City of Ramsey
Agenda
Regular City Council
Tuesday, December 8, 2020
7:00 pm
Council Chambers, 7550 Sunwood Drive NW

This meeting is being held in accordance with Minnesota Statutes 13D.021. Due to the COVID-19 Pandemic, it is not practical and prudent for all members of this board to attend in person. Current Minnesota law requires certain social distancing standards that impacts the capacity of the Council Chambers. For those at highest risk, it is advised to isolate themselves from the general public. For these reasons, it is not practical and prudent to have this meeting exclusively in person. Members of the public are welcome to attend in person or remotely.

Remote Attendance available at www.cityoframsey.com/meetings. To maximize social distancing due to the COVID-19 Pandemic, those that can join remotely are encouraged to do so. Those joining remotely and requesting to speak are asked to use a webcam when speaking.

1. Call to Order

2. Presentation

1. Recognize Mayor John LeTourneau and Councilmember Jeff Menth for their Service to the City of Ramsey

3. Citizen Input

4. Approve Agenda

5. Consent Agenda

1. Receive October Financial Reports - General Fund and Enterprise Funds

2. Receive Cash and Investments for Period Ending October 31, 2020

3. Approve the Following Meeting Minutes:

1. City Council Work Session dated 11/10/2020
2. City Council Regular Session dated 11/10/2020
3. City Council Canvassing Board dated 11/12/2020
4. City Council Special Work Session dated 11/17/2020
5. City Council Work Session dated 11/24/2020
6. City Council Regular Session dated 11/24/2020

4. Approve Business Licenses (includes 2021 Renewals)

5. Approve Rental Licenses

6. Approve Request to Declare Surplus Property

7. Adopt Policies and Procedures for Federal Awards Administration

8. Adopt Resolution #20-287 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of November 19, 2020 through December 2, 2020.

9. Adopt Resolution #20-312 Amending the Allocation of Cares Act Funds for Economic Recovery Activities and Resolution #20-313 Amending the Allocation of Cares Act Funds to Local Government Activities.

10. Adopt Resolution #20-225 Curbside Recycling Contract with Ace Solid Waste

11. Adopt Resolution #20-241 Authorizing Final Payment to Omann Contracting Companies, Inc. for Improvement Project #19-03, Wood Pond Hills & Chestnut Ridge Street Reconstructions.

12. Adopt Resolution #20-266 Providing Direction to Lennar Related to Rivenwick 4th Concept Plan (Project 20-134)

13. Adopt Resolution #20-284 Establishing Precinct and Polling Locations for the 2021 Election Year

14. Adopt Resolution #20-286 Approving Release of Right of Re-Entry Agreement; Case of PSD LLC

15. Adopt Resolution #20-288 Authorizing Final Payment to Dryden Excavating for Improvement Project #19-10, Hedgehog Street Drainage Improvement.

16. Adopt Resolution #20-289 Approving Donation Agreement and Acquisition of Lot 1, Block 1, Pineview Estates 2nd Addition

17. Adopt Resolution #20-294 Accepting Municipal Testing Proposals for 2021 Pavement Management Program Projects

18. Adopt Resolution #20-298 Authorizing Partial Payment #5 to Park Construction for Improvement Project #20-01, Variolite Street Reconstruction Project.

19. Adopt Resolution #20-299 Authorizing Partial Payment #2 to Hakanson Anderson Associates for Improvement Project 20-07 New Public Works Facility

20. Adopt Resolution #20-300 Authorizing Partial Payment #2 to Northland Concrete and Masonry Company, LLC for Improvement Project 20-07 New Public Works

21. Adopt Resolution #20-301 Authorizing Partial Payment #2 to Minnesota Utilities & Excavating, LLC for Improvement Project 20-07 New Public Works Facility.

22. Adopt Resolution #20-302 Authorizing Partial Payment #1 to Herzog Coatings for Improvement Project 20-07 New Public Works Facility.

23. Adopt Resolution #20-303 Authorizing Partial Payment #1 to Thornberg Steel for Improvement Project 20-07 New Public Works Facility

24. Adopt Resolution #20-304 Authorizing Partial Payment #2 to Thornberg Steel for Improvement Project 20-07 New Public Works Facility

25. Adopt Resolution #20-305 Authorizing Partial Payment #1 to Jacon LLC for Improvement Project 20-07 New Public Works Facility

26. Adopt Resolution #20-306 Authorizing Partial Payment #3 to RJM Construction for Improvement Project 20-07 New Public Works Facility

27. Adopt Resolution #20-308 Authorizing Local Road Improvement Program Grant Application for Riverdale Drive Extension - Llama Street to Bowers Drive, Improvement Project #20-05

28. Adopt Resolution #20-309 Extending Towing Services Agreement with Northstar Towing Services

29. Adopt Resolution #20-310 Extending Animal Impound Services Contract with North Metro Animal Care and Control

30. Adopt Resolution #20-311 to Approve a Position Reclassification

31. Adopt Resolution #20-296 Hiring Temporary Ice Rink Attendants

6. Public Hearing

1. PUBLIC HEARING - Adopt Resolution #20-290 Adopting the City's 2021-2030 Capital Improvement Plan (CIP)

2. PUBLIC HEARING on 2021 Tax Levies and General Fund Budget

- Adopt Resolution #20-291 Adopting the 2020, Payable 2021 Municipal Tax Levy
- Adopt Resolution #20-292 Adopting the 2021 General Fund Budget
- Adopt Resolution #20-293 Adopting the 2021 Economic Development Authority (EDA) Budget

7. Council Business

1. Adopt Resolution #20-297 Providing for the Issuance and Sale of $9.065M General Obligation Capital Improvement Plan Bonds, Series 2020A and Levying a tax for the Payment Thereof

2. Consider Action Reduce Interest Charged on Deferred Assessments Due Upon Sale of Tract A, RLS No. 119

3. Adopt Resolution #20-307 to Approve Acceptance of a Grant for Dedicated DWI Enforcement and Authorize an Additional Police Officer Hire in 2021

4. Adopt Resolution #20-295 to a Hire a Part-time Police Records Technician

5. Review Current Legislative Priorities

8. Mayor/Council/Staff Input

1. Confirm December 15 Special City Council Meeting

9. Adjournment

CC Regular Session **2. 1.**

Meeting Date: 12/08/2020

Information

Title:

Recognize Mayor John LeTourneau and Councilmember Jeff Menth for their Service to the City of Ramsey

Purpose/Background:

The purpose of this presentation is to recognize Mayor John LeTourneau and Councilmember Jeff Menth for their service to the City of Ramsey.

Mayor LeTourneau has served the City of Ramsey since 2000 when he was appointed to serve on the Economic Development Authority. His time on the EDA spanned from July 2000 through December 2013. Next he was elected to the City Council as an At-large Councilmember and took office on January 8, 2013. Finally, he was elected as Ramsey's Mayor, filling a partial Mayoral term, this term officially ends when the new Mayor takes office on January 4, 2021. Both as a Councilmember and Mayor, John LeTourneau has served on countless Council committees and other community initiatives.

Councilmember Jeff Menth was elected to the City Council At-large seat in the August 2019 Special Election. He took office on August 27, 2019, filling the partial At-large seat. Councilmember Menth will serve until January 4, 2021. Councilmember Menth has served on numerous Council committees and community initiatives.

The City Council and staff would like to thank both Mayor LeTourneau and Councilmember Menth for their service and wish them both well in their future endeavors.

Attachments

No file(s) attached.

Form Review

Inbox	Reviewed By	Date
Kathy Schmitz	Kathy Schmitz	12/02/2020 10:48 AM
Colleen Lasher (Originator)	Colleen Lasher	12/03/2020 10:24 AM
Kurt Ulrich	Kurt Ulrich	12/03/2020 12:22 PM
Form Started By: Colleen Lasher		Started On: 12/02/2020 08:40 AM
Final Approval Date: 12/03/2020		

CC Regular Session **5. 1.**

Meeting Date: 12/08/2020

By: Diana Lund, Finance

Information

Title

Receive October Financial Reports - General Fund and Enterprise Funds

Purpose/Background:

Purpose: Receive October 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.

Notification:

Please note that some departments may appear to be over-budget. Example Finance Department. The over-budget amount is attributed to salary transfers being completed at year end for those respective departments that have funding coming from the enterprise funds for their respective administrative time.

Recommendation:

No action required. Informational only.

Action:

No action required. Informational only.

Attachments

October 2020 General Fund Financial Report - Budget to Actual

October 2020 Enterprise Funds Financial Reports - Budget to Actual

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	12/03/2020 12:05 PM
Form Started By: Diana Lund		Started On: 12/01/2020 09:37 AM
Final Approval Date: 12/03/2020		

CITY OF RAMSEY
FINANCIAL STATEMENT

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

GENERAL FUND EXPENDITURES - BY DEPARTMENT -

Dept	-CURRENT YEAR ADOPTED BUDGET-	CURRENT YTD GENERAL LEDGER
Admin	2,081,454.00	1,548,184.66
Com Dev	1,192,238.00	940,267.17
Contingency	121,373.00	61,853.00
Council	137,330.00	95,478.18
Finance	526,624.00	561,438.81
Fire	1,331,268.00	865,668.30
Legal	131,300.00	88,017.79
Police	4,149,628.00	3,204,306.16
Public Works	3,632,374.00	2,733,311.21
Grand Total	**13,303,589.00**	**10,098,525.28**

GENERAL FUND EXPENDITURES - BY CATEGORY -

Category	-CURRENT YEAR ADOPTED BUDGET-	-CURRENT YTD GENERAL LEDGER-
Capital Outlay	471,000.00	196,397.87
Debt Service	106,373.00	-
Other Services & Charges	2,774,556.00	1,686,820.20
Personal Services	8,947,160.00	7,314,598.38
Supplies	1,004,500.00	838,855.83
Transfers out	-	61,853.00
Grand Total	**13,303,589.00**	**10,098,525.28**

GENERAL FUND REVENUES - BY CATEGORY -

Category	-CURRENT YEAR ADOPTED BUDGET-	-CURRENT YTD GENERAL LEDGER-
Taxes	10,625,932.00	5,341,170.31
Charges for Services	666,162.00	589,520.78
Business Licenses/Permits	76,400.00	61,999.37
Fines and Forfeits	55,500.00	24,725.39
Federal Intergovernmental	8,000.00	-
State Intergovernmental	384,300.00	438,202.42
Interest	100,000.00	-
Local Intergovernmental	13,295.00	-
Miscellaneous	21,100.00	12,425.22
Non-Business Licenses/Permits	556,900.00	662,307.00
Transfers in	796,000.00	325,000.00
Grand Total	**13,303,589.00**	**7,455,350.49**

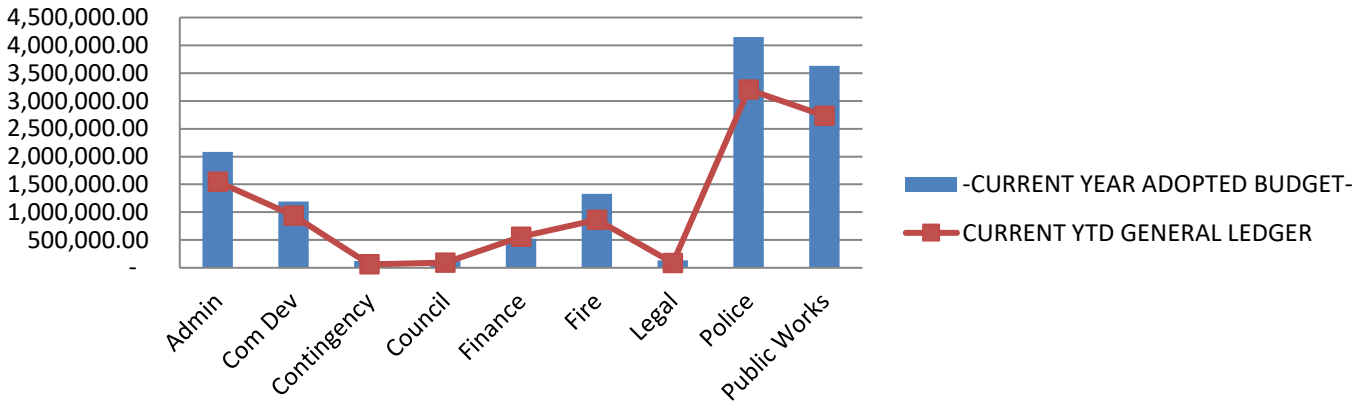
This report reflects year to date revenue and expenditures as compared to annual budget.
It does not reflect fund balance.

PREPARED BY: FINANCE DEPARTMENT

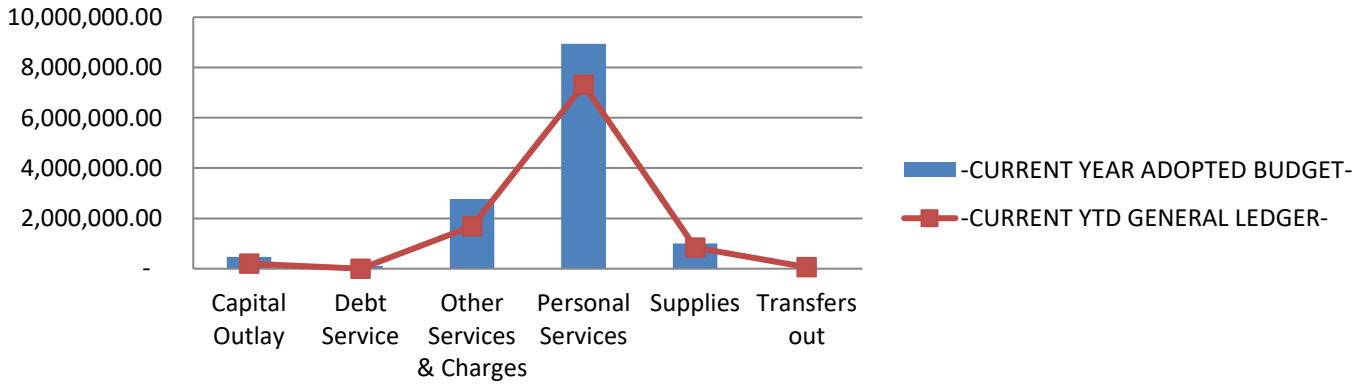
CITY OF RAMSEY
FINANCIAL STATEMENT

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

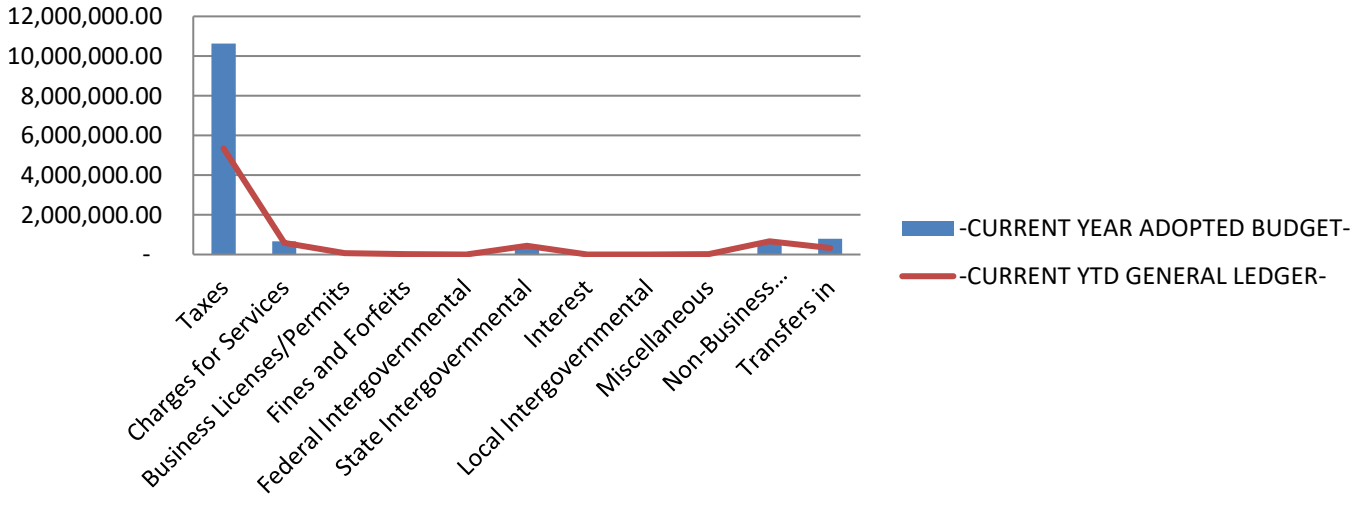
GENERAL FUND EXPENDITURES - BY DEPARTMENT



GENERAL FUND EXPENDITURES - BY CATEGORY



GENERAL FUND REVENUES



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

PREPARED BY: FINANCE DEPARTMENT

CITY OF RAMSEY
FINANCIAL STATEMENT

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

REVENUES

BUSINESS UNIT	9601	WATER UTILITY		
GENERAL LEDGER ACCOUNT		CURRENT YEAR REQUESTED BUDGET	CURRENT YTD GENERAL LEDGER	-% of Budget-
4140	CREDIT CARD PROCESSING FEES	(15,000.00)	(11,178.13)	74.52%
4609	OTHER MISCELLANEOUS REVENUES	62,000.00	5,584.49	9.01%
4651	WATER REVENUE		60.00	0.00%
4652	WATER SALES - RESIDENTIAL	1,301,588.00	1,310,420.52	100.68%
4653	WATER SALES-COMMERCIAL	679,518.00	770,747.78	113.43%
4654	WATER PENALTIES	37,308.00	3,438.98	9.22%
4655	WATER METER INSTALLATION	12,000.00	20,730.00	172.75%
4656	WATER METERS	30,000.00	52,570.00	175.23%
4657	CONNECTION/RECONNECTION FEES	500.00	350.00	70.00%
4701	INTEREST ON INVESTMENTS	175,000.00	-	0.00%
4901	TRANSFER IN FROM OTHER FUNDS		61,853.00	0.00%
4702	MISCELLANEOUS INTEREST	-	7,461.82	0.00%
4606	DEVELOPER FEES (WAC)		413,258.00	0.00%
4601	MISCELLANEOUS REVENUE		1,920.28	0.00%
6436	WATER EFFICIENCY REBATE PROG		3,580.51	0.00%
Grand Total		**2,282,914.00**	**2,640,797.25**	

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	151,971.13	61.37%
6103	FULL TIME-REGULAR-OVERTIME	13,500.00	10,914.25	80.85%
6105	TEMPORARY-WAGES & SALARIES	19,167.00	8,014.84	41.82%
6121	PERA CONTRIBUTIONS	54,585.00	13,142.96	24.08%
6122	FICA/MEDICARE CONTRIBUTIONS	21,667.00	14,063.99	64.91%
6131	GROUP INSURANCE	34,467.00	21,378.50	62.03%
6133	WORKERS COMP INSURANCE PREMIUM	14,954.00	-	0.00%
6208	MISCELLANEOUS OFFICE SUPPLIES	600.00	-	0.00%
6223	GASOLINE	5,000.00	4,878.55	97.57%
6225	DIESEL FUEL	3,500.00	248.33	7.10%
6229	SHOP MATERIALS	600.00	76.76	12.79%
6231	UNIFORMS & TURN-OUT GEAR	2,900.00	2,318.23	79.94%
6249	MISCELLANEOUS OPERATING SUPPLY	18,000.00	8,283.03	46.02%
6257	OTHER VEHICLE PARTS	7,000.00	2,635.28	37.65%
6273	UTILITY SYSTEM MAINT SUPPLIES	78,000.00	83,666.01	107.26%
6281	SMALL TOOLS & MINOR EQUIPMENT	6,000.00	7,085.51	118.09%
6292	WATER METERS FOR RESALE	70,000.00	64,364.00	91.95%
6315	MISCELLANEOUS PROFESSIONAL SER	150,000.00	57,502.36	38.33%
6322	POSTAGE	3,000.00	850.86	28.36%
6323	CELLULAR PHONES	4,000.00	2,838.79	70.97%
6334	MILEAGE REIMBURSEMENT	400.00	74.08	18.52%
6335	TRAINING	2,400.00	3,748.22	156.18%
6352	GENERAL NOTICE & PUBLIC INFOR	300.00	172.00	57.33%
6361	GENERAL LIABILITY/PROPERTY INS	32,000.00	5,567.00	17.40%
6371	ELECTRIC UTILITIES	150,000.00	115,242.18	76.83%
6373	GAS	3,000.00	1,326.29	44.21%
6374	REFUSE/RECYCLING	700.00	561.83	80.26%
6381	BUILDING & STRUCTURE REPAIR	3,500.00	1,592.11	45.49%
6439	OTHER MISCELLANEOUS	64,000.00	7,174.48	11.21%
6451	MEMBERSHIP DUES	1,400.00	1,000.00	71.43%
6489	OTHER CONTRACTED SERVICES	76,000.00	62,086.25	81.69%
6722	DEPRECIATION	798,000.00	-	0.00%
6820	OPERATING TRANSFERS TO OTHER F	45,000.00	45,000.00	100.00%
6436	WATER EFFICIENCY REBATE PROG		3,580.51	0.00%
Grand Total		**1,931,277.00**	**701,358.33**	

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: **October 31, 2020**

REVENUES

BUSINESS UNIT	9602	SEWER UTILITY		
GENERAL LEDGER ACCOUNT		CURRENT YEAR REQUESTED BUDGET	CURRENT YTD GENERAL LEDGER	-% of Budget-
4140	CREDIT CARD PROCESSING FEES	(12,000.00)	(9,742.29)	81.19%
4356	SEWER AVAILABILITY CHARGE-ADM	5,000.00	2,907.45	58.15%
4609	OTHER MISCELLANEOUS REVENUES	5,000.00	-	0.00%
4661	RESIDENTIAL-SEWER CHARGES	1,283,710.00	985,701.20	76.79%
4662	COMMERCIAL-SEWER CHARGES	374,508.00	285,303.09	76.18%
4663	SEWER PENALTIES	40,000.00	7,221.03	18.05%
4701	INTEREST ON INVESTMENTS	125,000.00	-	0.00%
4606	DEVELOPER FEES (WAC)	-	134,748.00	0.00%
4601	MISCELLANEOUS REVENUE		1,920.29	0.00%
Grand Total		**1,821,218.00**	**1,408,058.77**	

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	64,628.64	38.53%
6103	FULL TIME-REGULAR-OVERTIME	-	819.29	0.00%
6105	TEMPORARY-WAGES & SALARIES	-	7,809.56	0.00%
6121	PERA CONTRIBUTIONS	30,580.00	5,449.40	17.82%
6122	FICA/MEDICARE CONTRIBUTIONS	12,945.00	5,861.54	45.28%
6131	GROUP INSURANCE	6,757.00	-	0.00%
6133	WORKERS COMP INSURANCE PREMIUM	8,476.00	-	0.00%
6223	GASOLINE	4,000.00	2,447.78	61.19%
6225	DIESEL FUEL	2,800.00	248.07	8.86%
6249	MISCELLANEOUS OPERATING SUPPLY	18,000.00	21,536.73	119.65%
6275	OTHER EQUIPMENT PARTS	9,000.00	4,923.26	54.70%
6315	MISCELLANEOUS PROFESSIONAL SER	65,000.00	2,949.45	4.54%
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	10,032.58	59.02%
6373	GAS	2,500.00	862.87	34.51%
6374	REFUSE/RECYCLING	700.00	561.83	80.26%
6377	SEWER SERVICE CHARGE	853,599.00	782,465.64	91.67%
6489	OTHER CONTRACTED SERVICES	28,000.00	25,663.94	91.66%
6722	DEPRECIATION	535,500.00	-	0.00%
6820	OPERATING TRANSFERS TO OTHER F	39,000.00	39,000.00	100.00%
Grand Total		**1,826,394.00**	**977,031.54**	

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

CITY OF RAMSEY
FINANCIAL STATEMENT

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

REVENUES

BUSINESS UNIT	9603	STREET LIGHT UTILITY	
GENERAL LEDGER ACCOUNT	CURRENT YEAR REQUESTED BUDGET	CURRENT YTD GENERAL LEDGER	-% of Budget-
4140 CREDIT CARD PROCESSING FEES	(3,500.00)	(1,989.84)	56.85%
4681 CHARGES FOR STREET LIGHTS	156,933.00	120,341.02	76.68%
4683 STREET LIGHTING PENALTIES	7,000.00	1,141.74	16.31%
4701 INTEREST ON INVESTMENTS	15,000.00	-	0.00%
4684 PRIORITY STREET LIGHT	53,012.00	40,546.60	76.49%
Grand Total	**228,445.00**	**160,039.52**	

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	90,655.23	72.52%
6489 OTHER CONTRACTED SERVICES	14,300.00	7,407.69	51.80%
6722 DEPRECIATION	48,801.00	-	0.00%
6820 OPERATING TRANSFERS TO OTHER F	22,000.00	22,000.00	100.00%
Grand Total	**210,101.00**	**120,062.92**	

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CITY OF RAMSEY
FINANCIAL STATEMENT

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

REVENUES

BUSINESS UNIT	9604	RECYCLING UTILITY		
GENERAL LEDGER ACCOUNT		CURRENT YEAR REQUESTED BUDGET	CURRENT YTD GENERAL LEDGER	-% of Budget-
4140	CREDIT CARD PROCESSING FEES	(4,000.00)	(2,484.52)	62.11%
4287	OTHER LOCAL GOVERNMENT GRANTS	77,566.00	21,536.50	27.77%
4609	OTHER MISCELLANEOUS REVENUES	-	946.72	0.00%
4671	RECYCLING CHARGES	313,100.00	239,265.00	76.42%
4672	RECYCLING PENALTIES	8,000.00	1,717.66	21.47%
4701	INTEREST ON INVESTMENTS	3,500.00	-	0.00%
Grand Total		**398,166.00**	**260,981.36**	

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	9,056.10	40.31%
6103	FULL TIME-REGULAR-OVERTIME	-	783.79	0.00%
6104	PART TIME-WAGES & SALARIES	7,280.00	-	0.00%
6121	PERA CONTRIBUTIONS	2,231.00	734.66	32.93%
6122	FICA/MEDICARE CONTRIBUTIONS	2,286.00	664.60	29.07%
6131	GROUP INSURANCE	3,437.00	-	0.00%
6133	WORKERS COMP INSURANCE PREMIUM	236.00	-	0.00%
6249	MISCELLANEOUS OPERATING SUPPLY	32,000.00	10,944.09	34.20%
6322	POSTAGE	300.00	27.50	9.17%
6489	OTHER CONTRACTED SERVICES	325,000.00	273,199.74	84.06%
Grand Total		**395,235.00**	**295,410.48**	

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CITY OF RAMSEY
FINANCIAL STATEMENT

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

REVENUES

BUSINESS UNIT	9605	STORM WATER UTILITY		
GENERAL LEDGER ACCOUNT		CURRENT YEAR REQUESTED BUDGET	CURRENT YTD GENERAL LEDGER	-% of Budget-
4140	CREDIT CARD PROCESSING FEES	(6,500.00)	(4,593.31)	70.67%
4693	STORM WATER-RESIDENTIAL	563,931.00	432,906.71	76.77%
4694	STORM WATER-COMMERCIAL	554,175.00	435,879.83	78.65%
4695	STORM WATER-PENALTIES	21,493.00	4,336.62	20.18%
4701	INTEREST ON INVESTMENTS	15,000.00	-	0.00%
Grand Total		**1,148,099.00**	**868,529.85**	

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	50,261.85	36.40%
6105	TEMPORARY-WAGES & SALARIES	-	3,494.17	0.00%
6121	PERA CONTRIBUTIONS	27,356.00	3,865.13	14.13%
6122	FICA/MEDICARE CONTRIBUTIONS	10,598.00	4,093.39	38.62%
6131	GROUP INSURANCE	20,781.00	-	0.00%
6133	WORKERS COMP INSURANCE PREMIUM	5,889.00	-	0.00%
6225	DIESEL FUEL	5,500.00	3,834.86	69.72%
6249	MISCELLANEOUS OPERATING SUPPLY	10,000.00	9,654.72	96.55%
6257	OTHER VEHICLE PARTS	9,500.00	5,902.77	62.13%
6315	MISCELLANEOUS PROFESSIONAL SER	60,000.00	20,738.26	34.56%
6361	GENERAL LIABILITY/PROPERTY INS	8,652.00	-	0.00%
6371	ELECTRIC UTILITIES	3,000.00	1,902.91	63.43%
6373	GAS	2,500.00	862.86	34.51%
6374	REFUSE/RECYCLING	700.00	561.80	80.26%
6415	OTHER EQUIPMENT RENTAL		(375.00)	0.00%
6451	MEMBERSHIP DUES	22,000.00	25,592.00	116.33%
6489	OTHER CONTRACTED SERVICES	40,000.00	21,680.66	54.20%
6722	DEPRECIATION	344,793.00	-	0.00%
6820	OPERATING TRANSFERS TO OTHER F	34,000.00	34,000.00	100.00%
Grand Total		**743,354.00**	**186,070.38**	

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: 12/08/2020

By: Diana Lund, Finance

Information

Title

Receive Cash and Investments for Period Ending October 31, 2020

Purpose/Background:

Purpose: Receive reports of the city's cash and investments for the period ending October 31, 2020.

Cash and investment report shows the monthly cash flow - receipts and expenditures through October 31, 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 October 31, 2020

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	12/03/2020 12:02 PM
Form Started By: Diana Lund		Started On: 12/01/2020 07:18 AM
Final Approval Date: 12/03/2020		

CITY OF RAMSEY
REPORT OF POOLED CASH FLOWS
Period Ended October 31, 2020

	October-20 CURRENT MONTH	2020 YEAR-TO-DATE
CASH AND TEMPORARY INVESTMENTS		
BEGINNING BALANCE	$ 87,114,967.32	$ 84,144,038.99
CASH INFLOWS:		
Daily Deposit	904,092.24	9,668,380.50
Tax Settlements	-	7,254,361.86
U/B Receipts	25,969.41	1,742,948.07
Credit Cards (Includes Utility Billing)	162,992.47	3,197,828.62
Interest Earnings [Net of Interest Paid on Investments]	75,639.38	1,228,102.39
Bond Proceeds	-	-
TOTAL CASH INFLOW	$ 1,168,693.50	$ 23,091,621.44
TOTAL CASH AVAILABLE	$ 88,283,660.82	$ 107,235,660.43
CASH OUTFLOWS:		
Prepaid Checks	1,467,613.55	8,152,403.81
Bills Lists	427,780.37	5,512,072.60
Pay Estimates	719,851.96	1,673,775.08
Credit Cards	4,481.81	60,455.89
Payroll - Net	548,721.19	4,141,932.73
Flex Reimbursement	4,024.03	39,535.71
Void Checks/Dormant Checks Paid	(3,719.75)	(73,151.90)
Debt Service	-	2,612,552.35
Miscellaneous [Bank Charges; etc.]	149.00	1,325.50
TOTAL CASH OUTFLOW	$ 3,168,902.16	$ 22,120,901.77
POOLED CASH AND TEMPORARY INVESTMENTS ENDING BALANCE	**$ 85,114,758.66**	**$ 85,114,758.66**
MEMO - NET 2019 CASH INFLOW (OUTFLOW)	**(2,000,208.66)**	**970,719.67**
INVESTMENT PORTFOLIO SUMMARY		
BEGINNING BALANCE	**$ 74,030,497.33**	**73,537,171.61**
Purchases	1,500,000.00	46,554,533.49
Maturities/Sales	(2,361,273.64)	(46,922,481.41)
ENDING BALANCE	**$ 73,169,223.69**	**$ 73,169,223.69**

Prepared by the City of Ramsey Finance Department
12/1/2020

2020 CASH AND INVESTMENT ACTIVITY

CITY INVEST #	STATED MAT DATE	BROKER	SECURITY DESCRIP	FDIC #	CUSIP	PRIN BAL 1/1/2020	PURCH 2020	SOLD/ MATURE 2020	BV PRIN BAL 12/31/2020	PAR
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	MINNENOTONKA MN ISD 276		604195D20	100,000.00		100,000.00	0.00	100,000
150701A	2/1/2020	BAIRD	WINTHROP MN TAX		976367ND0	290,000.00		290,000.00	0.00	290,000
191008A	12/1/2020	BAIRD	ROCK ISLAND IL TAX		7724872H6	255,000.00		0.00	255,000.00	255,000
150701B	2/1/2021	BAIRD	WINTHROP MN TAX		976367NE8	305,000.00		0.00	305,000.00	305,000
160322A	3/22/2021	BAIRD	FNMA		3136H3BT1	250,000.00		0.00	250,000.00	250,000
140904	9/1/2021	BAIRD	OKLAHOMA TAXABLE		678519RP6	535,000.00		0.00	535,000.00	535,000
191008B	12/1/2021	BAIRD	ROCK ISLAND IL TAX		7724872J2	270,000.00		0.00	270,000.00	270,000
191008C	12/1/2022	BAIRD	ROCK ISLAND IL TAX		7724872K9	270,000.00		0.00	270,000.00	270,000
									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
200130A	1/30/2023	ICD SEC	CD-UNION BANK	34934	90520VATO		245,000.00	245,000.00	0.00	245,000
200130B	7/30/2021	ICD SEC	CD-COMMUNITY BANKE	26871	20361LCG7		245,000.00	0.00	245,000.00	245,000
180124A	1/24/2020	ICD SEC	CD-CROSSFIRST BANK	58648	2766ACD5	249,000.00		249,000.00	0.00	249,000
170728B	1/28/2020	ICD SEC	CD-NATIONWIDE BANK	34710	63861NAH8	249,000.00		249,000.00	0.00	249,000
180129	1/29/2020	ICD SEC	CD-FORTUNE BANK	58107	34969RCD8	248,000.00		248,000.00	0.00	248,000
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
170929	3/27/2020	ICD SEC	CD-LANDMARK COMM B	34982	51507LBM5	249,000.00		249,000.00	0.00	249,000
180329	3/30/2020	ICD SEC	CD-CITIBANK-Semiannual	7213	17312QHS1	249,000.00		249,000.00	0.00	249,000
180406C	4/6/2020	ICD SEC	CD-SYNCHRONY BANK-S	27314	87164WUX4	249,000.00		249,000.00	0.00	249,000
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
180727B	4/27/2020	ICD SEC	CD-PLUS INTERNATIONA	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
190607	5/7/2020	ICD SEC	CD-BANK OZARK	110	064417NJE4	245,000.00		245,000.00	0.00	245,000
181217A	5/18/2020	ICD SEC	CD-FIRST SOURCE BANK	9087	33646CKN3	245,000.00		245,000.00	0.00	245,000
170922	5/26/2020	ICD SEC	CD-TEXAS EXCHANGE B.	20096	88241TCA6	249,000.00		249,000.00	0.00	249,000
190827	5/27/2020	ICD SEC	CD-ZIONS BANKCORP	2270	9897OI2Q5	245,000.00		245,000.00	0.00	245,000.00
190530C	5/29/2020	ICD SEC	CD-BANK UNITED	58979	066519JV2	245,000.00		245,000.00	0.00	245,000
171130C	5/29/2020	ICD SEC	CD-HENRY COUNTY BAN	15384	426336BM4	200,000.00		200,000.00	0.00	200,000
180531A	5/29/2020	ICD SEC	CD-STEARNS BANK	10988	857894WV9	249,000.00		249,000.00	0.00	249,000
180530	5/29/2020	ICD SEC	CD-WEX BANK-Semiannua	34697	92937CHA9	249,000.00		249,000.00	0.00	249,000
181207	6/8/2020	ICD SEC	CD-CIT BANK	58978	12556LAN6	245,000.00		245,000.00	0.00	245,000
190612	6/11/2020	ICD SEC	CD-FIRST FINANCIAL BA	6600	32021SGD2	245,000.00		245,000.00	0.00	245,000
181212B	6/12/2020	ICD SEC	CD-BANK OF AMERICA	3510	06051VD37	245,000.00		245,000.00	0.00	245,000
171215B	6/15/2020	ICD SEC	CD-PACIFIC CITY BANK	57463	69406PCT4	249,000.00		249,000.00	0.00	249,000
181214	6/15/2020	ICD SEC	CD-PINNACLE BANK	35583	72345SHM6	245,000.00		245,000.00	0.00	245,000
181221	6/22/2020	ICD SEC	CD-BROOKLINE BANK	17798	11373QFZ6	245,000.00		245,000.00	0.00	245,000
180629B	6/25/2020	ICD SEC	CD-FIRST INTERNET BAN	34607	32056GC21	249,000.00		249,000.00	0.00	249,000
181228B	6/29/2020	ICD SEC	CD-COMMUNITY FIRST E	57511	20368TCH1	245,000.00		245,000.00	0.00	245,000
180706	7/6/2020	ICD SEC	CD-ORIENTAL BANK	31469	68621KBWO	245,000.00		245,000.00	0.00	245,000.00
190711	7/13/2020	ICD SEC	CD-SECURITY BANK	15731	81404QABO	245,000.00		245,000.00	0.00	245,000
180117	7/17/2020	ICD SEC	CD-CITIZENS NATIONAL	06531	175144DH4	150,000.00		150,000.00	0.00	150,000
180718A	7/20/2020	ICD SEC	CD-UNITED STATE BANK	12214	91153QAE6	245,000.00		245,000.00	0.00	245,000.00
170726	7/27/2020	ICD SEC	CD-GOLDMAN SACHS	33124	38148PLS4	249,000.00		249,000.00	0.00	249,000
190514	8/14/2020	ICD SEC	CD-DIME COMMUNITY B	16012	25432JAA1	245,000.00		245,000.00	0.00	245,000
180831A	8/31/2020	ICD SEC	CD-PROVIDENT BANK	90141	743837DK9	204,000.00		204,000.00	0.00	204,000.00
180921A	9/21/2020	ICD SEC	CD-DISCOVER BANK	5649	254673TS5	145,000.00		145,000.00	0.00	145,000
190621B	9/21/2020	ICD SEC	CD-GREAT SOUTHERN B.	29546	39120VSJ4	245,000.00		245,000.00	0.00	245,000
171012	10/13/2020	ICD SEC	CD-ALLY BANK	57803	03006L5Z2	74,000.00		74,000.00	0.00	74,000
181217B	10/16/2020	ICD SEC	CD-FARM BUREAU BANK	35157	307660LA6	245,000.00		245,000.00	0.00	245,000
190726A	10/26/2020	ICD SEC	CD-COMMUNITY WEST E	27572	20415Q6W3	245,000.00		245,000.00	0.00	245,000
171027	10/27/2020	ICD SEC	CD-THIRD FEDERAL SAV	30012	88413QBS6	249,000.00		249,000.00	0.00	249,000
190523	11/23/2020	ICD SEC	CD-CIBC BANK	33306	12547CAE8	245,000.00		0.00	245,000.00	245,000
181213	12/14/2020	ICD SEC	CD-ALLY BANK	57803	02007GGP2	75,000.00		0.00	75,000.00	75,000
181228F	12/28/2020	ICD SEC	CD-BANK OF PRINCETON	58513	065452OAV1	245,000.00		0.00	245,000.00	245,000
181228E	12/28/2020	ICD SEC	CD-FIRST BANK OF PUER	30387	33767A6W6	249,000.00		0.00	249,000.00	249,000
191230E	12/29/2020	ICD SEC	CD-BANK OF CHINA	33653	06428FPU5	245,000.00		0.00	245,000.00	245,000
171229B	12/29/2020	ICD SEC	CD-STATE BANK OF FEN	11406	856188AV9	249,000.00		0.00	249,000.00	249,000
190118B	1/19/2021	ICD SEC	CD-NBT BANK NA	7230	628779GB0	245,000.00		0.00	245,000.00	245,000
190719B	1/19/2021	ICD SEC	CD-WELLSLEY BANK	26605	94948LCR0	245,000.00		0.00	245,000.00	245,000
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	8727OLCJ0	85,000.00		0.00	85,000.00	85,000
180717	7/16/2021	ICD SEC	CD-CURRIE STATE BANK	8833	23130SDL4	245,000.00		0.00	245,000.00	85,000
190118A	7/19/2021	ICD SEC	CD-TIAA FSB	34775	8727OLBQ5	156,000.00		0.00	156,000.00	85,000
197023	7/23/2021	ICD SEC	CD-SECURITY STATE BA	11907	81500JAT0	245,000.00		245,000.00	0.00	85,000

2020 CASH AND INVESTMENT ACTIVITY

CITY INVEST #	STATED MAT DATE	BROKER	SECURITY DESCRIP	FDIC #	CUSIP	PRIN BAL 1/1/2020	PURCH 2020	SOLD/ MATURE 2020	BV PRIN BAL 12/31/2020	PAR
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 BANI	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 & SAVII	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 BANI	19899	50116CBY4	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 BAI	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		245,000.00	0.00	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
									5,075,000.00	
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	LUVERNE 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
200805	11/1/2026	Northland	BALDWIND PA GO		058237-HM-3		100,000.00	0.00	100,000.00	100,000
200825A	8/1/2027	Northland	CENTINELA VALLEY CA HS		15239-RP-4		250,000.00	0.00	250,000.00	250,000
200825B	8/1/2029	Northland	CENTINELA VALLEY CA HS		15239-RR-0		270,000.00	0.00	270,000.00	270,000
200914	8/1/2028	Northland	BURLESON TX IDS ZERO CPN		121403-4E6		500,000.00	0.00	500,000.00	500,000
200923	7/15/2029	Northland	WILKINSBURGO BORO PA TAX		968529-JV-0		265,000.00	0.00	265,000.00	265,000
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		400,000.00	0.00	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		620S35-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

2020 CASH AND INVESTMENT ACTIVITY

CITY INVEST #	STATED MAT DATE	BROKER	SECURITY DESCRIP	FDIC #	CUSIP	PRIN BAL 1/1/2020	PURCH 2020	SOLD/ MATURE 2020	BV PRIN BAL 12/31/2020	PAR
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	MICHICAN 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
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		485,000.00	0.00	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		400,000.00	0.00	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
									14,043,000.00	
150310	4/1/2020	UBS	MONTGOMERY ALA TAX		613035L69	400,000.00		400,000.00	0.00	400,000
200817	2/16/2021	UBS	BANK OF CHINA COMM PAPER		06119qpg6		10,000,000.00	0.00	10,000,000.00	10,000,000
201007	8/1/2028	UBS	SAN BERNARDINO CALIFORN UNIV TA		796711H44		500,000.00	0.00	500,000.00	500,000
101013	12/1/1930	UBS	HIDALGO COUNTY TEX TAX		429343BT3		1,000,000.00	0.00	1,000,000.00	1,000,000
200113	4/15/2026	UBS	PHILADELPHIA AUTHORITY-ZERO COU		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
200714		UBS	UBS PRIME FUND				531,198.11	0.00	531,198.11	531,198
200717		UBS	UBS PRIME FUND				8,002,863.63	0.00	8,002,863.63	8,002,864
200728		UBS	UBS PRIME FUND				1,405,590.52	0.00	1,405,590.52	1,405,591
200731A		UBS	UBS PRIME FUND				259,035.81	0.00	259,035.81	259,036
200731B		UBS	UBS Select FUND				247,506.71	0.00	247,506.71	247,507
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 BAI	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	245,000.00	0.00	245,000
200131	7/31/2020	UBS	CD-BANK OF BARODA	33681	06063HKR3		245,000.00	245,000.00	0.00	400,000
200229		UBS	PRIME MM				3,000,000.00	3,000,000.00	0.00	3,000,000
200521		UBS	PRIME MM				2,700,000.00	2,700,000.00	0.00	2,700,000
200531		UBS	PRIME MM				1,000,000.00	332,511.72	667,488.28	1,000,000
200204A	2/3/2021	UBS	CD-TRUST BANK CHARLI	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	245,000.00	0.00	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		6498833S2		500,000.00	0.00	500,000.00	500,000
200326B	8/1/2026	UBS	SAN BERNARDINO COMM		79672ONA47		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	503,240.94	1,996,759.06	2,500,000
200921	7/1/2030	UBS	FLORIDA STATE REV BOND		341271AF1		500,000.00	0.00	500,000.00	500,000
200925	4/1/2027	UBS	WESTERN WASHINGTON UNIV		959878RJO		500,000.00	0.00	500,000.00	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		245,000.00	0.00	245,000
180831E	8/28/2020	UBS	CD-FIRST REPUBLIC BAN	59017	33616CBL3	245,000.00		245,000.00	0.00	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-ALLEGIANCE 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		1,000.00	0.00	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

2020 CASH AND INVESTMENT ACTIVITY

CITY INVEST #	STATED MAT DATE	BROKER	SECURITY DESCRIP	FDIC #	CUSIP	PRIN BAL 1/1/2020	PURCH 2020	SOLD/ MATURE 2020	BV PRIN BAL 12/31/2020	PAR
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		341271AB0	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		89214PCA5	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		05580AQA5	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
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		131.40	101.39	75,215
190726D	7/26/2022	UBS	CD-OLD NATIONAL BANI	3832	680061HN1	245,000.00		245,000.00	0.00	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		115.70	198.73	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		98.19	142.74	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		245,000.00	0.00	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		245,000.00	0.00	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 HAPOALIM	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		245,000.00	0.00	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 BAI	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 BA	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	300,000.00
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 BAI	17438	32115AAG7	245,000.00		245,000.00	0.00	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		245,000.00	0.00	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

2020 CASH AND INVESTMENT ACTIVITY

CITY INVEST #	STATED MAT DATE	BROKER	SECURITY DESCRIP	FDIC #	CUSIP	PRIN BAL 1/1/2020	PURCH 2020	SOLD/ MATURE 2020	BV PRIN BAL 12/31/2020	PAR
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		745401EGO3	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		3,000,000.00	0.00	3,000,000
191231B		UBS	PRIME MM		01748DBM7	6,383.46		6,383.46	0.00	6,383
191031		UBS	PRIME MM			1,500,000.00		1,500,000.00	0.00	1,500,000
									51,666,223.69	
	TOTAL INVESTMENTS					73,537,171.61	46,224,533.49	46,592,481.41	73,169,223.69	
			Unamortized Premiums			1,492,823.94	78,831.60		1,571,655.54	
			Unamortized Discounts			(3,461,129.52)	(201,303.68)		(3,662,433.20)	
			BOW			6,069,365.65	63,747,197.98	66,167,853.08	3,648,710.55	
			Money Market Accounts			6,505,807.31	6,881,794.77	3,000,000.00	10,387,602.08	
			Net Cash and Investments			84,144,038.99	116,731,054.16	115,760,334.49	85,114,758.66	

CC Regular Session **5. 3.**

Meeting Date: 12/08/2020

By: Katie Schmidt, Administrative Services

Information

Title

Approve the Following Meeting Minutes:

1. City Council Work Session dated 11/10/2020
2. City Council Regular Session dated 11/10/2020
3. City Council Canvassing Board dated 11/12/2020
4. City Council Special Work Session dated 11/17/2020
5. City Council Work Session dated 11/24/2020
6. City Council Regular Session dated 11/24/2020

Purpose/Background:

Purpose: The purpose of this case is for Council review and approval of meeting minutes.

Background: Attached are the meeting minutes referenced above.

Recommendation:

Approve the meeting minutes.

Action:

Motion to approve the following Council meeting minutes:

1. City Council Work Session dated 11/10/2020
2. City Council Regular Session dated 11/10/2020
3. City Council Canvassing Board dated 11/12/2020
4. City Council Special Work Session dated 11/17/2020
5. City Council Work Session dated 11/24/2020
6. City Council Regular Session dated 11/24/2020

Attachments

11-10-2020 CCWS

11-10-2020 CC

11-12-2020 Canvassing Board

11-24-2020 CCWS

11-17-2020 Special WS

11-24-2020 CC

Form Review

Inbox	Reviewed By	Date
Colleen Lasher	Colleen Lasher	12/02/2020 04:20 PM
Kurt Ulrich	Kurt Ulrich	12/03/2020 12:20 PM
Colleen Lasher	Colleen Lasher	12/03/2020 12:54 PM
Kurt Ulrich	Kurt Ulrich	12/03/2020 04:01 PM
Form Started By: Katie Schmidt		Started On: 12/02/2020 11:28 AM
Final Approval Date: 12/03/2020		

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

The Ramsey City Council conducted a City Council Work Session on Tuesday, November 10, 2020, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

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

Also Present: City Administrator Kurtis Ulrich
Finance Director Diana Lund
Fire Chief Matt Kohner
Police Chief Jeff Katers
Public Works Superintendent Grant Riemer
Parks and Assistant Public Works Superintendent Riverblood
Deputy City Administrator Timothy Gladhill
City Engineer Bruce Westby

1. CALL TO ORDER

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

2. TOPICS FOR DISCUSSION

2.01: Discuss Resolution #20-225 for New Curbside Recycling Contract with ACE Solid Waste, Inc.

Deputy City Administrator Gladhill reviewed the staff report.

Councilmember Kuzma stated that he thinks the flat fee over the five years would be the best option.

Councilmember Musgrove appreciated the new information in the case including the comparison information and the new proposal from ACE with a flat rate. She stated that she would not want to see the industry standard changes be a detriment to ACE. She asked if the flat rate could be done for three years with a potential increase in the last two years if there are changes in the recycling market.

Randy Triplett, ACE Solid Waste, stated that many of the cities have a processing fee clause that can trigger the rate to increase to cover any changes in processing rates for the year. He stated that ACE has processing contracts and are comfortable with the flat rate fee proposal they submitted.

Councilmember Riley stated that he also likes the fixed rate fee structure for five years.

Councilmember Specht asked for input on a three-year contract versus a five-year contract.

Mr. Triplett replied that historically they have held five-year contracts with the City which assists their business in planning for capital needs during that period.

Councilmember Menth stated that he also supports the five-year flat rate proposal.

The consensus of the Council was to support the five-year contract at a fixed rate with ACE Solid Waste. It was noted that the contract will come forward to the City Council at its next regular meeting for formal approval.

2.02: Review 2021-2030 Capital Improvement Plan (CIP)

Finance Director Lund reviewed the staff report.

Councilmember Riley agreed that with the savings available, the public works facility should be bonded for. He asked and received confirmation that staff would recommend not bonding for the water treatment center as there are internal funds available. He asked if this also includes the five percent increase suggested.

Finance Director Lund replied that the increase would be 2.5 percent.

Councilmember Musgrove asked if the City would bond at the lower rate for the public works facility project because the bonding interest rate is lower than the internal loan interest rate.

Finance Director Lund provided additional explanation on the bonding which resulted in the internal loan not being necessary.

Councilmember Musgrove asked if the increase in rates for the water treatment center would be based on projected rates that have not yet been approved.

Finance Director Lund provided background information on the water study completed in the past which estimated that an increase of 2.5 percent each year would allow the City to fund a water treatment center in the future. She stated that the sewer fund would also contribute funds for the project.

Councilmember Musgrove asked if the final number would be impacted if the 2.5 percent increase is not approved for the next year.

Finance Director Lund confirmed that would have an impact. She stated that has been the increase each year in order to fund the future improvements that would be necessary to continue to support the City projects. She stated that at the regular meeting there is a zero percent increase proposed for the sewer fund. She noted that the proposed fee schedule will include the 2.5 percent increase for the water fund along with the recycling charge negotiated during the last case.

Councilmember Specht asked if staff could provide him with a calendar of when these annual reviews and discussions take place, as that could help him better prepare in the future.

City Administrator Ulrich stated that a budget calendar is adopted in January of each year and includes those dates.

Finance Director Lund highlighted the upcoming dates related to the budget.

Councilmember Specht referenced the inclusion of the community center and asked if that is a project supported by the Council or whether it should be removed from the CIP.

City Administrator Ulrich commented that there is a question on the citizen survey related to that item and perhaps that feedback should be gained, along with the input of the Councilmembers that will join the Council in January prior to that discussion.

Mayor LeTourneau commented that the item has remained on the list as it is a desired amenity of some of the residents and therefore has been left on as a placeholder.

Councilmember Musgrove asked for input from public safety and public works related to vehicle replacement and how that timing is determined.

Public Works Superintendent Riemer commented that vehicle replacement is slotted for certain years but that does not mean the replacement will occur in that year. He explained that he ranks the vehicles based on a point system and therefore just because a vehicle is slated for replacement in a year, does not mean it would need to be replaced in that year.

Mayor LeTourneau explained that this is a planning document, but it is very fluid, and things can be moved around based on needs.

Police Chief Katers commented that public safety has an ideal and optimal schedule for vehicle replacement but reality comes into that as well, noting that some vehicles are in accidents and need replacement and the life of others can sometimes be extended. He stated that they work with their mechanic to get the most life out of the vehicles without increased maintenance costs.

Councilmember Kuzma referenced the fire truck purchase which was originally slated for purchase in one year but was then split between two years. He noted that police vehicles are constantly on the road and therefore wear out much sooner than typical vehicles.

Councilmember Riley referenced some of the park improvements slated for the next year which seem to be additions of maintenance heavy items. He asked if those funds would be better spent

maintaining existing park features rather than adding items that will require additional maintenance.

Parks and Assistant Public Works Superintendent Riverblood replied that staff reviews maintenance obligations when projects are approved. He noted that many of these projects have been planned for years and have been pushed back. He explained how park dedications are planned to be used in connection with developments from which they were generated along with providing a diversity in projects. He stated that the capital maintenance fund is used for maintenance of existing park items while park dedication is used for the addition of new parks and/or park features.

Councilmember Riley asked if the additional land for Central Park would be for field or parking use.

Parks and Assistant Public Works Superintendent Riverblood stated that he would like to add discussion of that in an upcoming Council worksession if time allows.

Councilmember Riley stated that he would be less inclined to support the items that seem labor and maintenance intensive.

Councilmember Musgrove referenced the replacement of a UTV shown for public works to be used by parks for maintenance and asked for additional explanation.

Public Works Superintendent noted that each department has separate equipment, but the funding comes from the equipment fund. He stated that the same fund is used for the purchase of equipment, but the ongoing costs and maintenance are delegated to the appropriate department.

Parks and Assistant Public Works Superintendent Riverblood stated that there is some equipment sharing that occurs for the UTV's even though the primary use would be athletic field maintenance.

Councilmember Musgrove identified some of the park projects planned for 2022 which make that a budget heavy year. She suggested that those projects be better balanced.

Parks and Assistant Public Works Superintendent Riverblood stated that the larger projects require a lot of project development. He noted that the Park and Recreation Commission will make a recommendation later this week on its 10-year capital improvement plan. He explained that the larger projects are often phased or begin with project design and specifications that help to guide the process. He stated that even though the project is shown in a certain year, the expenditures do not often fall in that year and those projects are funded through the parks trust fund, which is mostly funded through development. He stated that it may not be appropriate to carry a large park trust fund balance because there needs to be a balance of the payment of those fees and when they are invested into the community to provide those park elements to the residents.

Councilmember Specht asked if there is an expectation that park trust funds be used for new parks rather than improvement of existing infrastructure.

Finance Director Lund explained that the park trust can only be used for capital improvements and cannot be used for general fund obligations.

Parks and Assistant Public Works Superintendent Riverblood explained that the intent of those funds is that they be used for new capital improvements. He noted that the capital maintenance fund is used for maintenance of existing park elements.

Councilmember Specht stated that if additional parks and/or features can be maintained.

Parks and Assistant Public Works Superintendent Riverblood confirmed that staff plans to ensure that the pace does not exceed the ability to maintain. He noted that the increased tax base should generate the funds needed to maintain and provide services to the increasing number of residents.

Councilmember Riley referenced well construction and pumphouse five and asked if that still fits within the scope of the City.

Finance Director Lund replied that $50,000 was shown in 2021 and the remainder in 2025. She stated that the funds allocated in 2021 were designated for a study to determine if that is an appropriate site.

City Engineer Westby confirmed that planning aligns with the study.

Councilmember Musgrove asked for details on the Riversbend shelter replacement.

Parks and Assistant Public Works Superintendent Riverblood confirmed that the roof was replaced on the north shelter along with refurbishing the remainder of the shelter. He stated that the south shelter was donated around 1989 or 1990 and looks similar to a hay shelter. He commented that there is not a way to improve that shelter and therefore it has been recommended to replace that shelter.

Councilmember Musgrove stated that she would like additional time to review and discuss this topic.

Finance Director Lund reviewed the available time at which this could come back as a worksession prior to the required public hearing.

Councilmember Kuzma commented that the items included in the CIP are shown for planning purposes and this is a fluid document. He noted that each individual project would need to come before the Council for consideration.

It was the consensus of the Council that this topic will come back to the Council worksession on November 24th and will appear on the consent agenda at that regular meeting to call for a public hearing on December 8th.

3. TOPICS FOR FUTURE DISCUSSION

3.01: Review Future Topics/ Calendar

City Administrator Ulrich reviewed the future topics calendar and topics for upcoming worksessions. He also provided an update on the fire services agreement with Nowthen, noting that Nowthen appears to be moving at a quicker pace than estimated and therefore there is a possibility that the agreement could be dissolved sooner than anticipated.

Fire Chief Kohner noted that within the next month additional details should be known on when the contract could be terminated but agreed that it is anticipated to occur sooner than originally believed.

City Administrator Ulrich stated that staff will provide a survey to the Councilmembers and Council-elect related to communication.

4. MAYOR / COUNCIL / STAFF INPUT

None.

5. ADJOURNMENT

The Work Session of the City Council was adjourned at 6:45 p.m.

Respectfully submitted,

_____
Kurtis G. Ulrich
City Administrator

ATTEST:

_____
Katie M. Schmidt
Administrative Assistant

Drafted by Amanda Staple
TimeSaver Off Site Secretarial, Inc.

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CITY COUNCIL
CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA

The Ramsey City Council conducted a regular meeting on Tuesday, November 10, 2020, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

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

Members Absent: None

Also Present: City Administrator Kurtis Ulrich
Finance Director Diana Lund
Police Chief Jeff Katers
Public Works Superintendent Grant Riemer
Deputy City Administrator Timothy Gladhill
City Engineer Bruce Westby

1. CALL TO ORDER

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

2. PRESENTATION

2.01: Oath of Office – Patrol Officer

Police Chief Katers presented the newest Patrol Officer hired in December of 2019. He introduced Derek Anderson and provided background information on Officer Anderson.

Mayor LeTourneau administered the Oath of Office to Patrol Officer Derek Anderson.

3. CITIZEN INPUT

None.

4. APPROVE AGENDA

Mayor LeTourneau stated that it has been asked to remove Case 5.03, which will come forward at a later date.

Motion by Councilmember Riley, seconded by Councilmember Musgrove, to approve the agenda as amended.

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

5. CONSENT AGENDA

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

5.01: Approve Business Licenses
5.02: Approve Rental Licenses
~~5.03: Award Contract for Review and Monitoring of Wetland Mitigation Areas in the COR~~
5.04: Amend Policy: Post-Issuance Compliance Policies and Procedures
5.05: Adopt Resolution #20-255 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of October 22, 2020 through November 4, 2020
5.06: Adopt Resolution #20-243 Approving Conditional Use Permit for Additional Outside Storage at 6820 143rd Avenue NW (Project No. 20-133); Case of Molin Concrete Products Company
5.07: Adopt Resolution #20-258 Approving Cooperative Construction Agreement #1044547 for Bunker Lake Boulevard/CSAH 116 and Saint Francis Boulevard/TH 47 Intersection
5.08: Adopt Resolution #20-259 Accepting Geotechnical and Survey Proposals for 2021 Pavement Management Program Projects
5.09: Adopt Resolution #20-260 Approving Abatement and Code Enforcement Process for 15740 Ramsey Boulevard NW
5.10: Adopt Resolution #20-261 Approving Final Plat for Riverstone 5th Addition; Case of Capstone Homes
5.11: Adopt Resolution #20-262 Authorizing Emergency Purchase of a Self-Contained Breathing Apparatus (SCBA) Compressor

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

6. PUBLIC HEARING

None.

7. COUNCIL BUSINESS

7.01: Introduce Ordinance #20-20: 2021 Schedule of Rates, Fees and Charges

Finance Director Lund reviewed the staff report and recommendation to introduce Ordinance #20-20:2021 Schedule of Rates, Fees and Charges.

Councilmember Menth referenced the code enforcement offenses and penalties listed and asked for details on what would occur on fourth and fifth offenses.

Deputy City Administrator Gladhill replied that the ceiling currently is the third violation and provided details on that code enforcement process. He stated that the if the violation continues to be repeated, it would be at the $500 level. He stated that if that becomes ineffective the City can abate the situation and assess the clean-up costs to the property or proceed with criminal citation.

Councilmember Musgrove referenced facility use and asked if those are available without a charge or whether a reservation is required.

Public Works Superintendent Riemer replied that most of those fees are associated with things such as tournaments where a reservation would be desired. He stated that if residents just want to play and it is open, they can do so.

Councilmember Musgrove referenced the dangerous dog licensing and asked if the City would get more people to license the dog if the fee were less.

Deputy City Administrator Gladhill noted that tonight's action is an introduction, and the Council can receive clarification on that prior to final adoption.

Councilmember Specht asked if the fees for things such as Sunday Sales for liquor compare to neighboring communities. He asked how often the comparison is completed.

Deputy City Administrator Gladhill stated that generally the City is very competitive, if not lower, for many of these fees. He confirmed that a comparison is completed, although not on a regular schedule.

Motion by Councilmember Riley, seconded by Councilmember Kuzma, to introduce Ordinance #20-20: 2021 Schedule of Rates, Fees and Charges.

Further discussion: Councilmember Specht asked for clarification on the motion. Mayor LeTourneau noted that this action introduces the ordinance, and a public hearing will be held at the next meeting.

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

7.02: Adopt Resolution #20-265 Approving Sanitary Sewer Maintenance and Rain Garden Agreement for River Walk Village; Case of D & N Management, LLC

Deputy City Administrator Gladhill reviewed the staff report and recommendation to approve the final version of the Maintenance Agreement and deny the request for the City to agree to regular maintenance. This is consistent with the original direction of making homeowners responsible for maintenance of this line. Documentation clearly listed out this requirement. That being said, staff will support either policy direction of the City Council.

Councilmember Kuzma asked if there are ten or 14 homes in this area.

Deputy City Administrator Gladhill replied that there are 14 lots and ten of those connect to the force main, the others go into the gravity system.

Councilmember Kuzma stated that there are then ten separate lines that go in there and asked if it would make sense to put those lines in the responsibility of the HOA. He stated that if the pipe needed replacement perhaps the City could work with them on that portion.

Councilmember Menth stated that it sounds like there is a two-inch pipe with ten houses that force sewage down the pipe into the eight-inch PVC sanitary sewer.

Deputy City Administrator Gladhill stated that the idea of a force main is not unique but in this case the size of the pipe is unique. He stated that this does meet minimum design standards to serve those ten homes.

Councilmember Riley stated that the proposal suggests that the HOA would be involved and stated that concerns him, as HOA's often do not maintain landscaping. He asked how this agreement would be made enforceable and how this would be communicated.

Deputy City Administrator replied that many of the issues with landscaping have resulted from a lack of an HOA. He stated that this maintenance agreement would be recorded against the properties and the homeowners would be responsible and could choose to have the HOA responsible.

Mayor LeTourneau stated that it seems that the two-inch section is the section that goes from the edge of the homeowner's property and runs under the street to the eight-inch pipe. He stated that the homeowner would be responsible for the section of pipe running from their home to the edge of their property line and it appears the question would be who would be responsible for the section of pipe running from the property line to the eight inch pipe.

Deputy City Administrator Gladhill stated that based off the City policy, there is no question from the home to the two-inch main as that is always the resident's obligation. He stated that the question would be the line that collects the individual lines and runs to the manhole. He identified that section in red. He stated that normally that would be a City obligation but because the developer proposed something other than the minimum design standards, the City stated that would be the obligation of the developer.

Councilmember Musgrove stated that there was an agreement with the develop and now it appears that the developer is asking the City to reconsider. She asked if the developer could put language into the HOA contract to include maintenance of the line.

Deputy City Administrator Gladhill stated that the developer has stated that they were not aware of the responsibility. He stated that the City is concerned with the recording of the document and would not be involved in the HOA documents.

Councilmember Musgrove commented that she would support the original agreement with the developer. She stated that she also believes that the maintenance of the raingarden should be included in the HOA.

Don Kveton, applicant, stated that he is not sure how this was all put together and accepts the blame for that. He stated that he is concerned that if the sewer line is clogged under the street and someone digs it up, it will cause a mess. He stated that however it was done, he accepts that responsibility, but believed that it was misled. He asked the City to reconsider the portion under the street.

Mayor LeTourneau stated that the applicant expressed concern with something happening to the pipe that would cause the street to be dug up and asked the standard approach to a clog in the pipe.

Public Works Superintendent Riemer stated that a drain cleaning company would come out and run a rod through to clean out an obstruction. He could not imagine that the street would need to be dug up to clear an obstruction.

Mayor LeTourneau asked the lifespan of that type of pipe.

Public Works Superintendent Riemer replied that he is unsure of the material used but would estimate about 20 years.

Adam Price stated that asking the homeowners to take care of a lift station would be above and beyond the responsibility of a homeowner or association. He stated that the grinder pump is essentially a lift station that is inside those ten homes and would be maintained by those homeowners. He believed that asking the homeowners to maintain the pipe in the road would be excessive.

Deputy City Administrator Gladhill stated that there are individual mini lift stations within the homes that put pressure into the two-inch line. He stated that facilities within homes are the responsibility of the homeowners. He stated that an agreement was made with the developer prior to the builder coming into the project.

Councilmember Kuzma commented that if the line from the homeowner's property running under the street would plug, a plumber would be called to clear that line, which does not sound excessive. He stated that if the pipe were to fail, that could be something he would consider the City assisting

with. He suggested that the homeowners or HOA handle regular maintenance and pipe failure would be handled by the City.

Councilmember Menth stated that he understands that there are lift stations throughout the City and asked the typical size.

Public Works Superintendent Riemer estimated that typically those pipes are eight inches.

Councilmember Menth commented that this system was built differently, with the homes having pressure out to the street.

Deputy City Administrator Gladhill stated that the City did not want another lift station, and this was the alternative proposed by the developer. He explained that the City did not want to own and maintain another lift station. He stated that the City Engineer noted that the life expectancy of the two-inch pipe should be at least 50 years, if properly maintained, similar to the roadway.

Councilmember Menth asked if the City asked for this rather than a lift station.

Deputy City Administrator Gladhill stated that the City stated that it did not want a lift station, especially to serve this small number of homes, and it was up to the developer as to how to solve for that. He reviewed some of the other options the developer could have utilized including bringing additional fill into the site to use the gravity flow. He stated that staff accepted this solution with the caveat for maintenance.

Councilmember Specht asked if there are other developments in the City in which developments would be responsible for pipe maintenance in this manner.

Public Works Superintendent Riemer replied that he is not aware of such situation. He stated that there are a few companies that have systems of this nature, but not to this degree.

Deputy City Administrator Gladhill stated that there is one occasion where this is seen, but that is more about clustered septic systems. He noted that this is a private system connecting to the public system.

Councilmember Riley asked if these details are within the development agreement.

Deputy City Administrator Gladhill stated that the review comments were recorded in the Resolution approving the Final Plat and the details were reviewed again in the preconstruction meeting. He stated that staff feels the direction was clear. He stated that there are records of the notations that appear to have been lost in translation.

Motion by Councilmember Musgrove, seconded by Councilmember Riley, to Adopt Resolution #20-265 Approving Sanitary Sewer and Rain Garden Maintenance Agreement for River Walk Village and denying request for the City to agree to regular maintenance of the force main.

Further discussion: Deputy City Administrator Gladhill stated that as motioned the property owners would be responsible for regular maintenance and replacement of the pipe. Councilmember Kuzma asked if the motion could be amended to have the City responsible for pipe failure. Councilmember Musgrove asked if it would be possible to replace the pipe with a larger size if the pipe fails in the future. She stated that she would tend to support the motion as she stated it. Deputy City Administrator Gladhill stated that it was his understanding that the desire was not to have a lift station that the City would have to maintain. He stated that something could be redesigned in the future when the road is reconstructed, if so desired. City Engineer Westby stated that a gravity pipe would not work in that location and therefore the system will have to continue to be a pressurized system and a larger pipe will not make it function any better. He stated that with the grinder pumps the two-inch pipe will function just fine. Councilmember Musgrove stated that she does not accept the proposed amendment and would like to leave the motion as stated. Councilmember Specht commented that he will vote against this as the City should own the pipe under the street as that is a core function of the City.

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

Councilmember Menth commented that everywhere else in the City, the City owns the pipe in the street and believes that should be discussed.

Motion by Councilmember Kuzma, seconded by Councilmember Menth, to Adopt Resolution #20-265 Approving Sanitary Sewer and Rain Garden Maintenance Agreement for River Walk Village and identifying that residents/HOA will be responsible for regular maintenance of the force main while the City would be responsible for pipe failure.

Further discussion: Councilmember Musgrove asked why the original maintenance agreement identified that the developer and/or homeowners would be responsible for this portion of pipe in the street rather than using sewer fees for that activity. Deputy City Administrator Gladhill stated that the City desired an alternate solution for wastewater and the developer proposed this solution. The City accepted that proposal with the caveat for maintenance. He stated that staff would agree to the motion as proposed, as it would provide a compromise and alleviate the concern for maintenance of blockages. Councilmember Musgrove commented that she is concerned with the level of assistance that this developer has received for the project and with the information that the developer agreed to maintenance. She stated that she would be concerned that the homeowners would be less active with maintenance as pipe failure would be the responsibility of the City. She stated that she will not support this motion and would prefer to follow the original agreement. Deputy City Administrator Gladhill believed that clear direction could spell out the responsibilities of the homeowners including a normal maintenance cycle. Councilmember Riley commented that he would support this as it provides a method to move forward but stated that he would not like to see private sewers approved in a development in the future as that is something residents expect the City to be responsible for.

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

7.03: Adopt Resolution 20-254 Accepting Bids and Awarding Contracts for Bid Package #2 for the New Public Works Facility

Public Works Superintendent Riemer reviewed the staff report and recommendation to adopt resolution #20-254 accepting bids and awarding contracts for Bid Package #2 with a base bid amount of $6,407,901 and including the Alternate Bid #1 in the amount of $532,974 for a total of $6,940,875.

Councilmember Kuzma commented that the bid prices are a good thing for the City and the new space will allow much more efficiency for public works.

Motion by Councilmember Kuzma, seconded by Councilmember Riley, to Adopt Resolution #20-254 Accepting Bids and Awarding Contract for Bid Package #2 for the New Ramsey Public Works Facility, Improvement Project #20-07.

Further discussion: Councilmember Riley commented that when bids come in this favorable it saves the City money, and the City continues to save money because of the financing structure.

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

7.04: Adopt Resolution #20-246 Directing Staff to Prepare a Request for Interest/Qualifications for a Dynamic Billboard for Retail Advertising Along Highway 10 Near The COR

Deputy City Administrator Gladhill reviewed the staff report and stated that the EDA met on September 10, 2020 and the consensus was to solicit a dynamic display billboard proposal from the two parties that had expressed interest as of the meeting date. Since the EDA meeting, the City has been contacted by Clear Channel and I Digital Outdoor (Fargo) and they have expressed interest in the Ramsey market. Based on this level of interest, staff believes that if staff is directed to create an RFP, RFQ or other solicitation proposal, it should be open to all interested parties. The Planning Commission reviewed the concept of a dynamic display billboard at its October 2020 meeting and was supportive of the process moving forward as long as it was consistent with the City sign plan.

Councilmember Kuzma stated that there seems to be a disconnect from Highway 10 to the center of the downtown, if there were a sign that could help those businesses, which would be a good thing and therefore he supports this action.

Councilmember Musgrove commented that signage is an issue and businesses want to see improvement. She believed that this is a bit premature with the construction that will occur on Highway 10 and believed that this should be considered in four or five years. She stated that she does like the idea of placing the sign on City owned land to recoup revenue.

Mayor LeTourneau asked what the landscape of the highway will look like when the bridges and overpasses come through. He asked staff for an update on the planning process which would allow placement of this sign to be determined.

Deputy City Administrator Gladhill stated that this will take time to unfold and this gives the City the opportunity to get ahead of this, noting that it would be one to two years before construction would most likely occur. He stated that the Armstrong interchange is complete and the alignment for that section has been determined. He stated that because most of the retail within the COR is concentrated near Armstrong, that are would be the likely location.

Councilmember Riley commented that the EDA received the presentation and brought forward many of the same comments. He stated that the idea was to get information and determine the type of interest there would be in this concept.

Councilmember Specht stated that he would be interested in discussion on the community sign and whether there would be an opportunity for businesses to advertise on that sign. He stated that the staff report mentions national retailers as the main source of profit and noted that he would prefer to support something that could be utilized by local retailers.

Councilmember Menth commented that this will take time and he sees a benefit in continuing the discussion as this would provide an opportunity for businesses to advertise.

Motion by Councilmember Menth, seconded by Councilmember Kuzma, to Adopt Resolution #20-246 Directing Staff to Prepare a Request for Interest/Qualifications for a Dynamic Display Billboard for Retail Advertising Along Highway 10 Near the COR.

Further discussion: Councilmember Riley stated that this is just a request for interest and provides the City with more information it can consider before determining whether or not this would be desired. Councilmember Musgrove stated that she agrees that signage is an issue along the highway but believes that this idea is premature.

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

7.05: Adopt Resolution #20-263 Renewing Enrollment in the Livable Communities Program

Deputy City Administrator Gladhill reviewed the staff report and recommendation to renew enrollment in the program.

Councilmember Riley stated that the staff report states that Riverstone South may be eligible for multiple grants and asked for details.

Deputy City Administrator Gladhill replied that some of the smaller lots abutting the solar garden may qualify for infrastructure or innovative approaches. He highlighted some of the other

elements that may qualify, such as the recreational activity and preserved woods. He stated that staff will continue to look at other projects that could be eligible as well near the rail station.

Councilmember Riley asked and received confirmation that if the City were not a member of this group, the Riverwalk project would not have been eligible for the funds it received. He stated that the comment was made that if the City does not continue membership it could rejoin in the future. He asked if that is looked upon poorly or whether there is a process that would slow down projects because of that.

Deputy City Administrator Gladhill stated that he was unsure if it would be more difficult to apply in a year compared to this year but noted that would cause the City to miss a grant cycle. He noted that the City can choose to opt out at any point if the City feels its needs are not being met.

Councilmember Specht stated that the comment was made that the benefits appear to outweigh the downsides and asked staff for input on the downsides.

Deputy City Administrator Gladhill replied that from the perspective of the Council, staff would look as to whether the goals/vision align with the goals and vision of the City. He commented that staff did not see any conflicts. He stated that from a staff perspective, the only additional work that is necessary is the grant writing and accounting/reimbursement for the grant should it be awarded, along with reporting.

Councilmember Musgrove asked for details on the funding received from this program for the first three items listed in the case, with regard to the TIF districts in the COR.

Deputy City Administrator Gladhill stated that those projects are Sunwood Drive, Center Street, and the Draw Park and Amphitheater all within the COR. He stated that Sunwood Drive has a higher level of street treatment compared to other streets in the community, noting that the upgrades were funded through this program. He stated that for Center Street the sidewalks and angled parking were fully funded through the grant opportunity; and for the Draw Park and Amphitheater, the overlooks and a portion of the amphitheater were funded through the grant program. He explained that the Draw Park and Amphitheater would not be TIF eligible and both that project and Sunwood Drive were completed prior to the creation of the TIF district. He noted that when Center Street was completed, the TIF district had been created but had not generated enough increment to be used. He noted that the use of these grant programs allowed the TIF district funds to be used for other immediate needs and/or future projects.

Councilmember Musgrove referenced the comment that the City can opt in or out of the program at any time and asked if that concept would be brought forward by staff or whether that is something the Council would need to track.

Deputy City Administrator Gladhill commented that the renewal period is once every 10 years and the City was one of the early joiners with its original enrollment and one prior renewal. He stated that if approved this membership would be valid for the next ten years. He stated that Council would need to bring the issue forward if it decided to opt out of the program, noting that staff would not bring it forward unless directed to do so.

Councilmember Musgrove asked if it would be possible to receive notifications if there are changes in the program that occur due to budget funding in the next two to four years.

Deputy City Administrator Gladhill stated that if there is a change in the qualifications of the program, staff would bring that forward.

Motion by Councilmember Menth, seconded by Councilmember Kuzma, to Adopt Resolution #20-263 Electing to Participate in the Local Housing Incentives Account Program Under the Metropolitan Livable Communities Act.

Further discussion: Councilmember Musgrove asked if an amendment could be made to the motion to direct staff to provide an annual or biannual review of the program, highlighting the benefits of the program during that time period. Councilmember Menth stated that as he understands it this program does not have a cost to the City. Deputy City Administrator Gladhill confirmed that there is not a cost outside of the staff time to complete grant applications and manage the grants. Councilmember Menth commented that the membership is free and has provided the City with funds for project upgrades in the community and therefore would like his motion to stand as stated. Councilmember Specht referenced the goals related to affordable and lifecycle housing and asked how that would apply to the City and its definitions. Deputy City Administrator Gladhill reviewed the definition of affordable housing, noting that a far majority of homes in Ramsey are within that category. He noted that within that stock there are different bands of affordability and provided some examples. Mayor LeTourneau stated that the City does not have to accept a grant for a project that it does not believe meets its goals and objectives.

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

7.06: Adopt Ordinance #20-18 to Rename 152nd Circle as Junkite Circle in Harvest Estates 2nd Addition

Deputy City Administrator Gladhill reviewed the staff report and recommendation to adopt the ordinance amending the street name on the Plat of Harvest Estates 2nd Addition from 152nd Circle to Junkite Circle in accordance with the street name grid.

Motion by Councilmember Riley, seconded by Councilmember Musgrove, to waive the Charter requirement to read the Ordinance aloud and adopt Ordinance #20-18 Amending a Street Name in the Harvest Estates 2nd Addition Plat.

A roll call vote was performed:

Councilmember Musgrove	aye
Councilmember Riley	aye
Councilmember Kuzma	aye
Councilmember Specht	aye
Councilmember Menth	aye

Mayor LeTourneau aye

Motion carried.

8. MAYOR, COUNCIL AND STAFF INPUT

City Administrator Ulrich announced upcoming meetings and events.

Councilmember Musgrove thanked the veterans in the community for their service.

9. ADJOURNMENT

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

Motion carried.

The regular meeting of the City Council adjourned at 8:39 p.m.

Respectfully submitted,

_____
Kurtis G. Ulrich
City Administrator

ATTEST:

_____
Katie M. Schmidt
Administrative Assistant

Drafted by Amanda Staple
TimeSaver Off Site Secretarial, Inc.

A recording of this meeting is available for viewing online at www.qctv.org <http://www.qctv.org>. Recordings are available for 36 months after the date of the meeting.

CANVASSING BOARD
CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA

The Ramsey City Council conducted a Canvassing Board on Thursday, November 12, 2020, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present:	Acting Mayor Chris Riley Councilmember Mark Kuzma Councilmember Debra Musgrove Councilmember Dan Specht
Members Absent:	Mayor John LeTourneau Councilmember Jeff Menth
Also Present:	City Administrator Kurtis Ulrich Administrative Services Director Colleen Lasher Deputy City Administrator Timothy Gladhill

1. CALL TO ORDER

Acting Mayor Riley called the City Council Canvassing Board to order at 5:30 p.m.

2. CITIZEN INPUT

None.

3. APPROVE AGENDA

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

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

4. COMMISSIONER BUSINESS

4.01: Declare the Results of the November 3, 2020 General Election

Administrative Services Director Lasher reviewed the staff report and provided a summary of the General Election and its results.

Councilmember Musgrove asked the name of the software system used by the State.

Administrative Services Director Lasher stated that multiple software systems are used and provided additional explanation.

Councilmember Musgrove asked the rejection rate.

Administrative Services Director Lasher replied that there were 87 rejected ballots. She explained that in most situations a rejected ballot came through the mail and was missing a signature. She stated that Anoka County reached out to those individuals and provided them the opportunity to correct their ballot or come in on election day to cast their vote.

Councilmember Musgrove asked what would happen if the rejected ballot was received on election day and asked if those rejected ballots were corrected and counted.

Administrative Services Director Lasher was unsure if all voters chose to correct their ballots but noted that Anoka County reached out to each rejected ballot caster and those voters would have still had the opportunity to vote.

Councilmember Musgrove commented that the results from one precinct came in later than the others and asked for an update.

Administrative Services Director Lasher reported that precinct was at City Hall and noted that site was very busy and the modem was connected later for that site. She stated that the results may have been late for Ramsey standards but were still provided before others in the County. She explained how the results are uploaded to Anoka County.

Councilmember Musgrove asked if the process tonight simply acknowledges the results accepted by Anoka County and asked for details on the process.

Administrative Services Director Lasher read a section from the City Clerk manual related to canvassing of results and explained the purpose of the Canvassing Board.

Councilmember Musgrove stated that she is not disagreeing with the results but commented that they are being asked to sign something that they have not been able to review in detail. She asked if there would be a way for the Council to review the numbers as they come into Ramsey.

Administrative Services Director Lasher commented that would not be possible unless Councilmembers sit behind her desk with her.

City Administrator Ulrich stated that the City Clerk is presenting the results as a true total of the votes for each candidate and does not preclude any court actions.

Acting Mayor Riley commented that they are acknowledging the results.

Motion by Councilmember Kuzma, seconded by Councilmember Specht, to accept and declare the results of the 2020 General Election.

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

5. MAYOR / COUNCIL / STAFF INPUT

City Administrator Ulrich commended Administrative Services Director Lasher along with the election judges that did an excellent job in the challenging election season.

6. ADJOURNMENT

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

Motion carried.

The regular meeting of the Canvassing Board adjourned at 5:50 p.m.

Respectfully submitted,

_____
Kurtis G. Ulrich
City Administrator

ATTEST:

_____
Katie M. Schmidt
Administrative Assistant

Drafted by Amanda Staple
TimeSaver Off Site Secretarial, Inc.

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

The Ramsey City Council conducted a City Council Work Session on Tuesday, November 24, 2020, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present: Mayor John LeTourneau
Councilmember Mark Kuzma
Councilmember Jeff Menth
Councilmember Chris Riley
Councilmember Dan Specht

Members Absent: Councilmember Debra Musgrove

Also Present: City Administrator Kurtis Ulrich
Finance Director Diana Lund
Parks and Assistant Public Works Superintendent Mark Riverblood
Administrative Services Director Colleen Lasher
Deputy City Administrator Timothy Gladhill
City Engineer Bruce Westby
IT Manager Jason Fredrickson
Communications and Events Coordinator Megan Thorstad
Councilmember Elect Matt Woestehoff
Councilmember Elect Chelsea Howell

1. CALL TO ORDER

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

2. TOPICS FOR DISCUSSION

2.01: Review of 2021-2030 Capital Improvement Plan

Finance Director Lund reviewed the staff report.

City Administrator Ulrich commented that Councilmember Musgrove was not able to attend tonight but reviewed the comments she provided which included her opinion that Highway 10 should have a higher priority.

Councilmember Riley commented that there is momentum for the Highway 10 project and asked if it would make sense to slot that project in a more appropriate timeframe.

City Administrator Ulrich agreed that could be a good idea as they are nearing 50 percent funding for the project.

Finance Director Lund provided additional explanation on the priority designation that was given to the project. She stated that it could be moved to priority two, which would identify it as a new project.

Mayor LeTourneau stated that typically a project moves up in the priority standing when additional funding is identified. He was unsure that changing the priority from five to two would change the importance of the project.

City Administrator Ulrich stated that the project shows as a priority within the Strategic Plan.

Finance Director Lund provided additional clarification on the different priority categories.

Councilmember Menth asked the City portion for that project cost. He asked where the additional money is anticipated to come from.

Finance Director Lund replied that $2,000,000 is designated for Ramsey Boulevard and $2,000,000 is designated for Sunfish Lake Boulevard from the City of Ramsey and reviewed the different funds that will be used. She confirmed that the City does have those funds available.

Councilmember Kuzma asked the balance of the PIR Fund.

Finance Director Lund replied that after the Highway 10 funds are used there will be a balance of slightly over $1,100,000 in the PIR Fund.

It was the consensus of the Council to change the priority rating of the Highway 10 project to priority two.

Councilmember Riley referenced the observation boardwalk and observation deck, as he believes adding items that will be a maintenance burden would not make sense when staff is currently having a hard time maintaining parks infrastructure.

Parks and Assistant Public Works Superintendent Riverblood replied that there are funds included in the proposed 2021 budget to provide additional parks maintenance. He categorized the boardwalk and deck as lower maintenance items and would not require regular maintenance. He stated that the observation deck item would be meant to develop feasibility and plans so that it could be a possibility when development comes forward in that area. He asked that the items be left in for planning purposes to continue towards project development.

Councilmember Specht asked the purpose of the dates in the document as they do not always seem to align when the projects could move forward.

Parks and Assistant Public Works Superintendent Riverblood replied that some of those project are projections but are meant to move ahead with some other development projects of which the timing is not always known.

Councilmember Riley acknowledged that the Council asked for a ten-year plan, but then noticed the same police vehicle identified three times within the document as that is the replacement schedule. He commented that it seems that the City is buying a lot of vehicles but is essentially only replacing the same vehicle. He asked if there is a way to remove some of that type of "noise" from the document.

Finance Director Lund replied that would be difficult to do. She noted that the items are included because that is the schedule for replacement. She acknowledged that a ten-year document is difficult because it goes so far into the future.

Councilmember Riley asked if those could be budgeted for as an expense rather than capital.

Finance Director Lund explained the capital expense policy and the reason those purchases must be included in the plan. She noted that those vehicles are identified as replacement.

Finance Director Lund noted that this item will appear in the consent agenda for tonight's regular meeting to call for a public hearing in December.

2.02: Discussion and Update of 2021 Budget/Levy

Finance Director Lund reviewed the staff report.

Councilmember Kuzma asked for details on the pending employee contract negotiations.

City Administrator Ulrich stated that discussion should remain confidential. He stated that there is a base amount included in the budget, but contingency is also included for settlements that may be necessary. He noted that there are things outside of wages that have budget impacts.

Administrative Services Director Lasher replied that they are not as close as they hoped on settling the contract negotiations. She noted that the discussions will continue in a closed session on December 8th with the Council.

Councilmember Riley stated that at the last discussion he brought forward a concern related to this late discussion and he was told that the timing was not late. He asked how the budget could be set when the largest expenditure is not certain.

City Administrator Ulrich replied that there is an estimate within the proposed budget and settlements cannot exceed what the City is able to pay. He stated that if the negotiation went to arbitration, the budget would identify what the City is able to pay. He stated that there is a contingency within that budget, but the City cannot go above what it is able to pay.

Administrative Services Director Lasher stated that it is typical to be in this position at this time but agreed that she would like to be further along at this point. She acknowledged that the election took a lot of staff time. She stated that additional flexibility could be gained by delaying the start date of a new employee.

Councilmember Riley stated that the average increase for municipal increases statewide was 4.5 to five percent, noting that the City will most likely come in under that.

Councilmember Menth stated that the budget timeline is designated by State law and asked for details on the contract negotiations. He stated that perhaps to avoid this situation in the future the contract end dates should be changed to better align the timing.

2.03: Review Communications Survey and Discuss Expectations

City Administrator Ulrich reviewed the staff report.

Councilmember Kuzma commented that he believes that the website should be improved to be less cumbersome for users to find the desired information.

Mayor LeTourneau agreed that he finds it challenging at times as well. He asked if members of the community have provided the same comments.

IT Manager Fredrickson stated that the City is scheduled to have a website upgrade but noted that he would need direction on what would make it easier for users. He stated that from the statistics gathered it would be difficult to determine if users are finding their information right away and leaving the site, or become frustrated because they cannot find their information and leaving the site after that time.

Councilmember Riley provided an example, noting that he goes to the website to find what is playing at The Draw and advised that if it is not posted on the front page, he has difficulty finding it. He stated that perhaps speaking with the front desk would provide input on what people are looking for, as residents may call if they cannot find their information on the website.

Councilmember Specht stated that he is excited about an update to the website as he agrees there are difficulties for users. He used the Elk River website as a good example, noting that perhaps there are ways to highlight the upcoming City Council agendas for those that may be interested.

Councilmember Riley commented that he agrees that it is important to not engage in a back and forth with people on platforms like Facebook but stated that sometimes a reply would be helpful. He used the example of comments related to the poor condition of Variolite and noted that it would have been easy for Ramsey staff to reply that the street is being fixed with the repair timelines and a link to project information.

Councilmember Kuzma stated that he likes that the City sends out a letter to residents and businesses that are impacted by road projects or related to things like the franchise fee. He noted that in those instances, education is important to avoid those situations on social media.

Councilmember Specht stated that he would caution against posting on different Facebook pages as it could give the impression that the City condones or endorses that Facebook page.

Councilmember Elect Woestehoff commented that as an organization the City should stay out of commenting on different Facebook pages. He stated that the members of the Council, however, are often members of those Facebook groups and could comment with the applicable information directing residents to the appropriate information.

Councilmember Riley commented that while he would prefer it was different, many people find out information on Facebook. He stated that his comment was not to engage people but simply provide links to appropriate sources of information rather than letting bad information continue to circulate. He asked the extent of the City email list.

Communications and Events Coordinator Thorstad commented that even though the City has more emails from residents, they have to opt in to receive email updates and estimated about 200 residents have signed up for that.

Councilmember Elect Howell agreed that she would caution against engaging too much on Facebook or having City staff comment on some of the community pages.

Councilmember Specht stated that he received four texts since November 6th from the City about upcoming meetings, which he found helpful.

City Administrator Ulrich stated that he could research whether there are applications which can target a more specific audience.

Councilmember Elect Woestehoff stated that perhaps a subcommittee could be formed with a few Councilmembers, members of staff, and residents to help provide guidance for the website update. He commented that communication is a vital function of government.

Councilmember Specht agreed that would be helpful.

3. TOPICS FOR FUTURE DISCUSSION

3.01: Review Future Topics/ Calendar

City Administrator Ulrich stated that a request was made by Councilmembers Specht and Musgrove to add the topic of targeted protesting in residential areas to a future agenda. He noted that Lino Lakes and Hugo recently adopted ordinances addressing that issue. He commented that a request was made by the Planning Commission Chair and Vice Chair to consider having Commissions meet remotely. He noted that staff replied with the direction the Council had previously provided on that topic and a revised statement was provided by the Chair and Vice Chair to have their members attend remotely. He stated that anyone can attend remotely but the position has been that meetings can take place in person, remotely or through a hybrid mix.

Deputy City Administrator Gladhill stated that staff provided the response to the Chair and Vice Chair with the previous direction of the Council but wanted to bring the comments forward to the Council.

Councilmember Specht agreed with the approach that it is good to have both options, those comfortable can attend and those that would prefer can attend remotely.

Councilmember Riley supported the previous direction.

It was the consensus of the Council to continue with the allowance for a hybrid environment for meetings.

Mayor LeTourneau encouraged staff to continue to monitor how things are changing in that regard.

4. MAYOR / COUNCIL / STAFF INPUT

None.

5. ADJOURNMENT

The Work Session of the City Council was adjourned at 6:47 p.m.

Respectfully submitted,

_____
Kurtis G. Ulrich
City Administrator

ATTEST:

_____
Katie M. Schmidt
Administrative Assistant

Drafted by Amanda Staple
TimeSaver Off Site Secretarial, Inc.

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

The Ramsey City Council conducted a City Council Work Session on Tuesday, November 17, 2020, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

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

Also Present: City Administrator Kurtis Ulrich
Administrative Services Director Colleen Lasher
Deputy City Administrator Timothy Gladhill
Councilmember Elect Chelsea Howell

1. CALL TO ORDER

Mayor LeTourneau called the City Council Work Session to order at 6:30 p.m.

2. TOPICS FOR DISCUSSION

2.01: Discussion Regarding Union Contract Negotiations for AFSCME, LELS-Patrol, LELS-Sergeants & LELS-Captains (Discussion closed to the public)

Administrative Services Director Lasher recommended that the Council enter closed session to discuss this case to discuss the status of negotiations related to union contract negotiations for AFSCME, LELS-Patrol, LELS-Sergeants, and LELS-Captains.

Motion by Councilmember Musgrove, seconded by Councilmember Kuzma, to recess the meeting to Closed Session at 6:33 p.m.

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

The meeting reconvened to Open Session at 8:13 p.m.

Administrative Services Director Lasher stated that the Council discussed the negotiation strategy to settle one-year contracts with AFSCME, LELS-Patrol, LELS-Sergeants, and LELS-Captains. Staff will continue negotiations with these groups.

3. TOPICS FOR FUTURE DISCUSSION

3.01: Review Future Topics/ Calendar

Noted.

4. MAYOR / COUNCIL / STAFF INPUT

Councilmember Musgrove asked when this topic may come before the Council again and whether it could occur at a regular work session rather than holding special work sessions.

Mayor LeTourneau stated that if efficiency can be created during the regular meetings to conduct more business that would be wonderful but noted that sometimes that cannot be controlled, and additional meetings are necessary.

Administrative Services Director Lasher stated that she will attempt to come back to the Council at its December 8th meeting.

City Administrator Ulrich stated that staff was looking to hold a special meeting on December 15th for a development request, which is the normal Public Works Committee meeting night and noted that could provide an opportunity to discuss union negotiations as well.

Administrative Services Director Lasher noted that she would ideally like to have the contracts on the regular agenda on December 8th.

Assistant City Administrator Gladhill provided details on the development request, noting that staff will provide an update next week but ideally would like to have the Council take action in December in order to allow the development to connect to sanitary sewer before the hard frost sets in.

Mayor LeTourneau encouraged staff to reach out if another meeting of the Council is needed related to contract negotiations.

5. ADJOURNMENT

The Work Session of the City Council was adjourned at 8:24 p.m.

Respectfully submitted,

_____

Kurtis G. Ulrich
City Administrator

ATTEST:

_____
Katie M. Schmidt
Administrative Assistant

Drafted by Amanda Staple
TimeSaver Off Site Secretarial, Inc.

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

The Ramsey City Council conducted a Closed Session on Tuesday, November 17, 2020, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

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

Members Absent:

Also Present: City Administrator Kurtis Ulrich
Administrative Services Director Colleen Lasher
Assistant City Administrator Tim Gladhill
Councilmember Elect Chelsea Howell

1. CALL TO ORDER

Mayor LeTourneau called the Closed Session of the City Council to order at 6:33 p.m.

2. COUNCIL BUSINESS

2.01: Discussion Regarding Union Contract Negotiations for AFSCME, LELS-Patrol, LELS-Sergeants & LELS-Captains

Administrative Services Director Lasher explained that the purpose of the case is for the Council to discuss the union contract negotiations for AFSCME, LELS-Patrol, LELS-Sergeant, and LELS-Captain.

3. ADJOURNMENT

Motion by Commissioner Kuzma, seconded by Commissioner Musgrove, to adjourn the Closed Session.

Motion carried.

The Closed Session was adjourned at 8:13 p.m.

Respectfully submitted,

_____
Kurtis G. Ulrich
City Administrator

ATTEST:

_____
Katie M. Schmidt
Administrative Assistant

Drafted by Amanda Staple
TimeSaver Off Site Secretarial, Inc.

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CITY COUNCIL
CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA

The Ramsey City Council conducted a regular meeting on Tuesday, November 24, 2020, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present: Mayor John LeTourneau
Councilmember Mark Kuzma
Councilmember Jeff Menth
Councilmember Chris Riley
Councilmember Dan Specht

Members Absent: Councilmember Debra Musgrove

Also Present: City Administrator Kurtis Ulrich
Finance Director Diana Lund
Police Captain Brad Bluml
Parks and Assistant Public Works Superintendent Mark Riverblood
Deputy City Administrator Timothy Gladhill
City Engineer Bruce Westby

1. CALL TO ORDER

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

2. PRESENTATION

None.

3. CITIZEN INPUT

None.

4. APPROVE AGENDA

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

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

5. CONSENT AGENDA

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

5.01: Note the Following Boards, Commissions and Committee Meeting Minutes:
- Planning Commission Meeting Minutes dated October 1, 2020
- Economic Development Authority Meeting Minutes dated October 8, 2020
- Park and Recreation Commission Meeting Minutes dated October 8, 2020
- Public Works Committee Meeting Minutes dated October 20, 2020

5.02: Approve the following Meeting Minutes:
1) City Council Work Session dated October 13, 2020
2) City Council Regular dated October 13, 2020
3) City Council Special Work Session dated October 20, 2020
4) City Council Work Session dated October 27, 2020
5) City Council Regular dated October 27, 2020

5.03: Approve Rental Licenses

5.04: Award Contract for Review and Monitoring of Wetland Mitigation Areas in the COR

5.05: Schedule Public Hearing for Adoption of 2021-2030 Capital Improvement Plan

5.06: Adopt Resolution #20-277 Adopting the 2021 Parking Ramp Maintenance Budget and Adopt Resolution #20-278 Allocating the Parking Ramp Maintenance Costs per the Adopted 2021 Budget

5.07: Adopt Resolution #20-269 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of November 5, 2020 through November 18, 2020

5.08: Adopt Resolution #20-189 Approving Interim and Conditional Use Permits at 6300 Bunker Lake NW (Project No. 20-124); Case of Lawn Monster

5.09: Adopt Resolution Approving Settlement Agreement with Minnesota Department of Transportation for Parking Lot Encroachment onto Highway 10 Right-of-Way

5.10: Adopt Resolution #20-256 Approving the Conditional Use Permit for Floodplain Fill at 7349 168th Circle NW; Case of John and JoDell Seaman

5.11: Adopt Resolution #20-264 to Enter into a Residential Recycling Program Agreement with Anoka County

5.12: Adopt Resolution #20-267 Approving Lease Agreement for 6701 Highway 10 NW; Case of Potter's House Christian Community Church (Portions may be closed to the public)

5.13: Adopt Resolution #20-268 Approving Third Amendment to Purchase Agreement for Lots 1, 2, and 3, Block 1, COR TWO; Case of RGH Ramsey LLC (Portions may be closed to the public)

5.14: Adopt Resolution #20-270 Authorizing Partial Payment #3 to Douglas-Kerr Underground, LLC for Improvement Project #20-04, Puma Street Improvements

5.15: Adopt Resolution #20-271 Authorizing Partial Payment #2 to RJM Construction for Improvement Project #20-07, New Public Works Facility

5.16: Adopt Resolution #20-272 Authorizing Partial Payment #4 to Park Construction Company for Improvement Project #20-01, Variolite Street Reconstruction

5.17: Adopt Resolution #20-273 Authorizing Partial Payment #1 to Hakanson Anderson Associates for Improvement Project #20-07, New Public Works Facility

5.18: Adopt Resolution #20-274 Authorizing Partial Payment #1 to Minnesota Utilities and Excavating, LLC for Improvement Project #20-07, New Public Works Facility

5.19: Update Contract with RJM Construction for Construction of the New Public Works Facility
5.20: Adopt Resolution #20-275 Authorizing Partial Payment #1 to Northland Concrete and Masonry Company, LLC for Improvement Project #20-07, New Public Works Facility
5.21: Adopt Resolution #20-276 Authorizing Partial Payment #1 to Steenberg Watrud Construction, LLC for Improvement Project #20-07, New Public Works Facility

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

6. PUBLIC HEARING

6.01: Public Hearing: Adopt Ordinance #20-20 Adopting the 2021 Schedule of Rates, Fees and Charges

Presentation

Finance Director Lund reviewed the staff report and recommendation to accept the 2021 Fee Schedule as proposed.

Public Hearing

Mayor LeTourneau called the public hearing to order at 7:05 p.m.

Citizen Input

There was none.

Motion by Councilmember Kuzma, seconded by Councilmember Specht, to close the public hearing.

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

The public hearing was closed at 7:05 p.m.

Council Business

Motion by Councilmember Riley, seconded by Councilmember Kuzma, to waive the City Charter requirement to read the Ordinance aloud and Adopt Ordinance #20-20 Adopting the 2021 Schedule of Rates, Fees and Charges.

A roll call vote was performed:

Councilmember Kuzma	aye
Councilmember Menth	aye
Councilmember Riley	aye

Councilmember Specht aye
Mayor LeTourneau aye

Motion carried.

7. COUNCIL BUSINESS

7.01: Adopt Resolution #20-248 Accepting the Design Services Proposal for Riverdale Drive Improvements from Feldspar Street to Tungsten Street, Improvement Project #21-00

City Engineer Westby reviewed the staff report and recommendation to adopt Resolution #20-248 accepting the design services proposal from Bolton and Menk Inc. for Riverdale Drive Improvements from Feldspar Street to Tungsten Street, Improvement Project #21-00.

Councilmember Riley commented that this is a 30-year-old road that has had two sealcoats. He asked for an opinion on why the lifespan of the road was only 30 years before a full reconstruct was needed.

City Engineer Westby replied that typically an overlay would be completed after 15 to 20 years to extend the life. He stated that there is a robust pavement section but because the right maintenance was not completed, a reconstruct is needed.

Mayor LeTourneau asked the anticipated life of the new road.

City Engineer Westby replied that he would anticipate a life of 60 years with two overlays completed during that time.

Councilmember Menth asked if the completion of this project should be done to prepare for the Highway 10 project.

The City Engineer Westby replied that the primary reason this is moving forward is because of the condition of the road. He stated that public works spent about 360 hours patching the road. He stated that staff contemplated delaying this project until the time the Highway 10 project goes forward, but the condition of the road does not allow for that.

Motion by Councilmember Kuzma, seconded by Councilmember Specht, to Adopt Resolution #20-248 Accepting Design Services Proposal for Riverdale Drive Improvements from Feldspar Street to Tungsten Street, Improvement Project #21-00.

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

7.02: Consider Expansion of Alpine Park's Off-Leash Area – a 2020 Parks Capital Improvement

Parks and Assistant Public Works Superintendent Riverblood reviewed the staff report and recommendation of the Park and Recreation Commission and staff to authorize this project, consisting of an expansion of the off-leash area at Alpine Park, with solar lighting at a not to exceed cost of $20,000, for implementation in 2020, if possible, or spring of 2021 if winter conditions do not permit earlier construction.

Councilmember Specht asked for clarification on the existing and proposed expansion areas.

Parks and Assistant Public Works Superintendent Riverblood stated that the proposed area for expansion has been reduced in size from the proposal from the resident in order to reduce cost and not encumber the area used for sports warmups. He stated that there is most likely a need for another off-leash area in the community, perhaps near the downtown area and noted that the Commission will continue to review those options.

Motion by Councilmember Specht, seconded by Councilmember Kuzma, to authorize a not to exceed amount of $20,000 for the expansion of Alpine Park's off-leash area to include aspects of solar lighting.

Further discussion: Mayor LeTourneau recognized that Ms. Brockman is in the audience and thanked her for bringing forward this request. Sue Brockman, 15631 Ramsey Boulevard NW, thanked the Council and Parks and Assistant Public Works Superintendent Riverblood for considering this project. She stated that when she brought this consideration forward earlier this year, she did not anticipate that it could move forward this quickly.

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

7.03: Adopt Resolution #20-279 Approving Final Version of 2040 Comprehensive Plan Update

Deputy City Administrator Gladhill reviewed the staff report and stated that consistent with previous Planning Commission recommendations, staff recommends approval of this draft 2040 Comprehensive Plan Update. Amendments from the previous draft are administrative and technical in nature and do not have policy implications at this time.

Motion by Councilmember Menth, seconded by Councilmember Kuzma, to Adopt Resolution #20-279 Approving the City of Ramsey 2040 Comprehensive Plan Update.

Further discussion: Mayor LeTourneau thanked Deputy City Administrator Gladhill for the work he has put into this process over the past few years. He commented that this document is used to guide the development of the City and again thanked staff.

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

8. MAYOR, COUNCIL AND STAFF INPUT

City Administrator Ulrich announced upcoming meetings and events.

Councilmember Specht wished everyone a happy Thanksgiving.

9. ADJOURNMENT

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

Motion carried.

The regular meeting of the City Council adjourned at 7:48 p.m.

Respectfully submitted,

_____
Kurtis G. Ulrich
City Administrator

ATTEST:

_____
Katie M. Schmidt
Administrative Assistant

Drafted by Amanda Staple
TimeSaver Off Site Secretarial, Inc.

A recording of this meeting is available for viewing online at www.qctv.org <http://www.qctv.org>. Recordings are available for 36 months after the date of the meeting.

CC Regular Session **5. 4.**

Meeting Date: 12/08/2020

By: Wendy Schlueter, Community Development

Information

Title

Approve Business Licenses (includes 2021 Renewals)

Purpose/Background:

The purpose of this case is to approve various license requests including 2021 business license renewals.

Background: Certain businesses in the City of Ramsey are required to apply for a license in addition to the Business Registration Certificate (BRC). Other businesses that may require a license, but are not required to have a BRC, may also be included in this approval. Those new license requests and/or renewals are attached for Council approval.

Recommendation:

Staff recommends approval of license applications contingent upon completion of background checks.

Action:

Motion to approve the attached license applications contingent upon completion of background checks.

Attachments

License Report

Form Review

Inbox	Reviewed By	Date
Sean Sullivan	Sean Sullivan	12/02/2020 08:51 AM
Tim Gladhill	Tim Gladhill	12/02/2020 02:54 PM
Kurt Ulrich	Kurt Ulrich	12/03/2020 11:47 AM
Form Started By: Wendy Schlueter		Started On: 11/17/2020 11:49 AM
Final Approval Date: 12/03/2020		

Report Name: License Report - License Types
Council Dates: 12/8/2020 to 12/8/2020
Status: Active, Inactive
License Type(s): Amusement Center, Amusement Devices/Billiard Tables, Business License-1st Year, Business License-Renewal, Garbage Haulers, Pawnbroker, Multi-Family Rental, Second Hand Goods Dealer, Special Events, Temporary Amusement/Carnival/Circus, Therapeutic Massage Establishment, Therapeutic Massage Therapist, Tobacco, Transient Merchant/Peddler/Solicitor

City of Ramsey
License Report - License Types

Company	Applicant	Location	Complex	Exp. Date	Council Date	Status
Garbage Haulers						
LePage & Sons Inc.	Clint LePage			12/31/2021	12/8/2020	A
Curbside Waste Inc.	Chad Lewis Master			12/31/2021	12/8/2020	A
Waste Management of Minnesota, Inc.	Robert Swanson			12/31/2021	12/8/2020	A
Aspen Waste Systems, Inc.	Thor W. Nelson			12/31/2021	12/8/2020	A
Walters Recycling & Refuse, Inc.	Matt Holland			12/31/2021	12/8/2020	A
Randy's Sanitation, Inc.	Peggy Schaefer			12/31/2021	12/8/2020	A
Ace Solid Waste Inc	Jami Monda	6601 McKinley St NW	Ace Solid Waste Inc	12/31/2021	12/8/2020	A
					Garbage Haulers License Count:	**7**
Pawnbroker						
Ramsey Pawn, LLC	Michael Ralph Whitelaw	6650 Highway 10 NW		12/31/2021	12/8/2020	A
					Pawnbroker License Count:	**1**
Therapeutic Massage Establishment						
Conchita Bodyworkz	Catherine Ann Porter	15042 Limonite St NW		12/31/2021	12/8/2020	A
Elysiumassage, LLC	Benjamin Lockett	6957 Highway 10 NW #102	Elysiumassage LLC	12/31/2021	12/8/2020	A
					Therapeutic Massage Establishment License Count:	**2**
Therapeutic Massage Therapist						
Reid, Michele	Michele A Reid	15469 Iodine St NW	Balance Through Bc	12/31/2021	12/8/2020	A
Porter, Catherine	Catherine Ann Porter	15042 Limonite St NW	Conchita Bodywork	12/31/2021	12/8/2020	A
Story, Travis	Travis Gene Story	6957 Highway 10 NW #102	Elysium Massage	12/31/2021	12/8/2020	A
Lockett, Benjamin	Benjamin E Lockett	6957 Highway 10 NW #102	Elysiumassage, LLC	12/31/2021	12/8/2020	A
Pauly, Philomena	Philomena Pauly	14245 St Francis Blvd NW #104	Rum River Chiropra	12/31/2021	12/8/2020	A
Weidenborner, Kayla M	Kayla Marie Weidenborner	14245 St Francis Blvd NW #104	Rum River Chiropra	12/31/2021	12/8/2020	A
Reuss, Emily	Emily Beth Reuss	14245 St Francis Blvd NW #104	Rum River Chiropra	12/31/2021	12/8/2020	A
					Therapeutic Massage Therapist License Count:	**7**
Tobacco						
Yayin Gadol, LLC	Jon Halper	14107 St Francis Blvd NW		12/31/2021	12/8/2020	A
Rademacher Companies, Inc.	James Frank Kast	15299 St Francis Blvd NW	Bill's Superette	12/31/2021	12/8/2020	A
Casey's Retail Company	Julia L. Jackowski	14131 Sunfish Lake Blvd NW	Casey's Retail #198	12/31/2021	12/8/2020	A
Casey's Retail Company	Julia Lynn Jackowski	7222 Sunwood Dr NW	Casey's Retail #346	12/31/2021	12/8/2020	A
Coborn's, Inc.	David Meyer	7900 Sunwood Dr NW	Coborns #2033	12/31/2021	12/8/2020	A
Coborn's, Inc.	David Meyer	7880 Sunwood Dr NW	Coborns Liquor #60	12/31/2021	12/8/2020	A

City of Ramsey
License Report - License Types

Company	Applicant	Location	Complex	Exp. Date	Council Date	Status
Tobacco						
Atlantic Cargo Company Inc. LLC	Bruce Alan Mathson	5900 167th Ave NW	Fairway Liquors	12/31/2021	12/8/2020	A
Ohm Premier Vaping LLC	Sallyann Marie Phelps	7876 Sunwood Dr NW	Ohm Premier Vapin	12/31/2021	12/8/2020	A
Ramsey #1 Smoke Shop, Inc.	Omar Awny Alkatout	14050 St Francis Blvd NW	Ramsey Smoke Sho	12/31/2021	12/8/2020	A

Tobacco License Count: 9

Total Licenses: 26

CC Regular Session **5. 5.**

Meeting Date: 12/08/2020

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
Kurt Ulrich	Kurt Ulrich	12/03/2020 11:48 AM
Form Started By: JoAnn Shaw		Started On: 11/19/2020 03:42 PM
Final Approval Date: 12/03/2020		

Report Name: License Report - License Types
Council Dates: 12/8/2020 to 12/8/2020
Status: Active, Inactive
License Type(s): Multi-Family Rental, Rental

City of Ramsey
License Report - License Types

Printed: 12/2/2020

Company	Applicant	Location	Complex	Exp. Date	Council Date	Status
Rental						
Thomas Hunt		6881 137th Ave NW		11/14/2023	12/8/2020	A
Thomas Hunt		6870 139th La NW #2		11/14/2023	12/8/2020	A
Thomas Hunt		7305 147th Ter NW		11/14/2023	12/8/2020	A
John Lam		6541 153rd Way NW		9/12/2023	12/8/2020	A
Jacob Webb		8331 158th La NW		6/27/2023	12/8/2020	A
VD Properties, LLC		13904 Garnet Ter NW		9/12/2023	12/8/2020	A
KB Homestead II Properties		18040 Waco Dr NW		9/12/2023	12/8/2020	A

Rental License Count: 7

Total Licenses: 7

CC Regular Session **5. 6.**

Meeting Date: 12/08/2020
Submitted For: Grant Riemer, Engineering/Public Works
By: Grant Riemer, Engineering/Public Works

Information

Title

Approve Request to Declare Surplus Property

Purpose/Background:

Staff is requesting Council declare the following property surplus and authorize sale/disposal of same:

The information is as follows:
#406 2006 Ford Taurus
VIN # 1FAHP53U86A255398
Mileage 111,004

And,
#667 2007 Chevrolet Silverado 2500
VIN # 1GCHK24K47E574179
Mileage 111,507

Both vehicles listed for surplus have been used by multiple departments and have outlasted their useful life and been replaced as part of the 2020 budget.

Funding Source:

N/A

Recommendation:

Staff recommends Council declare the above named vehicle as surplus and authorize sale/auction of same.

Action:

Motion to declare the following items as surplus and authorize sale/auction of same:

1. #406 2006 Ford Taurus VIN # 1FAHP53U86A255398 Mileage 111,004
2. #667 2007 Chevrolet Silverado 2500 VIN # 1GCHK24K47E574179 Mileage 111,507

Attachments

No file(s) attached.

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Grant Riemer	11/25/2020 02:34 PM
Grant Riemer (Originator)	Grant Riemer	11/25/2020 02:36 PM
Kurt Ulrich	Kurt Ulrich	12/03/2020 11:55 AM
Form Started By: Grant Riemer		Started On: 11/25/2020 02:27 PM
Final Approval Date: 12/03/2020		

CC Regular Session **5. 7.**

Meeting Date: 12/08/2020

By: Diana Lund, Finance

Information

Title

Adopt Policies and Procedures for Federal Awards Administration

Purpose/Background:

Additional auditing procedures are required on federally supported projects in years where total federal dollars expended exceed $750,000 (“single audit”). Single audit refers to the centralization of financial reporting on federal projects to one federal agency, not to each agency awarding the grants.

With the CARES funds received this year, the City will be undergoing a Single Audit. To encompass all of the requirements to be documented under the new single audit standards, the City of Ramsey needs to document that they have written policies and procedures in place and adopted. The attached "Policies and Procedures to Federal Awards Administration" Policy has been prepared to meet these requirements.

The attached Policies and Procedures for Federal Awards Administration was crafted from a neighboring city provided by the city's auditiing firm of MMKR (Malloy, Montague, Karnowski & Radosevich & Co.).

The City's Purchasing Policy (attached) includes a quick reference guide in regard to approvals. The only change to this policy is the hi-lighting that the City's Policies and Procedures for Federal Awards Administration needs to be followed if any Federal Dollars are awarded to the City (Section 1.4 of the policy).

Recommendation:

Adopt Policies and Procedures for Federal Awards Administration Policy due to Single Audit requirements.

Action:

Motion to Adopt Policy: Policies and Procedures for Federal Awards Administration

Attachments

Policies & Procedures for Federal Awards Administration

City Purchasing Policy

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	12/03/2020 11:46 AM
Form Started By: Diana Lund		Started On: 11/12/2020 10:41 AM
Final Approval Date: 12/03/2020		

City of Ramsey, Minnesota

Policies and Procedures for Federal Awards Administration

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Policies and Procedures – Federal Awards Administration Overview

Purpose – This manual has been prepared to document the policies and procedures for the administration of federal awards of city of Ramsey (the "city"). The Office of Management and Budget (OMB) Uniform Administrative Requirements, Cost Principles and Audit Requirements [34 CFR Part 80, 2 CFR Part 213 and Part 6 of the Office of Management and Budget (OMB) UGG - Uniform Grant Guidance Compliance Supplement] require all sub-recipients of federal funds to establish and maintain internal controls designed to reasonably ensure compliance with Federal laws, regulations and program compliance requirements. Written policies and procedures are part of the necessary internal controls and are required as a precondition to receiving federal funds. These policies and procedures are intended to be sufficiently comprehensive to adequately meet such requirements. However, in no case are these policies and procedures intended to supersede or limit federal or state laws or regulations, or the provisions of individual grant agreements.

Hierarchy of Authority – In the event that conflicting guidance on the administration of Federal awards is available, the city has deemed Federal guidance to be most authoritative, followed by other State or local agencies.

Revisions – Guidance provided by the Federal government through the OMB UGG - Uniform Grant Guidance Compliance Supplement are expected to be updated each year. Such updates are considered by the city as they become available and policies and procedures will be revised accordingly.

The City Administrator, Engineer, Finance Director, and designees are authorized and required to establish and document policies and procedures to ensure compliance with the provisions of federal and state regulations and the provisions of grant agreements. Such policies and procedures are documented herein, and will be reviewed and updated as necessary, but not less than once every three years.

Training – City finance personnel and its program administrators of Federal awards will be provided the necessary training through various mechanisms, such as: (1) reviewing monthly State Aid Financial Status Report Updates, accompanying State aid payments, (2) consulting with the city's auditors as needed for clarification, (3) participating in various training opportunities, such as those offered by appropriate professional organizations, (4) reviewing legislative updates from multiple sources, (5) membership and participation in meetings of the Governmental Finance Officers Association (GFOA), (6) certification of respective positions by the GFOA i.e.: Finance Director, (7) coordination and collaboration with individuals performing similar job functions at similar municipalities.

Compliance Failures – Compliances failures, whether noted internally by management or through the external audit process, will be addressed immediately by reviewing the reason for the failure with responsible personnel and devising an improved process to encourage compliance in the future.

General Accounting and Financial Management

It is the policy of the city to comply with all statutory, regulatory, and contractual requirements in the conduct of, and accounting for, its financial operations. The official books of record for the city will be maintained subject to the following provisions:

1. The city will account for its operations in accordance with the Generally Accepted Accounting Principles (GAAP) applicable to local units of government.

2. The city will comply with all applicable circulars issued by the Office of Management and Budget (OMB), including, but not limited to:

    a. OMB Circular A-87 – Cost Principles for States, Local and Indian Tribal Governments.

    b. OMB UGG - Uniform Grant Guidance – Audits of States, Local Governments, and Non-Profit Organizations (the Single Audit Act).

3. The city will comply with all contractual requirements detailed in its duly executed grant agreements with awarding agencies.

4. The city will contract annually with an independent CPA firm for the purposes of conducting the city's external financial audit. To the extent that the city has expended federal awards in excess of the applicable single audit limit (currently $750,000), the city will have a single audit performed in accordance with OMB UGG - Uniform Grant Guidance.

5. To ensure continuing compliance with all applicable accounting requirements, the city may, at its discretion, contract with a CPA firm to provide internal auditing and/or consulting services.

6. The Finance Director shall be responsible for the maintenance of all accounting and financial records (including journals, timesheets, bank statements, audit reports, and similar documents). Such records shall be retained as required by contractual or regulatory requirements. The city has adopted the state's records retention schedule as its official guide for records storage, filing, and destruction.

7. The city and employees are required to comply with the city's conflict of interest policy and report any potential conflicts of interest to their managers. No employee, officer or agent may participate in the selection, award or administration of a contract supported by a Federal award if he or she has a real or apparent conflict of interest. Such violations may result in appropriate discipline. See also the city policies on conflict of interest located in the city's Personnel Policies and Procedures.

8. The city will request prior approval from federal agencies for program or budget changes.

9. The city reserves the right to delay the implementation of new federal purchasing procedures by two years which follow: Acquisitions for micro-purchases (below $10,000 or below $2,000 for construction subject to the Davis Bacon Act) may be awarded without soliciting bids if the city considers the price to be reasonable. Procurements for Small Purchases (less than $175,000 - Minn. Stat. § 471.345), in which case quotations must be obtained from an adequate number of sources. Procurements made by sealed bid should be made to the lowest responsible (not necessarily the lowest) bidder. Procurements made by competitive proposal must have standards to evaluate the selected recipient. Procurement made by non-competitive proposals (to one vendor) may be used only if one of the following applies a) the item is available from a single source, b) an emergency exists c) the federal agency expressly authorizes non-competitive proposals, or d) competition is seen as inadequate after solicitation to a number of vendors.

10. Other procurement procedures include: Contractors who develop or draft specifications for bids are precluded from bidding on them. The city must maintain oversight so that contractors perform work as bid. Multiple provisions must be included in contracts (see Appendix II of grant procurement guidelines of super circular procedures). The city must verify to http://www.sam.gov/ if contract is $25,000 or more to review if on the suspended and debarred list for federal grants.

11. Procedures for inventory of federal capital purchases will be maintained by the Finance Department, with the help of the Engineer, and all items will be tracked annually.

12. The Finance Director (or designee) or the City Administrator are required to certify expenditures.

Purchasing and Procurement

It is the policy of the city to ensure that all disbursements of city funds are properly reviewed and authorized, and consistent with sound financial management principles, and made in compliance with all applicable federal, state and local laws. In order to meet these objectives, all disbursements of city funds shall be subject to the following provisions, to the extent that they do not conflict with or contradict with any specific federal, state or local law or Council policies (the most specific or restrictive law, policy or procedure will be followed):

1. Substantial state and federal requirements exist pertaining to standards of conduct and conflict of interest. It is

the intent of the city for all employees, officers, or agents to conduct all activities associated with procurements in compliance with the highest ethical standards, including the avoidance of any real or perceived conflict of interest. It is also the intent of the city to impose appropriate sanctions or disciplinary actions, including but not limited to termination and/or prosecution, for any employees or officers who violate any of these requirements.

2. The city avoids the acquisition of unnecessary or duplicative items. Additionally, the city considers consolidating or breaking out procurements to obtain a more economical purchase. And, where appropriate, the city makes an analysis of leases versus purchase alternatives, and other appropriate analyses to determine the most economical approach.

3. To foster greater economy and efficiency, the city enters into state and local intergovernmental agreements where appropriate for procurement or use of common or shared goods and services. This includes cooperative purchasing agreements where practical and beneficial. Depending on the purchase requested, the city may purchase it from a cooperative or inter-local agreement if the price is competitive and the goods or service are needed in a timely manner. The Finance Director and the City Administrator will make this determination.

4. The city awards contracts only to responsible contractors possessing the ability to perform successfully under the terms and conditions of a proposed procurement. The city considers such matters as contractor integrity and business ethics, compliance with public policy, ability to complete the project on time and in accordance with specifications, record of past performance, and the contractor's financial and technical resources.

5. The city will award a contract to a contractor who has the appropriate experience, expertise, qualifications, and any required certifications, necessary to perform the work. Contractors should also have the financial resources to sustain the project while the initial work is being completed and during each service period until he or she submits invoices for payment to the city as work is completed. Contractors should have the proper equipment or the capability to subcontract for the proper equipment necessary to complete the contracted work.

6. Debarment and Suspension: The city will not subcontract with or award subgrants to any person or company who is debarred or suspended from receiving federal funds. The Finance Director, or designee thereof, is required to check for excluded parties at the System for Award Management (SAM) website before any procurement transaction paid with federal funds. This list is located at: http://www.sam.gov/.

7. All procurement transactions paid with federal funds are conducted in a manner providing full and open competition. In an environment of full and open competition, no proposer or bidder has a competitive advantage over another. All potential proposers and bidders must be provided the same information and have the same opportunity to submit a bid or proposal. Providing a competitive advantage to one or more potential proposers or bidders over another can open up the potential for disputes and lawsuits that can be costly and can significantly delay the completion of projects.

8. In order to ensure objective contractor performance and eliminate unfair competitive advantage, contractors that develop or draft specifications, requirements, statements of work, or invitations for bids or requests for proposals (RFPs) are excluded from competing for such procurements. The city does not engage in the following situations that may restrict full and open competition, including but not limited to:

    - Placing unreasonable requirements on firms in order for them to qualify to do business.
    - Requiring unnecessary experience and excessive bonding.
    - Noncompetitive pricing practices between firms or between affiliated companies;
    - Noncompetitive contracts to consultants that are on retainer contracts.
    - Organizational conflicts of interest.
    - Specifying only a "brand name" product instead of allowing "an equal" product to be offered and describing the performance or other relevant requirements of the procurement.
    - Any arbitrary action in the procurement process.
    - The city conducts federal procurements in a manner that prohibits the use of statutorily or administratively imposed state or local geographical preferences in the evaluation of bids or proposals, except in those cases where applicable federal statutes expressly mandate or

encourage geographic preference.

9. All solicitations will incorporate a clear and accurate description of the technical requirements for the material, product, or service to be procured. Such description will not, in competitive procurements, contain features which unduly restrict competition. The description will include a statement of the qualitative nature of the material, product or service to be procured and, when necessary, will set forth those minimum essential characteristics and standards to which it must conform if it is to satisfy its intended use. Detailed product specifications will be avoided if at all possible.

10. The city will make independent estimates of the goods or services being procured before receiving bids or proposals to get an estimate of how much the goods and services are valued in the current market. To accomplish this, after bids and proposals are received, but before awarding a contract, the City conducts either a price analysis or a cost analysis, depending on the type of contract, in connection with every procurement with federal funds in excess of $175,000.

11. The city takes all necessary affirmative steps to assure that minority businesses and women's business enterprises, and labor surplus area firms are used when possible. To accomplish this, the City uses the following required affirmative steps:

    - Placing qualified small and minority businesses and women's business enterprises on solicitation lists.
    - Assuring that small and minority business, and women's business enterprises are solicited whenever they are potential sources.
    - Dividing total requirements, when economically feasible, into smaller tasks or quantities to permit maximum participation by small and minority businesses, and women's business enterprises.
    - Establishing delivery schedules, where the requirement permits, which encourage participation by small and minority businesses, and women's business enterprises.
    - Using the services and assistance, as appropriate, of such organizations as the Small Business Administration and the Minority Business Development Agency of the Department of Commerce.
    - Requiring the prime contractor, if subcontracts are to be let, to take the affirmative steps listed above.

12. Federal methods provide for procurement by micro-purchase. Micro-purchase is a purchase of supplies or services using simplified acquisition procedures, the aggregate amount of which does not exceed $10,000. The micro-purchase method is used in order to expedite the completion of its lowest-dollar small purchase transactions and minimize the associated administrative burden and cost.

13. Small purchase procedures may be used in those relatively simple and informal procurement methods for securing nonprofessional services, supplies, or other property that do not cost more than $175,000.

14. Sealed bids ($175,000, formal advertising, price is a major factor). Requirements for sealed bids:

    - The invitation for bids will be publicly advertised and bids must be selected from an adequate number of known suppliers, providing them sufficient response time prior to the date set for opening the bids.
    - The invitation for bids, which will include any specifications and pertinent attachments, must define the items or services in order for the bidder to properly respond.
    - All bids will be publicly opened at the time and place prescribed in the invitation for bid.
    - A firm fixed price contract award will be made in writing to the lowest responsive and responsible bidder.
    - Any or all bids may be rejected if there is a sound documented reason.
    - Competitive proposal (> $175,000, fixed price or cost reimbursement, request for proposal (RFP) with evaluation methods). Requirement for competitive proposal procedures:
    - Requests for proposals must be publicized requests and identify all evaluation factors and their relative importance.

- Proposals must be solicited from an adequate number of qualified sources.
- The organization must have a written method for conducting technical evaluations of the proposals received and for selecting recipients.
- Contracts must be awarded to the responsible firm whose proposal is most advantageous to the program.
- The organization may only use qualification-based methods, whereby competitors' qualifications are evaluated and the most qualified competitor is selected, in the procurement of architectural/engineering professional services.

15. Procurement by noncompetitive proposals is procurement through solicitation of a proposal from only one source and may be used when using federal funds only when one or more of the following circumstances apply:

    - The item is available only from a single source. This must be documented.
    - The public exigency or emergency for the requirement will not permit a delay resulting from competitive solicitation.
    - Any federal awarding agency expressly authorizes noncompetitive proposals in response to a written request from the city.
    - After solicitation of a number of sources, competition is determined inadequate.

16. Time and materials type contract means a contract whose cost to the city is the sum of: the actual costs of materials, and direct labor hours charged at fixed hourly rates that reflect wages, general and administrative expenses, and profit.

    - The city may use a time and materials type contract paid with federal funds in accordance with the above only (1) after a determination that no other contract is suitable; and (2) if the contract includes a ceiling price that the contractor exceeds at its own risk.

17. The city ensures that all prequalified lists of persons, firms, or products which are used in acquiring goods and services are current and include enough qualified sources to ensure maximum open and free competition. The city accomplishes this by conducting internet searches, including using vendor searches, and by using other less technologically-advanced tools to locate and identify potential contractors. Federal guidelines are followed regarding the number of bids required.

18. The city requires that construction or facility improvement contracts, or subcontracts exceeding $175,000, include a bid guarantee equivalent to 5% of the bid price from each bidder (such as bid bond or certified check), a performance bond on the part of the contractor for 100 percent of the contract price, and a payment bond on the part of the contractor for 100 percent of the contract price.

    Note: The city's purchasing policy does not apply to procurement by contractors or subcontractors on projects, federally supported or otherwise.

Payroll and Timekeeping

The following provisions apply to the payment of employees and recording of time and effort (as required) in accordance with Federal Cost Principles:

1. Hourly employees record time on an electronic timekeeping system each day, with the following information:
    a. The total number of hours actually worked each day
    b. The use of any holiday, personal, vacation, sick, or other approved time off with pay
    c. The total number of hours to be paid
    d. An allocation of those hours to each program or department for which work was performed, when necessary
    e. The dated signature of the employee and his/her supervisor for each payroll period

    The allocation of hours between programs or departments should be based exclusively on the actual hours worked, and not be based on available budgets, or predetermined allocation schedules.
    In the event that an after-the-fact correction is necessary to an employee's timesheet due to errors in the

allocation of time worked, such corrections must be submitted to the Finance Director, and approved in writing by both the employee and his/her supervisor.

2. Salaried employees charged to a Federal grant will document time and effort as follows: the employee may document time and effort using a timesheet as described above. Timesheets must account for the total activity for which the employee is compensated and be signed by the employee. It will not be acceptable for timesheets to include the hours worked on Federal grants only.

    a. It is the responsibility of the employee being charged to a Federal award(s) to clarify documentation requirements with the Engineer, Finance Director or designee (Assistant Finance Director) and provide appropriate documentation to the Accountant II (Payroll) as it becomes available. The employee should retain a copy of the documentation for his/her personal records.

    Certifications should never be signed prior to the end date of the payroll period being certified. Each certification should be provided to the Finance Department when available. Employees should retain a copy of the certifications for his/her personal records.

Grant Administration

The following policies and procedures will also be applied, to the extent that they do not conflict with or contradict any existing Council policies:

1. Grant Development, Application, and Approval –

    a. Legislative Approval – The point at which legislative approval is required is determined by the requirements of the grant program. If the grant must be submitted by "an individual authorized by the *legislative body*", then City Council approval is required prior to submitting the application. If such legislative approval is not specifically required by the written terms of the grant, then the City Administrator or designee may, at his or her discretion, approve grant applications.

    b. Matching Funds – Grants that require cash local matches must be coordinated through the Finance Department. At a minimum, funds must be identified within the existing budget to provide the match, or a budget amendment will be required. Depending on the nature of the grant, there may also be some policy implications that will bear discussion. (For example, will the grant establish a level of service that cannot be sustained once the grant funds are depleted?)

        In all cases involving matching funds, the grant applicant should contact the Finance Department to determine the strategy for securing matching funds.

        Refer to the section within this manual titled "Matching, Level of Effort, and Earmarking" for additional information on compliance with the provisions of the OMB UGG - Uniform Grant Guidance Compliance Supplement.

    c. Grant Budgets – Most grants require the submission of an expenditure budget. The Finance Director will review this portion of the grant request prior to submission. Frequently, a technical review will discover inconsistencies in the calculations, cost centers that might have been overlooked, or identify reimbursable expenses of which program staff may not be aware—particularly in the area of indirect costs.

2. Grant Program Implementation –

    a. Notification and Acceptance of an Award – Official notification of a grant award is typically sent by a funding agency to the program director and/or other official designated in the original grant proposal. However, the authorization to actually spend grant funds is derived from the City Council through the approval of a grant budget. Such notification should also be directed to the Finance Department.

Adoption of the grant budget as a component of the city-wide operating budget is deemed to be sufficient approval.

b. Establishment of Accounts – The department that obtained the grant will provide the Finance Director with information needed to establish revenue and expense accounts for the project, as well as a project code for tracking purposes. Ordinarily, this information will include a copy of a summary of the project and detail of the full project budget.

c. Purchasing Guidelines – All other city purchasing guidelines apply to the expenditure of grant funds. The use of grant funds does not exempt any purchase from normal purchasing requirements. All typical paperwork and bidding requirements as well as normal staff approvals apply. When in doubt, the program director should contact the Finance Director for further assistance.

3. Financial and Budgetary Compliance –

a. Monitoring Grant Funds – Departments may use some internal mechanism (such as a spreadsheet) to monitor grant revenues, expenditures and budgetary compliance, at the grant level. The Finance Director maintains all this information in financial software system as well; this is considered to be the city's "official" accounting system by the granting agencies. Program Directors are strongly encouraged to use financial software reports provided by the Finance Department for their grant tracking.

If any "off-system" accounting records are maintained, it is the responsibility of the Program Director to ensure that the program's internal records agree to the city's accounting system.

b. Fiscal Years – Occasionally, the fiscal year for the granting agency will not coincide with the city's fiscal year. This may require adjustments to the city's internal budget accounts and interim financial reports as well as special handling during fiscal year-end close. It is the responsibility of the Program Director to bring such discrepancies to the attention of the Finance Department at the time the grant accounts are established.

c. Grant Budgets –The terms of each specific grant will dictate whether any budget transfers between budgeted line items will be permitted. In no case will the Program Director be authorized to exceed the total budget authority provided by the grant.

If grant funds have not been totally expended by fiscal year-end, it is the responsibility of the Program Director to notify the Finance Director that budget funds need to be carried forward to the new fiscal year, and to confirm the amounts of such carry-forwards. Carry-forwards of grant funds will be subjected to maximum allowable amounts/percentages based on the grant award agreement and/or the OMB UGG - Uniform Grant Guidance Compliance Supplement.

Capital Assets – The city is responsible for maintaining an inventory of assets purchased with grant funds. The city is accountable for them and must make them physically available for inspection during any audit. The City Council must approve of any sale of these assets. Customarily, the proceeds of the sale can only be used on the grant program that purchased them. (Refer to the specific regulations governing the original grant).

The Finance Director will coordinate this grant requirement. All transactions that involve the acquisition or disposal of grant funded capital assets must be immediately brought to the attention of the Finance Director. Refer to the city's separate Capital Assets policy and the section of this manual titled "Equipment and Real Property Management" for additional information. [OMB Circular A-133; 34 CFR Sec. 74.34]

4. Record Keeping –

a. Audit Work-papers – The city's external auditors audit all grants at the end of each fiscal year. The Finance Director and Assistant Finance Director will prepare the required audit work- papers. Program Directors may be asked to assist in this process, if necessary.
b. Record Keeping Requirements – Grant record keeping requirements may vary substantially from one

granting agency to another. Consequently, a clear understanding of these grant requirements at the beginning of the grant process is vital. The Finance Department will maintain copies of all grant draw requests and approved grant agreements (including budgets). The Program Director should maintain all other records.

5. Other Guidelines – Specific information on policies and procedures related to compliance with the provisions of the OMB UGG - Uniform Grant Guidance Compliance Supplement have been addressed later in this manual and should be considered along with the information in this section.

Year-end Closing and Reporting

The following provisions will govern the year-end close-out process of the city for purposes of external financial reporting:

1. To the extent that the city is required to have a single audit completed in accordance with OMB UGG - Uniform Grant Guidance, the city will accumulate the information necessary to prepare a schedule of expenditures of federal awards ("SEFA") in accordance with Federal and State requirements. This schedule will be characterized as follows:

    a. The schedule will include all federal financial assistance, including: grants, contracts, property, loans, loan guarantees, interest subsidies, cooperative agreements, insurance or direct appropriations. Amounts will be reported whether received directly from the Federal government or through a pass-through agency (in the event that the city is determined to be a sub-recipient and not a vendor).

    b. The schedule will be prepared on the same basis of accounting as the related financial statements.

    c. Federal awards will be grouped based on Federal awarding agency. Each Federal award with current expenditures will be listed along with its CFDA number, pass-through grantor name (if applicable) and award/pass-through grantor number (if applicable). Such information will agree to the award documentation.

    d. If the CFDA number of a Federal award cannot be reasonably determined, it shall be reported in the schedule using the two-digit prefix for the related Federal agency, followed by "UNKNOWN".

    e. To the extent that amounts are passed-through to sub-recipients, a schedule of federal awards provided to sub-recipients will be prepared.

    f. In addition to current year expenditures, the schedule will list approved award/grant amount, accrued/deferred revenue at the beginning of the year, current year cash received, current year actual expenditures, and accrued/deferred revenue at the end of the year. If expenditures were incurred relative to this award in the prior year(s), this amount should be disclosed as memorandum-only.

    g. Any adjustments to prior year awards, expenditures, and balances (including transfers between grants) will be disclosed in the footnotes to the schedule.

    h. Accrued/deferred revenue in the schedule shall agree to the amounts recorded as receivable/deferrals in the related financial statements.

    i. To the extent that a separate line item is included in the financial statements for Federal revenue, this amount shall agree to expenditures in the schedule. Any reconciling items will be disclosed in the footnotes to the schedule.

Additional Federal Awards Compliance Requirements

A number of the Federal awards received by the city are passed-through the State of Minnesota. Management will consider both the OMB UGG - Uniform Grant Guidance Compliance Supplement and any applicable compliance requirements as set forth by the State of Minnesota.

General Information

Source of Information – Each year the Federal government (Office of Management and Budget) issues a comprehensive document on the compliance requirements each grant recipient is obligated to follow in general terms, along with program-specific guidance on various grant awards. There are 12 compliance requirements identified, each of which is considered individually in this manual.

The following pages document the policies and procedures of the city related to compliance with such procedures, as applicable. In each year that the city is subject to a single audit, applicable compliance requirements are expected to be tested in detail by the city's independent auditors.

Objectives – The objectives of most compliance requirements are generic in nature. While the criteria for each program may vary, the main objective of the compliance requirement is relatively consistent across all programs. As such, the policies and procedures of the city have been based on the generic sense of the compliance requirement. For selected compliance requirements, this manual addresses the specific regulations applicable to individual grants. This is not intended to imply that a program is not subject to such policies if it is not specifically mentioned here. It is the intention of the city that all Federal awards are subject to the following policies and procedures.

Controls over Compliance – In addition to creating policies and procedures over compliance with provisions of Federal awards, the city has implemented internal controls over such compliance, generally in the form of administrative oversight and/or independent review and approval. In order to document these control activities, all independent reviews must be signed/initialed and dated.

Documentation – The city will maintain adequate documentation to support both the compliance with applicable requirements as well as internal controls over such compliance. This documentation will be provided to the city's independent auditors and/or pass-through grantor agencies, as requested, during the single audit and program audits.

Activities Allowed/Un-allowed and Allowable Costs/Cost Principles

Source of Governing Requirements – The requirements for activities allowed or un-allowed are contained in program legislation, Federal awarding agency regulations, and the terms and conditions of the award. The requirements for allowable costs/cost principles are contained in the A-102 Common Rule (§ .22), OMB Circular A-133 (2 CFR section 215.27), program legislation, Federal awarding agency regulations, and the terms and conditions or the award.

In order to ensure compliance with these requirements, the city has implemented the following policies and procedures:

1. All grant expenditures will be in compliance with OMB Circular 2 CFR 200, Subpart E, State law, city policy, and the provisions of the grant award agreement, which will also be considered in determining allowability. Grant funds will only be used for expenditures that are considered reasonable and necessary for the administration of the program.

2. Grant expenditures will be approved by department heads/program managers initially through the purchasing process and again when the bill or invoice is received. This will be evidenced by signature or initials and date on the invoice or by an approval documented via email. Accounts payable disbursements will not be processed for payment by the Finance Department until necessary approval has been obtained.

3. Payroll costs will be documented in accordance with OMB Circular A-87 as described in the section of this manual titled "Payroll and Timekeeping".

4. An indirect cost rate will only be charged to the grant to the extent that it was specifically approved through the grant budget/agreement. When allowable, indirect costs will be charged based on the *Cost Allocation Plan* of the city.

Cash Management

Source of Governing Requirements – The requirements for cash management are contained in the A-102 Common Rule (§ .21), OMB Circular A-133 (2 CFR section 215.22), program legislation, Federal awarding agency regulations, and the terms and conditions or the award.

In order to ensure compliance with these requirements, the city has implemented the following policies and procedures:

1. Substantially all of the city's grants are awarded on a reimbursement basis. As such, program costs will be expended and disbursed prior to requesting reimbursement from the grantor agency.

2. Cash draws will be initiated by the Engineer who will determine the appropriate draw amount. Documentation of how this amount was determined will be retained and signed/dated.

3. The physical draw of cash will be processed through SWIFT (Minnesota's State-wide Integrated Financial Tools payment system) or through the means prescribed in the grant agreement.

4. Supporting documentation from SWIFT or a copy of the cash draw paperwork will be filed along with the approved paperwork described above and retained for audit purposes.

Eligibility

Source of Governing Requirements – The requirements for eligibility are contained in program legislation, Federal awarding agency regulations, and the terms and conditions of the award.

1. Federal grants will only benefit those individuals and/or groups of participants that are deemed to be eligible.

Equipment and Real Property Management

Source of Governing Requirements – The requirements for equipment are contained in the A-102 Common Rule (§ .32), OMB Circular A-133 (2 CFR section 215.34), (34 CRF section 74.34), program legislation, Federal awarding agency regulations, and the terms and conditions of the award.

The following policies and procedures will also be applied, to the extent that they do not conflict with or contradict any existing Council policies:

1. All equipment will be used in the program for which it was acquired or, when appropriate and allowable, other Federal programs.

2. When required, purchases of equipment will be pre-approved by the grantor or pass-through agency. The Finance Director, or designee will be responsible for ensuring that equipment purchases have been previously approved, if required, and will retain evidence of this approval.

3. Equipment records will be maintained and an appropriate system shall be used to safeguard equipment, as described in the city's separate Capital Asset policy. Equipment should be assigned to a program and physical location on the inventory. If such equipment is moved, it will be noted and adjusted in the city's capital assets records.

4. When equipment is no longer needed for a Federal program, it may be retained or sold with the Federal agency having a right to a proportionate amount of the current fair market value. Proper sales procedures shall be used that provide for competition to the extent practicable and result in the highest possible return.

   Procedures for Disposition of Equipment:

   a. The city will keep, sell, or otherwise dispose of the equipment with no further obligation unless disposal requirements are specifically detailed in the grant.
   b. A record of the date, reason, and method of disposal or sale will be maintained with the equipment inventory.

   Equipment purchased will be identified and kept in a capital asset listing. An equipment listing shall be maintained that includes the following:

   1. Asset number and description of the equipment
   2. Location of the equipment
   3. Depreciation method & years of expected life
   4. Acquisition date
   5. Cost of the equipment
   6. Equipment classification (land, building, equipment, etc.)
   7. Make, Model, & Serial number or other identification number
   8. Vendor and invoice number to purchase equipment
   9. Disposition data including date and sale price of the equipment

A physical inventory of the property will be conducted periodically, and the results will be reconciled with the capital asset listing. A control system will be developed to ensure adequate safeguards to prevent loss, damage, or theft of the property. Any loss, damage, or theft will be investigated.

Maintenance procedures are in place to keep the equipment in good condition.

Matching, Level of Effort and Earmarking

Source of Governing Requirements – The requirements for matching are contained in the A-102 Common Rule (§ .24), OMB Circular A-133 (2 CFR section 215.23), program legislation, Federal awarding agency regulations, and the terms and conditions of the award. The requirements for level of effort and earmarking are contained in program legislation, Federal awarding agency regulations, and the terms and conditions of the award.

The city defines “matching”, “level of effort”, and “earmarking” consistent with the definitions of the OMB UGG - Uniform Grant Guidance Compliance Supplement:

Matching or cost sharing includes requirements to provide contributions (usually non-Federal) or a specified amount or percentage of match Federal awards. Matching may be in the form of allowable costs incurred or in-kind contributions (including third-party in-kind contributions).

Level of effort includes requirements for (a) a specified level of service to be provided from period to period, (b) a specified level of expenditures from non-Federal or Federal sources for specified activities to be maintained from period to period, and (c) Federal funds to supplement and not supplant non- Federal funding of services.

Earmarking includes requirements that specify the minimum and/or maximum amount of percentage of the program’s funding that must/may be used for specified activities, including funds provided to sub- recipients. Earmarking may also be specified in relation to the types of participants covered.

In order to ensure compliance with these requirements, the city has implemented the following policies and procedures:

1. Compliance with matching, level of effort, and earmarking requirements will be the responsibility of the Finance Director.

2. Adequate documentation will be maintained to support compliance with matching, level of effort, and earmarking requirements. Such information will be made available to city administration, auditors, and pass-through or grantor agencies, as requested.

3. Maintenance of effort for grants through the State Minnesota will be determined at the State level.

Period of Performance

Source of Governing Requirements – The requirements for period of performance of Federal funds are contained in the A-102 Common Rule (§ .23), OMB Circular A-133 (2 CFR sections 215.28 and 215.71), program legislation, Federal awarding agency regulations, and the terms and conditions of the award.

In order to ensure compliance with these requirements, the city has implemented the following policies and procedures:

1. Costs will be charged to an award only if the obligation was incurred during the funding period (unless pre-approved by the Federal awarding agency or pass-through grantor agency).

2. All obligations will be liquidated not later than 90 days after the end of the funding period (or as specified by program legislation).

3. Compliance with period of performance requirements will initially be assigned to the individual approving the allowability of the expense/payment. This will be subject to review and approval by the Finance Department as part of the payment processing.

Procurement, Suspension and Debarment

Source of Governing Requirements – The requirements for procurement are contained in the A-102 Common Rule (§ .36); OMB Circular A-133 (2 CFR sections 215.40 through 215.48), program legislation, Federal awarding agency regulations, and the terms and conditions of the award. The requirements for suspension and debarment are contained OMB guidance in 2 CFR part 180, which implements Executive Orders 12549 and 12689, Debarment and Suspension; Federal agency regulations in 2 CFR implementing the OMB guidance; the A-102 Common Rule (§.36); OMB Circular A-133 (2 CFR section 215.13); program legislation; Federal awarding agency regulations; and the terms and conditions of the award.

In order to ensure compliance with these requirements, the city has implemented the following policies and procedures:

1. Purchasing and procurement related to Federal grants will be subject to the general policies and procedures of the city (described in the section of this manual titled “Purchasing and Procurement”).

2. Contract files will document the significant history of the procurement, including the rationale for the method of procurement, selection of the contract type, contractor selection or rejection, and the basis of contract price.

3. The Finance Director will be responsible for determining whether the city is entering into a transaction that may be subject to suspension or debarment procedures and executing appropriate oversight and control activities at that time.

Program Income

Source of Governing Requirements – The requirements for program income are found in the A-102 Common Rule (§.21 (payment) and §.25 (program income)); OMB Circular A-133 (2 CFR section 215.2 (program income definition), 2 CFR section 215.22 (payment), and 2 CFR section 215.24 (program income)), program legislation, Federal awarding agency regulations, and the terms and conditions of the award.

In order to ensure compliance with these requirements, the city has implemented the following policies and procedures:

1. Program income will include (but will not be limited to): income from fees for services performed, the use or rental of real or personal property acquired with grant funds, the sale of commodities or items fabricated under a grant agreement, and payments of principal and interest on loans made with grant funds. It will not include interest on grant funds unless otherwise provided in the Federal awarding agency regulations or terms and conditions of the award.

2. The city will allow program income to be used in one of three methods:

    a. Deducted from outlays
    b. Added to the project budget
    c. Used to meet matching requirements

    In the absence of specific guidance in the Federal awarding agency regulations or the terms and conditions of the award, program income shall be deducted from program outlays.

3. Program income, when applicable, will be accounted for as a revenue source in the same project code as the Federal grant.

Sub-recipient Monitoring

The city will ensure that every sub-award is clearly identified to the sub-recipient as a sub-award and includes the following information at the time of the sub-award and, if any of these data elements change, include the changes in subsequent sub-award modification. Required information includes:

1. Federal Award Identification.
    a. Sub-recipient name (which must match the name associated with its unique entity identifier);
    b. Sub-recipient's unique entity identifier;
    c. Federal Award Identification Number (FAIN);
    d. Federal Award Date (see §200.39 Federal award date) to the recipient by the Federal agency;
    e. Sub-award Period of Performance Start and End Date;
    f. Amount of Federal Funds Obligated by this action by the pass-through entity to the sub-recipient;
    g. Total Amount of Federal Funds Obligated to the sub-recipient by the pass-through entity including the current obligation;
    h. Total Amount of the Federal Award committed to the sub-recipient by the pass-through entity;
    i. Federal award project description, as required to be responsive to the Federal Funding Accountability and Transparency Act (FFATA);
    j. Name of Federal awarding agency, pass-through entity, and contact information for awarding official of the Pass-through entity;
    k. CFDA Number and Name; the pass-through entity must identify the dollar amount made available under each Federal award and the CFDA number at time of disbursement;
    l. Identification of whether the award is R&D; and
    m. Indirect cost rate for the Federal award (including if the de minimis rate is charged per §200.414 Indirect (F&A) costs).

Special Tests and Provisions

In order to ensure compliance with these requirements, the city has implemented the following policies and procedures:

1. The Finance Director will be assigned the responsibility for identifying financial-related compliance requirements for special tests and provisions, determining approved methods for compliance, and retaining any necessary documentation. Program-related compliance requirements will be the responsibility of the department administering the grant.

City Council Approval: December 8, 2020

Section 1. Purchasing Guidelines

1.1 Policy Statement

The goal of the Purchasing Policy is to ensure that all purchases are consistent and comply with applicable Federal, State and local statutes, laws, codes, ordinances and rules; to establish internal controls; to maintain the appropriate documentation and to ensure the best value for the public money. This Purchasing Policy will be used for all purchases made by the City of Ramsey.

All City of Ramsey employees and elected officials shall comply with this policy. Contacts made contrary to this policy may be voidable.

1.2 Authorization

The purchasing policies of the City of Ramsey are established by the City Council under the City Charter (Section 6.4), the City Code and state statute. City funds may only be spent for purposes that are expressly or implicitly authorized by statutes or the City's charter and must be for a public purpose.

- Roles and Responsibilities:
    - The City Council is responsible for ensuring proper accountability of the public funds entrusted to the City and establishing procurement controls necessary for the City to operate efficiently.
    - The City Administrator is responsible for overseeing the City operations. Ensuring proper accountability of the public funds entrusted to the City of Ramsey and preserving the procurement controls necessary for the City to operate efficiently.
    - Department Heads/Managers are responsible for adherence to the procurement policy and procedures.
    - Department Supervisors will be responsible for ensuring their employees are trained in proper procurement procedures, reviewing and approving requisitions and procurement card purchases and the proper planning of procurements. Supervisors are responsible for the proper administration and monitoring of payments and the performance of all contracts.
    - City employees at all levels including elected officials shall be held accountable for compliance with the purchasing policy.

1.3 Budget

Under state statute and City Charter, the annual adoption of the Budget shall constitute City Council appropriations for the year. Budgetary control shall be exercised at department and fund levels. The City Administrator shall identify Department Heads or other staff who shall be responsible for each fund or department in the annual budget. These individuals shall be responsible for compliance with the annual budget and for all expenditures related to their respective departments.

The City of Ramsey will adhere to MN Statute 471.345: Uniform Municipal Contracting Law and the following methods of procurement shall be adhered to:

1.4 Quick Reference Budget Approval Guide

VALUE OF PURCHASE	QUOTATIONS NEEDED	APPROVAL BY	APPROVALS REQUIRED
Less than $100	None	Department Head City Administrator City Council	Yes No Yes-Annual Budget Adoption
$101-$5,000	Departmental Discretion	Department Head City Administrator City Council	Yes No Yes-Annual Budget Adoption
$5,001-$25,000	Two Written Quotes City Administrator Discretion	Department Head City Administrator City Council	Yes Yes Yes-Annual Budget Adoption
$25,000-$100,000	Two Written Quotes or RFP's or Sealed Bids	Department Head City Administrator City Council	Yes Yes Yes
Greater than $175, 000	Sealed Bids	Department Head City Administrator City Council	Yes Yes Yes
Any Federal Dollars	**Purchaser must consult City Policies and Procedures for Federal Grants Administration**	Department Head City Administrator City Council	Yes-Conformity with regulations Yes-Sign applicable agreement(s) Yes-Authorize agreement(s)

See Also Section 4: Purchasing Alternatives Below for Further Detail

- When time is of the essence, the City Administrator is authorized to sign for the purchase of any item or combination of items not included in the budget in an amount not to exceed Five Thousand Dollars ($5,000) provided a budget amendment is prepared for Council approval at the next regularly scheduled Council Meeting.

NOTE: If a Cooperative Purchasing Agreement is in place (non-construction related contracts only), quotations are not needed.

Section 2: Purchasing Practices

2.1 Ethics/Relations with Vendors

The City of Ramsey holds its employees to the highest ethical standards. Purchases shall be conducted so they foster public confidence in the integrity of the city's procurement system, and open and free competition among prospective suppliers. In keeping with this value, employees should avoid the following practices when making purchases on behalf of the City:

Circumventing competitive bidding requirements.
Examples of this include:

- Splitting purchases so that they can be made through several small purchases.
- Using the emergency procedure process when no true emergency exists.
- Using a 'sole source' exemption when competition is available.

Denying one or more vendors the opportunity to bid on a contract when they have no history of default or failure in performance.
Examples of this include:

- Using unreasonably restrictive specifications.
- Pre-qualifying bidders on a discriminatory basis.
- Removing companies from a bidders list without just cause.
- Requiring unnecessary high bonding.

Giving favored vendors an unfair advantage.
Examples of this include:

- Providing vendors with non-public information regarding their competition's offer in advance of a bid opening.
- Making information available to favored vendors and not to others.
- Giving un-favored vendors inaccurate or misleading information.

Accepting gifts from vendors.

- Minnesota Statutes 471.895 prohibits government employees from receiving gifts except where they are included as part of the cost of a product, good or service provided (such as a meal provided as part of a conference).

Section 3: Decentralized Purchasing

The City of Ramsey has a decentralized purchasing program, meaning that each department is responsible for making its own purchases of materials and services for their operation. Individual departments are generally responsible for making their own purchases in order to support flexibility and discretion of purchasing and project management with the aid of expertise at the department level. Such items as office supplies, paper products and other general supplies that are used throughout the City will be centrally assigned to one department for purchase. The responsibility lies within each department to obtain bid or quotes, maintain records of bids or quotes, prepare purchase orders, receive deliveries and approve invoices for payment.

3.1 Conflicts of Interest

All city employees who are involved in the solicitation and approval process for a contract, or the management or supervision of a contract if awarded, shall notify his/her supervisor as soon as the employee realizes that he/she is closely related to any owner, director, officer or principal in a closely held business entity or has an interest in the business entity that has submitted a bid or is awarded a contract.

The City shall have the sole discretion to determine whether there is an actual conflict of interest or an appearance of a conflict of interest. If it is determined that there is only an appearance of a conflict of interest, that employee shall be precluded from participating in the contract solicitation and approval process, and in appropriate situations from the management and/or supervision of the performance of the contract. If there is an actual conflict of interest, the City shall determine whether a contract can be awarded to and performed by the proposed contractor in such a manner as to avoid the actual conflict of interest.

The officers, employees, and agents of the City must neither solicit nor accept gratuities, favors, or anything of monetary value from contractors or parties to subcontractors.

3.2 Sales Tax Exemptions

Most City purchases are exempt from State sales tax. Vendors should be notified of this exemption when making a purchase and each vendor should be provided a Certificate of Exemption (ST3 Form).

Section 4: Purchasing Alternatives

4.1 Uniform Municipal Contracting Law, Chapter 471.345

It shall be the policy of the City of Ramsey that the Uniform Municipal Contracting Law, Minnesota Statutes Chapter 471.345 shall be the policy of the city. Changes in this law will automatically become the policy of the city. City policy may be more restrictive then State Law, but may not be less restrictive. Records of quotes and bids shall be retained for at least one year after the completion of the contract or purchase or until the annual audit for the year of purchase is completed, whichever is longer. For construction projects that are competitively bid, responsible contractor laws must be followed which require contractors to meet certain minimum criteria to be eligible to be awarded a construction contract.

4.2 Sealed Bids/Major Purchases (See League of MN Cities Information Memo Entitled Competitive Bidding Requirements in Cities)

- A formal sealed bid procedure is required for all purchases in excess of $175,000 except professional services.
- A purchase (contract) that exceeds $175,000 cannot be split into several smaller purchases (contracts) to avoid the sealed bid process.
- City Council approves all bids and specifications.
- A published notice is required in the official city newspaper at least ten days in advance of the bid opening. The notice may also be published on the city's official website or in a recognized trade journal.
    - A public construction project that exceeds $50,000 must meet the Responsible Contractor Requirements (Minn Statute 16C.285)
- All bid openings are to be administered by the City Administrator and/or the originating department.
- The preparation of all specifications are to be the responsibility of the City Administrator and/or the originating department.
- Required authorization for plans and specifications is the responsibility of the City Administrator and/or the originating department.
- The City Council must formally approve the bid contract.
- The City will follow state laws for contractors bonds which are required for projects as stated in MN Statutes 574.26.

4.3 Quotes/Intermediate Purchases

If a purchase is estimated to exceed $25,000 but not to exceed $175,000, the purchase may be made either by sealed bids or by direct negotiation based upon quotations. If a purchase is made in this range, staff members are required to obtain at least two written quotes and the quotations must be kept on file for at least one year. All such quotes must be forwarded to the Finance Department with the purchasing documents.

If a purchase is estimated to be $25,000 or less, the purchase may be made by either obtaining quotations or by buying the item directly on the "open market". If the quotation option is chosen, at least two quotes will be obtained and forwarded to the Finance Department with the purchasing documents.

4.4 Other Contracts:

Pertaining to such contracts as professional, personnel, technical services, noncompetitive, or unique contracts which are not defined under MN Statute 471.345.

Contracts under this category shall be made as follows:

- Through a competitive solicitation process (such as a request for proposals) when practicable, or
- By direct negotiation in the open market, or
- Through the State of Minnesota Cooperative Purchasing Venture (CPV).

The city retains outside professional services in the area of:

- Legal
- Planning
- Auditing
- Assessing
- Engineering
- Banking
- Towing

Those contracts for professional services which are included in the City's General Fund Budget will be approved annually with formal adoption of the City's Budget.

4.5 Request for Proposals (RFP)

- RFP's will generally be used to solicit proposals for professional services.
- An RFP will automatically be solicited for those services that exceed a City cost of $15,000 or have a value to the solicitor in excess of $15,000.
- An RFP will be solicited every three to five years. City Council may, at its discretion, formally extend a current standard services contract upon the recommendation of city staff.
- Authorization by City Council will be given to staff to issue a RFP.
- All RFP's will be advertised in the city's official newspaper and on the city's official website.
- City Council must formally approve the proposal.
- Typical information to address in RFP's includes:
    - Background and scope of the project.
    - The project's budget to ensure that the proposals stay within that range.
    - Proposal requirements should include adequate information to allow for proper review and evaluation including:
        - Description of firm and qualifications, including any specialized experience related to the project.
        - A list of similar projects the firm has completed.
        - Project timetables including: estimate of hours, breakdown of hours by phase, and the city's expectation for a completion date.
        - Designation of a firm principal who will be in charge of the project.
        - Statement that either no subcontractors are allowed or that all subcontractors will be identified and are subject to the city's approval.
        - Estimate of cost to provide the service, outline of fee schedule and payment schedule.

- Description of city's selection process.
- City's evaluation criteria which typically may include:
    - Quality and thoroughness of the proposal.
    - Similar past experience and/or expertise.
    - References.
    - Cost estimate
- The following statement must be included: The city reserves the right to reject any and all proposals, waive all technicalities and accept any proposal deemed to be in the city's best interest.
- Submit deadline: date, time, project name, and addressee.
- Statement: "Proposers are solely responsible for delivery of their proposals to the city before the deadline. Any proposal received after the deadline will not be considered and will be returned."
- Information about where questions should be directed.

NOTE: Staff should make sure that all proposers are given the same information.

Attach a copy of the agreement proposed to be used for the project, including the city's insurance certificate. The agreement includes provisions to which the firm must agree, so it is important that they see the agreement up front. It is suggested that the RFP be submitted to the city attorney for review prior to distribution.

4.6 Emergency Purchases

Under Minnesota's Emergency Management Act, the city has the authority to enter into contracts during an emergency without following many normally required procedures. An emergency is defined as "an unforeseen combination of circumstances that calls for immediate action to prevent a disaster from developing or occurring". A disaster is "a situation that creates an actual or imminent serious threat to the health and safety of persons, or a situation that has resulted or is likely to result in catastrophic loss to property or the environment, and for which traditional sources of relief and assistance within the affected area are unable to repair or prevent the injury or loss".

During an emergency or disaster, the City Council may waive compliance with the time-consuming procedures or formalities concerning:

1. The performance of public work
2. Contracting
3. Incurring obligations
4. Renting equipment
5. Purchasing supplies and materials

Emergency purchases will only be allowed when the mayor issues a proclamation declaring an emergency, and the steps listed in Minn Statute 12.29 are completed.

4.7 Cooperative Purchasing Agreements

Where a purchase contract has been awarded by the State of Minnesota, another local government, a cooperative of local governments, or a federal agency in compliance with applicable State Statutes, and where it is legally permissible for the City of Ramsey to participate, a purchase may be though the vendor named in that contract without advertising for bids or obtaining quotes.

4.8 Funding Source Requirements

Many projects are funded by federal and/or state agencies, or other governmental units that provide for specific procurement methods. Often these funding sources require that the City use a competitive procurement process for all contracts regardless of the dollar amount. It shall be the responsibility of the department head, manager, supervisor and/or employee initiating the contract request to make the Finance Director aware of the funding source and any specific procurement methods required thereby. At a minimum, the City shall comply with the procurement process mandated by the funding source.

All purchases which are federally funded require full and open solicitation if valued in excess $3,000 (or $2,000 if Davis Bacon Act is required). When procuring such contracts, the City shall comply with the procedures prescribed by the Code of Federal Regulations (CFR) Part 200.

All federal funds expended will be reconciled against adopted budget for each Federal Award.

4.9 Credit Card Use

According to Minn. Statute 471.382, the City Council may authorize the use of a credit card by any city officer or employee otherwise authorized to make a purchase on behalf of the city.

Authority for Credit Card Holder

City staff having authority to make certain purchases will be eligible credit cardholders. A department director may request a credit card for city authorized purchasers when there is a demonstrated efficiency to be gained. The Assistant Finance Director must review and approve each request before the card is issued. Before any credit card is issued, the authorized cardholder will be required to acknowledge and agree to the terms of use by signing the form entitled "Terms of the City of Ramsey Purchasing Card".

The department director is responsible for notifying the Assistant Finance Director when any changes occur to the cardholder's status.

Types of Purchases Allowed by Credit Card

A purchase by credit card must comply with all statutes, rules, and city policies applicable to city purchases. Specifically:

1. All purchases must be made by the authorized card holder
2. All credit card purchases must comply with the city's Purchasing Policy guidelines for quotes and bids
3. All expenditures must be within the limits established by the department budget.

Types of Purchases Prohibited

Use of a city credit card is prohibited for the following purchases:

1. Personal purchases of any kind
2. Alcoholic Purchases of any kind

If a city employee makes a purchase by credit card that is inconsistent with this policy and/or is not approved by the Council, the employee is personally liable for the amount of the purchase.

Procedures and Documentation

Finance will receive the monthly bill and respective cardholder will receive a copy of the monthly statement of charges. The cardholder is responsible for obtaining and attaching detailed invoices and receipts for all charges on the statement and provide a public purpose/description of the expense and submit all of the documentation to

the department director or designee by the due date. Payment will be made if the billing matches all completed credit card invoices and receipts.

4.10 Public Purpose Expenditures

Pursuant to the statutes and laws of the State of Minnesota which regulate the expenditure of public funds for public purposes, The Ramsey City Council believes it is necessary and appropriate to provide assistance and guidelines to the officials, employees, and representatives of Ramsey to aid in the determination of when public funds may be spent for a public purpose.

To provide that assistance and guidance the Ramsey City Council adopted Resolution #06-11-369 Discretionary Expenditures Policy that outlined the following items that are deemed to meet the City Council definition of public purpose expenditures:

Meals and Refreshments:

1. Meals are allowed as part of a city business meeting in which the character of the meeting would involve predominantly non-city employees.
2. When they are part of a breakfast/lunch/dinner meeting for official city business when it is the only practical time to meet and when it involves non-city employee participants (i.e. business developers or business representatives). Only the expenses incurred by city employee(s) may be reimbursed. The City Administrator is allowed some discretion regarding expenditures for meals as per the personnel policy.

3. When they are part of the structured agenda for an offsite conference, workshop, seminar, training session, or meeting in which the City Administrator or a department director has authorized the employee to attend for training and development purposes (this does not include routine staff meetings).

4. All meetings shall be scheduled to minimized inclusion of meals. At meetings of a minimum length of five hours consisting primarily of city employees when the refreshment and/or meals are an integral part of the event and are necessary to sustain the flow of the meeting, and if the meeting is one of the following:
    a. A department-wide annual staff meeting for employees; or
    b. A non-routine organization-wide staff meeting for all managers and/or supervisors; or
5. During official meetings of the City Council
6. A dinner meal for staff during performance of election-related duties on Election Day.

Recognition Events/Purchases:

1. The City Administrator may authorize modest expenditures for food and refreshments for the following employee events, each of which shall not take place more than once per year:
    a. Annual Employee Breakfast
    b. Annual Employee Luncheon
    c. Other Recognition Events that may arise.

Special Events:

1. Special events such as Happy Days, National Night Out, the Volunteer Recognition event and other events that involve or invite participation by the general public. These events and any city expenditures for them require prior specific approval by the City Council and also include city expenditures for participation fees, donated gifts, door prizes, etc.

Community and Business Relations:

1. The City recognizes the importance of establishing and maintaining a positive image with the business and civic community. Participation in certain periodic or annual events is a necessity to maintain a positive image. Annual dinners or galas, or golf tournaments that are sponsored by an organization that the City has a business or community relationship with are examples of business and civic community events (i.e. Chambers of Commerce and other community partners).
    a. The City Administrator will coordinate participation at such events to ensure representation and ensure that duplication is avoided for purposes of cost containment.
    b. The City Administrator will review on an annual or semi-annual basis upcoming events to discuss attendance and representation at business and community events.
    c. The City Council will annually establish a maximum amount of community and business relation expenses by an affirmative approval.

Alcoholic Beverages:

1. The purchase of alcoholic beverages is not allowed.

Clothing and other Sundry Items:

1. Employees may receive T-shirts, and other sundry items of nominal value ($5.00) when these items are made available to the general public or if these items are determined by the City Administrator to be important to the successful involvement of employees in special city-sponsored or city-supported

2. Sponsored events (i.e. National Nite Out, Happy Days, etc.). Employees may be supplied with uniforms, clothing, boots and other gear necessary for the performance of their job as per the City of Ramsey Personnel Policy or applicable labor agreements.

4.11 Legal Compliance

All City purchases, sales, rental, leases and other agreements shall comply with applicable statutes, laws and regulations.

- All contracts are subject to final approval as to form by the City Attorney.

- All contracts shall be in writing, unless the City Attorney advises that a formal written contract is not required.

- Employees may be personally responsible for the cost of a purchase made in violation of the purchasing policy and may result in the disciplinary action up to and including termination of this employment.

Section 5: Payment

The City of Ramsey uses various processes in making payments for goods and services.

5.1 Standard Purchase Orders

Purchase orders are used when required by the vendor to acknowledge the City's request for goods and services. A copy of the purchase order will be sent to the vendor when requested.

- Obtain purchase order numbers from Finance Department.
- The completed purchase order will be attached when invoice is received and submitted to respective department to authorize payment.

5.2 Check Requests/Immediate Pay

The Finance Department policy is for bills to be paid from the accounts payable bills list submitted bi-weekly to City Council for approval. For certain exceptions, check requests/immediate pay may be used under the following guidelines:

- Immediate pay is for payments that need to be made prior to Council meeting approval date. Such items include taking advantage of discounts, avoiding late charges, purchases requiring payment with order, etc.
- Immediate pay checks will be issued upon one day notice. Exceptions to the one day notice is for investments and emergency purchases.
- Checks will be issued, mailed, or returned to appropriate department.

5.3 Invoices

- Original invoices or electronic copy of original invoice with approval, purchase order, or expense reimbursement forms must be returned to the Finance Department with proper authorization and account coding to be processed on the bills list for City Council approval.

5.4 Account Coding

All requests for payment including invoices, check request, purchase order, or expense reimbursement forms must have an eight digit code to process payment. Responsible Department Head will indicate the fund/department and object number from which payment will be expensed. Reference should be made to departmental budget(s) for department and object numbers.

5.5 Petty Cash

- Receptionist shall be the custodian of the petty cash.
- Petty Cash shall not exceed $100.00.
- Used for reimbursement to employees for items $20.00 or less for expenditures made on behalf of the City.
- Receipt and/or expense reimbursement form must be submitted with proper departmental authorization obtained prior to reimbursement.

5.6 Payment Processing

- See Section 5.3 Invoices
- Invoices, check request, purchase orders or employee expense reimbursement forms must be submitted to the Finance Department.
- Detailed receipts, stating reason for public purpose expenditure, must be submitted with employee expense reimbursement forms.
- Immediate pays are due to the Finance Department at least one day in advance of the payment day.

- Department Heads must have fund/department and object codes to process payment. Refer to departmental line item budget for proper coding.
- City Council will be given a "bills" list of all prepayments and invoices to be paid for formal approval.
- Checks may not be made out to cash or bearer.

5.7 Electronic Funds Transfer

Electronic Funds Transfer may be required in some cases to complete a business transaction. Electronic funds transfers will only be performed by the Finance Director or the Assistant Finance Director as authorized annually via the resolution entitled "Resolution Authorizing Signatures for Financial Transactions". The city's current banking institution will receive a copy of adopted resolution to keep on file. Electronic funds transfers may be used for payroll related expenditures (federal tax, state tax, PERA, etc), investment purchases, debt service payments and payment of invoices of which need to follow the same guidelines for payment processing in Section 5.6. The Senior Accounting Clerk will initiate any invoice related electronic transfers (Comdata, Home Depot) and Accountant II will initiate Payroll related transfers. All initiated transfers will be approved by Finance Director or Asst. Finance Director. Electronic Fund transactions will be submitted Bi-weekly to city council as part of the regular accounts payable bills list.

5.8 Employee Expense Reimbursement

Employee expense forms are required for reimbursement to employees of city-related expenses on a bi-monthly basis. All employee expense forms must contain proper account codes, department approval, and detailed receipts must be attached where applicable.

Section 6: Capital Outlay and Fixed Assets

6.1 Capitalization Threshold

Capital outlay purchases are for items costing more than $10,000, are a tangible asset, and have a life expectancy of more than one year. These items must be included in each department budget. It should be noted that sales tax (if applicable) must be included as a cost of the item purchased when determining if the purchase is a capital outlay item.

If the individual purchase is greater than $10,000 includes (General Government and Enterprise Fixed Assets) the item is a capital outlay purchase and now should become a recorded fixed asset. The amount to record for that fixed asset would be any charge "to place the asset in its intended location and condition for use." For example: if the city were to purchase a street vehicle, all of the following would be considered part of the cost of that asset: the vehicle, warning lights, decals, sales tax, licensing and any other costs to put the asset into its usable condition.

Capital outlay purchases less than $10,000 are inventory assets. Example of inventory assets: Computers, printers, furniture, cameras.

SECTION 7. SUMMARY

The following is the official summary of Ordinance #16-12 which has been approved by the City Council of the City of Ramsey as clearly informing the public of the intent and effect of the Ordinance.

The Ordinance Repeals the existing City Code Division 2 - Purchasing Sections 2-272 through 2-278 and replaces it with a new division 2 – Purchasing. This division is adopted pursuant to and under the authority of section 6.4 of the City Charter.

SECTION 8. EFFECTIVE DATE

The effective date of this Ordinance is thirty (30) days after its passage and publication, subject to City Charter Section 5.07.

Adopted by the Ramsey City Council the 7th day of November, 2016.

CC Regular Session **5. 8.**

Meeting Date: 12/08/2020

By: Jackie Lipski, Finance

Information

Title

Adopt Resolution #20-287 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of November 19, 2020 through December 2, 2020.

Purpose/Background:

Adopt Resolution #20-287 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of November 19, 2020 through December 2, 2020.

Recommendation:

Staff Recommends to Adopt Resolution #20-287 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of November 19, 2020 through December 2, 2020.

Action:

Motion to Adopt Resolution #20-287 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of November 19, 2020 through December 2, 2020.

Attachments

Bills List 12/8/2020

Resolution 12/8/2020

Form Review

Inbox	Reviewed By	Date
Diana Lund	Diana Lund	12/03/2020 09:24 AM
Kurt Ulrich	Kurt Ulrich	12/03/2020 04:10 PM
Form Started By: Jackie Lipski		Started On: 12/02/2020 02:55 PM
Final Approval Date: 12/03/2020		

CITY OF RAMSEY - FINANCE OFFICE Printed 12/2/2020

RAMSEY CITY COUNCIL MEETING

12/8/2020

BILLS LIST

DISBURSEMENTS TO BE APPROVED THIS MEETING:

DISBURSEMENT TYPE:	SUBMITTED FOR APPROVAL
Purchase Journal:	
Prepaids 11/19/2020-12/02/2020	272,479.02
Accounts Payable 11/19/2020-12/02/2020	131,631.65
Payroll 11/27/2020	241,444.92
Debt Service	494,803.75
Pay Estimates- Projects	2,251,721.13

TOTAL SUBMITTED FOR APPROVAL THIS MEETING
(Invoices Available for Reviewal) $ **3,392,080.47**

DISBURSEMENTS PREVIOUSLY APPROVED AND PAID:	APPROVED PREV. MTG	2020 Y.T.D.
NET PAYROLL TOTAL	$ 177,560.68	$ 4,319,493.41
- CORRECTION TO PAYROLL		
PREPAIDS	445,136.14	8,593,814.95
- PREPAID ADJUSTMENTS		
WIRE TRANSFERS FOR DEBT SERVICE	350,731.25	2,966,859.60
- CORRECTION TO D.S.		
ACCOUNTS PAYABLE INVOICING - PREVIOUS MEETING:		
- BILLS LIST SUBMITTED	221,232.69	5,931,955.02
ADD (DELETE) BILLS LIST SUBMITTED PAY ESTIMATE(S)	1,087,339.29	2,761,114.37
- CHECKS VOIDED	0.00	0.00
TOTAL CASH DISBURSEMENTS PREVIOUSLY APPROVED	$ **2,282,000.05**	$ **24,573,237.35**

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
111611	**11/19/2020**		**100012 ACE SOLID WASTE INC**						
		873.26	SCRAP METAL RECYCLE		104502	6360089	9604.6249		MISCELLANEOUS OPERA
		113.07	FIRE STATIONS NOV 2020		104503	6397337	0220.6374		REFUSE/RECYCLING
		132.36	MISC PW ACCOUNTS		104504	6360090	0311.6374		REFUSE/RECYCLING
		311.06	MISC PW ACCOUNTS		104504	6360090	0452.6374		REFUSE/RECYCLING
		242.80	MISC PW ACCOUNTS		104504	6360090	0194.6374		REFUSE/RECYCLING
		44.12	MISC PW ACCOUNTS		104504	6360090	9601.6374		REFUSE/RECYCLING
		44.12	MISC PW ACCOUNTS		104504	6360090	9602.6374		REFUSE/RECYCLING
		231.68	MISC PW ACCOUNTS		104504	6360090	9604.6249		MISCELLANEOUS OPERA
		44.12	MISC PW ACCOUNTS		104504	6360090	9605.6374		REFUSE/RECYCLING
		2,036.59							
111612	**11/19/2020**		**117985 BENCO EQUIPMENT**						
		119.96	TURNTABLE VALVE		104506	406000543	0311.6249		MISCELLANEOUS OPERA
		119.96							
111613	**11/19/2020**		**118050 CHINA DRAGON**						
		299.00	AD REIMBURSEMENT		104512	111620	9230.6315		MISCELLANEOUS PROFE
		299.00							
111614	**11/19/2020**		**107724 COMCAST**						
		4.70	NOV/DEC 2020 SERVICE		104513	102420	0220.6249		MISCELLANEOUS OPERA
		4.70							
111615	**11/19/2020**		**100111 COMMERCIAL ASPHALT COMPANY**						
		1,476.70	ASPHALT		104514	201115	0311.6225		DIESEL FUEL
		26.91-	DISCOUNT		104514	201115	0311.6225		DIESEL FUEL
		1,449.79							
111616	**11/19/2020**		**118052 JONES, AUSTIN**						
		398.00	WATER EFF GRANT PROG		104520	111920	9601.6436		WATER EFFICIENCY REB
		398.00							
111617	**11/19/2020**		**112959 PREMIUM WATERS INC**						
		55.29	FIRE DEPT- BOTTLED WATER		104516	317789976	0220.6489		OTHER CONTRACTED SE
		32.64	FIRE DEPT- BOTTLED WATER		104517	317827453	0220.6489		OTHER CONTRACTED SE
		87.93							
111618	**11/19/2020**		**117554 RAMSEY STORAGE CENTER**						
		50.00	REFUND BIZ EXPO 2020		104515	111920	9230.6249		MISCELLANEOUS OPERA
		50.00							
111619	**11/19/2020**		**114151 TASC (FEES)**						
		370.50	SEPT 2020 SERVICES		104518	IN1857087	0130.6315		MISCELLANEOUS PROFE
		370.50							
111662	**11/25/2020**		**117922 ADAM PRICE INC**						
		1,500.00	REF ERO ESC 6147 RIVLYN AVE		104532	112520	9804.6433	00117707	REFUNDS
		5,000.00	REF LAND ESC 6147 RIVLYN AVE		104533	112520A	9252.1155.1		MANUAL-ACCOUNTS RE
		6,500.00							
111663	**11/25/2020**		**118069 ANOKA COUNTY KENNEL CLUB**						
		50.00	REFUND ROOM RENTAL FEE		104534	111920	9101.4304		RENTAL FEES - REAL PR
		50.00							
111664	**11/25/2020**		**111377 ANOKA MUNICIPAL UTILITY**						

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
111664	11/25/2020		111377 ANOKA MUNICIPAL UTILITY						Continued.
		48.46	BUNKER LK BLVD/DYSPOSIUM		104535	22-612000-01 OCT 2020	0260.6371		ELECTRIC UTILITIES
		123.17	CTY RD 116/HWY 47 SIGNAL		104536	22-613120-01 OCT 20	0260.6371		ELECTRIC UTILITIES
		88.80	RAMSEY STREET LIGHTS		104537	22-990005-01 OCT 20	9603.6371		ELECTRIC UTILITIES
		62.73	14034 DYSPROSIUM ST		104538	22-610280-00 OCT 20	9603.6371		ELECTRIC UTILITIES
		323.16							
111665	11/25/2020		100297 CENTERPOINT ENERGY						
		1,938.62	7550 SUNWOOD DRIVE		104540	6702493-5 OCT 20	0194.6373		GAS
		128.27	6701 HIGHWAY 10		104541	6011580-5 OCT 20	9410.6373	00041012	GAS
		102.95	14515 E TOWN CENTER DR		104542	8782239-1 OCT 20	9601.6373		GAS
		2,169.84							
111666	11/25/2020		118070 MEYER, JIM						
		197.99	WATER EFF GRANT PROGRAM		104545	112520	9601.6436		WATER EFFICIENCY REB
		197.99							
111667	11/25/2020		100393 PRAIRIE RESTORATIONS INC						
		4,550.00	THE DRAW- WOODY REMOVAL		104543	26521	0452.6489		OTHER CONTRACTED SE
		4,550.00							
111668	12/1/2020		100179 FIRE FIGHTERS RELIEF ASSN						
		742.00			104521	1120201511031	9101.2177		UNION DUES
		742.00							
1001925	11/20/2020		118051 21ST CENTURY BANK						
		70,000.00	BROOKFIELD ADD SEWER/WATER		104501	111920	9601.4606		DEVELOPER FEES (WAC
		70,000.00							
1001926	11/20/2020		113929 BAGNE, JAMES						
		60.00	REID TRAIN- MEALS		104505	111620	0211.6331		TRAVEL & LODGING
		60.00							
1001927	11/20/2020		112663 CAPSTONE HOMES INC						
		1,500.00	REF ERO ESC 15157 QUINTANA		104507	111920	9804.6433	00117755	REFUNDS
		1,500.00	REF ERO ESC 8694 151ST AVE		104508	111920A	9804.6433	00117821	REFUNDS
		1,500.00	REF ERO ESC 8687 151ST AVE		104509	111920B	9804.6433	00117874	REFUNDS
		1,500.00	REF ERO ESC 14987 QUINTANA		104510	111920C	9804.6433	00117726	REFUNDS
		6,000.00							
1001928	11/20/2020		110734 CITY OF RAMSEY						
		49.71	655842131		104511	111820	9601.4651		WATER REVENUE
		199.51	729511		104511	111820	9601.4651		WATER REVENUE
		249.22							
1001929	11/20/2020		100510 VERIZON WIRELESS						
		92.90	OCT/NOV 2020 SERVICES		104519	110120	0280.6323		CELLULAR PHONES
		1,190.04	OCT/NOV 2020 SERVICES		104519	110120	0211.6323		CELLULAR PHONES
		463.15	OCT/NOV 2020 SERVICES		104519	110120	0211.6415		OTHER EQUIPMENT REN

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
1001929	11/20/2020		100510 VERIZON WIRELESS						Continued.
		1,746.09							
1001972	11/27/2020		112663 CAPSTONE HOMES INC						
		1,500.00	REF ERO ESC 15014 TIGER ST NW		104539	112520	9804.6433	00117822	REFUNDS
		1,500.00							
1001973	11/27/2020		100510 VERIZON WIRELESS						
		74.20	OCT- NOV 2020 SERVICES		104544	9866650459	0130.6323		CELLULAR PHONES
		69.20	OCT- NOV 2020 SERVICES		104544	9866650459	0192.6321		TELEPHONE
		212.25	OCT- NOV 2020 SERVICES		104544	9866650459	0191.6323		CELLULAR PHONES
		114.53	OCT- NOV 2020 SERVICES		104544	9866650459	0194.6323		CELLULAR PHONES
		551.58	OCT- NOV 2020 SERVICES		104544	9866650459	0220.6323		CELLULAR PHONES
		110.82	OCT- NOV 2020 SERVICES		104544	9866650459	0240.6323		CELLULAR PHONES
		200.59	OCT- NOV 2020 SERVICES		104544	9866650459	0301.6323		CELLULAR PHONES
		239.72	OCT- NOV 2020 SERVICES		104544	9866650459	0311.6323		CELLULAR PHONES
		254.54	OCT- NOV 2020 SERVICES		104544	9866650459	0452.6323		CELLULAR PHONES
		325.77	OCT- NOV 2020 SERVICES		104544	9866650459	9601.6323		CELLULAR PHONES
		2,153.20							
1001974	12/2/2020		100257 LAW ENFORCEMENT LABOR SRV INC						
		806.00			104368	1112201416052	9101.2177		UNION DUES
		806.00			104552	1125201416402	9101.2177		UNION DUES
		1,612.00							
1001975	12/2/2020		100298 MN AFSCME COUNCIL 5						
		540.75			104369	1112201416053	9101.2177		UNION DUES
		540.54			104553	1125201416403	9101.2177		UNION DUES
		1,081.29							
90582323	11/27/2020		100398 PUBLIC EMPLOYEES RETIREMENT ASSN						
		82.73			104526	1124201414211	9101.2174		PERA-EMPLOYEE
		82.73			104527	1124201414212	9101.2183		PERA-EMPLOYER
		27,708.09			104554	1125201416404	9101.2174		PERA-EMPLOYEE
		37,872.57			104555	1125201416405	9101.2183		PERA-EMPLOYER
		65,746.12							
91310067	11/27/2020		101306 IRS						
		392.34			104523	1120201511033	9101.2171		FEDERAL WITHHOLDING
		2,120.50			104524	1120201511034	9101.2173		FICA & MEDICARE-EMPL(
		2,120.50			104525	1120201511035	9101.2182		FICA & MEDICARE-EMPL(
		300.00			104529	1124201414214	9101.2171		FEDERAL WITHHOLDING
		205.46			104530	1124201414215	9101.2173		FICA & MEDICARE-EMPL(
		205.46			104531	1124201414216	9101.2182		FICA & MEDICARE-EMPL(
		32,797.17			104557	1125201416407	9101.2171		FEDERAL WITHHOLDING
		14,134.42			104558	1125201416408	9101.2173		FICA & MEDICARE-EMPL(
		13,828.44			104559	1125201416409	9101.2182		FICA & MEDICARE-EMPL(
		66,104.29							
95118112	11/27/2020		100601 MN DEPT OF REV WH						
		398.23			104522	1120201511032	9101.2172		STATE WITHHOLDING
		50.00			104528	1124201414213	9101.2172		STATE WITHHOLDING
		13,548.11			104556	1125201416406	9101.2172		STATE WITHHOLDING
		13,996.34							
98112720	11/27/2020		115568 ALERUS FINANCIAL NA						

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
98112720	11/27/2020		115568 ALERUS FINANCIAL NA						Continued.
		3,516.33			104551	11252014164014	9101.2176		LIFE/HEALTH-EMPLOYEE
		79.17			104551	11252014164014	9101.2176		LIFE/HEALTH-EMPLOYEE
		3,595.50							
99112720	11/27/2020		107962 TOTAL ADMINISTRATIVE SERVICE CORP						
		1,778.51			104547	11252014164010	9101.2176		LIFE/HEALTH-EMPLOYEE
		1,778.51							
99241120	11/27/2020		114486 SUN LIFE ASSURANCE COMPANY OF CANADA						
		880.59			104364	11122014160511	9101.2176		LIFE/HEALTH-EMPLOYEE
		877.41			104548	11252014164011	9101.2176		LIFE/HEALTH-EMPLOYEE
		917.81	LTD Prem Nov		104548	11252014164011	9101.2170		DENTAL/DISABILITY/LIFE
		2,675.81							
99275536	11/27/2020		114790 GREAT WEST LIFE AND ANNUITY INS CO						
		8,475.34			104549	11252014164012	9101.2175		DEFERRED COMPENSAT
		8,475.34							
99279326	11/27/2020		114790 GREAT WEST LIFE AND ANNUITY INS CO						
		4,437.44			104550	11252014164013	9101.2176		LIFE/HEALTH-EMPLOYEE
		4,437.44							
99443207	11/27/2020		100223 ICMA RETIREMENT TRUST 457						
		1,918.41			104546	1125201416401	9101.2175		DEFERRED COMPENSAT
		1,918.41							
		272,479.02	Grand Total						

Payment Instrument Totals

Checks	19,349.46
EFT Payments	168,727.76
A/P ACH Payment	84,401.80
Total Payments	272,479.02

Payment Group Control Number	3135		
Bank Account	999.1010	CASH IN BANK	00002224
Version	LOGIS004V		
Originator	JLIPSKI		
Payment Instrument	Check Payment		
Pay Through Date	12/31/2020		

Payee Number	Name / Mailing Address	Stub Message	Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount
102953	AMERIGAS OF ANOKA	PROPANE GAS	PV	104561	001	09101	11/19/2020	674984413	99.99
	AMERIGAS OF ANOKA P O BOX 371473 PITTSBURGH PA 15250-7473				Summary Total				99.99
					Payment Amount				99.99
100063	ASPEN MILLS	BADGE PATCHES- PD	PV	104588	001	09101	11/10/2020	264305	356.00
	ASPEN MILLS 8201 C CENTRAL AVE NE SPRING LAKE PARK MN 55432				Summary Total				356.00
		MISC A. GORDON	PV	104613	001	09101	11/13/2020	264482	57.85
					Summary Total				57.85
		JACKET- M. KOHNER	PV	104614	001	09101	11/10/2020	264284	112.35
					Summary Total				112.35
					Payment Amount				526.20
117516	BEST OUTDOOR SERVICES INC	WOODLAND GR PRK-MULCH	PV	104589	001	09101	11/18/2020	18176	5,780.00
	BEST OUTDOOR SERVICES INC 1899 RICE STREET ST PAUL MN 55113				Summary Total				5,780.00
					Payment Amount				5,780.00
114529	BRUCE JACOBSON LANDSCAPE ARCHITECT	RE:CENTER STREET-FINAL	PV	104567	001	09101	11/12/2020	111220	4,305.00
	BRUCE JACOBSON LANDSCAPE ARCHITECT 4204 PILLSBURY AVENUE S MINNEAPOLIS MN 55409				Summary Total				4,305.00
					Payment Amount				4,305.00
100297	CENTERPOINT ENERGY	MISC PW ACCTS	PV	104651	001	09101	11/18/2020	8000014064-2 NOV 20	415.41
	CENTERPOINT ENERGY	MISC PW ACCTS	PV	104651	002	09101	11/18/2020	8000014064-2 NOV 20	138.47
	P O BOX 4671	MISC PW ACCTS	PV	104651	003	09101	11/18/2020	8000014064-2 NOV 20	138.47
	HOUSTON TX 77210-4671	MISC PW ACCTS	PV	104651	004	09101	11/18/2020	8000014064-2 NOV 20	138.47
		MISC PW ACCTS	PV	104651	005	09101	11/18/2020	8000014064-2 NOV 20	306.61
					Summary Total				1,137.43
					Payment Amount				1,137.43

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

Payee Number	Name / Mailing Address	Stub Message	Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount
111471	COMMERCIAL PARTNERS TITLE	RE: US HOME CORP-LENNAR	PV	104616	001	09230	11/9/2020	54996	685.00
	COMMERCIAL PARTNERS TITLE				Summary Total				685.00
	200 SOUTH SIXTH STREET SUITE 1300	RE: STORIES FOUNDATION	PV	104617	001	09230	11/24/2020	55067	710.00
	MINNEAPOLIS MN 55402				Summary Total				710.00
					Payment Amount				1,395.00
114451	COMPASS MINERALS	ROAD SALT	PV	104571	001	09101	11/13/2020	709069	3,347.26
	COMPASS MINERALS				Summary Total				3,347.26
	P O BOX 277043	ROAD SALT	PV	104572	001	09101	11/12/2020	708453	9,763.65
	ATLANTA GA 30384-7043				Summary Total				9,763.65
					Payment Amount				13,110.91
100116	CONNEXUS ENERGY	MISC CITY ACCTS	PV	104590	001	09230	11/20/2020	759126-303107 NOV 20	73.73
	CONNEXUS ENERGY	MISC CITY ACCTS	PV	104590	002	09230	11/20/2020	759126-303107 NOV 20	31.10
	PO BOX 1808	MISC CITY ACCTS	PV	104590	003	09230	11/20/2020	759126-303107 NOV 20	561.52
	MINNEAPOLIS MN 55480-1808	MISC CITY ACCTS	PV	104590	004	09230	11/20/2020	759126-303107 NOV 20	1,490.53
		MISC CITY ACCTS	PV	104590	005	09230	11/20/2020	759126-303107 NOV 20	6,531.96
		MISC CITY ACCTS	PV	104590	006	09230	11/20/2020	759126-303107 NOV 20	4,004.65
		MISC CITY ACCTS	PV	104590	007	09230	11/20/2020	759126-303107 NOV 20	227.23
					Summary Total				12,920.72
		STREET LIGHTS	PV	104591	001	09603	11/20/2020	759126-303101 NOV 20	10,082.81
					Summary Total				10,082.81
		SIRENS	PV	104618	001	09101	11/20/2020	759126-303095 NOV 20	85.00
					Summary Total				85.00
		WELLS/WTR TWR/LIFT STATIONS	PV	104638	001	09601	11/20/2020	759126-303102 NOV20	8,627.13
		WELLS/WTR TWR/LIFT STATIONS	PV	104638	002	09601	11/20/2020	759126-303102 NOV20	1,058.38
					Summary Total				9,685.51
		MISC PW ACCOUNTS	PV	104653	001	09101	11/20/2020	759126-303106 NOV 20	684.66

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	Itm	Co	Due Date	Invoice Number	Payment Amount
		MISC PW ACCOUNTS	PV	104653	002	09101	11/20/2020	759126-303106 NOV 20	228.22
		MISC PW ACCOUNTS	PV	104653	003	09101	11/20/2020	759126-303106 NOV 20	228.22
		MISC PW ACCOUNTS	PV	104653	004	09101	11/20/2020	759126-303106 NOV 20	228.21
		MISC PW ACCOUNTS	PV	104653	005	09101	11/20/2020	759126-303106 NOV 20	1,603.98
				Summary Total					2,973.29
		TRAFFIC LIGHTS	PV	104654	001	09101	11/20/2020	759126-303100 NOV 20	914.24
				Summary Total					914.24
				Payment Amount					36,661.57
106565	DRYDEN EXCAVATING	PAY EST FINAL HEDGEHOG ST DRAI	PV	104594	001	09605	11/24/2020	112420	1,066.81
	DRYDEN EXCAVATING 6700 VIKING BLVD NW ANOKA MN 55303			Summary Total					1,066.81
				Payment Amount					1,066.81
100169	EMERGENCY APPARATUS MAINTENANCE INC	WORK ON 500	PV	104619	001	09101	11/17/2020	115037	975.05
	EMERGENCY APPARATUS MAINTENANCE INC 7512 4TH AVENUE LINO LAKES MN 55014			Summary Total					975.05
				Payment Amount					975.05
110760	FIRE SAFETY USA, INC	IRONS STRAPS/HOOLIGAN BAR	PV	104620	001	09101	9/1/2020	138319	1,035.00
	FIRE SAFETY USA, INC 3253 19TH STREET NW ROCHESTER MN 55901			Summary Total					1,035.00
				Payment Amount					1,035.00
111473	GFOA	D. LUND DUES DEC20/NOV 21	PV	104576	001	09101	11/19/2020	2023003	225.00
	GFOA 203 N LASALLE STREET SUITE 2700 CHICAGO IL 60601-1216			Summary Total					225.00
				Payment Amount					225.00

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

Payee Number	Payee Name / Mailing Address	Stub Message	Document Ty	Number	Itm	Co	Due Date	Invoice Number	Payment Amount
100209	HAKANSON ANDERSON ASSOC INC	RE:VARIOLITE NOV 2020	PV	104637	001	09402	11/17/2020	45034	8,707.75
	HAKANSON ANDERSON ASSOC INC 3601 THURSTON AVENUE ANOKA MN 55303-1063						Summary Total		8,707.75
							Payment Amount		8,707.75
100209	HAKANSON ANDERSON ASSOC INC	PAY EST 2 PW CAMPUS	PV	104640	001	09412	12/1/2020	120120	3,277.50
	HAKANSON ANDERSON ASSOC INC 3601 THURSTON AVENUE ANOKA MN 55303-1063						Summary Total		3,277.50
							Payment Amount		3,277.50
115760	HENRY SCHEIN INC	CLOROX WIPES- REFILL	PV	104621	001	09101	11/4/2020	85453766	125.88
	HENRY SCHEIN INC DEPT CH 10241 PALATINE IL 60055-0241						Summary Total		125.88
							Payment Amount		125.88
118077	HERZOG COATINGS	PAY EST 1 PW CAMPUS	PV	104642	001	09412	12/1/2020	120120	4,750.00
	HERZOG COATINGS 2014 W ALCOTT AVENUE FERGUS FALLS MN 56537						Summary Total		4,750.00
							Payment Amount		4,750.00
111269	IAATI	2021 DUES C. CURTIS	PV	104662	001	09101	12/2/2020	120220	50.00
	IAATI P O BOX 223 CLINTON NY 13323-0223						Summary Total		50.00
							Payment Amount		50.00
105704	INNOCORP, LTD	MISC PARTS	PV	104599	001	09101	11/18/2020	44767	1,102.00
	INNOCORP, LTD PO BOX 930064 VERONA WI 53593-0064						Summary Total		1,102.00
							Payment Amount		1,102.00

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CITY OF RAMSEY
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Payment Group Control Number	3135		
Bank Account	999.1010	CASH IN BANK	00002224
Version	LOGIS004V		
Originator	JLIPSKI		
Payment Instrument	Check Payment		
Pay Through Date	12/31/2020		

Payee Number	Name / Mailing Address	Stub Message	Document Ty	Number	Itm	Co	Due Date	Invoice Number	Payment Amount
118075	JACON LLC	PAY EST 1 PW CAMPUS	PV	104644	001	09412	12/1/2020	120120	392,734.75
	JACON LLC 3900 LABORE ROAD VADNAIS HEIGHTS MN 55110			Summary Total					392,734.75
				Payment Amount					392,734.75
117918	MACQUEEN EMERGENCY	MISC SUPPLIES	PV	104622	001	09101	11/10/2020	16394	366.09
	MACQUEEN EMERGENCY 1125 7TH STREET E ST PAUL MN 55106			Summary Total					366.09
				Payment Amount					366.09
108208	METRO PRODUCTS INC	MISC PARTS	PV	104601	001	09101	11/18/2020	155667	510.99
	METRO PRODUCTS INC 7401 CENTRAL AVENUE NE FRIDLEY MN 55432			Summary Total					510.99
				Payment Amount					510.99
100293	MIDC ENTERPRISES	MISC PARTS	PV	104602	001	09101	11/18/2020	I0046391	392.03
	MIDC ENTERPRISES 1450 WEST COUNTY ROAD C ROSEVILLE MN 55113			Summary Total					392.03
				Payment Amount					392.03
118036	MINNESOTA UTILITIES AND EXCAVATING LLC	PAY EST 2 PW CAMPUS	PV	104645	001	09412	12/1/2020	120120	100,025.50
	MINNESOTA UTILITIES AND EXCAVATING LLC 13932 LAKE DRIVE FOREST LAKE MN 55025			Summary Total					100,025.50
				Payment Amount					100,025.50
100345	NAPA AUTO PARTS ELK RIVER	HOSE CLAMPS/OIL FILTER	PV	104580	001	09101	11/18/2020	088401	80.94
	NAPA AUTO PARTS ELK RIVER			Summary Total					80.94
	17137 YALE STREET NW	HOSE CLAMP	PV	104581	001	09101	11/17/2020	088309	36.45
	P O BOX 1041			Summary Total					36.45
	ELK RIVER MN 55330	AIR FILTERS	PV	104624	001	09101	11/25/2020	089389	163.92
				Summary Total					163.92
		HEADLIGHT FOR	PV	104625	001	09101	11/25/2020	089431	20.87

Payment Group Control Number	3135		
Bank Account	999.1010	CASH IN BANK	00002224
Version	LOGIS004V		
Originator	JLIPSKI		
Payment Instrument	Check Payment		
Pay Through Date	12/31/2020		

Payee Number	Name / Mailing Address	Stub Message	Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount
		560/WASHER FLUID							
				Summary Total					20.87
				Payment Amount					302.18
100360	NORTH STAR TOWING INC	TOW	PV	104605	001	09702	10/9/2020	67329	117.00
	NORTH STAR TOWING INC			Summary Total					117.00
	833 NORTH STREET	74853/74826 TOWS	PV	104606	001	09101	11/1/2020	110120A	250.00
	ANOKA MN 55303	74853/74826 TOWS	PV	104606	002	09101	11/1/2020	110120A	125.00
				Summary Total					375.00
				Payment Amount					492.00
118035	NORTHLAND CONCRETE AND MASONRY CO. LLC	PAY EST 2 PW CAMPUS	PV	104646	001	09412	12/1/2020	120120	225,848.25
	NORTHLAND CONCRETE AND MASONRY CO. LLC 1125 STAGECOACH ROAD SHAKOPEE MN 55379			Summary Total					225,848.25
				Payment Amount					225,848.25
117185	OMANN CONTRACTING COMPANIES INC	PAY EST FINAL WOODLAND/CHESTNU	PV	104608	001	09435	11/23/2020	112320	13,966.40
	OMANN CONTRACTING COMPANIES INC P O BOX 120 ALBERTVILLE MN 55301			Summary Total					13,966.40
				Payment Amount					13,966.40
103848	PARK CONSTRUCTION CO.	PAY EST 5 VARIOLITE ST RECON	PV	104663	001	09402	12/2/2020	120220	851,927.06
	PARK CONSTRUCTION CO.	PAY EST 5 VARIOLITE ST RECON	PV	104663	002	09402	12/2/2020	120220	26,443.45
	1481 81ST AVENUE NE	PAY EST 5 VARIOLITE ST RECON	PV	104663	003	09402	12/2/2020	120220	38,012.82
	MINNEAPOLIS MN 55432			Summary Total					916,383.33
				Payment Amount					916,383.33
117956	RJM CONSTRUCTION LLC	PAY EST 3 PW CAMPUS	PV	104647	001	09412	12/1/2020	120120	255,770.69
	RJM CONSTRUCTION LLC 830 BOONE AVENUE NORTH GOLDEN VALLEY MN 55427			Summary Total					255,770.69
				Payment Amount					255,770.69

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CITY OF RAMSEY

Create Payment Control Groups

Payment Group Control Number	3135		
Bank Account	999.1010	CASH IN BANK	00002224
Version	LOGIS004V		
Originator	JLIPSKI		
Payment Instrument	Check Payment		
Pay Through Date	12/31/2020		

Payee Number	Payee Name / Mailing Address	Stub Message	Document Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount
118076	THORNBERG STEEL	PAY EST 1 PW CAMPUS	PV	104648	001	09412	12/1/2020	120120	232,750.00
	THORNBERG STEEL			Summary Total					232,750.00
	23604 UNIVERSITY AVENUE NW	PAY EST 2 PW CAMPUS	PV	104649	001	09412	12/1/2020	120120A	105,147.90
	BETHEL MN 55005			Summary Total					105,147.90
				Payment Amount					337,897.90
114178	TOP LINE FENCE	DOG PARK- POST/FENCING	PV	104586	001	09101	11/3/2020	1723	1,250.00
	TOP LINE FENCE			Summary Total					1,250.00
	12700 FERNBROOK LANE N								
	DAYTON MN 55327			Payment Amount					1,250.00
100529	WENDELL'S INC	FINAL NOTICE- STAMP	PV	104612	001	09601	11/17/2020	2515392	23.32
	WENDELL'S INC			Summary Total					23.32
	6601 BUNKER LAKE BLVD	STAMP M. WEIDNER	PV	104631	001	09101	11/20/2020	2516267	11.35
	PO BOX 458			Summary Total					11.35
	RAMSEY MN 55303-0458			Payment Amount					34.67
				Total Amount to be Processed					2,330,305.87
				Total Number of Payments to be Processed					32

R04570

CITY OF RAMSEY

Create Payment Control Groups

Payment Group Control Number	3136		
Bank Account	999.1010	CASH IN BANK	00002224
Version	LOGIS004V		
Originator	JLIPSKI		
Payment Instrument	T	A/P ACH Payment	
Pay Through Date	12/31/2020		

Payee Number	Payee Name / Mailing Address	Stub Message	Document Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount
110402	ADVANCE AUTO PARTS	OCT 2020 PURCHASES	PV	104560	001	09101	10/31/2020	103120	718.31
	ADVANCE AUTO PARTS	OCT 2020 PURCHASES	PV	104560	002	09101	10/31/2020	103120	34.54
	AAP FINANCIAL SERVICES	OCT 2020 PURCHASES	PV	104560	003	09101	10/31/2020	103120	3.67
	P O BOX 742063	OCT 2020 PURCHASES	PV	104560	004	09101	10/31/2020	103120	166.88
	ATLANTA GA 30374-2063	OCT 2020 PURCHASES	PV	104560	005	09101	10/31/2020	103120	11.95
		OCT 2020 PURCHASES	PV	104560	006	09101	10/31/2020	103120	168.82
				Summary Total					1,104.17
				Payment Amount					1,104.17
107587	ANOKA COUNTY TREASURY DEPARTMENT	DEC 2020 CAC FIBER	PV	104587	001	09101	11/18/2020	B201117M	492.00
	ANOKA COUNTY TREASURY DEPARTMENT 2100 THIRD AVENUE ANOKA MN 55303			Summary Total					492.00
				Payment Amount					492.00
114740	BOND TRUST SERVICES CORPORATION	BONDS 2017A	PV	104562	001	09353	10/14/2020	59828	90,000.00
	BOND TRUST SERVICES CORPORATION	BONDS 2017A	PV	104562	002	09353	10/14/2020	59828	6,830.00
	ATTEN: ACCOUNTS RECEIVABLE			Summary Total					96,830.00
	3060 CENTRE POINTE DRIVE SUITE 110	BONDS 2016A	PV	104563	001	09352	10/14/2020	59827	165,000.00
	ROSEVILLE MN 55113-1105	BONDS 2016A	PV	104563	002	09352	10/14/2020	59827	11,850.00
				Summary Total					176,850.00
		CERT. 2014A	PV	104564	001	09349	10/14/2020	59824	85,000.00
		CERT. 2014A	PV	104564	002	09349	10/14/2020	59824	4,823.75
				Summary Total					89,823.75
		BONDS 2017A-AGENT FEE	PV	104565	001	09353	10/14/2020	59963	100.00
				Summary Total					100.00
		BONDS 2018A	PV	104566	001	09354	10/14/2020	59829	115,000.00
		BONDS 2018A	PV	104566	002	09354	10/14/2020	59829	16,200.00
				Summary Total					131,200.00
				Payment Amount					494,803.75
114549	CHETS SHOES INC	G. TALBOT BOOTS	PV	104568	001	09101	10/31/2020	50127	140.24
	CHETS SHOES INC 8870 RENDOVA STREET NE CIRCLE PINES MN 55014			Summary Total					140.24
				Payment Amount					140.24

Payment Group Control Number	3136		
Bank Account	999.1010	CASH IN BANK	00002224
Version	LOGIS004V		
Originator	JLIPSKI		
Payment Instrument	T	A/P ACH Payment	
Pay Through Date	12/31/2020		

Payee Number	Name / Mailing Address	Stub Message	Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount
116197	CINTAS CORPORATION	UNIFORM CLEANING	PV	104569	001	09101	11/11/2020	4066987698	28.00
	CINTAS CORPORATION	UNIFORM CLEANING	PV	104569	002	09101	11/11/2020	4066987698	4.00
	CINTAS LOC #4K	UNIFORM CLEANING	PV	104569	003	09101	11/11/2020	4066987698	17.79
	P O BOX 650838	UNIFORM CLEANING	PV	104569	004	09101	11/11/2020	4066987698	17.80
	DALLAS TX 75265-0838			Summary Total					67.59
		UNIFORM CLEANING	PV	104570	001	09101	11/18/2020	4067711669	28.00
		UNIFORM CLEANING	PV	104570	002	09101	11/18/2020	4067711669	4.00
		UNIFORM CLEANING	PV	104570	003	09101	11/18/2020	4067711669	18.96
		UNIFORM CLEANING	PV	104570	004	09101	11/18/2020	4067711669	18.97
				Summary Total					69.93
		FIRE- MATS	PV	104615	001	09101	11/18/2020	4067711662	16.56
				Summary Total					16.56
		UNIFORM CLEANING	PV	104652	001	09101	11/24/2020	4068300814	28.00
		UNIFORM CLEANING	PV	104652	002	09101	11/24/2020	4068300814	4.00
		UNIFORM CLEANING	PV	104652	003	09101	11/24/2020	4068300814	17.80
		UNIFORM CLEANING	PV	104652	004	09101	11/24/2020	4068300814	17.79
				Summary Total					67.59
				Payment Amount					221.67
100129	CRYSTEEL TRUCK EQUIPMENT	PLOW FOR 611	PV	104655	001	09101	11/23/2020	F47186	7,904.00
	CRYSTEEL MANUFACTURING 1130 73RD AVENUE NE FRIDLEY MN 55432			Summary Total					7,904.00
				Payment Amount					7,904.00
111818	DEANO'S COLLISION SPECIALISTS INC	WORK ON 383	PV	104592	001	09702	10/30/2020	57159	3,745.85
	DEANO'S COLLISION SPECIALISTS INC	WORK ON 383	PV	104592	002	09702	10/30/2020	57159	2,845.60
	11063 173RD AVENUE ELK RIVER MN 55330			Summary Total					6,591.45
				Payment Amount					6,591.45
113306	DEFINITIVE TECHNOLOGY SOLUTIONS INC	CONTRACT NOV/DEC 2020	PV	104593	001	09101	11/22/2020	INV210307	322.47
	DEFINITIVE TECHNOLOGY SOLUTIONS INC 9401 JAMES AVENUE SOUTH SUITE 120 BLOOMINGTON MN 55431			Summary Total					322.47
				Payment Amount					322.47

CITY OF RAMSEY
Create Payment Control Groups

Payment Group Control Number	3136		
Bank Account	999.1010	CASH IN BANK	00002224
Version	LOGIS004V		
Originator	JLIPSKI		
Payment Instrument	T	A/P ACH Payment	
Pay Through Date	12/31/2020		

Payee Number	Name / Mailing Address	Stub Message	Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount
100144	DEHN OIL COMPANY	DIESEL FUEL	PV	104573	001	09101	11/11/2020	79889	768.92
	DEHN OIL COMPANY			Summary Total					768.92
	6735 141ST AVENUE NW	DIESEL FUEL	PV	104656	001	09101	11/24/2020	79945	778.13
	RAMSEY MN 55303			Summary Total					778.13
				Payment Amount					1,547.05
116175	ECKBERG LAMMERS ATTORNEYS AT LAW	NOV 2020 PROSECUTION	PV	104657	001	09101	11/20/2020	11 2020	6,075.35
	ECKBERG LAMMERS ATTORNEYS AT LAW 1809 NORTHWESTERN AVENUE STILLWATER MN 55082			Summary Total					6,075.35
				Payment Amount					6,075.35
100158	ECM PUBLISHERS INC	RATE SCHEDULE 2021	PV	104574	001	09101	11/13/2020	805279	43.00
	ECM PUBLISHERS INC			Summary Total					43.00
	4095 COON RAPIDS BLVD	ORD 2020-19	PV	104595	001	09101	11/13/2020	805280	268.75
	COON RAPIDS MN 55433			Summary Total					268.75
		ORD 20-18	PV	104639	001	09101	11/20/2020	806257	48.38
				Summary Total					48.38
				Payment Amount					360.13
100163	ELECTRIC SIGN AND LIGHTING INC	REPAIRED LOT LIGHT	PV	104575	001	09101	11/9/2020	21401	221.84
	ELECTRIC SIGN AND LIGHTING INC 11328 ZANE AVENUE NORTH CHAMPLIN MN 55316-3462			Summary Total					221.84
				Payment Amount					221.84
106428	FORCE AMERICA INC	DELTA MOTOR	PV	104658	001	09101	11/25/2020	001-1494421	672.36
	FORCE AMERICA INC 501 EAST CLIFF ROAD SUITE 100 BURNSVILLE MN 55337			Summary Total					672.36
				Payment Amount					672.36
100204	GRAFIX SHOPPE	GRAPHICS FOR 383	PV	104597	001	09702	11/6/2020	136313	430.00
	GRAFIX SHOPPE	GRAPHICS FOR 383	PV	104597	002	09702	11/6/2020	136313	235.00
	3240 MIKE COLLINS DRIVE			Summary Total					665.00

Payment Group Control Number	3136		
Bank Account	999.1010	CASH IN BANK	00002224
Version	LOGIS004V		
Originator	JLIPSKI		
Payment Instrument	T	A/P ACH Payment	
Pay Through Date	12/31/2020		

Payee Number	Name / Mailing Address	Stub Message	Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount
	EAGAN MN 55121								
				Payment Amount					665.00
100650	GRAINGER	UNCORDED EAR PLUGS	PV	104577	001	09101	11/10/2020	9711833328	70.56
	GRAINGER INC			Summary Total					70.56
	DEPT. 806511127	BATTERY	PV	104578	001	09101	11/10/2020	9712163949	182.68
	PALATINE IL 60038-0001			Summary Total					182.68
		HOSE FITTINGS	PV	104659	001	09101	11/24/2020	9727529936	15.54
				Summary Total					15.54
		EAR PLUGS/BATTERY CHARGER	PV	104660	001	09101	11/19/2020	9722376994	146.44
				Summary Total					146.44
		BATTERY CHARGER	PV	104661	001	09101	11/25/2020	9728345423	83.38
				Summary Total					83.38
				Payment Amount					498.60
100211	HAWKINS INC	CHEMICALS	PV	104641	001	09601	11/23/2020	4836406	1,839.73
	HAWKINS INC			Summary Total					1,839.73
	P O BOX 860263								
	MINNEAPOLIS MN 55486-0263								
				Payment Amount					1,839.73
112475	INNOVATIVE OFFICE SOLUTIONS	MISC OFFICE SUPPLIES	PV	104600	001	09101	11/19/2020	IN3174875	101.20
	INNOVATIVE OFFICE SOLUTIONS			Summary Total					101.20
	P O BOX 860627	OFFICE SUPPLIES	PV	104643	001	09101	11/30/2020	IN3182159	129.98
	MINNEAPOLIS MN 55486-0001	OFFICE SUPPLIES	PV	104643	002	09101	11/30/2020	IN3182159	9.78
				Summary Total					139.76
				Payment Amount					240.96
100284	MENARDS ELK RIVER	MISC SUPPLIES	PV	104579	001	09602	11/12/2020	21288	16.60
	MENARDS ELK RIVER			Summary Total					16.60
	19521 EVANS STREET NW								
	ELK RIVER MN 55330-1077								
				Payment Amount					16.60
113909	MOBILE VEHICLE INTEGRATION	557-REWIRE OPTICOM	PV	104623	001	09101	11/17/2020	2001126	95.00

Payment Group Control Number	3136		
Bank Account	999.1010	CASH IN BANK	00002224
Version	LOGIS004V		
Originator	JLIPSKI		
Payment Instrument	T	A/P ACH Payment	
Pay Through Date	12/31/2020		

Payee Number	Name / Mailing Address	Stub Message	Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount
	MOBILE VEHICLE INTEGRATION 835 XENIA AVENUE NW ELK RIVER MN 55330			Summary Total					95.00
				Payment Amount					95.00
115375	MUTT MITT	REFILL MUTT MITT BAGS	PV	104603	001	09101	11/16/2020	376296	1,299.83
	MUTT MITT 12316 WORLD TRADE DRIVE SUITE 102 SAN DIEGO CA 92128			Summary Total					1,299.83
				Payment Amount					1,299.83
115167	NET TRANSCRIPTS INC	OCT 20 TRANSCRIPTIONS	PV	104604	001	09101	10/30/2020	NT170	106.60
	NET TRANSCRIPTS INC 3707 N. 7TH STREET SUITE 320 PHOENIX AZ 85014			Summary Total					106.60
				Payment Amount					106.60
100988	NORTHERN SAFETY TECHNOLOGY	LED FLASHER	PV	104582	001	09101	11/17/2020	51389	200.47
	NORTHERN SAFETY TECHNOLOGY 5708 UPPER 147TH STREET W SUITE 107 APPLE VALLEY MN 55124			Summary Total					200.47
				Payment Amount					200.47
100363	NORTHERN SANITARY SUPPLY CO	MISC SUPPLIES	PV	104583	001	09101	11/12/2020	200308	346.03
	NORTHERN SANITARY SUPPLY CO			Summary Total					346.03
	341 COON RAPIDS BLVD	MISC SUPPLIES	PV	104607	001	09101	11/25/2020	200401	352.83
	MINNEAPOLIS MN 55433			Summary Total					352.83
				Payment Amount					698.86
115232	NORTHERN TECHNOLOGIES LLC	RAMSEY MUNI PLAZA	PV	104626	001	09805	8/31/2020	36167B	1,875.00
	NORTHERN TECHNOLOGIES LLC			Summary Total					1,875.00
	3522 4TH AVENUE S	OCT/NOV 20 VARIOLITE ST RECON	PV	104627	001	09402	11/14/2020	37319	4,239.00
	FARGO ND 58103			Summary Total					4,239.00
		OCT/NOV 20 INVERNESS	PV	104628	001	09605	11/14/2020	37318	507.10

Payment Group Control Number	3136		
Bank Account	999.1010	CASH IN BANK	00002224
Version	LOGIS004V		
Originator	JLIPSKI		
Payment Instrument	T	A/P ACH Payment	
Pay Through Date	12/31/2020		

Payee Number	Payee Name / Mailing Address	Stub Message	Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount
		DRAIN							
				Summary Total					507.10
		OCT/NOV 20 PUMA ST IMPROV	PV	104629	001	09437	11/14/2020	37320	815.00
				Summary Total					815.00
		OCT/NOV 20 PRES AT NORTHFORK	PV	104630	001	09804	11/14/2020	37317	3,001.00
				Summary Total					3,001.00
				Payment Amount					10,437.10
113737	RATWIK ROSZAK AND MALONEY PA	OCT 2020 SERVICES	PV	104609	001	09101	11/1/2020	67736	232.00
	RATWIK ROSZAK AND MALONEY PA	OCT 2020 SERVICES	PV	104609	002	09101	11/1/2020	67736	159.50
	300 U.S. TRUST BUILDING								
				Summary Total					391.50
	730 SECOND AVENUE SOUTH	OCT 20 RETAINER	PV	104610	001	09101	11/1/2020	67738	3,215.00
	MINNEAPOLIS MN 55402	OCT 20 RETAINER	PV	104610	002	09101	11/1/2020	67738	1,494.00-
				Summary Total					1,721.00
				Payment Amount					2,112.50
117285	RUM RIVER CONSTRUCTION CONSULTANTS	OCT 2020 SERVICES	PV	104664	001	09101	11/3/2020	313	2,025.00
	RUM RIVER CONSTRUCTION CONSULTANTS								
	32134 111 1\2 STREET								
	PRINCETON MN 55371								
				Summary Total					2,025.00
				Payment Amount					2,025.00
100431	SAFETY KLEEN CORPORATION	RECYCLE PARTS WASHER FLUID	PV	104584	001	09101	11/5/2020	CN11820920	110.97
	SAFETY KLEEN CORPORATION								
	PO BOX 975201								
	DALLAS TX 75397-5201								
				Summary Total					110.97
				Payment Amount					110.97
100976	SHRED IT	PD SHREDDING	PV	104611	001	09101	11/15/2020	8180875132	74.76
	SHRED IT USA MINNEAPOLIS								
	28883 NETWORK PLACE								
	CHICAGO IL 60673-1288								
				Summary Total					74.76
				Payment Amount					74.76

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CITY OF RAMSEY
Create Payment Control Groups

Payment Group Control Number	3136		
Bank Account	999.1010	CASH IN BANK	00002224
Version	LOGIS004V		
Originator	JLIPSKI		
Payment Instrument	T	A/P ACH Payment	
Pay Through Date	12/31/2020		

Payee Number	Name / Mailing Address	Stub Message	Ty	Document Number	Itm	Co	Due Date	Invoice Number	Payment Amount
100485	TIMESAVER OFF SITE SECRETARIAL INC	MEETINGS 10/27/20 AND 11/5/20	PV	104585	001	09101	11/13/2020	M26022	646.50
	TIMESAVER OFF SITE SECRETARIAL INC 21021 KAROLINE COURT N FOREST LAKE MN 55025					Summary Total			646.50
						Payment Amount			646.50
112079	TOKLE INSPECTIONS INC	OCT 2020 SERVICES	PV	104665	001	09101	11/6/2020	110620	5,568.00
	TOKLE INSPECTIONS INC 1748 123RD AVENUE NW COON RAPIDS MN 55448					Summary Total			5,568.00
						Payment Amount			5,568.00
106351	WATER LABORATORIES, INC	NOV 2020 WATER TESTS	PV	104650	001	09601	11/30/2020	8299	615.00
	WATER LABORATORIES, INC 333 EAST MAIN STREET PO BOX 388 ELK RIVER MN 55330					Summary Total			615.00
						Payment Amount			615.00
111137	WRIGHT HENNEPIN COOPERATIVE ELECTRIC	7550 SUNWOOD DR	PV	104632	001	09101	11/25/2020	150-1681-6340 NOV 20	27.95
	WRIGHT HENNEPIN COOPERATIVE ELECTRIC					Summary Total			27.95
	P O BOX 77027	7650 SUNWOOD DR	PV	104633	001	09240	11/25/2020	150-1681-4280 NOV 20	22.95
	MINNEAPOLIS MN 55480-7727					Summary Total			22.95
		6701 HWY 10- YOUTH FIRST	PV	104634	001	09410	11/25/2020	150-1687-1105 NOV 20	27.95
						Summary Total			27.95
		5650 ALPINE DR- FIRE STATION	PV	104635	001	09101	11/25/2020	150-1691-2206 NOV 20	27.95
						Summary Total			27.95
		7550 SUNWOOD DR	PV	104636	001	09101	11/25/2020	150-1693-4968 NOV 20	35.90
						Summary Total			35.90
						Payment Amount			142.70

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CITY OF RAMSEY

Create Payment Control Groups

Payment Group Control Number	3136		
Bank Account	999.1010	CASH IN BANK	00002224
Version	LOGIS004V		
Originator	JLIPSKI		
Payment Instrument	T	A/P ACH Payment	
Pay Through Date	12/31/2020		

Payee Number	Payee Name / Mailing Address	Stub Message	Document Ty	Document Number	Document Itm	Document Co	Due Date	Invoice Number	Payment Amount
								Total Amount to be Processed	547,850.66
								Total Number of Payments to be Processed	32

Bond Trust

OCT 14 2020

EHLERS
BOND TRUST SERVICES

Debt Service Statement

WIRES due by December 14, 2020
CHECKS due by December 8, 2020

City of Ramsey
7550 Sunwood Dr NW
Ramsey, MN 55303-5137

Statement #: 59829
Statement Date: October 14, 2020

RE: $1,175,000.00 General Obligation Street Reconstruction Bonds, Series 2018A

Debt Service Date	CUSIP	Principal	Interest	Total Due
12-15-2020	751813UE4	$115,000.00	$16,200.00	**$131,200.00**

Payment Instructions

WIRES due by December 14, 2020
Wells Fargo Bank, San Francisco, CA
ABA #: 121000248
BNF: BTSC Paying Agent Account
Account #: 4126695238
Ref: 331711

CHECKS due by December 8, 2020
Make check payable to:
Bond Trust Services Corporation
Ref: 331711
Send to:
Bond Trust Services Corporation
Attn: Accounts Receivable
3060 Centre Pointe Drive, Suite 110
Roseville, MN 55113-1105

Please direct any questions to:
Accounts Receivable
(651) 209-1010

114740
Vendor #
93546603 115000
93546611 16200
Date Rec'd 10/14 Total Due: 131,200
Reviewed By
ent Approval

For your convenience, multiple Statements/Invoices may be combined in one payment.
Thank you for your business!

Bond Trust

EHLERS
BOND TRUST SERVICES

OCT 14 2020

Debt Service Statement

WIRES due by December 14, 2020
CHECKS due by December 8, 2020

City of Ramsey
7550 Sunwood Dr NW
Ramsey, MN 55303-5137

Statement #: 59828
Statement Date: October 14, 2020

RE: $895,000.00 General Obligation Street Reconstruction Bonds, Series 2017A

Debt Service Date	CUSIP	Principal	Interest	Total Due
12-15-2020	751813TW6	$90,000.00	$6,830.00	**$96,830.00**

Payment Instructions

WIRES due by December 14, 2020
Wells Fargo Bank, San Francisco, CA
ABA #: 121000248
BNF: BTSC Paying Agent Account
Account #: 4126695238
Ref: 329814

CHECKS due by December 8, 2020
Make check payable to:
Bond Trust Services Corporation
Ref: 329814
Send to:
Bond Trust Services Corporation
Attn: Accounts Receivable
3060 Centre Pointe Drive, Suite 110
Roseville, MN 55113-1105

Please direct any questions to:
Accounts Receivable
(651) 209-1010

Vendor # 114740
9353 6603 90,000.00
9353 6611 6830.00

Date Rec'd 10/14 Total Due: 96830.00
Reviewed By
Com Approval

For your convenience, multiple Statements/Invoices may be combined in one payment.
Thank you for your business!

Bond Trust

OCT 14 2020

EHLERS
BOND TRUST SERVICES

Debt Service Statement

WIRES due by December 14, 2020
CHECKS due by December 8, 2020

City of Ramsey
7550 Sunwood Dr NW
Ramsey, MN 55303-5137

Statement #: 59827
Statement Date: October 14, 2020

RE: $1,650,000.00 General Obligation Street Reconstruction Bonds, Series 2016A

Debt Service Date	CUSIP	Principal	Interest	Total Due
12-15-2020	751813TL0	$165,000.00	$11,850.00	**$176,850.00**

Payment Instructions

WIRES due by December 14, 2020
Wells Fargo Bank, San Francisco, CA
ABA #: 121000248
BNF: BTSC Paying Agent Account
Account #: 4126695238
Ref: 328798

CHECKS due by December 8, 2020
Make check payable to:
Bond Trust Services Corporation
Ref: 328798
Send to:
Bond Trust Services Corporation
Attn: Accounts Receivable
3060 Centre Pointe Drive, Suite 110
Roseville, MN 55113-1105

Please direct any questions to:
Accounts Receivable
(651) 209-1010

Vendor # 114740
9352 6403 165,000
9352 6411 11,850
Date Rec'd 10/14 Total Due: 176,850
Reviewed By
Prin Approval

For your convenience, multiple Statements/Invoices may be combined in one payment.
Thank you for your business!

Bond Trust

RECEIVED
OCT 14 2020
BY

EHLERS
BOND TRUST SERVICES

Debt Service Statement

WIRES due by December 14, 2020
CHECKS due by December 8, 2020

City of Ramsey
7550 Sunwood Dr NW
Ramsey, MN 55303-5137

Statement #: 59824
Statement Date: October 14, 2020

RE: $875,000.00 General Obligation Equipment Certificates, Series 2014A

Debt Service Date	CUSIP	Principal	Interest	Total Due
12-15-2020	751813RX6	$85,000.00	$4,823.75	**$89,823.75**

Payment Instructions

WIRES due by December 14, 2020
Wells Fargo Bank, San Francisco, CA
ABA #: 121000248
BNF: BTSC Paying Agent Account
Account #: 4126695238
Ref: 327537

CHECKS due by December 8, 2020
Make check payable to:
Bond Trust Services Corporation
Ref: 327537
Send to:
Bond Trust Services Corporation
Attn: Accounts Receivable
3060 Centre Pointe Drive, Suite 110
Roseville, MN 55113-1105

Please direct any questions to:
Accounts Receivable
(651) 209-1010

Vendor # 114740
9349 6602 85,000
9349 6611 4823.75

Date Rec'd 10/14 Total Due 89823.75
Reviewed By
Dept Approval KR

For your convenience, multiple Statements/Invoices may be combined in one payment.
Thank you for your business!

Bond Trust

EHLERS
BOND TRUST SERVICES

RECEIVED
OCT 14 2020

Paying Agent Fee Invoice

City of Ramsey
7550 Sunwood Dr NW
Ramsey, MN 55303-5137

Invoice #: 59963
Invoice Date: 10/14/2020

Re: $895,000.00 General Obligation Street Reconstruction Bonds, Series 2017A

Due Date:	12/15/2020	Paying Agent Fee:	$0.00
		Term Bond Fee:	$100.00
		Total Amount Due:	$100.00

Payment Instructions

Terms: Upon Receipt

Make check payable to:

Bond Trust Services Corporation
Ref: 59963-PA

Send to:

Bond Trust Services Corporation
Attn: Accounts Receivable
3060 Centre Pointe Drive, Suite 110
Roseville, MN 55113-1105

Please direct any questions to:

Accounts Receivable
(651) 209-1010

Vendor# 114740
9353 6310
Date Rec'd. 10/14 Total Due: 100.00
Reviewed By.
Payment Approval

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #20-287

RESOLUTION APPROVING CASH DISBURSEMENTS MADE AND AUTHORIZING PAYMENT OF ACCOUNTS PAYABLE INVOICING RECEIVED DURING THE PERIOD OF NOVEMBER 19, 2020 THROUGH DECEMBER 2, 2020

WHEREAS, the City of Ramsey Finance Department has made cash disbursements and received accounts payable invoicing during the period of November 19, 2020, through December 2, 2020, in the amount of $ 3,392,080.47 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 November 19, 2020, through December 2, 2020, in the amount of $ 3,392,080.47.

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

Mayor LeTourneau
Councilmember
Councilmember
Councilmember
Councilmember
Councilmember

and the following voted against the same:

None

and the following abstained:

None

and the following were absent:

Existing Vacancy

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 8th day of December, 2020.

_____
Mayor

ATTEST:

_____
City Clerk

CC Regular Session **5. 9.**

Meeting Date: 12/08/2020

By: Diana Lund, Finance

Information

Title

Adopt Resolution #20-312 Amending the Allocation of Cares Act Funds for Economic Recovery Activities and Resolution #20-313 Amending the Allocation of 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 City Council adopted three resolutions on July 28, 2020 in regard to the CARES funds and those adopted are as follows:
#20-157: Acceptance of the CARES Act Funds in the amount of $2,038,029

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

#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.

As noted above, the time frame for spending the Cares Act Funds was from March 1, 2020 - November 15, 2020. The city has been reporting monthly to the State of Minnesota's Management and Budget Office outlining the expenditures occurred to date. The final reporting to the state was sent in on November 24. A comparison of the eligible costs submitted to the state and the total eligible costs that the city could claim per the three guidelines above is attached. The city more than exceeded the amount of CARES funds received by almost $400,000 ($2,436,279.70 total eligible costs / $2,038,029 Cares Act Funds Received.

As the Cares Act Funds have all been spent, the resolutions that were adopted in July (noted above) need to be amended to reflect the actual amounts spent in each category. The amended Resolution will outline those categories used on the State Reporting Form:

Administrative Expenses (Related to Finance Director's time of reporting & administering funds: $ 6,597.43
Improve Telework Capabilities (Costs of telecommuting such as laptops, zoom meetings) $ 40,963.85
Payroll for Public Health Health and Safety Employees (Non-admin Police & Fire) $ 1,593,984.07
Personal Protective Equipment (Masks, gloves, sanitizing products) $ 11,410.66
Public Health Expenses (Cubicle dividers, sneeze guards, cleaning products) $ 59,687.52
Small Business Assistance (Grants to businesses and administration) $ 325,385.47
Total Cares Act Funds Expended $2,038,029.00

All of the numbers submitted to the state will be audited by the City's auditors of MMKR as part of the Single Audit Requirement.

Notification:

The City received the $2,038,029 In Cares Act Funding on July 2 2020.

Recommendation:

To amend the respective resolutions to reflect actual dollars spent in the respective authorized categories.

Action:

Motion to adopt Resolution #20-312 Amending the Allocation of Cares Act Funds for Economic Recovery Activities and
Motion to adopt Resolution #20-313 Amending the Allocation of Cares Act Funds to Local Government Activities

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Attachments

Reso #20-312 Cares Fund Reallocation Business Assistance
Reso #20-313 Cares Fund Allocation Local Government Activities
CARES Act Funds Expended

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	12/03/2020 02:11 PM
Form Started By: Diana Lund		Started On: 11/12/2020 10:42 AM
Final Approval Date: 12/03/2020		

Councilmember introduced the following resolution and moved for its adoption:

CITY COUNCIL RESOLUTION #20-312

RESOLUTION AMENDING ALLOCATION OF 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 amended allocation of $325,385.47 of CARES Act funds under the category of Economic Recovery and as outlined under the format used by the MN Management and Budget as follows:

*Small Business Assistance: $325,385.47

i.	Business Relief Grant Program	$295,905.02
ii.	Newsletter Ad Reimbursements	$ 4,784.00
iii.	Administrative Costs	$ 24,696.45

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, and upon vote being taken thereon, the following voted in favor thereof:

and the following voted against the same:

and the following abstained:

and the following were absent:

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 8th day of December, 2020.

_____
Mayor

ATTEST:

_____
City Clerk

Councilmember introduced the following resolution and moved for its adoption:

CITY COUNCIL RESOLUTION #20-313

RESOLUTION AMENDING ALLOCATION OF 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 amended allocation of $1,712,643.53 of CARES Act Funds under the category of Local Government and as outlined under the format used by the MN Management and Budget as follows:

- Administrative Expenses: $ 6,597.43
- Improve Telework Capabilities $ 40,963.85
- Payroll for Public Health & Safety $ 1,593,984.07
- Personal Protective Equipment $ 11,410.66
- Public Health Expenditures $ 59,687.52

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

and the following voted against the same:

and the following abstained:

and the following were absent:

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 8th day of December, 2020.

_____
Mayor

ATTEST:

_____
City Clerk

Total COVID Costs March 1, November 15, 2020

	TOTALS	Reported on State Reporting Form
PUBLIC SAFETY:		
Police Payroll		
Did not include Chief, Captains, Investigators & 1 CRO		
March - July	$ 884,277.32	$ 884,277.32
August	$ 172,577.99	$ 172,577.99
Sept	$ 164,822.23	$ 164,822.23
Oct	$ 178,263.31	$ 1,017.28
Nov 1- Nov 15	$ 75,834.68	$ -
Total Police	$ 1,475,775.53	$ 1,222,694.82
Fire Payroll		
Includes Chief, Asst Chief, Fire Inspector & all on-call		
March - July	$ 260,382.48	$ 260,382.48
August	$ 48,582.51	$ 48,582.51
Sept	$ 47,537.57	$ 47,537.57
Oct	$ 49,014.73	$ -
Nov 1- Nov 15	$ 23,534.19	$ -
Total Fire	$ 429,051.48	$ 356,502.56
Police Admin:		
Documented time from: Police Chief & 2 Captains		
March - July	$ 11,564.04	$ 11,564.04
August	$ 1,334.25	$ 1,334.25
Sept	$ 1,888.40	$ 1,888.40
Oct	$ 1,147.91	$ -
Nov 1- Nov 15	$ 1,139.31	$ -
Total Police Admin	$ 17,073.91	$ 14,786.69
TOTAL PUBLIC SAFETY	**$ 1,921,900.92**	**$ 1,593,984.07**
BUSINESS ASSISTANCE		
Seans Time:		
March - July	$ 2,502.82	$ 2,502.82
August	$ 300.89	$ 300.89
Sept	$ 656.48	$ 656.48
Oct	$ 826.26	$ 826.26
Nov 1- Nov 15	$ 142.46	$ -
Total Sean's Time	$ 4,428.91	$ 4,286.45
Newsletter Advertisements Reim	$ 5,382.00	$ 4,784.00
Grant funds up to $10,000 ea	$ 295,905.02	$ 295,905.02
Underwriting of Grants	$ 20,410.00	$ 20,410.00
TOtAL BUSINESS ASSISTANCE	**$ 326,125.93**	**$ 325,385.47**
Personnel Diverted to a Different Use		
All staff personnel COVID related except Finance Director (Under admin Expenses)		
March - July	$ 31,098.25	
COVID Time Off: Payroll Codes 84-86		
March - July	$ 16,706.55	$ -
August	$ 1,578.39	$ -
Sept	$ 2,537.13	$ -
Oct	$ 6,146.84	$ -
Nov 1- Nov 15	$ 10,718.25	
Total COVID Time Off	$ 37,687.16	$ -
TOTAL PERSONNEL DIVERTED TO A DIFFERENT USE	**$ 68,785.41**	**$ -**

Admin Expenses:		
Finance Director		
March - July	$ 2,521.17	$ 2,521.17
August	$ 741.52	$ 741.52
Sept	$ 741.52	$ 741.52
Oct	$ 593.22	$ 593.22
Nov 1- Nov 15	$ 444.91	$ -
	$ 5,042.34	$ 4,597.43
Legal-Taft Law COVID Concerns	$ 2,000.00	$ 2,000.00
TOTAL ADMIN EXPENSES	**$ 7,042.34**	**$ 6,597.43**
Improve Telework Capabilities:		
March - July	$ 13,955.26	$ 14,033.16
August	$ 19,565.27	$ 19,565.27
Sept	$ 621.18	$ 621.18
Oct	$ 138.57	$ 64.24
Nov 1- Nov 15	$ 6,809.61	$ 6,680.00
TOTAL TELEWORK CAPABILITIES	$ 41,089.89	$ 40,963.85
Public Health Expenses		
This includes disinfection of areas, division of staff via cubicle dividers, sneeze guards, etc.		
March - July	$ 11,811.88	$ 11,733.98
August	$ 3,228.32	$ 3,228.32
Sept	$ 22,745.00	$ 22,745.00
Oct	$ 1,195.00	$ 1,195.00
Nov 1- Nov 15	$ 20,785.22	$ 20,785.22
TOTAL PUBLIC HEALTH EXPENSES	$ 59,765.42	$ 59,687.52
Personal Protective Equipment		
This includes face masks, sanitizers, any protective equipment to keep employees & public		
March - July	$ 2,540.71	$ 2,540.71
August	$ 2,158.06	$ 2,158.06
Sept	$ 3,242.02	$ 3,242.02
Oct	$ 947.54	$ 947.54
Nov 1- Nov 15	$ 2,681.46	$ 2,522.33
TOTAL PERSONAL PROTECTIVE EQUIPMENT	$ 11,569.79	$ 11,410.66
GRAND TOTAL OF ALL ELGIBLE EXPENSES	**$ 2,436,279.70**	**$ 2,038,029.00**

CC Regular Session **5. 10.**

Meeting Date: 12/08/2020

By: Chloe McGuire Brigl, Community Development

Information

Title

Adopt Resolution #20-225 Curbside Recycling Contract with Ace Solid Waste

Purpose/Background:

The purpose of this case is to approved a final Contract for curbside recycling with Ace Solid Waste based on consensus direction from the November 10, 2020 City Council Work Session. Staff was directed to finalize a contract with ACE Solid Waste for a 5 year curbside recycling contract.

Notification:

No notification required.

Observations/Alternatives:

State Statute requires that residents, including both single family and multifamily residences, have the opportunity to recycle. The City has historically satisfied this requirement with a contract for curbside collection of residentially generated recyclables. The City has had a contract with ACE Solid Waste since approximately 1998. ACE Solid Waste calls Ramsey home and has provided good service over the course of almost twenty (20) years. The City and ACE continue to have a good working relationship and ACE continues to be actively engaged in the community. However, it should be noted that ACE Solid Waste is no longer locally owned; Waste Connections Inc., headquartered in Texas, purchased ACE late in 2013. But, ACE continues to provide great service.

While a short-term extension was originally granted through March 31, 2021 to allow continued negotiations, this extension is not necessary if the full contract is approved and will begin on January 1, 2021.

The City Council discussed this topic at their October 13, 2020 regular session and November 10, 2020 work session and supported continuing direct negotiations with ACE Solid Waste with a consistent price for residents, as opposed to a previously proposed price with annual escalators built in. ACE Solid Waste provided the following rates for a 5 year contract:

2021	$3.98
2022	$3.98
2023	$3.98
2024	$3.98
2025	$3.98

Funding Source:

Funding for the administration of the City's curbside recycling program is provided through the State of Minnesota's Select Committee on Recycling and the Environment (SCORE).

Recommendation:

Staff recommends the City Council approve the five (5) year contract with flat rate pricing for Ramsey residents.

Action:

Motion to adopt Resolution #20-225 approving a five (5) year contract with ACE Solid Waste for curbside recycling.

Attachments

Resolution #20-225
Redlined Contract
Draft Contract
Oct 13, 2020 City Council Minutes
Nov 10, 2020 Work Session Minutes

Form Review

Inbox	Reviewed By	Date
Tim Gladhill	Tim Gladhill	12/02/2020 02:59 PM
Tim Gladhill	Tim Gladhill	12/03/2020 09:02 AM
Kurt Ulrich	Kurt Ulrich	12/03/2020 12:01 PM
Form Started By: Chloe McGuire Brigl		Started On: 11/30/2020 11:24 AM
Final Approval Date: 12/03/2020		

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

RESOLUTION #20-225

RESOLUTION TO ENTER INTO A CURBSIDE RECYCLING CONTRACT WITH ACE SOLID WASTE INC.

WHEREAS, the City currently has a contract with ACE Solid Waste, Inc. for the curbside collection of residential recyclables that is set to terminate at the end of 2020; and

WHEREAS, in March of 2020, the Environmental Policy Board (EPB) reviewed options for curbside recycling and recommended that the City negotiate a new curbside recycling contract with ACE Solid Waste, Inc.; and

WHEREAS, in May of 2020, the City Council supported the EPB's recommendation and directed City Staff to negotiate a new curbside recycling contract with ACE Solid Waste, Inc. for consideration by City Council; and

WHEREAS, the City Council approved the contract on December 8, 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 Mayor and City Administrator are hereby authorized execute a new curbside recycling contract with ACE Solid Waste, Inc. for residential recycling services subject to review and approval as to legal form by the City Attorney.

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

and the following voted against the same:

and the following abstained:

and the following were absent:

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 8th day of December, 2020.

_____
Mayor

ATTEST:

City Clerk

CITY OF RAMSEY
CONTRACT FOR CURBSIDE
RECYCLING SERVICES

This agreement is made as of the _____st day of _____, 2021, between the City of Ramsey, a Minnesota municipal corporation located at 7550 Sunwood Drive, Ramsey, MN 55303 ("City"), and Ace Solid Waste, Inc. a Minnesota corporation located at 6601 McKinley St. N.W., Ramsey, MN 55303 ("Contractor").

The City and the Contractor agree as follows:

SECTION 1. PURPOSE

The purpose of this agreement is to establish a curbside Recycling Program for the collection of Recyclable Materials from residents of the City of Ramsey.

SECTION 2. DEFINITIONS

For purposes of this Contract, the following words and terms shall have the definitions given them by this section.

A. "CITY ADMINISTRATOR" means the then duly appointed and qualified City Administrator of the City of Ramsey.

B. "CONTAINER" means plastic wheeled carts with lids provided by and maintained by the Contractor in which Recyclable Materials can be stored and later placed at curbside for collection as specified by the City.

C. "EXCLUDED WASTE" means any radioactive, volatile, corrosive, highly flammable, explosive, biomedical, infectious, biohazardous, toxic or hazardous material as defined by applicable federal, state or local laws or regulations.

D. "RECYCLING PROGRAM" means the collecting of all Recyclable Materials accumulated in Containers at Residential Properties located within the City and the transporting of the Recyclable Materials to a site where they can be processed for the marketplace as determined by the Contractor.

E. "RECYCLABLE MATERIALS" means glass containers having no plastic, metal or other lids, plastic containers, tubs and lids, metal beverage and food cans, newspapers, corrugated cardboard, boxboard defined as cereal, cake, and chip boxes, paper cartons defined as juice, milk, soup and broth cartons, mixed mail, paperback books, magazines and phone books and other materials as mutually agreed by the City and Contractor.

F. "RESIDENTIAL PROPERTY" means all single family and other residential dwelling units where a separate driveway and/or garage exist for each unit or group of units within City

limits. Multi-unit apartment buildings and residential dwelling units above commercial businesses, which, for the purposes of this contract, are not defined as Residential Property, are specifically excluded from this contract.

G. "SINGLE SORT RECYCLING" means residents may place all Recyclable Materials in the Container provided without sorting by type of material.

SECTION 3. SERVICES TO BE PERFORMED

A. For recycling purposes, the City is divided into two collection areas: ~~the~~ an east side and west side. The dividing line is Sunfish Lake Boulevard and Nowthen Boulevard. The Contractor shall collect at curbside all Recyclable Materials from every Residential Property in the City on an every other week schedule, with the east side collected one week and the west side collected the next week. The Contractor will inform the City of the current collection schedule and update the City if the schedule ~~if it~~ changes. If the Contractor desires to change the collection day for any Residential Property, or group of properties, the request must be submitted in writing to the City. Changes in collection days cannot be made without advance approval of the City. The Contractor is responsible for educating residents of any day change with at least two education notices.

B. The Contractor shall not be required to make regular collections on State of Minnesota legal holidays; provided, however, that collection shall occur on the routes reasonably in advance thereof or thereafter in the opinion of the City and Contractor so that the every other week schedule can be completed regardless of a holiday.

C. The Contractor shall provide the following equipment and labor biannually or triannually for recycling events:

1. Roll-off boxes or equivalent as mutually agreed upon by the City and Contractor for the drop off of scrap metal and Recyclable Materials by City residents.
2. All required labor for loading and removal of materials collected
3. Trucking services for the delivery and removal of the roll-off boxes
4. If the City and the Contractor determine the need to hold recycling event(s) at the Contractor's location, the City will provide reasonable notice for Contractor to prepare their location.

D. The Contractor will provide every Residential Property with a Container. Single family homes will receive a ninety-five (95) ~~sixty-five (65)~~ gallon size Container and each townhome will receive a sixty-five (65) ~~thirty-five (35)~~ gallon size Container. After ninety (90) days, residents may exchange their delivered Container with a smaller or larger Container based on their needs. Container exchanges for size are limited to once per year per resident.

1. The Contractor shall provide a second Container to a Residential Property upon request at no cost as long as the Residential Property already has the largest

available Container size.

2. If a Residential Property requests a 2nd Container and the Residential Property is not conducting a business from their home, but the Residential Property is requesting the 2nd cart to be collected at a different collection point from their first Container, the Residential Property will be charged an additional per unit fee by the Contractor directly to the Residential Property.
3. A Residential Property requesting to have their Container cleaned or exchanged due to regul~~u~~ar use will pay a Container Exchange fee directly to the Contractor of $35.00 per Container.

E. The Contractor will support Recycling Program promotion as follows:

1. Contractor will provide the ReCollect App Recycle Wizard and Schedule Reminder tools to all Residential Properties via the City's website and the Contractor's website.

~~1. When Containers are delivered for the Single Sort Recycling Program, the Contractor will include a printed flyer detailing and promoting the program.~~
~~2. The Contractor, in conjunction with City, will develop a promotional program that includes a quarterly recycling participation contest and an "opt-in" e-mail address database for those residents who want to be kept informed on the latest recycling developments.~~
~~3.~~2. ~~In order to help the City identify new recyclers, the Contractor will send a monthly "Cart Delivered" report to the~~ All Containers delivered for recycling will have a printed education flyer attached to the lid outlining the details of the Recycling Program.
3. The Contractor will meet with the City at least once every quarter, or as deemed ~~appropriate to~~appropriate, to discuss and consider outreach and educational information and materials to promote recycling, target specific Recyclable Materials, and identify problem materials that are not acceptable.

a. Contractor shall assist with preparation of articles for inclusion in the City's bi-monthly newsletter and the Ramsey Recycler publication. Articles shall focus on seasonal problem materials and/or seasonal increases in certain Recyclable Materials and other topics that will help improve tonnage and participation and reduce contamination.

F. The Contractor will provide Containers or equivalent at the City's public works facility for delivery of Recyclable Materials collected by City employees in the City parks and at City events. Size of Containers and frequency of collection will match the need. The Contractor has created a Public Drop-off for Recycling Materials and Organic Materials at their location that the City can promote the use to the City residents and commercial businesses. ~~Public "drop-off" will not be allowed.~~

G. The Contractor shall work with the City to develop and implement new programs and pilot projects to help increase tonnage and participation in the Recycling Program. Examples may include:

1. Expanding the list of Recyclable Materials.
2. Providing equipment for additional drop-off opportunities (e.g. additional cardboard over holidays, organics collection, yard waste collection in the fall, etc.)
3. Working with the City to provide additional curbside pick-up services (e.g. City-wide curbside appliance and/or electronics collection).
~~3.~~4. Should a governmental agency require the curbside collection of organic material (food waste) from Residential Properties, the City and Contractor shall collaborate to create an acceptable program for the City and Contractor.

H. Notwithstanding any other term contained herein, the Contractor shall have no obligation to collect any waste which is, or which the Contractor reasonably believes to be, Excluded Waste. Title to and liability for any Excluded Waste shall remain with resident/generator of such Excluded Waste, even if the Contractor inadvertently collects and disposes of such Excluded Waste. If the Contractor finds what reasonably appears to be discarded Excluded Waste, the Contractor shall notify the resident/business/generator, if such can be determined, that the Contractor may not lawfully collect such Excluded Waste and leave a tag specifying the nearest location available for appropriate disposal.

SECTION 4. TERM OF CONTRACT

A. The term of this Contract shall be January 1, 2021~~18~~ through December 31, 2025~~0~~ (the "Contract Term").

Commented [CA1]: Will be based on City Council direction.

B. This Contract may be renewed at the City's option. Any renewal shall be subject to mutual Contract amendments proposed by the City and/or the Contractor. The unit cost of the Recycling Program shall be negotiated by the City and the Contractor prior to the granting of the renewal. The City may, however, in its sole discretion, seek competitive bids for renewal, and in its discretion, select another Contractor.

C. The City shall notify the Contractor a minimum of three (3) months prior to the Contract's termination if the City intends to request a renewal. If the Contractor does not intend to renew this Contract, it shall notify the City at least six (6) months prior to the Contract's termination. If the Contractor notifies the City of its intent not to renew this Contract, it shall not bid on the new Contract.

SECTION 5. PREPARATION FOR COLLECTION

A. All occupants of Residential Properties in the City will be directed to prepare and store Recyclable Materials in a manner consistent with the Contractor's collection program.

B. City residents will be advised that Containers in which Recyclable Materials have been stored must be placed on the boulevard area of the street in front of their residence for collection. Containers must be placed for collection by **6:30 a.m.** on the scheduled day of collection. Walk up service for qualified Residential Properties will be provided at

no additional costs. Drive-in service shall be billed by the Contractor directly to the Residential Property at a rate of $10 per month.

C. All Recyclable Materials placed for collection shall be owned by, and be the responsibility of, the occupants of each Residential Property until said materials are handled by the Contractor. Upon handling of the Containers and Recyclable Materials by the Contractor, the Recyclable Materials become the property and responsibility of the Contractor.

SECTION 6. CONTRACTOR'S EQUIPMENT

A. All vehicles used by the Contractor in picking up the Recyclable Materials from the Residential Properties shall be painted and marked uniformly and shall be identified on both sides of the vehicle. Broom and shovel in good usable condition shall be placed and maintained on each vehicle.

B. The Contractor shall make all collections of Recyclable Materials in vehicles with closed tops on the load portion so that contents will not spill or leak. All of the Contractor's receptacles and vehicles shall be kept clean and as free from offensive odors as possible and shall not be allowed to stand in any street or other place longer than is reasonably necessary to collect Recyclable Materials.

C. The Contractor shall keep all equipment used in the performance of the work required by this Contract in good operating condition and in a clean, sanitary condition and shall thoroughly wash each vehicle at least twice each month or before each semi-monthly collection unless the same has not been used since the last washing. All of the Contractor's equipment is subject to periodic inspection by the City to assure that said vehicles and/or equipment are being maintained in a clean and sanitary condition.

SECTION 7. CONTRACTOR'S OPERATIONS

A. The Contractor shall establish and maintain, in a location approved by the City Administrator, an office staffed and capable of accepting complaints and customer calls. The office shall be in service during the hours of 8:00 a.m. to 4:30 p.m.~~5:00 p.m.~~ on all days of collection as specified herein. The address and telephone number of the office shall be given to the City in writing. Any changes in address and telephone number of the office shall be given to the City in writing at least ten (10) working days prior to such change.

B. The Contractor shall collect curbside Recyclable Materials between the hours of 7:00am and 6:00pm or as mutually agreed upon by the Contractor and the City.

C. Complaints on service will be taken and collected by the City in addition to those received

at the Contractor's office. The City will notify the Contractor of all complaints it receives. The Contractor is responsible for all corrective actions. A record of all such complaints and the action taken thereon shall be kept by the Contractor and reported to the City's Community Development Department whenever requested. All complaints shall be answered by the Contractor courteously and promptly.

D. The City shall notify the Contractor by 12:00 noon on the work day following the scheduled pick-up of all missed stops. The Contractor is required to service such locations before 5:00 p.m. on the date of notification.

E. The Contractor's employees shall handle all Containers with reasonable care to avoid damage, shall replace all Containers in an upright position and shall immediately clean up and dispose of any Recyclable Materials which may have fallen out of a Container.

F. The performance of the Contract shall be done by the Contractor with forces adequate to insure the satisfactory collection and disposal of the Recyclable Materials at all times. Contractor's failure to perform shall not be excused by adverse conditions of weather, breakdown and similar hindrances, including those caused by force majeure.

G. The Contractor shall certify that the materials collected in the Recycling Program are delivered to a recycling processing center. Materials found to be landfilled are in violation of City ordinance and will cause the Contractor to incur the penalties listed in the City's recycling ordinance.

SECTION 8. COMPENSATION

A. The City will compensate the Contractor for the collection of Recyclable Materials from City residents at a rate of $~~X.XX2.95~~3.98 per month per Residential Property for 2021, and then follow the schedule below for future years ~~during~~through the duration ~~the duration~~ of the Contract. The City shall make payment to the Contractor by the 20th day of each month for the charges incurred during the immediately preceding month.

Year	Price
2021	$3.98
2022	$3.98
2023	$3.98
2024	$3.98
2025	$3.98

B. The number of Residential Properties will be updated not less than every calendar quarter and will be equal to the number of Residential Properties billed for participation

in the Recycling Program through the City's utility billing system.

C. The monthly rate per Residential Property is fixed and cannot be changed without mutual agreement of both parties.

SECTION 9. FILING OF REPORTS

The Contractor shall submit a monthly summary describing the residents' participation rate, the quantity (tonnage) and kinds of all Recyclable Materials collected and the primary purchaser(s) of the Recyclable Materials. Monthly summaries shall be submitted to the City's Recycling Coordinator, either electronically or via mail, no later than the 15th day of the month following the month for which the report is submitted.

The Contractor shall also submit a summary report within three (3) weeks following each biannual or triannual recycling event. The summary report shall identify each material collected as well as the tonnage of each material.

SECTION 10. ACCESS TO RECORDS

The Contractor shall permit the City to review its books, documents, papers and records that are directly related to the performance of this Contract for the purpose of making an audit, and other examinations deemed necessary by the City.

SECTION 11. INSURANCE

Prior to the commencement of this Contract, the Contractor shall furnish the City with certificates or copies of the following policies of insurance, approved by the City Administrator, showing that such insurance is in force. All endorsements shall apply to both bodily injury or death and property damage coverage.

A. Comprehensive general public liability insurance insuring against liability for bodily injury or death, in the sum of $500,000 for any one person and in the sum of $1,000,000 for two or more persons in the same occurrence, and for damages to property in the sum of $500,000.

B. Workers' compensation insurance and employers' liability insurance as required by law.

C. Automobile liability and property damage insurance, including coverage for non- owned and hired vehicles, in limits as for comprehensive general public liability coverage stated above.

The City shall be named as an additional insured on the above policies, for coverage needed

only for work, as specified in this Contract. The Contractor shall provide the City with thirty (30) days' written notice prior to any cancellation or termination of any of the insurance policies required hereunder.

No policy shall contain any provisions for exclusions from liability other than provisions for exclusion from liability forming part of the standard basic unamended and unendorsed form of policy, except that no exclusion will be permitted in any event if it conflicts with a coverage expressly required in this Contract, and in addition, no policy shall contain any exclusion from bodily injury to, or sickness, disease or death of any coverage under the contractual liability endorsement of the liability of the Contractor under this Contract. Compliance by the Contractor with the foregoing requirements to carry insurance and furnish certificates shall not relieve the Contractor from liability assumed under any provisions of this Contract.

SECTION 12. INDEMNIFICATION

The Contractor shall indemnify and hold harmless the City and its officers, agents and employees from and against all claims, damages, losses or expenses, including attorney fees, for which it may be held liable, arising out of or resulting from the assertion against them of any claims, debts or obligations in consequence of the performance of this Contract by the Contractor, its employees, agents or subcontractors. Notwithstanding anything contained herein to the contrary, the Contractor shall have no obligation to indemnify the City, or any of the City's subsidiaries, affiliates, or related companies, or any of their respective employees, agents, representatives, officers, managers, contractors, or subcontractors, or any other party, to the extent any claims, suits, actions, losses, damages, liabilities, costs or expenses arise out of: (i) the negligence or willful misconduct of the City, or any of the City's officials, employees, agents, representatives, officers, managers, contractors, or subcontractors, or any other party, (ii) the City's breach of any of the terms, conditions, representations, or warranties contained in this Contract, or (iii) the violation of any law, rule, regulation, ordinance, order, permit, or license by the City, or any of the City's officials, employees, agents, representatives, officers, managers, contractors, or subcontractors, or any other party.

Nothing in this Contract shall be construed to create an employer/employee, partnership, joint venture, license or agency relationship between the parties hereto and neither party shall have the right or authority to bind the other in any manner. For purposes of this Contract, Contractor shall be deemed an "independent contractor" as defined by law. Contractor's employees shall not be entitled to any employment benefits given to City employees.

SECTION 13. TERMINATION

If during the Term of this Contract either party shall be in breach of any provision of this Contract, the other party may suspend its performance hereunder until such breach has been cured or terminate this Contract; provided, however, that no termination of this Contract shall be effective until the complaining party has given written notice of such breach to the breaching party and the breaching party has failed to cure such breach within ten (10) days after its receipt of such notice.

Upon any such failure to cure, the complaining party may terminate this Contract by giving the breaching party written notice of such termination, which shall become effective upon receipt of such notice.

SECTION 14. PENALTIES AND DAMAGES

A. Failure by the Contractor to perform under this Contract, may result in its termination and/or claims by the City for damages.

B. In the event of breach of this Contract by the Contractor, or proven negligence by the Contractor, the Contractor agrees to pay, in addition to the actual damages sustained by the City as a result thereof, the reasonable attorney's fees incurred by the City in pursuing any of its rights under this Contract.

SECTION 15. SUCCESSORS AND ASSIGNS

The Contractor binds itself, its successors, executors, administrators and assigns to the City in respect to all covenants of this Contract, except that the Contractor shall not assign or transfer any part of its interest in this Contract nor shall the Contractor assign any moneys due, or to become due, without the City's written consent.

SECTION 16. AMENDMENT, MODIFICATION OR WAIVER

No amendment, modification, or waiver of any condition, provision, or term of this Contract shall be valid or of any effect unless made in writing, signed by the party or parties to be bound or by its duly authorized representative, and specifying with particularity the extent and nature of such amendment, modification, or wavier. Any waiver by any party or any default of another party shall not affect or impair any right arising from any subsequent default.

SECTION 17. SEVERABLE PROVISIONS

Each provision, section, sentence, clause, phrase, and word of this Contract is intended to be severable. If any provision, section, sentence, clause, phrase, or word hereof is illegal or invalid for any reason whatsoever, such illegality or invalidity shall not affect the validity of the remainder of this Contract.

SECTION 18. ENTIRE CONTRACT

This Contract contains the entire understanding of the parties hereto with respect to the transactions contemplated hereby and supersedes all prior agreements and understanding between the parties with respect to such subject matter. No representations, warranties, undertakings, or promises, whether oral, implied, written, or otherwise, have been made by either party hereto to the other unless expressly stated in this Contract or unless mutually agreed to in writing between the parties hereto after the date hereof, and neither party has relied on any verbal representations, agreements, or understandings not expressly set forth herein.

SECTION 19. CAPTIONS, HEADINGS OR TITLES

All captions, headings or titles in the paragraphs or sections of this Contract are inserted for convenience of reference only and shall not constitute a part of this Contract as a limitation of the scope of the particular paragraphs or sections to which they apply.

The representative of Ace Solid Waste, Inc., hereby acknowledges receipt of this Contract and has reviewed the conditions of this Contract and has agreed that they comply with the terms of this Contract.

CITY OF RAMSEY, MINNESOTA

_____
Mayor

_____
City Administrator

ACE SOLID WASTE, INC.

By: _____

Its: _____

CITY OF RAMSEY
CONTRACT FOR CURBSIDE
RECYCLING SERVICES

This agreement is made as of the _____st day of _____, 2021, between the City of Ramsey, a Minnesota municipal corporation located at 7550 Sunwood Drive, Ramsey, MN 55303 ("City"), and Ace Solid Waste, Inc. a Minnesota corporation located at 6601 McKinley St. N.W., Ramsey, MN 55303 ("Contractor").

The City and the Contractor agree as follows:

SECTION 1. PURPOSE

The purpose of this agreement is to establish a curbside Recycling Program for the collection of Recyclable Materials from residents of the City of Ramsey.

SECTION 2. DEFINITIONS

For purposes of this Contract, the following words and terms shall have the definitions given them by this section.

A. "CITY ADMINISTRATOR" means the then duly appointed and qualified City Administrator of the City of Ramsey.

B. "CONTAINER" means plastic wheeled carts with lids provided by and maintained by the Contractor in which Recyclable Materials can be stored and later placed at curbside for collection as specified by the City.

C. "EXCLUDED WASTE" means any radioactive, volatile, corrosive, highly flammable, explosive, biomedical, infectious, biohazardous, toxic or hazardous material as defined by applicable federal, state or local laws or regulations.

D. "RECYCLING PROGRAM" means the collecting of all Recyclable Materials accumulated in Containers at Residential Properties located within the City and the transporting of the Recyclable Materials to a site where they can be processed for the marketplace as determined by the Contractor.

E. "RECYCLABLE MATERIALS" means glass containers having no plastic, metal or other lids, plastic containers, tubs and lids, metal beverage and food cans, newspapers, corrugated cardboard, boxboard defined as cereal, cake, and chip boxes, paper cartons defined as juice, milk, soup and broth cartons, mixed mail, paperback books, magazines and phone books and other materials as mutually agreed by the City and Contractor.

F. "RESIDENTIAL PROPERTY" means all single family and other residential dwelling units where a separate driveway and/or garage exist for each unit or group of units within City

limits. Multi-unit apartment buildings and residential dwelling units above commercial businesses, which, for the purposes of this contract, are not defined as Residential Property, are specifically excluded from this contract.

G. "SINGLE SORT RECYCLING" means residents may place all Recyclable Materials in the Container provided without sorting by type of material.

SECTION 3. SERVICES TO BE PERFORMED

A. For recycling purposes, the City is divided into two collection areas: an east side and west side. The dividing line is Sunfish Lake Boulevard and Nowthen Boulevard. The Contractor shall collect at curbside all Recyclable Materials from every Residential Property in the City on an every other week schedule, with the east side collected one week and the west side collected the next week. The Contractor will inform the City of the current collection schedule and update the City if the schedule changes. If the Contractor desires to change the collection day for any Residential Property, or group of properties, the request must be submitted in writing to the City. Changes in collection days cannot be made without advance approval of the City. The Contractor is responsible for educating residents of any day change with at least two education notices.

B. The Contractor shall not be required to make regular collections on State of Minnesota legal holidays; provided, however, that collection shall occur on the routes reasonably in advance thereof or thereafter in the opinion of the City and Contractor so that the every other week schedule can be completed regardless of a holiday.

C. The Contractor shall provide the following equipment and labor biannually or triannually for recycling events:

1. Roll-off boxes or equivalent as mutually agreed upon by the City and Contractor for the drop off of scrap metal and Recyclable Materials by City residents.
2. All required labor for loading and removal of materials collected
3. Trucking services for the delivery and removal of the roll-off boxes
4. If the City and the Contractor determine the need to hold recycling event(s) at the Contractor's location, the City will provide reasonable notice for Contractor to prepare their location.

D. The Contractor will provide every Residential Property with a Container. Single family homes will receive a ninety-five (95) gallon size Container and each townhome will receive a sixty-five (65) gallon size Container. After ninety (90) days, residents may exchange their delivered Container with a smaller or larger Container based on their needs. Container exchanges for size are limited to once per year per resident.

1. The Contractor shall provide a second Container to a Residential Property upon request at no cost as long as the Residential Property already has the largest available Container size.

2. If a Residential Property requests a 2nd Container and the Residential Property is not conducting a business from their home, but the Residential Property is requesting the 2nd cart to be collected at a different collection point from their first Container, the Residential Property will be charged an additional per unit fee by the Contractor directly to the Residential Property.
3. A Residential Property requesting to have their Container cleaned or exchanged due to regular use will pay a Container Exchange fee directly to the Contractor of $35.00 per Container.

E. The Contractor will support Recycling Program promotion as follows:
1. Contractor will provide the ReCollect App Recycle Wizard and Schedule Reminder tools to all Residential Properties via the City's website and the Contractor's website.
2. All Containers delivered for recycling will have a printed education flyer attached to the lid outlining the details of the Recycling Program.
3. The Contractor will meet with the City at least once every quarter, or as deemed appropriate, to discuss and consider outreach and educational information and materials to promote recycling, target specific Recyclable Materials, and identify problem materials that are not acceptable.

    a. Contractor shall assist with preparation of articles for inclusion in the City's bi-monthly newsletter and the Ramsey Recycler publication. Articles shall focus on seasonal problem materials and/or seasonal increases in certain Recyclable Materials and other topics that will help improve tonnage and participation and reduce contamination.

F. The Contractor will provide Containers or equivalent at the City's public works facility for delivery of Recyclable Materials collected by City employees in the City parks and at City events. Size of Containers and frequency of collection will match the need. The Contractor has created a Public Drop-off for Recycling Materials and Organic Materials at their location that the City can promote the use to the City residents and commercial businesses.

G. The Contractor shall work with the City to develop and implement new programs and pilot projects to help increase tonnage and participation in the Recycling Program. Examples may include:

1. Expanding the list of Recyclable Materials.
2. Providing equipment for additional drop-off opportunities (e.g. additional cardboard over holidays, organics collection, yard waste collection in the fall, etc.)
3. Working with the City to provide additional curbside pick-up services (e.g. City-wide curbside appliance and/or electronics collection).
4. Should a governmental agency require the curbside collection of organic material (food waste) from Residential Properties, the City and Contractor shall collaborate to create an acceptable program for the City and Contractor.

H. Notwithstanding any other term contained herein, the Contractor shall have no obligation to collect any waste which is, or which the Contractor reasonably believes to be, Excluded

Waste. Title to and liability for any Excluded Waste shall remain with resident/generator of such Excluded Waste, even if the Contractor inadvertently collects and disposes of such Excluded Waste. If the Contractor finds what reasonably appears to be discarded Excluded Waste, the Contractor shall notify the resident/business/generator, if such can be determined, that the Contractor may not lawfully collect such Excluded Waste and leave a tag specifying the nearest location available for appropriate disposal.

SECTION 4. TERM OF CONTRACT

A. The term of this Contract shall be January 1, 2021 through December 31, 2025 (the "Contract Term").

B. This Contract may be renewed at the City's option. Any renewal shall be subject to mutual Contract amendments proposed by the City and/or the Contractor. The unit cost of the Recycling Program shall be negotiated by the City and the Contractor prior to the granting of the renewal. The City may, however, in its sole discretion, seek competitive bids for renewal, and in its discretion, select another Contractor.

C. The City shall notify the Contractor a minimum of three (3) months prior to the Contract's termination if the City intends to request a renewal. If the Contractor does not intend to renew this Contract, it shall notify the City at least six (6) months prior to the Contract's termination. If the Contractor notifies the City of its intent not to renew this Contract, it shall not bid on the new Contract.

SECTION 5. PREPARATION FOR COLLECTION

A. All occupants of Residential Properties in the City will be directed to prepare and store Recyclable Materials in a manner consistent with the Contractor's collection program.

B. City residents will be advised that Containers in which Recyclable Materials have been stored must be placed on the boulevard area of the street in front of their residence for collection. Containers must be placed for collection by **6:30 a.m.** on the scheduled day of collection. Walk up service for qualified Residential Properties will be provided at no additional costs. Drive-in service shall be billed by the Contractor directly to the Residential Property at a rate of $10 per month.

C. All Recyclable Materials placed for collection shall be owned by, and be the responsibility of, the occupants of each Residential Property until said materials are handled by the Contractor. Upon handling of the Containers and Recyclable Materials by the Contractor, the Recyclable Materials become the property and responsibility of the Contractor.

SECTION 6. CONTRACTOR'S EQUIPMENT

A. All vehicles used by the Contractor in picking up the Recyclable Materials from the Residential Properties shall be painted and marked uniformly and shall be identified on both sides of the vehicle. Broom and shovel in good usable condition shall be placed and maintained on each vehicle.

B. The Contractor shall make all collections of Recyclable Materials in vehicles with closed tops on the load portion so that contents will not spill or leak. All of the Contractor's receptacles and vehicles shall be kept clean and as free from offensive odors as possible and shall not be allowed to stand in any street or other place longer than is reasonably necessary to collect Recyclable Materials.

C. The Contractor shall keep all equipment used in the performance of the work required by this Contract in good operating condition and in a clean, sanitary condition and shall thoroughly wash each vehicle at least twice each month or before each semi-monthly collection unless the same has not been used since the last washing. All of the Contractor's equipment is subject to periodic inspection by the City to assure that said vehicles and/or equipment are being maintained in a clean and sanitary condition.

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A. The Contractor shall establish and maintain, in a location approved by the City Administrator, an office staffed and capable of accepting complaints and customer calls. The office shall be in service during the hours of 8:00 a.m. to 4:30 p.m. on all days of collection as specified herein. The address and telephone number of the office shall be given to the City in writing. Any changes in address and telephone number of the office shall be given to the City in writing at least ten (10) working days prior to such change.

B. The Contractor shall collect curbside Recyclable Materials between the hours of 7:00am and 6:00pm or as mutually agreed upon by the Contractor and the City.

C. Complaints on service will be taken and collected by the City in addition to those received at the Contractor's office. The City will notify the Contractor of all complaints it receives. The Contractor is responsible for all corrective actions. A record of all such complaints and the action taken thereon shall be kept by the Contractor and reported to the City's Community Development Department whenever requested. All complaints shall be answered by the Contractor courteously and promptly.

D. The City shall notify the Contractor by 12:00 noon on the work day following the scheduled pick-up of all missed stops. The Contractor is required to service such locations before 5:00 p.m. on the date of notification.

E. The Contractor's employees shall handle all Containers with reasonable care to avoid

damage, shall replace all Containers in an upright position and shall immediately clean up and dispose of any Recyclable Materials which may have fallen out of a Container.

F. The performance of the Contract shall be done by the Contractor with forces adequate to insure the satisfactory collection and disposal of the Recyclable Materials at all times. Contractor's failure to perform shall not be excused by adverse conditions of weather, breakdown and similar hindrances, including those caused by force majeure.

G. The Contractor shall certify that the materials collected in the Recycling Program are delivered to a recycling processing center. Materials found to be landfilled are in violation of City ordinance and will cause the Contractor to incur the penalties listed in the City's recycling ordinance.

SECTION 8. COMPENSATION

A. The City will compensate the Contractor for the collection of Recyclable Materials from City residents at a rate of $3.98 per month per Residential Property for 2021, and then follow the schedule below for future years through the duration of the Contract. The City shall make payment to the Contractor by the 20th day of each month for the charges incurred during the immediately preceding month.

Year	Price
2021	$3.98
2022	$3.98
2023	$3.98
2024	$3.98
2025	$3.98

B. The number of Residential Properties will be updated not less than every calendar quarter and will be equal to the number of Residential Properties billed for participation in the Recycling Program through the City's utility billing system.

C. The monthly rate per Residential Property is fixed and cannot be changed without mutual agreement of both parties.

SECTION 9. FILING OF REPORTS

The Contractor shall submit a monthly summary describing the residents' participation rate, the quantity (tonnage) and kinds of all Recyclable Materials collected and the primary purchaser(s) of the Recyclable Materials. Monthly summaries shall be submitted to the City's

Recycling Coordinator, either electronically or via mail, no later than the 15th day of the month following the month for which the report is submitted.

The Contractor shall also submit a summary report within three (3) weeks following each biannual or triannual recycling event. The summary report shall identify each material collected as well as the tonnage of each material.

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Prior to the commencement of this Contract, the Contractor shall furnish the City with certificates or copies of the following policies of insurance, approved by the City Administrator, showing that such insurance is in force. All endorsements shall apply to both bodily injury or death and property damage coverage.

A. Comprehensive general public liability insurance insuring against liability for bodily injury or death, in the sum of $500,000 for any one person and in the sum of $1,000,000 for two or more persons in the same occurrence, and for damages to property in the sum of $500,000.

B. Workers' compensation insurance and employers' liability insurance as required by law.

C. Automobile liability and property damage insurance, including coverage for non- owned and hired vehicles, in limits as for comprehensive general public liability coverage stated above.

The City shall be named as an additional insured on the above policies, for coverage needed only for work, as specified in this Contract. The Contractor shall provide the City with thirty (30) days' written notice prior to any cancellation or termination of any of the insurance policies required hereunder.

No policy shall contain any provisions for exclusions from liability other than provisions for exclusion from liability forming part of the standard basic unamended and unendorsed form of policy, except that no exclusion will be permitted in any event if it conflicts with a coverage expressly required in this Contract, and in addition, no policy shall contain any exclusion from bodily injury to, or sickness, disease or death of any coverage under the contractual liability endorsement of the liability of the Contractor under this Contract. Compliance by the Contractor with the foregoing requirements to carry insurance and furnish certificates shall not relieve the Contractor from liability assumed under any

provisions of this Contract.

SECTION 12. INDEMNIFICATION

The Contractor shall indemnify and hold harmless the City and its officers, agents and employees from and against all claims, damages, losses or expenses, including attorney fees, for which it may be held liable, arising out of or resulting from the assertion against them of any claims, debts or obligations in consequence of the performance of this Contract by the Contractor, its employees, agents or subcontractors. Notwithstanding anything contained herein to the contrary, the Contractor shall have no obligation to indemnify the City, or any of the City's subsidiaries, affiliates, or related companies, or any of their respective employees, agents, representatives, officers, managers, contractors, or subcontractors, or any other party, to the extent any claims, suits, actions, losses, damages, liabilities, costs or expenses arise out of: (i) the negligence or willful misconduct of the City, or any of the City's officials, employees, agents, representatives, officers, managers, contractors, or subcontractors, or any other party, (ii) the City's breach of any of the terms, conditions, representations, or warranties contained in this Contract, or (iii) the violation of any law, rule, regulation, ordinance, order, permit, or license by the City, or any of the City's officials, employees, agents, representatives, officers, managers, contractors, or subcontractors, or any other party.

Nothing in this Contract shall be construed to create an employer/employee, partnership, joint venture, license or agency relationship between the parties hereto and neither party shall have the right or authority to bind the other in any manner. For purposes of this Contract, Contractor shall be deemed an "independent contractor" as defined by law. Contractor's employees shall not be entitled to any employment benefits given to City employees.

SECTION 13. TERMINATION

If during the Term of this Contract either party shall be in breach of any provision of this Contract, the other party may suspend its performance hereunder until such breach has been cured or terminate this Contract; provided, however, that no termination of this Contract shall be effective until the complaining party has given written notice of such breach to the breaching party and the breaching party has failed to cure such breach within ten (10) days after its receipt of such notice. Upon any such failure to cure, the complaining party may terminate this Contract by giving the breaching party written notice of such termination, which shall become effective upon receipt of such notice.

SECTION 14. PENALTIES AND DAMAGES

A. Failure by the Contractor to perform under this Contract, may result in its termination and/or claims by the City for damages.

B. In the event of breach of this Contract by the Contractor, or proven negligence by the Contractor, the Contractor agrees to pay, in addition to the actual damages sustained by the City as a result thereof, the reasonable attorney's fees incurred by the City in pursuing any

of its rights under this Contract.

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The Contractor binds itself, its successors, executors, administrators and assigns to the City in respect to all covenants of this Contract, except that the Contractor shall not assign or transfer any part of its interest in this Contract nor shall the Contractor assign any moneys due, or to become due, without the City's written consent.

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SECTION 17. SEVERABLE PROVISIONS

Each provision, section, sentence, clause, phrase, and word of this Contract is intended to be severable. If any provision, section, sentence, clause, phrase, or word hereof is illegal or invalid for any reason whatsoever, such illegality or invalidity shall not affect the validity of the remainder of this Contract.

SECTION 18. ENTIRE CONTRACT

This Contract contains the entire understanding of the parties hereto with respect to the transactions contemplated hereby and supersedes all prior agreements and understanding between the parties with respect to such subject matter. No representations, warranties, undertakings, or promises, whether oral, implied, written, or otherwise, have been made by either party hereto to the other unless expressly stated in this Contract or unless mutually agreed to in writing between the parties hereto after the date hereof, and neither party has relied on any verbal representations, agreements, or understandings not expressly set forth herein.

SECTION 19. CAPTIONS, HEADINGS OR TITLES

All captions, headings or titles in the paragraphs or sections of this Contract are inserted for convenience of reference only and shall not constitute a part of this Contract as a limitation of the scope of the particular paragraphs or sections to which they apply.

The representative of Ace Solid Waste, Inc., hereby acknowledges receipt of this Contract and has reviewed the conditions of this Contract and has agreed that they comply with the terms of this Contract.

CITY OF RAMSEY, MINNESOTA

_____

Mayor

_____

City Administrator

ACE SOLID WASTE, INC.

By: _____

Its: _____

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CITY COUNCIL
CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA

The Ramsey City Council conducted a regular meeting on Tuesday, October 13, 2020, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

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

Members Absent: None

Also Present: City Administrator Kurtis Ulrich
Finance Director Diana Lund
Police Chief Jeff Katers
Police Captain Brad Bluml
Public Works Superintendent Grant Riemer
Deputy City Administrator Timothy Gladhill
City Engineer Bruce Westby
City Planner Chris Anderson

1. CALL TO ORDER

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

2. PRESENTATION

None.

3. CITIZEN INPUT

None.

4. APPROVE AGENDA

City Administrator Ulrich stated that there was a request to pull Item 5.09 from the Consent Agenda. It was noted that will now be considered as 7.00.

Motion by Councilmember Riley, seconded by Councilmember Kuzma, to approve the agenda as amended.

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

5. CONSENT AGENDA

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

5.01: Receive Cash and Investments for Period Ending September 30, 2020
5.02: Receive Petition Requesting Street Light at the Corner of Alpaca Street and 166th Avenue
5.03: Approve the following Meeting Minutes:
1) City Council Work Session dated July 28, 2020
2) City Council Regular dated July 28, 2020
3) City Council Work Session dated September 22, 2020
4) City Council Regular dated September 22, 2020
5.04: Approve Rental Licenses
5.05: Adopt Request to Declare Surplus Property
5.06: Adopt Resolution #20-223 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of September 17, 2020 through October 7, 2020
5.07: Adopt Resolution #20-075 Amending Development Agreement for Makowsky Property (Project 20-103)
5.08: Adopt Resolution #20-198 Approving Easement Encroachments for 6043 Highway 10 NW; Case of Roman Gadaskin
5.09: ~~Adopt Resolution #20-226 Approving Abatement of 6745 Highway 10 NW; Case of Independent Auto~~ This was removed from the Consent Agenda and considered as Item 7.00
5.10: Adopt Resolution #20-228 Approving Final Plat for Ramsey Villas North (Project 20-117)
5.11: Adopt Resolution #20-230 Approving Drainage and Utility Easement Encroachment for Eave Overhangs in the Riverstone Subdivision; Case of Capstone Homes/Riverstone Development, LLC
5.12: Adopt Resolution #20-234 Approving Abatement at 14700 Armstrong Boulevard NW
5.13: Adopt Resolution #20-235 Amending Development Agreement for Garden View
5.14: Adopt Resolution #20-236 to Fill Council Member Committee and Commission Vacancies for the Remainder of 2020
5.15: Authorize Citizen Survey Contract
5.16: Adopt Resolution #20-233 Approving Lease Agreement of 6701 Highway 10 NW; Case of Mille Lacs Motor Sports II (Portions of meeting may be closed to the public)
5.17: Adopt Resolution #20-232 Approving Lease Agreement for 6701 Highway 10 NW; Case of Connections Church (Portions of the meeting may be closed to the public)

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

6. PUBLIC HEARING

6.01: Public Hearing: Adopt Resolution #20-229 Adopting Assessment Roll Certifying Assessments for Improvement Project #20-04, Puma Street Improvements

Presentation

City Engineer Westby reviewed the staff report and recommendation to adopt Resolution #20-229 adopting the final assessment roll certifying assessments for Improvement Project #20-04, Puma Street Improvements.

Public Hearing

Mayor LeTourneau called the public hearing to order at 7:18 p.m.

Citizen Input

There was none.

Motion by Councilmember Musgrove, seconded by Councilmember Kuzma, to close the public hearing.

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

The public hearing was closed at 7:19 p.m.

Council Business

Councilmember Musgrove commented that she was glad to see the actual costs come in under the estimate.

Motion by Councilmember Musgrove, seconded by Councilmember Riley, to Adopt Resolution #20-229 Adopting Assessment Roll Certifying Assessments for Improvement Project #20-04, Puma Street Improvements.

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

7. COUNCIL BUSINESS

7.00: Adopt Resolution #20-226 Approving Abatement of 6745 Highway 10 NW; Case of Independent Auto

Deputy City Administrator Gladhill reviewed the staff report and recommendation to adopt Resolution #20-226 approving the abatement of 6745 Highway 10 NW.

Allen Berg, 7470 152nd Lane NW, stated that he is present to clear his name. He stated that he started this business with 70 customers and now has 4,700 through just word of mouth. He stated that staff is accusing him of disassembling cars and using them for repairs. He stated that they use carparts.com and his employees are paid $30 per hour. He stated that the likelihood of a part from one car fitting on another one that comes in is highly unlikely. He stated that with the level of vehicles that he services, there could be 50 to 60 vehicles onsite per day. He stated that he tries to have customers provide new tabs, but often vehicles are towed in without up to date tabs for different reasons and provided an example of a vehicle with expired tabs that is currently in probate but requires a cost estimate of repairs. He stated that he also repairs vehicles for dealers that purchase vehicles at auction and often do not have tabs when they come in. He also provided details on the tire pickup and that schedule, which required outdoor storage until they could be picked up because of delays out of his hands. He stated that he is not looking to renew the lease but just wants to get through the lease which ends in March. He stated that he runs a repair shop and vehicles come in not working. He stated that most of the lots within the corridor do not have up to date tabs because they are waiting to be sold or waiting for repair. He asked for one-hour notice before the abatement so that he could have the Sheriff's Office present.

Councilmember Specht thanked Mr. Berg for sharing his side. He asked if Mr. Berg was okay with the lease expiration.

Mr. Berg confirmed that he does not want to renew the lease. He commented that the building is in poor shape and does not meet requirements. He stated that he would not have renewed the lease two years ago but wanted to help his employees.

Councilmember Musgrove thanked Mr. Berg for providing his side. She asked if the business is licensed in the State or City and whether it is in good standing.

Mr. Berg confirmed that he has been licensed for 14 years and is in good standing.

Councilmember Musgrove acknowledged that there has been a problem with tabs and licensing this year because of COVID. She asked for additional details on the tire pickup.

Mr. Berg stated that there is a company that picks up the tires for scrap and typically they arrived within seven to ten days of the request but this time it took months. He explained that the reasoning he was given was because the truck typically runs four employees but could only run two because of COVID restrictions. He noted that there are only two companies that provide this service within the state. He stated that he did explain these things when he met with staff on the property.

Councilmember Riley referenced the comment that 23 vehicles have been hauled away or fixed.

Mr. Berg replied that he hauled those vehicles back to the customers at a cost of $1,100. He stated that he did the same the previous year when he received a similar notice from the City, at a cost of $1,200 in towing. He explained that he did not feel that his customers should be penalized because the vehicles cannot be fixed within the timeline identified by the City process.

Councilmember Riley asked if Mr. Berg believes he will then be within compliance.

Mr. Berg replied that there are still six vehicles that he is waiting on tabs from customers and there are perhaps eight additional vehicles without tabs owned by dealerships. He explained the timeline on vehicle repairs and the prioritization in order to have revenue to pay expenses. He stated that for the larger projects, the customers have the understanding that the timeline will be longer.

Deputy City Administrator Gladhill stated that an appeal hearing could occur if there is a desire to appeal the substance of the letter. He stated that Mr. Berg has not requested that to this point. He recognized that Independent Auto has provided a service to the community and does a lot of great work in a substandard facility. He stated that the main concern is the number of vehicles there for an extended period of time in operable condition, such as the vehicle that has been there for 1.5 years in inoperable condition.

Councilmember Specht asked if there is something that could be worked out as there is a mutual understanding that the relationship will be terminated in March.

Deputy City Administrator Gladhill confirmed that the Council has the ability to do that. He stated that typically there should be progress made between now and then, but it could also be tied to the end of the lease. He stated that staff would not want to see an influx of inoperable vehicles during that time.

Councilmember Riley stated that he appreciates the comments of Councilmember Specht and the process of cleaning up the site and moving vehicles. He stated that perhaps Mr. Berg does not take in any more long-term projects. He stated that the Council has given staff direction that these cases need to be followed up on and traction is lost in the winter. He stated that while he would like flexibility, he would also want to see buy-in from Mr. Berg that this process will continue.

Mr. Berg confirmed that significant improvement has been made and he would continue to do so.

Councilmember Kuzma stated that he would be in support of providing flexibility until the lease is up in March but also would not want to see the situation expanded.

Councilmember Menth echoed the comments that he would support providing flexibility until March as long as things do not get worse.

Mr. Berg thanked the Council, noting that his intention was not to request flexibility but just to clear his name and his business reputation. He confirmed that he is a supporter of the community and local community organizations.

Councilmember Menth asked where the business will be moving.

Mr. Berg confirmed that he is aware of the new location but would not like to share that at this time.

Mayor LeTourneau confirmed that he would also be in favor of providing flexibility at this time. He stated that perhaps this is an opportunity to review this portion of City Code to confirm that it is still relevant and up to date. He stated that if there is going to be flexibility, he would prefer to have teeth to it and would like to direct staff to work with Mr. Berg in a way to easily see the expectations and timeline.

Deputy City Administrator Gladhill asked that the resolution be adopted, amending the resolution to line up with the expiration of the lease and perhaps providing 30 days to remove the six additional vehicles with the expectation that the site stay in compliance during the remainder of the time.

Mr. Berg replied that he would never be able to meet compliance as he would lose all his dealership customers.

Deputy City Administrator Gladhill stated that this site has not been licensed or leased for motor sales. He stated that if the vehicles are for sale, the dealer's license could be addressed but whether the vehicle is operable would still be a factor.

Motion by Councilmember Riley, seconded by Councilmember Kuzma, to Adopt Resolution #20-226 Approving an Abatement of Independent Auto at 6745 Highway 10 NW, with direction that abatement will not occur until the expiration of the lease and that progress will be made between now and then on the remaining issues and the existing condition shall not get worse.

Further discussion: Councilmember Menth asked what the teeth would be in this agreement. Deputy City Administrator Gladhill stated that the typical zoning code will provide guidance on how to define that with focus on severely damaged vehicles and vehicles that do not run. Councilmember Musgrove thanked Mr. Berg for coming forward and sharing information on his case.

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

7.01: Introduce Ordinance Amending Chapter 34 of the City Code: "Offenses and Miscellaneous Provisions", Governing the Use of Firearms, Bows and Arrows

Police Captain Bluml reviewed the staff report and recommendation to introduce the ordinance as proposed.

Councilmember Riley asked for an overview of the changes.

Police Sergeant Webb described the current permit process and highlighted the proposed changes.

Councilmember Kuzma asked the type of revenue that is received for permitting.

Police Sergeant Webb stated that the charge is five dollars per person per permit.

Councilmember Musgrove thanked staff for identifying a more streamlined process.

Motion by Councilmember Musgrove, seconded by Councilmember Specht, to introduce Ordinance #20-19 Amending Chapter 34 of the City Code: "Offenses and Miscellaneous Provisions", Governing the Use of Firearms, Bows and Arrows.

Further discussion: Councilmember Riley expressed appreciation to staff for bringing this forward in order to streamline things.

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

7.02: Receive Update on Highway 10/169 Funding Plan and Legislative Efforts

Deputy City Administrator Gladhill reviewed the staff report and provided an update on the Highway 10 funding efforts for the Ramsey Gateway Project.

Elwyn Tinklenberg provided an update on the 2020 legislative session, which started with a request for $47,000,000 to be used in the Sunfish and Ramsey Boulevard crossings. He stated that as the session moved on it became clear that the full amount of money would not be awarded, and they changed the strategy to find an amount more likely to be approved. He stated that an amount of $10,000,000 was mentioned as a method to complete design and engineering, noting that was reduced to $8,400,000 as the City has already received some funds designated for design and engineering. He stated that the Senate and House have been working together over the past few weeks in attempt to agree on a Bill and came to a compromise that includes the $8,400,000. He stated that the final piece will come tomorrow when the House goes into session to consider the Bill. He noted that there has been a lot of contact with members of the House and Senate and they will continue to watch the progress. He noted that they will then begin the work to prepare for the 2021 session. He referenced a recent meeting that occurred at which a representative from MnDOT stated what an important project this is and how important it is that everyone works together to move this forward.

Councilmember Specht thanked Representative Emmer's office for their work to secure funding for Highway 10, along with the work of Mr. Tinklenberg. He asked if the funding for the extra lane from Hanson to Round Lake was included in the Bill.

Mr. Tinklenberg stated that the third land requires a different type of funding and he has not yet been able to find that third lane identified separately in the Bill. He reported that a language change was also included in the Bill, which will make $2,000,000 available for the Ramsey Boulevard portion of the project that had previously been designated to Anoka County within the Hanson Boulevard project.

Mayor LeTourneau thanked Mr. Tinklenberg for his update and efforts. He stated that he is encouraged to hear the support of MnDOT for the project and that the Ramsey and Sunfish projects have been linked together into one project. He recognized the effort that Ramsey has put into this process and encouraged everyone to keep up the effort in order to have this project constructed within the period stated. He stated that this project is not yet ready to go because of the funding gap, noting that he is confident that Ramsey has the skill set to do so, but that will take additional work.

Councilmember Musgrove asked if the City funds are dedicated over the next few years or whether the funds are available now.

City Engineer Westby reported that there are funds dedicated in the Capital Improvement Program in 2022 and 2023, $1,000,000 from MSA and $1,000,000 from the PIR fund in each of those two years.

7.03: Adopt Resolution #20-231 Approving Small Business Relief Grants and Modification of CARES Act Allocation and Program Criteria

Deputy City Administrator Gladhill reviewed the staff report and recommendation from staff and the EDA to adopt Resolution #20-231 approving Small Business Relief Grants with the modification to allow grants to be awarded by both the City of Ramsey and Anoka County. He thanked Economic Development Manager Sullivan for the excellent job he continues to do.

Councilmember Riley commented that he is glad the City was able to develop this program to help small businesses.

Motion by Councilmember Riley, seconded by Councilmember Specht, to Adopt Resolution #20-231 Modifying CARES Act Small Business Grant Program to Allow for Additional Grant Awards.

Further discussion: Councilmember Musgrove asked if there was communication to the businesses in Ramsey to make them aware of the program. Deputy City Administrator Gladhill confirmed that there was communication to all businesses from the City and County in an attempt to reach out to everyone they were aware of. Councilmember Musgrove asked for details on the eligible expense and reimbursement. Deputy City Administrator Gladhill explained that the Federal Government laid out the eligible expenses and applicants cannot double dip; they must have different qualified expenses to qualify for both the City and County programs. He noted that the City does have an underwriting company providing assistance and there will be an audit on this as well. Councilmember Kuzma stated that he is happy the City is able to help businesses in this tough time.

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

7.04: Adopt Resolution #20-225 Approving New Curbside Recycling Contract with ACE Solid Waste, Inc.

City Planner Anderson reviewed the staff report and recommendation to approve a five-year curbside recycling contract with the pricing structure outlined. Whichever alternative the Council prefers, the motion will need to specify the contract duration.

Councilmember Riley stated that the reasoning was reviewed on why an increase was to be expected. He stated that there is a substantial increase in year one, with increases each year after that which together are substantial. He asked why there would be additional increases in following years.

City Planner Anderson stated that it is not uncommon for those increases to be included in a contract. He stated that the trend is that the processing costs continue to increase year after year, and this would be an attempt to offset those processing costs.

Randy Triplett, ACE Solid Waste, stated that typically employees are given a raise each year and the cost of fuel and processing fluctuate. He stated that in the past they have absorbed those costs but would like to prevent that situation where ACE needs to absorb those costs each year.

Councilmember Musgrove asked the amount of material that is recycled versus what is collected.

Mr. Triplett replied that ACE does not process the recycling but instead delivers the material to another company that processes the material. He stated that in order to keep their tax-exempt status, that organization must have a rate of 95 percent, which means that 95 percent of that material must be recycled. He explained that some things are rejected, like pizza boxes.

Councilmember Musgrove stated that recently there has been materials distributed that say if you are unsure, you are to put it in the trash. She stated that the cost to process is increasing but is unsure how much material is being recycled with that type of messaging. She stated that once her recycling cart is full, she puts the rest in the trash.

Mr. Triplett noted that larger recycling carts can be requested. He stated that they recently launched a waste and recycling inquisitor on the City website to help guide residents. He stated that part of the changing regulations was due to people putting things in the recycling that cannot be recycled.

Councilmember Musgrove stated that she has a concern with the increase.

Mr. Triplett explained that the proposed rates were identified through negotiations with staff.

Councilmember Riley stated that he understands the increase in price after 12 years but could not support an increase each year. He stated that if that is the method proposed, he would support a short-term contract and then go out for a RFP.

Councilmember Specht asked if there is information on the number of Ramsey residents that use recycling.

City Planner Anderson stated that monthly reports are received from ACE, which includes the participation rate. He stated that about 90 percent of households participate month after month.

Councilmember Specht asked how things would change if people could opt out of the program.

City Planner Anderson stated that opting out of the program would defeat the purpose of the contract which helps to buy down the monthly cost. He stated that would drive the core unit price up further.

Deputy City Administrator Gladhill stated that from an administrative standpoint it would add expense and time to run the program if an opt out option were added.

Councilmember Kuzma commented that the City has had a 30-year relationship with ACE, and they provide a good service to the City and community. He stated that perhaps staff could work with ACE to find a more tolerable contract in order to continue the partnership. He stated that while he understands the need for an increase, he believed the terms could be better negotiated.

Councilmember Menth agreed that it would be best to have staff and ACE further negotiate. He stated that it is difficult to estimate the inflation rate for the next five to seven years.

Deputy City Administrator Gladhill stated that this contract expires on December 31st. He advised of an upcoming employee leave that will occur in the department which handles this contract and therefore it would be impossible for staff to negotiate before the end of the year. He recommended that an extension be granted through the first quarter of 2021.

Motion by Councilmember Kuzma, seconded by Councilmember Riley, to extend the Curbside Recycling Contract with ACE Solid Waste Inc. through the first quarter of 2021 at the current rate and directing staff to continue negotiations with ACE.

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

7.05: Select Public Advisory Committee Representative for Northwest Metro River Crossings Feasibility Analysis

City Engineer Westby reviewed the staff report and recommendation to select a member of the Council to serve on the Public Advisory Committee for the Northwest Metro River Crossing Feasibility Analysis.

Councilmember Specht stated that he would be interested in serving.

Councilmember Musgrove commented that she would also be interested in serving.

Councilmember Menth stated that he would also be interested in serving. He stated that it always amazed him that Anoka could get the funds to build a temporary bridge to fix an old bridge and then tear down the temporary bridge, but Ramsey could not even get a bridge.

Motion by Councilmember Kuzma, seconded by Mayor LeTourneau, to select Councilmember Menth to serve on the Public Advisory Committee for the Northwest Metro River Crossings Feasibility Analysis.

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

8. MAYOR, COUNCIL AND STAFF INPUT

City Administrator Ulrich announced upcoming meetings and events.

Mayor LeTourneau asked and received confirmation that the Public Works Committee and Special City Council Worksession would be available via Zoom.

Councilmember Menth asked the dates of the COVID testing at the Anoka Armory.

City Administrator Ulrich replied that the testing began today and will also take place Wednesday and Thursday.

Councilmember Specht commended the PACT soccer team for its recent win.

9. ADJOURNMENT

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

Motion carried.

The regular meeting of the City Council adjourned at 9:05 p.m.

Respectfully submitted,

_____
Kurtis G. Ulrich
City Administrator

ATTEST:

_____
Katie M. Schmidt
Administrative Assistant

Drafted by Amanda Staple

TimeSaver Off Site Secretarial, Inc.

A recording of this meeting is available for viewing online at www.qctv.org <http://www.qctv.org>. Recordings are available for 36 months after the date of the meeting.

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

The Ramsey City Council conducted a City Council Work Session on Tuesday, November 10, 2020, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

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

Also Present: City Administrator Kurtis Ulrich
Finance Director Diana Lund
Fire Chief Matt Kohner
Police Chief Jeff Katers
Public Works Superintendent Grant Riemer
Parks and Assistant Public Works Superintendent Riverblood
Deputy City Administrator Timothy Gladhill
City Engineer Bruce Westby

1. CALL TO ORDER

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

2. TOPICS FOR DISCUSSION

2.01: Discuss Resolution #20-225 for New Curbside Recycling Contract with ACE Solid Waste, Inc.

Deputy City Administrator Gladhill reviewed the staff report.

Councilmember Kuzma stated that he thinks the flat fee over the five years would be the best option.

Councilmember Musgrove appreciated the new information in the case including the comparison information and the new proposal from ACE with a flat rate. She stated that she would not want to see the industry standard changes be a detriment to ACE. She asked if the flat rate could be done for three years with a potential increase in the last two years if there are changes in the recycling market.

Randy Triplett, ACE Solid Waste, stated that many of the cities have a processing fee clause that can trigger the rate to increase to cover any changes in processing rates for the year. He stated that ACE has processing contracts and are comfortable with the flat rate fee proposal they submitted.

Councilmember Riley stated that he also likes the fixed rate fee structure for five years.

Councilmember Specht asked for input on a three-year contract versus a five-year contract.

Mr. Triplett replied that historically they have held five-year contracts with the City which assists their business in planning for capital needs during that period.

Councilmember Menth stated that he also supports the five-year flat rate proposal.

The consensus of the Council was to support the five-year contract at a fixed rate with ACE Solid Waste. It was noted that the contract will come forward to the City Council at its next regular meeting for formal approval.

2.02: Review 2021-2030 Capital Improvement Plan (CIP)

Finance Director Lund reviewed the staff report.

Councilmember Riley agreed that with the savings available, the public works facility should be bonded for. He asked and received confirmation that staff would recommend not bonding for the water treatment center as there are internal funds available. He asked if this also includes the five percent increase suggested.

Finance Director Lund replied that the increase would be 2.5 percent.

Councilmember Musgrove asked if the City would bond at the lower rate for the public works facility project because the bonding interest rate is lower than the internal loan interest rate.

Finance Director Lund provided additional explanation on the bonding which resulted in the internal loan not being necessary.

Councilmember Musgrove asked if the increase in rates for the water treatment center would be based on projected rates that have not yet been approved.

Finance Director Lund provided background information on the water study completed in the past which estimated that an increase of 2.5 percent each year would allow the City to fund a water treatment center in the future. She stated that the sewer fund would also contribute funds for the project.

Councilmember Musgrove asked if the final number would be impacted if the 2.5 percent increase is not approved for the next year.

Finance Director Lund confirmed that would have an impact. She stated that has been the increase each year in order to fund the future improvements that would be necessary to continue to support the City projects. She stated that at the regular meeting there is a zero percent increase proposed for the sewer fund. She noted that the proposed fee schedule will include the 2.5 percent increase for the water fund along with the recycling charge negotiated during the last case.

Councilmember Specht asked if staff could provide him with a calendar of when these annual reviews and discussions take place, as that could help him better prepare in the future.

City Administrator Ulrich stated that a budget calendar is adopted in January of each year and includes those dates.

Finance Director Lund highlighted the upcoming dates related to the budget.

Councilmember Specht referenced the inclusion of the community center and asked if that is a project supported by the Council or whether it should be removed from the CIP.

City Administrator Ulrich commented that there is a question on the citizen survey related to that item and perhaps that feedback should be gained, along with the input of the Councilmembers that will join the Council in January prior to that discussion.

Mayor LeTourneau commented that the item has remained on the list as it is a desired amenity of some of the residents and therefore has been left on as a placeholder.

Councilmember Musgrove asked for input from public safety and public works related to vehicle replacement and how that timing is determined.

Public Works Superintendent Riemer commented that vehicle replacement is slotted for certain years but that does not mean the replacement will occur in that year. He explained that he ranks the vehicles based on a point system and therefore just because a vehicle is slated for replacement in a year, does not mean it would need to be replaced in that year.

Mayor LeTourneau explained that this is a planning document, but it is very fluid, and things can be moved around based on needs.

Police Chief Katers commented that public safety has an ideal and optimal schedule for vehicle replacement but reality comes into that as well, noting that some vehicles are in accidents and need replacement and the life of others can sometimes be extended. He stated that they work with their mechanic to get the most life out of the vehicles without increased maintenance costs.

Councilmember Kuzma referenced the fire truck purchase which was originally slated for purchase in one year but was then split between two years. He noted that police vehicles are constantly on the road and therefore wear out much sooner than typical vehicles.

Councilmember Riley referenced some of the park improvements slated for the next year which seem to be additions of maintenance heavy items. He asked if those funds would be better spent

maintaining existing park features rather than adding items that will require additional maintenance.

Parks and Assistant Public Works Superintendent Riverblood replied that staff reviews maintenance obligations when projects are approved. He noted that many of these projects have been planned for years and have been pushed back. He explained how park dedications are planned to be used in connection with developments from which they were generated along with providing a diversity in projects. He stated that the capital maintenance fund is used for maintenance of existing park items while park dedication is used for the addition of new parks and/or park features.

Councilmember Riley asked if the additional land for Central Park would be for field or parking use.

Parks and Assistant Public Works Superintendent Riverblood stated that he would like to add discussion of that in an upcoming Council worksession if time allows.

Councilmember Riley stated that he would be less inclined to support the items that seem labor and maintenance intensive.

Councilmember Musgrove referenced the replacement of a UTV shown for public works to be used by parks for maintenance and asked for additional explanation.

Public Works Superintendent noted that each department has separate equipment, but the funding comes from the equipment fund. He stated that the same fund is used for the purchase of equipment, but the ongoing costs and maintenance are delegated to the appropriate department.

Parks and Assistant Public Works Superintendent Riverblood stated that there is some equipment sharing that occurs for the UTV's even though the primary use would be athletic field maintenance.

Councilmember Musgrove identified some of the park projects planned for 2022 which make that a budget heavy year. She suggested that those projects be better balanced.

Parks and Assistant Public Works Superintendent Riverblood stated that the larger projects require a lot of project development. He noted that the Park and Recreation Commission will make a recommendation later this week on its 10-year capital improvement plan. He explained that the larger projects are often phased or begin with project design and specifications that help to guide the process. He stated that even though the project is shown in a certain year, the expenditures do not often fall in that year and those projects are funded through the parks trust fund, which is mostly funded through development. He stated that it may not be appropriate to carry a large park trust fund balance because there needs to be a balance of the payment of those fees and when they are invested into the community to provide those park elements to the residents.

Councilmember Specht asked if there is an expectation that park trust funds be used for new parks rather than improvement of existing infrastructure.

Finance Director Lund explained that the park trust can only be used for capital improvements and cannot be used for general fund obligations.

Parks and Assistant Public Works Superintendent Riverblood explained that the intent of those funds is that they be used for new capital improvements. He noted that the capital maintenance fund is used for maintenance of existing park elements.

Councilmember Specht stated that if additional parks and/or features can be maintained.

Parks and Assistant Public Works Superintendent Riverblood confirmed that staff plans to ensure that the pace does not exceed the ability to maintain. He noted that the increased tax base should generate the funds needed to maintain and provide services to the increasing number of residents.

Councilmember Riley referenced well construction and pumphouse five and asked if that still fits within the scope of the City.

Finance Director Lund replied that $50,000 was shown in 2021 and the remainder in 2025. She stated that the funds allocated in 2021 were designated for a study to determine if that is an appropriate site.

City Engineer Westby confirmed that planning aligns with the study.

Councilmember Musgrove asked for details on the Riversbend shelter replacement.

Parks and Assistant Public Works Superintendent Riverblood confirmed that the roof was replaced on the north shelter along with refurbishing the remainder of the shelter. He stated that the south shelter was donated around 1989 or 1990 and looks similar to a hay shelter. He commented that there is not a way to improve that shelter and therefore it has been recommended to replace that shelter.

Councilmember Musgrove stated that she would like additional time to review and discuss this topic.

Finance Director Lund reviewed the available time at which this could come back as a worksession prior to the required public hearing.

Councilmember Kuzma commented that the items included in the CIP are shown for planning purposes and this is a fluid document. He noted that each individual project would need to come before the Council for consideration.

It was the consensus of the Council that this topic will come back to the Council worksession on November 24th and will appear on the consent agenda at that regular meeting to call for a public hearing on December 8th.

3. TOPICS FOR FUTURE DISCUSSION

3.01: Review Future Topics/ Calendar

City Administrator Ulrich reviewed the future topics calendar and topics for upcoming worksessions. He also provided an update on the fire services agreement with Nowthen, noting that Nowthen appears to be moving at a quicker pace than estimated and therefore there is a possibility that the agreement could be dissolved sooner than anticipated.

Fire Chief Kohner noted that within the next month additional details should be known on when the contract could be terminated but agreed that it is anticipated to occur sooner than originally believed.

City Administrator Ulrich stated that staff will provide a survey to the Councilmembers and Council-elect related to communication.

4. MAYOR / COUNCIL / STAFF INPUT

None.

5. ADJOURNMENT

The Work Session of the City Council was adjourned at 6:45 p.m.

Respectfully submitted,

_____
Kurtis G. Ulrich
City Administrator

ATTEST:

_____
Katie M. Schmidt
Administrative Assistant

Drafted by Amanda Staple
TimeSaver Off Site Secretarial, Inc.

CC Regular Session **5. 11.**

Meeting Date: 12/08/2020

Submitted For: Bruce Westby, Engineering/Public Works

By: Marsha Weidner, Engineering/Public Works

Information

Title

Adopt Resolution #20-241 Authorizing Final Payment to Omann Contracting Companies, Inc. for Improvement Project #19-03, Wood Pond Hills & Chestnut Ridge Street Reconstructions.

Purpose/Background:

Resolution and Pay Estimate Attached.

Observations/Alternatives:

Issuing final payment will be contingent on receipt of the following items from Omann Contracting Companies Inc.:

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

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

Recommendation:

The Engineering Technician IV has inspected the completed work and recommends approving final payment to Omann Contracting Companies, Inc. for Improvement Project #19-03, Wood Pond Hills & Chestnut Ridge Street Reconstruction, in the amount of $13,966.40.

Action:

Motion to Adopt Resolution #20-241 Authorizing Final Payment to Omann Contracting Companies, Inc. for Improvement Project #19-03, Wood Pond Hills & Chestnut Ridge Street Reconstructions, in the amount of $13,966.40.

Attachments

Resolution #20-241

Pay Estimate Final

Form Review

Inbox	Reviewed By	Date
Bruce Westby	Bruce Westby	12/01/2020 02:53 PM
Kurt Ulrich	Kurt Ulrich	12/03/2020 11:52 AM
Form Started By: Marsha Weidner		Started On: 11/23/2020 01:07 PM
Final Approval Date: 12/03/2020		

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

RESOLUTION #20-241

RESOLUTION AUTHORIZING FINAL PAYMENT TO OMANN CONTRACTING COMPANIES, INC. FOR IMPROVEMENT PROJECT #19-03, WOOD POND HILLS AND CHESTNUT RIDGE STREET RECONSTRUCTIONS.

WHEREAS, pursuant to Ramsey City Council Resolution #18-177, adopted August 28, 2018, a Feasibility Report was prepared by the City Engineer with reference to proposed improvements to approximately 0.63 miles of streets within the Wood Pond Hills and Chestnut Ridge developments including 146th Avenue, Helium Street, and Krypton Street, including the reconstruction of streets and other appurtenant work; and

WHEREAS, pursuant to Ramsey City Council Resolution #18-221, adopted October 23, 2018, the Feasibility Report was received and accepted, and a Public Hearing was ordered for November 13, 2018 at 7 p.m., where the City Council considered the proposed improvements for said streets in accordance with the Feasibility Report; and

WHEREAS, benefiting properties are proposed to be assessed for 25-percent of the cost of the improvements, pursuant to Minnesota Statutes Chapter 429, Chapter 8 of the City Charter, and the City's Special Assessments Policy; and

WHEREAS, the City Clerk gave mailed and published notice of such hearing and improvements as required by law; and

WHEREAS, pursuant to Ramsey City Council Resolution #18-231, adopted November 13, 2018, the City Council conducted a Public Hearing, approved the Feasibility Report, and ordered the City Engineer to prepare plans and specifications for the making of such improvements; and

WHEREAS, pursuant to Ramsey City Council Resolution #19-080, adopted March 26, 2019, the City Council accepted final plans and specifications and authorized advertisements for bids for said improvements; and

WHEREAS, bids were advertised in the Anoka Union Herald and in Finance and Commerce on March 29 and April 5, 2019; and

WHEREAS, bids were received, opened, and tabulated on May 1, 2019, and the following bids were found to comply with the advertisement for bids; and

WHEREAS, the bid of Omann Contracting Companies, Inc. of Albertville, Minnesota, in the amount of $304,916.53 for the total bid for construction of the proposed improvements in accordance with the approved plans and specifications and advertisement for bids, is the lowest responsible bidder and their bid shall be and hereby is accepted; and

WHEREAS, as of December 8, 2020 $265,361.53 has been paid to date; and

WHEREAS, the Engineering Technician IV has inspected the completed work and recommends final payment to Omann Contracting Companies, Inc. for Improvement Project #19-03, Wood Pond Hills & Chestnut Ridge Street Reconstructions, in the amount of $13,966.40.

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

1) That the City Council hereby authorizes final payment to Omann Contracting Companies, Inc. for Improvement Project #19-03, Wood Pond Hills & Chestnut Ridge Street Reconstructions, in the amount of $13,966.40.

2) That the City Council hereby accepts the project and authorizes the Mayor or City Administrator to sign the release form for this payment.

3) That the total amount of this payment is not included in resolutions approving payment of bills for the date of December 8, 2020.

4) That the City of Ramsey Finance Department will be given a signed copy of this resolution.

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

and the following voted against the same:

and the following abstained:

and the following were absent:

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 8th day of December, 2020.

_____
Mayor

ATTEST:

_____
City Clerk

Pay Estimate Summary Sheet
IP 19-03 Wood Pond Hills & Chestnut Ridge Street Reconstructions

City of Ramsey

Final

Estimate no **3**

TOTAL BASE BID PLUS ALTERNATES	$	304,916.53
STORED MATERIALS		
TOTAL COMPLETED WORK TO DATE	$	279,327.93
TOTAL WORK COMPLETED PLUS STORED MATERIALS	$	279,327.93
RETAINED PERCENTAGE 0%	$	-
NET AMOUNT DUE TO CONTRACTOR TO DATE	$	279,327.93
TOTAL AMOUNT PAID ON PREVIOUS ESTIMATES	$	265,361.53
PAY CONTRACTOR PER ESTIMATE NO. 3	$	13,966.40

Certificate for Final Payment

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

Contractor: Omann Contracting Companies, Inc.

By _____ President
Name Title

Date 11/23/20

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

By _____ Civil Engineer II
Joe Feriancek, PE

Date 11/23/2020

APPROVED FOR PAYMENT:
OWNER: City of Ramsey

By _____ City Engineer 11/23/2020
Name Title Date

IP 19-03 Wood Pond Hills & Chestnut Ridge Street Reconstructions
Pay Estamite

PAY ESTIMATE NO 3

BASE BID $ 304,916.53 $ - $ 279,327.93

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	$ 6,400.00	$ 6,400.00	0.0	$ -	1.0	$ 6,400.00
2	2104.501	Remove Concrete Curb and Gutter	LF	900	$ 8.90	$ 8,010.00	0	$ -	922	$ 8,205.80
3	2104.503	Remove Concrete Pavement - Driveways	SF	80	$ 7.90	$ 632.00	0	$ -	0	$ -
4	2104.505	Remove Bituminous Pavement - Driveways	SY	15	$ 13.65	$ 204.75	0	$ -	10	$ 136.50
5	2104.505	Remove Bituminous Pavement	SY	73	$ 9.00	$ 657.00	0	$ -	73	$ 657.00
6	2104.505	Remove Concrete Valley Gutter	SY	19	$ 29.35	$ 557.65	0	$ -	19	$ 557.65
7	2104.511	Sawing Concrete Pavement - Full Depth	LF	292	$ 4.00	$ 1,168.00	0	$ -	148	$ 592.00
8	2104.513	Sawing Bituminous Pavement - Full Depth	LF	340	$ 3.00	$ 1,020.00	0	$ -	195	$ 585.00
9	2105.501	Common Excavation (EV)	CY	23	$ 50.00	$ 1,150.00	0	$ -	0	$ -
10	2112.501	Subgrade Preparation	RDST	34	$ 190.00	$ 6,460.00	0	$ -	34	$ 6,460.00
11	2105.507	Subgrade Excavation, Remove Unsuitable Material (EV)	CY	500	$ 24.40	$ 12,200.00	0	$ -	0	$ -
12	2105.522	Select Granular Borrow (CV)	CY	600	$ 20.50	$ 12,300.00	0	$ -	0	$ -
13	2130.501	Water	MGAL	50	$ 90.00	$ 4,500.00	0	$ -	12	$ 1,080.00
14	2215.501	Bituminous Pavement Reclamation (Full Depth)	SY	10,332	$ 0.69	$ 7,129.08	0	$ -	10,332	$ 7,129.08
15	2232.501	Mill Bituminous Pavement (2' Width X 1.5" Depth)	SY	69	$ 15.00	$ 1,035.00	0	$ -	69	$ 1,035.00
16	2301.603	Curing Compound For Existing Concrete Curb and Gutter	LF	5,709	$ 1.55	$ 8,848.95	0	$ -	5,709	$ 8,848.95
17	2331.607	Haul and Dispose Bit Pavement Reclamation (LV)	CY	1,206	$ 7.95	$ 9,587.70	0	$ -	1,281	$ 10,183.95
18	2357.502	Bituminous Material for Tack Coat	Gal	732	$ 3.00	$ 2,196.00	0	$ -	800	$ 2,400.00
19	2360.501	Type SP 9.5 Wearing Course Mixture (SPWEA340C) (1.5")	TON	863	$ 77.45	$ 66,839.35	0	$ -	956	$ 74,042.20
20	2360.502	Type SP 12.5 Non-Wearing Course Mixture (SPNWB330C) (2.0")	TON	1,143	$ 74.35	$ 84,982.05	0	$ -	1,168	$ 86,840.80
21	2360.505	Type SP 9.5 Wearing Course Mixture (SPWEA340C) Driveways (2.0")	TON	2	$ 400.00	$ 800.00	0	$ -	2	$ 800.00
22	2504.602	Adjust Valve Box	EA	10	$ 275.00	$ 2,750.00	0	$ -	10	$ 2,750.00
23	2504.602	Replace Broken Valve Box	EA	5	$ 500.00	$ 2,500.00	0	$ -	5	$ 2,500.00
24	2506.522	Adjust Frame and Ring Casting	EA	15	$ 635.00	$ 9,525.00	0	$ -	15	$ 9,525.00
25	2506.602	Grout Catch Basin	EA	3	$ 175.00	$ 525.00	0	$ -	3	$ 525.00
26	2506.602	Reset Catch Basin Casting	EA	8	$ 350.00	$ 2,800.00	0	$ -	5	$ 1,750.00
27	2531.501	Concrete Curb & Gutter Design Surmountable	LF	780	$ 33.00	$ 25,740.00	0	$ -	728	$ 24,024.00
28	2531.501	Concrete Curb & Gutter Design B618	LF	120	$ 43.00	$ 5,160.00	0	$ -	194	$ 8,342.00
29	2531.507	6" Concrete Driveway Pavement	SY	9	$ 165.00	$ 1,485.00	0	$ -	0	$ -
30	2531.604	7" Concrete Valley Gutter	SY	33	$ 150.00	$ 4,950.00	0	$ -	30	$ 4,500.00
31	2540.601	Landscape Restoration	LS	1	$ 3,100.00	$ 3,100.00	0	$ -	1	$ 3,100.00
32	2563.601	Traffic Control	LS	1	$ 4,000.00	$ 4,000.00	0	$ -	1	$ 4,000.00
33	2573.530	Storm Drain Inlet Protection	EA	14	$ 125.00	$ 1,750.00	0	$ -	14	$ 1,750.00
34	2574.525	Topsoil	CY	27	$ 70.00	$ 1,890.00	0	$ -	5	$ 350.00
35	2575.505	Sodding Type Lawn	SY	200	$ 10.32	$ 2,064.00	0	$ -	25	$ 258.00
					TOTAL BID	$ 304,916.53		$ -		$ 279,327.93

CC Regular Session **5. 12.**

Meeting Date: 12/08/2020

By: Chloe McGuire Brigl, Community Development

Information

Title:

Adopt Resolution #20-266 Providing Direction to Lennar Related to Rivenwick 4th Concept Plan (Project 20-134)

Purpose/Background:

This case was updated on the evening of December 3. By consensus recommendation, the Planning Commission recommendation remains to retain the original vision and not reducing the amount of planned retail in favor of residential. Attached to the case is an exhibit illustrating this direction.

The purpose of this case is to review a request from Lennar (the "Developer") to amend the Planned Unit Development (PUD) of Rivenwick on the south side of Highway 10 to include additional residential units abutting Highway 10 where it was previously planned for retail/commercial space. The Planning Commission may remember a similar request that came forward in 2019 related to the Suite Living Project. Previous direction from the Planning Commission and City Council was to not amend the existing PUD and continue to guide the land adjacent to Highway 10 for retail/commercial. Planned areas for retail is important feedback from our community, in addition to concerns about compatibility of residential land use abutting a major Highway (noise mitigation).

Notification:

No notification required. If this moves forward to a formal application, notice will be sent to those within 350 feet of the site as well as all that are currently within the Rivenwick PUD.

Observations/Alternatives:

Project Information

The proposed project is located within the Mixed Use Planned Unit Development District. It is guided the same in the Comprehensive Plan. The Development is proposed to be made up of three (3) main components. The MU/PUD is the guiding, or umbrella district. Within that guidance, Staff is applying the appropriate traditional districts for review based on the land use and density types. A map is included to visualize this breakdown.

1. Two (2) Acre Commercial Parcel (using the B-2 Business District for review)
2. Two (2) Acre Assisted Living Parcel (using the R-3 High Density Residential District for review)
3. Detached Townhome Neighborhood (using the R-2 Medium Density Residential District for review)

This is a unique district that is only applied in a couple areas of the community. The Rivenwick Neighborhood is the only existing neighborhood/development where the District actually applies. The main intent of this district was to provide flexibility in final layout versus strict district boundaries. This should not be interpreted to require urban mixed-use buildings. The current version of the MU/PUD District states that any one use may not comprise of more than 75% of the project area. According to Staff Review for the original subdivision, this remaining parcel was to develop as a retail/commercial use. However, the maximum coverage per land use type at the time was 70%, which was amended to 75% and then for the Suite Living Project, amended again to 80% residential (and 20% commercial/retail). The entire PUD is approximately 30 acres, with the Subject Property of this case (proposed amendment area) being just over 9 acres.

Current Request

	Original	First Amendment	Second Amendment (Suite Living)	**Current Proposal**

Residential	70%	75%	80%	~93%
Commercial/ Retail	30%	25%	20%	~7%

Staff Review

The largest change on the proposed layout is additional residential units along Highway 10. Staff routed this request through their Development Review Team and identified a talking points with this proposal. Staff is comfortable with the residential units along Riverdale Drive, but would like to suggest retaining the planned retail area along Highway 10 consistent with previous direction.

- **Noise Impacts:** Housing units along Highway 10 require sound studies and based on nearby housing, will require a sound wall along Highway 10. With recent instruction to improve the image of Highway 10, Staff does not feel a sound wall would meet that goal. Additionally, after the units are built, the City is liable for any additional noise or impacts from the Highway to residential units. The City would prefer to not take on that liability and potential future cost (unless constructed by the Developer at Developer Cost today).
- **Desire for Retail:** Residents continue to request additional retail and commercial in the City. The City has previously amended the plan to allow additional residential, thereby reducing the amount of planned retail in the community. Although this is a relatively small parcel, Staff is concerned about removing additional land guided for retail/commercial, especially land along Highway 10.
- **Economic Development Perspective:** Staff has heard from retailers that visibility along Highway 10 is key to a successful retail pro-forma. This land is directly adjacent to Highway 10 and has great visibility. The City's Economic Development Department reviewed the viability of the site as-is (guided retail/commercial) and feels it is a strong site for retail/commercial. Additionally, Economic Development Staff would prefer that this portion of the site remain guided for retail, but would support any decision the City Council would make. The Economic Development Department has provided some information for this request, which is attached.
- **Site Layout:** The Public Works, Engineering, and Public Safety team preferred the previously directed option which included a through-road, room for ponding, and division of uses. The currently proposed plan has housing directly adjacent to retail/commercial with no room for buffering, and a public road ending in a T intersection with private roads. If this were to move forward as presented, there would need to be additional modifications to the proposal, regardless.

Funding Source:

Staff is handling this request as part of normal duties. Once a formal application is submitted, the Applicant is responsible for costs associated with review.

Recommendation:

The Planning Commission recommendation, by consensus, is to retain the original vision which retains the previously approved concept of 20% of the overall Rivenwick PUD be retail with a public road separating retail and residential uses.

Action:

Motion to adopt Resolution #20-266 *confirming direction to retain the original zoning approval of no more than 80% of the Rivenwick PUD to be residential with the remaining 20% planned for retail with a public road separating the two uses .*

Attachments

Site Location

Previous Proposal 2018 (Denied)

Previous Direction (Current Guidance)

Concept Plan (revised)

Economic Development Memo

Draft November 5, 2020 Planning Commission Minutes

Resolution #20-266

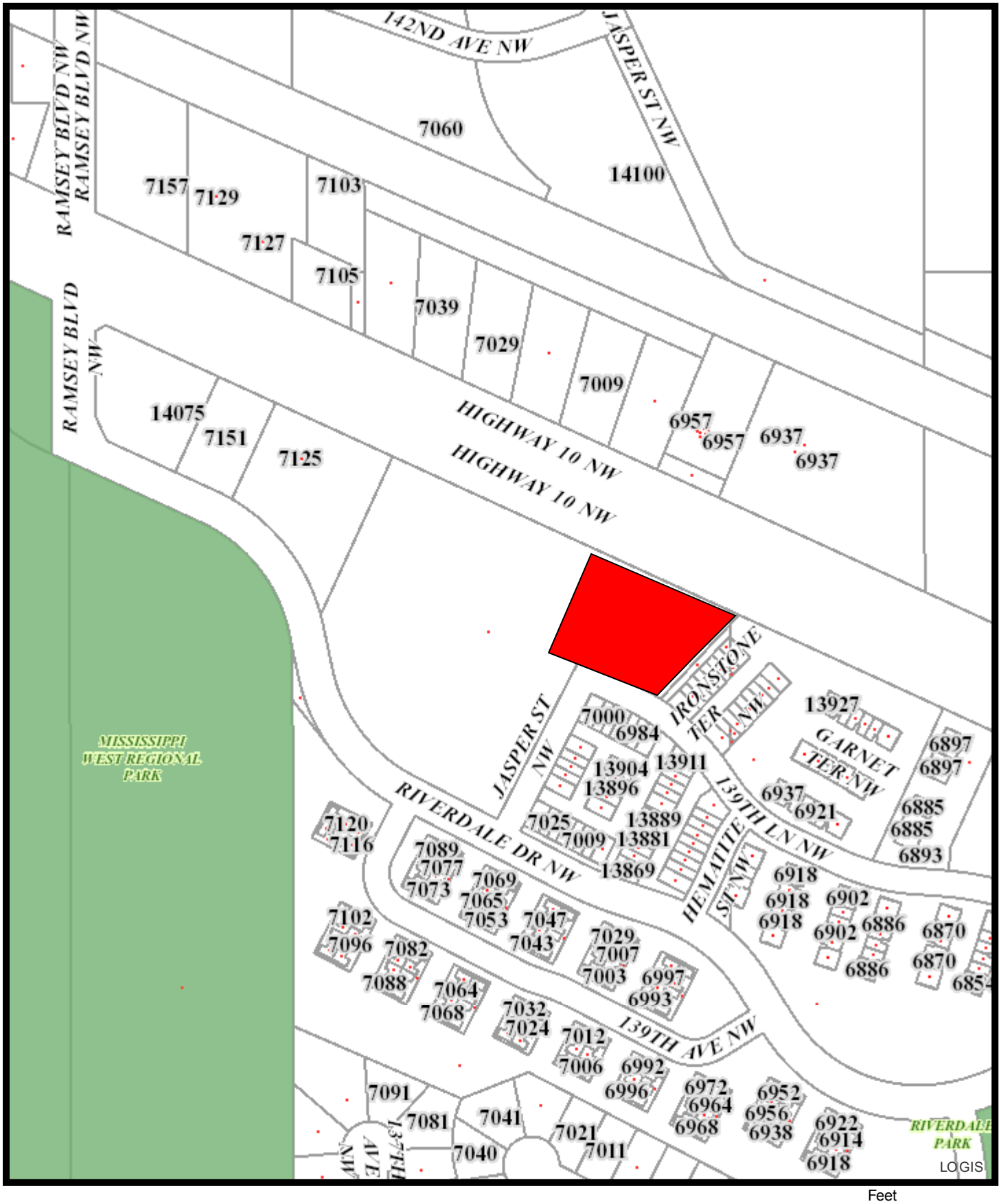
Form Review

Inbox	Reviewed By	Date
Tim Gladhill	Tim Gladhill	12/03/2020 09:52 AM
Kurt Ulrich	Kurt Ulrich	12/03/2020 11:42 AM
Tim Gladhill	Kathy Schmitz	12/03/2020 03:58 PM

Form Started By: Chloe McGuire Brigl Started On: 11/09/2020 11:37 AM

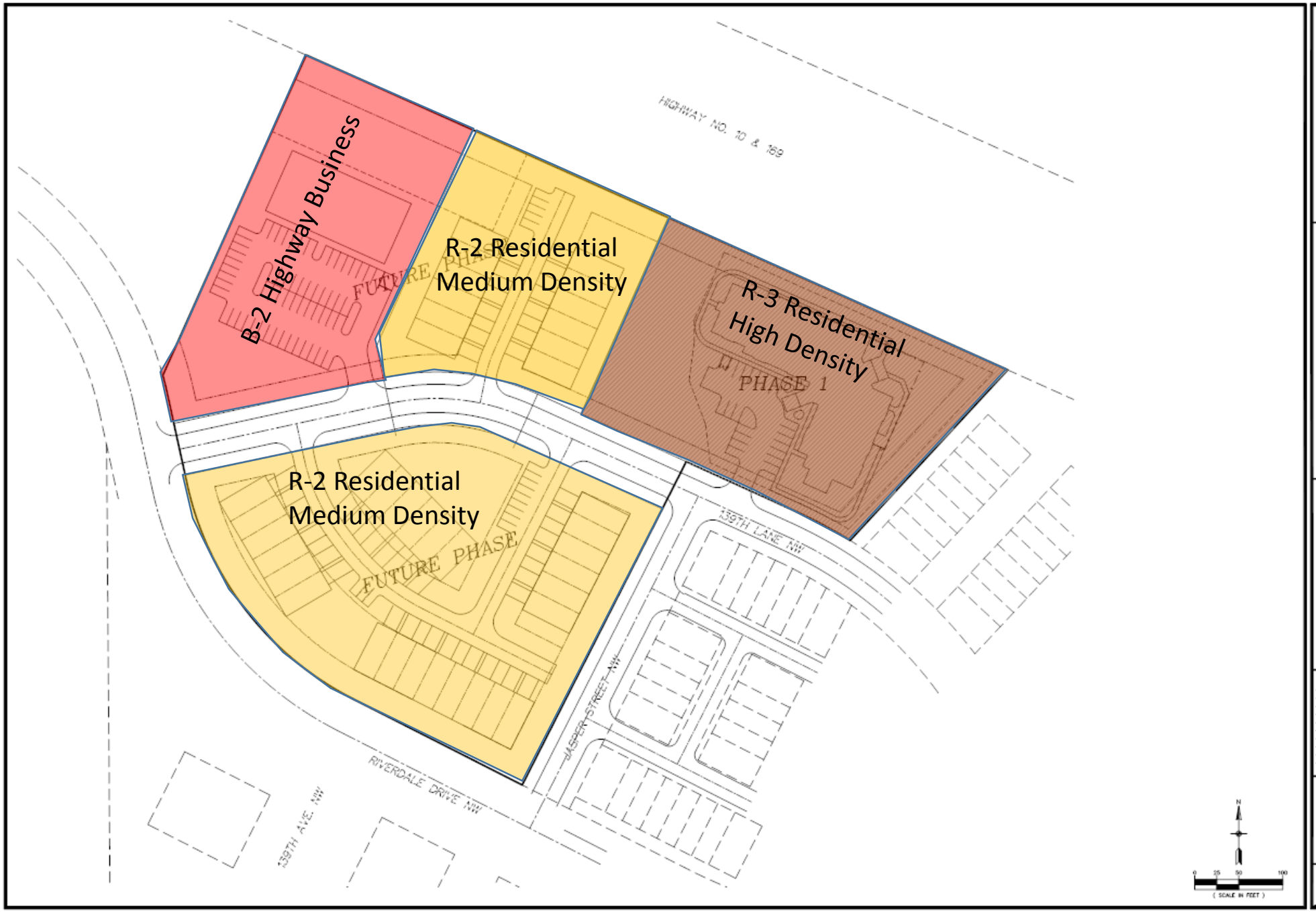
Final Approval Date: 12/03/2020

Site Location Map



Feet
0 75 150 300 450 600

Print Date: June 19, 2019



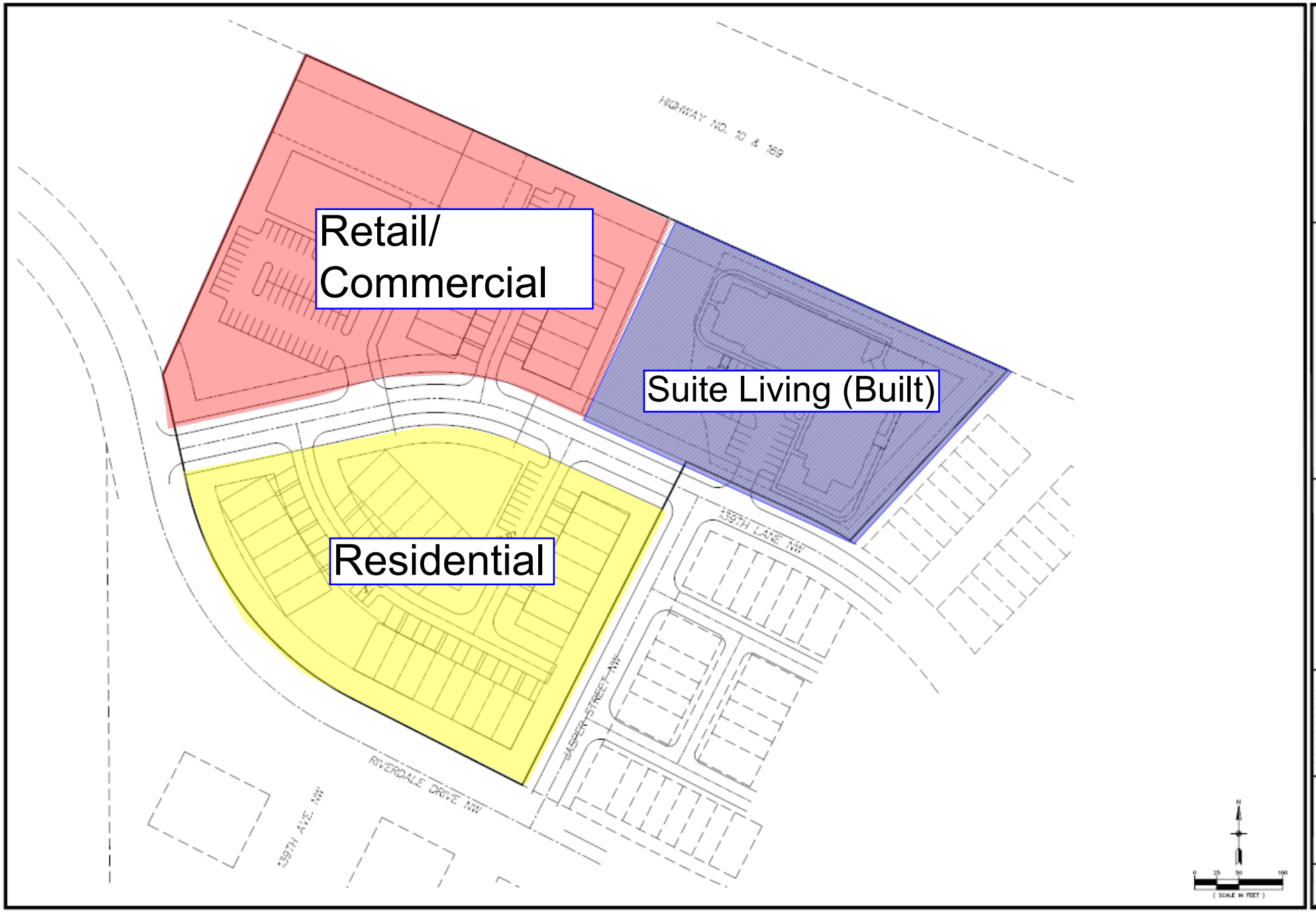
Carlson McCain
ENVIRONMENTAL ENGINEERING SURVEYING
3890 Pheasant Ridge Drive NE,
Suite 100, Blaine, MN 55449
Phone: 763-489-7900 Fax: 763-489-7959

SITE PLAN

RIVENWICK 3RD ADDITION
Ramsey, Minnesota

PAXMAR
2850 Cutters Grove Ave. - Suite 207
Anoka, Minnesota 55303

REVISIONS



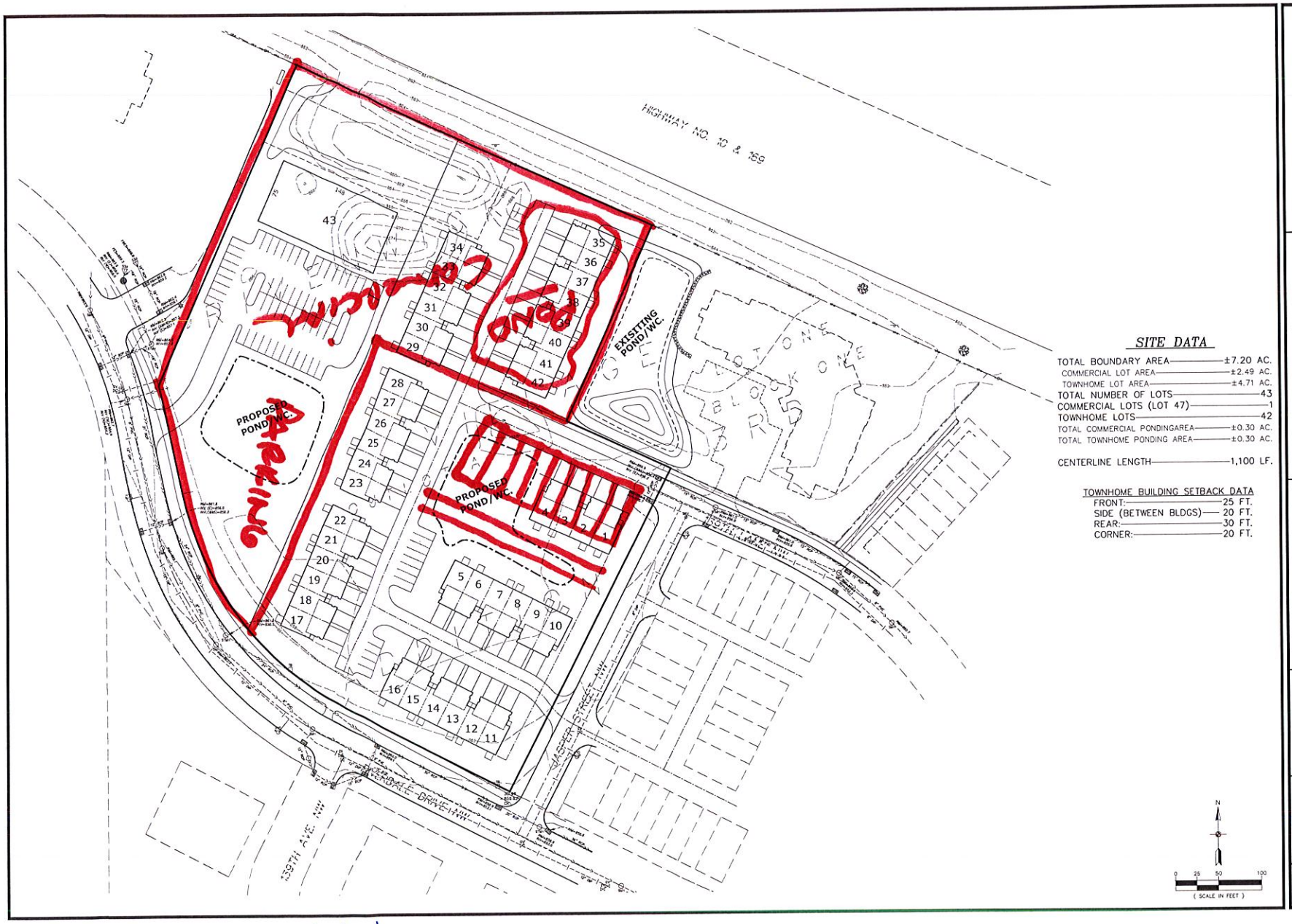
Carlson McCain
ENVIRONMENTAL ENGINEERING SURVEYING
3890 Pheasant Ridge Drive NE,
Suite 100, Blaine, MN 55449
Phone: 763-489-7900 Fax: 763-489-7959

SITE PLAN

RIVENWICK 3RD ADDITION
Ramsey, Minnesota

PAXMAR
2850 Cutters Grove Ave. - Suite 207
Anoka, Minnesota 55303

REVISIONS



SITE DATA

TOTAL BOUNDARY AREA	±7.20 AC.
COMMERCIAL LOT AREA	±2.49 AC.
TOWNHOME LOT AREA	±4.71 AC.
TOTAL NUMBER OF LOTS	43
COMMERCIAL LOTS (LOT 47)	1
TOWNHOME LOTS	42
TOTAL COMMERCIAL PONDINGAREA	±0.30 AC.
TOTAL TOWNHOME PONDING AREA	±0.30 AC.
CENTERLINE LENGTH	1,100 LF.

TOWNHOME BUILDING SETBACK DATA

FRONT:	25 FT.
SIDE (BETWEEN BLDGS)	20 FT.
REAR:	30 FT.
CORNER:	20 FT.

CARLSON McCAIN
ENGINEERING SURVEYING ENVIRONMENTAL

CONCEPT PLAN

RIVENWICK 4TH ADDITION
Ramsey, Minnesota

LENNAR
163050 - 36th Avenue North
Plymouth, Minnesota 55446

REVISIONS
1. 10/14/2020 Site Data.
2.
3.
4.
5.
6.

DRAWN BY: CK
ISSUE DATE: 10/09/2020
FILE NO.: XXX

1 of 2

32 units
Pond on Commerce

City of RAMSEY

Memo

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

To: Chloe McGuire, Senior Planner

From: Sean Sullivan, Economic Development Manager

Date: 10/27/20

RE: Rivenwick Village 4th Addition – Land Use

The City of Ramsey has been working hard to provide commercial/retail opportunities for Ramsey residents. The City and private developers have had difficulty recruiting commercial/retail projects to Ramsey due to area demographics and site issues. In the COR, the City continues to hear developers and end users indicate that the lack of visibility from Highway 10. Traffic Counts range from 30,000 vehicle trips per day to 60,000 vehicle trips per day on the corridor. Unfortunately, the vehicles (and subsequently potential retail shoppers) and not directly accessed from Highway 10 and not easily visible. This diminishes their market potential. We have worked with developers and end users to provide additional wayfinding signage, but it is no substitute for having direct Highway 10 visibility. Other factors, such as Ramsey's 1 to 10 mile trade area populations, provide challenges for certain restaurant, service and retail businesses. Although our numbers are improving every year, we are not at the point where restaurants, service, and retail businesses are prioritizing Ramsey as a retail ready site. We have to work hard for every commercial/industrial user we get to choose Ramsey.

Staff has reviewed the proposed development by Lennar at Rivenwick from an economic development perspective. The development proposal is requesting that a portion of planned land use along Highway 10 west of Suite Living be changed from a commercial to a residential use. Although Staff is excited about the potential for additional "roof-tops" to help our community demographics from a retail perspective as well as filling certain housing needs, the proposed used is not maximizing the development potential of this site. There are not many undeveloped retail zoned sites along Highway 10 in Ramsey with development potential. Based on the limited number of these viable commercial sites in the community, Staff would recommend that land along Highway 10 remain guided for commercial development.

PLANNING COMMISSION
CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA

The Ramsey Planning Commission conducted a regular meeting on Thursday, November 5, 2020, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present:	Chairperson Randy Bauer Commissioner Bruce Anderson Commissioner Cheri Gengler Commissioner Eric Peters Commissioner Gary VanScoy Commissioner Matt Woestehoff
Members Absent:	Commissioner Torrey Johnson
Also Present:	Senior Planner Chloe McGuire Brigl Deputy City Administrator Tim Gladhill Planning Technician Brian McCann

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

None.

Sections 4 – 6 Intentionally Deleted

7. COMMISSION BUSINESS

7.01: Review Concept Plan for Rivenwick 4th Addition; Case of Lennar for Rivenwick 4th Concept Plan (Project 20-134)

Presentation

Senior Planner McGuire Brigl presented the Staff Report stating that staff recommends retaining the existing PUD as is. This guides land along Highway 10 for retail/commercial and leaves viable commercial pads with visibility on Highway 10.

Commission Business

Chairperson Bauer stated that he would follow the guidance of the EDA, noting that most retailers want Highway 10 visibility. He stated that he would prefer to leave the area as retail.

Commissioner Peters agreed that would be too much residential next to the highway and the retail portion should remain.

Commissioner VanScoy concurred.

Commissioner Anderson stated that when this parcel has come up in the past, the Commission worked hard to determine the land use and found that commercial use along the highway was the best use of the space and he still agrees with that.

Commissioner Woestehoff agreed, stating that there has already been a compromise for this parcel to meet the current PUD and would not want to amend it further.

Commissioner Gengler agreed.

Sections 7.02 – 8 Intentionally Deleted

9. ADJOURNMENT

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

A roll call vote was performed:

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

Motion Carried.

The regular meeting of the Planning Commission adjourned at 9:36 p.m.

Respectfully submitted,

_____
Chloe McGuire Brigl
Senior Planner

ATTEST:

_____
JoAnn Shaw
Planning Division Secretary

Drafted by Amanda Staple
TimeSaver Off Site Secretarial, Inc.

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

RESOLUTION #20-266

RESOLUTION CONFIRMING LAND USE DIRECTION RELATED TO REMAINING LAND IN RIVENWICK 4TH ADDITION

RECITALS.

1. Lennar, the "Applicant" has requested that the City consider modifying their direction for the Rivenwick Planned Unit Development (PUD) to allow additional residential guidance.

2. The original Rivenwick Planned Unit Development (PUD) was proposed as a retail and residential hybrid, with 70% residential and 30% retail.

3. The City has twice revised the PUD standards to include 75% residential and most recently, 80% residential for the Suite Living Project.

4. Lennar has requested the City consider approximately 93% residential and 7% retail/commercial.

5. The Planning Commission considered the request on November 5, 2020 for an informal review and unanimously recommending retaining the existing guidance based on the following findings:

    a. Staff has heard from retailers that visibility along Highway 10 is key to a successful retail pro-forma. This land is directly adjacent to Highway 10 and has great visibility. The City's Economic Development Department reviewed the viability of the site as-is (guided retail/commercial) and feels it is a strong site for retail/commercial.
    b. Housing units along Highway 10 require sound studies and based on nearby housing, will require a sound wall along Highway 10. With recent instruction to improve the image of Highway 10, Staff does not feel a sound wall would meet that goal. Additionally, after the units are built, the City is liable for any additional noise or impacts from the Highway to residential units. The City would prefer to not take on that liability and potential future cost (unless constructed by the Developer at Developer Cost today). The City prefers to enhance the vision and corridor of Highway 10 and does not favor the aesthetics of noise walls in this location.
    c. Residents continue to request additional retail and commercial in the City. The City has previously amended the plan to allow additional residential, thereby reducing the amount of planned retail in the community. Although this is a relatively small parcel, Staff is concerned about removing additional land guided for retail/commercial, especially land along Highway 10.
    d. The Public Works, Engineering, and Public Safety team preferred the previously directed option which included a public through-road, room for ponding, and

division of uses. The currently proposed plan has housing directly adjacent to retail/commercial with no room for buffering, and a public road ending in a T intersection with private roads. The existing guidance in terms of land uses is more logical, with the Suite Living project (senior care) buffering residential townhomes to a commercial use.

6. Existing guidance, shown in Exhibit A, retains land along Highway 10 NW for retail/commercial.

7. The City's Development Review Committee, including Planning, Building, Economic Development, Police, Fire, and Engineering, were in favor of retaining the existing guidance.

8. The City Council confirmed their direction and maintained the guidance for this site as shown in Exhibit A on November 24, 2020.

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

1) That the City Council hereby confirms the direction of the remaining land in Rivenwick 4th to be that as shown in Exhibit A, retaining retail/commercial pads along Highway 10.

That the motion for the adoption of the forgoing resolution was duty 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:

Existing Vacancy

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 10th day of November, 2020.

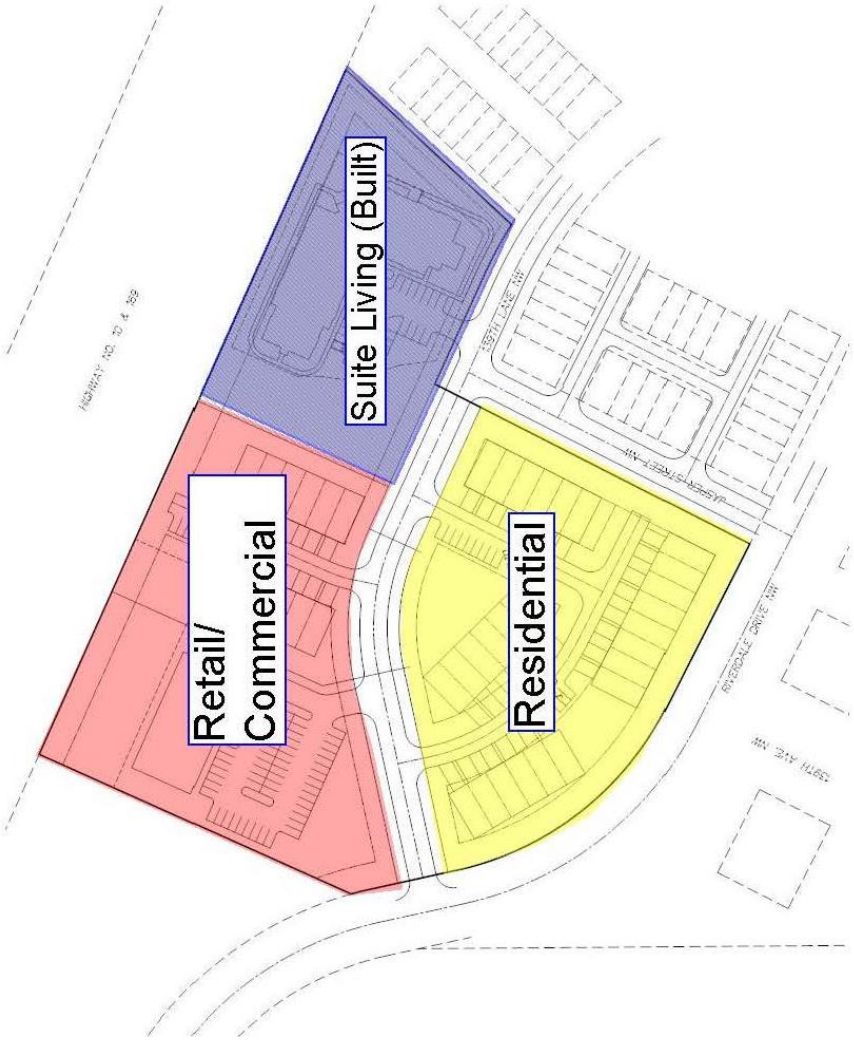
_____
Mayor

ATTEST:

_____

City Clerk

EXHIBIT A:
City Council Vision and Directed Land Use for Rivenwick PUD



CC Regular Session **5. 13.**

Meeting Date: 12/08/2020

By: Colleen Lasher, Administrative Services

Information

Title

Adopt Resolution #20-284 Establishing Precinct and Polling Locations for the 2021 Election Year

Purpose/Background:

Purpose: To establish polling locations for 2021.

Background: The language in State Statutes requires both cities and school districts to pass a resolution prior to December 31st of each year setting polling places for the following year. This must be done even if there are no changes in locations or scheduled elections. Attached is the resolution for adoption establishing the polling locations. Council should note there are no changes to the City's polling places.

Notification:

None required.

Observations/Alternatives:

Observations/Alternatives: Council is required to adopt a resolution establishing polling locations for the coming year. This is done annually, even if there is no election slated for the coming year. Alternatives could include changing the polling place locations. The current polling locations are available for 2021 and have functioned well, consequently, no changes are recommended at this time.

Funding Source:

None required.

Recommendation:

Staff recommends Council adopt the resolution establishing polling locations for year 2021.

Action:

Motion to Adopt Resolution #20-284 Establishing Precinct and Polling Locations for the 2021 Election Year.

Attachments

Resolution #20-284

Form Review

Inbox	Reviewed By	Date
Colleen Lasher (Originator)	Colleen Lasher	12/01/2020 04:29 PM
Kurt Ulrich	Kurt Ulrich	12/03/2020 11:48 AM
Form Started By: Colleen Lasher		Started On: 11/19/2020 11:21 AM
Final Approval Date: 12/03/2020		

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #20-284

RESOLUTION ESTABLISHING PRECINCT AND POLLING LOCATIONS FOR 2021 ELECTION YEAR

WHEREAS, Minnesota Statute 204B.16, subd. 1 requires the governing body of each municipality to designate by ordinance or resolution each year no later than December 31st, polling places for each election precinct; and

WHEREAS, the polling places designated by resolution in December of each year are the polling places to be used for elections in the following calendar year.

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

1) That the polling locations to be used for municipal precincts in calendar year 2021 are as follows:

Ward 1 – Precinct 1	**Pathways Community Church** **6341 – 167th Avenue NW**
Ward 1 – Precinct 2	**Cross of Hope Church** **5730 – 179th Lane NW**
Ward 2 – Precinct 1	**Park Center Building at Central Park** **7925 – 161st Avenue NW**
Ward 2 – Precinct 2	**Independent Baptist Church** **15650 Sunfish Lake Boulevard NW**
Ward 3 – Precinct 1	**Ramsey Municipal Center** **7550 Sunwood Drive NW**
Ward 3 – Precinct 2	**Ramsey Fire Station No. 1** **15050 Armstrong Boulevard NW**
Ward 4 – Precinct 1	**Ramsey Fire Station No. 2** **5650 Alpine Drive NW**
Ward 4 – Precinct 2	**Lord of Life Church** **14501 Nowthen Boulevard NW**

2) That the Ramsey City Council hereby directs the City Clerk to make all necessary notifications and preparations for elections held in 2021 as required by MN Statute, Rule and Administrative Policy of the City.

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

and the following voted against the same:

and the following abstained:

and the following were absent:

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 8th day of December 2020.

_____
Mayor

ATTEST:

_____
City Clerk

CC Regular Session **5. 14.**

Meeting Date: 12/08/2020

Submitted For: Sean Sullivan, Community Development

By: Sean Sullivan, Community Development

Information

Title

Adopt Resolution #20-286 Approving Release of Right of Re-Entry Agreement; Case of PSD LLC

Purpose/Background:

Purpose

The purpose of this case is to consider release of the Right of Re-Entry Agreement for PSD LLC on Lots 1 and 2, Block 1, West Armstrong Addition (the "Property"). A standard part of a real estate transaction for City Owned Land is to enter into a Right of Re-Entry Agreement to ensure that sold property isn't simply held as raw land for future real estate speculation. While the shell of the building is not complete, no tenants or tenant build outs have been completed. Staff believes that although the building is currently vacant, the initial intent of the Right of Re-Entry Agreement has been satisified due to significant investment in the building shell and site improvements. This is more of a housekeeping item as opposed to policy direction.

Background

The City of Ramsey sold/exchanged PSD LLC two lots now platted as Lots 1 and 2, Block 1, West Armstrong Addition as part of a land swap to secure land needed for a storm water infiltration basin. As part of that transaction PSD LLC agreed to develop the site with a minimum 12,000 square foot commercial retail building by January 26, 2021 and obtain a Certificate of Occupancy and entered into a Right of Re-Entry Agreement.

The City typically enters in to Right of Re-Entry Agreements to ensure that development occurs and that land is not held by developers for speculation. The Developer has constructed a 15,152 SF building shell (exceeding the minimum required building size by 3,152 SF) , installed the parking lot, curb and gutter, and has installed a $335,000 Dynamic Display Billboard on the Property. PSD LLC has been actively marketing the property for tenants but the Covid-19 Pandemic has been devastating to the commercial retail market sector. It is clear that the Developer has not purchased the land for speculative purposes as demonstrated by the investment made into the property and increase of taxable value to nearly $1.4M. Based on current market conditions, it is likely to take a couple of years to fill this building and to obtain the full Certificate of Occupancy as required by the Right of Re-Entry Agreement as of January 26, 2021.

Based on the current unforeseen market conditions caused by the pandemic, the significant investment by PSD LLC on the Property, and the fact that PSD LLC is not holding vacant Property for speculative purposes, they have requested that the City release the Right of Re-Entry Agreement (See attached).

Notification:

N/A

Observations/Alternatives:

Staff has reviewed the Right of Re-Entry Agreement with Attorney Langel and PSD LLC is technically in default of the agreement if a full Certificate of Occupancy is not issued by January 26, 2021. Discussions with PSD LLC have confirmed that all the tenants will not be secured, and build-out completed by that date, which has lead to the request to release the Right of Re- Entry Agreement. Per the terms of the Right of Re-Entry Agreement, the City has two remedies it could pursue if a Certificate of Occupancy is not obtained by January 26, 2021 if another another course of action is not pursued:

1. Seller imposing a penalty of $100,000 against the Property.
2. Seller may re-enter and take possession of the Property.

The facts relating to the investment by PSD LLC to the Property as outlined above clearly show that they did not acquire this land for speculative purposes and they have made every effort to move forward with the completion of development of the site. The Covid-19 Pandemic has hindered their ability to secure tenants, build the spaces out, and obtain the required Certificate of Occupancy by January 26, 2021. Based on these facts, and as an alternative to the remedies outlined above, Staff is recommending that the City release PSD LLC from the Right of Re-Entry Agreement for the Property. PSD LLC has operated in good faith and the City has achieved the goal of selling the land, developing the site and increasing tax base.

Staff has reached out the EDA membership asking for input on this item. As of the date of this memo Chair Steffen and Commissioner Cords provided feedback in support of the staff recommendation and their comments are attached.

Alternatives:

1. Adoption of Resolution #20-286 Approving Release of Right of Re-Entry Agreement (Staff recommendation)
2. In the event that a full Certificate of Occupancy is not issued by January 26, 2021 to impose a $100,000 penalty on the Property
3. In the event that a full Certificate of Occupancy is not issued by January 26, 2021, to re-enter and take possession of the Property
4. Something else

Funding Source:

This item is being covered under Staff duties

Recommendation:

Staff recommends adoption of Resolution #20-286 Approving Release of Right of Re-Entry Agreement

Action:

Motion to Adopt Resolution #20-286 Approving Release of Right of Re-Entry Agreement; subject to City Attorney review.

Attachments

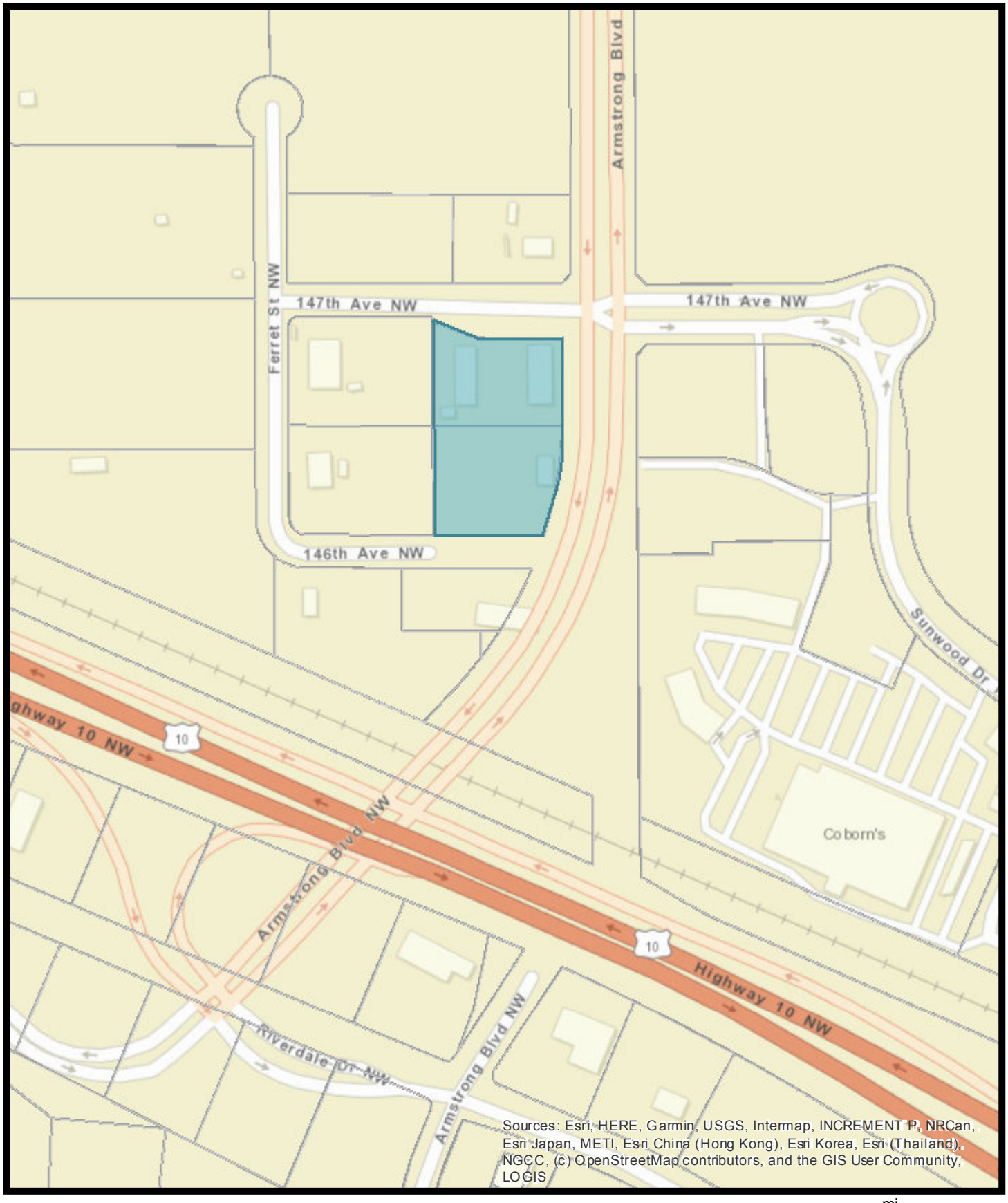
Site Location Map
ACTION - Resolution #20-286
DRAFT Release of RORE Agreement
Request for Release Letter PSD LLC
EDA Responses

Form Review

Inbox	Reviewed By	Date
Tim Gladhill	Tim Gladhill	12/02/2020 03:16 PM
Kurt Ulrich	Kurt Ulrich	12/03/2020 11:53 AM

Form Started By: Sean Sullivan Started On: 11/23/2020 02:31 PM
Final Approval Date: 12/03/2020

Site Location Map - PSD LLC



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

RESOLUTION #20-286

RESOLUTION APPROVING RELEASE OF RIGHT OF RE-ENTRY AGREEMENT

WHEREAS, the City of Ramsey (the "City") sold the now platted Lots 1 and 2, Block 1, West Armstrong Addition (the "Property") to PSD LLC (the "Developer") filed in the office of the Anoka County Recorder on June 28, 2019 as Document Number 2230713.004; and

WHEREAS, the City and Developer entered into a Right of Re-Entry Agreement filed in the office of the Anoka County Recorder on July 28, 2019 as Document Number 2230713.002 to construct a minimum 12,000 SF commercial/retail building on the Property and to obtain a Certificate of Occupancy on or before January 26, 2021; and

WHEREAS, the Developer has constructed a 15,000 SF building shell, installed parking lot and curb and gutter (the "Improvements") which have resulted in an increase of $1,091,400 in tax assessed value with property taxes estimated to be $41,713 annually beginning in 2022 but has not received a Certificate of Occupancy due to the lack of tenant buildout; and

WHEREAS, the Developer has constructed a $335,000 Dynamic Display Billboard to assist in the marketing of the commercial retail building for tenants; and

WHEREAS, the Developer has requested to be released from the Right of Re-Entry Agreement based on the substantial completion of Improvements on the Property, the negative impacts of the Covid-19 Pandemic on commercial/real estate leasing environment and the investment shown to market the property to tenants; and

WHEREAS, the construction of the Improvements and investment in the Dynamic Display Billboard show that the developer did not buy the land, to hold for speculation, which is the primary purpose of a Right of Re-Entry Agreement.

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

1) That the City Council acknowledges that the Developer has constructed the Improvements to the Property increasing the Tax Assessed Value that satisfy the intent of the Right of Re-Entry Agreement
2) The City Council authorizes execution of the attached Release of Right of Re-Entry Agreement by the Mayor and City Administrator; subject to City Attorney review.

That the motion for the adoption of the forgoing resolution was duty 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:

Existing Vacancy

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 8th day of December, 2020.

_____
Mayor

ATTEST:

_____
City Clerk

RELEASE OF RIGHT OF RE-ENTRY AGREEMENT

Date: December 8, 2020

The City of Ramsey, a Minnesota municipal corporation (the "City") hereby releases that certain real property which is legally described as follows:

LOTS 1 and 2, BLOCK 1, WEST ARMSTRONG ADDITION, ANOKA COUNTY, MINNESOTA

(the "Property") from the following:

1. That certain Right of Re-Entry Agreement by and between the City and PSD, LLC dated June 26, 2019 and filed June 28, 2019 as Document No. 2230713.002 in the office of the Anoka County Recorder.

THE CITY OF RAMSEY

By:_____
Its Mayor

By:_____
Its City Administrator

STATE OF MINNESOTA)
)ss.
COUNTY OF ANOKA)

The foregoing Release was acknowledged before me this _____ day of December 2020, by John LeTourneau, the Mayor and Kurtis G. Ulrich, the City Administrator, respectively, of the City of Ramsey, a Minnesota municipal corporation, on behalf of the City.

_____
Notary Public

This instrument drafted by:
City of Ramsey
7550 Sunwood Dr. N.W.
Ramsey, MN 55303

RELEASE OF RIGHT OF RE-ENTRY AGREEMENT

Date: December 8, 2020

The City of Ramsey, a Minnesota municipal corporation (the "City") hereby releases that certain real property which is legally described as follows:

LOTS 1 and 2, BLOCK 1, WEST ARMSTRONG ADDITION, ANOKA COUNTY, MINNESOTA

(the "Property") from the following:

1. That certain Right of Re-Entry Agreement by and between the City and PSD, LLC dated June 26, 2019 and filed June 28, 2019 as Document No. 2230713.002 in the office of the Anoka County Recorder.

THE CITY OF RAMSEY

By:_____
Its Mayor

By:_____
Its City Administrator

STATE OF MINNESOTA)
)ss.
COUNTY OF ANOKA)

The foregoing Release was acknowledged before me this _____ day of December 2020, by John LeTourneau, the Mayor and Kurtis G. Ulrich, the City Administrator, respectively, of the City of Ramsey, a Minnesota municipal corporation, on behalf of the City.

_____
Notary Public

This instrument drafted by:
City of Ramsey
7550 Sunwood Dr. N.W.
Ramsey, MN 55303

November 24th, 2020

Mr. Sean Sullivan
EDA Director
City of Ramsey
7550 Sunwood Dr
Ramsey, MN 55303

Sean,

Recently, Armstrong West Retail, LLC (PID# 29-32-25-14-0021) constructed a building on a lot that was involved in a land swap with the City of Ramsey in 2019. One of the requirements of the land swap is that we had to enter into a Right of Re-Entry Agreement (document no. 2230713.002) which required a building to be built and have a Certificate of Occupancy on or before January 26, 2021.

Given the site visibility and proximity to Hwy 10 and Armstrong Blvd, it would be best utilized by constructing retail space, which is exactly what we did. Our plan was to build a complete shell (with parking lot, landscaping and infrastructure already installed) and market said building to various retail type uses.

As everyone is very aware, Covid-19 hit MN hard this spring. Many of the users that would consider locating into this building were handcuffed and severely negatively impacted by the Pandemic.

When we first started construction, we (nor anyone else) never envisioned our country would be going through this tough time. A Certificate of Occupancy cannot be issued until the buildout for the end user is 100% complete and inspected. I truly believe the intent of the City was to get the building "significantly complete" status, meaning the shell would be ready for a user to start finishing a space for their use.

To date, we have invested over $2M dollars on this project (beside the land cost), with the County Assessor valuing said building at over $1.4M of improvements. I believe our intention was aligned with the City and we built on the property, we did not just hold it and wait for land prices to rise.

7533 Sunwood Drive, Suite 315
Ramsey, MN 55303

Phone: (763) 427-5955

Fax: (763) 427-4151

www.psdlanddevelopment.com

I am requesting the Right of Re-entry Agreement be removed, as we (in good faith) developed the property with the intention of having retail business occupy this great and aesthetically building. Going forward, once the Covid-19 virus is under control, we will continue to market the property. Having an empty building is not beneficial to us nor the City, but we must weather this storm and get back to business as usual this spring.

Please let me know if you have any questions on this request.

Sincerely,

Matt Kuker
COO

From: Scott Cords
To: Sean Sullivan
Subject: RE: EDA Comments Welcome - Proposed Action -Release of Right of Re-Entry Agreement - PSD LLC
Date: Friday, November 27, 2020 5:07:33 AM

Sean,
I'm assuming this case would not make it to a normally scheduled EDA meeting and then timing for a Council meeting before the January 2021 deadline would pass. With such a condition, an e-mail request was made for comment. Please let me know if I'm in error in any of these assumptions.

This case looks to be in line with other PA changes we have supported due to the pandemic and related economic conditions. The evidence presented shows that the primary reason for re-entry, non-completion/abandonment has been negated and that the occupancy deficit is related to economic conditions beyond reasonable control. The slump is economy wide. As such, and given the assumptions above, I support the staff recommendation - Adoption of Resolution #20-286 Approving Release of Right of Re-Entry Agreement.

Scott Cords
EDA Member

-----Original Message-----
From: Sean Sullivan <SSullivan@ci.ramsey.mn.us>
Sent: Tuesday, November 24, 2020 3:58 PM
To: Sean Sullivan <SSullivan@ci.ramsey.mn.us>
Subject: EDA Comments Welcome - Proposed Action -Release of Right of Re-Entry Agreement - PSD LLC

EDA Members:

Below is a summary of a request being brought to the City Council on December 8, 2020. Release of Right of Re-Entry Agreements are typically a formality at the City Council level but this one has a slightly different twist. Staff is fully supportive of the request to issue a Release of Right of Re-Entry based on the information below. The purpose of this email is to give you an opportunity to provide comments regarding the matter. I will need to receive written comments (if any) prior to Noon on Tuesday, December 2nd. Please reply back to this message.

Information on Proposed Case

Background:
Consider approval of a Right of Re-Entry Agreement for PSD LLC on Lots 1 and 2, Block 1, West Armstrong Addition (the "Property").

The City of Ramsey sold/exchanged PSD LLC two lots now platted as Lots 1 and 2, Block 1, West Armstrong Addition as part of a land swap to secure land needed for a storm water infiltration basin. As part of that transaction PSD LLC agreed to develop the site with a minimum 12,000 square foot commercial retail building by January 26, 2021 and obtain a Certificate of Occupancy and entered into a Right of Re-Entry Agreement.

The City typically enters in to Right of Re-Entry Agreements to ensure that

development occurs and that land is not held by developers for speculation. The Developer has constructed a 15,152 SF building shell (exceeding the minimum required building size by 3,152 SF) , installed the parking lot, curb and gutter, and has installed a $335,000 Dynamic Display Billboard on the Property. PSD LLC has been actively marketing the property for tenants but the Covid-19 Pandemic has been devastating to the commercial retail market sector. It is clear that the Developer has not purchased the land for speculative purposes as demonstrated by the investment made into the property and increase of taxable value to nearly $1.4M. Based on current market conditions, it is likely to take a couple of years to fill this building and to obtain the full Certificate of Occupancy as required by the Right of Re-Entry Agreement as of January 26, 2021.

Based on the current unforeseen market conditions caused by the pandemic, the significant investment by PSD LLC on the Property, and the fact that PSD LLC is not holding vacant Property for speculative purposes, they have requested that the City release the Right of Re-Entry Agreement (See attached).

Observations/Alternatives:
Staff has reviewed the Right of Re-Entry Agreement with Attorney Langel and PSD LLC is technically in default of the agreement if a full Certificate of Occupancy is not issued by January 26, 2021. Discussions with PSD LLC have confirmed that all the tenants will not be secured, and build-out completed by that date, which has lead to the request to release the Right of Re-Entry Agreement. Per the terms of the Right of Re-Entry Agreement, the City has two remedies it could pursue if a Certificate of Occupancy is not obtained by January 26, 2021 if another another course of action is not pursued:

1) Seller imposing a penalty of $100,000 against the Property.
2) Seller may re-enter and take possession of the Property.

The facts relating to the investment by PSD LLC to the Property as outlined above clearly show that they did not acquire this land for speculative purposes and they have made every effort to move forward with the completion of development of the site. The Covid-19 Pandemic has hindered their ability to secure tenants, build the spaces out, and obtain the required Certificate of Occupancy by January 26, 2021. Based on these facts, and as an alternative to the remedies outlined above, Staff is recommending that the City release PSD LLC from the Right of Re-Entry Agreement for the Property. PSD LLC has operated in good faith and the City has achieved the goal of selling the land, developing the site and increasing tax base.

Alternatives:
1) Adoption of Resolution #20-286 Approving Release of Right of Re-Entry Agreement (Staff recommendation)
2) In the event that a full Certificate of Occupancy is not issued by January 26, 2021 to impose a $100,000 penalty on the Property
3) In the event that a full Certificate of Occupancy is not issued by January 26, 2021, to re-enter and take possession of the Property
4) Something else

Recommendation:
Staff recommends adoption of Resolution #20-286 Approving Release of Right of Re-Entry Agreement Sean Sullivan [logo for Facebook][cid:image003.jpg@01D6C279.B34E1AC0]

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

From: Jim Steffen
To: Sean Sullivan
Subject: RE: EDA Comments Welcome - Proposed Action -Release of Right of Re-Entry Agreement - PSD LLC
Date: Thursday, November 26, 2020 11:12:38 AM

I'm fine with option #1.

Jim Steffen, CFP®
CEO & Founder

P: 763-213-1000
F: 763-213-1001
[redacted]

From: Sean Sullivan <SSullivan@ci.ramsey.mn.us>
Sent: Tuesday, November 24, 2020 3:58 PM
To: Sean Sullivan <SSullivan@ci.ramsey.mn.us>
Subject: EDA Comments Welcome - Proposed Action -Release of Right of Re-Entry Agreement - PSD LLC

EDA Members:

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Observations/Alternatives:
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Alternatives:
1) Adoption of Resolution #20-286 Approving Release of Right of Re-Entry Agreement (Staff recommendation)
2) In the event that a full Certificate of Occupancy is not issued by January 26, 2021 to impose a $100,000 penalty on the Property
3) In the event that a full Certificate of Occupancy is not issued by January 26, 2021, to re-enter and take possession of the Property
4) Something else

Recommendation:

Staff recommends adoption of Resolution #20-286 Approving Release of Right of Re-Entry Agreement

Sean Sullivan

EDFP Sean Sullivan
City of Ramsey
Economic Development Manager

(763) 433-9868 Work
(763) 807-4339 Mobile
ssullivan@cityoframsey.com
7550 Sunwood Drive NW
Ramsey, MN 55303

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

CC Regular Session **5. 15.**

Meeting Date: 12/08/2020

Submitted For: Bruce Westby, Engineering/Public Works

By: Marsha Weidner, Engineering/Public Works

Information

Title

Adopt Resolution #20-288 Authorizing Final Payment to Dryden Excavating for Improvement Project #19-10, Hedgehog Street Drainage Improvement.

Purpose/Background:

Resolution and Final Pay Estimate Attached.

Observations/Alternatives:

Issuing final payment will be contingent on receipt of the following items from Dryden Excavating Inc.:

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

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

Recommendation:

The Engineer Technician IV has inspected the completed work and recommends authorizing final payment to Dryden Excavating of Nowthen, MN. for Improvement Project #19-10, Hedgehog Street Drainage Improvement, in the amount of $1,066.81.

Action:

Motion to Adopt Resolution #20-288 authorizing final payment to Dryden Excavating of Nowthen, MN for Improvement Project #19-10, Hedgehog Street Drainage Improvement, in the amount of $1,066.81.

Attachments

Resolution #20-288

Pay Estimate Final

Form Review

Inbox	Reviewed By	Date
Bruce Westby	Bruce Westby	12/01/2020 02:58 PM
Kurt Ulrich	Kurt Ulrich	12/03/2020 11:54 AM
Form Started By: Marsha Weidner		Started On: 11/25/2020 09:00 AM
Final Approval Date: 12/03/2020		

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

RESOLUTION #20-288

RESOLUTION AUTHORIZING FINAL PAYMENT 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 December 8th, 2020 $16,771.49 has been paid to date; and

WHEREAS, the Engineer Technician IV has inspected the completed work and recommends authorizing final payment to Dryden Excavating for Improvement Project #19-10, Hedgehog Street Drainage Improvement, in the amount of $1,066.81.

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 final payment to Dryden Excavating for Improvement Project #19-10, Hedgehog Street Drainage Improvement, in the amount of $1,066.81.

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 December 8th, 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 8th day of December, 2020.

_____
Mayor

ATTEST:

_____
City Clerk

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

City of Ramsey

Estimate no **2**

TOTAL BASE BID PLUS ALTERNATES	$	17,838.30
STORED MATERIALS		
TOTAL COMPLETED WORK TO DATE	$	17,838.30
TOTAL WORK COMPLETED PLUS STORED MATERIALS	$	17,838.30
RETAINED PERCENTAGE 0%	$	-
NET AMOUNT DUE TO CONTRACTOR TO DATE	$	17,838.30
TOTAL AMOUNT PAID ON PREVIOUS ESTIMATES	$	16,771.49
PAY CONTRACTOR PER ESTIMATE NO. 2	$	1,066.81

Certificate for Final Payment

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

Contractor: Dryden Excavating

By _____ Vice Pres.
Name Jason Dryden Title

Date 11-23-2020

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

By _____ Civil Engineer II
Joe Feriancek, PE

Date 11/24/2020

APPROVED FOR PAYMENT:
OWNER: City of Ramsey

By _____ City Engineer 11/24/2020
Name Title Date

IP 19-10 Hedgehog Street Drainage Improvements
Pay Estamite

PAY ESTIMATE NO 2

BASE BID $ 17,838.30 $ 184.10 $ 17,838.30

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	0.0	$ -	1.0	$ 4,025.00
2	2101.501	Clearing & Grubbing	ACRE	0.11	$17,250.00	$ 1,897.50	0.00	$ -	0.11	$ 1,897.50
3	2105.501	Common Excavation	CY	210	$ 25.30	$ 5,313.00	0	$ -	210	$ 5,313.00
4	2511.501	Random Rip Rap Class III	CY	2	$ 166.75	$ 333.50	0	$ -	2	$ 333.50
5	2105.604	Geotextile Fabric Type IV	SY	4	$ 23.00	$ 92.00	0	$ -	4	$ 92.00
6	2573.533	Sediment Control Log Type Straw	LF	60	$ 4.03	$ 241.80	30	$ 120.90	60	$ 241.80
7	2573.502	Silt Fence, Type MS	LF	40	$ 3.16	$ 126.40	20	$ 63.20	40	$ 126.40
8	2105.523	Topsoil (LV)	CY	115	$ 29.90	$ 3,438.50	0	$ -	115	$ 3,438.50
9	2575.501	Hydroseeding	ACRE	0.32	$ 4,485.00	$ 1,435.20	0.00	$ -	0.32	$ 1,435.20
10	2575.502	Seed Mixture MnDOT 25-131	LBS	40	$ 7.08	$ 283.20	0	$ -	40	$ 283.20
11	2574.508	Fertilizer Type III	LBS	35	$ 2.36	$ 82.60	0	$ -	35	$ 82.60
12	2575.562	Hydroaulic Matrix Type Mulch	LBS	640	$ 0.89	$ 569.60	0	$ -	640	$ 569.60
					TOTAL BID	**$ 17,838.30**		**$ 184.10**		**$ 17,838.30**

CC Regular Session **5. 16.**

Meeting Date: 12/08/2020

Submitted For: Sean Sullivan, Community Development

By: Sean Sullivan, Community Development

Information

Title:

Adopt Resolution #20-289 Approving Donation Agreement and Acquisition of Lot 1, Block 1, Pineview Estates 2nd Addition

Purpose/Background:

Consider Adoption of Resolution #20-289 Approving Donation Agreement and Acquisition of Lot 1, Block 1, Pineview Estates 2nd Addition. T & G Land, Inc. (Donor) has offered to donate Lot 1, Block 1, Pineview Estates 2nd Addition (the "Property") to the City. The property has significant value to the city as a likely road and/or trail connection between Town Center Drive (Center Street) and Uranimite St NW. The Donor is asking the City to pay for the costs associated with the Phase 1 Environmental, tax appraisal and other costs associated with the closing. Costs to be incurred by the City to acquire the Property are estimated to be $7,000 or less. Anoka County has assigned a tax valuation of $74,500 but a formal value will be determined when the tax appraisal is completed by the Donor. There are tax advantages of for the Donor to donate this property to the city on or before December 31, 2020.

This connection, in some form, is part of the City's long-range transportation plan and has been discussed in various forms over several years. By accepting this parcel, it does not obligate the City to move forward with the project, but does preserve right-of-way from development and more costly acquisition in the future. Allowing this parcel to be developed would create much higher acquisition costs in the future and create other disruptions. This connection was most recently discussed as part of the Garden View subdivision approved earlier in 2020.

Notification:

N/A

Observations/Alternatives:

Staff is generally supportive of the accepting the donation fo the Property and paying for the acquisition costs associated with the environmental, appraisal and closing costs as presented in the Donation Agreement. Below are some key terms of the the Donation Agreement:

Legal Description: Lot 1, Block 1, Pineview Estates 2nd Addition
Tax ID Number: 28-32-25-12-0003
Acreage: 2.16 acres
Sales Price: $0.00 Property to be donated
Closing Date: On or before 12/31/20
Closing Costs: (Estimated to be $7,000 or less)

a. At Closing, the following Donor closing costs and expenses must be paid by the Donor:
    i. Donor’s own attorney’s fees.
    ii. Donor’s portion of the property taxes prorated to the date of Closing.
    iii. At Closing, the City must pay the following costs and expenses:
        1. City’s portion of the property taxes prorated to the date of Closing.
        2. City’s own attorney’s fees.
        3. Closing fees.
        4. State deed tax.

5. Documentary and recording fees for the deed.
6. Cost of the appraisal.
7. Cost of environmental site assessment.
8. Cost of title commitment and owner's title insurance policy

Alternatives:

1. Adoption of Resolution #20-289 Approving Donation Agreement and Acquisition of Lot 1, Block 1, Pineview Estates 2nd Addition (As presented); subject to City Attorney review
2. Adoption of Resolution #20-289 Approving Donation Agreement and Acquisition of Lot 1, Block 1, Pineview Estates 2nd Addition (with changes); subject to City Attorney review
3. Something else

Funding Source:

Cost not to exceed $7,000 and could come from the City's Public Improvement Revolving (PIR) Fund, Trail Development Fee Account, a combination of multiple sources or other.

Recommendation:

Staff recommends adoption of Resolution #20-289 Approving Donation Agreement and Acquisition of Lot 1, Block 1, Pineview Estates 2nd Addition (as presented); subject to City Attorney review.

Action:

Motion to adopt Resolution #20-289 approving Donation Agreement and Acquisition of Lot 1, Block 1, Pineview Estates 2nd Addition.

Attachments

Site Location Map

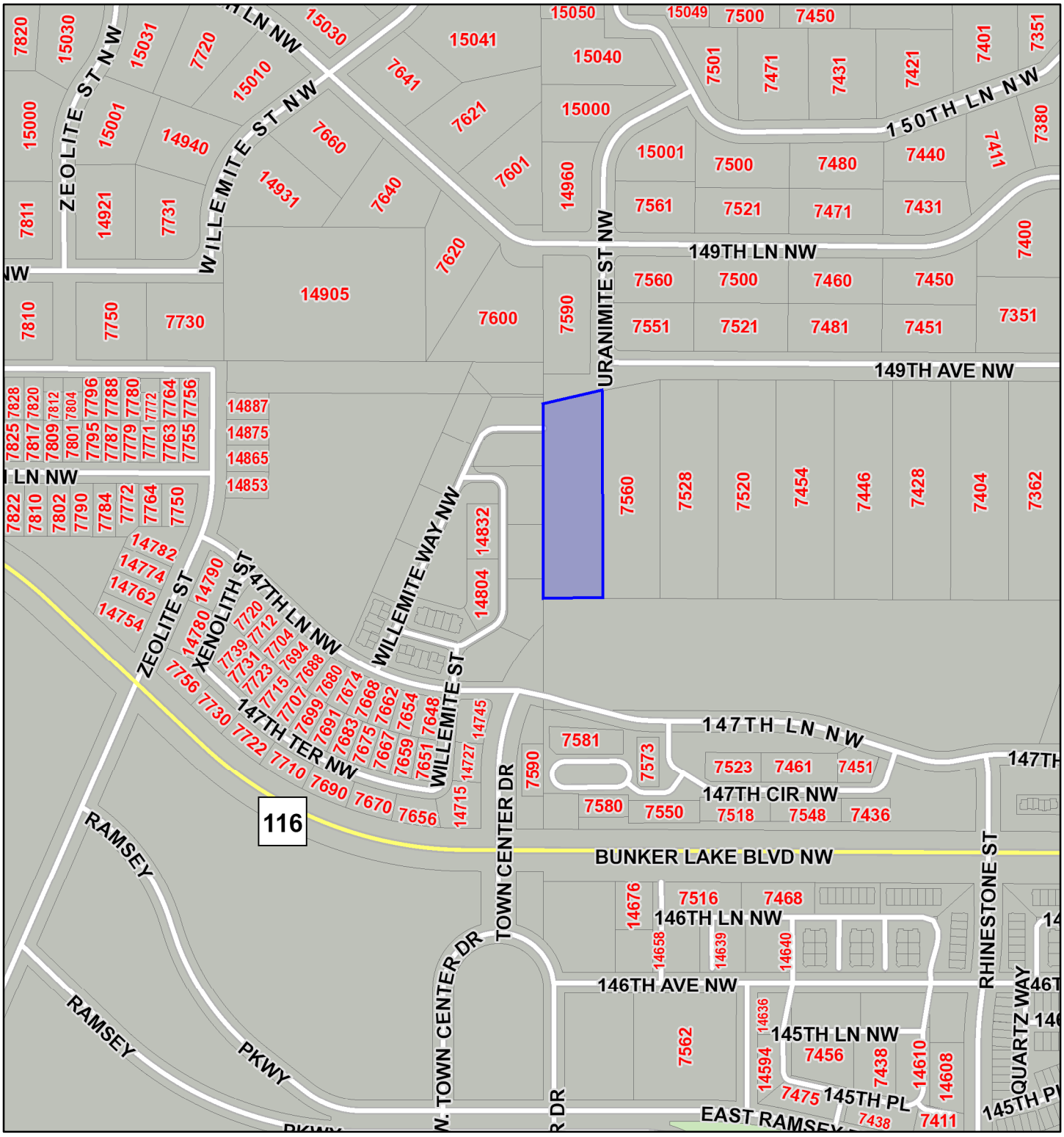
ACTION - Resolution #20-289

Draft Donation Agreement

Form Review

Inbox	Reviewed By	Date
Tim Gladhill	Tim Gladhill	12/02/2020 03:21 PM
Kurt Ulrich	Kurt Ulrich	12/03/2020 11:59 AM
Form Started By: Sean Sullivan		Started On: 11/25/2020 03:45 PM
Final Approval Date: 12/03/2020		

Site Location Map - L 1, B 1, Pineview Estates Second Addition



December 1, 2020

1:4,800

0 225 450 900 ft

0 65 130 260 m

Disclaimer: Map and parcel data are believed to be accurate, but accuracy is not guaranteed. This is not a legal document and should not be substituted for a title search,appraisal, survey, or for zoning verification.

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

RESOLUTION #20-289

RESOLUTION APPROVING DONATION AGREEMENT AND ACQUISITION OF LOT 1, BLOCK 1, PINEVIEW ESTATES 2ND ADDITION

WHEREAS, the T & G Land (the "Donor") proposes to donate Lot 1, Block 1, Pineview Estates 2nd Addition (the "Property") to the City of Ramsey (the "City"); and

WHEREAS, the Donor has asked the City to pay for the cost relating to closing including, but not limited to, the Appraisal and Phase 1 Environmental; and

WHEREAS, a Donation Agreement has been drafted by the City Attorney which serves as a purchase agreement and clarifies the costs responsible by each party and the requirements of closing.

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

1) That the City Council authorizes the Mayor and City Administrator to execute the attached Donation Agreement and to execute all documents required to complete the transfer of the Property to the City.
2) The City Council formally accepts the donation of the Property.

That the motion for the adoption of the forgoing resolution was duty 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:

Existing Vacancy

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 8th day of December, 2020.

_____
Mayor

ATTEST:

_____
City Clerk

DONATION AGREEMENT

This Donation Agreement is entered into by and between **T & G Land, Inc.**, a Minnesota corporation (Donor), and the **City of Ramsey**, a Minnesota municipal corporation.

Recitals

A. Donor owns the Property legally described as:

Lot 1, Block 1, Pineview Estates 2nd Addition, County of Anoka, State of Minnesota.

PID 28-32-25-12-0003

B. Donor seeks to donate the Property to the City, and the City desires to accept said donation, pursuant to the terms and conditions set forth in this Agreement.

Agreement

1. **Donation.** Donor hereby donates the Property to the City pursuant to the terms of this Agreement.

2. **Property Value.** The parties agree that the market value of the Property, as determined by an independent appraisal, is $ _____.

3. **Contingencies.** The City's acceptance of the donation of the Property is subject to the following:

    a. Completion of a Phase I environmental site assessment and written acceptance of the results of that assessment by the City.

    b. City's receipt of a title commitment and acceptance of the condition of title, as provided for below.

    c. Approval of the donation by the City Council.

4. **Title Commitment.** Within 14 days after the date of the latest signature below, the City shall obtain a Title Commitment from a title company of the City's choosing. The City shall have seven days after receipt of the Title Commitment to review title and to give Donor written notice of (i) any defects in the marketability of Donor title to the Property or any encumbrances on Donor's title to the Property that are objectionable to City, and (ii) the specific actions City requests that Donor take with respect to each such defect or encumbrance (a "**Title Objection Notice**"). Any defects in or encumbrances on Donor's title that City does not identify in a timely Title Objection Notice are each a "**Permitted Exception**." Within three business days after Donor's receipt of a Title Objection Notice from City, Donor will notify City, in writing, of the actions, if any, that Donor is willing to take with respect to each of the matters identified in the Title Objection Notice and the time frame in which Donor will take those actions ("**Donor's Title Notice**"). If Donor's Title Notice indicates that Donor unconditionally agrees to make Donor's title to the Property marketable on or before the closing date, the parties shall proceed to closing pursuant to the terms of this Agreement. If Donor's Title Notice indicates that Donor

does not unconditionally agree to make Donor's Title to the Property marketable on or before the closing date, City may, at any time with three business days after City's receipt of Donor's Title Notice, terminate this Agreement by written notice to Donor in which case this Agreement is terminated ("**City's Title Termination Notice**"). If City does not deliver a City's Title Termination Notice to Donor within the three business days after City's receipt of Donor's Title Notice, then Donor must perform in accordance with Donor's Title Notice, City shall be deemed to have waived City's objections to the extent Donor has not agreed to address them in Donor's Title Notice, the matters to which City objected and Donor did not agree to resolve are deemed Permitted Exceptions, and the parties shall proceed to Closing in accordance with the terms of this Agreement and the terms of Donor's Title Notice.

5. **Right of Entry**. Upon execution of this Agreement, the City, its employees and agents may enter the Property for the purpose of conducting soil tests, environmental tests and survey work subject to the following conditions:

    a. The City must repair and or restore any damage it caused to the Property and remove any personal property, refuse or debris the City brought onto the Property.

    b. The City must comply with and shall cause it employees, agents, and contractors to comply with all applicable laws, while on the Property.

6. **Inspection Period.** The City shall have 21 days from the latest date of execution of this Agreement to investigate the Property and determine in its sole judgment whether the Property is suitable for the City's intended use. The City may, at any time before 5:00 p.m. on the last day of the inspection period, terminate this Agreement and decline the donation by written notice to Donor.

7. **Donor Representations.**

    a. Donor has no actual knowledge, or reason to believe, that the Property contains Hazardous Substances. The term "Hazardous Substance" means any pollutant, contaminant, hazardous substance or waste, solid waste, petroleum product, distillate, or fraction, radioactive material, chemical known to cause cancer or reproductive toxicity, polychlorinated biphenyl or any other chemical, substance or material listed or identified in or regulated by any Environmental Law.

    b. Donor has no actual knowledge of, or reason to believe, present or past conditions on the Property constitute a violation of Environmental Law, which means the Comprehensive Environmental Response, Compensation and Liability Act ("CERCLA"), 42 U.S.C. § 9601 et seq., the Resource Conservation and Recovery Act, 42 U.S.C. § 6901 et seq., the Federal Water Pollution Control Act (the Clean Water Act), 33 U.S.C. § 1251 et seq. the Clean Air Act, 42 U.S.C. § 7401 et seq., and the Toxic Substances Control Act, 15 U.S.C. § 2601 et seq., all as amended from time to time, and any other federal, state, local or other governmental statute, regulation, rule, law or ordinance dealing with the protection of human health, safety, natural resources or the environment now existing or hereafter enacted.

c. There were no labor or materials furnished to the Property for which payment has not been made.

d. There are no unrecorded contracts, leases, easements or other agreements or interests relating to the Property.

e. There are no persons in possession of the Property.

f. There are no liens of any kind against Donor that affect the Property.

g. There were no bankruptcy or dissolution proceedings involving Donor during the time period in which Donor had any interest in the Property.

8. **Notices.** Notices permitted or required by this Agreement must be in writing and shall be deemed given when delivered in legible form to the party to whom addressed. Notices may be sent by certified mail, overnight mail delivery (such as UPS or FedEx) or e-mail. Notices are effective two business days after they are mailed via certified mail, return receipt requested or, if delivered in any other manner, when the party to whom the notice is directed actually receives the notice. If delivered at the Closing, a notice shall be deemed given when hand-delivered to the party's representative at the Closing. The business addresses of the parties are as follows:

Donor: Tom Sauter
T & G Land, Inc.
6651 141st Ave. N.W., Ste. 3
Ramsey, MN 55303
tsauter03@gmail.com

City: City Administrator
City of Ramsey
7550 Sunwood Drive N.W.
Ramsey, MN 55303
kulrich@ci.ramsey.mn.us

9. **Closing.** This transaction shall close on or before December 31, 2020, or the expiration or waiver of the Inspection Period or on such earlier date as Donor and City may establish by mutual, written agreement. The Closing shall take place at a location the parties mutually agree to prior to such date.

a. Donor's Obligations at Closing. At Closing, Donor must deliver to the City the following:

i. A warranty deed, duly executed and acknowledged on behalf of the Donor conveying title to the Property, subject to (A) the lien of real estate taxes, if any, not yet due and payable; (B) Matters that would be disclosed by an accurate survey of the Property; and (C) matters that constitute Permitted Exceptions.

ii. Seller's Affidavit, well disclosure certificate (if required), settlement statement approved by the Donor, and any other documents necessary to effectuate the closing.

b. City's Obligations at Closing. At Closing, the City must:

i. Provide funds to cover those costs for which the City is responsible under this Agreement;

ii. File an e-CRV as necessary.

c. Closing costs.

i. At Closing, the following Donor closing costs and expenses must be paid by the Donor:

1. Donor's portion of the property taxes prorated to the date of Closing.

2. Donor's own attorney's fees.

ii. At Closing, the City must pay the following costs and expenses:

1. City's portion of the property taxes prorated to the date of Closing.

2. City's own attorney's fees.

3. Closing fees.

4. State deed tax.

5. Documentary and recording fees for the deed.

6. Cost of the appraisal.

7. Cost of environmental site assessment.

8. Cost of title commitment and owner's title insurance policy.

d. Possession. Donor must deliver possession of the Property at Closing.

10. **Entire Agreement.** This Agreement constitutes the complete agreement between the parties and supersedes any prior oral or written agreements between the parties regarding the Property. No modification of the terms of this Agreement are effective unless in writing and executed by the parties.

11. **Remedy.** In the event that, following execution of this Agreement, Donor decides not to donate the Property to the City, Donor shall pay the costs incurred by the City for the title commitment and Phase I environmental site assessment, and shall be responsible for the appraisal costs.

12. **Construction.** The Parties acknowledge that this Agreement was initially prepared by the City solely as a convenience and that all parties and their counsel hereto have read and full negotiated all the language used in this Agreement. Consequently, no rule of

construction shall apply to this Agreement to construe ambiguous or unclear language in favor of or against any party.

[Remainder of page left blank intentionally.]

T & G Land, Inc.

By: _____ Dated: _____, 2020
Thomas Sauter

Its: _____

City of Ramsey

By: _____ Dated: _____, 2020
John LeTourneau, Mayor

By: _____ Dated: _____, 2020
Kurtis G. Ulrich
City Administrator

DONATION AGREEMENT

This Donation Agreement is entered into by and between **T & G Land, Inc.**, a Minnesota corporation (Donor), and the **City of Ramsey**, a Minnesota municipal corporation.

Recitals

A. Donor owns the Property legally described as:

Lot 1, Block 1, Pineview Estates 2nd Addition, County of Anoka, State of Minnesota.

PID 28-32-25-12-0003

B. Donor seeks to donate the Property to the City, and the City desires to accept said donation, pursuant to the terms and conditions set forth in this Agreement.

Agreement

1. **Donation.** Donor hereby donates the Property to the City pursuant to the terms of this Agreement.
2. **Property Value.** The parties agree that the market value of the Property, as determined by an independent appraisal, is $ _____.
3. **Contingencies.** The City's acceptance of the donation of the Property is subject to the following:
    a. Completion of a Phase I environmental site assessment and written acceptance of the results of that assessment by the City.
    b. City's receipt of a title commitment and acceptance of the condition of title, as provided for below.
    c. Approval of the donation by the City Council.
4. **Title Commitment.** Within 14 days after the date of the latest signature below, the City shall obtain a Title Commitment from a title company of the City's choosing. The City shall have seven days after receipt of the Title Commitment to review title and to give Donor written notice of (i) any defects in the marketability of Donor title to the Property or any encumbrances on Donor's title to the Property that are objectionable to City, and (ii) the specific actions City requests that Donor take with respect to each such defect or encumbrance (a "**Title Objection Notice**"). Any defects in or encumbrances on Donor's title that City does not identify in a timely Title Objection Notice are each a "**Permitted Exception**." Within three business days after Donor's receipt of a Title Objection Notice from

City, Donor will notify City, in writing, of the actions, if any, that Donor is willing to take with respect to each of the matters identified in the Title Objection Notice and the time frame in which Donor will take those actions ("**Donor's Title Notice**"). If Donor's Title Notice indicates that Donor unconditionally agrees to make Donor's title to the Property marketable on or before the closing date, the parties shall proceed to closing pursuant to the terms of this Agreement. If Donor's Title Notice indicates that Donor does not unconditionally agree to make Donor's Title to the Property marketable on or before the closing date, City may, at any time with three business days after City's receipt of Donor's Title Notice, terminate this Agreement by written notice to Donor in which case this Agreement is terminated ("**City's Title Termination Notice**"). If City does not deliver a City's Title Termination Notice to Donor within the three business days after City's receipt of Donor's Title Notice, then Donor must perform in accordance with Donor's Title Notice, City shall be deemed to have waived City's objections to the extent Donor has not agreed to address them in Donor's Title Notice, the matters to which City objected and Donor did not agree to resolve are deemed Permitted Exceptions, and the parties shall proceed to Closing in accordance with the terms of this Agreement and the terms of Donor's Title Notice.

5. **Right of Entry**. Upon execution of this Agreement, the City, its employees and agents may enter the Property for the purpose of conducting soil tests, environmental tests and survey work subject to the following conditions:

    a. The City must repair and or restore any damage it caused to the Property and remove any personal property, refuse or debris the City brought onto the Property.

    b. The City must comply with and shall cause it employees, agents, and contractors to comply with all applicable laws, while on the Property.

6. **Inspection Period.** The City shall have 21 days from the latest date of execution of this Agreement to investigate the Property and determine in its sole judgment whether the Property is suitable for the City's intended use. The City may, at any time before 5:00 p.m. on the last day of the inspection period, terminate this Agreement and decline the donation by written notice to Donor.

7. **Donor Representations.**

    a. Donor has no actual knowledge, or reason to believe, that the Property contains Hazardous Substances. The term "Hazardous Substance" means any pollutant, contaminant, hazardous substance or waste, solid waste, petroleum product, distillate, or fraction, radioactive material, chemical known to cause cancer or reproductive toxicity, polychlorinated biphenyl or any other chemical, substance or material listed or identified in or regulated by any Environmental Law.

b. Donor has no actual knowledge of, or reason to believe, present or past conditions on the Property constitute a violation of Environmental Law, which means the Comprehensive Environmental Response, Compensation and Liability Act ("CERCLA"), 42 U.S.C. § 9601 et seq., the Resource Conservation and Recovery Act, 42 U.S.C. § 6901 et seq., the Federal Water Pollution Control Act (the Clean Water Act), 33 U.S.C. § 1251 et seq. the Clean Air Act, 42 U.S.C. § 7401 et seq., and the Toxic Substances Control Act, 15 U.S.C. § 2601 et seq., all as amended from time to time, and any other federal, state, local or other governmental statute, regulation, rule, law or ordinance dealing with the protection of human health, safety, natural resources or the environment now existing or hereafter enacted.

c. There were no labor or materials furnished to the Property for which payment has not been made.

d. There are no unrecorded contracts, leases, easements or other agreements or interests relating to the Property.

e. There are no persons in possession of the Property.

f. There are no liens of any kind against Donor that affect the Property.

g. There were no bankruptcy or dissolution proceedings involving Donor during the time period in which Donor had any interest in the Property.

8. **Notices.** Notices permitted or required by this Agreement must be in writing and shall be deemed given when delivered in legible form to the party to whom addressed. Notices may be sent by certified mail, overnight mail delivery (such as UPS or FedEx) or e-mail. Notices are effective two business days after they are mailed via certified mail, return receipt requested or, if delivered in any other manner, when the party to whom the notice is directed actually receives the notice. If delivered at the Closing, a notice shall be deemed given when hand-delivered to the party's representative at the Closing. The business addresses of the parties are as follows:

Donor: Tom Sauter
T & G Land, Inc.
6651 141st Ave. N.W., Ste. 3
Ramsey, MN 55303
tsauter03@gmail.com

City: City Administrator
City of Ramsey
7550 Sunwood Drive N.W.
Ramsey, MN 55303
kulrich@ci.ramsey.mn.us

9. **Closing.** This transaction shall close on or before December 31, 2020, or the expiration or waiver of the Inspection Period or on such earlier date as Donor and City may establish by mutual, written agreement. The Closing shall take place at a location the parties mutually agree to prior to such date.

    a. Donor's Obligations at Closing. At Closing, Donor must deliver to the City the following:

        i. A warranty deed, duly executed and acknowledged on behalf of the Donor conveying title to the Property, subject to (A) the lien of real estate taxes, if any, not yet due and payable; (B) Matters that would be disclosed by an accurate survey of the Property; and (C) matters that constitute Permitted Exceptions.

        ii. Seller's Affidavit, well disclosure certificate (if required), settlement statement approved by the Donor, and any other documents necessary to effectuate the closing.

    b. City's Obligations at Closing. At Closing, the City must:

        i. Provide funds to cover those costs for which the City is responsible under this Agreement;

        ii. File an e-CRV as necessary.

    c. Closing costs.

        i. At Closing, the following Donor closing costs and expenses must be paid by the Donor:

            1. Donor's portion of the property taxes prorated to the date of Closing.

            2. Donor's own attorney's fees.

        ii. At Closing, the City must pay the following costs and expenses:

            1. City's portion of the property taxes prorated to the date of Closing.

            2. City's own attorney's fees.

            3. Closing fees.

            4. State deed tax.

            5. Documentary and recording fees for the deed.

            6. Cost of the appraisal.

7. Cost of environmental site assessment.

8. Cost of title commitment and owner's title insurance policy.

d. Possession. Donor must deliver possession of the Property at Closing.

10. **Entire Agreement.** This Agreement constitutes the complete agreement between the parties and supersedes any prior oral or written agreements between the parties regarding the Property. No modification of the terms of this Agreement are effective unless in writing and executed by the parties.

11. **Remedy.** In the event that, following execution of this Agreement, Donor decides not to donate the Property to the City, Donor shall pay the costs incurred by the City for the title commitment and Phase I environmental site assessment, and shall be responsible for the appraisal costs.

12. **Construction.** The Parties acknowledge that this Agreement was initially prepared by the City solely as a convenience and that all parties and their counsel hereto have read and full negotiated all the language used in this Agreement. Consequently, no rule of construction shall apply to this Agreement to construe ambiguous or unclear language in favor of or against any party.

[Remainder of page left blank intentionally.]

T & G Land, Inc.

By: _____ Dated: _____, 2020
Thomas Sauter

Its: _____

City of Ramsey

By: _____ Dated: _____, 2020
John LeTourneau, Mayor

By: _____ Dated: _____, 2020
Kurtis G. Ulrich
City Administrator

CC Regular Session **5. 17.**

Meeting Date: 12/08/2020

Submitted For: Joe Feriancek, Engineering/Public Works

By: Joe Feriancek, Engineering/Public Works

Information

Title

Adopt Resolution #20-294 Accepting Municipal Testing Proposals for 2021 Pavement Management Program Projects

Purpose/Background:

Purpose:

The purpose of this case is to adopt Resolution #20-294 accepting municipal utility testing proposals for 2021 pavement management program projects.

Background:

The updated 2021 through 2030 10-Year Capital Improvement Plan (CIP) proposes two street reconstruction projects in 2021 where municipal utilities exist under the streets. The two projects include the reconstruction of Riverdale Drive between Feldspar Street and Tungsten Street, and street reconstructions within the Business Park 95 subdivision including McKinley Street, Unity Street, Radium Street, and 140th Avenue.

The updated CIP has not yet been approved by City Council, but in order to solicit bids this winter to receive the lowest bids possible, staff has begun to design these projects and to prepare plans and specifications. Testing of existing municipal utilities, which includes sanitary sewer, storm sewer, and watermain, is standard practice when designing street reconstruction projects because newly paved streets in Ramsey are anticipated to have a 60-year life span assuming proactive maintenance. Identifying damaged or failing municipal utilities under streets before they are reconstructed allows the required repair or replacement work to be completed as part of the street reconstruction project before the new pavement is placed, preventing costly pavement repairs after the fact.

Utilities testing consists of using a camera to televise the inside of sewer pipes (sanitary and storm), and by using sound enhancing equipment to listen for leaks in watermain between hydrants and valves. Staff does not have the equipment needed to complete this work in-house, but Public Works Staff did assist by cleaning the sewer pipes in advance of being televised.

On November 23, 2020, Staff submitted Requests for Quotes to contractors known to complete such work. Quotes were requested to be returned by 10 AM on December 2, 2020.

Pipe Televising Quotes - Sanitary and Storm Sewer

Televising sewer pipes informs staff of the conditions of the pipes, and locates existing damage, if present. This allows staff to include the required repair or replacement work for any damaged pipes into the street reconstruction plans, which is more cost effective than doing repairs as standalone projects, or as change orders during the reconstruction project.

Staff requested proposals for each street reconstruction project from three contractors known to perform this work. Proposals for each project were received from two of the contractors, which are tabulated below.

TELEVISING SANITARY & STORM SEWER		
Contractor	**Riverdale Drive Total Quote**	**Business Park 95 Total Quote**
Nelson Sanitation & Rental, Inc.	$ 5,516.68	$ 10,643.18

Hydro-Klean, LLC	$ 5,912.50	$ 11,601.25

Nelson Sanitation & Rental, Inc. submitted the lowest responsible quotes. Based on the submitted quotes, staff recommends accepting the proposals for Riverdale Drive and Business Park 95 televising from Nelson Sanitation & Rental, Inc.

The Contractor is required to complete their work within 30 working days of the notice to proceed issued by the City.

Leak Testing Quotes - Watermain

Leak testing watermain informs staff of any leaks in the municipal watermain system within the project area. For the same reasons noted earlier, if a leak is discovered the repair work will be completed as part of the reconstruction project.

Staff requested proposals for each street reconstruction project from the two contractors known to perform this work. Proposals for each project were received from only one of the contractors, which are tabulated below.

LEAK TESTING WATERMAIN		
Contractor	**Riverdale Drive Total Quote**	**Business Park 95 Total Quote**
Water Conservation Services, Inc.	$ 580.00	$ 580.00

Water Conservation Services, Inc. submitted the lone quotes, which in Staff's opinion are responsible and reasonable quotes. Based on the submitted quotes, staff recommends accepting the proposals for Riverdale Drive and Business Park 95 water leak testing from Water Conservation Services, Inc.

The Contractor is required to complete their work within 30 working days of the notice to proceed issued by the City.

Notification:

No notifications are required with this case.

Observations/Alternatives:

Motion to adopt Resolution #20-294 accepting municipal utility testing proposals for 2021 pavement management program projects.

Funding Source:

Funding for this work is proposed to come from the respective utility enterprise (Sewer, Stormwater Utility, and Water) funds. If any utility repair or replacement work is required as a result of the testing, that work would be completed as part of the respective street reconstruction project and would be funded through the respective utility funds.

Recommendation:

Staff recommends adopting Resolution #20-294 accepting municipal utility testing proposals for 2021 pavement management program projects.

Action:

Adopt Resolution #20-294 accepting municipal utility testing proposals for 2021 pavement management program projects.

Attachments

Resolution #20-294
Televising RFP
Water Leak Test RFP

Form Review

Inbox	Reviewed By	Date
Bruce Westby	Bruce Westby	12/02/2020 12:08 PM
Kurt Ulrich	Kurt Ulrich	12/03/2020 12:11 PM
Form Started By: Joe Feriancek		Started On: 12/01/2020 01:24 PM
Final Approval Date: 12/03/2020		

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

RESOLUTION #20-294

RESOLUTION ACCEPTING MUNICIPAL UTILITY TESTING PROPOSALS FOR 2021 PAVEMENT MANAGEMENT PROGRAM PROJECTS

WHEREAS, televising of sanitary and storm sewers and leak testing of watermain is required to accurately evaluate the condition of below ground municipal utilities within proposed 2021 pavement management program projects; and

WHEREAS, request for proposals were submitted to three firms for the purpose of obtaining quotes for competing the proposed televising services; and

WHEREAS, the two televising quotes received are tabulated below; and

Contractor	**Riverdale Drive Total Quote**	**Business Park 95 Total Quote**
Nelson Sanitation & Rental, Inc.	$ 5,516.68	$ 10,643.18
Hydro-Klean, LLC	$ 5,912.50	$ 11,601.25

WHEREAS, the proposal of Nelson Sanitation & Rental, Inc. in the amount of $5,516.68 for the televising of Riverdale Drive and $10,643.18 for the televising of Business Park 95, for said services in accordance with the prepared proposal is the lowest responsible quote and their quote shall be and hereby is accepted.

WHEREAS, request for proposals were submitted to two firms for the purpose of obtaining quotes for completing the proposed watermain leak testing services; and

WHEREAS, the one leak testing quote received is tabulated below; and

Contractor	**Riverdale Drive Total Quote**	**Business Park 95 Total Quote**
Water Conservation Services, Inc.	$ 580.00	$ 580.00

WHEREAS, the proposal of Water Conservation Services, Inc. in the amount of $580.00 for the watermain leak testing of Riverdale Drive and $580.00 for the watermain leak testing of Business Park 95, for said services in accordance with the prepared proposal is the lowest responsible quote and their quote shall be and hereby is accepted.

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

1) The Mayor and City Administrator are hereby authorized and directed to enter into a contract with Nelson Sanitation & Rental, Inc. for said televising services for and on behalf of the City of Ramsey.

2) The Mayor and City Administrator are hereby authorized and directed to enter into a contract with Water Conservation Services, Inc. for said watermain leak testing services for and on behalf of the City of Ramsey.

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

and the following voted against the same:

and the following abstained:

and the following were absent:

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 8th day of December, 2020.

_____
Mayor

ATTEST:

_____
City Clerk

REQUEST FOR PROPOSAL

21-00 Riverdale Drive – Feldspar to Tungsten Street
21-03 Business Park 95 Street Reconstruction

Televising Sanitary & Storm Sewer
City of Ramsey

ISSUE DATE:
November 23, 2020

PROPOSAL MUST BE RECEIVED BY:
10:00 am on Wednesday, December 2, 2020

DELIVER PROPOSAL TO:
City of Ramsey Municipal Center
7550 Sunwood Drive NW
Ramsey, MN 55303
Attn: Marsha Weidner
763-433-9839

INTRODUCTION: The City of Ramsey is requesting proposals for the televising 21-00 Riverdale Drive Improvement project – Feldspar Street to Tungsten of 4,486 lineal feet of sanitary sewer and 1,768 lineal feet of storm sewer, and 21-03 Business Park 95 Street Reconstruction of 5,811 lineal feet of sanitary sewer and 6,463 lineal feet of storm sewer. See attached maps. City crews intend to clean the sewer pipes prior to televising.

MATERIALS:

1. Provide the City a video of the televised lines.
2. Provide the City with a report of the televised lines, including descriptions of the pipe and any defects.

SCHEDULE: A written schedule of the work shall be submitted identifying all work components and showing work start and completion dates required to comply with the schedule. The televising of the sewer lines will be completed within 30 working days of the notice to proceed issued by the City. A notice to proceed for the work is anticipated to be issued by the City on or around December 9, 2020. If work is not initiated within 7 calendar days of this notice, the City reserves the right to cancel the quotation and award to the second lowest responsible quote.

PROPOSAL SUBMITTAL: An itemized quote shall be submitted for the proposed work using the form at the end of this Request for Proposal (RFP).

COMMUNICATION WITH THE CITY: If any requirements of this RFP are not clearly understood, the Contractor is responsible for contacting the City for further clarification in a prompt manner. Responses to inquiries, if they change or clarify the RFP in a substantial manner, will be forwarded by addenda to the RFP.

SUBMISSION: A signed copy of the attached proposal form is requested by **10:00 a.m. Wednesday, December 2, 2020.** Deliver to the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey MN 55303 to the attention of Marsha Weidner, Engineering Administrative Assistant. E-mail quotes will be accepted and may be sent to MWeidner@cityoframsey.com.

REVIEW PROCESS: Proposals received by the RFP deadline will be reviewed by Engineering Staff. The project shall be awarded to the bidder submitting the lowest proposal based upon the proposed quantities. The City reserves the right to reject any or all proposals and to waive minor irregularities. From there the Proposal must be presented by the City Engineer and approved by the Ramsey City Council (Council meetings are on the 2nd or 4th Tuesday of the month); once approved, an email will be sent out awarding the proposal to the qualified vendor, at which time a Certificate of Insurance will be required prior to scheduling work.

PROPOSAL UNDERSTANDING: By submitting a proposal, the Contractor agrees to be bound to the terms and conditions herein.

COSTS OF PREPARATION: Under no condition will any costs of preparation of the proposal be reimbursed by the City.

LICENSE AND INSURANCE: By submitting a proposal, the Contractor affirms they shall maintain the following minimum insurance coverage while completing their work as related to this RFP in the following amounts: Commercial General Liability $1,000,000 per occurrence (written on an occurrence based form bodily injury and property damage); automobile liability $1,000,000 per occurrence (including hired & non-owned bodily injury and property damage). The City of Ramsey shall be named as an additional insured on the Commercial General Liability insurance. Certificates of Insurance for all of the above insurance shall be filed with the City prior to the work. The Contractor also affirms they shall be licensed to perform the work in the State of Minnesota, and the work shall comply with all state and local laws.

WORKING HOURS: The work shall be carried out during normal working hours so as not to cause any unreasonable nuisance to affected residents and businesses. Under emergency conditions, this limitation may be waived in writing by the Engineer in conjunction with qualified local authority. Normal working hours for this work are considered to be from 7:00 a.m. to 8:00 p.m., Monday through Friday.

WORK AND STAGGING AREAS: The Contractor shall confine their work activities within City owned properties and right of way / easement. No equipment shall be left on City streets outside normal working hours.

SPECIFICATIONS: Work shall be conducted in conformance with the specifications set forth herein and in accordance with the latest edition of the Minnesota Department of Transportation Standard Specifications for Construction which is incorporated by reference to these specifications.

TRAFFIC CONTROL: All traffic control devices and layouts shall conform and be installed in accordance to the latest addition of the Minnesota Temporary Traffic Control Field Manual.

PERMITS: The Contractor shall obtain all necessary construction permits. A City Contractor Permit is required to work in the City of Ramsey.

PAYMENT: Payment will be upon submittal of an invoice to the City on a net 30 day basis. Invoices must include the purchase order number. An IC 134 form will be required prior to final payment.

BASIS OF PAYMENT:
Mobilization – Payment shall be made on a lump sum basis for the mobilization of equipment.

Traffic Control – Payment shall be made on a lump sum basis as compensation for all equipment, material, and labor costs required for the installation and maintenance of traffic control measures (signage, barricades, flashers, flaggers, etc.), as directed by the Engineer, for any local traffic disruptions or temporary closures.

Televising Sewer – Payment shall be made on a per lineal foot basis. The cost shall include description, and video of the sewer lines.

Other Items – The cost of any additional equipment, labor, materials, tools and supplies which have not been specifically identified in this section for payment, but are required to complete the project per the plans and specifications shall be considered incidental to the project.

PROPOSAL

I/We agree to furnish all materials and labor for the project described above:

21-00 RIVERDALE DRIVE TELEVISING					
Item	**Description**	**Quantity**	**Unit**	**Unit Cost**	**Extension**
1	Mobilization	1	LS		
2	Traffic Control	1	LS		
3	Televising Sanitary Sewer Lines	4486	LF		
4	Televising Storm Sewer Lines	1768	LF		
Riverdale Drive Total (Items 1 – 4)					

21-03 BUSINESS PARK 95 TELEVISING					
Item	**Description**	**Quantity**	**Unit**	**Unit Cost**	**Extension**
1	Mobilization	1	LS		
2	Traffic Control	1	LS		
3	Televising Sanitary Sewer Lines	5811	LF		
4	Televising Storm Sewer Lines	6463	LF		
Business Park 95 Total (Items 1 – 4)					

Contractor Name _____

Owner or Representative _____

Phone(s) _____

Fax_____

E-mail _____

Website _____

REQUEST FOR PROPOSAL

21-00 Riverdale Drive – Feldspar to Tungsten Street
21-03 Business Park 95 Street Reconstruction

Leak Testing Watermain
City of Ramsey

ISSUE DATE:
November 23, 2020

PROPOSAL MUST BE RECEIVED BY:
10:00 am on Wednesday, December 2, 2020

DELIVER PROPOSAL TO:
City of Ramsey Municipal Center
7550 Sunwood Drive NW
Ramsey, MN 55303
Attn: Marsha Weidner
763-433-9839

INTRODUCTION: The City of Ramsey is requesting proposals for watermain leak testing 21-00 Riverdale Drive – Feldspar to Tungsten Street of 4,569 lineal feet of DIP watermain, and 21-03 Business Park 95 Street Reconstruction 7,369 lineal feet of DIP watermain. See attached maps.

MATERIALS:

1. Provide the City with a report of the leak tested lines, including descriptions of the pipe and any leaks detected.

SCHEDULE: A written schedule of the work shall be submitted identifying all work components and showing work start and completion dates required to comply with the schedule. The leak testing of water lines will be completed within 30 working days of the notice to proceed issued by the City. A notice to proceed for the work is anticipated to be issued by the City on or around December 9, 2020. If work is not initiated within 7 calendar days of this notice, the City reserves the right to cancel the proposal and award to the second lowest responsible quote.

PROPOSAL SUBMITTAL: Proposal shall be submitted for the proposed work using the form at the end of this Request for Proposal (RFP). Estimated hours to complete the work as well as hourly rate must be filled in.

COMMUNICATION WITH THE CITY: If any requirements of this RFP are not clearly understood, the Contractor is responsible for contacting the City for further clarification in a prompt manner. Responses to inquiries, if they change or clarify the RFP in a substantial manner, will be forwarded by addenda to the RFP.

SUBMISSION: A signed copy of the attached proposal form is requested by **10:00 a.m. Wednesday, December 2, 2020.** Deliver to the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey MN 55303 to the attention of Marsha Weidner, Engineering Administrative Assistant. E-mail proposal will be accepted and may be sent to MWeidner@cityoframsey.com.

REVIEW PROCESS: Proposals received by the RFP deadline will be reviewed by Engineering Staff. The project shall be awarded to the bidder submitting the lowest proposal based upon the proposed quantities. The City reserves the right to reject any or all proposals and to waive minor irregularities. From there the Proposal must be presented by the City Engineer and approved by the Ramsey City Council (Council meetings are on the 2nd or 4th Tuesday of the month); once approved, an email will be sent out awarding the proposal to the qualified vendor, at which time a Certificate of Insurance will be required prior to scheduling work.

PROPOSAL UNDERSTANDING: By submitting a proposal, the Contractor agrees to be bound to the terms and conditions herein.

COST OF PREPARATION: Under no condition will any costs of preparation of the proposal be reimbursed by the City.

LICENSE AND INSURANCE: By submitting a proposal, the Contractor affirms they shall maintain the following minimum insurance coverage while completing their work as related to this RFP in the following amounts: Commercial General Liability $1,000,000 per occurrence (written on an occurrence based form bodily injury and property damage); automobile liability $1,000,000 per occurrence (including hired & non-owned bodily injury and property damage). The City of Ramsey shall be named as an additional insured on the Commercial General Liability insurance. Certificates of Insurance for all of the above insurance shall be filed with the City prior to the work. The Contractor also affirms they are licensed to perform the work in the State of Minnesota, and the work shall comply with all state and local laws.

WORKING HOURS: The work shall be carried out during normal working hours so as not to cause any unreasonable nuisance to affected residents and businesses. Under emergency conditions, this limitation may be waived in writing by the Engineer in conjunction with qualified local authority. Normal working hours for this work are considered to be from 7:00 a.m. to 8:00 p.m., Monday through Friday.

WORK AND STAGGING AREAS: The Contractor shall confine their work activities within City owned properties and right of way / easement. No equipment shall be left on City streets outside normal working hours.

SPECIFICATIONS: Work shall be conducted in conformance with the specifications set forth herein and in accordance with the latest edition of the Minnesota Department of Transportation Standard Specifications for Construction which is incorporated by reference to these specifications.

TRAFFIC CONTROL: All traffic control devices and layouts shall conform and be installed in accordance to the latest addition of the Minnesota Temporary Traffic Control Field Manual.

PERMITS: The Contractor shall obtain all necessary construction permits. A City Contractor Permit is required to work in the City of Ramsey.

PAYMENT: Payment will be upon submittal of an invoice to the City on a net 30 day basis. Invoices must include the purchase order number. An IC 134 form will be required prior to final payment.

BASIS OF PAYMENT:
Leak Testing Water Lines – Payment shall be made on a per hour basis. The cost shall include a report, as well as all costs associated with mobilization and traffic control measures.

Other Items – The cost of any additional equipment, labor, materials, tools and supplies which have not been specifically identified in this section for payment, but are required to complete the project per the plans and specifications shall be considered incidental to the project.

PROPOSAL

I/We agree to furnish all materials and labor for the project described above:

21-00 RIVERDALE DRIVE WATERMAIN LEAK TEST					
Item	**Description**	**Quantity**	**Unit**	**Unit Cost**	**Extension**
1	Leak Testing Water Lines		HOURS		

21-03 BUSINESS PARK 95 WATERMAIN LEAK TEST					
Item	**Description**	**Quantity**	**Unit**	**Unit Cost**	**Extension**
1	Leak Testing Water Lines		HOURS		

Contractor Name _____

Owner or Representative _____

Phone(s) _____

Fax _____

E-mail _____

Website _____

WATERMAIN LEAK TEST SUMMARY

WATERMAIN	
PIPE SIZE (INCHES)	PIPE LENGTH (FEET)
6	222
8	72
12	4275
TOTAL	4569

0 120 240 360
SCALE (FEET)

N

17' - 6" DIP WATER
447' - 12" DIP WATER
36' - 8" DIP WATER
43' - 6" DIP WATER
14' - 6" DIP WATER
535' - 12" DIP WATER
36' - 8" DIP WATER
14' - 6" DIP WATER
17' - 6" DIP WATER
2170' - 12" DIP WATER
16' - 6" DIP WATER
32' - 6" DIP WATER
17' - 6" DIP WATER
60' - 12" DIP WATER
1063' - 12" DIP WATER
16' - 6" DIP WATER
36' - 6" DIP WATER

INC
NO. 10 & 169
COUNTY MCKINLEY ST
EBONY ST NW
DOLOMITE ST NW
137 TH AVE NW
RIVERDALE DRIVE
MISSISSIPPI
ST NW

DATE	REVISION

Rev 20, 2020 – 2:10pm
G:\Engineering\AutoCad Dwgs\Projects N-Z\Riverdale Drive Tungsten-Feldspar\2020 Design\Support Drawings\21-00 Utility Testing Map.dwg

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

Engineer Name
Date xx /xx/xx Lic. No. Eng. No.

DESIGNED BY:	---	
DRAWN BY:	---	DATE: xx/xx/xx
CHECKED BY:	---	FILE: (file no.)

City of RAMSEY

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

WATERMAIN LEAK TESTING MAP

RIVERDALE DRIVE - TUNGSTEN TO FELDSPAR
CITY PROJECT NO. 21-00
CITY OF RAMSEY, MINNESOTA

SHEET 1 OF 1 SHEETS

WATERMAIN LEAK TEST SUMMARY

WATERMAIN	
PIPE SIZE (INCHES)	PIPE LENGTH (FEET)
6	483
8	2187
10	4699
TOTAL	7369

0 90 180 270
SCALE (FEET)

N

BUNKER LAKE BOULEVARD (CSAH 116)
SUNRISH LAKE BOULEVARD (CSAH 57)
140TH AVENUE
MCKINLEY STREET
RADIUM STREET
CHIEF STREET
PID 353225220020
PID 353225240019
PID 353225210027
PID 353225220022
PID 353225210029
PID 353225210033
PID 353225240023
PID 353225240013
PID 353225240005
6100
6190
6250
14155
14141
6191
13915
14000
13981
6180
13900
13911
6251
13931
6231
6221
6211
6390
6230
6220
20' - 6" DIP WATER
819' - 10" DIP WATER
19' - 6" DIP WATER
16' - 6" DIP WATER
966' - 8" DIP WATER
59' - 6" DIP WATER
16' - 6" DIP WATER
14' - 6" DIP WATER
1221' - 8" DIP WATER
59' - 6" DIP WATER
20' - 6" DIP WATER
862' - 10" DIP WATER
1076' - 10" DIP WATER
58' - 6" DIP WATER
13' - 6" DIP WATER
808' - 10" DIP WATER
24' - 6" DIP WATER
70' - 6" DIP WATER
24' - 6" DIP WATER
1134' - 10" DIP WATER
52' - 6" DIP WATER

DATE	REVISION

Rev 21, 2020 - 9:52pm
C:\Engineering\AutoCad Dwgs\Projects A-M\Business Park 95 Recon 21-03\Support Drawings\21-03 Base Map.dwg

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

Engineer Name
Date xx /xx/xx Lic. No. Eng. No.

DESIGNED BY:	---	
DRAWN BY:	---	DATE: xx/xx/xx
CHECKED BY:	---	FILE: (file no.)

City of RAMSEY

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

WATERMAIN LEAK TESTING MAP

BUSINESS PARK 95 STREET RECONSTRUCTIONS
CITY PROJECT NO. 21-03
CITY OF RAMSEY, MINNESOTA

SHEET 1 OF 1 SHEETS

CC Regular Session **5. 18.**

Meeting Date: 12/08/2020

Submitted For: Bruce Westby, Engineering/Public Works

By: Marsha Weidner, Engineering/Public Works

Information

Title

Adopt Resolution #20-298 Authorizing Partial Payment #5 to Park Construction for Improvement Project #20-01, Variolite Street Reconstruction Project.

Purpose/Background:

Resolution and Pay Estimate Attached.

Recommendation:

The Engineer Technician IV has inspected the completed work and recommends authorizing partial payment #5 to Park Construction Company for Improvement Project #20-01, Variolite Street Reconstruction, in the amount of $916,383.33.

Action:

Motion to adopt Resolution #20-298 authorizing partial payment #5 to Park Construction Company of Spring Lake Park, MN for Improvement Project #20-01, Variolite Street Reconstruction, in the amount of $916,383.33.

Attachments

Resolution #20-298

Pay Estimate #5

Form Review

Inbox	Reviewed By	Date
Bruce Westby	Bruce Westby	12/03/2020 08:39 AM
Kurt Ulrich	Kurt Ulrich	12/03/2020 12:11 PM
Form Started By: Marsha Weidner		Started On: 12/01/2020 01:46 PM
Final Approval Date: 12/03/2020		

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

RESOLUTION #20-298

RESOLUTION AUTHORIZING PARTIAL PAYMENT #5 TO PARK CONSTRUCTION COMPANY FOR IMPROVEMENT PROJECT #20-01, VARIOLITE STREET RECONSTRUCTION

WHEREAS, the City of Ramsey proposes to reconstruct Variolite Street between Alpine Drive and 173rd Avenue in 2020; and

WHEREAS, pursuant to Ramsey City Council Resolution #19-219 adopted September 10, 2019, the City Council approved and authorized Staff to execute proposals from Hakanson Anderson and Associates for required topographic survey in the amount of $12,800, and from Northern Technologies Inc. for required geotechnical work in the amount of $29,750; and

WHEREAS, pursuant to Ramsey City Council Resolution #19-285 adopted December 10, 2019, the City Council ordered the City Engineer to prepare a Feasibility Report for Improvement Project #20-01, Variolite Street Reconstruction; and

WHEREAS, the Ramsey Public Works Committee directed Staff to explore options for reducing speeds and improving pedestrian accommodations along Variolite Street; and

WHEREAS, one of the primary purposes of a Feasibility Report is to explore alternative design options and provide recommendations on which options to construct; and

WHEREAS, pursuant to Ramsey City Council Resolution #20-071 adopted April 14, 2020, the City Council accepted the Feasibility Report and ordered the City Engineer to prepare plans and specifications for Improvement Project #20-01, Variolite Street Reconstruction; and

WHEREAS, pursuant to Ramsey City Council Resolution #20-089 adopted May 12, 2020, the City Council approved plans and specifications and authorized advertisements for bids for said improvements; and

WHEREAS, bids were advertised in the Anoka Union Herald and in Finance and Commerce on May 15 and May 22, 2020; and

WHEREAS, bids were received, opened, and tabulated on June 5, 2020, and the following bids were found to comply with the advertisement for bids; and

WHEREAS, pursuant to Ramsey City Council Resolution #20-124 adopted June 9, 2020, Park Construction Company of Minneapolis, Minnesota, was awarded the construction contract in the amount of $2,811,859.49 for said improvements in accordance with the approved plans and specifications and advertisement for bids, including Alternate Bid A and Alternate Bid B; and

WHEREAS, pursuant to Ramsey City Council Resolution #20-165 adopted August 10, 2020 the City Council approved Change Order #1 in the amount of $43,410.80 to prevent impacts to existing trees, landscaping, and private utilities, and will prevent the need to reconstruct a portion of Variolite Street in the future by extending trunk sanitary sewer 160 linear feet to the

north, and will allow for the connection to City sewer and water services as requested by the residents at 7600 163rd Lane NW; and

WHEREAS, as of December 8th, 2020 $1,579,481.84 has been paid to date; and

WHEREAS, the Engineer Technician IV has inspected the completed work and recommends authorizing partial payment #5 to Park Construction Company for Improvement Project #20-01, Variolite Street Reconstruction, in the amount of $916,383.33.

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 authorizes partial payment #5 to Park Construction Company of Spring Lake Park, MN for Improvement Project #20-01, Variolite Street Reconstruction, in the amount of $916,383.33.

2) The City Council hereby 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 December 8, 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 thereof:

and the following voted against the same:

and the following abstained:

and the following were absent:

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 8th day of December, 2020.

_____
Mayor

ATTEST:

_____
City Clerk

Pay Estimate Summary Sheet
IP 20-01 Variolite Street Reconstruction

City of Ramsey

Estimate no **5**

TOTAL BASE BID PLUS ALTERNATES	$	2,811,859.49
TOTAL CHANGE ORDERS	$	43,410.80
TOTAL CONTRACT WITH CHANGE ORDERS	$	2,855,270.29
STORED MATERIALS		
TOTAL COMPLETED WORK TO DATE	$	2,627,226.49
TOTAL WORK COMPLETED PLUS STORED MATERIALS	$	2,627,226.49
RETAINED PERCENTAGE 5%	$	131,361.32
NET AMOUNT DUE TO CONTRACTOR TO DATE	$	2,495,865.17
TOTAL AMOUNT PAID ON PREVIOUS ESTIMATES	$	1,579,481.84
PAY CONTRACTOR PER ESTIMATE NO. 5	$	916,383.33

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: Park Construction Company

By _____ Chad Grady Project Manager
Name Title

Date 12/2/2020

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

By _____ Civil Engineer II
Joe Feriancek, PE

Date 12/2/2020

APPROVED FOR PAYMENT:
OWNER: City of Ramsey

By _____ City Engineer 12/2/2020
Name Title Date

IP 20-01 Variolite Street Reconstruction
Pay Estamite

PAY ESTIMATE NO **5**

BASE BID	**$ 2,813,756.09**	**$ 959,190.23**	**$ 2,359,707.19**
ALTERNATIVE A	**$ 40,200.00**	**$ 4,020.00**	**$ 40,200.00**
ALTERNATIVE B	**$ (42,096.60)**	**$ -**	**$ 182,709.20**
CHANGE ORDER No.1	**$ 43,410.80**	**$ 1,403.80**	**$ 44,610.10**
BASE BID PLUS ALTERNATIVES	**$ 2,855,270.29**	**$ 964,614.03**	**$ 2,627,226.49**

BASE BID

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	$ 150,000.00	$ 150,000.00	0.05	$ 7,500.00	0.90	$ 135,000.00
2	2101.524	GRUBBING	TREE	1	$ 132.00	$ 132.00	1	$ 132.00	3	$ 396.00
3	2101.524	CLEARING	TREE	1	$ 295.00	$ 295.00	1	$ 295.00	3	$ 885.00
4	2104.502	REMOVE MANHOLE (SANITARY)	EA	2	$ 869.00	$ 1,738.00	0	$ -	2	$ 1,738.00
5	2104.502	SALVAGE MAIL BOX SUPPORT	EA	12	$ 50.00	$ 600.00	0	$ -	4	$ 200.00
6	2104.503	REMOVE PIPE CULVERT	LF	513	$ 8.25	$ 4,232.25	0	$ -	486	$ 4,009.50
7	2104.503	REMOVE CONCRETE CURB AND GUTTER	LF	58	$ 7.35	$ 426.30	0	$ -	58	$ 426.30
8	2104.503	REMOVE PIPE SEWER (SANITARY)	LF	33	$ 15.60	$ 514.80	0	$ -	18	$ 280.80
9	2104.503	SAWING CONCRETE PAVEMENT (FULL DEPTH)	LF	40	$ 5.00	$ 200.00	0	$ -	22	$ 110.00
10	2104.503	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	LF	710	$ 2.65	$ 1,881.50	0	$ -	612	$ 1,621.80
11	2104.504	REMOVE BITUMINOUS PAVEMENT (DRIVEWAY)	SY	154	$ 11.00	$ 1,694.00	0	$ -	154	$ 1,694.00
12	2104.504	REMOVE BITUMINOUS PAVEMENT (TRAIL)	SY	477	$ 4.85	$ 2,313.45	0	$ -	512	$ 2,483.20
13	2104.504	REMOVE GRAVEL PAVEMENT (DRIVEWAY)	SY	216	$ 15.10	$ 3,261.60	0	$ -	198	$ 2,989.80
14	2104.518	REMOVE CONCRETE PAVEMENT	SF	280	$ 1.50	$ 420.00	0	$ -	360	$ 540.00
15	2105.507	COMMON EXCAVATION (EV)	CY	2,098	$ 5.55	$ 11,643.90	515	$ 2,858.25	2,134	$ 11,843.70
16	2105.507	SUBGRADE EXCAVATION, REMOVE UNSUITABLE MATERIAL (EV)	CY	7,000	$ 2.55	$ 17,850.00	14	$ 35.70	491	$ 1,252.05
17	2105.601	TEMPORARY ACCESS ROAD	LS	1	$ 17,900.00	$ 17,900.00	0	$ -	1	$ 17,900.00
18	2105.601	DEWATERING	LS	1	$ 122,100.00	$ 122,100.00	0.0	$ -	1.0	$ 122,100.00
19	2106.507	SELECT GRANULAR BORROW (CV)	CY	8,750	$ 19.40	$ 169,750.00	14	$ 271.60	491	$ 9,525.40
20	2106.507	GRANULAR EMBANKMENT (LV)	CY	1,001	$ 5.25	$ 5,255.25	0	$ -	360	$ 1,890.00
21	2112.519	SUBGRADE PREPARATION	RDST	119	$ 492.00	$ 58,548.00	0	$ -	119	$ 58,548.00
22	2118.507	AGGREGATE SURFACING (LV); CLASS 5 MODIFIED (DRIVEWAYS)	CY	37	$ 99.00	$ 3,663.00	0	$ -	37	$ 3,663.00
23	2130.523	WATER	MGAL	400	$ 54.50	$ 21,800.00	0	$ -	120	$ 6,540.00
24	2211.507	AGGREGATE BASE (CV) CLASS 5 MODIFIED	CY	2,919	$ 31.20	$ 91,072.80	0	$ -	2,919	$ 91,072.80
25	2215.504	STABILIZED FULL DEPTH RECLAMATION	SY	37,705	$ 1.75	$ 65,983.75	0	$ -	37,705	$ 65,983.75
26	2215.504	FULL DEPTH RECLAMATION	SY	19,543	$ 1.05	$ 20,520.15	0	$ -	19,543	$ 20,520.15
27	2215.507	HAUL FULL DEPTH RECLAMATION (LV)	CY	6,189	$ 11.50	$ 71,173.50	168	$ 1,932.00	7,646	$ 87,929.00
28	2215.509	BITUMINOUS MATERIAL FOR MIXTURE	TON	546	$ 395.00	$ 215,670.00	0	$ -	368	$ 145,360.00
29	2232.504	MILL BITUMINOUS SURFACE (2.0")	SY	145	$ 7.00	$ 1,015.00	145	$ 1,015.00	145	$ 1,015.00
30	2357.506	BITUMINOUS MATERIAL FOR TACK COAT	GAL	4,076	$ 0.01	$ 40.76	745	$ 7.45	745	$ 7.45
31	2360.509	TYPE SP 9.5 WEARING COURSE MIXTURE (SPWEA340C) (2.0")	TON	6,114	$ 69.50	$ 424,923.00	6,763	$ 470,028.50	6,763	$ 470,028.50
32	2360.509	TYPE SP 9.5 WEARING COURSE MIXTURE (SPWEA340C) (2.0") (DRIVEWAYS)	TON	22	$ 149.00	$ 3,278.00	22	$ 3,278.00	22	$ 3,278.00
33	2360.509	TYPE SP 9.5 WEARING COURSE MIXTURE (SPWEA340C) (2.5") (BITUMINOUS TRAIL)	TON	31	$ 107.00	$ 3,317.00	31	$ 3,317.00	31	$ 3,317.00
34	2360.509	TYPE SP 12.5 NON WEARING COURSE MIXTURE (SPNWB330C) (2.0")	TON	6,405	$ 61.90	$ 396,469.50	5,231	$ 323,798.90	6,759	$ 418,382.10
35	2501.502	15" CS PIPE APRON	EA	1	$ 224.00	$ 224.00	0	$ -	1	$ 224.00
36	2501.502	18" CS PIPE APRON	EA	24	$ 229.00	$ 5,496.00	0	$ -	26	$ 5,954.00
37	2501.503	15" CS PIPE CULVERT	LF	21	$ 35.60	$ 747.60	0	$ -	21	$ 747.60
38	2501.503	18" CS PIPE CULVERT	LF	516	$ 38.50	$ 19,866.00	0	$ -	521	$ 20,058.50
39	2502.502	4" PRECAST CONCRETE HEADWALL	EA	14	$ 441.00	$ 6,174.00	14	$ 6,174.00	14	$ 6,174.00
40	2502.503	4" PERF PVC PIPE DRAIN	LF	371	$ 10.50	$ 3,895.50	0	$ -	350	$ 3,675.00
41	2503.503	8" PVC PIPE SEWER (SDR 26)	LF	33	$ 40.60	$ 1,339.80	0	$ -	33	$ 1,339.80
42	2503.503	21" PVC PIPE SEWER (SDR 26)	LF	2,328	$ 88.70	$ 206,493.60	0	$ -	2,311	$ 204,985.70
43	2503.602	CONNECT TO EXISTING STORM SEWER	EA	1	$ 1,170.00	$ 1,170.00	0	$ -	1	$ 1,170.00
44	2503.602	CONNECT TO EXISTING SANITARY SEWER	EA	2	$ 1,560.00	$ 3,120.00	0	$ -	2	$ 3,120.00
45	2503.602	21" PVC PIPE PLUG	EA	1	$ 641.00	$ 641.00	0	$ -	1	$ 641.00
46	2503.603	CLEAN AND VIDEO TAPE PIPE SEWER (SANITARY)	LF	2,361	$ 1.40	$ 3,305.40	2,361	$ 3,305.40	2,361	$ 3,305.40
47	2503.603	PLUG FILL AND ABANDON PIPE SEWER (SANITARY FORCE MAIN)	LF	2,277	$ 4.95	$ 11,271.15	0	$ -	2,275	$ 11,261.25
48	2503.618	MANHOLE COATING	SF	751	$ 0.01	$ 7.51	0	$ -	751	$ 7.51
49	2504.602	ADJUST VALVE BOX	EA	17	$ 301.00	$ 5,117.00	17	$ 5,117.00	17	$ 5,117.00
50	2504.602	HYDRANT	EA	6	$ 4,630.00	$ 27,780.00	0	$ -	6	$ 27,780.00
51	2504.602	6" GATE VALVE & BOX	EA	5	$ 1,630.00	$ 8,150.00	0	$ -	5	$ 8,150.00
52	2504.602	8" GATE VALVE & BOX	EA	1	$ 2,110.00	$ 2,110.00	0	$ -	1	$ 2,110.00
53	2504.602	12" GATE VALVE & BOX	EA	8	$ 3,630.00	$ 29,040.00	0	$ -	8	$ 29,040.00
54	2504.602	CONNECT TO EXISTNG WATERMAIN	EA	1	$ 1,590.00	$ 1,590.00	0	$ -	1	$ 1,590.00
55	2504.603	6" WATERMAIN DUCTILE IRON CLASS 53	LF	100	$ 51.90	$ 5,190.00	0	$ -	79	$ 4,100.10
56	2504.603	8" WATERMAIN DUCTILE IRON CLASS 52	LF	20	$ 55.70	$ 1,114.00	0	$ -	4	$ 222.80
57	2504.603	12" WATERMAIN DUCTILE IRON CLASS 52	LF	3,341	$ 68.00	$ 227,188.00	0	$ -	40	$ 2,720.00
58	2504.603	12" WATERMAIN HDPE (DIRECTIONAL DRILLED)	LF	1,204	$ 72.10	$ 86,808.40	0	$ -	1,204	$ 86,808.40
59	2504.608	DUCTILE IRON FITTINGS	LBS	968	$ 6.35	$ 6,146.80	0	$ -	2,436	$ 15,468.60

60	2506.502	CASTING ASSEMBLY (SANITARY)	EA	7	$ 801.00	$ 5,607.00	7	$ 5,607.00	7	$ 5,607.00
61	2506.502	ADJUST FRAME AND RING CASTING	EA	9	$ 439.00	$ 3,951.00	9	$ 3,951.00	9	$ 3,951.00
62	2506.503	CONSTRUCT SANITARY STRUCTURE DESIGN 48-4007	LF	98.3	$ 306.00	$ 30,079.80	0.0	$ -	98.0	$ 29,988.00
63	2506.503	CONSTRUCT SANITARY STRUCTURE DESIGN 60-4007	LF	23.9	$ 747.00	$ 17,853.30	0.0	$ -	24.4	$ 18,226.80
64	2506.602	RESET CATCH BASIN CASTING	EA	2	$ 366.00	$ 732.00	2	$ 732.00	2	$ 732.00
65	2506.603	CONSTRUCT 15" INSIDE DROP	LF	15.0	$ 592.00	$ 8,880.00	0.0	$ -	12.0	$ 7,104.00
66	2521.518	6" CONCRETE WALK	SF	1,331	$ 13.20	$ 17,569.20	1,267	$ 16,724.40	1,267	$ 16,724.40
67	2531.503	CONCRETE CURB & GUTTER DESIGN B418	LF	580	$ 30.50	$ 17,690.00	0	$ -	564	$ 17,202.00
68	2531.504	6" CONCRETE DRIVEWAY PAVEMENT	SY	45	$ 88.70	$ 3,991.50	24	$ 2,128.80	24	$ 2,128.80
69	2531.504	CONCRETE MEDIAN	SY	10	$ 72.00	$ 720.00	1	$ 72.00	11	$ 792.00
70	2531.604	CONCRETE DRAINAGE FLUME	SY	5	$ 135.00	$ 675.00	0	$ -	0	$ -
71	2531.618	TRUNCATED DOMES	SF	206	$ 60.00	$ 12,360.00	200	$ 12,000.00	200	$ 12,000.00
72	2540.601	LANDSCAPE RESTORATION	LS	1	$ 3,490.00	$ 3,490.00	1	$ 3,490.00	1	$ 3,490.00
73	2540.602	TEMPORARY MAIL BOX CLUSTER	EA	4	$ 250.00	$ 1,000.00	0	$ -	1	$ 250.00
74	2540.602	INSTALL MAIL BOX SUPPORT	EA	12	$ 75.00	$ 900.00	0	$ -	0	$ -
75	2563.601	TRAFFIC CONTROL	LS	1	$ 5,800.00	$ 5,800.00	0.4	$ 2,320.00	0.9	$ 5,220.00
76	2573.502	STORM DRAIN INLET PROTECTION	EA	5	$ 197.00	$ 985.00	0	$ -	4	$ 788.00
77	2573.503	SILT FENCE, TYPE MS	LF	13,255	$ 1.80	$ 23,859.00	0	$ -	7,835	$ 14,103.00
78	2573.503	SEDIMENT CONTROL LOG TYPE STRAW	LF	1,795.0	$ 2.40	$ 4,308.00	600	$ 1,440.00	600	$ 1,440.00
79	2574.507	TOPSOIL (LV)	CY	1,992	$ 33.70	$ 67,130.40	1,700	$ 57,290.00	1,700	$ 57,290.00
80	2574.508	FERTILIZER TYPE 3	LBS	555	$ 0.53	$ 294.15	345	$ 182.85	345	$ 182.85
81	2575.504	SODDING TYPE LAWN	SY	100	$ 8.25	$ 825.00	0	$ -	0	$ -
82	2575.505	SEEDING	ACRE	5.45	$ 475.00	$ 2,588.75	3.45	$ 1,638.75	3.45	$ 1,638.75
83	2575.508	SEED MIXTURE 25-151	LBS	665	$ 3.10	$ 2,061.50	414	$ 1,283.40	414	$ 1,283.40
84	2575.508	HYDRAULIC MUCLH MATRIX	LBS	21,800	$ 0.69	$ 15,042.00	13,800	$ 9,522.00	13,800	$ 9,522.00
85	2582.503	24" SOLID LINE PAINT (EPOXY)	LF	142	$ 7.00	$ 994.00	67	$ 469.00	67	$ 469.00
86	2582.503	4" DOUBLE SOLID LINE PAINT (EPOXY)	LF	2,825	$ 0.44	$ 1,243.00	2,827	$ 1,243.88	2,827	$ 1,243.88
87	2582.503	4" SOLID LINE PAINT (EPOXY)	LF	27,935	$ 0.22	$ 6,145.70	27,950	$ 6,149.00	27,950	$ 6,149.00
88	2582.503	4" BROKEN LINE PAINT (EPOXY)	LF	1,860	$ 0.22	$ 409.20	2,530	$ 556.60	2,530	$ 556.60
89	2582.503	4" DOTTED LINE PAINT (EPOXY)	LF	300	$ 0.22	$ 66.00	0	$ -	0	$ -
90	2582.518	CROSSWALK PAINT (EPOXY)	SF	408.00	$ 5.00	$ 2,040.00	504	$ 2,520.00	504	$ 2,520.00
91	2582.518	PAVEMENT MESSAGE PAINT (EPOXY)	SF	124	$ 6.43	$ 797.32	125	$ 803.75	125	$ 803.75
					TOTAL BID	**$ 2,813,756.09**		**$ 959,190.23**		**$ 2,359,707.19**

ALTERNATE A

Item No.	MnDot No.	Item Description	Unit	CONTRACT AMOUNT			PAY THIS PERIOD		PAID TO DATE	
				Estimated Quantity	Unit Price	Extension	Quantity	Extension	Quantity	Extension
A1	2565.616	PEDESTRIAN CROSSWALK FLASHER SYSTEM	SYS	1	$ 40,200.00	$ 40,200.00	0.1	$ 4,020.00	1.0	$ 40,200.00
					TOTAL BID	**$ 40,200.00**		**$ 4,020.00**		**$ 40,200.00**

ALTERNATIVE B

Item No.	MnDot No.	Item Description	Unit	CONTRACT AMOUNT			PAY THIS PERIOD		PAID TO DATE	
				Estimated Quantity	Unit Price	Extension	Quantity	Extension	Quantity	Extension
B1	2504.603	12" WATERMAIN DUCTILE IRON CLASS 52	LF	-3,341	$ 68.00	$ (227,188.00)	0	$ -	0	$ -
B2	2504.603	12" WATERMAIN HDPE (DIRECTIONAL DRILLED)	LF	3,341	$ 55.40	$ 185,091.40	0	$ -	3,298	$ 182,709.20
					TOTAL BID	**$ (42,096.60)**		**$ -**		**$ 182,709.20**

CHANGE ORDER No.1

Item No.	MnDot No.	Item Description	Unit	CONTRACT AMOUNT			PAY THIS PERIOD		PAID TO DATE	
				Estimated Quantity	Unit Price	Extension	Quantity	Extension	Quantity	Extension
18	2105.601	ADDITIONAL DEWATERING	LS	1	$ 11,985.00	$ 11,985.00	0.0	$ -	1.0	$ 11,985.00
42	2503.503	21" PVC PIPE SEWER (SDR 26)	LF	160	$ 88.70	$ 14,192.00	0	$ -	177	$ 15,699.90
92	2503.503	4" PVC SANITARY SEWER SERVICE PIPE (SDR 26)	LF	58	$ 42.00	$ 2,436.00	0	$ -	55	$ 2,310.00
93	2503.602	21" X 4" PVC WYE (SDR 26)	EA	1	$ 2,292.00	$ 2,292.00	0	$ -	1	$ 2,292.00
94	2503.602	4" PVC CAP	EA	1	$ 50.00	$ 50.00	0	$ -	1	$ 50.00
46	2503.603	CLEAN AND VIDEO TAPE PIPE SEWER (SANITARY)	LF	160	$ 1.40	$ 224.00	117	$ 163.80	117	$ 163.80
95	2504.602	1" CORPORATION STOP	EA	1	$ 787.00	$ 787.00	0	$ -	1	$ 787.00
96	2504.602	1" CURB STOP AND BOX	EA	1	$ 768.00	$ 768.00	0	$ -	1	$ 768.00
97	2504.603	1" COPPER PIPE TYPE K	LF	75	$ 43.00	$ 3,225.00	0	$ -	75	$ 3,225.00
60	2506.502	CASTING ASSEMBLY (SANITARY)	EA	1	$ 801.00	$ 801.00	1	$ 801.00	1	$ 801.00
61	2506.502	ADJUST FRAME AND RING CASTING	EA	1	$ 439.00	$ 439.00	1	$ 439.00	1	$ 439.00
62	2506.503	CONSTRUCT SANITARY STRUCTURE DESIGN 48-4007	LF	20.3	$ 306.00	$ 6,211.80	0.0	$ -	19.9	$ 6,089.40
					TOTAL BID	**$ 43,410.80**		**$ 1,403.80**		**$ 44,610.10**

CC Regular Session **5. 19.**

Meeting Date: 12/08/2020

Submitted For: Grant Riemer, Engineering/Public Works

By: MaryJo Warner, Engineering/Public Works

Information

Title

Adopt Resolution #20-299 Authorizing Partial Payment #2 to Hakanson Anderson Associates for Improvement Project 20-07 New Public Works Facility

Purpose/Background:

Resolution and Pay Estimate #2 attached.

Funding Source:

Funding for this this item was budgeted as part of the public works building project.

Recommendation:

RJM Construction has inspected the completed work and recommends approving partial payment #2 in the amount of $3,277.50 to Hakanson Anderson Associates for Improvement Project #20-07, New Public Works Facility.

Action:

Motion to adopt Resolution #20-299 authorizing partial payment #2 to Hakanson Anderson Associates for Improvement Project #20-07, New Public Works Facility.

Attachments

Resolution

Pay Request

Form Review

Inbox	Reviewed By	Date
Grant Riemer	Grant Riemer	12/02/2020 09:28 AM
Kurt Ulrich	Kurt Ulrich	12/03/2020 12:22 PM
Form Started By: MaryJo Warner		Started On: 12/02/2020 08:23 AM
Final Approval Date: 12/03/2020		

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #20-299

RESOLUTION AUTHORIZING PARTIAL PAYMENT #2 TO HAKANSON ANDERSON ASSOCIATES FOR THE NEW RAMSEY PUBLIC WORKS FACILITY, IMPROVEMENT PROJECT #20-07

WHEREAS, the City of Ramsey has planned for a new public works facility and added it to our Capital Improvement Plan in 2006; and

WHEREAS, the location of the new for the new public works facility was purchased in 2008 adjacent to the current facility and that purchase was finalized in 2013; and

WHEREAS, a third party architectural firm (BKV Group) was hired in 2015 to perform a space needs analysis to determine the size of facility needed to serve the public works departments needs for now and 30-50 years into the future.; and

WHEREAS, the old facility consists of three buildings and multiple off site storage locations, the new site will contain all public works functions and equipment at one centralized location; and

WHEREAS, on September 22nd, 2020 Ramsey City Council entered into a contract with Hakanson Anderson Associates to provide surveying services for the new Ramsey public works facility; and

WHEREAS, as of December 8th, 2020 $2,660.00 has been paid to date; and

WHEREAS, RJM Construction has inspected the completed work and recommends authorizing partial payment #2 to Hakanson Anderson Associates for Improvement Project #20-07, New Ramsey Public Works Facility, in the amount of $3,277.50.

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

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:

1) The City Council authorizes partial payment #2 to Hakanson Anderson Associates for Improvement Project #20-07, New Public Works Facility, in the amount of $3,277.50.

2) The City Council hereby authorizes the Mayor or City Administrator to sign the release from for payment.

3) That the total amount of this payment is not included in resolutions approving payment of bills for the date of December 8th, 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 thereof

and the following voted against the same:

and the following abstained:

and the following were absent:

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 8th day of December, 2020.

_____
Mayor

ATTEST:

_____
City Clerk

DocuSign Envelope ID: 42FFC03B-5D22-43CD-B492-F500B01BCB8E

100209 $3,277.50
9412.6520 W 202007

APPLICATION FOR PAYMENT

To: City of Ramsey
7550 Sunwood Drive NW
Ramsey, MN 55303

From: Hakanson Anderson Associates
3601 THURSTON AVE
STE 101
ANOKA, MN 55303

Contract For: 195200180-022105 - Survey

Project: City of Ramsey Public Works

Application No.: 2
Period To: 11/30/20
Application Date: 11/17/20
Project No.: 19520-0180
Contract Date: 09/23/20
Commitment: 195200180-022105

1. ORIGINAL CONTRACT AMOUNT		$22,160.00
2. NET CHANGE BY CHANGE ORDERS		$0.00
3. CONTRACT SUM TO DATE		$22,160.00
4. TOTAL COMPLETED AND STORED TO DATE (Column G)		$6,250.00
5. RETAINAGE		
5.00% of Completed Work (Columns D + E)	$312.50	
5.00% of Stored Materials (Columns F)	-	
Total Retainage (Line 5a + Line 5b OR Sum of Column I)		$312.50
6. TOTAL EARNED LESS RETAINAGE (Line 4 less Line 5 Total)		$5,937.50
7. LESS PRIOR CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)		$2,660.00 ✓
8. CURRENT PAYMENT DUE		$3,277.50 ✓
9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6)		$16,222.50

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months	$0.00	$0.00
Total approved this month	$0.00	$0.00
TOTALS	$0.00	$0.00
NET CHANGES by Change Orders		$0.00

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by ths Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR:

By: DocuSigned by: Brian Person Date: 11/24/2020

State Of: _____

County Of: _____

Subscribed and sworn to before me this _____ day of _____

Notary Public: _____

My commission expires: _____

ARCHITECTS CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on the on-site observations and the data compromising this application, the Architect certifies to the owner that to the best of the Architects knowledge, information and belief the Work under the Architect's Contract has progressed as indicated, the quality of Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED $3,277.50

(Attach explanation if amount certified differs from the amount applied for. Initial all figures on the Application for Payment and on the Continuation sheet that are changes to conform to the amount certified.)

ARCHITECT:

By: _____ Date: _____

The Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

Approved by GR
Date 12/1/20

CC Regular Session **5. 20.**

Meeting Date: 12/08/2020

Submitted For: Grant Riemer, Engineering/Public Works

By: MaryJo Warner, Engineering/Public Works

Information

Title

Adopt Resolution #20-300 Authorizing Partial Payment #2 to Northland Concrete and Masonry Company, LLC for Improvement Project 20-07 New Public Works

Purpose/Background:

Resolution and Pay Estimate #2 attached.

Funding Source:

Funding for this this item was budgeted as part of the public works building project.

Recommendation:

RJM Construction, our construction management consultant, has inspected the completed work and recommends approving partial payment #2 in the amount of $225,848.25 to Northland Concrete and Masonry Company, LLC for Improvement Project #20-07, New Public Works Facility.

Action:

Motion to adopt Resolution #20-300 authorizing partial payment #2 to Northland Concrete and Masonry Company, LLC for Improvement Project #20-07, New Public Works Facility.

Attachments

Resolution

Pay Request

Form Review

Inbox	Reviewed By	Date
Grant Riemer	Grant Riemer	12/02/2020 09:28 AM
Kurt Ulrich	Kurt Ulrich	12/03/2020 12:16 PM
Form Started By: MaryJo Warner		Started On: 12/02/2020 08:49 AM
Final Approval Date: 12/03/2020		

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #20-300

RESOLUTION AUTHORIZING PARTIAL PAYMENT #2 TO NORTHLAND CONCRETE AND MASONRY COMPANY, LLC FOR THE NEW RAMSEY PUBLIC WORKS FACILITY, IMPROVEMENT PROJECT #20-07

WHEREAS, the City of Ramsey has planned for a new public works facility and added it to our Capital Improvement Plan in 2006; and

WHEREAS, the location of the new for the new public works facility was purchased in 2008 adjacent to the current facility and that purchase was finalized in 2013; and

WHEREAS, a third party architectural firm (BKV Group) was hired in 2015 to perform a space needs analysis to determine the size of facility needed to serve the public works departments needs for now and 30-50 years into the future.; and

WHEREAS, the old facility consists of three buildings and multiple off site storage locations, the new site will contain all public works functions and equipment at one centralized location; and

WHEREAS, on September 22nd, 2020 Ramsey City Council entered into a contract with Northland Concrete and Masonry Company, LLC to provide foundation work for the new Ramsey public works facility; and

WHEREAS, as of December 8th, 2020 $133,000.00 has been paid to date; and

WHEREAS, RJM Construction, construction management consultant, has inspected the completed work and recommends authorizing partial payment #2 to Northland Concrete & Masonry Company, LLC for Improvement Project #20-07, New Ramsey Public Works Facility, in the amount of $225,848.25.

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

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:

1) The City Council authorizes partial payment #2 to Northland Concrete & Masonry Company, LLC for Improvement Project #20-07, New Public Works Facility, in the amount of $225,848.25.

2) The City Council hereby authorizes the Mayor or City Administrator to sign the release from for payment.

3) That the total amount of this payment is not included in resolutions approving payment of bills for the date of December 8th, 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 thereof

and the following voted against the same:

and the following abstained:

and the following were absent:

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 8th day of December, 2020.

Mayor

ATTEST:

City Clerk

DocuSign Envelope ID: 42FFC03B-5D22-43CD-B492-F500B01BCB8E

118035 $225,848.25
9412.6520 W202007

APPLICATION FOR PAYMENT

To: City of Ramsey
7550 Sunwood Drive NW
Ramsey, MN 55303

From: S & S Concrete & Masonry DBA Northland Concrete and Masonry Company, LLC
1125 Stagecoach Road
Shakopee, MN 55379

Contract For: 195200180-033005 - Concrete

Project: City of Ramsey Public Works

Application No.: 2
Period To: 11/30/20
Application Date: 11/19/20
Project No.: 19520-0180
Contract Date: 09/23/20
Commitment: 195200180-033005

1. ORIGINAL CONTRACT AMOUNT	$1,347,350.00
2. NET CHANGE BY CHANGE ORDERS	$0.00
3. CONTRACT SUM TO DATE	$1,347,350.00
4. TOTAL COMPLETED AND STORED TO DATE (Column G)	$377,735.00
5. RETAINAGE	
5.00% of Completed Work (Columns D + E)	$18,886.75
5.00% of Stored Materials (Columns F)	-
Total Retainage (Line 5a + Line 5b OR Sum of Column I)	$18,886.75
6. TOTAL EARNED LESS RETAINAGE (Line 4 less Line 5 Total)	$358,848.25
7. LESS PRIOR CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)	$133,000.00 ✓
8. CURRENT PAYMENT DUE	$225,848.25 ✓
9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6)	$988,501.75

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months	$0.00	$0.00
Total approved this month	$0.00	$0.00
TOTALS	$0.00	$0.00
NET CHANGES by Change Orders		$0.00

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by ths Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR:

By: Kristin Berg Date: 11/20/20

State Of: _____

County Of: _____

Subscribed and sworn to before me this _____ day of _____

Notary Public: _____

My commission expires: _____

ARCHITECTS CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on the on-site observations and the data compromising this application, the Architect certifies to the owner that to the best of the Architects knowledge, information and belief the Work under the Architect's Contract has progressed as indicated, the quality of Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED $225,848.25

(Attach explanation if amount certified differs from the amount applied for. Initial all figures on the Application for Payment and on the Continuation sheet that are changes to conform to the amount certified.)

ARCHITECT:

By: _____ Date: _____

The Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

Approved by _____

Date 12/1/20

CC Regular Session **5. 21.**

Meeting Date: 12/08/2020

Submitted For: Grant Riemer, Engineering/Public Works

By: MaryJo Warner, Engineering/Public Works

Information

Title

Adopt Resolution #20-301 Authorizing Partial Payment #2 to Minnesota Utilities & Excavating, LLC for Improvement Project 20-07 New Public Works Facility.

Purpose/Background:

Resolution and Pay Estimate #2 attached.

Funding Source:

Funding for this this item was budgeted as part of the public works building project.

Recommendation:

RJM Construction, our construction management consultant, has inspected the completed work and recommends approving partial payment #2 in the amount of $100,025.50 to Minnesota Utilities & Excavating, LLC for Improvement Project #20-07, New Public Works Facility.

Action:

Motion to adopt Resolution #20-301 authorizing partial payment #2 to Minnesota Utilities & Excavating, LLC for Improvement Project #20-07, New Public Works Facility.

Attachments

Resolution

Pay Request

Form Review

Inbox	Reviewed By	Date
Grant Riemer	Grant Riemer	12/02/2020 09:29 AM
Kurt Ulrich	Kurt Ulrich	12/03/2020 12:17 PM
Form Started By: MaryJo Warner		Started On: 12/02/2020 09:01 AM
Final Approval Date: 12/03/2020		

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #20-301

RESOLUTION AUTHORIZING PARTIAL PAYMENT #2 TO MINNESOTA UTILITIES & EXCAVATING, LLC FOR THE NEW RAMSEY PUBLIC WORKS FACILITY, IMPROVEMENT PROJECT #20-07

WHEREAS, the City of Ramsey has planned for a new public works facility and added it to our Capital Improvement Plan in 2006; and

WHEREAS, the location of the new for the new public works facility was purchased in 2008 adjacent to the current facility and that purchase was finalized in 2013; and

WHEREAS, a third party architectural firm (BKV Group) was hired in 2015 to perform a space needs analysis to determine the size of facility needed to serve the public works departments needs for now and 30-50 years into the future.; and

WHEREAS, the old facility consists of three buildings and multiple off site storage locations, the new site will contain all public works functions and equipment at one centralized location; and

WHEREAS, on September 22nd, 2020 Ramsey City Council entered into a contract with Minnesota Utilities & Excavating, LLC to provide excavating services for the new Ramsey public works facility; and

WHEREAS, as of December 8th, 2020 $119,530.90 has been paid to date; and

WHEREAS, RJM Construction has inspected the completed work and recommends authorizing partial payment #2 to Minnesota Utilities & Excavating, LLC for Improvement Project #20-07, New Ramsey Public Works Facility, in the amount of $100,025.50.

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

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:

1) The City Council authorizes partial payment #2 to Minnesota Utilities & Excavating, LLC for Improvement Project #20-07, New Public Works Facility, in the amount of $100,025.50.

2) The City Council hereby authorizes the Mayor or City Administrator to sign the release from for payment.

3) That the total amount of this payment is not included in resolutions approving payment of bills for the date of December 8th, 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 thereof

and the following voted against the same:

and the following abstained:

and the following were absent:

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 8th day of December, 2020.

Mayor

ATTEST:

City Clerk

DocuSign Envelope ID: 42FFC03B-5D22-43CD-B492-F500B01BCB8E

118036 $100,025.50
9412.6520 W202007

APPLICATION FOR PAYMENT

To: City of Ramsey
7550 Sunwood Drive NW
Ramsey, MN 55303

From: Minnesota Utilities & Excavating, LLC
13932 Lake Drive
Forest Lake, MN 55025

Contract For: 195200180-312205 - Earthwork

Project: City of Ramsey Public Works

Application No.: 2
Period To: 11/30/20
Application Date: 11/19/20
Project No.: 19520-0180
Contract Date: 09/23/20
Commitment: 195200180-312205

1. ORIGINAL CONTRACT AMOUNT		$648,988.00
2. NET CHANGE BY CHANGE ORDERS		$4,329.90
3. CONTRACT SUM TO DATE		$653,317.90
4. TOTAL COMPLETED AND STORED TO DATE (Column G)		$231,112.00
5. RETAINAGE		
5.00% of Completed Work (Columns D + E)	$11,555.60	
5.00% of Stored Materials (Columns F)	-	
Total Retainage (Line 5a + Line 5b OR Sum of Column I)		$11,555.60
6. TOTAL EARNED LESS RETAINAGE (Line 4 less Line 5 Total)		$219,556.40
7. LESS PRIOR CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)		$119,530.90
8. CURRENT PAYMENT DUE		$100,025.50
9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6)		$433,761.50

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months	$0.00	$0.00
Total approved this month	$4,329.90	$0.00
TOTALS	$4,329.90	$0.00
NET CHANGES by Change Orders		$4,329.90

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by ths Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR:

By: Jodi Russ Date: 11/19/20

State Of: _____

County Of: _____

Subscribed and sworn to before me this _____ day of _____

Notary Public: _____

My commission expires: _____

ARCHITECTS CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on the on-site observations and the data compromising this application, the Architect certifies to the owner that to the best of the Architects knowledge, information and belief the Work under the Architect's Contract has progressed as indicated, the quality of Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED $100,025.50

(Attach explanation if amount certified differs from the amount applied for. Initial all figures on the Application for Payment and on the Continuation sheet that are changes to conform to the amount certified.)

ARCHITECT:

By: _____ Date: _____

The Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

Approved by GR

Date 12/1/20

CC Regular Session **5. 22.**

Meeting Date: 12/08/2020

Submitted For: Grant Riemer, Engineering/Public Works

By: MaryJo Warner, Engineering/Public Works

Information

Title

Adopt Resolution #20-302 Authorizing Partial Payment #1 to Herzog Coatings for Improvement Project 20-07 New Public Works Facility.

Purpose/Background:

Resolution and Pay Estimate #1 attached.

Funding Source:

Funding for this this item was budgeted as part of the public works building project.

Recommendation:

RJM Construction, our construction management consultant, has inspected the completed work and recommends approving partial payment #1 in the amount of $4,750.00 to Herzog Coatings for Improvement Project #20-07, New Public Works Facility.

Action:

Motion to adopt Resolution #20-302 authorizing partial payment #1 to Herzog Coatings for Improvement Project #20-07, New Public Works Facility.

Attachments

Resolution

Pay Request

Form Review

Inbox	Reviewed By	Date
Grant Riemer	Grant Riemer	12/02/2020 10:21 AM
Kurt Ulrich	Kurt Ulrich	12/03/2020 12:17 PM
Form Started By: MaryJo Warner		Started On: 12/02/2020 09:45 AM
Final Approval Date: 12/03/2020		

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #20-302

RESOLUTION AUTHORIZING PARTIAL PAYMENT #1 TO HERZOG COATINGS FOR THE NEW RAMSEY PUBLIC WORKS FACILITY, IMPROVEMENT PROJECT #20-07

WHEREAS, the City of Ramsey has planned for a new public works facility and added it to our Capital Improvement Plan in 2006; and

WHEREAS, the location of the new for the new public works facility was purchased in 2008 adjacent to the current facility and that purchase was finalized in 2013; and

WHEREAS, a third party architectural firm (BKV Group) was hired in 2015 to perform a space needs analysis to determine the size of facility needed to serve the public works departments needs for now and 30-50 years into the future.; and

WHEREAS, the old facility consists of three buildings and multiple off site storage locations, the new site will contain all public works functions and equipment at one centralized location; and

WHEREAS, on September 22nd, 2020 Ramsey City Council entered into a contract with Herzog Coatings to provide waterproofing/weatherproofing services for the new Ramsey public works facility; and

WHEREAS, as of December 8th, 2020 $0 has been paid to date; and

WHEREAS, RJM Construction has inspected the completed work and recommends authorizing partial payment #1 to Herzog Coatings for Improvement Project #20-07, New Ramsey Public Works Facility, in the amount of $4,750.00.

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

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:

1) The City Council authorizes partial payment #1 to Herzog Coatings for Improvement Project #20-07, New Public Works Facility, in the amount of $4,750.00.

2) The City Council hereby authorizes the Mayor or City Administrator to sign the release from for payment.

3) That the total amount of this payment is not included in resolutions approving payment of bills for the date of December 8th, 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 thereof

and the following voted against the same:

and the following abstained:

and the following were absent:

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 8th day of December, 2020.

_____
Mayor

ATTEST:

_____
City Clerk

DocuSign Envelope ID: 42FFC03B-5D22-43CD-B492-F500B01BCB8E

118077 $ 94126520 W202007

APPLICATION FOR PAYMENT

To: City of Ramsey
7550 Sunwood Drive NW
Ramsey, MN 55303

From: Herzog Coatings
2014 W Alcott Ave
Fergus Falls, MN 56537

Contract For: 195200180-071005 - Waterproofing

Project: City of Ramsey Public Works

Application No.: 1
Period To: 11/30/20
Application Date: 11/24/20
Project No.: 19520-0180
Contract Date: 09/23/20
Commitment: 195200180-071005

1. ORIGINAL CONTRACT AMOUNT	$44,000.00
2. NET CHANGE BY CHANGE ORDERS	$0.00
3. CONTRACT SUM TO DATE	$44,000.00
4. TOTAL COMPLETED AND STORED TO DATE (Column G)	$5,000.00
5. RETAINAGE	
5.00% of Completed Work (Columns D + E)	$250.00
5.00% of Stored Materials (Columns F)	-
Total Retainage (Line 5a + Line 5b OR Sum of Column I)	$250.00
6. TOTAL EARNED LESS RETAINAGE (Line 4 less Line 5 Total)	$4,750.00
7. LESS PRIOR CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)	$0.00 ✓
8. CURRENT PAYMENT DUE	$4,750.00 ✓
9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6)	$39,250.00

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months	$0.00	$0.00
Total approved this month	$0.00	$0.00
TOTALS	$0.00	$0.00
NET CHANGES by Change Orders		$0.00

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by ths Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR:

By: Stephanie Jensen Date: 11/24/20

State Of: _____

County Of: _____

Subscribed and sworn to before me this _____ day of _____

Notary Public: _____

My commission expires: _____

ARCHITECTS CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on the on-site observations and the data compromising this application, the Architect certifies to the owner that to the best of the Architects knowledge, information and belief the Work under the Architect's Contract has progressed as indicated, the quality of Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED $4,750.00 ✓

(Attach explanation if amount certi fieddiffe rsf romthe amount ap plie d for. I riti al figu res on the Application for Payment and on the Continuation sheet that are changes to conform to the amount certified.)

ARCHITECT:

By: _____ Date: _____

The Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

Approved by GR

Date 12/1/20

CC Regular Session **5. 23.**

Meeting Date: 12/08/2020

Submitted For: Grant Riemer, Engineering/Public Works

By: MaryJo Warner, Engineering/Public Works

Information

Title

Adopt Resolution #20-303 Authorizing Partial Payment #1 to Thornberg Steel for Improvement Project 20-07 New Public Works Facility

Purpose/Background:

Resolution and Pay Estimate #1 attached.

Funding Source:

Funding for this this item was budgeted as part of the public works building project.

Recommendation:

RJM Construction, our construction management consultant, has inspected the completed work and recommends approving partial payment #1 in the amount of $232,750.00 to Thornberg Steel for Improvement Project #20-07, New Public Works Facility.

Action:

Motion to adopt Resolution #20-303 authorizing partial payment #1 to Thornberg Steel for Improvement Project #20-07, New Public Works Facility.

Attachments

Resolution

Pay Request

Form Review

Inbox	Reviewed By	Date
Grant Riemer	Grant Riemer	12/02/2020 01:20 PM
Kurt Ulrich	Kurt Ulrich	12/03/2020 12:17 PM
Form Started By: MaryJo Warner		Started On: 12/02/2020 10:40 AM
Final Approval Date: 12/03/2020		

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #20-303

RESOLUTION AUTHORIZING PARTIAL PAYMENT #1 TO THORNBERG STEEL FOR THE NEW RAMSEY PUBLIC WORKS FACILITY, IMPROVEMENT PROJECT #20-07

WHEREAS, the City of Ramsey has planned for a new public works facility and added it to our Capital Improvement Plan in 2006; and

WHEREAS, the location of the new for the new public works facility was purchased in 2008 adjacent to the current facility and that purchase was finalized in 2013; and

WHEREAS, a third party architectural firm (BKV Group) was hired in 2015 to perform a space needs analysis to determine the size of facility needed to serve the public works departments needs for now and 30-50 years into the future.; and

WHEREAS, the old facility consists of three buildings and multiple off site storage locations, the new site will contain all public works functions and equipment at one centralized location; and

WHEREAS, on September 22nd, 2020 Ramsey City Council entered into a contract with Thornberg Steel to provide structural steel services for the new Ramsey public works facility; and

WHEREAS, as of December 8th, 2020 $0 has been paid to date; and

WHEREAS, RJM Construction has inspected the completed work and recommends authorizing partial payment #1 to Thornberg Steel for Improvement Project #20-07, New Ramsey Public Works Facility, in the amount of $232,750.00.

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

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:

1) The City Council authorizes partial payment #1 to Thornberg Steel for Improvement Project #20-07, New Public Works Facility, in the amount of $232,750.00.

2) The City Council hereby authorizes the Mayor or City Administrator to sign the release from for payment.

3) That the total amount of this payment is not included in resolutions approving payment of bills for the date of December 8th, 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 thereof

and the following voted against the same:

and the following abstained:

and the following were absent:

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 8th day of December, 2020.

_____
Mayor

ATTEST:

_____
City Clerk

DocuSign Envelope ID: 42FFC03B-5D22-43CD-B492-F500B01BCB8E

#118076 $
9412.6520 W202007

APPLICATION FOR PAYMENT

To: City of Ramsey
7550 Sunwood Drive NW
Ramsey, MN 55303

From: Thornberg Steel
23604 University Ave NW
Bethel, MN 55005

Contract For: 195200180-051205 - Structural Steel

Project: City of Ramsey Public Works

Application No.: 1
Period To: 11/25/20
Application Date: 11/25/20
Project No.: 19520-0180
Contract Date: 09/23/20
Commitment: 195200180-051205

1. ORIGINAL CONTRACT AMOUNT		$818,161.00
2. NET CHANGE BY CHANGE ORDERS		$0.00
3. CONTRACT SUM TO DATE		$818,161.00
4. TOTAL COMPLETED AND STORED TO DATE (Column G)		$245,000.00
5. RETAINAGE		
5.00% of Completed Work (Columns D + E)	$12,250.00	
5.00% of Stored Materials (Columns F)	-	
Total Retainage (Line 5a + Line 5b OR Sum of Column I)		$12,250.00
6. TOTAL EARNED LESS RETAINAGE (Line 4 less Line 5 Total)		$232,750.00
7. LESS PRIOR CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)		$0.00
8. CURRENT PAYMENT DUE		$232,750.00
9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6)		$585,411.00

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months	$0.00	$0.00
Total approved this month	$0.00	$0.00
TOTALS	$0.00	$0.00
NET CHANGES by Change Orders		$0.00

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by ths Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR:

By: DocuSigned by: Terry Thornberg Date: 11/25/2020

State Of: _____

County Of: _____

Subscribed and sworn to before me this _____ day of _____

Notary Public: _____

My commission expires: _____

ARCHITECTS CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on the on-site observations and the data compromising this application, the Architect certifies to the owner that to the best of the Architects knowledge, information and belief the Work under the Architect's Contract has progressed as indicated, the quality of Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED $232,750.00

(Attach explanation if amount certified differs from the amount applied for. Initial all figures on the Application for Payment and on the Continuation sheet that are changes to conform to the amount certified.)

ARCHITECT:

By: _____ Date: _____

The Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

Approved by GA
Date 12/1/20

CC Regular Session **5. 24.**

Meeting Date: 12/08/2020

Submitted For: Grant Riemer, Engineering/Public Works

By: MaryJo Warner, Engineering/Public Works

Information

Title

Adopt Resolution #20-304 Authorizing Partial Payment #2 to Thornberg Steel for Improvement Project 20-07 New Public Works Facility

Purpose/Background:

Resolution and Pay Estimate #2 attached.

Funding Source:

Funding for this this item was budgeted as part of the public works building project.

Recommendation:

RJM Construction, our construction management consultant, has inspected the completed work and recommends approving partial payment #2 in the amount of $105,147.90 to Thornberg Steel for Improvement Project #20-07, New Public Works Facility.

Action:

Motion to adopt Resolution #20-304 authorizing partial payment #2 to Thornberg Steel for Improvement Project #20-07, New Public Works Facility.

Attachments

Resolution

Pay Request

Form Review

Inbox	Reviewed By	Date
Grant Riemer	Grant Riemer	12/02/2020 01:20 PM
Kurt Ulrich	Kurt Ulrich	12/03/2020 12:18 PM
Form Started By: MaryJo Warner		Started On: 12/02/2020 11:20 AM
Final Approval Date: 12/03/2020		

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #20-304

RESOLUTION AUTHORIZING PARTIAL PAYMENT #2 TO THORNBERG STEEL FOR THE NEW RAMSEY PUBLIC WORKS FACILITY, IMPROVEMENT PROJECT #20-07

WHEREAS, the City of Ramsey has planned for a new public works facility and added it to our Capital Improvement Plan in 2006; and

WHEREAS, the location of the new for the new public works facility was purchased in 2008 adjacent to the current facility and that purchase was finalized in 2013; and

WHEREAS, a third party architectural firm (BKV Group) was hired in 2015 to perform a space needs analysis to determine the size of facility needed to serve the public works departments needs for now and 30-50 years into the future.; and

WHEREAS, the old facility consists of three buildings and multiple off site storage locations, the new site will contain all public works functions and equipment at one centralized location; and

WHEREAS, on September 22nd, 2020 Ramsey City Council entered into a contract with Thornberg Steel to provide structural steel services for the new Ramsey public works facility; and

WHEREAS, as of December 8th, 2020 $232,750.00 has been paid to date; and

WHEREAS, RJM Construction has inspected the completed work and recommends authorizing partial payment #2 to Thornberg Steel for Improvement Project #20-07, New Ramsey Public Works Facility, in the amount of $105,147.90.

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

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:

1) The City Council authorizes partial payment #2 to Thornberg Steel for Improvement Project #20-07, New Public Works Facility, in the amount of $105,147.90.

2) The City Council hereby authorizes the Mayor or City Administrator to sign the release from for payment.

3) That the total amount of this payment is not included in resolutions approving payment of bills for the date of December 8th, 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 thereof

and the following voted against the same:

and the following abstained:

and the following were absent:

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 8th day of December, 2020.

_____
Mayor

ATTEST:

_____
City Clerk

DocuSign Envelope ID: 42FFC03B-5D22-43CD-B492-F500B01BCB8E

#118076 $105,147.90
9412.6520 W202007

APPLICATION FOR PAYMENT

To: City of Ramsey
7550 Sunwood Drive NW
Ramsey, MN 55303

From: Thornberg Steel
23604 University Ave NW
Bethel, MN 55005

Contract For: 195200180-051205 - Structural Steel

Project: City of Ramsey Public Works

Application No.: 2
Period To: 11/25/20
Application Date: 11/25/20
Project No.: 19520-0180
Contract Date: 09/23/20
Commitment: 195200180-051205

1. ORIGINAL CONTRACT AMOUNT		$818,161.00
2. NET CHANGE BY CHANGE ORDERS		$0.00
3. CONTRACT SUM TO DATE		$818,161.00
4. TOTAL COMPLETED AND STORED TO DATE (Column G)		$355,682.00
5. RETAINAGE		
5.00% of Completed Work (Columns D + E)	$17,784.10	
5.00% of Stored Materials (Columns F)	-	
Total Retainage (Line 5a + Line 5b OR Sum of Column I)		$17,784.10
6. TOTAL EARNED LESS RETAINAGE (Line 4 less Line 5 Total)		$337,897.90
7. LESS PRIOR CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)		$232,750.00
8. CURRENT PAYMENT DUE		$105,147.90
9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6)		$480,263.10

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months	$0.00	$0.00
Total approved this month	$0.00	$0.00
TOTALS	$0.00	$0.00
NET CHANGES by Change Orders		$0.00

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by ths Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR:

By: DocuSigned by: Tim Thornberg Date: 11/25/2020

State Of: _____

County Of: _____

Subscribed and sworn to before me this _____ day of _____

Notary Public: _____

My commission expires: _____

ARCHITECTS CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on the on-site observations and the data compromising this application, the Architect certifies to the owner that to the best of the Architects knowledge, information and belief the Work under the Architect's Contract has progressed as indicated, the quality of Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED $105,147.90

(Attach explanation if amount certified differs from the amount applied for. Initial all figures on the Application for Payment and on the Continuation sheet that are changes to conform to the amount certified.)

ARCHITECT:

By: _____ Date: _____

The Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

Approved by CR
Date 12/1/20

CC Regular Session **5. 25.**

Meeting Date: 12/08/2020

Submitted For: Grant Riemer, Engineering/Public Works

By: MaryJo Warner, Engineering/Public Works

Information

Title

Adopt Resolution #20-305 Authorizing Partial Payment #1 to Jacon LLC for Improvement Project 20-07 New Public Works Facility

Purpose/Background:

Resolution and Pay Estimate #1 attached.

Funding Source:

Funding for this this item was budgeted as part of the public works building project.

Recommendation:

RJM Construction, our construction management consultant, has inspected the completed work and recommends approving partial payment #1 in the amount of $392,734.75 to Jacon LLC for Improvement Project #20-07, New Public Works Facility.

Action:

Motion to adopt Resolution #20-305 authorizing partial payment #1 to Jacon LLC for Improvement Project #20-07, New Public Works Facility.

Attachments

Resolution

Pay Request

Form Review

Inbox	Reviewed By	Date
Grant Riemer	Grant Riemer	12/02/2020 01:20 PM
Kurt Ulrich	Kurt Ulrich	12/03/2020 12:20 PM
Form Started By: MaryJo Warner		Started On: 12/02/2020 12:49 PM
Final Approval Date: 12/03/2020		

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #20-305

RESOLUTION AUTHORIZING PARTIAL PAYMENT #1 TO JACON LLC FOR THE NEW RAMSEY PUBLIC WORKS FACILITY, IMPROVEMENT PROJECT #20-07

WHEREAS, the City of Ramsey has planned for a new public works facility and added it to our Capital Improvement Plan in 2006; and

WHEREAS, the location of the new for the new public works facility was purchased in 2008 adjacent to the current facility and that purchase was finalized in 2013; and

WHEREAS, a third party architectural firm (BKV Group) was hired in 2015 to perform a space needs analysis to determine the size of facility needed to serve the public works departments needs for now and 30-50 years into the future.; and

WHEREAS, the old facility consists of three buildings and multiple off site storage locations, the new site will contain all public works functions and equipment at one centralized location; and

WHEREAS, on September 22nd, 2020 Ramsey City Council entered into a contract with Jacon LLC to provide utilities services for the new Ramsey public works facility; and

WHEREAS, as of December 8th, 2020 $0 has been paid to date; and

WHEREAS, RJM Construction has inspected the completed work and recommends authorizing partial payment #1 to Jacon LLC Improvement Project #20-07, New Ramsey Public Works Facility, in the amount of $392,734.75.

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

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:

1) The City Council authorizes partial payment #1 to Jacon LLC for Improvement Project #20-07, New Public Works Facility, in the amount of $392,734.75.

2) The City Council hereby authorizes the Mayor or City Administrator to sign the release from for payment.

3) That the total amount of this payment is not included in resolutions approving payment of bills for the date of December 8th, 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 thereof

and the following voted against the same:

and the following abstained:

and the following were absent:

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 8th day of December, 2020.

_____
Mayor

ATTEST:

_____
City Clerk

DocuSign Envelope ID: 42FFC03B-5D22-43CD-B492-F500B01BCB8E

118075 $392,734.75
9412.6520 W202007

APPLICATION FOR PAYMENT

To: City of Ramsey
7550 Sunwood Drive NW
Ramsey, MN 55303

From: Jacon LLC
3900 Labore Road
Vadnais Heights, MN 55110

Contract For: 195200180-330105 - Site Utilities

Project: City of Ramsey Public Works

Application No.: 1
Period To: 11/30/20
Application Date: 11/24/20
Project No.: 19520-0180
Contract Date: 09/23/20
Commitment: 195200180-330105

1. ORIGINAL CONTRACT AMOUNT		$500,309.00
2. NET CHANGE BY CHANGE ORDERS		($25,163.00)
3. CONTRACT SUM TO DATE		$475,146.00
4. TOTAL COMPLETED AND STORED TO DATE (Column G)		$413,405.00
5. RETAINAGE		
5.00% of Completed Work (Columns D + E)	$20,670.25	
5.00% of Stored Materials (Columns F)	-	
Total Retainage (Line 5a + Line 5b OR Sum of Column I)		$20,670.25
6. TOTAL EARNED LESS RETAINAGE (Line 4 less Line 5 Total)		$392,734.75
7. LESS PRIOR CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)		$0.00
8. CURRENT PAYMENT DUE		$392,734.75
9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6)		$82,411.25

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months	$0.00	$0.00
Total approved this month	$0.00	$25,163.00
TOTALS	$0.00	$25,163.00
NET CHANGES by Change Orders		($25,163.00)

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by ths Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR:

By: Sarah Jensen Date: 11/24/20

State Of: _____

County Of: _____

Subscribed and sworn to before me this _____ day of _____

Notary Public: _____

My commission expires: _____

ARCHITECTS CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on the on-site observations and the data compromising this application, the Architect certifies to the owner that to the best of the Architects knowledge, information and belief the Work under the Architect's Contract has progressed as indicated, the quality of Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED $392,734.75

(Attach explanation if amount certified differs from the amount applied for. Initial all figures on the Application for Payment and on the Continuation sheet that are changes to conform to the amount certified.)

ARCHITECT:

By: _____ Date: _____

The Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

Approved by _____

Date 12/1/20

CC Regular Session **5. 26.**

Meeting Date: 12/08/2020

Submitted For: Grant Riemer, Engineering/Public Works

By: MaryJo Warner, Engineering/Public Works

Information

Title

Adopt Resolution #20-306 Authorizing Partial Payment #3 to RJM Construction for Improvement Project 20-07 New Public Works Facility

Purpose/Background:

Resolution and Pay Estimate #3 attached.

Funding Source:

Funding for this this item was budgeted as part of the public works building project.

Recommendation:

The Public Works Superintendent has inspected the completed work and recommends approving partial payment #3 in the amount of $255,770.69 to RJM Construction for Improvement Project #20-07, New Public Works Facility.

Action:

Motion to adopt Resolution #20-306 authorizing partial payment #3 to RJM Construction for Improvement Project #20-07, New Public Works Facility.

Attachments

Resolution

Pay Request

Form Review

Inbox	Reviewed By	Date
Grant Riemer	Grant Riemer	12/03/2020 07:31 AM
Kurt Ulrich	Kurt Ulrich	12/03/2020 12:20 PM
Form Started By: MaryJo Warner		Started On: 12/02/2020 01:00 PM
Final Approval Date: 12/03/2020		

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #20-306

RESOLUTION AUTHORIZING PARTIAL PAYMENT #3 TO RJM CONSTRUCTION FOR THE NEW RAMSEY PUBLIC WORKS FACILITY, IMPROVEMENT PROJECT #20-07

WHEREAS, the City of Ramsey has planned for a new public works facility and added it to our Capital Improvement Plan in 2006; and

WHEREAS, the location of the new for the new public works facility was purchased in 2008 adjacent to the current facility and that purchase was finalized in 2013; and

WHEREAS, a third party architectural firm (BKV Group) was hired in 2015 to perform a space needs analysis to determine the size of facility needed to serve the public works departments needs for now and 30-50 years into the future.; and

WHEREAS, the old facility consists of three buildings and multiple off site storage locations, the new site will contain all public works functions and equipment at one centralized location; and

WHEREAS, on September 10th 2019 Ramsey City Council entered into a contract with RJM Construction to provide construction management services for the new Ramsey public works facility; and

WHEREAS, as of December 8th, 2020 $132,848.02 has been paid to date; and

WHEREAS, the Public Works Superintendent has inspected the completed work and recommends authorizing partial payment #3 to RJM Construction for Improvement Project #20-07, New Ramsey Public Works Facility, in the amount of $255,770.69.

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

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:

1) The City Council authorizes partial payment #3 to RJM Construction for Improvement Project #20-07, New Public Works Facility, in the amount of $255,770.69.

2) The City Council hereby authorizes the Mayor or City Administrator to sign the release from for payment.

3) That the total amount of this payment is not included in resolutions approving payment of bills for the date of December 8, 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 thereof

and the following voted against the same:

and the following abstained:

and the following were absent:

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 8th day of December, 2020.

_____
Mayor

ATTEST:

_____
City Clerk

DocuSign Envelope ID: 42FFC03B-5D22-43CD-B492-F500B01BCB8E

117956 $255,770.69
9412.6520 W202007

CONSTRUCTION

Please Remit Payment to: RJM Construction, LLC
830 Boone Ave North
Golden Valley, MN 55427

APPLICATION AND CERTIFICATE FOR PAYMENT

To Owner: City of Ramsey
7550 Sunwood Drive NW
Ramsey, MN 55303

Project: 19520-0180 City of Ramsey Public Works
14100 Jasper Street NW
Ramsey, MN 55303

Architect:

Invoice #: 9520018003
Application No.: 3
Application Date: 11/30/2020
Period From: 11/1/2020
To: 11/30/2020

Distribution to :
☐ Owner
☐ Architect
☐ Contractor

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract.
Continuation Sheet is attached.

1. Original Contract Sum				$1,631,924.00
2. Net Change By Change Order				$0.00
3. Contract Sum To Date				$1,631,924.00
4. Total Completed and Stored To Date				$409,072.32
5. Retainage:				
a.	5.00%	of Completed Work	$20,453.61	
b.	0.00%	of Stored Material	$0.00	
Total Retainage				$20,453.61
6. Total Earned Less Retainage				$388,618.71
7. Less Previous Certificates For Payments				$132,848.02
8. Current Payment Due				$255,770.69
9. Balance To Finish, Plus Retainage				$1,243,305.29

CHANGE ORDER SUMMARY	Additions	Deductions
Total changes approved in previous months by Owner	$0.00	$0.00
Total Approved this Month	$0.00	$0.00
TOTALS	$0.00	$0.00
Net Changes By Change Order	**$0.00**	

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information, and belief, the work covered by this Application for Payment has been completed in accordance with the Contract Documents. That all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR: **RJM Construction LLC**

By: DocuSigned by: Curtis Sell Date: 12/1/2020

State of:
Subscribed and sworn to before me this
Notary Public:
My Commission expires:

County of:
day of

In accordance with the Contract Documents, based on on-site observations and the data comprising the above application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information, and belief, the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

ARCHITECT'S CERTIFICATE FOR PAYMENT

AMOUNT CERTIFIED **$ 255,770.69**

(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform with the amount certified.)

ARCHITECT:

By: _____ Date: _____

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment, and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

Approved by _____
Date 12/1/20

CC Regular Session **5. 27.**

Meeting Date: 12/08/2020

By: Bruce Westby, Engineering/Public Works

Information

Title

Adopt Resolution #20-308 Authorizing Local Road Improvement Program Grant Application for Riverdale Drive Extension - Llama Street to Bowers Drive, Improvement Project #20-05

Purpose/Background:

Purpose:

The purpose of this case is to adopt Resolution #20-308 authorizing a Local Road Improvement Program (LRIP) grant application up to the maximum amount of $1,125,000 to fund a portion of eligible construction costs to extend Riverdale Drive between Llama Street and Bowers Drive, and authorizing Staff to retain Bolton and Menk, Inc. in an amount not-to-exceed $3,600 to prepare and submit the LRIP grant application.

Background:

In September of 2014, the Cities of Ramsey and Anoka, in partnership with the Minnesota Department of Transportation (MnDOT), the Anoka County Highway Department, and the Metropolitan Council, completed the Highway 10 Access Planning Study. This Study included an Implementation Plan that identified 21 proposed improvement projects along the Highway 10 corridor through Anoka and Ramsey. Each of the identified projects were prioritized in the implementation plan as immediate, short-term, mid-term, or opportunity/ development/safety driven projects.

On October 28, 2014, the Ramsey City Council adopted the Highway 10 Access Planning Study, thereby supporting the mutual goals and objectives of the various agencies to improving the operations and safety of Highway 10 in balance with local community values. Included in the Highway 10 Access Planning Study implementation plan is project #1-1-5, which calls for Riverdale Drive to be extended between Llama Street and Bowers Drive, south of U.S. Highway 10/169, to support future development in the immediate area.

Two new developments are now proposed in the area generally east of Bowers Drive and south of U.S. Highway 10/169. Capstone Homes proposes to begin construction in 2021 on a new residential development called Riverstone South. A new commercial development is also being proposed in the same area, though the construction schedule of this development is currently unknown. Both developments require Riverdale Drive to be extended between Llama Street and Bowers Drive to provide a safe access route with sufficient capacity to serve the new developments. This extension of Riverdale Drive will also serve the existing residential properties along Bowers Drive.

Both developers preliminarily agreed to share in the improvement costs as outlined in attached Resolution #20-065, approved March 24, 2020. As shown, the preliminary funding program included $710,000 in Minnesota Department of Transportation (MnDOT) grant funds. On June 6, 2020, Council adopted attached Resolution #20-125 authorizing a Local Partnership Program (LPP) grant application in the maximum allowable amount of $710,000 to fund this portion of the project costs. The application was submitted but the project was not awarded any of the requested LPP grant funds.

On December 2, 2020, Staff received a solicitation for another MnDOT grant program that this project is eligible to receive grant funding from, which is the Local Road Improvement Program (LRIP). This program provides funding for cities to construct, reconstruct or recondition local city streets that have statewide or regional significance. LRIP has a maximum award amount of $1,125,000 to fund capital construction costs for eligible projects but not for

engineering, right of way, or other non-construction related costs.

The proposed Riverdale Drive improvement project meets the following nine required criteria and is therefore eligible to be selected for LRIP funding.

1. Eligibility. The project must be a local road construction, reconstruction, or reconditioning project under one of the three accounts established in the LRIP.
2. Operations and Safety. Address a transportation deficiency and/or improve safety on local roads.
3. Regionally Significant. Demonstrate the regional significance of the route by being classified as a minor collector or higher unless it meets one of the following criteria; a) identified in a regional plan as a farm-market artery, b) part of a 10-ton route system, c) part of an economic development plan, d) serves as a regional tourist destination, e) provides capacity or congestion relief to a parallel trunk highway or county road, and f) is a connection to the regional system, trunk highway, or a county road.
4. Be supported by council and other local agencies impacted by the project.
5. Consider availability of other funding sources.
6. Be non-controversial. Projects should have minimum problems or issues that could delay the letting and construction such as right of way acquisition, railroad, and historical impacts.
7. Expected useful life. Include permanent elements of the roadway corridor and have a minimum expected life of the project of 10 years.
8. High Impact. Provide letters of support from other local agencies or public/private parties impacted by the improvement.
9. Projects would be anticipated for construction letting in years 2021 – 2023.

A copy of the solicitation letter for the LRIP grant is attached and includes more detailed information.

The tentative LRIP grant award schedule is as follows;

- October 21, 2020 - Governor signed bonding bill into law
- November 18, 2020 - LRIP Advisory Committee meeting #1 conducted
- December 2, 2020 - Released LRIP solicitation
- March 3, 2021 - Applications due
- Late April, 2021- LRIP Advisory Committee meeting #2 to award project funding
- May, 2021 - Announce project awards

Letters of support will be requested from MnDOT and Anoka County for submittal with the application package.

Notification:

Notifications are not required for this case.

Observations/Alternatives:

Observations:

Trunk utility construction will also be needed to serve the new developments since they are within the Municipal Urban Services Area (MUSA). These trunk utilities are proposed to be constructed as part of the Riverdale Drive Improvements and will be paid for using Sewer and Water Funds. Both developers will be required to contribute to the cost of these trunk utilities at the time of development through trunk utility fees, which will require future Council approval.

Alternatives:

Adopt Resolution #20-308 authorizing a Local Road Improvement Program (LRIP) grant application up to the maximum amount of $1,125,000 to fund a portion of eligible construction costs to extend Riverdale Drive between Llama Street and Bowers Drive, and authorizing Staff to retain Bolton and Menk, Inc. in an amount not-to-exceed $3,600 to prepare and submit the LRIP grant application.

Funding Source:

The previous LPP grant application prepared by Bolton & Menk, Inc. for the proposed improvements included estimated construction costs of $2.722 million and estimated project costs of $3,618,000. Eligible roadway, trail and storm sewer construction costs were estimated at $1,675,000. Staff therefore anticipates requesting the maximum grant amount of $1,125,000 since LRIP funds may be requested for the full construction cost of a project, up the maximum amount. While LRIP funding does not require a local match, as noted above the application must consider the availability of other funding sources.

Bolton and Menk, Inc. previously prepared and submitted the LPP grant application at a not-to-exceed fee of $9,500. Many of the materials produced by Bolton & Menk to prepare the LPP application can be used in the LRIP grant application package so the attached proposal includes a not-to-exceed fee of $3,600. Grant application costs are included in the indirect project costs and can be shared among the project funding partners.

Final cost splits have yet to be approved by the funding partners, which includes the City and will therefore require future Council approval.

If awarded, LRIP grant funds will be issued to the City to reimburse construction costs as work tasks are completed. The City would therefore need to pay construction costs as work is completed and the contractor requests payment per the terms of the contract, which is typically monthly, then the City can request reimbursement from MnDOT for all costs associated with completed work.

Recommendation:

Staff recommends adopting Resolution #20-308 authorizing a Local Road Improvement Program (LRIP) grant application up to the maximum amount of $1,125,000 to fund a portion of eligible construction costs to extend Riverdale Drive between Llama Street and Bowers Drive, and authorizing Staff to retain Bolton and Menk, Inc. in an amount not-to-exceed $3,600 to prepare and submit the LRIP grant application.

Action:

Adopt Resolution #20-308 authorizing a Local Road Improvement Program (LRIP) grant application up to the maximum amount of $1,125,000 to fund a portion of eligible construction costs to extend Riverdale Drive between Llama Street and Bowers Drive, and authorizing Staff to retain Bolton and Menk, Inc. in an amount not-to-exceed $3,600 to prepare and submit the LRIP grant application.

Attachments

PREVIOIUSLY APPROVED: Resolution 20-065
PREVIOIUSLY APPROVED: Resolution 20-125
LRIP Solicitation
BMI Proposal
REQUESTED ACTION: Resolution 20-308

Form Review

Inbox	Reviewed By	Date
Tim Gladhill	Tim Gladhill	12/03/2020 09:06 AM
Kurt Ulrich	Kurt Ulrich	12/03/2020 12:11 PM
Form Started By: Bruce Westby		Started On: 12/02/2020 02:09 PM
Final Approval Date: 12/03/2020		

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

RESOLUTION #20-065

RESOLUTION APPROVING PRELIMINARY COST SHARE FRAMEWORK FOR RIVERDALE DRIVE EXTENSION

WHEREAS, the City has received a conceptual land use plan from Capstone Homes for an area generally south of Highway 10 and east of Bowers Drive; and

WHEREAS, the anticipated development listed above has created the need to increase capacity and improve safety on Riverdale Drive; and

WHEREAS, the City acknowledges the role of Puma Street as a Collector Road serving multiple residential neighborhoods and business districts, which has also been noted in Anoka County and MnDOT's 2014 Highway 10 Access Planning Study; and

WHEREAS, the City desires to establish a fair and equitable cost share model for the reconstruction of Riverdale Drive that balances the City's contribution to the Collector Road while also acknowledging the impact created by new development.

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 Preliminary Cost Share Framework for Riverdale Drive as outlined Exhibit A attached hereto.

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

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

and the following voted against the same:

None

and the following abstained:

None

and the following were absent:

None

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 24th day of March, 2020.

Mayor

ATTEST:

City Clerk

Exhibit A
Preliminary Cost Share Framework

Riverdale Drive Development Initiated Expansion and Safety Improvement Project
Scenario 4d: Time Sensitive (2020 Approval) Scenario w/Public Works Committee Recommendation

Total Project Costs		
Anoka County Parcel	$	639,750
Pearson Properties Parcel	$	1,066,250
Total Project Costs	$	1,706,000

Pearson Properties Parcel	
Pro-Rata Frontage Costs	$1,066,250.00
Potential Funding Sources	
MnDOT LPP Grant Allocation	$188,000.00
Municipal Contribution to Collector Road	$200,000.00
Assessment Amount	**$678,250.00**

Preliminary Assessment Roll			
Property/Party		**Percentage**	**Assessment Amount**
Capstone/Riverstone South		50.00%	$339,125.00
Pearson/Commercial/Industrial		50.00%	$339,125.00
Total		**100.00%**	**$678,250.00**

Anoka County Parcel	
Roadway Costs	$639,750.00
MnDOT LPP Allocation	$522,000.00
Unallocated Public Contribution	$117,750.00

To be split evenly between City, Pearson, Capstone per PWC

Total Contribution by Party: Cost Share with Pearson and Capstone						
	Pearson Frontage		Anoka County Frontage		Total	
Property/Party	**Amount**	**Percentage**	**Amount**	**Percentage**	**Amount**	**Percentage**
City/Public Dollars	$388,000	36.39%	$39,250	33.3%	$427,250	36.1%
Capstone/Riverstone South	$339,125	31.81%	$39,250	33.3%	$378,375	32.0%
Dobbs/Commercial/Industrial	$339,125	31.81%	$39,250	33.3%	$378,375	32.0%
Total	*$1,066,250*	*100.00%*	$117,750	100.0%	$1,184,000	100.0%

Total Project: Public versus Private Dollars			
	Amount	Percentage	
MnDOT Grant	$710,000	42%	
City Dollars (including unallocated from County Parcel)	$239,250	14%	*~56% Public Dollars*
Private Dollars	$756,750	44%	
Total	$1,706,000	100%	

Note: Developer recommends that they should not be responsible for solving for frontage on Anoka County Property. Feels City's contribution should be higher.

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

RESOLUTION #20-125

RESOLUTION AUTHORIZING LOCAL PARTNERSHIP PROGRAM (LPP) GRANT APPLICATION FOR RIVERDALE DRIVE EXTENSION – LLAMA STREET TO BOWERS DRIVE, IMPROVEMENT PROJECT #20-05

WHEREAS, existing Riverdale Drive between Sunfish Lake Boulevard and Armstrong Boulevard functions as the south frontage road to U.S. Highway 10/169; and

WHEREAS, the City of Ramsey proposes to extend Riverdale Drive between Llama Street and Bowers Drive to extend the south frontage road system south of U.S. Highway 10/169 to Bowers Drive; and

WHEREAS, this improvement project is consistent with the goals and objectives of the Highway 10 Access Planning Study completed in 2014 in partnership between the Minnesota Department of Transportation (MnDOT) and the Anoka County Highway Department, and broadly supported by partnering agencies including the City of Anoka, City of Ramsey, Anoka County, MnDOT, and the Metropolitan Council; and

WHEREAS, the City represents that the proposed extension of Riverdale Drive between Llama Street and Bowers Drive meets the requirements of the Local Partnership Program (LPP) thereby allowing the project to receive LPP grant funding up to the maximum award amount of $710,000; and

WHEREAS, the City has the capability to adequately fund its local cost share for this improvement project; and

WHEREAS, the City agrees to comply with all applicable laws and regulations as stated in the grant agreement; and

WHEREAS, the City has the necessary capabilities to adequately develop, implement, manage, and maintain this public improvement project.

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

1. That the Ramsey City Council hereby authorizes Staff to apply for up to $710,000 in funding through the Local Partnership Program (LPP) to extend Riverdale Drive between Llama Street and Bowers Drive.

2. That the Ramsey City Council hereby authorizes Staff to retain Bolton and Menk, Inc. in an amount not-to-exceed $9,500 to prepare and submit the LPP grant application.

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

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

and the following voted against the same:

None

and the following abstained:

None

and the following were absent:

None

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 9th day of June, 2020.

Mayor

ATTEST:

City Clerk

2020 Local Road Improvement Program Solicitation Guide

December 2020



Alexandria 44th Avenue project

Prepared by

The Minnesota Department of Transportation
395 John Ireland Boulevard
Saint Paul, Minnesota 55155-1899

Phone: 651-296-3000
Toll-Free: 1-800-657-3774
TTY, Voice or ASCII: 1-800-627-3529

To request this document in an alternative format

Please call 651-366-4718 or 1-800-657-3774 (Greater Minnesota). You may also send an email to ADArequest.dot@state.mn.us.

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Local Road Improvement Program Solicitation Overview

IMPORTANT NOTES:

- If an agency submitted an application in 2019 as part of the unfunded solicitation that was used to gauge demand and for lobbying purposes, that agency will need to submit a new application with updated information and cost estimates to be considered for funding under this solicitation. If the scope has not changed, one method that local agencies can use to update 2019 costs is to apply an inflationary factor appropriate to your region of the state.
- Projects that have received legislatively selected appropriations ("earmarks") or previous LRIP grants are not eligible for funding under this solicitation.
- Projects that will be awarded and/or under construction before the anticipated LRIP award notifications in May, 2021, are not eligible for funding under this solicitation.

The Local Roads Improvement Program (LRIP) was established by the Minnesota legislature in 2002 and is defined in Minnesota Statute 174.52. The legislature provided $75,000,000 for LRIP in Laws of Minnesota, 5th Special Session, Chapter 3, Article 1, Section 16, Subdivision 2. Depending on the number and quality of applications, we intend to award projects to counties, state aid cities, non-state aid cities, and townships.

The LRIP provides funding for capital construction costs only – it is not for engineering, right of way, or other non-construction related costs. The statute describes three types of accounts with a specific intent for the types of local road projects that can be considered for program.

1. The Trunk Highway Corridor Account provide funds to assist in paying the local share of trunk highway projects. For consideration under this account, a trunk highway project must be identified and a letter of support from MnDOT must be submitted.

   Note that funds from this account are for local road improvements impacted by trunk highway projects where local agencies have cost responsibility. It is not intended to be used for improvements or projects on the trunk highway or within the trunk highway corridor right of way that require local cost sharing per MnDOT's Cost Participation Policy. Since LRIP is funded by General Obligation bonds, these funds cannot be used for work on a trunk highway or on trunk highway right of way.

2. The Routes of Regional Significance Account provides funds for the costs of constructing or reconstructing city streets, county highways, or town roads with statewide or regional significance.

3. The Rural Road Safety Account funds capital safety improvement projects on County State Aid Highways (CSAH) primarily to reduce traffic crashes, deaths, injuries, and property damages. Funds from this account are eligible for use on County State Aid Highways only.

The MnDOT State Aid for Local Transportation Office administers the Local Roads Improvement Program with guidance from the Local Road Improvement Program Advisory Committee. The process and criteria for determining eligibility and prioritizing projects for the solicitation are established in the statute and recommended with guidance and input from the Local Road Improvement Program Advisory Committee.

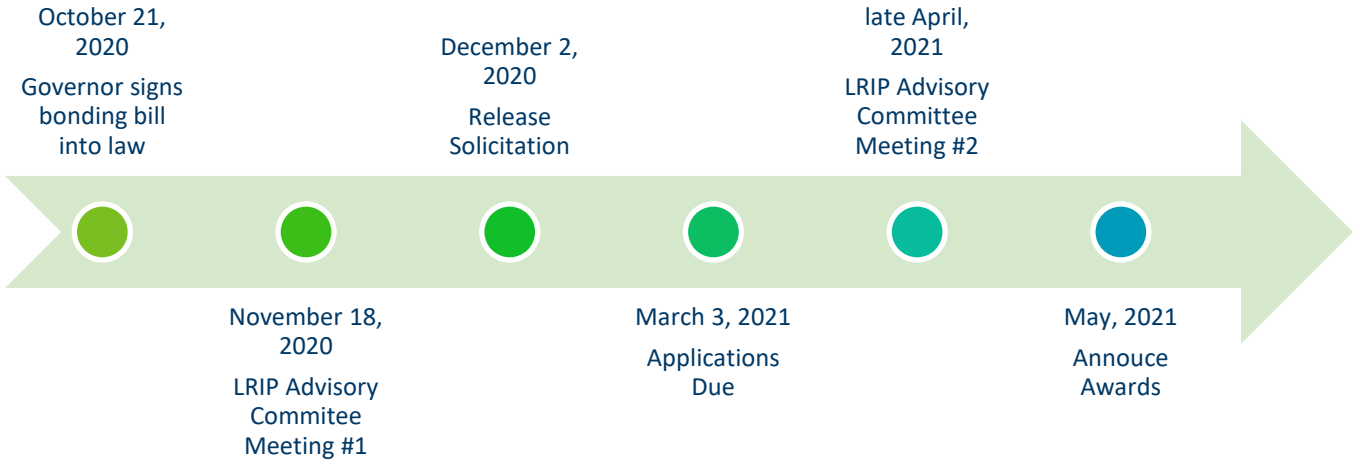
Funding

There is no minimum amount set but the maximum amount that may be requested vary depending on the road authority.

Road Authority	Minimum Request	Maximum Request
County	--	$1,250,000
State Aid City (> 5,000)	--	$1,250,000
Non-State Aid City (< 5,000)	--	$1,250,000
Township	--	$1,250,000

The LRIP funds may be requested for the full construction cost of a project, up the maximum amount, or be leveraged with other funding sources on a project.

Solicitation Schedule



Note that this schedule is subject to change depending on the number of applications submitted and review time required.

Project Selection

Project selection will consider geographical distribution and distribution among jurisdictions along with the following criteria:

1. Eligibility. The project must be a local road (street or highway) construction, reconstruction, or reconditioning project under one of the three accounts established in the LRIP.

   Note: LRIP bond funds may not be used for right of way acquisition, engineering, utilities, work on trunk highways, or standalone enhancement projects (landscaping, trails, sidewalks, ADA improvements, etc.).

2. Operations and Safety. Address a transportation deficiency and/or improve safety on local roads.

3. Regionally Significant. Demonstrate the regional significance of the route by being classified as a minor collector or higher unless it meets one of the following criteria; a) identified in a regional plan as a farm-market artery, b) part of a 10-ton route system, c) part of an economic development plan, d) serves as a

regional tourist destination, e) provides capacity or congestion relief to a parallel trunk highway or county road, and f) is a connection to the regional system, trunk highway, or a county road.

4. Be supported by agency board or council and other local agencies impacted by the project, including county sponsor if applicable.

   Note: Cities that are not a State Aid city (populations less than 5,000) and townships must have a county sponsor and support of the County Board. ***A city or township resolution in support of the project and a county board resolution for support and willingness to sponsor the project must be included in the application package****. The sponsor's tasks include but are not necessarily limited to:*

   - *Be the fiscal agent on behalf of the community and have funds flow from MnDOT to the county to the contractor*
   - *Request SAP/SP number for the project*
   - *Ensure the project meets milestones and dates*
   - *Assist local agency in execution of a grant agreement*
   - *Develop, review and/or approve the plan*
   - *Submit plan, engineers estimate, and proposal to the DSAE*
   - *Advertise, let, and award the project*
   - *Submit pay requests to State Aid*
   - *Communicate progress and updates with the DSAEs and State Aid Programs Engineer*
   - *Ensure that the project receives adequate supervision and inspection*
   - *Assist with project close out*

5. Consider availability of other funding sources.

6. Be non-controversial.

   Note: Projects should have minimum problems or issues that could delay the letting and construction such as right of way acquisition, railroad, and historical impacts.

7. Expected useful life. Include permanent elements of the roadway corridor and have a minimum expected life of the project of 10 years. Maintenance type activities such as filling potholes, blading gravel roads, and ditch repairs are not eligible for LRIP.

8. High Impact. Provide letters of support from other local agencies or public/private parties impacted by the improvement. For example, letters of support from area businesses regarding the impact and benefit of constructing a road to a 10-ton design standard.

9. Projects would be anticipated for construction letting in years **2021 – 2023**.

Application Overview

The LRIP application is available on the State Aid Local Road Improvement webpage - http://www.dot.state.mn.us/stateaid/lrip.html. Use the guide below for assistance in filling out the application. Please keep the descriptions clear and concise.

A. Applicant Information

1. Name (First & Last). Provide the name of the contact person at the local agency applying for the funds. This person should be the person to contact with questions about the applications and representing the agency submitting the project. It may be the project sponsor if they are submitting on behalf of a small city or township.
2. Phone Number. The work phone number of the person at the agency applying for the funds.
3. E-mail. The work e-mail address of the person at the agency applying for the funds.
4. Agency type. Select the appropriate agency type from the drop down that is submitting the application: Township, Small City (population < 5,000), State Aid City, or County
5. Agency. The name of the agency submitting the application.
6. Street Address. The number and street name of agency
7. City. The city where the agency is located.
8. State. This will always be Minnesota.
9. Zip Code. The zip code where the agency is located.
10. Sponsoring County and County Engineer name (if applicable): Enter the sponsoring county and the county engineer name if the applicant is a township or a city with a population of less than 5,000.

B. Project Location

1. MnDOT District. Select the MnDOT District that the project is within.
2. County. The county that the project is located within.
3. City. Provide the name of the city if a portion or the entire project is on a city road or within the city limits.
4. Township. Provide the name of the township if a portion or the entire project is on a township road.

   Note: Cities that are not a State Aid city (populations less than 5,000) and townships must have a County Sponsor.

5. Name of Road. Route number or name of the road (County State Aid Highway 5, Main Street S, etc.)
6. Type of Road. Select the type of street the project is on (County State Aid Highway, County Road, Municipal State Aid Street, Local Street, or Township Road)
7. Road Authority Type. Identify the agency type (township, small city [population < 5,000], state aid city, or county) of the road authority that owns and has jurisdiction of the road the project is on.
8. Project Beginning location - From. Provide a short description of the beginning of the project.
9. Project Ending location - To. Provide a short description of the ending of the project.

C. Project Description

1. Type of Project. Select the type of work on this project from the drop-down box. For consistency in use with State Aid Programs the definition of reconstruction and reconditioning are taken from the Local State Aid Route Standards, Chapter 8820, for road projects.

   - **New Construction –** new or re-aligned road

- **Reconstruction** – the significant full depth replacement or widening of an existing roadway on a similar alignment.
- **Reconditioning** – includes resurfacing, replacement, or rehabilitation of the pavement structure to extend the life of the roadway and effectively address critical safety and operation needs through minor improvements to the existing facility.

2. LRIP Account requested for funding. Use the drop-down box to select one of the three LRIP accounts your project is eligible for. If you believe your project falls under more than one possible LRIP Account, select the account that is the best fit. Options listed are:
    - **Trunk Highway Corridor Account.** Select this option if funds will be used for local costs on local roads that are directly or partially related to a trunk highway improvement. This account cannot be used for local costs of trunk highway projects as required by MnDOT's Cost Participation Policy.
    - **Routes of Regional Significance Account.**
    - **Rural Road Safety Account** – only County State Aid Highways are eligible
3. Project Description. Provide a description of the proposed project and the transportation deficiencies that will be eliminated. This should include a description of operational and general safety benefits of the project. Projects seeking funding from the Rural Road Safety Account will need to provide a more detailed description of safety issues and benefits under Section D3.

D. LRIP Account Considerations and Eligibility

This section will include additional specific project information. The applicant should complete only the appropriate section or sections based on which LRIP funding account is being sought. It is possible that a project may meet the eligibility requirements for more than one LRIP Account. If that is the case, complete the section below that is the best fit.

D1. Trunk Highway Corridor Account Considerations and Eligibility

1. For Trunk Highway Corridor Account projects, describe the trunk highway project, and include the trunk highway project number, and year that local funds are being requested. Also include a description of how the local road(s) will be impacted by the trunk highway project, why the local work is not being funded by state or federal funds, and potential impacts of not completing the local work as part of the trunk highway project. If applying under this account, the application must include a letter of support from MnDOT.

    Note that funds from this account are for local road improvements impacted by trunk highway projects where local agencies have cost responsibility. It is not intended to be used for improvements or projects on the trunk highway or within the trunk highway corridor right of way that require local cost sharing per MnDOT's Cost Participation Policy.

D2. Routes of Regional Significance Account Considerations and Eligibility

1. Routes of Regional Significance Criteria. Check all criteria that apply to your project. At least one must be identified to be considered a regionally significant route.
2. Positive Impact. Describe the anticipated number of persons positively impacted by the project and how they will be positively impacted. This should include a quantitative assessment of the

number and type of roadway users impacted. This could also include a qualitative description of who uses the facility and how they will benefit from the project, and how multiple local agencies may benefit.

3. Economic Development. Describe the project contribution to the local, regional or state economy, and economic development or redevelopment efforts. Be specific and reference plans, letters of support, business impacts, and/or community impacts that this project would have in the region.

D3. Rural Road Safety Account Considerations and Eligibility

1. Is this project on a County State Aid Highway? The project must be on a County State Aid Highway to be eligible for funding under this account.
2. Is this project or components of this project identified in a County Road Safety Plan (CRSP)? All counties have completed CRSPs that identify priority safety projects through a data driven process. These projects on rural County State Aid Highways may be eligible under the Rural Road Safety Account. Use the drop-down box to select yes or no. If yes, provide a brief description of the elements of the project that are included in the CRSP.
3. Minnesota Strategic Highway Safety Plan. This is an effort to align local safety projects with safety priorities identified in the Minnesota Strategic Highway Safety Plan. The plan was completed with a thorough analysis of statewide crash data and trends affecting transporting with various stakeholders. It identified several primary focus areas to help establish safety priorities. Three of the focus areas, intersections, speed, and lane departure include engineering strategies for partners to consider when championing safety projects. Use the drop-down box to select a focus area that your project or safety components of your project align with. The three choices are:

    - **Intersections**
      Select if your projects makes improvement to an intersection for approaches to an intersection. Sample engineering strategies from this focus area include: improve visibility of signs/signals, pedestrian countdown timers, clear sight triangle on stop or yield controlled approaches, reduced conflict intersections, or roundabouts. See the full list of strategies from plans and partners in the Minnesota Strategic Highway Safety Plan.
    - **Speeding** (over posted speed, too fast for conditions)
      Select this choice if your project or components of your projects will look to address speeding. Sample engineering strategies from this focus area includes: dynamic speed display signs, automated speed enforcement, or traffic calming measures. See the full list from plans and partners in the Minnesota Strategic Highway Safety Plan.
    - **Lane departures** (run-of-road, head-on, sideswipes)
      Select this choice if your project will make improvements to address lane departure crashes or minimize damage associated with these crashes. Sample strategies from focus area include: curve speed warning systems, shoulder/centerline rumble strips, improve horizontal curves, guardrails, or remove/relocate objects in the hazardous locations. See the full list from plans and partners in the Minnesota Strategic Highway Safety Plan.

4. Safety Deficiency. Describe the issues on the rural County State Aid Highway that you are attempting to address. Transportation deficiencies could include substandard roadway structure, lane or shoulder width, conditions related to certain types of crashes, and other conditions that negatively impact the public. Be specific on how the problem or issues were identified and what harm it presents to the traveling public. Answer this question even if your project is identified in a county safety plan or the Minnesota Strategic Highway Safety Plan.

5. Improvement. Describe how the project will address the safety deficiencies, improve safety, and reduce fatal, injury, and/or property damage crashes. Be specific as possible in explaining why the project and safety strategy chosen is the most effective and provides the most benefit, including the expected crash modification factor. Answer this question even if your project is identified in a county safety plan or the Minnesota Strategic Highway Safety Plan.

E. Project Readiness and Ability to Maintain

This section will be used to gauge the readiness of the project. Bond funds will expire and begin the cancellation process after four years, so it is important that projects selected for LRIP funding can be delivered within that timeframe, with minimal risk of delay.

1. Construction Year. Use the drop-down box to select the anticipated construction year of the project. Projects should be ready for construction in 2021, 2022, or 2023.
2. Railroad Impacts. Use the drop-down box and provide a narrative as necessary to indicate whether your project has railroad crossings or is adjacent to railroad tracks which may require additional coordination and agreements. Choose from the following options:
    - No RR crossings or RR tracks within 600’
    - Yes. Necessary RR permit(s)/agreement(s) obtained
    - Yes. Will obtain RR permit(s)/agreement(s) as needed
3. Project Status. Use the drop-down box and provide a narrative as necessary to indicate the status of the design work on the project. Design includes any site surveying or study, developing plan sheets, specifications, and engineering estimates. Select from the following choices that best reflects the status of the design work on the project.
    - Design work has not started. Select this option if no site survey has been done, project not yet planned/programmed in a Capital Improvement Plan or approved by the local jurisdiction.
    - Design in progress. Select this option if site survey has been done, project is approved by local jurisdiction to proceed and plans are being developed.
    - Design completed (plan completed). Select this option if your project is approved by the local jurisdiction and the plan is approved by the responsible engineer. The plan is ready to be reviewed and approved by the MnDOT State Aid District Engineer.
4. Federal Funding. Use the drop-down box to indicate whether this project been selected for federal funding? If so, in what year is it identified for construction in the State Transportation Improvement Program (STIP)?
5. Right of Way Acquisition. Use the drop-down box and provide a narrative of the status of right of way acquisition, including both permanent and temporary acquisitions, if required. The answer from this

question will help gauge the readiness of the project. As a reminder, right of way acquisition costs are not an eligible use for LRIP funds.

- No additional right of way is required
- Right of way has been acquired
- Right of way acquisition is underway
- Right of way acquisition has yet to begin

6. Ability to Operate and Maintain Facility. Describe the local agency's ability to adequately provide for the safe operation and maintenance of the facility upon completion.

F. Multimodal/Complete Streets

Multimodal Improvements. Depending on where and how local roads are improved, vehicle traffic, multi-modal, and non-motorized bike and pedestrian movements may benefit. Identify other users of the roadway and describe multi-modal/non-motorized improvements included on the project.

G. Cost Section:

Provide estimated costs for construction from each potential funding source, including the amount of LRIP funds requested. Cost estimates should be based on planning and engineering principles. All costs listed as coming from agencies other than the applicant must be committed funds as reflected in a letter of support (agency has agreed to provide these funds for the project). Do not include costs for studies, design, right of way acquisition, construction engineering, or soft costs such as staff time. LRIP funds will be capped at $1,250,000 for counties, state aid cities, non-state aid cities, and townships. Projects with total project cost estimates less than the capped amount are not required to provide a match provided that all of the construction items are LRIP-eligible.

Items that are eligible for LRIP funds include reasonable elements associated with roadway construction, including basic landscaping and turf establishment. Landscaping planters, benches, bike racks, decorative fences, ornamental lighting, and other aesthetic treatments above the standard are generally not eligible. Other items that are not eligible include engineering, construction administration and inspection, right of way acquisition, and water main, sanitary sewer, or private utility work. Additionally, work on trunk highways or on trunk highway right of way is typically not eligible.

H. Attachments:

The following attachments must be included with the application:

- ☐ At least one project location map with routes and project termini labeled
- ☐ Engineer's Estimate with an itemized breakdown
- ☐ Project schedule
- ☐ Local agency resolution
- ☐ Resolution of support from sponsoring county agreeing to be sponsor and agreeing to perform sponsor tasks as identified above in section "Project Selection" (required for applications by townships and cities under 5,000 population)
- ☐ Other letters of concurrence or support from MnDOT, other cities/counties that may benefit, businesses, local legislators, and/or other benefiting parties.

Application Submittal

Your agency may submit more than one project for funding, but each project must be submitted under a separate application. The application form is available for download on the State Aid Local Road Improvement Program website, http://www.dot.state.mn.us/stateaid/lrip.html.

When you are ready to submit the application, save the application form with LRIP, agency and road in the name of the document; e.g. LRIP_RamseyCounty_CSAH30.pdf.

The application and attachments are due by 4:00 p.m. on **March 3, 2021.** Applications and attachments should be submitted electronically to saltirhelp.dot@state.mn.us. Please limit the file size transmitted via email to no more than 10 MB. State Aid will send a reply acknowledging receipt of the application. If you haven't received a reply from State Aid within a few days of submittal, send an email to saltirhelp.dot@state.mn.us to inquire about the status of the application.

More information is available at:

- LRIP website at: http://www.dot.state.mn.us/stateaid/lrip.html.
- PowerPoint on LRIP at http://www.dot.state.mn.us/stateaid/training/lrip.pptx

If you have questions regarding this solicitation, contact Marc Briese at 651-366-3802 or marc.briese@state.mn.us.

BOLTON & MENK
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December 2, 2020

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

RE: Proposal for Engineering Services – LRIP Funding Application Preparation
Riverdale Drive from Llama Street to Bowers Drive

Dear Mr. Westby:

We appreciate the opportunity to present this scope of services for a Local Road Improvement Program funding application the Riverdale Drive Improvement project. Our scope and fees were prepared based on our understanding of the project and our previous experience in preparing similar funding applications.

We are proposing to build from the Municipal Agreement program funding application prepared for this segment of roadway. The applications are due on March 3, 2021.

We anticipate working closely with the City in completing the application. Items such as project schedule, local agency resolution, and status of right-of-way acquisition will be discussed with the City during the application writing process.

We proposed to complete the application for a Not-to-Exceed amount of $3,600.00.

If there are any questions related to this proposal, please call me at (651) 968-7760.

Sincerely,

Bolton & Menk, Inc.

Kevin P Kielb

Kevin P. Kielb, P.E.
Project Manager

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

RESOLUTION #20-308

RESOLUTION AUTHORIZING LOCAL ROAD IMPROVEMENT PROGRAM (LRIP) GRANT APPLICATION FOR RIVERDALE DRIVE EXTENSION – LLAMA STREET TO BOWERS DRIVE, IMPROVEMENT PROJECT #20-05

WHEREAS, existing Riverdale Drive between Sunfish Lake Boulevard and Armstrong Boulevard functions as the south frontage road to U.S. Highway 10/169; and

WHEREAS, the City of Ramsey proposes to extend Riverdale Drive between Llama Street and Bowers Drive to extend the south frontage road system south of U.S. Highway 10/169 to Bowers Drive; and

WHEREAS, this improvement project is consistent with the goals and objectives of the Highway 10 Access Planning Study completed in 2014 in partnership between the Minnesota Department of Transportation (MnDOT) and the Anoka County Highway Department, and broadly supported by partnering agencies including the City of Anoka, City of Ramsey, Anoka County, MnDOT, and the Metropolitan Council; and

WHEREAS, pursuant to Resolution #20-125, adopted by the Ramsey City Council on June 9, 2020, grant funding up to the maximum award amount of $710,000 was requested through the Local Partnership Program (LPP), which was subsequently denied; and

WHEREAS, the City represents that the proposed extension of Riverdale Drive between Llama Street and Bowers Drive meets the requirements of the Local Road Improvement Program (LRIP) thereby allowing the project to receive LRIP grant funding up to the maximum award amount of $1,125,000; and

WHEREAS, the City has the capability to adequately fund its local cost share for this improvement project; and

WHEREAS, the City agrees to comply with all applicable laws and regulations as stated in the grant agreement; and

WHEREAS, the City has the necessary capabilities to adequately develop, implement, manage, and maintain this public improvement project.

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

1. That the Ramsey City Council hereby authorizes Staff to apply for up to $1,125,000 in funding through the Local Road Improvement Program (LRIP) to extend Riverdale Drive between Llama Street and Bowers Drive.

2. That the Ramsey City Council hereby authorizes Staff to retain Bolton and Menk, Inc. in an amount not-to-exceed $3,600 to prepare and submit the LRIP grant application.

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

and the following voted against the same:

and the following abstained:

and the following were absent:

Existing Vacancy

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 8th day of December, 2020.

_____
Mayor

ATTEST:

_____
City Clerk

CC Regular Session **5. 28.**

Meeting Date: 12/08/2020

Submitted For: Jeff Katers, Police **By:** Brad Bluml, Police

Information

Title

Adopt Resolution #20-309 Extending Towing Services Agreement with Northstar Towing Services

Purpose/Background:

In 2017 the City put out a request for proposals for the towing services agreement. In July of 2017, the City selected North Star Towing and entered into a contract with them. This contract ended on June 30, 2020.

The Police Department has been satisfied with the level of service provided by North Star Towing. They have a prompt response time, reliable equipment, a wide range of trucks to handle any size tow, adequate area to store impounded vehicles, and provide good customer service. Their employees are well trained, which enables them to quickly remove vehicles that are blocking traffic; allowing the motoring public to continue on their way, and letting emergency services clear the scene quickly for other calls for help.

Captain Brad Bluml contacted the owner of North Star Towing, Judy Rolow, who indicated they would be happy to extend the existing contract with the City of Ramsey for another 3-5 years. Judy indicated the rates would be the same as the 2017 proposal and agreement.

Observations/Alternatives:

1. The City Council may direct staff to go out for a new request for proposals (RFPs)
2. The City Council may direct staff to formally extend the contract in length by 3 to 5 years (Section 4.5 of Ramsey Purchasing Policy, which is attached)

Mechanically speaking, the Council would only need to revised Paragraph 2 entitled Term. All other provisions of the existing contract would remain the same.

Recommendation:

During the current Covid-19 pandemic and civil unrest, going out for RFP would be an additional strain on Police Department Staff. Due to staff being highly satisfied with the current services, staff recommends the City Council formally extend the contract for five (5) years.

Action:

Motion to adopt Resolution #20-309 extending te contract with Northstar Towing until December 31, 2025 and authorize the Mayor and City Administrator to execute all necessary documents to execute the extension, contingent on approval by the City Attorney as to legal form.

Attachments

2017 2020 Signed Towing Services Agreement

Ramsey Purchasing Policy

Resolution #20-309

Form Review

Inbox	Reviewed By	Date

Jeff Katers	Jeff Katers	12/02/2020 01:15 PM
Kurt Ulrich	Kurt Ulrich	12/03/2020 04:08 PM

Form Started By: Brad Bluml Started On: 12/02/2020 12:21 PM

Final Approval Date: 12/03/2020

TOWING SERVICES AGREEMENT

This Agreement entered into on this _____ day of ___July__ 2017, by and between the City of Ramsey, a Minnesota Municipal Corporation ("City"), and North Star Towing and Service Center, Inc.

RECITALS

WHEREAS, on May 23rd, 2017; the City requested proposals for the purpose of retaining a service to provide towing, impounding and storage of motor vehicles for the City 24 hours per day, 365 days per year, on an as needed and directed basis;

WHEREAS, pursuant to the criteria set forth in the City's Request for Proposal dated May 24th, 2017; the City determined North Star Towing will best serve the City's needs;

NOW, THEREFORE, IT IS HEREBY MUTUALLY AGREED, in consideration of each party's promises and considerations herein set forth, as follows:

1. **INCORPORATION.** The parties hereby agree that the following are incorporated into and are made a part of this Agreement:

a. Recitals set forth above;
b. City's Request for Proposal for Towing, Impounding and Storage of Motor Vehicles dated May 24th, 2017, a copy of which is attached hereto as Exhibit A; and
c. North Star Towing's response to City's RFP dated June 9th, 2017, a copy of which is attached hereto as Exhibit B

2. **TERM.** This Agreement for towing services shall commence on July 1, 2017, and terminate on June 30, 2020, unless terminated earlier pursuant to the termination provision of paragraph 9 below.

3. **SERVICES.** North Star Towing shall provide towing, impounding and storage for motor vehicle services as specified in the City's RFP and set forth in North Star Towing's Response. In the event the RFP and the Response are not consistent, the RFP shall control. Request for service from the City's Police Department must be given priority by North Star Towing. Towing services for police vehicles, fire chief, fire marshal, fire duty officer vehicles and public works utility vehicles and equipment at a rate of $25.00. All other terms as stated in the City's RFP shall be followed.

4. **RECORDS.** North Star Towing agrees to maintain proper records of all vehicles received. The record keeping system shall meet the approval of the Ramsey Chief of Police and records are to be available at all times for inspection by authorized City officials. The records must include a copy of the police impounding report. A report shall be submitted monthly to the Ramsey Chief of Police detailing all vehicles towed for the City and charges incurred during that current month on each vehicle. All contents of such reports shall meet the approval of the Ramsey Chief of Police.

5. **COMPENSATION.** North Star Towing shall be entitled to charge members of the public for its towing and storage services pursuant to the fee schedule described in North Star Towing's Response. North Star Towing agrees that the City is not responsible for any charges as a result of towing and/or storage services provided to members of the public at the direction of the City, and North Star Towing assumes all liability for any unpaid charges.

6. **INDEPENDENT CONTRACTOR**. The parties to this Agreement agree that North Star Towing is an independent contractor. North Star Towing and its designated representatives and employees are not employees of the City and are not entitled to the benefits provided by the City to its employees, including but not limited to health, worker's compensation and unemployment insurance, and pension or employee benefit plans. North Star Towing has and retains full control and supervision of the towing and storage services provided pursuant to this Agreement and full control over the performance of the services required under this Agreement.

7. **PERFORMANCE BOND.** Upon execution of this Agreement, North Star Towing shall file with the City a performance bond in the amount of $10,000 payable to the City, as set forth in the City's RFP, and in a form approved by the City.

8. **INDEMNIFICATION.** North Star Towing is solely responsible for loss or damage to any City or third party vehicle, including all equipment and contents, from the time direction is given by the authorized City representative turning the vehicle over to North Star Towing, until such time as the vehicle is legally released to the registered or actual owner or legal agent thereof, or to an authorized police agency. North Star Towing agrees to indemnify the City and hold it harmless from and against any and all claims, suits and actions against, and all loss, damage, costs or expense to the City, including attorney fees and cost of defense that may be caused directly or indirectly by North Star Towing, its agents and/or employees related in any manner to the performance of this Agreement.

Any and all claims that arise or may arise against North Star Towing, its agents, servants or employees as a consequence of any act or omission on the part of North Star Towing or its agents, servants, or employees while engaged in the performance of this Agreement shall in no way be the obligation or responsibility of the City. North Star Towing shall indemnify, hold harmless and defend the City, its officers and employees against any and all liability, loss, costs, damages, expenses, claims or actions, including attorney's fees which the City, its officers or employees may hereafter sustain, incur or be required to pay, arising out of or by reason of any act or omission of North Star, its agents, servants or employees, in the execution, performance, or failure to adequately perform North Star's obligations pursuant to this Agreement.

North Star Towing shall further indemnify the City against all liability and loss in connection with, and shall assume full responsibility for, payment of all federal, state and local taxes or contributions imposed or required under employment insurance, social security and income tax laws, with respect to North Star Towing employees engaged in performance of this Agreement.

9. **INSURANCE**. During the term of this Agreement, North Star Towing shall procure and maintain at its own expense insurance in the following minimum amounts described below. As further specified in the City's RFP, North Star Towing shall provide the City with proof of insurance upon execution of this Agreement and during each year of this Agreement. The City shall be named as an additional insured on the comprehensive general liability policy required by this Agreement.

North Star Towing's minimum insurance requirements are as follows:

Public Liability Insurance: $1,000,000 Comprehensive General Liability (including assault and battery)

Business Auto Policy with all coverages (all vehicles) with $1,000,000 limits.

Garage Keepers Legal Liability

Worker's Compensation Insurance covering all employees of North Star Towing, or its agents, working under this Agreement in accordance with the Minnesota Workers' Compensation Law.

10. **TERMINATION.** Either party may terminate this Agreement with or without cause upon thirty (30) days written notice.

11. **SEPARABILITY.** In case any one or more of the provisions contained in this Agreement shall be held invalid, illegal or unenforceable in any respect, the validity, legality and enforceability of the remaining provisions contained herein and any other application thereof shall not in any way be affected or impaired thereby.

12. **NOTIFICATION INFORMATION.** Any notice to the parties herein shall be deemed to have been given or delivered as of the date mailed, if sent by certified mail addressed as follows, or to such other address as a party may subsequently request by

certified mail:

To City: Police Chief
City of Ramsey
7550 Sunwood Dr NW
Ramsey, MN 55303

To North Star Towing: North Star Towing and Service Center, Inc.
833 North Street
Anoka, MN 55303

13. **THIRD PARTY BENEFICIARY.** This Agreement is created for the sole benefit of the City and shall not create any third party beneficiary rights.

14. **ASSIGNMENT.** This Agreement may not be assigned without the prior written consent of the parties.

15. **ENTIRE AGREEMENT.** This Agreement contains the entire understanding between the parties, and no statements, promises, or inducements made by either party that are not contained herein shall be valid or binding; this Agreement may not be enlarged, modified, or altered except in writing signed by the parties and endorsed in this Agreement.

16. **JURISDICTION.** Any and all suits for any and every breach of this Agreement must be instituted and maintained in any court of competent jurisdiction in the County of Anoka, State of Minnesota.

17. **GOVERNING LAW.** This Agreement shall be governed by the laws of the State of Minnesota in all respects.

18. **BINDING AGREEMENT.** This Agreement shall be binding upon and extend to the respective representatives, heirs, successors and assigns of the parties hereto.

NORTH STAR TOWING, INC

By: _____

Judy L. Rolow, Its Chief Operating Officer

STATE OF MINNESOTA)

) ss.

COUNTY OF ANOKA)

This instrument was acknowledged before me on July 18, 2017, by Judy L Rolow, the Chief Operating Officer of North Star Towing and Service Center, Inc.., a Minnesota Corporation, on behalf of the Corporation.

ANITA M. SPADING
NOTARY PUBLIC - MINNESOTA
My Commission Expires Jan. 31, 2020

_____

Notary Public

CITY OF RAMSEY

By: _____

Sarah Strommen, Its Mayor

Attest: _____

Kurt Ulrich, City Administrator

STATE OF MINNESOTA)

) ss.

COUNTY OF ANOKA)

This instrument was acknowledged before me on August 8, 2017, by Sarah Strommen and Kurt Ulrich, Mayor and City Administrator respectively, of the CITY OF RAMSEY, a Minnesota Municipal Corporation, on behalf of the Municipal Corporation.

JOANN THIELING
Notary Public
Minnesota
My Commission Expires January 31, 2020

_____

Notary Public

1. Charge for towing of passenger vehicles; including cars, light trucks (3/4 ton or less), vans, utility vehicles, 4-wheel drive vehicles, motorcycles, and recreational vehicles (to include ATV's, snowmobiles and mini-bikes), i.e.- a basic impound tow. ***10 points possible- 5 each***
   a) tow truck 80 –
   b) flat bed 85 –

2. Charge for towing of passenger vehicles (listed above) that have been involved in an accident. ***10 points possible- 5 each***
   a) tow truck 95 –
   b) flat bed 100 –

3. Charge for towing of vehicles ¾ ton to 1½ ton capacity ***5 points possible***
   a) tow truck 85 –
   b) flat bed 85 –

4. Charge for towing of vehicles larger than 1½ ton capacity ***5 points possible***
   100 –

5. Charge for towing of vehicles larger than 1½ ton capacity involved in an accident ***5 points possible*** 150 –

6. Winch out charge (use the following location for purposes of this proposal: median of Hwy 10 NW, 30 feet off roadway) ***5 points possible***
   30 –

7. "Hook up" or "Impound" charge (in lieu of fees charged in #1, #2, #3 or #4 above) Charge for vehicle dropped at same location- not removed ***5 points possible***
   75 –

8. "Loaded Mile" rate for transporting vehicle to impound lot ***5 points possible***
   4 00 / loaded mile

9. Charge for each 24 hours of storage; including day of tow.
   Inside storage ***5 points possible*** 30 –
   Outside storage ***5 points possible*** 30 –

10. Flat rate charge for designated forfeiture vehicles released to Police ***5 points possible*** 45 –

11. Charge for towing of marked or unmarked police vehicles, fire department administrative vehicles, and public works utility vehicles and equipment ***5 points possible*** 25 –

12. Administrative fee (per tow) ***5 points possible***
    15 –

Section 1. Purchasing Guidelines

1.1 Policy Statement

The goal of the Purchasing Policy is to ensure that all purchases are consistent and comply with applicable Federal, State and local statutes, laws, codes, ordinances and rules; to establish internal controls; to maintain the appropriate documentation and to ensure the best value for the public money. This Purchasing Policy will be used for all purchases made by the City of Ramsey.

All City of Ramsey employees and elected officials shall comply with this policy. Contacts made contrary to this policy may be voidable.

1.2 Authorization

The purchasing policies of the City of Ramsey are established by the City Council under the City Charter (Section 6.4), the City Code and state statute. City funds may only be spent for purposes that are expressly or implicitly authorized by statutes or the City's charter and must be for a public purpose.

- Roles and Responsibilities:
    - The City Council is responsible for ensuring proper accountability of the public funds entrusted to the City and establishing procurement controls necessary for the City to operate efficiently.
    - The City Administrator is responsible for overseeing the City operations. Ensuring proper accountability of the public funds entrusted to the City of Ramsey and preserving the procurement controls necessary for the City to operate efficiently.
    - Department Heads/Managers are responsible for adherence to the procurement policy and procedures.
    - Department Supervisors will be responsible for ensuring their employees are trained in proper procurement procedures, reviewing and approving requisitions and procurement card purchases and the proper planning of procurements. Supervisors are responsible for the proper administration and monitoring of payments and the performance of all contracts.
    - City employees at all levels including elected officials shall be held accountable for compliance with the purchasing policy.

1.3 Budget

Under state statute and City Charter, the annual adoption of the Budget shall constitute City Council appropriations for the year. Budgetary control shall be exercised at department and fund levels. The City Administrator shall identify Department Heads or other staff who shall be responsible for each fund or department in the annual budget. These individuals shall be responsible for compliance with the annual budget and for all expenditures related to their respective departments.

The City of Ramsey will adhere to MN Statute 471.345: Uniform Municipal Contracting Law and the following methods of procurement shall be adhered to:

1.4 Quick Reference Budget Approval Guide

VALUE OF PURCHASE	QUOTATIONS NEEDED	APPROVAL BY	APPROVALS REQUIRED
Less than $100	None	Department Head City Administrator City Council	Yes No Yes-Annual Budget Adoption
$101-$5,000	Departmental Discretion	Department Head City Administrator City Council	Yes No Yes-Annual Budget Adoption
$5,001-$25,000	Two Written Quotes City Administrator Discretion	Department Head City Administrator City Council	Yes Yes Yes-Annual Budget Adoption
$25,000-$100,000	Two Written Quotes or RFP's or Sealed Bids	Department Head City Administrator City Council	Yes Yes Yes
Greater than $100,000 ($175,000 after August 1, 2018)	Sealed Bids	Department Head City Administrator City Council	Yes Yes Yes
Any Federal Dollars	Purchaser must consult federal regulations for purchasing procedure	Department Head City Administrator City Council	Yes-Conformity with regulations Yes-Sign applicable agreement(s) Yes-Authorize agreement(s)

See Also Section 4: Purchasing Alternatives Below for Further Detail

- When time is of the essence, the City Administrator is authorized to sign for the purchase of any item or combination of items not included in the budget in an amount not to exceed Five Thousand Dollars ($5,000) provided a budget amendment is prepared for Council approval at the next regularly scheduled Council Meeting.

NOTE: If a Cooperative Purchasing Agreement is in place (non-construction related contracts only), quotations are not needed.

Section 2: Purchasing Practices

2.1 Ethics/Relations with Vendors

The City of Ramsey holds its employees to the highest ethical standards. Purchases shall be conducted so they foster public confidence in the integrity of the city's procurement system, and open and free competition among prospective suppliers. In keeping with this value, employees should avoid the following practices when making purchases on behalf of the City:

Circumventing competitive bidding requirements.
Examples of this include:

- Splitting purchases so that they can be made through several small purchases.
- Using the emergency procedure process when no true emergency exists.
- Using a 'sole source' exemption when competition is available.

Denying one or more vendors the opportunity to bid on a contract when they have no history of default or failure in performance.
Examples of this include:

- Using unreasonably restrictive specifications.
- Pre-qualifying bidders on a discriminatory basis.
- Removing companies from a bidders list without just cause.
- Requiring unnecessary high bonding.

Giving favored vendors an unfair advantage.
Examples of this include:

- Providing vendors with non-public information regarding their competition's offer in advance of a bid opening.
- Making information available to favored vendors and not to others.
- Giving un-favored vendors inaccurate or misleading information.

Accepting gifts from vendors.

- Minnesota Statutes 471.895 prohibits government employees from receiving gifts except where they are included as part of the cost of a product, good or service provided (such as a meal provided as part of a conference).

Section 3: Decentralized Purchasing

The City of Ramsey has a decentralized purchasing program, meaning that each department is responsible for making its own purchases of materials and services for their operation. Individual departments are generally responsible for making their own purchases in order to support flexibility and discretion of purchasing and project management with the aid of expertise at the department level. Such items as office supplies, paper products and other general supplies that are used throughout the City will be centrally assigned to one department for purchase. The responsibility lies within each department to obtain bid or quotes, maintain records of bids or quotes, prepare purchase orders, receive deliveries and approve invoices for payment.

3.1 Conflicts of Interest

All city employees who are involved in the solicitation and approval process for a contract, or the management or supervision of a contract if awarded, shall notify his/her supervisor as soon as the employee realizes that he/she is closely related to any owner, director, officer or principal in a closely held business entity or has an interest in the business entity that has submitted a bid or is awarded a contract.

The City shall have the sole discretion to determine whether there is an actual conflict of interest or an appearance of a conflict of interest. If it is determined that there is only an appearance of a conflict of interest, that employee shall be precluded from participating in the contract solicitation and approval process, and in appropriate situations from the management and/or supervision of the performance of the contract. If there is an actual conflict of interest, the City shall determine whether a contract can be awarded to and performed by the proposed contractor in such a manner as to avoid the actual conflict of interest.

The officers, employees, and agents of the City must neither solicit nor accept gratuities, favors, or anything of monetary value from contractors or parties to subcontractors.

3.2 Sales Tax Exemptions

Most City purchases are exempt from State sales tax. Vendors should be notified of this exemption when making a purchase and each vendor should be provided a Certificate of Exemption (ST3 Form).

Section 4: Purchasing Alternatives

4.1 Uniform Municipal Contracting Law, Chapter 471.345

It shall be the policy of the City of Ramsey that the Uniform Municipal Contracting Law, Minnesota Statutes Chapter 471.345 shall be the policy of the city. Changes in this law will automatically become the policy of the city. City policy may be more restrictive then State Law, but may not be less restrictive. Records of quotes and bids shall be retained for at least one year after the completion of the contract or purchase or until the annual audit for the year of purchase is completed, whichever is longer. For construction projects that are competitively bid, responsible contractor laws must be followed which require contractors to meet certain minimum criteria to be eligible to be awarded a construction contract.

4.2 Sealed Bids/Major Purchases (See League of MN Cities Information Memo Entitled Competitive Bidding Requirements in Cities)

- A formal sealed bid procedure is required for all purchases in excess of $100,000 ($175,000 after August 1, 2018) except professional services.
- A purchase (contract) that exceeds $100,000 ($175,000 after August 1, 2018) cannot be split into several smaller purchases (contracts) to avoid the sealed bid process.
- City Council approves all bids and specifications.
- A published notice is required in the official city newspaper at least ten days in advance of the bid opening. The notice may also be published on the city's official website or in a recognized trade journal.
    - A public construction project that exceeds $50,000 must meet the Responsible Contractor Requirements (Minn Statute 16C.285)
- All bid openings are to be administered by the City Administrator and/or the originating department.
- The preparation of all specifications are to be the responsibility of the City Administrator and/or the originating department.
- Required authorization for plans and specifications is the responsibility of the City Administrator and/or the originating department.
- The City Council must formally approve the bid contract.
- The City will follow state laws for contractors bonds which are required for projects as stated in MN Statutes 574.26.

4.3 Quotes/Intermediate Purchases

If a purchase is estimated to exceed $25,000 but not to exceed $100,000 ($175,000 after August 1, 2018), the purchase may be made either by sealed bids or by direct negotiation based upon quotations. If a purchase is made in this range, staff members are required to obtain at least two written quotes and the quotations must be kept on file for at least one year. All such quotes must be forwarded to the Finance Department with the purchasing documents.

If a purchase is estimated to be $25,000 or less, the purchase may be made by either obtaining quotations or by buying the item directly on the "open market". If the quotation option is chosen, at least two quotes will be obtained and forwarded to the Finance Department with the purchasing documents.

4.4 Other Contracts:

Pertaining to such contracts as professional, personnel, technical services, noncompetitive, or unique contracts which are not defined under MN Statute 471.345.

Contracts under this category shall be made as follows:

- Through a competitive solicitation process (such as a request for proposals) when practicable, or
- By direct negotiation in the open market, or
- Through the State of Minnesota Cooperative Purchasing Venture (CPV).

The city retains outside professional services in the area of:

- Legal
- Planning
- Auditing
- Assessing
- Engineering
- Banking
- Towing

Those contracts for professional services which are included in the City's General Fund Budget will be approved annually with formal adoption of the City's Budget.

4.5 Request for Proposals (RFP)

- RFP's will generally be used to solicit proposals for professional services.
- An RFP will automatically be solicited for those services that exceed a City cost of $15,000 or have a value to the solicitor in excess of $15,000.
- An RFP will be solicited every three to five years. City Council may, at its discretion, formally extend a current standard services contract upon the recommendation of city staff.
- Authorization by City Council will be given to staff to issue a RFP.
- All RFP's will be advertised in the city's official newspaper and on the city's official website.
- City Council must formally approve the proposal.
- Typical information to address in RFP's includes:
    - Background and scope of the project.
    - The project's budget to ensure that the proposals stay within that range.
    - Proposal requirements should include adequate information to allow for proper review and evaluation including:
        - Description of firm and qualifications, including any specialized experience related to the project.
        - A list of similar projects the firm has completed.
        - Project timetables including: estimate of hours, breakdown of hours by phase, and the city's expectation for a completion date.
        - Designation of a firm principal who will be in charge of the project.
        - Statement that either no subcontractors are allowed or that all subcontractors will be identified and are subject to the city's approval.
        - Estimate of cost to provide the service, outline of fee schedule and payment schedule.

- Description of city's selection process.
- City's evaluation criteria which typically may include:
    - Quality and thoroughness of the proposal.
    - Similar past experience and/or expertise.
    - References.
    - Cost estimate
- The following statement must be included: The city reserves the right to reject any and all proposals, waive all technicalities and accept any proposal deemed to be in the city's best interest.
- Submit deadline: date, time, project name, and addressee.
- Statement: "Proposers are solely responsible for delivery of their proposals to the city before the deadline. Any proposal received after the deadline will not be considered and will be returned."
- Information about where questions should be directed.

NOTE: Staff should make sure that all proposers are given the same information.

Attach a copy of the agreement proposed to be used for the project, including the city's insurance certificate. The agreement includes provisions to which the firm must agree, so it is important that they see the agreement up front. It is suggested that the RFP be submitted to the city attorney for review prior to distribution.

4.6 Emergency Purchases

Under Minnesota's Emergency Management Act, the city has the authority to enter into contracts during an emergency without following many normally required procedures. An emergency is defined as "an unforeseen combination of circumstances that calls for immediate action to prevent a disaster from developing or occurring". A disaster is "a situation that creates an actual or imminent serious threat to the health and safety of persons, or a situation that has resulted or is likely to result in catastrophic loss to property or the environment, and for which traditional sources of relief and assistance within the affected area are unable to repair or prevent the injury or loss".

During an emergency or disaster, the City Council may waive compliance with the time-consuming procedures or formalities concerning:

1. The performance of public work
2. Contracting
3. Incurring obligations
4. Renting equipment
5. Purchasing supplies and materials

Emergency purchases will only be allowed when the mayor issues a proclamation declaring an emergency, and the steps listed in Minn Statute 12.29 are completed.

4.7 Cooperative Purchasing Agreements

Where a purchase contract has been awarded by the State of Minnesota, another local government, a cooperative of local governments, or a federal agency in compliance with applicable State Statutes, and where it is legally permissible for the City of Ramsey to participate, a purchase may be though the vendor named in that contract without advertising for bids or obtaining quotes.

4.8 Funding Source Requirements

Many projects are funded by federal and/or state agencies, or other governmental units that provide for specific procurement methods. Often these funding sources require that the City use a competitive procurement process for all contracts regardless of the dollar amount. It shall be the responsibility of the department head, manager, supervisor and/or employee initiating the contract request to make the Finance Director aware of the funding source and any specific procurement methods required thereby. At a minimum, the City shall comply with the procurement process mandated by the funding source.

All purchases which are federally funded require full and open solicitation if valued in excess $3,000 (or $2,000 if Davis Bacon Act is required). When procuring such contracts, the City shall comply with the procedures prescribed by the Code of Federal Regulations (CFR) Part 200.

All federal funds expended will be reconciled against adopted budget for each Federal Award.

4.9 Credit Card Use

According to Minn. Statute 471.382, the City Council may authorize the use of a credit card by any city officer or employee otherwise authorized to make a purchase on behalf of the city.

Authority for Credit Card Holder

City staff having authority to make certain purchases will be eligible credit cardholders. A department director may request a credit card for city authorized purchasers when there is a demonstrated efficiency to be gained. The Assistant Finance Director must review and approve each request before the card is issued. Before any credit card is issued, the authorized cardholder will be required to acknowledge and agree to the terms of use by signing the form entitled "Terms of the City of Ramsey Purchasing Card".

The department director is responsible for notifying the Assistant Finance Director when any changes occur to the cardholder's status.

Types of Purchases Allowed by Credit Card

A purchase by credit card must comply with all statutes, rules, and city policies applicable to city purchases. Specifically:

1. All purchases must be made by the authorized card holder
2. All credit card purchases must comply with the city's Purchasing Policy guidelines for quotes and bids
3. All expenditures must be within the limits established by the department budget.

Types of Purchases Prohibited

Use of a city credit card is prohibited for the following purchases:

1. Personal purchases of any kind
2. Alcoholic Purchases of any kind

If a city employee makes a purchase by credit card that is inconsistent with this policy and/or is not approved by the Council, the employee is personally liable for the amount of the purchase.

Procedures and Documentation

Finance will receive the monthly bill and respective cardholder will receive a copy of the monthly statement of charges. The cardholder is responsible for obtaining and attaching detailed invoices and receipts for all charges on the statement and provide a public purpose/description of the expense and submit all of the documentation to

the department director or designee by the due date. Payment will be made if the billing matches all completed credit card invoices and receipts.

4.10 Public Purpose Expenditures

Pursuant to the statutes and laws of the State of Minnesota which regulate the expenditure of public funds for public purposes, The Ramsey City Council believes it is necessary and appropriate to provide assistance and guidelines to the officials, employees, and representatives of Ramsey to aid in the determination of when public funds may be spent for a public purpose.

To provide that assistance and guidance the Ramsey City Council adopted Resolution #06-11-369 Discretionary Expenditures Policy that outlined the following items that are deemed to meet the City Council definition of public purpose expenditures:

Meals and Refreshments:

1. Meals are allowed as part of a city business meeting in which the character of the meeting would involve predominantly non-city employees.
2. When they are part of a breakfast/lunch/dinner meeting for official city business when it is the only practical time to meet and when it involves non-city employee participants (i.e. business developers or business representatives). Only the expenses incurred by city employee(s) may be reimbursed. The City Administrator is allowed some discretion regarding expenditures for meals as per the personnel policy.

3. When they are part of the structured agenda for an offsite conference, workshop, seminar, training session, or meeting in which the City Administrator or a department director has authorized the employee to attend for training and development purposes (this does not include routine staff meetings).

4. All meetings shall be scheduled to minimized inclusion of meals. At meetings of a minimum length of five hours consisting primarily of city employees when the refreshment and/or meals are an integral part of the event and are necessary to sustain the flow of the meeting, and if the meeting is one of the following:
    a. A department-wide annual staff meeting for employees; or
    b. A non-routine organization-wide staff meeting for all managers and/or supervisors; or
5. During official meetings of the City Council
6. A dinner meal for staff during performance of election-related duties on Election Day.

Recognition Events/Purchases:

1. The City Administrator may authorize modest expenditures for food and refreshments for the following employee events, each of which shall not take place more than once per year:
    a. Annual Employee Breakfast
    b. Annual Employee Luncheon
    c. Other Recognition Events that may arise.

Special Events:

1. Special events such as Happy Days, National Night Out, the Volunteer Recognition event and other events that involve or invite participation by the general public. These events and any city expenditures for them require prior specific approval by the City Council and also include city expenditures for participation fees, donated gifts, door prizes, etc.

Community and Business Relations:

1. The City recognizes the importance of establishing and maintaining a positive image with the business and civic community. Participation in certain periodic or annual events is a necessity to maintain a positive image. Annual dinners or galas, or golf tournaments that are sponsored by an organization that the City has a business or community relationship with are examples of business and civic community events (i.e. Chambers of Commerce and other community partners).
    a. The City Administrator will coordinate participation at such events to ensure representation and ensure that duplication is avoided for purposes of cost containment.
    b. The City Administrator will review on an annual or semi-annual basis upcoming events to discuss attendance and representation at business and community events.
    c. The City Council will annually establish a maximum amount of community and business relation expenses by an affirmative approval.

Alcoholic Beverages:

1. The purchase of alcoholic beverages is not allowed.

Clothing and other Sundry Items:

1. Employees may receive T-shirts, and other sundry items of nominal value ($5.00) when these items are made available to the general public or if these items are determined by the City Administrator to be important to the successful involvement of employees in special city-sponsored or city-supported

2. Sponsored events (i.e. National Nite Out, Happy Days, etc.). Employees may be supplied with uniforms, clothing, boots and other gear necessary for the performance of their job as per the City of Ramsey Personnel Policy or applicable labor agreements.

4.11 Legal Compliance

All City purchases, sales, rental, leases and other agreements shall comply with applicable statutes, laws and regulations.

- All contracts are subject to final approval as to form by the City Attorney.

- All contracts shall be in writing, unless the City Attorney advises that a formal written contract is not required.

- Employees may be personally responsible for the cost of a purchase made in violation of the purchasing policy and may result in the disciplinary action up to and including termination of this employment.

Section 5: Payment

The City of Ramsey uses various processes in making payments for goods and services.

5.1 Standard Purchase Orders

Purchase orders are used when required by the vendor to acknowledge the City's request for goods and services. A copy of the purchase order will be sent to the vendor when requested.

- Obtain purchase order numbers from Finance Department.
- The completed purchase order will be attached when invoice is received and submitted to respective department to authorize payment.

5.2 Check Requests/Immediate Pay

The Finance Department policy is for bills to be paid from the accounts payable bills list submitted bi-weekly to City Council for approval. For certain exceptions, check requests/immediate pay may be used under the following guidelines:

- Immediate pay is for payments that need to be made prior to Council meeting approval date. Such items include taking advantage of discounts, avoiding late charges, purchases requiring payment with order, etc.
- Immediate pay checks will be issued upon one day notice. Exceptions to the one day notice is for investments and emergency purchases.
- Checks will be issued, mailed, or returned to appropriate department.

5.3 Invoices

- Original invoices or electronic copy of original invoice with approval, purchase order, or expense reimbursement forms must be returned to the Finance Department with proper authorization and account coding to be processed on the bills list for City Council approval.

5.4 Account Coding

All requests for payment including invoices, check request, purchase order, or expense reimbursement forms must have an eight digit code to process payment. Responsible Department Head will indicate the fund/department and object number from which payment will be expensed. Reference should be made to departmental budget(s) for department and object numbers.

5.5 Petty Cash

- Receptionist shall be the custodian of the petty cash.
- Petty Cash shall not exceed $100.00.
- Used for reimbursement to employees for items $20.00 or less for expenditures made on behalf of the City.
- Receipt and/or expense reimbursement form must be submitted with proper departmental authorization obtained prior to reimbursement.

5.6 Payment Processing

- See Section 5.3 Invoices
- Invoices, check request, purchase orders or employee expense reimbursement forms must be submitted to the Finance Department.
- Detailed receipts, stating reason for public purpose expenditure, must be submitted with employee expense reimbursement forms.
- Immediate pays are due to the Finance Department at least one day in advance of the payment day.

- Department Heads must have fund/department and object codes to process payment. Refer to departmental line item budget for proper coding.
- City Council will be given a "bills" list of all prepayments and invoices to be paid for formal approval.
- Checks may not be made out to cash or bearer.

5.7 Electronic Funds Transfer

Electronic Funds Transfer may be required in some cases to complete a business transaction. Electronic funds transfers will only be performed by the Finance Director or the Assistant Finance Director as authorized annually via the resolution entitled "Resolution Authorizing Signatures for Financial Transactions". The city's current banking institution will receive a copy of adopted resolution to keep on file. Electronic funds transfers may be used for payroll related expenditures (federal tax, state tax, PERA, etc), investment purchases, debt service payments and payment of invoices of which need to follow the same guidelines for payment processing in Section 5.6. The Senior Accounting Clerk will initiate any invoice related electronic transfers (Comdata, Home Depot) and Accountant II will initiate Payroll related transfers. All initiated transfers will be approved by Finance Director or Asst. Finance Director. Electronic Fund transactions will be submitted Bi-weekly to city council as part of the regular accounts payable bills list.

5.8 Employee Expense Reimbursement

Employee expense forms are required for reimbursement to employees of city-related expenses on a bi-monthly basis. All employee expense forms must contain proper account codes, department approval, and detailed receipts must be attached where applicable.

Section 6: Capital Outlay and Fixed Assets

6.1 Capitalization Threshold

Capital outlay purchases are for items costing more than $10,000, are a tangible asset, and have a life expectancy of more than one year. These items must be included in each department budget. It should be noted that sales tax (if applicable) must be included as a cost of the item purchased when determining if the purchase is a capital outlay item.

If the individual purchase is greater than $10,000 includes (General Government and Enterprise Fixed Assets) the item is a capital outlay purchase and now should become a recorded fixed asset. The amount to record for that fixed asset would be any charge "to place the asset in its intended location and condition for use." For example: if the city were to purchase a street vehicle, all of the following would be considered part of the cost of that asset: the vehicle, warning lights, decals, sales tax, licensing and any other costs to put the asset into its usable condition.

Capital outlay purchases less than $10,000 are inventory assets. Example of inventory assets: Computers, printers, furniture, cameras.

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #20-309

RESOLUTION TO EXTEND TOWING CONTRACT WITH NORTHSTAR TOWING

WHEREAS, the city of Ramsey is currently under contract with Northstar Towing for towing services; and

WHEREAS, while the City has had multiple contracts and extensions with Northstar Towing, the current contract began in July, 2017; and

WHEREAS, the current contract has expired and the City and Northstar Towing have been operating on a month-to-month basis unless said contract is formally terminated.

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

1. The contract with Northstar Towing is extended until December 31, 2025.
2. The Mayor and City Administrator are authorized to execute an amendment to the contract extending the date in Section 2 of said contract.

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

and the following voted against the same:

and the following abstained:

and the following were absent:

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 8th day of December, 2020.

CC Regular Session **5. 29.**

Meeting Date: 12/08/2020

Submitted For: Jeff Katers, Police **By:** Tim Frankfurth, Police

Information

Title

Adopt Resolution #20-310 Extending Animal Impound Services Contract with North Metro Animal Care and Control

Purpose/Background:

The city of Ramsey had contracted with the city of Anoka for animal containment services (the Anoka pound) since 2001. The city of Anoka informed us in 2019 they would be closing the animal impound facility so the property could be redeveloped. There has been discussion about re-building the facility, but the final plans are undetermined at this point. Numerous north metro cities currently contract with North Metro Animal Care and Control (NMACC) of Andover for their services.

The Ramsey Police Department is responsible for animal control in the city of Ramsey and requests approval of the contract so this service can continue. The city of Ramsey initially entered into this contract with NMACC in September 2019. The contract for renewal is attached to this case explaining the cost of NMACC's services. As of September 30, 2020, the city of Ramsey has paid $240 to NMACC for their contracted services. This total is a significant reduction in the expenses we had paid to the city of Anoka for their services.

The amounts paid by the city of Ramsey to the city of Anoka for animal containment services for the last five years.
2015 - $3810
2016 - $8050
2017 - $8955
2018 - $4610
2019 - $3850
$75 paid to NMACC in the last quarter of 2019

Funding Source:

The budgeted amount for animal containment services in the 2020 budget is $4000. This is the same amount budgeted for the 2021 budget. As of September 30, 2020, we have spent $240 on NMACC's services. There will be additional expenses for the final quarter of FY2020, but the city should see a significant cost savings in this area.

Recommendation:

Staff recommends approval of the attached contract for service from North Metro Animal Care and Control to allow them to continue providing services for the city of Ramsey.

Action:

Motion to adopt Resolution #20-310 extending Animal Impoundment Contract with North Metro Animal Care and Control.

Attachments

animal contract

Resolution #20-310

Form Review

Inbox	Reviewed By	Date
Jeff Katers	Jeff Katers	12/01/2020 12:41 PM
Kurt Ulrich	Kurt Ulrich	12/03/2020 11:50 AM
Kurt Ulrich	Kurt Ulrich	12/03/2020 11:51 AM
Form Started By: Tim Frankfurth		Started On: 11/23/2020 10:10 AM
Final Approval Date: 12/03/2020		

NORTH METRO ANIMAL CARE AND CONTROL

ANIMAL IMPOUND FACILITY AGREEMENT

THIS AGREEMENT, made this_____ day of _____ ,20__ by and between North Metro Animal Care and Control (NMACC) at 1662 164th Lane NW, Andover, MN 55304 hereinafter referred to as "Contractor", and the City of RAMSEY, 7550 Sunwood Drive NW, Ramsey, MN 55303, hereinafter referred to as "City".

WITNESSETH, that Contractor and City, for the consideration stated herein, mutually agree as follows:

1. **STATEMENT OF WORK.** Contractor shall furnish all labor, equipment, and services necessary to function as the designated animal impound facility for the City, as set forth below, in an efficient and workmanlike manner and in accordance with this Agreement. Contractor shall comply with all federal, state and local laws and ordinances in performing the duties as specified herein.

2. **TERM.** This Agreement shall commence on the 1st day of January, 2021 and continue through December 31, 2021, unless otherwise terminated as provided herein.

3. **CONTACTOR'S DUTIES.** Upon the request of a member of the Ramsey Police Department, Contractor shall take up and accept for impoundment any domestic animal determined to be in violation of any City Ordinance or Minnesota State Statute. All such animals received by Contractor shall be treated humanely. The Contractor agrees to comply with all state and local laws regarding waiting periods. The Contractor shall be responsible for the advertisement and publication of notice for all animals received by Contractor. And carry out other duties as requested by the Ramsey Police Department.

4. **THE CONTRACT PRICE.**

(A) When animals are unclaimed, the City shall pay the Contractor for services rendered under this agreement as follows:

1. Boarding Fees - $15.00 per calendar day, per animal.
2. Veterinary Expenses – Emergency services for unclaimed animals will be reimbursed to a maximum of $300.00/per occurrence provided receipt for services is included with the Contractor's invoice. Non-emergency Veterinary care must be for a reasonable purpose and be pre-approved by the City. Receipt for services must accompany the Contractor's invoice. The City shall have the benefit of NMACC's discount(s) with its contracted Veterinary Care Providers.
3. If pick up of an animal is requested by the Ramsey Police Department, NMACC will pick up the animal at no cost to the City.

(B) When animals are claimed by their owner, the owner shall pay all fees prior to the release of the animal. Fees for owners are as follows:

1. Minimum Fee - $45.00 per animal within the first 24 hours.
2. Boarding Fees - $25.00 per calendar day, per animal after first 24 hours.

3. Veterinary Expenses – Expenses for all Veterinary care must be reimbursed by the owner prior to the release of their animal.
4. If pick up of an animal is requested by the Ramsey Police Department, the owner will be assessed a pickup fee of $25.00 during regular business hours and $35.00 after hours, on Sundays and Legal Holidays.

5. BILLS TO CITY FOR SERVICES. Contractor shall submit bills for services rendered under this Agreement, for which City is responsible, monthly to the City, which shall be paid by the City within thirty (30) days of receipt.

6. INDEPENDENT CONTRACTOR. In rendering services hereunder, Contractor shall be an Independent Contractor and no employer/employee relationship shall arise out of or result from rendering such services to City. Contractor and its employees will acquire no rights to tenure, workers compensation benefits, re-employment compensation benefits, medical and hospital benefits, sick and vacation leave, severance pay, pension benefits or other rights or benefits offered to employees of the City, its department or agencies. All persons employed by Contractor shall be the sole and exclusive employees of Contractor and shall be paid by Contractor. In connection with the employment of said employees during the term of this Agreement, Contractor shall accept full and exclusive liability for all applicable social security, unemployment, workers' compensation, or other employment taxes or contributions of insurance, and all employee benefits, and shall comply with all federal and state laws and regulations relating to employment generally, minimum wages, social security, unemployment insurance, and workers' compensation. Certificates evidencing compliance with the foregoing shall be submitted to the City as reasonably requested by the City. Contractor shall indemnify, defend, and hold harmless the City, its councilmembers, officers, agents, servants, and employees from all liability, loss, costs, and expenses, including reasonable attorney's fees, which may be imposed in connection with employees of Contractor.

7. REPRESENTATION. The Contractor represents that he/she employs employees who are properly trained to perform the services contemplated in this Agreement, and if required by the State, are certified by the State of Minnesota.

8. LICENSES AND PERMITS. Contractor shall, at its own expense, procure all necessary licenses and permits required to fulfill its obligations under this Agreement.

9. THIRD PARTY BENEFICIARIES. This Agreement is for the sole and exclusive benefit of the Parties hereto and their respective successors and assigns, and no third parties are intended to or shall have any rights hereunder.

10. ASSIGNMENTS; SUBCONTRACTS. The duties and obligations of Contractor contained in this Agreement may not be delegated, assigned, or subcontracted out to

another party either directly or indirectly without the prior written consent of the City, which consent may be withheld in the City's sole discretion. No such delegation or subcontract, if approved by the City, shall relieve Contractor of its obligations hereunder.

11. INSURANCE. Contractor shall, at its own expense, procure insurance to include, but not be limited to, liability insurance covering bodily injury, death and property damages, worker's compensation, and commercial general liability, in a form and amount acceptable to City, and by a company admitted and licensed to issue said policies in the State of Minnesota. The insurance specified may be in a policy or policies of insurance, primary or excess. All such insurance shall name the City as an additional insured, and shall not be cancelable on less than thirty (30) days written notice to City by the insurer. Such insurance shall be in full force and effect on the date of execution of this Agreement and shall remain continuously in full force and effect for the duration of this Agreement, and shall be evidenced by a Certificate(s) of Insurance provided to City.

12. IDEMNIFICATION. Contractor agrees to defend, indemnify and hold harmless the City, along with its officers and employees, from any liabilities, claims, damages, costs, judgments, and expenses, including attorney's fees, resulting directly or indirectly from any act or omission of Contractor, its employees or its agents, in the performance of the services provided by this Agreement or by reason of the failure of Contractor to fully perform, in any respect, any of its obligations under this Agreement. Further, City shall not be liable for any loss suffered by Contractor due to personal injury or because of damage to, or destruction of, any property, or any loss of profits or other consequential damages or any inconveniences.

13. NOTICES AND COMMUNICATIONS: All notices and communications provided for in this Agreement shall be in writing and shall be personally delivered or sent by a reputable private commercial courier service or sent by United States registered or certified mail, postage pre-paid, return receipt requested, to the Parties at the address set forth in the opening paragraph of this Agreement. Notice shall be deemed effective upon receipt when delivered personally, or upon mailing.

14. TERMINATION. The City may terminate this Agreement at any time upon thirty (30) days prior written notice to Contractor. In the event of a breach or non-performance of this Agreement by Contractor, City may terminate this Agreement immediately upon written notice to Contractor.

15. FORMALITIES. Any change to or modification of this Agreement must be in writing signed by both Parties. This Agreement may be executed in one or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one in the same instrument. The captions for each section of this Agreement are intended for convenience only and shall not be deemed to construe or limit in any manner this Agreement. This Agreement is separate and independent of any other document, agreement, or understanding of the Parties. This Agreement constitutes the entire agreement of the Parties with respect to the matters addressed herein.

16. SEVERABILITY: If any one or more of the provisions of this Agreement, or any application thereof, shall be found to be invalid, illegal, or otherwise unenforceable by a court of competent jurisdiction, the validity, legality, and enforceability of the remaining provisions or any application thereof shall not in any way be effected or impaired thereby.

17. APPLICABLE LAW: This Agreement is governed by and is to be interpreted pursuant to the laws of the State of Minnesota. City and Contractor each hereby consent to the personal jurisdiction of the District Court of Anoka County, Minnesota, in any action, suit, or proceeding arising under this Agreement and agree that any such action, suit, or proceeding shall be venued in such court and agree to waive any objection based on forum non convenience to the bringing of any action in such court.

MINNESOTA DATA PRACTICES ACT NOTICE:

(a) If a government entity enters into a contract with a private person to perform any of its functions, all of the data created, collected, received, stored, used, maintained, or disseminated by the private person in performing those functions is subject to the requirements of this chapter and the private person must comply with those requirements as if it were a government entity. All contracts entered into by a government entity must include a notice that the requirements of this subdivision apply to the contract. Failure to include the notice in the contract does not invalidate the application of this subdivision. The remedies in section 13.08 apply to the private person under this subdivision.

(b) This subdivision does not create a duty on the part of the private person to provide access to public data to the public if the public data are available from the government entity, except as required by the terms of the contract. *Ref Minnesota State Statutes 13.05 subd. 11*

IN WITNESS THEREOF, the parties have executed this Agreement on the day and year appearing opposite their signatures below.

CONTRACTOR

Date:_____

By: _____
Its: _____

CITY OF RAMSEY

Date:_____

By: _____
Chief of Police

Date:_____

Attested by:

_____
City Clerk

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #20-310

RESOLUTION TO EXTEND ANIMAL IMPOUNDMENT CONTRACT WITH NORTH METRO ANIMAL CARE AND CONTROL

WHEREAS, the city of Ramsey is currently under contract with North Metro Animal Care and Control for animal impound services; and

WHEREAS, while the City has had previously contracted with the City of Anoka for said services, but discontinued this service offering in 2019; and

WHEREAS, the City of Ramsey began contracting with North Metro Animal Care and Control in 2020 and requires extension of said contract.

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

1. The contract with North Metro Animal Care and Control is extended until December 31, 2021.
2. The Mayor and City Administrator are authorized to execute an amendment to the contract extending the date in said contract.

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

and the following voted against the same:

and the following abstained:

and the following were absent:

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 8th day of December, 2020.

CC Regular Session **5. 30.**

Meeting Date: 12/08/2020

By: Colleen Lasher, Administrative Services

Information

Title

Adopt Resolution #20-311 to Approve a Position Reclassification

Purpose/Background:

The purpose of this case is for the Council to consider reclassifying one current city position to Deputy City Clerk.

As background, the employee performing the duties of the Deputy City Clerk, Ms. Katie Schmidt, is currently titled Confidential Administrative Assistant. Her role, since 2018 has largely been that of a Deputy City Clerk, which aligned with the timing of the full-time City Clerk going to part-time. Ms. Schmidt has nearly completed the three year City Clerk certification which will be done as soon as the COVID-19 situation settles down enough for her to attend the last week of training. It should be noted, the certification is not a requirement of working as a Deputy City Clerk.

It may be of interest to know that the Deputy City Clerk is not a new position to the City. When the former Deputy City Clerk left, restructures occurred and positions evolved in the Administrative Services Department and the position of Deputy City Clerk was not refilled.

In late 2019, the former part-time City Clerk retired and the Administrative Services Director, Ms. Colleen Lasher, became the City Clerk. The Administrative Services Director has a broad role and relies on the current Confidential Administrative Assistant, Ms. Katie Schmidt for Deputy City Clerk duties.

This reclassification was included as part of the budgeting discussions and are accounted for in the 2021 budget. Reclassifications are processed in order to accurately classify and compensate employees. They reinforce the City's desire to maintain a strong and effective organization and to retain high performing employees. Retention of high performing employees serves as a safety net to staffing, sometimes referred to as three-deep, or simply having back-up. The role of the City Clerk and Deputy City Clerk are critical to municipal government.

The primary objectives of the position are to serve as the City's Deputy City Clerk by performing a variety of responsible and confidential administrative support functions for the City Clerk and Administrative Services Department. This may include, but is not limited to election coordination, ordinance management and city code changes, publication of election and ordinance legal notices and assisting with board and commission recruitment. This position also backs up work processes such as workers' compensation and accident reporting, assisting with posting City agendas and assisting with other tasks as assigned -- all in pursuit of the City's strategic initiatives.

Notification:

As stated, the reclassification listed above was discussed as part of the 2021 budgeting process and have been included in the 2021 City budget. The administrative assistant position does not require back filling.

Observations/Alternatives:

Observations/Alternatives:

Option #1: Reclassify the position as described.
Option #2: Do not reclassify the position as described.

The pros and cons of the above action is tied to the Strategic Plan. The key reason to reclassify the position is to more accurately recognize the job functions that the employee are performing and to proactively work to retain the City's talent--reducing the risk of turnover costs and loss of institutional knowledge.

Funding Source:

The 2021 funding required for this action has been accounted for in the 2021 budget at approximately $1752.00.

Recommendation:

Staff recommends option #1 to reclassify the Confidential Administrative Assistant to Deputy City Clerk.

Action:

Motion to adopt resolution #20-311 to Approve a Position Reclassification, effective as of January 1, 2021, as follows:

1) Reclassify the current Confidential Administrative Assistant, Katie Schmidt, to Deputy City Clerk, at step 2 of the Deputy City Clerk wage scale, which at the time of this writing is $26.787 per hour based on 2020 wages, following approval of the 2021 budget, the hourly pay shall be updated to the 2021 scale.

Attachments

Res. 20-311

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	12/03/2020 02:18 PM
Form Started By: Colleen Lasher		Started On: 11/19/2020 11:19 AM
Final Approval Date: 12/03/2020		

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #20-311

RESOLUTION TO APPROVE A POSITION RECLASSIFCATION

WHEREAS, the strategic plan identifies the City Council's desire to maintain an effective organization and to reclassify jobs in an effort to retain employees; and

WHEREAS, staff identified one positions to be addressed at this time; and

WHEREAS, the 2021 budget accounts for the position reclassifications; and

WHEREAS, staff recommends the City Council reclassify the Confidential Administrative Assistant to Deputy City Clerk.

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

1) Motion to adopt resolution #20-311 as follows:

1) Reclassify the current Confidential Administrative Assistant, Ms. Katie Schmidt, to Deputy City Clerk, effective January 1, 2021, at step 2 of the Deputy City Clerk wage which at the time of this writing is $26.787 per hour based on 2020 wages, following approval of the 2021 budget, the hourly pay shall be updated to the 2021 scale.

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

and the following voted against the same:

and the following abstained:

and the following were absent:

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 8th day of December, 2020.

_____
Mayor

ATTEST:

_____
City Clerk

CC Regular Session **5. 31.**

Meeting Date: 12/08/2020

By: Colleen Lasher, Administrative Services

Information

Title

Adopt Resolution #20-296 Hiring Temporary Ice Rink Attendants

Purpose/Background:

The purpose of this case is to request authorization to hire Temporary Ice Rink Attendants. Annually, the City employs Temporary Ice Rink Attendants to supervise and perform various tasks at Central Park and Ramsey Elementary School ice rinks, warming houses and grounds for approximately ten weeks. The process to hire Temporary Ice Rink Attendants includes an open competitive recruitment, interviews, verifying qualifications and backgrounds, orientation, and City Council authorization to hire.

Governor's Executive Order

If the current Executive Order #20-99 is extended, the City will not be able to open the Warming Houses and therefore attendants will not be necessary to work at the rinks. However, attendants must still be hired in order to conduct the required orientation, which is scheduled for December 10, 2020. Under current orders, the City may still open the rinks, but the warming houses would not be able to be opened until December 19, 2020. This information will be shared with candidates.

Funding Source:

The funding required to hire the 2020/2021 temporary ice rink attendants is included in the annual budget.

Recommendation:

Staff recommends hiring Mr. Jackson Dehen, Mr. Andrew Klocker, Mr. Jacob Marcoux, Ms. Jessica Medenwaldt, Ms. Sydney Meyer, Ms. Hailey Peterson, Ms. Cathryn Weishair and Ms. Elizabeth Witter as Temporary Ice Rink Attendants, all within the Rink Attendant pay scale which is $10.08 to $10.58 per hour; effective on or near December 10, 2020.

Action:

Motion to adopt resolution #20-296 to hire, Mr. Jackson Dehen, Mr. Andrew Klocker, Mr. Jacob Marcoux, Ms. Jessica Medenwaldt, Ms. Sydney Meyer, Ms. Hailey Peterson, Ms. Cathryn Weishair and Ms. Elizabeth Witter as Temporary Ice Rink Attendants, all within the Rink Attendant pay scale which is $10.08 to $10.58 per hour; effective on or near December 10, 2020.

Attachments

Resolution #20-296

Form Review

Inbox	Reviewed By	Date
Colleen Lasher (Originator)	Colleen Lasher	12/03/2020 09:54 AM
Kurt Ulrich	Kurt Ulrich	12/03/2020 12:13 PM
Form Started By: Colleen Lasher		Started On: 12/01/2020 03:25 PM
Final Approval Date: 12/03/2020		

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #20-296

RESOLUTION HIRING TEMPORARY ICE RINK ATTENDANTS

WHEREAS, annually the City employs Temporary Rink Attendants to supervise and perform various tasks at Central Park and Ramsey Elementary School ice rinks, warming houses and grounds for approximately 10 weeks; and

WHEREAS, staff recruited for, interviewed, and selected qualified candidates; and

WHEREAS, the candidates have passed the pre-employment screening process; and

WHEREAS, staff recommends hiring as Mr. Jackson Dehen, Mr. Andrew Klocker, Mr. Jacob Marcoux, Ms. Jessica Medenwaldt, Ms. Sydney Meyer, Ms. Hailey Peterson, Ms. Cathryn Weishair and Ms. Elizabeth Witter as Temporary Ice Rink Attendants, all within the Rink Attendant pay scale which is $10.08 to $10.58 per hour; effective on or near December 10, 2020.

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

Motion to adopt resolution #20-296 to do the following:

1) Hire Mr. Jackson Dehen, Mr. Andrew Klocker, Mr. Jacob Marcoux, Ms. Jessica Medenwaldt, Ms. Sydney Meyer, Ms. Hailey Peterson, Ms. Cathryn Weishair and Ms. Elizabeth Witter all within the Rink Attendant pay scale which is $10.08 to $10.58 per hour; effective on or near December 10, 2020.

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

and the following voted against the same:

and the following abstained:

and the following were absent:

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 8th day of December, 2020.

Mayor

ATTEST:

City Clerk

CC Regular Session **6. 1.**

Meeting Date: 12/08/2020

By: Diana Lund, Finance

Information

Title:

PUBLIC HEARING - Adopt Resolution #20-290 Adopting the City's 2021-2030 Capital Improvement Plan (CIP)

Purpose/Background:

Purpose: The 2021-2030 Capital Improvement Plan (CIP) is a strategic planning tool to assist the City Council in identifying proposed capital improvement projects over the next ten years.

The Capital Improvement Plan (CIP) is a long-term financial plan of at least five years that consists of projects and facilities that are, or will be needed by the City in carrying out the future needs for the public health, safety and welfare of the City. The City's charter directs that a five-year capital improvement plan will be adopted annually. The City is undertaking a 10-year plan for years 2021-2030.

The CIP has been prepared in an attempt to anticipate major capital expenditures in advance of the year in which they are budget requests. Further, several projects may interrelate or require other improvements prior to initiation which would cause delays without prior planning. Additionally, projects may require budgeting over several years or receipt of funds from other sources (i.e. grants) requiring planning completion prior to the funding year. Finally, the plan enables a snapshot of the identified capital needs of the community allowing for continual prioritization of these needs.

Approval of the CIP by Council does not authorize spending or initiation of a given project. It does, however, provide a guide for the community for a whole array of private and public decision-making, impacted by public capital expenditures. It shall further be noted that initial project design of public infrastructure projects identified within this plan often begins two years or more prior to the date of construction. Also, the CIP reflects priorities for projects and equipment that have been identified as priorities in the City's adopted Strategic Plan.

The CIP is not intended to provide for precise budgeting. Capital costs are projected as estimates. Upon each update of the plan, deletions, additions, delays, or other revisions may occur, reflecting changing community needs. These changes allow for budget refinements as a particular project nears actual construction.

Each project includes preliminary funding sources and appropriate background information citing needs and projected cost estimates.

A supplemental section titled 'Future Consideration Projects' has also been included. This is a listing of park projects that are contingent upon availability of resources. These projects are unfunded and unscheduled until resources become available.

Notification:

The draft document of the 2021-2030 was presented at the Work Sessions of November 10 and November 24, 2020. Staff was directed to update the priority of the Highway 10 improvements from a Priority #5 to a Priority #2 which has been completed and reflected in the final document that is attached.

The request for the public hearing was adopted at the regular City Council meeting of November 24, 2020 and the notice was posted in the Union.

Observations/Alternatives:

Options:
1. Adopt Plan as outlined noting that this is a planning tool only and not the authorization of any one project listed.
2. Take no Action at this time for further review of each project. Per the City Charter, at least a five-year Capital Improvement
Program (CIP) needs to be adopted annually.

Funding Source:

Each project contained within the 2021-2030 Capital Improvement Program states the respective funding source(s).

Recommendation:

Staff recommends Option #1 to adopt the 2021-2030 Capital Improvement Plan that is attached noting that this is a forecasting tool and not actual, committed projects and expenditures.

Action:

Motion to adopt Resolution #20-290 adopting the City of Ramsey's 2021-2030 Capital Improvement Plan (CIP).

Attachments

2021-2030 CIP

2021-2030 Parks Supplemental

Reso #20-290 Adopting 2021-2030 CIP

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	12/03/2020 12:00 PM
Form Started By: Diana Lund		Started On: 11/30/2020 09:30 AM
Final Approval Date: 12/03/2020		

CITY OF RAMSEY
CAPITAL IMPROVEMENT PROGRAM
2021-2030

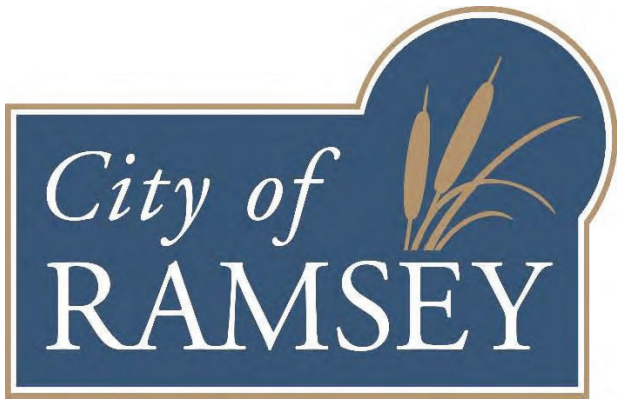
The Capital Improvement Program document is a planning tool maintained by the city to identify future projects, related expenditures, and funding sources. All projects designated in the Capital Improvement Program are contingent upon availability of resources during the planned year. The total expenditure of projects includes city-funded sources as well as other resources such as grants, fees, bonding, etc.











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CITY OF RAMSEY
2021-2030
CAPITAL IMPROVEMENT PLAN

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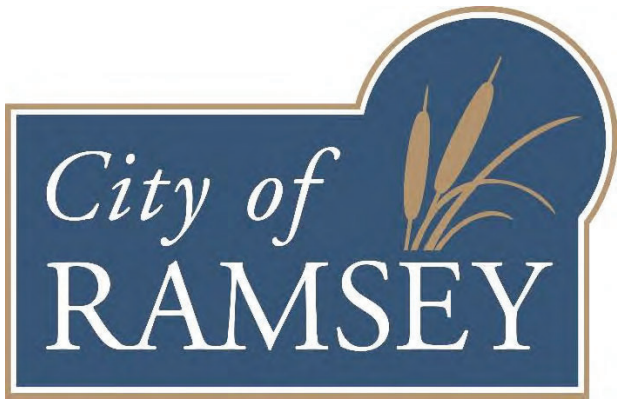
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INTRODUCTORY SECTION

CITY OF RAMSEY

CAPITAL IMPROVEMENT/CAPITAL OUTLAY PLAN

2021-2030

Enclosed is the Ramsey Capital Improvements/Capital Outlay Plan (CIP) for the years 2021-2030. It has been prepared in an attempt to anticipate major capital expenditures in advance of the year in which they are budget requests. Further, several projects may interrelate or require other improvements prior to initiation, which would cause delays without prior planning. Additionally, projects may require budgeting over several years or receipt of funds from other sources (i.e. grants) requiring planning completion prior to the funding year. Finally, the plan enables a snapshot of the identified capital needs of the community allowing for continual prioritization of these needs.

The process for completing the 2021-2030 CIP was much the same as the process for the 2021 General Fund Budget. Project requests were submitted by all divisions and reviewed by the Management Team and appropriate supervisors to establish the feasibility and priority of the projects and match with available financing.

CAPITAL IMPROVEMENT PLAN GOALS
ACKNOWLEDGE AND COMMUNICATE PUBLIC INFRASTRUCTURE PRIORITIES AND DYNAMICS
ENSURE APPROPRIATE RESPONSES TO CHANGING INFRASTRUCTURE NEEDS AND DEMANDS
DEVELOP A FINANCIAL ASSESSMENT OF CAPITAL RESOURCES AVAILABLE TO MEET FUTURE CAPITAL PROJECT NEEDS
ENCOMPASS THE CITY'S STRATEGIC PLAN'S IMPERATIVES: FINANCIAL STABILITY; A CONNECTED COMMUNITY; SMART, CITIZEN-FOCUSED GOVERNMENT; AN EFFECTIVE ORGANIZATION

Approval of the CIP by Council does not authorize spending or initiation of a given project. It does, however, provide a guide for the community for a whole array of private and public decision-making, impacted by public capital expenditures. Therefore, the CIP should receive ratification only if the Council perceives actions contemplated within the plan as reasonable and planned within justified time frames. It shall further be noted that initial project design of public infrastructure projects identified within this plan often begins two years or more prior to the date of construction.

The CIP is not intended to provide for precise budgeting. Capital costs are projected as estimates. Upon each update of the plan, deletions, additions, delays, or other revisions may occur, reflecting changing community needs. These changes allow for budget refinements as a particular project nears actual construction.

Capital improvements are improvements to land, streets, parks, utilities and buildings. This plan shows improvements with revenues projected from various funding sources. Improvements from the General Fund are those requiring a tax levy, referendum or similar other authority resulting in listed projects being less than certain. The other funding sources (except for intergovernmental revenue - grant funds) have increased stability over the general fund projects.

Specific information on the funding sources for each project is shown under the individual project. Cash flow projections are completed to examine the long-term stability of each fund and its ability to provide for planned expenditures.

Potential funding sources for capital improvement expenditures may include:

- General Fund
- Capital Equipment Certificates
- General Obligation Bonds
- CIP General Obligation Bonds*
- Tax Increment Financing
- Developer Fees
- Grants/Outside Sources
- Utility Funds (Water, Sewer, Recycling, Street Lights, Storm Water)
- Special Revenue Funds (Equipment Revolving, Fleet, Lawful Gambling, Storm Water Management)
- Capital Project Funds (Facility, Landfill, MSA, Park Improvement, Public Improvement Revolving (PIR), Pavement Management Fund)
- Special Assessments

**Only City Hall, Public Works facilities and Public Safety facilities may be financed with CIP General Obligation bonds under the CIP Act (Minnesota Statutes Chapter 475). Other capital improvements described in this plan as being financed under General Obligation Bonds may be financed with special assessment bonds under Minnesota Statutes, Chapter 429 and utility revenue bonds under Minnesota Statutes, Chapter 444.*

For a City to use its authority to finance expenditures under the CIP Act, it must meet the requirements provided therein. Specifically, the City Council must approve the sale of capital improvement bonds by a two-thirds vote of its membership. In addition, it must hold a public hearing for public input. Notice of such hearing must be published in the official newspaper of the City at least fourteen, but not more that twenty-eight days prior to the date of the public hearing. The City Council approves the CIP following the public hearing.

The bonds are not subject to referendum unless, within 30 days after the hearing, a petition is filed with the City Administrator signed by voters equal to at least five percent of the votes cast in the last general City election. In that event, the bonds are subject to a referendum, and may be issued only if approved by a majority of voters who vote on that question. If the referendum passes, the taxes to pay the debt service on the bonds would be levied on market value rather than tax capacity. However, if no timely petition is filed, the taxes to pay debt service are levied on tax capacity.

The CIP Act has established certain criteria that must be met. In accordance with these criteria, the City has considered the following eight points:

1. Condition of the City's infrastructure and need for the project
2. Demand for the improvement
3. Cost of the improvement
4. Availability of public resources
5. Level of overlapping debt
6. Const/benefits of alternative uses of funds
7. Operating costs of the proposed improvements
8. Options for shared facilities with other cities or local governments.

OVERVIEW SECTION

City of Ramsey, Minnesota

Capital Improvement Program

2021 thru **2030**

CATEGORY SUMMARY

Category	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Capital Equipment	1,090,200	643,000	1,079,000	927,000	1,617,000	1,017,500	499,000	647,800	1,204,000	507,500	*9,232,000*
Municipal Building	75,000	67,000	40,000	15,000			221,300		20,000,000		*20,418,300*
Park Improvement	1,758,000	630,000	200,000	600,000	601,000	55,000					*3,844,000*
Sewer Utility Improvement	40,000		95,000								*135,000*
Storm Water Utility Improvement	100,000	30,000					350,000				*480,000*
Street Improvement	13,030,472	21,542,760	21,758,150	49,423,262	48,056,410	8,226,670	2,977,480	3,417,275	3,260,240	2,981,440	*174,674,159*
Street Light Utility Improvement	185,000										*185,000*
Water Utility Improvement	20,330,000	13,960,000	55,000		1,600,000						*35,945,000*
TOTAL	**36,608,672**	**36,872,760**	**23,227,150**	**50,965,262**	**51,874,410**	**9,299,170**	**4,047,780**	**4,065,075**	**24,464,240**	**3,488,940**	***244,913,459***

City of Ramsey, Minnesota

Capital Improvement Program

2021 thru **2030**

FUNDING SOURCE SUMMARY

Source	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Capital Maintenance Fund	75,000	47,000	40,000	15,000							*177,000*
Equipment Revolving Fund	70,200							417,800			*488,000*
Facility Fund		20,000									*20,000*
General Fund		643,000	786,000	698,000	1,392,000	1,017,500	499,000	152,000	750,000	507,500	*6,445,000*
Grants/Outside Sources	9,616,899	19,000,000	18,000,000	43,750,000	43,800,000						*134,166,899*
Landfill Fund	1,038,000										*1,038,000*
Lawful Gambling Fund					150,000						*150,000*
MSA	945,000	426,600	1,482,500	2,068,875	1,000,000	350,000	806,300	859,125	1,045,500	937,000	*9,920,900*
Park Improvement Trust Fund	1,700,000	630,000		350,000	201,000	55,000					*2,936,000*
Pavement Management Fund	2,128,700	1,885,000	1,934,000	1,925,000	1,733,100	2,059,700	1,903,500	2,247,500	1,972,900	1,773,400	*19,562,800*
Public Improvement Revolving Fund	59,023			1,000,000	1,000,000	206,000					*2,265,023*
Sewer Utility Fund	50,000	9,000,000	95,000	196,500		41,000		39,000	437,000		*9,858,500*
Storm Water Utility Fund	430,850	261,160	634,650	344,387	398,310	831,970	617,680	310,650	241,840	271,040	*4,342,537*
Street Light Utility Fund	185,000					196,000					*381,000*
Tax Increment Fund #1						1,050,000					*1,050,000*
Tax Increment Fund #14 (BONDING)					400,000	500,000					*900,000*
Tax Increment Fund #2						2,217,000					*2,217,000*
To Be Determined			200,000	200,000	200,000		221,300		20,000,000		*20,821,300*
Water Utility Fund	20,310,000	4,960,000	55,000	417,500	1,600,000	775,000		39,000	17,000		*28,173,500*
GRAND TOTAL	**36,608,672**	**36,872,760**	**23,227,150**	**50,965,262**	**51,874,410**	**9,299,170**	**4,047,780**	**4,065,075**	**24,464,240**	**3,488,940**	***244,913,459***

Capital Improvement Plan - Priority Codes & Definitions

Priority	
1	**Existing Obligations - High Priority: Year 2021 or 2022** Projects under this priority are previously committed to or are replacements Example: Road reconstructions, equipment replacement
2	**New Addition - High Priority: Year 2021 or 2022** Projects under this priority are needed, but have no previous commitments Example: Road extensions, additional park amenities
3	**Existing Obligations - Medium Priority: Year 2023-2030** Projects under this priority are previously committed to or are replacements but not as urgent to fulfull as those in priority 1 Example: 5th year forward of road reconstructions; equipment replacement
4	**New Addition - Medium Priority: Year 2023-2030** Projects under this priority are needed, but have no previous commitments but need is not as great as those listed in priority 2 Example: Public Works Campus; new capital equipment
5	**Opportunity Driven/Unfunded/Placeholder** Projects under this priority are development driven and/or have outside funding capacities such as grants and/or placeholders for projects that may occur after year 2030. Full funding on these projects have not been determined. Example: Highway 10 improvements; Community Center

City of Ramsey, Minnesota

Capital Improvement Program

Data in Year 2021 and 2030

PROJECTS BY YEAR & PRIORITY

Project Name	Department	Project #	Priority	Project Cost
2021				
Priority 1-Existing Obligation (High)				
Police Copier - File Room	Capital Equipment	*17-IT-004*	1	10,500
Police Copier - Patrol	Capital Equipment	*17-IT-005*	1	7,500
Replace Engine 11 (556) - Payable over 2 years	Capital Equipment	*FIRE-503*	1	325,000
2021 Chev Impala Replace 2013 Chev Malibu #334	Capital Equipment	*POL-334*	1	33,000
2020 Chev Tahoe Replace 2016 Chev Tahoe #361	Capital Equipment	*POL-372*	1	41,000
Replace 2001 John Deere Mower: Unit #635	Capital Equipment	*PW-635*	1	20,000
Replace-2004 Snowplow Truck: Unit #644	Capital Equipment	*PW-644*	1	212,500
Replace 2004 Tool Cat	Capital Equipment	*PW-645*	1	57,500
Replace Sidewalk Machine: Unit #655	Capital Equipment	*PW-655*	1	146,500
Replace 2008 Bobcat Skidster: Unit #671	Capital Equipment	*PW-671*	1	61,000
Replace 2010 Chevy 1- Ton Truck #675	Capital Equipment	*PW-675*	1	63,000
Replace 2013 Toro Wide Area Mower: Unit #679	Capital Equipment	*PW-697*	1	92,000
Replace PW Utility Trailer	Capital Equipment	*PW-711*	1	11,500
Replace 2006 Bison Trailer: Unite #648	Capital Equipment	*PW-712*	1	9,200
City Hall Exterior Lighting	Municipal Buildings	*20-BLDG-001*	1	40,000
City Hall Landscaping	Municipal Buildings	*20-BLDG-002*	1	15,000
Police Department Floor Replacement	Municipal Buildings	*20-BLDG-003*	1	5,000
Repair Roof on City Hall	Municipal Buildings	*20-BLDG-004*	1	15,000
Replace Pumps at Lift Station #6	Sewer Utility	*19-SEW-002*	1	40,000
Sunwood Drive Roundabout Landscaping	Street Improvements	*15-STR-003*	1	20,000
Reconstruction Streets: Riverdale Drive	Street Improvements	*17-STR-003*	1	836,000
Reconstruction Streets: Section 07 (Tiger Street)	Street Improvements	*17-STR-003A*	1	359,480
2021 MSA Overlays	Street Improvements	*21-STR-001*	1	203,500
2021 Neighborhood Overlays	Street Improvements	*21-STR-002*	1	414,590
Business Park 95 Street Reconstruction	Street Improvements	*21-STR-003*	1	1,567,500
Complete Pump House 3	Water Utility	*04-WTR-005*	1	240,000
Refurbish Water Tower #2	Water Utility	*14-WTR-001*	1	20,000
Refurbish Water Tower #1	Water Utility	*14-WTR-002*	1	20,000
			Total for: Priority 1	4,886,270
Priority 2-New Addition (High)				
Elmcrest Park & The Draw Entrance Monument & Sign	Park Improvements	*04-PARK-003*	2	80,000
Observation boardwalk - Lake Itasca	Park Improvements	*06-PARK-011*	2	60,000
Observation deck on the Mississippi E of Dolomite	Park Improvements	*06-PARK-015*	2	100,000
Park Development in The COR	Park Improvements	*08-PARK-005*	2	1,200,000
Bark Park Shelter-Alpine Park	Park Improvements	*17-PARK-005*	2	58,000
Northfork North Trail Connection	Park Improvements	*17-PARK-007*	2	150,000
Amphitheater Lighting	Park Improvements	*18-PARK-003*	2	40,000
Aeration for Sunfish Lake & The Draw	Park Improvements	*18-PARK-005*	2	40,000
Outlet Control Structure Improvements	Stormwater Utility	*19-STRM-001*	2	100,000
HWY 10 and BNSF RR Grade Separation at Ramsey Blvd	Street Improvements	*16-STR-002*	2	4,500,000
HWY 10 & BNSF RR Grade Separation at Sunfish Lk Bl	Street Improvements	*16-STR-003*	2	5,000,000

Project Name	Department	Project #	Priority	Project Cost
CSAH 116 & TH 47 Intersection Improvements	Street Improvements	*21-STR-004*	2	129,402
Bunker Lake Blvd & Puma Street Lights	Street Light Utility	*19-STLT-001*	2	100,000
Riverdale Drive Street Lights	Street Light Utility	*19-STLT-002*	2	85,000
Water Treatment Facility	Water Utility	*04-WTR-017*	2	20,000,000
			Total for: Priority 2	31,642,402
Priority 5-Opportunity/Unfunded/Placeholder				
Trail Connections	Park Improvements	*06-PARK-019*	5	30,000
Construct Well #9 and Pumphouse #5	Water Utility	*16-WTR-002*	5	50,000
			Total for: Priority 5	80,000
	Total for 2021			**36,608,672**

2022

Priority 1-Existing Obligation (High)				
Universal Power Supply Replacement	Capital Equipment	*17-IT-008*	1	30,000
Replacement Extrication Tools R-11	Capital Equipment	*FIRE-565*	1	50,000
Replace Training Room Tables/Chairs	Capital Equipment	*FIRE-577*	1	20,000
Replace Maintenance Utility Tractor #409	Capital Equipment	*GENGOV-002*	1	55,000
2021 Ford Explorer Replace 2016 Ford Explorer #351	Capital Equipment	*POL-335*	1	32,000
2022 Ford Taurus Replace 2018 Ford Taurus #383	Capital Equipment	*POL-366*	1	33,000
2022 Ford Taurus Replace 2018 Ford Taurus #384	Capital Equipment	*POL-367*	1	33,000
2022 Ford Explorer Relace 2018 Ford Explorer #372	Capital Equipment	*POL-368*	1	32,000
2022 Chev Tahoe Replace 2018 Chev Tahoe #373	Capital Equipment	*POL-369*	1	37,000
Replace Engr Car #407 With Chevy Impala	Capital Equipment	*PW-407*	1	24,000
Replace 2000 Asphalt Trailer	Capital Equipment	*PW-613*	1	37,000
Replace 2006 Tandem Axle Plow Truck Unit #668	Capital Equipment	*PW-668*	1	260,000
Replace City Hall Carpeting	Municipal Buildings	*20-BLDG-005*	1	15,000
Resurface Fire #1 Apparatus Bay Floor Resurfacing	Municipal Buildings	*21-BLDG-001*	1	20,000
Fire 1 Apparatus Bay Paint	Municipal Buildings	*21-BLDG-002*	1	12,000
River's Bend South Shelter Replacement	Park Improvements	*21-PARK-001*	1	50,000
Reconstruction Streets: Autumn Heights	Street Improvements	*17-STR-005*	1	974,050
Reconstruction Streets:MSA Waco St-Sunwood Dr/150	Street Improvements	*19-STR-018*	1	135,850
2022 MSA Overlays	Street Improvements	*21-STR-005*	1	68,750
2022 Neighborhood Overlays	Street Improvements	*21-STR-006*	1	1,099,450
MSA - Sunwood Drive Street Reconstruction	Street Improvements	*21-STR-007*	1	264,660
Refurbish Water Tower #2	Water Utility	*14-WTR-001*	1	1,280,000
Refurbish Water Tower #1	Water Utility	*14-WTR-002*	1	680,000
			Total for: Priority 1	5,242,760
Priority 2-New Addition (High)				
Storage Building at Fire Station 1	Municipal Buildings	*18-BLDG-002*	2	20,000
Additional Land for Central Park	Park Improvements	*15-PARK-01*	2	250,000
Lake Itasca Park - Parking, Trail & Canoe System	Park Improvements	*18-PARK-004*	2	250,000
HWY 10 and BNSF RR Grade Separation at Ramsey Blvd	Street Improvements	*16-STR-002*	2	9,000,000
HWY 10 & BNSF RR Grade Separation at Sunfish Lk Bl	Street Improvements	*16-STR-003*	2	10,000,000
Water Treatment Facility	Water Utility	*04-WTR-017*	2	12,000,000
			Total for: Priority 2	31,520,000
Priority 3-Existing Obligation (Med)				
Stormwater Drainage Improvements	Stormwater Utility	*12-STRM-001*	3	30,000
			Total for: Priority 3	30,000
Priority 5-Opportunity/Unfunded/Placeholder				

Project Name	Department	Project #	Priority	Project Cost
Trail Connections	Park Improvements	*06-PARK-019*	5	80,000
			Total for: Priority 5	80,000
	Total for 2022			**36,872,760**

2023

Priority 2-New Addition (High)

HWY 10 and BNSF RR Grade Separation at Ramsey Blvd	Street Improvements	*16-STR-002*	2	8,000,000
HWY 10 & BNSF RR Grade Separation at Sunfish Lk Bl	Street Improvements	*16-STR-003*	2	10,000,000
			Total for: Priority 2	18,000,000

Priority 3-Existing Obligation (Med)

Engineering Plotter Replacement	Capital Equipment	*17-IT-011*	3	10,000
Refurbish Tanker 11 (501)	Capital Equipment	*FIRE-501*	3	25,000
Replace Rescue 11 (559)	Capital Equipment	*FIRE-564*	3	180,000
Replace Fire Duty Officer Vehicle (570)	Capital Equipment	*FIRE-570A*	3	45,000
2020 Ford Explorer Replace 2005 F150 #359	Capital Equipment	*POL-359*	3	37,000
2023 Ford Explorer Replace 2019 Ford Explorer #3XX	Capital Equipment	*POL-377*	3	34,000
2023 Chev Tahoe Replace 2019 Chev Tahoe #3XX	Capital Equipment	*POL-378*	3	42,500
2023 Chev Tahoe Replace 2019 Chev Tahoe #3XX	Capital Equipment	*POL-379*	3	42,500
Replace 2004 Tree Spade	Capital Equipment	*PW-002*	3	52,000
Replace 2006 3/4 Ton Truck 2x4 Unit #654	Capital Equipment	*PW-654*	3	31,000
Replace 2007 Chevy Pickup: Unit #665	Capital Equipment	*PW-665*	3	27,000
Replace 2007 International Water Truck: Unit #669	Capital Equipment	*PW-669*	3	136,000
Replace Unit 676- 2010 4 Wheel Drive 1ton	Capital Equipment	*PW-676*	3	68,000
Replace Unit 678 2013-1ton Truck w/ Plow Equipment	Capital Equipment	*PW-678A*	3	62,000
Replace 2014-1Ton Truck w/ Plow Equipt: Unit #680	Capital Equipment	*PW-680*	3	62,000
Replace 2016 Street Sweeper - Unit #691	Capital Equipment	*PW-691A*	3	225,000
Replace City Hall Caulking & Grout	Municipal Buildings	*20-BLDG-006*	3	15,000
Replace Pumps at Lift Station #2	Sewer Utility	*19-SEW-003*	3	35,000
Reconstruction Streets: Barthels Rum River Acres 2	Street Improvements	*19-STR-001*	3	1,713,800
2023 MSA Overlays	Street Improvements	*21-STR-008*	3	167,750
MSA 167th Avenue Street Reconstruction	Street Improvements	*21-STR-010*	3	1,463,000
			Total for: Priority 3	4,473,550

Priority 4-New Addition (Med)

Sprinkler System @ Fire Station #1	Municipal Buildings	*10-BLDG-004*	4	25,000
Fire Station 1 Sanitary Sewer Service	Sewer Utility	*12-SEW-002*	4	60,000
2023 Neighborhood Overlays	Street Improvements	*21-STR-009*	4	413,600
Fire Station #1 Extension of Water	Water Utility	*11-WTR-003*	4	55,000
			Total for: Priority 4	553,600

Priority 5-Opportunity/Unfunded/Placeholder

Trail Connections	Park Improvements	*06-PARK-019*	5	200,000
			Total for: Priority 5	200,000
	Total for 2023			**23,227,150**

2024

Priority 2-New Addition (High)

HWY 10 and BNSF RR Grade Separation at Ramsey Blvd	Street Improvements	*16-STR-002*	2	22,250,000
HWY 10 & BNSF RR Grade Separation at Sunfish Lk Bl	Street Improvements	*16-STR-003*	2	23,500,000

Project Name	Department	Project #	Priority	Project Cost
			Total for: Priority 2	45,750,000
Priority 3-Existing Obligation (Med)				
Council Chamber, Fire 1/2, Park Ramp &P W Switch	Capital Equipment	*17-IT-013*	3	30,000
Public Works Utilities Switch	Capital Equipment	*17-IT-014*	3	7,000
Replace Fire Rescue #21 (557)	Capital Equipment	*FIRE-557*	3	80,000
EQPT REPLACE-ASSISTANT FIRE CHIEF VEHICLE	Capital Equipment	*FIRE-562*	3	50,000
2022 Ford Explorer Replace 2017 Ford Explorer #363	Capital Equipment	*POL-370*	3	32,000
2024 Tahoe Replace 2020 Tahoe#3XX	Capital Equipment	*POL-380*	3	43,000
2024 Chev Tahoe Replace 2020 Chev Tahoe #3XX	Capital Equipment	*POL-381*	3	41,000
2024 Chev Impala Replace 2016 Chev Impala #366	Capital Equipment	*POL-382*	3	35,000
2024 Acadia Replaces 2016 Acadia #367	Capital Equipment	*POL-396*	3	35,000
Replace 2004 Mobile Generator	Capital Equipment	*PW-006*	3	164,000
Replace 2006 Tandem Axle Plow Truck: Unit #662	Capital Equipment	*PW-662*	3	260,000
Replace 2009 2WD Pickup: Unit 674	Capital Equipment	*PW-674*	3	40,000
Replace Unit 681 Utility truck	Capital Equipment	*PW-681*	3	65,000
Replace 2019 Exmark Mower (Orig Unit #683)	Capital Equipment	*PW-683*	3	15,000
Replace 2019 Exmark Mower (Orig Unit #684)	Capital Equipment	*PW-684*	3	15,000
Replace 2019 Exmark Mower (Orig Unit #685)	Capital Equipment	*PW-685*	3	15,000
Replace City Hall Counter Tops	Municipal Buildings	*20-BLDG-007*	3	15,000
Central Park Main Parking Lot Reconstruction	Park Improvements	*21-PARK-002*	3	200,000
Reconstruction Streets: Barthels Rum River Acres	Street Improvements	*17-STR-001*	3	783,750
Reconstruction Streets: Sortebergs 6th	Street Improvements	*17-STR-007A*	3	647,900
MSA Mill & Overlay: Alpine Drive-Puma St to Armst	Street Improvements	*17-STR-011*	3	600,000
Reconstruction Streets: 161st Avenue	Street Improvements	*19-STR-004*	3	532,950
Reconstruction Streets: MSA Xkimo St-TH47 to 142nd	Street Improvements	*20-STR-002*	3	337,012
2024 MSA Overlays	Street Improvements	*21-STR-011*	3	85,800
2024 Neighborhood Overlays	Street Improvements	*21-STR-012*	3	685,850
			Total for: Priority 3	4,815,262
Priority 5-Opportunity/Unfunded/Placeholder				
Trail Connections	Park Improvements	*06-PARK-019*	5	400,000
			Total for: Priority 5	400,000
	Total for 2024			**50,965,262**

2025

Priority 2-New Addition (High)				
HWY 10 and BNSF RR Grade Separation at Ramsey Blvd	Street Improvements	*16-STR-002*	2	22,250,000
HWY 10 & BNSF RR Grade Separation at Sunfish Lk Bl	Street Improvements	*16-STR-003*	2	23,500,000
			Total for: Priority 2	45,750,000
Priority 3-Existing Obligation (Med)				
Administration Copier	Capital Equipment	*17-IT-016*	3	12,000
Building Copier	Capital Equipment	*17-IT-017*	3	9,000
Engineering Workroom Copier	Capital Equipment	*17-IT-018*	3	12,000
Replace Engine #21 (565)	Capital Equipment	*FIRE-502*	3	325,000
Replace Fire Prevention Vehicle #571	Capital Equipment	*FIRE-566A*	3	45,000
Replace Fire Chief Vehicle (569)	Capital Equipment	*FIRE-569A*	3	50,000
Replace Maintenance Vehicle (564)	Capital Equipment	*GENGOV-001*	3	60,000
Replace 2013 F-250 Pickup Unit #410	Capital Equipment	*GENGOV-004*	3	42,000
2025 Ford Explorer Replace 2021 Ford Explorer #3XX	Capital Equipment	*POL-383*	3	35,000
2025 Chevy Caprice Replace 2021 Chevy Caprice #3XX	Capital Equipment	*POL-384*	3	33,500
2025 Chevy Impala Replace2017 Chev Impala #377	Capital Equipment	*POL-385*	3	33,500

Project Name	Department	Project #	Priority	Project Cost
Replace 2004 Snow Thrower	Capital Equipment	*PW-005*	3	130,000
Replace 2019 Brush Chipper - Unit #605	Capital Equipment	*PW-605*	3	40,000
Replace Unit 688 2015 Case Loader	Capital Equipment	*PW-688*	3	210,000
Replace 2015 Kaboa ATV Unit #689	Capital Equipment	*PW-689*	3	20,000
Replace 2015 Kabota Mower	Capital Equipment	*PW-690*	3	20,000
Replace 2016 Street Sweeper - Unit #694	Capital Equipment	*PW-694A*	3	225,000
Reconstruction Streets: Rodeo Hills/Valley View	Street Improvements	*17-STR-009*	3	850,300
2025 Neighborhood Overlays	Street Improvements	*21-STR-013*	3	1,056,110
			Total for: Priority 3	3,208,410
Priority 4-New Addition (Med)				
Sweeper Scrubber	Capital Equipment	*GENGOV-003*	4	30,000
New Velocity Patcher	Capital Equipment	*PW-700*	4	250,000
New Electric Utility Vehicle	Capital Equipment	*PW-702*	4	35,000
Irrigation for Titterud Park	Park Improvements	*06-PARK-010*	4	76,000
Rabbit Park Phase Two	Park Improvements	*06-PARK-012*	4	125,000
Field Lighting - Central Park	Park Improvements	*17-PARK-006*	4	200,000
COR Bunker Lake Blvd (Armstrong to Ramsey Blvd)	Street Improvements	*04-STR-014*	4	400,000
			Total for: Priority 4	1,116,000
Priority 5-Opportunity/Unfunded/Placeholder				
Trail Connections	Park Improvements	*06-PARK-019*	5	200,000
Construct Well #9 and Pumphouse #5	Water Utility	*16-WTR-002*	5	1,600,000
			Total for: Priority 5	1,800,000
	Total for 2025			**51,874,410**

2026

Priority 3-Existing Obligation (Med)				
Core Switch Replacement	Capital Equipment	*17-IT-009*	3	52,000
Virtual Server Refresh	Capital Equipment	*20-IT-001*	3	33,000
Replace Engine #21 (565)	Capital Equipment	*FIRE-502*	3	325,000
2026 Ford Explorer Replace 2022 Ford Explorer #3XX	Capital Equipment	*POL-390*	3	35,500
2026 Chev Tahoe Replace 2022 Chev Tahoe #3XX	Capital Equipment	*POL-391*	3	44,000
2026 Chev Caprice Replace 2022 Chey Caprice #3XX	Capital Equipment	*POL-392*	3	34,000
2026 Chevy Caprice Replace 2022 Chevy Caprice	Capital Equipment	*POL-397*	3	34,000
Replace 1999 John Deere Grader: Unit #603	Capital Equipment	*PW-603*	3	280,000
Replace Unit #686 - 2015 Kubota Tractor	Capital Equipment	*PW-686*	3	45,000
Replace Unit #687 2015 Toolcat	Capital Equipment	*PW-687*	3	60,000
Replace 2016- 1-ton truck Unit #692	Capital Equipment	*PW-692A*	3	75,000
Reconstruction Streets: Wood Pond Hills 2nd-5th	Street Improvements	*17-STR-004*	3	544,500
Reconstruction Streets: Halls Dover Acres	Street Improvements	*17-STR-006*	3	724,320
Reconstruction Streets: Ford Brook Est 3rd	Street Improvements	*19-STR-015*	3	438,900
2026 Neighborhood Overlays	Street Improvements	*21-STR-014*	3	305,800
Flintwood Hills 2nd & 3rd Street Reconstruction	Street Improvements	*21-STR-015*	3	502,150
			Total for: Priority 3	3,533,170
Priority 4-New Addition (Med)				
Zeolite Roadway Improvements	Street Improvements	*04-STR-012*	4	1,091,000
COR Bunker Lake Blvd (Armstrong to Ramsey Blvd)	Street Improvements	*04-STR-014*	4	4,620,000
			Total for: Priority 4	5,711,000
Priority 5-Opportunity/Unfunded/Placeholder				
Acquire outlots A in Rivers Bluff & Reilly Estates	Site Acquisitions	*06-ACQ-002*	5	20,000
Alpaca Estates Outlot	Site Acquisitions	*08-ACQ-002*	5	35,000

Project Name	Department	Project #	Priority	Project Cost
			Total for: Priority 5	55,000
	Total for 2026			**9,299,170**
2027				
Priority 3-Existing Obligation (Med)				
Replace Grass 11 (562)	Capital Equipment	*FIRE-505*	3	45,000
Replace, Boat, Motor, Trailer Rescue	Capital Equipment	*FIRE-561*	3	10,000
2027 Chev Tahoe Replace 2023 Chev Tahoe #3XX	Capital Equipment	*POL-393*	3	44,500
2027 Chev Tahoe Replace 2023 Chev Tahoe #3XX	Capital Equipment	*POL-394*	3	44,500
2027 Ford Utility SUV Replace 2023 Ford Utili #3XX	Capital Equipment	*POL-395*	3	36,000
Replace 2004 Pull Behind PTO Mower	Capital Equipment	*PW-004*	3	28,000
Replace Paver, Trailer, Roller	Capital Equipment	*PW-660*	3	140,000
Replace Unit 679 Area Mower (2020 Replaced)	Capital Equipment	*PW-679A*	3	111,000
Replace 2017 UTV - Unit #695	Capital Equipment	*PW-695*	3	20,000
Replace 2017 UTV - Unit #696	Capital Equipment	*PW-696*	3	20,000
Stormwater Drainage Improvements	Stormwater Utility	*12-STRM-001*	3	350,000
Reconstruction Streets: Whispering Pine Est Pl 3	Street Improvements	*17-STR-013*	3	1,546,600
2027 MSA Overlays	Street Improvements	*21-STR-016*	3	494,780
2027 Neighborhood Overlays	Street Improvements	*21-STR-017*	3	543,950
MSA 156th Avenue Street Reconstruction	Street Improvements	*21-STR-018*	3	392,150
			Total for: Priority 3	3,826,480
Priority 5-Opportunity/Unfunded/Placeholder				
Old Town Hall Restoration	Municipal Buildings	*08-BLDG-005*	5	221,300
			Total for: Priority 5	221,300
	Total for 2027			**4,047,780**
2028				
Priority 3-Existing Obligation (Med)				
2028 Chevy Tahoe Replace 2024 Chevy Tahoe	Capital Equipment	*POL-398*	3	45,000
2028 Ford Utility Replace 2024 Ford Utility	Capital Equipment	*POL-399*	3	32,000
Replace 2018 Ford F-250 Extended Cab: Unit #601	Capital Equipment	*PW-705*	3	56,400
Replace 2017 International Plow Truck: Unit # 693	Capital Equipment	*PW-706*	3	230,000
Replace 2018 Ford F350 With Box: Unit #697	Capital Equipment	*PW-707*	3	78,000
Replace 2018 Ford F250 Pickup: Unit #698	Capital Equipment	*PW-708*	3	53,400
Replace 2018 Ford F350 -Dump & Plow: Unit #699	Capital Equipment	*PW-709*	3	78,000
Reconstruct Streets: Fox Ridge Estates 1st & 2nd	Street Improvements	*17-STR-008*	3	2,267,650
2028 MSA Overlays	Street Improvements	*21-STR-019*	3	892,100
2028 Neighborhood Overlays	Street Improvements	*21-STR-020*	3	204,600
MSA 142nd Avenue Street Reconstruction	Street Improvements	*21-STR-021*	3	52,925
			Total for: Priority 3	3,990,075
Priority 4-New Addition (Med)				
New 1-Ton Pickup With Box & Plow Equipment	Capital Equipment	*PW-703*	4	75,000
			Total for: Priority 4	75,000
	Total for 2028			**4,065,075**
2029				
Priority 3-Existing Obligation (Med)				
Replace Aerial Ladder Truck	Capital Equipment	*FIRE-560*	3	375,000

Project Name	Department	Project #	Priority	Project Cost
2029 Ford Explorer Replace 2025 Ford Explorer	Capital Equipment	*POL-400*	3	33,000
2029 Chevy Caprice Replace 2025 Chev Caprice	Capital Equipment	*POL-401*	3	34,000
Replace 2009 Jetter/Vac Truck - Unit #673	Capital Equipment	*PW-673*	3	420,000
Replace Unit #611 2019 Chev Pickup	Capital Equipment	*PW-716*	3	52,000
Replace Unit #602: 2019 Utility Tractor	Capital Equipment	*PW-717*	3	165,000
Replace Unit #604: 2019 Backhoe	Capital Equipment	*PW-718*	3	80,000
Replace Unit #415: 2019 Chevy Silverado Pickup	Capital Equipment	*PW-719*	3	45,000
Concrete Repairs	Street Improvements	*17-STR-012*	3	600,000
Reconstruction Streets: Countryside Estates	Street Improvements	*19-STR-017*	3	1,905,750
2029 MSA Overlays	Street Improvements	*21-STR-022*	3	490,050
2029 Neighborhood Overlays	Street Improvements	*21-STR-023*	3	264,440
			Total for: Priority 3	4,464,240
Priority 5-Opportunity/Unfunded/Placeholder				
Community Center Construction	Municipal Buildings	*04-BLDG-002*	5	20,000,000
			Total for: Priority 5	20,000,000
	Total for 2029			**24,464,240**
2030				
Priority 3-Existing Obligation (Med)				
Replace Police Copier	Capital Equipment	*21-IT-001*	3	18,000
Replace Aerial Ladder Truck	Capital Equipment	*FIRE-560*	3	375,000
Replace 2026 Ford Utility	Capital Equipment	*POL-402*	3	35,500
Repalce 2026 Chevrolet Tahoe	Capital Equipment	*POL-403*	3	45,000
Replace 2026 Chevrolet Caprice	Capital Equipment	*POL-404*	3	34,000
Reconstruction Streets: Nature View	Street Improvements	*17-STR-007*	3	335,500
Reconstruction Streets: Sports Haven	Street Improvements	*18-STR-003*	3	392,920
Reconstruction Streets: Carol-Rose Acres	Street Improvements	*19-STR-011*	3	610,280
Reconstruction Streets: Windsorwood	Street Improvements	*19-STR-016*	3	308,000
2030 MSA Overlays	Street Improvements	*21-STR-024*	3	46,200
2030 Neighborhood Overlays	Street Improvements	*21-STR-025*	3	304,040
MSA Alpine Drive Street Reconstruction	Street Improvements	*21-STR-026*	3	723,250
MSA Sunwood Drive Street Reconstruction	Street Improvements	*21-STR-027*	3	261,250
			Total for: Priority 3	3,488,940
	Total for 2030			**3,488,940**
GRAND TOTAL				**244,913,459**

City of Ramsey, Minnesota

Capital Improvement Program

2021 thru **2030**

PROJECTS & FUNDING SOURCES BY CATEGORY

Category		2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Capital Equipment												
Police Copier - File Room	17-IT-004	10,500										*10,500*
Landfill Fund		***10,500***										***10,500***
Police Copier - Patrol	17-IT-005	7,500										*7,500*
Landfill Fund		***7,500***										***7,500***
Universal Power Supply Replacement	17-IT-008		30,000									*30,000*
General Fund			***30,000***									***30,000***
Core Switch Replacement	17-IT-009						52,000					*52,000*
General Fund							***52,000***					***52,000***
Engineering Plotter Replacement	17-IT-011			10,000								*10,000*
General Fund				***10,000***								***10,000***
Council Chamber, Fire 1/2, Park Ramp &P W Switch	17-IT-013				30,000							*30,000*
General Fund					***30,000***							***30,000***
Public Works Utilities Switch	17-IT-014				7,000							*7,000*
General Fund					***7,000***							***7,000***
Administration Copier	17-IT-016					12,000						*12,000*
General Fund						***12,000***						***12,000***
Building Copier	17-IT-017					9,000						*9,000*
General Fund						***9,000***						***9,000***
Engineering Workroom Copier	17-IT-018					12,000						*12,000*
General Fund						***12,000***						***12,000***
Virtual Server Refresh	20-IT-001						33,000					*33,000*
General Fund							***33,000***					***33,000***
Replace Police Copier	21-IT-001										18,000	*18,000*
General Fund											***18,000***	***18,000***
Refurbish Tanker 11 (501)	FIRE-501			25,000								*25,000*
General Fund				***25,000***								***25,000***
Replace Engine #21 (565)	FIRE-502					325,000	325,000					*650,000*
General Fund						***325,000***	***325,000***					***650,000***
Replace Engine 11 (556) - Payable over 2 years	FIRE-503	325,000										*325,000*
Landfill Fund		***325,000***										***325,000***

Category		2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Replace Grass 11 (562)	FIRE-505							45,000				*45,000*
General Fund								***45,000***				***45,000***
Replace Fire Rescue #21 (557)	FIRE-557				80,000							*80,000*
General Fund					***80,000***							***80,000***
Replace Aerial Ladder Truck	FIRE-560									375,000	375,000	*750,000*
General Fund										***375,000***	***375,000***	***750,000***
Replace, Boat, Motor, Trailer Rescue	FIRE-561							10,000				*10,000*
General Fund								***10,000***				***10,000***
EQPT REPLACE-ASSISTANT FIRE CHIEF VEHICLE	FIRE-562				50,000							*50,000*
General Fund					***50,000***							***50,000***
Replace Rescue 11 (559)	FIRE-564			180,000								*180,000*
General Fund				***180,000***								***180,000***
Replacement Extrication Tools R-11	FIRE-565		50,000									*50,000*
General Fund			***50,000***									***50,000***
Replace Fire Prevention Vehicle #571	FIRE-566A					45,000						*45,000*
General Fund						***45,000***						***45,000***
Replace Fire Chief Vehicle (569)	FIRE-569A					50,000						*50,000*
General Fund						***50,000***						***50,000***
Replace Fire Duty Officer Vehicle (570)	FIRE-570A			45,000								*45,000*
General Fund				***45,000***								***45,000***
Replace Training Room Tables/Chairs	FIRE-577		20,000									*20,000*
General Fund			***20,000***									***20,000***
Replace Maintenance Vehicle (564)	GENGOV-001					60,000						*60,000*
General Fund						***60,000***						***60,000***
Replace Maintenance Utility Tractor #409	GENGOV-002		55,000									*55,000*
General Fund			***55,000***									***55,000***
Sweeper Scrubber	GENGOV-003					30,000						*30,000*
General Fund						***30,000***						***30,000***
Replace 2013 F-250 Pickup Unit #410	GENGOV-004					42,000						*42,000*
General Fund						***42,000***						***42,000***
2021 Chev Impala Replace 2013 Chev Malibu #334	POL-334	33,000										*33,000*
Landfill Fund		***33,000***										***33,000***
2021 Ford Explorer Replace 2016 Ford Explorer #351	POL-335		32,000									*32,000*
General Fund			***32,000***									***32,000***
2020 Ford Explorer Replace 2005 F150 #359	POL-359			37,000								*37,000*
General Fund				***37,000***								***37,000***
2022 Ford Taurus Replace 2018 Ford Taurus #383	POL-366		33,000									*33,000*
General Fund			***33,000***									***33,000***

Category		2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
2022 Ford Taurus Replace 2018 Ford Taurus #384	POL-367		33,000									*33,000*
General Fund			***33,000***									***33,000***
2022 Ford Explorer Relace 2018 Ford Explorer #372	POL-368		32,000									*32,000*
General Fund			***32,000***									***32,000***
2022 Chev Tahoe Replace 2018 Chev Tahoe #373	POL-369		37,000									*37,000*
General Fund			***37,000***									***37,000***
2022 Ford Explorer Replace 2017 Ford Explorer #363	POL-370				32,000							*32,000*
General Fund					***32,000***							***32,000***
2020 Chev Tahoe Replace 2016 Chev Tahoe #361	POL-372	41,000										*41,000*
Landfill Fund		***41,000***										***41,000***
2023 Ford Explorer Replace 2019 Ford Explorer #3XX	POL-377			34,000								*34,000*
General Fund				***34,000***								***34,000***
2023 Chev Tahoe Replace 2019 Chev Tahoe #3XX	POL-378			42,500								*42,500*
General Fund				***42,500***								***42,500***
2023 Chev Tahoe Replace 2019 Chev Tahoe #3XX	POL-379			42,500								*42,500*
General Fund				***42,500***								***42,500***
2024 Tahoe Replace 2020 Tahoe#3XX	POL-380				43,000							*43,000*
General Fund					***43,000***							***43,000***
2024 Chev Tahoe Replace 2020 Chev Tahoe #3XX	POL-381				41,000							*41,000*
General Fund					***41,000***							***41,000***
2024 Chev Impala Replace 2016 Chev Impala #366	POL-382				35,000							*35,000*
General Fund					***35,000***							***35,000***
2025 Ford Explorer Replace 2021 Ford Explorer #3XX	POL-383					35,000						*35,000*
General Fund						***35,000***						***35,000***
2025 Chevy Caprice Replace 2021 Chevy Caprice #3XX	POL-384					33,500						*33,500*
General Fund						***33,500***						***33,500***
2025 Chevy Impala Replace2017 Chev Impala #377	POL-385					33,500						*33,500*
General Fund						***33,500***						***33,500***
2026 Ford Explorer Replace 2022 Ford Explorer #3XX	POL-390						35,500					*35,500*
General Fund							***35,500***					***35,500***
2026 Chev Tahoe Replace 2022 Chev Tahoe #3XX	POL-391						44,000					*44,000*
General Fund							***44,000***					***44,000***

Category		2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
2026 Chev Caprice Replace 2022 Chey Caprice #3XX	POL-392						34,000					*34,000*
General Fund							***34,000***					***34,000***
2027 Chev Tahoe Replace 2023 Chev Tahoe #3XX	POL-393							44,500				*44,500*
General Fund								***44,500***				***44,500***
2027 Chev Tahoe Replace 2023 Chev Tahoe #3XX	POL-394							44,500				*44,500*
General Fund								***44,500***				***44,500***
2027 Ford Utility SUV Replace 2023 Ford Utili #3XX	POL-395							36,000				*36,000*
General Fund								***36,000***				***36,000***
2024 Acadia Replaces 2016 Acadia #367	POL-396				35,000							*35,000*
General Fund					***35,000***							***35,000***
2026 Chevy Caprice Replace 2022 Chevy Caprice	POL-397						34,000					*34,000*
General Fund							***34,000***					***34,000***
2028 Chevy Tahoe Replace 2024 Chevy Tahoe	POL-398								45,000			*45,000*
General Fund									***45,000***			***45,000***
2028 Ford Utility Replace 2024 Ford Utility	POL-399								32,000			*32,000*
General Fund									***32,000***			***32,000***
2029 Ford Explorer Replace 2025 Ford Explorer	POL-400									33,000		*33,000*
General Fund										***33,000***		***33,000***
2029 Chevy Caprice Replace 2025 Chev Caprice	POL-401									34,000		*34,000*
General Fund										***34,000***		***34,000***
Replace 2026 Ford Utility	POL-402										35,500	*35,500*
General Fund											***35,500***	***35,500***
Repalce 2026 Chevrolet Tahoe	POL-403										45,000	*45,000*
General Fund											***45,000***	***45,000***
Replace 2026 Chevrolet Caprice	POL-404										34,000	*34,000*
General Fund											***34,000***	***34,000***
Replace 2004 Tree Spade	PW-002			52,000								*52,000*
General Fund				***52,000***								***52,000***
Replace 2004 Pull Behind PTO Mower	PW-004							28,000				*28,000*
General Fund								***28,000***				***28,000***
Replace 2004 Snow Thrower	PW-005					130,000						*130,000*
General Fund						***130,000***						***130,000***
Replace 2004 Mobile Generator	PW-006				164,000							*164,000*
Sewer Utility Fund					***164,000***							***164,000***
Replace Engr Car #407 With Chevy Impala	PW-407		24,000									*24,000*

Category		2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
General Fund			***24,000***									***24,000***
Replace 1999 John Deere Grader: Unit #603	PW-603						280,000					*280,000*
General Fund							***280,000***					***280,000***
Replace 2019 Brush Chipper - Unit #605	PW-605					40,000						*40,000*
General Fund						***40,000***						***40,000***
Replace 2000 Asphalt Trailer	PW-613		37,000									*37,000*
General Fund			***37,000***									***37,000***
Replace 2001 John Deere Mower: Unit #635	PW-635	20,000										*20,000*
Sewer Utility Fund		***10,000***										***10,000***
Water Utility Fund		***10,000***										***10,000***
Replace-2004 Snowplow Truck: Unit #644	PW-644	212,500										*212,500*
Landfill Fund		***212,500***										***212,500***
Replace 2004 Tool Cat	PW-645	57,500										*57,500*
Equipment Revolving Fund		***4,500***										***4,500***
Landfill Fund		***53,000***										***53,000***
Replace 2006 3/4 Ton Truck 2x4 Unit #654	PW-654			31,000								*31,000*
General Fund				***31,000***								***31,000***
Replace Sidewalk Machine: Unit #655	PW-655	146,500										*146,500*
Landfill Fund		***146,500***										***146,500***
Replace Paver, Trailer, Roller	PW-660							140,000				*140,000*
General Fund								***140,000***				***140,000***
Replace 2006 Tandem Axle Plow Truck: Unit #662	PW-662				260,000							*260,000*
General Fund					***260,000***							***260,000***
Replace 2007 Chevy Pickup: Unit #665	PW-665			27,000								*27,000*
General Fund				***27,000***								***27,000***
Replace 2006 Tandem Axle Plow Truck Unit #668	PW-668		260,000									*260,000*
General Fund			***260,000***									***260,000***
Replace 2007 International Water Truck: Unit #669	PW-669			136,000								*136,000*
General Fund				***68,000***								***68,000***
Storm Water Utility Fund				***68,000***								***68,000***
Replace 2008 Bobcat Skidster: Unit #671	PW-671	61,000										*61,000*
Equipment Revolving Fund		***61,000***										***61,000***
Replace 2009 Jetter/Vac Truck - Unit #673	PW-673									420,000		*420,000*
Sewer Utility Fund										***420,000***		***420,000***
Replace 2009 2WD Pickup: Unit 674	PW-674				40,000							*40,000*

Category		2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
General Fund					***40,000***							***40,000***
Replace 2010 Chevy 1- Ton Truck #675	PW-675	63,000										*63,000*
Equipment Revolving Fund		***4,700***										***4,700***
Landfill Fund		***58,300***										***58,300***
Replace Unit 676- 2010 4 Wheel Drive 1ton	PW-676			68,000								*68,000*
General Fund				***68,000***								***68,000***
Replace Unit 678 2013-1ton Truck w/ Plow Equipment	PW-678A			62,000								*62,000*
General Fund				***62,000***								***62,000***
Replace Unit 679 Area Mower (2020 Replaced)	PW-679A							111,000				*111,000*
General Fund								***111,000***				***111,000***
Replace 2014-1Ton Truck w/ Plow Equipt: Unit #680	PW-680			62,000								*62,000*
General Fund				***62,000***								***62,000***
Replace Unit 681 Utility truck	PW-681				65,000							*65,000*
Sewer Utility Fund					***32,500***							***32,500***
Water Utility Fund					***32,500***							***32,500***
Replace 2019 Exmark Mower (Orig Unit #683)	PW-683				15,000							*15,000*
General Fund					***15,000***							***15,000***
Replace 2019 Exmark Mower (Orig Unit #684)	PW-684				15,000							*15,000*
General Fund					***15,000***							***15,000***
Replace 2019 Exmark Mower (Orig Unit #685)	PW-685				15,000							*15,000*
General Fund					***15,000***							***15,000***
Replace Unit #686 - 2015 Kubota Tractor	PW-686						45,000					*45,000*
General Fund							***45,000***					***45,000***
Replace Unit #687 2015 Toolcat	PW-687						60,000					*60,000*
General Fund							***60,000***					***60,000***
Replace Unit 688 2015 Case Loader	PW-688					210,000						*210,000*
General Fund						***210,000***						***210,000***
Replace 2015 Kaboa ATV Unit #689	PW-689					20,000						*20,000*
General Fund						***20,000***						***20,000***
Replace 2015 Kabota Mower	PW-690					20,000						*20,000*
General Fund						***20,000***						***20,000***
Replace 2016 Street Sweeper - Unit #691	PW-691A			225,000								*225,000*
Storm Water Utility Fund				***225,000***								***225,000***
Replace 2016- 1-ton truck Unit #692	PW-692A						75,000					*75,000*
General Fund							***75,000***					***75,000***

Category		2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Replace 2016 Street Sweeper - Unit #694	PW-694A					225,000						*225,000*
Storm Water Utility Fund						***225,000***						***225,000***
Replace 2017 UTV - Unit #695	PW-695							20,000				*20,000*
General Fund								***20,000***				***20,000***
Replace 2017 UTV - Unit #696	PW-696							20,000				*20,000*
General Fund								***20,000***				***20,000***
Replace 2013 Toro Wide Area Mower: Unit #679	PW-697	92,000										*92,000*
Landfill Fund		***92,000***										***92,000***
New Velocity Patcher	PW-700					250,000						*250,000*
General Fund						***250,000***						***250,000***
New Electric Utility Vehicle	PW-702					35,000						*35,000*
General Fund						***35,000***						***35,000***
New 1-Ton Pickup With Box & Plow Equipment	PW-703								75,000			*75,000*
General Fund									***75,000***			***75,000***
Replace 2018 Ford F-250 Extended Cab: Unit #601	PW-705								56,400			*56,400*
Equipment Revolving Fund									***56,400***			***56,400***
Replace 2017 International Plow Truck: Unit # 693	PW-706								230,000			*230,000*
Equipment Revolving Fund									***230,000***			***230,000***
Replace 2018 Ford F350 With Box: Unit #697	PW-707								78,000			*78,000*
Sewer Utility Fund									***39,000***			***39,000***
Water Utility Fund									***39,000***			***39,000***
Replace 2018 Ford F250 Pickup: Unit #698	PW-708								53,400			*53,400*
Equipment Revolving Fund									***53,400***			***53,400***
Replace 2018 Ford F350 -Dump & Plow: Unit #699	PW-709								78,000			*78,000*
Equipment Revolving Fund									***78,000***			***78,000***
Replace PW Utility Trailer	PW-711	11,500										*11,500*
Landfill Fund		***11,500***										***11,500***
Replace 2006 Bison Trailer: Unite #648	PW-712	9,200										*9,200*
Landfill Fund		***9,200***										***9,200***
Replace Unit #611 2019 Chev Pickup	PW-716									52,000		*52,000*
General Fund										***52,000***		***52,000***
Replace Unit #602: 2019 Utility Tractor	PW-717									165,000		*165,000*
General Fund										***165,000***		***165,000***
Replace Unit #604: 2019 Backhoe	PW-718									80,000		*80,000*
General Fund										***46,000***		***46,000***
Sewer Utility Fund										***17,000***		***17,000***
Water Utility Fund										***17,000***		***17,000***

Category		2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Replace Unit #415: 2019 Chevy Silverado Pickup	PW-719									45,000		*45,000*
General Fund										***45,000***		***45,000***
Capital Equipment Total		**1,090,200**	**643,000**	**1,079,000**	**927,000**	**1,617,000**	**1,017,500**	**499,000**	**647,800**	**1,204,000**	**507,500**	***9,232,000***
Municipal Building												
Community Center Construction	04-BLDG-002									20,000,000		*20,000,000*
To Be Determined										***20,000,000***		***20,000,000***
Old Town Hall Restoration	08-BLDG-005							221,300				*221,300*
To Be Determined								***221,300***				***221,300***
Sprinkler System @ Fire Station #1	10-BLDG-004			25,000								*25,000*
Capital Maintenance Fund				***25,000***								***25,000***
Storage Building at Fire Station 1	18-BLDG-002		20,000									*20,000*
Facility Fund			***20,000***									***20,000***
City Hall Exterior Lighting	20-BLDG-001	40,000										*40,000*
Capital Maintenance Fund		***40,000***										***40,000***
City Hall Landscaping	20-BLDG-002	15,000										*15,000*
Capital Maintenance Fund		***15,000***										***15,000***
Police Department Floor Replacement	20-BLDG-003	5,000										*5,000*
Capital Maintenance Fund		***5,000***										***5,000***
Repair Roof on City Hall	20-BLDG-004	15,000										*15,000*
Capital Maintenance Fund		***15,000***										***15,000***
Replace City Hall Carpeting	20-BLDG-005		15,000									*15,000*
Capital Maintenance Fund			***15,000***									***15,000***
Replace City Hall Caulking & Grout	20-BLDG-006			15,000								*15,000*
Capital Maintenance Fund				***15,000***								***15,000***
Replace City Hall Counter Tops	20-BLDG-007				15,000							*15,000*
Capital Maintenance Fund					***15,000***							***15,000***
Resurface Fire #1 Apparatus Bay Floor Resurfacing	21-BLDG-001		20,000									*20,000*
Capital Maintenance Fund			***20,000***									***20,000***
Fire 1 Apparatus Bay Paint	21-BLDG-002		12,000									*12,000*
Capital Maintenance Fund			***12,000***									***12,000***
Municipal Building Total		**75,000**	**67,000**	**40,000**	**15,000**			**221,300**		**20,000,000**		***20,418,300***
Park Improvement												
Elmcrest Park & The Draw Entrance Monument & Sign	04-PARK-003	80,000										*80,000*
Park Improvement Trust Fund		***80,000***										***80,000***
Acquire outlots A in Rivers Bluff & Reilly Estates	06-ACQ-002						20,000					*20,000*
Park Improvement Trust Fund							***20,000***					***20,000***
Irrigation for Titterud Park	06-PARK-010					76,000						*76,000*

Category		2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Park Improvement Trust Fund						***76,000***						***76,000***
Observation boardwalk - Lake Itasca	06-PARK-011	60,000										*60,000*
Park Improvement Trust Fund		***60,000***										***60,000***
Rabbit Park Phase Two	06-PARK-012					125,000						*125,000*
Park Improvement Trust Fund						***125,000***						***125,000***
Observation deck on the Mississippi E of Dolomite	06-PARK-015	100,000										*100,000*
Park Improvement Trust Fund		***100,000***										***100,000***
Trail Connections	06-PARK-019	30,000	80,000	200,000	400,000	200,000						*910,000*
Park Improvement Trust Fund		***30,000***	***80,000***		***200,000***							***310,000***
To Be Determined				***200,000***	***200,000***	***200,000***						***600,000***
Alpaca Estates Outlot	08-ACQ-002						35,000					*35,000*
Park Improvement Trust Fund							***35,000***					***35,000***
Park Development in The COR	08-PARK-005	1,200,000										*1,200,000*
Park Improvement Trust Fund		***1,200,000***										***1,200,000***
Additional Land for Central Park	15-PARK-01		250,000									*250,000*
Park Improvement Trust Fund			***250,000***									***250,000***
Bark Park Shelter-Alpine Park	17-PARK-005	58,000										*58,000*
Grants/Outside Sources		***20,000***										***20,000***
Landfill Fund		***38,000***										***38,000***
Field Lighting - Central Park	17-PARK-006					200,000						*200,000*
Grants/Outside Sources						***50,000***						***50,000***
Lawful Gambling Fund						***150,000***						***150,000***
Northfork North Trail Connection	17-PARK-007	150,000										*150,000*
Park Improvement Trust Fund		***150,000***										***150,000***
Amphitheater Lighting	18-PARK-003	40,000										*40,000*
Park Improvement Trust Fund		***40,000***										***40,000***
Lake Itasca Park - Parking, Trail & Canoe System	18-PARK-004		250,000									*250,000*
Park Improvement Trust Fund			***250,000***									***250,000***
Aeration for Sunfish Lake & The Draw	18-PARK-005	40,000										*40,000*
Park Improvement Trust Fund		***40,000***										***40,000***
River's Bend South Shelter Replacement	21-PARK-001		50,000									*50,000*
Park Improvement Trust Fund			***50,000***									***50,000***
Central Park Main Parking Lot Reconstruction	21-PARK-002				200,000							*200,000*
Park Improvement Trust Fund					***150,000***							***150,000***
Storm Water Utility Fund					***50,000***							***50,000***
Park Improvement Total		**1,758,000**	**630,000**	**200,000**	**600,000**	**601,000**	**55,000**					***3,844,000***
Sewer Utility Improvement												
Fire Station 1 Sanitary Sewer Service	12-SEW-002			60,000								*60,000*
Sewer Utility Fund				***60,000***								***60,000***

Category		2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Replace Pumps at Lift Station #6	19-SEW-002	40,000										40,000
Sewer Utility Fund		***40,000***										***40,000***
Replace Pumps at Lift Station #2	19-SEW-003			35,000								35,000
Sewer Utility Fund				***35,000***								***35,000***
Sewer Utility Improvement Total		**40,000**		**95,000**								***135,000***
Storm Water Utility Improvement												
Stormwater Drainage Improvements	12-STRM-001		30,000					350,000				380,000
Storm Water Utility Fund			***30,000***					***350,000***				***380,000***
Outlet Control Structure Improvements	19-STRM-001	100,000										100,000
Storm Water Utility Fund		***100,000***										***100,000***
Storm Water Utility Improvement Total		**100,000**	**30,000**					**350,000**				***480,000***
Street Improvement												
Zeolite Roadway Improvements	04-STR-012						1,091,000					1,091,000
Public Improvement Revolving Fund							***206,000***					***206,000***
Sewer Utility Fund							***41,000***					***41,000***
Storm Water Utility Fund							***96,000***					***96,000***
Street Light Utility Fund							***46,000***					***46,000***
Tax Increment Fund #2							***517,000***					***517,000***
Water Utility Fund							***185,000***					***185,000***
COR Bunker Lake Blvd (Armstrong to Ramsey Blvd)	04-STR-014					400,000	4,620,000					5,020,000
MSA							***350,000***					***350,000***
Storm Water Utility Fund							***530,000***					***530,000***
Street Light Utility Fund							***150,000***					***150,000***
Tax Increment Fund #1							***1,050,000***					***1,050,000***
Tax Increment Fund #14 (BONDING)						***400,000***	***500,000***					***900,000***
Tax Increment Fund #2							***1,700,000***					***1,700,000***
Water Utility Fund							***340,000***					***340,000***
Sunwood Drive Roundabout Landscaping	15-STR-003	20,000										20,000
Public Improvement Revolving Fund		***20,000***										***20,000***
HWY 10 and BNSF RR Grade Separation at Ramsey Blvd	16-STR-002	4,500,000	9,000,000	8,000,000	22,250,000	22,250,000						66,000,000
Grants/Outside Sources		***4,500,000***	***9,000,000***	***8,000,000***	***21,250,000***	***21,250,000***						***64,000,000***
MSA					***500,000***	***500,000***						***1,000,000***
Public Improvement Revolving Fund					***500,000***	***500,000***						***1,000,000***
HWY 10 & BNSF RR Grade Separation at Sunfish Lk Bl	16-STR-003	5,000,000	10,000,000	10,000,000	23,500,000	23,500,000						72,000,000
Grants/Outside Sources		***5,000,000***	***10,000,000***	***10,000,000***	***22,500,000***	***22,500,000***						***70,000,000***
MSA					***500,000***	***500,000***						***1,000,000***
Public Improvement Revolving Fund					***500,000***	***500,000***						***1,000,000***

Category		2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Reconstruction Streets: Barthels Rum River Acres	17-STR-001				783,750							*783,750*
Pavement Management Fund					***712,500***							***712,500***
Storm Water Utility Fund					***71,250***							***71,250***
Reconstruction Streets: Riverdale Drive	17-STR-003	836,000										*836,000*
MSA		***760,000***										***760,000***
Storm Water Utility Fund		***76,000***										***76,000***
Reconstruction Streets: Section 07 (Tiger Street)	17-STR-003A	359,480										*359,480*
Pavement Management Fund		***326,800***										***326,800***
Storm Water Utility Fund		***32,680***										***32,680***
Reconstruction Streets: Wood Pond Hills 2nd-5th	17-STR-004						544,500					*544,500*
Pavement Management Fund							***495,000***					***495,000***
Storm Water Utility Fund							***49,500***					***49,500***
Reconstruction Streets: Autumn Heights	17-STR-005		974,050									*974,050*
Pavement Management Fund			***885,500***									***885,500***
Storm Water Utility Fund			***88,550***									***88,550***
Reconstruction Streets: Halls Dover Acres	17-STR-006						724,320					*724,320*
Pavement Management Fund							***431,200***					***431,200***
Storm Water Utility Fund							***43,120***					***43,120***
Water Utility Fund							***250,000***					***250,000***
Reconstruction Streets: Nature View	17-STR-007										335,500	*335,500*
Pavement Management Fund											***305,000***	***305,000***
Storm Water Utility Fund											***30,500***	***30,500***
Reconstruction Streets: Sortebergs 6th	17-STR-007A				647,900							*647,900*
Pavement Management Fund					***589,000***							***589,000***
Storm Water Utility Fund					***58,900***							***58,900***
Reconstruct Streets: Fox Ridge Estates 1st & 2nd	17-STR-008								2,267,650			*2,267,650*
Pavement Management Fund									***2,061,500***			***2,061,500***
Storm Water Utility Fund									***206,150***			***206,150***
Reconstruction Streets: Rodeo Hills/Valley View	17-STR-009					850,300						*850,300*
Pavement Management Fund						***773,000***						***773,000***
Storm Water Utility Fund						***77,300***						***77,300***
MSA Mill & Overlay: Alpine Drive-Puma St to Armst	17-STR-011				600,000							*600,000*
MSA					***200,000***							***200,000***
Storm Water Utility Fund					***15,000***							***15,000***
Water Utility Fund					***385,000***							***385,000***
Concrete Repairs	17-STR-012									600,000		*600,000*
MSA										***600,000***		***600,000***

Category		2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Reconstruction Streets: Whispering Pine Est Pl 3	17-STR-013							1,546,600				*1,546,600*
Pavement Management Fund								***1,406,000***				***1,406,000***
Storm Water Utility Fund								***140,600***				***140,600***
Reconstruction Streets: Sports Haven	18-STR-003										392,920	*392,920*
Pavement Management Fund											***357,200***	***357,200***
Storm Water Utility Fund											***35,720***	***35,720***
Reconstruction Streets: Barthels Rum River Acres 2	19-STR-001			1,713,800								*1,713,800*
Pavement Management Fund				***1,558,000***								***1,558,000***
Storm Water Utility Fund				***155,800***								***155,800***
Reconstruction Streets: 161st Avenue	19-STR-004				532,950							*532,950*
MSA					***484,500***							***484,500***
Storm Water Utility Fund					***48,450***							***48,450***
Reconstruction Streets: Carol-Rose Acres	19-STR-011										610,280	*610,280*
Pavement Management Fund											***554,800***	***554,800***
Storm Water Utility Fund											***55,480***	***55,480***
Reconstruction Streets: Ford Brook Est 3rd	19-STR-015						438,900					*438,900*
Pavement Management Fund							***399,000***					***399,000***
Storm Water Utility Fund							***39,900***					***39,900***
Reconstruction Streets: Windsorwood	19-STR-016										308,000	*308,000*
Pavement Management Fund											***280,000***	***280,000***
Storm Water Utility Fund											***28,000***	***28,000***
Reconstruction Streets: Countryside Estates	19-STR-017									1,905,750		*1,905,750*
Pavement Management Fund										***1,732,500***		***1,732,500***
Storm Water Utility Fund										***173,250***		***173,250***
Reconstruction Streets:MSA Waco St-Sunwood Dr/150	19-STR-018		135,850									*135,850*
MSA			***123,500***									***123,500***
Storm Water Utility Fund			***12,350***									***12,350***
Reconstruction Streets: MSA Xkimo St-TH47 to 142nd	20-STR-002				337,012							*337,012*
MSA					***306,375***							***306,375***
Storm Water Utility Fund					***30,637***							***30,637***
2021 MSA Overlays	21-STR-001	203,500										*203,500*
MSA		***185,000***										***185,000***
Storm Water Utility Fund		***18,500***										***18,500***
2021 Neighborhood Overlays	21-STR-002	414,590										*414,590*
Pavement Management Fund		***376,900***										***376,900***
Storm Water Utility Fund		***37,690***										***37,690***
Business Park 95 Street Reconstruction	21-STR-003	1,567,500										*1,567,500*
Pavement Management Fund		***1,425,000***										***1,425,000***

Category		2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Storm Water Utility Fund		***142,500***										***142,500***
CSAH 116 & TH 47 Intersection Improvements	21-STR-004	129,402										*129,402*
Grants/Outside Sources		***66,899***										***66,899***
Public Improvement Revolving Fund		***39,023***										***39,023***
Storm Water Utility Fund		***23,480***										***23,480***
2022 MSA Overlays	21-STR-005		68,750									*68,750*
MSA			***62,500***									***62,500***
Storm Water Utility Fund			***6,250***									***6,250***
2022 Neighborhood Overlays	21-STR-006		1,099,450									*1,099,450*
Pavement Management Fund			***999,500***									***999,500***
Storm Water Utility Fund			***99,950***									***99,950***
MSA - Sunwood Drive Street Reconstruction	21-STR-007		264,660									*264,660*
MSA			***240,600***									***240,600***
Storm Water Utility Fund			***24,060***									***24,060***
2023 MSA Overlays	21-STR-008			167,750								*167,750*
MSA				***152,500***								***152,500***
Storm Water Utility Fund				***15,250***								***15,250***
2023 Neighborhood Overlays	21-STR-009			413,600								*413,600*
Pavement Management Fund				***376,000***								***376,000***
Storm Water Utility Fund				***37,600***								***37,600***
MSA 167th Avenue Street Reconstruction	21-STR-010			1,463,000								*1,463,000*
MSA				***1,330,000***								***1,330,000***
Storm Water Utility Fund				***133,000***								***133,000***
2024 MSA Overlays	21-STR-011				85,800							*85,800*
MSA					***78,000***							***78,000***
Storm Water Utility Fund					***7,800***							***7,800***
2024 Neighborhood Overlays	21-STR-012				685,850							*685,850*
Pavement Management Fund					***623,500***							***623,500***
Storm Water Utility Fund					***62,350***							***62,350***
2025 Neighborhood Overlays	21-STR-013					1,056,110						*1,056,110*
Pavement Management Fund						***960,100***						***960,100***
Storm Water Utility Fund						***96,010***						***96,010***
2026 Neighborhood Overlays	21-STR-014						305,800					*305,800*
Pavement Management Fund							***278,000***					***278,000***
Storm Water Utility Fund							***27,800***					***27,800***
Flintwood Hills 2nd & 3rd Street Reconstruction	21-STR-015						502,150					*502,150*
Pavement Management Fund							***456,500***					***456,500***
Storm Water Utility Fund							***45,650***					***45,650***
2027 MSA Overlays	21-STR-016							494,780				*494,780*
MSA								***449,800***				***449,800***
Storm Water Utility Fund								***44,980***				***44,980***

Category		2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
2027 Neighborhood Overlays	21-STR-017							543,950				*543,950*
Pavement Management Fund								***497,500***				***497,500***
Storm Water Utility Fund								***46,450***				***46,450***
MSA 156th Avenue Street Reconstruction	21-STR-018							392,150				*392,150*
MSA								***356,500***				***356,500***
Storm Water Utility Fund								***35,650***				***35,650***
2028 MSA Overlays	21-STR-019								892,100			*892,100*
MSA									***811,000***			***811,000***
Storm Water Utility Fund									***81,100***			***81,100***
2028 Neighborhood Overlays	21-STR-020								204,600			*204,600*
Pavement Management Fund									***186,000***			***186,000***
Storm Water Utility Fund									***18,600***			***18,600***
MSA 142nd Avenue Street Reconstruction	21-STR-021								52,925			*52,925*
MSA									***48,125***			***48,125***
Storm Water Utility Fund									***4,800***			***4,800***
2029 MSA Overlays	21-STR-022									490,050		*490,050*
MSA										***445,500***		***445,500***
Storm Water Utility Fund										***44,550***		***44,550***
2029 Neighborhood Overlays	21-STR-023									264,440		*264,440*
Pavement Management Fund										***240,400***		***240,400***
Storm Water Utility Fund										***24,040***		***24,040***
2030 MSA Overlays	21-STR-024										46,200	*46,200*
MSA											***42,000***	***42,000***
Storm Water Utility Fund											***4,200***	***4,200***
2030 Neighborhood Overlays	21-STR-025										304,040	*304,040*
Pavement Management Fund											***276,400***	***276,400***
Storm Water Utility Fund											***27,640***	***27,640***
MSA Alpine Drive Street Reconstruction	21-STR-026										723,250	*723,250*
MSA											***657,500***	***657,500***
Storm Water Utility Fund											***65,750***	***65,750***
MSA Sunwood Drive Street Reconstruction	21-STR-027										261,250	*261,250*
MSA											***237,500***	***237,500***
Storm Water Utility Fund											***23,750***	***23,750***
Street Improvement Total		**13,030,472**	**21,542,760**	**21,758,150**	**49,423,262**	**48,056,410**	**8,226,670**	**2,977,480**	**3,417,275**	**3,260,240**	**2,981,440**	***174,674,159***
Street Light Utility Improvement												
Bunker Lake Blvd & Puma Street Lights	19-STLT-001	100,000										*100,000*
Street Light Utility Fund		***100,000***										***100,000***
Riverdale Drive Street Lights	19-STLT-002	85,000										*85,000*
Street Light Utility Fund		***85,000***										***85,000***

Category		2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Street Light Utility Improvement Total		**185,000**										***185,000***
Water Utility Improvement												
Complete Pump House 3	04-WTR-005	240,000										*240,000*
Grants/Outside Sources		***30,000***										***30,000***
Water Utility Fund		***210,000***										***210,000***
Water Treatment Facility	04-WTR-017	20,000,000	12,000,000									*32,000,000*
Sewer Utility Fund			***9,000,000***									***9,000,000***
Water Utility Fund		***20,000,000***	***3,000,000***									***23,000,000***
Fire Station #1 Extension of Water	11-WTR-003			55,000								*55,000*
Water Utility Fund				***55,000***								***55,000***
Refurbish Water Tower #2	14-WTR-001	20,000	1,280,000									*1,300,000*
Water Utility Fund		***20,000***	***1,280,000***									***1,300,000***
Refurbish Water Tower #1	14-WTR-002	20,000	680,000									*700,000*
Water Utility Fund		***20,000***	***680,000***									***700,000***
Construct Well #9 and Pumphouse #5	16-WTR-002	50,000				1,600,000						*1,650,000*
Water Utility Fund		***50,000***				***1,600,000***						***1,650,000***
Water Utility Improvement Total		**20,330,000**	**13,960,000**	**55,000**		**1,600,000**						***35,945,000***
GRAND TOTAL		**36,608,672**	**36,872,760**	**23,227,150**	**50,965,262**	**51,874,410**	**9,299,170**	**4,047,780**	**4,065,075**	**24,464,240**	**3,488,940**	***244,913,459***

PROJECT DETAILS

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # 17-IT-004

Project Name Police Copier - File Room

Department Capital Equipment
Contact
Type Equipment
Useful Life 10
Category Capital Equipment
Priority 1-Existing Obligation (High)
Status Active

Total Cost $10,500

Description

The current copier was purchased around year 2008. The plan is to replace the police department's main copier before any major failure.

Justification

The age of the machine (in the scheduled replacement year) will be well past life expectancy. With the increased speed and capabilities of a new machine, the intent is to consolidate two copiers and a fax machine into one new copier. This will decrease maintenance, supply and power costs.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Furnishings/Equipment	10,500										10,500
Total	**10,500**										**10,500**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Landfill Fund	10,500										10,500
Total	**10,500**										**10,500**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # 17-IT-005

Project Name Police Copier - Patrol

Department Capital Equipment
Contact
Type Equipment
Useful Life 10
Category Capital Equipment
Priority 1-Existing Obligation (High)
Status Active

Total Cost $7,500

Description

The current copier was purchased around 2010. The copier was moved from Administration to Police after the Admin copier was replaced in 2015. The substitution has worked well for the department, but the machine is likely to run into issues.

Justification

The age of the machine (in the scheduled replacement year) will be well past life expectancy. The copier has had a useful life and lasted through two departments. Will need to replace to avoid extended outages and maintenance costs.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Furnishings/Equipment	7,500										7,500
Total	**7,500**										**7,500**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Landfill Fund	7,500										7,500
Total	**7,500**										**7,500**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # 17-IT-008

Project Name Universal Power Supply Replacement

Department Capital Equipment
Contact
Type Equipment
Useful Life 10
Category Capital Equipment
Priority 1-Existing Obligation (High)
Status Active

Total Cost $30,000

Description

The Universal Power Supply, or UPS, at City Hall provided lightning protection and battery backup to the city's server room. In the event of a mass power outage, the UPS would sustain on-premise city services for a limited time until generator power was available.

Justification

The current UPS went in when the Muncipal Center building was constructed in 2006, and based on research, the unit will no longer be serviceable after 2018.

New batteries will be installed in 2018 to last until the planned replacement year.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Furnishings/Equipment		30,000									30,000
Total		**30,000**									**30,000**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
General Fund		30,000									30,000
Total		**30,000**									**30,000**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # 17-IT-009

Project Name Core Switch Replacement

Department Capital Equipment
Contact
Type Equipment
Useful Life 10
Category Capital Equipment
Priority 3-Existing Obligation (Med)
Status Active

Total Cost $52,000

Description

The city's core switch is a central hub of our communication network. All servers and remote sites, cameras and workstations eventually connect back to the core switch.

Justification

The core switch may very well be the most important single piece of hardware in our network. Replacements are currently scheduled for every 10 years to prevent hardware failures due to age and to keep the unit serviceable through LOGIS.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Furnishings/Equipment						52,000					52,000
Total						**52,000**					**52,000**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
General Fund						52,000					52,000
Total						**52,000**					**52,000**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # 17-IT-011

Project Name Engineering Plotter Replacement

Department Capital Equipment
Contact
Type Equipment
Useful Life 10
Category Capital Equipment
Priority 3-Existing Obligation (Med)
Status Active

Total Cost $10,000

Description

The Engineering plotter is a large format printer and scanner used for scanning maps and other large documents in order to send or retain them.

Justification

The Engineering plotter/scanner was last replaced in 2013. The estimated useful life of the plotter is around 10 years. The replacement has been scheduled to evaluate the current health of the machine and to possibly give the opportunity to update to a new plotter with better technology.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Furnishings/Equipment			10,000								10,000
Total			**10,000**								**10,000**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
General Fund			10,000								10,000
Total			**10,000**								**10,000**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # 17-IT-013

Project Name Council Chamber, Fire 1/2, Park Ramp &P W Switch

Department Capital Equipment
Contact
Type Equipment
Useful Life 10
Category Capital Equipment
Priority 3-Existing Obligation (Med)
Status Active

Total Cost $30,000

Description

The networking switch is responsible for network connectivity in the city's council chambers, Fire #1, Fire #2, Parking Ramp and Parking Ramp Extension and the Public Works Trailer.

The respecive costs for each jurisdiction is $5,000 Each

Justification

The equipment has exceeded its expected useful life. The replacement is intended to avoid any outages related to a hardware failure (due to age).

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Furnishings/Equipment				30,000							30,000
Total				**30,000**							**30,000**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
General Fund				30,000							30,000
Total				**30,000**							**30,000**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # 17-IT-014

Project Name Public Works Utilities Switch

Department Capital Equipment
Contact
Type Equipment
Useful Life 10
Category Capital Equipment
Priority 3-Existing Obligation (Med)
Status Active

Total Cost $7,000

Description

Networking switch is responsible for network connectivity at the Public Works Utilities building.

Justification

The equipment has exceeded its expected useful life. The replacement is intended to avoid any outages related to a hardware failure (due to age).

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Furnishings/Equipment				7,000							7,000
Total				**7,000**							**7,000**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
General Fund				7,000							7,000
Total				**7,000**							**7,000**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # 17-IT-016

Project Name Administration Copier

Department Capital Equipment
Contact
Type Equipment
Useful Life 10
Category Capital Equipment
Priority 3-Existing Obligation (Med)
Status Active

Total Cost $12,000

Description

The copier in Administration and Finance provides high-speed and high-volume prints, as well as color and finishing capabilities.

Justification

The unit was purchased in 2015. The scheduled replacement is at the ten-year mark to evaluate the health and capabilities of the copier.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Furnishings/Equipment					12,000						12,000
Total					**12,000**						**12,000**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
General Fund					12,000						12,000
Total					**12,000**						**12,000**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # 17-IT-017

Project Name Building Copier

Department Capital Equipment
Contact
Type Equipment
Useful Life 10
Category Capital Equipment
Priority 3-Existing Obligation (Med)
Status Active

Total Cost $9,000

Description

The copier in the Building department area provides high-speed and high-volume prints, as well as color and finishing capabilities.

It also serves as the departments fax machine.

Justification

The unit was purchased in 2015 with replacement scheduled at the 10-year mark to evaluate the health and capabilities of the copier.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Furnishings/Equipment					9,000						9,000
Total					**9,000**						**9,000**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
General Fund					9,000						9,000
Total					**9,000**						**9,000**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # 17-IT-018

Project Name Engineering Workroom Copier

Department Capital Equipment
Contact
Type Equipment
Useful Life 10
Category Capital Equipment
Priority 3-Existing Obligation (Med)
Status Active

Total Cost $12,000

Description

The copier in the Engineering and Community Development area provides high-speed and high-volume prints, as well as color and finishing capabilities.

Justification

The unit was purchased in 2015 and will be scheduled for replacement at the 10-year mark to evaluate the health and capabilities of the copier.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Furnishings/Equipment					12,000						12,000
Total					**12,000**						**12,000**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
General Fund					12,000						12,000
Total					**12,000**						**12,000**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # 20-IT-001

Project Name Virtual Server Refresh

Department Capital Equipment
Contact
Type Equipment
Useful Life 10
Category Capital Equipment
Priority 3-Existing Obligation (Med)
Status Active

Total Cost $33,000

Description

The twin virtual servers and SAN (network centralized storage) units were put in service in 2019. Recommended replacement of these units is every 5-7 years. The onsite servers (as of 2019) provide user logon/printing functins, serveillance and telephone services.

Justification

As part of the city's replacement rotation, staff recommends replacing the onsite servers to reduce risk of failure.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Furnishings/Equipment						33,000					33,000
Total						**33,000**					**33,000**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
General Fund						33,000					33,000
Total						**33,000**					**33,000**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project #	21-IT-001
Project Name	Replace Police Copier

Department	Capital Equipment
Contact	
Type	Equipment
Useful Life	10
Category	Capital Equipment
Priority	3-Existing Obligation (Med)
Status	Active

Total Cost $18,000

Description

Replace the copiers in the Police Department

Justification

The copiers in the police department will be over 9 years old at this point.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Furnishings/Equipment										18,000	18,000
Total										**18,000**	**18,000**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
General Fund										18,000	18,000
Total										**18,000**	**18,000**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project #	FIRE-501
Project Name	Refurbish Tanker 11 (501)

Department	Capital Equipment
Contact	
Type	Eqpt Replacement
Useful Life	25
Category	Capital Equipment
Priority	3-Existing Obligation (Med)
Status	Active

Total Cost $25,000

Description

Replacement of 1994 General Fire Tanker with a 2022 model year

1994 Ford 3000 gallon tanker
20 year life
Date Acquired: 12/31/94

Justification

Tanker 11 is one of two tankers that services the city. This tanker is located in Station #1 in the west portion of the city and will be 28 years old at time of replacement. The Fire Department attempts to keep tankers on a 25-year replacement cycle for the purpose of maintaining a reliable piece of equipment, limiting repair cost and providing new technology that benefits the firefighters in the form of efficiency and safety. Maintenance costs for this vehicle will begin to increase more rapidly with age. The fire department also benefits from modern equipment by attracting perspective firefighter applicants from Ramsey and the surrounding communities. The cost of the project includes replacement of equipment on the vehicle ensuring that equipment is replaced periodically.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Furnishings/Equipment			25,000								25,000
Total			**25,000**								**25,000**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
General Fund			25,000								25,000
Total			**25,000**								**25,000**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # FIRE-502

Project Name Replace Engine #21 (565)

Department Capital Equipment
Contact
Type Eqpt Replacement
Useful Life 20
Category Capital Equipment
Priority 3-Existing Obligation (Med)
Status Active

Total Cost $650,000

Description

Replacement of 2007 Rosenbauer Fire Engine with a 2027 model year.

Justification

Engine 21 is one of two engines that service the city. This engine is located in Station #2 in the east portion of the City and will be 20 years old at time of replacement. The Fire Department attempts to keep engines on a 20-year replacement cycle for the purpose of maintaining a reliable piece of equipment, limiting repair costs and providing new technology that benefits the firefighters in the form of efficiency and safety. Maintenance costs for this vehicle will begin to increase more rapidly with age. The fire department also benefits from modern equipment by attracting perspective firefighter applicants from Ramsey and the surrounding communities. The cost of the project includes replacement of equipment and hose on the vehicle ensuring that equipment is replaced periodically.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Furnishings/Equipment					325,000	325,000					650,000
Total					**325,000**	**325,000**					**650,000**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
General Fund					325,000	325,000					650,000
Total					**325,000**	**325,000**					**650,000**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # FIRE-503

Project Name Replace Engine 11 (556) - Payable over 2 years

Department Capital Equipment
Contact
Type Eqpt Replacement
Useful Life 20
Category Capital Equipment
Priority 1-Existing Obligation (High)
Status Active

Total Cost $650,000

Description

Replacement of 1999 Custom Fire Engine with a 2021 model year.

Justification

Engine 11 is one of two engines that services the city. This engine is located in Station #1 in he west portion of the city and will be 22 years old at time of replacement. The Fire Department attempts to keep engines on a 20-year replacement cycle for the purpose of maintaining a reliable piece of equipment, limiting repair cost and providing new technology that benefits the firefighters in the form of efficiency and safety. Maintenance costs for this vehicle will begin to increase more rapidly with age. The fire department also benefits from modern equipment by attracting perspective firefighter applicants from Ramsey and the surrounding communities. The cost of the project includes replacement of equipment and hose on the vehicle ensuring that equipment is replaced periodically.

Prior	Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
325,000	Furnishings/Equipment	325,000										325,000
Total	Total	**325,000**										**325,000**

Prior	Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
325,000	Landfill Fund	325,000										325,000
Total	Total	**325,000**										**325,000**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # FIRE-505

Project Name Replace Grass 11 (562)

Department Capital Equipment
Contact
Type Eqpt Replacement
Useful Life 20
Category Capital Equipment
Priority 3-Existing Obligation (Med)
Status Active

Total Cost $45,000

Description

Replacement of 2003 Ford F-350 Grass Vehicle with a 2023 Ford F-350.

Justification

Grass 11 is the primary response vehicle out of Station 1 for grass fires and is one of two grass fire response vehicles that service the City. The vehicle will be 20 years old at time of replacement. The Fire Dept attempts to keep the Grass vehicle on a 20 year replacement cycle for purposes of maintaining a reliable piece of equipment and limiting repair cost. Replacements are made on a regular systematic rotation based on mileage, maintenance and safety concerns in close consultation with the City Mechanic.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Furnishings/Equipment							45,000				45,000
Total							**45,000**				**45,000**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
General Fund							45,000				45,000
Total							**45,000**				**45,000**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project #	FIRE-557
Project Name	Replace Fire Rescue #21 (557)

Department	Capital Equipment
Contact	
Type	Equipment
Useful Life	20
Category	Capital Equipment
Priority	3-Existing Obligation (Med)
Status	Active

Total Cost $80,000

Description

Replacement of 2000 Ford F-450 Rescue Chassis with a 2025 Ford F-450.

Justification

Rescue 21 is the primary response vehicle out of Station 2 for personal injury accidents and medical calls and is one of two rescue response vehicles that service the city. The vehicle will be 25 years old at the time of replacement. The Fire Department attempts to keep the Rescue vehicles on a 20-year replacement cycle for the purpose of maintaining a reliable piece of equipment and limiting repair costs. Replacements are made on a regular systematic rotation based on mileage, maintenance and safety concerns in close consultation with the City Mechanic.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Furnishings/Equipment				80,000							80,000
Total				**80,000**							**80,000**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
General Fund				80,000							80,000
Total				**80,000**							**80,000**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # FIRE-560

Project Name Replace Aerial Ladder Truck

Department Capital Equipment
Contact
Type Eqpt Replacement
Useful Life 25
Category Capital Equipment
Priority 3-Existing Obligation (Med)
Status Active

Total Cost $750,000

Description

2003 Aerial Ladder Truck
Date Acquired: 9/11/03

Justification

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Furnishings/Equipment									375,000	375,000	750,000
Total									**375,000**	**375,000**	**750,000**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
General Fund									375,000	375,000	750,000
Total									**375,000**	**375,000**	**750,000**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project #	FIRE-561
Project Name	Replace, Boat, Motor, Trailer Rescue

Department	Capital Equipment
Contact	
Type	Eqpt Replacement
Useful Life	25
Category	Capital Equipment
Priority	3-Existing Obligation (Med)
Status	Active

Total Cost $10,000

Description

Mako SCBA Trailer
Date Acquired: 5/13/02

Justification

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Furnishings/Equipment							10,000				10,000
Total							**10,000**				**10,000**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
General Fund							10,000				10,000
Total							**10,000**				**10,000**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # FIRE-562

Project Name EQPT REPLACE-ASSISTANT FIRE CHIEF VEHICLE

Department Capital Equipment
Contact
Type Eqpt Replacement
Useful Life 10
Category Capital Equipment
Priority 3-Existing Obligation (Med)
Status Active

Total Cost $50,000

Description

Replacement of Assistant Fire Chief's 1998 vehicle.

Date Acquired: 5/28/99 $26,000 Accum Dep: $18,200

Estimated useful life is 10 years.

Justification

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Furnishings/Equipment				50,000							50,000
Total				**50,000**							**50,000**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
General Fund				50,000							50,000
Total				**50,000**							**50,000**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # FIRE-564

Project Name Replace Rescue 11 (559)

Department Capital Equipment
Contact
Type Eqpt Replacement
Useful Life 20 Years
Category Capital Equipment
Priority 3-Existing Obligation (Med)
Status Active

Total Cost $180,000

Description

Replacement of 2004 Ford F-350 Grass Vehicle with 2024 F-350.

Justification

Rescue 11 is the primary response vehicle out of Station 1 for personal injury accidents and medical calls and is one of two response vehicles that service the City. The vehicle will be 20 years old at time of replacement. The Fire Dept attempts to keep the rescue vehicles on a 20 year replacement cycle for purposes of maintaining a reliable piece of equipment and limiting repair cost. Replacements are made on a regular systematic rotation based on mileage, maintenance and safety concerns in close consultation with the City Mechanic.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Furnishings/Equipment			180,000								180,000
Total			**180,000**								**180,000**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
General Fund			180,000								180,000
Total			**180,000**								**180,000**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # FIRE-565

Project Name Replacement Extrication Tools R-11

Department Capital Equipment
Contact
Type Equipment
Useful Life 15
Category Capital Equipment
Priority 1-Existing Obligation (High)
Status Active

Total Cost $50,000

Description

Replacement of 2009 Extrication Equipment.

Justification

Extrication tools are carried on each Rescue truck. These tools, also known as jaws of life, allow firefighters to extricate victims entrapped in a motor vehicle without further injury.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Furnishings/Equipment		50,000									50,000
Total		**50,000**									**50,000**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
General Fund		50,000									50,000
Total		**50,000**									**50,000**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # FIRE-566A

Project Name Replace Fire Prevention Vehicle #571

Department Capital Equipment
Contact
Type Equipment
Useful Life 7 Years
Category Capital Equipment
Priority 3-Existing Obligation (Med)
Status Active

Total Cost $45,000

Description

Replacement of 2019 Chevrolet Tahoe Fire Prevention vehicle with 2026 Chevrolet Tahoe.

Justification

The Fire Prevention vehicle is used daily for inspections and response to calls for service and is one of three first response vehicles that service the city. The vehicle will be 7 years old at time of replacement. The Fire Dept attempts to keep the Fire prevention vehicle on a 7 year replacement cycle for the purpose of maintaining a reliable piece of equipment and limiting repair cost. Replacements are made on a regular systematic rotation based on mileage, maintenance and safety concerns in close consultation with the City Mechanic.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Furnishings/Equipment					45,000						45,000
Total					**45,000**						**45,000**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
General Fund					45,000						45,000
Total					**45,000**						**45,000**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # FIRE-569A

Project Name Replace Fire Chief Vehicle (569)

Department Capital Equipment
Contact
Type Equipment
Useful Life 7 Years
Category Capital Equipment
Priority 3-Existing Obligation (Med)
Status Active

Total Cost $50,000

Description

Replacement of 2017 Chevrolet Tahoe Fire Chief vehicle with 2024 Chevrolet Tahoe.

Justification

The Fire Chief vehicle is the primary emergency vehicle during the weekday hours and is one of three fire response vehicles that service the city. This unit is also equipped to function as a mobile command post during emergency incidents. The vehicle will be 7 years old at the time of replacement. The Fire Department attempts to keep the Fire Chief vehicle on a 7-year replacement cycle for the purpose of maintaining a reliable piece of equipment and limiting repair costs. Replacements are made on a regular systematic rotation based on mileage, maintenance and safety concerns in close consultation with the City Mechanic.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Furnishings/Equipment					50,000						50,000
Total					**50,000**						**50,000**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
General Fund					50,000						50,000
Total					**50,000**						**50,000**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # FIRE-570A

Project Name Replace Fire Duty Officer Vehicle (570)

Department Capital Equipment
Contact
Type Equipment
Useful Life 8
Category Capital Equipment
Priority 3-Existing Obligation (Med)
Status Active

Total Cost $45,000

Description

Replacement of 2017 Ford F-150 Duty Officer vehicle with 2025 Ford Explorer.

Justification

The Duty Officer truck is the primary emergency vehicle during the evening and weekend hours and is one of three fire response vehicles that service the city. The truck rotates between on-call officers and will be 8 years old at the time of replacement. The Fire Department attempts to keep the duty vehicles on a 8-year replacement cycle for the purpose of maintaining a reliable piece of equipment and limiting repair costs. Replacements are made on a regular systematic rotation based on mileage, maintenance and safety concerns in close consultation with the City Mechanic.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Furnishings/Equipment			45,000								45,000
Total			**45,000**								**45,000**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
General Fund			45,000								45,000
Total			**45,000**								**45,000**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # FIRE-577

Project Name Replace Training Room Tables/Chairs

Department Capital Equipment
Contact
Type Equipment
Useful Life 20
Category Capital Equipment
Priority 1-Existing Obligation (High)
Status Active

Total Cost $20,000

Description

Replacement of 2001 Fire Training Room tables and chairs

Justification

Current Fire Department Training Room tables and chairs have been repaired and patched together for continued use. Some have been disgarded due to inability to repair. There are not enough quantity of tables & chairs to accommodate exisiting fire staff on training days. Table and chairs will be 21 years old at time of replacement.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Furnishings/Equipment		20,000									20,000
Total		**20,000**									**20,000**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
General Fund		20,000									20,000
Total		**20,000**									**20,000**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project #	GENGOV-001
Project Name	Replace Maintenance Vehicle (564)

Department	Capital Equipment
Contact	
Type	Equipment
Useful Life	15
Category	Capital Equipment
Priority	3-Existing Obligation (Med)
Status	Active

Total Cost $60,000

Description

Replacement of 2008 Ford Expedition moved to Fire. Was #386

Justification

This was originally the Fire Chief vehicle handed down to building maintenance of city maintenance needs. The vehicle has met its useful life.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Furnishings/Equipment					60,000						60,000
Total					**60,000**						**60,000**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
General Fund					60,000						60,000
Total					**60,000**						**60,000**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # GENGOV-002

Project Name Replace Maintenance Utility Tractor #409

Department Capital Equipment
Contact
Type Equipment
Useful Life 20
Category Capital Equipment
Priority 1-Existing Obligation (High)
Status Active

Total Cost $55,000

Description

Replace 2000 Holder utility tractor used for snow removal at the City Hall campus. Unit #409. This piece of equipment was purchased from the City of Andover in 2009.

Justification

This unit has approximately 1100 hours of use and it getting difficult to find replacement/repair parts. This unit is used primarily for snow removal operations at City Hall.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Furnishings/Equipment		55,000									55,000
Total		**55,000**									**55,000**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
General Fund		55,000									55,000
Total		**55,000**									**55,000**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project #	GENGOV-003
Project Name	Sweeper Scrubber

Department	Capital Equipment
Contact	
Type	Equipment
Useful Life	20
Category	Capital Equipment
Priority	4-New Addition (Med)
Status	Active

Total Cost $30,000

Description

This would be a small-scale industrial sweeper for cleaning the hard surface floors at City Hall/PD garage and spot clean up in the parking ramp.

Justification

This unit would be used in areas that the large scale street sweeper cannot fit into. Would also be used in City Hall for hard surface floor cleaining.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Furnishings/Equipment					30,000						30,000
Total					**30,000**						**30,000**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
General Fund					30,000						30,000
Total					**30,000**						**30,000**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # GENGOV-004

Project Name Replace 2013 F-250 Pickup Unit #410

Department Capital Equipment
Contact
Type Equipment
Useful Life 12
Category Capital Equipment
Priority 3-Existing Obligation (Med)
Status Active

Total Cost $42,000

Description

Replace Unit #410 - 2013 F-250 Pick-up.

Justification

This truck is used by Building Maintenance on a daily basis to perform building maintenance throughout the city. This truck is also ussed for snow removal operations.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Furnishings/Equipment					42,000						42,000
Total					**42,000**						**42,000**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
General Fund					42,000						42,000
Total					**42,000**						**42,000**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # POL-334

Project Name 2021 Chev Impala Replace 2013 Chev Malibu #334

Department Capital Equipment
Contact
Type Equipment
Useful Life 7 Years
Category Capital Equipment
Priority 1-Existing Obligation (High)
Status Active

Total Cost $33,000

Description

Replace 2013 Chevrolet Impala Captain Squad #334

Justification

Maintain vehicle rotation schedule.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Furnishings/Equipment	33,000										33,000
Total	**33,000**										**33,000**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Landfill Fund	33,000										33,000
Total	**33,000**										**33,000**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # POL-335

Project Name 2021 Ford Explorer Replace 2016 Ford Explorer #351

Department Capital Equipment
Contact
Type Equipment
Useful Life 3
Category Capital Equipment
Priority 1-Existing Obligation (High)
Status Active

Total Cost $32,000

Description

Replace 2016 Ford Explorer Patrol/CSO Reserve Officer Squad #351

Justification

Maintain Vehicle rotation schedule

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Furnishings/Equipment		32,000									32,000
Total		**32,000**									**32,000**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
General Fund		32,000									32,000
Total		**32,000**									**32,000**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # POL-359

Project Name 2020 Ford Explorer Replace 2005 F150 #359

Department Capital Equipment
Contact
Type Equipment
Useful Life 3
Category Capital Equipment
Priority 3-Existing Obligation (Med)
Status Active

Total Cost $37,000

Description

Replace 2005 Ford F150 Pickup Truck - Squad #359

Justification

Maintain vehicle rotation schedule.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Furnishings/Equipment			37,000								37,000
Total			**37,000**								**37,000**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
General Fund			37,000								37,000
Total			**37,000**								**37,000**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # POL-366

Project Name 2022 Ford Taurus Replace 2018 Ford Taurus #383

Department Capital Equipment
Contact
Type Equipment
Useful Life 3
Category Capital Equipment
Priority 1-Existing Obligation (High)
Status Active

Total Cost $33,000

Description

Replace 2018 Chevrolet Caprice Patrol Squad #3XX

Justification

Maintain vehicle rotation schedule.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Furnishings/Equipment		33,000									33,000
Total		**33,000**									**33,000**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
General Fund		33,000									33,000
Total		**33,000**									**33,000**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # POL-367

Project Name 2022 Ford Taurus Replace 2018 Ford Taurus #384

Department Capital Equipment
Contact
Type Equipment
Useful Life 3
Category Capital Equipment
Priority 1-Existing Obligation (High)
Status Active

Total Cost $33,000

Description

Replace 2018 Chevrolet Tahoe Patrol Squad #3XX

Justification

Maintain vehicle rotation schedule

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Furnishings/Equipment		33,000									33,000
Total		**33,000**									**33,000**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
General Fund		33,000									33,000
Total		**33,000**									**33,000**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # POL-368

Project Name 2022 Ford Explorer Relace 2018 Ford Explorer #372

Department Capital Equipment

Contact

Type Equipment

Useful Life 3

Category Capital Equipment

Priority 1-Existing Obligation (High)

Status Active

Total Cost $32,000

Description

Replace 2018 Ford Explorer Patrol Squad #3XX

Justification

Maintain vehicle rotation schedule.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Furnishings/Equipment		32,000									32,000
Total		**32,000**									**32,000**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
General Fund		32,000									32,000
Total		**32,000**									**32,000**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # POL-369

Project Name 2022 Chev Tahoe Replace 2018 Chev Tahoe #373

Department Capital Equipment
Contact
Type Equipment
Useful Life 3
Category Capital Equipment
Priority 1-Existing Obligation (High)
Status Active

Total Cost $37,000

Description

Replace 2018 Chevrolet Tahoe Patrol Squad #3XX

Justification

Maintain vehicle rotation schedule

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Furnishings/Equipment		37,000									37,000
Total		**37,000**									**37,000**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
General Fund		37,000									37,000
Total		**37,000**									**37,000**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # POL-370

Project Name 2022 Ford Explorer Replace 2017 Ford Explorer #363

Department Capital Equipment
Contact
Type Equipment
Useful Life 3
Category Capital Equipment
Priority 3-Existing Obligation (Med)
Status Active

Total Cost $32,000

Description

Replace 2016 Ford Explorer Patrol Squad #363

Justification

Maintain vehicle rotation schedule

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Furnishings/Equipment				32,000							32,000
Total				**32,000**							**32,000**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
General Fund				32,000							32,000
Total				**32,000**							**32,000**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # POL-372

Project Name 2020 Chev Tahoe Replace 2016 Chev Tahoe #361

Department Capital Equipment
Contact
Type Eqpt Replacement
Useful Life 3
Category Capital Equipment
Priority 1-Existing Obligation (High)
Status Active

Total Cost $41,000

Description

Replace 2016 Chevrolet Tahoe 4x4 patrol vehicle #361

Justification

Maintain vehicle rotation schedule

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Furnishings/Equipment	41,000										41,000
Total	**41,000**										**41,000**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Landfill Fund	41,000										41,000
Total	**41,000**										**41,000**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # POL-377

Project Name 2023 Ford Explorer Replace 2019 Ford Explorer #3XX

Department Capital Equipment
Contact
Type Equipment
Useful Life 3
Category Capital Equipment
Priority 3-Existing Obligation (Med)
Status Active

Total Cost $34,000

Description

Replace 2019 Ford Explorer Patrol Squad #3XX

Justification

Maintain vehicle rotation schedule

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Furnishings/Equipment			34,000								34,000
Total			**34,000**								**34,000**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
General Fund			34,000								34,000
Total			**34,000**								**34,000**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # POL-378

Project Name 2023 Chev Tahoe Replace 2019 Chev Tahoe #3XX

Department Capital Equipment
Contact
Type Equipment
Useful Life 3
Category Capital Equipment
Priority 3-Existing Obligation (Med)
Status Active

Total Cost $42,500

Description

Replace 2019 Chevrolet Tahoe Patrol Squad #3XX

Justification

Maintain vehicle rotation schedule

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Furnishings/Equipment			42,500								42,500
Total			**42,500**								**42,500**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
General Fund			42,500								42,500
Total			**42,500**								**42,500**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # POL-379

Project Name 2023 Chev Tahoe Replace 2019 Chev Tahoe #3XX

Department Capital Equipment
Contact
Type Eqpt Replacement
Useful Life 3
Category Capital Equipment
Priority 3-Existing Obligation (Med)
Status Active

Total Cost $42,500

Description

Replace 2019 Chevrolet Tahoe Patrol Squad #3XX

Justification

Maintain vehicle rotation schedule

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Furnishings/Equipment			42,500								42,500
Total			**42,500**								**42,500**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
General Fund			42,500								42,500
Total			**42,500**								**42,500**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # POL-380

Project Name 2024 Tahoe Replace 2020 Tahoe#3XX

Department Capital Equipment
Contact
Type Equipment
Useful Life 3
Category Capital Equipment
Priority 3-Existing Obligation (Med)
Status Active

Total Cost $43,000

Description

Replace 2020 Tahoe Patrol Squad #3XX

Justification

Maintain vehicle rotation schedule

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Furnishings/Equipment				43,000							43,000
Total				**43,000**							**43,000**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
General Fund				43,000							43,000
Total				**43,000**							**43,000**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # POL-381

Project Name 2024 Chev Tahoe Replace 2020 Chev Tahoe #3XX

Department Capital Equipment
Contact
Type Equipment
Useful Life 3
Category Capital Equipment
Priority 3-Existing Obligation (Med)
Status Active

Total Cost $41,000

Description

Replace 2020 Chevrolet Tahoe Patrol Squad #3XX

Justification

Maintain vehicle rotation schedule

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Furnishings/Equipment				41,000							41,000
Total				**41,000**							**41,000**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
General Fund				41,000							41,000
Total				**41,000**							**41,000**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project #	POL-382
Project Name	2024 Chev Impala Replace 2016 Chev Impala #366

Department	Capital Equipment
Contact	
Type	Equipment
Useful Life	3
Category	Capital Equipment
Priority	3-Existing Obligation (Med)
Status	Active

Total Cost $35,000

Description

Replace 2016 Chevrolet Impala Investigator Squad #366

Justification

Maintain Vehicle maintenance schedule

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Furnishings/Equipment				35,000							35,000
Total				**35,000**							**35,000**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
General Fund				35,000							35,000
Total				**35,000**							**35,000**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project #	POL-383
Project Name	2025 Ford Explorer Replace 2021 Ford Explorer #3XX

Department	Capital Equipment
Contact	
Type	Equipment
Useful Life	3
Category	Capital Equipment
Priority	3-Existing Obligation (Med)
Status	Active

Total Cost $35,000

Description

Replace 2021 Ford Explorer Patrol Squad #3XX

Justification

Maintain vehicle rotation schedule

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Furnishings/Equipment					35,000						35,000
Total					**35,000**						**35,000**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
General Fund					35,000						35,000
Total					**35,000**						**35,000**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # POL-384

Project Name 2025 Chevy Caprice Replace 2021 Chevy Caprice #3XX

Department Capital Equipment
Contact
Type Equipment
Useful Life 3
Category Capital Equipment
Priority 3-Existing Obligation (Med)
Status Active

Total Cost $33,500

Description

Replace 2021 Chev Caprice Patrol Squad #3XX

Justification

Maintain vehicle rotation schedule

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Furnishings/Equipment					33,500						33,500
Total					**33,500**						**33,500**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
General Fund					33,500						33,500
Total					**33,500**						**33,500**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # POL-385

Project Name 2025 Chevy Impala Replace2017 Chev Impala #377

Department Capital Equipment
Contact
Type Equipment
Useful Life 3
Category Capital Equipment
Priority 3-Existing Obligation (Med)
Status Active

Total Cost $33,500

Description

Replace 2017 Chevy Impala #377

Justification

Maintain vehicle rotation schedule

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Furnishings/Equipment					33,500						33,500
Total					**33,500**						**33,500**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
General Fund					33,500						33,500
Total					**33,500**						**33,500**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project #	POL-390
Project Name	2026 Ford Explorer Replace 2022 Ford Explorer #3XX

Department	Capital Equipment
Contact	
Type	Equipment
Useful Life	3
Category	Capital Equipment
Priority	3-Existing Obligation (Med)
Status	Active

Total Cost $35,500

Description

Replace 2022 Ford Explorer Patrol Squad #3XX

Justification

Maintain vehicle rotation schedule

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Furnishings/Equipment						35,500					35,500
Total						**35,500**					**35,500**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
General Fund						35,500					35,500
Total						**35,500**					**35,500**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # POL-391

Project Name 2026 Chev Tahoe Replace 2022 Chev Tahoe #3XX

Department Capital Equipment
Contact
Type Equipment
Useful Life 3
Category Capital Equipment
Priority 3-Existing Obligation (Med)
Status Active

Total Cost $44,000

Description

Replace 2022 Chevrolet Tahoe Patrol Squad #3XX

Justification

Maintain vehicle rotation schedule

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Furnishings/Equipment						44,000					44,000
Total						**44,000**					**44,000**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
General Fund						44,000					44,000
Total						**44,000**					**44,000**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # POL-392

Project Name 2026 Chev Caprice Replace 2022 Chey Caprice #3XX

Department Capital Equipment
Contact
Type Equipment
Useful Life 3
Category Capital Equipment
Priority 3-Existing Obligation (Med)
Status Active

Total Cost $34,000

Description

Replace 2022 Chevrolet Caprice Patrol Squad #3XX

Justification

Maintain vehicle rotation schedule

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Furnishings/Equipment						34,000					34,000
Total						**34,000**					**34,000**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
General Fund						34,000					34,000
Total						**34,000**					**34,000**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # POL-393

Project Name 2027 Chev Tahoe Replace 2023 Chev Tahoe #3XX

Department Capital Equipment
Contact
Type Equipment
Useful Life 3
Category Capital Equipment
Priority 3-Existing Obligation (Med)
Status Active

Total Cost $44,500

Description

Replace 2023 Chevrolet Tahoe Patrol Squad #3XX

Justification

Maintain vehicle rotation schedule

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Furnishings/Equipment							44,500				44,500
Total							**44,500**				**44,500**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
General Fund							44,500				44,500
Total							**44,500**				**44,500**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # POL-394

Project Name 2027 Chev Tahoe Replace 2023 Chev Tahoe #3XX

Department Capital Equipment
Contact
Type Equipment
Useful Life 3
Category Capital Equipment
Priority 3-Existing Obligation (Med)
Status Active

Total Cost $44,500

Description

Replace 2023 Chevrolet Tahoe Patrol Squad #3XX

Justification

Maintain vehicle rotation schedule

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Furnishings/Equipment							44,500				44,500
Total							**44,500**				**44,500**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
General Fund							44,500				44,500
Total							**44,500**				**44,500**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project #	POL-395
Project Name	2027 Ford Utility SUV Replace 2023 Ford Utili #3XX

Department	Capital Equipment
Contact	
Type	Equipment
Useful Life	3
Category	Capital Equipment
Priority	3-Existing Obligation (Med)
Status	Active

Total Cost $36,000

Description

Replace 2023 Ford Utility SUV Patrol Squad #3XX

Justification

Maintain vehicle rotation schedule

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Furnishings/Equipment							36,000				36,000
Total							**36,000**				**36,000**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
General Fund							36,000				36,000
Total							**36,000**				**36,000**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # POL-396

Project Name 2024 Acadia Replaces 2016 Acadia #367

Department Capital Equipment
Contact
Type Equipment
Useful Life 3
Category Capital Equipment
Priority 3-Existing Obligation (Med)
Status Active

Total Cost $35,000

Description

Replace 2016 GMC Acadia (unmarked) Unite #367

Justification

Maintain vehicle rotation schedule

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Furnishings/Equipment				35,000							35,000
Total				**35,000**							**35,000**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
General Fund				35,000							35,000
Total				**35,000**							**35,000**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # POL-397

Project Name 2026 Chevy Caprice Replace 2022 Chevy Caprice

Department Capital Equipment
Contact
Type Equipment
Useful Life 3
Category Capital Equipment
Priority 3-Existing Obligation (Med)
Status Active

Total Cost $34,000

Description

Replace 2022 Chevy Caprice patrol vehicle

Justification

Maintain vehicle rotation schedule

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Furnishings/Equipment						34,000					34,000
Total						**34,000**					**34,000**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
General Fund						34,000					34,000
Total						**34,000**					**34,000**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # POL-398

Project Name 2028 Chevy Tahoe Replace 2024 Chevy Tahoe

Department Capital Equipment
Contact
Type Equipment
Useful Life 3
Category Capital Equipment
Priority 3-Existing Obligation (Med)
Status Active

Total Cost $45,000

Description

Replace 2024 Chevy Tahoe patrol vehicle

Justification

Maintain vehicle rotation schedule.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Furnishings/Equipment								45,000			45,000
Total								**45,000**			**45,000**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
General Fund								45,000			45,000
Total								**45,000**			**45,000**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # POL-399

Project Name 2028 Ford Utility Replace 2024 Ford Utility

Department Capital Equipment
Contact
Type Equipment
Useful Life 3
Category Capital Equipment
Priority 3-Existing Obligation (Med)
Status Active

Total Cost $32,000

Description

Replace 2024 Ford Utility SUV patrol vehicle.

Justification

Maintain vehicle schedule

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Furnishings/Equipment								32,000			32,000
Total								**32,000**			**32,000**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
General Fund								32,000			32,000
Total								**32,000**			**32,000**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # POL-400

Project Name 2029 Ford Explorer Replace 2025 Ford Explorer

Department Capital Equipment
Contact
Type Equipment
Useful Life 3
Category Capital Equipment
Priority 3-Existing Obligation (Med)
Status Active

Total Cost $33,000

Description

Replace 2025 Ford Utility SUV Patrol Squad #3XX

Justification

Maintain vehicle rotation schedule.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Furnishings/Equipment									33,000		33,000
Total									**33,000**		**33,000**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
General Fund									33,000		33,000
Total									**33,000**		**33,000**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # POL-401

Project Name 2029 Chevy Caprice Replace 2025 Chev Caprice

Department Capital Equipment
Contact
Type Equipment
Useful Life 3
Category Capital Equipment
Priority 3-Existing Obligation (Med)
Status Active

Total Cost $34,000

Description

Replace 2025 Chev Caprice Patrol Squad #3XX

Justification

Maintain vehicle rotation schedule.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Furnishings/Equipment									34,000		34,000
Total									**34,000**		**34,000**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
General Fund									34,000		34,000
Total									**34,000**		**34,000**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # POL-402

Project Name Replace 2026 Ford Utility

Department Capital Equipment
Contact
Type Equipment
Useful Life 3
Category Capital Equipment
Priority 3-Existing Obligation (Med)
Status Active

Total Cost $35,500

Description

Police Vehicle originally acquired in 2026

Justification

3-4 year rotation

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Furnishings/Equipment										35,500	35,500
Total										**35,500**	**35,500**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
General Fund										35,500	35,500
Total										**35,500**	**35,500**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project #	POL-403
Project Name	Repalce 2026 Chevrolet Tahoe

Department	Capital Equipment
Contact	
Type	Equipment
Useful Life	3
Category	Capital Equipment
Priority	3-Existing Obligation (Med)
Status	Active

Total Cost $45,000

Description

Replace 2026 Chev Tahoe

Justification

3-4 year rotation.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Furnishings/Equipment										45,000	45,000
Total										**45,000**	**45,000**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
General Fund										45,000	45,000
Total										**45,000**	**45,000**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # POL-404

Project Name Replace 2026 Chevrolet Caprice

Department Capital Equipment
Contact
Type Equipment
Useful Life 3
Category Capital Equipment
Priority 3-Existing Obligation (Med)
Status Active

Total Cost $34,000

Description

Replace 2026 Chevrolet Caprice

Justification

3-4 Year rotation

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Furnishings/Equipment										34,000	34,000
Total										**34,000**	**34,000**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
General Fund										34,000	34,000
Total										**34,000**	**34,000**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # PW-002

Project Name Replace 2004 Tree Spade

Department Capital Equipment
Contact
Type Eqpt Replacement
Useful Life 15
Category Capital Equipment
Priority 3-Existing Obligation (Med)
Status Active

Total Cost $52,000

Description

65 inch tree space

Justification

This piece of equipment is used to transplant trees in parks and other city owned land. Requires a front-end loader to attach to.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Furnishings/Equipment			52,000								52,000
Total			**52,000**								**52,000**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
General Fund			52,000								52,000
Total			**52,000**								**52,000**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # PW-004

Project Name Replace 2004 Pull Behind PTO Mower

Department Capital Equipment
Contact
Type Eqpt Replacement
Useful Life 10
Category Capital Equipment
Priority 3-Existing Obligation (Med)
Status Active

Total Cost $28,000

Description

Landpride wide area mower

Justification

This mower is used by the Public Works department when rough mowing large open areas including right-of-way and undeveloped city-owned land.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Furnishings/Equipment							28,000				28,000
Total							**28,000**				**28,000**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
General Fund							28,000				28,000
Total							**28,000**				**28,000**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project #	PW-005
Project Name	Replace 2004 Snow Thrower

Department	Capital Equipment
Contact	
Type	Eqpt Replacement
Useful Life	15
Category	Capital Equipment
Priority	3-Existing Obligation (Med)
Status	Active

Total Cost $130,000

Description

2004 SnoGo snow thrower

Justification

This unit is used to load snow from city streets into trucks. Also used to remove large drifts in open areas.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Furnishings/Equipment					130,000						130,000
Total					**130,000**						**130,000**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
General Fund					130,000						130,000
Total					**130,000**						**130,000**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # PW-006

Project Name Replace 2004 Mobile Generator

Department Capital Equipment
Contact
Type Eqpt Replacement
Useful Life 20 Years
Category Capital Equipment
Priority 3-Existing Obligation (Med)
Status Active

Total Cost $164,000

Description

2004 portable generator

Justification

This tow behind unit powers our sanitary lift stations during power outages.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Furnishings/Equipment				164,000							164,000
Total				**164,000**							**164,000**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Sewer Utility Fund				164,000							164,000
Total				**164,000**							**164,000**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # PW-407

Project Name Replace Engr Car #407 With Chevy Impala

Department Capital Equipment
Contact
Type Eqpt Replacement
Useful Life 12
Category Capital Equipment
Priority 1-Existing Obligation (High)
Status Active

Total Cost $24,000

Description

Unit #407: 2006 Chev Impala

Justification

Car will be re-evaluated closer to replacement date.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Furnishings/Equipment		24,000									24,000
Total		**24,000**									**24,000**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
General Fund		24,000									24,000
Total		**24,000**									**24,000**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # PW-603

Project Name Replace 1999 John Deere Grader: Unit #603

Department Capital Equipment
Contact
Type Eqpt Replacement
Useful Life 20 Years
Category Capital Equipment
Priority 3-Existing Obligation (Med)
Status Active

Total Cost $280,000

Description

1999 John Deere Motor Grader

Justification

This piece of equipment is used for grading the city's approximately 2.5 miles of dirt roads and also used in snow removal operations.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Furnishings/Equipment						280,000					280,000
Total						**280,000**					**280,000**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
General Fund						280,000					280,000
Total						**280,000**					**280,000**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # PW-605

Project Name Replace 2019 Brush Chipper - Unit #605

Department Capital Equipment
Contact
Type Equipment
Useful Life 6
Category Capital Equipment
Priority 3-Existing Obligation (Med)
Status Active

Total Cost $40,000

Description

Replace unit #605 a 2019 brush chipper.

Justification

This unit is used by all of the streets/parks departments for routine maintenance on ROW clearing and storm damage.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Furnishings/Equipment					40,000						40,000
Total					**40,000**						**40,000**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
General Fund					40,000						40,000
Total					**40,000**						**40,000**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # PW-613

Project Name Replace 2000 Asphalt Trailer

Department Capital Equipment
Contact
Type Eqpt Replacement
Useful Life 20 Years
Category Capital Equipment
Priority 1-Existing Obligation (High)
Status Active

Total Cost $37,000

Description

Replace #613 2000 Asphalt Trailer

Justification

This asphalt trailer is 22 years old and is getting gard to find repair parts. This unit is used almost daily in the summer for patching potholes.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Furnishings/Equipment		37,000									37,000
Total		**37,000**									**37,000**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
General Fund		37,000									37,000
Total		**37,000**									**37,000**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # PW-635

Project Name Replace 2001 John Deere Mower: Unit #635

Department Capital Equipment
Contact
Type Eqpt Replacement
Useful Life 8
Category Capital Equipment
Priority 1-Existing Obligation (High)
Status Active

Total Cost $20,000

Description

John Deere 72" Front Deck Mower

Justification

This piece of equipment is used for trail mowing and other areas requiring rough mowing.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Furnishings/Equipment	20,000										20,000
Total	**20,000**										**20,000**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Sewer Utility Fund	10,000										10,000
Water Utility Fund	10,000										10,000
Total	**20,000**										**20,000**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # PW-644

Project Name Replace-2004 Snowplow Truck: Unit #644

Department Capital Equipment
Contact
Type Eqpt Replacement
Useful Life 10
Category Capital Equipment
Priority 1-Existing Obligation (High)
Status Active

Total Cost $212,500

Description

DATE ACQUIRED: 3/24/04

Single axle plow truck with box and plow equipment

Unit #644: 2004 International

Justification

This piece of equipment would be used for street maintenance and snow removal.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Furnishings/Equipment	212,500										212,500
Total	**212,500**										**212,500**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Landfill Fund	212,500										212,500
Total	**212,500**										**212,500**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # PW-645

Project Name Replace 2004 Tool Cat

Department Capital Equipment
Contact
Type Eqpt Replacement
Useful Life 10
Category Capital Equipment
Priority 1-Existing Obligation (High)
Status Active

Total Cost $57,500

Description

2004 Tool Cat

Justification

This utility vehicle is uded on the Municipal Center campus for snow removal and other general maintenance activities.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Furnishings/Equipment	57,500										57,500
Total	**57,500**										**57,500**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Equipment Revolving Fund	4,500										4,500
Landfill Fund	53,000										53,000
Total	**57,500**										**57,500**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # PW-654

Project Name Replace 2006 3/4 Ton Truck 2x4 Unit #654

Department Capital Equipment
Contact
Type Eqpt Replacement
Useful Life 10
Category Capital Equipment
Priority 3-Existing Obligation (Med)
Status Active

Total Cost $31,000

Description

3/4 ton pickup with topper and bed slide-Unit #654 2006 Ford F-250.

Justification

This piece of equipment would replace unit #654 a 2-wheel drive truck used primarily in the park department for irrigation system repair and maintenance.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Furnishings/Equipment			31,000								31,000
Total			**31,000**								**31,000**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
General Fund			31,000								31,000
Total			**31,000**								**31,000**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # PW-655

Project Name Replace Sidewalk Machine: Unit #655

Department Capital Equipment
Contact
Type Eqpt Replacement
Useful Life 10
Category Capital Equipment
Priority 1-Existing Obligation (High)
Status Active

Total Cost $146,500

Description

Utility Tractor to replace sidewalk machine #655: 2006 utility tractor
Street/Snow removal department

Justification

This piece of equipment is used for snow removal on sidewalk and trails.

Unit 655 will be 14 years old by 2020. Normally start to consider replacement around 10-12 years for this type of equipment. Its 2016 Point Replacement Value is 26 see below:

Under 18 Points	Condition I	Excellent
18 to 22 Points	Condition II	Good
23 to 27 Points	Condition III	Qualifies for Replacement
28 Points Plus	Condition IV	Needs Immediate Attention

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Furnishings/Equipment	146,500										146,500
Total	**146,500**										**146,500**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Landfill Fund	146,500										146,500
Total	**146,500**										**146,500**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # PW-660

Project Name Replace Paver, Trailer, Roller

Department Capital Equipment
Contact
Type Eqpt Replacement
Useful Life 20 Years
Category Capital Equipment
Priority 3-Existing Obligation (Med)
Status Active

Total Cost $140,000

Description

Bomag Paver-Felling Trailer and Wolf Pac pneumatic drum roller

Justification

This equipment group is used for small in-house paving projects such as trails and large patches.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Furnishings/Equipment							140,000				140,000
Total							**140,000**				**140,000**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
General Fund							140,000				140,000
Total							**140,000**				**140,000**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # PW-662

Project Name Replace 2006 Tandem Axle Plow Truck: Unit #662

Department Capital Equipment
Contact
Type Equipment
Useful Life 10
Category Capital Equipment
Priority 3-Existing Obligation (Med)
Status Active

Total Cost $260,000

Description

Replace Unit #662: 2006 Sterling

Justification

This piece of equipment will replace unit 662, a 2006 tandem axle plow truck.
This equipment is primarily used in street maintenance and snow removal.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Furnishings/Equipment				260,000							260,000
Total				**260,000**							**260,000**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
General Fund				260,000							260,000
Total				**260,000**							**260,000**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # PW-665

Project Name Replace 2007 Chevy Pickup: Unit #665

Department Capital Equipment
Contact
Type Equipment
Useful Life 15
Category Capital Equipment
Priority 3-Existing Obligation (Med)
Status Active

Total Cost $27,000

Description

Replacement for PW Unit #665 a 2007 Chevy pickup.

Justification

This truck is to be used by the park department Superintendent/Asst PW Superintendent.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Furnishings/Equipment			27,000								27,000
Total			**27,000**								**27,000**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
General Fund			27,000								27,000
Total			**27,000**								**27,000**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # PW-668

Project Name Replace 2006 Tandem Axle Plow Truck Unit #668

Department Capital Equipment
Contact
Type Equipment
Useful Life 12
Category Capital Equipment
Priority 1-Existing Obligation (High)
Status Active

Total Cost $260,000

Description

Replace unit #668 - 2006 Sterling

Justification

This piece of equipment will replace unit #668, a 2006 andem axle plow truck.
This equipment is primarily used in street maintenance and snow removal.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Furnishings/Equipment		260,000									260,000
Total		**260,000**									**260,000**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
General Fund		260,000									260,000
Total		**260,000**									**260,000**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # PW-669

Project Name Replace 2007 International Water Truck: Unit #669

Department Capital Equipment
Contact
Type Equipment
Useful Life 12
Category Capital Equipment
Priority 3-Existing Obligation (Med)
Status Active

Total Cost $136,000

Description

Replacement for unit #669 2007 International water truck

$148,000 less $12,000 trade in = $136,000

Justification

This piece of equipment is used by the park department for ice rink flooding, boulevard tree watering, etc. This truck is also used by the street department for street sweeping and flushing out storm water catch basins.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Furnishings/Equipment			136,000								136,000
Total			**136,000**								**136,000**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
General Fund			68,000								68,000
Storm Water Utility Fund			68,000								68,000
Total			**136,000**								**136,000**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # PW-671

Project Name Replace 2008 Bobcat Skidster: Unit #671

Department Capital Equipment
Contact
Type Equipment
Useful Life 12
Category Capital Equipment
Priority 1-Existing Obligation (High)
Status Active

Total Cost $61,000

Description

Replace unit #671 -2008 Bobcat Skidster

Justification

This piece of equipment will replace #671 a 2008 Skid Steer. This piece of equipment is used in all aspects of public works.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Furnishings/Equipment	61,000										61,000
Total	**61,000**										**61,000**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Equipment Revolving Fund	61,000										61,000
Total	**61,000**										**61,000**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # PW-673

Project Name Replace 2009 Jetter/Vac Truck - Unit #673

Department Capital Equipment
Contact
Type Equipment
Useful Life 20 Years
Category Capital Equipment
Priority 3-Existing Obligation (Med)
Status Active

Total Cost $420,000

Description

Replace unit #673 a 2009 Jetter/Vac truck

Justification

This truck is 20 years old.
Unit is ued to clean sanitary sewer lines, storm sewer line, and to clear emergency blockages in the city's sewer system when/if they occur.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Furnishings/Equipment									420,000		420,000
Total									**420,000**		**420,000**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Sewer Utility Fund									420,000		420,000
Total									**420,000**		**420,000**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # PW-674

Project Name Replace 2009 2WD Pickup: Unit 674

Department Capital Equipment
Contact
Type Equipment
Useful Life 20 Years
Category Capital Equipment
Priority 3-Existing Obligation (Med)
Status Active

Total Cost $40,000

Description

Replace unit 674 a 2009 2-wheel drive pickup

Justification

Unit 674 will be 13 years old by 2022. Normally start to consider replacement around 12 years depending on the vehicle and its use.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Furnishings/Equipment				40,000							40,000
Total				**40,000**							**40,000**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
General Fund				40,000							40,000
Total				**40,000**							**40,000**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # PW-675

Project Name Replace 2010 Chevy 1- Ton Truck #675

Department Capital Equipment
Contact
Type Equipment
Useful Life 12
Category Capital Equipment
Priority 1-Existing Obligation (High)
Status Active

Total Cost $63,000

Description

Replace Unit #675. A 2010 4-Wheel Drive 1 Ton Truck

Justification

Unit 675 will be 11 years old by 2021. Normally start to consider replacement round 12 years depending on the vehicle and its use. This truck will be used by the Park Department and for snow removal operations.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Furnishings/Equipment	63,000										63,000
Total	**63,000**										**63,000**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Equipment Revolving Fund	4,700										4,700
Landfill Fund	58,300										58,300
Total	**63,000**										**63,000**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # PW-676

Project Name Replace Unit 676- 2010 4 Wheel Drive 1ton

Department Capital Equipment
Contact
Type Equipment
Useful Life 12
Category Capital Equipment
Priority 3-Existing Obligation (Med)
Status Active

Total Cost $68,000

Description

Replace unit 676 a 2010 4-wheel drive 1-ton truck

Justification

Unit 676 will be 11 years old by 2021. Normally start to consider replacement around 12 years depending on the vehicle and its use. This truck will be used by the street department and for snow removal operations.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Furnishings/Equipment			68,000								68,000
Total			**68,000**								**68,000**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
General Fund			68,000								68,000
Total			**68,000**								**68,000**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # PW-678A

Project Name Replace Unit 678 2013-1ton Truck w/ Plow Equipment

Department Capital Equipment
Contact
Type Equipment
Useful Life 12
Category Capital Equipment
Priority 3-Existing Obligation (Med)
Status Active

Total Cost $62,000

Description

Replace unit 678 a 2013 1-ton truck with plow equipment

Justification

Unit 678 will be 9 years old by 2022. Normally start to consider replacement around 12 years depending on the vehicle and its use.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Furnishings/Equipment			62,000								62,000
Total			**62,000**								**62,000**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
General Fund			62,000								62,000
Total			**62,000**								**62,000**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project #	PW-679A
Project Name	Replace Unit 679 Area Mower (2020 Replaced)

Department	Capital Equipment
Contact	
Type	Equipment
Useful Life	7 Years
Category	Capital Equipment
Priority	3-Existing Obligation (Med)
Status	Active

Total Cost $111,000

Description

Replace unit 679. This area mower was replaced in 2020.

Justification

This piece of equiipment is a large area mower that is used to mow the city's larger parks and athletic fields. This mower is replaced on a 7-year schedule.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Furnishings/Equipment							111,000				111,000
Total							**111,000**				**111,000**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
General Fund							111,000				111,000
Total							**111,000**				**111,000**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # PW-680

Project Name Replace 2014-1Ton Truck w/ Plow Equipt: Unit #680

Department Capital Equipment
Contact
Type Equipment
Useful Life 12
Category Capital Equipment
Priority 3-Existing Obligation (Med)
Status Active

Total Cost $62,000

Description

Replace Unit 680 a 2014-1ton truck with plow equipment

Justification

Unit 680 will be 8 years old by 2022. Normally start to consider replacement around 12 years depending on the vehicle and its use.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Furnishings/Equipment			62,000								62,000
Total			**62,000**								**62,000**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
General Fund			62,000								62,000
Total			**62,000**								**62,000**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # PW-681

Project Name Replace Unit 681 Utility truck

Department Capital Equipment
Contact
Type Equipment
Useful Life 15
Category Capital Equipment
Priority 3-Existing Obligation (Med)
Status Active

Total Cost $65,000

Description

Replace Unit 681 a 2015 1-Ton Pickup

Justification

This piece of equipment will replace unit #681 a 1-ton pickup with a mobile crane used in the utility department for well and lift station repair.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Furnishings/Equipment				65,000							65,000
Total				**65,000**							**65,000**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Sewer Utility Fund				32,500							32,500
Water Utility Fund				32,500							32,500
Total				**65,000**							**65,000**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # PW-683

Project Name Replace 2019 Exmark Mower (Orig Unit #683)

Department Capital Equipment
Contact
Type Equipment
Useful Life 5 Years
Category Capital Equipment
Priority 3-Existing Obligation (Med)
Status Active

Total Cost $15,000

Description

Replace Unit #683 that was replaced in 2019 - an Exmark Mower

Justification

These are the city's primary mowers and are traded out on a 5-year rotation for dependability and trade-in value.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Improvements Other than Building Cost				15,000							15,000
Total				**15,000**							**15,000**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
General Fund				15,000							15,000
Total				**15,000**							**15,000**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project #	PW-684
Project Name	Replace 2019 Exmark Mower (Orig Unit #684)

Department	Capital Equipment
Contact	
Type	Equipment
Useful Life	5 Years
Category	Capital Equipment
Priority	3-Existing Obligation (Med)
Status	Active

Total Cost $15,000

Description

Replace Unit #684 that was replaced in 2019 - an Exmark Mower

Justification

These are the city's primary mowers and are traded out on a 5-year rotation for dependability and trade-in value.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Furnishings/Equipment				15,000							15,000
Total				**15,000**							**15,000**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
General Fund				15,000							15,000
Total				**15,000**							**15,000**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project #	PW-685
Project Name	Replace 2019 Exmark Mower (Orig Unit #685)

Department	Capital Equipment
Contact	
Type	Equipment
Useful Life	5 Years
Category	Capital Equipment
Priority	3-Existing Obligation (Med)
Status	Active

Total Cost $15,000

Description

Replace Unit #685 that was replaced in 2019 - an Exmark Mower

Justification

These are the city's primary mowers and are traded out on a 5-year rotation for dependability and trade-in value.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Furnishings/Equipment				15,000							15,000
Total				**15,000**							**15,000**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
General Fund				15,000							15,000
Total				**15,000**							**15,000**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project #	PW-686
Project Name	Replace Unit #686 - 2015 Kubota Tractor

Department	Capital Equipment
Contact	
Type	Equipment
Useful Life	10
Category	Capital Equipment
Priority	3-Existing Obligation (Med)
Status	Active

Total Cost $45,000

Description

Replace Unit 686 a 2015 Kubota tractor

Justification

Unit 686 is a Kubota Ag tractor used in road-side mowing and field work for the park department.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Furnishings/Equipment						45,000					45,000
Total						**45,000**					**45,000**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
General Fund						45,000					45,000
Total						**45,000**					**45,000**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # PW-687

Project Name Replace Unit #687 2015 Toolcat

Department Capital Equipment
Contact
Type Equipment
Useful Life 10
Category Capital Equipment
Priority 3-Existing Obligation (Med)
Status Active

Total Cost $60,000

Description

Replace unit #687 a 2015 Bobcat tool cat

Justification

Unit 687 is an utility vehicle used by all divisions of public works. Used as a tool carrier and forklift

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Furnishings/Equipment						60,000					60,000
Total						**60,000**					**60,000**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
General Fund						60,000					60,000
Total						**60,000**					**60,000**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # PW-688

Project Name Replace Unit 688 2015 Case Loader

Department Capital Equipment
Contact
Type Equipment
Useful Life 10
Category Capital Equipment
Priority 3-Existing Obligation (Med)
Status Active

Total Cost $210,000

Description

Replace Unit #688 a 2015 Case Wheel Loader

Justification

The wheel loader is the city's most versatile pieces of equipment and is used in all facets of public works.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Furnishings/Equipment					210,000						210,000
Total					**210,000**						**210,000**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
General Fund					210,000						210,000
Total					**210,000**						**210,000**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # PW-689

Project Name Replace 2015 Kaboa ATV Unit #689

Department Capital Equipment
Contact
Type Equipment
Useful Life 10
Category Capital Equipment
Priority 3-Existing Obligation (Med)
Status Active

Total Cost $20,000

Description

Replace Unite #689 - 2015 Kabota UTV

Justification

This unit is used by the Park department for routine maintenance.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Furnishings/Equipment					20,000						20,000
Total					**20,000**						**20,000**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
General Fund					20,000						20,000
Total					**20,000**						**20,000**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # PW-690

Project Name Replace 2015 Kabota Mower

Department Capital Equipment
Contact
Type Equipment
Useful Life 10
Category Capital Equipment
Priority 3-Existing Obligation (Med)
Status Active

Total Cost $20,000

Description

Replace Unit #690 - Kabota Mower

Justification

This unit is used by all of the departments for routine maintenance.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Furnishings/Equipment					20,000						20,000
Total					**20,000**						**20,000**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
General Fund					20,000						20,000
Total					**20,000**						**20,000**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # PW-691A

Project Name Replace 2016 Street Sweeper - Unit #691

Department Capital Equipment
Contact
Type Equipment
Useful Life 7 Years
Category Capital Equipment
Priority 3-Existing Obligation (Med)
Status Active

Total Cost $225,000

Description

Replace Unit #691 - 2016 Street Sweeper

Justification

This unit is used by the street department for storm water maintenance.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Furnishings/Equipment			225,000								225,000
Total			**225,000**								**225,000**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Storm Water Utility Fund			225,000								225,000
Total			**225,000**								**225,000**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # PW-692A

Project Name Replace 2016- 1-ton truck Unit #692

Department Capital Equipment
Contact
Type Equipment
Useful Life 10
Category Capital Equipment
Priority 3-Existing Obligation (Med)
Status Active

Total Cost $75,000

Description

Replace unit #692 a 2016 1-ton pick-up.

Justification

This unit is used by the street department for street maintenance and snow removal.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Furnishings/Equipment						75,000					75,000
Total						**75,000**					**75,000**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
General Fund						75,000					75,000
Total						**75,000**					**75,000**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project #	PW-694A
Project Name	Replace 2016 Street Sweeper - Unit #694

Department	Capital Equipment
Contact	
Type	Equipment
Useful Life	9 Years
Category	Capital Equipment
Priority	3-Existing Obligation (Med)
Status	Active

Total Cost $225,000

Description

Replace unit #694 a 2016 street sweeper.

Justification

This unit is used by the street department for storm water maintenance.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Furnishings/Equipment					225,000						225,000
Total					**225,000**						**225,000**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Storm Water Utility Fund					225,000						225,000
Total					**225,000**						**225,000**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # PW-695

Project Name Replace 2017 UTV - Unit #695

Department Capital Equipment
Contact
Type Equipment
Useful Life 10
Category Capital Equipment
Priority 3-Existing Obligation (Med)
Status Active

Total Cost $20,000

Description

Replace Unite #695 a 2017 UTV.

Justification

This unit is used by the park department for athletic field maintenance.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Furnishings/Equipment							20,000				20,000
Total							**20,000**				**20,000**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
General Fund							20,000				20,000
Total							**20,000**				**20,000**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # PW-696

Project Name Replace 2017 UTV - Unit #696

Department Capital Equipment
Contact
Type Equipment
Useful Life 10
Category Capital Equipment
Priority 3-Existing Obligation (Med)
Status Active

Total Cost $20,000

Description

Replace Unit #696 a 2017 UTV.

Justification

This unit is used by the street department for weed control and other maintenance activities.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Furnishings/Equipment							20,000				20,000
Total							**20,000**				**20,000**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
General Fund							20,000				20,000
Total							**20,000**				**20,000**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # PW-697

Project Name Replace 2013 Toro Wide Area Mower: Unit #679

Department Capital Equipment
Contact
Type Eqpt Replacement
Useful Life 7 Years
Category Capital Equipment
Priority 1-Existing Obligation (High)
Status Active

Total Cost $92,000

Description

Replace unit #679 - 2013 Toro Groundsmaster wide area mower

Justification

This piece of equipment is a large area mower that is used to mow larger parks and athletic fields.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Furnishings/Equipment	92,000										92,000
Total	**92,000**										**92,000**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Landfill Fund	92,000										92,000
Total	**92,000**										**92,000**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # PW-700

Project Name New Velocity Patcher

Department Capital Equipment
Contact
Type Equipment
Useful Life 12
Category Capital Equipment
Priority 4-New Addition (Med)
Status Active

Total Cost $250,000

Description

Velocity patcher plus chassis

Justification

This piece of equipment would be usedd for patching potholes on public streets.

Velocity patching or spray patching has proven to be an effective and safe way to fill potholes.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Furnishings/Equipment					250,000						250,000
Total					**250,000**						**250,000**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
General Fund					250,000						250,000
Total					**250,000**						**250,000**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # PW-702

Project Name New Electric Utility Vehicle

Department Capital Equipment
Contact
Type Equipment
Useful Life 20
Category Capital Equipment
Priority 4-New Addition (Med)
Status Active

Total Cost $35,000

Description

Electric utility vehicle

Justification

This piece of equipment would be a fully electric vehicle that would be used primarily as a park maintenance vehicle.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Furnishings/Equipment					35,000						35,000
Total					**35,000**						**35,000**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
General Fund					35,000						35,000
Total					**35,000**						**35,000**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # PW-703

Project Name New 1-Ton Pickup With Box & Plow Equipment

Department Capital Equipment
Contact
Type Equipment
Useful Life 12
Category Capital Equipment
Priority 4-New Addition (Med)
Status Active

Total Cost $75,000

Description

1-Ton pickup with box and plow equipment.

Justification

This piece of equipment would be used for park maintenance functions, as well as snowplowing.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Furnishings/Equipment								75,000			75,000
Total								**75,000**			**75,000**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
General Fund								75,000			75,000
Total								**75,000**			**75,000**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # PW-705

Project Name Replace 2018 Ford F-250 Extended Cab: Unit #601

Department Capital Equipment
Contact
Type Eqpt Replacement
Useful Life 10
Category Capital Equipment
Priority 3-Existing Obligation (Med)
Status Active

Total Cost $56,400

Description

Replacement for PW Unit #601 a 2018 Ford F250 Extended Cab

Justification

This vehicle will be reaching its useful life expectancy.
This equipment is used in park maintenance activities as well as snow removal

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Furnishings/Equipment								56,400			56,400
Total								**56,400**			**56,400**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Equipment Revolving Fund								56,400			56,400
Total								**56,400**			**56,400**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # PW-706

Project Name Replace 2017 International Plow Truck: Unit # 693

Department Capital Equipment
Contact
Type Eqpt Replacement
Useful Life 10
Category Capital Equipment
Priority 3-Existing Obligation (Med)
Status Active

Total Cost $230,000

Description

2017 International Plow Truck: Unit #693

Justification

This vehicle will be reaching its useful life expectancy.
This equipment is used in Street Department maintenance activities, but its main function is snow plowing.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Furnishings/Equipment								230,000			230,000
Total								**230,000**			**230,000**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Equipment Revolving Fund								230,000			230,000
Total								**230,000**			**230,000**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # PW-707

Project Name Replace 2018 Ford F350 With Box: Unit #697

Department Capital Equipment
Contact
Type Eqpt Replacement
Useful Life 10
Category Capital Equipment
Priority 3-Existing Obligation (Med)
Status Active

Total Cost $78,000

Description

Replace 2018 Ford F350 woth utility box: Unit #697

Justification

This vehicle will be reaching its useful life expectancy.
This equipment is used in utility maintenance activities.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Furnishings/Equipment								78,000			78,000
Total								**78,000**			**78,000**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Sewer Utility Fund								39,000			39,000
Water Utility Fund								39,000			39,000
Total								**78,000**			**78,000**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # PW-708

Project Name Replace 2018 Ford F250 Pickup: Unit #698

Department Capital Equipment
Contact
Type Eqpt Replacement
Useful Life 10
Category Capital Equipment
Priority 3-Existing Obligation (Med)
Status Active

Total Cost $53,400

Description

Replace 2018 Ford F250 pickup: Unit #698

Justification

This equipment will be nearing its useful life expectancy.
This equipment is used in Street Maintenance activities as well as snow plowing.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Furnishings/Equipment								53,400			53,400
Total								**53,400**			**53,400**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Equipment Revolving Fund								53,400			53,400
Total								**53,400**			**53,400**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # PW-709

Project Name Replace 2018 Ford F350 -Dump & Plow: Unit #699

Department Capital Equipment
Contact
Type Eqpt Replacement
Useful Life 10
Category Capital Equipment
Priority 3-Existing Obligation (Med)
Status Active

Total Cost $78,000

Description

Replace 2018 Ford F350 with dump body and plow: Unit #699

Justification

This vehicle will be reaching its useful life expectancy.
This equipment is used in Park department maintenance activities, as well as snow plowing.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Furnishings/Equipment								78,000			78,000
Total								**78,000**			**78,000**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Equipment Revolving Fund								78,000			78,000
Total								**78,000**			**78,000**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # PW-711

Project Name Replace PW Utility Trailer

Department Capital Equipment
Contact
Type Equipment
Useful Life 15
Category Capital Equipment
Priority 1-Existing Obligation (High)
Status Active

Total Cost $11,500

Description

Replace a 1998 Felling Trailer.

Justification

This trailer would replace a 1998 Felling Trailer that is used to carry the city's skid steer and other small equipment. The current trailer is 23 years old and too short for most of the attachments now used. A longer trailer would make the process more efficient because could leave attachments hooked to the skid steer. Currently, the attachment has to be unhooked and loaded in the back of a truck and secured when moving from jobsite to jobsite.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Furnishings/Equipment	11,500										11,500
Total	**11,500**										**11,500**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Landfill Fund	11,500										11,500
Total	**11,500**										**11,500**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # PW-712

Project Name Replace 2006 Bison Trailer: Unite #648

Department Capital Equipment
Contact
Type Equipment
Useful Life 10
Category Capital Equipment
Priority 1-Existing Obligation (High)
Status Active

Total Cost $9,200

Description

This trailer would be a 24' 9900lb GVWR enclosed trailer. It would be used as the primary trailer for mow crew. The trailer would be capable of hauling 3-zero-turn mowers, plus assorted weed whips and push mowers to maintain parks and boulevards.

Justification

The city's current trailer is a 2006 open bed model, which is under-sized for the equipment now being used. Currently experiencing broken axles and spring shackles because the trailer is working at capacity.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Furnishings/Equipment	9,200										9,200
Total	**9,200**										**9,200**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Landfill Fund	9,200										9,200
Total	**9,200**										**9,200**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # PW-716

Project Name Replace Unit #611 2019 Chev Pickup

Department Capital Equipment
Contact
Type Equipment
Useful Life 15
Category Capital Equipment
Priority 3-Existing Obligation (Med)
Status Active

Total Cost $52,000

Description

Replace Unit #611- 2019 Chevrolet Pickup used by the utility department

Justification

Unit #611 is a Chevrolet pickup used by the utility department and as a backup snow plow vehicle.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Furnishings/Equipment									52,000		52,000
Total									**52,000**		**52,000**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
General Fund									52,000		52,000
Total									**52,000**		**52,000**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # PW-717

Project Name Replace Unit #602: 2019 Utility Tractor

Department Capital Equipment
Contact
Type Equipment
Useful Life 10
Category Capital Equipment
Priority 3-Existing Obligation (Med)
Status Active

Total Cost $165,000

Description

Replace Unit #602: 2019 Trackless Sidewalk Machine.

Justification

Unit #602 is a 2019 utility tractor used for snow removal on sidewalks and trails.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Furnishings/Equipment									165,000		165,000
Total									**165,000**		**165,000**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
General Fund									165,000		165,000
Total									**165,000**		**165,000**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # PW-718

Project Name Replace Unit #604: 2019 Backhoe

Department Capital Equipment
Contact
Type Equipment
Useful Life 10
Category Capital Equipment
Priority 3-Existing Obligation (Med)
Status Active

Total Cost $80,000

Description

Replace Unit #604: 2019 Backhoe

Justification

Unit #604 is a 2019 tractor backhoe used by all divisions of public works

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Furnishings/Equipment									80,000		80,000
Total									**80,000**		**80,000**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
General Fund									46,000		46,000
Sewer Utility Fund									17,000		17,000
Water Utility Fund									17,000		17,000
Total									**80,000**		**80,000**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # PW-719

Project Name Replace Unit #415: 2019 Chevy Silverado Pickup

Department Capital Equipment
Contact
Type Equipment
Useful Life 10
Category Capital Equipment
Priority 3-Existing Obligation (Med)
Status Active

Total Cost $45,000

Description

Replace Unit #415: 2019 Chevy Silverado Pickup

Justification

Unit #415 is a Chevy Silverado pickup used by the engineering department for field inspections of public infrastructure projects.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Furnishings/Equipment									45,000		45,000
Total									**45,000**		**45,000**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
General Fund									45,000		45,000
Total									**45,000**		**45,000**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # 04-BLDG-002

Project Name Community Center Construction

Department Municipal Buildings
Contact Unassigned
Type Buildings
Useful Life 50 Years
Category Municipal Building
Priority 5-Opportunity/Unfunded/Placeholder
Status Active

Total Cost $20,000,000

Description

The Community Center would include recreational areas such as a swimming pool, gym, etc. It would also include meeting rooms for various organizations to hold banquets, monthly meetings, etc.

Construction of a community center will rely on a partnership with another organization(s).

Justification

Per public consensus, the need for a Community Center is a justified expenditure of public financing. Currently, Ramsey residents must leave the City limits and drive a considerable distance to get to such a facility.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Building Cost/Construction									20,000,000		20,000,000
Total									**20,000,000**		**20,000,000**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
To Be Determined									20,000,000		20,000,000
Total									**20,000,000**		**20,000,000**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project #	08-BLDG-005
Project Name	Old Town Hall Restoration

Department	Municipal Buildings
Contact	
Type	Improvement
Useful Life	25
Category	Municipal Building
Priority	5-Opportunity/Unfunded/Placeholder
Status	Active

Total Cost $221,300

Description

Option 1: Move Historic Town Hall to the Northstar Rail Station Site
$125,000 Const Cost (moving and Stabilization)
$ 50,000 Site/foundation
$ 20,000 furnishing/equip-

$195,000
Option 2: Improve private access street to public standard.
$125,000 Const Cost
$ 20,000 ROW
$ 56,300 Road Construction
$ 20,000 Furn/equip

$221,300

Justification

Historic Town Hall is a city facility that is in need of restoration completion. Options include moving it from the site to the COR to serve as a library kiosk, trailhead, and potentially house restrooms.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Building Cost/Construction							125,000				125,000
Improvements Other than Building Cost							76,300				76,300
Furnishings/Equipment							20,000				20,000
Total							**221,300**				**221,300**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
To Be Determined							221,300				221,300
Total							**221,300**				**221,300**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # 10-BLDG-004

Project Name Sprinkler System @ Fire Station #1

Department Municipal Buildings
Contact
Type Improvement
Useful Life 20 Years
Category Municipal Building
Priority 4-New Addition (Med)
Status Active

Total Cost $25,000

Description

Hookup on-site municipal water to building and install sprinkler system for entire building.

Justification

Municipal water is on site with municipal well.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Building Cost/Construction			20,000								20,000
Improvements Other than Building Cost			5,000								5,000
Total			**25,000**								**25,000**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Capital Maintenance Fund			25,000								25,000
Total			**25,000**								**25,000**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # 18-BLDG-002

Project Name Storage Building at Fire Station 1

Department Municipal Buildings
Contact
Type Buildings
Useful Life 20
Category Municipal Building
Priority 2-New Addition (High)
Status Active

Total Cost $20,000

Description

Build an out-building on Fire Station 1 site that will be used to store equipment and training props.

Justification

The fire stations are becoming limited in the amount of usable space to house equipment and props used for training. These pieces of equipment are not used daily and therefore, need a location to be stored.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Building Cost/Construction		20,000									20,000
Total		**20,000**									**20,000**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Facility Fund		20,000									20,000
Total		**20,000**									**20,000**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # 20-BLDG-001

Project Name City Hall Exterior Lighting

Department Municipal Buildings
Contact
Type Improvement
Useful Life 15
Category Municipal Building
Priority 1-Existing Obligation (High)
Status Active

Total Cost $40,000

Description

City Hall Exterior Lighting

Justification

Repair/replace and updgrade broken and inoperable exterior lighting on the exterior of City Hall.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Improvements Other than Building Cost	40,000										40,000
Total	**40,000**										**40,000**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Capital Maintenance Fund	40,000										40,000
Total	**40,000**										**40,000**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # 20-BLDG-002

Project Name City Hall Landscaping

Department Municipal Buildings

Contact

Type Improvement

Useful Life 25

Category Municipal Building

Priority 1-Existing Obligation (High)

Status Active

Total Cost $15,000

Description

City Hall landscaping

Justification

Repair/replace and upgrade exterior retaining walls and wall caps.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Improvements Other than Building Cost	15,000										15,000
Total	**15,000**										**15,000**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Capital Maintenance Fund	15,000										15,000
Total	**15,000**										**15,000**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # 20-BLDG-003

Project Name Police Department Floor Replacement

Department Municipal Buildings
Contact
Type Improvement
Useful Life 15
Category Municipal Building
Priority 1-Existing Obligation (High)
Status Active

Total Cost $5,000

Description

Clean and reseal Police Department floor.

Justification

The floor in the Police Department gargage is starting to wear and needs to be striped and resealed. The wear is caused by the sharp turning movements in a confined area.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Improvements Other than Building Cost	5,000										5,000
Total	**5,000**										**5,000**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Capital Maintenance Fund	5,000										5,000
Total	**5,000**										**5,000**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # 20-BLDG-004

Project Name Repair Roof on City Hall

Department Municipal Buildings
Contact
Type Improvement
Useful Life 20
Category Municipal Building
Priority 1-Existing Obligation (High)
Status Active

Total Cost $15,000

Description

Repair/replace flat roof areas on City Hall.

Justification

City Hall roof has several small leaks that staff has been repairing, but should be repaired more comprehensively.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Improvements Other than Building Cost	15,000										15,000
Total	**15,000**										**15,000**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Capital Maintenance Fund	15,000										15,000
Total	**15,000**										**15,000**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # 20-BLDG-005

Project Name Replace City Hall Carpeting

Department Municipal Buildings
Contact
Type Improvement
Useful Life 15
Category Municipal Building
Priority 1-Existing Obligation (High)
Status Active

Total Cost $15,000

Description

Remove and replace City Hall carpeting.

Justification

Carpet in the Alexander Ramsey Room and entryways are starting to wear from use.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Improvements Other than Building Cost		15,000									15,000
Total		**15,000**									**15,000**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Capital Maintenance Fund		15,000									15,000
Total		**15,000**									**15,000**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # 20-BLDG-006

Project Name Replace City Hall Caulking & Grout

Department Municipal Buildings
Contact
Type Improvement
Useful Life 15
Category Municipal Building
Priority 3-Existing Obligation (Med)
Status Active

Total Cost $15,000

Description

Remove and replacement of bad caulking and grout on City Hall exterior and interior.

Justification

Caulk is starting to dry out and pull away from the joints allowing water to infiltrate.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Improvements Other than Building Cost			15,000								15,000
Total			**15,000**								**15,000**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Capital Maintenance Fund			15,000								15,000
Total			**15,000**								**15,000**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # 20-BLDG-007

Project Name Replace City Hall Counter Tops

Department Municipal Buildings
Contact
Type Improvement
Useful Life 20
Category Municipal Building
Priority 3-Existing Obligation (Med)
Status Active

Total Cost $15,000

Description

Remove and replacement of bad counter tops in City Hall and Police Department.

Justification

Several counter tops in City Hall and the police department are starting to show wear from everyday use.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Improvements Other than Building Cost				15,000							15,000
Total				**15,000**							**15,000**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Capital Maintenance Fund				15,000							15,000
Total				**15,000**							**15,000**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # 21-BLDG-001

Project Name Resurface Fire #1 Apparatus Bay Floor Resurfacing

Department Municipal Buildings
Contact
Type Improvement
Useful Life 20
Category Municipal Building
Priority 1-Existing Obligation (High)
Status Active

Total Cost $20,000

Description

Resurface of Fire Station #1 Apparatus Bay Expoxy floor.

Justification

Current Fire Station #1 expoxy floor in apparatus bay is wearing and deteriorating. The Fire Station expoxy floor will be 21 years old at the time of resurface.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Improvements Other than Building Cost		20,000									20,000
Total		**20,000**									**20,000**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Capital Maintenance Fund		20,000									20,000
Total		**20,000**									**20,000**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # 21-BLDG-002

Project Name Fire 1 Apparatus Bay Paint

Department Municipal Buildings
Contact
Type Improvement
Useful Life 20
Category Municipal Building
Priority 1-Existing Obligation (High)
Status Active

Total Cost $12,000

Description

Painting of apparatus bay at Fire Station #1.

Justification

Current Fire Station #1 apparatus bay walls, door and stairwell paint is wearing and chipping off block. The Fire Station #1 wall and surface paint will be 21 years old at time of repaint.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Improvements Other than Building Cost		12,000									12,000
Total		**12,000**									**12,000**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Capital Maintenance Fund		12,000									12,000
Total		**12,000**									**12,000**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # 04-PARK-003

Project Name Elmcrest Park & The Draw Entrance Monument & Sign

Department Park Improvements
Contact Unassigned
Type Improvement
Useful Life 20 Years
Category Park Improvement
Priority 2-New Addition (High)
Status Active

Total Cost $80,000

Description

Entrance signing for Elmcrest Park would consist of a substantial way-finding sign and associated landscape sited near the intersection of Quicksilver Street and 167th Avenue.

For the Draw, the sign would function as a monument for the park name and also as a location to advertise upcoming events.

Justification

The 100+ acre Elmcrest community park may warrant an attractive entrance monument benefiting the park's prominence in the community. Additionally, there will be continuing events where many hundreds of out-of-Ramsey visitors will come to the city. The monument will function as a way-finding sign and also to remind visitors that they are in Ramsey.

For The Draw, the monument would describe for the community the name of the park and amphitheater (a minor issue presently). Plus, if the advertising space was digital (versus posters), there could be a modest revenue stream from non-municipal sources.

Note: The planning for this project may be an useful exercise in evaluating the costs of materials following the Design Framework relating to signs and monuments in the community.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Improvements Other than Building Cost	80,000										80,000
Total	**80,000**										**80,000**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Park Improvement Trust Fund	80,000										80,000
Total	**80,000**										**80,000**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project #	06-PARK-010
Project Name	Irrigation for Titterud Park

Department	Park Improvements
Contact	
Type	Improvement
Useful Life	20 Years
Category	Park Improvement
Priority	4-New Addition (Med)
Status	Active

Total Cost $76,000

Description

Underground irrigation & 160 GPM well.

If municipal water is available, cost may be less.

Justification

Irrigation should be considered for this 13.5 acre park, and a part of this is the evaluation of a well versus connection to a municipal watermain. Both have advantages. The $50,000 represents the underground irrigation portion.

A 160 GPM well may cost about $26,000.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Improvements Other than Building Cost					76,000						76,000
Total					**76,000**						**76,000**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Park Improvement Trust Fund					76,000						76,000
Total					**76,000**						**76,000**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # 06-PARK-011

Project Name Observation boardwalk - Lake Itasca

Department Park Improvements
Contact
Type Improvement
Useful Life 20 Years
Category Park Improvement
Priority 2-New Addition (High)
Status Active

Total Cost $60,000

Description

A boardwalk or pier in the southern portion of Lake Itasca will allow trail users and visitors to the Lake Itasca Community Park to view the lake which is mostly obscured by cattails.

Justification

The Lake Itasca is an important resource along the Mississippi Flyway for migratory waterfowl and home to many types of wetland fauna. Providing access to the open water portions of the lake will provide birdwatchers and trail users a relaxing rest point and destination along the Lake Itasca Trail.

Additionally, lake access was cited as desired by several participants in the public engagement process as part of the acquisition of the Lake Itasca Community Park.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Improvements Other than Building Cost	60,000										60,000
Total	**60,000**										**60,000**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Park Improvement Trust Fund	60,000										60,000
Total	**60,000**										**60,000**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project #	06-PARK-012
Project Name	Rabbit Park Phase Two

Department	Park Improvements
Contact	
Type	Improvement
Useful Life	20 Years
Category	Park Improvement
Priority	4-New Addition (Med)
Status	Active

Total Cost $125,000

Description

Well and underground irrigation.

Landscape and turf improvements which may include an ag-lime infield for the ballfield.

Justification

Rabbit Park is a 5-acre neighborhood park with very basic features. The park's greatest need is irrigation. Therefore, the primary component of the proposed phase two project is a well, electrical service and underground irrigation.

Landscape improvements would complete this project.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Improvements Other than Building Cost					125,000						125,000
Total					**125,000**						**125,000**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Park Improvement Trust Fund					125,000						125,000
Total					**125,000**						**125,000**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project #	06-PARK-015
Project Name	Observation deck on the Mississippi E of Dolomite

Department	Park Improvements
Contact	
Type	Improvement
Useful Life	20 Years
Category	Park Improvement
Priority	2-New Addition (High)
Status	Active

Total Cost $100,000

Description

On the south side of Riverdale Drive, east of Dolomite exists a storm water discharge point to the river. This project discusses an observation deck at the top of the bluff over the existing storm sewer easement, concurrent with the residential development of the land there.

Justification

This access may provide improved maintenance to the storm outlet, but the primary public value would be to maintain contact with the river by residents for the remarkable view, and as a rest point along the National, Mississippi River Trail.

This project may be combined with development of adjacent property. Improvements to the stormwater system may also be considered with the reconstruction of Riverdale Drive. While the timing is proposed as 2020, the actual project year may relate to the resolution of the road funding discussion.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Improvements Other than Building Cost	100,000										100,000
Total	**100,000**										**100,000**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Park Improvement Trust Fund	100,000										100,000
Total	**100,000**										**100,000**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # 06-PARK-019

Project Name Trail Connections

Department Park Improvements
Contact
Type Improvement
Useful Life 20 Years
Category Park Improvement
Priority 5-Opportunity/Unfunded/Placeholder
Status Active

Total Cost $910,000

Description

This project would include the installation of one or more of the several high priority connections linking segments of the city's trail system as opportunities and funding become available.

Examples:
-142nd Ave, east of TH#47, north to Xkimo Street (Est $80,000)
-Armstrong Boulevard Trail from Central Park to Trott Brrok (Est $800,000)
-North Commons Neighborhood Trail Link at Zeolite Street - Projected for 2021 (Est.$30,000)
-Boardwalk parallel with Trott Brook, west of Variolite Street (Est $110,000)

Justification

The increase demand in use of the city's trail system compells the continued development of the trail system.

Resident requests for improved trail system connections are reflected in priority projects. Trails will also move people off high speed roadways and improve transportation and safety - an objective that is aligned within the strategic goal of a Connected Community.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Improvements Other than Building Cost	30,000	80,000	200,000	400,000	200,000						910,000
Total	**30,000**	**80,000**	**200,000**	**400,000**	**200,000**						**910,000**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Park Improvement Trust Fund	30,000	80,000		200,000							310,000
To Be Determined			200,000	200,000	200,000						600,000
Total	**30,000**	**80,000**	**200,000**	**400,000**	**200,000**						**910,000**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # 08-PARK-005

Project Name Park Development in The COR

Department Park Improvements
Contact
Type Improvement
Useful Life 20 Years
Category Park Improvement
Priority 2-New Addition (High)
Status Active

Total Cost $1,350,000

Description

This proposed capital improvement represents additional park development in The COR, beginning in 2020. The project may be landscape improvements at Municipal Plaza and/or first phase development of The Waterfront to include a splash pad.

Justification

A splash pad continues to be requested by residents, and mass grading for The Waterfront park would generate fill for areas of The COR the city desires to sell.

Note: See also the public improvements considered as part of the completion of Pump House #3 elsewhere in this plan.

Prior	Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
150,000	Improvements Other than Building Cost	1,200,000										1,200,000
Total	Total	**1,200,000**										**1,200,000**

Prior	Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
150,000	Park Improvement Trust Fund	1,200,000										1,200,000
Total	Total	**1,200,000**										**1,200,000**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # 15-PARK-01

Project Name Additional Land for Central Park

Department Park Improvements
Contact
Type Land
Useful Life
Category Park Improvement
Priority 2-New Addition (High)
Status Active

Total Cost $250,000

Description

This project envisions the purchase of 15+ acres for an expansion of Central Park or potentially all of the approximate 35 acres east of the existing park.

Justification

Central Park is a highly used park. The additional acreage would offer additional space for parking and recreational use.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Land Acquisition		250,000									250,000
Total		**250,000**									**250,000**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Park Improvement Trust Fund		250,000									250,000
Total		**250,000**									**250,000**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project #	17-PARK-005
Project Name	Bark Park Shelter-Alpine Park

Department	Park Improvements
Contact	
Type	Improvement
Useful Life	20
Category	Park Improvement
Priority	2-New Addition (High)
Status	Active

Total Cost $58,000

Description

Within the off-leash area at Alpine Park would be a lighted hexagonal shelter with concrete floor. Surrounding the shelter for approximately 30 feet and connecting to the trail, would be artificial turf. Alternately, expanding the fencing to increase the area of the off-leash area may be in lieu of the shelter.

Justification

The Bark Park, as it is known, is very popular. So well used, in fact, that grass cannot be maintained in the congregating areas of the park. The artificial turf over a sport court system will provide for a quality surface around the shelter that will not be muddy and will be able to be maintained.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Building Cost/Construction	15,000										15,000
Improvements Other than Building Cost	43,000										43,000
Total	**58,000**										**58,000**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Grants/Outside Sources	20,000										20,000
Landfill Fund	38,000										38,000
Total	**58,000**										**58,000**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # 17-PARK-006

Project Name Field Lighting - Central Park

Department Park Improvements
Contact
Type Improvement
Useful Life 20
Category Park Improvement
Priority 4-New Addition (Med)
Status Active

Total Cost $200,000

Description

Proposed improvement is for additional athletic field lighting for a community park for fall sport use.

Justification

Fall sports, most notably soccer and football, are constrained by shorter daylight, necessitating field lighting. An alternate for exploration would be constructing more fields.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Improvements Other than Building Cost					200,000						200,000
Total					**200,000**						**200,000**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Grants/Outside Sources					50,000						50,000
Lawful Gambling Fund					150,000						150,000
Total					**200,000**						**200,000**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # 17-PARK-007

Project Name Northfork North Trail Connection

Department Park Improvements
Contact
Type Improvement
Useful Life 20
Category Park Improvement
Priority 2-New Addition (High)
Status Active

Total Cost $150,000

Description

Construct 10 foot paved multi-purpose trail through Outlot B, Northfork and Outlot A. Northfork Trail addition within dedicated 16' easement.

Justification

Bituminous trail connection constructed in lieu of on-road bicycle land on Andrie Street and 164th Lane NW per permanent pedestrian and bicycle trail easement agreement granted by Northfork Homeowner's Association on May 19th, 2016.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Improvements Other than Building Cost	150,000										150,000
Total	**150,000**										**150,000**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Park Improvement Trust Fund	150,000										150,000
Total	**150,000**										**150,000**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # 18-PARK-003

Project Name Amphitheater Lighting

Department Park Improvements
Contact
Type Improvement
Useful Life 20 Years
Category Park Improvement
Priority 2-New Addition (High)
Status Active

Total Cost $40,000

Description

Lighting enhancements and audio conduits at The Draw.

Justification

Additional lighting in and around the amphitheater is justified for concerts that go later into the evening and in the later summer.

Conduit and cable for audio (additional speakers) is likewise merited for larger events at the park.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Improvements Other than Building Cost	40,000										40,000
Total	**40,000**										**40,000**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Park Improvement Trust Fund	40,000										40,000
Total	**40,000**										**40,000**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # 18-PARK-004

Project Name Lake Itasca Park - Parking, Trail & Canoe System

Department Park Improvements
Contact
Type Improvement
Useful Life 20
Category Park Improvement
Priority 2-New Addition (High)
Status Active

Total Cost $250,000

Description

This project would permit access to the community park through a parking area adjacent to Alpine Drive, connection to the existing trails, and include a canoe/kayak/paddle-board system at the lake.

Justification

The parking lot will be for visitors, city-wide, as will the water-based recreational improvements. The trail will connect the new parking to the existing trails near the lake.

The timing of this limited, first phase of the Lake Itasca community park, also coincides with the hundreds of residential homes being platted in close proximity - with park dedication from these lots applied to the near-by park space for their benefit.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Improvements Other than Building Cost		250,000									250,000
Total		**250,000**									**250,000**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Park Improvement Trust Fund		250,000									250,000
Total		**250,000**									**250,000**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # 18-PARK-005

Project Name Aeration for Sunfish Lake & The Draw

Department Park Improvements
Contact
Type Improvement
Useful Life 20
Category Park Improvement
Priority 2-New Addition (High)
Status Active

Total Cost $40,000

Description

This project would install two separate aeration systems at The Draw and also at Sunfish Lake. Project elements include contracted installation, electrical power supply, signing, permitting and public notifications.

Note: The General Fund Budget would need to be adjusted to accommodate both annual electric expense and other O&M costs estimated at $1,000 to $2,000 annually.

Justification

Both Sunfish Lake and The Draw have become popular destinations for youth fishing for panfish. During certain winter conditions, shallow water bodies can experience 'winterkill'. The two separate aeration systems would pump oxygen and circulate the water, maintaining the fish populations and the attendant recreational resource.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Improvements Other than Building Cost	40,000										40,000
Total	**40,000**										**40,000**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Park Improvement Trust Fund	40,000										40,000
Total	**40,000**										**40,000**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # 21-PARK-001

Project Name River's Bend South Shelter Replacement

Department Park Improvements

Contact

Type Improvement

Useful Life 20 Years

Category Park Improvement

Priority 1-Existing Obligation (High)

Status Active

Total Cost $50,000

Description

The south shelter at River's Bend Park was furnished and constructed by volunteers in the late 1980's. The condition of the shelter aesthetically is poor, and the concrete slab is broken as well.

Justification

Replacement of the shelter with a modern, nice looking facility would expand opportunities for shelter reservations and adding stone seat walls and an outdoor fireplace would enhance its appeal.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Improvements Other than Building Cost		50,000									50,000
Total		**50,000**									**50,000**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Park Improvement Trust Fund		50,000									50,000
Total		**50,000**									**50,000**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # 21-PARK-002

Project Name Central Park Main Parking Lot Reconstruction

Department Park Improvements
Contact
Type Improvement
Useful Life 20
Category Park Improvement
Priority 3-Existing Obligation (Med)
Status Active

Total Cost $200,000

Description

This reconstruction project would replace the 35+ year-old bituminous main parking area at the same time as the adjoining 161st Avenue reconstruction.

Justification

The bituminous surface is beyond its useful maintenance life and the drainage patterns would be modified to reduce significantly the amount of stormwater that flows across 161st Avenue.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Improvements Other than Building Cost				200,000							200,000
Total				**200,000**							**200,000**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Park Improvement Trust Fund				150,000							150,000
Storm Water Utility Fund				50,000							50,000
Total				**200,000**							**200,000**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # 06-ACQ-002

Project Name Acquire outlots A in Rivers Bluff & Reilly Estates

Department Site Acquisitions
Contact
Type Land
Useful Life Unassigned
Category Park Improvement
Priority 5-Opportunity/Unfunded/Placeholder
Status Active

Total Cost $20,000

Description

Along the Rum River in the central part of the city are separate outlots owned by two homeowners associations. Both are very attractive, wooded parcels and connected to existing trail corridors. This project may entail the donation of the land in exchange for passive improvements such as trails, picnic areas or fishing.

Justification

The associations would benefit by realizing these amenities near their homes. The $20,000 expense represents an estimate for real-estate transaction costs, and perhaps park planning to promote the donation. The park plans would generate the development cost projections.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Land Acquisition						20,000					20,000
Total						**20,000**					**20,000**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Park Improvement Trust Fund						20,000					20,000
Total						**20,000**					**20,000**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # 08-ACQ-002

Project Name Alpaca Estates Outlot

Department Site Acquisitions

Contact

Type Land

Useful Life

Category Park Improvement

Priority 5-Opportunity/Unfunded/Placeholder

Status Active

Total Cost $35,000

Description

This lot was not large enough to build on when the plat was filed for recording.

Justification

This lot was the subject of a development proposal to build a single family home. The proposal was denied. Acquisition of this outlot would provide river access in this area and be part of larger public access area and open space along the Mississippi proposed to the west.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Land Acquisition						35,000					35,000
Total						**35,000**					**35,000**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Park Improvement Trust Fund						35,000					35,000
Total						**35,000**					**35,000**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # 12-SEW-002

Project Name Fire Station 1 Sanitary Sewer Service

Department Sewer Utility
Contact
Type Improvement
Useful Life 50 Years
Category Sewer Utility Improvement
Priority 4-New Addition (Med)
Status Active

Total Cost $60,000

Description

Sanitary Sewer was extended to the Fire Station Property in 2011. This project will extend sanitary sewer into the fire station in conjunction with City Water. Sanitary trunk fees not waived.

Related project 11-WTR-003 of $55,000

Justification

Extending sanitary sewer will allow removal of the septic tank and drainfield.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Improvements Other than Building Cost			60,000								60,000
Total			**60,000**								**60,000**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Sewer Utility Fund			60,000								60,000
Total			**60,000**								**60,000**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # 19-SEW-002

Project Name Replace Pumps at Lift Station #6

Department Sewer Utility
Contact
Type Improvement
Useful Life 15
Category Sewer Utility Improvement
Priority 1-Existing Obligation (High)
Status Active

Total Cost $40,000

Description

Replace both pumps at lift station #6 16230 Iodine Street

Justification

Replace both pumps and base elbows due to normal wear. By 2021, both pumps will need to be replaced to assure proper pumping and reliability

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Improvements Other than Building Cost	40,000										40,000
Total	**40,000**										**40,000**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Sewer Utility Fund	40,000										40,000
Total	**40,000**										**40,000**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # 19-SEW-003

Project Name Replace Pumps at Lift Station #2

Department Sewer Utility
Contact
Type Improvement
Useful Life 15
Category Sewer Utility Improvement
Priority 3-Existing Obligation (Med)
Status Active

Total Cost $35,000

Description

Replace both pumps at lift station #2 - 157 Lane and Neon Street

Justification

Replace both pumps and base elbows due to normal wear by 2023. Both pumps will need to be replaced to assure proper pumping and reliability.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Improvements Other than Building Cost			35,000								35,000
Total			**35,000**								**35,000**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Sewer Utility Fund			35,000								35,000
Total			**35,000**								**35,000**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # 12-STRM-001

Project Name Stormwater Drainage Improvements

Department Stormwater Utility
Contact
Type Improvement
Useful Life 50 Years
Category Storm Water Utility Improvement
Priority 3-Existing Obligation (Med)
Status Active

Total Cost $520,000

Description

This project will address stormwater drainage problems reported in 2011.

Justification

These projects will add storm sewer pipe, clean ditches and address standing water concerns.

- 156th and Armstrong - Clean ditch or add storm sewer 2022: $30,000

- 156th Lane and Juniper Ridge Drive - Install pipe to relieve water backing up in existing pipes 2027: $350,000 (Tied to 21-STR-018)

Prior	Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
140,000	Improvements Other than Building Cost		30,000					350,000				380,000
Total	Total		**30,000**					**350,000**				**380,000**

Prior	Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
140,000	Storm Water Utility Fund		30,000					350,000				380,000
Total	Total		**30,000**					**350,000**				**380,000**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # 19-STRM-001

Project Name Outlet Control Structure Improvements

Department Stormwater Utility
Contact
Type Improvement
Useful Life 20
Category Storm Water Utility Improvement
Priority 2-New Addition (High)
Status Active

Total Cost $100,000

Description

Construct Oulet Control Structure for 24.6 Acre lake bounded on the south by 142nd Avenue, on the east by Iodine and Junkite Street, on the north by Krypton Street and the west by Potassium Street.

Justification

The MnDNR has requrested that the city install an outlet control structure and associated storm sewer to increase the normal water level (NWL) of the 24.6 Acre lake. Increasing the NWS may require improvements to surrounding trails and boardwalks to prevent periodic flooding of this infrastructure.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Improvements Other than Building Cost	100,000										100,000
Total	**100,000**										**100,000**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Storm Water Utility Fund	100,000										100,000
Total	**100,000**										**100,000**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # 04-STR-012

Project Name Zeolite Roadway Improvements

Department Street Improvements
Contact Unassigned
Type Improvement
Useful Life 60 Years
Category Street Improvement
Priority 4-New Addition (Med)
Status Active

Total Cost $1,091,000

Description

This project consists of the installation of 1,300 feet of bituminous street, sidewalk/trail and storm sewer in the western portion of the COR. Project to be completed in conjunction with COR Bunker Lake Boulevard Improvements (04-STR-014).

Justification

These improvements will be necessary to support the development anticipated in the west COR area.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Improvements Other than Building Cost						1,091,000					1,091,000
Total						**1,091,000**					**1,091,000**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Public Improvement Revolving Fund						206,000					206,000
Tax Increment Fund #2						517,000					517,000
Sewer Utility Fund						41,000					41,000
Storm Water Utility Fund						96,000					96,000
Street Light Utility Fund						46,000					46,000
Water Utility Fund						185,000					185,000
Total						**1,091,000**					**1,091,000**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # 04-STR-014

Project Name COR Bunker Lake Blvd (Armstrong to Ramsey Blvd)

Department Street Improvements
Contact Unassigned
Type Improvement
Useful Life 60 Years
Category Street Improvement
Priority 4-New Addition (Med)
Status Active

Total Cost $5,020,000

Description

Upgrades Bunker Lake Blvd between Armstrong and Ramsey Blvds, necessitated by the COR Development. Upgrades include traffic signals at Town Center Drive. Project to be completed after Ramsey Gateway Improvements are completed.

Total Cost for Bunker Lake Blvd. = $4,870,000
Street Improvements: $3,650,000
Bunker & Sunwood Signal: $350,000
Storm Water Improvements: $530,000
Water Utility Improvements: $340,000
Total Cost for Regional Roadway improvements = $14,607,860 (Per JPA)

Justification

The construction of the COR will add additional traffic to Bunker Lake Blvd. This project will upgrade Bunker Lake Blvd to handle traffic from the COR.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Improvements Other than Building Cost					400,000	4,620,000					5,020,000
Total					**400,000**	**4,620,000**					**5,020,000**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
MSA						350,000					350,000
Tax Increment Fund #2						1,700,000					1,700,000
Tax Increment Fund #1						1,050,000					1,050,000
Storm Water Utility Fund						530,000					530,000
Street Light Utility Fund						150,000					150,000
Water Utility Fund						340,000					340,000
Tax Increment Fund #14 (BONDING)					400,000	500,000					900,000
Total					**400,000**	**4,620,000**					**5,020,000**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # 15-STR-003

Project Name Sunwood Drive Roundabout Landscaping

Department Street Improvements
Contact
Type Improvement
Useful Life 60 Years
Category Street Improvement
Priority 1-Existing Obligation (High)
Status Active

Total Cost $20,000

Description

Includes installation of perenial grasses, plants, and trees/shrubs as well as irrigation modifications.

Justification

Promote the vision of The COR area.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Improvements Other than Building Cost	20,000										20,000
Total	**20,000**										**20,000**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Public Improvement Revolving Fund	20,000										20,000
Total	**20,000**										**20,000**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # 16-STR-002

Project Name HWY 10 and BNSF RR Grade Separation at Ramsey Blvd

Department Street Improvements
Contact
Type Improvement
Useful Life 60 Years
Category Street Improvement
Priority 2-New Addition (High)
Status Active

Total Cost $66,000,000

Description

Construct grade-separated crossings of Highway 10 and BNSF Railway at Ramsey Boulevard. Includes half of the required frontage road improvements.

Total City cost share = $2,000,000.

Justification

The existing at-grade vehicle and pedestrian crossings of the BNSF railroad tracks are unsafe and result in traffic congestion and mobility issues along US Highway 10 and Ramsey Boulevard. When responding to calls for service, emergency vehicles are not able to cross the railroad tracks or US Highway 10 when trains are present. This can result in delays of several minutes or more, depending on the length of the train(s). Numerous private accesses to Highway 10 will be removed improving safety, congestion and mobility on Highway 10.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Improvements Other than Building Cost	4,500,000	9,000,000	8,000,000	22,250,000	22,250,000						66,000,000
Total	**4,500,000**	**9,000,000**	**8,000,000**	**22,250,000**	**22,250,000**						**66,000,000**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Grants/Outside Sources	4,500,000	9,000,000	8,000,000	21,250,000	21,250,000						64,000,000
MSA				500,000	500,000						1,000,000
Public Improvement Revolving Fund				500,000	500,000						1,000,000
Total	**4,500,000**	**9,000,000**	**8,000,000**	**22,250,000**	**22,250,000**						**66,000,000**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # 16-STR-003

Project Name HWY 10 & BNSF RR Grade Separation at Sunfish Lk Bl

Department Street Improvements
Contact
Type Improvement
Useful Life 60 Years
Category Street Improvement
Priority 2-New Addition (High)
Status Active

Total Cost $72,000,000

Description

Construct grade-separated crossings of Highway 10 and BNSF railway at Sunfish Lake Boulevard. Includes half of the required frontage road improvements.

Total City Cost Share = $2,000,000.

Justification

The existing at-grade vehicle and pedestrian crossings of the BNSF railroad tracks are unsafe and result in traffic congestion and mobility issues along US Highway 10 and Ramsey Boulevard. When responding to calls for service, emergency vehicles are not able to cross the railroad tracks or US Highway 10 when trains are present. This can result in delays of several minutes or more, depending on the length of the train(s). Numerous private accesses to Highway 10 will be removed improving safety, congestion and mobility on Highway 10.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Improvements Other than Building Cost	5,000,000	10,000,000	10,000,000	23,500,000	23,500,000						72,000,000
Total	**5,000,000**	**10,000,000**	**10,000,000**	**23,500,000**	**23,500,000**						**72,000,000**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Grants/Outside Sources	5,000,000	10,000,000	10,000,000	22,500,000	22,500,000						70,000,000
MSA				500,000	500,000						1,000,000
Public Improvement Revolving Fund				500,000	500,000						1,000,000
Total	**5,000,000**	**10,000,000**	**10,000,000**	**23,500,000**	**23,500,000**						**72,000,000**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # 17-STR-001

Project Name Reconstruction Streets: Barthels Rum River Acres

Department Street Improvements
Contact
Type Improvement
Useful Life 60 Years
Category Street Improvement
Priority 3-Existing Obligation (Med)
Status Active

Total Cost $783,750

Description

Reconstruction of Barthel's Rum River Acres: 164th Lane, Dysprosium Street, Junkite Street

Justification

In accordance with the City's Pavement Management Program, each paved street within the City is scheduled to receive preventative maintenance on a regularly scheduled basis including reconstruction at the end of its useful life, which is estimate to be 60 years based on the City's predominant sand subgrades.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Improvements Other than Building Cost				783,750							783,750
Total				**783,750**							**783,750**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Storm Water Utility Fund				71,250							71,250
Pavement Management Fund				712,500							712,500
Total				**783,750**							**783,750**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # 17-STR-003

Project Name Reconstruction Streets: Riverdale Drive

Department Street Improvements
Contact
Type Improvement
Useful Life 60 Years
Category Street Improvement
Priority 1-Existing Obligation (High)
Status Active

Total Cost $836,000

Description

Reconstruction of Riverdale Drive from Feldspar Street to Tungsten Street which is a MSA street. Staff recommends using MSA funds to fund a portion of the costs based on availability.

Total Riverdale Drive Project Cost = $836,000
Street Improvements: $760,000
Storm Water Improvements: $76,000

Justification

Each paved street within the City is scheduled to receive preventative maintenance on a regularly scheduled basis including reconstruction at the end of its useful life, which is estimate to be 60 years based on the City's predominant sand subgrades.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Improvements Other than Building Cost	836,000										836,000
Total	**836,000**										**836,000**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
MSA	760,000										760,000
Storm Water Utility Fund	76,000										76,000
Total	**836,000**										**836,000**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # 17-STR-003A

Project Name Reconstruction Streets: Section 07 (Tiger Street)

Department Street Improvements
Contact
Type Improvement
Useful Life 60 Years
Category Street Improvement
Priority 1-Existing Obligation (High)
Status Active

Total Cost $359,480

Description

Reconstruction of streets in Section 07 (unplatted). Tiger Street between Armstrong Boulevard and 173rd Avenue.

Justification

Each paved street within the City is scheduled to receive preventative maintenance on a regularly scheduled basis including reconstruction at the end of its useful life, which is estimate to be 60 years based on the City's predominant sand subgrades.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Improvements Other than Building Cost	359,480										359,480
Total	**359,480**										**359,480**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Storm Water Utility Fund	32,680										32,680
Pavement Management Fund	326,800										326,800
Total	**359,480**										**359,480**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # 17-STR-004

Project Name Reconstruction Streets: Wood Pond Hills 2nd-5th

Department Street Improvements
Contact
Type Improvement
Useful Life 60 Years
Category Street Improvement
Priority 3-Existing Obligation (Med)
Status Active

Total Cost $544,500

Description

Reconstruct Wood Pond Hills 2nd, Wood Pond Hillls 3rd, Wood Pond Hills 4th, and Wood Pond Hills 5th additions

Total Project Costs: $544,500
Street Improvements: $495,000
Storm Sewer $ 49,500

Justification

Each paved street within the City is scheduled to receive preventative maintenance on a regularly scheduled basis including reconstruction at the end of its useful life, which is estimate to be 60 years based on the City's predominant sand subgrades.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Improvements Other than Building Cost						544,500					544,500
Total						**544,500**					**544,500**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Storm Water Utility Fund						49,500					49,500
Pavement Management Fund						495,000					495,000
Total						**544,500**					**544,500**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # 17-STR-005

Project Name Reconstruction Streets: Autumn Heights

Department Street Improvements
Contact
Type Improvement
Useful Life 60 Years
Category Street Improvement
Priority 1-Existing Obligation (High)
Status Active

Total Cost $974,050

Description

Reconstruction of Autumn Heights.

Justification

Each paved street within the City is scheduled to receive preventative maintenance on a regularly scheduled basis including reconstruction at the end of its useful life, which is estimate to be 60 years based on the City's predominant sand subgrades.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Improvements Other than Building Cost		974,050									974,050
Total		**974,050**									**974,050**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Storm Water Utility Fund		88,550									88,550
Pavement Management Fund		885,500									885,500
Total		**974,050**									**974,050**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # 17-STR-006

Project Name Reconstruction Streets: Halls Dover Acres

Department Street Improvements
Contact
Type Improvement
Useful Life 60 Years
Category Street Improvement
Priority 3-Existing Obligation (Med)
Status Active

Total Cost $724,320

Description

Reconstruction of streeets:
Halls Dover Acres: 157th Lane, 158th Avenue, 158th Lane, Quicksilver Street, Radium Circle, Radium Street and Sodium Street

Total Halls Dover Acres Project Cost = $724,320
- Street Improvements: $431,200
- Storm Water Improvements: $ 43,210
- Water Improvements $250,000

Justification

Each paved street within the City is scheduled to receive preventative maintenance on a regularly scheduled basis including reconstruction at the end of its useful life, which is estimate to be 60 years based on the City's predominant sand subgrades.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Improvements Other than Building Cost						724,320					724,320
Total						**724,320**					**724,320**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Storm Water Utility Fund						43,120					43,120
Water Utility Fund						250,000					250,000
Pavement Management Fund						431,200					431,200
Total						**724,320**					**724,320**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # 17-STR-007

Project Name Reconstruction Streets: Nature View

Department Street Improvements
Contact
Type Improvement
Useful Life 60 Years
Category Street Improvement
Priority 3-Existing Obligation (Med)
Status Active

Total Cost $335,500

Description

Reconstruction of Nature View: 159th Avenue, Azurite Court & Xenon Street.

Total Nature View Project Cost = $335,500
Street Improvements: $305,000
Storm Water Improvements: $ 30,500

Justification

Each paved street within the City is scheduled to receive preventative maintenance on a regularly scheduled basis including reconstruction at the end of its useful life, which is estimate to be 60 years based on the City's predominant sand subgrades.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Improvements Other than Building Cost										335,500	335,500
Total										**335,500**	**335,500**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Storm Water Utility Fund										30,500	30,500
Pavement Management Fund										305,000	305,000
Total										**335,500**	**335,500**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # 17-STR-007A

Project Name Reconstruction Streets: Sortebergs 6th

Department Street Improvements
Contact
Type Improvement
Useful Life 60 Years
Category Street Improvement
Priority 3-Existing Obligation (Med)
Status Active

Total Cost $647,900

Description

Reconstruction of streets in Sortebergs 6th Addition including 174th Lane, Puma Street and Rabbit Street.

Justification

Each paved street within the City is scheduled to receive preventative maintenance on a regularly scheduled basis including reconstruction at the end of its useful life, which is estimate to be 60 years based on the City's predominant sand subgrades.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Improvements Other than Building Cost				647,900							647,900
Total				**647,900**							**647,900**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Storm Water Utility Fund				58,900							58,900
Pavement Management Fund				589,000							589,000
Total				**647,900**							**647,900**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # 17-STR-008

Project Name Reconstruct Streets: Fox Ridge Estates 1st & 2nd

Department Street Improvements
Contact
Type Improvement
Useful Life 60 Years
Category Street Improvement
Priority 3-Existing Obligation (Med)
Status Active

Total Cost $2,267,650

Description

Reconstruction Streets: Fox Ridge Estates 1st & 2nd: 170th Ave., 172nd Lane, 173rd Ave., 174th Ave., Potassium Court, Potassium Street, Sodium Street, Tungsten Street & Wolfram Street

Justification

Each paved street within the City is scheduled to receive preventative maintenance on a regularly scheduled basis including reconstruction at the end of its useful life, which is estimate to be 60 years based on the City's predominant sand subgrades.

Look at Possibility of Using MSA or PIR funds for portion of costs instead of bonding.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Improvements Other than Building Cost								2,267,650			2,267,650
Total								**2,267,650**			**2,267,650**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Storm Water Utility Fund								206,150			206,150
Pavement Management Fund								2,061,500			2,061,500
Total								**2,267,650**			**2,267,650**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # 17-STR-009

Project Name Reconstruction Streets: Rodeo Hills/Valley View

Department Street Improvements
Contact
Type Improvement
Useful Life 60 Years
Category Street Improvement
Priority 3-Existing Obligation (Med)
Status Active

Total Cost $850,300

Description

Reconstruction of Rodeo Hills Estates, Valley View Acres: Soil Correction likely required. 177th Lane, 178th Lane, 179th Lane, 180th Lane, Uranium Street and Vanadium Street.

Justification

Each paved street within the City is scheduled to receive preventative maintenance on a regularly scheduled basis including reconstruction at the end of its useful life, which is estimate to be 60 years based on the City's predominant sand subgrades.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Improvements Other than Building Cost					850,300						850,300
Total					**850,300**						**850,300**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Storm Water Utility Fund					77,300						77,300
Pavement Management Fund					773,000						773,000
Total					**850,300**						**850,300**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # 17-STR-011

Project Name MSA Mill & Overlay: Alpine Drive-Puma St to Armst

Department Street Improvements
Contact
Type Improvement
Useful Life 60 Years
Category Street Improvement
Priority 3-Existing Obligation (Med)
Status Active

Total Cost $600,000

Description

Mill and overlay, with paving fabric interlayer of Alpine Drive between Puma Street and Armstrong Boulevard. Extension of trunk watermain, directional drilled between Puma Street and Armstrong Boulevard.

Justification

Each paved street within the City is scheduled to receive preventative maintenance on a regularly scheduled basis including reconstruction at the end of its useful life, which is estimate to be 60 years based on the City's predominant sand subgrades.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Improvements Other than Building Cost				600,000							600,000
Total				**600,000**							**600,000**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
MSA				200,000							200,000
Storm Water Utility Fund				15,000							15,000
Water Utility Fund				385,000							385,000
Total				**600,000**							**600,000**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # 17-STR-012

Project Name Concrete Repairs

Department Street Improvements

Contact

Type Improvement

Useful Life 20 Years

Category Street Improvement

Priority 3-Existing Obligation (Med)

Status Active

Total Cost $600,000

Description

Repair, overlay and stripe concrete pavement on Sunwood Drive and Rhinestone Street in the COR. Proposed improvements include repairing cracks, failing concrete joists and holes, as well as, replacing all existing colored concrete crosswalks with high-early concrete and adding thermoplastic crosswalk markings, alsong with new pavement striping on both sides.

Justification

Numerous concrete pavement joints are failing resulting in stormwater runoff infiltrating into the pavement base, accelerating pavement deterioration due to saturated subgrade soils. Numerous holes also exist allowing stormwater runoff into the pavement base. These holes also present trip hazards to pedestrians and most of the holes are located in pedestrian crosswalks where colored concrete was used for enhanced delineation.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Improvements Other than Building Cost									600,000		600,000
Total									**600,000**		**600,000**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
MSA									600,000		600,000
Total									**600,000**		**600,000**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # 17-STR-013

Project Name Reconstruction Streets: Whispering Pine Est Pl 3

Department Street Improvements
Contact
Type Improvement
Useful Life 60 Years
Category Street Improvement
Priority 3-Existing Obligation (Med)
Status Active

Total Cost $1,546,600

Description

Reconstruct streets in Whispering Pines Estates Plat 3: Add Concrete curb and gutter and storm sewer. 157th Lane, 158th Avenue, 158th Lane, Eland Street, Ferret Street and Kangaroo Street

Justification

These streets are in poor condition and require reconstruction. The pavement has deteriorated beyond the point where an overlay should be applied. This project will install concrete curb and gutter and storm sewer to improve drainage..

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Improvements Other than Building Cost							1,546,600				1,546,600
Total							**1,546,600**				**1,546,600**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Storm Water Utility Fund							140,600				140,600
Pavement Management Fund							1,406,000				1,406,000
Total							**1,546,600**				**1,546,600**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # 18-STR-003

Project Name Reconstruction Streets: Sports Haven

Department Street Improvements
Contact
Type Improvement
Useful Life 60 Years
Category Street Improvement
Priority 3-Existing Obligation (Med)
Status Active

Total Cost $392,920

Description

Reconstruct streets in Sports Haven: 165th Lane, 166th Avenue, Xenolith Street, Yolite Street

Justification

These streets are in poor condition and require reconstruction. The pavement has deteriorated beyond the point where an overlay should be applied. This project will install concrete curb and gutter and storm sewer.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Improvements Other than Building Cost										392,920	392,920
Total										**392,920**	**392,920**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Storm Water Utility Fund										35,720	35,720
Pavement Management Fund										357,200	357,200
Total										**392,920**	**392,920**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # 19-STR-001

Project Name Reconstruction Streets: Barthels Rum River Acres 2

Department Street Improvements
Contact
Type Improvement
Useful Life 60 Years
Category Street Improvement
Priority 3-Existing Obligation (Med)
Status Active

Total Cost $1,713,800

Description

Reconstruction of Streets in Barthel's Rum River Acres 2nd: 161st Avenue, 161st Lane, 162nd Lane, 164th Avenue, Dysprosium Street, Germanium Street and Junkite Street.

Justification

These streets are in poor condition and require reconstruction. The pavement has deteriorated beyond the point where an overlay could be applied.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Improvements Other than Building Cost			1,713,800								1,713,800
Total			**1,713,800**								**1,713,800**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Storm Water Utility Fund			155,800								155,800
Pavement Management Fund			1,558,000								1,558,000
Total			**1,713,800**								**1,713,800**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # 19-STR-004

Project Name Reconstruction Streets: 161st Avenue

Department Street Improvements
Contact
Type Improvement
Useful Life 60 Years
Category Street Improvement
Priority 3-Existing Obligation (Med)
Status Active

Total Cost $532,950

Description

Reconstruction of MSA Street 161st Avenue: CR 83 to Variolite Street

Justification

These streets are in poor condition and require reconstruction. The pavement has deteriorated beyond the point where an overlay could be applied.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Improvements Other than Building Cost				532,950							532,950
Total				**532,950**							**532,950**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
MSA				484,500							484,500
Storm Water Utility Fund				48,450							48,450
Total				**532,950**							**532,950**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # 19-STR-011

Project Name Reconstruction Streets: Carol-Rose Acres

Department Street Improvements
Contact
Type Improvement
Useful Life 60 Years
Category Street Improvement
Priority 3-Existing Obligation (Med)
Status Active

Total Cost $610,280

Description

Reconstruction of Streets in Carol-Rose Acres: 163rd Lane, 164th Avenue, 164th Lane, and Yolite Street.

Justification

These streets are in poor condition and require reconstruction. The pavement has deteriorated beyond the point where an overlay could be applied.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Improvements Other than Building Cost										610,280	610,280
Total										**610,280**	**610,280**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Storm Water Utility Fund										55,480	55,480
Pavement Management Fund										554,800	554,800
Total										**610,280**	**610,280**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # 19-STR-015

Project Name Reconstruction Streets: Ford Brook Est 3rd

Department Street Improvements
Contact
Type Improvement
Useful Life 60 Years
Category Street Improvement
Priority 3-Existing Obligation (Med)
Status Active

Total Cost $438,900

Description

Reconstruction of streets in Ford Brook Estates 3rd: 180th Avenue and Barium Street

Justification

These streets are in poor condition and require reconstruction. The pavement has deteriorated beyond the point where an overlay could be applied.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Improvements Other than Building Cost						438,900					438,900
Total						**438,900**					**438,900**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Storm Water Utility Fund						39,900					39,900
Pavement Management Fund						399,000					399,000
Total						**438,900**					**438,900**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # 19-STR-016

Project Name Reconstruction Streets: Windsorwood

Department Street Improvements
Contact
Type Improvement
Useful Life 60 Years
Category Street Improvement
Priority 3-Existing Obligation (Med)
Status Active

Total Cost $308,000

Description

Reconstruction of streets in Windsorwood: 178th Avenue, 178th Circle and Vicuna Street

Justification

These streets are in poor condition and require reconstruction. The pavement has deteriorated beyond the point where an overlay could be applied.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Improvements Other than Building Cost										308,000	308,000
Total										**308,000**	**308,000**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Storm Water Utility Fund										28,000	28,000
Pavement Management Fund										280,000	280,000
Total										**308,000**	**308,000**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # 19-STR-017

Project Name Reconstruction Streets: Countryside Estates

Department Street Improvements
Contact
Type Improvement
Useful Life 60 Years
Category Street Improvement
Priority 3-Existing Obligation (Med)
Status Active

Total Cost $1,905,750

Description

Reconstruction of streets in Countryside Estates: 175th Lane, 176th Avenue, 176th Lane, Marmoset Street, Okapi Street, Rabbit Street, Unicorn Street, Vicuna Street, Wolverive Street and Xerus Street.

Justification

These streets are in poor condition and require reconstruction. The pavement has deteriorated beyond the point where an overlay could be applied.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Improvements Other than Building Cost									1,905,750		1,905,750
Total									**1,905,750**		**1,905,750**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Storm Water Utility Fund									173,250		173,250
Pavement Management Fund									1,732,500		1,732,500
Total									**1,905,750**		**1,905,750**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # 19-STR-018

Project Name Reconstruction Streets:MSA Waco St-Sunwood Dr/150

Department Street Improvements
Contact
Type Improvement
Useful Life 60 Years
Category Street Improvement
Priority 1-Existing Obligation (High)
Status Active

Total Cost $135,850

Description

Reconstruction of MSA Waco Street from Sunwood Drive to 150th Avenue

Justification

These streets are in poor condition and require reconstruction. The pavement has deteriorated beyond the point where an overlay could be applied.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Improvements Other than Building Cost		135,850									135,850
Total		**135,850**									**135,850**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
MSA		123,500									123,500
Storm Water Utility Fund		12,350									12,350
Total		**135,850**									**135,850**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project #	20-STR-002
Project Name	Reconstruction Streets: MSA Xkimo St-TH47 to 142nd

Department	Street Improvements
Contact	
Type	Improvement
Useful Life	60 Years
Category	Street Improvement
Priority	3-Existing Obligation (Med)
Status	Active

Total Cost $337,012

Description

Reconstruction of MSA Streets: Xkimo Street (142nd Avenue to TH 47) and Waco Street (Th 47 to Xkimo Court). 0.42 Total Miles

Justification

Each paved street within the City is scheduled to receive preventative maintenance on a regularly scheduled basis including reconstruction at the end of its useful life, which is estimate to be 60 years based on the City's predominant sand subgrade

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Improvements Other than Building Cost				337,012							337,012
Total				**337,012**							**337,012**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
MSA				306,375							306,375
Storm Water Utility Fund				30,637							30,637
Total				**337,012**							**337,012**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project #	21-STR-001
Project Name	2021 MSA Overlays

Department	Street Improvements
Contact	
Type	Improvement
Useful Life	60 Years
Category	Street Improvement
Priority	1-Existing Obligation (High)
Status	Active

Total Cost $203,500

Description

Overlaying of MSA Streets: Sunwood Drive between CR 116 & CR 57 and Sunwood Drive between Erkium Street and TH47

Justification

In accordandance with the City's Pavement Management Program, each paved street within the City is scheduled to receive preventative maintenance on a regularly scheduled basis including reconstruction at the end of its useful life, which is estimated to be 60 years based on the City's predominant sand subgrades.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Improvements Other than Building Cost	203,500										203,500
Total	**203,500**										**203,500**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
MSA	185,000										185,000
Storm Water Utility Fund	18,500										18,500
Total	**203,500**										**203,500**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # 21-STR-002

Project Name 2021 Neighborhood Overlays

Department Street Improvements

Contact

Type Improvement

Useful Life 60 Years

Category Street Improvement

Priority 1-Existing Obligation (High)

Total Cost $414,590

Status Active

Description

Overlay of streets with the following subdivisions:
Brich Bill Lodges, Ferrum 1st & 2nd Additions: Gateway Industrial Park: Mallard Ponds: Northfork Itasca Point, Northfork St. Andrews: Oakridge Insdustrial Park: Rabbit Run: Ramsey Meadows 2nd.

Justification

In accordandance with the City's Pavement Management Program, each paved street within the City is scheduled to receive preventative maintenance on a regularly scheduled basis including reconstruction at the end of its useful life, which is estimated to be 60 years based on the City's predominant sand subgrades.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Improvements Other than Building Cost	414,590										414,590
Total	**414,590**										**414,590**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Storm Water Utility Fund	37,690										37,690
Pavement Management Fund	376,900										376,900
Total	**414,590**										**414,590**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # 21-STR-003

Project Name Business Park 95 Street Reconstruction

Department Street Improvements
Contact
Type Improvement
Useful Life 60 Years
Category Street Improvement
Priority 1-Existing Obligation (High)
Status Active

Total Cost $1,567,500

Description

Reconstruction of streets within the Business Park 95, Business Park 95 2nd, Business Park 95 5th and Business park95 7th subdivisions.

Justification

In accordandance with the City's Pavement Management Program, each paved street within the City is scheduled to receive preventative maintenance on a regularly scheduled basis including reconstruction at the end of its useful life, which is estimated to be 60 years based on the City's predominant sand subgrades.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Improvements Other than Building Cost	1,567,500										1,567,500
Total	**1,567,500**										**1,567,500**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Storm Water Utility Fund	142,500										142,500
Pavement Management Fund	1,425,000										1,425,000
Total	**1,567,500**										**1,567,500**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # 21-STR-004

Project Name CSAH 116 & TH 47 Intersection Improvements

Department Street Improvements
Contact
Type Improvement
Useful Life 60 Years
Category Street Improvement
Priority 2-New Addition (High)
Status Active

Total Cost $129,402

Description

Operations and safety improvements are proposed for the intersection of CASH 116 (Bunker Lake Boulevard) and TH 47 (St. Francis Boulevard), which is within the City of Ramsey and the City of Anoka. The City of Ramsey share of this project is $129,402.36. After applying federal funds the City's Pro Rata share is reduced to $62,502.72

Justification

In accordandance with the City's Pavement Management Program, each paved street within the City is scheduled to receive preventative maintenance on a regularly scheduled basis including reconstruction at the end of its useful life, which is estimated to be 60 years based on the City's predominant sand subgrades.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Improvements Other than Building Cost	129,402										129,402
Total	**129,402**										**129,402**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Grants/Outside Sources	66,899										66,899
Public Improvement Revolving Fund	39,023										39,023
Storm Water Utility Fund	23,480										23,480
Total	**129,402**										**129,402**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # 21-STR-005

Project Name 2022 MSA Overlays

Department Street Improvements

Contact

Type Improvement

Useful Life 60 Years

Category Street Improvement

Priority 1-Existing Obligation (High)

Status Active

Total Cost $68,750

Description

Overlaying of MSA Streets: Riverdale Drive between Armstrong Interchange & Llama Street.

Justification

In accordandance with the City's Pavement Management Program, each paved street within the City is scheduled to receive preventative maintenance on a regularly scheduled basis including reconstruction at the end of its useful life, which is estimated to be 60 years based on the City's predominant sand subgrades.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Improvements Other than Building Cost		68,750									68,750
Total		**68,750**									**68,750**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
MSA		62,500									62,500
Storm Water Utility Fund		6,250									6,250
Total		**68,750**									**68,750**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project #	21-STR-006
Project Name	2022 Neighborhood Overlays

Department	Street Improvements
Contact	
Type	Improvement
Useful Life	60 Years
Category	Street Improvement
Priority	1-Existing Obligation (High)
Status	Active

Total Cost $1,099,450

Description

Overlaying of the streets within the following subdivisions: Reilley Estates; Reilly Estatates 2nd; Reilley Estates 3rd; Section 27 Unplatted; Sunfish Gateway Business Park; The Ponds of Ramsey, Traprock Commons; Wildlife Sanctuary 2nd; Wildlife Sanctuary 3rd.

Justification

In accordandance with the City's Pavement Management Program, each paved street within the City is scheduled to receive preventative maintenance on a regularly scheduled basis including reconstruction at the end of its useful life, which is estimated to be 60 years based on the City's predominant sand subgrades.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Improvements Other than Building Cost		1,099,450									1,099,450
Total		**1,099,450**									**1,099,450**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Storm Water Utility Fund		99,950									99,950
Pavement Management Fund		999,500									999,500
Total		**1,099,450**									**1,099,450**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # 21-STR-007

Project Name MSA - Sunwood Drive Street Reconstruction

Department Street Improvements
Contact
Type Improvement
Useful Life 60 Years
Category Street Improvement
Priority 1-Existing Obligation (High)
Status Active

Total Cost $264,660

Description

Reconstruction of MSA street Sunwood Drive between TH47 and Waco Street.

Justification

In accordandance with the City's Pavement Management Program, each paved street within the City is scheduled to receive preventative maintenance on a regularly scheduled basis including reconstruction at the end of its useful life, which is estimated to be 60 years based on the City's predominant sand subgrades.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Improvements Other than Building Cost		264,660									264,660
Total		**264,660**									**264,660**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
MSA		240,600									240,600
Storm Water Utility Fund		24,060									24,060
Total		**264,660**									**264,660**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # 21-STR-008

Project Name 2023 MSA Overlays

Department Street Improvements

Contact

Type Improvement

Useful Life 60 Years

Category Street Improvement

Priority 3-Existing Obligation (Med)

Status Active

Total Cost $167,750

Description

Overlaying of MSA Streets: Riverdale Drive between Ramsey Boulevard & Garnet Street.

Justification

In accordandance with the City's Pavement Management Program, each paved street within the City is scheduled to receive preventative maintenance on a regularly scheduled basis including reconstruction at the end of its useful life, which is estimated to be 60 years based on the City's predominant sand subgrades.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Improvements Other than Building Cost			167,750								167,750
Total			**167,750**								**167,750**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
MSA			152,500								152,500
Storm Water Utility Fund			15,250								15,250
Total			**167,750**								**167,750**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # 21-STR-009

Project Name 2023 Neighborhood Overlays

Department Street Improvements

Contact

Type Improvement

Useful Life 60 Years

Category Street Improvement

Priority 4-New Addition (Med)

Total Cost $413,600

Status Active

Description

Overlaying of streets within the following subdivisions: Alpine Meadows; Highlands at River Park: Highlands at River Park 2nd; Highlands at River Park 3rd; Highlands at River Park 4th.

Justification

In accordandance with the City's Pavement Management Program, each paved street within the City is scheduled to receive preventative maintenance on a regularly scheduled basis including reconstruction at the end of its useful life, which is estimated to be 60 years based on the City's predominant sand subgrades.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Improvements Other than Building Cost			413,600								413,600
Total			**413,600**								**413,600**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Storm Water Utility Fund			37,600								37,600
Pavement Management Fund			376,000								376,000
Total			**413,600**								**413,600**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # 21-STR-010

Project Name MSA 167th Avenue Street Reconstruction

Department Street Improvements
Contact
Type Improvement
Useful Life 60 Years
Category Street Improvement
Priority 3-Existing Obligation (Med)
Status Active

Total Cost $1,463,000

Description

Recontruction of MSA street 167th Avenue between CSAH 5 and TH 47.

Justification

In accordandance with the City's Pavement Management Program, each paved street within the City is scheduled to receive preventative maintenance on a regularly scheduled basis including reconstruction at the end of its useful life, which is estimated to be 60 years based on the City's predominant sand subgrades.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Improvements Other than Building Cost			1,463,000								1,463,000
Total			**1,463,000**								**1,463,000**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
MSA			1,330,000								1,330,000
Storm Water Utility Fund			133,000								133,000
Total			**1,463,000**								**1,463,000**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project #	21-STR-011
Project Name	2024 MSA Overlays

Department	Street Improvements
Contact	
Type	Improvement
Useful Life	60 Years
Category	Street Improvement
Priority	3-Existing Obligation (Med)
Status	Active

Total Cost $85,800

Description

Overlaying of MSA Streets: McKinley Street between CR 57 and Section line of Section 34.

Justification

In accordandance with the City's Pavement Management Program, each paved street within the City is scheduled to receive preventative maintenance on a regularly scheduled basis including reconstruction at the end of its useful life, which is estimated to be 60 years based on the City's predominant sand subgrades.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Improvements Other than Building Cost				85,800							85,800
Total				**85,800**							**85,800**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
MSA				78,000							78,000
Storm Water Utility Fund				7,800							7,800
Total				**85,800**							**85,800**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # 21-STR-012

Project Name 2024 Neighborhood Overlays

Department Street Improvements
Contact
Type Improvement
Useful Life 60 Years
Category Street Improvement
Priority 3-Existing Obligation (Med)
Status Active

Total Cost $685,850

Description

Overlaying of streets within the following subdivisions: Gateway Industrial Park 2nd; Sunfish Lake Business Park 2nd; Sunflower Ridge; Tiger Meadows; Town Center Gardens; Town Center Gardens 2nd; Town Center Gardens 3rd.

Justification

In accordandance with the City's Pavement Management Program, each paved street within the City is scheduled to receive preventative maintenance on a regularly scheduled basis including reconstruction at the end of its useful life, which is estimated to be 60 years based on the City's predominant sand subgrades.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Improvements Other than Building Cost				685,850							685,850
Total				**685,850**							**685,850**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Storm Water Utility Fund				62,350							62,350
Pavement Management Fund				623,500							623,500
Total				**685,850**							**685,850**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project #	21-STR-013
Project Name	2025 Neighborhood Overlays

Department	Street Improvements
Contact	
Type	Improvement
Useful Life	60 Years
Category	Street Improvement
Priority	3-Existing Obligation (Med)
Status	Active

Total Cost $1,056,110

Description

Overlayiing of streets within the following subdivisions: Alpine Acres; Alpine Acres 2nd; Beaudry's 2nd; Ramsey Town Center 2nd; Ramsey Town Center 4th; Ramsey Town Center 6th; Ramsey Town Center 7th; Ramsey Town Center IP 05-22; Rivenwick 3rd; Rivenwick Village; Rum River Hills; Village of Sunfish Lake.

Justification

In accordandance with the City's Pavement Management Program, each paved street within the City is scheduled to receive preventative maintenance on a regularly scheduled basis including reconstruction at the end of its useful life, which is estimated to be 60 years based on the City's predominant sand subgrades.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Improvements Other than Building Cost					1,056,110						1,056,110
Total					**1,056,110**						**1,056,110**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Storm Water Utility Fund					96,010						96,010
Pavement Management Fund					960,100						960,100
Total					**1,056,110**						**1,056,110**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project #	21-STR-014
Project Name	2026 Neighborhood Overlays

Department	Street Improvements
Contact	
Type	Improvement
Useful Life	60 Years
Category	Street Improvement
Priority	3-Existing Obligation (Med)
Status	Active

Total Cost $305,800

Description

Overlaying of streets within the following subdivisions: Alpine Woods; Evergreen Point Townhomes 1st; Evergreen Point Townhomes 2nd; Hall-Anderson Acres (TH 47 Service Road only); Section 16 Unplatted (2006 Construction only)

Justification

In accordandance with the City's Pavement Management Program, each paved street within the City is scheduled to receive preventative maintenance on a regularly scheduled basis including reconstruction at the end of its useful life, which is estimated to be 60 years based on the City's predominant sand subgrades.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Improvements Other than Building Cost						305,800					305,800
Total						**305,800**					**305,800**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Storm Water Utility Fund						27,800					27,800
Pavement Management Fund						278,000					278,000
Total						**305,800**					**305,800**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # 21-STR-015

Project Name Flintwood Hills 2nd & 3rd Street Reconstruction

Department Street Improvements
Contact
Type Improvement
Useful Life 60 Years
Category Street Improvement
Priority 3-Existing Obligation (Med)
Status Active

Total Cost $502,150

Description

Reconstruction of streets within Flintwood Hils 2nd and Flintwood Hils 3rd subdivisions.

Justification

In accordandance with the City's Pavement Management Program, each paved street within the City is scheduled to receive preventative maintenance on a regularly scheduled basis including reconstruction at the end of its useful life, which is estimated to be 60 years based on the City's predominant sand subgrades.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Improvements Other than Building Cost						502,150					502,150
Total						**502,150**					**502,150**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Storm Water Utility Fund						45,650					45,650
Pavement Management Fund						456,500					456,500
Total						**502,150**					**502,150**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # 21-STR-016

Project Name 2027 MSA Overlays

Department Street Improvements

Contact

Type Improvement

Useful Life 60 Years

Category Street Improvement

Priority 3-Existing Obligation (Med)

Status Active

Total Cost $494,780

Description

Overlaying of MSA Streets: Rhinestone Street (Veterans Drive/Sunwood Drive); Sunwood Drive (CR 83/Zeolite Street); Sunwood Drive (Rhinestone Street/CR 56); Veterans Drive (Zeolite Street (Sunwood Drive/Veterans Drive).

Justification

In accordandance with the City's Pavement Management Program, each paved street within the City is scheduled to receive preventative maintenance on a regularly scheduled basis including reconstruction at the end of its useful life, which is estimated to be 60 years based on the City's predominant sand subgrades.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Improvements Other than Building Cost							494,780				494,780
Total							**494,780**				**494,780**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
MSA							449,800				449,800
Storm Water Utility Fund							44,980				44,980
Total							**494,780**				**494,780**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # 21-STR-017

Project Name 2027 Neighborhood Overlays

Department Street Improvements

Contact

Type Improvement

Useful Life 60 Years

Category Street Improvement

Priority 3-Existing Obligation (Med)

Status Active

Total Cost $543,950

Description

Overlaying of streets withinin the following subdivisions: Brookfield; Ebony; Estates of Silver Oaks; Riversben (non-2018 Recon); Riversbend 2nd; Riversbend Plaza.

Justification

In accordandance with the City's Pavement Management Program, each paved street within the City is scheduled to receive preventative maintenance on a regularly scheduled basis including reconstruction at the end of its useful life, which is estimated to be 60 years based on the City's predominant sand subgrades.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Improvements Other than Building Cost							543,950				543,950
Total							**543,950**				**543,950**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Storm Water Utility Fund							46,450				46,450
Pavement Management Fund							497,500				497,500
Total							**543,950**				**543,950**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # 21-STR-018

Project Name MSA 156th Avenue Street Reconstruction

Department Street Improvements
Contact
Type Improvement
Useful Life 60 Years
Category Street Improvement
Priority 3-Existing Obligation (Med)
Status Active

Total Cost $392,150

Description

Reconstruction of MSA street 156th Avenue between Juniper Ridge Drive and Roanoke Street

Justification

In accordandance with the City's Pavement Management Program, each paved street within the City is scheduled to receive preventative maintenance on a regularly scheduled basis including reconstruction at the end of its useful life, which is estimated to be 60 years based on the City's predominant sand subgrades.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Improvements Other than Building Cost							392,150				392,150
Total							**392,150**				**392,150**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
MSA							356,500				356,500
Storm Water Utility Fund							35,650				35,650
Total							**392,150**				**392,150**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project #	21-STR-019
Project Name	2028 MSA Overlays

Department	Street Improvements
Contact	
Type	Improvement
Useful Life	60 Years
Category	Street Improvement
Priority	3-Existing Obligation (Med)
Status	Active

Total Cost $892,100

Description

Overlaying of MSA Streets: 173rd/175th Avenue (Armstrong Blv/CSAH 5) includes soil correction area; McKinley Street (Ebony St/ W EOP); Ramsey Boulevard (Ridgedale Dr/ TH 10)

Justification

In accordandance with the City's Pavement Management Program, each paved street within the City is scheduled to receive preventative maintenance on a regularly scheduled basis including reconstruction at the end of its useful life, which is estimated to be 60 years based on the City's predominant sand subgrades.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Improvements Other than Building Cost								892,100			892,100
Total								**892,100**			**892,100**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
MSA								811,000			811,000
Storm Water Utility Fund								81,100			81,100
Total								**892,100**			**892,100**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project #	21-STR-020
Project Name	2028 Neighborhood Overlays

Department	Street Improvements
Contact	
Type	Improvement
Useful Life	60 Years
Category	Street Improvement
Priority	3-Existing Obligation (Med)
Status	Active

Total Cost $204,600

Description

Overlaying of streets within the following subdivisions: Amber Ridge 2nd; Meadow; Sunfish Lake Business Park 3rd

Justification

In accordandance with the City's Pavement Management Program, each paved street within the City is scheduled to receive preventative maintenance on a regularly scheduled basis including reconstruction at the end of its useful life, which is estimated to be 60 years based on the City's predominant sand subgrades.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Improvements Other than Building Cost								204,600			204,600
Total								**204,600**			**204,600**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Storm Water Utility Fund								18,600			18,600
Pavement Management Fund								186,000			186,000
Total								**204,600**			**204,600**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # 21-STR-021

Project Name MSA 142nd Avenue Street Reconstruction

Department Street Improvements
Contact
Type Improvement
Useful Life 60 Years
Category Street Improvement
Priority 3-Existing Obligation (Med)
Status Active

Total Cost $52,925

Description

Reconstruction of MSA Street 142nd Avenue between TH 47 and Xkimo Street.

Justification

In accordandance with the City's Pavement Management Program, each paved street within the City is scheduled to receive preventative maintenance on a regularly scheduled basis including reconstruction at the end of its useful life, which is estimated to be 60 years based on the City's predominant sand subgrades.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Improvements Other than Building Cost								52,925			52,925
Total								**52,925**			**52,925**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
MSA								48,125			48,125
Storm Water Utility Fund								4,800			4,800
Total								**52,925**			**52,925**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project #	21-STR-022
Project Name	2029 MSA Overlays

Department	Street Improvements
Contact	
Type	Improvement
Useful Life	60 Years
Category	Street Improvement
Priority	3-Existing Obligation (Med)
Status	Active

Total Cost $490,050

Description

Overlaying of MSA streets: 166th/167th Avenue (Quartz Street/CSAH 5); Alpine Drive (TH 10/Puma Street)

Justification

In accordandance with the City's Pavement Management Program, each paved street within the City is scheduled to receive preventative maintenance on a regularly scheduled basis including reconstruction at the end of its useful life, which is estimated to be 60 years based on the City's predominant sand subgrades.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Improvements Other than Building Cost									490,050		490,050
Total									**490,050**		**490,050**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
MSA									445,500		445,500
Storm Water Utility Fund									44,550		44,550
Total									**490,050**		**490,050**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project #	21-STR-023
Project Name	2029 Neighborhood Overlays

Department	Street Improvements
Contact	
Type	Improvement
Useful Life	60 Years
Category	Street Improvement
Priority	3-Existing Obligation (Med)
Status	Active

Total Cost $264,440

Description

Overlaying of streets in the following subdivisons: Brookfield 2nd; Brookfield 2nd/3rd; Brookfield 3rd; Gerberts Addition

Justification

In accordandance with the City's Pavement Management Program, each paved street within the City is scheduled to receive preventative maintenance on a regularly scheduled basis including reconstruction at the end of its useful life, which is estimated to be 60 years based on the City's predominant sand subgrades.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Improvements Other than Building Cost									264,440		264,440
Total									**264,440**		**264,440**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Storm Water Utility Fund									24,040		24,040
Pavement Management Fund									240,400		240,400
Total									**264,440**		**264,440**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project #	21-STR-024
Project Name	2030 MSA Overlays

Department	Street Improvements
Contact	
Type	Improvement
Useful Life	60 Years
Category	Street Improvement
Priority	3-Existing Obligation (Med)
Status	Active

Total Cost $46,200

Description

Overlaying of the following MSA streets: 161st Avenue (Variolite St/Rhinestone St)

Justification

In accordandance with the City's Pavement Management Program, each paved street within the City is scheduled to receive preventative maintenance on a regularly scheduled basis including reconstruction at the end of its useful life, which is estimated to be 60 years based on the City's predominant sand subgrades.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Improvements Other than Building Cost										46,200	46,200
Total										**46,200**	**46,200**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
MSA										42,000	42,000
Storm Water Utility Fund										4,200	4,200
Total										**46,200**	**46,200**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # 21-STR-025

Project Name 2030 Neighborhood Overlays

Department Street Improvements

Contact

Type Improvement

Useful Life 60 Years

Category Street Improvement

Priority 3-Existing Obligation (Med)

Total Cost $304,040

Status Active

Description

Overlaying of streets within the following subdivisions: Section 01 Unplatted (Ute Street only); Section 23 Unplatted (Old Hwy 5 only); Section 24 unplatted (2010 construction only); Sweetbay Ridge

Justification

In accordandance with the City's Pavement Management Program, each paved street within the City is scheduled to receive preventative maintenance on a regularly scheduled basis including reconstruction at the end of its useful life, which is estimated to be 60 years based on the City's predominant sand subgrades.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Improvements Other than Building Cost										304,040	304,040
Total										**304,040**	**304,040**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Storm Water Utility Fund										27,640	27,640
Pavement Management Fund										276,400	276,400
Total										**304,040**	**304,040**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # 21-STR-026

Project Name MSA Alpine Drive Street Reconstruction

Department Street Improvements
Contact
Type Improvement
Useful Life 60 Years
Category Street Improvement
Priority 3-Existing Obligation (Med)
Status Active

Total Cost $723,250

Description

Reconstruction of MSA street Alpine Drive between TH 47 and Roanoke Street.

Justification

In accordandance with the City's Pavement Management Program, each paved street within the City is scheduled to receive preventative maintenance on a regularly scheduled basis including reconstruction at the end of its useful life, which is estimated to be 60 years based on the City's predominant sand subgrades.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Improvements Other than Building Cost										723,250	723,250
Total										**723,250**	**723,250**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
MSA										657,500	657,500
Storm Water Utility Fund										65,750	65,750
Total										**723,250**	**723,250**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project #	21-STR-027
Project Name	MSA Sunwood Drive Street Reconstruction

Department	Street Improvements
Contact	
Type	Improvement
Useful Life	60 Years
Category	Street Improvement
Priority	3-Existing Obligation (Med)
Status	Active

Total Cost $261,250

Description

Reconstruction of MSA street Sunwood Drive between CSAH 5 and Erkium Street.

Justification

In accordandance with the City's Pavement Management Program, each paved street within the City is scheduled to receive preventative maintenance on a regularly scheduled basis including reconstruction at the end of its useful life, which is estimated to be 60 years based on the City's predominant sand subgrades.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Improvements Other than Building Cost										261,250	261,250
Total										**261,250**	**261,250**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
MSA										237,500	237,500
Storm Water Utility Fund										23,750	23,750
Total										**261,250**	**261,250**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # 19-STLT-001

Project Name Bunker Lake Blvd & Puma Street Lights

Department Street Light Utility
Contact
Type Improvement
Useful Life 20
Category Street Light Utility Improvement
Priority 2-New Addition (High)
Status Active

Total Cost $100,000

Description

Construct minimal street lighting improvements along reconstructed segments of Bunker Lake Boulevard and Puma Street.

Justification

The new sections of Bunker Lake Boulevard and Puma Street serve Riverstone development residents and the West Business Park. Street lighting improvements will increase safety for the traveling public.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Improvements Other than Building Cost	100,000										100,000
Total	**100,000**										**100,000**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Street Light Utility Fund	100,000										100,000
Total	**100,000**										**100,000**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # 19-STLT-002

Project Name Riverdale Drive Street Lights

Department Street Light Utility
Contact
Type Improvement
Useful Life 20
Category Street Light Utility Improvement
Priority 2-New Addition (High)
Status Active

Total Cost $85,000

Description

Construct minimal street lighting improvements along the segment of Riverdale Drive between Ramsey Boulevard & Traprock Street, and between old Arsmstrong Boulevard and the new Highway 10 interchange.

Justification

The new section of Riverdale Drive between Ramsey Boulevard and Traprock Street serves as a frontage road to Highway 10. Street lighting improvements will increase safety for the traveling public.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Improvements Other than Building Cost	85,000										85,000
Total	**85,000**										**85,000**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Street Light Utility Fund	85,000										85,000
Total	**85,000**										**85,000**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # 04-WTR-005

Project Name Complete Pump House 3

Department Water Utility
Contact Unassigned
Type Improvement
Useful Life 50 Years
Category Water Utility Improvement
Priority 1-Existing Obligation (High)
Status Active

Total Cost $240,000

Description

This project would add stone and other treatments to the exterior of the unfinished pumphouse to reflect the civic architecture in The COR, to include public buildings, landscaping, as well as, streetscaping.

Additionally, detailed planning in 2019 identified the value in adding to this highly visible public site - a restroom and a plaza/seating area along Center Street. The project will also consider photovoltaic panels to screen some of the industrial looking roofline and shade for the seating area. This power can be available for some the of the public irrigation systems - ex: the pumphouse.

Justification

The purpose and outcome would be to complete the building that has been in an unfinished state for more than a decade. The improvements coincide with the tens of millions of dollwars in adjoining private investments in Ramsey's Downtown District.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Improvements Other than Building Cost	240,000										240,000
Total	**240,000**										**240,000**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Grants/Outside Sources	30,000										30,000
Water Utility Fund	210,000										210,000
Total	**240,000**										**240,000**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # 04-WTR-017

Project Name Water Treatment Facility

Department Water Utility
Contact
Type Buildings
Useful Life 50 Years
Category Water Utility Improvement
Priority 2-New Addition (High)
Status Active

Total Cost $32,000,000

Description

This project anticipates the construction of a 10 MGD ground water treatment plant.

Justification

Int the 2012 Bolton & Menk Comprehensive Water System Study a surface water treatment facility was identified as a means of centrally treating the municipal water supply. This was intended to treat raw water from the Mississippi River. After discussions with regulatory agencies, it was determined that there was the potential to provide more water to the system through the addtion of wells. In the 2017 report the surface water treatment facility was replaced with a groundwater treatment facility to provide water quality. The construction schedule of the facility is being driven by the need to remove Manganese to concentrations below 100 parts per billion (PPB). The water treatment facility is being depicted as being constructed in 2021 and 2022. The Centralized Water Treatment Facility Study was completed in 2020. The results of this study provided a firm cost estimate.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Building Cost/Construction	20,000,000	12,000,000									32,000,000
Total	**20,000,000**	**12,000,000**									**32,000,000**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Sewer Utility Fund		9,000,000									9,000,000
Water Utility Fund	20,000,000	3,000,000									23,000,000
Total	**20,000,000**	**12,000,000**									**32,000,000**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # 11-WTR-003

Project Name Fire Station #1 Extension of Water

Department Water Utility
Contact
Type Improvement
Useful Life 50 Years
Category Water Utility Improvement
Priority 4-New Addition (Med)
Status Active

Total Cost $55,000

Description

Extend municipal water from parking lot into Fire Station #1 building.

Related Project 12-SEW-002 $60,000
Total Project Cost $115,000

Justification

Treated water is currently at the west end of parking lot on the property. This extension would allow for the installation of a sprinkler system within the building while also improving water quality inside of the building. The current well would be used for irrigation on the site.

Trunk charges are waived for public buildings.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Improvements Other than Building Cost			55,000								55,000
Total			**55,000**								**55,000**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Water Utility Fund			55,000								55,000
Total			**55,000**								**55,000**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # 14-WTR-001

Project Name Refurbish Water Tower #2

Department Water Utility
Contact Unassigned
Type Improvement
Useful Life 15
Category Water Utility Improvement
Priority 1-Existing Obligation (High)
Status Active

Total Cost $1,300,000

Description

Interior and exterior coatings at water tower #2.

Justification

Ongoing maintenance of interior and exterior coatings on 1.5mg water tower to include inspections.
Project will be scheduled after full inspection of tower.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Improvements Other than Building Cost	20,000	1,280,000									1,300,000
Total	**20,000**	**1,280,000**									**1,300,000**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Water Utility Fund	20,000	1,280,000									1,300,000
Total	**20,000**	**1,280,000**									**1,300,000**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # 14-WTR-002

Project Name Refurbish Water Tower #1

Department Water Utility
Contact Unassigned
Type Improvement
Useful Life 15
Category Water Utility Improvement
Priority 1-Existing Obligation (High)
Status Active

Total Cost $700,000

Description

Interior and exterior coatings at water tower #1.

Justification

Ongoing maintenance of interior and exterior coatings on 0.5mg water tower to include inspections.
Project will be scheduled after full inspection of tower.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Improvements Other than Building Cost	20,000	680,000									700,000
Total	**20,000**	**680,000**									**700,000**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Water Utility Fund	20,000	680,000									700,000
Total	**20,000**	**680,000**									**700,000**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # 16-WTR-002

Project Name Construct Well #9 and Pumphouse #5

Department Water Utility
Contact
Type Improvement
Useful Life 50 Years
Category Water Utility Improvement
Priority 5-Opportunity/Unfunded/Placeholder
Status Active

Total Cost $1,650,000

Description

Construct new municipal groundwater supply well with supporting pumphouse.

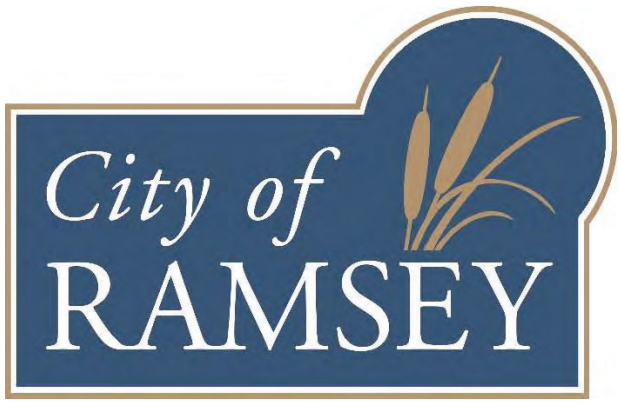
A study will be conducted in 2021 to determine a desirable site - $50,000 est.

Justification

This project will provide a ninth municipal groundwater well with pumphouse. As the City of Ramsey continues to grow, two additional wells will be needed by 2040.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Improvements Other than Building Cost	50,000				1,600,000						1,650,000
Total	**50,000**				**1,600,000**						**1,650,000**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Water Utility Fund	50,000				1,600,000						1,650,000
Total	**50,000**				**1,600,000**						**1,650,000**



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CASH FLOW PROJECTIONS

Business Revolving Loan Fund

	Actual 2019	Projected 2020	Projected 2021	Projected 2022	Projected 2023	Projected 2024	Projected 2025	Projected 2026	Projected 2027	Projected 2028	Projected 2029	Projected 2030
FUND BALANCE, Beginning of Year	233,521	250,036	347,413	350,887	354,396	357,940	361,519	365,135	368,786	372,474	376,198	379,960
REVENUES:												
StoneBrook- Prn	5,360	94,640										
StoneBrook- Int	2,927	237										
Interest Earnings	8,228	2,500	3,474	3,509	3,544	3,579	3,615	3,651	3,688	3,725	3,762	3,800
Total Revenues	16,515	97,377	3,474	3,509	3,544	3,579	3,615	3,651	3,688	3,725	3,762	3,800
EXPENDITURES:												
Total Expenditures	-	-	-	-	-	-	-	-	-	-	-	-
Increase (Decrease) in Cash	16,515	97,377	3,474	3,509	3,544	3,579	3,615	3,651	3,688	3,725	3,762	3,800
FUND BALANCE, End of Year	**250,036**	**347,413**	**350,887**	**354,396**	**357,940**	**361,519**	**365,135**	**368,786**	**372,474**	**376,198**	**379,960**	**383,760**

CAPITAL MAINTENANCE FUND - 810

	Act	Actual 2019	Projected 2020	Projected 2021	Projected 2022	Projected 2023	Projected 2024	Projected 2025	Projected 2026	Projected 2027	Projected 2028	Projected 2029	Projected 2030
FUND BALANCE, Beginning of Year		835,110	961,951	929,121	838,058	773,629	715,233	680,961	721,176	761,994	803,423	845,475	888,157
REVENUES:													
Excess Revenue Transfer (Year End)		172,745	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000
Interest Earnings		27,934	9,620	13,937	12,571	11,604	10,728	10,214	10,818	11,430	12,051	12,682	13,322
Total Revenues		200,679	39,620	43,937	42,571	41,604	40,728	40,214	40,818	41,430	42,051	42,682	43,322
EXPENDITURES:													
Repair/Replace City Hall Exterior Lighting				40,000									
City Hall Landscaping				15,000									
Reseal Police Department Floor				5,000									
Resurface Fire #1 Apparatus Bay Floor					20,000								
Fire #1 Apparatus Bay Paint					12,000								
Repair/Replace Flat Roof Areas at City Hall				15,000									
Replace City Hall Carpeting					15,000								
Replace bad caulking City Hall						15,000							
Replace Bad Counter tops city hall							15,000						
Sprinker Fire Station #1						25,000							
Park Trail Patching		50,000	60,000	60,000	60,000	60,000	60,000						
Park Maint		23,838	12,450										
Total Expenditures		73,838	72,450	135,000	107,000	100,000	75,000	-	-	-	-	-	-
Increase (Decrease) in Cash		126,841	(32,830)	(91,063)	(64,429)	(58,396)	(34,272)	40,214	40,818	41,430	42,051	42,682	43,322
CASH/FUND BALANCE, End of Year		**961,951**	**929,121**	**838,058**	**773,629**	**715,233**	**680,961**	**721,176**	**761,994**	**803,423**	**845,475**	**888,157**	**931,479**

EQUIPMENT REVOLVING FUND #234

	Actual 2019	Projected 2020	Projected 2021	Projected 2022	Projected 2023	Projected 2024	Projected 2025	Projected 2026	Projected 2027	Projected 2028	Projected 2029	Projected 2030
FUND BALANCE, Beginn	1,145,821	757,307	293,034	240,764	268,171	298,535	329,506	361,096	393,318	426,184	41,908	67,746
REVENUES:												
Transfers from General Fund:												
Excess Revenue	172,745	15,000	15,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000
QCTV Funds	20,000	47,000										
Interest Earnings	39,877	15,146	2,930	2,408	5,363	5,971	6,590	7,222	7,866	8,524	838	1,355
Total Revenues	232,622	77,146	17,930	27,408	30,363	30,971	31,590	32,222	32,866	33,524	25,838	26,355
EXPENDITURES:												
Capital Outlay:												
General Governm	601,135	471,000	**70,200**							417,800		
Fire Generator		22,500										
Server costs remaining from 2019 budge		16,519										
Improvements with qctv funds		31,401										
Total Expenditure	601,135	541,420	70,200	-	-	-	-	-	-	417,800	-	-
Increase (Decrease) i	(368,514)	(464,274)	(52,270)	27,408	30,363	30,971	31,590	32,222	32,866	(384,276)	25,838	26,355
Reserved for QCTV F	**38,543**	**54,142**										
FUND BALANCE, End of	757,307	293,034	240,764	268,171	298,535	329,506	361,096	393,318	426,184	41,908	67,746	94,101

FACILITY FUND #412

	Actual 2019	Projected 2020	Projected 2021	Projected 2022	Projected 2023	Projected 2024	Projected 2025	Projected 2026	Projected 2027	Projected 2028	Projected 2029	Projected 2030
FUND BALANCE, Beginning of Year	1,502,988	1,654,885	701,434	718,448	715,632	732,789	750,117	767,618	785,294	803,147	821,178	839,390
REVENUES:												
Excess Revenue Transfer (Year End	57,582	30,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000
Municipal Center Land Sale	169,760											
Interest Earnings	54,386	16,549	7,014	7,184	7,156	7,328	7,501	7,676	7,853	8,031	8,212	8,394
Total Revenues	281,728	46,549	17,014	17,184	17,156	17,328	17,501	17,676	17,853	18,031	18,212	18,394
EXPENDITURES:												
PW Campus	1,966	1,000,000										
Fire Station #1 Storage Building				20,000								
City Signs-Cor & ramsey Blvd	118,315											
Old Town Hall Reroof	9,550											
Total Expenditures	129,831	1,000,000	-	20,000	-	-	-	-	-	-	-	-
Increase (Decrease) in Cash	151,897	(953,451)	17,014	(2,816)	17,156	17,328	17,501	17,676	17,853	18,031	18,212	18,394
CASH BALANCE, End of Year	**1,654,885**	**701,434**	**718,448**	**715,632**	**732,789**	**750,117**	**767,618**	**785,294**	**803,147**	**821,178**	**839,390**	**857,784**
PW Loan Balance	371,591	334,523	296,713	258,148	218,811	178,687	137,761	96,016	53,436			
FUND BALANCE, End of Year	**1,283,294**	**366,911**	**421,735**	**457,484**	**513,978**	**571,430**	**629,857**	**689,278**	**749,711**	**821,178**	**839,390**	**857,784**

FLEET VEHICLE FUND - 0297

	Actual 2019	Projected 2020	Projected 2021	Projected 2022	Projected 2023	Projected 2024	Projected 2025	Projected 2026	Projected 2027	Projected 2028	Projected 2029	Projected 2030
FUND BALANCE, Beginning of Year	160,340	81,769	84,141	84,141	84,141	84,141	84,141	42,141	42,141	42,141	42,141	42,141
REVENUES:												
Sale of Vehicles-Auction	8,429	2,372										
Total Revenues	8,429	2,372	-	-	-	-	-	-	-	-	-	-
EXPENDITURES:												
Replace 2005 Ford Taurus #403	29,000											
Replace 2006 Ford Taurus #404	29,000											
Replace 2006 Ford Taurus #405	29,000											
Replace 2013 Bldg Maint Pickup #410							42,000					
Total Expenditures	87,000	-	-	-	-	-	42,000	-	-	-	-	-
Increase (Decrease) in Cash	(78,571)	2,372	-	-	-	-	(42,000)	-	-	-	-	-
CASH/FUND BALANCE, End of Year	**81,769**	**84,141**	**84,141**	**84,141**	**84,141**	**84,141**	**42,141**	**42,141**	**42,141**	**42,141**	**42,141**	**42,141**

Landfill Trust Fund #803

Cash Balance	Actual 2019	Projected 2020	Projected 2021	Projected 2022	Projected 2023	Projected 2024	Projected 2025	Projected 2026	Projected 2027	Projected 2028	Projected 2029	Projected 2030
Beginning Balance	2,126,692	2,200,312	1,022,315	(351)	(354)	(358)	(361)	(365)	(368)	(368)	(372)	(376)
Interest Earnings	73,624	22,003	15,335	(4)	(4)	(4)	(4)	(4)	-	(4)	(4)	(4)
Total Revenues	73,620	22,003	15,335	(4)	(4)	(4)	(4)	(4)	-	(4)	(4)	(4)
Public Works Campus		(1,200,000)										
Capital Equipment			(1,000,000)									
Dog Park Shelter-Alpine Park			(38,000)									
Total Expenditures		(1,200,000)	(1,038,000)	-	-	-	-	-	-	-	-	-
Increase (decrease) in cash	73,620	(1,177,997)	(1,022,665)	(4)	(4)	(4)	(4)	(4)	-	(4)	(4)	(4)
FUND BALANCE, End of Year	**2,200,312**	**1,022,315**	**(351)**	**(354)**	**(358)**	**(361)**	**(365)**	**(368)**	**(368)**	**(372)**	**(376)**	**(380)**

LANDFILL TRUST FUND:

Landfill Sale in 1984 was for $1,580,770

LAWFUL GAMBLING FUND #270

	Actual 2019	Projected 2020	Projected 2021	Projected 2022	Projected 2023	Projected 2024	Projected 2025	Projected 2026	Projected 2027	Projected 2028	Projected 2029	Projected 2030
FUND BALANCE, Beginning of Y	245,433	332,098	314,704	344,851	375,300	403,053	431,083	309,394	336,488	363,853	391,491	419,406
REVENUES:												
Required Contributions:												
Anoka Area Ice Arena Ass	20,954	12,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000
ARAA	5,084	5,000	3,000	3,000								
Climb Theatre	27,680	13,000	13,000	13,000	13,000	13,000	13,000	13,000	13,000	13,000	13,000	13,000
Ramsey Lions Club	43,624	39,000	35,000	35,000	35,000	35,000	35,000	35,000	35,000	35,000	35,000	35,000
Interest Earnings	9,323	3,321	3,147	3,449	3,753	4,031	4,311	3,094	3,365	3,639	3,915	4,194
Total Revenues	106,664	72,321	60,147	60,449	57,753	58,031	58,311	57,094	57,365	57,639	57,915	58,194
EXPENDITURES:												
Park Improvement Program												
Ford Brook Playground Equipment		52,565										
Field Lighting Central Park							150,000					
Draw Park Concerts in the Park Donation		17,150	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000
Alexandra House		5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000
Youth First	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000
Juvenile Diversion	5,000											
Total Expenditures	20,000	89,715	30,000	30,000	30,000	30,000	180,000	30,000	30,000	30,000	30,000	30,000
Increase (Decrease) in Cash	86,664	(17,394)	30,147	30,449	27,753	28,031	(121,689)	27,094	27,365	27,639	27,915	28,194
FUND BALANCE, End of Year	**332,098**	**314,704**	**344,851**	**375,300**	**403,053**	**431,083**	**309,394**	**336,488**	**363,853**	**391,491**	**419,406**	**447,600**

MSA Fund

	Actual 2015	Actual 2016	Actual 2019	Projected 2020	Projected 2021	Projected 2022	Projected 2023	Projected 2024	Projected 2025	Projected 2026	Projected 2027	Projected 2028	Projected 2029	Projected 2030
Beginning Balance	1,095,447	1,696,279	2,881,650	3,646,836	2,493,074	2,704,276	3,449,102	3,128,720	2,232,136	2,378,971	3,190,920	3,190,920	3,538,470	3,503,040
Revenues														
Current Year Allocation (Held at State)	1,180,877	1,206,442	1,351,861	1,298,288	1,311,271	1,324,384	1,337,627	1,351,004	1,364,514	1,378,159	1,391,940	1,405,860	1,419,918	1,434,118
TIF Transfer for Variolite St				200,000										
Riverdale Reim from metro municipal agreement														
Interest Earnings	13,555	12,064	61,868	22,950	24,931	27,043	34,491	31,287	22,321	23,790	31,909	35,385	35,030	33,518
Total Revenue	2,289,879	2,914,785	4,295,379	5,168,074	3,829,276	4,055,702	4,821,220	4,511,011	3,618,971	3,780,920	4,614,770	4,632,165	4,993,419	4,970,675
Expenditures														
MSA Maintenance (Received from State Held Allocation)	(140,000)	(140,000)	(150,000)	(150,000)	(180,000)	(180,000)	(210,000)	(210,000)	(240,000)	(240,000)	(270,000)	(270,000)	(300,000)	(300,000)
CIP Projects														
Armstrong/Bunker Bonding -Paid off early	(297,970)	(302,870)	(299,351)	(525,000)										
Mill & Overlay: Alpine Drive: Puma St to Armstrong								**(200,000)**						
MSA Overlays: 2028 See listing in CIP												**(811,000)**		
MSA Overlays: 2021 See listing in CIP					(185,000)									
MSA Overlays: 2022 See listing in CIP						(62,500)								
MSA Overlays: 2023 See listing in CIP							(152,500)							
167th Avenue Street Recon							(1,330,000)							
Waco to Sunwood Dr Rec						(123,500)								
MSA overlays: 2024 See Listing in CIP								**(78,000)**						
MSA overlays: 2027 See Listing in CIP											**(449,800)**			
MSA overlays: 2029 See Listing in CIP													**(445,500)**	
MSA overlays: 2030 See Listing in CIP														**(42,000)**
Alpine Drive Street Recon														**(657,500)**
161st Avenue Recon								**(484,500)**						
Sunwood Drive Street Recon						(240,600)								**(237,500)**
156th Avenue Street Recon											**(356,500)**			
142nd Ave Street Recon												**(48,125)**		
Hwy 10 & BNSF RR Grade Separation at Ramsey Blvd								(500,000)	(500,000)					
Hwy 10 & BNSF RR Grade Separation at Sunfish Lake								(500,000)	(500,000)					
Recon Xkimo TH47 to 142nd								**(306,375)**						
Riverdale Drive Ext Traprock-Armstrong		(62,920)	(50,929)											
Reconstruction of Riverdale Drive					(760,000)									
Reconstruction of Variolite Street (use TIF 8 for $200,000 if no road recon for 2020)				(2,000,000)										
Concrete Repairs													**(600,000)**	
Cor Bunker Lake Blvd (Armstrong to Ramsey Blvd) Signal										**(350,000)**				
Sunfish Blvd bond payments (Ends 2019)	(155,630)	(155,920)	(148,263)											
Total Expenditures	**(593,600)**	**(701,839)**	**(648,543)**	**(2,675,000)**	**(1,125,000)**	**(606,600)**	**(1,692,500)**	**(2,278,875)**	**(1,240,000)**	**(590,000)**	**(1,076,300)**	**(1,129,125)**	**(1,641,660)**	**(1,533,160)**
FUND BALANCE, End of Year	**1,696,279**	**2,212,946**	**3,646,836**	**2,493,074**	**2,704,276**	**3,449,102**	**3,128,720**	**2,232,136**	**2,378,971**	**3,190,920**	**3,538,470**	**3,503,040**	**3,351,759**	**3,437,515**

Park Improvement Fund

	Actual 2019	Projected 2020	Projected 2021	Projected 2022	Projected 2023	Projected 2024	Projected 2025	Projected 2026	Projected 2027	Projected 2028	Projected 2029	Projected 2030	Parks Supplemental CIP 2021-2030 Future
Beginning Balance	3,696,155	4,682,220	5,062,334	3,552,957	3,098,487	3,269,471	3,092,166	3,062,088	3,177,709	3,349,486	3,522,981	3,698,210	
Projected Revenue													
Park/Trail Dedications (Averaged Ehlers Study for 2017-2(	914,022	369,200	145,000	145,000	145,000	145,000	145,000	145,000	145,000	145,000	145,000	145,000	
Donations	-	-	-	-	-	-	-	-	-	-	-	-	
Interest Earnings	122,064	46,822	50,623	35,530	30,985	32,695	30,922	30,621	31,777	33,495	35,230	36,982	
TOTAL REVENUE	1,036,086	416,022	195,623	180,530	175,985	177,695	175,922	175,621	176,777	178,495	180,230	181,982	
CIP Projects													
Alpaca Estates Outlet								(35,000)					
Amphitheater Lighting			(40,000)										
Aeration for Sunfish Lake & The Draw			(40,000)										
Alpine Park Dugout/Shed													
Alpine Park Winter Facilities (Future)													$ (2,500,000)
Central Park Parking Lot (authorized 10-11-16)													
Central Park Land - Additional				(250,000)									
Central Park Parking Lot						(150,000)							
Central Park Dugouts													
Draw Park			(1,200,000)										
Grading & Drainage Plan COR Parks Bolton & Menk													
Elmcrest Creek Trail (Future)2027													$ (800,000)
Elmcrest Park Entrance			(80,000)										
Emerald Pond Pergola													
Hunters Hill Park Redevelopment (Future)													$ (500,000)
Elm Crest Cameras	(11,781)												
Irrigation Titterrud Park							(76,000)						
Lake Itasca Park Parking, Trail & Canoe System				(250,000)									
Lake Ramsey Park (Future)													$ (6,300,000)
Landscape Improvements for Parks		(5,000)	(5,000)	(5,000)	(5,000)	(5,000)	(5,000)	(5,000)	(5,000)	(5,000)	(5,000)	(5,000)	
Mississippi River Park Development (Future)													$ (750,000)
Mississippi Skyway													$ (5,600,000)
Municipal Plaza (Future)													$ (3,700,000)
Northfork Trail Connection			(150,000)										
Observation Boardwalk - Lake Itasca			(60,000)										
Observation Deck-Mississippi			(100,000)										
Ramsey Plaza Dirt level		(30,909)											
Rabbit Park Phase II							(125,000)						
River's Bend South Shelter Replacement				(50,000)									
Riversbluff Outlaws A Acquisition								(20,000)					
Sixth Community Park (Future)2027													$ (3,000,000)
Sunfish Lake Phase 2 Parking Lot	(23,424)												
Mississippi River Trail-City Portion - PHASE II													
Mississippi River Trail -Federal] _WEST SECTION(PHASE III)	(14,816)												
Mississippi River Trail - Non Grant Funded (PHASE III)													
Trail Projects			(30,000)	(80,000)		(200,000)							
Trott Brook Trail Corridor (Future)													$ (4,015,000)
Lake Itasca Park Phase I & II (Future)													$ (1,200,000)
Lake Itasca/COR Greenway (Future)													$ (1,900,000)
Total CIP Projects (EXPENDITURES)	(50,021)	(35,909)	(1,705,000)	(635,000)	(5,000)	(355,000)	(206,000)	(60,000)	(5,000)	(5,000)	(5,000)	(5,000)	(30,265,000)
FUND BALANCE, End of Year	4,682,220	5,062,334	3,552,957	3,098,487	3,269,471	3,092,166	3,062,088	3,177,709	3,349,486	3,522,981	3,698,210	3,875,193	

Possible Future Projects-Currently Unfunded or not high priority

Pavement Management Fund-9435

	Actual 2019	Projected 2020	Projected 2021	Projected 2022	Projected 2023	Projected 2024	Projected 2025	Projected 2026	Projected 2027	Projected 2028	Projected 2029	Projected 2030
Beginning Balance	911,902	814,564	708,727	425,085	382,307	290,101	205,973	312,904	106,164	64,762	(314,124)	(399,078)
Special Assessments	46,230	-	-	-	-	-	-	-	-	-	-	-
Franchise Fees - Est			1,900,000	1,900,000	1,900,000	1,900,000	1,900,000	1,900,000	1,900,000	1,900,000	1,900,000	1,900,000
Misc Rev.												
Bid Plans	697											
Transfers In:												
TIF	300,000											
Sealcoating Fund Closed	95,402											
Interest Earnings	26,312	8,146	7,087	4,251	3,823	2,901	2,060	3,129	1,062	648	(3,141)	(3,991)
Total Revenues	468,640	8,146	1,907,087	1,904,251	1,903,823	1,902,901	1,902,060	1,903,129	1,901,062	1,900,648	1,896,859	1,896,009
Road Improvements:												
2019 Projects	(565,978)	(27,625)										
2020 Projects (Proj Canceled)		(10,014)										
Pavement Management Projects			(2,128,700)	(1,885,000)	(1,934,000)	(1,925,000)	(1,733,100)	(2,059,700)	(1,903,500)	(2,247,500)	(1,972,900)	(1,773,400)
Special Assessment Rebate			(62,029)	(62,029)	(62,029)	(62,029)	(62,029)	(50,169)	(38,964)	(32,033)	(8,913)	
GPR Pavement Eval		(76,345)										
Total Expenditures	(565,978)	(113,983)	(2,190,729)	(1,947,029)	(1,996,029)	(1,987,029)	(1,795,129)	(2,109,869)	(1,942,464)	(2,279,533)	(1,981,813)	(1,773,400)
Increase (decrease) in Cash	(97,338)	(105,837)	(283,642)	(42,778)	(92,206)	(84,128)	106,931	(206,740)	(41,402)	(378,885)	(84,954)	122,609
FUND BALANCE, End of Year	814,564	708,727	425,085	382,307	290,101	205,973	312,904	106,164	64,762	(314,124)	(399,078)	(276,469)

PUBLIC IMPROVEMENT REVOLVING [PIR] FUND #400

	Actual 2019	Projected 2020	Projected 2021	Projected 2022	Projected 2023	Projected 2024	Projected 2025	Projected 2026	Projected 2027	Projected 2028	Projected 2029	Projected 2030
FUND BALANCE - Beginning of Year	4,093,690	4,122,870	3,710,028	3,651,111	3,551,622	3,426,138	2,299,400	1,136,394	755,758	552,315	346,838	239,307
REVENUES:												
Special Assessments (P&I)	54,125	20,000	20,000									
General Fund -30% transfer (excess	172,745	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000
TIF 8 Reimbursement interfund Loar	102,752	103,442	100,006									
Interest Earnings	143,907	41,229	37,100	36,511	35,516	34,261	22,994	11,364	7,558	5,523	3,468	2,393
Total Revenues	473,529	184,671	177,106	56,511	55,516	54,261	42,994	31,364	27,558	25,523	23,468	22,393
EXPENDITURES:												
COR Pavement Striping												
Tinklenburg Hwy 10 Funding	39,600	45,600	21,000									
Hwy 47 Transportation Study		30,000										
CSAH 116 & TH 47 Intersection Improvements			39,023									
County 5 Transportation Study		50,000										
County 83 Transportation Study		35,000										
Road Funding Study - WSB up to $40,00	23,233											
Hwy 10 road impr	8,405											
Hwy 10 & BNSF RR Grade Sep at Ramsey Lake Blvd						500,000	500,000					
Hwy 10 & BNSF RR Grade Sep at Sunfish Lake Blvd						500,000	500,000					
County Road 116 Bunker to Armstrong												
Hwy 10 Planning Study with Bolton & N	245,521	14,649										
Sunwood Drive Roundabout Landscaping			20,000									
Sunwood Drive Concrete Repairs		50,000										
Sunwood Drive Striping Improvements												
Zeolite Trail/Sidewalk								206,000				
50% of annual road debt levy		241,263										
Anoka Cnty S.A. Expenses	2,590	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000
Transfers to Other Funds:												
General - Street Maint Prog	125,000	125,000	150,000	150,000	175,000	175,000	200,000	200,000	225,000	225,000	125,000	125,000
Total Expenditures	444,350	597,512	236,023	156,000	181,000	1,181,000	1,206,000	412,000	231,000	231,000	131,000	131,000
INCREASE (DECREASE) IN CASH	29,180	(412,842)	(58,917)	(99,489)	(125,484)	(1,126,739)	(1,163,006)	(380,636)	(203,442)	(205,477)	(107,532)	(108,607)
FUND BALANCE - End of Year	**4,122,870**	**3,710,028**	**3,651,111**	**3,551,622**	**3,426,138**	**2,299,400**	**1,136,394**	**755,758**	**552,315**	**346,838**	**239,307**	**130,700**

Sewer Utility Fund - Working Capital

	Actual 2019	Projected 2020	Projected 2021	Projected 2022	Projected 2023	Projected 2024	Projected 2025	Projected 2026	Projected 2027	Projected 2028	Projected 2029	Projected 2030
New Construction Units	160	160	160	160	50	50	50	50	50	50	50	50
Connection Charge	1,212	1,243	1,274	1,306	1,338	1,372	1,406	1,441	1,477	1,514	1,552	1,591
Beginning Balance	13,583,020	14,454,237	12,061,308	3,758,736	4,382,314	4,726,253	4,921,797	5,262,222	5,508,063	5,736,784	5,864,436	5,527,034
Utility Revenue												
From Utility Billings(sewer study)	1,658,294	1,674,877	1,674,877	1,691,626	1,708,542	1,725,628	1,742,884	1,760,313	1,777,916	1,795,695	1,813,652	1,831,789
Interest Earnings	477,797	144,542	120,613	37,587	43,823	47,263	49,218	52,622	55,081	57,368	58,644	55,270
SAC (1% of SAC Fee to Met Council)	7,902	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500
Connection Charges-Trunk	213,672	198,837	203,808	208,903	66,914	68,587	70,302	72,059	73,861	75,707	77,600	79,540
(see Construction units & Connection Charge Above)												
Operating Expense (Personal Services, Supplies, Other Services & Charges)	(1,136,844)	(1,193,686)	(1,253,371)	(1,316,039)	(1,381,841)	(1,450,933)	(1,523,480)	(1,599,654)	(1,679,636)	(1,763,618)	(1,851,799)	(1,944,389)
CIP Projects-Sewer Utilities												
Utility Truck(s)		(43,000)				(32,500)				(39,000)		
Jetter/Vac Truck											(420,000)	
Mower			(10,000)									
Mobile Generator						(164,000)						
Backhoe (portion of cost)	(21,391)										(17,000)	
Riverdale Drive Sewer Impr	(328,213)											
Replace Pumps at Liftsation #2					(35,000)							
Replace Pumps at Liftsation #4		(40,000)										
Replace Pumps at Liftsation #6			(40,000)									
Variolite Sewer		(400,000)										
Zeolite Sewer								(41,000)				
Public Works Campus		(2,736,000)										
Water Treatment Plant			(9,000,000)									
Fire Station #1 Sanitary Sewer					(60,000)							
Remaining Working Capital Balance	**14,454,237**	**12,061,308**	**3,758,736**	**4,382,314**	**4,726,253**	**4,921,797**	**5,262,222**	**5,508,063**	**5,736,784**	**5,864,436**	**5,527,034**	**5,550,744**

Stormwater Management Fund #292

	Actual 2019	Projected 2020	Projected 2021	Projected 2022	Projected 2023	Projected 2024	Projected 2025	Projected 2026	Projected 2027	Projected 2028	Projected 2029	Projected 2030
Beginning Balance	1,105,349	796,058	730,641	757,947	785,527	813,382	841,516	869,931	898,630	927,616	956,893	986,462
Developer's Contributions	266,146	51,622	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000
COR Infiltration Contributions												
Ace	7,735											
Ramsey storage	14,425											
Interest Earnings	41,897	7,961	7,306	7,579	7,855	8,134	8,415	8,699	8,986	9,276	9,569	9,865
Total Revenues	330,203	59,583	27,306	27,579	27,855	28,134	28,415	28,699	28,986	29,276	29,569	29,865
CIP Projects-Park Projects												
COR Regional Infiltration Basin	(639,494)	(125,000)										
Total Expenditures	(639,494)	(125,000)	-	-	-	-	-	-	-	-	-	-
Increase (decrease) in Cash	(309,291)	(65,417)	27,306	27,579	27,855	28,134	28,415	28,699	28,986	29,276	29,569	29,865
FUND BALANCE, End of Year	796,058	730,641	757,947	785,527	813,382	841,516	869,931	898,630	927,616	956,893	986,462	1,016,326

Storm Water Utility Fund #605												
	Actual 2019	Projected 2020	Projected 2021	Projected 2022	Projected 2023	Projected 2024	Projected 2025	Projected 2026	Projected 2027	Projected 2028	Projected 2029	Projected 2030
Working Capital												
Beginning Balance	1,885,041	2,294,130	2,321,843	2,521,567	2,868,994	2,820,740	3,009,591	3,142,241	2,811,117	2,657,332	2,773,043	2,920,208
Utility Revenue -	1,356,373	1,150,000	1,150,000	1,150,000	1,150,000	1,150,000	1,150,000	1,150,000	1,150,000	1,150,000	1,150,000	1,150,000
From Utility Billings												
Interest Earnings	78,844	22,941	23,218	25,216	28,690	28,207	30,096	31,422	28,111	26,573	27,730	29,202
Operating Expense												
(Personal Services, Supplies, Other												
Services & Charges)	(302,102)	(320,228)	(342,644)	(366,629)	(392,293)	(419,754)	(449,137)	(480,576)	(514,216)	(550,212)	(588,726)	(629,937)
CIP Projects-Stormwater Utility												
Street Sweeper					(225,000)		(225,000)					
Water Truck (Share of)					(68,000)							
Annual Drainage Enhancement		(75,000)	(75,000)	(75,000)	(75,000)	(75,000)	(75,000)	(75,000)	(75,000)	(75,000)	(75,000)	(75,000)
COR Regional Infiltration Basin	(686,802)	(125,000)										
Cor Bunker Lake Blvd (Armstrong to Ramsey Blvd)								(530,000)				
CSAH 116 & TH 47 Improvements			(23,480)									
Outlet Control Structure Improvement			(100,000)									
Central Park Parking Lot Recon-Run Off						(50,000)						
River Storm Water Discharge Treatment		(75,000)	(75,000)	(75,000)	(75,000)	(75,000)	(75,000)	(75,000)	(75,000)	(75,000)	(75,000)	(75,000)
Storm Sewer 161st Avenue						(48,450)						
Storm Sewer Autumn Heights				(88,550)								
Storm Sewer Alicia est						(25,216)						
Storm Sewer Barthels Rum						(71,250)						
Storm Sewer Barthels Rum River Acres 2nd					(155,800)							
Storm Sewer Brookview, Wood Pond	(4,090)											
Storm Sewer Card Rose Est												(55,480)
Storm Sewer Business Park 95			(142,500)									
Storm Sewer Countryside Est											(173,250)	
Storm Sewer Xkimo St						(30,637)						
Storm Sewer Fox Ridge Et 1st & 2nd										(206,150)		
Storm Sewer Ford Brook Estates/Hy 10	(33,134)											
Storm Sewer Ford Brook Est 3rd								(39,900)				
Storm Sewer Halls Dover								(43,120)				
Storm Sewer Alpine Drive												(65,750)
Storm Sewer Sorteberg 6						(58,900)						
Storm Sewer Nature View												(30,500)
Storm Sewer Section 07 (Tiger ST)			(32,680)									
Storm Sewer Sunwood Dr Street Recon				(24,060)								(23,750)
Storm Sewer Riverdale Drive			(76,000)									
Storm Sewer 167th Ave					(133,000)							
Storm Sewer-Flintwood Hills								(45,650)				
Storm Sewer-156th Avenue									(35,650)			
Storm Sewer 142nd Avenue										(4,800)		
Storm Sewer 2027 MSA Overlay Projects									(44,980)			
Storm Sewer 2028 MSA Overlay Projects										(81,100)		
Storm Sewer 2021 MSA Overlay Projects			(18,500)									
Storm Sewer 2021 Overlay Projects			(37,690)									
Storm Sewer 2022 MSA Overlay Projects				(6,250)								
Storm Sewer 2022 Overlay Projects				(99,950)								
Storm Sewer 2023 MSA Overlay Projects					(15,250)							
Storm Sewer 2023 Overlay Projects					(37,600)							
Storm Sewer 2024 MSA overlay projects						(7,800)						
Storm Sewer 2024 overlay projects						(62,350)						
Storm Sewer 2025 overlay projects							(96,010)					
Storm Sewer 2026 overlay projects								(27,800)				
Storm Sewer 2027 overlay projects									(46,450)			
Storm Sewer 2028 overlay projects										(18,600)		
Storm Sewer 2029 MSA overlay projects											(44,550)	
Storm Sewer 2029 Overlay Projects											(24,040)	
Storm Sewer 2030 MSA Overlay Projects												(4,200)
Storm Sewer 2030 Overlay Projects												(27,640)
Storm Sewer Alpine Drive						(15,000)						
Storm Sewer Rodeo Hills/Valley View							(77,300)					
Storm Sewer Whispering Pine Est Plat 3									(140,600)			
Storm Sewer Windsorwood												(28,000)
Storm Sewer Waco St				(12,350)								
Storm Sewer for Wood Pond Hills								(49,500)				
Storm Sewer for Zeolite								(96,000)				
Storm Sewer Sports Have Secc 1 Unpl												(35,720)
Public Works Campus		(500,000)										
RTC Bunker Lake Blvd (Armstrong to Ramsey Blvd)												
Whispering Pines Est Plat 2 Storm												
Storm Water Projects		(50,000)	(50,000)	(50,000)	(50,000)	(50,000)	(50,000)	(50,000)	(50,000)	(50,000)	(50,000)	(50,000)
Storwater Drainage Impr (see project list)				(30,000)					(350,000)			
Remaining Working Capital Balance	**2,294,130**	**2,321,843**	**2,521,567**	**2,868,994**	**2,820,740**	**3,009,591**	**3,142,241**	**2,811,117**	**2,657,332**	**2,773,043**	**2,920,208**	**2,998,432**

Street Light Utility Fund #603 - Working Capital	Actual 2019	Projected 2020	Projected 2021	Projected 2022	Projected 2023	Projected 2024	Projected 2025	Projected 2026	Projected 2027	Projected 2028	Projected 2029	Projected 2030
Beginning Balance	1,237,673	1,345,435	1,148,731	1,010,309	1,050,610	1,086,274	1,117,103	1,142,893	967,434	980,547	987,949	989,407
Utility Revenue From Utility Billings	217,169	213,200	213,200	213,200	213,200	213,200	213,200	213,200	213,200	213,200	213,200	213,200
Contributions from Developers												
Interest Earnings	44,339	13,454	11,487	10,103	10,506	10,863	11,171	11,429	9,674	9,805	9,879	9,894
Operating Expense (Personal Services, Supplies, Other Services & Charges)	(153,746)	(158,358)	(163,109)	(168,002)	(173,042)	(178,234)	(183,581)	(189,088)	(194,761)	(200,604)	(206,622)	(212,820)
CIP Projects-Street Light Utility												
Bunker Lake Blvd & Puma Lights			(100,000)									
Bunker Lake Blvd between Ramsey Blvd & Armstrong Blvd								(150,000)				
PW Campus		(250,000)										
Riverdale Drive between Ramsey Blvd & Traprock Lights			(85,000)									
Zeolite Street Lights								(46,000)				
Priority/Developer Street Lights		$ (15,000)	$ (15,000)	$ (15,000)	$ (15,000)	$ (15,000)	$ (15,000)	$ (15,000)	$ (15,000)	$ (15,000)	$ (15,000)	$ (15,000)
Remaining Working Capital Balance	**1,345,435**	**1,148,731**	**1,010,309**	**1,050,610**	**1,086,274**	**1,117,103**	**1,142,893**	**967,434**	**980,547**	**987,949**	**989,407**	**984,680**

Water Utility Fund #601

	Act	Actual 2019	Projected 2020	Projected 2021	Projected 2022	Projected 2023	Projected 2024	Projected 2025	Projected 2026	Projected 2027	Projected 2028	Projected 2029	Projected 2030
Capital Expenses-Equipment													
CIP Projects													
Fire Station #1 Extension of Water						$ (55,000)							
Public Works Campus			$ (2,736,000)										
Scada System Software Upgrades			$ (15,000)										
Backhoe (portion of cost)		$ (21,391)										$ (17,000)	
3/4 Ton Truck			$ (19,351)										
Mower				$ (10,000)									
Utility Truck			$ (18,619)				$ (32,500)				$ (39,000)		
A. **Water Supply & Treatment Improvements**													
Complete Pump House #3				$ (210,000)									
Construct Well #9& Pumphouse #5				(50,000)				(1,600,000)					
Well #1 Rehabilitation (Not in CIP Maintenance)			$ (47,000)	(50,000)	(53,000)	(56,000)	(59,000)	(62,000)	(65,000)	(68,000)	(68,000)	(68,000)	(68,000)
Water Treatment Facility 10 MGD Groundwater				(20,000,000)	(3,000,000)								
Interest on $9M debt-20 Year													
Refurbish Water Tower #1				$ (20,000)	$ (680,000)								
Refurbish Water Tower #2				$ (20,000)	$ (1,280,000)								
Maintain Water Tower #3 (Not in CIP as maintenance)													
Watermain - Alpine Drive							$ (385,000)						
Watermain - Halls Dover Acres									$ (250,000)				
Watermain-Variolite			$ (680,000)										
Watermain - Bunker/Puma (Riverstone Proj)													
Cor Bunker Lake Blvd (Armstrong to Ramsey Blvd)									$ (340,000)				
Ford Brook Estates Reconstruction		$ (30,762)											
Riverdale Drive watermain		$ (321,938)											
Zeolite Street Improvement									$ (185,000)				
Subtotal - Capital Expenses		$ (374,090)	$ (3,515,970)	$ (20,360,000)	$ (5,013,000)	$ (111,000)	$ (476,500)	$ (1,662,000)	$ (840,000)	$ (68,000)	$ (107,000)	$ (85,000)	$ (68,000)
Operational Expenses													
Operating Expense-Distribution and Administration		$ (824,503)	$ (857,483)	$ (900,357)	$ (945,375)	$ (992,644)	$ (1,042,276)	$ (1,094,390)	$ (1,149,109)	$ (1,206,565)	$ (1,330,238)	$ (1,396,750)	$ (1,466,587)
Operating Expense-Treatment					(840,000)	(882,000)	(926,100)	(972,405)	(1,021,025)	(1,072,077)	(1,181,964)	(1,241,063)	(1,303,116)
Subtotal-Operating Expense		$ (824,503)	$ (857,483)	$ (900,357)	$ (1,785,375)	$ (1,874,644)	$ (1,968,376)	$ (2,066,795)	$ (2,170,135)	$ (2,278,641)	$ (2,512,202)	$ (2,637,812)	$ (2,769,703)
Total Annual Expenses		$ (1,198,593)	$ (4,373,453)	$ (21,260,357)	$ (6,798,375)	$ (1,985,644)	$ (2,444,876)	$ (3,728,795)	$ (3,010,135)	$ (2,346,641)	$ (2,619,202)	$ (2,722,812)	$ (2,837,703)
Water System Revenue													
10/05 reduced by 200-300 units per year to be conservative))		160	160	160	160	50	50	50	50	50	50	50	50
Water Sales (gallons/year)		1,022,960,090	1,035,235,611	1,048,693,674	1,062,326,691	1,076,136,938	1,090,126,718	1,104,298,366	1,118,654,245	1,133,196,750	1,162,851,376	1,177,968,443	1,193,282,033
Water rates ($/1000 gal)(5% annual increase)		$ 2.68	$ 2.74	$ 2.80	$ 2.87	$ 2.95	$ 3.02	$ 3.11	$ 3.20	$ 3.30	$ 3.50	$ 3.61	$ 3.71
Water Availability Charge (WAC) ($/connection)()		$ 1,331	$ 1,365	$ 1,399	$ 1,434	$ 1,470	$ 1,506	$ 1,544	$ 1,583	$ 1,622	$ 1,663	$ 1,704	$ 1,747
onnection/Trunk Charge ($/connection)(4.5% after year 2005)		$ 1,807	$ 1,852	$ 1,898	$ 1,946	$ 1,994	$ 2,044	$ 2,095	$ 2,148	$ 2,201	$ 2,256	$ 2,313	$ 2,371
ate Revenue(Water Sales/1000 x Water Rates) + water meters	Increase by 2	$ 2,138,687	$ 2,350,000	$ 2,408,750	$ 2,468,969	$ 2,530,693	$ 2,593,960	$ 2,671,779	$ 2,751,932	$ 2,834,490	$ 3,007,111	$ 3,097,324	$ 3,190,244
WAC Revenue(Service Connections x Wac Charge)		$ 839,858	$ 406,433	$ 223,796	$ 229,391	$ 73,477	$ 75,314	$ 77,197	$ 79,127	$ 81,105	$ 83,132	$ 85,211	$ 87,341
enue (Service Connections when platted x Connection Charge)													
Interest Earnings		$ 851,294	$ 265,112	$ 251,882	$ 69,120	$ 29,815	$ 37,310	$ 40,947	$ 32,586	$ 40,518	$ 39,717	$ 45,860	$ 51,535
Total System Revenue		$ 3,829,839	$ 3,021,545	$ 2,884,428	$ 2,767,479	$ 2,633,985	$ 2,706,584	$ 2,789,923	$ 2,863,645	$ 2,956,113	$ 3,129,960	$ 3,228,395	$ 3,329,120
Trunk Charges returned for John Peterson's Agreement (thru Dec 2026		$ -	$ (70,000)										
Internal Loan to offset Muni Center Debt beginning year 2009-2029 2% Paid off in 2011													
PW Land/Building-Internal Loan 2009-2028 @2%		$ 36,341	$ 37,068	$ 37,810	$ 38,566	$ 39,337	$ 40,124	$ 40,926	$ 41,745	$ 41,745	$ 41,745		
Internal Loan to offset Muni Center Debt beginning year 2011-2030 @		$ 61,853	$ 61,853	$ 61,853	$ 61,853	$ 61,853	$ 61,853	$ 61,853	$ 61,853	$ 61,853	$ 61,853	$ 61,853	$ 61,853
Water Working Capital Balance													
Total Annual Expenses		$ (1,198,593)	$ (4,373,453)	$ (21,260,357)	$ (6,798,375)	$ (1,985,644)	$ (2,444,876)	$ (3,728,795)	$ (3,010,135)	$ (2,346,641)	$ (2,619,202)	$ (2,722,812)	$ (2,837,703)
Total System Revenue		$ 3,928,033	$ 3,050,466	$ 2,984,091	$ 2,867,898	$ 2,735,175	$ 2,808,561	$ 2,892,702	$ 2,967,243	$ 3,059,711	$ 3,233,558	$ 3,290,248	$ 3,390,973
Net Income(Loss)		$ 2,729,440	$ (1,322,987)	$ (18,276,266)	$ (3,930,477)	$ 749,531	$ 363,685	$ (836,093)	$ (42,892)	$ 713,070	$ 614,356	$ 567,436	$ 553,270
Beginning Water Working Capital Balance		$ 23,781,771	$ 26,511,211	$ 25,188,224	$ 6,911,958	$ 2,981,481	$ 3,731,012	$ 4,094,697	$ 4,094,697	$ 3,258,604	$ 3,971,674	$ 4,586,029	$ 5,153,465
Ending Water Working Capital Balance		**$ 26,511,211**	**$ 25,188,224**	**$ 6,911,958**	$ 2,981,481	$ 3,731,012	$ 4,094,697	$ 3,258,604	$ 4,051,805	$ 3,971,674	$ 4,586,029	$ 5,153,465	$ 5,706,735

TIF Projections District #1-Rivers Bend

Projected Revenue FOR TIF I	Decertified Actual 2011	In TIF Amended Budget 12/11 Actual 2012	Actual 2013	Actual 2014	Actual 2015	Actual 2016	Actual 2017	Actual 2018	Actual 2019	Projected 2020>
District I (2011)										
Balance	2,122,527	2,785,666	1	402,373	322,713	1,180,519	1,142,575	1,073,522	1,084,888	1,119,223
Revenues										
TIF Increments	844,792									
Trans from TIF 10 Land sales/Orig Land Purchased with TIF 1 Bond (Fund 332)	787,803									
Advancement on F&C 10-year Loan (See $1,420,000 below)		**120,000**								
Transfer from TIF 10 for non-increment int attriuted to land sales above	24,713									
Diamond Graphics Land Sale			407,876							
F&C Loan #1 Paid Back 20% of annual cash flows from April 1, 2015-April 1, 2025					**1,300,000**					
Transfer of Int earnings prior to 1997 to HRA	(263,496)									
Interest Earnings	60,182.23		(3,412.87)	13,112	14,506	10,922	15,369	18,484	37,498	11,192
Total Revenue	1,453,994	120,000	404,463	13,112	1,314,506	10,922	15,369	18,484	37,498	11,192
Less:										
Bond Principal (B&A Cyl $1,035,000) FUND #342	(200,000)									
Bond Interest (B&A Cyl $1,035,000)	(10,300)									
Interfund Loan F&C (Tif Spending Plan)		**(1,420,000)**								
Administrative Expenses	(17,497)	(1,217)	(2,091)	(1,473)	(11,520)	(2,620)	(987)	(1,915)	(3,162)	(3,194)
Total Expense	(227,797)	(1,421,217)	(2,091)	(1,473)	(11,520)	(2,620)	(987)	(1,915)	(3,162)	(3,194)
CIP Project Costs:										
Shovel Ready Projects						(46,246)	(83,436)	(5,203)	-	(69,797)
Diamond Graphics Land sale from 2013 coded incorrectly funded with non TIF money (PIR & Landfill Trust) that should be reimbursed.					(407,876)					
New Business Park					(37,304)					
Bury Electric Wires -				(91,300)						
Ramp Construction Extension	(563,058)	(244,448)								
County Road 116 Bunker to Armstrong										(1,050,000)
Rail Stop ROW		(862,064)								
Pay TIF 10 for Transaction Error by Ehlers (See $787,803 transfer above, put TIF 10 Neg)		(377,936)								
Total CIP Project Costs	(563,058)	(1,484,448)	-	(91,300)	(445,180)	(46,246)	(83,436)	(5,203)	-	(1,119,797)
Remaining TIF Balance	2,785,666	1	402,373	322,713	1,180,519	1,142,575	1,073,522	1,084,888	1,119,223	7,424

(Total Revenue less Total Project Costs

TIF Projections District #2 - Gateway											
(2013)	Tif Plan budget amended 12-11		Tif Plan Budget Amended 11-13 Decertified								
	Actual 2011	**Actual 2012**	**Actual 2013**	**Actual 2014**	**Actual 2015**	**Actual 2016**	**Actual 2017**	**Actual 2018**	**Actual 2019**	**Projected 2020>**	
Revenues											
TIF Increments on agreements	$ 1,823,891	$ 1,713,507	$ 1,557,425	$ -	$ (29,155)	$ -	$ -	$ -	$ -	$ -	
Transfer of Int earnings prior to 1997 to HRA	(41,387)										
Easement funds for Business Park 95			10,454	0	0	0	0	0	0	0	
Interest on F&C Admin Loan (TIF 14 in amount of $425,845.90) for 2010-2015 int					64,531.94						
Transfer in for F&C Transfer done in previous years-set up as DUE to FROM		217,422									
Interest Earnings(2000 neg int adj for borrowing)	111,750.72	68,211.43	(21,681.33)	84,544	30,911	22,679	33,465	41,585	76,821	22,265	
Total Revenue	$1,894,255	$1,999,140	$1,546,197	$84,544	$66,288	$22,679	$33,465	$41,585	$76,821	$22,265	
Expenses											
Sauter Land Purchase Bond Int (Fund 329 $1,680,000 Bond-18% of bond)	(608)										
Sauter Land Purchase Bond Prin (Fund 329 $1,680,000 Bond-18% of bond)	(9,000)										
Parabody Pay-Go(site impr)	(20,264)	(20,264)		-	-	-	-	-	-	-	
Transfer out per Ehlers for non-increment funds					(10,454)						
Sharp Reimbursement-Sunfish Gateway	(46,875)										
Administrative Expenses	(18,438)	(22,511)	(10,021)	(3,241)	(9,244)	(1,569)	(987)	(1,230)	(946)	(2,090)	
Total Expense	($95,184)	($42,775)	($10,021)	($3,241)	($19,698)	($1,569)	($987)	($1,230)	($946)	($2,090)	
AVAILABLE REVENUES	$1,799,071	$1,956,365	$1,536,177	$81,303	$46,590	$21,110	$32,478	$40,355	$75,875	$20,175	
CIP Project Costs:											
Command/National Growth-Minks Property	(25,000)										
142nd Court Street Improvements (B&A Cyl)	(325,000)										
Internal Loan from TIF 14 for Admin Fees F&C project	(126,701)			-	-	-	-	-	-	-	
TIF amendment recorded incorrectly in prior years							29,155.12	-	-		
Parking Ramp Costs		**(66,363)**		-	-	-	-	-	-	-	
Sunwood Drive (Use of Excess Funding from Rail Stop See Below)		**(500,000)**		-	-	-	-	-	-	-	
RAIL Stop-net of (contingency-$889,517) (Did not need internal loan received tax funds prior to payment)Final payment 3/19		**(2,700,436)**							**(297,983)**		
Zeolite Street Constr										(517,000)	
County Road #116 (#47 toDysprosium)	**(450,000)**										
County Road 116 Bunker to Armstrong										(1,700,000)	
Sunwood Drive Realignment		(500,000)									
Total CIP Project Costs	(926,701)	(3,766,799)	-	-	-	-	29,155	-	(297,983)	(2,217,000)	
(Available Revenue less Total Project Costs)	$872,370	($1,810,434)	$1,536,177	$81,303	$46,590	$21,110	$61,633	$40,355	($222,108)	($2,196,825)	
Remaining TIF Balance/(Deficit)	$5,340,965	$3,530,531	$5,066,708	$5,148,011	$5,194,602	$5,215,712	$5,277,345	$5,317,701	$5,095,593	$2,898,768	
Internal Loans - F&C & TIF 14 Admin Expe		$ 2,782,605	$ 2,824,477 $2,943,202 eligible	$ 2,869,048	$ 2,869,048	$ 2,869,048	$ 2,869,048	$ 2,869,048	$ 2,869,048	$ 2,869,048	
CASH BALANCE AVAILABLE		**$747,926**	**$2,242,231**	**$2,278,964**	**$2,325,554**	**$2,346,664**	**$2,408,298**	**$2,448,653**	**$2,226,545**	**$29,721**	

TIF Projections District #8
Maken

Decertify Dec 31, 2021

Projected Revenue FOR TIF VIII	Actual 2019	Projected 2020	Projected 2021	Projected 2022	Projected 2023	Projected 2024	Projected 2025	Projected 2026	Projected 2027	Projected 2028
District VIII (2028)										
Balance	906,580	837,836	818,014	842,989	1,146,419	1,452,883	1,762,412	2,075,036	2,390,787	2,709,695
Revenues										
Tax Increment	332,470	305,000	305,000	305,000	305,000	305,000	305,000	305,000	305,000	305,000
Interest Earnings	31,828	8,378	8,180	8,430	11,464	14,529	17,624	20,750	23,908	27,097
Total Revenue	364,298	313,378	313,180	313,430	316,464	319,529	322,624	325,750	328,908	332,097
Less:										
Interfund Loan Prn from 2001 (not booked until 2017)	(102,752)	(103,442)	(100,006)							
Interfund Loan Int (4%)	(12,248)	(11,558)	(4,000)							
W Properties (Land Reimbursement)	(15,899)	(15,900)	(15,899)							
Lundeen Holdings (Phase II Reimbursement)										
Administrative Expenses	(2,143)	(2,300)	(2,300)	(10,000)	(10,000)	(10,000)	(10,000)	(10,000)	(10,000)	(22,103)
Total Expense	(133,042)	(133,200)	(122,205)	(10,000)	(10,000)	(10,000)	(10,000)	(10,000)	(10,000)	(22,103)
CIP Project Costs:										
Road Projects: Riversbend										
Road Projects: Chestnut Ridge, Wood Pond Hills & Hy	(300,000)									
Road Projects: Barthel's Rum River Acres 2nd			(166,000)							
Road Projects: Sunfish Square-Variolite		(200,000)								
Road Projects eligibile amount per 1-17-18 Ehlers Email										
Total CIP Project Costs	(300,000)	(200,000)	(166,000)	-	-	-	-	-	-	-
Remaining TIF Balance	**837,836**	**818,014**	**842,989**	**1,146,419**	**1,452,883**	**1,762,412**	**2,075,036**	**2,390,787**	**2,709,695**	**3,019,689**
(Total Revenue less Total Project Costs			** This will be sent back to County 12-31-21							
Remaining Interfund Loan	203,448	100,006	-							
Fund Balance	**634,388**	**718,008**	**842,989**							

TIF Projections District #9
ACCAP

Projected Revenue FOR TIF IX	Actual 2019	Projected 2020	Projected 2021	Projected 2022	Projected 2023	Projected 2024	Projected 2025	Projected 2026	Projected 2027	Projected 2028	Projected 2029
District IIX (2029)											
Balance	164	12,537	18,200	23,891	29,610	35,358	41,135	46,941	73,476	100,143	126,944
Revenues											
Tax Increment	33,885	28,000	28,000	28,000	28,000	28,000	28,000	28,000	28,000	28,000	28,000
Interest Earnings	257	63	91	119	148	177	206	235	367	501	635
Total Revenue	34,142	28,063	28,091	28,119	28,148	28,177	28,206	28,235	28,367	28,501	28,635
Administrative Expenses	(1,068)	(1,700)	(1,700)	(1,700)	(1,700)	(1,700)	(1,700)	(1,700)	(1,700)	(1,700)	(1,700)
Site Improvements(2004-202	(20,700)	(20,700)	(20,700)	(20,700)	(20,700)	(20,700)	(20,700)				
Total Expense	(21,768)	(22,400)	(22,400)	(22,400)	(22,400)	(22,400)	(22,400)	(1,700)	(1,700)	(1,700)	(1,700)
Remaining TIF Balance	**12,537**	**18,200**	**23,891**	**29,610**	**35,358**	**41,135**	**46,941**	**73,476**	**100,143**	**126,944**	**153,878**

TIF Projections District #14-COR (2015-2040)

Projected Revenue FOR TIF XIV	Actual 2019	Projected 2020	Projected 2021	Projected 2022	Projected 2023	Projected 2024	Projected 2025	Projected 2026	Projected 2027	Projected 2028	Projected 2029	Projected 2030
District I4												
Balance	(26,439,759)	(26,313,266)	(26,232,744)	(26,524,178)	(26,919,983)	(26,822,516)	(26,722,796)	(26,621,581)	(26,518,847)	(26,414,572)	(26,308,734)	(26,201,307)
Revenues												
TIF Increments-F&C	620,219	650,000	650,000	650,000	650,000	650,000	650,000	650,000	650,000	650,000	650,000	650,000
Other TIF Increments (Alina VA)												
TIF Increments PSD Apartments(2018-2040)												
TIF Increments - Commonbond (2016-2040)												
Interest Earnings	19,141	11,471	12,679	8,307	1,580	3,832	5,328	6,846	8,387	9,951	11,539	13,150
Total Revenue	639,360	661,471	662,679	658,307	651,580	653,832	655,328	656,846	658,387	659,951	661,539	663,150
Expenditures												
F&C TIF ($3M)	(334,706)	(344,569)	(344,569)	(344,569)	(344,569)	(344,569)	(344,569)	(344,569)	(344,569)	(344,569)	(344,569)	(344,569)
Affinity		(26,131)	(26,131)	(26,131)	(26,131)	(26,131)	(26,131)	(26,131)	(26,131)	(26,131)	(26,131)	(26,131)
PSD TIF ($500,000) 8/1/18-2/1/22	(131,867)	(133,413)	(133,413)	(133,413)	(133,413)	(133,413)	(133,413)	(133,413)	(133,413)	(133,413)	(133,413)	(133,413)
Admin Expenses $500,000 Interfund Loan Dec 2010 & Fund 9468	(46,294)	(76,836)	(50,000)	(50,000)	(50,000)	(50,000)	(50,000)	(50,000)	(50,000)	(50,000)	(50,000)	(50,000)
City Costs to be reimbursed-From Ehlers 5/14 Study												
Total Expenditures	(512,867)	(580,949)	(554,113)	(554,113)	(554,113)	(554,113)	(554,113)	(554,113)	(554,113)	(554,113)	(554,113)	(554,113)
CIP Project Costs:												
County Road 116 Bunker to Armstrong			(400,000)	(500,000)								
Total CIP Project Costs	-	-	(400,000)	(500,000)	-	-	-	-	-	-	-	-
Remaining TIF Balance-Fund Balance	**(26,313,266)**	**(26,232,744)**	**(26,524,178)**	**(26,919,983)**	**(26,822,516)**	**(26,722,796)**	**(26,621,581)**	**(26,518,847)**	**(26,414,572)**	**(26,308,734)**	**(26,201,307)**	**(26,092,270)**
Remaining TIF Balance - Cash Balance	764,725	845,247	553,813	158,008	255,475	355,195	456,410	559,144	663,419	769,257	876,684	985,721

NEED TO DETERMINE WHAT CITY FUNDS NEED TO BE PAID BACK FROM TIF 14

TIF Projections District #15-Life Fitness (2016-2033)

Projected Revenue FOR TIF XV	Actual 2019	Projected 2020	Projected 2021	Projected 2022	Projected 2023	Projected 2024	Projected 2025	Projected 2026	Projected 2027	Projected 2028	Projected 2029	Projected 2030	Projected 2031	Projected 2032	Projected 2033
District I5															
Balance	2,778	19,987	28,791	37,684	46,665	55,736	64,898	74,151	83,497	92,936	102,470	112,099	121,825	131,648	103,568
Revenues															
TIF Increments-Life Fitness	77,455	76,000	76,000	76,000	76,000	76,000	76,000	76,000	76,000	76,000	76,000	76,000	76,000	38,000	
Interest Earnings	(509)	200	288	377	467	557	649	742	835	929	1,025	1,121	1,218	1,316	1,036
Total Revenue	76,946	76,200	76,288	76,377	76,467	76,557	76,649	76,742	76,835	76,929	77,025	77,121	77,218	39,316	1,036
Expenditures															
Life Fitness TIF ($224,000)2/1/17-2/1/33	(58,363)	(65,196)	(65,196)	(65,196)	(65,196)	(65,196)	(65,196)	(65,196)	(65,196)	(65,196)	(65,196)	(65,196)	(65,196)	(65,196)	
Admin Expenses $19,872.40 Interfund Loan	(1,375)	(2,200)	(2,200)	(2,200)	(2,200)	(2,200)	(2,200)	(2,200)	(2,200)	(2,200)	(2,200)	(2,200)	(2,200)	(2,200)	(2,200)
Total Expenditures	(59,738)	(67,396)	(67,396)	(67,396)	(67,396)	(67,396)	(67,396)	(67,396)	(67,396)	(67,396)	(67,396)	(67,396)	(67,396)	(67,396)	(2,200)
Remaining TIF Balance	**19,987**	**28,791**	**37,684**	**46,665**	**55,736**	**64,898**	**74,151**	**83,497**	**92,936**	**102,470**	**112,099**	**121,825**	**131,648**	**103,568**	**102,404**

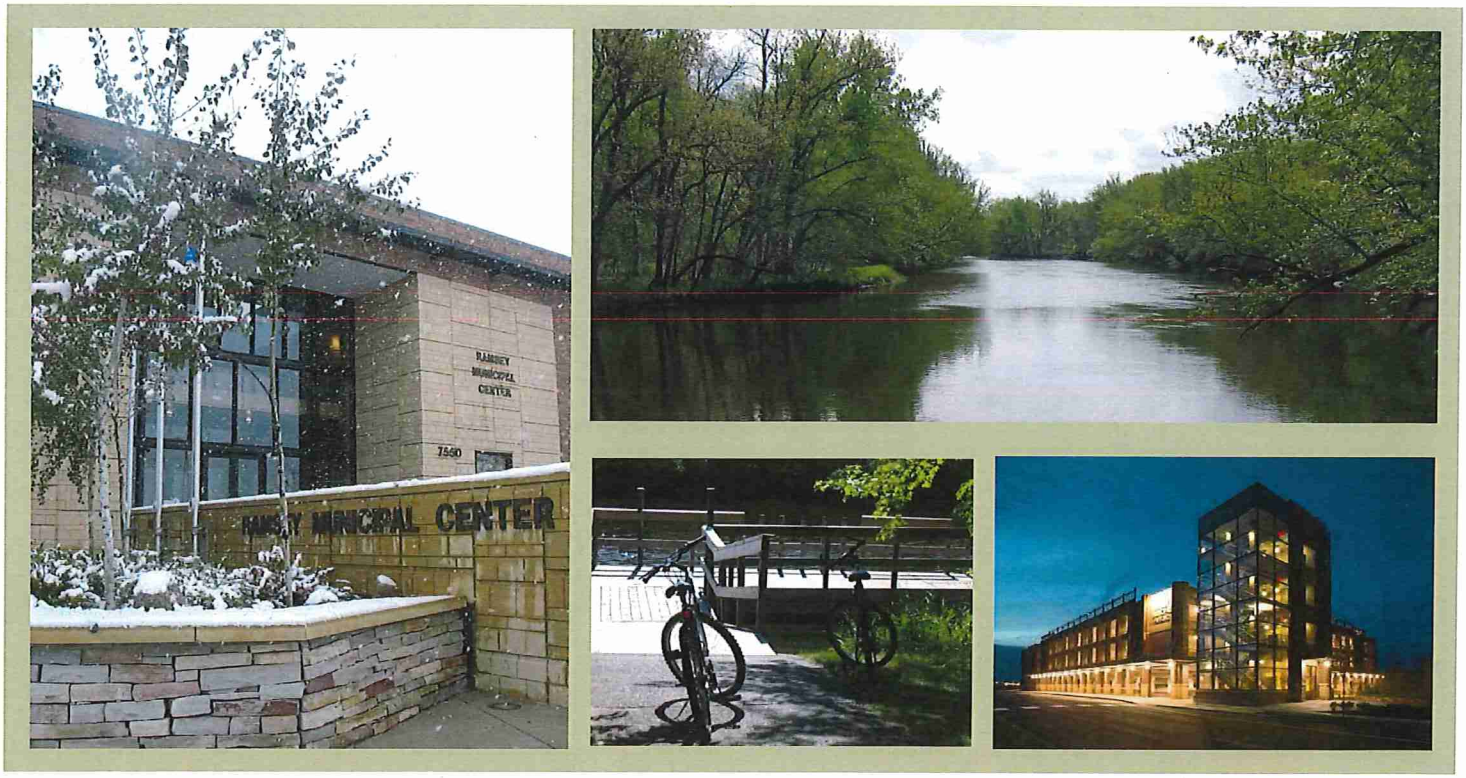
TIF Projections District #16-PSD Business Park (2018-2027)

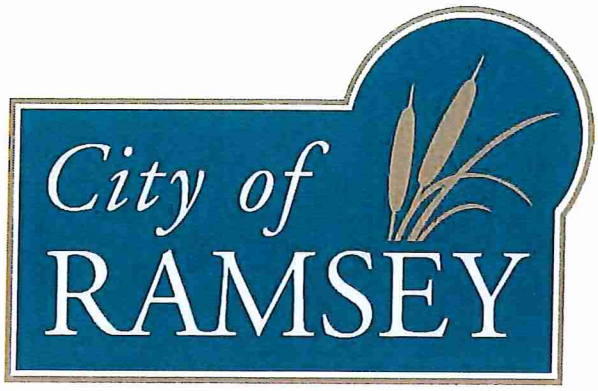
Projected Revenue FOR TIF XV	Actual 2019	Projected 2020	Projected 2021	Projected 2022	Projected 2023	Projected 2024	Projected 2025	Projected 2026	Projected 2027
District I6									
Balance	(1,006)	3,800	58	885	1,719	2,562	3,414	4,274	5,142
Revenues									
TIF Increments-	10,808	25,829	35,058	35,058	35,058	35,058	35,058	35,058	35,058
Interest Earnings	(21)	38	1	9	17	26	34	43	51
Total Revenue	10,787	25,867	35,059	35,067	35,075	35,084	35,092	35,101	35,109
Expenditures									
BLIPII TIF ($218,000)8/1/	(4,846)	(28,009)	(32,232)	(32,232)	(32,232)	(32,232)	(32,232)	(32,232)	(32,232)
Admin Expenses	(1,135)	(1,600)	(2,000)	(2,000)	(2,000)	(2,000)	(2,000)	(2,000)	(2,000)
Total Expenditures	(5,982)	(29,609)	(34,232)	- (34,232)	- (34,232)	- (34,232)	- (34,232)	- (34,232)	- (34,232)
Remaining TIF Balance	**3,800**	**58**	**885**	**1,719**	**2,562**	**3,414**	**4,274**	**5,142**	**6,020**

SUPPLEMENTAL
FUTURE CONSIDERATION PROJECTS

CITY OF RAMSEY
CAPITAL IMPROVEMENT
PROGRAM
2021-2030

The Capital Improvement Program document is a planning tool maintained by the city to identify future projects, related expenditures, and funding sources. All projects designated in the Capital Improvement Program are contingent upon availability of resources during the planned year. The total expenditure of projects includes city-funded sources as well as other resources such as grants, fees, bonding, etc.





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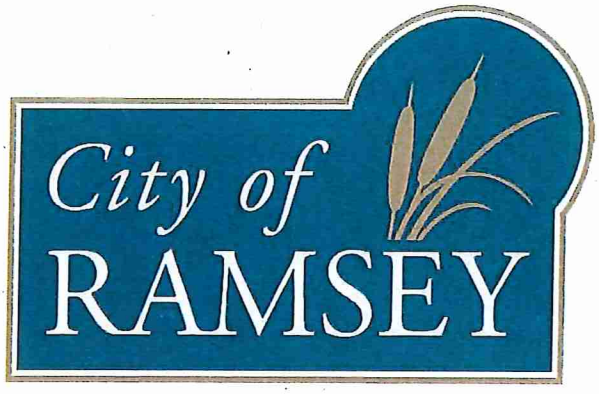
Park and Trail Capital Improvements – Future Projects



The following are park, trail and park acquisition projects that have been identified by the Park and Recreation Commission as proposed, needed improvements into the future – but do not have identified funding at the time of the 10-Year Park's CIP adoption. In other instances they are predicated on land development or future demand.

The proposed improvements are assigned to category Priority #5 which is known as Opportunity Driven/Unfunded/Placeholder. All projects are given a number 5 Priority, as the projects are currently unfunded.

Generally, additional park and trail planning should be undertaken city-wide as part of the 2040 Comprehensive Plan. A plan will be developed aside from this document to lead that process. The proposed community-wide park and trail plan, together with some of the cost estimates identified below, may point to the need for revenue beyond Park Dedication proceeds that have funded most park and trail initiatives to date.



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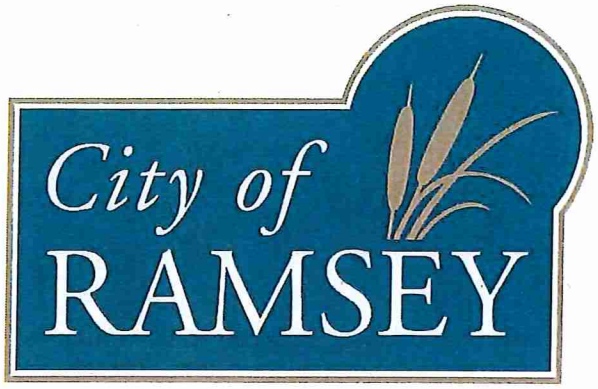
City of Ramsey, Minnesota

Capital Improvement Program

2021 thru 2030

PROJECTS BY DEPARTMENT

Department	#	Priority	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Park Improvements													
Elmcrest Creek Trail to Central Park	04-PARK-002	5							800,000				*800,000*
Lake Itasca Community Park	04-PARK-007	5			1,200,000								*1,200,000*
Trott Brook Greenway Trail	04-PARK-014	5					4,015,000						*4,015,000*
Mississippi River Park Development-Bridge location	06-PARK-016	5						750,000					*750,000*
Redevelopment of Hunters Hill	06-PARK-017	5									500,000		*500,000*
Municipal Plaza	07-PARK-001	5	100,000	3,600,000									*3,700,000*
The Waterfront	08-PARK-004	5		6,300,000									*6,300,000*
Central Anoka County Regional Trail Bridge over 10	08-PARK-008	5				5,600,000							*5,600,000*
Alpine Park Winter Facilities	11-PARK-003	5					2,500,000						*2,500,000*
Lake Itasca / COR Greenway	17-PARK-008	5						1,900,000					*1,900,000*
Park Improvements Total			**100,000**	**9,900,000**	**1,200,000**	**5,600,000**	**6,515,000**	**2,650,000**	**800,000**		**500,000**		***27,265,000***
Site Acquisitions													
Sixth Community Park (north central Ramsey)	06-ACQ-001	5							3,000,000				*3,000,000*
Site Acquisitions Total									**3,000,000**				***3,000,000***
GRAND TOTAL			**100,000**	**9,900,000**	**1,200,000**	**5,600,000**	**6,515,000**	**2,650,000**	**3,800,000**		**500,000**		***30,265,000***



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City of Ramsey, Minnesota

Capital Improvement Program

Data in Year 2021 and 2030

PROJECTS BY YEAR & PRIORITY

Project Name	Department	Project #	Priority	Project Cost
2021				
Priority 5-Opportunity/Unfunded/Placeholder				
Municipal Plaza	Park Improvements	*07-PARK-001*	5	100,000
			Total for: Priority 5	100,000
	Total for 2021			**100,000**
2022				
Priority 5-Opportunity/Unfunded/Placeholder				
Municipal Plaza	Park Improvements	*07-PARK-001*	5	3,600,000
The Waterfront	Park Improvements	*08-PARK-004*	5	6,300,000
			Total for: Priority 5	9,900,000
	Total for 2022			**9,900,000**
2023				
Priority 5-Opportunity/Unfunded/Placeholder				
Lake Itasca Community Park	Park Improvements	*04-PARK-007*	5	1,200,000
			Total for: Priority 5	1,200,000
	Total for 2023			**1,200,000**
2024				
Priority 5-Opportunity/Unfunded/Placeholder				
Central Anoka County Regional Trail Bridge over 10	Park Improvements	*08-PARK-008*	5	5,600,000
			Total for: Priority 5	5,600,000
	Total for 2024			**5,600,000**
2025				
Priority 5-Opportunity/Unfunded/Placeholder				
Trott Brook Greenway Trail	Park Improvements	*04-PARK-014*	5	4,015,000
Alpine Park Winter Facilities	Park Improvements	*11-PARK-003*	5	2,500,000
			Total for: Priority 5	6,515,000
	Total for 2025			**6,515,000**
2026				
Priority 5-Opportunity/Unfunded/Placeholder				
Mississippi River Park Development-Bridge location	Park Improvements	*06-PARK-016*	5	750,000
Lake Itasca / COR Greenway	Park Improvements	*17-PARK-008*	5	1,900,000

Project Name	Department	Project #	Priority	Project Cost
			Total for: Priority 5	2,650,000
	Total for 2026			**2,650,000**

2027

Priority 5-Opportunity/Unfunded/Placeholder

Elmcrest Creek Trail to Central Park	Park Improvements	*04-PARK-002*	5	800,000
Sixth Community Park (north central Ramsey)	Site Acquisitions	*06-ACQ-001*	5	3,000,000
			Total for: Priority 5	3,800,000
	Total for 2027			**3,800,000**

2029

Priority 5-Opportunity/Unfunded/Placeholder

Redevelopment of Hunters Hill	Park Improvements	*06-PARK-017*	5	500,000
			Total for: Priority 5	500,000
	Total for 2029			**500,000**
GRAND TOTAL				**30,265,000**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # 04-PARK-002

Project Name Elmcrest Creek Trail to Central Park

Department Park Improvements
Contact Unassigned
Type Improvement
Useful Life 50 Years
Category Park Improvement
Priority 5-Opportunity/Unfunded/Placeholder
Status Future Consideration

Total Cost $800,000

Description

This trail would link Elmcrest Park to Central Park, the neighborhoods in between, and provide off-roadway trail experience within central Ramsey.

Justification

Connecting the two community parks would reduce the need to replicate some facilities in both locations. The construction of the trail may coincide at such time as residents may subdivide their lots east of Ramsey Blvd, along the county ditch.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Improvements Other than Building Cost							800,000				800,000
Total							**800,000**				**800,000**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Grants/Outside Sources							150,000				150,000
Landfill Fund							75,000				75,000
Park Improvement Trust Fund							575,000				575,000
Total							**800,000**				**800,000**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # 04-PARK-007

Project Name Lake Itasca Community Park

Department Park Improvements
Contact Unassigned
Type Improvement
Useful Life 50 Years
Category Park Improvement
Priority 5-Opportunity/Unfunded/Placeholder
Status Future Consideration

Total Cost $1,200,000

Description

This project is intended to begin the development of Lake Itasca Park North of Alpine Drive, east of the lake to the west line of the adjacent subdivision.

Justification

Properties south of Alpine Drive, both east and west of Puma Street will be proposed residential for development. It is this development that would provide the necessary Park Dedication funds for the first phase of construction, as well as contributing increased recreational demand.

A four acre parcel south of Alpine Drive may be sold to finance improvements in the park. This project includes mass grading of the park and development of multi-use athletic fields, including for lacrosse.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Improvements Other than Building Cost			1,200,000								1,200,000
Total			**1,200,000**								**1,200,000**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Park Improvement Trust Fund			1,200,000								1,200,000
Total			**1,200,000**								**1,200,000**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # 04-PARK-014

Project Name Trott Brook Greenway Trail

Department Park Improvements
Contact Unassigned
Type Improvement
Useful Life 20 Years
Category Park Improvement
Priority 5-Opportunity/Unfunded/Placeholder
Status Future Consideration

Total Cost $4,015,000

Description

The Trott Brook Greenway Trail extends from Elk River's Youth Athletic Complex near Jarvis Street and follows the brook easterly to Rum River Central Park about six miles away. The project would involve continued acquisition of scenic and trail easements, boardwalk and trail construction and natural resource enhancements. Segments of the trail may be on-street within certain neighborhoods.

Justification

This trail project would be predicated on significant planning leading up to construction and likely involve a Master Plan, as well as receiving grant monies for funding. The land around the brook is the largest and most contiguous undeveloped natural area within Ramsey. The City presently has about half of the land acquired (through Park Dedications and a LCCMR grant) to construct this trail.

This trail has a regional context. There is a trail proposed to connect Sherburne County and Ramsey to a metro regional park. This project may be a good canidate for Legacy Ammendment funding, following a regional designation.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Improvements Other than Building Cost					4,015,000						4,015,000
Total					**4,015,000**						**4,015,000**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Grants/Outside Sources					4,000,000						4,000,000
Landfill Fund					15,000						15,000
Total					**4,015,000**						**4,015,000**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # 06-PARK-016

Project Name Mississippi River Park Development-Bridge location

Department Park Improvements
Contact
Type Improvement
Useful Life 20 Years
Category Park Improvement
Priority 5-Opportunity/Unfunded/Placeholder
Status Future Consideration

Total Cost $750,000

Description

This neighborhood park is proposed in the general vicinity of the proposed bridge crossing, along the banks of the river. The park would consist of the usual park amenities, as well as open space that may be shared with adjoining new and existing residential land use.

The funding and the timing of the park development would be concurrent with the subdivision of the land.

This park may also serve as a trailhead for a trail (to be built with the bridge construction), that will connect Hennepin County, and the Three Rivers Park District to Ramsey and the Mississippi River Trail.

Justification

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Improvements Other than Building Cost						750,000					750,000
Total						750,000					750,000

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Park Improvement Trust Fund						750,000					750,000
Total						750,000					750,000

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # 06-PARK-017

Project Name Redevelopment of Hunters Hill

Department Park Improvements
Contact
Type Improvement
Useful Life 20 Years
Category Park Improvement
Priority 5-Opportunity/Unfunded/Placeholder
Status Future Consideration

Total Cost $500,000

Description

Concurrent with any redevelopment of the subdivisions around the existing Hunters Hill Park would be an opportunity to bring improvements to the underutilized Hunters Hill Park. The funding would be from any new units shared. Open space connections within a redeveloped area may also be considered.

Justification

Should redevelopment occur in this area; it is likely densities will greatly increase. This, coupled with the commercial and light industrial uses in the area will create the need for a lunch break destination - as well the residential recreational demand.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Improvements Other than Building Cost									500,000		500,000
Total									**500,000**		**500,000**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Park Improvement Trust Fund									500,000		500,000
Total									**500,000**		**500,000**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # 07-PARK-001
Project Name Municipal Plaza

Department Park Improvements
Contact
Type Improvement
Useful Life 20 Years
Category Park Improvement
Priority 5-Opportunity/Unfunded/Placeholder
Status Future Consideration

Total Cost $3,700,000

Description

Development of the proposed 2-acre Municipal Plaza in The COR, based upon the parks framework plan at $41 per square foot.

Justification

This urban park-space may be the most prominent park space within The COR - due to its visibility along Sunwood Drive, and its relationship to the Municipal Center and transit hub. The site is also likely to be used for the city's festival known as Happy Days.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Improvements Other than Building Cost	100,000	3,600,000									3,700,000
Total	**100,000**	**3,600,000**									**3,700,000**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Grants/Outside Sources		200,000									200,000
Park Improvement Trust Fund	100,000	3,400,000									3,500,000
Total	**100,000**	**3,600,000**									**3,700,000**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # 08-PARK-004

Project Name The Waterfront

Department Park Improvements
Contact
Type Improvement
Useful Life 20 Years
Category Park Improvement
Priority 5-Opportunity/Unfunded/Placeholder
Status Future Consideration

Total Cost $6,300,000

Description

This project will be the culmination of comprehensive planning for a significant water feature in The COR. The 'lake' will be a layering of public and private amenities - such as the integration of a restaurant, required open space, public paths, wading areas, a splash pad and shady aesthetics, all of which provides the "green" and "blue" (and stormwater) connections between The Draw and retail areas.

Justification

In addition to providing a superior view-shed for residential and retail sites as well as water recreation, the pond will handle storm run-off and provide fill material for other projects within The COR. The cost projections are based on the parks framework plan for The COR at $11 per square foot.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Improvements Other than Building Cost		6,300,000									6,300,000
Total		6,300,000									6,300,000

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Park Improvement Trust Fund		6,300,000									6,300,000
Total		6,300,000									6,300,000

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # 08-PARK-008

Project Name Central Anoka County Regional Trail Bridge over 10

Department Park Improvements
Contact
Type Improvement
Useful Life 20 Years
Category Park Improvement
Priority 5-Opportunity/Unfunded/Placeholder
Status Future Consideration

Total Cost $5,600,000

Description

Bridge #02053 will connect The COR to the trail to the Mississippi River along the storm sewer outfall and serve as a regional trail connection between the Northstar Rail Station and Mississippi West Reional Park.

Justification

The COR is designed to be pedestrian friendly. This bridge will provide a connection to West Mississippi Regional Park and the regional trail. Further, the rail and highway crossing will allow residents to access the commuter rail and The COR without adding automobile trips to Hwys #10 and #169.

Ramsey has received $100,000 from Met Council for engineering and design, and $490,000 from the National Park Service to complete the final plans and specifications. Additionally, a private developer has contributed the touch-down land adjacent to Riverdale Drive.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Improvements Other than Building Cost				5,600,000							5,600,000
Total				**5,600,000**							**5,600,000**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Grants/Outside Sources				5,600,000							5,600,000
Total				**5,600,000**							**5,600,000**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # 11-PARK-003

Project Name Alpine Park Winter Facilities

Department Park Improvements
Contact
Type Improvement
Useful Life 25
Category Park Improvement
Priority 5-Opportunity/Unfunded/Placeholder
Status Future Consideration

Total Cost $2,500,000

Description

This project shall include the construction of a chalet/warming house capable of facilitating winter equipment rentals and vending. Improvements will also include the expansion of the existing parking lot, and the construction of refrigerated rinks.

Justification

This warming house will function as a hub for winter recreation in the city with ice skating, sliding, and cross-country ski trails. Further, the existing warming house and rinks at Ramsey Elementary are in sub-standard condition and would be discontinued under this proposal.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Building Cost/Construction					750,000						750,000
Improvements Other than Building Cost					1,750,000						1,750,000
Total					**2,500,000**						**2,500,000**

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Park Improvement Trust Fund					2,500,000						2,500,000
Total					**2,500,000**						**2,500,000**

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # 17-PARK-008
Project Name Lake Itasca / COR Greenway

Department Park Improvements
Contact
Type Improvement
Useful Life 20
Category Park Improvement
Priority 5-Opportunity/Unfunded/Placeholder
Status Future Consideration

Total Cost $1,900,000

Description

This project envisions a Greenway connection for the Municipal Plaza, The Draw, the lake feature west through The COR to the Lake Itasca Community Park.

Justification

The Greenway will be the primary east/west pedestrian route on either side of Armstrong Blvd, connecting places to live, work and recreate. It is intended that the Greenway also will be a working component of the stormwater system.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Improvements Other than Building Cost						1,900,000					1,900,000
Total						1,900,000					1,900,000

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Park Improvement Trust Fund						1,900,000					1,900,000
Total						1,900,000					1,900,000

Capital Improvement Program

2021 *thru* 2030

City of Ramsey, Minnesota

Project # 06-ACQ-001

Project Name Sixth Community Park (north central Ramsey)

Department Site Acquisitions
Contact
Type Land
Useful Life Unassigned
Category Site Acquisition
Priority 5-Opportunity/Unfunded/Placeholder
Status Future Consideration

Total Cost $3,000,000

Description

The park location has not been determined, but may be expected to be sited north of Trott Brook and geographically centralized.

The park should have a minimum of 60 acres of usable land.

Justification

Given the projected build-out of Ramsey, it is anticipated that a sixth Community Park will be required to meet the needs of the existing and future residents.

A joint powers agreement for funding and O & M may be explored with the City of Nowthen.

Expenditures	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Land Acquisition							3,000,000				3,000,000
Total							3,000,000				3,000,000

Funding Sources	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Total
Park Improvement Trust Fund							3,000,000				3,000,000
Total							3,000,000				3,000,000

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #20-290

RESOLUTION ADOPTING THE 2021-2030 CAPITAL IMPROVEMENT PLAN (CIP)

WHEREAS, the Ramsey City Charter states that the City of Ramsey will adopt a Capital Improvement Plan (CIP) annually; and

WHEREAS, the CIP will consist of at least five years, and will estimate the future needs for the public health, safety and welfare of the City; and

WHEREAS, the CIP shall consist of projects and facilities (capital improvements) proposed to be undertaken during the next ten fiscal years, which is 2021-2030 with appropriate supporting information as to the necessity of such improvements, cost estimates, and method of financing; and

WHEREAS, the Capital Improvement Plan (CIP) is a forecasting tool and not actual, committed projects and expenditures.

NOW THEREFORE, BE IT RESOLVED BY THIS CITY COUNCIL OF THE CITY OF RAMSEY, ANOKA COUNTY, STATE OF MINNESOTA that the findings of fact relating to the request are determined to be as follows:

1) The City Council of the City of Ramsey authorizes the adoption of the 2021-2030 Capital Improvement Plan (CIP)

The motion of the adoption of the foregoing resolution was duly seconded by and upon vote being taken thereon, the following 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 8th day of December, 2020.

_____

Mayor

ATTEST:

City Clerk

CC Regular Session **6. 2.**

Meeting Date: 12/08/2020

By: Diana Lund, Finance

Information

Title:

PUBLIC HEARING on 2021 Tax Levies and General Fund Budget

- Adopt Resolution #20-291 Adopting the 2020, Payable 2021 Municipal Tax Levy
- Adopt Resolution #20-292 Adopting the 2021 General Fund Budget
- Adopt Resolution #20-293 Adopting the 2021 Economic Development Authority (EDA) Budget

Purpose/Background:

Purpose: The City is required to hold a meeting where the city's budget and levy will be discussed and the public can give input. The City is required to adopt a levy and certify to the county auditor by December 31, 2020.

A budget/levy slide presentation will be provided that will outline the city's proposed 2021 levies and General Fund Budget.

A brief recap of the proposed levy to be adopted is as follows:

- 2021 Final Overall Levy: $13,009,808 - a $123,868 reduction (reduction in debt levy on public works campus due to lower construction costs than originally estimated) from September Preliminary levy adopted September 22, 2020, of $13,133,676
- The final adopted levy in 2020 was $12,509,232

Levy Components: General Fund Levy: $11,154,848 ($10,670,932 - Year 2020)
Debt Service Levies: $1,779,600 ($1,746,887- Year 2020)
EDA Levy: $ 75,360 ($91,413 - Year 2020)

The levy increase from payable 2020 to payable 2021 is mostly attributed to Cost of Living Adjustments (COLA) health insurance premium increases and workers compensation insurance premium increases. Other personnel related factors include: a full-time Patrol Officer, full-time Parks Maintenance worker, part-time Police Records Technician and a position reclassification (Administrative Assistant to Deputy City Clerk). The levy portion attributed to debt service is seeing an increase due to the issuance of new debt related to the funding for the new public works campus.

2021 Final Tax Capacity Rate: 39.009% (39.592% - Year 2020)

2021 General Fund Budget: $14,383,348 ($13,303,589 - Year 2020)

2021 EDA Budget: $85,360 ($98,913 - Year 2020)

All EDA and General Fund documents are included together, as the EDA levy calculates into the total general levy calculation of the city and thus accounts for the several motions listed below.

Notification:

At is regular meeting of September 22, 2020, City Council agreed upon December 8, 2020 at 7:00 PM to hold a public meeting on the 2021 levy and budget. This date and time was printed on the proposed tax statements that were sent to each taxable property and public hearing notice was also posted in the Anoka County Union on November 27, 2020.

Included in the 2021 levy is a debt service levy attributed to the debt issuance for the new public works campus. This debt is scheduled to be sold the morning of December 8, 2020. The proposed levy and resolutions have been updated to reflect the December 8 sale.

Observations/Alternatives:

Option #1 - Motion for City Council to Adopt Resolutions #20-291 Adopting the 2020 Payable 2021 Municipal Tax Levies(General, EDA and Debt Service) in the amount of $13,009,808; Adopt Resolution #20-292 Adopting the 2021 General Fund Budget in the amount of $14,383,348 and Adopt Resolution #20-293 Adopting the 2021 EDA Budget in the amount of $85,360.

Option #2 - Motion for City Council to Adopt Resolutions as stated above in Option 1, but with the following modifications:_____

Option#3 - Motion for City Council to not adopt the attached resolutions. If a final levy is not adopted it reverts back to the final levy of 2020 in the amount of $12,509,232.

Funding Source:

The EDA levy supports the EDA budget, the General Levy supports the General Fund Budget and debt service levy supports the respective annual debt service payments.

Recommendation:

Staff Recommends Option #1 as outlined above.

Action:

Motion to Adopt Resolution #20-291 Adopting the 2020, Payable 2021 Municipal Tax Levies (General, EDA and debt service) in the amount of $13,009,808; and

Motion to Adopt Resolution #20-292 Adopting the 2021 General Fund Budget in the amount of $14,383,348; and

Motion to Adopt Resolution #20-293 Adopting the 2021 EDA Budget in the amount of $85,360.

Attachments

Reso #20-292 Adopting the 2021 General Fund Budget

Reso #20-293 Adopting the 2021 EDA Budget

2021 General Fund Budget for FInal

2021 EDA Budget

Reso #20-291 Adopting the 2021/ Payable 2021 Municipal Tax Levy

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Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	12/03/2020 12:04 PM
Kurt Ulrich	Kathy Schmitz	12/08/2020 12:38 PM
Diana Lund (Originator)	Diana Lund	12/08/2020 12:51 PM
Diana Lund (Originator)	Kathy Schmitz	12/08/2020 12:52 PM
Kurt Ulrich	Kathy Schmitz	12/08/2020 12:52 PM
Form Started By: Diana Lund		Started On: 12/01/2020 08:58 AM

Final Approval Date: 12/08/2020

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #20-292

RESOLUTION ADOPTING THE 2021 CITY OF RAMSEY GENERAL FUND OPERATING BUDGET

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

1) That the annual budget of the City of Ramsey for the fiscal year beginning January 1, 2021 is hereby adopted for the General Fund as follows:

GENERAL FUND

Revenues:	
Property Taxes	$ 11,109,848
Licenses and Permits	629,800
Intergovernmental Revenues	433,800
Charges for Services	621,500
Fines and Forfeitures	45,500
Other Revenues-	
Interest Earnings	100,000
Miscellaneous	20,700
Other Financing Sources	1,422,200
Total Revenues	$ 14,383,348
Operating and Capital Expenditures:	
General Government	$ 3,629,946
Public Safety	6,350,740
Public Works	2,740,999
Parks and Recreation	1,481,290
Contingency	74,000
Other Financing Uses	106,373
Total Operating and Capital Expenditures	$14,383,348

2) That the City Finance Director be directed to transmit a certified copy of this resolution to the Anoka County Auditor's office on or before Thursday, December 31, 2020.

3) That all contractual agreements contained within the 2021 General Fund Budget will be considered ratified.

4) That all itemized capital equipment purchases contained within the 2021 General Fund Budget will be considered ratified.

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

and the following voted against the same:

and the following abstained:

and the following were absent:

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 8th day of December, 2020.

_____
Mayor

ATTEST:

_____
City Clerk

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #20-293

RESOLUTION ADOPTING THE 2021 CITY OF RAMSEY ECONOMIC DEVELOPMENT AUTHORITY FUND BUDGET

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

1) That the annual budget of the City of Ramsey for the fiscal year beginning January 1, 2021 is hereby adopted for the Economic Development Authority Fund as follows:

ECONOMIC DEVELOPMENT FUND

Revenues:	
Taxes (EDA Levy)	$ 75,360
Interest Earnings	$ 10,000
Other Financing Sources	$ 0
Total Revenues	$85,360
Operating and Capital Expenditures:	
Personal Services	$ 1,610
Supplies	$ 49,000
Services and Charges	$ 34,750
Total Operating and Capital Expenditures	$ 85,360

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

and the following voted against the same:

and the following abstained:

and the following were absent:

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 8th day of December, 2020.

_____
Mayor

ATTEST:

City Clerk

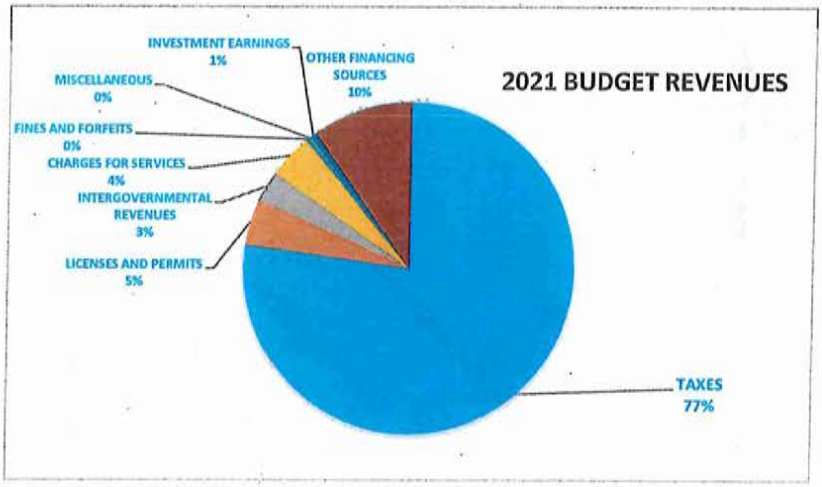
GENERAL FUND 101 - BUDGET SUMMARY

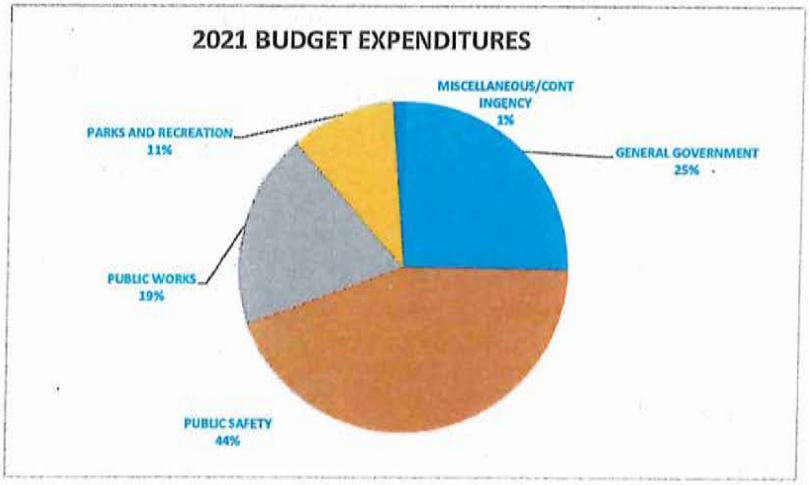
REVENUES

	-2018 Actual-	-2019 Actual-	-2020 Adopted-	-2021 Proposed-
TAXES	9,361,993	9,902,004	10,625,932	11,109,848
LICENSES AND PERMITS	1,031,944	901,222	633,300	629,800
INTERGOVERNMENTAL REVENUES	418,106	442,366	405,595	433,800
CHARGES FOR SERVICES	815,127	790,112	666,162	621,500
FINES AND FORFEITS	46,651	49,479	55,500	45,500
MISCELLANEOUS	21,873	16,637	21,100	20,700
INVESTMENT EARNINGS	104,401	174,930	100,000	100,000
OTHER FINANCING SOURCES	936,450	953,354	796,000	1,422,200
TOTAL REVENUES	**12,736,544**	**13,230,103**	**13,303,589**	**14,383,348**

EXPENDITURES

	-2018 Actual-	-2019 Actual-	-2020 Adopted-	-2021 Proposed-
GENERAL GOVERNMENT	3,291,647	3,467,904	3,600,556	3,629,946
PUBLIC SAFETY	5,103,105	5,511,745	6,075,072	6,350,740
PUBLIC WORKS	2,005,042	2,047,054	2,176,741	2,740,999
PARKS AND RECREATION	1,380,689	1,303,410	1,329,847	1,481,290
MISCELLANEOUS/CONTINGENCY	705,685	637,670	121,373	180,373
TOTAL EXPENDITURES	**12,486,167**	**12,967,783**	**13,303,589**	**14,383,348**

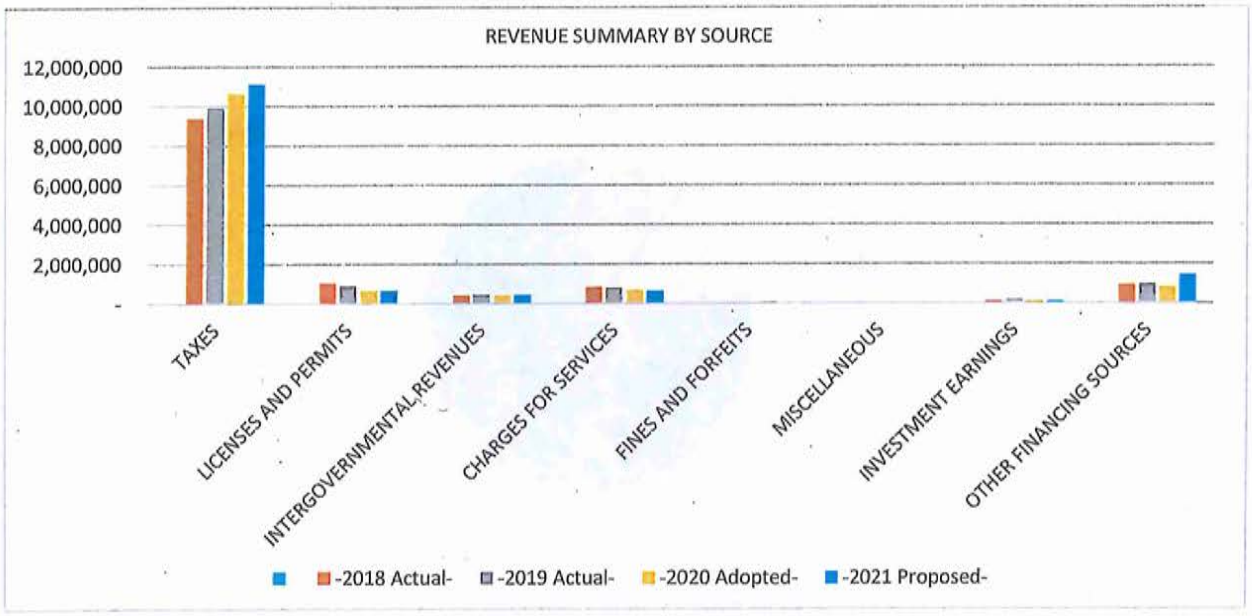




GENERAL FUND 101 - REVENUE SUMMARY	-2018 Actual-	-2019 Actual-	-2020 Adopted-	-2021 Proposed-
TAXES	9,361,993	9,902,004	10,625,932	11,109,848
LICENSES AND PERMITS	1,031,944	901,222	633,300	629,800
INTERGOVERNMENTAL REVENUES	418,106	442,366	405,595	433,800
CHARGES FOR SERVICES	815,127	790,112	666,162	621,500
FINES AND FORFEITS	46,651	49,479	55,500	45,500
MISCELLANEOUS	21,873	16,637	21,100	20,700
INVESTMENT EARNINGS	104,401	174,930	100,000	100,000
OTHER FINANCING SOURCES	936,450	953,354	796,000	1,422,200
TOTAL REVENUES	**12,736,544**	**13,230,103**	**13,303,589**	**14,383,348**

HISTORICAL LEVY AMOUNTS

2017 LEVY	$ 8,670,635	4.62%
2018 LEVY	$ 9,395,242	8.36%
2019 LEVY	$ 9,972,432	6.14%
2020 LEVY	$ 10,670,932	7.00%
2021 LEVY	$ 11,154,848	4.53%

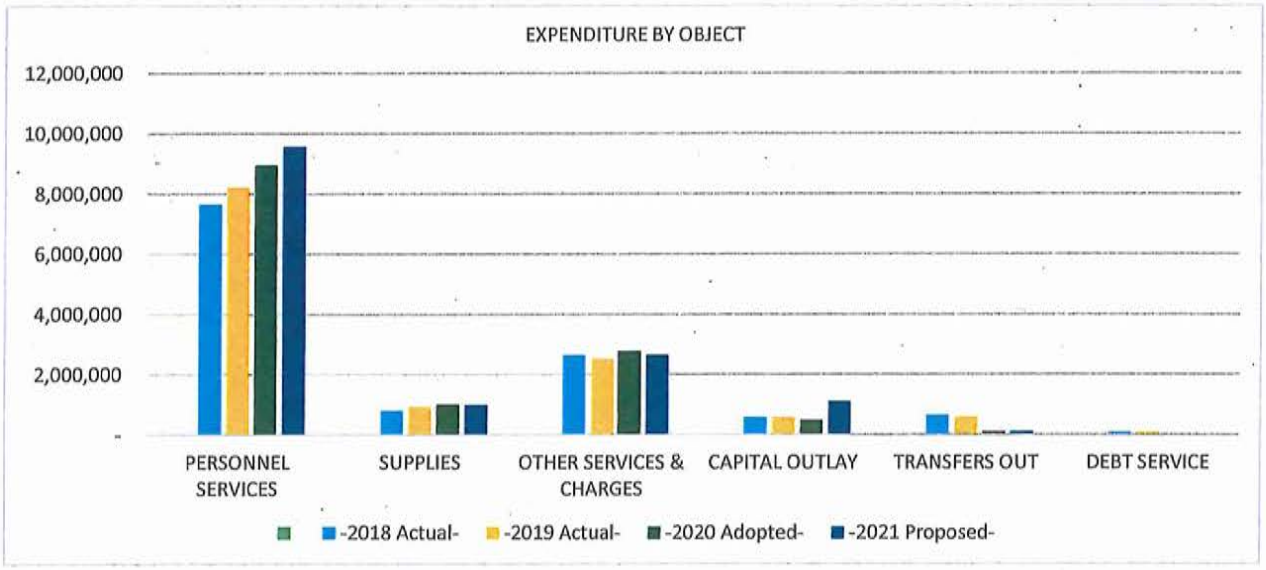


GENERAL FUND 101 - REVENUE BY SOURCE		-2018 Actual-	-2019 Actual-	-2020 Adopted-	-2021 Proposed-
TAXES					
4011	CURRENT-AD VALOREM TAXES	7,821,806	8,383,643	9,172,932	9,656,848
401A	CURRENT-UNCOLLECTED ALLOWANCE		-	(100,000)	(100,000)
4012	DELINQUENT-AD VALOREM TAXES	57,625	37,958	50,000	50,000
4014	FISCAL DISPARITIES	1,472,625	1,477,121	1,498,000	1,498,000
4015	EXCESS TAX INCREMENTS	16	179	-	-
4018	PENALTY/INT-AD VALOREM TAXES	9,921	3,104	5,000	5,000
TAXES Total		**9,361,993**	**9,902,004**	**10,625,932**	**11,109,848**
LICENSES AND PERMITS					
- BUSINESS LICENSES/PERMITS					
4140	CREDIT CARD PROCESSING FEES	(11,494)	(5,960)	(5,000)	(5,000)
4155	LIQUOR-ON SALE	55,500	48,740	55,000	50,000
4156	LIQUOR-OFF SALE	740	-	1,000	1,000
4159	MECHANICAL LICENSE	12,200	14,300	11,000	12,000
4163	PAWNSHOP LICENSE	5,891	9,868	6,000	4,000
4164	CIGARETTE SALES LICENSE	550	3,050	2,500	2,500
4165	REFUSE HAULERS LICENSE	200	450	400	400
4166	MOTOR VEHICLES LICENSE	-	-	-	-
4168	PEDDLERS LICENSE	2,535	2,820	1,500	2,000
4169	GASOLINE SALES LICENSE	-	-	-	-
4170	OTHER BUSINESS LICENSES & PERM	1,125	2,180	1,000	2,000
4171	INVESTIGATIVE FEES	414	3,451	3,000	1,000
- NON-BUSINESS LICENSES/PERMITS					
4205	BUILDING PERMIT	626,166	577,644	350,000	350,000
4206	PLUMBING PERMIT	64,517	46,218	40,000	40,000
4207	ANIMAL LICENSE	2,590	1,250	1,200	1,200
4208	HEATING PERMIT	96,141	53,963	40,000	40,000
4209	CONDITIONAL USE PERMIT	3,006	8,750	6,000	6,000
4211	SIGN PERMITS	2,101	2,625	2,500	2,500
4212	RENTAL LICENSE	6,275	1,525	5,000	3,000
4213	FIRE PERMIT	10,160	8,386	11,000	11,000
4214	ELECTRICAL INSPECTION PERMIT	100,338	92,148	55,000	60,000
4220	SEPTIC SYSTEM PERMIT	32,409	21,159	30,000	30,000
4221	URBAN SEWER PERMIT	8,855	2,850	7,500	7,500
4222	URBAN WATER PERMIT	8,855	3,525	7,500	7,500
4230	OTHER NON-BUSINESS LIC & PERM	2,870	2,280	1,200	1,200
LICENSES AND PERMITS Total		**1,031,944**	**901,222**	**633,300**	**629,800**
INTERGOVERNMENTAL REVENUES					
- FEDERAL INTERGOVERNMENTAL					
4253	FEDERAL EXCISE TAX REFUND	8,409	8,863	8,000	8,500
4252	FEDERAL GRANTS	-	-	-	-
- STATE INTERGOVERNMENTAL					
4262	LOCAL GOVERNMENT AID	-	-	-	-
4263	MARKET VALUE HOMESTEAD CREDIT	2,902	2,689	-	-
4268	MSA FOR STREETS	140,000	150,000	150,000	180,000
4269	POLICE - INSURANCE PREMIUM TAX	207,352	228,225	205,000	220,000
4271	POST BOARD REIMBURSEMENT	22,968	23,860	9,000	15,000
4272	STATE EXCISE TAX REFUND	337	364	300	300
4273	OTHER STATE GRANTS & AIDS	36,139	28,365	20,000	10,000
- LOCAL INTERGOVERNMENTAL					
4287	OTHER LOCAL GOVERNMENT GRANTS	-	-	13,295	-
INTERGOVERNMENTAL REVENUES Total		**418,106**	**442,366**	**405,595**	**433,800**

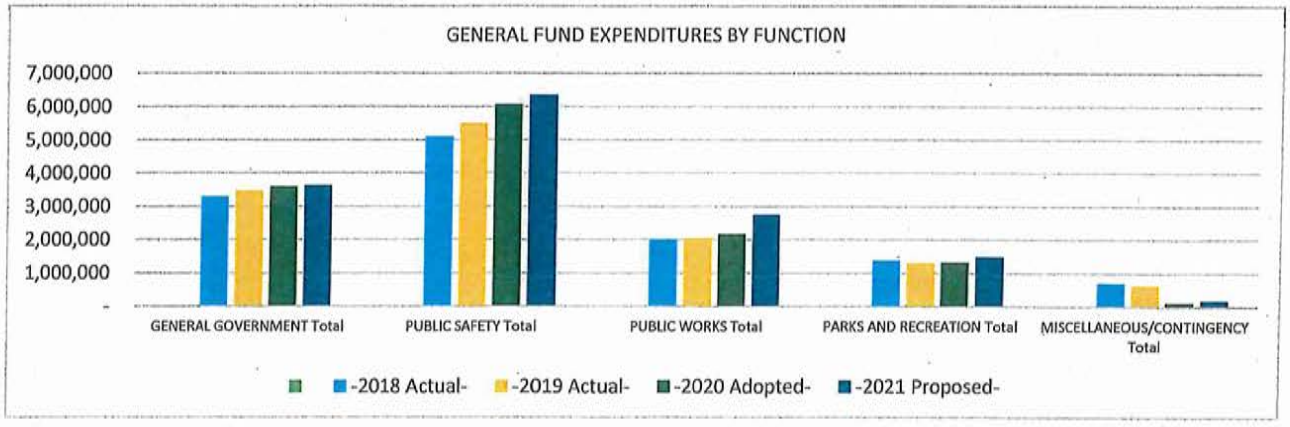
CHARGES FOR SERVICES					
4304	RENTAL FEES - REAL PROPERTY	149,819	153,799	145,000	118,000
4305	RENTAL FEES	9,739	11,042	12,000	12,000
4306	ZONING & SUBDIVISION FEES	3,739	2,082	3,000	3,000
4307	PLAN CHECKING FEES	296,301	241,565	160,000	160,000
4308	SALES OF MAPS & PUBLICATIONS	499	358	1,000	500
4309	ASSESSMENT SEARCHES	840	630	-	-
4312	GENERAL GOVERNMENT STAFF TIME	33,889	39,694	25,000	25,000
4326	SPECIAL POLICE SERVICES	16,645	21,082	15,000	15,000
4327	SPECIAL FIRE PROTECTION SERVIC	55,953	86,157	55,000	60,000
4328	ACCIDENT REPORTS	1,657	1,373	2,000	2,000
4329	OPEN BURN PERMIT FEES	675	975	1,000	1,000
4330	OTHER PUBLIC SAFETY	6,995	4,935	5,000	5,000
4337	ENGINEERING	214,693	200,453	221,262	200,000
4338	PLAN & SPECIFICATION FEES	-	-	-	-
4339	OTHER PUBLIC WORKS	14,862	13,460	12,000	12,000
4347	OTHER CULTURE-RECREATION	8,821	12,507	8,900	8,000
CHARGES FOR SERVICES Total		**815,127**	**790,112**	**666,162**	**621,500**
FINES AND FORFEITS					
4452	COURT FINES	44,569	45,404	55,000	45,000
4453	OTHER FINES & FORFEITS	33	405	-	-
4454	ADMINISTRATIVE FINES	2,049	3,669	500	500
FINES AND FORFEITS Total		**46,651**	**49,479**	**55,500**	**45,500**
MISCELLANEOUS					
4604	SURCHARGES	689	690	700	700
4605	ELECTION FILING FEES	55	20	-	-
4609	OTHER MISCELLANEOUS REVENUES	21,129	15,927	20,400	20,000
4608	CONTRIBUTIONS & DONATIONS	-	-	-	-
MISCELLANEOUS Total		**21,873**	**16,637**	**21,100**	**20,700**
INVESTMENT EARNINGS					
4701	INTEREST ON INVESTMENTS	104,401	174,930	100,000	100,000
INVESTMENT EARNINGS Total		**104,401**	**174,930**	**100,000**	**100,000**
OTHER FINANCING SOURCES					
TRANSFERS IN					
4901	TRANSFER IN FROM OTHER FUNDS	936,450	953,354	796,000	1,422,200
OTHER FINANCING SOURCES Total		**936,450**	**953,354**	**796,000**	**1,422,200**
TOTAL REVENUE		**12,736,544**	**13,230,103**	**13,303,589**	**14,383,348**

GENERAL FUND 101 - LINE ITEM DETAIL	-2018 Actual-	-2019 Actual-	-2020 Adopted-	-2021 Proposed-
4901 Other Finance Sources				
Water Fund Administrative Transfer	41,000	43,000	45,000	47,000
Sewer Fund Administrative Transfer	35,000	37,000	39,000	41,000
St. Lighting Fund Administrative Transfer	20,000	21,000	22,000	23,000
Recycling Fund Administrative Transfer	11,500	-	-	-
Storm Water Utility Fund Administrative Transfer	30,000	32,000	34,000	36,000
Landfill Fund	-	-	-	1,000,000
Capital Maintenance Fund - For Trail Maintenance	-	50,000	60,000	60,000
Insurance Fund	22,588	-	-	-
Fleet Vehicle Fnd	-	87,000	-	-
PIR Fund-Street Maintenance	100,000	125,000	125,000	125,000
Equipment Revolving Fund	676,362	558,354	471,000	143,200
	936,450	953,354	796,000	1,475,200

EXPENDITURE BY OBJECT SUMMARY	-2018 Actual-	-2019 Actual-	-2020 Adopted-	-2021 Proposed-
PERSONNEL SERVICES	7,649,639	8,216,968	8,957,160	9,566,381
SUPPLIES	789,149	913,056	1,004,500	981,228
OTHER SERVICES & CHARGES	2,640,548	2,511,623	2,764,556	2,639,166
CAPITAL OUTLAY	565,955	549,084	471,000	1,090,200
TRANSFERS OUT	643,832	575,817	106,373	106,373
DEBT SERVICE	61,853	61,853	-	-
TOTAL EXPENDITURE BY OBJECT	**12,350,976**	**12,828,401**	**13,303,589**	**14,383,348**



EXPENDITURE BY OBJECT RECAP ALL SUB-FUNCTIONS		-2018 Actual-	-2019 Actual-	-2020 Adopted-	-2021 Proposed-
GENERAL GOVERNMENT					
0111	MAYOR AND COUNCIL	125,890	118,969	131,847	108,872
0114	CHARTER/PLAN/HORSE COMMISSIONS	4,141	3,642	5,483	4,483
0130	ADMINISTRATION	861,767	812,003	834,618	858,631
0141	ELECTIONS	59,959	22,103	72,729	19,845
0153	FINANCE	350,532	367,590	379,624	393,205
0155	ASSESSING	140,246	143,667	147,000	150,500
0161	LEGAL	121,965	152,821	131,300	133,600
0191	PLANNING & ZONING	583,331	680,965	723,848	747,219
0192	DATA PROCESSING	505,957	623,164	571,552	604,570
0194	GENERAL GOVERNMENT BUILDINGS	483,815	494,094	545,378	554,662
0195	NEWSLETTER	54,043	48,885	57,177	54,359
GENERAL GOVERNMENT Total		**3,291,647**	**3,467,904**	**3,600,556**	**3,629,946**
PUBLIC SAFETY					
0211	POLICE PROTECTION	3,502,113	3,794,498	4,118,778	4,441,253
0220	FIRE PROTECTION	999,255	1,024,125	1,331,268	1,299,675
0240	PROTECTIVE INSPECTIONS	450,223	600,831	468,390	460,744
0250	CIVIL DEFENSE	11,627	15,164	12,325	13,350
0260	TRAFFIC ENGINEERING	124,516	59,904	125,786	117,193
0270	ANIMAL CONTROL	4,381	4,336	4,750	4,750
0280	COMMUNITY ORIENTING POLICING	10,990	12,888	13,775	13,775
PUBLIC SAFETY Total		**5,103,105**	**5,511,745**	**6,075,072**	**6,350,740**
PUBLIC WORKS					
0301	ENGINEERING	229,140	379,804	420,950	433,803
0311	STREET MAINTENANCE	1,474,670	1,306,948	1,436,508	1,992,847
0312	SNOW & ICE REMOVAL	301,233	360,301	319,283	314,349
PUBLIC WORKS Total		**2,005,042**	**2,047,054**	**2,176,741**	**2,740,999**
PARKS AND RECREATION					
0452	PARK & RECREATION	1,292,547	1,283,410	1,329,847	1,481,290
0455	COMMUNITY PROGRAMS	10,000	20,000	-	-
0461	ENVIRONMENTAL SERVICES	78,142		-	-
PARKS AND RECREATION Total		**1,380,689**	**1,303,410**	**1,329,847**	**1,481,290**
MISCELLANEOUS/CONTINGENCY					
0892	EXPENDITURE RESERVE	705,685	637,670	121,373	180,373
MISCELLANEOUS/CONTINGENCY Total		**705,685**	**637,670**	**121,373**	**180,373**
TOTAL EXPENDITURES & OTHER FINANCING		**12,486,167**	**12,967,783**	**13,303,589**	**14,383,348**



EXPENDITURE BY OBJECT RECAP ALL SUB-FUNCTIONS		-2018 Actual-	-2019 Actual-	-2020 Adopted-	-2021 Proposed-
PERSONNEL SERVICES					
WAGES AND SALARIES					
6102	F.T. REGULAR-WAGES & SALARIES	5,183,931	5,513,787	5,982,625	6,289,802
6103	FULL TIME-REGULAR-OVERTIME	123,989	146,188	109,000	109,000
6104	PART TIME-WAGES & SALARIES	462,116	496,943	474,410	642,109
6105	TEMPORARY-WAGES & SALARIES	152,872	125,768	281,185	261,674
6106	OVERTIME-TEMPORARY	1,404	926	-	-
6107	OVERTIME-PART TIME	-	1,905	-	-
WAGES AND SALARIES		**5,924,312**	**6,285,516**	**6,847,220**	**7,302,585**
OTHER GROSS EARNINGS					
6108	SEVERANCE PAY	33,314	45,355	-	-
OTHER GROSS EARNINGS		**33,314**	**45,355**	**-**	**-**
EMPLOYER CONTRIBUTIONS					
6121	PERA CONTRIBUTIONS	612,622	678,558	757,531	806,715
6122	FICA/MEDICARE CONTRIBUTIONS	298,253	315,349	357,635	381,207
6123	ICMA RETIREMENT TRUST	2,000	2,000	2,000	2,000
6131	GROUP INSURANCE	598,674	683,256	770,903	832,466
6132	DISABILITY INSURANCE	1,284	1,313	1,300	1,300
6133	WORKERS COMP INSURANCE PREMIUM	179,180	205,620	220,571	240,108
EMPLOYER CONTRIBUTIONS		**1,692,013**	**1,886,097**	**2,109,940**	**2,263,796**
PERSONNEL SERVICES Total		**7,649,639**	**8,216,968**	**8,957,160**	**9,566,381**
SUPPLIES					
OFFICE SUPPLIES					
6203	DUPLICATING SUPPLY & COPY PAPE	3,596	2,174	3,600	4,000
6204	STATIONERY, ENVELOPES & FORMS	4,764	4,725	6,100	6,200
6205	DRAFTING SUPPLIES	-	-	200	200
6206	FILM, MICROFILM, TAPES, DISKS	1,150	1,983	1,300	1,400
6207	TRAINING SUPPLIES	1,951	2,565	2,500	3,400
6208	MISCELLANEOUS OFFICE SUPPLIES	15,744	12,357	16,100	16,150
OFFICE SUPPLIES		**27,205**	**23,804**	**29,800**	**31,350**
OPERATING SUPPLIES					
6221	CLEANING SUPPLIES	1,946	1,503	2,500	3,000
6223	GASOLINE	108,942	105,124	114,300	109,900
6225	DIESEL FUEL	44,225	57,591	46,800	52,000
6227	LUBRICANTS & ADDITIVES	4,011	6,247	5,100	5,100
6229	SHOP MATERIALS	4,008	2,537	7,000	5,200
6231	UNIFORMS & TURN-OUT GEAR	56,745	63,103	75,300	81,500
6233	BATTERIES	1,105	1,071	1,500	2,500
6235	AMMUNITION	7,135	9,386	8,500	8,500
6237	CRIME SCENE KIT MATERIALS	894	669	1,000	1,000
6239	FIRST AID SUPPLIES	17,964	2,560	4,500	6,000
6241	COMMUNITY POLICING SUPPLIES	4,880	7,750	7,000	7,000
6247	HAPPY DAYS SUPPLIES	11,750	12,000	12,000	7,000
6249	MISCELLANEOUS OPERATING SUPPLY	114,828	113,972	132,450	121,250
6246	MARKETING	1,391	1,210	3,000	3,000
OPERATING SUPPLIES		**379,822**	**384,725**	**420,950**	**412,950**
REPAIR AND MAINTENANCE SUPPLIES					
6251	BATTERIES	2,051	812	3,000	3,000
6253	BRAKES	2,281	2,342	3,000	3,000
6255	TIRES	6,427	7,271	7,500	7,500
6257	OTHER VEHICLE PARTS	99,426	98,407	104,000	106,000
6259	BUILDING MAINT/REPAIR SUPPLIES	3,852	14,227	8,500	21,000
6261	SAND & GRAVEL	2,355	4,726	4,000	4,000
6263	SALT	72,544	97,334	94,200	78,528
6265	ASPHALT	53,060	107,676	121,000	116,000
6266	SCBA-PARTS	2,292	4,843	5,000	6,000
6267	OTHER STREET MAINTENANCE SUPPL	4,279	7,353	5,700	5,700
6269	LANDSCAPE MATERIALS	28,460	24,972	27,500	29,500

6271	SIGN REPAIR MATERIALS	-	121	3,000	2,000
6275	OTHER EQUIPMENT PARTS	4,362	6,158	5,100	6,100
6268	IRRIGATION SUPPLIES	15,111	9,317	15,000	15,000
REPAIR AND MAINTENANCE SUPPLIES		**296,500**	**385,559**	**406,500**	**403,328**
SMALL TOOLS AND MINOR EQUIPMENT					
6281	SMALL TOOLS & MINOR EQUIPMENT	85,622	118,464	147,050	133,400
SMALL TOOLS AND MINOR EQUIPMENT		**85,622**	**118,464**	**147,050**	**133,400**
MERCHANDISE FOR RESALE					
6291	CULVERTS, SIGNS, STREET SUPPLY	-	505	200	200
MERCHANDISE FOR RESALE		**-**	**505**	**200**	**200**
SUPPLIES Total		**789,149**	**913,056**	**1,004,500**	**981,228**
OTHER SERVICES & CHARGES					
PROFESSIONAL SERVICES					
6302	AUDITING & ACCOUNTING SERVICES	34,235	36,580	37,600	43,000
6304	LEGAL FEES	120,873	151,343	130,000	132,000
6305	MEDICAL/PSYCHOLOGICAL FEES	9,391	6,425	-	-
6306	PERSONNEL TESTING & RECRUITMT	1,598	800	12,000	6,000
6315	MISCELLANEOUS PROFESSIONAL SER	435,732	422,044	372,000	204,568
PROFESSIONAL SERVICES		**601,829**	**617,192**	**551,600**	**385,568**
COMMUNICATION					
6321	TELEPHONE	18,190	17,842	19,400	19,600
6322	POSTAGE	18,564	17,517	24,050	20,850
6323	CELLULAR PHONES	34,945	33,701	39,700	44,250
6325	LONG DISTANCE CHARGES	-	-	-	-
COMMUNICATION		**71,699**	**69,060**	**83,150**	**84,700**
EMPLOYEE REIMBURSEMENTS					
6331	TRAVEL & LODGING	8,416	11,972	16,300	15,950
6334	MILEAGE REIMBURSEMENT	296	639	1,450	1,450
6335	TRAINING	76,598	91,174	97,200	103,100
EMPLOYEE REIMBURSEMENTS		**85,310**	**103,785**	**114,950**	**120,500**
ADVERTISING AND PUBLISHING					
6352	GENERAL NOTICE & PUBLIC INFOR	40,224	34,969	41,600	38,600
6353	ORDINANCE PUBLICATION	941	876	2,000	2,000
6354	HELP WANTED ADVERTISEMENTS	3,850	2,305	3,500	3,500
ADVERTISING AND PUBLISHING		**45,015**	**38,150**	**47,100**	**44,100**
INSURANCE					
6361	GENERAL LIABILITY/PROPERTY INS	127,215	145,692	145,635	154,910
INSURANCE		**127,215**	**145,692**	**145,635**	**154,910**
UTILITIES					
6371	ELECTRIC UTILITIES	161,824	153,221	168,700	167,200
6372	WATER/IRRIGATION	19,775	15,205	22,000	21,150
6373	GAS	44,072	45,139	44,000	47,000
6374	REFUSE/RECYCLING	12,728	12,945	12,300	13,100
UTILITIES		**238,398**	**226,511**	**247,000**	**248,450**
REPAIRS AND MAINTENANCE - LABOR					
6381	BUILDING & STRUCTURE REPAIR	33,741	19,827	39,000	44,100
6382	MACHINERY & EQUIPMENT REPAIR	49,712	42,527	51,500	51,500
6383	OFFICE EQUIPMENT REPAIR	-	-	-	-
6386	BRAKE REPAIR	-	-	-	-
6387	TIRE MOUNTING & BALANCING	278	160	800	400
6388	OTHER VEHICLE REPAIR	71,178	102,635	67,500	69,500
6389	TOWING SERVICES	3,224	1,623	3,500	3,500
REPAIRS AND MAINTENANCE - LABOR		**158,134**	**166,772**	**162,300**	**169,000**
REPAIRS AND MAINTENANCE - CONTRACTS					
6404	MACHINERY & EQUIPMENT	1,221	1,332	1,500	1,300
6405	OFFICE & DATA PROCESSING EQUIP	336,747	344,102	376,387	391,134
REPAIRS AND MAINTENANCE - CONTRACTS		**337,968**	**345,433**	**377,887**	**392,434**
RENTALS					
6413	OFFICE EQUIPMENT RENTAL	5,966	4,837	6,000	6,000
6415	OTHER EQUIPMENT RENTAL	93,483	119,147	107,125	109,425
6416	MACHINERY RENTAL	-	275	300	300

6417	UNIFORM RENTAL	1,530	1,948	2,200	1,800
RENTALS		**100,979**	**126,208**	**115,625**	**117,525**
DUES, SUBSCRIPTIONS, AND REGISTRATION FEES					
6451	MEMBERSHIP DUES	57,608	58,318	53,359	49,579
6452	SUBSCRIPTIONS	799	2,238	2,500	3,000
DUES, SUBSCRIPTIONS, AND REGISTRATION FEES		**58,407**	**60,556**	**55,859**	**52,579**
BOOKS AND PAMPHLETS					
6471	BOOKS & PAMPHLETS	3,055	862	4,450	3,400
BOOKS AND PAMPHLETS		**3,055**	**862**	**4,450**	**3,400**
CONTRACTED SERVICES					
6488	STREET MAINTENANCE CONTRACT	467,265	237,483	500,000	500,000
6489	OTHER CONTRACTED SERVICES	345,273	373,918	359,000	366,000
CONTRACTED SERVICES		**812,538**	**611,401**	**859,000**	**866,000**
OTHER SERVICES & CHARGES Total		**2,640,548**	**2,511,623**	**2,764,556**	**2,639,166**
CAPITAL OUTLAY					
CAPITAL OUTLAY					
6520	BUILDINGS	-	-	-	-
6540	HEAVY MACHINERY	220,423	185,980	33,000	275,500
6550	MOTOR VEHICLES	98,487	145,289	395,000	399,000
6580	OTHER EQUIPMENT	247,045	136,289	43,000	397,700
6585	COMPUTER HARDWARE/SOFTWARE	-	81,526	-	18,000
CAPITAL OUTLAY		**565,955**	**549,084**	**471,000**	**1,090,200**
CAPITAL OUTLAY Total		**565,955**	**549,084**	**471,000**	**1,090,200**
TRANSFERS OUT					
OPERATING TRANSFERS					
6820	OPERATING TRANSFERS TO OTHER F	643,832	575,817	106,373	106,373
OPERATING TRANSFERS		**643,832**	**575,817**	**106,373**	**106,373**
TRANSFERS OUT Total		**643,832**	**575,817**	**106,373**	**106,373**
DEBT SERVICE					
DEBT SERVICE					
6603	OTHER L.T. OBLIGATION PRINCIPA	61,853	61,853	-	-
DEBT SERVICE		**61,853**	**61,853**	**-**	**-**
DEBT SERVICE Total		**61,853**	**61,853**	**-**	**-**
TOTAL EXPENDITURES & OTHER FINANCING		**12,350,976**	**12,828,401**	**13,303,589**	**14,383,348**

FUND: GENERAL

Business Unit	2020 Adopted Budget	2021 Proposed Budget
REVENUE		
9101 - GENERAL FUND REVENUE	13,303,589	14,383,348
TOTAL REVENUE	**13,303,589**	**14,383,348**

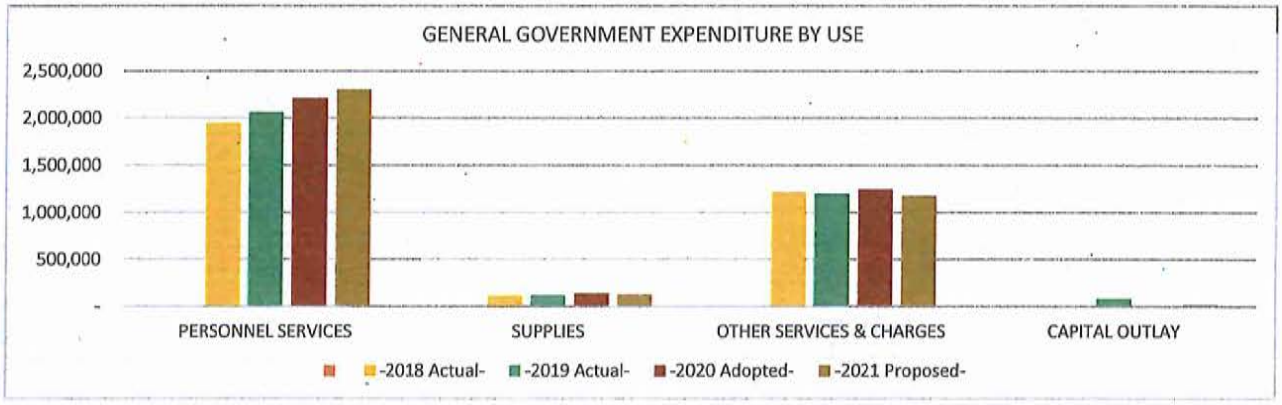
EXPENDITURES		
111 - MAYOR AND COUNCIL	131,847	108,872
114 - COMMISSIONS	5,483	4,483
130 - ADMINISTRATION	834,618	858,631
141 - ELECTIONS	72,729	19,845
153 - FINANCE	379,624	393,205
155 - ASSESSING	147,000	150,500
161 - LEGAL SERVICES	131,300	133,600
191 - PLANNING AND ZONING	723,848	747,219
192 - DATA PROCESSING	571,552	604,570
194 - GENERAL GOVERNMENT BUILDINGS	545,378	554,662
195 - NEWSLETTER	57,177	54,359
211 - POLICE PROTECTION	4,118,778	4,441,253
220 - FIRE PROTECTION	1,331,268	1,299,675
240 - BUILDING INSPECTION	468,390	460,744
250 - CIVIL DEFENSE	12,325	13,350
260 - TRAFFIC ENGINEERING	125,786	117,193
270 - ANIMAL CONTROL	4,750	4,750
280 - COMMUNITY ORIENTING POLICING	13,775	13,775
301 - ENGINEERING	420,950	433,803
311 - STREET MAINTENANCE	1,436,508	1,992,847
312 - SNOW AND ICE REMOVAL	319,283	314,349
452 - PARK AND RECREATION	1,329,847	1,481,290
455 - COMMUNITY PROGRAMS	-	-
461 - ENVIRONMENTAL SERVICES	-	-
892 - MISCELLANEOUS/CONTINGENCY	121,373	180,373
TOTAL EXPENDITURES	**13,303,589**	**14,383,348**

Excess (deficiency) of revenue over expenditures - -

GENERAL FUND 101 - GENERAL GOVERNMENT

GENERAL GOVERNMENT	111-195

EXPENDITURE BY OBJECT SUMMARY	-2018 Actual-	-2019 Actual-	-2020 Adopted-	-2021 Proposed-
PERSONNEL SERVICES	1,952,471	2,064,540	2,212,322	2,304,417
SUPPLIES	115,396	120,179	139,100	127,550
OTHER SERVICES & CHARGES	1,212,768	1,201,658	1,249,134	1,179,979
CAPITAL OUTLAY	-	81,526	-	18,000
TOTAL EXPENDITURE BY OBJECT	**3,280,635**	**3,467,904**	**3,600,556**	**3,629,946**



LINE ITEM DETAIL BY COST CENTER OR SUB-FUNCTION

GENERAL GOVERNMENT				111-195

EXPENDITURE BY OBJECT RECAP ALL SUB-FUNCTIONS	-2018 Actual-	-2019 Actual-	-2020 Adopted-	-2021 Proposed-
PERSONNEL SERVICES				
WAGES AND SALARIES				
6102 F.T. REGULAR-WAGES & SALARIES	1,362,167	1,432,355	1,498,374	1,595,870
6103 FULL TIME-REGULAR-OVERTIME	5,289	2,645	-	-
6104 PART TIME-WAGES & SALARIES	110,163	154,597	128,522	158,917
6105 TEMPORARY-WAGES & SALARIES	55,266	31,496	116,123	43,120
6107 OVERTIME-PART TIME	-	1,905	-	-
TOTAL WAGES AND SALARIES	**1,532,885**	**1,622,998**	**1,743,019**	**1,797,907**
OTHER GROSS EARNINGS				
6108 SEVERANCE PAY	22,741	14,464	-	-
TOTAL OTHER GROSS EARNINGS	**22,741**	**14,464**	**-**	**-**
EMPLOYER CONTRIBUTIONS				
6121 PERA CONTRIBUTIONS	105,289	112,726	121,660	129,441
6122 FICA/MEDICARE CONTRIBUTIONS	110,784	117,515	139,255	145,102
6123 ICMA RETIREMENT TRUST	2,000	2,000	2,000	2,000
6131 GROUP INSURANCE	165,274	178,168	186,136	210,337
6133 WORKERS COMP INSURANCE PREMIUM	13,499	16,670	20,252	19,630
TOTAL EMPLOYER CONTRIBUTIONS	**396,845**	**427,079**	**469,303**	**506,510**
Total PERSONNEL SERVICES	**1,952,471**	**2,064,540**	**2,212,322**	**2,304,417**
SUPPLIES				
OFFICE SUPPLIES				
6203 DUPLICATING SUPPLY & COPY PAPE	3,596	2,174	3,600	4,000
6204 STATIONERY, ENVELOPES & FORMS	2,870	1,472	3,100	3,100
6206 FILM, MICROFILM, TAPES, DISKS	-	-	-	-
6208 MISCELLANEOUS OFFICE SUPPLIES	10,084	4,052	8,250	7,700
TOTAL OFFICE SUPPLIES	**16,550**	**7,698**	**14,950**	**14,800**
OPERATING SUPPLIES				
6221 CLEANING SUPPLIES	1,946	1,503	2,500	3,000
6223 GASOLINE	3,111	2,466	3,000	3,000
6225 DIESEL FUEL	978	793	2,000	1,000
6231 UNIFORMS & TURN-OUT GEAR	2,278	1,605	1,850	1,850
6247 HAPPY DAYS SUPPLIES	11,750	12,000	12,000	7,000
6249 MISCELLANEOUS OPERATING SUPPLY	42,942	32,969	46,300	38,300
6246 MARKETING	1,391	1,210	3,000	3,000
TOTAL OPERATING SUPPLIES	**64,396**	**52,547**	**70,650**	**57,150**
REPAIR AND MAINTENANCE SUPPLIES				
6257 OTHER VEHICLE PARTS	1,168	4,101	1,500	1,500
6259 BUILDING MAINT/REPAIR SUPPLIES	3,067	4,001	5,000	6,000
TOTAL REPAIR AND MAINTENANCE SUPPLIES	**4,236**	**8,103**	**6,500**	**7,500**
SMALL TOOLS AND MINOR EQUIPMENT				
6281 SMALL TOOLS & MINOR EQUIPMENT	30,214	51,832	47,000	48,100
TOTAL SMALL TOOLS AND MINOR EQUIPMENT	**30,214**	**51,832**	**47,000**	**48,100**
Total SUPPLIES	**115,396**	**120,179**	**139,100**	**127,550**
OTHER SERVICES & CHARGES				
PROFESSIONAL SERVICES				
6302 AUDITING & ACCOUNTING SERVICES	30,485	32,680	34,000	39,000
6304 LEGAL FEES	120,873	151,343	130,000	132,000
6305 MEDICAL/PSYCHOLOGICAL FEES	9,391	6,425	-	-
6306 PERSONNEL TESTING & RECRUITMT	1,598	800	12,000	6,000
6315 MISCELLANEOUS PROFESSIONAL SER	198,252	148,577	145,000	54,735
TOTAL PROFESSIONAL SERVICES	**360,599**	**339,824**	**321,000**	**231,735**
COMMUNICATION				
6321 TELEPHONE	10,829	10,261	11,600	11,550
6322 POSTAGE	15,031	13,119	17,800	16,600
6323 CELLULAR PHONES	6,878	5,136	7,300	7,300
6325 LONG DISTANCE CHARGES	-	-	-	-
TOTAL COMMUNICATION	**32,738**	**28,515**	**36,700**	**35,450**

EMPLOYEE REIMBURSEMENTS					
6331	TRAVEL & LODGING	2,700	7,938	8,000	8,000
6334	MILEAGE REIMBURSEMENT	2	111	700	700
6335	TRAINING	12,514	19,771	22,900	21,500
TOTAL EMPLOYEE REIMBURSEMENTS		**15,215**	**27,820**	**31,600**	**30,200**
ADVERTISING AND PUBLISHING					
6352	GENERAL NOTICE & PUBLIC INFOR	40,224	34,969	41,600	38,600
6353	ORDINANCE PUBLICATION	941	876	2,000	2,000
6354	HELP WANTED ADVERTISEMENTS	3,850	2,305	3,500	3,500
TOTAL ADVERTISING AND PUBLISHING		**45,015**	**38,150**	**47,100**	**44,100**
INSURANCE					
6361	GENERAL LIABILITY/PROPERTY INS	29,491	33,983	33,610	35,860
TOTAL INSURANCE		**29,491**	**33,983**	**33,610**	**35,860**
UTILITIES					
6371	ELECTRIC UTILITIES	98,140	90,508	102,000	100,000
6372	WATER/IRRIGATION	3,044	2,057	4,000	4,000
6373	GAS	28,789	29,313	28,000	30,000
6374	REFUSE/RECYCLING	3,882	4,790	4,500	5,000
TOTAL UTILITIES		**133,854**	**126,668**	**138,500**	**139,000**
REPAIRS AND MAINTENANCE - LABOR					
6381	BUILDING & STRUCTURE REPAIR	12,463	7,641	15,000	20,000
6382	MACHINERY & EQUIPMENT REPAIR	12,587	11,461	15,000	20,000
6388	OTHER VEHICLE REPAIR	1,771	1,845	2,000	1,500
TOTAL REPAIRS AND MAINTENANCE - LABOR		**26,821**	**20,947**	**32,000**	**41,500**
REPAIRS AND MAINTENANCE - CONTRACTS					
6405	OFFICE & DATA PROCESSING EQUIP	295,378	302,488	324,415	337,000
TOTAL REPAIRS AND MAINTENANCE - CONTRACTS		**295,378**	**302,488**	**324,415**	**337,000**
RENTALS					
6415	OTHER EQUIPMENT RENTAL	-	-	-	-
TOTAL RENTALS		**-**	**-**	**-**	**-**
DUES, SUBSCRIPTIONS, AND REGISTRATION FEES					
6451	MEMBERSHIP DUES	49,518	51,387	42,209	39,634
6452	SUBSCRIPTIONS	799	1,551	1,500	1,500
TOTAL DUES, SUBSCRIPTIONS, AND REGISTRATION FEES		**50,317**	**52,938**	**43,709**	**41,134**
BOOKS AND PAMPHLETS					
6471	BOOKS & PAMPHLETS	-	155	-	-
TOTAL BOOKS AND PAMPHLETS		**-**	**155**	**-**	**-**
CONTRACTED SERVICES					
6489	OTHER CONTRACTED SERVICES	223,340	230,169	240,500	244,000
TOTAL CONTRACTED SERVICES		**223,340**	**230,169**	**240,500**	**244,000**
Total OTHER SERVICES & CHARGES		**1,212,768**	**1,201,658**	**1,249,134**	**1,179,979**
CAPITAL OUTLAY					
CAPITAL OUTLAY					
6520	BUILDINGS	-	-	-	-
6550	MOTOR VEHICLES	-	-	-	-
6580	OTHER EQUIPMENT	-	-	-	-
6585	COMPUTER HARDWARE/SOFTWARE	-	81,526	-	18,000
TOTAL CAPITAL OUTLAY		**-**	**81,526**	**-**	**18,000**
Total CAPITAL OUTLAY		**-**	**81,526**	**-**	**18,000**
TOTAL EXPENDITURES & OTHER FINANCING		**3,280,635**	**3,467,904**	**3,600,556**	**3,629,946**

FUND GENERAL

DEPARTMENT: MAYOR AND COUNCIL
FUNCTION: GENERAL GOVERNMENT

BUDGET SUMMARY:

Business Unit	Object Account	Description	2018 Actual	2019 Actual	2020 Adopted Budget	2021 Requested Budget
0111	6104	PART TIME-WAGES & SALARIES	31,412	36,932	44,000	44,000
0111	6121	PERA CONTRIBUTIONS	600	775	900	900
0111	6122	FICA/MEDICARE CONTRIBUTIONS	2,403	2,838	3,366	3,366
0111	6131	GROUP INSURANCE	3,171	3,648		
0111	6133	WORKERS COMP INSURANCE PREMIUM	98	130	242	242
0111	6247	HAPPY DAYS	11,750	12,000	12,000	7,000
0111	6249	MISCELLANEOUS OPERATING SUPPLY	12,698	11,485	13,000	13,000
0111	6315	MISCELLANEOUS PROFESSIONAL SER	16,740	-	17,000	
0111	6322	POSTAGE	-		-	-
0111	6331	TRAVEL & LODGING	1,331	2,268	3,000	3,000
0111	6335	TRAINING	56	753	1,500	2,500
0111	6361	GENERAL LIABILITY/PROPERTY INS	1,148	1,177	1,300	1,300
0111	6451	MEMBERSHIP DUES	44,482	46,963	35,539	33,564
Total Expenditure			**125,890**	**118,969**	**131,847**	**108,872**

PERSONNEL COMPLEMENT

Mayor	1.00	1.00	1.00	1.00
Council	6.00	6.00	6.00	6.00
Mayor and Council Total	7.00	7.00	7.00	7.00

6249 Miscellaneous Operating Supplies

Mayor's Prayer Breakfast	400	400	400	400
Meals for Council Work sessions	3,491	2,861	4,000	4,000
Anoka Area Chamber of Commerce	600	-	600	600
Holiday Party	2,439	3,153	2,750	2,750
Tree Lighting	750	1,400	750	750
Gala/Fundraising Events	2,000	1,340	2,000	2,000
Miscellaneous	3,018	2,331	2,500	2,500
	12,698	11,485	13,000	13,000

6315 Miscellaneous Professional Services

Citizen Survey	16,740		17,000	
	16,740	-	17,000	-

6451 Dues

Anoka County Mediation Services	**2,883**	**2,882**	-	-
Mississippi River Cities & Towns Initiatives (MRCTI)	**3,000**	-	-	-
North Metro Mayors Association	**12,008**	**12,008**	**12,200**	**12,200**
North Metro Chamber (EDA)	**370**	**660**	-	-
Missippi/Champlin Streamgage Agreement			**334**	**334**
Anoka Area Chamber of Commerce (EDA)	**410**	**410**	-	-
Association of Metro Municipalities	**4,155**	**8,429**	-	-
League of Minnesota Cities	**19,765**	**20,627**	**21,000**	**21,000**
MN Mayors Assoc	**30**	**30**	**30**	**30**
Metro Cities			-	-
National League of Cities	**1,861**	**1,917**	**1,975**	-
	44,482	46,963	35,539	33,564

DESCRIPTION OF SERVICES:
The Mayor and Council budget provides for legislative and policy making activities of the city on behalf of the citizens of Ramsey. They provide for the planning and control of all financial activities including approving the tax levy, rates and charges, and approval of expenditures.

BUDGET HIGHLIGHTS
• No major changes
•

GOALS OF CURRENT YEAR BUDGET:
• Establish and implement a Strategic Action Plan
• Establish legislative priorities for the City
• Maintain a stable tax levy rate
• Advocate for Highway 10 Improvements at the State and Federal Level

Performance Measurements:				
	2018 Actual	2019 Estimate	2020 Projected	2021 Projected
Tax Levy Rate	41.73%	40.35%	42.40%	TBD

FUND GENERAL

DEPARTMENT: COMMISSIONS
FUNCTION: GENERAL GOVERNMENT

Business Unit	Object Account	Description	2018 Actual	2019 Actual	2020 Adopted Budget	2021 Requested Budget
0114	6105	TEMPORARY-WAGES & SALARIES	3,785	3,335	5,000	4,000
0114	6122	FICA/MEDICARE CONTRIBUTIONS	300	255	383	383
0114	6133	WORKERS COMP INSURANCE PREMIUM	18	16	40	40
0114	6322	POSTAGE	-		-	-
0114	6361	GENERAL LIABILITY/PROPERTY INS	38	36	60	60
Total Expenditure			**4,141**	**3,642**	**5,483**	**4,483**

PERSONNEL COMPLEMENT					
Charter Commission Members		9.00	9.00	9.00	9.00
Planning Commission Members		7.00	7.00	7.00	7.00
	Commission Total	16.00	16.00	16.00	16.00

DESCRIPTION OF SERVICES:

The Commissions budget provides council-appointed committee members tasked to review and provide feedback on city plans, intiatives, and policies. Commissions include: Charter Commission, Economic Development Authority Commission, Environmental Policy Board Commission, Parks and Recreation Commission, and Planning Commission.

BUDGET HIGHLIGHTS

- No Major Changes

GOALS OF CURRENT YEAR BUDGET:

- Assist the City Council in the implementation of the City's 3-Year Strategic Action Plan
- Implement individual commissions' work plans and missions
- Implement and manage individual commissions' budgets

Performance Measurements:

	2018 Actual	2019 Actual	2020 Projected	2021 Projected
# of Meetings: Charter Commission	1	2	1	2
# of Meetings: Economic Development Authority Commission	12	10	12	12
# of Meetings: Environmental Policy Board Commission	10	10	10	11
# of Meetings: Parks and Recreation Commission	9	11	11	10
# of Meetings: Planning Commission	16	13	15	17
# of Meetings: City Council Regular Session	23	23	23	23
# of Meetings: City Council Work Session	26	31	26	25
# of Meetings: Public Works Committee	10	9	10	8

FUND GENERAL

DEPARTMENT: ADMINISTRATION
FUNCTION: GENERAL GOVERNMENT

Business Unit	Object Account	Description	2018 Actual	2019 Actual	2020 Adopted Budget	2021 Requested Budget
0130	6102	F.T. REGULAR-WAGES & SALARIES	512,646	497,636	525,235	541,682
0130	6103	FULL TIME-REGULAR-OVERTIME	1,116	261		
0130	6104	PART TIME-WAGES & SALARIES	30,124	36,677	-	
0130	6105	TEMPORARY-WAGES & SALARIES	8,653	9,685	14,560	14,560
0130	6108	SEVERANCE PAY	22,741	14,464		
0130	6121	PERA CONTRIBUTIONS	37,440	36,244	40,485	41,796
0130	6122	FICA/MEDICARE CONTRIBUTIONS	40,475	38,717	44,761	46,814
0130	6123	ICMA RETIREMENT TRUST	2,000	2,000	2,000	2,000
0130	6131	GROUP INSURANCE	62,195	58,925	67,989	78,251
0130	6133	WORKERS COMP INSURANCE PREMIUM	3,144	3,007	4,318	4,458
0130	6203	DUPLICATING SUPPLY & COPY PAPE	3,596	2,174	3,600	4,000
0130	6204	STATIONERY, ENVELOPES & FORMS	2,240	1,039	2,300	2,300
0130	6208	MISCELLANEOUS OFFICE SUPPLIES	8,934	3,046	6,000	6,000
0130	6246	MARKETING	1,391	1,210	3,000	3,000
0130	6249	MISCELLANEOUS OPERATING SUPPLY	6,115	4,305	6,000	6,500
0130	6305	MEDICAL/PSYCHOLOGICAL FEES	9,391	6,425	-	-
0130	6306	PERSONNEL TESTING	1,598	800	12,000	6,000
0130	6315	MISCELLANEOUS PROFESSIONAL SER	66,292	44,262	48,000	50,000
0130	6321	TELEPHONE	1,518	1,006	1,600	1,600
0130	6322	POSTAGE	391	356	1,000	1,000
0130	6323	CELLULAR PHONES	2,566	1,397	2,500	2,500
0130	6331	TRAVEL & LODGING	975	4,409	3,500	3,500
0130	6334	MILEAGE REIMBURSEMENT	-	111	200	200
0130	6335	TRAINING	9,877	14,233	15,000	12,500
0130	6352	GENERAL NOTICE & PUBLIC INFOR	495	285	1,000	1,000
0130	6353	ORDINANCE PUBLICATION	941	876	2,000	2,000
0130	6354	HELP WANTED ADVERTISEMENTS	3,850	2,305	3,500	3,500
0130	6361	GENERAL LIABILITY/PROPERTY INS	7,876	8,008	9,000	9,000
0130	6405	OFFICE & DATA PROCESSING EQUIP	9,792	14,129	11,000	11,000
0130	6451	MEMBERSHIP DUES	3,053	3,247	3,570	2,970
0130	6452	SUBSCRIPTIONS	343	764	500	500
0130	6489	OTHER CONTRACTED SERVICES	-	-	-	
Total Expenditure			**861,767**	**812,003**	**834,618**	**858,631**

PERSONNEL COMPLEMENT				
City Administrator	1.00	1.00	1.00	1.00
Assistant City Administrator/Econ Dev Dir	1.00	-	-	-
Human Resources Manager	1.00	-	-	-
Director of Administrative Services	-	1.00	1.00	1.00
City Clerk	0.50	0.50	-	-
Deputy City Clerk	-	-	-	1.00
HR Generalist	-	-	1.00	1.00
Administrative Clerks	1.00	1.00	1.00	1.00
Mgmt Intern	0.50	0.50	0.50	0.50
Administrative Assistant	1.50	1.73	1.00	-
Public Information & Events Specialist	1.00	1.00	1.00	1.00
Receptionist	1.00	1.00	1.00	1.00
Administration Total	8.50	7.73	7.50	7.50

6249 Miscellaneous Operating Supplies				
Employee Recognition	2,810	1,813	2,900	2,900
Expenses for staff workshops and other misc. operating supplies.	3,305	2,492	3,100	3,600
	6,115	4,305	6,000	6,500

6315 Miscellaneous Professional Services				
Insurance Agent of Record Annual Fee	6,400	7,000	7,000	7,000
Excess Liability Insurance Coverage -$1M for total of $3M	22,848	-		
Flex Spending(admin & deposit)	4,248	4,248	4,500	4,800
Employee Assistance Program	1,300	1,300	1,300	1,300
City Code Codification	3,609	1,677	3,500	3,000
Miscellaneous department charges	4,324	5,417	6,800	7,900
Recruiting Software	3,000	3,000	3,000	3,500
Health admin/enrollment	2,900	2,900	2,900	3,500
Minute Taking	17,663	18,720	19,000	19,000
	66,292	44,262	48,000	50,000

6451 Dues				
IPMA - National		150	150	150
ICMA	1,152	1,200	1,200	1,200
MCCMA	168	168	375	375
MAMA	45	45	45	45
Miscellaneous	1,088	1,084	1,200	1,200
HR organizations-misc				
Rotary	600	600	600	-
	3,053	3,247	3,570	2,970

DESCRIPTION OF SERVICES:

The Administration Department is generally responsible for the execution of city policy/ strategic plan as adopted by the City Council, prepares and maintains official records, provides for the licensing of local businesses and activities as required by state law or city ordinance, provides Human Resource services, and generally oversees the coordination of events and communications for the City.

BUDGET HIGHLIGHTS

- Administrative Clerk Reclassified to Deputy City Clerk - $1,765
-
-
-

GOALS OF CURRENT YEAR BUDGET:

- Oversee implementation of the Council Strategic Action Plan and Legislative Priorities
- Optimize use of non-city funding through joint projects, grants, and partnerships
- Actively participate in effort to secure funding for U.S. Highway 10

Performance Measurements:

	2018 Projected	2019 Projected	2020 Projected	2021 Projected
Strategic action plan items completed (all departments)	25 of 35	25 of 35	___ of 13	

FUND GENERAL

DEPARTMENT: ELECTIONS
FUNCTION: GENERAL GOVERNMENT

Business Unit	Object Account	Description	2018 Actual	2019 Actual	2020 Adopted Budget	2021 Requested Budget
0141	6102	F.T. REGULAR-WAGES & SALARIES	7,550	1,716		
0141	6103	FULL TIME-REGULAR-OVERTIME	2,189	1,309		
0141	6104	PART TIME-WAGES & SALARIES	1,615	392		
0141	6105	TEMPORARY-WAGES & SALARIES	34,516	9,264	53,600	10,000
0141	6121	PERA CONTRIBUTIONS	730	256		
0141	6122	FICA/MEDICARE CONTRIBUTIONS	843	246	4,100	765
0141	6133	WORKERS COMP INSURANCE PREMIUM	213	57	429	80
0141	6208	MISCELLANEOUS OFFICE SUPPLIES	176	-	-	-
0141	6249	MISCELLANEOUS OPERATING SUPPLY	5,371	1,184	6,500	-
0141	6281	SMALL TOOLS & MINOR EQUIPMENT	5,949	7,425	7,000	8,100
0141	6322	POSTAGE	60	36	100	100
0141	6361	GENERAL LIABILITY/PROPERTY INS	547	219	700	500
0141	6451	MEMBERSHIP DUES	200	-	300	300
0141	6580	OTHER EQUIPMENT	-	-		
Total Expenditure			**59,959**	**22,103**	**72,729**	**19,845**

DESCRIPTION OF SERVICES:

The Elections budget provides funds needed to conduct the national, state, and local elections in accordance with statutory requirements.

BUDGET HIGHLIGHTS

- Special Election in February
-

Performance Measurements:

	2014	2016	2018	2020
Number of Votes	9097	16927	11764	
Number of Voters registered Election Day	15130	17280	15890	
Percent (votes/registered)	60.13%	97.96%	74.03%	#DIV/0!
Number of Wards	4	4	4	4
Number of Precincts	8	8	8	8

FUND GENERAL

DEPARTMENT: FINANCE
FUNCTION: GENERAL GOVERNMENT

Business Unit	Object Account	Description	2018 Actual	2019 Actual	2020 Adopted Budget	2021 Requested Budget
0153	6102	F.T. REGULAR-WAGES & SALARIES	246,595	256,779	261,490	265,726
0153	6108	SEVERANCE PAY	-	-		
0153	6121	PERA CONTRIBUTIONS	18,175	18,954	19,612	19,929
0153	6122	FICA/MEDICARE CONTRIBUTIONS	17,834	18,222	21,169	21,540
0153	6131	GROUP INSURANCE	26,524	28,896	27,900	29,024
0153	6133	WORKERS COMP INSURANCE PREMIUM	660	1,395	2,053	2,086
0153	6204	STATIONERY, ENVELOPES & FORMS	630	433	800	800
0153	6208	MISCELLANEOUS OFFICE SUPPLIES	112	390	300	400
0153	6302	AUDITING & ACCOUNTING SERVICES	30,485	32,680	34,000	39,000
0153	6321	TELEPHONE	343	447	500	500
0153	6322	POSTAGE	1,910	1,689	2,200	2,000
0153	6335	TRAINING	-	225	1,000	3,500
0153	6352	GENERAL NOTICE & PUBLIC INFOR	527	263	600	600
0153	6361	GENERAL LIABILITY/PROPERTY INS	3,200	3,637	3,700	3,800
0153	6451	MEMBERSHIP DUES	659	544	800	800
0153	6489	OTHER CONTRACTED SERVICES	2,877	3,035	3,500	3,500
Total Expenditure			**350,532**	**367,590**	**379,624**	**393,205**

PERSONNEL COMPLEMENT					
Finance Director		1.00	1.00	1.00	1.00
Asst. Finance Director		1.00	1.00	1.00	1.00
Accountant I		1.00	-	-	-
Accountant II		-	1.00	1.00	1.00
Accounting Clerk		1.00	-	-	-
Sr. Accounting Clerk		-	1.00	1.00	1.00
	Finance Total	4.00	4.00	4.00	4.00

DESCRIPTION OF SERVICES:

The Finance Department is responsible for financial reporting and budgeting, assessments, cash receipts, accounts receivable, accounts payable, payroll processing, debt service management and investment of all city funds.

BUDGET HIGHLIGHTS

- No Major Changes

GOALS OF CURRENT YEAR BUDGET:

- Continued long-term financial planning (5-Year Budget & i0-Year CIP)
- Continued CAFR award recognition
- Ensure compliance with state and federal laws

Performance Measurements:

	2018 Actual	2019 Actual	2020 Projected	2021 Projected
Average Rate of Return	1.53%	2.18%	2.00%	2.00%
Bond Rating	AA+	AA+	AA+	AA+

FUND GENERAL

DEPARTMENT: ASSESSING
FUNCTION: GENERAL GOVERNMENT

Business Unit	Object Account	Description	2018 Actual	2019 Actual	2020 Adopted Budget	2021 Requested Budget
0155	6489	OTHER CONTRACTED SERVICES	140,246	143,667	147,000	150,500
Total Expenditure			**140,246**	**143,667**	**147,000**	**150,500**

DESCRIPTION OF SERVICES:

The Assessing budget provides contractual assessing services provided by Anoka County.

BUDGET HIGHLIGHTS

- No Major Changes

GOALS OF CURRENT YEAR BUDGET:

- Increase number of in-person assessment appraisals to better reflect market values

Performance Measurements:

	2018 Actual	2019 Actual	2020 Projected	2021 Projected
Number of Assessed Parcels - Residential Properties	8,717	8,848	9,000	9,135
Number of Assessed Parcels - Commercial Properties	378	384	384	390

FUND GENERAL

DEPARTMENT: LEGAL
FUNCTION: GENERAL GOVERNMENT

Business Unit	Object Account	Description	2018 Actual	2019 Actual	2020 Adopted Budget	2021 Requested Budget
0161	6304	LEGAL FEES	120,873	151,343	130,000	132,000
0161	6361	GENERAL LIABILITY/PROPERTY INS	1,092	1,479	1,300	1,600
Total Expenditure			**121,965**	**152,821**	**131,300**	**133,600**

DESCRIPTION OF SERVICES:

The Legal budget provides for legal counsel to the City Council and city staff, reviews ordinances, resolutions, contracts and other legal documents. The budget also provides for prosecution services. The City's prosecution services are provided by Eckberg, Lammers Attorneys at Law and other legal services are provided by Ratwik, Roszak & Maloney, P.A.

BUDGET HIGHLIGHTS

- No Major Changes

GOALS OF CURRENT YEAR BUDGET:

- Ensure city compliance with all laws

FUND GENERAL

DEPARTMENT: PLANNING AND ZONING
FUNCTION: GENERAL GOVERNMENT

Business Unit	Object Account	Description	2018 Actual	2019 Actual	2020 Adopted Budget	2021 Requested Budget
0191	6102	F.T. REGULAR-WAGES & SALARIES	342,609	408,399	424,508	496,679
0191	6104	PART-TIME WAGES & SALARIES	8,873	31,332	30,297	64,806
0191	6105	TEMPORARY-WAGES & SALARIES	7,516	9,212	42,963	14,560
0191	6121	PERA CONTRIBUTIONS	25,938	32,796	35,060	41,174
0191	6122	FICA/MEDICARE CONTRIBUTIONS	26,675	33,750	39,362	46,079
0191	6131	GROUP INSURANCE	35,865	42,110	40,976	51,328
0191	6133	WORKERS COMP INSURANCE PREMIUM	2,006	2,415	3,982	3,608
0191	6208	MISCELLANEOUS OFFICE SUPPLIES	803	464	1,500	1,000
0191	6249	MISCELLANEOUS OPERATING SUPPLY	1,091	473	4,000	2,000
0191	6315	MISCELLANEOUS PROFESSIONAL SER	115,220	104,315	80,000	4,735
0191	6321	TELEPHONE	432	559	500	750
0191	6322	POSTAGE	2,598	481	2,500	1,500
0191	6323	CELLULAR PHONES	2,607	2,163	3,000	3,000
0191	6325	LONG DISTANCE CHARGES	-	-		
0191	6331	TRAVEL & LODGING	394	1,261	1,500	1,500
0191	6334	MILEAGE REIMBURSEMENT	2		500	500
0191	6335	TRAINING	2,581	1,852	3,000	3,000
0191	6352	GENERAL NOTICE & PUBLIC INFOR	1,252	1,145	2,000	2,000
0191	6361	GENERAL LIABILITY/PROPERTY INS	5,289	6,663	5,200	6,000
0191	6451	MEMBERSHIP DUES	1,124	633	2,000	2,000
0191	6452	SUBSCRIPTIONS	456	787	1,000	1,000
0191	6471	BOOKS & PAMPHLETS	-	155		
Total Expenditure			**583,331**	**680,965**	**723,848**	**747,219**

PERSONNEL COMPLEMENT					
City Planner		2.00	2.00	2.00	1.00
Senior Planner		-	-	1.00	1.00
Community Development Director		1.00	1.00	-	-
Zoning Code Enforcment Officer		-	-	-	1.00
Deputy City Administrator		-	-	1.00	1.00
Planning Technician		-	-	-	1.00
Economic Development Manager		-	1.00	1.00	1.00
Community Development Assistant		1.00	1.00	0.40	0.40
Planning Intern		0.50	0.50	0.50	0.50
Administrattive Assistant		-	0.73	0.73	0.73
	Planning & Zoning Total	4.50	6.23	6.63	7.63

DESCRIPTION OF SERVICES:

The mission of the Community Development Department is to guide residential and commercial growth through comprehensive planning processes and administer the city's building and zoning codes in a equitable and professional manner to promote and sustain public safety, quality of life, and the health and well being of the whole community.

The Planning Division's function is to prepare and implement the City's Comprehensive Plan (the City's land use guide) and comprises of two (2) major functions: long-range land use planning and zoning administration.

BUDGET HIGHLIGHTS
• FT Zoning Code Enforcement Officer ($75,265) offset with reduction in Professional Services (6315)
•
•

GOALS OF CURRENT YEAR BUDGET:
• All Land Use Applications processed with 60 days.
• Standard plan review completed within 5 business day (previously 10 business days).
• Improve Responsiveness to Code Violation Complaints
• Improve the image of key nodes and corridors and clean up Highway 10.
• Improve the application process for land use applications.

Performance Measurements:

	2018 Estimate	2019 Projected	2020 Projected	2021 Projected
Number of Land Use Applications	30	30	30	
Number of Permits	2,250	2,250	2,250	
Number of Code Enforcement Cases	100	100	100	

FUND GENERAL

DEPARTMENT: DATA PROCESSING
FUNCTION: GENERAL GOVERNMENT

Business Unit	Object Account	Description	2018 Actual	2019 Actual	2020 Adopted Budget	2021 Requested Budget
0192	6102	F.T. REGULAR-WAGES & SALARIES	138,336	149,915	157,777	160,316
0192	6104	PART TIME-WAGES & SALARIES	1,004	-		
0192	6121	PERA CONTRIBUTIONS	10,384	11,173	11,833	12,024
0192	6122	FICA/MEDICARE CONTRIBUTIONS	10,084	11,182	12,070	12,265
0192	6131	GROUP INSURANCE	21,240	20,645	22,745	23,882
0192	6133	WORKERS COMP INSURANCE PREMIUM	812	836	1,262	1,283
0192	6206	FILM, MICROFILM, TAPES, DISKS	-	-	-	-
0192	6208	MISCELLANEOUS OFFICE SUPPLIES	59	153	450	300
0192	6249	MISCELLANEOUS OPERATING SUPPLY	2,353	1,060	800	800
0192	6281	SMALL TOOLS & MINOR EQUIPMENT	22,974	41,290	35,000	35,000
0192	6321	TELEPHONE	8,536	8,249	9,000	8,700
0192	6335	TRAINING	-	2,708	2,400	-
0192	6361	GENERAL LIABILITY/PROPERTY INS	4,590	6,070	4,800	6,000
0192	6374	REFUSE/RECYCLING	-	-		
0192	6405	OFFICE & DATA PROCESSING EQUIP	285,585	288,359	313,415	326,000
0192	6580	OTHER EQUIPMENT	-	-		
0192	6585	COMPUTER HARDWARE/SOFTWARE	-	81,526		18,000
Total Expenditure			**505,957**	**623,164**	**571,552**	**604,570**

PERSONNEL COMPLEMENT				
IT Manager	1.00	1.00	1.00	1.00
IT Tech	0.73	0.73	1.00	1.00
Data Processing Total	1.73	1.73	2.00	2.00

6405 Office Equipment Contracts				
Support	10,000	10,000	12,000	-
Financial Support(General Ledger,P/R, S/A, F/A & System Dev)	93,222	93,222	100,741	108,545
PIMS System Support	35,169	35,169	44,271	46,115
GIS	38,500	38,500	42,753	48,415
Laser Fiche Licensing	7,000	7,000	8,000	8,000
Licensing/maintenance	62,287	65,417	58,783	57,290
Internet (Included in LOGIS Support)	12,344	12,344	15,219	16,660
Server Backup/Hosting LOGIS			26,648	35,975
Printer Support	4,000	5,180	5,000	5,000
Website Annual Fee	23,063	21,527		
	285,585	288,359	313,415	326,000

6585 Computer Hardware / Software				
Server Virtualization	-	81,526	-	-
Police Copiers - File & Patrol Rooms				18,000
	-	81,526	-	18,000

DESCRIPTION OF SERVICES:

The Information Technology Department manages and maintains all voice, network and data systems for the city. They also handle long-term project planning, technology implementations and helpdesk support for city staff.

BUDGET HIGHLIGHTS
• Capital Equipment: Police Copiers in File & Patrol Rooms - $18,000

GOALS OF CURRENT YEAR BUDGET:
• Ensure all city staff have the technology resources available to them to provide efficient service. • Maintain and implement current technologies into the existing work environments and infrustructure. • Identify any opportunities for improvement and seek out solutions to improve city services.

Performance Measurements:

	2018 Estimate	2019 Projected	2020 Projected	2021 Projected
Number of Physical Servers	8	4	4	0
Number of Virtualized Servers	0	7	7	12
Number of Desktop PCs / Laptops	160	162	162	173
Number of Phones	104	105	105	105
Number of Mobile Phones	61	62	62	62
Number of Tablets	16	18	18	20
Number of Wireless Access Points	8	8	8	11

FUND GENERAL

DEPARTMENT: GENERAL GOVERNMT. BUILDINGS
FUNCTION: GENERAL GOVERNMENT

Business Unit	Object Account	Description	2018 Actual	2019 Actual	2020 Adopted Budget	2021 Requested Budget
0194	6102	F.T. REGULAR-WAGES & SALARIES	109,443	113,982	123,649	125,638
0194	6103	FULL TIME-REGULAR-OVERTIME	1,985	1,075		
0194	6104	PART TIME-WAGES & SALARIES	46,008	49,263	54,225	50,111
0194	6107	OVERTIME-PART TIME		1,905		
0194	6121	PERA CONTRIBUTIONS	11,666	12,232	13,341	13,181
0194	6122	FICA/MEDICARE CONTRIBUTIONS	11,775	11,980	13,607	13,444
0194	6131	GROUP INSURANCE	19,450	23,944	26,526	27,852
0194	6133	WORKERS COMP INSURANCE PREMIUM	6,523	8,796	7,880	7,786
0194	6221	CLEANING SUPPLIES	1,946	1,503	2,500	3,000
0194	6223	GASOLINE	3,111	2,466	3,000	3,000
0194	6225	DIESEL FUEL	978	793	2,000	1,000
0194	6231	UNIFORMS & TURN-OUT GEAR	2,278	1,605	1,850	1,850
0194	6249	MISCELLANEOUS OPERATING SUPPLY	15,313	14,463	16,000	16,000
0194	6257	OTHER VEHICLE PARTS	1,168	4,101	1,500	1,500
0194	6259	BUILDING MAINT/REPAIR SUPPLIES	3,067	4,001	5,000	6,000
0194	6275	OTHER EQUIPMENT PARTS	-	-		
0194	6281	SMALL TOOLS & MINOR EQUIPMENT	1,291	3,117	5,000	5,000
0194	6323	CELLULAR PHONES	1,705	1,575	1,800	1,800
0194	6361	GENERAL LIABILITY/PROPERTY INS	5,217	6,210	7,000	7,000
0194	6371	ELECTRIC UTILITIES	98,140	90,508	102,000	100,000
0194	6372	WATER/IRRIGATION	3,044	2,057	4,000	4,000
0194	6373	GAS	28,789	29,313	28,000	30,000
0194	6374	REFUSE/RECYCLING	3,882	4,790	4,500	5,000
0194	6381	BUILDING & STRUCTURE REPAIR	12,463	7,641	15,000	20,000
0194	6382	MACHINERY & EQUIPMENT REPAIR	12,587	11,461	15,000	20,000
0194	6388	OTHER VEHICLE REPAIR	1,771	1,845	2,000	1,500
0194	6415	OTHER EQUIPMENT RENTAL	-	-		
0194	6417	UNIFORM RENTAL	-	-		
0194	6489	OTHER CONTRACTED SERVICES	80,216	83,467	90,000	90,000
0194	6520	BUILDINGS	-	-	-	-
0194	6550	MOTOR VEHICLES	-	-	-	-
Total Expenditure			**483,815**	**494,094**	**545,378**	**554,662**

PERSONNEL COMPLEMENT

Gen. Gov't. Bldgs.					
Building Maintenance	2.63	3.13	3.13	3.13
Gen Govt Bldgs Total	2.63	3.13	3.13	3.13

DESCRIPTION OF SERVICES:

The General Government Buildings Department is responsible for cleaning city buildings and the repair and maintenance of all building systems.

BUDGET HIGHLIGHTS

- No Major Changes

GOALS OF CURRENT YEAR BUDGET:
• Clean and maintain our municipal buildings to the highest level possible • Continue to prepare and support voting precincts during elections • Respond to all maintenance requests in a timely manner

Performance Measurements:				
	2018 Estimate	2019 Projected	2020 Projected	2021 Projected
Buildings Maintained	12	12	12	13
Rooms Prepared for Meetings Annually	1210	1210	1210	1210
Maintenance Request Cleared	40	40	40	45

FUND GENERAL

DEPARTMENT: NEWSLETTER
FUNCTION: GENERAL GOVERNMENT

Business Unit	Object Account	Description	2018 Actual	2019 Actual	2020 Adopted Budget	2021 Requested Budget
0195	6102	F.T. REGULAR-WAGES & SALARIES	4,751	3,928	5,715	5,829
0195	6121	PERA CONTRIBUTIONS	356	295	429	437
0195	6122	FICA/MEDICARE CONTRIBUTIONS	395	327	437	446
0195	6133	WORKERS COMP INSURANCE PREMIUM	25	20	46	47
0195	6322	POSTAGE	10,072	10,557	12,000	12,000
0195	6352	GENERAL NOTICE & PUBLIC INFOR	37,951	33,276	38,000	35,000
0195	6361	GENERAL LIABILITY/PROPERTY INS	493	484	550	600
Total Expenditure			**54,043**	**48,885**	**57,177**	**54,359**

DESCRIPTION OF SERVICES:

The community newsletter, The Ramsey Resident, is distributed to residential homes every two months. It is intended to provide public information about community events and local government.

BUDGET HIGHLIGHTS

- No Major Changes

GOALS OF CURRENT YEAR BUDGET:

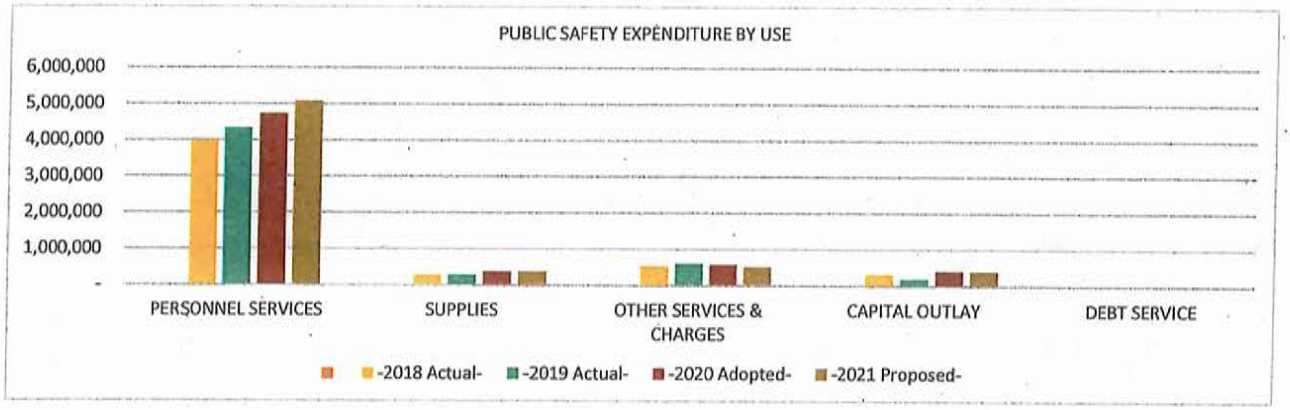
- Implement refreshed Ramsey branding items into the newsletter

Performance Measurements:

	2018 Estimate	2019 Projected	2020 Projected	2021 Projected
Number of newsletters completed annually	6	6	6	6
Number of full color newsletters completed annually	6	6	6	6
Number of pages published annually	100	100	100	100
Annual quantity of paid ads	60	60	60	60

PUBLIC SAFETY	211-280

EXPENDITURE BY OBJECT SUMMARY	-2018 Actual-	-2019 Actual-	-2020 Adopted-	-2021 Proposed-
PERSONNEL SERVICES	3,970,489	4,337,124	4,728,900	5,074,848
SUPPLIES	283,527	284,616	366,950	370,450
OTHER SERVICES & CHARGES	530,344	605,576	572,222	506,442
CAPITAL OUTLAY	314,203	187,166	407,000	399,000
DEBT SERVICE	-	-	-	-
TOTAL EXPENDITURE BY OBJECT	**5,098,563**	**5,414,483**	**6,075,072**	**6,350,740**



LINE ITEM DETAIL BY COST CENTER OR SUB-FUNCTION

PUBLIC SAFETY				211-280

EXPENDITURE BY OBJECT RECAP ALL SUB-FUNCTIONS	-2018 Actual-	-2019 Actual-	-2020 Adopted-	-2021 Proposed-
PERSONNEL SERVICES				
WAGES AND SALARIES				
6102 F.T. REGULAR-WAGES & SALARIES	2,629,530	2,867,497	3,170,530	3,289,774
6103 FULL TIME-REGULAR-OVERTIME	94,925	100,480	90,000	90,000
6104 PART TIME-WAGES & SALARIES	351,953	342,346	345,888	483,192
6105 TEMPORARY-WAGES & SALARIES	-	-	-	-
6107 OVERTIME-PART TIME	-	-	-	-
TOTAL WAGES AND SALARIES	**3,076,408**	**3,310,324**	**3,606,418**	**3,862,966**
OTHER GROSS EARNINGS				
6108 SEVERANCE PAY	6,894	22,719	-	-
TOTAL OTHER GROSS EARNINGS	**6,894**	**22,719**	-	-
EMPLOYER CONTRIBUTIONS				
6121 PERA CONTRIBUTIONS	418,119	471,042	532,481	566,970
6122 FICA/MEDICARE CONTRIBUTIONS	87,930	92,679	102,576	112,940
6131 GROUP INSURANCE	273,027	315,534	362,321	391,659
6132 DISABILITY INSURANCE	1,284	1,313	1,300	1,300
6133 WORKERS COMP INSURANCE PREMIUM	106,826	123,514	123,804	139,013
TOTAL EMPLOYER CONTRIBUTIONS	**887,186**	**1,004,081**	**1,122,482**	**1,211,882**
Total PERSONNEL SERVICES	**3,970,489**	**4,337,124**	**4,728,900**	**5,074,848**
SUPPLIES				
OFFICE SUPPLIES				
6204 STATIONERY, ENVELOPES & FORMS	1,894	3,253	3,000	3,100
6206 FILM, MICROFILM, TAPES, DISKS	1,150	1,983	1,300	1,400
6207 TRAINING SUPPLIES	1,951	2,565	2,500	3,400
6208 MISCELLANEOUS OFFICE SUPPLIES	3,335	3,487	5,450	5,450
TOTAL OFFICE SUPPLIES	**8,330**	**11,288**	**12,250**	**13,350**
OPERATING SUPPLIES				
6223 GASOLINE	73,963	70,208	78,500	76,000
6225 DIESEL FUEL	3,617	3,783	3,800	4,000
6227 LUBRICANTS & ADDITIVES	939	951	1,100	1,100
6229 SHOP MATERIALS	647	962	1,000	1,000
6231 UNIFORMS & TURN-OUT GEAR	45,597	52,434	64,750	70,750
6233 BATTERIES	1,105	1,071	1,500	2,500
6235 AMMUNITION	7,135	9,386	8,500	8,500
6237 CRIME SCENE KIT MATERIALS	894	669	1,000	1,000
6239 FIRST AID SUPPLIES	17,964	2,560	4,500	6,000
6241 COMMUNITY POLICING SUPPLIES	4,880	7,750	7,000	7,000
6249 MISCELLANEOUS OPERATING SUPPLY	43,103	35,512	47,350	44,350
TOTAL OPERATING SUPPLIES	**199,844**	**185,286**	**219,000**	**222,200**
REPAIR AND MAINTENANCE SUPPLIES				
6251 BATTERIES	2,051	812	3,000	3,000
6253 BRAKES	2,281	2,342	3,000	3,000
6255 TIRES	6,427	7,271	7,500	7,500
6257 OTHER VEHICLE PARTS	19,638	9,690	26,000	27,000
6259 BUILDING MAINT/REPAIR SUPPLIES	118	7,844	500	12,500
6266 SCBA-PARTS	2,292	4,843	5,000	6,000
6271 SIGN REPAIR MATERIALS	-	121	3,000	2,000
6275 OTHER EQUIPMENT PARTS	4,362	6,158	5,100	6,100
TOTAL REPAIR AND MAINTENANCE SUPPLIES	**37,168**	**39,081**	**53,100**	**67,100**
SMALL TOOLS AND MINOR EQUIPMENT				
6281 SMALL TOOLS & MINOR EQUIPMENT	38,186	48,456	82,400	67,600
TOTAL SMALL TOOLS AND MINOR EQUIPMENT	**38,186**	**48,456**	**82,400**	**67,600**
MERCHANDISE FOR RESALE				
6291 CULVERTS, SIGNS, STREET SUPPLY	-	505	200	200
TOTAL MERCHANDISE FOR RESALE	-	**505**	**200**	**200**
Total SUPPLIES	**283,527**	**284,616**	**366,950**	**370,450**
OTHER SERVICES & CHARGES				
PROFESSIONAL SERVICES				
6302 AUDITING & ACCOUNTING SERVICES	3,750	3,900	3,600	4,000
6315 MISCELLANEOUS PROFESSIONAL SER	160,494	212,959	158,000	77,833
TOTAL PROFESSIONAL SERVICES	**164,244**	**216,859**	**161,600**	**81,833**

COMMUNICATION					
6321	TELEPHONE	4,395	4,459	4,700	4,900
6322	POSTAGE	2,118	1,991	3,450	2,950
6323	CELLULAR PHONES	17,080	17,549	22,400	25,200
TOTAL COMMUNICATION		**23,594**	**24,000**	**30,550**	**33,050**
EMPLOYEE REIMBURSEMENTS					
6331	TRAVEL & LODGING	5,216	3,962	7,800	7,800
6334	MILEAGE REIMBURSEMENT	-	528	750	750
6335	TRAINING	55,005	60,763	64,100	70,600
TOTAL EMPLOYEE REIMBURSEMENTS		**60,221**	**65,253**	**72,650**	**79,150**
INSURANCE					
6361	GENERAL LIABILITY/PROPERTY INS	60,944	71,100	69,025	74,250
TOTAL INSURANCE		**60,944**	**71,100**	**69,025**	**74,250**
UTILITIES					
6371	ELECTRIC UTILITIES	31,589	32,858	34,200	34,200
6372	WATER/IRRIGATION	4,994	4,397	4,000	4,500
6373	GAS	6,077	7,072	7,000	8,000
6374	REFUSE/RECYCLING	1,122	1,250	1,200	1,400
TOTAL UTILITIES		**43,782**	**45,576**	**46,400**	**48,100**
REPAIRS AND MAINTENANCE - LABOR					
6382	MACHINERY & EQUIPMENT REPAIR	26,808	13,645	26,500	21,500
6383	OFFICE EQUIPMENT REPAIR	-	-	-	-
6386	BRAKE REPAIR	-	-	-	-
6388	OTHER VEHICLE REPAIR	45,129	70,917	38,000	40,000
6389	TOWING SERVICES	3,224	1,623	3,500	3,500
TOTAL REPAIRS AND MAINTENANCE - LABOR		**75,161**	**86,185**	**68,000**	**65,000**
REPAIRS AND MAINTENANCE - CONTRACTS					
6405	OFFICE & DATA PROCESSING EQUIP	41,370	41,614	50,072	54,134
TOTAL REPAIRS AND MAINTENANCE - CONTRACTS		**41,370**	**41,614**	**50,072**	**54,134**
RENTALS					
6413	OFFICE EQUIPMENT RENTAL	5,966	4,837	6,000	6,000
6415	OTHER EQUIPMENT RENTAL	31,613	31,014	35,125	35,125
TOTAL RENTALS		**37,578**	**35,851**	**41,125**	**41,125**
DUES, SUBSCRIPTIONS, AND REGISTRATION FEES					
6451	MEMBERSHIP DUES	5,421	5,546	9,000	8,000
6452	SUBSCRIPTIONS	-	688	1,000	1,500
TOTAL DUES, SUBSCRIPTIONS, AND REGISTRATION FEES		**5,421**	**6,234**	**10,000**	**9,500**
BOOKS AND PAMPHLETS					
6471	BOOKS & PAMPHLETS	3,020	626	4,300	3,300
TOTAL BOOKS AND PAMPHLETS		**3,020**	**626**	**4,300**	**3,300**
CONTRACTED SERVICES					
6489	OTHER CONTRACTED SERVICES	15,010	12,279	18,500	17,000
TOTAL CONTRACTED SERVICES		**15,010**	**12,279**	**18,500**	**17,000**
Total OTHER SERVICES & CHARGES		**530,344**	**605,576**	**572,222**	**506,442**
CAPITAL OUTLAY					
CAPITAL OUTLAY					
6540	HEAVY MACHINERY	-	-	-	-
6550	MOTOR VEHICLES	98,487	111,789	395,000	399,000
6580	OTHER EQUIPMENT	215,716	75,378	12,000	-
TOTAL CAPITAL OUTLAY		**314,203**	**187,166**	**407,000**	**399,000**
Total CAPITAL OUTLAY		**314,203**	**187,166**	**407,000**	**399,000**
DEBT SERVICE					
DEBT SERVICE					
6603	OTHER L.T. OBLIGATION PRINCIPA	-	-	-	-
TOTAL DEBT SERVICE		-	-	-	-
TOTAL DEBT SERVICE		-	-	-	-
TOTAL EXPENDITURES & OTHER FINANCING		**5,098,563**	**5,414,483**	**6,075,072**	**6,350,740**

FUND GENERAL

DEPARTMENT: POLICE PROTECTION
FUNCTION: PUBLIC SAFETY

Business Unit	Object Account	Description	2018 Actual	2019 Actual	2020 Adopted Budget	2021 Requested Budget
0211	6102	F.T. REGULAR-WAGES & SALARIES	2,226,750	2,382,526	2,619,059	2,767,065
0211	6103	FULL TIME-REGULAR-OVERTIME	94,598	100,248	90,000	90,000
0211	6104	PART TIME-WAGES & SALARIES	86,060	77,511	89,203	121,254
0211	6105	TEMPORARY-WAGES & SALARIES		-		
0211	6108	SEVERANCE PAY	6,894	22,719		
0211	6121	PERA CONTRIBUTIONS	369,085	408,862	459,624	487,180
0211	6122	FICA/MEDICARE CONTRIBUTIONS	50,348	53,390	58,813	64,129
0211	6131	GROUP INSURANCE	226,600	258,970	298,275	323,264
0211	6133	WORKERS COMP INSURANCE PREMIUM	79,187	94,302	87,754	105,311
0211	6204	STATIONERY, ENVELOPES & FORMS	911	2,567	1,500	1,600
0211	6206	FILM, MICROFILM, TAPES, DISKS	1,150	1,101	1,000	1,100
0211	6207	TRAINING SUPPLIES	1,951	2,565	2,500	3,400
0211	6208	MISCELLANEOUS OFFICE SUPPLIES	2,579	2,561	3,500	3,500
0211	6223	GASOLINE	58,811	55,400	63,000	60,000
0211	6227	LUBRICANTS & ADDITIVES	939	951	1,100	1,100
0211	6229	SHOP MATERIALS	647	962	1,000	1,000
0211	6231	UNIFORMS & TURN-OUT GEAR	18,878	30,905	34,000	34,000
0211	6233	BATTERIES	1,105	1,071	1,500	2,500
0211	6235	AMMUNITION	7,135	9,386	8,500	8,500
0211	6237	CRIME SCENE KIT MATERIALS	894	669	1,000	1,000
0211	6239	FIRST AID SUPPLIES	15,719	1,164	2,500	4,000
0211	6249	MISCELLANEOUS OPERATING SUPPLY	5,742	9,644	9,100	9,100
0211	6251	BATTERIES	961	812	2,000	2,000
0211	6253	BRAKES	2,281	2,342	3,000	3,000
0211	6255	TIRES	6,427	7,271	7,500	7,500
0211	6257	OTHER VEHICLE PARTS	10,986	6,795	14,000	15,000
0211	6259	BUILDING MAINT/REPAIR SUPPLIES	118	7,844	500	12,500
0211	6275	OTHER EQUIPMENT PARTS	964	1,268	1,100	1,100
0211	6281	SMALL TOOLS & MINOR EQUIPMENT	17,568	31,268	37,300	42,500
0211	6315	MISCELLANEOUS PROFESSIONAL SER	3,444	4,730	8,000	8,000
0211	6321	TELEPHONE	2,233	2,124	2,300	2,300
0211	6322	POSTAGE	1,020	1,259	1,100	1,100
0211	6323	CELLULAR PHONES	10,166	10,072	12,500	16,000
0211	6331	TRAVEL & LODGING	4,716	3,549	4,500	4,500
0211	6334	MILEAGE REIMBURSEMENT	-	-	250	250
0211	6335	TRAINING	24,495	26,762	30,000	32,500
0211	6361	GENERAL LIABILITY/PROPERTY INS	42,787	49,548	45,000	52,000
0211	6382	MACHINERY & EQUIPMENT REPAIR	373	235	500	500
0211	6383	OFFICE EQUIPMENT REPAIR	-	-	-	
0211	6386	BRAKE REPAIR	-	-	-	
0211	6388	OTHER VEHICLE REPAIR	7,904	5,643	10,000	10,000
0211	6389	TOWING SERVICES	3,224	1,623	3,500	3,500
0211	6405	OFFICE & DATA PROCESSING EQUIP	2,830	2,445	8,800	12,000
0211	6413	OFFICE EQUIPMENT RENTAL	5,966	4,837	6,000	6,000
0211	6415	OTHER EQUIPMENT RENTAL	30,485	31,014	35,000	35,000
0211	6451	MEMBERSHIP DUES	2,422	3,018	3,500	3,500
0211	6489	OTHER CONTRACTED SERVICES	7,467	5,410	7,500	7,500
0211	6550	MOTOR VEHICLES	57,293	67,155	30,000	74,000
0211	6580	OTHER EQUIPMENT	-		12,000	
Total Expenditure			**3,502,113**	**3,794,498**	**4,118,778**	**4,441,253**

PERSONNEL COMPLEMENT					
Police Chief		1.00	1.00	1.00	1.00
Captain		2.00	2.00	2.00	2.00
Sergeant		4.00	4.00	4.00	4.00
Drug Task Force Officer		1.00	1.00	1.00	1.00
Patrol Officer		17.00	19.00	19.00	20.00
Community Service Officer		1.26	1.26	1.26	1.26
Police Office Supervisor		1.00	1.00	1.00	1.00
Clerical/Support Personnel		2.50	2.50	2.63	3.26
	Public Safety Total	29.76	31.76	31.89	33.52

6550 Motor Vehicles				
Ford Interceptor	28,646	-	30,000	-
Malibu	-	-	-	31,500
Taurus		29,592	-	-
Tahoe	28,647	37,563	-	37,000
	57,293	67,155	30,000	68,500

6580 Other Equipment				
ATV	-	-	12,000	-
	-	-	-	-
	-	-	12,000	-

DESCRIPTION OF SERVICES:

The Police Department is responsible for the protection of life and property and an atmosphere of community security through the deterrence of criminal activity by visible patrols; the enforcement of traffic laws; the apprehension of criminal offenders; emergency response services; and the delivery of other community services such as animal control and school liaison. The department provides for the investigation of criminal incidents and the apprehension of criminal offenders through the gathering, analysis, preservation and
presentation of evidence.

BUDGET HIGHLIGHTS

- Full-Time Patrol Officer - March 1, 2021 Start (with Uniform) - $81,160
- Part-Time Police Records Technician - $32,510
- Building Repairs (6259): Window Tint & Repair Garage Floor: $12,000
- Capital Equipment: Replace 2016 Chev Tahoe: $41,000
- Capital Equipment: Replace 2013 Chevy Malibu: $33,000

GOALS OF CURRENT YEAR BUDGET:

- Reduce Illegal drug activity in the community
- Adequately staff public safety based on changing demographics
- Leverage technology to create operational efficiencies
- Enhance traffic safety in the community

Performance Measurements:				
Police Department Activity	2017 Actual	2018 Actual	2019 Actual	2020 Projected
Dispatched Calls for Service	12578	12102	13484	12800
Motor Vehicle Accidents	442	466	423	480
Citations and Warnings	2997	1812	1278	2000
Criminal	1388	1257	1217	1400
Non-Criminal	5375	7413	8531	7500
State CPM Performance Measurement Results	2017	2018	2019	2020
Part 1 and Part 2 Crime Rates (per 1000)	16.25/23.72	1 yr lag	1 yr lag	1 yr lag
Part 1 and Part 2 Crime Clearance Rates (per 1000)	46%	1 yr lag	1 yr lag	1 yr lag

FUND GENERAL

DEPARTMENT: FIRE PROTECTION
FUNCTION: PUBLIC SAFETY

Business Unit	Object Account	Description	2018 Actual	2019 Actual	2020 Adopted Budget	2021 Requested Budget
0220	6102	F.T. REGULAR-WAGES & SALARIES	192,691	260,037	287,632	299,814
0220	6103	FULL TIME-REGULAR-OVERTIME	327	232		
0220	6104	PART TIME-WAGES & SALARIES	260,022	264,836	256,685	258,750
0220	6105	TEMPORARY-WAGES & SALARIES				
0220	6108	SEVERANCE PAY				
0220	6121	PERA CONTRIBUTIONS	32,865	45,362	53,069	55,334
0220	6122	FICA/MEDICARE CONTRIBUTIONS	21,170	21,479	23,579	23,866
0220	6131	GROUP INSURANCE	18,479	35,216	40,488	38,977
0220	6132	DISABILITY INSURANCE	1,284	1,313	1,300	1,300
0220	6133	WORKERS COMP INSURANCE PREMIUM	24,715	26,414	30,143	29,100
0220	6206	FILM, MICROFILM, TAPES, DISKS	-	-		
0220	6208	MISCELLANEOUS OFFICE SUPPLIES	356	602	1,200	1,200
0220	6223	GASOLINE	12,220	12,643	12,500	13,000
0220	6225	DIESEL FUEL	3,617	3,783	3,800	4,000
0220	6231	UNIFORMS & TURN-OUT GEAR	26,159	21,515	30,000	36,000
0220	6233	BATTERIES	-			
0220	6239	FIRST AID SUPPLIES	2,245	1,396	2,000	2,000
0220	6249	MISCELLANEOUS OPERATING SUPPLY	14,171	14,880	20,000	18,000
0220	6255	TIRES	-	-		
0220	6257	OTHER VEHICLE PARTS	8,652	2,895	12,000	12,000
0220	6266	SCBA-PARTS	2,292	4,843	5,000	6,000
0220	6275	OTHER EQUIPMENT PARTS	-	-		
0220	6281	SMALL TOOLS & MINOR EQUIPMENT	20,561	16,725	45,000	25,000
0220	6302	AUDITING & ACCOUNTING SERVICES	3,750	3,900	3,600	4,000
0220	6315	MISCELLANEOUS PROFESSIONAL SER	-	-		
0220	6321	TELEPHONE	1,772	2,000	1,800	2,000
0220	6322	POSTAGE	251	146	300	300
0220	6323	CELLULAR PHONES	6,256	6,906	6,200	7,000
0220	6335	TRAINING	27,695	27,851	28,000	32,000
0220	6361	GENERAL LIABILITY/PROPERTY INS	12,402	14,493	18,000	16,000
0220	6371	ELECTRIC UTILITIES	18,308	17,327	20,000	20,000
0220	6372	WATER/IRRIGATION	4,994	4,397	4,000	4,500
0220	6373	GAS	6,077	7,072	7,000	8,000
0220	6374	REFUSE/RECYCLING	1,122	1,250	1,200	1,400
0220	6388	OTHER VEHICLE REPAIR	37,225	65,273	28,000	30,000
0220	6405	OFFICE & DATA PROCESSING EQUIP	14,056	14,685	16,272	17,134
0220	6451	MEMBERSHIP DUES	2,035	1,236	2,000	2,000
0220	6452	SUBSCRIPTIONS	-	688	1,000	1,500
0220	6471	BOOKS & PAMPHLETS	95	275	1,000	1,000
0220	6489	OTHER CONTRACTED SERVICES	3,038	2,444	3,500	3,500
0220	6550	MOTOR VEHICLES	41,195	44,634	365,000	325,000
0220	6580	OTHER EQUIPMENT	177,160	75,378		
Total Expenditure			**999,255**	**1,024,125**	**1,331,268**	**1,299,675**

PERSONNEL COMPLEMENT					
Fire Chief		1.00	1.00	1.00	1.00
Fire Secretary		0.70	0.70	0.70	0.70
Fire Inspector			1.00	1.00	1.00
Fire Marshall		1.00	1.00	1.00	1.00
Firefighters		7.58	7.58	7.58	7.58
	Fire Total	10.28	11.28	11.28	11.28

6550 Motor Vehicles				
1st half funding Replace 1999 Fire Engine #556			325,000	-
2nd half funding Replace 1999 Fire Engine #556			-	325,000
Replace Fire Prevention Veh #386			40,000	-
Replace Grass Truck #21	41,195	44,634	-	-
	41,195	44,634	365,000	325,000

6580 Other Equipment				
800 MHZ Radio - 3 Year Funding	-	-	-	-
SCBA's - 28	177,160	-	-	-
Thermal Imaging Camera		23,897		
Bullex Attack Training Prop		16,515		
Extrication Tools		34,966		
Rescue Truck #1 Box	-	-	-	-
	177,160	75,378	-	-

BUDGET HIGHLIGHTS

- Capital Equipment: Replace 1999 Fire Engine over 2 years: $325,000 annually
-

GOALS OF CURRENT YEAR BUDGET:

- Identify and improve workflow process with implementation of Duty Crew response model
- Revise and update department policies/procedures and Standard Operating Guidelines
- Expand use of FDM software modules to include training, public education & equipment inventory
- Establish and maintain programs that enhance the health and fitness of all department employees
- Ensure adequate staff numbers to meet increased demand of calls for service
- Increase use of PSDS software to include mobile inspections module

Performance Measurements:

	2018 Actual	2019 Actual	2020 Estimated	2021 Projected
Number of Calls for Service	821	975	1050	1100
Mutual Aid	44	41	42	45
Given	33	19	25	27
Received	11	22	17	18
Number of firefighters	52	52	55	40
Prevention:				
# of Public Education contacts	62	57	75	75
# of commericial property inspections	194	282	300	320

# of permits issued	90	96	110	110
State CPM Performance Measurement Results	**2017**	**2018**	**2019**	**2020 Estimated**
Insurance industry rating of fire services	4/7	4/7	4/7	4/7

FUND GENERAL

DEPARTMENT: PROTECTIVE INSPECTIONS
FUNCTION: PUBLIC SAFETY

Business Unit	Object Account	Description	2018 Actual	2019 Actual	2020 Adopted Budget	2021 Requested Budget
0240	6102	F.T. REGULAR-WAGES & SALARIES	185,628	199,091	206,669	163,214
0240	6103	FULL TIME-REGULAR-OVERTIME	-	-		
0240	6104	PART TIME-WAGES & SALARIES	5,871	-		103,188
0240	6105	TEMPORARY-WAGES & SALARIES	-	-		
0240	6108	SEVERANCE PAY	4,541	16,493		
0240	6121	PERA CONTRIBUTIONS	14,291	14,888	15,500	19,980
0240	6122	FICA/MEDICARE CONTRIBUTIONS	14,566	15,876	15,810	20,380
0240	6131	GROUP INSURANCE	27,948	21,348	23,558	29,418
0240	6133	WORKERS COMP INSURANCE PREMIUM	1,133	1,160	1,653	2,131
0240	6204	STATIONERY, ENVELOPES & FORMS	983	393	1,000	1,000
0240	6208	MISCELLANEOUS OFFICE SUPPLIES	400	323	750	750
0240	6223	GASOLINE	2,932	2,165	3,000	3,000
0240	6231	UNIFORMS & TURN-OUT GEAR	560	14	750	750
0240	6249	MISCELLANEOUS OPERATING SUPPLY	1,093	2,404	2,500	2,500
0240	6315	MISCELLANEOUS PROFESSIONAL SER	157,050	208,230	150,000	69,833
0240	6321	TELEPHONE	390	335	600	600
0240	6322	POSTAGE	847	585	2,000	1,500
0240	6323	CELLULAR PHONES	658	570	2,500	1,000
0240	6331	TRAVEL AND LODGING			2,000	2,000
0240	6334	MILEAGE REIMBURSEMENT	-	528	500	500
0240	6335	TRAINING	1,945	5,496	5,000	5,000
0240	6361	GENERAL LIABILITY/PROPERTY INS	4,468	6,237	4,600	6,000
0240	6405	OFFICE & DATA PROCESSING EQUIP	24,484	24,484	25,000	25,000
0240	6451	MEMBERSHIP DUES	435	360	2,000	1,000
0240	6471	BOOKS & PAMPHLETS	-	100	3,000	2,000
0240	6550	MOTOR VEHICLES	-	79,752		
Total Expenditure			**450,223**	**600,831**	**468,390**	**460,744**

PERSONNEL COMPLEMENT				
Building Official	1.00	1.00	1.00	1.00
Building Inspector	-	-	-	1.00
Permit Technician	2.00	1.81	1.81	1.81
Inspectors	0.25	0.25	0.25	0.25
Building Inspection Total	3.25	3.06	3.06	4.06

6550 Motor Vehicles				
Replace Veh #401	-	26,584	-	-
Replace Veh #405		26,584	-	-
Replace Veh #406		26,584	-	-
		79,752	-	-

DESCRIPTION OF SERVICES:

The mission of the Community Development Department is to guide residential and commercial growth through comprehensive planning processes and administer the city's building and zoning codes in a equitable and professional manner to promote and sustain public safety, quality of life, and the health and well being of the whole community.

The purpose of the Building Division is to help ensure all your construction projects meet the requirements of both the Minnesota State Building Code and the City Zoning regulations.

BUDGET HIGHLIGHTS

- Full-Time Building Inspector($80,792) Offset with reduction in Professional Services (6315)

GOALS OF CURRENT YEAR BUDGET:

- Complete standard residential plan review within 10 business days.
- Complete standard commercial plan review within 30 business days.
- Allow for inspection availability within 48 hours.

Performance Measurements:

	2018 Estimate	2019 Projected	2020 Projected	2021 Projected
New Residential Units	75	150	150	
Total Permits	2,250	2,250	2,250	
Number of Inspections	6,250	6,250	6,250	

FUND GENERAL

DEPARTMENT: CIVIL DEFENSE
FUNCTION: PUBLIC SAFETY

Business Unit	Object Account	Description	2018 Actual	2019 Actual	2020 Adopted Budget	2021 Requested Budget
0250	6251	BATTERIES	1,090	-	1,000	1,000
0250	6275	OTHER EQUIPMENT PARTS	3,398	4,891	4,000	5,000
0250	6361	GENERAL LIABILITY/PROPERTY INS	106	150	125	150
0250	6371	ELECTRIC UTILITIES	1,020	1,020	1,200	1,200
0250	6382	MACHINERY & EQUIPMENT REPAIR	6,013	9,104	6,000	6,000
Total Expenditure			**11,627**	**15,164**	**12,325**	**13,350**

DESCRIPTION OF SERVICES:

The Civil Defence budget funds expenditures related to the city-wide emergency siren notification system.

BUDGET HIGHLIGHTS

- No Major Changes

GOALS OF CURRENT YEAR BUDGET:

- Maintain infastructure of siren warning system

Performance Measurements:

	2018 Actual	2019 Projected	2020 Projected	2021 Projected
Number of Sirens	17	17	17	17

FUND GENERAL

DEPARTMENT: TRAFFIC ENGINEERING
FUNCTION: PUBLIC SAFETY

Business Unit	Object Account	Description	2018 Actual	2019 Actual	2020 Adopted Budget	2021 Requested Budget
0260	6102	F.T. REGULAR-WAGES & SALARIES	24,461	25,844	57,170	59,681
0260	6103	FULL TIME-REGULAR-OVERTIME	-	-		
0260	6105	TEMPORARY-WAGES & SALARIES	-	-		
0260	6121	PERA CONTRIBUTIONS	1,878	1,930	4,288	4,476
0260	6122	FICA/MEDICARE CONTRIBUTIONS	1,845	1,934	4,374	4,565
0260	6133	WORKERS COMP INSURANCE PREMIUM	1,790	1,639	4,254	2,471
0260	6249	MISCELLANEOUS OPERATING SUPPLY	21,921	8,448	15,000	14,000
0260	6271	SIGN REPAIR MATERIALS	-	121	3,000	2,000
0260	6361	GENERAL LIABILITY/PROPERTY INS	1,081	572	1,200	
0260	6371	ELECTRIC UTILITIES	12,261	14,511	13,000	13,000
0260	6382	MACHINERY & EQUIPMENT REPAIR	20,422	4,307	20,000	15,000
0260	6489	CONTRACTED SERVICES	300	600	3,500	2,000
0260	6580	OTHER EQUIPMENT	38,556	-		
Total Expenditure			**124,516**	**59,904**	**125,786**	**117,193**

DESCRIPTION OF SERVICES:

The Traffic Engineering budget funds the installation and maintenance of traffic signage on, above, and/or near city streets.

BUDGET HIGHLIGHTS

- No major changes. Staff time redistributed between streets, traffic engr & snow plowing

GOALS OF CURRENT YEAR BUDGET:

- Continue to meet FHWA guidelines for traffic signage
- Replace damaged or defective signs within 48 hours
- Bring signage up to current standards on all reconstruct and overlay projects
- Continue to support Engineering and Community Development departments with traffic issues

Performance Measurements:

	2018 Estimate	2019 Actual	2020 Projected	2021 Projected
Total Hours	610	539	610	
Number of Traffic Signs in System	2390	2390	2390	
Number of Traffic Counts Performed	15	15	15	

FUND GENERAL

DEPARTMENT: ANIMAL CONTROL
FUNCTION: PUBLIC SAFETY

Business Unit	Object Account	Description	2018 Actual	2019 Actual	2020 Adopted Budget	2021 Requested Budget
0270	6249	MISCELLANEOUS OPERATING SUPPLY	176	136	750	750
0270	6281	SMALL TOOLS & MINOR EQUIPMENT	-	375		
0270	6489	OTHER CONTRACTED SERVICES	4,205	3,825	4,000	4,000
Total Expenditure			**4,381**	**4,336**	**4,750**	**4,750**

DESCRIPTION OF SERVICES:

This fund covers expenditures related to animal control which is provided on a contractual basis with North Metro Animal Care.

BUDGET HIGHLIGHTS

- No Major Changes

GOALS OF CURRENT YEAR BUDGET:

- Provide animal containment services to residents

Performance Measurements:

	2018 Actual	2019 Actual	2020 Projected	2021 Projected
Animal Complaints	456	375	456	390
Number of Animals Impounded	70	33	70	45
Number of Animals Released to Owners	59	26	59	45
Number of Euthanizations	0	0	0	0

FUND GENERAL

DEPARTMENT: COMMUNITY ORIENTATING POLICE
FUNCTION: PUBLIC SAFETY

Business Unit	Object Account	Description	2018 Actual	2019 Actual	2020 Adopted Budget	2021 Requested Budget
0280	6204	STATIONERY, ENVELOPES & FORMS	-	293	500	500
0280	6206	FILM, MICROFILM, TAPES, DISKS	-	883	300	300
0280	6241	COMMUNITY POLICING SUPPLIES	4,880	7,750	7,000	7,000
0280	6281	SMALL TOOLS & MINOR EQUIPMENT	56	88	100	100
0280	6291	CULVERTS, SIGNS, STREET SUPPLY	-	505	200	200
0280	6322	POSTAGE	1	-	50	50
0280	6323	CELL PHONES	-	1,018	1,200	1,200
0280	6331	TRAVEL & LODGING	500	413	1,300	1,300
0280	6335	TRAINING	870	655	1,100	1,100
0280	6361	GENERAL LIABILITY/PROPERTY INS	100	101	100	100
0280	6415	OTHER EQUIPMENT RENTAL	1,127	-	125	125
0280	6451	MEMBERSHIP DUES	530	933	1,500	1,500
0280	6471	BOOKS & PAMPHLETS	2,925	251	300	300
Total Expenditure			**10,990**	**12,888**	**13,775**	**13,775**

DESCRIPTION OF SERVICES:

The Community Orientating Policing funds expenditures related to community programs such as: Kids Safety Camp, Car Seat Inspections, Night to Unite, Pet Clinics, Bike Helmet Fitting and Sale, Police Explorers, and Drug Take Back Program

BUDGET HIGHLIGHTS

- No Major Changes

GOALS OF CURRENT YEAR BUDGET:

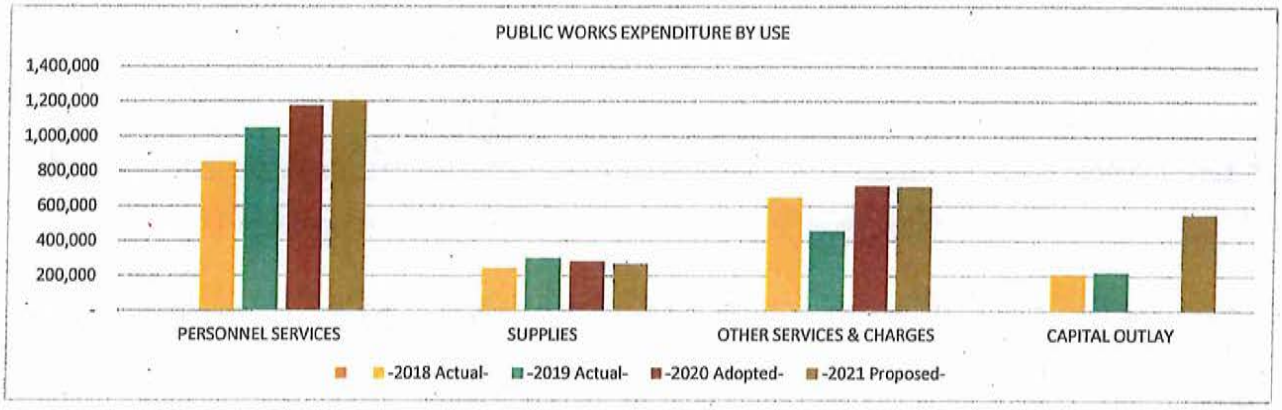
- Increase participation in community based programs

Performance Measurements:

	2018 Actual	2019 Actual	2020 Projected	2021 Projected
# of participants attending Kids Safety Camp	125	144	142	144
# of car seat inspections	50	29	40	30
Night to Unite - # of Parties	45	48	48	48
# of animals served at Pet Clinics	231	120	231	120

PUBLIC WORKS	301-312

EXPENDITURE BY OBJECT SUMMARY	-2018 Actual-	-2019 Actual-	-2020 Adopted-	-2021 Proposed-
PERSONNEL SERVICES	851,970	1,047,527	1,174,591	1,206,326
SUPPLIES	241,961	301,182	282,350	268,928
OTHER SERVICES & CHARGES	649,658	460,263	719,800	713,745
CAPITAL OUTLAY	211,093	219,480	-	552,000
TOTAL EXPENDITURE BY OBJECT	**1,954,681**	**2,028,451**	**2,176,741**	**2,740,999**



LINE ITEM DETAIL BY COST CENTER OR SUB-FUNCTION

PUBLIC WORKS					301-312
EXPENDITURE BY OBJECT RECAP ALL SUB-FUNCTIONS		-2018 Actual-	-2019 Actual-	-2020 Adopted-	-2021 Proposed-
PERSONNEL SERVICES					
WAGES AND SALARIES					
6102	F.T. REGULAR-WAGES & SALARIES	594,983	697,857	781,477	814,650
6103	FULL TIME-REGULAR-OVERTIME	22,650	38,755	18,000	18,000
6105	TEMPORARY-WAGES & SALARIES	19,178	28,718	51,095	51,095
6106	OVERTIME-TEMPORARY	1,404	926	-	-
TOTAL WAGES AND SALARIES		**638,215**	**766,256**	**850,572**	**883,745**
OTHER GROSS EARNINGS					
6108	SEVERANCE PAY	3,678	8,173	-	-
TOTAL OTHER GROSS EARNINGS		**3,678**	**8,173**	**-**	**-**
EMPLOYER CONTRIBUTIONS					
6121	PERA CONTRIBUTIONS	43,216	53,931	62,145	64,633
6122	FICA/MEDICARE CONTRIBUTIONS	47,778	58,394	67,057	69,694
6131	GROUP INSURANCE	87,178	120,893	148,601	142,235
6133	WORKERS COMP INSURANCE PREMIUM	31,905	39,881	46,216	46,019
TOTAL EMPLOYER CONTRIBUTIONS		**210,077**	**273,098**	**324,019**	**322,581**
Total PERSONNEL SERVICES		**851,970**	**1,047,527**	**1,174,591**	**1,206,326**
SUPPLIES					
OFFICE SUPPLIES					
6205	DRAFTING SUPPLIES	-	-	200	200
6208	MISCELLANEOUS OFFICE SUPPLIES	1,803	3,377	1,800	2,400
TOTAL OFFICE SUPPLIES		**1,803**	**3,377**	**2,000**	**2,600**
OPERATING SUPPLIES					
6221	CLEANING SUPPLIES	-	-	-	-
6223	GASOLINE	13,235	13,344	13,800	11,900
6225	DIESEL FUEL	34,393	48,516	34,000	40,000
6227	LUBRICANTS & ADDITIVES	3,072	5,296	4,000	4,000
6229	SHOP MATERIALS	2,588	922	4,000	2,200
6231	UNIFORMS & TURN-OUT GEAR	4,582	5,176	4,700	4,700
6249	MISCELLANEOUS OPERATING SUPPLY	6,769	9,669	8,800	8,600
TOTAL OPERATING SUPPLIES		**64,639**	**82,923**	**69,300**	**71,400**
REPAIR AND MAINTENANCE SUPPLIES					
6257	OTHER VEHICLE PARTS	63,272	66,918	60,500	60,500
6259	BUILDING MAINT/REPAIR SUPPLIES	667	2,382	3,000	2,500
6261	SAND & GRAVEL	2,355	4,726	4,000	4,000
6263	SALT	72,544	97,334	94,200	78,528
6265	ASPHALT	11,129	14,235	21,000	21,000
6267	OTHER STREET MAINTENANCE SUPPL	4,279	7,353	5,700	5,700
6269	LANDSCAPE MATERIALS	5,929	5,675	7,500	7,500
6275	OTHER EQUIPMENT PARTS	-	-	-	-
TOTAL REPAIR AND MAINTENANCE SUPPLIES		**160,176**	**198,622**	**195,900**	**179,728**
SMALL TOOLS AND MINOR EQUIPMENT					
6281	SMALL TOOLS & MINOR EQUIPMENT	15,343	16,261	15,150	15,200
TOTAL SMALL TOOLS AND MINOR EQUIPMENT		**15,343**	**16,261**	**15,150**	**15,200**
Total SUPPLIES		**241,961**	**301,182**	**282,350**	**268,928**
OTHER SERVICES & CHARGES					
PROFESSIONAL SERVICES					
6315	MISCELLANEOUS PROFESSIONAL SER	21,585	28,986	29,000	24,000
TOTAL PROFESSIONAL SERVICES		**21,585**	**28,986**	**29,000**	**24,000**
COMMUNICATION					
6321	TELEPHONE	2,182	2,337	2,300	2,350
6322	POSTAGE	1,221	2,328	2,700	1,200
6323	CELLULAR PHONES	6,662	6,427	6,500	7,250
TOTAL COMMUNICATION		**10,065**	**11,092**	**11,500**	**10,800**

EMPLOYEE REIMBURSEMENTS					
6331	TRAVEL & LODGING	145	72	500	150
6335	TRAINING	8,236	7,726	7,700	8,500
TOTAL EMPLOYEE REIMBURSEMENTS		**8,380**	**7,798**	**8,200**	**8,650**
INSURANCE					
6361	GENERAL LIABILITY/PROPERTY INS	22,473	25,244	28,000	28,300
TOTAL INSURANCE		**22,473**	**25,244**	**28,000**	**28,300**
UTILITIES					
6371	ELECTRIC UTILITIES	7,422	7,555	8,500	8,500
6372	WATER/IRRIGATION	2,677	2,656	3,000	2,650
6373	GAS	5,304	5,240	5,000	5,000
6374	REFUSE/RECYCLING	3,912	2,167	2,800	2,800
TOTAL UTILITIES		**19,317**	**17,618**	**19,300**	**18,950**
REPAIRS AND MAINTENANCE - LABOR					
6381	BUILDING & STRUCTURE REPAIR	2,102	3,393	3,000	3,100
6382	MACHINERY & EQUIPMENT REPAIR	6,704	4,820	5,000	5,000
6387	TIRE MOUNTING & BALANCING	278	160	800	400
6388	OTHER VEHICLE REPAIR	19,809	23,444	23,000	23,000
TOTAL REPAIRS AND MAINTENANCE - LABOR		**28,894**	**31,817**	**31,800**	**31,500**
REPAIRS AND MAINTENANCE - CONTRACTS					
6404	MACHINERY & EQUIPMENT	1,221	1,332	1,500	1,300
6405	OFFICE & DATA PROCESSING EQUIP	-	-	1,900	-
TOTAL REPAIRS AND MAINTENANCE - CONTRACTS		**1,221**	**1,332**	**3,400**	**1,300**
RENTALS					
6415	OTHER EQUIPMENT RENTAL	60,355	86,565	70,000	72,300
6417	UNIFORM RENTAL	1,268	1,672	1,800	1,400
TOTAL RENTALS		**61,623**	**88,237**	**71,800**	**73,700**
DUES, SUBSCRIPTIONS, AND REGISTRATION FEES					
6451	MEMBERSHIP DUES	1,484	1,084	1,650	1,445
TOTAL DUES, SUBSCRIPTIONS, AND REGISTRATION FEES		**1,484**	**1,084**	**1,650**	**1,445**
BOOKS AND PAMPHLETS					
6471	BOOKS & PAMPHLETS	35	82	150	100
TOTAL BOOKS AND PAMPHLETS		**35**	**82**	**150**	**100**
CONTRACTED SERVICES					
6488	STREET MAINTENANCE CONTRACT	467,265	237,483	500,000	500,000
6489	OTHER CONTRACTED SERVICES	7,316	9,489	15,000	15,000
TOTAL CONTRACTED SERVICES		**474,582**	**246,971**	**515,000**	**515,000**
Total OTHER SERVICES & CHARGES		**649,658**	**460,263**	**719,800**	**713,745**
CAPITAL OUTLAY					
CAPITAL OUTLAY					
6540	HEAVY MACHINERY	197,061	185,980	-	275,500
6550	MOTOR VEHICLES	-	33,500	-	-
6580	OTHER EQUIPMENT	14,032	-	-	276,500
TOTAL CAPITAL OUTLAY		**211,093**	**219,480**	**-**	**552,000**
Total CAPITAL OUTLAY		**211,093**	**219,480**	**-**	**552,000**
TOTAL EXPENDITURES & OTHER FINANCING		**1,954,681**	**2,028,451**	**2,176,741**	**2,740,999**

FUND GENERAL

DEPARTMENT: ENGINEERING
FUNCTION: PUBLIC WORKS

Business Unit	Object Account	Description	2018 Actual	2019 Actual	2020 Adopted Budget	2021 Requested Budget
0301	6102	F.T. REGULAR-WAGES & SALARIES	132,852	206,802	263,174	275,646
0301	6103	FULL TIME-REGULAR-OVERTIME	6,020	9,788	6,000	6,000
0301	6104	PART TIME-WAGES & SALARIES	12,784	-		
0301	6105	TEMPORARY-WAGES & SALARIES	10,046	11,915	29,120	29,120
0301	6106	OVERTIME-TEMPORARY	1,404	926		
0301	6108	SEVERANCE PAY	-	18,602		
0301	6121	PERA CONTRIBUTIONS	7,989	15,192	22,372	23,307
0301	6122	FICA/MEDICARE CONTRIBUTIONS	11,695	17,825	22,819	23,774
0301	6131	GROUP INSURANCE	19,753	36,693	44,806	46,353
0301	6133	WORKERS COMP INSURANCE PREMIUM	687	1,180	2,009	2,108
0301	6205	DRAFTING SUPPLIES	-	-	200	200
0301	6208	MISCELLANEOUS OFFICE SUPPLIES	1,706	2,755	1,500	2,000
0301	6223	GASOLINE	3,540	3,917	3,800	3,900
0301	6231	UNIFORMS & TURN-OUT GEAR	1,711	2,156	2,000	2,000
0301	6249	MISCELLANEOUS OPERATING SUPPLY	98	841	300	500
0301	6257	OTHER VEHICLE PARTS	1,436	893	500	500
0301	6281	SMALL TOOLS & MINOR EQUIPMENT	144	218	150	200
0301	6315	MISCELLANEOUS PROFESSIONAL SER	4,730	967	5,000	2,000
0301	6321	TELEPHONE	1,140	1,285	1,200	1,250
0301	6322	POSTAGE	980	2,298	2,500	1,000
0301	6323	CELLULAR PHONES	3,268	2,660	3,000	3,750
0301	6331	TRAVEL & LODGING	145	72	500	150
0301	6335	TRAINING	3,148	4,090	3,200	4,400
0301	6361	GENERAL LIABILITY/PROPERTY INS	2,593	4,415	3,500	4,500
0301	6405	OFFICE & DATA PROCESSING EQUIP	-	-	1,900	-
0301	6451	MEMBERSHIP DUES	1,239	732	1,250	1,045
0301	6471	BOOKS & PAMPHLETS	35	82	150	100
0301	6550	MOTOR VEHICLES	-	33,500		
Total Expenditure			**229,140**	**379,804**	**420,950**	**433,803**

PERSONNEL COMPLEMENT				
City Engineer	1.00	1.00	1.00	1.00
Engineering Tech IV	1.00	0.50	1.00	1.00
Engineering Tech II	1.00	1.00	1.00	1.00
Engineering Tech III	1.00	1.00	-	-
Civil Engineer IV	1.00	1.00	1.00	1.00
Civil Engineer II	-		1.00	1.00
Secretary (Moved to PW)	1.00	-	-	-
Administrative Assistant	-	0.50	1.00	1.00
Interns	1.00	1.00	1.00	1.00
eering Total	7.00	6.00	7.00	7.00

6550 Motor Vehicles				
Replace Veh #402	-	-	31,500	-

DESCRIPTION OF SERVICES:

The Engineering budget covers engineering functions not charged to specific projects. The City Engineer oversees all engineering including working with the Minnesota Department of Transportation, Anoka County, other cities and regulating agencies, maintaining mapping and GIS data, managing stormwater runoff, responding to citizen and staff requests, and general engineering functions.

BUDGET HIGHLIGHTS

- No Major Changes

GOALS OF CURRENT YEAR BUDGET:

- Continue assisting to implement a long-term funding program for the Pavement Management Program
- Continue researching grant funding opportunities for transportation and utility improvements
- Conduct CSAH 5/Nowthen Blvd. transportation corridor study and develop improvements program
- Conduct TH 47/St. Francis Blvd. transportation corridor study and develop improvements program
- Develop and plan for key infrastructure improvements (AUAR, utilities, transportation)
- Continue assisting to fund and implement Ramsey Gateway Highway 10 improvements
- Continue working to fund and implement a Groundwater Treatment Facility to reduce iron and manganese
- Identify and implement an improved pavement rating system

Performance Measurements:

	2018 Estimate	2019 Projected	2020 Projected	2021 Projected
Active Engineering Projects	12	12	11	13
Completed Engineering Projects	9	10	10	11
Infrastructure Asset Management System Upgrades	1		1	1

FUND GENERAL

DEPARTMENT: STREET MAINTENANCE
FUNCTION: PUBLIC WORKS

Business Unit	Object Account	Description	2018 Actual	2019 Actual	2020 Adopted Budget	2021 Requested Budget
0311	6102	F.T. REGULAR-WAGES & SALARIES	367,183	379,894	419,208	435,274
0311	6103	FULL TIME-REGULAR-OVERTIME	810	1,533	2,000	2,000
0311	6105	TEMPORARY-WAGES & SALARIES	2,888	9,361	13,200	13,200
0311	6108	SEVERANCE PAY	3,678	8,173		
0311	6121	PERA CONTRIBUTIONS	27,316	28,192	31,591	32,796
0311	6122	FICA/MEDICARE CONTRIBUTIONS	27,607	29,153	35,221	36,549
0311	6131	GROUP INSURANCE	67,425	84,200	103,795	95,882
0311	6133	WORKERS COMP INSURANCE PREMIUM	21,034	29,349	33,893	33,196
0311	6208	MISCELLANEOUS OFFICE SUPPLIES	97	622	300	400
0311	6221	CLEANING SUPPLIES	-	-		
0311	6223	GASOLINE	9,695	9,427	10,000	8,000
0311	6225	DIESEL FUEL	12,992	22,378	15,000	16,000
0311	6227	LUBRICANTS & ADDITIVES	3,072	5,296	4,000	4,000
0311	6229	SHOP MATERIALS	2,377	865	3,500	2,000
0311	6231	UNIFORMS & TURN-OUT GEAR	2,871	3,020	2,700	2,700
0311	6249	MISCELLANEOUS OPERATING SUPPLY	6,671	8,828	8,500	8,100
0311	6257	OTHER VEHICLE PARTS	22,718	30,149	25,000	25,000
0311	6259	BUILDING MAINT/REPAIR SUPPLIES	667	2,382	3,000	2,500
0311	6261	SAND & GRAVEL	-	-	1,000	1,000
0311	6265	ASPHALT	11,129	14,235	21,000	21,000
0311	6267	OTHER STREET MAINTENANCE SUPPL	418	1,577	2,000	2,000
0311	6269	LANDSCAPE MATERIALS	5,929	5,675	7,500	7,500
0311	6275	OTHER EQUIPMENT PARTS	-	-		
0311	6281	SMALL TOOLS & MINOR EQUIPMENT	15,199	16,043	15,000	15,000
0311	6315	MISCELLANEOUS PROFESSIONAL SER	16,855	28,019	24,000	22,000
0311	6321	TELEPHONE	1,042	1,052	1,100	1,100
0311	6322	POSTAGE	241	30	200	200
0311	6323	CELLULAR PHONES	3,394	3,767	3,500	3,500
0311	6335	TRAINING	5,088	3,636	4,500	4,100
0311	6361	GENERAL LIABILITY/PROPERTY INS	17,130	17,277	21,000	20,000
0311	6371	ELECTRIC UTILITIES	7,422	7,555	8,500	8,500
0311	6372	WATER/IRRIGATION	2,677	2,656	3,000	2,650
0311	6373	GAS	5,304	5,240	5,000	5,000
0311	6374	REFUSE/RECYCLING	3,912	2,167	2,800	2,800
0311	6381	BUILDING & STRUCTURE REPAIR	2,102	3,393	3,000	3,100
0311	6382	MACHINERY & EQUIPMENT REPAIR	6,704	4,820	5,000	5,000
0311	6387	TIRE MOUNTING & BALANCING	278	160	800	400
0311	6388	OTHER VEHICLE REPAIR	4,400	13,953	8,000	8,000
0311	6404	MACHINERY & EQUIPMENT	1,221	1,332	1,500	1,300
0311	6415	OTHER EQUIPMENT RENTAL	60,355	86,565	70,000	72,300
0311	6417	UNIFORM RENTAL	1,268	1,672	1,800	1,400
0311	6451	MEMBERSHIP DUES	245	353	400	400
0311	6488	STREET MAINTENANCE CONTRACT	467,265	237,483	500,000	500,000
0311	6489	OTHER CONTRACTED SERVICES	7,316	9,489	15,000	15,000
0311	6540	HEAVY MACHINERY	197,061	185,980		275,500
0311	6550	MOTOR VEHICLES	37,577	-		-
0311	6580	OTHER EQUIPMENT	14,032			276,500
Total Expenditure			**1,474,670**	**1,306,948**	**1,436,508**	**1,992,847**

PERSONNEL COMPLEMENT					
Public Works Superintendent		1.00	1.00	1.00	1.00
Secretary (Formerly under Engineering)		1.00	1.00	1.00	1.00
Heavy Equipment Operator		-	-	-	-
Mechanic		2.00	2.00	2.00	2.00
Streets Lead Worker		1.00	1.00	1.00	1.00
PW Maintenance Worker		4.00	5.00	5.00	5.00
Temporary - Streets		0.50	0.50	0.50	0.50
	Street Maintenance Total	9.50	10.50	10.50	10.50

6488/6489 Other Contracted Services				
Pavement Management Program Funding				300,000
Cracksealing/Sealcoating	237,483	237,483	500,000	200,000
Curb Repair/Tree Removal			15,000	15,000
	237,483	237,483	515,000	515,000

6540 - Heavy Machinery				
F350 truck with plow	197,061	-	-	212,500
1-Ton Truck	37,577	-	-	63,000
Sidewalk Machine		148,292	-	-
Tractor Backhoe ($84,000 total remainder utility funded)		37,688	-	-
Sidewalk Machine	-	-	-	-
	234,638	185,980	-	275,500

6550-Motor Vehicle				
	-	-	-	-

6580 - Other Equipment				
Sidewalk Machine	-	-	-	146,500
Trailer for skidsteer	-	-	-	11,500
Toolcat				57,500
Skidsteer	-	-	-	61,000
ATV Athletic Field Maintenance Machine	14,032	14,032	-	-
	14,032	14,032	-	276,500

DESCRIPTION OF SERVICES:

The Street Maintenance Department is responsible for maintaining city streets, sidewalks, traffic signs, boulevards, ROW mowing and the storm water collection system.

BUDGET HIGHLIGHTS

- Capital Equipment: All Replacements. See listing above: Total Capital: $578,000
  Replaces aged equipment from a 1998 Felling Trailer to a 2010 Chevy 1-ton truck
  See Capital Equipment List for 7 Capital items replaced

GOALS OF CURRENT YEAR BUDGET:

- Maintain and improve city's rating of 7.0 average of road condition
- Increase use of contracted services on pothole repair (velocity patching)
- Increase prevenative maintenace to prolong the life of our public streets
- Maintain our city vehicles and equipment to the highest level possible

Performance Measurements:

	2018 Actual	2019 Actual	2020 Projected	2021 Projected
Crack filling (miles)	7.95	21.5	7	
Sealcoating (miles)	7.5	0	0	0
Asphalt patching (tons)	150	532	500	

FUND GENERAL

DEPARTMENT: SNOW & ICE REMOVAL
FUNCTION: PUBLIC WORKS

Business Unit	Object Account	Description	2018 Actual	2019 Actual	2020 Adopted Budget	2021 Requested Budget
0312	6102	F.T. REGULAR-WAGES & SALARIES	94,947	111,161	99,095	103,730
0312	6103	FULL TIME-REGULAR-OVERTIME	15,820	27,433	10,000	10,000
0312	6105	TEMPORARY-WAGES & SALARIES	6,244	7,443	8,775	8,775
0312	6121	PERA CONTRIBUTIONS	7,911	10,547	8,182	8,530
0312	6122	FICA/MEDICARE CONTRIBUTIONS	8,476	11,416	9,017	9,371
0312	6133	WORKERS COMP INSURANCE PREMIUM	10,184	9,353	10,314	10,715
0312	6223	GASOLINE	-	-		
0312	6225	DIESEL FUEL	21,401	26,138	19,000	24,000
0312	6229	SHOP MATERIALS	211	57	500	200
0312	6251	BATTERIES	-	-		
0312	6257	OTHER VEHICLE PARTS	39,117	35,875	35,000	35,000
0312	6261	SAND & GRAVEL	2,355	4,726	3,000	3,000
0312	6263	SALT	72,544	97,334	94,200	78,528
0312	6267	OTHER STREET MAINTENANCE SUPPL	3,861	5,777	3,700	3,700
0312	6361	GENERAL LIABILITY/PROPERTY INS	2,750	3,553	3,500	3,800
0312	6388	OTHER VEHICLE REPAIR	15,410	9,491	15,000	15,000
0312	6489	OTHER CONTRACTED SERVICES	-	-		
Total Expenditure			**301,233**	**360,301**	**319,283**	**314,349**

DESCRIPTION OF SERVICES:

The Snow and Ice Removal budget provides for snow removal and for ice control on city streets, parking lots, and pathways.

BUDGET HIGHLIGHTS

No major changes. Staff time redistributed between streets, traffic engr & snow plowing

GOALS OF CURRENT YEAR BUDGET:

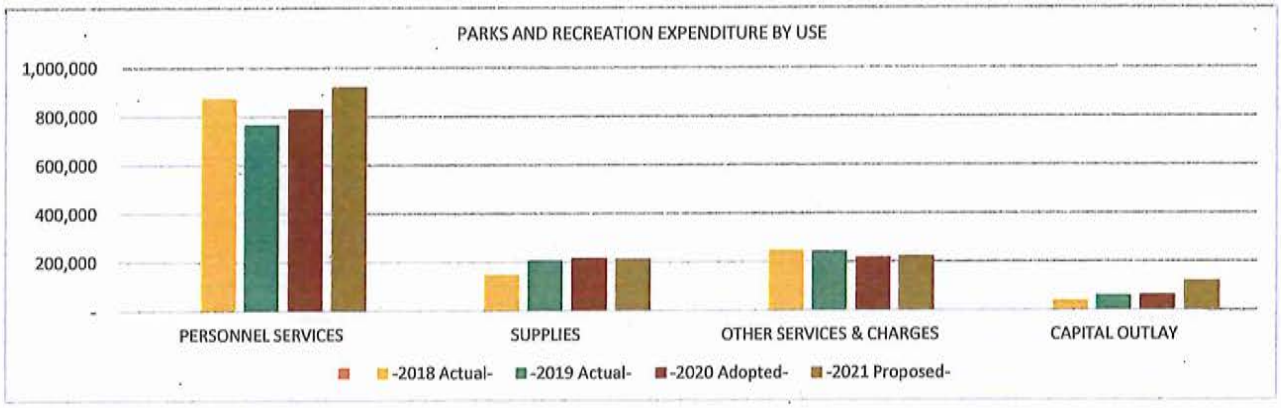
- Clearing of parking ramp utilizing PW Staff (full time, temp on call, & seasonal staff) See PUMA Budget
- Continue to monitor and reduce salt usage
- Continue to complete citywide plowing in 8 hours or less
- Upgrade weather service to MDSS (maintenance decision support software)
- Equip cul-de-sac trucks and sidewalk plowing equipment with AVL to track snow removal operations

Performance Measurements:

	2018 Estimate	2019 Actual	2020 Projected	2021 Projected
Miles of Streets Plowed	175	181.8	181.8	
Cul-de-sacs	275	283	283	
Salt/Sand Purchased (tons)	1200	1200	1200	
Snow Removal Hours	4000	5126	4000	
Full Scale Plowing Events	15.00	17.00	8 to 12	

PARKS AND RECREATION	452-461

EXPENDITURE BY OBJECT SUMMARY	-2018 Actual-	-2019 Actual-	-2020 Adopted-	-2021 Proposed-
PERSONNEL SERVICES	874,710	767,777	831,347	921,790
SUPPLIES	148,265	207,079	216,100	214,300
OTHER SERVICES & CHARGES	247,778	244,126	218,400	224,000
CAPITAL OUTLAY	40,660	60,911	64,000	121,200
TOTAL EXPENDITURE BY OBJECT	**1,311,412**	**1,279,893**	**1,329,847**	**1,481,290**



LINE ITEM DETAIL BY COST CENTER OR SUB-FUNCTION

PARKS AND RECREATION 452-461

EXPENDITURE BY OBJECT RECAP ALL SUB-FUNCTIONS	-2018 Actual-	-2019 Actual-	-2020 Adopted-	-2021 Proposed-
PERSONNEL SERVICES				
WAGES AND SALARIES				
6102 F.T. REGULAR-WAGES & SALARIES	597,252	516,077	532,244	589,508
6103 FULL TIME-REGULAR-OVERTIME	1,124	4,308	1,000	1,000
6105 TEMPORARY-WAGES & SALARIES	78,428	65,553	103,967	108,459
TOTAL WAGES AND SALARIES	**676,804**	**585,939**	**637,211**	**698,967**
EMPLOYER CONTRIBUTIONS				
6121 PERA CONTRIBUTIONS	45,997	40,860	41,245	45,671
6122 FICA/MEDICARE CONTRIBUTIONS	51,761	46,762	48,747	53,471
6131 GROUP INSURANCE	73,196	68,662	73,845	88,235
6133 WORKERS COMP INSURANCE PREMIUM	26,951	25,555	30,299	35,446
TOTAL EMPLOYER CONTRIBUTIONS	**197,905**	**181,839**	**194,136**	**222,823**
Total PERSONNEL SERVICES	**874,710**	**767,777**	**831,347**	**921,790**
SUPPLIES				
OFFICE SUPPLIES				
6208 MISCELLANEOUS OFFICE SUPPLIES	522	1,441	600	600
TOTAL OFFICE SUPPLIES	**522**	**1,441**	**600**	**600**
OPERATING SUPPLIES				
6223 GASOLINE	18,633	19,107	19,000	19,000
6225 DIESEL FUEL	5,237	4,500	7,000	7,000
6229 SHOP MATERIALS	773	654	2,000	2,000
6231 UNIFORMS & TURN-OUT GEAR	4,287	3,888	4,000	4,200
6249 MISCELLANEOUS OPERATING SUPPLY	22,014	35,821	30,000	30,000
TOTAL OPERATING SUPPLIES	**50,943**	**63,970**	**62,000**	**62,200**
REPAIR AND MAINTENANCE SUPPLIES				
6257 OTHER VEHICLE PARTS	15,348	17,698	16,000	17,000
6265 ASPHALT	41,931	93,441	100,000	95,000
6269 LANDSCAPE MATERIALS	22,531	19,297	20,000	22,000
6268 IRRIGATION SUPPLIES	15,111	9,317	15,000	15,000
TOTAL REPAIR AND MAINTENANCE SUPPLIES	**94,921**	**139,753**	**151,000**	**149,000**
SMALL TOOLS AND MINOR EQUIPMENT				
6281 SMALL TOOLS & MINOR EQUIPMENT	1,878	1,915	2,500	2,500
TOTAL SMALL TOOLS AND MINOR EQUIPMENT	**1,878**	**1,915**	**2,500**	**2,500**
Total SUPPLIES	**148,265**	**207,079**	**216,100**	**214,300**
OTHER SERVICES & CHARGES				
PROFESSIONAL SERVICES				
6315 MISCELLANEOUS PROFESSIONAL SER	55,401	31,522	35,000	33,000
TOTAL PROFESSIONAL SERVICES	**55,401**	**31,522**	**35,000**	**33,000**
COMMUNICATION				
6321 TELEPHONE	784	784	800	800
6322 POSTAGE	194	79	100	100
6323 CELLULAR PHONES	4,325	4,590	3,500	4,500
TOTAL COMMUNICATION	**5,303**	**5,453**	**4,400**	**5,400**

EMPLOYEE REIMBURSEMENTS					
6331	TRAVEL & LODGING	356		-	-
6334	MILEAGE REIMBURSEMENT	294		-	-
6335	TRAINING	844	2,914	2,500	2,500
TOTAL EMPLOYEE REIMBURSEMENTS		**1,494**	**2,914**	**2,500**	**2,500**
ADVERTISING AND PUBLISHING					
6352	GENERAL NOTICE & PUBLIC INFOR	-	-	-	-
TOTAL ADVERTISING AND PUBLISHING		**-**	**-**	**-**	**-**
INSURANCE					
6361	GENERAL LIABILITY/PROPERTY INS	14,308	15,364	15,000	16,500
TOTAL INSURANCE		**14,308**	**15,364**	**15,000**	**16,500**
UTILITIES					
6371	ELECTRIC UTILITIES	24,672	22,301	24,000	24,500
6372	WATER/IRRIGATION	9,060	6,095	11,000	10,000
6373	GAS	3,902	3,514	4,000	4,000
6374	REFUSE/RECYCLING	3,812	4,739	3,800	3,900
TOTAL UTILITIES		**41,445**	**36,648**	**42,800**	**42,400**
REPAIRS AND MAINTENANCE - LABOR					
6381	BUILDING & STRUCTURE REPAIR	19,176	8,793	21,000	21,000
6382	MACHINERY & EQUIPMENT REPAIR	3,612	12,601	5,000	5,000
6388	OTHER VEHICLE REPAIR	4,470	6,429	4,500	5,000
TOTAL REPAIRS AND MAINTENANCE - LABOR		**27,259**	**27,823**	**30,500**	**31,000**
RENTALS					
6415	OTHER EQUIPMENT RENTAL	1,515	1,568	2,000	2,000
6416	MACHINERY RENTAL	-	275	300	300
6417	UNIFORM RENTAL	263	276	400	400
TOTAL RENTALS		**1,777**	**2,119**	**2,700**	**2,700**
DUES, SUBSCRIPTIONS, AND REGISTRATION FEES					
6451	MEMBERSHIP DUES	1,185	300	500	500
TOTAL DUES, SUBSCRIPTIONS, AND REGISTRATION FEES		**1,185**	**300**	**500**	**500**
CONTRACTED SERVICES					
6489	OTHER CONTRACTED SERVICES	99,607	121,982	85,000	90,000
TOTAL CONTRACTED SERVICES		**99,607**	**121,982**	**85,000**	**90,000**
Total OTHER SERVICES & CHARGES		**247,778**	**244,126**	**218,400**	**224,000**
CAPITAL OUTLAY					
CAPITAL OUTLAY					
6540	HEAVY MACHINERY	23,362	-	33,000	-
6550	VEHICLES	-	-	-	-
6580	OTHER EQUIPMENT	17,298	60,911	31,000	121,200
TOTAL CAPITAL OUTLAY		**40,660**	**60,911**	**64,000**	**121,200**
Total CAPITAL OUTLAY		**40,660**	**60,911**	**64,000**	**121,200**
TOTAL EXPENDITURES & OTHER FINANCING		**1,311,412**	**1,279,893**	**1,329,847**	**1,481,290**

FUND GENERAL

DEPARTMENT: PARK & RECREATION
FUNCTION: PARKS AND RECREATION

Business Unit	Object Account	Description	2018 Actual	2019 Actual	2020 Adopted Budget	2021 Requested Budget
0452	6102	F.T. REGULAR-WAGES & SALARIES	531,530	516,077	532,244	589,508
0452	6103	FULL TIME-REGULAR-OVERTIME	1,124	4,308	1,000	1,000
0452	6104	PART TIME-WAGES & SALARIES	1,550	23,517		24,819
0452	6105	TEMPORARY-WAGES & SALARIES	78,428	65,553	103,967	83,640
0452	6121	PERA CONTRIBUTIONS	40,833	40,860	41,245	45,671
0452	6122	FICA/MEDICARE CONTRIBUTIONS	46,849	46,762	48,747	53,471
0452	6131	GROUP INSURANCE	68,971	68,662	73,845	88,235
0452	6133	WORKERS COMP INSURANCE PREMIUM	26,663	25,555	30,299	35,446
0452	6208	MISCELLANEOUS OFFICE SUPPLIES	501	1,441	600	600
0452	6223	GASOLINE	18,633	19,107	19,000	19,000
0452	6225	DIESEL FUEL	5,237	4,500	7,000	7,000
0452	6229	SHOP MATERIALS	773	654	2,000	2,000
0452	6231	UNIFORMS & TURN-OUT GEAR	4,287	3,888	4,000	4,200
0452	6249	MISCELLANEOUS OPERATING SUPPLY	22,014	35,821	30,000	30,000
0452	6257	OTHER VEHICLE PARTS	15,348	17,698	16,000	17,000
0452	6265	ASPHALT	41,931	93,441	100,000	95,000
0452	6268	IRRIGATION SUPPLIES	15,111	9,317	15,000	15,000
0452	6269	LANDSCAPE MATERIALS	22,531	19,297	20,000	22,000
0452	6281	SMALL TOOLS & MINOR EQUIPMENT	1,878	1,915	2,500	2,500
0452	6315	MISCELLANEOUS PROFESSIONAL SER	55,401	31,522	35,000	33,000
0452	6321	TELEPHONE	784	784	800	800
0452	6322	POSTAGE	194	79	100	100
0452	6323	CELLULAR PHONES	4,325	4,590	3,500	4,500
0452	6335	TRAINING	528	2,914	2,500	2,500
0452	6361	GENERAL LIABILITY/PROPERTY INS	14,308	15,364	15,000	16,500
0452	6371	ELECTRIC UTILITIES	24,672	22,301	24,000	24,500
0452	6372	WATER/IRRIGATION	9,060	6,095	11,000	10,000
0452	6373	GAS	3,902	3,514	4,000	4,000
0452	6374	REFUSE/RECYCLING	3,812	4,739	3,800	3,900
0452	6381	BUILDING & STRUCTURE REPAIR	19,176	8,793	21,000	21,000
0452	6382	MACHINERY & EQUIPMENT REPAIR	3,612	12,601	5,000	5,000
0452	6388	OTHER VEHICLE REPAIR	4,470	6,429	4,500	5,000
0452	6415	OTHER EQUIPMENT RENTAL	1,515	1,568	2,000	2,000
0452	6416	MACHINERY RENTAL	-	275	300	300
0452	6417	UNIFORM RENTAL	263	276	400	400
0452	6451	MEMBERSHIP DUES	280	300	500	500
0452	6489	OTHER CONTRACTED SERVICES	89,607	101,982	85,000	90,000
0452	6540	HEAVY MACHINERY	23,362	-	33,000	
0452	6550	MOTOR VEHICLES	71,788	-		-
0452	6580	OTHER EQUIPMENT	17,298	60,911	31,000	121,200
Total Expenditure			**1,292,547**	**1,283,410**	**1,329,847**	**1,481,290**

PERSONNEL COMPLEMENT				
Park Maintenance Worker	5.00	4.00	4.00	5.00
Utilities Maintenance Worker (Enterprise Funded)	3.00	3.00	3.00	3.00
Utilities Supervisor (Enterprise Funded)	1.00	1.00	1.00	1.00
Parks/Assistant PW Superintendent	1.00	1.00	1.00	1.00
Park Supervisor	1.00	1.00	1.00	1.00
Parks Lead Worker	-	1.00	1.00	1.00
Recreation Specialist	-	0.50	0.50	0.50
Temporary - Parks	3.62	3.62	3.62	3.62
Parks Intern	0.34	0.34	-	-
	14.96	15.46	15.12	16.12

6540/6550 Heavy Machinery				
3/4 ton 4/4 Truck			33,000	-
3/4 Ton 4/4 Truck with plow equipment	36,580	-	-	-
1-ton truck with plow equipment	58,570	-	-	-
	95,150	-	33,000	-

6580 Other Equipment				
ATV Athletic Field Maintenance Machine	17,298	-	-	-
Kubota Tractor Attachment			31,000	-
Large Area Mower			-	92,000
John Deere Mower				20,000
Bison Trailer				9,200
3-Zero-Turn Mowers	-	21,338	-	
Chipper		33,800	-	
	17,298	55,138	31,000	121,200

DESCRIPTION OF SERVICES:

The Park and Recreation Department is responsible for the maintenance of all city parks and facilities. These parks and facilities include playgrounds, shelters, ballfields,trails, public grounds and streetscapes.

BUDGET HIGHLIGHTS

- Full-Time Parks Maintenance Worker - Start March 1, 2021: $63,428
- Capital Equipment: Replace 2007 Chevy 1/2 ton Pickup - $27,000
- Capital Equipment: Replace 2006 Bison Trailer - $9,200
- Capital Equipment: Replace 2001 John Deere Tractor - $20,000
- Capital Equipment: Replace 2013 Toro Large Area Mower - $92,000

GOALS OF CURRENT YEAR BUDGET:

- Begin implementation of new trail maintenance policy developed in 2015
- Continue to coordinate trail, sidewalk, parking lot and rink snow removal with city-wide snow plowing for
- Continue to work year-round with the athletic associations in the provision of youth recreation
- Complete a citizen survey to identify community need for recreation programming
- Following the conclusion of the 2018 comprehensive plan update and master park planning endeavor begin implementing the park and trail plan objectives
- Continue organizing a Master Park and Trail Plan, including cost estimates for the emerging future vison

Performance Measurements:				
	2018 Estimate	2019 Projected	2020 Projected	2021 Projected
Number of City Parks	23	23	23	26

Number of Athletic Fields Maintained	42	42	42	42
Number of Playgrounds Maintained	17	17	17	17
Miles of Trails Maintained	41	70	70	70
Total Acreage Mowed	150.11	150.11	150.11	150.11

FUND GENERAL

DEPARTMENT: COMMUNITY PROGRAMS
FUNCTION: PARKS AND RECREATION

Business Unit	Object Account	Description	2018 Actual	2019 Actual	2020 Adopted Budget	2021 Requested Budget
0455	6489	OTHER CONTRACTED SERVICES	10,000	20,000		
Total Expenditure			**10,000**	**20,000**	-	-

6489 Other Contracted Services				
Alexandra House (Gambling Funds)	-	10,000	-	-
Family Promise Donation	-	-	-	-
Ramsey Foundation - Draw Park Events (Gambling Funds)	5,000	10,000	-	-
	5,000	20,000	-	-

DESCRIPTION OF SERVICES:

The Community Programs budget provides funding for those organizations that provide programs and support to Ramsey residents in need.

BUDGET HIGHLIGHTS

- Funding For Alexandra House and Draw Park Events Funded via Gambling Fund

GOALS OF CURRENT YEAR BUDGET:

- Increase citizens knowledge of programs offered

Performance Measurements:

	2018 Estimate	2019 Projected	2020 Projected	2021 Projected
Average Number of People at Concert Events at Draw	300	500	500	
Number of Services Provided - Alexandra House	1648	1680	1680	

FUND GENERAL

DEPARTMENT: ENVIRONMENTAL SERVICES
FUNCTION: PARKS AND RECREATION

DON'T USE

Business Unit	Object Account	Description	2015 Actual	2016 Actual	2017 Adopted Budget
0461	6102	F.T. REGULAR-WAGES & SALARIES	65,722	62,603	
0461	6121	PERA CONTRIBUTIONS	5,164	4,587	
0461	6122	FICA/MEDICARE CONTRIBUTIONS	4,912	4,381	
0461	6131	GROUP INSURANCE	4,225	4,379	
0461	6133	WORKERS COMP INSURANCE PREMIUM	288	276	
0461	6208	MISCELLANEOUS OFFICE SUPPLIES	21	12	
0461	6231	UNIFORMS & TURN-OUT GEAR	-	-	
0461	6249	MISCELLANEOUS OPERATING SUPPLY	-	140	
0461	6281	SMALL TOOLS & MINOR EQUIPMENT	-	-	
0461	6315	MISCELLANEOUS PROFESSIONAL SER	-	182	
0461	6321	TELEPHONE	-	-	
0461	6322	POSTAGE	-	-	
0461	6331	TRAVEL & LODGING	356	212	
0461	6334	MILEAGE REIMBURSEMENT	294	29	
0461	6335	TRAINING	316	565	
0461	6352	GENERAL NOTICE & PUBLIC INFOR	-	-	
0461	6361	GENERAL LIABILITY/PROPERTY INS	919	-	
0461	6451	MEMBERSHIP DUES	905	776	
Total Expenditure			**83,122**	**78,142**	

DESCRIPTION OF SERVICES:

The Environmental Services Department is responsible for promoting environmental awareness and conservation practice by citizens by advising the City Council on policy issues, review of new development proposals, communication and education.

GOALS OF CURRENT YEAR BUDGET:

- Assist in development review process related to natural resources.
- Complete update to natural resource component of the Comprehensive Plan.
- Complete communication plan for water resources.
- Improve review process for avoiding wetland impacts.
-
-

FUND GENERAL

DEPARTMENT: EXPENDITURE RESERVE
FUNCTION: MISCELLANEOUS/CONTINGENCY

Business Unit	Object Account	Description	2018 Actual	2019 Actual	2020 Adopted Budget	2021 Requested Budget
0892	6105	TEMPORARY-WAGES & SALARIES	-	-	10,000	59,000
0892	6315	MISCELLANEOUS PROFESSIONAL SER	-	-	**5,000**	**15,000**
0892	6603	OTHER L.T. OBLIGATION PRINCIPA	61,853	61,853		
0892	6820	OPERATING TRANSFERS TO OTHER F	643,832	575,817	106,373	106,373
Total Expenditure			**705,685**	**637,670**	**121,373**	**180,373**

6105 Temporary Wages & Salaries				
Contingency for Negotiations	-	-	-	59,000
Presidential Primary Election	-	-	10,000	15,000
Health Insurance Increases	-	-	-	-
	-	-	10,000	74,000
6603/6820 Principal & Transfers				
PW Campus (Sewer Fund)	-	-	-	40,000
Bury Carlson Internal Loan (PIR Fund)*	-	44,520	44,520	44,520
Minicipal Center debt transfer interfund	61,853	61,853	61,853	61,853
	61,853	106,373	106,373	146,373
*Coded directly against property tax when collected				
6820 Transfers to Other Funds				
Excess Revenue Transfer	643,832	575,817	-	-
	-	-	-	-
	643,832	575,817	-	-

DESCRIPTION OF SERVICES:

The Contingency budget is to be used for unforeseen expenditures or for anticipated expenditures of uncertain amounts.

BUDGET HIGHLIGHTS

- No Major Changes

GOALS OF CURRENT YEAR BUDGET:

- Minimize unbudgeted/unallocated expenses

FUND ECONOMIC DEVELOPMENT AUTHORITY

Business Unit	Object Account	Description	2018 Actual	2019 Actual	2020 Adopted Budget	2021 Requested Budget
9230	4011	CURRENT-AD VALOREM TAXES	84,583	85,062	91,413	75,360
9230	4012	DELINQUENT-AD VALOREM TAXES	919	434		
9230	4014	FISCAL DISPARITIES	18,824	14,360		
9230	4273	OTHER STATE GRANTS & AIDS	-	-		
9230	4609	OTHER MISCELLANEOUS REVENUES	3,816	46,972		
9230	4701	INTEREST ON INVESTMENTS	16,059	35,028	7,500	10,000
9230	4901	TRANSFER IN FROM OTHER FUNDS	-	-		
Total Revenue			**124,202**	**181,856**	**98,913**	**85,360**

Business Unit	Object Account	Description	2018 Actual	2019 Actual	2020 Adopted Budget	2021 Requested Budget
9230	6102	F.T. REGULAR-WAGES & SALARIES	-	-		
9230	6105	TEMPORARY-WAGES & SALARIES	1,435	840	2,000	1,500
9230	6121	PERA CONTRIBUTIONS	-	-		
9230	6122	FICA/MEDICARE CONTRIBUTIONS	120	64	153	100
9230	6131	GROUP INSURANCE	-	-		
9230	6133	WORKERS COMP INSURANCE PREMIUM	7	4	10	10
9230	6246	MARKETING	4,150	22,027	30,000	30,000
9230	6249	MISCELLANEOUS OPERATING SUPPLY	15,261	10,771	19,000	19,000
9230	6304	LEGAL FEES	-	-		
9230	6315	MISCELLANEOUS PROFESSIONAL SER	27,889	20,999	43,000	30,000
9230	6322	POSTAGE	-	-		
9230	6323	CELLULAR PHONES	-	-		
9230	6331	TRAVEL & LODGING	347	850	1,000	1,000
9230	6335	TRAINING	511	2,048	1,000	1,000
9230	6361	GENERAL LIABILITY/PROPERTY INS	511	590	750	750
9230	6371	ELECTRIC UTILITIES	-	-		
9230	6439	OTHER MISCELLANEOUS	-	-		
9230	6451	MEMBERSHIP DUES	1,370	1,437	2,000	2,000
9230	6452	SUBSCRIPTIONS	-	-	-	-
Total Expenditure			**51,601**	**59,630**	**98,913**	**85,360**

DESCRIPTION OF SERVICES:

The primary objective of the Economic Development Authority is to aid, assist and promote the growth and expansion of commercial, retail and industrial development in the City of Ramsey.

GOALS OF CURRENT YEAR BUDGET:

Enhance Business Retention and Expansion Program
Increase number of jobs
Increase retail base
Reduce the amount of land owned by City for development

		2016	2017	2018	2019
Sale of ALL City owned land (acres)		32.87	3	8	3
Employment		6521	6,758	6900	7,100
Unemployment Rates		3.5%	3.10%	3.5%	3.50%

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #20-291

RESOLUTION ADOPTING THE 2020, PAYABLE 2021, MUNICIPAL TAX LEVY

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

1) That the following levies for assessed 2020, payable 2021, be levied upon the taxable property in said City of Ramsey, Anoka County, State of Minnesota for the following purposes:

GENERAL LEVY		
Fund 101: General Fund - General Operations		
Fiscal Disparity Transfer (as certified)	$ 1,918,508	
Collected as Property Tax – EDA Levy	75,360	
Collected as Property Tax – General Levy	9,236,340	$ 11,230,208
DEBT SERVICE LEVY		
2015 CIP Bonds: Fire Station #2	190,933	
2012 CIP Bond – Municipal Center	814,713	
2013 Equipment Certificates	74,366	
2015 GO Road Improvement Bonds	114,563	
2014 Equipment Certificates	103,157	
2016 GO Road Improvement Bond	150,490	
2017 GO Road Improvement Bonds	96,768	
2018 GO Road Improvement Bonds	112,637	
2020 CIP Bond: Public Works Campus	121,973	
		$1,779,600
TOTAL CERTIFIED LEVIES		$ 13,009,808

2) That this final levy does not exceed the Proposed Levy adopted September 22, 2020.

3) That the City of Ramsey will not be levying the $335,740 related to the $3,090,000 GO Refunding Bond, Series 2011B, as per Joint Powers Agreement with Anoka County. Anoka County is required to pay directly to the City, this debt service amount.

4) That the City of Ramsey will not be levying the total $1,235,863 (105% of debt service) related to the GO Capital Improvement Plan Refunding Bonds for the Municipal Center. The City will levy at $814,713.

5) That the City of Ramsey will not be levying the total $283,933 related to the $3,880,000 GO Capital Improvement Plan Bonds for Fire Station II. The City will levy $190,933.

6) That the City of Ramsey will not be levying the total $235,051 related to the proposed issuance of 2020 Capital Improvement Plan Bonds for the Construction of the Public Works Campus (Total number will change when debt is finalized). The City will levy $121,973 which is 105% of the actual debt service of the GO CIP Bonds sold on December 8, 2020.

7) That the Finance Director be directed to transmit a certified copy of this resolution to the Anoka County Auditor's Office on or before Thursday, December 31, 2020.

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

and the following voted against the same:

and the following abstained:

and the following were absent:

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 8th day of December, 2020.

_____
Mayor

ATTEST:

_____
City Clerk

CC Regular Session **7. 1.**

Meeting Date: 12/08/2020

By: Diana Lund, Finance

Information

Title:

Adopt Resolution #20-297 Providing for the Issuance and Sale of $9.065M General Obligation Capital Improvement Plan Bonds, Series 2020A and Levying a tax for the Payment Thereof

Purpose/Background:

Purpose: To provide a funding mechanism for the construction of the Public Works Campus.

Background: In 2003, the Minnesota State Legislature adopted a statute known as the "CIP Act" that allows cities to issue municipal bonds under a capital improvement plan without the usual referendum requirement (CIP bonds are subject to a reverse referendum). Whereby, if a petition (filed with the City Clerk) is signed by voters equal to at least five percent of the votes cast in the City in the last general election within 30 days after the public hearing regarding the bonds (October 27, 2020), the bonds may not be issued unless approved by the voters. No petition was filed by the November 26, 2020 deadline. The "CIP Act" applies to capital improvements consisting of city halls, public works and public safety facilities. The City used the CIP bonding method when it refinanced its Fire Station #1 bonds in 2004, refinanced the Municipal Center debt in 2012 and financed Fire Station #2 in 2015.

The Public Works Campus project has been included in the city's regular Capital Improvement Plan (CIP) since 2006 with its funding source listed as the issuance of CIP debt (General Obligation debt) and several other sources noted under funding below. IIf the CIP calls for funding of the project to be provided by the issuance of General Obligation bonds, additional procedures must be followed: Council must hold a public hearing regarding the issuance of the bonds and the CIP bonded project -Public Works Campus. When a city issues GO CIP debt, they are required to have what is termed a five-year CIP adopted as part of this process that outlines the project to be funded. The five year CIP was adopted at the City Council meeting of October 27, 2020. The CIP Plan for Years 2020 through 2024 that was adopted October 27th is different from the City's entire 2020-2029 CIP document that was adopted in December 2020. The City's entire CIP includes all projects within the city: Buildings, Water, Sewer, Streets, that are proposed to be constructed over the 10-year time frame whereas the Five-Year CIP related to the GO CIP bonding has to include a special narration outlining **only those projects** that are to be funded via CIP debt.

At is regular meeting of October 27, 2020 City Council passed resolution #20-253 authorizing the issuance of GO Capital Improvement Plan Bonds for the Public Works Campus in an amount not to exceed $10,000,000 (as outlined in the Five-Year) with a scheduled sale date of December 8, 2020.

Stacie Kvilvang from Ehler's and Associates, the city's financial consultant, will present the bid results on the night of December 8, 2020, as the GO Capital Improvement Plan Bonds will be bid on earlier that morning by prospective bond buyers. The total bonded sale request is for $9,065,000 which is reduction of $870,000 from the original request on October 27 due to a significant reduction in construction costs than was previously estimated. There is a great possibility that this bond will be sold at a premium as is being dictated by current market conditions. If sold at a premium, the principal amount of debt will be reduced. As noted in the levy adoption that will be held previous to this agenda item, if the bond is sold at a premium, the respective debt service levy will be reduced.

Notification:

Ehler's and Associates, the city's financial consultant, prepared a Five-Year Capital Improvement Plan (for GO CIP Bonding Projects only) for the years 2020-2024 which outlines the CIP planning process that is a requirement of the "CIP Act" and a GO CIP Bond Issuance**estimate** in the amount of $9,065,000. The GO CIP bond issue would cover approximately 52% of the principal costs of the public works campus and underwriting and issuance costs. The debt would be for a 20-year time frame with an estimated annual debt service levy of approximately $170,336 for the first 10 years and then approximately $1,053,000 starting in year 2032-2041 when the Municipal Center Debt will have retired..

Observations/Alternatives:

Alternative #1: Motion to Adopt Resolution #20-297 authorizing approval of the sale of $9,065,000 of GO Capital Improvement Plan Bonds, Series 2020A.

Alternative #2: Motion to not adopt Resolution #20-297 which would be rejecting the bids of the bond sale

Funding Source:

The Public Works Campus is proposed to be funded with the following:
Water Utility Fund: $2,736,000
Sewer Utility Fund: $2,736,000
Street Light Utility Fund: $ 250,000
Storm Utility Fund $ 500,000
Landfill Fund $1,200,000
Facility Fund $1,000,000
CIP Bond $9,065,000

Recommendation:

Staff recommends alternative #1 as bonding was one of the recommended funding sources since 2006 in its Capital Improvement Plan (CIP) for the Public Works Campus and after much discussion with City Council in regards to the desired bonding amount.

Action:

Motion to Adopt Resolution #20-297 Providing for the Issuance and Sale of $9,065,000 General Obligation Capital Improvement Plan Bonds, Series 2020 and Levying a tax for the Payment.

Attachments

2020-2024 CIP
$9,065,000 Bond Issuance Estimate
Reso #20-297 Approve Sale of Debt
S&P Rating Report

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	12/03/2020 12:09 PM
Form Started By: Diana Lund		Started On: 12/01/2020 01:36 PM
Final Approval Date: 12/03/2020		

October 27, 2020

FIVE – YEAR CAPITAL IMPROVEMENT PLAN FOR
ISSUANCE OF GENERAL OBLIGATION CIP BONDS:

City of Ramsey, MN

2020 - 2024

EHLERS
PUBLIC FINANCE ADVISORS

Prepared by:

Ehlers
3060 Centre Pointe Drive
Roseville, Minnesota 55113

BUILDING COMMUNITIES. IT'S WHAT WE DO.

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	APPENDIX B: PROPOSED CIP BOND ISSUE	10

I. INTRODUCTION

In 2003, the Minnesota State Legislature adopted a statute (Section 475.521, referred to herein as the "CIP Act") that allows cities to issue municipal bonds under a capital improvement plan without a referendum requirement (except for the so-called "reverse referendum" described below). The CIP Act applies to specific capital improvements for the purposes of city halls, public works, and public safety facilities. The 2005 Legislature added towns to the meaning of a municipality, as well as libraries and town halls to the meaning of a capital improvement under the CIP Act.

Throughout this plan, the term "Capital Improvement" refers only to those improvements identified in the CIP Act, as summarized above. Capital expenditures for other public improvements in the City will be financed through other means identified in the City's annual budgeting process and are not governed by this plan.

II. PURPOSE

A Capital Improvement as defined in the CIP Act is a major expenditure of municipal funds for the acquisition or betterment to public lands, buildings, or other improvements used as a city hall, town hall, library, public safety, or public works facility, any of which have a useful life of 5 years or more. For the purposes of the CIP Act, Capital Improvements do not include light rail transit or related activities, parks, road/bridges, administrative buildings other than a city or town hall, or land for those facilities. A Capital Improvement Plan ("CIP"), as identified by the CIP Act is a document designed to anticipate Capital Improvement expenditures over at least a five-year period so that they may be acquired, constructed and/or installed in a cost-effective and efficient manner. The CIP must set forth the estimated schedule, timing, and details of specific Capital Improvements by year, together with the estimated cost, need for improvement, and sources of revenue to pay for the improvement.

The City of Ramsey, Minnesota (the "City") believes the capital improvement process is an important element of responsible fiscal management and engages in adoption of an updated 5-year plan for city-wide capital expenditures annually as part of its budgeting process. Major capital expenditures can be anticipated and coordinated so as to minimize potentially adverse financial impacts caused by the timing and magnitude of capital outlays. As potential expenditures are reviewed, the municipality considers the benefits, costs, alternatives and impact on operating expenditures. This coordination of capital expenditures is important to the City in achieving its goals of adequate physical assets and sound fiscal management. To offset financially difficult times, good planning is essential for the wise use of limited financial resources.

III. PLANNING PROCESS

The City Council annually reviews its capital expenditures according to their priority, fiscal impact, and available funding as part of its budgeting process. The City assembles the specific capital expenditures to be undertaken within the next five years. The City Council prepares a plan based on the available funding sources. From this information, a preliminary plan is prepared for public discussion from citizens and other governmental units. Changes are made based on that input, and a final plan is established.

Over the life of the plan, once the funding becomes available the specific capital expenditures can be made as part of individual project approvals. In subsequent years, the process is repeated as expenditures are completed and new needs arise.

If the plan calls for general obligation bonds to finance certain Capital Improvements (referred to herein as "CIP Bonds"), the City Council must follow an additional set of procedures. The City may adopt a CIP specifically for those Capital Improvements and address various factors identified within the CIP Act. This CIP is designed to supplement the City's established process. The Council must hold a public hearing regarding issuance of the CIP Bonds to obtain public comment on the matter. Notice of such hearing must be published in the official newspaper of the municipality at least 14, but not more than 28 days prior to the date of the public hearing. In addition, the notice may be posted on the City's official web site.

The Council must approve the sale of CIP Bonds by a 3/5ths vote of its membership. However, issuance of CIP Bonds is also subject to reverse referendum: if a petition is signed by voters equal to at least five percent of the votes cast in the City in last general election and is filed with the City Clerk within 30 days after the public hearing regarding the CIP Bonds, the CIP Bonds may not be issued unless approved by a majority of voters voting on the question of issuing the obligations. Further, the maximum debt service in any year on all outstanding CIP Bonds is 0.16% of the estimated market value of property in the city, using the market value for the taxes-payable year in which the bonds are issued.

After the CIP has been approved and general obligation bonds have been authorized, the City works with its municipal advisor to prepare a bond sale and repayment schedule. Assuming no petition for a referendum is filed, the bonds are sold, and when proceeds from the sale of the bonds (and any other identified revenue sources) become available, prior qualifying expenditures for specified Capital Improvements can be reimbursed and new expenditures made.

IV. PROJECT SUMMARY

The expenditures to be undertaken with this CIP for the years 2020 to 2024 are limited to those listed in Appendix A. All other foreseeable capital expenditures within the City will come through other means as identified within the City's annual budgeting process.

CIP Factors

The CIP Act requires the City Council to consider eight factors in preparing the CIP and authorizing general obligation bonds:

1. Condition of the City's existing infrastructure, including projected need for repair or replacement.
2. Likely demand for the improvement(s).
3. Estimated cost of the improvement(s).
4. Available public resources.
5. Level of overlapping debt in the City.
6. Relative benefits and costs of alternative uses of funds.
7. Operating costs of the proposed improvement(s).

8. Alternatives for providing services most efficiently through shared facilities with other cities or local governments.

The City has considered the eight points as they relate to the projects identified in Appendix A and more thoroughly defined below through the issuance of CIP Bonds. The findings are as follows:

Conditions of City Infrastructure and Need for the Project

The existing Public Works facility is housed in three (3) separate buildings and a temporary construction trailer for office space. The existing buildings are over 40 years old, are not energy efficient, do not provide for a safe working environment for staff, are inefficient and do not provide adequate vehicle storage space.

The space limitations and a desire for increased operational efficiencies drive the need for this project in the City. Renovation and/or expansion on the existing site doesn't make sense due to the need for more space.

Demand for the Project

A new facility is needed to provide a safe work environment, better layout for more efficient workflow and indoor storage to maintain fleet quality and reduce maintenance expenses on vehicles.

Estimated Cost of the Project

The project is preliminarily estimated to cost up to $20,000,000 inclusive of construction and soft costs. Construction contracts were awarded on September 8, 2020 for the first bid package and the 2nd bid package is anticipated to be awarded on November 10, 2020. The final bonding amount, not to exceed $10,000,000, will be subject to City Council approval of contracts for the project.

Availability of Public Resources

The City has identified a portion of the project is to be funded by general obligation bond proceeds and supplemented by other available capital resources on hand. Given the size of the project, debt is necessary to provide for the costs and preserve necessary operating resources for the City.

Level of Overlapping Debt

Taxing District	Taxable Net Tax Capacity	% in City	Total G.O. Debt	City's Share
Anoka County	$428,393,476	7.35%	$59,945,000	$4,408,475
I.S.D. No. 11 (Anoka - Hennepin)	285,890,418	9.88%	258,745,000	25,565,558
I.S.D. No. 728 (Elk River)	93,894,622	3.47%	303,850,000	10,540,557
Metropolitan Council	4,576,187,142	0.69%	230,225,000	1,585,099
			City's Total Share of Overlapping Debt	**$42,099,689**

Relative Costs and Benefits of Alternative Uses of the Funds

There are no significant alternatives for funds designated for this project. The City purchased the new site for the public works facility in 2008 in anticipation of having a larger site that could accommodate a new facility, along with required storage for vehicles and other operational needs. The City is also dedicated other City funds to the project (approximately $10 million), to reduce the need for issuing bonds.

Operating Costs of the Proposed Improvements

The City doesn't anticipate any operational cost savings from the new facility as it will be larger than the existing buildings combined but expects efficiencies in operations from having all staff housed in one facility and having room on site for equipment and storage.

Moving forward with a full-scale replacement facility will provide the space and functionality necessary to sustain public works operations for the next 30 to 50 years. Significant repairs to the new structure would not be necessary for several decades. In addition, new shelter for essential vehicles and equipment will reduce repair and replacement costs. The replacement facility will be a safer and healthier place for staff to work, with a thoughtful design that reduces exposures to toxins.

Options for Shared Facilities with Other Cities or Local Government

Sharing a Public Works Facility with another community is not an option since they would not have adequate facility space to accommodate the City's fleet of vehicles or staff.

V. FINANCING

The total amount of requested expenditures under this CIP is up to $20,000,000. If these expenditures are to be funded, that amount of money is anticipated to be generated through a combination of capital funds and the sale of general obligation capital improvement plan bonds within the identified five-year period. The anticipated bond sizing is based upon funding the estimated construction and soft costs identified for the project, plus estimated issuance costs and contingency. Principal and interest on the CIP Bonds will be paid through a tax levy and current estimates of size and repayment of the CIP Bonds under consideration is shown in Appendix B.

In financing the CIP, two significant statutory limitations apply:

1. Under Chapter 475, with few exceptions, cities cannot incur debt in excess of 3% of the assessor's estimated market value (EMV) for the city. As noted in the table below, the City's debt subject to this requirement, including the proposed CIP Bonds, is within the required threshold:

Net Debt Limit	
Assessor's Estimated Market Value	1,650,987,200
Multiply by 3%	0.03
Statutory Debt Limit	49,529,616
Less: Debt Paid Solely from Taxes	(16,200,000)
Less: Proposed Bond Issue(s)	(9,935,000)
Unused Debt Limit	23,394,616

2. A separate limitation under the CIP Act is that, without referendum, the total amount of principal and interest in any single year payable on all CIP Bonds issued by the City cannot exceed 0.16% of the total estimated market value in the municipality. In the City, that maximum annual debt service amount is $2,641,580 for the 2019/20 tax year ($1,650,987,200 x

.0016). The highest annual principal and interest payments on the City's existing CIP Bonds plus those proposed to be issued under this CIP are estimated to be approximately $1,136,865. As such, debt service on the CIP Bonds will be within the annual limits under the CIP Act.

CIP Bonds Debt Service Limit	
Assessor's Estimated Market Value	1,650,987,200
Multiply by .16%	0.0016
CIP Act Debt Service Limit	2,641,580
Less: Existing Debt Service Subject to the Limit	(270,850)
Less: Proposed CIP Bond Issue	(866,015)
Unused Debt Service Limit	1,504,715

VI. PLAN CONTINUATION

This CIP should be reviewed as needed by the City Council using the process outlined in this document. Through annual amendment, the City Council reviews proposed expenditures, makes priority decisions, and seeks funding for those expenditures it deems necessary for the City. If deemed appropriate, the Council should prepare an update to this CIP for future CIP Bond issuance.

APPENDIX A

Plan Project Costs:

The plan includes capital expenditures of approximately $20,000,000 for a new public works facility which is to be funded with up to $10,000,000 in bond proceeds. The following projects are currently identified within the 2020 to 2024 timeframe.

Project Costs			
Year	**Project**		**Amount**
2020	Public Works Facility	$	20,000,000
2021	None Anticipated	$	-
2022	None Anticipated	$	-
2023	None Anticipated	$	-
2024	None Anticipated	$	-
TOTAL		**$**	**20,000,000**

Proposed CIP Bond Issues:

Proposed CIP Bond Issues		
Year		**Amount**
2020	$	10,000,000
2021	$	-
2022	$	-
2023	$	-
2024	$	-
TOTAL	**$**	**10,000,000**

APPENDIX B

Proposed 2020 CIP Bond Issue:

Sources & Uses

Dated 12/30/2020 | Delivered 12/30/2020

Sources Of Funds

Par Amount of Bonds	$9,935,000.00
Total Sources	**$9,935,000.00**

Uses Of Funds

Total Underwriter's Discount (1.000%)	99,350.00
Costs of Issuance	76,000.00
Deposit to Project Construction Fund	9,759,537.00
Rounding Amount	113.00
Total Uses	**$9,935,000.00**

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	105% Overlevy
12/15/2021	-	-	170,386.88	170,386.88	178,906.22
12/15/2022	-	-	177,795.00	177,795.00	186,684.75
12/15/2023	-	-	177,795.00	177,795.00	186,684.75
12/15/2024	-	-	177,795.00	177,795.00	186,684.75
12/15/2025	-	-	177,795.00	177,795.00	186,684.75
12/15/2026	-	-	177,795.00	177,795.00	186,684.75
12/15/2027	-	-	177,795.00	177,795.00	186,684.75
12/15/2028	-	-	177,795.00	177,795.00	186,684.75
12/15/2029	-	-	177,795.00	177,795.00	186,684.75
12/15/2030	-	-	177,795.00	177,795.00	186,684.75
12/15/2031	-	-	177,795.00	177,795.00	186,684.75
12/15/2032	920,000.00	1.450%	177,795.00	1,097,795.00	1,152,684.75
12/15/2033	935,000.00	1.550%	164,455.00	1,099,455.00	1,154,427.75
12/15/2034	950,000.00	1.600%	149,962.50	1,099,962.50	1,154,960.63
12/15/2035	965,000.00	1.700%	134,762.50	1,099,762.50	1,154,750.63
12/15/2036	980,000.00	1.750%	118,357.50	1,098,357.50	1,153,275.38
12/15/2037	1,000,000.00	1.850%	101,207.50	1,101,207.50	1,156,267.88
12/15/2038	1,015,000.00	1.900%	82,707.50	1,097,707.50	1,152,592.88
12/15/2039	1,035,000.00	1.950%	63,422.50	1,098,422.50	1,153,343.63
12/15/2040	1,055,000.00	2.000%	43,240.00	1,098,240.00	1,153,152.00
12/15/2041	1,080,000.00	2.050%	22,140.00	1,102,140.00	1,157,247.00
Total	**$9,935,000.00**	-	**$3,006,386.88**	**$12,941,386.88**	**$13,588,456.22**

City of Ramsey, Minnesota

$9,065,000 General Obligation CIP Bonds, Series 2020A
Assumes Current Market BQ AA+ Rates plus 25bps
Wrap Around Debt

Sources & Uses

Dated 12/30/2020 | Delivered 12/30/2020

Sources Of Funds	
Par Amount of Bonds	$9,065,000.00
Total Sources	**$9,065,000.00**

Uses Of Funds	
Total Underwriter's Discount (1.000%)	90,650.00
Costs of Issuance	76,000.00
Deposit to Project Construction Fund	8,895,534.00
Rounding Amount	2,816.00
Total Uses	**$9,065,000.00**

City of Ramsey, Minnesota

$9,065,000 General Obligation CIP Bonds, Series 2020A
Assumes Current Market BQ AA+ Rates plus 25bps
Wrap Around Debt

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	Fiscal Total
12/30/2020	-	-	-	-	-
06/15/2021	-	-	74,353.13	74,353.13	-
12/15/2021	-	-	81,112.50	81,112.50	155,465.63
06/15/2022	-	-	81,112.50	81,112.50	-
12/15/2022	-	-	81,112.50	81,112.50	162,225.00
06/15/2023	-	-	81,112.50	81,112.50	-
12/15/2023	-	-	81,112.50	81,112.50	162,225.00
06/15/2024	-	-	81,112.50	81,112.50	-
12/15/2024	-	-	81,112.50	81,112.50	162,225.00
06/15/2025	-	-	81,112.50	81,112.50	-
12/15/2025	-	-	81,112.50	81,112.50	162,225.00
06/15/2026	-	-	81,112.50	81,112.50	-
12/15/2026	-	-	81,112.50	81,112.50	162,225.00
06/15/2027	-	-	81,112.50	81,112.50	-
12/15/2027	-	-	81,112.50	81,112.50	162,225.00
06/15/2028	-	-	81,112.50	81,112.50	-
12/15/2028	-	-	81,112.50	81,112.50	162,225.00
06/15/2029	-	-	81,112.50	81,112.50	-
12/15/2029	-	-	81,112.50	81,112.50	162,225.00
06/15/2030	-	-	81,112.50	81,112.50	-
12/15/2030	-	-	81,112.50	81,112.50	162,225.00
06/15/2031	-	-	81,112.50	81,112.50	-
12/15/2031	-	-	81,112.50	81,112.50	162,225.00
06/15/2032	-	-	81,112.50	81,112.50	-
12/15/2032	840,000.00	1.450%	81,112.50	921,112.50	1,002,225.00
06/15/2033	-	-	75,022.50	75,022.50	-
12/15/2033	855,000.00	1.550%	75,022.50	930,022.50	1,005,045.00
06/15/2034	-	-	68,396.25	68,396.25	-
12/15/2034	865,000.00	1.600%	68,396.25	933,396.25	1,001,792.50
06/15/2035	-	-	61,476.25	61,476.25	-
12/15/2035	880,000.00	1.700%	61,476.25	941,476.25	1,002,952.50
06/15/2036	-	-	53,996.25	53,996.25	-
12/15/2036	895,000.00	1.750%	53,996.25	948,996.25	1,002,992.50
06/15/2037	-	-	46,165.00	46,165.00	-
12/15/2037	910,000.00	1.850%	46,165.00	956,165.00	1,002,330.00
06/15/2038	-	-	37,747.50	37,747.50	-
12/15/2038	925,000.00	1.900%	37,747.50	962,747.50	1,000,495.00
06/15/2039	-	-	28,960.00	28,960.00	-
12/15/2039	945,000.00	1.950%	28,960.00	973,960.00	1,002,920.00
06/15/2040	-	-	19,746.25	19,746.25	-
12/15/2040	965,000.00	2.000%	19,746.25	984,746.25	1,004,492.50
06/15/2041	-	-	10,096.25	10,096.25	-
12/15/2041	985,000.00	2.050%	10,096.25	995,096.25	1,005,192.50
Total	**$9,065,000.00**	**-**	**$2,743,153.13**	**$11,808,153.13**	**-**

Yield Statistics

Bond Year Dollars	$150,507.29
Average Life	16.603 Years
Average Coupon	1.8226048%
Net Interest Cost (NIC)	1.8828344%
True Interest Cost (TIC)	1.8887180%
Bond Yield for Arbitrage Purposes	1.8181513%
All Inclusive Cost (AIC)	1.9485196%

IRS Form 8038

Net Interest Cost	1.8226048%
Weighted Average Maturity	16.603 Years

City of Ramsey, Minnesota

$9,065,000 General Obligation CIP Bonds, Series 2020A
Assumes Current Market BQ AA+ Rates plus 25bps
Wrap Around Debt

Net Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	Existing D/S	Net New D/S	Fiscal Total
12/30/2020	-	-	-	-	-	-	-
06/15/2021	-	-	74,353.13	74,353.13	178,506.25	252,859.38	-
12/15/2021	-	-	81,112.50	81,112.50	998,506.25	1,079,618.75	1,332,478.13
06/15/2022	-	-	81,112.50	81,112.50	162,106.25	243,218.75	-
12/15/2022	-	-	81,112.50	81,112.50	1,037,106.25	1,118,218.75	1,361,437.50
06/15/2023	-	-	81,112.50	81,112.50	148,981.25	230,093.75	-
12/15/2023	-	-	81,112.50	81,112.50	1,068,981.25	1,150,093.75	1,380,187.50
06/15/2024	-	-	81,112.50	81,112.50	135,181.25	216,293.75	-
12/15/2024	-	-	81,112.50	81,112.50	1,100,181.25	1,181,293.75	1,397,587.50
06/15/2025	-	-	81,112.50	81,112.50	120,706.25	201,818.75	-
12/15/2025	-	-	81,112.50	81,112.50	1,130,706.25	1,211,818.75	1,413,637.50
06/15/2026	-	-	81,112.50	81,112.50	105,556.25	186,668.75	-
12/15/2026	-	-	81,112.50	81,112.50	1,145,556.25	1,226,668.75	1,413,337.50
06/15/2027	-	-	81,112.50	81,112.50	89,956.25	171,068.75	-
12/15/2027	-	-	81,112.50	81,112.50	1,159,956.25	1,241,068.75	1,412,137.50
06/15/2028	-	-	81,112.50	81,112.50	73,906.25	155,018.75	-
12/15/2028	-	-	81,112.50	81,112.50	1,178,906.25	1,260,018.75	1,415,037.50
06/15/2029	-	-	81,112.50	81,112.50	57,331.25	138,443.75	-
12/15/2029	-	-	81,112.50	81,112.50	1,192,331.25	1,273,443.75	1,411,887.50
06/15/2030	-	-	81,112.50	81,112.50	39,596.88	120,709.38	-
12/15/2030	-	-	81,112.50	81,112.50	1,214,596.88	1,295,709.38	1,416,418.76
06/15/2031	-	-	81,112.50	81,112.50	20,503.13	101,615.63	-
12/15/2031	-	-	81,112.50	81,112.50	1,235,503.13	1,316,615.63	1,418,231.26
06/15/2032	-	-	81,112.50	81,112.50	-	81,112.50	-
12/15/2032	840,000.00	1.450%	81,112.50	921,112.50	-	921,112.50	1,002,225.00
06/15/2033	-	-	75,022.50	75,022.50	-	75,022.50	-
12/15/2033	855,000.00	1.550%	75,022.50	930,022.50	-	930,022.50	1,005,045.00
06/15/2034	-	-	68,396.25	68,396.25	-	68,396.25	-
12/15/2034	865,000.00	1.600%	68,396.25	933,396.25	-	933,396.25	1,001,792.50
06/15/2035	-	-	61,476.25	61,476.25	-	61,476.25	-
12/15/2035	880,000.00	1.700%	61,476.25	941,476.25	-	941,476.25	1,002,952.50
06/15/2036	-	-	53,996.25	53,996.25	-	53,996.25	-
12/15/2036	895,000.00	1.750%	53,996.25	948,996.25	-	948,996.25	1,002,992.50
06/15/2037	-	-	46,165.00	46,165.00	-	46,165.00	-
12/15/2037	910,000.00	1.850%	46,165.00	956,165.00	-	956,165.00	1,002,330.00
06/15/2038	-	-	37,747.50	37,747.50	-	37,747.50	-
12/15/2038	925,000.00	1.900%	37,747.50	962,747.50	-	962,747.50	1,000,495.00
06/15/2039	-	-	28,960.00	28,960.00	-	28,960.00	-
12/15/2039	945,000.00	1.950%	28,960.00	973,960.00	-	973,960.00	1,002,920.00
06/15/2040	-	-	19,746.25	19,746.25	-	19,746.25	-
12/15/2040	965,000.00	2.000%	19,746.25	984,746.25	-	984,746.25	1,004,492.50
06/15/2041	-	-	10,096.25	10,096.25	-	10,096.25	-
12/15/2041	985,000.00	2.050%	10,096.25	995,096.25	-	995,096.25	1,005,192.50
Total	**$9,065,000.00**	**-**	**$2,743,153.13**	**$11,808,153.13**	**$13,594,662.52**	**$25,402,815.65**	**-**

City of Ramsey, Minnesota

$9,065,000 General Obligation CIP Bonds, Series 2020A
Assumes Current Market BQ AA+ Rates plus 25bps
Wrap Around Debt

Pricing Summary

Maturity	Type of Bond	Coupon	Yield	Maturity Value	Price	Dollar Price
12/15/2032	Serial Coupon	1.450%	1.450%	840,000.00	100.000%	840,000.00
12/15/2033	Serial Coupon	1.550%	1.550%	855,000.00	100.000%	855,000.00
12/15/2034	Serial Coupon	1.600%	1.600%	865,000.00	100.000%	865,000.00
12/15/2035	Serial Coupon	1.700%	1.700%	880,000.00	100.000%	880,000.00
12/15/2036	Serial Coupon	1.750%	1.750%	895,000.00	100.000%	895,000.00
12/15/2037	Serial Coupon	1.850%	1.850%	910,000.00	100.000%	910,000.00
12/15/2038	Serial Coupon	1.900%	1.900%	925,000.00	100.000%	925,000.00
12/15/2039	Serial Coupon	1.950%	1.950%	945,000.00	100.000%	945,000.00
12/15/2040	Serial Coupon	2.000%	2.000%	965,000.00	100.000%	965,000.00
12/15/2041	Serial Coupon	2.050%	2.050%	985,000.00	100.000%	985,000.00
Total	-	-	-	**$9,065,000.00**	-	**$9,065,000.00**

Bid Information

Par Amount of Bonds	$9,065,000.00
Gross Production	$9,065,000.00
Total Underwriter's Discount (1.000%)	$(90,650.00)
Bid (99.000%)	8,974,350.00
Total Purchase Price	$8,974,350.00
Bond Year Dollars	$150,507.29
Average Life	16.603 Years
Average Coupon	1.8226048%
Net Interest Cost (NIC)	1.8828344%
True Interest Cost (TIC)	1.8887180%

City of Ramsey, Minnesota

$9,065,000 General Obligation CIP Bonds, Series 2020A
Assumes Current Market BQ AA+ Rates plus 25bps
Wrap Around Debt

Proof of Bond Yield @ 1.8181513%

Date	Cashflow	PV Factor	Present Value	Cumulative PV
12/30/2020	-	1.0000000x	-	-
06/15/2021	74,353.13	0.9917388x	73,738.88	73,738.88
12/15/2021	81,112.50	0.9828043x	79,717.72	153,456.60
06/15/2022	81,112.50	0.9739504x	78,999.55	232,456.15
12/15/2022	81,112.50	0.9651762x	78,287.86	310,744.00
06/15/2023	81,112.50	0.9564811x	77,582.57	388,326.57
12/15/2023	81,112.50	0.9478643x	76,883.64	465,210.22
06/15/2024	81,112.50	0.9393251x	76,191.01	541,401.22
12/15/2024	81,112.50	0.9308628x	75,504.61	616,905.83
06/15/2025	81,112.50	0.9224768x	74,824.40	691,730.24
12/15/2025	81,112.50	0.9141664x	74,150.32	765,880.56
06/15/2026	81,112.50	0.9059308x	73,482.31	839,362.87
12/15/2026	81,112.50	0.8977694x	72,820.32	912,183.18
06/15/2027	81,112.50	0.8896815x	72,164.29	984,347.47
12/15/2027	81,112.50	0.8816665x	71,514.17	1,055,861.64
06/15/2028	81,112.50	0.8737237x	70,869.91	1,126,731.56
12/15/2028	81,112.50	0.8658524x	70,231.45	1,196,963.01
06/15/2029	81,112.50	0.8580521x	69,598.75	1,266,561.76
12/15/2029	81,112.50	0.8503220x	68,971.74	1,335,533.50
06/15/2030	81,112.50	0.8426616x	68,350.39	1,403,883.89
12/15/2030	81,112.50	0.8350701x	67,734.63	1,471,618.52
06/15/2031	81,112.50	0.8275471x	67,124.42	1,538,742.93
12/15/2031	81,112.50	0.8200919x	66,519.70	1,605,262.63
06/15/2032	81,112.50	0.8127038x	65,920.43	1,671,183.07
12/15/2032	921,112.50	0.8053822x	741,847.65	2,413,030.71
06/15/2033	75,022.50	0.7981267x	59,877.46	2,472,908.17
12/15/2033	930,022.50	0.7909365x	735,588.70	3,208,496.87
06/15/2034	68,396.25	0.7838110x	53,609.73	3,262,106.60
12/15/2034	933,396.25	0.7767498x	725,015.33	3,987,121.93
06/15/2035	61,476.25	0.7697521x	47,321.48	4,034,443.41
12/15/2035	941,476.25	0.7628176x	718,174.61	4,752,618.02
06/15/2036	53,996.25	0.7559454x	40,818.22	4,793,436.24
12/15/2036	948,996.25	0.7491352x	710,926.53	5,504,362.77
06/15/2037	46,165.00	0.7423864x	34,272.27	5,538,635.03
12/15/2037	956,165.00	0.7356983x	703,448.99	6,242,084.02
06/15/2038	37,747.50	0.7290705x	27,520.59	6,269,604.61
12/15/2038	962,747.50	0.7225024x	695,587.41	6,965,192.02
06/15/2039	28,960.00	0.7159935x	20,735.17	6,985,927.19
12/15/2039	973,960.00	0.7095432x	691,066.72	7,676,993.91
06/15/2040	19,746.25	0.7031510x	13,884.60	7,690,878.51
12/15/2040	984,746.25	0.6968165x	686,187.39	8,377,065.90
06/15/2041	10,096.25	0.6905389x	6,971.85	8,384,037.75
12/15/2041	995,096.25	0.6843180x	680,962.25	9,065,000.00
Total	**$11,808,153.13**	-	**$9,065,000.00**	-

Derivation Of Target Amount

Par Amount of Bonds	$9,065,000.00
Original Issue Proceeds	$9,065,000.00

City of Ramsey, Minnesota

$9,065,000 General Obligation CIP Bonds, Series 2020A
Assumes Current Market BQ AA+ Rates plus 25bps
Wrap Around Debt

Derivation Of Form 8038 Yield Statistics

Maturity	Issuance Value	Coupon	Price	Issuance Price	Exponent	Bond Years
12/30/2020	-	-	-	-	-	-
12/15/2022	-	0.450%	100.000%	-	1.9583333x	-
12/15/2023	-	0.500%	100.000%	-	2.9583333x	-
12/15/2024	-	0.600%	100.000%	-	3.9583333x	-
12/15/2025	-	0.650%	100.000%	-	4.9583333x	-
12/15/2026	-	0.750%	100.000%	-	5.9583333x	-
12/15/2027	-	0.900%	100.000%	-	6.9583333x	-
12/15/2028	-	1.050%	100.000%	-	7.9583333x	-
12/15/2029	-	1.200%	100.000%	-	8.9583333x	-
12/15/2030	-	1.300%	100.000%	-	9.9583333x	-
12/15/2031	-	1.350%	100.000%	-	10.9583333x	-
12/15/2032	840,000.00	1.450%	100.000%	840,000.00	11.9583333x	10,045,000.00
12/15/2033	855,000.00	1.550%	100.000%	855,000.00	12.9583333x	11,079,375.00
12/15/2034	865,000.00	1.600%	100.000%	865,000.00	13.9583333x	12,073,958.33
12/15/2035	880,000.00	1.700%	100.000%	880,000.00	14.9583333x	13,163,333.33
12/15/2036	895,000.00	1.750%	100.000%	895,000.00	15.9583333x	14,282,708.33
12/15/2037	910,000.00	1.850%	100.000%	910,000.00	16.9583333x	15,432,083.33
12/15/2038	925,000.00	1.900%	100.000%	925,000.00	17.9583333x	16,611,458.33
12/15/2039	945,000.00	1.950%	100.000%	945,000.00	18.9583333x	17,915,625.00
12/15/2040	965,000.00	2.000%	100.000%	965,000.00	19.9583333x	19,259,791.67
12/15/2041	985,000.00	2.050%	100.000%	985,000.00	20.9583333x	20,643,958.33
Total	**$9,065,000.00**	-	-	**$9,065,000.00**	-	**$150,507,291.67**

Description of Bonds

Final Maturity Date	12/15/2041
Issue price of entire issue	9,065,000.00
Stated Redemption at Maturity	9,065,000.00
Weighted Average Maturity = Bond Years/Issue Price	16.603 Years
Bond Yield for Arbitrage Purposes	1.8181513%

Uses of Proceeds of Issue

Proceeds used for accrued interest	-
Proceeds used for bond issuance costs (including underwriters' discount)	166,650.00
Proceeds used for credit enhancement	-
Proceeds allocated to reasonably required reserve or replacement fund	-

City of Ramsey, Minnesota

$9,065,000 General Obligation CIP Bonds, Series 2020A
Assumes Current Market BQ AA+ Rates plus 25bps
Wrap Around Debt

Operation Of Project Construction Fund

Date	Principal	Rate	Receipts	Disbursements	Cash Balance
12/30/2020	8,895,534.00	-	8,895,534.00	8,895,534.00	-
Total	**$8,895,534.00**	-	**$8,895,534.00**	**$8,895,534.00**	-

Investment Parameters

Investment Model [PV, GIC, or Securities]	GIC
Default investment yield target	Unrestricted
Cost of Investments Purchased with Bond Proceeds	8,895,534.00
Total Cost of Investments	$8,895,534.00
Target Cost of Investments at bond yield	$8,895,534.00
Yield to Receipt	-
Yield for Arbitrage Purposes	1.8181513%

City of Ramsey, Minnesota

$9,065,000 General Obligation CIP Bonds, Series 2020A
Assumes Current Market BQ AA+ Rates plus 25bps
Wrap Around Debt

Primary Purpose Fund Proof Of Yield @ 0.0000000%

Date	Cashflow	PV Factor	Present Value	Cumulative PV
12/30/2020	8,895,534.00	1.0000000x	8,895,534.00	8,895,534.00
Total	**$8,895,534.00**	-	**$8,895,534.00**	-

Composition Of Initial Deposit

Cost of Investments Purchased with Bond Proceeds	8,895,534.00
Adjusted Cost of Investments	8,895,534.00

City of Ramsey, Minnesota

$9,065,000 General Obligation CIP Bonds, Series 2020A
Assumes Current Market BQ AA+ Rates plus 25bps
Wrap Around Debt

Detail Costs Of Issuance

Dated 12/30/2020 | Delivered 12/30/2020

COSTS OF ISSUANCE DETAIL

Municipal Advisor	$43,000.00
Bond Counsel	$15,500.00
Rating Agency Fee (S&P)	$16,500.00
Miscellaneous	$1,000.00
TOTAL	**$76,000.00**

City of Ramsey, Minnesota

$9,065,000 General Obligation CIP Bonds, Series 2020A
Assumes Current Market BQ AA+ Rates plus 25bps
Wrap Around Debt

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	105% Overlevy
12/15/2021	-	-	155,465.63	155,465.63	163,238.91
12/15/2022	-	-	162,225.00	162,225.00	170,336.25
12/15/2023	-	-	162,225.00	162,225.00	170,336.25
12/15/2024	-	-	162,225.00	162,225.00	170,336.25
12/15/2025	-	-	162,225.00	162,225.00	170,336.25
12/15/2026	-	-	162,225.00	162,225.00	170,336.25
12/15/2027	-	-	162,225.00	162,225.00	170,336.25
12/15/2028	-	-	162,225.00	162,225.00	170,336.25
12/15/2029	-	-	162,225.00	162,225.00	170,336.25
12/15/2030	-	-	162,225.00	162,225.00	170,336.25
12/15/2031	-	-	162,225.00	162,225.00	170,336.25
12/15/2032	840,000.00	1.450%	162,225.00	1,002,225.00	1,052,336.25
12/15/2033	855,000.00	1.550%	150,045.00	1,005,045.00	1,055,297.25
12/15/2034	865,000.00	1.600%	136,792.50	1,001,792.50	1,051,882.13
12/15/2035	880,000.00	1.700%	122,952.50	1,002,952.50	1,053,100.13
12/15/2036	895,000.00	1.750%	107,992.50	1,002,992.50	1,053,142.13
12/15/2037	910,000.00	1.850%	92,330.00	1,002,330.00	1,052,446.50
12/15/2038	925,000.00	1.900%	75,495.00	1,000,495.00	1,050,519.75
12/15/2039	945,000.00	1.950%	57,920.00	1,002,920.00	1,053,066.00
12/15/2040	965,000.00	2.000%	39,492.50	1,004,492.50	1,054,717.13
12/15/2041	985,000.00	2.050%	20,192.50	1,005,192.50	1,055,452.13
Total	**$9,065,000.00**	**-**	**$2,743,153.13**	**$11,808,153.13**	**$12,398,560.79**

Significant Dates

Dated	12/30/2020
First Coupon Date	6/15/2021

Yield Statistics

Bond Year Dollars	$150,507.29
Average Life	16.603 Years
Average Coupon	1.8226048%
Net Interest Cost (NIC)	1.8828344%
True Interest Cost (TIC)	1.8887180%
Bond Yield for Arbitrage Purposes	1.8181513%
All Inclusive Cost (AIC)	1.9485196%

IRS Form 8038

Net Interest Cost	1.8226048%
Weighted Average Maturity	16.603 Years

City of Ramsey, Minnesota

$9,065,000 General Obligation CIP Bonds, Series 2020A
Assumes Current Market BQ AA+ Rates plus 25bps
Wrap Around Debt

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	Existing D/S	Net New D/S	105% of Total
12/15/2021	-	-	155,465.63	155,465.63	1,177,012.50	1,332,478.13	1,399,102.04
12/15/2022	-	-	162,225.00	162,225.00	1,199,212.50	1,361,437.50	1,429,509.38
12/15/2023	-	-	162,225.00	162,225.00	1,217,962.50	1,380,187.50	1,449,196.88
12/15/2024	-	-	162,225.00	162,225.00	1,235,362.50	1,397,587.50	1,467,466.88
12/15/2025	-	-	162,225.00	162,225.00	1,251,412.50	1,413,637.50	1,484,319.38
12/15/2026	-	-	162,225.00	162,225.00	1,251,112.50	1,413,337.50	1,484,004.38
12/15/2027	-	-	162,225.00	162,225.00	1,249,912.50	1,412,137.50	1,482,744.38
12/15/2028	-	-	162,225.00	162,225.00	1,252,812.50	1,415,037.50	1,485,789.38
12/15/2029	-	-	162,225.00	162,225.00	1,249,662.50	1,411,887.50	1,482,481.88
12/15/2030	-	-	162,225.00	162,225.00	1,254,193.76	1,416,418.76	1,487,239.70
12/15/2031	-	-	162,225.00	162,225.00	1,256,006.26	1,418,231.26	1,489,142.82
12/15/2032	840,000.00	1.450%	162,225.00	1,002,225.00	-	1,002,225.00	1,052,336.25
12/15/2033	855,000.00	1.550%	150,045.00	1,005,045.00	-	1,005,045.00	1,055,297.25
12/15/2034	865,000.00	1.600%	136,792.50	1,001,792.50	-	1,001,792.50	1,051,882.13
12/15/2035	880,000.00	1.700%	122,952.50	1,002,952.50	-	1,002,952.50	1,053,100.13
12/15/2036	895,000.00	1.750%	107,992.50	1,002,992.50	-	1,002,992.50	1,053,142.13
12/15/2037	910,000.00	1.850%	92,330.00	1,002,330.00	-	1,002,330.00	1,052,446.50
12/15/2038	925,000.00	1.900%	75,495.00	1,000,495.00	-	1,000,495.00	1,050,519.75
12/15/2039	945,000.00	1.950%	57,920.00	1,002,920.00	-	1,002,920.00	1,053,066.00
12/15/2040	965,000.00	2.000%	39,492.50	1,004,492.50	-	1,004,492.50	1,054,717.13
12/15/2041	985,000.00	2.050%	20,192.50	1,005,192.50	-	1,005,192.50	1,055,452.13
Total	**$9,065,000.00**	**-**	**$2,743,153.13**	**$11,808,153.13**	**$13,594,662.52**	**$25,402,815.65**	**$26,672,956.43**

Significant Dates

Dated	12/30/2020
First Coupon Date	6/15/2021

Yield Statistics

Bond Year Dollars	$150,507.29
Average Life	16.603 Years
Average Coupon	1.8226048%
Net Interest Cost (NIC)	1.8828344%
True Interest Cost (TIC)	1.8887180%
Bond Yield for Arbitrage Purposes	1.8181513%
All Inclusive Cost (AIC)	1.9485196%

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #20-297

EXTRACT OF MINUTES OF A MEETING
CITY COUNCIL OF THE
CITY OF RAMSEY, MINNESOTA

HELD: DECEMBER 8, 2020

Pursuant to due call and notice thereof, a regular or special meeting of the City Council of the City of Ramsey, Anoka County, Minnesota, was duly held at the City Hall on December 8, 2020, at 7:00 P.M., for the purpose, in part, of authorizing the issuance and awarding the sale of $9,065,000 General Obligation Capital Improvement Plan Bonds, Series 2020A.

RESOLUTION PROVIDING FOR THE ISSUANCE AND SALE OF $9,065,000 GENERAL OBLIGATION CAPITAL IMPROVEMENT PLAN BONDS, SERIES 2020A AND LEVYING A TAX FOR THE PAYMENT THEREOF

A. WHEREAS, on October 27, 2020, the City Council of the City of Ramsey, Minnesota (the "City"), held a public hearing on the proposed issuance of general obligation capital improvement plan bonds and, pursuant to resolution approved and adopted the 2020 through 2024 Five-Year Capital Improvement Plan (the "Plan"), and approved the issuance of general obligation capital improvement plan bonds to finance a portion of the costs associated with the acquisition and betterment of a public works facility (the "Project"), all pursuant to the Plan and in accordance with the provisions of Minnesota Statutes, Section 475.521; and

B. WHEREAS, no petition signed by voters equal to five percent of the votes cast in the City in the last general election requesting a vote on the issuance of the general obligation capital improvement plan bonds has been filed with the City Clerk within thirty days after the public hearing on the Plan and on the issuance of the general obligation capital improvement plan bonds; and

C. WHEREAS, the City Council hereby determines and declares that it is necessary and expedient to issue $9,065,000 General Obligation Capital Improvement Plan Bonds, Series 2020A (the "Bonds" or, individually, a "Bond"), pursuant to Minnesota Statutes, Section 475.521 and Chapter 475, to provide funds to finance the Project; and

D. WHEREAS, the City has previously issued its (i) General Obligation Capital Improvement Plan Bonds, Series 2012A in the original principal amount of $16,875,000, dated April 1, 2012, and (ii) General Obligation Capital Improvement Plan Bonds, Series 2015A in the original principal amount of $3,880,000, dated June 18, 2015, and pursuant to Minnesota Statutes, Section 475.521 (together, the "Outstanding CIP Bonds"); and

E. WHEREAS, the City will determine, in accordance with Minnesota Statutes, Section 475.521, Subd. 4, that the maximum principal and interest to become due in any year on the Outstanding CIP Bonds and Bonds issued by the City under Minnesota Statutes, Section 475.521, will be less than 0.16 percent of the estimated market value of property in the City; and

F. WHEREAS, the City has retained Ehlers & Associates, Inc., in Roseville, Minnesota ("Ehlers"), as its independent municipal advisor for the sale of the Bonds and was therefore authorized to sell the Bonds by private negotiation in accordance with Minnesota Statutes, Section 475.60, Subdivision 2(9) and proposals to purchase the Bonds have been solicited by Ehlers; and

G. WHEREAS, the proposals set forth on Exhibit A attached hereto were received by the Administrator, or designee, at the offices of Ehlers at 10:30 A.M. this same day pursuant to the Preliminary Official Statement for the Bonds, dated November 15, 2020; and

H. WHEREAS, it is in the best interests of the City that the Bonds be issued in book-entry form as hereinafter provided; and

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Ramsey, Minnesota, as follows:

1. Acceptance of Proposal. The proposal of _____ (the "Purchaser"), to purchase the Bonds, in accordance with the Preliminary Official Statement established for the Bonds, at the rates of interest hereinafter set forth, and to pay therefor the sum of $_____, plus interest accrued to settlement, is hereby found, determined and declared to be the most favorable proposal received, is hereby accepted and the Bonds are hereby awarded to the Purchaser. The Finance Director is directed to retain the deposit of the Purchaser and to forthwith return to the unsuccessful bidders their good faith checks or drafts.

2. Bond Terms.

(a) Original Issue Date; Denominations; Maturities; Term Bond Option; Debt Limitations. The Bonds shall be dated December 30, 2020, as the date of original issue, be issued forthwith on or after such date in fully registered form, be numbered from R-1 upward in the denomination of $5,000 each or in any integral multiple thereof of a single maturity (the "Authorized Denominations"), and shall mature on December 15 in the years and amounts as follows:

Maturity Year	Amount	Maturity Year	Amount
2032	$	2037	$
2033		2038	
2034		2039	
2035		2040	
2036		2041	

As may be requested by the Purchaser, one or more term Bonds may be issued having mandatory sinking fund redemption and final maturity amounts conforming to the foregoing principal repayment schedule, and corresponding additions may be made to the provisions of the applicable Bond(s).

For the purpose of complying with Minnesota Statutes, Section 475.54, Subdivision 1, the maturity schedule for the Bonds will be combined with the maturity schedule of the City's General Obligation Capital Improvement Plan Bonds, Series 2012A, dated April 1, 2012, as permitted by Minnesota Statutes, Section 475.54, Subdivision 2.

The Bonds, together with any outstanding bonds of the City that are subject to the City's net debt limit, do not exceed the City's net debt limit.

(b) Book Entry Only System. The Depository Trust Company, a limited purpose trust company organized under the laws of the State of New York or any of its successors or its successors to its functions hereunder (the "Depository") will act as securities depository for the Bonds, and to this end:

(i) The Bonds shall be initially issued and, so long as they remain in book entry form only (the "Book Entry Only Period"), shall at all times be in the form of a separate single fully registered Bond for each maturity of the Bonds; and for purposes of complying with this requirement under paragraphs 5 and 10 Authorized Denominations for any Bond shall be deemed to be limited during the Book Entry Only Period to the outstanding principal amount of that Bond.

(ii) Upon initial issuance, ownership of the Bonds shall be registered in a bond register maintained by the Bond Registrar (as hereinafter defined) in the name of CEDE & CO., as the nominee (it or any nominee of the existing or a successor Depository, the "Nominee").

(iii) With respect to the Bonds neither the City nor the Bond Registrar shall have any responsibility or obligation to any broker, dealer, bank, or any other financial institution for which the Depository holds Bonds as securities depository (the "Participant") or the person for which a Participant holds an interest in the Bonds shown on the books and records of the Participant (the "Beneficial Owner"). Without limiting the immediately preceding sentence, neither the City, nor the Bond Registrar, shall have any such responsibility or obligation with respect to (A) the accuracy of the records of the Depository, the Nominee or any Participant with respect to any ownership interest in the Bonds, or (B) the delivery to any Participant, any Owner or any other person, other than the Depository, of any notice with respect to the Bonds, including any notice of redemption, or (C) the payment to any Participant, any Beneficial Owner or any other person, other than the Depository, of any amount with respect to the principal of or premium, if any, or interest on the Bonds, or (D) the consent given or other action taken by the Depository as the Registered Holder of any Bonds (the "Holder"). For purposes of securing the vote or consent of any Holder under this Resolution, the City may, however, rely upon an omnibus proxy under which the Depository assigns its consenting or voting

rights to certain Participants to whose accounts the Bonds are credited on the record date identified in a listing attached to the omnibus proxy.

(iv) The City and the Bond Registrar may treat as and deem the Depository to be the absolute owner of the Bonds for the purpose of payment of the principal of and premium, if any, and interest on the Bonds, for the purpose of giving notices of redemption and other matters with respect to the Bonds, for the purpose of obtaining any consent or other action to be taken by Holders for the purpose of registering transfers with respect to such Bonds, and for all purpose whatsoever. The Bond Registrar, as paying agent hereunder, shall pay all principal of and premium, if any, and interest on the Bonds only to the Holder or the Holders of the Bonds as shown on the bond register, and all such payments shall be valid and effective to fully satisfy and discharge the City's obligations with respect to the principal of and premium, if any, and interest on the Bonds to the extent of the sum or sums so paid.

(v) Upon delivery by the Depository to the Bond Registrar of written notice to the effect that the Depository has determined to substitute a new Nominee in place of the existing Nominee, and subject to the transfer provisions in paragraph 10, references to the Nominee hereunder shall refer to such new Nominee.

(vi) So long as any Bond is registered in the name of a Nominee, all payments with respect to the principal of and premium, if any, and interest on such Bond and all notices with respect to such Bond shall be made and given, respectively, by the Bond Registrar or City, as the case may be, to the Depository as provided in the Letter of Representations to the Depository required by the Depository as a condition to its acting as book-entry Depository for the Bonds (said Letter of Representations, together with any replacement thereof or amendment or substitute thereto, including any standard procedures or policies referenced therein or applicable thereto respecting the procedures and other matters relating to the Depository's role as book-entry Depository for the Bonds, collectively hereinafter referred to as the "Letter of Representations").

(vii) All transfers of beneficial ownership interests in each Bond issued in book-entry form shall be limited in principal amount to Authorized Denominations and shall be effected by procedures by the Depository with the Participants for recording and transferring the ownership of beneficial interests in such Bonds.

(viii) In connection with any notice or other communication to be provided to the Holders pursuant to this Resolution by the City or Bond Registrar with respect to any consent or other action to be taken by Holders, the Depository shall consider the date of receipt of notice requesting such consent or other action as the record date for such consent or other action; provided, that the City or the Bond Registrar may establish a special record date for such consent or other action. The City or the Bond Registrar shall, to the extent possible, give the Depository notice of such special record date not less than 15 calendar days in advance of such special record date to the extent possible.

(ix) Any successor Bond Registrar in its written acceptance of its duties under this Resolution and any paying agency/bond registrar agreement, shall agree to take any

actions necessary from time to time to comply with the requirements of the Letter of Representations.

(c) Termination of Book-Entry Only System. Discontinuance of a particular Depository's services and termination of the book-entry only system may be effected as follows:

(i) The Depository may determine to discontinue providing its services with respect to the Bonds at any time by giving written notice to the City and discharging its responsibilities with respect thereto under applicable law. The City may terminate the services of the Depository with respect to the Bond if it determines that the Depository is no longer able to carry out its functions as securities depository or the continuation of the system of book-entry transfers through the Depository is not in the best interests of the City or the Beneficial Owners.

(ii) Upon termination of the services of the Depository as provided in the preceding paragraph, and if no substitute securities depository is willing to undertake the functions of the Depository hereunder can be found which, in the opinion of the City, is willing and able to assume such functions upon reasonable or customary terms, or if the City determines that it is in the best interests of the City or the Beneficial Owners of the Bond that the Beneficial Owners be able to obtain certificates for the Bonds, the Bonds shall no longer be registered as being registered in the bond register in the name of the Nominee, but may be registered in whatever name or names the Holder of the Bonds shall designate at that time, in accordance with paragraph 10. To the extent that the Beneficial Owners are designated as the transferee by the Holders, in accordance with paragraph 10, the Bonds will be delivered to the Beneficial Owners.

(iii) Nothing in this subparagraph (c) shall limit or restrict the provisions of paragraph 10.

(d) Letter of Representations. The provisions in the Letter of Representations are incorporated herein by reference and made a part of the resolution, and if and to the extent any such provisions are inconsistent with the other provisions of this resolution, the provisions in the Letter of Representations shall control.

3. Purpose; Market Value. The Bonds shall provide funds to finance the Project. The total cost of the Project, which shall include all costs enumerated in Minnesota Statutes, Section 475.65, is estimated to be at least equal to the amount of the Bonds. Work on the Project shall proceed with due diligence to completion. The City covenants that it shall do all things and perform all acts required of it to assure that work on the Project proceeds with due diligence to completion and that any and all permits and studies required under law for the Project are obtained. The City will determine, in accordance with Minnesota Statutes, Section 475.521, Subd. 4, that the maximum principal and interest to become due in any year on the Outstanding CIP Bonds and Bonds issued by the City under Minnesota Statutes, Section 475.521, will be less than 0.16 percent of the estimated market value of property in the City.

4. Interest. The Bonds shall bear interest payable semiannually on June 15 and December 15 of each year (each, an "Interest Payment Date"), commencing June 15, 2021,

calculated on the basis of a 360-day year of twelve 30-day months, at the respective rates per annum set forth opposite the maturity years as follows:

Maturity Year	Interest Rate	Maturity Year	Interest Rate
2032	%	2037	%
2033		2038	
2034		2039	
2035		2040	
2036		2041	

5. Redemption. All Bonds maturing on December 15, 3032, and thereafter shall be subject to redemption and prepayment at the option of the City on December 15, 3031, and on any date thereafter at a price of par plus accrued interest. Redemption may be in whole or in part of the Bonds subject to prepayment. If redemption is in part, the maturities and the principal amounts within each maturity to be redeemed shall be determined by the City and if only part of the Bonds having a common maturity date are called for prepayment, the specific Bonds to be prepaid shall be chosen by lot by the Registrar. Bonds or portions thereof called for redemption shall be due and payable on the redemption date, and interest thereon shall cease to accrue from and after the redemption date. Mailed notice of redemption shall be given to the paying agent and to each affected registered holder of the Bonds not more than sixty (60) days and not fewer than thirty (30) days prior to the date fixed for redemption.

To effect a partial redemption of Bonds having a common maturity date, the Registrar prior to giving notice of redemption shall assign to each Bond having a common maturity date a distinctive number for each $5,000 of the principal amount of such Bond. The Registrar shall then select by lot, using such method of selection as it shall deem proper in its discretion, from the numbers so assigned to the Bonds, as many numbers as, at $5,000 for each number, shall equal the principal amount of the Bonds to be redeemed. The Bonds to be redeemed shall be the Bonds to which were assigned numbers so selected; provided, however, that only so much of the principal amount of each Bond of a denomination of more than $5,000 shall be redeemed as shall equal $5,000 for each number assigned to it and so selected. If a Bond is to be redeemed only in part, it shall be surrendered to the Registrar (with, if the City or Registrar so requires, a written instrument of transfer in form satisfactory to the City and Registrar duly executed by the Holder thereof or the Holder's attorney duly authorized in writing) and the City shall execute (if necessary) and the Registrar shall authenticate and deliver to the Holder of the Bond, without service charge, a new Bond or Bonds having the same stated maturity and interest rate and of any Authorized Denomination or Denominations, as requested by the Holder, in aggregate principal amount equal to and in exchange for the unredeemed portion of the principal of the Bond so surrendered.

6. Bond Registrar. Bond Trust Services Corporation in Roseville, Minnesota, is appointed to act as bond registrar and transfer agent with respect to the Bonds (the "Bond Registrar"), and shall do so unless and until a successor Bond Registrar is duly appointed, all pursuant to any contract the City and Bond Registrar shall execute which is consistent herewith. The Bond Registrar shall also serve as paying agent unless and until a successor paying agent is

duly appointed. Principal and interest on the Bonds shall be paid to the registered holders (or record holders) of the Bonds in the manner set forth in the form of Bond and paragraph 12.

7. Form of Bond. The Bonds, together with the Bond Registrar's Certificate of Authentication, the form of Assignment and the registration information thereon, shall be in substantially the following form:

UNITED STATES OF AMERICA
STATE OF MINNESOTA
ANOKA COUNTY
CITY OF RAMSEY

R-__ $_____

GENERAL OBLIGATION CAPITAL IMPROVEMENT PLAN BOND, SERIES 2020A

Interest Rate	Maturity Date	Date of Original Issue	CUSIP
____%	December 15, 20___	December 30, 2020	_____

REGISTERED OWNER: CEDE & CO.

PRINCIPAL AMOUNT: _____ DOLLARS

The City of Ramsey, Anoka County, Minnesota (the "Issuer"), certifies that it is indebted and for value received promises to pay to the registered owner specified above, or registered assigns, in the manner hereinafter set forth, the principal amount specified above, on the maturity date specified above, unless called for prepayment, and to pay interest thereon semiannually on June 15 and December 15 of each year (each, an "Interest Payment Date"), commencing June 15, 2021, at the rate per annum specified above (calculated on the basis of a 360-day year of twelve 30-day months) until the principal sum is paid or has been provided for. This Bond will bear interest from the most recent Interest Payment Date to which interest has been paid or, if no interest has been paid, from the date of original issue hereof. The principal of and premium, if any, on this Bond are payable upon presentation and surrender hereof at the principal office of Bond Trust Services Corporation, in Roseville, Minnesota (the "Bond Registrar"), acting as paying agent, or any successor paying agent duly appointed by the Issuer. Interest on this Bond will be paid on each Interest Payment Date by check or draft mailed to the person in whose name this Bond is registered (the "Holder" or "Bondholder") on the registration books of the Issuer maintained by the Bond Registrar and at the address appearing thereon at the close of business on the fifteenth day of the calendar month next preceding such Interest Payment Date (the "Regular Record Date"). Any interest not so timely paid shall cease to be payable to the person who is the Holder hereof as of the Regular Record Date, and shall be payable to the person who is the Holder hereof at the close of business on a date (the "Special Record Date") fixed by the Bond Registrar whenever money becomes available for payment of the defaulted interest. Notice of the Special Record Date shall be given to Bondholders not less than ten days prior to the Special Record Date. The principal of and premium, if any, and interest on this Bond are

payable in lawful money of the United States of America. So long as this Bond is registered in the name of the Depository or its Nominee as provided in the Resolution hereinafter described, and as those terms are defined therein, payment of principal of, premium, if any, and interest on this Bond and notice with respect thereto shall be made as provided in the Letter of Representations, as defined in the Resolution. Until termination of the book-entry only system pursuant to the Resolution, Bonds may only be registered in the name of the Depository or its Nominee.

Optional Redemption. The Bonds of this issue (the "Bonds") maturing on December 15, 3032, and thereafter, are subject to redemption and prepayment at the option of the Issuer on December 15, 3031, and on any date thereafter at a price of par plus accrued interest. Redemption may be in whole or in part of the Bonds subject to prepayment. If redemption is in part, the maturities and the principal amounts within each maturity to be redeemed shall be determined by the Issuer; and if only part of the Bonds having a common maturity date are called for prepayment, the specific Bonds to be prepaid shall be chosen by lot by the Bond Registrar. Bonds or portions thereof called for redemption shall be due and payable on the redemption date, and interest thereon shall cease to accrue from and after the redemption date. Mailed notice of redemption shall be given to the paying agent and to each affected registered holder of the Bonds not more than sixty (60) days and not fewer than thirty (30) days prior to the date fixed for redemption.

Prior to the date on which any Bond or Bonds are directed by the Issuer to be redeemed in advance of maturity, the Issuer will cause notice of the call thereof for redemption identifying the Bonds to be redeemed to be mailed to the Bond Registrar and all Bondholders, at the addresses shown on the Bond Register. All Bonds so called for redemption will cease to bear interest on the specified redemption date, provided funds for their redemption have been duly deposited.

Selection of Bonds for Redemption; Partial Redemption. To effect a partial redemption of Bonds having a common maturity date, the Bond Registrar shall assign to each Bond having a common maturity date a distinctive number for each $5,000 of the principal amount of such Bond. The Bond Registrar shall then select by lot, using such method of selection as it shall deem proper in its discretion, from the numbers assigned to the Bonds, as many numbers as, at $5,000 for each number, shall equal the principal amount of the Bonds to be redeemed. The Bonds to be redeemed shall be the Bonds to which were assigned numbers so selected; provided, however, that only so much of the principal amount of such Bond of a denomination of more than $5,000 shall be redeemed as shall equal $5,000 for each number assigned to it and so selected. If a Bond is to be redeemed only in part, it shall be surrendered to the Bond Registrar (with, if the Issuer or Bond Registrar so requires, a written instrument of transfer in form satisfactory to the Issuer and Bond Registrar duly executed by the Holder thereof or the Holder's attorney duly authorized in writing) and the Issuer shall execute (if necessary) and the Bond Registrar shall authenticate and deliver to the Holder of the Bond, without service charge, a new Bond or Bonds having the same stated maturity and interest rate and of any Authorized Denomination or Denominations, as requested by the Holder, in aggregate principal amount equal to and in exchange for the unredeemed portion of the principal of the Bond so surrendered.

Issuance; Purpose; General Obligation. This Bond is one of an issue in the total principal amount of $9,065,000, all of like date of original issue and tenor, except as to number, maturity, interest rate and denomination, issued pursuant to and in full conformity with the Constitution and laws of the State of Minnesota and pursuant to a resolution adopted by the City Council on December 8, 2020 (the "Resolution"), to finance a portion of the costs associated with the acquisition and construction of a public works facility, as provided in the City's Capital Improvement Plan. This Bond is payable out of the General Obligation Capital Improvement Plan Bonds, Series 2020A Fund of the Issuer. This Bond constitutes a general obligation of the Issuer, and to provide moneys for the prompt and full payment of its principal, premium, if any, and interest when the same become due, the full faith and credit and taxing powers of the Issuer have been and are hereby irrevocably pledged.

Denominations; Exchange; Resolution. The Bonds are issuable solely in fully registered form in Authorized Denominations (as defined in the Resolution) and are exchangeable for fully registered Bonds of other Authorized Denominations in equal aggregate principal amounts at the principal office of the Bond Registrar, but only in the manner and subject to the limitations provided in the Resolution. Reference is hereby made to the Resolution for a description of the rights and duties of the Bond Registrar. Copies of the Resolution are on file in the principal office of the Bond Registrar.

Transfer. This Bond is transferable by the Holder in person or by the Holder's attorney duly authorized in writing at the principal office of the Bond Registrar upon presentation and surrender hereof to the Bond Registrar, all subject to the terms and conditions provided in the Resolution and to reasonable regulations of the Issuer contained in any agreement with the Bond Registrar. Thereupon the Issuer shall execute and the Bond Registrar shall authenticate and deliver, in exchange for this Bond, one or more new fully registered Bonds in the name of the transferee (but not registered in blank or to "bearer" or similar designation), of an Authorized Denomination or Denominations, in aggregate principal amount equal to the principal amount of this Bond, of the same maturity and bearing interest at the same rate.

Fees upon Transfer or Loss. The Bond Registrar may require payment of a sum sufficient to cover any tax or other governmental charge payable in connection with the transfer or exchange of this Bond and any legal or unusual costs regarding transfers and lost Bonds.

Treatment of Registered Owners. The Issuer and Bond Registrar may treat the person in whose name this Bond is registered as the owner hereof for the purpose of receiving payment as herein provided (except as otherwise provided herein with respect to the Record Date) and for all other purposes, whether or not this Bond shall be overdue, and neither the Issuer nor the Bond Registrar shall be affected by notice to the contrary.

Authentication. This Bond shall not be valid or become obligatory for any purpose or be entitled to any security unless the Certificate of Authentication hereon shall have been executed by the Bond Registrar.

Qualified Tax-Exempt Obligation. This Bond has been designated by the Issuer as a "qualified tax-exempt obligation" for purposes of Section 265(b)(3) of the Internal Revenue Code of 1986, as amended.

IT IS HEREBY CERTIFIED AND RECITED that all acts, conditions and things required by the Constitution and laws of the State of Minnesota to be done, to happen and to be performed, precedent to and in the issuance of this Bond, have been done, have happened and have been performed, in regular and due form, time and manner as required by law, and that this Bond, together with all other debts of the Issuer outstanding on the date of original issue hereof and the date of its issuance and delivery to the original purchaser, does not exceed any constitutional or statutory limitation of indebtedness.

IN WITNESS WHEREOF, the City of Ramsey, Anoka County, Minnesota, by its City Council has caused this Bond to be executed on its behalf by the facsimile signatures of its Mayor and its Administrator, the corporate seal of the Issuer having been intentionally omitted as permitted by law.

Date of Registration:

_____

Registrable by: BOND TRUST SERVICES CORPORATION

Payable at: BOND TRUST SERVICES CORPORATION

CITY OF RAMSEY,
ANOKA COUNTY, MINNESOTA

BOND REGISTRAR'S CERTIFICATE OF AUTHENTICATION

This Bond is one of the Bonds described in the Resolution mentioned within.

BOND TRUST SERVICES CORPORATION
Roseville, Minnesota,
Bond Registrar

By_____
Authorized Signature

/s/ Facsimile_____
Mayor

/s/ Facsimile_____
Administrator

ABBREVIATIONS

The following abbreviations, when used in the inscription on the face of this Bond, shall be construed as though they were written out in full according to applicable laws or regulations:

TEN COM - as tenants in common
TEN ENT - as tenants by the entireties
JT TEN - as joint tenants with right of survivorship
and not as tenants in common
UTMA - _____ as custodian for _____
(Cust) (Minor)
under the _____ Uniform Transfers to Minors Act
(State)

Additional abbreviations may also be used though not in the above list.

ASSIGNMENT

For value received, the undersigned hereby sells, assigns and transfers unto _____ the within Bond and does hereby irrevocably constitute and appoint _____ attorney to transfer the Bond on the books kept for the registration thereof, with full power of substitution in the premises.

Dated:_____ _____

Notice: The assignor's signature to this assignment must correspond with the name as it appears upon the face of the within Bond in every particular, without alteration or any change whatever.

Signature Guaranteed: _____
Signature(s) must be guaranteed by a national bank or trust company or by a brokerage firm having a membership in one of the major stock exchanges or any other "Eligible Guarantor Institution" as defined in 17 CFR 240.17 Ad-15(a)(2).

The Bond Registrar will not effect transfer of this Bond unless the information concerning the transferee requested below is provided.

Name and Address: _____

_____

_____

(Include information for all joint owners if the Bond is held by joint account.)

8. Execution. The Bonds shall be in typewritten form, shall be executed on behalf of the City by the signatures of its Mayor and Administrator and be sealed with the seal of the City; provided, as permitted by law, both signatures may be photocopied facsimiles and the corporate seal has been omitted. In the event of disability or resignation or other absence of either officer, the Bonds may be signed by the manual or facsimile signature of the officer who may act on behalf of the absent or disabled officer. In case either officer whose signature or facsimile of whose signature shall appear on the Bonds shall cease to be such officer before the delivery of the Bonds, the signature or facsimile shall nevertheless be valid and sufficient for all purposes, the same as if the officer had remained in office until delivery.

9. Authentication. No Bond shall be valid or obligatory for any purpose or be entitled to any security or benefit under this resolution unless a Certificate of Authentication on the Bond, substantially in the form hereinabove set forth, shall have been duly executed by an authorized representative of the Bond Registrar. Certificates of Authentication on different Bonds need not be signed by the same person. The Bond Registrar shall authenticate the signatures of officers of the City on each Bond by execution of the Certificate of Authentication on the Bond and, by inserting as the date of registration in the space provided, the date on which the Bond is authenticated, except that for purposes of delivering the original Bonds to the Purchaser, the Bond Registrar shall insert as a date of registration the date of original issue of December 30, 2020. The Certificate of Authentication so executed on each Bond shall be conclusive evidence that it has been authenticated and delivered under this resolution.

10. Registration; Transfer; Exchange. The City will cause to be kept at the principal office of the Bond Registrar a bond register in which, subject to such reasonable regulations as the Bond Registrar may prescribe, the Bond Registrar shall provide for the registration of Bonds and the registration of transfers of Bonds entitled to be registered or transferred as herein provided.

Upon surrender for transfer of any Bond at the principal office of the Bond Registrar, the City shall execute (if necessary), and the Bond Registrar shall authenticate, insert the date of registration (as provided in paragraph 9) of, and deliver, in the name of the designated transferee or transferees, one or more new Bonds of any Authorized Denomination or Denominations of a like aggregate principal amount, having the same stated maturity and interest rate, as requested by the transferor; provided, however, that no Bond may be registered in blank or in the name of "bearer" or similar designation.

At the option of the Holder, Bonds may be exchanged for Bonds of any Authorized Denomination or Denominations of a like aggregate principal amount and stated maturity, upon surrender of the Bonds to be exchanged at the principal office of the Bond Registrar. Whenever any Bonds are so surrendered for exchange, the City shall execute (if necessary), and the Bond Registrar shall authenticate, insert the date of registration of, and deliver the Bonds which the Holder making the exchange is entitled to receive.

All Bonds surrendered upon any exchange or transfer provided for in this resolution shall be promptly canceled by the Bond Registrar and thereafter disposed of as directed by the City.

All Bonds delivered in exchange for or upon transfer of Bonds shall be valid general obligations of the City evidencing the same debt, and entitled to the same benefits under this resolution, as the Bonds surrendered for such exchange or transfer.

Every Bond presented or surrendered for transfer or exchange shall be duly endorsed or be accompanied by a written instrument of transfer, in form satisfactory to the Bond Registrar, duly executed by the Holder thereof or the Holder's attorney duly authorized in writing.

The Bond Registrar may require payment of a sum sufficient to cover any tax or other governmental charge payable in connection with the transfer or exchange of any Bond and any legal or unusual costs regarding transfers and lost Bonds.

Transfers shall also be subject to reasonable regulations of the City contained in any agreement with the Bond Registrar, including regulations which permit the Bond Registrar to close its transfer books between record dates and payment dates. The Finance Director is hereby authorized to negotiate and execute the terms of said agreement.

11. Rights Upon Transfer or Exchange. Each Bond delivered upon transfer of or in exchange for or in lieu of any other Bond shall carry all the rights to interest accrued and unpaid, and to accrue, which were carried by such other Bond.

12. Interest Payment; Record Date. Interest on any Bond shall be paid on each Interest Payment Date by check or draft mailed to the person in whose name the Bond is registered (the "Holder") on the registration books of the City maintained by the Bond Registrar and at the address appearing thereon at the close of business on the fifteenth day of the calendar month next preceding such Interest Payment Date (the "Regular Record Date"). Any such interest not so timely paid shall cease to be payable to the person who is the Holder thereof as of the Regular Record Date, and shall be payable to the person who is the Holder thereof at the close of business on a date (the "Special Record Date") fixed by the Bond Registrar whenever money becomes available for payment of the defaulted interest. Notice of the Special Record Date shall be given by the Bond Registrar to the Holders not less than ten days prior to the Special Record Date.

13. Treatment of Registered Owner. The City and Bond Registrar may treat the person in whose name any Bond is registered as the owner of the Bond for the purpose of receiving payment of principal of and premium, if any, and interest (subject to the payment provisions in paragraph 12) on, the Bond and for all other purposes whatsoever whether or not the Bond shall be overdue, and neither the City nor the Bond Registrar shall be affected by notice to the contrary.

14. Delivery; Application of Proceeds. The Bonds when so prepared and executed shall be delivered by the Finance Director to the Purchaser upon receipt of the purchase price, and the Purchaser shall not be obliged to see to the proper application thereof.

15. Fund and Accounts. There is hereby created a special fund to be designated the "General Obligation Capital Improvement Plan Bonds, Series 2020A Fund" (the "Fund") to be administered and maintained by the Finance Director as a bookkeeping account separate and apart from all other funds maintained in the official financial records of the City. The Fund shall be maintained in the manner herein specified until all of the Bonds and the interest thereon have been fully paid. There shall be maintained in the Fund the following separate accounts:

(a) Construction Account. To the Construction Account there shall be credited the proceeds of the sale of the Bonds. From the Construction Account there shall be paid all costs of issuance of the Bonds and all costs and expenses of financing the Project, including the cost of any construction contracts heretofore let and all other costs incurred and to be incurred of the kind authorized in Minnesota Statutes, Section 475.65. Moneys in the Construction Account shall be used for no other purpose except as otherwise provided by law; provided that the proceeds of the Bonds may also be used to the extent necessary to pay interest on the Bonds due prior to the anticipated date of commencement of the collection of taxes herein levied or covenanted to be levied; and provided further that if upon completion of the Project there shall remain any unexpended balance in the Construction Account, the balance shall be transferred by the City Council to the Debt Service Account.

(b) Debt Service Account. There are hereby irrevocably appropriated and pledged to, and there shall be credited to, the Debt Service Account: (i) all collections of taxes herein and hereafter levied for the payment of the Bonds; (ii) all funds remaining in the Construction Account after completion of the Project and payment of the costs thereof; (iii) all investment earnings on funds held in the Debt Service Account; and (iv) any and all other moneys which are properly available and are appropriated by the governing body of the City to the Debt Service Account. The Debt Service Account shall be used solely to pay the principal and interest of the Bonds and any other general obligation bonds of the City hereafter issued by the City and made payable from said account as provided by law.

No portion of the proceeds of the Bonds shall be used directly or indirectly to acquire higher yielding investments or to replace funds which were used directly or indirectly to acquire higher yielding investments, except (1) for a reasonable temporary period until such proceeds are needed for the purpose for which the Bonds were issued and (2) in addition to the above in an amount not greater than the lesser of five percent of the proceeds of the Bonds or $100,000. To this effect, any proceeds of the Bonds and any sums from time to time held in the Construction Account or Debt Service Account (or any other City account which will be used to pay principal or interest to become due on the bonds payable therefrom) in excess of amounts which under then applicable federal arbitrage regulations may be invested without regard to yield shall not be invested at a yield in excess of the applicable yield restrictions imposed by said arbitrage regulations on such investments after taking into account any applicable "temporary periods" or "minor portion" made available under the federal arbitrage regulations. Money in the Fund shall not be invested in obligations or deposits issued by, guaranteed by or insured by the United States or any agency or instrumentality thereof if and to the extent that such investment would cause the Bonds to be "federally guaranteed" within the meaning of Section 149(b) of the Internal Revenue Code of 1986, as amended (the "Code").

16. Tax Levy; Coverage Test. To provide moneys for payment of the principal and interest on the Bonds there is hereby levied upon all of the taxable property in the City a direct annual ad valorem tax which shall be spread upon the tax rolls and collected with and as part of other general property taxes in the City for the years and in the amounts as follows:

Years of Tax Levy	Years of Tax Collection	Amount

See Attached Schedule in Exhibit B

The tax levies are such that if collected in full they, together with other revenues herein pledged for the payment of the Bonds, will produce at least five percent in excess of the amount needed to meet when due the principal and interest payments on the Bonds. The tax levies shall be irrepealable so long as any of the Bonds are outstanding and unpaid, provided that the City reserves the right and power to reduce the levies in the manner and to the extent permitted by Minnesota Statutes, Section 475.61, Subdivision 3.

17. Defeasance. When all Bonds have been discharged as provided in this paragraph, all pledges, covenants and other rights granted by this resolution to the registered holders of the Bonds shall, to the extent permitted by law, cease. The City may discharge its obligations with respect to any Bonds which are due on any date by irrevocably depositing with the Bond Registrar on or before that date a sum sufficient for the payment thereof in full; or if any Bond should not be paid when due, it may nevertheless be discharged by depositing with the Bond Registrar a sum sufficient for the payment thereof in full with interest accrued to the date of such deposit. The City may also discharge its obligations with respect to any prepayable Bonds called for redemption on any date when they are prepayable according to their terms, by depositing with the Bond Registrar on or before that date a sum sufficient for the payment thereof in full, provided that notice of redemption thereof has been duly given. The City may also at any time discharge its obligations with respect to any Bonds, subject to the provisions of law now or hereafter authorizing and regulating such action, by depositing irrevocably in escrow, with a suitable banking institution qualified by law as an escrow agent for this purpose, cash or securities described in Minnesota Statutes, Section 475.67, Subdivision 8, bearing interest payable at such times and at such rates and maturing on such dates as shall be required, without regard to sale and/or reinvestment, to pay all amounts to become due thereon to maturity or, if notice of redemption as herein required has been duly provided for, to such earlier redemption date.

18. Compliance With Reimbursement Bond Regulations. The provisions of this paragraph are intended to establish and provide for the City's compliance with United States Treasury Regulations Section 1.150-2 (the "Reimbursement Regulations") applicable to the "reimbursement proceeds" of the Bonds, being those portions thereof which will be used by the City to reimburse itself for any expenditure which the City paid or will have paid prior to the Closing Date (a "Reimbursement Expenditure").

The City hereby certifies and/or covenants as follows:

(a) Not later than sixty days after the date of payment of a Reimbursement Expenditure, the City (or person designated to do so on behalf of the City) has made or will have made a written declaration of the City's official intent (a "Declaration") which effectively (i) states the City's

reasonable expectation to reimburse itself for the payment of the Reimbursement Expenditure out of the proceeds of a subsequent borrowing; (ii) gives a general and functional description of the property, project or program to which the Declaration relates and for which the Reimbursement Expenditure is paid, or identifies a specific fund or account of the City and the general functional purpose thereof from which the Reimbursement Expenditure was to be paid (collectively the "Project"); and (iii) states the maximum principal amount of debt expected to be issued by the City for the purpose of financing the Project; provided, however, that no such Declaration shall necessarily have been made with respect to: (i) "preliminary expenditures" for the Project, defined in the Reimbursement Regulations to include engineering or architectural, surveying and soil testing expenses and similar preliminary costs, which in the aggregate do not exceed twenty percent of the "issue price" of the Bonds, and (ii) a *de minimis* amount of Reimbursement Expenditures not in excess of the lesser of $100,000 or five percent of the proceeds of the Bonds.

(b) Each Reimbursement Expenditure is a capital expenditure or a cost of issuance of the Bonds or any of the other types of expenditures described in Section 1.150-2(d)(3) of the Reimbursement Regulations.

(c) The "reimbursement allocation" described in the Reimbursement Regulations for each Reimbursement Expenditure shall and will be made forthwith following (but not prior to) the issuance of the Bonds, and not later than 18 months after the later of (i) the date of the payment of the Reimbursement Expenditure, or (ii) the date on which the Project to which the Reimbursement Expenditure relates is first placed in service, but in no event more than three years after the date of payment of the Reimbursement Expenditure.

(d) Each such reimbursement allocation will be made in a writing that evidences the City's use of Bond proceeds to reimburse the Reimbursement Expenditure and, if made within 30 days after the Bonds are issued, shall be treated as made on the day the Bonds are issued.

Provided, however, that the City may take action contrary to any of the foregoing covenants in this paragraph upon receipt of an opinion of its Bond Counsel for the Bonds stating in effect that such action will not impair the tax-exempt status of the Bonds.

19. General Obligation Pledge. For the prompt and full payment of the principal and interest on the Bonds, as the same respectively become due, the full faith, credit and taxing powers of the City shall be and are hereby irrevocably pledged. If the balance in the Debt Service Account is ever insufficient to pay all principal and interest then due on the Bonds and any other bonds payable therefrom, the deficiency shall be promptly paid out of any other funds of the City which are available for such purpose, and such other funds may be reimbursed with or without interest from the Debt Service Account when a sufficient balance is available therein.

20. Certificate of Registration. A certified copy of this resolution is hereby directed to be filed with the County Auditor of Anoka County, Minnesota, together with such other information as the County Auditor shall require, and to obtain the County Auditor's Certificate that the Bonds have been entered in the County Auditor's Bond Register and that the tax levy required by law has been made.

21. Records and Certificates. The officers of the City are hereby authorized and directed to prepare and furnish to the Purchaser, and to the attorneys approving the legality of the

issuance of the Bonds, certified copies of all proceedings and records of the City relating to the Bonds and to the financial condition and affairs of the City, and such other affidavits, certificates and information as are required to show the facts relating to the legality and marketability of the Bonds as the same appear from the books and records under their custody and control or as otherwise known to them, and all such certified copies, certificates and affidavits, including any heretofore furnished, shall be deemed representations of the City as to the facts recited therein.

22. Continuing Disclosure. The City is the sole obligated person with respect to the Bonds. The City hereby agrees, in accordance with the provisions of Rule 15c2-12 (the "Rule"), promulgated by the Securities and Exchange Commission (the "Commission") pursuant to the Securities Exchange Act of 1934, as amended, and a Continuing Disclosure Undertaking (the "Undertaking") hereinafter described to:

(a) Provide or cause to be provided to the Municipal Securities Rulemaking Board (the "MSRB") by filing at www.emma.msrb.org in accordance with the Rule, certain annual financial information and operating data in accordance with the Undertaking. The City reserves the right to modify from time to time the terms of the Undertaking as provided therein.

(b) Provide or cause to be provided to the MSRB notice of the occurrence of certain events with respect to the Bonds in not more than ten (10) business days after the occurrence of the event, in accordance with the Undertaking.

(c) Provide or cause to be provided to the MSRB notice of a failure by the City to provide the annual financial information with respect to the City described in the Undertaking, in not more than ten (10) business days following such occurrence.

(d) The City agrees that its covenants pursuant to the Rule set forth in this paragraph and in the Undertaking is intended to be for the benefit of the Holders of the Bonds and shall be enforceable on behalf of such Holders; provided that the right to enforce the provisions of these covenants shall be limited to a right to obtain specific enforcement of the City's obligations under the covenants.

The Mayor and Administrator of the City or any other officer of the City authorized to act in their place (the "Officers") are hereby authorized and directed to execute on behalf of the City the Undertaking in substantially the form presented to the City Council subject to such modifications thereof or additions thereto as are (i) consistent with the requirements under the Rule, (ii) required by the Purchaser of the Bonds, and (iii) acceptable to the Officers.

23. Negative Covenant as to Use of Bond Proceeds and Project. The City hereby covenants not to use the proceeds of the Bonds or to use the Project, or to cause or permit them to be used, or to enter into any deferred payment arrangements for the cost of the Project, in such a manner as to cause the Bonds to be "private activity bonds" within the meaning of Sections 103 and 141 through 150 of the Code.

24. Tax-Exempt Status of the Bonds; Rebate. The City shall comply with requirements necessary under the Code to establish and maintain the exclusion from gross income under Section 103 of the Code of the interest on the Bonds, including without limitation (i) requirements relating to temporary periods for investments, (ii) limitations on amounts

invested at a yield greater than the yield on the Bonds, and (iii) the rebate of excess investment earnings to the United States. The City expects to satisfy the twenty-four month exemption for gross proceeds of the Bonds as provided in Section 1.148-7(d)(1) of the Regulations. The Mayor, the Finance Director or either one of them, are hereby authorized and directed to make such elections as to arbitrage and rebate matters relating to the Bonds as they deem necessary, appropriate or desirable in connection with the Bonds, and all such elections shall be, and shall be deemed and treated as, elections of the City.

25. Designation of Qualified Tax-Exempt Obligations. In order to qualify the Bonds as "qualified tax-exempt obligations" within the meaning of Section 265(b)(3) of the Code, the City hereby makes the following factual statements and representation:

(a) the Bonds are issued after August 7, 1986;

(b) the Bonds are not "private activity bonds" as defined in Section 141 of the Code;

(c) the City hereby designates the Bonds as "qualified tax-exempt obligations" for purposes of Section 265(b)(3) of the Code;

(d) the reasonably anticipated amount of tax-exempt obligations (other than private activity bonds, treating qualified 501(c)(3) bonds as not being private activity bonds) which will be issued by the City (and all entities treated as one issuer with the City, and all subordinate entities whose obligations are treated as issued by the City) during this calendar year 2020 will not exceed $10,000,000;

(e) not more than $10,000,000 of obligations issued by the City during this calendar year 2020 have been designated for purposes of Section 265(b)(3) of the Code; and

(f) the aggregate face amount of the Bonds does not exceed $10,000,000.

The City shall use its best efforts to comply with any federal procedural requirements which may apply in order to effectuate the designation made by this paragraph.

26. Official Statement. The Official Statement relating to the Bonds prepared and distributed by Ehlers is hereby approved and the officers of the City are authorized in connection with the delivery of the Bonds to sign such certificates as may be necessary with respect to the completeness and accuracy of the Official Statement.

27. Payment of Issuance Expenses. The City authorizes the Purchaser to forward the amount of Bond proceeds allocable to the payment of issuance expenses to Old National Bank, Chaska, Minnesota, on the closing date for further distribution as directed by Ehlers.

28. Severability. If any section, paragraph or provision of this resolution shall be held to be invalid or unenforceable for any reason, the invalidity or unenforceability of such section, paragraph or provision shall not affect any of the remaining provisions of this resolution.

29. Headings. Headings in this resolution are included for convenience of reference only and are not a part hereof, and shall not limit or define the meaning of any provision hereof.

The motion for the adoption of the foregoing resolution was duly seconded by _____ and, after a full discussion thereof and upon a 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 the resolution was declared duly passed and adopted by the Ramsey City Council this the 8th day of December, 2020.

STATE OF MINNESOTA
COUNTY OF ANOKA
CITY OF RAMSEY

I, the undersigned, the Administrator of the City of Ramsey, Minnesota, do hereby certify that I have compared the attached and foregoing extract of minutes with the original thereof on file in my office, and that the same is a full, true and complete transcript of the minutes of a meeting of the City Council, duly called and held on the date therein indicated, insofar as such minutes relate to authorizing the issuance and awarding the sale of $9,065,000 General Obligation Capital Improvement Plan Bonds, Series 2020A.

WITNESS my hand on December 8, 2020.

_____
Administrator

EXHIBIT A

PROPOSALS

[To be supplied by Ehlers & Associates, Inc.]

EXHIBIT B

TAX LEVY SCHEDULE

[To be supplied by Ehlers & Associates, Inc.]

Rating Action

S&P Global Ratings assigned its 'AA+' long-term rating to the City of Ramsey, Minn.'s series 2020A $9.065 million general obligation (GO) capital improvement plan bonds. At the same time, S&P Global Ratings affirmed its 'AA+' rating on the city's existing GO bonds. The outlook is stable.

The city's GO unlimited property tax pledge secures the series 2020A bonds. Bond proceeds will be used to finance construction of a new public works facility.

Credit overview

The city has consistently reported positive operating results in recent years supported by a growing tax base and good management practices and policies. In our view, Ramsey's underlying economy lacks the depth of higher rated peers, but the city benefits from its proximity to the broad and diverse Minneapolis-St. Paul-Bloomington metropolitan statistical area (MSA). Management projects a positive operating result for fiscal 2020 and a breakeven budget for fiscal 2021. Ramsey's revenue composition relies predominantly property taxes, and so far has resulted in minimal budgetary pressures from the COVID-19 pandemic and recent recession. Offsetting these strengths is the city's weak debt profile. While our rating outlook horizon has traditionally spanned two years, our view of the credit risks to Ramsey is centered on the more immediate economic and budget effects over the next year because of the pandemic. For S&P Global Economics' latest economic forecast, see the report "The U.S. Economy Reboots, With Obstacles Ahead," published Sept. 24, 2020, on RatingsDirect.

The rating reflects our assessment of the following factors for the city:

- Very strong economy, with access to a broad and diverse MSA;
- Strong management, with good financial policies and practices under our Financial Management Assessment (FMA) methodology;
- Adequate budgetary performance, with operating surpluses in the general fund and at the total governmental fund level in fiscal 2019;
- Very strong budgetary flexibility, with an available fund balance in fiscal 2019 of 69% of operating expenditures;
- Very strong liquidity, with total government available cash at 4.2x total governmental fund expenditures and 24.5x governmental debt service, and access to external liquidity we consider strong;
- Weak debt and contingent liability profile, with debt service carrying charges at 17.3% of expenditures and net direct debt that is 141.7% of total governmental fund revenue, but low overall net debt at less than 3.0% of market value; and
- Strong institutional framework score.

Environmental, social, and governance factors

The rating also incorporates our view of the health and safety risks posed by the COVID-19 pandemic, which we consider social risk factors. Although the scope of economic and financial challenges posed by the pandemic remains unknown, we believe a prolonged disruption could weaken the city's local economy. Absent the implications of the pandemic, we consider Ramsey's social risks to be in line with those of the sector. We also view the city's environmental and governance risks as being in line with our view of the sector.

Stable Outlook

Downside scenario

We could lower the rating if, due to budgetary imbalance or planned drawdowns, available reserves materially weaken.

Upside scenario

Although unlikely, in our opinion, a higher rating is possible with continued growth and diversification of the city's economy to levels commensurate with those of higher-rated peers, coupled with moderation to the city's debt profile.

Credit Opinion

Very strong economy

We consider Ramsey's economy very strong. The city, with an estimated population of 27,050, is located in Anoka County in the Minneapolis-St. Paul-Bloomington MSA, which we consider to be broad and diverse. The city has a projected per capita effective buying income of 112% of the national level and per capita market value of $103,925. Overall, the city's market value grew by 7.4% over the past year to $2.8 billion in 2019.

Ramsey is approximately 20 miles north of Minneapolis in Anoka County. City residents benefit from proximity to the Minneapolis-St. Paul-Bloomington MSA, as reflected in Ramsey's strong incomes and extremely strong market values. While most residents commute throughout the MSA for employment, several sizable employers are located within the city itself, including Life Fitness (460 employees), Vision-Ease Lens (300), and Connexus Energy Utility (250).

The city's tax base is predominantly residential (66%), followed by commercial/industrial (20%). Residential growth in Ramsey has been strong in recent years and has led to steady increases in market value. We expect this positive valuation trend to continue based on recent building permitting trends for new residential and industrial developments.

Management reports no major layoffs or closures among larger area employers as a result of the pandemic. However, social distancing and the effects of the pandemic and recent recession caused elevated rates of unemployment in 2020. Anoka County's unemployment rate peaked at 9.8% in May before falling to 5.7% in September.

Strong management

We view the city's management as strong, with good financial policies and practices under our FMA methodology, indicating financial practices exist in most areas, but that governance officials might not formalize or monitor all of them on a regular basis.

Highlights of Ramsey's financial policies and practices include:

- Reference to four years of historical data, outside data sources, and line-item estimates during budget development;
- Monthly budget-to-actual reports to the council, with a budget that can be amended as necessary throughout the year;
- A five-year financial forecast, updated annually;
- A 10-year capital improvement plan, updated annually;
- A formal investment management policy, along with management reporting investment holdings to the council monthly;
- A formal debt management policy that we do not consider comprehensive; and
- A formal general fund reserve policy to maintain a minimum of 50% of expenditures, which the city has historically followed.

Adequate budgetary performance

Ramsey's budgetary performance is adequate in our opinion. The city had operating surpluses of 3.0% of expenditures in the general fund and of 13.0% across all governmental funds in fiscal 2019. General fund operating results of the city have been stable over the past three years, with a result of 4.7% in 2018 and a result of 3.6% in 2017.

Although budgetary performance has generated net positive results in the past three fiscal years, we believe the pressures resulting from the pandemic and recent recession could pose budgetary challenges in the near term. The budgetary performance score of adequate reflects our view of the budgetary uncertainty Ramsey has faced throughout the pandemic.

The fiscal 2020 budget shows a breakeven result, but management expects the city will report a surplus of approximately $600,000 by fiscal year-end due to reimbursable pandemic-related expenses. Ramsey received a total of $2.5 million of funding distributed under the Coronavirus Aid Relief and Economic

Security Act for extraordinary pandemic-related expenses in the current fiscal year. For fiscal 2021, management expects to budget for at least a breakeven general fund results, with a 4.3% levy increase.

The general fund's major revenue sources primarily include property taxes (81%), followed by licenses and permits (7%) and charges for services (6%). We expect local property tax bases to remain stable under recessionary pressures, which should help insulate the city from revenue volatility that other local governments that rely on nonproperty tax sources, such as sales and income taxes, might experience. Based on Ramsey's historically positive budgetary performance and expectations for positive results in fiscal 2020, we expect the city will maintain adequate-to-strong budgetary performance over upcoming years.

Very strong budgetary flexibility

Ramsey's budgetary flexibility is very strong, in our view, with an available fund balance in fiscal 2019 of 69% of operating expenditures, or $8.9 million. We expect the available fund balance to remain above 30% of expenditures for the current and next fiscal years, which we view as a positive credit factor. Over the past three years, the total available fund balance has remained at a consistent level overall, totaling 69% of expenditures in 2018 and 72% in 2017.

Based on the city's lack of plans to draw down reserves for any purpose, we expect budgetary flexibility to remain very strong.

Very strong liquidity

In our opinion, Ramsey's liquidity is very strong, with total government available cash at 4.2x total governmental fund expenditures and 24.5x governmental debt service in 2019. In our view, the city has strong access to external liquidity if necessary.

The city reported $76.8 million of cash and investments available for liquidity in fiscal 2019, held primarily in certificates of deposit, municipal bonds, and U.S. agency securities, which we do not consider aggressive investments. The city has strong access to external liquidity, in our opinion, because of its history issuing GO debt over the last two decades. Ramsey has no exposure to direct-purchase debt, and we expect its liquidity to remain very strong.

Weak debt and contingent liability profile

In our view, Ramsey's debt and contingent liability profile is weak. Total governmental fund debt service is 17.3% of total governmental fund expenditures, and net direct debt is 141.7% of total governmental fund revenue. Overall net debt is low at 2.5% of market value, which is in our view a positive credit factor.

Our view of the city's debt profile weakened because its debt amortization fell below 65% maturing within the next 10 years, the level we consider rapid. Ramsey indicates it could issue up to $3 million in GO debt to finance various capital improvements in upcoming years; however, we do not anticipate these new money debt plans will materially weaken our view of the city's debt profile given that Ramsey will amortize more existing debt than it plans to issue in the medium term.

Pension and other postemployment benefits

Ramsey's combined required pension and actual other postemployment benefits (OPEB) contributions totaled 4.0% of total governmental fund expenditures in 2019. The city made its full annual required pension contribution in 2019.

- We do not believe that pension liabilities represent a medium-term credit pressure, as contributions are only a modest share of the budget, and we believe Ramsey has the capacity to absorb higher costs without pressuring operations.
- The city's two cost-sharing, multiple-employer pension plans have seen improvements in funded status in recent years, though plan statutory contributions have regularly fallen short of actuarial recommendations. Along with certain plan-specific actuarial assumptions and methods, this introduces some long-term risk of funding volatility and cost acceleration.
- Although the city funds its OPEB on a pay-as-you-go basis, exposing it to cost acceleration and volatility, we expect that medium-term costs will remain only a small share of total spending and therefore are not a significant budgetary pressure.

They city participates in the following defined-benefit plans:

- Minnesota General Employees Retirement Fund (GERF): 80.2% funded (as of June 30, 2019), with a city proportionate share of the plan's net pension liability of $2.9 million.
- Minnesota Police and Fire Fund (PEPFF): 89.3% funded (June 30, 2019), with a proportionate share of $2.5 million.
- A single-employer OPEB plan, limited to the implicit rate subsidy, which is funded on a pay-as-you-go basis with a net OPEB liability of $699,000.

Total contributions to GERF and PEPFF were 89% and 94%, respectively, of our minimum funding progress metric and were slightly above static funding in both cases. Annual contributions are based on a statutory formula that has typically produced contributions lower than the actuarially determined contribution for each plan. In our view, this increases the risk of underfunding over time, if the state legislature does not make adjustments to offset future funding shortfalls. Other key risks include a 7.5% investment rate-of-return assumption (exceeding our 6.0% guideline) that indicates some exposure to cost acceleration as a result of market volatility, and an amortization method that significantly defers contributions through a lengthy, closed 30-year amortization period based on a level 3.25% payroll

growth assumption. Regardless, costs remain only a modest share of total spending, and we believe they are unlikely to pressure the city's medium-term operational health.

Strong institutional framework

The institutional framework score for Minnesota cities with a population greater than 2,500 is strong.

CC Regular Session **7. 2.**

Meeting Date: 12/08/2020

By: Colleen Lasher, Administrative Services

Information

Title:

Consider Action Reduce Interest Charged on Deferred Assessments Due Upon Sale of Tract A, RLS No. 119

Purpose/Background:

Attached is a letter dated October 26, 2020 from the Hamilton and Holasek families requesting a reduction in the interest charged on deferred assessments due upon their recent sale of Tract A, RLS No. 119. Staff has concluded that the assessment and interest charges are valid and are normal for cities to charge, and does not recommend a reduction.

Generally, deferred special assessments are charged interest from the time of deferral until there is a qualifying event such as the sale of property, or the death of the property owner. Notably, this property was also designated *Green Acres* by Anoka County. The *Green Acres* designation allows deferral, however does not exempt a property from paying full assessments plus interest upon sale. The assessments also could have been paid without interest at the time they were levied.

The *Green Acres* tax designation is a policy that lowers the holding costs of active agricultural land. Under *Green Arcres*, the property owners benefit by paying nominal property taxes. For example, in this case, the land is valued at $821,000 today and the tax amount is $492 for 2020. Anoka County provided the attached recorded certificate of deferred assessments from 2007. The amount of the deferral and interest charged is not required to be on this document, but it is clear documentation that a deferred assessment was recorded on the property for the 1987 project. Interest on deferred assessments is allowed by State Statute.

The property owners argue that the interest is high (8,1%) and that they were unaware of the deferral balance with the interest being charged per the City's policy. These amount would have been made available upon request of the property owners to the City.

Observations/Alternatives:

Staff review and consultation with the City’s City Finance Director, City Attorney, and City Financial advisor concluded that the City's process and policies were are appropriate in this case, and that the full amount of assessments plus interest are due and payable. Our Attorney and Financial consultant have confirmed that it is common practice for cities to charge interest from the time of deferral until payment. Therefore, it is recommended that the established process be followed, and interest be paid from date of deferral. It would not be consistent with City policy or past practice to forgive all or a portion of the differed interest, nor would it be a prudent precedent for the City in regard to similar situations in the future.

Please note, Anoka County provided the attached recorded certificate of deferred assessments dated March 27, 2007, for the 1987 project (#87-18). The amount of the deferred assessment of $25,280 is indicated, but interest rate charged is not required to be on this document. The City's deferral policy with interest charges are allowed by State Statute.

Recommendation:

Staff recommends denial of this request for the reasons outlined above. The City Council is able to consider this request and recommend a different approach if desired, however, if it is the decision to reduce the interest payments, consideration should be given to a policy that would cover similar situations in the future (e.g., based upon the length of the assessment deferral, interest rate fluctuation, etc.).

Action:

Motion to deny the request of the Hamilton and Holasek families rto reduce the interest charged on deferred assessments due upon their recent sale of Tract A, RLS No. 119, 2020:

Attachments

Hamilton_Halosek Appeal

Deferralw_GreenAcres

Fact Sheet 5 Green Acres

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	12/03/2020 04:55 PM
Form Started By: Colleen Lasher		Started On: 11/24/2020 04:56 PM
Final Approval Date: 12/03/2020		

Hand delivered to
Ramsey City Office
10/27/2020
Lisa Hamilton
on behalf
of Hamilton*
Hobasek family
landowners

October 26, 2020

Attn: Office of the Mayor
City of Ramsey
7550 Sunwood Drive NW
Ramsey, MN 55303

RE: Outstanding assessment of $88,706.18 on legal description –, Anoka County, Minnesota (principal amount of $25,280 plus interest of $63,426.18)

Dear Mayor LeTourneau and Ramsey City Council members,

Our families have been landowners and (in the case of the Hamiltons) citizens of the City of Ramsey over the past 50+ years. We recently sold our property Tract A, Registered Land Survey, No. 119 to Connections Church on October 20, 2020. We are excited to welcome the church to our neighborhood and feel that their presence will greatly benefit the city as a whole.

We are writing to share our concerns around the amount of the assessment for the road installation and improvements that were presented to us around the time of the closing of $88,706.18 (principal amount of $25,280 plus interest of $63,426.18).

Once we were alerted to the amount of the assessment and in particular the very large amount of interest owed, we requested and received a copy of the resolution #89-09-238 (Resolution adopting assessment improvement project #87-18 and #88-9 – Improvements to Front Street NW, Tungsten Street NW, and Sunfish Lake Blvd. N.W.) from the City of Ramsey on October 16, 2020. We also received information City Attorney Joseph J. Langel including the Minnesota Department of Revenue Fact Sheet, stating, "Once an entire parcel is withdrawn from Green Acres, [the owner] will also be responsible to pay any deferred special assessments plus any interest." This per City Attorney Langel is based Minn. Stat 273.111, subd. 11.

The families have carefully reviewed and understand this information but have been unaware that interest on this assessment was accruing. We diligently researched our family records regarding this deferred road assessment. Neither the family nor our attorney from that timeframe (1988-1990) were able to locate any communication from the City of Ramsey that resolution #89-29-08 was passed and applicable to our situation. We also could not find any notification that assessment amount would accrue interest at the rate of 8.1%. At our request, Cindy Nelson, on October 20, 2020, researched city records for any communication that was sent to the families in late 1989 on the passed Resolution #89-09-238 and the implications to the family. Cindy Nelson confirmed on October 21, 2020 that she could not find any such communication.

In reviewing the resolution #89-09-238 carefully, we note the following:

- The resolution contemplated that all assessment amounts would be paid over 10 years in annual installments.
- The city must have, in some fashion, waived the requirement that annual installments should be paid in the case of our property
- The interest rate of 8.1% was set, presumably, based on prevailing interest rates at the time, contemplating a 10-year time horizon. Interest rates have of course dropped substantially since that time.

Given these facts, and the fact that the communication between the city and the landowners to memorialize any agreements cannot be located, we respectfully ask that the interest the City of Ramsey calculated on the assessment be removed or reduced substantially.

As a potential compromise and to reach a common resolution quickly, we would offer to pay 10 years worth of interest (the same number of years mentioned in the resolution) on the assessment at the 8.1% rate, or $20,476.80 in addition to the original assessment of $25,280. This amount seems fair and equitable given the situation. Should you agree with this, we are prepared to quickly instruct that this amount be released to the City from escrow.

We look forward to working with you for quick resolution of this matter. We would appreciate a prompt response. Thank you for your review and consideration of our request.

Respectfully,

Lora G. Hamilton
Corinne M. Holasek

Lora G. Hamilton (representing the Hamilton family landowners),
Corinne M. Holasek (representing the Holasek family landowners),

Attached:
Resolution 89-09-238
Communication with City of Ramsey regarding interest calculation

ATTACHMENTS:
Resolution 89-09-238

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

RESOLUTION #89-09-238

RESOLUTION ADOPTING ASSESSMENT (IMPROVEMENT PROJECT #87-18 AND #88-9 - IMPROVEMENTS TO FRONT STREET N.W., TUNGSTEN STREET N.W., AND SUNFISH LAKE BLVD. N.W.)

WHEREAS, pursuant to proper notice duly given as required by law, the Ramsey City Council has met and heard and passed upon all objections to the proposed assessment for the following improvements:

a) Tungsten Street N.W. between U.S. Highway #10 N.W. and Front Street N.W.

b) Front Street N.W. and 138th Avenue N.W. between Tungsten Street N.W. and Feldspar Street N.W.

c) Sunfish Lake Blvd. N.W. between U.S. Highway #10 N.W. and Front Street N.W.

d) Feldspar Street N.W. between 138th Avenue N.W.a nd U.S. Highway #10 N.W.

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

1) That such proposed assessment, a copy of which is attached hereto and made a part hereof, is hereby accepted and shall constitute the special assessment against the lands named therein, and each tract of land therein included is hereby found to be benefited by the proposed in the amount of the assessment levied against it.

2) That such assessment shall be payable in variable annual installments extending over a period of ten years, the first of the installments to be payable with the first half of the property taxes for 1990 and shall bear interest at the rate of 8.1 per cent annum from the date of the adoption of this assessment resolution. To the first installment shall be added interest on the entire assessment from the date of this resolution until December 31, 1989. To each subsequent installment when due shall be added interest for one year on all unpaid installments.

3) That the owner of any property so assessed may, at any time prior to certification of the assessment to the Anoka County Auditor, pay the whole of the assessment on such property, with interest accrued to the date of payment, to the City Finance Department, except that no interest shall be charged if the entire assessment is paid within 30 days from the adoption of this resolution; and he may, at any time thereafter, pay to the City Finance Department the entire amount of the assessment remaining unpaid, with interest accrued to December 31 of the year in which such payment is made. Such payment must be made before October 10, 1989 or interest will be charged through December 31 of the next succeeding year.

4) That the City transmit a certified duplicate of this assessment to the Anoka County Auditor's office to be extended on the proper tax lists of the County, and such assessments shall be collected and paid over in the same manner as other municipal taxes.

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

Mayor Reimann
Councilmember DeLuca
Councilmember Pearson
Councilmember Cich
Councilmember Peterson

and the following voted against the same:

None

and the following abstained:

None

and the following were absent:

None

whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 5th day of September, 1989.

Gary R Reimann
Mayor

ATTEST:

Kay K. Hartig
City Administrator

From: Cindy Nelson <cnelson@ci.ramsey.mn.us>
Date: October 21, 2020 at 10:50:40 AM CDT
To: LISA HAMILTON <liswill@msn.com>
Cc: Sharon Hastings <SLHastings@usfamily.net>
Subject: RE: scanned document (a follow-on request)

Hello Lisa and Sharon,

I have not found any additional documentation other than the resolution. I have contacted Anoka County to see when Green Acres was established for the property since that status is what allowed the requested deferral. The county is required to let us know when the Green Acres status terminates or a change in ownership occurs and at that time we can collect the principal and interest balance of the deferred assessment on the property.

Sincerely,

Cindy Nelson

City of RAMSEY

Cindy Nelson, CPP
Accountant II | City of Ramsey
7550 Sunwood Drive NW
Ramsey, MN 55303
763-433-9822 (Direct) | 763-433-9898 (Fax)
cnelson@cityoframsey.com

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

Please consider the environment before printing

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From: LISA HAMILTON <liswill@msn.com>
Sent: Tuesday, October 20, 2020 9:34 AM
To: Cindy Nelson <cnelson@ci.ramsey.mn.us>
Cc: Sharon Hastings <SLHastings@usfamily.net>
Subject: Re: scanned document (a follow-on request)

Hi Cindy,

Thank you for resolution document and interest information. Do you (City of Ramsey) have a copy of correspondence that was provided to Edward Hamilton and Winslow Holasek at the time the resolution was passed? We (family) understand the resolution but cannot find any

information / documentation in Edward or Winslow files regarding interest correspondence on the assessment. It would be so helpful if the city could provide copy of this correspondence.

I've cc'd Sharon Hastings (Winslow's daughter and point of contact for Holasek family) as well on this message so you can reply to all.

Best regards,
Lora and Lisa Hamilton

Sent from my iPad

On Oct 16, 2020, at 11:06 AM, Cindy Nelson <cnelson@ci.ramsey.mn.us> wrote:

Hi Lora and Lisa,

I have attached a copy of the complete resolution.

The interest was computed as straight line not compound. The first year was calculated based from September 5th, 1989 date of assessment to December 31, 1990 and that was equal to $2,507.70. Each year after that thru 2019 was $2,047.68 of interest (29 years at 2047.68= 59,382.72). For 2020 we calculated $1,535.76 which equals 9 months of interest.

1989-1990 interest	$ 2,507.70
1991-2019	$59,382.72
2020	$ 1,535.76
Total Interest	$63,426.18

Please let me know if you have any additional questions.

Sincerely,

<image001.jpg>

Please consider the environment before printing

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From: LISA HAMILTON <liswill@msn.com>
Sent: Friday, October 16, 2020 10:32 AM
To: Cindy Nelson <cnelson@ci.ramsey.mn.us>; Joe Langel <jjl@ratwiklaw.com>
Subject: Re: scanned document (a follow-on request)

Hi Cindy,

Thank you for update and resolution document. Couple further requests:

The attached document you sent shows resolution passed on 5th date but doesn't show what month and year. Can you please share addition page(s) with remaining date information. We do not remember receiving notification that principal would accrue interest.

The family has also asked to know how interest compounded? Can you please share that calculation.

Thank you

Lora and Lisa Hamilton

Sent from my iPhone

From: Cindy Nelson <cnelson@ci.ramsey.mn.us>
Date: October 16, 2020 at 9:28:21 AM CDT
To: LISA HAMILTON <liswill@msn.com>
Cc: Joe Langel <jjl@ratwiklaw.com>
Subject: RE: scanned document (a follow-on request)

Hello Lora an Lisa Hamilton,

We confirmed with our city attorney that interest accrues from the date of assessment in 1989 until the city receives final payoff of the outstanding assessment which is proposed to be year 2020 (see paragraph below from City Attorney Langel regarding statute). The calculation of payment was based on payoff as of September 30th, 2020 assuming we would receive the payment before the end of October 2020. The total amount of the outstanding assessment is $88,706.18 which comprises a principle amount of $25,280 plus interest of $63,426.18.

I have also attached a copy of the resolution from 1989 for your records.

Please let me know if you have any questions. Also, I have copied our city attorney on this.

Sincerely,

Cindy Nelson
City of Ramsey

According to a Minnesota Department of Revenue Fact Sheet, "Once an entire parcel is withdrawn from Green Acres, [the owner] will also be responsible to pay any deferred special assessments plus any interest."

That is based on the statutory language in Minn. Stat. § 273.111, subd. 11, which states:

"When such property no longer qualifies under subdivision 3 or 3a, all deferred special assessments **plus interest** shall be payable in equal installments spread over the time remaining until the last maturity date of the bonds issued to finance the improvement for which the assessments were levied. If the bonds have matured, the deferred special assessments **plus interest** shall be payable within 90 days. The provisions of section 429.061, subdivision 2, apply to the collection of these installments. Penalty shall not be levied on any such special assessments if timely paid."

As for their claim that Jo only certified the principal amount, so no interest accumulated, I point to the sentence preceding to the above quote:

"If special assessments against the property have been deferred pursuant to this subdivision, the governmental unit shall file with the county recorder in the county in which the property is located a certificate containing the legal description of the affected property and of **the amount deferred**."

I read this as requiring the actual assessment amount to be provided to the County, not an amount plus accumulated interest.

Let me know if you have any questions.

Joe

<image004.png>

Joseph J. Langel
Ratwik, Roszak & Maloney, P.A.
730 Second Ave. South, Suite 300
Minneapolis, MN 55402
PH: 612-339-0060 | Direct Fax: 612-225-6860
Web: www.ratwiklaw.com

Record ID 1805855

CERTIFICATE OF DEFERRED ASSESSMENTS

491186.016

CITY OF RAMSEY)

COUNTY OF ANOKA)

STATE OF MINNESOTA)

I, Jo Ann M. Thieling, being the duly qualified City Clerk of the City of Ramsey, Minnesota do herby state that pursuant to Statute 429.061 there are deferred assessments against certain properties situated in the City of Ramsey more fully described on Exhibit A attached hereto and further that the amounts of such assessment and commencement of payment are further set forth on Exhibit A.

IN TESTIMONY WHEREOF, I have hereunto subscribed my hand this 27th day of March, 2007.

CITY OF RAMSEY

Jo Ann M. Thieling, City Clerk

Drafted by Joan Smith
City of Ramsey
7550 Sunwood Drive NW
Ramsey, MN 55303-5137

EXHIBIT A

34-32-25-14-0014

TRACT A REG LAND SURVEY NO 119

Deferred Assessments:
$25,280.00, Project #87-18 Street Improvements/Sewer & Water Trunk

Assessments will be deferred until the City of Ramsey receives written notification from the County of Anoka that the property no longer meets the Green Acres determination.

ANOKA COUNTY MINNESOTA

Document No.: 491186.016 TORRENS

I hereby certify that the within instrument was filed in this office for record on: 04/06/2007 10:12:00 AM

Fees/Taxes In the Amount of: $46.00

MAUREEN J. DEVINE

Anoka County Property Tax Administrator/Recorder/Registrar of Titles

TAP, Deputy

Record ID: 1805855

Green Acres Program (Minnesota Agricultural Property Tax Law)

5

Property Tax Fact Sheet 5

Fact Sheet

The Green Acres Program provides property tax relief for owners of agricultural property in areas where the market value of land is affected by development pressure, sales of recreational land, or other non-agricultural factors.

What does Green Acres do?

The Green Acres tax deferral program allows farm properties to be valued using an agricultural value instead of the estimated market value – which may reflect development pressures.

In the 1960s, development pressures caused valuation and tax increases for farms, and were potentially forcing farmers off their land. The Legislature developed the Green Acres program to allow qualifying farmers to pay property taxes based on the agricultural value of their land and deferring the higher property taxes based on the land's value as residential or commercial property.

This law is commonly referred to as Green Acres (Minnesota Statutes, section 273.111).

What is "estimated market value"?

Estimated market value represents what the property would sell for in an open-market, arm's-length transaction. It also reflects the property's highest and best use, such as what will bring the greatest economic return to the land. Minnesota law requires assessors to value property at its estimated market value.

For many farm properties, the highest and best use may be to develop the land for a residential or commercial use. The residential or commercial value of a property may be higher than that of farmland.

What is the "agricultural value" of a property?

The agricultural value of a property is its value when used for agricultural purposes.

How do you determine the agricultural value?

The Legislature directed the Commissioner of Revenue to develop a fair method for determining the agricultural values for each county in an effort to develop statewide uniformity.

It is sometimes difficult to find sales of agricultural properties that are not affected by the non-agricultural factors such as development pressure or sales of recreational land.

Each year, the Department of Revenue studies statewide sales of agricultural property that are relatively unaffected by non-agricultural market influences. The department uses these sales to calculate the counties' agricultural values that are used for all properties enrolled in Green Acres.

There are separate values for tillable and non-tillable land per acre for each county. The county assessor applies agricultural values to individual properties. The value may differ on each individual parcel due to quality of land, location, or other factors.

How does Green Acres deferral work?

Taxes are calculated on both the estimated market value (higher value based on highest and best use) and the agricultural value (lower value) when properties are enrolled in the program.

The difference of the two calculated tax amounts is deferred until the property is sold or no longer qualifies for the Green Acres program.

Tax on the Estimated Market Value
\- Tax on the Agricultural Value
= Deferred Tax

This fact sheet is intended to help you become more familiar with Minnesota tax laws and your rights and responsibilities under the laws. Nothing in this fact sheet supersedes, alters, or otherwise changes any provisions of the tax law, administrative rules, court decisions, or revenue notices. Alternative formats available upon request.

When the property no longer qualifies for the program the deferred tax (the difference between the agricultural tax and the tax based on the estimated market value) for the current tax payable year and the 2 prior years must be paid to the county.

What about special assessments?

Special local assessments may be deferred while the property qualifies for Green Acres. When the property is sold, transferred, or otherwise withdrawn from the program, all deferred special assessments are due.

What property qualifies for the program?

Only property that is classified as class 2a agricultural land is eligible for enrollment in the Green Acres program. The property must:

1. be at least 10 acres in size or a nursery or greenhouse; and
2. be primarily devoted to the production for sale of agricultural products

If you have class 2b rural vacant land as a part of your farm homestead, it will not qualify for Green Acres tax deferral but it may be eligible to receive other benefits under the Rural Preserve Property Tax Program.

Your assessor will assist you in determining which portions of your farm are considered agricultural and which are considered rural vacant land.

Green Acres enrollment is limited to properties owned by individuals and certain family farm entities.

Ownership requirements:

To qualify for Green Acres, the property must be one of the following:

- the homestead of the owner, owner's spouse, child, or sibling
- farmed in conjunction with the owner's homestead property
- has been in possession of the applicant, the applicant's spouse, parent, or sibling for at least 7 years prior
- farmed in conjunction with property within four townships or cities (or any combination) from property that has been in possession of the owner, owner's spouse, parent, or sibling (or any combination) for at least 7 years
- in possession of a nursery, greenhouse, or an entity owned by a proprietor, partnership, or corporation which also owns the nursery or greenhouse operations on the parcel(s).

How do I apply?

You apply with the County Assessor's Office in the county where the property is located. Applications are due by May 1 in order to receive consideration for the next taxes-payable year.

Your assessor may also require an agricultural use verification form, proof that the property meets all requirements, and/or a copy of the appropriate schedule or form showing farm income has been included in the most recently filed federal income tax return of the applicant.

What else should I know about Green Acres?

When a property enrolled in Green Acres is sold to another person who may qualify for the program, the new owner must apply to the county assessor within 30 days of the purchase for the program to continue on the property.

If at any time you sell, transfer, subdivide, or otherwise withdraw any part of your property from the Green Acres program, you will be responsible to pay back deferred taxes on the acreage withdrawn for the current year plus the two prior years. Once an entire parcel is withdrawn from Green Acres, you will also be responsible to pay any deferred special assessments plus any interest.

Where can I get more information?

For additional information on estimated market value, refer to Fact Sheet 2, *How the Assessor Estimates Your Market Value*.

If you have questions or need more information about the Green Acres Program, contact your County Assessor's Office.

CC Regular Session **7. 3.**

Meeting Date: 12/08/2020

Submitted For: Jeff Katers, Police **By:** Brad Bluml, Police

Information

Title:

Adopt Resolution #20-307 to Approve Acceptance of a Grant for Dedicated DWI Enforcement and Authorize an Additional Police Officer Hire in 2021

Purpose/Background:

The purpose of this case is to consider approval of the attached Resolution 20-307 that approves acceptance of a grant for dedicated DWI enforcement, and to authorize an additional Police Officer Hire in 2021.

In the summer of 2019, and again in the summer of 2020, Sergeant Hemmerich applied for a grant from the Minnesota Department of Public Safety (DPS), Office of Traffic Safety (OTS) for a full-time DWI Officer. The DWI officer would work on local roads during the peak nights and times when drinking and driving occur, targeting traffic and DWI enforcement. Unfortunately, we were not selected on either of these first two applications. In November of 2020, Sergeant Hemmerich applied for a third time, and on December 1st was notified the City of Ramsey was awarded the grant. The award is currently estimated at $80,099.85 of reimbursable funds; covering full-time wages, fringe benefits, and any potential overtime.

Federal guidelines require this money to be spent on projects designed to reduce DWI incidents. Progress continues to be made in reducing the incidents of impaired driving, which unfortunately still remains an issue. All enforcement grants are part of the traffic safety program called Toward Zero Deaths (TZD), which works to create a safe driving culture in Minnesota by supporting a goal of zero road fatalities.

In 2018, it was conservatively estimated by the National Safety Council that the cost of alcohol-related crashes in Minnesota was $285 million. The same year, 23 percent of serious injuries sustained in crashes and 32 percent of traffic crash fatalities were alcohol-related. To address this ongoing issue, the Office of Traffic Safety will continue to offer a program supporting full-time officers dedicated to DWI enforcement and traffic safety. Only agencies from the top fifteen counties with the most impaired-related deaths and serious injuries are eligible for grant funds. Unfortunately, Anoka County is one of these fifteen counties. The goal listed in Ramsey's application is to reduce drunk driving-related deaths and alcohol-related suspected serious injuries. Ramsey will use social media to host "virtual" ride-alongs, publishing enforcement statistics, attending Happy Days to answer questions in conjunction with our crash car exhibit, and speaking at community events such as Safety Camp.

Observations/Alternatives:

For 2021, the Police Department is currently budgeted for one additional (28th) full-time patrol officer to start April 1, 2021. With this grant, the Police Department is requesting a second additional (29th) full-time patrol officer to also start April 1, 2021. In essence, the Police Department is requesting advance hiring of the Police Officer planned for 2022 (from the 5-yr budget plan).

Diverting the grant-funded officer to the required traffic enforcement takes them away from regular patrol duties. For this reason, the Police Department is recommending that, if the grant is approved, an additional officer be hired to backfill those patrol duties.

Advancing the officer outside of the normal budget process does not allow the City Council to consider the relative needs of other departments, nor does it consider future potential economic concerns in 2022. An option would be to consider the additional police officer hire later in 2021. The long-term loss of patrol hours, or reassigning other

non-patrol officers in the department, are other less desireable alternatives. The Police Chief has concerns about approving the grant without backfilling the patrol position.

Utilizing grant funds, hiring a second officer would not require an increase in the 2021 budget. The City will realize slight wage savings; due to a senior officer being paid for by the grant and a new starting pay officer being hired in their place. The City would also realize savings by hiring two officers from a single process; the hiring process requires many staff hours.

Funding Source:

This grant is funded for nine months, beginning on January 1, 2021, and ending September 30, 2021 (end of the federal fiscal year) is federally financed by the National Highway Traffic Safety Administration (NHTSA) with impaired driving funds. There may be an opportunity to apply for another grant in 2022 to continue funding, however, the additional (29th) licensed officer is proposed to become part of the base 2022 budget.

Recommendation:

Staff recommends the city council authorize the police department's participation in the grant program, and to authorize an additional Police Officer hire starting April 1, 2021.

Action:

Motion to adopt Resolution 20-307 to approve acceptance of a grant for dedicated DWI enforcement, and Authorize an Additional Police Officer Hire starting April 1, 2021.

Attachments

2021 DWI Officer RFP

Resolution #20-307

Form Review

Inbox	Reviewed By	Date
Jeff Katers	Jeff Katers	12/02/2020 10:31 AM
Kurt Ulrich	Colleen Lasher	12/02/2020 10:57 AM
Tim Gladhill	Tim Gladhill	12/03/2020 09:03 AM
Diana Lund	Diana Lund	12/03/2020 09:25 AM
Tim Gladhill	Tim Gladhill	12/03/2020 09:53 AM
Kurt Ulrich	Kurt Ulrich	12/03/2020 03:51 PM
Jeff Katers	Kathy Schmitz	12/03/2020 03:58 PM
Diana Lund	Kathy Schmitz	12/03/2020 03:59 PM
Form Started By: Brad Bluml		Started On: 12/01/2020 04:12 PM
Final Approval Date: 12/03/2020		

Minnesota Department of Public Safety
2021 DWI Officer Request for Proposal

The Minnesota Department of Public Safety (DPS), Office of Traffic Safety (OTS) is seeking proposals from law enforcement agencies for a full time DWI officer. The DWI officer will work the peak nights and times when drinking and driving occurs.

This grant is federally financed by National Highway Traffic Safety Administration (NHTSA) with impaired driving funds. Federal guidelines require this money be spent on projects designed to reduce DWI incidents. Because of this requirement, the DWI officer can only be funded for the enforcement of laws prohibiting driving while impaired.

The OTS has a mandate to promote the safety of those who use public roadways. The NHTSA provides federal funding to the OTS to design and implement public education and traffic law enforcement programs to fulfill this mandate. The OTS and NHTSA seek to support traffic safety interventions that have been proven to reduce deaths and severe injuries caused by motor vehicle crashes. The OTS is committed to funding projects that have identified traffic safety problems with proposed enforcement strategies likely to alleviate those problems.

Progress continues to be made in reducing the incidents of impaired driving, which unfortunately still remains an issue. In 2018, it was conservatively estimated by the National Safety Council that the cost of alcohol-related crashes in Minnesota was $284 million. In the same year, 23 percent of serious injuries sustained in crashes and 32 percent of traffic crash fatalities were alcohol-related. To address this ongoing issue, the Office of Traffic Safety will continue to offer a program supporting full time officers dedicated to DWI enforcement.

Data from 2014-2018 was reviewed. To get the highest impact, only agencies from the top fifteen counties with the most impaired-related deaths and serious injuries are eligible for grant funds. Refer to the box below, which lists the top fifteen counties. In addition, applicant agencies must have a sworn complement of at least 20 officers.

The OTS is committed to funding programs that have identified traffic safety issues with proposed enforcement strategies likely to alleviate those problems. All enforcement grants are part of the traffic safety program called Toward Zero Deaths (TZD), which works to create a safe driving culture in Minnesota by supporting a goal of zero road fatalities. Therefore, it is a requirement of this grant that applying agencies have a 2020 enforcement grant.

2021 DWI Officer Grant Highlights

Eligible Agencies

Law enforcement agencies with a complement of 20 sworn officers or more in the following counties:

Anoka	Becker	Cass	Dakota	Hennepin
Olmsted	Otter Tail	Ramsey	Rice	Scott
Sherburne	St. Louis	Stearns	Washington	Wright

No one agency will receive funding for more than one DWI officer. The applying agency must currently have a 2020 TZD Enforcement grant.

Award

The total length of a DWI Officer grant is expected to be one year. Agencies will develop a work plan and budget which are subject to approval by the OTS. The award will cover one full-time sworn officer and fringe benefits. The grant funding covers personnel only, equipment will not be included with the 2021 DWI Officer Grant.

ENFORCEMENT DIRECTIVES

The 2018 Minnesota Motor Vehicle Crash Facts data shows the hours between 5:00 p.m. and 5:00 a.m. as having the highest concentration of alcohol-related crashes. For that reason, to generate the greatest impact the DWI officer's work shift must be between the hours of 5:00 p.m. and 5:00 a.m. The DWI Officer will be required to be on active patrol a minimum of two Fridays and two Saturdays per month as part of the DWI officer's impaired driving enforcement. The OTS encourages the DWI Officer to wear a High Visibility Enforcement safety vest during patrol activities. The OTS encourages the DWI Officer (when on duty) participate alongside officers engaged in Enforcement Grant activities within the DWI Officer's home county. *NOTE: The grant funding covers personnel only, equipment will not be included with the 2020 DWI Officer Grant.*

The following days are required to be worked, unless the DWI officer is on paid leave:

- October 31, 2020
- March 13 or 17, 2021
- May 8, 2021
- July 3 or 4, 2021

Earned Media:

Through earned media, the public can become aware of your agency's full time DWI officer and the consequences of driving while intoxicated. If your agency would like to propose a publicity plan using earned media, please include a detailed narrative with the application. *The earned media plan is optional; however, if one is proposed it will be included in the evaluation of your application.*

Allocating Time:

Straight time – Shift time the DWI Officer spends working dedicated to DWI enforcement. This does not include time (beyond 15 minutes) to assist another officer.

15-Minute Rule - If an officer backs up a law enforcement partner during a call for service, which exceeds 15 minutes, the officer must close their ROAR log. A new log must be created when the officer returns to their DWI Officer shift. When the time exceeds fifteen successive minutes, it is an unallowable grant expense.

Overtime – will be included if it was required to complete a DWI Officer shift, (e.g., the officer is in the process of charging someone at 5:00 (shift end time) and needs to work until 5:30 to complete the procedure, including paperwork).

Court time – is an acceptable use of funds for the agency's acting DWI officer to attend court time outside of their normal work schedule, as long as it pertains to an arrest where they were the arresting officer and that took place during their tenure as DWI officer.

SFST, ARIDE & OPUE training – Time for the DWI Officer to take training required to maintain eligibility to work Enforcement activities.

Leave Time –Sick leave, and vacation earned prior to the beginning of this project cannot be paid for with grant funds. Sick leave and vacation earned by the officer while paid for with grant funds are eligible for reimbursement.

Compensatory time (comp. time) will not be reimbursed with grant funds – The amount incurred at time earned, could potentially be expensed at a different rate. Also, there is no way of knowing when the assigned DWI Officer will use comp time earned. Because of these reasons, comp. time is a non-reimbursable expense.

Community Education Outreach – Up to three hours (per one community event) each quarter for community outreach, with written pre approval. This opportunity must be used to decrease impaired driving, in part by educating the community about their DWI Officer.

OTS Required Meetings – Time for the DWI Officer to attend OTS required meetings requested by the State Authorized Representative.

TZD Statewide Conference –The DWI officer is required to attend the TZD Conference. In 2021 the TZD Conference will be in Duluth, Minnesota on October 20 and 21.

- The OTS will reimburse hotel costs up to $140.00 per night. When the officer's agency is further than 60 miles from the conference, OTS will reimburse up to two nights. When the officer's agency is between 35-60 miles from the conference, OTS will reimburse for one night. OTS will not pay for hotel costs for officers whose agency is 35 miles or less from the conference. Attendees are responsible for registering themselves for the conference and reserving their own hotel room at the conference rate.

The Office of Traffic Safety expects the assigned DWI officer will not change more than once per year. The DWI officer rate includes salaries and fringe benefits, which must be in accordance with common practice for the classification level.

DWI OFFICER QUALIFICATIONS

The agency will provide a qualified officer who has a minimum of two years of experience as a licensed peace officer. The DWI officer will work on all aspects of this project. In addition, the following training must have been completed by the officer prior to the beginning of grant funded enforcement.

- NHTSA's 16-hour Standardized Field Sobriety Testing (SFST) course
- NHTSA's Advanced Roadside Impaired Driving Enforcement (ARIDE) or Drugs That Impair Driving (DTID)
- Minnesota's Occupant Protection Usage and Enforcement (OPUE) course

Refreshers

Officers who last completed an SFST course of any kind before October 1, 2015, must complete an SFST Update class, the online ARIDE course and the online OPUE by Oct. 1, 2019.

ARIDE Online – 6 POST credits

This course will instruct officers on the difference between alcohol and drug impaired drivers; how they are detected and what can be expected. Officers will learn the observable signs of seven major drug categories, medical conditions that mimic drug influence, and what they will see when they encounter drivers under the influence of specific drugs. This course may be used as ARIDE refresher.

- Course access instructions
- Frequently asked questions.

OPUE Online

This online curriculum is only necessary for people who had the classroom training more than five years ago or have never taken OPUE at all.

Quick Reference Guide:

Course	Length	Type
Standardized Field Sobriety Testing (SFST)	16 hours	classroom
Drugs That Impair Driving (DTID) - offered until Sept. 30, 2015 **OR** Advanced Roadside Impaired Driving Enforcement (ARIDE) replaced DTID on Oct. 1, 2015	6 or 8 hours 10 hours	classroom classroom
Occupant Protection Usage and Enforcement (OPUE)	3 hours	Classroom (until Oct. 1, 2015)

Effective Oct. 1, 2015, all training courses are required to be refreshed *within* five years of their previous training date.

Course	Length	Type
Standardized Field Sobriety Testing (SFST)	4 hours	classroom
Advanced Roadside Impaired Driving Enforcement (ARIDE)	5 hours	online
Occupant Protection Usage and Enforcement (OPUE)	3 hours	online

APPLICATION EVALUATION PROCESS

Each application will be reviewed by a coordination team at The OTS.
The criteria that will be used to evaluate applications may include, but are not limited to the following:

- Performance history for both the proposed DWI Officer and their agency (Required Statistics Tab in work plan)
- Budget completeness and reasonableness (Budget Tab in work plan)
- Performance Measures (in work plan)
- OTS past experience with applying agency
- If all essential information and attachments have been completed and uploaded as required
- Media plan (optional)

GENERAL FUNDING AND REIMBURSEMENT RULES

The grant will coincide with the federal fiscal year which begins October 1, 2020 and ends September 30, 2021 and will cover funding for the salary of one full time DWI Officer, ***up to $125,000.00***. NHTSA guidelines stipulate that general types of police services normally provided to the public, cannot be reimbursed through grant funds.

Agencies with a currently funded DWI Officer are eligible to apply for a continuation and will be evaluated using the stated application data and on past performance. In order to receive any funding for the Federal Fiscal Year 2021, the agencies must submit an application.

The grant funds are to be used for DWI enforcement and are available on a cost reimbursement basis. Costs are reimbursed after they are incurred and paid by the grantee agencies. As a result, applicant agencies must have "start-up" monies available. Recipients must submit invoices for reimbursement on a quarterly basis.

Officer time and fringe benefits that are reimbursed through this grant must be for actual hours spent on DWI enforcement and other eligible time as discussed on page 2. Only the employer's portion of fringe benefits is eligible for reimbursement. The State has an obligation to determine if costs to be reimbursed by this grant contract are reasonable. If requested, the grantee must furnish an explanation of the basis for such rates.

Administration of Grant
Administrator time will not be covered by the grant and should be calculated as agency matching funds.

Match - Matching funds are not a requirement for the grant, however, expenses related to the project that are paid for with state, county, municipal and/or private funding clearly demonstrate a vested interest and real commitment to the project. Appropriate matching funds must be reported on the invoice and documentation for them included with the invoice. Agencies can claim matching funds as any real costs that are not included in the grant-reimbursed budget such as:

- Squad car mileage costs (the number of miles driven are required to be reported) and operating expenses
- DWI Officer and supervisor/administrator time that is not covered by the grant including any DWI Officer leave time not covered by the grant.

REPORTING REQUIREMENTS:

Payment Requests (Financial Status Report/FSR) must include the approved spreadsheet (see example on page 12). Payment requests are required to be submitted via E-grants to the OTS on the following schedule:

- Friday, January 29, 2021: All project activity between Oct. 1 and Dec. 31, 2020
- Friday, April 30, 2021: All project activity between Jan. 1 and Mar. 31, 2021
- Tuesday, July 27, 2021: All project activity between Apr. 1 and Jun. 30, 2021 – ***Time sensitive***
- Friday, October 22, 2021: All project activity between Jul. 1 and Sep. 30, 2021 – ***Time sensitive***

Progress Reports shall Officer Activity Summary Reports from ROAR, and a narrative report on agency letterhead consisting of review of performance measures and successes and challenges. Progress Reports are required to be submitted via E-grants to the OTS on the following schedule:

- Friday, January 15, 2021: All project activity between Oct. 1 and Dec. 31, 2020
- Thursday, April 15, 2021: All project activity between Jan. 1 and March 31, 2021
- Thursday, July 15, 2021: All project activity between April 1 and June 30, 2021
- Friday, Oct. 15, 2021: All project activity between July 1 and Sept. 30, 2021

NOTE: Report any activity paid for by the agency as match (e.g., time assisting on other calls). It is crucial to provide number of hours, explanation of non-DWI- related hours and what funding was used to pay for non-DWI time.

Final Report Requirement

A final Report is due Oct. 22, 2021, and should include the following:

- Review of the DWI Officer activity
- Review of the budget
- Review of the performance measures
- Media recap, if applicable
- Describe successes and challenges

Real-Time Officer Activity Reporting (ROAR)

A requirement of the grant is that DWI Enforcement hours be entered into ROAR. The Officer Activity Summary Report generated from this input will be submitted into E-grants as the quarterly progress report, along with a word document describing the DWI Officer's performance in obtaining the agency's targets.

DWI eCharging

The OTS requires that DWIs written by an agency in a DWI Officer Grant be processed using the DWI eCharging system. If you have questions regarding the system or would like to schedule training, contact Mike Asleson, DWI eCharging Deployment Manager at the Bureau of Criminal Apprehension at, (651) 793-2448; or mike.asleson@state.mn.us.

DWI Dashboard

Maps DWI's, severe and fatal crashes throughout Minnesota which helps law enforcement agencies coordinate and plan enforcement efforts. DWI Dashboard can be found on MyBCA.

Resolution Process

Before a grant may be executed, the agency listed in the application must provide the OTS with a resolution from the appropriate city council or county board authorizing its participation in the program. Legal signatures for a city are the Mayor and City Clerk (M.S. 412.201): for a county are the Board Chair and Clerk of County Board (M.S. 375.13); or individual(s) named in resolution approved by appropriate City Council or County Board.

The sample resolution will ensure acceptability by OTS and quicker processing of awarded grants. Including a grant dollar amount in the resolution will cause problems if the amount awarded is different than the amount requested. If your council or board requires a specific amount, have the words "or a lesser amount as awarded by the Department of Public Safety" added after the amount is specified. Including the proper name of an authorized official, rather than just a title, will cause problems if the person in that position or office changes. If your council or board requires a specific name as well as title, have the words "and (his or her) successor (on staff or in office)" added after the name is specified.

Example

RESOLUTION AUTHORIZING EXECUTION OF AGREEMENT

Be it resolved that (Name of Your Agency) enter into a grant agreement with the Minnesota Department of Public Safety, for the DWI Officer grant during the period from October 1, 2019 through September 30, 2020.

(Title of Agency Authorized Official) is hereby authorized to execute such agreements and amendments as are necessary to implement the project on behalf of (Name of Agency) and to be the fiscal agent and administer the grant.

(Signature block example – other formats for certifying a resolution has been adopted are permitted. In addition, you could instead provide a copy of official minutes of council meeting at which the resolution was approved.)

I certify that the above resolution was adopted by the (City Council or County Board) of City/County on (Date).

SIGNED:	WITNESSETH:
_____	_____
(Signature)	*(Signature)*
City Mayor*	City Clerk*
_____	_____
(Title)	*(Title)*
_____	_____
(Date)	*(Date)*

*or individual(s) named in approved resolution.

Termination of a Grant

A grant may be cancelled by the OTS if any of the following occur:

- Breaches of laws, requirements, rules or procedures by the grantee.
- Failure to have reportable activity in one quarter, unless approved in advance by the OTS grant coordinator
- Ineligible costs submitted on two Financial Status Reports
- Late Financial Status Reports /invoices one month late twice during the grant year, unless the grantee was given prior approval from the OTS coordinator

Proposal Package Checklist
The application is completed in DPS' Web-based E-Grants system and includes:

- Agency Information
- Grant Information and Work Plan (attach work plan)
  Note: This includes statistics for both the proposed DWI Officer and their agency.
- Certification that the applicant agrees to the 2021 DWI Officer RFP, Program Guidelines, Terms and Conditions, and Federal Audit Requirements
- Pre Award Risk Assessment (Grantee)
- Budget
- Signature Option

Negotiations on applications may occur; clarification may be needed, hours, plans, or budgets may be modified. Applications must be submitted to the OTS via E-Grants by 4:00 p.m. on Friday, June 26, 2020.

QUESTIONS regarding the application and evaluation process must be directed to Duane Siedschlag at duane.siedschlag@state.mn.us by 4 p.m., Wednesday, June 17, 2020. Answers to questions that are not specific to a proposal will be posted to the OTS Website within approximately three business days.

Grant Application Instructions

Grant applications are due to the Office of Traffic Safety via E-Grants by 4:00 p.m. Friday, June 26, 2020. All sections of the application MUST be completed. ***Incomplete applications will not be evaluated***.

Responses to the RFP will be submitted as an application through E-Grants. If you are new to the system click on the New User link, on the E-Grants log in page, fill out the form and save. Your request will be reviewed by DPS within a day or two. Instructions on how to use E-Grants are located on the E-Grants home page under Training Materials.

Complete the following sections in the application:

Agency Information - Complete the section in E-Grants
Complete the information about the agency, including complete contact information for agency, Chief Law Enforcement Officer and the Agency Contact. The applying agency is responsible for fiscal oversight of the project.

Grant Information and Work Plan - Complete the section and upload work plan in E-Grants
Complete the grant information such as the population of and number of liquor licenses held within the jurisdictions served, DWI incidences and Drunk Driving related deaths within agency's county. Complete the Agency History/Work Plan. This will include if applicant currently has a TZD Enforcement grant, the name of the designated DWI Officer, if the applying agency uses eCharging. A link to the 2020 DWI Officer Work Plan can be found in the work plan area. This will include the agencies and their designated DWI Officer's past results. The work plan will need to be filled out and uploaded into E-grants. Select the work plan (described in detail below); once completed, upload it to E-Grants. Please view the instructions to accomplish this. The total sworn complement of officers will need to be completed. An area is also provided for applicant to enter an optional earned media plan.

Work Plan

DWI Officer Use the following instructions to complete the work plan:

Performance Measures Tab
Complete all tan cells as indicated in the worksheet.

Required Statistics Tab
Complete all blue cells as indicated in the worksheet.

Budget Tab
The DWI Officer funding amount will automatically calculate based on the information entered. To create the final totals. Fill in the green cells.

- Step 1 – Enter the estimated number of straight and overtime hours the DWI Officer will work during the Federal Fiscal year.
- Step 2 – Enter the anticipated number of overtime hours needed to administer this grant.
- Step 3 – Enter both the DWI Officer's and the administrators straight and overtime hourly rates
- Step 4 – Enter the straight time and overtime fringe percentage rates for both the DWI Officer and the grant administrator.
- Stop 5 – Enter "1" in the box corresponding to the distance of agency to the location of the TZD Conference

Certifications

The legal applicant must acknowledge that the following documents that are attached to this Request for Proposal have been read in their entirety. E-Grants does not require a signature, but by checking the box in front of each document listed, the applicant indicates they have read them and agree with the information, terms, and conditions in the documents.

These documents will be incorporated into the grant agreement if funds are awarded to the fiscal agency. The documents include:

- 2021 DWI Officers Request for Proposal
- Grant Program Guidelines (Attachment A)
- Terms and Conditions (Attachment B)
- Federal Audit Requirements (Attachment C)
- Approved Work Plan
- Approved Budget

Risk Assessment - Complete the form in E-Grants
The federal government requires a pre-award risk assessment for all grant applications.

Budget Summary
This page is populated from the information entered into the budget in E-Grants

Budget
The budget amounts from the work plan must be entered into the budget page within E-Grants. In E-Grants, there are two amounts to enter for each budget item. One is the budgeted amount and the other is the amount for your agency's match. Fill in a $0.00 in the match line, even though you will report match on quarterly invoices. There is an additional *(match only)* budget item of Operating Expenses. When filling out this budget page, enter in $0.00 for both State Reimbursement and for Local Match.

Signature Option
The DPS allows acceptance of grant agreements and amendments using several signature options. Indicate the type of signature you will use to sign the grant agreement if funds are awarded.

Worst Alcohol-Related Counties, 2014-2018							
Rank	County	All Deaths	Drunk Driving-Related Deaths	All Suspected Serious Injuries	Alcohol-Related Suspected Serious Injuries	All Deaths and Suspected Serious Injuries	All Drunk Driving-Related Deaths & Alcohol-Related Suspected Serious Injuries
1	Hennepin	214	76	1569	278	1783	354
2	Ramsey	81	26	560	125	641	151
3	Anoka	92	27	482	88	574	115
4	St. Louis	77	28	268	66	345	94
5	Dakota	77	18	455	71	532	89
6	Washington	45	13	207	50	252	63
7	Stearns	55	8	199	51	254	59
8	Sherburne	40	9	152	44	192	53
9	Olmsted	47	9	208	39	255	48
10	Wright	43	13	177	28	220	41
11	Rice	23	6	104	34	127	40
12	Cass	32	16	78	23	110	39
13	Becker	26	14	84	25	110	39
14	Scott	38	11	172	28	210	39
15	Otter Tail	25	7	112	32	137	39

Sample of Approved Invoice Spreadsheet:

DWI Officer Agency: Enter Agency Name

DWI Officer Time Entry For the Month(s) of: | Federal Year: 2019

Cost Computation for Strt Time =((Hours*Rate per Hour) + (Hours*Rate per Hour*Fringe Rate)

Cost Computation for Overtime =((Hours*Rate per Hour*1.5) + (Hours*Rate per Hour*1.5*Fringe Rate)

DWI Officer Name	Date (m-dd)	Miles Driven	Type of Duty	OTS Reimb Strt Hours	OTS Reimb OT Hours	Agency Match Strt Hours	Agency Match OT Hours	OTS Reimb Straight Time	OTS Reimb Overtime	Agency Match Straight Time	Agency Match Overtime	Agency Match Mileage
DWI Officer Name								$ -	$ -	$ -	$ -	$ -
DWI Officer Name								$ -	$ -	$ -	$ -	$ -
DWI Officer Name								$ -	$ -	$ -	$ -	$ -
DWI Officer Name								$ -	$ -	$ -	$ -	$ -
DWI Officer Name								$ -	$ -	$ -	$ -	$ -
DWI Officer Name								$ -	$ -	$ -	$ -	$ -
DWI Officer Name								$ -	$ -	$ -	$ -	$ -
DWI Officer Name								$ -	$ -	$ -	$ -	$ -
DWI Officer Name								$ -	$ -	$ -	$ -	$ -
DWI Officer Name								$ -	$ -	$ -	$ -	$ -
DWI Officer Name								$ -	$ -	$ -	$ -	$ -
DWI Officer Name								$ -	$ -	$ -	$ -	$ -
DWI Officer Name								$ -	$ -	$ -	$ -	$ -
DWI Officer Name								$ -	$ -	$ -	$ -	$ -
DWI Officer Name								$ -	$ -	$ -	$ -	$ -
DWI Officer Name								$ -	$ -	$ -	$ -	$ -
DWI Officer Name								$ -	$ -	$ -	$ -	$ -
DWI Officer Name								$ -	$ -	$ -	$ -	$ -
DWI Officer Name								$ -	$ -	$ -	$ -	$ -
DWI Officer Name								$ -	$ -	$ -	$ -	$ -
DWI Officer Name								$ -	$ -	$ -	$ -	$ -
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DWI Officer Name								$ -	$ -	$ -	$ -	$ -
DWI Officer Name								$ -	$ -	$ -	$ -	$ -
DWI Officer Name								$ -	$ -	$ -	$ -	$ -
DWI Officer Name								$ -	$ -	$ -	$ -	$ -
DWI Officer Name								$ -	$ -	$ -	$ -	$ -
19	*Subtotal DWI Officer*			*0*	*0*	*0*	*0*	$ -	$ -	$ -	$ -	$ -
Administrator Name			Admin					$ -	$ -	$ -	$ -	$ -
Administrator Name			Admin					$ -	$ -	$ -	$ -	$ -
Administrator Name			Admin					$ -	$ -	$ -	$ -	$ -
		Sub-Total Admin		*0*	*0*	*0*	*0*	*$ -*	*$ -*	*$ -*	*$ -*	*$ -*
Totals		0		0	0	0	0	$ -	$ -	$ -	$ -	$ -

Type of Duty: *Patrol, Assist, Court, Supervision/Admin., Training, Mtg., Holiday, Leave (includes vacation and sick)*

DWI Officer Straight Rate/Hr =	$ 35.18	Admin Rate/Hour =	$ 57.12		
Off. Fringe Rate Straight Time:	21.19%	Supervisor Fringe Rate Strt. Time:	21.19%		
Off. Fringe Rate Over time	17.65%	Supervisor Fringe Rate Overtime:	17.65%		

Total Time	$ -
Total Non-Rad/Lid Equip	$ -

Comment Box (Explain unusual or Other):

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #20-307

RESOLUTION TO APPROVE ACCEPTANCE OF A GRANT FOR DEDICATED DWI ENFORCEMENT

WHEREAS, the city of Ramsey is within Anoka County, which has been identified as one of the top fifteen Minnesota counties for impaired driving fatalities; and

WHEREAS, the city of Ramsey Police Department applied for, and has been awarded, a grant from the Minnesota Department of Public Safety - Office of Traffic Safety for additional funding for impaired driving enforcement; and

WHEREAS, the safety of Ramsey residents and the motoring public is improved by additional enforcement and education of impaired driving.

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 adopt resolution #20-307, authorizing The Ramsey Police Department to enter into a grant agreement with the Minnesota Department of Public Safety, for the DWI Officer grant during the period from January 1, 2021, through September 30, 2021.
2. The Chief of Police is hereby authorized to execute such agreements and amendments as are necessary to implement the project on behalf of the City of Ramsey and its Police Department and to be the fiscal agent and administer the grant.

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

and the following voted against the same:

and the following abstained:

and the following were absent:

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 8th day of December, 2020.

CC Regular Session **7. 4.**

Meeting Date: 12/08/2020

By: Colleen Lasher, Administrative Services

Information

Title:

Adopt Resolution #20-295 to a Hire a Part-time Police Records Technician

Purpose/Background:

The purpose of this case is to request the City Council to hire a part-time Police Records Technician.

As the City Council will recall, during budget discussions the Council agreed by consensus to add a new part-time (25 hour per week) Police Technician in January 2021. As a result, Staff conducted an internal and external recruitment, conducted first and second interviews, an extensive backgrounding process and other pre-employment tests . Staff recommends the City Council hire Ms. Nicole Cramton as the City's new Police Records Technician.

In summary, this position is needed to meet the needs of the ever growing backlog of police records reporting, such as performing computer entries for calls for service, transcribing supplemental reports and statements, submitting required documents to local, state and federal agencies, processing records using departmental imaging system, filing records per departmental retention guidelines, completing integrity and validation reports as required by state and federal agencies, and working with state and federal network programs as a certified operator. The job description is attached.

Funding Source:

The total funding required (wages and benefits) for this position is included in the 2021 budget in the amount of $32,510.

Recommendation:

Staff recommends hiring Ms. Nicole Cramton as the City's new Police Records Technician, effective on or near January 4, 2021, with a credit of three vacation days, at $21.15 per hour which is the 2020 step 1 wage; after the 2021 contract is settled, the wage shall be adjusted as per the 2021 AFSCME contract.

Action:

Motion to adopt Resolution #20-295 hiring Ms. Nicole Cramton as the City's new Police Records Technician, effective on or near January 4, 2021, with a credit of three vacation days, at $21.15 per hour which is the 2020 step 1 hourly wage; after the 2021 contract is settled, the wage shall be adjusted as per the 2021 AFSCME contract.

Attachments

Resolution 20-295

Job Desc.

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	12/03/2020 12:23 PM
Form Started By: Colleen Lasher		Started On: 12/01/2020 03:29 PM

Final Approval Date: 12/03/2020

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #20-295

RESOLUTION TO HIRE A PART-TIME POLICE TECHNICIAN

WHEREAS, The City Council authorized funding for a Part-time Police Technician; and

WHEREAS, an internal and external recruitment process was conducted; and

WHEREAS, Ms. Nicole M. Cramton has been selected as the top candidate for the position working 25 hours per week; and

WHEREAS, staff has completed the necessary background checks and is recommending that Ms. Nicole M. Cramton be hired as a Part-time Police Technician at $21.15 per hour effective on or near Monday, January 4, 2021; and

WHEREAS, Ms. Nicole M. Cramton will be subject to a 6-month probationary period, the City's Personnel Policy and AFSCME union contract.

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

1) Motion to adopt resolution #20-295 hiring Ms. Nicole Cramton as the City's new Police Records Technician, effective on or near January 4, 2021, with a credit of three vacation days, at $21.15 per hour which is the 2020 step 1 hourly wage; after the 2021 contract is settled, the wage shall be adjusted as per the 2021 AFSCME contract.

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

and the following voted against the same:

and the following abstained:

and the following were absent:

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 8th day of December 2020.

_____
Mayor

ATTEST:

_____
City Clerk

Police Technician Part-time

Class Code: 15013

Bargaining Unit: AFSCME

CITY OF RAMSEY
Established Date: Sep 23, 2020
Revision Date: Sep 30, 2020

SALARY RANGE

$21.15 Hourly

PRIMARY OBJECTIVE OF POSITION:

Provide clerical skills, administrative assistance and assist in the coordination of the police department record keeping and public assistance functions.

This is a part-time twenty-five (25) hours per week position; there is flexibility within the Monday through Friday 11:30 am to 4:30 pm schedule. This is subject to supervisor approval.

Paid leave benefits (vacation and sick time) are pro-rated based on hours worked per week.

This is an AFSCME union position

MINIMUM QUALIFICATIONS:

Minimum qualification must include the following:

- Must be at least 18 years of age
- Must have a high school diploma or GED
- Must have a current MN driver's license in good standing
- Must be able to type at least 40 words per minute
- Must have at least one (1) year of general office experience
- Must have experience with data entry and records management
- Must have experience in transcription

Desired Qualifications

- Post secondary office related education
- CJIS Terminal Operator Certificate
- Experience with Anoka County Records Systems (Central Square / Tritech)
- Experience with Data practices and imaging

- Experience with property/evidence rooms
- Basic bookkeeping skills
- General knowledge of Minnesota offense and calls for service codes

ESSENTIAL JOB FUNCTIONS:

Duties include, but are not limited to:

- Maintain police records
- Answer department phone calls
- Assist with walk-ins to the Police lobby
- Assist Officers/Investigators with case assembly, research & case management
- Perform other duties as assigned (within the ability and resources of the Police Records Technician) at the verbal or written direction of the Police Office Supervisor, Police Captains, Police Chief or his/her designee

KNOWLEDGE, SKILLS AND ABILITIES:

- Knowledge of standard office practices, policies and guidelines
- Knowledge of offense and calls for service classification codes
- Skills in Microsoft Suite including Word, Excel, and Outlook
- Ability to accurately perform Police Department filing procedures
- Ability to effectively and courteously meet the public to resolve their needs and to communicate with City Staff and elected officials
- Ability to work independently with efficiency and accuracy
- Ability to accurately type at least forty (40) words per minute
- Ability to maintain State computer terminal operators certification
- Ability to follow oral and written instructions
- Ability to maintain private and confidential data

JOB ACTIVITY REQUIREMENTS:

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

- Standing
- Sitting
- Repetitive Hand Motion
- Use of arms for extended periods of time
- Stationary desk or work bench

This job requires employees to be able to lift and carry up to 34 pounds without assistance.

The following are the working conditions of this position:

- Working Indoors

CC Regular Session **7. 5.**

Meeting Date: 12/08/2020

By: Tim Gladhill, Community Development

Information

Title:

Review Current Legislative Priorities

Purpose/Background:

The purpose of this case is to review the current Legislative Platform for the City of Ramsey. This case is to review the existing document and to provide initial feedback on current priorities along with any desired additions/deletions. Thi will allow Staff to get a head start on the 2021 Legislative Session. Area representatives will be invited to a meeting in January to review our priorities.

It is expected that Highway 10 will continue to be Ramsey's top legislative priority for the Minnesota Legislature and the Federal Congress.

Observations/Alternatives:

The City was fairly successful in the 2020 Legislative Session.

- $8.4M for Highway 10 Improvements
- Adjustments to Fire Relief Association pertaining to dissolution of Joint Powers Agreement (JPA) with City of Nowthen

Two items have been held over after being introduced in the 2020 Legislative Session, with hopes of approval in 2021 as part of a larger Tax Bill.

- Extend Project Deadline (5 Year Rule) for Tax Increment Financing (TIF) District 14 (The COR)
- Sales Tax Exemption for Public Works Campus

Other options for future legislation include:

- Sales Tax Exemption for the Water Treatment Facility
- State Funding for Water Treatment Plant

Recommendation:

Based on discussion.

Action:

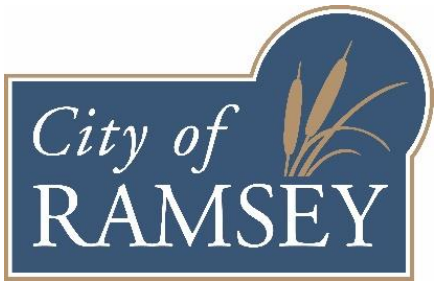
No action requested at this time. The purpose of this case is to confirm current legislative priorities and check for any missing priorities/remove any outdated priorities. A case will be brought forward in January to adopt the platform and review with area representatives.

Attachments

Current Legislative Platform

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	12/03/2020 04:00 PM
Form Started By: Tim Gladhill		Started On: 12/02/2020 08:26 AM
Final Approval Date: 12/03/2020		



2020 City of Ramsey Legislative Platform

1. Top Priority: U.S. Highway 10 Priority Projects

ISSUE: U.S. Highway 10 is a principal arterial roadway providing significant transportation connections from Minneapolis – St. Paul to the northwest suburbs and Greater Minnesota. The 4-lane roadway (Anoka/Sherburne County line to the Rum River in Anoka) carries average daily traffic volumes ranging from 33,500 to 61,000 vehicles per day.

This corridor is commonly congested and has much higher than average crash and crash severity rates than comparable corridors. In addition, the corridor has four signalized intersections and numerous direct access points (14.5 per mile); which contribute to the degradation of the U.S. Highway 10. Over the past ten (10) years, thirteen (13) people have died in crashes on this 7-mile corridor. Four (4) fatalities were pedestrians; including (3) from 2013 to 2014.

Highway 10 has been studied numerous times over the past decade, each time a full-freeway status was identified as the ultimate solution. However, due to limited funding opportunities at the State and Federal level, full-freeway status would be difficult to achieve within the next 20 years.

As a result of funding constraints, MnDOT and Bolton & Menk completed a study to achieve freeway-like status for U.S. Highway 10 in the fall of 2014. This study is known as: *The U.S. Highway 10 Access Planning Study*. This study achieves 90% of the safety and operational benefits of a full-freeway for 50% of the cost. The intent of this study is to identify high-benefit improvements that are fiscally responsible so that improvements can be funded, programmed, and implemented incrementally. This study has been formally adopted by MnDOT, Anoka County, the City of Anoka and the City of Ramsey.

The City has recently completed a 2019 preliminary engineering and design study of the Highway 10 corridor in Ramsey and has identified preferred design solutions for the two remaining intersections (Sunfish Lake Boulevard and Ramsey Boulevard), plus the inter-connecting system of frontage roads. This study has identified the total cost of necessary improvement to be approximately $138 million. This project is a high priority for the City and we are working with Anoka County and MNDOT to shape a specific legislative request.

RECOMMENDATIONS:

A. Included in the U.S. Highway 10 Access Planning Study is a recommended, prioritized, list of improvement projects. The City of Ramsey recommends State and Federal funding sources be secured to implement both “immediate” and “short-tem” priority projects.
B. The City of Ramsey’s general position on U.S. Highway 10 is more resources must be dedicated to all components of the State’s transportation system, and local units of government must have access to resources and funding tools to meet growing needs.
C. The City of Anoka has secured the funding needed to complete the Thurston/Fair Oak Interchange Project. Consequently, the City of Ramsey supports efforts to secure funding for rail and road improvements at Sunfish Lake Boulevard and at Ramsey Boulevard, and an additional lane of traffic to Round Lake Boulevard in Coon Rapids.
D. The City of Ramsey’s position on rail crossing improvements along U.S. Highway 10 is the City opposes legislation and policies that disproportionately shift authority, costs, and/or liability away from railroad companies and onto local units of government. Additionally, the City supports funding for separation of rail-vehicle traffic as a critical matter of public safety and congestion.

2. Local Government Aid (LGA) and Fiscal Disparities

Local Government Aid for Ramsey has fluctuated (see chart below) from a high of $396,382 in 2001, to the current level of $0 in 2017. The basic formula was changed in 2014 and some level of LGA was restored for the next three years (approximately $100,000 per year), however the same formula has now resulted in the elimination of all LGA for Ramsey and similar developing suburbs.

FY 2000 - $359,771
FY 2001 - $396,382
FY 2002 - $303,894
FY 2003 through 2013 - $0
FY 2014 - $91,381
FY 2015 - $110,352
FY 2016 - $111,311
FY 2017 - $0
FY 2018 - $0
FY 2019 - $0

Fiscal Disparities: Former Anoka State Legislator Charles R. Weaver originally authored fiscal disparities legislation in 1971. It was created for the purposes of:

1. Providing a way for local governments to share in the resources generated by the growth of the metropolitan area without removing existing resources;
2. Promoting orderly development of the region by reducing the impact of fiscal considerations on the location of business and infrastructure;
3. Establishing incentives for all parts of the area to work for the growth of the area as a whole;
4. Helping communities at various stages of development; and
5. Encouraging protection of the environment by reducing the impact of fiscal considerations to ensure protection of parks, open space, and wetlands.

Fiscal Disparities affects cities, counties, special taxing districts, and school districts within the seven-county metro area. It has reduced tax base disparity throughout the seven-county metropolitan area to a level of 3-to-1 (instead of the previous 10-to-1). Historically, the City of Ramsey (and Anoka County) have been net recipients of fiscal disparities funding. Meaning, the amount of dollars Ramsey receives from the program is greater than the dollars Ramsey contributes to the program.

RECOMMENDATION:
Ramsey supports revision of the LGA formula that recognizes the needs of developing suburbs and restores LGA to developing suburbs for long-term capital needs.

Any future legislation that would modify or impact the Fiscal Disparities program should only be considered within a framework of comprehensive reform efforts of the State's property tax, aids and credits system. Any proposed legislation that would modify or impact the Fiscal Disparities program must be evaluated utilizing the criteria of fairness, equity, stability, transparency and coherence in the treatment of cities and taxpayers across the metropolitan region, and must continue to serve the program's intended purposes.

The Ramsey City Council is in support of the Fiscal Disparities program. The Ramsey City Council opposes future diversion from the Fiscal Disparities Program to fund programs or projects that would contradict the purpose of the program. The City does not support efforts to exempt Ramsey (or Anoka County) from any future Fiscal Disparity program amendment discussions.

3. Funding for Non-State Aid City Streets

ISSUE: Minnesota has over 141,000 miles of roadway, and more than 22,500 miles—or 16 percent--are owned and maintained by Minnesota's 853 cities. The Minnesota Constitution limits eligibility for dedicated Highway User Tax Distribution Fund dollars to up to twenty percent of streets in cities with populations over 5,000 (147 of 853 cities). This means almost 85 percent of municipal streets are ineligible for municipal state aid (MSA) funds and must be paid for with property taxes and special assessments. Funding challenges are compounded by city cost participation requirements in state and county highway projects, which divert resources from city-owned streets.

Recognizing the unique street funding needs in cities under 5,000 population, the 2015 legislature created the Small Cities Assistance Account (Minn. Stat. § 162.145). Funds in the account are distributed through a formula to all cities under 5,000 population for street maintenance and reconstruction. Unfortunately, funding for the account was only provided for one year.

Maintenance costs increase as road systems age, and no city--large or small—is spending enough on roadway capital improvements to maintain a 50-year lifecycle. For every one dollar spent on maintenance, a road authority--and therefore taxpayers--save seven dollars in repairs. According to a report released in late 2012 by the governor's Transportation Finance Advisory Committee, cities collectively need an additional $400 million per year to bring city streets up to an economically competitive standard.

RECOMMENDATIONS: City streets are a separate but integral piece of the network of roads supporting movement of people and goods. Cities need greater resources and flexible policies in order to meet growing demands for street improvements and maintenance. The City of Ramsey supports:

A. dedicated and sustainable state funding source for non-MSA city streets in large and small cities statewide;
B. enabling legislation that would allow cities to create street improvement districts (similar to stormwater districts or sidewalk improvement districts already allowed under Minn. Stat. § 435.44);
C. and the creation of a new fund within the Local Road Improvement Program that would provide grants to cities burdened by cost participation requirements related to trunk highway and county state-aid projects.

4. Water Supply

ISSUE: A clean and reliable source of water is critical to the function of any healthy community. In many cases, communities utilize aquifers as their primary source of water. The City of Ramsey is located in a "recharge zone" for aquifers utilized throughout the Twin Cities Metro region, known as the "Anoka County Sand Plain."

The City of Ramsey is a developing community and anticipates significant growth over the next two decades. As a result, additional water supply will be required to meet the demand of future development. In 2007, the City of Ramsey conducted a pilot study to explore the ability to use surface waters, such as the Mississippi River for a municipal water supply as a possible benefit for regional water resources. The Minnesota DNR assisted with this effort in order to identify options for preserving existing, and future, ground water supplies of communities throughout the entire Twin Cities Metro region.

As a result, the City of Ramsey identified an option of using a surface water treatment plant sometime in the future, which would draw from the Mississippi River, but only it were part of a regional solution. Under a surface water option, the City would retain its ground water supply system as a back-up to a surface water supply. The estimated cost of the proposed surface water treatment plant in Ramsey was significant, at $36.5 million. Costs for retaining the ground water supply system will be minimal compared to the treatment facility costs. For this reason, significant funding from outside the City would be required.

Clearly, utilization of water resources is not solely a local issue, as aquifers and "recharging zones" span across the entire Twin Cities metro region. The need for the City of Ramsey to switch from a ground water system to a surface water system is not a result of development in the City of Ramsey alone; it is the result of demand across the entire Twin Cities metro region. The City is currently participating in a multi-city feasibility study of a shared surface water treatment plant, and is opposed to any solution that requires expenditures of the City of Ramsey to be greater than the anticipated groundwater system.

RECOMMENDATION: The City of Ramsey supports continued regional analysis and planning efforts to utilize ground and surface water throughout the Twin Cities as a whole, rather than community-by-community. The City of Ramsey opposes actions limiting the ability of Ramsey to develop in order to sustain, or allow new development, in other Twin Cities communities affected by the Anoka County Sand Plain "recharge zone." The City of Ramsey supports regional solutions to address regional ground water supply concerns; specifically including, regional equitable funding sources, is opposed to any solution that requires expenditures of the City of Ramsey to be greater than the anticipated groundwater system.

5. Administering Absentee Balloting

ISSUE: Eligible voters in Minnesota may vote by absentee ballot prior to Election Day. Starting 46 days before the election, a voter can request an application for an absentee ballot and if approved, receive and cast an absentee ballot in one visit to their county or city election offices. Ballots can also be requested, applied for and received by mail and returned by the voter to the election office by 3:00 pm on Election Day or by 8:00 pm on Election Day if delivered by mail or package delivery. Absentee balloting results are not known until combined with polling place results when the polls close on Election Day. For those voting absentee in-person, the absentee ballot application process is burdensome and confusing as voters expect the same process they encounter in their polling place on Election Day. The application process should be replaced by having the voter verify their identity on a paper or electronic roster. Currently electronic signatures are not allowed by state law; having the authority to use electronic signatures would make the process more efficient. Streamlining the voter check-in procedures would increase efficiency and decrease the time voters spend in line waiting to cast their absentee ballot. Seven days before Election Day, elections administrators can begin processing absentee ballots received by mail and in-person absentee voters can place their ballots directly into a tabulator. Currently, a voter can request to place their ballot in a series of envelopes similar to those returned by mail to be processed after they have left the building. Following legislative changes in 2016 allowing voters to place their ballot into a tabulator, few, if any, voters request to place their ballot into envelopes. State law allows alternative sites for conducting absentee balloting but requires that these sites remain open for the full 46 days prior to Election Day. Because of the increase in voting before Election Day, cities should have the authority to conduct in-person absentee balloting in alternative sites for the time period during which voters are allowed to place their ballots directly into a tabulator. Additionally, to respond to the voter demand to vote early, this time period should be increased from seven to 14 days before Election Day. Current law allows for in-person absentee voting until 5:00 p.m. on the day before Election Day. This does not leave adequate time for election officials to process absentee ballots, prepare supplemental lists indicating which voters have already cast absentee ballots and deliver the lists to precincts prior to opening of the polls on Election Day. The current absentee voting process further requires that additional supplemental lists of final absentee voters be delivered to the polls after the last mail delivery on Election Day and often leads to administrative challenges and increased potential for errors in the process. As more and more voters choose to vote early with absentee balloting, improvements must be made to increase efficiency of administering absentee balloting before Election Day, reduce the potential for errors, and to improve voter experience.

RECOMMENDATIONS:

A. Replacing the in-person absentee ballot application process with paper or electronic rosters similarly to those used in polling places on Election Day and allow voters to use an electronic signature for electronic rosters;
B. Eliminating the option to place an in-person absentee ballot in a series of envelopes instead of a tabulator;
C. Increasing the time period that an in-person absentee voter can place their ballot directly into a tabulator from seven to 46 days;
D. Allowing alternative in-person absentee voting sites to be established for 14 days prior to Election Day instead of the full 46 days currently required by state law;
E. Establishing an earlier deadline for ending in-person absentee voting; and
F. Revising absentee ballot regulations to allow any person 18 and older to witness the absentee process and sign the envelope as a witness.
g. Authorizing cities with health care facilities to schedule election judges to conduct absentee voting at an earlier date in health care facilities.
h. Consider cost/benefit to local communities in any changes made to the voting process.

6. Metropolitan Council Governance

ISSUE: The issue of Metropolitan Council governance was an issue raised in 2016 in which the City adopted a resolution taking the position outlined below. Since this is an issue that is likely to continue into 2019, including this in the 2020 *Legislative Platform* acts to reaffirm the City's previous position that was adopted in March of 2016.

Background: This topic was reviewed by the City Council at work session on April 23, 2016, and brought forward to the Council with modifications reflecting that discussion.

Over the last couple of years, Anoka County and three other metropolitan counties, formed a coalition that is advocating for a change in the structure of the Metropolitan Council. As part of that meeting, the Council received documents explaining the County position, and documents outlining the position of the Metro Cities organization.

Below are the points/observations put together by staff for consideration:

- Staff supports consideration of options for a Metropolitan Council governance structure that may increase accountability and address concerns of regional stakeholders and policy makers.
- Staff believes that there should be opportunities for local communities to provide input on ideas before any legislative change in Metropolitan Council governance is made.
- Staff recognizes the support Metropolitan Council has provided for past projects in the City of Ramsey:
    - Parking Ramp
    - Sunwood Drive
    - Center Street
    - Sunwood Townhomes (TH 47)
    - Sunwood Village
    - The Draw Park and Amphitheater
    - Rail Station
- The Metropolitan Council has provided support for the planning and implementation of future projects:
    - Mississippi Skyway
    - Housing projects in The COR
    - Housing projects within the community as a whole
- The City of Ramsey expects to continue an ongoing partnership with the Metropolitan Council, especially as we endeavor upon updating our Comprehensive Plan.
- Staff recognizes that the Metropolitan Council has made progress toward making the current Comprehensive Plan Update and Amendment processes more user friendly.

RECOMMENDATIONS:

A. That reform to the Metropolitan Council should ensure that the Metropolitan Council is a responsible, responsive, and accountable partner for regional development and progress; and
B. That in order to recognize the responsibility that the Metropolitan Council has to local units of government, local governments shall have a decision role in the appointment process for representatives to the Metropolitan Council; and
C. That in order to promote the stability and continuity of governance, the terms of office for Metropolitan Council members shall be staggered.

7. Zip Code (Federal Issue/USPS)

ISSUE: United States Postal Service (USPS) provides the City of Ramsey postal services from the Anoka Post Office, located near downtown Anoka (55303 Zip Code). For the past decade, the City of Ramsey and the Ramsey Economic Development Authority (EDA), have identified a need for the Ramsey to secure a unique zip code and post office. This item has been identified a priority for two major reasons (1) confusion by businesses, residents, and visitors about differentiating the City of Ramsey from the City of Anoka; which results in problems in multiple applications, and (2) degradation of community identity.

From an equity perspective, when the City of Ramsey is compared to nearby communities that do have zip codes/ post offices, the City of Ramsey appears to be a unique outlier in terms of current population. The City of Ramsey is one of twelve nearby cities with a current population of over 12,000 that does not have a unique post office and zip code. There are seven cities located nearby the City of Ramsey with populations ranging from 466 to 7,000 that have a unique post office and zip code. With current population comparisons in mind, it should be noted that the City of Ramsey is a rapidly growing community with several hundred acres of land available for future development. The demand for USPS services is expected to continuously increase with time.

RECOMMENDATION: In order for the City of Ramsey to move forward with a request to USPS for a new post office and zip code, the City of Ramsey needs to document clear and consistent support from local business and local officials. Therefore, the City of Ramsey supports the solicitation of letters of support from local business, residents, County, State, and Federal elected officials for the purpose of advocating for a Ramsey-unique zip code via the USPS Northland District Manager.

CC Regular Session **8. 1.**

Meeting Date: 12/08/2020

By: Tim Gladhill, Community Development

Information

Title:

Confirm December 15 Special City Council Meeting

Purpose/Background:

The purpose of this case is to confirm attendance for a Special (rescheduled) City Council Meeting for Tuesday, December 15 at 5:30 p.m. The City Council is asked to host a Special City Council Meeting to discuss 2 topics.

1. Reconfirm Previous Approval for 2040 Comprehensive Plan Update to Conform to Metropolitan Council Submittal Requirements
2. Discuss 2021 Union Contract Negotiations (portions of this case may be closed to the Public)
3. Consider Approval of 2021 Union Contracts
4. Consider Approval of Non-union Employee COLA and Health Insurance Contributions

Remote attendance is provided as an option. The City Council has already canceled the December 22 Regular City Council Meeting due to the Holiday Week. However, the 2 topics above are timely topics that Staff hopes to resolve before January.

Recommendation:

No action required. Staff desires to confirm attendance for the Special City Council Meeting on December 15.

Action:

Confirm attendance for December 15 Special City Council Meeting.

Attachments

No file(s) attached.

Form Review

Inbox	Reviewed By	Date
Colleen Lasher	Colleen Lasher	12/01/2020 04:28 PM
Kurt Ulrich	Kurt Ulrich	12/03/2020 12:03 PM
Form Started By: Tim Gladhill		Started On: 12/01/2020 08:43 AM
Final Approval Date: 12/03/2020		