

City of Ramsey
Agenda
Revised
Regular City Council
Tuesday, July 28, 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. Receive June 2020 Financial Reports - General Fund and Enterprise Funds
 2. Receive Cash and Investments for Period Ending June 30, 2020
 3. Note the Following Boards, Commissions, and Committee Meeting Minutes:
 - Planning Commission Meeting Minutes Dated June 4, 2020
 - Economic Development Authority Meeting Minutes Dated June 11, 2020
 - Park and Recreation Commission Meeting Minutes Dated June 11, 2020
 - Public Works Committee Meeting Minutes Dated June 16, 2020
 4. Approve Rental Licenses
 5. Adopt Resolution #20-152 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of July 9, 2020 through July 22, 2020.
 6. Adopt Resolution #20-155 Approving Abatement of 14760 Bowers Drive NW (Case of Sandra Dickson)
 7. Adopt Resolution #20-150 Authorizing Partial Payment #1 to Dryden Excavating for Improvement Project #19-10, Hedgehog Street Drainage Improvements.
 8. Adopt Resolution #20-151 Approving Amendment to Listing Agreement with CBRE
 9. Adopt Resolution #20-154 Approving Small Business Grant Program - Phase 2 Covid-19 Business Assistance Program

10. Adopt Resolution #20-157 Accepting Coronavirus Relief Funds from State of Minnesota and Certifying That it Will Honor All Commitments and Maintain Required Information and Documentation.
and
Adopt Resolution #20-158 Allocating Coronavirus Aid, Relief, and Economic Security Act Funds (Known as CARES Act Funds) to Economic Recovery Activities
and
Adopt Resolution #20-159 Allocating Coronavirus Aid, Relief, and Economic Security Act Funds (Known as CARES Act Funds) to Local Government Activities.
11. Adopt Resolution #20-160 Approving Abatement of 8050 147th Ave NW
12. Adopt Resolution #20-161 Approving Grading Agreement for Preserve at Northfork; Case of BK Land Development (Project 19-147)
13. Adopt Resolution #20-162 Approving Assessment Agreement for Municipal Water and Sanitary Sewer Connection at 6314 Highway 10 NW; Case of Electric Systems of Anoka
6. **Public Hearing**
 1. PUBLIC HEARING: Consider Multiple Items Related to Garden View Preliminary Plat; (Project 19-136)
7. **Council Business**
 1. Adopt Ordinance #20-11 Implementing a Gas Franchise Fee on Centerpoint Energy for Providing Gas Service Within the City of Ramsey, Adopt Ordinance #20-12 Implementing an Electric Franchise Fee on Connexus Energy for Providing Electric Service Within the City of Ramsey and Adopt Ordinance #20-13 Implementing an Electric Franchise Fee on the City of Anoka Electric for Providing Electric Service Within the City of Ramsey.
 2. Adopt Ordinance 20-15 Approving an Addition to Chapter 54 of the City Code: Traffic and Vehicles (Municipal Parking Ramp Regulations)
 3. Introduce Ordinance #20-09: Revisions to Section 117-349 related to Accessory Uses and Structures
 4. Adopt Ordinance 20-10 Amending Bulk Standards in the R-1 Residential District
 5. Adopt Resolution #20-153 Approving Manufactures Cohort 2020 Renewal
 6. ~~Resolution #20-163 Demonstrating Values of Kindness and Respect During Unprecedented Times~~
Please Note: this item was removed from the agenda.
 6. Considering a Second Amendment for Purchase Agreement for Cobblestone Hotel, Extending Deadline for Notice to Proceed to August 30, 2020 **Please Note: this case was added to the agenda at the meeting.**
8. **Mayor/Council/Staff Input**

9. Adjournment

CC Regular Session

5. 1.

Meeting Date: 07/28/2020

By: Diana Lund, Finance

Information

Title

Receive June 2020 Financial Reports - General Fund and Enterprise Funds

Purpose/Background:

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

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

Recommendation:

No action required. Informational only.

Action:

No action required. Informational only.

Attachments

June 2020 General Fund Financial Report - Budget to Actual

June 2020 Enterprise Funds - Budget to Actual

Form Review

Inbox

Kurt Ulrich

Form Started By: Diana Lund

Final Approval Date: 07/16/2020

Reviewed By

Kurt Ulrich

Date

07/16/2020 02:29 PM

Started On: 07/16/2020 12:08 PM

**CITY OF RAMSEY
FINANCIAL STATEMENT**



JANUARY 1, 2020 THROUGH PERIOD ENDING: June 30, 2020

GENERAL FUND EXPENDITURES - BY DEPARTMENT -		
Dept	-CURRENT YEAR ADOPTED BUDGET-	CURRENT YTD GENERAL LEDGER
Admin	2,081,454.00	891,015.18
Com Dev	1,192,238.00	535,358.93
Contingency	121,373.00	-
Council	137,330.00	44,721.85
Finance	526,624.00	248,812.57
Fire	1,331,268.00	497,178.87
Legal	131,300.00	46,842.79
Police	4,149,628.00	1,873,988.11
Public Works	3,632,374.00	1,383,673.39
Grand Total	13,303,589.00	5,521,591.69

GENERAL FUND EXPENDITURES - BY CATEGORY -		
Category	-CURRENT YEAR ADOPTED BUDGET-	-CURRENT YTD GENERAL LEDGER-
Capital Outlay	471,000.00	67,095.95
Debt Service	106,373.00	-
Other Services & Charges	2,774,556.00	780,333.89
Personal Services	8,947,160.00	4,209,103.13
Supplies	1,004,500.00	465,058.72
Grand Total	13,303,589.00	5,521,591.69

GENERAL FUND REVENUES - BY CATEGORY -		
Category	-CURRENT YEAR ADOPTED BUDGET-	-CURRENT YTD GENERAL LEDGER-
Taxes	10,625,932.00	676.39
Charges for Services	666,162.00	318,683.94
Business Licenses/Permits	76,400.00	11,130.45
Fines and Forfeits	55,500.00	15,118.47
Federal Intergovernmental	8,000.00	-
State Intergovernmental	384,300.00	97,737.30
Interest	100,000.00	-
Local Intergovernmental	13,295.00	-
Miscellaneous	21,100.00	6,739.39
Non-Business Licenses/Permits	556,900.00	289,777.97
Transfers in	796,000.00	-
Grand Total	13,303,589.00	739,863.91

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

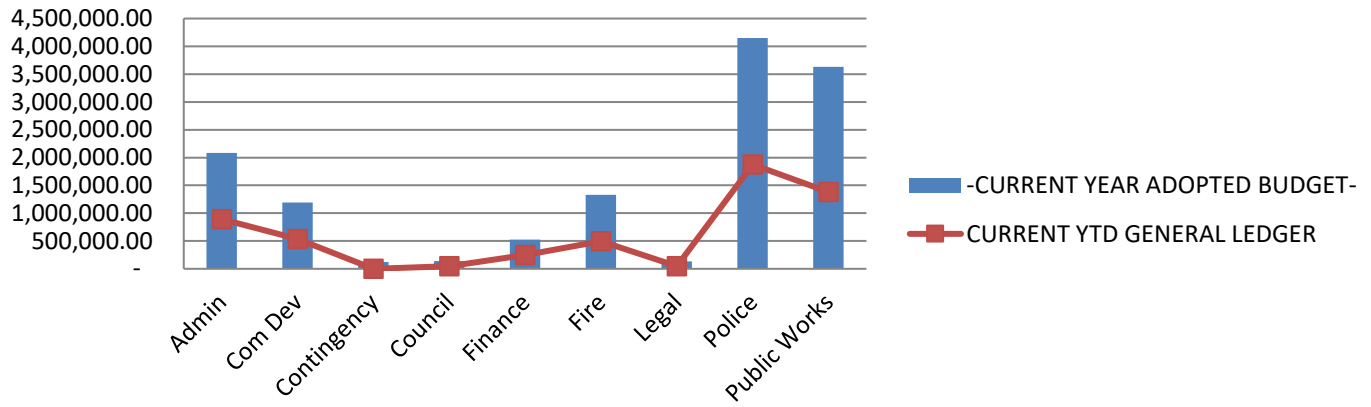
PREPARED BY: FINANCE DEPARTMENT

CITY OF RAMSEY FINANCIAL STATEMENT

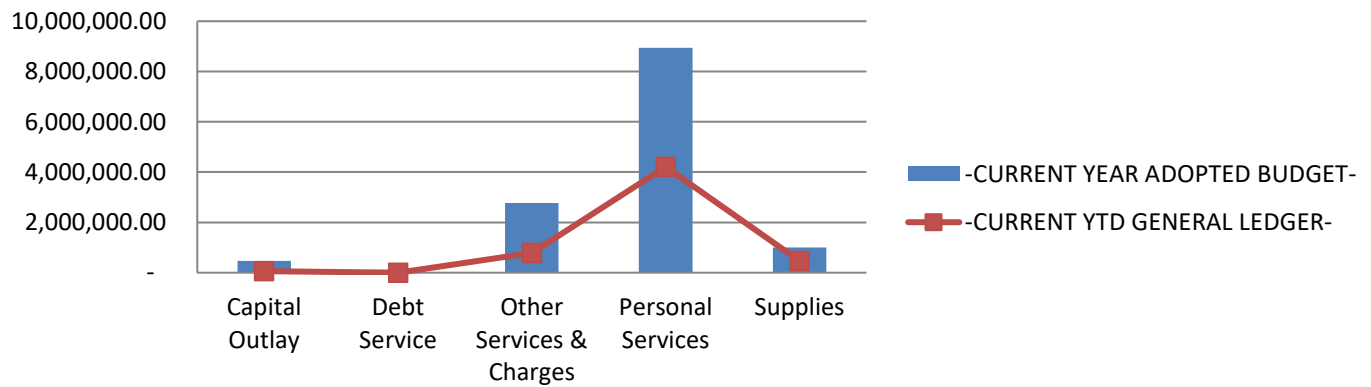


JANUARY 1, 2020 THROUGH PERIOD ENDING: June 30, 2020

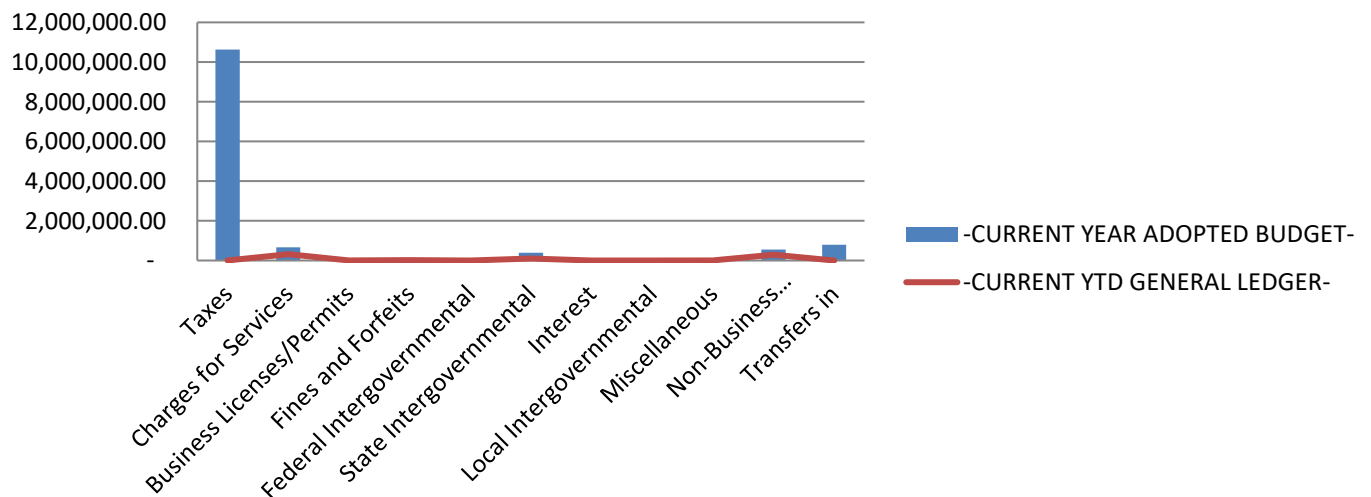
GENERAL FUND EXPENDITURES - BY DEPARTMENT



GENERAL FUND EXPENDITURES - BY CATEGORY



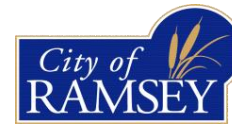
GENERAL FUND REVENUES



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

PREPARED BY: FINANCE DEPARTMENT

**CITY OF RAMSEY
FINANCIAL STATEMENT**



JANUARY 1, 2020 THROUGH PERIOD ENDING: June 30, 2020

REVENUES				
BUSINESS UNIT	9601	WATER UTILITY		
GENERAL LEDGER ACCOUNT	CURRENT YEAR REQUESTED BUDGET	CURRENT YTD GENERAL LEDGER	-% of Budget-	
4140 CREDIT CARD PROCESSING FEES	(15,000.00)	(4,996.34)	33.31%	
4609 OTHER MISCELLANEOUS REVENUES	62,000.00	(1,728.51)	-2.79%	
4652 WATER SALES - RESIDENTIAL	1,301,588.00	242,447.17	18.63%	
4653 WATER SALES-COMMERCIAL	679,518.00	63,568.97	9.36%	
4654 WATER PENALTIES	37,308.00	4,819.70	12.92%	
4655 WATER METER INSTALLATION	12,000.00	8,130.00	67.75%	
4656 WATER METERS	30,000.00	24,881.00	82.94%	
4657 CONNECTION/RECONNECTION FEES	500.00	250.00	50.00%	
4701 INTEREST ON INVESTMENTS	175,000.00	-	0.00%	
4606 DEVELOPER FEES (WAC)		184,957.00	0.00%	
4601 MISCELLANEOUS REVENUE		1,804.15	0.00%	
6436 WATER EFFICIENCY REBATE PROG		4,091.13	0.00%	
Grand Total	2,282,914.00	528,224.27		

EXPENSES				
BUSINESS UNIT	9601	WATER UTILITY		
GENERAL LEDGER ACCOUNT	CURRENT YEAR REQUESTED BUDGET	CURRENT YTD GENERAL LEDGER	-% of Budget-	
6102 F.T. REGULAR-WAGES & SALARIES	247,637.00	87,519.85	35.34%	
6103 FULL TIME-REGULAR-OVERTIME	13,500.00	7,655.45	56.71%	
6105 TEMPORARY-WAGES & SALARIES	19,167.00	2,064.16	10.77%	
6121 PERA CONTRIBUTIONS	54,585.00	7,683.11	14.08%	
6122 FICA/MEDICARE CONTRIBUTIONS	21,667.00	8,252.94	38.09%	
6131 GROUP INSURANCE	34,467.00	12,827.10	37.22%	
6133 WORKERS COMP INSURANCE PREMIUM	14,954.00	-	0.00%	
6208 MISCELLANEOUS OFFICE SUPPLIES	600.00	-	0.00%	
6223 GASOLINE	5,000.00	2,368.79	47.38%	
6225 DIESEL FUEL	3,500.00	202.40	5.78%	
6229 SHOP MATERIALS	600.00	59.12	9.85%	
6231 UNIFORMS & TURN-OUT GEAR	2,900.00	2,318.23	79.94%	
6249 MISCELLANEOUS OPERATING SUPPLY	18,000.00	4,444.48	24.69%	
6257 OTHER VEHICLE PARTS	7,000.00	2,330.50	33.29%	
6273 UTILITY SYSTEM MAINT SUPPLIES	78,000.00	34,546.81	44.29%	
6281 SMALL TOOLS & MINOR EQUIPMENT	6,000.00	221.89	3.70%	
6292 WATER METERS FOR RESALE	70,000.00	17,033.75	24.33%	
6315 MISCELLANEOUS PROFESSIONAL SER	150,000.00	39,905.17	26.60%	
6322 POSTAGE	3,000.00	137.15	4.57%	
6323 CELLULAR PHONES	4,000.00	1,514.78	37.87%	
6334 MILEAGE REIMBURSEMENT	400.00	74.08	18.52%	
6335 TRAINING	2,400.00	3,708.22	154.51%	
6352 GENERAL NOTICE & PUBLIC INFOR	300.00	-	0.00%	
6361 GENERAL LIABILITY/PROPERTY INS	32,000.00	5,567.00	17.40%	
6371 ELECTRIC UTILITIES	150,000.00	39,204.48	26.14%	
6373 GAS	3,000.00	1,028.58	34.29%	
6374 REFUSE/RECYCLING	700.00	271.96	38.85%	
6381 BUILDING & STRUCTURE REPAIR	3,500.00	1,592.11	45.49%	
6439 OTHER MISCELLANEOUS	64,000.00	-	0.00%	
6451 MEMBERSHIP DUES	1,400.00	1,000.00	71.43%	
6489 OTHER CONTRACTED SERVICES	76,000.00	44,136.67	58.07%	
6722 DEPRECIATION	798,000.00	-	0.00%	
6820 OPERATING TRANSFERS TO OTHER F	45,000.00	-	0.00%	
6436 WATER EFFICIENCY REBATE PROG		4,091.13	0.00%	
Grand Total	1,931,277.00	331,759.91		

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

**CITY OF RAMSEY
FINANCIAL STATEMENT**



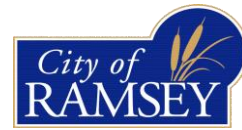
JANUARY 1, 2020 THROUGH PERIOD ENDING: June 30, 2020

REVENUES				
BUSINESS UNIT	9602	SEWER UTILITY		
GENERAL LEDGER ACCOUNT	CURRENT YEAR REQUESTED BUDGET	CURRENT YTD GENERAL LEDGER	-% of Budget-	
4140 CREDIT CARD PROCESSING FEES	(12,000.00)	(6,139.96)	51.17%	
4356 SEWER AVAILABILITY CHARGE-ADM	5,000.00	844.90	16.90%	
4609 OTHER MISCELLANEOUS REVENUES	5,000.00	-	0.00%	
4661 RESIDENTIAL-SEWER CHARGES	1,283,710.00	329,443.70	25.66%	
4662 COMMERCIAL-SEWER CHARGES	374,508.00	90,429.57	24.15%	
4663 SEWER PENALTIES	40,000.00	7,221.32	18.05%	
4701 INTEREST ON INVESTMENTS	125,000.00	-	0.00%	
4606 DEVELOPER FEES (WAC)	-	81,271.00	0.00%	
4601 MISCELLANEOUS REVENUE	-	1,804.16	0.00%	
Grand Total	1,821,218.00	504,874.69		

EXPENSES				
BUSINESS UNIT	9602	SEWER UTILITY		
GENERAL LEDGER ACCOUNT	CURRENT YEAR REQUESTED BUDGET	CURRENT YTD GENERAL LEDGER	-% of Budget-	
6102 F.T. REGULAR-WAGES & SALARIES	167,737.00	38,614.80	23.02%	
6103 FULL TIME-REGULAR-OVERTIME	-	365.51	0.00%	
6105 TEMPORARY-WAGES & SALARIES	-	2,093.17	0.00%	
6121 PERA CONTRIBUTIONS	30,580.00	3,155.83	10.32%	
6122 FICA/MEDICARE CONTRIBUTIONS	12,945.00	3,338.05	25.79%	
6131 GROUP INSURANCE	6,757.00	-	0.00%	
6133 WORKERS COMP INSURANCE PREMIUM	8,476.00	-	0.00%	
6223 GASOLINE	4,000.00	1,255.24	31.38%	
6225 DIESEL FUEL	2,800.00	224.07	8.00%	
6249 MISCELLANEOUS OPERATING SUPPLY	18,000.00	12,430.23	69.06%	
6275 OTHER EQUIPMENT PARTS	9,000.00	4,923.26	54.70%	
6315 MISCELLANEOUS PROFESSIONAL SER	65,000.00	1,162.50	1.79%	
6334 MILEAGE REIMBURSEMENT	400.00	36.96	9.24%	
6335 TRAINING	2,400.00	1,193.00	49.71%	
6361 GENERAL LIABILITY/PROPERTY INS	22,000.00	541.00	2.46%	
6371 ELECTRIC UTILITIES	17,000.00	5,029.93	29.59%	
6373 GAS	2,500.00	771.96	30.88%	
6374 REFUSE/RECYCLING	700.00	271.96	38.85%	
6377 SEWER SERVICE CHARGE	853,599.00	497,932.68	58.33%	
6489 OTHER CONTRACTED SERVICES	28,000.00	5,768.54	20.60%	
6722 DEPRECIATION	535,500.00	-	0.00%	
6820 OPERATING TRANSFERS TO OTHER F	39,000.00	-	0.00%	
Grand Total	1,826,394.00	579,108.69		

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**CITY OF RAMSEY
FINANCIAL STATEMENT**



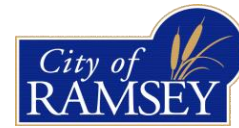
JANUARY 1, 2020 THROUGH PERIOD ENDING: June 30, 2020

REVENUES				
BUSINESS UNIT	9603	STREET LIGHT UTILITY		
GENERAL LEDGER ACCOUNT	CURRENT YEAR REQUESTED BUDGET	CURRENT YTD GENERAL LEDGER	-% of Budget-	
4140 CREDIT CARD PROCESSING FEES	(3,500.00)	(1,264.11)	36.12%	
4681 CHARGES FOR STREET LIGHTS	156,933.00	40,230.77	25.64%	
4683 STREET LIGHTING PENALTIES	7,000.00	1,133.71	16.20%	
4701 INTEREST ON INVESTMENTS	15,000.00	-	0.00%	
4684 PRIORITY STREET LIGHT	53,012.00	13,445.60	25.36%	
Grand Total	228,445.00	53,545.97		

EXPENSES				
BUSINESS UNIT	9603	STREET LIGHT UTILITY		
GENERAL LEDGER ACCOUNT	CURRENT YEAR REQUESTED BUDGET	CURRENT YTD GENERAL LEDGER	-% of Budget-	
6371 ELECTRIC UTILITIES	125,000.00	50,431.70	40.35%	
6489 OTHER CONTRACTED SERVICES	14,300.00	5,213.54	36.46%	
6722 DEPRECIATION	48,801.00	-	0.00%	
6820 OPERATING TRANSFERS TO OTHER F	22,000.00	-	0.00%	
Grand Total	210,101.00	55,645.24		

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**CITY OF RAMSEY
FINANCIAL STATEMENT**



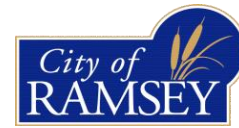
JANUARY 1, 2020 THROUGH PERIOD ENDING: June 30, 2020

REVENUES				
BUSINESS UNIT	9604	RECYCLING UTILITY		
GENERAL LEDGER ACCOUNT	CURRENT YEAR REQUESTED BUDGET	CURRENT YTD GENERAL LEDGER	-% of Budget-	
4140 CREDIT CARD PROCESSING FEES	(4,000.00)	(1,564.63)	39.12%	
4287 OTHER LOCAL GOVERNMENT GRANTS	77,566.00	-	0.00%	
4609 OTHER MISCELLANEOUS REVENUES	-	458.75	0.00%	
4671 RECYCLING CHARGES	313,100.00	79,935.83	25.53%	
4672 RECYCLING PENALTIES	8,000.00	1,708.36	21.35%	
4701 INTEREST ON INVESTMENTS	3,500.00	-	0.00%	
Grand Total	398,166.00	80,538.31		

EXPENSES				
BUSINESS UNIT	9604	RECYCLING UTILITY		
GENERAL LEDGER ACCOUNT	CURRENT YEAR REQUESTED BUDGET	CURRENT YTD GENERAL LEDGER	-% of Budget-	
6102 F.T. REGULAR-WAGES & SALARIES	22,465.00	4,357.45	19.40%	
6104 PART TIME-WAGES & SALARIES	7,280.00	-	0.00%	
6121 PERA CONTRIBUTIONS	2,231.00	333.11	14.93%	
6122 FICA/MEDICARE CONTRIBUTIONS	2,286.00	292.58	12.80%	
6131 GROUP INSURANCE	3,437.00	-	0.00%	
6133 WORKERS COMP INSURANCE PREMIUM	236.00	-	0.00%	
6249 MISCELLANEOUS OPERATING SUPPLY	32,000.00	3,733.00	11.67%	
6322 POSTAGE	300.00	27.50	9.17%	
6489 OTHER CONTRACTED SERVICES	325,000.00	164,230.34	50.53%	
Grand Total	395,235.00	172,973.98		

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**CITY OF RAMSEY
FINANCIAL STATEMENT**



JANUARY 1, 2020 THROUGH PERIOD ENDING: June 30, 2020

REVENUES				
BUSINESS UNIT	9605	STORM WATER UTILITY		
GENERAL LEDGER ACCOUNT	CURRENT YEAR REQUESTED BUDGET	CURRENT YTD GENERAL LEDGER	-% of Budget-	
4140 CREDIT CARD PROCESSING FEES	(6,500.00)	(2,882.33)	44.34%	
4693 STORM WATER-RESIDENTIAL	563,931.00	144,627.66	25.65%	
4694 STORM WATER-COMMERCIAL	554,175.00	138,568.48	25.00%	
4695 STORM WATER-PENALTIES	21,493.00	4,285.96	19.94%	
4701 INTEREST ON INVESTMENTS	15,000.00	-	0.00%	
Grand Total	1,148,099.00	284,599.77		

EXPENSES				
BUSINESS UNIT	9605	STORM WATER UTILITY		
GENERAL LEDGER ACCOUNT	CURRENT YEAR REQUESTED BUDGET	CURRENT YTD GENERAL LEDGER	-% of Budget-	
6102 F.T. REGULAR-WAGES & SALARIES	138,085.00	27,033.26	19.58%	
6105 TEMPORARY-WAGES & SALARIES	-	888.60	0.00%	
6121 PERA CONTRIBUTIONS	27,356.00	2,055.31	7.51%	
6122 FICA/MEDICARE CONTRIBUTIONS	10,598.00	2,124.37	20.05%	
6131 GROUP INSURANCE	20,781.00	-	0.00%	
6133 WORKERS COMP INSURANCE PREMIUM	5,889.00	-	0.00%	
6225 DIESEL FUEL	5,500.00	2,744.00	49.89%	
6249 MISCELLANEOUS OPERATING SUPPLY	10,000.00	2,803.31	28.03%	
6257 OTHER VEHICLE PARTS	9,500.00	2,769.00	29.15%	
6315 MISCELLANEOUS PROFESSIONAL SER	60,000.00	1,333.27	2.22%	
6361 GENERAL LIABILITY/PROPERTY INS	8,652.00	-	0.00%	
6371 ELECTRIC UTILITIES	3,000.00	1,118.67	37.29%	
6373 GAS	2,500.00	771.95	30.88%	
6374 REFUSE/RECYCLING	700.00	271.96	38.85%	
6451 MEMBERSHIP DUES	22,000.00	-	0.00%	
6489 OTHER CONTRACTED SERVICES	40,000.00	5,213.44	13.03%	
6722 DEPRECIATION	344,793.00	-	0.00%	
6820 OPERATING TRANSFERS TO OTHER F	34,000.00	-	0.00%	
Grand Total	743,354.00	49,127.14		

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

CC Regular Session

5. 2.

Meeting Date: 07/28/2020

By: Diana Lund, Finance

Information

Title

Receive Cash and Investments for Period Ending June 30, 2020

Purpose/Background:

Purpose: Receive reports of the city's cash and investments for the period ending June 30, 2020.

Cash and investment report shows the monthly cash flow - receipts and expenditures through June 30, 2020 with the current listing of the city's investment portfolio.

Recommendation:

No action required. Informational only.

Action:

No action required. Informational only.

Attachments

Cash & Investments for Period Ending June 30, 2020

Form Review

Inbox

Kurt Ulrich

Form Started By: Diana Lund

Final Approval Date: 07/16/2020

Reviewed By

Kurt Ulrich

Date

07/16/2020 02:24 PM

Started On: 07/16/2020 07:49 AM

CITY OF RAMSEY
REPORT OF POOLED CASH FLOWS
Period Ended June 30, 2020

	June-20 CURRENT MONTH	2020 YEAR-TO-DATE
CASH AND TEMPORARY INVESTMENTS		
BEGINNING BALANCE	\$ 80,289,239.97	\$ 84,144,038.99
CASH INFLOWS:		
Daily Deposit	1,660,428.35	5,212,723.87
Tax Settlements	3,400,000.00	3,516,640.63
U/B Receipts	87,778.20	1,005,151.19
Credit Cards (Includes Utility Billing)	114,441.11	1,726,070.49
Interest Earnings [Net of Interest Paid on Investments]	197,005.63	882,972.99
Bond Proceeds	-	-
TOTAL CASH INFLOW	\$ 5,459,653.29	\$ 12,343,559.17
TOTAL CASH AVAILABLE	\$ 85,748,893.26	\$ 96,487,598.16
CASH OUTFLOWS:		
Prepaid Checks	635,430.93	4,641,792.94
Bills Lists	472,316.38	2,893,487.81
Pay Estimates	-	-
Credit Cards	10,436.50	33,172.22
Payroll - Net	398,205.07	2,425,271.22
Flex Reimbursement	4,157.05	23,388.76
Void Checks/Dormant Checks Paid	(866.82)	(46,463.03)
Debt Service	256,178.76	2,543,332.35
Miscellaneous [Bank Charges; etc.]	149.00	729.50
TOTAL CASH OUTFLOW	\$ 1,776,006.87	\$ 12,514,711.77
POOLED CASH AND TEMPORARY INVESTMENTS		
ENDING BALANCE	\$ 83,972,886.39	\$ 83,972,886.39
MEMO - NET 2019 CASH INFLOW (OUTFLOW)	3,683,646.42	(171,152.60)
INVESTMENT PORTFOLIO SUMMARY		
BEGINNING BALANCE	\$ 66,286,984.23	73,537,171.61
Purchases	4,968,338.71	21,893,338.71
Maturities/Sales	(4,608,031.01)	(28,783,218.39)
ENDING BALANCE	\$ 66,647,291.93	\$ 66,647,291.93

2020 CASH AND INVESTMENT ACTIVITY

CITY INVEST #	STATED MAT DATE	BROKER	SECURITY DESCRIP	FDIC #	CUSIP	PRIN	PURCH	SOLD/	BV PRIN BAL	PAR
						BAL		MATURE		
						1/1/2020	2020	2020	12/31/2020	
191205	12/4/2020	4M	Term Series 4M			500,000.00		0.00	500,000.00	500,000.00
190927	3/31/2020	4M	Term Series 4M			1,750,000.00		1,750,000.00	0.00	1,750,000.00
190328	3/31/2020	4M	Term Series 4M			1,000,000.00		1,000,000.00	0.00	1,000,000.00
200204B	5/5/2020	4M	Term Series 4M			0.00	2,000,000.00	2,000,000.00	0.00	2,000,000.00
190131C	1/30/2020	4M	Term Series 4M			2,000,000.00		2,000,000.00	0.00	2,000,000.00
									500,000.00	
160322B	1/1/2020	BAIRD	MINNETONKA MN ISD 276		604195D20	100,000.00		100,000.00	0.00	100,000.00
150701A	2/1/2020	BAIRD	WINTHROP MN TAX		976367ND0	290,000.00		290,000.00	0.00	290,000.00
191008A	12/1/2020	BAIRD	ROCK ISLAND IL TAX		7724872H6	255,000.00		0.00	255,000.00	255,000.00
150701B	2/1/2021	BAIRD	WINTHROP MN TAX		976367NE8	305,000.00		0.00	305,000.00	305,000.00
160322A	3/22/2021	BAIRD	FNMA		3136H3BT1	250,000.00		0.00	250,000.00	250,000.00
140904	9/1/2021	BAIRD	OKLAHOMA TAXABLE		678519RP6	535,000.00		0.00	535,000.00	535,000.00
191008B	12/1/2021	BAIRD	ROCK ISLAND IL TAX		7724872J2	270,000.00		0.00	270,000.00	270,000.00
191008C	12/1/2022	BAIRD	ROCK ISLAND IL TAX		7724872K9	270,000.00		0.00	270,000.00	270,000.00
									1,885,000.00	
180302	1/2/2020	ICD SEC	CD-AXIOM BANK	31390	05464LAV3	200,000.00		200,000.00	0.00	200,000.00
200130A	1/30/2023	ICD SEC	CD-UNION BANK	34934	90520VATO		245,000.00	245,000.00	0.00	245,000.00
200130B	7/30/2021	ICD SEC	CD-COMMUNITY BANKE	26871	20361LCG7		245,000.00	0.00	245,000.00	245,000.00
180124A	1/24/2020	ICD SEC	CD-CROSSFIRST BANK	58648	2766ACD5	249,000.00		249,000.00	0.00	249,000.00
170728B	1/28/2020	ICD SEC	CD-NATIONWIDE BANK	34710	63861NAH8	249,000.00		249,000.00	0.00	249,000.00
180129	1/29/2020	ICD SEC	CD-FORTUNE BANK	58107	34969RCD8	248,000.00		248,000.00	0.00	248,000.00
180730	2/28/2020	ICD SEC	CD-METABANK	30776	59101LEF0	245,000.00		245,000.00	0.00	245,000.00
170928	3/27/2020	ICD SEC	CD-CONNECTONE BANK	57919	20786ABV6	249,000.00		249,000.00	0.00	249,000.00
170929	3/27/2020	ICD SEC	CD-LANDMARK COMM B	34982	51507LBM5	249,000.00		249,000.00	0.00	249,000.00
180329	3/30/2020	ICD SEC	CD-CITIBANK-Semiannual	7213	17312QHS1	249,000.00		249,000.00	0.00	249,000.00
180406C	4/6/2020	ICD SEC	CD-SYNCHRONY BANK-S	27314	87164WUX4	249,000.00		249,000.00	0.00	249,000.00
180712	4/13/2020	ICD SEC	CD-HADDON SAVINGS B.	28222	404730BV4	245,000.00		245,000.00	0.00	245,000.00
180417	4/17/2020	ICD SEC	CD-SOUTHWEST NATION	4801	845182BK9	151,000.00		151,000.00	0.00	151,000.00
180727B	4/27/2020	ICD SEC	CD-PLUS INTERNATIONAL	57083	7294OUJH9	245,000.00		245,000.00	0.00	245,000.00
180430B	4/30/2020	ICD SEC	CD-MAGYAR BANK-Semi	30704	55977RBP7	225,000.00		225,000.00	0.00	225,000.00
190607	5/7/2020	ICD SEC	CD-BANK OZARK	110	064417NJE4	245,000.00		245,000.00	0.00	245,000.00
181217A	5/18/2020	ICD SEC	CD-FIRST SOURCE BANK	9087	33646CKN3	245,000.00		245,000.00	0.00	245,000.00
170922	5/26/2020	ICD SEC	CD-TEXAS EXCHANGE B.	20096	88241TCA6	249,000.00		249,000.00	0.00	249,000.00
190827	5/27/2020	ICD SEC	CD-ZIONS BANKCORP	2270	98970I2Q5	245,000.00		245,000.00	0.00	245,000.00
190530C	5/29/2020	ICD SEC	CD-BANK UNITED	58979	066519IV2	245,000.00		245,000.00	0.00	245,000.00
171130C	5/29/2020	ICD SEC	CD-HENRY COUNTY BAN	15384	426336BM4	200,000.00		200,000.00	0.00	200,000.00
180531A	5/29/2020	ICD SEC	CD-STEARNS BANK	10988	857894WV9	249,000.00		249,000.00	0.00	249,000.00
180530	5/29/2020	ICD SEC	CD-WEX BANK-Semiannua	34697	92937CHA9	249,000.00		249,000.00	0.00	249,000.00
181207	6/8/2020	ICD SEC	CD-CIT BANK	58978	12556LAN6	245,000.00		245,000.00	0.00	245,000.00
190612	6/11/2020	ICD SEC	CD-FIRST FINANCIAL BA	6600	32021SGD2	245,000.00		245,000.00	0.00	245,000.00
181212B	6/12/2020	ICD SEC	CD-BANK OF AMERICA	3510	06051VD37	245,000.00		245,000.00	0.00	245,000.00
171215B	6/15/2020	ICD SEC	CD-PACIFIC CITY BANK	57463	69406PCT4	249,000.00		249,000.00	0.00	249,000.00
181214	6/15/2020	ICD SEC	CD-PINNACLE BANK	35583	72345SHM6	245,000.00		245,000.00	0.00	245,000.00
181221	6/22/2020	ICD SEC	CD-BROOKLINE BANK	17798	11373QFZ6	245,000.00		245,000.00	0.00	245,000.00
180629B	6/25/2020	ICD SEC	CD-FIRST INTERNET BAN	34607	32056GC21	249,000.00		249,000.00	0.00	249,000.00
181228B	6/29/2020	ICD SEC	CD-COMMUNITY FIRST E	57511	20368TCH1	245,000.00		245,000.00	0.00	245,000.00
180706	7/6/2020	ICD SEC	CD-ORIENTAL BANK	31469	68621KBWO	245,000.00		0.00	245,000.00	245,000.00
190711	7/13/2020	ICD SEC	CD-SECURITY BANK	15731	81404QABO	245,000.00		0.00	245,000.00	245,000.00
180117	7/17/2020	ICD SEC	CD-CITIZENS NATIONAL	06531	175144DH4	150,000.00		0.00	150,000.00	150,000.00
180718A	7/20/2020	ICD SEC	CD-UNITED STATE BANK	12214	91153QAE6	245,000.00		0.00	245,000.00	245,000.00
170726	7/27/2020	ICD SEC	CD-GOLDMAN SACHS	33124	38148PLS4	249,000.00		0.00	249,000.00	249,000.00
190514	8/14/2020	ICD SEC	CD-DIME COMMUNITY B	16012	25432JAA1	245,000.00		0.00	245,000.00	245,000.00
180831A	8/31/2020	ICD SEC	CD-PROVIDENT BANK	90141	743837DK9	204,000.00		0.00	204,000.00	204,000.00
180921A	9/21/2020	ICD SEC	CD-DISCOVER BANK	5649	254673TS5	145,000.00		0.00	145,000.00	145,000.00
190621B	9/21/2020	ICD SEC	CD-GREAT SOUTHERN B.	29546	39120VSJ4	245,000.00		245,000.00	0.00	245,000.00
171012	10/13/2020	ICD SEC	CD-ALLY BANK	57803	03006LSZ2	74,000.00		0.00	74,000.00	74,000.00
181217B	10/16/2020	ICD SEC	CD-FARM BUREAU BANK	35157	307660LA6	245,000.00		0.00	245,000.00	245,000.00
190726A	10/26/2020	ICD SEC	CD-COMMUNITY WEST E	27572	20415Q6W3	245,000.00		0.00	245,000.00	245,000.00
171027	10/27/2020	ICD SEC	CD-THIRD FEDERAL SAV	30012	88413QBS6	249,000.00		0.00	249,000.00	249,000.00
190523	11/23/2020	ICD SEC	CD-CIBC BANK	33306	12547CAE8	245,000.00		0.00	245,000.00	245,000.00
181213	12/14/2020	ICD SEC	CD-ALLY BANK	57803	02007GGP2	75,000.00		0.00	75,000.00	75,000.00
181228F	12/28/2020	ICD SEC	CD-BANK OF PRINCETON	58513	065452OAV1	245,000.00		0.00	245,000.00	245,000.00
181228E	12/28/2020	ICD SEC	CD-FIRST BANK OF PUER	30387	33767A6W6	249,000.00		0.00	249,000.00	249,000.00
191230E	12/29/2020	ICD SEC	CD-BANK OF CHINA	33653	06428FPU5	245,000.00		0.00	245,000.00	245,000.00
171229B	12/29/2020	ICD SEC	CD-STATE BANK OF FEN	11406	856188AV9	249,000.00		0.00	249,000.00	249,000.00
190118B	1/19/2021	ICD SEC	CD-NBT BANK NA	7230	628779GB0	245,000.00		0.00	245,000.00	245,000.00
190719B	1/19/2021	ICD SEC	CD-WELLSLEY BANK	26605	94948LCR0	245,000.00		0.00	245,000.00	245,000.00
180726	4/26/2021	ICD SEC	CD-SIGNATURE BANK	57269	82668XFZ6	245,000.00		0.00	245,000.00	245,000.00
190712	7/12/2021	ICD SEC	CD-TIAA FSB	34775	87270LCJ0	85,000.00		0.00	85,000.00	85,000.00
180717	7/16/2021	ICD SEC	CD-CURRIE STATE BANK	8833	23130SDL4	245,000.00		0.00	245,000.00	85,000.00
190118A	7/19/2021	ICD SEC	CD-TIAA FSB	34775	87270LBQ5	156,000.00		0.00	156,000.00	85,000.00
190723	7/23/2021	ICD SEC	CD-SECURITY STATE BA	11907	81500JAT0	245,000.00		245,000.00	0.00	85,000.00

2020 CASH AND INVESTMENT ACTIVITY

CITY	INVEST #	STATED MAT DATE	BROKER	SECURITY DESCRIP	FDIC #	CUSIP	PRIN	PURCH	SOLD/	BV	PAR
							BAL	2020	MATURE	PRIN	BAL
							1/1/2020		2020	12/31/2020	
190731B		7/30/2021	ICD SEC	CD-CURRIE STATE BANK	8172	510354AB9	245,000.00		0.00	245,000.00	85,000
190909		9/9/2021	ICD SEC	CD-READING COOP BAN	26620	755324CH1	245,000.00		245,000.00	0.00	245,000
180718B		10/18/2021	ICD SEC	CD-HERITAGE BANK	30090	42724JEH4	245,000.00		0.00	245,000.00	245,000.00
191023		10/22/2021	ICD SEC	CD-GREAT WESTERN BA	15289	391414BMO	245,000.00		245,000.00	0.00	245,000
190719C		11/19/2021	ICD SEC	CD-BANK OF NEW ENGL	24540	06426KBF4	245,000.00		245,000.00	0.00	245,000
191211		12/13/2021	ICD SEC	CD-SALLIE MAE BANK	58177	7954505X9	245,000.00		0.00	245,000.00	245,000
181228D		12/28/2021	ICD SEC	CD-BAR HARBOR BANK	11971	066851WK8	245,000.00		0.00	245,000.00	245,000
181228C		12/28/2021	ICD SEC	CD-BMW BANK	35141	05580AQB3	96,000.00		0.00	96,000.00	96,000
190628A		12/28/2021	ICD SEC	CD-FLAGSTAR BANK	32541	33847E2Q9	245,000.00		0.00	245,000.00	245,000
191231A		12/31/2021	ICD SEC	CD-IOWA TRUST & SAVI	18400	462595BB4	245,000.00		0.00	245,000.00	245,000
190130		1/30/2022	ICD SEC	CD-SECURITY FIRST BAN	5415	8142PAX9	245,000.00		245,000.00	0.00	245,000
190828A		2/28/2022	ICD SEC	CD-SB ONE BANK	22221	78414TBD3	245,000.00		245,000.00	0.00	245,000.00
191121		5/20/2022	ICD SEC	CD-AMERICAN NATIONA	33812	066519JV2	245,000.00		245,000.00	0.00	245,000
190718		7/18/2022	ICD SEC	CD-WESTERN BANK OF V	341	95772AAK9	245,000.00		245,000.00	0.00	245,000
190719A		7/19/2022	ICD SEC	CD-FRONTIER BANK	33922	359067CZ6	245,000.00		245,000.00	0.00	245,000
180727A		7/27/2022	ICD SEC	CD-KANSAS STATE BANF	19899	50116C8BY4	245,000.00		0.00	245,000.00	245,000.00
191025		10/25/2022	ICD SEC	CD-FLORIDA CAPITAL B	26323	340569GH7	245,000.00		245,000.00	0.00	245,000
191220C		12/20/2022	ICD SEC	CD-FRANKLIN SYNERGY	58714	35471TFQ0	245,000.00		245,000.00	0.00	245,000
191227A		12/27/2022	ICD SEC	CD-PROMISEONE BANK	58657	74348HAB4	245,000.00		0.00	245,000.00	245,000
191227B		12/27/2022	ICD SEC	CD-LCA BANK	58148	501798PB2	245,000.00		245,000.00	0.00	245,000
191230D		12/30/2022	ICD SEC	CD-FIRST NATIONAL BAN	03330	32112UDL2	245,000.00		0.00	245,000.00	245,000
191230C		6/30/2023	ICD SEC	CD-BANK OF SOUTHERN	57044	065104AF8	245,000.00		0.00	245,000.00	245,000
191115B		11/15/2023	ICD SEC	CD-LIVE OAKS BANKING	58665	066519JV2	245,000.00		245,000.00	0.00	245,000
191206		12/6/2023	ICD SEC	CD-LIBERTY NATIONAL I	6516	530880AL7	245,000.00		245,000.00	0.00	245,000
191220B		12/20/2024	ICD SEC	CD-FIRST BANK MCCOM	05907	319234BF6	245,000.00		245,000.00	0.00	245,000
										7,861,000.00	
150903		11/1/2021	Northland	BROOKFIELD WI, TAXABLE		112857-BL-0	500,000.00		0.00	500,000.00	500,000
200123		12/15/2022	Northland	LIVERNE MN TAX		550629-VE-6		330,000.00	0.00	330,000.00	330,000
200130D		3/1/2022	Northland	RICHLAND SCHOOL DISTRICT		764080-FN-2		200,000.00	50,000.00	150,000.00	200,000
200113		3/1/2027	Northland	RICHLAND SCHOOL DISTRICT		764080-FT-9		165,000.00	0.00	165,000.00	165,000
200323		12/1/2020	Northland	NEW HAMPSHIRE STATE TAX		644682-4H-6		285,000.00	0.00	285,000.00	285,000
200326A		4/1/2023	Northland	TULSA COUNTY OK TAX		899525-TR-0		100,000.00	0.00	100,000.00	100,000
200609		2/1/2021	Northland	MOUNTAIN LAKE MN TAX		624148-ME-9		170,000.00	0.00	170,000.00	170,000
200625		3/1/2029	Northland	LAWRENCE MASS TAX		520228-6Q-5		180,000.00	0.00	180,000.00	180,000
190627		2/1/2020	Northland	MOORHEAD MINN ISD #152		616157-SK-0	500,000.00		500,000.00	0.00	500,000
110310		2/1/2020	Northland	BROOKLYN CENTER ISD#286		113853-KG-9	285,000.00		285,000.00	0.00	285,000
100803D		2/1/2020	Northland	NEW PRAGUE BAB		648159-TZ-4	70,000.00		70,000.00	0.00	70,000
161003C		2/1/2020	Northland	OLIVIA MN TAX		681079-YF-0	100,000.00		100,000.00	0.00	100,000
171228A		2/1/2020	Northland	SCOTT COUNTY TAX		809557-AY-7	60,000.00		60,000.00	0.00	60,000
140502		2/15/2020	Northland	COLLINGSWOOD NJ TAX		194756-PQ-9	145,000.00		145,000.00	0.00	145,000
171218B		3/1/2020	Northland	GLENDALE RIVER HILLS WIS TAX		378541-CN-4	135,000.00		135,000.00	0.00	135,000
160606		5/1/2020	Northland	ANCHOR BAY MI SCH DISTRICT		355185-PJ-2	500,000.00		500,000.00	0.00	500,000
160728A		5/1/2020	Northland	WISCONSIN STATE TAX		97705M-DS-1	500,000.00		500,000.00	0.00	500,000
140730B		6/1/2020	Northland	DES MOINES IA TAXABLE		25009X-GC-3	145,000.00		145,000.00	0.00	145,000
180212C		6/1/2020	Northland	IOWA WESTIN COMM COLLEGE		462612-SB-9	160,000.00		160,000.00	0.00	160,000
141006		6/1/2020	Northland	NORTHEAST IOWA COMM COLLEGE		664214-JQ-7	320,000.00		320,000.00	0.00	320,000
170620B		6/1/2020	Northland	WATERLOO IOWA TAXABLE		941647-VT-3	210,000.00		210,000.00	0.00	210,000
181011		10/1/2020	Northland	OKLAHOMA COUNTY ISD #6		678720-KJ-1	400,000.00		0.00	400,000.00	400,000
191003B		12/1/2020	Northland	SOUTH-WESTERN CITY SCHOOL DIST C		840658-PX-0	230,000.00		0.00	230,000.00	230,000
140620		12/1/2020	Northland	CELINA OHIO SCHOOL DISTR		151069-FD-8	300,000.00		0.00	300,000.00	300,000
130815A		12/1/2020	Northland	CHASKA, MN TAX		161664-DY-0	75,000.00		0.00	75,000.00	75,000
120308A		12/1/2020	Northland	SHOREWOOD WIS TAX		825230-KU-8	75,000.00		0.00	75,000.00	150,000
130702B		1/1/2021	Northland	MINNETONKA ISD #276		604195-VY-0	400,000.00		0.00	400,000.00	400,000
130722		2/1/2021	Northland	MOUND MN TAXABLE		620535-W4-2	95,000.00		0.00	95,000.00	95,000
171228B		2/1/2021	Northland	SCOTT COUNTY TAX		809557-AZ-4	115,000.00		0.00	115,000.00	115,000
190220A		3/1/2021	Northland	FRANKLIN WIS TAX		419791-U97	500,000.00		0.00	500,000.00	500,000
170712		7/1/2021	Northland	GARDENDALE ALA TAX		365478-DQ-6	240,000.00		0.00	240,000.00	240,000
190628A		8/1/2021	Northland	WASHINGTON STATE GO TAX		93974DYX0	500,000.00		0.00	500,000.00	500,000
190731A		11/30/2021	Northland	CD-ENERBANK		29266N7E1	148,000.00		0.00	148,000.00	148,000
191017		12/1/2021	Northland	COLUMBS OH SCHOOL DISTR		199507-6J-8	130,000.00		0.00	130,000.00	130,000
130815B		12/1/2021	Northland	CHASKA, MN TAX		161664-DZ-7	75,000.00		0.00	75,000.00	75,000
141104		2/1/2022	Northland	DULUTH MN TAXABLE		264438-G5-5	150,000.00		0.00	150,000.00	150,000
150430		2/1/2022	Northland	MINNETONKA ISD #276		604195-YG-6	270,000.00		0.00	270,000.00	270,000
130624B		2/1/2022	Northland	RAMSEY COUNTY TAXABLE		751622-HG-9	285,000.00		0.00	285,000.00	285,000
190826		3/1/2022	Northland	OCONOMOWOC WIS TAX BOND		675635-KW-5	250,000.00		0.00	250,000.00	250,000
120321		3/1/2022	Northland	MADISION WI SCHOOL DISTR		558495-KN-6	500,000.00		0.00	500,000.00	500,000
190703		4/1/2022	Northland	WEST ALLIS WIS TAX		951173-JA-2	180,000.00		0.00	180,000.00	180,000
190424		5/15/2022	Northland	TEXAS A&M TAX		88213AEH4	130,000.00		0.00	130,000.00	130,000
120606B		6/1/2022	Northland	CEDAR RAPIDS IO TAX		150528-N2-6	135,000.00		135,000.00	0.00	135,000
170109		6/1/2022	Northland	DESMOINES IA TAX		250097-J3-7	200,000.00		0.00	200,000.00	200,000
150109		10/1/2022	Northland	HUBBARD COUNTY TAX		443348-DE-4	135,000.00		0.00	135,000.00	140,000
190515		11/1/2022	Northland	MICHIGAN STATE SCHOOL TAX		594612-CY-7	205,000.00		0.00	205,000.00	205,000
120308B		12/1/2022	Northland	SHOREWOOD WIS TAX		825230-KW-4	150,000.00		0.00	150,000.00	150,000
130624A		2/1/2023	Northland	RAMSEY COUNTY TAXABLE		751622-HH-7	595,000.00		0.00	595,000.00	595,000

2020 CASH AND INVESTMENT ACTIVITY

CITY	STATED MAT	BROKER	SECURITY DESCRIP	FDIC #	CUSIP	PRIN	PURCH	SOLD/	BV	PAR
						BAL		MATURE	PRIN	
INVEST #	DATE					1/1/2020	2020	2020	12/31/2020	
190628B	4/1/2023	Northland	WEST ALLIS WIS TAX		951173NP4	240,000.00		0.00	240,000.00	240,000
160812	5/1/2023	Northland	MONROE MI TAX		611101-MF-0	190,000.00		0.00	190,000.00	190,000
191107A	6/1/2023	Northland	NEWTON IOWA TAX		652810-YZ-9	315,000.00		65,000.00	250,000.00	315,000
190726B	6/1/2023	Northland	DESMOINES IA COMM COLLEGE TAX		250097L75	250,000.00		0.00	250,000.00	250,000
120606A	6/1/2023	Northland	CEDAR RAPIDS IO TAX		150528-PA-9	140,000.00		140,000.00	0.00	140,000
180913	7/31/2023	Northland	CD-BANK NEW ENGLAND SALEM		06426K-AN-8	245,000.00		0.00	245,000.00	245,000
121228B	9/1/2023	Northland	MIDDLETON WIS REFUND		596782-T6-7	300,000.00		0.00	300,000.00	300,000
190220B	11/1/2023	Northland	HAWAII ST GO BONDS		214471-PA-6	200,000.00		0.00	200,000.00	200,000
161114B	2/1/2024	Northland	ANDOVER MN TAX		034313-ZU-3	300,000.00		0.00	300,000.00	300,000
130412	2/1/2024	Northland	BECKER MN TAX		075671LJ4	50,000.00		0.00	50,000.00	50,000
180730	10/1/2024	Northland	HUBBARD COUNTY TAX		443348-DG-9	100,000.00		0.00	100,000.00	100,000
120214B	9/1/2025	Northland	MIDDLETON WIS REFUND		596782-TJ-1	315,000.00		0.00	315,000.00	315,000
190227	12/1/2025	Northland	COOK COUNTY SCHOOL DISTRICT		032879-TC-2	500,000.00		0.00	500,000.00	500,000
190726C	7/17/2026	Northland	FFCB		3133EKVJ2	485,000.00		0.00	485,000.00	485,000
190404	9/1/2026	Northland	TUSCOLA COUNTY MISC TAX		900764RL7	395,000.00		0.00	395,000.00	395,000
191015	10/15/2026	Northland	FFCB		3133EK2H8	400,000.00		0.00	400,000.00	400,000
191003A	12/1/2026	Northland	SCOTT BLUFF CTY SCHOOL DIST		810164-CQ-4	385,000.00		0.00	385,000.00	385,000
120308C	12/1/2027	Northland	SHOREWOOD WIS TAX		825230-LB-9	225,000.00		0.00	225,000.00	225,000
190402	2/1/2028	Northland	CLOQUET MN TAX		189036-PS-9	150,000.00		0.00	150,000.00	150,000
191016B	4/1/2028	Northland	COLUMBUS OH TAX		199492E339	285,000.00		0.00	285,000.00	285,000
120308D	12/1/2028	Northland	SHOREWOOD WIS TAX		825230-LC-7	465,000.00		0.00	465,000.00	465,000
									13,943,000.00	
150310	4/1/2020	UBS	MONTGOMERY ALA TAX		613035L69	400,000.00		400,000.00	0.00	400,000
200113	4/15/2026	UBS	PHILADELPHIA AUTHORITY-ZERO COL		71781LBU2		300,000.00	0.00	300,000.00	300,000
200611	11/1/2029	UBS	VENTURA COUNTY CA		923078CZ0		400,000.00	0.00	400,000.00	400,000
200612		UBS	UBS PRIME FUND				1,445,483.93	0.00	1,445,483.93	1,445,484
200623		UBS	UBS PRIME FUND				1,741,251.98	0.00	1,741,251.98	1,741,252
200630A	7/1/2029	UBS	NEW YORK STATE DORM AUTH		64990GS86		430,000.00	0.00	430,000.00	430,000
200630B		UBS	UBS PRIME FUND				601,602.80	0.00	601,602.80	601,603
200116	1/17/2023	UBS	CD-MORGAN STANLEY	32992	6169OURY8		245,000.00	0.00	245,000.00	245,000
200128	1/27/2021	UBS	CD-FIRST NATIONAL BA	5452	33213SJA1		245,000.00	0.00	245,000.00	245,000
200130C	7/30/2020	UBS	CD-INVESTORS BANK	28892	46176PMT9		245,000.00	0.00	245,000.00	245,000
200131	7/31/2020	UBS	CD-BANK OF BARODA	33681	06063HKR3		245,000.00	0.00	245,000.00	400,000
200229		UBS	PRIME MM				3,000,000.00	0.00	3,000,000.00	3,000,000
200521		UBS	PRIME MM				2,700,000.00	0.00	2,700,000.00	2,700,000
200531		UBS	PRIME MM				1,000,000.00	0.00	1,000,000.00	1,000,000
200204A	2/3/2021	UBS	CD-TRUST BANK CHARL	9846	89788HAH6		245,000.00	0.00	245,000.00	245,000
200205	8/5/2020	UBS	CD-BEAL BANK	57833	07370YZ96		245,000.00	0.00	245,000.00	245,000
200306	3/7/2022	UBS	CD-POWELL VALLEY NA	6863	73913RAC7		240,000.00	240,000.00	0.00	240,000
200320	9/1/2028	UBS	PENNSYLVANIA UNIV TAX		709235P25		425,000.00	0.00	425,000.00	425,000
200324	3/1/1930	UBS	NEW YORK CITY TAXABLE		64966QJL5		500,000.00	0.00	500,000.00	500,000
200325	4/1/2024	UBS	NEW YORK HOUSING		649883S2		500,000.00	0.00	500,000.00	500,000
200326B	8/1/2026	UBS	SAN BERNARDINO COMM		796720NA47		500,000.00	0.00	500,000.00	500,000
200417	9/1/1931	UBS	CITY OF NORFOLK VA TAX		655867G94		220,000.00	0.00	220,000.00	220,000
200430		UBS	PRIME MM				2,500,000.00	0.00	2,500,000.00	2,500,000
160526	5/1/2020	UBS	MILAN MICH SCHOOL TAX		598801JD1	500,000.00		500,000.00	0.00	500,000
180531B	6/1/2020	UBS	CD-MORGAN STANLY	34221	6176OALP2	245,000.00		245,000.00	0.00	245,000
190725B	8/25/2020	UBS	CD-BMO HARRIS	16571	05581WX59	245,000.00		0.00	245,000.00	245,000
180831E	8/28/2020	UBS	CD-FIRST REPUBLIC BAN	59017	33616CBL3	245,000.00		0.00	245,000.00	245,000
151207	12/1/2020	UBS	SACRAMENTO TAXABLE		786060BB8	300,000.00		0.00	300,000.00	300,000
160613	12/1/2020	UBS	SCHILLER PARK TAX		8062721LM6	325,000.00		0.00	325,000.00	325,000
190123	1/25/2021	UBS	CD-ALLEGIANC BANK	58629	01748DBM7	245,000.00		0.00	245,000.00	245,000
970625	2/25/2021	UBS	FNMA FNR-1991-7 H		31358FZW2	1,000.00		0.00	1,000.00	129,000
160927A	5/1/2021	UBS	YPSILANTI MI SCHOOL DISTR		987864NY7	405,000.00		0.00	405,000.00	405,000.00
160422	5/15/2021	UBS	UNIVERSITY OF CA TAX		91412GFS9	500,000.00		0.00	500,000.00	500,000
180629A	6/29/2021	UBS	CD-WELLS FARGO	3511	949763RX6	245,000.00		0.00	245,000.00	245,000
180907	7/1/2021	UBS	FLORIDA STATE BOARD OF ADMIN		341271ABO	400,000.00		0.00	400,000.00	400,000
171211	7/1/2021	UBS	FLORIDA STATE BOARD OF ADMIN		341271ABO	235,000.00		0.00	235,000.00	235,000
180815A	8/16/2021	UBS	CD-DISCOVER BANK	5649	254673SV9	145,000.00		0.00	145,000.00	145,000
180926A	9/27/2021	UBS	CD-TOWNEBANK PORTSMOUTH VA		89214PCAS	200,000.00		0.00	200,000.00	200,000
160705	11/1/2021	UBS	MICHIGAN STATE TAX		594612CX9	300,000.00		0.00	300,000.00	300,000
160718	12/1/2021	UBS	LITTLE MIAMI OHIO SCHOOL		537292KY9	345,000.00		0.00	345,000.00	345,000
181214	12/14/2021	UBS	CD-BMW BANK		05580AQAS	95,000.00		0.00	95,000.00	95,000
181228G	12/28/2021	UBS	CD-ALLY BANK		02007GGT4	100,000.00		0.00	100,000.00	100,000
190705	1/3/2022	UBS	CD-BANCO POPULAR	34967	05970EAM6	245,000.00		245,000.00	0.00	245,000
160601	2/15/2022	UBS	MCALLEN TAX		582018FF5	200,000.00		0.00	200,000.00	200,000
151104	3/1/2022	UBS	NEW YORK TAXALBE		64966KQC0	500,000.00		0.00	500,000.00	500,000
190322	3/22/2022	UBS	CD-MEDALLION BANK	57449	58404DDP3	245,000.00		0.00	245,000.00	245,000
190327	3/28/2022	UBS	CD-VALLEY NATIONAL E	9396	919853DK4	245,000.00		245,000.00	0.00	245,000
160727	5/1/2022	UBS	NORTH BRANCH SCHOOL TAX		657740F50	500,000.00		0.00	500,000.00	500,000

2020 CASH AND INVESTMENT ACTIVITY

CITY INVEST #	STATED MAT DATE	BROKER	SECURITY DESCRIP	FDIC #	CUSIP	PRIN	PURCH 2020	SOLD/ MATURE	BV PRIN BAL	PAR
						BAL 1/1/2020		2020	12/31/2020	
190710	5/15/2022	UBS	CONVENTION CENTER AUTHORITY		32115AAG7	175,000.00		0.00	175,000.00	175,000
001127	7/25/2022	UBS	FNR G92-35		31358PHV2C	232.79		79.86	152.93	75,215
190726D	7/26/2022	UBS	CD-OLD NATIONAL BAN	3832	680061HN1	245,000.00		0.00	245,000.00	245,000
160830C	8/1/2022	UBS	NEW YORK CITY TAXABLE		64966MED7	300,000.00		0.00	300,000.00	300,000
190823	8/23/2022	UBS	CD-CALPRIVATE BANK	58291	13135NAH3	245,000.00		245,000.00	0.00	245,000
021004	8/25/2022	UBS	FNR 1992-125L		31358PS40C	314.43		73.53	240.90	52,000
190913	9/13/2022	UBS	CD-PEOPLES SAVINGS B	34973	712233AD7	245,000.00		0.00	245,000.00	2
180108	10/1/2022	UBS	PALM BEACH COUNTY SOLID WASTE		696560LD1	450,000.00		0.00	450,000.00	450,000
020826	10/15/2022	UBS	FHR 1391D		312912LUO	240.93		65.00	175.93	59,990
191213	12/13/2022	UBS	CD-WELLS FARGO NEV	27389	949495AA3	245,000.00		0.00	245,000.00	245,000
161216B	12/16/2022	UBS	CD-MERCANTIL COMM E	22953	58733ADQ9	245,000.00		0.00	245,000.00	245,000
191219C	12/19/2022	UBS	CD-MORGAN STANLY	32992	61690UQG8	245,000.00		245,000.00	0.00	245,000
161208A	4/1/2023	UBS	NEW HOPE CULTURAL ED TAX		64542WAY6	250,000.00		0.00	250,000.00	250,000
150812	6/1/2023	UBS	CHARLOTTE TAXABLE		161037L61	300,000.00		0.00	300,000.00	300,000
191122B	6/15/2023	UBS	CD-TOYOTA FINANCIAL	57542	89235MHH7	245,000.00		0.00	245,000.00	245,000
010328	6/25/2023	UBS	FHG14A		312916PD5R	2,000.00		0.00	2,000.00	152,000
180628	6/28/2023	UBS	CD-COMENITY BANK	27499	981996UP3	200,000.00		0.00	200,000.00	200,000
191230B	6/30/2023	UBS	CD-RAYMOND JAMES	33893	75472RAR2	245,000.00		0.00	245,000.00	245,000
160830D	8/24/2023	UBS	FNMA		3136G32Y0	250,000.00		250,000.00	0.00	250,000
160830B	8/28/2023	UBS	FHLMC		3134GAAKO	300,000.00		300,000.00	0.00	300,000
190930	9/30/2024	UBS	CD-JP MORGAN CHASE BANK		48128ICA5	245,000.00		0.00	245,000.00	245,000
190118C	1/18/2024	UBS	CD-CAPITAL ONE	4297	14042RLP4	245,000.00		0.00	245,000.00	245,000
190118C	1/18/2024	UBS	CD-CAPITAL ONE USA	33954	14042TAP2	245,000.00		0.00	245,000.00	245,000
190315	3/15/2024	UBS	CD-COMENITY CAPITAL	57570	20033AS31	245,000.00		0.00	245,000.00	245,000
190325	3/25/2024	UBS	CD-BANK HAPALIM	33686	06251AW48	245,000.00		0.00	245,000.00	245,000
161018	7/1/2024	UBS	SELMA ALA TAX		816459QV6	500,000.00		0.00	500,000.00	500,000
160726	7/26/2024	UBS	FHLMC		3134G9N78	500,000.00		500,000.00	0.00	500,000
180814	8/16/2024	UBS	FHLB-STEP		3130A8UZ4	430,000.00		430,000.00	0.00	430,000
190828C	8/28/2024	UBS	CD-FIRST OKLAHOMA B	12484	335857BN7	245,000.00		0.00	245,000.00	245,000
151009	9/1/2024	UBS	NJ ENVIRONMENTAL INFRASTRUCTUR		645791CAO	270,000.00		0.00	270,000.00	270,000
190916	9/16/2024	UBS	CD-JONESBORO ST BANK	9325	4804OPFB6	245,000.00		245,000.00	0.00	2
190918	9/18/2024	UBS	CD-FIRST NATIONAL BA	4779	334342CF7	245,000.00		0.00	245,000.00	2
161026	10/1/2024	UBS	HONOLULU TAX		4386705W7	300,000.00		0.00	300,000.00	300,000
151023	10/1/2024	UBS	MADISON TAXABLE		55844RKN3	640,000.00		0.00	640,000.00	640,000
161208B	11/1/2024	UBS	MICHIGAN FIN AUTH REV		59447TJX2	250,000.00		0.00	250,000.00	250,000
191127	11/27/2024	UBS	CD-STATE BANK INDIA II	33682	856285RS2	245,000.00		0.00	245,000.00	245,000
191107B	12/1/2024	UBS	CORPUS CHRISTI TEX TRANS		220228BK5	400,000.00		0.00	400,000.00	400,000
190418	12/5/2024	UBS	CD-DELTA NATIONAL B	26633	2477RBD6	200,000.00		0.00	200,000.00	200,000
191220A	12/20/2024	UBS	CD-TEXAS SECURITY	58739	88269AAU2	245,000.00		245,000.00	0.00	245,000
191230A	12/30/2024	UBS	CD-BRADFORD NATIONA	3799	10427OAL7	245,000.00		245,000.00	0.00	245,000
150311	3/11/2025	UBS	CD-HBSC BANK	57890	40434ASB6	240,000.00		240,000.00	0.00	240,000
160928	3/28/2025	UBS	FHLB		3130A9CN9	300,000.00		300,000.00	0.00	300,000
180629C	6/1/2025	UBS	MARYLAND STATE TAX		57420PGR1	300,000.00		0.00	300,000.00	300,000
190621	6/20/2025	UBS	CD-CELTIC BANK	57056	15118RRB5	245,000.00		245,000.00	0.00	245,000
161114A	7/1/2025	UBS	LEXINGTON FAYETTE AIRPORT		52909MCA0	300,000.00		0.00	300,000.00	300,000
190729B	7/29/2025	UBS	CD-FIRST NATIONAL BA	17438	32115AAG7	245,000.00		0.00	245,000.00	245,000
191101	8/1/2025	UBS	MASSACHUSETTS ST WATER		576051VFO	400,000.00		0.00	400,000.00	400,000
190830A	8/29/2025	UBS	CD-MERRICK BANK	34519	59013KCA2	245,000.00		0.00	245,000.00	245,000
191122A	12/1/2025	UBS	WARRENSVILLE HEIGHTS OHIO		936121JM5	500,000.00		0.00	500,000.00	500,000
191105	3/1/2026	UBS	MARYLAND STATE COMM DEV		57419TDZ1	320,000.00		0.00	320,000.00	320,000
191115A	7/1/2026	UBS	LEXINGTON FAYETEE URBAN COUNTY		52909MDR2	470,000.00		0.00	470,000.00	470,000
160830A	8/28/2026	UBS	FHLB		3130A8ZF3	300,000.00		300,000.00	0.00	300,000
190830B	8/31/2026	UBS	CD-FIRST UNITED BANK	4239	33742CAP2	245,000.00		245,000.00	0.00	245,000
191219B	11/1/2026	UBS	OPELIKA ALABAMA TAX		683489ZE1	400,000.00		0.00	400,000.00	400,000
191016A	12/1/2026	UBS	DENVER CITY & COUNTY HSG		24917NAG6	500,000.00		0.00	500,000.00	500,000
190401	5/25/2027	UBS	FHLB STEP		3130A86VO	300,000.00		300,000.00	0.00	300,000
191219A	6/1/2027	UBS	UNIVERSITY OF NORTHERN COLORAD		914733DY3	360,000.00		0.00	360,000.00	360,000
191022	10/1/2027	UBS	NEW YORK NY TAX		64966QEK2	500,000.00		0.00	500,000.00	500,000
160802	12/1/2027	UBS	TOOLE CITY UT TAX		89033RBU7	400,000.00		0.00	400,000.00	400,000
190725A	12/1/2027	UBS	WRIGHT COUNTY TAXABLE		982276BK2	630,000.00		0.00	630,000.00	630,000
191108	8/1/2028	UBS	CORONA-NORCO CAL		219764SC2	405,000.00		0.00	405,000.00	405,000
180713C	8/24/2028	UBS	FHLB		3130A8Y56	500,000.00		500,000.00	0.00	500,000
191212	10/1/2028	UBS	UNIVERSITY OF ALABAMA TAX		914745GG2	400,000.00		0.00	400,000.00	400,000
191024	2/1/2029	UBS	PULASKI COUNTY		74540IEGO3	400,000.00		0.00	400,000.00	400,000
180914	5/28/1931	UBS	FHLB STEP		3130A83X9	300,000.00		300,000.00	0.00	300,000
190630	6-30///	UBS	MM			3,000,000.00		0.00	3,000,000.00	3,000,000
191231B		UBS	PRIME MM		01748DBM7	6,383.46		0.00	6,383.46	6,383
191031		UBS	PRIME MM			1,500,000.00		0.00	1,500,000.00	1,500,000

42,458,291.93

2020 CASH AND INVESTMENT ACTIVITY

CITY <u>INVEST #</u>	STATED MAT <u>DATE</u>	BROKER	SECURITY <u>DESCRIP</u>	<u>FDIC #</u>	<u>CUSIP</u>	2020 CASH AND INVESTMENT ACTIVITY		SOLD/ MATURE <u>2020</u>	BV	<u>PAR</u>
						PRIN BAL <u>1/1/2020</u>	PURCH <u>2020</u>		PRIN BAL <u>12/31/2020</u>	
			TOTAL INVESTMENTS			73,537,171.61	21,893,338.71	28,783,218.39	66,647,291.93	
			Unamortized Premiums			1,492,823.94	23,773.55		1,516,597.49	
			Unamortized Discounts			(3,461,129.52)	(125,420.35)		(3,586,549.87)	
			BOW			6,069,365.65	34,311,603.18	32,371,122.03	8,009,846.80	
			Money Market Accounts			6,505,807.31	6,879,892.73	2,000,000.00	11,385,700.04	
			Net Cash and Investments			84,144,038.99	62,983,187.82	63,154,340.42	83,972,886.39	

CC Regular Session

5.3.

Meeting Date: 07/28/2020

By: JoAnn Shaw, Community Development

Information

Title

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

- Planning Commission Meeting Minutes Dated June 4, 2020
- Economic Development Authority Meeting Minutes Dated June 11, 2020
- Park and Recreation Commission Meeting Minutes Dated June 11, 2020
- Public Works Committee Meeting Minutes Dated June 16, 2020

Purpose/Background:

N/A

Recommendation:

N/A

Action:

N/A

Attachments

Planning 06 04 20

EDA 06 11 20

Park 06 11 20

Public Works 06 16 020

Form Review

Inbox

Kurt Ulrich

JoAnn Shaw (Originator)

Kurt Ulrich

Form Started By: JoAnn Shaw

Final Approval Date: 07/23/2020

Reviewed By

JoAnn Shaw

JoAnn Shaw

Kurt Ulrich

Date

07/23/2020 10:26 AM

07/23/2020 10:28 AM

07/23/2020 01:23 PM

Started On: 07/15/2020 03:56 PM

**PLANNING COMMISSION
CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA**

The Ramsey Planning Commission conducted a regular meeting on Thursday, June 4, 2020, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present: Chairperson Randy Bauer
 Commissioner Bruce Anderson
 Commissioner Cheri Gengler
 Commissioner Torrey Johnson
 Commissioner Eric Peters
 Commissioner Gary VanScoy
 Commissioner Matt Woestehoff

Members Absent: None

Also Present: Senior Planner Chloe McGuire Brigl
 Deputy City Administrator Tim Gladhill
 City Planner Chris Anderson
 City Council Liaison Debra Musgrove

1. CALL TO ORDER

Chairperson Bauer called the regular meeting to order at 7:00 p.m.

Deputy City Administrator Gladhill read a statement related to the COVID-19 pandemic and local state of emergency. In declaring this Local State of Emergency, the City of Ramsey has determined that in person meetings and meetings conducted under Minnesota Statutes Section 13D.02 are not practical or prudent because of the declared health pandemic emergency.

2. CITIZEN INPUT

None.

3. APPROVAL OF AGENDA

Motion by Commissioner Peters, seconded by Commissioner Woestehoff, to approve the agenda as presented.

A roll call vote was performed:

Commissioner Peters aye

Commissioner Woestehoff aye
Chairperson Bauer aye
Commissioner Johnson aye
Commissioner Anderson aye
Commissioner Gengler aye
Commissioner VanScoy aye

Motion Carried.

4. CONSENT AGENDA

4.01: Approve the May 7, 2020 Planning Commission Meeting Minutes

4.02: Receive Update on Trott Brook and Hunt Property Cases from City Staff

4.03: Receive Update on Proposed Site Plan for RGH Ramsey/Rob Hardy/Sunwood Retail

Motion by Commissioner Woestehoff, seconded by Commissioner Peters, to approve the consent agenda as presented.

A roll call vote was performed:

Commissioner Peters aye
Commissioner Woestehoff aye
Chairperson Bauer aye
Commissioner Johnson aye
Commissioner Anderson aye
Commissioner Gengler aye
Commissioner VanScoy aye

Motion Carried.

5. PUBLIC HEARINGS/COMMISSION BUSINESS

5.01: Public Hearing: Consider Request for an Amended Conditional Use Permit for the Property Located at 6750 Highway 10 NW (Project No. 20-108); Case of 22 Properties, LLC

Public Hearing

Chairperson Bauer called the public hearing to order at 7:07 p.m.

Presentation

City Planner Anderson presented the staff report stating staff recommends approval of Resolution #20-101 granting an Amended Conditional Use Permit for 6750 Highway 10 NW that

extends the deadlines to complete the required paving upgrades. Due to the economic impact related to COVID-19, it does seem reasonable to approve an extension to the timeframes for completing the paving improvements on the subject property. This also aides in bringing the subject property into compliance with the lighting and signage standards.

Citizen Input

Dave Evenson, applicant, thanked the Commission for considering his request. He confirmed that he does not have issues with bringing the signage or lighting items into compliance. He asked the date those items would need to come into compliance.

City Planner Anderson replied that the temporary signage would need to be removed within 30 days of the approval of the amended CUP and the lighting would need to be addressed within 90 days after the approval of the amended CUP.

Motion by Commissioner Johnson, seconded by Commissioner Peters, to close the public hearing.

A roll call vote was performed:

Commissioner Johnson	aye
Chairperson Bauer	aye
Commissioner Woestehoff	aye
Commissioner Peters	aye
Commissioner Anderson	aye
Commissioner Gengler	aye
Commissioner VanScoy	aye

Motion Carried.

Chairperson Bauer closed the public hearing closed at 7:17 p.m.

Commission Business

Motion by Commissioner VanScoy, seconded by Commissioner Anderson, to recommend that City Council adopt Resolution #20-101 approving an Amended Conditional Use Permit for Diamond Auto at 6750 Highway 10 NW.

A roll call vote was performed:

Commissioner Woestehoff	aye
Commissioner Peters	aye
Commissioner Johnson	aye
Chairperson Bauer	aye
Commissioner Anderson	aye

Commissioner Gengler aye
Commissioner VanScoy aye

Motion Carried.

5.02: Public Hearing: Consider Resolution #20-114 Approving Preliminary Plat for Hampton Homes (Project #19-140): Case of Platinum Land LLC

Public Hearing

Chairperson Bauer called the public hearing to order at 7:19 p.m.

Presentation

City Planner Anderson presented the staff report stating that staff recommends approval of the Preliminary Plat with one or more of the following contingencies:

- Compliance with the Staff Review Comments
- Completion of a noise study prior to final action by the City Council
- Incorporation of northbound and southbound turn lanes on Nowthen Boulevard at 146th Avenue

City Planner Anderson stated that this would help address the concerns that have been raised both by the public (traffic) as well as Anoka County (noise). The Preliminary Plat does address the other major concern which was tree preservation and density transitioning. The subject property is zoned and guided for the proposed product and density. Based on the feedback over the years concerning Nowthen Boulevard and public comments specific to this project regarding traffic, staff supports this alternative with all three contingencies.

Chairperson Bauer asked why the developer would be made to pay for the turn lanes when there are more residents outside of the development causing the problems with traffic at the intersection.

City Planner Anderson replied that Nowthen Boulevard has been identified as a concern and there will be a corridor study done in 2020 or 2021 to review the improvements that could be made throughout the corridor. He stated that project will add additional vehicular traffic to the road, and this is an opportunity to start to address some of the concerns with the roadway.

Chairperson Bauer stated that he understands the concern but asked why that would be an expense of the developer and not the City.

Deputy City Administrator Gladhill stated that when there is an increase in demand because of a new project, the improvement is the responsibility of the developer. He stated that because this is a County road, the City could not assess any other properties other than this property because of the right-of-way. He stated that there are safety issues on Nowthen Boulevard that need, and

should be addressed, noting that if the Commission believes that the City should cost share a portion of the improvement that recommendation could be made.

Chairperson Bauer stated that he previously lived north of the intersection and even at that time, two years ago, there was an issue with the turning traffic at that intersection and vehicles bypassing on the shoulder. He stated that this is a problem that has existed for years and therefore while he believes that this improvement is needed, he does not believe that this is the responsibility of the developer.

Citizen Input

Craig Jochum, representing the applicant, stated that they appreciate the residents and the City's concern with the intersection and turn lanes. He stated that while he does not disagree that the area would benefit from turn lanes, it would not be fair to place that improvement on this project which is four developable acres and would cause the project to be cost prohibitive. He stated that the developer would be willing to pay their share for the improvement, but it would not be fair to place the entire cost upon this development.

Commissioner VanScoy asked the percentage the developer would feel comfortable contributing to the improvement.

Mr. Jochum stated that he had not completed the calculations but suggested perhaps 20 percent, noting that this parcel would be about 10 percent of the area using the turn lane and 20 percent of the traffic.

Chairperson Bauer asked if staff is aware of the cost to make the improvement.

Deputy City Administrator Gladhill stated that cost is not yet known. He stated that the Commission could state that they would support the turn lane improvement with the developer paying their pro rata share.

Alena Hunter, 14628 Helium Street NW, stated that the City really does need to look at Nowthen Boulevard and the turn lanes. She stated that she fears that this would get to the situation where the City refuses to fund a portion of the improvement as a cost-share which would push the project years down the line. She commented that intersection is a dangerous area and adding additional homes and traffic in that area will only increase the problem further as that would be the only way into the neighborhood. She stated that the turn lanes are needed but recognized that it will be a matter of who pays for the improvement. She hoped that the City and developer could come to an agreement and would like to see the improvement installed as a part of the project. She thanked the developer for incorporating suggestions that were made with the landscaping and buffering.

Chad Lindgren, 5561 145th Circle NW, stated that the developer has listened to the concerns and worked hard to incorporate the suggestions. He stated that the turn lane is essential, whether it was caused by existing traffic or this project, this is an opportunity to complete the improvement.

He stated that the use of the trail will change and there will need to be something done at 146th. He referenced the noise study, stating that there is not a lot of room to complete something if that is needed. He hoped that the results of the study would be known soon to ensure something could be included in the project, if needed. He appreciated the developer hearing the concerns but commented that it is unfortunate that this is the second meeting the developer has been unable to attend.

Mandy Erlandson, 5640 146th Avenue NW, stated that she appreciates that representatives from the applicant are participating in the meeting but shared the concern that this is the second meeting that the developer has not participated in. She stated that seems to send the message that the developer is not concerned with the comments of the residents. She echoed the comments that have been made by the previous residents. She stated that she is very concerned with the increase in traffic and safety concerns. She stated that she is also concerned with the noise, noting that her biggest concern would be that the noise is not mitigated and would prevent people from wanting to purchase the townhomes. She stated that concern was brought forward by multiple residents at the meeting in February. She commented that the townhomes are close to the road and with possible noise issues, the residents in the area are concerned that the townhomes would remain vacant. She stated that the existing residents want to ensure that the product constructed would be desirable and attract new residents.

Chairperson Bauer asked the number of units that could be built under the zoning compared to the number of homes proposed in this project.

City Planner Anderson replied that the zoning would allow for four to seven units per acre. He stated that this project proposes about six units per acre, with 26 attached townhome units.

Ms. Hunter asked if the City is able to require that the items discussed would be resolved prior to construction beginning, such as the noise mitigation and traffic improvements. She stated that there are homes across the street from her home that abut County Road 5, which act as a noise buffer for her property. She commented that noise mitigation will be huge for the residents in the proposed development. She stated that perhaps trees and fencing be used to mitigate that noise and hoped that those could be included in the project along with the turn lane to ensure that those items are completed.

City Planner Anderson commented that a noise study would need to be completed before final approval of the project could occur to ensure that any mitigation efforts could be included in the project. He stated that if there is a cost-share with the developer for the turn lane improvement, that would still be done as a part of this project. He confirmed that all of the items would be fully resolved prior to construction beginning.

Commissioner VanScoy stated that he agrees that there is an issue with the turn lanes and would like that addressed. He questioned the need for the noise study. He asked if a sound study was required for the townhomes to the southeast, as this seems to be a similar project.

Deputy City Administrator Gladhill stated that it is common to require a noise study for any project on a County/State highway. He stated that the project to the southeast also completed a noise study and made some alterations to their building in order to mitigate noise, along with other measures. He commented that the mitigation along Nowthen Boulevard are typically small compared to those properties adjacent Highway 10.

Commissioner Anderson referenced the cost of the turn lanes, which could be \$100,000 or \$200,000, and asked if the County would contribute a portion of the improvement cost as it is a County road.

Deputy City Administrator Gladhill stated that if the improvement is a reaction to a development proposal, it would be up to the City and developer to fund the improvement. He stated that if the improvement is associated with a long-term study of the corridor, the County could be a partner but noted that the improvement would then not occur for many years.

Commissioner Anderson asked if the City is allowed to make changes to a County road.

Deputy City Administrator Gladhill replied that the City can gain approval for turn lanes from the County.

Ms. Erlandson stated that it seems that it would be appropriate for the noise study to be done, whether it has been a protocol in the past. She commented that this development has very little wiggle room in terms of the available space and layout and therefore wanted to ensure that the proper mitigation elements could be included in the plan. She stated that there are multiple exits she can use from her property and was concerned about the traffic impacts that would occur during construction for existing residents.

Chairperson Bauer recognized that there would be construction traffic during any project.

Motion by Commissioner Peters, seconded by Commissioner Anderson, to close the public hearing.

A roll call vote was performed:

Commissioner Peters	aye
Commissioner Woestehoff	aye
Chairperson Bauer	aye
Commissioner Johnson	aye
Commissioner Anderson	aye
Commissioner Gengler	aye
Commissioner VanScoy	aye

Motion Carried.

Chairperson Bauer closed the public hearing closed at 8:07 p.m.

Commission Business

Motion by Commissioner VanScoy, seconded by Commissioner Woestehoff, to recommend that City Council adopt Resolution #20-114 approving Preliminary Plat for Hampton Townhomes with the conditions noted in the staff report and the added condition that the City work with the developer to cost-share the turn lane improvement.

A roll call vote was performed:

Commissioner Woestehoff	aye
Commissioner Johnson	aye
Commissioner Peters	aye
Chairperson Bauer	aye
Commissioner Gengler	aye
Commissioner Anderson	aye
Commissioner VanScoy	aye

Motion Carried.

5.03: Public Hearing: Consider Resolution #20-115 Approving a Site Plan and Conditional Use Permit for Cobblestone Hotel

Public Hearing

Chairperson Bauer called the public hearing to order at 8:11 p.m.

Presentation

Senior Planner McGuire Brigl presented the staff report stating that staff recommends adoption of Resolution #20-115 approving a Site Plan and Conditional Use Permit for Cobblestone Hotel.

Commissioner VanScoy asked for details on the shared parking mentioned.

Senior Planner McGuire Brigl commented that there would be a parking lot connection to New Horizon Academy to the east and the property to the west, when that property is developed, therefore there is an opportunity for shared parking to occur at the New Horizon site during their non-peak hours.

Commissioner VanScoy asked if New Horizon has issues with people parking in their lot.

Senior Planner McGuire Brigl replied that staff has not spoken with New Horizon about the shared parking but would be happy to have that discussion. She stated that it is a common practice to share parking within The COR.

Deputy City Administrator Gladhill stated that the Commission has been particular about shared parking but in this instance, staff was comfortable with shared parking access. He stated that there may not be shared parking, but traffic could flow through between the sites.

Citizen Input

Stewart, representing the applicant, stated that he is present to answer any questions the Commission may have. He stated that they are excited to come to Ramsey. He noted that he has been in charge of building 75 to 80 new hotels. He believed the proposed parking would be sufficient for the hotel and restaurant.

Commissioner Woestehoff asked for details on the idea to have a concrete dumpster pad in the center and asked if there would be a better place for that.

Stewart, replied that they need to locate the dumpster in an area where the garbage truck can access it and be able to maneuver. He stated that the only other location where it would work would be next to the restaurant patio and they did not find that to be a good fit.

Senior Planner McGuire Brigl commented that it would be a dumpster enclosure, noting that it would be full brick on three sides with a completely wood covered gate, noting that the dumpster would not be visible.

Motion by Commissioner Peters, seconded by Commissioner Johnson, to close the public hearing.

A roll call vote was performed:

Commissioner Johnson	aye
Commissioner Woestehoff	aye
Commissioner Peters	aye
Chairperson Bauer	aye
Commissioner Anderson	aye
Commissioner Gengler	aye
Commissioner VanScoy	aye

Motion Carried.

Chairperson Bauer closed the public hearing closed at 8:23 p.m.

Commission Business

Motion by Commissioner Anderson, seconded by Commissioner Johnson, to recommend that City Council adopt Resolution #20-115 approving site plan and conditional use permit for Cobblestone Hotel.

A roll call vote was performed:

Commissioner Peters	aye
Commissioner Woestehoff	aye
Chairperson Bauer	aye
Commissioner Johnson	aye
Commissioner Gengler	aye
Commissioner Anderson	aye
Commissioner VanScoy	aye

Motion Carried.

6. COMMISSION BUSINESS

6.01: Discussion Item: Potential Concept of Private Marina/Dock for River Walk Village (Project No. 18-163); Case of Dave Wills on Behalf of N & D Management, LLC

Presentation

City Planner Anderson presented the Staff Report recommended that the Commission provide the applicant with any feedback, recommendations, and/or concerns related to the concept of a multiple slip dock for the River Walk Village community.

Commission Business

Chairperson Bauer asked if there are regulations or suggestions as to how far into the river a dock can project.

City Planner Anderson replied that a dock should not project any further into the river than would be considered navigable water. He noted that 3.5 to four feet in depth would be navigable water.

Chairperson Bauer asked the width of the river in that location.

City Planner Anderson estimated a width of about 700 feet.

Commissioner Gengler asked if any of the nearby properties have docks.

City Planner Anderson replied that he has not seen any docks for the immediate adjacent properties but noted that many properties remove their docks during the winter months. He commented that there is a dock about four or five properties to the west.

Commissioner Anderson stated that he is concerned with the proximity to the neighboring properties and how the boats would get to the dock. He stated that it would appear that there is not much space and that tree removal would be necessary. He stated that he is not in favor of

having the dock in this area because it is a narrow lot and it would not fit into the neighborhood. He stated that he would not want to block the creek at all.

City Planner Anderson commented that it was just brought to his attention that the neighboring property does have a dock. He stated that there is a public boat launch at the County Regional Park. He noted that there is a similar setup further up the river, where a homeowners association has a dock that serves multiple properties but noted that HOA has much more shoreline and is not near an oxbow.

Commissioner Peters asked the type of dock. He stated that if the dock is removable, he would question where it would be stored and if it is permanent it would cause a problem with debris.

City Planner Anderson stated that staff has limited information at this time and therefore is unsure of the type of dock that would be used. He stated that typically river docks are temporary and pulled out at the end of the boating season to avoid damage from ice. He stated that the potential applicant stated that they would extend a pedestrian trail to access the dock, which could have an impact to the shoreline and trees noting that staff worked hard with the developer to protect the shoreline and trees.

Commissioner VanScoy stated that he would interpret a marina to be multiple slips, where a dock is smaller and intended for a few people to use. He asked the difference between a marina and a dock and when the DNR would need to be brought in.

City Planner Anderson replied that a marina would be a commercial enterprise. He stated that this would be a multiple slip dock that serves more than one user, although within the private neighborhood. He stated that the DNR noted that until they had more information on how the slips would be awarded, they could not make the determination on whether a DNR permit would be necessary. He stated that if this were to come forward for formal consideration, staff would continue to work with the DNR.

Commissioner VanScoy stated that his interpretation would be that a reasonable sized dock would be acceptable but a mega dock with multiple slips seems to be too much. He stated that there are only seven homes and questioned how many boats would be in the water at one time.

City Planner Anderson stated that the original communication from the applicant attempted to accommodate each lot of the development, but the applicant acknowledged that would not be feasible and instead attempted to accommodate the seven lots. He stated that even with the new information received today, the consultant acknowledged that it would even be difficult to accommodate seven slips because of the narrow lot and position on the river.

Commissioner Anderson stated that the neighborhood was not pleased with the development and therefore if this moves forward, he would like to see it done as a public hearing to allow the residents to provide input. He stated that this does not appeal to him in the form presented. He believed that additional information would be needed before the developer could be provided with the desired feedback.

Commissioner Woestehoff agreed that there was a lot of public feedback received in regard to the development itself and therefore he would want the input from the neighbors on this element as well. He asked if the marina categorization would require a change in zoning.

City Planner Anderson replied that there would not be a change in zoning as it would be tied to private property owned by the HOA and would instead follow what the association up river did, creating a dock association with its own covenants. He stated that he did not believe there would be an intent to convert the dock to a commercial marina. He noted that if this moves forward to a formal request, a public hearing would be required for the Conditional Use Permit and advised that the notification area could be extended. He noted that conditions could be placed in a CUP that would prevent the dock from commercial activity.

Chairperson Bauer provided background information on a shared dock concept that he participated in years ago when he lived further north.

6.02: Review Updated Sketch Plan of Garden View Villas (Project 19-136)

Presentation

Senior Planner McGuire Brigl presented the Staff Report stating that staff recommends that the Commission provide input to the applicant on the revised sketch plan. This could include, but is not limited to identifying any red flags, noting any potential concerns, and providing the applicant direction to invest in a Preliminary Plat.

Commission Business

Commissioner Anderson asked the concern of public safety with the driveways.

Senior Planner McGuire Brigl replied that individual driveways onto the road increases the possibility of accidents and prefer driveways onto a frontage road for townhome products. She noted that it was a comment and not a requirement as it is not uncommon for single family homes to have driveways onto the road. She stated that as proposed it would meet the standards and the comment was simply made as a suggestion.

Darren Lazan, applicant, stated that they made a full Preliminary Plat application, but staff believed it would be better to bring this forward as a Sketch Plan to gather input. He stated that originally this was a townhome development, but the constraints associated with the parcel and the requirements of the Code, put significant constraints on the project and therefore a fully conforming single-family plat was developed. He stated that this application should be considered as any other single-family subdivision plat. He referenced the landscaping comment from the staff report related to the requirement for the developer to install the landscaping. He explained that there is no opportunity for a developer to landscape as the lots will be constructed singly instead of as a whole development and therefore grading would occur and irrigation would not be available for landscaping to be provided by the developer. He noted that while it may not

be ideal for driveways onto the road, there are other single-family home driveways on the roadway, so this would not be unique. He stated that the depth of the lot would prevent the private frontage road that was previously proposed with the townhome concept.

Commissioner VanScoy referenced the comment related to the perimeter landscaping and asked why staff would ask the developer to be responsible for that.

City Planner Anderson replied that it is not typical for a developer to complete the plantings, as that typically falls to the individual builders. He noted that there are perimeter plantings and outlot plantings not associated with any lot being constructed and therefore there would be a potential for confusion and frustration for individual builders that anticipate two trees per lot and then discover that some lots have nine or ten trees. He stated that it would be difficult for building staff to track and place on an individual permit. He stated that it would seem more prudent to have a single entity responsible for those plantings to prevent confusion.

Commissioner VanScoy asked if that has been required of other developers.

City Planner Anderson stated that staff is attempting to solve the surprise that builders would have on whether two, six or ten trees would be required on the lot.

Commissioner VanScoy asked why different lots would be responsible for a different number of trees.

City Planner Anderson displayed the Sketch Plan and identified lots that exceed the two front yard trees, noting that a builder would need to be aware that there would be additional expense to install those trees. He noted that could create a difficult scenario for staff and the builder.

Commissioner VanScoy asked who developed the landscape plan and tree locations.

City Planner Anderson replied that the applicant provided the landscape plan.

Mr. Lazan stated that some of the confusion came in when the transition was made from a villa/townhome project with an HOA that would have common grounds and common irrigation. He stated that this would be the same product type and plat at COR 3, which are individual lots. He stated that they developed this plan to address the comments related to the landscaping requirements, noting that this is how this could meet the requirements. He recognized that different lots would have different burdens in order to meet the requirements. He did not recall any landscape requirements for COR 3, outside of the typical builder requirements. He noted that this is no longer a villa project and is a standard plat.

Commissioner Anderson stated that if these are single family lots, they should fall under the two-tree rule. He noted that the adjacent residential is distanced and therefore density transitioning would not be required. He asked why so many trees are being required for standard lots.

City Planner Anderson replied that he assumes that the plan was developed based on comments from the previous iteration. He stated that if this has morphed into small lot single family, or something similar to COR 3, planting requirements would be based on street frontage. He stated that the landscaping plan could then be modified and some of this confusion might be eliminated. He agreed that it does not appear density transitioning would be required as part of this initial phase.

Mr. Lazan stated that he would be more than happy to work with staff to better reflect the requirements of small lot single family. He noted that they would also be willing to work to allow more diversity in building materials as well. He agreed that perhaps the staff comments from the previous concept were carried through in the development of this plat.

6.02: Approve Planning Framework for Highway 10 South Planning Area – Riverstone South

Presentation

Deputy City Administrator Gladhill presented the Staff Report stating that staff would like clear policy direction on the points raised in the staff report.

Commission Business

Commissioner Gengler asked to see the alternative road layouts and which is being proposed.

Deputy City Administrator Gladhill stated that this was developed later in the process because of input from residents on Bowers Drive. He provided additional details on the road alignment and connection to Bowers Drive. He noted that the connection to Bowers would be a public road but would not be Riverdale Drive.

Commissioner VanScoy referenced the public safety connection to Bowers Drive and noted that under any other circumstance he would not understand why a minimum access for safety is being considered as it seems inadequate. He stated that there are a lot of residents on Bowers Drive and asked why a connection to the new development is not proposed.

Deputy City Administrator Gladhill noted that has been discussed at length. He stated that there has been opposition from those on Bowers Drive. He noted that the existing situation was not created by the developer. He stated that City can choose to make the road a full road, but the residents on Bowers Drive do not want that. He stated that public safety feels that it would be adequate as proposed. He stated that the two neighbors in Pearson Place seemed unaware that the plan would be to connect the area, even though the 60-foot corridor was collected. He stated that the Commission could make the recommendation for a full road, but this seemed to be an adequate compromise.

Commissioner VanScoy commented that he does not understand why this is an issue for those folks. He commented that there is a mile-long cul-de-sac which is unacceptable from a safety aspect.

Commissioner Anderson agreed with the comments of Commissioner VanScoy. He did not believe this could move forward unless a road goes through. He stated that in his opinion he would not support a plan that did not provide a connection. He commented that there needs to be a way out.

Commissioner Woestehoff stated that he would agree with those comments, noting that the 20-foot extension would be a minimum. He stated that people will appreciate the cut through more than they would oppose it after constructed. He stated that the new road seems like a good idea.

Commissioner Anderson stated that he wants a road in there and does not think it should be constructed to bare minimums and should instead stick to the standards for a City street.

The applicant, stated that they appreciate continuing to work with the staff as they want to make this a nice neighborhood. He stated that staff did a good job describing the constraints and conditions around the property. He stated that they are trying to achieve sustainability of the neighborhood and the concept plan is key. He stated that multiple housing types bring in multiple age groups and buyers which helps to make the development sustainable over time. He stated that they knew that tree preservation would be important. He noted that the deeded parcel was provided by the adjacent property and they would provide additional property that would be used for screening. He stated that they support the current layout that has been developed, versus having the access on the east side. He explained that they want people coming into the site to first see the park and preserved tree area. He stated that once the input is gathered in the next few meetings, they will present a concept plan that provides a transition from the existing neighborhood with a variety of housing products and fits with the other adjacent uses.

Motion by Commissioner Anderson, seconded by Commissioner VanScoy, to recommend that the City Council adopt the document as an official, yet nonbinding policy document to guide future conversations pertaining to Riverstone South with the added condition of the public road.

A roll call vote was performed:

Commissioner Peters	aye
Commissioner Woestehoff	aye
Chairperson Bauer	aye
Commissioner Johnson	aye
Commissioner Gengler	aye
Commissioner Anderson	aye
Commissioner VanScoy	aye

Motion Carried.

7.01: Public Hearing: Consider Ordinance #20-10 Amending Bulk Standards in the R-1 Residential District

Public Hearing

Chairperson Bauer called the public hearing to order at 9:40 p.m.

Presentation

Senior Planner McGuire Brigl presented the staff report stating that staff recommends approval of Ordinance #20-10 revising City Code Section 117-111 related to side yard setback bulk standards within the R-1 Residential zoning district.

Commissioner VanScoy stated that this would make the standard distance between buildings at 12 feet. He asked if this would create an issue for public safety.

Senior Planner McGuire Brigl replied that ten feet between buildings was previously used and advised that this would be enough space to get between the homes. She confirmed that public safety did not have an issue. She stated that this would not change the distance between buildings, but what happens inside of those buildings.

Citizen Input

No comments made.

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

A roll call vote was performed:

Commissioner Johnson	aye
Chairperson Bauer	aye
Commissioner Woestehoff	aye
Commissioner Peters	aye
Commissioner Anderson	aye
Commissioner Gengler	aye
Commissioner VanScoy	aye

Motion Carried.

Chairperson Bauer closed the public hearing closed at 9:46 p.m.

Commission Business

Motion by Commissioner Woestehoff, seconded by Commissioner Peters, to recommend that City Council adopt Ordinance #20-10 amending City Code Section 117-111 related to side yard setbacks within the R-1 Residential District.

A roll call vote was performed:

Commissioner Peters	aye
Commissioner Woestehoff	aye
Chairperson Bauer	aye
Commissioner Johnson	aye
Commissioner Anderson	aye
Commissioner Gengler	aye
Commissioner VanScoy	nay

Motion Carried.

8. COMMISSION / STAFF INPUT

8.01: Receive Staff Update

Deputy City Administrator Gladhill stated that filing has closed for Council seat elections. He noted that the list of candidates will be forwarded to the Commission. He noted that a primary is not required as all four seats only have two candidates.

Chairperson Bauer encouraged any residents that have not yet filled out the 2020 census to do so. He noted that the preliminary results were released and Ramsey was the second fastest growing community from 2010 to 2020.

9. ADJOURNMENT

Motion by Commissioner Woestehoff, seconded by Commissioner Peters, to adjourn the meeting.

A roll call vote was performed:

Commissioner Peters	aye
Commissioner Woestehoff	aye
Chairperson Bauer	aye
Commissioner Johnson	aye
Commissioner Anderson	aye
Commissioner Gengler	aye
Commissioner VanScoy	aye

Motion Carried.

The regular meeting of the Planning Commission adjourned at 9:51 p.m.

Respectfully submitted,

Chloe McGuire Brigl
Senior Planner

ATTEST:

JoAnn Shaw
Community Development Assistant

Drafted by Amanda Staple
TimeSaver Off Site Secretarial, Inc.

**ECONOMIC DEVELOPMENT AUTHORITY
CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA**

The City of Ramsey Economic Development Authority (EDA) conducted a regular meeting on Thursday, June 11, 2020, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present: Chairperson Jim Steffen
 Member Brian Burandt
 Member Scott Cords
 Member Glen Hardin
 Member Ryan Heineman
 Member Mark Kuzma
 Member Chris Riley

Members Absent: None

Also Present: Sean Sullivan, Economic Development Manager
 Tim Gladhill, Deputy City Administrator
 City Councilmember Debra Musgrove (Alternate)

1. CALL TO ORDER

Chairperson Steffen called the Economic Development Authority meeting to order at 7:30 a.m.

2. APPROVE AGENDA

Motion by Member Hardin, seconded by Member Cords, to approve the agenda.

A roll call vote was performed by the Deputy City Administrator:

Commissioner Heineman	aye
Commissioner Cords	aye
Commissioner Burandt	aye
Commissioner Riley	aye
Commissioner Kuzma	aye
Commissioner Hardin	aye
Chairperson Steffen	aye

Motion carried.

Deputy City Administrator Gladhill read a statement related to the COVID-19 pandemic and local state of emergency. In declaring this Local State of Emergency, the City of Ramsey has

determined that in person meetings and meetings conducted under Minnesota Statutes Section 13D.02 are not practical or prudent because of the declared health pandemic emergency.

3. APPROVE MINUTES

3.01: Approve Meeting Minutes Dated May 14, 2020

Motion by Member Riley, seconded by Member Hardin, to approve the May 14, 2020, minutes as presented.

A roll call vote was performed by the Deputy City Administrator:

Commissioner Heineman	aye
Commissioner Cords	aye
Commissioner Burandt	aye
Commissioner Riley	aye
Commissioner Kuzma	aye
Commissioner Hardin	aye
Chairperson Steffen	aye

Motion carried.

4. EDA BUSINESS

4.01: Consider Approval of 2020 Business Appreciation Day Budget and Format

Economic Development Manager Sullivan presented the staff report.

Chairperson Steffen commented that if the event is setup with tee times, it could take about four hours to get everyone going on the course, which could be a long length of time for hole sponsors.

Economic Development Manager Sullivan stated that Rum River Hills staff believed that it would be about a six-hour event with 120 people, as the new social distancing standards have some time savings for the speed of play. He stated that for hole sponsors, they could stagger their times to fit with the times the golfers are on the course too. He commented that tee times could begin at 9 a.m. He noted that some participants could likely enjoy the earlier tee times.

Commissioner Riley stated that he likes the idea of sharing electronic contact information and asked if staff could think of a fun way to package and share that information outside of a spreadsheet.

Economic Development Manager Sullivan confirmed that staff could look into that. He stated that a USB drive could be loaded with the information along with other helpful information the City would want to share. He stated that they could also review and include information on the previous business of the year recipients. He stated that he was unsure of the level of participation the event will receive and that is why flexibility was requested in the budget.

Chairperson Steffen asked if there would still be drawings and door prizes.

Economic Development Manager Sullivan noted that element could be part of a live streaming, or taped program. He noted that the prizes would be available for pickup at City Hall.

Chairperson Steffen commented that people will be finishing their golf hours apart.

Economic Development Manager Sullivan stated that the live streaming segment could potentially be recorded on the patio at golf course or studio. He stated that staff is still working to develop all the details.

Chairperson Steffen confirmed the consensus of the group with option one. He stated that he likes the format and providing the opportunity for Rum River Hills to host the golf event.

Economic Development Manager Sullivan stated that he had discussions with The Links at Northfork Golf Course and that staff understands that the was not based upon past performance and that the City would return to that course in the following year.

Motion by Member Burandt, seconded by Member Cords, to approve the Business Appreciation Day at Rum River Hills Golf Course for the third week in August with an allocation from the EDA up to an amount of \$6,000.

Further discussion: Commissioner Cords asked if there is a possibility that changes in Executive Orders could cause additional changes to the format. He used the example of restrictions being lightened and whether a shotgun start could occur. Economic Development Manager Sullivan stated that is unknown at this time but confirmed that there have been eases in restrictions. He stated that while perhaps there could be a change back to the shotgun start, he did not see the ability to hold a banquet changing. He noted that staff would have the flexibility to make the change should the restrictions change before the event.

A roll call vote was performed by the Deputy City Administrator:

Commissioner Heineman	aye
Commissioner Cords	aye
Commissioner Burandt	aye
Commissioner Riley	aye
Commissioner Kuzma	aye
Commissioner Hardin	aye
Chairperson Steffen	aye

Motion carried.

5. MEMBER / STAFF UPDATE

Economic Development Manager Sullivan stated that Ramsey Self Storage held its grand opening the previous day, noting that it was a great event that was well attended. He commented that it is exciting to see something built on that corner and that this is a well-constructed facility.

Chairperson Steffen asked if there is an update on the hotel project.

Economic Development Manager Sullivan commented that the project is going through the platting process and normal City review process. He stated that the project did not move forward with an early closing because of timing with their financing.

6. ADJOURNMENT

Motion by Member Hardin, seconded by Member Burandt, to adjourn the meeting.

A roll call vote was performed by the Deputy City Administrator:

Commissioner Heineman	aye
Commissioner Cords	aye
Commissioner Burandt	aye
Commissioner Riley	aye
Commissioner Kuzma	aye
Commissioner Hardin	aye
Chairperson Steffen	aye

Motion carried.

The regular meeting of the Economic Development Authority adjourned at 8:02 a.m.

Respectfully submitted,

Sean Sullivan
Economic Development Manager

ATTEST:

Wendy Schlueter
Economic Development Administrative Assistant

Draft by Amanda Staple
TimeSaver Off Site Secretarial, Inc.

**PARK AND RECREATION COMMISSION
CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA**

The Ramsey Park and Recreation Commission conducted a regular meeting on June 11, 2020, at Emerald Pond Park, 6000 142nd Avenue NW, Ramsey, Minnesota.

Commission Members Present: Chair Shane Bennett
 Vice Chair Brandon Sis
 Commissioner Nathan Barten
 Commissioner Russell Bayer
 Commissioner Matthew Guck
 Commissioner Jennifer Leistico
 Commissioner Justin Loss

Commission Members Absent: None

Also Present: City Council Liaison Nadine Heinrich
 Parks & Assistant Public Works Superintendent Mark Riverblood

1. CALL TO ORDER

Chair Bennett called the Park and Recreation Commission meeting to order at 6:36 p.m.

2. CITIZEN INPUT

Dan Schultz, 14345 Tungsten St NW, stated that he lives close to the park and walks through it most days. He stated that in the past 14 years he has seen positive improvements and some elements that he questions. He questioned the City's long term plan the vision of all the parks and for maintenance. He pointed out maintenance that is needed at the park related to overgrown plants and the pergola. He stated that the pond is also in need of dredging because of the sediment that has accumulated. He commented that it appears the City is too busy building new parks and forgetting about the maintenance needs within the existing parks. He also highlighted some of the improvements that he has enjoyed at Emerald Pond Park and other parks in Ramsey.

Chair Bennett thanked the resident for his input. He explained that the purpose of holding the summer meetings in different parks is to gather information from residents on the specific parks.

Parks & Assistant Public Works Superintendent Riverblood confirmed that he has ongoing communication with Mr. Schultz and appreciates his input. He provided details on the stormwater ponds and their intent, noting that the pond accumulates vegetation over time. He commented that there is not a system or plan for dredging stormwater ponds. He agreed that there is a need to cut

back some brush. He noted that he has had difficulty finding a contractor to repair the pergola and provided an update on the water feature improvements. He noted that the City is short on workers and has struggled to find enough seasonal workers to even apply for the temporary positions. He stated that he noticed the irrigation system at the park is apparently not working at present and noted that staff will follow up with that repair.

Mr. Schultz suggested that perhaps the City reach out to residents around the parks that would perhaps be willing to volunteer or contract to complete the repairs.

Parks & Assistant Public Works Superintendent Riverblood replied that there are volunteer opportunities within the parks but noted that some repairs are more complicated and require a contractor.

Chair Bennett noted that park maintenance is an ongoing discussion and thanked the resident for his input and feedback.

3. APPROVE AGENDA

Motion by Commissioner Barten, seconded by Commissioner Sis, to approve the Park and Recreation Commission meeting agenda as presented.

Motion carried. Voting Yes: Chair Bennett; Commissioners Sis, Barnes, Barten, Bayer, Guck, Leistico, and Loss. Voting No: None. Absent: None.

4. APPROVE MINUTES

4.01: Approve Park and Recreation Commission Meeting Minutes

Motion by Commissioner Bayer, seconded by Commissioner Leistico, to approve the following Park and Recreation Commission Regular Meeting Minutes:

- Park and Recreation Commission Meeting Minutes dated May 21, 2020.

Motion carried. Voting Yes: Chair Bennett; Commissioners Leistico, Barnes, Sis, Bayer, Guck, and Loss. Voting No: None. Absent: None.

5. COMMISSION BUSINESS

5.01: Approve Planning Framework for Highway 10 South Planning Area – Riverstone South

Parks & Assistant Public Works Superintendent Riverblood stated that the purpose of the case is to provide high level direction for the subject property and establish a policy framework that will assist the future developers in providing sketch plans that would meet the guidelines. He noted that the Planning Commission reviewed and approved the framework at their last meeting. He stated that this Commission will focus on the park and trail elements and could also provide comments on tree preservation. He advised that the Environmental Policy Board will also provide

input on tree preservation. He stated that once all the Boards and Commissions have provided their input, the City Council will review the document. He provided details on the existing conditions and adjacent property uses and identified future land uses. He provided details on the road connection that would be proposed for Bowers Drive and other elements discussed by the Planning Commission including density transitioning. He stated that Capstone is proposing to build a similar development to that of Riverstone, north of Highway 10, on the parcel.

Councilmember Heinrich referenced the connection to Bowers Drive and asked if there would be a barricade rather than an actual road.

Parks & Assistant Public Works Superintendent Riverblood stated that there was a neighborhood forum held online to gather input. He stated that the Planning Commission further discussed the topic at their meeting the previous week and it was his understanding that the neighborhood was generally okay with a connection that is more narrow, at 20 feet, rather than a full width street. He stated that although barricades were discussed previously, he did not believe that idea moved forward, as the additional connection will provide a benefit in terms of public safety and public works.

Chair Bennett asked if the road connection could be used by vehicles and pedestrians or whether it would only be used by public safety and public works.

Parks & Assistant Public Works Superintendent Riverblood stated that the Mississippi River Trail will not go through that location. He stated that he believed the recommendation of the Planning Commission was that the connection would be a narrow street that vehicles could travel on. He did not believe that many others, outside of those on Bowers Drive, would choose to use the connection. He stated that the City has the wherewithal to site parks and communicated that with the developer, noting that the intent would be to preserve the beautiful wooded area on the site within the parks area. He asked if the Commission also believes that the park should be within the wooded area and not in the open area of the development. He stated that it is the opinion of staff that a small neighborhood park would be warranted in this development. He noted that the wooded area could provide the theme for the park, using the suggestion of a tree fort concept.

Commissioner Leistico asked the number of homes that would be within the development.

Parks & Assistant Public Works Superintendent Riverblood replied that there is not yet a count of the homes, noting that the intent is to establish this framework that the developer could use to develop their sketch plan.

Vice Chair Sis stated that he would agree that the wooded area is an asset and would support locating the park in that area.

Commissioner Guck asked the size of the wooded area.

Parks & Assistant Public Works Superintendent Riverblood replied that the wooded area is between 16 and 20 acres. He stated that he has communicated to the developer that the park would only need to be about one acre. He noted that it is likely that when a development plan comes forward, additional tree preservation may be required along the 50-foot buffer. He stated that staff

will work with the developer to site the park around specimen trees in order to preserve the highest quality trees.

Commissioner Bayer asked if there is a location within the development that would not only fit with the intent to preserve high quality trees, but also connect to the trail system to allow residents from other neighborhoods to access the park as well.

Parks & Assistant Public Works Superintendent Riverblood confirmed that there would be sidewalks along each street in the subdivision. He noted that the Commission could recommend a trail in lieu of a sidewalk to connect to the park. He noted that type of recommendation would be helpful at this point, as the desire is to provide broad direction that the developer can incorporate into their sketch plan.

Commissioner Barten stated that if one acre or even five acres were used for park, would the remaining treed area be preserved or removed.

Parks & Assistant Public Works Superintendent Riverblood commented that the area for the park would typically receive Park Dedication credit. He stated that the developer also desires a zoning amendment, which provides the City with additional leverage. He explained that he would want to see the developer provide the land for the park without receiving Park Dedication for that. He stated that instead the trees included in the park area would count towards the tree preservation requirements. He noted that arrangement would allow the City to use the Park Dedication funds to build a creative park. He stated that because the developer is requesting a zoning amendment, there is opportunity to negotiate for things the City would desire such as preservation of the trees, park land, and Park Dedication fees that could be used to build a creative park. He commented that the developer could submit a sketch plan as early as August, with plans to potentially begin construction in spring of 2021.

Chair Bennett referenced an adjacent area that could be developed in the future adjacent to the Riverstone subject property and asked for input on the vision for park use in that area.

Parks & Assistant Public Works Superintendent Riverblood referenced the grey area that is not part of this proposal, noting that there is a public/private park desire identified within the Comprehensive Plan along the river. He noted that the neighborhoods could be connected through trails to allow residents to access both proposed park areas.

Chair Bennett stated that he would agree with the ability to preserve the largest number of trees possible, focusing on the higher quality trees for the park location. He stated that perhaps the park be located somewhat closer to the connection to Bowers Drive as that would provide the ability to connect the different neighborhoods with trails.

Parks & Assistant Public Works Superintendent Riverblood identified the areas with the higher quality trees, per the tree inventory work completed thus far and his walk through of the property.

Councilmember Heinrich asked if there was feedback from the Bowers Drive neighborhood related to a park.

Parks & Assistant Public Works Superintendent Riverblood stated that he was unsure if the park element was discussed as the focus seemed to be on density transitioning, tree preservation and the connection road. He stated that there will be more opportunities for public comment as this moves forward.

Chair Bennett noted that some elements will be dependent upon the goals of the developer, as empty nesters would have different desires in a park.

Councilmember Heinrich commented that it seemed the developer desired to place high density units near the solar array with the larger lots adjacent to Bowers Drive.

Chair Bennett agreed that would be a logical layout.

Commissioner Sis referenced the 50-foot buffer and asked if that would remain wooded.

Parks & Assistant Public Works Superintendent Riverblood stated that the 50-foot area is owned by the City and the City would maintain control rather than an HOA, so that area would remain wooded.

Motion by Commissioner Sis, seconded by Commissioner Barten, to recommend that the City Council adopt the document as an official, yet nonbinding policy document, together with park and trail recommendations to guide future conversations pertaining to Riverstone South as discussed by the Commission.

Motion carried. Voting Yes: Chair Bennett; Commissioners Sis, Bayer, Barnes, Barten, Guck, Leistico, and Loss. Voting No: None. Absent: None.

6. COMMISSION/STAFF INPUT

Parks & Assistant Public Works Superintendent Riverblood highlighted upcoming recreation programming and modified summer events.

Commissioner Bayer commented on the dog park and stated that it would be helpful to have tables in the shade for residents.

Parks & Assistant Public Works Superintendent Riverblood commented that he will look into it to determine if there would be a seating option within the proposed new addition to the off-leash area.

7. ADJOURNMENT

Motion by Commissioner Bayer, seconded by Commissioner Loss, to adjourn the meeting.

Motion carried. Voting Yes: Chair Bennett; Commissioners Barnes, Sis, Barten, Bayer, Guck, Leistico, and Loss. Voting No: None. Absent: None.

The Park and Recreation Commission meeting adjourned at 7:39 p.m.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read 'M. Riverblood', with a long horizontal stroke extending to the right.

Mark Riverblood
Parks & Assistant Public Works Superintendent

Drafted by Amanda Staple
TimeSaver Off Site Secretarial, Inc.

**PUBLIC WORKS COMMITTEE
CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA**

The Public Works Committee conducted a regular meeting on Tuesday, June 16, 2020, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

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

Also Present: Public Works Superintendent Grant Riemer
 City Engineer Bruce Westby

1. CALL TO ORDER

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

2. CITIZEN INPUT

There was none.

3. APPROVE AGENDA

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

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

4. APPROVE MINUTES

4.01: Approve March 16, 2020, Meeting Minutes

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

Regular Meeting Minutes dated March 16, 2020

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

5. COMMITTEE BUSINESS

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.

City Engineer Westby confirmed that core drillings were done and a reconstruct would be needed rather than a mill and overlay.

Chairperson Kuzma noted that there is already \$25,000 set aside for additional spray patching and confirmed that staff would not anticipate needing more than that. He stated that leaves \$287,000 that could be carried over into 2021.

Councilmember Menth agreed that the funds should remain and be carried over to 2021.

Councilmember Riley stated that the funds were budgeted for road maintenance and if not spent in 2020, there should be a firm plan on how those funds would be used in 2021.

Chairperson Kuzma commented that this excess should be in addition to the \$500,000 that is budgeted annually for road maintenance.

Motion by Councilmember Menth, seconded by Councilmember Riley, to recommend to the City Council to reallocate excess 2020 Crack Sealing and Seal Coating Improvement funds as follows: use as needed for spray patching and bank the remainder for road maintenance use in 2021.

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

6. COMMITTEE / STAFF INPUT

6.01: Receive Staff Update on 2020 Reclamite Rejuvenator Pilot Project

City Engineer Westby provided an update on the proposed 2020 reclamite pavement rejuvenator pilot project.

Chairperson Kuzma asked the age of the majority of the City streets.

City Engineer Westby estimated between 30 to 40 years old on average. He stated that they could do the test strips and use that data to determine if this would be a helpful step to incorporate into the City's road maintenance plan following new road construction and overlays. He stated that many cities are doing pilot projects this year, similar to this request.

Chairperson Kuzma commented that while this could be a good incorporation, he would be more concerned with how sealcoating will be replaced.

City Engineer Westby stated that he would not recommend sealcoating any longer because of the stripping under sealcoat issues that have occurred across the metro and have been observed in Ramsey over the last couple of years. He stated that staff will continue to look for alternative options.

Councilmember Menth stated that this is a problem within the industry, and he would believe that the industry is working to find a solution.

Councilmember Riley asked the cost of Reclamite compared to sealcoat.

City Engineer Westby replied that the cost is less for Reclamite.

Councilmember Riley asked if it would make sense to do a few streets rather than simply doing the free test strips, as there are available funds.

City Engineer Westby stated that staff would welcome that option. He stated that he has only heard positive input from cities that have implemented this practice. He stated that staff could reach out to the contractor to obtain a cost estimate for a few streets.

The consensus of the Committee was to reach out to the contractor to determine the cost to complete a full street that could be used for comparison against another street of the same age to gain that data. Based on the cost Staff will bring back that cost estimate to the Committee.

6.02: Receive Staff Updates on Improvement Projects, Studies, and Items of Interest

City Engineer Westby provided an update on current and proposed City, County and MnDOT improvement projects and studies, and on other items of interest to the Committee.

6.03: Review Future Topics Calendar

City Engineer Westby reviewed the future topics calendar.

Councilmember Riley asked if there has been participation in the water savings.

City Engineer Westby replied that there have been one or two toilet replacements with the remainder being irrigation audit requests. He noted that there are still funds available for residents to apply.

7. ADJOURNMENT

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

Motion carried.

The regular meeting of the Public Works Committee adjourned at 6:29 p.m.

Respectfully submitted,

Grant Riemer
Public Works Superintendent

Drafted by Amanda Staple
TimeSaver Off Site Secretarial, Inc.

CC Regular Session

5. 4.

Meeting Date: 07/28/2020

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

Rental License Applications

Form Review

Inbox	Reviewed By	Date
Tim Gladhill	Tim Gladhill	07/22/2020 07:35 PM
Kurt Ulrich	Kurt Ulrich	07/23/2020 01:20 PM
Form Started By: JoAnn Shaw		Started On: 07/15/2020 09:53 AM
Final Approval Date: 07/23/2020		

Report Name: License Report - License Types
Council Dates: 7/28/2020 to 7/28/2020
Status: Active, Inactive
License Type(s): Rental

City of Ramsey License Report - License Types

Printed: 7/22/2020
Page: 1

<u>Company</u>	<u>Location</u>	<u>Complex</u>	<u>Exp. Date</u>	<u>Council Date</u>	<u>Status</u>
Rental					
Jenna Properties, LLC	7068 139th Ave NW		7/11/2023	7/28/2020	A
Sara Pladson	6854 139th La NW #4		6/27/2023	7/28/2020	A
Tom and Linda Zappe	6870 139th La NW #5		6/27/2023	7/28/2020	A
IASIS V, Inc	5418 142nd Ave NW		7/11/2023	7/28/2020	A
Kraig and Jayne Domogalla	5435 144th Way NW #16		7/11/2023	7/28/2020	A
Kraig and Jayne Domogalla	5435 144th Way NW #22		7/11/2023	7/28/2020	A
Kraig and Jayne Domogalla	5450 144th Way NW #16		7/11/2023	7/28/2020	A
Kraig and Jayne Domogalla	5450 144th Way NW #18		7/11/2023	7/28/2020	A
Randy and Elaine Jilek	7262 147th La NW		7/11/2023	7/28/2020	A
Rakesh Desai	7282 147th La NW		7/11/2023	7/28/2020	A
Randy and Elaine Jilek	7306 147th La NW		7/11/2023	7/28/2020	A
Randy and Elaine Jilek	7408 147th La NW		7/11/2023	7/28/2020	A
Karrie and Colburn Lehn	7272 147th Ter NW		7/11/2023	7/28/2020	A
Jeff and Jodi Shoemaker	7316 147th Ter NW		6/13/2023	7/28/2020	A
Statewide Investments, LLC	7795 148th La NW		7/11/2023	7/28/2020	A
Greenwood Real Estate Holdings, LLC	14660 Cobalt St NW #20		6/13/2023	7/28/2020	A
Tom and Linda Zappe	14700 Cobalt St NW #20		6/27/2023	7/28/2020	A
Ryan Best	7221 E Ramsey Pkwy		7/11/2023	7/28/2020	A
Brian Kniebel	16531 Ebony St NW		7/25/2023	7/28/2020	A
Kraig and Jayne Domogalla	15265 Fluorine St NW		7/11/2023	7/28/2020	A
Kim Correll	13928 Garnet Ter NW		7/11/2023	7/28/2020	A
Tom and Linda Zappe	15396 Germanium St NW		6/27/2023	7/28/2020	A
Jason and Julie Huspek	14714 Helium St NW		7/11/2023	7/28/2020	A
Rakesh Desai	14749 Olivine St NW		7/11/2023	7/28/2020	A
Mai Wong	14869 Olivine St NW		7/25/2023	7/28/2020	A
Jannette Achale Epse Ayuis	14564 Olivine Ter NW		6/13/2023	7/28/2020	A
Grant Johnson	14759 Peridot St NW		7/11/2023	7/28/2020	A
Katrina Colby	14191 Xenon St NW #27		7/11/2023	7/28/2020	A
Jordan LaBorg	14265 Xkimo St NW		7/25/2023	7/28/2020	A

Rental License Count: 29

Total Licenses: 29

CC Regular Session

5. 5.

Meeting Date: 07/28/2020

By: Jackie Lipski, Finance

Information

Title

Adopt Resolution #20-152 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of July 9, 2020 through July 22, 2020.

Purpose/Background:

Adopt Resolution #20-152 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of July 9, 2020 through July 22, 2020.

Recommendation:

Staff Recommends to Adopt Resolution #20-152 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of July 9, 2020 through July 22, 2020.

Action:

Motion to Adopt Resolution #20-152 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of July 9, 2020 through July 22, 2020.

Attachments

Bills List 7/28/2020

Resolution 7/28/2020

Form Review

Inbox	Reviewed By	Date
Diana Lund	Diana Lund	07/22/2020 01:31 PM
Kurt Ulrich	Kurt Ulrich	07/23/2020 02:14 PM
Form Started By: Jackie Lipski		Started On: 07/22/2020 12:40 PM
Final Approval Date: 07/23/2020		

RAMSEY CITY COUNCIL MEETING
7/28/2020
BILLS LIST

DISBURSEMENTS TO BE APPROVED THIS MEETING:

DISBURSEMENT TYPE:	<u>SUBMITTED FOR APPROVAL</u>
Purchase Journal:	
Prepays 7/9/2020-7/22/2020	226,719.96
Accounts Payable 7/9/2020-7/22/2020	335,515.46
Payroll 7/10/2020	180,722.73
Pay Estimate- Project	16,771.49

TOTAL SUBMITTED FOR APPROVAL THIS MEETING

(Invoices Available for Reviewal)

\$ 759,729.64

<u>DISBURSEMENTS PREVIOUSLY APPROVED AND PAID:</u>	<u>APPROVED PREV. MTG</u>	<u>2020 Y.T.D.</u>
NET PAYROLL TOTAL	\$ 206,738.81	\$ 2,425,271.22
- CORRECTION TO PAYROLL		
PREPAIDS	394,433.05	4,719,246.64
- PREPAID ADJUSTMENTS		
WIRE TRANSFERS FOR DEBT SERVICE		2,546,908.35
- CORRECTION TO D.S.		
ACCOUNTS PAYABLE INVOICING - PREVIOUS MEETING:		
- BILLS LIST SUBMITTED	442,908.59	3,336,396.40
ADD (DELETE) BILLS LIST SUBMITTED		
PAY ESTIMATE(S)		
- CHECKS VOIDED	0.00	0.00
TOTAL CASH DISBURSEMENTS PREVIOUSLY APPROVED	\$ 1,044,080.45	\$ 13,027,822.61

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110860	7/9/2020		100012 ACE SOLID WASTE INC						
		113.10	JULY 2020 FIRE STATIONS		102545	6045918	0220.6374		REFUSE/RECYCLING
		<u>113.10</u>							
110861	7/9/2020		106615 AMERICAN TEST CENTER INC						
		1,527.00	TEST/INSPECT AERIAL TRUCK		102506	2201125	0220.6249		MISCELLANEOUS OPER/
		22.90	LATE FEE		102506	2201125	0220.6249		MISCELLANEOUS OPER/
		<u>1,549.90</u>							
110862	7/9/2020		100948 ANOKA COUNTY LICENSE CENTER						
		1,998.68	613 20 FORD F250 TITLE/PLATES		102507	070620	0452.6550		MOTOR VEHICLES
		<u>1,998.68</u>							
110863	7/9/2020		110734 CITY OF RAMSEY						
		159.49	# 719178		102529	070820	9601.4651		WATER REVENUE
		<u>159.49</u>							
110864	7/9/2020		111696 CITY OF RAMSEY						
		93.56	ESCROW INVOICE/UTILITY BILL		102508	070820	9601.4651		WATER REVENUE
		<u>93.56</u>							
110865	7/9/2020		100116 CONNEXUS ENERGY						
		85.00	SIRENS		102509	759126-303095	0250.6371		ELECTRIC UTILITIES
		<u>85.00</u>							
110866	7/9/2020		117692 COUCH, JAMES						
		381.88	REF ESC BAL 117030		102510	070720	9804.6433	00117030	REFUNDS
		<u>381.88</u>							
110867	7/9/2020		117693 DACOTAH PAPER COMPANY						
		58.62	DISINF HEPACIDE		102511	29713	0220.6249		MISCELLANEOUS OPER/
		.88	LATE FEE		102511	29713	0220.6249		MISCELLANEOUS OPER/
		<u>59.50</u>							
110868	7/9/2020		117609 EQUIPMENT MANAGEMENT COMPANY						
		1,735.00	ANNUAL SERVICE ON TOOLS		102512	57596	0220.6281		SMALL TOOLS & MINOR F
		<u>1,735.00</u>							
110869	7/9/2020		106962 FIRE						
		1,500.00	APRIL/MAY 20 OFF 1 CLASS		102513	4461	0220.6335		TRAINING
		45.00	LATE FEE		102513	4461	0220.6335		TRAINING
		<u>1,545.00</u>							
110870	7/9/2020		117696 HADALLER, TIMOTHY M.						
		1,500.00	DRAW CONCERT 7/9/2020		102530	070820	9270.6315		MISCELLANEOUS PROFE
		<u>1,500.00</u>							
110871	7/9/2020		117694 HOFFMAN, ELIETH						
		1,903.00	REIMB. CTY TAXES PD ON UTILITY		102514	070820	9601.4651		WATER REVENUE
		<u>1,903.00</u>							
110872	7/9/2020		111602 JDI SIGNS AND GRAPHICS						
		1,047.64	SIGN WORK		102515	6160-1	0191.6315		MISCELLANEOUS PROFE
		<u>1,047.64</u>							
110873	7/9/2020		114818 LDK BUILDERS INC						

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110873	7/9/2020		114818 LDK BUILDERS INC						Continued.
		1,500.00	REF ERO ESC 15482 IODINE ST		102528	070920	9804.6433	00117297	REFUNDS
		<u>1,500.00</u>							
110874	7/9/2020		117588 MEDART- CPD						
		30.44	ENG MAINT. KIT		102517	20-348191	0311.6257		OTHER VEHICLE PARTS
		.22	ENG MAINT. KIT		102517	20-348191	0311.6257		OTHER VEHICLE PARTS
		<u>30.22</u>							
110875	7/9/2020		117695 NELSON, DARLENE						
		1,350.00	DRAW CONCERT 7/2/2020		102518	070820	9270.6315		MISCELLANEOUS PROFE
		<u>1,350.00</u>							
110876	7/9/2020		111525 OFFICE OF THE SECRETARY OF STATE						
		120.00	NOTARY- TIM GLADHILL		102519	070220	0191.6315		MISCELLANEOUS PROFE
		<u>120.00</u>							
110877	7/9/2020		117691 OMANN, LORENA						
		75.00	BIZ EXPO REIMB 2020		102520	070120	9230.6249		MISCELLANEOUS OPERA
		<u>75.00</u>							
110878	7/9/2020		117690 VINYL GRAPHICS INC						
		450.00	CLEAN DRAW SIGN		102522	6462	0452.6381		BUILDING & STRUCTURE
		<u>450.00</u>							
110914	7/16/2020		117700 A HARD DAY'S NIGHT						
		300.00	DRAW CONCERT 8-20-2020		102550	071420	9270.6315		MISCELLANEOUS PROFE
		<u>300.00</u>							
110915	7/16/2020		117709 BREHM, CATHY						
		124.00	REF CANCELLED RESERV.		102551	071320	9101.4305		RENTAL FEES
		155.00	REF CANCELLED RESERV.		102551	071320	9804.1160		KEY & DAMAGE DEPOSIT
		<u>279.00</u>							
110916	7/16/2020		117701 CHURCH OF CASH						
		225.00	DRAW CONCERT 8-6-2020		102555	071420	9270.6315		MISCELLANEOUS PROFE
		<u>225.00</u>							
110917	7/16/2020		107356 NETWORK TITLE INC						
		229.44	UB REF 14595 PERIDOT ST		102557	071620	9601.4651		WATER REVENUE
		<u>229.44</u>							
110918	7/16/2020		117699 PAQUETTE, CHRIS						
		200.00	WATER EFF GRANT PROG.		102558	071620	9601.6436		WATER EFFICIENCY REB
		<u>200.00</u>							
110919	7/16/2020		117711 RHINO						
		1,800.00	DRAW CONCERT 7/16/2020		102564	071420	9270.6315		MISCELLANEOUS PROFE
		<u>1,800.00</u>							
110920	7/16/2020		114151 TASC (FEES)						
		370.50	JUNE 2020 FEES		102561	IN1798616	0130.6315		MISCELLANEOUS PROFE
		<u>370.50</u>							
1001439	7/10/2020		114616 FERIANCEK, JOE						
		122.50	ENG LICENSE RENEWAL 20/21		102516	070720	0301.6451		MEMBERSHIP DUES

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1001439	7/10/2020		114616 FERIANCEK, JOE						Continued.
		122.50							
1001440	7/10/2020		112079 TOKLE INSPECTIONS INC						
		4,237.50	MARCH 2020 SERVICES		102521	070620	0240.6315		MISCELLANEOUS PROFE
		4,237.50							
1001441	7/10/2020		111137 WRIGHT HENNEPIN COOPERATIVE ELECTRIC						
		27.95	7550 SUNWOOD DR		102523	150-1681-6340	0194.6489		OTHER CONTRACTED SE
						JUNE 20			
		22.95	7650 SUNWOOD DR		102524	150-1681-4280	9240.6315		MISCELLANEOUS PROFE
						JUNE 20			
		27.95	6701 HWY 10-YOUTH FIRST		102525	150-1687-1105	9410.6315	00041012	MISCELLANEOUS PROFE
						JUNE 20			
		27.95	5650 ALPINE DR		102526	150-1691-2206	0220.6489		OTHER CONTRACTED SE
						JUNE 20			
		35.90	7550 SUNWOOD DR		102527	150-1693-4968	0194.6489		OTHER CONTRACTED SE
						JUNE 20			
		142.70							
1001498	7/17/2020		116845 CADY BUSINESS TECHNOLOGIES INC						
		39.00	JULY 2020 SERVICE		102552	00000048 7/2020	0192.6405		OFFICE & DATA PROCES:
		39.00							
1001499	7/17/2020		112663 CAPSTONE HOMES INC						
		1,500.00	REF ERO ESC 8749 150TH LN NW		102553	071620	9804.6433	00116963	REFUNDS
		1,500.00	REF ERO ESC 14979 SNOWY OWL ST		102554	071620A	9804.6433	00117007	REFUNDS
		3,000.00							
1001500	7/17/2020		100291 MET COUNCIL SAC						
		34,790.00	JUNE 2020 SAC CHARGES		102556	071320	9602.2083		SAC CHARGES
		347.90-	JUNE 2020 SAC CHARGES		102556	071320	9602.4356		SEWER AVAILABILITY CH
		34,442.10							
1001501	7/17/2020		110313 SUMMIT COMPANIES						
		890.00	FIRE SPRINKLER SERVICE-RAMP		102559	2167769	9240.6315		MISCELLANEOUS PROFE
		890.00							
1001502	7/17/2020		112079 TOKLE INSPECTIONS INC						
		190.68	LATE FEE FOR MAR 2020 INV.		102560	071420	0240.6315		MISCELLANEOUS PROFE
		190.68							
1001503	7/17/2020		100510 VERIZON WIRELESS						
		1,225.95	JUNE/JULY 2020 SERVICE		102562	9857797029	0211.6323		CELLULAR PHONES
		463.13	JUNE/JULY 2020 SERVICE		102562	9857797029	0211.6415		OTHER EQUIPMENT REN
		96.32	JUNE/JULY 2020 SERVICE		102562	9857797029	0280.6323		CELLULAR PHONES
		1,785.40							
1001504	7/17/2020		111137 WRIGHT HENNEPIN COOPERATIVE ELECTRIC						
		27.95	7550 SUNWOOD DR PD		102563	150-1682-6501	0211.6489		OTHER CONTRACTED SE
						6/30/20			
		27.95							
90564052	7/10/2020		100398 PUBLIC EMPLOYEES RETIREMENT ASSN						
		22,468.95			102539	070920903434	9101.2174		PERA-EMPLOYEE
		30,093.64			102540	070920903435	9101.2183		PERA-EMPLOYER

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90564052	7/10/2020		100398 PUBLIC EMPLOYEES RETIREMENT ASSN						Continued.
		52,562.59							
95684817	7/10/2020		101306 IRS						
		24,890.62			102542	070920903437	9101.2171		FEDERAL WITHHOLDING
		14,442.27			102543	070920903438	9101.2173		FICA & MEDICARE-EMPL
		14,442.26			102544	070920903439	9101.2182		FICA & MEDICARE-EMPL
		53,775.15							
98071020	7/10/2020		107962 TOTAL ADMINISTRATIVE SERVICE CORP						
		1,778.52			102532	0709209034310	9101.2176		LIFE/HEALTH-EMPLOYEE
		1,778.52							
99071020	7/10/2020		115668 ALERUS FINANCIAL NA						
		3,723.69			102536	0709209034314	9101.2176		LIFE/HEALTH-EMPLOYEE
		3,723.69							
99071420	7/14/2020		100629 MN DEPT OF REV SALES TX						
		16.39	June Sale/Use Tax		102546	06302020	9101.4305		RENTAL FEES
		5.77	June Sale/Use Tax		102546	06302020	9101.4328		ACCIDENT REPORTS
		1.43	June Sale/Use Tax		102546	06302020	9101.4308		SALES OF MAPS & PUBLI
		.45	June Sale/Use Tax		102546	06302020	9101.4609		OTHER MISCELLANEOUS
		607.86	June Sale/Use Tax		102546	06302020	9601.2082		SALES/USE TAX PAYABLE
		631.00							
99071520	7/15/2020		108768 COMDATA NETWORK INC						
		131.85	AMAZON.COM*MY9QI2WQ1 A		102548	JUNE 2020	0452.6269		LANDSCAPE MATERIALS
						COMDATA PCARD			
		539.94	HORIZON INC		102548	JUNE 2020	0452.6269		LANDSCAPE MATERIALS
						COMDATA PCARD			
		22.49	HORIZON INC		102548	JUNE 2020	0452.6269		LANDSCAPE MATERIALS
						COMDATA PCARD			
		959.04	MENARDS COON RAPIDS MN		102548	JUNE 2020	0452.6269		LANDSCAPE MATERIALS
						COMDATA PCARD			
		252.24	AMAZON.COM*MY50P8AM2 A		102548	JUNE 2020	0211.6281		SMALL TOOLS & MINOR E
						COMDATA PCARD			
		55.17	AMAZON.COM*MY9O87GD1		102548	JUNE 2020	0211.6235		AMMUNITION
						COMDATA PCARD			
		13.60	AMZN MKTP US		102548	JUNE 2020	0211.6231		UNIFORMS & TURN-OUT
						COMDATA PCARD			
		17.24	AMZN MKTP US		102548	JUNE 2020	0211.6231		UNIFORMS & TURN-OUT
						COMDATA PCARD			
		69.95	AMZN MKTP US AMZN.COM/		102548	JUNE 2020	0211.6231		UNIFORMS & TURN-OUT
						COMDATA PCARD			
		400.70	AMZN MKTP US*M76I03942		102548	JUNE 2020	0211.6231		UNIFORMS & TURN-OUT
						COMDATA PCARD			
		5.00	AMZN MKTP US*MS53Y4VY2		102548	JUNE 2020	0211.6233		BATTERIES EQUIP
						COMDATA PCARD			
		6.49	AMZN MKTP US*MS9IT29X1		102548	JUNE 2020	0211.6233		BATTERIES EQUIP
						COMDATA PCARD			
		109.49	AMZN MKTP US*MY3485TZ1		102548	JUNE 2020	0211.6233		BATTERIES EQUIP
						COMDATA PCARD			
		69.95	AMZN MKTP US*MY4OE03U1		102548	JUNE 2020	0211.6231		UNIFORMS & TURN-OUT
						COMDATA PCARD			
		180.00	AMZN MKTP US*MY5GF3TF1		102548	JUNE 2020	0211.6231		UNIFORMS & TURN-OUT
						COMDATA PCARD			

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99071520	7/15/2020		108768 COMDATA NETWORK INC						Continued.
		139.99	AMZN MKTP US*MY8FB9TG0		102548	JUNE 2020	0211.6231		UNIFORMS & TURN-OUT
						COMDATA PCARD			
		61.85	COBORN'S SUPERSTORE		102548	JUNE 2020	0211.6331		TRAVEL & LODGING
						COMDATA PCARD			
		250.00-	GLOCK PROFESSIONAL INC		102548	JUNE 2020	0211.6335		TRAINING
						COMDATA PCARD			
		250.00-	GLOCK PROFESSIONAL INC		102548	JUNE 2020	0211.6335		TRAINING
						COMDATA PCARD			
		7.14	MENARDS ELK RIVER MN		102548	JUNE 2020	0211.6231		UNIFORMS & TURN-OUT
						COMDATA PCARD			
		26.34	MENARDS ELK RIVER MN		102548	JUNE 2020	0211.6231		UNIFORMS & TURN-OUT
						COMDATA PCARD			
		9.07-	ZOOM.US		102548	JUNE 2020	0892.6282		EMERGENCY SUPPLIES
						COMDATA PCARD			
		47.04	AMZN MKTP US*MS2HD09F0		102548	JUNE 2020	0194.6249		MISCELLANEOUS OPERA
						COMDATA PCARD			
		105.98	AMZN MKTP US*MS7967JF0		102548	JUNE 2020	0194.6249		MISCELLANEOUS OPERA
						COMDATA PCARD			
		50.21	WM SUPERCENTER #3209		102548	JUNE 2020	0194.6249		MISCELLANEOUS OPERA
						COMDATA PCARD			
		50.00	TLO TRANSUNION		102548	JUNE 2020	0211.6315		MISCELLANEOUS PROFE
						COMDATA PCARD			
		919.00	NEWEGG B2B INC		102548	JUNE 2020	0192.6281		SMALL TOOLS & MINOR I
						COMDATA PCARD			
		8.92	NEWEGG B2B INC		102548	JUNE 2020	0192.6281		SMALL TOOLS & MINOR I
						COMDATA PCARD			
		459.00	NEWEGG B2B INC		102548	JUNE 2020	0192.6281		SMALL TOOLS & MINOR I
						COMDATA PCARD			
		129.00	LOGMEIN*GOTOWEBINAR		102548	JUNE 2020	0892.6282		EMERGENCY SUPPLIES
						COMDATA PCARD			
		295.00-	MINNESOTA STATE COLLEG		102548	JUNE 2020	0130.6335		TRAINING
						COMDATA PCARD			
		295.00-	MINNESOTA STATE COLLEG		102548	JUNE 2020	0130.6335		TRAINING
						COMDATA PCARD			
		384.00	SMK*SURVEYMONKEY.COM		102548	JUNE 2020	0130.6315		MISCELLANEOUS PROFE
						COMDATA PCARD			
		299.00	AMERICAN PAYROLL ASSOC		102548	JUNE 2020	0153.6335		TRAINING
						COMDATA PCARD			
		530.00	GOVERNMENT FINANCE OFF		102548	JUNE 2020	0153.6302		AUDITING & ACCOUNTIN
						COMDATA PCARD			
		342.59	AMAZON.COM*MS5WN3ZS1		102548	JUNE 2020	0311.6281		SMALL TOOLS & MINOR I
						COMDATA PCARD			
		55.99	AMZN MKTP US*MS0B61LM1		102548	JUNE 2020	0311.6257		OTHER VEHICLE PARTS
						COMDATA PCARD			
		63.36	AMZN MKTP US*MY4R76D32		102548	JUNE 2020	0311.6257		OTHER VEHICLE PARTS
						COMDATA PCARD			
		182.00	JEFF STEIN SNAPON		102548	JUNE 2020	0311.6281		SMALL TOOLS & MINOR I
						COMDATA PCARD			
		14.36	LEHMANN'S POWER EQUIPME		102548	JUNE 2020	0311.6249		MISCELLANEOUS OPERA
						COMDATA PCARD			
		229.99	NORTHERN TOOL EQUIPMNT		102548	JUNE 2020	0311.6249		MISCELLANEOUS OPERA
						COMDATA PCARD			
		5.00	AMAZON.COM*MY0J36CK0		102548	JUNE 2020	0452.6489		OTHER CONTRACTED SE
						COMDATA PCARD			

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99071520	7/15/2020		108768 COMDATA NETWORK INC						Continued.
		250.00	SWANK MOTION PICTURES		102548	JUNE 2020	0452.6489		OTHER CONTRACTED SE
						COMDATA PCARD			
		853.39	SWANK MOTION PICTURES		102548	JUNE 2020	0452.6489		OTHER CONTRACTED SE
						COMDATA PCARD			
		1,992.00	HOMEDEPOT.COM		102548	JUNE 2020	0220.6281		SMALL TOOLS & MINOR I
						COMDATA PCARD			
		796.00	HOMEDEPOT.COM		102548	JUNE 2020	0220.6281		SMALL TOOLS & MINOR I
						COMDATA PCARD			
		1.00	HOMEDEPOT.COM		102548	JUNE 2020	0220.6281		SMALL TOOLS & MINOR I
						COMDATA PCARD			
		158.62	HOMEDEPOT.COM		102548	JUNE 2020	0220.6281		SMALL TOOLS & MINOR I
						COMDATA PCARD			
		498.00	HOMEDEPOT.COM		102548	JUNE 2020	0220.6281		SMALL TOOLS & MINOR I
						COMDATA PCARD			
		199.00	HOMEDEPOT.COM		102548	JUNE 2020	0220.6281		SMALL TOOLS & MINOR I
						COMDATA PCARD			
		99.98	PAYPAL *PUREGREENLL		102548	JUNE 2020	0892.6282		EMERGENCY SUPPLIES
						COMDATA PCARD			
		18.98	AMAZON.COM*MJ6C73F11		102548	JUNE 2020	0301.6323		CELLULAR PHONES
						COMDATA PCARD			
		49.99	AMAZON.COM*MS8847PN0 A		102548	JUNE 2020	0130.6208		MISCELLANEOUS OFFICI
						COMDATA PCARD			
		14.85	AMZN MKTP US*MS2U31082		102548	JUNE 2020	0191.6208		MISCELLANEOUS OFFICI
						COMDATA PCARD			
		13.11	AMZN MKTP US*MS2U31082		102548	JUNE 2020	0301.6323		CELLULAR PHONES
						COMDATA PCARD			
		16.95	AMZN MKTP US*MY0KC1AG2		102548	JUNE 2020	0301.6323		CELLULAR PHONES
						COMDATA PCARD			
		128.26	CKE*KITCHEN TABLE ECOM		102548	JUNE 2020	0111.6249		MISCELLANEOUS OPERA
						COMDATA PCARD			
		46.00	GPS*MUNICIPAL CLERKS A		102548	JUNE 2020	0130.6451		MEMBERSHIP DUES
						COMDATA PCARD			
		46.00	GPS*MUNICIPAL CLERKS A		102548	JUNE 2020	0130.6451		MEMBERSHIP DUES
						COMDATA PCARD			
		46.00	GPS*MUNICIPAL CLERKS A		102548	JUNE 2020	0130.6451		MEMBERSHIP DUES
						COMDATA PCARD			
		105.93	TST*ACAPULCO MEXICAN		102548	JUNE 2020	0111.6249		MISCELLANEOUS OPERA
						COMDATA PCARD			
		30.33	COBORN'S SUPERSTORE		102548	JUNE 2020	0211.6331		TRAVEL & LODGING
						COMDATA PCARD			
		16.07	AUDIBLE*MY74T7731		102548	JUNE 2020	0892.6282		EMERGENCY SUPPLIES
						COMDATA PCARD			
		16.06	ZOOM.US		102548	JUNE 2020	0892.6282		EMERGENCY SUPPLIES
						COMDATA PCARD			
		34.60	TACO BELL 5180 QPS		102548	JUNE 2020	0211.6331		TRAVEL & LODGING
						COMDATA PCARD			
		122.50	BOARD OF AELSLAGID		102548	JUNE 2020	0301.6451		MEMBERSHIP DUES
						COMDATA PCARD			
		122.50	BOARD OF AELSLAGID		102548	JUNE 2020	0301.6451		MEMBERSHIP DUES
						COMDATA PCARD			
		16.06	ZOOM.US		102548	JUNE 2020	0301.6315		MISCELLANEOUS PROFE
						COMDATA PCARD			
		39.58	HIRSHFIELDS - 22 - RAM		102548	JUNE 2020	9201.6273		UTILITY SYSTEM MAINT
						COMDATA PCARD			

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99071520	7/15/2020		108768 COMDATA NETWORK INC						Continued.
		179.34	AMZN MKTP US*M798U9IB2		102548	JUNE 2020	9240.6315		MISCELLANEOUS PROFE
						COMDATA PCARD			
		197.98	AMZN MKTP US*MY7WH8DP0		102548	JUNE 2020	9240.6315		MISCELLANEOUS PROFE
						COMDATA PCARD			
		85.22	AMZN MKTP US*MS7V24R40		102548	JUNE 2020	9240.6315		MISCELLANEOUS PROFE
						COMDATA PCARD			
		35.00	MN DVS ANOKA 038 729		102548	JUNE 2020	0243.6249		MISCELLANEOUS OPERA
						COMDATA PCARD			
		27.00	MN DVS ANOKA 038 729		102548	JUNE 2020	0243.6249		MISCELLANEOUS OPERA
						COMDATA PCARD			
		25.00	MN DVS ANOKA 038 729		102548	JUNE 2020	0243.6249		MISCELLANEOUS OPERA
						COMDATA PCARD			
		.87	MN DVS ANOKA 038 729 F		102548	JUNE 2020	0243.6249		MISCELLANEOUS OPERA
						COMDATA PCARD			
		.67	MN DVS ANOKA 038 729 F		102548	JUNE 2020	0243.6249		MISCELLANEOUS OPERA
						COMDATA PCARD			
		.62	MN DVS ANOKA 038 729 F		102548	JUNE 2020	0243.6249		MISCELLANEOUS OPERA
						COMDATA PCARD			
		17.99	HIRSHFIELDS - 22 - RAM		102548	JUNE 2020	9601.6229		SHOP MATERIALS
						COMDATA PCARD			
		350.00	PSN*MINNESOTA RWA MN		102548	JUNE 2020	9601.6335		TRAINING
						COMDATA PCARD			
		96.72	THE HOME DEPOT 2821		102548	JUNE 2020	9601.6249		MISCELLANEOUS OPERA
						COMDATA PCARD			
		247.02	THE HOME DEPOT 2821		102548	JUNE 2020	9601.6249		MISCELLANEOUS OPERA
						COMDATA PCARD			
		1,360.00	U OF M CONTLEARNING		102548	JUNE 2020	9601.6335		TRAINING
						COMDATA PCARD			
		190.28	UNITED REFRIG BR #Z3		102548	JUNE 2020	9601.6249		MISCELLANEOUS OPERA
						COMDATA PCARD			
		28.50	BILL'S SUPERETTE		102549	JUNE 2020	0220.6223		GASOLINE
						COMDATA FUEL			
		25.00	BILL'S SUPERETTE		102549	JUNE 2020	0220.6225		DIESEL FUEL
						COMDATA FUEL			
		30.50	BILL'S SUPERETTE		102549	JUNE 2020	0220.6223		GASOLINE
						COMDATA FUEL			
		17.23	BILL'S SUPERETTE		102549	JUNE 2020	0220.6223		GASOLINE
						COMDATA FUEL			
		9.14	BILL'S SUPERETTE		102549	JUNE 2020	0220.6223		GASOLINE
						COMDATA FUEL			
		35.93	BILL'S SUPERETTE		102549	JUNE 2020	0220.6225		DIESEL FUEL
						COMDATA FUEL			
		74.45	BILL'S SUPERETTE		102549	JUNE 2020	0452.6223		GASOLINE
						COMDATA FUEL			
		16.02	BILL'S SUPERETTE		102549	JUNE 2020	0452.6223		GASOLINE
						COMDATA FUEL			
		42.01	BILL'S SUPERETTE		102549	JUNE 2020	0452.6223		GASOLINE
						COMDATA FUEL			
		27.50	BILL'S SUPERETTE		102549	JUNE 2020	0220.6223		GASOLINE
						COMDATA FUEL			
		41.69	BILL'S SUPERETTE		102549	JUNE 2020	0452.6223		GASOLINE
						COMDATA FUEL			
		20.06	BILL'S SUPERETTE		102549	JUNE 2020	0311.6223		GASOLINE
						COMDATA FUEL			

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99071520	7/15/2020		108768 COMDATA NETWORK INC						Continued.
		50.94	BILL'S SUPERETTE		102549	JUNE 2020	0311.6223		GASOLINE
						COMDATA FUEL			
		36.78	BILL'S SUPERETTE		102549	JUNE 2020	0452.6223		GASOLINE
						COMDATA FUEL			
		27.70	BILL'S SUPERETTE		102549	JUNE 2020	0311.6223		GASOLINE
						COMDATA FUEL			
		22.73	BILL'S SUPERETTE		102549	JUNE 2020	0452.6223		GASOLINE
						COMDATA FUEL			
		15.55	BILL'S SUPERETTE		102549	JUNE 2020	0220.6223		GASOLINE
						COMDATA FUEL			
		47.94	BILL'S SUPERETTE		102549	JUNE 2020	0220.6225		DIESEL FUEL
						COMDATA FUEL			
		22.51	BILL'S SUPERETTE		102549	JUNE 2020	0220.6223		GASOLINE
						COMDATA FUEL			
		29.97	BILL'S SUPERETTE		102549	JUNE 2020	0452.6223		GASOLINE
						COMDATA FUEL			
		25.43	BILL'S SUPERETTE		102549	JUNE 2020	0452.6223		GASOLINE
						COMDATA FUEL			
		30.97	BILL'S SUPERETTE		102549	JUNE 2020	0452.6223		GASOLINE
						COMDATA FUEL			
		30.29	BILL'S SUPERETTE		102549	JUNE 2020	0301.6223		GASOLINE
						COMDATA FUEL			
		33.53	BILL'S SUPERETTE		102549	JUNE 2020	0220.6223		GASOLINE
						COMDATA FUEL			
		45.32	BILL'S SUPERETTE		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		13.80	BILL'S SUPERETTE		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		41.68	BILL'S SUPERETTE		102549	JUNE 2020	0301.6223		GASOLINE
						COMDATA FUEL			
		43.05	BILL'S SUPERETTE		102549	JUNE 2020	0220.6225		DIESEL FUEL
						COMDATA FUEL			
		25.26	BILL'S SUPERETTE		102549	JUNE 2020	0220.6225		DIESEL FUEL
						COMDATA FUEL			
		36.03	BILL'S SUPERETTE		102549	JUNE 2020	0220.6225		DIESEL FUEL
						COMDATA FUEL			
		31.79	BILL'S SUPERETTE		102549	JUNE 2020	0220.6225		DIESEL FUEL
						COMDATA FUEL			
		24.75	BILL'S SUPERETTE		102549	JUNE 2020	0220.6225		DIESEL FUEL
						COMDATA FUEL			
		21.93	BILL'S SUPERETTE		102549	JUNE 2020	0220.6223		GASOLINE
						COMDATA FUEL			
		26.48	BILL'S SUPERETTE		102549	JUNE 2020	0220.6225		DIESEL FUEL
						COMDATA FUEL			
		35.81	BILL'S SUPERETTE		102549	JUNE 2020	0220.6225		DIESEL FUEL
						COMDATA FUEL			
		18.67	BILL'S SUPERETTE		102549	JUNE 2020	0220.6223		GASOLINE
						COMDATA FUEL			
		26.07	BILL'S SUPERETTE		102549	JUNE 2020	0220.6223		GASOLINE
						COMDATA FUEL			
		29.53	BILL'S SUPERETTE		102549	JUNE 2020	0220.6223		GASOLINE
						COMDATA FUEL			
		60.25	BILL'S SUPERETTE		102549	JUNE 2020	0452.6223		GASOLINE
						COMDATA FUEL			

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99071520	7/15/2020		108768 COMDATA NETWORK INC						Continued.
		54.00	BILL'S SUPERETTE		102549	JUNE 2020	0452.6223		GASOLINE
						COMDATA FUEL			
		46.00	BILL'S SUPERETTE		102549	JUNE 2020	0452.6223		GASOLINE
						COMDATA FUEL			
		14.17	BILL'S SUPERETTE		102549	JUNE 2020	0452.6223		GASOLINE
						COMDATA FUEL			
		24.01	BILL'S SUPERETTE		102549	JUNE 2020	0452.6223		GASOLINE
						COMDATA FUEL			
		27.00	BILL'S SUPERETTE		102549	JUNE 2020	0452.6223		GASOLINE
						COMDATA FUEL			
		50.17	BILL'S SUPERETTE		102549	JUNE 2020	0452.6223		GASOLINE
						COMDATA FUEL			
		42.98	BILL'S SUPERETTE		102549	JUNE 2020	0452.6223		GASOLINE
						COMDATA FUEL			
		38.00	BILL'S SUPERETTE		102549	JUNE 2020	0452.6223		GASOLINE
						COMDATA FUEL			
		78.20	BILL'S SUPERETTE		102549	JUNE 2020	0452.6223		GASOLINE
						COMDATA FUEL			
		38.00	BILL'S SUPERETTE		102549	JUNE 2020	0452.6223		GASOLINE
						COMDATA FUEL			
		44.00	BILL'S SUPERETTE		102549	JUNE 2020	0452.6223		GASOLINE
						COMDATA FUEL			
		46.00	BILL'S SUPERETTE		102549	JUNE 2020	0452.6223		GASOLINE
						COMDATA FUEL			
		61.37	BILL'S SUPERETTE		102549	JUNE 2020	0452.6223		GASOLINE
						COMDATA FUEL			
		48.08	BILL'S SUPERETTE		102549	JUNE 2020	0452.6223		GASOLINE
						COMDATA FUEL			
		53.00	BILL'S SUPERETTE		102549	JUNE 2020	0452.6223		GASOLINE
						COMDATA FUEL			
		52.00	BILL'S SUPERETTE		102549	JUNE 2020	0452.6223		GASOLINE
						COMDATA FUEL			
		24.31	BILL'S SUPERETTE		102549	JUNE 2020	0452.6223		GASOLINE
						COMDATA FUEL			
		71.00	BILL'S SUPERETTE		102549	JUNE 2020	0452.6223		GASOLINE
						COMDATA FUEL			
		35.73	BILL'S SUPERETTE		102549	JUNE 2020	0452.6223		GASOLINE
						COMDATA FUEL			
		63.51	CASEYS GEN STORE 1988		102549	JUNE 2020	0452.6223		GASOLINE
						COMDATA FUEL			
		34.03	CASEYS GEN STORE 1988		102549	JUNE 2020	0311.6223		GASOLINE
						COMDATA FUEL			
		28.93	CASEYS GEN STORE 1988		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		45.46	CASEYS GEN STORE 1988		102549	JUNE 2020	0301.6223		GASOLINE
						COMDATA FUEL			
		38.74	CASEYS GEN STORE 1988		102549	JUNE 2020	0301.6223		GASOLINE
						COMDATA FUEL			
		44.78	CASEYS GEN STORE 1988		102549	JUNE 2020	0301.6223		GASOLINE
						COMDATA FUEL			
		40.31	CASEYS RAMSEY		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		21.96	CASEYS RAMSEY		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			

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99071520	7/15/2020		108768 COMDATA NETWORK INC						Continued.
		25.70	CASEYS RAMSEY		102549	JUNE 2020	0220.6223		GASOLINE
						COMDATA FUEL			
		49.20	CASEYS RAMSEY		102549	JUNE 2020	0452.6223		GASOLINE
						COMDATA FUEL			
		15.61	CASEYS RAMSEY		102549	JUNE 2020	0220.6223		GASOLINE
						COMDATA FUEL			
		13.72	CASEYS RAMSEY		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		14.45	CASEYS RAMSEY		102549	JUNE 2020	0220.6223		GASOLINE
						COMDATA FUEL			
		18.53	CASEYS RAMSEY		102549	JUNE 2020	0220.6223		GASOLINE
						COMDATA FUEL			
		24.95	CASEYS RAMSEY		102549	JUNE 2020	0220.6225		DIESEL FUEL
						COMDATA FUEL			
		12.87	CASEYS RAMSEY		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		22.95	CASEYS RAMSEY		102549	JUNE 2020	0220.6223		GASOLINE
						COMDATA FUEL			
		52.77	CASEYS RAMSEY		102549	JUNE 2020	0311.6223		GASOLINE
						COMDATA FUEL			
		64.84	CASEYS RAMSEY		102549	JUNE 2020	0311.6223		GASOLINE
						COMDATA FUEL			
		20.50	CASEYS RAMSEY		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		50.14	CASEYS RAMSEY		102549	JUNE 2020	0452.6223		GASOLINE
						COMDATA FUEL			
		23.45	CASEYS RAMSEY		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		36.29	CASEYS RAMSEY		102549	JUNE 2020	0220.6225		DIESEL FUEL
						COMDATA FUEL			
		36.58	CASEYS RAMSEY		102549	JUNE 2020	0220.6223		GASOLINE
						COMDATA FUEL			
		36.68	CASEYS RAMSEY		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		40.33	CASEYS RAMSEY		102549	JUNE 2020	0452.6223		GASOLINE
						COMDATA FUEL			
		18.60	CASEYS RAMSEY		102549	JUNE 2020	0220.6223		GASOLINE
						COMDATA FUEL			
		32.01	CASEYS RAMSEY		102549	JUNE 2020	0452.6223		GASOLINE
						COMDATA FUEL			
		29.31	CASEYS RAMSEY		102549	JUNE 2020	0220.6223		GASOLINE
						COMDATA FUEL			
		27.37	CASEYS RAMSEY		102549	JUNE 2020	0220.6223		GASOLINE
						COMDATA FUEL			
		11.28	CASEYS RAMSEY		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		35.33	CASEYS RAMSEY		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		22.63	CASEYS RAMSEY		102549	JUNE 2020	0452.6223		GASOLINE
						COMDATA FUEL			
		32.38	CASEYS RAMSEY		102549	JUNE 2020	0301.6223		GASOLINE
						COMDATA FUEL			
		29.07	CASEYS RAMSEY		102549	JUNE 2020	0301.6223		GASOLINE
						COMDATA FUEL			

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99071520	7/15/2020		108768 COMDATA NETWORK INC						Continued.
		27.01	CASEYS RAMSEY		102549	JUNE 2020	0301.6223		GASOLINE
						COMDATA FUEL			
		26.50	CASEYS RAMSEY		102549	JUNE 2020	0301.6223		GASOLINE
						COMDATA FUEL			
		33.55	CASEYS RAMSEY		102549	JUNE 2020	0301.6223		GASOLINE
						COMDATA FUEL			
		33.22	CASEYS RAMSEY		102549	JUNE 2020	0301.6223		GASOLINE
						COMDATA FUEL			
		31.49	CASEYS RAMSEY		102549	JUNE 2020	0301.6223		GASOLINE
						COMDATA FUEL			
		32.92	CASEYS RAMSEY		102549	JUNE 2020	0311.6223		GASOLINE
						COMDATA FUEL			
		40.37	CASEYS RAMSEY		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		42.30	CASEYS RAMSEY		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		38.10	CASEYS RAMSEY		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		30.61	CASEYS RAMSEY		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		33.80	CASEYS RAMSEY		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		17.31	CASEYS RAMSEY		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		26.00	CASEYS RAMSEY		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		20.86	CASEYS RAMSEY		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		14.28	CASEYS RAMSEY		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		30.71	CASEYS RAMSEY		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		32.55	CASEYS RAMSEY		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		17.14	CASEYS RAMSEY		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		25.42	CASEYS RAMSEY		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		19.47	CASEYS RAMSEY		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		25.07	CASEYS RAMSEY		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		24.55	CASEYS RAMSEY		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		13.10	CASEYS RAMSEY		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		22.09	CASEYS RAMSEY		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		17.77	CASEYS RAMSEY		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		19.48	CASEYS RAMSEY		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		23.22	CASEYS RAMSEY		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			

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99071520	7/15/2020		108768 COMDATA NETWORK INC						Continued.
		19.68	CASEYS RAMSEY		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		20.25	CASEYS RAMSEY		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		20.64	CASEYS RAMSEY		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		48.75	CASEYS RAMSEY		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		37.25	CASEYS RAMSEY		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		18.18	CASEYS RAMSEY		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		19.20	CASEYS RAMSEY		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		17.95	CASEYS RAMSEY		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		24.94	CASEYS RAMSEY		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		19.52	CASEYS RAMSEY		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		26.69	CASEYS RAMSEY		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		21.45	CASEYS RAMSEY		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		32.25	CASEYS RAMSEY		102549	JUNE 2020	0301.6223		GASOLINE
						COMDATA FUEL			
		25.65	CASEYS RAMSEY		102549	JUNE 2020	0240.6223		GASOLINE
						COMDATA FUEL			
		20.35	CASEYS RAMSEY		102549	JUNE 2020	0240.6223		GASOLINE
						COMDATA FUEL			
		21.45	CASEYS RAMSEY		102549	JUNE 2020	0240.6223		GASOLINE
						COMDATA FUEL			
		47.66	CASEYS RAMSEY		102549	JUNE 2020	0301.6223		GASOLINE
						COMDATA FUEL			
		46.87	CASEYS RAMSEY		102549	JUNE 2020	0301.6223		GASOLINE
						COMDATA FUEL			
		14.75	CASEYS RAMSEY		102549	JUNE 2020	0220.6225		DIESEL FUEL
						COMDATA FUEL			
		37.90	CASEYS RAMSEY		102549	JUNE 2020	0220.6223		GASOLINE
						COMDATA FUEL			
		17.96	CASEYS RAMSEY		102549	JUNE 2020	0220.6223		GASOLINE
						COMDATA FUEL			
		51.50	CASEYS RAMSEY		102549	JUNE 2020	0452.6223		GASOLINE
						COMDATA FUEL			
		58.02	CASEYS RAMSEY		102549	JUNE 2020	0452.6223		GASOLINE
						COMDATA FUEL			
		55.92	CASEYS RAMSEY		102549	JUNE 2020	0311.6223		GASOLINE
						COMDATA FUEL			
		49.88	CASEYS RAMSEY		102549	JUNE 2020	0311.6223		GASOLINE
						COMDATA FUEL			
		52.87	CASEYS RAMSEY		102549	JUNE 2020	0311.6223		GASOLINE
						COMDATA FUEL			
		40.64	CASEYS RAMSEY		102549	JUNE 2020	0311.6223		GASOLINE
						COMDATA FUEL			

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99071520	7/15/2020		108768 COMDATA NETWORK INC						Continued.
		55.06	CASEYS RAMSEY		102549	JUNE 2020	0452.6223		GASOLINE
						COMDATA FUEL			
		60.73	CASEYS RAMSEY		102549	JUNE 2020	0452.6223		GASOLINE
						COMDATA FUEL			
		64.18	CASEYS RAMSEY		102549	JUNE 2020	0452.6223		GASOLINE
						COMDATA FUEL			
		16.71	CASEYS RAMSEY		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		22.99	CASEYS RAMSEY		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		22.48	HOLIDAY STATIONS		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		27.41	HOLIDAY STATIONS		102549	JUNE 2020	0220.6225		DIESEL FUEL
						COMDATA FUEL			
		40.58	HOLIDAY STATIONS		102549	JUNE 2020	0311.6223		GASOLINE
						COMDATA FUEL			
		43.54	HOLIDAY STATIONS		102549	JUNE 2020	0311.6223		GASOLINE
						COMDATA FUEL			
		23.52	HOLIDAY STATIONS		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		17.36	HOLIDAY STATIONS		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		19.05	HOLIDAY STATIONS		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		32.32	HOLIDAY STATIONS		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		52.00	HOLIDAY STATIONS		102549	JUNE 2020	0452.6223		GASOLINE
						COMDATA FUEL			
		20.85	HOLIDAY STATIONS		102549	JUNE 2020	0301.6223		GASOLINE
						COMDATA FUEL			
		21.87	HOLIDAY STATIONS		102549	JUNE 2020	0220.6225		DIESEL FUEL
						COMDATA FUEL			
		52.00	HOLIDAY STATIONS		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		23.63	HOLIDAY STATIONS		102549	JUNE 2020	0220.6223		GASOLINE
						COMDATA FUEL			
		14.25	HOLIDAY STATIONS		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		20.01	HOLIDAY STATIONS		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		15.90	HOLIDAY STATIONS		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		12.13	HOLIDAY STATIONS		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		22.00	HOLIDAY STATIONS		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		16.90	HOLIDAY STATIONS		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		27.87	HOLIDAY STATIONS		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		20.00	HOLIDAY STATIONS		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		22.65	HOLIDAY STATIONS		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			

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99071520	7/15/2020		108768 COMDATA NETWORK INC						Continued.
		25.95	HOLIDAY STATIONS		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		23.20	HOLIDAY STATIONS		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		32.71	HOLIDAY STATIONS		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		26.15	HOLIDAY STATIONS		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		18.66	HOLIDAY STATIONS		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		44.36	HOLIDAY STATIONS		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		35.40	HOLIDAY STATIONS		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		10.84	HOLIDAY STATIONS		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		19.25	HOLIDAY STATIONS		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		52.65	HOLIDAY STATIONS		102549	JUNE 2020	0452.6223		GASOLINE
						COMDATA FUEL			
		33.62	HOLIDAY STATIONS		102549	JUNE 2020	0452.6223		GASOLINE
						COMDATA FUEL			
		40.23	HOLIDAY STATIONS		102549	JUNE 2020	0452.6223		GASOLINE
						COMDATA FUEL			
		25.86	HOLIDAY STATIONS		102549	JUNE 2020	0452.6223		GASOLINE
						COMDATA FUEL			
		32.73	HOLIDAY STATIONS		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		35.48	HOLIDAY STATIONS		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		34.60	HOLIDAY STATIONS		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		29.00	HOLIDAY STATIONS		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		24.10	HOLIDAY STATIONS		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		15.15	LITTLE DUKES RAMSEY		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		26.99	LITTLE DUKES RAMSEY		102549	JUNE 2020	0220.6223		GASOLINE
						COMDATA FUEL			
		16.33	LITTLE DUKES RAMSEY		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		25.49	LITTLE DUKES RAMSEY		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		7.70	LITTLE DUKES RAMSEY		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		12.29	LITTLE DUKES RAMSEY		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		11.87	LITTLE DUKES RAMSEY		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		25.95	LITTLE DUKES RAMSEY		102549	JUNE 2020	0220.6225		DIESEL FUEL
						COMDATA FUEL			
		25.35	LITTLE DUKES RAMSEY		102549	JUNE 2020	0220.6225		DIESEL FUEL
						COMDATA FUEL			

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99071520	7/15/2020		108768 COMDATA NETWORK INC						Continued.
		11.09	LITTLE DUKES RAMSEY		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		32.55	LITTLE DUKES RAMSEY		102549	JUNE 2020	0194.6223		GASOLINE
						COMDATA FUEL			
		28.56	LITTLE DUKES RAMSEY		102549	JUNE 2020	0194.6223		GASOLINE
						COMDATA FUEL			
		20.96	LITTLE DUKES RAMSEY		102549	JUNE 2020	0220.6223		GASOLINE
						COMDATA FUEL			
		13.45	LITTLE DUKES RAMSEY		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		13.38	LITTLE DUKES RAMSEY		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		44.51	LITTLE DUKES RAMSEY		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		23.36	LITTLE DUKES RAMSEY		102549	JUNE 2020	0220.6223		GASOLINE
						COMDATA FUEL			
		15.49	LITTLE DUKES RAMSEY		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		20.76	LITTLE DUKES RAMSEY		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		13.03	LITTLE DUKES RAMSEY		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		17.06	LITTLE DUKES RAMSEY		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		14.77	LITTLE DUKES RAMSEY		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		46.90	LITTLE DUKES RAMSEY		102549	JUNE 2020	0220.6225		DIESEL FUEL
						COMDATA FUEL			
		19.32	LITTLE DUKES RAMSEY		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		18.35	LITTLE DUKES RAMSEY		102549	JUNE 2020	0220.6223		GASOLINE
						COMDATA FUEL			
		11.58	LITTLE DUKES RAMSEY		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		25.33	LITTLE DUKES RAMSEY		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		40.23	LITTLE DUKES RAMSEY		102549	JUNE 2020	0220.6225		DIESEL FUEL
						COMDATA FUEL			
		33.68	LITTLE DUKES RAMSEY		102549	JUNE 2020	0220.6223		GASOLINE
						COMDATA FUEL			
		31.40	LITTLE DUKES RAMSEY		102549	JUNE 2020	0220.6225		DIESEL FUEL
						COMDATA FUEL			
		13.90	LITTLE DUKES RAMSEY		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		10.74	LITTLE DUKES RAMSEY		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		13.61	LITTLE DUKES RAMSEY		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		10.94	LITTLE DUKES RAMSEY		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		45.64	LITTLE DUKES RAMSEY		102549	JUNE 2020	0220.6223		GASOLINE
						COMDATA FUEL			
		36.36	LITTLE DUKES RAMSEY		102549	JUNE 2020	0220.6225		DIESEL FUEL
						COMDATA FUEL			

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		23.56	LITTLE DUKES RAMSEY		102549	JUNE 2020	0220.6223		GASOLINE
						COMDATA FUEL			
		16.05	LITTLE DUKES RAMSEY		102549	JUNE 2020	0194.6223		GASOLINE
						COMDATA FUEL			
		14.33	LITTLE DUKES RAMSEY		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		29.99	LITTLE DUKES RAMSEY		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		33.43	LITTLE DUKES RAMSEY		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		19.09	LITTLE DUKES RAMSEY		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		23.26	LITTLE DUKES RAMSEY		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		25.70	LITTLE DUKES RAMSEY		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		34.77	LITTLE DUKES RAMSEY		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		30.98	LITTLE DUKES RAMSEY		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		38.32	LITTLE DUKES RAMSEY		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		18.85	LITTLE DUKES RAMSEY		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		22.76	LITTLE DUKES RAMSEY		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		24.61	LITTLE DUKES RAMSEY		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		19.38	LITTLE DUKES RAMSEY		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		13.47	LITTLE DUKES RAMSEY		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		30.84	LITTLE DUKES RAMSEY		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		30.50	LITTLE DUKES RAMSEY		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		27.22	LITTLE DUKES RAMSEY		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		20.99	LITTLE DUKES RAMSEY		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		17.30	LITTLE DUKES RAMSEY		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		23.72	LITTLE DUKES RAMSEY		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		28.24	LITTLE DUKES RAMSEY		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		20.62	LITTLE DUKES RAMSEY		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		26.66	LITTLE DUKES RAMSEY		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		17.83	LITTLE DUKES RAMSEY		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		19.06	LITTLE DUKES RAMSEY		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			

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99071520	7/15/2020		108768 COMDATA NETWORK INC						Continued.
		32.22	LITTLE DUKES RAMSEY		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		21.62	LITTLE DUKES RAMSEY		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		35.49	LITTLE DUKES RAMSEY		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		19.76	LITTLE DUKES RAMSEY		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		16.85	LITTLE DUKES RAMSEY		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		17.38	LITTLE DUKES RAMSEY		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		10.30	LITTLE DUKES RAMSEY		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		12.16	LITTLE DUKES RAMSEY		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		16.89	LITTLE DUKES RAMSEY		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		13.93	LITTLE DUKES RAMSEY		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		18.27	LITTLE DUKES RAMSEY		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		16.78	LITTLE DUKES RAMSEY		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		13.91	LITTLE DUKES RAMSEY		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		15.90	LITTLE DUKES RAMSEY		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		13.85	LITTLE DUKES RAMSEY		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		15.71	LITTLE DUKES RAMSEY		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		19.85	LITTLE DUKES RAMSEY		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		15.40	LITTLE DUKES RAMSEY		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		14.54	LITTLE DUKES RAMSEY		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		18.63	LITTLE DUKES RAMSEY		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		17.49	LITTLE DUKES RAMSEY		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		21.96	LITTLE DUKES RAMSEY		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		17.74	LITTLE DUKES RAMSEY		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		13.48	LITTLE DUKES RAMSEY		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		26.16	LITTLE DUKES RAMSEY		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		7.04	LITTLE DUKES RAMSEY		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		19.76	LITTLE DUKES RAMSEY		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			

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99071520	7/15/2020		108768 COMDATA NETWORK INC						Continued.
		23.07	LITTLE DUKES RAMSEY		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		19.49	LITTLE DUKES RAMSEY		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		23.70	LITTLE DUKES RAMSEY		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		23.61	LITTLE DUKES RAMSEY		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		30.68	LITTLE DUKES RAMSEY		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		15.21	LITTLE DUKES RAMSEY		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		15.25	LITTLE DUKES RAMSEY		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		28.41	LITTLE DUKES RAMSEY		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		24.25	LITTLE DUKES RAMSEY		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		24.60	LITTLE DUKES RAMSEY		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		18.06	LITTLE DUKES RAMSEY		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		27.88	LITTLE DUKES RAMSEY		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		24.49	LITTLE DUKES RAMSEY		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		30.07	LITTLE DUKES RAMSEY		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		17.87	LITTLE DUKES RAMSEY		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		13.28	LITTLE DUKES RAMSEY		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		31.51	LITTLE DUKES RAMSEY		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		16.32	LITTLE DUKES RAMSEY		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		29.29	LITTLE DUKES RAMSEY		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		27.46	LITTLE DUKES RAMSEY		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		14.27	LITTLE DUKES RAMSEY		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		24.58	LITTLE DUKES RAMSEY		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		23.25	LITTLE DUKES RAMSEY		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		13.67	LITTLE DUKES RAMSEY		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		23.58	LITTLE DUKES RAMSEY		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		25.44	LITTLE DUKES RAMSEY		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		24.64	LITTLE DUKES RAMSEY		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			

CITY OF RAMSEY
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 Council Check Register and Summary

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Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
99071520	7/15/2020		108768 COMDATA NETWORK INC						Continued.
		30.00	LITTLE DUKES RAMSEY		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		27.29	LITTLE DUKES RAMSEY		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		25.01	LITTLE DUKES RAMSEY		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		13.93	LITTLE DUKES RAMSEY		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		10.87	LITTLE DUKES RAMSEY		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		24.91	LITTLE DUKES RAMSEY		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		22.30	LITTLE DUKES RAMSEY		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		20.02	LITTLE DUKES RAMSEY		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		28.76	LITTLE DUKES RAMSEY		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		31.00	LITTLE DUKES RAMSEY		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		29.52	LITTLE DUKES RAMSEY		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		44.74	LITTLE DUKES RAMSEY		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		34.35	LITTLE DUKES RAMSEY		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		40.45	LITTLE DUKES RAMSEY		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		32.70	LITTLE DUKES RAMSEY		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		21.31	LITTLE DUKES RAMSEY		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		18.96	LITTLE DUKES RAMSEY		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		20.79	LITTLE DUKES RAMSEY		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		13.85	LITTLE DUKES RAMSEY		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		21.18	LITTLE DUKES RAMSEY		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		11.09	LITTLE DUKES RAMSEY		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		41.40	LITTLE DUKES RAMSEY		102549	JUNE 2020	0194.6223		GASOLINE
						COMDATA FUEL			
		27.58	LITTLE DUKES RAMSEY		102549	JUNE 2020	0240.6223		GASOLINE
						COMDATA FUEL			
		29.59	LITTLE DUKES RAMSEY		102549	JUNE 2020	0240.6223		GASOLINE
						COMDATA FUEL			
		16.72	LITTLE DUKES RAMSEY		102549	JUNE 2020	0220.6223		GASOLINE
						COMDATA FUEL			
		31.45	LITTLE DUKES RAMSEY		102549	JUNE 2020	0220.6223		GASOLINE
						COMDATA FUEL			
		17.74	LITTLE DUKES RAMSEY		102549	JUNE 2020	0220.6223		GASOLINE
						COMDATA FUEL			

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

7/9/2020 -- 12/31/2020

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
99071520	7/15/2020		108768 COMDATA NETWORK INC						Continued.
		42.59	LITTLE DUKES RAMSEY		102549	JUNE 2020	0220.6223		GASOLINE
						COMDATA FUEL			
		34.19	LITTLE DUKES RAMSEY		102549	JUNE 2020	0220.6223		GASOLINE
						COMDATA FUEL			
		69.09	LITTLE DUKES RAMSEY		102549	JUNE 2020	0311.6223		GASOLINE
						COMDATA FUEL			
		48.94	LITTLE DUKES RAMSEY		102549	JUNE 2020	0311.6223		GASOLINE
						COMDATA FUEL			
		59.15	LITTLE DUKES RAMSEY		102549	JUNE 2020	0311.6223		GASOLINE
						COMDATA FUEL			
		29.86	LITTLE DUKES RAMSEY		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		31.05	LITTLE DUKES RAMSEY		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		20.62	SPEEDWAY 04508		102549	JUNE 2020	0194.6223		GASOLINE
						COMDATA FUEL			
		30.85	SPEEDWAY 04508		102549	JUNE 2020	0211.6223		GASOLINE
						COMDATA FUEL			
		46.75	BILL'S SUPERETTE		102549	JUNE 2020	9601.6223		GASOLINE
						COMDATA FUEL			
		54.25	BILL'S SUPERETTE		102549	JUNE 2020	9601.6223		GASOLINE
						COMDATA FUEL			
		46.15	BILL'S SUPERETTE		102549	JUNE 2020	9601.6223		GASOLINE
						COMDATA FUEL			
		43.50	BILL'S SUPERETTE		102549	JUNE 2020	9601.6223		GASOLINE
						COMDATA FUEL			
		63.72	LITTLE DUKES RAMSEY		102549	JUNE 2020	9601.6223		GASOLINE
						COMDATA FUEL			
		67.92	LITTLE DUKES RAMSEY		102549	JUNE 2020	9601.6223		GASOLINE
						COMDATA FUEL			
		36.82	LITTLE DUKES RAMSEY		102549	JUNE 2020	9601.6223		GASOLINE
						COMDATA FUEL			
		58.66	LITTLE DUKES RAMSEY		102549	JUNE 2020	9601.6223		GASOLINE
						COMDATA FUEL			
		29.18	LITTLE DUKES RAMSEY		102549	JUNE 2020	9601.6223		GASOLINE
						COMDATA FUEL			
		4.62	BILL'S SUPERETTE		102549	JUNE 2020	9602.6223		GASOLINE
						COMDATA FUEL			
		50.21	CASEYS RAMSEY		102549	JUNE 2020	9602.6223		GASOLINE
						COMDATA FUEL			
		50.77	CASEYS RAMSEY		102549	JUNE 2020	9602.6223		GASOLINE
						COMDATA FUEL			
		58.51	CASEYS RAMSEY		102549	JUNE 2020	9602.6223		GASOLINE
						COMDATA FUEL			
		56.91	CASEYS RAMSEY		102549	JUNE 2020	9602.6223		GASOLINE
						COMDATA FUEL			
		48.77	CASEYS RAMSEY		102549	JUNE 2020	9602.6223		GASOLINE
						COMDATA FUEL			
						COMDATA FUEL			
		22,019.83							
99071620	7/16/2020		107885 DEPARTMENT OF LABOR AND INDUSTRY						
		2,295.55	June Bldg Surcharges		102547	06302020	9101.2081		SURCHARGES-PERMITTS
		45.97-	June Bldg Surcharges		102547	06302020	9101.4604		SURCHARGES
		2,249.58							

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Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
99071620	7/16/2020		107885 DEPARTMENT OF LABOR AND INDUSTRY						Continued.
99071720	7/17/2020		100219 HOME DEPOT COMMERCIAL ACCT PROGRAM						
		48.42	JUNE 2020 PURCHASES		102600	062820	0194.6281		SMALL TOOLS & MINOR E
		16.53	JUNE 2020 PURCHASES		102600	062820	0311.6257		OTHER VEHICLE PARTS
		<u>64.95</u>							
99366073	7/10/2020		100223 ICMA RETIREMENT TRUST 457						
		1,918.41			102531	070920903431	9101.2175		DEFERRED COMPENSAT
		<u>1,918.41</u>							
99616251	7/10/2020		114790 GREAT WEST LIFE AND ANNUITY INS CO						
		9,292.01			102534	0709209034312	9101.2175		DEFERRED COMPENSAT
		<u>9,292.01</u>							
99662218	7/10/2020		114790 GREAT WEST LIFE AND ANNUITY INS CO						
		3,304.76			102535	0709209034313	9101.2176		LIFE/HEALTH-EMPLOYEE
		<u>3,304.76</u>							
99669536	7/10/2020		100601 MN DEPT OF REV WH						
		11,420.73			102541	070920903436	9101.2172		STATE WITHHOLDING
		<u>11,420.73</u>							
		<u>226,719.96</u>	Grand Total						

<u>Payment Instrument Totals</u>	
Checks	19,100.91
EFT Payments	162,741.22
A/P ACH Payment	<u>44,877.83</u>
Total Payments	226,719.96

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CITY OF RAMSEY
Create Payment Control Groups

Payment Group Control Number 3067
 Bank Account 999.1010 CASH IN BANK 00002224
 Version LOGIS004V
 Originator JLIPSKI
 Payment Instrument Check Payment
 Pay Through Date 12/31/2020

Payee	Stub	Document	Due	Invoice	Payment
Number	Name / Mailing Address	Ty Number Itm Co	Date	Number	Amount
117651	ACCESS MECHANICAL INC REPAIR RAMP TOWER COOLING	PV 102601 001 09240	7/10/2020	071020-1004	4,034.50
	ACCESS MECHANICAL INC P O BOX 5 CIRCLE PINES MN 55014			Summary Total	4,034.50
				Payment Amount	4,034.50
111377	ANOKA MUNICIPAL UTILITY BUNKER LK BLVD/DYSPOSIUM	PV 102684 001 09101	4/10/2020	22-612000-01 JUNE 2020	41.45
	ANOKA MUNICIPAL UTILITY CITY HALL			Summary Total	41.45
	2015 FIRST AVENUE NO ANOKA MN 55303				
		PV 102685 001 09101	7/10/2020	22-613120-01 JUNE 2020	260.00
				Summary Total	260.00
	14034 DYSPOSIUM ST LT	PV 102686 001 09603	7/10/2020	22-610280-00 JUNE 2020	40.10
				Summary Total	40.10
	RAMSEY STREET LIGHTS	PV 102687 001 09603	7/10/2020	22-990005-01 JUNE 2020	78.80
				Summary Total	78.80
				Payment Amount	420.35
100086	BLUE VELVET INC FIRE DEPT JULY 20- WASHES	PV 102635 001 09101	7/10/2020	071020	149.75
	BLUE VELVET INC 14101 ST FRANCIS BLVD NW RAMSEY MN 55303			Summary Total	149.75
				Payment Amount	149.75
114529	BRUCE JACOBSON LANDSCAPE ARCHITECT CENTER ST 5/1/20-7/10/20	PV 102634 001 09101	7/10/2020	2	4,700.00
	BRUCE JACOBSON LANDSCAPE ARCHITECT 4204 PILLSBURY AVENUE S MINNEAPOLIS MN 55409			Summary Total	4,700.00
				Payment Amount	4,700.00
100096	BRYAN ROCK PRODUCTS INC RED BALL DIAMOND	PV 102567 001 09101	6/30/2020	42212	1,517.43
	BRYAN ROCK PRODUCTS INC PO BOX 215			Summary Total	1,517.43

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 Pay Through Date 12/31/2020

Payee Number	Name / Mailing Address	Stub Message	Document Ty	Number Number	Item Itm	Co	Due Date	Invoice Number	Payment Amount
SHAKOPEE MN 55379									1,517.43
Payment Amount									1,517.43
100306	BUREAU OF CRIMINAL APPREHENSION	CJDN APRIL/JUNE 2020	PV	102568	001	09101	6/30/2020	00000615500	390.00
BUREAU OF CRIMINAL APPREHENSION BUSINESS SHARED SERVICES 1430 MARYLAND AVENUE EAST ST PAUL MN 55106									390.00
Summary Total									390.00
Payment Amount									390.00
110536	CBIZ FINANCIAL SOLUTIONS INC	2ND QTR 2020 ADV SERVICES	PV	102569	001	09101	6/30/2020	5337	49.58
CBIZ FINANCIAL SOLUTIONS INC P O BOX 643792 CINCINNATI OH 45264-3792									49.58
Summary Total									49.58
Payment Amount									49.58
117701	CHURCH OF CASH	DRAW CONCERT 8/6/2020	PV	102603	001	09270	7/14/2020	071420A	1,275.00
CHURCH OF CASH 3302 MANOR DRIVE GOLDEN VALLEY MN 55422									1,275.00
Summary Total									1,275.00
Payment Amount									1,275.00
100111	COMMERCIAL ASPHALT COMPANY	ASPHALT	PV	102573	001	09101	6/30/2020	200630	1,051.46
COMMERCIAL ASPHALT COMPANY P O BOX 1480 MAPLE GROVE MN 55311-6480									1,051.46
Summary Total									1,051.46
Payment Amount									1,051.46
114117	CRAWFORD'S EQUIPMENT INC	MOWER BLADES (18)	PV	102574	001	09101	7/8/2020	01-38100	347.40
CRAWFORD'S EQUIPMENT INC 4898 HIGHWAY 95 NW									347.40
Summary Total									347.40
CAMBRIDGE MN 55008									39.79
		PARTS 606 PULLEY IDLER	PV	102575	001	09101	7/9/2020	01-38147	39.79
Summary Total									39.79
		MOWER MISC PARTS	PV	102576	001	09101	7/7/2020	01-38057	86.06
Summary Total									86.06

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Payee		Stub	Document				Due	Invoice	Payment
Number	Name / Mailing Address	Message	Ty	Number	Itm	Co	Date	Number	Amount
	PO BOX 526	PARKS- TOILETS JUNE/JULY 2020	PV	102641	001	09101	7/7/2020	26779	588.00
	ELK RIVER MN 55330								Summary Total 588.00
									Payment Amount 843.00
100143	FERGUSON WATERWORKS # 2516	METER PARTS-CENTRAL PARK	PV	102614	001	09101	6/25/2020	0456371	549.84
	FERGUSON WATERWORKS 2516 P O BOX 802817 CHICAGO IL 60680-2817								Summary Total 549.84
									Payment Amount 549.84
110388	FRATTALLONE'S ACE HARDWARE STORES	MISC SUPPLIES	PV	102642	001	09101	7/10/2020	039598/J	20.53
	FRATTALLONE'S ACE HARDWARE STORES 1203 COUNTY ROAD E WEST ARDEN HILLS MN 55112-3738								Summary Total 20.53
									Payment Amount 20.53
114103	GILLUND ENTERPRISES	RUST PENETRANT	PV	102667	001	09101	7/20/2020	872292	211.16
	GILLUND ENTERPRISES 14760 MARTIN DRIVE EDEN PRAIRIE MN 55344								Summary Total 211.16
									Payment Amount 211.16
106324	INSPECTRON INC	JUNE 2020 SERVICES	PV	102618	001	09101	7/7/2020	070720	9,350.00
	INSPECTRON INC CODE COMPLIANCE INSPECTIONS 15120 CHIPPENDALE AVE SUITE 202 ROSEMOUNT MN 55068								Summary Total 9,350.00
									Payment Amount 9,350.00
100256	LANO EQUIPMENT INC	RENTAL- WACKER RAMMER	PV	102643	001	09605	7/7/2020	02-764588	95.00
	LANO EQUIPMENT INC 6140 HIGHWAY 10 NW ANOKA MN 55303	V BELT	PV	102644	001	09101	7/13/2020	02-765759	Summary Total 95.00
									28.05
									Summary Total 28.05
									Payment Amount 123.05

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CITY OF RAMSEY
Create Payment Control Groups

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 Version LOGIS004V
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 Pay Through Date 12/31/2020

Payee		Stub	Document				Due	Invoice	Payment
Number	Name / Mailing Address	Message	Ty	Number	Itm	Co	Date	Number	Amount
100259	LEAGUE OF MN CITIES INS TRUST	RE: J. BONINE	PV	102581	001	09702	7/1/2020	16153	2,044.92
	LEAGUE OF MN CITIES INS TRUST C/O BERKLEY RISK SERVICES INC P O BOX 581517 MINNEAPOLIS MN 55458-1517								Summary Total 2,044.92
									Payment Amount 2,044.92
		RE: M. KOHNER	PV	102582	001	09702	7/1/2020	16065/16088	2,863.39
									Summary Total 2,863.39
									Payment Amount 2,863.39
100268	LRRWMO CITY OF ANOKA	2020 CITY ASSESSMENT	PV	102668	001	09605	7/16/2020	457	23,511.00
	LRRWMO CITY OF ANOKA 2015 - 1ST AVENUE NORTH ANOKA MN 55303								Summary Total 23,511.00
									Payment Amount 23,511.00
100270	MACQUEEN EQUIPMENT INC	CREDIT- RETURN CUTTING EDGES	PD	102690	001	09101	7/28/2020	P26979	344.48-
	MACQUEEN EQUIPMENT INC 1125 7TH STREET EAST ST PAUL MN 55106								Summary Total 344.48-
		MISC PARTS	PV	102691	001	09605	7/21/2020	P28826	777.10
									Summary Total 777.10
		SCRAPER/BELTS	PV	102692	001	09605	7/16/2020	P28761	1,483.25
									Summary Total 1,483.25
		IGNITER	PV	102693	001	09101	7/7/2020	P28533	247.96
									Summary Total 247.96
		DOOR SEALS	PV	102694	001	09605	5/6/2020	P27358	32.06
									Summary Total 32.06
									Payment Amount 2,195.89
100293	MIDC ENTERPRISES	MISC PARTS	PV	102583	001	09101	7/9/2020	I0045706	460.76
	MIDC ENTERPRISES 1450 WEST COUNTY ROAD C								Summary Total 460.76
		MISC PARTS	PV	102584	001	09101	7/1/2020	I0045648	2,387.47

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CITY OF RAMSEY
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 Payment Instrument Check Payment
 Pay Through Date 12/31/2020

Payee Number	Name / Mailing Address	Stub Message	Document Ty	Number	Item	Co	Due Date	Invoice Number	Payment Amount
	ROSEVILLE MN 55113								2,387.47
									2,848.23
112858	MIDWAY FORD	613 2020 FORD F250	PV	102631	001	09101	6/30/2020	126509	29,922.80
	MIDWAY FORD	613 2020 FORD F250	PV	102631	002	09101	6/30/2020	126509	3,650.00
	2777 NORTH SNELLING AVENUE								33,572.80
	ROSEVILLE MN 55113								33,572.80
105625	MINNESOTA	RENEWAL DUES	PV	102683	001	09101	3/10/2020	P20-1027	620.00
	TRANSPORTATION ALLIANCE	6/2020-5/2021							
	MINNESOTA TRANSPORTATION ALLIANCE								620.00
	525 PARK STREET, SUITE 240								
	ST PAUL MN 55103-2106								620.00
100345	NAPA AUTO PARTS ELK RIVER	FUEL FILTER 644	PV	102586	001	09101	7/8/2020	069948	16.44
	NAPA AUTO PARTS ELK RIVER								16.44
	17137 YALE STREET NW	AIR FILTERS 679	PV	102646	001	09101	7/10/2020	070198	36.86
	P O BOX 1041								36.86
	ELK RIVER MN 55330	RELAY	PV	102647	001	09101	7/10/2020	070197	17.49
									17.49
		BATTERY FOR 644	PV	102671	001	09101	7/17/2020	071289	350.97
									350.97
		THRD ROD FOR 644	PV	102672	001	09101	7/17/2020	071293	3.29
									3.29
		BATTERY CORE DEP	PD	102673	001	09101	7/17/2020	071334	81.00-
									81.00-
		BOXED MINIATURES	PV	102674	001	09101	7/16/2020	071075	10.32
									10.32
		BOXED MINIATURES	PV	102675	001	09101	7/16/2020	071103	12.90
									12.90
									367.27
100360	NORTH STAR TOWING INC	TOW FOR PD	PV	102587	001	09101	6/2/2020	72940	115.00

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CITY OF RAMSEY
Create Payment Control Groups

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Payee Number	Name / Mailing Address	Stub Message	Document Ty Number Itm Co	Due Date	Invoice Number	Payment Amount
	NORTH STAR TOWNG INC 833 NORTH STREET ANOKA MN 55303		Summary Total			115.00
			Payment Amount			115.00
100384	PLAISTED COMPANIES INC	BLACK DIRT	PV 102592 001 09101	7/1/2020	38392	623.75
	PLAISTED COMPANIES INC PO BOX 332 11555 - 205TH AVENUE NW ELK RIVER MN 55330		Summary Total			623.75
			Payment Amount			623.75
111368	POLLARDWATER	METER PARTS	PV 102623 001 09602	6/22/2020	0169408	237.56
	POLLARDWATER P O BOX 417592 BOSTON MA 02241-7592		Summary Total			237.56
			Payment Amount			237.56
100393	PRAIRIE RESTORATIONS INC	RE: BROOKFIELD PARK	PV 102676 001 09101	7/16/2020	24306	247.75
	PRAIRIE RESTORATIONS INC 31646 128TH STREET PRINCETON MN 55371	RE: RIVERS BEND PARK	PV 102677 001 09101	7/16/2020	24295	562.39
		RE: CENTRAL PARK	PV 102678 001 09101	7/16/2020	24300	312.00
		RE: THE DRAW	PV 102679 001 09101	7/16/2020	24292	566.41
		RE: ALPINE PARK	PV 102680 001 09101	7/16/2020	24298	405.66
		RE: MONARCH TRAIL	PV 102681 001 09101	7/17/2020	24336	1,402.50
		RE: SUNFISH LK PRK	PV 102682 001 09101	7/16/2020	24311	614.38
			Summary Total			4,111.09
			Payment Amount			4,111.09
115671	RCM EQUIPMENT COMPANY LLC	RENT JULY RP006 UNIT/ EMT	PV 102648 001 09101	7/6/2020	3904	9,875.00

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CITY OF RAMSEY
Create Payment Control Groups

Payment Group Control Number 3067
 Bank Account 999.1010 CASH IN BANK 00002224
 Version LOGIS004V
 Originator JLIPSKI
 Payment Instrument Check Payment
 Pay Through Date 12/31/2020

Payee	Stub	Document	Due	Invoice	Payment				
Number	Name / Mailing Address	Message	Ty	Number	Item	Co	Date	Number	Amount
RCM EQUIPMENT COMPANY LLC 12090 MARGO AVE SO SUITE B HASTINGS MN 55033					Summary Total				9,875.00
					Payment Amount				9,875.00
114163	RCM SPECIALTIES INC	EMULSION	PV	102654	001	09101	7/10/2020	7591	4,058.80
RCM SPECIALTIES INC 12090 MARGO AVENUE SOUTH SUITE B HASTINGS MN 55033					Summary Total				4,058.80
		PATCHING MATERIAL	PV	102696	001	09101	7/13/2020	7597	2,824.92
					Summary Total				2,824.92
		PATCHING MATERIAL	PV	102697	001	09101	7/17/2020	7602	4,662.63
					Summary Total				4,662.63
					Payment Amount				11,546.35
100421	REGAL AWARDS AND TROPHIES	PICTURES (10)	PV	102593	001	09101	7/1/2020	20154	550.00
REGAL AWARDS AND TROPHIES 530 WEST MAIN STREET ANOKA MN 55303					Summary Total				550.00
		PLAQUES- FLAG PROJECT	PV	102698	001	09101	7/10/2020	20158	605.00
					Summary Total				605.00
		PLAQUES- FLAG PROJECT	PV	102699	001	09101	7/13/2020	20159	20.00
		PLAQUES- FLAG PROJECT	PV	102699	002	09101	7/13/2020	20159	25.00
					Summary Total				45.00
					Payment Amount				1,200.00
108769	SUN CONTROL OF MINNESOTA	WINDOW FILM INSTALLED	PV	102597	001	09101	7/2/2020	31733	3,768.00
SUN CONTROL OF MINNESOTA 2425 RICE STREET ST PAUL MN 55113					Summary Total				3,768.00
					Payment Amount				3,768.00
115260	SYSAID TECHNOLOGIES LTD	RENEW- CLOUD/ADMIN	PV	102598	001	09101	7/8/2020	OP-0642865	1,825.00
SYSAID TECHNOLOGIES LTD BENEFICIARY: SYSAID TECH LTD P O BOX 841922					Summary Total				1,825.00

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Payee	Stub	Document	Due	Invoice	Payment	
Number	Name / Mailing Address	Message	Ty Number Itm Co	Date	Number	Amount
BOSTON MA 02284-1922						
Payment Amount					1,825.00	
117483	TAFT STETTINIUS AND HOLLISTER LLP	GEN BONDS SERIES 2011A	PV 102625 001 09437	6/30/2020	3547229	500.00
TAFT STETTINIUS AND HOLLISTER LLP P O BOX 64591 ST PAUL MN 55164-0591					Summary Total	500.00
Payment Amount					500.00	
108522	TOTAL CONTROL SYSTEMS, INC	WORK AT WELL HOUSE 1	PV 102627 001 09601	6/30/2020	9392	497.43
TOTAL CONTROL SYSTEMS, INC P O BOX 40 STANCHFIELD MN 55080					Summary Total	497.43
Payment Amount					497.43	
115935	UNITED STATES GEOLOGICAL SURVEY	STEAMGAGE-MISS.RIVER /CHAMPLIN	PV 102703 001 09605	7/9/2020	90825956	2,081.00
UNITED STATES GEOLOGICAL SURVEY PO BOX 6200-27 PORTLAND OR 97228-6200					Summary Total	2,081.00
Payment Amount					2,081.00	
Total Amount to be Processed					157,754.36	
Total Number of Payments to be Processed					39	

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 Pay Through Date 12/31/2020

Payee		Stub	Document			Due	Invoice	Payment
Number	Name / Mailing Address	Message	Ty	Number	Itm	Co	Number	Amount
	WAUKESHA WI 53188							
							Payment Amount	72.50
116197	CINTAS CORPORATION	FIRE DEPT- MATS	PV	102570	001	09101	7/1/2020 4054742075	16.56
	CINTAS CORPORATION						Summary Total	16.56
	CINTAS LOC #4K	UNIFORM CLEANING	PV	102636	001	09101	7/8/2020 4055305537	28.00
	P O BOX 650838	UNIFORM CLEANING	PV	102636	002	09101	7/8/2020 4055305537	4.00
	DALLAS TX 75265-0838	UNIFORM CLEANING	PV	102636	003	09101	7/8/2020 4055305537	22.61
		UNIFORM CLEANING	PV	102636	004	09101	7/8/2020 4055305537	22.62
							Summary Total	77.23
		UNIFORM CLEANING	PV	102688	001	09101	7/15/2020 4055972877	28.00
		UNIFORM CLEANING	PV	102688	002	09101	7/15/2020 4055972877	4.00
		UNIFORM CLEANING	PV	102688	003	09101	7/15/2020 4055972877	26.78
		UNIFORM CLEANING	PV	102688	004	09101	7/15/2020 4055972877	26.79
							Summary Total	85.57
							Payment Amount	179.36
115896	CIVICPLUS INC	ANNUAL RENEWAL 8/20-8/21	PV	102571	001	09101	8/10/2020 201359	6,930.00
	CIVIC PLUS						Summary Total	6,930.00
	P O BOX 1572	RENEW HOST/SUPPORT 20-21	PV	102572	001	09101	8/10/2020 201358	7,441.88
	MANHATTAN KS 66505						Summary Total	7,441.88
							Payment Amount	14,371.88
100120	CONTINENTAL RESEARCH CORP	MISTER FRESH	PV	102604	001	09101	7/7/2020 0016101	212.00
	CONTINENTAL RESEARCH CORP						Summary Total	212.00
	PO BOX 15204							
	ST LOUIS MO 63110							
							Payment Amount	212.00
100144	DEHN OIL COMPANY	MISC SHOP SUPPLIES	PV	102638	001	09101	7/13/2020 25156782	157.86
	DEHN OIL COMPANY						Summary Total	157.86
	6735 141ST AVENUE NW	DIESEL	PV	102689	001	09101	7/15/2020 77575	1,781.25
	RAMSEY MN 55303						Summary Total	1,781.25
							Payment Amount	1,939.11

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CITY OF RAMSEY
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Payee		Stub	Document				Due	Invoice	Payment
Number	Name / Mailing Address	Message	Ty	Number	Itm	Co	Date	Number	Amount
101185	DO ALL PRINTING COM INC	FOR SALE SIGNS	PV	102605	001	09230	7/6/2020	48060	219.00
	DO ALL PRINTING COM INC			Summary Total					219.00
	6360 HIGHWAY 10 NW								
	RAMSEY MN 55303								
				Payment Amount					219.00
100158	ECM PUBLISHERS INC	PROJECT 20-112	PV	102606	001	09101	6/26/2020	782438	112.88
	ECM PUBLISHERS INC			Summary Total					112.88
	4095 COON RAPIDS BLVD	PH- CENTERPOINT	PV	102607	001	09101	7/3/2020	783514	129.00
	COON RAPIDS MN 55433	ENERGY		Summary Total					129.00
		CONNEXUS ENERGY PH	PV	102608	001	09101	7/3/2020	783515	129.00
				Summary Total					129.00
		ELECTRIC FEE PH	PV	102609	001	09101	7/3/2020	783516	129.00
				Summary Total					129.00
		BIDS- TRAIL OVERLAY	PV	102640	001	09101	7/3/2020	783517	129.00
				Summary Total					129.00
		ELECTION FILING	PV	102666	001	09101	7/10/2020	784629	32.25
		NOTICES		Summary Total					32.25
				Payment Amount					661.13
114680	ELECTRICAL PRODUCTION SERVICES INC	AV INSTALL PD/LK ITASCA	PV	102613	001	09234	6/29/2020	5795	1,654.00
	ELECTRICAL PRODUCTION SERVICES INC			Summary Total					1,654.00
	2431 GALPIN COURT SUITE 140								
	CHANHASSEN MN 55317								
				Payment Amount					1,654.00
113991	EMERGENCY RESPONSE SOLUTIONS	8 FACESHIELDS	PV	102579	001	09101	7/2/2020	15591	1,786.05
	EMERGENCY RESPONSE SOLUTIONS			Summary Total					1,786.05
	4817 VIKING BLVD SUITE 102								
	EAST BETHEL MN 55092								
				Payment Amount					1,786.05
113321	FACTORY MOTOR PARTS CO	OIL FILTERS	PV	102580	001	09101	7/8/2020	6-1567848	31.36

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Payee	Stub	Document	Due	Invoice	Payment				
Number	Name / Mailing Address	Message	Ty	Number	Itm	Co	Date	Number	Amount
	FACTORY MOTOR PARTS CO BIN 139107 P O BOX 9107 MINNEAPOLIS MN 55480-9107								
								Summary Total	31.36
								Payment Amount	31.36
100200	GOPHER STATE ONE CALL INC GOPHER STATE ONE CALL 7223 PARKWAY DRIVE SUITE 210 HANOVER MD 21076-1317	312 TICKETS	PV	102615	001	09601	6/30/2020	0060687	140.40
								Summary Total	421.20
								Payment Amount	421.20
100211	HAWKINS INC HAWKINS INC P O BOX 860263 MINNEAPOLIS MN 55486-0263	CHEMICALS	PV	102616	001	09601	6/25/2020	4742816	3,925.23
								Summary Total	3,925.23
								Summary Total	5,085.86
								Payment Amount	9,011.09
100273	MALLOY MONTAGUE KARNOWSKI RADOSEVIC MALLOY MONTAGUE KARNOWSKI RADOSEVIC 410 PARK NATIONAL BANK BLDG 5353 WAYZATA BLVD MINNEAPOLIS MN 55416	2019 COMPLETED AUDIT	PV	102620	001	09101	7/9/2020	48538	875.00
								Summary Total	875.00
								Summary Total	4,050.00
								Payment Amount	4,925.00
113658	MARCO MARCO NW 7128 PO BOX 1450 MINNEAPOLIS MN 55485-7128	JULY 2020 SERVICE	PV	102619	001	09101	7/1/2020	INV7731509	60.00
								Summary Total	60.00
								Payment Amount	60.00
100284	MENARDS ELK RIVER MENARDS ELK RIVER	MISC SUPPLIES	PV	102622	001	09101	7/8/2020	13737	118.13
								Summary Total	118.13

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Payee Number	Name / Mailing Address	Stub Message	Document Ty	Number Number	Itm	Co	Due Date	Invoice Number	Payment Amount
19521	EVANS STREET NW ELK RIVER MN 55330-1077	MISC SUPPLIES	PV	102645	001	09101	7/4/2020	13505	23.98
									Summary Total 23.98
									Payment Amount 142.11
100341	MTI DISTRIBUTING INC MTI DISTRIBUTING INC SDS 12-1900 P O BOX 86 MINNEAPOLIS MN 55486-1900	PIVOT SHAFT MISC PARTS	PV	102669	001	09101	7/15/2020	1267640-00	76.13
									Summary Total 76.13
			PV	102670	001	09101	7/16/2020	1267965-00	372.08
									Summary Total 372.08
									Payment Amount 448.21
100363	NORTHERN SANITARY SUPPLY CO NORTHERN SANITARY SUPPLY CO 341 COON RAPIDS BLVD MINNEAPOLIS MN 55433	MISC SUPPLIES	PV	102588	001	09101	7/1/2020	199157	294.68
									Summary Total 294.68
									Payment Amount 294.68
115232	NORTHERN TECHNOLOGIES LLC NORTHERN TECHNOLOGIES LLC 3522 4TH AVENUE S FARGO ND 58103	RIVERWALK VILLAGE MAY/JUNE 20 RIVERSTONE 4TH MAY/JUNE 20	PV	102589	001	09804	6/20/2020	35346	970.00
									Summary Total 970.00
			PV	102590	001	09804	6/20/2020	35345	5,410.00
									Summary Total 5,410.00
									Payment Amount 6,380.00
115071	NORTHLAND OCCUPATIONAL HEALTH NORTHLAND OCCUPATIONAL HEALTH 7533 SUNWOOD DRIVE NW SUITE 212 RAMSEY MN 55303	DOT DRUG TESTS	PV	102702	001	09101	7/21/2020	7308	150.00
									Summary Total 150.00
									Payment Amount 150.00
117474	OERTEL ARCHITECTS LTD OERTEL ARCHITECTS LTD 1795 ST CLAIR AVENUE ST PAUL MN 55105	RE: RAMSEY PUBLIC WORKS	PV	102695	001	09412	7/10/2020	4	116,950.72
									Summary Total 116,950.72

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Payee	Stub	Document	Due	Invoice	Payment
Number	Name / Mailing Address	Ty Number Itm Co	Date	Number	Amount
Payment Amount					116,950.72
114134	PHASOR ELECTRIC COMPANY REPAIR STREET LIGHT/SUNFISH	PV 102591 001 09101	7/2/2020	047650	321.00
Summary Total					321.00
Payment Amount					321.00
111488	POPP.COM INC POPP.COM INC 620 MENDELSSOHN AVE NO SUITE 101 GOLDEN VALLEY MN 55427	PV 102630 001 09101	6/30/2020	992623335	85.31
		PV 102630 002 09101	6/30/2020	992623335	37.92
		PV 102630 003 09101	6/30/2020	992623335	47.40
		PV 102630 004 09101	6/30/2020	992623335	180.11
		PV 102630 005 09101	6/30/2020	992623335	28.44
		PV 102630 006 09101	6/30/2020	992623335	109.01
		PV 102630 007 09101	6/30/2020	992623335	42.65
		PV 102630 008 09101	6/30/2020	992623335	109.32
		PV 102630 009 09101	6/30/2020	992623335	87.21
		PV 102630 010 09101	6/30/2020	992623335	108.99
		PV 102630 011 09101	6/30/2020	992623335	58.14
Summary Total					894.50
Payment Amount					894.50
117285	RUM RIVER CONSTRUCTION CONSULTANTS JUNE 2020 BUILDING INSPECT	PV 102650 001 09101	7/5/2020	278	7,106.25
Summary Total					7,106.25
Payment Amount					7,106.25
115381	RUMRIVER ART CENTER JUNE 2020 ART CLASEES	PV 102594 001 09101	6/29/2020	1212530	265.00
Summary Total					265.00
Payment Amount					265.00
100431	SAFETY KLEEN RECYCLE PARTS WASHER	PV 102700 001 09101	7/7/2020	CN11148782	110.97

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Payee	Stub	Document	Due	Invoice	Payment	
Number	Name / Mailing Address	Message	Ty Number Itm Co	Date	Number	Amount
	CORPORATION	FLUID				
	SAFETY KLEEN CORPORATION				Summary Total	110.97
	PO BOX 975201					
	DALLAS TX 75397-5201				Payment Amount	110.97
100469	STREICHER'S POLICE	PD MISC SUPPLIES	PV 102596 001 09101	7/6/2020	11439203	272.45
	EQUIPMENT					
	STREICHER'S POLICE EQUIPMENT				Summary Total	272.45
	10911 WEST HWY 55					
	MINNEAPOLIS MN 55441				Payment Amount	272.45
110313	SUMMIT COMPANIES	RECHARGE EXT.	PV 102595 001 09101	6/30/2020	1532128	94.30
	SUMMIT COMPANIES				Summary Total	94.30
	P O BOX 6205					
	CAROL STREAM IL 60197-6205				Payment Amount	94.30
100485	TIMESAVER OFF SITE	JUNE 2020 MEETINGS	PV 102626 001 09101	6/30/2020	M25735	1,600.25
	SECRETARIAL INC					
	TIMESAVER OFF SITE SECRETARIAL INC				Summary Total	1,600.25
	5291 RIVER OAK DRIVE	JUNE/JULY 2020	PV 102653 001 09101	7/14/2020	M25773	331.50
	SAVAGE MN 55378	MEETING			Summary Total	331.50
					Payment Amount	1,931.75
112079	TOKLE INSPECTIONS INC	JUNE 2020	PV 102652 001 09101	7/15/2020	071520	6,177.75
		INSPECTIONS				
	TOKLE INSPECTIONS INC				Summary Total	6,177.75
	1748 123RD AVENUE NW					
	COON RAPIDS MN 55448				Payment Amount	6,177.75
106351	WATER LABORATORIES, INC	JUNE 2020 WATER	PV 102629 001 09601	7/1/2020	8061	615.00
		TESTS				
	WATER LABORATORIES, INC				Summary Total	615.00
	333 EAST MAIN STREET					
	PO BOX 388					

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Payee Number Name / Mailing Address	Stub Message	Document Ty Number Itm Co	Due Date	Invoice Number	Payment Amount
ELK RIVER MN 55330					615.00
Payment Amount					615.00
100539 WRIGHT TIRE SERVICE INC	1 TIRE FOR 677	PV 102599 001 09101	7/9/2020	80909	71.57
WRIGHT TIRE SERVICE INC 710 WEST MAIN STREET ANOKA MN 55303					71.57
Summary Total					71.57
Payment Amount					71.57
112515 WSB AND ASSOCIATES INC	GEN PLANNING MAY 2020	PV 102628 001 09804	6/29/2020	R-015204-000-5	505.75
WSB AND ASSOCIATES INC	GEN PLANNING MAY 2020	PV 102628 002 09804	6/29/2020	R-015204-000-5	327.25
701 XENIA AVENUE SOUTH SUITE 300 MINNEAPOLIS MN 55416	GEN PLANNING MAY 2020	PV 102628 003 09804	6/29/2020	R-015204-000-5	365.00
	GEN PLANNING MAY 2020	PV 102628 004 09804	6/29/2020	R-015204-000-5	73.00
	GEN PLANNING MAY 2020	PV 102628 005 09804	6/29/2020	R-015204-000-5	895.25
	GEN PLANNING MAY 2020	PV 102628 006 09804	6/29/2020	R-015204-000-5	801.00
	GEN PLANNING MAY 2020	PV 102628 007 09804	6/29/2020	R-015204-000-5	3,153.50
Summary Total					6,120.75
Payment Amount					6,120.75
Total Amount to be Processed					194,532.59
Total Number of Payments to be Processed					36

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #20-152

RESOLUTION APPROVING CASH DISBURSEMENTS MADE AND AUTHORIZING PAYMENT OF ACCOUNTS PAYABLE INVOICING RECEIVED DURING THE PERIOD OF JULY 9, 2020 THROUGH JULY 22, 2020

WHEREAS, the City of Ramsey Finance Department has made cash disbursements and received accounts payable invoicing during the period of July 9, 2020, through July 22, 2020, in the amount of \$ 759,729.64 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 July 9, 2020, through July 22, 2020, in the amount of \$ 759,729.64.

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 28th day of July, 2020.

Mayor

ATTEST:

City Clerk

Meeting Date: 07/28/2020

By: Brian McCann, Community
Development

Information

Title

Adopt Resolution #20-155 Approving Abatement of 14760 Bowers Drive NW (Case of Sandra Dickson)

Purpose/Background:

Planning is seeking authorization to abate the items inside of the gazebo at 14760 Bowers Dr NW. The gazebo is being utilized as a storage unit which is not allowed. A court order has also been issued stating that the gazebo may not be used to store items.

The home also has incomplete siding which will need finishing. Planning is also seeking authorization to hire a siding contractor to complete the work at the expense of the property owner. The City will front the costs of the abatement and assess the costs back to the Property.

Notification:

No notification is required.

Observations/Alternatives:

Summary:

- There have been at least 22 code enforcement cases on the Subject Property since 2008 with multiple violations per case
- Complaint was received about the property on May 5, 2020 regarding incomplete siding of the home and junk
- A first notice of violation for incomplete siding was sent on May 13, 2020
- A second notice of violation for incomplete siding was sent on May 27, 2020
- Inspection conducted on June 11, 2020 with Senior Planner, Deputy City Administrator, and Building Official which showed various public nuisance items that remained on the property, as well as many areas of inadequate siding on the principal structure
- A third notice of violation and abatement notice for public nuisance items and incomplete siding was sent with an administrative citation of \$250 on June 16, 2020 after the inspection.
- An abatement for junk items was scheduled for July 14, 2020 and rescheduled for July 16, 2020 due to inclement weather, and when Staff arrived on July 16, 2020 exterior junk was removed but the gazebo remained full of items and garbage and the exterior of the home was still not in compliance with Code.

Funding Source:

Staff handles all Code Enforcement cases as part of their regular duties.

Recommendation:

Staff recommends an abatement of the items inside the gazebo, a full inspection of the gazebo after removal of the items, and hiring a contractor to complete exterior work on the home, including but not limited to siding and windows. The cost of the work will be assessed to the Property Taxes for the Subject Property.

Action:

Attachments

First Notice

Abatement Notice

Rescheduled Abatement Notice

Resolution #20-155

Form Review

Inbox

Tim Gladhill

Kurt Ulrich

Form Started By: Brian McCann

Final Approval Date: 07/23/2020

Reviewed By

Tim Gladhill

Kurt Ulrich

Date

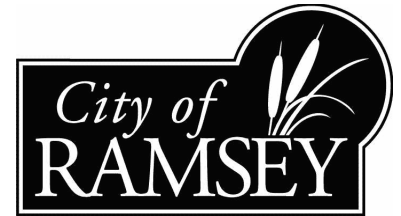
07/23/2020 08:17 AM

07/23/2020 01:52 PM

Started On: 07/17/2020 08:29 AM

STATE OF MINNESOTA
COUNTY OF ANOKA

CITY OF RAMSEY
Code Enforcement Unit



May 6th, 2020

Sandra Dickson
or Current Homeowner
14760 Bowers Drive NW
Ramsey MN 55303

-1ST NOTICE OF VIOLATION -

RE: Building Violations on Anoka County PID # 30-32-25-11-0010 (14760 Bowers Drive NW)

Dear Property Owner:

The City of Ramsey has adopted ordinances that are designed to keep the community safe, healthy and attractive. A recent inspection of the above premises revealed the following violations of the Ramsey City Code as listed below:

- City Code Section 105-24: Permits, inspections and fees
 - (b) *Exterior Completion*: The exterior finish on all residential, commercial, and institutional structures and their accessory buildings shall be completed within one year of the date the building permit is issued. Refinishing of existing buildings shall be completed within one year of the start of the work. Tar paper, unfinished plywood, fiberboard insulation, foam insulation, brown coat or scratch coat of stucco, plastic sheeting and other similar materials not designed to be an exterior finish shall not be considered an acceptable exterior finish. The building official may grant a 90-day extension if there is an unusual hardship, such as bad weather. Further time extensions must be approved by the city council.

You have **14 days** from the date of this letter to address the following (or you will receive an administrative citation of \$75):

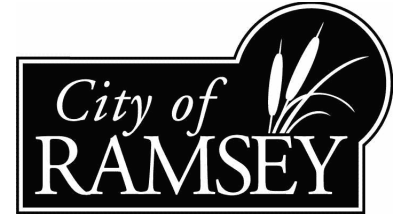
- **Accessory Uses and Buildings**
 - **Schedule an inspection with City Staff to inspect incomplete siding.**

You may request a hearing before a Hearing Examiner regarding these violations. Your request must be filed in writing addressed to the Chief of Police within fourteen (14) days from the date you receive this notice and your request **MUST** identify with specificity the basis for your objection to the interpretation of the Code and the Notice of Violation for requesting the hearing. A \$250 filing fee must also accompany your hearing request. The Police Chief's name and address is as follows:

City of Ramsey • 7550 Sunwood Dr NW • Ramsey, MN 55303
City Hall (763) 427-1410 • Police Administration (763) 427-6812

STATE OF MINNESOTA
COUNTY OF ANOKA

CITY OF RAMSEY
Code Enforcement Unit



Jeff Katers, Chief of Police
Ramsey Police Department
7550 Sunwood Drive NW
Ramsey, MN 55303

If you fail to correct the violations and come into compliance with the City Code or request a hearing within the fourteen (14) day period, you may be subject to an administrative fine AND the City will come onto the Property and correct (abate) the violations, and assess the costs of abatement along with any penalties and interest incurred. Those costs will be certified to the county auditor and will be collected along with current taxes the following year or in annual installments not exceeding ten as the City Council may determine. The assessments will remain a perpetual lien on the Property until paid in full.

You are further notified that any item removed from the Property by the City will be held for 15 days prior to disposal. Within said 15 days you may reclaim the items held by the City after paying all fees incurred by the City associated with the abatement. If you do not contact the City within 15 days to reclaim the items, all items will be disposed of and sold. Any abated items that are reclaimed and returned to the Property owner that are found to be in violation of the City Code's nuisance provisions shall be abated immediately by the City.

Please contact me at (763) 576-4314 to schedule a follow up inspection after the violations are corrected (to ensure you are not assessed any charges) or to answer any questions you may have. Staff would like to inspect the property as soon as we are able.

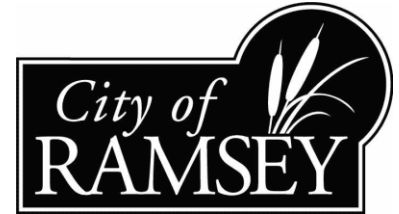
Sincerely,

A handwritten signature in black ink, appearing to read "Brian McCann", is written over a light blue horizontal line.

Brian McCann, Planning Technician
(763) 576-4314 | bmccann@cityoframsey.com
Ramsey Planning Department

STATE OF MINNESOTA
COUNTY OF ANOKA

CITY OF RAMSEY
Code Enforcement Unit



June 16th, 2020

Sandra Dickson
or Current Homeowner
14760 Bowers Drive NW
Ramsey MN 55303

-NOTICE OF ABATEMENT -

RE: Building Violations on Anoka County PID # 30-32-25-11-0010 (14760 Bowers Drive NW)

Dear Property Owner:

The City of Ramsey has adopted ordinances that are designed to keep the community safe, healthy and attractive. A recent inspection of the above premises revealed the following violations of the Ramsey City Code as listed below:

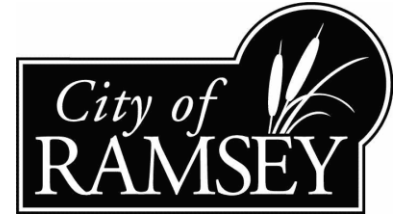
- City Code Section 105-24: Permits, inspections and fees
 - (b) *Exterior Completion*: The exterior finish on all residential, commercial, and institutional structures and their accessory buildings shall be completed within one year of the date the building permit is issued. Refinishing of existing buildings shall be completed within one year of the start of the work. Tar paper, unfinished plywood, fiberboard insulation, foam insulation, brown coat or scratch coat of stucco, plastic sheeting and other similar materials not designed to be an exterior finish shall not be considered an acceptable exterior finish. The building official may grant a 90-day extension if there is an unusual hardship, such as bad weather. Further time extensions must be approved by the city council.
- Chapter 30-3(6): Property conditions constituting a public nuisance
 - The storage or accumulation of waste, refuse, or garbage that is not contained in a closed container designed or reasonably adapted for such purpose, except for 30 days preceding pick-up by a hauler. This includes any accumulation of appliances, plumbing fixtures, furniture, equipment, remnants of wood (decayed or weathered) unused construction materials, stockpiles of rocks or dirt, or any items that could not be put to use in the manner that they are intended.

City Staff sent two previous violation notices to contact the Planning office to schedule an inspection. Since an inspection has not been scheduled, a **\$75 administrative citation is enclosed**. You have 14 days from the date of this letter to address the following (**or you will receive an administrative citation of \$250**):

- Accessory Uses and Buildings
 - **Repaint the sides of the home with chipped paint.**
 - **Apply a 36' plywood board to the lower portion of the rear door of the home.**

STATE OF MINNESOTA
COUNTY OF ANOKA

CITY OF RAMSEY
Code Enforcement Unit



The current method (the board in the top left corner) is not a sufficient deterrent.

- **Disconnect the orange extension cord leading from the garage to the front of the home.**
- **Complete project on window on south side of home, and make it weather tight.**
- **Public Nuisance Items**
 - **Properly dispose of, or shelter, the waste/refuse/junk scattered throughout the property.**
 - **Remove or properly store the junk items inside of the gazebo, the boat, and the car. Utilizing these to store items is creating a public nuisance.**

If these violations are not resolved within two weeks from the date of this letter, you will receive a citation for \$250, and the City will begin the process of abatement. Please contact me at (763) 576-4314 to schedule a follow up inspection after the violations are corrected (to ensure you are not assessed any charges) or to answer any questions you may have. Staff would like to inspect the property as soon as we are able.

Sincerely,

A handwritten signature in black ink, appearing to read "Brian McCann".

Brian McCann, Planning Technician
(763) 576-4314 | bmccann@cityoframsey.com
Ramsey Planning Department

**STATE OF MINNESOTA
COUNTY OF ANOKA**

**CITY OF RAMSEY
*Code Enforcement Unit***

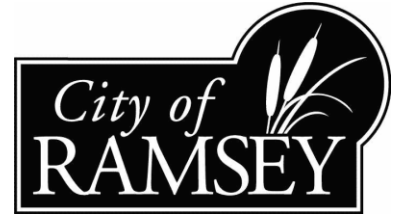


Exhibit 1: Back door with safety issue



Exhibit 2: Sides of the home with chipped paint



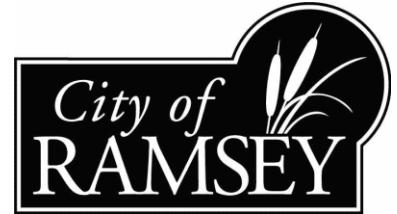


Exhibit 3: Extension cord leading from garage to the front of the home



Exhibit 4: Junk in gazebo, car, and boat



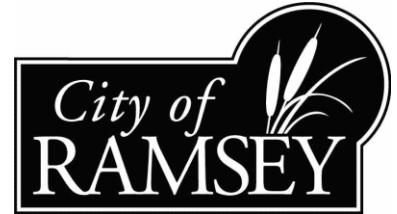


Exhibit 5: Assortment of junk



**STATE OF MINNESOTA
COUNTY OF ANOKA**

**CITY OF RAMSEY
*Code Enforcement Unit***

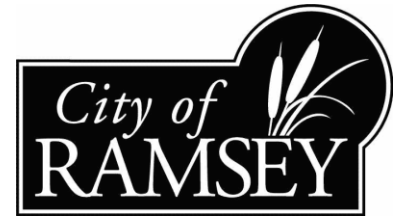
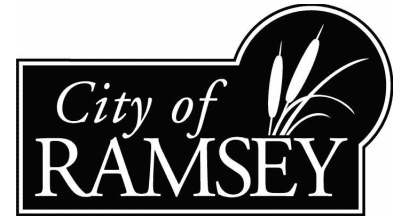


Exhibit 5: Work being done on window on south side of home



STATE OF MINNESOTA
COUNTY OF ANOKA

CITY OF RAMSEY
Code Enforcement Unit



July 14th, 2020

Sandra Dickson
or Current Homeowner
14760 Bowers Drive NW
Ramsey MN 55303

-NOTICE OF RESCHEDULED ABATEMENT -

RE: Building and Public Nuisance Violations on Anoka County PID # 30-32-25-11-0010 (14760 Bowers Drive NW)

Dear Property Owner:

The City of Ramsey has adopted ordinances that are designed to keep the community safe, healthy and attractive. A recent inspection of the above premises revealed the following violations of the Ramsey City Code as listed below:

- Chapter 30-3(6): Property conditions constituting a public nuisance
 - The storage or accumulation of waste, refuse, or garbage that is not contained in a closed container designed or reasonably adapted for such purpose, except for 30 days preceding pick-up by a hauler. This includes any accumulation of appliances, plumbing fixtures, furniture, equipment, remnants of wood (decayed or weathered) unused construction materials, stockpiles of rocks or dirt, or any items that could not be put to use in the manner that they are intended.

City Staff sent three previous violation notices to correct these violations, and conducted an inspection on . **An abatement has been scheduled for July 16th, 2020 at 8:30 AM for the following:**

- Public Nuisance Items
 - Various public nuisance items under tarps, on the driveway, in the front yard, and scattered throughout the property.
 - Items inside of the gazebo, inside the boat, and inside the car.

Please contact me at (763) 576-4314 to answer any questions you may have.

Sincerely,

A handwritten signature in black ink, appearing to read "Brian McCann". The signature is written in a cursive, flowing style.

Brian McCann, Planning Technician
(763) 576-4314 | bmccann@cityoframsey.com
Ramsey Planning Department

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

RESOLUTION #20-155

**A RESOLUTION APPROVING HIRING A CONTRACTING
TO COMPLETE SIDING, WINDOWS, AND STRUCTURES IN VIOLATION OF
PROPERTY MAINTENANCE CODE AT 14760 BOWERS DRIVE NW**

WHEREAS, Sandra Dickson, hereby referred to as the “homeowner,” has an open code enforcement case for multiple violations at the property generally known as 14760 Bowers Dr NW and legally described as follows:

THAT PRT OF GOV LOT 1 SEC 30 TWP 32 RGE 25 DESC AS FOL: COM AT NE COR OF LOT 5 BOWERS MISSISSIPPI ACRES TH N 0 DEG 00 MIN 00 SEC E ASD BRG ALG W LINE OF BOWERS DR NW 155.3 FT, TH N 65 DEG 14 MIN W 165.55 FT, TH N 78 DEG 04 MIN W TO ELY SHORE LINE OF MISSISSIPPI RIVER, TH SLY ALG SD SHORE LINE TO NW COR OF SD LOT 5 TH ELY ALG N LINE OF SD LOT TO POB, EX THAT PRT OF SD GOV LOT 1 COM AT NE COR OF SD LOT 5, TH ON ASSD BRG N 0 DEG 00 MIN 00 SEC E 3.5 FT, TH N 65 DEG 14 MIN W 9.7 FT, TH S 49 DEG 20 MIN 46 SEC E 11.61 FT TO POB, EX RD SUBJ TO EASE OF REC, Anoka County, Minnesota

(the “Subject Property”) (PID: 30-32-25-11-0010)

WHEREAS, the violations on the Subject Property include the following:

- a. Violations of City Code Chapter 105, Rule 1309 and the International Property Maintenance Code
- b. Violations of City Code Chapter 30, Public Nuisances

WHEREAS, on December 20, 2018, Staff performed an inspection of the Subject Property; and

WHEREAS, the City of Ramsey sent notices on November 8, 2018, November 29, 2018, and January 4, 2019; and

WHEREAS, the City Council approved Resolution 19-051 on February 12, 2019 allowing an extension for cleanup through May 31, 2019 due to extreme winter weather conditions; and

WHEREAS, there have been at least 41 code enforcement cases on the Subject Property since 2008; and

WHEREAS, the City reinspected the property on June 13, 2019 and found there had been cleanup onsite but there were still unresolved violations onsite; and

WHEREAS, the City sent a notice of violation and an abatement notice on June 14, 2019 with an abatement for a few specific items the week of July 1, 2019; and

WHEREAS, the homeowner has stated they are working with the Minnesota Housing Finance Agency for a loan to complete work on the outside of the home; and

WHEREAS, another complaint was received about the property on May 5, 2020 regarding incomplete siding of the home; and

WHEREAS, a first notice of violation for incomplete siding was sent on May 13, 2020; and

WHEREAS, a second notice of violation for incomplete siding was sent on May 27, 2020; and

WHEREAS, an inspection was conducted on June 11, 2020 with the Senior Planner, Deputy City Administrator, and Building Official which showed various public nuisance items that remained on the property, as well as many areas of inadequate siding on the principal structure; and

WHEREAS, a third notice of violation and abatement notice for public nuisance items and incomplete siding was sent with an administrative citation of \$250 on June 16, 2020;

WHEREAS, an abatement for junk items was scheduled for July 14, 2020 and rescheduled for July 16, 2020 due to inclement weather, and when Staff arrived on July 16, 2020 exterior junk was removed but the gazebo remained full of items and garbage and the exterior of the home was still not in compliance with Code.

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

- 1) That the Ramsey City Council approves the following related to the code enforcement case:
 - a. That the City of Ramsey hereby approves the hiring of a contractor to complete the siding of the principal structure, windows on the principal structure, and ensuring the house is in compliance with the property maintenance code, and the abatement items noted in the June 11, 2020 notice of violation/abatement for the week of August 1, 2020 or as available by Contractor.
 - b. That the City of Ramsey hereby approves the hiring of a contractor to empty the gazebo in the front yard, remove any tarping or unapproved siding that has been utilized as siding for the gazebo, and to fully inspect the gazebo for structural integrity. If the gazebo is found to be a dangerous structure, the contractor is hereby authorized to remove the gazebo in its entirety.

- c. That the City Staff will reach out to at least three (3) reputable contractors to complete the work and will choose the lowest responsible bid, and the cost of the work plus a 50% administrative charge will be assessed to the property taxes for repayment.
- d. That the will issue administrative citations for each subsequent violation and notice within 12 months of this date will include an administrative citation, starting at \$250 and escalating to \$500 per fine.

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 28 day of July, 2020.

Mayor

ATTEST:

City Clerk

CC Regular Session

5. 7.

Meeting Date: 07/28/2020

Submitted For: Bruce Westby, Engineering/Public Works

By: Marsha Weidner, Engineering/Public Works

Information

Title

Adopt Resolution #20-150 Authorizing Partial Payment #1 to Dryden Excavating for Improvement Project #19-10, Hedgehog Street Drainage Improvements.

Purpose/Background:

Resolution and Pay Estimate #1 attached.

Recommendation:

The Engineering Technician IV has inspected the completed work and recommends authorizing partial payment #1 to Dryden Excavating for Improvement Project #19-10, Hedgehog Street Drainage Improvement, in the amount of \$16,771.49.

Action:

Motion to adopt Resolution #20-150 authorizing partial payment #1 to Dryden Excavating for Improvement Project #19-10, Hedgehog Street Drainage Improvement, in the amount of \$16,771.49.

Attachments

Resolution

Pay Estimate

Form Review

Inbox	Reviewed By	Date
Bruce Westby	Bruce Westby	07/22/2020 04:21 PM
Kurt Ulrich	Kurt Ulrich	07/23/2020 02:13 PM
Form Started By: Marsha Weidner		Started On: 07/22/2020 09:29 AM
Final Approval Date: 07/23/2020		

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

RESOLUTION #20-150

RESOLUTION AUTHORIZING PARTIAL PAYMENT #1 TO DRYDEN EXCAVATING FOR IMPROVEMENT PROJECT 19-10, HEDGEHOG STREET DRAINAGE IMPROVEMENT

WHEREAS, drainage improvements are needed east of the intersection of Hedgehog Street and 156th Lane NW to contain stormwater runoff within the public drainage easement; and

WHEREAS, the City Engineer prepared final plans and specifications for re-grading the existing drainage swale along the south property line of 15639 Hedgehog Street to contain stormwater runoff within the existing drainage easements; and

WHEREAS, pursuant to Ramsey City Council Resolution #19-234, adopted September 24, 2019, the City Council accepted final plans and specifications and authorized advertisements for bids for said improvements; and

WHEREAS, pursuant to Ramsey City Council Resolution #19-266, adopted November 12, 2019, the City Council rejected all bids for said improvements and authorized advertising for bids for said improvements in the spring of 2020; and

WHEREAS, bids were advertised in the Anoka Union Herald and in Finance and Commerce on May 1 and May 8, 2020; and

WHEREAS, seven (7) bids were received, opened, and tabulated on May 20, 2020, and the following bids were found to comply with the approved plans and specifications and advertisements for bids; and

WHEREAS, the bid of Dryden Excavating of Anoka, Minnesota, in the amount of \$17,838.30 for the total bid for construction of the improvements in accordance with the approved plans and specifications and advertisement for bids, is the lowest responsible bidder and their bid shall be and hereby is accepted.

WHEREAS, as of July 28, 2020 \$0 has been paid to date; and

WHEREAS, the Engineer Technician IV has inspected the completed work and recommends authorizing partial payment #1 to Dryden Excavating for Improvement Project #19-10, Hedgehog Street Drainage Improvement, in the amount of \$16,771.49.

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

- 1) The City Council hereby authorizes partial payment #1 to Dryden Excavating for Improvement Project #19-10, Hedgehog Street Drainage Improvement, in the amount of \$16,771.49.
- 2) The City Council hereby accepts the project and authorizes the Mayor or City Administrator to sign the release form for this payment.
- 3) That the total amount of this payment is not included in resolutions approving payment of bills for the date of July 28, 2020.
- 4) That the City of Ramsey Finance Department will be given a signed copy of this resolution.

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

and the following voted against the same:

and the following abstained:

and the following were absent:

whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this 28th day of July, 2020.

Mayor

ATTEST:

City Clerk

Pay Estimate Summary Sheet
IP 19-10 HEDGEHOG STREET DRAINAGE IMPROVEMENTS

City of Ramsey

Estimate no 1

TOTAL BASE BID PLUS ALTERNATES	\$	17,838.30
STORED MATERIALS		
TOTAL COMPLETED WORK TO DATE	\$	17,654.20
TOTAL WORK COMPLETED PLUS STORED MATERIALS	\$	17,654.20
RETAINED PERCENTAGE 5%	\$	882.71
NET AMOUNT DUE TO CONTRACTOR TO DATE	\$	16,771.49
TOTAL AMOUNT PAID ON PREVIOUS ESTIMATES	\$	-
PAY CONTRACTOR PER ESTIMATE NO. 1	\$	16,771.49

Certificate for Partial Payment

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

Contractor: Dryden Excavating

By Jason Dryden Project Manager
Name Jason Dryden Title

Date 7-15-2020

CHECKED AND APPROVED AS TO QUANTITIES AND AMOUNT:
ENGINEER: CITY OF RAMSEY

By Joe Feriancek Civil Engineer II
Joe Feriancek, PE

Date 7/15/2020

APPROVED FOR PAYMENT:
OWNER: City of Ramsey

By Bruce L. Dewey City Engineer 7/17/2020
Name Title Date

**IP 19-10 Hedgehog Street Drainage Improvements
Pay Estimate**

PAY ESTIMATE NO

1

BASE BID

\$ 17,838.30

\$ 17,654.20

\$ 17,654.20

BASE AREA

Item No.	MnDot No.	Item Description	Unit	CONTRACT AMOUNT			PAY THIS PERIOD		PAID TO DATE	
				Estimated Quantity	Unit Price	Extension	Quantity	Extension	Quantity	Extension
1	2021.501	Mobilization	LS	1	\$ 4,025.00	\$ 4,025.00	1.0	\$ 4,025.00	1.0	\$ 4,025.00
2	2101.501	Clearing & Grubbing	ACRE	0.11	\$ 17,250.00	\$ 1,897.50	0.11	\$ 1,897.50	0.11	\$ 1,897.50
3	2105.501	Common Excavation	CY	210	\$ 25.30	\$ 5,313.00	210	\$ 5,313.00	210	\$ 5,313.00
4	2511.501	Random Rip Rap Class III	CY	2	\$ 166.75	\$ 333.50	2	\$ 333.50	2	\$ 333.50
5	2105.604	Geotextile Fabric Type IV	SY	4	\$ 23.00	\$ 92.00	4	\$ 92.00	4	\$ 92.00
6	2573.533	Sediment Control Log Type Straw	LF	60	\$ 4.03	\$ 241.80	30	\$ 120.90	30	\$ 120.90
7	2573.502	Silt Fence, Type MS	LF	40	\$ 3.16	\$ 126.40	20	\$ 63.20	20	\$ 63.20
8	2105.523	Topsoil (LV)	CY	115	\$ 29.90	\$ 3,438.50	115	\$ 3,438.50	115	\$ 3,438.50
9	2575.501	Hydroseeding	ACRE	0.32	\$ 4,485.00	\$ 1,435.20	0.32	\$ 1,435.20	0.32	\$ 1,435.20
10	2575.502	Seed Mixture MnDOT 25-131	LBS	40	\$ 7.08	\$ 283.20	40	\$ 283.20	40	\$ 283.20
11	2574.508	Fertilizer Type III	LBS	35	\$ 2.36	\$ 82.60	35	\$ 82.60	35	\$ 82.60
12	2575.562	Hydroaulic Matrix Type Mulch	LBS	640	\$ 0.89	\$ 569.60	640	\$ 569.60	640	\$ 569.60
TOTAL BID						\$ 17,838.30		\$ 17,654.20		\$ 17,654.20

CC Regular Session

5. 8.

Meeting Date: 07/28/2020

Submitted For: Sean Sullivan, Community Development

By: Sean Sullivan, Community Development

Information

Title:

Adopt Resolution #20-151 Approving Amendment to Listing Agreement with CBRE

Purpose/Background:

The purpose of this case is to consider extending the listing agreement with CBRE for some of the the City owned land. The city has started listing some of its own property utilizing Loopnet and MNCAR through the Anoka County access. City Staff has been satisfied with the work of Brian Pankratz with CBRE on the current listings. Although, Covid-19 has somewhat slowed down some projects/retailers the City is still receiving inquiries generated from listings from CBRE and the City listings. The speed in which site selection and acquisition has slowed but things are moving. The proposed listing agreement with CBRE would be from August 1, 2020 - January 31, 2021.

Notification:

Notification is not required.

Observations/Alternatives:

It should be noted that the proposed listing agreement removes Parcel 52b. Parcel 52b was the land previously under contract with AEON for Phase 2. Staff brought this project forward to City Council twice in 2020 and the direction from the City Council was not to move forward with this apartment project on this site until more retail was constructed. Based on this information, Staff is suggesting that the City remove this parcel from the CBRE listing and put it under the City umbrella. The City would not actively list the parcel until conditions change.

The EDA reviewed the attached Amendment to the Listing Agreement on July 16, 2020.

Alternatives include, but are not limited to the following:

1. Recommend to City Council approval of Listing Agreement as presented. (Recommended)
2. Seek proposals from other real estate brokers.
3. List and market more properties utilizing City Staff.
4. Something else.

Funding Source:

There is no immediate or initial up front costs. CBRE is only paid at time of sale, and a commission is deducted from the gross sales price rather than an hourly rate.

Recommendation:

The EDA reviewed this item at its July 16, 2020 meeting unanimously approved a recommendation to approve the attached Listing Agreement as presented.

Action:

Motion to adopt Resolution #20-151 Approving Amendment to Listing Agreement with CBRE

Attachments

[ACTION - Resolution #20-151](#)

[ACTION - Draft Listing Agreement 7.1.20](#)

[PA Summary \(Closed and Active\)](#)

[Parcel Number ID for Map](#)

[Listing Map - Citywide](#)

[Listing Map - COR Area](#)

[CBRE Sign locations](#)

[Pages from Draft EDA Minutes](#)

Form Review

Inbox

Sean Sullivan (Originator)
Tim Gladhill
Sean Sullivan (Originator)
Tim Gladhill
Kurt Ulrich
Form Started By: Sean Sullivan
Final Approval Date: 07/23/2020

Reviewed By

Sean Sullivan
Sean Sullivan
Sean Sullivan
Tim Gladhill
Kurt Ulrich

Date

07/17/2020 04:39 PM
07/21/2020 01:28 PM
07/21/2020 01:51 PM
07/22/2020 07:54 PM
07/23/2020 01:27 PM
Started On: 07/16/2020 12:02 PM

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

RESOLUTION #20-151

**RESOLUTION APPROVING AMENDMENT TO LISTING AGREEMENT WITH
CBRE**

WHEREAS, since 2014, the City has contracted with CBRE for commercial real estate brokerage services to sell available City Owned Land; and

WHEREAS, the current contract expires July 31, 2020; and

WHEREAS, the proposed contract only includes listings inside the COR and removes Parcel 52b (Former AEON Phase 2); and

WHEREAS, the proposed contract maintains previous terms from the prior contract and does not add additional properties.

**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 Amendment to Listing Agreement for the period of August 1, 2020 through midnight January 31, 2021.

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

and the following voted against the same:

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 28th day of July, 2020.

Mayor

ATTEST:

City Clerk



AMENDMENT TO LISTING AGREEMENT

CBRE, INC.
BROKERAGE AND MANAGEMENT
LICENSED REAL ESTATE BROKER

July 1, 2020

This is an Amendment to the Exclusive Sales Listing Agreement ("Listing") dated July 10, 2019 between City of Ramsey ("Owner") and CBRE, INC. ("Broker") for the real property described as Multiple Land Parcels, City of Ramsey, Minnesota.

- 1. Parcel 50a - 28-32-25-41-0020
2. Parcel 47c - 28-32-25-31-0023
3. Parcel 47e - 28-32-25-23-0018
4. Parcel 46 - 28-32-25-22-0058
5. Parcel 42a -7994 Sunwood Drive - 28-32-25-23-0012
6. Parcel 42b - 7990 Sunwood Drive - 28-32-25-23-0011
7. Parcel 42c - 7992 Sunwood Drive- 28-32-25-23-0013
8. Parcel 48a -28-32-25-24-0017
9. Parcel 48c - 28-32-25-31-0025

Owner and Broker hereby agree to amend the Listing as follows:

- 1. That the Listing Term be extended for another period commencing August 1, 2020 and ending midnight January 31, 2021.
2. All other terms and conditions remain the same.

As used herein the term "Owner" shall be deemed to include a tenant wishing to affect a sublease, lease assignment or lease cancellation.

Except as expressly set forth in this Amendment, the Listing shall remain in full force and effect.

BROKER:

CBRE, Inc.
Licensed Real Estate Broker

By: Jeffrey V. Jiovanazzo

Title: Managing Director

Address: 800 LaSalle Avenue

Suite 1900

Minneapolis, MN 55402

Telephone: (952) 924-4600

Date:

OWNER:

City of Ramsey

By: Kurtis G. Ulrich

Title: City Administrator

Address: 7550 Sunwood Drive NW

Ramsey, MN 55303

Telephone: () 763-433-9845

Date:

#333635

Minnesota Sale/Lease Disclosures

Property: Multiple Land Parcels, City of Ramsey, Minnesota

Seller/Landlord Disclosure of Material Facts, Delivery of Reports, and Compliance with Laws. Sellers/landlords are hereby requested to disclose directly to buyers/tenants all facts known to sellers/landlords that materially affect the value or desirability of the Property and are not readily observable nor known to the buyer/tenant, including, but not limited to, facts regarding hazardous materials, zoning, construction, design, engineering, soils, title, survey, fire/life safety, proneness to natural hazards such as earthquakes, and other matters, and to provide buyers/tenants with copies of all reports in the possession of or accessible to sellers/landlords regarding the Property. Sellers/landlords and buyers/tenants must comply with all applicable federal, state and local laws, regulations, codes, ordinances and orders, including, but not limited to, the 1964 Civil Rights Act and all amendments thereto, the Foreign Investment in Real Property Tax Act, the Comprehensive Environmental Response Compensation and Liability Act, and The Americans With Disabilities Act.

Americans with Disabilities Act (ADA). The Americans With Disabilities Act (42 United States Code §12101 et seq.) and other federal, state and local requirements may require changes to the Property. Have your experts investigate and evaluate these matters.

Taxes. Sales, leases and other real estate transactions can have federal, state and local tax consequences. In sales transactions, Internal Revenue Code §1445 requires buyers to withhold and pay to the IRS 15% of the gross sales price within 20 days of the date of a sale unless the buyers can establish that the sellers are not foreigners, generally by having the sellers sign a Non-Foreign Seller Affidavit. Depending on the structure of the transaction, the tax withholding liability can exceed the net cash proceeds to be paid to sellers at closing. Have your experts investigate and evaluate these matters.

Flood Zones. Many lenders require flood insurance for properties located in flood zones, and government authorities may regulate development and construction in flood zones. Whether or not located in a flood zone, properties can be subject to flooding and moisture problems, especially properties on a slope or in low-lying areas. Buyers/tenants should have their experts confirm whether the Property is in a flood zone and otherwise investigate and evaluate these matters.

Fires. Properties, whether or not located in a fire hazard zone, are subject to fire/life safety risks and may be subject to state and local fire/life safety-related requirements, including retrofit requirements. Have your experts investigate and evaluate these matters.

Hazardous Materials and Underground Storage Tanks. Due to prior or current uses of the Property or in the areas or the construction materials used, the Property may have hazardous or undesirable metals (including but not limited to lead-based paint), minerals (including but not limited to asbestos), chemicals, hydrocarbons, petroleum-related compounds, or biological or radioactive/emissive items (including but not limited to electrical and magnetic fields) in soils, water, building components, above or below-ground tanks/containers or elsewhere in areas that may or may not be accessible or noticeable. Such items may leak or otherwise be released. If the Property was built before 1978 and has a residential unit, sellers/landlords must disclose all reports, surveys and other information known to them regarding lead-based paint to buyers/tenants and allow for inspections (42 United States Code §4851 et seq.). Have your experts investigate and evaluate these matters.

Property Inspections and Evaluations. Buyers/tenants should have the Property thoroughly inspected and all parties should have the transaction thoroughly evaluated by the experts of their choice. Ask your experts what investigations and evaluations may be appropriate as well as the risks of not performing any such investigations or evaluations. Information regarding the Property supplied by the real estate brokers has been received from third party sources and has not been independently verified by the brokers. Have your experts verify all information regarding the Property, including any linear or area measurements, the availability of all utilities, applicable zoning, and entitlements for the intended use. All work should be inspected and evaluated by your experts, as they deem appropriate. Any projections or estimates are for example only, are based on assumptions that may not occur, and do not represent the current or future performance of the property. Real estate brokers are not experts concerning, nor can they determine if any expert is qualified to provide advice on, legal, tax, design, ADA, engineering, construction, soils, title, survey, fire/life safety, insurance, hazardous materials, or other such matters. Such areas require special education and, generally, special licenses not possessed by real estate brokers. Consult with the experts of your choice regarding these matters.

CONSULT YOUR ADVISORS – This document has legal consequences. No representation or recommendation is made by Broker as to the legal or tax consequences of this Agreement or the transaction(s) which it contemplates. This form is not intended to substitute for any disclosures the law requires that the parties make to each other. These are questions for your attorney and financial advisors.

Closed Deals - CBRE

Project	Parcel	Listing Price	Sales Price	Lead Source	Commission Paid
Muni Center - Meadow Creek	6b	\$ 260,000	\$ 180,000	CBRE	\$ 9,000
Muni Center - NIK	6a	\$ 600,000	\$ 616,690	CBRE	\$ 30,834
AEON - Phase 1	52a	\$ 185,000	\$ 183,000	CBRE	\$ 9,150
Centra Homes	51	\$ 350,000	\$ 295,000	CBRE	\$ 14,750
Common Bond	47b	\$ 400,000	\$ 435,000	CBRE	\$ 21,750
Inland / Affinity	48b	\$ 585,446	\$ 584,840	CBRE	\$ 29,242
PSD, LLC	49	\$ 2,350,000	\$ 1,897,090	CITY	\$ 94,854
Coastal Living / Morning Sun	53b	\$ 105,000	\$ 170,000	CBRE	\$ 8,500
Stone Brook Academy	47d	\$ 200,000	\$ 121,852	CBRE	\$ 6,091
Purmort Homes	54	\$ 400,000	\$ 5,000	CITY	\$ 3,500
PSD LLC - W Armstrong (SWAP)	45	\$ 960,000	\$ 621,019	CITY	\$ -
Riverstone Development - Puma	13a	\$ 45,000	\$ 27,250	CBRE	\$ 1,362.50
		\$ 6,440,446	\$ 5,136,741		\$ 229,034

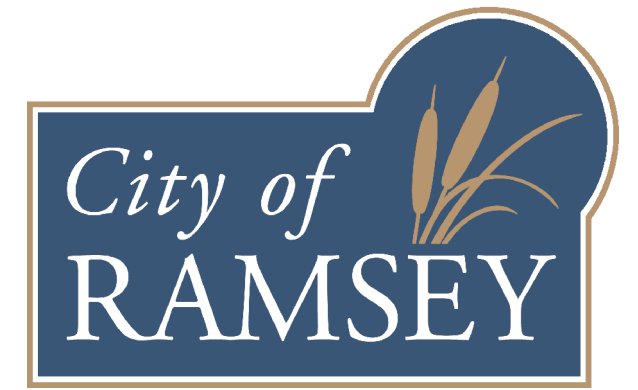
Pending PA's

Project	Parcel	Listing Price	Sales Price	Lead Source	Commission Paid
Rob Hardy - RGH Ramsey	42a, b, c	\$ 2,059,517	\$ 1,383,464	CITY	5%
Cobblestone	Part 47e	\$ 428,630	\$ 326,700	CITY	3% gross
GiGi's Salon	Part 47e	\$ 392,040	\$ 261,360	CITY	3%,3%
		\$ 2,880,187	\$ 1,971,524		

Parcels Included in Map

Map ID	PID Numbers (s)		Listing
8	253225430043		City
11	113225430004		City
13b	203225310003		City
28	273225440003		City
37a	273225330006		City
37b	273225330009	273225330017	City
40	343225130005		City
42a	283225230012		CBRE
42b	283225230011		CBRE
42c	283225230013		CBRE
46	283225220058		CBRE
47c	283225310023		CBRE
47e	283225230018		CBRE
48a	283225240017		CBRE
48c	283225310025		CBRE
50a	283225410020		CBRE
52b	283225130092		City (proposed)
52c	283225130034	283225240005	City
55	273225340009		City

Active Listing?
Yes
Yes
Yes
Yes
No
No
Yes
Under Contract
Under Contract
Under Contract
Yes
Yes
Under Contract
Yes
Yes
Yes
Yes
Maybe / Former AEON P 2
No
Yes

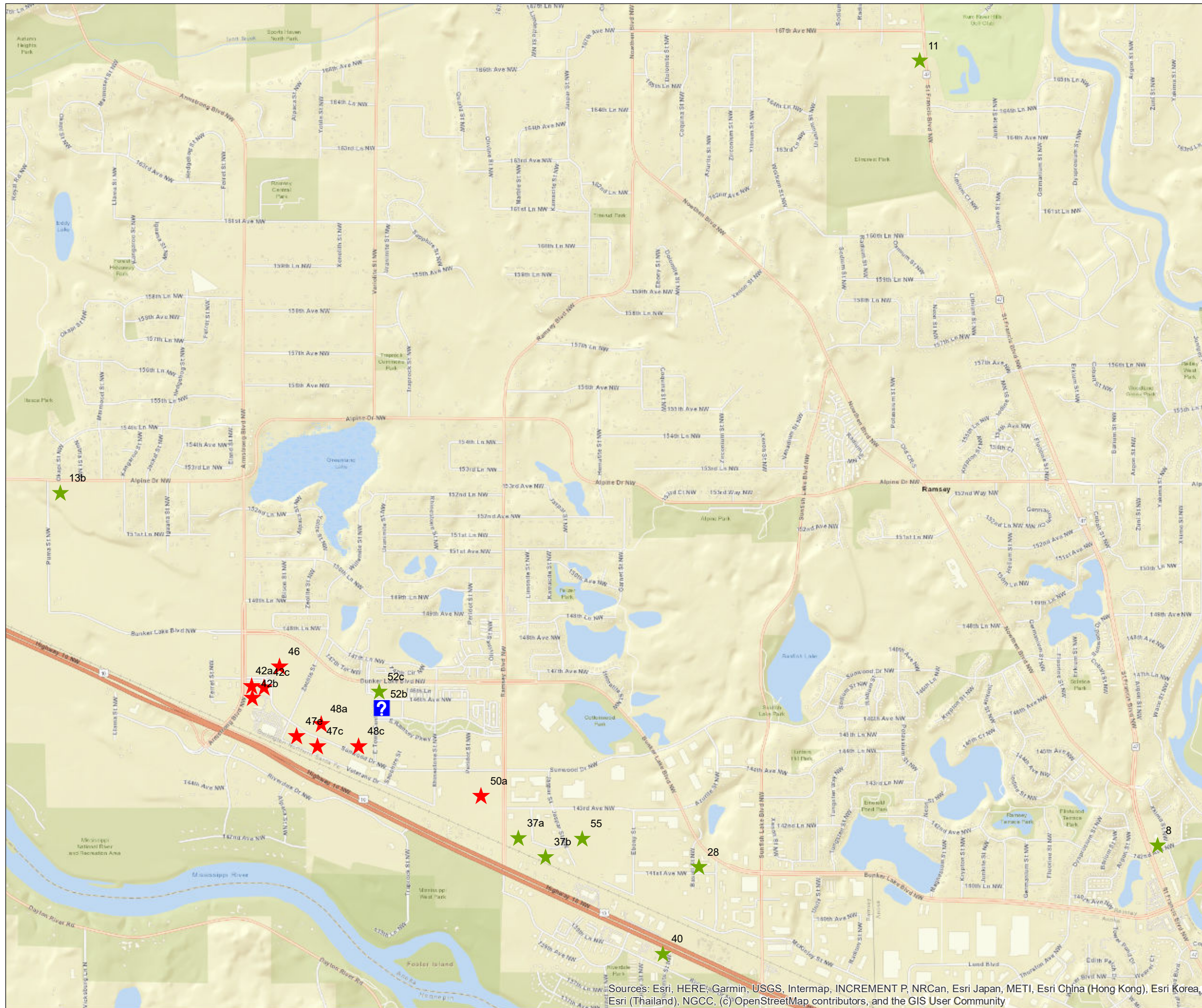


City Listings

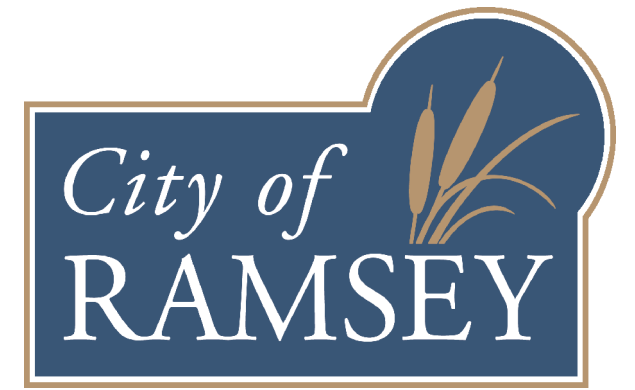
Listings

Listing type

- ★ CBRE
- ★ City
- ❓ PENDING



Sources: Esri, HERE, Garmin, USGS, Intermap, INCREMENT P, NRCan, Esri Japan, METI, Esri China (Hong Kong), Esri Korea, Esri (Thailand), NGCC, (c) OpenStreetMap contributors, and the GIS User Community

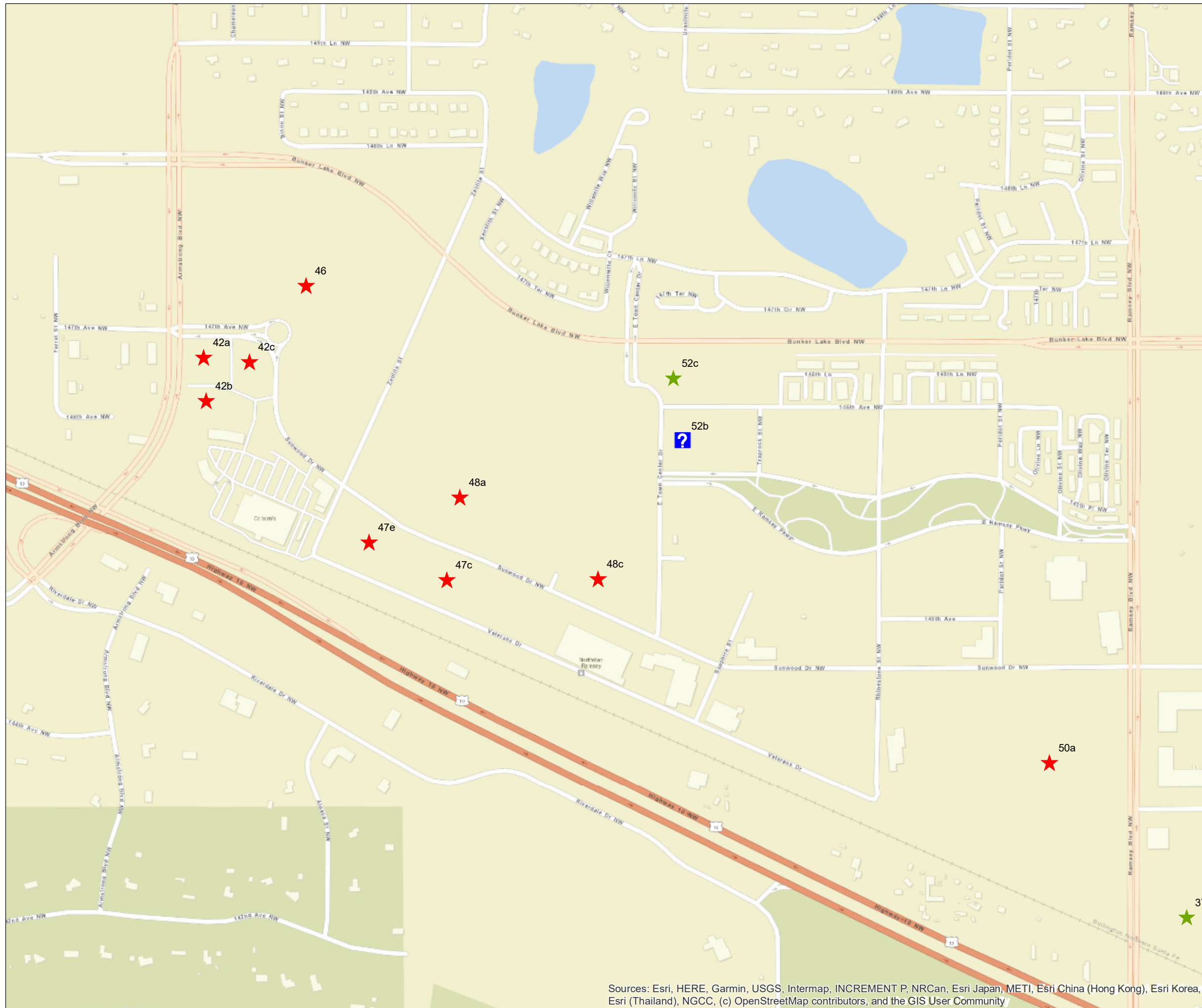


City Listings COR Area

Listings

Listings type

- ★ CBRE
- ★ City
- ❓ PENDING



Sources: Esri, HERE, Garmin, USGS, Intermap, INCREMENT P, NRCan, Esri Japan, METI, Esri China (Hong Kong), Esri Korea, Esri (Thailand), NGCC, (c) OpenStreetMap contributors, and the GIS User Community

CITY OF RAMSEY PROPERTY SIGNS



4.02: Consider CBRE Listing Agreement for City Owned Land

Economic Development Manager Sullivan presented the staff report.

Brian Pankratz, CBRE, provided a brief update on the market and COVID impacts. He stated that housing and industrial continue to be active while retail and office/business tend to be bigger questions because of the impact of COVID.

Motion by Chairperson Steffen, seconded by Member Cords, to recommend to City Council to approve the Listing Agreement with CBRE from August 1, 2020 through January 31, 2021.

A roll call vote was performed:

Member Heineman	aye
Member Cords	aye
Member Burandt	aye
Member Riley	aye
Member Kuzma	aye
Chairperson Steffen	aye

Motion carried.

DRAFT

Meeting Date: 07/28/2020

Submitted For: Sean Sullivan, Community Development

By: Sean Sullivan, Community Development

Information

Title:

Adopt Resolution #20-154 Approving Small Business Grant Program - Phase 2 Covid-19 Business Assistance Program

Purpose/Background:

Purpose: To consider adoption of City of Ramsey Small Business Relief Grant Program policy and to authorize staff to implement the program.

Background: The City of Ramsey has been providing assistance to its businesses throughout this COVID- 19 pandemic. City staff has be communicating state, federal and other grant/loan opportunities to our businesses and assisting them with the application process when possible. Federal programs such as the Paycheck Protection Plan (PPP) and Economic Injury Disaster Loan (EIDL) have been utilized by many businesses but funds have dried up in certain areas. In an effort to get more relief for businesses and government, the federal government passed the CARES Act which allocated money directly to the State of Minnesota to assist with unexpected costs relating to COVID-19.

A portion of this funds are being administered by the State of Minnesota and the state rolled out a \$10,000 Small Business Relief Grant program with an application deadline of July 2, 2020. The total amount allocated in this program was \$60M. Criteria for that program is attached to this case as reference only.

Anoka County also received an allocation of CARES Act Funds and are also creating a grant program similar to other city and county partners. Anoka County is still putting together its application and criteria for the program and the attached draft policy will be reviewed by the Anoka County Board on July 28, 2020. The County will also be developing a procedure that outlines in detail how the grant selection/processing will be made. Discussions with County Staff indicate that they will not allow a City and County Cares act grant to be awarded to the same business. This does not seem to apply for State Cares Act grants due to the timing and notification of grantees by the state. The goal of the City program is to get the grant money out quickly to the businesses in Ramsey that need it and have it simple to administrate,

Notification:

N/A

Observations/Alternatives:

Staff has reviewed several peer community and county policies/criteria and reviewed options with the EDA on July 16, 2020. The draft minutes outlining that discussion are included as an attachment to this case. The general outcomes of the discussion focused on getting the money out quickly, increasing the eligibility of more small Ramsey businesses for the grants, and to assure that these companies can demonstrate the need for these funds.

In order to have a successful grant/loan program the city will need to put in place something that has meaningful impact to businesses, is easy to apply for, and has criteria that allows for quick processing of the application and administration of the grants. To be eligible to receive Small Business Emergency Assistance funds, a business must demonstrate that its operations have been directly and adversely affected by the COVID-19 Health Pandemic.

Below are some criteria/processes recommended by the EDA:

Business size: 30 FTE (Full Time Equivalent) Employees or less

Business type: Any Ramsey Business that can show impacts from COVID-19 (subject to eligibility criteria under CARES Act)

Time business has been in operation: Business must have been in operation from January 1, 2019 to application submittal

Businesses must be in compliance with City Ordinances, City utilities, 2019 property taxes or other city charges

Business Entity Type: For-Profit businesses. Must be registered with Minnesota Secretary of State and in good standing.

- Note: Anoka County is proposing to roll out a separate program for non-profit businesses but it has not been developed yet. Staff recommends referring non-profits to the Anoka county to serve their needs.

Grant/Loan Amount: \$10,000 Grant

Business Location: Ramsey businesses located in Ramsey only

Application Period: 14 days

How grants awards are determined: Random selection from all eligible applications

Duration of time to expend funds: Funds to be expended by October 31, 2020 and expenses documented to City by November 15, 2020

Proof of need: Comparisons from last year to this year showing reduction in revenue, increased expenses, explanation of need for expenses.

Uses of funds: Current payroll obligations (i.e. may not include employees who have been laid off), lease or mortgage payments, utilities, accounts payable, property taxes and other critical business expenses that can't be paid as a direct result of the current health emergency. Awarded funds may not be used for business owner's/manager's personal uses or expenses. Expenses must be directly associated with Ramsey Business location.

Grant application and administration: Staff is recommending that the City will screen applications for preliminary eligibility and give a short list to a outside vendor to underwrite need, hardship caused by Covid-19, eligible expenses and business entity and applicant verification. Staff will work with outside vendor to develop a uniform grant agreement. The cost for administration to not exceed 7.5% of the grant program amount. This expense will also be reimbursable under the CARES Act.

Businesses not eligible:

- Do not have a physical address within the City of Ramsey
- Applicants who have previously received federal, state or local grants for the same expenses
- Multi-state chains are generally ineligible except for locally owned franchisees.
- Businesses that primarily derive income from gambling or adult/use entertainment.
- Home-based businesses are generally ineligible except for in-home licensed childcare providers.
- Businesses that derive income from passive investments; property rentals or property management; billboards; or lobbying.
- Have no current or historical financial statements.
- Non-profit organizations

If a small business grant policy program is approved, staff will work to create a simple application, process and work with a Third Party vendor to implement this program based on the criteria that is adopted.

Alternatives Include:

1. Adoption of Resolution #20-154 and attached City of Ramsey Small Business Relief Grant Program; subject to City attorney review.
2. Adoption of Resolution #20-154 with amended criteria for the City of Ramsey Small Business Relief Grant Program; subject to city attorney approval.
3. Something else

Funding Source:

\$215,000 from City of Ramsey Cares Act allocation. (includes \$15,000 for administration)

Recommendation:

The EDA met on July 16, 2020 to discuss the Small Business Grant Program. The EDA discussed grant program criteria and it has been included in the attached policy document.

EDA recommendation would be to Adopt Resolution #20-154 Approving Small Business Grant Program - Phase 2 Covid-19 Business Assistance Program; subject to City attorney approval (as presented).

Action:

Motion to Adopt Resolution #20-154 Approving Small Business Grant Program - Phase 2 Covid-19 Business Assistance Program; subject to City Attorney approval.

Attachments

[ACTION - Resolution #20-154](#)

[ACTION - Draft City of Ramsey Small Business Relief Grant Program Criteria](#)

[Sample Anoka County Business Grant Program Policy](#)

[Sample Program DEED](#)

[Pages from EDA Meeting DRAFT](#)

Form Review

Inbox

Sean Sullivan (Originator)
Tim Gladhill
Kurt Ulrich
Form Started By: Sean Sullivan
Final Approval Date: 07/23/2020

Reviewed By

Sean Sullivan
Tim Gladhill
Kurt Ulrich

Date

07/22/2020 02:31 PM
07/23/2020 08:19 AM
07/23/2020 01:26 PM
Started On: 07/16/2020 11:59 AM

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

RESOLUTION #20-154

**RESOLUTION APPROVING SMALL BUSINESS GRANT PROGRAM – PHASE 2
COVID-19 BUSINESS ASSISTANCE PROGRAM**

WHEREAS, the Covid-19 pandemic has negatively impacted many City of Ramsey Business; and

WHEREAS, the City received an allocation of over Two Million in Cares Act Dollars to provide assistance at the local level for businesses, residents and government expenses related to Covid-19; and

WHEREAS, the City of Ramsey has adopted and implemented Phase 1 of the Covid – 19 Business Assistance Program which included: Liquor License Renewal Program, Ad Reimbursement program and business spotlight which was targeted at businesses affected be EO 20-04 and EO 20-08; and

WHEREAS, the EDA has recommended adoption of criteria and implementation of a small business relief grant program as Phase 2 of the Covid – 19 Business Assistance Program which offers business assistance opportunities to a larger amount of Ramsey businesses.

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

- 1) That the City Council hereby approves the attached City of Ramsey Small Business Relief Grant Program criteria and directs staff to implement the program and to provide grants to Ramsey businesses; subject to City Attorney approval.
- 2) That the City Council authorizes \$215,000 in Cares Act Funds be allocated to the City of Ramsey Small Business Relief Grant Program.

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:

None

whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this 28th day of July, 2020.

Mayor

ATTEST:

City Clerk

The City of Ramsey Small Business Relief Grant Program

The City of Ramsey will offer a small business relief grant program to support local businesses impacted by COVID-19. Grants will be awarded in an amount not to exceed \$10,000. Applications will be accepted electronically during a 14 day time frame beginning _____ at which time the City will evaluate the applications. Grants will be awarded to businesses that have proven hardship due to Covid-19 and have incurred, or will incur additional related expenses. There is a limited amount of funds for this program and in the event that the City receives more eligible applications than grant funds available, awards will be selected randomly based on the criteria below.

Grant Amount:

Grants will not exceed \$10,000 to cover eligible expenses incurred as a result of the COVID pandemic after March 1, 2020 (see list of eligible use of grant funds below). Recipient must submit a list of COVID related expenditures during the application review process. Grant funds awarded must be spent by October 31, 2020 and the expenses documented by the City by November 15, 2020.

Eligibility Criteria:

- Applicant must be locally owned and operated with a physical establishment in The City of Ramsey. If there is a parent company or a second location outside of The City of Ramsey, only the entity located in The City of Ramsey will be eligible.
- Applicant must be able to demonstrate financial hardship as a result of the COVID-19 outbreak.
- Applicant entity must be majority owned by a permanent resident or corporation of Minnesota.
- Applicant must be in good standing with the Minnesota Secretary of State and the Minnesota Department of Revenue as of January 1, 2020. If there is an issue pending with the Minnesota Secretary of State, Applicant may still apply for the grant, but will need to demonstrate the issue has been satisfactorily resolved in order to be eligible and receive grant funds.
- If required, Applicant must be licensed.
- Applicant must be compliant with city ordinances, current with city utilities and charges, and in good standing.
- Applicant must be current on property taxes as of January 1, 2020.
- Applicant must employ 30 FTE or less employees as of January 1, 2020.
- Applicant must have been in operation from January 1, 2019 through the application date.
 - The City of Ramsey will not disqualify an applicant if there was an ownership change and the business remained in operation prior to application.
- Applicant must disclose all federal, state or local grant or loan applications for which applicant has applied which has been received or remains pending at the time of application.

Ineligible Businesses

- Do not have a physical address within the City of Ramsey
- Applicants who have previously received federal, state or local grants for the same expenses
- Multi-state chains are generally ineligible except for locally owned franchisees.
- Businesses that primarily derive income from gambling or adult/use entertainment.
- Home-based businesses are generally ineligible except for in-home licensed childcare providers.
- Businesses that derive income from passive investments; property rentals or property management; billboards; or lobbying.
- Have no current or historical financial statements.
- Non-profit organizations
-

Examples of Eligible Usage of Grant Funds

1. Commercial lease or mortgage payments.
2. Accounts payable (AP) if the AP is a COVID-19 related expense incurred since March 1, 2020.
3. Payroll, unless the business received Paycheck Protection Program (PPP) funds or pandemic unemployment insurance (UI) to assist with payroll expenses incurred after March 1, 2020.
4. Reopening costs or safety improvement costs expended since March 1, 2020 (i.e. outdoor seating, plexiglass, cleaning products, re-staffing costs, etc.)
5. Operating utilities or fees for those facilities interrupted or forced to shut down incurred after March 1, 2020.
6. Payment of taxes or government utilities or fees are **ineligible**.

The categories outlined above are intended to be general guidance. Final grant decisions will be made by the City Council and / or its designee after a thorough review of all application factors. After the initial application review and/or funding round, the City of Ramsey reserves the right to amend any criteria for eligibility as needed to best address the impact of the current pandemic.

The City of Ramsey Small Business Relief Grant Program

The City of Ramsey will offer a small business relief grant program to support local businesses impacted by COVID-19. Grants will be awarded in an amount not to exceed \$10,000. Applications will be accepted electronically during a 14 day time frame beginning _____ at which time the City will evaluate the applications. Grants will be awarded to businesses that have proven hardship due to Covid-19 and have incurred, or will incur additional related expenses. There is a limited amount of funds for this program and in the event that the City receives more eligible applications than grant funds available, awards will be selected randomly based on the criteria below.

Grant Amount:

Grants will not exceed \$10,000 to cover eligible expenses incurred as a result of the COVID pandemic after March 1, 2020 (see list of eligible use of grant funds below). Recipient must submit a list of COVID related expenditures during the application review process.

.Grant funds awarded must be spent by October 31, 2020 and the expenses documented by the City by November 15, 2020.

Eligibility Criteria:

- Applicant must be locally owned and operated with a physical establishment in The City of Ramsey. If there is a parent company or a second location outside of The City of Ramsey, only the entity located in The City of Ramsey will be eligible.
- Applicant must be able to demonstrate financial hardship as a result of the COVID-19 outbreak.
- Applicant entity must be majority owned by a permanent resident or corporation of Minnesota.
- Applicant must be in good standing with the Minnesota Secretary of State and the Minnesota Department of Revenue as of January 1, 2020. If there is an issue pending with the Minnesota Secretary of State, Applicant may still apply for the grant, but will need to demonstrate the issue has been satisfactorily resolved in order to be eligible and receive grant funds.
- If required, Applicant must be licensed.
- Applicant must be compliant with city ordinances, current with city utilities and charges, and in good standing.
- Applicant must be current on property taxes as of January 1, 2020.
- Applicant must employ 30 FTE or less employees as of January 1, 2020.
- Applicant must have been in operation from January 1, 2019 through the application date.
 - The City of Ramsey will not disqualify an applicant if there was an ownership change and the business remained in operation prior to application.

- Applicant must disclose all federal, state or local grant or loan applications for which applicant has applied which has been received or remains pending at the time of application.

Ineligible Businesses

- Do not have a physical address within the City of Ramsey
- Applicants who have previously received federal, state or local grants for the same expenses
- Multi-state chains are generally ineligible except for locally owned franchisees.
- Businesses that primarily derive income from gambling or adult/use entertainment.
- Home-based businesses are generally ineligible except for in-home licensed childcare providers.
- Businesses that derive income from passive investments; property rentals or property management; billboards; or lobbying.
- Have no current or historical financial statements.
- Non-profit organizations

Examples of Eligible Usage of Grant Funds

1. Commercial lease or mortgage payments.
2. Accounts payable (AP) if the AP is a COVID-19 related expense incurred since March 1, 2020.
3. Payroll, unless the business received Paycheck Protection Program (PPP) funds or pandemic unemployment insurance (UI) to assist with payroll expenses incurred after March 1, 2020.
4. Reopening costs or safety improvement costs expended since March 1, 2020 (i.e. outdoor seating, plexiglass, cleaning products, re-staffing costs, etc.)
5. Operating utilities or fees for those facilities interrupted or forced to shut down incurred after March 1, 2020.
6. Payment of taxes or government utilities or fees are **ineligible**.

The categories outlined above are intended to be general guidance. Final grant decisions will be made by the City Council and / or its designee after a thorough review of all application factors. After the initial application review and/or funding round, the City of Ramsey reserves the right to amend any criteria for eligibility as needed to best address the impact of the current pandemic.

Anoka County Business Relief Grant Program

Anoka County will offer a business relief grant program to support local businesses impacted by COVID-19. Grants will be awarded in an amount not to exceed \$10,000. Applications will be accepted electronically during a 10 day time frame beginning _____ at which time the County's administrator will evaluate the applications. Application will be made available in Spanish, Hmong, Somali, Arabic and Russian. In addition, application technical assistance will be available through Anoka County Regional Economic Development Department and additional technical assistance providers. Grants will be awarded based upon the extent of hardship and need.

Grant Amount:

Grants will not exceed \$10,000 to cover eligible expenses incurred as a result of the COVID pandemic after March 1, 2020 (see list of eligible use of grant funds below). Recipient must submit a list of COVID related expenditures during the application review process.

The total amount of CAREs Act funds allocated towards the Anoka County business relief grant program will be equitably distributed among each of the seven county districts based upon economic hardship and need.

Eligibility Criteria:

- Applicant must be locally owned and operated with a physical establishment in Anoka County. If there is a parent company or a second location outside of Anoka County, only the entity located in Anoka County will be eligible.
- Applicant must be able to demonstrate financial hardship as a result of the COVID-19 outbreak.
- Applicant entity must be majority owned by a permanent resident or corporation of Minnesota.
- Applicant must be in good standing with the Minnesota Secretary of State and the Minnesota Department of Revenue as of January 1, 2020. If there is an issue pending with the Minnesota Secretary of State, Applicant may still apply for the grant, but will need to demonstrate the issue has been satisfactorily resolved in order to be eligible and receive grant funds.
- If required, Applicant must be licensed, in good standing.
- Applicant must be current on property taxes.
- Applicant must employ 50 or less employees as of January 1, 2020.
- Applicant must have been in operation 12 months prior to application.
 - Anoka County will not disqualify an applicant if there was an ownership change and the business remained in operation within 12 months prior to application.
- Applicant must disclose all federal, state or local grant or loan applications for which applicant has applied which has been received or remains pending at the time of application.

Ineligible Businesses

- Applicants who have previously received federal, state or local grants for the same expenses.
- Multi-state chains are generally ineligible except for locally owned franchisees.
- Nonprofit organizations.
- Businesses that primarily derive income from gambling or adult entertainment.
- Home-based businesses are generally ineligible except for in-home licensed childcare providers.
- Businesses that derive income from passive investments; property rentals or property management; billboards; or lobbying.

Examples of Eligible Usage of Grant Funds

1. Commercial lease or mortgage payments.
2. Accounts payable (AP) if the AP is a COVID-19 related expense incurred since March 1, 2020.
3. Payroll, unless the business received Paycheck Protection Program (PPP) funds or pandemic unemployment insurance (UI) to assist with payroll expenses incurred after March 1, 2020.
4. Reopening costs or safety improvement costs expended since March 1, 2020 (i.e. outdoor seating, plexiglass, cleaning products, re-staffing costs, etc.)
5. Operating utilities or fees for those facilities interrupted or forced to shut down incurred after March 1, 2020.
6. Payment of taxes or government utilities or fees are **ineligible**.

The categories outlined above are intended to be general guidance. Final grant decisions will be made in consultation with the County's Administrator after a thorough review of all application factors. After the initial funding round, County reserves the right to amend any criteria for eligibility as needed to best address the impact of the current pandemic.

DEED's Original Program Criteria for CARES Act Funding

For Reference Only

This program had criteria that targeted funds to specific areas of the state (Metro/Greater Minnesota) and to other targeted groups of people. Below is a condensed summary of the state program. Grant funds received by individual businesses shall be used for working capital to support payroll expenses, rent, mortgage payments, utility bills, and other similar expenses that occur or have occurred since March 1, 2020, in the regular course of business. These are grants and no repayment will be required. More information can be located <https://mn.gov/deed/business/financing-business/deed-programs/relief/>. It should be noted that non-profit entities are not eligible for the state grant program and grant awards are determined by lottery.

To qualify, an applicant must:

- Be a private for-profit business that has a permanent physical location in Minnesota.
- Be majority owned by a permanent resident of Minnesota.
- Be in good standing with the Minnesota Secretary of State and the Minnesota Department of Revenue as of March 1, 2020.
- Employ the equivalent of 50 or fewer full-time workers.
- Be able to demonstrate financial hardship as a result of the COVID-19 outbreak.

NOTE:

- Home-based businesses - except for licensed child care providers - are not eligible.
- Businesses that received funding under the Small Business Emergency Loan Program (SBEL) are not eligible for this program. (However, businesses that received funding through the various Small Business Administration emergency loan programs are still eligible for this program.)
- See the FAQ tab for more details on eligibility.

In making awards, there are minimum set asides for various targeted groups and categories of businesses.

- 50% of funds will be available for businesses based in Greater Minnesota.
- 50% of funds will be available for businesses based in the 7-county metro area (Anoka, Carver, Dakota, Hennepin, Ramsey, Scott, and Washington counties).
- A minimum amount of funds must be awarded as follows:
 - \$18 million for businesses with six or fewer full-time workers.
 - \$10 million for minority business enterprises.
 - \$2.5 million for businesses that are majority owned and operated by veterans.
 - \$2.5 million for businesses that are majority owned and operated by women.
 - \$2.5 million for operators of indoor retail and food markets with an ethnic cultural emphasis.

**ECONOMIC DEVELOPMENT AUTHORITY
CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA**

The City of Ramsey Economic Development Authority (EDA) conducted a regular meeting on Thursday, July 16, 2020, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present: Chairperson Jim Steffen
 Member Brian Burandt
 Member Scott Cords
 Member Glen Hardin
 Member Ryan Heineman
 Member Mark Kuzma (arrived at 7:35 a.m.)
 Member Chris Riley

Members Absent: None

Also Present: Sean Sullivan, Economic Development Manager
 Tim Gladhill, Deputy City Administrator
 Mayor John LeTourneau

1. CALL TO ORDER

Chairperson Steffen called the Economic Development Authority meeting to order at 7:30 a.m.

2. APPROVE AGENDA

Motion by Member Hardin, seconded by Member Riley, to approve the agenda.

Further discussion: Economic Development Manager Sullivan requested to consider Item 4.03 as the first item under EDA Business, with the other items to follow. The Commission confirmed consensus with that change in order.

A roll call vote was performed:

Member Heineman aye
Member Cords aye
Member Burandt aye
Member Riley aye
Member Hardin aye
Chairperson Steffen aye

Motion carried.

3. APPROVE MINUTES

3.01: Approve Meeting Minutes Dated June 11, 2020

Motion by Member Hardin, seconded by Member Cords, to approve the June 11, 2020, minutes as presented.

A roll call vote was performed:

Member Heineman aye
Member Cords aye
Member Burandt aye
Member Riley aye
Member Hardin aye
Chairperson Steffen aye

Motion carried.

4. EDA BUSINESS

4.03: Anoka Area Chamber of Commerce: Manufacture Cohort: 2020 Partnership Subscription Renewal

Economic Development Manager Sullivan presented the staff report.

Mayor LeTourneau stated that he is honored to continue to reach out to the community to support manufacturing through Anoka Area Chamber of Commerce Manufacture Cohort. He provided background information on the Manufacture Cohort and the work that has been done in the past few years including partnerships and collaboration with different groups, providing the example of the School District and changes that were made to the curriculum focused on manufacturing. He reviewed the work the Cohort focused on this year related to the COVID challenges including defining alternative workforce, openly exploring automation, investigating regional training, supporting COVID PPP applications, Minnesota Department of Labor dual training grants, regional automation assessment, and the “new normal”/what could be done to open up. He also reviewed employment statistics throughout Anoka County highlighting the importance of the manufacturing sector. He asked for continued support from the EDA/City of Ramsey.

Economic Development Manager Sullivan stated that he continues to be impressed by the work this group does. He noted that he has attended a number of meetings and events and provided information on the career signing event that he has attended in the past. He stated that staff recommends continued support of the Anoka Area Chamber Manufacture Cohort with a contribution of \$5,000.

Member Cords stated that in the last session the decision was made to use EDA budgeted funds to support local restaurants and cover the cost of the liquor license renewal fees. He asked if the EDA has the available funds to cover this budget request of \$5,000.

Economic Development Manager Sullivan replied that some funds have been moved around to cover the typical EDA expenses because of the contributions to the COVID program. He noted that some of the programs qualify for CARES Act funding, which will reduce the impact to the EDA budget. He noted that additional discussion will occur on the CARES Act funds later in today's agenda.

Deputy City Administrator Gladhill stated that the City is attempting to be reimbursed for the COVID business programs through the CARES Act. He noted that he will provide additional details in the next case.

Member Heineman asked if there is an untapped group of manufactures that could benefit from the Cohort.

Mayor LeTourneau stated that the number of jobs mentioned includes the opportunity within Anoka County. He confirmed that not all the businesses in Anoka County are a part of the Cohort but stated that all of the activity that the Cohort does, helps to support manufacturing as a whole throughout the County. He stated that the intent is to engage with as many businesses as they can and benefit the community.

Chairperson Steffen asked if the group has been meeting through Zoom meetings.

Mayor LeTourneau confirmed that the group has been meeting through Zoom and has a meeting later this morning that will include a cross section of manufacturers along with representatives from the Department of Labor and the School District. He stated that the discussion today will relate to COVID challenges and how to open businesses back up.

Member Hardin asked the number of communities in Anoka County that are providing funds in a similar manner to Ramsey.

Mayor LeTourneau replied that currently the cities of Anoka and Ramsey contribute funds along with Anoka County. He stated that the Cohort is able to focus on things relative to Anoka and Ramsey because of their contributions.

Motion by Member Burandt, seconded by Member Cords, to recommend to City Council to continue support of the Anoka Area Chamber Manufacture Cohort in 2020 including \$5,000 in funding.

A roll call vote was performed:

Member Heineman	aye
Member Cords	aye
Member Burandt	aye
Member Riley	aye
Member Kuzma	aye
Member Hardin	aye

Chairperson Steffen aye

Motion carried.

4.01: Consider Guidelines for Business Grant Program – Phase 2 COVID-19 Business Assistance Program Using CARES Act Funding Allocation

Economic Development Manager Sullivan presented the staff report.

Deputy City Administrator Gladhill provided background information on the CARES Act and funding received by the State that has been allocated to the City. He provided details on the expenses the City incurred due to COVID that would be eligible for reimbursement. He stated that many communities are allocating ten percent of their funding to use for business grants. He stated that it is possible that a second allocation could be made to the EDA for additional business grants, but that decision would not be made until additional work is done by staff and the Council to determine eligible expenditures. He asked if the EDA would like to do the business grant program and broad parameters for the program that the EDA would like the Council to consider.

Economic Development Manager Sullivan explained that the funding was received by the State and the State completed its own business grant program, noting that the State's program providing funding ability for targeted areas and businesses. He stated that in speaking with staff from Anoka County and other communities, he has been able to gather input and noted that many communities are going to have their own business grant program, similar to this request. He stated that if the City chooses to move forward with the grant program, the City Council has allocated \$200,000 of the CARES Act funding for that purpose.

Chairperson Steffen asked how this \$200,000 would be spent if the grant program was not approved.

Deputy City Administrator Gladhill stated that from an accounting standpoint, when you figure in public safety staffing, the City would have more expenses than the allocation.

Chairperson Steffen confirmed the consensus of the group to move forward with a business grant program.

Member Cords stated that he supports the business grant program and would like to see additional funds available for this purpose. He stated that he does have concerns with how the remaining allocation of \$2,000,000 is going to be spent.

Economic Development Manager Sullivan reviewed some of the different criteria beginning with business size, noting that the typical business size for this type of program seems to be 50 employees or less. He stated that the intent would be to focus on the small businesses that have struggled through the COVID challenges.

Chairperson Steffen confirmed the consensus of the EDA to support that business size of 50 employees or less.

Member Hardin stated that he would recommend that the annual revenue be reviewed to ensure that links together with the number of employees. He stated that if a business has 50 employees, it most likely has an annual revenue over \$2,000,000.

Economic Development Manager Sullivan stated that a cap would not have to be placed on annual revenue. He explained that the intent is to help the small businesses but acknowledged that there was a previous intent expressed by some members of the EDA to attempt to provide assistance to more businesses. He noted that the first round of the business assistance program focused on service businesses that were forced to shutdown for an extended period of time. He stated that this round of funding would be open to any business that has been impacted by COVID.

Chairperson Steffen agreed that it would make sense to keep this broader.

Economic Development Manager Sullivan moved to the question related to business revenue. He explained that the reason a cap is typically used is to ensure that the \$10,000 grant would be meaningful and effective to combat the challenges related to COVID. He stated that in the other programs he reviewed the highest cap he saw was \$3,500,000. He stated that the City has the ability to do whatever it would like, but noted that he has not seen a business grant program without a cap.

Member Hardin asked if there is an idea of the annual revenue of Ramsey businesses.

Economic Development Manager Sullivan stated that he does not have that information. He estimated that perhaps that outside of the top 20 businesses in Ramsey, the employment is around 75 to 100 employees. He noted that staff could look further into that if desired.

Chairperson Steffen asked how a business would document its number of employees or revenue and which a business would be more willing to share.

Economic Development Manager Sullivan stated that local lenders have been charged with assisting the State in the distribution of these funds. He explained that rather than have the City gather this information, a third party could be used to review the applications. He stated that the City could collect the applications and choose 20 using a lottery type system. He noted that application information could then be reviewed by a third party to ensure that the criteria would be met.

Chairperson Steffen stated that there would only be 20 grants available and asked how those recipients would be chosen.

Economic Development Manager Sullivan stated that in the Anoka County program there is a specification that a business that received CARES Act funding would not be eligible for this program. He noted that the City could do something similar to ensure that the funds are being spread to more businesses and that the business has not received CARES Act funding or funding through Anoka County. He stated that staff would determine a method that would randomly select

the 20 businesses. He stated that perhaps 25 applications are sent to the third party for review in the case that some businesses are not eligible.

Member Heineman stated that he would caution against looking at the amount of annual revenue for a business rather than revenue. He stated that a business could have a larger annual revenue but not as large of a profit because of its expenses.

Economic Development Manager Sullivan stated that Ramsey has been charged to get these funds out as soon as possible and therefore it could be difficult to get to that level of analysis. He stated that revenue could be removed from the criteria, if desired.

Member Riley stated that he would agree with removing the revenue criteria as he believes the cap of 50 employees and the proof of harm from COVID would be sufficient.

Member Hardin stated that he would like to have some benchmark if the intent is to help small businesses. He stated that 50 employees would be a fairly good-sized business.

Member Burandt stated that for the purpose of deploying the funds quickly, he would agree with removing the revenue criteria.

Member Kuzma stated that he would also support waiving the revenue criteria. He suggested that perhaps the number of employees is reduced to 30 or less.

Member Hardin confirmed that he would agree with that.

Chairperson Steffen stated that he would also agree with that.

Economic Development Manager Sullivan stated that he would caution against lowering the number of employees too far because of restaurant businesses that have a higher number of employees. He recognized that those employees may not be considered full time.

Chairperson Steffen agreed that most restaurant employees would not be considered full time and therefore that should not impact their ability to apply.

Economic Development Manager Sullivan confirmed the direction from the EDA to use the criteria of 30 full time employees or less and proof of impact from COVID. He reviewed information related to how long a business has been in operation and recommended using a period of one year prior to March 1, 2020.

Chairperson Steffen recommended using one year prior to January 1, 2020.

Economic Development Manager Sullivan stated that applications could either be reviewed to determine whether they meet the criteria, or the applications could be reviewed using a scoring system. He stated that staff would not recommend scoring.

Member Riley stated that he would not support scoring and would want to streamline this process in attempt to distribute the funds more quickly.

Economic Development Manager Sullivan asked if the EDA would like to see a criteria related to compliance with City zoning codes and property utilities and taxes paid through 2019.

Member Hardin commented that he would like to see compliance with ordinances and the zoning code.

Chairperson Steffen asked if that would be something easily reviewable for staff.

Deputy City Administrator Gladhill stated that if the language states compliant with City code and applicable regulations, staff would be able to verify that information.

Economic Development Manager Sullivan stated that most grant programs did not include non-profits and were only open to for profit businesses. He stated that if desired by the EDA, the program could be made open to non-profit organizations. He stated that staff recommends for profit businesses that are registered and in good standing with the Secretary of State.

Chairperson Steffen agreed with the recommendation of staff and confirmed consensus of the EDA.

Economic Development Manager Sullivan stated that staff recommends grants in the amount of \$10,000, which would be in line with Anoka County. He confirmed the consensus of the EDA. He moved to the issue of business location and asked if the EDA would want to ensure that the business is physically located in Ramsey and locally owned. He used the example of a corporately owned restaurant, such as a fast food establishment that could be located in Ramsey but corporately owned.

Member Kuzma stated that he would guess that large corporations would have access to PPP funds and therefore would support restricting the program to locally owned businesses.

Chairperson Steffen agreed.

Member Riley stated that there are Ramsey businesses that are not owned by Ramsey residents.

Chairperson Steffen confirmed that the owner would not need to reside in Ramsey.

Deputy City Administrator Gladhill used the example of a Ramsey resident that owns a business in another community that provides service in Ramsey and asked how that would be considered.

Economic Development Manager Sullivan stated that they want to ensure that the dollars are being spent locally and will not go outside of the community. He stated that perhaps that only applies to restaurants.

Chairperson Steffen stated that a corporately owned business would most likely have more than 30 employees and would therefore not qualify.

Economic Development Manager Sullivan referenced the application period and noted that most cities are using a period of ten days. He explained that once the application is made public, there would be a window of time in which applicants would apply. He suggested using a ten- or 14-day window, noting that the intent is to get the funds out quickly. He stated that he would hope to develop an online application.

Chairperson Steffen stated that he would suggest using a 14-day application window.

Economic Development Manager Sullivan stated that staff recommends not using a scoring system and rather do a random selection of the businesses that applied and are eligible. He stated that the general question would be if the business was impacted by COVID. He stated that they would review revenue from a period of 2019 compared to the same period in 2020. He noted that deeper review would be done after the 20 businesses are selected randomly.

Deputy City Administrator Gladhill stated that underwriting and revenue checks will be done to ensure that the CARES Act requirements are met prior to distribution of funds for those businesses awarded. He confirmed that a more impacted business may not be selected because of a lottery program. He noted that a scoring system would take longer to distribute funds because of the additional work that would be necessary to score the applications.

Chairperson Steffen asked when the revenue would be reviewed to ensure that the business was impacted by COVID.

Economic Development Manager Sullivan explained that the City could use a third-party vendor that would collect and review the information and complete the underwriting in order to ensure that the CARES Act requirements are met.

Member Heineman stated that there are other ways businesses are impacted outside of revenue, such as increased costs for materials, additional cleaning expenses, and expenses related to implementation of social distancing. He stated that it is possible for a business to be impacted outside of revenue.

Deputy City Administrator Gladhill confirmed that direct COVID expenses would be a method of showing a business was impacted.

Economic Development Manager Sullivan stated that the application could go into additional detail related to COVID impacts.

Deputy City Administrator Gladhill suggested that the remaining criteria be reviewed together rather than step by step in order to be more efficient with time.

Member Hardin left the meeting.

Economic Development Manager Sullivan noted that the remaining staff recommendations are included in the case and the Members could simply identify any opposition to those recommendations. He reviewed the suggested application process which would include an online application and the use of CNBC as the third-party agent to review and complete the underwriting for the applications.

Member Riley referenced the criteria related to whether a business has received emergency assistance. He asked if that would exclude a business that received assistance through the first phase of the program.

Economic Development Manager Sullivan stated that the staff recommendation would be not to include that criteria.

Chairperson Steffen agreed as that criteria would make restaurant ineligible for the program.

Member Heineman referenced the criteria that would exclude a business that sells tobacco, vaping or related adult products and asked if that language is related to criteria within the CARES Act.

Economic Development Manager Sullivan stated that if a staff generated recommendation take from many other programs.

Member Heineman stated that he personally does not support tobacco use, but also does not want to have the EDA make that moral decision. The EDA confirmed consensus.

Economic Development Manager Sullivan noted that he would remove those two items that would make a business not eligible as directed by the discussion.

Motion by Member Burandt, seconded by Member Heineman, to recommend establishment of a \$200,000 grant or loan to the City Council with the agreed upon criteria.

A roll call vote was performed:

Member Heineman	aye
Member Cords	aye
Member Burandt	aye
Member Riley	aye
Member Kuzma	aye
Chairperson Steffen	aye

Motion carried.

4.02: Consider CBRE Listing Agreement for City Owned Land

Economic Development Manager Sullivan presented the staff report.

Brian Pankratz, CBRE, provided a brief update on the market and COVID impacts. He stated that housing and industrial continue to be active while retail and office/business tend to be bigger questions because of the impact of COVID.

Motion by Chairperson Steffen, seconded by Member Cords, to recommend to City Council to approve the Listing Agreement with CBRE from August 1, 2020 through January 31, 2021.

A roll call vote was performed:

Member Heineman	aye
Member Cords	aye
Member Burandt	aye
Member Riley	aye
Member Kuzma	aye
Chairperson Steffen	aye

Motion carried.

5. MEMBER / STAFF UPDATE

Economic Development Manager Sullivan stated that planning continues to move forward for Business Appreciation Day and online registration has begun with 40 people signed up. He stated that staff has been working with local partners to respond to a RFI for a business looking for 20+ acres. He thanked the community partners, including Connexus Energy, GRE and DEED, that assisted in answering the RFI. He noted that staff will wait to hear if Ramsey moves to the next level. He stated that 10 businesses have chosen to take advantage of the ad program in the next *Ramsey Resident*. He provided a brief update on the timelines for Cobblestone and Gigi's Salon. He indicated that the closing for Cobblestone would occur by September according the terms of the purchase agreement, whereas Gigi's could occur closer to the end of the year.

6. ADJOURNMENT

Motion by Chairperson Steffen, seconded by Member Riley, to adjourn the meeting.

A roll call vote was performed:

Member Heineman	aye
Member Cords	aye
Member Burandt	aye
Member Riley	aye
Member Kuzma	aye
Chairperson Steffen	aye

Motion carried.

The regular meeting of the Economic Development Authority adjourned at 9:25 a.m.

Respectfully submitted,

Sean Sullivan
Economic Development Manager

ATTEST:

Wendy Schlueter
Economic Development Administrative Assistant

Draft by Amanda Staple
TimeSaver Off Site Secretarial, Inc.

DRAFT

Meeting Date: 07/28/2020

By: Diana Lund, Finance

Information

Title

Adopt Resolution #20-157 Accepting Coronavirus Relief Funds from State of Minnesota and Certifying That it Will Honor All Commitments and Maintain Required Information and Documentation.

and

Adopt Resolution #20-158 Allocating Coronavirus Aid, Relief, and Economic Security Act Funds (Known as CARES Act Funds) to Economic Recovery Activities

and

Adopt Resolution #20-159 Allocating Coronavirus Aid, Relief, and Economic Security Act Funds (Known as CARES Act Funds)

to Local Government Activities.

Purpose/Background:

The City has received \$2,038,029 in CARES Act Funding from the Federal Government through the State of Minnesota in response to the COVID-19 Public Health Emergency. The CARES Act funds are considered Federal Assistance that is subject to Single Audit Requirements.

The CARES Act provides that payments from the Fund may only be used to cover costs that

1. Are necessary expenditures incurred due the the public health emergency with respect to the Coronavirus Disease 2019

(COVID-19).

2. Were not accounted for in the budget most recently approved as of March 27, 2020 (the date of enactment of the CARES

Act) for the City; and

3. Were incurred during the period that begins on March 1, 2020 and ends on November 15, 2020.

The attached resolutions:

#20-157: Accept the CARES Act Funds

#20-158: Allocate \$215,000 of CARES Act Funds to a Business Relief Grant Program

(Acceptance of this Program and Guidelines are outlined in the next agenda item)

#20-159: Allocating \$1,823,029 of Cares Act Funds to the Local Government for expenditures related to:

Reimbursing City staff costs, facility modifications, telework support and other costs. The CARES Act Fund allows local government to reimburse themselves for costs that were not included in the most recent budget that was adopted

or that were budgeted but have been incurred for a substantially different use from what was intended as a result of the

COVID-19 public health emergency. The CARES Act presumes for administrative convenience that the total payroll

costs for public health and public safety employees are payments for services substantially dedicated to mitigating or responding to the COVID--19 public health emergency.

Any adjustments to the cost allocations noted in the attached resolutions related to the Business Relief Grant Program and Local Government expenditures will be made by Resolution at a future City Council meeting.

Notification:

The city received the \$2,038,029 in CARES Act Funding on July 2, 2020.

Observations/Alternatives:

Alternative #1: Accept the CARES Act Funds in the amount of \$2,038,029 and the respective uses of Economic Recovery (Business Relief Grant Program) and Local Government Expenditures.

Alternative#2: Do not Accept the CARES Act Funds in the amount of \$2,038,029.

Funding Source:

CARES Act Funds will be used as detailed in the respective resolutions. Category amounts are subject to change and will be amended when actual expenditures are known. (Prior to November 15, 2020).

Recommendation:

Staff recommends acceptance of the CARES Act Funds and the allocation of said funds.

Action:

Motion to Adopt Resolution #20-157 Accepting Coronavirus Relief Funds from State of Minnesota and Certifying That it Will Honor All Commitments and Maintain Required Information and Documentation.

and

Adopt Resolution #20-158 Allocating Coronavirus Aid, Relief, and Economic Security Act Funds (Known as CARES Act Funds) to Economic Recovery Activities

and

Adopt Resolution #20-159 Allocating Coronavirus Aid, Relief, and Economic Security Act Funds (Known as CARES Act Funds) to Local Government Activities.

Attachments

Reso #20-157: Accept CARES Act Funds

Reso #20-158: CARES Fund Allocation to Economic Recovery (Business Assistance)

Reso #20-159: CARES Act Fund Allocation to Local Government Activities

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	07/23/2020 02:17 PM
Form Started By: Diana Lund		Started On: 07/22/2020 01:41 PM
Final Approval Date: 07/23/2020		

Councilmember introduced the following resolution and moved for its adoption:

CITY COUNCIL RESOLUTION #20-157

RESOLUTION ACCEPTING CORONAVIRUS RELIEF FUNDS FROM THE STATE OF MINNESOTA AND CERTIFYING THAT IT WILL HONOR ALL COMMITMENTS AND MAINTAIN REQUIRED INFORMATION AND DOCUMENTATION

WHEREAS, as a result of the COVID-19 pandemic outbreak in the State of Minnesota and in the City of Ramsey, the residents, businesses and government have suffered and continue to experience significant impacts as a direct result of the pandemic outbreak and the actions required to respond to and mitigate these impacts; and

WHEREAS, The President of the United States declared a national emergency on March 13, 2020 to exist as a result of COVID-19; and

WHEREAS, on March 13, 2020 the Governor of the State of Minnesota declared a State of Peacetime State of Emergency to exist in Minnesota as a result of COVID-19; and

WHEREAS, the Mayor of the City of Ramsey signed a Declaration of Local Emergency in the City of Ramsey on March 17, 2020 which was ratified and consented to by the City Council on March 19, 2020; and

WHEREAS, on April 14, 2020 the Ramsey City Council adopted Resolution #20-076 Consenting to Continue the Local State of Emergency Declared March 17, 2020 to continue in effect until such time as the City Administrator, acting on the advice of the Emergency Management Director, notifies the Mayor and City Council that the State of Emergency is no longer warranted; and

WHEREAS, on March 27, 2020 the President of the United States signed into law the Coronavirus Aid Relief, and Economic Security Act (known as the CARES Act) that was passed by the U.S. Congress in response to the COVID-19 Pandemic Outbreak; and

WHEREAS, the CARES Act included \$339.8 Billion in relief under the COVID-19 pandemic in the United States dedicated for State and Local Governments; and

WHEREAS, on June 25, 2020 the Governor of the State of Minnesota by Executive Order under the current Emergency allowed for the distribution of \$841 million in CARES Act Funds to counties and cities within the State of Minnesota in accordance with the U.S. Treasury Guidance based on a per-capital basis; and

WHEREAS, the City of Ramsey has received \$2,038,029 in CARES Act Funding allocation.

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

- 1) That the Ramsey City Council accepts the CARES Act funding distribution of \$2,038,029 through the State of Minnesota certifying that they will honor the commitments as outlined within the Certification and adhere to the Federal Single Audit guidelines as well as guidelines listed under the CARES Act and Social Security Act Section 601.
- 2) The Ramsey City Council authorizes the Ramsey City Administrator to develop a process for honoring the commitments to the State of Minnesota and allocating the CARES Act funds into two broad categories that include: Local Government and Economic Recovery. Initial allocations into each category shall be established by Resolution with the ability to adjust the allocations across the categories, as needed, by further Resolution.

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

and the following voted against the same:

and the following abstained:

and the following were absent:

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 28th day of July 2020.

Mayor

ATTEST:

City Clerk

Councilmember introduced the following resolution and moved for its adoption:

CITY COUNCIL RESOLUTION #20-158

RESOLUTION ALLOCATING CORONAVIRUS AID, RELIEF, AND ECONOMIC SECURITY ACT FUNDS (KNOWN AS CARES ACT FUNDS) TO ECONOMIC RECOVERY ACTIVITIES

WHEREAS, on March 27, 2020 the President of the United States signed into law the Coronavirus Aid Relief, and Economic Security Act (known as the CARES Act) that was passed by the U.S. Congress in response to the COVID-19 Pandemic Outbreak; and

WHEREAS, the CARES Act included \$339.8 Billion in relief under the COVID-19 pandemic in the United States dedicated for State and Local Governments; and

WHEREAS, on June 25, 2020 the Governor of the State of Minnesota by Executive Order under the current Emergency allowed for the distribution of \$841 million in CARES Act Funds to counties and cities within the State of Minnesota in accordance with the U.S. Treasury Guidance based on a per-capital basis; and

WHEREAS, the City of Ramsey has received \$2,038,029 in CARES Act Funding allocation; and

WHEREAS, on July 28, 2020 the City of Ramsey adopted a Resolution Accepting the CARES Act Funds through the State of Minnesota and established allocations into two broad categories: Local Government and Economic Recovery; and

WHEREAS, the CARES Act allows local governmental units to provide small businesses that meet legal requirements to provide assistance to defray the costs of business or service interruptions incurred by required closures, those businesses that voluntarily closed to promote social distancing measures, or businesses that are affected by decreased customer and service demand as a result of the COVID-19 Public Health Emergency.

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

- 1) That the Ramsey City Council authorizes the allocation of \$215,000 of CARES Act funds to the category of Economic Recovery to be utilized as follows:
 - Business Relief Grant Program \$200,000
 - Administration Costs \$ 15,000

Adjustments to the allocations between categories may be made by Resolution at future City Council Meetings.

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

and the following voted against the same:

and the following abstained:

and the following were absent:

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 28th day of July 2020.

Mayor

ATTEST:

City Clerk

Councilmember introduced the following resolution and moved for its adoption:

CITY COUNCIL RESOLUTION #20-159

RESOLUTION ALLOCATING CORONAVIRUS AID, RELIEF, AND ECONOMIC SECURITY ACT FUNDS (KNOWN AS CARES ACT FUNDS) TO LOCAL GOVERNMENT ACTIVITIES

WHEREAS, on March 27, 2020 the President of the United States signed into law the Coronavirus Aid Relief, and Economic Security Act (known as the CARES Act) that was passed by the U.S. Congress in response to the COVID-19 Pandemic Outbreak; and

WHEREAS, the CARES Act included \$339.8 Billion in relief under the COVID-19 pandemic in the United States dedicated for State and Local Governments; and

WHEREAS, on June 25, 2020 the Governor of the State of Minnesota by Executive Order under the current Emergency allowed for the distribution of \$841 million in CARES Act Funds to counties and cities within the State of Minnesota in accordance with the U.S. Treasury Guidance based on a per-capital basis; and

WHEREAS, the City of Ramsey has received \$2,038,029 in CARES Act Funding allocation; and

WHEREAS, on July 28, 2020 the City of Ramsey adopted a Resolution Accepting the CARES Act Funds through the State of Minnesota and established allocations into two broad categories: Local Government and Economic Recovery; and

WHEREAS, the CARES Act allows local governmental units to reimburse themselves for costs that were not included in the most recent budget that was adopted or that were budgeted but have been incurred for a substantially different use from what was intended as a result of the COVID-19 Public Health Emergency; and

WHEREAS, the CARES Act presumes for administrative convenience that total payroll costs for public health and public safety employees are payments for services substantially dedicated to mitigating or responding to the COVID-19 Public Health Emergency.

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

1) That the Ramsey City Council authorizes the allocation of \$1,823,029 of CARES Act Funds under the category of Local Government as follows:

- Reimburse City staff costs \$1,643,029
- Facility Modifications \$ 100,000
- Telework Support \$ 30,000
- Other Costs \$ 50,000

Adjustments to the allocations between categories may be made by Resolution at future City Council Meetings.

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

and the following voted against the same:

and the following abstained:

and the following were absent:

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 28th day of July 2020.

Mayor

ATTEST:

City Clerk

CC Regular Session

5. 11.

Meeting Date: 07/28/2020

By: Chloe McGuire Brigl, Community
Development

Information

Title

Adopt Resolution #20-160 Approving Abatement of 8050 147th Ave NW

Purpose/Background:

The purpose of this case is to approve an abatement for 8050 147th Ave NW (the "Subject Property"). The Subject Property has vehicles parked on the grass in front of the building, in the street right-of-way, and has a significant number of vehicles in violation of City Code for being inoperable or damaged parked in the rear yard. There is also junk and other nuisance items in the yard of the property.

Notification:

No notification is required, but Staff did send the notice to the Property Owner.

Observations/Alternatives:

Staff has sent three (3) notices of violation dating back to April 2020 to work with the property to gain compliance with City Code. The notices are attached to this case. Staff has spoken to the Property Owner but has not seen improvement on the Subject Property. Staff also spoke to the Property Owner about cleaning up the Subject Property previously but never issued a formal notice of violation. Staff has received numerous complaints about the Subject Property and its appearance.

Staff has attempted to be flexible and understanding of the Property Owner during Covid-19, however after almost three (3) months, Staff believes that an abatement is the best path for the City to gain compliance with City Code standards. The cost of the abatement will be assessed to the property taxes for the Subject Property, and any cars towed from the Subject Property will be at cost of the owner.

Funding Source:

Staff handles all Code Enforcement as part of their regular duties.

Recommendation:

Staff Recommends City Council Adopt Resolution #20-160 Approving Abatement of 8050 147th Ave NW

Action:

Motion to Adopt Resolution #20-160 Approving Abatement of 8050 147th Ave NW

Attachments

[First Notice of Violation](#)

[Second Notice of Violation](#)

[Third Notice of Violation](#)

[Res #20-160](#)

[Site Location Map](#)

Form Review

Inbox

Tim Gladhill

Tim Gladhill

Kurt Ulrich

Form Started By: Chloe McGuire Brigl

Final Approval Date: 07/23/2020

Reviewed By

Chloe McGuire Brigl

Tim Gladhill

Kurt Ulrich

Date

07/22/2020 03:40 PM

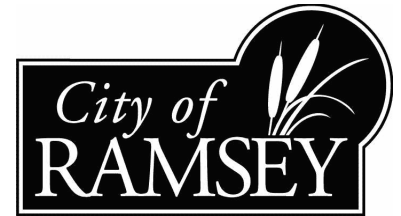
07/23/2020 08:06 AM

07/23/2020 02:12 PM

Started On: 07/22/2020 08:17 AM

STATE OF MINNESOTA
COUNTY OF ANOKA

CITY OF RAMSEY
Code Enforcement Unit



April 9th, 2020

John Leukam
or Current Owner
8050 147th Ave NW
Ramsey MN 55303

-1ST NOTICE OF VIOLATION -

RE: Outdoor Storage and Parking on Unapproved Surfaces in the COR Business District on Anoka County PID #29-32-25-14-0008 (8050 147th Ave NW)

Dear Property Owner:

The City of Ramsey has adopted ordinances that are designed to keep the community safe, healthy and attractive. A recent inspection of the above premises revealed the following violations of the Ramsey City Code as listed below:

- Off-street parking
- Waste, refuse, garbage, construction materials

This violation was previously resolved, but since you are in violation again for the same situation, you have received a citation of \$75. You have **14 days** from the date of this letter to address the following (or you will receive another administrative citation of \$75):

- Off-street parking [Violation of Chapter 30-3]
 - Two construction vehicles parked on the grass near the south edge of the lot.
 - **Remove all inoperable, damaged, or unlicensed (no tabs) vehicles.**
- Waste, refuse, garbage, construction materials [Violation of Chapter 30-3]
 - Various junk in storage under an open shed facing the road.

Please contact me at (763) 576-4314 to schedule a follow up inspection after the violations are corrected (to ensure you are not assessed any charges) or to answer any questions you may have. Staff would like to inspect the property as soon as we are able.

Sincerely,

A handwritten signature in black ink, appearing to read "Brian McCann", is written over a light blue horizontal line.

Brian McCann, Planning Technician
(763) 576-4314 | bmccann@cityoframsey.com
Ramsey Planning Department

City of Ramsey • 7550 Sunwood Dr NW • Ramsey, MN 55303
City Hall (763) 427-1410 • Police Administration (763) 427-6812

STATE OF MINNESOTA
COUNTY OF ANOKA

CITY OF RAMSEY
Code Enforcement Unit

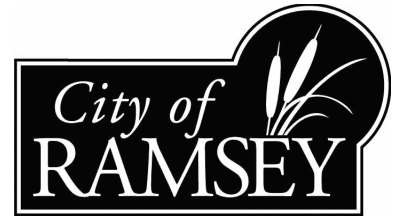


Exhibit 1: Vehicles parked on grass

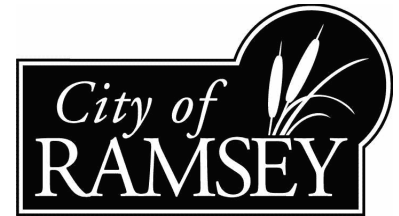


Exhibit 2: Accumulation of junk facing the road



STATE OF MINNESOTA
COUNTY OF ANOKA

CITY OF RAMSEY
Code Enforcement Unit



June 3rd, 2020

John Leukam
or Current Owner
8050 147th Ave NW
Ramsey MN 55303

-2nd NOTICE OF VIOLATION -

RE: Outdoor Storage and Parking on Unapproved Surfaces in the COR Business District on Anoka County PID #29-32-25-14-0008 (8050 147th Ave NW)

Dear Property Owner:

The City of Ramsey has adopted ordinances that are designed to keep the community safe, healthy and attractive. A recent inspection of the above premises revealed the following violations of the Ramsey City Code as listed below:

- Off-street parking
- Waste, refuse, garbage, construction materials

This violation was previously resolved, but since you are in violation again for the same situation, and made no changes after the first citation, you have received a citation of \$250. You have **14 days from the date of this letter to address the following (or you will receive another administrative citation of \$250):**

- Off-street parking [Violation of Chapter 30-3]
 - Multiple vehicles parked on the grass.
 - **Remove or shelter all inoperable, damaged, or unlicensed (no tabs) vehicles.**
- Waste, refuse, garbage, construction materials [Violation of Chapter 30-3]
 - **Remove or shelter various junk in storage under an open shed facing the road.**

Please contact me at (763) 576-4314 to schedule a follow up inspection after the violations are corrected (to ensure you are not assessed any charges) or to answer any questions you may have. Staff would like to inspect the property as soon as we are able.

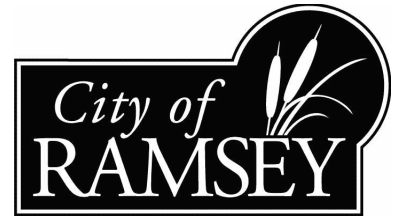
Sincerely,

A handwritten signature in black ink, appearing to read "Brian McCann", is written over a light blue horizontal line.

Brian McCann, Planning Technician
(763) 576-4314 | bmccann@cityoframsey.com
Ramsey Planning Department

STATE OF MINNESOTA
COUNTY OF ANOKA

CITY OF RAMSEY
Code Enforcement Unit



Exhibits 1 and 2: Vehicles parked on grass

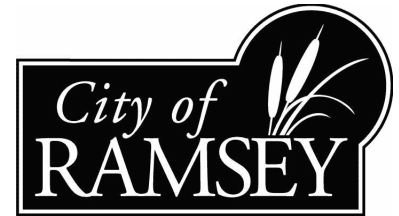


Exhibit 3: Accumulation of junk



STATE OF MINNESOTA
COUNTY OF ANOKA

CITY OF RAMSEY
Code Enforcement Unit



June 10th, 2020

John Leukam
or Current Owner
1471 160th Ln NW
Andover, MN 55304

-3rd NOTICE OF VIOLATION -

RE: Outdoor Storage and Parking on Unapproved Surfaces in the COR Business District on Anoka County PID #29-32-25-14-0008 (8050 147th Ave NW)

Dear Property Owner:

The City of Ramsey has adopted ordinances that are designed to keep the community safe, healthy and attractive. A recent inspection of the above premises revealed the following violations of the Ramsey City Code as listed below:

- Off-street parking
- Waste, refuse, garbage, construction materials

City staff has made previous attempts to contact you for an inspection without a response, including a citation since this is a repeated violation. You have **14 days from the date of this letter to schedule an inspection for the following (or you will receive another \$250 citation):**

- Off-street parking [Violation of Chapter 30-3]
 - Multiple vehicles parked on the grass.
 - **Remove or shelter all inoperable, damaged, or unlicensed (no tabs) vehicles. Vehicles cannot be parked on the grass.**
- Waste, refuse, garbage, construction materials [Violation of Chapter 30-3]
 - **Remove or shelter various junk being stored outside.**

Please contact me at (763) 576-4314 to schedule an inspection after the violations, and to answer any questions you may have. Staff would like to inspect the property as soon as we are able.

Sincerely,

Brian McCann, Planning Technician
(763) 576-4314 | bmccann@cityoframsey.com
Ramsey Planning Department

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

RESOLUTION #20-160

A RESOLUTION APPROVING AN ABATEMENT OF OFF-STREET PARKING VIOLATIONS AND NUISANCE VIOLATIONS AT 8050 147TH LN NW

WHEREAS, 8050 147th Ln NW has an open code enforcement case for multiple violations at the property legally described as follows:

LOT 1 BLK 2 HY-10 RAMSEY SUBJ TO EASE OF REC, ANOKA COUNTY, MINNESOTA

(the “Subject Property”) (PID: 293225140008)

WHEREAS, the violations on the Subject Property include the following:

- a. Violations of City Code Chapter 117, Off-Street Parking Violations and Outdoor Storage; and
- b. Violations of City Code Chapter 30, Public Nuisances; and

WHEREAS, Staff has inspected the Subject Property on April 9, 2020 and June 6, 2020 and July 21, 2020; and

WHEREAS, the City of Ramsey sent notices on April 9, 2020, June 3, 2020, and June 10, 2020; and

WHEREAS, the Subject Property remains out of compliance with City Code standards; and

WHEREAS, the City Council approved abatement of the Subject Property on July 28, 2020.

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

- 1) That the Ramsey City Council approves the following related to the code enforcement case:
 - a. City Staff will do an onsite inspection of the entire site and inventory all items for abatement or removal that are not in compliance with City Code.
 - b. City Staff will hire abatement contractors to complete abatement of items that are not in compliance with City Code.
 - c. City Staff has the authorization to escalate future fines for the Subject Property starting at \$250 for the same violation within one (1) year.

- d. Future violations may be sent an abatement notice immediately or brought to district court.

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:

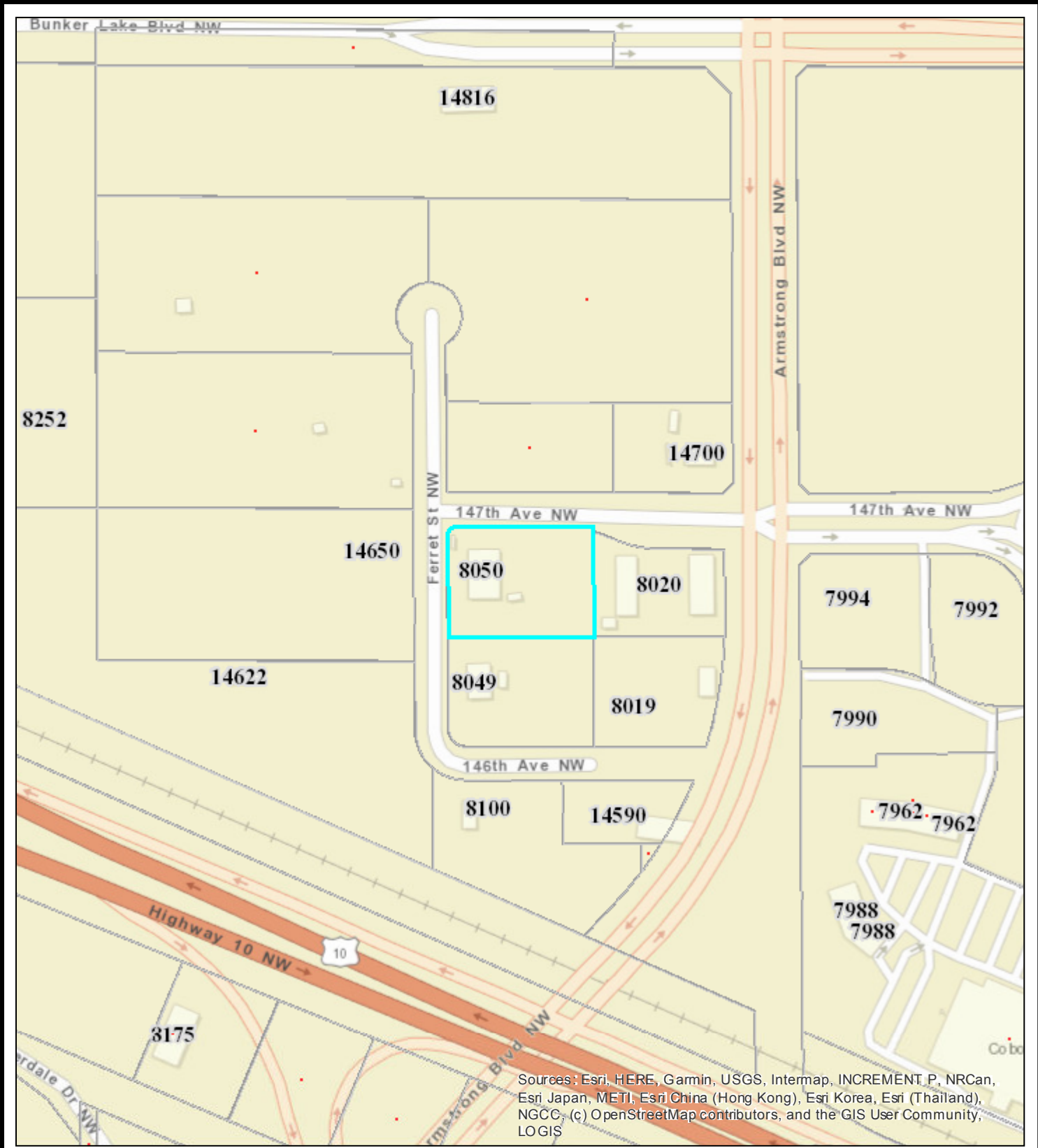
and the following were absent:

whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this 28 day of July, 2020.

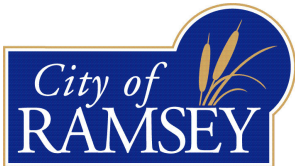
Mayor

ATTEST:

City Clerk





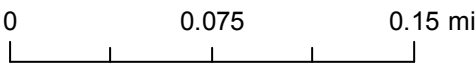
Sources: Esri, HERE, Garmin, USGS, Intermap, INCREMENT P, NRCan, Esri Japan, METI, Esri China (Hong Kong), Esri Korea, Esri (Thailand), NGCC, (c) OpenStreetMap contributors, and the GIS User Community, LOGIS



8050 147th Ave NW

Legend

-  Site
-  Parcels



CC Regular Session

5. 12.

Meeting Date: 07/28/2020

Submitted For: Tim Gladhill, Community Development

By: Tim Gladhill, Community Development

Information

Title

Adopt Resolution #20-161 Approving Grading Agreement for Preserve at Northfork; Case of BK Land Development (Project 19-147)

Purpose/Background:

BK Land Development (Preserve at Northfork, LLC) (the "Applicant") has requested authorization to complete preliminary mass grading on their development site. Preliminary Grading is a standard process that the City allows in anticipation of future development. Approval of a Grading Agreement will allow the Applicant to remove necessary trees and shrubs from the site and then "move dirt" around onsite to create the slopes and grades approved by the City. Grading is an extremely important part of any project to ensure that the project is safe for future owners from flooding, excessive runoff, rain events, etc. The City has allowed preliminary grading on several occasions, most notably the site of the Bunker Lake Industrial Park.

Notification:

Notification is not required.

Observations/Alternatives:

Attached is a standard Grading Agreement for private development. This agreement sets minimum expectations as well as providing a financial security to ensure that the project is completed in accordance with City Code and inspection fees for the Engineering Division to complete inspections throughout the process.

Funding Source:

All costs associated with processing this Application are the responsibility of the Developer (BK Land Development).

Recommendation:

Staff recommends approval of the request.

Action:

Motion to Adopt Resolution 20-161 Approving Grading Agreement for Preserve at Northfork

Attachments

Grading Agreement

Site Location Map

Resolution #20-161

Form Review

Inbox	Reviewed By	Date
Tim Gladhill	Tim Gladhill	07/23/2020 08:23 AM
Tim Gladhill	Tim Gladhill	07/23/2020 02:34 PM

Kurt Ulrich

Kurt Ulrich

07/23/2020 02:46 PM

Form Started By: Eric Maass

Started On: 07/20/2020 09:53 AM

Final Approval Date: 07/23/2020

**CITY OF RAMSEY
GRADING AGREEMENT FOR PRESERVE AT NORTHFORK**

This Agreement (hereinafter the “Agreement”) is dated as of this ____ day of _____, 2020 and is by and between the **CITY OF RAMSEY**, a Minnesota municipal corporation (the “**CITY**”) and **Preserve at Northfork, LLC.**, a Minnesota Corporation (the “**PERMITTEE**”).

Recitals

- A. The **PERMITTEE** is the owner of land legally described on the attached Exhibit A (the “Subject Property”).
- B. The **PERMITTEE** desires to complete preliminary mass grading in advance of Final Plat review.

Agreement

- 1. Recitals. Recitals incorporated. The recitals stated above are hereby incorporated into this Agreement and are made part of this Agreement by reference.
- 2. Conditions of Approval. The **CITY** has approved the Preliminary Plat subject to satisfaction of the following conditions subsequent:
 - a. The **PERMITTEE’S** Execution of this Agreement. That the **PERMITTEE** enter into this Agreement.
 - b. Marketable Title. That the **PERMITTEE** shall provide the **CITY** with proof of marketable title to the Subject Property

either through a currently certified abstract, registered property abstract or title insurance commitment or policy.

- c. Proof of Authority. That the **PERMITTEE** provide proof that the respective governing boards of the **PERMITTEE** have authorized the **PERMITTEE'S** execution of this Agreement. This proof of authority may be satisfied by providing the **CITY** with a certified copy of the minutes of the governing board of each entity which grants such authority.

- 3. The Plans. Grading Plans must be approved by the City Engineer.
- 4. Improvements. The improvements the **PERMITTEE** will construct or install are as follows:
 - a. Preliminary Grading(the "Improvements").
- 5. Improvement Financial Guarantee. The **PERMITTEE** shall provide a financial guarantee to the **CITY** guaranteeing the construction of the Improvements and their timely completion. The **CITY** shall require a financial guarantee in the amount of thirty percent of the grading estimate. The **PERMITTEE** shall be responsible for a financial guarantee in the amount of **\$145,884** which is thirty percent of the \$486,280 grading estimate provided by the **PERMITTEE**.
- 6. Inspection Fees for the Improvements. The **PERMITTEE** shall provide an inspection fee to the **CITY** to inspect the Improvements. The **PERMITTEE** shall be responsible for an inspection fee in the amount of **\$24,314.00** which is five percent of the grading estimate provided by the **PERMITTEE**.
- 7. Installation of the Improvements. The **PERMITTEE** shall obtain all necessary permits from all governmental agencies before commencing construction of the Stage I Improvements. The **PERMITTEE** must provide the **CITY** with copies of all necessary permits from other governmental agencies prior to or when the **PERMITTEE** applies for a building permit to construct improvements on a lot within the Plat. Within thirty (30) days after the completion of the Stage I Improvements, the **PERMITTEE** shall provide the **CITY** with a complete set of reproducible "As Built" plans for the Stage I Improvements.
- 8. Time of Performance for the Improvements. The **PERMITTEE** must complete the Stage I Improvements within one (1) year after the recording of the Final Plat.
- 9. Street Cleaning and Clean Up. The **PERMITTEE** shall clear any soil, earth, or debris from the streets. From time to time, the **CITY** may remove accumulations of soil, earth, and debris from the streets resulting from the construction of the Improvements. It shall be the **PERMITTEE'S** responsibility to pay the costs associated with this necessary street cleaning. Invoices from the **CITY** to the **PERMITTEE** for such costs shall be paid within fifteen (15) days of the date of the invoice.

10. Payment of Development Fees. The **PERMITTEE** acknowledges that the development fees will be required at time of Final Plat.
11. PERMITTEE Defaults. If the **PERMITTEE** defaults in the performance of one or more of the **PERMITTEE'S** obligations under this Contract (most notably temporary and permanent erosion control measures), i) the **CITY** gives the **PERMITTEE** thirty (30) days written notice of the default and ii) the **PERMITTEE** fails to cure the default within said thirty (30), then the **CITY** may pursue any and all remedies available at law or in equity including, but not limited to, the following:
 - a. The **CITY** may, at its option, perform or engage one or more third parties to perform the **PERMITTEE'S** obligations. If, in the reasonable judgment of the **CITY'S** staff, the **PERMITTEE'S** default creates an immediate risk to public health or safety, the **CITY** may perform or engage one or more third parties to perform the work before the **CITY** provides the notice described in the initial paragraph of this Section, but the **CITY** must use commercially reasonable efforts to notify the **PERMITTEE** as promptly as possible that the **CITY** is undertaking to perform the **PERMITTEE'S** obligation or obligations. If the **CITY** performs one or more obligations of the **PERMITTEE**, the **PERMITTEE** must reimburse the **CITY** for any costs or expenses the **CITY** incurs, including costs and expenses for **CITY** staff time, to perform the work within 30 days after the **CITY** notifies the **PERMITTEE**, in writing, of the costs and expenses the **CITY** incurred to perform the work. If the **PERMITTEE** does not reimburse the **CITY** within said 30 day period, the **CITY** may pursue any remedies available to the **CITY** either at law or in equity or, in the alternative, the **CITY** may draw on the financial guaranty the **PERMITTEE** has provided to the **CITY** pursuant to this Agreement to reimburse itself for the expenses the **CITY** incurs to perform the work. This Agreement is a license for the **CITY** to act, and it shall not be necessary for the **CITY** to seek a Court Order for permission to enter the **PERMITTEE** Property. As an alternative to seeking recovery from the **PERMITTEE** or the financial guaranty, the **CITY** may levy special assessments against the **PERMITTEE** Property in accordance with Minnesota Statutes Section 429, and the **PERMITTEE**, for itself and its successors in title, hereby expressly waives any and all substantive and procedural objections or defenses the **PERMITTEE** may have to such special assessments;
 - b. The **CITY** may commence an action in Anoka County District Court to pursue any remedy available to the **CITY** at law or in equity including, but not limited to, injunctive relief;

- c. The **CITY** may refuse to grant building permits for improvements to be constructed on any lots within the Plat until the **PERMITTEE** has cured all of its defaults; and
 - d. The **CITY** may draw upon all or any portion of the financial guaranty the **PERMITTEE** has provided to the **CITY** pursuant to Section 6 and (i) use all or any portion of the proceeds from the financial guaranty to reimburse the **CITY** pursuant to subsection (a) above; (ii) use all or any portion of the proceeds from the financial guaranty to satisfy any judgment the **CITY** obtains against the **PERMITTEE** pursuant to subsection (b) above; (iii) use all or any portion of the proceeds to reimburse the **CITY** pursuant to Section 19 (j) below; and (iv) hold all or any portion of the proceeds for a reasonable time for the future application as described in subsections (i), (ii) and (iii) of this Section 18(d).
12. Haul Route. Truck traffic hauling routes must be approved by the City Engineer.
13. Limits of Construction. The City Engineer shall approve the limits of construction.
14. Miscellaneous.
- a. Invalidity of Any Section. If any portion, section, subsection, sentence, clause, paragraph or phrase of this Agreement is for any reason invalid, such decision shall not affect the validity of the remaining portion of this Agreement.
 - b. Written Amendments Only. The action or inaction of the **CITY** or the **PERMITTEE** shall not constitute a waiver or amendment to the provisions of this Agreement. To be binding, amendments or waivers shall be in writing, signed by the parties, and approved by a resolution of the **CITY** Council. The **CITY'S** or the **PERMITTEE'S** failure to promptly take legal action to enforce this Agreement shall not be a waiver or release.
 - c. Compliance with Laws and Regulations. The **PERMITTEE** represents to the **CITY** that the Plat complies with all **CITY**, County, metropolitan, State, and Federal laws and regulations, including but not limited to: subdivision ordinances, zoning ordinances and environmental regulations. If the **CITY** determines that the Plat does not comply, the **CITY** may, at its option, refuse to allow any construction or development work in the Plat until the **PERMITTEE** does comply. Upon the **CITY'S** demand **PERMITTEE** shall cease work until there is compliance.

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

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

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

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

TO PERMITTEE:

Preserve at Northfork, LLC
Attn: Zach Brown
13311 Arrowood Ln N
Dayton, MN 55327

TO THE CITY:

City of Ramsey
Attn: Deputy City Administrator
7550 Sunwood Drive NW
Ramsey, MN 55303

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

THE CITY:

CITY OF RAMSEY

By: _____
Its: Mayor

By: _____
Its: City Administrator

STATE OF MINNESOTA)
)ss.
COUNTY OF ANOKA)

The forgoing instrument was acknowledged before me on this _____ day of _____ 2020, by John LeTourneau and Kurt Ulrich, the Mayor and the City Administrator of the City of Ramsey, a charter city and municipal corporation organized under the laws of the state of Minnesota on behalf of the City.

Notary Public

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

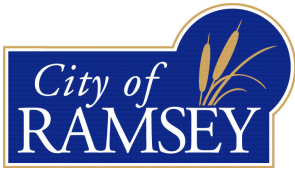
EXHIBIT A

Legal Description of the Subject Property

That part of Outlot C Northfork lying in east half of Section 19, Township 32, Range 25 and lying southerly of the center line of 153rd Avenue NW, except part platted as Northfork Links Addition, except road subject to easement of record, Anoka County, Minnesota



Sources: Esri, HERE, Garmin, USGS, Intermap, INCREMENT P, NRCan, Esri Japan, METI, Esri China (Hong Kong), Esri Korea, Esri (Thailand), NGCC, (c) OpenStreetMap contributors, and the GIS User Community, LOGIS



Site Location Map

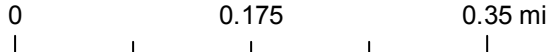
193225410004

Legend

-  Site
-  Parcels



Print Date: November 13, 2019



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

RESOLUTION #20-161

RESOLUTION APPROVING GRADING AGREEMENT FOR THE PRESERVE AT NORTHFORK

WHEREAS, BK Land Development, hereafter referred to as “Developer”, has requested approval from the City to grade the property for the Preserve at Northfork (the “Project”) subdivision prior to final plat approval, on the land legally described as

That part of Outlot C Northfork lying in east half of Section 19, Township 32, Range 25 and lying southerly of the center line of 153rd Avenue NW, except part platted as Northfork Links Addition, except road subject to easement of record, Anoka County, Minnesota

(the ‘Subject Property’); and

WHEREAS, the Subject Property is approximately 33.5 acres in size; and

WHEREAS, the Planning Commission considered the Preliminary Plat for The Preserve at Northfork as well as a request for Rezoning of the Subject Property from Planned Unit Development (PUD) to R-1 Residential (MUSA) District and R-2 Residential (Detached Villa) District at its meeting on May 7th, 2020; and

WHEREAS, the City Council approved the Preliminary Plat and associated zoning amendment at their May 12, 2020 meeting; and

WHEREAS, the Developer has not applied for Final Plat approval but requested approval to clear and grade the site to keep the Project on track; and

WHEREAS, the City has drafted their standard grading agreement which includes a financial surety to ensure the work is completed to City standards; and

WHEREAS, the City Council reviewed and approved the requested on July 28, 2020.

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

1. That the Ramsey City Council hereby grants approval for the preliminary Grading Agreement with the following conditions
 - a. Conformance with Staff Review and approval of plans by the City Engineer.
 - b. Execution of Grading Agreement with approved financial surety by City’s Finance Director and approval of legal form by City Attorney.

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

and the following voted against the same:

and the following abstained:

and the following were absent:

whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this 28th day of July, 2020.

Mayor

ATTEST:

City Clerk

Meeting Date: 07/28/2020

By: Tim Gladhill, Community Development

Information

Title

Adopt Resolution #20-162 Approving Assessment Agreement for Municipal Water and Sanitary Sewer Connection at 6314 Highway 10 NW; Case of Electric Systems of Anoka

Purpose/Background:

Electric Systems of Anoka desires to connect to municipal water supply and sanitary sewer. The existing septic system has failed and there are no viable alternatives for replacement. Trunk Fees for this connection are \$21,533. Electric Systems of Anoka desires to pay \$10,000 up front and assess the remaining \$11,533. This is acceptable under current policies and regulations.

Notification:

Notification is not required.

Observations/Alternatives:

In order to allow the assessment, the Owner must enter into an Assessment Agreement and waive any rights to appeal the assessment. The assessed amount will be spread over ten (10) years and will be charged interest (2% plus the US Prime Rate). The draft Assessment Agreement is attached.

Final approvals are contingent upon approval by the Finance Director.

Funding Source:

The Applicant is responsible for all costs associated with processing the request.

Recommendation:

Staff recommends approval of the Assessment Agreement for 6314 Highway 10 NW.

Action:

Motion to adopt the resolution #20-162 approving the Assessment Agreement for 6314 Highway 10 NW.

Attachments

DRAFT Assessment Agreement

Resolution #20-162

Construction Plans

Form Review

Inbox

Kurt Ulrich

Form Started By: Tim Gladhill

Final Approval Date: 07/23/2020

Reviewed By

Kurt Ulrich

Date

07/23/2020 04:45 PM

Started On: 07/20/2020 08:21 PM

(reserved for recording)

ASSESSMENT AGREEMENT

THIS ASSESSMENT AGREEMENT (this “Agreement”) is made this ____ day of _____, 2020, by and between the **City of Ramsey**, Minnesota, a Minnesota municipal corporation (“City”), **Electric Systems of Anoka, Inc.**, a Minnesota limited liability company (“Owner”).

Recitals

- A. Owner is the owner of fee title to the Property, as defined in Exhibit A, attached hereto.
- B. The Owner desires to levy municipal water and sanitary sewer trunk fees against the Property.
- C. The City is willing to levy said trunk fees without certain notices or hearings, provided that assurances and covenants stated below are made by the Owners to ensure that the City will have valid and collectable special assessments as they relate to the Property.
- D. Were it not for the assurances and covenants provided in this Agreement, the City would not levy the trunk fees and is doing so solely at the behest, and for the benefit, of the Owners.

Agreement

In consideration of the recitals stated above, the mutual promises and agreements set forth below, and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged by the parties, the parties hereby agree as follows:

1. Recitals Incorporated. The recitals stated above are hereby incorporated into this Agreement and made a part of this Agreement by reference.
2. Petition. The Owners hereby petition the City for construction of the Improvement Project.
3. Authority.
 - a. Owners represents and warrants that it is the owner of 100 percent of the Property as described in Exhibit A, that it has full legal authority to encumber the Property as provided in this Agreement, and that as of the date of this Agreement, it has fee simple absolute title in the Property, which is not subject to any liens, interests or encumbrances,.
4. Waiver of Hearings. The Owners waive notice of hearing and hearing pursuant to Minn. Stat. section 429.031, on the Improvement Project, notice of hearing and hearing on the special assessments levied to finance the Improvement Project pursuant to Minn. Stat. section 429.061, and any notice of hearing or procedure specified under the City Charter, and specifically requests that the Improvement Project be constructed and special assessments be levied against the Property without hearings.
5. Waiver of Appeal or Reapportionment. Owner waives the right to appeal the levy of the special assessments pursuant to Minn. Stat. section 429.081, , and further specifically agrees with respect to such special assessments that:
 - a. Any requirements of Minn. Stat. chapter 429 or the City Charter with which the City does not comply are hereby waived;
 - b. The increase in fair market value of its portion of the Property resulting from construction of the Improvement Project will be at least equal to the cost of the Improvement Project as set forth herein, and that such increase in fair market value is a special benefit to the Property;
 - c. Assessment of the above-specified cost of the Improvement Project against its portion of the Property is reasonable, fair and equitable and there are no other properties against which such cost should be assessed.
6. No Deferral. Each Owner represents and warrants that its portion of the Property is not so classified for tax purposes as to result in deferral of the obligation to pay special assessments, and Owner agrees that it will take no action to secure such tax status of its portion of the Property during the term of this Agreement.
7. Assessment. The Owners request that \$11,533 be levied against the Property.

8. Payment of Assessment. [To be completed by Finance Director] The fixed interest rate applied to the Assessment shall be set at the five (5) year U.S. Treasury rate on the date of this agreement plus 2 percent. The owner of any property so assessed may, at any time prior to certification of the assessment or the first installment thereof to the county auditor, pay the whole of the assessment on such property, with interest accrued to the date of payment, to the municipal treasurer, except that no interest shall be charged if the entire assessment is paid within 30 days from the adoption thereof. The owner may at any time prior to November 15 of any year, prepay to the treasurer of the municipality having levied said assessments, the whole assessment remaining due. Assessments levied against any parcel shall be paid in full upon transfer of ownership.

9. Collateral. Owner shall furnish the City with an irrevocable letter of credit equal to 40% of the assessments made against the Property. This letter of credit will remain in place until all assessment payments are made. The City shall immediately draw on this letter of credit in the event Owner defaults on making any assessment payments. TThis letter of credit shall adhere to the City's Finance Department minimum standards and must be approved by the City's Finance Director. This letter of credit is separate from the letter of credit that will be required by the City through the City's standard platting and development agreement processes.

10. Successors and Assigns. The covenants, waivers and agreements contained in this Agreement shall bind the successors and assigns of each Owner and shall run with such Owner's portion of the Property and bind all its successors in interest. It is the intent of the parties hereto that this Agreement be in a form that is recordable in the land records of Anoka County, Minnesota, and they agree to make any changes in this Agreement that may be necessary to effect the recording of this Agreement against the title to the Property.

11. Termination. This Agreement shall terminate upon the final payment of all special assessments levied against that portion of the Property from the Improvement Project. The City shall then execute and deliver such documents, in recordable form, as are necessary to extinguish its rights hereunder.

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

(left blank intentionally; signature pages and appendix to follow)

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 and Kurtis G. Ulrich, the Mayor and City Administrator, respectively, of City of Ramsey, a Minnesota municipal corporation pursuant to the authority granted by its City Council.

Notary Public

Electric Systems of Anoka, Inc.

By: _____
Its: _____

STATE OF MINNESOTA)
) SS.
COUNTY OF _____)

On this _____ day of _____, 2020, before me a Notary Public within and for said County, personally _____, to me personally known, who each by me duly sworn, did say that they are the _____ of Electric Systems of Anoka, Inc., a limited liability corporation under the laws of the State of Minnesota, acknowledged said instrument to be the free act and deed of said corporation.

Notary Public

Exhibit A
Legal Description

THAT PRT OF LOT 5 AUD SUB NO 96 LYG NLY OF A LINE PRL/W & 33 FT NLY OF FOL
DESC LINE "A" & LYG SLY OF FOL DESC LINE: COM AT MEANDER COR OF W LINE OF SEC
35 T32 R25, 620.5 FT S OF W 1/4 COR THEREOF (A SSD BRG OF W LINE OF SD SEC BEING N &
S), TH S 55 DEG

Exhibit B
Trunk Fee Amounts, Assessment Amount and Assessment Roll

Total Trunk Fee Amount	\$21,533.00
Lump Sum Payment	\$10,000.00
Assessment Amount	\$11,533.00

Assessment Roll - to be completed by Finance Director

2021	
2021	
2022	
2022	
2023	
2023	
2024	
2024	
2025	
2025	
2026	
2026	
2027	
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2030	
2031	
2031	

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

RESOLUTION #20-162

**RESOLUTION APPROVING ASSESSMENT AGREEMENT FOR 6314 HIGHWAY 10
NW**

WHEREAS, Electric Systems of Anoka desires to connect to municipal water supply and sanitary sewer and assess a portion of the trunk fee costs to the property; and

WHEREAS, the City is willing to levy a portion of these costs to the property.

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

- 1) The City Council hereby approves the assessment of \$11,533.00 plus interest as laid out in the draft Assessment Agreement, contingent upon the Owner entering into said Assessment Agreement.

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

and the following voted against the same:

and the following abstained:

and the following were absent:

whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this 28th day of July, 2020.

Mayor

ATTEST:

City Clerk

Installation in accordance with
2015 Minnesota Plumbing Code
CITY ENGINEERS ASSOCIATION OF MINNESOTA
STANDARD SPECIFICATIONS

2600 Trench Excavation and Backfill/Surface
Restoration
2611 Watermain and Service Line Installation
2621 Sanitary Sewer and Storm Sewer
Installation

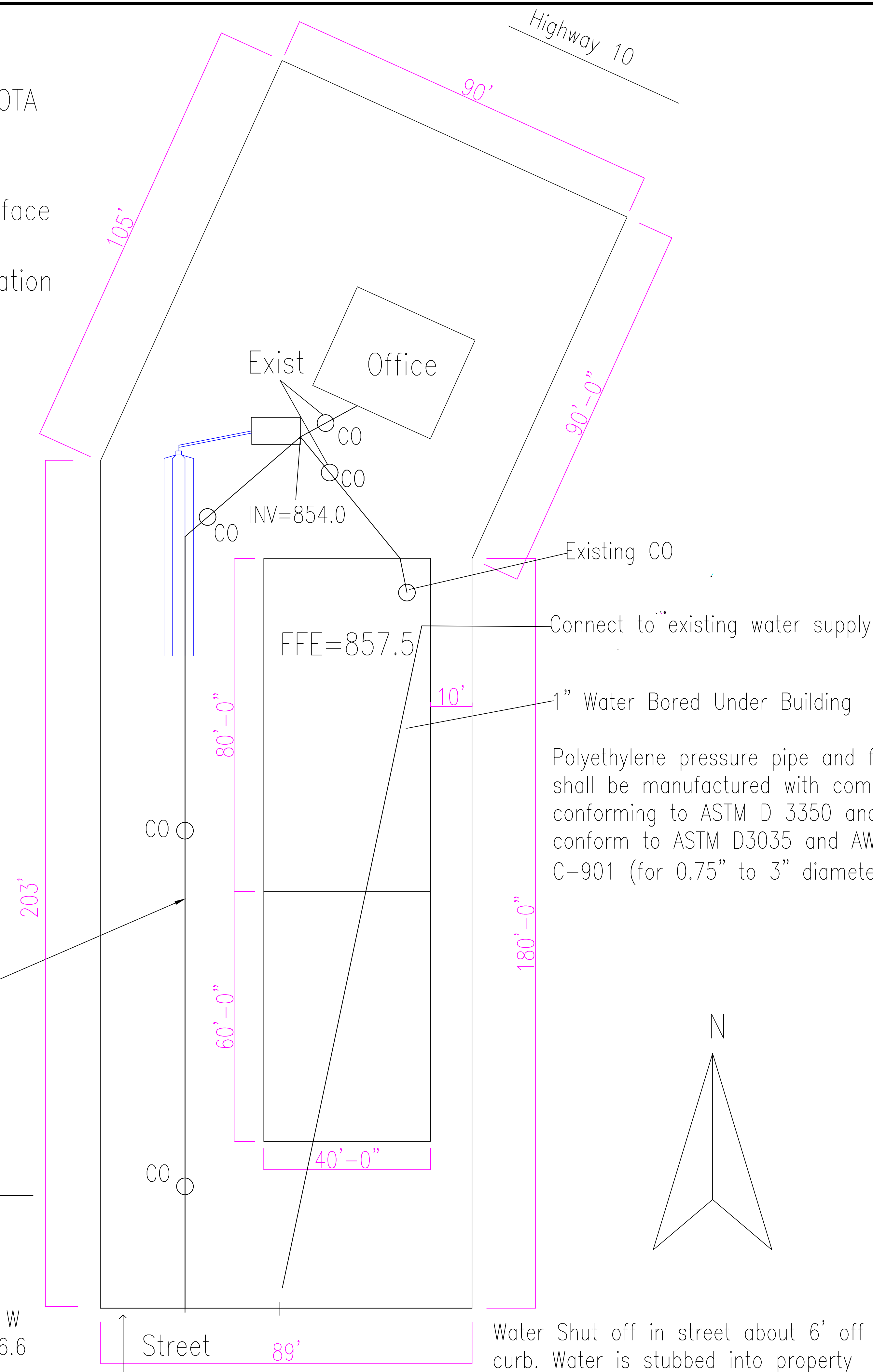
Legal
THAT PART OF LOT 5 AND SUB NO 96 LYING NLY OF A LINE PARALLEL WITH &
33 FT NLY OF FOL DESC LINE "A" & LYING SLY OF FOL DESC LINE:
COM AT MEANDER COR OF W LINE OF SEC 35 T32 R25, 620.5 FT S
OF W 1/4 COR THEREOF (A SSD BRG OF W LINE OF SD SEC BEING N
& S), TH S 55 DEG 12 MIN E 375.4 FT, TH S 68 DEG 17 MIN E
106 FT, TH N PARALLEL SD W LINE 731 FT TO POB, TH N 24 DEG 21
MIN E 105.6 FT TO S LINE OF T H NO 10 & THERE TERM; LINE
"A" IS DESC AS FOL: COM AT INTER OF W LINE OF SD SEC 35 WITH
SLY R/W LINE OF T H NO 10, TH N 65 DEG 24 MIN 49 SEC W ALG
SD R/W LINE 20.01 FT, TH S 6 DEG 54 MIN 28 SEC W 111.12 FT,
TH SLY ALG A TAN CUR CONC TO E, HAV A RAD OF 240.84 FT & A
CEN ANG OF 23 DEG 27 MIN 24 SEC, 98.60 FT, TH S 16 DEG 32
MIN 56 SEC E, TAN TO SD CUR, 50 FT, TH SLY ALG A TAN CUR
CONC TO W, HAV A RAD OF 225.15 FT & A CEN ANG OF 46 DEG 43
MIN 12 SEC, 183.59 FT, TH S 30 DEG 10 MIN 16 SEC W 32.76 FT,
TH SLY ALG A NON TAN CUR, CONC TO NE, HAV A CHORD BRG S 75
DEG 21 MIN 01 SEC E, A RAD OF 513.97 FT & A CEN ANG OF 31
DEG 02 MIN 34 SEC, 278.47 FT, TH N 89 DEG 07 MIN 42 SEC E,
TAN TO SD CUR, 97.20 FT TO POB, TH N 89 DEG 07 MIN 42 SEC E
284.80 FT, TH ELY ALG A TAN CUR CONC TO S, HAV A RAD OF
423.34 FT & A CEN ANG OF 20 DEG 05 MIN 34 SEC, 148.46 FT, TH
N 70 DEG 46 MIN 44 SEC W 226.22 FT TO NWLY LINE OF TUNGSTEN
ST & THERE TERM; SUBJ TO EASE OF REC

4" HDPE SDR 17 sewer line Directional
Bored.

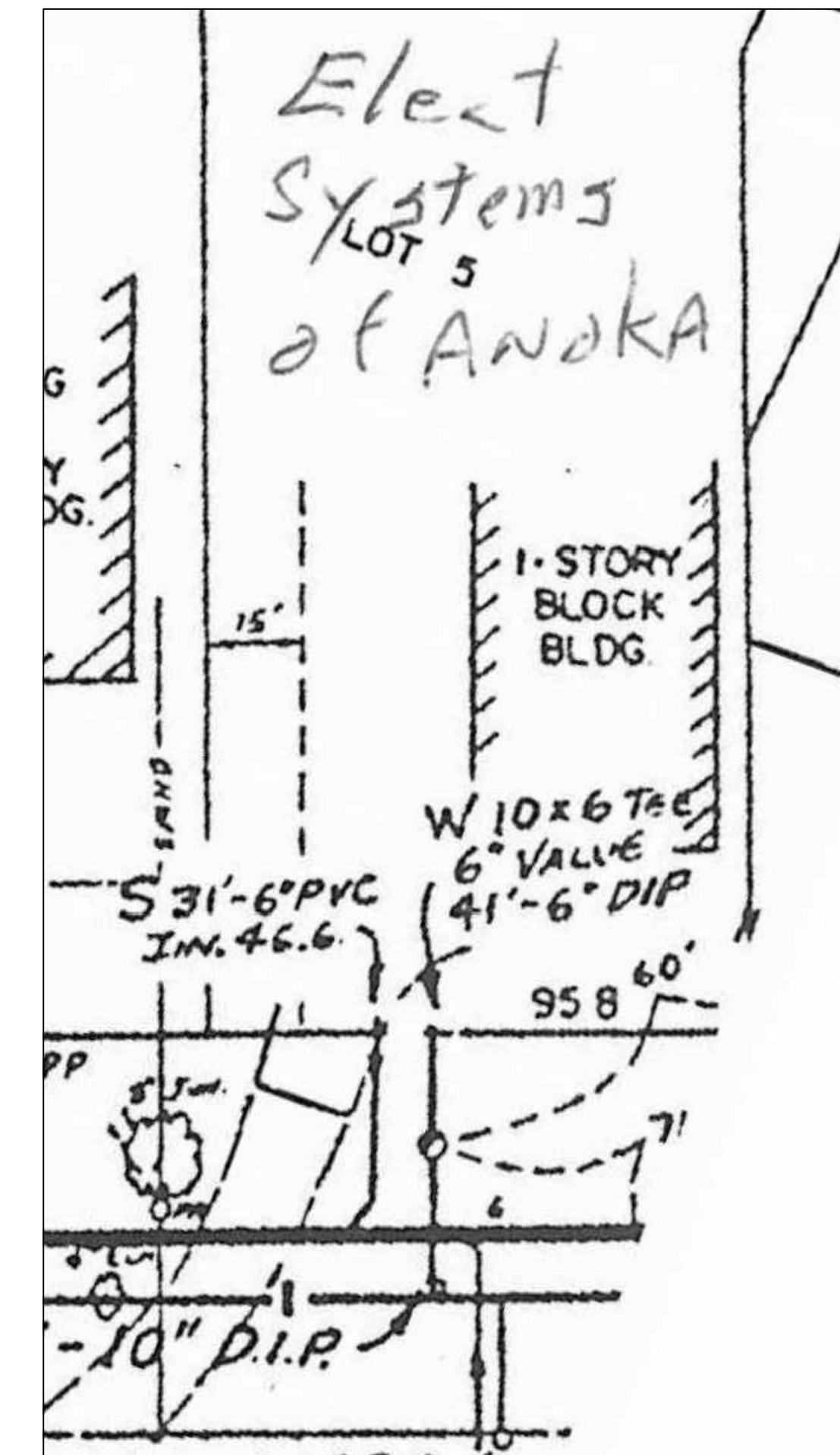
Minimum slope of 1/4" / foot.
All connections Sch 40 PVC
Maximum 90' between CO

1 **Site Plan**
C1 Scale: 1"=15'

Sewer Sub 31'-6" from W
property line for INV=846.6



Water Shut off in street about 6' off
curb. Water is stubbed into property



Project Title
**Sewer & Water
Hookup**

Address
**Electric Systems
of Anoka
6314 Hwy 10 W
Anoka, MN**
Contact
Terry Lehn
Phone
763-421-6846



Commission Number 18-029 Date 04/20/20
Drawn KB Checked WB
**Becklin & Whitney
Consulting Engineers, Inc.**
139 1st Ave. E, Suite 100
P.O. Box 471
Cambridge, MN 55008
Phone: (763) 689-5631
Fax: (763) 552-5631

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

William A. Becklin
William A. Becklin, P.E.
DATE: May 26, 2020 LIC. NO. 18494

Sheet Name
SITE PLAN

Sheet
C1
Paper Size: 24x36

Meeting Date: 07/28/2020

By: Chloe McGuire Brigl, Community
Development

Information

Title:

PUBLIC HEARING: Consider Multiple Items Related to Garden View Preliminary Plat; (Project 19-136)

Purpose/Background:

The purpose of this case is to review a Preliminary Plat Application for Garden View (formerly Garden View Villas) by DC Ramsey LLC (The "Applicant") for a 12 acre piece of land north of 147th Ln NW and east of Center Street at PID 25-32-25-12-0067 (the "Subject Property"). The Subject Property is zoned R-2 and the Applicant has proposed eighteen (18) homes within the Detached Villa (50 foot wide) lot width designation. The proposed homes would each have individual driveways onto 147th Ln NW.

Notification:

City Staff attempted to notify all property owners within 700 feet of the Subject Property of the request by U.S. Mail as reflected by Anoka County Property Records.

Observations/Alternatives:

Summary

The Applicant has proposed eighteen (18) homes with individual driveways onto 147th Lane NW. The R-2 Residential District allows for attached townhomes or detached villas with lot widths of 50 feet. The preliminary plat appears to meet the general requirements of the R-2 Residential District. The net density of the project is approximately 5.7 units per acre when factoring only the development area and not the outlot for future development. Based on original neighborhood concerns from the existing residential to the north, Staff is supportive of locating the homes along 147th and leaving a larger outlot to the North of the homes.

The outlot to the North of the proposed lots could be developed in the future. If it comes forward in the future, it will need to be rerouted through the City's processes at time of application (e.g. Sketch Plan, Preliminary Plat, Final Plat). The area to the north may also be an opportunity to expand the existing wetland onsite, which the City and Applicant are exploring.

The proposed preliminary plat requires to no change to zoning, the City's Comprehensive Plan, or any variances from our standards.

Previous Proposal

The Planning Commission is familiar with this site as in early 2020, the Applicant submitted a Sketch Plan for Detached Villas on the Subject Property. The previously proposed project had additional units, and an internal private road running east-west through the Subject Property. The homes were on either side of the proposed road, which did not leave adequate space for Density Transitioning as required by City Code. This project is now being treated as a more traditional detached single family home project, just on smaller lots (50 foot wide lots).

Platting Process

1. Sketch Plan - Complete
2. Preliminary Plat - Engineering documents, formal public hearing, if approved, the project has entitlement (we are here)
3. Final Plat - Construction documents and legal agreements, only heard by City Council

Vacation

The Applicant has requested a vacation of the road right-of-way at the northeast corner of the intersection of Town Center Drive (Center Street) and 147th Ln NW. The corner of right-of-way is unneeded at the intersection and Staff is supportive of cleaning up excess right-of-way, which the City maintains, and instead platting is as a portion of a new home's lot for this proposal. It is standard that when right-of-way is vacated, it is returned to the adjacent property owner(s). This is a standard process and good planning practice.

Funding Source:

The Applicant is responsible for all costs associated with review.

Recommendation:

Planning Commission recommended approval of the project at their July 9, 2020 meeting.

Action:

Motion to adopt Resolution #20-002 Approving the Preliminary Plat for Garden View and introduce Ordinance #20-16 Vacating Right-of-Way

Attachments

[Site Location Map](#)

[Plans](#)

[Narrative](#)

[Resolution 20-002](#)

[Ordinance #20-16](#)

Form Review**Inbox**

Tim Gladhill

Kurt Ulrich

Form Started By: Chloe McGuire Brigl

Final Approval Date: 07/23/2020

Reviewed By

Tim Gladhill

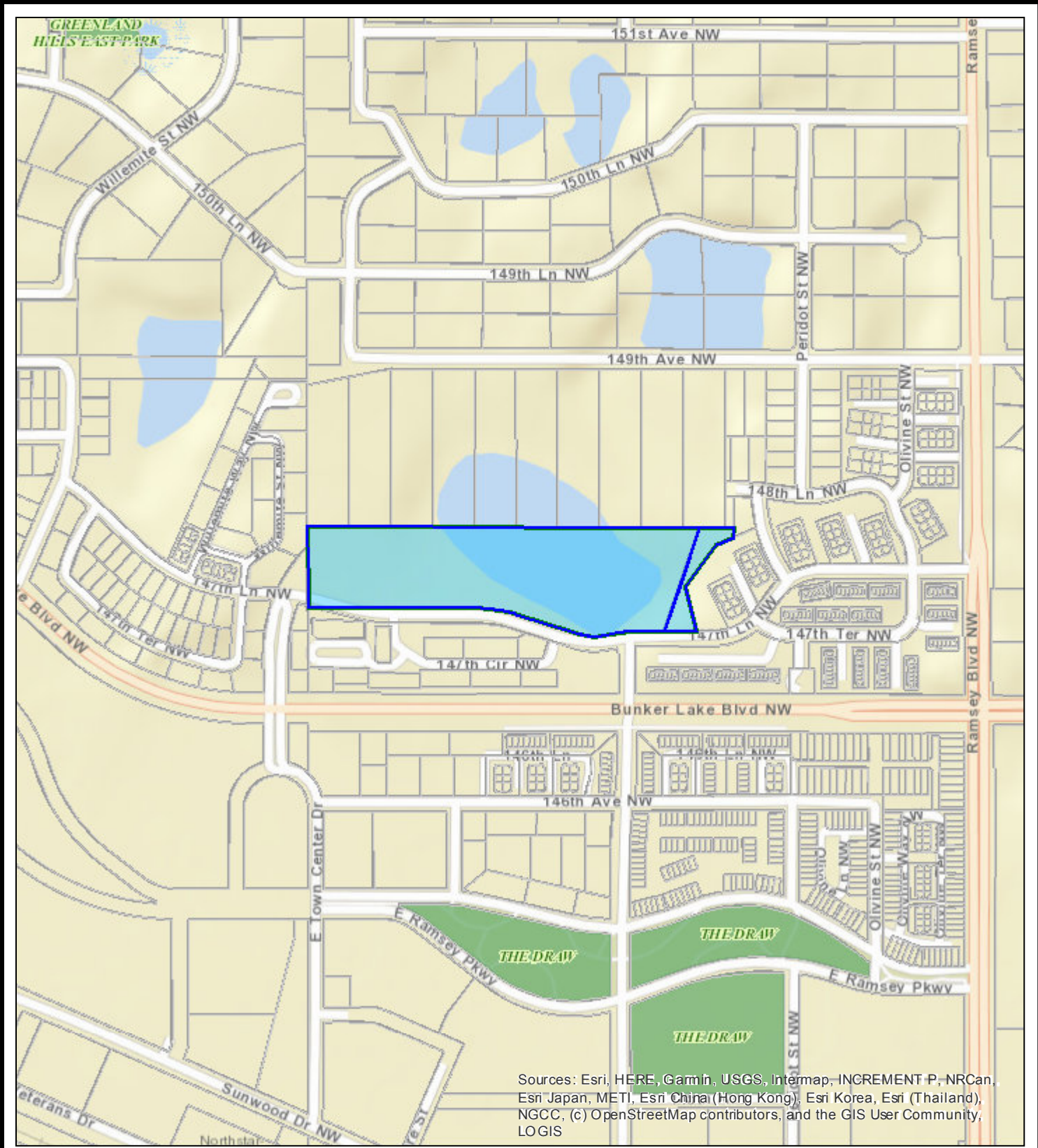
Kurt Ulrich

Date

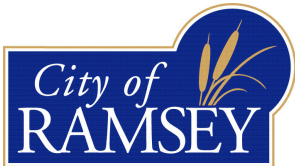
07/23/2020 08:26 AM

07/23/2020 01:23 PM

Started On: 07/14/2020 10:54 AM



Sources: Esri, HERE, Garmin, USGS, Intermap, INCREMENT P, NRCan, Esri Japan, METI, Esri China (Hong Kong), Esri Korea, Esri (Thailand), NGCC, (c) OpenStreetMap contributors, and the GIS User Community, LOGIS



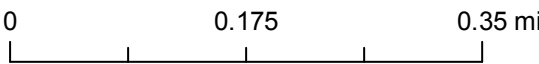
Site Location Map

Legend

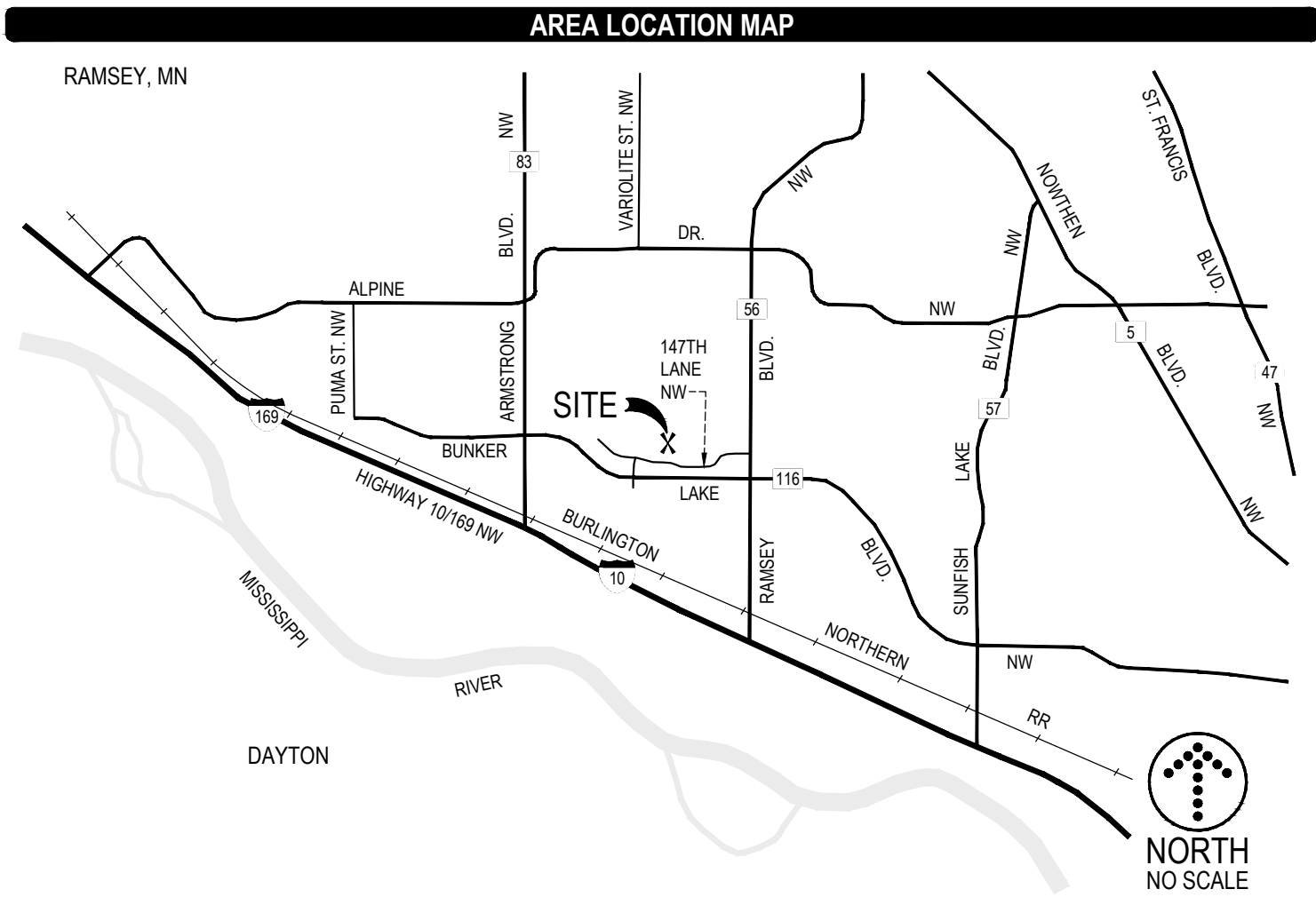
-  Site
-  Parcels



Print Date: September 13, 2019







GARDEN VIEW

RAMSEY, MINNESOTA

DEVELOPER
DC RAMSEY, LLC
 105 S. 5TH AVE. STE 513
 Minneapolis, MN 55401

MUNICIPALITY

ABBREVIATIONS	
D	Angle
&	And
@	100 Year Flood Elevation
100 YR.	100 Year Flood Elevation
A.B.	Anchor Bolt
A.D.	Area Drain
A/C	Air Conditioning Unit
ADD.	Addendum
ADDL.	Additional
ADJ.	Adjacent / Adjust
AHU	Air Handling Unit
ALT.	Alternate
ALUM.	Aluminum
ANOD.	Anodized
APPROX.	Approximate
ARCH	Architect / Architectural
AUTO.	Automatic
AVG.	Average
B.C.	Back of Curb
B/W	Bottom of Wall
BFE	Basement Floor Elevation
BIT	Bituminous (Asphaltic)
BLDG	Building
BM	Benchmark
BSMT.	Basement
C.F.	Cubic Feet
C.F.S.	Cubic Feet Per Second
C.G.	Corner Guard
C.J.	Control Joint
C.L.	Centerline
C.M.U.	Concrete Masonry Unit
C.O.	Cleanout
C.O.E.	U.S. Army Corps Of Engineers
C.Y.	Cubic Yards
CB	Catch Basin
CBMH	Catch Basin Manhole
CEM	Cement
CIP	Cast Iron Pipe
COMP	Corrugated Metal Pipe
CONC.	Concrete (Portland)
CONN.	Connection
CONST.	Construction
CONT.	Continuous
CONTR.	Contractor
COP.	Copper
CU	Cubic
D.S.	Down Spout
DEG.	Degree
DEMO.	Demolition / Demolish
DEPT.	Department
DET.	Detail
DIA.	Diameter
DIAG.	Diagonal
DIM.	Dimension
DIP	Ductile Iron Pipe
DN	Down
DWG.	Drawing
E.	East
E.J.	Expansion Joint
E.O.	Emergency Overflow
E.O.S.	Emergency Overflow Swale
E.W.	Each Way
E.A.	Elevation
ELEC.	Electrical
ELEV.	Elevation
EMER.	Emergency
ENGR.	Engineer
ENTR.	Entrance
EQ.	Equal
EQUIP.	Equipment
EQUIV.	Equivalent
EXIST.	Existing
EXP.	Expansion
F & I	Furnish and Install
F.O.	Furnished by Others
F.C.	Face of Curb
F.D.	Floor Drain
F.D.C.	Fire Department Connection
F.V.	Field Verify
FB	Full Basement
FBWO	Full Basement Walk Out
FBLO	Full Basement Look Out
FDN.	Foundation
FES	Flared End Section
FIE	Finished Floor Elevation
FLR	Floor
FT. OR ()	Foot
FUT.	Future
G.B.	Grade Break
G.C.	General Contractor
GAL.	Gallon
GALV.	Galvanized
GFE	Garage Floor Elevation
GL	Glass
GR.	Grade
H.	Height
H.P.	High Point
HDPE	High Density Polyethylene Pipe
HGT.	Height
HORIZ.	Horizontal
HVAC	Heating, Ventilation, Air Conditioning
HYD	Hydrant
I.D.	Inside Dimension OR Identification
I.E. or IE	Invert Elevation
IN. OR ()	Inches
INFO.	Information
INL.	Inlet Elevation
INSUL.	Insulation
INV.	Invert Elevation
JT.	Joint
L.F.	Linear Feet
L.P.	Low Point / Liquid Petroleum
LB.	Pound
LGU	Local Government Unit
LB.	Pound
LT.	Longitudinal
LT.	Light / Lighting
MAINT.	Maintenance
MAS.	Masonry
MATL.	Material
MAX.	Maximum
MECH.	Mechanical
MED.	Medium
MFR.	Manufacturer
MH	Manhole
MIN.	Minimum / Minute
MISC.	Miscellaneous
MNDOT	Minnesota Department Of Transportation
MOD.	Module / Modular
MUL.	Mulch
N.	North
N.I.C.	Not In Contract
NO. OR #	Number
NOM	Nominal
NTS	Not to Scale
NWE	Normal Water Elevation
NWL	Normal Water Level
O.F.	On Center
O.G.	Outside Dimension
O.H.	Overhead Electric
OH.	Overhead
OHWL	Ordinary High Water Level
OPNG.	Opening
ORIG.	Original
P.C.	U.S. Army Corps Of Engineers
P.C.	Point of Curvature
P.I.	Point of Intersection
P.I.V.	Post Indicator Valve
P.I. OR P.I.L.	Property Line
P.O.B.	Point of Beginning
P.S.F.	Pounds Per Square Foot
P.S.I.	Pounds Per Square Inch
P.T.	Point of Tangency
P.V.C.	Poly Vinyl Chloride
P.V.I.	Point of Vertical Intersection
P.V.T.	Point of Vertical Tangency
PE	Polyethylene
PE.D.	Pedestal / Pedestrian
PERF.	Perforated
PREP.	Preparation
PROJ.	Project
PROP.	Proposed
PVC	Poly Vinyl Chloride (Piping)
PVMT.	Pavement
QTR.	Quarter
QTY.	Quantity
R	Radius
RAD.	Radius
RE	Rim Elevation (Casting)
R.D.	Roof Drain
R.E.	Remove Existing
R.O.	Rough Opening
R.P.	Radius Point
RC	Reinforced Concrete Pipe
R.S.	Rough Slab
RSD	Roof Storm Drain
RE.	Regarding
REINF.	Reinforced
REQD	Required
REV.	Revision / Revised
RGU	Regulatory Government Unit
ROW OR RW	Right of Way
S	South
S.F.	Square Feet
SAN.	Sanitary Sewer
SECT.	Section
SE	Split Entry / Side Exit
SEWO	Split Entry Walk Out / Side Exit Walk Out
SHT.	Sheet
SIM.	Similar
SLNT.	Sealant
SPEC.	Specification
SQ.	Square
SSD	Subsurface drain
STMH	Storm Sewer Manhole
STD.	Standard
STRUCT.	Structural
SYM.	Symmetrical
T	Thickness
T/R	Top of Rim
T/W	Top of Wall
TEMP.	Temporary
THK.	Thick / Thickness
T.J.	Tooled Joint
TNH	Top Nut Hydrant
TYP.	Typical
U.N.O.	Unless Noted Otherwise
V.B.	Vapor Barrier
V.C.	Vertical Curve
V.I.F.	Verify In Field
VER.	Verify
VER.	Vertical
VEST.	Vestibule
W	Width
W.P.T.	Working Point
W.W.F.	Welded Wire Fabric
W	With
W/O	Without
WO	Walk Out
WETL.	Wetland
WP	Waterproof
WETL	Weight
YD.	Yard
YR.	Year

SYMBOLS	
EXISTING	NEW
MAJOR CONTOUR	MAJOR CONTOUR
MINOR CONTOUR	MINOR CONTOUR
SPOT ELEVATION	SPOT ELEVATION
BUILDING	BUILDING
CANOPY / OVERHANG	CANOPY / OVERHANG
CONCRETE	CONCRETE
BITUMINOUS	UNDERGROUND STRUCTURE
LANDSCAPING	CONCRETE
GRAVEL	CONCRETE CURB
PAVING BLOCK	EDGE OF PAVEMENT
PAVING BLOCK	FENCING
STORM SEWER LINE	GUARD RAIL
SANITARY SEWER LINE	CONCRETE RETAINING WALL
WATER MAIN	MODULAR RETAINING WALL
OVERHEAD ELECTRIC	FIELDSTONE RETAINING WALL
UNDERGROUND TELEPHONE	EXIT LOCATION
UNDERGROUND FIBER OPTIC	LIGHT STANDARD
UNDERGROUND ELECTRIC	POWER POLE
GAS LINE	SLOPE DIRECTION
CONCRETE CURB	CATCH BASIN
FENCING	MANHOLE
RETAINING WALL	BOLLARD
SET 1/2" X 14" IRON PIPE	STORM SEWER
IRON MONUMENT FOUND	SANITARY SEWER-WASTE
POWERPOLE	FORCE MAIN
GUY WIRE	ROOF DRAIN SYSTEM
GUARD POST	WATERMAIN
GAS METER	FIRE LINE (IF SEPARATE)
TRANSFORMER	FIRE DEPT. CONNECTION
WATER SHUT-OFF VALVE	SOIL SUBDRAIN
TRAFFIC SIGN	GAS LINE-UNDERGROUND
FLAG POLE	ELECTRIC-UNDERGROUND
LIGHT POLE	TELEPHONE-UNDERGROUND
TREES	UNDERGROUND CABLETV
TREE LINE	LAWN SPRINKLER SLEEVE
MANHOLE	
CATCH BASIN	
FIRE HYDRANT	
WATER VALVE	
FLARED END SECTION	
MAILBOX	
NOTE NUMBER	
MEASURED DISTANCE	
DISTANCE PER RECORDED PLAT	
SOIL BORING	

EROSION CONTROL SYMBOLS	
SYMBOL	DESCRIPTION
[Symbol]	SILT FENCE
[Symbol]	COMPOST/BIO LOG
[Symbol]	INLET PROTECTION
[Symbol]	EROSION CONTROL BLANKET

DRAWING SYMBOLS	
SYMBOL	DESCRIPTION
[Symbol]	NOTE REFERENCE
[Symbol]	PARKING STALL COUNT
[Symbol]	LARGE SHEET DETAIL
[Symbol]	COORDINATE POINT
[Symbol]	REVISION - ADDENDUM, BULLETIN, ETC.
[Symbol]	REVISED AREA (THIS ISSUE)

LEGAL DESCRIPTION
 Outlot E and D, Town Center Gardens Third Addition, Anoka County, Minnesota.
 Abstract Property.
BENCHMARK
 MnDOT Name: HYATT MNDT NGS Name: HYATT County: ANOKA, MN
 Monument Type: CONCRETE MONUMENT (CAST-IN-PLACE) Disk Type: HORIZONTAL CONTROL DISK
 Elevation: 878.97 (NAVD88)
 Description: (1995) Stamping: HYATT 1974
 4.5 MILES NORTHWEST OF ANOKA, 4.0 MILES NORTHWEST ALONG TRUNK HIGHWAY 10/TRUNK HIGHWAY 169 FROM THE JUNCTION OF TRUNK HIGHWAY 10/TRUNK HIGHWAY 169 AND TRUNK HIGHWAY 47 IN ANOKA, AT TRUNK HIGHWAY 10 MILEPOINT 220.4, 0.2 MILE SOUTHEAST OF COUNTY ROAD 83 (ARMSTRONG BOULEVARD), 45.7 FEET NORTHEAST OF THE NORTH RAIL OF A RAILROAD, 16.02 FEET SOUTHWEST OF HYATT MNDT RM 1, 20.64 FEET SOUTHEAST OF HYATT MNDT RM 2, 1.9 FEET SOUTHWEST OF A WITNESS POST.

CERTIFICATIONS
 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 LANDSCAPE ARCHITECT UNDER THE LAWS OF THE STATE OF MINNESOTA (SHEETS L2.1 - L7.1).
 JOSHUA K. POPEHN
 LICENSE NUMBER 44803 DATE: 30 JUNE 2020

OWNER
DC RAMSEY, LLC
 105 S. 5TH AVE. STE 513
 MINNEAPOLIS, MN 55401
 TEL 612-252-9070
 CONTACT: DARREN LAZAN

PROJECT CONTACTS

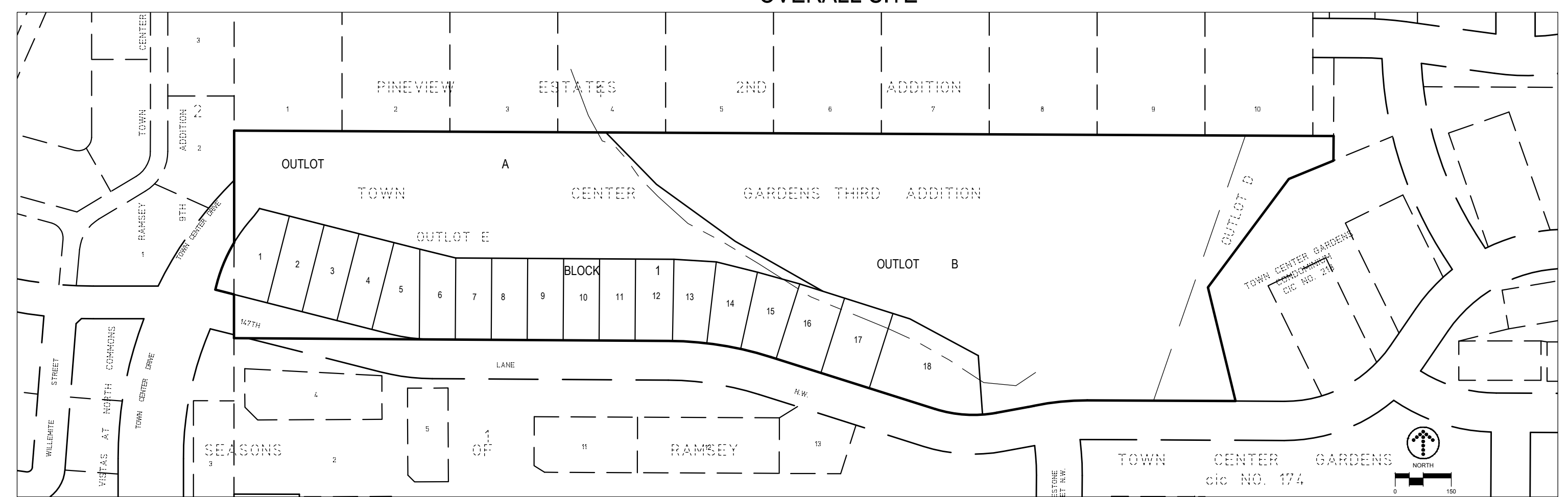
CIVIL ENGINEER LANDFORM	SURVEYOR LANDFORM
105 SOUTH FIFTH AVENUE, SUITE 513 MINNEAPOLIS, MN 55401 TEL 612-252-9070 CONTACT: RANDY HEDLUND	105 SOUTH FIFTH AVENUE, SUITE 513 MINNEAPOLIS, MN 55401 TEL 612-252-9070 CONTACT: LYNN CASWELL

LANDSCAPE ARCHITECT LANDFORM
 105 SOUTH FIFTH AVENUE, SUITE 513
 MINNEAPOLIS, MN 55401
 TEL 612-252-9070
 CONTACT: JOSHUA POPEHN

CIVIL / LANDSCAPE SHEET INDEX & REVISION MATRIX

SHEETS ISSUED BY DATE	DATE	DESCRIPTION
	04.29.20	
	05.15.20	
	05.30.20	
C0.1		TITLE SHEET X X X
C0.2		PRELIMINARY PLAT X X X
C1.1		EXISTING CONDITIONS & TREE DEMOLITION X X X
C2.1		SITE PLAN X X X
C3.1		GRADING, DRAINAGE, PAVING & EROSION CONTROL X X X
C3.2		MINNESOTA SWPPP X X X
C4.1		UTILITY & EX. UTILITY/PAVEMENT/DEMO & REPLACEMENT PLAN X X X
C7.1		CIVIL CONSTRUCTION DETAILS X X X
C7.2		CIVIL CONSTRUCTION DETAILS X X X
L7.1		TREE PRESERVATION PLAN X X X

CERTIFICATIONS
 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 (SHEETS C0.1 - C7.2).
 RANDALL C. HEDLUND, P.E.
 LICENSE NUMBER 19576 DATE: 30 JUNE 2020



PROJECT
GARDEN VIEW
 RAMSEY, MINNESOTA

ISSUE / REVISION HISTORY

DATE	ISSUE / REVISION	REVIEW
04 MAY 2020	Preliminary Plat	RCH
15 MAY 2020	Preliminary Plat	RCH
24 JUNE 2020	Revisions Per City Comments	RCH

CERTIFICATION

PRELIMINARY NOT FOR CONSTRUCTION

PRELIMINARY PLAT
 06.24.2020

LANDFORM
 From Site to Finish

105 South Fifth Avenue Tel: 612-252-9070
 Suite 513 Fax: 612-252-9077
 Minneapolis, MN 55401 Web: landform.net

FILE NAME: C001LDP007.dwg
 PROJECT NO.: LDP19007

TITLE SHEET
C0.1

SHEET NO. 1/10
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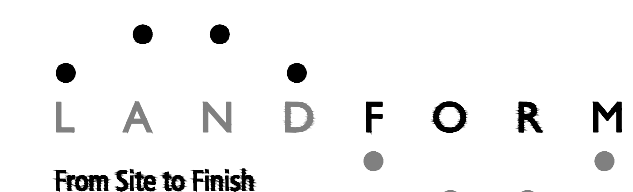


DATE	ISSUE / REVISION	REVIEW
04 MAY 2020	Preliminary Plat	RCH
15 MAY 2020	Preliminary Plat	RCH
30 JUNE 2020	Revisions Per City Comments	RCH

I hereby certify that this plan 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.

Randall C. Hedrick
Licenses
Signatures shall be a digital or original. Not applicable to this plan on file at Landform Professional Services, LLC.

PRELIMINARY PLAT
06.30.2020



105 South Fifth Avenue
Suite 513
Minneapolis, MN 55401

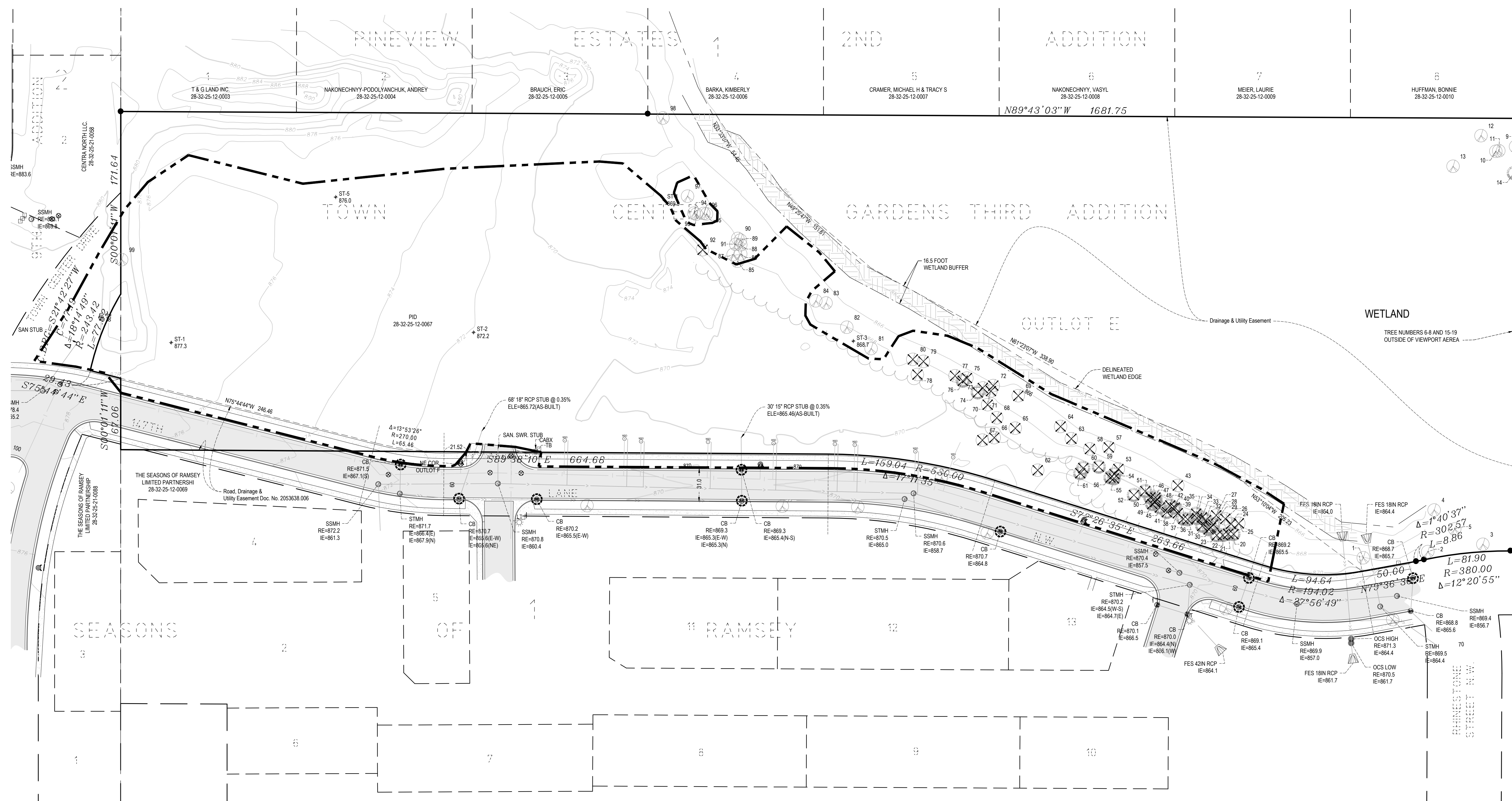
FILE NAME: C101LDP007.dwg

PROJECT NO.: LDP19007

EXISTING CONDITIONS & TREE DEMOLITION

C1.1

SHEET NO. 3/10



LEGAL DESCRIPTION

Outlots D and E, TOWN CENTER GARDENS THIRD ADDITION, Anoka County, Minnesota.

And

That part of 14th Lane as dedicated in the plat of SEASONS OF RAMSEY, of record in the office of the Anoka County Recorder, Anoka County, Minnesota and that part of Town Center Drive as dedicated in the plat of RAMSEY TOWN CENTER 8TH ADDITION, of record in the office of the Anoka County Recorder, Anoka County, Minnesota, described as follows: Commencing at the northeast corner of Lot 1, Block 1, said SEASONS OF RAMSEY, thence North 0 degrees 01 minutes 11 seconds East, on an assumed bearing along the east line of said RAMSEY TOWN CENTER 8TH ADDITION, a distance of 61.90 to the Point of Beginning, thence continuing North 0 degrees 01 minutes 11 seconds East, along said east line, a distance of 77.43 feet, thence southerly a distance of 77.52 feet along a non-tangential curve, concave to the southeast, having a central angle of 18 degrees 14 minutes 49 seconds, a radius of 243.42 feet and a chord that bears South 21 degrees 42 minutes 27 seconds West to an intersection with a line lying 60.00 feet northerly of and parallel with the northerly line of said Lot 1; thence South 75 degrees 44 minutes 44 seconds East, along said parallel line, a distance of 29.43 feet to the Point of Beginning.

(Abstract property)

EXISTING CONDITIONS

- BACKGROUND INFORMATION SHOWN IS FROM SURVEY BY LANDFORM PROFESSIONAL SERVICES, MINNEAPOLIS, MN, IN AUGUST, 2019, EXPRESSLY FOR THIS PROJECT; CITY OF RAMSEY, MINNESOTA RECORD DRAWINGS; AND UTILITY SERVICE PROVIDERS. LANDFORM OFFERS NO WARRANTY, EXPRESSED OR WRITTEN, FOR INFORMATION PROVIDED BY OTHERS. EXISTING PROJECT CONDITIONS SHALL BE VERIFIED PRIOR TO BEGINNING CONSTRUCTION. ERRORS, INCONSISTENCIES, OR OMISSIONS DISCOVERED SHALL BE REPORTED TO THE ENGINEER IMMEDIATELY.
- GEOTECHNICAL BORING LOCATIONS ARE APPROXIMATE AND ARE BASED ON INFORMATION PROVIDED IN THE GEOTECHNICAL REPORT PREPARED BY INDEPENDENT TESTING TECHNOLOGIES, WAITE PARK, MINNESOTA, IN SEPTEMBER, 2019.
- WETLAND DELINEATED BY KJOLHAUG ENVIRONMENTAL SERVICES COMPANY, INC. ON OCTOBER 7TH, 2019.
- SEE SHEET L2.1 FOR TREE INVENTORY.

DEMOLITION AND CLEARING NOTES

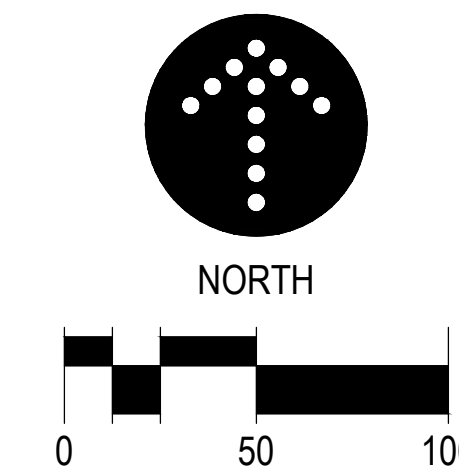
- OBTAIN PERMITS FOR DEMOLITION, CLEARING, AND DISPOSAL PRIOR TO BEGINNING.
- CONTACT UTILITY SERVICE PROVIDERS FOR FIELD LOCATION OF SERVICES 72 HOURS PRIOR TO BEGINNING DEMOLITION AND CLEARING.
- SEE SHEET C3.1 FOR EROSION PREVENTION AND SEDIMENT CONTROL MEASURES THAT MUST BE IN PLACE PRIOR TO DISTURBANCES TO SITE.
- REFER LANDSCAPE PLAN FOR ADDITIONAL INFORMATION.
- HAUL DEMOLITION DEBRIS OFF-SITE TO A FACILITY APPROVED BY REGULATORY AUTHORITIES FOR THE HANDLING OF DEMOLITION DEBRIS, UNLESS NOTED OTHERWISE.
- SEE SHEET C4.1 FOR UTILITY AND PAVEMENT DEMOLITION AND REPLACEMENT.

SITE SYMBOLS/LEGEND

EXISTING	DESCRIPTION	EXISTING	DESCRIPTION
	BUILDING		MANHOLE
	CONCRETE SURFACE		CATCH BASIN
	BITUMINOUS SURFACE		FLARED END SECTION
	GRAVEL SURFACE		FIRE HYDRANT
	WETLAND		WATER VALVE/CURB STOP
	CONCRETE CURB		WELL
	PEDESTRIAN RAMP		GUY WIRE
	FENCING		POWERPOLE
	STORM SEWER		TRANSFORMER
	SANITARY SEWER		AIR CONDITIONER
	WATER MAIN		UTILITY BOX (TV, TEL, ELEC)
	UNDERGROUND GAS MAIN		HAND-HOLE
	UNDERGROUND TELEPHONE		TRAFFIC SIGN
	OVERHEAD TELEPHONE		12" x 14" IRON PIPE MONUMENT WITH PLASTIC CAP #48176 SET
	UNDERGROUND ELECTRIC		CAST IRON MONUMENT FOUND
	OVERHEAD ELECTRIC		IRON MONUMENT FOUND
	UNDERGROUND FIBER OPTIC		PLAT EASEMENT
	UNDERGROUND CABLE TV		TITLE ITEM NUMBER
			BEARING & DISTANCE PER PLAT OR DEED

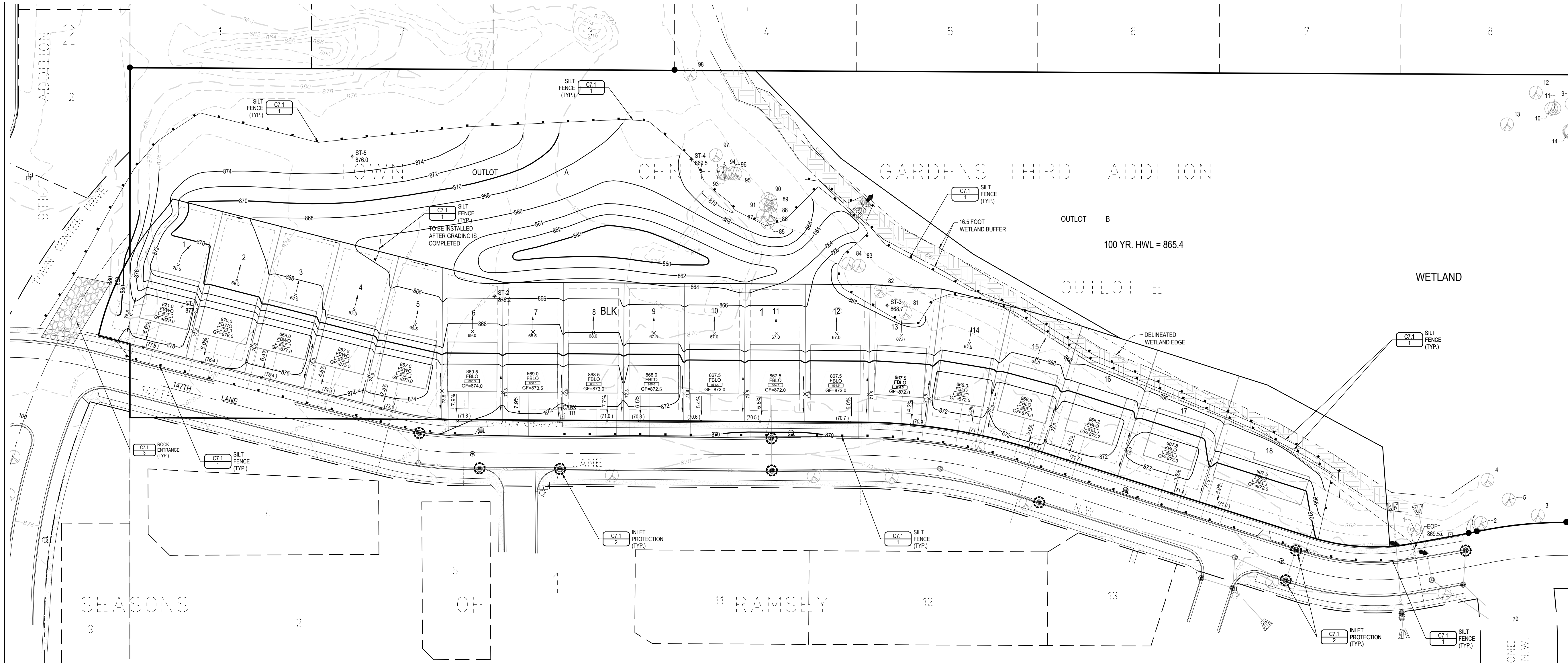
LEGEND

	:TREE REMOVAL
	:SOIL BORING
	:CONSTRUCTION LIMITS





DATE	ISSUE / REVISION	REVIEW
04 MAY 2020	Preliminary Plat	RCH
15 MAY 2020	Preliminary Plat	RCH
30 JUNE 2020	Revisions Per City Comments	RCH



GENERAL NOTES

- For construction staking and surveying services contact Landform at 612.252.9070.

EROSION PREVENTION AND SEDIMENT CONTROL NOTES

- Install perimeter sediment controls prior to beginning work and maintain for duration of construction. Remove controls after areas contributing runoff are permanently stabilized and dispose of off site.
- Limit soil disturbance to the grading limits shown. Schedule operations to minimize length of exposure of disturbed areas.
- Management practices shown are the minimum requirement. Install and maintain additional controls as work proceeds to prevent erosion and control sediment carried by wind or water.
- Refer to SWPPP Notes on Sheet C3.2 for additional requirements.
- All exposed soil areas must be stabilized within 14 days of completion of work in each area.
- Seed, Sod, Mulch and Fertilizer shall meet the following Specifications, as modified.

Item	Specification Number	Estimated Quantities
Sod	MNDOT 3878	
Seed	MNDOT 3876	
	MN Type 21-111 @ 100 lb./ac. - Temporary Erosion Control - Temporary Erosion Control, May 1 - Jul 31	
	MN Type 21-112 @ 100 lb./ac. - Temporary Erosion Control - Temporary Erosion Control, Aug 1 - Oct 31	
	MN Type 25-151 @ 120 lb./ac. - Permanent Turf	
Mulch	MNDOT 3882 (MNDOT Type 1 @ 2 ton/ac., Disc Anchored)	
Fertilizer General Placement	MNDOT 3881 (MNDOT 2575)	
- See Landscape Sheets for permanent turf and landscape establishment.
- Scrape adjacent streets clean daily and sweep clean weekly.

LEGEND

SYMBOL	DESCRIPTION	ESTIMATED QUANTITY
	Inlet Protection	9 ea.
	Silt Fence	3,970 ft.
	Vehicle Tracking Pad	1 ea.
	ENKAMAT 7010 OR EQUAL	250 Sq. Ft.

NPDES AREA SUMMARY

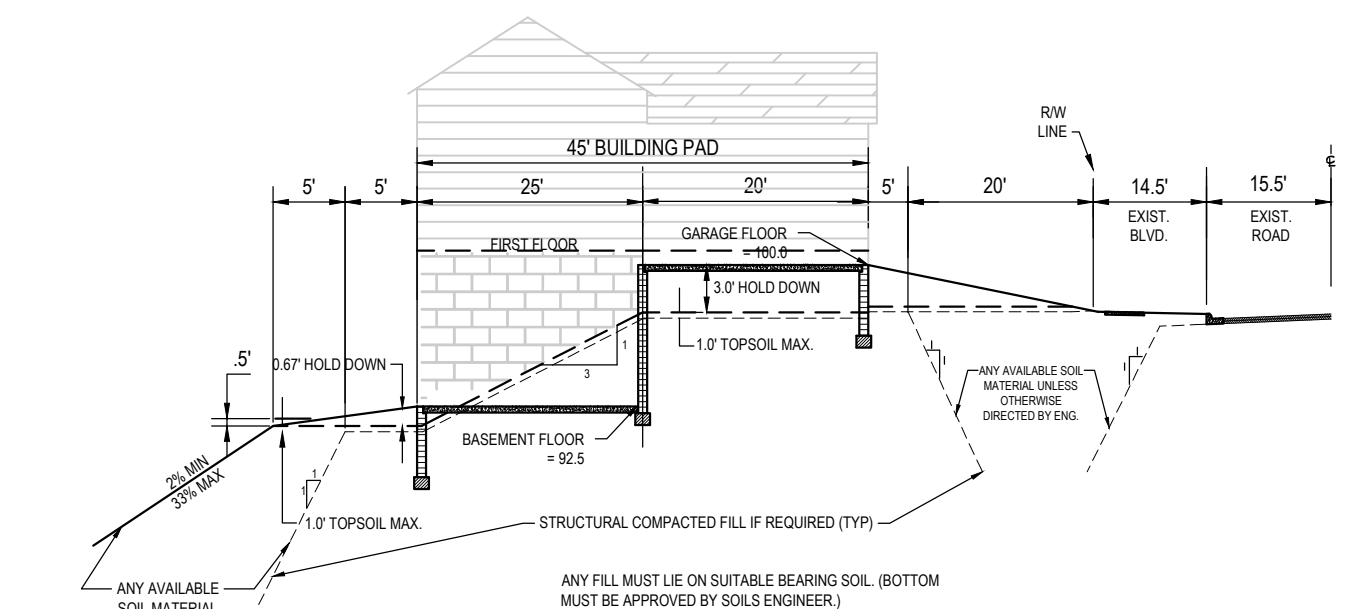
	EXISTING	PROPOSED	ULTIMATE
PERVIOUS	12.63 ACRES	11.60 ACRES	11.60 ACRES
IMPERVIOUS	0.15 ACRES	1.18 ACRES	1.18 ACRES
TOTAL	12.78 ACRES	12.78 ACRES	12.78 ACRES

GRADING NOTES

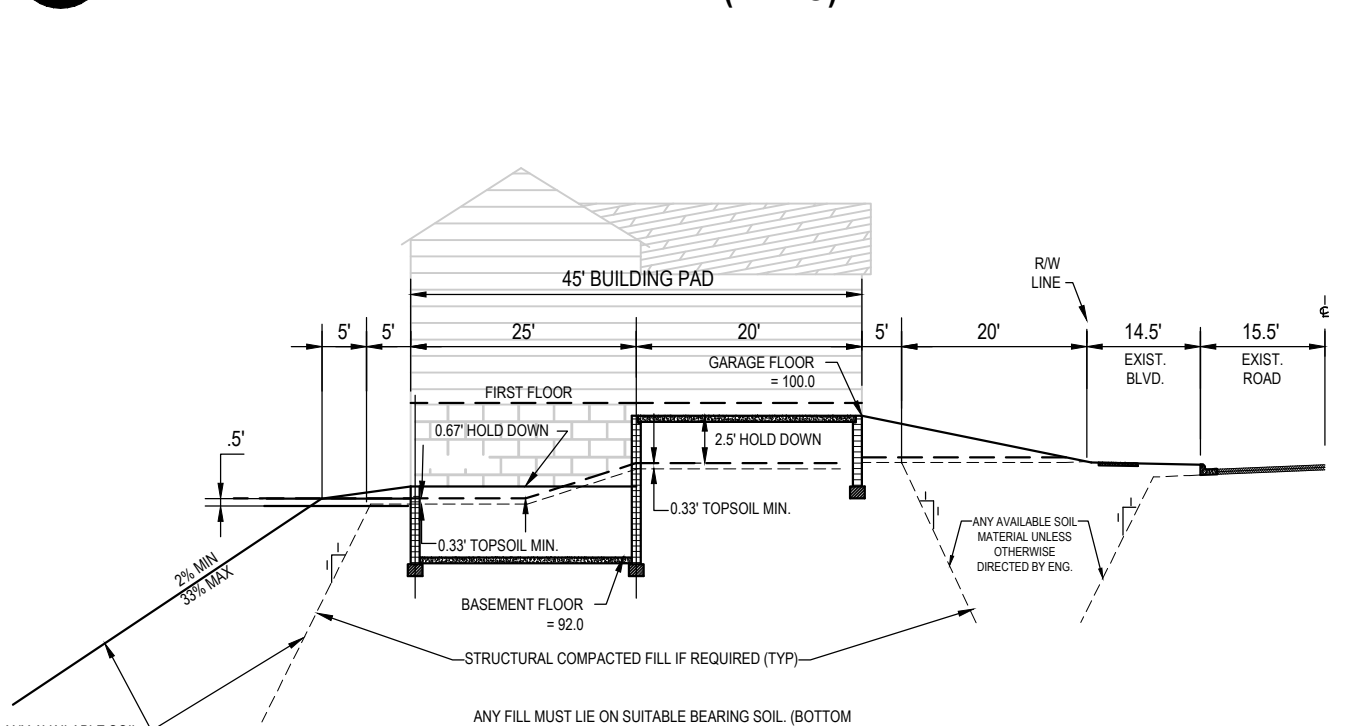
- Contact utility service providers for field location of services 72 hours prior to beginning grading.
- Refer to the Geotechnical Report prepared by Independent Testing Technologies, Inc., Dated September 24, 2019, for additional information on backfill material and groundwater conditions.
- Remove topsoil from grading areas and stockpile sufficient quantity for reuse. Materials may be mined from landscape areas for use on site and replaced with excess organic material with prior Owner approval.
- Remove surface and ground water from excavations. Provide initial lifts of stable foundation material if exposed soils are wet and unstable.
- An independent Testing Firm shall verify the removal of organic and unsuitable soils, soil correction, and compaction and provide periodic reports to the Owner.
- Place and compact fill using lift thickness matched to soil type and compaction equipment to obtain specified compaction throughout the lift.
- Compact cohesive soils in paved areas to 95% of maximum dry density, Standard Proctor (ASTM D698) except the top 3 feet which shall be compacted to 100%. Compact to 98% density where fill depth exceeds 10 feet. The soils shall be within 3% of optimum moisture content. In granular soils all portions of the embankment shall be compacted to not less than 95% of Modified Proctor Density (ASTM D1557).
- Builders are responsible for two tree per lot per city requirements.

LOT BY LOT TABULATION

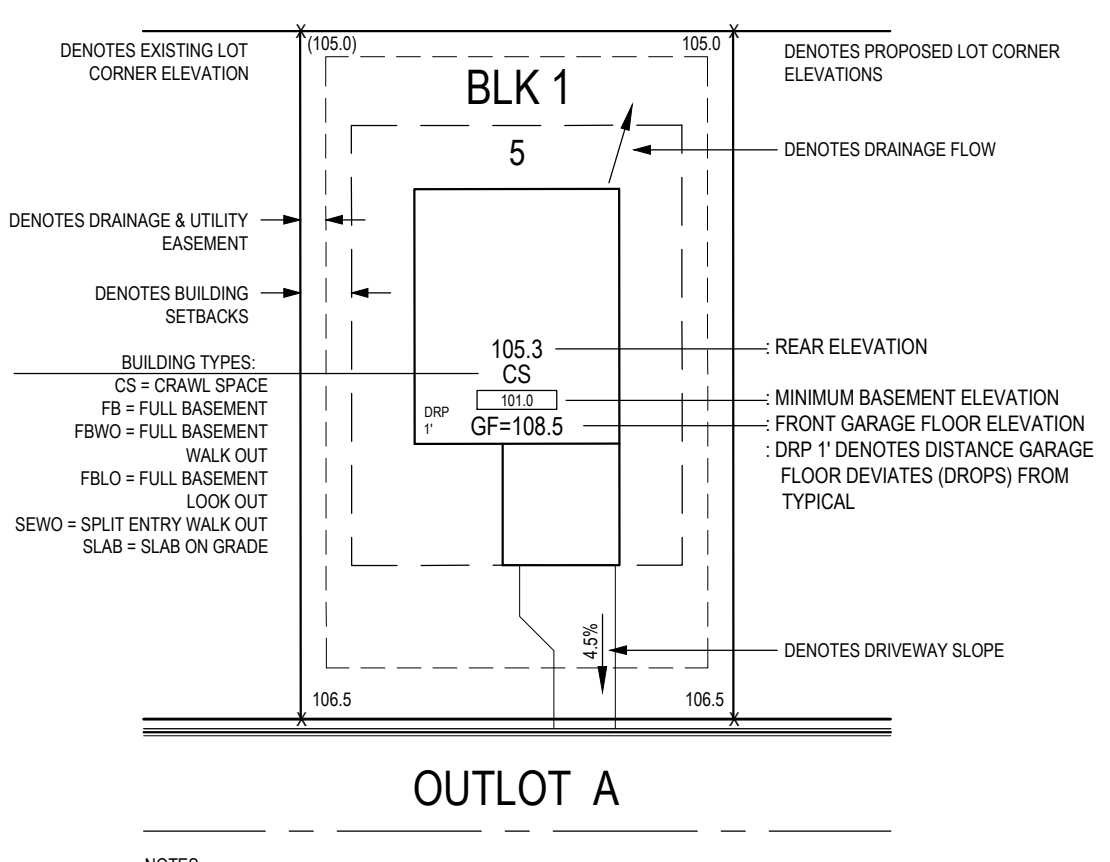
Lot	Block	House Type	Garage Floor Ele	Driveway Grade (%)	Lowest Floor Elev.	Lowest Opening Elev. (Living Space)	100 Year Flood Ele	Emergency Overflow Ele	Highest Anticipated Water Table or Mottled Soil
1	1	FBWO	879.0	5.6	871.5	871.5	865.4	869.5±	862.0
2	1	FBWO	878.0	6.0	870.5	870.5	865.4	869.5±	862.0
3	1	FBWO	877.0	6.4	869.5	869.5	865.4	869.5±	862.0
4	1	FBWO	875.5	4.8	868.0	868.0	865.4	869.5±	862.0
5	1	FBLO	875.0	7.3	867.5	867.5	865.4	869.5±	862.0
6	1	FBLO	874.0	7.9	866.5	866.7	865.4	869.5±	862.0
7	1	FBLO	873.5	7.9	866.0	866.2	865.4	869.5±	862.0
8	1	FBLO	873.5	7.7	865.5	868.7	865.4	869.5±	862.0
9	1	FBLO	872.5	6.5	865.0	868.2	865.4	869.5±	862.0
10	1	FBLO	872.0	5.4	864.5	867.7	865.4	869.5±	862.0
11	1	FBLO	872.0	5.8	864.5	867.7	865.4	869.5±	862.0
12	1	FBLO	872.0	5.0	864.5	867.7	865.4	869.5±	862.0
13	1	FBLO	872.0	4.2	864.5	867.0	865.4	869.5±	862.0
14	1	FBLO	872.5	5.4	865.0	867.2	865.4	869.5±	862.0
15	1	FBLO	873.0	5.0	865.5	868.7	865.4	869.5±	862.0
16	1	FBLO	872.7	4.0	865.2	868.4	865.4	869.5±	862.0
17	1	FBLO	872.3	3.6	864.8	868.0	865.4	869.5±	862.0
18	1	FBLO	872.0	4.0	864.5	867.7	865.4	869.5±	862.0



2 FULL BASEMENT WALK OUT (FBWO) NO SCALE



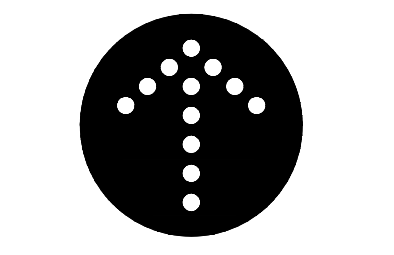
3 FULL BASEMENT LOOK OUT (FBLO) NO SCALE



1 TYPICAL LOT DETAIL NO SCALE



Know what's Below. Call before you dig.



CERTIFICATION

I hereby certify that this plan 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.

PRELIMINARY NOT FOR CONSTRUCTION

PRELIMINARY PLAT
06.30.2020

LANDFORM
From Site to Finish

105 South Fifth Avenue Tel: 612-252-9070
Suite 513 Fax: 612-252-9077
Minneapolis, MN 55401 Web: landform.net

FILE NAME C301LDP007.dwg
PROJECT NO. LDP19007

GRADING, DRAINAGE, PAVING AND EROSION CONTROL

C3.1

NPDES PERMIT AND SWPPP COMPONENTS

- The current Minnesota Construction Stormwater General Permit dated Month Day, 2019 is referenced in this document as the Permit.

The SWPPP includes the following components:

- Construction Documents prepared by Landform
- Stormwater Narrative prepared by Landform
- Maintenance Plan for permanent stormwater BMPs
- Geotechnical Report prepared by Independent Testing Technologies, Inc.

All components must be kept onsite by the Operator. The Operator shall contact Civil Engineer if they do not have all of the above documents.

SITE INFORMATION

Site location: Latitude: 45.238914, Longitude: -93.455900

Disturbed area = 3.7 ac.
Pre-construction impervious area within disturbed area = 0.0 ac.
Post-construction impervious area within disturbed area = 2.3 ac.
Net change in impervious area within disturbed area = 2.3 ac.

Type of stormwater management:

- Regional ponds
- Infiltration credits purchased from the city

Erosion prevention and sediment control quantities are on sheet C3.1.

SITE EVALUATION / ASSESSMENT / PLANNING

- The Operator shall have primary responsibility and significant authority for the development, implementation, maintenance, inspection and amendments to the approved SWPPP. Duties include but are not limited to:
 - Ensuring full compliance with the SWPPP and the Permit
 - Implementing all elements of the SWPPP, including but not limited to:
 - Implementing prompt and effective erosion and sediment control measures
 - Implementing all non-storm water management, and good housekeeping BMPs ensuring that no materials other than Storm water are discharged in quantities, which will have an adverse effect on receiving waters or storm drain systems, etc.
 - Conducting routine inspections and maintenance
 - Ensuring elimination of all unauthorized discharges
 - Coordinating to ensure all of the necessary connections / repairs are made immediately, and that the project complies with the SWPPP, the Permit, and approved plans at all times.

STORMWATER POLLUTION PREVENTION MANAGEMENT MEASURES

- Operator must develop pollution prevention management measures, implement good housekeeping BMPs, must follow all applicable federal, state, and local building codes, Occupational Safety and Health Act (OSHA), and the general conditions and general requirements of the construction contract.
- The Operator shall minimize the exposure to stormwater of any of the products, material, or wastes stored on site that may wash down or contaminate stormwater.
- Building products that have the potential to leach pollutants must be under cover.
- Chemicals and landscape materials shall be under cover to prevent the discharge of pollutants.
- Operator to track progress of the following items on site maps: portable toilets, material storage areas, vehicle and equipment fueling and maintenance areas, concrete washouts, paint and stucco washouts, dumpsters or other trash and debris containers, spill kits, stockpiles, any other non-structural non-storm water management BMPs, any temporarily removed structural BMPs, any changes to the structural BMPs.
- Solid waste: collected sediment, asphalt and concrete millings, floating debris, paper, plastic, fabric, construction and demolition debris and other wastes must be disposed of properly and must comply with MPCA disposal requirements.
- Hazardous waste: oil, gasoline, paint and any hazardous substances must be properly stored in sealed containers to prevent spills, leaks or other discharge. Restricted access to storage areas must be provided to prevent vandalism. Storage and disposal of hazardous waste or materials must be in compliance with Minn. R. Ch. 7045 including secondary containment as applicable.
- Portable toilets must be positioned so that they are secure and will not be tipped or knocked over.
- Concrete and other washout waste: operator must provide effective containment for all liquid and solid wastes generated by washout operations. The liquid and solid wastes must not contact the ground, and the containment must be designed so that it does not result in runoff from the washout operations or areas. Liquid and solid wastes must be disposed of properly and in compliance with MPCA rules. A sign must be installed adjacent to each washout facility that requires site personnel to utilize the proper facilities for disposal of concrete and other washout wastes.
- External vehicle washing: external washing of trucks and other construction vehicles must be limited to a defined area of the site. Runoff must be contained and waste properly disposed of. No engine degreasing is allowed on site.
- Operator shall take reasonable steps to prevent the discharge of spilled or leaked chemicals, including fuel, from any area where they will be loaded or unloaded as detailed in the Permit.

SWPPP CONTACT AND TRAINING INFORMATION

- Owner:
 - DC RAMSEY, LLC
 - attn: Darren Lazan
 - 105 S. 5TH AVE STE 513
 - MINNEAPOLIS, MN 55401
 - 612-252-9070
 - dlazan@landform.net
- SWPPP Designer:
 - Randy Hedlund, P.E.
 - Landform Professional Services
 - 105 South Fifth Avenue, Suite 513
 - Minneapolis, Mn 55401
 - 612-252-9070
 - rhedlund@landform.net
 - Certification: U Of MN, Design Of Construction SWPPP, Exp. May 31, 2022
- SWPPP Inspector / Manager:
 - To Be Determined: Contact Owner until Contractor And SWPPP Inspector / Manager is selected.
 - Certification: .Exp.
- BMP Installation And Repair:
 - To Be Determined: Contact Owner until BMP Installer And Maintainer is selected.
 - Certification: .Exp.
- BMP Long Term Maintenance:

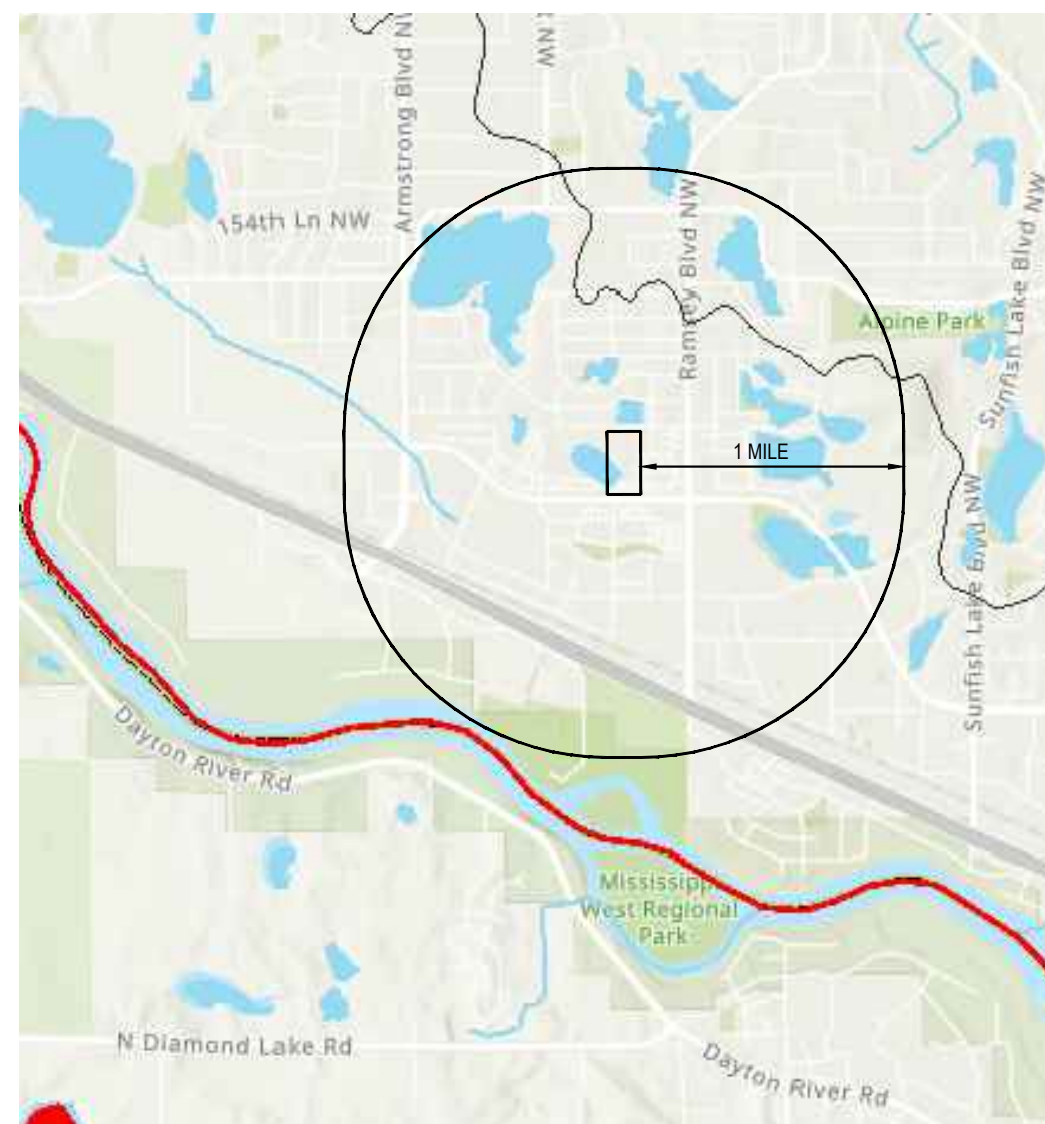
DESCRIPTION OF CONSTRUCTION ACTIVITY

- Construction activity includes erosion and sediment control BMPs installation, clearing and grubbing, site grading, utility installation, building construction, paving, and landscaping.

SCHEDULE OF BMP INSTALLATION AND CONSTRUCTION ACTIVITY

- Install perimeter sediment control BMPs prior to start of other site work. Refer to Grading, Drainage, Paving and Erosion Control sheet(s) for initial locations of BMPs.
- Perform work in phases to minimize disturbed area at any one time. Operator to develop phasing plan prior to start of work.
- Strip topsoil from areas to be disturbed and stockpile with perimeter sediment control BMPs. Provide stabilization if stockpile is left longer than 14 days.
- Rough grade site.
- Install utilities.
- Install small utilities (gas, electric, communications).
- Final grade pavement areas and compact subgrade.
- Lay down pavement aggregate and compact.
- Install curb and gutter. Backfill after a minimum of three days and provide a minimum of two rolls of sod at the back of curb.
- Provide final stabilization.
- Remove temporary BMPs and dispose of properly.

WATERS WITHIN ONE MILE OF SITE



STORMWATER POLLUTION MITIGATION MEASURES

- Required stormwater mitigation measures to meet the final environmental review document are:
 - Pretreatment Wet Pond
 - Regional Ponds
 - Infiltration credits purchased from the City of Ramsey

MN SPECIAL (PROHIBITED, RESTRICTED, OTHER) & IMPAIRED WATERS

- There are no impaired waters within 1 mile of the Project site.
- Project Site is within the Lower Rum River Watershed Management Organization District.

EROSION PREVENTION AND SEDIMENT CONTROL

- See Grading, Drainage, Paving and Erosion Control sheets for the location and type of temporary erosion prevention and sediment control BMPs. See Grading and Drainage, Utility, and Landscape sheets for the location and type of permanent erosion prevention and sediment control BMPs.
- Minimize Disturbed Areas and Protect Natural Features and Soil
Appropriate construction practices (e.g. construction phasing, vegetative buffer strips, horizontal slope grading) shall be used to minimize erosion.
Areas not to be disturbed (buffers, infiltration basins, etc.) shall be protected with construction or silt fence before work begins.
Operator shall develop methods to minimize soil compaction outside of building pads, pavement areas and utility trenches and shall use tracked equipment wherever practicable.
Topsoil shall be salvaged and reused to the extent practicable.
- Phase Construction Activity
Operator must not disturb more land than can be effectively inspected and maintained.
Sediment control practices shall be established on all down gradient perimeters before any upgradient land disturbing activities begin. These practices shall remain in place until final stabilization has been established in accordance with the Permit.
The timing of the installation of sediment control practices may be adjusted to accommodate short-term activities such as clearing or grubbing, or passage of vehicles. Any short-term activity must be completed as quickly as possible and the sediment control practices shall be installed immediately after the activity is completed. However, sediment control practices shall be installed before the next precipitation event even if the activity is not complete.
- Control Stormwater Flowing onto and Through the Project

The normal wetted perimeter of any temporary or permanent drainage ditch or swale that drains water from any portion of the construction site, or diverts water around the site, shall be stabilized within 200 linear feet from the property edge, or from the point of discharge into any surface water.

Stabilization of the last 200 linear feet shall be completed within 24 hours after connecting to a surface water.

Stabilization of the remaining portions of any temporary or permanent ditches or swales shall be complete within 14 days after connecting to a surface water and construction in that portion of the ditch has temporarily or permanently ceased.

Temporary or permanent ditches or swales that are being used as a sediment containment system (with properly designed rock ditch checks, bio rolls, silt dikes etc.) do not need to be stabilized. These areas shall be stabilized within 24 hours after no longer being used as a sediment containment system.

- Stabilize Soils
All exposed soil areas, including stockpiles, must be stabilized.

Stabilization must be started immediately to limit soil erosion when the construction activity in that portion of the site has temporarily or permanently ceased and will not resume for 14 calendar days. Stabilization must be complete within 14 days of cessation of construction activity.

Temporary soil stockpiles shall have silt fence or other effective sediment controls, and cannot be placed in surface waters, including storm water conveyances such as curb and gutter systems, or conduits and ditches unless there is a bypass in place for the storm water.

Temporary stockpiles without significant silt, clay or organic components (e.g. clean aggregate stockpiles, demolition concrete stockpiles, sand stockpiles) and the constructed base components of roads, parking lots and similar surfaces, are exempt from this requirement.

- Protect Slopes
Operator shall avoid work on slopes with a grade of 3:1 or greater when practicable. Grading on slopes with a grade of 3:1 or steeper will require techniques such as phasing and stabilization practices designed for steep slopes (e.g. slope draining and terracing).
- Protect Storm Drain Inlets
All storm drain inlets shall be protected by appropriate BMPs during construction until all sources with potential for discharging to the inlet have been stabilized. Inlet protection may be temporarily removed if a specific safety concern has been identified.
- Provide Energy Dissipation at all Pipe Outlets within 24 Hours
After connection to a surface water or permanent stormwater treatment system.
- Establish Perimeter Controls and Sediment Barriers
Prior to disturbing soils on a project site, establish sediment control BMPs on all down-gradient perimeters and where site discharges to public waters.
- Retain Sediment On-site and Control Dewatering Practices

Discharge shall not cause nuisance conditions, erosion in receiving channels, adversely affect receiving water or impact wetlands, or downstream properties. Discharge points shall be adequately protected from erosion and scour by accepted energy dissipation measures.

Discharge water containing oil or grease shall be treated to remove oil or grease prior to discharge to surface waters.

Refer to Permit requirements for temporary or permanent sediment basins.

- Establish Stabilized Construction Exits
Vehicle tracking pads shall be established as shown on the Grading, Drainage, Paving and Erosion Control sheet to minimize tracking of sediment from the construction site onto adjacent streets.
- Reserved
- Remove Sediment from Surface Waters
All sediment deposits and deltas must be removed from surface waters, including drainage ways, catch basins, and other drainage systems, and the removal areas restabilized within seven (7) days.

TEMPORARY SEDIMENTATION BASIN(S)

- This project does not have more than ten disturbed acres draining to a common location and the site DOES NOT drain to an impaired or special water, therefore a temporary sediment basin is not required.

POST CONSTRUCTION / PERMANENT BMPs

- See Grading and Drainage, Utility, and Landscape sheets for post construction and permanent stormwater BMPs.

INSPECTIONS AND MAINTENANCE

- Permittees must ensure that a trained person will inspect the entire construction site at least once every seven days during active construction and within 24 hours after a rainfall event greater than 0.5-inches in 24 hours.
 - Inspections shall include stabilized areas, erosion prevention and sediment control BMPs, and infiltration areas.
 - Permittees must record all inspection and maintenance activities within 24 hours of being conducted as detailed in the Permit.
 - Inspection Records content shall include:
 - Date and time of inspections;
 - Name of persons conducting inspections;
 - Findings of inspections, including specific locations where corrective actions are needed;
 - Corrective actions taken including dates, times, and the party taking the corrective action;
 - Dates of all rainfall events greater than 1/2 inch in 24 hours (refer to Permit for measurement requirements);
 - Any discovered discharge must be recorded, including photographs, descriptions of discharge (color, odor, settled or suspended solids, oil sheen, or other obvious indicators of pollution), and specific location of discharge location;
 - Any amendments to the Permit as a result of inspections must be documented within seven calendar days as described in the Permit
 - BMP Maintenance:
 - Nonfunctional BMPs must be repaired or replaced by the end of the next business day after discovery unless a different time frame is indicated.
 - Follow the designer's or manufacturer's recommended maintenance procedures for all BMPs.
 - Remove sediment from BMPs when the depth of sediment has reached 1/2 the height of the BMP and properly dispose of sediment into controlled areas to prevent soil from returning to the BMP during subsequent rain events.
 - Remove sediment from paved roadways within one calendar day of discovery.
 - Remove sediment from around BMPs protecting storm drain inlets.
 - Surface waters with evidence of sediment deposition must be stabilized and sediment removed within seven calendar days of discovery, or as stated by the Permit.
 - Ensure that construction support activities, including borrow areas, waste areas, contractor work areas, and material storage areas and dedicated concrete and asphalt batch plants are cleaned and maintained.
 - Replace damaged BMPs that no longer operate effectively.
- Add BMPs as needed during construction to minimize erosion and prevent sediment from leaving the site.

RECORD KEEPING / RECORD RETENTION

- The SWPPP (original or copies), including all changes to it, and inspections and maintenance records, shall be kept at the site during construction by the Owner / Operator who has operational control of that portion of the site. The SWPPP can be kept in either the field office or in an on site vehicle during normal working hours.
- All Owners(s) must keep the SWPPP, along with the following additional records, on file for three (3) years after submittal of the Notice of Termination (NOT). This does not include any records after submittal of the NOT.
 - The following is a list of records that shall be kept at the project site available for inspectors to review:
 - Copy of the SWPPP, with any modifications;
 - Inspection and maintenance records;
 - Permanent operation and maintenance agreements;
 - Calculations for the design of temporary and permanent stormwater management systems;
 - Any other permits required for the project;
 - Records of all inspection and maintenance conducted during construction; and
 - All permanent operation and maintenance agreements that have been implemented, including all right-of-way, contracts, covenants and other binding requirements regarding perpetual maintenance
 - Send weekly rainfall event inspection reports to the city inspector.

LOG OF CHANGES TO THE SWPPP / AMENDMENTS

- The Owner / Operator(s) must amend the SWPPP as necessary to include additional requirements, such as additional or modified BMPs, designed to correct problems identified or address situations as detailed in the Permit.

FINAL STABILIZATION

- The Owner / Operator(s) must ensure final stabilization of the site. Final stabilization includes:
 - Ensuring all areas have permanent cover.
 - Vegetative areas must have perennial cover with a density of 70% of expected final growth.

TERMINATION OF COVERAGE

- Owner / Operator(s) wishing to terminate coverage under the Permit must submit a Notice of Termination (NOT) to the MPCA. Compliance with the Permit is required until a NOT is submitted. Refer to the Permit for details. Conditions for submitting a NOT include:
 - Site must have achieved final stabilization (refer to section above).
 - The permanent stormwater treatment and conveyance systems must be clean and all accumulated sediment removed.
 - All temporary synthetic erosion prevention and sediment control BMPs must be removed from the site and disposed of properly.
 - Single Family Residential - Permit termination on individual lots occurs once building construction is complete, temporary erosion prevention and downgradient perimeter control is complete, the residence sells to the homeowner, and the permittee distributes the MPCA's "Homeowner Fact Sheet" to the homeowner.
 - Send notice of termination to the city for review prior to submittal.

DEVELOPER

DC RAMSEY, LLC

105 S. 5TH AVE. STE 513
Minneapolis, MN 55401

MUNICIPALITY



PROJECT

GARDEN VIEW

RAMSEY, MINNESOTA

ISSUE / REVISION HISTORY

CONTACT ENGINEER FOR ANY PRIOR HISTORY		
DATE	ISSUE / REVISION	REVIEW
04 MAY 2020	Preliminary Plat	RCH
15 MAY 2020	Preliminary Plat	RCH
30 JUNE 2020	Revisions Per City Comments	RCH

CERTIFICATION

I hereby certify that this plan 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.

Randy C. Hedlund
Licenses:
Signatures shown are a digital signature of original. Their approval is shown on file at Landform Professional Services, LLC and is not a legal signature.
PRELIMINARY NOT FOR CONSTRUCTION
IF THIS SHEET OR FOUR LINES DIRECTLY ABOVE ARE NOT VISIBLE, THIS SHEET HAS BEEN REPRODUCED BEYOND INTENDED READABILITY AND IS NO LONGER A VALID DOCUMENT. PLEASE CONTACT THE ENGINEER TO REQUEST ADDITIONAL DOCUMENTS.

PRELIMINARY PLAT

06.30.2020

LANDFORM
From Site to Finish

105 South Fifth Avenue Tel: 612-252-9070
Suite 513 Fax: 612-252-9077
Minneapolis, MN 55401 Web: landform.net

FILE NAME C302LDP007.dwg

PROJECT NO. LDP19007

MN SWPPP NOTES

C3.2

SHEET NO. 6/10

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DATE	ISSUE / REVISION	REVIEW
04 MAY 2020	Preliminary Plat	RCH
15 MAY 2020	Preliminary Plat	RCH
30 JUNE 2020	Revisions Per City Comments	RCH

I hereby certify that this plan 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.

PRELIMINARY NOT FOR CONSTRUCTION

IF THIS SHEET IS REPRODUCED OR COPIED IN ANY MANNER, THE USER ASSUMES ALL LIABILITY FOR ANY ERRORS, OMISSIONS, OR INADEQUACIES. THIS SHEET IS NOT TO BE USED FOR ANY OTHER PURPOSES WITHOUT THE WRITTEN CONSENT OF LANDFORM PROFESSIONAL SERVICES, LLC.

PRELIMINARY PLAT
06.30.2020

LANDFORM
From Site to Finish

105 South Fifth Avenue Tel: 612-252-9070
Suite 513 Fax: 612-252-9077
Minneapolis, MN 55401 Web: landform.net

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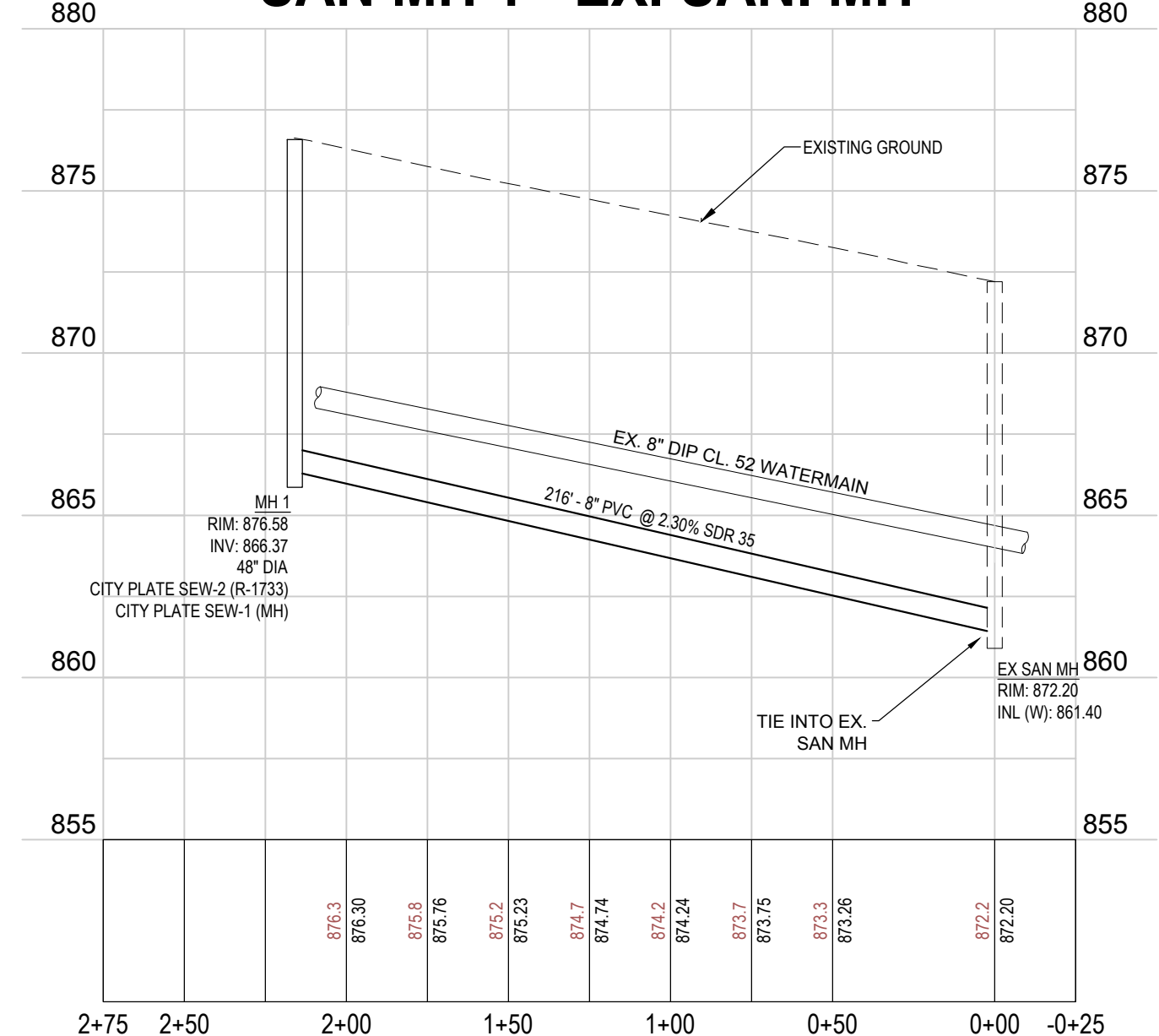
PROJECT NO. LDP19007

UTILITY & EXIST. UTILITY/ PAVEMENT/ DEMO & REPLACEMENT PLAN

C4.1



SAN MH 1 - EX. SAN. MH



SANITARY SEWER AND WATER SERVICE CALCULATIONS

LOT #	BLOCK #	(S) WYE	(S) INV	(W) STA	(W) ELEV.	L.F. OF 1" COPPER	LFE
1	1	2+12	868.1	2+15	878.1	30	871.5
2	1	1+75	866.7	1+78	876.6	30	870.5
3	1	1+20	865.0	1+23	875.0	30	869.5
4	1	0+65	864.5	0+68	874.5	30	868.0
5	1	0+05	863.8	0+08	873.8	30	867.5
6	1	0+40	862.8	0+43	872.8	30	866.5
7	1	3+59	862.0	3+62	872.0	30	866.5
*8	1	3+23	863.0	3+26	871.6 ADJUST TO 871.9	EXIST	866.0
*9	1	2+57	863.0	2+60	871.4 ADJUST TO 871.5	EXIST	865.5
*10	1	1+89	863.0	1+92	870.9 ADJUST TO 871.1	EXIST	865.0
11	1	1+50	861.1	1+53	871.1	34	864.5
12	1	1+06	861.2	1+09	871.2	35	864.5
*13	1	0+52	863.5	0+55	870.7 ADJUST TO 871.2	EXIST	864.5
*14	1	2+58	863.5	2+61	871.6	EXIST	865.0
15	1	2+11	862.2	2+14	872.2	33	865.5
16	1	1+43	861.5	1+46	872.1	32	865.2
17	1	0+74	861.0	0+77	871.8	32	864.8
18	1	0+87	861.0	0+90	871.0	29	864.5

(W) STA ARE 3' UPSTREAM OF (S) WYE
* DENOTES DATA AND EXIST. SERVICES TO BE CONNECTED TO PER RECORD PLAN DATED 04/16/09

LEGEND

- ||||| CURB/SIDEWALK REMOVAL AND REPLACEMENT
- - - SAW CUT
- XXXXXXXXX EXIST. UTILITY/CURB REMOVAL
-)))))) COMPOST/BIO LOG
- PAVEMENT REMOVAL AND REPLACEMENT (RESTORE TO ORIGINAL STREET SECTION - SEE DETAIL STR.25)
THEN CHIP SEAL COAT THE WHOLE ROADWAY FROM POINT (1) TO POINT (2)
- PAVEMENT REMOVAL/SIDEWALK REMOVAL

DEMOLITION NOTES

- OBTAIN PERMITS FOR DEMOLITION, CLEARING, AND DISPOSAL PRIOR TO BEGINNING.
- CONTACT UTILITY SERVICE PROVIDERS FOR FIELD LOCATION OF SERVICES 72 HOURS PRIOR TO BEGINNING DEMOLITION AND CLEARING.
- COORDINATE WITH NEW CONSTRUCTION TO ENSURE APPROPRIATE REMOVAL OF EXISTING FACILITIES.
- REFER TO DETAIL STR-25 FOR STREET PAVING REQUIREMENTS. REMOVE CONCRETE WALKS AND CURBING TO THE NEAREST EXISTING JOINT BEYOND SAWCUT LINE.
- SEE SHEET C3.1 FOR EROSION PREVENTION AND SEDIMENT CONTROL MEASURES THAT MUST BE IN PLACE PRIOR TO DISTURBANCES TO SITE.
- COMPLETE DEMOLITION WITH MINIMAL DISRUPTION OF TRAFFIC. COORDINATE LANE CLOSURES WITH THE REGULATORY AUTHORITY AND PROVIDE ADVANCE NOTIFICATION TO AFFECTED EMERGENCY RESPONSE PROVIDERS. NOTIFY NEIGHBORING PROPERTIES AND CITY AT LEAST 1 WEEK PRIOR TO STARTING WORKING WITHIN THE PUBLIC STREETS.
- PROTECT STRUCTURES, UTILITIES, AND ADJACENT PROPERTY FROM DAMAGE DURING CONSTRUCTION UNLESS NOTED FOR REMOVAL. DAMAGE SHALL BE REPAIRED TO EQUAL OR BETTER CONDITION AT NO ADDITIONAL COST.
- ABANDON WELLS AND ON SITE SEWAGE FACILITIES PRIOR TO ANY OTHER DEMOLITION IN ACCORDANCE WITH REQUIREMENTS OF REGULATORY AUTHORITIES.
- EXISTING SANITARY SEWER AND WATER SERVICES.
- HAUL DEMOLITION DEBRIS OFF-SITE TO A FACILITY APPROVED BY REGULATORY AUTHORITIES FOR THE HANDLING OF DEMOLITION DEBRIS, UNLESS NOTED OTHERWISE.
- REMOVE EXIST STORM SEWER, SANITARY SEWER BACK TO STRUCTURES AND REMOVE EXIST WATERMAIN BACK TO TEE.
- REMOVE EXIST. SANITARY SEWER AND WATER SERVICES TO MAINLINE AND CAP. SEE LEGEND FOR UTILITIES, CURB, SIDEWALK, AND BITUMINOUS REMOVAL AND/OR REPLACEMENT.
- ADJUST MH CASTING STRUCTURES TO MATCH EXISTING GRADE.

GENERAL NOTES

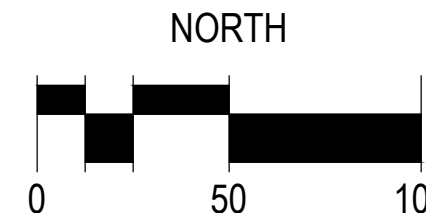
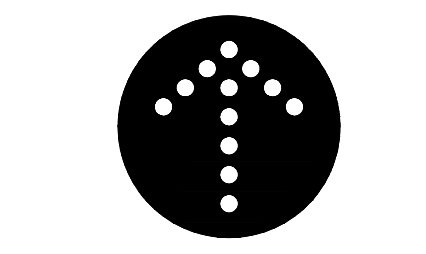
- FOR CONSTRUCTION STAKING AND SURVEYING SERVICES CONTACT LANDFORM PROFESSIONAL SERVICES AT 612.252.9070.
- PIPE MATERIALS
WATER SERVICE 1" COPPER TYPE K (ASTM B88)
SANITARY SEWER 6" PVC SDR 35 (ASTM D3034, D2665, & F891)
SANITARY SEWER SERVICE 4" PVC SCHEDULE 40 (ASTM D1785, D2665, F794, & F1866)
STORM SEWER RCP 12"-18" CLASS 5 (ASTM C78)
- CONTRACTOR TO FIELD VERIFY LOCATION AND ELEVATION OF ALL UTILITY POINTS OF CONNECTION PRIOR TO CONSTRUCTION OF ANY PROPOSED UTILITIES. CONTRACTOR TO NOTIFY ENGINEER IMMEDIATELY IF THERE IS ANY DISCREPANCY.
- CONTRACTOR TO POTHOLE ALL UTILITY CROSSINGS (INCLUDING PRIVATE UTILITIES) PRIOR TO CONSTRUCTION OF NEW UTILITIES TO VERIFY DEPTHS OF EXISTING LINES. CONTACT ENGINEER IMMEDIATELY IF ANY CONFLICTS ARE DISCOVERED.
- PIPE LENGTHS SHOWN ARE FROM CENTER OF STRUCTURE TO CENTER OF STRUCTURE OR END OF END SECTION.
- INSTALL TRACER WIRE WITH ALL NON-CONDUCTIVE UTILITIES.
- CONNECT TO CITY UTILITIES IN ACCORDANCE WITH CITY OF RAMSEY STANDARDS.
- CONTACT THE CITY OF RAMSEY UTILITIES, AT 763.433.9861 FOR FLUSHING AND PRESSURE TEST INSPECTIONS.
- COORDINATE WITH PRIVATE UTILITIES TO PROVIDE ELECTRIC, NATURAL GAS, AND COMMUNICATIONS SERVICES TO EACH PAD.
- ADJUST STRUCTURES TO FINAL GRADE WHERE DISTURBED. COMPLY WITH REQUIREMENTS OF UTILITY. MEET REQUIREMENTS FOR TRAFFIC LOADING IN PAVED AREAS.
- COORDINATE WITH THE CITY ON THE RESTORATION OF THE STREET AFTER ALL PATCHES ARE INSTALLED. SEE LEGEND BELOW FOR MORE INFORMATION.

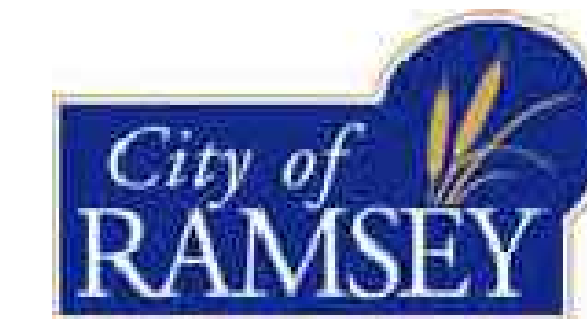
UTILITY NOTES

- COMPLETE DEMOLITION WITH MINIMAL DISRUPTION OF TRAFFIC. COORDINATE LANE CLOSURES WITH THE REGULATORY AUTHORITY AND PROVIDE ADVANCE NOTIFICATION TO AFFECTED EMERGENCY RESPONSE PROVIDERS. NOTIFY NEIGHBORING PROPERTIES AND CITY AT LEAST 1 WEEK PRIOR TO STARTING WORKING WITHIN THE PUBLIC STREETS.

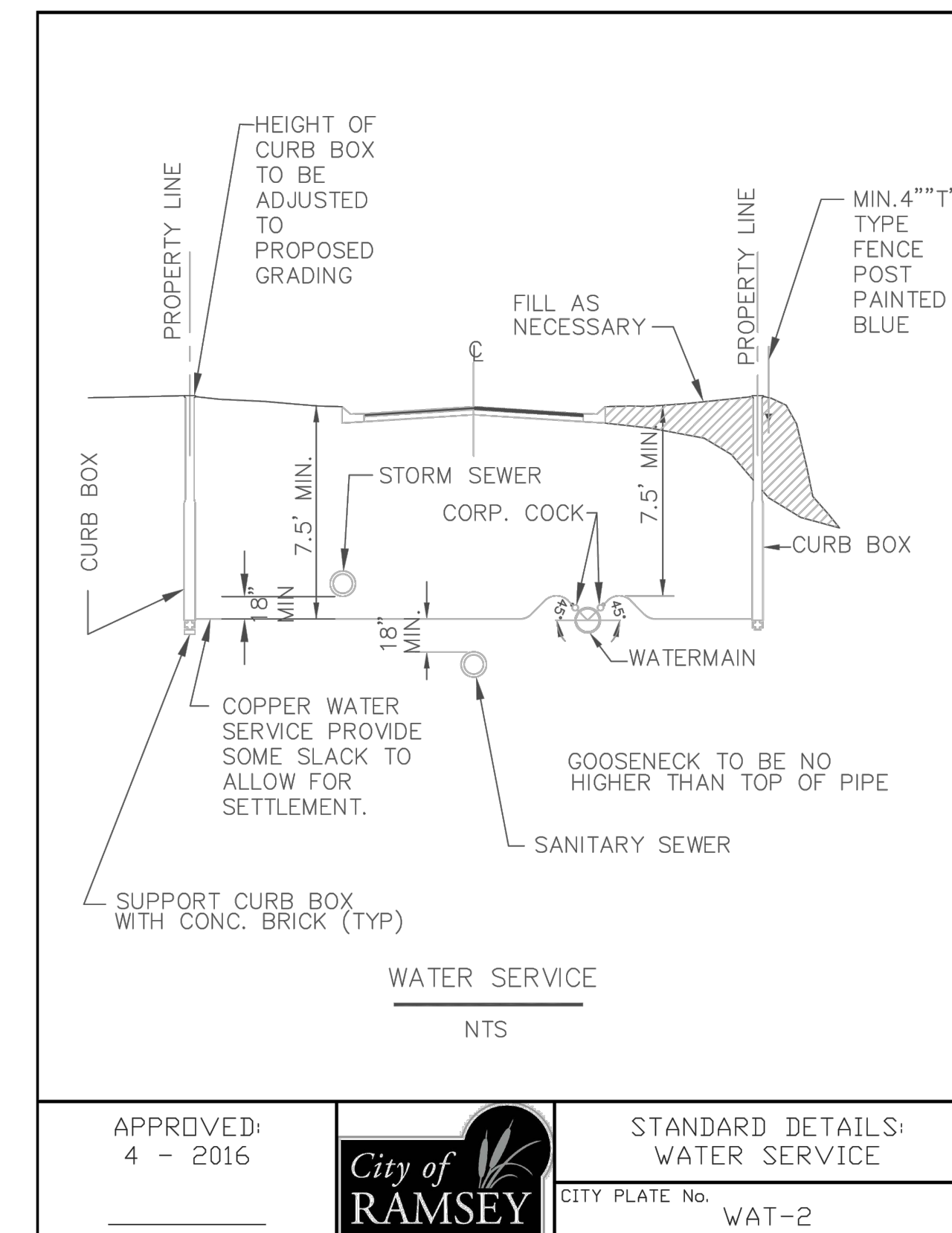
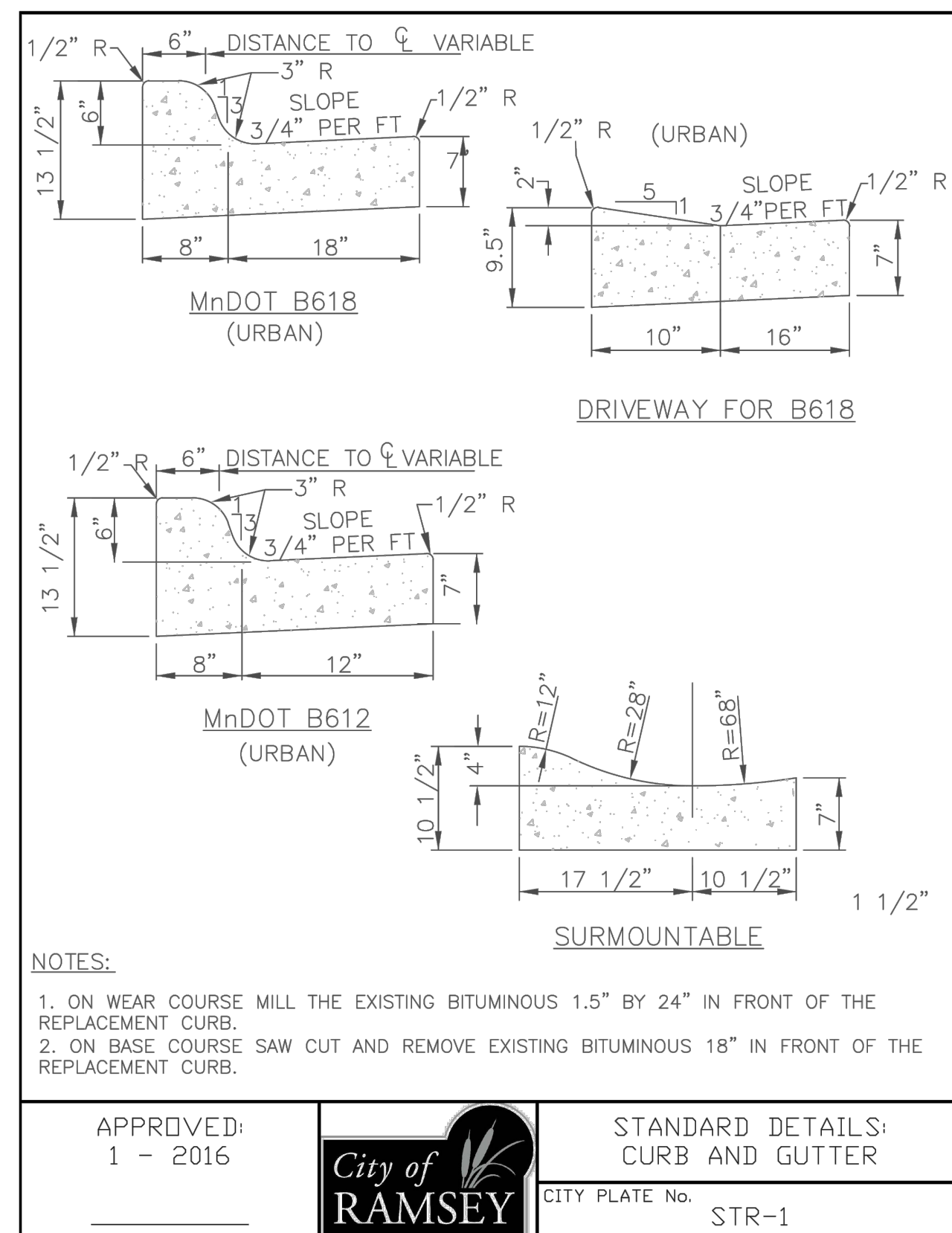
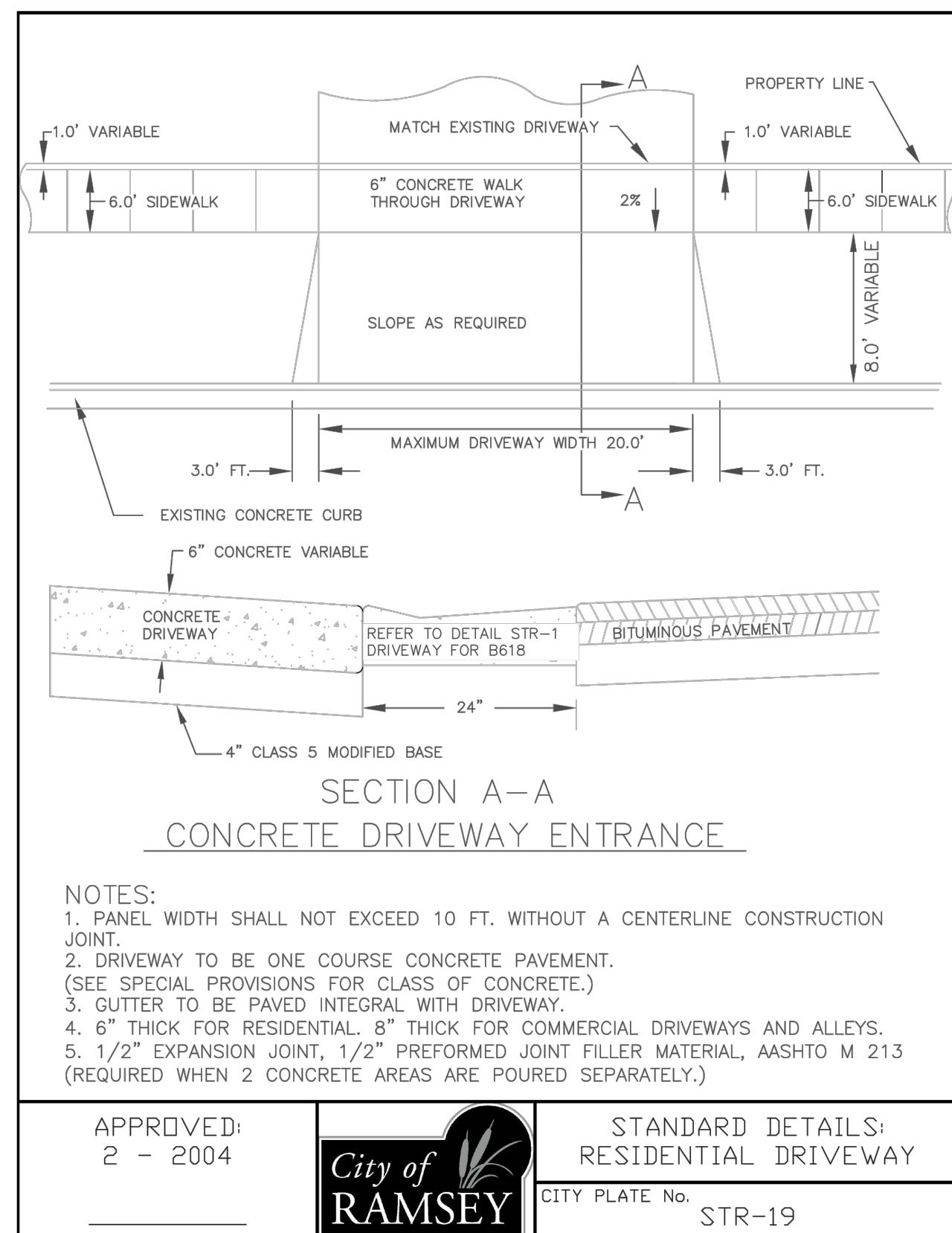


Know what's Below.
Call before you dig.





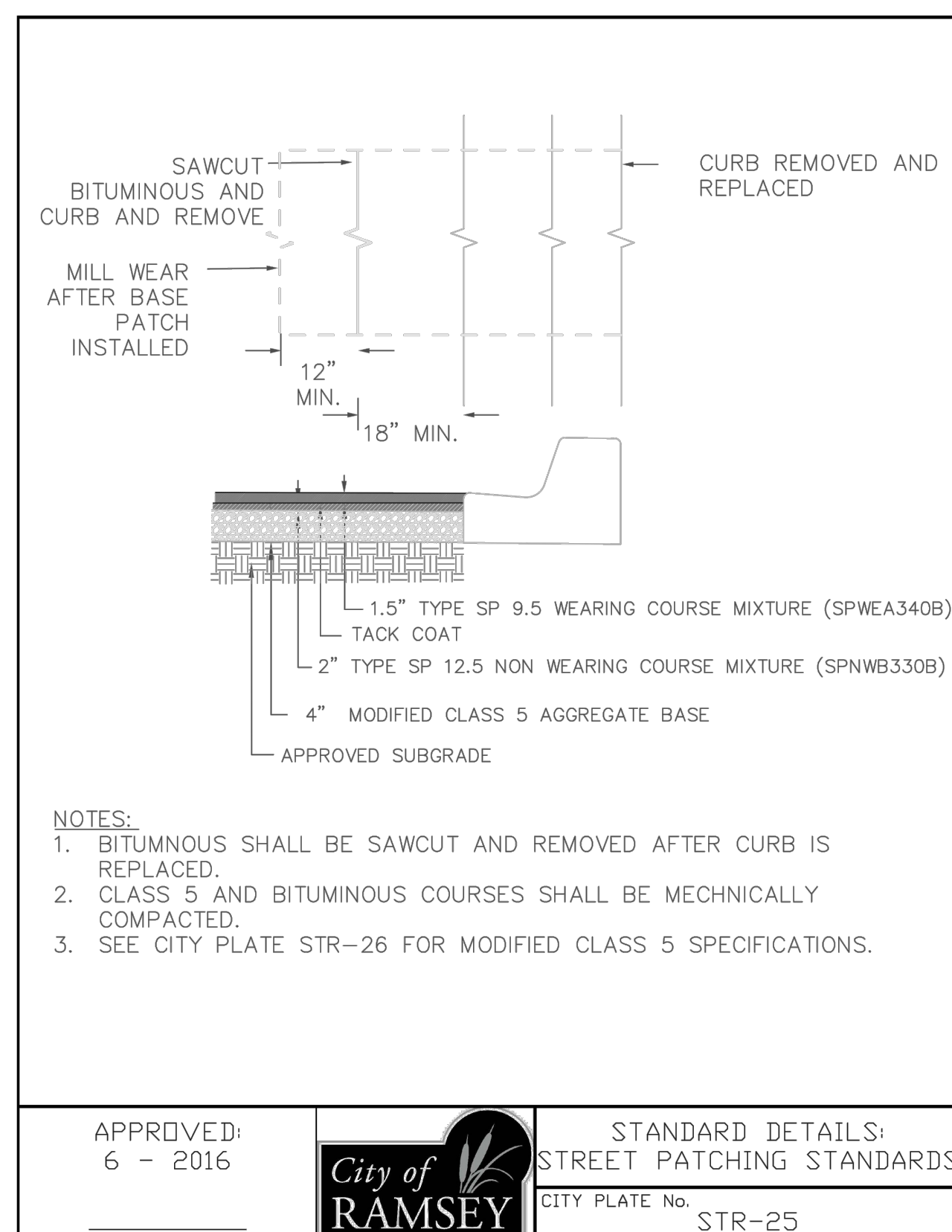
DATE	ISSUE / REVISION	REVIEW
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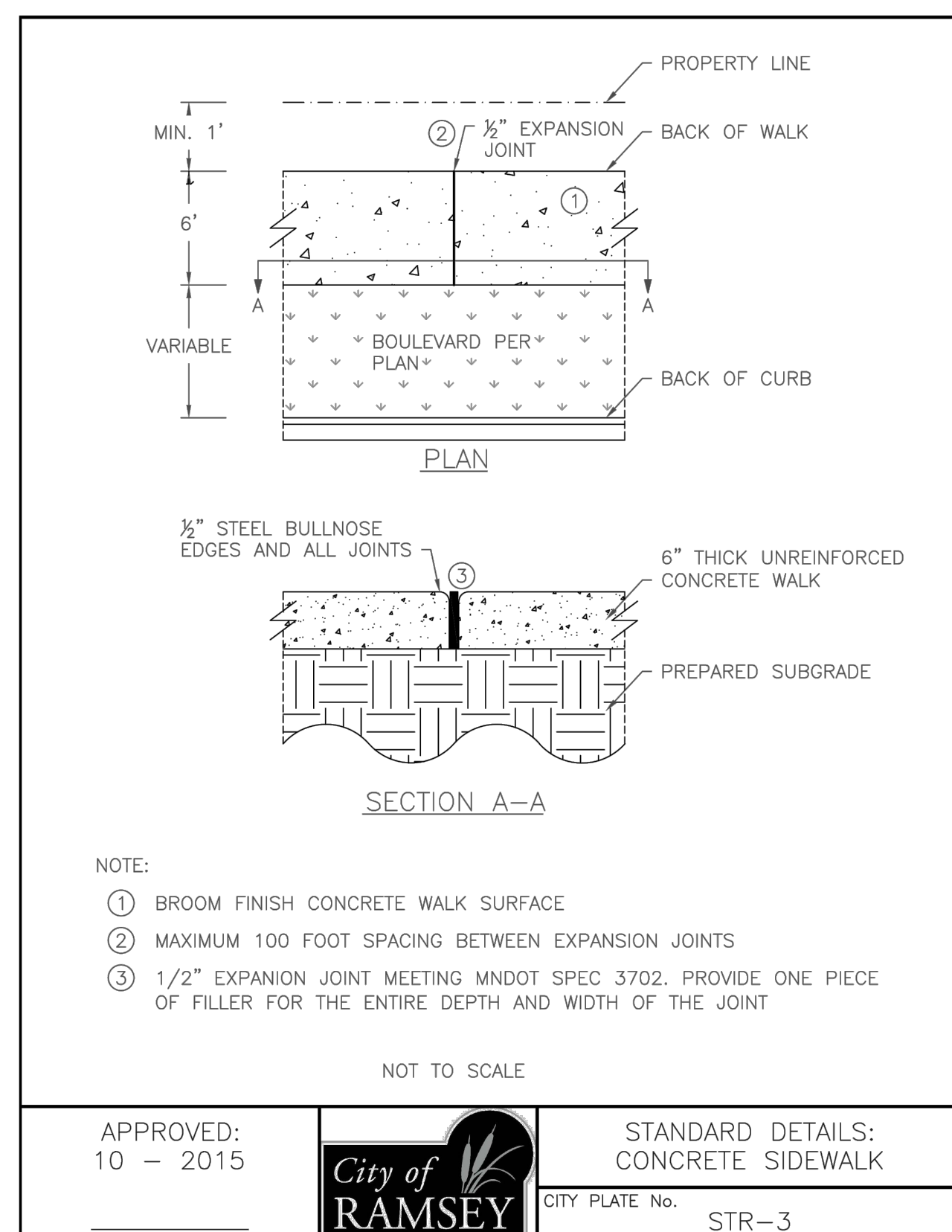
5 RESIDENTIAL DRIVEWAY NO SCALE

3 CURB AND GUTTER NO SCALE

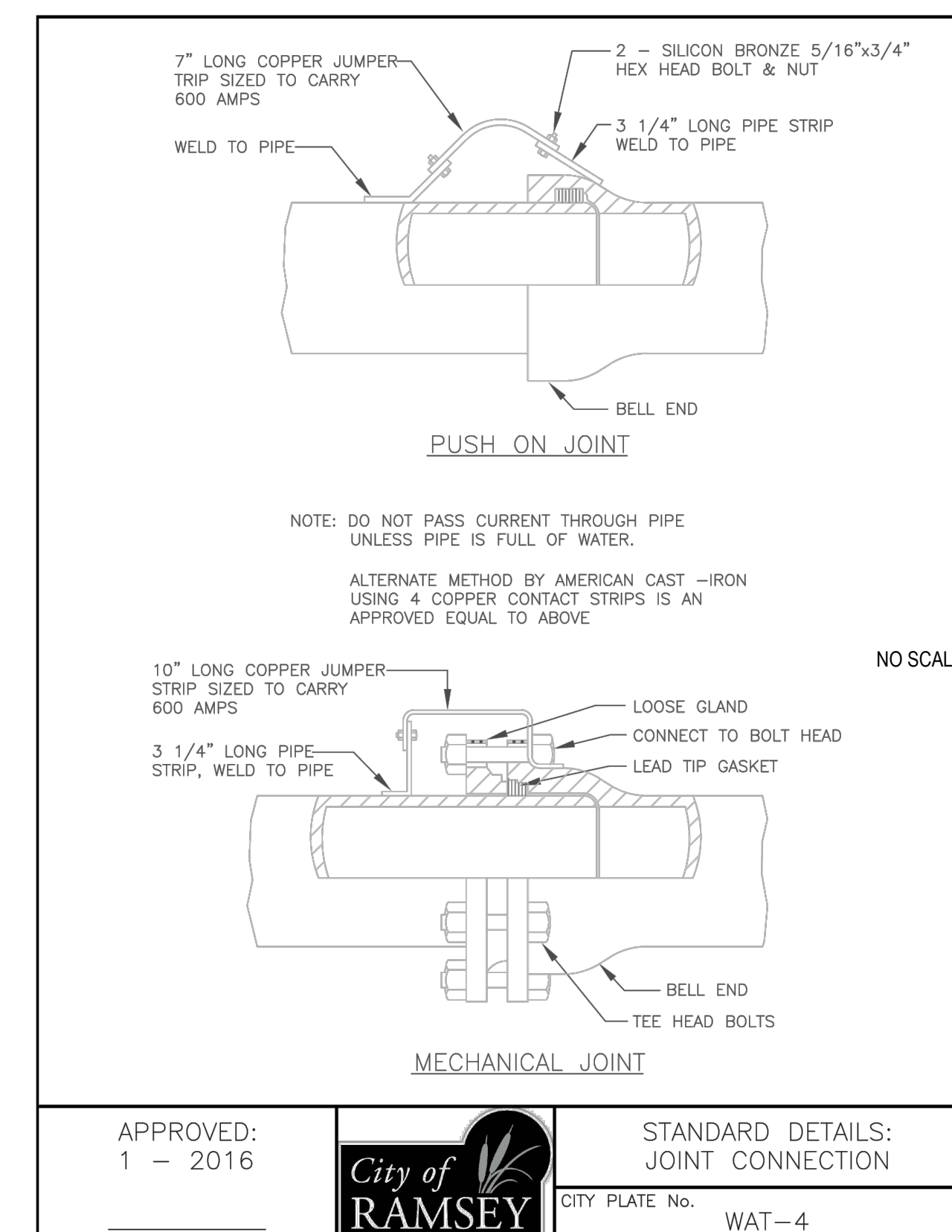
1 WATER SERVICE NO SCALE



6 STREET PATCHING STANDARDS NO SCALE



4a CONCRETE SIDEWALK NO SCALE

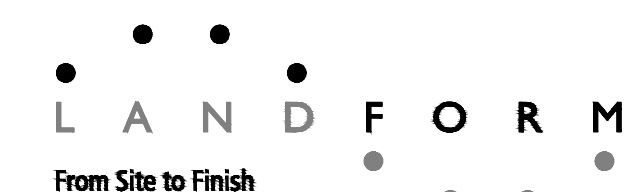


2 JOINT CONNECTION NO SCALE

I hereby certify that this plan 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.

Randall C. Hedrick
Licenses No. 0000000000
Signature shown is a digital or original that appears to be on file at Landform Professional Services, LLC and is not a copy.

PRELIMINARY PLAT
06.30.2020

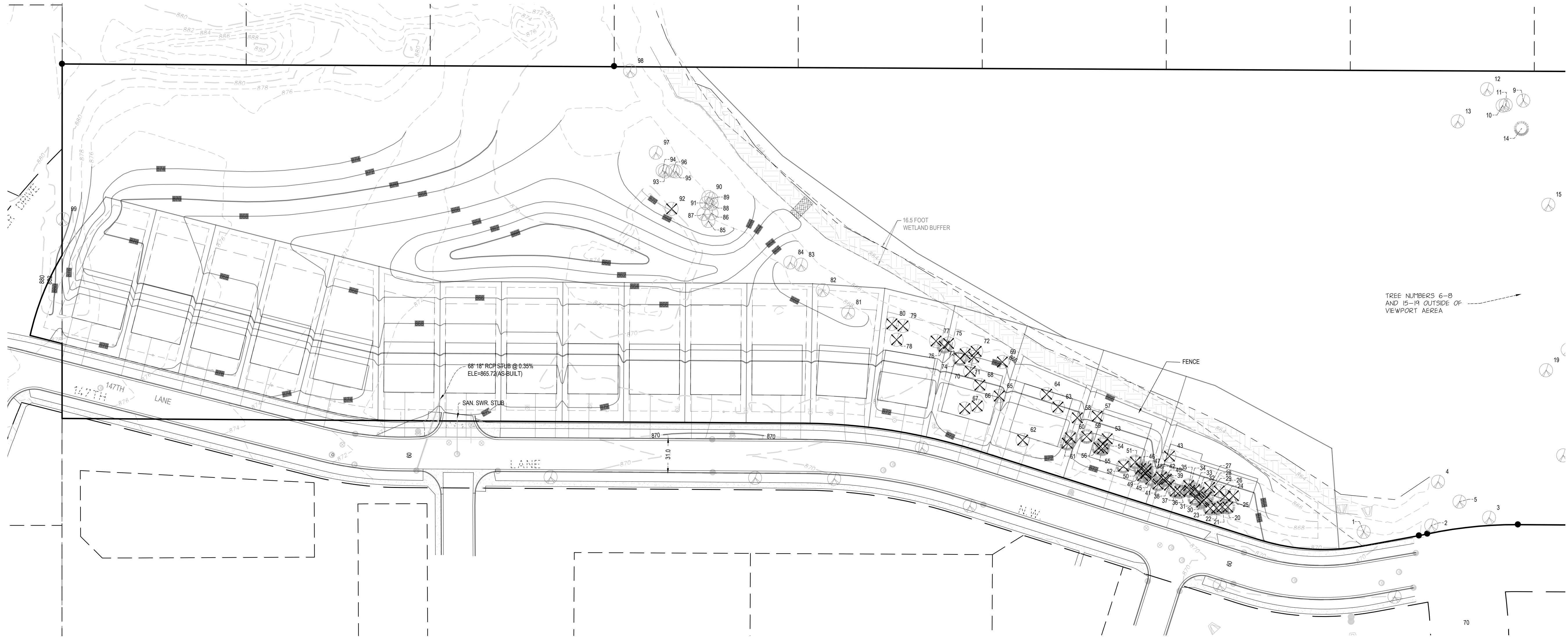


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Suite 513 Fax: 612-252-9077
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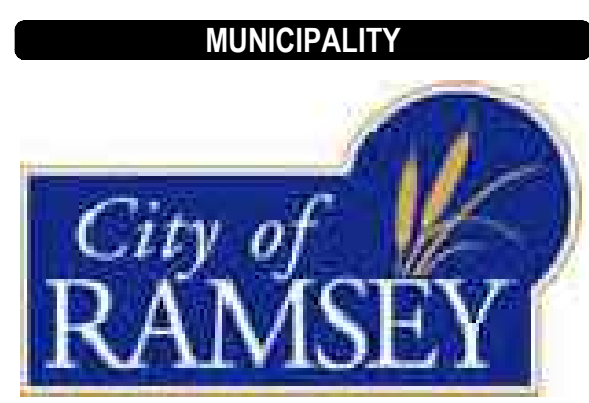
FILE NAME C702LDP007.dwg

PROJECT NO. LDP19007

CIVIL CONSTRUCTION
DETAILS
C7.2



DEVELOPER
DC RAMSEY, LLC
 105 S. 5TH AVE. STE 513
 Minneapolis, MN 55401



PROJECT
GARDEN VIEW
 RAMSEY, MINNESOTA

ISSUE / REVISION HISTORY

DATE	ISSUE / REVISION	REVIEW
04 MAY 2020	Preliminary Plat	RCH
15 MAY 2020	Preliminary Plat	RCH
30 JUNE 2020	Revisions Per City Comments	RCH

TREE PRESERVATION LIST

Tree #	Species	DBH	Condition	Stems	Lost	Significant	Tree #	Species	DBH	Condition	Stems	Lost	Significant	Tree #	Species	DBH	Condition	Stems	Lost	Significant
1	Cottonwood	20.0	Fair	1		Y	37	Redcedar	9.0	Good	1	X	Y	77	Boxelder	12.0	Good	1	X	Y
4	Boxelder	13.0	Fair	2		Y	38	Hackberry	8.0	Good	1	X	Y	79	Boxelder	8.0	Good	1	X	Y
6	Cottonwood	8.0	Good	1		Y	39	Redcedar	7.5	Good	1	X	Y	80	Boxelder	21.0	Fair	4	X	Y
7	Willow	25.0	Good	1		Y	40	Hackberry	9.0	Good	1	X	Y	83	Boxelder	16.0	Fair	1	X	Y
8	Cottonwood	9.0	Good	1		Y	41	Redcedar	8.5	Good	1	X	Y	84	Aspen	8.0	Good	1	X	Y
9	Ash, green	8.0	Fair	2		Y	42	Redcedar	5.5	Fair	1	X	Y	85	Boxelder	15.0	Fair	1		Y
10	Cottonwood	9.0	Good	1		Y	43	Boxelder	19.5	Fair	3	X	Y	86	Boxelder	10.0	Good	1		Y
11	Cottonwood	14.0	Good	1		Y	45	Redcedar	5.0	Fair	1	X	Y	87	Willow	10.0	Very Poor	1		Y
12	Cottonwood	14.0	Good	1		Y	46	Redcedar	5.0	Good	1	X	Y	88	Boxelder	11.5	Good	1		Y
13	Elm, American	20.0	Good	1		Y	47	Redcedar	7.5	Good	1	X	Y	89	Boxelder	10.0	Good	1		Y
14	Redcedar	4.5	Good	1		Y	48	Redcedar	7.5	Good	1	X	Y	90	Boxelder	20.0	Good	3		Y
15	Boxelder	28.0	Fair	3		Y	49	Redcedar	4.5	Good	1	X	Y	91	Boxelder	9.0	Good	1		Y
16	Boxelder	32.0	Fair	4		Y	50	Redcedar	7.0	Good	1	X	Y	93	Boxelder	25.0	Good	2	X	Y
17	Cottonwood	9.0	Good	1		Y	51	Redcedar	8.0	Good	1	X	Y	94	Boxelder	8.0	Good	1	X	Y
18	Boxelder	11.5	Good	1		Y	52	Redcedar	8.5	Good	1	X	Y	95	Boxelder	10.0	Good	1	X	Y
19	Boxelder	10.0	Good	1		Y	53	Cottonwood	69.0	Good	1	X	Y	96	Boxelder	9.0	Good	1	X	Y
20	Redcedar	8.0	Good	1	X	Y	54	Redcedar	4.0	Good	1	X	Y	97	Boxelder	38.0	Good	4	X	Y
21	Redcedar	9.0	Good	1	X	Y	55	Redcedar	6.5	Fair	1	X	Y	98	Boxelder	18.0	Good	1	X	Y
22	Redcedar	6.0	Fair	1	X	Y	56	Redcedar	5.5	Good	1	X	Y	2	Maple, amur	18.0	Good	6		N.A.
23	Redcedar	6.5	Fair	1	X	Y	57	Ash, green	9.0	Good	1	X	Y	3	Maple, amur	25.0	Good	5		N.A.
24	Cottonwood	78.0	Very Poor	2	X	Y	58	Boxelder	11.0	Fair	2	X	Y	5	Olive, Russian	18.0	Good	1		N.A.
25	Boxelder	22.0	Fair	2	X	Y	59	Redcedar	8.0	Good	1	X	Y	62	Elm, Siberian	9.0	Poor	1		N.A.
26	Boxelder	11.0	Fair	1	X	Y	60	Redcedar	5.0	Good	1	X	Y	65	Elm, Siberian	19.0	Fair	2		N.A.
27	Cottonwood	62.0	Fair	1	X	Y	61	Redcedar	6.0	Good	1	X	Y	66	Elm, Siberian	9.0	Good	1		N.A.
28	Redcedar	5.0	Very Poor	1	X	Y	63	Boxelder	16.0	Good	2	X	Y	67	Elm, Siberian	14.0	Good	1		N.A.
29	Redcedar	5.0	Good	1	X	Y	64	Boxelder	11.0	Good	1	X	Y	68	Elm, Siberian	8.5	Good	1		N.A.
30	Redcedar	6.0	Fair	1	X	Y	69	Boxelder	9.0	Good	1	X	Y	70	Elm, Siberian	12.0	Good	1		N.A.
31	Redcedar	8.0	Fair	1	X	Y	71	Boxelder	29.0	Fair	5	X	Y	78	Elm, Siberian	8.5	Good	1		N.A.
32	Redcedar	5.0	Good	1	X	Y	72	Boxelder	15.0	Fair	2	X	Y	81	Elm, Siberian	14.0	Good	1		N.A.
33	Redcedar	7.5	Good	1	X	Y	73	Boxelder	8.0	Good	1	X	Y	82	Elm, Siberian	12.0	Good	1		N.A.
34	Redcedar	9.5	Good	1	X	Y	74	Redcedar	7.5	Good	1	X	Y	92	Elm, Siberian	14.0	Good	1		N.A.
35	Redcedar	6.5	Good	1	X	Y	75	Boxelder	21.5	Poor	3	X	Y	99	Elm, Siberian	12.0	Good	1		N.A.
36	Redcedar	10.0	Good	1	X	Y	76	Redcedar	9.5	Good	1	X	Y							

TREE PRESERVATION NOTES

- TOTAL CALIPER INCHES OF SIGNIFICANT TREES ONSITE = 1,129 (80% ALLOWABLE REMOVAL = 903 CAL. IN.)
- PROPOSED REMOVALS = 810 CAL. IN.
- REPLACEMENT REQUIRED = 810 - 977 = 133 CAL. IN.
133 x 1.25 REPLACEMENT RATE = 166 CAL. IN.
- 'NA' DESIGNATION IN LOST COLUMN DENOTES SPECIES NOT COUNTED TOWARDS CALCULATIONS.

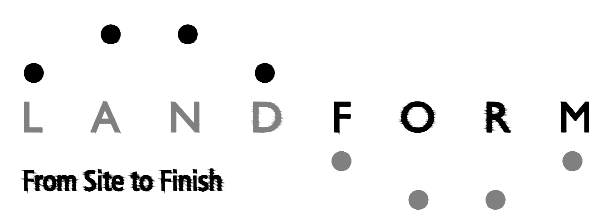
CERTIFICATION

I hereby certify that this plan was prepared by me, or under my direct supervision, and that I am a duly Licensed Landscape Architect under the laws of the state of MINNESOTA.

Joseph K. Phipps
 License No. 0595002
 This plan is a preliminary drawing and is not to be used for construction. A final copy of this plan will be available upon request.

IF THE ENGINEER'S SEAL OR FOUR LINES DIRECTLY ABOVE ARE NOT VISIBLE, THIS SHEET HAS BEEN REPRODUCED BEYOND INTENDED READABILITY AND IS NO LONGER A VALID DOCUMENT. PLEASE CONTACT THE ENGINEER TO REQUEST ADDITIONAL DOCUMENTS.

PRELIMINARY PLAT
 06.30.2020



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 Suite 513 Fax: 612-252-9077
 Minneapolis, MN 55401 Web: landform.net

FILE NAME L201LDP007.dwg
 PROJECT NO. LDP19007

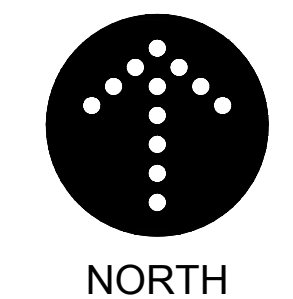
TREE PRESERVATION PLAN

L1.1

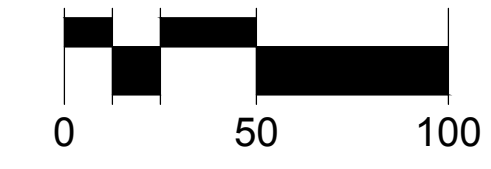
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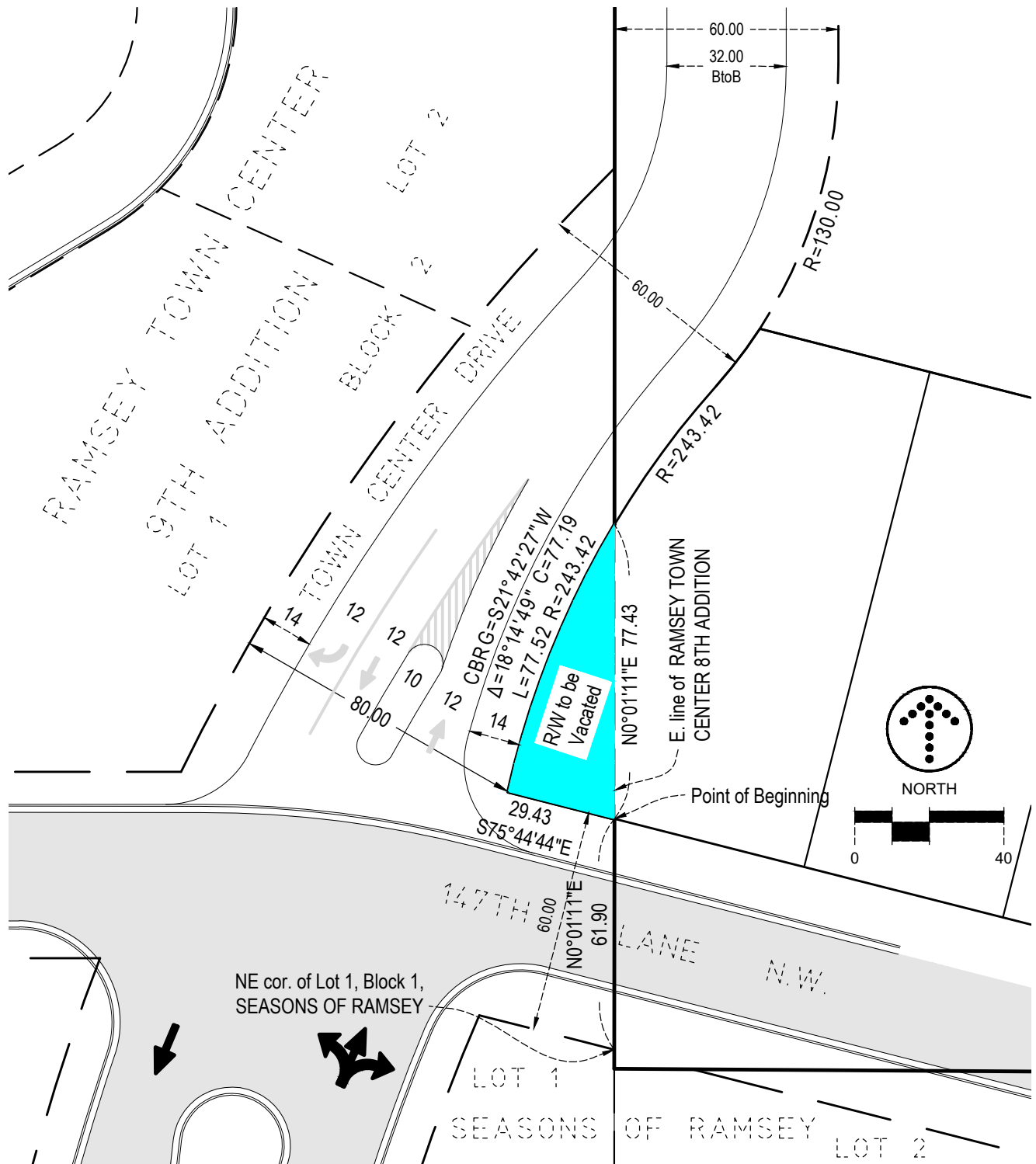
Know what's Below.
 Call before you dig.



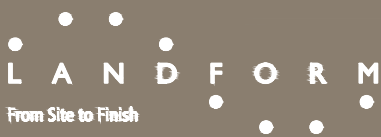
NORTH



That part of 147th Lane as dedicated in the plat of SEASONS OF RAMSEY, of record in the office of the Anoka County Recorder, Anoka County, Minnesota and that part of Town Center Drive as dedicated in the plat of RAMSEY TOWN CENTER 8TH ADDITION, of record in the office of the Anoka County Recorder, Anoka County, Minnesota, described as follows: Commencing at the northeast corner of Lot 1, Block 1, said SEASONS OF RAMSEY; thence North 0 degrees 01 minutes 11 seconds East, on an assumed bearing along the east line of said RAMSEY TOWN CENTER 8TH ADDITION, a distance of 61.90 to the Point of Beginning; thence continuing North 0 degrees 01 minutes 11 seconds East, along said east line, a distance of 77.43 feet; thence southerly a distance of 77.52 feet along a non-tangential curve, concave to the southeast, having a central angle of 18 degrees 14 minutes 49 seconds, a radius of 243.42 feet and a chord that bears South 21 degrees 42 minutes 27 seconds West to an intersection with a line lying 60.00 feet northerly of and parallel with the northerly line of said Lot 1; thence South 75 degrees 44 minutes 44 seconds East, along said parallel line, a distance of 29.43 feet to the Point of Beginning.

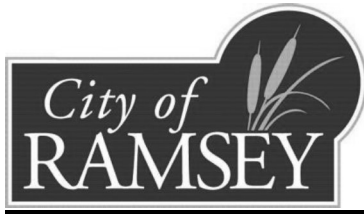


RIGHT OF WAY VACATION



in collaboration with:
DC RAMSEY, LLC

Ramsey Townhomes • Ramsey, MN
Vacation Exhibit • 06.17.2020



Land Use Application

<input type="checkbox"/> Plat – Sketch Plan	<input checked="" type="checkbox"/> Plat – Preliminary Plat	<input type="checkbox"/> Plat – Final Plat
<input type="checkbox"/> Administrative Plat	<input type="checkbox"/> Site Plan Review	<input checked="" type="checkbox"/> Easement/ROW Vacation
<input type="checkbox"/> Conditional Use Permit	<input type="checkbox"/> Interim Use Permit	<input type="checkbox"/> Comprehensive Plan Amendment
<input type="checkbox"/> Zoning Amendment	<input type="checkbox"/> Home Occupation Permit	<input type="checkbox"/> Variance
<input type="checkbox"/> Dwelling Moving Permit	<input type="checkbox"/> Environmental Permit	<input type="checkbox"/> Registered Land Survey
<input type="checkbox"/> Non-Traditional Animal License	<input type="checkbox"/> Beekeeping License	<input type="checkbox"/> Private Kennel License

Applicant Contact Information

Please note: All official communication will be routed through this contact.

Name:	Erin Carlson		
Street Address:			
City, State, ZIP:			
Home Phone:		Work Phone:	
Email:	eaconsulting425@gmail.com	Fax Number:	
Name of Business (if applicable):	DC Ramsey, LLC		
Business Address (if applicable)	105 South 5th Avenue, Suite 513		
Business City, State, ZIP	Minneapolis, MN 55401		
Business Phone:	952-380-8422	Business Fax:	

Subject Property Information

(Location of Application)

Address	N/A
PIN	28-32-25-12-0067 and 28-32-25-11-0230
Legal Description	Outlot E and Outlot D, Town Center Gardens 3rd Addition
Zoning District	R-2 Medium Density Residential

Contact the Planning Division at 763-433-9824 or planning@cityoframsey.com to request a Zoning Verification


Property Owner Information

(If different than Applicant)


Name:	DC Ramsey, LLC		
Street Address:	105 South 5th Avenue, Suite 513		
City, State, ZIP:	Minneapolis, MN 55401		
Home Phone:		Work Phone:	(612) 598-3920
Email:	casey@darkenwaldinc.com	Fax Number:	

Please provide a detailed description of your request and attached a copy of a scaled site plan
See attached.

A "Land Use Sign" will be placed on the Subject Property to allow Ramsey Residents the opportunity to obtain information about your request.

Applicant Signature		Co-Applicant Signature	
Printed Name	Darren Lazan	Printed Name	
Title	Co-Chief Manager	Title	
Date	6/25/2020	Date	

I understand that the application fee is non-refundable. All costs associated with the processing of this application are the responsibility of the applicant whether this application is approved or denied. Any excess of escrow account deposits over expenditures will be refunded at the time of account closure. I also understand that as the applicant, it is my responsibility to obtain all other permits or licenses required by any applicable regulatory agencies for this Land Use Application.

Property Owner Signature		Property Owner Signature	
Printed Name	Darren Lazan	Printed Name	
Title	Co-Chief Manager	Title	
Date	6/25/2020	Date	

I hereby certify that I am the fee title owner/contract for deed vendee of record for the above-mentioned property. Failure to prove ownership may void any agreements entered into the City and I will be held liable for any and all costs incurred by the City.



REFERENCE NUMBER
 20135357-C4E5-43C2-BE5B-A45DA5C0C26D

TRANSACTION DETAILS

Reference Number
 20135357-C4E5-43C2-BE5B-A45DA5C0C26D

Transaction Type
 Signature Request

Sent At
 06/25/2020 16:48 EDT

Executed At
 06/26/2020 11:47 EDT

Identity Method
 email

Distribution Method
 email

Signed Checksum

4c30f74cea8195e2289ab13d2665819a34239db4b027c2077db41f441542ea26

Signer Sequencing
 Disabled

Document Passcode
 Disabled

DOCUMENT DETAILS

Document Name
 Dc Ramsey - Land Use Application - Prelim Plat Row

Filename
 dc_ramsey_-_land_use_application_-_prelim_plat_row.pdf

Pages
 2 pages


Content Type
 application/pdf

File Size
 499 KB

Original Checksum

87c4bf5118bbcc751a12643a67515988142d4830eacb959d4543c7000c90469b

SIGNERS

SIGNER	E-SIGNATURE	EVENTS
<p>Name Darren Lazan</p> <p>Email dlazan@landform.net</p> <p>Components 2</p>	<p>Status signed</p> <p>Multi-factor Digital Fingerprint Checksum ffd3a361929f9f0887e0c52f4a42167c4d1a6913cdca4717a6889b7360bec1a3</p> <p>IP Address 174.219.140.117</p> <p>Device Safari via Mac</p> <p>Drawn Signature</p>  <p>Signature Reference ID E4219302</p> <p>Signature Biometric Count 115</p>	<p>Viewed At 06/26/2020 11:46 EDT</p> <p>Identity Authenticated At 06/26/2020 11:47 EDT</p> <p>Signed At 06/26/2020 11:47 EDT</p>

AUDITS

TIMESTAMP	AUDIT
06/26/2020 11:47 EDT	Darren Lazan (dlazan@landform.net) signed the document on Safari via Mac from 174.219.140.117.
06/26/2020 11:47 EDT	Darren Lazan (dlazan@landform.net) authenticated via email on Safari via Mac from 174.219.140.117.
06/26/2020 11:46 EDT	Darren Lazan (dlazan@landform.net) viewed the document on Safari via Mac from 174.219.140.117.
06/26/2020 11:45 EDT	Darren Lazan (dlazan@landform.net) viewed the document on Safari via Mac from 73.94.201.40.
06/25/2020 16:48 EDT	Darren Lazan (dlazan@landform.net) was emailed a link to sign.
06/25/2020 16:48 EDT	Erin Carlson (eaconsulting425@gmail.com) created document 'dc_ramsey_-_land_use_application_-_prelim_plat_row.pdf' on Chrome via Windows from 73.164.83.45.



From Site to Finish

Narrative
Garden View
Preliminary Plat and
ROW Vacation

Revised June 26, 2020



PREPARED FOR
DC Ramsey, LLC
105 5th Ave S, Suite 513
Minneapolis, MN 55401



PREPARED BY
Landform Professional Services, LLC
105 5th Ave S, Suite 513
Minneapolis, MN 55401

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Introduction

On behalf of DC Ramsey, LLC (“DCR”), Landform is pleased to submit this application for preliminary plat for construction of 18 single-family detached villas on PID 28-32-25-12-0067¹, which is located north of 147th Lane between Town Center Drive and Rhinestone Street NW. We are excited about the development proposed for this site. The 12-acre parcel is legally described as Outlot E, Town Center Gardens 3rd Addition, Anoka County.

Over the last couple weeks, we have been working to reconcile the development costs of our proposed application for Garden View Villas. As we expressed in prior meetings, the mission on this project was to bring an ‘attainable’ single-family detached product to Ramsey. Utilizing the volumetric construction methodology, we have been able to develop projects that deliver detached homes at/below price points typically associated with multi-family development. We thought this was an excellent fit for the proposed site in Ramsey and were encouraged by the positive feedback during the sketch plan phase. We expended considerable effort and resources to make that plan work.

For a variety of reasons, not the least of which were the extraordinary development costs associated with the project as we proposed, we have determined we are unable to proceed with the project as was previously proposed at this time. The buffer requirements, tree replacement, landscaping minimums, improvement costs, and development fees have forced us to look at simplifying the project.

Preliminary Plat

The proposed preliminary plat includes more standard 55’ lots along the existing public street on the south boundary. The northern portion of the parcel would be reserved for future development if/when the properties to the north were to develop. Our proposed ghost plat is shown on the plans. These lots are largely the same as those developed along the same roadway and, most recently, in the plat of COR 3. The plat is a straight R2 zoning application with no homeowner’s association connected with the project. Lots will be sold to individual builders in part or whole and likely constructed in a traditional fashion.

ROW Vacation

The proposed ROW Vacation is being requested to clean up the existing right-of-way for the future Town Center Drive. Vacating the ROW leaves adequate room for the future Town Center Drive to be constructed as shown on the vacation exhibit and will allow the adjacent lot to install irrigation, which will allow maintenance of the open area adjacent to the future roadway.

Summary

We respectfully request approval of the Preliminary Plat and ROW Vacation to allow construction of the 18 single-family home lots on the property.

¹ The small, nearly 1 acre parcel to the east of Outlot E, Outlot D, known by PID 28-32-25-11-0230, is also owned by DCR and is considered to be unbuildable because of the adjacent wetlands and land configurations.

Contact Information

This document was prepared by:

Kevin Shay
Landform
105 South Fifth Avenue, Suite 513
Minneapolis, MN 55401

Any additional questions regarding this application can be directed to Kevin Shay at kshay@landform.net or 612.638.0228.

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

RESOLUTION #20-002

**RESOLUTION GRANTING PRELIMINARY PLAT
APPROVAL OF GARDEN VIEW**

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

Outlot E and Outlot D, Town Center Gardens 3rd Addition, Anoka County, Minnesota

(the ‘Subject Property’);

WHEREAS, the City has received an Application for Preliminary Plat Approval for Garden View Villas, which includes eighteen (18) residential lots; and

WHEREAS, the Subject Property is located in the R-2 Residential District; and

WHEREAS, the Developer has proposed 50 foot-wide lots consistent with the requirements of the R-2 Residential (Detached Villa) District requirements; and

WHEREAS, the Planning Commission reviewed the sketch plan on June 4, 2020; and

WHEREAS, the Planning Commission met and held a public hearing for the Preliminary Plat on July 9, 2020 and recommended approval of the Preliminary Plat; and

WHEREAS, the City Council reviewed the Preliminary Plat on July 28, 2020; and

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

1. That the Ramsey City Council hereby grants preliminary plat approval for Garden View Villas in accordance with relevant City Codes, subject to the following conditions:
 - a. Compliance with the Staff Review Letters.
 - b. Compliance with all Staff Review Comments in ProjectDox.
 - c. Contingent upon final approval by City Engineer.
 - d. The Developer entering into a Development Agreement with the City.
 - e. Approved wetland delineation and 16.5 foot setback encumbered by easement.

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 _____ day of _____, 2020.

Mayor

ATTEST:

City Clerk

DRAFT

ORDINANCE #20-16

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

**AN ORDINANCE VACATING PARTIAL RIGHT OF WAY OF
147TH LANE AND TOWN CENTER DRIVE RIGHT OF WAY RELATED TO GARDEN
VIEW SUBDIVISION**

SECTION 1. AUTHORITY

This ordinance is adopted pursuant to and under the authority of the Home Rule Charter of the City of Ramsey, Section 12.6 and Minnesota Statutes 412.851.

SECTION 2. VACATION

The following described right of way, as indicated in Exhibit A attached, are hereby vacated, to-wit:

That part of 147TH Lane as dedicated in the plat of SEASONS OF RAMSEY, of record in the office of the Anoka County Recorder, Anoka County, Minnesota and that part of Town Center Drive as dedicated in the plat of RAMSEY TOWN CENTER 8TH ADDITION, of record in the office of the Anoka County Recorder, Anoka County, Minnesota, described as follows: Commencing at the northeast corner of Lot 1, Block 1, said SEASONS OF RAMSEY; thence North 0 degrees 01 minutes 11 seconds East, on an assumed bearing along the east line of said Ramsey Town Center 8th Addition, a distance of 61.90 to the Point of Beginning; thence continuing North 0 degrees 01 minutes 11 seconds East, along said east line, a distance of 77.43 feet; thence southerly a distance of 77.52 feet along a non-tangential curve, concave to the southeast, having a central angle of 18 degrees 14 minutes 49 seconds, a radius of 243.42 feet and a chord that bears South 21 degrees 42 minutes 27 seconds West to an intersection with a line lying 60.00 feet northerly of and parallel with the northerly line of said Lot 1; thence South 75 degrees 44 minutes 44 seconds East, along said parallel line, a distance of 29.43 feet to the Point of Beginning.

SECTION 3. EFFECTIVE DATE

This ordinance becomes effective 30 days after its passage and publication, subject to City Charter Section 5.04.

PASSED by the City Council of the City of Ramsey, Minnesota the _____ of August, 2020.

Mayor

ATTEST:

City Clerk

Introduction date: July 28, 2020

Posting dates:

Adoption date:

Publication date:

Effective date:

Meeting Date: 07/28/2020

By: Diana Lund, Finance

Information

Title:

Adopt Ordinance #20-11 Implementing a Gas Franchise Fee on Centerpoint Energy for Providing Gas Service Within the City of Ramsey, Adopt Ordinance #20-12 Implementing an Electric Franchise Fee on Connexus Energy for Providing Electric Service Within the City of Ramsey and Adopt 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 (small/mall type 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 on commercial rates.

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.

It is important to note that the current pavement management program funding method, which again relies on a combination of special assessments and property tax levy dollars, allows property owners to petition against pavement management projects. This happened to one proposed street reconstruction project in 2018, and another in 2019, which resulted in streets in two different neighborhoods not being reconstructed, resulting in a decline in the average pavement condition across all City streets. The City rates the condition of pavement sections using the Pavement and Surface Evaluation Rating (PASER) system, which is a scale from 1 to 10 with 1 representing pavement in complete disrepair, and 10 representing a brand new pavement section. Since 2015 the PASER ratings of City streets have been trending downward (2015 = 7.50, 2016 = 7.45, 2017 = 7.21, 2018 = 6.78, 2019 = 6.07) indicating that the condition of City streets are steadily declining.

Notification:

The three franchise fee ordinances were introduced on July 14, 2020 and a public hearing was held. 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 1st monthly franchise fee billing received by Ramsey residents.

Alternatives:

Alternative #1: Motion to Adopt 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 the City Council adopt the respective ordinances related to implementing a franchise fee on said utilities.

Action:

Motion to waive the Charter requirement to read the ordinance aloud and adopt Ordinance #20-11 Implementing a Gas Franchise Fee on Centerpoint Energy for Providing Gas Service Within the City of Ramsey, Adopt Ordinance #20-12 Implementing an Electric Franchise Fee on Connexus Energy for Providing Electric Service Within the City of Ramsey and Adopt Ordinance #20-13 Implementing an Electric Franchise Fee on the City of Anoka Electric for Providing Electric Service Within the City of Ramsey.

Roll Call Vote

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 Updated](#)

[Website Survey Summarized](#)

[U of M Local Road Funding Study](#)

Form Review

Inbox

Bruce Westby

Kurt Ulrich

Form Started By: Diana Lund

Final Approval Date: 07/23/2020

Reviewed By

Bruce Westby

Kurt Ulrich

Date

07/23/2020 11:33 AM

07/23/2020 02:05 PM

Started On: 07/16/2020 07:39 AM

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:

<u>Gas Utility</u> <u>Customer Classification</u>	<u>Amount per Account per Month (\$)</u>
Residential	\$ 7
Commercial/Industrial A (Up to 1,500 Therms)	\$ 10
Commercial/Industrial B (1,500-4,999 Therms)	\$ 20
Commercial/Industrial C (5,000 + Therms)	\$ 70
Small Volume, Dual Fuel A (“SVDF A”)	\$148
Small Volume, Dual Fuel B (“SVDF B”)	\$148
Institutional	\$148
Large Volume, Dual Fuel (“LVDF”)	\$800

(d) *Account Fee.* This fee is an account based fee and not a meter-based fee. In the event that an entity covered by this Ordinance has more than one meter, but only one account, only one fee shall be assessed to that account. In the event any entities covered by this Ordinance have more than one account, each account shall be subject to the appropriate fee. In the event a question arises as to the proper fee amount for any account, the highest possible fee amount shall apply.

(e) *Payment.* After the initial notice period as provided in Section 1 (i) franchise fees are to be collected by the Company and submitted to the City in accordance with the following schedule:

- January – March collections due by April 30
- April – June collections due by July 31
- July – September collections due by October 31
- October – December collections due by January 31

(f) *Record Support for Payment.* The Company shall make each payment when due and, if requested by the City, shall provide a statement summarizing how the franchise fee payment was determined, including information showing any adjustments to the total made to account for any non-collectible accounts, refunds or error corrections. The Company shall permit the City, and its representatives, access to the Company’s records for the purpose of verifying such statements.

(g) *Payment Adjustments.* Payment to the City will be adjusted where the Company is unable to collect the franchise fee. This includes non-collectible accounts.

(h) *Dispute Resolution.* If either party asserts that the other party is in default in the performance of any obligation hereunder, the complaining party shall notify the other party of the default and the desired remedy. The notification shall be written. Representatives of the parties must promptly meet and attempt in good faith to negotiate a resolution of the dispute. If the dispute is not resolved within 30 days of the written notice, the parties may jointly select a mediator to facilitate further discussion. The parties will equally share the fees and expenses of this mediator. If a mediator is not used or if the parties are unable to resolve the dispute within 30 days after first meeting with the selected mediator, either party may commence an

action in District Court to interpret and enforce this Ordinance or for such other relief permitted by law.

- (i) *Effective Date of Franchise Fee.* The effective date of this Ordinance shall be after its publication and sixty (60) days or more after sending written notice enclosing a copy of this adopted Ordinance to Company by certified mail. Collection of the fee shall commence as provided above.
- (j) *Relation to Franchise Agreement.* This Ordinance is enacted in compliance with the Franchise Agreement and shall be interpreted as such.
- (k) *Commitment of Funds.* All funds collected by the City via this franchise fee shall be committed funds. The funds shall be used exclusively to fund Ramsey's Pavement Management Program. These funds may not be used for any other use.
- (l) *Periodic Review.* The City Council may review this Ordinance from time to time in whatever manner the City Administrator then determines to be appropriate, including, but not limited to, review by the City Council in either a work session or a regular session. Failure to review this Ordinance shall not in any way invalidate or limit it.
- (m) *Annual Review.* Annually, by December 14 of each respective year, the City Council will be provided an update of the franchise fees collected, expensed and balance remaining in the committed Pavement Management Program Fund.
- (n) *Rebate Program.* The City will rebate the lesser annual amount paid for franchise fees versus special assessments (those assessed beginning year 2015) over the remaining term of the special assessments, regardless if the assessment was pre-paid or is currently being paid through property taxes. Rebates will be in the form of a check to qualifying property addresses who have submitted an annual rebate application form. This rebate program applies strictly to qualifying property addresses during the effective term of their current assessment or this Ordinance, whichever expires first. If a qualifying property is sold during the effective term of their current assessment, the rebate program is no longer eligible for that respective property.

SECTION 2: EFFECTIVE DATE.

This Ordinance takes effect as provided by the City Charter. This Ordinance shall terminate five (5) years from the date passed and adopted by the City. If the termination date falls within the middle of a three-month collection period, the Ordinance shall terminate at the end of the collection period.

PASSED by the Ramsey City Council this the ____ day of _____, 20____.

Mayor

ATTEST:

City Clerk

Introduction Date:

Posting Dates:

Adoption Date:

Publication Date:

Effective Date:

ORDINANCE #20-12

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

AN ORDINANCE IMPLEMENTING AN ELECTRIC FRANCHISE FEE ON CONNEXUS ENERGY, A MINNESOTA COOPERATIVE, ITS SUCCESSORS AND ASSIGNS, FOR PROVIDING ELECTRIC SERVICE WITHIN THE CITY OF RAMSEY, ANOKA COUNTY, MINNESOTA.

THE CITY OF RAMSEY ORDAINS:

SECTION 1: ELECTRIC FRANCHISE FEE

(a) *Definitions.* For the purposes of this Ordinance, the following terms shall have the following meanings:

(1) City. The City of Ramsey, County of Anoka, State of Minnesota.

(2) Company. Connexus Energy, a Minnesota Cooperative Corporation, its successors and assigns.

(3) Franchise Agreement. The franchise agreement between the City and Company pursuant to City Ordinance #13-20.

(4) Notice. "Notice" means a writing served by any party or parties on any other party or parties. Notice to Company shall be mailed to: Chief Executive Officer, Connexus Energy, 14601 Ramsey Boulevard NW, Ramsey, Minnesota, 55303.

Notice to City shall be mailed to the City Administrator, City of Ramsey, 7550 Sunwood Drive NW, Ramsey, Minnesota, 55303.

(b) *Purpose.* The Ramsey City Council has determined that it is in the best interest of the City to impose a franchise fee on those public utility companies that provide natural gas and electric services within the City. Pursuant to the Franchise Agreement, the City has the right to impose a franchise fee on Company. All franchise fee revenues generated through this Ordinance shall be collected in lieu of special assessments for Pavement Management Program projects, and shall be dedicated only to Pavement Management Program projects including pavement preservation and street reconstruction projects.

(c) *Franchise Fee Statement and Schedule.* A franchise fee is hereby imposed on Company commencing with the October 1, 2020 billing month, and in accordance with the following fee schedule:

<u>Electric Utility</u> <u>Customer Classification</u>	<u>Amount per Account per Month (\$)</u>
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:

<u>Electric Utility</u> <u>Customer Classification</u>	<u>Amount per Account per Month (\$)</u>
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:

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 \$5 Residential

Centerpoint Counts are based on March 2019 data					Connexus Energy Counts are based on March 2019 data					Anoka Municipal Counts are based on March 2019 data					
Rate Class	# of Accounts	Flat Rate Fee per Month	# months	Franchise Fee Revenue (Yearly)	Rate Class	# of Accounts	Flat Rate Fee per Month	# months	Franchise Fee Revenue (Yearly)	Rate Class	# of Accounts	Flat Rate Fee per Month	# months	Franchise Fee Revenue (Yearly)	TOTALS
Residential	8,967	5.00	12	\$538,020	Residential	9,143	5.00	12	\$548,580	Residential	230	5.00	12	\$13,800	\$1,086,600
Lower res because single gas meter in apt's															
Based on Monthly Therm Usage					Small Commercial/Industrial-Demand Ex: Lord of Life Church	195	45.00	12	\$105,300	Small Commercial/Industrial-Demand	4	45.00	12	\$2,160	\$105,300
Com - A (Up to 1500 Therms)	268	7.00	12	\$22,512	Small Commercial/Industrial-Non-Demand Ex: Small Churches	226	7.00	12	\$18,984	Small Commercial/Industrial-Non-Demand	50	7.00	12	\$4,200	\$45,696
Com/Ind-B (1,500-1-4,999 therms)	151	20.00	12	\$36,240	Institutional (Schools)	2	210.00	12	\$5,040	Large Commercial/Industrial	20	210.00	12	\$50,400	\$91,680
Com/Ind-C (5,000 plus therms)	106	70.00	12	\$89,040	Large Commercial Industrial	7	210.00	12	\$17,640					\$106,680	
SVDF - A (Up to 120,000 therms)	4	148.00	12	\$7,104										\$7,104	
SVDF - B (greater than 120,000 therms)	0	148.00	12	\$0											
LVDF	3	800.00	12	\$28,800										\$28,800	
TOTAL	9,499			\$721,716	TOTAL	9,573			\$695,544	TOTAL	304			\$70,560	\$1,471,860

* Rate Class Key:
 SVDF = Small Volume Dual Fuel Com=Commercial
 LVDF = Large Volume Dual Fuel Com/Ind = Commercial/Industrial

Com/Ind Follows City of Rogers Rates

USING \$6 Residential

Centerpoint					Connexus Energy					Anoka Municipal					TOTALS
Rate Class	# of Accounts	Flat Rate Fee per Month	# months	Franchise Fee Revenue (Yearly)	Rate Class	# of Accounts	Flat Rate Fee per Month	# months	Franchise Fee Revenue (Yearly)	Rate Class	# of Accounts	Flat Rate Fee per Month	# months	Franchise Fee Revenue (Yearly)	
Residential	8,967	6.00	12	\$645,624	Residential	9,143	6.00	12	\$658,296	Residential	230	6.00	12	\$16,560	\$1,303,920
Lower res because single gas meter in apt's															
Based on Monthly Therm Usage															
Com - A (Up to 1500 Therms)	268	8.00	12	\$25,728	Small Commercial/Industrial-Demand Ex: Lord of Life Church	195	45.00	12	\$105,300	Small Commercial/Industrial-Demand	4	45.00	12	\$2,160	\$105,300
Com/Ind-B (1,500-1-4,999 therms)	151	20.00	12	\$36,240	Small Commercial/Industrial-Non-Demand Ex: Small Churches	226	8.00	12	\$21,696	Small Commercial/Industrial-Non-Demand	50	8.00	12	\$4,800	\$52,224
Com/Ind-C (5,000 plus therms)	106	70.00	12	\$89,040	Institutional (Schools)	2	210.00	12	\$5,040	Large Commercial/Industrial	20	210.00	12	\$50,400	\$91,680
SVDF - A (Up to 120,000 therms)	4	148.00	12	\$7,104	Large Commercial Industrial	7	210.00	12	\$17,640					\$106,680	
SVDF - B (greater than 120,000 therms)	0	148.00	12	\$0										\$7,104	
LVDF	3	800.00	12	\$28,800										\$28,800	
TOTAL	9,499			\$832,536	TOTAL	9,573			\$807,972	TOTAL	304			\$73,920	\$1,695,708

* 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

USING \$7 Residential

# of Accts Estimated-did not provide counts					Connexus Energy					Anoka Municipal					TOTALS
Rate Class	# of Accounts	Flat Rate Fee per Month	# months	Franchise Fee Revenue (Yearly)	Rate Class	# of Accounts	Flat Rate Fee per Month	# months	Franchise Fee Revenue (Yearly)	Rate Class	# of Accounts	Flat Rate Fee per Month	# months	Franchise Fee Revenue (Yearly)	
Residential	8,967	7.00	12	\$753,228	Residential	9,143	7.00	12	\$768,012	Residential	230	7.00	12	\$19,320	\$1,521,240
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	Small Commercial/Industrial-Demand Ex: Lord of Life Church	195	45.00	12	\$105,300	Small Commercial/Industrial-Demand	4	45.00	12	\$2,160	\$105,300
Com/Ind-B (1,500-1-4,999 therms)	151	20.00	12	\$36,240	Small Commercial/Industrial-Non-Demand Ex: Small Churches	226	10.00	12	\$27,120	Small Commercial/Industrial-Non-Demand	50	10.00	12	\$6,000	\$65,280
Com/Ind-C (5,000 plus therms)	106	70.00	12	\$89,040	Institutional (Schools)	2	210.00	12	\$5,040	Large Commercial/Industrial	20	210.00	12	\$50,400	\$91,680
SVDF - A (Up to 120,000 therms)	2	148.00	12	\$3,552	Large Commercial Industrial	7	210.00	12	\$17,640					\$106,680	
Institutional	2	148.00	12	\$3,552										\$3,552	
SVDF - B (greater than 120,000 therms)	0	148.00	12	\$0										\$3,552	
LVDF	3	800.00	12	\$28,800										\$28,800	
TOTAL	9,499			\$946,572	TOTAL	9,573			\$923,112	TOTAL	304			\$77,880	\$1,926,084

* Rate Class Key:
 SVDF = Small Volume Dual Fuel Com=Commercial
 LVDF = Large Volume Dual Fuel Com/Ind = Commercial/Industrial
 Com/Ind Follows City of Rogers Rates

USING \$8 Residential

				Connexus Energy				Anoka Municipal							
<i># of Accts Estimated-did not provide counts</i>															
Rate Class	# of Accounts	Flat Rate Fee per Month	# months	Franchise Fee Revenue (Yearly)	Rate Class	# of Accounts	Flat Rate Fee per Month	# months	Franchise Fee Revenue (Yearly)	Rate Class	# of Accounts	Flat Rate Fee per Month	# months	Franchise Fee Revenue (Yearly)	TOTALS
Residential	8,967	8.00	12	\$860,832	Residential	9,143	8.00	12	\$877,728	Residential	230	8.00	12	\$22,080	\$1,738,560
Lower res because single gas meter in apt's															
Based on Monthly Therm Usage					Small Commercial/Industrial-Demand Ex: Lord of Life Church	195	45.00	12	\$105,300	Small Commercial/Industrial-Demand	4	45.00	12	\$2,160	\$105,300
Com - A (Up to 1500 Therms)	268	11.00	12	\$35,376	Small Commercial/Industrial-Non-Demand Ex: Small Churches	226	11.00	12	\$29,832	Small Commercial/Industrial-Non-Demand	50	11.00	12	\$6,600	\$71,808
Com/Ind-B (1,500-1-4,999 therms)	151	20.00	12	\$36,240	Institutional (Schools)	2	210.00	12	\$5,040	Small Commercial/Industrial	20	210.00	12	\$50,400	\$91,680
Com/Ind-C (5,000 plus therms)	106	70.00	12	\$89,040	Large Commercial Industrial	7	210.00	12	\$17,640	Large Commercial/Industrial					\$106,680
SVDF - A (Up to 120,000 therms)	4	148.00	12	\$7,104											\$7,104
SVDF - B (greater than 120,000 therms)	0	148.00	12	\$0											
LVDF	3	800.00	12	\$28,800											\$28,800
TOTAL	9,499			\$1,057,392	TOTAL	9,573			\$1,035,540	TOTAL	304			\$81,240	\$2,149,932

* **Rate Class Key:**
 SVDF = Small Volume Dual Fuel
 LVDF = Large Volume Dual Fuel
 Com=Commercial
 Com/Ind = Commercial/Industrial

Com/Ind Follows City of Rogers Rates

Counts are based on March 2019 data

USING \$7.25 Residential

				Connexus Energy				Anoka Municipal							
# of Accts Estimated-did not provide counts															
Rate Class	# of Accounts	Flat Rate Fee per Month	# months	Franchise Fee Revenue (Yearly)	Rate Class	# of Accounts	Flat Rate Fee per Month	# months	Franchise Fee Revenue (Yearly)	Rate Class	# of Accounts	Flat Rate Fee per Month	# months	Franchise Fee Revenue (Yearly)	TOTALS
Residential	8,967	7.25	12	\$780,129	Residential	9,143	7.25	12	\$795,441	Residential	230	7.25	12	\$20,010	\$1,575,570
Lower res because single gas meter in apt's															
Based on Monthly Therm Usage					Small Commercial/Industrial-Demand Ex: Lord of Life Church	195	45.00	12	\$105,300	Small Commercial/Industrial-Demand	4	45.00	12	\$2,160	\$105,300
Com - A (Up to 1500 Therms)	268	10.00	12	\$32,160	Small Commercial/Industrial-Non-Demand Ex: Small Churches	226	10.00	12	\$27,120	Small Commercial/Industrial-Non-Demand	50	10.00	12	\$6,000	\$65,280
Com/Ind-B (1,500-1-4,999 therms)	151	20.00	12	\$36,240	Institutional (Schools)	2	210.00	12	\$5,040	Large Commercial/Industrial	20	210.00	12	\$50,400	\$91,680
Com/Ind-C (5,000 plus therms)	106	70.00	12	\$89,040	Large Commercial Industrial	7	210.00	12	\$17,640					\$106,680	
SVDF - A (Up to 120,000 therms)	4	148.00	12	\$7,104										\$7,104	
SVDF - B (greater than 120,000 therms)	8,967	148.00	12	\$15,925,392											
LVDF	3	800.00	12	\$28,800										\$28,800	
TOTAL	18,466			\$16,898,865	TOTAL	9,573			\$950,541	TOTAL	304			\$78,570	\$1,980,414

* Rate Class Key:
 SVDF = Small Volume Dual Fuel Com=Commercial
 LVDF = Large Volume Dual Fuel 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.

Franchise Fee Amounts

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										
No.	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.

Online Form Submittal: Road Funding Options Public Comment Form Summary

No.	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
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.
25	9-Jul-20	2:17 PM	No	Field not completed.	No	Field not completed.	No	Field not completed.	No	Taxes- in this case just with a different name- cannot be the only answer always. Naming this tax a "Franchise Fee" serves the intended purpose of hiding a tax and limiting transparency. With federal grant money left on the table because of lack of leadership in this area, other avenues must be considered. While taxes are an important and appropriate revenue stream, they cannot be the answer to all needs. The lack of transparency in naming is frustrating. And hiding the fee in utility bills is cowardice.
26	9-Jul-20	10:41 PM (1)	No	Field not completed.	No	Field not completed.	Yes	Field not completed.	No	Field not completed.
27	9-Jul-20	10:41 PM (2)	No	Field not completed.	No	Field not completed.	Yes	Field not completed.	No	Field not completed.
28	9-Jul-20	10:43 PM	Yes	This should be a party of Property taxes.	No	Field not completed.	No	These are hidden.	No	Field not completed.
29	10-Jul-20	7:05 AM	Yes	Field not completed.	No	Field not completed.	No	Just a new tax by another name. Ramsey has failed miserably at attracting new business to expand it's tax base instead focusing on medium and high density housing.	No	Field not completed.
30	10-Jul-20	7:20 AM	No	Field not completed.	Yes	Field not completed.	No	Too many taxes already.	Yes	Use tax money already taken
31	10-Jul-20	7:26 AM	Yes	Field not completed.	No	Field not completed.	No	Field not completed.	No	Field not completed.
32	10-Jul-20	7:39 AM	Yes	Field not completed.	Yes	Field not completed.	No	Field not completed.	No	Field not completed.
33	10-Jul-20	7:52 AM	No	Field not completed.	No	Field not completed.	No	Field not completed.	No	Already pay enough in taxes. Learn to budget more efficiently.
34	10-Jul-20	8:18 AM	No	Don't raise our taxes, cut back on other stuff	No	My taxes are already high	No	Absolutely not	Yes	Gas tax, That we already pay.
35	10-Jul-20	9:31 AM	No	Field not completed.	Yes	Field not completed.	No	Field not completed.	No	Field not completed.
36	10-Jul-20	12:28 PM	No	That would lead to excessive taxes and hurt any kind of development. No one will build in Ramsey residential or business with a 100% levy.	No	Special assessment can cripple those on limited incomes.	Yes	It is not a perfect option, but it is the best of the three.	No	Not sure what other options there would be. Would be interested to hear if someone had a brilliant idea.
37	10-Jul-20	2:30 PM	No	Field not completed.	No	Field not completed.	No	Field not completed.	Yes	Sales Tax and reduce government size. Holy cow we have way too many.
38	11-Jul-20	6:05 AM	No	Field not completed.	No	Field not completed.	Yes	I am concerned about the transparency involved with the use of this money. Still this does seem like the best choice.	No	Field not completed.
39	13-Jul-20	4:26 PM	Yes	put it on the ballot in November and let the residents vote on it	Yes	we have lived in Ramsey since 1971 and this program has seemed to work for everyone	No	with the current lose of jobs and the virus and wage reductions that people are already on the edge of losing their homes we believe this is a very bad idea for the city to make now	Yes	work harder in getting funding from state and federal
40	13-Jul-20	9:04 PM	Yes	Field not completed.	No	Field not completed.	No	Field not completed.	No	Is there another idea?

Road Funding
On-Line Survey

Date Submitted: June 6, 2019 - July 13, 2020

	<u>100% Tax Levy</u>	<u>Levy/Spec Assess</u>	<u>Franchise Fee</u>	<u>Other</u>	<u>Total Responses</u>	
Responses:	10	13	11	9	43	(40 People responded - 3 had 2 answers)

Date Submitted: June 10, 2020 - July 13, 2020

Pavement Management Discussion on Council Agenda

	<u>100% Tax Levy</u>	<u>Levy/Spec Assess</u>	<u>Franchise Fee</u>	<u>Other</u>	<u>Total Responses</u>	
Responses:	4	5	8	5	22	

Road Funding Mechanisms for Small Suburban Cities in the Twin Cities Metro Area



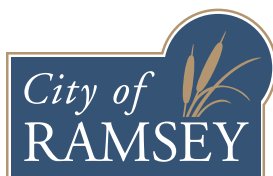
Prepared by

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Students in PA 5041: Qualitative Methods
Instructor: Dr. Greta Friedemann-Sánchez,
Humphrey School of Public Affairs

Prepared in Collaboration with

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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

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. Using interview and survey responses collected from city managers and public works professionals in cities in the Twin Cities metro region, this report examines how other comparable cities are funding their road maintenance programs and presents the following findings and recommendations for the City of Ramsey to apply in their own road funding context.

1. **Increased community engagement** - Establishing a robust and purposeful community engagement plan can help grow public support for new road funding programs and help residents understand the current state of the city's road funding situation.
2. **Establish a new road funding structure:** Given the inadequacy of the current road funding program in Ramsey, we recommend that the city adds another funding tool to its toolbox.
3. **Work in a coalition** - Working together can help elevate the local road funding issues to the state and present a strong rationale for the passage of additional tools for local governments.

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 Teaching Assistant 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 responsible 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, raising property taxes is often not politically feasible. 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 revenues* 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* (Appendix A). *Property taxes* and *special assessments* are the largest

and most common revenue sources for local roads 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 or delay construction progress creating sunk costs (Zhao, 2010). *Franchise fees*, which charge utility companies for use of roads have become increasingly popular with 357 cities out of 853 cities in Minnesota collecting franchise fees (Inver Grove Heights). *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. These bonds are normally classified as general obligation bonds, meaning they are guaranteed by the municipality and taxpayer dollars (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 construction¹ (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 lifespan² (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 payments³ (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 or postponements to 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,

¹ See Appendix B for explanation of road maintenance and construction

² See Appendix B for description of road maintenance types.

³ See Appendix A for description of funding methods.

Ramsey recently 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 at the Humphrey School of 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 a 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 to compare the funding mechanisms between suburban cities and identify themes to explain those differences. Our study focuses on two questions:

1. How are comparable cities to the City of Ramsey funding its 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, rates, political feasibility, and community engagement efforts) of sustainable road funding mechanisms in suburban cities in the Twin-Cities Metro Region.

Objective 2: Understand why each city funds the way it does 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; semi-structured informational 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

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 (Appendix B).

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 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 or Managers. 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, controlling for population.

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 the low response rate in our first wave, brought on by the COVID-19 pandemic, 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

Research Design

The study design included literature review, preliminary interviews, recruitment, interviews, and analysis phases and took place over the course of roughly three months from February through April 2020 (Table 1). We began by conducting a 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 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 C, and the potential criteria cities use to assess different local road funding techniques (equity, efficiency, adequacy, and feasibility). An illustrative conceptual framework of the research design can be found in Appendix D.

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>

We gathered information from the Administrators, Managers, or Engineers from a total of eight comparable cities. Individuals from cities were recruited to participate in the research with the help of the Ramsey City Administrator. 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 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 second wave 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 E)⁷. 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 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. 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 what combination of revenue sources each city used to fund their roads and their rationale for choosing these alternatives.

Table 1: Summary of Data Sources

#	Data Sources
37	City of Ramsey documents
2	Preliminary informational interviews; municipal funding professor and City of Ramsey City Manager
4	Semi-structured interviews with city administrators, managers, and engineers
1	Informational interview with the League of Minnesota Cities
1	Written email response
3	Survey responses

Once the interview and survey responses 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

⁷ Given the low rate of response for interviews during the COVID-19 pandemic, the data collection plan evolved to include a paired down survey that was qualitatively focused. The data collected from the surveys has less depth than the data collected from the interviews, however the transition was pivotal in providing an adequate sample size for our analysis.

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 the results of our analysis research and skew data results and recommendations; however, keeping names of cities and officials confidential allows us to capture more comprehensive information.

To protect participants, 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 of 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.

CITY FUNDING PROFILES AND RATIONALE

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 (survey city officials to identify their preferred road funding techniques and why those techniques are best suited towards the particular city).

Coon Rapids

Coon Rapids 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 is 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 Coon Rapids, 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.

Coon Rapids 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.

Brooklyn Park

Upon talking with officials from Brooklyn Park, 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 Brooklyn Park 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. A type of "pay as you go" approach where equal fees were paid by all residents was desired, which franchise fees are able to achieve. With a balanced political spectrum, there have been no issues with franchise fees and Brooklyn Park views that they will continue to use this method for road funding needs in the foreseeable future.

Brooklyn Park 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.

Inver Grove Heights

Inver Grove Heights 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. Inver Grove Heights 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, the city funds their roads with about 30% special assessments and 70% other sources, reducing the overall burden on their residents.

Inver Grove Heights 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.

Elk River

Elk River 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.

Elk River 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.

White Bear Lake

White Bear Lake has a 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. White Bear Lake 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 White Bear Lake, but they continue to follow proposed legislation in order to find new and innovative ways to fund road infrastructure.

White Bear Lake leaned forward with using bonds as their new funding model in 2018 for road infrastructure. This is likely due to political makeup, 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.

New Hope

New Hope 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.

New Hope 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 approach 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.

Eagan

Eagan 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.

Eagan 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.

Stillwater

While it varies from year to year, special assessments are the largest portion of Stillwater'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 gaging the public in alternative methods that may provide more efficiency. Stillwater has looked into street improvement districts as an innovative approach to funding road maintenance for their municipality.

Stillwater 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, Stillwater has done no public outreach to gage whether they 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, Stillwater shows no sign in changing their funding method as the current model continues to meet their needs.

SYNTHESIS OF FUNDING

From the interview and survey results of eight cities in the seven-county metro area we were able to present a balanced depiction of how comparable cities to the City of Ramsey are funding their roads (Table 2 and 3). 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 our 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.

We found that all cities except Coon Rapids and White Bear Lake fund their roads with general fund and property taxes. All cities have used them in the past or currently use special assessments, though Brooklyn Park no longer uses them, Elk River plans to eliminate their use in the future, and New Hope only uses them for tax-exempt properties. Capital bonds were used in five out of the eight cities. Franchise fees, an increasingly popular option, were used in four of the eight cities. Brooklyn Park uses other mechanisms such as national and international grants and Inver Grove

Heights collects a special revenue from their landfill agreement. All cities use state MSAS funds where possible.

Table 2: Funding Matrix

	Property Taxes	Special Assessments	Capital Bonds	Franchise Fees	Other Mechanisms
Coon Rapids		X	X		
Brooklyn Park	X		X	X	X
Inver Grove Heights	X	X	X	X	X
Elk River	X			X	
White Bear Lake		X	X		
New Hope	X	X		X	
Eagan	X	X			
Stillwater	X	X	X		

Table 3: Funding Technique Usage Discussion:

Technique	Usage Summary
Franchise Fees	Multiple cities reported that franchise fees are used to address local road funding needs. Some cities used franchise fees as a supplement to other funding sources, while some use them as the primary source of funding. Most of the cities that have franchise fees enacted them in the last decade. Flat fee franchise fees are the most common. Cities' rationale for this funding mechanism was due to the way to disperse low burden equally among residents. The use of the flat fee also insured predictable costs for residents.
Special Assessments	Assessments were a common way for cities in our sample to allocate a portion of total 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. Cities rationale for special assessments was typically based on the benefits received principle. Another reason is that Minnesota state statute requires cities to assess at least 20% of the cost of a project when using public bonds.

Property Tax	Property taxes are a common way for cities to raise general revenue. Most cities within our sample use property tax revenue as a way to fund their road projects. Property taxes are a reliable source of revenue however largely inadequate to cover total road funding costs, dependent on short term priorities, and politically unpopular.
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. The interest incurred by bonds often places future burden on property tax funds, which are used to pay the interest.
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, international funding, the Local Road Improvement Fund, and Host Community Funds (fees for using a city's landfill).

Given our findings, the City of Ramsey is well situated in their current reliance on special assessments for approximately 25% of projects and we would not recommend increasing this, as cities have expressed overall interest in keeping these rates at this level. Multiple cities have appreciated the diversification, stability, and flexibility offered by franchise fees. Though we did not hear of any cities having trouble with introducing the fee politically, we did hear from numerous sources that there is a high level of importance placed on public engagement efforts. Additionally, our interview with the League of Minnesota Cities representative mentioned concern of growing political unpopularity of franchise fees. Partnership with League of Minnesota Cities and other cities that have successfully passed the franchise fee would be a useful tool as the City of Ramsey considers the political feasibility of passing franchise fees.

Innovative funding techniques

Interviewees also discussed several 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 city 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 use 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 in gaining public support for new revenue generating tools. 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). This city targeted its messaging towards property owners who had upcoming assessment bills based on street improvement plans, and who may have been more receptive to road funding alternatives that helped them avoid large assessments. Finally, one city mentioned that they distribute 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 the following two key objectives.

- 1) Survey and interview city managers and engineers to document the range and nature of sustainable road funding mechanisms in suburban cities in the Twin-Cities Metro Region.
- 2) 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 compiling ideas and best practices. Should the City of Ramsey decide to move forward with the implementation of franchise fees, we recommend the following courses of action in order to meet their future road construction needs:

1. **Increased community engagement** - We heard from numerous cities that community engagement was critical for the political feasibility and success of implementing a new funding program. Given the pandemic, we would recommend a focus on online engagement opportunities. This could include Facebook posts, Zoom meetings, and other virtual engagement. We would suggest reaching out to Inver Grove Heights to discuss success with virtual engagement. Additionally, when social distancing rules are relaxed, we suggest contacting Brooklyn Park to discuss their success with strategically focused and curated community meetings. Establishing a robust and purposeful community engagement plan can help grow public support for new road funding programs and help residents understand the current state of the city's road funding situation.
2. **Establish a new road funding structure:** Given the inadequacy of the current road funding program in Ramsey, we recommend that the city adds another funding tool to its toolbox. Currently franchise fees seem to be the best available alternative, equally distributing the cost of road improvements across the entire community and allowing residents to plan for a consistent monthly bill (as opposed to large, unplanned bills from assessments). We also recommend that the city track the legislative process of other road funding tools that the Minnesota Legislature is considering such as the wheelage tax and street improvement districts. These alternatives would provide the city with more tools to generate dedicated road funding revenue.
3. **Work in a coalition** - Whether it be through partnership with League of Minnesota Cities or more informal relationships, we recommend the City of Ramsey collaborates with comparable cities to share best practices and advocate to the Minnesota State Legislature. Sharing information will help cities to better understand their available options and how unique combinations of road funding tools fare in other city contexts. Additionally, many other Minnesota cities are also dealing with inadequate road funding budgets. Working together can help elevate the issue to the state and present a strong rationale for the passage of additional road funding tools for local governments.

Our research highlights that the State of Minnesota, specifically the Minnesota State Highway Investment Plan (MnSHIP), is concerned of 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 decisive outcomes to mitigate it.

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Appendix A: 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.

Appendix B: 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 C: Interview Guide

Qualitative Review of Minnesota's Local Road Funding Strategies

The City of Ramsey and The Resilient Communities Project

Humphrey Team: Molly Sir, Sean Crawford, Steven Kutz, and David Ambuel

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?

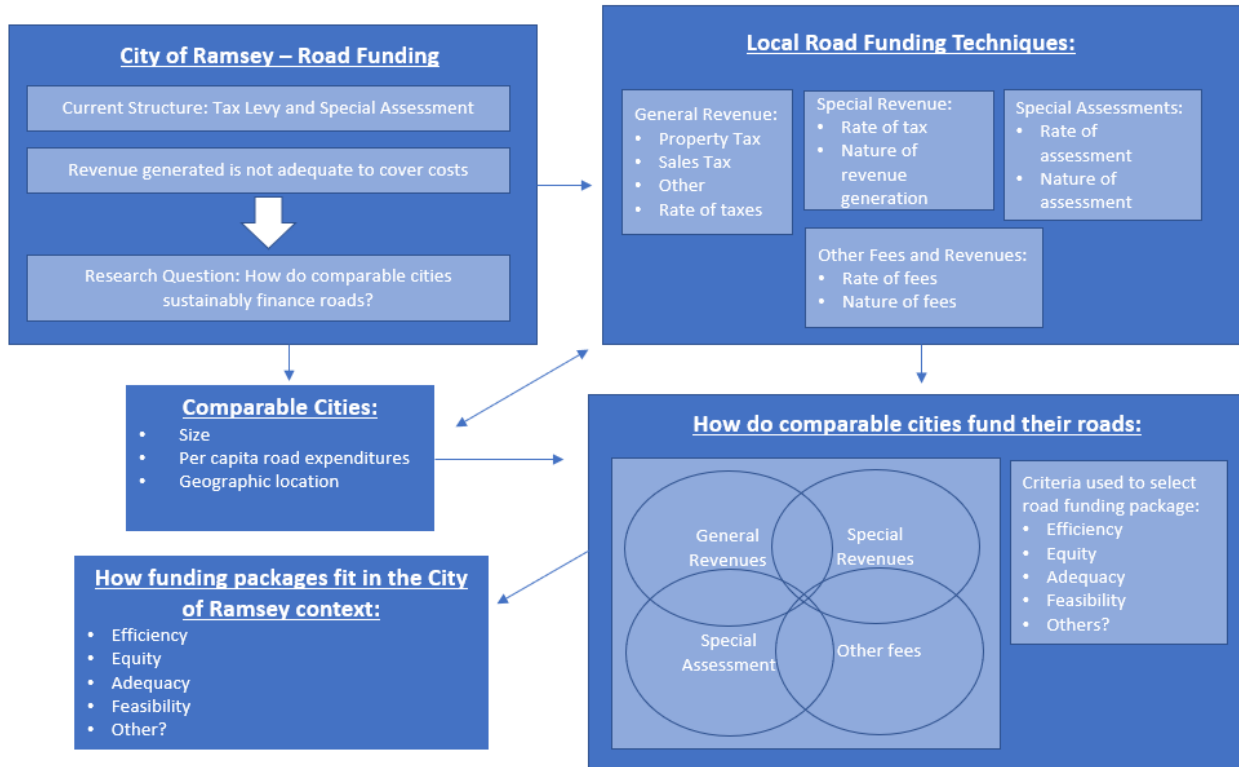
a) (Follow Up Question based on Yes or No response to Main Question) If yes, what types of public engagements were conducted and how would you rate its success?

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.

Appendix D: Conceptual framework



Appendix E: 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?

Appendix F: 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

Meeting Date: 07/28/2020

By: Colleen Lasher, Administrative Services

Information

Title:

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

Purpose/Background:

This ordinance was introduced and a first reading was approved by the Council Council at the regular meeting of July 14, 2020. The ordinance is presented for a final reading and adoption as introduced. The purpose of this case is for the City Council to consider the final reading and adoption of this ordinance that amends 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 adopt the attached ordinance to establish an ordinance governing the use of the Ramsey Parking Ramp.

Action:

Motion to waive the City Charter requirement to read the ordinance aloud and adopt Ordinance #20-15 adding to Chapter 54 of the City Code: Traffic and Vehicles

Roll Call Vote

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

Attachments

Ordinance 20-15

Form Review

Inbox

Colleen Lasher (Originator)
Kurt Ulrich
Form Started By: Colleen Lasher
Final Approval Date: 07/23/2020

Reviewed By

Colleen Lasher
Kurt Ulrich

Date

07/22/2020 10:15 AM
07/23/2020 02:10 PM
Started On: 07/21/2020 04:13 PM

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 an 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 28th day of July, 2020, by the City Council of the City of Ramsey.

CITY OF RAMSEY

By: _____
John LeTourneau, Mayor

ATTEST:

Colleen Lasher, City Clerk

Introduction Date: July 14, 2020

Posting Dates: July 14, 2020

Adoption Date:

Publication Date:

Effective Date:

Meeting Date: 07/28/2020

Submitted For: Chloe McGuire Brigl, Community Development

By: Eric Maass, Community Development

Information

Title:

Introduce Ordinance #20-09: Revisions to Section 117-349 related to Accessory Uses and Structures

Purpose/Background:

The purpose of this case is for the City Council to review proposed updates to the Accessory Uses section of the City's ordinances. Proposed updates 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 related to accessory uses on their property. The Planning Commission considered this proposed ordinance amendment at their meeting on July 9, 2020. The planning commission voted unanimously to forward the ordinance as drafted to the City Council.

Notification:

Staff published the Notice of Public Hearing in the Anoka County UnionHerald. The public hearing was not specific to a single address and as a result individual mailers regarding this public hearing have not been sent to individual residences.

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 Accessory Uses portion of the zoning ordinance (Section 117-349). This sections outlines standards for uses such as decks, sheds, pools, and driveways. Each year City Staff receive dozens of permits related to these types of property improvements and as a result the current ordinance has been thoroughly tested by both Staff and residents in its current form and Staff have identified a number of areas within the current ordinance that are recommended to be updated. The updates that are proposed are meant to reduce redundancies as well as react to common resident requests related to the ordinance itself. Staff has attached the draft ordinance that was reviewed by the Planning Commission and is now ready for review by the City Council. Staff will walk through each of the proposed revisions with the City Council and members of the public in attendance.

Proposed Revision Summary

- Relocation of language regarding pools. Currently ordinance language related to pools is in three different locations within the ordinance. Staff is proposing to condense that information under the accessory uses section 117-349.
- Removal of the requirement that property owners site accessory buildings in a location that would still allow for future re-subdivision of the property.
- Revising the process for a resident to request a taller accessory building from a variance request to a conditional use permit. A variance carries with it certain statutory requirements whereas a conditional use permit requirements are specific to the City.
- Removal of language related to accessory building architectural requirements if the building is in the front yard. Staff has found requiring three of the four (minimum of three complimentary colors, minimum 35% brick on street facing side, one hundred percent vegetative screening agreement recorded against the property, and 10% window coverage on street facing and common property lines) to be unrealistic when administering the code. City staff have revised the code to buildings in the front yard requiring that the exterior material match the principal building which achieves the original intent of that part of the ordinance that is proposed to be deleted.

- Combining the accessory building size restricts table into a single table. Currently there are two tables, one each for the R-1 Rural Developing and the R-1 MUSA, however both tables have the same information.

Alternatives

Alternative 1: Provide staff with specific direction on revisions to the allowable square footage of accessory building space and number of accessory buildings and introduce Ordinance #20-09 revising City Code Section 117-349 related to Accessory Uses. Staff supports this alternative.

Alternative 2: Table Ordinance #20-09 for further revision by City Staff based on feedback and direction by the City Council. Staff also supports this alternative with specific feedback from the City Council for desired revisions to the draft ordinance.

Funding Source:

Staff is handling this case as part of their regularly scheduled duties.

Recommendation:

Staff recommends that the City Council introduce Ordinance #20-09.

Action:

Motion to introduce Ordinance #20-09 amending City Code section 117-349 related to Accessory Uses.

Attachments

Ordinance 20-09 Accessory Uses Section 117-349

Neighboring Communities Accessory Building Guidelines

Current Ordinance Analysis

Draft Planning Commission Minutes

Form Review

Inbox	Reviewed By	Date
Tim Gladhill	Tim Gladhill	07/23/2020 08:28 AM
Kurt Ulrich	Kurt Ulrich	07/23/2020 01:54 PM
Form Started By: Eric Maass		Started On: 07/20/2020 08:41 AM
Final Approval Date: 07/23/2020		

ORDINANCE #20-09

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

**AN AMENDMENT TO CHAPTER 117 SECTION 349 WHICH IS KNOWN AS THE
ACCESSORY USES AND BUILDINGS SECTION OF THE CITY CODE OF
RAMSEY, MINNESOTA.**

SECTION 1. AMENDMENT

The following ~~stricken~~ language is hereby removed from Chapter 117 Section 349 and the following underlined words are to be added to Chapter 117 Section 349.

Sec. 117-349. – Accessory uses and buildings

- (a) Sport courts and other impervious surfaces must meet the minimum setbacks established for accessory buildings in section 117-111 unless otherwise specified by this Code.
- (b) Every commercial fishing pond shall be enclosed by a fence or wall not less than four feet high to prevent uncontrolled access by small children.
- (c) Swimming pools and spas ~~(also see chapter 105, article III).~~

(1) *Setback requirements.*

- a. Swimming pools and spas shall be set back a minimum of ten feet from all adjoining lots. For corner lots, swimming pools and spas shall meet the required side yard setback for buildings in the applicable zoning district (section 117-~~1104~~(d)). Swimming pools and spas may not extend closer to the front lot line of the parcel than the principal structure located on said parcel, except that on residential parcels of one acre or more in size, a swimming pool or spa may be constructed closer to the front lot line than the principal structure, provided that such swimming pool or spa can maintain a 200-foot setback from the property line.

~~b. A swimming pool or spa may not be located closer than four feet to the principal structure located on the parcel where the swimming pool or spa is to be constructed.~~

e.b. No swimming pool or spa may be constructed within 20 feet of any portion of an on-site sewer system or any private water well.

e.c. No person shall build, construct, locate or install a swimming pool and walkway or spa within any easement.

(2) *Fencing.*

- a. *Temporary fencing.* During the construction of any in-ground swimming pool or spa, the construction area must be secured with a portable fence which is not less than four feet in height.

- 1. Temporary fencing shall be flush with the ground and securely anchored.
- 2. Supportive posts shall be placed no more than eight feet apart.

- b. *Permanent fencing.*

- 1. All aboveground swimming pools that have a minimum side-wall height of four feet need not be fenced, but shall have removable steps, which steps shall be removed when the swimming pool is unattended. In the event that an accessory deck to the swimming pool is constructed, which is adjacent to any part of the swimming pool, said deck shall include, on its entire outside perimeter, a 36-inch-high guard rail. The guard rail shall be constructed so that no open space within it is wider than six inches.

2. All in ground swimming pools shall require that the area be secured by a permanent fence at least four feet in height.

23. All outdoor spas shall have either a fence as described in subsection (c)(2)b.1 of this section, or a secured cover.

4. All permanent fencing shall have self-closing and self-latching gates.

(3) *Noise.*

a. The swimming pool or spa shall be designed, constructed and sited in such a way as to limit noise generated by its mechanical equipment, so as not to create a nuisance and/or affect the reasonable use and enjoyment of adjacent property owners.

b. The swimming pool and/or spa shall be sited on the parcel so that its mechanical equipment, including heating and filtering equipment, is located at least 30 feet from the inhabited portion of neighboring residential structures.

(4) *Pool walkway deck and deck drains.* Unobstructed deck areas not less than 48 inches wide shall be provided to extend entirely around each in-ground swimming pool. Swimming pool decks shall be constructed above, but not more than nine inches above, the normal water line. The required deck area shall be constructed of impervious material. The deck shall have a pitch of at least one-fourth inch to the foot, designed so as to prevent back drainage into the pool. If deck drains are provided, drain pipe lines shall be at least two inches in diameter; drain openings shall have an open area of at least four times the cross sectional area of the drain pipe. Deck drains shall not be connected to the re-circulation system pipe.

(5) *Swimming pool drainage.* To the extent feasible, back flush water or water from pool drainage shall be on the owner's property or into approved public drainage ways. Water shall not drain onto adjacent or nearby private land.

(6) *Lighting.* Lights used in conjunction with a swimming pool and/or spa shall be located and constructed so as to deflect away from adjacent property and in such a manner that they do not create a nuisance or affect the reasonable use and enjoyment of adjacent property.

(7) Administration and Permits. Swimming pools or spas that are less than 5,000 gallons shall be allowed without the issuance of a building permit; however, a zoning permit must be obtained prior to the swimming pool or spa being constructed, installed, or moved onto a property.

(a) Application for a pool/spa permit shall be made on a form supplied by the city, and shall contain all information as stated on the application, including, but not limited to, the following:

(1) Legal description and the fee owner of the parcel on which swimming pool/spa is proposed to be constructed.

(2) Proposed location of swimming pool or spa on the parcel.

(3) Parcel dimensions.

(4) Location of any on-site sewage disposal system and/or location of any private water well.

(5) Side, front and rear yard setbacks.

(6) All easements.

(b) All site plans showing the information listed in subsection (a) of this section shall be drawn to scale, and shall be signed by the parcel's fee owner.

(8) Construction Methods. Due precautions shall be taken during the construction of a swimming pool or spa to avoid damage, hazards, or inconvenience to adjacent or nearby property, and to ensure that proper care is taken in stock piling excavated material in order to avoid erosion, dust, or other infringement onto adjacent property.

(d) *Accessory buildings.*

~~(1) *Future re-subdivision.* Any proposed accessory building should be located on the parcel of land so as to allow for orderly future re-subdivision of a parcel on which the building is to be located.~~

- (12) *Principal building required.* No accessory building shall be constructed on any lot prior to the time of construction of the principal building.
- (23) *Permits.* A permit is required prior to constructing or moving an accessory building on to a property.
- a. *Zoning permit.* Detached accessory buildings not addressed by Minnesota State Building Code shall require the issuance of a zoning permit prior to the building being constructed or moved onto a property and shall comply with all required setbacks and zoning regulations.
 - b. *Building permit.* Detached accessory buildings addressed by Minnesota State Building Code shall require the issuance of a building permit prior to being constructed or moved onto a property and shall comply with all applicable building codes and zoning regulations.
- (34) *Agricultural buildings.* Agricultural buildings, as defined in Minn. Stats. § 326B.103, subd. 3, shall require a zoning permit prior to the building being constructed or moved onto a property and shall comply with all other zoning regulations.
- (45) *Accessory building height.*
- a. The height of detached accessory buildings located on properties zoned as R-1 Rural Developing or R-1 MUSA shall not exceed 22 feet in height. on parcels two acres (87,120 square feet) or greater in size. Accessory buildings on properties zoned R-1 Detached Villa shall not exceed 16 feet in height.
 - b. ~~The height of detached accessory buildings shall not exceed 16 feet on parcels less than two acres (87,120 square feet) in size. On parcels less than two acres, the height of side walls shall not exceed 14 feet.~~
 - be. The height of attached accessory buildings shall not exceed the height of the principal structure.
 - cd. A variance conditional use permit will be required to exceed the established height restrictions for accessory buildings. The variance conditional use permit shall be processed in accordance with the procedures established in section 117-513. ~~Criteria governing consideration of a variance request to exceed height restrictions on accessory buildings shall include, but not be limited to the following:~~
 1. ~~Whether the variance will impair an adequate supply of light and air to adjacent property.~~
 2. ~~Whether the variance will have the effect of allowing a use that is prohibited in the applicable zoning district.~~
 3. ~~Whether the variance will impair established property values within the neighborhood.~~
 4. ~~Whether the increased height will be compatible with the principal building on the same parcel.~~
 5. ~~Whether the increased height will be compatible with existing development in the immediate neighborhood.~~
 6. ~~Whether the variance requested is the minimum variance necessary to accomplish the intended purpose of the applicant.~~
- (6) *Architectural and exterior standards for accessory buildings.*
- a. Exterior building materials for detached accessory buildings not addressed by Minnesota State Building Code shall be generally consistent with the exterior finish of the principal building and finished with hardboard lap siding, vinyl lap siding, aluminum or metal siding, metal panels, textured wood (painted) and/or masonry. Prefabricated molded plastic storage sheds shall be permissible.
 - b. Properties zoned R-1 Residential (MUSA) or R-1 Residential Detached Villa shall (i)
Exterior building materials for detached accessory buildings addressed by Minnesota State Building Code shall be the same general design and materials in the home and have soffit, fascia, eave overhang to match the home.
 - c. Properties zoned R-1 Residential Rural Developing shall
 - (i) Exterior building materials for detached accessory buildings addressed by Minnesota State Building Code shall be the same general design and materials in the home or color compatible metal panels and have soffit, fascia, eave overhang to match the home.

~~a-d.~~ Gambrel roofs (barn style) are permitted.

~~b-e.~~ Where provided, accessory buildings with metal panel exterior finish must include the following:

~~1. If located in the front yard, shall include at least three of the following:-~~

~~(i) Minimum of three complimentary colors.-~~

~~(ii) Minimum of 35 percent brick on front (street facing) façade.-~~

~~(iii) One hundred percent vegetative screening. Use of vegetative screening shall require an agreement, recorded against the property with the Anoka County Recorder, specifying replacement standards, species, size of plantings, and other items as required by the zoning administrator.-~~

~~(iv) Ten percent window coverage on front (street facing) façade and common property lines.-~~

(7) Driveways.

~~a.~~ Attached accessory buildings. A driveway shall be required for all attached accessory buildings with a doorway opening meeting or exceeding eight feet wide by seven feet tall. The driveway must meet underlying zoning district standards in which the property is located.

~~b.~~ Detached accessory buildings. A driveway is not required to service a detached accessory building unless said detached accessory building serves as the primary garage. If the detached accessory building serves as the primary garage, a driveway shall be installed meeting the underlying zoning district standards in which the property is located.

1. If a detached accessory building does not serve as the primary garage, class V gravel shall be permitted as an extension of an existing driveway for the sole purpose of accessing the detached accessory building if the existing driveway is in compliance with current zoning standards.

2. If a driveway is not installed to service a detached accessory building, there shall be no off-street parking unless in accordance with City Code section 117-355.

(8) Detached accessory buildings shall be prohibited from containing complete independent living facilities (accessory apartments). For the purposes of this ordinance, an independent living facility would contain three or more of the following criteria: living, sleeping, eating, and sanitation spaces. ~~, which would include permanent provisions for living, sleeping, eating, and sanitation. Independent living facilities shall be considered those which meet three or more of the criteria in subsection (6)d of this section and have provisions for separating the living space.-~~

(9) Two-story accessory buildings shall be permitted on properties under the following conditions:

~~a.~~ Within MUSA with the issuance of a conditional use permit in accordance with City Code section 117-51.

~~b.~~ Outside the MUSA on parcels less than two acres in size with the issuance of a conditional use permit in accordance with City Code section 117-51.

~~c.~~ Outside the MUSA on parcels two acres in size or greater.

(10) No part of an accessory building shall extend into a drainage and utility easement or any required setback.

(11) Any accessory building proposed to be within five feet, overhang to overhang, of the principal building shall either be made structurally a part of the principal building or the wall and soffit area of the accessory building that is within five feet of the principal building shall be constructed to a one-hour fire rating.

(12) Accessory building location.

~~a.~~ On lots two acres (87,120 square feet) or greater in size, the detached accessory building may be located nearer the front property line than the principal building provided the following criteria are met:

1. The placement of the detached accessory building maintains compliance with the standard front yard structure setback requirement for the respective zoning district;

2. The exterior materials used on the detached accessory building match those of the principal building on the subject property ~~unless otherwise provided for in this section;~~
3. The accessory building is designed with soffit, fascia and eave overhang; and

4. The accessory building does not exceed the height of the principal building or 22 feet, whichever is less.
- b. On lots less than two acres (87,120 square feet) in size, the accessory building shall be located in the side or rear yard and shall not be located nearer the front property line than the principal building on that lot, unless a variance is obtained. This provision shall not apply to attached garages that maintain compliance with the applicable front yard setback requirement.
- c. Front, side and rear yard accessory building setback requirements are outlined in section 117-111(d).
- d. Detached accessory buildings may be located in the front (street facing) yard when located riparian lots in the wild and scenic, critical area, or shoreland overlay districts, provided the structure meets the underlying front yard setback and cannot exceed the height of the principal structure. Detached accessory buildings located nearer the front property line than that of the principal structure must meet the same general design and materials as the principal structure.
- (13) All accessory buildings, with the exception of attached garages, shall be included when calculating the maximum square footage of accessory building space allowed on a property. All accessory buildings, excluding attached garages, shall be included when determining the total number of accessory buildings on a property.
- (14) R-1 Residential (Rural Developing), R-1 Residential (MUSA), and R-1 Residential Villa; Accessory building size restrictions. Size restrictions and the number of ~~and performance standards for~~ accessory buildings in residential districts shall be as follows:

~~a. R-1 Residential (MUSA).~~

Parcel Size (sq. ft. and acres) (excl. road right-of-way)	Maximum Square Footage Allowed for Accessory Buildings ¹	Maximum # of Acc. Bldgs. Allowed	Exterior Finish Permitted	Architectural Standards Required (for buildings regulated by MN State Building Code)	Maximum Allowable Height in Feet (one story buildings permitted, two with CUP and 2 acres)
0—21,779 (0 to 0.5 acre)	10% of lot, or 1,500 square feet, whichever is smaller	2	Same general design and materials as home	Soffit, fascia, eave overhang to match home	16
21,780—43,559 (0.5 acre to 1 acre)	1,800	3	Same general design and materials as home	Soffit, fascia, eave overhang to match home	16
43,560—65,339 (1 acre to 1.49 acres)	2,200	3	Same general design and materials as home	Soffit, fascia, eave overhang to match home	16
65,340—87,119 (1.5 to 1.99 acres)	2,400	3	Same general design and materials as home	Soffit, fascia, eave overhang to match home	16
87,120—108,899 (2.0 to 2.49 acres)	2,400	3	Same general design and materials as home or color compatible	Soffit, fascia, eave overhang to match home	22 ³

			metal panels ⁻²		
108,900— 152,459 (2.5 to 3.49 acres)	2,700	3	Same general design and materials as home or color compatible metal panels ⁻²	Soffit, fascia, eave overhang to match home-	22 ⁻³
152,460— 196,019 (3.5 to 4.49 acres)	3,000	4	Same general design and materials as home or color compatible metal panels ⁻²	Soffit, fascia, eave overhang to match home-	22 ⁻³
196,020— 239,579 (4.5 to 5.49 acres)	3,500	4	Same general design and materials as home or color compatible metal panels ⁻²	Soffit, fascia, eave overhang to match home-	22 ⁻³
239,580— 283,139 (5.5 to 6.49 acres)	3,900	4	Same general design and materials as home or color compatible metal panels ⁻²	Soffit, fascia, eave overhang to match home-	22 ⁻³
283,140— 326,699 (6.5 to 7.49 acres)	4,300	5	Same general design and materials as home or color compatible metal panels ⁻²	Soffit, fascia, eave overhang to match home-	22 ⁻³
326,700— 370,259 (7.5 to 8.49 acres)	4,700	5	Same general design and materials as home or color compatible metal panels ⁻²	Soffit, fascia, eave overhang to match home-	22 ⁻³
370,260— 413,819 (8.5 to 9.49 acres)	5,100	5	Same general design and materials as home or color compatible metal panels ⁻²	Soffit, fascia, eave overhang to match home-	22 ⁻³
413,820— 435,599 (9.5 to 9.99 acres)	5,500	5	Same general design and materials as home or color compatible metal panels ⁻²	Soffit, fascia, eave overhang to match home-	22 ⁻³

435,600— 871,199 (10 to 19.99 acres)	6,000	6	Same general design and materials as home or color compatible metal panels ²	Soffit, fascia, eave overhang to match home-	22 ³
871,200— 1,742,399 (20 to 39.99 acres)	8,000	7	Same general design and materials as home or color compatible metal panels ²	Soffit, fascia, eave overhang to match home-	22 ³
1,472,400 plus (40 acres or more)	12,000	8	Same general design and materials as home or color compatible metal panels ²	Soffit, fascia, eave overhang to match home-	22 ³

¹ A portion of the square footage allowed for accessory buildings shall be utilized or reserved for a primary garage. The primary garage shall be at least 400 square feet in size.

~~² If the accessory building is closer to the front property line than the principal building, then the construction must have the same general design and materials as the home.~~

~~³ If the accessory building is closer to the front property line than the principal building, then the height of the accessory building cannot exceed the height of the principal building or 22 feet, whichever is more restrictive.~~

~~b. R-1 Residential (Rural Developing).~~

Parcel Size (sq. ft. and acres) (excl. road right-of-way)	Maximum Square Footage Allowed for Accessory Buildings¹	Maximum # of Acc. Bldgs. Allowed	Exterior Finish Permitted	Architectural Standards Required (for buildings regulated by MN State Building Code)	Maximum Allowable Height in Feet (one-story buildings permitted; two with CUP and 2 acres)
0—21,779 (0 to 0.5 acre)	10% of lot, or 1,500 square feet, whichever is smaller	2	Same general design and materials as home or color compatible metal panels²	Soffit, fascia, eave overhang to match home-	16
21,780—43,559 (0.5 acre to 1	1,800	3	Same general design and materials as	Soffit, fascia, eave overhang to	16

acre)-			home or color compatible metal panels ⁻²	match home-	
43,560—65,339 (1 acre to 1.49 acres)-	2,200	3	Same general design and materials as home or color compatible metal panels ⁻²	Soffit, fascia, eave overhang to match home-	16-
65,340—87,119 (1.5 to 1.99 acres)-	2,400	3	Same general design and materials as home or color compatible metal panels ⁻²	Soffit, fascia, eave overhang to match home-	16-
87,120—108,899 (2.0 to 2.49 acres)-	2,400	3	Same general design and materials as home or color compatible metal panels ⁻²	Soffit, fascia, eave overhang to match home-	22 ⁻³
108,900—152,459 (2.5 to 3.49 acres)-	2,700	3	Same general design and materials as home or color compatible metal panels ⁻²	Soffit, fascia, eave overhang to match home-	22 ⁻³
152,460—196,019 (3.5 to 4.49 acres)-	3,000	4	Same general design and materials as home or color compatible metal panels ⁻²	Soffit, fascia, eave overhang to match home-	22 ⁻³
196,020—239,579 (4.5 to 5.49 acres)-	3,500	4	Same general design and materials as home or color compatible metal panels ⁻²	Soffit, fascia, eave overhang to match home-	22 ⁻³
239,580—283,139 (5.5 to 6.49 acres)-	3,900	4	Same general design and materials as home or color compatible metal panels ⁻²	Soffit, fascia, eave overhang to match home-	22 ⁻³
283,140—326,699 (6.5 to 7.49 acres)-	4,300	5	Same general design and materials as home or color compatible metal panels ⁻²	Soffit, fascia, eave overhang to match home-	22 ⁻³
326,700—370,259 (7.5 to 8.49 acres)-	4,700	5	Same general design and materials as home or color compatible metal panels ⁻²	Soffit, fascia, eave overhang to match home-	22 ⁻³

370,260— 413,819 (8.5 to 9.49 acres)-	5,100	5	Same general design and materials as home or color compatible metal panels ²	Soffit, fascia, eave overhang to match home-	22 ³
413,820— 435,599 (9.5 to 9.99 acres)-	5,500	5	Same general design and materials as home or color compatible metal panels ²	Soffit, fascia, eave overhang to match home-	22 ³
435,600— 871,199 (10 to 19.99 acres)-	6,000	6	Same general design and materials as home or color compatible metal panels ²	Soffit, fascia, eave overhang to match home-	22 ³
871,200— 1,742,399 (20 to 39.99 acres)-	8,000	7	Same general design and materials as home or color compatible metal panels ²	Soffit, fascia, eave overhang to match home-	22 ³
1,472,400 plus (40 acres or more)-	12,000	8	Same general design and materials as home or color compatible metal panels ²	Soffit, fascia, eave overhang to match home-	22 ³

¹A portion of the square footage allowed for accessory buildings shall be utilized or reserved for a primary garage. The primary garage shall be at least 400 square feet in size.

²If the accessory building is closer to the front property line than the principal building, then the construction must have the same general design and materials as the home or with metal panels as outlined in this section.

³If the accessory building is closer to the front property line than the principal building, then the height of the accessory building cannot exceed the height of the principal building or 22 feet, whichever is more restrictive.

(d) Noncommercial horse boarding. The number of horses on the property shall be limited based upon Chapter 10, Section 10-24.

(Code 1978, § 9.11.02; Ord. No. 73-05, 5-21-1973; Ord. No. 74-08, 12-21-1974; Ord. No. 79-04, 4-8-1979; Ord. No. 87-4, 8-10-1987; Ord. No. 91-09, 6-30-1991; Ord. No. 91-17, 12-23-1991; Ord. No. 92-09, 7-13-1992; Ord. No. 97-15, 12-1-1997; Ord. No. 98-04, 4-13-1998; Ord. No. 99-05, 5-31-1999; Ord. No. 01-11; Ord. No. 03-30, 9-15-2003; Ord. No. 03-01, 3-7-2003; Ord. No. 05-12, 7-25-2005; Ord. No. 06-05, 3-28-2006; Ord. No. 08-18, § 2, 7-8-2008; Ord. No. 11-08, § 1, 6-14-2011; Ord. No. 15-06, § 2, 4-14-2015)

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

DRAFT

City of Rogers – Accessory Structure sizing

(10) Maximum size of accessory structures in RE-2 zoning district:

Acreage	Square Feet	
1.00—1.99	800	
2.00—3.99	1,300	
4.00—4.99	1,700	
5.00—6.99	1,900	
7.00—7.99	2,100	
8.00—8.99	2,400	
9.00—9.99	2,600	
10.00+	2,800	

(11) Maximum size of accessory structures in RE-5 zoning district:

Acreage	Square Feet	
1.00—1.99	800	
2.00—3.99	1,300	
4.00—4.99	1,700	
5.00—6.99	1,900	
7.00—7.99	3,150	
8.00—8.99	3,600	
9.00—9.99	3,900	
10.00+	4,200	

City of Blaine – Accessory Structure sizing in single family residential districts

It shall be required for all single family dwellings that there be a garage constructed of a minimum of four hundred (400) square feet with no dimension less than twenty (20) feet. Total garage and accessory building space shall not exceed one thousand (1,000) square feet and two hundred (200) square feet respectively unless specifically authorized by a Conditional Use Permit. The architectural style and color of a garage and accessory building shall be compatible with the principal building. The facing material of the garage shall be compatible with the principal building. Garage/ accessory building doors shall not exceed ten (10) feet in height. (Ord. No. 99-1799, amended 6-24-1999; Ord. No. 94-1501, amended 4-21-1994)

No accessory building, other than a garage shall be located within any yard other than the rear yard, except that single story accessory buildings may be permitted in the side yard with the

approval of the Zoning Administrator only if there is a door on the same side of the single family dwelling that is accessible to living space. Side yard shed approval will also be based on a screening plan consisting of privacy fencing and or landscaping to minimize the impact to adjacent properties. Garages located in the rear yard must have capability of hard surface driveway access meeting all setback requirements. The minimum width of access drive shall be no less than eight (8) feet. Access can include the ability to drive through existing garage into the rear yard upon providing evidence that an eight-foot minimum width garage door has been installed along the rear of the garage and that access to rear door is not restricted by non-vehicular storage. Garages or accessory buildings not having driveway access capability shall be limited in door size to no more than five (5) feet in width to preclude storage of vehicles normally requiring driveway access. (Ord. No. 00-1836, amended 03-16-2000; Ord. No. 98-1705, amended 3-19-1998)

City of Andover – Accessory Structure sizing

1. Accessory Structure Area: If an accessory structure or portion thereof serves to satisfy the minimum garage size requirements of Section 12-3-5, then that area, whether attached or detached, will not be deducted from the maximum allowable area of accessory structures. The maximum allowable area of residential accessory structures must not exceed the area specified below:

a. Lots In The R-4 District and Lots Less Than 1 Acre – In the R-4 District and in all other residential districts, on lots of less than one (1) acre the maximum allowable area of accessory structures shall not exceed fifty percent (50%) of the principal structure foundation area (excluding attached garage); and the total combined area of attached garage and accessory structures shall not exceed one thousand two hundred (1,200) square feet, whichever is less.

b. Lots 1 Acre To Less Than 5 Acres -- In residential districts other than the R-4 district, on lots of at least one (1) acre but less than five (5) acres, the maximum allowable area of accessory structures shall not exceed the principal structure foundation area (excluding attached garage).

c. Lots 5 Acres and Larger -- In residential districts other than the R-4 district, on lots of five (5) acres and larger, the maximum allowable area of accessory structures shall be limited only by the setbacks and maximum impervious land coverage requirements of this code.

B. All Districts: Accessory structures shall not occupy more than twenty five percent (25%) of any required rear yard.

City of Elk River – Accessory Structure sizing

- (b) *R-1a district.* Restrictions on the number of agricultural accessory structures shall not apply to parcels that are 40 acres or larger. The total area of attached garages and number of detached accessory buildings shall not exceed the following:

R-1a Accessory Building Requirements EXPAND		
Parcel Size	Max Accessory Structure Area	Number of Detached Structures
less than 1 acre	2,000 sq. ft. attached and detached	2
1 acre to < 2.5 acres	2,500 sq. ft. attached and detached	2
2.5 acres to < 5 acres	3,000 sq. ft. attached and detached	2
5 acres to < 10 acres	4,000 sq. ft. attached and detached	4
10 acres to < 20 acres	8,000 sq. ft. attached and detached	4
20 acres to < 40 acres	16,000 sq. ft. attached and detached	4
40 acres	Not to exceed 2% of the lot area	Unlimited

- (c) *Other R-1 districts.* In the R-1b, R-1c, and R-1d zones, two detached accessory buildings are allowed per single-family parcel. Also, on lots less than five acres, the total area of attached garages and accessory buildings shall not exceed 1,200 square feet. On lots five acres and larger, the total area of attached garages and accessory buildings shall not exceed the following scale:

Parcel Size	Maximum Accessory Structure Area
5 acres to < 10 acres	3,500 sq. ft. attached and detached
10 acres to < 20 acres	4,500 sq. ft. attached and detached
20 acres to < 40 acres	6,000 sq. ft. attached and detached
40 acres or more	Unlimited

Current City of Ramsey Accessory Building Size Requirements

Parcel Size		Sq Ft allowed	Percentage	
Min	Max		% of Lot (Based on min parcel size)	% of Lot (Based on max parcel size)
0	0.5	1,500	n/a	6.89%
0.5	1	1,800	8.26%	4.13%
1	1.49	2,200	5.05%	3.39%
1.5	1.99	2,400	3.67%	2.77%
2	2.49	2,400	2.75%	2.21%
2.5	3.49	2,700	2.48%	1.78%
3.5	4.49	3,000	1.97%	1.53%
4.5	5.49	3,500	1.79%	1.46%
5.5	6.49	3,900	1.63%	1.38%
6.5	7.49	4,300	1.52%	1.32%
7.5	8.49	4,700	1.44%	1.27%
8.5	9.49	5,100	1.38%	1.23%
9.5	9.99	5,500	1.33%	1.26%
10	19.99	6,000	1.38%	0.69%
20	39.99	8,000	0.92%	0.46%
40	n/a	12000	0.69%	n/a

**PLANNING COMMISSION
CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA**

The Ramsey Planning Commission conducted a regular meeting on Thursday, July 9, 2020, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present: Chairperson Randy Bauer
 Commissioner Bruce Anderson
 Commissioner Cheri Gengler
 Commissioner Torrey Johnson
 Commissioner Gary VanScoy
 Commissioner Matt Woestehoff

Members Absent: Commissioner Eric Peters

Also Present: Senior Planner Chloe McGuire Brigl
 Deputy City Administrator Tim Gladhill
 City Planner Chris Anderson
 Planning Consultant Eric Maass
 City Council Liaison Debra Musgrove

1. CALL TO ORDER

Chairperson Bauer called the regular meeting to order at 7:00 p.m.

2. PLEDGE OF ALLEGIANCE

Chairperson Bauer led the group in the Pledge of Allegiance.

3. CITIZEN INPUT

No comments.

4. APPROVAL OF AGENDA

Deputy City Administrator Gladhill noted that the Trott Brook North item will be removed from the agenda as the Commission is not interested in discussing 65-foot lots.

Chairperson Bauer noted that the Commission held a worksession prior to this meeting where input was received by the landowner, developer, and neighbors. He stated that there was a lengthy discussion and it is in the hands of the developer to come up with a plan that may meet the direction previously provided by the Council.

Motion by Commissioner Johnson, seconded by Commissioner Woestehoff, to approve the agenda removing Item 7.02.

A roll call vote was performed:

Commissioner Woestehoff	aye
Commissioner Anderson	aye
Commissioner Johnson	aye
Commissioner Gengler	aye
Commissioner VanScoy	aye
Chairperson Bauer	aye

Motion Carried.

5. CONSENT AGENDA

5.01: Approve the June 4, 2020 Planning Commission Meeting Minutes

5.02: Review Site Plan for New Public Works Campus; Case of City of Ramsey

Motion by Commissioner Woestehoff, seconded by Commissioner Johnson, to approve the consent agenda as presented.

A roll call vote was performed:

Commissioner Johnson	aye
Commissioner Anderson	aye
Commissioner VanScoy	aye
Commissioner Gengler	aye
Commissioner Woestehoff	aye
Chairperson Bauer	aye

Motion Carried.

6. PUBLIC HEARINGS/COMMISSION BUSINESS

6.01: Public Hearing: Consider Resolution #20-002 Approving Preliminary Plat for Garden View (Project 19-136)

Public Hearing

Chairperson Bauer called the public hearing to order at 7:03 p.m.

Presentation

Senior Planner McGuire Brigl presented the staff report stating that staff recommends adoption of Resolution #20-002 approving the Preliminary Plat for Garden View.

Citizen Input

No comments.

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

A roll call vote was performed:

Commissioner Woestehoff	aye
Commissioner Anderson	aye
Commissioner Johnson	aye
Commissioner VanScoy	aye
Commissioner Gengler	aye
Chairperson Bauer	aye

Motion Carried.

Chairperson Bauer closed the public hearing closed at 7:06 p.m.

Commission Business

Motion by Commissioner Johnson, seconded by Commissioner Woestehoff, to recommend that City Council adopt Resolution #20-002 Approving the Preliminary Plat for Garden View.

Further discussion

Senior Planner McGuire Brigl commented that the property line on the western boundary juts out because of a right-of-way vacation that will be attached to the City Council case. Councilmember Musgrove referenced a comment related to the mill and overlay of 147th and asked if it is the recommendation of staff that the improvement would be needed and whether that would be a cost of the developer. Senior Planner McGuire Brigl stated that is an engineering comment to the developer based on the current condition of the roadway. She noted that it would be the cost of the developer to complete that improvement to the current standard of the City.

A roll call vote was performed:

Commissioner Johnson	aye
Commissioner Anderson	aye
Commissioner Gengler	aye
Commissioner VanScoy	aye
Commissioner Woestehoff	aye
Chairperson Bauer	aye

Motion Carried.

6.02: Public Hearing: Consider Ordinance #20-09: Revisions to Section 117-349 Related to Accessory Uses and Structures

Public Hearing

Chairperson Bauer called the public hearing to order at 7:10 p.m.

Presentation

Planning Consultant Maass presented the staff report stating that staff recommends that the Planning Commission record that Ordinance #20-09 be introduced by the City Council.

Commissioner Woestehoff referenced the chart showing the parcel size and maximum allowed size. He commented that in rows two and three, he would reference that it would go from .5 to .99 acres so that it does not confuse the one-acre size.

Senior Planner McGuire Brigl stated that after the Comprehensive Plan is updated, the code must be updated to match that. She noted that the Commission also directed staff to reduce the amount of text in the code and eliminate areas of redundancy. She stated that this process has begun, and the Commission will continue to review the updates as completed by staff.

Commissioner VanScoy referenced the swimming pool section, section C, number three and stated that he would like clarification on the description of the fence as mentioned.

Planning Consultant Maass provided the location where details would be found related to permanent fencing and provided additional clarification on the numbering.

Commissioner VanScoy referenced accessory buildings and asked if the requirement would be to have a similar finish to the home for all accessory building.

Planning Consultant Maass confirmed that the requirement would be to be architecturally compatible. He stated that staff has been implementing that to ensure that the color of the accessory building matches the color of the home. He stated that metal siding would be allowed in the R-1 Rural Developing district, but the metal siding would still need to be the same color as the home. He noted that the metal paneling would not be allowed in the R-1 MUSA or R-1 Villa districts.

Commissioner VanScoy referenced the changes related to conditional use. He noted that there were items listed to consider when determining whether a variance could be issued. He stated that those appear to still be valid questions when considering a conditional use permit.

Planning Consultant Maass stated that staff recommended removal of those is because there is a specific scorecard for the approval of a variance. He stated that if the Commission feels strongly that the language should be retained in the ordinance, staff could do that. He stated staff feels that a conditional use permit is a stronger tool for flexibility when compared to a variance.

Senior Planner McGuire Brigl stated that the conditional use permit template has a findings of fact sheet which outlines items related to this language. She stated that rather than be included in the code, the information would be included on the findings of fact sheet.

Commissioner Anderson referenced section 12, accessory building location, noting that lots greater than two acres are mentioned that could have a building height of 22 feet. He noted the section D then talks about lots less than two acres but does not specify a maximum height. He believed that 16 feet or the height of the principle building should be specified. He stated that he would not want to see a multi-story house with a multi-story accessory building.

Planning Consultant Maass stated that for lots under two acres, the height limit for accessory buildings would be found in the specific zoning district. He noted that those heights are limited to 16 feet, the language is simply found in another location of the code.

Commissioner Anderson stated that he would want to ensure that the height limit is included for lots under two acres at 16 feet or the height of the principle dwelling unit, whichever is less. He asked for details on a requirement related to accessory buildings and potential future subdivisions.

Planning Consultant Maass provided additional clarification on the code requirement language. He stated that staff has found the rule to not be practical to implement on residents and therefore is requesting to remove the language.

Commissioner Anderson stated that he would simply want to ensure that residents are informed that if they want to subdivide in the future and the accessory building is located on the area proposed to be split, the structure would need to be removed.

Commissioner Woestehoff stated that perhaps an information sheet could be developed that would include that information for applicants to consider and agreed that the requirement should be removed from code.

Councilmember Musgrove asked for clarification on certain items and it was confirmed those language changes were proposed to reduce redundancy as the information is found in other areas of the code. She commented that as someone that is not fully knowledgeable in this area, she finds the charts/graphs easier to understand.

Commissioner Anderson stated that perhaps in the future, the Commission could consider allowing an accessory structure to remain after subdivision for a length of time. He stated that would allow someone to keep the accessory building while building a home, rather than requiring the building to be torn down only to rebuild.

Commissioner Woestehoff commented that there are tools in the City code which would allow for that activity and provided an example the Commission recently considered.

Citizen Input

No comments.

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

A roll call vote was performed:

Commissioner Anderson	aye
Commissioner Woestehoff	aye
Commissioner Johnson	aye
Commissioner Gengler	aye
Commissioner VanScoy	aye
Chairperson Bauer	aye

Motion Carried.

Chairperson Bauer closed the public hearing closed at 7:47 p.m.

Commission Business

Planning Consultant Maass stated that staff would like general direction from the Commission related to the amount of allowed accessory building size. He noted that a chart was provided comparing the requirements of Ramsey to other similar communities and asked if the Commission feels the size allowance is adequate, too restrictive, or should be more restrictive.

Commissioner Woestehoff stated that he does not have concern with size of accessory structures, but more with the number of allowed accessory structures on larger lots.

Commissioner VanScoy stated that it seems Ramsey falls in the middle and he is generally fine with the allowed size. He stated that the intent is that the larger lots are typically farms or hobby farms and the accessory buildings would be used to support that activity.

Commissioner Anderson echoed the comments of Commissioner VanScoy.

Motion by Commissioner Anderson, seconded by Commissioner Woestehoff, to recommend that City Council introduce Ordinance #20-09 amending City Code Section 117-349 Related to Accessory Uses.

A roll call vote was performed:

Commissioner Gengler	aye
Commissioner VanScoy	aye
Commissioner Johnson	aye
Commissioner Anderson	aye
Commissioner Woestehoff	aye
Chairperson Bauer	aye

Motion Carried.

7. COMMISSION BUSINESS

7.01: Review Sketch Plan for Ramsey Villas North (Project 20-117)

Presentation

Senior Planner McGuire Brigl presented the Staff Report and asked that the Commission provide the applicant with input on the revised sketch plan. This could include, but is not limited to, identifying any red flags, noting any potential concerns, and providing the application direction to invest in a Preliminary Plat.

Commission Business

Commissioner VanScoy asked if the current zoning is R-2 and whether the four units would meet the requirements for density and lot width.

Senior Planner McGuire Brigl confirmed that it appears the four lots would meet the standards of the zoning district.

Commissioner VanScoy asked if the issue of fitting into the neighborhood would be due to the wetland delineation.

Senior Planner McGuire Brigl stated that the site would be required to meet density transitioning. She commented that three lots would meet the requirements of density transitioning much better than four lots. She stated that a wetland delineation would be part of the preliminary plat process if the project moves forward.

Commissioner Woestehoff asked the zoning of the homes across the street.

Senior Planner McGuire Brigl commented that the existing homes across the street are R-1 MUSA homes, with 80-foot-wide lots. She confirmed that the proposed lots in this development would be 50 feet in width.

Chairperson Bauer welcomed the developer to provide any input or ask any questions.

The Applicant reviewed projects that he has been involved with in Ramsey. He stated that they are looking for any feedback that would be used to develop a successful plan. He stated that they are not opposed to reducing the lot count from four to three as suggested by staff.

Commissioner Woestehoff stated that four lots made him nervous and appreciated that the applicant was open to three lots.

Councilmember Musgrove referenced a barrier for noise reduction and asked how that could impact sightlines near the corner lot. She asked how far into the corner lot the noise barrier could go before the delineation boundary would be reached.

Senior Planner McGuire Brigl provided details on the wetland buffer. She stated that the sound wall would need to be located on the property. She stated that Anoka County would also be reviewing this requirement.

Staff reviewed the available options for noise mitigation.

Councilmember Musgrove stated that she would be concerned that trees are used and whether there would be a condition that prevents the trees from being removed by future homeowners.

Senior Planner McGuire Brigl stated that they are not far enough into the process to get into that level of detail but noted that she would keep that comment in mind as this moves forward.

Commissioner Anderson commented that there are 80-foot-wide lots across the street, and he would like to see lots wider than 50 feet.

Chairperson Bauer noted that the property is already zoned for 50-foot lots. He stated that if three lots were chosen, instead of four lots the widths would increase. It was confirmed that three lots would have widths near 70 feet.

Rick Bailey, 5021 Xkimo Court NW, thanked staff for its presentation, which answered many of his questions. He stated that he would support the noise barrier as there is a lot of noise in that area from traffic. He commented that the existing trees on the property are the only buffer the existing homes have and asked that be considered when noise barriers are discussed. He asked for details on the traffic study that would be completed.

Senior Planner McGuire Brigl provided details on the information that would be completed in the next step to ensure there is sufficient space for stacking and within the cul-de-sac.

~~7.02: Consider Trott Brook North Small Area Planning Framework~~

This item was removed from the agenda.

8. COMMISSION / STAFF INPUT

Senior Planner McGuire Brigl stated that the City Council approved the Cobblestone Hotel project at its last meeting. She stated that there has been interest in subdivisions and home improvement projects.

9. ADJOURNMENT

Motion by Commissioner Anderson, seconded by Commissioner Johnson, to adjourn the meeting.

A roll call vote was performed:

Commissioner Anderson	aye
Commissioner Johnson	aye
Commissioner VanScoy	aye
Commissioner Gengler	aye
Commissioner Woestehoff	aye
Chairperson Bauer	aye

Motion Carried.

The regular meeting of the Planning Commission adjourned at 8:13 p.m.

Respectfully submitted,

Chloe McGuire Brigl
Senior Planner

ATTEST:

JoAnn Shaw
Community Development Assistant

Drafted by Amanda Staple
TimeSaver Off Site Secretarial, Inc.

CC Regular Session

7. 4.

Meeting Date: 07/28/2020

Submitted For: Chloe McGuire Brigl, Community Development

By: Eric Maass, Community Development

Information

Title:

Adopt 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: City Council adopt 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 City Council. Staff also supports this alternative with specific feedback from the City Council 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 adoption of Ordinance #20-10 amending the bulk standards in the R-1 Residential District. The City Council previously introduced Ordinance #20-10 and it is now available for adoption.

Action:

Motion to adopt 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 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	07/22/2020 07:53 PM
Kurt Ulrich	Kurt Ulrich	07/23/2020 01:56 PM
Form Started By: Eric Maass		Started On: 07/20/2020 08:57 AM
Final Approval Date: 07/23/2020		

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.

(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-	65 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

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.

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.

- (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

Introduction date:

Posting dates:

Adoption date:

Publication date:

Effective date:

DRAFT

Meeting Date: 07/28/2020

Submitted For: Sean Sullivan, Community Development

By: Sean Sullivan, Community Development

Information

Title:

Adopt Resolution #20-153 Approving Manufactures Cohort 2020 Renewal

Purpose/Background:

Chamber Background

The City of Ramsey is a member of the Anoka Area Chamber of Commerce. The Anoka Area Chamber of Commerce has a rich history of success in catering to the needs of retail, food, and professional service industries. The Chamber specializes in events, marketing, and networking.

Manufacturing Coalition/ Manufacture Cohort Background

In 2015, the Chamber identified the need to better serve the large "manufacturing" sector physically located in the Chamber's service territory. Commonly, the Chamber's standard "events/ marketing/ networking" opportunities do not provide significant value to manufacturers. NOTE: the Cities of Ramsey and Anoka share a roughly 1,000 acre business park that includes over 10,000 jobs--most of said jobs are manufacturing (or related to manufacturing).

With this in mind, the Chamber began a "sub-group" known as the "Manufacturing Coalition" about five years ago. Here is a link to their website: <http://www.anokaareachambermanufacture.com/>). The group has now self identified as the Manufacture Cohort. The mission of the Manufacture Cohort is to: become a catalyst for strengthening community manufacturing; accelerating transformation into a more efficient and powerful engine of innovation, job creation and economic growth.

In summary, the Manufacture Cohort is a group of leaders from local manufacturers that meet periodically to discuss and address issues unique to their industry and identify an ongoing topic list. In some cases, meetings are purely the exchange of best practices. In other cases, the Manufacture Cohort asks the Chamber to implement and develop a service or product to help the group. Currently, the #1 topic is addressing is workforce needs and shortages.

Staff attended a Manufacturing Signing Day event held at Anoka Technical College in February 2019. This event was well attended by both businesses and high school students. The event is geared to educate potential future workforce about the manufacturing field and the demand for workers. Staff also attended a another Cohort event in May 2019. At this event, Mike Mulrooney gave a presentation on the state of manufacturing industry and trends. The businesses in attendance seemed engaged and the event was well attended. Staff has attended other events since and has found them to be engaging and helpful to Ramsey businesses.

Lastly, the Manufacture Cohort, through Chamber Staff, has routinely facilitated outreach with Legislators, businesses, and school districts to drive initiatives developed by this group.

Although the Chamber does receive some funding for the Manufacture Cohort via subscriptions from manufacturing businesses, this initiative needs financial support to keep running. The purpose of this case is to consider continued support of the Manufacture Cohort by providing \$5,000 for the 2019-2020 program. These dollars would be utilized for "facilitation/ operation" expenses related to the Manufacturing Cohort (meetings/communications/ etc.). NOTE: the City has supported the program in 2016, 2017, 2018 and 2019.

Mr. John LeTourneau serves as the facilitator of this process on behalf of the Chamber and will be available for

comments.

Notification:

N/A

Observations/Alternatives:

Due to COVID-19, there has been less programming and events to start of 2020. Here are the structured events and meetings that City Staff has attended since the EDA approved the 2019 renewal in July of last year

- 1/23/20 Rapid Packaging Tour - Champlin
- 10/4/19 – Safety Speed - Tour- Ham Lake- Manufacturing Week - Governor Walz
- 10/23/19 Saints Manufacturing - Saint Francis - Site visit of a high school engineering program

Typically the Cohort would have had a Manufacturing Career Signing day at Anoka Technical College. However, due to COVID-19, this event has not this year. It is possible that it could be rescheduled for a future date. Staff is hopeful that there will be more programming/events/visits when conditions are more favorable.

Funding Source:

Consistent with the past several years, the City is being asked to consider funding \$5,000.00. This expense comes from the EDA 6315.

Other Trusted Sponsors that have provided past support for the Manufacture Cohort include: Anoka Technical College, Connexus Energy, Anoka Public Utility (City of Anoka), Anoka County, Stepping Stone and Rapid Packaging.

Recommendation:

Considering Ramsey's limited internal resources (staff time) to pro-actively and effectively address large regional issues that effect our manufactures, the Anoka Area Chamber Manufactures Cohort provides the City an efficient opportunity to get involved. The group has a focus on workforce development and this is a pressing issue in today's economy and our local businesses. Staff recommends supporting sponsorship of this program again in 2020 as this group is providing a service to our local businesses/manufactures (i.e. Building Fasteners, Minnesota Tool and Die, Connexus Energy and others).

The EDA unanimously recommended approval of the attached resolution at the July 16, 2020 meeting.

Action:

Motion to adopt Resolution #20-153 Approving Manufactures Cohort in 2020 Renewal.

Attachments

[ACTION - Resolution #20-153](#)

[2019 2020 WorkPlan](#)

[2019 Activity](#)

[Pages from EDA Meeting Draft](#)

Form Review

Inbox	Reviewed By	Date
Sean Sullivan (Originator)	Sean Sullivan	07/17/2020 04:39 PM
Tim Gladhill	Sean Sullivan	07/21/2020 01:28 PM
Sean Sullivan (Originator)	Sean Sullivan	07/21/2020 01:53 PM
Tim Gladhill	Tim Gladhill	07/22/2020 07:56 PM
Kurt Ulrich	Kurt Ulrich	07/23/2020 01:33 PM

Form Started By: Sean Sullivan
Final Approval Date: 07/23/2020

Started On: 07/16/2020 12:04 PM

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

RESOLUTION #20-153

RESOLUTION APPROVING MANUFACTURES COHORT 2020 RENEWAL

WHEREAS, the City of Ramsey, that the City of Ramsey has supported the Anoka Area Chamber of Commerce and the Manufactures Cohort annually since 2015; and

WHEREAS, the Manufacturers Cohort is designed to assist Ramsey businesses relating to recruiting and retaining workforce; and

WHEREAS, the cost for annual renewal for the Manufacturer Cohort is \$5,000 and the EDA has recommended renewal for 2020.

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

- 1) The City Council authorizes processing the 2020 renewal for the Manufacturing Cohort in the amount of \$5000.00. The renewal is to be paid from Fund EDA 9230-6315.

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

and the following voted against the same:

and the following abstained:

and the following were absent:

whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this 28rd day of July, 2020.

Mayor

ATTEST:

City Clerk

This Letter outlines the Work Plan Direction for the CoHort in the next number of months and beyond:

An outcome from the May 17 Anoka Area Chamber Manufacture CoHort meeting was to review the discussion points on “new” areas for discovery in support of regional Manufacturing. These potential new topics would allow for additional value to be gathered from our effort and would run concurrently with the continuing effort we have in the workforce planning from the past few years. Here is a recap of the top scoring topics.

Top Scoring Item:

ALTERNATE WORKFORCE OPTIONS - This CoHort needs to understand alternate resources addressing workforce. What are the available pools of workforce and how does this CoHort get access to these groups?

The Next Three Scored Equal:

NEXT LEVEL SKILL SETS - The CoHort should collectively work on broad opportunities addressing "skill sets to take to the next level" impacting manufacturing. Both internal and external.

TECHONOLOGY TRENDS - You believe that understanding new applications and trends with Technology would be valuable to the CoHort.

AUTOMATION - You believe that Automation would be an important area to explore.

The Third Highest Scoring item:

NEW HR COHORT - I would believe that the creation of an HR CoHort facilitated by the Anoka Area Chamber would be a valuable addition to Chamber members.

The Last Four Rounded Out The Questions:

FORECASTING - The CoHort should collectively work on broad forecasting questions impacting manufacturing.

COST OF GOODS - The CoHort peer to peer meeting would be a great way to identify common elements addressing Cost of Goods and ways to manage this issue.

TARRIFS - We need to understand how Tariffs impact Manufacturing.

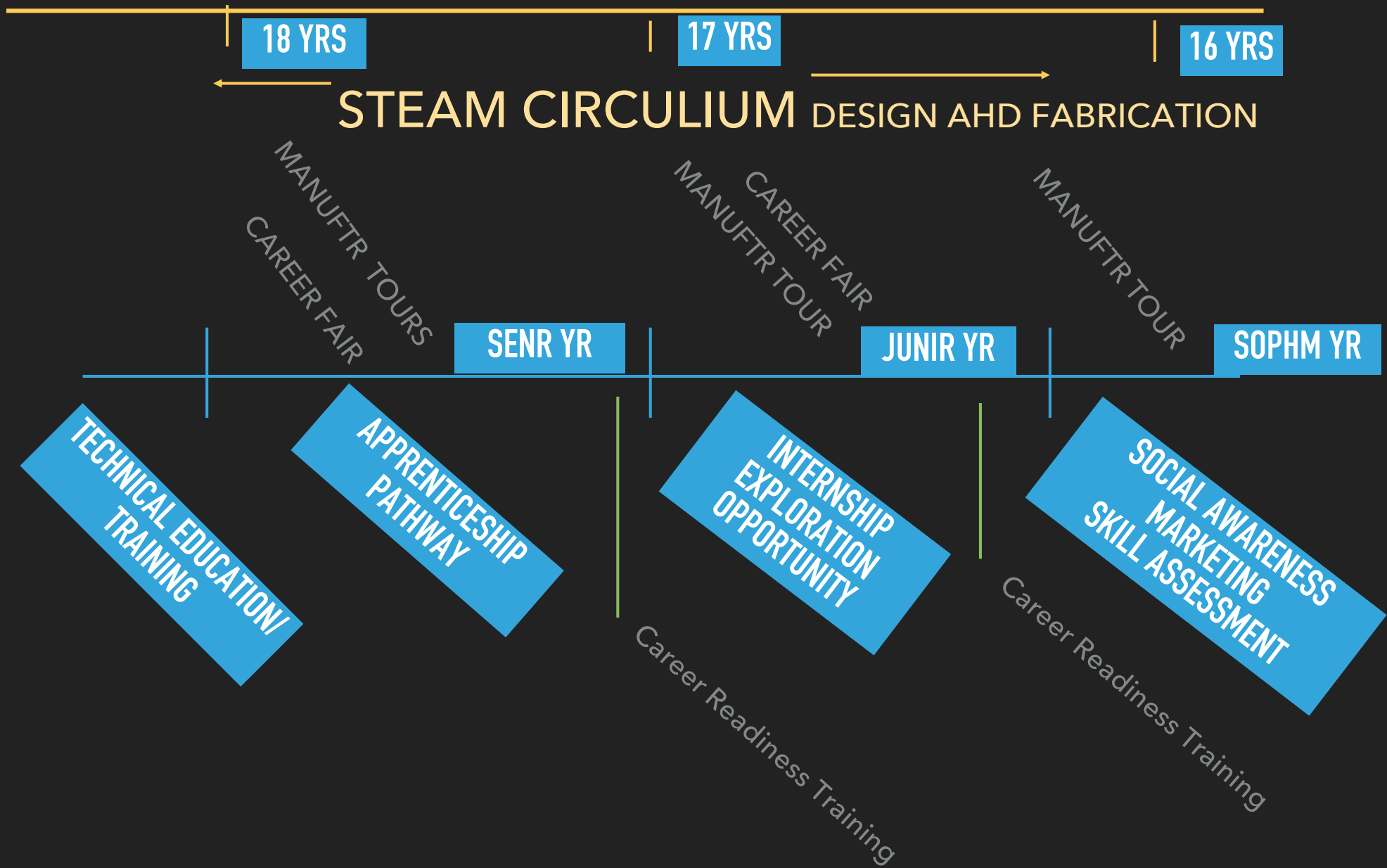
LENDING RESOURCES - You may be or may not be in need of lending resources; but understanding and having a lending process in place would serve our current or future plans.

The moving forward plan will be to introduce the top sets of items in the next number of CoHort meetings.

Anoka Area Chamber Of Commerce
MANUFACTURE COHORT

- ❖ Design and Fabrication
- ❖ Mathematics Foundation
- ❖ STEAM
- ❖ Career Intent Signing Day

PIPELINE FLOW



4.03: Anoka Area Chamber of Commerce: Manufacture Cohort: 2020 Partnership Subscription Renewal

Economic Development Manager Sullivan presented the staff report.

Mayor LeTourneau stated that he is honored to continue to reach out to the community to support manufacturing through Anoka Area Chamber of Commerce Manufacture Cohort. He provided background information on the Manufacture Cohort and the work that has been done in the past few years including partnerships and collaboration with different groups, providing the example of the School District and changes that were made to the curriculum focused on manufacturing. He reviewed the work the Cohort focused on this year related to the COVID challenges including defining alternative workforce, openly exploring automation, investigating regional training, supporting COVID PPP applications, Minnesota Department of Labor dual training grants, regional automation assessment, and the “new normal”/what could be done to open up. He also reviewed employment statistics throughout Anoka County highlighting the importance of the manufacturing sector. He asked for continued support from the EDA/City of Ramsey.

Economic Development Manager Sullivan stated that he continues to be impressed by the work this group does. He noted that he has attended a number of meetings and events and provided information on the career signing event that he has attended in the past. He stated that staff recommends continued support of the Anoka Area Chamber Manufacture Cohort with a contribution of \$5,000.

Member Cords stated that in the last session the decision was made to use EDA budgeted funds to support local restaurants and cover the cost of the liquor license renewal fees. He asked if the EDA has the available funds to cover this budget request of \$5,000.

Economic Development Manager Sullivan replied that some funds have been moved around to cover the typical EDA expenses because of the contributions to the COVID program. He noted that some of the programs qualify for CARES Act funding, which will reduce the impact to the EDA budget. He noted that additional discussion will occur on the CARES Act funds later in today’s agenda.

Deputy City Administrator Gladhill stated that the City is attempting to be reimbursed for the COVID business programs through the CARES Act. He noted that he will provide additional details in the next case.

Member Heineman asked if there is an untapped group of manufactures that could benefit from the Cohort.

Mayor LeTourneau stated that the number of jobs mentioned includes the opportunity within Anoka County. He confirmed that not all the businesses in Anoka County are a part of the Cohort but stated that all of the activity that the Cohort does, helps to support manufacturing as a whole throughout the County. He stated that the intent is to engage with as many businesses as they can and benefit the community.

Chairperson Steffen asked if the group has been meeting through Zoom meetings.

Mayor LeTourneau confirmed that the group has been meeting through Zoom and has a meeting later this morning that will include a cross section of manufacturers along with representatives from the Department of Labor and the School District. He stated that the discussion today will relate to COVID challenges and how to open businesses back up.

Member Hardin asked the number of communities in Anoka County that are providing funds in a similar manner to Ramsey.

Mayor LeTourneau replied that currently the cities of Anoka and Ramsey contribute funds along with Anoka County. He stated that the Cohort is able to focus on things relative to Anoka and Ramsey because of their contributions.

Motion by Member Burandt, seconded by Member Cords, to recommend to City Council to continue support of the Anoka Area Chamber Manufacture Cohort in 2020 including \$5,000 in funding.

A roll call vote was performed:

Member Heineman	aye
Member Cords	aye
Member Burandt	aye
Member Riley	aye
Member Kuzma	aye
Member Hardin	aye
Chairperson Steffen	aye

Motion carried.

CC Regular Session

7. 6.

Meeting Date: 07/28/2020

Submitted For: Kurt Ulrich, Administrative Services

By: Kathy Schmitz, Administrative Services

Information

Title:

Considering a Second Amendment for Purchase Agreement for Cobblestone Hotel, Extending Deadline for Notice to Proceed to August 30, 2020 **Please Note: this case was added to the agenda at the meeting.**

Purpose/Background:

This case was added to the agenda at the meeting.

Recommendation:

Motion to approve the second amendment for Purchase Agreement for Cobblestone Hotel, extending deadline for Notice to Proceed to August 30, 2020.

Action:

Motion to approve the second amendment for Purchase Agreement for Cobblestone Hotel, extending deadline for Notice to Proceed to August 30, 2020.

Attachments

No file(s) attached.

Form Review

Inbox

Kurt Ulrich

Form Started By: Kathy Schmitz

Final Approval Date: 08/07/2020

Reviewed By

Kathy Schmitz

Date

08/07/2020 08:42 AM

Started On: 08/07/2020 08:39 AM

CC Regular Session

7. 6.

Meeting Date: 07/28/2020

By: Kathy Schmitz, Administrative Services

Information

Title:

~~Resolution #20-163 Demonstrating Values of Kindness and Respect During Unprecedented Times~~ **Please Note: this item was removed from the agenda.**

Purpose/Background:

The attached resolution has been offered to the Council by Council Members Musgrove and Specht for Council consideration.

Observations/Alternatives:

The content of this resolution was authored by the proposing Council Members.

Funding Source:

N/A

Recommendation:

This resolution may be approved, modified, postponed, or rejected by the Council motion.

Action:

Motion in regard to the proposed Resolution #20-163

Attachments

[Res #20-163](#)

Form Review

Inbox

Kurt Ulrich

Form Started By: Kathy Schmitz

Final Approval Date: 07/23/2020

Reviewed By

Kurt Ulrich

Date

07/23/2020 04:59 PM

Started On: 07/23/2020 04:35 PM

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #20-163

DEMONSTRATING VALUES OF KINDNESS AND RESPECT DURING UNPRECEDENTED TIMES

WHEREAS, COVID-19 is a respiratory disease that can result in serious illness or death, is caused by the SARS-CoV-2 virus, which is a new strain of coronavirus that had not been previously identified in humans and can easily spread from person to person. The virus is spread between individuals who are in close contact with each other (within about six feet) through respiratory droplets. It may be possible that individuals can get COVID-19 by touching a surface or object that has the virus on it and then touching their own mouth, nose, or eyes; and

WHEREAS, on January 30, 2020, the International Health Regulations Emergency Committee of the World Health Organization declared the outbreak of COVID-19 a public health emergency of international concern; and

WHEREAS, the Governor's Executive Order declaring a State of Emergency for the entire State of Minnesota urged all citizens to heed to the advice of the Department of Health and other emergency officials regarding COVID-19 in order to protect their health and safety; and provided education to local governments and residents including social distancing, hand washing, quarantining when symptomatic and

WHEREAS, the CDC has advised those that have possible or confirmed COVID-19 to stay home from work, school, and away from other public places; and

WHEREAS, a local and statewide State of Emergency continues to exist with limits on mass gatherings and requirements of physical distancing; and

WHEREAS, As the World Health Organization (WHO) states in their [interim guidance](#) on masks: "At present, there is no direct evidence (from studies on COVID-19 and in healthy people in the community) on the effectiveness of universal masking of healthy people in the community to prevent infection with respiratory viruses, including COVID-19." and

WHEREAS, The National Academy of Science [wrote](#) in April: "There are no studies of individuals wearing homemade fabric masks in the course of their typical activities" and added, "The current level of benefit, if any, is not possible to assess." and

WHEREAS, Dr. Mike Osterholm [says](#), the "highest frequency of mask-wearing" was in Hubei, China and it "didn't make a difference." He also emphasizes, "if you don't have an N95 [mask] you're not protected." One of Dr. Osterholm's concerns is that those at risk of severe COVID disease will *assume* the mask gives them a level of protection they don't have and thereby put themselves in harm's way.

WHEREAS, Governor Walz has issued executive order 81 pertaining to face masks contains five types of exemptions, three of which are governmental exemptions; and

WHEREAS, Governor Walz has issued executive order 81 pertaining to face masks contains penalty with financial hardship for individuals and businesses.

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

- 1) That business in Ramsey have struggled in these times of Covid-19 restrictions on businesses and with new mask regulations will have to turn away customers who are not able to wear a mask.
- 2) That Ramsey continue with focus on education of individuals and businesses for safety of all residents regarding social distances, hand washing, and quarantining when experiencing symptoms per individual medical direction.
- 3) That we encourage the Governor to lift his EO regarding wearing masks due to its detriment to Ramsey businesses
- 4) That business in Ramsey be allowed to post the follow declaration to protect those business customers who are not able to wear a mask
- 5) That the City of Ramsey values kindness and respects the rights of all and treats all residents equally. No person who is unable to wear a mask for medical reasons shall be discriminated against and due to HIPPA and the 4th Amendment cannot legally be asked about their medical condition.
- 6) That all persons within the area of the City of Ramsey limits is encouraged to be considerate of physical distance of at least six feet of separation from non-group members, and regularly sanitize/wash hands.

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 28th day of July, 2020.

Mayor

ATTEST:

City Clerk