH SPECIFIC PHASE OF CONSTRUCTION. PROVIDE INLET PROTECTION DEVICES WITH EMERGENCY OVERFLOW CAPABILITIES. SILT FENCE PLACED IN THE INLET GRATE IS NOT AN ACCEPTABLE INLET PROTECTION BMP FOR GRADING OPERATIONS (THIS BMP SHALL BE ACCEPTED ONLY FOR SHORT INTERVALS DURING MILLING OR PAVING OPERATIONS). INLET PROTECTION DEVICES MAY NEED TO BE PLACED MULTIPLE TIMES IN THE SAME LOCATION OVER THE LIFE OF THE CONTRACT. INLET PROTECTION DEVICES SHALL BE PAID FOR ONCE PER INLET REGARDLESS OF THE NUMBER OF TIMES THE BMP IS PLACED. ALL STORM SEWER INLET PROTECTION DEVICES SHALL BE KEPT IN GOOD FUNCTIONAL CONDITION AT ALL TIMES. IF THE PROJECT ENGINEER DEEMS AN INLET PROTECTION DEVICE TO BE NONFUNCTIONAL, IN POOR CONDITION, INEFFECTIVE OR NOT APPROPRIATE FOR THE CURRENT CONSTRUCTION ACTIVITIES IT SHALL BE REPLACED WITH A SUITABLE ALTERNATIVE AT NO COST TO THE OWNER.

POLLUTION PREVENTION NOTES

1. THE CONTRACTOR SHALL COMPLY WITH THE REQUIREMENTS REGARDING POLLUTION PREVENTION MANAGEMENT DURING CONSTRUCTION, WHICH SHALL INCLUDE, BUT NOT BE LIMITED TO, PROVIDING THE FOLLOWING (ITEMS LISTED ARE INCIDENTAL):
   A. WASHOUT AREAS FOR CONCRETE, STUCCO, PAINT, FORM RELEASE OILS, CURING COMPOUNDS AND OTHER CONSTRUCTION MATERIALS FOR USE BY ALL SUBCONTRACTORS AND MATERIAL TESTING PERSONNEL. LOCATION OF WASHOUT AREAS SHALL BE IDENTIFIED BY SIGNAGE AND SHALL BE AT LEAST 200 FT. FROM SITE MANAGEMENT PLAN REQUIREMENT AREAS (IF APPLICABLE) OR ENVIRONMENTALLY SENSITIVE AREAS, AND UTILIZE A LEAK-PROOF CONTAINMENT FACILITY OR IMPERMEABLE LINER THAT PREVENTS RUNOFF ONTO ADJACENT SOILS. AN ENGINEERED COLLECTION SYSTEM CAN ALSO BE USED IF IT IS APPROVED BY THE PROJECT ENGINEER.
   B. THE CONTRACTOR SHALL OBTAIN APPROVAL FROM THE PROJECT ENGINEER FOR A CHEMICAL STORAGE AREA AND SHALL DESIGNATE AN AREA FOR FUELING AND MINOR MAINTENANCE OF CONSTRUCTION VEHICLES (INCLUDING WASHING) WITH MEANS TO CAPTURE ANY FUEL SPILLS. RUNOFF SHALL BE CONTAINED IN A TEMPORARY SEDIMENT BASIN OR OTHER EFFECTIVE CONTROL AND ALL WASTE GENERATED SHALL BE PROPERLY DISPOSED OF. NO ENGINE DEGREASING IS ALLOWED ON SITE.
   C. SOLID WASTE COLLECTION AND REMOVAL.
   D. SECONDARY CONTAINMENT FOR STORAGE OF HAZARDOUS MATERIALS.
   E. SECURED HAZARDOUS WASTE STORAGE CONTAINERS
   F. CHEMICAL SPILL KITS (SHALL BE PROVIDED AT EACH LOCATION WHERE CHEMICALS ARE USED OR STORED AND ANY LOCATION WHERE VEHICLES ARE FUELED OR MAINTAINED).
   G. PORTABLE RESTROOM FACILITIES THAT ARE ANCHORED TO PREVENT TIPPING
2. CHEMICALS SHALL BE KEPT IN A SECURE STORAGE AREA WITH RESTRICTED ACCESS IN SEALED CONTAINERS WHEN NOT IN USE. RETURN ALL CHEMICALS TO THE DESIGNATED STORAGE AREA BY THE END OF THE DAY UNLESS INFEASIBLE. CHEMICAL STORAGE CONTAINERS SHALL HAVE SECONDARY CONTAINMENT WHEN BEING USED OR STORED ON THE PROJECT SITE, AND PRODUCTS OR CHEMICALS THAT MAY LEACH POLLUTANTS SHALL BE UNDER COVER (PLASTIC SHEETING OR TEMPORARY ROOF). CHEMICAL SPILLS OF ANY KIND (OIL, FUEL, FERTILIZER, ETC.) SHALL BE CLEANED UP AND REMOVED FROM THE SITE IMMEDIATELY. THE CONTRACTOR SHALL HAVE A SPILL KIT ON SITE AT ALL TIMES.
3. THE CONTRACTOR SHALL BE RESPONSIBLE FOR CREATING AND FOLLOWING A WRITTEN DISPOSAL PLAN FOR ALL HAZARDOUS WASTE MATERIALS. THE PLAN SHALL INCLUDE HOW THE MATERIAL SHALL BE DISPOSED OF AND THE LOCATION OF THE DISPOSAL SITE AND SHALL BE SUBMITTED TO THE ENGINEER PRIOR TO WORK ON SITE. LEAKS, SPILLS, OR OTHER RELEASES SHALL BE RESPONDED TO IN ACCORDANCE WITH MPCA SPILL CONTAINMENT AND REMEDIAL ACTION PROCEDURES.
4. THE CONTRACTOR SHALL USE METHODS AND OPERATIONAL PROCEDURES THAT PREVENT DISCHARGE OR PLACEMENT OF BITUMINOUS GRINDINGS, CUTTINGS, MILLINGS, AND OTHER BITUMINOUS WASTES FROM AREAS OF EXISTING OR FUTURE VEGETATED SOILS, AND ALL WATER CONVEYANCE SYSTEMS, INCLUDING INLETS, DITCHES AND CURB FLOW LINES.
5. THE CONTRACTOR SHALL USE METHODS AND OPERATIONAL PROCEDURES THAT PREVENT CONCRETE DUST, PARTICLES, SAW CUT SLURRY, PLANING WASTE AND OTHER CONCRETE WASTES FROM LEAVING PUBLIC RIGHT OF WAY, DEPOSITING IN EXISTING OR FUTURE VEGETATED AREAS OR ENTERING STORMWATER CONVEYANCE SYSTEM INCLUDING INLETS AND CURB FLOW LINES. ONSITE RELEASE OF CONCRETE SLURRY IS PERMISSIBLE IF MINNESOTA POLLUTION CONTROL GUIDANCE FOR ROAD CONSTRUCTION CONCRETE SLURRY AND THE REQUIREMENTS OF THE SPECIAL PROVISIONS ARE FOLLOWED.

EROSION CONTROL SUPERVISOR, INSPECTIONS AND MAINTENANCE NOTES

1. IN ACCORDANCE WITH SPEC. 2573.3 A1, THE CONTRACTOR SHALL PROVIDE A CERTIFIED EROSION CONTROL SUPERVISOR IN GOOD STANDING WHO IS KNOWLEDGEABLE AND EXPERIENCED IN THE APPLICATION OF EROSION PREVENTION AND SEDIMENT CONTROL BMPS. PROVIDE PROOF OF CERTIFICATION (UNIVERSITY OF MINNESOTA – CONSTRUCTION SITE MANAGEMENT) AT THE PRECONSTRUCTION MEETING. WORK SHALL NOT BE ALLOWED TO COMMENCE UNTIL PROOF OF CERTIFICATION HAS BEEN PROVIDED. THE EROSION CONTROL SUPERVISOR IS INCIDENTAL.
2. THE EROSION CONTROL SUPERVISOR SHALL WORK WITH THE PROJECT ENGINEER TO OVERSEE THE IMPLEMENTATION OF THE SWPPP AND THE INSTALLATION, INSPECTION, AND MAINTENANCE OF THE EROSION PREVENTION AND SEDIMENT CONTROL BMPS BEFORE, DURING AND AFTER CONSTRUCTION UNTIL THE NOTICE OF TERMINATION (NOT) HAS BEEN FILED WITH THE MPCA.
3. THE EROSION CONTROL SUPERVISOR IS RESPONSIBLE FOR COMPLYING WITH ALL THE INSPECTION AND MAINTENANCE REQUIREMENTS STATED IN THE NPDES PERMIT PART IV. E. INSPECTIONS OF THE ENTIRE CONSTRUCTION SITE SHALL OCCUR A MINIMUM OF ONCE EVERY SEVEN DAYS DURING ACTIVE CONSTRUCTION AND WITHIN 24 HOURS AFTER A RAINFALL EVENT GREATER THAN 0.5 INCHES IN 24 HOURS (IN NO CASE SHALL THE TIME BETWEEN INSPECTIONS EXCEED 7 DAYS). RAINFALL AMOUNTS SHALL BE OBTAINED USING A PROPERLY MAINTAINED RAIN GAUGE ONSITE OR BY A WEATHER STATION THAT IS WITHIN ONE MILE. THE EROSION CONTROL SUPERVISOR SHALL THOROUGHLY INSPECT ALL EROSION PREVENTION AND SEDIMENT CONTROL BMPS TO ENSURE INTEGRITY AND EFFECTIVENESS OF EACH BMP.
4. ALL INSPECTIONS AND MAINTENANCE CONDUCTED DURING CONSTRUCTION SHALL BE RECORDED IN WRITING WITHIN 24 HOURS AND THESE RECORDS SHALL BE RETAINED WITH THE SWPPP. INSPECTION REPORTS SHALL BE SUBMITTED TO THE PROJECT ENGINEER AND SWPPP DESIGNER IN A FORMAT APPROVED BY THE ENGINEER. INSPECTION RECORDS SHALL INCLUDE:
   A. DATE AND TIME OF INSPECTIONS;
   B. NAME OF PERSONS CONDUCTING INSPECTIONS;
   C. FINDINGS OF INSPECTIONS, INCLUDING RECOMMENDATIONS FOR CORRECTIVE ACTIONS;
   D. CORRECTIVE ACTIONS TAKEN INCLUDING DATES, TIMES, AND THE PARTY COMPLETING MAINTENANCE ACTIVITIES;
   E. DATE AND AMOUNT OF ALL RAINFALL EVENTS GREATER THAN 0.5 INCH IN 24 HOURS;
   F. LOCATION, DESCRIPTION AND PHOTO OF ANY DISCHARGES OFF THE PROJECT SITE.
   G. DOCUMENTS AND CHANGES MADE TO THE SWPPP.
5. THE CONTRACTOR SHALL COMPLY WITH THE FOLLOWING INSPECTION AND MAINTENANCE REQUIREMENTS (INSPECTIONS MAY BE REDUCED UNDER CERTAIN CONDITIONS AS COVER IS ESTABLISHED AND CONDITIONS CHANGE AS DESCRIBED IN PART IV. C OF THE NPDES PERMIT):
   A. SILT FENCE SHALL BE REPAIRED, REPLACED OR SUPPLEMENTED WHEN IT BECOMES NONFUNCTIONAL OR SEDIMENT REACHES 1/2 THE HEIGHT OF THE SILT FENCE. REPAIRS SHALL BE MADE WITHIN 24 HOURS OF DISCOVERY.
   B. INLET PROTECTION DEVICES SHOULD BE REPAIRED WHEN THEY BECOME NONFUNCTIONAL OR SEDIMENT REACHES 1/2 THE HEIGHT AND/OR DEPTH OF THE DEVICE.
   C. TEMPORARY SEDIMENT BASINS, IF REQUIRED, SHALL HAVE THE SEDIMENT REMOVED ONCE THE SEDIMENT HAS REACHED 1/2 THE STORAGE VOLUME WITHIN 72 HOURS OF DISCOVERY.
   D. REMOVE ANY SEDIMENT DEPOSITED IN SURFACE WATERS. SEDIMENT SHALL BE REMOVED AND ANY AREA DISTURBED BY THE REMOVAL RESTABILIZED WITHIN 7 DAYS OF DISCOVERY. A SITE MANAGEMENT PLAN IS REQUIRED FOR WORK IN ANY SURFACE WATER AND APPROPRIATE AUTHORITIES SHALL BE CONTACTED PRIOR TO COMMENCING WORK.
   E. TRACKED SEDIMENT SHALL BE REMOVED WITHIN 24 HOURS OF DISCOVERY OF TRACKING ONTO PAVED SURFACES.
   F. ALL OTHER NONFUNCTIONAL BMPS SHALL BE REPAIRED, REPLACED, OR SUPPLEMENTED WITHIN 24 HOURS OF DISCOVERY.
   G. REINSTALL AS QUICKLY AS POSSIBLE ANY BMP REMOVED TO ACCOMMODATE SHORT TERM ACTIVITIES.
   H. CONTRACTOR SHALL BE RESPONSIBLE FOR MAINTAINING ALL BMPS UNTIL WORK HAS BEEN COMPLETED, SITE HAS GONE UNDER FINAL STABILIZATION, AND THE NOTICE OF TERMINATION HAS BEEN SUBMITTED TO THE MPCA IN ACCORDANCE WITH PART II.D OF THE CONSTRUCTION GENERAL PERMIT. SEDIMENT REMOVAL AND MAINTENANCE OF BMPS IS INCIDENTAL. THE CONTRACTOR SHALL PROTECT THE BASIN FROM COMPACTION AND RUNOFF CONTAINING SILT-LADEN STORMWATER. UPSTREAM AREAS SHOULD BE STABILIZED AND TURF ESTABLISHED PRIOR TO CONSTRUCTION OF THE BASINS. BASIN AREAS SHALL NOT BE UTILIZED FOR STOCKPILES AND COMPACTION BY HEAVY EQUIPMENT MUST BE AVOIDED.
6. CLEAN OUT ALL PERMANENT STORMWATER BASINS REGARDLESS OF WHETHER USED AS A TEMPORARY SEDIMENT BASIN OR SEDIMENT TRAP TO THE DESIGN CAPACITY AFTER ALL UPGRADIENT LAND DISTURBING ACTIVITY IS COMPLETED.
7. BMP QUANTITIES
   SILT FENCE
   BIOLOG 164
   INLET PROTECTION 6

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REVISIONS

NOTES

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CITY OF RAMSEY
PUBLIC WORKS FACILITY
JASPAR STREET NW
RAMSEY, MN, 55303

PROJECT NUMBER: XX-XX
DATE ISSUED: XXX XX, XXXX
DRAWN BY: XXX
CHECKED BY: ANC
REVISIONS

CERTIFICATION:
I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED ARCHITECT UNDER THE LAWS OF THE STATE OF MINNESOTA

SIGNATURE
DATE
LICENSE #

SHEET NAME
GRADING, DRAINAGE, & EROSION CONTROL PLAN

SHEET NO.
C 105

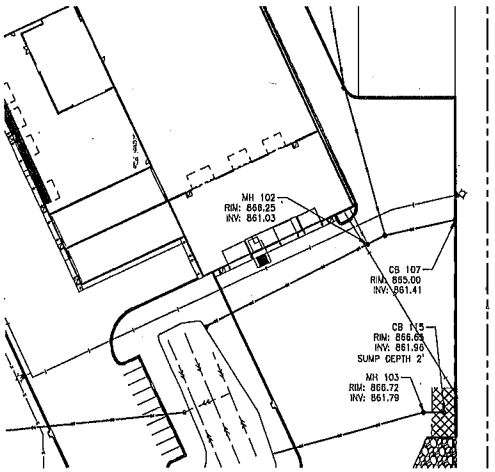
UTILITY NOTES

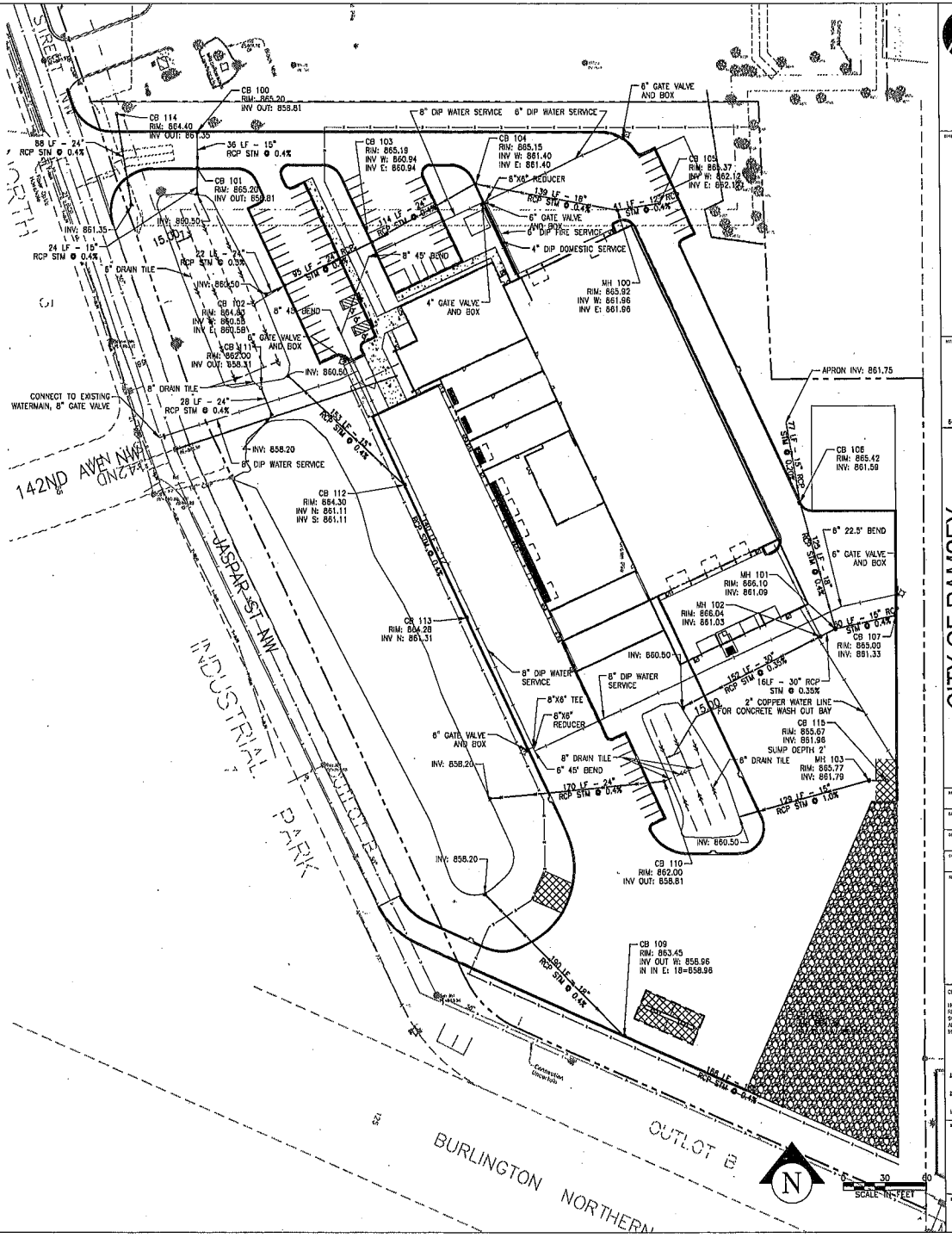
1. THE SUBSURFACE UTILITY INFORMATION IN THIS PLAN IS UTILITY QUALITY LEVEL D. THIS QUALITY LEVEL WAS DETERMINED ACCORDING TO THE GUIDELINES OF CI/ASCE 38-2, ENTITLED "STANDARD GUIDELINES FOR THE COLLECTION AND DEPICTION OF EXISTING SUBSURFACE UTILITY DATA."
2. THE CONTRACTOR SHALL BE SOLELY RESPONSIBLE FOR ALL UTILITY LOCATES. CONTACT GOPHER SATE ONE CALL PER STATE STATUTES FOR PUBLIC UTILITY LOCATES PRIOR TO ANY EXCAVATION. THE CONTRACTOR MUST HIRE A PRIVATE UTILITY LOCATING SERVICE TO LOCATE PRIVATE UTILITIES IN THE CONSTRUCTION AREA PRIOR TO ANY EXCAVATION.
3. SEE EXISTING CONDITIONS FOR SURVEY INFORMATION. THE ENGINEER CAN NOT BE HELD RESPONSIBLE FOR INACCURACIES RELATED TO THE SURVEY INFORMATION.
4. COMPLY WITH ALL LOCAL AND STATE REQUIREMENTS FOR UTILITY MATERIALS, INSTALLATION, AND TESTING.
5. OBTAIN ALL PERMITS OR APPROVALS FROM LOCAL UTILITY OWNERS PRIOR TO BEGINNING UTILITY INSTALLATIONS. NOTIFY UTILITY OWNERS OF THE START OF CONSTRUCTION FOR THE PROJECT AND ANY SPECIFIC UTILITY WORK AT LEAST 48 HOURS IN ADVANCE.
6. FIELD VERIFY AND COORDINATE ALL BUILDING UTILITY CONNECTIONS AND PUBLIC UTILITY SERVICE CONNECTIONS PRIOR TO CONSTRUCTION, INCLUDING LOCATION, TYPE, SIZE, AND INVERT ELEVATION. NOTIFY ENGINEER OF ANY DISCREPANCIES FROM THE PLAN FOR RESOLUTION PRIOR TO BEGINNING UTILITY INSTALLATIONS.
7. ADJUST, OR ARRANGE TO BE ADJUSTED BY UTILITY OWNER, ALL STRUCTURES, PUBLIC AND PRIVATE, TO PROPOSED GRADES WHERE DISTURBED. COMPLY WITH ALL REQUIREMENTS OF UTILITY OWNERS. STRUCTURES BEING RESET IN PAVED AREAS TO MEET OWNER'S REQUIREMENTS FOR TRAFFIC LOADING.
8. SERVICE UTILITIES, SUCH AS ELECTRIC (TRANSFORMER), GAS, TELEPHONE, CABLE, FIBER OPTIC, AND OTHER RELATED SMALL UTILITIES, MAY BE SHOWN FOR GENERAL REFERENCE AND ARE DEEMED CONCEPTUAL LOCATIONS. CONTRACTOR SHALL BE RESPONSIBLE FOR CONTACTING AND COORDINATING ALL LOCATIONS OF SERVICE UTILITY CONNECTIONS AND RELATED ITEMS WITH SERVICE PROVIDERS.
9. WATERMAIN AND WATER SERVICE CONNECTIONS TO BE CLASS 52 DUCTILE IRON PIPE (DIP), UNLESS NOTED OTHERWISE. MAINTAIN 7.5' OF COVER ON ALL NEW WATERMAIN, PROVIDE WATERMAIN THRUST RESTRAINTS AT CHANGE OF DIRECTION, AND PROVIDE 18" SEPARATION BETWEEN SEWER PIPE. ADJUST WATERMAIN VERTICALLY, AS NECESSARY, AS APPROVED BY THE ENGINEER. IF INSULATION IS REQUIRED, PROVIDE DOW STYROFOAM HI BRAND 35 OR EQUIVALENT, AT 4-INCH THICKNESS.
10. SANITARY SEWER PIPE OUTSIDE THE BUILDING SHALL BE POLYVINYL CHLORIDE (PVC) SDR35 OR 26. SDR 26 REQUIRED FOR DEPTHS GREATER THAN 15 FEET.
11. STORM SEWER PIPE SHALL BE REINFORCED CONCRETE PIPE (RCP), WITH R-4 GASKETS. RCP CLASS 5 FOR PIPE DIAMETERS 18" OR SMALLER, CLASS 3 FOR PIPE DIAMETERS 21" AND LARGER UNLESS OTHERWISE NOTED. POLYVINYL CHLORIDE PIPE (PVC) TO BE SCHEDULE 40. IF ALLOWED BY THE CITY, HIGH DENSITY POLYETHYLENE PIPE (HDPE) SHALL MEET REQUIREMENTS OF ASTM F2648. PIPE SHALL BE WATER TIGHT ACCORDING TO ASTM D3212 REQUIREMENTS. FLARED END SECTIONS SHALL BE RCP WITH TRASH GUARDS AND ROCK RIP-RAP.
12. ALL MANHOLE COVERS TO BE STAMPED EITHER SANITARY OR STORM SEWER.
13. PIPE LENGTHS THAT MAY BE SHOWN ARE HORIZONTALLY FROM CENTER OF STRUCTURE TO CENTER OF STRUCTURE.
14. SITE UTILITY SERVICES TYPICALLY TERMINATE 5 FEET FROM BUILDING, UNLESS NOTED OTHERWISE.
15. ALL EXCAVATIONS MUST COMPLY WITH THE REQUIREMENTS OF OSHA 29 CFR, PART 1926, SUBPART P, "EXCAVATIONS AND TRENCHES." THIS DOCUMENT STATES THAT EXCAVATION SAFETY IS THE SOLE RESPONSIBILITY OF THE CONTRACTOR.
16. DRAINTILE LOCATIONS AND QUANTITIES ARE APPROXIMATE AS ILLUSTRATED. FIELD VERIFY FINAL LOCATIONS.
17. AFTER CONSTRUCTION IS COMPLETE, THE CONTRACTOR SHALL PROVIDE THE OWNER WITH AN AS-BUILT RECORD OF UTILITY CONSTRUCTION. THE AS-BUILT SHALL INCLUDE LOCATION AND LENGTH DEVIATIONS OR CHANGES TO THE PLAN. CONTRACTOR TO VERIFY WITH OWNER OR ENGINEER WHETHER A PLAN WITH POST-CONSTRUCTION ELEVATIONS IS REQUIRED.

UTILITY LEGEND

- PROPERTY LINE
- STORM SEWER
- DRAIN TILE
- SANITARY SEWER
- WATER MAIN
- E(UG) — ELECTRIC (BURIED)
- E(OH) — ELECTRIC (OVERHEAD)
- GAS LINE
- LIMITS OF DISTURBANCE
- DRAINAGE & UTILITY EASEMENTS
- CB — STORM MANHOLE/CATCH BASIN
- STORM FLARED END SECTION
- C.O. — CLEAN OUT (CO)
- SMH — SANITARY MANHOLE
- HYDRANT
- GV — GATE VALVE

ALTERNATE UTILITY PLAN





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CITY OF RAMSEY
PUBLIC WORKS FACILITY

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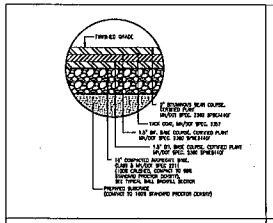
CERTIFICATION

I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED ARCHITECT UNDER THE LAWS OF THE STATE OF MINNESOTA

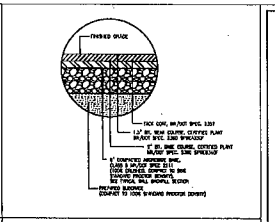
SIGNATURE
DATE
LICENSE #

UTILITY PLAN

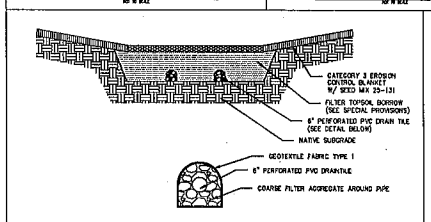
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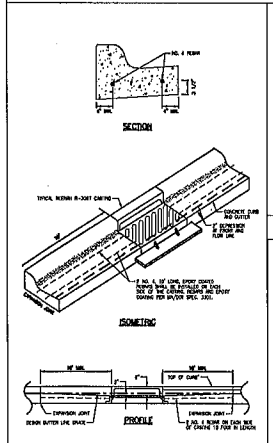
HEAVY-DUTY BITUMINOUS PAVEMENT SECTION



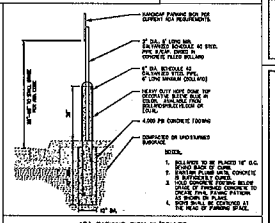
LIGHT-DUTY BITUMINOUS PAVEMENT SECTION



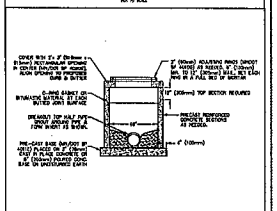
FILTRATION BASIN DETAIL



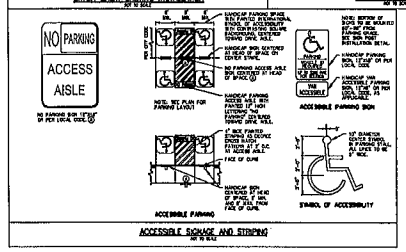
B6 STYLE CURB & GUTTER
CATCH BASIN CASTING INSTALLATION



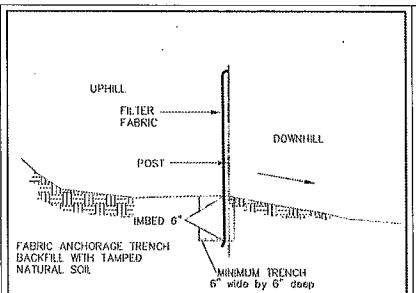
ADA PARKING SIGN W/BOLLARD



CATCH BASIN MANHOLE



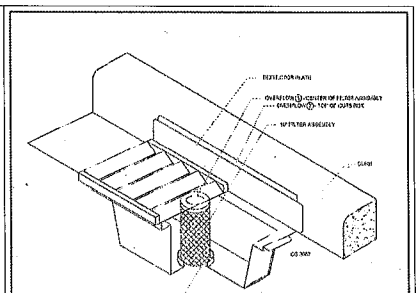
ACCESSIBLE SIGNAGE AND STRIPING



INSTALL AS PER FILTER FABRIC MANUFACTURER'S RECOMMENDATIONS

SILT FENCE DETAIL
NO SCALE

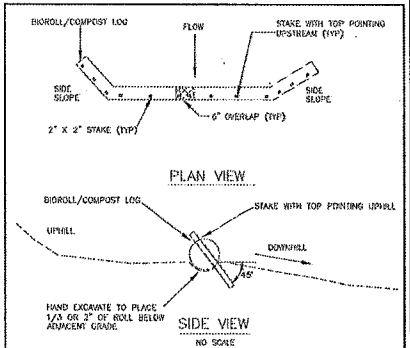
APPROVED: 1 – 2016	City of Ramsey	STANDARD DETAILS: SILT FENCE.
		CITY PLATE No. ERO-1



N.T.S.

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

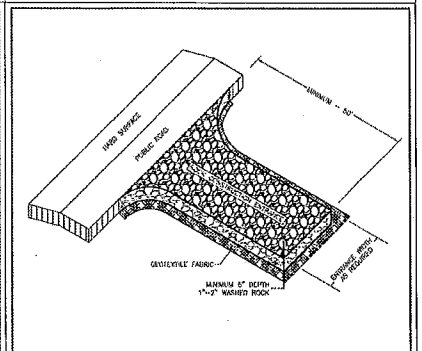
APPROVED: 1 – 2016	City of Ramsey	STANDARD DETAILS: INLET PROTECTION
		CITY PLATE No. ERO-2



NOTE:
STAKE INTO GROUND WITH WOOD STAKES DRIVING STAKE 6" INTO GROUND AND PROTRUDING 2" ABOVE LOG.
WOOD STAKES ARE A MINIMUM 0.5" X 2" X 18" AND PLACED EVERY 1' UNLESS PRECLUDED BY A ROCK.
WHEN MORE THAN 1 BIOROLL/COMPOST LOG IS NEEDED, OVERLAP ENDS A MINIMUM OF 6" AND STAKE.
WOOD STAKES ARE DRIVEN THROUGH BACK HALF OF BIOROLL OR COMPOST LOG AT 45° ANGLE WITH TOP OF STAKE POINTING UPHILL

NO SCALE

APPROVED: 3 – 2016	City of Ramsey	STANDARD DETAILS: BIO ROLL (COMPOST LOG)
		CITY PLATE No. ERO-4



NOTE:
1. MINIMUM CONSTRUCTION ENTRANCE WIDTH EQUAL TO PROPOSED ROADWAY WIDTH.
2. WIDTH OF RADIUS AS REQUIRED TO ENSURE VEHICLES DO NOT TRACK ONTO PUBLIC ROAD.
3. MAINTAINENCE AS REQUIRED TO PREVENT TRACKING ONTO PUBLIC ROADS. THIS MAY REQUIRE TOP DRESSING WITH ADDITIONAL ROCK OR REMOVAL AND REINSTALLATION OF THE ENTRANCE AS NEEDED.

NOT TO SCALE

APPROVED: 1 – 2016	City of Ramsey	STANDARD DETAILS: ROCK CONSTRUCTION ENTRANCE
		CITY PLATE No. ERO-5

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PUBLIC WORKS FACILITY

JASPAR STREET NW
RAMSEY, MN, 55303

PROJECT NUMBER XXXX

DATE OF ISSUE XXX XX, XXXX

DRAWN BY XXX

CHECKED BY ANC

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SIGNATURE

DATE

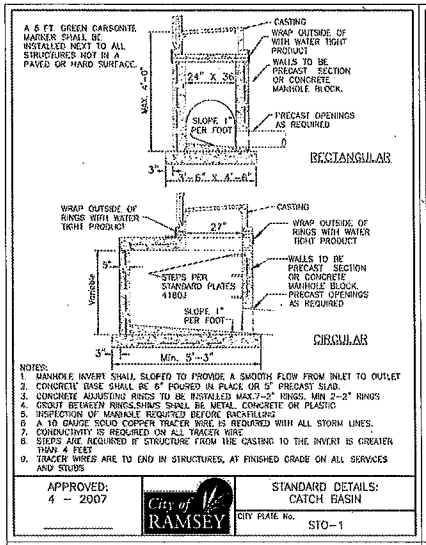
LICENSE #

SHEET NAME

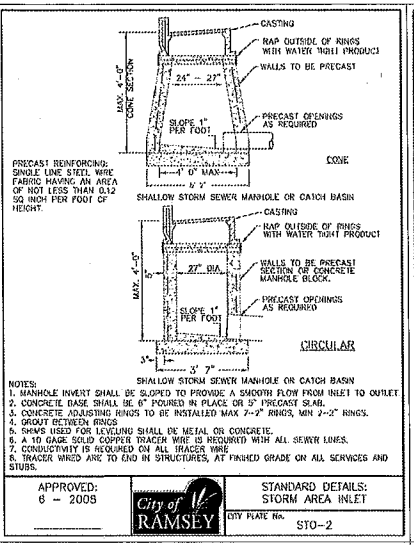
CIVIL DETAILS

SHEET NO

C 107

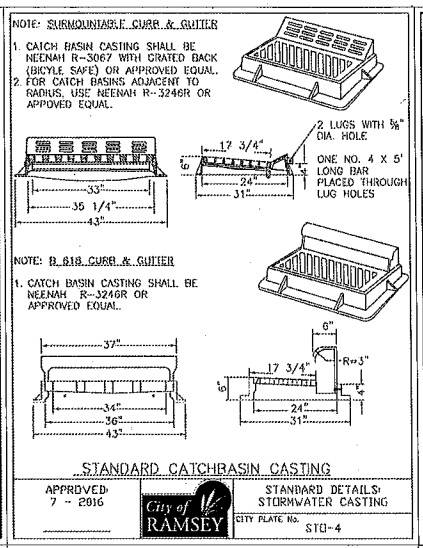


APPROVED: 4 – 2007	City of RAMSEY	STANDARD DETAILS: CATCH BASIN
		CITY PLATE No. STO-1



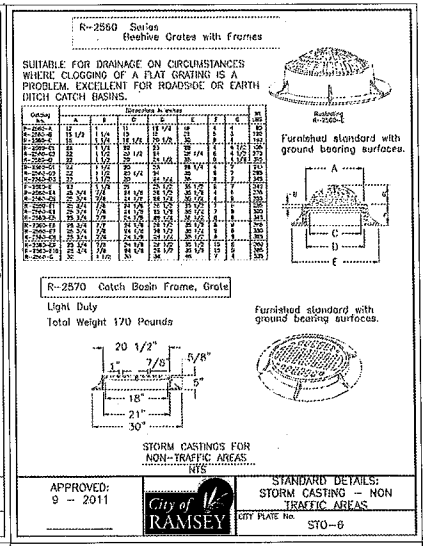
NOTES:
1. MANHOLE INVERT SHALL BE SLOPED TO PROVIDE A SMOOTH FLOW FROM INLET TO OUTLET
2. CONCRETE BASE SHALL BE 6" POURED IN PLACE OR 5" PRECAST SLAB.
3. CONCRETE ADJUSTING RINGS TO BE INSTALLED MAX 7-2" RINGS, MIN 2-2" RINGS.
4. GROUT BETWEEN RINGS
5. SHIMS USED FOR LEVELING SHALL BE METAL OR CONCRETE.
6. A 10 GAGE SOLID COPPER TRACER WIRE IS REQUIRED WITH ALL SEWER LINES.
7. CONDUCTIVITY IS REQUIRED ON ALL TRACER WIRE
8. TRACER WIRES ARE TO END IN STRUCTURES, AT FINISHED GRADE ON ALL SERVICES AND STUBS.

APPROVED: 6 – 2008	City of RAMSEY	STANDARD DETAILS: STORM AREA INLET
		CITY PLATE No. STO-2



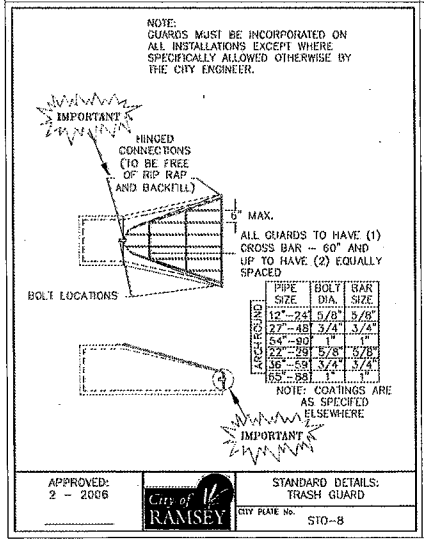
STANDARD CATCHBASIN CASTING

APPROVED: 7 – 2016	City of RAMSEY	STANDARD DETAILS: STORMWATER CASTING
		CITY PLATE No. STO-4



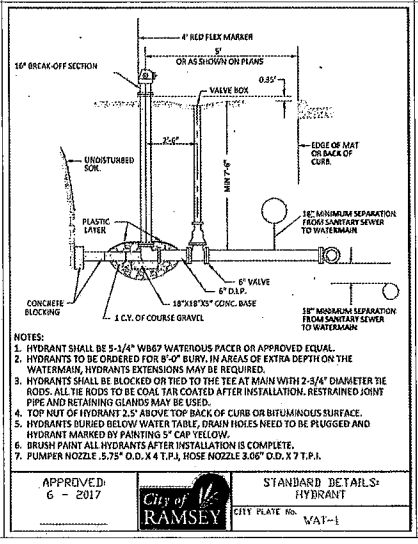
STORM CASTINGS FOR NON-TRAFFIC AREAS.
NTS

APPROVED: 9 – 2011	City of RAMSEY	STANDARD DETAILS: STORM CASTING – NON TRAFFIC AREAS
		CITY PLATE No. STO-6



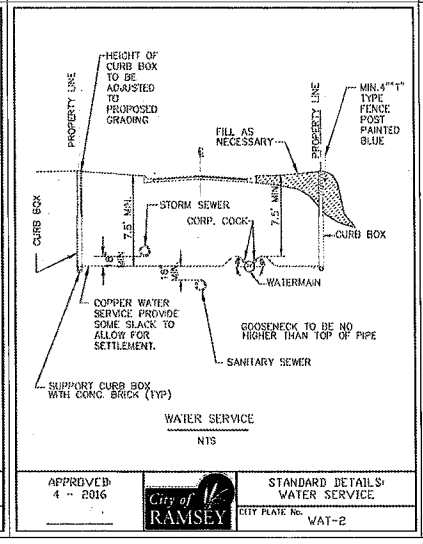
PIPE SIZE	BOLT DIA.	BAR SIZE
12"–24"	5/8"	5/8"
27"–48"	3/4"	3/4"
54"–90"	1"	1"
22"–29"	5/8"	5/8"
36"–59"	3/4"	3/4"
65"–88"	1"	1"

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



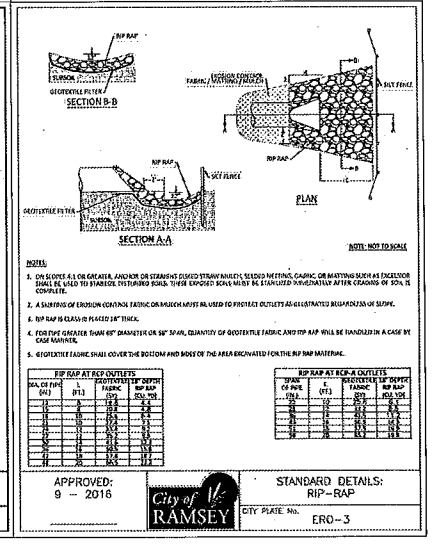
NOTES:
1. HYDRANT SHALL BE 5-1/4" WB67 WATEROUS PACER OR APPROVED EQUAL.
2. HYDRANTS TO BE ORDERED FOR 8'-0" BURY. IN AREAS OF EXTRA DEPTH ON THE WATERMAIN, HYDRANTS EXTENSIONS MAY BE REQUIRED.
3. HYDRANTS SHALL BE BLOCKED OR TIED TO THE TEE AT MAIN WITH 2-3/4" DIAMETER TIE RODS. ALL TIE RODS TO BE COAL TAR COATED AFTER INSTALLATION. RESTRAINED JOINT PIPE AND RETAINING GLANDS MAY BE USED.
4. TOP NUT OF HYDRANT 2.5" ABOVE TOP BACK OF CURB OR BITUMINOUS SURFACE.
5. HYDRANTS BURIED BELOW WATER TABLE, DRAIN HOLES NEED TO BE PLUGGED AND HYDRANT MARKED BY PAINTING 5" CAP YELLOW.
6. BRUSH PAINT ALL HYDRANTS AFTER INSTALLATION IS COMPLETE.
7. PUMPER NOZZLE .5.75" O.D. X 4 T.P.I, HOSE NOZZLE 3.06" O.D. X 7 T.P.I.

APPROVED: 6 – 2017	City of RAMSEY	STANDARD DETAILS: HYDRANT
		CITY PLATE No. WAT-1



WATER SERVICE
NTS

APPROVED: 4 – 2016	City of RAMSEY	STANDARD DETAILS: WATER SERVICE
		CITY PLATE No. WAT-2



NOTES:
3. ON SLOPES 4:1 OR GREATER, ANCHOR OR STRAWING DISKED STRAW MULCH, SEEDED MATTING, FABRIC OR MATTING SUCH AS EXCELSIOR SHALL BE USED TO STABILIZE DISTURBED SOILS. THESE EXPOSED SOILS MUST BE STABILIZED IMMEDIATELY AFTER GRADING OF SOIL IS COMPLETE.
4. A SUITABLE OF EROSION CONTROL FABRIC OR MULCH MUST BE USED TO PROTECT OUTLETS AS ILLUSTRATED REGARDLESS OF SLOPE.
5. RIP RAP IS CLASS III PLACED 18" THICK.
6. FOR PIPE GREATER THAN 48" DIAMETER OR 50' SPAN, QUANTITY OF GEOTEXTILE FABRIC AND RIP RAP WILL BE HANDLED IN A CASE BY CASE MANNER.
7. GEOTEXTILE FABRIC SHALL COVER THE BOTTOM AND SIDES OF THE AREA EXCAVATED FOR THE RIP RAP MATERIAL.

RIP RAP AT RCP OUTLETS			
DIA. OF PIPE (IN.)	L (FT.)	GEOTEXTILE FABRIC (SY)	DEPTH OF RIP RAP (CU. YDS)
12	8	13.8	2.8
15	8	13.8	2.8
18	10	19.4	3.5
21	10	19.4	3.5
24	11	20.3	4.1
27	11	20.3	4.1
30	12	22.2	4.8
36	14	28.5	5.8
42	16	34.8	7.1
48	18	41.3	8.5

RIP RAP AT RCP-A OUTLETS			
SPAN OF PIPE (IN.)	L (FT.)	GEOTEXTILE FABRIC (SY)	DEPTH OF RIP RAP (CU. YDS)
14	12	25.0	6.1
19	12	25.0	6.1
24	12	25.0	6.1
29	12	25.0	6.1
34	12	25.0	6.1
38	12	25.0	6.1
43	14	29.5	10.5
48	16	34.0	12.5
53	18	38.5	14.5
58	20	43.0	16.5

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

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CIVIL DETAILS

DRAWING C 108

LANDSCAPE NOTES

1. INSTALLATION OF SHRUBS AND TREES BY OWNER. CONTRACTOR SHALL PREPARE ALL PLANTING AREAS. SEEDING AND SODDING SHALL INSTALLED BY CONTRACTOR.
2. CONTRACTOR SHALL CONTACT GOPHER STATE ONE CALL TO VERIFY LOCATIONS OF ALL UNDERGROUND UTILITIES PRIOR TO INSTALLATION OF ANY PLANTS OR LANDSCAPE MATERIAL
3. ACTUAL LOCATION OF PLANT MATERIAL IS SUBJECT TO FIELD AND SOIL CONDITIONS.
4. NO PLANTING WILL BE INSTALLED UNTIL ALL GRADING AND CONSTRUCTION HAS BEEN COMPLETED IN THE IMMEDIATE AREA.
5. COORDINATE ALL LANDSCAPE WORK WITH APPROPRIATE TEMPORARY AND PERMANENT EROSION CONTROL.
6. ALL SUBSTITUTIONS MUST BE APPROVED BY THE ENGINEER AND CITY PRIOR TO SUBMISSION OF ANY BID AND/OR QUOTE BY THE LANDSCAPE CONTRACTOR.
7. PLANTS SHALL BE IMMEDIATELY PLANTED UPON ARRIVAL AT SITE. PROPERLY HEEL-IN MATERIALS IF NECESSARY; TEMPORARY ONLY.
8. PRIOR TO PLANTING, FIELD VERIFY THAT THE ROOT COLLAR/ROOT FLAIR IS LOCATED AT THE TOP OF THE BALLED & BURLAP TREE. IF THIS IS NOT THE CASE, SOIL SHALL BE REMOVED DOWN TO THE ROOT COLLAR/ROOT FLAIR. WHEN THE BALLED & BURLAP TREE IS PLANTED, THE ROOT COLLAR/ROOT FLAIR SHALL BE EVEN OR SLIGHTLY ABOVE FINISHED GRADE.
9. REMOVE OR FOLDBACK THE TOP 1/3 OF BURLAP AND REMOVE TOP 1/3 OF WIRE BASKET ON B&B MATERIALS; REMOVE POT ON POTTED PLANTS; SPLIT AND BREAK APART PEAT POTS.
10. PRUNE PLANTS AS NECESSARY - PER STANDARD NURSERY PRACTICE AND TO CORRECT POOR BRANCHING OF EXISTING AND PROPOSED TREES.
11. WRAP ALL SMOOTH-BARKED TREES - FASTEN TOP AND BOTTOM. REMOVE BY APRIL 1ST.
12. STAKING OF TREES AS REQUIRED; REPOSITION, PLUMB AND STAKE IF NOT PLUMB AFTER ONE YEAR.
13. THE NEED FOR SOIL AMENDMENTS SHALL BE DETERMINED UPON SITE SOIL CONDITIONS PRIOR TO PLANTING. LANDSCAPE CONTRACTOR SHALL NOTIFY LANDSCAPE ARCHITECT FOR THE NEED OF ANY SOIL AMENDMENTS.
14. TOPSOIL (AND PLANTING SOIL) TO ADHERE TO MN/DOT STANDARD SPECIFICATION 3877 (SELECT TOPSOIL BORROW), AND TO BE FREE OF ROOTS, ROCKS (LARGER THAN ONE INCH), SUBSOIL DEBRIS, AND LARGE WEEDS, UNLESS SPECIFIED OTHERWISE. UTILIZE EXISTING ON-SITE TOPSOIL AS APPROPRIATE. MINIMUM 4" DEPTH TOPSOIL FOR ALL LAWN GRASS AREAS AND 12" DEPTH TOPSOIL (PLANTING SOIL) FOR TREE, SHRUBS, AND PERENNIALS.
15. MULCH TO BE AT ALL TREE, SHRUB, PERENNIAL, LANDSCAPE BED, AND MAINTENANCE AREAS, OR AS INDICATED ON THE PLAN. SHREDDED HARDWOOD MULCH TO BE A MINIMUM 2-INCH AND NOT MORE THAN 4" DEPTH AND FREE OF DELETERIOUS MATERIAL. MULCH AROUND TREES SHALL NOT BE PUSHED UP AGAINST TRUNK OF TREE. MULCH AND FABRIC TO BE APPROVED BY OWNER PRIOR TO INSTALLATION.
16. EDGING TO BE PROVIDED BETWEEN MULCH AND LAWN TURF AREAS, OR AS INDICATED. STEEL EDGING BETWEEN LANDSCAPE BEDS AND LAWN TURF AREAS TO BE COMMERCIAL BLACK STEEL EDGING, INSTALLED PER MANUFACTURER'S INSTALLATION GUIDELINES. BLACK STEEL EDGING SHALL BE PLACED WITH CONNECTORS AND METAL STAKES NO GREATER THAN 4-FOOT ON CENTER AND ELEVATION BELOW LAWN MOWER CUT LINE. UTILIZE CURBS AND SIDEWALKS FOR EDGING WHERE POSSIBLE. INDIVIDUAL TREE AND SHRUB AREAS TO BE SPADED EDGE BETWEEN MULCH AND LAWN TURF GRASS AREAS WITH V-SHAPED DEPTH AND WIDTH TO CREATE SEPARATION.
17. ALL DISTURBED AREAS TO BE SEEDED, UNLESS OTHERWISE NOTED.
18. CONTRACTOR SHALL PROVIDE NECESSARY WATERING OF PLANT MATERIALS UNTIL THE PLANT IS FULLY ESTABLISHED. OWNER WILL NOT PROVIDE WATER FOR CONTRACTOR.
19. REPAIR ALL DAMAGE FROM PLANTING OPERATIONS AT NO COST TO OWNER.

LANDSCAPE SUMMARY

CODE REQUIREMENTS

- 1 TREE PER 50 LINEAL FEET OF SITE PERIMETER OR 1 TREE PER 1,000 SQUARE FEET OF BUILDING FOOTPRINT AREA, WHICHEVER IS GREATER.
- 1 SHRUB PER 30 LINEAL FEET OF SITE PERIMETER OR 1 SHRUB PER 300 SQUARE FEET OF BUILDING FOOTPRINT AREA, WHICHEVER IS GREATER.

DECIDUOUS/CONIFEROUS TREES REQUIRED - BUILDING SQUARE FEET

- BUILDING SF = 79,888 SF
- 1 TREE PER 1,000 SF
- TOTAL NUMBER OF TREES REQUIRED = 80 TREES
- 20 CONIFEROUS TREES, 6 FT HT (25% OF TOTAL TREES)
- 5 ORNAMENTAL TREES, 2.5" CAL (6% OF TOTAL TREES)
- 55 OVERSTORY TREES, 2.5" CAL (69% OF TOTAL)

SHRUBS REQUIRED - - BUILDING SQUARE FEET

- BUILDING SIZE = 79,888 SF
- 1 SHRUB PER 300 SF
- TOTAL NUMBER OF SHRUBS REQUIRED = 267 SHRUBS

DECIDUOUS/CONIFEROUS TREES REQUIRED - SITE PERIMETER

- PROPERTY BOUNDARY LENGTH = 3250 LF
- 1 TREE PER 50 LINEAR FEET OF SITE PERIMETER
- TOTAL NUMBER OF TREES REQUIRED = 65 TREES

SHRUBS REQUIRED - SITE PERIMETER

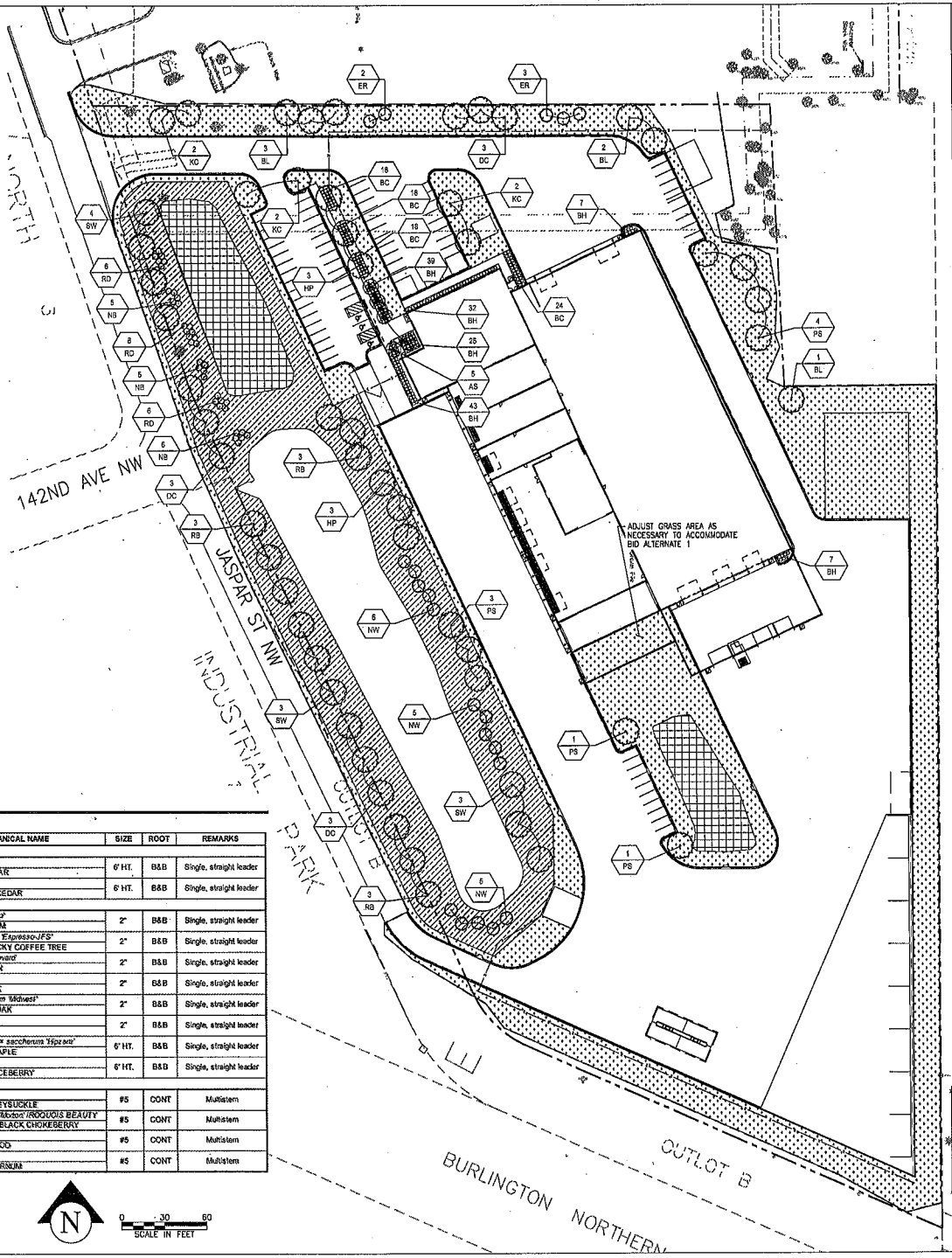
- PROPERTY BOUNDARY LENGTH = 3250 LF
- 1 SHRUB PER 30 LINEAR FEET OF SITE PERIMETER
- TOTAL NUMBER OF SHRUBS REQUIRED = 109 SHRUBS

LANDSCAPE LEGEND

- OVERSTORY TREE
- ORNAMENTAL TREE
- CONIFEROUS TREE
- SHRUB
- MN STATE SEED MIX 35-241 - MESIC PRAIRIE GENERAL
- MN STATE SEED MIX 33-261 - STORMWATER SOUTH & WEST
- MN STATE SEED MIX 25-131 - LOW MAINTENANCE TURF
- PROPERTY LINE
- LIMITS OF DISTURBANCE

PLANT SCHEDULE

QTY		BOTANICAL NAME	SIZE	ROOT	REMARKS
CONIFEROUS TREES					
5	ER	*Juniperus virginiana* EASTERN RED CEDAR	6' HT.	B&B	Single, straight leader
15	NW	*Thuja occidentalis* NORTHERN WHITE CEDAR	6' HT.	B&B	Single, straight leader
DECIDUOUS TREES					
9	DC	*Ulmus 'Morton Red Tip'* DANADA CHARM ELM	2"	B&B	Single, straight leader
6	KC	*Gymnocladus dioicus 'Espresso-JFS'* ESPRESSO KENTUCKY COFFEE TREE	2"	B&B	Single, straight leader
6	BL	*Tilia americana 'Boulevard'* BOULEVARD LINDEN	2"	B&B	Single, straight leader
10	SW	*Quercus bicolor* SWAMP WHITE OAK	2"	B&B	Single, straight leader
9	PS	*Quercus x bimundorum 'Midwest'* PRAIRIE STATURE OAK	2"	B&B	Single, straight leader
9	RB	*Betula nigra* RIVER BIRCH	2"	B&B	Single, straight leader
6	HP	*Acer grandidentatum x saccharum 'Hipzam'* HIGHLAND PARK MAPLE	6' HT.	B&B	Single, straight leader
5	AS	*Amelanchier laevis* ALLEGHENY SERVICEBERRY	6' HT.	B&B	Single, straight leader
DECIDUOUS SHRUBS					
153	BH	*Diervilla lonicera* DWARF BUSH HONEYSUCKLE	#5	CONT	Multistem
78	BC	*Aronia melanocarpa 'Morton' IROQUOIS BEAUTY* IROQUOIS BEAUTY BLACK CHOKEBERRY	#5	CONT	Multistem
20	RD	*Cornus sericea* REDOSIER DOGWOOD	#5	CONT	Multistem
16	NB	*Viburnum lentago* NANNYBERRY VIBURNUM	#5	CONT	Multistem



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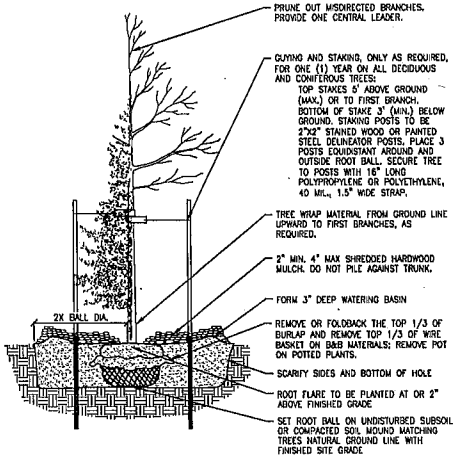
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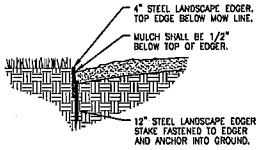
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SHEET NAME
LANDSCAPE PLAN

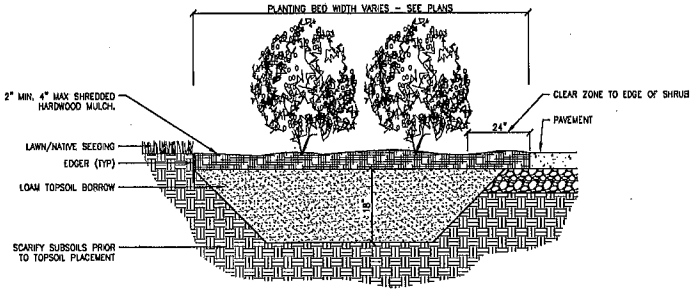
SHEET NO.
L 100



DECIDUOUS/CONIFEROUS TREE PLANTING DETAIL



STEEL LANDSCAPE EDGER DETAIL



TYPICAL SHRUB/PERENNIAL PLANTING

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(651) 696-5186
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RAMSEY, MN, 55303

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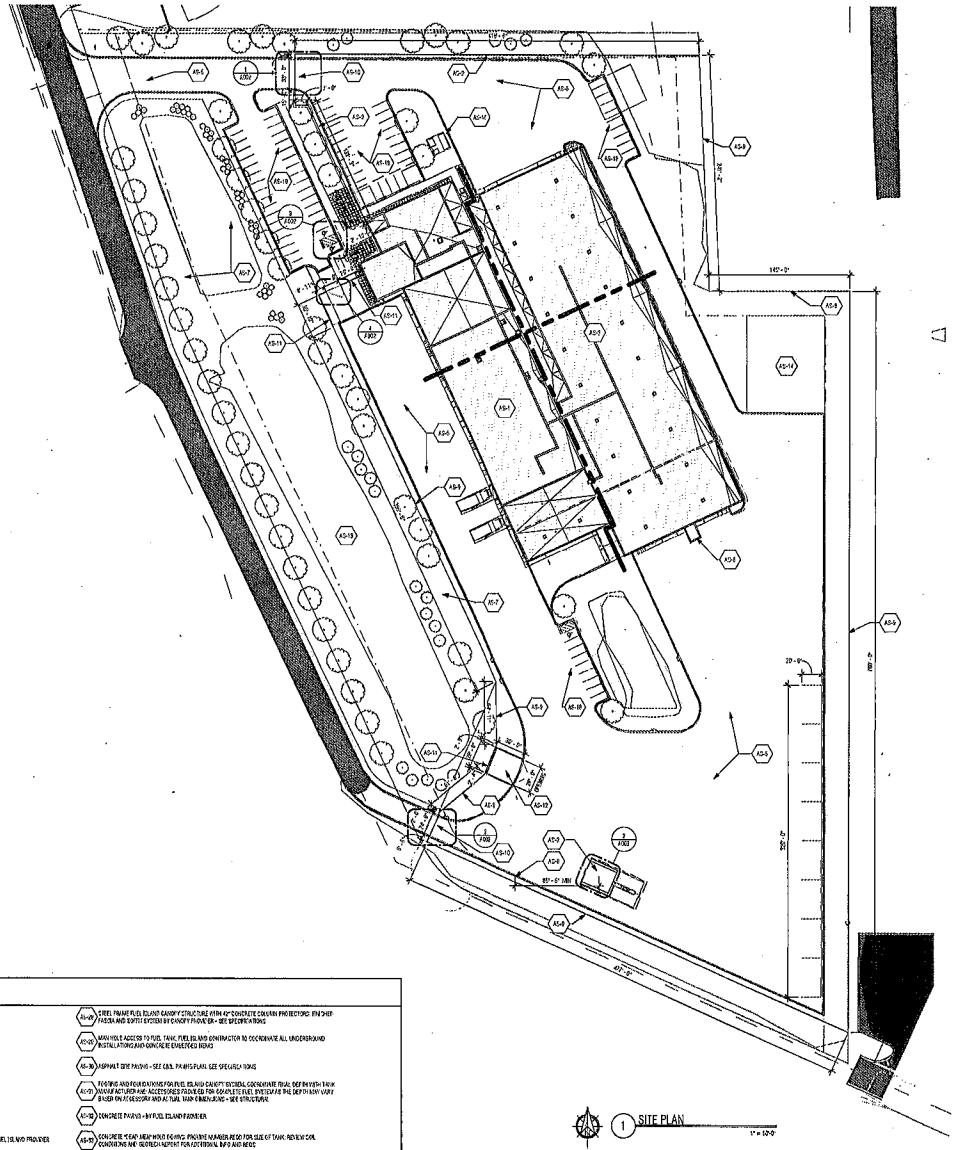
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DATE
LICENSE #

SHEET NAME: LANDSCAPE DETAILS

SHEET NO: L 101



SITE KEYNOTES:

KS-1 MODULAR MAINTENANCE FACILITY	KS-19 POWERED VERTICAL PIVOT GATE WITH AUTOMATIC OPENER, PROVIDE LOOP DETECTION PER PROVIDER RECOMMENDATIONS (3 TOTAL, 1 FOR EMS ACCESS	KS-35 BERM	KS-51 STEEL FRAME FUEL ISLAND CANOPY STRUCTURE WITH 42" CONCRETE COLUMN PROTECTORS, STANDING SEAM FASCIA AND SOFFIT SYSTEM BY CANOPY PROVIDER - SEE SPECIFICATIONS
KS-2 FUELING ISLAND WITH CANOPY	KS-20 CONCRETE DRIVEWAY ON FINISHED GRADE, STEEL TUBE SCREEN WALL ASSEMBLY	KS-36 BERM WITH ADA SLOPE	KS-52 MANHOLE ACCESS TO FUEL TANK, FUEL LINES AND DISPENSER TO COORDINATE ALL UNDERGROUND INSTALLATIONS AND CONCRETE ENCASED ITEMS
KS-3 SALT STORAGE BUILDING	KS-21 TRASH ENCLOSURE - SCREENWALL WITH SWING GATES - CONCRETE SLAB SEE CIVIL	KS-37 CAST IRON DETECTABLE WARNING PLATES	KS-53 ASPHALT SITE PAVING - SEE CIVIL PAVING PLAN, SEE SPECIFICATIONS
KS-4 SALT STORAGE	KS-22 DETENTION POND - SEE CIVIL	KS-38 SITE LIGHTING FOR BUILDING MOUNTED SIGNAGE - SEE ELECTRICAL	KS-54 ROOFING AND FOUNDATIONS FOR FUEL ISLAND CANOPY SHOWN, CONCRETE PAD DEPTH WITH TANK MANUFACTURER AND ACCESSORIES PROVIDED FOR COMPLETE FUEL SYSTEM AT THE DEPTH MAY VARY BASED ON ACCESSORY AND ACTUAL TANK DIMENSIONS - SEE STRUCTURAL
KS-5 SITE PAVING - SEE CIVIL	KS-23 FUTURE SALT STORAGE - NOT IN PROJECT	KS-39 6" TALL CONCRETE CURBED ISLAND	KS-55 CONCRETE PAVING - BY FUEL ISLAND PROVIDER
KS-6 LOADING DOCK	KS-24 PLANTINGS AT SIGN OBSCURING WALL - SEE ELECTRICAL	KS-40 CONCRETE FUEL ISLAND SLAB - MINIMUM 8" SLAB ON GRADE - FINAL DESIGN BY FUEL ISLAND PROVIDER	KS-56 CONCRETE "CRAB HEAD WOOD PAVING" PAVEMENT MARKER PLOD FOR SIZE OF TANK, REVIEW SOIL CONDITIONS AND GEOTECHNICAL REPORT FOR FOOTINGS, INFO AND NEEDS
KS-7 SITE PLANTING - SEE LANDSCAPE	KS-25 CONCRETE PAD FOR TRANSFORMER - SEE ELECTRICAL, COORDINATE PAD SIZE AND DESIGN WITH UTILITY COMPANY, SEE STRUCTURAL FOR PAD FOUNDATION	KS-41 UNDERGROUND FUEL TANK, SIZE SHOWN IS APPROXIMATE TO ONE MANUFACTURER, SEE SPECIFICATIONS FOR TANK REQUIREMENTS	KS-57 LED LIGHTING BY FUEL ISLAND CANOPY PROVIDER - SEE ELECTRICAL
KS-8 EMERGENCY FUEL SHUT OFF	KS-27 FLAGPOLE WITH IN GROUND LIGHTING - SEE ELECTRICAL	KS-42 FUEL STATION WITH (4) DISPENSERS, 1 GAS AND 1 DIESEL, 4 DISPENSE ON EACH DISPENSER WITH HOSE RETRACTATION, SEE SPECIFICATIONS FOR REQUIREMENTS	KS-58 ROOF DRAIN, PIPE WITHIN CANOPY PIPE - BY CANOPY PROVIDER, COORDINATE WITH HEAT TAPE - SEE CIVIL, DOWN SPOUTS CONNECT TO UNDERGROUND SYSTEM
KS-9 VINYL COATED CHAIN LINK FENCE - 6'-0" TALL	KS-28 PARKING AND ADA STRIPING AS INDICATED	KS-43 FUEL SYSTEM INFORMATION INPUT PAD AND PEDESTAL	KS-59 CONCRETE COLUMN PROTECTOR - 4'-0" TALL SLOPED TOP

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NOTES
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CITY OF RAMSEY
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Ramsey, MN 55303

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48485 LICENSE #
09/28/09 DATE

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SITE PLAN

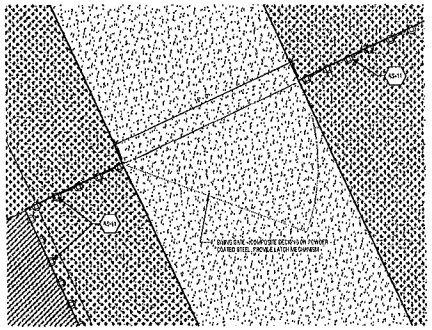
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No.	Date	Description

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Designer
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Author
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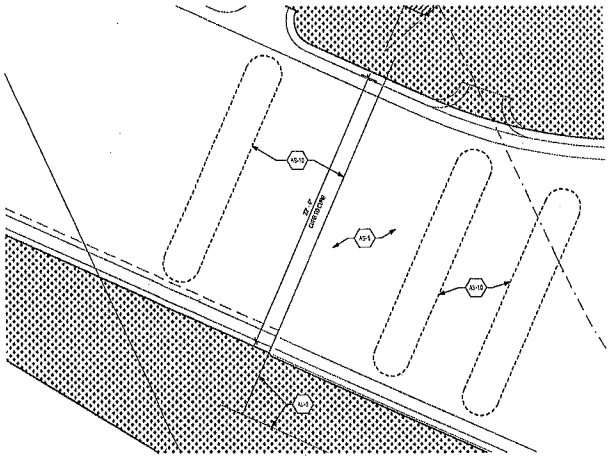
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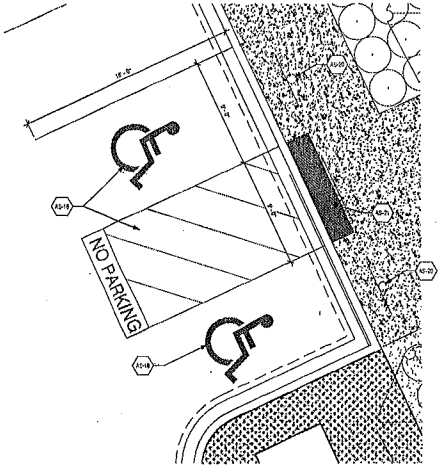
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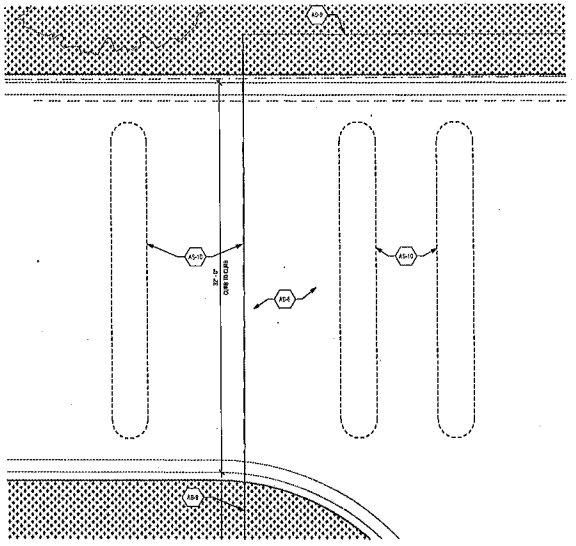
4 SIDE GATE



2 SOUTH GATE



3 ADA PARKING



1 MAIN GATE

SITE KEYNOTES:

- KS-1 VEHICLE MAINTENANCE FACILITY
- KS-2 FUELING ISLAND WITH CANOPY
- KS-3 COLD STORAGE BUILDING
- KS-4 YARD STORAGE
- KS-5 SITE PAVING - SEE CIVIL
- KS-6 LOADING DOCK
- KS-7 SITE PLANTING - SEE LANDSCAPE
- KS-8 EMERGENCY FUEL SHUT OFF
- KS-9 VINYL COATED CHAIN LINK FENCE - 8'-0" TALL
- KS-10 POWERED VERTICAL PIVOT GATE WITH AUTOMATIC OPENER, PROVIDE LOOP DETECTION PER PROVIDER RECOMMENDATIONS (2 TOTAL, 1 PER EXIT ACCESS)
- KS-11 COMPOSITE DECKING ON POWDER COATED STEEL TUBE CONTAINMENT ASSEMBLY
- KS-12 TRASH ENCLOSURE - SCREEN WALL WITH SWING GATES - CONCRETE SLAB - SEE CIVIL
- KS-13 RETENTION POND - SEE CIVIL
- KS-14 FUTURE SALT STORAGE - NOT IN PROJECT
- KS-15 APPLIANCES AT USED/DISCRETION OF - SEE ELECTRICAL
- KS-16 CONCRETE PAD FOR TRANSFORMER - SEE ELECTRICAL. COORDINATE PAD SIZE AND DESIGN ASPECIFICITY COMPANY. SEE STRUCTURAL FOR PAD REINFORCEMENT DESIGN
- KS-17 FLAGPOLE WITH GROUND LIGHTING - SEE ELECTRICAL
- KS-18 PARKING AND ADA STRIPING AS INDICATED
- KS-19 BOLLARD
- KS-20 BOLLARD WITH ADA SIGNAGE
- KS-21 CAST IRON DETECTABLE WARNING PLATES
- KS-22 SITE LIGHTING POR BUILDING MOUNTED SIGNAGE - SEE ELECTRICAL
- KS-23 6" TALL CONCRETE CURBED ISLAND
- KS-24 CONCRETE FUEL ISLAND SLAB - MINIMUM 6" SLAB ON GRADE - FINAL DESIGN BY FUEL ISLAND PROVIDER
- KS-25 UNDERGROUND FUEL TANK. SIZE SHOWN IS APPROXIMATE TO ONE MANUFACTURER, SEE SPECIFICATIONS FOR BASE REQUIREMENTS
- KS-26 FUEL STATION WITH (4) DISPENSERS - 3 GAS AND 1 DIESEL - 10-0" HOSE DU-ECHELON DISPENSER WITH HOSE TENSION REACTOR, SEE SPECIFICATIONS FOR REQUIREMENTS
- KS-27 FUEL SYSTEM INFORMATION INPUT PAD AND PEDESTAL
- KS-28 STEEL FRAME FUEL ISLAND CANOPY STRUCTURE WITH 12" CONCRETE COLUMN PROTECTORS. FINISHED FASCIA AND SOFFIT SYSTEM BY CANOPY PROVIDER - SEE SPECIFICATIONS
- KS-29 MANHOLE ACCESS TO FUEL TANK. FUEL ISLAND CONTRACTOR TO COORDINATE ALL UNDERGROUND INSTALLATIONS AND CONCRETE OVERSIZED ITEMS
- KS-30 ASPHALT SITE PAVING - SEE CIVIL PAVING PLAN. SEE SPECIFICATIONS
- KS-31 FOOTING AND FOUNDATIONS FOR FUEL ISLAND CANOPY BY DETAIL COORDINATE FINAL DEPTH WITH FINAL CANOPY MANUFACTURER AND AS DESIGNED BY ENGINEER PROVIDED FOR COMPLETE FUEL SYSTEM AT THE DEPTH MAY VARY BASED ON ACCESSORY AND ACTUAL END DIMENSIONS - SEE STRUCTURAL
- KS-32 CONCRETE PAVING - BY FUEL ISLAND PROVIDER
- KS-33 CONCRETE "ROAD MAP" FOR DIESEL PROVIDE HEATER PADS FOR SIDE OF TANK. READ WITH CONCEPTUAL AND DETAILED REPORT FOR ADDITIONAL INFO AVAILABLE
- KS-34 LED LIGHTING BY FUEL ISLAND CANOPY PROVIDER - SEE ELECTRICAL
- KS-35 ROOF DRAIN PIPE WITH HEAT TAPE - BY CANOPY PROVIDER, DOWNSPOUT CATCHMENT WITH HEAT TAPE - SEE CIVIL. DOWNSPOUTS CONNECT TO UNDERGROUND SYSTEM
- KS-36 CONCRETE COLUMN PROTECTOR - 4'-0" TALL SLOPED TOP

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CANADA MAP

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48485 LICENSE #
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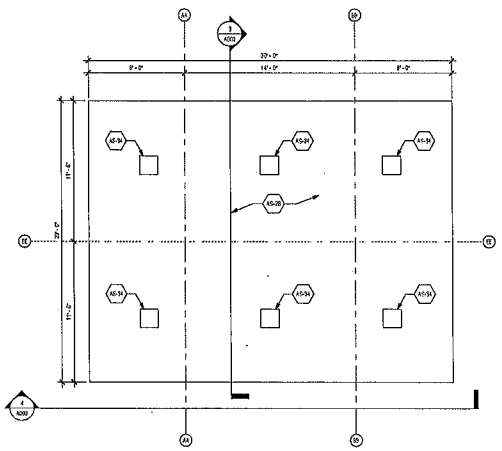
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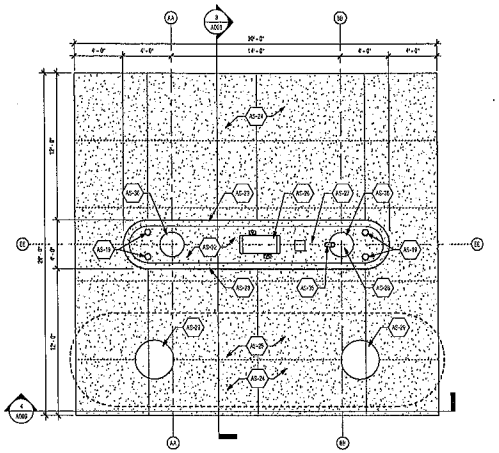
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Author
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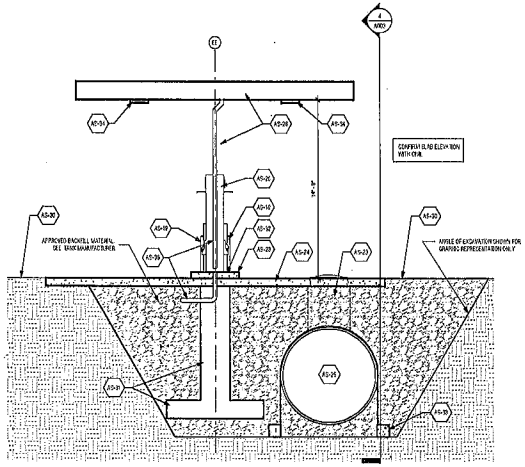
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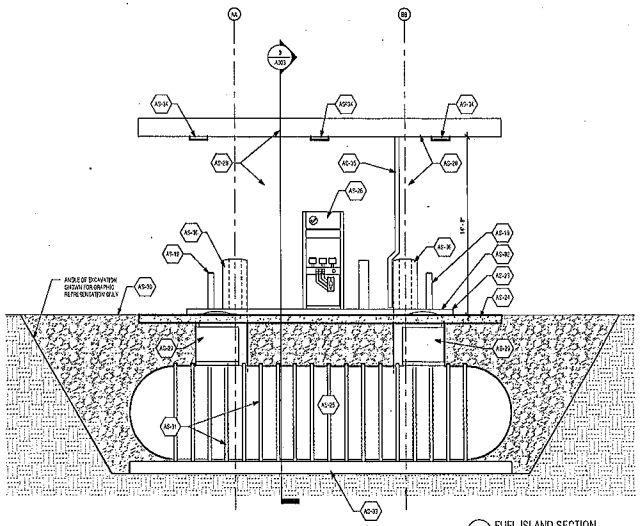
1 FUEL ISLAND RCP
1/4" = 1'-0"



2 FUEL ISLAND
1/4" = 1'-0"



3 FUEL ISLAND SECTION
1/4" = 1'-0"



4 FUEL ISLAND SECTION
1/4" = 1'-0"

SITE KEYNOTES:

AS-1	REMOVE MAINTENANCE FACILITY	AS-10	ENGINEERED VERTICAL FLAP GATE WITH AUTOMATIC OPENER, FAILSAFE LOOP DETECTION PER PROVIDER RECOMMENDATIONS (3 TOTAL, 1 FOR EXIT ACCESS)
AS-2	EXISTING ISLAND WITH CANOPY	AS-11	COMPOSITE DECKING ON PHOTOVOLTAIC STEEL TUBE SCREEN WALL ASSEMBLY
AS-3	COLD STORAGE BUILDING	AS-12	STACKED BLOCK WALL WITH SWING GATES - CONCRETE SLAB. SEE CIVIL
AS-4	SALT STORAGE	AS-13	RETENTION POND - SEE CIVIL
AS-5	SITE PAVING - SEE CIVIL	AS-14	FUTURE SALT STORAGE - NOT IN PROJECT
AS-6	FENCING/GATE	AS-15	LIFE SAFETY EXIT SIGNAGE/SCREEN WALL - SEE ELECTRICAL
AS-7	SITE PLANTING - SEE LANDSCAPE	AS-16	CONCRETE PAD FOR TRANSFORMER - SEE ELECTRICAL. COORDINATE PAD SIZE AND CLEARANCE WITH UTILITY COMPANY. SEE STRUCTURAL FOR PAD REVIEW DESIGN
AS-8	EMERGENCY FUEL CUT OFF	AS-17	FLAGPOLE WITH INGROUND LIGHTING - SEE ELECTRICAL
AS-9	VINYL COATED CHAIN LINK FENCE - 8'-0" TALL	AS-18	PLANTING AND ALA SHRUBS AS PURCHASED
AS-19	BOLLARD	AS-28	STEEL FRAME FUEL ISLAND CANOPY STRUCTURE WITH 42" CONCRETE CURTAIN PROTECTORS. FINISHED FASCIA AND SOFFIT SYSTEM WITH CANOPY MANUFACTURER - SEE SPECIFICATIONS
AS-20	BOLLARD WITH ADA SIGNAGE	AS-29	MAN HOLE ACCESS TO FUEL TANK. FUEL ISLAND CONTRACTOR TO COORDINATE ALL UNDERGROUND INSTALLATIONS AND CONCRETE EMBEDDED ITEMS
AS-21	CAST IRON GRATE TRAFFIC RATED WITH ADA STRIPING PLATES	AS-30	ASPHALT SITE PAVING - SEE CIVIL PAVING PLAN. SEE SPECIFICATIONS
AS-22	SITE LIGHTING FOR BUILDING MOUNTED SIGNAGE - SEE ELECTRICAL	AS-31	FOOTING AND FOUNDATION PER FUEL ISLAND CANOPY SYSTEM. COORDINATE FINAL DEPTH WITH TANK MANUFACTURER AND ACCESS OPENING PROVIDED FOR COMPLETE FUEL SYSTEM AS THE DEPTH MAY VARY BASED ON ACCESS BY AND ACTUAL TANK DIMENSIONS - SEE STRUCTURAL
AS-23	6" TALL CONCRETE CURBED ISLAND	AS-32	CONCRETE PAVING - BY FUEL ISLAND PROVIDER
AS-24	CONCRETE FUEL ISLAND SLAB - MINIMUM 8" SLAB ON GRADE - FINAL DESIGN BY FUEL ISLAND PROVIDER	AS-33	CONCRETE "DEAD MAN" HOLD DOWNS. PROVIDE NUMBER REQ'D FOR SIZE OF TANK. REINFORCED CONDITIONS AND SEE GEOTECHNICAL REPORT FOR ADDITIONAL INFORMATION
AS-25	UNDERGROUND FUEL TANK. SIZE SHOWN IS APPROXIMATE TO ONE MANUFACTURER. SEE SPECIFICATIONS FOR TANK REQUIREMENTS	AS-34	LED LIGHTING BY FUEL ISLAND CANOPY PROVIDER - SEE ELECTRICAL
AS-26	FUEL STATION WITH (2) DISPENSERS, 1 GAS AND 1 DIESEL, 10'-0" HOSE ON EACH DISPENSER WITH HOSE TENSIONER/RETRACTOR. SEE SPECIFICATIONS FOR REQUIREMENTS	AS-35	ROOF DRAIN PIPE WITH HEAT TAPE - BY CANOPY PROVIDER. DOWNSPOUT EACH POINT WITH HEAT TAPE - SEE CIVIL. DOWNSPOUTS CONNECT TO UNDERGROUND SYSTEM
AS-27	FUEL SYSTEM INFORMATION INPUT PAD AND PEDESTAL	AS-36	CONCRETE COLUMN PROTECTOR - 6'-0" TALL SLOPED TOP

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SIGNATURE: ANDREW N. COOPER
45485 LICENSE #
05/26/20 DATE

SHEET NAME: FUEL ISLAND

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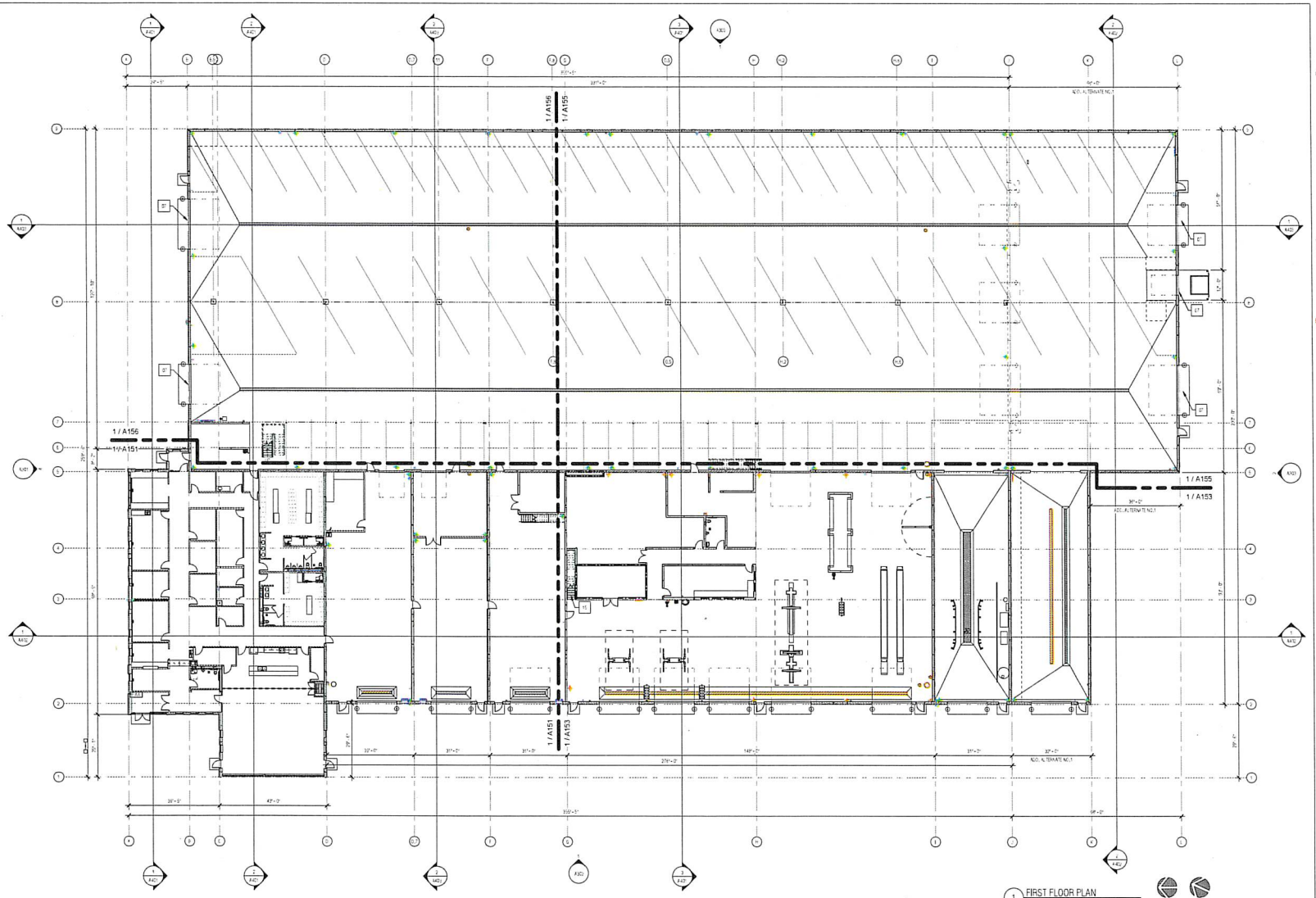
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Author
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1 FIRST FLOOR PLAN
OVERALL PLAN
1/16" = 1'-0"

PLAN NORTH

TRUE NORTH

PLAN KEYNOTES:

1. PRECAST INSULATED WALL PANEL - SEE ELEVATION FOR FINISH
2. CLOSE PRECAST WALL PANEL - SEE ELEVATION FOR FINISH
3. CONCRETE SLAB ON GRADE, SEE STRUCTURAL FOR REINFORCEMENT AND DETAILS NOTED - SEAL ALL CONTROL AND CONSTRUCTION JOINTS
4. CONCRETE SLAB ON GRADE WITH IN-FLOOR RADIANT HEAT, SEE STRUCTURAL FOR REINFORCEMENT AND DETAILS NOTED - SEAL ALL CONTROL AND CONSTRUCTION JOINTS
5. PRE-FABRICATED TRENCH DRAIN W/ LEVEL 1/2" +/- DRAIN, WIDTH MAX. COORDINATE WITH STRUCTURAL AND MECHANICAL DETAILS - SEAL ALL CONSTRUCTION JOINTS
6. EXTERIOR HOLLOW METAL DOOR AND FRAME, PAINT PER SCHEDULE. SEE SCHEDULE FOR INFORMATION. PROVIDE STRUCTURAL LOOP AT ALL EXTERIOR DOORS
7. PRE-FINISHED METAL CUSTOM COLOR AND GLAZED SECTIONAL OVERHEAD DOOR, PROVIDE STEEL PLATE AT JAMB AND OPENING, PAINT FOR SCHEDULE, PROVIDE (2) BOLLARDS AT EXTERIOR OF EACH DOOR. PROVIDE DOOR OPERATOR - AT PERIMETER FACE OF BUILDING
8. PRE-FINISHED ALUMINUM WINDOW / ENTRY SYSTEM - SEE SCHEDULE FOR TYPE INFORMATION
9. FLOOR TILE - SEE FINISH SCHEDULE
10. CARPET FLOOR TILE - SEE FINISH SCHEDULE
11. SEALED CONCRETE FLOORS - SEE FINISH SCHEDULE
12. INTERIOR HOLLOW METAL DOOR AND FRAME, RETURN WALL FINISH TO DOOR FRAME - SEE SCHEDULE FOR INFORMATION
13. INTERIOR WOOD DOOR AND HOLLOW METAL FRAME, RETURN WALL FINISH TO DOOR FRAME - SEE SCHEDULE FOR INFORMATION
14. 6" DIA. EXTERIOR STEEL BOLLARD, FILLED WITH CONCRETE, BOLLARD COVER - SEE DETAIL
15. CONCRETE FILLED METAL PAN STAIR AND STEEL PIPE RAILINGS - PAINT ALL EXPOSED STEEL
16. INTERIOR MEZZANINE STEEL PIPE RAILING WITH 4" CHANGING GATE AS INDICATED. PROVIDE LATCHING HASP, GATE TO HAVE STOP AT HINGES THAT PREVENT OUTSWINGING ACTION. PROVIDE SAFETY CHAIN SUPPLIED TO OUTSIDE OF EACH GATE
17. WELDING EXHAUST FAN WITH LIGHT - SEE MECHANICAL FOR MODEL AND DETAIL
18. LUBE REEL AND LUBE REEL SUPPORT BEAM - SEE MECHANICAL/STRUCTURAL
19. IN-FLOOR VEHICLE EXHAUST PIPE AND FAN, EXHAUSTED THROUGH ROOF - SEE MECHANICAL
20. PIPE EXITING ROOF IN CABINET, AND MAX MOUNTING HEIGHT + WALL MOUNT AT PRECAST WALL RECESSED AT DRAIN WALL
21. FL MARBLE WASTE TRAP, SEE MECHANICAL FOR MODEL AND DETAIL
22. VEHICLE WASH EQUIPMENT INCLUDING ACTIVATION LOOP, TIRE GUIDE, AND DRYER BY PROVIDER - SEE MECHANICAL AND ELECTRICAL FOR SPECIFICATIONS
23. ELECTRICAL EQUIPMENT - SEE SHEET NOTES
24. 4" CONCRETE HOUSEKEEPING PAD - VERIFY LOCATION AND SIZE WITH MECHANICAL EQUIPMENT
25. 4" CONCRETE SITE PAVING TOOLED JOINTS. PROVIDE EXPANSION MATERIAL BETWEEN PAVING AND BUILDING - SEAL JOINTS
26. CONCRETE APRON, SEE PLAN FOR WIDTH - SEE STRUCTURAL
27. CONCRETE STOOP, SEE PLAN FOR WIDTH - SEE STRUCTURAL
28. OVERHEAD 5 TON OVERHEAD CRANE, SEE STRUCTURAL FOR DETAILS NOTED. STRUCTURAL CONNECTIONS BY CRANE PROVIDER. STRUCTURAL TO PROVIDE SUPER STRUCTURE TO SUPPORT
29. VAN ENCAPSULATED WASH BY PROVIDER, CONTROLLER BY PROVIDER, CONTRACTOR TO PROVIDE (2) SHUT OFF SWITCHES FOR UNDERCHARGE WASH + DOOR, WITH ELEC TRACK
30. METAL STAIR AND STEEL PIPE RAILING FOR ROOF ACCESS
31. STAINLESS STEEL ADA GRAB BARS
32. PRE-FINISHED METAL URINAL PARTITION
33. PRE-FINISHED METAL WATERCLOSET PARTITION
34. FLOOR DRAIN - SEE MECHANICAL FOR DETAIL NOTES
35. WALL MOUNTED TOILET - SEE MECHANICAL FOR DETAIL NOTES
36. WALL MOUNTED URINAL - SEE MECHANICAL FOR DETAIL NOTES
37. UNDERMOUNT BATHROOM SINK - SEE MECHANICAL FOR DETAIL NOTES
38. WALL MOUNTED PAPER TOWEL HOLDER - BY OWNER
39. WALL MOUNTED MIRROR
40. FULL HEIGHT 24"x 12" STEEL LOCKERS
41. WOOD BENCH - BOLT TO FLOOR
42. ADA WOOD BENCH - BOLT TO FLOOR
43. WALL MOUNTED ADA FOLDABLE SHOWER SEAT
44. STAINLESS STEEL ADA SHOWER GRAB BARS
45. RESTROOM SOLID SURFACE COUNTER
46. SHOWER HEAD FIXTURE
47. SHOWER CURTAIN WITH ROD
48. REFRIGERATOR - PROVIDE ELECTRICAL OUTLET - SEE SPECIFICATION FOR MODEL INFORMATION
49. STAINLESS STEEL SINK
50. DUAL HEIGHT WALL MOUNTED ADA DRINKING FOUNTAINS
51. SINGLE HEIGHT WALL MOUNTED ADA DRINKING FOUNTAIN
52. WASTE OIL RECEPTACLE - SEE MECHANICAL FOR DETAIL NOTES
53. EMERGENCY EYE WASH STATION - SEE MECHANICAL
54. JANITOR MOP SINK - SEE MECHANICAL FOR NOTES/DETAILS
55. ICE MACHINE - SEE MECHANICAL FOR NOTES/DETAILS
56. GANG SINK - SEE MECHANICAL FOR DETAIL NOTES
57. MICROWAVE - BY OWNER
58. SOLID SURFACE COUNTER OF WITH FRAMING, SUPPORT BRACKETS
59. WALL MOUNTED SINK - SEE MECHANICAL FOR DETAILS NOTES
60. FOUR POST SURFACE MOUNT VEHICLE LIFT
61. TWO POST SURFACE MOUNT VEHICLE LIFT
62. POLYCARBONATE SCREEN WALL
63. PRECAST PLANT SHELF ABOVE

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CITY OF RAMSEY
14159 Jaquar St NW
Ramsey, MN 55303

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SIGNATURE ANDREW N. COOPER
LICENSE # 46485
DATE 07/22/20

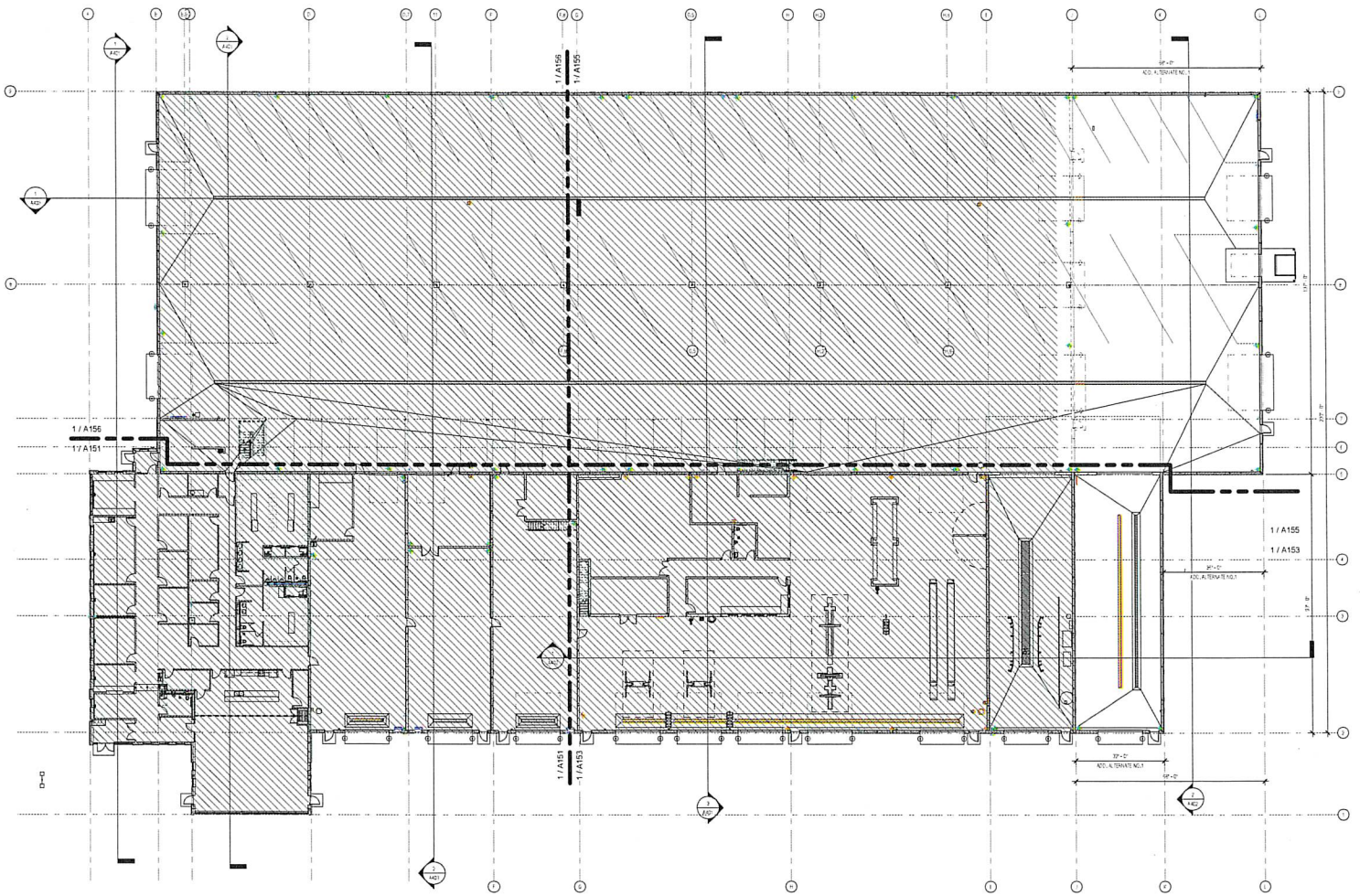
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OVERALL FIRST FLOOR PLAN

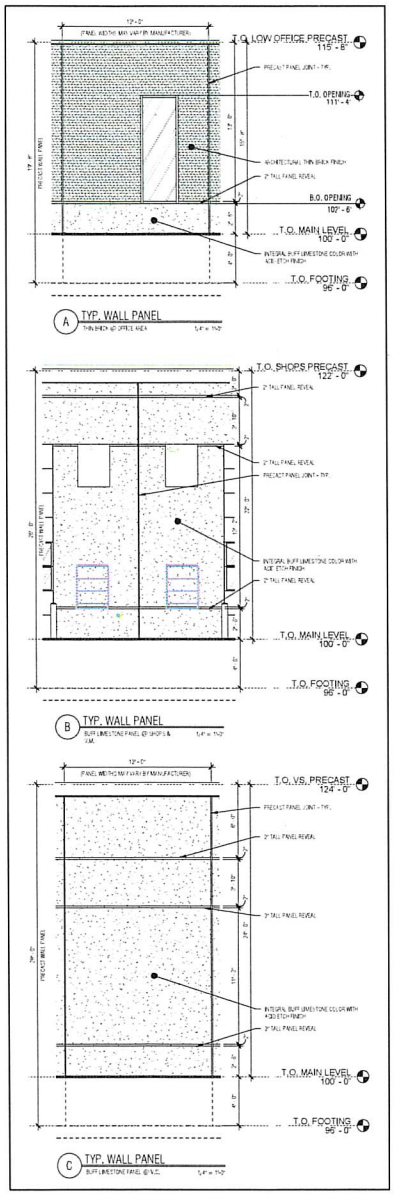
REVISIONS

No.	Date	Description

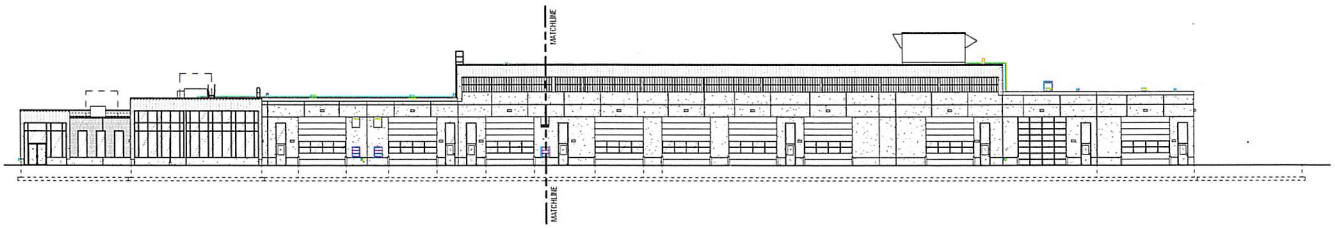
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Designer
DATE
Author
DRAWN BY
Checker
CHECKED BY

SHEET NO
A101

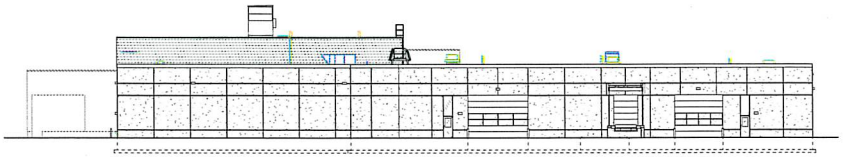

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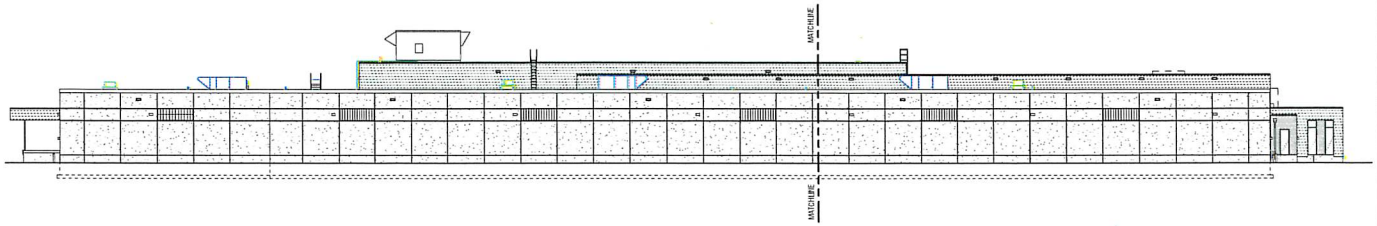



4 BUILDING ELEVATION
OVERALL - NORTH



3 BUILDING ELEVATION
OVERALL - WEST


2 BUILDING ELEVATION
OVERALL - SOUTH



1 BUILDING ELEVATION
OVERALL - EAST

BUILDING ELEVATION KEYNOTES:

01 INSULATED ARCHITECTURAL PRECAST CONCRETE WALL PANELS - BUFF LIMESTONE INTEGRAL COLOR WITH ACID ETCHED FINISH + 2" REVEAL PATTERN - SEE WALL PANEL DETAIL FOR MORE INFO.	11 EXTERIOR ALUM. DOOR AND FRAME PAINT - SEE DOOR SCHEDULE FOR MORE INFO.	21 12" TALL ANGLED ALUM. BUILDING SIGNAGE
02 INSULATED ARCHITECTURAL PRECAST CONCRETE WALL PANELS - THIN BRICK FINISH @ OFFICE AREA ONLY. SEE WALL PANEL DETAIL FOR MORE INFO.	12 EXTERIOR PAT DOOR AND FRAME PAINT - SEE DOOR SCHEDULE FOR MORE INFO.	22 PRE-FINISHED PAINTED MTL.
03 PRE-FINISHED FLUSH FACE MTL. PANEL (MP-01)	13 EXTERIOR PRE-FINISHED 24 HR. SECTIONAL DOOR - SEE DOOR SCHEDULE FOR MORE INFO.	23 EXTERIOR PRE-FINISHED POLYCARBONATE CLAD SECTIONAL DOOR - SEE DOOR SCHEDULE FOR MORE INFO.
04 PRE-FINISHED RIBBED MTL. PANEL WITH CONCEALED FASTENERS (MP-02)	14 PRE-FINISHED MTL. THRU-WALL SCUPPER AND DOWNSPOUT	24 42"X60" LOUVER - SEE MECH.
05 TRANSLUCENT WALL PANEL SYSTEM - SEE WINDOW SCHEDULE FOR MORE INFO.	15 CONCRETE FILLED 6" DIA. STEEL PIPE BOLLARD. PAINTED PLASTIC BULLARD COVERS AT EXTERIOR - TYP. PAINT A PATTERN - TYP.	25 [illegible]
06 PRE-FINISHED ALUM. STOREFRONT WINDOW SYSTEM (SF-01) - SEE WINDOW SCHEDULE FOR GLAZING TYPE AND SYSTEM INFO.	16 MTL. ROOF ACCESS LADDER WITH FALL ARRESTOR	26 [illegible]
07 NOTATED	17 FIRE DEPARTMENT CONNECTION - SEE MECH.	27 [illegible]
08 PRE-FINISHED 2pc TWO PIECE MTL. PARAPET CAP	18 ROOF TOP UNIT - SEE MECH.	28 [illegible]
09 PRE-FINISHED WOOD GRAIN MTL. PANEL (MP-03)	19 LED WALL PACK LIGHTING - SEE ELECTRICAL	29 [illegible]

GENERAL NOTES

FOR WINDOW AND GLAZING TYPES (—) SEE A5.??

OERTEL ARCHITECTS, LTD.
CONSULTANT

NOTES
Project Status

Not for Construction

50% Construction Document Set for Pricing

PROJECT NAME
RAMSEY PUBLIC WORKS FACILITY
CITY OF RAMSEY
14595 Sunset St NW
Ramsey, MN 55303

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SIGNATURE ANDREW N. COOPER
LICENSE # 46485 DATE 05/07/20

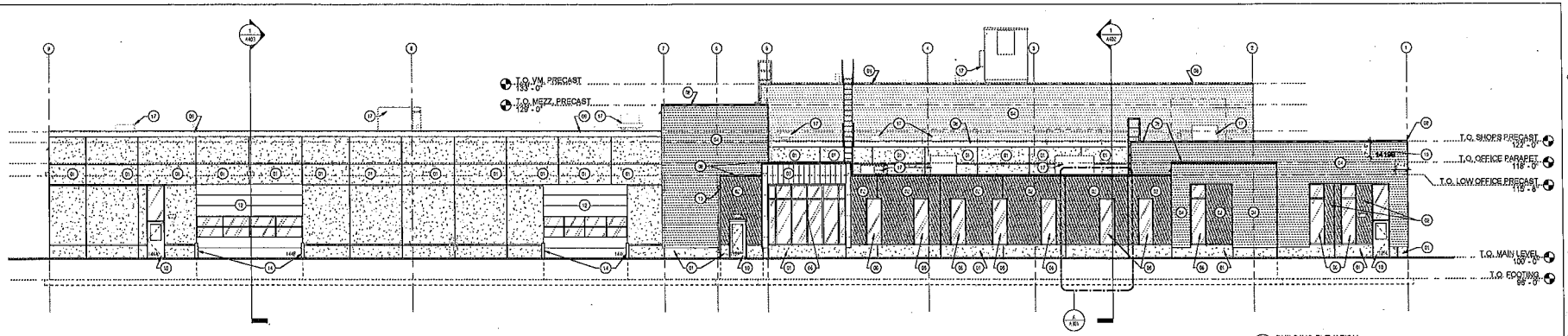
SHEET NAME
OVERALL BUILDING ELEVATIONS

REVISIONS

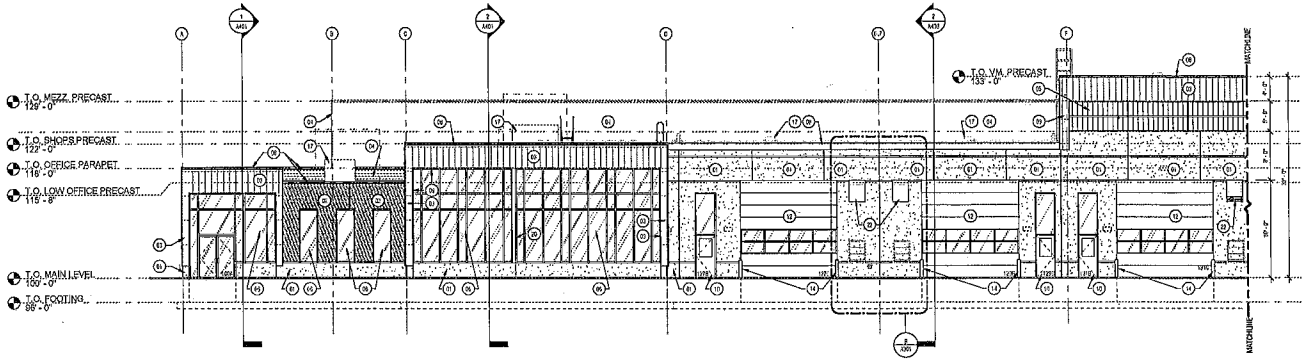
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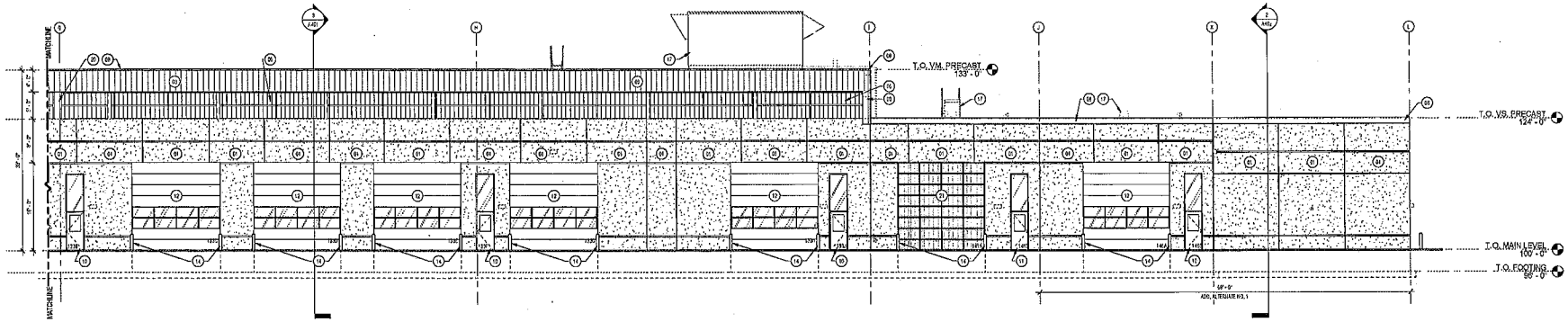
Project Number — PROJECT NUMBER
Designer — DATE
Author — DRAWN BY
Checker — CHECKED BY

SHEET NO
A301



2 BUILDING ELEVATION
NORTH 1/8" = 1'-0"





1 BUILDING ELEVATION
WEST 1/8" = 1'-0"

BUILDING ELEVATION KEYNOTES:

01	INDUSTRIAL ARCHITECTURAL PRECAST CONCRETE WALL PANELS - PURE LIMESTONE INTEGRAL COLOR WITH ACID ETCHED FINISH - 3" REVEAL PATTERN. SEE WALL PANEL DETAIL FOR MORE INFO.	10 EXTERIOR HM DOOR AND FRAME, PAINT - SEE DOOR SCHEDULE FOR MORE INFO.
02	INDUSTRIAL ARCHITECTURAL PRECAST CONCRETE WALL PANELS - THICKNESS VARIES @ OFFICE AREA ONLY. SEE WALL PANEL DETAIL FOR MORE INFO.	11 EXTERIOR FRP DOOR AND FRAME, PAINT - SEE DOOR SCHEDULE FOR MORE INFO.
03	PRE-FINISHED FLASH FACE MTL. PANEL (MP-01)	12 EXTERIOR PRE-FINISHED GLASS SECTIONAL DOOR - SEE DOOR SCHEDULE FOR MORE INFO.
04	PRE-FINISHED RIBBED MTL. PANEL WITH CONCEALED FASTENERS (MP-02)	13 PRE-FINISHED MTL. DRAIN PIPE, DOWNSPOUT AND/OR DRAINSPOUT
05	TRANSLUCENT WALL PANEL SYSTEM - SEE WINDOW SCHEDULE FOR MORE INFO.	14 CONCRETE FILLED 6"DIA. STEEL PIPE BOLLARD. PAINTED PLASTIC BOLLARD COVERS AT EXTERIOR - PTP. PAINT AT INTERIOR - PTP.
06	PRE-FINISHED ALUM. STOREFRONT WINDOW SYSTEM (SF-01) - SEE WINDOW SCHEDULE FOR GLAZING TYPE AND SYSTEM INFO.	15 MTL. ROOF ACCESS LADDER WITH FALL ARRESTOR
07	NOTUSED	16 FIRE DEPARTMENT CONNECTION - SEE MECH.
08	PRE-FINISHED 2PC TWO PIECE MTL. PARAPET CAP	17 ROOF TOP UNIT - SEE MECH.
09	PRE-FINISHED WOOD GRAIN MTL. PANEL (MP-03)	18 LED WALL PACK LIGHTING - SEE ELECTRICAL

19	10" TALL ANNEALED ALUM. BUILDING SIGNAGE	28 ??
20	PRE-FINISHED BARRIER MTL.	29 ??
21	EXTERIOR PRE-FINISHED POLY-CARBONATE GLASS SECTIONAL DOOR - SEE DOOR SCHEDULE FOR MORE INFO.	30 ??
22	42"H DP LOUVER - SEE MECH.	31 ??
23	??	32 ??
24	??	33 ??
25	??	34 ??
26	??	35 ??
27	??	36 ??
28	??	37 ??

GENERAL NOTES:

FOR WINDOW AND GLAZING TYPES (—) SEE A6??

PLOTTED: 6/1/2020 9:52:19 PM PROJECT NAME: Project Name

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VERTEL ARCHITECTS, LTD.
CONSULTANT

NOTES:
Project Status

Not for Construction

60% Construction Document Set for Pricing

PROJECT NAME:
RAMSEY PUBLIC WORKS FACILITY
CITY OF RAMSEY
14169 Jason St NW
Ramsey, MN 55303

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SIGNATURE: ANDREW N. COOPER
46495 LICENSE # 07/22/20 DATE

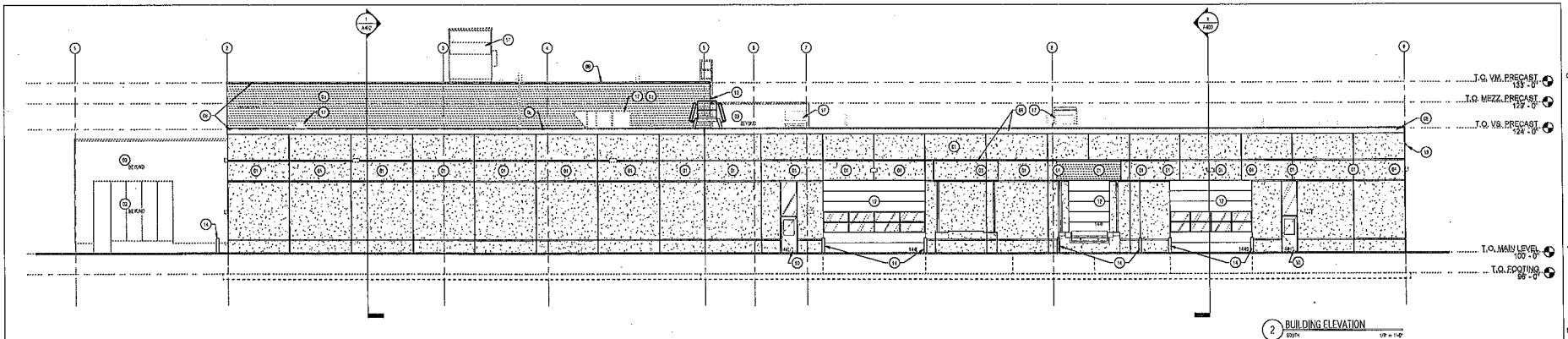
SHEET NAME:
BUILDING ELEVATIONS

REVISIONS:

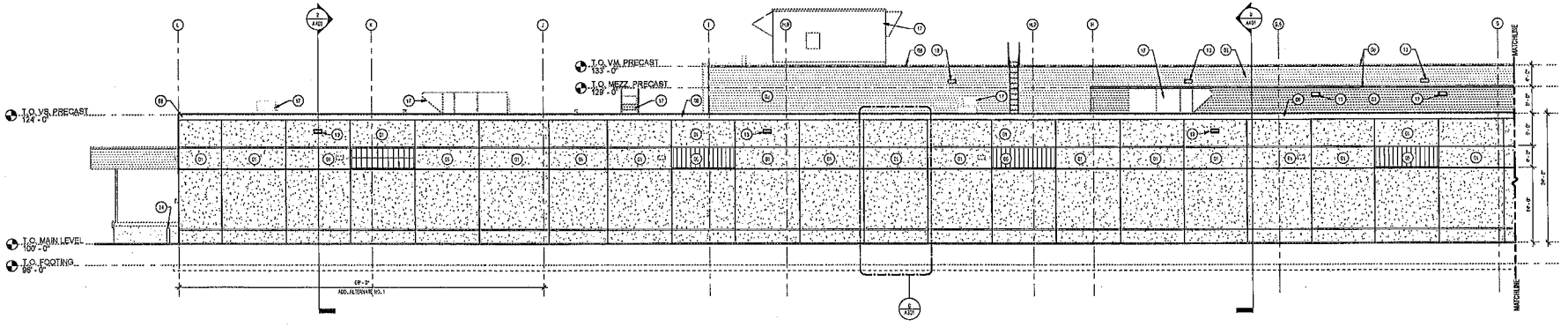
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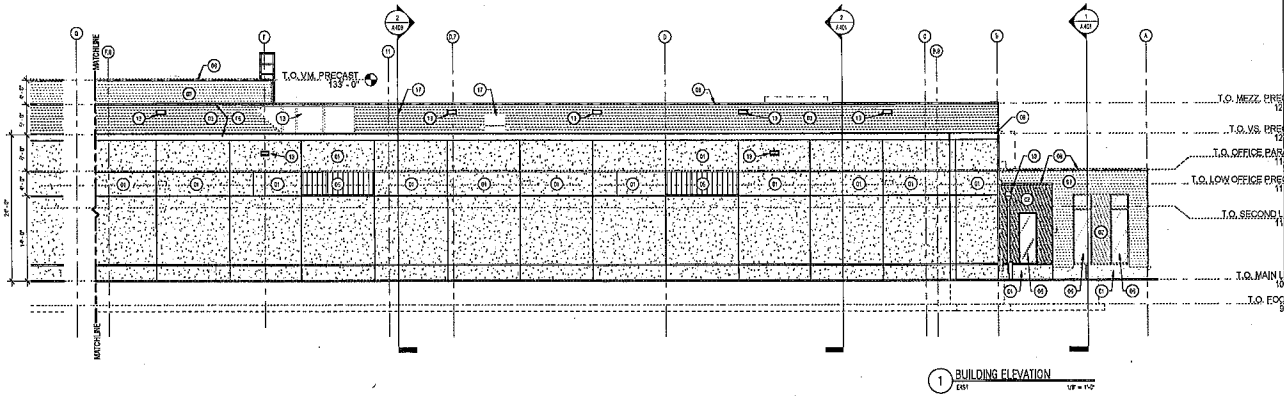
Project Number PROJECT NUMBER
Designer DATE
Author DRAWN BY
Checker CHECKED BY

SHEET NO.
A302



2 BUILDING ELEVATION
SOUTH 1/8" = 1'-0"





1 BUILDING ELEVATION
EAST 1/8" = 1'-0"

BUILDING ELEVATION KEYNOTES:

01 INSULATED ARCHITECTURAL PRECAST CONCRETE WALL PANELS - BUFF LIMESTONE INTEGRAL COLOR WITH ACID ETCHED FINISH - 3" REVEAL PATTERN. SEE WALL PANEL DETAIL FOR MORE INFO.	10 EXTERIOR MAN DOOR AND FRAME, PAINT - SEE DOOR SCHEDULE FOR MORE INFO.	19 12" TALL FINISHED ALUM. PUBLISHING SIGNAGE
02 INSULATED ARCHITECTURAL PRECAST CONCRETE WALL PANELS - RIB TEXTURE FINISH @ OFFICE AREA ONLY. SEE WALL PANEL DETAIL FOR MORE INFO.	11 EXTERIOR HM DOOR AND FRAME, PAINT - SEE DOOR SCHEDULE FOR MORE INFO.	20 PRE-FINISHED BRAKE MTL.
03 PRE-FINISHED FLUSH FACE MTL. PANEL (MP-01)	12 EXTERIOR PRE-FINISHED OH. SECTIONAL DOOR - SEE DOOR SCHEDULE FOR MORE INFO.	21 EXTERIOR PRE-FINISHED POLYCARBONATE OH. SECTIONAL DOOR - SEE DOOR SCHEDULE FOR MORE INFO.
04 PRE-FINISHED RIBBED MTL. PANEL WITH CONCEALED FASTENERS (MP-02)	13 PRE-FINISHED MTL. THRU-WALL SCUPPER AND/OR DOWNSPOUT	22 42"x60" LOUVER - SEE ELEVATION.
05 TRANSLUCENT WALL PANEL SYSTEM - SEE WINDOW SCHEDULE FOR MORE INFO.	14 CONCRETE FILLED 6" DIA. STEEL PIPE BOLLARD. PAINTED PLASTIC BOLLARD COVERS AT EXTERIOR - TYP. PAINT AT INTERIOR - TYP.	23 TP
06 PRE-FINISHED ALUM. STOREFRONT WINDOW SYSTEM (SF-01) - SEE WINDOW SCHEDULE FOR GLAZING TYPE AND SYSTEM INFO.	15 MTL. ROOF ACCESS LADDER WITH FALL ARRESTOR	24 TP
07 NOT USED	16 FIRE DEPARTMENT CONNECTION - SEE MECH.	25 TP
08 PRE-FINISHED (2) TWO PIECE MTL. PARAPET CAP	17 ROOF TOP UNIT - SEE MECH.	26 TP
09 PRE-FINISHED WOOD GRAIN MTL. PANEL (MP-03)	18 LED WALL PACK LIGHTING - SEE ELECTRICAL	27 TP

GENERAL NOTES:

FOR WINDOW AND GLAZING TYPES (—) SEE A5??

PLOTTED: 6/1/2020 9:52:24 PM PROJECT NAME: Project Name

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MSR ARCHITECTS, LTD.
CONSULTANT

NOTES
Project Status

Not for Construction

50% Construction Document Set for Pricing

PROJECT
NEW PUBLIC WORKS FACILITY
CITY OF RAMSEY
15169 Sunset Street NW
Ramsey, MN 55303

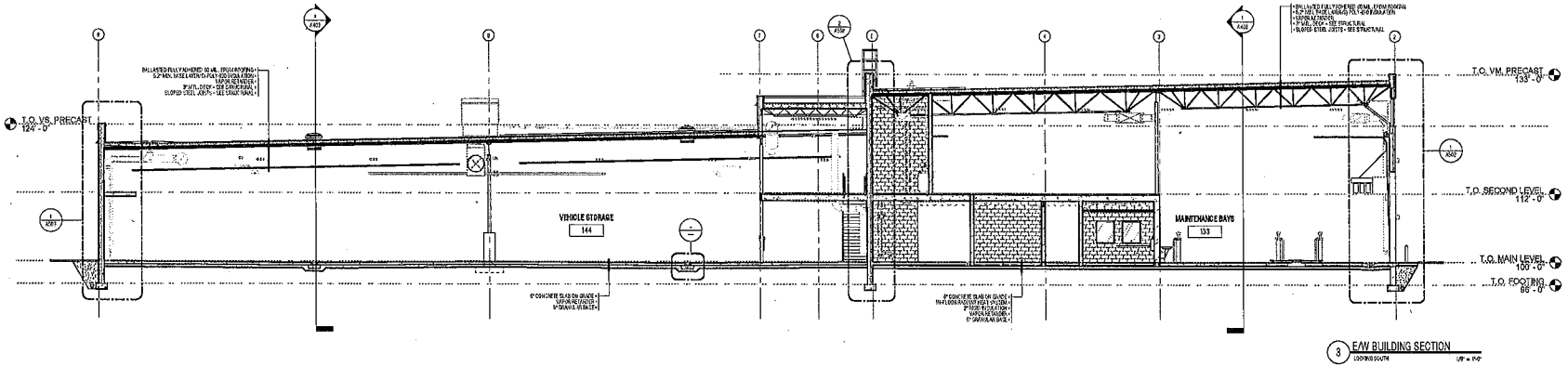
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DESIGNER ANDREW N. COOPER
LICENSE # 48405 DATE 05/11/20_
SHEET NAME
BUILDING ELEVATIONS

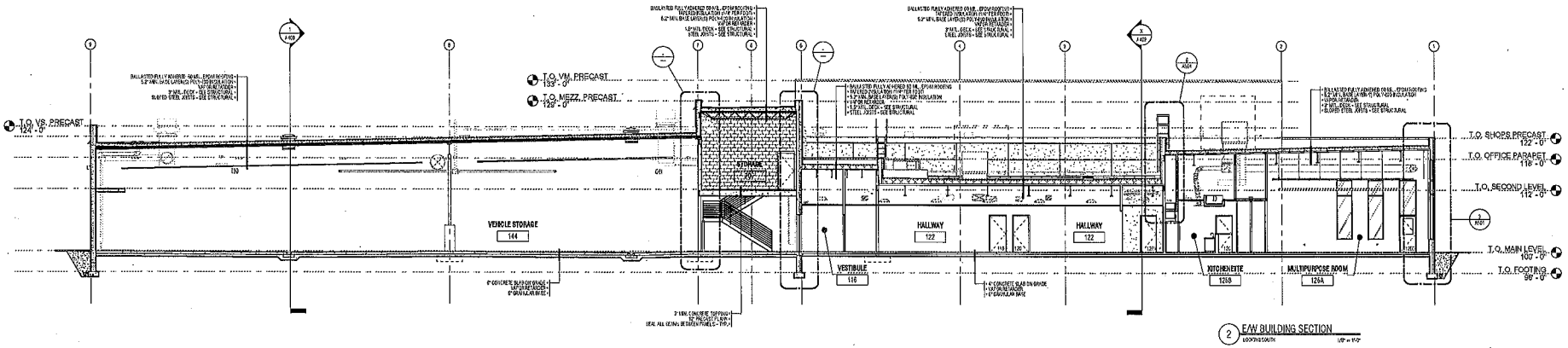
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No.	Date	Description

Project Number PROJECT NUMBER
Designer DATE
Author DRAWN BY
Checker CHECKED BY

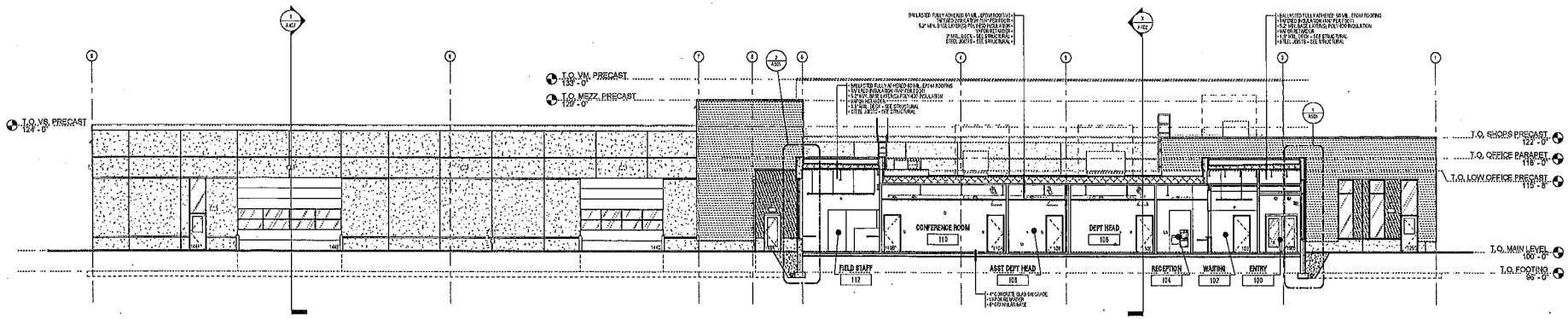
SHEET NO
A303



3 E/W BUILDING SECTION
LOOKING SOUTH 1/8" = 1'-0"



2 E/W BUILDING SECTION
LOOKING SOUTH 1/8" = 1'-0"



1 E/W BUILDING SECTION
LOOKING SOUTH 1/8" = 1'-0"

ERTEL ARCHITECTS, LTD.
CONSULTANT

NOTES
Project Status

Not for Construction

50% Construction Document Set for Pricing

PROJECTNAME
RAMSEY PUBLIC WORKS FACILITY
CITY OF RAMSEY
14955 Jason St NW
Ramsey, MN 55303

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SIGNATURE ANDREW N. COOPER
LICENSE # 46485
DATE 07/22/20

SHEET NAME:
BUILDING SECTIONS

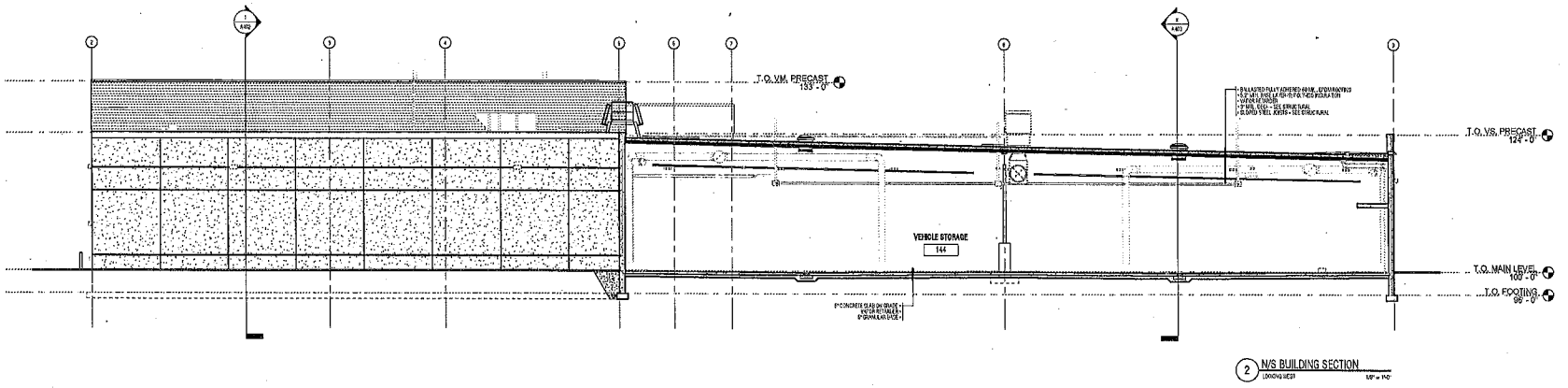
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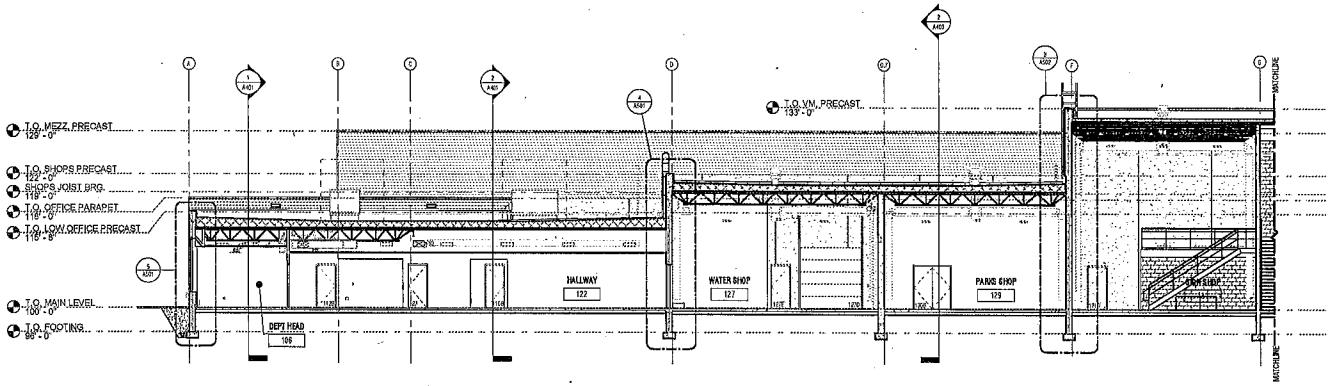
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PROJECT NUMBER
Designer
DRAWN BY
Author
CHECKED BY
Checker
CHECKED BY

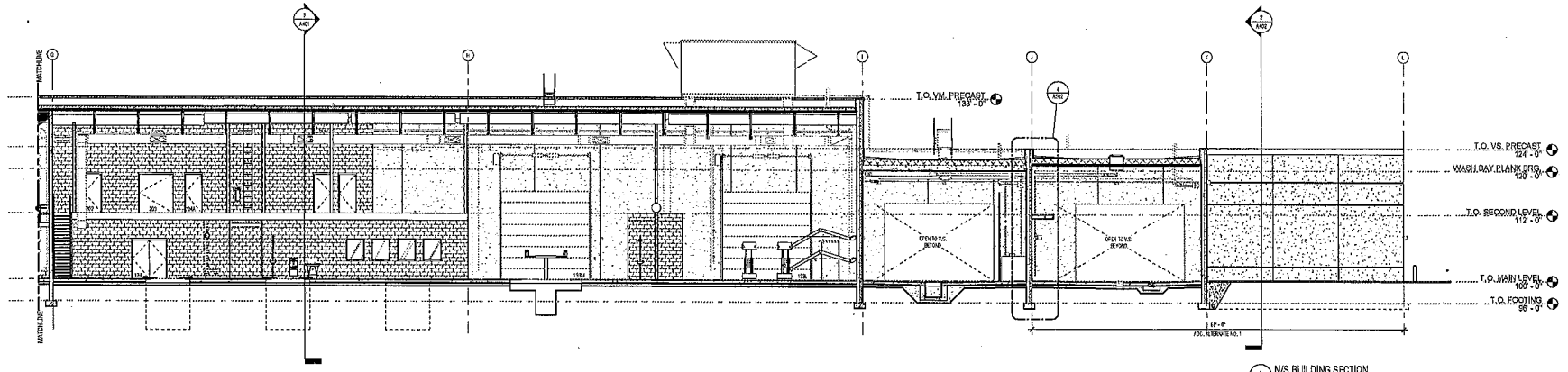
SHEET NO
A401

PLOTTED: 6/1/2020 9:52:29 PM PROJECT NAME: Project Name



2 N/S BUILDING SECTION
LOOKING WEST 1/8" = 1'-0"





1 N/S BUILDING SECTION
LOOKING EAST 1/8" = 1'-0"

GERTEL ARCHITECTS, LTD.

CONSULTANTS

NOTES:
Project Status

Not for Construction

50% Construction Document Set for Pricing

PROJECT NAME:
RAMSEY PUBLIC WORKS FACILITY
CITY OF RAMSEY
14159 Jaeger Ct NW
Ramsey, MN 55303

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SIGNATURE: ANDREW H. COOPER
LICENSE #: 46485
DATE: 05/05/20

SHEET NAME:
BUILDING SECTIONS

REVISIONS:

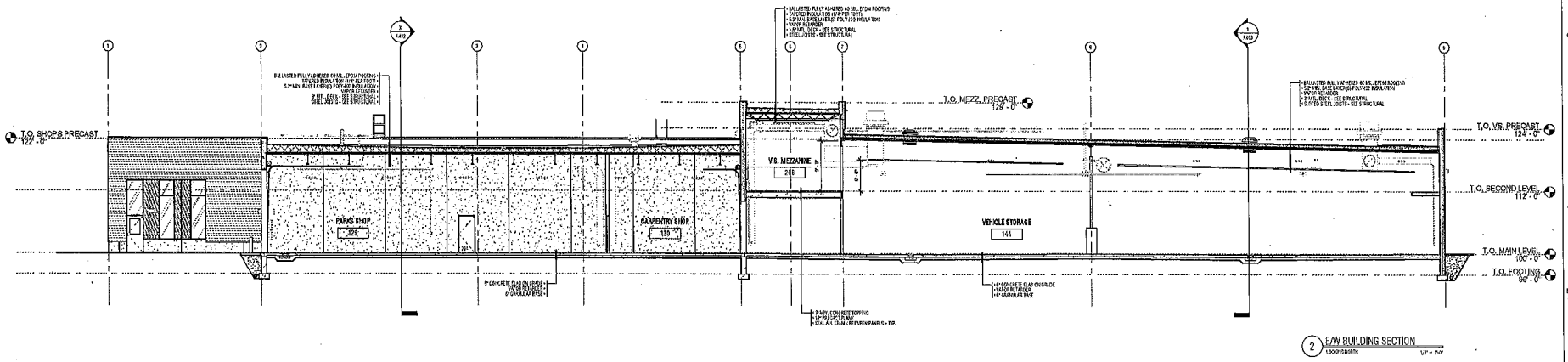
No.	Date	Description

Project Number
PROJECT NUMBER
Designer
DATE
Author
DRAWN BY
Checker
CHECKED BY

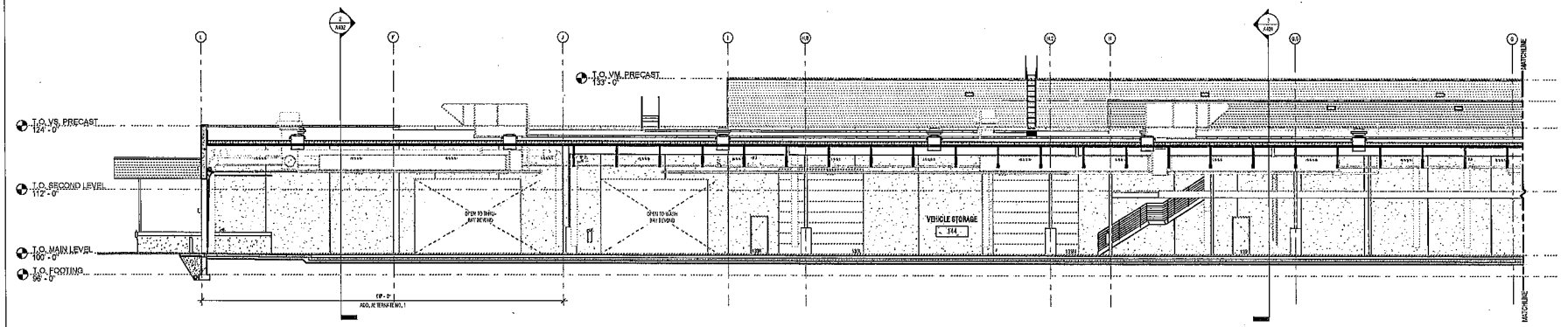
SHEET NO.
A402

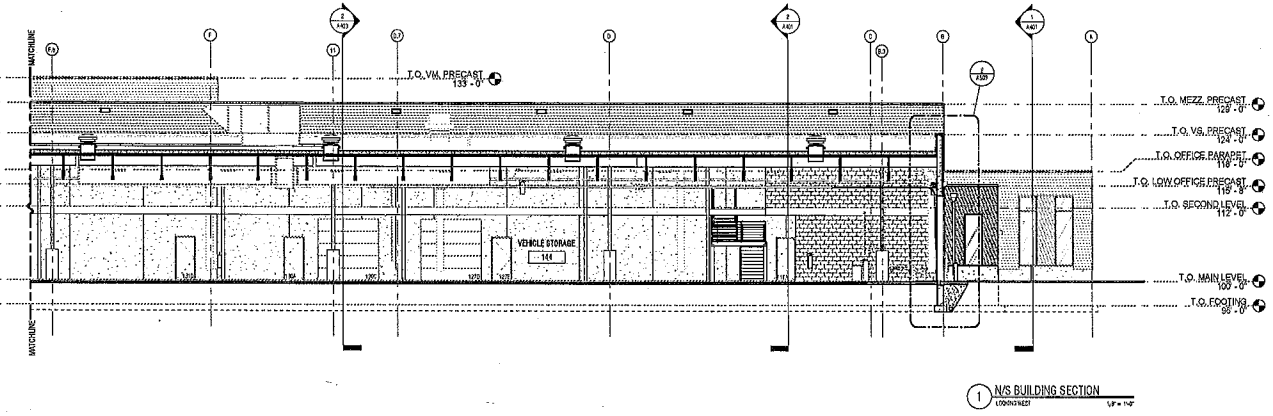
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PLOTTED: 6/1/2020 9:52:33 PM PROJECT NAME: Project Name



2 E/W BUILDING SECTION
LOOKING NORTH
1/8" = 1'-0"





1 N/S BUILDING SECTION
LOOKING WEST
1/8" = 1'-0"

OERTEL ARCHITECTS, LTD.
CONSULTANT

NOTES
Project Status

Not for Construction

50% Construction Document Set for Pricing

PROJECT NAME
RAMSEY PUBLIC WORKS FACILITY
CITY OF RAMSEY
14159 Sunset St NW
Ramsey, MN 55303

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SIGNATURE ANDREW H. COOPER
LICENSE # 46485
DATE 05/07/20

SHEET NAME:
BUILDING SECTIONS

REVISIONS

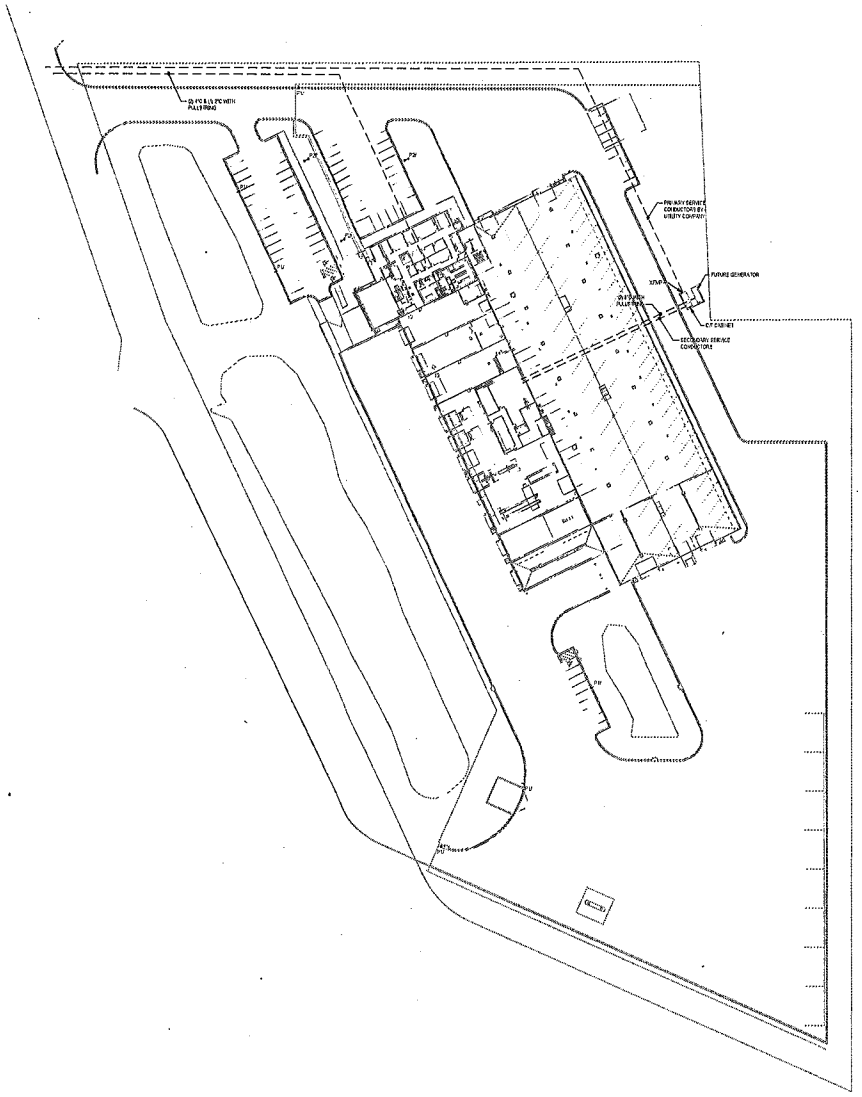
No.	Date	Description

Project Number
PROJECT NUMBER
Designer
DATE
Author
DRAWN BY
Checker
CHECKED BY

SHEET NO
A403

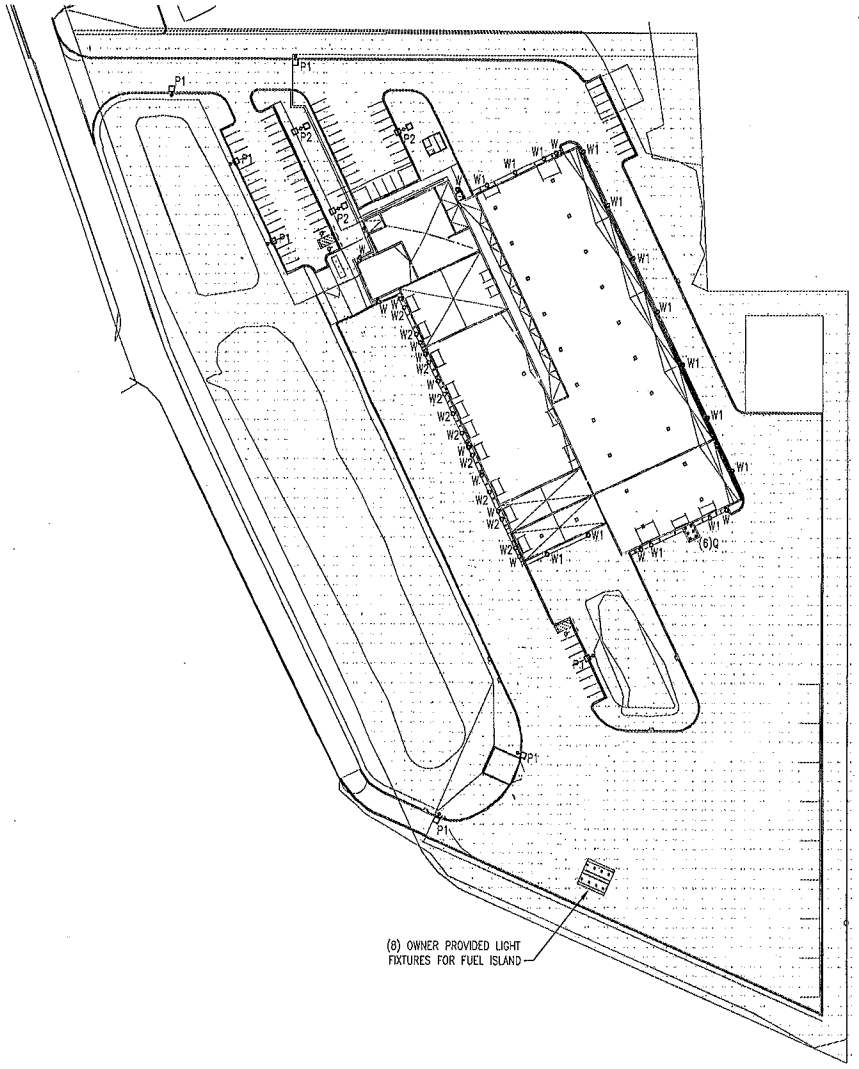
PLOTTED: 5/1/2020 9:52:38 PM PROJECT NAME: Project Name

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(2) #2 AL PC WITH PULL STRING
PRIMARY SERVICE CONDUCTORS BY UTILITY COMPANY
FUTURE GENERATOR
ATS
GENERATOR PULL BOX
ATS DISCONNECTS
SECONDARY SERVICE CONDUCTORS
Bell
Bell
Bell

Luminaire Schedule							
Tag	Symbol	Description	Qty	Label	Arrangement	Total Lamp Lumens	LLF
P1/P2	▪□ □▪□	DSX0 LED P5 40K T3M MVOLT	13	DSX0 LED P5 40K T3M MVOLT	SINGLE	N.A.	0.903
W	○	WDGE1 LED P1 40K 80CRI VF	14	WDGE1 LED P1 40K 80CRI VF	SINGLE	N.A.	0.903
W1	○	WDGE3 LED P3 70CRI R4 40K	14	WDGE3 LED P3 70CRI R4 40K	SINGLE	N.A.	0.903
W2	○	WDGE3 LED P3 70CRI RFT 40K	10	WDGE3 LED P3 70CRI RFT 40K	SINGLE	N.A.	0.903
OWNER PROVIDED	▫	SCV-LED-10L-SC-40	8	SCV-LED-10L-SC-40	SINGLE	N.A.	0.903
Q	◉	1315 FCW3360-120V-4K	6	Report#1315 FCW3360-120V-4K	SINGLE	N.A.	0.903

Calculation Summary							
Label	CalcType	Units	Avg	Max	Min	Avg/Min	Max/Min
Drive Lanes	Illuminance	Fc	2.05	17.0	0.1	20.50	170.00
Prop Line	Illuminance	Fc	0.35	49.1	0.0	N.A.	N.A.



1 ELECTRICAL SITE PLAN PHOTOMETRICS
1" = 30'-0"

776 Raymond Road
St Paul, MN 55114
ph 651.659.1776
fax 651.659.1777
www.cityworks.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.

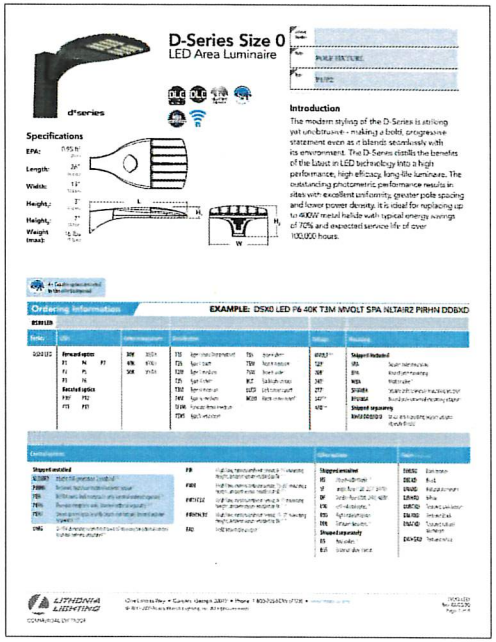
Name: ADAM C. MORE Reg. No. 48701

Date: DATE

CITY OF RAMSEY
PUBLIC WORKS
RAMSEY, MN

SHEET TITLE: ELECTRICAL SITE PLAN PHOTOMETRICS
PROJECT #: 4375.0000
DRAWN BY: JDK
DATE: 06/02/2020
CHECKED BY: CTM

SHEET # 01
SP1
OF 02



D-Series Size 0
LED Area Luminaire

d-series

Introduction

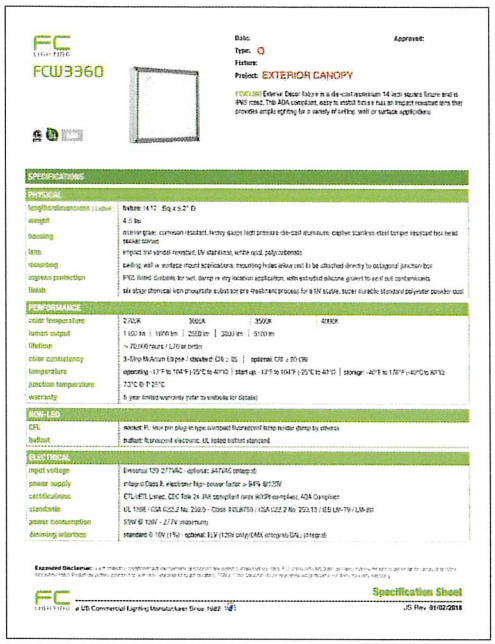
The modern styling of the D-Series is striking yet unobtrusive – making a bold, progressive statement even as it blends seamlessly with its environment. The D-Series distills the benefits of the latest in LED technology into a high performance, high efficacy, long-life luminaire. The outstanding photometric performance results in sites with excellent uniformity, greater pole spacing and lower power density. It is ideal for replacing up to 400W metal halide with typical energy savings of 70% and expected service life of over 100,000 hours.

Specifications

EPA:
Length:
Width:
Height:
Height:
Weight (max):

Ordering Information EXAMPLE: DSX0 LED P6 40K T3M MVOLT SPA NLTAIR2 PIRHN DDBXD

LITHONIA LIGHTING



FC LIGHTING

FCW3360

Date: Approved:
Type: Q
Fixture:
Project: EXTERIOR CANOPY

FCW3360 Exterior Decor fixture is a die-cast aluminum 14 inch square fixture and is IP65 rated. This ADA compliant, easy to install fixture has an impact resistant lens that provides ample lighting for a variety of ceiling, wall or surface applications.

SPECIFICATIONS

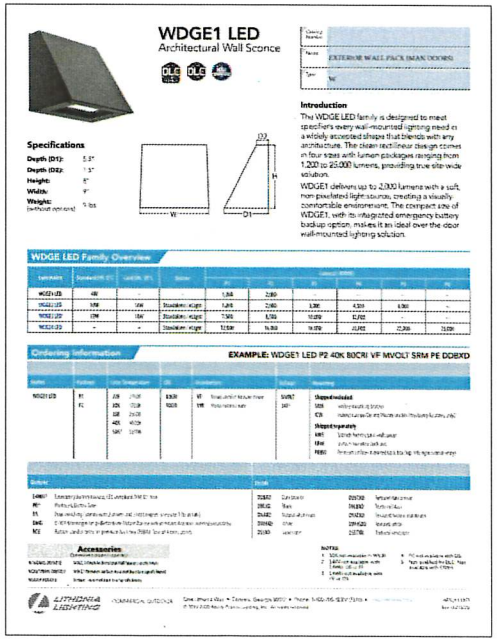
PHYSICAL	
length/diameter/width	fixture: 14.12" Sq x 5.27" D
weight	4.5 lbs
housing	stamped steel, corrosion resistant, factory gauge high pressure die-cast aluminum, captive stainless steel tamper resistant hex head socket screws
lens	impact and vandal resistant, UV stabilized, white opal, polycarbonate
mounting	ceiling, wall or surface mount applications, mounting holes allow unit to be attached directly to octagonal junction box
ingress protection	IP65 Rated Gaskets for wet, damp or dry location application, with extruded silicone gasket to seal out contaminants
finish	six stage chemical iron phosphate substrate pre-treatment process for a 5 hr salt&fog, bezel thickness standard polyester powder coat
PERFORMANCE	
color temperature	2700K | 3000K | 3500K | 4000K
lumen output	1100 lm | 1650 lm | 2550 lm | 3000 lm | 5100 lm
lifetime	~ 70,000 hours / L70 or better
color consistency	3-Step MacAdam Ellipse / standard CRI ≥ 80 | optional CRI ≥ 90 CRI
temperature	operating: -13°F to 104°F (-25°C to 40°C) | start up: -13°F to 104°F (-25°C to 40°C) | storage: -40°F to 176°F (-40°C to 80°C)
junction temperature	72°C @ Tj 25°C
warranty	5 year limited warranty (refer to website for details)
NON-LED	
CFL	socket: PL, four pin plug-in type compact fluorescent lamp holder clamp by others
ballast	ballast: fluorescent electronic, UL listed ballast standard
ELECTRICAL	
input voltage	Universal 120-277VAC - optional: 347VAC integral
power supply	integral Class II, electronic high power factor ≥ 94% @120V
certifications	ETL/cETL Listed, CEC Title 24 JA8 compliant (only 80CRI complies), ADA Compliant
standards	UL 1598 / CSA C22.2 No. 250.0 - Class 3 (UL8750) / CSA C22.2 No. 250.13 / IES LM-79 / LM-80
power consumption	55W @ 120V - 277V maximum
dimming interface	standard: 0-10V (1%) - optional: ELV (120V only/DMX integral/DALI integral)

Exposed Decay Disclaimer:

Specification Sheet

FC LIGHTING a US Commercial Lighting Manufacturer Since 1922

JS Rev. 01/02/2018



WDGE1 LED
Architectural Wall Sconce

Introduction

The WDGE LED family is designed to meet specifier's every wall-mounted lighting need in a widely accepted shape that blends with any architecture. The clean rectilinear design comes in four sizes with lumen packages ranging from 1,200 to 25,000 lumens, providing true site-wide solution.

WDGE1 delivers up to 2,000 lumens with a soft, non-pixelated light source, creating a visually comfortable environment. The compact size of WDGE1, with its integrated emergency battery backup option, makes it an ideal over the door wall-mounted lighting solution.

Specifications

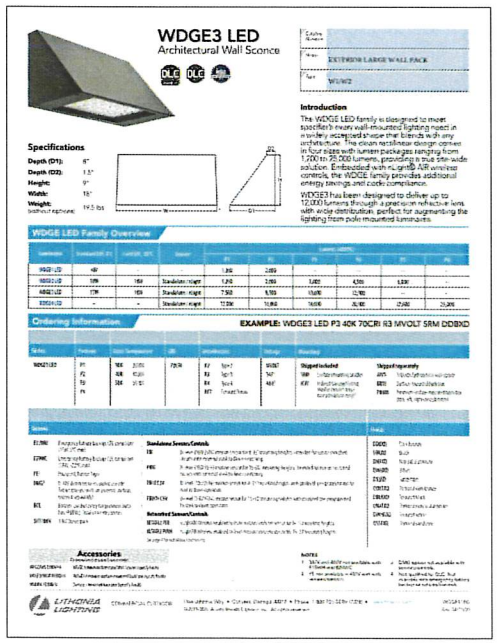
Depth (D1): 5.3"
Depth (D2): 3.5"
Height: 6"
Width: 4"
Weight (without options): 5 lbs

WDGE LED Family Overview

Ordering Information EXAMPLE: WDGE1 LED P2 40K 80CRI VF MVOLT SRM PE DDBXD

Accessories

LITHONIA LIGHTING



WDGE3 LED
Architectural Wall Sconce

Introduction

The WDGE LED family is designed to meet specifier's every wall-mounted lighting need in a widely accepted shape that blends with any architecture. The clean rectilinear design comes in four sizes with lumen packages ranging from 1,200 to 25,000 lumens, providing a true site-wide solution. Embedded with IoT ready A2R wireless controls, the WDGE family provides additional energy savings and code compliance.

WDGE3 has been designed to deliver up to 12,000 lumens through a precision reflector lens with wide distribution, perfect for augmenting the lighting from pole mounted luminaires.

Specifications

Depth (D1): 8"
Depth (D2): 3.5"
Height: 9"
Width: 7.5"
Weight (without options): 14.5 lbs

WDGE LED Family Overview

Ordering Information EXAMPLE: WDGE3 LED P3 40K 70CRI R3 MVOLT SRM DDBXD

Accessories

LITHONIA LIGHTING

CITY OF RAMSEY
PUBLIC WORKS
RAMSEY, MN

SHEET TITLE
ELECTRICAL SITE PLAN
LIGHTING CUT SHEETS

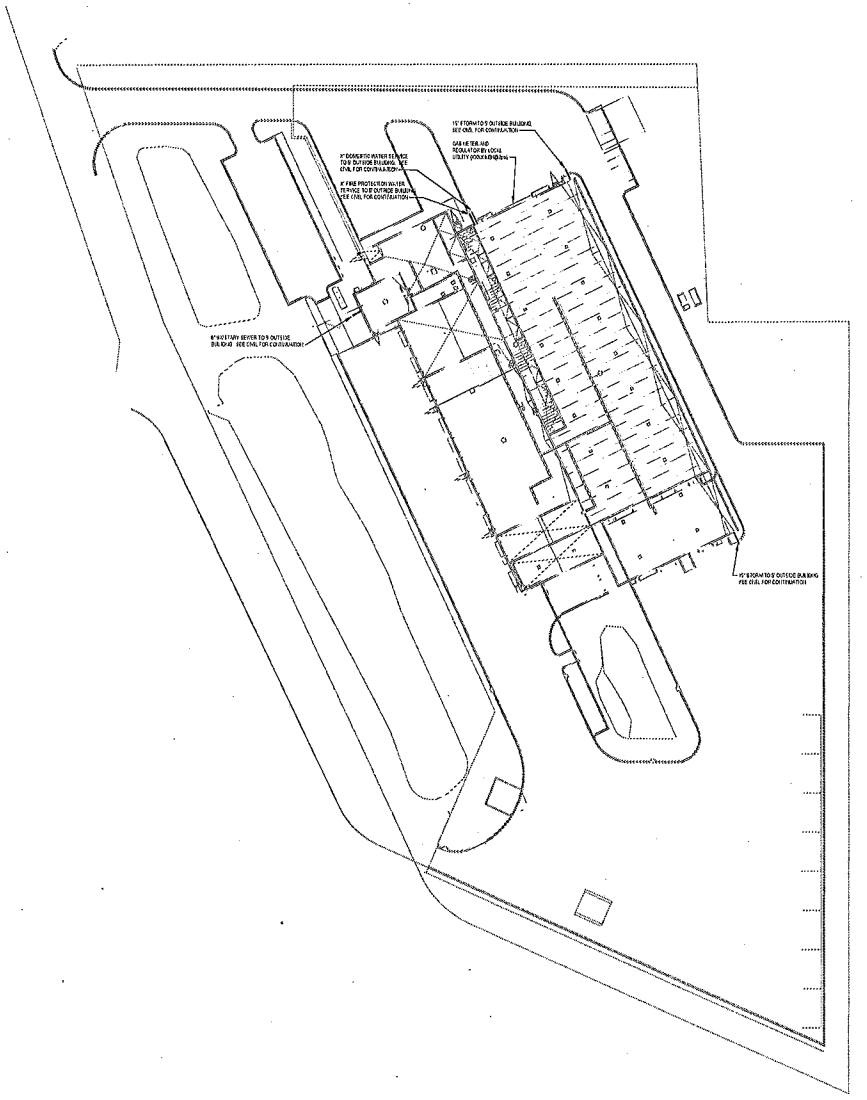
PROJECT NO. 43756.0000
DATE 06/03/2020
DRAWN BY CFM
CHK'D

SHEET # 02
SP2
OF 02

emmonsolsonpoddas

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.

Name: _____ Reg. No. _____
Date: _____



1 MECHANICAL SITE PLAN
SCALE: 1"=10'-0"

CLIENT:
Owner

ARTEL ARCHITECTS, LTD.

CONSULTANT:
emanuelson-podas
consulting engineers

NOTE:
Project Status

Not for Construction

80% Construction Documents Set for Pricing

PROJECT NAME:
RAMSEY PUBLIC WORKS FACILITY
Owner:
14999 Jaguar St NW
Ramsey, MN 55303

I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

SIGNATURE

LICENSE # DATE

SHEET NAME:
MECHANICAL SITE PLAN

REVISIONS:

No.	Date	Description

Project Number / PROJECT NUMBER
Designer / DATE
Author / DRAWN BY
Checker / CHECKED BY

SHEET NO:
M001

PLOTTED: 6/1/2020 12:55:55 PM PROJECT NAME: RAMSEY PUBLIC WORKS FACILITY

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S.E. BUILDING PERSPECTIVE



N.E. BUILDING PERSPECTIVE

PERSPECTIVE VIEW | MAIN ENTRY/MULTI-PURPOSE



City of RAMSEY

OERTEL ARCHITECTS

PERSPECTIVE VIEW | EMPLOYEE ENTRY



City of RAMSEY

OERTEL ARCHITECTS

PERSPECTIVE VIEW | FROM JASPAR ST.



City of RAMSEY

OERTEL ARCHITECTS

PERSPECTIVE VIEW | EMPLOYEE PATIO



City of RAMSEY

OERTEL ARCHITECTS

PERSPECTIVE VIEW | VEHICLE MAINTENANCE/SHOPS



City of RAMSEY

OERTEL ARCHITECTS

PERSPECTIVE VIEW | VEHICLE STORAGE EXPANSION



City of RAMSEY

OERTEL ARCHITECTS

Councilmember _____introduced the following resolution and moved for its adoption:

RESOLUTION #20-148

RESOLUTION AUTHORIZING ADVERTISEMENTS FOR BIDS FOR IMPROVEMENT PROJECT #20-07 CITY OF RAMSEY PUBLIC WORKS CAMPUS

WHEREAS, The City of Ramsey has long planned for a new public works facility and added it to the Capital Improvement Plan (CIP) in 2006, and

WHEREAS, on September 10, 2020, the city council approved hiring RJM Construction to act on the city's behalf to provide pre-construction and construction management services for the new City of Ramsey Public Works facility, and

WHEREAS, on February11, 2020 the city council authorized staff to enter into a contract for architectural and engineering services with Oertel Architects, for a new City of Ramsey Public Works Facility

WHEREAS, RJM Construction has completed budget estimates for Bid Pack #1, which includes the structural, civil and precast components of the new City of Ramsey Public Works Facility.

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 authorizes the advertisement of bids for Bid Pack #1 for the new City of Ramsey Public Works Facility

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:

Mayor LeTourneau
Councilmember Heinrich
Councilmember Kuzma
Councilmember Riley
Councilmember Musgrove
Councilmember Specht
Councilmember Menth

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 14th day of July, 2020.

_____
Mayor

ATTEST:

_____
City Clerk

CC Regular Session **6. 1.**

Meeting Date: 07/14/2020

By: Diana Lund, Finance

Information

Title:

PUBLIC HEARING: Introduce Proposed Ordinance #20-11 Implementing a Gas Franchise Fee on Centerpoint Energy for Providing Gas Service Within the City of Ramsey, Introduce Proposed Ordinance #20-12 Implementing an Electric Franchise Fee on Connexus Energy for Providing Electric Service Within the City of Ramsey and Introduce Proposed Ordinance #20-13 Implementing an Electric Franchise Fee on the City of Anoka Electric for Providing Electric Service Within the City of Ramsey.

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 were published in the Anoka Union on June 26 and July 3. L 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 3, 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 1_{st} monthly franchise fee billing received by Ramsey residents.

Alternatives:
Alternative #1: Alternative #1: Motion 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 introducing the respective ordinances related to implementing a franchise fee on said utilities.

Action:
Motion to Introduce Proposed Ordinance #20-11 Implementing a Gas Franchise Fee on Centerpoint Energy for Providing Gas Service Within the City of Ramsey, Introduce Proposed Ordinance #20-12 Implementing an Electric Franchise Fee on Connexus Energy for Providing Electric Service Within the City of Ramsey and Introduce Proposed Ordinance #20-13 Implementing an Electric Franchise Fee on the City of Anoka Electric for Providing Electric Service Within the City of Ramsey.

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
FF Revenue Needed
FF Revenue Generated
Road Funding FAQ's
Website Survey
UofMRoadFundingStudy

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	07/09/2020 03:39 PM
Form Started By: Diana Lund		Started On: 07/07/2020 07:31 AM
Final Approval Date: 07/09/2020		

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: <u>ELECTRIC FRANCHISE FEE</u>

(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:
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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

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.

Online Form Submittal: Road Funding Options Public Comment Form Summary

	Date Submitted	Time Submitted	100% Tax Levy		Mix of Tax Levy and Assessments		Franchise Fee		Other	
			No/Yes	Comments	No/Yes	Comments	No/Yes	Comments	No/Yes	Comments
1	6-Jun-19	1:13 PM	No	Field not completed.	No	Field not completed.	Yes	Roads are used by everyone and should be a priority above other projects of the government. I am against the assessment method where individuals on a particular street must pay part of the total bill. Perhaps those individuals live on a more busy road. It is unfair.	No	Field not completed.
2	14-Sep-19	8:47 AM	Yes	Make use of funding available wisely. I have personally seen wasteful actions on road maintenance. Example: our development had two areas that quickly deteriorated due to lack of proper drainage which the developer did not install either because it was not required by the city or because it was not properly inspected. In addition to this issue, the city wanted to seal coat all roads in our development without correcting the existing drainage issue. I was informed by the city that they would deal with the drainage issue at a later date. Common sense would be to correct the problem instead of temporarily masking it. We did get the city to install drains and proper curbing prior to seal coating. This should never had been an issue to begin with. Responsible people spend money wisely to meet their needs, unfortunately we don't have it handed to us and not forcing people to fund our careless spending habits.	No	Field not completed.	No	Field not completed.	No	Field not completed.
3	24-Nov-19	11:05 AM	No	Field not completed.	Yes	Field not completed.	No	Field not completed.	No	Field not completed.
4	26-Nov-19	12:39 PM	No	I don't want the taxes to go up overall, it feels limiting to where people want to live.	Yes	Yes this gives people more personalized fees based on their lifestyle choices. Big Fan.	No	This would cause fees for utilities to go up, and for people struggling with money, that sounds like not a great idea	No	NA
5	1-Dec-19	2:45 PM	No	Field not completed.	Yes	Field not completed.	Yes	Field not completed.	No	Field not completed.
6	4-Dec-19	1:04 PM	No	Field not completed.	Yes	Field not completed.	No	Field not completed.	Yes	No franchise fee and no assessment ideally it would be budgeted for.
7	4-Dec-19	1:08 PM	Yes	This is the most fair way to do it. Every one is taxed based upon home value. So the poor aren't unfairly harmed.	No	Field not completed.	No	This harms the poor and most vulnerable in the community while giving the rich huge tax breaks.	No	Field not completed.
8	4-Dec-19	3:17 PM	No	Field not completed.	Yes	Field not completed.	No	Field not completed.	No	Field not completed.
9	4-Dec-19	7:30 PM	Yes	Field not completed.	No	Field not completed.	Yes	Field not completed.	No	Field not completed.
10	4-Dec-19	10:05 PM	No	Field not completed.	Yes	Field not completed.	No	Field not completed.	No	Field not completed.
11	26-Jan-20	10:47 AM	No	Field not completed.	No	Field not completed.	No	Field not completed.	Yes	have the Businesses pay for the Bulk due do the High Truck Traffic. Plus Anoka County gets Plenty of TAX REVENUE FROM ITS RESIDENCES.
12	27-Jan-20	10:42 AM	No	Field not completed.	Yes	I believe we should only pay for services received, such as a fully paved street.	No	Field not completed.	No	Field not completed.
13	17-Feb-20	8:20 PM	No	Field not completed.	No	Field not completed.	No	Field not completed.	Yes	Maybe by selling the huge city hall we have that we don't even use all of it.
14	25-Feb-20	7:10 PM	Yes	Field not completed.	No	Field not completed.	No	Field not completed.	No	Use our taxes for basics ..Roads being a core function of what the city should maintain.
15	25-Feb-20	10:46 PM	No	Field not completed.	Yes	Keeping the road funding mechanism as it is currently, the City of Ramsey might be forced to actually reduce spending on non-essential projects and refocus spending on critical infrastructure needs such as roads and water quality. A little fiscal discipline and focus on the constitutional use of taxpayer money would be a great step in the right direction for our city.	No	MN property owners are currently protected from drastic property tax increases by general levy limits and the proposed franchise fees are a way for government officials to bypass that taxpayer protection and dramatically increase the effective taxes on city residents with impunity.	No	Field not completed.
16	26-Feb-20	10:10 PM	Yes	14131 JUNKITE ST NW	No	Field not completed.	No	Field not completed.	No	Field not completed.
17	27-Feb-20	10:22 PM	No	Field not completed.	Yes	Field not completed.	No	Field not completed.	No	Field not completed.
18	4-Mar-20	6:38 PM	Yes	Field not completed.	No	Field not completed.	No	Field not completed.	Yes	Roads & police & fire should be first priorities. Cut back on other funding
19	10-Jun-20	3:50 PM	No	Field not completed.	No	Field not completed.	Yes	Field not completed.	No	Field not completed.

20	30-Jun-20	3:51 PM	No	Field not completed.	No	Field not completed.	Yes	Everyone uses the transportation roads provide. Even the bike riders use these roads for recreation and transportation. Property taxes unfairly makes people who live in better homes pay more than others. The assumption is that people who live there can pay more. Of course, that is absurd. Some people take care and improve their property and some do not. With the franchise fee everyone in this community would share in the cost no matter you live. This to me is the only fair way to cover these costs. Paying a monthly fee on our utility bills would be the easiest way to go. I think if it goes to property taxes then we would have to adjust for where we live, what type of roads a person has and are there utilities involved etc.So I think we should do this as simple for everyone and do the franchise fee. As much as I hate them this is the best alternative for everyone. Thank You Mike Schelkoph	No	Field not completed.
21	30-Jun-20	4:30 PM	No	Where the hell are my outrageous tax dollars going? The roads are absolutely embarrassing. I have to snake all over my neighborhood so I don't ruin the suspension on my car!	No	The roads are better in Mogadishu! Some years they don't even sweep my street until August.	No	Did you just give up on filling potholes? Using the stupid truck that has a tube in the front that spews asphalt and rocks is no way to repair roads!	Yes	I have never seen such absolutely incompetent city managers in my life. You do not give a crap about my property values! Cut staff, Cut salaries, Sell off worthless parks, Get your priority's straight!
22	1-Jul-20	7:39 PM	No	Field not completed.	No	Field not completed.	Yes	Field not completed.	No	Field not completed.
23	7-Jul-20	10:50 AM	No	Field not completed.	Yes	Field not completed.	No	Field not completed.	No	Field not completed.
24	8-Jul-20	9:45 PM	No	Taxes are too high already.	No	We cant afford higher taxes or an assessment.	Yes	We can afford this method.	No	Field not completed.

Road Funding Mechanisms for Small Suburban Cities in the Twin Cities Metro Area



Prepared by
David Ambuel, Sean Crawford,
Steven Kutz, Molly Sir

Students in PA 5041: Qualitative Methods
Instructor: Dr. Greta Friedemann-Sánchez,
Humphrey School of Public Affairs

Prepared in Collaboration with
Kurt Ulrich, City Administrator
City of Ramsey

City of RAMSEY

Resilient Communities Project
University of Minnesota
Building community-university partnerships for sustainability

The project on which this report is based was completed in collaboration with City of Ramsey as part of the 2019–2020 Resilient Communities Project (RCP) partnership. RCP is a program at the University of Minnesota's Center for Urban and Regional Affairs (CURA) that connects University faculty and students with Minnesota communities to address strategic projects that advance local resilience and sustainability.

The contents of this report represent the views of the authors, and do not necessarily reflect those of RCP, CURA, the Regents of the University of Minnesota, or City of St. Ramsey.

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Resilient Communities Project
University of Minnesota
330 HHHSPA
301—19th Avenue South
Minneapolis, Minnesota 55455
Phone: (612) 625-7501
E-mail: rcp@umn.edu
Web site: http://www.rcp.umn.edu

Resilient Communities Project
University of Minnesota
Building Community-University Partnerships for Resilience

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Road Funding Mechanisms for Small Suburban Cities in the Twin Cities Metro Area

Humphrey School of Public Affairs
Resilient Communities Project
The City of Ramsey

By: David Ambuel, Sean Crawford, Steven Kutz, and Molly Sir

ABSTRACT

The City of Ramsey is currently wearing down their roads faster than they are able to fund their maintenance and construction. The current funding structure involves special assessments of the roughly 178 miles of road in the City of Ramsey, 142 miles of road are outside of the Municipal State-Aid Street system (MSAS) designation, and therefore are ineligible for certain state aid funds and rely solely on city funding for their upkeep.

In light of this, the City of Ramsey is investigating ways to sustainably fund road reconstruction and maintenance projects and has partnered with the University of Minnesota's Resilient Communities Project to advance this investigation. This report examines how other comparable cities are funding their road maintenance programs and presents recommendations, comparisons, for the City of Ramsey to apply in their own road funding context.

ACKNOWLEDGEMENTS

We would like to thank the City of Ramsey as well as the Resilient Communities Project for the opportunity to work on such an exciting and relevant project. Thank you for providing us with ample feedback and information throughout the project and for your openness and willingness to answer all of our questions. Additionally we would like to thank Professor Greta Friedemann-Sanchez and Sarah Carroll for the feedback and advice on our research project throughout the semester, which has helped us to revise and improve our final product to make it the most valuable it can be. Finally, we would like to thank the city staff that agreed to have a discussion about road funding during a chaotic and uncertain time and when other matters could have easily taken priority. Thank you for your time. This report would not exist without your participation.

INTRODUCTION

State of Road Financing in Minnesota

State and local governments fund almost all of the costs associated with their road construction and maintenance projects, totaling $128 billion in 2016, 73% at all levels of government (Urban Institute, 2011). According to the Minnesota State Highway Investment Plan (MnSHIP), there are concerns over the next 20 years on funding shortfalls for road infrastructure within the state (American Society of Civil Engineers, 2018). MnSHIP estimates that these compounding factors will cause a $17.7 billion gap in underfunded roads throughout the state without new public investment (American Society of Civil Engineers, 2018).

There are many benefits to establishing a proactive approach to road maintenance and reconstruction. Estimates suggest that for every $1 spent on road maintenance, $7 can be saved on repairs increasing the cost effectiveness of tax-payer dollars (League of Minnesota Cities, 2020). This is in part due to preventative maintenance routines reducing the need for expense repairs and reconstruction projects, prolonging street lifespans by 25-30 years. A proactive approach to road maintenance also has the potential to reduce user costs such as wear and tear on vehicles and traffic congestion delays (City of Ramsey, 2013b).

To help local governments cover the high costs of maintaining roads, Minnesota uses the *Municipal State-Aid Street* (MSAS) system to distribute transportation-related taxes to cities with populations of at least 5,000 (Minnesota House Research). Eligible cities may receive funding for up to 20 percent of their streets that have higher traffic volume, connect major points of interest, and provide an integrated and coordinated highway and street system (Minnesota Department of Transportation, 2020). On average, eligible cities receive $1.3 million ($48.6 per capita) from this fund annually (Minnesota Department of Transportation, 2020).

Municipalities are on the hook for the remaining cost - nearly 84% - of street maintenance and reconstruction in Minnesota which they largely pay through property taxes and special assessments. While widely used, these two funding tools are not without their downsides. First, special assessments can be a burden on property owners and can be hard to implement and administer in some cities. And second, property taxes are not always reliable. When revenues are low and budgets need to be stretched, funding roads may not always make the priority list when considering other services that cities need to pay for through their general fund (ex: education, public health, public safety, and public works) (League of Minnesota Cities, 2020).

General Mechanisms to Fund Municipal Roads

There are two types of funds that cities can use to pay for general street improvements: *general revenue*s and *special revenues*. *Special revenues* are funds that have been earmarked for a specific program or service, while *general revenues* can be used for unspecified purposes. Typically, cities fund their street maintenance and construction through their general revenues fund (Zhao, 2010).

For most cities, *property taxes* make up the most significant portion of their general fund; however, there are other sources such as *special assessments*, *franchise fees, local option sales tax,* and *capital improvement bonds* (Table 1). *Property taxes* and *special assessments* are the largest and most common revenue sources in Minnesota (Zhao, 2010; League of Minnesota Cities, 2020).

While *property taxes* are generated based on each property's assessed value, *special assessments* are a method for having the property owners who more directly benefit from the development pay for a larger portion of the construction. This process is generally familiar to property owners. However, there are high costs associated with the administration of *special assessments*, such as initial design engineering and the ability of public petition to stop progress and create sunk costs (Zhao, 2010). *Franchise fees*, which charge utility companies for use of roads have become increasingly popular in Minnesota cities, with approval in 43 municipalities as of September 2013 (City of Ramsey, 2013). *Local option sales tax* is an increasingly popular funding mechanism; however, this may not be feasible for cities without the ability to generate enough revenue (Zhao, 2010). *Capital improvement bonds* are a form of debt where the city can borrow money by selling bonds, which is then repaid with interest to the lender (Zhao, 2010).

State of Road Financing in the City of Ramsey

The City of Ramsey, situated in Minnesota's Twin Cities' seven-county metro is currently wearing down its roads faster than it is able to fund its maintenance and construction[1] (City of Ramsey, 2013b and Ulrich, 2020). Of the roughly 178 miles of road in the City of Ramsey, 142 miles of road are outside of the MSAS designation, and therefore are ineligible for certain state aid funds and rely solely on city funding for their upkeep (City of Ramsey & WSB, 2019). The city estimates costs of $3.06 million per year, assuming the roads will last a total of 40 years, and assuming that sealcoats and overlays were routinely conducted over the road's lifespan[2] (Riemer, 2013).

The city's existing funding structure for road maintenance and reconstruction activities assesses property owners for up to 25% of the cost of the roads, while the remaining 75% is funded by the general tax levy in the form of property taxes and debt service payments to general obligation bonds or annual state aid payments[3] (Resilient Communities Project & City of Ramsey, 2020 and City of Ramsey, 2013b). The city's assessment rates for benefiting properties range from $1,400 to $6,636 for residential properties and $6,500 to $33,364 for commercial or industrial properties which are then added to the property tax over a ten-year period (City of Ramsey & WSB, 2019a). Once properties are assessed and sent the assessment bill, owners are able to appeal to the city and contest whether the benefit to their property exceeds the cost of the project (League of Minnesota Cities, 2019 and Ulrich, 2020). The nature of state law governing special assessments and protecting property owners, means that cities can face costly legal processes when residents appeal assessments as well as delays in construction (Ulrich, 2020 and City of Ramsey, 2013b).

Given a number of factors, such as the City's experiences with administering special assessments, the desire to keep the burden on individual property owners low, the increasing annual debt service amount, and the current inadequacy of funding to cover long-term estimated costs, the City has also investigated alternative funding pathways to supplement road related revenue. Specifically, Ramsey has considered implementing a franchise fee, however it was voted down by the City Council in August 2019 (Cummiskey, 2019). To further research road funding mechanisms, the City of Ramsey partnered with the Resilient Communities Project and the Humphrey School of

[1] See Table 2 for explanation of road maintenance and construction

[2] See Table 2 for description of road maintenance types.

[3] See Table 1 for description of funding methods.

Public Affairs to survey road funding mechanisms in cities comparable to Ramsey, focusing on ways cities sustainably fund roads into the future[4].

STUDY OBJECTIVES

While the literature offers extensive review of the types of funding methods available to cities, further research needs to be done on the mechanisms that are currently being adopted by suburban cities in the seven-county metro of the Twin Cities. Further research also needs to be done that compares the funding mechanisms between suburban cities and identifies themes to explain those differences. Our study focuses on two questions:

1.) How are comparable cities funding their roads?
2.) What road funding options would make the most sense for the City of Ramsey?

Given the urgency and novelty of this research, our report aims to provide the city with examples of how comparable cities fund road maintenance and reconstruction projects as well as provide them recommendations for which funding strategies may be best suited in the context of Ramsey.

Objective 1: Survey and interview city managers and engineers to document the range and nature (e.g. franchise fees, property taxes, general revenue, special revenues, political feasibility, and community engagement efforts) of sustainable road funding mechanisms in suburban cities in the Twin-Cities Metro Region.

Objective 2: Understand why cities fund the way they do to better assess how various options may fit into the context of Ramsey.

METHODOLOGY

Data Sources

This research comes from a collection of data sources: government memos and reports provided to us by the City of Ramsey detailing their planning efforts in regards to local road maintenance and reconstruction from 2013 and 2019; budget reports obtained from the Minnesota State Auditor's office summarizing city road maintenance and reconstruction budgets; informal interviews with experts in local road funding practices in Minnesota from the Humphrey School of Public Affairs and the League of Minnesota Cities; informal interviews and conversations with the City Administrator of the City of Ramsey; and, semi-structured interviews with City Administrators, Managers, or Engineers from eight comparable cities in Minnesota. From the documents, we gained an understanding of the current trends in local road funding. The documents also gave us important data to consider each cities' local road expenditures. While the documents gave us some road funding information, the interviews filled in the gaps for funding sources not

[4] For a funding stream to be sustainable it means that it will responsibly and adequately cover the costs associated with the upcoming years of maintenance and road construction projects (Table 2).

included in documents and provided additional insight for why certain funding mechanisms were employed in each city.

Procedure for Constructing the Sample of Cities

A purposeful sampling procedure was used to select the comparable cities for the interviews with City Administrators, Managers, or Engineers. Comparable cities were identified using a set of inclusion and exclusion criteria that were developed, in part, with the input of the City of Ramsey. These criteria include population size between 15,000 and 100,000, location in the seven-county metro region, and per capita spending on roads between $50-$150. Each of the criteria used to bound the sample in this study were purposefully chosen. The study used population size because a similar amount of traffic will produce a similar amount of wear and tear on the roads. The study limited the sample to cities within the seven-county metro region because cities within this region will have comparable weather patterns and traffic conditions, both of which also impact the rate at which roads sustain wear and tear. Finally, the study used per capita spending on roads to restrict the sample to cities that closely resemble the City of Ramsey's current road funding levels.

The sample for our first wave of recruitment consisted of two cities from each of the seven counties in the metro region with the exception of Carver[5]. The study initially used the criteria of two cities per county because the research aims to provide a balanced look at cities across the metro, and to control for any differences in road fiscal policy between counties. Due to a low response rate from our first wave, we broadened our sample to a second wave of cities, dispersed throughout each of the counties with comparable cities. The cities were identified using State Auditor data from 2017 (the latest year available) to confirm population size, location in the seven-county metro region, and road spending per capita.[6]

Experimental Design

The study followed the conceptual framework found in Appendix A and took place over the course of roughly three months from February through April 2020. We began by conducting background research and a literature review at the Humphrey School of Public Affairs. The research team next conducted an informal background interview with our client, the City Administrator of the City of Ramsey, to better understand the unique social, economic, and political context in Ramsey. We then arranged an informal informational interview with a local transportation expert to gain a better background and understanding of the different road funding techniques and options available to local governments in Minnesota. From these interviews and conversations, we developed the sample's inclusion and exclusion criteria, the interview protocol seen in Appendix B, and the potential criteria cities use to assess different local road funding techniques (equity, efficiency, adequacy, and feasibility).

We gathered information from the Administrators, Managers, or Engineers from a total of eight comparable cities. Cities were recruited to participate in the research with the help of the City Administrator in Ramsey. The research team developed scripts that the Ramsey City Administrator used to make an introduction to the first wave of interviewees. Of the thirteen cities contacted in

[5] Only one city from Carver County fit within the bounds of our other inclusion and exclusion criteria so only one city was included.

[6] Minnesota Office of the State Auditor's comparison tool https://www.auditor.state.mn.us/default.aspx?page=ComparisonTools

the first wave, we successfully completed interviews with two of them. These interviews took place on the phone and Google Hangouts and were semi-structured. Given the low response rate, we developed a list of wave 2 cities, bringing the total number of attempted cities to thirty. The City Administrator from the City of Ramsey sent an updated recruitment letter, designed to reflect the chaos of the COVID-19 demands. After the recruitment letter was sent, our research team followed up with the option to schedule a phone or video conference with us or complete a slightly paired down survey on Google Forms (Appendix C). This second wave of recruitment yielded one video interview over Zoom and three survey responses. In addition to the introductory email from the City of Ramsey's Administrator, this second wave of recruitment included cold calls to four cities, which yielded an additional video interview on Zoom. The interviews were recorded and stored on the secure T-Drive available to master's students at the Humphrey School of Public Affairs. From the interviews the research team determined the combination of revenue sources each city used to fund their roads and their rationale for choosing these alternatives. The research team also interviewed a representative at the League of Minnesota Cities who is knowledgeable about current legislative items that may influence how Minnesota cities fund their roads. This interview provided more data on new road funding options that may become available to the City of Ramsey in the near future. This interviewee also introduced us to an additional city that we were able to video interview over Zoom.

Once the interview and survey data were collected, the research team members who attended the interview or downloaded the survey response developed contact notes summarizing the information. The research team then used ATLAS.ti 8 software to code the contact notes with each member of the team coding every contact note to ensure consistency and to triangulate our results. Using the data we collected and analyzed from the literature review and interviews, we present the City of Ramsey with information about how comparable cities in Minnesota fund their roads and why. We also provide recommendations to the City based on our research to suggest alternatives that could fit within Ramsey's context to more sustainably fund their roads into the future.

Ethical Considerations

The projected risk in undertaking this project is low for researchers and participants. This is primarily assessed through the nature of the risk being at the interpersonal level. This mainly stems through potential negative interaction with City Officials/Administrators, which may then lead to less access for further research. Another possible point of risk may be upcoming elections at the municipal level. With upcoming elections and certain city officials campaigning to keep their positions, there may be limited strength in some of the data we collect through these respondents. This could ultimately weaken our research and skew data results and recommendations; however, keeping names of cities and officials confidential allows us to capture more comprehensive information.

To minimize the risk of breaching ethical standards, this study paid close attention to our preparatory work for introduction with our participants. We provided them with the scope of our research and the interview protocol prior to the interview to allow them the opportunity to understand its intent and assess if they would like to participate. We explained to them that nothing they said would be associated with their name, yet we explained that we cannot guarantee their anonymity. Finally, we guided them through an oral informed consent script just prior to the

interview taking place, reiterating the aims of the research and informing them that they can opt out of any question, or the interview, at any time.

The subjects of our research can also benefit from this research. The first opportunity would be substantive research into financial means of road infrastructure. The City of Ramsey is at a crossroads between what road funding methods it wants to pursue in order to meet their infrastructure needs (property tax, special assessment, franchise fee), and they are likely not the only municipality struggling with this issue. Our published results may be beneficial to the State of Minnesota by coming up with recommendations for infrastructure needs for similar communities, benefiting a state as opposed to just one city.

Another policy yield may take the form of greater cooperation and interaction of cities in addressing road infrastructure needs. Our research highlights that the State of Minnesota, specifically the Minnesota State Highway Investment Plan (MnSHIP), is concerned with costs being too high and funding levels being too low for future road infrastructure over the next 20 years. Through our results and recommendations, we may jump-start cooperation and coalitions from other municipal actors in the state to work together in addressing this ongoing issue and create courses of action to mitigate it.

RESULTS

Based on the interviews and surveys collected from eight cities in the seven-county metro region the research team was able to document road funding techniques used in each municipality as well as the rationale for their current funding structures. Profiles depicting each of the city's funding structures are presented below followed by an examination of stated rationales corresponding to the two research objectives.

Objective 1: **Survey and interview city managers and engineers to document the range and nature (e.g. franchise fees, property taxes, general revenue, special revenues, political feasibility, and community engagement efforts) of sustainable road funding mechanisms in suburban cities in the Twin-Cities Metro Region.**

City 1

City 1 uses a combination of special assessments, MSAS funds, and bonding to fund their roads. Their plan for using special assessments was developed in 1997 and aimed to assess 50% of the street surface cost to benefitting properties. The formula was tied to the Construction Cost Index so that assessments would increase as the cost of construction materials increased; however, over time the percentage that properties are assessed has dipped to between 20-30% of project costs as the cost of labor and other associated costs outpaced the Construction Cost Index. Out of the 220 miles of road in City 1, 40 miles are covered under the MSAS system and the city receives roughly $2.2 million from state transportation funds for maintenance along these routes. The city still assesses the properties adjacent to these routes, but at a lower rate. The city also uses bonds to cover road maintenance and reconstruction costs. Interviewees mentioned that due to the City's good bond rating, and their aggressive approach to maintaining their roads, they believe the City can sustainably manage its debt despite annual debt service increases.

City 2

Upon talking with officials from City 2, little funding towards road maintenance and infrastructure came from their general fund, only accounting for 3%. Capital improvement bonds and competing for national and international grants added another 10% for funding towards roads. Special revenues and franchise fees, in particular, were identified as the main funding mechanisms for the road infrastructure, attributing for 85% of these efforts. The attractiveness of franchise fees for City 2 began in 2016 after an 18-month public outreach campaign. The city council and administration initiated this in order to discover new ways for moving forward in funding the road infrastructure efforts. Special assessments were used prior but not favored by the local population, so a type of "pay as you go" approach where equal fees were paid by all residents was desired; which franchise fees were able to achieve. With a balanced political spectrum, there have been no issues with franchise fees and City 2 views that they will continue to use this method for road funding needs in the foreseeable future.

City 3

City 3 uses special assessments, general revenue, franchise fees, MSAS funds, and other special revenues to fund its roads. Of the approximately $7 million spent annually on roads, $1.75 million comes from property taxes, $1 million comes from their franchise fees, $500 thousand comes from a special landfill revenue, and the remaining $3.75 million comes from special assessments and MSAS. City 3 started developing their pavement management plan in 2006 when they saw their roads rapidly declining and budgeting would not keep up with the ongoing costs to repair. The city previously assessed property owners for around 70% of the costs for road repairs; however, given the financial strains on community members, this was becoming increasingly unpopular. Franchise fees, and another special revenue source, appeared as a potential opportunity to raise revenue from everyone who uses the roads at an equal rate. Now, City 3 funds their roads with about 30% special assessments and 70% other sources, reducing the overall burden on their residents.

City 4

City 4 uses a combination of general fund revenue, franchise fees, and MSAS funds to cover costs associated with street maintenance and reconstruction. General fund revenue, specifically from the street maintenance budget, covers small and routine maintenance such as annual crack seals, while more involved maintenance and reconstruction projects are funded by franchise fees and MSAS funds. The city's franchise fees are flat rate and added to electric and gas utility bills ($5 to residential electric; $4 to residential gas; and other unknown rates for commercial and other zoned properties based on utility classification). On average, the franchise fee revenues total roughly $1.5 million. In special and rare cases, the city also uses special assessments though this only occurs when properties along a gravel road have requested pavement. The current road funding structure has been in place since 2013 when the city council passed the franchise fee system. Their prior funding structure was based on special assessments which are ending in the next couple of years. Properties who have paid assessments since the franchise fee system was implemented have been reimbursed franchise fees for the life of their assessment.

City 5

City 5 has a more balanced approach to how they fund their road infrastructure efforts where assessments (20-30%), capital improvement bonds (30-70%), municipal state aid (if eligible 0-50%), and other sources (5%) all contribute. City 5 has taken the route of using bonds as their

new/experimental funding mechanism, which started in 2018. Criteria the city was looking for when changing to a new model was primarily equity, but also benefit tests. However, this particular form of funding is still fresh, and the City Council is still reacting and examining the changes. In addition to the criteria of equity, the city's political makeup favors keeping costs and taxes low for residents, which is seen as a constraint in finding new funding mechanisms. Public engagement has been limited in City 5, but they continue to follow proposed legislation in order to find new and innovative ways to fund road infrastructure.

City 6

City 6 uses a combination of property tax, franchise fee and MSAS for streets. The City does special assess tax exempt properties, however; other property owners are not assessed for the cost of street projects as a street levy and franchise fee revenues support the pavement management plan. Several years ago, the City completed a 10-year pavement management plan which helped to balance out the annual project cost in an attempt to even out the utilization of resources, while also ensuring the City's Pavement Management Index remains favorable. The City implemented a street infrastructure levy many years ago and recently increased franchise fees to provide additional revenue for streets. The pavement management plan was increased from a five to ten-year plan just a few years ago. The City had a very open process when raising the franchise fees several years back. In addition, they provide several publications and public announcements that highlight the City's street infrastructure levy and how the City's tax rate may differ from other communities that chose to special assess.

City 7

City 7 uses a number of funding tools to cover the costs of their road maintenance and reconstruction activities including general revenues generated from property taxes, special assessments, and MSAS funds. The city's property tax revenue generates roughly $2.55 million annually for street improvement projects covering about 45% of project costs (1.05% effective property tax rate). The city's special assessment revenue generates roughly 37% of project costs, and has a sliding rate depending on property type (residential = 50%; high density residential = 75%; and commercial/industrial = 100%). The city also accesses MSAS funds amounting to an average of $3.14 million per year. The current funding structure has been in effect for 30 years.

City 8

While it varies from year to year, special assessments are the largest portion of City 8's road infrastructure projects, attributing for 70%. The remaining funding towards these efforts come in the form of municipal state aid, government bonds, and general taxes. This funding model has existed for 25 years and the approach has met the city's goals of funding these particular needs by offering equity, feasibility, and adequacy. Additionally, over the past 25 years there has been no public engagement in either measuring the popularity of the current road funding model or gauging the public in alternative methods that may provide more efficiency. City 8 has looked into street improvement districts as an innovative approach to funding road maintenance for their municipality.

Objective 2: **Understand why cities fund the way they do to better assess how various options may fit into the context of Ramsey.**

Throughout the interviews and surveys, respondents discussed a variety of reasons for their City's current road funding structures. Below are a number of key themes that highlight how the cities in our sample rationalize their funding structures:

City 1
City 1 expressed wanting to keep the assessment rate reasonable so that property owners are not surprised with large bills. It creates less "sticker shock". While assessment rates increase on average by 3% per year (tied to the Construction Cost Index), the city council pushes back on additional assessment increases. Interviewees also mentioned that once a special assessment framework is established it is hard to make changes since residents may feel the process is not fair.

City 2
City 2 had used special assessments for a long period of time, but city officials identified that it was not popular among the local population. Utilizing a public outreach method in 2016, they identified that citizens were looking for something more relatable to a "pay as you go" system, or equity for everyone in road usage. Franchise fees were the best way in order to meet these needs and have been positively received.

City 3
City 3 started developing their pavement management plan in 2006 when they saw their roads rapidly declining and budgeting would not keep up with the ongoing costs to repair. The city previously assessed property owners for around 70% of the costs for road repairs; however, given the financial strains on community members, this was becoming increasingly unpopular. Franchise fees, and another special revenue source, appeared as a potential opportunity to raise revenue from everyone who uses the roads at an equal rate.

City 4
City 4 stated that their street funding structure made financial sense. Their franchise fee system was projected to be the most cost-efficient funding tool compared to special assessments, capital bonds, and other funding sources. Their fee rate was set so that the city can adequately cover costs associated with a 60-year road. And, the city considered how feasible its plan would be bringing it to the public. They settled on franchise fees because the tool spread out the financial burden across city residents instead of burdening some residents a lot through assessments and all residents through debt service.

City 5
City 5 leaned forward with using bonds as their new funding model in 2018 for road infrastructure. This is likely due to the political makeup of the city, which is very sensitive to tax increases and why little to no consideration is given to new funding mechanisms. Since using bonds as the primary funding source is new, it is too early to determine whether or not it's an effective funding model as the City Council is still evaluating the results.

City 6
City 6 stated that equity, where all taxpayers contribute to the pavement management program while also avoiding a significant burden that may come from a special assessment for a major road project, was an important factor in their decision making. Also, the City values long-term sustainability-focused approaches to capital planning and resource management which has served them very well in ensuring they have current resources to fund the pavement management program and can avoid further issuance of debt for road projects.

City 7
City 7 stated that their funding structure exists in its current form because they believe in the importance of maintaining pavement infrastructure. The city's approach is based on the idea that benefiting properties should be assessed construction costs. In other words, residents who receive the benefit pay the cost. The city mentioned that the plan was created while considering its efficiency, adequacy, and feasibility.

City 8
City 8 has used special assessments for 25 years for road funding needs, while also tapping into state aid, taxes, and bonds. In addition to the length of time for special assessments, City 8 has done no public outreach to gauge whether the public needs or even wants a new funding mechanism. While it did mention they were keeping an eye on street improvement districts as an innovative approach to road funding, City 8 shows no sign in changing their funding method as the current model continues to meet their needs.

DISCUSSION

Funding Techniques

Overall the cities involved in this study seemed to be satisfied with their current funding structures with a number of the cities having updated their road funding policies in the past decade. Each of the cities used the funding techniques at their disposal in unique ways and summarized in the below tables. While general funds, supported by property tax levies and special assessments, seemed to be the most common funding techniques in our sample aligning with the report's background research findings, franchise fees seem to be increasing in importance and popularity as cities search for new ways to raise dedicated road improvement funds. Below is a short summary of our findings for usage of each technique and their respective pros and cons.

Technique	Usage Summary
Franchise Fees	Multiple cities reported that franchise fees are used to adequately address local road funding needs.
Special Assessments	Assessments were a common way for cities in our sample to allocate costs of road funding to the properties that directly benefit from the improvements. The majority of cities in our sample are limiting the extent to which they use special assessments, so as not to overly burden property owners. On the other hand, two

	cities (Cities 7 and 8) use special assessments more aggressively and have comparatively high assessment rates.
Property Tax	Most cities within our sample use property taxes as a way to fund their road projects. It is easily accessible although is inadequate to cover all road funding costs, unless it is accessed at a high rate.
Bonds	Bonds are a popular method to fund road infrastructure projects in our city pool. Most cities used bonds as a supplemental, not primary, income source.
Other sources	The most common other source that cities in our sample used were MSAS funds. All of the cities in our sample were eligible to designate up to 20% of their roads for MSAS funds. Other funding sources also included national grants, the Local Road Improvement Fund, and Host Community Funds (fees for using a city's street to access a landfill).

Funding Technique Pros and Cons:

Technique	**Pros**	**Cons**
Franchise Fees	Everyone, including tax exempt organizations, pay for the roads	Considered regressive because everyone pays the same amount, regardless of income
	Stable and sustainable revenue source	Political feasibility can be difficult given the political makeup of the council and community
	Because of the large tax base (renters, homeowners, nonprofits, schools, etc.), the franchise fee is often adequate to cover road costs	
	The fee is predictable and can be kept low for residents	
Special Assessment	Benefitting properties pay for larger share of road costs	Hard change to the special assessment formula from one year to the next because people feel like it is not fair
		Expensive for those assessed
		Incurs interest debt
		Burden placed on the city to prove that the benefits of the project outweigh the costs; leads to a costly legal process for cities
Property Tax	Reliable, major revenue source	Tax amount bears little to no correlation to road usage
	Taxes can be levied at people's ability to pay, creating an equitable tax (equity defined as those with higher income pay more and vice versa)	Property tax flows to general fund and general fund used to pay for roads; if property tax is inadequate, other general fund money is needed
		Property tax rate can shift dramatically over a short period, making it unreliable

Bonds	Secure investments, easy to sell	Lower rate of return as there is less risk involved in the bond defaulting
	Money earmarked for specific projects	Bonds must be paid back with interest
	Most government bonds are tax exempt, saving you a good portion of money on the project you are trying to accomplish	Periods of recession could cause defaulting of bonds due to slumping tax revenues
Other Sources	MSAS funds allows cities to access funds from the state gasoline tax to supplement local funding streams	Other than MSAS, substantial funds generated from other sources are rare and unreliable

Innovative funding techniques

Interviewees also discussed a number of innovative funding techniques that they are interested in seeing added to Minnesota municipalities road funding toolbox. The policies - street improvement districts and a city wheelage tax - would help to expand the ability of cities to raise dedicated road maintenance revenue. Street improvement districts would grant cities the authority to collect fees from property owners within established districts to fund road maintenance projects, similar to the State's storm sewer improvement districts. Legislation for the funding tool passed the Minnesota House in February 2020 (HF 1095) but its companion has not yet been scheduled for a hearing in the Minnesota Senate (SF 1271) (League of Minnesota Cities, 2020). The wheel tax policy would allow Minnesota cities to receive wheelage tax revenue. Currently, the wheelage tax authority lies with Minnesota counties, but the proposed legislation would enable a $10 surcharge on license tab and title transfers to be applied back to cities. The legislation has been introduced in both the Minnesota House and Senate however to this date no further actions have been taken.

Importance of public opinion

Many of the cities that were interviewed and surveyed discussed the particular methods they used to engage the public and secure support for road improvement funding mechanisms. Considering the previous unsuccessful attempt to pass franchise fees in Ramsey in 2019, the city may find public engagement techniques used in other cities to be particularly useful. For example, one city created an online forum to provide a space for the city to answer the public's questions while also allowing citizens to engage with each other regarding the different alternatives. Another city used a combination of public meetings, written correspondence, website information, and a mailed newsletter. And, while it is difficult to determine how successful the outreach efforts have been, the city mentioned that the mailed newsletter has been rated as the resident's favorite source of road improvement information. A third city found success in implementing franchise fees through a series of structured meetings designed to collect community feedback and provide small group presentations to the community making the case for franchise fees (Narvaez, 2017). Finally, one city provides several publications and public announcements that highlight its street infrastructure levy and how it compares to other communities.

Varying definitions of equity

Our conversations with cities highlighted three distinct definitions of equity that factored into evaluating road funding criteria. These equity definitions could be described as: 1.) Ability to pay principle, 2.) Benefits received principle, and 3.) Equal payment principle. Cities that utilized the

ability to pay principle talked about raising revenues in ways that would correspond with how much residents are able to afford it. This came up in conversation with the League of Minnesota Cities, when discussing that franchise fees were somewhat regressive; however, there weren't many other options available. Another definition of equity is based on the benefits received principle. Some cities referenced this principle in regard to special assessments, while others referred to this in the ability to charge tax exempt residents (such as through franchise fees). The last, and most commonly utilized definition of equity can be considered the equal payment principle. Cities that referenced equity in this manner spoke about how each resident is responsible for paying equal parts of local roads and not face a significant burden.

CONCLUSION

This study had two key objectives. First, to survey and interview city administrators, managers, or engineers to document the range and nature of sustainable road funding mechanisms in suburban cities in the Twin-Cities Metro Region. Second, to understand why cities fund the way they do to better assess how various options may fit into the context of Ramsey. Based on the interviews and surveys collected from eight cities in the seven-county metro region the research team was able to document road funding techniques used in each municipality as well as the rationale for their current funding structures. Overall the cities involved in this study seemed to be satisfied with their current funding structures with a number of the cities having updated their road funding policies in the past decade. Key criteria such as equity, defined in numerous ways, led city leaders to make these road financing decisions. While general funds, supported by property tax levies and special assessments, seemed to be the most common funding techniques in our sample, franchise fees seem to be increasing in importance and popularity as cities search for new ways to raise dedicated road improvement funds. As the City of Ramsey is concerned with the future of their road financing, franchise fees could be a good resource that allows the city to collect a reliable stream of revenue from a broad base at a rate that is reasonable and predictable for residents.

Given the COVID-19 crisis and the impact it had on collecting comprehensive data, we recommend the City of Ramsey continue to survey cities throughout the state and continue developing ideas and best practices. Should the City of Ramsey decide to move forward with implementation of franchise fees, we recommended extensive public engagement, such examples of which are provided above, to collect feedback and move forward in a way that reflects the City's residents' interests.

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Table 1: Current and Potential Road Funding Mechanisms for the City of Ramsey

* Indicates the City of Ramsey is currently using this funding mechanism

Mechanism	**Description**
Special Assessments*	City imposed levies on property owners as a percentage of a public project cost that benefits the charged properties. In Ramsey adjacent properties are assessed 25% of total project costs.
Property Tax Levy*	The city tax authority sets a percentage rate for additional tax to cover road costs, which is then calculated against the assessed value of each homeowner's property.
MSAS	Eligible cities (population of greater than 5,000) are able to access assistance from the Municipal State-Aid Street System funded by the State's transportation related taxes.
Franchise Fee	The city taxes local utilities for the utilities' use of public roads to ply their services. The tax is either a flat rate per customer, a percentage of the utility's gross revenue, or a percentage rate of each customer's utility usage. Utilities pass the cost of the tax onto consumers, raising everyone's utility bill.
Sales Tax	The city applies a local sales tax to local business transactions
Capital Improvement Bonds*	Cities can raise money to pay for capital improvements by selling bonds, which guarantee full repayment plus interest to the lender.

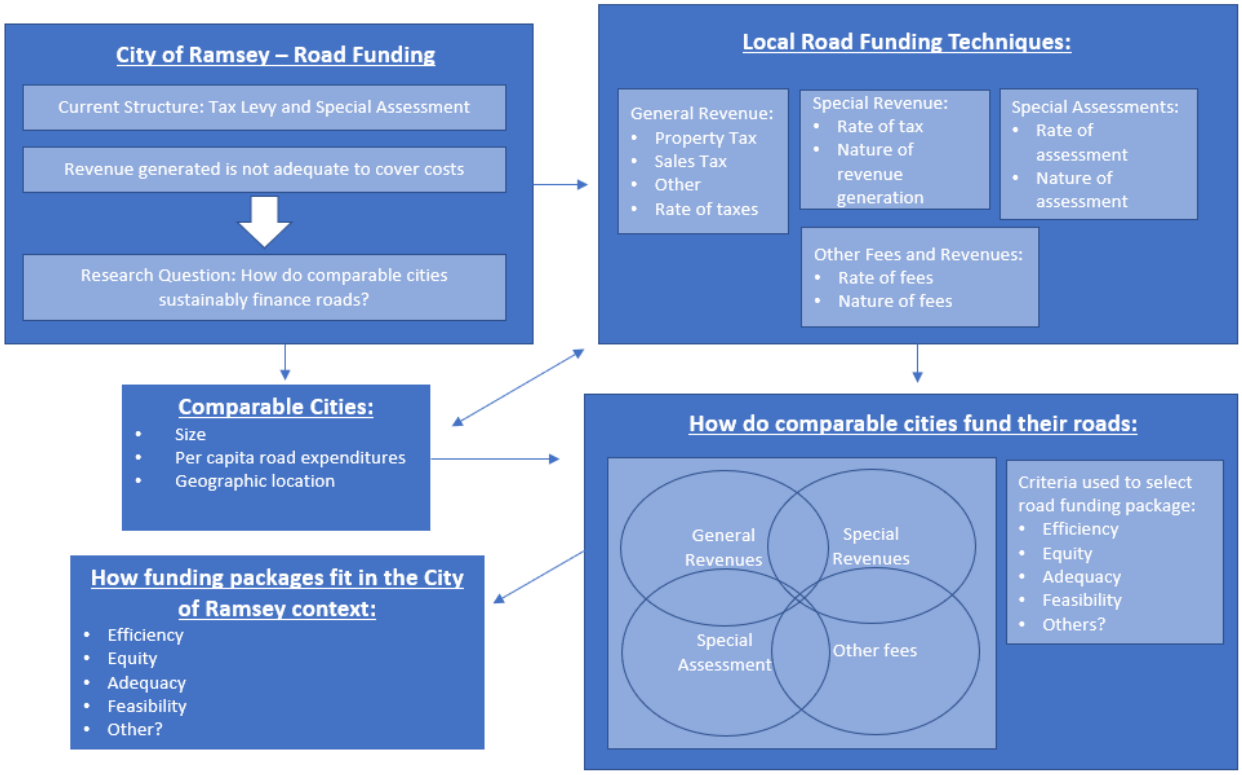
Source: Zhao, Z.J., Das, K.V., & Becker, C.E. (2010). Funding Surface Transportation in Minnesota: Past, Present, and Prospects.; City of Ramsey and WSB. (2019). Pavement Management One-Pager.; City of Ramsey. (2013) Joint Meeting on Long-term Options for Street Maintenance.; City of Ramsey and WSB. (2019). Ramsey Pavement Management Funding Commission Meeting Presentation.

Table 2: Road Lifecycle Maintenance Types and Costs

Type of Maintenance	Purpose	Frequency	Cost
Bituminous Road Construction	Create new roads from ground surface of raw land	Once, at the beginning of the life cycle	None given
Purchase Updated Asset Management System	Track road condition and previous maintenance to prioritize road projects	Every 5 years	None given
Sealant	Seal cracks in road, which naturally occur from freeze/thaw cycle	Annually	Together with Top Coating - $500,000 for 13-23 miles of roads
Top Coating	Seals entire road surface to help prevent cracking from freeze/thaw cycle	Every 7 years	Together with Sealant - $500,000 for 13-23 miles of roads
Overlay	Removal and replacement of the top three inches of the road surface	Every 20 years; at road age 20 and road age 40	None given
Reconstruction	Completely rebuild road; involves complete removal of previous road, regrading, subsurface replacement, and pavement replacement	Every 60 years	None given

Table Sources: City of Ramsey and WSB. (March 2019). Pavement Management Funding Presentation and City of Ramsey and WSB. (January 2019). Pavement Management Funding Presentation.

Appendix A: Conceptual framework



Appendix B: Interview Guide

Qualitative Review of Minnesota's Local Road Funding Strategies
The City of Ramsey and The Resilient Communities Project
Humphrey School of Public Affairs Team: Molly Sir, Sean Crawford, Steven Kutz, and David Ambuel

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Final Interview Protocol

Objective: Survey quantitatively and qualitatively the range and nature (e.g. franchise fees, property taxes, general revenue, special revenues, political feasibility, and community engagement efforts) of sustainable road funding mechanisms in suburban cities in the Twin-Cities Metro Region.

1) (Main Question) What is your city's perspective on long term planning for road maintenance and reconstruction?
    a) (Probe) Is there political bias within the city as it relates to road infrastructure? (e.g. conservative voter base, pro or against tax increases)
    b) (Probe) Are there other political actors at play outside of city administrators influencing this perspective in any particular direction? (e.g. City Council, Charter Commission, State Representatives, etc.)

2) (Main Question) What funding mechanisms does the city use to fund road maintenance and reconstruction activities?
    a) (Follow Up Question) What portion of the city's road maintenance and reconstruction budget comes from general revenues?
        i) (Probe) Do the general revenues consist of more than just a property tax?
        ii) (Probe) What are general revenue tax rates?
    b) (Follow Up Question) What portion of the city's road maintenance and reconstruction budget comes from special revenues?
        i) (Probe) What are the special revenue mechanisms that you use?
        ii) (Probe) What are the special revenue rates that you use?
    c) (Follow Up Question) What portion of the city's road and maintenance and reconstruction budget comes from special assessments?
        i) (Probe) What is the nature of these special assessments?
        ii) (Probe)What is the special assessment rate that you use?
    d) (Follow Up Question) What portion of the city's road and maintenance and reconstruction budget comes from capital improvement bonds?
        i) (Probe) What percent of funding comes from capital improvement bonds?

e) (Follow Up Question) What other fees or charges do you use to fund local road maintenance and reconstruction?
    i) (Probe) What is the nature of these fees?
    ii) (Probe) What is the rate of the fee and does it differ with zoning or something else
    iii) (Probe) Is it earmarked?
    iv) (Probe) Is there a sunset provision with your fees?
    v) (Probe) Is there a cap on how much is collected (individually and aggregate)?

3) (Main Question) Are there any innovative funding models for local road maintenance and reconstruction that your city is considering?

a) (Follow Up Question based on Yes or No response to Main Question) If yes, where did you reach out to learn of these methods.
    i) (Probe) Do you see these innovative methods being implemented in the near future?
b) (Follow Up Question based on Yes or No response to Main Question) If no, why have you not looked into new methods to help your road infrastructure's future?
    i) (Probe) Do you intend to look for new methods in the near future?

Objective: Understand why cities fund the way they do to better assess how various options may fit into the context of Ramsey.

4) (Main Question) How long has your current funding structure for local road maintenance and reconstruction existed and can you describe the decision making process?

a) (Follow Up Question) What was the city's rationale for enacting the current funding structure?
b) (Follow Up Question) What criteria did the city consider when implementing their current local road funding plan?
    i) (Probe) When the city developed its local road funding plan, did it consider how the plan would affect the equity of its citizens? What was the nature of this consideration?
    ii) (Probe) Was efficiency considered?
    iii) (Probe) Was adequacy considered?
    iv) (Probe) Was feasibility considered?

5) (Main Question) Tell me about the political makeup of your district and how that plays out in the feasibility of passing local tax increases?

a) (Follow Up if answer is Yes) What do attribute to that funding mechanism being unfavorable?

6) (Main Question) What public engagement, if any, has your city conducted in order to increase public understanding and support of certain funding mechanisms?

a) (Follow Up Question based on Yes or No response to Main Question) If yes, what types of public engagements were conducted and how would you rate its success?
b) (Follow Up Question based on Yes or No response to Main Question) If no, why did you forfeit the opportunity to use public engagement methods?

Objective: Demographic/Close-out Questions

7) (Main Question) Tell me your current position and in which city you currently serve as it relates to road infrastructure.

a) If the respondent is uncomfortable answering position or which location they work in omit this line of questioning.

8) (Main Question) Are you willing to give a little information on your background to include age, where you received your education, and how long you've been a part of policy work at the local, state, and/or federal level?

a) Government positions, and how long for each

Appendix C: Survey Questions

1. What city do you work for and what is your current position title?
2. What road funding mechanisms does your city use to fund road maintenance and reconstruction activities? (ex. general/special revenues, special assessments, capital improvement bonds, other fees/charges?) And, how are the rates structured? What portion of the costs does each mechanism cover?
3. How long has your current funding structure for local road maintenance and reconstruction existed and can you describe the decision-making process?
4. What criteria has your city considered when coming up with funding structure?

CC Regular Session **7. 1.**

Meeting Date: 07/14/2020

By: Colleen Lasher, Administrative Services

Information

Title:

Approve a Professional Services Contract Extension for the Tinklenberg Group

Purpose/Background:

The purpose of this case is to consider a proposed extension of the contract with the Tinklenberg Group as it relates to the Ramsey US Trunk Highway 10 Improvement Development Plan. The term of this proposed extension would be for the twelve (12) month period from July 1, 2020 through June 30, 2021. The rate for this extension would be $3,500.00 per month.

Background:

The City has worked with the Tinklenberg Group for most of the past decade. Mr. Tinklenberg continues to work with federal, state, county, and regional officials to advance Ramsey's interests in developing the Highway 10 corridor. The City's past success during this period have included the recent announcement of a $40 million INFRA federal grant, plus past grant awards totaling $35M for the Armstrong Interchange Project, which was awarded several grants, including a $10M federal (TIGER) grant, a $10M state (CIMS) grant, a $8M bonding allocation from the state, and a $10.2M award from the Counties Transit Investment Board (CTIB), which fully funded the project.

In 2017, work with the state legislature successfully secured an estimated $1.5 million in funding for the engineering and design of the Ramsey Boulevard underpass of the BNSF rail line, and the City of Ramsey received an additional $2 million from the 2018 state bonding bill for the Ramsey Boulevard rail separation project.

Staff believes this extension of the Tinklenberg contract is important to continue given recent legislative requests for Highway 10 funding, and the need to supplement the $40 million INFRA award with additional state and federal funding to complete the estimated $138 million corridor project from Sunfish Lake Blvd. to Ramsey Blvd. The services under the contract allow the City to more effectively push our current legislative initiative, and to maintain a strong and consistent message to the Legislature and Congressional Delegation.

Intent of this Extension:

This proposed extension is intended to capitalize on the exciting accomplishments already achieved under earlier phases of the City's US Trunk Highway 10 Improvement Development Plan and continue the implementation of strategies adopted in that plan. It will support the utilization of federal grant dollars awarded and leverage those dollars to secure state, regional, and MnDOT funding necessary to construct identified improvements on US TH 10 within the City of Ramsey.

The extension of the contract will extend the base contract services provided in the July, 2015 plan, and will include a continuation of those identified in earlier extensions of the plan with special emphasis on the following:

- Coordinate, on behalf of the City, follow-up and implementation of funding opportunities made available to the US TH 10 corridor during prior sessions of the Minnesota legislature and awarded federal grants.
- Coordinate on-going review and consideration of federal and state transportation program and grant opportunities appropriate to US TH 10 improvements within the City of Ramsey.
- Facilitate and coordinate the planning and implementation of meetings of communities, business leaders, and elected officials along US TH 10 in support of broader improvement needs in the corridor.
- Work with the State's congressional delegation and the US DOT, to identify and pursue federal funding

opportunities and programs supportive of the City's US TH 10 improvement goals that have been or may be advanced by the congress or the Trump administration.
- Prepare for and facilitate the introduction and consideration of City' s 2020 and 2021 legislative proposals related to US TH 10 improvements.
- Identify, recommend, and coordinate as directed, pursuit of additional opportunities for MnDOT grant funding applicable to US TH 10 improvements.
- As directed, participate in and coordinate with the activities of the Anoka County US TH IO Corridor Coalition.
- As directed, support and participate in the City's TH IO planning and communications initiatives.
- Consultant will provide activity updates to the City at Council workshop or regular meetings every six to eight weeks during the term of this extension.

Mr. Tinklenberg will be at the meeting to provide an update and respond to any questions.

Notification:
NA

Observations/Alternatives:

Funding Source:
Funds would come from the City's Public Improvement Revolving Fund.

Recommendation:
Staff recommends approval of the contract extension as outlined in the attached proposal.

Action:
Motion to approve a 12 month extension to the contract with The Tinklenberg Group.

Attachments

Extension_Letter_2020
July 2015 Plan

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	07/09/2020 03:14 PM
Form Started By: Colleen Lasher		Started On: 07/06/2020 12:03 PM
Final Approval Date: 07/09/2020		

The Tinklenberg Group
The interchange of strategies and solutions

Proposed Extension of the Ramsey US Trunk Highway 10 Improvement Development Plan July, 2020

This proposed extension is intended to capitalize on the exciting accomplishments already achieved under earlier phases of the city's US Trunk Highway 10 Improvement Development Plan and continue the implementation of strategies adopted in that plan. It will support the utilization of federal grant dollars awarded and leverage those dollars to secure state, regional, and MnDOT funding necessary to construct identified improvements on US TH 10 within the City of Ramsey. It will continue to operate under the performance and reporting requirements established in the July, 2015 plan.

Work elements of this extension will include a continuation of those identified in earlier extensions of the plan with special emphasis on the following;

* Coordinate, on behalf of the City, follow-up and implementation of funding opportunities made available to the US TH 10 corridor during prior sessions of the Minnesota legislature and awarded federal grants.

* Coordinate on-going review and consideration of federal and state transportation program and grant opportunities appropriate to US TH 10 improvements within the City of Ramsey.

* Facilitate and coordinate the planning and implementation of meetings of communities, business leaders, and elected officials along US TH 10 in support of broader improvement needs in the corridor.

* Work with the State's congressional delegation and the US DOT, to identify and pursue federal funding opportunities and programs supportive of the City's US TH 10 improvement goals that have been or may be advanced by the congress or the Trump administration.

* Prepare for and facilitate the introduction and consideration of City's 2020 and 2021 legislative proposals related to US TH 10 improvements.

* Identify, recommend, and coordinate as directed, pursuit of additional opportunities for MnDOT grant funding applicable to US TH 10 improvements.

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* As directed, participate in and coordinate with the activities of the Anoka County US TH 10 Corridor Coalition.

* As directed, support and participate in the City's TH 10 planning and communications initiatives.

* Consultant will provide activity updates to the City at Council workshop or regular meetings every six to eight weeks during the term of this extension.

The term of this proposed extension will be for the twelve (12) month period from July 1, 2020 through June 30, 2021. The rate for this extension will be $3,500.00 per month. Prior to January 1, 2021, and based on the final outcome of the 2020 regular and special sessions, the Consultant will prepare a proposed plan for advancing the City's interests during the 2021 session of the Minnesota legislature. This plan will be based on an assessment of state, regional, and federal funding opportunities and implemented only when concurred with and approved by the City.

Approved and agreed to by;

John LeTourneau Mayor, City of Ramsey	Elwyn Tinklenberg President, The Tinklenberg Group
Date	Date

City of Ramsey
BNSF Railroad Interchange Initiative
2015 Consulting Services Agreement

Amendment 1
July, 2015

Overview

The Tinklenberg Group respectfully submits the attached work plan as Amendment 1 to its Consulting Services Agreement with the City of Ramsey. This work plan is proposed in response to the City's continuing interest in pursuing funding for the construction of underpasses on Ramsey Boulevard and Sunfish Lake Boulevard at their intersection with the BNSF rail corridor. The heightened interest and awareness the City has created among key decision makers through its earlier efforts provides this work plan a remarkable basis for achieving the outcomes identified and advancing the improvements the City is seeking.

Timing and Cost

The activities identified in the attached work plan will begin immediately upon the City's adoption of this amendment and continue through the end of December, 2015. It can be amended at any time by mutual consent of the parties and terminated without cause by either party with 30 days advance notice.

The cost of the Consulting Services associated with attached work plan will be $27,000 payable in five equal monthly installments of $5,400 beginning immediately following the City's adoption of the amendment.

Agreed and Approved

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Kurtis G. Ulrich	Elwyn Tinklenberg
City Administrator, City of Ramsey	President, The Tinklenberg Group
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Date	Date

Ramsey US Trunk Highway 10

Improvement Development Plan

July, 2015

The City of Ramsey's leadership on issues related to the safety and congestion of US TH 10 has produced both significant improvements and important opportunities in the corridor. The improvements are best exemplified in the on-going construction of the Armstrong Interchange project, but other, less visible improvements have occurred as well. These include the high degree of cooperation and collaboration that characterizes the work with the county and other cities in the corridor, the heightened awareness of corridor issues among key legislative and congressional leaders, the growing public and business community support for the City's US TH 10 efforts, and increasing interest in economic development opportunities in the City along US TH 10. All of these improvements contribute in significant ways to the momentum that has built around the City's US TH 10 initiatives and the realistic opportunities that now exist for those initiatives to succeed in attracting additional public investment in planned corridor improvements.

This proposed work plan seeks to capitalize on those improvements and opportunities by implementing a series of strategies focused on the goal of securing funding for additional construction projects in the US TH 10 corridor benefiting the City of Ramsey. These strategies will be targeted in three areas of opportunity: federal support, state legislative support, and Minnesota Department of Transportation (MnDOT) support. It is critical to engage these efforts now in order to take full advantage of the important inroads the City has through its earlier legislative initiatives, its very successful federal contacts, and the effective way in which the City has broadly communicated its US TH 10 rail crossing and safety concerns. At both the federal and state levels, long term transportation funding decisions are currently being considered and the strategies proposed in this work plan will help insure that the city continues to be in the best possible position to benefit.

1. **Federal**
   A. <u>Federal support strategies</u> will include:
      - Follow-up work with congressional members and staff contacted during the City's June meetings in DC

- On-going efforts to identify and secure potential federal funding sources for US TH 10 improvements
- Track and capitalize on funding opportunities that may emerge in the process of reauthorizing federal transportation legislation
- Schedule and organize a tour of US TH 10 improvements and opportunities for Minnesota's member of the US House Transportation and Infrastructure Committee

B. Federal support outcomes
- Improved connections with congressional members and staff
- Identification of optional federal funding sources
- Transportation funding targeted local projects

C. Federal support strategies deliverables
- Monthly written progress/activity report to City Council
- Site visit and meeting with US Representative

2. **State legislative**

A. State legislative support strategies will include:
- Scheduling and organizing tours of Ramsey US TH 10 needs and projects with members of the legislative bonding/capital investment committees
- Developing and implementing targeted contact plans for key legislative leaders
- Developing and nurturing positive and on-going media contacts regarding US TH 10 needs and issues
- Supporting continued development and growth of business community awareness of and engagement in US TH 10 issues and projects
- Organizing and facilitating a US TH 10 summit meeting of interested communities along the entire corridor to increase visibility and awareness of corridor needs/issues and to support broader, coordinated efforts to fund necessary improvements
- Developing and organizing essential groundwork for US TH 10 funding proposals to be introduced during the 2016 session of the state legislature

B. State legislative support outcomes
- Improved connections with critical state legislators
- Improved connections with other corridor communities
- Increased public awareness vis increased media placements
- Increased participation of local business community in US TH 10 advocacy
- Funding consideration by legislature in 2016

C. State legislative support deliverables
- Monthly written progress/activity report to City Council
- Inclusion of Ramsey on State Bonding tour

- Draft 2016 legislation to provide funding
- US TH 10 "summit" meeting of corridor communities

3. <u>MnDOT</u>

A. <u>MnDOT support strategies</u> will include:
- Support and monitor development of funding categories appropriate to issues on US TH 10
- Continue to identify and capitalize on opportunities to keep the MnDOT Commissioner and key MnDOT staff informed about and supportive of improvement needs in the US TH 10 corridor
- Work with the Metro Division of MnDOT to advance the schedule of identified improvements on US TH 10
- Continue to develop and maintain awareness and support by the Governor and key staff in the Governor's office regarding US TH 10 issues and opportunities
- Utilize the US TH 10 summit meeting referenced above to engage broader support within MnDOT for corridor improvements

B. <u>MnDOT support outcomes</u>
- Improved connections with MnDOT via the Commissioner's office and District offices
- Improved awareness and identification of corridor improvements on MnDOT's scheduled plans

C. <u>MnDOT support deliverables</u>
- Monthly written progress/activity report to City Council
- US TH 10 projects included on MnDOT's construction schedule

Activities implementing these strategies are proposed to begin immediately upon approval by the City Council and will continue through the end of December, 2015

CC Regular Session **7. 2.**

Meeting Date: 07/14/2020

Submitted For: Chloe McGuire Brigl, Community Development

By: Eric Maass, Community Development

Information

Title:

Introduce Ordinance 20-10 Amending Bulk Standards in the R-1 Residential District

Purpose/Background:

The purpose of this case is for the City Council to review proposed updates to the bulk standards within the R-1 Residential zoning district. Proposed updates are related to side yard setbacks and have been drafted by Staff based on experience in implementing the current ordinance and feedback provided to Staff by city residents applying for various permits impacted by side yard setbacks.

Notification:

Staff published a Notice of Public Hearing in the Anoka County UnionHerald that was held by the Planning Commission. This public hearing is not specific to a single address and as a result individual mailers regarding this public hearing have not been sent to individual residences.

Notification is not required for this case and has not been provided.

Observations/Alternatives:

Observations

City Staff have been tracking areas of the City's zoning ordinance which require review and consideration for updating. One of those sections is the bulk standards within the R-1 Residential zoning district (Section 117-111). This sections outlines standards for uses and dimensional/bulk standards for properties within that specific zoning district.

Staff is proposing to remove the distinction between "habitable" (dwelling) and "uninhabitable" (garage) space as it relates to the side yard setback. City Staff are recommending the removal of this distinction to increase clarity of the ordinance and provide clear direction to situations where having separate setbacks becomes burdensome.

	Current	Proposed
Habitable (Dwelling)	10 feet	6 feet
Uninhabitable (Garage)	6 feet	6 feet

A specific example would be living area constructed over a garage (City Staff is not referring to accessory dwellings). Currently the ordinance would require two different setbacks for that side of the structure as the garage would be deemed uninhabitable and the overhead living space habitable. City Staff have reviewed neighboring city ordinances and not found this distinction between habitable and uninhabitable setbacks to be a common practice. Staff has attached the draft ordinance for review by the Planning Commission. Staff will walk through the proposed revisions with the Planning Commission and members of the public in attendance.

Alternatives

Alternative 1: Recommend that the City Council introduce Ordinance #20-10 revising City Code Section 117-111

related to side yard setback bulk standards within the R-1 Residential zoning district. Staff supports this alternative.

Alternative 2: Table Ordinance #20-10 for further revision by City Staff based on feedback and direction by the Planning Commission. Staff also supports this alternative with specific feedback from the Planning Commission for desired revisions to the draft ordinance.

Funding Source:

Staff is handling this case as part of their regularly scheduled duties.

Recommendation:

The Planning Commission and Staff recommends introduction of Ordinance #20-10 amending the bulk standards in the R-1 Residential District.

Action:

Motion to introduce Ordinance #20-10 amending City Code section 117-111 related to side yard setbacks within the R-1 Residential District and waiving the charter requirement that the Ordinance be read aloud.

Roll Call Vote:

Council Member Musgrove
Council Member Specht
Council Member Kuzma
Council Member Heinrich
Council Member Menth
Council Member Riley
Mayor LeTourneau

Attachments

Ordinance 20-10 - R-1 Residential Bulk Standards

Form Review

Inbox	Reviewed By	Date
Tim Gladhill	Tim Gladhill	07/09/2020 08:23 AM
Kurt Ulrich	Kurt Ulrich	07/09/2020 11:32 AM
Form Started By: Eric Maass		Started On: 06/23/2020 02:12 PM
Final Approval Date: 07/09/2020		

ORDINANCE #20-10

CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA

AN AMENDMENT TO CHAPTER 117 SECTION 111 SUBSECTION D RELATED TO BULK STANDARDS WITHIN THE R-1 RESIDENTIAL DISTRICT SECTION OF THE CITY CODE OF RAMSEY, MINNESOTA.

SECTION 1. AMENDMENT

The following ~~stricken~~ language is hereby removed from Chapter 117 Section 111 and the following underlined words are to be added to Chapter 117 Section 111.

Sec. 117-111. - R-1 Residential District.

(a) *Intent.* The intent of the R-1 Residential District is to accommodate single-family dwelling units on suitable land in the 2040 Metropolitan Urban Service Area (MUSA) and rural developing areas of the city. All newly created lots, except the remnant of a lot of record not less than five acres in size and located within the 2040 MUSA, shall be serviced by sanitary sewer and municipal water. All developing lots located within the rural developing area shall be served with individual septic systems and wells.

(b) Permitted uses.

(1) Single-family detached dwellings.

(2) Agriculture, excluding the raising of livestock, poultry, and fowl within the MUSA boundary unless compliance with chapter 10, Animals, can be maintained.

(3) Public parks, municipal fire station.

(4) Single-family/townhome units as part of a PUD located within the 2040 MUSA. PUDs shall be designed in accordance with R-2 residential performance standards established in section 117-112.

(5) State-licensed group homes in accordance with state statutes.

(6) Licensed home daycares in accordance with state statute.

(7) Noncommercial horse boarding.

(8) Home occupations as permitted by section 117-351.

(9) Accessory uses as permitted by section 117-349.

(c) Uses permitted by conditional use permit.

(1) Religious institutions.

(2) Commercial horse boarding.

(3) Commercial dog kennels.

(4) Oversizing of accessory structure size.

(5) Two-story accessory buildings.

(6) Cemeteries.

(7) Essential services.

(8) Cell towers in Tower Overlay District.

(9) Commercial garden nurseries or greenhouses with buildings.

(10) Micro-scale WECS.

DRAFT

(d) R-1 bulk standards.

	MUSA		Rural Developing (Large Single-Family Lots)
	Villas	Single-Family Detached Homes	
Minimum lot size	.15 acres	.25 acres	2.5 acres
Minimum density	2.5 units per acre	2.5 units per acre	1 unit per 2.5 acres (gross) (minimum)
Maximum density	4 units per acre (maximum)	3 units per acre/4 units per acre with PUD (net) (maximum)	N/A
Minimum lot width	65 feet	80 feet/90 feet — corner lot	200 feet/100 feet on cul-de-sac
Front yard setback	25 feet	30 feet	40 feet
Side yard setback ~~uninhabitable~~	6~~5~~ feet	6 feet	10 feet
~~Side yard setback habitable~~	~~5 feet~~	~~10 feet~~	
Side yard setback for corner lots	25 feet	30 feet	40 feet
Rear yard setback	20 feet	30 feet	40 feet
Rear yard setback when adjoining a parcel zoned park [3]	20 feet		N/A
Major/minor arterial setback measured from the centerline of the road right-of-way	60 feet from right-of-way centerline plus the local applicable setback		
Service road setback	35 feet		
Maximum building height (measured from lowest adjacent grade to average height between eaves and highest ridge)	35 feet		
Minimum floor areas: (main floor)			
Rambler with garage	912 square feet		
Split level or two story with garage	720 square feet (total of main living areas)		
Townhouse with garage	PUD Required		N/A
	1 bedroom—700 square feet		
	2 bedrooms—800 square feet		
	3 bedrooms—960 square feet		
	Each additional bedroom 125 square feet		
Maximum building lot coverage	35%		
Maximum driveway width at street [2]	30 feet; 24 feet on culs-de sac		
Maximum number of driveways [2]	1 per street frontage		2

DRAFT

Side yard setback for driveways [2]	5 feet		
Required driveway surface [2]	Bituminous or Concrete		Bituminous, Concrete, or Class V
Accessory structure setbacks:			
Front [1]	25 feet or same as principal structure, whichever is greater	30 feet or same as principal structure, whichever is greater	40 feet or same as principal structure, whichever is greater
Rear	5 feet		
Side	5 feet	6 feet	10 feet
Side Corner	25 feet	30 feet	40 feet

[1] Refer to section 117-349 for additional front yard setback provisions for lots two acres and greater in size.

[2] A zoning permit is required to install any driveway that is not associated with work requiring a building permit.

[3] To be eligible for the reduced rear yard setback, the entire rear property line must adjoin the parcel zoned as park.

For lots located within the MUSA where adjacent structures existing as of July 1, 2002, have a different setback from that required herein, the front yard setback shall conform to the prevailing setback of adjacent structures. If adjacent structures have different setbacks from one another, the minimum front yard shall be the average of the two adjacent structures.

(e) Reserved.

(f) *Resubdivision plans.* All new development proposals in the rural developing area must prepare a resubdivision plan in accordance with article III of this chapter. This plan shall demonstrate how the subject property might be re-subdivided in the future, when and if urban services are brought to the property. The resubdivision plan should be used to help guide the design of the plat itself. The plan must include the following information:

(1) Potential future lots, including the location of house pads.

(2) Potential future streets, particularly future connections to existing streets on adjacent parcels.

(3) Potential greenway or open space areas.

(4) Other information as required by the city council.

(g) General R-1 residential performance standards.

(1) Fences.

a. *Height.* Fencing or walls (except retaining walls) located in the required front yard setback shall not exceed four feet in height except for "ornamental fences" as defined in section 117-1. Fencing or walls located in the side or rear yard shall not exceed eight feet in height. A zoning permit is required for all fences that are not addressed by the Minnesota State Building Code.

b. *Materials and construction.* Fences shall be constructed in a workmanlike manner and of substantial material reasonably suited for its intended purpose. Fencing material shall consist only of wood, chain link, wrought iron, maintenance free vinyl, aluminum, or steel. Any other material must be approved by the zoning administrator prior to installation.

1. No boards, planks, or panels shall be larger than 12 inches in width.

DRAFT

2. Link fences shall be constructed such that no barbed ends shall be at the top.

(i) Agricultural uses.

A. Fences may be constructed of barbless wire or have the capability to carry an electric charge to accommodate agricultural activities and the raising of livestock and animals as defined by chapter 10, Animals. Lots of record as of July 1, 2002, within the MUSA that are currently used for agricultural activities or the raising of livestock and animals also qualify under this provision.

B. Electric fences must be set back a minimum of three feet from property lines and must be posted as being electric.

C. A sketch drawing shall be submitted to the city showing the proposed location of an electric fence.

3. Fence framing must face inward on the fence owner's lot.

c. *Location.* Fencing must be located 100 percent on the fence owner's lot and it is the responsibility of the fence owner to accurately locate property boundaries.

1. For corner lots, no fence shall be located within the vision clearance triangle as described in section 117-348.

2. The zoning administrator may require the owner of the property upon which a fence will be constructed to establish the boundary lines of the property by a survey thereof to be made by any registered land surveyor.

(2) *Garbage receptacle storage.* Outdoor garbage receptacles serving multifamily units must be in either the rear or side yard and must be screened from public view and adjacent lots.

(3) Lot landscaping.

a. *Number of plantings.* The minimum number of overstory trees on any given lot shall be as required below:

Required planting types	Required number of plantings
Overstory deciduous/coniferous trees	2 trees per dwelling unit

b. *Minimum size of plantings.* Required trees shall be of the following minimum planting size:

Planting Type	Size
Deciduous trees	1-inch diameter as measured six inches above ground
Coniferous trees	5 feet in height

c. *Planting types.* Acceptable plantings shall be determined by the city planting schedule. The compliment of trees fulfilling the landscaping requirements shall not be less than 25 percent deciduous and not less than 25 percent coniferous.

(4) *Irrigation.* If a landscape irrigation system is provided, the system shall be equipped with the following:

a. Technology that inhibits or interrupts operation of the irrigation system during periods of sufficient moisture (rain sensor).

b. One or more water efficient technologies. This could include, but is not limited to, WasterSense labeled weather-based irrigation controllers, soil moisture sensors, and/or evapotranspiration (ET) sensors.

DRAFT

(5) *Lighting.* Lighting used to illuminate an off-street parking area, sign or structure, shall be arranged to deflect light away from adjacent residential districts or public streets. Bulbs emitting in excess of 3,000 lumens (150 watts) shall be directed so that the bulb is not visible from off the property where the light source is located.

(6) *Exterior building materials.* The type of building materials used on exterior walls on all structures in the R-1 Residential District shall be face brick, natural stone, stucco, aluminum, steel, or vinyl siding, wood, masonite products or other compatible residential materials that may be approved by the city.

(Code 1978, § 9.20.11; Ord. No. 73-9, 6-1-1973; Ord. No. 79-5, 7-1-1979; Ord. No. 79-15, 2-24-1980; Ord. No. 86-2, 8-25-1986; Ord. No. 89-33, 1-29-1990; Ord. No. 96-17, 10-28-1996; Ord. No. 96-23, 1-13-1997; Ord. No. 99-19, 1-17-2000; Ord. No. 02-17, 7-15-2002; Ord. No. 03-21, 8-25-2003; Ord. No. 04-10, 5-17-2004; Ord. No. 04-43, 12-27-2004; Ord. No. 05-03, 4-4-2005; Ord. No. 05-12, 7-25-2005; Ord. No. 05-24, 11-7-2005; Ord. No. 07-05, § 2, 2-13-2007; Ord. No. 09-06, § 2, 4-28-2009; Ord. No. 09-12, § 2, 9-8-2009; Ord. No. 11-01, § 1, 2-8-2011; Ord. No. 15-06, § 2, 4-14-2015; Ord. No. 15-12, § 2, 7-14-2015; Ord. No. 17-04, § 2, 5-9-2017; Ord. No. 18-01, § 2, 3-13-2018; Ord. No. 19-02, § 2, 3-12-2019)

State Law reference— Permitted single-family uses, Minn. Stats. § 462.357, subd. 7.

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

DRAFT

Introduction date:
Posting dates:
Adoption date:
Publication date:
Effective date:

DRAFT

CC Regular Session **7. 3.**

Meeting Date: 07/14/2020

By: Megan Thorstad, Administrative Services

Information

Title:

Adopt Resolution #20-149 Formally Canceling the 2020 Happy Days Festival

Purpose/Background:

In order to abide by Minnesota Governor Walz' current Executive Order to limit outdoor recreational and entertainment events to 250 people or less, while still providing safe, recreational opportunities for Ramsey residents in the midst of a global pandemic, City staff is recommending formally canceling the 2020 Happy Days Festival as it has been traditionally planned. Staff, in turn, will plan a series of smaller, socially-distant events that will not draw crowds greater than 250 and that can be safely completed through mask-wearing, 6 ft. social distancing and other recommendations provided by the State of Minnesota and the Department of Health. Staff recommends renaming the scaled back event *Happy Daze*.

It should also be noted that this resolution is needed to protect the City's current contract obligations and allow staff to enter into negotiations with those vendors to reschedule and/or reformat such events like the 5K and Main Stage Entertainment.

Funding Source:

Parks & Recreation Fund
Happy Days Fund

Recommendation:

It is staff's recommendation to formally cancel the 2020 Happy Days Festival and continue preparations for a series of smaller, socially-distant activities referred to as *Happy Daze*. In addition, staff recommends entering into negotiations with Hello! Booking Inc. to reschedule the Happy Days Main Stage Entertainment performance by G.B. Leighton.

Action:

Motion to adopt resolution #20-149 to do the following:

1) Authorize Staff to formally cancel the Happy Days Festival and continue preparations for a series of smaller, socially-distant activities referred to as Happy Daze; and

2) Authorize Staff to enter into negotiations with Hello! Booking Inc. to reschedule the Happy Days Main Stage Entertainment performance by G.B. Leighton.

Attachments

Resolution 20-149
Happy Daze Draft Schedule 2

Form Review

Inbox	Reviewed By	Date
Colleen Lasher	Colleen Lasher	07/09/2020 01:20 PM
Kurt Ulrich	Kurt Ulrich	07/09/2020 02:39 PM

Form Started By: Megan Thorstad Started On: 07/09/2020 10:34 AM
Final Approval Date: 07/09/2020

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

RESOLUTION #20-149

RESOLUTION FORMALLY CANCELLING THE 2020 HAPPY DAYS FESTIVAL

WHEREAS, Minnesota Governor Tim Walz' current Executive Order 20-56 limits outdoor events and entertainment settings to less than 250 people until further notice; and

WHEREAS, the City Attorney advises passing a Government Mandate to protect the City's investment in its existing Happy Days contracts with Anderson Race Management and Hello! Booking Inc.; and

WHEREAS, this government mandate will allow the City to reschedule its commitment with G.B. Leighton to a later date based on the language in the City's contract with Hello! Booking Inc.; and

WHEREAS, City staff has planned and prepared for a series of smaller, alternative events that could safely meet the Governor's social-distancing guidelines based on the current Executive Order.

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

1. That the Ramsey City Council hereby authorizes Staff to formally cancel the Happy Days Festival and continue preparations for a series of smaller, socially-distant activities referred to as Happy Daze.

2. That the Ramsey City Council hereby authorizes Staff to enter into negotiations with Hello! Booking Inc. to reschedule the Happy Days Main Stage Entertainment performance by G.B. Leighton; and

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

Mayor LeTourneau
Councilmember Riley
Councilmember Musgrove
Councilmember Heinrich
Councilmember Kuzma
Councilmember Menth
Councilmember Specht

and the following voted against the same:

None

and the following abstained:

None

and the following were absent:

None

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 14th day of July, 2020.

Mayor

ATTEST:

City Clerk

Happy Daze

A series of socially-distant events inthe midst of a global pandemic

September 12th, 2020

All Weekend

Family Bike Tour & Scavenger Hunt

Saturday, September 12

Virtual 5K Run	7:30 - 9:00 am
Pancake Breakfast	9:00 - 11:00 am
Car Show	11:00 am - 2:30 pm
Art in the Park	5:30 - 7:30 pm
Food Trucks/Concessions	5:30 - 9:00 pm
Lions Beer Tent	5:30 - 9:00 pm
Live Music & Ice Cream Social with Roadhouse Blue	6:30 - 8:30 pm
Movie in the Park	9:00 - 10:30 pm

Sunday, September 13

9/11 Memorial Golf Tournament	1:00 - 7:00 pm



CC Regular Session **7. 4.**

Meeting Date: 07/14/2020

By: Colleen Lasher, Administrative Services

Information

Title:

Introduce Ordinance 20-15 Approving an Addition to Chapter 54 of the City Code: Traffic and Vehicles (Municipal Parking Ramp Regulations)

Purpose/Background:

The purpose of this case is for the City Council to review the proposed additions to Chapter 54 of the City Code: Traffic and Vehicles. The proposed ordinance amendment would provide regulations to govern the use of the Ramsey Parking Ramp.

The City became aware that the Parking Ramp is being used for activities other than the parking of motor vehicles. Improper or unsanctioned use of the Ramsey Parking Ramp increases wear and tear on the Ramp, and risks harm to the other vehicles parked in the ramp or to the owners of those vehicles. It is the intent of this ordinance to serve the City's interest in preserving the appropriate use of the Ramsey Parking Ramp

The proposed ordinance will give the City the authority, pursuant to authority granted by Minnesota Statutes, Section 462.357, subdivision 1, to restrict and regulate the manner in which the Ramsey Parking Ramp may be used. To date, the City has not had an ordinance in place that provides the necessary enforcement tool to regulate parking in the ramp.

Under the new ordinance, the following parking regulations are proposed:

(1) The sole permitted use of the Ramsey Parking Ramp is the parking of motor vehicles, as that term is defined by this Section, which fit within the marked spaces.

(2) Persons parking in the Ramsey Parking Ramp must abide by all posted signs and all space markings. Spaces reserved for residents of the residential units located on Lot 3, Block 1, COR ONE, Anoka County, Minnesota, shall only be utilized by those residents, subject to this ordinance. Only electric vehicles may park in spaces with vehicle recharging stations. Electric vehicles may only be recharged at designated recharging stations. Bicycles may only be parked in designated areas.

(3) The following shall not be stored or parked in the Ramsey Parking Ramp:
a)Personal property other than permitted motor vehicles.
b)Recreational vehicles, including boats, jet skis, snowmobiles and ATVs.
c)Travel trailers, campers, RVs, motorhomes and the like.
d)Utility trailers, horse trailers, boat trailers, and other trailers.
e)Commercial / business vehicles except as provided in subsection (7) below.

(4) Vehicle maintenance is prohibited in the Ramsey Parking Ramp. Vehicle maintenance includes changing oil, washing cars, or engaging in any other activity involving tools and/or chemical agents, except for changing flat tires, jump starting vehicles and replacing dead batteries.

(5) Electrical outlets (other than those associated with electrical charging stations) in the Ramsey Parking Ramp are for City use only. Outlets shall not be used to plug in vehicles or to provide electrical power for any other private or business use.

(6) No business activities may be conducted in the ramp, except as provided herein. The term business activities include loading and unloading products or goods for commercial purposes; storage of vehicles other than one driven as a personal vehicle; employee parking; and dispatching employees. Temporary use of the Ramp to park a business vehicle for delivery of products or services to City Hall, adjacent businesses, or residents of Residence at the COR Apartment Homes are excluded from this prohibition.

(7) Any vehicle violating this section may be towed at the owner's expense, and any personal property violating this section may be removed. Violation of this section is a petty misdemeanor. Violators of this section may also receive a citation, in accordance with Section 2-333 of this Code.

Funding Source:
Not applicable

Recommendation:
Staff is recommending the City Council introduce and finally adopt the attached ordinance to establish an ordinance governing the use of the Ramsey Parking Ramp.

Action:
Motion to introduce Ordinance #20-15 adding to Chapter 54 of the City Code: Traffic and Vehicles

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Attachments

Ordinance 20 15

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	07/09/2020 04:02 PM
Form Started By: Colleen Lasher		Started On: 07/08/2020 05:49 PM
Final Approval Date: 07/09/2020		

ORDINANCE #20-15

CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA

AN ADDITION TO CHAPTER 54 OF THE CITY CODE:
TRAFFIC AND VEHICLES

AN ORDINANCE GOVERNING THE USE OF THE RAMSEY PARKING RAMP

The City of Ramsey ordains:

SECTION 1 – PURPOSE

The Ramsey Parking Ramp was constructed to provide for the parking of motor vehicles by the general public, visitors to City Hall, City staff, residents of the adjoining residential units (Residence at the COR Apartment Homes), adjoining business space, and for Park and Ride users. Recently, the City became aware that the Parking Ramp is being used for activities other than the parking of a motor vehicle. Improper or unsanctioned use of the Ramsey Parking Ramp increases wear and tear on the Ramp, and risks harm to the other vehicles parked in the ramp or to the owners of those vehicles. It is the intent of this ordinance to serve the City's interest in preserving the appropriate use of the Ramsey Parking Ramp

SECTION 2 - AUTHORITY

Pursuant to authority granted by Minnesota Statutes, Section 462.357, subdivision 1, the City of Ramsey hereby restricts and regulates the manner in which the Ramsey Parking Ramp may be used.

SECTION 3 - City Code Section 54-41 is added as follows:

Section-54-41. RAMSEY PARKING RAMP

(a) Definitions.

As used herein, the term *motor vehicle* is specifically limited to automobiles and motorcycles.

Ramsey Parking Ramp refers to the municipal parking ramp adjacent to City Hall. The legal description of the *Ramsey Parking Ramp* is Lot 2, Block 1, COR ONE, Anoka County, Minnesota.

(b) Parking Regulations.

(1) The sole permitted use of the Ramsey Parking Ramp is the parking of motor vehicles, as that term is defined by this Section, which fit within the marked spaces.

(2) Persons parking in the Ramsey Parking Ramp must abide by all posted signs and all space markings. Spaces reserved for residents of the residential units located on Lot 3, Block 1, COR ONE, Anoka County, Minnesota, shall only be utilized by those residents, subject to this ordinance. Only electric vehicles may park in spaces with vehicle recharging stations. Electric vehicles may only be recharged at designated recharging stations. Bicycles may only be parked in designated areas.

(3) The following shall not be stored or parked in the Ramsey Parking Ramp:

a) Personal property other than permitted motor vehicles.
b) Recreational vehicles, including boats, jet skis, snowmobiles and ATVs.
c) Travel trailers, campers, RVs, motorhomes and the like.
d) Utility trailers, horse trailers, boat trailers, and other trailers.
e) Commercial / business vehicles except as provided in subsection (7) below.

(4) Vehicle maintenance is prohibited in the Ramsey Parking Ramp. Vehicle maintenance includes changing oil, washing cars, or engaging in any other activity involving tools and/or chemical agents, except for changing flat tires, jump starting vehicles and replacing dead batteries.

(5) Electrical outlets (other than those associated with electrical charging stations) in the Ramsey Parking Ramp are for City use only. Outlets shall not be used to plug in vehicles or to provide electrical power for any other private or business use.

(6) No business activities may be conducted in the ramp, except as provided herein. The term business activities include loading and unloading products or goods for commercial purposes; storage of vehicles other than one driven as a personal vehicle; employee parking; and dispatching employees. Temporary use of the Ramp to park a business vehicle for delivery of products or services to City Hall, adjacent businesses, or residents of Residence at the COR Apartment Homes are excluded from this prohibition.

(7) Any vehicle violating this section may be towed at the owner's expense, and any personal property violating this section may be removed. Violation of this section is a petty misdemeanor. Violators of this section may also receive a~~n~~ citation, in accordance with Section 2-333 of this Code.

(c) Severability. Should any section, subdivision, clause, or other provision of this chapter be held invalid by any court of competent jurisdiction, such decision shall not affect the validity of this Title as a whole, or of any part thereof, other than the part held to be invalid.

SECTION 4 - EFFECTIVE DATE

This Ordinance shall be effective immediately upon its passage and publication.

ADOPTED this _____ day of _____, 2020, by the City Council of the City of Ramsey.

CITY OF RAMSEY

By: _____
John LeTourneau, Mayor

ATTEST:

_____
Collen Lasher, City Clerk

CC Regular Session **7. 5.**

Meeting Date: 07/14/2020

By: Colleen Lasher, Administrative Services

Information

Title:

Motion to Update the Remote Attendance Policy

Purpose/Background:

The current remote attendance policy was approved at the April 23, 2019 City Council meeting. The current policy significantly restricts the number of times an eligible user can can participate remotely. As technology has improved there may be value in approving a less restrictive policy.

The standards for remote meeting attendance as provided by state law are included in the attached City Attorney's memo. However, since the time of the City Attorney's memo, Section 13D.02 was amended twice (2019 and 2020). It should be noted that all recent and future changes in the law will supersede the policy. The amendments changed the following: 1) Roll call votes are now required. (Previously, regular voice votes were sufficient), and 2) Previously, it was required that the public official who is attending remotely had to allow the public to participate from that remote location, wherever that is. Now, the location does not have to be public IF the member is in the military and is at a required drill, deployed or on active duty, OR the member has been advised by a health care professional to not be in a public place and a state of emergency exists (or did exist within 60 days). These two exceptions can only be used up to three times in a calendar year. If those exceptions do not apply, the regular rule requiring public access at the remote location still applies. The remaining provisions of section 13D.02 remain in place. Under all circumstances, the Remote Attendance Policy will follow state law.

The current policy restricts remote participation to one member per meeting, twice annually, per member. Staff anticipates the potential need to revise the policy to allow for greater flexibility of the policy, while still abiding by state law. The recommended revised policy is attached.

Recommended changes to the policy include:
1) Added draft language:

- OTHER MEETING PARTICIPANTS: City staff, applicants, and other meeting participants may attend meetings remotely and are not subject to the policy or statutory limitations outlined within this policy.

2) Revised draft language:

- MAXIMUM REMOTE ATTENDEES: There will be no maximum number of remote attendees so long as at least one (1) City Councilmember or member of a formally established commission of the City is physically present. In the event that all members request remote attendance, eligible participants for any particular meeting will be determined by the order in which notification was received by the City Administrator.
- ANNUAL USE: An eligible user may attend via interactive television, an unlimited number of times per year, contingent upon the general expectation that individuals will make every practical attempt to be physically present

Please see the attached marked-up draft for additional details.

Funding Source:

No additional funding is required.

Recommendation:

Staff recommends approving the updated Remote Attendance Policy.

Action:
Motion to approve an updated remote attendance policy.

Attachments

Draft Updated Policy
2019 Remote Attendance Policy
Attorney Memo
Chapter 74 Laws
Chapter 33 Laws

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	07/09/2020 03:41 PM
Form Started By: Colleen Lasher		Started On: 07/08/2020 10:27 AM
Final Approval Date: 07/09/2020		

CITY OF RAMSEY

Policy Regarding Remote Attendance and Participation in Council and Commission Meetings

ADOPTED BY CC 04/23/2019

SECTION 1: SCOPE

A. BACKGROUND: The City of Ramsey seeks to develop guidelines to promote transparent and orderly use of electronic technology that allows Council and commission members to attend meetings from a remote location. Electronic audio/video attendance options continue to advance and evolve, along with the laws that govern such attendance. Generally speaking, the city may adopt regulations that are more restrictive (not more lenient) than those provided by state law.

B. PURPOSE: The purpose of this policy is to create guidelines governing the remote attendance and participation of members at Council and Commission meetings. Advance notifications and limits are established in order to provide proper notification to the public, and to allow the City to arrange the appropriate technology to cover the meeting. The general expectation is that individuals will make every practical attempt to be physically present and that the purpose of this policy is to allow for exceptions when the member is unable to physically attend a meeting.

C. OTHER MEETING PARTICIPANTS: City staff, applicants, and other meeting participants may attend meetings remotely and are not subject to the policy or statutory limitations outlined within this policy.

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SECTION 2: CRITERIA/PROCEDURE

A. ELIGIBLE USERS: Members of the City Council and members of any formally established commission of the City.
B. APPLICATION: Eligible users may attend and participate in any regular meeting of their respective Council or commission in accordance with this policy.
C. NOTIFICATION: Eligible Users wishing to participate via interactive television or other electronic medium shall notify the City Administrator, in writing, no earlier than ten (10) days, and no later than 72 hours prior to the meeting. The name and location of eligible members attending a meeting via electronic medium shall be posted in conjunction with, and in the same manner as, the regular agenda.

D. MAXIMUM REMOTE ATTENDEES: There will be no maximum number of remote attendees so long as at least one (1) City Councilmember or member of a formally established commission of the City is physically present. ~~No more than one (1) eligible user may participate in any single meeting via electronic medium.~~ In the event that all members request remote attendance, e~~E~~ligible participants for any particular meeting will be determined by the order in which notification was received by the City Administrator.

E. ANNUAL USE: An eligible user may attend via interactive television, an unlimited number of times per year, contingent upon the general expectation that individuals will make every practical attempt to be physically present ~~maximum of two (2) regular meetings via interactive television per year.~~

F. OTHER: Remote attendance and participation at any public meeting shall be in full compliance with the Open Meeting Law (OML), Minnesota Statutes section 13D.02, subdivision 1. All members of the public showing up at a remote location must be able to see and hear all discussion and votes. All members of the body must be able to see and hear one another, as well as the public.

G. EXCEPTIONS: The requirements of this policy may be waived in the event of an emergency as defined by state statute.

H. DECORUM: It is expected that all members attending remotely will conduct himself or herself in a professional manner, and attend only from meeting locations that are suitable for the proper conduct of professional business.

I. EXPENSES: Members attending remotely will cover all extraordinary costs necessary for the connection.

J. TECHNOLOGY: Remote meeting attendees shall comply with all technological and security standards as established by QCTV and the City's Information Technology staff.

CITY OF RAMSEY
Policy Regarding Remote Attendance and Participation in Council and Commission Meetings

ADOPTED BY CC 04/23/2019

SECTION 1: SCOPE

A. BACKGROUND: The City of Ramsey seeks to develop guidelines to promote transparent and orderly use of electronic technology that allows Council and commission members to attend meetings from a remote location. Electronic audio/video attendance options continue to advance and evolve, along with the laws that govern such attendance. Generally speaking, the city may adopt regulations that are more restrictive (not more lenient) than those provided by state law.

B. PURPOSE: The purpose of this policy is to create guidelines governing the remote attendance and participation of members at Council and Commission meetings. Advance notifications and limits are established in order to provide proper notification to the public, and to allow the City to arrange the appropriate technology to cover the meeting. The general expectation is that individuals will make every practical attempt to be physically present and that the purpose of this policy is to allow for exceptions when the member is unable to physically attend a meeting.

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D. MAXIMUM ATTENDEES: No more than one (1) eligible user may participate in any single meeting via electronic medium. Eligible participants for any particular meeting will be determined by the order in which notification was received by the City Administrator.

E. ANNUAL USE: An eligible user may attend a maximum of two (2) regular meetings via interactive television per year.

F. OTHER: Remote attendance and participation at any public meeting shall be in full compliance with the Open Meeting Law (OML), Minnesota Statutes section 13D.02, subdivision 1. All members of the public showing up at a remote location must be able to see and hear all discussion and votes. All members of the body must be able to see and hear one another, as well as the public.

G. EXCEPTIONS: The requirements of this policy may be waived in the event of an emergency as defined by state statute.

H. DECORUM: It is expected that all members attending remotely will conduct himself or herself in a professional manner, and attend only from meeting locations that are suitable for the proper conduct of professional business.

I. EXPENSES: Members attending remotely will cover all extraordinary costs necessary for the connection.

J. TECHNOLOGY: Remote meeting attendees shall comply with all technological and security standards as established by QCTV and the City's Information Technology staff.

MEMORANDUM

Ratwik, Roszak & Maloney, P.A.

TO: Kurt Ulrich

FROM: Joseph J. Langel, City Attorney

DATE: February 6, 2018

RE: Remote attendance at public meetings

You indicated that elected and/or appointed officials in Ramsey inquired about whether and how they can attend public meetings remotely. This inquiry raised some related questions as well, which are discussed below.

Issues

1. What options are available under the Open Meeting Law?
2. Are there any restrictions?
    a. How many members can be absent at the same time?
    b. Are there specific requirements at the remote location?
    c. Are there specific requirements at the regular location?
3. How does this impact voting rights and quorum requirements?
4. Are there special notice requirements if one or more members are attending remotely?

Discussion

1. Remote Options Available under the OML

The Open Meeting Law (OML), Minnesota Statutes section 13D.02, subdivision 1, allows a meeting to be conducted by interactive television. In Minnesota Department of Administration Advisory Opinion 13-009, the use of Skype was deemed suitable under the OML, given its similarity to interactive television. It is likely that software similar to Skype, such as FaceTime, would also be allowed under these provisions.

Note that the ability to use "a telephone or other electronic means" is available only to state agencies. *Minn. Stat. § 13D.015.* The League has suggested that this option be broadened to include cities, but that has not occurred. Consequently, only the "interactive television" option, or its equivalent, is available to cities, meaning combined audio-visual is required; having a member on speaker phone does not suffice.

730 Second Avenue South, Suite 300, Minneapolis, MN 55402 p (612) 339-0060 • f (612) 339-0038 • www.ratwiklaw.com

2. Restrictions on Remote Options

a. How many members can be absent at the same time?

As long as one member is physically present at the regular meeting location, the rest of the council, board or commission can appear via one or more remote links.

b. Are there specific requirements at the remote location?

The remote location that a member is participating from is to be open and accessible to the public. *Minn. Stat. 13D.02 subd. 1(4)*. According to Advisory Opinion 13-009, this location can be outside the city. It is not required that the location be convenient for city residents; it just has to be open to the public. This can get a little awkward when the remote attendee is in a hotel room or relative's home and should be taken into consideration when choosing the remote location. Any member of the public showing up at the remote location must be able to see and hear all discussion and votes, which means the remote member may be sharing a computer screen with someone.

Note that *all* members of the body must be able to hear and see one another. This must be taken into account when considering camera and screen placement in the room. If there are two or more remote attendees, this can create substantial technical issues that must be worked out prior to the meeting.

Not only can the public be present at the regular meeting site and the remote site, the OML also allows the public to "monitor" the meeting electronically from a remote location "to the extent practical" if interactive television or its equivalent is being used. Any incremental costs incurred by the City to make that available may be charged to the person requesting it.

c. Are there specific requirements at the regular location?

At the regular location, both the public and the other members must be able to hear and see the member attending the meeting remotely. This may require more than one screen, depending on the room layout.

3. How does this impact voting rights and quorum requirements?

Voting rights are not impacted by remote attendance and a member attending remotely is considered present at the meeting for purposes of determining a quorum.

4. Are there special notice requirements if one or more members are attending remotely?

If interactive television or its equivalent are used, the city "shall provide notice of the regular meeting location and notice of any site where a member of the public body will be participating in the meeting." *Minn. Stat. § 13D.02, subd. 4.* The timing and method of notice is the same as with any other meeting of that kind (i.e., regular, special or emergency). Note, however, that if a regular meeting location changes (which would be the case if someone is attending remotely), notice must given in the same manner as a special meeting, meaning posted three days before the date of the meeting and mailed to whomever requested such notices. *Minn. Stat. § 13D.04.*

As a practical matter, this means that the member who is to appear remotely must inform City staff of the site where he or she will be for the meeting, and do so early enough that staff can post and mail a timely notice.

This document represents the act as presented to the governor. The version passed by the legislature is the final engrossment. It does not represent the official 2020 session law, which will be available here summer 2020.

Key: (1) ~~language to be deleted~~ (2) new language

CHAPTER 74--H.F.No. 4556

An act relating to state government; providing for COVID-19 policy and certain other policy changes; extending certain deadlines; covering certain COVID-19 health expenses; providing temporary emergency authority; expanding usage of electronic communication, applications, and signatures; appropriating additional money for grants to Second Harvest Heartland to purchase commodities from Minnesota farmers; modifying certain vehicle registration provisions; allowing nonposting of tax delinquency and suspension of nondelivery of liquor or beer related to delinquency; modifying certain treatment provisions; correcting errors in health and human services appropriations; making forecast adjustments; requiring reports; amending Minnesota Statutes 2018, sections 168.013, by adding a subdivision; 245F.03; 245F.04, by adding a subdivision; 254B.03, subdivision 1; 299C.46, subdivision 3; Minnesota Statutes 2019 Supplement, sections 13D.02, subdivision 1; 168.013, subdivision 1a; 254A.03, subdivision 3; 256B.0759, subdivisions 3, 4; Laws 2019, First Special Session chapter 1, article 1, section 2, subdivision 5; Laws 2019, First Special Session chapter 9, article 14, section 2, subdivisions 2, 24, 30, 31, by adding a subdivision; Laws 2020, chapter 71, article 2, section 15, subdivision 3, by adding subdivisions; proposing coding for new law in Minnesota Statutes, chapter 524; repealing Minnesota Statutes 2019 Supplement, section 254B.03, subdivision 4a; Minnesota Rules, parts 9530.6600, subparts 1, 3; 9530.6605, subparts 1, 2, 3, 4, 5, 8, 9, 10, 11, 12, 13, 14, 21a, 21b, 24a, 25, 25a, 26; 9530.6610, subparts 1, 2, 3, 5; 9530.6615; 9530.6620; 9530.6622; 9530.6655.

BE IT ENACTED BY THE LEGISLATURE OF THE STATE OF MINNESOTA:

ARTICLE 1

COVID-19 POLICY

Section 1. Minnesota Statutes 2019 Supplement, section 13D.02, subdivision 1, is amended to read:

Subdivision 1. **Conditions.** (a) A meeting governed by section 13D.01, subdivisions 1, 2, 4, and 5, and this section may be conducted by interactive television so long as:

(1) all members of the body participating in the meeting, wherever their physical location, can hear and see one another and can hear and see all discussion and testimony presented at any location at which at least one member is present;

(2) members of the public present at the regular meeting location of the body can hear and see all discussion and testimony and all votes of members of the body;

(3) at least one member of the body is physically present at the regular meeting location; ~~and~~

(4) all votes are conducted by roll call so each member's vote on each issue can be identified and recorded; and

(5) each location at which a member of the body is present is open and accessible to the public.

(b) A meeting satisfies the requirements of paragraph (a), although a member of the public body participates from a location that is not open or accessible to the public, if the member has not participated more than three times in a calendar year from a location that is not open or accessible to the public, and:

(1) the member is serving in the military and is at a required drill, deployed, or on active duty; ~~and~~ or

~~(2) the member has not participated more than three times in a calendar year from a location that is not open or accessible to the public.~~

(2) the member has been advised by a health care professional against being in a public place for personal or family medical reasons. This clause only applies when a state of emergency has been declared under section 12.31, and expires 60 days after the removal of the state of emergency.

EFFECTIVE DATE. This section is effective the day following final enactment.

Sec. 2. **[524.2-503] HARMLESS ERROR.**

CHAPTER 33--H.F.No. 281

An act relating to Open Meeting Law; modifying requirements for attendance by interactive television; amending Minnesota Statutes 2018, section 13D.02, subdivisions 1, 2, by adding a subdivision.

BE IT ENACTED BY THE LEGISLATURE OF THE STATE OF MINNESOTA:

Section 1. Minnesota Statutes 2018, section 13D.02, subdivision 1, is amended to read:

Subdivision 1. **Conditions.** (a) A meeting governed by section 13D.01, subdivisions 1, 2, 4, and 5, and this section may be conducted by interactive television so long as:

(1) all members of the body participating in the meeting, wherever their physical location, can hear and see one another and can hear and see all discussion and testimony presented at any location at which at least one member is present;

(2) members of the public present at the regular meeting location of the body can hear and see all discussion and testimony and all votes of members of the body;

(3) at least one member of the body is physically present at the regular meeting location; and

(4) each location at which a member of the body is present is open and accessible to the public.

(b) A meeting satisfies the requirements of paragraph (a), although a member of the public body participates from a location that is not open or accessible to the public if:

(1) the member is serving in the military and is at a required drill, deployed, or on active duty; and

(2) the member has not participated more than three times in a calendar year from a location that is not open or accessible to the public.

Sec. 2. Minnesota Statutes 2018, section 13D.02, subdivision 2, is amended to read:

Subd. 2. **Members are present for quorum, participation.** Each member of a body participating in a meeting by ~~electronic means~~ interactive television is considered present at the meeting for purposes of determining a quorum and participating in all proceedings.

Sec. 3. Minnesota Statutes 2018, section 13D.02, is amended by adding a subdivision to read:

Subd. 6. **Record.** The minutes for a meeting conducted under this section must reflect the names of any members appearing by interactive television and state the reason or reasons for the appearance by interactive television.

Presented to the governor May 17, 2019

Signed by the governor May 17, 2019, 5:51 p.m.

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CC Regular Session **7. 6.**

Meeting Date: 07/14/2020

Submitted For: Sean Sullivan, Community Development

By: Sean Sullivan, Community Development

Information

Title:

Adopt Resolution #20-143 Approving Second Addendum to Lease with Youth First Community of Promise for Use of Outdoor Areas - **Please Note: This case was moved from the Consent Agenda (5.10) to the Regular Agenda.**

Purpose/Background:

Purpose: Consider addendum to existing lease that allows the permitted the use of adjacent vacant lot (Outlot A, Deal Industrial Park) until December 31, 2021.

Background: Youth First Community of Promise has been using the adjacent lot to the building it leases at 6701 Hwy 10 for outdoor activities during the term of its current lease. Over the years these activities have included volleyball, soccer, gardening and other activities for the students in their community program. The garden is a popular use and Youth First has requested to put up a small shed next to the existing garden to keep its tools and other needed supplies. Staff was processing the permit/request to put up the temporary shed and discovered that the current lease did not specify the use of the adjacent parcel. In order to "clean-up" the lease and to allow for the erecting of a temporary garden shed, an addendum allowing this use is required.

Notification:

N/A

Observations/Alternatives:

Observations:

City Staff has worked with the City Attorney to draft a Second Addendum to the existing lease that would allow for the use of the Outlot A, Deal Industrial Park until the current lease ends on December 31, 2021. When it comes time to renegotiate a potential future lease the use of of the adjacent outlot should be clearly outlined.

Key Addendum Terms

- Rent - Included in the $1.00 existing lease
- Term - Terminates when current lease ends December 31, 2021.
- Liability - Liability Insurance to be provided by Youth First Community of Promise
- Use - The Vacant Lot may only be used for gardening, including the erection of a temporary shed as permitted in writing by the City, and for outdoor recreation, consistent with and in support of Tenant's educational and outreach programs. No additional structures of any kind may be built on the Vacant Lot. Any other use of the Vacant Lot must be approved in writing by Landlord prior to commencing such use. Proper "social distancing" needs to be utilized.

Alternatives:

1. Approve Resolution #20-143 Approving Second Addendum to Lease with Youth First Community of Promise (As presented)
2. Approve Resolution #20-143 Approving Second Addendum to Lease with Youth First Community of Promise (With Modifications)
3. No Action - (Do not lease adjacent lot to Youth First Community of Promise)

Funding Source:

The City is foregoing potential lease revenue (for the RALF Fund) that could be generated from the market rate leasing of this space. However it is unlikely that this parcel could be leased by anyone else aside from Youth First Community of Promise.

Recommendation:

Staff recommend adoption of Resolution #20-143 as presented.

Action:

Motion to Approve Resolution #20-143 Approving Second 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.

Attachments

Site Location Map
ACTION - Resolution #20-143
ACTION - Draft Second Addendum
Executed 1st Addendum
Executed Original Lease

Form Review

Inbox	Reviewed By	Date
Tim Gladhill	Sean Sullivan	07/06/2020 03:38 PM
Sean Sullivan (Originator)	Sean Sullivan	07/06/2020 03:41 PM
Tim Gladhill	Tim Gladhill	07/09/2020 07:57 AM
Kurt Ulrich	Kurt Ulrich	07/09/2020 02:55 PM
Form Started By: Sean Sullivan		Started On: 07/02/2020 11:15 AM
Final Approval Date: 07/20/2020		

Site Map - Youth First Addendum



Print Date: July 6, 2020

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

RESOLUTION #20-143

RESOLUTION APPROVING SECOND ADDENDUM TO LEASE WITH YOUTH FIRST COMMUNITY OF PROMISE

WHEREAS, the City of Ramsey (the "Landlord") executed a Lease Agreement (the "Agreement") with Youth First Community of Promise (the "Tenant") on October 26, 2016 to lease the southerly 4,820 square feet of 6701 Hwy 10 (the "Current Property") from January 1, 2017 until December 31, 2021; and

WHEREAS, the City of Ramsey (the "Landlord") executed an Addendum the Lease Agreement (the "Addendum") with Youth First Community of Promise (the "Tenant") on June 9, 2020 to lease the West 4,820 square feet of 6701 Hwy 10 (the "Temporary Lease Property") from June 15, 2020 until August 31, 2020; and

WHEREAS, the Tenant has requested to erect a temporary shed next to the garden on Outlot A, Deal Industrial Park (the "Vacant Adjacent Lot"); and

WHEREAS, the City Attorney has drafted a Second Addendum to the Lease Agreement (the "Second Addendum") outlining the terms and conditions of the lease and use of the Vacant Adjacent Lot.

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 authorizes the Mayor and City Administrator to execute the attached Second Addendum to the Lease Agreement; subject to City Attorney approval.

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

and the following voted against the same:

and the following abstained:

and the following were absent:

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 14th day of July, 2020.

_____
Mayor

ATTEST:

_____
City Clerk

SECOND ADDENDUM
TO
LEASE AGREEMENT

This Second Addendum to the Lease Agreement dated October 26, 2016, by and between **Youth First Community of Promise** and the **City of Ramsey**, is effective July _____, 2020.

Recitals

A. Tenant rents 4,820 square feet of space in Landlord's building located at 6701 Highway 10 Northwest.

B. The adjacent vacant property to the southeast is owned by Landlord and legally described as follows (the Vacant Lot):

> Outlot A, Deal Industrial Park, County of Anoka, State of Minnesota.
>
> PID 34-32-25-12-0010

C. Tenant uses the Vacant Lot for gardening and outdoor recreational purposes, and desires to erect a temporary shed on the parcel.

D. Landlord requires that Tenant's use be memorialized in this Second Addendum and be subject to the terms and conditions set forth below.

Agreement

1. **Leased Outdoor Space.** Tenant seeks to rent from Landlord, and Landlord agrees to rent to Tenant, subject to the terms contained herein.

2. **Term.** This Second Addendum runs concurrently with the term of the Lease Agreement, unless otherwise terminated earlier by Landlord or Tenant.

3. **Use.** The Vacant Lot may only be used for gardening, including the erection of a temporary shed as permitted in writing by the City, and for outdoor recreation, consistent with and in support of Tenant's educational and outreach programs. No additional structures of any kind may be built on the Vacant Lot. Any other use of the Vacant Lot must be approved in writing by Landlord prior to commencing such use.

4. **Rent.** Tenant covenants and agrees to pay to Landlord at the Landlord's office without demand rent in the amount of one dollar.

5. **Additional Rent.** In addition to the Rent set forth in Paragraph 4 of this Addendum, Tenant covenants and agrees to pay as additional rent all monies required to be paid by Tenant as set forth in the balance of this Addendum.

Specifically, but not by way of limitation, the reasonable value of any action taken or materials used by Landlord to correct or mitigate any violations of this Second Addendum by the Tenant shall be deemed additional rent and charged to Tenant payable with the Rent as set forth in Paragraph 4.

6. **Real Estate Taxes and Special Assessments.** Landlord is responsible for the payment of all real estate taxes and special assessments pertaining to the Vacant Lot during the Lease Term.

7. **Maintenance.** Tenant shall generally maintain the Vacant Lot in a neat and orderly manner. Landlord is responsible for mowing the property as deemed necessary by the Landlord.

8. **Tenant Improvements.** Other than a small shed as referenced in Paragraph 3, Tenant shall not erect any structures or otherwise make any improvements to the Vacant Lot without written permission from Landlord.

9. **Assignment or Subletting.** Tenant may not assign, transfer, mortgage or encumber this Second Addendum and may not sublet, rent or permit occupancy or use of the Vacant Lot, or any part thereof, by any third party; no assignment or transfer of this Second Addendum or the Lease Agreement shall be effectuated voluntarily, by operation of law, or otherwise. Any of the foregoing will hereinafter be referred to as an "Assignment" for purposes of this Second Addendum.

10. **Entry by Landlord.** Landlord or its agents or representatives may enter the Vacant Lot at all reasonable hours to inspect the same, clean, make repairs, alterations and additions thereto or exhibit the Vacant Lot to prospective tenants, purchasers or others, or for other reasonable purposes as Landlord may deem necessary or desirable, and Tenant shall not be entitled to any abatement or reduction of Rent, or any other sums due. Tenant waives any claim for damages or for any injury or inconvenience or for interference with Tenant's business, and any other loss occasioned thereby.

11. **Default.** If Tenant defaults for 10 days after written notice from Landlord in paying any Rent, including additional rent, or if Tenant shall be declared bankrupt or insolvent according to law or if Tenant shall make an assignment for the benefit of its creditors or if Tenant shall violate or default in any other covenants, agreements, stipulations or conditions herein and such violation or default shall continue for ten 10 days after written notice from Landlord of such violation or default, then and in such case Landlord lawfully may immediately, or at any time thereafter, and without notice or demand, enter into and upon the Vacant Lot, or any part thereof, in the name of the whole, and repossess the same and expel Tenant and those claiming under it and remove their effects, forcibly if necessary, without being taken or deemed to be guilty of any manner of trespass, and prejudice, and Landlord shall have all remedies and recourse which might

otherwise be used by Landlord for arrears of Rent or any breach of covenants contained in this Second Addendum.

12. **Quiet Enjoyment.** Landlord covenants and agrees to allow Tenant to peacefully have, hold and enjoy the Vacant Lot during the Second Addendum Term, provided that Tenant pays the Rent set forth herein and performs all of Tenant's other agreements and obligations set forth herein.

13. **Nuisance.** Tenant shall conduct its business and control its agents, employees, invitees and visitors in such a manner as not to create waste, odors, nuisance, or interfere with, annoy or disturb any other tenant of Landlord.

14. **Hold Harmless and Liability Insurance.** Except in the case of the negligence of Landlord, its agents or its employees, Tenant agrees to indemnify, save, hold harmless and defend Landlord against all claims, losses or liabilities for injury or death to any person or for damage to or loss of use of any property arising or resulting from the occupancy or use by Tenant of the Vacant Lot. Landlord shall not be liable to Tenant, its agents, employees, representatives, customers or invitees for any personal injury, death or damage to property caused by theft, burglary, water, gas, electricity, fire or for any other cause occurring on or about the Vacant Lot. All property kept, stored or maintained in the Vacant Lot shall be so kept, stored or maintained at the sole risk of the Tenant. Tenant further agrees to indemnify, defend and hold harmless Landlord from and against any and all claims arising from any breach or default in the performance of any obligation on Tenant's part to be performed under the terms of this Second Addendum. Further, in no event shall Landlord be liable for damages caused by Tenant or Tenant's employees or agents. The provisions of this Paragraph shall survive the expiration or termination of this Second Addendum with respect to any damage, injury, death, breach or default occurring prior to such expiration or termination.

    During the Second Addendum Term and any extension thereof, Tenant shall at all times have in full force and effect a policy of general public liability insurance in the amount of the greater of $2,000,000.00 per occurrence or the maximum liability for tort liability pursuant to Minnesota Statutes Section 466.04 and any amendments thereto, which insurance shall insure Landlord and Tenant against liability for acts of Landlord and Tenant.

15. **Holding Over.** If Tenant remains in possession of the Vacant Lot, or any part thereof, after the expiration or termination of the Second Addendum Term with the express written consent of Landlord, Tenant shall be deemed to be occupying the Vacant Lot as a Tenant at will, subject to all the conditions, provisions and obligation of this Second Addendum insofar as the same can be applicable to a tenant at will. In the event of holding over by Tenant after expiration or termination of this Second Addendum without the written consent of Landlord, Tenant shall be in breach of this Second Addendum and Landlord shall be entitled

to all of its rights and remedies under this Second Addendum, in law, or in equity. No holding over by Tenant after the Second Addendum Term shall operate to extend the Second Addendum Term or renew this Second Addendum. In the event of any unauthorized holding over, Tenant shall indemnify Landlord against all claims for damages by any other tenant to whom Landlord may have leased all or any part of the Vacant Lot covered hereby effective upon the expiration or termination of the Second Addendum.

16. **Surrender.** At the termination of this Second Addendum, Tenant shall surrender the Vacant Lot to Landlord with the shed removed at Tenant's cost.

17. **Eminent Domain.** If the entire Vacant Lot is taken by any public authority under the power or threat of eminent domain, then the term of this Second Addendum shall cease as of the day possession shall be taken by such public authority, and the Landlord shall make a pro rata refund of any Rent that has been paid in advance by Tenant for a period beyond the date of the taking. In the event that less than the entire Vacant Lot is so taken and provided the Vacant Lot are not rendered untenable thereby, then this Second Addendum shall terminate only at the option of the Landlord. In the event that only a part of the Vacant Lot is so taken and that this Second Addendum does not so terminate, there shall be a pro rata reduction in Rent to the extent that such taking interferes in any way with Tenant's use of the Vacant Lot, and all other terms and provisions of this Second Addendum shall remain in full force and effect. All damages awarded for such taking shall belong to and be the property of the Landlord, irrespective of the basis on which they were awarded.

18. **Subordination.** Tenant agrees that, at the Landlord's election, this Second Addendum shall be subordinate to any land lease or mortgage now on or to be placed in the future on the Vacant Lot and to any and all advances to be made thereunder and to the interest thereon and to all renewals, replacements and extensions thereof, provided that such subordination shall not materially affect either party's obligations under this Second Addendum. Tenant hereby appoints Landlord as its attorney-in-fact to execute such documents as may be required to accomplish such subordination.

19. **No Waiver.** No reference to any specific right or remedy shall preclude Landlord from exercising any other right or from having any other remedy or from maintaining any action to which it may otherwise be entitled ether at law or in equity. Landlord's failure to insist upon a strict performance of any covenant of this Second Addendum or to exercise any option or right herein contained shall not be a waiver or relinquishment for the future of such covenant, right or option; but the same shall remain in full force and effect.

20. **Captions.** The captions and headings herein are for convenience and reference only.

21. **No Partnership.** This Second Addendum does not create a joint venture or partnership relation between the parties hereto.

22. **Notices.** All communications, demands, notices or objections permitted or required to be given or served under this Second Addendum shall be in writing and shall be deemed to have been duly given or served if delivered in person to the other party or its duly authorized agent or if deposited in the United States mail, postage prepaid, for mailing by certified or registered mail, return receipt requested, and addressed to the other party to this Second Addendum at the addresses set forth below for each party, or if to a person not a party to this Second Addendum, to the address designated by a party to this Second Addendum in the foregoing manner.

Landlord: City Administrator
City of Ramsey
7550 Sunwood Drive
Ramsey, Minnesota 55303

Tenant: Executive Director
Youth First Community of Promise
6701 Highway 10 N.W.
Ramsey, MN 55303

Either party may, by written notice to the other party, designate a different address to which notices must be sent. Such written notice designating a different address must state the party's newly designated address and must be provided by following the above notice requirements. Commencing on the 10th day after a party gives notice designating a new address to which notices must be sent, the newly designated address shall be the party's address for the purpose of all communication, demands, notices or objections permitted or required to be given or served under this Second Addendum.

23. **Force Majeure.** The time within which any of the parties hereto shall be required to perform any act or acts under this Second Addendum, except for the payment of monies, shall be extended to the extent that the performance of such act or acts shall be delayed by acts of God, fire, windstorm, flood, explosion, collapse or structures, riot, war, labor and/or legal disputes, delays or restrictions by government bodies, inability to obtain or use necessary materials or any cause beyond the reasonable control of such party, provided however that the party entitled to such extension hereunder shall give prompt notice to the other party of the occurrence causing such delay.

24. **Minnesota Law.** This Second Addendum shall be construed and enforced in accordance with the laws of the State of Minnesota. The parties agree that the

Minnesota state courts will have exclusive jurisdiction over any dispute arising out of this Second Addendum.

25. **Entire Agreement.** This Second Addendum constitutes the entire agreement between the parties relating to the subject matter described herein. The terms of this Second Addendum are contractual and are intended to be legally binding. This Second Addendum supersedes any and all prior agreements between the parties relating to the subject matter described herein. No party has relied upon any statements, representations, or promises that are not set forth in this Second Addendum. No changes to this Second Addendum will be valid or enforceable unless they are in writing and signed by all the parties.

26. **Equal Drafting.** In the event any party asserts a provision of this Second Addendum is ambiguous, this Second Addendum must be construed to have been drafted equally by the parties.

27. **Savings Clause.** Each provision of this Second Addendum is separate and distinct and individually enforceable. In the event any provision hereof or the application of any such provision under any circumstance is declared to be unlawful or invalid, the enforceability of all the other provisions shall not be affected.

28. **Counterparts.** This Second Addendum may be executed in multiple counterparts, each of which shall be an original, but all of which together shall constitute a single agreement.

[Remainder of page left blank intentionally.]

IN WITNESS WHEREOF, the parties hereto have executed this Second Addendum the date and year first above written.

Landlord's Address:

City Administrator
7550 Sunwood Drive
Ramsey, Minnesota 55303

CITY OF RAMSEY

By: _____
Its: Mayor

ATTEST:

By: _____
Its: City Administrator

STATE OF MINNESOTA)
)ss.
COUNTY OF ANOKA)

The foregoing instrument was acknowledged before me this _____ day of _____, 2020, by John LeTourneau, the Mayor, and Kurtis G. Ulrich, the City Administrator, of the City of Ramsey, a Minnesota municipal corporation, under the laws of the State of Minnesota, on behalf of the Corporation.

_____
Notary Public

Tenant's Address:

Executive Director
Youth First Community of Promise
6701 Highway 10 N.W.
Ramsey, MN 55303

By: _____
Its:

STATE OF MINNESOTA)
)ss.
COUNTY OF ANOKA)

The foregoing instrument was acknowledged before me this _____ day of _____, 2020, by _____, the _____ of Youth First Community of Promise, a Minnesota non-profit corporation, under the laws of the State of Minnesota, on behalf of the Corporation.

_____
Notary Public

SECOND ADDENDUM
TO
LEASE AGREEMENT

This Second Addendum to the Lease Agreement dated October 26, 2016, by and between **Youth First Community of Promise** and the **City of Ramsey**, is effective July _____, 2020.

Recitals

A. Tenant rents 4,820 square feet of space in Landlord's building located at 6701 Highway 10 Northwest.

B. The adjacent vacant property to the southeast is owned by Landlord and legally described as follows (the Vacant Lot):

> Outlot A, Deal Industrial Park, County of Anoka, State of Minnesota.
>
> PID 34-32-25-12-0010

C. Tenant uses the Vacant Lot for gardening and outdoor recreational purposes, and desires to erect a temporary shed on the parcel.

D. Landlord requires that Tenant's use be memorialized in this Second Addendum and be subject to the terms and conditions set forth below.

Agreement

1. **Leased Outdoor Space.** Tenant seeks to rent from Landlord, and Landlord agrees to rent to Tenant, subject to the terms contained herein.

2. **Term.** This Second Addendum runs concurrently with the term of the Lease Agreement, unless otherwise terminated earlier by Landlord or Tenant.

3. **Use.** The Vacant Lot may only be used for gardening, including the erection of a temporary shed as permitted in writing by the City, and for outdoor recreation, consistent with and in support of Tenant's educational and outreach programs. No additional structures of any kind may be built on the Vacant Lot. Any other use of the Vacant Lot must be approved in writing by Landlord prior to commencing such use.

4. **Rent.** Tenant covenants and agrees to pay to Landlord at the Landlord's office without demand rent in the amount of one dollar.

5. **Additional Rent.** In addition to the Rent set forth in Paragraph 4 of this Addendum, Tenant covenants and agrees to pay as additional rent all monies required to be paid by Tenant as set forth in the balance of this Addendum.

Specifically, but not by way of limitation, the reasonable value of any action taken or materials used by Landlord to correct or mitigate any violations of this Second Addendum by the Tenant shall be deemed additional rent and charged to Tenant payable with the Rent as set forth in Paragraph 4.

6. **Real Estate Taxes and Special Assessments.** Landlord is responsible for the payment of all real estate taxes and special assessments pertaining to the Vacant Lot during the Lease Term.

7. **Maintenance.** Tenant shall generally maintain the Vacant Lot in a neat and orderly manner. Landlord is responsible for mowing the property as deemed necessary by the Landlord.

8. **Tenant Improvements.** Other than a small shed as referenced in Paragraph 3, Tenant shall not erect any structures or otherwise make any improvements to the Vacant Lot without written permission from Landlord.

9. **Assignment or Subletting.** Tenant may not assign, transfer, mortgage or encumber this Second Addendum and may not sublet, rent or permit occupancy or use of the Vacant Lot, or any part thereof, by any third party; no assignment or transfer of this Second Addendum or the Lease Agreement shall be effectuated voluntarily, by operation of law, or otherwise. Any of the foregoing will hereinafter be referred to as an "Assignment" for purposes of this Second Addendum.

10. **Entry by Landlord.** Landlord or its agents or representatives may enter the Vacant Lot at all reasonable hours to inspect the same, clean, make repairs, alterations and additions thereto or exhibit the Vacant Lot to prospective tenants, purchasers or others, or for other reasonable purposes as Landlord may deem necessary or desirable, and Tenant shall not be entitled to any abatement or reduction of Rent, or any other sums due. Tenant waives any claim for damages or for any injury or inconvenience or for interference with Tenant's business, and any other loss occasioned thereby.

11. **Default.** If Tenant defaults for 10 days after written notice from Landlord in paying any Rent, including additional rent, or if Tenant shall be declared bankrupt or insolvent according to law or if Tenant shall make an assignment for the benefit of its creditors or if Tenant shall violate or default in any other covenants, agreements, stipulations or conditions herein and such violation or default shall continue for ten 10 days after written notice from Landlord of such violation or default, then and in such case Landlord lawfully may immediately, or at any time thereafter, and without notice or demand, enter into and upon the Vacant Lot, or any part thereof, in the name of the whole, and repossess the same and expel Tenant and those claiming under it and remove their effects, forcibly if necessary, without being taken or deemed to be guilty of any manner of trespass, and prejudice, and Landlord shall have all remedies and recourse which might

otherwise be used by Landlord for arrears of Rent or any breach of covenants contained in this Second Addendum.

12. **Quiet Enjoyment.** Landlord covenants and agrees to allow Tenant to peacefully have, hold and enjoy the Vacant Lot during the Second Addendum Term, provided that Tenant pays the Rent set forth herein and performs all of Tenant's other agreements and obligations set forth herein.

13. **Nuisance.** Tenant shall conduct its business and control its agents, employees, invitees and visitors in such a manner as not to create waste, odors, nuisance, or interfere with, annoy or disturb any other tenant of Landlord.

14. **Hold Harmless and Liability Insurance.** Except in the case of the negligence of Landlord, its agents or its employees, Tenant agrees to indemnify, save, hold harmless and defend Landlord against all claims, losses or liabilities for injury or death to any person or for damage to or loss of use of any property arising or resulting from the occupancy or use by Tenant of the Vacant Lot. Landlord shall not be liable to Tenant, its agents, employees, representatives, customers or invitees for any personal injury, death or damage to property caused by theft, burglary, water, gas, electricity, fire or for any other cause occurring on or about the Vacant Lot. All property kept, stored or maintained in the Vacant Lot shall be so kept, stored or maintained at the sole risk of the Tenant. Tenant further agrees to indemnify, defend and hold harmless Landlord from and against any and all claims arising from any breach or default in the performance of any obligation on Tenant's part to be performed under the terms of this Second Addendum. Further, in no event shall Landlord be liable for damages caused by Tenant or Tenant's employees or agents. The provisions of this Paragraph shall survive the expiration or termination of this Second Addendum with respect to any damage, injury, death, breach or default occurring prior to such expiration or termination.

    During the Second Addendum Term and any extension thereof, Tenant shall at all times have in full force and effect a policy of general public liability insurance in the amount of the greater of $2,000,000.00 per occurrence or the maximum liability for tort liability pursuant to Minnesota Statutes Section 466.04 and any amendments thereto, which insurance shall insure Landlord and Tenant against liability for acts of Landlord and Tenant.

15. **Holding Over.** If Tenant remains in possession of the Vacant Lot, or any part thereof, after the expiration or termination of the Second Addendum Term with the express written consent of Landlord, Tenant shall be deemed to be occupying the Vacant Lot as a Tenant at will, subject to all the conditions, provisions and obligation of this Second Addendum insofar as the same can be applicable to a tenant at will. In the event of holding over by Tenant after expiration or termination of this Second Addendum without the written consent of Landlord, Tenant shall be in breach of this Second Addendum and Landlord shall be entitled

to all of its rights and remedies under this Second Addendum, in law, or in equity. No holding over by Tenant after the Second Addendum Term shall operate to extend the Second Addendum Term or renew this Second Addendum. In the event of any unauthorized holding over, Tenant shall indemnify Landlord against all claims for damages by any other tenant to whom Landlord may have leased all or any part of the Vacant Lot covered hereby effective upon the expiration or termination of the Second Addendum.

16. **Surrender.** At the termination of this Second Addendum, Tenant shall surrender the Vacant Lot to Landlord with the shed removed at Tenant's cost.

17. **Eminent Domain.** If the entire Vacant Lot is taken by any public authority under the power or threat of eminent domain, then the term of this Second Addendum shall cease as of the day possession shall be taken by such public authority, and the Landlord shall make a pro rata refund of any Rent that has been paid in advance by Tenant for a period beyond the date of the taking. In the event that less than the entire Vacant Lot is so taken and provided the Vacant Lot are not rendered untenable thereby, then this Second Addendum shall terminate only at the option of the Landlord. In the event that only a part of the Vacant Lot is so taken and that this Second Addendum does not so terminate, there shall be a pro rata reduction in Rent to the extent that such taking interferes in any way with Tenant's use of the Vacant Lot, and all other terms and provisions of this Second Addendum shall remain in full force and effect. All damages awarded for such taking shall belong to and be the property of the Landlord, irrespective of the basis on which they were awarded.

18. **Subordination.** Tenant agrees that, at the Landlord's election, this Second Addendum shall be subordinate to any land lease or mortgage now on or to be placed in the future on the Vacant Lot and to any and all advances to be made thereunder and to the interest thereon and to all renewals, replacements and extensions thereof, provided that such subordination shall not materially affect either party's obligations under this Second Addendum. Tenant hereby appoints Landlord as its attorney-in-fact to execute such documents as may be required to accomplish such subordination.

19. **No Waiver.** No reference to any specific right or remedy shall preclude Landlord from exercising any other right or from having any other remedy or from maintaining any action to which it may otherwise be entitled ether at law or in equity. Landlord's failure to insist upon a strict performance of any covenant of this Second Addendum or to exercise any option or right herein contained shall not be a waiver or relinquishment for the future of such covenant, right or option; but the same shall remain in full force and effect.

20. **Captions.** The captions and headings herein are for convenience and reference only.

21. **No Partnership.** This Second Addendum does not create a joint venture or partnership relation between the parties hereto.

22. **Notices.** All communications, demands, notices or objections permitted or required to be given or served under this Second Addendum shall be in writing and shall be deemed to have been duly given or served if delivered in person to the other party or its duly authorized agent or if deposited in the United States mail, postage prepaid, for mailing by certified or registered mail, return receipt requested, and addressed to the other party to this Second Addendum at the addresses set forth below for each party, or if to a person not a party to this Second Addendum, to the address designated by a party to this Second Addendum in the foregoing manner.

Landlord: City Administrator
City of Ramsey
7550 Sunwood Drive
Ramsey, Minnesota 55303

Tenant: Executive Director
Youth First Community of Promise
6701 Highway 10 N.W.
Ramsey, MN 55303

Either party may, by written notice to the other party, designate a different address to which notices must be sent. Such written notice designating a different address must state the party's newly designated address and must be provided by following the above notice requirements. Commencing on the 10th day after a party gives notice designating a new address to which notices must be sent, the newly designated address shall be the party's address for the purpose of all communication, demands, notices or objections permitted or required to be given or served under this Second Addendum.

23. **Force Majeure.** The time within which any of the parties hereto shall be required to perform any act or acts under this Second Addendum, except for the payment of monies, shall be extended to the extent that the performance of such act or acts shall be delayed by acts of God, fire, windstorm, flood, explosion, collapse or structures, riot, war, labor and/or legal disputes, delays or restrictions by government bodies, inability to obtain or use necessary materials or any cause beyond the reasonable control of such party, provided however that the party entitled to such extension hereunder shall give prompt notice to the other party of the occurrence causing such delay.

24. **Minnesota Law.** This Second Addendum shall be construed and enforced in accordance with the laws of the State of Minnesota. The parties agree that the

Minnesota state courts will have exclusive jurisdiction over any dispute arising out of this Second Addendum.

25. **Entire Agreement.** This Second Addendum constitutes the entire agreement between the parties relating to the subject matter described herein. The terms of this Second Addendum are contractual and are intended to be legally binding. This Second Addendum supersedes any and all prior agreements between the parties relating to the subject matter described herein. No party has relied upon any statements, representations, or promises that are not set forth in this Second Addendum. No changes to this Second Addendum will be valid or enforceable unless they are in writing and signed by all the parties.

26. **Equal Drafting.** In the event any party asserts a provision of this Second Addendum is ambiguous, this Second Addendum must be construed to have been drafted equally by the parties.

27. **Savings Clause.** Each provision of this Second Addendum is separate and distinct and individually enforceable. In the event any provision hereof or the application of any such provision under any circumstance is declared to be unlawful or invalid, the enforceability of all the other provisions shall not be affected.

28. **Counterparts.** This Second Addendum may be executed in multiple counterparts, each of which shall be an original, but all of which together shall constitute a single agreement.

[Remainder of page left blank intentionally.]

IN WITNESS WHEREOF, the parties hereto have executed this Second Addendum the date and year first above written.

Landlord's Address:

City Administrator
7550 Sunwood Drive
Ramsey, Minnesota 55303

CITY OF RAMSEY

By: _____
Its: Mayor

ATTEST:

By: _____
Its: City Administrator

STATE OF MINNESOTA)
)ss.
COUNTY OF ANOKA)

The foregoing instrument was acknowledged before me this _____ day of _____, 2020, by John LeTourneau, the Mayor, and Kurtis G. Ulrich, the City Administrator, of the City of Ramsey, a Minnesota municipal corporation, under the laws of the State of Minnesota, on behalf of the Corporation.

_____
Notary Public

Tenant's Address:

Executive Director
Youth First Community of Promise
6701 Highway 10 N.W.
Ramsey, MN 55303

By: _____
Its:

STATE OF MINNESOTA)
)ss.
COUNTY OF ANOKA)

The foregoing instrument was acknowledged before me this _____ day of _____, 2020, by _____, the _____ of Youth First Community of Promise, a Minnesota non-profit corporation, under the laws of the State of Minnesota, on behalf of the Corporation.

_____
Notary Public

ADDENDUM
TO
LEASE AGREEMENT

This Addendum to the Lease Agreement dated October 26, 2016, by and between **Youth First Community of Promise** and the **City of Ramsey**, is effective June 9, 2020.

Recitals

A. Tenant rents 4,820 square feet of space in Landlord's building located at 6701 Highway 10 Northwest. The adjacent space in the front of the building is currently vacant.

B. Due to the COVID-19 pandemic, Tenant seeks to maintain appropriate social distancing during its summer activities wherever possible.

C. Tenant also seeks additional space to conduct indoor activities during excessively hot or rainy weather.

D. Landlord is willing to temporarily lease the adjacent space to Tenant during the summer months, consistent with the terms and conditions of this Addendum.

Agreement

1. **Additional Premises.** The Additional Premises consists of the northerly 4,820 square feet of the Building. This space is accessed through a separate door in the Building's front vestibule. The Additional Premises is depicted on the attached Exhibit A, labeled "4,820 sf Office Space," without the adjacent parking area.

2. **Term.** The term of this Addendum is from June 15, 2020, through August 31, 2020. This term is not subject to automatic renewal. Landlord may terminate this Addendum upon 30 days' written notice.

3. **Use.** The Additional Premises may be used by Tenant for educational and outreach programs as directed by Tenant. All restrictions on use set forth in the Lease Agreement apply to the Additional Premises.

4. **Rent.** Tenant covenants and agrees to pay to Landlord at the Landlord's office without demand rent in the amount of one dollar.

5. **Additional Rent.** In addition to the Rent set forth in Paragraph 4 of this Addendum, Tenant covenants and agrees to pay as additional rent all monies required to be paid by Tenant as set forth in the balance of this Addendum. Specifically, but not by way of limitation, the reasonable value of any action taken or materials used by Landlord to correct or mitigate any violations of this

Lease by the Tenant shall be deemed additional rent and charged to Tenant payable with the Rent as set forth in Paragraph 4.

6. **Utilities and Trash Removal.** The cost of City services, natural gas, and electricity shall be shared such that Tenant pays 30%. This is in addition to the 30% Tenant pays under the Lease Agreement, for a total of 60%. Tenant is solely responsible for paying for all other utilities servicing the Additional Premises, if any. Tenant is also responsible for paying for the removal of all trash and recycling materials generated as a result of Tenant's use of the Additional Premises. Landlord is not responsible for any interruption in any services beyond the reasonable control of Landlord.

7. **Real Estate Taxes and Special Assessments.** Landlord is responsible for the payment of all real estate taxes and special assessments pertaining to the Additional Premises during the Lease Term.

8. **Repair and Maintenance.** Tenant shall keep in good order and repair all glass, including plate glass, and the interior of the Additional Premises, and heating, sprinkler, water and electric fixtures in and upon the Additional Premises, ordinary wear and tear excepted. Tenant shall protect such systems against damage due to neglect of Tenant. Tenant shall pay all costs and expenses necessary to maintain the plumbing, heating, air conditioning and electrical systems in and upon the Additional Premises in good order and repair. Landlord shall have the plumbing, heating, air conditioning, and electrical systems in working order. Tenant shall arrange for all necessary maintenance of the Additional Premises, except that Landlord shall be responsible for all lawn (grass) maintenance on the grassy areas around the Building. Tenant shall be solely and exclusively responsible for any and all costs and expenses of any nature or kind whatsoever attributable to the Additional Premises except as herein otherwise provided. Tenant agrees to and shall maintain and keep the interior and exterior areas of the Additional Premises in the same high degree of maintenance and upkeep as when the Tenant takes possession. Provided, however, that Landlord shall be responsible for repair of the foundation, the exterior walls excluding glass and doors, the roof and any defect that is pre-existing as of the date hereof.

9. **Tenant's Improvements, Alterations and Remodeling.** No Tenant improvements, alterations or remodeling will be permitted without Landlord's express written consent.

10. **Assignment or Subletting.** Tenant may not assign, transfer, mortgage or encumber this Lease, and may not sublet, rent or permit occupancy or use of the Additional Premises, or any part thereof, by any third party; no assignment or transfer of this Lease shall be effectuated voluntarily, by operation of law, or

otherwise. Any of the foregoing will hereinafter be referred to as an "Assignment" for purposes of this Lease.

11. **Destruction of Premises.** If the Additional Premises are totally destroyed (or so substantially damaged as to be wholly untenable) by storm, fire, earthquake or other casualty, this Lease shall terminate as of the date of such destruction or damage, and Rent shall be accounted for between Landlord and Tenant as of that date.

12. **Entry by Landlord.** Landlord or its agents or representatives may enter the Additional Premises at all reasonable hours to inspect the same, clean, make repairs, alterations and additions thereto or exhibit the Additional Premises to prospective tenants, purchasers or others, or for other reasonable purposes as Landlord may deem necessary or desirable, and Tenant shall not be entitled to any abatement or reduction of Rent, or any other sums due. Tenant waives any claim for damages or for any injury or inconvenience or for interference with Tenant's business, and any other loss occasioned thereby.

13. **Default.** If Tenant defaults for 10 days after written notice from Landlord in paying any Rent, including additional rent, or if Tenant shall be declared bankrupt or insolvent according to law or if Tenant shall make an assignment for the benefit of its creditors or if Tenant shall violate or default in any other covenants, agreements, stipulations or conditions herein and such violation or default shall continue for ten 10 days after written notice from Landlord of such violation or default, then and in such case Landlord lawfully may immediately, or at any time thereafter, and without notice or demand, enter into and upon the Premises, or any part thereof, in the name of the whole, and repossess the same and expel Tenant and those claiming under it and remove their effects, forcibly if necessary, without being taken or deemed to be guilty of any manner of trespass, and prejudice, and Landlord shall have all remedies and recourse which might otherwise be used by Landlord for arrears of Rent or any breach of covenants contained in this Lease.

14. **Quiet Enjoyment.** Landlord covenants and agrees to allow Tenant to peacefully have, hold and enjoy the Additional Premises during the Lease Term, provided that Tenant pays the Rent set forth herein and performs all of Tenant's other agreements and obligations set forth herein.

15. **Nuisance.** Tenant shall conduct its business and control its agents, employees, invitees and visitors in such a manner as not to create waste, odors, nuisance, or interfere with, annoy or disturb any other tenant of Landlord in its operation of the Building or the Additional Premises.

16. **Hold Harmless and Liability Insurance.** Except in the case of the negligence of Landlord, its agents or its employees, Tenant agrees to indemnify, save, hold harmless and defend Landlord against all claims, losses

or liabilities for injury or death to any person or for damage to or loss of use of any property arising or resulting from the occupancy or use by Tenant of the Additional Premises. Landlord shall not be liable to Tenant, its agents, employees, representatives, customers or invitees for any personal injury, death or damage to property caused by theft, burglary, water, gas, electricity, fire or for any other cause occurring on or about the Additional Premises. All property kept, stored or maintained in the Additional Premises shall be so kept, stored or maintained at the sole risk of the Tenant. Tenant further agrees to indemnify, defend and hold harmless Landlord from and against any and all claims arising from any breach or default in the performance of any obligation on Tenant's part to be performed under the terms of this Lease. Further, in no event shall Landlord be liable for damages caused by Tenant or Tenant's employees or agents. The provisions of this Paragraph shall survive the expiration or termination of this Lease with respect to any damage, injury, death, breach or default occurring prior to such expiration or termination.

During the Lease Term and any extension thereof, Tenant shall at all times have in full force and effect a policy of general public liability insurance in the amount of the greater of $2,000,000.00 per occurrence or the maximum liability for tort liability pursuant to Minnesota Statutes Section 466.04 and any amendments thereto, which insurance shall insure Landlord and Tenant against liability for acts of Landlord and Tenant.

17. **Hazard Insurance.** It shall be the responsibility of Landlord to keep the Additional Premises and its interest therein covered by hazard insurance against loss or damage by fire and other perils. Landlord shall provide to Tenant copies of such insurance policies upon reasonable request of Tenant.

18. **Time of the Essence.** Time is of the essence with regard to this Lease and the terms therein.

19. **Relationship of Parties.** This Lease shall create the relationship of Landlord and Tenant between the parties and none other.

20. **Holding Over.** If Tenant remains in possession of the Additional Premises, or any part thereof, after the expiration or termination of the Lease Term with the express written consent of Landlord, Tenant shall be deemed to be occupying the Additional Premises as a Tenant at will, subject to all the conditions, provisions and obligation of this Lease insofar as the same can be applicable to a tenant at will. In the event of holding over by Tenant after expiration or termination of this Lease without the written consent of Landlord, Tenant shall be in breach of this Lease and Landlord shall be entitled to all of its rights and remedies under this Lease, in law, or in equity. No holding over by Tenant after the Lease Term shall operate to extend the Lease Term or renew this Lease. In the event of any unauthorized holding over, Tenant shall indemnify

Landlord against all claims for damages by any other tenant to whom Landlord may have leased all or any part of the Additional Premises covered hereby effective upon the expiration or termination of the Lease.

21. **Surrender of Premises.** At the termination of this Lease, Tenant shall surrender the Additional Premises and all keys thereof to Landlord.

22. **Eminent Domain.** If the entire Additional Premises are taken by any public authority under the power or threat of eminent domain, then the term of this Lease shall cease as of the day possession shall be taken by such public authority, and the Landlord shall make a pro rata refund of any Rent that has been paid in advance by Tenant for a period beyond the date of the taking. If less than the entire Additional Premises is so taken and provided the Additional Premises are not rendered untenable thereby, then this Lease shall terminate only at the option of the Landlord. In the event that only a part of the Additional Premises is so taken and that this Lease does not so terminate, there shall be a pro rata reduction in Rent to the extent that such taking interferes in any way with Tenant's use of the Additional Premises, and all other terms and provisions of this Lease shall remain in full force and effect. All damages awarded for such taking shall belong to and be the property of the Landlord, irrespective of the basis on which they were awarded.

23. **Subordination.** Tenant agrees that, at the Landlord's election, this Lease shall be subordinate to any land Lease or mortgage now on or to be placed in the future on the Additional Premises or Building and to any and all advances to be made thereunder and to the interest thereon and to all renewals, replacements and extensions thereof, provided that such subordination shall not materially affect either party's obligations under this Lease. Tenant hereby appoints Landlord as its attorney-in-fact to execute such documents as may be required to accomplish such subordination.

24. **No Waiver.** No reference to any specific right or remedy shall preclude Landlord from exercising any other right or from having any other remedy or from maintaining any action to which it may otherwise be entitled ether at law or in equity. Landlord's failure to insist upon a strict performance of any covenant of this Lease or to exercise any option or right herein contained shall not be a waiver or relinquishment for the future of such covenant, right or option; but the same shall remain in full force and effect.

25. **Captions.** The captions and headings herein are for convenience and reference only.

26. **Brokers.** Each of the parties represents and warrants to the other that there are no claims for brokerage commission or finder's fees in connection with the execution of this Lease, and agrees to indemnify the other against, and hold it

harmless from, all liabilities arising from any such claim including, without limitation, reasonable attorney's fees in connection therewith.

27. **No Partnership.** This Lease does not create a joint venture or partnership relation between the parties hereto.

28. **Notices.** All communications, demands, notices or objections permitted or required to be given or served under this Lease shall be in writing and shall be deemed to have been duly given or served if delivered in person to the other party or its duly authorized agent or if deposited in the United States mail, postage prepaid, for mailing by certified or registered mail, return receipt requested, and addressed to the other party to this Lease at the addresses set forth below for each party, or if to a person not a party to this Lease, to the address designated by a party to this Lease in the foregoing manner.

Landlord: City Administrator
City of Ramsey
7550 Sunwood Drive
Ramsey, Minnesota 55303

Tenant: Executive Director
Youth First Community of Promise
6701 Highway 10 N.W.
Ramsey, MN 55303

Either party may, by written notice to the other party, designate a different address to which notices must be sent. Such written notice designating a different address must state the party's newly designated address and must be provided by following the above notice requirements. Commencing on the 10th day after a party gives notice designating a new address to which notices must be sent, the newly designated address shall be the party's address for the purpose of all communication, demands, notices or objections permitted or required to be given or served under this Lease.

29. **Force Majeure.** The time within which any of the parties hereto shall be required to perform any act or acts under this Lease, except for the payment of monies, shall be extended to the extent that the performance of such act or acts shall be delayed by acts of God, fire, windstorm, flood, explosion, collapse or structures, riot, war, labor and/or legal disputes, delays or restrictions by government bodies, inability to obtain or use necessary materials or any cause beyond the reasonable control of such party, provided however that the party entitled to such extension hereunder shall give prompt notice to the other party of the occurrence causing such delay.

30. **Minnesota Law.** This Lease shall be construed and enforced in accordance with the laws of the State of Minnesota. The parties agree that the Minnesota state courts will have exclusive jurisdiction over any dispute arising out of this Lease.

31. **Entire Agreement.** This Lease constitutes the entire agreement between the parties relating to the subject matter described herein. The terms of this Lease are contractual and are intended to be legally binding. This Lease supersedes any and all prior agreements between the parties relating to the subject matter described herein. No party has relied upon any statements, representations, or promises that are not set forth in this Lease. No changes to this Lease will be valid or enforceable unless they are in writing and signed by all the parties.

32. **Equal Drafting.** In the event any party asserts a provision of this Lease is ambiguous, this Lease must be construed to have been drafted equally by the parties.

33. **Savings Clause.** Each provision of this Lease is separate and distinct and individually enforceable. In the event any provision hereof or the application of any such provision under any circumstance is declared to be unlawful or invalid, the enforceability of all the other provisions shall not be affected.

34. **Counterparts.** This Lease may be executed in multiple counterparts, each of which shall be an original, but all of which together shall constitute a single agreement.

[Remainder of page left blank intentionally.]

IN WITNESS WHEREOF, the parties hereto have executed this Addendum the date and year first above written.

Landlord's Address:

City Administrator
7550 Sunwood Drive
Ramsey, Minnesota 55303

CITY OF RAMSEY

By: _____
Its: Mayor

ATTEST:

By: _____
Its: City Administrator

Approved as to Form:

_____
Joseph J. Langel, City Attorney

STATE OF MINNESOTA)
)ss.
COUNTY OF ANOKA)

The foregoing instrument was acknowledged before me this 15th day of June, 2020, by John LeTourneau, the Mayor, and Kurtis G. Ulrich, the City Administrator, of the City of Ramsey, a Minnesota municipal corporation, under the laws of the State of Minnesota, on behalf of the Corporation.

_____
Notary Public

SEAN M. SULLIVAN
Notary Public
Minnesota
My Commission Expires January 31, 2025

IN WITNESS WHEREOF, the parties hereto have executed this Addendum the date and year first above written.

Landlord's Address:

City Administrator
7550 Sunwood Drive
Ramsey, Minnesota 55303

CITY OF RAMSEY

By: _____
Its: Mayor

ATTEST:

By: _____
Its: City Administrator

Approved as to Form:

_____
Joseph J. Langel, City Attorney

STATE OF MINNESOTA)
)ss.
COUNTY OF ANOKA)

The foregoing instrument was acknowledged before me this _____ day of _____, 2020, by John LeTourneau, the Mayor, and Kurtis G. Ulrich, the City Administrator, of the City of Ramsey, a Minnesota municipal corporation, under the laws of the State of Minnesota, on behalf of the Corporation.

_____
Notary Public

Tenant's Address:

Executive Director
Youth First Community of Promise
6701 Highway 10 N.W.
Ramsey, MN 55303

By: Devin Hanson
Its:

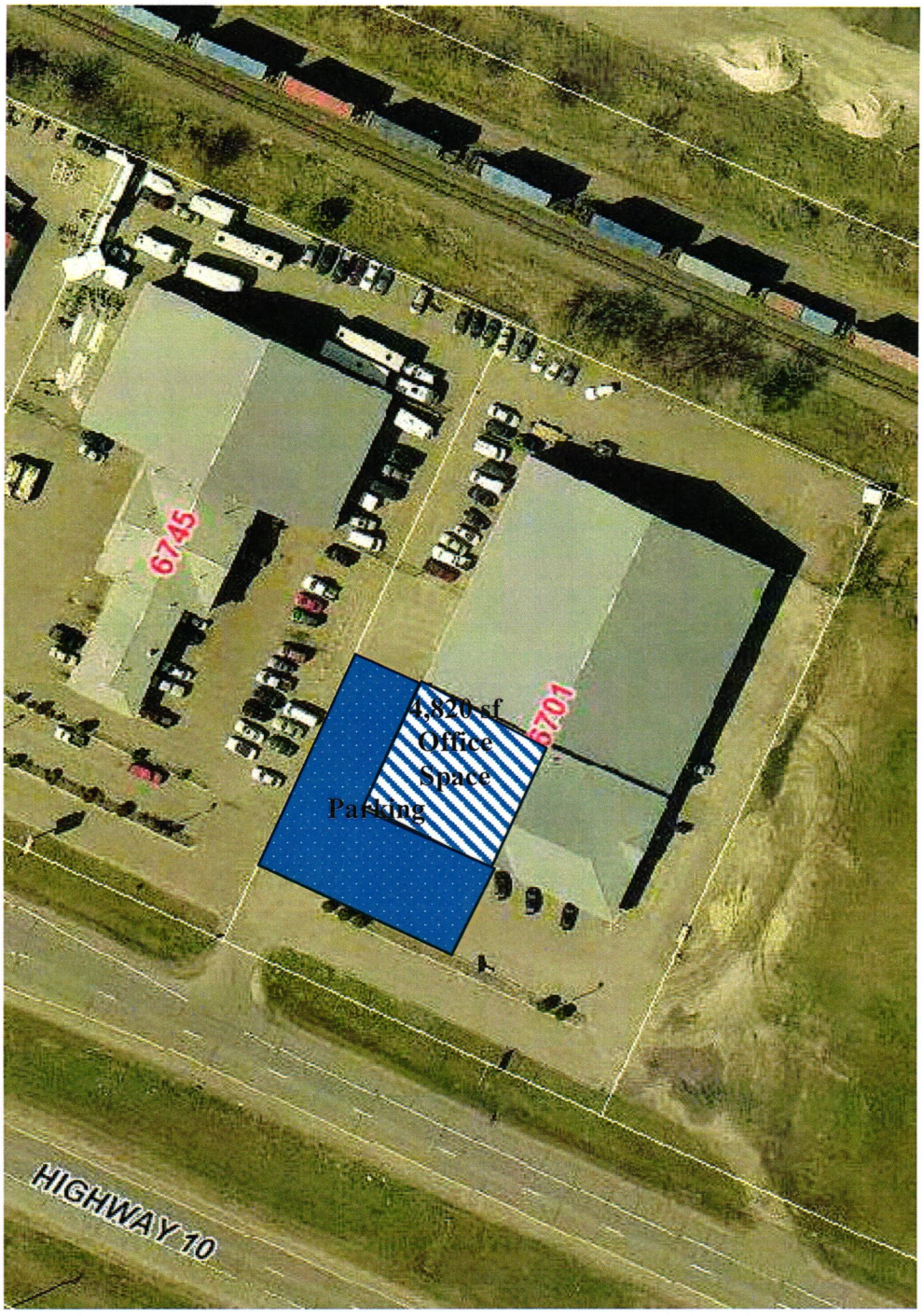
STATE OF MINNESOTA)
)ss.
COUNTY OF ANOKA)

The foregoing instrument was acknowledged before me this 10 day of June, 2020, by Devin Hanson, the Executive Director of Youth First Community of Promise, a Minnesota non-profit corporation, under the laws of the State of Minnesota, on behalf of the Corporation.

Sean M. Sullivan
Notary Public



EXHIBIT A



LEASE AGREEMENT

THIS LEASE AGREEMENT (hereinafter "Lease") made as of this 26th day of October, 2016, is entered into by and between the **City of Ramsey**, a Minnesota municipal corporation, 7550 Sunwood Drive, Ramsey, Minnesota 55303 ("Landlord") and the **Youth First Community of Promise**, a Minnesota non-profit corporation, 6701 Highway 10 N.W., Ramsey, Minnesota 55303 ("Tenant"). The Landlord and the Tenant are hereinafter collectively referred to as "the parties" and individually as a "party."

IN CONSIDERATION OF the mutual agreements expressed herein, the parties agree as follows:

1. **Purpose.** Landlord is the fee owner of the Premises described in Paragraph 2 of this Agreement. Tenant desires to rent the Premises from Landlord for Tenant's use for youth programs. Landlord is willing to lease the Premises to Tenant pursuant to the terms and conditions of this Lease.

2. **Premises.** The "Premises" consists of the southerly 4,820 square feet of the building located at 6701 Highway 10 Northwest, in Ramsey, Minnesota and which building ("Building") is located on the following legally described property:

Lot 3, Block 1, DEAL INDUSTRIAL PARK, Anoka County, Minnesota.

The Premises also include the nonexclusive use of the paved parking areas adjacent to the Building, excluding the fenced in area. The Tenant's employees and invitees shall not be permitted to use those parking areas that interfere with the reasonable use of other tenants located within the Building.

The Premises is depicted on the attached Exhibit A hereto, and is labeled "4,820 sf Office Space" and "Parking." Exhibit A is incorporated herein as if fully set forth in this Lease.

3. **Term.** The term of this Lease is for a period of five years, commencing on January1, 2017, (the "Commencement Date") and ending at midnight on December 31, 2021, unless extended by written agreement of both parties or sooner terminated as provided herein ("Lease Term"). If Tenant desires to end this Lease after a period of one year, Tenant may do so by providing Landlord with 90 days prior written notice. Notwithstanding the Lease Term, Landlord may terminate this Lease at any time at Landlord's sole option upon 90 days prior written notice to Tenant.

4. **Use.** The Premises shall be used by Tenant as a commercial use for educational and outreach programs as directed by Youth First Community of Promise. Tenant will not make or suffer any unlawful or offensive use of the Premises or any use or occupancy thereof contrary to any federal law, state law or ordinance of the City of Ramsey now or subsequently made. Tenant will not conduct or permit to be conducted any activity, or place any equipment in or about the Premises, which will in any way increase the rate of fire insurance or other insurance on the Premises, and if any increase in the in the rate of fire insurance or other insurance is stated by any insurance company or by the applicable Insurance Rating Bureau to be due to activity or equipment of Tenant in or about the Premises, such statement shall be conclusive evidence that such increase in such rate is due to such activity or equipment and, as a result thereof, Tenant shall be liable for such increase and shall reimburse Landlord therefore and further, shall discontinue or cause the discontinuance of such conduct or shall remove such equipment upon Landlord's demand made at any time thereafter.

5. **Rent.** Tenant covenants and agrees to pay to Landlord at the Landlord's office without demand annual rent of one dollar.

6. **Additional Rent.** In addition to the Rent set forth in Paragraph 5 of this Lease, Tenant covenants and agrees to pay as additional rent all monies required to be paid by Tenant as set forth in the balance of this Lease. Specifically, but not by way of limitation, the reasonable value of any action taken or materials used by Landlord to correct or mitigate any violations of this Lease by the Tenant shall be deemed additional rent and charged to Tenant payable with the Rent as set forth in Paragraph 5.

7. **Utilities, Trash Removal, and Snow Removal.** The cost of City services, natural gas, and electricity shall be shared such that Tenant pays 30%. Tenant is solely responsible for paying for all other utilities servicing the Premises, including telecommunications. Tenant is also responsible for paying for the removal of all trash and recycling materials generated as a result of Tenant's use of the Premises. Landlord is not responsible for any interruption in any services beyond the reasonable control of Landlord.

Landlord is responsible for snow removal from the parking lot and drive lanes. Tenant is responsible for snow and ice removal from sidewalks, walkways, and any other pedestrian walkways on the Premises.

8. **Real Estate Taxes and Special Assessments.** Landlord is responsible for the payment of all real estate taxes and special assessments pertaining to the Premises during the Lease Term.

9. **Repair and Maintenance.** Tenant shall keep in good order and repair all glass, including plate glass, and the interior of the Premises, and heating, sprinkler, water and electric fixtures in and upon the Premises, ordinary wear and tear excepted. Tenant shall protect such systems against freezing and damage due to neglect of Tenant, and Tenant shall keep the abutting sidewalks free of ice and snow. Tenant shall pay all costs and expenses necessary to maintain the plumbing, heating, air conditioning, lighting (interior and exterior) and electrical systems in and upon the Premises in good order and repair. Landlord shall have the plumbing, heating, air conditioning, and electrical systems in working order on the Commencement Date. Tenant shall arrange for all necessary maintenance of the Premises, including but not limited to snow removal, except that Landlord shall be responsible for all lawn (grass) maintenance on the grassy areas around the Building. Tenant shall be solely and exclusively responsible for any and all costs and expenses of any nature or kind whatsoever attributable to the Premises except as herein otherwise provided. Tenant agrees to and shall maintain and keep the interior and exterior areas of the Premises in the same high degree of maintenance and upkeep as when the Tenant takes possession.

10. **Tenant's Improvements, Alterations and Remodeling.** Tenant shall be permitted to perform improvements, alterations or remodeling on or to the Premises consistent with its intended use thereof; provided however, that such improvements shall be done at the sole expense of Tenant and provided that any single improvement reasonably expected to exceed $2,500.00 in cost may be done only with Landlord's prior written consent. Notwithstanding the above, Tenant shall not make any alterations to the structure, plumbing, electrical, or HVAC systems of the Building without the prior written consent of Landlord.

11. **Assignment or Subletting.** Tenant may not assign, transfer, mortgage or encumber this Lease, and may not sublet, rent or permit occupancy or use of the Premises, or any part thereof, by any third party; no assignment or transfer of this Lease shall be effectuated voluntarily, by operation of law, or otherwise. Any of the foregoing will hereinafter be referred to as an "Assignment" for purposes of this Lease.

12. **Destruction of Premises.** If the Premises are totally destroyed (or so substantially damaged as to be wholly untenable) by storm, fire, earthquake or other casualty, this Lease shall terminate as of the date of such destruction or damage, and Rent shall be accounted for between Landlord and Tenant as of that date. .

13. **Removal of Fixtures.** Unless otherwise approved by Landlord, Tenant must, prior to the termination of this Lease, remove all fixtures and equipment that Tenant placed in the Premises. Tenant must repair all damage caused by removal of fixtures or equipment.

14. **Entry by Landlord.** Landlord or its agents or representatives may enter the Premises at all reasonable hours to inspect the same, clean, make repairs, alterations and additions thereto or exhibit the Premises to prospective tenants, purchasers or others, or for other reasonable purposes as Landlord may deem necessary or desirable, and Tenant shall not be entitled to any abatement or reduction of Rent, or any other sums due. Tenant waives any claim for damages or for any injury or inconvenience or for interference with Tenant's business, and any other loss occasioned thereby.

15. **Default.** If Tenant defaults for 10 days after written notice from Landlord in paying any Rent, including additional rent, or if Tenant shall be declared bankrupt or insolvent according to law or if Tenant shall make an assignment for the benefit of its creditors or if Tenant shall violate or default in any other covenants, agreements, stipulations or conditions herein and such violation or default shall continue for ten 10 days after written notice from Landlord of such violation or default, then and in such case Landlord lawfully may immediately, or at any time thereafter, and without notice or demand, enter into and upon the Premises, or any part thereof, in the name of the whole, and repossess the same and expel Tenant and those claiming under it and remove their effects, forcibly if necessary, without being taken or deemed to be guilty of any manner of trespass, and prejudice, and Landlord shall have all remedies and recourse which might otherwise be used by Landlord for arrears of Rent or any breach of covenants contained in this Lease.

16. **Quiet Enjoyment.** Landlord covenants and agrees to allow Tenant to peacefully have, hold and enjoy the Premises during the Lease Term, provided that Tenant pays the Rent set forth herein and performs all of Tenant's other agreements and obligations set forth herein.

17. **Nuisance.** Tenant shall conduct its business and control its agents, employees, invitees and visitors in such a manner as not to create waste, odors, nuisance, or interfere with, annoy or disturb any other tenant of Landlord in its operation of the Building or the Premises.

18. **Hold Harmless and Liability Insurance.** Except in the case of the negligence of Landlord, its agents or its employees, Tenant agrees to indemnify, save, hold harmless and defend Landlord against all claims, losses or liabilities for injury or death to any person or for damage to or loss of use of any property arising or resulting from the occupancy or use by Tenant of the Premises. Landlord shall not be liable to Tenant, its agents, employees, representatives, customers or invitees for any personal injury, death or damage to property caused by theft, burglary, water, gas, electricity, fire or for any other cause occurring on or about the Premises. All property kept, stored or maintained in the Premises shall be so kept, stored or maintained at the sole risk of the Tenant. Tenant further agrees to indemnify, defend and hold harmless Landlord from and against any and all claims arising from any breach or default in the performance of

any obligation on Tenant's part to be performed under the terms of this Lease. Further, in no event shall Landlord be liable for damages caused by Tenant or Tenant's employees or agents. The provisions of this Paragraph shall survive the expiration or termination of this Lease with respect to any damage, injury, death, breach or default occurring prior to such expiration or termination.

During the Lease Term and any extension thereof, Tenant shall at all times have in full force and effect a policy of general public liability insurance in the amount of the greater of $2,000,000.00 per occurrence or the maximum liability for tort liability pursuant to Minnesota Statutes Section 466.04 and any amendments thereto, which insurance shall insure Landlord and Tenant against liability for acts of Landlord and Tenant.

19. **Hazard Insurance.** It shall be the responsibility of Landlord to keep the Premises and its interest therein covered by hazard insurance against loss or damage by fire and other perils. Landlord shall provide to Tenant copies of such insurance policies upon reasonable request of Tenant.

20. **Time of the Essence.** Time is of the essence with regard to this Lease and the terms therein.

21. **Relationship of Parties.** This Lease shall create the relationship of Landlord and Tenant between the parties and none other.

22. **Holding Over.** If Tenant remains in possession of the Premises, or any part thereof, after the expiration or termination of the Lease Term with the express written consent of Landlord, Tenant shall be deemed to be occupying the Premises as a Tenant at will, subject to all the conditions, provisions and obligation of this Lease insofar as the same can be applicable to a tenant at will. In the event of holding over by Tenant after expiration or termination of this Lease without the written consent of Landlord, Tenant shall be in breach of this Lease and Landlord shall be entitled to all of its rights and remedies under this Lease, in law, or in equity. No holding over by Tenant after the Lease Term shall operate to extend the Lease Term or renew this Lease. In the event of any unauthorized holding over, Tenant shall indemnify Landlord against all claims for damages by any other tenant to whom Landlord may have leased all or any part of the Premises covered hereby effective upon the expiration or termination of the Lease.

23. **Surrender of Premises.** At the termination of this Lease, Tenant shall surrender the Premises and all keys thereof to Landlord.

24. **Eminent Domain.** If the entire Premises are taken by any public authority under the power or threat of eminent domain, then the term of this Lease shall cease as of

the day possession shall be taken by such public authority, and the Landlord shall make a pro rata refund of any Rent that has been paid in advance by Tenant for a period beyond the date of the taking. In the event that less than the entire Premises is so taken and provided the Premises are not rendered untenable thereby, then this Lease shall terminate only at the option of the Landlord. In the event that only a part of the Premises is so taken and that this Lease does not so terminate, there shall be a pro rata reduction in Rent to the extent that such taking interferes in any way with Tenant's use of the Premises, and all other terms and provisions of this Lease shall remain in full force and effect. All damages awarded for such taking shall belong to and be the property of the Landlord, irrespective of the basis on which they were awarded.

25. **Subordination.** Tenant agrees that, at the Landlord's election, this Lease shall be subordinate to any land Lease or mortgage now on or to be placed in the future on the Premises or Building and to any and all advances to be made thereunder and to the interest thereon and to all renewals, replacements and extensions thereof, provided that such subordination shall not materially affect either party's obligations under this Lease. Tenant hereby appoints Landlord as its attorney-in-fact to execute such documents as may be required to accomplish such subordination.

26. **No Waiver.** No reference to any specific right or remedy shall preclude Landlord from exercising any other right or from having any other remedy or from maintaining any action to which it may otherwise be entitled ether at law or in equity. Landlord's failure to insist upon a strict performance of any covenant of this Lease or to exercise any option or right herein contained shall not be a waiver or relinquishment for the future of such covenant, right or option; but the same shall remain in full force and effect.

27. **Captions.** The captions and headings herein are for convenience and reference only.

28. **Brokers.** Each of the parties represents and warrants to the other that there are no claims for brokerage commission or finder's fees in connection with the execution of this Lease, and agrees to indemnify the other against, and hold it harmless from, all liabilities arising from any such claim including, without limitation, reasonable attorney's fees in connection therewith.

29. **No Partnership.** This Lease does not create a joint venture or partnership relation between the parties hereto.

30. **Notices.** All communications, demands, notices or objections permitted or required to be given or served under this Lease shall be in writing and shall be deemed to have been duly given or served if delivered in person to the other party or its duly authorized agent or if deposited in the United States mail, postage prepaid, for mailing by

certified or registered mail, return receipt requested, and addressed to the other party to this Lease at the addresses set forth below for each party, or if to a person not a party to this Lease, to the address designated by a party to this Lease in the foregoing manner.

Landlord: City Administrator
City of Ramsey
7550 Sunwood Drive
Ramsey, Minnesota 55303

Tenant: Executive Director
Youth First Community of Promise
6701 Highway 10 N.W.
Ramsey, MN 55303

Either party may, by written notice to the other party, designate a different address to which notices must be sent. Such written notice designating a different address must state the party's newly designated address, and must be provided by following the above notice requirements. Commencing on the 10th day after a party gives notice designating a new address to which notices must be sent, the newly designated address shall be the party's address for the purpose of all communication, demands, notices or objections permitted or required to be given or served under this Lease.

31. **Force Majeure.** The time within which any of the parties hereto shall be required to perform any act or acts under this Lease, except for the payment of monies, shall be extended to the extent that the performance of such act or acts shall be delayed by acts of God, fire, windstorm, flood, explosion, collapse or structures, riot, war, labor and/or legal disputes, delays or restrictions by government bodies, inability to obtain or use necessary materials or any cause beyond the reasonable control of such party, provided however that the party entitled to such extension hereunder shall give prompt notice to the other party of the occurrence causing such delay.

32. **Minnesota Law.** This Lease shall be construed and enforced in accordance with the laws of the State of Minnesota. The parties agree that the Minnesota state courts will have exclusive jurisdiction over any dispute arising out of this Lease.

33. **Entire Agreement.** This Lease constitutes the entire agreement between the parties relating to the subject matter described herein. The terms of this Lease are contractual and are intended to be legally binding. This Lease supersedes any and all prior agreements between the parties relating to the subject matter described herein. No party has relied upon any statements, representations, or promises that are not set forth in this Lease. No changes to this Lease will be valid or enforceable unless they are in writing and signed by all of the parties.

34. **Equal Drafting.** In the event any party asserts a provision of this Lease is ambiguous, this Lease must be construed to have been drafted equally by the parties.

35. **Savings Clause.** Each provision of this Lease is separate and distinct and individually enforceable. In the event any provision hereof or the application of any such provision under any circumstance is declared to be unlawful or invalid, the enforceability of all the other provisions shall not be affected.

36. **Counterparts.** This Lease may be executed in multiple counterparts, each of which shall be an original, but all of which together shall constitute a single agreement.

37. **Political Signage.** Tenant may not display or locate political signage or messages on the premises, parking areas, or anywhere else on city-owned property.

[Remainder of page left blank intentionally.]

IN WITNESS WHEREOF, the parties hereto have executed this Lease the date and year first above written.

Landlord's Address:

City Administrator
7550 Sunwood Drive
Ramsey, Minnesota 55303

CITY OF RAMSEY

By: _____
Its: Mayor

ATTEST:

By: _____
Its: City Administrator

Approved as to Form:

_____
Joseph J. Langel, City Attorney

STATE OF MINNESOTA)
)ss.
COUNTY OF ANOKA)

The foregoing instrument was acknowledged before me this _____ day of _____, 2016, by Sarah Strommen, the Mayor, and Kurtis G. Ulrich, the City Administrator, of the City of Ramsey, a Minnesota municipal corporation, under the laws of the State of Minnesota, on behalf of the Corporation.

_____
Notary Public

Tenant's Address:

Executive Director
Youth First Community of Promise
6701 Highway 10 N.W.
Ramsey, MN 55303

By: Michelle Anderson
Its: Board Chair

STATE OF MINNESOTA)
)ss.
COUNTY OF ANOKA)

The foregoing instrument was acknowledged before me this _____ day of _____, 2016, by _____, the _____ of Youth First Community of Promise, a Minnesota non-profit corporation, under the laws of the State of Minnesota, on behalf of the Corporation.

_____
Notary Public

232076

Exhibit A
Premises

