City of Ramsey
Agenda
Special City Council
Tuesday, December 15, 2020
5:30 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. Citizen Input

3. Approve Agenda

4. Consent Agenda

1. Adopt Resolution #20-315 Not Waiving Statutory Tort Limits
2. Adopt Resolution # 20-314 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of December 3, 2020 through December 9, 2020
3. Adopt Resolution #20-320 Accepting Awarded Grant Funds and Authoring Grant Agreement Execution for Fiscal Year 2021 Source Water Protection Plan Implementation Grant
4. Adopt Resolution #20-318 to Accept the City Administrator's Annual Performance Evaluation

5. Council Business

1. Adopt Resolution #20-319 Approving Final Version of 2040 Comprehensive Plan Update
2. Adopt Resolution #20-316 to Approve the City's 2021 Union Contracts for AFSCME and LELS Captains
3. Adopt Resolution #20-317 to Authorize the City's 2021 Non-Union City Health and Dental Insurance Contributions and Non-Union Cost of Living Adjustments

6. Mayor/Council/Staff Input

7. Adjournment

CC Special Session
Meeting Date: 12/15/2020
By: Diana Lund, Finance

Title
Adopt Resolution #20-315 Not Waiving Statutory Tort Limits

Purpose/Background:

Purpose: The City is required to annually pass a resolution waiving or not waiving statutory tort limits of $500,000/$1,500,000 for its liability coverage.

The City of Ramsey annually renews its property, casualty and liability insurance coverage with the League of Minnesota Cities. A form is required to be filed for the City.

Attached is the Liability Coverage Waiver Form that is required to be signed after City Council approval of a resolution indicating whether the City chooses to waive or not waive the statutory tort limits. The tort limits are $500,000 per individual claimant on any one claim (per occurrence) or a total of $1,500,000 for all claimants per occurrence. If the City Council were to waive the statutory limits, additional insurance would need to be purchased by the City to cover the increased liability. The City has not waived the tort limits in the past and the majority of cities elect the 'not waive' option. These statutory tort limits apply regardless of whether the city purchases optional excess liability coverage.

If the City Council was to consider waiving the tort limit, staff would request rates for the increased coverage for 2021 and bring them back for consideration at a future regularly scheduled meeting of the City Council along with budget considerations.

Notification:
A League of Minnesota Cities memo regarding Liability Coverage Options is attached to further outline liability limits, coverage limits and waivers.

Observations/Alternatives:
Option #1: Not Waive the Statutory Tort Limits for League of Minnesota Cities Insurance Trust Liability Coverage for the City - $500,000/$1,500,000. An individual claimant would be able to recover no more than $500,000 on any claim to which the statutory tort limits apply. The total which all claimants for any single occurrence to which the statutory tort limits apply would be limited to $1,500,000.

Option #2: Waive the Statutory tort limits and not purchase excess liability coverage - $1,500,000/$1,500,000. An individual claimant would be able to recover up to $1,500,000 on a single occurrence, whereas the total of all claimants per single occurrence, would also be limited to $1,500,000 regardless of the number of claimants. There is an additional costs to waive the tort limits not currently budgeted for.

Option #3: Waive the Statutory tort limits and purchase excess liability coverage. A single claimant could potentially recover an amount up to the limit of the coverage purchased. The total which all claimants would be able to recover for a single occurrence to which the statutory tort limits apply would also be limited to the amount of coverage purchased, regardless of the number of claimants. As noted, this option is more expensive and is currently not budgeted for. There are additional costs in both waiving the limits and purchasing excess liability.

Funding Source:

Amounts attributed to not-waiving the statutory tort limits was included in the 2021 General Fund Budget under the respective departments.

Recommendation:

Staff recommends that the City Council adopt the resolution not waiving (Option #1) the Statutory Tort Limits for liability coverage.

Action:

Adopt Resolution #20-315 Not Waiving the Statutory Tort Limits for League of Minnesota Cities Insurance Trust Liability Coverage for the City of Ramsey.

Attachments

LMC Memo Liability Coverage

Waiver Form

Reso #20-315 Not Waiving Tort Limits

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kathy Schmitz	12/08/2020 12:32 PM
Diana Lund (Originator)	Diana Lund	12/08/2020 12:40 PM
Form Started By: Diana Lund		Started On: 12/08/2020 09:14 AM
Final Approval Date: 12/11/2020		

LEAGUE OF MINNESOTA CITIES

CONNECTING & INNOVATING
SINCE 1913

RISK MANAGEMENT INFORMATION

LMCIT LIABILITY COVERAGE OPTIONS

Liability Limits, Coverage Limits, and Waivers

LMCIT gives cities several options for structuring their liability coverage. The city can choose either to waive or not to waive the monetary limits the statutes provide; and the city can select from among several liability coverage limits. This memo discusses these options and identifies some issues to consider in deciding which of the options best meets the city's needs.

Statutory Limits on Municipal Tort Liability

The statutes limit a city's tort liability to a maximum of $500,000 per claimant and $1,500,000 per occurrence. These limits apply whether the claim is against the city, against the individual officer or employee, or against both.

Coverage Limits for LMCIT's Basic Primary Liability Coverage

LMCIT's liability coverage provides a limit of $1,500,000 per occurrence, matching the per-occurrence part of the statutory municipal tort liability limit. Beside the overall coverage limit of $1,500,000 per occurrence, there are also annual aggregate limits (that is, limits on the total amount of coverage for the year regardless of the number of claims), for certain specific risks. Aggregate limits apply to the following:

Products	$2,000,000 annually
Failure to supply utilities	$2,000,000 annually
EMF	$2,000,000 annually
Limited pollution*	$2,000,000 annually
Mold	$2,000,000 annually
Land use litigation**	$1,000,000 annually
Employers liability (work comp)	$1,500,000 annually

* Includes sudden and accidental releases of pollutants; herbicide and pesticide application; sewer ruptures, overflows and backups; and lead and asbestos claims. Dredging or excavation claims are subject to a $250,000 sublimit. These limits apply to both damages and defense costs.

** Coverage is provided on a sliding scale percentage basis, which is based on participation in LMCIT's online land use training. Coverage applies to both damages and litigation costs.

More Information

For more information about land use litigation coverage, please see the memo LMCIT Coverage for Litigation Relating to Land Use.

LEAGUE OF MINNESOTA CITIES INSURANCE TRUST
145 UNIVERSITY AVE. WEST
ST. PAUL, MN 55103-2044
PHONE: (651) 281-1200
TOLL FREE: (800) 925-1122
FAX: (651) 281-1298
WEB: WWW.LMC.ORG

If the Statute Limits our Liability, Why Purchase Higher Coverage Limits?

There are several different reasons why cities should strongly consider carrying higher limits of liability coverage.

The Statutory Tort Limits Either Do Not or May Not Apply to Several Types of Claims

Some examples include:

- *Claims under federal civil rights laws.* These include Section 1983, the Americans with Disabilities Act, etc.
- *Claims for tort liability that the city has assumed by contract.* This occurs when a city agrees in a contract to defend and indemnify a private party.
- *Claims for actions in another state.* This might occur in border cities that have mutual aid agreements with adjoining states, or when a city official attends a national conference or goes to Washington to lobby, etc.
- *Claims based on liquor sales.* This mostly affects cities with municipal liquor stores, but it could also arise in connection with beer sales at a fire relief association fund-raiser, for example.
- *Claims based on a "taking" theory.* Suits challenging land use regulations frequently include an "inverse condemnation" claim, alleging that the regulation amounts to a "taking" of the property.

LMCIT's Primary Liability Coverage has Annual Limits on Coverage for a few Specific Risks

The table on page one lists the liability risks to which aggregate coverage limits apply. If the city has a loss or claim in one of these areas, there might not be enough limits remaining to cover the city's full exposure if there is a second loss of the same sort during the year. Excess liability coverage gives the city additional protection against this risk as well.

However, there are a couple important restrictions on how the excess coverage applies to risks that are subject to aggregate limits:

- The excess coverage *does not apply* to three risks: *failure to supply utilities; mold; and "limited pollution" claims if either the pollutant release or the damage is below ground or in a body of water;* and
- The excess coverage *does not automatically apply to liquor liability* unless the city specifically requests it.

The City may be Required by Contract to Carry Higher Coverage Limits

Occasionally, a contract might include a requirement the city carry more than $1,500,000 of coverage limits. Carrying excess coverage is a way to meet these requirements. (There's also another option

for cities in this situation. LMCIT can issue an endorsement to increase the city's coverage limit only for claims relating to that particular contract. There's a small charge for these "laser" endorsements.)

There may be more than One Political Subdivision Covered Under the City's Coverage

An HRA, EDA, or port authority is itself a separate political subdivision. If the city EDA, for example, is named as a covered party on the city's coverage and a claim were made that involved both the city and the EDA, theoretically the claimant might be able to recover up to $1,500,000 from both the city and the EDA, since there are two political subdivisions involved. Excess coverage is one way to provide enough coverage limits to address this situation. Another solution is for the HRA, EDA, or port authority to carry separate liability coverage in its own name.

This issue of multiple covered parties can also arise is if the city has agreed by contract to name another entity as a covered party, or to defend and indemnify another entity.

Cities Sometimes Carry Higher Coverage Limits Because of a Concern the Courts Might Overturn the Statutory Liability Limits

However, those limits have now been tested and upheld several times in Minnesota. While it's always possible that a future court might decide to throw out the statutory limits, this is now less of a concern.

Available Excess Liability Coverage Limits

Excess coverage is available in $1 million increments, up to a maximum of $5 million.

Does the Optional Excess Coverage Apply to All Types of Claims?

No. The excess liability coverage does not apply to the following types of claims: certain limited pollution claims; mold claims; claims for failure to supply utilities; auto no-fault claims; uninsured / underinsured motorist claims; workers' compensation, disability, or unemployment claims; or claims under the medical payments coverage.

Who Needs Excess Liability Coverage?

If anything, excess liability coverage is even more important to a small city rather than to a large city.

If a city ends up with more liability than it has coverage, the city will have to either draw on existing funds or go to its taxpayers to pay that judgment. A large city faced with, say, a million dollars of liability over and above what its LMCIT coverage pays might be able to spread that $1 million cost over several thousand taxpayers. The small city by contrast might be dividing that same $1 million cost among only a couple hundred taxpayers. $1 million divided among 5,000 taxpayers is $200 apiece – annoying but probably at least manageable for most taxpayers. $1 million divided among 200 taxpayers is $5,000 apiece – enough to be a real problem for many.

What's the Effect of Waiving the Per Claimant Statutory Liability Limit?

If the city chooses the "waiver" option, the city and LMCIT no longer can use the statutory limit of $500,000 per claimant as a defense. Because the waiver increases the exposure, the premium is roughly 3% higher for coverage under the waiver option.

If the city waives the statutory limit, an individual claimant could therefore recover up to $1,500,000 in damages on a claim. Of course, the individual would still have to prove to the court or jury that s/he really does have that amount of damages. Also, the statutory limit of $1,500,000 per occurrence would still apply; that would limit the individual's recovery to a lesser amount if there were multiple claimants.

Why Would the City Choose to Pay More to Get Waiver-Option Coverage?

The statutory liability limit only comes into play in a case where

- The city is in fact liable.
- The injured party's actual proven damages are greater than the statutory limit.

Highlight

The waiver option coverage does not give the city better protection. The benefit is to the injured party.

Very literally, applying the statutory liability limit means an injured party won't be fully compensated for his/her actual, proven damages that were caused by city negligence. Some cities as a matter of public policy may want to have more assets available to compensate their citizens for injuries caused by the city's negligence. Waiving the statutory liability limits is a way to do that.

Other cities may feel that the appropriate policy is to minimize the expenditure of the taxpayers' funds by taking full advantage of every protection the legislature has decided to provide. There's no right or wrong answer on this point. It's a discretionary question of city policy that each city council needs to decide for itself.

For claims the statutory tort liability limits don't apply to, it doesn't affect how the city's coverage or risk on those claims. Waiving the statutory tort limits has no effect on claims the statutory limits don't apply to.

Effects of Waiving the Statutory Limits if there is Excess Coverage

If the city has $1 million of excess coverage and chooses to waive the statutory tort limits, the claimants (whether it's one claimant or several) could then potentially recover up to $2.5 million in damages in a single occurrence. If the city carries higher excess coverage limits, the potential maximum recovery per occurrence is correspondingly higher.

Carrying excess coverage under the waiver option is a way to address an issue that some cities find troubling: the case where many people are injured in a single occurrence caused by city negligence. Suppose, for example, that a city vehicle negligently runs into a school bus full of kids, causing multiple serious injuries. $1,500,000 divided 50 ways may not go far toward compensating for those

injuries. Excess coverage under the waiver option makes more funds available to compensate the victims in that kind of situation.

The cost of the excess liability coverage is about 25% greater if the city waives the statutory tort limits. The cost difference is proportionally greater than the cost difference at the primary level because for a city that carries excess coverage, waiving the statutory tort limits increases both the per-claimant exposure and the per-occurrence exposure.

Waiving Statutory Tort Liability Limits: Increase in Risk?

There is no increase in risk for the city to end up with liability if LMCIT doesn't cover it. The waiver form specifically says the city is waiving the statutory tort liability limits only to the extent of the city's coverage.

Of course, that's not to say there is no risk the city's liability could exceed its coverage limits. We listed earlier a number of ways that could happen to any city. But the waiver doesn't increase that risk.

Can we Waive the Statutory Tort Limits for the Primary Coverage but not for the Excess Coverage?

No. If the city decides to waive the statutory tort limits, that waiver applies to the full extent of the coverage limits the city has. The city cannot partially waive the statutory limits.

Is there a Simple way to Summarize the Options?

It's not necessarily simple, but the table on the following page is a shorthand summary of what the effect would be of the various coverage structure options in different circumstances.

Your League Resource

Feel free to call the Underwriting Department at 651-281-1200 or 800-925-1122 with any questions.

Pete Tritz 12/10

LEAGUE OF MINNESOTA CITIES

CONNECTING & INNOVATING
SINCE 1913

LMCIT Liability Coverage Options

Coverage structure If the city:	On a liability claim to which the statutory limits apply		On a liability claim to which the statutory limits do not apply
	This is the maximum amount a single claimant could recover on an occurrence.	This is the maximum total amount that all claimants could recover on a single occurrence.	This is the maximum amount of damages which LMCIT would pay on the city's behalf for a single occurrence, regardless of the number of claimants.
Does not have excess coverage & Does not waive the statutory limits	$500,000	$1,500,000	$1,500,000
Does not have excess coverage & Waives the statutory limits	$1,500,000	$1,500,000	$1,500,000
Has $1,000,000 of excess coverage & Does not waive the statutory limits	$500,000	$1,500,000	$2,500,000
Has $1,000,000 of excess coverage & Waives the statutory limits	$2,500,000	$2,500,000	$2,500,000

LEAGUE OF MINNESOTA CITIES INSURANCE TRUST
145 UNIVERSITY AVE. WEST
ST. PAUL, MN 55103-2044
PHONE: (651) 281-1200
TOLL FREE: (800) 925-1122
FAX: (651) 281-1298
WEB: WWW.LMC.ORG

LEAGUE of MINNESOTA CITIES

LIABILITY COVERAGE – WAIVER FORM

Members who obtain liability coverage through the League of Minnesota Cities Insurance Trust (LMCIT) must complete and return this form to LMCIT before the member's effective date of coverage. Return completed form to your underwriter or email to pstech@lmc.org.

The decision to waive or not waive the statutory tort limits must be made annually by the member's governing body, in consultation with its attorney if necessary.

Members who obtain liability coverage from LMCIT must decide whether to waive the statutory tort liability limits to the extent of the coverage purchased. The decision has the following effects:

- *If the member does not waive the statutory tort limits*, an individual claimant could recover no more than $500,000 on any claim to which the statutory tort limits apply. The total all claimants could recover for a single occurrence to which the statutory tort limits apply would be limited to $1,500,000. These statutory tort limits would apply regardless of whether the member purchases the optional LMCIT excess liability coverage.

- *If the member waives the statutory tort limits and does not purchase excess liability coverage*, a single claimant could recover up to $2,000,000 for a single occurrence (under the waive option, the tort cap liability limits are only waived to the extent of the member's liability coverage limits, and the LMCIT per occurrence limit is $2,000,000). The total all claimants could recover for a single occurrence to which the statutory tort limits apply would also be limited to $2,000,000, regardless of the number of claimants.

- *If the member waives the statutory tort limits and purchases excess liability coverage*, a single claimant could potentially recover an amount up to the limit of the coverage purchased. The total all claimants could recover for a single occurrence to which the statutory tort limits apply would also be limited to the amount of coverage purchased, regardless of the number of claimants.

Claims to which the statutory municipal tort limits do not apply are not affected by this decision.

LMCIT Member Name: City of Ramsey

Check one:

☐ The member **DOES NOT WAIVE** the monetary limits on municipal tort liability established by Minn. Stat. § 466.04.

☐ The member **WAIVES** the monetary limits on municipal tort liability established by Minn. Stat. § 466.04, to the extent of the limits of the liability coverage obtained from LMCIT.

Date of member's governing body meeting: _____

Signature:_____ Position: _____

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #20-315

RESOLUTION NOT TO WAIVE STATUATORY TORT LIMITS FOR LMCIT LIABILITY COVERAGE

WHEREAS, city staff has reviewed the impacts of waiving and not-waiving statutory tort limits for liability insurance with the League of Minnesota Cities Insurance Trust; and

WHEREAS, City Council has determined it is in the best interest of the City to not waive the statutory tort limits for liability insurance with LMCIT.

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

1) That the City Council of the City of Ramsey does not waive the statutory tort limits for LMCIT liability coverage.

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 15th day of December, 2020.

_____
Mayor

ATTEST:

_____
City Clerk

CC Special Session

Meeting Date: 12/15/2020

By: Jackie Lipski, Finance

Title

Adopt Resolution # 20-314 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of December 3, 2020 through December 9, 2020

Purpose/Background:

Adopt Resolution # 20-314 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of December 3, 2020 through December 9, 2020

Recommendation:

Staff Recommends to Adopt Resolution # 20-314 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of December 3, 2020 through December 9, 2020.

Action:

Motion to Adopt Resolution # 20-314 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of December 3, 2020 through December 9, 2020.

Attachments

Bills List 12/15/2020

Resolution 12/15/2020

Form Review

Inbox	Reviewed By	Date
Diana Lund	Diana Lund	12/10/2020 06:53 AM
Kurt Ulrich	Kurt Ulrich	12/10/2020 02:11 PM
Form Started By: Jackie Lipski		Started On: 12/09/2020 01:48 PM
Final Approval Date: 12/11/2020		

RAMSEY CITY COUNCIL MEETING

12/15/2020

BILLS LIST

DISBURSEMENTS TO BE APPROVED THIS MEETING:

DISBURSEMENT TYPE:	SUBMITTED FOR APPROVAL
Purchase Journal:	
Prepaids 12/03/2020-12/09/2020	55,911.13
Accounts Payable 12/03/2020-12/09/2020	198,531.57
Payroll	
Debt Service	1,265,070.01

TOTAL SUBMITTED FOR APPROVAL THIS MEETING
(Invoices Available for Reviewal) **$ 1,519,512.71**

DISBURSEMENTS PREVIOUSLY APPROVED AND PAID:	APPROVED PREV. MTG	2020 Y.T.D.
NET PAYROLL TOTAL	$ 241,444.92	$ 4,560,938.33
- CORRECTION TO PAYROLL		
PREPAIDS	272,479.02	8,866,293.97
- PREPAID ADJUSTMENTS		
WIRE TRANSFERS FOR DEBT SERVICE	494,803.75	3,461,663.35
- CORRECTION TO D.S.		
ACCOUNTS PAYABLE INVOICING - PREVIOUS MEETING:		
- BILLS LIST SUBMITTED	131,631.65	6,063,586.67
ADD (DELETE) BILLS LIST SUBMITTED PAY ESTIMATE(S)	2,251,721.13	5,012,835.50
- CHECKS VOIDED	0.00	0.00
TOTAL CASH DISBURSEMENTS PREVIOUSLY APPROVED	**$ 3,392,080.47**	**$ 27,965,317.82**

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
111669	**12/3/2020**		**115203 ALL AMERICAN TITLE CO INC**						
		44.21	UB REF 7364 BUNKER LK BLVD		104666	120220	9601.4651		WATER REVENUE
		44.21							
111670	**12/3/2020**		**115203 ALL AMERICAN TITLE CO INC**						
		140.14	UB REF 15551 SODIUM WAY		104667	120220A	9601.4651		WATER REVENUE
		140.14							
111671	**12/3/2020**		**113045 ANCONA TITLE AND ESCROW**						
		106.18	UB REF 7058 137TH AVENUE NW		104668	120220	9601.4651		WATER REVENUE
		106.18							
111672	**12/3/2020**		**118094 ANDRIYCHUK, LILYA OR ROMAN**						
		153.90	UB REF 7691 147TH TERRACE NW		104669	120220	9601.4651		WATER REVENUE
		153.90							
111673	**12/3/2020**		**118095 BARKDULL, SARAH OR JESSE**						
		117.94	UB REF 15291 GERMANIUM ST NW		104671	120220	9601.4651		WATER REVENUE
		117.94							
111674	**12/3/2020**		**118073 BETTIN INC**						
		25.00	REFUND FOR PERMIT RA046097		104672	112320	9101.4206		PLUMBING PERMIT
		1.00	REFUND FOR PERMIT RA046097		104672	112320	9101.2081		SURCHARGES-PERMITS
		26.00							
111675	**12/3/2020**		**117923 BURNET TITLE**						
		53.00	UB REF 6917 170TH AVE NW		104673	120220	9601.4651		WATER REVENUE
		53.00							
111676	**12/3/2020**		**100297 CENTERPOINT ENERGY**						
		277.23	15050 ARMSTRONG BLVD		104674	5914352-9 OCT 20	0220.6373		GAS
		333.32	5650 ALPINE DR NW		104675	5961540-1 OCT 20	0220.6373		GAS
		610.55							
111677	**12/3/2020**		**118088 CLOSE AT TITLE LLC**						
		153.11	UB REF 7071 147TH LANE NW		104677	120220	9601.4651		WATER REVENUE
		153.11							
111678	**12/3/2020**		**118093 COLLIER, VICTOR**						
		154.19	UB REF 15402 GERMANIUM ST		104678	120220	9601.4651		WATER REVENUE
		154.19							
111679	**12/3/2020**		**100116 CONNEXUS ENERGY**						
		28.40	16104 VARIOLITE ST-TRAFFIC LIG		104679	444931-318085 NOV 20	0260.6371		ELECTRIC UTILITIES
		28.40							
111680	**12/3/2020**		**106583 DELTA DENTAL PLAN OF MINNESOTA**						
		3,590.85	DEC 2020 DENTAL INS		104680	RIS0003200938	9101.2170		DENTAL/DISABILITY/LIFE
		3,590.85							
111681	**12/3/2020**		**115677 EDGEWATER TITLE GROUP**						
		172.08	UB REF 14400 QUICKSILVER ST NW		104681	120220	9601.4651		WATER REVENUE
		172.08							

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
111681	12/3/2020		115677 EDGEWATER TITLE GROUP						Continued.
111682	12/3/2020		100870 EDINA REALTY TITLE						
		37.76	UB REF 5451 156TH LANE NW		104682	120220	9601.4651		WATER REVENUE
		82.84	UB REF 16010 POTASSIUM ST NW		104683	120220A	9601.4651		WATER REVENUE
		120.60							
111683	12/3/2020		114251 EXECUTIVE ASSOCIATES TITLE						
		197.83	UB REF 13661 HEMATITE CIR NW		104684	120220	9601.4651		WATER REVENUE
		197.83							
111684	12/3/2020		118091 GARAGHTY, MARY						
		163.68	UB REF 15363 RADIUM ST NW		104685	120220	9601.4651		WATER REVENUE
		163.68							
111685	12/3/2020		115574 HEALTHPARTNERS						
		42,216.60	DEC 20 HEALTH INS		104686	100924092	9101.2176		LIFE/HEALTH-EMPLOYEE
		42,216.60							
111686	12/3/2020		118072 KAERCHER, JEFF						
		200.00	WATER EFF GRANT PROGRAM		104688	120120	9601.6436		WATER EFFICIENCY REB
		200.00							
111687	12/3/2020		118096 LANGER, CRAIG						
		114.40	UB REF 14190 URANIUM ST NW		104689	120220	9601.4651		WATER REVENUE
		114.40							
111688	12/3/2020		118097 LEE, CHERNOU						
		36.61	UB REF 7231 151ST AVE NW		104690	120220	9601.4651		WATER REVENUE
		36.61							
111689	12/3/2020		117259 LEGACY TITLE						
		148.55	UB REF 15469 IODINE ST NW		104692	120220	9601.4651		WATER REVENUE
		148.55							
111690	12/3/2020		117618 LEGACY TITLE						
		174.92	UB REF 15349 SODIUM ST		104691	120220	9601.4651		WATER REVENUE
		174.92							
111691	12/3/2020		113959 LEMKE, RABECA						
		147.98	UB REF 14190 XENON ST # 2		104694	120220	9601.4651		WATER REVENUE
		147.98							
111692	12/3/2020		118092 MEDVED, LEANNE						
		163.54	UB REF 14873 YAKIMA ST NW		104693	120220	9601.4651		WATER REVENUE
		163.54							
111693	12/3/2020		116025 MINNESOTA TITLE						
		9.03	UB REF 15212 JUNKITE CIR		104695	120220	9601.4651		WATER REVENUE
		9.03							
111694	12/3/2020		112590 MINNETONKA TITLE						
		152.32	UB REF 5716 162ND CROSSING NW		104696	120220	9601.4651		WATER REVENUE
		152.32							
111695	12/3/2020		100351 NCPERS GROUP LIFE INS						

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
111695	12/3/2020		100351 NCPERS GROUP LIFE INS						Continued.
		448.00	DEC 20 LIFE INS		104697	704800122020	9101.2170		DENTAL/DISABILITY/LIFE
		448.00							
111696	12/3/2020		116065 PARTNERS TITLE						
		44.60	UB REF 14595 OLIVINE WAY NW		104700	120220	9601.4651		WATER REVENUE
		44.60							
111697	12/3/2020		118090 PROKOPENKO, MICHAEL						
		164.02	UB REF 6880 147TH AVE NW		104703	120220	9601.4651		WATER REVENUE
		164.02							
111698	12/3/2020		117038 RESULTS TITLE						
		28.89	UB REF 7160 175TH AVE NW		104705	120220	9601.4651		WATER REVENUE
		28.89							
111699	12/3/2020		117038 RESULTS TITLE						
		46.51	UB REF 7330 BUNKER LK BLVD		104706	120220A	9601.4651		WATER REVENUE
		46.51							
111700	12/3/2020		117038 RESULTS TITLE						
		52.34	UB REF 8733 175TH LANE NW		104707	120220B	9601.4651		WATER REVENUE
		52.34							
111701	12/3/2020		117038 RESULTS TITLE						
		134.99	UB REF 14546 KRYPTON ST NW		104708	120220C	9601.4651		WATER REVENUE
		134.99							
111702	12/3/2020		117038 RESULTS TITLE						
		166.12	UB REF 6190 142ND LN NW		104709	120220D	9601.4651		WATER REVENUE
		166.12							
111703	12/3/2020		117039 RESULTS TITLE						
		171.48	UB REF 14593 OLIVINE ST NW		104704	120220	9601.4651		WATER REVENUE
		171.48							
111704	12/3/2020		116367 SERVION TITLE INC						
		38.26	UB REF 15751 ANDRIE ST NW		104710	120220	9601.4651		WATER REVENUE
		38.26							
111705	12/3/2020		113818 SUNDEEN, JASON						
		200.00	WATER EFF GRANT PROGRAM		104711	120320	9601.6436		WATER EFFICIENCY REB
		200.00							
111706	12/3/2020		113038 THE TITLE GROUP						
		39.60	UB REF 14817 WACO ST NW		104712	120220	9601.4651		WATER REVENUE
		39.60							
111707	12/3/2020		117096 TITLE SMART						
		173.77	UB REF 15454 SODIUM ST		104714	120220	9601.4651		WATER REVENUE
		173.77							
111708	12/3/2020		118089 TOSO, AMY FRIDAY						
		191.13	UB REF 6851 146TH CIR NW		104715	120220	9601.4651		WATER REVENUE
		191.13							

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
111709	12/3/2020		118099 WEAKLY, STEVE						Continued.
		200.00	WATER EFF GRANT PROGRAM		104716	120320	9601.6436		WATER EFFICIENCY REB
		200.00							
111710	12/3/2020		118098 WEBER, SHARON						
		13.33	UB REF 14460 BOWERS DR NW		104717	120220	9601.4651		WATER REVENUE
		13.33							
1001976	12/4/2020		116114 AVESIS THIRD PARTY ADMINISTRATORS						
		179.51	DEC 2020 VISION INS		104670	2573292	9101.2170		DENTAL/DISABILITY/LIFE
		179.51							
1001977	12/4/2020		110734 CITY OF RAMSEY						
		150.00	62855296		104676	120320	9601.4651		WATER REVENUE
		150.00							
1001978	12/4/2020		112475 INNOVATIVE OFFICE SOLUTIONS						
		30.99	MISC OFFICE SUPPLIES		104687	IN3122628	0194.6208		MISCELLANEOUS OFFICI
		49.08	MISC OFFICE SUPPLIES		104687	IN3122628	0452.6208		MISCELLANEOUS OFFICI
		1.20	REQUIRED LATE FEE		104687	IN3122628	0153.6208		MISCELLANEOUS OFFICI
		81.27							
1001979	12/4/2020		107244 NORTHLAND TRUST SERVICES INC						
		770,000.00	BONDS 2012A		104698	101920	9339.6602		BOND PRINCIPAL
		193,906.26	BONDS 2012A		104698	101920	9339.6611		BOND INTEREST
		280,000.00	BONDS 2011B		104699	101620	9340.6602		BOND PRINCIPAL
		20,668.75	BONDS 2011B		104699	101620	9340.6611		BOND INTEREST
		495.00	BONDS 2011B		104699	101620	9340.6310		FISCAL AGENT FEES
		1,265,070.01							
1001980	12/4/2020		107978 PREMIER COMMERCIAL PROPERTIES INC						
		200.00	OCT 20 HWY 10 MANAGEMENT		104701	7270	9410.6315	00041012	MISCELLANEOUS PROFE
		200.00	OCT 20 HWY 10 MANAGEMENT		104701	7270	9410.6315	00041001	MISCELLANEOUS PROFE
		200.00	OCT 20 HWY 10 MANAGEMENT		104701	7270	9410.6315	00041014	MISCELLANEOUS PROFE
		90.70	LEASE FEE 6701 HIWAY 10 STOR.		104702	7296	9410.6315		MISCELLANEOUS PROFE
		690.70							
1001981	12/4/2020		105706 TINKLENBERG GROUP INC						
		3,500.00	RETAINER DEC 2020		104713	2121	9400.6315		MISCELLANEOUS PROFE
		3,500.00							
		1,320,981.14	Grand Total						

Payment Instrument Totals

Checks	51,309.65
A/P ACH Payment	1,269,671.49
Total Payments	1,320,981.14

Payment Group Control Number 3139
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
117889	ANIMAL CARE EQUIPMENT AND SERVICE LLC	CAGE NET	PV	104720	001	09101	12/1/2020	87577	151.75
	ANIMAL CARE EQUIPMENT AND SERVICE LLC 555 ALTER STREET SUITE 19A BROOMFIELD CO 80020						Summary Total		151.75
							Payment Amount		151.75
100033	ANOKA COUNTY ATTORNEY	FORFEITURE 20-214961	PV	104721	001	09290	12/2/2020	120220	140.00
	ANOKA COUNTY ATTORNEY 2100 - 3RD AVENUE NORTH ANOKA MN 55303						Summary Total		140.00
							Payment Amount		140.00
100063	ASPEN MILLS	R. WEBB- EAR TO MIC PIECE	PV	104724	001	09101	11/17/2020	264638	39.99
	ASPEN MILLS 8201 C CENTRAL AVE NE SPRING LAKE PARK MN 55432						Summary Total		39.99
							Payment Amount		39.99
100086	BLUE VELVET INC	FD WASHES DEC 2020	PV	104799	001	09101	12/7/2020	120720	149.75
	BLUE VELVET INC 14101 ST FRANCIS BLVD NW RAMSEY MN 55303						Summary Total		149.75
							Payment Amount		149.75
100111	COMMERCIAL ASPHALT COMPANY	ASPHALT	PV	104804	001	09101	11/30/2020	201130	120.00
	COMMERCIAL ASPHALT COMPANY P O BOX 1480 MAPLE GROVE MN 55311-6480						Summary Total		120.00
							Payment Amount		120.00
100167	CORNERSTONE FORD	KEY	PV	104728	001	09101	11/30/2020	15316468	18.75
	CORNERSTONE FORD 17219 HIGHWAY 10 NW PO BOX 304 ELK RIVER MN 55330						Summary Total		18.75

Payment Group Control Number	3139		
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	Number	Itm	Co	Due Date	Invoice Number	Payment Amount
							Payment Amount		18.75
100127	CROW RIVER FARM EQUIPMENT COMPANY	MISC SUPPLIES	PV	104805	001	09101	12/4/2020	199062	60.32
	CROW RIVER FARM EQUIPMENT COMPANY 17685 - 53RD STREET NE ROGERS MN 55374						Summary Total		60.32
							Payment Amount		60.32
106565	DRYDEN EXCAVATING	RE:9591 INVERNESS DRAIN	PV	104771	001	09605	11/30/2020	156	6,423.70
	DRYDEN EXCAVATING 6700 VIKING BLVD NW ANOKA MN 55303						Summary Total		6,423.70
							Payment Amount		6,423.70
104267	ELITE SANITATION	PORTABLE TOILETS	PV	104774	001	09101	12/4/2020	27309	216.00
	ELITE SANITATION PO BOX 526 ELK RIVER MN 55330						Summary Total		216.00
							Payment Amount		216.00
100143	FERGUSON WATERWORKS # 2516	BELT CLIP	PV	104780	001	09601	11/24/2020	0465926	3,050.00
	FERGUSON WATERWORKS 2516 P O BOX 802817						Summary Total		3,050.00
		WATER METER PARTS	PV	104781	001	09601	11/25/2020	0467253	412.09
	CHICAGO IL 60680-2817						Summary Total		412.09
		WATER METER PARTS	PV	104782	001	09601	11/24/2020	0467132	412.09
							Summary Total		412.09
							Payment Amount		3,874.18
112564	GROUP HEALTH INC WORKSITE	EAP NOV 2020	PV	104740	001	09101	11/29/2020	W818100	92.00
	GROUP HEALTH INC WORKSITE MAIL STOP # 21109A P O BOX 1309 MINNEAPOLIS MN 55440-1309						Summary Total		92.00
							Payment Amount		92.00

Payment Group Control Number	3139		
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
116743	GWORKS	2021 TECH/MAINT ANNUAL FEE	PV	104739	001	09101	11/9/2020	2019-11377	428.00
	GWORKS 3905 S. 148TH STREET SUITE 200 OMAHA NE 68144					Summary Total			428.00
						Payment Amount			428.00
115760	HENRY SCHEIN INC	CLOROX GERM REFILL	PV	104741	001	09101	11/18/2020	84588371	171.64
	HENRY SCHEIN INC					Summary Total			171.64
	DEPT CH 10241	MISC SUPPLIES	PV	104839	001	09101	11/24/2020	86415126	402.76
	PALATINE IL 60055-0241					Summary Total			402.76
						Payment Amount			574.40
112160	HOLIDAY COMPANIES	PD WASHES	PV	104786	001	09101	12/1/2020	046801122000	174.25
	HOLIDAY COMPANIES 4567 AMERICAN BLVD W BLOOMINGTON MN 55437					Summary Total			174.25
						Payment Amount			174.25
100256	LANO EQUIPMENT INC	RENT- KUBOTA EXACT.	PV	104819	001	09101	12/3/2020	02-799148	250.00
	LANO EQUIPMENT INC 6140 HIGHWAY 10 NW ANOKA MN 55303					Summary Total			250.00
						Payment Amount			250.00
102954	LITTLE FALLS MACHINE INC	MOUNTING PLATE	PV	104820	001	09101	12/2/2020	35986	73.26
	LITTLE FALLS MACHINE INC					Summary Total			73.26
	300 LINDBERGH DRIVE SOUTH	MOTOR HUB	PV	104821	001	09101	12/2/2020	359886	76.33
	LITTLE FALLS MN 56345-1598					Summary Total			76.33
						Payment Amount			149.59
117588	MEDART- CPD	CHAINSAW FILE	PV	104822	001	09101	11/30/2020	08017170	44.35
	MEDART- CPD 3801 THURSTON AVENUE ANOKA MN 55303					Summary Total			44.35
						Payment Amount			44.35

Payment Group Control Number	3139		
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
108208	METRO PRODUCTS INC	MISC PARTS	PV	104788	001	09101	12/3/2020	155944	38.02
	METRO PRODUCTS INC				Summary Total				38.02
	7401 CENTRAL AVENUE NE	MISC PARTS	PV	104825	001	09101	12/4/2020	155966	41.00
	FRIDLEY MN 55432				Summary Total				41.00
					Payment Amount				79.02
100326	MN CHIEFS OF POLICE ASSN	2021 DUES T. FRANKFURTH	PV	104746	001	09101	12/3/2020	11134	172.00
	MN CHIEFS OF POLICE ASSN				Summary Total				172.00
	803 OLD HIGHWAY 8 NW	2021 DUES J. KATERS	PV	104747	001	09101	12/3/2020	11398	386.00
	NEW BRIGHTON MN 55112				Summary Total				386.00
		2021 DUES B. BLUML	PV	104748	001	09101	12/3/2020	11125	172.00
					Summary Total				172.00
					Payment Amount				730.00
107333	MN DEPT OF LABOR AND INDUSTRY	SHOP 14100 JASPAR ST	PV	104826	001	09101	12/2/2020	ABR0249429X	20.00
	MN DEPT OF LABOR AND INDUSTRY FINANCIAL SERVICES OFFICE 443 LAFAYETTE ROAD ST PAUL MN 55155				Summary Total				20.00
					Payment Amount				20.00
107333	MN DEPT OF LABOR AND INDUSTRY	FIRE STATION 1-ARMSTRONG	PV	104827	001	09101	12/2/2020	ARB0249104X	10.00
	MN DEPT OF LABOR AND INDUSTRY FINANCIAL SERVICES OFFICE 443 LAFAYETTE ROAD ST PAUL MN 55155				Summary Total				10.00
					Payment Amount				10.00
102215	MN POLICE AND PEACE OFFICER ASSOC	2021 MPPOA DUES J.KATERS	PV	104750	001	09101	11/30/2020	113020	50.00
	MN POLICE AND PEACE OFFICER ASSOC 525 PARK STREET SUITE 250 ST PAUL MN 55103				Summary Total				50.00
					Payment Amount				50.00

Payment Group Control Number 3139
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
116078	MPPOA LDF	2021 LDF J. KATERS	PV	104749	001	09101	11/30/2020	113020	200.00
	MPPOA LDF 525 PARK STREET SUITE 250 ST PAUL MN 55103						Summary Total		200.00
							Payment Amount		200.00
100345	NAPA AUTO PARTS ELK RIVER	STARTING FLUID	PV	104789	001	09101	12/3/2020	090283	4.98
	NAPA AUTO PARTS ELK RIVER 17137 YALE STREET NW P O BOX 1041 ELK RIVER MN 55330						Summary Total		4.98
							Payment Amount		4.98
115543	NATURAL ENDEAVORS LANDSCAPING INC	PLOW- 6701 HWY 10	PV	104751	001	09410	12/2/2020	1611-2020	400.00
	NATURAL ENDEAVORS LANDSCAPING INC 2662 S COON CREEK DRIVE ANDOVER MN 55304						Summary Total		400.00
							Payment Amount		400.00
100360	NORTH STAR TOWING INC	TOW	PV	104790	001	09101	11/29/2020	75560	65.00
	NORTH STAR TOWING INC 833 NORTH STREET ANOKA MN 55303						Summary Total		65.00
							Payment Amount		65.00
101110	PATCHIN MESSNER DODD AND BRUMM	RE: 2020 PUMA ST IMPROV	PV	104793	001	09437	12/8/2020	22041	8,868.75
	PATCHIN MESSNER DODD AND BRUMM SUNSET PONDS OFFICE PARK 13961 WEST PRESERVE BLVD BURNSVILLE MN 55337						Summary Total		8,868.75
							Payment Amount		8,868.75
117595	QUADIENT INC	POSTAGE RENT DEC 20-MAR 21	PV	104832	001	09101	11/20/2020	58039679	108.90
	QUADIENT INC P O BOX 123689 DEPT 3689						Summary Total		108.90

CITY OF RAMSEY
Create Payment Control Groups

Payment Group Control Number	3139		
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	Number	Itm	Co	Due Date	Invoice Number	Payment Amount
	DALLAS TX 75312-3689								
							Payment Amount		108.90
100421	REGAL AWARDS AND TROPHIES	PLAQUES	PV	104758	001	09101	12/7/2020	120720	145.00
	REGAL AWARDS AND TROPHIES 15454 HEMATITE STREET NW ANOKA MN 55303						Summary Total		145.00
							Payment Amount		145.00
113499	ROSENBAUER MINNESOTA LLC	SWITCHES	PV	104833	001	09101	11/24/2020	0000043523	66.72
	ROSENBAUER MINNESOTA LLC P O BOX 549 5181 260TH STREET WYOMING MN 55092						Summary Total		66.72
							Payment Amount		66.72
107711	SCHINDLER ELEVATOR	RAMP DEC 20- FEB 21	PV	104794	001	09240	12/1/2020	8105490211	1,422.27
	SCHINDLER ELEVATOR P O BOX 93050 CHICAGO IL 60673-3050						Summary Total		1,422.27
							Payment Amount		1,422.27
100461	STAR TRIBUNE	STAR DEC 20- NOV 2021	PV	104759	001	09101	11/15/2020	7805754 NOV 2020	457.60
	STAR TRIBUNE P O BOX 790445 ST LOUIS MO 63179-0445						Summary Total		457.60
							Payment Amount		457.60
113273	STATE OF MINNESOTA	FORFEITURE 20-214961	PV	104760	001	09290	12/2/2020	120220	70.00
	STATE OF MINNESOTA DEPARTMENT OF FINANCE TREASURY DIVISION- SEIZED PROPERTY P O BOX 64577 ST PAUL MN 55164-0577						Summary Total		70.00
							Payment Amount		70.00
114151	TASC (FEES)	FEES NOV 2020	PV	104835	001	09101	11/30/2020	IN1916426	370.50

CITY OF RAMSEY
Create Payment Control Groups

Payment Group Control Number	3139		
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
	TASC								
	CLIENT INVOICES								
	P O BOX 88278								
	MILWAUKEE WI 53288-0001								
				Summary Total					370.50
				Payment Amount					370.50
108522	TOTAL CONTROL SYSTEMS, INC	VFD FAN INSTALL WELL 7	PV	104796	001	09601	12/1/2020	9549	1,583.31
	TOTAL CONTROL SYSTEMS, INC	VFD FAN INSTALL WELL 7	PV	104796	002	09601	12/1/2020	9549	1,583.32
	P O BOX 40								
	STANCHFIELD MN 55080								
				Summary Total					3,166.63
				Payment Amount					3,166.63
105569	ULTRA ACRYLICS, INC	ACRYLIC BARRIER ICE RINK	PV	104762	001	09101	11/18/2020	27422	200.00
	ULTRA ACRYLICS, INC								
	1257 172ND LANE NE SUITE 100								
	HAM LAKE MN 55304								
				Summary Total					200.00
				Payment Amount					200.00
100529	WENDELL'S INC	COUNCIL BADGES/SIGNS	PV	104837	001	09101	12/3/2020	2519575	45.49
	WENDELL'S INC								
	6601 BUNKER LAKE BLVD								
	PO BOX 458								
	RAMSEY MN 55303-0458								
				Summary Total					45.49
				Payment Amount					45.49
				Total Amount to be Processed					29,387.89
				Total Number of Payments to be Processed					37

CITY OF RAMSEY
Create Payment Control Groups

Payment Group Control Number	3140		
Bank Account	999.1010	CASH IN BANK	00002224
Version	LOGIS004V		
Originator	JLIPSKI		
Payment Instrument	T	A/P ACH Payment	
Pay Through Date	12/31/2020		

Payee Number	Payee Name / Mailing Address	Stub Message	Document Ty	Number	Itm	Co	Due Date	Invoice Number	Payment Amount
115149	ADVANCED FIRST AID INC	LIFE PAK	PV	104718	001	09101	12/3/2020	1220-780	2,205.00
	ADVANCED FIRST AID INC 4201 DREW AVENUE NORTH ROBBINSDALE MN 55422-1549			Summary Total					2,205.00
				Payment Amount					2,205.00
100017	AIRGAS USA, LLC	MISC GASES	PV	104798	001	09101	11/30/2020	9975396702	31.27
	AIRGAS USA LLC P O BOX 802576 CHICAGO IL 60680-2576			Summary Total					31.27
				Payment Amount					31.27
100043	ANOKA COUNTY PROPERTY RECORDS TAXATION	FILINGS NOV 2020	PV	104723	001	09804	12/1/2020	120120	46.00
	ANOKA COUNTY PROPERTY RECORDS TAXATION	FILINGS NOV 2020	PV	104723	002	09804	12/1/2020	120120	46.00
	2100 - 3RD AVENUE ANOKA MN 55303			Summary Total					92.00
				Payment Amount					92.00
107587	ANOKA COUNTY TREASURY DEPARTMENT	ELECTION BALLOTS	PV	104722	001	09101	12/1/2020	ELEC11302017	402.68
	ANOKA COUNTY TREASURY DEPARTMENT 2100 THIRD AVENUE ANOKA MN 55303			Summary Total					402.68
				Payment Amount					402.68
113508	APPRIZE TECHNOLOGY SOLUTIONS	DEC 2020 EMPL BEN SERVICE	PV	104719	001	09101	12/1/2020	20021122020	360.00
	APPRIZE TECHNOLOGY SOLUTIONS 10405 6TH AVENUE NORTH SUITE 100 PLYMOUTH MN 55441			Summary Total					360.00
				Payment Amount					360.00
100647	BOLTON AND MENK INC	164TH LN DRAINAGE OCT 20	PV	104725	001	09605	11/23/2020	0260536	362.50
	BOLTON AND MENK INC 1960 PREMIER DRIVE			Summary Total					362.50
		PUMA ST CONST. OCT 20	PV	104726	001	09437	11/23/2020	0260542	232.50

R04570

CITY OF RAMSEY
Create Payment Control Groups

Payment Group Control Number	3140		
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
	MANKATO MN 56001-5900			Summary Total					232.50
		INVERNESS LN DRAINAGE OCT 20	PV	104727	001	09605	11/23/2020	0260546	857.50
				Summary Total					857.50
				Payment Amount					1,452.50
103641	BOYER TRUCKS ROGERS	LINKAGE PARTS	PV	104767	001	09101	12/2/2020	88086R	3.93
	BOYER TRUCKS			Summary Total					3.93
	P O BOX 18338	VALVE LEVER	PV	104768	001	09101	12/2/2020	88085R	115.19
	MINNEAPOLIS MN 55418			Summary Total					115.19
				Payment Amount					119.12
112019	CENTRAL HYDRAULICS INC	MISC SUPPLIES	PV	104800	001	09101	11/24/2020	67717	276.94
	CENTRAL HYDRAULICS INC			Summary Total					276.94
	21877 INDUSTRIAL COURT	MISC PARTS	PV	104801	001	09101	11/24/2020	67720	33.32
	ROGERS MN 55374			Summary Total					33.32
				Payment Amount					310.26
116197	CINTAS CORPORATION	UNIFORM CLEANING	PV	104802	001	09101	12/2/2020	4068951890	28.00
	CINTAS CORPORATION	UNIFORM CLEANING	PV	104802	002	09101	12/2/2020	4068951890	4.00
	CINTAS LOC #4K	UNIFORM CLEANING	PV	104802	003	09101	12/2/2020	4068951890	28.81
	P O BOX 650838	UNIFORM CLEANING	PV	104802	004	09101	12/2/2020	4068951890	28.82
	DALLAS TX 75265-0838			Summary Total					89.63
		MATS- FIRE DEPT	PV	104803	001	09101	12/2/2020	4068951835	13.20
				Summary Total					13.20
				Payment Amount					102.83
100129	CRYSTEEL TRUCK EQUIPMENT	BACK DRAG EDGE	PV	104769	001	09101	12/1/2020	LP200408	305.92
	CRYSTEEL MANUFACTURING			Summary Total					305.92
	1130 73RD AVENUE NE	BOSS PLOW 613	PV	104807	001	09101	11/30/2020	F47185	7,266.00
	FRIDLEY MN 55432			Summary Total					7,266.00
		BOSS PLOW 612	PV	104808	001	09601	11/30/2020	F47189	3,805.50
		BOSS PLOW 612	PV	104808	002	09601	11/30/2020	F47189	3,805.50
				Summary Total					7,611.00
		CUTTING EDGES	PV	104838	001	09101	11/19/2020	FP179318	1,437.87
				Summary Total					1,437.87
				Payment Amount					16,620.79

Payment Group Control Number	3140		
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
111818	DEANO'S COLLISION SPECIALISTS INC	WORK ON 366	PV	104770 001	09702		11/30/2020	57296	5,057.76
	DEANO'S COLLISION SPECIALISTS INC	WORK ON 366	PV	104770 002	09702		11/30/2020	57296	2,750.00
	11063 173RD AVENUE ELK RIVER MN 55330			Summary Total					7,807.76
				Payment Amount					7,807.76
100144	DEHN OIL COMPANY	DIESEL FUEL	PV	104809 001	09101		11/13/2020	79902	354.41
	DEHN OIL COMPANY			Summary Total					354.41
	6735 141ST AVENUE NW	DIESEL FUEL	PV	104810 001	09101		12/1/2020	79962	80.46
	RAMSEY MN 55303			Summary Total					80.46
				Payment Amount					434.87
101185	DO ALL PRINTING COM INC	TOW SHEETS	PV	104729 001	09101		12/2/2020	49734	80.00
	DO ALL PRINTING COM INC			Summary Total					80.00
	6360 HIGHWAY 10 NW	ENVELOPES	PV	104811 001	09101		12/4/2020	49776	435.00
	RAMSEY MN 55303			Summary Total					435.00
				Payment Amount					515.00
100158	ECM PUBLISHERS INC	PROJECT 20-136 PH	PV	104730 001	09804		11/20/2020	806258	80.63
	ECM PUBLISHERS INC			Summary Total					80.63
	4095 COON RAPIDS BLVD	PROJECT 20-132 PH	PV	104731 001	09804		11/20/2020	806260	86.00
	COON RAPIDS MN 55433			Summary Total					86.00
		PROJECT 20-137 PH	PV	104732 001	09804		11/20/2020	806259	80.63
				Summary Total					80.63
		PROPOSED BUDGET 2021 PH	PV	104772 001	09101		11/27/2020	807493	53.75
				Summary Total					53.75
		CAPITAL IMPROV PH	PV	104773 001	09101		11/27/2020	807492	80.63
				Summary Total					80.63
		ORD 20-20	PV	104812 001	09101		12/4/2020	808468	59.13
				Summary Total					59.13
				Payment Amount					440.77
114680	ELECTRICAL PRODUCTION SERVICES INC	CCTV INSTALL- FINAL	PV	104733 001	09101		11/24/2020	18502	2,637.00

Payment Group Control Number	3140		
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
	ELECTRICAL PRODUCTION SERVICES INC 2431 GALPIN COURT SUITE 140 CHANHASSEN MN 55317			Summary Total					2,637.00
				Payment Amount					2,637.00
108737	EMERGENCY AUTOMOTIVE TECHNOLOGY INC	RETURN- MISC ITEMS	PD	104734	001	09101	10/20/2020	CM19152	142.64-
	EMERGENCY AUTOMOTIVE TECHNOLOGY INC			Summary Total					142.64-
	2755 GENEVA AVE N	PUSH BUMPER/MISC 384	PV	104735	001	09702	11/24/2020	AW101520-2	474.63
	OAKDALE MN 55128			Summary Total					474.63
		WHELEN PED MOUNT 305	PV	104736	001	09101	11/18/2020	DL111320-22	81.20
				Summary Total					81.20
		SPARE PARTS FOR SPOTLIGHTS	PV	104738	001	09101	11/30/2020	DL113020-20	53.14
				Summary Total					53.14
		WHELEN LIGHTS/MISC 363	PV	104775	001	09290	12/1/2020	AW101520-7	325.96
				Summary Total					325.96
		WHELEN LIGHTS 366	PV	104776	001	09702	12/1/2020	DL111320-20	401.36
				Summary Total					401.36
		MOUNT FLANGE KIT 305	PV	104777	001	09101	12/3/2020	DL120320-25	23.58
				Summary Total					23.58
		WHELEN LIGHTS 305	PV	104778	001	09101	11/27/2020	DL11132022A	200.68
				Summary Total					200.68
				Payment Amount					1,417.91
113321	FACTORY MOTOR PARTS CO	AIR FILTER	PV	104779	001	09101	12/7/2020	6-1578908	7.99
	FACTORY MOTOR PARTS CO BIN 139107 P O BOX 9107 MINNEAPOLIS MN 55480-9107			Summary Total					7.99
				Payment Amount					7.99
107099	FASTENAL	MISC SUPPLIES	PV	104813	001	09101	12/4/2020	MNTC8191291	31.10
	FASTENAL COMPANY			Summary Total					31.10
	P O BOX 1286	MISC SUPPLIES	PV	104814	001	09101	12/1/2020	MNTC8191193	9.68
	WINONA MN 55987			Summary Total					9.68

Payment Group Control Number	3140		
Bank Account	999.1010	CASH IN BANK	00002224
Version	LOGIS004V		
Originator	JLIPSKI		
Payment Instrument	T	A/P ACH Payment	
Pay Through Date	12/31/2020		

Payee Number	Payee Name / Mailing Address	Stub Message	Document Ty	Number	Itm	Co	Due Date	Invoice Number	Payment Amount
		BATTERIES	PV	104815	001	09101	12/1/2020	MNTC8191183	4.20
				Summary Total					4.20
		BATTERIES	PV	104816	001	09101	12/1/2020	MNTC8191181	34.92
				Summary Total					34.92
				Payment Amount					79.90
100200	GOPHER STATE ONE CALL INC	171 TICKETS	PV	104783	001	09601	11/30/2020	0110690	76.95
	GOPHER STATE ONE CALL	171 TICKETS	PV	104783	002	09601	11/30/2020	0110690	76.95
	7223 PARKWAY DRIVE SUITE 210	171 TICKETS	PV	104783	003	09601	11/30/2020	0110690	76.95
	HANOVER MD 21076-1317			Summary Total					230.85
				Payment Amount					230.85
100650	GRAINGER	MISC PARTS	PV	104784	001	09101	12/7/2020	9739285246	42.47
	GRAINGER INC			Summary Total					42.47
	DEPT. 806511127	CFL BALLASTS	PV	104785	001	09101	12/2/2020	97336656459	256.16
	PALATINE IL 60038-0001			Summary Total					256.16
		RETURN- BATTERY CHARGER	PD	104817	001	09101	12/2/2020	9733300033	75.88-
				Summary Total					75.88-
				Payment Amount					222.75
100266	LOGIS	RENEW LIC ADOBE/CLOUD/INDESIGN	PV	104742	001	09101	11/30/2020	49665	6,594.59
	LOCAL GOVERNMENT INFORMATION SYSTEMS ASS	RENEW LIC ADOBE/CLOUD/INDESIGN	PV	104742	002	09101	11/30/2020	49665	2,328.14
	5750 DULUTH STREET			Summary Total					8,922.73
	GOLDEN VALLEY MN 55422-4036	NOV 2020 SERVICES	PV	104743	001	09101	12/1/2020	49567	17,261.00
				Summary Total					17,261.00
		NOV 2020 NETWORK SERVICES	PV	104744	001	09101	11/30/2020	49632	1,468.75
				Summary Total					1,468.75
				Payment Amount					27,652.48
113658	MARCO	DEC 2020 SERVICES	PV	104745	001	09101	12/1/2020	INV8208858	60.00
	MARCO			Summary Total					60.00
	NW 7128 PO BOX 1450								
	MINNEAPOLIS MN 55485-7128								

Payment Group Control Number	3140		
Bank Account	999.1010	CASH IN BANK	00002224
Version	LOGIS004V		
Originator	JLIPSKI		
Payment Instrument	T	A/P ACH Payment	
Pay Through Date	12/31/2020		

Payee Number	Payee Name / Mailing Address	Stub Message	Document Ty	Number	Itm	Co	Due Date	Invoice Number	Payment Amount
				Payment Amount					60.00
100284	MENARDS ELK RIVER	MISC SUPPLIES	PV	104823	001	09101	11/28/2020	22141	101.85
	MENARDS ELK RIVER			Summary Total					101.85
	19521 EVANS STREET NW	MISC SUPPLIES	PV	104824	001	09101	11/30/2020	22204	90.61
	ELK RIVER MN 55330-1077			Summary Total					90.61
				Payment Amount					192.46
100285	MET COUNCIL ENVIRONMENTAL SRV	JAN 21 WASTE WATER	PV	104787	001	09602	12/7/2020	0001117815	70,433.39
	MET COUNCIL ENVIRONMENTAL SRV P O BOX 856513 MINNEAPOLIS MN 55485-6513			Summary Total					70,433.39
				Payment Amount					70,433.39
113909	MOBILE VEHICLE INTEGRATION	SIREN SPEAKER 559	PV	104828	001	09101	12/2/2020	20012157	341.25
	MOBILE VEHICLE INTEGRATION 835 XENIA AVENUE NW ELK RIVER MN 55330			Summary Total					341.25
				Payment Amount					341.25
108091	MUNICIPAL CODE CORPORATION	ONLINE HOST DEC 20-NOV 21	PV	104829	001	09101	12/8/2020	00352405	950.00
	MUNICIPAL CODE CORPORATION P O BOX 2235 TALLAHASSEE FL 32316			Summary Total					950.00
				Payment Amount					950.00
115167	NET TRANSCRIPTS INC	TRANSCRIPTIONS NOV 20	PV	104752	001	09101	11/15/2020	NT464	46.80
	NET TRANSCRIPTS INC 3707 N. 7TH STREET SUITE 320 PHOENIX AZ 85014			Summary Total					46.80
				Payment Amount					46.80
100363	NORTHERN SANITARY SUPPLY CO	MISC SUPPLIES	PV	104791	001	09101	12/2/2020	200433	261.56
	NORTHERN SANITARY SUPPLY CO			Summary Total					261.56

CITY OF RAMSEY
Create Payment Control Groups

Payment Group Control Number	3140		
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
	341 COON RAPIDS BLVD MINNEAPOLIS MN 55433								
						Payment Amount			261.56
115232	NORTHERN TECHNOLOGIES LLC	REVISED INV COM DEV	PV	104755	001	09230	8/31/2020	36167A	3,625.00
	NORTHERN TECHNOLOGIES LLC 3522 4TH AVENUE S FARGO ND 58103					Summary Total			3,625.00
						Payment Amount			3,625.00
115071	NORTHLAND OCCUPATIONAL HEALTH	21 CONTRACT CONSORTIUM MANAGE.	PV	104753	001	09101	11/19/2020	8667	250.00
	NORTHLAND OCCUPATIONAL HEALTH					Summary Total			250.00
	7533 SUNWOOD DRIVE NW SUITE 212	PRE EMPL DRUG SCREEN	PV	104754	001	09101	12/2/2020	8814	50.00
	RAMSEY MN 55303					Summary Total			50.00
						Payment Amount			300.00
110547	NORTHWEST LIGHTING SYSTEMS CO.	MISC LIGHTING CH	PV	104792	001	09101	11/24/2020	118893	200.46
	NORTHWEST LIGHTING SYSTEMS CO. 746 CRAIG AVENUE TRACY MN 56175					Summary Total			200.46
						Payment Amount			200.46
110480	OPUS 21 MANAGEMENT SOLUTIONS	OCT 2020 SERVICES	PV	104756	001	09601	11/26/2020	201058	2,508.42
	OPUS 21 MANAGEMENT SOLUTIONS	OCT 2020 SERVICES	PV	104756	002	09601	11/26/2020	201058	2,508.42
	680 COMMERCE DRIVE SUITE 160	OCT 2020 SERVICES	PV	104756	003	09601	11/26/2020	201058	2,508.42
	WOODBURY MN 55125	OCT 2020 SERVICES	PV	104756	004	09601	11/26/2020	201058	2,508.42
		OCT 2020 SERVICES	PV	104756	005	09601	11/26/2020	201058	2,508.41
						Summary Total			12,542.09
						Payment Amount			12,542.09
112421	PERRILL	DEC 20 ROW WAY WEB	PV	104830	001	09101	12/1/2020	253064	200.00
	PERRIL 110 CHESHIRE LANE SUITE 105 MINNETONKA MN 55305					Summary Total			200.00

Payment Group Control Number	3140		
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
				Payment Amount					200.00
111488	POPP.COM INC POPP.COM INC 620 MENDELSSOHN AVE NO SUITE 101 GOLDEN VALLEY MN 55427	NOV 2020 SERVICE	PV	104757	001	09101	11/30/2020	992648546	83.51
		NOV 2020 SERVICE	PV	104757	002	09101	11/30/2020	992648546	37.12
		NOV 2020 SERVICE	PV	104757	003	09101	11/30/2020	992648546	46.40
		NOV 2020 SERVICE	PV	104757	004	09101	11/30/2020	992648546	176.31
		NOV 2020 SERVICE	PV	104757	005	09101	11/30/2020	992648546	27.84
		NOV 2020 SERVICE	PV	104757	006	09101	11/30/2020	992648546	106.71
		NOV 2020 SERVICE	PV	104757	007	09101	11/30/2020	992648546	41.75
		NOV 2020 SERVICE	PV	104757	008	09101	11/30/2020	992648546	111.78
		NOV 2020 SERVICE	PV	104757	009	09101	11/30/2020	992648546	89.37
		NOV 2020 SERVICE	PV	104757	010	09101	11/30/2020	992648546	109.32
		NOV 2020 SERVICE	PV	104757	011	09101	11/30/2020	992648546	59.58
				Summary Total					889.69
				Payment Amount					889.69
113444	PRECISE 501 EAST CLIFF ROAD SUITE 100 BURNSVILLE MN 55337	DATA PLAN OCT 2020	PV	104831	001	09101	11/30/2020	200-1028348	875.00
				Summary Total					875.00
				Payment Amount					875.00
110313	SUMMIT COMPANIES P O BOX 6205 CAROL STREAM IL 60197-6205	EXTING. RECHARGES	PV	104834	001	09101	11/27/2020	130002334	192.64
				Summary Total					192.64
				Payment Amount					192.64
100485	TIMESAVER OFF SITE SECRETARIAL INC 21021 KAROLINE COURT N FOREST LAKE MN 55025	NOV 2020 MEETINGS	PV	104761	001	09101	11/30/2020	M26058	1,409.50
				Summary Total					1,409.50
				Payment Amount					1,409.50
112688	TITAN MACHINERY 14375 JAMES ROAD ROGERS MN 55374	BLADES/NUTS/BOLTS	PV	104795	001	09101	12/2/2020	14924072	1,171.30
				Summary Total					1,171.30
				Payment Amount					1,171.30

R04570

CITY OF RAMSEY

Create Payment Control Groups

Payment Group Control Number	3140		
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
112079	TOKLE INSPECTIONS INC	NOV 2020 SERVICES	PV	104836	001	09101	12/7/2020	120720	10,387.23
	TOKLE INSPECTIONS INC 1748 123RD AVENUE NW COON RAPIDS MN 55448						Summary Total		10,387.23
							Payment Amount		10,387.23
100539	WRIGHT TIRE SERVICE INC	TIRES 698	PV	104797	001	09101	12/4/2020	84900	519.08
	WRIGHT TIRE SERVICE INC 710 WEST MAIN STREET ANOKA MN 55303						Summary Total		519.08
							Payment Amount		519.08
112515	WSB AND ASSOCIATES INC	GEN PLAN OCT 2020	PV	104764	001	09101	11/24/2020	R-15204-000-10	1,402.50
	WSB AND ASSOCIATES INC 701 XENIA AVENUE SOUTH SUITE 300 MINNEAPOLIS MN 55416						Summary Total		1,402.50
							Payment Amount		1,402.50
							Total Amount to be Processed		169,143.68
							Total Number of Payments to be Processed		41

11-24-2020

NORTHLAND TRUST SERVICES
150 S. Fifth Street, Suite 3300
Minneapolis, MN 55402
Phone 612-851-4931
Fax 612-851-4933

INVOICE

CITY OF RAMSEY
ATTN: FINANCE OFFICER
7550 SUNWOOD DRIVE NW
RAMSEY MN 55303-5137

10/16/2020
Vendor# 107244 RAMS11B
934.0 6003 280,000.00
934.0 6001 20,668.75
934.0 .0310 495
Date Rec'd. 10/21 Total Due: 301,163.75
Reviewed By.
Dept Approval

RE: CITY OF RAMSEY, MINNESOTA
$3,090,000 GENERAL OBLIGATION
IMPROVEMENT CROSSOVER REFUNDING
BOND, SERIES 2011B

Debt Service: 12/15/2020

Principal:	280,000.00
Interest:	20,668.75
Total Principal & Interest:	300,668.75
Less Cash on Hand (Escrow Funds)	(0.00)
Paying Agent Annual Fee	495.00

OCT 21 2020

Total Amount Due: 301,163.75

IF PAYING BY WIRE, PLEASE NOTIFY US VIA EMAIL

Thank you for your business!

CHECK PAYMENTS due: 12-10-2020

Make Checks payable to:
NORTHLAND TRUST SERVICES INC.

WIRE PAYMENTS due: 12-08-2020

Wells Fargo Bank, San Francisco, CA
ABA: 121-000-248
ACCT: 143-6412710 Northland Trust Services
REF: Issuer name & series number

***MN SCHOOL DISTRICTS should wire funds 3 days prior to debt service date according to State Credit Enhancement requirements.**

ACH PAYMENTS due: 12-08-2020

Wells Fargo Bank, Minneapolis, MN
ABA: 091-000-019
CHECKING ACCT: 143-6412710
REF: Issuer name & series number

If you have questions please contact:

Rhonda Magee
PH:612-851-4931
rmagee@northlandtrust.com

Scott Miles
PH: 612-851-5914
smiles@northlandtrust.com

NORTHLAND TRUST SERVICES
150 S. Fifth Street, Suite 3300
Minneapolis, MN 55402
Phone 612-851-4931
Fax 612-851-4933

INVOICE

CITY OF RAMSEY
ATTN: FINANCE OFFICER
7550 SUNWOOD DRIVE NW
RAMSEY MN 55303-5137

10/19/2020

Vendor # 107244 RAMS12A

933.9 6602 770,000.00
933.7 6601 193,906.26

Date Rec'd. 10/21 Total Due: 963,906.26
Reviewed By.
Dept Approval

RE: CITY OF RAMSEY, MINNESOTA
$16,875,000 GENERAL OBLIGATION CAPITAL IMPROVEMENT PLAN BONDS, SERIES 2012A

Debt Service: 12/15/2020

Principal:	770,000.00
Interest:	193,906.26
Total Principal & Interest:	963,906.26
Less Cash on Hand (Escrow Funds)	(0.00)
Paying Agent Annual Fee	0.00

Total Amount Due: 963,906.26

OCT 21 2020

IF PAYING BY WIRE, PLEASE NOTIFY US VIA EMAIL

Thank you for your business!

CHECK PAYMENTS due: 12-10-2020

Make Checks payable to:
NORTHLAND TRUST SERVICES INC.

WIRE PAYMENTS due: 12-08-2020

Wells Fargo Bank, San Francisco, CA
ABA: 121-000-248
ACCT: 143-6412710 Northland Trust Services
REF: Issuer name & series number

***MN SCHOOL DISTRICTS should wire funds 3 days prior to debt service date according to State Credit Enhancement requirements.**

ACH PAYMENTS due: 12-08-2020

Wells Fargo Bank, Minneapolis, MN
ABA: 091-000-019
CHECKING ACCT: 143-6412710
REF: Issuer name & series number

If you have questions please contact:

Rhonda Magee
PH:612-851-4931
rmagee@northlandtrust.com

Scott Miles
PH: 612-851-5914
smiles@northlandtrust.com

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #20-314

RESOLUTION APPROVING CASH DISBURSEMENTS MADE AND AUTHORIZING PAYMENT OF ACCOUNTS PAYABLE INVOICING RECEIVED DURING THE PERIOD OF DECEMBER 3, 2020 THROUGH DECEMBER 9, 2020

WHEREAS, the City of Ramsey Finance Department has made cash disbursements and received accounts payable invoicing during the period of December 3, 2020, through December 9, 2020, in the amount of $ 1,519,512.71 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 December 3, 2020, through December 9, 2020, in the amount of $ 1,519,512.71,.

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 15th day of December, 2020.

_____
Mayor

ATTEST:

_____
City Clerk

CC Special Session

Meeting Date: 12/15/2020

By: Bruce Westby, Engineering/Public Works

Title

Adopt Resolution #20-320 Accepting Awarded Grant Funds and Authoring Grant Agreement Execution for Fiscal Year 2021 Source Water Protection Plan Implementation Grant

Purpose/Background:

Purpose:

The purpose of this case is to adopt Resolution #20-320 accepting up to $9,600 in awarded source water protection implementation grant funds and authoring execution of a grant agreement with the Minnesota Department of Health for the purpose of evaluating the casing for municipal water supply Well #1.

Background:

The Clean Water Land and Legacy Amendment to the Minnesota constitution provides funding to the Minnesota Department of Health (MDH) to establish a source water protection (SWP) implementation grant program, which is administered through the MDH Drinking Water Protection Section. The fundamental goal of SWP is to prevent contamination from entering sources of public drinking water at levels that present a risk to people.

On January 31, 2020, the MDH approved the City of Ramsey's Wellhead Protection Plan (WHPP) Part 2 Amendment. Section 7.7.7 of the WHPP Part 2 Amendment identifies the need to evaluate the well casing for municipal Well #1. In the Part 1 WHPP amendment (MDH, 2018) it was noted that the tritium concentration in a groundwater sample collected from Well #1 in 2017 was higher than the tritium concentration in a sample collected from Well #1 in 2006. The rise in tritium concentration is considered to be an indication of a leak in the well casing. The WHPP plan therefore calls for the City to hire a well contractor to evaluate the condition of the casing during the next scheduled maintenance of Well #1. The estimated cost for this evaluation in 2018 was $10,000 to $15,000, depending on the level of effort required to determine if the casing is compromised.

The total amount of SWP implementation plan grant funding available under this latest notice is $175,000. The minimum amount for any grant is $1,000 and the maximum amount is $10,000. No local cost share is required to receive a SWP implementation grant, but based on estimated costs for this work Staff anticipated the City would need to fund a portion of the work, which was proposed to be taken from water enterprise funds. Staff therefore initially proposed to apply for the maximum grant amount of $10,000.

Upon receiving Council approval to apply for SWP implementation grant funds on August 25th, Staff solicited quotes from two well contractors for evaluating the casing of Well #1. Staff received one quote in return, which was in the amount of $9,600. Staff therefore requested SWP grant finding in the amount of $9,600, which was subsequently awarded to the City. The City will therefore not be required to pay for any portion of the work using water enterprise funds. The only expense the City will incur is for required Staff time.

Each grantee must formally enter into a grant agreement. The grant agreement addresses the conditions of the award, including implementation for the project. Once the grant agreement is signed, the grantee is expected to read and comply with all conditions of the grant agreement. A copy of the grant agreement is attached. All awarded funds must be expended by December 31, 2021.

Notification:

Notifications are not required for this case.

Recommendation:

Staff recommends adopting Resolution #20-320.

Action:

Adopt Resolution #20-320 accepting up to $9,600 in awarded source water protection implementation grant funds and authoring execution of a grant agreement with the Minnesota Department of Health for the purpose of evaluating the casing for municipal water supply Well #1.

Attachments

Resolution 20-320

MDH Grant Agreement

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	12/10/2020 02:21 PM
Form Started By: Bruce Westby		Started On: 12/10/2020 12:08 PM
Final Approval Date: 12/11/2020		

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

RESOLUTION #20-320

RESOLUTION ACCEPTING AWARDED GRANT FUNDS AND AUTHORIZING GRANT AGREEMENT EXECUTION FOR FISCAL YEAR 2021 SOURCE WATER PROTECTION (SWP) PLAN IMPLEMENTATION GRANT

WHEREAS, the Minnesota Department of Health (MDH) approved the City of Ramsey's Wellhead Protection Plan (WHPP) Part 2 Amendment on January 31, 2020; and

WHEREAS, Section 7.7.7 of the WHPP Part 2 Amendment identifies the need to evaluate the well casing for municipal Well #1; and

WHEREAS, the Clean Water Land and Legacy Amendment to the Minnesota constitution provides funding to MDH to establish a source water protection (SWP) implementation grant program; and

WHEREAS, the fundamental goal of SWP is to prevent contamination from entering sources of public drinking water at levels that present a risk to people; and

WHEREAS, MDH proposes to award between $1,000 and $10,000 in SWP implementation plan grant funds for use in fiscal year 2021; and

WHEREAS, no local cost share is required to receive these grant funds; and

WHEREAS, the City agrees to comply with all applicable laws and regulations as required by the grant agreement that must be executed before funds can be spent; and

WHEREAS, the City has the necessary capabilities and funds to hire a qualified well contractor to evaluate the well casing of municipal water supply Well #1; and

WHEREAS, pursuant to Resolution #20-174, adopted by the Ramsey City Council on August 25, 2020, an application was submitted for SWP implementation grant funds to hire a qualified well contractor to evaluate the well casing of municipal water supply Well #1 in an amount up to $9,600; and

WHEREAS, on December 2, 2020, MDH notified the City that the City had been awarded the requested SWP implementation grant funds; and

WHEREAS, on December 9, 2020, MDH submitted the SWP implementation grant agreement to the City and requested that the City execute the agreement as soon as possible.

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 accepts up to $9,600 in SWP implementation plan grant funds from the Minnesota Department of Health for fiscal year 2021.

2. That the Ramsey City Council hereby authorizes the City Administrator and City Engineer to execute the grant agreement 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 15th day of December, 2020.

_____
Mayor

ATTEST:

_____
City Clerk

DEPARTMENT OF HEALTH Encumbrance Worksheet Grant

Vendor Name & Doing Business As (D/B/A when applicable):	Vendor Number:	Vendor Location Code:
City of Ramsey (DBA Name 2 – Finance)	0000199282	001
Vendor Address:	**Vendor Remit-to Address (if different):**	
7550 Sunwood Drive NW, Ramsey, MN 55303		
Requestor's Name & Employee ID#: (required by SWIFT):	**Certified TG/ED/VO Vendor :**	
Eddie Wojski / 01128746	☐ Yes ☒ No Not applicable for grant	

Starting State Fiscal Year:	2021	**Amount of Original Agreement:**	$9,600.00
Agreement Start Date:	January 8, 2021	**Amount of Original + ALL Previous Amendments:**	
Agreement End Date:	December 31, 2021	**Amount of this Amendment ONLY:**	
Amended End Date:		**Grand Total (Original + all Amendments):**	$9,600.00

Select Amendment Type:	Language Only	Time Only	Money Only	Time and Money
	☐	☐	☐	☐

Special Instructions:

Does this contract contain non-public data? ☐ Yes ☒ No

If "Yes" provide a Contract/PO description for SWIFT:

ACCOUNTING INFORMATION

State Fiscal Year 2021

Fund	Dept ID	Appr ID	Project ID	Activity ID	Amount	Project Funding Start Date
2302	H1232117	H12162P			$9,600.00	7/1/2020
	H123	H12			$	
	H123	H12			$	

State Fiscal Year 202

Fund	Dept ID	Appr ID	Project ID	Activity ID	Amount	Project Funding Start Date
	H123	H12			$	
	H123	H12			$	
	H123	H12			$	

State Fiscal Year 202

Fund	Dept ID	Appr ID	Project ID	Activity ID	Amount	Project Funding Start Date
	H123	H12			$	
	H123	H12			$	
	H123	H12			$	

FINANCIAL MANAGEMENT USE ONLY

Encumbrance Signature	Sarah Martin Digitally signed by Sarah Martin Date: 2020.12.09 07:45:23 -06'00'	Date	12/09/2020
Contract Number	186689	Origin Code	649
Purchase Order Number	3000081148	Source Type	
Category Code	84101501	Account ID	441352

Minnesota Department of Health

Grant Agreement

This grant agreement is between the State of Minnesota, acting through its Commissioner of the Department of Health ("MDH") and City of Ramsey ("Grantee"). Grantee's address is 7550 Sunwood Drive NW, Ramsey, Minnesota 55303.

Recitals

1. MDH is empowered to enter into this grant agreement under Minn. Stat. § 144.0742 and §114D.50 Clean Water Fund .

2. MDH is in need of assisting public water suppliers to protect the source of drinking water.

3. The vision of the Department of Health is for health equity in Minnesota, where all communities are thriving and all people have what they need to be healthy. Health equity is achieved when every person has the opportunity to attain their health potential. Grantee agrees, where applicable, to perform its work with advancing health equity as a goal.

4. Grantee represents that it is duly qualified and will perform all the duties described in this agreement to the satisfaction of MDH. Grantee agrees to minimize administrative costs as a condition of this grant pursuant to Minn. Stat. § 16B.98, subd 1.

Grant Agreement

1. Term of Agreement

1.1. Effective Date

January 8, 2021, or the date MDH obtains all required signatures under Minn. Stat. § 16B.98, subd. 5, whichever is later. Per Minn. Stat. § 16B.98, subd 7, no payments will be made to the Grantee until this grant contract is fully executed. Grantee must not begin work until this contract is fully executed and MDH's Authorized Representative has notified Grantee that work may commence.

1.2. Expiration Date

December 31, 2021, or until all obligations have been fulfilled to the satisfaction of MDH, whichever occurs first.

1.3. Survival of Terms

The following clauses survive the expiration or cancellation of this grant contract: 8. Liability; 9. State Audits; 10. Government Data Practices and Data Disclosure; 11. Ownership of Equipment; 12. Intellectual Property; 14. Publicity and Endorsement; and 16. Governing Law, Jurisdiction, and Venue.

2. Grantee's Duties

Grantee, who is not a state employee, shall:

2.1. Hire a licensed well contractor to evaluate the condition of the well casing of municipal water supply well #1.

2.2. Grantee agrees that work shall take place only in the MDH approved Drinking Water Supply Management Area (DWSMA). Grantee will be reimbursed only for work that takes place in the DWSMA.

2.3. The Grantee shall use the Clean Water Land and Legacy Amendment logo provided by MDH on all materials that are purchased or produced under this Grant Agreement (equipment, reports to the public, publications, displays, videos). Failure to display the logo may render the Grantee ineligible for reimbursement.

2.4. The Grantee shall pay in full any licensed contractor or consultant hired for the purpose of completing any work under this Grant Agreement.

2.5. Upon completion of the project, Grantee shall complete and submit an itemized Grant Invoice and a Grant Narrative Report to MDH SWP Grant Coordinator. The Grant Narrative Report and the Grant Invoice shall be due no later than the expiration day of this Grant Agreement.

2.6. On or before the end date of this Agreement, the Grantee shall provide the State with one electronic copy of all final products produced under this Grant Agreement, including reports, publications, software and videos. If required by the nature of the project, data collected during the project shall be reported in a format acceptable to the State.

2.7. In the event the Grantee is unable to satisfactorily complete all the duties specified in this grant agreement, the Grantee will forfeit payment. A Grantee who has not satisfactorily fulfilled the grant obligations, including but not limited to paying the contractor in full for all work performed by the contractor, will be denied participation in the next grant cycle.

3. Time

Grantee must comply with all the time requirements described in this grant agreement. In the performance of this grant agreement, time is of the essence, and failure to meet a deadline may be a basis for a determination by MDH's Authorized Representative that Grantee has not complied with the terms of the grant.

Grantee is required to perform all of the duties recited above within the grant period. MDH is not obligated to extend the grant period.

4. Consideration and Payment

4.1. Consideration

MDH will pay for all services performed by Grantee under this grant agreement as follows:

4.1.1. Compensation.

Grantee will be paid according to the following breakdown of costs:

Activity Summary	Grant Amount
Evaluate well #1 casing.	$9,600.00
Total	$9,600.00

The following cost are not eligible and will be deducted from the final invoice, before reimbursement.

- Permitting fees payable to MDH (i.e. well construction fee; well sealing fee)
- Pressure tank and associated plumbing
- Water lines may be reimbursed only from the well to the pressure tank or to the building, whichever comes first

4.1.2. Total Obligation

The total obligation of MDH for all compensation and reimbursements to Grantee under this agreement will not exceed $9,600.00.

4.1.3. Travel Expenses

Grantee will be reimbursed for travel and subsistence expenses in the same manner and in no greater amount than provided in the current "Commissioner's Plan" promulgated by the Commissioner of Minnesota Management and Budget ("MMB"). Grantee will not be reimbursed for travel and subsistence expenses incurred outside Minnesota unless it has received MDH's prior written approval for out of state travel. Minnesota will be considered the home state for determining whether travel is out of state.

4.1.4. Budget Modifications

Modifications greater than 10 percent of any budget line item in the most recently approved budget (listed in 4.1.1 and 4.1.3 or incorporated in Exhibit B) requires prior written approval from MDH and must be indicated on submitted reports. Failure to obtain prior written approval for modifications greater than 10 percent of any budget line item may result in denial of modification request, loss of funds, or both. Modifications equal to or less than 10 percent of any budget line item are permitted without prior approval from MDH provided that such modification is indicated on submitted reports and that the total obligation of MDH for all compensation and reimbursements to Grantee shall not exceed the total obligation listed in 4.1.2

4.2. Terms of Payment

4.2.1. Invoices

MDH will promptly pay Grantee after Grantee presents an itemized invoice for the services actually performed and MDH's Authorized Representative accepts the invoiced services. Invoices must be submitted in a timely fashion and according to the following schedule: Upon completion of the services.

Grantee shall email invoice to: health.swpgrants@state.mn.us

Or mail to:

Eddie Wojski
SWP Grant Coordinator
Minnesota Department of Health
PO Box 64975
St. Paul, MN 55164-0975

4.3. *Contracting and Bidding Requirements*

4.3.1. *Municipalities*

A grantee that is a municipality – defined as a county, town, city, school district or other municipal corporation or political subdivision of MDH authorized by law to enter into contracts - is subject to the contracting requirements set forth under Minn. Stat. § 471.345. Projects that involve construction work are subject to the applicable prevailing wage laws, including those under Minn. Stat. § 177.41, et. seq.

4.3.2. *Non-municipalities*

Grantees that are not municipalities must adhere to the following standards in the event that duties assigned to Grantee are to be subcontracted out to a third party:

i. Any services or materials that are expected to cost $100,000 or more must undergo a formal notice and bidding process consistent with the standards set forth under Minn. Stat. ch. 16B.

ii. Services or materials that are expected to cost between $25,000 and $99,999 must be competitively awarded based on a minimum of three verbal quotes or bids.

iii. Services or materials that are expected to cost between $10,000 and $24,999 must be competitively awarded based on a minimum of two verbal quotes or bids or awarded to a targeted vendor.

iv. Grantee must take all necessary affirmative steps to assure that targeted vendors from businesses with active certifications through the following entities are used when possible:

1) Minnesota Department of Administration's Certified Targeted Group, Economically Disadvantaged and Veteran-Owned Vendor List (http://www.mmd.admin.state.mn.us/process/search/);

2) Metropolitan Council's Targeted Vendor list: Minnesota Unified Certification Program (https://mnucp.metc.state.mn.us/); or

3) Small Business Certification Program through Hennepin County, Ramsey County, and City of St. Paul: Central Certification Program (https://www.stpaul.gov/departments/human-rights-equal-economic-opportunity/contract-compliance-business-development/central.

v. Grantee must maintain written standards of conduct covering conflicts of interest and governing the actions of its employees engaged in the selection, awarding and administration of contracts.

vi. Grantee must maintain support documentation of the purchasing or bidding process utilized to contract services in their financial records, including support documentation justifying a single/sole source bid, if applicable.

vii. Notwithstanding parts (i) through (iv) above, MDH may waive the formal bidding process requirements when:

- Vendors included in response to a competitive grant request for proposal process were approved and incorporated as an approved work plan for the grant or
- There is only one legitimate or practical source for such materials or services and Grantee has established that the vendor is charging a fair and reasonable price.

viii. Projects that involve construction work of $25,000 or more, are subject to applicable prevailing wage laws, including those under Minn. Stat. §§ 177.41 through 177.44.

ix. Grantee must not contract with vendors who are suspended or debarred in Minnesota. The list of debarred vendors is available at: http://www.mmd.admin.state.mn.us/debarredreport.asp.

5. Conditions of Payment

All services provided by Grantee pursuant to this agreement must be performed to the satisfaction of MDH, as determined in the sole discretion of its Authorized Representative. Further, all services provided by Grantee must be in accord with all applicable federal, state, and local laws, ordinances, rules and regulations. Requirements of receiving grant funds may include, but are not limited to: financial reconciliations of payments to Grantees, site visits of

Grantee, programmatic monitoring of work performed by Grantee and program evaluation. Grantee will not be paid for work that MDH deems unsatisfactory, or performed in violation of federal, state or local law, ordinance, rule or regulation.

6. Authorized Representatives

6.1. State's Authorized Representative

MDH's Authorized Representative for purposes of administering this agreement is [Eddie Wojski, SWP Grant Specialist, 625 Robert Street N., PO Box 64975, St. Paul, MN 55164-0975, 651-201-4576, eddie.wojski@state.mn.us, or their successor, and has the responsibility to monitor Grantee's performance and the final authority to accept the services provided under this agreement. If the services are satisfactory, MDH's Authorized Representative will certify acceptance on each invoice submitted for payment.

6.2. Grantee's Authorized Representative

Grantee's Authorized Representative is [Bruce Westby, City Engineer, 7550 Sunwood Drive NW, Ramsey, Minnesota 55303, 763-433-9825, and Bwestby@cityoframsey.com], or their successor. Grantee's Authorized Representative has full authority to represent Grantee in fulfillment of the terms, conditions, and requirements of this agreement. If Grantee selects a new Authorized Representative at any time during this agreement, Grantee must immediately notify MDH in writing, via e-mail or letter.

7. Assignment, Amendments, Waiver, and Grant Agreement Complete

7.1. Assignment

Grantee shall neither assign nor transfer any rights or obligations under this agreement without the prior written consent of MDH.

7.2. Amendments

If there are any amendments to this agreement, they must be in writing. Amendments will not be effective until they have been executed and approved by MDH and Grantee.

7.3. Waiver

If MDH fails to enforce any provision of this agreement, that failure does not waive the provision or MDH's right to enforce it.

7.4. Grant Agreement Complete

This agreement contains all the negotiations and agreements between MDH and Grantee. No other understanding regarding this agreement, whether written or oral, may be used to bind either party.

8. Liability

Grantee must indemnify and hold harmless MDH, its agents, and employees from all claims or causes of action, including attorneys' fees incurred by MDH, arising from the performance of this agreement by Grantee or Grantee's agents or employees. This clause will not be construed to bar any legal remedies Grantee may have for MDH's failure to fulfill its obligations under this

agreement. Nothing in this clause may be construed as a waiver by Grantee of any immunities or limitations of liability to which Grantee may be entitled pursuant to Minn. Stat. ch. 466, or any other statute or law.

9. State Audits

The relevant books, records, documents, and accounting procedures and practices of Grantee and any other party are subject to examination under Minn. Stat. § 16B.98, subd. 8, by MDH and the Minnesota State Auditor or the Minnesota Legislative Auditor, as appropriate, for a minimum of six years from the end of this grant agreement, receipt and approval of all final reports, or the required period of time to satisfy all state and program retention requirements, whichever is later.

10. Government Data Practices and Data Disclosure

10.1. Government Data Practices

Grantee and MDH must comply with the Minnesota Government Data Practices Act, Minn. Stat. ch. 13, as it applies to all data provided by MDH under this agreement, and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by Grantee under this agreement Pursuant to Minn. Stat. § 13.05, subd. 11(a). The civil remedies of Minn. Stat. § 13.08 apply to the release of the data referred to in this clause by either Grantee or MDH.

If Grantee receives a request to release the data referred to in this clause, Grantee must immediately notify MDH. MDH will give Grantee instructions concerning the release of the data to the requesting party before any data is released. Grantee's response to the request must comply with the applicable law.

10.2. Data Disclosure

Grantee consents to disclosure of its social security number, federal employee tax identification number, or Minnesota tax identification number--which may have already been provided to MDH--to federal and state tax agencies and state personnel involved in the payment of state obligations pursuant to Minn. Stat. § 270C.65, subd. 3, and all other applicable laws. These identification numbers may be used in the enforcement of federal and state tax laws which could result in action requiring Grantee to file state tax returns and pay delinquent state tax liabilities, if any.

11. Ownership of Equipment

MDH shall have the right to require transfer of all equipment purchased with grant funds (including title) to MDH or to an eligible non-State party named by MDH. This right will normally be exercised by MDH only if the project or program for which the equipment was acquired is transferred from one grantee to another.

12. Ownership of Materials and Intellectual Property Rights

12.1. Ownership of Materials

MDH shall own all rights, title and interest in all of the materials conceived or created by Grantee, or its employees or subgrantees, either individually or jointly with others and which arise out of the performance of this grant agreement, including any inventions,

reports, studies, designs, drawings, specifications, notes, documents, software and documentation, computer based training modules, electronically, magnetically or digitally recorded material, and other work in whatever form ("materials").

Grantee hereby assigns to MDH all rights, title and interest to the materials. Grantee shall, upon request of MDH, execute all papers and perform all other acts necessary to assist MDH to obtain and register copyrights, patents or other forms of protection provided by law for the materials. The materials created under this grant agreement by Grantee, its employees or subgrantees, individually or jointly with others, shall be considered "works made for hire" as defined by the United States Copyright Act. All of the materials, whether in paper, electronic, or other form, shall be remitted to MDH by Grantee. Its employees and any subgrantees shall not copy, reproduce, allow or cause to have the materials copied, reproduced or used for any purpose other than performance of Grantee's obligations under this grant agreement without the prior written consent of MDH's Authorized Representative.

12.2. Intellectual Property Rights

Grantee represents and warrants that materials produced or used under this grant agreement do not and will not infringe upon any intellectual property rights of another including but not limited to patents, copyrights, trade secrets, trade names, and service marks and names. Grantee shall indemnify and defend MDH, at Grantee's expense, from any action or claim brought against MDH to the extent that it is based on a claim that all or parts of the materials infringe upon the intellectual property rights of another. Grantee shall be responsible for payment of any and all such claims, demands, obligations, liabilities, costs, and damages including, but not limited to, reasonable attorney fees arising out of this grant agreement, amendments and supplements thereto, which are attributable to such claims or actions. If such a claim or action arises or in Grantee's or MDH's opinion is likely to arise, Grantee shall at MDH's discretion either procure for MDH the right or license to continue using the materials at issue or replace or modify the allegedly infringing materials. This remedy shall be in addition to and shall not be exclusive of other remedies provided by law.

13. Workers' Compensation

Grantee certifies that it is in compliance with Minn. Stat. § 176.181, subd. 2, which pertains to workers' compensation insurance coverage. Grantee's employees and agents, and any contractor hired by Grantee to perform the work required by this Grant Agreement and its employees, will not be considered State employees. Any claims that may arise under the Minnesota Workers' Compensation Act on behalf of these employees, and any claims made by any third party as a consequence of any act or omission on the part of these employees, are in no way MDH's obligation or responsibility.

14. Publicity and Endorsement

14.1. Publicity

Any publicity given to the program, publications, or services provided resulting from this grant agreement, including, but not limited to, notices, informational pamphlets, press releases, research, reports, signs, and similar public notices prepared by or for Grantee

or its employees individually or jointly with others, or any subgrantees shall identify MDH as the sponsoring agency and shall not be released without prior written approval by MDH's Authorized Representative, unless such release is a specific part of an approved work plan included in this grant agreement.

14.2. Endorsement

Grantee must not claim that MDH endorses its products or services.

15. Termination

15.1. Termination by MDH or Grantee

MDH or Grantee may cancel this grant agreement at any time, with or without cause, upon thirty (30) days written notice to the other party.

15.2. Termination for Cause

If Grantee fails to comply with the provisions of this grant agreement, MDH may terminate this grant agreement without prejudice to the right of MDH to recover any money previously paid. The termination shall be effective five business days after MDH mails, by certified mail, return receipt requested, written notice of termination to Grantee at its last known address.

15.3. Termination for Insufficient Funding

MDH may immediately terminate this agreement if it does not obtain funding from the Minnesota legislature or other funding source; or if funding cannot be continued at a level sufficient to allow for the payment of the work scope covered in this agreement. Termination must be by written or facsimile notice to Grantee. MDH is not obligated to pay for any work performed after notice and effective date of the termination. However, Grantee will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed to the extent that funds are available. MDH will not be assessed any penalty if this agreement is terminated because of the decision of the Minnesota legislature, or other funding source, not to appropriate funds. MDH must provide Grantee notice of the lack of funding within a reasonable time of MDH receiving notice of the same.

16. Governing Law, Jurisdiction, and Venue

This grant agreement, and amendments and supplements to it, shall be governed by the laws of the State of Minnesota. Venue for all legal proceedings arising out of this grant agreement, or for breach thereof, shall be in the state or federal court with competent jurisdiction in Ramsey County, Minnesota.

[Signatures on following page]

APPROVED:

1. State Encumbrance Verification

Individual certifies that funds have been encumbered as required by Minn. Stat. §§ 16A.15 and 16C.05.

By: Sarah Martin Digitally signed by Sarah Martin Date: 2020.12.09 07:42:49 -06'00'

Print name: Sarah Martin

Date: 12/09/2020

SWIFT Contract/PO No(s). 186689/3000081148

2. Grantee

Grantee certifies that the appropriate persons(s) have executed the grant agreement on behalf of Grantee as required by applicable articles, bylaws, resolutions, or ordinances.

By:_____

Print name: _____

Title:_____

Date:_____

By:_____

Print name: _____

Title:_____

Date:_____

3. Minnesota Department of Health

Grant Agreement approval and certification that State funds have been encumbered as required by Minn. Stat. §§16A.15 and 16C.05.

By:_____ (with delegated authority)

Print name: _____

Title:_____

Date:_____

Distribution:
Agency – Original (fully executed) Grant Agreement
Grantee
State Authorized Representative

CC Special Session

Meeting Date: 12/15/2020

By: Colleen Lasher, Administrative Services

Title

Adopt Resolution #20-318 to Accept the City Administrator's Annual Performance Evaluation

Purpose/Background:

The purpose of this case is to accept the City Administrator's annual performance evaluation.

As part of the annual 360 degree performance evaluation for the City Administrator, direct reports, members of the City Council and City Administrator Kurt Ulrich completed their portion of the performance evaluation. Subsequently, the results were compiled and the Mayor and City Administrator met to discuss the results of the evaluation.

At the December 8, 2020, City Council work-session, the Council met in a closed session to conduct the annual performance evaluation of City Administrator Ulrich, as required by his employment agreement. The session was closed pursuant to Minnesota Statutes § 13D.05, subdivision 3(a) which states, in part "A public body may close a meeting to evaluate the performance of an individual who is subject to its authority. At its next open meeting, the public body shall summarize its conclusions regarding the evaluation." At the December 8, 2020 closed meeting, the City Council concluded, by consensus, that Mr. Ulrich's performance meets expectations and that his annual performance evaluation would be accepted and formally adopted at the December 15, 2020 Special City Council meeting.

Notification:

Attached

1. Resolution
2. State statute

Observations/Alternatives:

Staff does not recommend any alternatives.

Funding Source:

Not applicable.

Recommendation:

To accept Mr. Kurt Ulrich's annual performance evaluation.

Action:

Motion to adopt resolution #20-318 accepting Mr. Kurt Ulrich's annual performance evaluation.

Attachments

Resolution 20-318

Statute

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	12/10/2020 02:16 PM
Form Started By: Colleen Lasher		Started On: 12/09/2020 03:45 PM
Final Approval Date: 12/11/2020		

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION # 20-318

RESOLUTION TO ACCEPT THE CITY ADMINISTRATOR'S ANNUAL PERFORMANCE EVALUATION

WHEREAS, the City Administrator's annual 360 degree Performance Evaluation was completed; and

WHEREAS, the results were compiled and the Mayor and City Administrator met to discuss the results of the evaluation; and

WHEREAS, the City Council and the City Administrator discussed the City Administrator's performance in closed session on December 8, 2020; and

WHEREAS, the City Council concluded, by consensus, that Mr. Ulrich's performance meets expectations; and

WHEREAS, it was the consensus of the City Council to accept Mr. Ulrich's performance evaluation.

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 #20-318 accepting Mr. Kurt Ulrich's annual performance evaluation.

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

and the following voted against the same:

None

and the following abstained:

None

and the following were absent:

Existing Vacancy

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 15th day of December, 2020.

Mayor

ATTEST:

City Clerk

13D.05 MEETINGS HAVING DATA CLASSIFIED AS NOT PUBLIC.

Subdivision 1. **General principles.** (a) Except as provided in this chapter, meetings may not be closed to discuss data that are not public data.

(b) Data that are not public data may be discussed at a meeting subject to this chapter without liability or penalty, if the disclosure relates to a matter within the scope of the public body's authority and is reasonably necessary to conduct the business or agenda item before the public body.

(c) Data discussed at an open meeting retain the data's original classification; however, a record of the meeting, regardless of form, shall be public.

(d) All closed meetings, except those closed as permitted by the attorney-client privilege, must be electronically recorded at the expense of the public body. Unless otherwise provided by law, the recordings must be preserved for at least three years after the date of the meeting.

Subd. 2. **When meeting must be closed.** (a) Any portion of a meeting must be closed if expressly required by other law or if the following types of data are discussed:

(1) data that would identify alleged victims or reporters of criminal sexual conduct, domestic abuse, or maltreatment of minors or vulnerable adults;

(2) active investigative data as defined in section 13.82, subdivision 7, or internal affairs data relating to allegations of law enforcement personnel misconduct collected or created by a state agency, statewide system, or political subdivision;

(3) educational data, health data, medical data, welfare data, or mental health data that are not public data under section 13.32, 13.3805, subdivision 1, 13.384, or 13.46, subdivision 2 or 7; or

(4) an individual's medical records governed by sections 144.291 to 144.298.

(b) A public body shall close one or more meetings for preliminary consideration of allegations or charges against an individual subject to its authority. If the members conclude that discipline of any nature may be warranted as a result of those specific charges or allegations, further meetings or hearings relating to those specific charges or allegations held after that conclusion is reached must be open. A meeting must also be open at the request of the individual who is the subject of the meeting.

Subd. 3. **What meetings may be closed.** (a) A public body may close a meeting to evaluate the performance of an individual who is subject to its authority. The public body shall identify the individual to be evaluated prior to closing a meeting. At its next open meeting, the public body shall summarize its conclusions regarding the evaluation. A meeting must be open at the request of the individual who is the subject of the meeting.

(b) Meetings may be closed if the closure is expressly authorized by statute or permitted by the attorney-client privilege.

(c) A public body may close a meeting:

(1) to determine the asking price for real or personal property to be sold by the government entity;

(2) to review confidential or protected nonpublic appraisal data under section 13.44, subdivision 3; and

(3) to develop or consider offers or counteroffers for the purchase or sale of real or personal property.

Copyright © 2017 by the Revisor of Statutes, State of Minnesota. All Rights Reserved.

Before holding a closed meeting under this paragraph, the public body must identify on the record the particular real or personal property that is the subject of the closed meeting. The proceedings of a meeting closed under this paragraph must be tape recorded at the expense of the public body. The recording must be preserved for eight years after the date of the meeting and made available to the public after all real or personal property discussed at the meeting has been purchased or sold or the governing body has abandoned the purchase or sale. The real or personal property that is the subject of the closed meeting must be specifically identified on the tape. A list of members and all other persons present at the closed meeting must be made available to the public after the closed meeting. If an action is brought claiming that public business other than discussions allowed under this paragraph was transacted at a closed meeting held under this paragraph during the time when the tape is not available to the public, section 13D.03, subdivision 3, applies.

An agreement reached that is based on an offer considered at a closed meeting is contingent on approval of the public body at an open meeting. The actual purchase or sale must be approved at an open meeting after the notice period required by statute or the governing body's internal procedures, and the purchase price or sale price is public data.

(d) Meetings may be closed to receive security briefings and reports, to discuss issues related to security systems, to discuss emergency response procedures and to discuss security deficiencies in or recommendations regarding public services, infrastructure and facilities, if disclosure of the information discussed would pose a danger to public safety or compromise security procedures or responses. Financial issues related to security matters must be discussed and all related financial decisions must be made at an open meeting. Before closing a meeting under this paragraph, the public body, in describing the subject to be discussed, must refer to the facilities, systems, procedures, services, or infrastructures to be considered during the closed meeting. A closed meeting must be tape recorded at the expense of the governing body, and the recording must be preserved for at least four years.

History: *1957 c 773 s 1; 1967 c 462 s 1; 1973 c 123 art 5 s 7; 1973 c 654 s 15; 1973 c 680 s 1,3; 1975 c 271 s 6; 1981 c 174 s 1; 1983 c 137 s 1; 1983 c 274 s 18; 1984 c 462 s 27; 1987 c 313 s 1; 1990 c 550 s 2,3; 1991 c 292 art 8 s 12; 1991 c 319 s 22; 1994 c 618 art 1 s 39; 1997 c 154 s 2; 1999 c 227 s 22; 2002 c 379 art 1 s 5; 2004 c 276 s 1; 2004 c 290 s 18; 2007 c 110 s 2; 2007 c 147 art 10 s 15; 2008 c 335 s 1; 2010 c 365 art 1 s 8*

Copyright © 2017 by the Revisor of Statutes, State of Minnesota. All Rights Reserved.

CC Special Session
Meeting Date: 12/15/2020
By: Tim Gladhill, Community Development

Title:
Adopt Resolution #20-319 Approving Final Version of 2040 Comprehensive Plan Update

Purpose/Background:
This case is a repeat of a case presented at the November 24, 2020 City Council Meeting and approved by the City Council. As noted at that meeting, final approval of the Plan needed to come after Metropolitan Council approval due to Metropolitan Council policies and Minnesota Statute Chapter 473. This is administrative action of an approval already provided. The Metropolitan Council approved the Plan on December 9, 2020 and the City is now able to approve the Plan and place into effect. Text from the November 24, 2020 case is below.

This is the third version approved by the City Council. The City Council originally approved the plan on June 11, 2019. However, that draft was deemed incomplete by the Metropolitan Council. Staff invested significant effort to address these comments, and ultimately the City Council approved a revised draft on January 24, 2020. Minutes from that case are attached.

Staff had clearly hoped to have this task completed at least 12 months ago. However, Staff resources to dedicate to this effort were completely consumed by development review and code enforcement in 2019. The Covid-19 pandemic put the City further behind as we again had record levels of development review and code enforcement amplified by the impacts of the pandemic.

Notification:
A Public Hearing has already been held on this case. Additional notification is not required.

Observations/Alternatives:
The following is a comparison to the draft approved by the City Council on January 14, 2020. Policy direction is still largely consistent from the previous draft, with modifications focusing on Metropolitan Council requirements and data inconsistencies. *A reminder that these changes have already been accepted by the City Council, now taking final administrative approval.*

Request	Response	Final Decision
Provide Map of Septic System in GIS Format	Database has an error that will require significant Staff time to correct	Original Map in PDF Format is acceptable
Correct Inconsistencies in Forecast Tables across various Chapters	Verified that some tables had slightly different numbers. Corrected	Corrected
Correct Inconsistency in MUSA Boundary (water and sewer area) between Land Use Map and Wastewater Map	Corrected	Corrected

Amend Forecast Tables and Maps for Mixed Use/Transit Oriented Development Area (The COR)	Metropolitan Council already approved a Master Plan for The COR	City methodology accepted
Amend Staged MUSA Map (water and sewer area) to account for Preserve at Ramsey	Since 2008, Ramsey has not had a phased MUSA	City methodology accepted
Create a Capital Improvement Program in the Implementation Chapter of the Plan	City already has a CIP document - no desire to create a separate document specific to the Comprehensive Plan	City methodology accepted

Preserve at Northfork Impacts

When Preserve at Northfork was approved, it was contingent upon final adoption of this Plan. Under the previous 2030 Comprehensive Plan, this site was not in the urban service area. When the property sold circa 2018, the request of the new Owner (Paxmar) was to include this parcel in the urban service area. That approval was granted by the City Council, the project was ultimately sold and the City Council ultimately granted approval of the project. The project is currently under construction, but the final connection to sanitary sewer is on pause pending this resolution. The Metropolitan Council cannot grant the necessary Sanitary Sewer Connection Permit until the plan is adopted.

Staff had anticipated a much quicker resolution. Staff began working with the Metropolitan Council in late August/early September to identify a reasonable solution to avoid impacting a small 30 acre project as part of a Citywide planning effort. Staff was able to work with the Metropolitan Council to allow the project to move forward, but pause on final connection to the existing Sanitary Sewer Line located at the Riverstone Neighborhood. The Metropolitan Council did work to expedite the process a bit (compared to their regular schedule), but still took three months of work from the time of our original request pertaining to Preserve at Northfork to resolve. Below is a quick summary of alternatives suggested by City Staff and the ultimate resolution. Staff understands that the Metropolitan Council cannot vary from Statutes, as those are approved by the Minnesota Legislature. However, Staff was hopeful that some flexibilities in internal policies that are not directly tied to a statute might be explored, especially in light of the Covid-19 pandemic.

Suggestion	**Response**
Allow the Sanitary Sewer Pipe to be connected, but plug the pipe until the Comprehensive Plan is finalized and Sanitary Sewer Extension Permit is granted	Not permitted by Minnesota Statute Chapter 473
Amend or grant exemption to policy prohibiting amendments to current 2030 Plans while waiting for 2040 Plan to be adopted	Metropolitan Council is not interested in amending or granting exemptions to this policy
Allow the City of Ramsey to adopt our Plan, contingent upon final approval by the Metropolitan Council (past City practice no longer permitted by the Metropolitan Council)	Not permitted by Minnesota Statute Chapter 473

Expedite Schedule for a October to November Review Timeframe	Metropolitan Council schedules and workload allow for an expedited schedule of November to December

Summary:

At the end of the day, Staff is comfortable with 90% of the Comprehensive Plan Update process. Through the final review and implementation process, Staff believes there is room for improvement on the final 10% of the process. The Metropolitan Council has sent out a survey to local Planners and Administrators/Managers to review how the process went. There will ultimately be a working group to debrief on the process and discuss ways to improve the process for the next round. Staff has already responded to this survey with our concerns on the processes as outlined above and will be a key participant in the process improvement moving forward. Staff recommends that we not hold up this current update based on these concerns, but engage in the process moving forward.

The plan was originally due on December 31, 2018 then extended to December 31, 2019. The City can always circle back and amend the plan as needed.

Funding Source:

This case is being handled as part of normal Staff duties. The Metropolitan Council granted the City a $32,000 planning grant to assist with the efforts.

Recommendation:

Consistent with previous Planning Commission recommendations, Staff recommends approval of this draft of the 2040 Comprehensive Plan Update. Amendments from the previous draft are administrative and technical in nature and do not have policy implications at this time.

Note - the November 16, 2020 Metropolitan Council Review Letter includes a number of "advisory" (optional) requests. Generally speaking, Staff has not included these additional optional elements and has focused on the minimum requirements of approval at this time.

Action:

Motion to adopt Resolution #20-319 approving final version of the 2040 Comprehensive Plan Update.

Attachments

Comprehensive Plan
Appendix A
Appendix B
City Council Minutes dated July 23, 2019
City Council Minutes dated January 14, 2020
DRAFT City Council Minutes dated November 24, 2020
Previous Incomplete Letter
Metropolitan Council Review Letter dated November 16, 2020
Metropolitan Council Presentation
Resolution #20-319

Form Review

Inbox	Reviewed By	Date

Kurt Ulrich	Kurt Ulrich	12/10/2020 03:28 PM
Form Started By: Tim Gladhill		Started On: 12/10/2020 08:43 AM
Final Approval Date: 12/11/2020		

City of RAMSEY











2040 Comprehensive Plan Update

Table of Contents

Chapter 1: Community Profile

Chapter 2: Land Use

Chapter 3: Transportation

Chapter 4: Housing

Chapter 5: Natural Resources

Chapter 6: Mississippi River Corridor Critical Area (MRCCA) Plan

Chapter 7: Park and Recreation

Chapter 8: Economic Development

Chapter 9: Water Resources

Chapter 10: Implementation

Appendix A: Local Water Supply Plan (LWSP)

Appendix B: Referenced Studies

Our Values

- Ethics and Integrity
- Fiscal Responsibility
- Cooperation and Teamwork
- Open and Honest Communications
- Excellence and Quality in the Delivery of Service
- Treating People with Respect and Fairness
- Adaptability and Continuous Learning

Our Mission

To work together to responsibly grow our community and to provide quality, cost-effective, and efficient government services.

Our Vision

Ramsey will be a secure, citizen-driven, collaborative community that respects the balance and connectivity between its unique urban, rural, and natural environment for current and future generations.

Objectives

1. Financial Stability
2. A Balance of Rural Character and Urban Growth Balance
3. An Active and Connected Community
4. Smart, Citizen Focused Government
5. An Effective Organization

Core Values for Land Use

These core values carry equal importance. They are not shown in a prioritized list.

- Encourage new pedestrian friendly neighborhoods and balanced transportation.
- Maintain landowner rights.
- Employ careful foresight that involves all citizens in decisions that affect their lives, property, and neighborhoods through collaborative public engagement.
- Nurture neighborhood and community interactions with flexibility to meet future needs without compromising the needs and interests of current residents.
- Develop and maintain a well-connected park and public space system for all ages.
- Attract and retain businesses that support the whole community.

Components of the Comprehensive Plan

The Land Use Plan serves as the foundation in a series of plans that guides the future of Ramsey. Policy decisions on how the community will change over the next twenty (20) years will have

impacts on a variety of systems. This chapter sets the stage and tone for subsequent chapters. The Comprehensive Plan is a compilation of several chapters that are well integrated to form a vision for the community for the next twenty (20) years.

- Land Use
- Transportation
- Wastewater
- Surface Water
- Water Supply
- Parks and Trails
- Housing
- Resilience (Natural Resources)
- Economic Competitiveness
- Implementation (tying it all together in a plan of action)

Key Achievements of the Previous Plan

- Improved Public Engagement in Key Policy Decisions
- Secured the Ramsey Station on the Northstar Commuter Rail.
- Completed the Armstrong Interchange.
- Progressed on Completing The COR according to its Vision.

Chapter 01: Community Profile

Prepared with assistance from WSB

Community Profile

The Community

Located in the northwest Twin Cities Metro, the City of Ramsey boasts incredible outdoor recreation opportunities, a growing downtown in Ramsey COR, an impressive manufacturing sector, and a strong local government.

The City of Ramsey has experienced steady growth and development over the past 20 years. This trend is expected to continue as the City has over 1,000 acres of developable land in the COR located near U.S. Highway 10.

Our Neighborhoods

Ramsey's neighborhoods make up the fabric of our community and define the balance of Rural Character and Urban Development. Each neighborhood is uniquely connected to a variety of services.

Ramsey is a great place to live!

Ramsey boasts a robust recreation system, high-quality affordable housing, great jobs, and living wages.

Ramsey is a great place to locate a business!

Ramsey strives to provide high-quality, cost-effective government services while balancing a low tax rate.

Forecasted Growth

Table 1: Forecasted Growth

	2016	2020	2030	2040
Households	8,973	9,600	11,500	13,500
Population	26,251	27,550	33,350	39,150
Employment	6,334	6,900	7,800	8,400

Ramsey acknowledges that these forecasts deviate from the approved 2040 forecasts for Ramsey. After careful consultation and analysis of recent growth trends, Ramsey requests these modifications to our 2040 Forecasts. For assistance in reviewing requested changes, the series of tables below are offered.

Table 2: Requested Household Forecast Amendment

	2020	2030	2040
Published Forecast	9,400	11,300	13,000
Requested Amendment	9,600	11,500	13,500
Difference	+200	+200	+500

Table 3: Requested Population Forecast Amendment

	2020	2030	2040
Published Forecast	26,400	30,700	34,700
Requested Amendment	27,550	33,350	39,150
Difference	+1,150	+2,650	+4,450

Table 4: Requested Employment Forecast Amendment

	2020	2030	2040
Published Forecast	6,200	7,000	7,600
Requested Amendment	6,900	7,800	8,400
Difference	+700	+800	+800

The People

Population

As of the 2010 US Census, the population of Ramsey was 18,510, and the most recent estimates from the 2015 American Community Survey (ACS) put the population at 25,362. The population has steadily increased since 1990. Although the number of households in the city has increased, the number of persons per household has decreased from 3.43 in 1990 to 2.95 in 2010. According to forecasts by the Metropolitan Council, the 2040 population is projected to nearly 40,000.

Table 5: Historical and Future Population

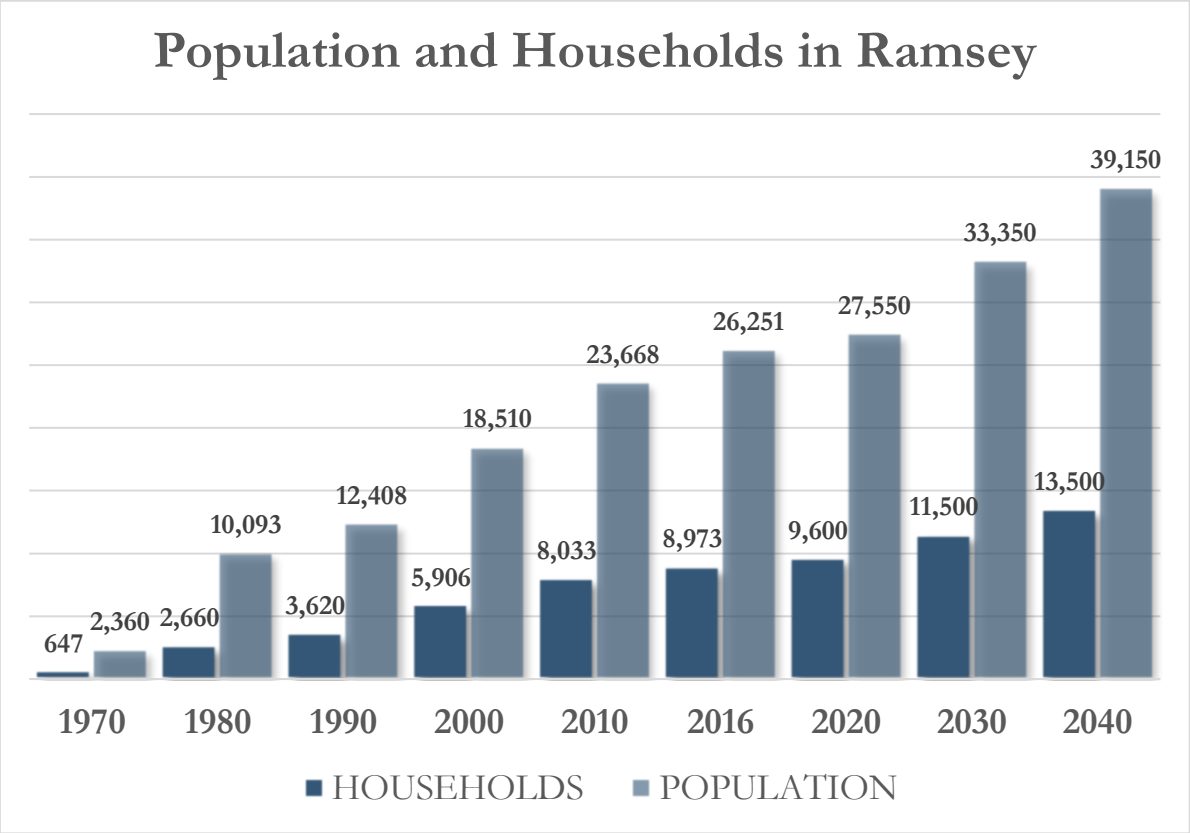
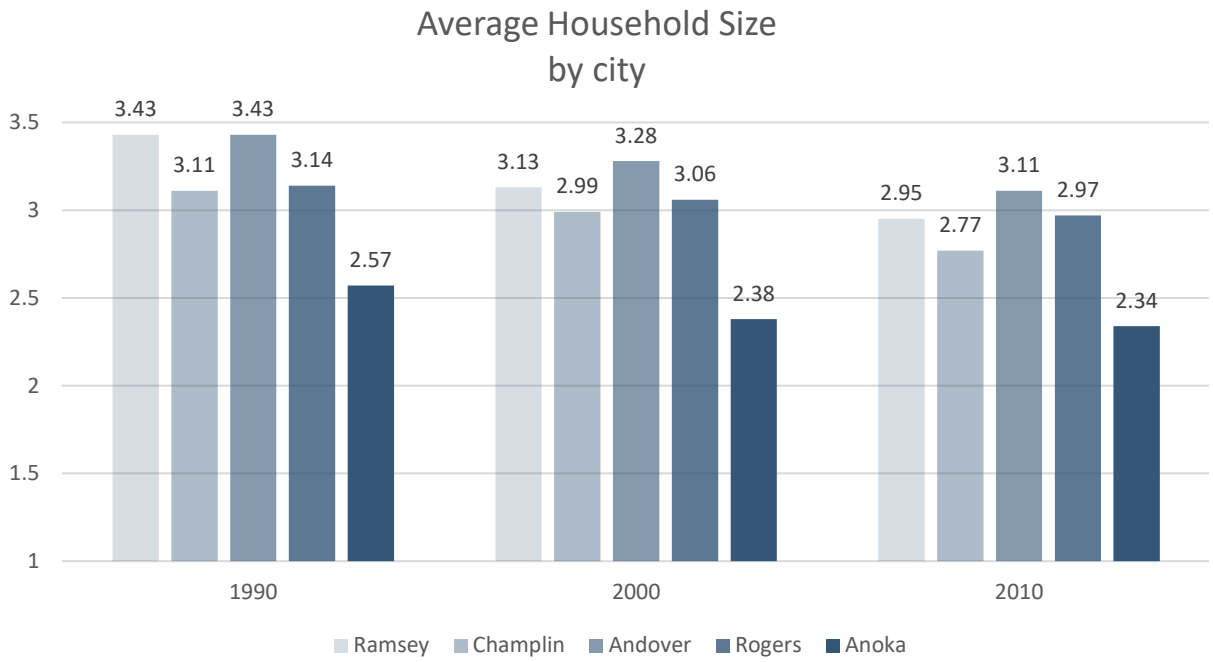


Table 6: Average Household Size



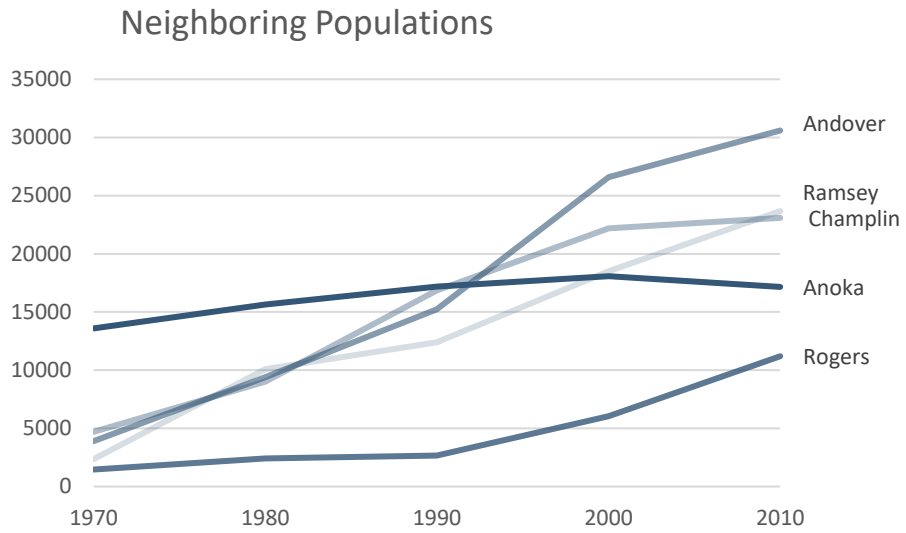
With the number of residents per household likely to continue to decline as the overall population of Ramsey ages, residential housing types will need to be accommodated through development of a variety of housing types including apartments and townhomes.

Ramsey's population experienced steady growth between 1990 and 2010, slowed from 2010 to 2015, and is projected by the Metropolitan Council to steadily increase yet again from 2020 to 2040.

Continued on Next Page

As shown in Table 7, Ramsey has been outpaced by only Andover in population growth since 1990 and has risen to the second most populated City in the area.

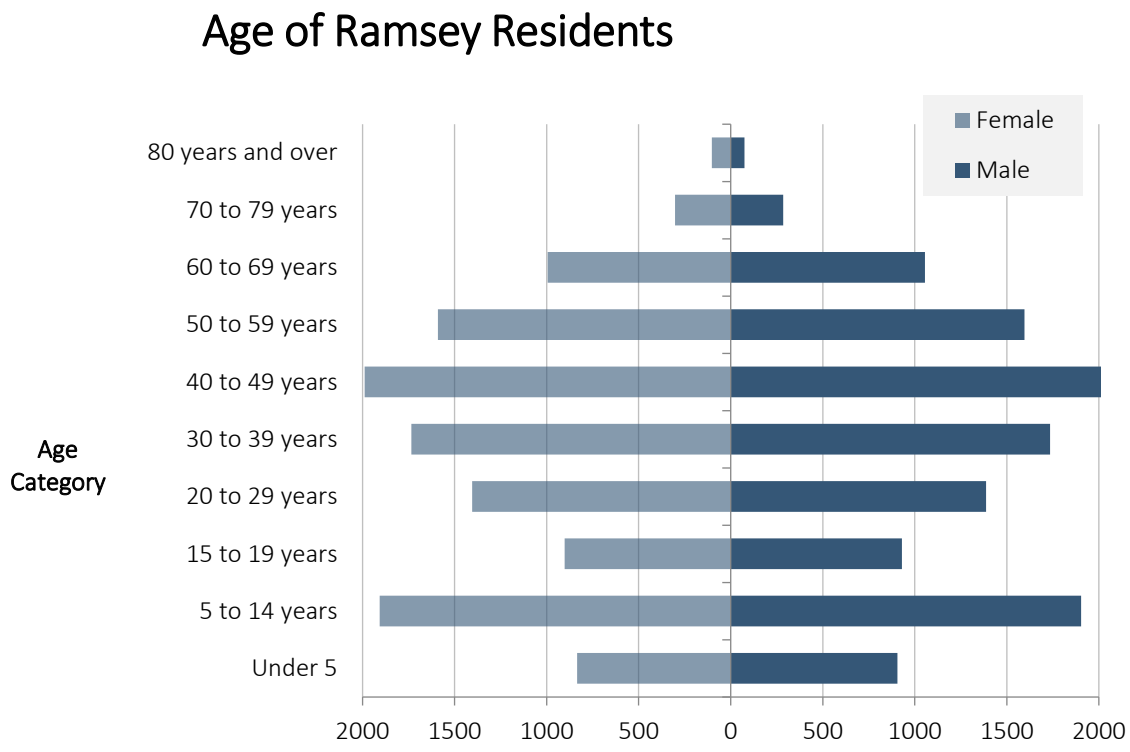
Table 7: Population Comparison



Age demographics

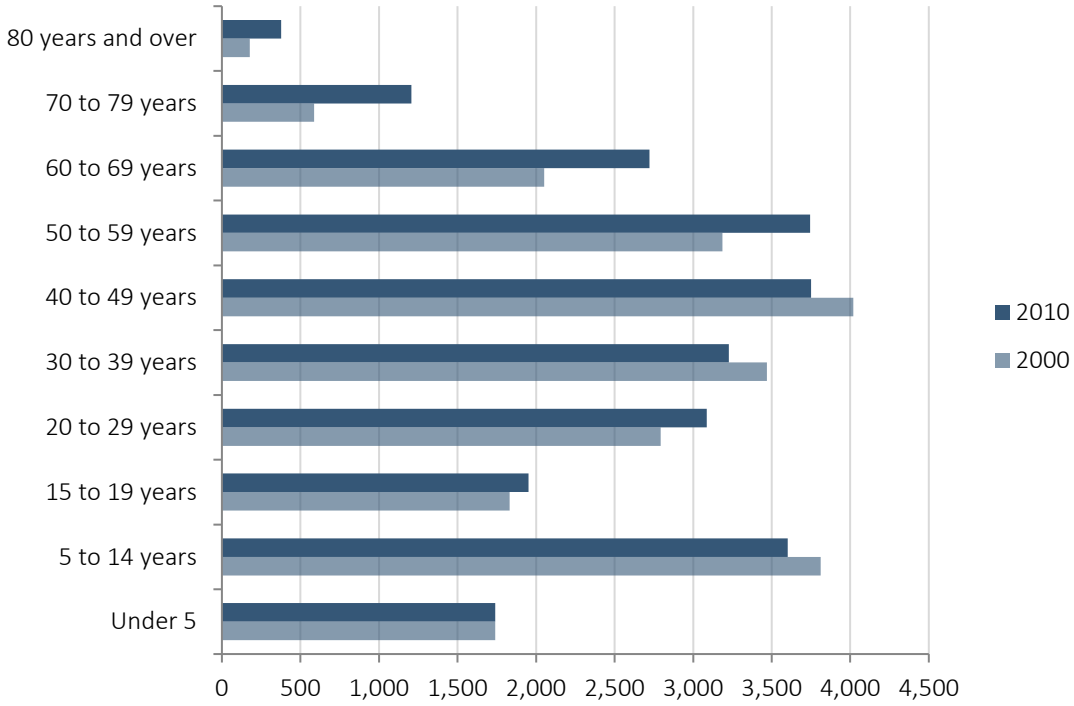
Consistent with most other communities across the region, Ramsey's population is aging. Table 8, shows that the largest segment of the population is in the 40-49 age range which is quite young compared to many other communities in the metropolitan region. It will be important for Ramsey to plan for alternative housing options for these residents as they age so that they can remain in the community. In addition, it will also remain important that Ramsey seek ways to be competitive in retaining younger residents as the data shows the second largest section of residents in the 5-14 age range.

Table 8: Age Distribution



Looking at the changes in age demographics from 2000 to 2010, the greatest gains were in the categories of "empty nester" adults, while there were losses in population amongst 30- to 50-year-olds. This age demographic profile helps explain Ramsey's key themes pertaining to schools, parks, and recreation.

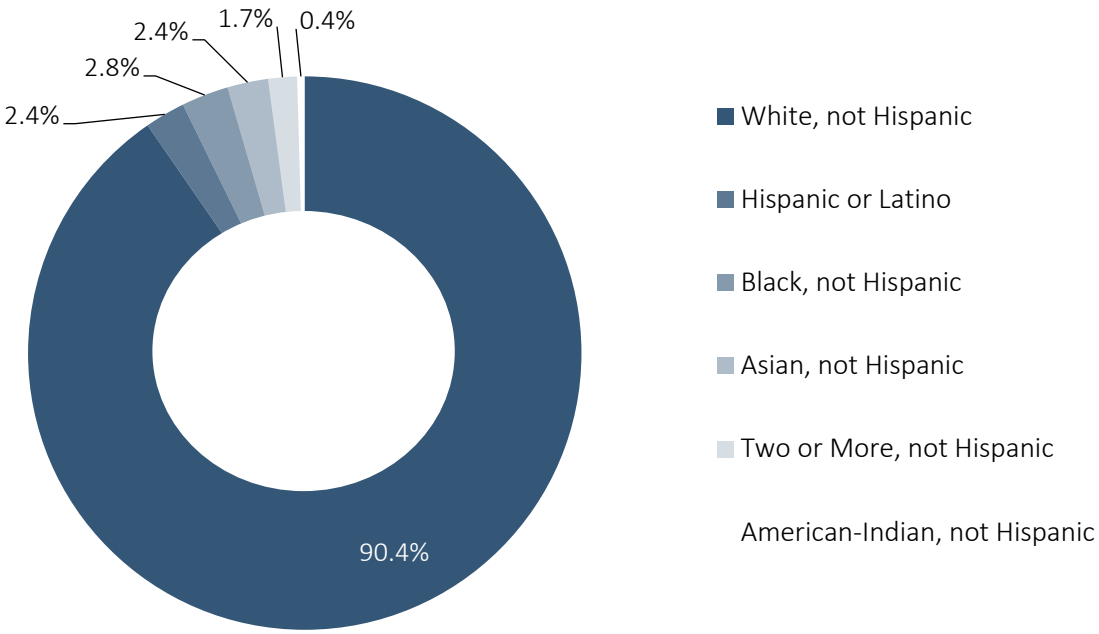
Table 9: Age Cohort



Race

At 90.4 percent, Ramsey residents are primarily white non-Hispanic individuals with the remaining 9.6% of residents being people of color. By comparison, the Twin Cities region is 24.6% residents of color, and Anoka County is 15.6% residents of color. As such, Ramsey is not diversifying at the same rate as Anoka County or the Twin Cities region. Regional trends indicate that in the Twin Cities metro area, residents of color will continue to comprise a greater share of our region's population, increasing from 24% in 2010 to 41% in 2040.

Table 10: Racial Demographics



Continued on Next Page.

The Neighborhoods

Housing Types

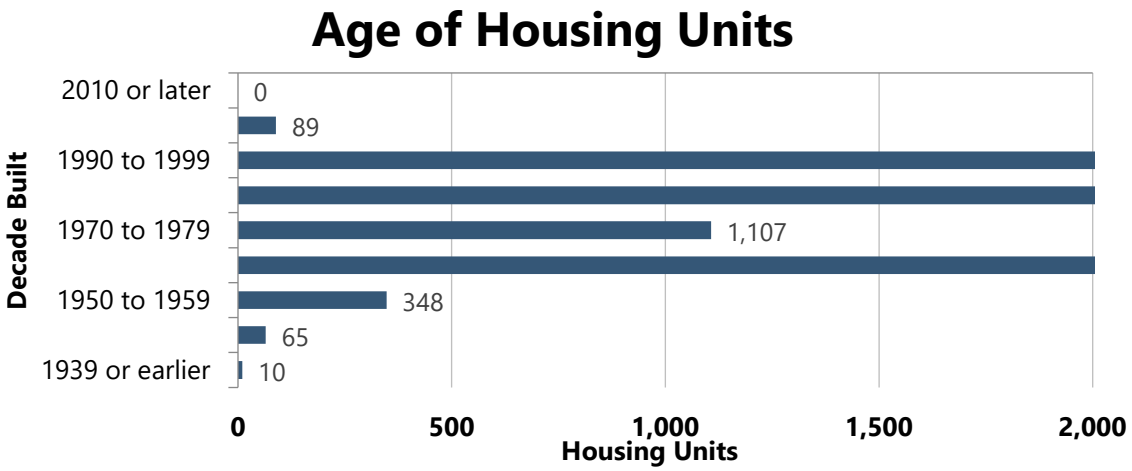
Housing is the predominant land use in Ramsey. Estimates from the Metropolitan Council indicate that there were 8,812 housing units in Ramsey in 2015. Around 75 percent of the housing units in Ramsey are single-family detached homes with townhomes counting for an additional 15 percent of the total housing units.

Table 11: Housing Type

Unit Type	Units	
Single Family Detached	6,692	75.9%
Multifamily (5 units or more)	680	7.7%
Townhomes	1403	15.9%
Duplex, triplex, quad	37	0.5%
Total:	**8,812**	100%

Source: Metropolitan Council Housing Stock Estimates (2015)

Table 12: Age of Housing Stock

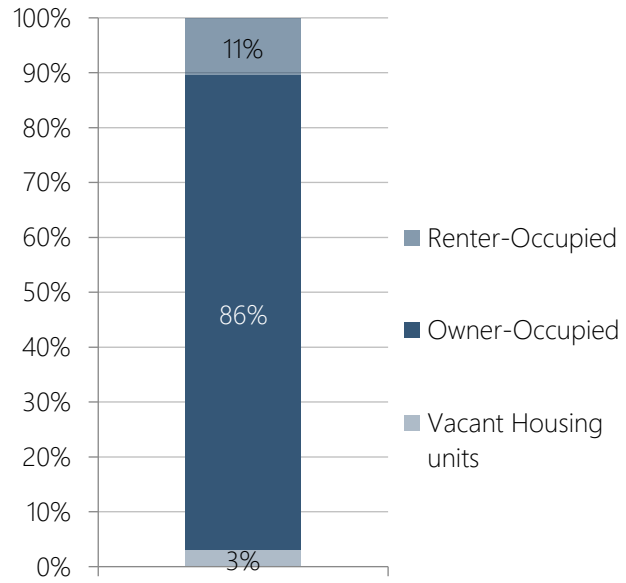


Data source: ACS 2011-2015

Housing Tenure

The City of Ramsey has a historically consistent foundation of owner-occupied housing which remains true today. Approximately 85 percent of Ramsey housing units are owner-occupied, and that percentage has remained largely the same since 1990. That percentage is higher than most of the cities surrounding Ramsey with the lowest percentage of owner-occupied housing of local communities being the City of Anoka at 52 percent.

Table 13: Housing Tenure



The Economy

The Minnesota Department of Employment and Economic Development estimate approximately 6,150 jobs in the City of Ramsey in 2015. Average annual wages for 2015 are estimated at $46,637. A large reason for this average is likely due to the fact that manufacturing represents the largest employment industry in Ramsey at 34 percent, and these are typically living wage jobs. Anoka County as a whole has 16 percent devoted to Manufacturing.

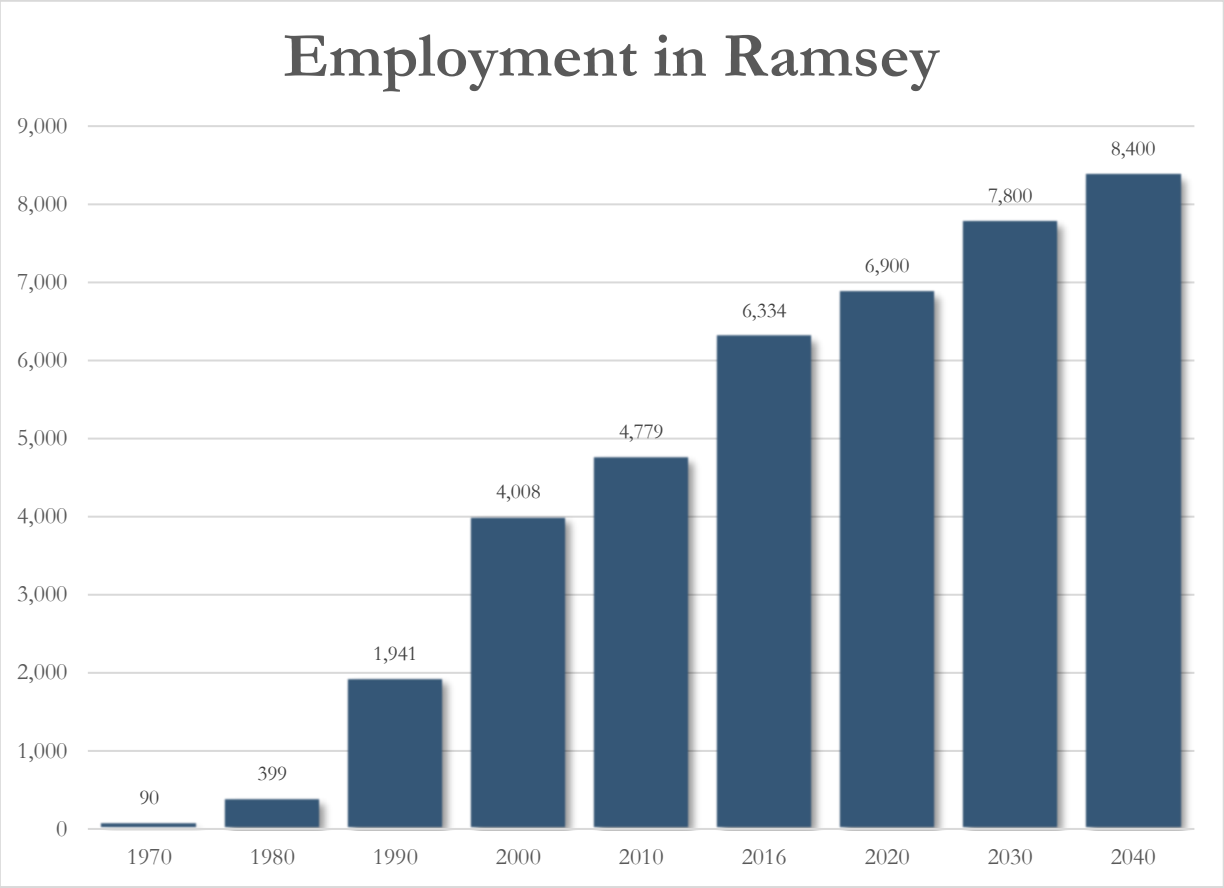
Table 14: Jobs Located in Ramsey

Industry	Employment Total	Percentage
Retail Trade	554	9%
Health Care and Social Assistance	246	4%
Accommodation and Food Services	369	6%
Public Administration	185	3%
Manufacturing	2,091	34%
Other Services, Ex. Public Admin	308	5%
Educational Services	369	6%
Administrative and Waste Services	369	6%
Finance and Insurance	123	2%
Arts, Entertainment, and Recreation	123	2%
Information	62	1%
Wholesale Trade	308	5%
All Other Industries	1,046	17%
Total:	**6,150**	**100%**

The U.S. Highway 10 corridor is the commercial hub of Ramsey, running the length of the City. Ramsey faces the challenge of encouraging updates and redevelopment of its older and more outmoded buildings and businesses along U.S. Highway 10, while also developing greenfield properties within The COR and new business park east of Armstrong Boulevard.

Employment Forecasts

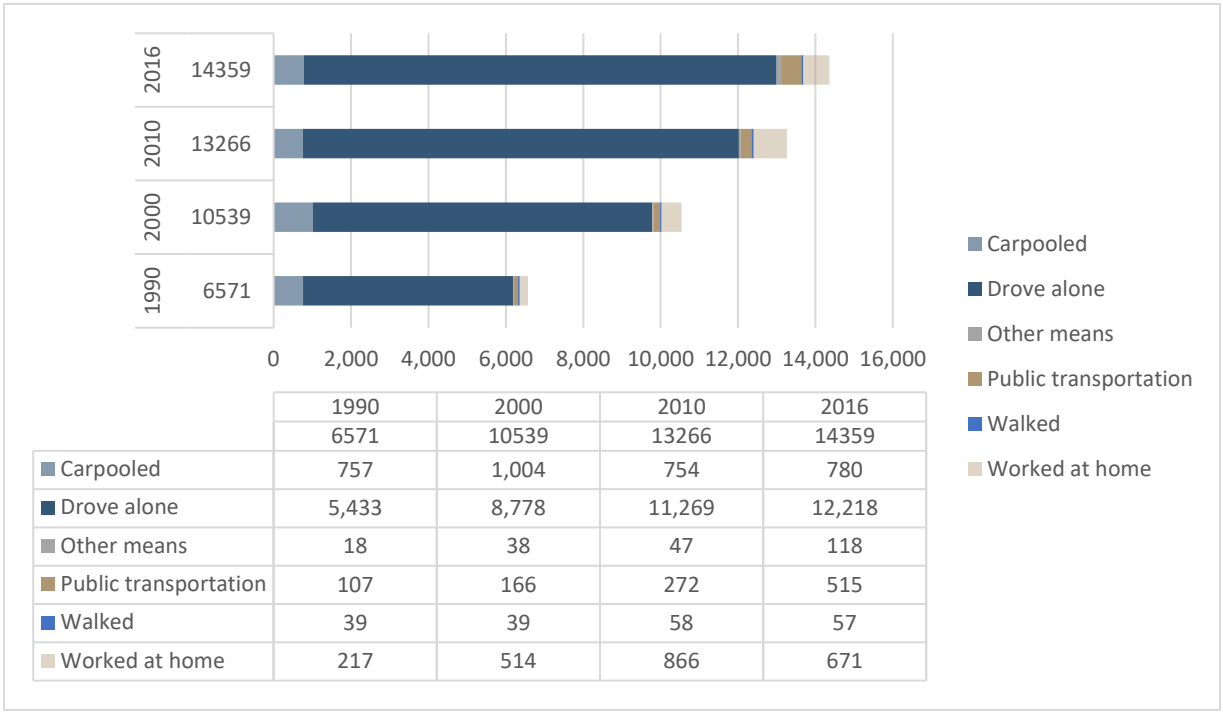
Table 15: Employment Forecasts



Source: U.S. Census Decennial Survey, U.S. Census American Communities Survey, Metropolitan Council Forecasts

The Commute

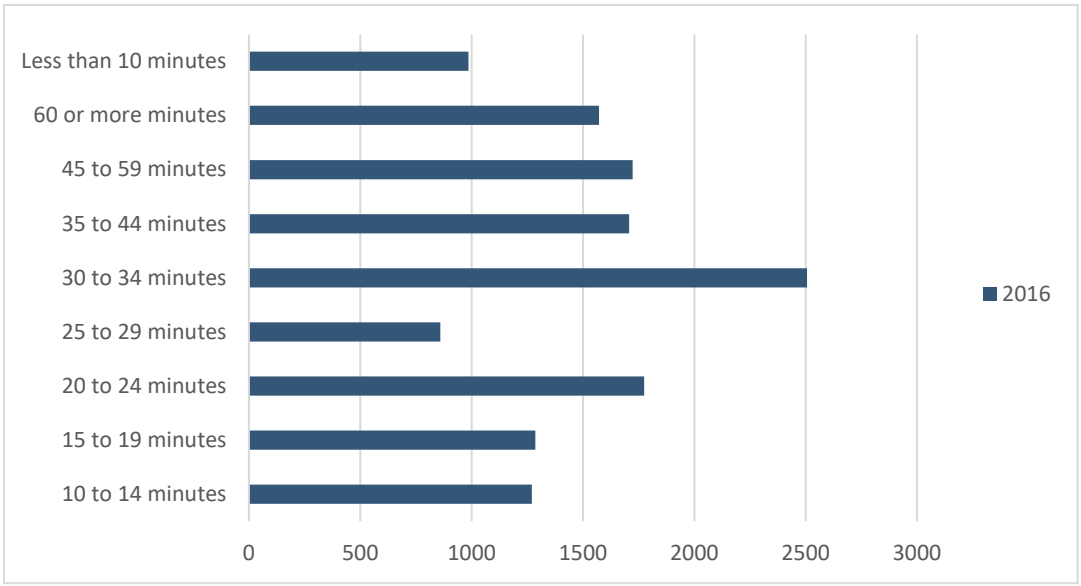
Table 16: Means of Commuting



	1990	2000	2010	2016
	6571	10539	13266	14359
Carpooled	757	1,004	754	780
Drove alone	5,433	8,778	11,269	12,218
Other means	18	38	47	118
Public transportation	107	166	272	515
Walked	39	39	58	57
Worked at home	217	514	866	671

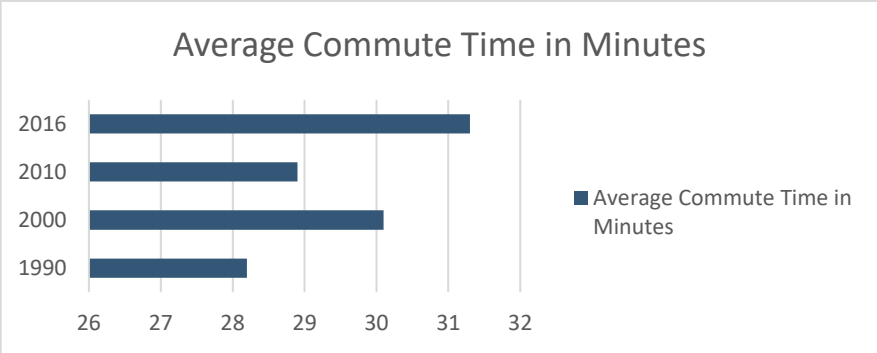
Source: U.S. Census American Communities Survey

Table 17: Travel Time to Work



Source: U.S. Census American Communities Survey

Table 18: Average Time to Work



Source: U.S. Census Decennial Census, U.S. Census American Communities Survey

Table 19: Top Workplaces of Ramsey Residents

Workplace	Workers
Other	4,282
Minneapolis	1,722
Coon Rapids	1,062
Anoka	1,061
Ramsey	952
St. Paul	554
Plymouth	444
Brooklyn Park	433
Blaine	429
Fridley	425
Maple Grove	400

Table 20: Top Residences of Ramsey Workers

Residence	Workers
Other	1,322
Ramsey	952
Coon Rapids	429
Andover	333
Anoka	280
Blaine	206
Nowthen	160
Brooklyn Park	145
Minneapolis	133
Oak Grove	121
Champlin	116

Proximity to jobs and commuting profiles are important to Ramsey's Transportation Goals and Economic Development Goals.

Chapter 02: Land Use Plan

Prepared with assistance from WSB

Land Use Strategies

The following represents goals and strategies for the future land use plan which are consistent with the five key goals of the Comprehensive Plan, as set by the City Council. Subsequent chapters will include their strategies, policies and actions related to these goals. Specific policies and actions for the land use plan goals and actions appear at the end of this chapter.

- Plan for a balance of desired community amenities with the goal of maintaining a low tax rate.
- Maintain and expand the rural character of Ramsey
- Balance vision with market forces.
- Improve the safety and mobility of major corridors
- Create a diverse and robust offering of recreation opportunities
- Create a healthy community
- Plan for future educational needs for youth in Ramsey
- Ensure an adequate workforce for business community and economic development goals
- Achieve and maintain success in efficient and equitable development

2030 Land Use Plan Accomplishments

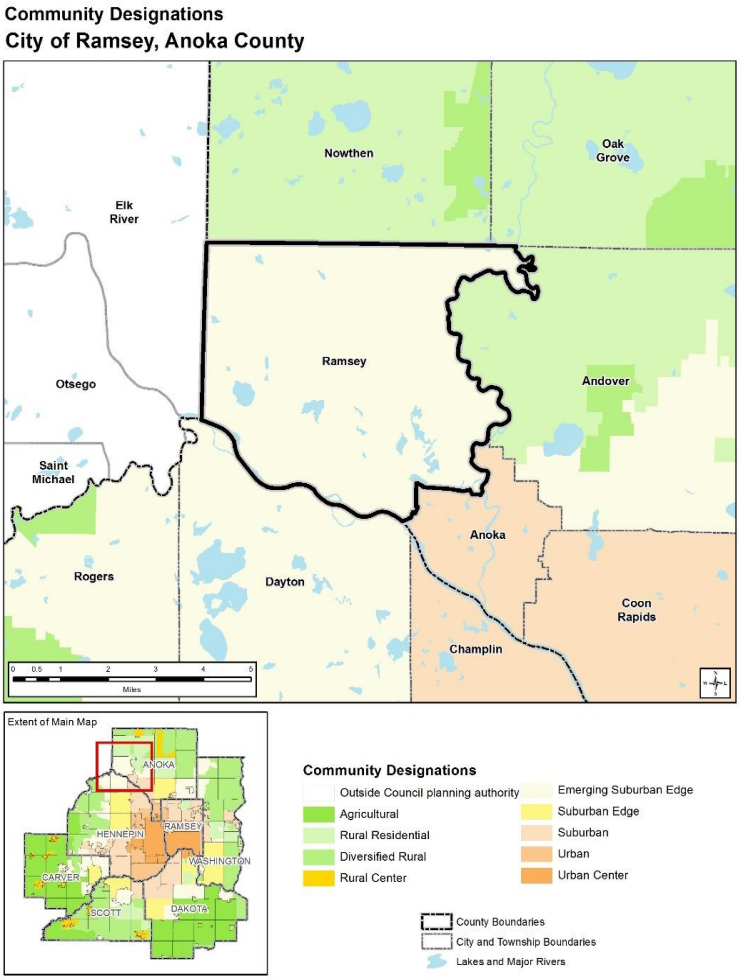
The last plan was adopted in 2010. While a number of factors changed since the last plan, the City can celebrate a number of successes as it relates to our land use vision. Subsequent chapters of the 2040 Comprehensive Plan will celebrate their own successes.

- Created a collaborative development review process for land use plans and project review.
- Implemented meaningful density transition into projects that are located adjacent to existing residential neighborhoods.
- Protected Ramsey's rural character in many areas of the community, representing the largest land area category in the community.
- Responded to changing market conditions to provide a variety of housing types and prices.
- Concentrated more dense developments in or near The COR to protect the City's rural character, create walkability, and create a unique identity for the community.
- Re-assessed the effectiveness of rural reserve and rural preserve practices and policies.
- Implemented design standards for walkable streets into review practices.
- Mitigated City's financial risks associated by new developments by encouraging new development to focus near existing infrastructure.
- Developed incentives for The COR to enhance its marketability.
- Maintained high quality design standards in The COR.
- Planned for adequate retail and commercial services.
- Expanded employment and industrial opportunities by facilitating a new, private business park.
- Ensured new development protected natural resources, made trail connections, and blended in with surrounding development.
- Employed conservation subdivision practices aimed to protect existing neighborhoods and natural resources.
- Struck a balance between land use planning, policy development, natural resource protection, and private property rights.

Community Designation: Balancing Rural Character and Urban Growth

A primary theme from Ramsey public engagement and outreach efforts was the need to better plan for and communicate our vision for a balanced approach of rural preservation and urban growth. Ramsey supports continued urban growth in areas planned for growth, all while preserving some of the Rural Character that makes Ramsey unique. After extensive review, Ramsey believes this balance can be best achieved through our existing designation as Emerging Suburban Edge. Later in the plan, Ramsey will highlight a generalized land use map that better illustrates the balance of rural character and urban growth while providing the flexibility to develop consistent with historical growth patterns.

Figure 1: Ramsey Community Designation



The Metropolitan Council uses community designations to group communities with similar characteristics in order to more effectively target its policies, similar to Ramsey's Future Land Use Categories and Zoning Districts. The Metropolitan Council uses these community designations to:

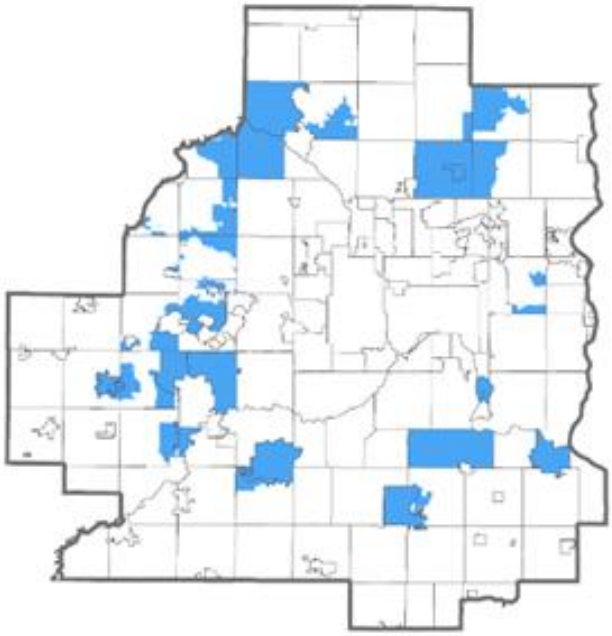
- Guide regional growth and development to areas that have urban infrastructure in place and the capacity to accommodate development and redevelopment.
- Establish land use expectations, including overall densities and development patterns, for different community designations.
- Outline the respective roles of the Metropolitan Council and Ramsey along with strategies for planning for forecasted growth.

Emerging Suburban Edge

An Emerging Suburban Edge Community is characterized as transitioning from rural to developed. It should be noted that although a portion of Ramsey certainly is transition in this manner, a significant portion of the community remains guided for larger-lot, single-family development on private well and septic along with goals to protect a significant amount of exceptional quality ecological resources.

The Emerging Suburban Edge includes cities, townships, and portions of both that are in the early stages of transitioning into urbanized levels of development. Strategically located between Suburban Edge and Rural communities, the Emerging Suburban Edge communities offer both connections to urban amenities and the proximity to open spaces that characterizes a rural lifestyle. Often, the cities and townships in the Emerging Suburban Edge are in more than one Community Designation. In the majority of Emerging Suburban Edge communities, less than 40% of the land has been developed. Communities designated as Emerging Suburban Edge communities are expected to plan for forecasted population and household growth at average densities of at least 3-5 units per acre for new development and redevelopment. In addition, Emerging Suburban Edge communities are expected to target opportunities for more intensive development near regional transit investments at densities and in a manner articulated in the 2040 Transportation Policy Plan.

Figure 2: Emerging Suburban Edge Communities



Communities in the Emerging Suburban Edge have a mix of residential, rural, and agricultural areas, often including lower-density single-family neighborhoods and small downtown service centers. The growth patterns in these communities demonstrate the challenges of changing from rural to suburban. New developments are typically built in a traditional suburban pattern, characterized by large curving streets, limited through-roadways, and auto-oriented street design. Emerging Suburban Edge communities have access to regional wastewater services (either municipally owned or regional services), access to the metropolitan highway system, and include existing or planned Regional Parks System facilities.

The Emerging Suburban Edge communities provide a variety of commercial activities along the main transportation corridors, and most encompass historic small downtowns with small town characteristics. These communities benefit from their proximity to more developed areas while retaining their local rural character and protecting natural resources. Commercial areas in the Emerging Suburban Edge tend to be individual large employers and smaller-scale commercial centers serving the local population.

Although these communities have some redevelopment potential in older areas such as historic downtown districts, the focus in the Emerging Suburban Edge is on greenfield development. Greenfields present opportunities to integrate natural resource preservation into site planning prior to development. Some of these communities have land available within their jurisdiction staged for future development, while others are expanding through orderly annexation agreements with neighboring townships. This mix of uses, availability of undeveloped land, and rich access to natural resources is a characteristic unique to Emerging Suburban Edge communities.

As of May 2014, the Metropolitan Council forecasts that the Emerging Suburban Edge area will add 201,000 residents, 93,000 households, and 58,000 jobs between 2010 and 2040. This represents growth of 66% in population, 87% in households, and 66% in employment over the three decades. Because most Emerging Suburban Edge communities also have areas designated as rural, these numbers are approximations. These numbers may change during the current comprehensive planning process, which will more precisely delineate how much community growth belongs inside the Metropolitan Urban Service Area.

Forecasted Growth

Table 21: Existing and Original Forecasted Growth

	2016 (existing)	2020	2030	2040
Households	8,973	9,500	11,500	13,500
Population	26,251	27,550	33,350	39,150
Employment	6,334	6,900	7,800	8,400

Ramsey acknowledges that these forecasts deviate from the approved 2040 forecasts for Ramsey. After careful consultation and analysis of recent growth trends, Ramsey requests these modifications to our 2040 Forecasts. For assistance in reviewing requested changes, the series of tables below are offered.

Table 22: Requested Household Forecast Amendment

	2020	2030	2040
Published Forecast	9,400	11,300	13,000
Requested Amendment	9,600	11,500	13,500
Difference	+200	+200	+500

Table 23: Requested Population Forecast Amendment

	2020	2030	2040
Published Forecast	26,400	30,700	34,700
Requested Amendment	27,550	33,350	39,150
Difference	+1,150	+2,650	+4,450

Table 24: Requested Employment Forecast Amendment

	2020	2030	2040
Published Forecast	6,200	7,000	7,600
Requested Amendment	6,900	7,800	8,400
Difference	+700	+800	+800

Table 25: Forecasted Household and Population Growth

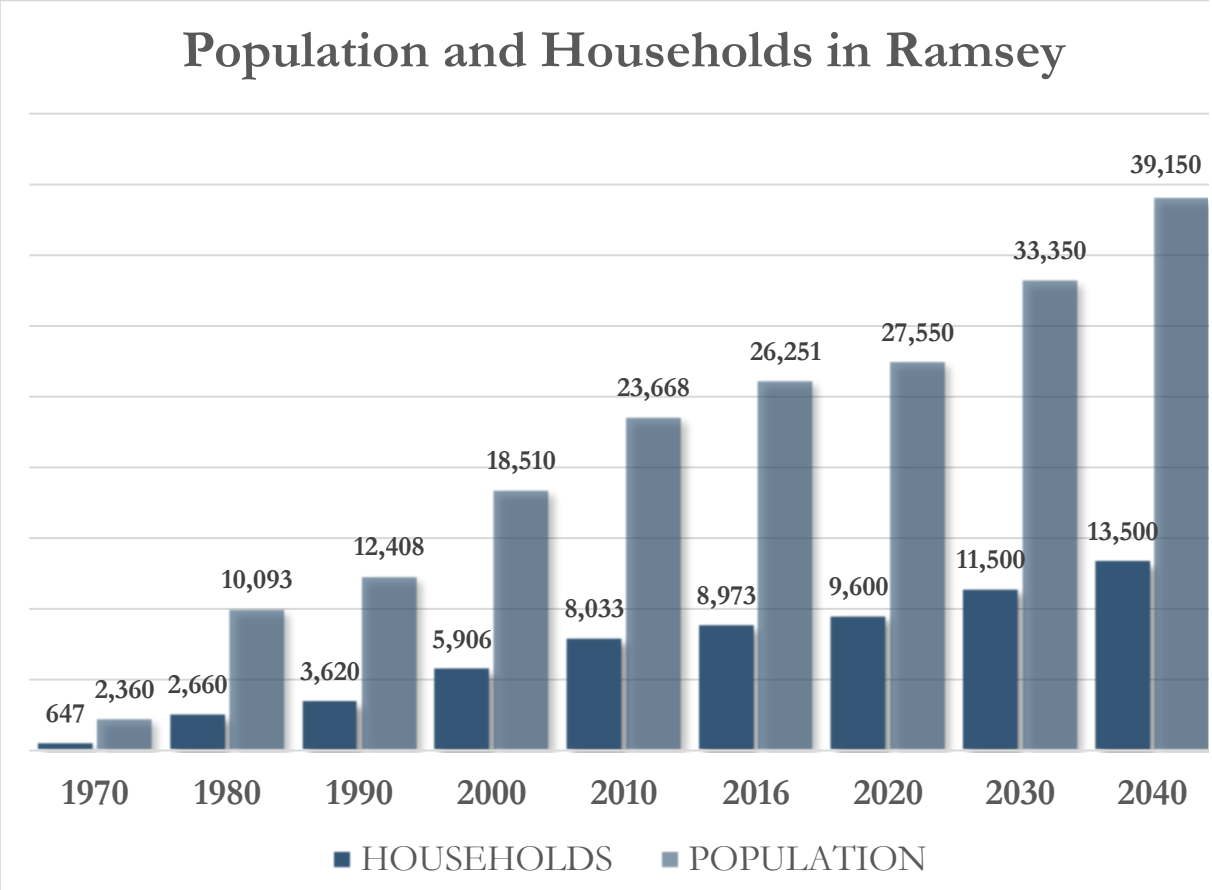
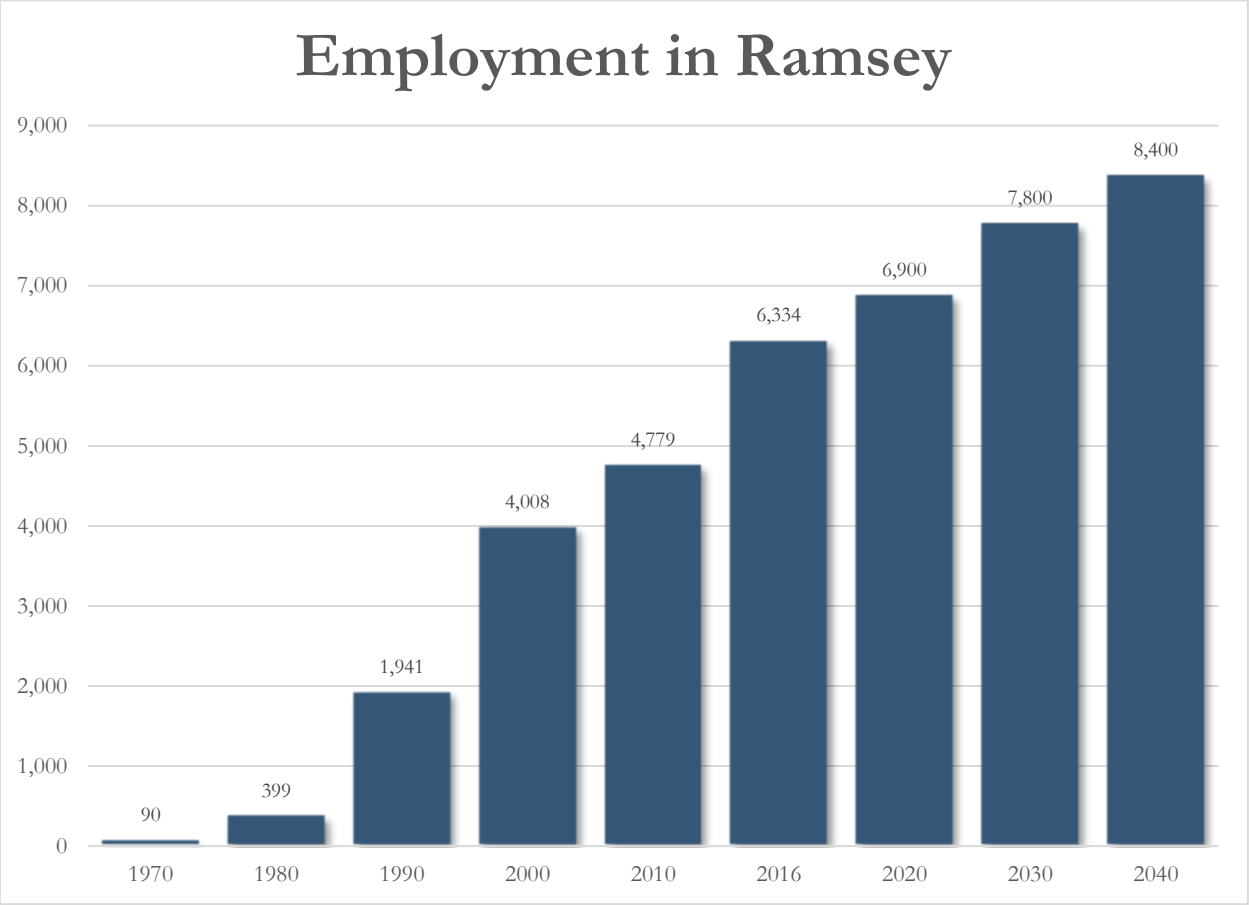


Table 26: Forecasted Employment Growth



Existing Land Uses

Figure 3: Existing Land Use Map

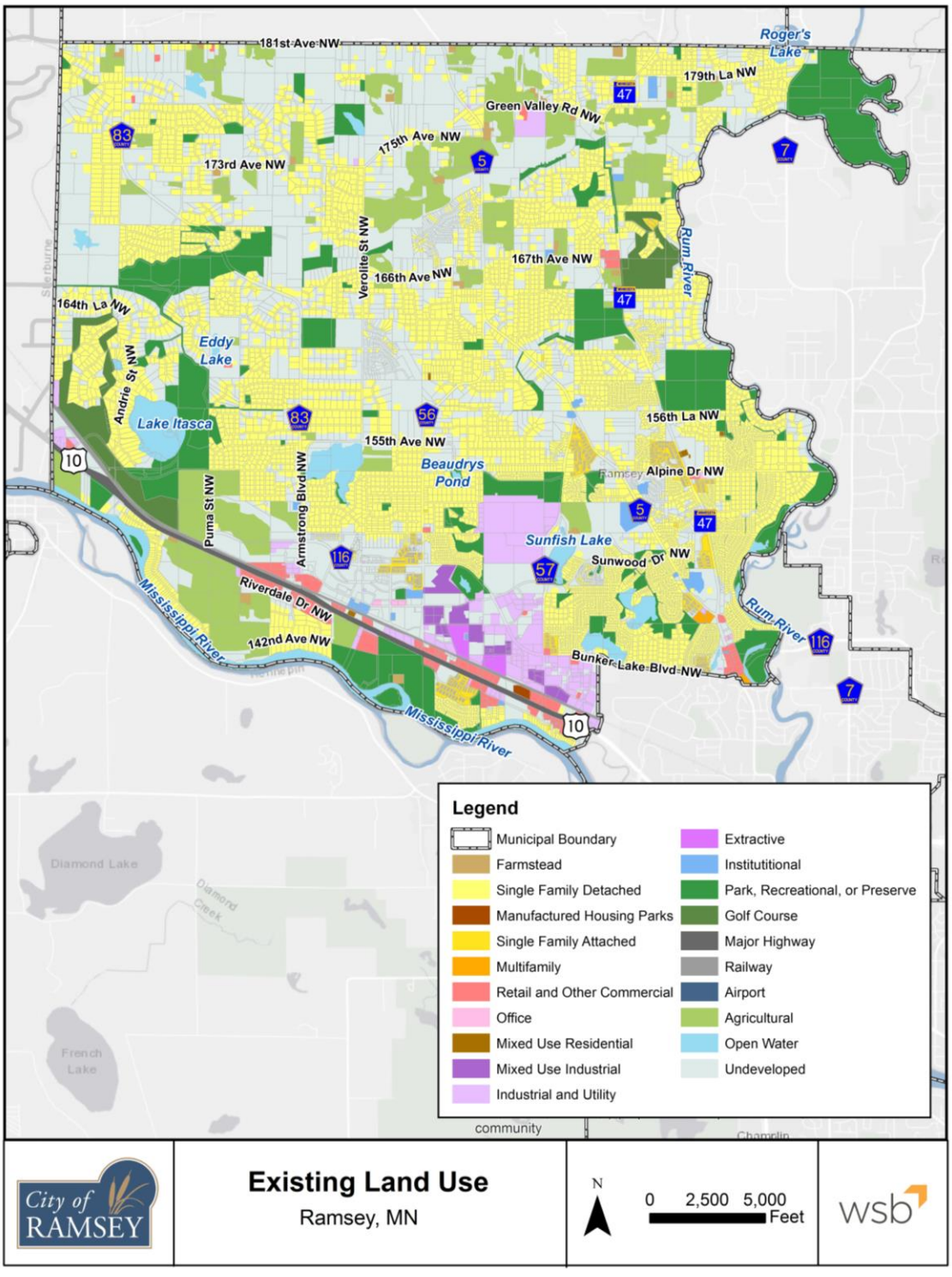


Table 27: 2016 Existing Land Use Categories

Land Use	Acres	Percentage of Total
Agriculture	1,399	7 %
Airport	0	0%
Extractive	16	<1%
Farmstead	55	<1%
Golf Course	335	2%
Industrial and Utility	534	3%
Institutional	95	<1%
Major Highway	149	<1%
Manufactured Housing Park	7	<1%
Mixed Use Industrial	122	<1%
Mixed Use Residential	16	<1%
Multifamily	22	<1%
Office	25	<1%
Open Water	756	4%
Park, Recreational or Preserve	1,988	10%
Railway	84	<1%
Retail and Other Commercial	248	1%
Single Family Attached	250	1%
Single Family Detached	7,395	39%
Undeveloped Land	5,600	29%
Total	19,096	100%

Note: over 8,000 acres of Ramsey is already developed.

Future Land Uses

Figure 4: Future Land Use Map

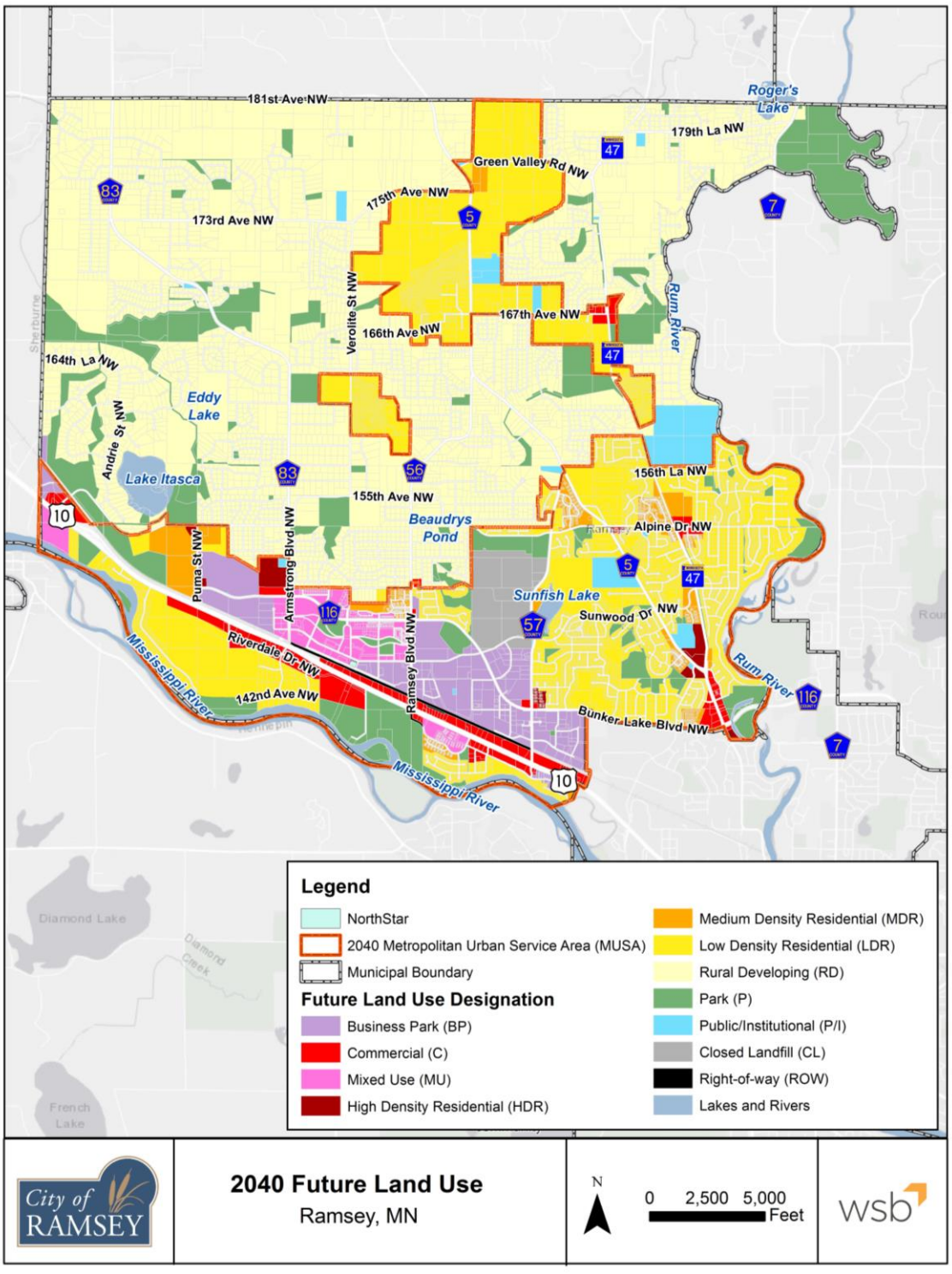


Table 28: Future Land Use Categories by Planning Period

Land Use	2018 – 2020		2021 – 2030		2031 - 2040	
	Acres	Percentage of Total	Acres	Percentage of Total	Acres	Percentage of Total
Business Park (BP)	719	3.8	696.78	3.8	696.78	3.8
Commercial (C)	372	1.9	410.68	1.9	410.68	1.9
Mixed Use (MU)	301	1.6	326.67	1.6	326.67	1.6
High Density Residential (HDR)	84	0.4	83.56	0.4	83.56	0.4
Medium Density Residential (MDR)	364	2.0	324.15	2.0	324.15	2.0
Low Density Residential (LDR)	3,721	19.4	3,812.89	19.4	3,812.89	19.4
Rural Developing (RD)	8,523	44.6	8,570.18	44.6	8,570.18	44.6
Park (P)	1,999	10.4	2,053.29	10.4	2,053.29	10.4
Public/Institutional (P/I)	373	2.0	375.50	2.0	375.50	2.0
Closed Landfill (CL)	262	1.4	261.84	1.4	261.84	1.4
Right-of-way (ROW)	1,622	8.5%	1,622	8.5%	1,622	8.5%
Lakes and Rivers	756	4.0%	756	4.0%	756	4.0%
Total	19,096	100%	19,096	100%	19,096	100%

Future Land Use Descriptions

Rural Developing (RD)

Areas guided Rural Developing are those areas that may be developed utilizing private utilities. These areas are expected to develop at a minimum of 1 unit per 10 acres and a maximum of 1 unit per 2.5 acres.

Low Density Residential (LDR)

Areas guided Low Density Residential must have urban services before development can take place. These areas are expected to develop at a minimum of 3 units per acre and a maximum of 4 units per acre for an average of 3.5 units per acre and contain single family, detached dwellings.

Where Low Density Residential is directly adjacent to areas guided Rural Developing that contain 2.5 acre lots, strategies for density transitioning will be employed. This means that while an area of Low Density Residential may average three (3) units per acre, those lots directly adjacent to 2.5 acre lots will be required to provide an effective transition that maintains the existing character of the neighborhood. Screening methods, such as landscaping must also be employed to transition between very low-density areas and urban lots.

Medium Density Residential (MDR)

These areas are within the MUSA and intended to receive medium density housing including lower density multi-family housing and higher density single-family housing. These areas are expected to develop at a minimum of four (4) units per acre and a maximum of eight (8) units per acre. Average density will be six (6) units per acre. Medium density detached single-family is becoming an increasingly popular development pattern for Ramsey.

High Density Residential (HDR)

These areas are within the MUSA and intended to accommodate multi-family housing such as townhomes and apartment buildings. These areas are expected to develop at a minimum of eight (8) units per acre and a maximum of fifteen (15) units per acre. The average density will be 12.5 units per acre.

Mixed Use (MU)

Mixed Use areas may include a combination of residential, commercial, light industrial, open space, and a transit hub and are broken into the following three categories:

Mixed Use (Low). Areas guided as Mixed Use (Low) are expected to develop at a minimum of five (5) units per acre and a maximum of fifteen (15) units per acre. It is expected that 50% of the land area will be developed as residential.

Mixed Use (Medium). Areas guided as Mixed Use (Medium) are expected to develop at a minimum of eight (8) units per acre and a maximum of twenty-five (25) units per acre. It is expected that 50% of the land area will be developed as residential.

Mixed Use (High). Areas guided as Mixed Use (High) are expected to develop at a minimum of fifteen (15) units per acre and a maximum of seventy-five (75) units per acre. It is expected that 50% of the land area will be developed as residential.

Commercial (C)
Areas guided Commercial may include a range of neighborhood and community commercial/retail development.

Business Park (BP)
Areas guided Business Park are reserved for office and industrial development.

Public/Institutional (P/I)
This category generally includes city offices, public works facilities, churches, schools, other non-profit or government facilities, and bridges/major rights-of-way.

Park (P)
Parks, trails and open space include the City Park and trail system, golf courses, regional parks, wetlands, and the greenway. Lands in this category are intended to preserve the natural resource base and provide an adequate supply of active and passive recreational lands in Ramsey.

Closed Landfill (CL)
The risk to public health and safety associated with the closed landfill in Ramsey is mitigated by implementing land-use controls that minimize public exposure to landfill hazards and protect the state's response action equipment. In other words, future use of land at and around closed landfills needs to be planned carefully and responsibly. The purpose, then, for preparing a Closed Landfill Use Plan (CLUP) for each landfill is to protect the integrity of the landfill's remediation and monitoring systems, protect human health and public safety at each landfill, and accommodate local government needs and desires for land use at the qualified facility with consideration for health and safety requirements.

Right of Way (ROW)
Right of way identifies area designated for public roadways.

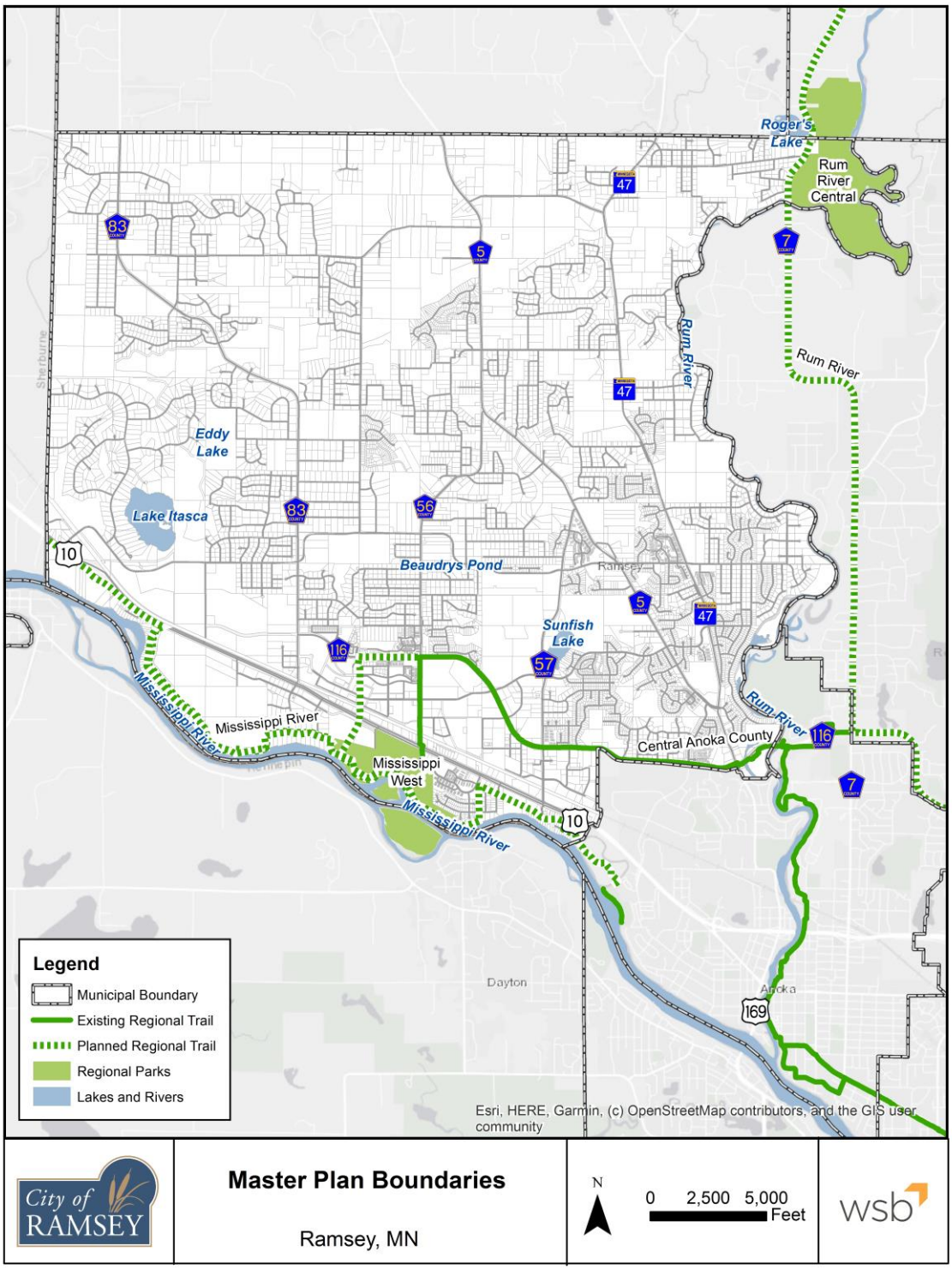
Continued on Next Page.

Metropolitan Council Approved Master Plans

The Metropolitan Council has approved Master Plans for Rum River Central Regional Park and Mississippi West Regional Park (future). These Master Plan Boundaries are reflected in the Future Land Use Map and within the Parks and Recreation Plan. Additional information on local park and recreation planning is included in the Parks and Recreation Plan.

Continued on Next Page.

Figure 5: Master Plan Boundaries



Employment

According to the Metropolitan Council, the City had 6,334 jobs in 2016. Additional employment opportunities are anticipated to include manufacturing, service, and office positions.

Forecasting employment involves numerous criteria. The level of retail development may follow the extent of residential activity. The amount of retail development in adjacent communities will also impact the potential in Ramsey. Industrial uses vary dramatically in terms of jobs per acre or floor area.

The City has submitted a proposed amendment to the Metropolitan Council local forecast for employment to 8,400 jobs by the year 2040 which is an increase of 800 jobs from the original Metropolitan Council forecast of 7,600 jobs by the year 2040. Currently the City has approximately 70 acres of land guided for commercial/retail and 67 acres of land guided for industrial that are available for development. The permitted uses in the Employment (E-1, E-2, and E-3) districts are primarily related to manufacturing which averages one employee per 1,000 square feet of building space according to the Minnesota Department of Employment and Economic Development (MnDEED). Based on the table below the City has guided enough land to support in excess of the additional 2,066 jobs needed to support the City proposed forecast amendment for 8,400 jobs by the year 2040.

Table 29: Employment Bearing Land Use Intensity

Land Use Type	Employees Per 1,000 Sq Ft of Building Space	Typical Floor Area Ratio (FAR) by Land Use	Developable Land	Anticipated Jobs
Industrial	0.67*	0.33	67 acres (2,918,520 sq ft)	1,955
Commercial/retail	1.00*	0.33	70 acres (3,049,200 sq ft)	3,049
			Total:	5,004
*Source: MNDEED 2015 & 2016, Institute of Transportation Engineers 2008				

Affordable Housing Allocation

The City participates in the Livable Communities Program of the Metropolitan Council, which provides access to a number of funding opportunities. As part of said participation, the City plans for an allocation of affordable housing. The City has confirmed that the Future Land Use Map/Plan is acceptable for anticipated affordable housing need. Additional information and narrative regarding affordable housing within the City is included in the Housing chapter.

Table 30: Affordable Housing Allocation

Affordable Housing Need	
At or Below 30% AMI	292
31% to 50% AMI	167
51% to 80% AMI	40
Total Units	499
AMI = Area Median Income	

Staged Development Plan

Planned Density

Table 31: Density Table

Land Use Category	Minimum Density	Midpoint Density	Maximum Density
Rural Developing	0.1 units/acre	0.25 units/acre	0.4 units/acre
Low Density Residential	3 units/acre	3.5 units/acre	4 units/acre
Medium Density Residential	4 units/acre	6 units/acre	8 units/acre
High Density Residential	8 units/acre	11.5 units/acre	15 units/acre
The COR – Low Density*	5 units/acre	10 units/acre	15 units/acre
The COR – Medium Density*	8 units/acre	16.5 units/acre	25 units/acre
The COR – High Density*	15 units/acre	45 units/acre	75 units/acre

*The City of Ramsey along with the Metropolitan Council has previously approved of a master plan for the area known as The COR. The master plan outlines specific subdistricts for low, medium, and high density areas.

The City is committed to achieving an average net density of 10 dwelling units/acre within the COR, mixed use land use designation. The City will monitor and achieve the 10 dwelling units/acre through plat monitoring.

Residential development within ½ mile of the Northstar Commuter Rail Station that is guided as Mixed Use will be developed at a net minimum density of 15 units per acre. The City will track the 15 dwelling units/acre minimum through plat monitoring.

Table 32: Mixed Use Densities

Land Use Category	% Residential	% Commercial	% Office	Residential Density Range
The COR – Low Density	50%	25%	25%	5 - 15 units/acre
The COR – Medium Density	50%	25%	25%	8 – 25 units/acre
The COR – High Density	50%	25%	25%	15 – 75 units/acre

Table 33: Forecasted Growth Allocations

	Guided Land Use Type	Dev. Acres	Density Range			Yield %	Minimum Units (overall density and average)	Midpoint Units (meet forecast)
			Min	Mid	Max			
Guided in 2040 Plan	Low Density Residential (LDR)	1,096.95	3	3.5	4	100%	3,291	3,839
	Medium Density Residential (MDR)	49.62	4	6	8	100%	198	298
	High Density Residential (HDR)	29.50	8	12.5	15	100%	236	339
	Mixed Use (Low Density)	4.30	5	10	15	50%	11	22
	Mixed Use (Medium Density)	45.30	8	16.5	25	50%	181	374
	Mixed Use (High Density	16.39	15	45	75	50%	122	368
	Guided Total	1,204.32					4,039	5,240
Community Designation Density								
Overall Average		3.35	(min. 3 for emerging suburban edge community)					

Staged Development and Redevelopment

Development and Redevelopment is likely to focus on the following areas. Public utilities (water and sewer) were recently extended to the Armstrong West/COR West and Mississippi West areas. Utilities will need to be extended to north of the Trott Brook and to the Rum River Retail Node to assist with future development and redevelopment. The City will work with developers to extend additional utilities as projects require.

- Armstrong West/COR West
  - Bunker Lake Industrial Park
  - Future Business Park
  - Riverstone
- Mississippi West
  - Pearson Agricultural Area
  - Riverside Farms
- Rum River Retail Node
  - Rum River Hills
  - Retail Node Revitalization
- The COR
- Trott Brook

Figure 6: Development Staging by Planning Period

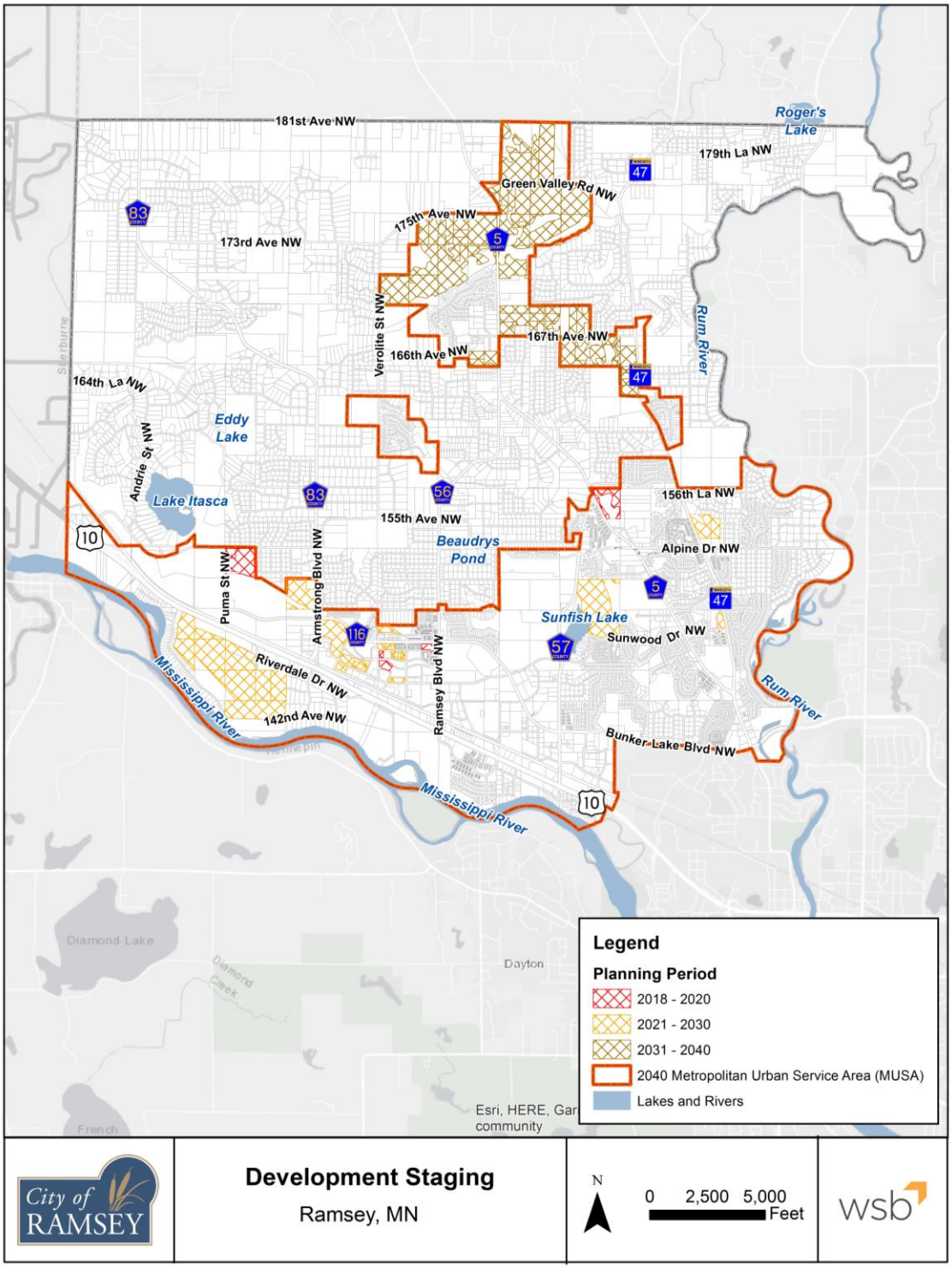
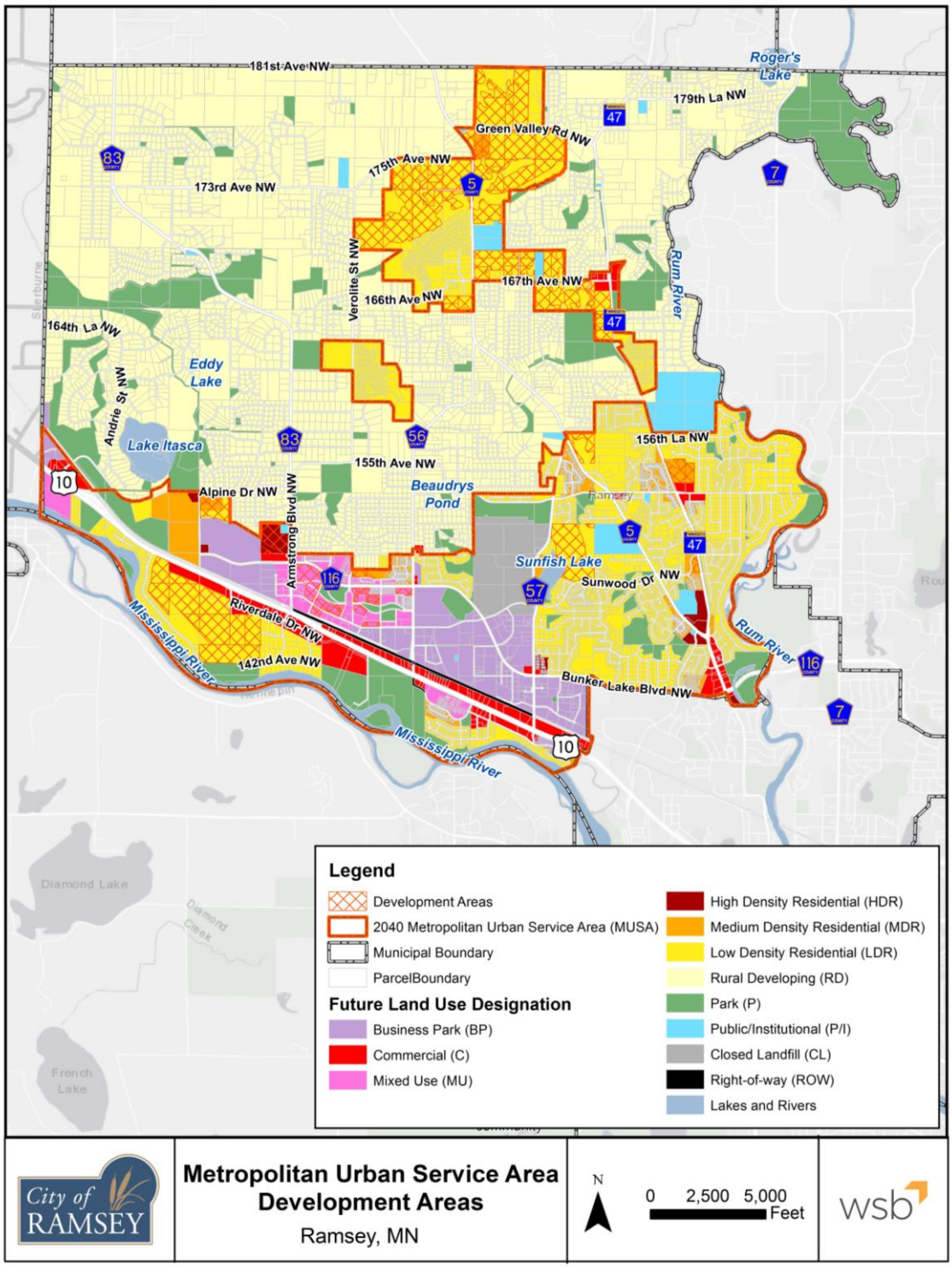


Table 34: Development Staging by Planning Period

Land Use	Dev. Acres	2018 - 2020	2021 - 2030	2031 - 2040	Density Range			Planning Period Units					
					Min	Mid	Yield %	2020		2030		2040	
								Min	Mid	Min	Mid	Min	Mid
LDR	1096.95	47.78	311.11	738.06	3	3.5	100%	143	167	933	1089	2214	1279
MDR	49.62	0	31.52	18.1	4	6	100%	0	0	126	189	72	100
HDR	29.50	0	29.50	0	8	11.5	100%	0	0	236	339	0	0
MU-Low	4.30	4.30	0	0	5	10	50%	11	22	0	0	0	0
MU-Med	45.30	0	45.3	0	8	16.5	50%	0	0	181	374	0	0
MU-High	16.39	5.26	11.13	0	15	45	50%	39	118	83	250	0	0

Figure 7: Development Potential to meet Metropolitan Council Forecast



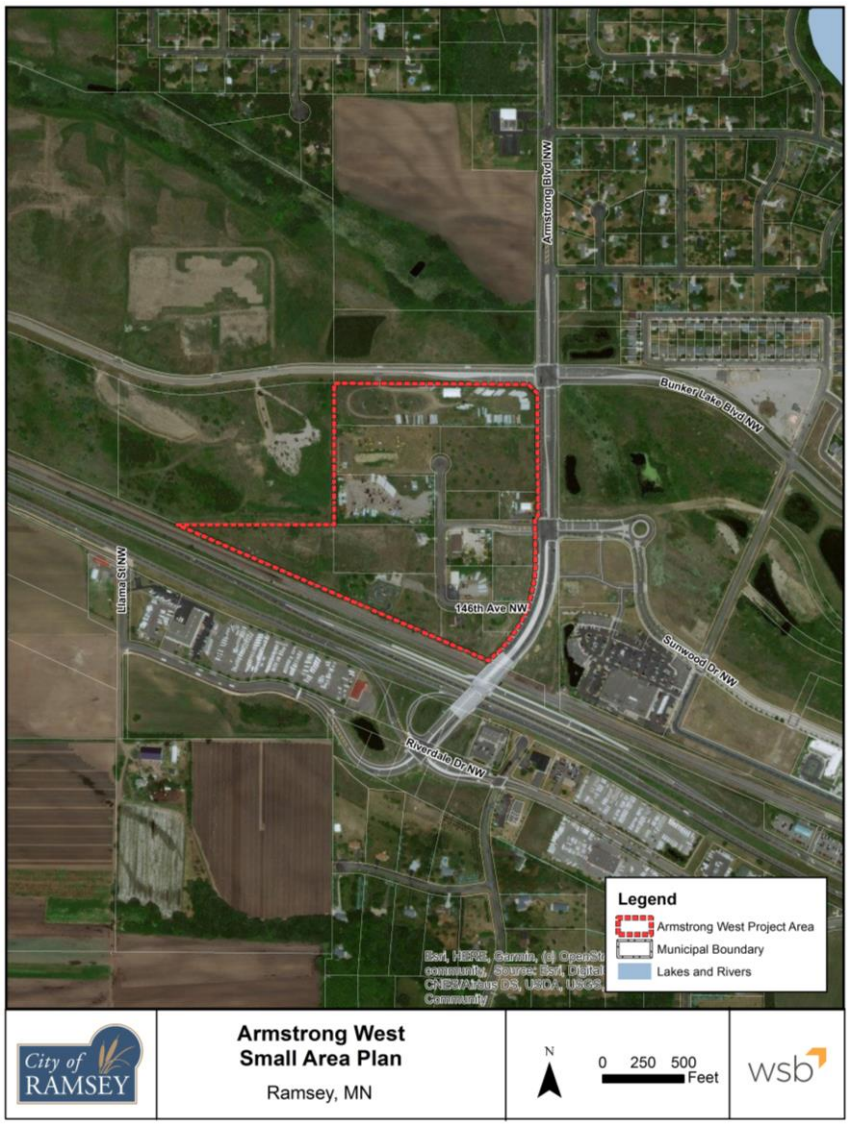
Small Area Plans

Over the next five (5) years, Ramsey will be taking a deeper dive into several smaller areas to do more detailed planning analysis.

Armstrong West Small Area Plan

Armstrong West is a planning area generally north of Highway 10 and west of Armstrong Boulevard. This area is approximately 350 acres and is current a mix of agricultural land, vacant land, and industrial land. Planned future land uses include a retail redevelopment area of the current industrial park, Business Park, low density residential, medium density residential, high density residential, and rural developing. Development is expected to commence in 2018. Full build out is expected in the next ten (10) to fifteen (15) years.

Figure 8: Armstrong West Project Area

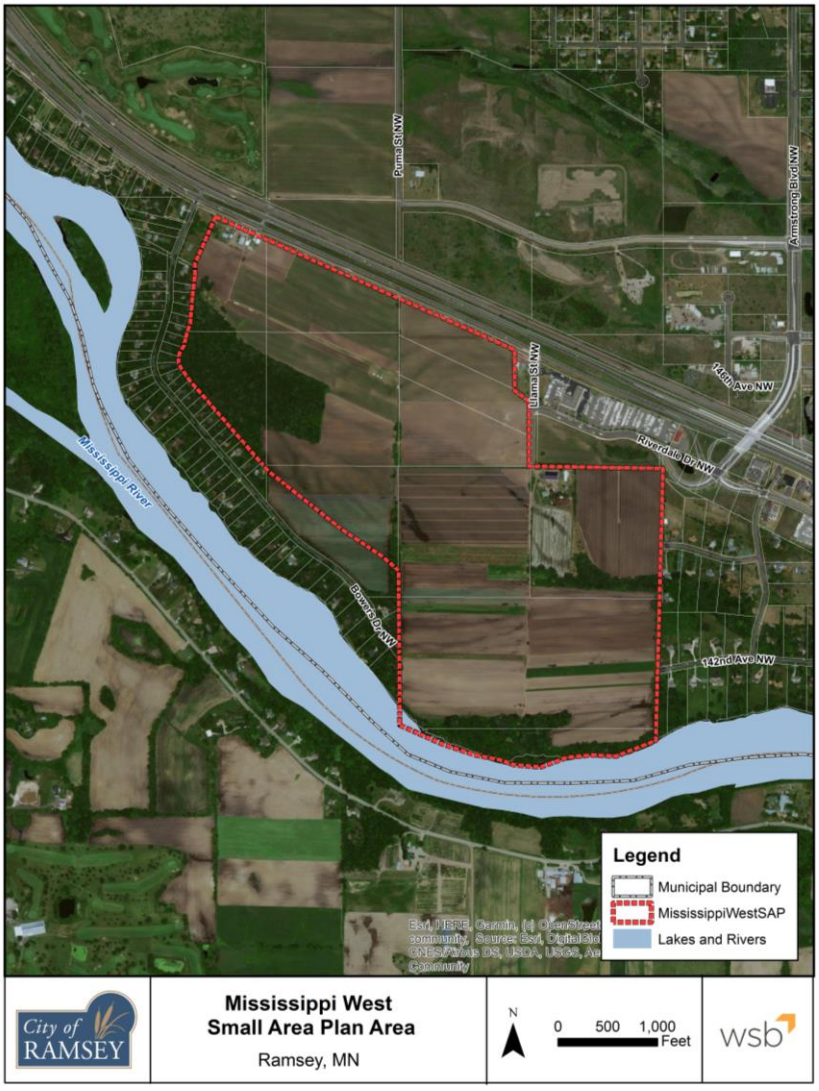


Mississippi West Small Area Plan

Mississippi West is a planning area generally south of Highway 10 between Armstrong Boulevard and Bowers Drive. This area is predominantly agricultural and is the location of a potential future river crossing in the form of an extension of Armstrong Boulevard to the City of Dayton. This improvement is not currently in official regional planning documents and is likely at least twenty (20) years away, if not longer. The cities of Dayton and Ramsey choose to plan for this long-term improvement to protect the necessary corridor.

Planned land use within this area is predominantly low density residential with a stretch of commercial land use along Highway 10 and an area of natural resource protection along the Mississippi River. Development of this area is likely ten (10) to fifteen (years) in the future due to availability of infrastructure (2015 to 2025 timeframe). Connexus Energy constructed a nineteen (19) acre solar farm within this planning district in 2018.

Figure 9: Mississippi West Project Area



Elmcrest District Small Area Plan

The Elmcrest District is a planning area anchored by a 1970s area rural commercial node. This node has shown evidence of blight and vacancy, with some recent renovations of existing structures. The City has excess land for sale, remnant from the construction of Water Tower #3. Rum River Hills Golf Course desires to redevelop a portion of their property (two holes only) and reconfigure the two (2) holes displaced by redevelopment.

The retail node located at 167th Avenue and Trunk Highway 47 has been a topic of discussion with City Councils and EDA boards for several years. The Elmcrest District has struggled to become economically viable for some time, is experiencing high vacancy rates, an increase of blighted building conditions, and escalating crime.

Ramsey's goal is to improve and/or remove blight from properties-of-concern and encourage sustainable market-driven redevelopment of the Elmcrest District that will benefit the entire City of Ramsey. Our vision is a mixture of residential and retail uses. Residential users may include single family residential, townhomes, or senior living units as directed by the market. Retail will include a market driven neighborhood commercial node. Redevelopment of the Elmcrest District should include a connection to Elmcrest Park and/or nearby trails where feasible.

Figure 10: Elmcrest District Project Area



The COR

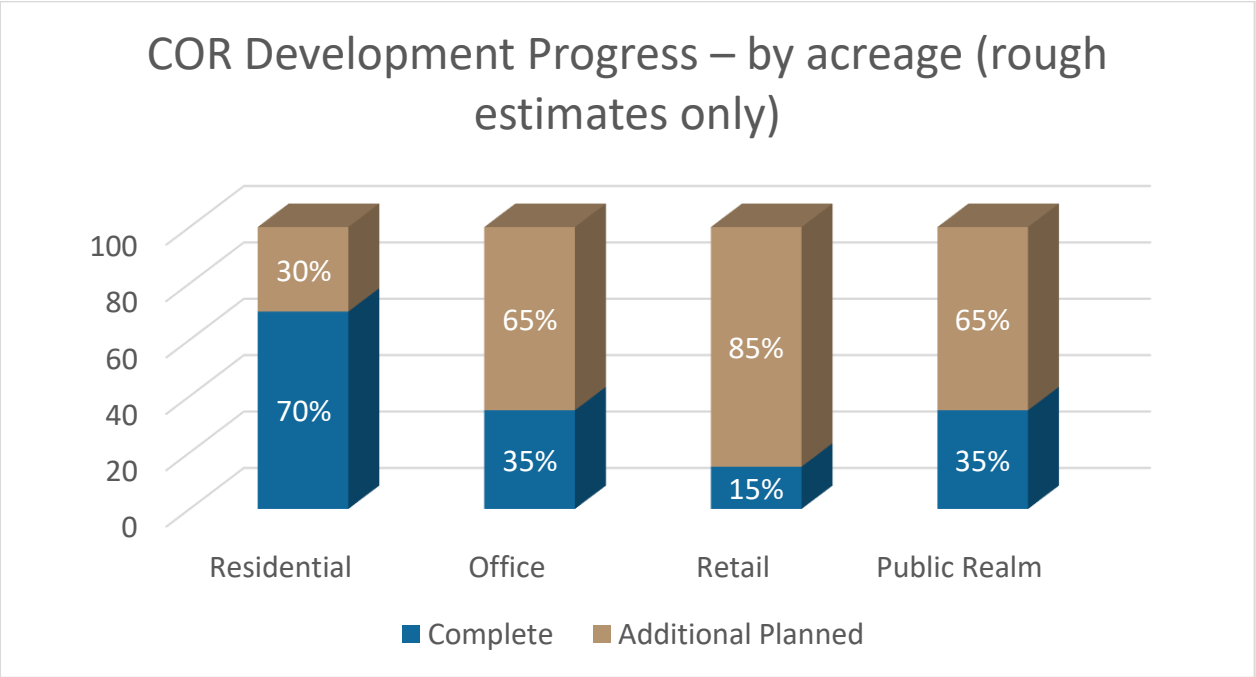
The COR is a 320-acre master-planned community located adjacent to the Northstar Commuter Rail – Ramsey Station (The COR plus surrounding developable area is over 400 acres). Together with adjacent developed and developable area, there are approximately 400 acres of development of a mix of uses. Goals for this development include an identity for the community, a destination for retail to support the local community, walkability, and supportive of commuter-rail transit.

As an implementation strategy of this Comprehensive Plan Update, Ramsey will be updating the land use plans for The COR. To frame said update, the vision of the COR is as follows.

The COR will serve as a City Center primarily to bring people of Ramsey together that embraces natural market opportunities. The COR will also attract energy from the surrounding region. It will be a unique destination, technology-accessible, and serve as a gathering place. It will feature unique architecture stressing historical feel and function.

Approximately 50% of the available land in The COR has been developed. Based on existing market trends the City anticipates The COR to experience substantial additional development over the next ten (10) years. Ramsey is updating the COR Development Plan as a separate planning document known as The COR Development Plan Update.

Table 35: Development Progress in The COR

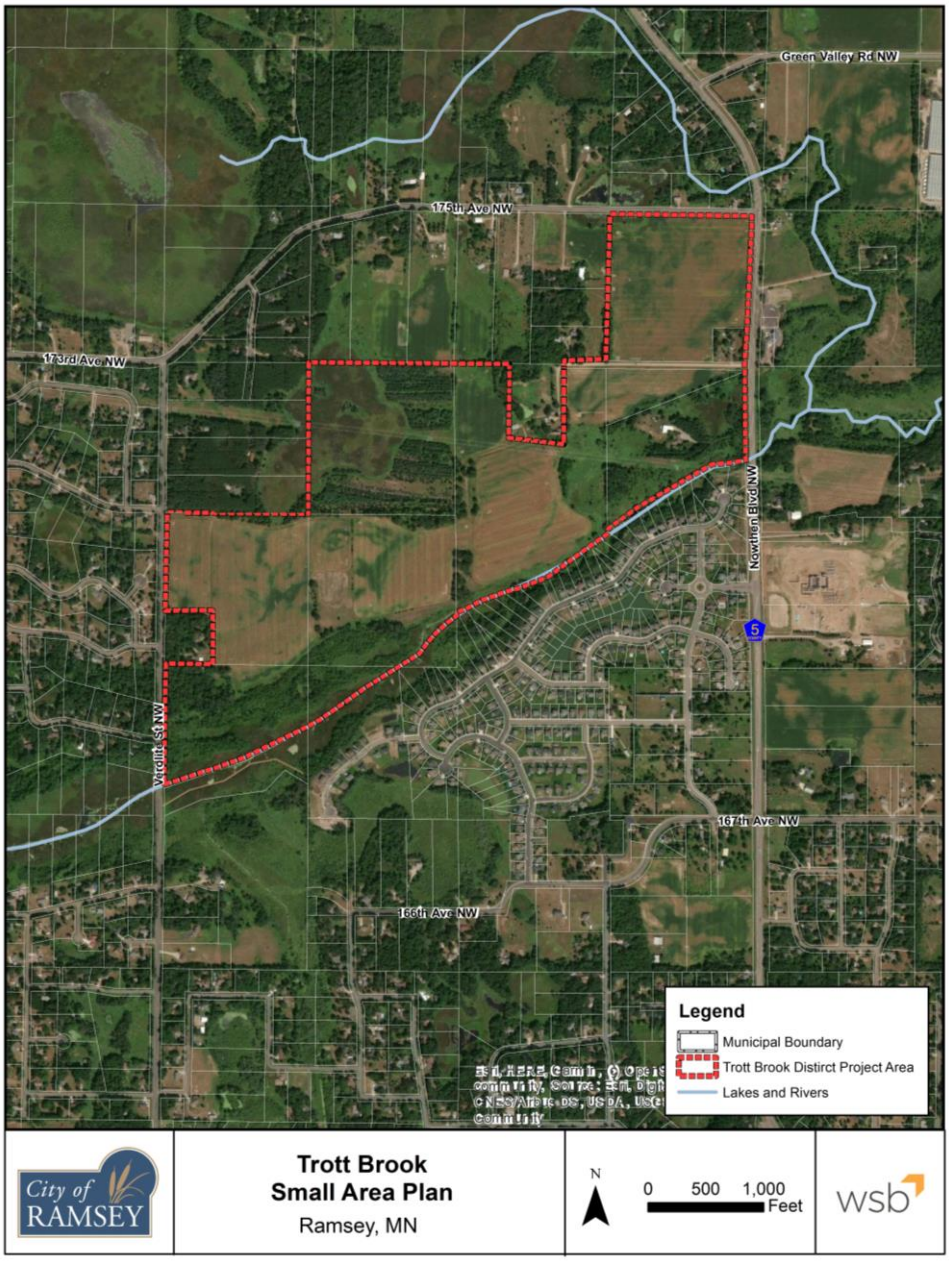


Trott Brook Small Area Plan

A significant area for future development of primarily Low Density Residential uses is planned for north of Trott Brook. Trott Brook is a significant ecological resource for the City to protect, and also serves as an important recreational corridor. This development area will represent the first area in the community north of Trott Brook to receive municipal services (water and sanitary sewer).

Immediately adjacent to this area is the site of a second elementary school that is currently under construction and once open will be operated by Anoka Hennepin School District #11.

Figure 11: Trott Brook Project Area



Natural Resources

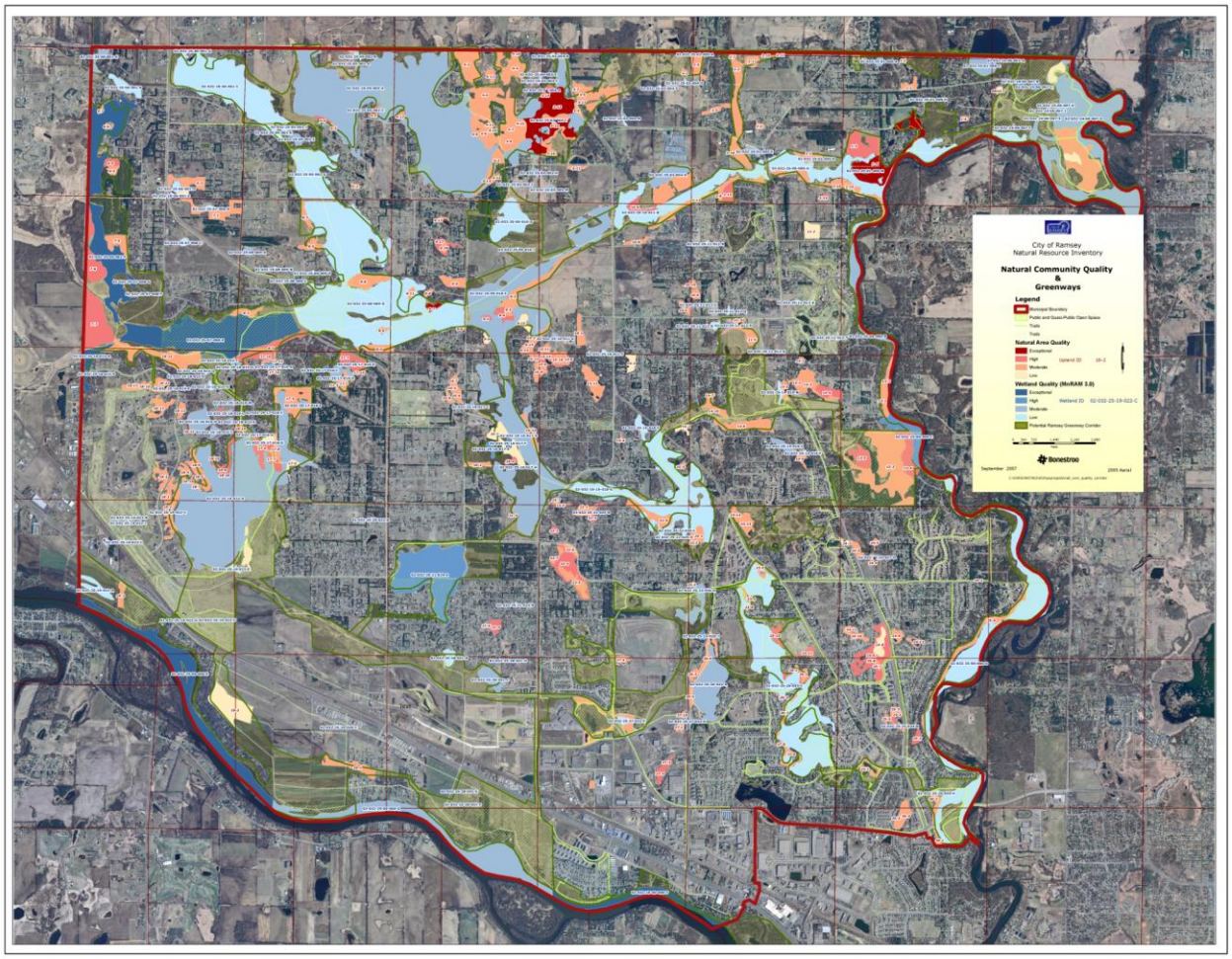
Ramsey has established a number of land use goals focused on natural resources.

- Enhanced Protection of Natural Resources
- Enhanced Recreation Opportunities in Natural Resource Areas
- Clean Water and Clean Air
- Reduced Waste Stream in Landfills

These goals are defined within the Natural Resources Plan

There are no known aggregate resources within the community.

Figure 12: Natural Resources



Special Resources Plan

Ramsey has two (2) special resources within the community.

1. Mississippi River Corridor Critical Area
2. Old Town Hall

Mississippi River Corridor Critical Area

The Minnesota Department of Natural Resources has adopted new rules for the Mississippi River Corridor Critical Area. Ramsey is awaiting guidance from the DNR before updating our Comprehensive Plan for this section. The City will prepare this plan as a separate chapter.

Old Town Hall

The former Ramsey Township Town Hall is the only structure within Ramsey on the National Historic Database. Ramsey is working with the Anoka County Historical Society to develop a long-term plan for this facility.

Other Opportunities

The City has partnered with the University of Minnesota through its Resilient Communities Project (RCP). One of these projects is evaluating other cultural and historical resources that may exist within the community.

Mississippi River Corridor Critical Area

Portions of Ramsey are located within the Mississippi River Corridor Critical Area (MRCCA). Ramsey acknowledges the requirement to update MRCCA Plans based on new State of Minnesota Rules. The Cities MRCCA Plan is provided as an individual chapter within this Comprehensive Plan .

Land Use Goals, Strategies, and Actions

Strategy: Plan for a balance of desired community amenities with goal of maintaining a low tax rate.

1. Prioritize desired amenities and basic infrastructure needs through the annual Capital Improvement Program (CIP) process.

Strategy: Maintain and Enrich the Rural Character of Ramsey

Policies and Actions:

1. Establish a Policy for Urban Service Boundary Extensions
2. Update the Density Transitioning Ordinance

Strategy: Balance Land Use Vision with Market Realities

Policies and Actions:

1. Complete the Development Plan Update for The COR
2. Create a Neighborhood Plan for Green Valley Greenhouse Area
3. Create a Neighborhood Plan for Mississippi West Neighborhood
4. Create a Neighborhood Plan for the Elmcrest District

Strategy: Ensure a Sense of Place

Policies and Actions:

1. Complete the Community Identity and Streetscape Plan

Strategy: Create a Diverse and Robust Offering of Recreation Opportunities

Policies and Actions:

1. Complete the Master Park and Recreation Plan

Strategy: Ensure a Healthy Community

Policies and Actions:

1. Ensure all Comprehensive Plan Chapters are reviewed through the lens of Healthy Communities

Strategy: Improve the Safety and Mobility of Major Corridors

Policies and Actions:

1. Create a Corridor Plan for Highway 10
2. Create a Corridor Plan for Highway 47
3. Create a Corridor Plan for Highway 5
4. Create a Corridor Plan for Green Valley Road
5. Create a Corridor Plan for Mississippi River Crossing

Strategy: Plan for Future Educational Needs

Policies and Actions:

1. Advocate for a new Middle School and third Elementary School
2. Create a Workforce Development Plan
3. Encourage updates to district boundaries to reflect neighborhood boundaries
4. Ensure an Adequate Workforce for Business Community and Economic Development Goals

Strategy: Achieve and maintain success in efficient and equitable development

Policies and Actions:

1. Update the city's zoning ordinances to improve clarity in the development process

Land Use Implementation

Ramsey will achieve our land use goals and strategies through the following specific action items.

Table 36: Land Use Implementation Table

Action	Priority	Timeframe
Amend Official Zoning Map	Required	June 1, 2019
Amend Zoning Code	Required	December 31, 2019
Update The COR Development Plan	Immediate	December 31, 2018
Complete the Mississippi West Small Area Plan	Opportunity Driven	Prior to 2023
Complete the Elmcrest District Small Area Plan	Opportunity Driven	Prior to 2023
Complete the Green Valley District Small Area Plan	Opportunity Driven	Prior to 2023
Complete Corridor Plans	See Transportation Plan	

Chapter 03: Transportation Plan

Prepared with assistance from WSB

Transportation Background

The City of engaged the services of WSB to complete a Transportation Plan on behalf of the City. The Transportation Plan is included in the Comprehensive Plan Update by reference.

This transportation plan includes the following information:

1. Summary of Regional Strategies
2. Existing Roadway System
3. 2040 Traffic Forecasts and Roadway Network Planning
4. Existing and Planned Non-Motorized Transportation Network
5. Freight Network
6. Transit
7. Aviation
8. Goals and Multimodal Strategies
9. Proposed Short and Long Range Roadway Projects
10. Public Comments
11. Conclusion and Next Steps

Transportation Priorities

Ramsey has several transportation priorities highlighted in the Transportation Plan. Detailed planning efforts are planned for each of these main corridors.

- Highway 10
- Highway 47
- Mississippi River Crossing
- Nowthen Boulevard
- Armstrong Boulevard
- Green Valley Road
- 181st Avenue

Ramsey hopes to have Corridor Plans completed for each of these corridors by 2023.

Introduction

The transportation system in Ramsey generally operates well today. The city's multimodal transportation system includes facilities for vehicles, freight, walking, bicycling and transit. Facilities are operated by a number of agencies, including the City of Ramsey, Anoka County, the Minnesota Department of Transportation (MnDOT), Metro Transit, and the Burlington Northern Santa Fe (BNSF) Railway.

This transportation chapter has been prepared in compliance with State of Minnesota Statutes and applicable Metropolitan Council guidelines. As part of this Plan, the city has reviewed existing and

future conditions for each mode and identified safety, operations, and network improvements that will be important to address over the 2040 planning horizon. The city has also developed goals and strategies to preserve and improve the transportation system.

This transportation plan includes the following information:

1. Summary of Regional Strategies
2. Existing Roadway System
3. 2040 Traffic Forecasts and Roadway Network Planning
4. Existing and Planned Non-Motorized Transportation Network
5. Freight Network
6. Transit
7. Aviation
8. Goals and Multimodal Strategies
9. Proposed Short and Long Range Roadway Projects
10. Public Comments
11. Conclusion and Next Steps

Transportation Glossary

CIP: Capital Improvement Plan – five year plan for capital investments in the transportation system and in other capital assets owned by the city (equipment, buildings, etc.).

CR: County Road – county-owned roadway that does not receive State funding.

Critical Crash Rate: Statistical indicator of a safety problem at a location. If crash rates at a location are above the critical crash rate, it indicates that the location has a crash rate that is statistically significant compared to similar roadways.

CSAH: County State Aid Highway – county-owned roadway that receives State Aid funding.

MnDOT: Minnesota Department of Transportation.

RBTN: Regional Bicycle Transportation Network – existing and planned regional bicycle network established by the Metropolitan Council.

TH: Trunk Highway – State highway owned and operated by MnDOT.

TPP: Transportation Policy Plan – Regional transportation plan for the Twin Cities metropolitan region, developed by the Metropolitan Council.

Summary of Regional Strategies

This Plan has been prepared to be consistent with the regional transportation strategies outlined in the Metropolitan Council 2040 Transportation Policy Plan (TPP). Similar to this Plan, the TPP evaluates the existing transportation system, identifies transportation challenges to the region, and sets regional goals, objectives, and priorities to meet the transportation needs of current residents while accommodating the region's anticipated growth. The TPP also guides local agencies in coordinating land use and transportation and establishes regional performance measures and targets.

The TPP is guided by the following goals:

- **Transportation system stewardship:** Sustainable investments in the transportation system are protected by strategically preserving, maintaining, and operating system assets.
- **Safety and Security:** The regional transportation system is safe and secure for all users.
- **Access to Destinations:** People and businesses prosper by using a reliable, affordable, and efficient multimodal transportation system that connects them to destinations throughout the region and beyond.
- **Competitive Economy:** The regional transportation system supports the economic competitiveness, vitality, and prosperity of the region and State.
- **Healthy Environment:** The regional transportation system advances equity and contributes to communities' livability and sustainability while protecting the natural, cultural, and developed environments.
- **Leveraging Transportation Investment to Guide Land Use:** The region leverages transportation investments to guide land use and development patterns that advance the regional vision of stewardship, prosperity, livability, equity, and sustainability.

Funding is a key constraint that is acknowledged in the TPP. Current transportation revenue will not meet the region's transportation needs through 2040. As a result, the TPP includes two long-term investment scenarios: a fiscally-constrained scenario that identifies projects anticipated to be funded based on current revenue projections, and an increased revenue scenario that identifies project priorities should additional transportation funding become available.

Under the current revenue scenario, the TPP is focused on operations and maintenance of the existing transportation system. Investments in highway mobility and access are limited to those projects that address multiple TPP goals and objectives. The increased revenue scenario would allow additional investments in operations and maintenance, as well as regional mobility, access, safety, and bicycle/pedestrian improvements. However, congestion cannot be greatly reduced under even the increased revenue scenario. Under both scenarios, proposed investments are focused on areas of the metro with the greatest existing and future challenges and anticipated growth.

The Metropolitan Council classifies Ramsey under the Emerging Suburban Edge Community Designation. Based on *Thrive MSP 2040*, Emerging Suburban Edge areas are expected to plan for forecasted population and household growth at average densities of at least three to five units per acre for new development and redevelopment. These communities are also expected to target opportunities for more intensive development near regional transit investments.

Existing Roadway System

The sections below provide information about the existing roadway system in Ramsey, including existing number of lanes, existing roadway jurisdiction, existing functional classification, existing traffic, existing safety, and access management. This chapter also includes summary recommendations from recent plans and corridor studies.

Functional Classification

The functional classification system groups roadways into classes based on roadway function and purpose. Functional classification is based on both transportation and land use characteristics, including roadway speeds, access to adjacent land, connection to important land uses, and the length of trips taken on the roadway.

The **functional classification system** organizes a roadway and street network that distributes traffic from local neighborhood streets to collector roadways, then to minor arterials and ultimately the principal arterial system. Roads are placed into categories based on the degree to which they provide access to adjacent land and mobility for through traffic. Functional classification gives an indication of the relative hierarchy of roadways in the transportation network.

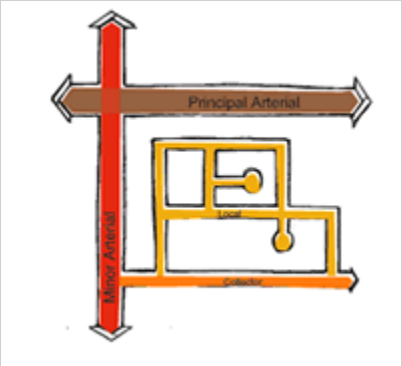


Image: MnDOT

Four classes of roadways are included in the seven-county metropolitan area functional classification system: principal arterials, minor arterials, collector streets, and local streets. Figure 31 shows the existing functional classification of each road in the City of Ramsey and Figure 32 shows the existing roadway jurisdiction. The following sections describe each functional class in greater detail and indicate which roadways fall into each classification.

Figure 13: Existing Functional Classification

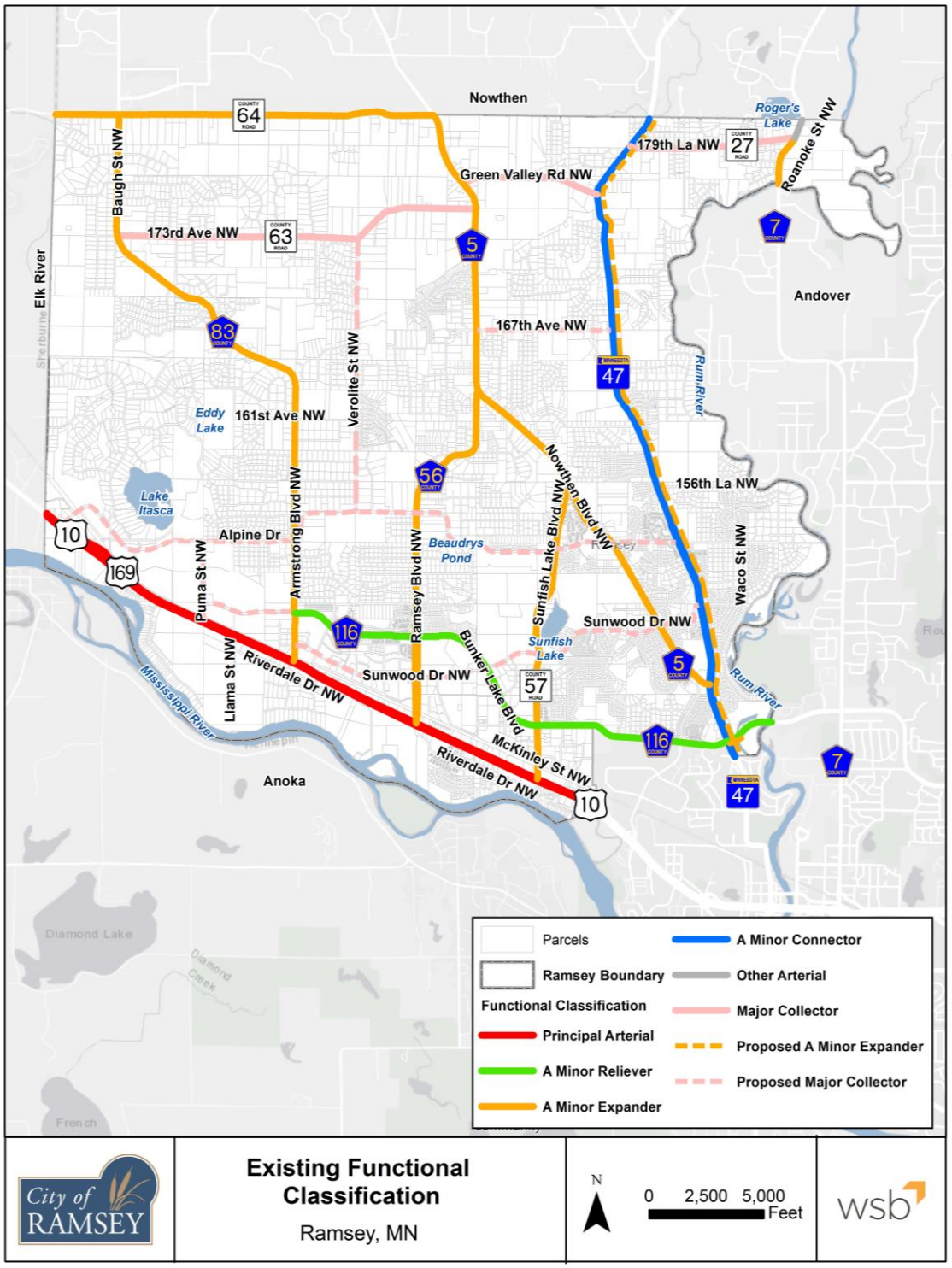
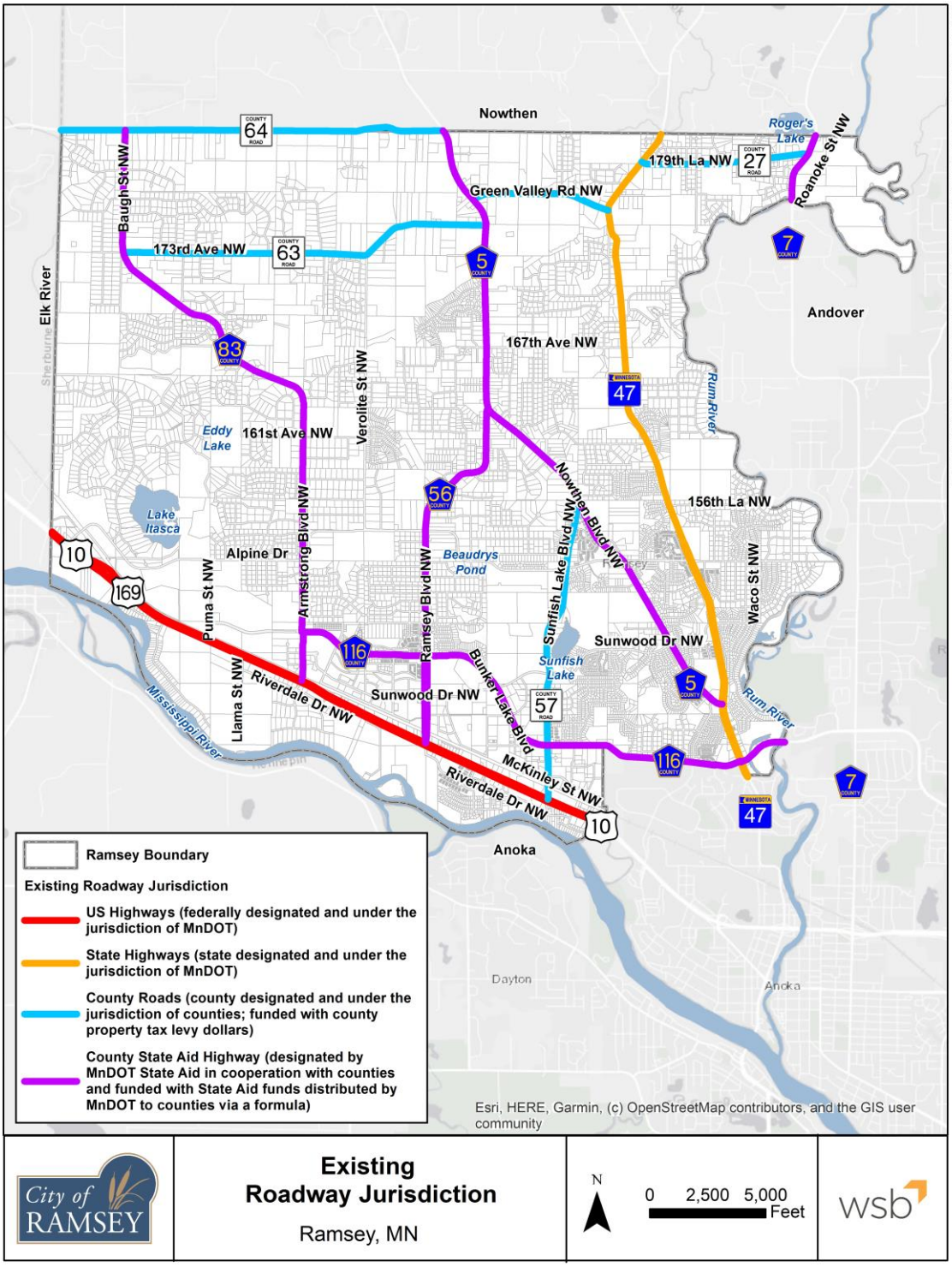


Figure 14: Existing Roadway Jurisdiction



Principal Arterials

Principal arterials are roadways that provide the greatest level of mobility and access control. Within the metropolitan area, the great majority of principal arterials are under MnDOT jurisdiction. Principal arterials are typically Interstate highways or other state or US freeways or expressways. These facilities are intended to serve trips greater than eight miles and express transit trips. Spacing of principal arterials varies within developing areas of the metropolitan area. Typically these facilities are spaced between two and six miles apart. These facilities connect regional business and commercial concentrations, transportation terminals, and large institutions within the metropolitan area. Principal arterials also connect to other cities, regions, and states outside of the metropolitan area.

Principal arterials are intended to maintain average speeds of 40 mph during peak traffic periods. To maintain mobility and speeds on principal arterials, land access and transportation system connections are limited. There is little to no direct land access from principal arterials. Intersections are limited to interstate freeways, other principal arterials, and "A" Minor arterials. Access points are typically grade-separated or controlled with a signal and are spaced one to two miles apart.

One existing principal arterial is located within Ramsey. US Highway (US) 169/US Highway 10 crosses the southern portion of the city in a northwest-southeast direction parallel to the Mississippi River. US 169 and US 10 join in the City of Elk River to the west of Ramsey and diverge again in the City of Anoka, just east of Ramsey. US 169 connects northern Minnesota with the Twin Cities metropolitan area, Mankato, and areas further south. US 10 provides a connection between the western portion of the state and the Twin Cities metropolitan area and Wisconsin. These roadways are also trunk highways (THs) on the MnDOT system, and these combined highways in Ramsey are hereafter referred to as "US 10" in this Plan. The 2040 Transportation Policy Plan does not propose any additional principal arterials within the city.

Minor Arterials

Minor arterials maintain a focus on mobility, but provide more land access than principal arterials. Within Ramsey, all minor arterials are under the jurisdiction of MnDOT or Anoka County. Minor arterials are intended to serve trips of four to eight miles in length. Within developing areas of the metro, these facilities are spaced between one and two miles apart. Minor arterials connect cities and towns within the region and link to regional business and commercial concentrations. Access points along minor arterials are generally at-grade and typically controlled with signals or stop signs.

During peak traffic, minor arterials in developing areas are intended to maintain 30 mph average speeds. As a result, transportation system connections are limited to interstate freeways, other principal arterials, other minor arterials, collectors, and some local streets. Land access is limited to concentrations of commercial and industrial land uses. The Metropolitan Council has established a system of "A" Minor and "B" Minor arterials. "A" Minor arterials are eligible for federal funding administered by the Metropolitan Council.

The Metropolitan Council has further split "A" Minor arterials into four types, described below:

- Relievers: Arterials located parallel to congested principal arterials. The purpose of "A" Minor Relievers is to provide additional capacity in congested corridors.

- Augmenters: Arterials that supplement the principal arterials system within urban centers and urban communities.
- Expanders: Arterials that supplement principal arterials in less-densely developed areas of the metro area.
- Connectors: Arterials that provide connections between rural towns and connect rural areas with the principal arterial system.

There are seven "A" Minor Expanders, one "A" Minor Reliever, and one "A" Minor Connector within the city:

"A" Minor Expanders:

- Anoka County State Aid Highway (CSAH) 5 (Nowthen Boulevard)
- CSAH 7 (Rum River Boulevard) south of 179th Lane
- CSAH 22 (181st Avenue)
- CSAH 56 (Ramsey Boulevard)
- CSAH/County Road 57 (Sunfish Lake Boulevard)
- County Road 64 (181st Avenue)
- CSAH 83 (Armstrong Boulevard/Baugh Street)

"A" Minor Reliever:

- CSAH 116 (Bunker Lake Boulevard)

"A" Minor Connector:

- Trunk Highway (TH) 47 (St. Francis Boulevard)

"B" Minor arterials have a similar focus on mobility above land access. These roadways connect major traffic generators in the region. "B" Minor arterials are not eligible for federal funding. "B" Minor arterials within the city include the following:

- CSAH 7 (Rum River Boulevard) north of 179th Lane

An additional B minor arterial connecting CSAH 5 with TH 47 in the northern section of the city is identified as a planned arterial in the 2040 Transportation Policy Plan.

Major and Minor Collectors

Major and minor collector roadways provide linkages to larger developments and community amenities. They generally do not link communities to one another. Collector roadways generally favor access to the system over mobility, but try to balance the two competing needs. Collector roadways are generally lower speed than the principal or minor arterial routes. Collector roadways are often owned and operated by cities, although counties operate some of these facilities. Within Ramsey, two collector roadways are owned and operated by the city, and Anoka County operates two. Collectors are intended to serve trips of one to four miles in length. Collectors link minor arterials, other collectors, and local streets.

Major collectors typically serve higher density residential areas and concentrations of commercial and industrial land uses. These facilities tend to serve longer trips than minor collectors. Major collectors within the city include the following:

- 173rd Avenue Northwest
- 175th Avenue Northwest
- County Road 63 (Green Valley Road)
- County Road 27 (179th Lane Northwest)

There are no minor collectors within the city, and the 2040 Transportation Policy Plan does not propose any additional collector roadways within the city.

Local Roadways

The primary function of local roadways is land access. Local roadways connect individual land parcels with other local roadways and collectors. Trips on local roadways are typically under two miles. Speeds on local roadways are typically low. Longer trips are facilitated by local roadway connections to the collector and arterial systems. Local roadways are under the jurisdiction of the City of Ramsey. Local roadways are all roadways that are not arterials or collectors.

Planned Functional Classification

Aside from new proposed roadways, no functional classification changes are currently recommended in the city.

> **A note on transportation plan strategies:**
>
> Throughout this Plan, locations associated with numbered mode-specific strategies are identified on corresponding maps. These strategies are listed and described in further detail in **Table 42.**

Existing Roadway Capacity and Safety

Roadway capacity and roadway safety are two key indicators of how well the roadway system is meeting the city's transportation needs. The sections below provide information to better understand capacity and safety issues within Ramsey.

Existing Roadway Capacity

A roadway's capacity indicates how many vehicles may use a roadway before it experiences congestion. Capacity is largely dependent upon the number of lanes. **Table 37** below lists planning-level thresholds that indicate a roadway's capacity for different facility types based on the Anoka County travel demand model. Additional variation (more or less capacity) on an individual segment is influenced by a number of factors including: amount of access, type of access, peak hour percent of traffic, directional split of traffic, truck percent, opportunities to pass, and amount of turning traffic, the availability of dedicated turn lanes, parking availability, intersection spacing, signal timing and a variety of other factors.

Table 37: Planning-level Roadway Capacities

Facility Type	Number of Lanes	Daily Capacity
Metered Freeway	8	147,000
	6	110,000
	4	73,000
Un-Metered Freeway	6	99,000
	4	66,000
Expressway	6	62,000
	4	41,000
Divided Arterial (Rural)	6	56,000
	4	36,000
	2	19,000
Divided Arterial (Developing)	6	54,000
	4	34,000
	2	18,000
Divided Arterial (Developed)	6	48,000
	4	30,000
	2	16,000
Un-Divided Arterial (Rural)	6	45,000
	4	28,000
	2	15,000
Un-Divided Arterial (Developing)	6	42,000
	4	26,000
	2	14,000
Undivided Arterial (Developed)	6	36,000
	4	22,000
	2	12,000
Collector (Rural)	4	23,000
	2	11,000
Collector (Developing)	4	21,000
	2	10,000
Collector (Developed)	4	19,000
	2	9,000

Existing Capacity Problems on Arterial Roads

At the planning level, capacity problems are identified by comparing the existing number of lanes with current traffic volumes. **Table 38** and **Figure 33** illustrate the existing number of lanes on collector and arterial roadways within the city. **Figure 18** illustrates existing traffic volumes on Principal Arterial, A-Minor Arterials and other significant roadways within the city.

As shown in the table, US 10 has four lanes throughout the city, as do portions of CSAH 56 (Ramsey Boulevard), CSAH 57 (Sunfish Lake Boulevard), CSAH 83 (Armstrong Boulevard), and CSAH 116

(Bunker Lake Boulevard). All other arterial roadways have two lanes. Most of the arterials in Ramsey currently exhibit traffic volumes below or within the range of the planning level capacity thresholds shown in **Table 37**; however, existing volumes on TH 47 (St. Francis Boulevard) exceed these thresholds in the southeastern area of the city. This indicates that this roadway may be experiencing some levels of congestion during peak travel periods.

Figure 15: Existing Roadway Lanes

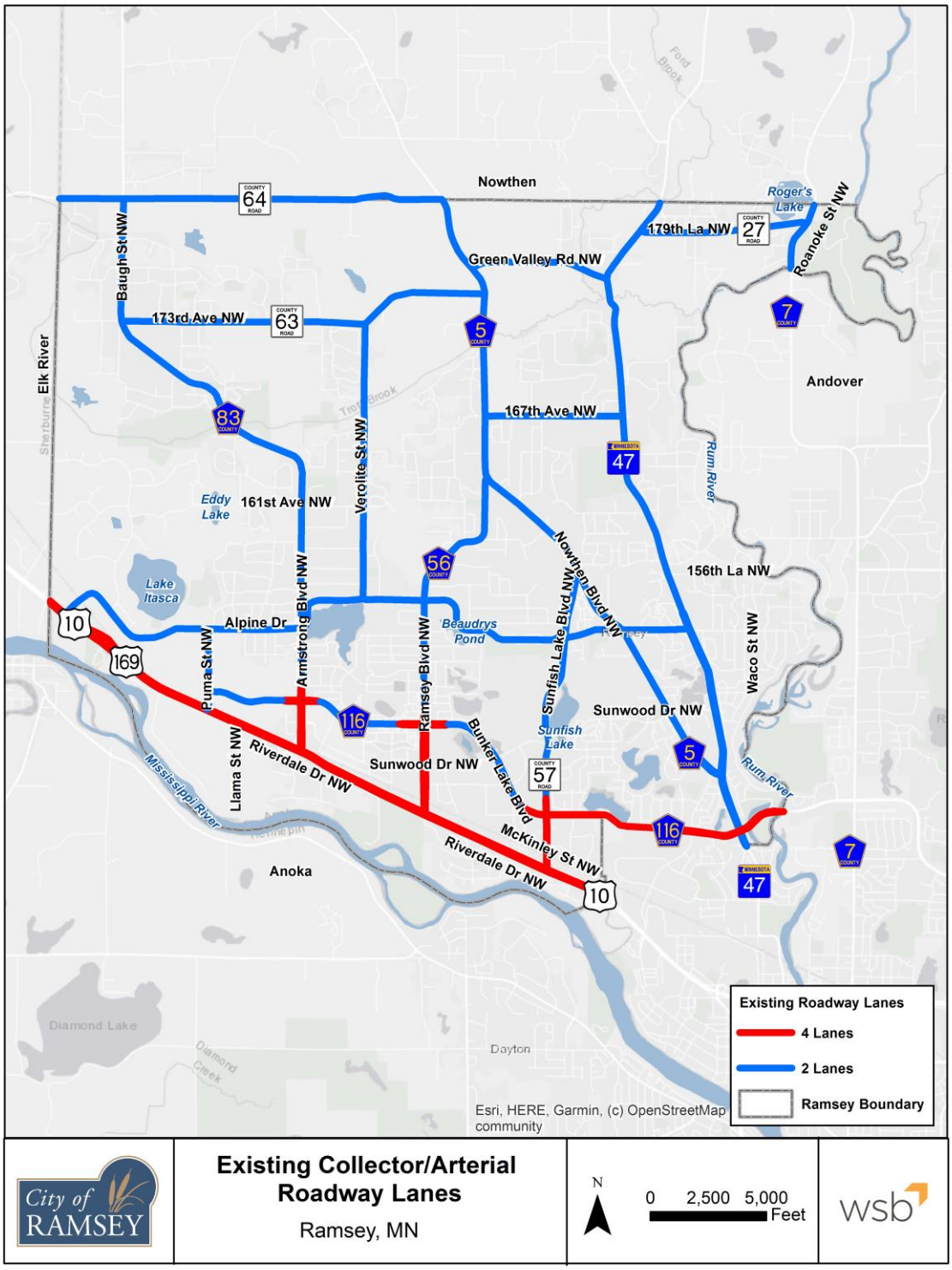


Figure 16: Existing Traffic Volumes

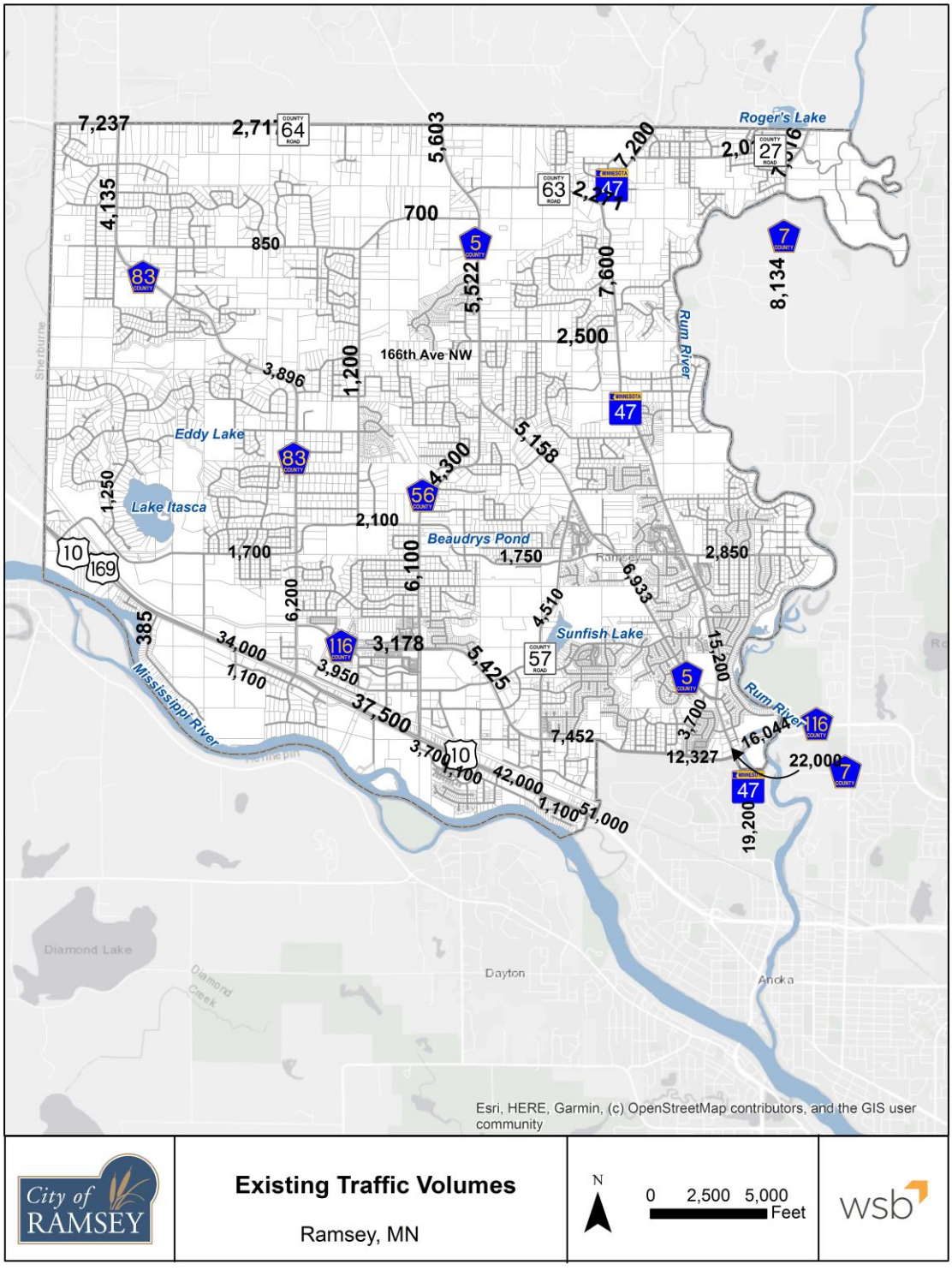


Table 38: Existing number of lanes on arterial roads

Functional Classification	Roadway Name	Location	Number of Lanes
Principal Arterial	US 10	Ramsey-Elk River border to Ramsey-Anoka border	4
"A" Minor Expander	CSAH 5 (Nowthen Boulevard)	TH 47 to Ramsey-Nowthen border	2
	CSAH 7 (Rum River Boulevard)	Ramsey-Andover border to 179th Lane	2
	CSAH 22 (181st Avenue)	Ramsey-Elk River border to CSAH 83	2
	CSAH 56 (Ramsey Boulevard)	US 10 to CSAH 5	2–4
	CSAH/County Road 57 (Sunfish Lake Boulevard)	US 10 to CSAH 5	2–4
	County Road 64 (181st Avenue)	CSAH 83 to CSAH 5	2
	CSAH 83 (Armstrong Boulevard/Baugh Street)	US 10 to Ramsey-Nowthen border	2–4
"A" Minor Reliever	CSAH 116 (Bunker Lake Boulevard)	CSAH 83 to Ramsey-Anoka border	2–4
"A" Minor Connector	TH 47 (St. Francis Boulevard)	Ramsey-Anoka border to Ramsey-Nowthen border	2
"B" Minor	CSAH 7	179th Lane to Ramsey-Oak Grove border	2

Existing Safety and Operational Issues

There are a number of intersection locations within Ramsey where safety, geometric, or operational issues have been identified for motorists and pedestrians. These locations include:

- TH 47 and Bunker Lake Boulevard (CSAH 116)
- TH 47 and Nowthen Boulevard (CSAH 5)
- Armstrong Boulevard (CSAH 83) and Alpine Drive
- Armstrong Boulevard (CSAH 83) and 161st Avenue
- Ramsey Boulevard (CSAH 56) and Alpine Drive
- Ramsey Boulevard (CSAH 56) and Nowthen Boulevard (CSAH 5)
- Nowthen Boulevard (CSAH 5) and Sunfish Lake Boulevard (CSAH 57)
- Nowthen Boulevard (CSAH 5) and 167th Avenue
- Nowthen Boulevard (CSAH 5) and 175th Avenue
- Nowthen Boulevard (CSAH 5) and Green Valley Road

Access Management

The purpose of access management is to provide adequate access to adjacent land development while maintaining acceptable and safe traffic flow on higher level roadways. Access management consists of carefully controlling the spacing and design of public street intersections and private access points to the public roadway system. Because they are designed for higher speed, longer distance trips, arterials generally have restricted access, while local streets can accommodate much greater access. Collector roadways fall in between arterials and local roadways regarding the amount of access that is permitted.

The agency with jurisdiction over a roadway sets access management guidelines. Access to US 10 must meet MnDOT access management guidelines. See **Tables 39** and **40** for MnDOT Access Management Guidelines.

Anoka County has established access management guidelines for county roadways, as displayed in **Table 41**.

MnDOT Access Management Manual

Table 39 – Summary of Recommended Street Spacing for IRCs

Category	Area or Facility Type	Typical Functional Class	Public Street Spacing		Signal Spacing
			Primary Full-Movement Intersection	Secondary Intersection	
1	**High Priority Interregional Corridors & Interstate System (IRCs)**				
1F	Interstate Freeway	Principal Arterials	Interchange Access Only		⊘
1AF	Non-Interstate Freeway		Interchange Access Only (see Section 3.2.7 for interim spacing)		See Section 3.2.5 for Signalization on Interregional Corridors
1A	Rural		1 mile	1/2 mile	
1B	Urban/Urbanizing		1/2 mile	1/4 mile	
1C	Urban Core		300-660 feet dependent upon block length		
2	**Medium Priority Interregional Corridors**				
2AF	Non-Interstate Freeway	Principal Arterials	Interchange Access Only (See Section 3.2.7 for interim spacing)		See Section 3.2.5 for Signalization on Interregional Corridors
2A	Rural		1 mile	1/2 mile	
2B	Urban/Urbanizing		1/2 mile	1/4 mile	
2C	Urban Core		300-660 feet, dependent upon block length		¼ mile
3	**Regional Corridors**				
3AF	Non-Interstate Freeway	Principal and Minor Arterials	Interchange Access Only (see Section 3.2.7 for interim spacing)		Interim
3A	Rural		1 mile	1/2 mile	See Section 3.2.5
3B	Urban/Urbanizing		1/2 mile	1/4 mile	1/2 mile
3C	Urban Core		300-660 feet, dependent upon block length		1/4 mile

MnDOT Access Management Manual

Table 40 – Summary of Recommended Street Spacing for Non-IRCs

Category	Area or Facility Type	Typical Functional Class	Public Street Spacing		Signal Spacing
			Primary Full-Movement Intersection	Secondary Intersection	
4	**Principal Arterials in the Twin Cities Metropolitan Area and Primary Regional Trade Centers (Non-IRCs)**				
4AF	Non-Interstate Freeway	Principal Arterials	Interchange Access Only (see Section 3.2.7 for interim spacing)		Interim
4A	Rural		1 mile	1/2 mile	See Section 3.2.5
4B	Urban/Urbanizing		1/2 mile	1/4 mile	1/2 mile
4C	Urban Core		300-660 feet dependent upon block length		1/4 mile
5	**Minor Arterials**				
5A	Rural	Minor Arterials	1/2 mile	1/4 mile	See Section 3.2.5
5B	Urban/Urbanizing		1/4 mile	1/8 mile	1/4 mile
5C	Urban Core		300-660 feet, dependent upon block length		1/4 mile
6	**Collectors**				
6A	Rural	Collectors	1/2 mile	1/4 mile	See Section 3.2.5
6B	Urban/Urbanizing		1/8 mile	Not Applicable	1/4 mile
6C	Urban Core		300-660 feet, dependent upon block length		1/8 mile
7	**Specific Area Access Management Plans**				
7	All	All	By adopted plan		

Table 41: Anoka County Access Spacing Guidelines

	Roadway Type	Principal Arterial			Arterial Expressway	Minor Arterial			Collector and Local			Specific Access Plan
	Route Speed (miles per hour)	50 – 55	40 – 45	< 40	50 – 55	50 – 55	40 – 45	< 40	50 – 55	40 – 45	< 40	By adopted plan/agreement/covenant on land
Intersection Spacing	Full Movement Intersection	1 mi.	1/2 mi.	1/8 mi.	1 mi.	1/2 mi.	1/4 mi.	1/8 mi.	1/2 mi.	1/8 mi.	1/8 mi.	
	Conditional Secondary Intersection	1/2 mi.	1/4 mi.	300 – 660 ft.	1/2 mi.	1/4 mi.	1/8 mi.	300 – 660 ft.	1/4 mi.	NA	300 – 660 ft.	
Signal Spacing		1 mi.	1/2 mi.	1/4 mi.	1 mi.	1/2 mi.	1/4 mi.	1/4 mi.	1/2 mi.	1/4 mi.	1/8 mi.	
Private Access		Subject to conditions for all roadway types and speeds										

Recommendations from Recent Plans and Studies

A number of recent planning efforts have been completed that identify potential improvements to the City of Ramsey's transportation system. This section describes these studies and summarizes their recommendations.

Highway 10 Access Planning Study

In 2014, MnDOT completed the Highway 10 Access Planning Study to identify safety and mobility along the US 10 corridor between the Anoka/Sherburne County line and the Rum River. Specifically, the purpose of the study was to identify high-benefit improvements that are fiscally responsible so that improvements can be funded, programmed, and implemented incrementally. The study area was divided into subareas and concepts were developed and evaluated, and recommendations for individual projects were broken into immediate priority, short-term priority projects, mid-term priority projects, and opportunity/development/safety-driven projects. The recommended projects specific to the City of Ramsey include the following:

- Immediate Priority projects
  - Construct North Frontage Road from Sunfish Lake Boulevard to Anoka Technical College
  - Construct North Frontage Road from Ramsey Boulevard to Sunfish Lake Boulevard
  - Construct South Frontage Road from Traprock Street to Ramsey Boulevard
- Short-Term Priority projects
  - Extend Riverdale Drive east of Tungsten Street (two alignment options)
- Mid-Term Priority projects
  - Grade separation at Sunfish Lake Boulevard – Highway 10 flyover with access or overpass with right-turn access
  - Grade separation at Ramsey Boulevard – Highway 10 flyover with access or overpass with right-turn access
- Opportunity/Development/Safety Driven Priority projects
  - Purchase ROW north of US 10 and west of Ramsey Boulevard
  - Extend Civic Center Drive to Ramsey Boulevard
  - Railroad grade separation at Sunfish Lake Boulevard
  - Railroad grade separation at Ramsey Blvd
  - Extend 156th Street from Jarvis Street to Alpine Drive
  - Construct a Reduced Conflict U-Turn (RCUT) intersection at US 10 and Alpine Drive
  - Construct a Reduced Conflict U-Turn (RCUT) intersection at US 10 and Bowers Drive
  - Extend Riverdale Drive from Bowers Drive to Llama Street

Mississippi Skyway Preliminary Engineering Report

In 2014, the City of Ramsey completed the Mississippi Skyway Preliminary Engineering Report to identify potential alignments for a new pedestrian bridge crossing of US 10 near Riverdale Drive. This study also produced a preliminary analysis of alternative profiles and aesthetic design options, along with impacts associated with various alternatives. This study recommended an open air bridge with a helix approach ramp located just south of Riverdale Drive. A preferred bridge concept was also identified, with a prefabricated steel truss including dual modified bowstring arches.

Future Roadway System

This section addresses future roadway improvement needs and roadway design guidelines.

Roadway Capacity – Traffic Forecasting

To determine future roadway capacity needs, year 2040 traffic forecasts were prepared using the Metropolitan Council travel demand model. The 2040 projections were compared against the assumed 2040 roadway network to see where roadway segment capacity deficiencies may result. The 2040 roadway network assumed for this analysis is the same as the current roadway network, as the City and County Capital Improvement Plans (CIPs) do not include any projects that add significant capacity to the roadway network.

While the travel demand model is a valuable tool for identifying future traffic based on the proposed land use impacts, it is not meant for use in detailed traffic operations studies. For a more accurate representation of the transportation impacts from specific developments, detailed traffic studies should be conducted to determine the operational impacts on adjacent roadways and intersections.

A central concept of travel demand forecasting is the use of Transportation Analysis Zones (TAZs). Each forecast study area, in this case, the City of Ramsey, is divided into a series of TAZs. Each TAZ has population, employment, and household data that is used by the model to assign trips to the various network roadways. **Figure 19** displays Metropolitan Council TAZs within Ramsey.

The results of the Ramsey modeling process are summarized in **Figure 20**, which displays Metropolitan Council 2040 projected average daily traffic volumes compared to the existing (2012–2015) traffic volumes.

Tables 42 provides a summary of existing and forecasted demographic growth by TAZ for Ramsey through the year 2040. The Ramsey population is forecasted to reach 39,150 by the year 2040, with households and employment increasing by approximately 5,500 and 3,600 respectively. Allocated demographic growth and associated land use was located throughout the community. Higher density residential was generally allocated to the southern portion of the city, with commercial and multi-optional development areas also generally identified within the southern portion of the city, consistent with the Center of Ramsey (COR) land use plan. For more information about the demographic allocation and associated land use forecast, please refer to the Ramsey Land Use Plan in Chapter 2 of the Ramsey Comprehensive Plan.

Figure 17: Transportation Analysis Zones

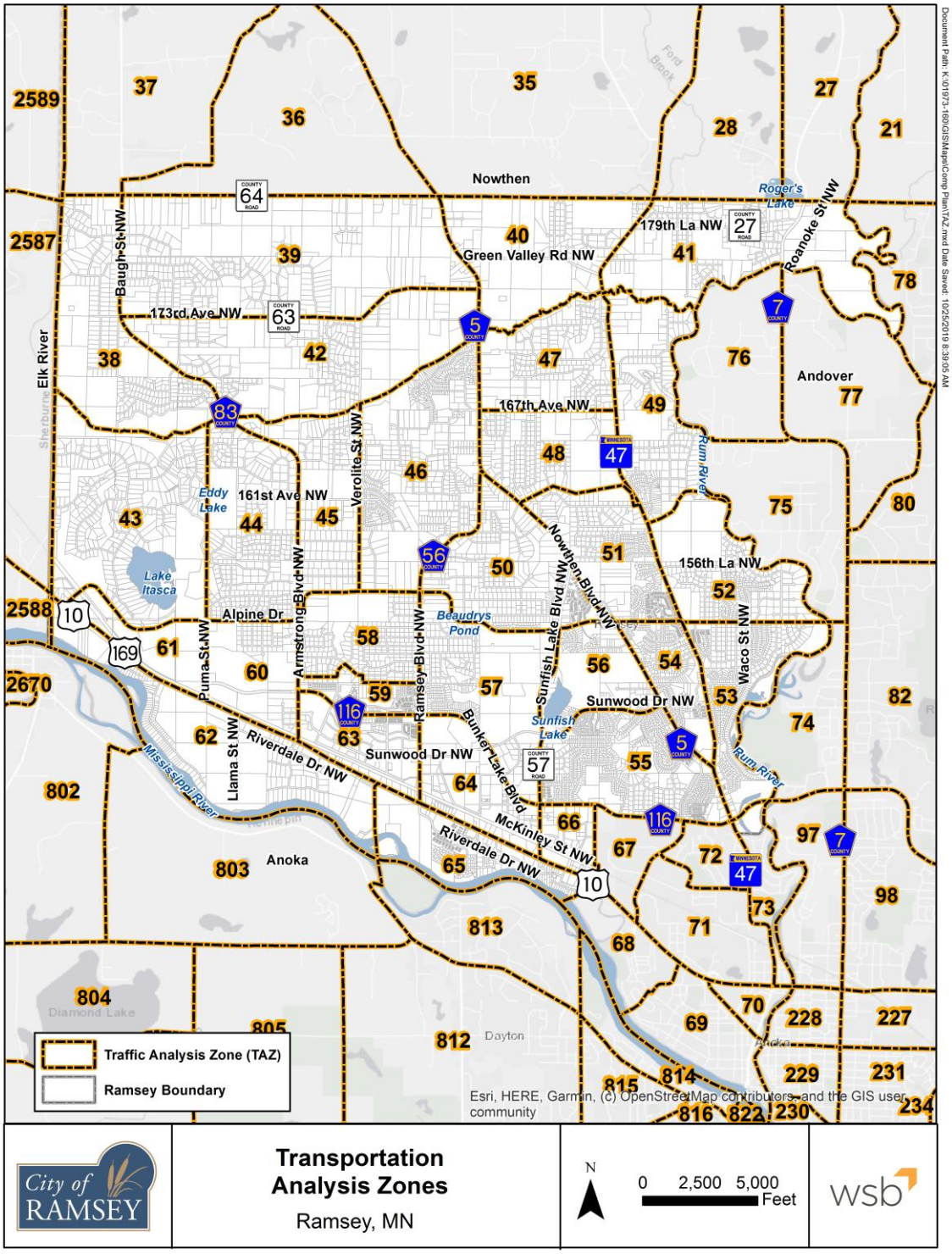


Figure 18: Existing Traffic Volume & Adjusted Met Council Forecast

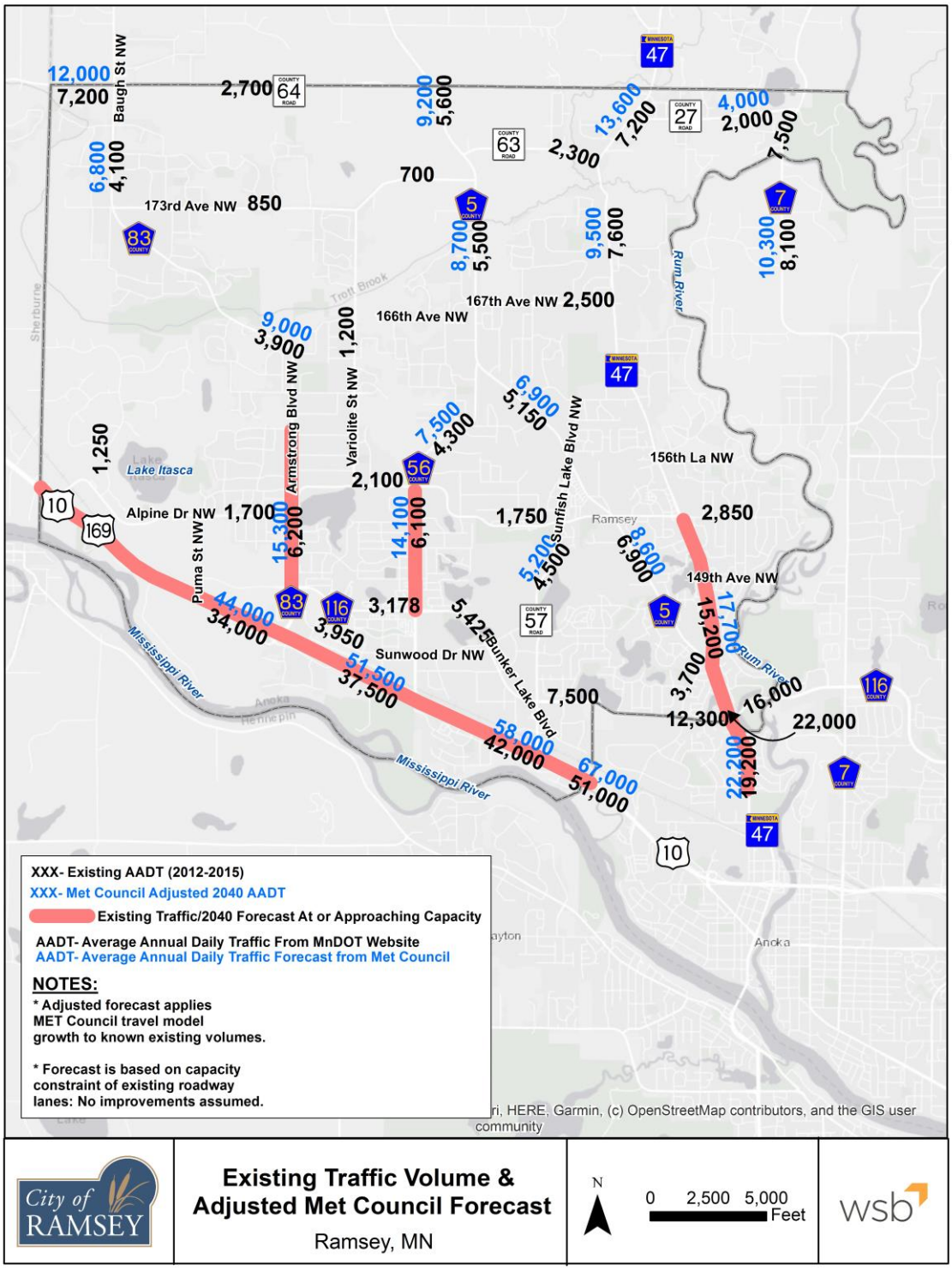


Table 42: Ramsey 2040 Land Use Plan TAZ Growth Allocation

Change from 2030-2040			EMP2040	HH2040	POP2040	Change from 2020-2030			EMP2030	HH2030	POP2030	Change from 2010-2020			EMP2020	HH2020	POP2020	EMP2010	HH2010	POP2010	TAZ
EMP	HH	POP				EMP	HH	POP				EMP	HH	POP							
0	67	159	11	434	1145	0	86	198	11	367	986	5	47	88	11	281	788	6	234	700	38
3	89	212	16	515	1355	3	105	243	13	426	1143	-10	55	150	10	321	900	20	266	750	39
3	112	293	192	309	831	9	76	198	189	197	538	54	19	18	180	121	340	126	102	322	40
4	2	-1	12	211	600	5	2	-6	8	209	601	-12	0	76	3	207	607	15	207	531	41
1	398	1,243	53	734	3161	2	96	1,232	52	336	1918	34	45	89	50	240	686	16	195	597	42
4	37	70	224	574	1558	41	116	281	220	537	1488	19	96	155	179	421	1207	160	325	1,052	43
2	66	153	64	532	1443	9	117	291	62	466	1290	30	84	257	53	349	999	23	265	742	44
0	28	59	9	323	847	0	50	113	9	295	788	4	85	219	9	245	675	5	160	456	45
1	48	95	33	696	1824	1	104	226	32	648	1729	10	186	469	31	544	1503	21	358	1,034	46
1	60	150	36	342	919	2	54	132	35	282	769	-8	21	-10	33	228	637	41	207	647	47
2	32	78	198	285	766	7	38	87	196	253	688	176	17	24	189	215	601	13	198	577	48
5	9	17	81	237	672	10	9	13	76	228	655	9	4	-23	66	219	642	57	215	665	49
0	50	109	20	662	1770	1	77	165	20	612	1661	0	39	145	19	535	1496	19	496	1,351	50
1	30	46	90	749	1988	5	75	145	89	719	1942	-5	44	-67	84	644	1797	89	600	1,864	51
8	3	-10	20	321	898	5	3	-15	12	318	908	4	0	-115	7	315	923	3	315	1,038	52
15	9	-23	233	588	1588	23	9	-37	218	579	1611	-4	-7	-144	195	570	1648	199	577	1,792	53
61	5	-2	310	401	1078	75	7	-16	249	396	1080	65	31	21	174	389	1096	109	358	1,075	54
2	18	-12	156	1304	3438	6	22	-62	154	1286	3450	22	-5	-273	148	1264	3512	126	1,269	3,785	55
15	5	3	129	165	430	18	3	-9	114	160	427	-25	-1	-53	96	157	436	121	158	489	56
26	2	12	805	240	694	26	4	-1	779	238	682	255	-7	-32	753	234	683	498	241	715	57
0	-11	-48	3	389	1018	0	32	50	3	400	1066	2	115	291	3	368	1016	1	253	725	58
5	67	154	106	466	1215	8	85	195	101	399	1061	-41	114	344	93	314	866	134	200	522	59
-4	218	582	639	473	1290	176	149	54	643	255	708	416	46	475	467	106	654	51	60	179	60
12	50	128	56	86	227	13	-36	-317	44	36	99	19	72	416	31	72	416	12	0	0	61
165	233	1,602	776	809	3546	433	391	1,444	611	576	1944	96	62	187	178	285	500	82	123	313	62
114	350	676	982	967	3015	33	233	975	868	617	2339	409	209	917	835	384	1364	426	175	447	63
142	2	1	1756	82	227	-131	1	-2	1614	80	226	166	-2	-18	1745	79	228	1,579	81	246	64
2	21	54	428	606	1606	102	112	273	426	585	1552	174	98	257	324	473	1279	150	375	1,022	65
10	0	0	962	0	1	35	0	0	952	0	1	252	0	1	917	0	1	665	0	0	66
2	0	1	20	21	49	1	1	-2	18	21	48	4	0	18	17	20	50	13	20	32	73
600	2,000	5,800	8,400	13,500	39,150	900	2,000	5,800	7,800	11,500	33,350	2,120	1,467	3,882	6,900	9,380	27,550	4,780	8,033	23,668	2040 Land Use Plan Totals

2040 Future Roadway Capacity Improvement Needs

To identify the need for potential future capacity improvements, Metropolitan Council 2040 forecasts were compared to planning-level roadway capacities for Principal and A-Minor Arterial Roadways. Planning-level roadway capacities used for this analysis are illustrated in **Table 36** of this chapter. Based on this comparison, most roadways in the city have adequate capacity to accommodate forecasted Metropolitan Council 2040 travel volumes with little to minimal congestion. These roadways are expected to function well through the 2040 planning horizon.

Based on these planning level roadway capacities, portions of TH 47, US 10, Armstrong Boulevard (CSAH 83), and Ramsey Boulevard (CSAH 56) are expected to exceed capacity in 2040. TH 47 is currently a rural two-lane roadway with a planning-level capacity of 10,000–12,000 and a forecasted 2040 volume of 9,600–22,200. US 10 is a four-lane divided roadway with a planning-level capacity of 28,000–32,000 and a forecasted 2040 volume of 44,000–67,000. Armstrong Boulevard (CSAH 83) and Ramsey Boulevard (CSAH 56) each vary between two and four lanes within Ramsey, but each roadway includes a segment where the forecasted 2040 volume would surpass the associated planning-level capacity for a two-lane undivided roadway of 10,000–12,000 (15,300 for Armstrong Boulevard and 14,100 for Ramsey Boulevard). US Highway 10 also has forecasted 2040 volumes that exceed its capacity through Ramsey. Accordingly, motorists will likely experience some congestion along these roadways during the 2040 planning horizon.

Existing and Planned Non-Motorized Transportation Network

This section addresses network needs for walking and bicycling within Ramsey. This section also addresses the needs of people using wheelchairs and assistive mobility devices such as mobility scooters, as they are considered pedestrians.

Enhancing the non-motorized elements of the Ramsey transportation system is a key goal in terms of improving transportation sustainability in the city and in the region. This approach gives residents an alternative to driving, supports transportation options for people who do not have consistent access to a personal vehicle, and encourages healthy activities and lifestyles.

This section includes information on the existing non-motorized transportation network within Ramsey, connections to land use planning, the planned local non-motorized transportation network, and the planned regional non-motorized transportation network. This section also includes recommendations for intersection improvements and design best practices.

Existing Non-Motorized Transportation Network

The non-motorized transportation network in Ramsey is comprised of sidewalks, on-street bicycle lanes/shoulders, local multi-use trail, and regional trail. As shown in **Figure 19**, there is existing sidewalk on many of the streets in the COR and on some residential streets in other areas of the city. There are also approximately 38 miles of city trails, which are largely paved with asphalt and primarily adjacent to roadways, connecting parks, schools, and other destinations within the city.

Additionally, there are two regional multi-use trails located in the City of Ramsey. The Central Anoka Regional Trail is an existing Anoka County regional trail that, when complete, will be 26 miles long, beginning at the Mississippi West Regional Park in Ramsey and ending at the Anoka-Washington County line. The completed portions of the trail within Ramsey are located along Bunker Lake Boulevard and Ramsey Boulevard. A route for the Mississippi River Regional Trail (which is also part of a national bikeway) crosses the southern portion of the city using a combination of on-street and off-street facilities.

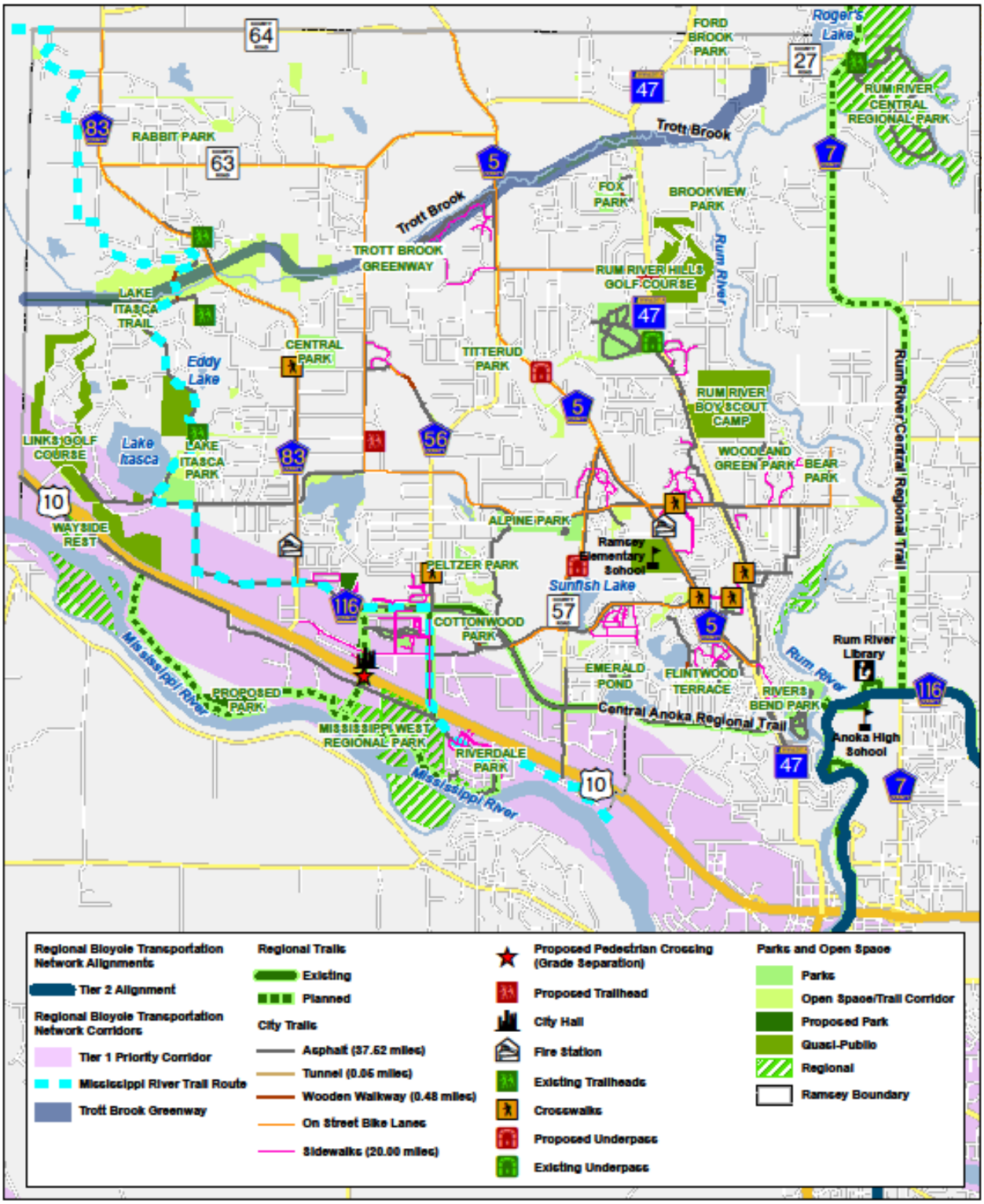
Connections to Land Use Planning

Ramsey has development patterns largely consistent with its designation as an Emerging Suburban Edge community. In many areas of the city, existing residential development is lower in density compared with many urban and suburban areas, reflecting a community that has developed relatively recently. As a result, most commercial land uses are separated from largely single-family residential land uses. This means that people walking and bicycling must cover greater distances to reach commercial areas from their homes. In these areas of the city, development patterns are likely better suited to bicycling than walking for transportation for most trips due to the distance between residential and commercial areas of the city. However, the COR area demonstrates existing and planned land use patterns that are more similar to urban or suburban areas, including transit facilities and a mix of land uses at higher densities, along with a more regular street grid. In this area, development patterns are better-suited to bicycling and walking.

The city's land use planning and coordination with developers can help improve opportunities for walking and bicycling for transportation. The city can continue to encourage mixed-use development that situates residents within a short walk of commercial destinations. The city can also work with developers to construct sidewalks and trails within developments. Additionally, the

city can require pedestrian and bicycle connections in areas where the roadway network does not connect, such as cul-de-sac connector trails that provide shortcuts for people walking and bicycling.

Figure 19: Non-Motorized Transportation Network



Planned Local Non-Motorized Transportation Network

The city's planned local non-motorized transportation network includes sidewalk, paved multi-use trails, and on-street bicycle lanes or shoulders. The existing and proposed network is shown in **Figure 19**. When the network is complete, it will provide safe, convenient linkages between residential areas and commercial, institutional, and recreational areas within the city. This includes filling existing network gaps and adding facilities adjacent to developing areas. The planned network also includes completion of the Trott Brook Trail Corridor, which would generally follow Trott Brook from the city's border with Elk River to Rum River Regional Park. The network will improve options for people to walk and bicycle for transportation within the city, and facilitate regional connections (described in greater detail in the following section).

The planned non-motorized transportation network also includes construction of the planned Mississippi Skyway, a bicycle and pedestrian bridge that would cross US 10, providing a dedicated crossing between the COR and Mississippi West Regional Park for non-motorized users. While the project is being led by the City of Ramsey and is important in providing a local connection between the COR and the Mississippi River area, the Mississippi Skyway would be a key regional connection, likely becoming part of the Central Anoka Regional Trail and providing a key connection to the Mississippi River Regional Trail (MRRT).

Planned Regional Non-Motorized Transportation Network

The Metropolitan Council 2040 TPP encourages the use of bicycles as a mode of transportation and establishes a Regional Bicycle Transportation Network (RBTN) to establish an integrated network of on-street bikeways and off-road trails that complement each other to improve conditions for bicycle transportation at the regional level. The RBTN identifies Tier 1 and Tier 2 alignments where existing regional or other trails exist or where a specific alignment has been identified. The RBTN also identifies Tier 1 and Tier 2 corridors where specific alignments have not yet been defined.

Within Ramsey, the RBTN identifies one Tier 1 RBTN corridor. The corridor follows the alignment of US 10 west–east along the Mississippi River and the southern border of the city. This corridor substantially contains completed or planned off-street segments of the MRRT. In 2017, a segment of the MRRT was constructed within the US 10 right of way between Mississippi West Regional Park and the city's border with Elk River. The county's planned ultimate alignment for MRRT will include a segment closer to the river. The timing for construction of this portion of the MRRT is dependent on the pace of development in the area and available funding. The city proposes the ultimate MRRT alignment as the RBTN alignment.

The Rum River Regional Trail is a planned Anoka County trail that, when completed, would be 20 miles long stretching north to south through the county along the east side of the Rum River. A short segment of this trail is planned to pass through the City of Ramsey along CSAH 7 and connecting to Rum River Central Regional Park in the northeastern portion of the city. Anoka County also plans to complete the Central Anoka Regional Trail through the city, completing existing gaps in the trail. The city and county plan to realign Central Anoka Regional Trail to pass through the COR and over the Mississippi Skyway. This would provide an off-road connection to Mississippi West Regional Park.

The existing and proposed regional network is shown in **Figure 19**.

Roadway Crossing Improvements for Bicycling and Walking

Through public outreach, a number of intersections and other locations throughout the city have been identified for potential improvements based on safety issues for crossing pedestrians and bicyclists. In these locations, potential improvements could be made by adding or improving pavement markings or signals, constructing traffic calming elements, shortening crossing distances, and/or providing pedestrian refuges. In most cases, addition of these features would be evaluated and conducted as opportunities arise. For example, crossing improvements would be considered in concert with adjacent roadway improvements or as development/redevelopment occurs in an area.

Non-Motorized Transportation Design Considerations

Design dimensions for sidewalks are recommended to be five-feet or wider, with a minimum of a four-foot-wide boulevard between the sidewalk and the curb. Increased separation improves pedestrian comfort and provides space for street signs and snow storage.

Design considerations for bicycle facilities are somewhat more complicated due to the hierarchy of facility types. In order of their ability to provide a comfortable bicycling environment from largest improvement to smallest, facilities include: off-street facilities, protected bikeways, buffered bicycle lanes, conventional bicycle lanes, bicycle boulevards, and wide paved shoulders. **Figure 8** shows examples of these facility types.

Multi-use trails are recommended to be a minimum of eight-feet wide. Regional trails are recommended to be a minimum of ten-feet wide due to higher use and the design requirements to comply with federal funding. Trails must have a two-foot wide clear zone on either side to reduce hazards for bicyclists and provide a recovery zone if a bicyclist leaves the edge of the trail. The clear zone can be paved or turf surface. No signs, furnishings, trees, or other obstructions can be in the clear zone.

Paved shoulders should be a minimum of four-feet wide if intended for bicycle and pedestrian use. Four-foot wide shoulders are adequate on streets with traffic volumes below 1,000 vehicles per day. Six- to eight-foot shoulders are recommended when traffic volumes exceed 1,000 vehicles per day. A wider shoulder improves pedestrian and bicyclist safety and comfort when vehicle traffic speeds and volumes are higher.

As non-motorized facilities are planned and designed, the city should consult additional planning and design resources, including:

- Minnesota's Best Practices for Pedestrian/Bicycle Safety, MnDOT
- Bikeway Facility Design Manual, MnDOT
- Minnesota Manual on Uniform Traffic Control Devices, MnDOT
- NACTO Urban Bikeway Design Guide, Second Edition, National Association of City Transportation Officials
- Guide for the Development of Bicycle Facilities, American Association of State Highway and Transportation Officials
- Guide for the Planning, Design, and Operation of Pedestrian Facilities, American Association of State Highway and Transportation Officials
- Complete Streets Implementation Resource Guide for Minnesota Local Agencies, MnDOT
- Public Rights of Way Accessibility Guidelines (PROWAG), US Access Board

A Complete Streets approach to planning and implementing non-motorized facilities, as described in the MnDOT Complete Streets Implementation Resource Guide, can provide a helpful framework for creating a community-supported, safe, comfortable, and convenient transportation network that serves all modes. A Complete Streets policy or process is intended to provide design guidance and implementation clarity, allowing the community and project designers to advance individual projects in a collaborative and cost-efficient manner.

Accessibility is a very important consideration for non-motorized design. All new pedestrian and bicycle facilities must meet the ADA accessibility guidelines established in PROWAG. The guidelines in PROWAG address the design needs of people with physical and/or visual impairments. Accessibility will become increasingly important over the next 20 years due to demographic changes. Baby boomers are aging and the population over age 65 is increasing. People over 65 are more likely to have physical and/or visual impairments that affect their ability to get around.



Off-street Facility
Source: www.pedbikeimages.org / Laura Sandt



Conventional Bicycle Lane
Source: www.pedbikeimages.org / Jennifer Compos



Protected Bikeway
Source: NACTO Urban Bikeway Design Guide



Bicycle Boulevard
Source: NACTO Urban Bikeway Design Guide



Buffered Bicycle Lane
Source: www.pedbikeimages.org / Lyubov Zuyeva



Wide Paved Shoulder
Source: www.pedbikeimages.org / Laura Sandt

Freight

Freight transportation in Ramsey is primarily served by one rail line and arterial roadways. **Figure 20** shows the city's freight system and potential freight generators. A Burlington Northern Santa Fe (BNSF) rail line passes through the southern portion of the city, adjacent to TH 10.

There are no large freight traffic generators or intermodal facilities within the city. Most truck and rail traffic are passing through Ramsey on trips to, from, and through the Twin Cities. Freight traffic generators within Ramsey are located along the BNSF rail line and TH 10. Freight generators include concentrations of industrial and commercial land uses along the TH 10 corridor.

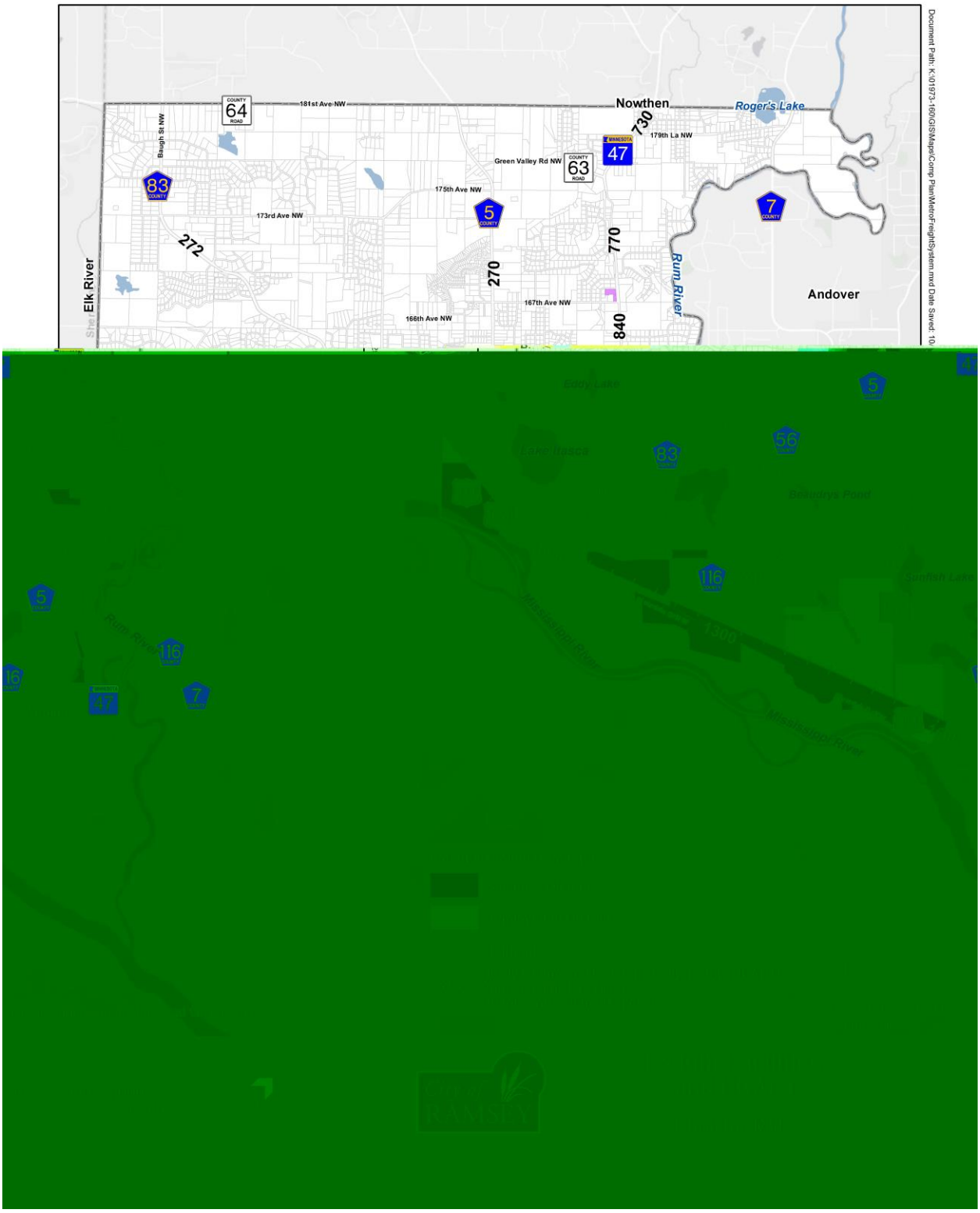
Figure 20 also shows Heavy Commercial Average Annual Daily Traffic (HCAADT) within the City of Ramsey. TH 10 carries the greatest number of heavy commercial vehicles (1,600 vehicles per day). TH 47 also carries a substantial amount of heavy commercial traffic within the city. The 2017 Regional Truck Highway Corridor study identifies TH 10 as a Tier 2 Corridor on the regional freight network.

The BNSF rail line carries 40–80 trains per day through Ramsey, depending on market conditions, which includes 12 Northstar Commuter Rail trains and 2 Amtrak trains. The Metropolitan Council 2040 TPP notes that freight rail traffic has increased substantially since 2010. Throughout the region, freight rail traffic is expected to increase, especially as the regional population continues to grow.

With the recent construction of a grade separation at Armstrong Boulevard, there are three remaining locations in the city where the BNSF rail line crosses public roadways at grade: Alpine Drive, Ramsey Boulevard, and Sunfish Lake Boulevard. Each of these crossings is controlled by flashing lights and gates. The Ramsey Boulevard crossing includes sidewalk and the Sunfish Lake Boulevard crossing includes multi-use trail.

The Metropolitan Council 2040 TPP acknowledges several freight challenges that impact the city and the region. As mentioned above, freight traffic is expected to increase and place pressure on the region's highway and rail systems. East-west traffic on the BNSF lines has increased in recent years in part due to growth in the Bakken oil fields of North Dakota and Montana. Safety is also an increasing concern, particularly rail safety as related to Bakken crude oil being transported through the region on the BNSF lines. The volume of rail traffic has therefore raised concerns about compatibility between freight traffic and adjacent land uses. While land use adjacent to the city's primary freight routes is generally compatible with these uses (industrial, commercial, etc.), there are several areas of existing and planned multi-family residential housing or mixed use that lie adjacent to the rail lines, particularly in the COR area.

Figure 20: Freight Facilities and HCADT



Transit

Ramsey is located within the Transit Capital Levy District as shown in the Metropolitan Council 2040 TPP. The TPP further classifies the metropolitan area into transit markets based on demographic and urban design factors. Ramsey is located in Market Area IV and Market Area V. Market Area IV generally supports public dial-a-ride services and can support peak-period express bus services if a sufficient concentration of commuters likely to use transit service is located along a corridor. However, with the presence of the Northstar transitway, Ramsey has a unique level of transit service for a city in Market Area IV. In addition, the City has a transit advantage along Highway 10 in the form of existing shoulder lands from Armstrong Boulevard to the City of Ankoa.

Market Area V is generally all forms of Rural and Agricultural but does include the unique freestanding town centers of Stillwater, Waconia, Forest Lake, and Hastings; Market Area V is generally characterized by low-density development or undeveloped land not well suited for regular-route transit service.

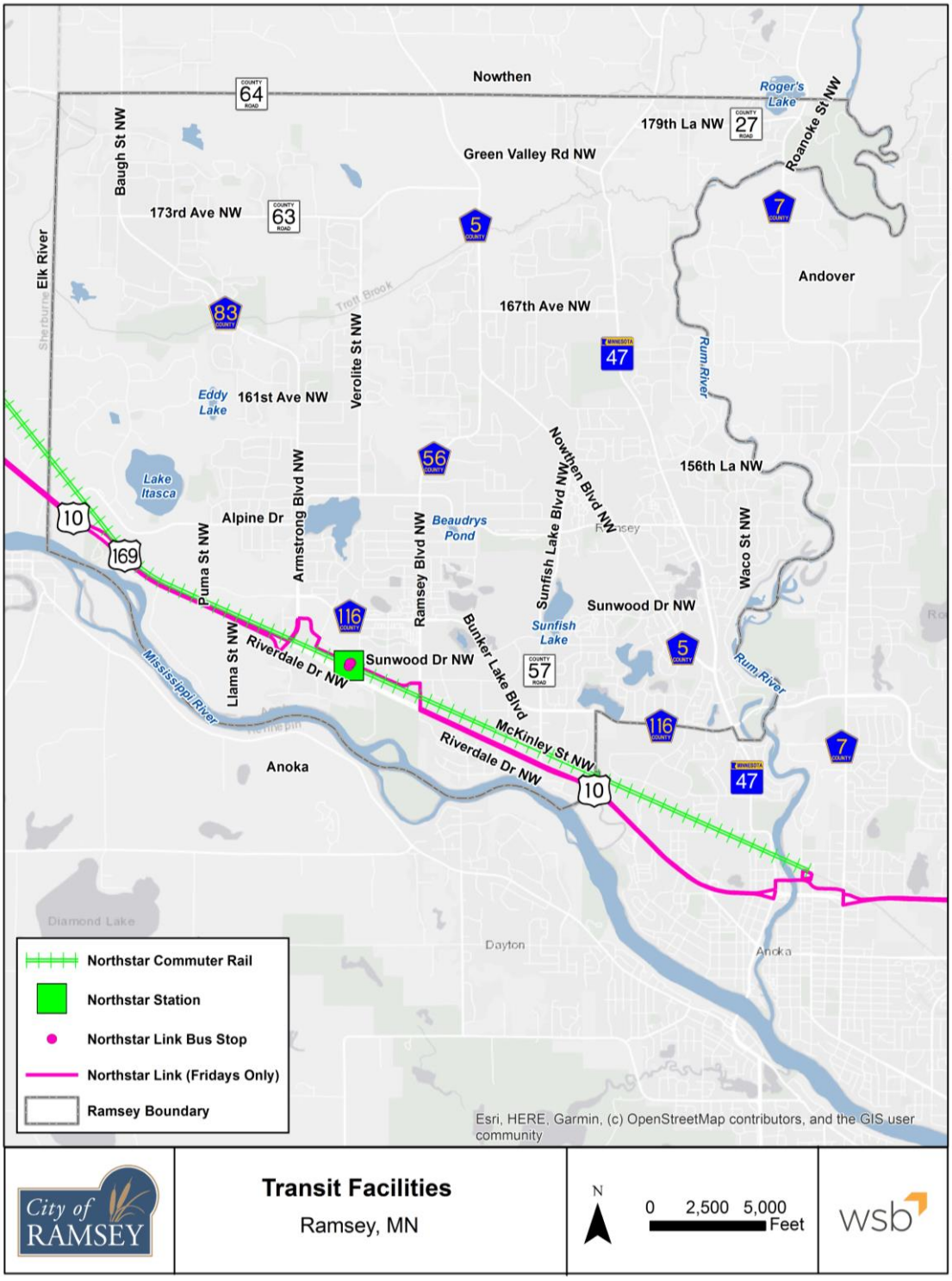
The Northstar transitway is a commuter rail line that runs six daily round trips between Big Lake and downtown Minneapolis, with stations in Elk River, Ramsey, Anoka, Coon Rapids, and Fridley. It uses the BNSF rail corridor, and the Ramsey station is located within the COR area, supporting transit-oriented development and providing an alternative for Ramsey residents commuting to Minneapolis. The station includes a park-and-ride lot with 350 free parking spaces as well as ticket machines, seating, and covered and enclosed waiting areas. The Northstar Link also provides commuter bus service to Ramsey on Fridays. Transit facilities in Ramsey are shown on **Figure 21**.

In addition to the fixed-route transit options, the city is also served by Anoka County Transit Link, a dial-a-ride service for the general public. Transit Link provides connections to destinations within Anoka County. Transit Link also connects to regular route transit for trips within the metro area, including outside of Anoka. Ramsey residents also have opportunities to participate in the Metro Vanpool program. This program provides financial assistance for vanpools to serve areas with limited regular-route transit service.

A small area of the City is also served by Metro Mobility. Metro Mobility is a shared ride public transportation service for certified riders who are unable to use regular fixed-route buses due to a disability or health condition. Trips are provided for any purpose.

The TPP's transit investment plan does not show any additional regional transitway investments planned for Ramsey in the current revenue scenario. The city is interested in exploring the feasibility of future bus service between Ramsey Station and Anoka Technical College. Following additional growth in the COR, demand may be sufficient in the future to provide this service. There is also interest in partnering with Anoka Commuter Solutions in the future to provide circulator-type service between the city and Anoka and Coon Rapids, connecting the Northstar station and the COR with employment areas in neighboring communities.

Figure 21: Transit Facilities



Aviation

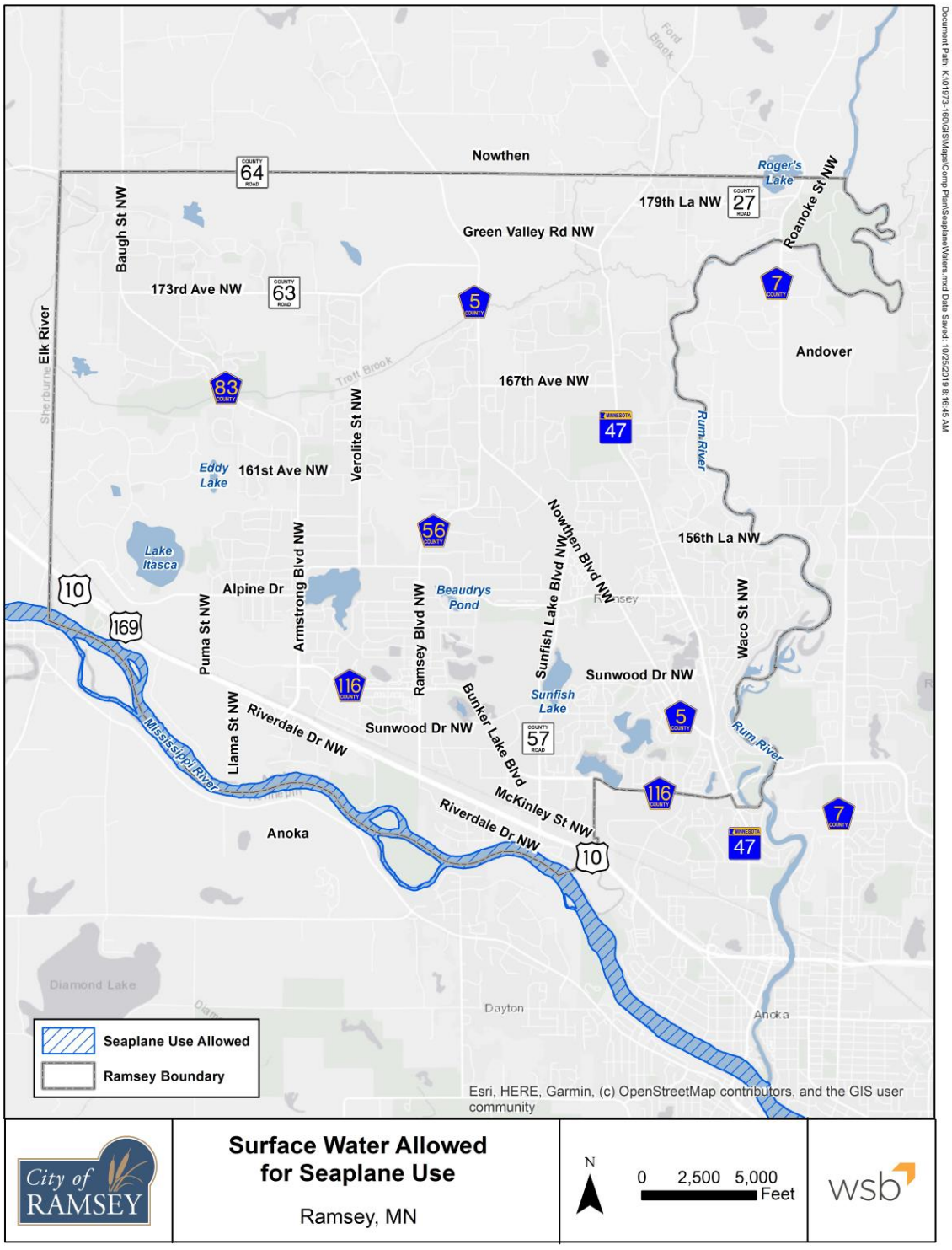
There are currently no existing or planned aviation facilities within Ramsey. However, the city is responsible for airspace protection in order to reduce hazards to air travel within the region. The closest airport is the Anoka County-Blaine Airport, approximately 10 miles southeast of Ramsey.

Due to the distance to the nearest airport, there are no radio beacons or other air navigation aids located in off-airport locations in Ramsey. The city is not within an area of influence, and is therefore not subject to associated land use restrictions.

Any person or organization who intends to sponsor the construction or alteration of a structure affecting navigable airspace as defined in Federal Regulation Title 14; Part 77 needs to inform the Federal Aviation Agency (FAA) of the project. This notification is accomplished through the completion and submittal to FAA of Form 7460-1, Notice of Proposed Construction or Alteration. In Ramsey, this requirement applies to any construction or alteration exceeding 200 feet above ground level. The city's zoning code also requires the zoning administrator to provide notification to MnDOT when an applicant proposes construction or alteration of a structure that would exceed 200 feet.

There are currently no heliports in Ramsey or any known plans to construct one. As shown on **Figure 22**, the Mississippi River within the city is identified by MnDOT as an authorized landing site for seaplanes.

Figure 22: Surface Waters Allowed for Seaplane Use



Transportation Strategies and Actions

This Plan, and the city's actions over the next 20 years, will be guided by the following transportation goals, objectives, and strategies.

Strategies and Actions

Table 43 below displays the goals and of the Ramsey Transportation Plan. These goals represent the city's overall vision for transportation over the next 20 years. The strategies listed in the following section provide guidance that the city can use to reach the transportation objectives.

Table 43: Transportation Plan Goals and Objectives

Strategies	Actions
1. Facilitate efficient movement of people within and through the city	1.1. Improve local roadway system connectivity to county roadways and state highways.
	1.2. Provide safe and efficient routes for emergency and public safety vehicles.
	1.3. Provide adequate capacity to relieve congestion.
	1.4. Encourage sound access management.
	1.5. Preserve necessary rights-of-way for the 20-year planning horizon and beyond.
2. Facilitate efficient movements of goods within and through the city	2.1. Maintain a safe and effective network of roadways for freight movement.
	2.2. Coordinate with MnDOT and Anoka County to proactively address freight safety.
3. Provide a transportation system that is integrated with land use and development	3.1. Coordinate transportation system investments with the City of Ramsey Land Use Plan.
	3.2. Connect land use districts and provide safe access to major activity areas.
	3.3. Design, construct, and maintain roadways that fit the character of the adjacent land use (rural vs. urban development areas).
	3.4. Require private residential streets be designed to city standards.
4. Improve transportation safety for all users and modes of transportation	4.1. Implement safety improvements to address high crash locations.
	4.2. Proactively address bicycle and pedestrian safety concerns along roadways and at crossings.

	4.3. Bring sidewalks, trails, and intersections into compliance with ADA.
	4.4. Support traffic calming and design to minimize speed on minor city collectors and local roadways.
5. Develop a safe and convenient multimodal transportation system	5.1. Invest in multi-modal transportation solutions including bicycle and pedestrian infrastructure.
	5.2 Consider a "complete streets" approach to designing and constructing roadways in high pedestrian and bicycle traffic corridors.
	5.2. Preserve adequate right of way for sidewalk and trail construction.
6. Conserve and enhance environmental resources	6.1. Support investments in bicycle, pedestrian, and transit infrastructure to reduce environmental impacts of transportation.
	6.2. Manage storm water effectively and minimize the construction of new impervious surfaces.
	6.3. Support native plant landscapes along roadways.
	6.4. Design new roadways to preserve natural features.
7. Maintain the Existing Transportation System	7.1. Regularly assess transportation maintenance needs and include roadway, trail pavement, and other transportation infrastructure maintenance in the City of Ramsey Capital Improvement Program.

Multimodal Strategies

The multimodal strategies listed in this section are specific, actionable steps that the city can take in support of the goals of this Plan. These strategies are based upon existing and future transportation needs as described in detail in the previous sections of this Plan.

Each strategy is tied to one or multiple goals; however, not all goals are associated with a specific strategy. In these cases, the city's goals apply across individual projects, and the city will identify opportunities to achieve them throughout its existing project and policy development processes. **Table 44** on the following pages describes each strategy, notes which goal(s) is/are related to each strategy, and identifies the lead agency for the strategy. **Figures 23–25** following the tables illustrate the location-specific strategies geographically.

Table 44: Transportation Implementation Strategies

Location	Type of Improvement	Action	Lead Agency(ies)
CR 63/TH 47/179th Avenue NW (CR 27 from CSAH 83 to Roanoke Street NW	Corridor Study	Conduct a multimodal safety/operations corridor study to evaluate potential elimination of intersection jog at Green Valley Road NW/County Road 5/175th Avenue NW. Also evaluate overall safety operations along entire corridor to evaluate speed, shoulder adequacy, signing, bicycling and pedestrian safety, traffic enforcement etc.	Anoka County/ City of Ramsey
East/West Collector between CR 63 (Green Valley Road) and Bunker Lake Boulevard (CSAH 116)	Corridor Study	Conduct a multimodal corridor feasibility study to evaluate purpose and need and potential alignment alternatives for a new east/west collector roadway connecting Armstrong Boulevard (CSAH 83) to TH 47.	City of Ramsey
Mississippi River Crossing	River Crossing Study	Conduct a feasibility study to evaluate purpose and need and potential alignment alternatives for a new Mississippi River crossing connecting the City of Ramsey to the City of Dayton	City of Ramsey/ City of Dayton/ Anoka County/ Hennepin County
Bunker Lake Boulevard (CSAH 116) and Puma Street NW from Alpine Drive to CSAH 7	Corridor Study	Conduct a multimodal corridor study to evaluate safety, operations, and capacity deficiencies. As part of this study, the segment between Ramsey Boulevard (CSAH 56) and Sunfish Lake Boulevard (CSAH 57) should specifically be considered for a four-lane divided expansion and signals at Sunwood Drive NW	Anoka County/ City of Ramsey
Armstrong Boulevard (CSAH 83) from Sunwood Drive to 161st Avenue NW	Corridor Study	Conduct a multimodal corridor study to evaluate safety, operations, and capacity deficiencies. As part of this study, a four-way stop, or other intersection control options should be considered at Alpine Drive and updates/enhancements to the pedestrian crossing and associated signage will be considered at 161st Avenue NW.	Anoka County/ City of Ramsey

TH 47 from north city limits to south city limits	Corridor Study	Conduct a multimodal corridor study to evaluate safety, operations, and capacity deficiencies.	MnDOT/ City of Ramsey
TH 10/Ramsey Boulevard (CSAH 56)	Interchange and Railroad Grade Separation	Construct full access grade-separated interchange including railroad grade separation of BNSF mainline railroad per Highway 10 Access Planning Study Report (September 2014) and Metropolitan Council Principal Arteria Intersection Conversion Study (January 2017) – "low priority" in Metropolitan Council Study	MnDOT/ City of Ramsey/ Anoka County
TH 10/ Sunfish Lake Boulevard (CSAH 57)	Interchange and Railroad Grade Separation	Construct full access grade-separated interchange including railroad grade separation of BNSF mainline railroad per Highway 10 Access Planning Study Report (September 2014) and Metropolitan Council Principal Arterial Intersection Conversion Study (January 2017) – "high priority" in Metropolitan Council Study	MnDOT/ City of Ramsey/ Anoka County
TH 10	Frontage Roads	Construct north and south frontage roads through the City of Ramsey consistent with the Highway 10 Access Planning Study Report (September 2014)	City of Ramsey/ MnDOT/ Anoka County
Alpine Drive and Armstrong Boulevard (CSAH 83)	Intersection Control	Explore need for intersection control and/or geometric improvements	City of Ramsey
Sunfish Lake Blvd/157th Lane and Nowthen Boulevard	Safety/ Operations	Evaluate intersection for potential left-turn lane or other geometric improvements	City of Ramsey
Bunker Lake Boulevard (CSAH 116)	Freight – Intelligent Transportation Systems (ITS)	Evaluate feasibility of installing advanced warning system to notify drivers of approaching trains along BNSF mainline to allow drivers time to consider alternate routes	Anoka County/City of Ramsey

TH 10/Tungsten Street NW	Freight – Truck Ingress and Egress	Coordinate with MnDOT to explore solution to truck ingress/egress	City of Ramsey/MnDOT
Ramsey Northstar Station	Transit Improvement	Consider long-term improvement of circulator shuttle bus service by Anoka Commute Solutions between Anoka businesses and the Ramsey Northstar Station	Anoka County/ Metro Transit
Ramsey Northstar Station	Transit Improvement	Consider long-term improvement of adding shuttle bus service between Anoka Technical College and the Ramsey Northstar Station	Anoka County/ Metro Transit
COR Area	Transit-Oriented Development	Continue to implement urban design and land use policies (including the Design Framework for the COR) supportive of transit use within the COR area, including compacted, mixed use development patterns and convenient multimodal connections to Ramsey Northstar Station	City of Ramsey
TH 10/Ramsey Northstar Station	Bicycle and Pedestrian Bridge	Construct Trunk Highway 10 pedestrian bridge extension of existing Ramsey Northstar Station pedestrian bridge between Ramsey Boulevard (CSAH 56) and Armstrong Boulevard (CSAH 83) consistent with the Mississippi Skyway Preliminary Engineering Report (December 2014)	City of Ramsey/MnDOT
Rum River Regional Trail Corridor	Bicycle and Pedestrian Improvements	Construct trail between Ramsey–Anoka border and Ramsey–Oak Grove border as opportunities arise	Anoka County
Mississippi River Regional Trail Corridor	Bicycle and Pedestrian Improvements	Construct final trail alignment along river as opportunities arise. Designate as Tier 1 RBTN alignment.	Anoka County/ City of Ramsey
Central Anoka Regional Trail Corridor	Bicycle and Pedestrian Improvements	Realign regional trail along Bunker Lake Blvd. and E. Town Center Dr. through COR and over Mississippi Skyway to Mississippi West Regional Park	Anoka County

Various Locations	Bicycle and Pedestrian Improvements	Sidewalks shall be installed with any street reconstruction project occurring within the City's urban service area	City of Ramsey
Various Locations	Bicycle and Pedestrian Improvements	Continue to proactively pursue opportunities to make off-road multiuse trails and on-road bicycle lane and wide shoulder network connections to existing trails, schools, parks, commercial nodes, and residential areas	City of Ramsey
Various Locations	Bicycle and Pedestrian Safety	Evaluate intersections for potential safety improvements such as intersection controls, crosswalks, etc.	City of Ramsey
Various locations	Bicycle and Pedestrian Maintenance	Continue to monitor and maintain bicycle and pedestrian facilities to provide safe and convenient conditions for users	City of Ramsey/ Anoka County

Figure 23: Roadway and Freight Strategies

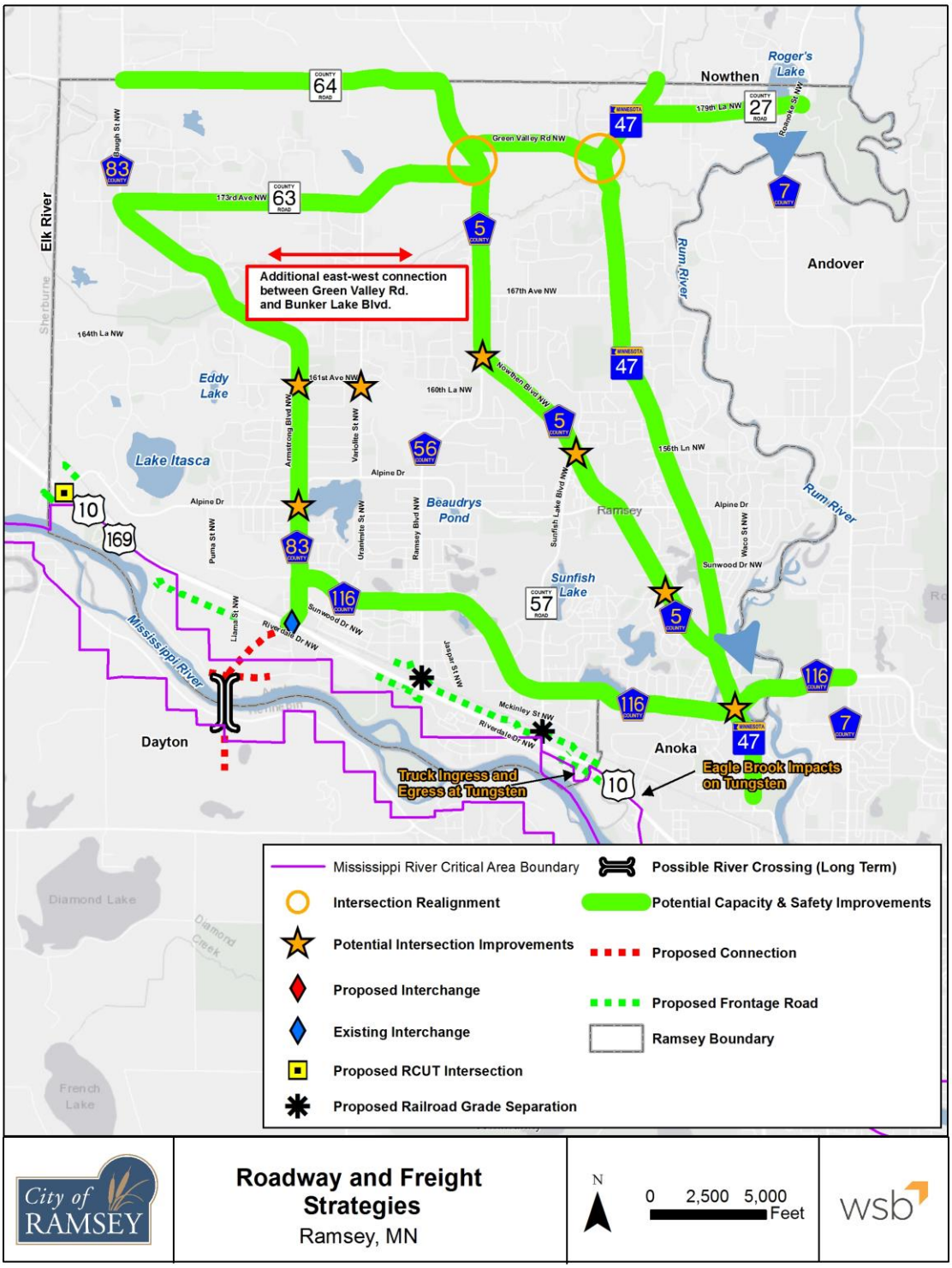


Figure 24: Proposed Non-Motorized and Transit Strategies

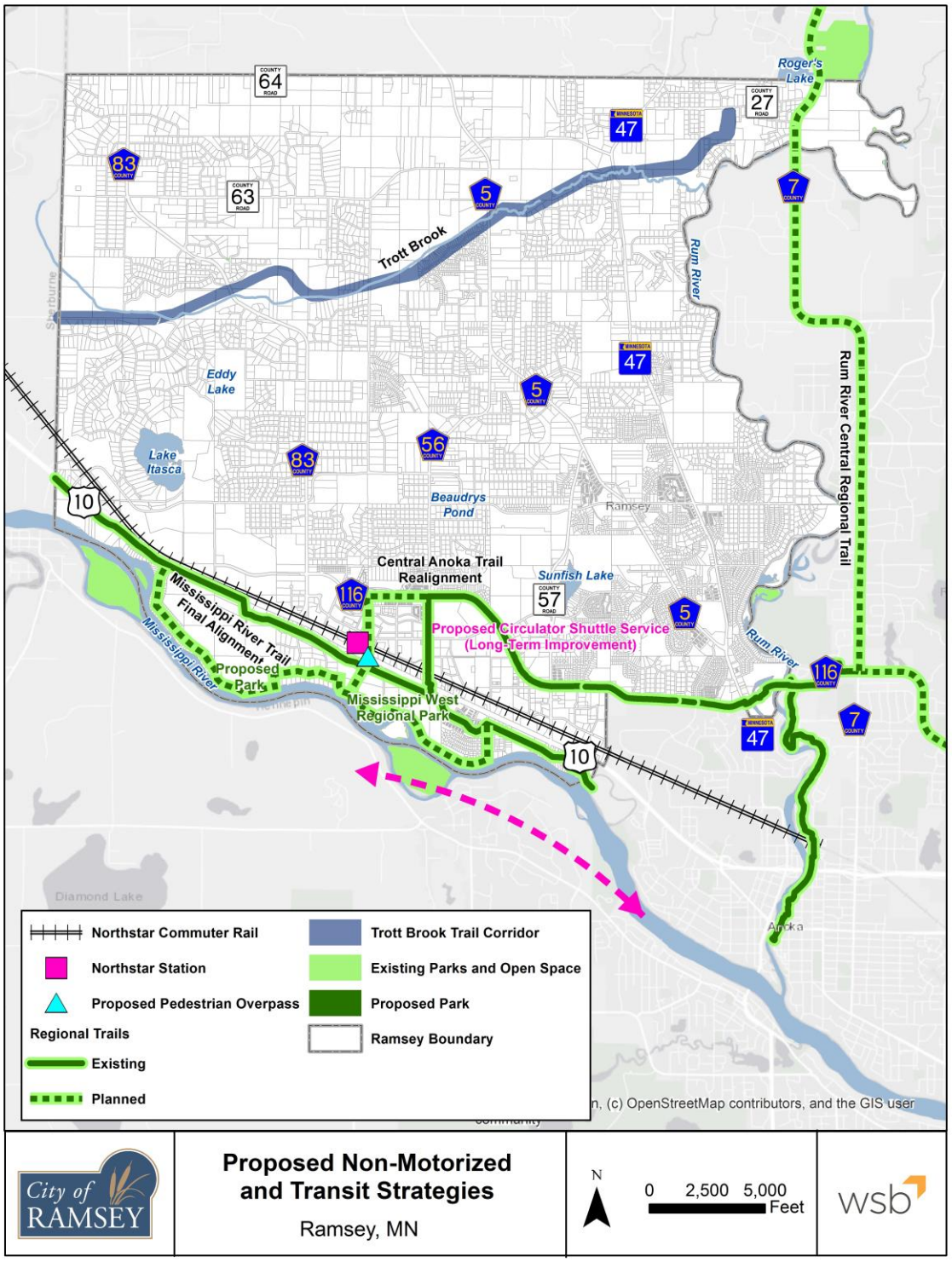
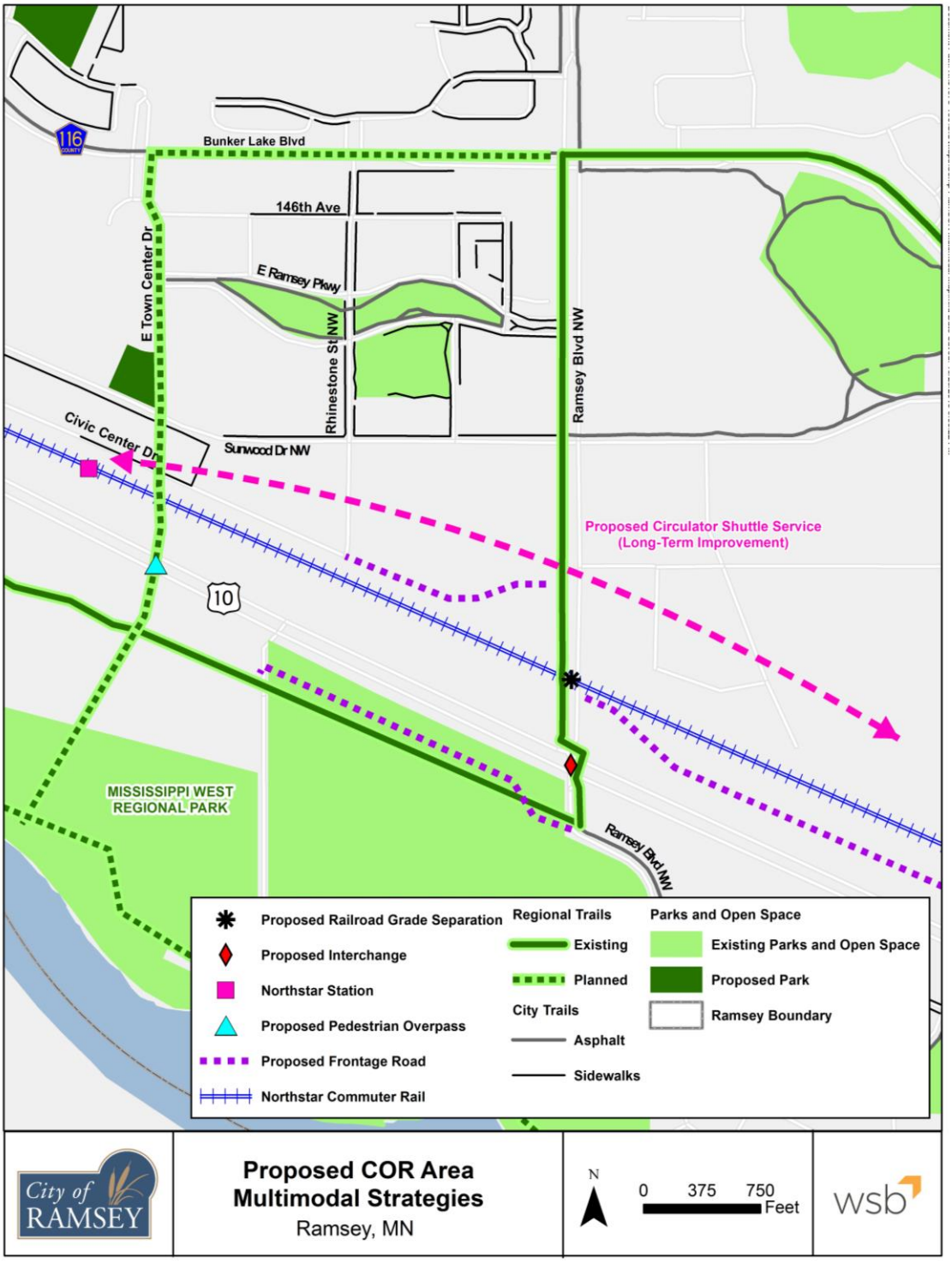


Figure 25: Proposed COR Area Multimodal Strategies



Proposed Short and Long Range Roadway Projects

The sections below identify proposed short and long range roadway projects identified in the city's CIP and based on the proposed land use and redevelopment activities described in previous sections of this Plan. This section does not include information on proposed projects from the Metropolitan Council 2040 TPP, as the TPP does not include any planned improvements to principal arterials in Ramsey (aside from the completed interchange at TH 10 and Armstrong Boulevard (CSAH 83). No additional interchanges, MnPASS lanes, dedicated busways, or bus-only shoulders are proposed in the Current Revenue Scenario of the 2040 TPP.

Proposed Projects from CIPs

The city's CIP identifies a number of roadway projects. These projects are primarily reconstruction and overlay projects intended to improve and maintain the roadway surface. However, there are also several projects that will extend or expand the operational capacity of the roadway network within the COR area, including improvements along Zeolite Street and Bunker Lake Boulevard. A number of projects identified in the Highway 10 Access Planning Study are also included in the CIP, including extension of Riverdale Drive, construction of a BNSF railroad underpass on Ramsey Boulevard, construction of north and south frontage roads along TH 10. Other road improvement projects included in the CIP include projects for striping, lighting, and landscaping.

There are also a number of non-motorized transportation projects identified in the city's CIP. These include completion of the off-road Mississippi River Regional Trail within the city, construction of a trail connection to McKinley Street in the City of Anoka, a number of other high-priority trail connections, and a pedestrian underpass at Alpine Drive.

Proposed Projects based on Land Use and Development

Transportation needs in the city will shift as development occurs. Narrow rural roadways may no longer be suitable in certain areas. Additionally, there may be areas where development occurs and requires new connecting roadways to ensure that roadways and intersections can accommodate additional traffic volumes. Similarly, areas with new development may require non-motorized transportation facilities to provide safe access to the transportation system for pedestrians and bicyclists. Consideration of roadway modifications, intersection traffic control improvements, and non-motorized facilities will continue as individual proposals for development move forward.

Public Comments

The city held a workshop to gather public input on the transportation plan. At this workshop, members of the public identified issues and opportunities related to transportation as well was parks, trails, and recreation. A wide range of topics was raised, including roadway speeds, pedestrian safety, congestion, enforcement of speeding/stop signs, general support for trails, support for an additional river crossing, and a request for a new east/west road connection in the community. These comments were compiled and used to inform the strategies identified in **Table 44**.

Conclusion and Next Steps

The purpose of this Transportation Plan is to set a multimodal transportation vision for the City of Ramsey through the year 2040. Goals and specific strategies have been identified collaboratively by the city, Anoka County, MnDOT, and members of the public within the framework of Metropolitan Council requirements. The vision and associated strategies outlined in this Plan were established by considering existing and forecasted conditions, City of Ramsey priorities, regional travel patterns and a variety of other factors.

As the owners of the transportation network in Ramsey (i.e. City of Ramsey, Anoka County, MnDOT, Metro Transit, and the BNSF railway) advance their respective Capital Improvement Programs (CIPs), this Plan is intended to serve as an important resource and reference in establishing priorities and advancing transportation projects for implementation. Advancing these projects from a planning to implementation phase will require collaborative discussions among facility owners, adjacent communities, the Metropolitan Council, residents and others to conduct traffic studies, finalize designs, preserve rights-of-way, obtain environmental clearances and leverage necessary financial resources.

Chapter 04: Housing Plan

Housing Plan Background

Through the City of Ramsey's Open Houses, Workshops, and updates to the Planning Commission and City Council regarding the 2040 Comprehensive Plan Update, as well as working directly with the Housing Committee, the City of Ramsey has created the following vision statement:

"We envision a community with a variety of housing options, with options for residents of all socioeconomic statuses, races, income levels, preferences, and ages. We envision a community where residents can age in place, but also one where young families want to live. Our community provides homes with rural character, homes for those who prefer a more urban environment, and amenities for homeowners and renters."

Housing Goals and Strategies

The following represents goals and strategies for the housing plan which are consistent with the five key goals of the Comprehensive Plan, as set by the City Council. Subsequent chapters will include their objectives, policies and actions related to these goals. Specific policies and actions for the housing plan goals and strategies appear at the end of this chapter.

- Create low-cost solutions to improve housing stock
- Support county-wide, regional, state-wide, and national funding sources for new development projects
- Rehabilitate and improve housing stock to preserve rural character and enhance existing neighborhoods
- Provide sufficient housing options for all types of residents; provide lifecycle housing options
- Promote development that preserves the natural environment and respects residential health
- Support affordable housing development
- Increase community knowledge of affordable housing
- Ensure that discrimination does not occur against persons seeking housing in Ramsey based on age, religion, race, ethnic origin, sexual preference, gender, status with regard to public assistance, marital or familial status, or disability
- Ensure that individuals of similar income levels have equal access to Minnesota Housing programs, regardless of race, color, creed, religion, national origin, sex, marital status, status with regard to public assistance, disability, familial status, gender identity, or sexual orientation
- Plan for multi-family and senior residential developments near transit, bicycle routes, trails, sidewalks, etc. in order to reduce building footprints, energy consumption, and reliance on automobiles
- Ensure new development projects support an active lifestyle
- Expand community engagement efforts to create lasting relationships and educated residents
- Employ innovative engagement strategies to keep residents informed
- Identify areas for life cycle housing and update city land use and zoning designations accordingly

2030 Housing Plan Accomplishments

The last plan was adopted in 2010. While a number of factors changed since the last plan was adopted, the City can celebrate a number of successes as it relates to our housing plan vision. Subsequent chapters of the 2040 Comprehensive Plan will celebrate their own successes.

- Exceeded the 2030 goal of renters within the City of Ramsey
- Provided an increased variety of housing options including difference lot sizes maintenance levels and affordability
- Increased the overall number of available housing units
- Developed strong, positive relationships with developers
- Increased customer service and efficiency in the development process
- Established a right-sized Rental License Program

Housing Definitions

Affordable Housing:

In general, housing for which occupants are paying no more than 30 percent of their income for gross housing costs, including utilities. This type of housing can be an apartment, single family home, townhome, duplex, etc. This type of housing does not need to be subsidized by the government, but instead is only based on monthly housing costs as related to the area median income.

Naturally Occurring Affordable Housing (NOAH):

Residential properties that are affordable, but are unsubsidized by any federal program. The housing costs associated with these properties are relatively low compared to the regional housing market.

Multifamily Housing:

Also known as multi-unit dwellings, multifamily building contain multiple housing units within one building or complex, such as an apartment building, quad-plex, or duplex.

Publicly Subsidized Housing:

Government-sponsored assistance program aimed towards alleviating housing costs and expenses. Often referred to as “affordable housing.”

Single Family Housing:

A stand-alone housing unit, such a detached home, detached townhouse, or attached townhouse.

Existing Housing Supply

The following tables and figures represent the current context of the City of Ramsey. The data for the following tables, graphics, and narratives were provided by the Metropolitan Council or the American Community Survey 2016 5-Year Estimates. The City of Ramsey had approximately 8,776 units in 2016, as estimated by the American Community Survey 2016 5-Year Estimates. The Metropolitan Council estimated a slightly higher number for housing units in Ramsey – 8,896.

Total Housing Units

According to the American Community Survey (ACS) 2016 5-Year Estimates, the City of Ramsey has 8,776 units. The majority of these, 97 percent, are occupied housing units. Total housing vacancy was approximately 2.6% in 2016. This low vacancy rates shows a demand for existing housing units. Due to movement in and out of units, housing vacancy cannot reach zero percent. 2.6% vacancy is an extremely healthy vacancy rate for the City of Ramsey and is on par with other cities in the region.

Table 45: Total Housing Units

Unit Type	Total Units
Occupied Housing Units	8,544
Vacant Housing Units	232
Total Housing Units	8,776

Source: ACS 2016 Estimates

Total Existing Affordable Housing Units

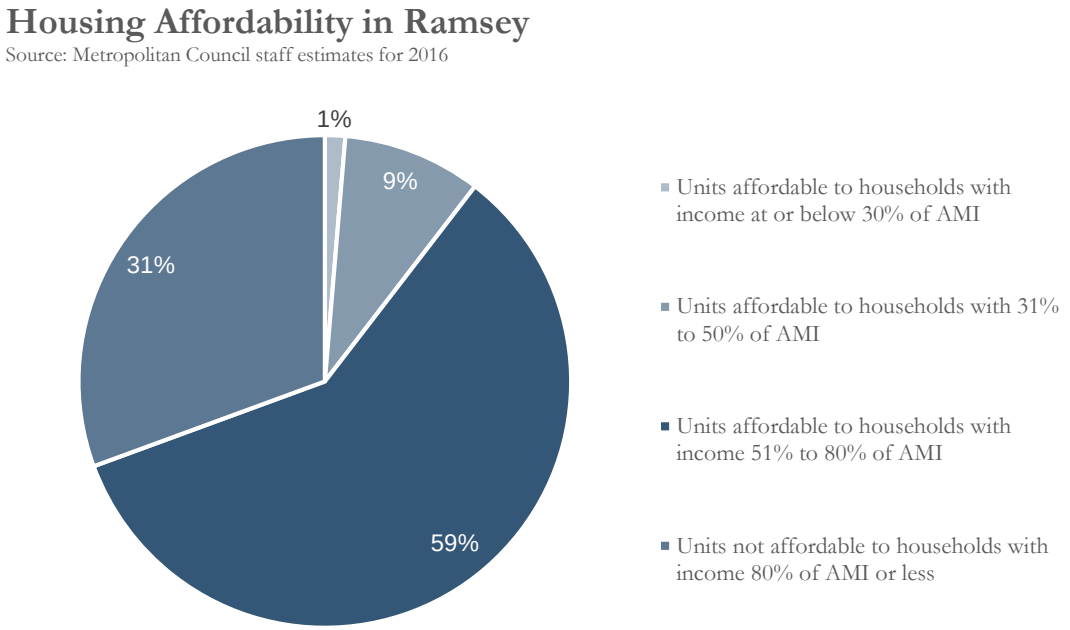
Affordable housing is based upon the Area Median Income (AMI) of the region. Half of those in the region earn more than the AMI, and half earn less than the AMI. Housing policies for affordable housing are based upon income thresholds related to this AMI.

In the Twin Cities Metropolitan Region, the U.S. Department of Housing and Urban Development (HUD) has defined the following affordability levels for a family of four.

Table 46: Housing Affordability Level

Affordability Level	Number of Units	Percent of Total
Affordable at 30% AMI	122	1%
Affordable from 31 – 50% AMI	834	9%
Affordable from 51 – 80% AMI	5,400	59%
Total Affordable Units	6,356	
Units Not Affordable to Households with Income 80% of AMI or Less	2,802	31%

Source: Metropolitan Council Existing Housing Assessment



Owner vs. Renter Occupied Housing Units

The majority of Ramsey units, around 87%, are owner-occupied housing units. In these owner-occupied housing units, the average household size is approximately 3.01. Renter-occupied housing units are approximately 11% of the total housing units in Ramsey. These renter-occupied housing units have an average household size of approximately 2.58. On average, gross rent in 2016 was $1,313 per month.

Vacancy rates are extremely low in Ramsey, which shows a demand for housing and a quick movement of people in and out of units. Although there is no agreed upon number, a vacancy rate of 5% is typically considered "a healthy vacancy rate" within the planning community. The rental vacancy rate is less than half a percent, which shows there is a need for this type of housing, because essentially all rental units are rented. The City of Ramsey should look into the opportunity to provide additional housing units, because there clearly is a demand for housing within the community.

The number of owner-occupied units (according to the US Census estimates) increased from 3,493 in 1990 to 7,593 in 2016, while the number of renter-occupied units increased from 127 to 951. The rate of increase in rental housing units was over 6% in the last 26 years, significantly higher than the rate of owner-occupied units at just over 1%.

Table 47: Housing Units by Renter, Owner, or Vacant

Unit Type	Number of Units
Renter-Occupied Housing Units	951
Owner-Occupied Housing Units	7,593
Vacant Housing Units	232
Total Housing Units	8,776

Source: ACS 2016 Estimates

Table 48: Owner vs Rental Units

Unit Type	Vacancy Rate
Owned Housing Units	1.5%
Rental Housing Units	0.3%

Source: ACS 2016 Estimates

Table 49: Housing Tenure

Housing Tenure	1990	2000	2010	2016	Percent Increase 1990 - 2016
Renter-Occupied Housing Units	3,493	5,756	7,349	7,593	1.2%
Owner-Occupied Housing Units	127	150	684	951	6.5%
Vacant Housing Units	54	40	269	232	3.3%
Total Housing Units	3,674	5,946	8,302	8,776	1.4%

Source: ACS 2016 Estimates, US Census 1990, 2000, 2010

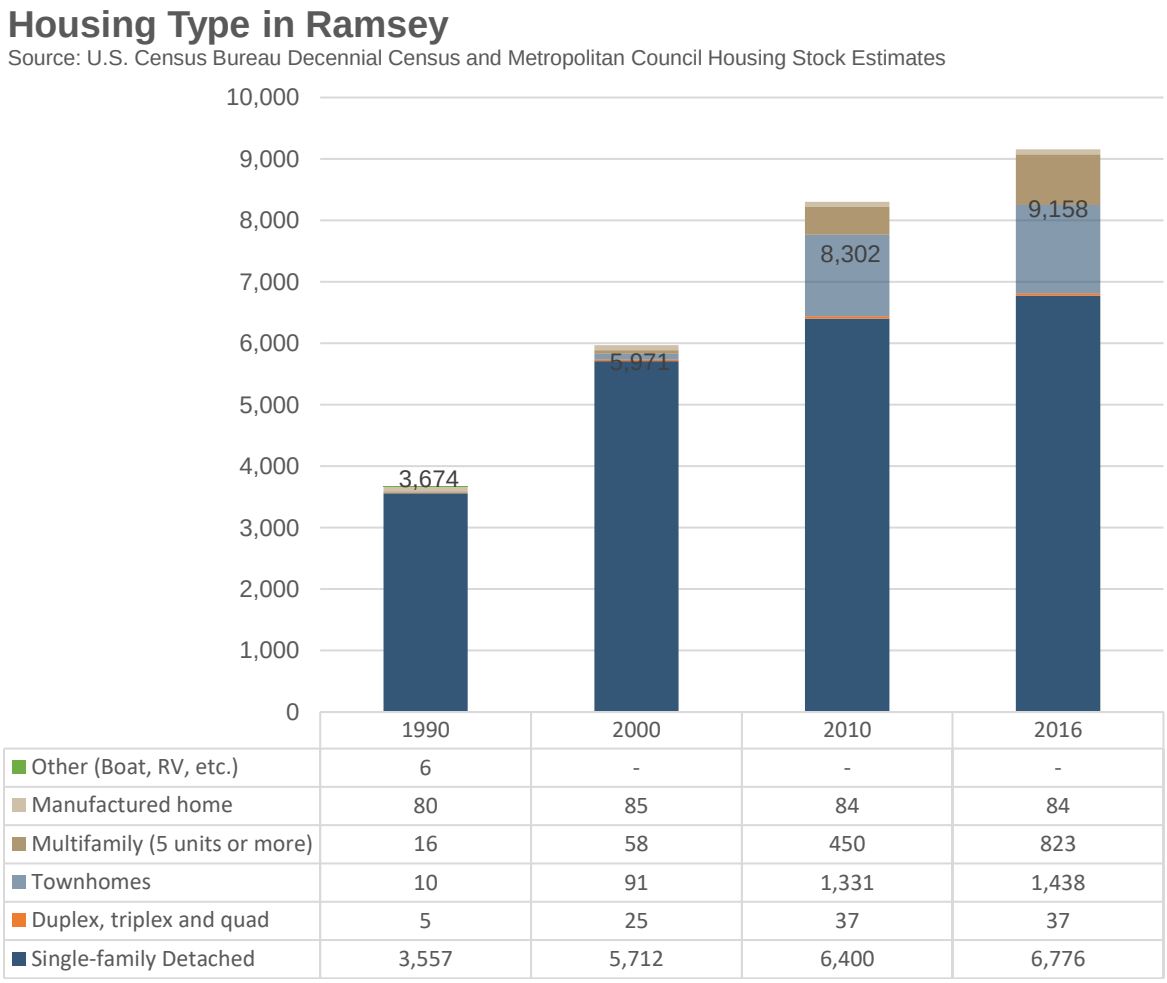
Housing Types

The vast majority of Ramsey residents, almost 75%, live in single-family detached housing, while only 9 percent of residents live within multi-family housing. Approximately 16% of residents live in townhomes, and only 1% in manufactured homes.

Table 50:

Housing Type	1990	2000	2010	2016
Single-family Detached	3,557	5,712	6,400	6,776
Duplex, triplex and quad	5	25	37	37
Townhomes	10	91	1,331	1,438
Multifamily (5 units or more)	16	58	450	823
Manufactured home	80	85	84	84
Other (Boat, RV, etc.)	6	-	-	-
Total	3,674	5,971	8,302	9,158

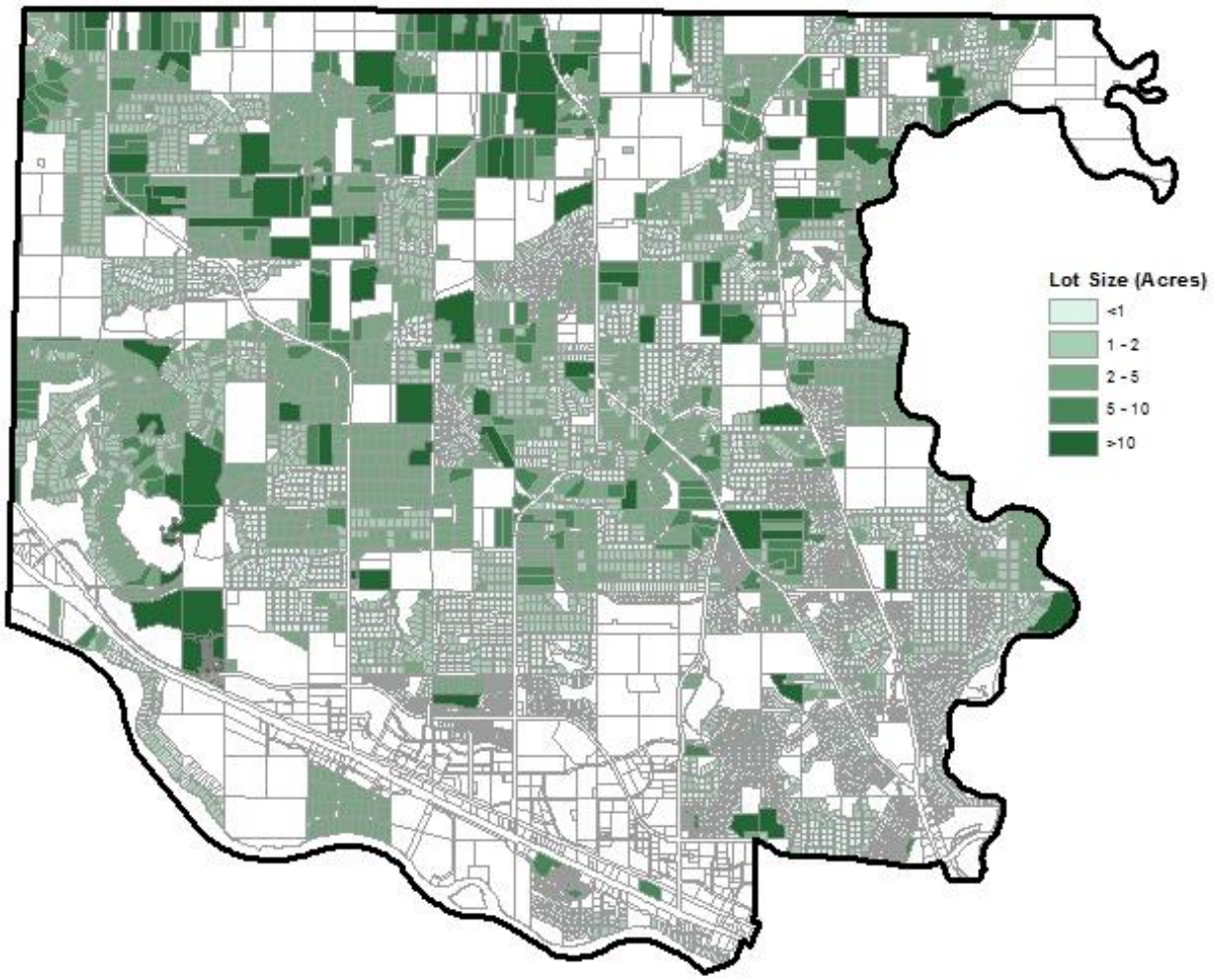
Source: Metropolitan Council, Ramsey Community Profile



Lot Sizes

Of the residential lots with one unit (detached townhomes, single family homes, etc.), the majority are on lots less than one acre according to 2016 Metropolitan Council data. The map below shows the geographic distribution of different sized single-family residential lots. The larger lots are generally not near The COR, but are instead in the west, north, and northeast portions of the City. Lots in residential subdivisions are generally less than 5 acres, and usually less than 2 acres. Lot sizes tend to increase in the northern portion of the City, and are smaller in the central and southern portions of the City. This shift in lot size reflects the shift from rural character in the north into a more urban growth pattern in the central and southern parts of the City.

Figure 26: Area Lot Sizes



Though it may seem like the larger lots identified on the map represent an opportunity for future subdivisions and absorption of residential growth, many of the larger lots contain wetlands, which are protected in the City.

Table 51: Lot Sizes

Lot Size	Count
Less than 1 acre	6,456
1 acre – 2 acres	1,417
2 acre – 5 acres	1,037
5 acre – 10 acres	181
10 acres or greater	111
Total	9,202

Source: Metropolitan Council GIS data, 2016

Publicly Subsidized Housing Units

Publicly subsidized housing units represent housing projects that receive funding to keep rents low. Often, this type of funding subsidizes the mortgage, allowing the building owner to keep rents low, and is not a direct subsidy to renters. These buildings have income restrictions and limits. As of 2016, the City of Ramsey only has general units, none specifically for seniors or people with disabilities. The City of Ramsey has a goal of having lifecycle housing options and housing options for all types of residents. In order to reach this goal, the City of Ramsey should support housing for differently-abled types of residents, as well as senior residents with fixed incomes, who are not currently served by public housing.

Table 52: Subsidized Housing by Type

Housing Type	Number of Units
Senior Housing	0
Housing for People with Disabilities	0
All other Publicly Subsidized Units	102
Total Publicly Subsidized Housing Units	102

Source: Metropolitan Council Existing Housing Assessment and HousingLink Streams Data, total housing units 8,896

Information on Publicly Subsidized Buildings:

The Seasons

Funding: LIHTC 9% Tax Credit		Funding Dates & Programs	
7436-7600 147th Cir NW		First known closing:	07/01/2013
Year Built:	2013	Most recent closing:	07/01/2013
Total Units:	50	Earliest expiration:	07/01/2043
Affordable Units:	49	Last Activity:	New construction
Affordability by Bedroom		MHFA: Housing Tax Credits 9%	
2 BR:	22	Close Date:	07/01/2013
3 BR:	27	Est. Expiration:	07/01/2043
Affordability by AMI		Property Identifiers	
60%:	49	HousingLink	10893
		MHFA	D7574
		HUDLIHTC	MNA2013019

Sunwood Village

Funding: Other		Funding Dates & Programs	
7550 Sunwood Dr NW		First known closing:	09/24/2015
Year Built:	2016	Most recent closing:	12/21/2016
Total Units:	47	Earliest expiration:	01/01/2017
Affordable Units:	47	Last Activity:	New construction
Affordability by Bedroom		County: County	
1 BR:	9	Close Date:	12/21/2016
2 BR:	26	Expiration:	03/01/2047
3 BR:	12		
		MHFA: LHIA	
Affordability by AMI		Close Date:	12/21/2016
30%:	4	Expiration:	03/01/2047
50%:	43		
		MHFA: LMIR	
Property Identifiers		Expiration:	03/01/2047
HousingLink	10924	Close Date:	12/21/2016
MHFA	D7721		
		MHFA: Bonds	
		Close Date:	12/21/2016
		Expiration:	03/01/2047

Sunwood Townhomes

Funding: LIHTC 9% Tax Credit		Funding Dates & Programs	
5350 – 5444 Sunwood Dr NW*		First known closing:	07/01/2002
Year Built:	2003	Most recent closing:	07/01/2003
Total Units:	34	Earliest expiration:	05/16/2023
Affordable Units:	27	Last Activity:	New construction
Affordability by Bedroom		County: County	
1 BR:	2	Close Date:	05/16/2003
2 BR:	12	Est. Expiration:	05/16/2023
3 BR:	12		
4 BR:	1	MHFA: LHIA	
		Close Date:	05/16/2003
Affordability by AMI		Est. Expiration:	05/16/2023
60%:	49		
		MHFA: ARIF	
Property Identifiers		Close Date:	05/16/2003
HousingLink	4521	Est. Expiration:	05/16/2023
MHFA	D2743		
TC9:	D2743, MNA2002095	MHFA: Housing Tax Credits 9%	
		Close Date:	07/01/2002
		Est. Expiration:	07/01/2021
*Some addresses within City of Anoka Source: HousingLink – Streams Search, data through 12/31/2016			

Housing Cost Burden

According to the Metropolitan Council in 2018, 1,537 households in Ramsey are cost-burdened. Being cost-burdened is defined as spending more than 30% of your annual income on housing costs. Being cost-burdened by housing costs affects lower income residents at a higher rate than higher income residents.

In 2016, the ACS data showed that of those households making less than $35,000 annually (which is almost one third of Ramsey households), around 22% of those households spend more than 30% of their annual income on housing costs. The percent of households who spend more than 30% of their annual income on housing costs is much higher for lower income residents. Households that make more than $75,000 per year rarely pay more than 30% of their income to housing costs – less than 2%.

Approximately 17% of all households in Ramsey are cost-burdened to some extent. Ideally, no residents in Ramsey would be cost-burdened. While this goal is not realistic or likely even achievable, the City of Ramsey should strive to support housing options at all affordability levels to decrease the burden on its residents. As the City tries to provide housing for all types of residents, at all stages of life, maintaining low costs for residents with lower incomes is extremely important. These types of residents could be seniors with fixed incomes, residents with disabilities, or firefighters, teachers, non-profit workers, etc. The City of Ramsey is proactively working on their "Could I Be Your Neighbor?" campaign to remove the stigma around low-income housing, as providing low-income housing options reduces the cost-burden for those individuals and families.

While there are only 122 housing units affordable to households with income at or below 30% of AMI, there are 272 households that are cost-burdened and have income at or below the 30% AMI threshold. The 150 units differential between available units to cost burdened households means that Ramsey simply does not have the necessary number of units at that affordability level to meet the City's existing need. Comparatively, while there are households that have cost-burden at higher income levels, Ramsey already has a surplus of units deemed affordable at those income levels.

Table 53: Household Income Levels

Income Levels	Number of Households	Discrepancy
< 30% AMI	272	-150
31 – 50% AMI	411	423
51 – 80% AMI	674	4,726
Total	1,357	

Source: US Department of Housing and Urban Development, 2010 – 2014 Comprehensive Housing Affordability Strategy (CHAS) Data

Assessed Values of Owner-Occupied Housing Units

Values above and below $238,500 are shown in the figure below. $238,500 represents the affordable purchase prize for a housing unit in 2015 for those at 80% of AMI. 2015 AMI was $86,600 for a family of four in the Minneapolis-Saint Paul-Bloomington Metropolitan Area. The median value for a home in Ramsey was approximately $210,200 in 2016. Assessed values are typically lower than sale values, especially when homes are selling for above asking price during a busy housing market. The map below shows total market values for housing units across Ramsey,

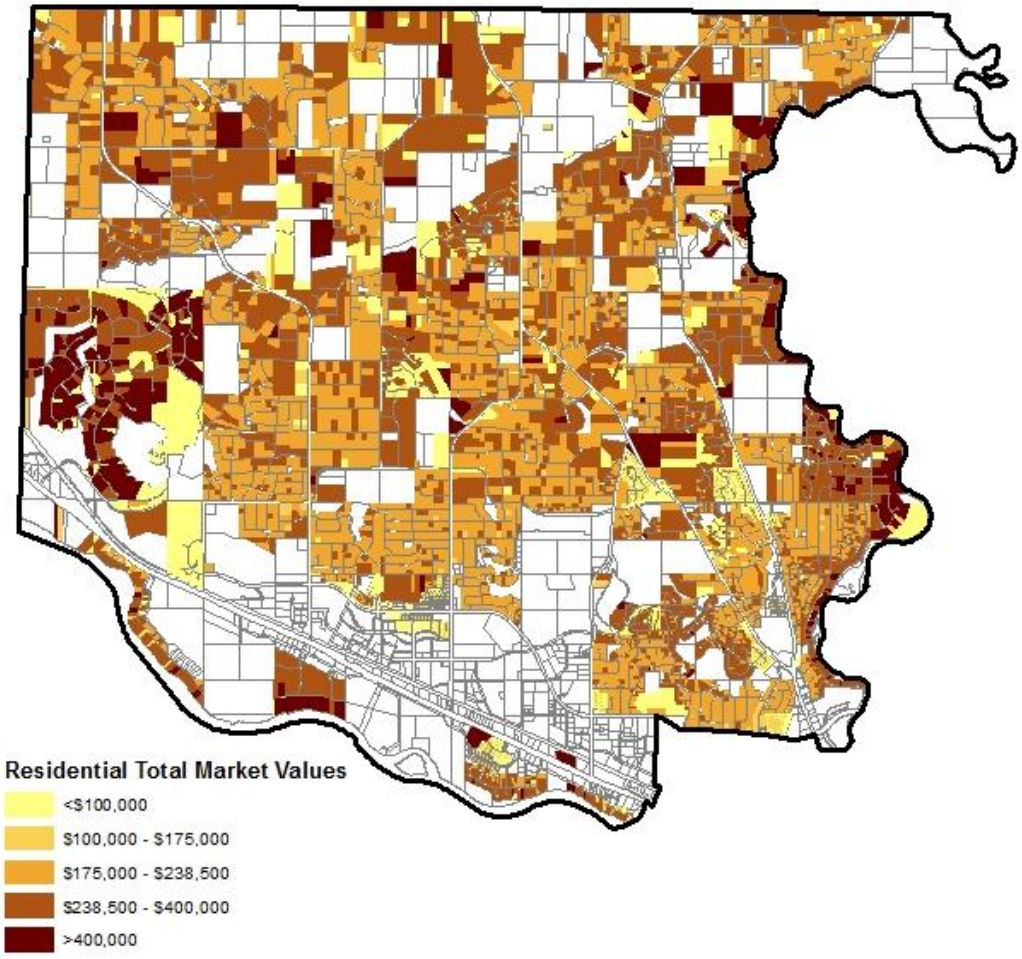
as reported by the Metropolitan Council, in order to attempt to show residential market values more accurately.

Table 54: Household Assessed Value

Assessed Value	Number	Percent of Total
Less than $50,000	329	4%
$50,000 - $99,999	141	2%
$100,000 - $149,999	851	11%
$150,000 - $199,999	2,109	28%
$200,000 - $299,999	2,965	39%
$300,000 - $499,999	1,067	14%
$500,000 - $999,999	131	2%
$1,000,000 or more	0	-
Total Units:	7,593	
Median Value:	$210,200	

Source: ACS 2016 Estimates

Figure 27: Residential Total Market Values



Building Permit Data

Buildings permits for 2013, 2014, and 2015 show 247 permits issued for new residential dwellings. The total value for all new homes in this period was almost $56,000,000. This data was pulled to supplement the American Community Survey data shown below, which is an estimate created by the Census every year. This estimate shows that very few homes were built after 2013, which is not realistic. In reality, the number of houses built in the 2010s will likely compete with the numbers shown during the housing booms in the 1990s and 2000s, as Ramsey continues to grow.

Housing Age (Single Family Homes)

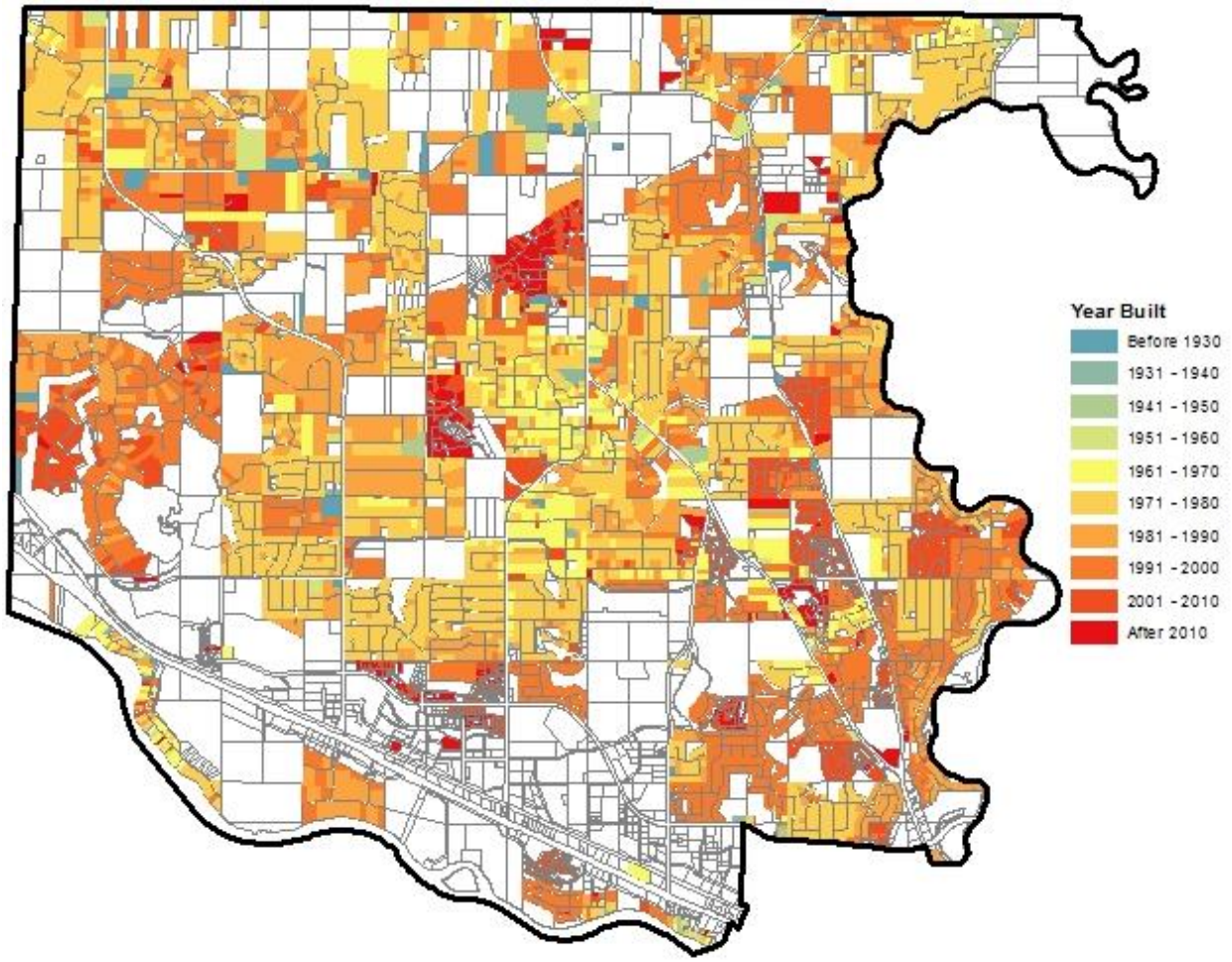
The majority of single-family homes were built between 1970 and 2009. Less than 10% of all single-family homes in Ramsey were built outside this period.

Table 55: Year Principal Structure was Built

Year Built	Number of Houses	Percent of Total
Before 1939	53	<1%
1940s	16	<1%
1950s	56	<1%
1960s	375	4%
1970s	2,017	23%
1980s	1,322	15%
1990s	2,381	27%
2000s	2,397	27%
2010 to 2013	134	2%
2013 or Later	23	<1%
Total Housing Units	8,776	

Source: ACS 2016 Estimates

Figure 28: Year Principal Structure was Built



Summary of Existing Housing

Within Ramsey, most of the homes are owner-occupied, and rentals are approximately 11% of the total housing units. Ramsey has a healthy vacancy rate, less than 3%, showing the high demand for housing units within Ramsey.

Approximately 96% of all housing units in Ramsey are single-family homes, both attached and detached. Only 4% of all housing units are multi-family units. Likely, future housing growth will be single family in the northern portions of the City, which represent and maintain Ramsey's rural character. Areas near The COR represent areas where multi-family housing is more likely to occur in the future, this area represents the urban, transit-oriented growth around the Northstar Commuter Rail Station.

The Future Land Use Map and Development Maps show future areas that are likely to change in land uses. There are areas in the northern half of the City that will likely accommodate future single-family housing development projects.

Seventeen percent of all Ramsey households are cost-burdened, and the percent of lower income residents who are cost-burdened (spending more than 30% of their income on housing) is much higher than higher income residents. Creating and maintaining affordable housing options is a key priority for the City of Ramsey, in order to support these residents.

In summary, the existing housing assessment shows that there are residents who could use assistance from the City in order to reduce their housing costs. One route to reduce the number of cost-burdened residents is to provide additional housing options, including affordable housing options, across the City. The existing housing assessment also shows that housing in Ramsey is sought-after. There is a low vacancy rate, and a low rental rate, which means that those who want to move to Ramsey likely have to buy a single family home in order to move to the community. In order to provide options for all types of residents, at all stages of life, different housing options, including multi-family options and single-family rentals, the City should support these types of projects.

Most of the homes in Ramsey were built in 1970 or after, with very few built after 2010. Many of these homes will likely need reinvestment in coming years, such as putting in a new roof, updating well and septic, or upgrading the interior finishes in the home. The City could consider options to providing incentives for homeowners to make these improvements.

Land Supply

The Future Land Use Map guides the future land uses for the entire City of Ramsey. The areas designated low density, medium density, and high density residential are sufficient to absorb the City's necessary growth in housing and affordable housing allocations. The mass of the affordable housing allocation will likely be in The COR area, which provides flexibility and density bonuses for projects near the Northstar Commuter Rail Station.

With the City of Ramsey's knowledge of the area and land that is likely to develop, or projects that have been started on vacant land, the City does not expect to have any issues meeting the projected growth or affordable housing allocation.

Projected Housing Need

Ramsey's population is anticipated to steadily increase through 2040. In order to accommodate the future growth, there will need to be additional housing units within Ramsey. A variety of housing types will need to be provided in order to house residents of all income levels, stages of life, and housing preferences. For instance, young families may prefer single family homes or townhomes, while seniors may prefer a denser living environment near The COR.

By 2040, the City of Ramsey will need to provide almost 4,000 additional housing units for almost 11,600 additional residents. Population and housing projections through 2040 are shown below.

Table 56: Population and Households by Decade

	2010	2020	2030	2040
Population	23,668	27,550	33,350	39,150
Households	8,033	9,600	11,500	13,500

Source: Metropolitan Council

Affordable Housing Allocation

The City participates in the Livable Communities Program of the Metropolitan Council, which provides access to a number of funding opportunities. As part of said participation, the City plans for an allocation of affordable housing. The total need for affordable housing in the region from 2021 – 2030 is 37,900 units. In order to reach this total need, the City of Ramsey will need to plan for an additional 499 units between 2021 and 2030. The breakdown of unit types is shown below.

Affordable housing is defined by different affordability levels depending on tenant income. Affordability levels for necessary affordable housing in Ramsey is shown at three different levels below. 292 units will be required for those who make less than 30% Area Median Income (AMI). In 2015, annual income for those in this type of housing would need to be less than $25,980 as the 2015 AMI was $86,600 for a family of four in the region.

The need for affordable housing is shown below. As the City of Ramsey meets its affordable housing need, less Ramsey residents will experience a housing cost-burden. These residents, many of whom are members of the workforce in Ramsey and surrounding communities, can reside in our community without fear of homelessness.

Table 57: Housing Affordability Need

Affordability Level	Number of Units
At or Below 30% AMI	292
31% to 50% AMI	167
51% to 80% AMI	40
Total Units	499

Source: Metropolitan Council Existing Housing Assessment, total housing units 8,896

Guided Land Use

The Future Land Use Map shows the areas guided for low density, medium density, and high density residential. The areas included in The COR are estimated to be approximately 50% residential, as The COR is a fully mixed-use area. As shown in Table 34: Forecasted

Growth Allocations in the Land Use Chapter, based on planned densities and associated acreages available for development, the City can expect a minimum of 528 housing units. This meets the minimum requirements.

Existing Housing Programs

City of Ramsey Programs

City of Ramsey Economic Development Authority

The City of Ramsey maintains a local Economic Development Authority (EDA). The EDA will consider supporting affordable housing on a case by case basis. The City of Ramsey and Ramsey EDA will work to partner with other regional, state, and federal entities and programs to support affordable housing within the community.

Anoka County Programs

Anoka County Community Action Program (ACCAP) for Affordable Housing

Affordable Housing is a partnership between ACCAP and Anoka County Corrections to construct affordable housing in Anoka County. The goal of the program is to build two new homes each year using inmate labor to reduce construction costs making homeownership for eligible buyers very affordable. These homes are available to buyers who have completed the Home Ownership Program offered by ACCAP.

Anoka County – Housing & Redevelopment Authority

Anoka County Housing and Redevelopment Authority (ACHRA) was created in December 1994 and is responsible for the administration of federal, state, and Anoka County programs. They provide housing and redevelopment services to many communities in Anoka County, including Ramsey. The City of Ramsey utilizes ACHRA dollars for numerous projects that support the City's goals and visions, including those related to affordable housing. The City will continue to utilize this program for development of affordable housing, cleanup of residential sites, and other applications if deemed fitting of the City's goals. The City would also utilize these dollars to support efforts to explore the preservation of expiring low-income housing tax credit properties.

Anoka County – Senior Housing

Anoka County owns four properties, managed by Great Lakes Management Company, with market rate rental units for residents 55 years and older.

Anoka County – MN Housing Rehabilitation Loan Program (MNRLP)

Owner-occupied properties in Anoka County that are either single-family detached home, townhome, duplex, or condominium, or manufactured homes that are taxed as real or personal property can apply for eligible improvements including: Roof, furnace/boiler, insulation, radon mitigation, lead paint hazards, siding, handrails, plumbing, smoke/CO detectors, well and septic systems, electrical wiring, windows/doors. Applicants must meet the income requirements based on household size and other borrower requirements.

When we would use these: The City of Ramsey cannot actively maintain or manage these programs; however, they are important to note as the City of Ramsey actively supports these programs and will lend their support to maintaining these programs in any way possible. The City would, and has in the past, utilize ACHRA dollars to support a variety of housing needs, including development of affordable housing and gap funding for projects with community benefit. The Anoka County programs listed above support a variety of local housing needs and will remain

programs widely used by the City to support housing goals. The City Council makes formal requests to Anoka County on behalf of the City, and would make requests to utilize ACHRA dollars for items such as housing studies, cleanup of residential properties (brownfields), creation of new affordable housing projects, preservation of NOAH properties, and exploring the preservation of expiring low-income housing tax credit properties. The City would also utilize these programs and dollars for research and exploration of new tools. Additionally, these tools are included in this section to provide additional resources for residents, and potential residents, of the City.

Regional Programs

Livable Communities Demonstration Account – Metropolitan Council Grant Fund

The Livable Communities Demonstration Account (LCDA) funds innovative projects that efficiently link housing, jobs, services, and transit.

When we would use this: The City of Ramsey is actively seeking projects that align with the mission of the LCDA. Due to the funding schedule and timeline, partners in these types of applications must be able to wait approximately 6 months from application to award letters. Because of this timeline, City-initiated projects, affordable housing projects (likely for those less than 50% AMI), and senior living projects are likely the prime candidates for this program.

Section 8 Housing

Section 8 programs for Anoka County are administered by the Metropolitan Housing and Redevelopment Authority (HRA), located in Saint Paul, MN.

When we would use this: The City of Ramsey does not administer Section 8 housing. Ramsey residents apply through the Metropolitan Council. The City of Ramsey does make interested parties aware of the opportunity and would support applications to this program.

Home Energy Loan Program

Center for Energy and Environment (CEE) offers low-interest home energy loans for homeowners to make improvements to their homes. Examples of eligible projects include: heating system upgrades, central air conditioning, light fixtures, window and exterior door replacement, attic air sealing and insulation, wall insulation and heater, and geothermal and heat pumps. Loans are typically from $1,000 - $2,000 dollars. There is no maximum income limit for these loans.

When we would use this: The City of Ramsey does not manage this program, but they do support this program. The City has resources available to residents of all income levels, and is able to point residents to Center for Energy and the Environment for additional information on which they are not experts (such as insulating attics). Specially, the City is able to direct residents whose homes have code enforcement issues to this type of program to help increase the safety, value, and appearance of the home. Because these loans do not have income limits, these are options for all residents, developers, and others throughout the City. This type of program supports small upgrades to homes that long-term increase cost savings and environmental savings. This program not only represents the City of Ramey's commitment to maintaining existing properties, but also our commitment to environmentally sensitive housing and design.

Statewide Programs

Minnesota Housing – Coordinated Entry

Coordinated Entry is a HUD initiative to those who may be at-risk of losing their housing, or who are homeless. The Coordinated Entry initiative supports people in connecting their housing needs with the appropriate resources. Anoka County has a separate resource line to assist residents.

When we would use this: The City of Ramsey does not maintain this program, but does believe this program is an important tool they are able to point residents towards. The City of Ramsey provides a connection to this resource for residents who are at risk, or afraid of, losing their housing. They can also direct homeless individuals towards this program. The City of Ramsey will continue to support this program as they believe it is an important part of supporting their residents and maintaining their mission of equity.

Minnesota Housing – Start Up Program

This first-time homebuyer program is meant to promote affordable interest rates and help homeowners' better tackle their down payments and closing costs. Qualified first-time homebuyers must have a credit score of at least 640, they must meet certain income limits and must be able to obtain a mortgage from a lender. Borrowers must also attend a homebuyer education course.

In order to be eligible for this program, residents must be first-time homebuyers, have a credit score of at least 640, and meet the income requirements.

When we would use this: The City of Ramsey does not maintain this program, but believes it to be a great opportunity for potential homebuyers. Because so much of the City has naturally occurring affordable housing (NOAH), the City expects to see first time homebuyers purchasing properties in Ramsey. This type of program is an excellent tool to point those types of residents towards. Additionally, this type of program supports low-income individuals, and supports the City of Ramsey's goal and mission to provide lifecycle housing options and affordable housing options.

Minnesota Housing - Step Up

This is a loan can be used for home purchase or to help homeowners refinance. The loan is meant to promote affordable interest rates in the state of Minnesota. The monthly payment portion of this Minnesota Housing program is available to help buyers afford closing costs and the down payment of a home purchase. The loan allows borrowers to reduce or eliminate mortgage insurance costs. Qualified borrowers need to have a credit score of at least 640, they must meet program income limits and, in some cases, borrowers must attend homebuyer education courses.

Summary:

- Loan can be used for home purchase or refinancing.
- Must have a credit score of at least 640.
- Must meet income limits.

When we would use this: The City of Ramsey does not maintain this program, but does make interested parties aware of the opportunity. The City of Ramsey would support applications to this program.

Minnesota Housing - Deferred Payment Loan

This loan is meant for first-time homebuyers to help ease the cost of home ownership. There are two loan options, a deferred payment loan and a plus loan. The deferred payment loan starts at $5,000 and up to $7,500. The maximum for the plus loan is higher, up to $10,000 for those borrowers who fit target criteria. Minimum credit score for qualified borrowers is 640. The borrowers must also attend a homebuyer education course. The loan term is equal to the first mortgage and has 0% interest - the loan is repaid when the property is sold, no longer the homestead of the homeowners, or the loan is refinanced.

Summary:

- Must be first-time homebuyers
- Two loan options — can borrow from $5,000 to $10,000
- Minimum credit score of 640

Minnesota Housing - Monthly Payment Loan

This program is designed to help Minnesota homebuyers afford the costs of purchasing a home. Minnesota Housing has a monthly payment loan to help with 5% of the purchase price or $5,000, whichever is greater, to be put towards closing costs and the down payment. Borrowers need to get a Minnesota Housing first mortgage loan as well, which is either a Start Up (first-time homebuyers), Step Up (refinancing), or MCC (mortgage credit certificate). The ten-year loan term comes with monthly payments with an interest rate equal to first mortgage rate. Qualified borrowers need a minimum 640 credit score and must meet program income limits. Borrowers also need to attend a homebuyer education course.

Summary:

- Loan towards closing costs and home down payment
- Ten-year loan term with monthly payments
- Minimum 640 credit score
- Qualified borrowers must attend homebuyer education course

When we would use this: The City of Ramsey does not maintain this program, but does make interested parties aware of the opportunity. The City of Ramsey would support applications to this program.

Minnesota Housing - Mortgage Credit Certificate

This program was designed to help Minnesota homeowners better afford their mortgages. This Mortgage Credit Certificate allows homeowners to claim 35% of their mortgage interest paid every year as a federal income tax credit — this can provide households with up to $2,000 in tax savings. This certificate can used in conjunction with a Minnesota Housing mortgage, as well as the Monthly Payment Loan which helps with the home down payment and closing costs. This program is geared towards first-time homebuyers (not owned a home in at least three years and not displaced by divorce). The certificate has many qualifications like: borrowers must qualify for a mortgage on a house, meet the income limits of the program, plan to have the property as their primary residence

and hold a federal income tax liability. In order to be eligible for this program, residents must be first-time homebuyers, qualify for a home mortgage, and meet the income restrictions

When we would use this: The City of Ramsey does not maintain this program, but does make interested parties aware of the opportunity. The City of Ramsey would support applications to this program.

Minnesota Housing Finance Agency – Consolidated Request for Proposals

The Minnesota Housing Finance Agency (MHFA) currently utilizes a single application for affordable housing financing with multiple partners, including the Metropolitan Council, Minnesota Housing, Family Housing Fund, Minnesota Department of Employment and Economic Development (DEED), and the Saint Paul Public Housing Agency. The Consolidated RFP has a significant amount of financial resources and numerous partners, which allows for creative finance packages for projects.

When we would use this: The City of Ramsey does not maintain this program; however, the City of Ramsey would support and engage in applications to this program to maintain naturally occurring affordable housing (NOAH), particularly rental units, within the City. The City would support an application to this program for any NOAH preservation within the City, and would prioritize well-maintained housing throughout the City at 80% or less of AMI. The City would consider being a partner for applications to this program for affordable housing projects at any affordability level. It is likely that the City Council would write a letter of support on behalf of an application to this program.

Greater Minnesota Housing Fund

The Greater Minnesota Housing Fund (GMHF) provides equity investments in affordable housing projects, both for new LIHTC projects and for NOAH preservation projects. Their priority projects include the preservation of affordable homes, preventing and ending homelessness, and the creation of new affordable homes. They provide gap loans, interim loans, and permanent loans to multifamily projects.

When we would use this: The City of Ramsey actively makes potential project partners aware of GMHF programs, and would support applications to their loan funds for the creation of new affordable housing projects, and for the preservation of NOAH. The City would consider utilizing this program for NOAH preservation if the City decided to create its own housing programs. It is likely that the City Council would write a letter of support on behalf of an application to this program.

Minnesota GreenStar Certification

In order to be eligible for this program, residents must be first-time homebuyers, qualify for a home mortgage, and meet the income restrictions

When we would use this: The City of Ramsey does not maintain this program, but does make interested parties aware of the opportunity. The City of Ramsey would support applications to this program.

Weatherization Program

The Weatherization Assistance Program through the Minnesota Department of Commerce provides free home energy upgrades to income-eligible homeowners and renters. The goal of this program is to allow homeowners to save energy and ensure their homes are healthy and safe. Weatherization services include: exterior wall and attic insulation, air leakage reduction, furnace, boiler, and hot water heater repair or replacement, and can help decrease energy costs by 30% annually. The 2017 income limit for a household of 4 to be eligible for this program was an annual income of $49,200.

When we would use this: The City of Ramsey does not maintain this program, but does make interested parties aware of the opportunity. The City of Ramsey would support applications to this program.

Low Income Energy Assistance Program

The Low Income Energy Assistance Program (EAP) helps pay for heating costs and furnace repairs for low-income households. In order to be eligible, households must be at or below 50% AMI for the state. This program is eligible to homeowners and renters. Services may include: payment of energy bills, education on safe energy use, repair or replacement of broken heating systems, and help with utility disconnections or fuel deliveries. The 2017 income limit for a household of 4 to be eligible for this program is $48,077.

When we would use this: The City of Ramsey does not maintain this program, but believes it to be a great opportunity for potential homebuyers. Because so much of the City has naturally-occurring affordable housing, the City expects to see first time homebuyers purchasing properties in Ramsey. This type of program is an excellent tool to point those types of residents towards. Additionally, this type of program supports low-income individuals, and supports the City of Ramsey's goal and mission to provide lifecycle housing options and affordable housing options.

When we would use this: The City of Ramsey does not maintain this program, but does make interested parties aware of the opportunity. The City of Ramsey would support applications to this program.

Federal Programs

When we would use this: Federal program are managed by the Federal Government; however, they are noted in this section of the Comprehensive Plan Update to provide additional information to residents seeking guidance or specific tools to increase homeownership. The City of Ramsey is supportive of these types of programs and will guide residents towards these programs in order to increase homeownership rates within the City, and provide opportunities for residents who many not have the option to purchase a home without these types of programs, specifically low-income residents and people of color. These programs have income limits, and therefore would be helpful for residents with lower incomes.

FHA Loans

Federal Housing Administration (FHA) loans typically have lower interest rates and smaller down payments than other loans. They also have low closing costs and are typically available to first-time homebuyers and those who are trying to make their homes more energy efficient (FHA Energy-Efficient Mortgage).

FHA Down Payment Assistance

Federal Housing Administration (FHA) loans typically have lower interest rates and smaller down payments than other loans. They also have low closing costs and are typically available to first-time homebuyers and those who are trying to make their homes more energy efficient (FHA Energy-Efficient Mortgage).

Other Tools

Public-Private Partnerships

The City of Ramsey is actively creating relationships with local businesses, developers, and potential partners. The Economic Development Department works diligently to find opportunities for public-private partnerships, when private dollars can assist a public project with a mutually beneficial outcome.

When we would use this: Public-private partnerships work best when the City and the partner have similar goals and desired outcomes for a project. Potential projects that the City is actively looking at are new park spaces around affordable housing projects, a new parking ramp near affordable, multi-family housing, park spaces, and The COR, as well as roadway improvements. For new single-family housing development projects proposed through the PUD process, the City will attempt to suggest the cost-sharing of public amenities and improvements to adjacent spaces – such as parks, trails, open spaces, roadway improvements, or pedestrian crossings.

Implementation Plan

Strategy: Create low-cost solutions to improve housing stock

Policies and Actions:

1. Provide incentive-based approaches for individual improvements to private properties
2. Create a toolkit or cheat sheet of resources available to homeowners and renters to improve existing housing stock, including programs listed in the previous section
3. Engage with manufactured housing community members and management to ensure infrastructure and City service needs are being met
4. Support the creation of a cooperative community in the manufactured housing community

Strategy: Support county-wide, regional, state-wide, and national funding sources for new development projects

Policies and Actions:

1. Provide letters of support for new development projects for funding applications

Strategy: Rehabilitate and improve housing stock to preserve rural character and enhance existing neighborhoods

Policies and Actions:

1. Provide incentive-based approaches for individual improvements to private properties
2. Eliminate blighting influences such as unkempt yards, glaring lights, unscreened storage, noise, inappropriate vehicle storage, etc.
3. Identify and remove substandard housing units that are economically unfeasible to rehabilitate.
4. Create a simple webpage/portal that allows residents to voice anonymously code enforcement concerns
5. Create relationships with neighborhood leaders and Community Development Staff
6. Create and implement a strategy for targeted outreach to homeowners of aging housing
7. Monitor the City's housing supply to ensure quality, low-income options
8. Create Eliminate blighting influences such as unkempt yards, glaring lights, unscreened storage, noise, inappropriate vehicle storage, etc.
9. Develop a strong relationship with manufactured housing community management to continue ongoing rehabilitation of site and provide resources for continued maintenance

Strategy: Provide sufficient housing options for all types of residents; provide lifecycle housing options

Policies and Actions:

1. Complete a housing needs assessment and analysis in the immediate future
2. Create a policy (allow, not allow, and under what conditions) accessory dwelling units (ADUs) on single family lots in order to maintain rural character while increasing lifecycle housing options and increasing affordability levels
3. Create policy allowing flexibility for senior projects to convert to affordable housing when the demand for senior housing changes
4. Encourage developers to consider all aspects of resident needs, such as one level living for seniors, shared workspaces in multifamily buildings, and wheel-chair accessible doorway widths in senior housing
5. Allow higher density housing options near The COR and the Northstar Commuter Rail Station; in neighborhoods furthest from The COR, allow new housing within existing range of housing densities
6. Support preservation of naturally occurring affordable housing (NOAH), particularly rental units, including partnering with organization that have funds dedicated to NOAH preservation
7. Consider the use of local tax increment financing (TIF) for creation of new affordable housing projects
8. Support a local notice of sale or first look provision to provide residents in manufacture housing communities time to consider cooperative ownership if the land was ever placed for sale

Strategy: Promote development that preserves the natural environment and respects residential health

Policies and Actions:

1. Promote improvements to existing housing that meet or exceed energy efficiency standards and implement sustainable design features
2. Maintain, and update if needed, conservation subdivision ordinances.
3. Provide incentives for innovative water-saving solutions for stormwater management, water conservation, and rainwater reuse
4. Create a policy regarding sprinkler gauging for single family homes, townhomes, and homeowners associations in order to save water
5. Encourage multifamily buildings and homeowners associations to require individual tenants to pay utilities, which typically reduces the amount of water, electricity, and heat used, creating responsibility for own actions
6. Require environmentally-sensitive site planning, green building design, and indoor environmental quality best practices. Continue to require stormwater management,

strict wetland setbacks, tree preservation standards, and environmental review on development projects.

Strategy: Support affordable housing development

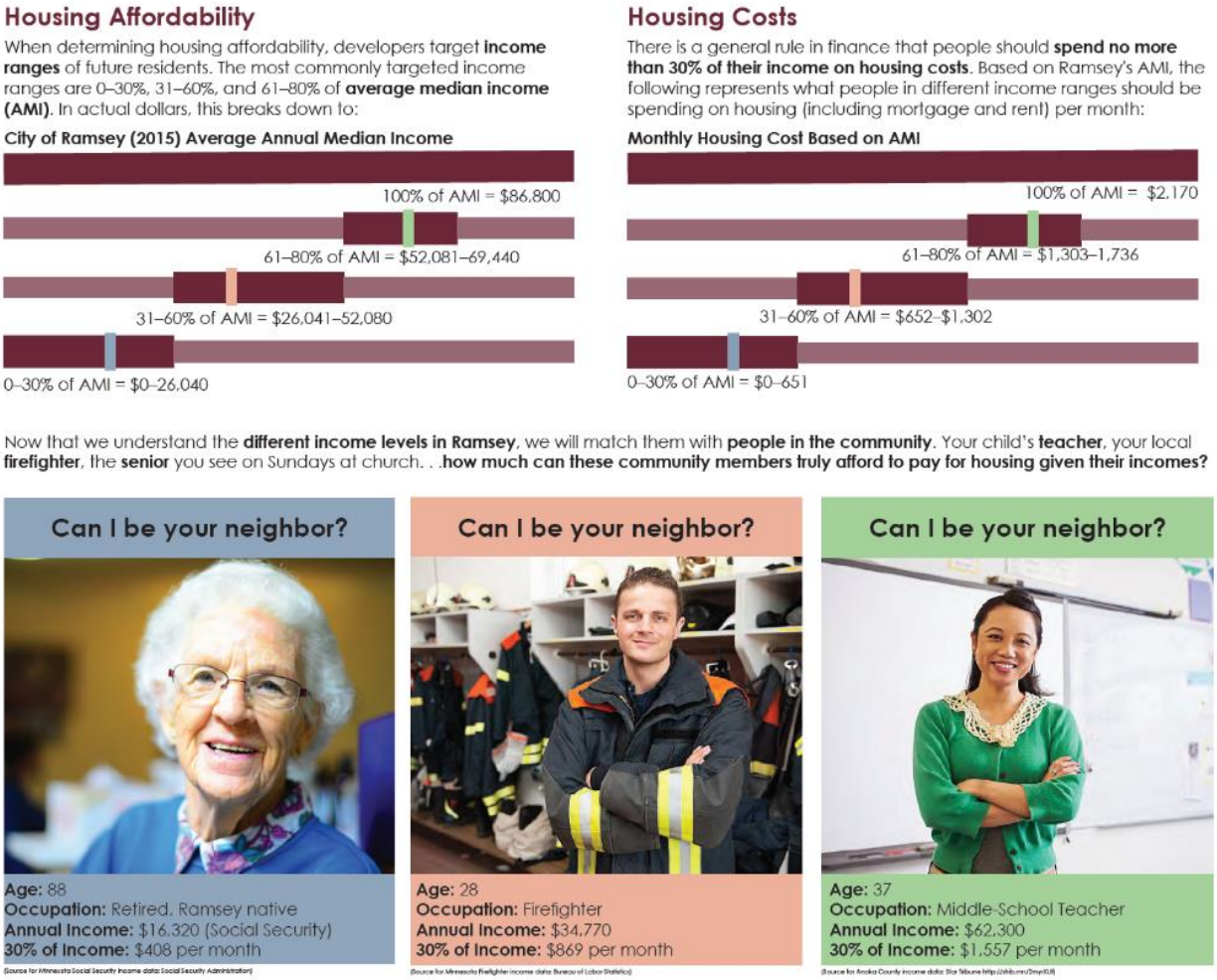
Policies and Actions:

1. Monitor the City's housing supply to ensure quality, low-income options
2. Create relationships with affordable housing developers to determine working styles, possible grants, and quickly take advantage of opportunities
3. Ensure development fees are appropriate but do not restrict affordable housing development
4. Create an inclusionary housing policy and toolkit
5. Consider the use of Anoka County HRA and City of Ramsey EDA powers to subsidize new affordable housing projects
7. Consider the use of local tax increment financing (TIF) for creation of new affordable housing projects Consider proactive site assembly for affordable housing projects
8. Issue housing revenue bonds for new construction of workforce housing, with special focus on mixed-income housing projects in the COR and those projects that meet City goals and vision
9. Prioritize the sale of City-owned land to projects that meet, and exceed, City goals
10. Consider tax abatement for new affordable housing projects, with special consideration to mixed-income housing projects in the COR and those projects that meet City goals and vision
11. Support applications to the Minnesota Housing Consolidated RFP for mixed-income housing projects in the COR and those projects that meet City goals and vision for affordable housing

Strategy: Increase community knowledge of affordable housing

Policies and Actions:

1. Roll out the "Can I Be Your Neighbor?" initiative



An Active and Connected Community

The City will attempt to eliminate barriers in fair housing through ongoing policy development and evaluation informed by community engagement and fair housing evaluations and data. Because many fair housing barriers are regional in nature, the City will participate in regional efforts to eliminate racial disparities and fair housing barriers.

As Ramsey attempts to utilize HUD grants for future projects, we have the responsibility to take meaningful action to eliminate discrimination and remove barriers that restrict access based on protected characteristics, such as race, color, creed, religion, national origin, sex, marital status, status with regard to public assistance, disability, gender identity, sexual orientation, and family status. The City will examine policies, regulations, programs and actions that both the City and its partners take to assess their impact on affordable housing

and the ability of people to make housing choices in an environment free from discriminatory practices, referred to as "fair housing choice."

Strategy: Ensure that discrimination does not occur against persons seeking housing in Ramsey based on age, religion, race, ethnic origin, sexual preference, gender, status with regard to public assistance, marital or familial status, or disability.

Policies and Actions:

1. Adopted a Fair Housing Policy for the City including the creation of a Fair Housing Officer

Strategy: Expand fair housing choice and access throughout the City

Policies and Actions:

1. Direct developers to the Affirmative Marketing Toolkit from the Fair Housing MN Resource Guide to make it easier for providers to meet federal requirements for planning fair housing
2. Direct those seeking assistance with housing programs to Minnesota Housing programs
3. Provide clear, concise, and easy to access fair housing information and resources
4. Support and collaborate on the expansion of fair housing work throughout the region, including the 7 county metropolitan area, and those outside the metropolitan area
5. Participate in regional collaboration to eliminate fair housing barriers, including completing a fair housing assessment every five years (at minimum) which is informed by resident and stakeholder engagement

Strategy: Plan for multi-family and senior residential developments near transit, bicycle routes, trails, sidewalks, etc. in order to reduce building footprints, energy consumption, and reliance on automobiles.

Policies and Actions:

1. Allow flexibility in regulations for multi-family or senior housing projects near Northstar Commuter Rail Station
2. Create and maintain a policy that allows for density bonuses for new projects in The COR that provide additional public amenities, such as open space dedication or affordable housing, in exchange for densities greater than the Zoning Ordinance typically would allow

Strategy: Ensure new development projects support an active lifestyle.

Policies and Actions:

1. Continue to require internal trails and sidewalks on adjacent roads for new residential development projects
2. Continue to require sidewalks on adjacent roads for all non-residential development projects

3. Encourage new residential development projects to include items such as bike racks, bike storage, workout centers, and showers

Strategy: Support all types of active lifestyles, including children, seniors, differently-abled, disabled and families.

Policies and Actions:

1. Require strict accessibility standards on new development projects that comply with updated ADA standards
2. Ensure new housing developments have sidewalks and trails wide enough for strollers, wheelchairs, and other mobility devices

Strategy: Expand community engagement efforts to create lasting relationships and educated residents

Policies and Actions:

1. Educate residents on tools available for rehabilitation and upgrading of residences
2. Encourage multifamily buildings and homeowners associations to provide spaces for community gathering and learning, such as libraries, incubator spaces, and computer labs
3. Create informational packet of first time homebuyer programs to provide to prospective homebuyers
4. Develop a strong relationship with the manufactured home community to provide information, resources, and that City service needs are being met

Strategy: Employ innovative engagement strategies to keep residents informed

Policies and Actions:

1. Invite community members on housing tours to show different types of housing first-hand
2. Host living room meetings, understanding that some community members may not be comfortable or able to attend meetings at City Hall

Strategy: Provide efficient costumer service to development applications that provide housing to residents.

Policies and Actions:

1. Review expectations for timeliness of application and permit reviews

Chapter 05: Natural Resources Plan

Natural Resources Goals and Strategies

The following represents goals and strategies for Natural Resources Plan, which are consistent with the five key goals of the Comprehensive Plan, as set by the City Council. Subsequent chapters will include their objectives, policies and actions related to these goals. Specific policies and actions for the land use plan goals and strategies appear at the end of this chapter.

- Prioritize areas of preservation to identify key areas of preservation
- Utilize staff and local knowledge to reduce consulting costs
- Utilize Planned Unit Development (PUD) process where applicable to acquire high-priority natural resource areas and provide flexibility in development design
- Ensure sustainability of food supply and food web
- Maintain and enhance the public community forest (boulevard tree program)
- Reduce erosion along both the Mississippi and Rum Rivers
- Preserve significant ecological resources through conservation design.
- Improve sustainability and resilience
- Improve connections to significant ecological resources
- Improve recreation opportunities along the City's Priority Greenway Plan
- Improve water quality of Mississippi River
- Improve awareness for groundwater planning
- Improve awareness for solid waste reduction
- Maintain efficient use of public works staff to maintain community natural resources

2030 Plan Accomplishments

Before looking forward to what Ramsey will strive to accomplish within the timeframe of this Comprehensive Plan, it is always good to pause and look back to what it was able to accomplish over during the course of the 2030 Comprehensive Plan. The last plan was adopted in 2010. While a number of factors have changed since the adoption of the last plan, the City can celebrate a number of successes as it relates to natural resources. Subsequent chapters of the 2040 Comprehensive Plan will celebrate their own successes.

- Relied on the Natural Resources Inventory (NRI) to inform recommendations on subdivision design and areas of focused protection/preservation where feasible.
- Purchased two (2) Weed Wrenches to assist property owners with managing and eradicating certain invasive species, specifically Buckthorn.
- Protected Ramsey's rural character in many areas of the community, representing the largest land area category in the community.
- Mitigated City's financial risks associated by new developments by encouraging new development to focus near existing infrastructure.
- Ensured new development protected natural resources, made trail connections, and blended in with surrounding development.
- Employed conservation subdivision practices intended to protect existing neighborhoods and natural resources.

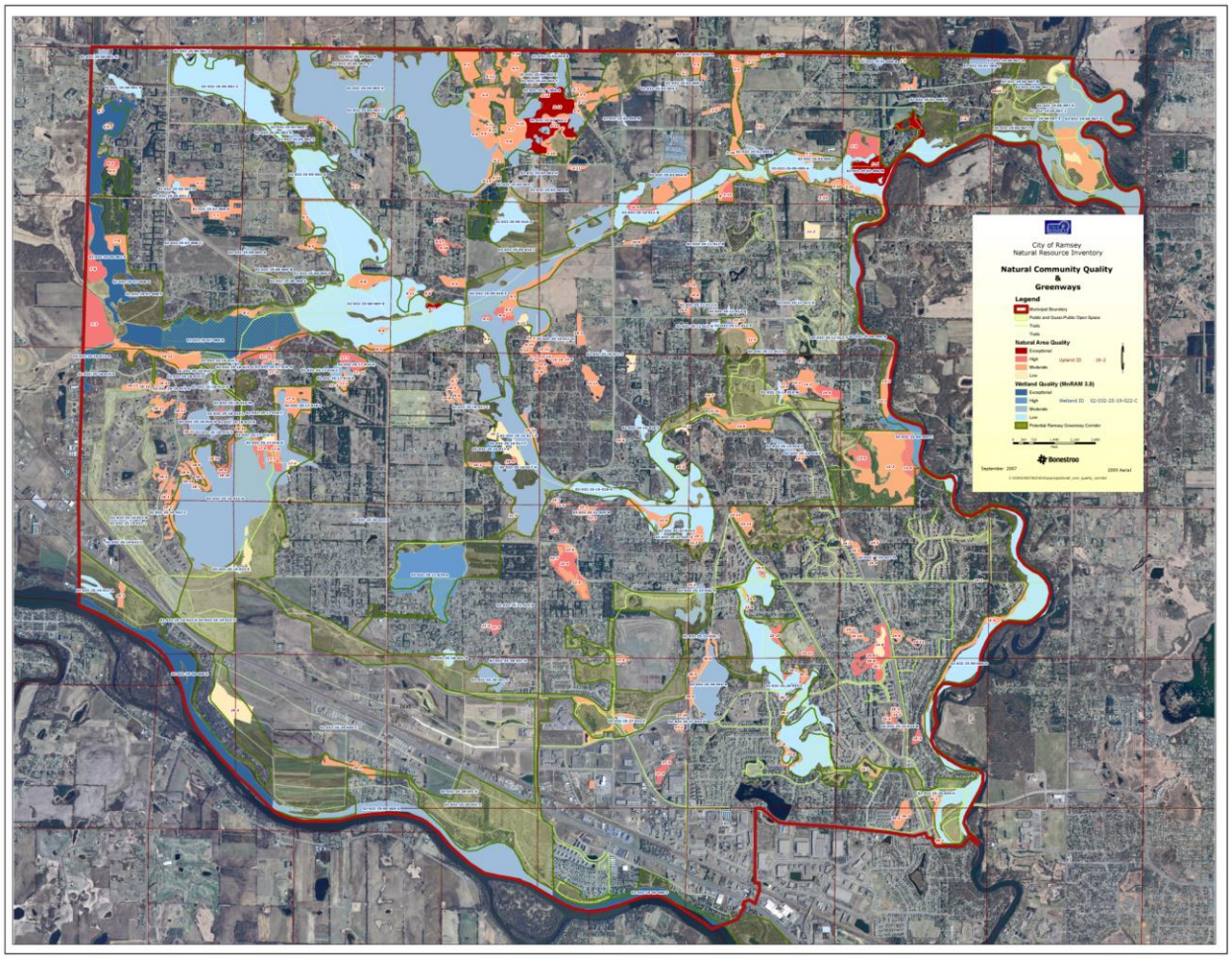
- Struck a balance between land use planning, policy development, natural resource protection, and private property rights.
- Refined the Tree Preservation Ordinance to establish a reforestation standard and proactively began working with developers to establish street trees rather than just front yard trees.
- Encouraged stormwater management systems/plans that incorporate rain harvesting techniques (reducing the demand on and use of groundwater for irrigation) and rain gardens (to promote infiltration and groundwater recharge).
- Employed new strategies to help residents recycle additional materials and divert more materials from landfills.
- Implemented an organics recycling drop-off program for residents.
- Secured grant funds to establish a 'mini-arboretum' of tree species native to Minnesota in North Commons.
- Continued to maintain the Tree City USA designation (twenty-five [25] years and counting).
- Updated the Floodplain Ordinance and adopted new Flood Insurance Rate Maps to remain compliant with the National Flood Insurance Program.
- Adopted an Emerald Ash Borer (EAB) Management Plan.

Existing Natural Resources

Ramsey undertook two (2) comprehensive inventories in the mid-2000s; a Natural Resources Inventory (NRI) and a Wetland Inventory. Both of these data sets are referenced any time a new development is proposed. These data sets help inform Ramsey if there are significant and/or high value natural resources within a development site that may warrant greater protections. While both provide valuable insight, Ramsey acknowledges that both require periodic updates to ensure that the data is accurate and relevant. There has been no specific timeframe identified for updates to either, but for this data to remain useful, they should be revisited no less than every ten (10) to fifteen (15) years.

Existing Natural Resource Quality

Figure 29: Natural Resource Inventory

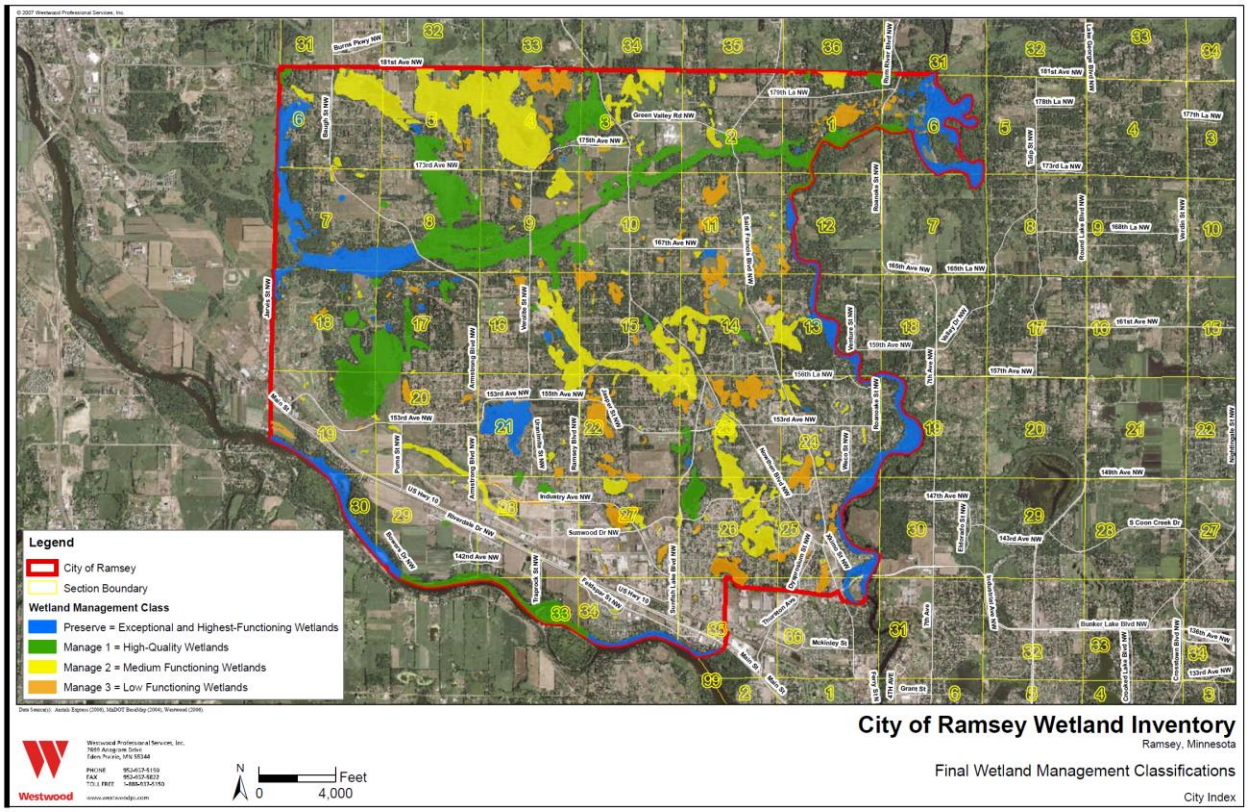


As part of the NRI, potential greenway corridors were identified. Thus, in addition to providing insight to the potential presence of higher value natural areas, the NRI can also be utilized as a reference and guide for critical corridor connections. As Ramsey continues to experience

development pressures, the NRI will eventually need to be 'recalibrated' to ensure that it is still a meaningful and reliable data source.

Existing Wetland Quality

Figure 30: Wetland Inventory



In 2006, Ramsey completed a Wetland Inventory utilizing the Minnesota Routine Assessment Method (MnRAM) to accompany a now repealed wetland buffer ordinance. While the wetland buffer standards are no longer codified, the Wetland Inventory is still relied upon to understand what, if any, impacts proposed development may have, especially regarding wetlands classified as high and exceptional.

Natural Resource Initiatives and Pilot Projects

Ramsey has completed a number of natural resource initiatives and pilot projects in recent years. Key programs include, but are not limited to the following.

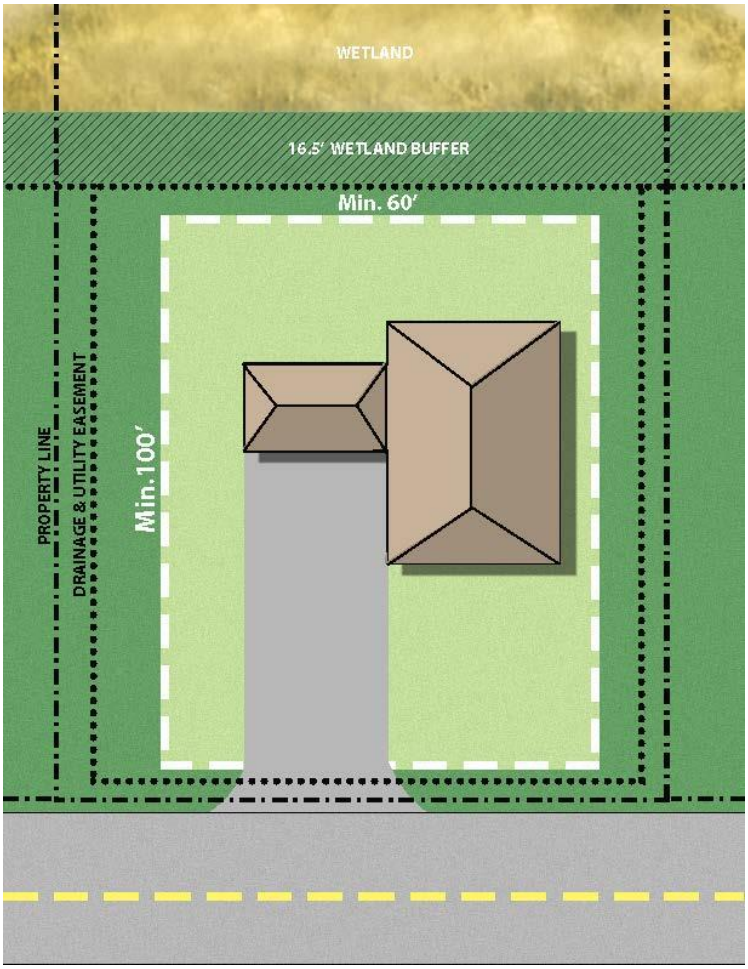
- Buildable Area Standards
- Pollinator Friendly Habitat
- Shoreline Protection

Buildable Area Standards

In 2016, the City adopted new standards related to lot depth as well as instituted a wetland setback. The purpose of both of these standards was to ensure that newly created lots would actually have

sufficient buildable and usable area to accommodate typical homeowner additions, such as a deck, small shed, a yard to play in, etc. Too often, homeowners attempting to make improvements to their property were discovering that there was not sufficient space to accommodate a new deck, a detached accessory building, or even to establish what they viewed as a usable backyard. This was creating a lot of frustration on their part and was also resulting in code violations as well. By implementing these new standards, it not only assured that each newly created lot would have buildable and/or usable space beyond the footprint of their home, but also helped to protect wetlands both from being filled in as well as from a water quality stand point (more filtration of runoff before entering the wetland).

Buildable Area and Wetland Setback Example



Pollinator Friendly Habitat

The City desires to encourage more pollinator friendly habitat for a multitude of reasons. First and foremost, Ramsey desires to ensure the sustainability of food supply and the food web, which relies heavily on pollinators. By promoting pollinator friendly practices and initiatives, the City not only helps foster the concept of local food through opportunities such as a local farmer's market, but also encourages the protection, restoration, and/or establishment of pollinator habitat.

Broadly speaking, pollinator habitat generally consists of native plants, shrubs and trees. Native species are generally more drought tolerant and require fewer inputs, such as water (irrigation) and chemicals (fertilizers and herbicides). Thus, by establishing more pollinator friendly habitat, the demand on groundwater for irrigation purposes should decrease. Furthermore, the reduced need for chemical applications should lower the potential of groundwater and/or surface water contamination from inappropriate application of these products on the landscape.

Protecting, restoring, and/or establishing pollinator habitat also creates habitat for a variety of wildlife. Where feasible, conglomerations of pollinator friendly landscapes can become the basis for wildlife corridors and potentially even a greenway corridor. Even small patches, such as a backyard butterfly garden, of pollinator friendly habitat can be beneficial for many pollinators whose populations are declining as habitat loss continues to increase.

Mayors for Monarchs

The City has taken the Mayors for Monarchs Pledge to affirm its support not only for the iconic monarch butterfly, but also for pollinators in general, whose habitat continues to be fragmented and/or destroyed.









Mayors for Monarchs

Many people may not realize that Monarch butterflies play an important role in pollinating various plants, including many of our food crops. But their population has declined by more than 90% in the last two decades. That is why it is important to create special habitats for these pollinators in our yards and gardens. Recently, the City of Ramsey adopted a resolution to support pollinator initiatives throughout our community.



Ramsey Mayor, Sarah Strommen, launched the initiative by signing the Mayors for Monarchs Pledge to support Monarch butterflies in our community by implementing efforts to create, restore, and protect pollinator habitat and encouraging our citizens to do the same in their own backyards. The Mayors for Monarchs Pledge Signing event took place on June 6, 2017 at the Lake Itasca Trailhead in Ramsey.

At the pledge signing event Mayor Strommen designated a new "Monarch Trail" along the Lake Itasca Trail corridor. Together with the U.S. Fish and Wildlife Service, the City of Ramsey will be restoring six and a half acres of land along this trail to a natural habitat designed to support Monarch butterflies and other important pollinators.



Students from Youth First Community of Promise were there to jump-start the project by planting a small section of native plant plugs at this event, which was representative of the larger-scale planting that will happen this fall.

Fourth grade students from Ramsey Elementary also contributed to the event by creating 150 colorful butterflies, which served as the backdrop for this event and will also be on display in the Ramsey City Hall in honor of National Pollinator Week, June 19 - 25, 2017.

If you are interested in learning more about the Monarch butterfly, be sure to check out Ramsey Parks & Recreation's Monarch Lab on July 25. Visit www.cityoframsey.com/ParkEvents for more information on how to register.

City of RAMSEY

Lake Itasca Monarch Trail

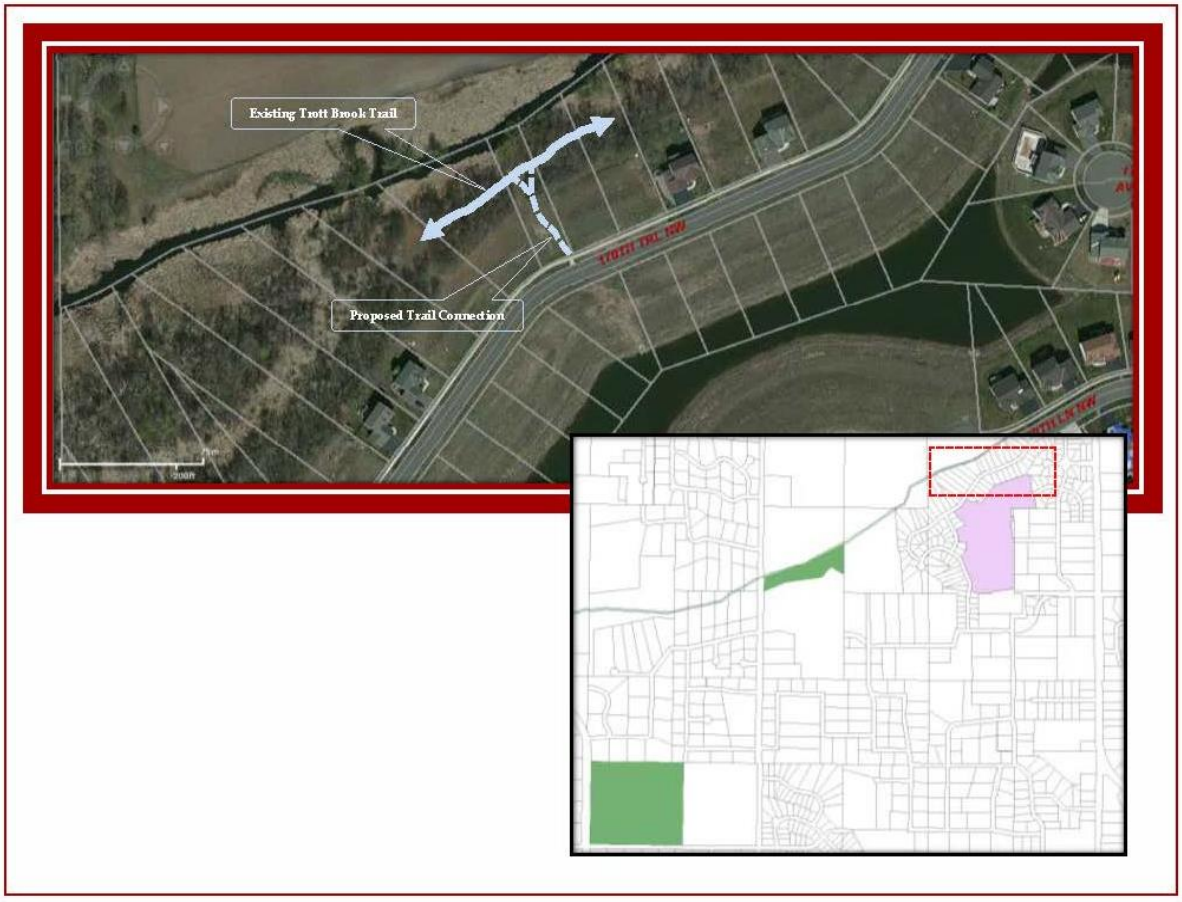
In the summer of 2017, the City designated a portion of the Lake Itasca Trail as a Monarch Trail. This was in conjunction with the Mayor's Monarch Pledge proclamation. The Monarch Trail includes roughly seven (7) acres of land on both sides of an existing, well used trail segment along Lake Itasca. A ceremonial planting of a mixture of plugs was completed in the summer of 2017. Site preparations occurred over the following fall, winter and spring seasons. This included a prescribed burn to eliminate non-native and undesirable vegetation (forbs/grasses) and removal of red cedar and Siberian elms within approximately 100 feet of the trail. The site was then seeded with species favored by monarch butterflies and other pollinators. This project converted fallow land into a native, pollinator friendly landscape that abuts a heavily used walking/biking trail in the community. Thus, it not only created new habitat but also did so in a location that would is highly visible to the community.



Brookfield Trail Connection

In 2016, Ramsey identified an opportunity to create a new trail connection to the Trott Brook Trail, a very popular walking/biking trail that parallels Trott Brook. There were multiple facets to this project that, in concert, would improve mobility, create pollinator friendly habitat, promote infiltration and improve water quality. The new trail segment provided a 'mid-block' connection to the existing Trott Brook Trail. Since the existing pedestrian ramp was at the low spot in the road, an opportunity existed to incorporate a rain garden into this project to promote infiltration and groundwater recharge while also improving the water quality of a large stormwater pond that serves as a 'water feature amenity' for this neighborhood also. Finally, rather than installing a typically turf grass landscape that would require irrigation and regular, routine maintenance (mowing), a native, pollinator friendly landscape was established on both sides of the trail. This creates not only additional habitat for pollinators, but also will result in year round interest and variability in the view shed.

Figure 31: Brookfield Trail Connection



Shoreline Protection

The Mississippi River and Rum River experience significant erosion that poses a threat to individual properties and water quality as well. The Anoka Conservation District completed an inventory of the Mississippi River shoreline in December of 2015 to assess the severity of erosion. While a

formal shoreline erosion inventory has not been completed on the Rum River, the Lower Rum River Watershed Management Organization (LRRWMO), along with City Staff, do conduct annual inspections to identify potential erosion concerns (as well as potential violations of the Wild and Scenic River Overlay District).

One of the primary impetuses for the formal inventory of the Mississippi River shoreline was to identify the most problematic properties and to use that data to solicit funding assistance.

Acceptable Shoreline Stabilization Techniques

There are a number of potential acceptable stabilization techniques that can be employed. While Ramsey would look for guidance from other, more technically specialized agencies, such as the Anoka Conservation District and the Department of Natural Resources, some potentially acceptable techniques may include:

- Vegetation
- Natural Barriers
- Rip Rap
- Wing Dams
- Other

Oftentimes, a combination of techniques may be necessary. However, each site likely will have specific conditions or circumstances that will, at least in part, determine which method(s) will be most effective.

New Preservation Efforts

Moving forward, Ramsey desires to enhance efforts in two (2) main categories.

1. Groundwater Supply Preservation
2. Solid Waste Reduction
3. Access to Solar
4. Alternative Energy
5. Greenway Planning
6. Water Quality
7. Public Realm Landscaping

Groundwater Supply Preservation

Ramsey desires to protect the quantity and quality of our groundwater supply and aquifers. The City will accomplish this goal with two (2) broad strategies.

1. Programs, Incentives, and Rebates
2. Educational Initiatives

In the summer months, Ramsey's water usage typically doubles or almost triples that of winter months. This is not due to a lack of concern by Ramsey residents regarding water supply, but rather it is the result of the predominantly sandy nature of sandy soils. This previously prompted Ramsey to adopt a topsoil requirement applicable to any property with a Building Permit for a new

principal building. However, this is not necessarily addressing the water usage as many property owners have not altered the programming of their irrigation system to account for the higher organic content of the topsoil.

The Environmental Policy Board (EPB) recommended a change to City Code that required any new in-ground irrigation system to be equipped with some form of water efficient technology (e.g. smart controller, soil moisture sensors, evapotranspiration sensors, etc.). But, beyond that, the EPB also expressed an interest in incentives and/or rebates to encourage existing property owners with in-ground irrigation systems to consider retrofitting their irrigation system with water efficient technologies. Due to the greater financial impact of retrofitting, the EPB felt that a carrot, rather than a stick, approach would be better.

There continues to be a need for public education on the current status of groundwater availability and conservation techniques and measures that could be implemented by individual property owners to help reduce the demand on aquifers. Ramsey has a keen interest in this subject as it had previously explored utilizing surface water from the Mississippi River as a source of drinking water. However, this is truly a regional issue and one that Ramsey believes needs a regional solution. Thus, instituting an education and awareness campaign around groundwater has the distinct ability to help delay and defer any significant capital expenses that Ramsey may incur.

Solid Waste Reduction

Ramsey contracts with a single hauler for curbside service for single-family residential . This not only helps with participation rates and education, but also helps reduce the number of trucks traversing local streets (less wear and tear and likely reduces air pollutants as well). The curbside program provides collection of recyclables on an every other week (EOW) schedule. Ramsey is divided into an east side and west side for collection purposes, generally along Sunfish Lake Blvd and Nowthen Blvd (with all residential properties south of Highway 10 being considered west).

In 2014, State Statute 115A.551 (Recycling) was amending to specify that by December 31, 2030, each metropolitan county will have a goal to recycle seventy-five percent (75%), by weight, of the total solid waste generated. Furthermore, it states that counties will develop or require political subdivisions within the county to develop and implement programs, practices, and/or methods designed to achieve this goal.

In recognition of this aggressive goal, Ramsey has created new and/or additional opportunities for residents to properly dispose of recyclable materials. This includes expanding the list of acceptable materials collected during Ramsey's Recycling Day events, which now accepts carpet, carpet padding, textiles, motor oil, oil filters, and antifreeze. Additionally, Ramsey has added a third Recycling Day (summer) event to provide an additional opportunity for residents to properly dispose of materials generally not accepted through the curbside program.

After review of a recent metropolitan waste sort (completed for Hennepin County in 2016), it is clear that organic materials represent the largest component remaining in trash. This represents a potential opportunity to boost Ramsey's recycling tonnage, which led the city to implement an organics recycling drop-off program.



Ramsey is providing 'starter kits' at no cost to encourage residents to participate in this program. There are carts located at the Public Works Campus for participants to drop off their organics. Ramsey is continuing to explore various options to expand and improve the organics program. This could include a larger scale drop-off site and/or a curbside program is yet another attempt to increase the amount of material diverted from the trash to the recycling stream.



The greatest opportunity to realize significant gains in recycling, however, will likely come from the commercial sector. While Ramsey's recycling program is focused on the residential sector, primarily based on how the program is funded (Select Committee on Recycling and the Environment, aka SCORE), Anoka County does work with the commercial sector. They have partnered with Minnesota Waste Wise to conduct waste audits for interested commercial entities and guidance on how to increase recycling and reduce waste (and possibly costs too). Ramsey supports this work and will continue to explore opportunities to educate and assist the commercial sector with waste reduction measures where feasible.

Access to Solar

In the mid-2010s, Ramsey amended its Zoning Code to permit both ground mounted and building mounted solar arrays as an accessory use in any zoning district. This created the possibility for both the residential and commercial/industrial sectors to lawfully install solar energy systems if they so desired. In 2017, Ramsey amended its Zoning Code again to identify solar energy systems as a principal use with the issuance of a Conditional Use Permit within the Public/Quasi-Public zoning district.

Figure 32: Gross Solar Potential

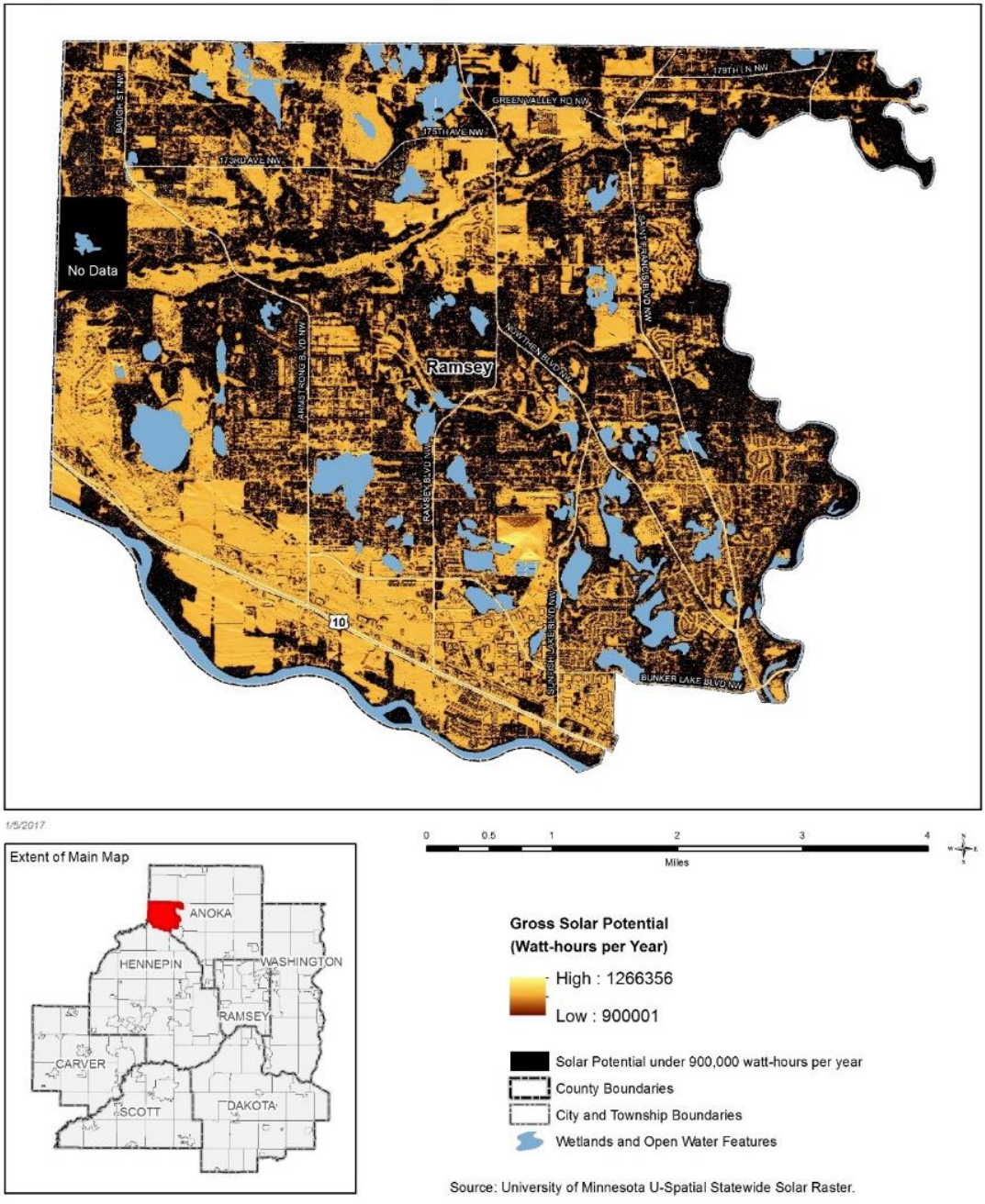


Table 58: Solar Resource Calculation

Gross Potential (Mwh/year)	Rooftop Potential (Mwh/year)	Gross Generation Potential (Mwh/year)	Rooftop Generation Potential (Mwh/year)
42,494,174	1,503,708	4,249,417	150,370

Alternative Energy

Ramsey recognizes the growing field of renewable energy sources and has taken steps over the past decade to include provisions in the Zoning Code that govern their installation. In addition to solar energy systems (as addressed above), Ramsey also permits, under certain conditions, Wind Energy Conversion Systems (WECS) and Ground Source Heat Pumps. Ramsey will continue to monitor the evolution of alternative energies and, where appropriate and supported by the community, will contemplate zoning amendments to avoid unintentionally prohibiting their installation.

Greenway Planning

Ramsey has developed a robust system of parks and trails. Trail connectivity is a key metric of success for our community. Ramsey desires to continue our tradition of prudent trail planning, connecting important recreational and ecological resources. In order prioritize limited resources to accomplish this goal, Ramsey has prioritized important trail connections around the 'Circle of Ramsey' connecting our system of Community Parks. More information on this topic is found in the parks section of this plan.

Water Quality

Chlorides (de-icing salts) are a growing concern, not only in Ramsey but across the state, due to their likely impact on water quality. Ramsey is committed to exploring opportunities to reduce the quantities of de-icing salts used on roadways as long as it does not negatively impact safety. Options that could be considered or further investigated include an outright reduction in salt applied to roadways and parking lots, installation of pervious pavement and/or pervious concrete roads, alternative road surfaces (e.g. 'solar' roads that aid in melting snow), etc.

Public Realm Landscaping

Ramsey is committed to growing its boulevard/street tree program. A well designed urban forest addresses several of the key imperatives that were identified throughout the public engagement process. Boulevard trees aid with reducing stormwater runoff (improved water quality and increased infiltration). As Ramsey continues to develop, it will inevitably result in a greater number of vehicles on the roads. Boulevard trees will help filter out pollutants and other particulates from the air while also having a traffic calming effect. Boulevard trees also add economic and aesthetic value to neighborhoods and commercial districts.

University of Minnesota Resilient Communities Project

During the 2017-2018 Academic School Year, Ramsey partnered with the University of Minnesota's Resilient Communities Project (RCP) to advance resilience planning and goals. A summary of the projects evaluated during the academic year is found below. Project reports are available upon requests. Many of the recommendations from the RCP partnership are integrated into this document's goals and implementation strategies.



RESILIENT COMMUNITIES PROJECT

What is the Resilient Communities Project?

The Resilient Communities Project (RCP) is a cross disciplinary program at the University of Minnesota whose mission is to connect communities in Minnesota with University faculty and students to advance local sustainability and resilience through collaborative, course-based projects. Ultimately, RCP strives to

- build local capacity to address community sustainability and resilience issues
- train students to be future sustainability practitioners in their fields
- produce case studies, tool kits, and other resources that advance sustainability and resilience practice at the community scale

How does RCP work?

Each academic year, RCP selects a partner community (typically a city, county, or tribal government) through a competitive process. RCP collaborates with the selected community to identify between 5 and 30 projects— based on community identified environmental, social, and economic issues and needs—that will advance local sustainability and resilience. Then, RCP serves as a matchmaker, strategically connecting the community's projects with existing U of MN courses that can provide appropriate research or technical assistance.

Staff and stakeholders from our partner communities work closely with faculty and students to provide local knowledge and deeper insight into the issues, ensuring the work students undertake is relevant to the community context. Outcomes from each University course are documented in a final report and presentation at the conclusion of the semester. Project results are shared with the community, and disseminated through RCP's website for use by other communities.

What are the benefits to students of collaborating with RCP?

- Efficient access to high-quality and well-organized community projects
- Experience applying your knowledge and skills to real-world issues
- Opportunities to build your resume or portfolio for future job interviews
- Potential to meaningfully advance local sustainability and resilience
- Local and regional visibility and recognition for your work
- Opportunities to network with local government and industry professionals

For more information:

Mike Greco
Director
mgreco@umn.edu
612.625.7501

Dan Herrera
Program Associate
dherrera@umn.edu
612.625.9397

Resilient Communities Project
University of Minnesota
330 HHHSPA
301 19th Ave. S.
Minneapolis, MN 55455

rcp@umn.edu
www.rcp.umn.edu
@RCPumn
RCPumn

Resilient Communities Project
University of Minnesota
Driven to Discover℠



RCP–RAMSEY PROJECTS, 2017–2018

City of RAMSEY

For the 2017–2018 academic year, RCP is collaborating with the City of Ramsey on 20 projects that will engage dozens of U of MN courses and hundreds of students to provide information, ideas, and new perspectives on locally identified sustainability and resilience issues.

Community Identity and Engagement

Every Voice Matters
Resident Engagement and Volunteerism Plan

A Gathering Place for Community
Community Center Plan

Sustaining Our Legacy
Historic Town Hall Plan

Creating Community Identify
Branding and Marketing Plan

Land Use and Transportation

Highway 10: A Community and Regional Focal Point
U.S. Highway 10 Corridor Plan

Connecting Ramsey
City-Wide Greenway Plan

A Gathering Within: An Attraction Beyond
The CDR Development Plan Update

Paying for Future Infrastructure Needs
Development Fee Study

Environmental Stewardship

Integrating Resources into Our Future
Natural Resources Management and Outreach Plan

Preventing Flood Damage and Disaster
Floodplain Communications Plan

Reduce Waste, Reuse Resources
Organics Recycling Plan

Clean Water, Clean Soil
Septic System Communications Plan

Will the Faucet Turn On?
Water Conservation Toolkit

Restoring Our Edge
Mississippi Shoreline Plan

Housing and Economic Development

Encouraging Small Business Growth and Expansion
Business Incubator Plan

Creating Housing Opportunities for All Generations
Housing Plan

Creating Destination
Retail Market Analysis

Administration

Protecting Our Investments
Asset Management Plan

Sustaining Our Team
Employee Development Plan

Employee Benefits for the Next Generation
Employee Benefits Plan

© The Regents of the University of Minnesota, 2012–2017.
Photos by Steve Schneider, Mike Greco, and Barrett Columbo.

RCP is a program of the University of Minnesota's Center for Urban and Regional Affairs (CURA).

the University of Minnesota is an equal opportunity educator and employer.
This publication/material is available in alternative formats upon request. Direct requests to rcp@umn.edu or 612-625-7501.
Printed on recycled and recyclable paper with at least 10 percent postconsumer waste material.

Natural Resources Implementation Plan

Strategy: Ensure sustainability of food supply and food web

Policies and Actions:

1. Promote pollinator-friendly landscape practices

Strategy: Maintain and enhance the community forest

Policies and Actions:

1. Develop a boulevard tree program

Strategy: Reduce erosion along shorelines

Policies and Actions:

1. Create a Shoreline Protection Plan for the Mississippi River
2. Create a Shoreline Protection Plan for the Rum River

Strategy: Preserve significant ecological resources during development

Policies and Actions

1. Create a Conservation Subdivision Design policy
2. Create and overlay district for Trott Brook
3. Implement the Mississippi River Corridor Critical Area Plan

Strategy: Improve Sustainability and Resilience

Policies and Actions

1. Create a Community Resilience Plan

Strategy: Improve recreation opportunities along the City's Priority Greenway Plan

Policies and Actions

1. Complete the priority greenway plan

Strategy: Improve connections to significant ecological resources

Policies and Actions

1. Inventory potential access points to significant ecological resources

Strategy: Improve awareness for groundwater planning

Policies and Actions

1. Create an outreach plan for groundwater planning

Strategy: Improve awareness for solid waste reduction

Policies and Actions

1. Create an outreach plan for organics recycling

Chapter 06: Mississippi River Corridor Critical Area Plan (MRCCA)

Introduction

Designated by Governor's Executive Order in the 1970s, the Mississippi River Corridor Critical Area (MRCCA) is a land corridor along the Mississippi River in the Twin Cities Metropolitan Area governed by special land planning requirements and land development regulations. These regulations, which are implemented through local MRCCA plans and ordinances, protect and preserve the natural, scenic, recreational, and transportation resources of this section of the Mississippi River. The MRCCA comprises 72 miles of river and 54,000 acres of surrounding land in 30 local jurisdictions.

Ramsey adopted its first Critical Area Plan in 1980. Ramsey adopted its first Critical Area Ordinance in 1985, and has processed several amendments since that date.

Ramsey has ensured that plan preparation has included extensive public engagement. In 2013, Ramsey hosted a series of public workshops on the topic, and maintains a contact database. With the 2040 Comprehensive Plan update that included the updating of the MRCCA plan, the City has conducted the most extensive public engagement process to date for any of its Comprehensive Plan updates. Community engagement included both online and in person activities resulting in feedback from a wide variety of stakeholders, many of which had likely not previously participated in community planning efforts.

In 1988, the U.S. Congress established the Mississippi River and Recreation Area (MNRRA), a unit of the National Park System. The MNRRA shares the same boundary as the MRCCA, and the park's Comprehensive Management Plan (CMP), signed by the Governor and Secretary of the Interior, incorporates by reference the MRCCA program for land use management. Rather than institute a separate layer of federal regulations, the MNRRA largely relies on the MRCCA to manage land use within the park. This reliance establishes a unique partnership and framework for land use management amongst the local, state, and federal governments to protect the intrinsic resources of the Mississippi River Corridor.

Comprehensive Plan Strategic Imperatives

- A Balance of Rural Character and Urban Growth
- An Active Community (Parks, Recreation, and Open Space)
- A Connected Community (Transportation)
- A Positive Learning Environment

Initiatives for the Critical Area

- Protect and Restore Significant Ecological Resources
- Improve Water Quality
- Maintain and Improve Recreation Opportunities along and adjacent to the Mississippi River
- Improve Access to the Mississippi River
- Communicate the Benefits of Protection of Ecological Resources

Progress on MRCCA goals

The City of Ramsey has accomplished many goals described in previously approved plans including the Critical Area Plan.

1. Pearson Place Residential Development – a 12 unit large lot subdivision which is serviced by an extension of Bowers Drive was recently approved by the City. The City maintained large lot standards to improve pretreatment of runoff prior to flowing down to the Mississippi River.

2. Connexus Solar Garden – Connexus Energy recently developed a solar garden near the intersection of Riverdale Dr NW and Llama St NW. The solar garden had native pollinator plants established as ground cover providing additional water treatment benefits as well as increased habitat for area wildlife.

3. Riverwalk Village – a 14 unit single family residential development on the southeastern edge of the City will result in the removal of a former landfill and will have stormwater ponds constructed for additional pretreatment of runoff. The project received Tax Base Revitalization Account (TBRA) funds from the Metropolitan Council to assist with the clean up costs.

Mississippi River Corridor Critical Area Districts

The City is not currently aware of any conflicts with future land use designations and the established purpose of the MRCCA districts.

River Neighborhood (CA-RN)

The river neighborhood district is characterized by primarily residential neighborhoods that are riparian or readily visible from the river or that abut riparian parkland. The district includes parks and open space, limited commercial development, marinas, and related land uses.

The river neighborhood district must be managed to maintain the character of the river corridor within the context of existing residential and related neighborhood development, and to protect and enhance habitat, parks and open space, public river corridor views, and scenic, natural, and historic areas. Minimizing erosion and the flow of untreated storm water into the river and enhancing habitat and shoreline habitat vegetation are priorities in the district.

Rural Open Space (CA-ROS)

The rural and open space district is characterized by rural and low-density development patterns and land uses, and includes land that is riparian or visible from the river, as well as large, undeveloped tracts of high ecological and scenic value, floodplain, and undeveloped islands. Many primary conservation areas exist in the district.

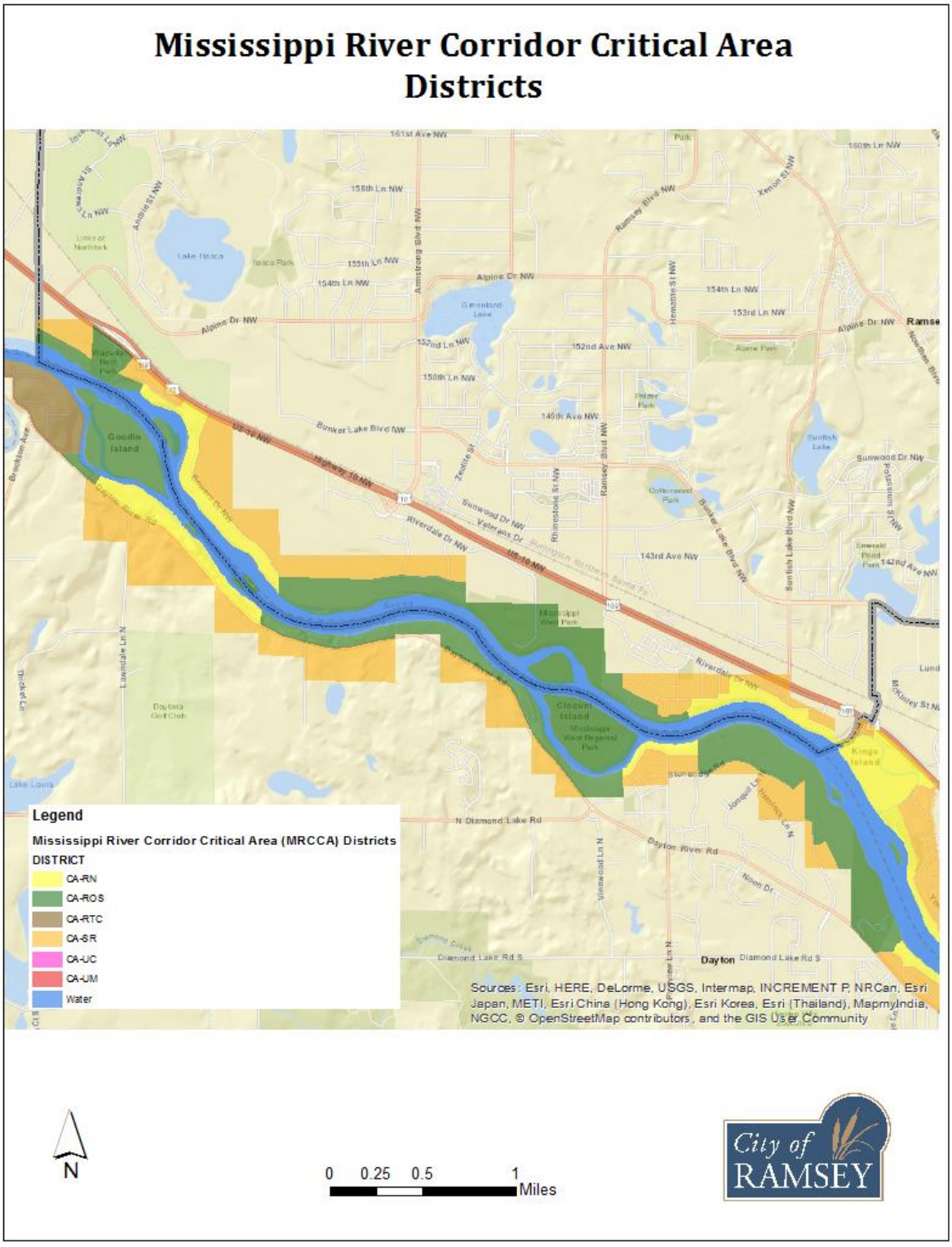
The rural open space district must be managed to sustain and restore the rural and natural character of the corridor and to protect and enhance habitat, parks and open space, public river corridor views, and scenic, natural, and historic areas.

Separated From River (CA-SR)

The separated from river district is characterized by its physical and visual distance from the Mississippi River. The district includes land separated from the river by distance, topography, development, or a transportation corridor. The land in this district is not readily visible from the Mississippi River.

The CA-SR district provides flexibility in managing development without negatively affecting the key resources and features of the river corridor. Minimizing negative impacts to primary conservation areas and minimizing erosion and flow of untreated storm water into the Mississippi River are priorities in the district.

Figure 33: Mississippi River Corridor Critical Area Districts



Primary Conservation Areas

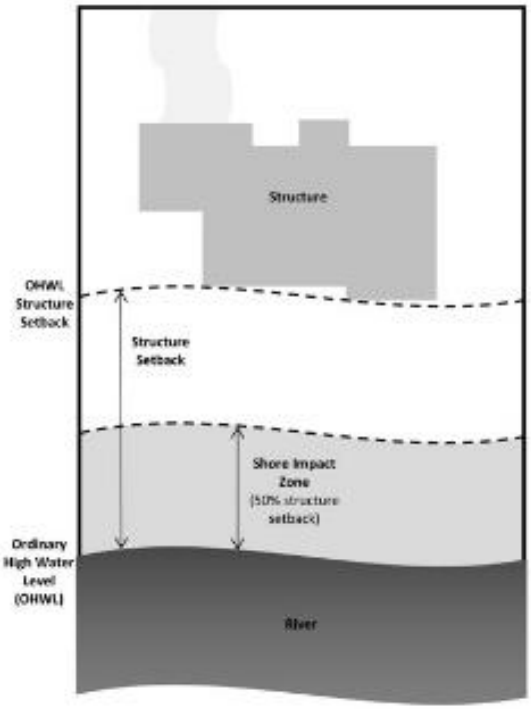
"Primary conservation areas" means key resources and features, including shore impact zones, bluff impact zones, floodplains, wetlands, gorges, areas of confluence with tributaries, natural drainage routes, unstable soils and bedrock, native plant communities, cultural and historic properties, significant existing vegetative stands, tree canopies, and other resources identified in local government plans.

General Overview and Description

The City recognizes bluffs, wetlands, floodplains, natural drainage routes, bluff impact zones, cultural and historic properties, unstable soils and bedrock, as well as shore impact zones and DNR identified native plant communities as primary conservation areas (PCAs) within the MRCCA boundary in the City. These areas are shown on Figures 34, 35, 36, 37, 38, and 39. The City will strive to protect these areas from public and private development and land use activities.

Shore Impact Zones

"Shore impact zone" means land located between the ordinary high water level of public waters and a line parallel to it at a setback of 50 percent of the required structure setback or, for areas in agricultural use, 50 feet landward of the ordinary high water level.



Floodplains and Wetlands

"Floodplain" means the areas adjoining a watercourse which has been or hereafter may be covered by the regional flood.

Confluence with Key Tributaries

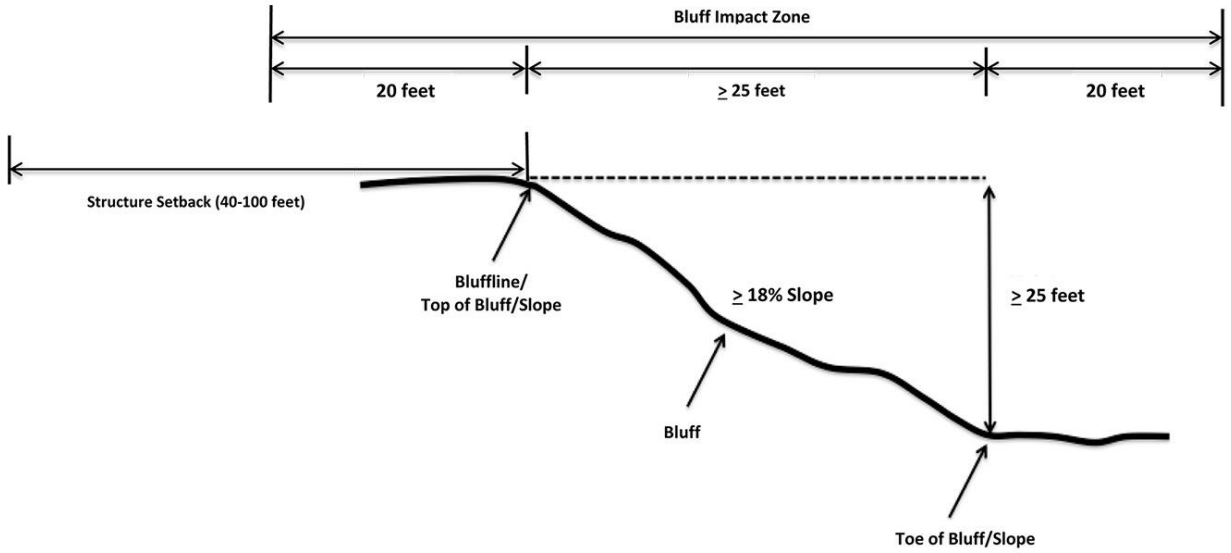
There are no confluences with key tributaries within Ramsey.

Natural Drainage Areas

The Critical Area Plan includes mapping of natural drainage areas that impact the Mississippi River.

Bluff Impact Zone

"Bluff impact zone" means the bluff and land within 20 feet of the bluff.



Native Plant Communities and Significant Existing Vegetative Stands

"Native plant community" means a plant community that has been identified as part of the Minnesota biological survey or biological survey issued or adopted by a local, state, or federal agency. Significant existing vegetation stands refers to vegetation considered 'significant'. The plant communities are significant based on their state of being largely intact and connected and contain a sufficient representation of the original native plant community. This vegetation provides high ecological value in addition to the water quality and scenic values of "natural vegetation".

Cultural & Historic Properties

Historic property" means an archaeological site, standing structure, site, district, or other property that is:

- Listed in the National Register of Historic Places or the State Register of Historic Places or locally designated as a historic site under Minnesota Statutes, chapter 471;
- Determined to meet the criteria for eligibility to the National Register of Historic Places or the State Register of Historic Places; or
- An unplatted cemetery that falls under the provisions of Minnesota Statutes, chapter 307, in consultation with the Office of the State Archeologist.

One area of cultural and historic significance is located in the corridor. It does not meet the definition above. The location of the first settlement in Ramsey is located within the corridor, originally known as Itasca Village. There are no remaining structures or assets from this original settlement.

Gorges

There are no gorges located in Ramsey.

Unstable Soils and Bedrock

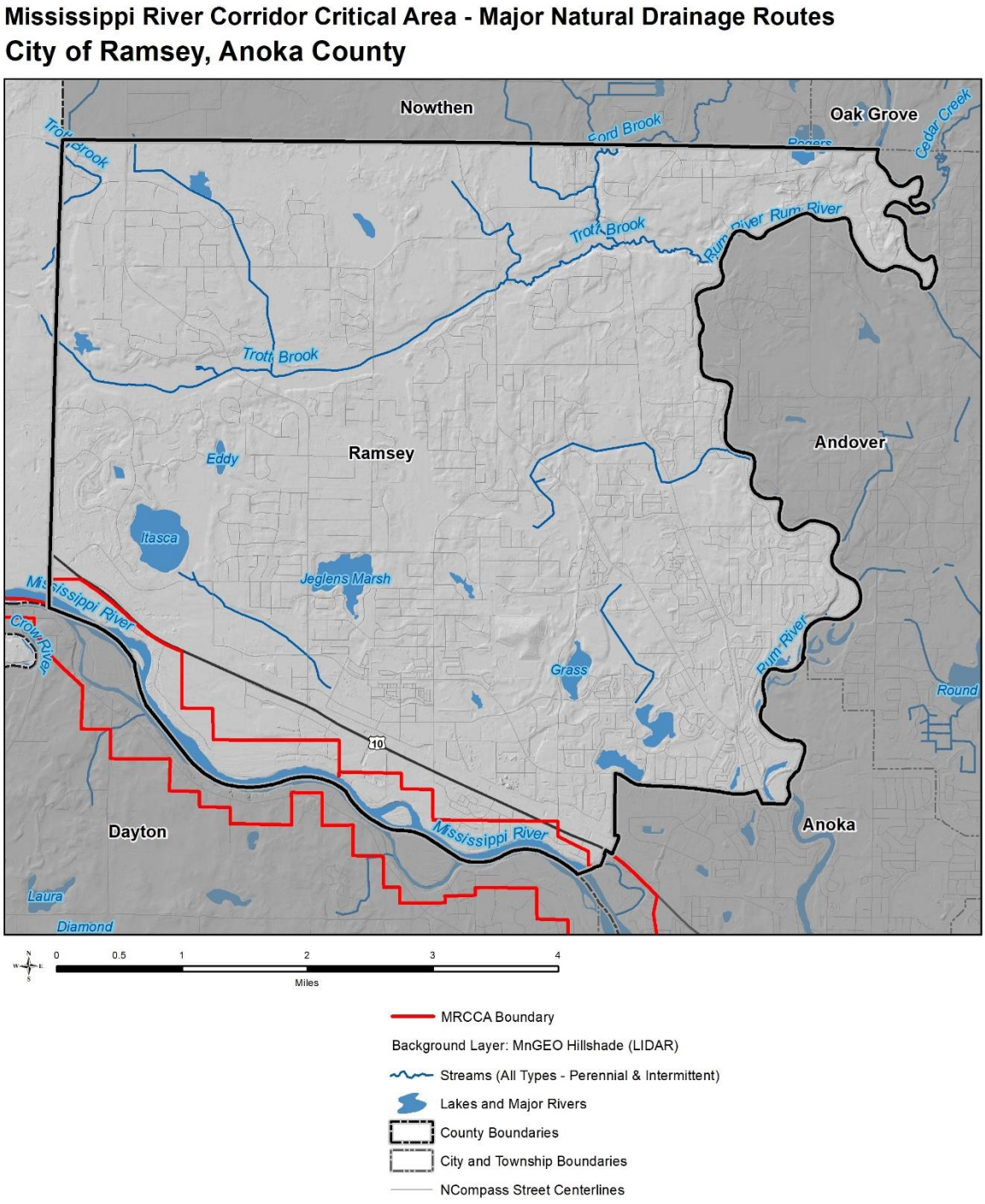
There are significant areas of shoreline erosion located along Ramsey's Mississippi River Shoreline. This erosion is documented through a 2016 Anoka Conservation District Survey. The results of said survey are incorporated into this document by reference. Ramsey will be utilizing this information for education, outreach, and funding purposes to restore priority areas from further erosion.

Figure 34: Shore Impact Zone Map



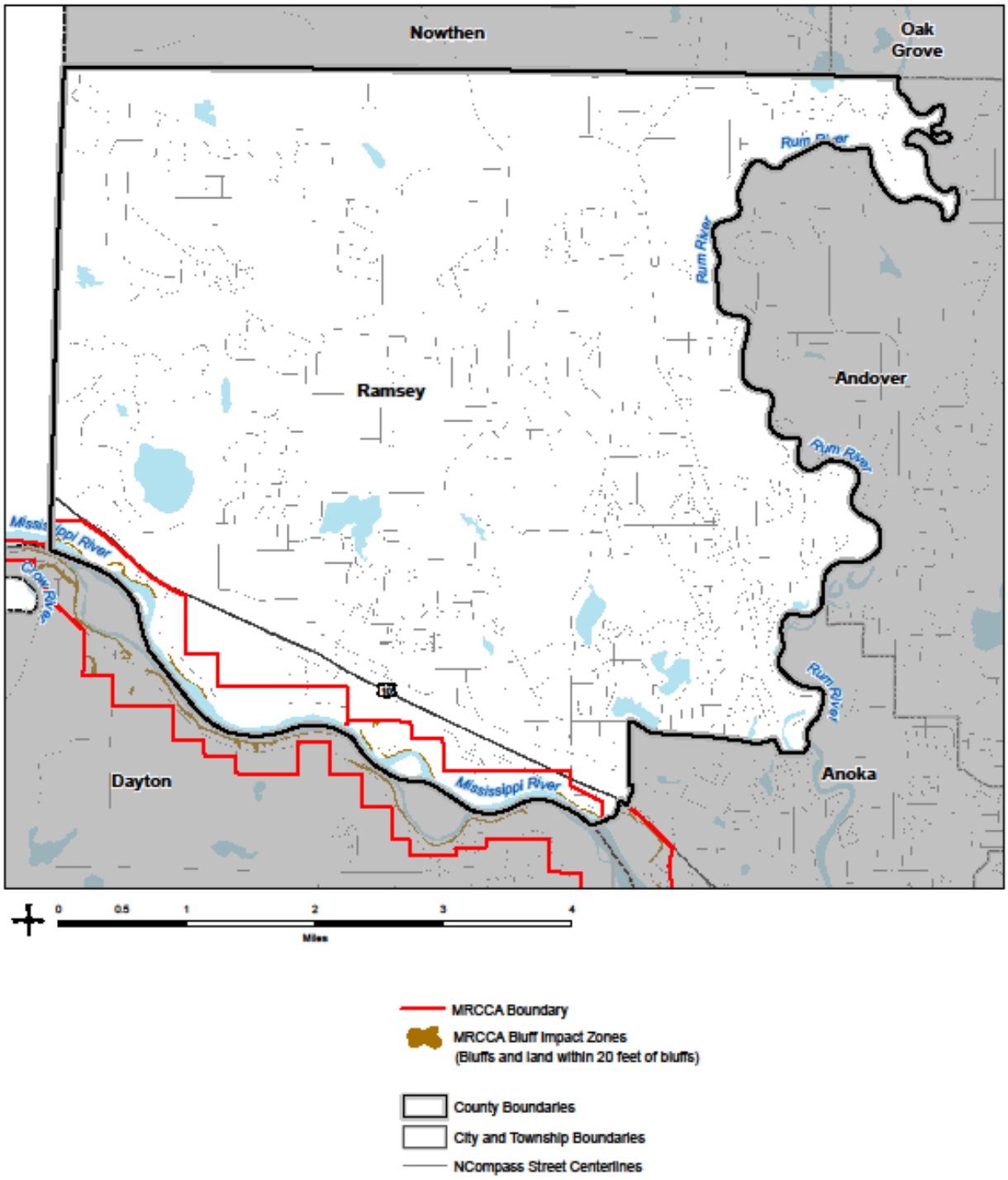
Figure 35: Floodplains and Wetland

Figure 36: Natural Drainage Areas



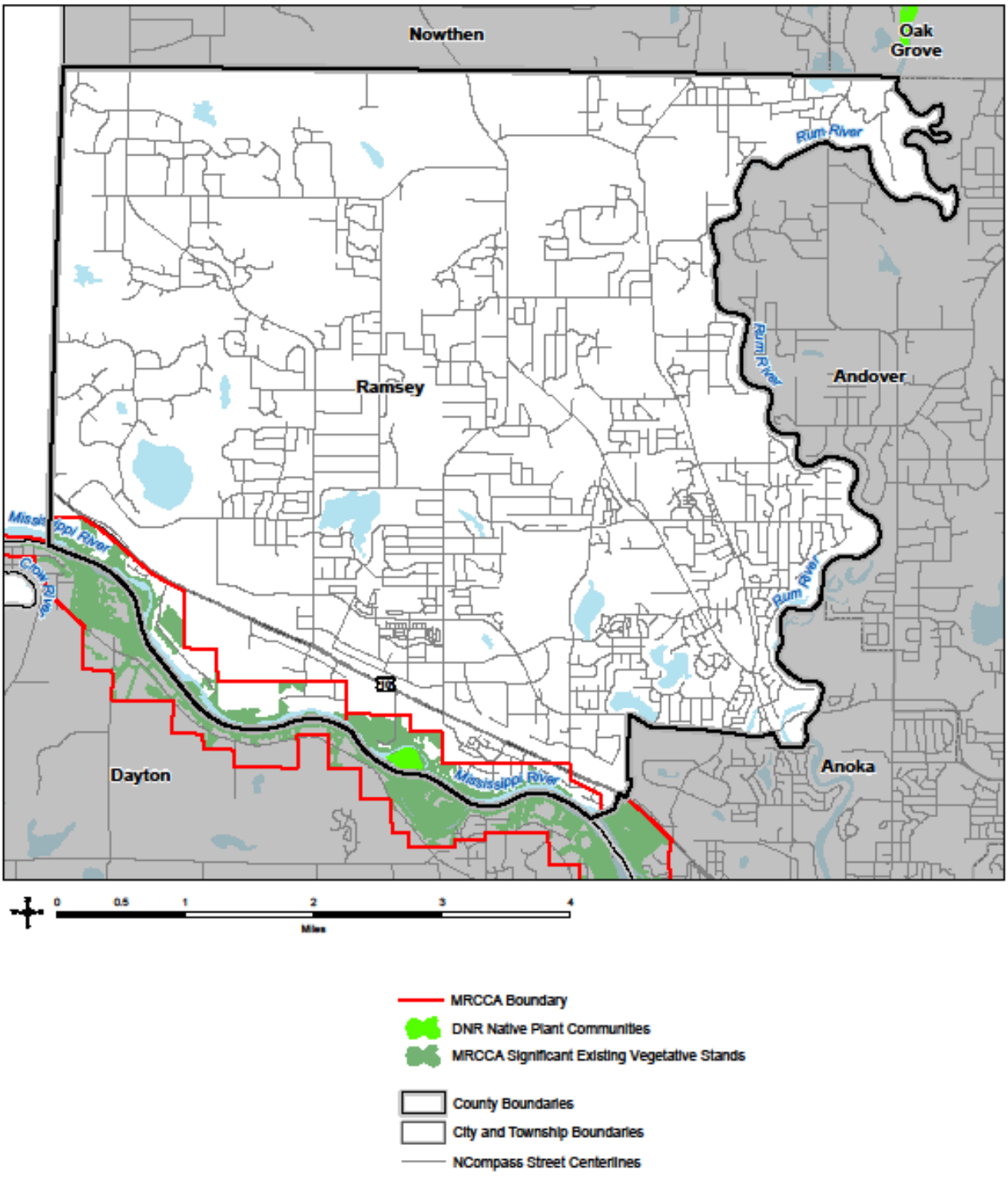
The Mississippi River serves as the only natural drainage route within the MRCCA within the City's municipal boundary.

Figure 37: Bluffs and Bluff Impact Zones



Bluffs are located on both the City of Ramsey as well as City of Dayton sides of the river. These bluffs are visible from the adjacent communities and provide valuable scenic views due to the bluffs themselves as well as the vegetation which exists along the bluffs. These views are of scenic value to those on land as well as river users.

Figure 38: Native Plant Communities & Significant Existing Vegetative Stands



Public River Corridor Views

General Overview

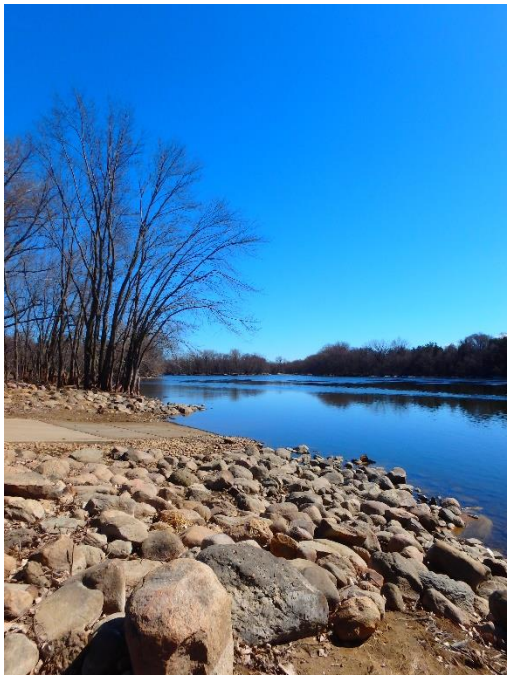
The City of Ramsey is fortunate to have the Mississippi West Regional Park from which residents and visitors can view the Mississippi River. The location of this park is shown on Map 39. A key component of the Critical Area Plan is to when possible to improve access to public river corridor views and protect the views of bluffs from the river.

Views Toward River from Public Places (PRCV)

Two views were identified by Staff as being key public river corridor views (PRCVs) which are showing below as well as the location of the PRCV mapped with the direction of the view included.



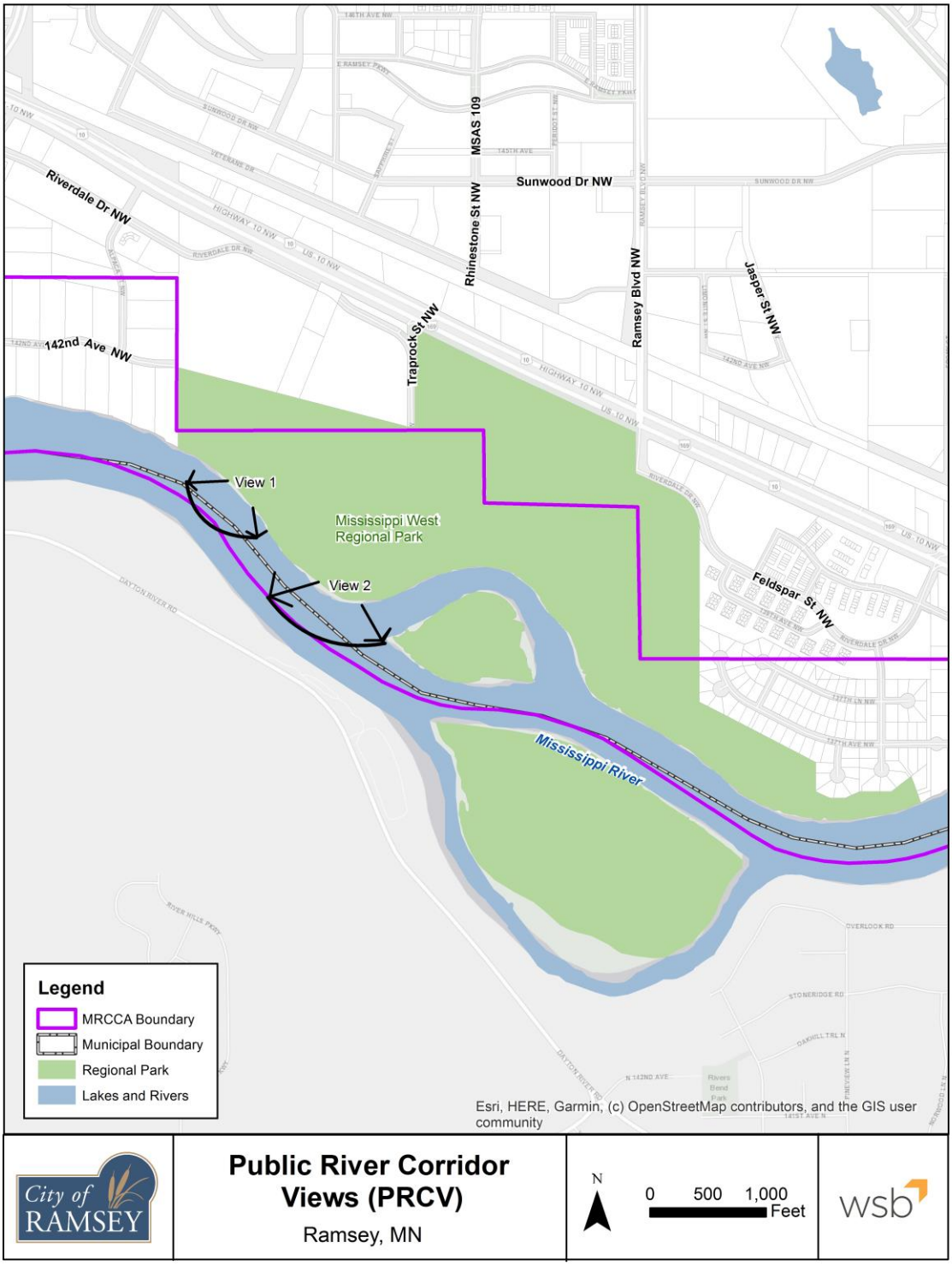
PRCV View 1



PRCV View 2

View 1 and 2 are deemed important PRCV's due to their direct pedestrian (view 1) and vehicular (view 2) access to the waterfront as well as existing dense vegetation at both sites. Loss of vegetation at either site may result in erosion that could reduce water quality in the area and thus degrade the overall aesthetic of the area.

Figure 39: Public River Corridor View Location

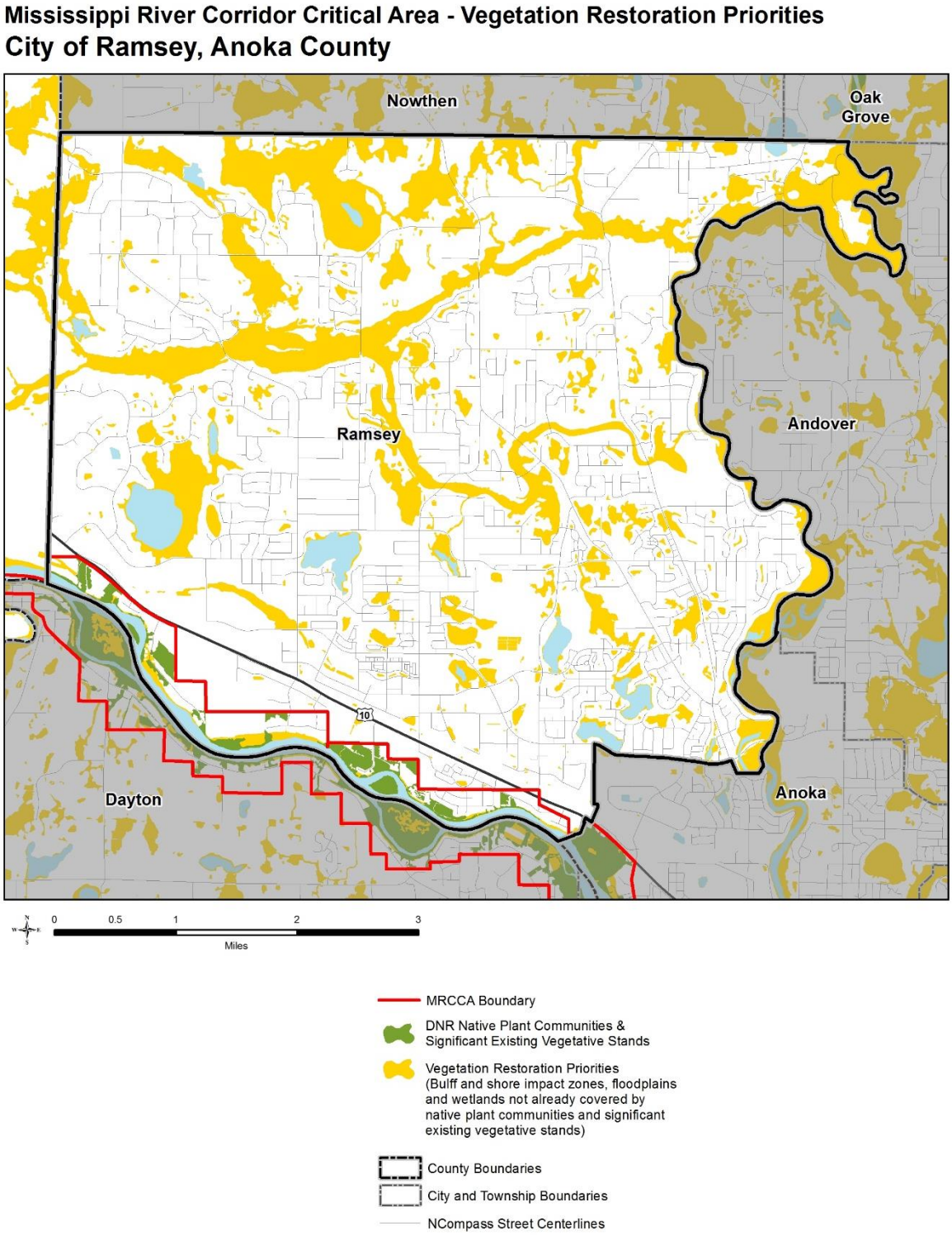


Priorities for Restoration

Ramsey's priority for restoration within the Corridor is protecting the Corridor from significant erosion as identified by the 2017 Anoka Conservation District Mississippi River Shoreline Inventory for Ramsey.

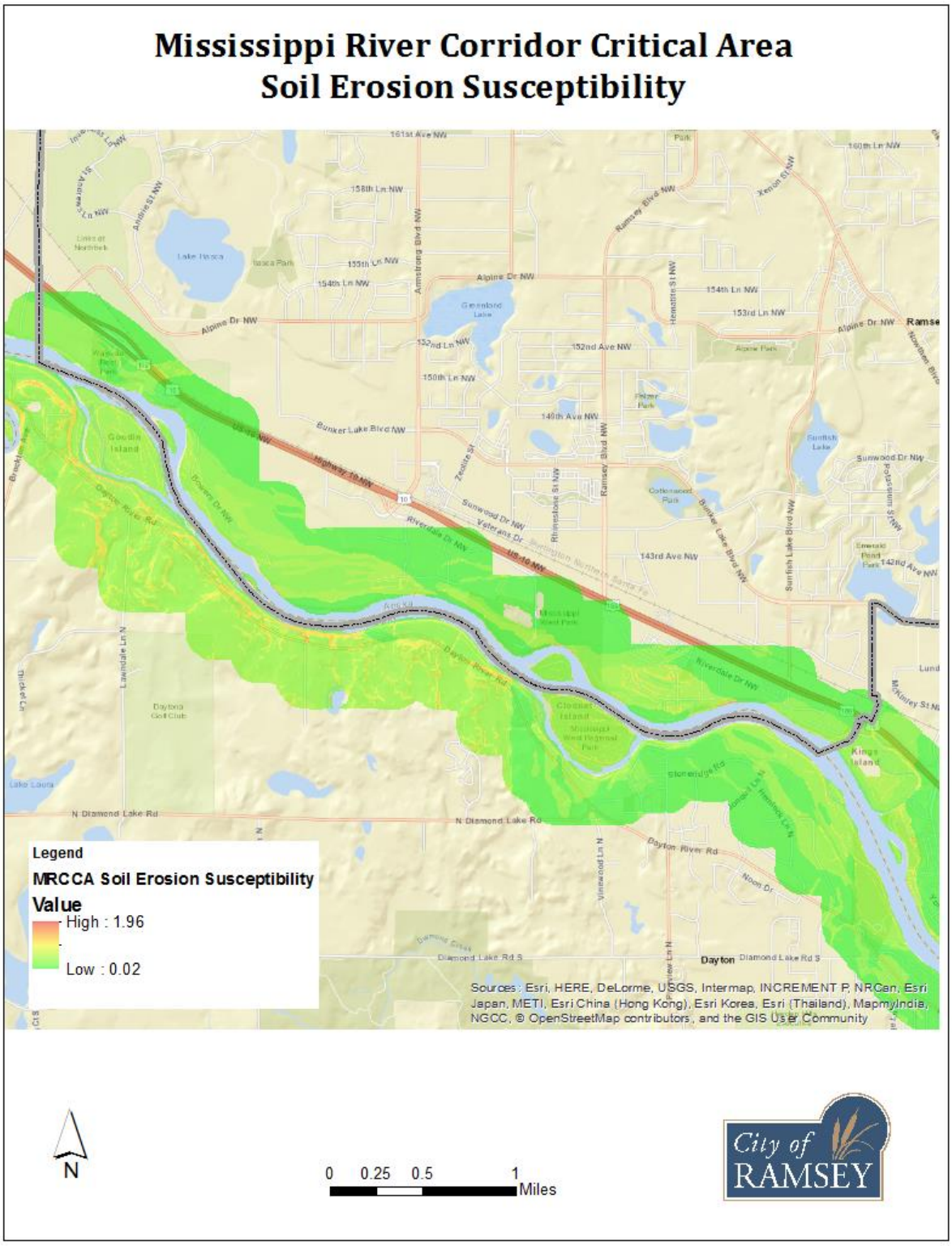
The City will work to make available the location of natural vegetation restoration priorities and the relevant ordinance requirements that apply to their property for project planning and permitting.

Figure 40: Vegetation Restoration Priorities



Vegetation restoration priorities are shore and bluff impact zones, floodplains and wetland that do not have native or natural vegetation cover and are susceptible to erosion or degradation because they are not stabilized with high quality vegetation. Restoration priorities are composed of both vegetation establishment as well as erosion and bank stabilization.

Figure 41: Soil Erosion Susceptibility



Those areas with higher erosion susceptibility are of increased importance for vegetation restoration and bank and slope stabilization as the likelihood of damage is higher due to the increase susceptibility of soil erosion in these areas.

Surface Water Uses

Surface water Uses can have negative impacts on riverbank erosion. The City is aware that recreational boat uses have known impacts on the Coon Rapids Dam Pool. The City does not currently regulate any surface water use under Chapter 86B (MR 6110.3000 – 6110.3800).

Open Space & Recreational Facilities

Existing Recreation Facilities

The Mississippi River Trail, Mississippi West Regional Park, and Riverdale Park are currently located within the Corridor.

Future Recreation Facilities

The future Mississippi West Regional Park is located within the Corridor. In addition, the future alignment of Central Anoka County Regional Trail connects to the Corridor. A future component of the Central Anoka County Regional Trail is a grade-separated pedestrian crossing over the BNSF/Northstar Commuter Rail Corridor and U.S. Highway 10, known as the Mississippi Skyway.

Water-Oriented Land Uses

Water oriented land uses are land uses on land riparian to the river that need to be there because they are water-oriented, such as a marina or restaurant with views of the river. As such, a boat launch classifies as a water-oriented land use.

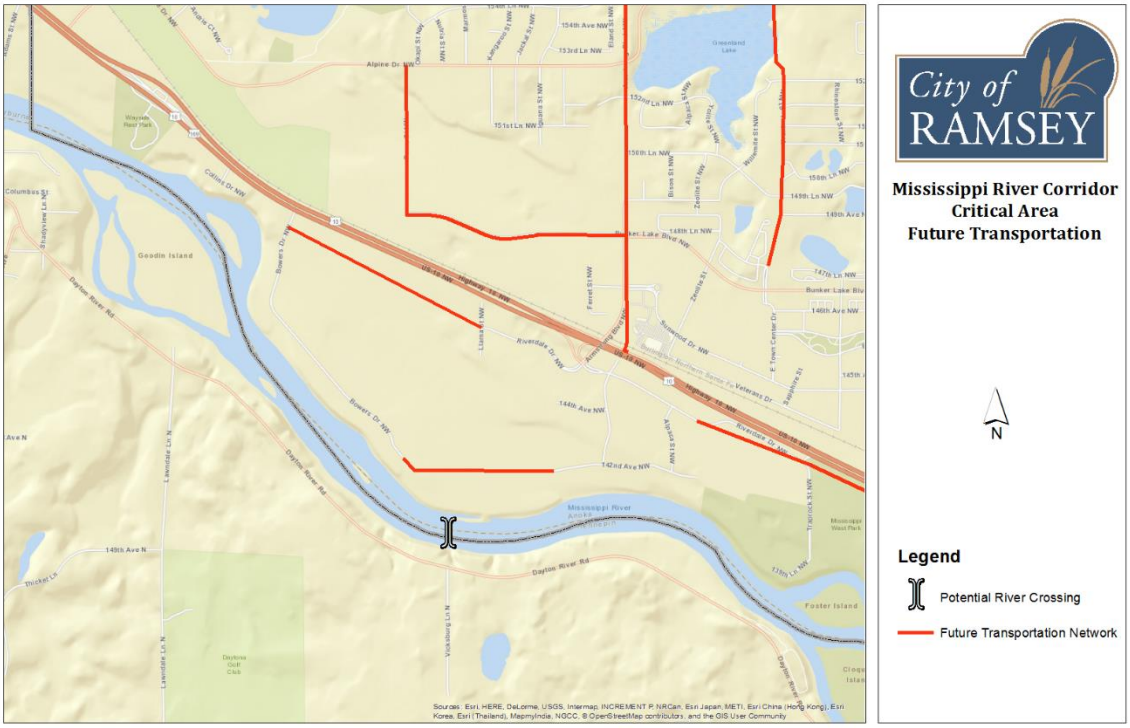
Water-Oriented Use

Currently there is a boat launch at the site of the planned Mississippi River West Regional Park. This is an important community asset for the purposes of public river access. The Mississippi West Regional Park will be a primary access to encourage interaction with the Mississippi River. There is also a future local park planned west of Mississippi West Regional Park. The location of this water-oriented use is identified as “view 2” on the Public River Corridor View figure.

Transportation & Public Utilities

An existing Connexus Energy Electric Transmission Line current crosses the Mississippi River connecting Ramsey and Dayton. Ramsey continues to plan for a future River Crossing between Ramsey and Dayton which is shown in Figure 23 in the Transportation chapter.

Figure 42: Mississippi River Bridge/Crossing



There are currently no electric power generating facilities installed within the MRCCA boundary. There is however a solar garden owned and operated by Connexus Energy just outside of the boundary. The City and will work with Connexus Energy to minimize the visual impact future transmission lines to the system would have on PCAs and PRCVs in the area. Solar power generating facilities are allowed as an accessory use is all city zoning districts. Ground mounted solar energy systems are required to comply with all building setbacks in the applicable zoning district. The height of ground mounted solar energy systems at maximum designed tilt shall not exceed the distance from the nearest property boundary or the maximum allowable building height for the applicable zoning district, whichever is more restrictive. Building mounted solar energy systems shall comply with the maximum allowable building height for the applicable zoning district. The limitations on height to be in conformance with height of other structures in the zoning district will limit the amount of impact a solar energy system could have on area PRCV's.

MRCCA Policies

Districts/Land Use

Policy 1: The City will implement the policies of the Critical Area by adopting the new MRCCA districts within our Zoning Code and amend the City's Zoning Map accordingly.

Policy 2: The City will protect native and existing vegetation during the development process and require restoration if any is removed by development. Priorities for restoration shall include stabilization of erodible soils, riparian buffers and bluffs or steep slopes visible from the river.

Policy 3: Identify and encourage connection of CA-SR district land to existing and planned parks and trails for Local Governing Units (LGUs) with developable land in CA-SR districts.

Policy 4: Encourage that land dedication requirements be used to acquire land suitable for public river access.

Policy 5: Guide land use and development consistent with management purpose of each district.

Policy 6: Amending existing or adopting new MRCCA ordinance overlay district compliant with the goals of the MRCCA Plan and Minnesota Rules, part 6106.0070, Subp. 5 – Content of Ordinances

Primary Conservation Areas

Policy 1: The City will encourage conservation subdivision design to protect Primary Conservation Areas.

Policy 2: Conservation Subdivision Design will be utilized to allow the clustering of lots in exchange for permanent protection of Primary Conservation Areas.

Policy 3: The City will continue its proactive approach to subdivision design by encouraging setbacks and adequate lot depth to preserve Primary Conservation Areas.

Policy 4: The City will support mitigation of impacts to PCAs through subdivisions/PUDs, variances, CUPs, and other permits.

Policy 5: The City will where possible and feasible restore previously removed native plant communities and natural vegetation in riparian areas a high priority during development.

Policy 6: The City will seek to establish permanent protection of PCAs through either public acquisition, conservation easement, or deed restrictions.

Policy 7: The City will seek to minimize impacts to PCAs from solar and wind generation facilities, public transportation facilities and public utilities.

Policy 8: The City will protect Primary Conservation Areas as shown and described within this MRCCA plan.

Public River Corridor Views

Policy 1: The City will strive to work with applicable partners, especially Anoka County Parks, to improve access to Public River Corridor Views.

Policy 2: When feasible, the City will protect and minimize impacts to PRCVs from public and private development activities.

Policy 3: The City will protect and minimize impacts to PRCVs from public and private vegetation management activities.

Policy 4: The City will protect PRCVs located within the community and identified by other communities adjacent or across the river.

Policy 5: The City will seek to minimize impacts on PRCVs from solar and wind generation facilities, public transportation facilities and public utilities.

Restoration Priorities

Policy 1: The City will continue to implement pilot demonstration projects and incentives to encourage restoration of priority areas.

Policy 2: The City will seek opportunities to restore vegetation to protect and enhance PRCVs identified in this plan.

Policy 3: The City will seek opportunities to restore vegetation in restoration priority areas identified in this plan through the CUP, variance, vegetation permit and subdivision/PUD processes.

Policy 4: The City will work to sustain and enhance ecological functions (habitat value) during vegetation restorations.

Policy 5: The City will require that proposed development sites be evaluated for erosion prevention and bank and slope stabilization issues and require restoration as part of the development process.

Surface Water Uses

Policy 1: The City will continue to support Anoka County's operation of a Boat Launch along Traprock Street.

Policy 2: The City recognizes the Mississippi River as a "working river" that is important to the economy of the Twin Cities metropolitan area and the Midwest.

Policy 3: The City does not currently regulate surface water use under Minn. Statute, Chapter 86B and does not intend to assume that responsibility.

Policy 4: Where applicable, the City will seek to balance commercial and recreational surface water uses.

Water Oriented Uses

Policy 1: The City will work to minimize potential conflicts of water-oriented uses with other land uses.

Policy 2: The City acknowledges the existing water oriented uses described in this MRCCA plan and will protect those uses within the MRCCA boundary.

Open Space & Recreation Facilities

Ramsey will continue to support planning and implementation for Mississippi West. Ramsey will continue to own and maintain Riverdale Park. Ramsey will continue to plan for a new municipal park along the Mississippi River between the Alpaca Estates and Bowers neighborhoods.

Transportation & Public Utilities

Ramsey will continue to support future planning for the future Mississippi River Crossing to the City of Dayton in Hennepin County.

Ramsey will continue to support Connexus Energy's electric transmission line across the Mississippi River to the City of Dayton.

Natural Resources Planning

Ramsey undertook two (2) comprehensive inventories in the mid-2000s; a Natural Resources Inventory (NRI) and a Wetland Inventory. Both of these data sets are referenced any time a new development is proposed. These data sets help inform Ramsey if there are significant and/or high value natural resources within a development site that may warrant greater protections. While both provide valuable insight, Ramsey acknowledges that both require periodic updates to ensure that the data is accurate and relevant. There has been no specific timeframe identified for updates

to either, but for this data to remain useful, they should be revisited no less than every ten (10) to fifteen (15) years. This may be useful as Ramsey continues to consider partnering with other agencies, especially as it relates to shoreline stabilization efforts.

City Code Amendments

In order to properly administer this amended plan, the City will need to make certain amendments to City Code. These amendments include but are not necessarily limited to the following.

- Establish General Land Use Review Procedures.
- Develop administrative procedures for shoreline stabilization.
- Establish a vegetation permitting process that includes permit review procedures to ensure consideration of restoration priorities identified in this plan in permit issuance, as well as standard conditions requiring vegetation restoration for those priority areas.
- Establish process for evaluating priorities for natural vegetation restoration, erosion prevention and bank and slope stabilization, or other restoration priorities identified in this plan in CUP, variances and subdivision/PUD processes.
- Develop visual analysis approach for CUPs for additional height in the RTC and UM districts (if applicable), as well as for proposed PUDs and variances.
- Develop a system for reviewing, tracking, and monitoring open space required as part of the subdivision process.

Critical Area Implementation Plan

Strategy: Protect and Restore Significant Ecological Resources

- Update Zoning Code to reflect Amended Plan
- Establish a plan to reduce erosion, protect canopy coverage, protect significant vegetative areas, and encourage pollinator-friendly landscapes
- Ensure that information on the location of PRCVs is readily available to property owners to understand how PRCV-relevant ordinance requirements, such as vegetation management and land alteration permits, apply to their property for project planning and permitting.
- Actively communicate with other communities to protect views they have identified in your community that are valuable, and vice versa
- Establish procedures for processing applications with potential impacts to PRCVs including
    - Identifying the information that must be submitted and how it will be evaluated
    - Determining appropriate mitigation procedures/methods for variances and CUPs

Strategy: Improve Water Quality

- Establish a plan to reduce the amount of sediment and phosphorus entering the river.

Strategy: Maintain and Improve Recreation Opportunities along and adjacent to the Mississippi River

- Prioritize areas for acquisition to increase opportunities to access the river
- Coordinate jurisdictional planning efforts

Strategy: Improve Access to the Mississippi River

- Encourage creation, connection, and maintenance of open space, recreational facilities, including public access to the river
- Create and maintain access facilities for public access
- Complete the Central Anoka County Regional Trail Connection
- Update the Capital Improvement Program (CIP) to reflect the amended Plan
- Update Surface Water Use Regulations
- Provide Guidance to Private Property Owners for Private Accesses

Strategy: Communicate the Benefits of Protection of Ecological Resources

- Create Informational Packets that provide the location of PCAs and information for property owners to understand how PCA-relevant ordinance requirements, such as vegetation management and land alternation permits apply to their property for project planning and permitting
- Establish procedures and criteria for processing applications with potential impacts to PCA's including:
    - Identify what information must be submitted for projects within the MRCCA boundary and the way in which it will be evaluated
    - Determine appropriate mitigation procedures/methods for variances and CUPs
    - Establish evaluation criteria for protecting PCAs when a development site contains multiple types of PCAs and the total area of PCAs exceed the required set aside percentages

    - Develop administrative procedures for integrating DNR and local permitting of riprap, walls and other hard armoring.
- Develop a Communications Plan
- Create a new Critical Area Webpage
- Create a Signage Package for Public Spaces
- Provide information on the location of natural vegetation restoration priorities to property owners to help them understand how relevant ordinance requirements apply to their property for project planning and permitting.

Strategy: Prioritize Areas of Preservation

- Focus efforts on stabilizing erosion at Mississippi West Regional Park
- Work collaboratively with owners of undeveloped land with shoreline to partner of preservation and flexibility in subdivision design

Chapter 07: Parks and Recreation Plan

Parks and Recreation Goals and Strategies

- Prioritize desired recreation amenities with goal for financial stability in complete the Master Park and Recreation Plan.
- Preserve and enhance continuous open space corridors.
- Balance a variety of smaller neighborhood parks and larger community parks.
- Expand opportunities for community recreation programming.
- Expand recreation opportunities for aging population.
- Ensure equitable access to recreation programs and facilities.
- Ensure connected regional and local parks and open spaces.
- Coordinated planning efforts across multiple jurisdictions.
- Maximize joint use facilities and recreation opportunities.
- Strengthen relationships with local youth organizations.
- Prioritize desired recreation amenities with goal for financial stability in complete the Master Park and Recreation Plan.

Parks and Recreation Introduction

Ramsey recognizes parks, trails, and natural open spaces as vital to the quality of life and in many ways define the community. In some ways, Ramsey's park system emerged from the conversion of agricultural land to suburban in the 1970's with small park areas—often just open space, dedicated with these subdivisions. Ramsey created its first prominent park in the early 1980's, largely to meet the demand for youth athletics' play fields. Originally envisioned as a community park, Central Park serves as our flagship park. In the 1990's trails were added to Ramsey's landscape—and these were embraced every bit as much as parks. Citywide, the *value* of parks, trails and open space continues to grow, mirroring the increasing population, and corresponding with the conversion of open space to residential uses.

Taking advantage of its unique geography, cherished natural resources, and a diversity of recreational venues, while responding to its history and recognized rural character, are both determinants and opportunities for future public realm investments in the community. The Public Realm is what gives cities and neighborhoods their identity—typically including streets, parks, plazas, trails and other amenities. This network of connected spaces supports a host of broader city goals, sets the stage for ongoing quality development, and at the same time; promotes Community Parks and Trails, Regional Parks and The COR, to become a vibrant, dynamic, must-experience destinations.

Remaking infrastructure (including public space), as Ramsey develops a stewardship plan for a three decade-old 'built' park system, invites an opportunity to promote innovative design strategies that embrace the challenges of a growing city. Ramsey also has a bounty of natural resources to build upon, as in the instance of one of the most renowned rivers in the world. Indeed, both the Mississippi River and Rum River are significant water resources, and both part of the State's Wild and Scenic Rivers system that literally define the borders of the community. These two rivers are also state designated canoe routes, or recreational water trails—reconnecting residents through parks and trails, connects us to our past—as well as our future.

Another relevant stream is Trott Brook with its associated wetlands and uplands, representing a natural greenway spanning the northern 1/3rd of the city. Ramsey by area is also more than 17% wetlands of varying types and classes. Of the many wetland complexes, some have valuable oak and other forested areas in association, providing people opportunities to both live and recreate in these natural settings. These layers of habitat are valuable vestiges for the wildlife that residents embrace and enjoy. The greenway system referred to as the Circle of Ramsey. Trott Brook is the primary element and will inspire people to move within their community and will help restore ecological connectivity at the same time.

Exploring opportunities to reconnect all these valuable resources, to re-establish the continuity, functionality and beauty of these systems through a citywide greenway will serve as an expression of Ramsey's history, physical character and community identity.

People also want safe and enjoyable places that meet a range of recreational needs, providing both indoor/outdoor venues, supporting programmed or spontaneous activities. However, Ramsey will not be 'locked in' to an auto-centric environment as the only means to access parks and destinations, but rather, view the opportunity when thinking about parks and the public realm to creating a community that invites bicycling and pedestrians, to experience the city via greenways that connect neighborhoods, amenities and destinations.

Healthy, thriving cities invariably contain significant civic components that celebrate the "publicness" of place—yielding measurable returns; economic, environmental, and social—this Comprehensive Plan highlights the investments in the Park, Trail, and Recreation and Open Space system that will pay dividends for generations to come.

2030 Plan Accomplishments

The Comprehensive Plan is an important document that establishes a vision for the community that stakeholders can rely upon. The Comprehensive Plan is the result of commitment policy makers as well as engagement and participation by the community. Only true priorities make it into the Plan. The goals and strategies identified become the City's work plan and focus for the coming years. The following are a sampling of completed goals and strategies from the Parks, Recreation, Trails and Open Space Chapter of the 2030 Plan.

'Establish a regional trail along the Mississippi River'

Status: The City of Ramsey has completed construction of the Mississippi River Trail from King's Island in the City of Anoka to city limits at the border with Elk River.

'Improve coordination of park and trail planning within City and adjacent communities'

Status: Ramsey's Council meets with neighboring Councils regularly, which has resulted in collaboration on the above trail project with the City of Anoka.

'Design for connectivity with local and regional parks'

Status: The concept for the Circle of Ramsey emerged to address this goal with much of the greenway that encircles the community, now in place today.

'Develop a Trott Brook Trail Corridor'

Status: A quarter mile long boardwalk that will be constructed in the Spring of 2018, will complete the Trott Brook Trail between Variolite Street and Nowthen Boulevard.

'Explore providing pedestrian access from the Mississippi River to the north side of Highway 10'

Status: The skyway over Veteran's Drive was completed with the 2012 construction of the Northstar Rail Station. More recently a private landowner granted the 'touchdown' location (valued at $100,000) for the proposed pedestrian bridge referred to as the Mississippi Skyway. In 2014, the City secured $490,000 from the National Park Service, and completed the Final Plans and Specifications—for a project that is shovel ready.

'Minimize at-grade crossings of trails and roads and other interactions between trail users and automobiles, with underpasses or overpasses'

Status: See above. In addition to the underpass constructed below T.H #47 with the second phase of Elmcrest Park's development—a realignment of the Central Anoka County Regional Trail is underway to be routed from Ramsey Boulevard, through The COR and over both the railroad tracks and Hwy #10.

'Seek out alliances and partnerships with non-profit and governmental agencies to assist in securing funding and other resources that will assist in implementing the park and trail plan'

Status: Ramsey has secured well in excess of $2 million dollars from governmental agencies for park and trail construction in recent years. In 2017, an alliance with the Mississippi River Park Connection (a non-profit) and Recreational Equipment Incorporated (REI) funded a new recreational opportunity for Ramsey, canoe campsites on the Mississippi River. A partnership with Anoka County and Ramsey Parks, MN DNR and Conservation Corps Minnesota implemented this unique amenity.

'Work with the schools and community organizations to plan for athletic fields and facilities that will accommodate the growing community'

Status: The City is working closely with the School District #11 on the new elementary school (2018-19 construction) which will have several outdoor facilities, as well as trail connections to the adjoining neighborhoods. Additionally, the City and the Anoka Ramsey Athletic Association have a strong partnership in both planning for and renovating and developing fields and facilities to meet increasing demands.

'Study the need for a Community Center that offers a variety of recreational uses for all age groups'

Status: Through the Resilient Communities Program partnership with the University of Minnesota, the City is organizing a number of different evaluations on how a Community Center may be structured to meet the future needs of residents. These studies will inform City Council on the way forward, with this discussion expected to occur later in 2018.

Public Engagement

Since the early 1990s, Ramsey has engaged residents purposely and consciously in their neighborhood park planning with good success. This approach creates ownership in their public spaces. More recently, the City of Ramsey has undertaken a variety of engagement efforts, citywide that directly and indirectly affect decision making about the park system. The responses to all those efforts have highlighted the importance of parks, recreation, trails, and open space on the quality of life in Ramsey. Access to parks and trails, coupled with high-quality open space—even if only visually, evokes a sense of rural character and is a significant reason that people choose to live and invest in the community and thus, parks, trails greenways should remain a priority for on-going municipal investment.

As part of the specific engagement effort for this Comprehensive Plan Update, the City of Ramsey has held several meetings and workshops, along with other engagement tools. Specifically, we have heard Ramsey should:

- Prioritize preservation along Trott Brook.
- Begin addressing reconstruction of aging/existing parks.
- Develop a plan for filling in trail gaps in the community—especially in the northern tier of the community, and along arterial roadways.
- Find a balance in investment between larger Community Parks and Neighborhood Parks.
    - A few of our newer subdivisions are asking for parks to be included within their new neighborhood.
    - Many existing neighborhoods desire updating of play structures—some less than 15 years old, some exceedingly beyond their useful life.
- Preserve open space along the Mississippi River as a priority.
- Focus new park efforts on
    - Future Community Park #6 (north central portions of the city)
    - The COR (at the top of the list is a splash pad/water recreation)
    - Lake Itasca Park (natural resource-based development, lake access and the proposed Lake Itasca Greenway—connecting The COR)

There were related comments with more of a focus on Ramsey's ecological resources, such as "Protect Mississippi River and Rum River from shoreline erosion," and those comments are included in Ramsey's Natural Resources Plan.

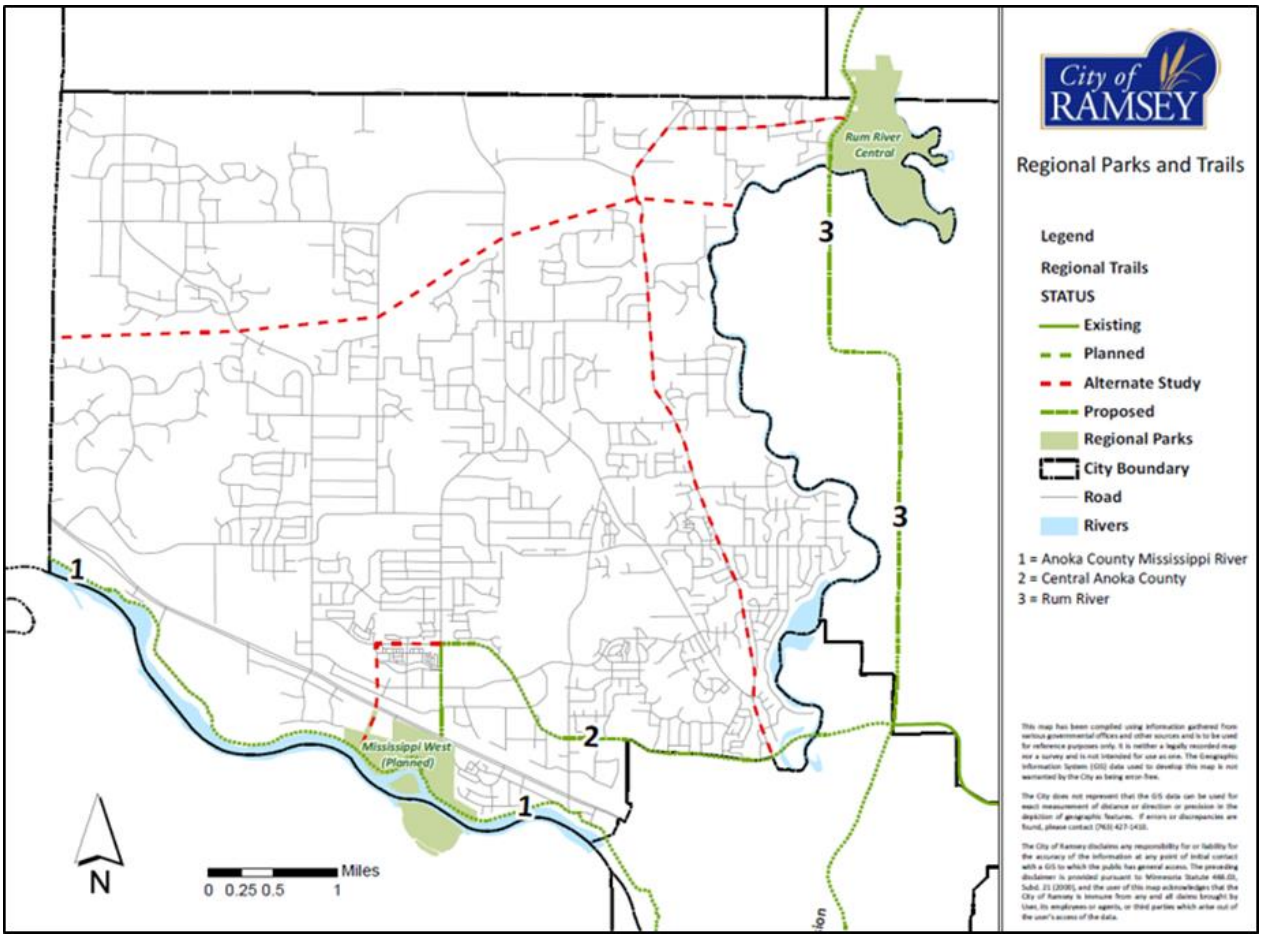
Existing Parks System

Regional Parks

There are two (2) Regional Parks and two (2) Regional Trails in Ramsey.

- Central Anoka County Regional Trail
- Mississippi River Regional Trail
- Mississippi West Regional Park
- Rum River Central Regional Park

Figure 43: Regional Parks and trails



The City of Ramsey is unique and fortunate in that it has two county parks within its boundaries that are a part of the Metropolitan Council's regional system. Rum River Central Park is 434 acres, 304 acres of which are in the City of Ramsey (the remaining is in the City of Oak Grove) and occupies the northeast corner of the city.

Mississippi West Regional Park

Mississippi West Park includes bluffs, wooded areas and two islands on the Mississippi River. The 273-acre park includes a small boat landing and shore fishing, and, in the Fall of 2017, canoe campsites were established on the islands—an amenity that is rare in the Metropolitan area— and one that provides additional recreational access to the most renown river in the nation. The campsites required close coordination between the City, County and the MN DNR, and are an example of the success of inter-jurisdictional cooperation and planning.

Mississippi River Regional Trail

Coursing along America's most renowned river, the Mississippi River Trail winds its way from the headwaters within Lake Itasca State Park in Minnesota to the Gulf of Mexico. A 3,000-mile system of bicycle-friendly roads and multi-use pathways, the Mississippi River Trail is referred to as a "string

of pearls" connecting ten states, the cities of Ramsey, Minneapolis, St. Louis, Memphis, New Orleans, and myriad towns between.

In addition to being a Regional Trail within the Twin Cities metro, this trail is also United States Bikeway #45 within the entirety of Minnesota—connecting 700 miles of existing shouldered highways, low-use roads and off-road paths for bicyclists. While in place in Minnesota, southern states are actively constructing and identifying additional routes. Once complete, USBR 45 will continue south along the Mississippi River to Louisiana—then the U.S. Bicycle Route System will encompass more than 50,000 miles of riding connected to Ramsey.

A key improvement benefitting the utility and safe access to the Mississippi River Regional Trail in Ramsey, will be the completion of the pedestrian bridge over Hwy #10 discussed below.

Wayside Rest

In addition, the aforementioned county facilities, Ramsey also benefits from the Mn/DOT Wayside Rest between Highway 10 and the Mississippi River in western Ramsey that has visitor contact building with restrooms, canoe access and picnic facilities. This site serves as a trailhead for the Mississippi River Trail that traverses from the Headwaters in Minnesota, through 10 states to New Orleans.

Local Parks

The City of Ramsey is approximately 29 square miles in area, has a population of approximately 23,500, and is fortunate to be known for its natural resources. More than half of the City borders the Rum and Mississippi Rivers, and over 15% of its area is protected wetlands.

Establishing parks and creating quality recreational and open space opportunities remains a high priority for the City. There are approximately 500 acres of existing municipal parkland and two regional parks with varying amenities, creating a comprehensive system with many diverse opportunities to recreate and enjoy the natural environment.

Other Recreation Opportunities

Ramsey is also home to a variety of other unique recreation amenities.

- Game Fair
- Rum River Hills Golf Course
- Rum River Scout Camp (Boy Scouts of America)
- The Links at Northfork Golf Course
- Wayside Rest (State of Minnesota)

Planned Park System

Recreation Districts

Most residents cherish their park system. Given the choice, most would like more parks, especially near their homes. However, financial priorities continue to challenge city leadership to build and manage a park system that meets those desires yet meet the financial obligations to build and maintain these improvements. Currently, the overall amount of acreage devoted to Ramsey's park and open space system is over 1,800 acres, or approximately 10% of the of the City's 28 square

miles. Given this large available area, the focus is on using these spaces wisely and connecting them effectively.

The gap between the desire for more parks and the stark reality of limited annual maintenance funding calls for a strategy to plan a system of interconnected parks and trails distributed reasonably and equitably throughout the community. Ramsey can achieve this goal by viewing Ramsey's park system as divided into ten 'Recreation Districts.' These districts are delineated by major roadways or other barriers and provide a means for more effective planning in determining future park needs at the scale of larger groups of neighborhoods (see map below).

A broad overview of the existing park system in Ramsey reveals a number of small, underutilized park spaces scattered throughout rural areas of the community. These low-density (or large lot) developments do not support high use of a neighborhood park system and thus can lead to inefficiencies. Larger scale community parks, which would provide park and recreation opportunities not available within private yards or large lots, would prove a more effective and efficient use of a park and recreation system for these areas, and at the same time serve both rural and urban areas of Ramsey—especially if well connected by trails or greenways.

It should be clarified that these Recreation Districts are not only a planning tool, but are an organizing structure of aggregating neighborhoods in order to interconnect them with the 'Circle of Ramsey' greenway. This greenway encircles the community, while connecting each Recreation District to each other, as well as to destinations like retail areas, schools, and workplaces.

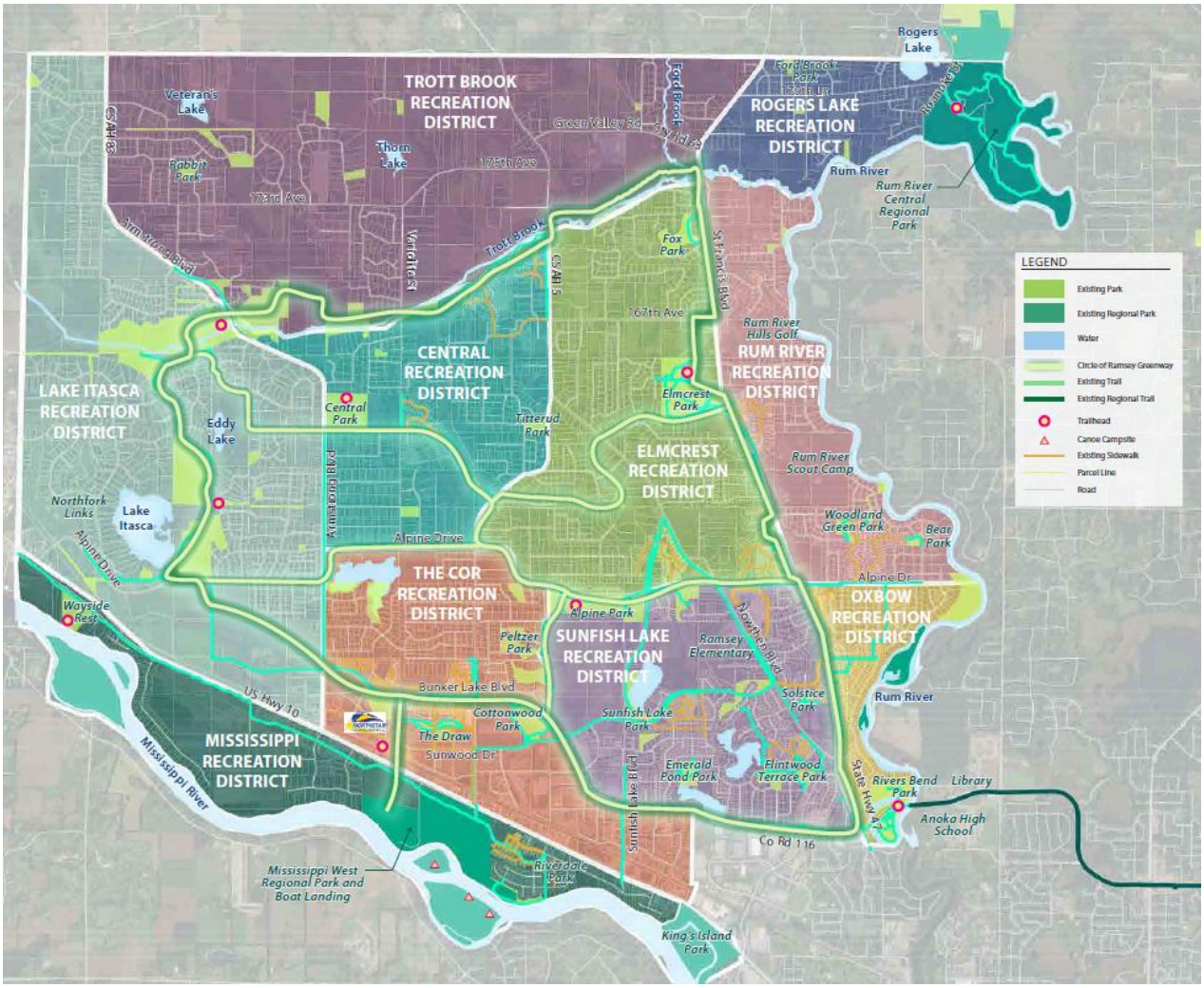
Using the structure of the Recreation Districts, it is evident that there are relatively few developed neighborhood parks in the northern third of the city. This, coupled with the need for additional spaces for a growing youth athletic program, suggests the need for a sixth community park in the north central part of the city. The remaining major emphases in the rural area of Ramsey should be, first, to provide trail connections to connect people to larger park facilities and destinations such as Central Park, Elmcrest, and Rum River Central Regional Park and, second, to preserve open space corridors consistent with a more rural land use. This approach is also consistent with the refrain heard throughout the public engagement process of the Comprehensive Plan: strive to find the "balance of rural and urban character."

In urban districts, this same approach is not effective. Higher density development demands more parks that are within walking distance of homes and provide a greater variety of activities. It would be prudent to start more detailed planning for the provision of neighborhood parks in future urban areas as well as looking to fill gaps in existing urban developed areas. As traffic patterns become denser within the urban areas, more neighborhood barriers may occur and further accentuate the need for more neighborhood park facilities. Trail, sidewalk, and greenway development is a significant element of future park planning to connect residents to the places they work, shop, and recreate. Therefore, the City must continue installing paved trails or sidewalks along all collector streets concurrent with their construction and enhance intersections with pedestrian-friendly treatments in the more urban areas.

In terms of significant outdoor recreation available from the private sector, Ramsey has two 18-hole golf courses open to the public; the Links at Northfork located in northwest of Lake Itasca and Rum River Hills Golf Course to the east, adjacent to the river at the 167th Avenue alignment. An

additional privately-owned outdoor recreation facility is the 160-acre Boy Scouts of America site along the Rum River. Upon request, this site is open to the public. Recreational camping and outdoor activities for scouts are available, and the site serves as an area of important wildlife habitat along the river. If the Owner ever proposes this site for development, Ramsey proposes that a portion of the Scout camp along the Rum River to become a municipal park with access to the river.

Figure 44: Recreation Districts



Park Types and Classifications

Community Park

A Community Park is generally defined as a larger park (usually more than 40 acres) serving multiple neighborhoods, enhanced amenities, and with trail connections to the large area. Examples include Alpine Park, Central Park, Rivers' Bend, and Elmcrest Park.

Neighborhood Park

A Neighborhood Park is generally defined as a smaller park serving mainly an individual neighborhood, or a group of neighborhoods. Neighborhood Parks generally have less amenities.

Future Improvements

Existing Park Replacement Plan

Ramsey heard throughout the Comprehensive Plan public engagement process a desire to reinvest in existing park spaces. Through the Parks System Plan, and the associated Capital Improvements Plan, Ramsey will identify and prioritize park, trails, and open spaces in need of reinvestment.

New Park Improvements

A number of areas are planned for future expansion and improvements. The key improvements in the current plan include.

- Circle of Ramsey
- Community Center
- Community Park #6
- Lake Itasca Park
- The COR

Potential Regional Trail and Regional Trail Search Corridor Realignments.

Ramsey requests an analysis of multiple regional trail corridors for alternate alignment as part of the next regional planning cycle. These corridors include the following.

- Central Anoka County Regional Trail
- Rum River Regional Trail
- Regional Trail Search Corridor (Trott Brook Greenway)

Rum River Regional Trail

Rum River Regional Trail - Existing Planned Alignment

The exhibit below identifies the proposed Rum River Regional Trail as number 3 between the Central Anoka County Trail (at Bunker Lake Boulevard) and Rum River Central Park. None of the trail is currently in place. Ramsey assumes that construction of the trail would occur in existing right-of-way.

Figure 45: Destinations along a Potential Realigned Rum River Regional Trail

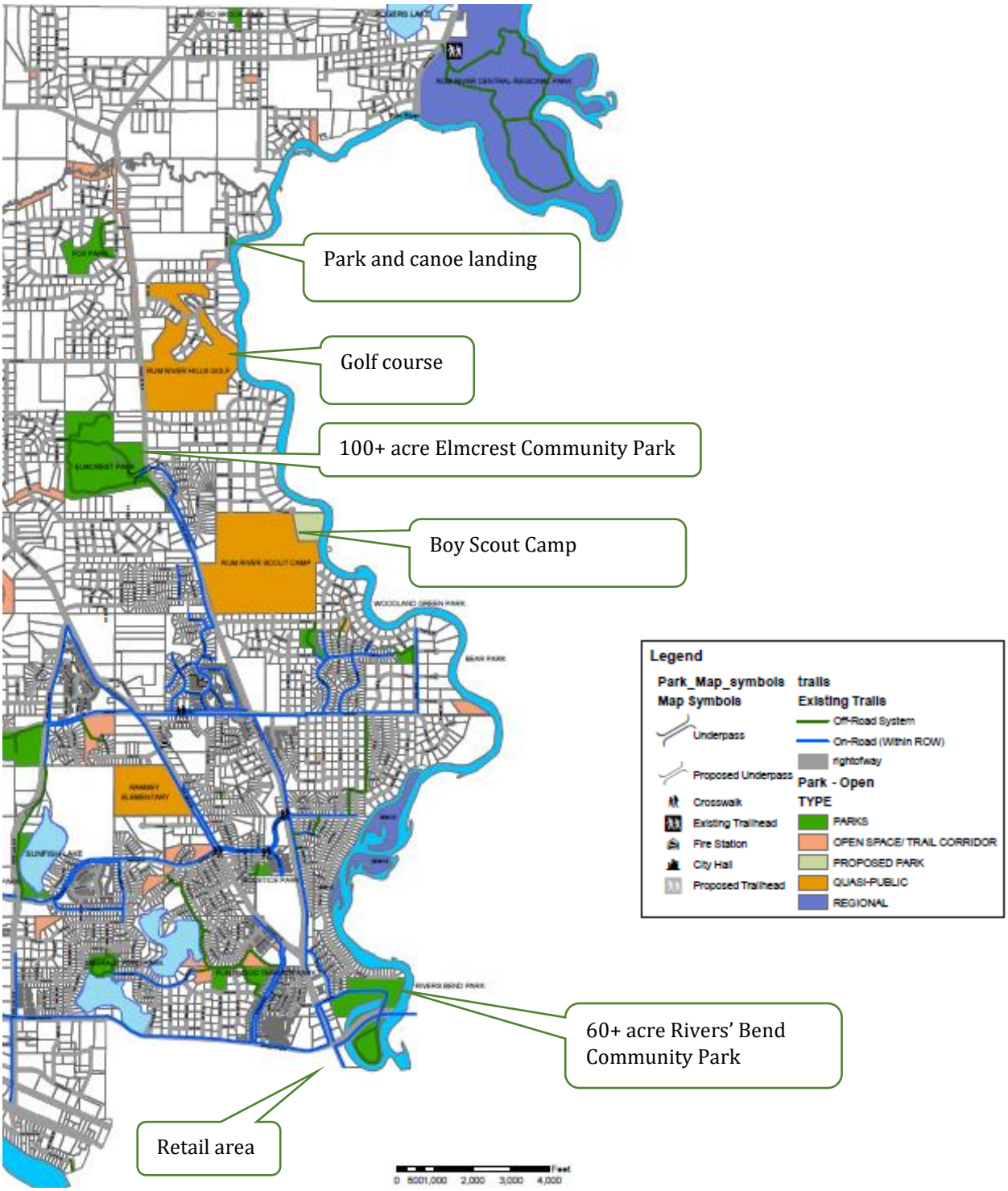
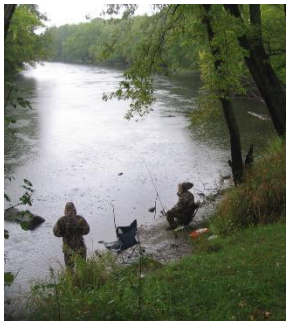
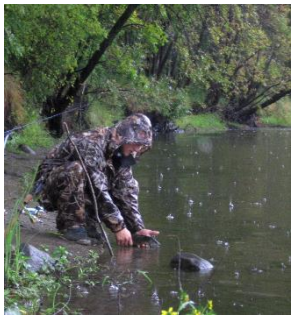




Figure 46: Illustration of the newly completed one million-dollar Elmcrest Park Community Building with public restrooms

In addition to many more parks and recreation facilities on the west side of the Rum River than the east, there is an area of retail services (restaurants etc.) that are presently accessed by trails on both sides of T. H. #47 north of the Central Anoka County Regional Trail at Bunker Lake Boulevard.





Within the **Linking Regional Trails** definitions in the 2040 Policy Plan, indicates that: "Visitor origin data from the [Metropolitan] Council's **2008 Regional Parks and Trails Survey** indicate that regional trails in the metropolitan area are used most by people who live nearby or can reach the trail in a short bicycle trip or drive. Therefore, a priority is to develop more trail corridors in the Metropolitan Urban Service Area, where more than 90% of the population lives".

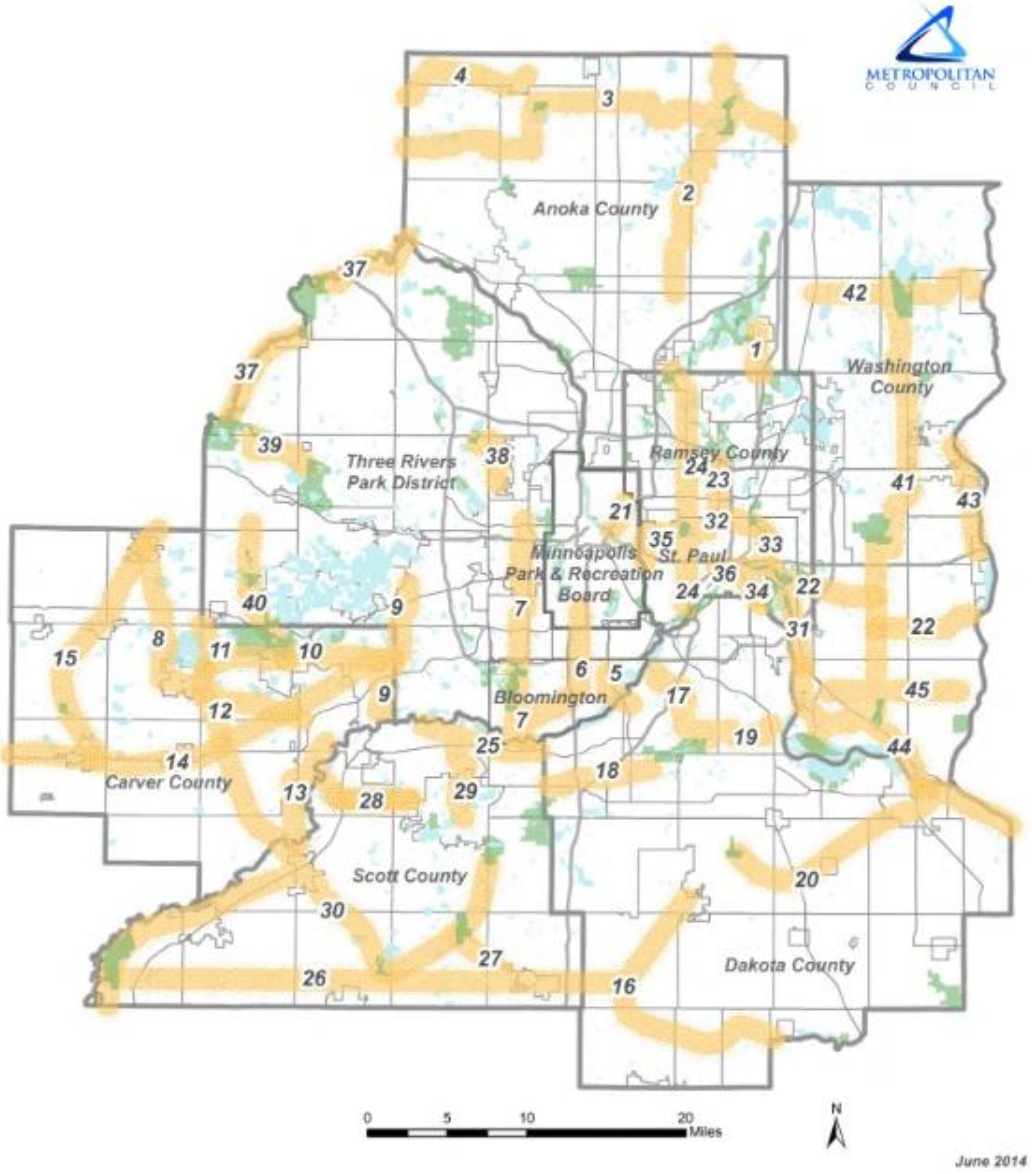
Ramsey has many thousands of residents in the Metropolitan Urban Service Area within 1.5 miles of the proposed, realigned Rum River Regional Trail.

In concluding, the Alternate Alignment Study would explore moving this proposed regional trail from the east side of the river to the west, (#3 from green to the red dashed line west of the Rum River above).

North Anoka County Regional Trail Search Corridor – Trott Brook Greenway Alternative

The 2040 Regional Parks Policy Plan, Chapter Three identifies 'Regional Search Corridors', including one entitled 'North Anoka County' generally designated as number three on Figure 3-9 below.

Figure 47: Regional Trail Search Corridors

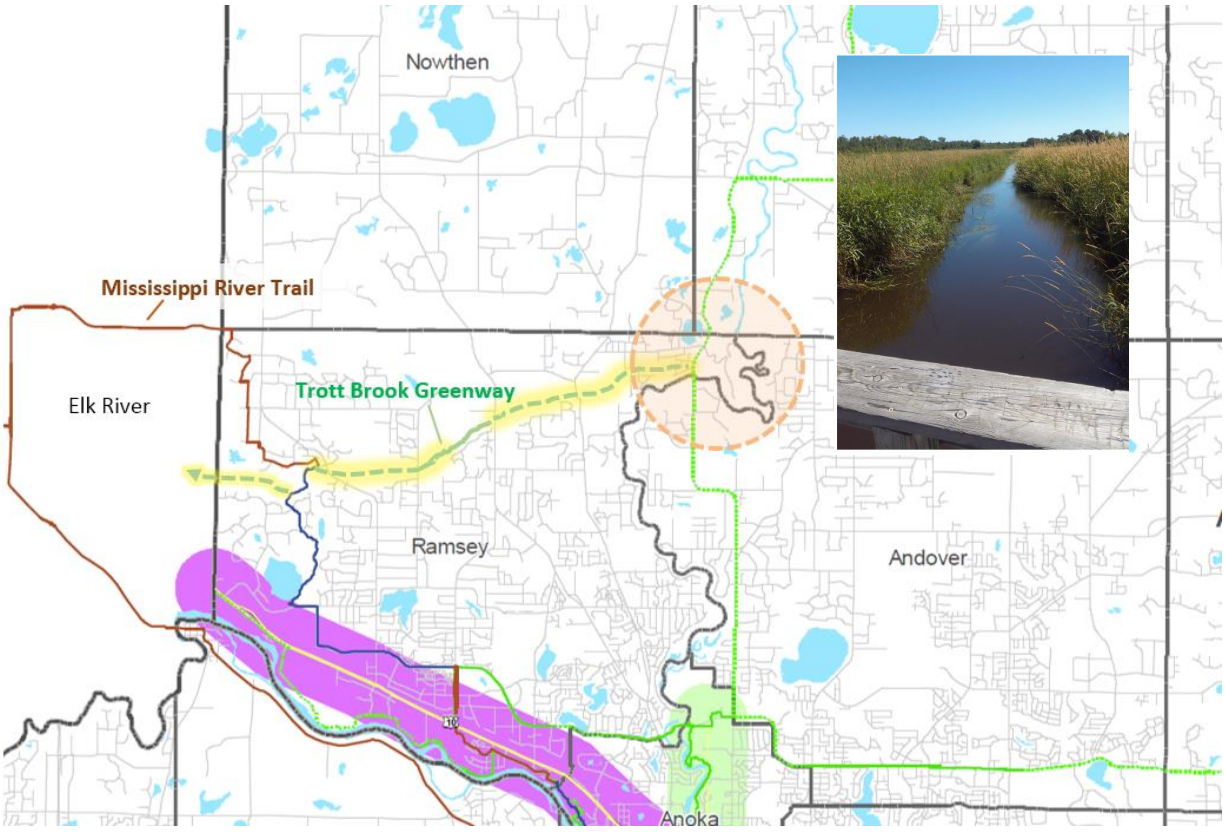


Regional Trail Search Corridor - Better Connectivity to Regional Parks System

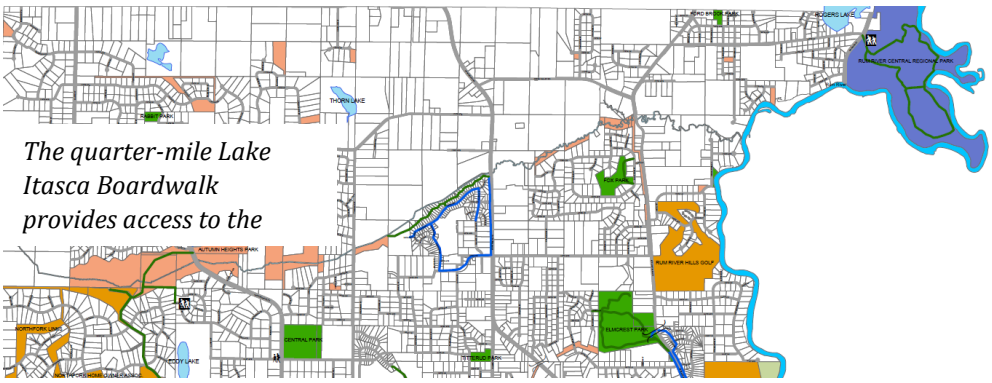
The introduction of Regional Trails within Chapter 3 states: "[…] regional trails are selected to pass through or provide connections between components in the Regional Parks System. The regional parks and park reserves perform the important function of providing places for parking, comfort facilities and safe water supplies.

Trails also are selected for their ability to intersect with local trail networks, with the regional trails functioning much like regional highways that interconnect with more local arterials and local streets".

In keeping with the above statement and intent, Anoka County Parks and the Metropolitan Council should investigate the west portion of Search Corridor 3 to connect to the only regional park in this area. By aligning the proposed, search area trail south to Rum River Central Regional Park, it also then intersects with the east/west Trott Brook Greenway. Additionally, this connects the Four-corner sub-regional center (depicted by the circle below) of Nowthen, Oak Grove, Andover and Ramsey, thus connecting four communities to; the Mississippi River Trail, a Regional Park, Wild and Scenic Rum River, and proposed Rum River Regional Trail—(without regard to whether the trail is east or west of the Rum).



Ramsey has already acquired significant tracts of land along Trott Brook for the greenway and trail, including a $500,000 investment by the Legislative Commission on Minnesota Resources for conservation and trail easements. Trott Brook runs west to east within the area below.

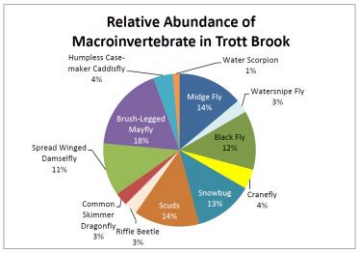


The quarter-mile Lake Itasca Boardwalk provides access to the

Regional Trail Search Corridor - Fish and Wildlife Benefits



A proposal exists for habitat improvements and the stocking of trout within the brook. If feasible, this would provide a rare opportunity in the Metropolitan area, and a unique recreational opportunity with significant tourism and favorable economic impacts. The MN DNR has placed data loggers in Trott Brook to collect the thermo profile of the stream to better understand the streams suitability as a fishery – and a report has identified the brook as potential as a trout fishing stream for the Metro. Trails and public lands along the brook are synergistic with fishing and the deliberate multi-use nature of the greenway.



Excerpt from the 22-page report: ***Assessing the Ability to Bring Trout Fishing to the North Metro Area through Stream Quality Assessments and the Summarization of the Economic Impact of***

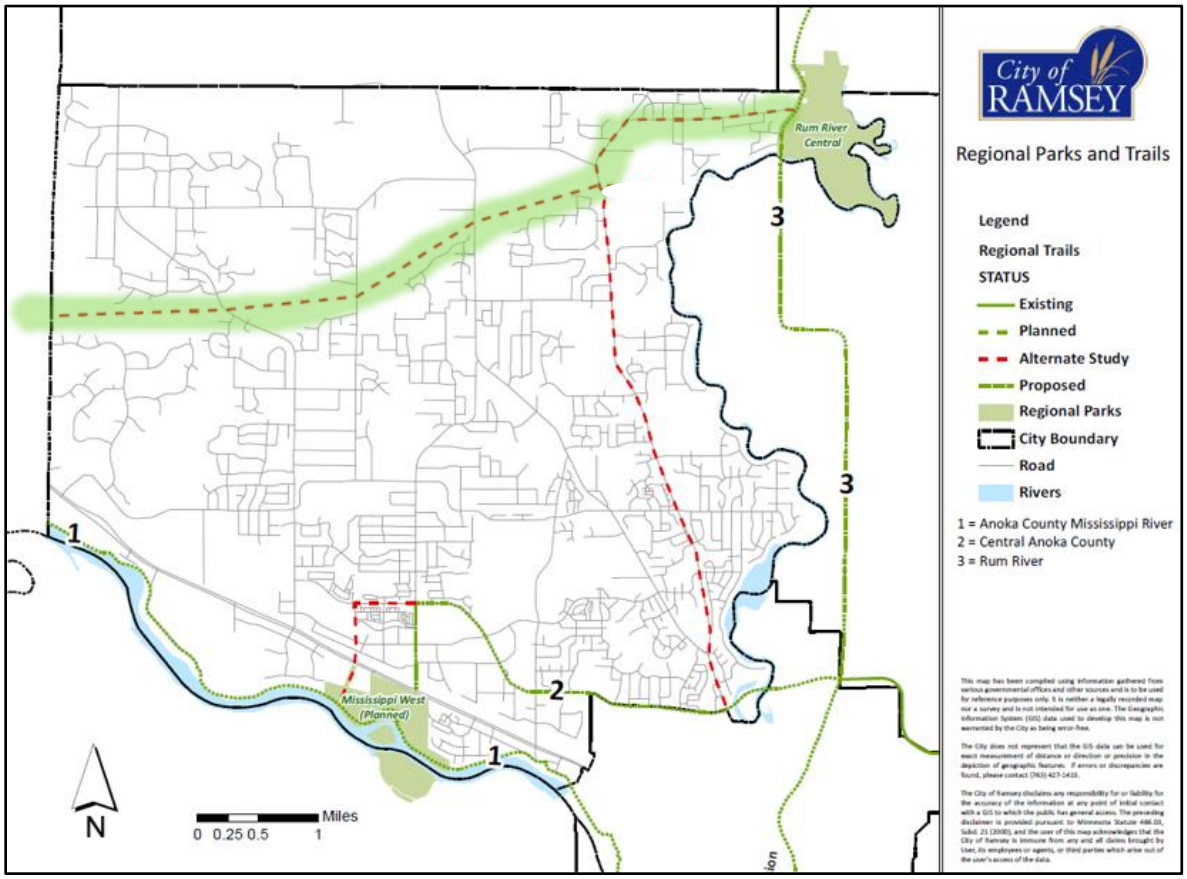
DNR electro-fishing at Trott Brook to survey existing fish populations



Fish sampling in 2012

In concluding, this proposal would recommend that the Trott Brook Greenway be considered as a Regional Trail, fulfilling the east/west Regional Search Corridor goals, as aligned generally and depicted below.

Figure 48: Trail Search Corridors and planned/existing trails within Ramsey



The 2040 Regional Parks Policy Plan, Chapter 4: Siting and Acquisition – Strategy 3, cites, "New regional trails must serve a regional audience and provide connection between regional parks, park preserves, and regional trails without duplicating an existing trail." The proposal above meets this objective, by connecting Rum River Central Regional Park to the proposed Rum River Regional Trail (potentially west of the river, as described above) and does not duplicate an existing trail. Moreover, by designating the Trott Brook Greenway as a regional trail, it will function as described by the Council "…two major types of trails to serve the region: 1) destination or greenway trails and 2) linking trails". The trail would be a destination, and one significant linkage would be the Mississippi River Trail in Ramsey, with its connection to the west in Elk River and subsequent link to the Great Northern Trail.

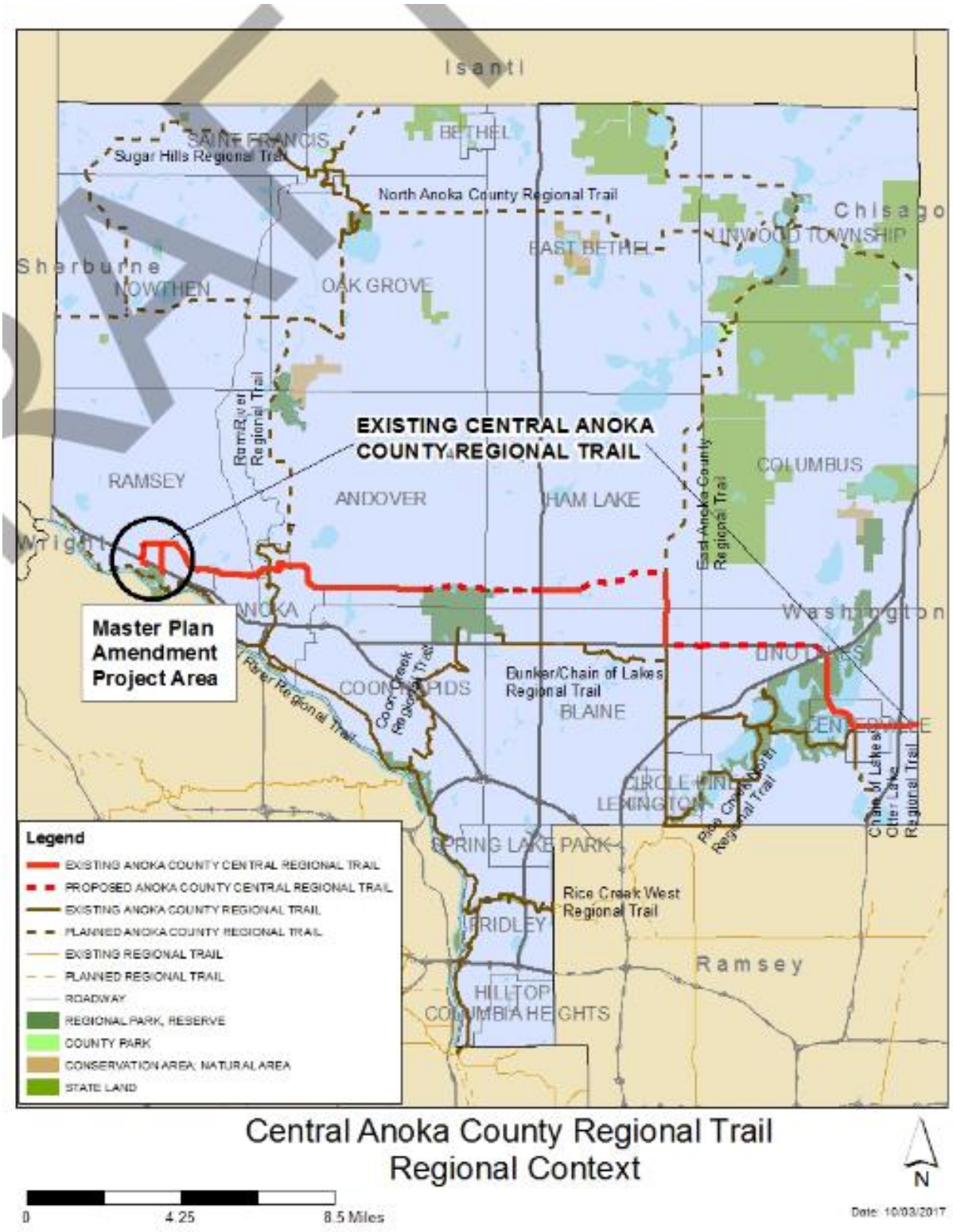




Central Anoka County Regional Trail

The Central Anoka County Regional Trail is an outstanding recreational (and transportation) amenity for Ramsey residents, and connects them via trail to broad swaths of the county. This includes Bunker Hills Regional Park to the east, with planned connections that will link the Rice Creek Chain of Lakes near Lino Lakes and Centerville, and on to Washington County. Approximately 19 miles of this 26-mile trail are in place today.

Figure 49: Central Anoka County Regional Existing Alignment

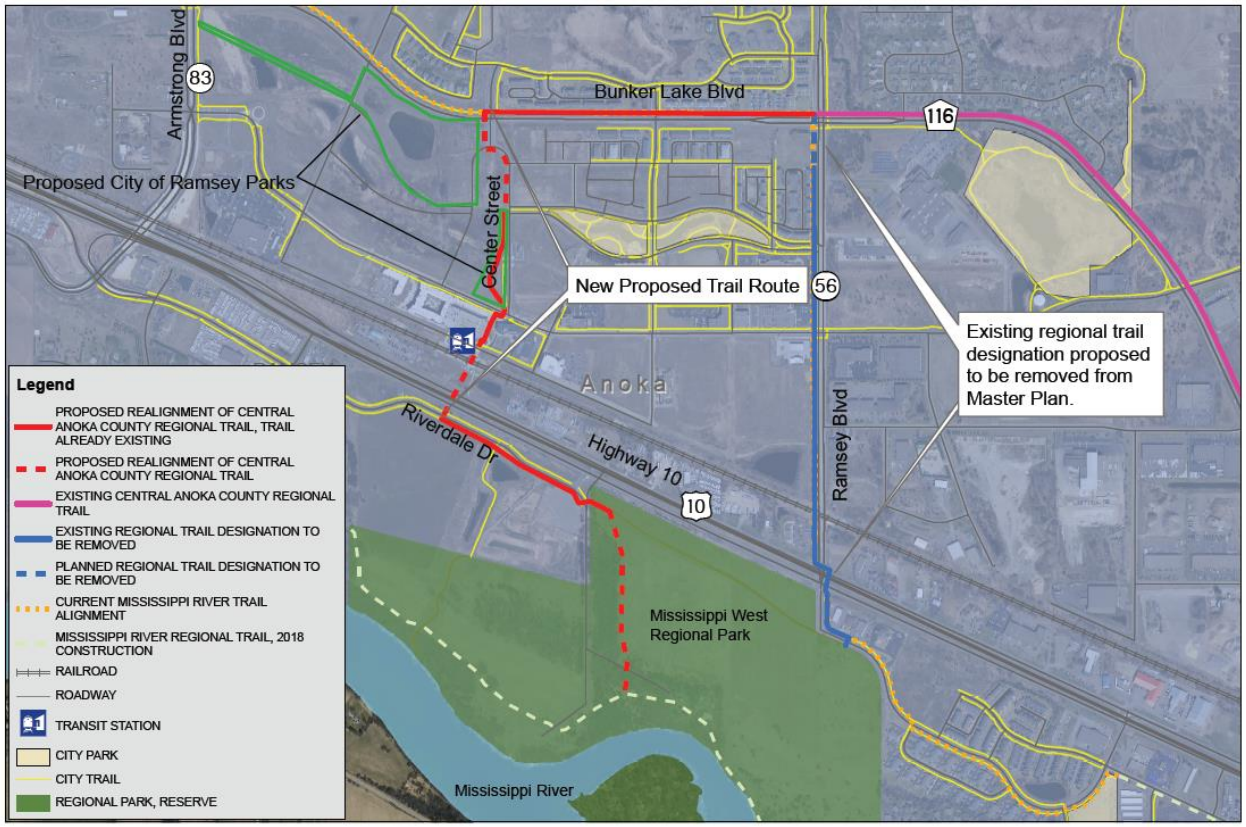


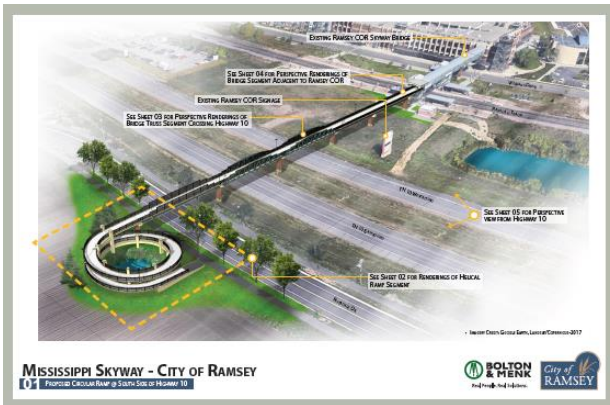
Central Anoka County Regional Trail - Pending Alternative Alignment

Anoka County Parks & Recreation has submitted to Metropolitan Council, a Master Plan Amendment for the realignment of the Central Anoka County Regional Trail. This amendment is located between Ramsey Boulevard and Center Street and connects to the Northstar Commuter Rail station and future grade separated pedestrian crossing of Highway 10, for a safe, direct, and multi-modal connection to the Mississippi River Regional Trail, and Mississippi West Regional Park.

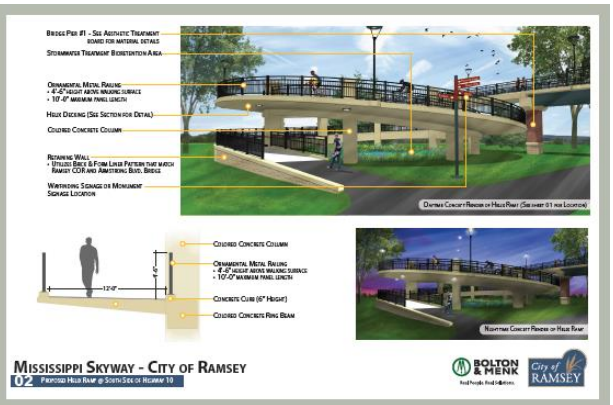
The realignment in Ramsey is needed as, presently the City of Ramsey has limited access to the Mississippi River and Mississippi West Regional Park because Highway 10 is a significant barrier for bicycle and pedestrian access. The amendment will change the alignment of the Central Anoka County Regional Trail within the City of Ramsey to better connect with local parks, trails, restaurants, businesses and transit, while still providing a safe connection to the river and Mississippi West Regional Park.

Figure 50: Potential Anoka County Regional Trail Alignments





SKYWAY VIEW OF BRIDGE

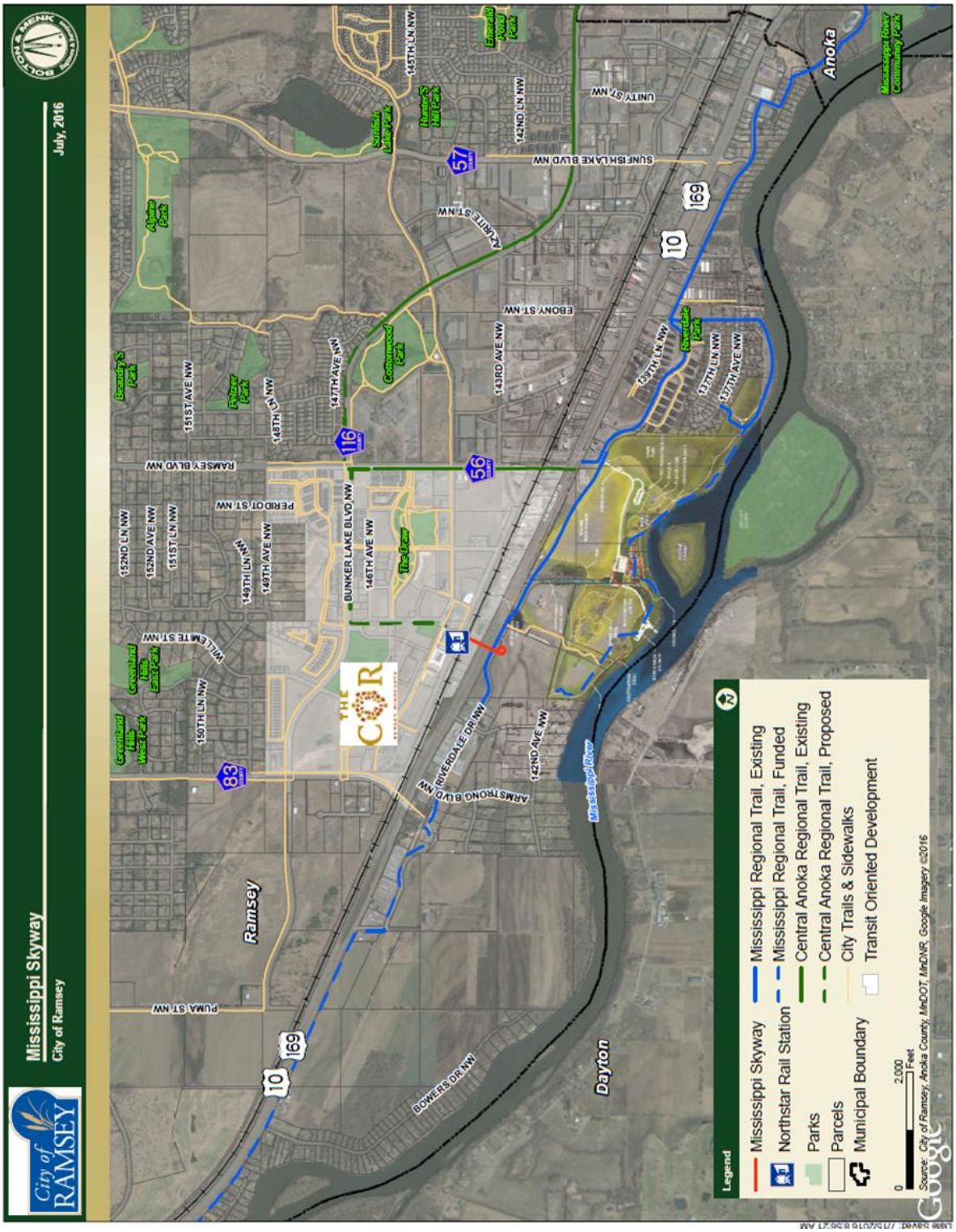


ELEVATIONS OF RAMP

Considerable investments in regional improvements converge in this location, including the $13 million-dollar Northstar rail station, with $1.1 million-dollar pedestrian skyway over Veteran's Drive, $8 million dollar covered transit and parking facility, as well as more than one-half million in boat landing and river access improvements. Additionally, a segment of the Mississippi River Regional Trail is now complete from the City of Anoka, through the City of Ramsey to Sherburne County (including within Mississippi West Regional Park). The trail together with two bridges on the 80-acre King's Island represents over one million dollars in bike facilities that are also a key component of the Mississippi National River and Recreation Area. The National Parks Service awarded Ramsey a $490,000 planning grant to complete Final Plans and Specifications for the Mississippi Skyway. This now makes the project shovel-ready.

This Central Anoka County Regional Trail with multi-modal connections and host of retail services will make this pedestrian bridge the nexus of regional systems and destinations. Therefore, it is imperative that Anoka County Parks and the City of Ramsey work with Metropolitan Council and other regional partners to develop a cost-share plan for the funding and construction of the remaining portion of the Mississippi Skyway, utilizing grant monies that are uniquely available for pedestrian and bicycle facilities

Figure 51: Mississippi Skyway (Central Anoka County Regional Trail) Layout



Parks and Recreation Implementation

Relationship to Local Park System Plan Process

Concurrently with this Comprehensive Plan Update process, the City of Ramsey is conducting our first-ever Park System Plan (PSP) process. The foundation of that plan is an analysis of the needs and desires of the community, a review of existing features, and an exploration of the context for the system. It will then provide a vision for the overall system and planning and policy direction for parks, trails, recreation, and open space. It is meant to guide the system as it evolves over the next several decades, including how new investments and ongoing maintenance and operations will be conducted.

Ramsey anticipates completing the Local Parks System Plan by the end of 2019. Because that plan is underway and will be a formally adopted City policy document, this Chapter refers to the PSP for much of its findings about local planning direction and implementation for the system. This current Comprehensive Plan will cover topics such as relationship to other citywide planning decisions and regional coordination. Ramsey will ensure consistency between this Comprehensive Plan and the future Local Parks System Plan.

Parks and Recreation Action Items

Strategy: Balance desire for additional amenities with goal for financial stability.

- Actions
    - Establish a policy for Neighborhood Park selection
    - Consider a Long-Term Park and Trail Replacement Plan

Strategy: Preserve and enhance continuous open space corridors.

- Actions
    - Continue to acquire land along Trott Brook for the Trott Brook Greenway Segment of the Circle of Ramsey

Strategy: Balance a variety of smaller neighborhood parks and larger community parks.

- Actions
    - Complete the Local Parks System Plan

Strategy: Ensure equitable access to recreation programs and facilities.

- Actions
    - Each of these strategies is achieve by maintaining the existing Recreation Program.

Strategy: Ensure connected regional and local parks and open spaces.

- Actions
    - Complete the Parks System Plan
    - Create a Master Trail Plan

Strategy: Coordinated planning efforts across multiple jurisdictions.

- Actions
    - Amend Mississippi West Regional Park Master Plan

- Create a plan to connect the Mississippi River Regional Trail to the Oliver Kelly Farm

Strategy: Maximize joint use facilities and recreation opportunities.

- Actions
  - Consider a plan for a future Community Center

Strategy: Strengthen relationships with local youth organizations.

- Actions
  - Formalize a process to include youth athletic associations in CIP Updates

Strategy: Improve the accessibility and user experience of the City's Trail System

- Actions
  - Create a sustainable maintenance plan for routine maintenance of trails.

Strategy: Provide staffing levels which are efficient will providing for the appropriate support for recreational activities in the community.

- Actions
  - Assess the impacts of the recreational coordinator position

Table 59: Capital Improvement Plan

Capital Improvement	Construction Date	Cost	Responsible Agency
Central Anoka County Trail	TBD	TBD	Anoka County Parks
Circle of Ramsey	TBD	TBD	Ramsey
Community Center	TBD	TBD	Ramsey
Community Park #6	TBD	TBD	Ramsey
Lake Itasca Park	TBD	TBD	Ramsey
Local Trail Gaps	TBD	TBD	Ramsey
Nathe Park	TBD	TBD	Ramsey
Mississippi River Trail	TBD	TBD	Anoka County Parks
Mississippi West Regional Park	TBD	TBD	Anoka County Parks
Rum River Trail	TBD	TBD	Anoka County Parks
The COR Parks	TBD	TBD	Ramsey

Chapter 08: Economic Development Plan

Economic Development Strategies

- Complete Built-Out of The COR according to the approved Development Plan.
- Create a Robust Offering of Recreational Opportunities that benefit Businesses.
- Improve Highway 10
- Increase and Construct Retail Options for Residents and Businesses
- Improve the Image of Ramsey and its Neighborhoods, Business Districts, and Key Corridors
- Maintain and Expand our Employment Base



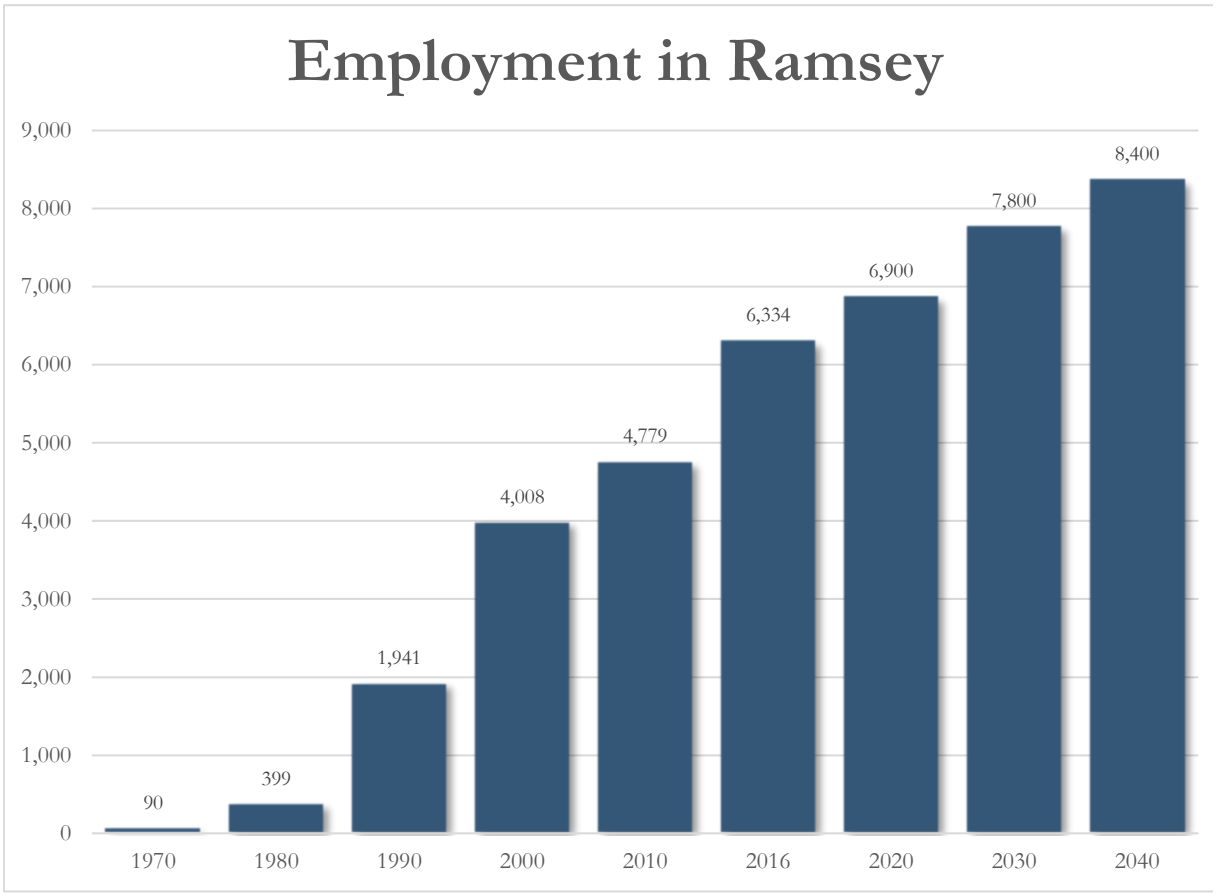




Economic Development Outlook

Ramsey has an estimated employment base of 6,334 employees working in Ramsey and approximately 634 acres of industrial land.

Figure 28: Employment Forecasts



Source: U.S. Census Decennial Survey, U.S. Census American Communities Survey, Metropolitan Council Forecasts





Industrial Development

Existing Industrial Conditions

Ramsey/Anoka Industrial Park

Ramsey's existing industrial park area borders another large industrial park in the City of Anoka. Highlights of the combined industrial park area are below.

- Approximately 1,000 acres
- Approximately 15,000 jobs
- Hundreds of businesses, with a high concentration of manufacturing

Future Industrial Opportunities

Employment growth is expected to continue to grow through 2040. The current estimated employment within Ramsey is 6,334 jobs. The number is expected to grow 8,100 jobs in the year 2040.

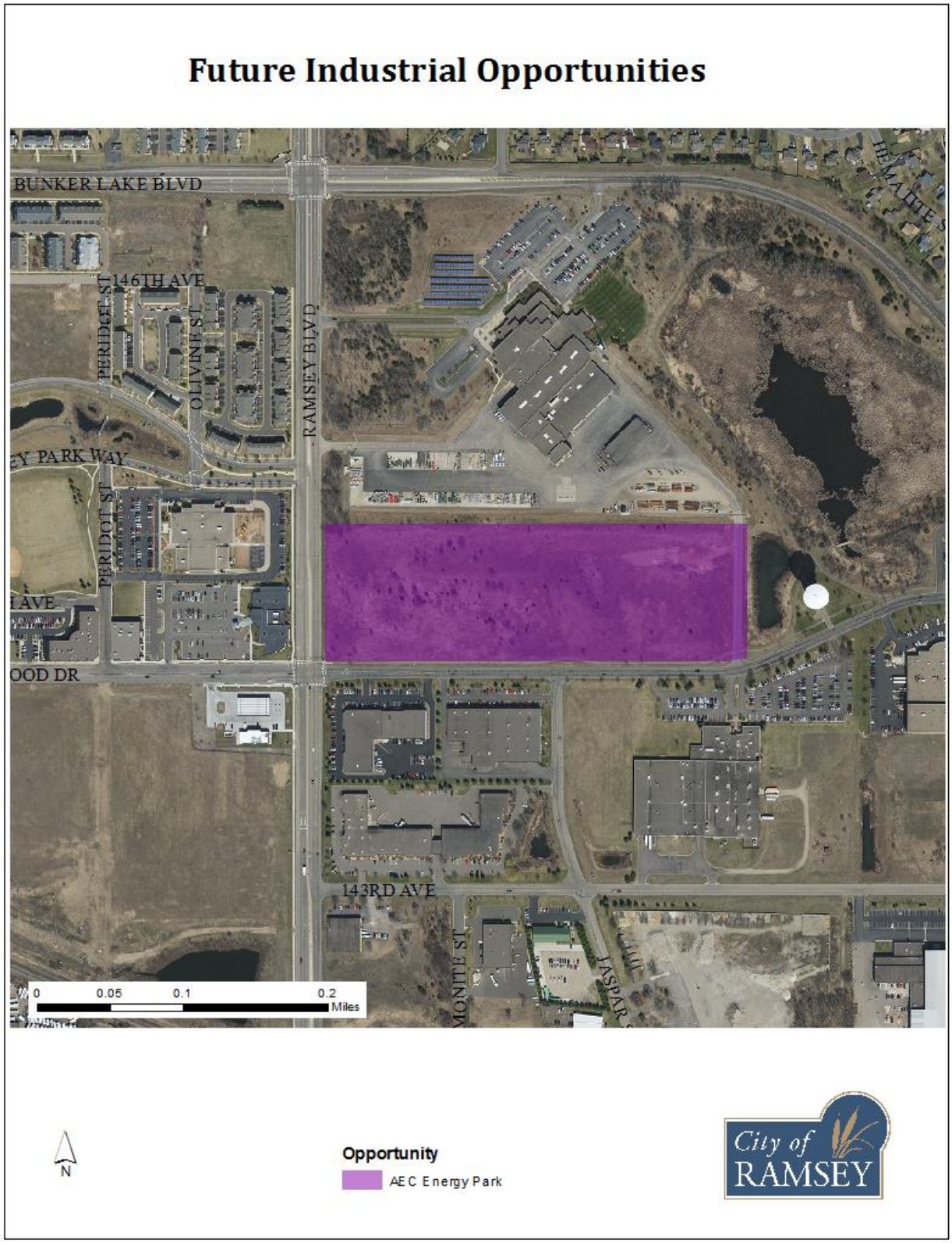
Ramsey has been fortunate to be extremely successful in both greenfield development and redevelopment. Ramsey's supply of industrial land guided by the 2030 Comprehensive Plan is extremely low. In response, Ramsey amended its 2030 Comprehensive Plan to guide an additional 115 acres for future employment growth.

Highlights of existing employment growth opportunities include, but are not limited to the following.

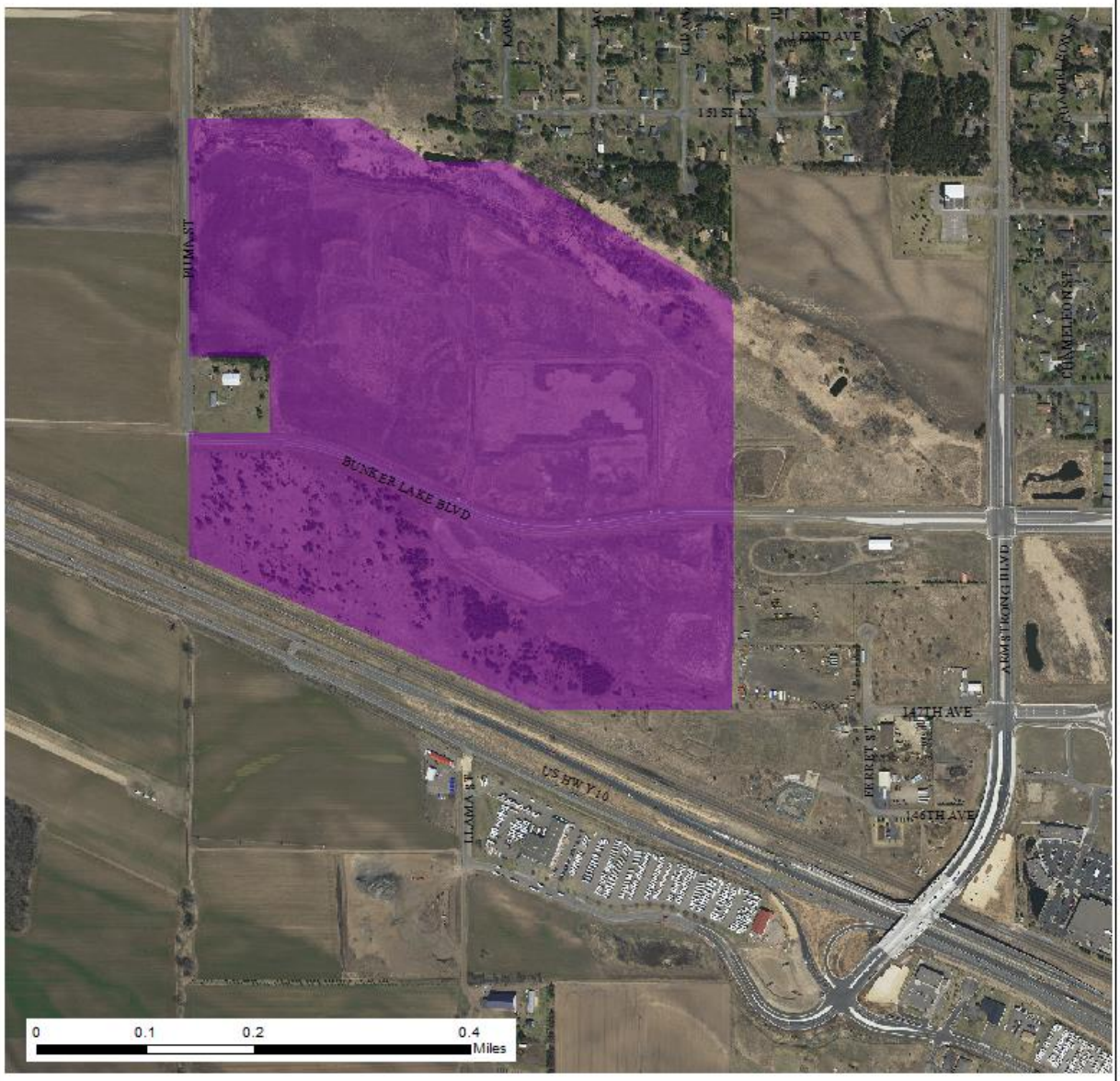
- AEC Energy Park (15 Acres)
- Bunker Lake Industrial Park (140 Acres)
- Highway 10 Business Park (150 Acres)
- Jaspar Industrial Park (9 Acres)






Future Industrial Opportunities
BUNKER LAKE BLVD
146TH AVE
PERIDOT ST
OLIVINE ST
RAMSEY BLVD
PARK WAY
143RD AVE
0
0.05
0.1
0.2
Miles
N
Opportunity
AEC Energy Park
City of RAMSEY

Future Industrial Opportunities

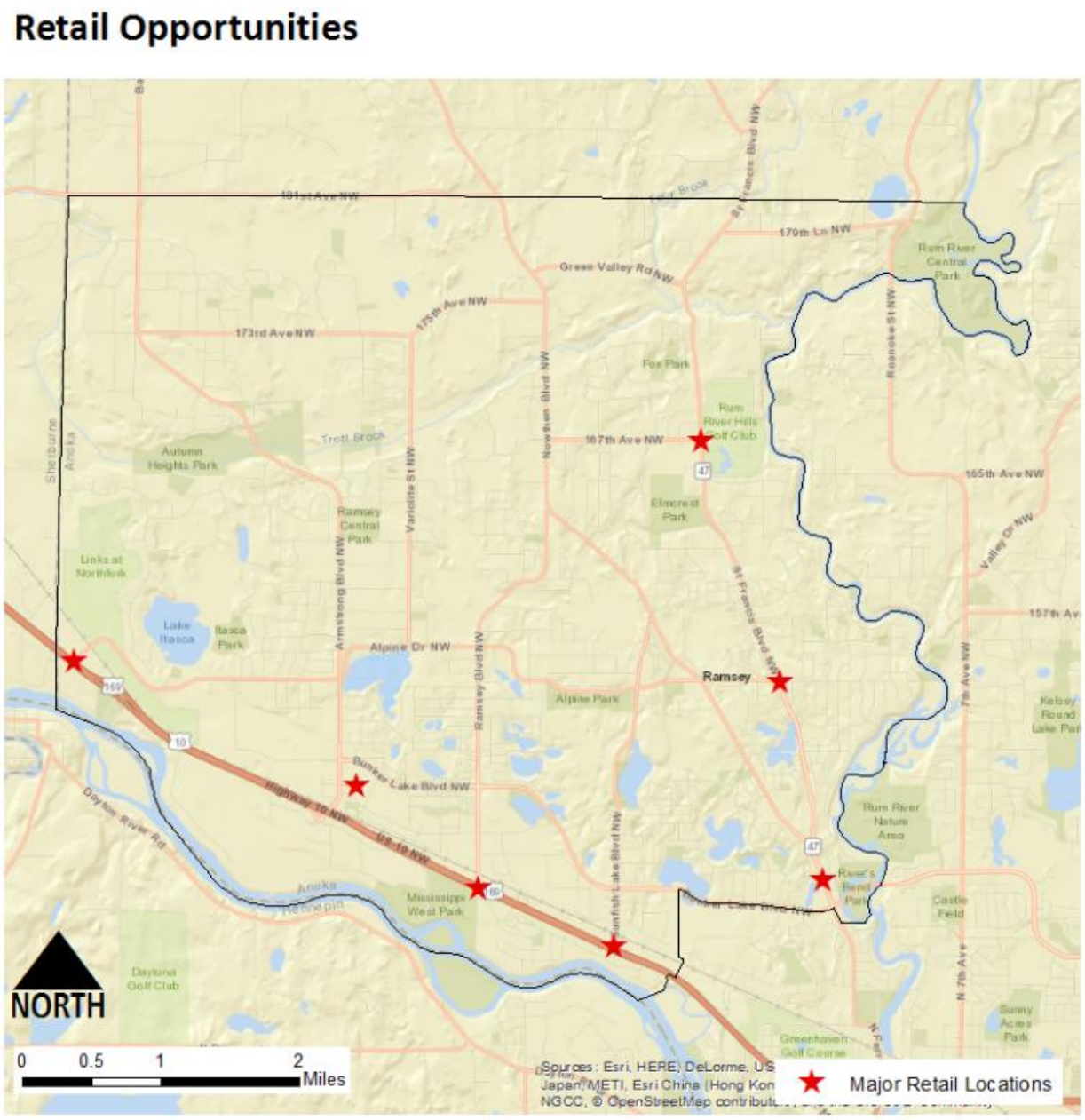


Retail Development

Existing Retail

Primary retail nodes are indicated on the map below. The City has approximately 125 acres of developable land available for development of new retail opportunities.

Figure 523: Retail Opportunities



Market Conditions in Ramsey

Ramsey's Market Area for retail growth has a positive outlook, but is constrained by several factors. While the Mississippi River and Rum River are some of Ramsey's primary assets, they do constrain Ramsey's Retail Market Area, as these physical barriers restrict access for many in close proximity.



Future Retail Opportunities

The COR

The COR is commonly known as Ramsey's Downtown Area. This development has a planned mix of uses, including a variety of retail areas. Within The COR and surrounding area, there are approximately 100 acres of area guided for retail growth. Ramsey has employed an aggressive economic development strategy to attract retailers to the area. This includes, but is not limited to a dedicated economic development staff, partnering with a commercial real estate broker, and offering a variety of financial incentives to locate to Ramsey.

Figure 53: The COR Development Plan

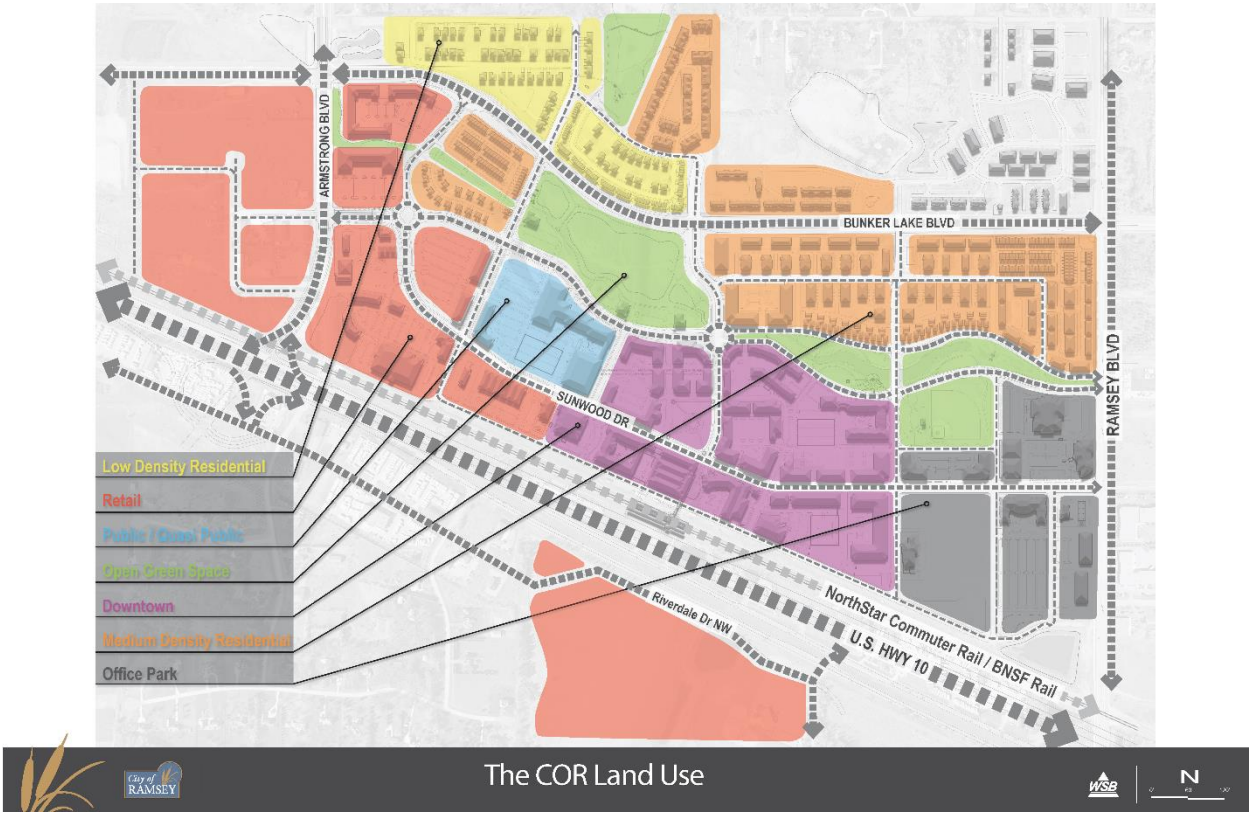
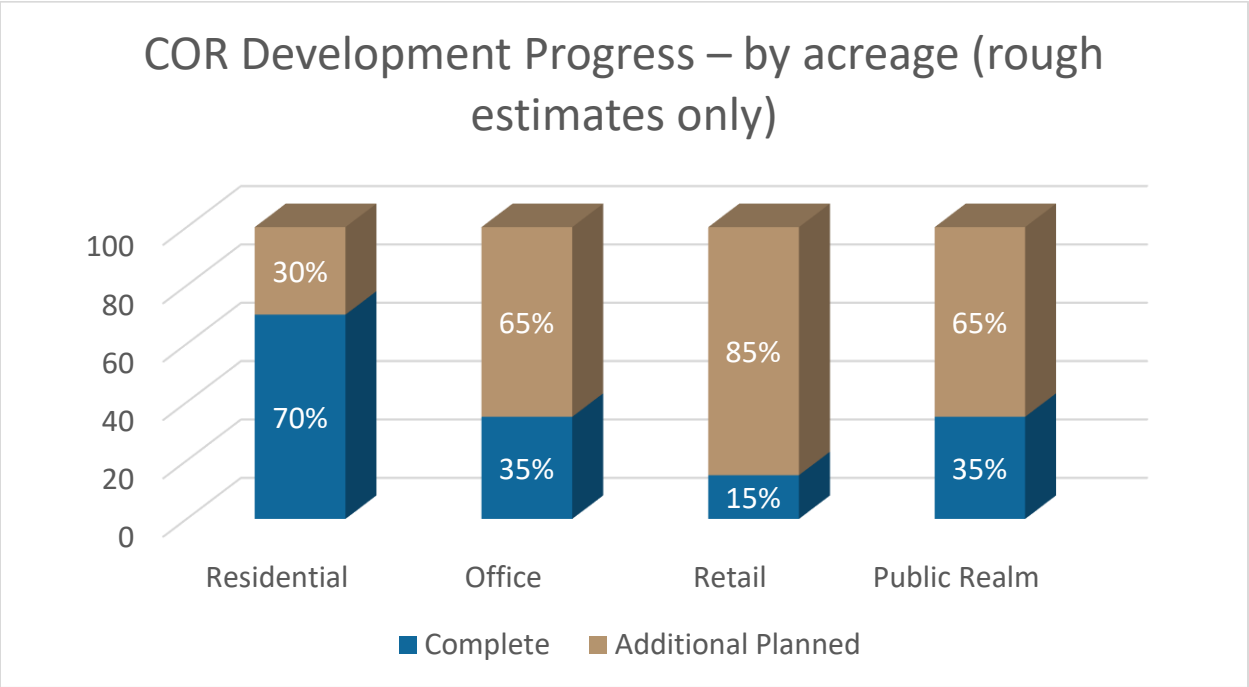


Table 61: Planned Growth in The COR



Elmcrest District

The Elmcrest District is anchored by a small retail node at the intersection of 167th Avenue and Saint Francis Boulevard (T.H. 47). For a number of years, Ramsey has analyzed how to best revitalize this node that has experienced a high rate of vacancy and blight. This node has seen some private reinvestment in recent years. The Rum River Hills Golf Course has also expressed an interest in redeveloping a small portion of their land for residential development.

The goal of this district is to improve and/or remove blight from the retail node and encourage sustainable market-driven redevelopment that will benefit the entire City of Ramsey.

Ramsey's vision for the neighborhood is a mixture of residential and retail uses. Residential users may include single family residential, townhomes, or senior living units as directed by the market. Retail will include a market driven neighborhood commercial node. Redevelopment should include a connection to Elmcrest Park and/or nearby trails where feasible.

Economic Development Tools

The City of Ramsey has a number of financial tools available for economic development projects. Below is an overview of the most commonly used economic development tools.

Gap Financing:

The City's RLF and the DEED MIF programs are used to fill the financial "gap" of a particular project. A financial gap occurs when private financing and/or owner equity cannot fund an entire project. Commonly, these programs are used to purchase equipment; however, other eligible uses exist. Interest rates and terms are negotiable.

Deed Job Creation Fund:

DEED assistance to projects that have capital investment and provide well-paying jobs. Program would allow for a company to receive a 5% rebate on capital expenditures (construction costs, materials etc.) up to $500,000. In addition, this program allows for up to $500,000 in job creation rebates based upon jobs created and their salary levels.

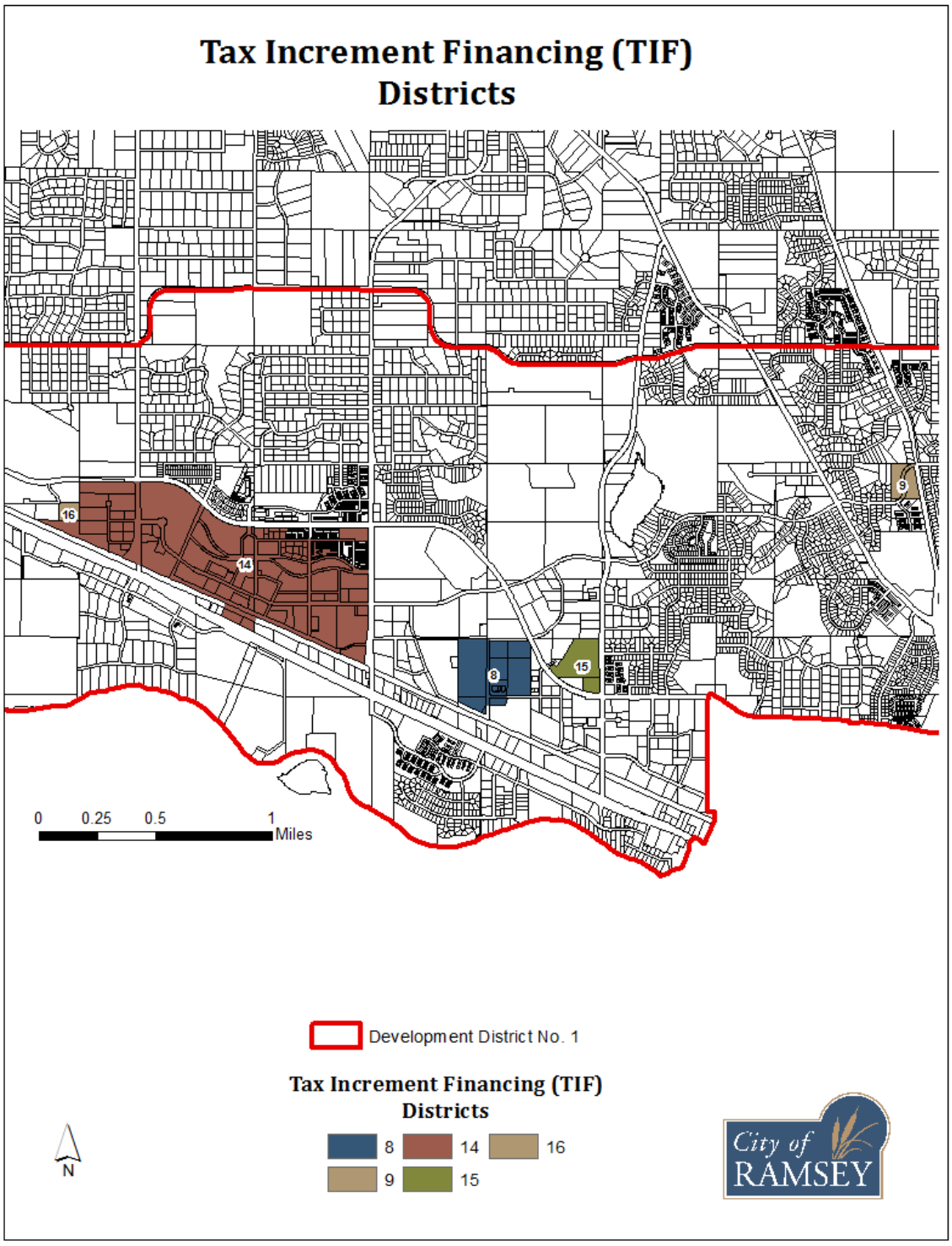
Property Tax Programs:

Tax abatement and TIF are local tax programs typically used for public infrastructure or land acquisition costs. In general, both programs work by capturing property taxes generated by a particular parcel then dedicating said tax revenue for a specific project cost.

Eligibility for financing tools based on the merit of an individual project, compliance with specific program requirements and in many cases approval from the Ramsey EDA and City Council. The City of Ramsey targets quality projects with high quality job growth. Typically, projects require owner equity and/or private financing. Most programs require specific job creation goals and annual reporting.

Tax Increment Financing

Figure 53: Tax Increment Financing District



Economic Development Strategies and Actions

Ramsey will strive to achieve its economic development goals through the following actions and policies.

Strategy: Maintain and Expand our Employment Base

- Continue our Business Retention and Expansion Efforts.
- Build Out the Bunker Lake Industrial Base.
- Plan for the Highway 10 Business Park (next Business Park after Bunker Lake Industrial Park).
- Make sites shovel ready.
- Provide incentives to achieve our economic development goals.
- Be flexible with zoning.

Strategy: Complete Built-Out of The COR according to the approved Development Plan.

- Complete the Development Plan Update.
- Continue Current Recruitment Efforts.

Strategy: Improve Highway 10

- Establish a Stakeholder Group for Highway 10.
- Improve Traffic Conditions (Complete Highway 10 Traffic Plan).
- Create a sustainable funding plan for right-of-way acquisition and construction.
- Remove Blight and Public Nuisances (Complete Highway 10 Land Use Plan).

Strategy: Improve the Image of Ramsey and its Neighborhoods, Business Districts, and Key Corridors

- Improve signage.
- Grade separate rail crossings to eliminate physical barriers.
- Remove Blight and Public Nuisances at the Rum River Hills Node.
- Remove Blight and Public Nuisances at the Highway 47 Corridor.
- Improve Relationships Communitywide to Remove Blight and Public Nuisances.

Strategy: Create a Robust Offering of Recreational Opportunities that benefit Businesses.

- Support the completion of the Master Park and Recreation Plan

Strategy: Increase Retail Options for Residents and Businesses

- Continue and Expand Current Marketing and Recruitment Efforts for New Retailers.
- Improve Access and Visibility for Retailers from Key Corridors.
- Consider free land and incentives.
- Directly recruit businesses.
- Execute a marketing campaign to draw businesses.
- Coordinate with existing efforts (Anoka County, DEED, Chambers of Commerce, etc.)

Strategy: Provide quality customer service to development contacts and residents

- Improve access and visibility of economic development staff.

Chapter 09: Water Resources Plan

Prepared with assistance from Bolton and Menk

Water Supply Plan

In 2004 the City of Ramsey completed a Water Supply and Distribution plan as required by State Legislation adopted in 1993, which required public water suppliers to adopt plans to promote the efficient use of water. This plan, prepared by consulting engineers Bolton & Menk, Inc. documented the water supply, demand and use characteristics of the existing municipal water system and projected future municipal water system needs. The plan also established a conservation plan and an emergency preparedness plan.

Continued growth and changes in development plans of the future community prompted a need to update this study in 2012 as part of the 2030 Comprehensive Plan.

The 2012 Comprehensive Water Plan included a plan for meeting the City's needs based on development projected within the City's 2030 Comprehensive Plan. The 2012 Comprehensive Water Plan outlined infrastructure needs and included an implementation schedule based on the anticipated development.

In 2017, the 2012 Comprehensive Water Plan was updated based on current (2017) population and land use projections and included the following revisions:

- Development projections from 2012 indicated a new water supply capacity would be required by 2019. With the updated development data, new water supply is now projected to be required by 2022.
- In the 2012 report, a water treatment facility was identified as a means of water supply. This was intended to be a surface water treatment facility that drew raw water from the Mississippi River. Based on current discussions with regulatory agencies, there is the potential to provide more water to the system through the addition of wells. In the 2017 report, the treatment facility was removed.
- A new treatment facility was added to the 2017 report to provide greater water quality than exists from the untreated well water current used in the City. The construction of the facility will depend on several factors, including: needs of business and industrial users, and acceptability of the water by residents of the community. The water treatment facility is depicted as being constructed in 2027 and 2028. The actual timing of the construction of the facility is undetermined at this time.
- Construction of new wells in 2023 and 2028 will provide adequate capacity to the year 2040 based upon projected growth rates. In order to determine a viable location for a new well, and potential for additional water supply options utilizing groundwater sources, a well location study should be undertaken.

The Proposed Water System Improvements map from the 2017 update is attached as Figure 1 in Appendix A. The 2017 Comprehensive Water System Study Update completed by Bolton & Menk, Inc is incorporated in this Plan as Appendix B.

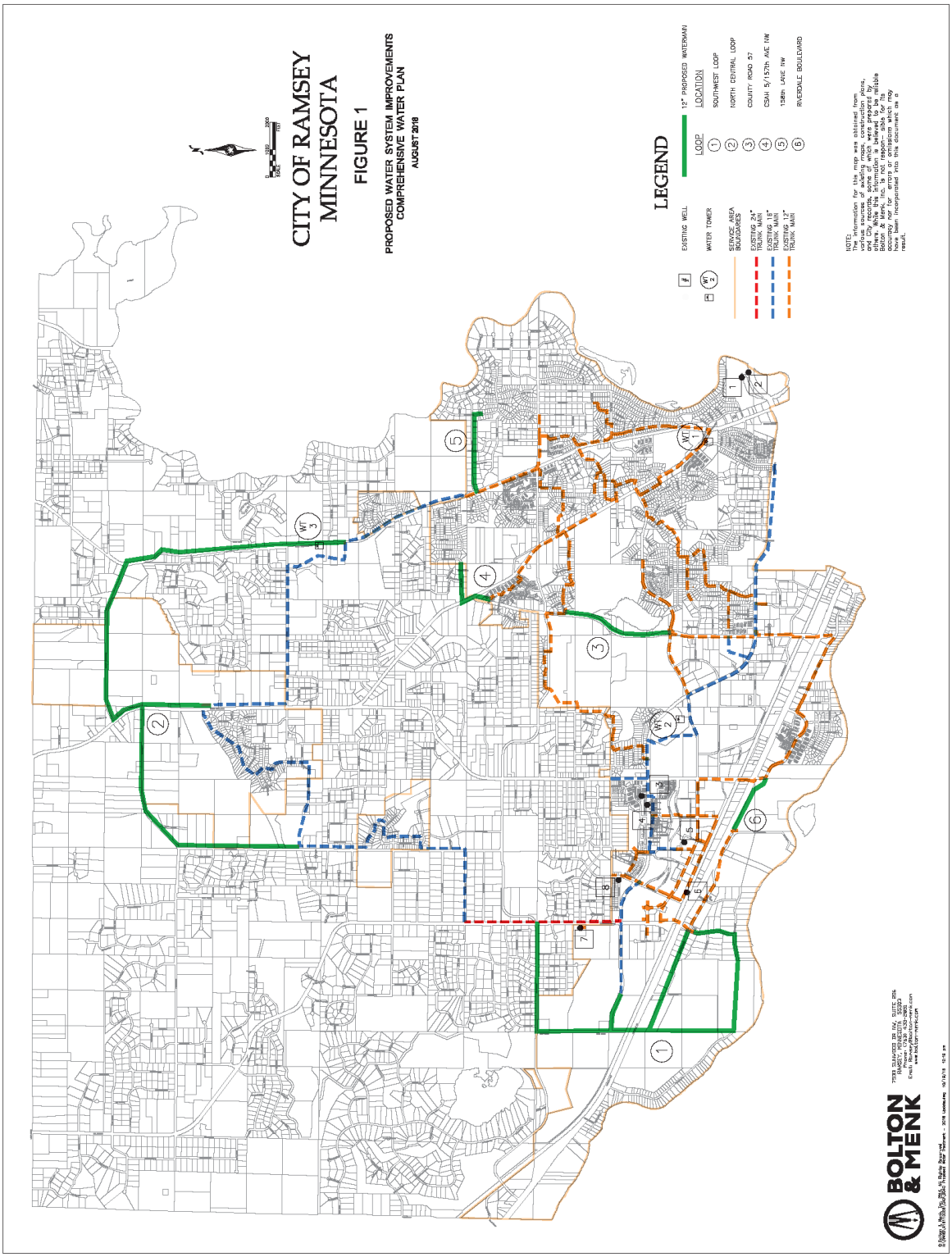
In August 2009, the City of Ramsey adopted a Wellhead Protection Plan as required by the Minnesota Department of Health. The purpose of this study was to protect the city's water supply system from pollution by updating information regarding private wells, storage tanks, hazardous waste generators, etc. within close proximity to public wells. The Wellhead Protection Plan is

included in Appendix B. An update to the Wellhead Protection Plan is scheduled to be completed in 2019.

In 2017, the City of Ramsey completed a Water Supply Plan and submitted it to the Department of Natural Resources and the Metropolitan Council for approval. The submitted Water Supply Plan is included in Appendix B.

The City of Ramsey will continue to explore opportunities for water conservation, including the recently adopted topsoil ordinance for new primary structures.

Figure 54: Trunk Water Supply Map



Wastewater Plan

Overview and Background

Growth of population and jobs in a community can present challenges to ensuring the needs of residents and businesses are adequately met. One of the key elements in addressing this challenge is the planning, construction, and maintenance of adequate wastewater collection systems. A Wastewater and Comprehensive Sewer Plan is a useful tool for defining the strategies the City will use to accomplish planning, construction, and maintenance of the wastewater system.

Under the state Metropolitan Planning Act, local governments are required to submit a wastewater and comprehensive sewer plan element as part of their overall comprehensive plan. This includes describing service needs from the regional system in support of planned growth. Prior to any expansion of sanitary sewer service, this plan must be found consistent with the regional 2040 Water Resources Policy Plan produced by the Metropolitan Council.

In 2005 the City of Ramsey completed a Comprehensive Sanitary Sewer Study which was prepared by consulting engineers Bolton & Menk, Inc. The 2005 Plan presented a guide plan for the extension of the sanitary sewer trunk system to the entire City. In 2012 the City updated the 2005 Comprehensive Sanitary Sewer Study. This update focused on the proposed sanitary sewer trunk extensions and improvements which are required to provide service to all areas within the 2030 MUSA boundaries. In September, 2017, the City completed an update to the 2012 Comprehensive Sanitary Sewer Study. The 2012 study and 2017 update identified the ultimate sanitary sewer flows for the City. The City of Ramsey is considered by Metropolitan Council to be a "Developing Community" and as such is presently allowed to extend sanitary sewer service anywhere within MWCC Sanitary Sewer District 3 boundary (south of Trott Brook). The current extent of the sewered area is now adjacent to Trott Brook and revised land use plans require its extension to the remaining portion of the City. The City's current wastewater flow allocation is 3.8 million gallons per day (mgd).

The 2017 update to the Comprehensive Sanitary Sewer Study completed by Bolton & Menk Inc. is incorporated in this Plan in Appendix B. Revised sanitary sewer flow projections based on the revised Future Land Use Map are included as Exhibit 8:1 of this Chapter. The flow assumptions for calculating sanitary sewer flow are as follows:

Description	Factor
Gallons per Person per Day	75.0
Flow Variation Factor	2.5 to 4.0
People per Unit	3.0
Flow per unit	225
Employees per Acre	20
Commercial/Industrial Flow per Acre	1,500

Existing System

The existing wastewater treatment system, shown in Figure 1 in Appendix A, includes 8 Lift Stations, forcemain and gravity sanitary sewer. This figure also shows the location of the two connection points to the MCES system. The City does not have a separate sanitary sewer treatment facility from the MCES,

however, approximately 4,600 Individual Sewage Treatment Systems are active in the City limits. A map of the ISTS is shown on Figure 57.

Population, Household, and Employment Forecasts

The municipally owned sanitary sewer system provides service to all residents and businesses in the City. The following are the current revisions to the Met Council projections of population, household, and employment forecasts. The City of Ramsey anticipates the following sewer demands, as detailed in Table 60.

Table 60 – Population, Housing, & Employment Sewer Allocation Forecasts

	Forecast Component	2010	2020	2030	2040
Population	Sewered	10,615	14,210	19,865	25,900
	Unsewered	13,053	13,340	13,485	13,250
Households	Sewered	3,615	5,000	6,850	8,940
	Unsewered	4,418	4,600	4,650	4,560
Employment	Sewered	4,304	6,280	7,100	7,640
	Unsewered	475	620	700	760

Actual and Projected Wastewater Flow

Table 61 shows actual and projected average flows for the City's wastewater system, in millions of gallons per day (MGD). The current system has sufficient capacity to meet the demands of population forecasts.

According to the Metropolitan Council, regional capacity for North Trott Brook Sewer District can be provided through the existing Regional Disposal System by system capacity improvements. Therefore, a future regional wastewater treatment plant (WWTP) is not being planned at this time.

Table 61 – Actual and Projected Average Wastewater Flows (MGD)

Meter	2010	2020	2030	2040
M302	0.54	0.9	1.0	1.2
M304	0.24	0.6	1.0	1.3
Total	0.78	1.5	2.0	2.5

Table 62 – System Pipe Capacity at Meter Connection (MGD)

	City Pipe Capacity 30" RCP	Met Council Capacity
M302	7.5 MGD	8.14 MGD
M304	9.56 MGD	9.97 MGD

Table 63: Sewer Flow Forecasts by Sewer District

Sewer Flow Forecasts for North Trott Brook Sewer District – To Meter M302					
Year	**Households (Sewer)**	**Flow Projection-MGD**	**Employment (Sewer)**	**Flow Projection - MGD**	**Total Flow**
2020	**372**	**0.1**	**42**	**0.0**	**0.1**
2030	**745**	**0.2**	**48**	**0.0**	**0.2**
2040	**1,311**	**0.3**	**52**	**0.0**	**0.3**
Sewer Flow Forecasts for Rum River Sewer District – To Meter M302					
Year	**Households (Sewer)**	**Flow Projection-MGD**	**Employment (Sewer)**	**Flow Projection - MGD**	**Total Flow**
2020	**3,514**	**0.8**	**413**	**0.0**	**0.8**
2030	**3,690**	**0.8**	**468**	**0.0**	**0.8**
2040	**3,945**	**0.9**	**502**	**0.0**	**0.9**
Sewer Flow Forecasts for Mississippi River Sewer District – To Meter M304					
Year	**Households (Sewer)**	**Flow Projection-MGD**	**Employment (Sewer)**	**Flow Projection-MGD**	**Total Flow**
2020	**1,114**	**0.2**	**5,825**	**0.4**	**0.6**
2030	**2,415**	**0.5**	**6,584**	**0.5**	**1.0**
2040	**3,684**	**0.8**	**7,086**	**0.5**	**1.3**

Inflow and Infiltration

Groundwater infiltration and surface water inflows, often called infiltration/inflow (I/I), may contribute a substantial amount of municipal wastewater volume. Reducing I/I through proper design, construction, maintenance, and other interventions can reduce the strain this puts on municipal wastewater systems.

The Inflow and Infiltration (I/I) goal established for the City of Ramsey varies based on annual average flow for each connection point to the Metropolitan Disposal System (MDS). The Metropolitan Council's metering program shows that the City's 2017 annual average flow at meter M302 was 0.567 mgd. The current I/I goal for the City of Ramsey at this point is an allowable peak hourly flow of 2.54 mgd. The 2017 annual flow at meter M304 was 0.279 mgd. The current I/I goal for Ramsey at this point is an allowable peak hourly flow of 1.29 mgd.

The City continues to monitor the integrity of its sanitary sewer infrastructure. The City has had a sewer vac truck since 2009 and have a program in place to clean one third of the Sanitary Sewer system each year In addition to cleaning the existing sewer system, the City has a program in place to televise one tenth of the system each year to monitor for I/I issues. The City has historically spent approximately $10,000 per year televising and mitigating I/I issues that are discovered during the televising process. Items that are repaired though this process include: private utility hits, leaking joints, collapsed pipes and leaking manholes.

Table 65 shows the number residential units within the City that were built before 1970 vs those built from 1970 to the present. It also breaks out the percentage of pre-1970 residential units that

are connected to the sanitary sewer system and have been evaluated for I/I susceptibility and repair. Considering 99% of the sewered services have been constructed after 1970, and 37% of the sewered services have been evaluated, with only 0.1% of those evaluated had an I&I issue, the data suggests that the remaining 63% of the services should only anticipate 5-10 properties have an I&I issue that has not been resolved. This amounts to an estimated average annual flow of 0.43 MGY or 0.001 MGD.

Table 64 – Pre and Post 1970 Residential Homes

	City Wide Number of Existing Homes	Existing Homes Connected to Sewer System	% Sewered Homes Evaluated for I&I
Pre-1970	353	38	50% (19)
Post-1970	8,974	4,834	37% (1769)

Ordinance 92-05 prohibits the connection of sump pump, rain leaders, or passive drain tile from the sanitary sewer system and requires those that exist be disconnected. The City of Ramsey has adopted the Minnesota State Building Code, which states that drainage systems shall discharge into an approved sewer system or to daylight (§R405.2.3) and storm sewer systems shall not drain into sewers intended for sanitary sewage only (§4715.2700). The City of Ramsey interprets that these systems must drain to daylight only unless storm sewer is available on-site. The City of Ramsey will explore the need for such ordinances if it is determined the City is not meeting the established I/I goal.

The City applied for $25,250 in matching grant funds from the 2014 State Bond Fund Municipal Inflow & Infiltration Grant program though the Met Council Environmental Services to perform needed I&I improvements. The grant was awarded and this project was completed in 2016 where multiple castings were adjusted and chimney seals were installed to prevent I&I at those structures. A lift station and a manhole were also rehabilitated to seal the structure by coating the insides of the structures.

The City also has a program in place that notifies residents if their water meter runs continuously. A letter is sent to the resident alerting them that there may be a possible water leak inside their home and includes a toilet dye strip and informational flyer on how to perform a water leak test and how to read their water meter.

Figure 55: Existing Sanitary Sewer Trunk Map

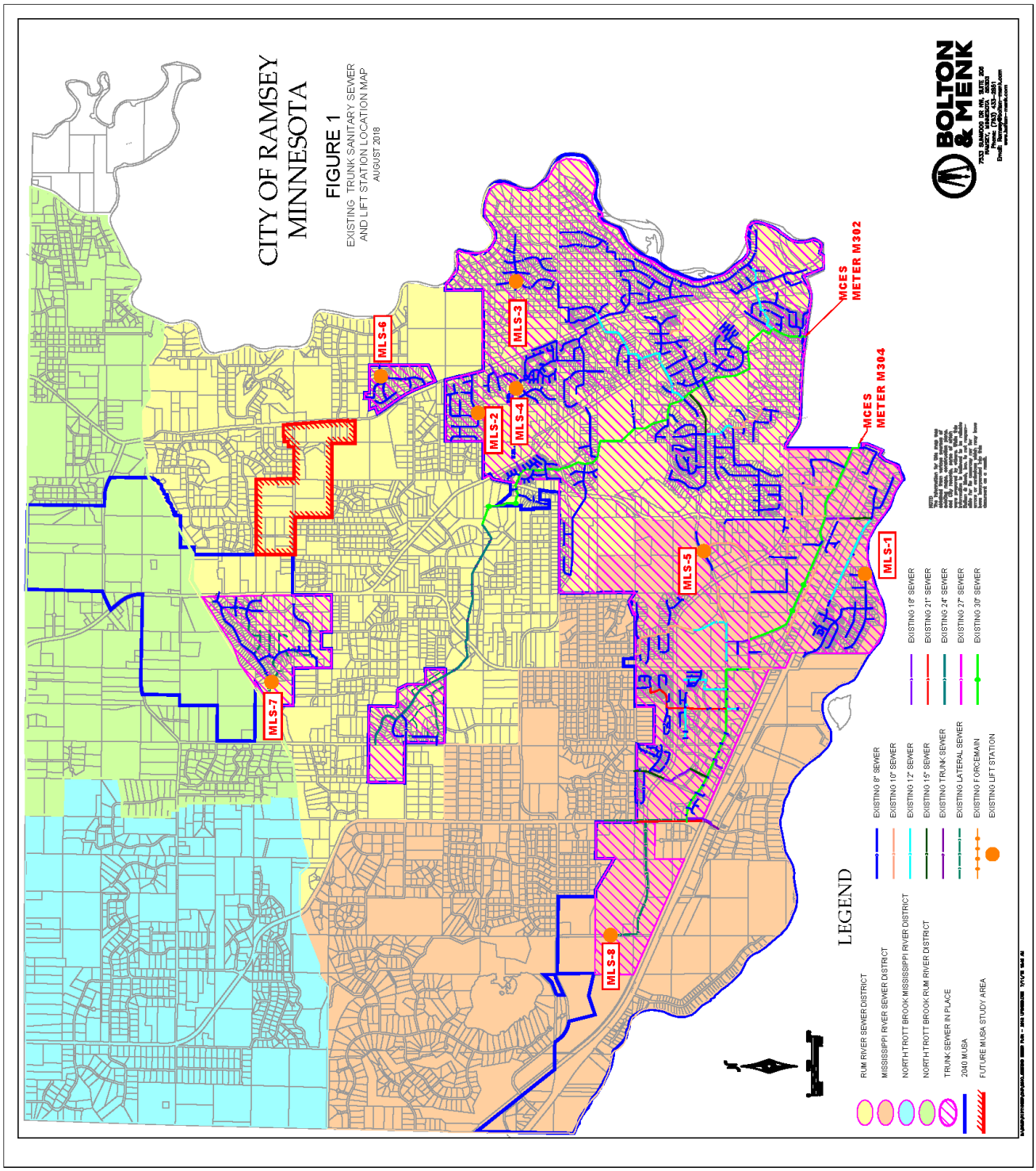
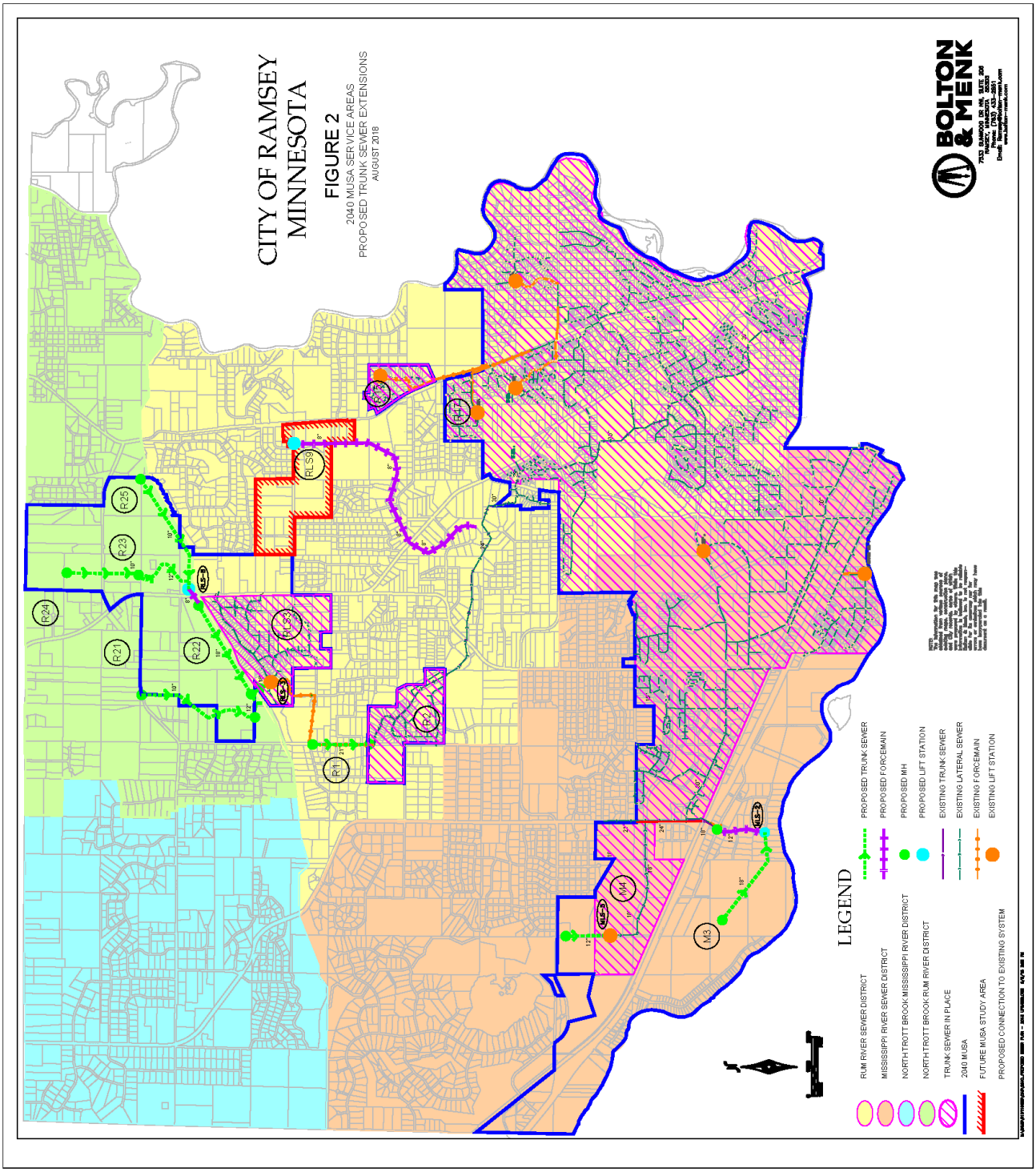


Figure 564: Future Sanitary Sewer Trunk Map

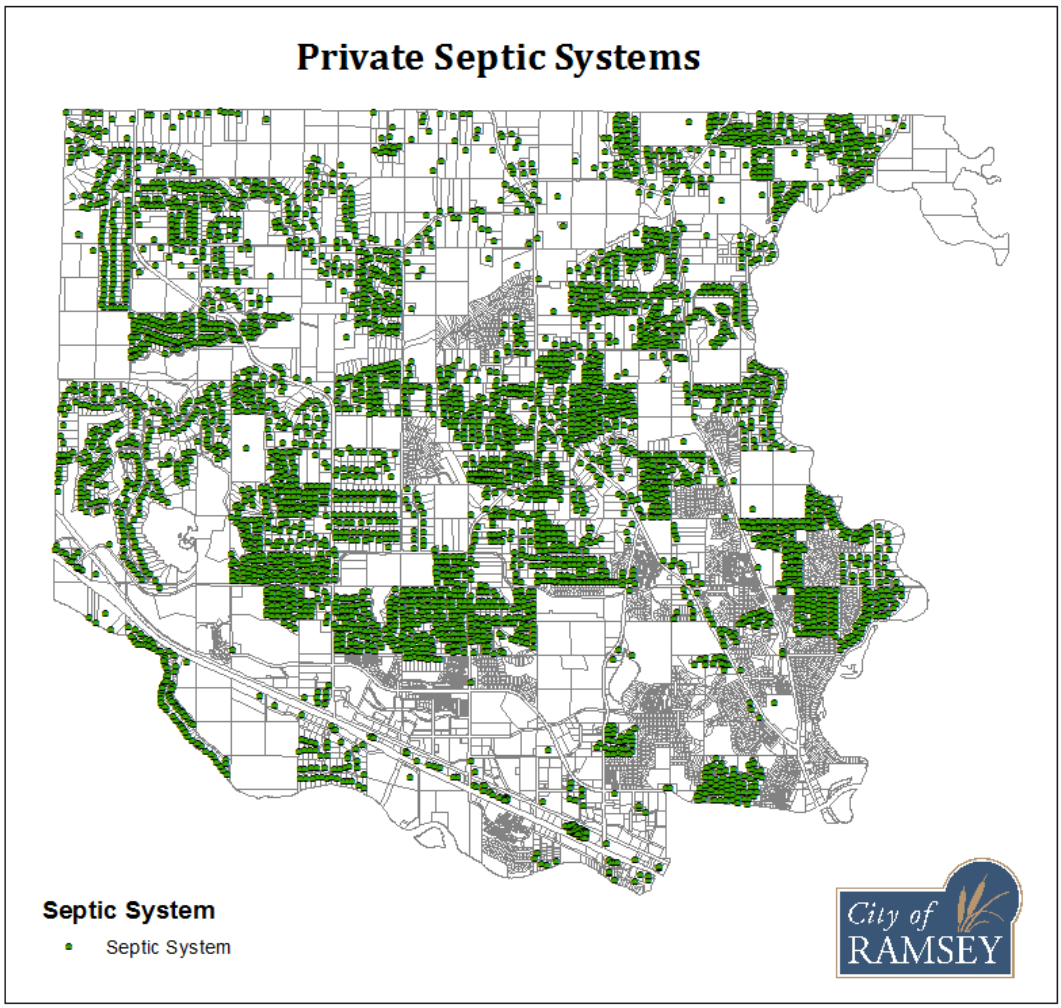


Community and Subsurface Treatment Systems

Community and Subsurface Treatment System Management Program

The City of Ramsey anticipates having 4,600 private subsurface septic systems in 2020. A majority of these are for single-family homes. There is one group septic system for a six (6) unit townhome development owned and operated by a private Home Owners Association (HOA). In 2016, the Minnesota Pollution Control Agency (MPCA) reported a total of approximately 541,000 septic systems in Minnesota. Anoka County has an estimated 28,000 systems, the second highest number of septic systems per County in the State and the highest number of systems of any County in Metropolitan Area. When properly maintained, these systems are an adequate means of treating wastewater. However, given the number of private septic systems in the community, Ramsey must dedicate resources to ensure that these systems are being properly maintained in order to protect groundwater quality, prevent public health threats, and avoid public nuisances.

Figure 57: Private Septic Systems



Ramsey is a Home Rule Charter City. Ramsey City Charter states the following.

> *Connection Policy.* The city may not compel any property owner with a functional private sewer and water system to connect to city sewer and/or water.
>
> *Assessment policy.* The city may not levy an assessment for any component of any project which includes sewer and/or water improvements against a property whose owner elects to remain on a functional private sewer and/or water system.
>
> *Request for urban services.* Property owners who remain on private sewer and water systems after urban services become available may request connection to urban services at any time. Upon connection to urban services an assessment may be levied provided it is consistent with the original assessment.

Ramsey tracks septic systems with a permit management system known as Permit Information Management System (PIMS). PIMS is a product of the Local Government Information System (LOGIS) consortium of local communities.

Public Treatment Systems

Ramsey has no public treatments in our community. Ramsey does have three (3) cluster systems serving four (4) units each, resulting in twelve (12) units being served by a clustered (shared) system.

Subsurface Treatment Systems

The City of Ramsey estimates there will be 4,600 subsurface treatment systems in 2020. Ordinance 04-32 states the City has adopted Minnesota Rule 7080 technical standards and criteria contained in the "Individual Sewage Treatment System Program" regarding non-conforming sewage treatment systems.

Public Education

Ramsey has set a goal to improve public education on proper maintenance of septic systems. Ramsey's primary clearinghouse for education materials is www.cityoframsey.com/septic. The website serves as a clearinghouse leveraging a number of existing resources including, but not limited to the Minnesota Pollution Control Agency (MPCA) and Know the Flow (Anoka County).

Ramsey actively participates in Septic Smart Week each September.

Additionally, during the 2017-2018 Academic Year, Ramsey collaborated with the University of Minnesota through its Resilient Communities Project (RCP). One of the projects this partnership worked on was septic education. The partnership developed printed materials and website content. Ramsey is working on incorporating these resources within our new website rolling out in 2018.

The City also has a program in place that notifies residents if their water meter runs continuously. A letter is sent to the resident alerting them that there may be a possible water leak inside their home and includes a toilet dye strip and informational flyer on how to perform a water leak test as well as how to read their water meter.

Required Pumping and/or Maintenance Reminders

Each year Ramsey sends reminders to septic system owners that are due for septic pumping and/or maintenance at an interval not to exceed once every three (3) years as required by the State of Minnesota.

Financial Assistance for Public Health or Safety Concerns

In instances where a septic system has failed to the point it poses a threat to public health or safety, Property Owners may request the City replace a private septic system and assess the costs of the replacement to the benefitted property. The Property Owner must enter into an Assessment Agreement and the costs of replacement will be levied against the Property as a Special Assessment. The Property Owner must submit proof that they have exhausted all other financial options to replace the system.

Anoka County also has potential dollars and/or loans available for septic replacement needs.

Administrative Enforcement of Septic Rule Violations

Ramsey has established an administrative process to enforce violations of various sections of our City Code, including our Septic Code. When the City becomes aware of a septic system in violation of the Septic Code, we track the violation through our code enforcement management system. Property Owners are provided two (2) notices of violation with instruction on how to comply with Septic Code. The City is able to issue Administrative Fines in addition to the Notices of Violation.

Civil Prosecution

In the rare occasion where Ramsey's Administrative Enforcement is unsuccessful in achieving compliance, the City will file civil prosecution charges in order to obtain an injunction from District Court to remedy the situation.

Criminal Prosecution

In extremely rare occasions, especially in events of threats to public health or safety, Ramsey may choose to seek criminal charges to remedy the situation.

Future Community Treatment Systems

In certain instances, Ramsey may consider allowing private, community septic systems.

Land Uses and Physical Conditions

Ramsey will generally only allow a private, community system outside of the Metropolitan Urban Service Area (MUSA). In certain circumstances where an agreement for future connection is reached, Ramsey may allow private, community septic systems within the MUSA boundary.

Rural Residential

Private septic systems are generally reserved for rural residential lots of at least one (1) acre in size. Properties shall ensure adequate space for a primary and secondary drainfield area.

Shoreland Areas

Ramsey is supportive of private, community septic systems in areas located within our Shoreland Overlay District, Rum River Wild and Scenic Overlay District, and Mississippi River Corridor Critical

Area (MRCCA). These are environmentally sensitive areas, and the public benefits from limiting the number of potential individual source points of pollution that could pose a threat to water quality.

Urban Residential

For areas in the future urban service area but future municipal utilities are not expected within the current planning period (20 years), Owners may cluster lots and serve through a private, community septic system. The Owners must enter into a Future Connection Agreement providing for future connections when municipal services are available.

Administrative Procedures

Ramsey will require that a legal entity be established prior to the construction of any private, community septic systems. Although Ramsey will have no enforcement responsibilities of the entity, Ramsey will require a review of the articles of incorporation by the City Attorney. The participating properties shall enter into a Maintenance Agreement with the City and shall agree to allow the City to assess the costs of future repair in the event of failure to repair a non-compliant system.

Compliance with Applicable Regulations

Owners and Installers of private, community septic systems shall design and construct consistent with Minnesota Rules, Anoka County Ordinances, and Ramsey City Code.

Ramsey Administration

Ramsey shall administer applicable Minnesota Rules consistent with other private septic systems. Ramsey shall require the issuance of a permit prior to installation and shall ensure ongoing compliance.

System Expansion

Section 4 of the 2012 report describes the trunk infrastructure improvements needed to serve each defined subdistrict within the MUSA boundary.

The sanitary sewer trunk system extension and improvement required to service the 2040 MUSA are shown on Figure 4 in Appendix A. The extensions are required generally in three areas which are individually discussed below. The proposed facilities are sized to accommodate the ultimate sewer flow from the entire service area for each extension including the areas outside of the 2040 MUSA boundary. This provides flexibility for allowing future MUSA expansions. The current projected growth in each of the below regions is anticipated to occur uniformly through 2040. With developments occurring in each region listed below equally. Figure 5 in Appendix A shows anticipated development areas within the 2040 MUSA.

Subdistrict M3

This subdistrict is located in the southwest corner of the City south of Highway 10. The majority of the area will be serviced by lift station MLS-2 which will discharge to the gravity sewer that is extended to the south side of Highway 10.

The total estimated cost of the trunk sewer improvements to service the M3 subdistrict is $1,851,000. This cost was calculated in the 2016 Comprehensive Sanitary Sewer Study update and

has been adjusted to 2018 dollars. Lateral sewer extensions from the proposed trunk will be required and these costs are not included.

Subdistrict M4

This subdistrict is located north of Highway 10 and west of Armstrong Boulevard. Service to this area will require extensions from the existing lift station on Puma Street. The total estimated cost of the 12- inch gravity sewer extensions is $176,000. This cost has been reduced from the 2016 Comprehensive Sanitary Sewer Study update to account for the 2017 construction of trunk sanitary sewer main and new lift station along Bunker Lake Boulevard and Puma Street.

Subdistricts R21 Through R25

These subdistricts are located north of Trott Brook in the north central portion of the City. Service to this area will require extensions from existing lift station RLS-3 in the Brookfield development. Subdistricts R21 and R22 on the west side of CSAH 5 can be serviced from an 18-inch gravity sewer extension from the lift station. Subdistricts R23, R24, and R25 on the east side of CSAH 5 will be serviced by trunk sewers flowing to lift station RLS-8. The forcemain from the station will discharge to the proposed trunk sewer in subdistrict R22. Existing lift station RLS-3 was not designed to accommodate the sewer flow from the north side of Trott Brook. The existing pumps will need to be replaced with higher capacity pumps. The existing 8-inch forcemain from lift station RLS-3 will be essentially at maximum capacity after the upgrade of the lift station pumps and will have high head loss from the flow through the pipe.

The high head loss requires larger motors on the lift station pumps. To reduce this head loss somewhat, it is proposed to extend a 21-inch gravity sewer about 1300 feet north in subdistrict R-1 on Variolite Street from the existing 24-inch trunk sewer. This reduces the forcemain length and related head loss.

The lift station upgrade at RLS-3 and the sewer extension in subdistrict R1 are south of Trott Brook but are required to provide sewer service to the subdistricts north of Trott Brook. The lift station upgrade will be required with the initial extension to the north side of Trott Brook. The R1 trunk construction would not be required until service is extended to Subdistricts R23 - R25. The total estimated costs were calculated in the 2016 Comprehensive Sanitary Sewer Study update and has been adjusted to 2018 dollars as follows:

Subdistrict R23-R25	$2,058,000
Subdistrict R21 and R22	2,426,000
Subdistrict R1	509,000
Subdistrict RLS-3	290,000
Total:	*$5,283,000*

System Extension for 167th Avenue Future MUSA Study Area

The Future MUSA Study Area identifies an area to better understand the feasibility of extending a trunk sewer line to the 167th Avenue/Saint Francis Boulevard (TH 47) land use node. Municipal

Water service exists to the area, but Sanitary Sewer does not. The City has a land use goal to revitalize this node and

surrounding area, and the availability of Sanitary Sewer is a major variable in future land use decisions. The MUSA boundary does not currently include this area. Findings from this study area will be utilized to influence the City's 2040 Comprehensive Plan Update and discussions with private developers currently proposing certain land use scenarios. The total estimated cost for this study area is $1,776,000. This cost was calculated in the 2016 Comprehensive Sanitary Sewer Study update and has been adjusted to 2018 dollars.

Surface Water Management Plan

Ramsey originally updated its Surface Water Management Plan in 2015. Changes to Minnesota Rules required updates to this plan sooner than originally planned as part of the Comprehensive Plan Update. A revised Surface Water Management Plan is incorporated by reference into the Comprehensive Plan Update.

Ramsey supports additional discussion to coordinate the efforts of local municipalities, watershed organizations, the Minnesota Board of Water and Soil Resources (BWSR), and the Metropolitan Council to provide clarity, consistency, and reasonable update cycles for Surface Water Management Plans.

Chapter 10: Implementation Plan

Action Item	Policy or Capital Improvement?	Resources Needed	Timeframe
Land Use			
Establish Policy for Urban Service Boundary Extensions	Policy	Existing Resources	2019
Update Density Transitioning Ordinance	Policy	Existing Resources	2019
Small Area Plan – The COR	Policy	Existing Resources	2019
Small Area Plan – Green Valley District	Policy	Existing Resources	2020
Small Area Plan/Infrastructure Study – Mississippi West District	Policy	$25,000 Partner with Developers and Land Owners	2020
Small Area Plan – Elmcrest District	Policy	Existing Resources	2020
Complete the Streetscape Plan	Policy	Existing Resources	2019
Advocate for a new Middle School and Third Elementary School	Policy	Existing Resources	Ongoing
Encourage School Districts to Amend District Boundaries to follow Neighborhood Boundaries	Policy	Existing Resources	Ongoing
Prioritize Desired Amenities with goal of Financial Stability through Annual CIP Process	Policy	Existing Resources	Ongoing
Update Official Zoning Map for consistency with Comprehensive Plan	Policy	Existing Resources	Ongoing
Complete a Comprehensive Zoning Code Update	Policy	Existing Resources	2019
Transportation Plan			
Complete the Ramsey Highway 10 Plan	Policy	Existing Resources	2019

Complete the Highway 47 Corridor Plan	Policy	$25,000	2020
Complete the Nowthen Boulevard/CSAH 5 Corridor Plan	Policy	$25,000	2020
Complete the Green Valley Road/CR 63 Corridor Plan	Policy	Existing Resources	2021
Complete the 181st Avenue/CR64 Plan	Policy	Existing Resources	2021
See Transportation Plan for Capital Improvements			
Housing Plan			
Provide incentive-based approach to neighborhood revitalization	Policy	TBD	2022
Identify and remove substandard housing units that are economically unfeasible to rehabilitate.	Policy	TBD	2023
Create a simple webpage/portal that allows residents to voice anonymously code enforcement concerns	Policy	Existing Resources	2019
Complete a housing needs assessment and analysis in the immediate future	Policy	Existing Resources	2020
Create policy allowing flexibility for senior projects to convert to affordable housing when the demand for senior housing changes	Policy	Existing Resources	2023
Maintain, and update if needed, conservation subdivision ordinances	Policy	Existing Resources	2020

Consider incentives for innovative water-saving solutions for stormwater management, water conservation, and rainwater reuse	Policy	TBD	2023
Consider a policy regarding sprinkler gauging for single family homes, townhomes, and homeowners' associations in order to save water	Policy	TBD	2023
Create an inclusionary housing policy and toolkit	Policy	Existing Resources	2022
Roll out the "Can I Be Your Neighbor?" initiative	Policy	Existing Resources	2019
Create a Fair Housing Policy for the City	Policy	Existing Resources	2020
Create and maintain a policy that allows for density bonuses for new projects in The COR that provide additional public amenities, such as open space dedication or affordable housing, in exchange for densities greater than the Zoning Ordinance typically would allow	Policy	Existing Resources	2020
Create informational packet of first-time homebuyer programs to provide to prospective homebuyers	Policy	Existing Resources	2019
Natural Resources Plan			
Create a Pollinator-Friendly Toolkit	Policy	Existing Resources	2020
Consider a Boulevard Tree Program	Policy	Existing Resources	2020

Create a Shoreline Protection Plan	Policy	Existing Resources	2019
Create a Conservation Subdivision Design Policy	Policy	Existing Resources	2021
Create an Environmental Protection Overlay District for Trott Brook	Policy	Existing Resources	2020
Implement the Mississippi River Corridor Critical Area (MRCCA) Plan	Policy	Existing Resources	2021
Create a Community Resilience Plan	Policy	Existing Resources	2020
Complete the Circle of Ramsey Greenway Plan	Policy	Existing Resources	2019
Inventory potential access points to significant ecological resources	Policy	Existing Resources	2022
Create an Outreach Program for Groundwater Planning	Policy	Existing Resources	2022
Create an Outreach Program for Organics Recycling/Solid Waste Reduction	Policy	Existing Resources	2019
Mississippi River Corridor Critical Area (MRCCA)			
Parks and Recreation			
Circle of Ramsey Greenway	Capital Construction	TBD (Private/Public Partnership)	Opportunity Driven
Community Center	Capital Construction	TBD	Opportunity Driven
Lake Itasca Park	Capital Construction	$750,000 (paid by Developer Park Dedication Dollars)	2023
Nathe Park	Planning and Design	$25,000	2023
The COR Parks System	Capital Construction	TBD	2020-2030 (phased)

Community Park #6	Capital Construction	TBD (paid by Developer Park Dedication Dollars)	2025
Complete the Parks System Plan	Policy	Existing Resources	2019
Acquire Land along Trott Brook	Acquisition	TBD	Opportunity Driven
Maintain the Recreation Program	Policy	0.50 FTE Recreation Coordinator	2019
Create a Trail Plan to connect Mississippi River Regional Trail to Oliver Kelly Farm	Policy	$10,000	2020
Create a Trail Maintenance Plan	Policy	Existing Resources	2020
Formalize process to involve local athletic association in Capital Improvement Program (CIP) Process	Policy	Existing Resources	2019
Create a policy for Neighborhood Park Selection	Policy	Existing Resources	2020
Economic Development			
Create a Plan for the Highway 10 Business Park	Policy	Existing Resources	2023
Create a Plan to increase access and visibility for Retailers	Policy	Existing Resources	2020
Create a Marketing and Recruitment Campaign for Economic Development	Policy	Existing Resources	2020
Create the Highway 10 Steering Committee	Policy	Existing Resources	2018
Complete the Highway 10 and Highway 47 Plans	Policy	Existing Resources	2020

City of Ramsey Capital Improvement Plan

The City of Ramsey maintains a complete ten-year Capital Improvement Plan (CIP). That CIP is available online at https://www.cityoframsey.com/DocumentCenter/View/1977/FINAL-Capital-Improvement-Plan-2020-2029-PDF?bidId= .

Official Controls

Ramsey maintains an official zoning map as well as ordinances governing zoning, subdivisions, water supply, and private septic systems.

Ramsey Zoning Designations

R-1 Residential District – the intent of the R-1 Residential District is to accommodate single-family dwelling units on suitable land in the 2040 Metropolitan Urban Service Area (MUSA) and rural developing areas of the city. All newly created lots, except the remnant of a lot of record not less than five acres in size and located within the 2040 MUSA, shall be serviced by sanitary sewer and municipal water. All developing lots located within the rural developing area shall be served with individual septic systems and wells.

R-2 Residential District - The intent of the R-2 Residential District is to accommodate multiple dwellings at a density of four to seven dwelling units per acre and multiple-dwelling complexes within the 2040 MUSA. All lots created by subdivision located within the 2040 MUSA shall be serviced by sanitary sewer and municipal water.

R-3 Residential District The intent of the R-3 Residential District is to accommodate high-density residential housing at a density greater than seven units per acre but not to exceed 15 units per acre within the 2020 MUSA. All lots created by subdivision located within the 2020 MUSA shall be serviced by sanitary sewer and municipal water.

B-1 General Business District The intent of the B-1 General Business District is to provide a commercial area for goods and services for the surrounding neighborhoods and community on a smaller scale than the B-2 Highway Commercial District.

B-2 Highway Business District The purpose of the B-2 Highway Business District is to provide for and limit the establishment of motor vehicle oriented or dependent and convenience type, high intensity commercial and service activities characteristically located along major traffic carriers.

E-1: Employment District To accommodate general industrial activities.

E-2: Employment District The purpose of the E-2 Employment District is to provide for the mix of typically large volumes or bulk commercial goods and services, wholesale/warehouse activities and limited retail activities.

E-3: Employment District The purpose of the E-3 Employment District is to provide for the mix of typically large volumes or bulk commercial goods and services, wholesale/warehouse activities and limited retail activities and limited outdoor storage.

The COR District The primary intent of the COR district is to create a focal point in the community that embodies the principles of transit-oriented and mixed-use development. The COR district envisions a distinctly different development pattern, with a more urban structure of streets and blocks, than the suburban and rural patterns that have shaped the community to date. The COR area is comprised of a number of distinct subdistricts intended to define the type and intensity of uses, location of amenities and overall character of development. The COR district incorporates the COR development plan and development framework by reference to provide necessary building and site design features that are essential to a pedestrian environment.

Mixed Use Planned Unit Development (MU-PUD) District The intent of the Mixed Use Planned Unit Development (MU-PUD) District is to provide a range of retail and service commercial, office, and residential uses that are organized and planned in a comprehensive manner. The MU-PUD District is created for development seeking alternative development regulations that embody more traditional neighborhood design (TND) principles to promote a better integration of uses that might typically be separated and to provide for an adequate mixture of commercial and residential uses and in no case shall a development contain more than 75 percent of one use.

H-1 Highway 10 Business District The city finds that the properties lying between Highway 10 and Burlington Railroad tracks are integral to the future improvement of the U.S. Highway 10 transportation system. These properties are therefore in a state of transition. The intent of the H-1 Highway 10 Business District is to allow for uses that minimize traffic, vehicular access, and facilitate orderly transition of the corridor while allowing the property owners the ability to utilize their property for economic benefit until such time as the U.S. Highway 10 transportation system improvements are initiated.

Public/Quasi-Public District The intent of the Public/Quasi-Public District is to provide for and regulate uses that are public or semi-public in nature and to provide the community with area designated specifically for open spaces, community gathering places, public and private recreational spaces, educational facilities, and government buildings.

Planned Unit Development District The intent of the Planned Unit Development District is to provide a district that will encourage:

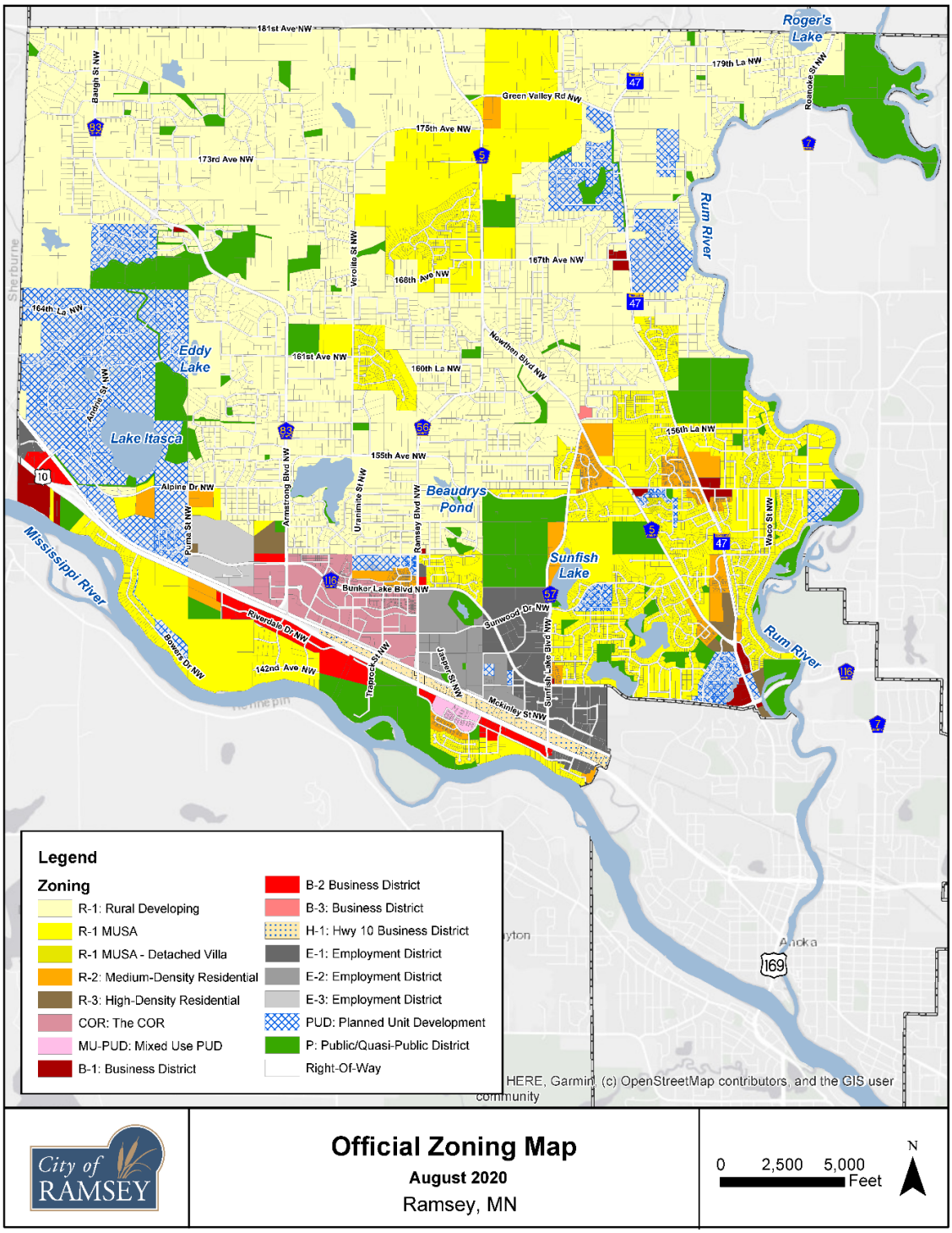
(1) Flexibility in land development in order to make better use of new techniques in building design and construction and land development.
(2) Housing affordable to all income groups.
(3) More efficient use of public infrastructure.
(4) Energy conservation through the use of more efficient building designs and through the clustering of buildings and land uses.
(5) Preservation of desirable land characteristics and open space and protection of sensitive environmental features such as steep slopes, poor soils and trees.
(6) More effective and efficient use of land, open space and public facilities through the mixing of land uses and assembly and development of land in larger lots.

Neighborhood Business District The intent of the Neighborhood Business District is to provide a commercial area for office space, daycare uses and other similar uses, which are compatible with the neighboring residential properties.

Ramsey City Ordinances

The City of Ramsey maintains official records of all land use regulations and ordinances on the city's website. Regulations related to zoning, subdivision, water supply, and private sewer systems can be found at www.ci.ramsey.mn.us.

Ramsey Official Zoning Map



Water Resources Appendix

COMPREHENSIVE WATER SYSTEM STUDY UPDATE

IN COORDINATION WITH 2040 COMPREHENSIVE PLAN UPDATE

CITY OF RAMSEY, MN

SEPTEMBER 2017

Submitted by:
Bolton & Menk, Inc.
7533 Sunwood Drive NW
Suite 206
Ramsey, MN 55303
P: 763-433-2851
F: 763-427-0833

COMPREHENSIVE WATER PLAN UPDATE
IN COORDINATION WITH
2040 COMPREHENSIVE PLAN UPDATE

CITY OF RAMSEY, MINNESOTA

A. PURPOSE

The purpose for this report is to update the City's 2012 Comprehensive Water Plan based on current (2017) population and land use projections. The 2012 Comprehensive Water Plan included a plan for meeting the City's needs based on development projected within the City's 2030 Comprehensive Plan. The 2012 Comprehensive Water Plan outlined infrastructure needs and included an implementation schedule based on the anticipated development.

City staff has identified development which has occurred since the 2012 study was completed and has provided projections for development which is likely to occur in the next 23 years (Year 2040). This report evaluates the impact of the recent and projected development on the proposed schedule for water infrastructure implementation.

Typically water system improvements are funded through a combination of Water Availability Charges, trunk charges, and water usage fees. We have prepared one option for funding the water system which should be reviewed and discussed with the City's financial advisor prior to setting or adjusting any charges or fees.

B. SUMMARY OF INFRASTRUCTURE REVISIONS TO 2012 COMPREHENSIVE PLAN

Infrastructure expenditures were based on the City's Capital Improvement Plan for the years 2017 to 2020. We also identified several capital improvement projects which will need to be implemented between 2021 and 2040.

1. Water Distribution System

The water distribution system is depicted on Figure 1. Water wells, towers and existing and proposed water mains are shown on the graphic. A summary of revisions (when compared to the 2012 map) is as follows:

1. Removed both alternative Water Treatment Facility locations and related surface water pipes.
2. Updated the existing water main locations to match the current City water map.
3. Loop #1
    a. Revised to reflect the Bowers Drive water main as a lateral main rather than a trunk facility.
    b. Added a loop along Puma Street and Alpine Drive.
    c. Added a water main on Riverdale Drive, west of Armstrong Boulevard to complete the loop in that area.
    d. Removed the small loop east of Armstrong Boulevard on 142nd Avenue.
    e. Revised the segment east of Armstrong Boulevard, on Riverdale Drive, from proposed to existing.
4. Loop #4 was revised to connect from one existing 12" main to another. The southern existing 12" pipe appears to have been installed since the 2012 report.

5. Loop #6 was added to the map. This is proposed work to be completed next summer.

We have included a table depicting the costs of the improvements in the areas described at the back of this report.

2. Water Supply Wells and Storage

Development projections from 2012 indicated a new water supply capacity would be required by 2019. With the updated development data, new water supply is now projected to be required by 2022.

Construction of new wells in 2023 and 2028 will provide adequate capacity to the year 2040 based upon projected growth rates.

In order to determine a viable location for a new well, and potential for additional water supply options utilizing groundwater sources, a well location study should be undertaken beginning in 2017.

The following capital costs, presented in 2017 dollars, should be expected for the water system:

- A new water supply well and pumphouse in 2023 at $1,500,000,
- A new water supply well and pumphouse in 2028 at $1,500,000, and
- Water tower rehabilitation in 2030 at $2,000,000.

Additionally, $100,000 per year for the years 2021 through 2028 should be allocated for well service and pump maintenance.

Water tower 3 is anticipated to need rehabilitation in approximately 2030. Approximately $2,000,000 will be required for this work.

3. Water Treatment Facility

In the 2012 report, a water treatment facility was identified as a means of water supply. This was intended to be a surface water treatment facility that drew raw water from the Mississippi River. Based on current discussions with regulatory agencies, there is the potential to provide more water to the system through the addition of wells. In the 2017 report, the treatment facility was removed.

A new treatment facility was added to the 2017 report to provide greater water quality than exists from the untreated well water current used in the City. The construction of the facility will depend on several factors, including: needs of business and industrial users, and acceptability of the water by residents of the community. The water treatment facility is depicted as being constructed in 2027 and 2028 at a cost of $24,000,000. The actual timing of the construction of the facility is undetermined at this time.

C. TRUNK WATER MAIN COSTS

Attached are updated cost estimates related to the water distribution system improvements, totaling $6,574,097. These costs include 25% indirect costs such as administration, engineering, legal and financing. Additionally, we have included a 20% contingency for unforeseen improvements which may be required during the study period, for a total cost of $7,888,916 in 2017 dollars.

The City's current Capital Improvement Plan was used to determine expenditures for the years 2017 to 2020. For the years 2021 to 2040, the above costs were spread evenly over the 20 year period, while being inflated at a rate of 3% per year.

D. DEVELOPMENTAL IMPACT ON COMPREHENSIVE WATER PLAN

Population and Growth

Actual and projected development within the City of Ramsey since the 2012 Comprehensive Water Plan was developed are summarized as follows:

- Connections from 2012-2015 are as follows:
  - 2012: 295
  - 2013: 164
  - 2014: 66
  - 2015: 258
  - Avg: 196
- Projected development is as follows:
  - 160 Residential Units/Year, (50% High Density)
  - 10 Commercial/Industrial Acres/Year
  - 567 Residential Units in NE Expansion Area

The development projections above are projected to occur from 2016 to 2040. The total projected number of new units to be served by the water system, after a high density unit adjustment of 0.7 per high density unit, is 3831 units. This represents an average of 160 units per year will be developed. The attached Table 1 provides a summary of both the 2012 comprehensive Water Plan population and water demand projected, and the updated projections based on new development information.

E. ANALYSIS

Our detailed analysis (depicted on a spreadsheet at the back of this report) provides an evaluation of the impact of development and proposed improvements on the current rate structure. The following assumptions were made for the analysis:

- Capital expenditures for 2017 to 2020 were taken from the City's current Capital Improvement Plan.
- Capital expenditures for the years 2021 to 2040 were based on assumptions described in Sections B and C above.
- Operating expenses of $836,662 were used for 2017 and then inflated at a rate of 4% per year for the duration of the analysis period.
- Treatment facility operating expenses were assumed to begin in 2029 at an annual rate of $1,000,000 per year and then inflated at 3% per year each year after 2029.
- Water usage rates of $2.57/1,000 gallons for 2017 were used and then inflated at a rate of 2% per year after 2017.
- Water Availability Charges of $1,236 were used for 2017 and then inflated at a rate of 2.5% per year after 2017.
- Trunk charges of $1,720 were used for 2017 and then inflated at a rate of 2.5% per year after 2017.

Table 1
Population and Water Demand Projections
Ramsey, Minnesota
9/15/2017 - Updated 10/19/2020

2012 Comprehensive Water Plan

Year	2012	2016	2020	2025	2030	2035	2040
Service Area Population	11,434	14,961	18,669	22,519	26,029		
New Residential Customer Accounts	260	323	323	260	260		
People/Household	2.87	2.87	2.7	2.7	2.7		
Added Population	746	927	872	702	702		
End of Year Service Area Population	12,180	15,888	19,541	23,221	26,731		
Average Daily Water Demand (gpd)	1,827,030	2,383,236	2,931,206	3,483,221	4,009,721		
Maximum Day Water Demand (gpd)	5,481,090	7,149,708	8,793,617	10,449,662	12,029,162		

Update

Year	2012	2016	2020	2025	2030	2035	2040
Service Area Population	11,434	13,681	15,409	17,569	19,729	21,889	24,049
New Residential Customer Accounts	295	160	160	160	160	160	160
People/Household	2.87	2.70	2.70	2.70	2.70	2.70	2.70
Added Population	847	432	432	432	432	432	432
End of Year Service Area Population	12,281	14,113	15,841	18,001	20,161	22,321	24,481
End of Year Unserviced Population		12,138	11,709		13,189		14,669
End of Year City Population		26,251	27,550		33,350		39,150
Average Daily Water Demand	1,842,098	2,116,982	2,376,182	2,700,182	3,024,182	3,348,182	3,672,182
Maximum Day Water Demand	5,526,293	6,350,945	7,128,545	8,100,545	9,072,545	10,044,545	11,016,545

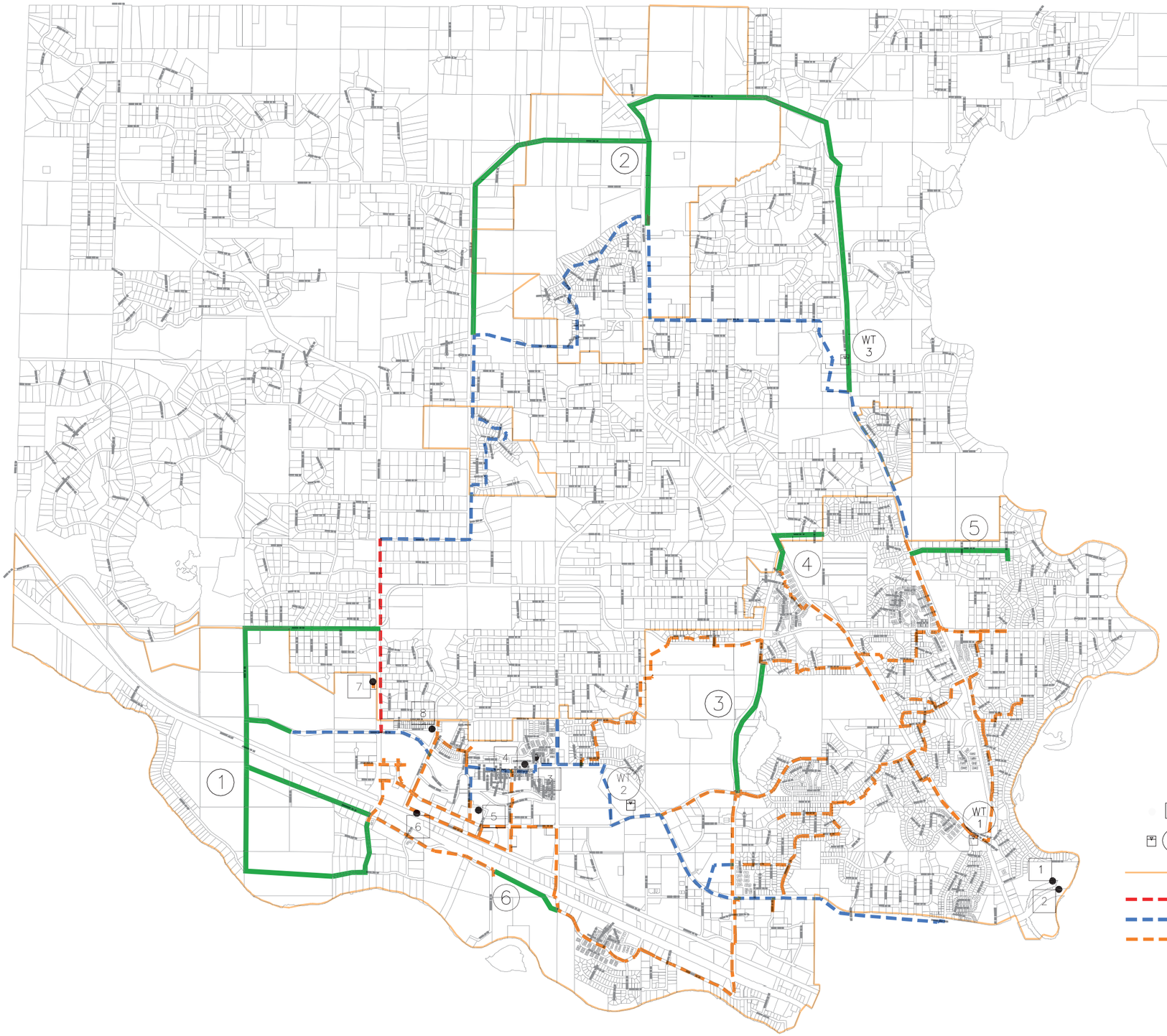
2040 MUSA - Water System Loop Improvements (2021-2040)

Loop	LOCATION	SIZE (IN.)	LENGTH (FT.)	COST PER FOOT*	COST
1	Southwest Loop	12"	19,000	$124	$2,352,313
		3,000 LF Constructed in 2017			
				TOTAL LOOP 1	**$2,352,313**
2	North Central Loop	12"	28,000	$124	$3,466,567
				TOTAL LOOP 2	**$3,466,567**
3	County Road 57	12"	4,100	**INCLUDED IN YEAR 2020 OF CIP**	
4	CSAH 5/157TH AVE NW	12"	2,700	$124	$334,276
				TOTAL LOOP 4	**$334,276**
5	158TH LANE NW	12"	3,400	$124	$420,940
				TOTAL LOOP 5	**$420,940**
6	RIVERDALE BOULEVARD	12"	2,300	**INCLUDED IN YEAR 2017 OF CIP**	
				SUB-TOTAL	**$6,574,097**
				20% CONTINGENCIES FOR UNFORSEEN IMPROVEMENTS	**$1,314,819**
				TOTAL IMPROVEMENT COSTS	**$7,888,916**
				AVERAGE YEAR FOR 20 YEARS (2017 DOLLARS)	**$394,446**
				INFLATED AT 3% PER YEAR TO YEAR 2021	**$443,952**

* INCLUDES 25% INDIRECT COST

Table 2
Water Utility Rate Impact Summary
City of Ramsey, Minnesota
9/15/2017

	Actual 2016	Projected / Actual 2017	Projected 2018	Projected 2019	Projected 2020	Projected 2021	Projected 2022	Projected 2023	Projected 2024	Projected 2025	Projected 2026	Projected 2027	Projected 2028	Projected 2029	Projected 2030	Projected 2035	Projected 2040
Beginning Balance		**$ 18,440,114**	**$ 18,249,021**	**$ 17,702,048**	**$ 19,553,332**	**$ 20,635,777**	**$ 22,190,135**	**$ 23,779,713**	**$ 23,704,661**	**$ 25,339,597**	**$ 27,009,720**	**$ 28,876,172**	**$ 18,784,291**	**$ 6,426,591**	**$ 7,126,392**	**$ 7,072,941**	**$ 9,587,285**
Water System Revenue																	
New Customers		160	160	160	160	160	160	160	160	160	160	160	160	160	160	160	160
Annual Water Sales (gallons/year)		994,500,000	1,006,500,000	1,018,500,000	1,030,500,000	1,042,500,000	1,054,500,000	1,066,500,000	1,078,500,000	1,090,500,000	1,102,500,000	1,114,500,000	1,126,500,000	1,138,500,000	1,150,500,000	1,210,500,000	1,270,500,000
Water Rates ($/1000 gallons) (Inflated at 2% per year)		**$ 2.57**	2.62	2.67	2.73	2.78	2.84	2.89	2.95	3.01	3.07	3.13	3.20	3.26	3.32	3.67	4.05
Water Availability Charge (WAC) ($/connection) (Inflated at 2.5% per year)		**$ 1,236**	$ 1,267	$ 1,299	$ 1,331	$ 1,364	$ 1,398	$ 1,433	$ 1,469	$ 1,506	$ 1,544	$ 1,582	$ 1,622	$ 1,662	$ 1,704	$ 1,928	$ 2,181
Connection/Trunk Charge ($/connection) (Inflated at 2.5% per year)		**$ 1,720**	$ 1,763	$ 1,807	$ 1,852	$ 1,899	$ 1,946	$ 1,995	$ 2,045	$ 2,096	$ 2,148	$ 2,202	$ 2,257	$ 2,313	$ 2,371	$ 2,683	$ 3,035
Water Rate Revenue (Inflated at 2.5% per year)		$ 2,087,443	$ 2,139,629	$ 2,193,120	$ 2,247,948	$ 2,304,146	$ 2,361,750	$ 2,420,794	$ 2,481,314	$ 2,543,347	$ 2,606,930	$ 2,672,104	$ 2,738,906	$ 2,807,379	$ 2,877,563	$ 3,255,699	$ 3,683,524
WAC Revenue		$ 197,760	$ 202,704	$ 207,772	$ 212,966	$ 218,290	$ 223,747	$ 229,341	$ 235,074	$ 240,951	$ 246,975	$ 253,150	$ 259,478	$ 265,965	$ 272,614	$ 308,438	$ 348,969
Trunk Revenue		$ 290,575	$ 294,230	$ 297,976	$ 301,816	$ 305,752	$ 309,787	$ 313,922	$ 318,161	$ 322,506	$ 343,687	$ 352,279	$ 361,086	$ 370,113	$ 379,366	$ 429,218	$ 485,621
Interest Earnings		$ 184,401	$ 273,735	$ 265,531	$ 293,300	$ 309,537	$ 332,852	$ 356,696	$ 355,570	$ 380,094	$ 405,146	$ 433,143	$ 281,764	$ 96,399	$ 106,896	$ 106,094	$ 143,809
Total Water System Revenue		$ 2,760,179	$ 2,910,298	$ 2,964,398	$ 3,056,030	$ 3,137,726	$ 3,228,136	$ 3,320,753	$ 3,390,119	$ 3,486,897	$ 3,602,738	$ 3,710,675	$ 3,641,235	$ 3,539,856	$ 3,636,440	$ 4,099,449	$ 4,661,924
Water Utility Expenses - Capital Improvement Projects																	
Miscellaneous Projects																	
Fire Station #1 Extension of Water					$ 55,000												
County Radio Station (3 -Year Funding)		$ 1,700															
Public Works Campus			$ 1,715,750														
3/4 Ton Truck				$ 43,000													
Utility Truck		$ 25,000	$ 23,500														
Water Supply & Treatment Improvements																	
Renovate Pump House #3			$ 60,000														
Construct Well & Pumphouse #9					$ 75,000			$ 1,700,000									
Well #1 Rehabilitation		$ 38,000	$ 41,000	$ 44,000	$ 47,000												
Emergency Supply for Well #3		$ 115,000															
Well Location Study		$ 75,000															
Water Treatment Facility - 10 MGD Groundwater												$ 12,000,000	$ 12,000,000				
Water Storage Improvements																	
Refurbish Water Tower #1		$ 1,300,000															
Refurbish Water Tower #2			$ 700,000														
Maintain Water Tower #3				$ 75,000													
Distribution System Improvements																	
River Pines Lift Station Water Connection					$ 20,000												
Distribution System Maintenance Improvements																	
Watermain Looping Bunker Lake Blvd.					$ 340,000												
Watermain Looping Sunfish Lake Blvd.					$ 450,000												
Watermain Looping Ramsey Blvd to Traprock		$ 129,250															
Watermain Bunker Lake Boulevard - Business Park		$ 162,842															
Watermain Puma Street - Business Park		$ 220,226															
2021 through 2040 Projected Improvements																	
Distribution System						$ 443,952	$ 457,271	$ 470,989	$ 485,118	$ 499,672	$ 514,662	$ 530,102	$ 546,005	$ 562,385	$ 579,257	$ 671,517	$ 778,473
Construct Well & Pumphouse #10													$ 2,138,641				
Storage Tower 3 Rehabilitation															$ 3,025,179		
Well Service and Pump Maintenance (8 wells)						$ 115,927	$ 119,405	$ 122,987	$ 126,677	$ 130,477	$ 134,391	$ 138,423	$ 142,576				
Subtotal- Capital Expenses		**$ 2,067,018**	**$ 2,540,250**	**$ 162,000**	**$ 987,000**	**$ 559,879**	**$ 576,675**	**$ 2,293,976**	**$ 611,795**	**$ 630,149**	**$ 649,053**	**$ 12,668,525**	**$ 14,827,222**	**$ 562,385**	**$ 3,604,436**	**$ 671,517**	**$ 778,473**
Operational Expenses																	
Operating Expense- Distribution and Administration (Inflated at 4% per year)		$ 836,662	$ 870,128	$ 904,934	$ 941,131	$ 978,776	$ 1,017,927	$ 1,058,644	$ 1,100,990	$ 1,145,030	$ 1,190,831	$ 1,238,464	$ 1,288,003	$ 1,339,523	$ 1,393,104	$ 1,694,924	$ 2,062,134
Operating Expense- Treatment (Inflated at 3% per year)														$ 1,000,000	$ 1,030,000	$ 1,194,052	$ 1,384,234
Subtotal- Operating Expense		$ 836,662	$ 870,128	$ 904,934	$ 941,131	$ 978,776	$ 1,017,927	$ 1,058,644	$ 1,100,990	$ 1,145,030	$ 1,190,831	$ 1,238,464	$ 1,288,003	$ 2,339,523	$ 2,423,104	$ 2,888,976	$ 3,446,368
Total Annual Expenses		**$ 2,903,680**	**$ 3,410,378**	**$ 1,066,934**	**$ 1,928,131**	**$ 1,538,655**	**$ 1,594,603**	**$ 3,352,620**	**$ 1,712,785**	**$ 1,775,178**	**$ 1,839,884**	**$ 13,906,989**	**$ 16,115,224**	**$ 2,901,908**	**$ 6,027,539**	**$ 3,560,493**	**$ 4,224,840**
Finance Adjustments																	
Trunk Charges Returend per John Peterson's agreement (thru 2025)		$ (144,375)	$ (144,375)	$ (144,375)	$ (144,375)	$ (144,375)	$ (144,375)	$ (144,375)	$ (144,375)	$ (144,375)							
PW Land/Building - Internal Loan 2009-2028 @2%		$ 34,930	$ 35,629	$ 36,341	$ 37,068	$ 37,810	$ 38,566	$ 39,337	$ 40,124	$ 40,926	$ 41,745	$ 42,580	$ 54,436				
Internal Loan to offset Muni Center Debt beginning year 2011-2030@2%		$ 61,853	$ 61,853	$ 61,853	$ 61,853	$ 61,853	$ 61,853	$ 61,853	$ 61,853	$ 61,853	$ 61,853	$ 61,853	$ 61,853	$ 61,853	$ 61,853		
Internal Loan for RTC Land Purchase- 10 yr@2% when land sold																	
Net Finance Adjustments		$ (47,592)	$ (46,893)	$ (46,181)	$ (45,454)	$ (44,712)	$ (43,956)	$ (43,185)	$ (42,398)	$ (41,596)	$ 103,598	$ 104,433	$ 116,289	$ 61,853	$ 61,853		
Water System Working Capital Balance																	
Total Annual Expenses		$ 2,903,680	$ 3,410,378	$ 1,066,934	$ 1,928,131	$ 1,538,655	$ 1,594,603	$ 3,352,620	$ 1,712,785	$ 1,775,178	$ 1,839,884	$ 13,906,989	$ 16,115,224	$ 2,901,908	$ 6,027,539	$ 3,560,493	$ 4,224,840
Total System revenue		$ 2,712,587	$ 2,863,405	$ 2,918,217	$ 3,010,576	$ 3,093,014	$ 3,184,180	$ 3,277,568	$ 3,347,721	$ 3,445,301	$ 3,706,336	$ 3,815,108	$ 3,757,524	$ 3,601,709	$ 3,698,293	$ 4,099,449	$ 4,661,924
Net Income (loss)		$ (191,093)	$ (546,973)	$ 1,851,284	$ 1,082,445	$ 1,554,358	$ 1,589,578	$ (75,052)	$ 1,634,936	$ 1,670,123	$ 1,866,452	$ (10,091,881)	$ (12,357,700)	$ 699,801	$ (2,329,247)	$ 538,956	$ 437,084
Beginning Water Working Capital Balance		$ 18,440,114	$ 18,249,021	$ 17,702,048	$ 19,553,332	$ 20,635,777	$ 22,190,135	$ 23,779,713	$ 23,704,661	$ 25,339,597	$ 27,009,720	$ 28,876,172	$ 18,784,291	$ 6,426,591	$ 7,126,392	$ 7,072,941	$ 9,587,285
Remaining Working Capital Balance	**$ 18,440,114**	**$ 18,249,021**	**$ 17,702,048**	**$ 19,553,332**	**$ 20,635,777**	**$ 22,190,135**	**$ 23,779,713**	**$ 23,704,661**	**$ 25,339,597**	**$ 27,009,720**	**$ 28,876,172**	**$ 18,784,291**	**$ 6,426,591**	**$ 7,126,392**	**$ 4,797,145**	**$ 7,611,896**	**$ 10,024,369**



CITY OF RAMSEY
MINNESOTA

FIGURE 1

PROPOSED WATER SYSTEM IMPROVEMENTS
COMPREHENSIVE WATER PLAN
SEPTEMBER 2017

0 1000 2000
SCALE FEET

LEGEND

- # — EXISTING WELL
- WT 2 — WATER TOWER
- SERVICE AREA BOUNDARIES
- EXISTING 24" TRUNK MAIN
- EXISTING 16" TRUNK MAIN
- EXISTING 12" TRUNK MAIN
- 12" PROPOSED WATERMAIN

LOOP	LOCATION
1	SOUTHWEST LOOP
2	NORTH CENTRAL LOOP
3	COUNTY ROAD 57
4	CSAH 5/157th AVE NW
5	158th LANE NW
6	RIVERDALE BOULEVARD

NOTE:
The information for this map was obtained from various sources of existing maps, construction plans, and City records, some of which were prepared by others. While this information is believed to be reliable Bolton & Menk, Inc. is not respon- sible for its accuracy nor for errors or omissions which may have been incorporated into this document as a result.

BOLTON & MENK
7533 SUNWOOD DR NW, SUITE 206
RAMSEY, MINNESOTA 55303
Phone: (763) 433-2851
Email: Ramsey@bolton-menk.com
www.bolton-menk.com

© Bolton & Menk, Inc. 2016. All Rights Reserved
H:\RAMS\R16110056\CAD\2040 Proposed Water Treatment - 2016 Update.dwg 10/19/16 12:19 pm

Submittal to DNR and Metropolitan Council Incorporating DNR comments

City of Ramsey Local Water Supply Plan
Third Generation for 2016-2018

Formerly called Water Emergency & Water Conservation Plan



Cover photo by Molly Shodeen



Copyright 2015 State of Minnesota, Department of Natural Resources

This information is available in an alternative format upon request.
Equal opportunity to participate in and benefit from programs of the Minnesota Department of Natural Resources is available to all individuals regardless of race, color, creed, religion, national origin, sex, marital status, public assistance status, age, sexual orientation, disability or activity on behalf of a local human rights commission. Discrimination inquiries should be sent to Minnesota DNR, 500 Lafayette Road, St. Paul, MN 55155-4049; or the Equal Opportunity Office, Department of the Interior, Washington, DC 20240.

Table of contents

INTRODUCTION TO WATER SUPPLY PLANS (WSP) 6

Who needs to complete a Water Supply Plan 6

Groundwater Management Areas (GWMA) 6

Benefits of completing a WSP 6

WSP Approval Process 7

PART 1. WATER SUPPLY SYSTEM DESCRIPTION AND EVALUATION 10

A. Analysis of Water Demand 10

B. Treatment and Storage Capacity 12

Treatment and storage capacity versus demand 14

C. Water Sources 14

Limits on Emergency Interconnections 14

D. Future Demand Projections – *Key Metropolitan Council Benchmark* 15

Water Use Trends 15

Projection Method 18

E. Resource Sustainability 18

Monitoring – *Key DNR Benchmark* 18

Water Level Data 20

Potential Water Supply Issues & Natural Resource Impacts – *Key DNR & Metropolitan Council Benchmark* 21

Wellhead Protection (WHP) and Surface Water Protection (SWP) Plans 24

F. Capital Improvement Plan (CIP) 25

Adequacy of Water Supply System 25

Proposed Future Water Sources 26

Water Source Alternatives - *Key Metropolitan Council Benchmark* 26

Part 2. Emergency Preparedness Procedures 28

A. Federal Emergency Response Plan 28
B. Operational Contingency Plan 28
C. Emergency Response Procedures 28
Emergency Telephone List 29
Current Water Sources and Service Area 29
Procedure for Augmenting Water Supplies 29
Allocation and Demand Reduction Procedures 31
Notification Procedures 33
Enforcement 34
PART 3. WATER CONSERVATION PLAN 35
Progress since 2006 36
A. Triggers for Allocation and Demand Reduction Actions 37
B. Conservation Objectives and Strategies – *Key benchmark for DNR* 38
Objective 1: Reduce Unaccounted (Non-Revenue) Water loss to Less than 10% 38
Objective 2: Achieve Less than 75 Residential Gallons per Capita Demand (GPCD) 40
Objective 3: Achieve at least a 1.5% per year water reduction for Institutional, Industrial, Commercial, and Agricultural GPCD over the next 10 years or a 15% reduction in ten years. 41
Objective 4: Achieve a Decreasing Trend in Total Per Capita Demand 42
Objective 5: Reduce Peak Day Demand so that the Ratio of Average Maximum day to the Average Day is less than 2.6 42
Objective 6: Implement a Conservation Water Rate Structure and/or a Uniform Rate Structure with a Water Conservation Program 43
Objective 7: Additional strategies to Reduce Water Use and Support Wellhead Protection Planning 45
Objective 8: Tracking Success: How will you track or measure success through the next ten years? 46
A. Regulation 46
B. Retrofitting Programs 47
Retrofitting Programs 48

C. Education and Information Programs 48
Proposed Education Programs 48
Part 4. ITEMS FOR METROPOLITAN AREA COMMUNITIES 52
A. Water Demand Projections through 2040 52
B. Potential Water Supply Issues 52
C. Proposed Alternative Approaches to Meet Extended Water Demand Projections 52
D. Value-Added Water Supply Planning Efforts (Optional) 53
Source Water Protection Strategies 53
Technical assistance 53
GLOSSARY 54
Acronyms and Initialisms 56
APPENDICES TO BE SUBMITTED BY THE WATER SUPPLIER 58
Appendix 1: Well Records and Maintenance Summaries 59
Appendix 2: Water Level Monitoring Plan – see Part 1E 61
Appendix 3: Water Level Graphs for Each Water Supply Well 64
Appendix 4: Capital Improvement Plan 71
Appendix 5: Emergency Telephone List 82
Appendix 6: Cooperative Agreements for Emergency Services 85
Appendix 7: Municipal Critical Water Deficiency Ordinance 90
Appendix 8: Graph Showing Annual Per Capita Water Demand for Each Customer Category During the Last 10 Years 93
Appendix 9: Water Rate Structure 94
Appendix 10: Adopted or Proposed Regulations to Reduce Demand or Improve Water Efficiency 95
Appendix 11: Implementation Checklist – Summary All the Actions That A Community Is Doing or Proposes To Do, Including Estimated Implementation Dates 97

DEPARTMENT OF NATURAL RESOURCES – DIVISION OF ECOLOGICAL AND WATER RESOURCES AND METROPOLITAN COUNCIL

INTRODUCTION TO WATER SUPPLY PLANS (WSP)

Who needs to complete a Water Supply Plan

Public water suppliers serving more than 1,000 people, large private water suppliers in designated Groundwater Management Areas, and all water suppliers in the Twin Cities metropolitan area are required to prepare and submit a water supply plan.
The goal of the WSP is to help water suppliers: 1) implement long term water sustainability and conservation measures; and 2) develop critical emergency preparedness measures. Your community needs to know what measures will be implemented in case of a water crisis. A lot of emergencies can be avoided or mitigated if long term sustainability measures are implemented.

Groundwater Management Areas (GWMA)

The DNR has designated three areas of the state as Groundwater Management Areas (GWMAs) to focus groundwater management efforts in specific geographies where there is an added risk of overuse or water quality degradation. A plan directing the DNRs actions within each GWMA has been prepared. Although there are no specific additional requirements with respect to the water supply planning for communities within designated GWMAs, communities should be aware of the issues and actions planned if they are within the boundary of one of the GWMAs. The three GWMAs are the North and East Metro GWMA (Twin Cities Metro), the Bonanza Valley GWMA and the Straight River GWMA (near Park Rapids). Additional information and maps are included in the DNR webpage at http://www.dnr.state.mn.us/gwmp/areas.html

Benefits of completing a WSP

Completing a WSP using this template, fulfills a water supplier's statutory obligations under M.S. M.S.103G.291 to complete a water supply plan. For water suppliers in the metropolitan area, the WSP will help local governmental units to fulfill their requirements under M.S. 473.859 to complete a local comprehensive plan. Additional benefits of completing WSP template:

- The standardized format allows for quicker and easier review and approval.
- Help water suppliers prepare for droughts and water emergencies.
- Create eligibility for funding requests to the Minnesota Department of Health (MDH) for the Drinking Water Revolving Fund.
- Allow water suppliers to submit requests for new wells or expanded capacity of existing wells.
- Simplify the development of county comprehensive water plans and watershed plans.

- Fulfill the contingency plan provisions required in the MDH wellhead protection and surface water protection plans.
- Fulfill the demand reduction requirements of Minnesota Statutes, section 103G.291 subd 3 and 4.
- Upon implementation, contribute to maintaining aquifer levels, reducing potential well interference and water use conflicts, and reducing the need to drill new wells or expand system capacity.
- Enable DNR to compile and analyze water use and conservation data to help guide decisions.
- Conserve Minnesota's water resources

If your community needs assistance completing the Water Supply Plan, assistance is available from your area hydrologist or groundwater specialist, the MN Rural Waters Association circuit rider program, or in the metropolitan area from Metropolitan Council staff. Many private consultants are also available.

WSP Approval Process

10 Basic Steps for completing a 10-Year Water Supply Plan

1. Download the DNR/Metropolitan Council Water Supply Plan Template www.mndnr.gov/watersupplyplans
2. Save the document with a file name with this naming convention: WSP_cityname_permitnumber_date.doc.
3. The template is a form that should be completed electronically.
4. Compile the required water use data (Part 1) and emergency procedures information (Part 2)
5. The Water Conservation section (Part 3) may need discussion with the water department, council, or planning commission, if your community does not already have an active water conservation program.
6. Communities in the seven-county Twin Cities metropolitan area should complete all the information discussed in Part 4. The Metropolitan Council has additional guidance information on their webpage http://www.metrocouncil.org/Handbook/Plan-Elements/Water-Resources/Water-Supply.aspx. All out-state water suppliers do *not* need to complete the content addressed in Part 4.
7. Use the Plan instructions and Checklist document to insure all data is complete and attachments are included. This will allow for a quicker approval process. www.mndnr.gov/watersupplyplans
8. Plans should be submitted electronically – no paper documents are required. https://webapps11.dnr.state.mn.us/mpars/public/authentication/login

9. DNR hydrologist will review plans (in cooperation with Metropolitan Council in Metro area) and approve the plan or make recommendations.
10. Once approved, communities should complete a Certification of Adoption form, and send a copy to the DNR.

Complete Table 1 with information about the public water supply system covered by this WSP.

Table 1. General information regarding this WSP

Requested Information	Description
DNR Water Appropriation Permit Number(s)	**1985-6005**
Ownership	☒ Public or ☐ Private
Metropolitan Council Area	☒ Yes or ☐ No (and county name)
Street Address	**7550 Sunwood Drive, NW**
City, State, Zip	**Ramsey, MN 55303**
Contact Person Name	**John Nelson**
Title	**Utilities Supervisor**
Phone Number	763 286-0296
MDH Supplier Classification	Municipal

PART 1. WATER SUPPLY SYSTEM DESCRIPTION AND EVALUATION

The first step in any water supply analysis is to assess the current status of demand and availability. Information summarized in Part 1 can be used to develop Emergency Preparedness Procedures (Part 2) and the Water Conservation Plan (Part 3). This data is also needed to track progress for water efficiency measures.

A. Analysis of Water Demand

Complete Table 2 showing the past 10 years of water demand data.

- Some of this information may be in your Wellhead Protection Plan.
- If you do not have this information, do your best, call your engineer for assistance or if necessary leave blank.

If your customer categories are different than the ones listed in Table 2, please describe the differences below:

Wholesale deliveries are not part of Ramsey Water Demand

Table 2. Historic water demand (see definitions in the glossary after Part 4 of this template)

Year	Pop. Served	Total Connections	Residential Water Delivered (MG)	C/I/I Water Delivered (MG)	Water used for Non-essential	Wholesale Deliveries (MG)	Total Water Delivered (MG)	Total Water Pumped (MG)	Water Supplier Services	Percent Unmetered/ Unaccounted	Average Daily Demand (MGD)	Max. Daily Demand (MGD)	Date of Max. Demand	Residential Per Capita Demand (GPCD)	Total per capita Demand (GPCD)
2005	8,717	3307	327	200	20	N/A	542	576	N/A	8.50%	1.58	5.2	Jul-15	103	170
2006	9,263	3544	392	249	21	N/A	661	686	N/A	6.62%	1.88	5.6	Jul-10	116	196
2007	9,702	3720	424	244	35	N/A	704	705	N/A	5.23%	1.93	5.2	Jul-30	120	199
2008	10,101	3776	370	255	35	N/A	625	627	N/A	0.30%	1.72	5.2	Jul-06	100	170
2009	10,540	3820	397	226	30	N/A	623	640	N/A	2.70%	1.75	4.6	Jun-04	103	162
2010	11,669	3879	375	217	28	N/A	620	628	N/A	5.70%	1.72	4.1	Jul-06	88	146
2011	11,807	3901	353	205	20	N/A	577	590	N/A	5.42%	1.62	4.6	Jul-10	82	134
2012	11,987	3957	418	233	28	N/A	680	690	N/A	5.65%	1.89	5.5	Jul-25	96	155
2013	12,838	4050	386	213	18	N/A	617	620	N/A	3.34%	1.70	5.0	Aug-26	82	132
2014	13,535	4110	343	224	20	N/A	552	588	N/A	3.52%	1.61	4.6	Jul-23	69	112
2015	13,774	4186	360	231	22	N/A	613	661	N/A	10.63%	1.81	4.5	Aug-05	72	122
Avg. 2010-2015	12,602	4,014	373	221	23		610	629		5.71%	1.72	4.7		81	131

MG – Million Gallons **MGD –** Million Gallons per Day **GPCD** – Gallons per Capita per Day

See Glossary for definitions

Table 3. Historic water demand (see definitions in the glossary after Part 4 of this template)

Complete Table 3 by listing the top 10 water users by volume, from largest to smallest. For each user, include information about the category of use (residential, commercial, industrial, institutional, or wholesale), the amount of water used in gallons per year, the percent of total water delivered, and the status of water conservation measures.

Table 3. Large volume users

Customer Rank	Name	Use Category (Residential, Industrial, Commercial, Institutional, Wholesale)	Amount Used (Gallons per Year)	Percent of Total Annual Water Delivered	Implementing Water Conservation Measures? (Yes/No/Unknown)
1	City, Buildings and Park Irrigation	IRRIGATION	26,163,000	5.39	YES
2	Vision Ease Lens, Inc.	INDUSTRIAL	23,634,000	4.87	YES
3	Alpine Acres	IRRIGATION	12,518,000	2.58	UNKNOWN
4	Oak Terrace Park Properties	RESIDENTIAL	7,669,000	1.58	UNKNOWN
5	Cove at Mississippi	IRRIGATION	6,494,000	1.34	UNKNOWN
6	Holiday Companies #395 Ramsey Blvd	COMMERCIAL	5,076,000	1.05	UNKNOWN
7	Life Fitness	INDUSTRIAL	4,696,000	0.97	YES
8	Holiday Station Stores #323 TH 47	COMMERCIAL	4,351,000	0.90	UNKNOWN
9	Comfort Suites	COMMERCIAL	4,170,000	0.86	YES
10	Sauter & Sons, Inc.	INDUSTRIAL	4,109,000	0.85	UNKNOWN

B. Treatment and Storage Capacity

Complete Table 4 with a description of where water is treated, the year treatment facilities were constructed, water treatment capacity, the treatment methods (i.e. chemical addition, reverse osmosis, coagulation, sedimentation, etc.) and treatment types used (i.e. fluoridation, softening, chlorination, Fe/MN removal, coagulation, etc.). Also describe the annual amount and method of disposal of treatment residuals. Add rows to the table as needed.

Table 4. Water treatment capacity and treatment processes

Treatment Site ID (Plant Name or Well ID)	Year Constructed	Treatment Capacity (GPD)	Treatment Method	Treatment Type	Annual Amount of Residuals	Disposal Process for Residuals	Do You Reclaim Filter Backwash Water?
Pump House 1 Wells 1 & 2	**1989**	**1,368,000**	**Chemical addition**	**Chlorination, fluoridation, Ortho Polyphosphate C5**	**N/A**	**N/A**	**N/A**
Pump House 2 Well 3	**1997**	**2,304,000**	**Chemical addition**	**Chlorination, fluoridation, Ortho Polyphosphate C5**	**N/A**	**N/A**	**N/A**
Well 4 added to Pump house 2	**1998**	**1,224,000**	**Chemical addition**	**Chlorination, fluoridation, Ortho Polyphosphate C5**	**N/A**	**N/A**	**N/A**
Pump House 3 Well 5	**2000**	**1,224,000**	**Chemical addition**	**Chlorination, fluoridation, Ortho Polyphosphate C5**	**N/A**	**N/A**	**N/A**
Well 6 added to Pump House 3	**2005**	**1,296,000**					**N/A**
Pump House 4 Wells 7 & 8	**2007**	**3,528,000**	**Chemical addition**	**Chlorination, fluoridation, Ortho Polyphosphate C5**	**N/A**	**N/A**	**N/A**
Total	**NA**	**10,944,000**	**NA**	**NA**		**NA**	

Complete Table 5 with information about storage structures. Describe the type (i.e. elevated, ground, etc.), the storage capacity of each type of structure, the year each structure was constructed, and the primary material for each structure. Add rows to the table as needed.

Table 5. Storage capacity, as of the end of the last calendar year

Structure Name	Type of Storage Structure	Year Constructed	Primary Material	Storage Capacity (Gallons)
1	Elevated storage	1989	Steel	500,000
2	Elevated storage	2000	Steel	1,500,000
3	Elevated storage	2010	Steel	2,000,000
Total	NA	NA	NA	4,000,000

Treatment and storage capacity versus demand

It is recommended that total storage equal or exceed the average daily demand.

Discuss the difference between current storage and treatment capacity versus the water supplier's projected average water demand over the next 10 years (see Table 7 for projected water demand):

The current treatment capacity is 11 MGD and storage is 4 MGD. Average day demand is projected to increase from 1.81 MGD in 2015 to 2.38 MGD in 2025. The additional 0.57 MGD of demand is within the system's storage and treatment capacity based on Ten States Standards recommendation 7.0.1 that total storage shall equal the average daily consumption.

C. Water Sources

Complete Table 6 by listing all types of water sources that supply water to the system, including groundwater, surface water, interconnections with other water suppliers, or others. Provide the name of each source (aquifer name, river or lake name, name of interconnecting water supplier) and the Minnesota unique well number or intake ID, as appropriate. Report the year the source was installed or established and the current capacity. Provide information about the depth of all wells. Describe the status of the source (active, inactive, emergency only, retail/wholesale interconnection) and if the source facilities have a dedicated emergency power source. Add rows to the table as needed for each installation.
Include copies of well records and maintenance summary for each well that has occurred since your last approved plan in **Appendix 1.**

Table 6. Water sources and status

Resource Type (Groundwater, Surface water, Interconnection)	Resource Name	MN Unique Well # or Intake ID	Year Installed	Capacity (Gallons per Minute)	Well Depth (Feet)	Status of Normal and Emergency Operations (active, inactive, emergency only, retail/wholesale interconnection))	Does this Source have a Dedicated Emergency Power Source? (Yes or No)
Groundwater	Well #1	161441	1984	700	320	Active	No
Groundwater	Well #2	416183	1987	220	320	Active	No
Groundwater	Well #3	580303	1997	1450	345	Active	No
Groundwater	Well #4	580313	1998	850	321	Active	No
Groundwater	Well #5	593672	2000	850	316	Active	Yes
Groundwater	Well #6	706840	2005	900	390	Active	No
Groundwater	Well #7	743832	2007	850	332	Active	No
Groundwater	Well #8	743833	2007	1400	354	Active	No

Limits on Emergency Interconnections

Discuss any limitations on the use of the water sources (e.g. not to be operated simultaneously, limitations due to blending, aquifer recovery issues etc.) and the use of interconnections,

including capacity limits or timing constraints (i.e. only 200 gallons per minute are available from the City of Prior Lake, and it is estimated to take 6 hours to establish the emergency connection). If there are no limitations, list none.

Well 2 is used to meet seasonal peak demands only. The City has two (2) interconnections with Anoka, one is hard piped and one uses hoses.

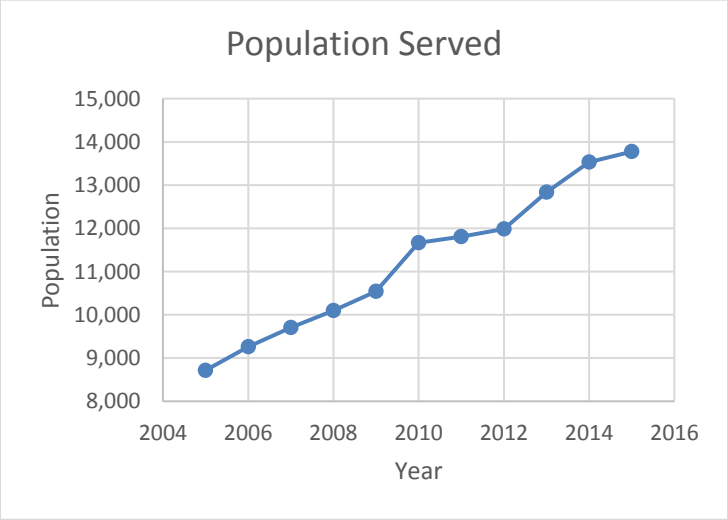
D. Future Demand Projections – *Key Metropolitan Council Benchmark*

Water Use Trends

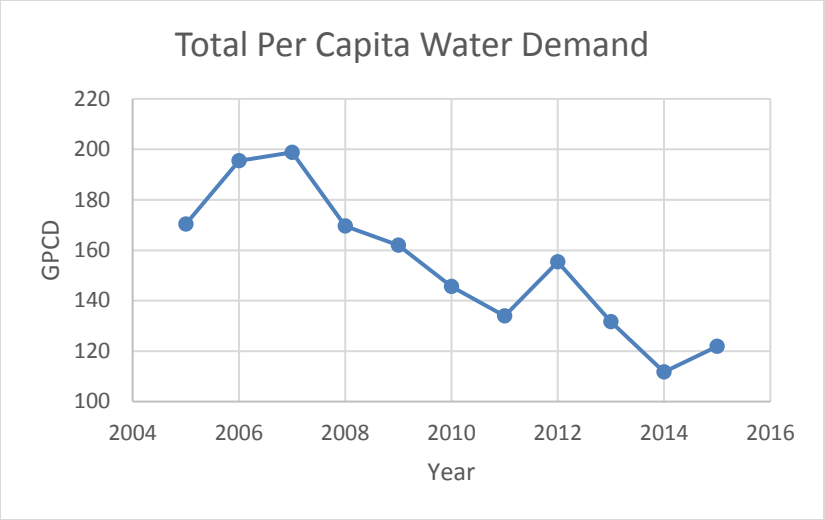
Use the data in Table 2 to describe trends in 1) population served; 2) total per capita water demand; 3) average daily demand; 4) maximum daily demand. Then explain the causes for upward or downward trends. For example, over the ten years has the average daily demand trended up or down? Why is this occurring?

The following trends are observed:

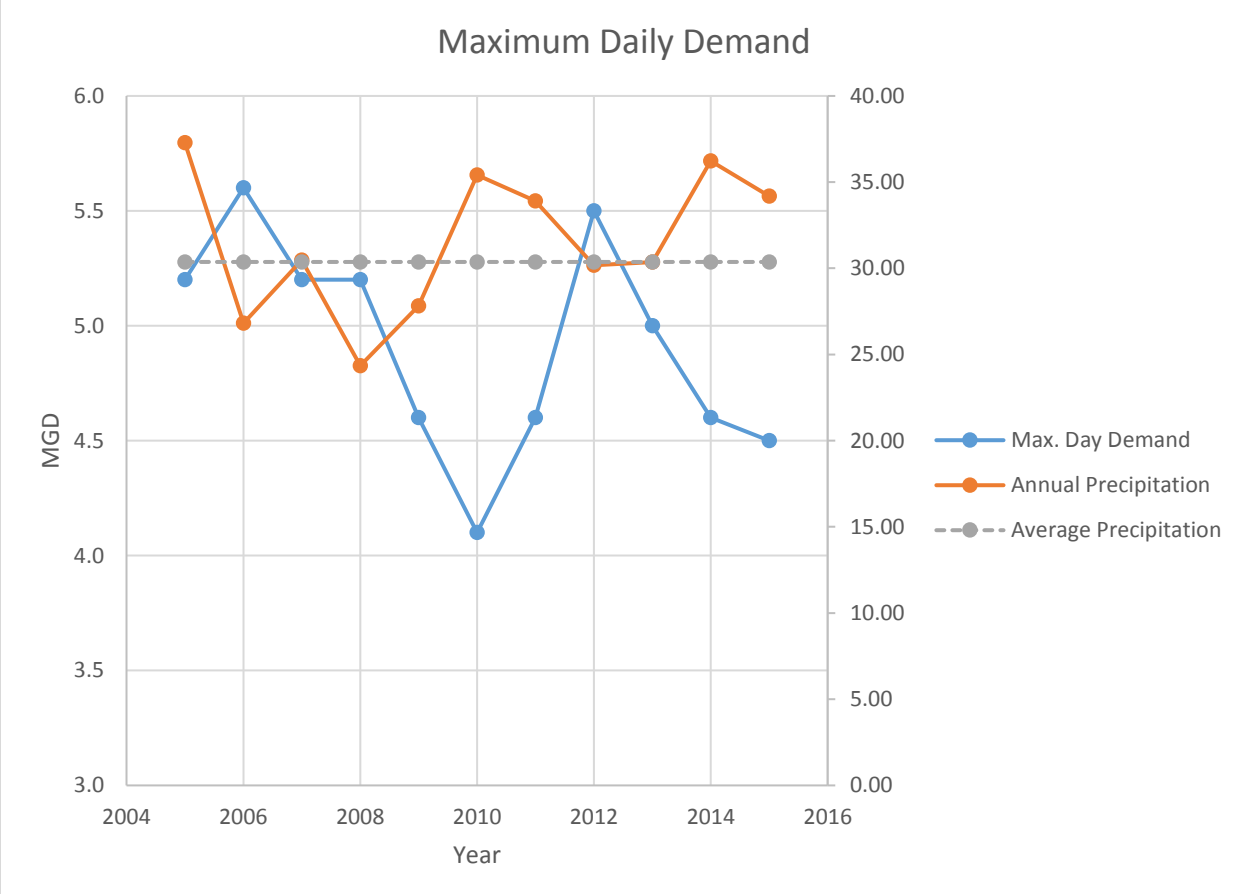
1. Population served increased to a peak in 2010, then dipped in 2011 and increased again. See graph below. The overall upward trend is caused by new connections added each year and construction that occurred in the past 10 years. There have been about 60 connections added per year on average over the last 5 years.



2. The total per capita water demand decreased from 170 GPCD in 2005 to 122 GPCD in 2015. Between 2005 and 2015, water use peaked at 196 GPCD and 199 GPCD in 2006 and 2007 respectively. The 5 year average from 2011 to 2015 was 131 GPCD. Several measures may have contributed to the overall decrease in total per capita water use, including replacing all residential meters in a 5 year period, implementation and enforcement of a new topsoil ordinance, changing the rate structure and increased enforcement of irrigation restrictions.



3. The average daily demand has fluctuated some between 2005 and 2015. Demand peaked in 2012, declined through 2014 then increased in 2015. The increased demand correlates with an uptick in housing construction in 2014 -2015.



4. The maximum daily demand decreased from 2006 to 2010, then increased until 2012 then decreased again to 2015. The decreasing trend is due to higher efficiency appliances, sprinkling bans and other conservation measures. The city had a flat fee residential rate structure in 2005. This was changed to a 7 tier sliding rate structure in 2006, with the rate increasing when each level. The City also has an escalating series of fines and penalties including water shutoff for those who consistently violate the odd-even sprinkling ban. The overall increase can be attributed to adding new customers as noted above. The spike in maximum daily demand in 2012 corresponds to two extremely dry months, August and September. These months saw less than one inch of precipitation in each month while the average is over 3.5 inches per month. The month of May saw 3 times the normal precipitation; however, eight (8) of the months were drier than normal. The year ended with close to normal precipitation.

Use the water use trend information discussed above to complete Table 7 with projected annual demand for the next ten years. Communities in the seven-county Twin Cities metropolitan area must also include projections for 2030 and 2040 as part of their local comprehensive planning.

Projected demand should be consistent with trends evident in the historical data in Table 2, as discussed above. Projected demand should also reflect state demographer population projections and/or other planning projections.

Table 7. Projected annual water demand

Year	Projected Total Population	Projected Population Served	Projected Total Per Capita Water Demand (GPCD)	Projected Average Daily Demand (MGD)	Projected Maximum Daily Demand (MGD)
2016	25,308	12,252	131	1.6050	4.6545
2017	25,581	12,524	131	1.6406	4.7579
2018	25,854	12,796	131	1.6763	4.8612
2019	26,127	13,068	131	1.7119	4.9645
2020	26,400	13,340	131	1.7475	5.0679
2021	26,830	14,150	131	1.8537	5.3756
2022	27,260	14,960	131	1.9598	5.6833
2023	27,690	15,770	131	2.0659	5.9910
2024	28,120	16,580	131	2.1720	6.2987
2025	28,550	17,390	131	2.2781	6.6065
2030	30,700	21,160	131	2.7720	8.0387
2040	34,700	23,920	131	3.1335	9.0872

GPCD – Gallons per Capita per Day **MGD** – Million Gallons per Day

Projection Method

Describe the method used to project water demand, including assumptions for population and business growth and how water conservation and efficiency programs affect projected water demand:

Populations were projected using linear interpolation of Metropolitan Council projections given in the 2015 System Statement for Ramsey.
The projected population served was estimated by multiplying the projected person per household by the projected residential connections. The projected residential connections were calculated by taking the average for the annual increase in residential connections from 2011 to 2015. (60 residential connections added per year) and added onto the 2015 actual residential connections and extrapolated out to 2040. The person/ household (PPH) was calculated to decrease from 3.1 in 2017 to 2.7 in 2040 by taking the projected total population and dividing it by the projected total households.

The average day demand was determined by multiplying the projected population served by 131 gallons per person per day (GPCD). The value 131 GPCD is the average GPCD for the last five years. The maximum daily demand was determined by multiplying the average day demand by 2.90, which is the max day peaking factor.

E. Resource Sustainability

Monitoring – *Key DNR Benchmark*

Complete Table 8 by inserting information about source water quality and quantity monitoring efforts. List should include all production wells, observation wells, and source water intakes or reservoirs. Add rows to the table as needed. Find information on groundwater level monitoring program at: http://www.dnr.state.mn.us/waters/groundwater_section/obwell/index.html

Table 8. Information about source water quality and quantity monitoring

MN Unique Well # or Surface Water ID	Type of monitoring point	Monitoring program	Frequency of monitoring	Monitoring Method
161441	☒ production well ☐ observation well ☐ source water intake ☐ source water reservoir	☐ routine MDH sampling ☒ routine water utility sampling ☐ other	☐ continuous ☐ hourly ☐ daily ☒ monthly ☐ quarterly ☐ annually	☒ SCADA ☐ grab sampling ☐ steel tape ☐ stream gauge
416183	☒ production well ☐ observation well ☐ source water intake ☐ source water reservoir	☐ routine MDH sampling ☒ routine water utility sampling ☐ other	☐ continuous ☐ hourly ☐ daily ☒ monthly ☐ quarterly ☐ annually	☒ SCADA ☐ grab sampling ☐ steel tape ☐ stream gauge
580303	☒ production well ☐ observation well ☐ source water intake	☐ routine MDH sampling ☒ routine water utility sampling	☐ continuous ☐ hourly ☐ daily ☒ monthly	☒ SCADA ☐ grab sampling ☐ steel tape ☐ stream gauge

MN Unique Well # or Surface Water ID	Type of monitoring point	Monitoring program	Frequency of monitoring	Monitoring Method
	☐ source water reservoir	☐ other	☐ quarterly ☐ annually	
580313	☒ production well ☐ observation well ☐ source water intake ☐ source water reservoir	☐ routine MDH sampling ☒ routine water utility sampling ☐ other	☐ continuous ☐ hourly ☐ daily ☒ monthly ☐ quarterly ☐ annually	☒ SCADA ☐ grab sampling ☐ steel tape ☐ stream gauge
593672	☒ production well ☐ observation well ☐ source water intake ☐ source water reservoir	☐ routine MDH sampling ☒ routine water utility sampling ☐ other	☒ continuous ☐ hourly ☐ daily ☒ monthly ☐ quarterly ☐ annually	☐ SCADA ☐ grab sampling ☐ steel tape ☐ stream gauge
706814	☐ production well ☒ observation well ☐ source water intake ☐ source water reservoir	☐ routine MDH sampling ☒ routine water utility sampling ☐ other	☒ continuous ☐ hourly ☐ daily ☒ monthly ☐ quarterly ☐ annually	☒ SCADA ☐ grab sampling ☐ steel tape ☐ stream gauge
706815	☐ production well ☒ observation well ☐ source water intake ☐ source water reservoir	☐ routine MDH sampling ☒ routine water utility sampling ☐ other	☒ continuous ☐ hourly ☐ daily ☐ monthly ☐ quarterly ☐ annually	☒ SCADA ☐ grab sampling ☐ steel tape ☐ stream gauge
706840	☒ production well ☐ observation well ☐ source water intake ☐ source water reservoir	☐ routine MDH sampling ☒ routine water utility sampling ☐ other	☐ continuous ☐ hourly ☐ daily ☒ monthly ☐ quarterly ☐ annually	☒ SCADA ☐ grab sampling ☐ steel tape ☐ stream gauge
731127	☐ production well ☒ observation well ☐ source water intake ☐ source water reservoir	☐ routine MDH sampling ☒ routine water utility sampling ☐ other	☒ continuous ☐ hourly ☐ daily ☐ monthly ☐ quarterly ☐ annually	☒ SCADA ☐ grab sampling ☐ steel tape ☐ stream gauge
743832	☒ production well ☐ observation well ☐ source water intake ☐ source water reservoir	☐ routine MDH sampling ☒ routine water utility sampling ☐ other	☐ continuous ☐ hourly ☐ daily ☒ monthly ☐ quarterly ☐ annually	☒ SCADA ☐ grab sampling ☐ steel tape ☐ stream gauge
713833	☒ production well ☐ observation well	☐ routine MDH sampling	☐ continuous ☐ hourly ☐ daily	☒ SCADA ☐ grab sampling ☐ steel tape

MN Unique Well # or Surface Water ID	Type of monitoring point	Monitoring program	Frequency of monitoring	Monitoring Method
	☐ source water intake ☐ source water reservoir	☒ routine water utility sampling ☐ other	☒ monthly ☐ quarterly ☐ annually	☐ stream gauge
759582	☐ production well ☒ observation well ☐ source water intake ☐ source water reservoir	☐ routine MDH sampling ☒ routine water utility sampling ☐ other	☒ continuous ☐ hourly ☐ daily ☐ monthly ☐ quarterly ☐ annually	☒ SCADA ☐ grab sampling ☐ steel tape ☐ stream gauge

Water Level Data

A water level monitoring plan that includes monitoring locations and a schedule for water level readings must be submitted as **Appendix 2**. If one does not already exist, it needs to be prepared and submitted with the WSP. Ideally, all production and observation wells are monitored at least monthly.

Complete Table 9 to summarize water level data for each well being monitored. Provide the name of the aquifer and a brief description of how much water levels vary over the season (the difference between the highest and lowest water levels measured during the year) and the long-term trends for each well. If water levels are not measured and recorded on a routine basis, then provide the static water level when each well was constructed and the most recent water level measured during the same season the well was constructed. Also include all water level data taken during any well and pump maintenance. Add rows to the table as needed. Provide water level data graphs for each well in **Appendix 3** for the life of the well, or for as many years as water levels have been measured. See DNR website for Date Time Water Level http://www.dnr.state.mn.us/waters/groundwater_section/obwell/waterleveldata.html

Table 9. Water level data

Unique Well Number or Well ID	Aquifer Name	Seasonal Variation (Feet)	Long-term Trend in water level data	Water level measured during well/pumping maintenance
161441	Tunnel City Group	25	☐ Falling ☒ Stable ☐ Rising	MM/DD/YY: N/A MM/DD/YY:____ MM/DD/YY:____
416183	Tunnel City Group	0	☐ Falling ☒ Stable ☐ Rising	MM/DD/YY: N/A MM/DD/YY:____ MM/DD/YY:____
580303	Tunnel City Group	10	☐ Falling ☒ Stable ☐ Rising	MM/DD/YY: N/A MM/DD/YY:____ MM/DD/YY:____
580313	Tunnel City Group	40	☐ Falling ☒ Stable	MM/DD/YY: N/A MM/DD/YY:____

Unique Well Number or Well ID	Aquifer Name	Seasonal Variation (Feet)	Long-term Trend in water level data	Water level measured during well/pumping maintenance
			☐ Rising	MM/DD/YY:____
593672	Tunnel City Group	90	☐ Falling ☒ Stable ☐ Rising	MM/DD/YY: N/A MM/DD/YY:____ MM/DD/YY:____
706840	Tunnel City Group	70	☐ Falling ☒ Stable ☐ Rising	MM/DD/YY: N/A MM/DD/YY:____ MM/DD/YY:____
743832	Tunnel City Group	130	☐ Falling ☒ Stable ☐ Rising	MM/DD/YY: N/A MM/DD/YY:____ MM/DD/YY:____
713833	Tunnel City Group	160	☐ Falling ☒ Stable ☐ Rising	MM/DD/YY: N/A MM/DD/YY:____ MM/DD/YY:____

Potential Water Supply Issues & Natural Resource Impacts – *Key DNR & Metropolitan Council Benchmark*

Complete Table 10 by listing the types of natural resources that are or could be impacted by permitted water withdrawals. If known, provide the name of specific resources that may be impacted. Identify what the greatest risks to the resource are and how the risks are being assessed. Identify any resource protection thresholds – formal or informal – that have been established to identify when actions should be taken to mitigate impacts. Provide information about the potential mitigation actions that may be taken, if a resource protection threshold is crossed. Add additional rows to the table as needed. See glossary at the end of the template for definitions.

Some of this baseline data should have been in your earlier water supply plans or county comprehensive water plans. When filling out this table, think of what are the water supply risks, identify the resources, determine the threshold and then determine what your community will do to mitigate the impacts.

Your DNR area hydrologist is available to assist with this table.

For communities in the seven-county Twin Cities metropolitan area, the *Master Water Supply Plan Appendix 1 (Water Supply Profiles*, provides information about potential water supply issues and natural resource impacts for your community.

Table 10. Natural resource impacts

Resource Type	Resource Name	Risk	Risk Assessed Through	Describe Resource Protection Threshold*	Mitigation Measure or Management Plan	Describe How Changes to Thresholds are Monitored
☐ River or stream	N/A	☐ Flow/water level decline ☐ Degrading water quality trends and/or MCLs exceeded ☐ Impacts on endangered, threatened, or special concern species habitat or other natural resource impacts ☐ Other: _____	☐ GIS analysis ☐ Modeling ☐ Mapping ☐ Monitoring ☐ Aquifer testing ☐ Other: ___		☐ Revise permit ☐ Change groundwater pumping ☐ Increase conservation ☐ Other	
☐ Calcareous fen	N/A	☐ Flow/water level decline ☐ Degrading water quality trends and/or MCLs exceeded ☐ Impacts on endangered, threatened, or special concern species habitat or other natural resource impacts ☐ Other: _____	☐ GIS analysis ☐ Modeling ☐ Mapping ☐ Monitoring ☐ Aquifer testing ☐ Other: ___		☐ Revise permit ☐ Change groundwater pumping ☐ Increase conservation ☐ Other	
☐ Lake	N/A	☐ Flow/water level decline ☐ Degrading water quality trends and/or MCLs exceeded ☐ Impacts on endangered, threatened, or special concern species habitat or other natural resource impacts	☐ GIS analysis ☐ Modeling ☐ Mapping ☐ Monitoring ☐ Aquifer testing ☐ Other: ___		☐ Revise permit ☐ Change groundwater pumping ☐ Increase conservation ☐ Other	

Resource Type	Resource Name	Risk	Risk Assessed Through	Describe Resource Protection Threshold*	Mitigation Measure or Management Plan	Describe How Changes to Thresholds are Monitored
		☐ Other: _____				
☐ Wetland	N/A	☐ Flow/water level decline ☐ Degrading water quality trends and/or MCLs exceeded ☐ Impacts on endangered, threatened, or special concern species habitat or other natural resource impacts ☐ Other: _____	☐ GIS analysis ☐ Modeling ☐ Mapping ☐ Monitoring ☐ Aquifer testing ☐ Other: ___		☐ Revise permit ☐ Change groundwater pumping ☐ Increase conservation ☐ Other	
☐ Trout stream	N/A	☐ Flow/water level decline ☐ Degrading water quality trends and/or MCLs exceeded ☐ Impacts on endangered, threatened, or special concern species habitat or other natural resource impacts ☐ Other: _____	☐ GIS analysis ☐ Modeling ☐ Mapping ☐ Monitoring ☐ Aquifer testing ☐ Other: ___		☐ Revise permit ☐ Change groundwater pumping ☐ Increase conservation ☐ Other	
☒ Aquifer	Tunnel City Group	☒ Flow/water level decline ☐ Degrading water quality trends and/or MCLs exceeded ☐ Impacts on endangered, threatened, or special concern species habitat or other natural	☐ GIS analysis ☐ Modeling ☐ Mapping ☒ Monitoring ☒ Aquifer testing ☐ Other: ___		☐ Revise permit ☐ Change groundwater pumping ☒ Increase conservation ☐ Other	

Resource Type	Resource Name	Risk	Risk Assessed Through	Describe Resource Protection Threshold*	Mitigation Measure or Management Plan	Describe How Changes to Thresholds are Monitored
		resource impacts ☐ Other: _____				
☐ Endangered, threatened, or special concern species habitat, other natural resource impacts	N/A	☐ Flow/water level decline ☐ Degrading water quality trends and/or MCLs exceeded ☐ Impacts on endangered, threatened, or special concern species habitat or other natural resource impacts ☐ Other: _____	☐ GIS analysis ☐ Modeling ☐ Mapping ☐ Monitoring ☐ Aquifer testing ☐ Other: ___		☐ Revise permit ☐ Change groundwater pumping ☐ Increase conservation ☐ Other	

* Examples of thresholds: a lower limit on acceptable flow in a river or stream; water quality outside of an accepted range; a lower limit on acceptable aquifer level decline at one or more monitoring wells; withdrawals that exceed some percent of the total amount available from a source; or a lower limit on acceptable changes to a protected habitat.

Wellhead Protection (WHP) and Surface Water Protection (SWP) Plans

Complete Table 11 to provide status information about WHP and SWP plans.

The emergency procedures in this plan are intended to comply with the contingency plan provisions required in the Minnesota Department of Health's (MDH) Wellhead Protection (WHP) Plan and Surface Water Protection (SWP) Plan.

Table 11. Status of Wellhead Protection and Surface Water Protection Plans

Plan Type	Status	Date Adopted	Date for Update
WHP	☐ In Process ☒ Completed ☐ Not Applicable	August 11, 2009	August 2019
SWP	☐ In Process ☐ Completed ☒ Not Applicable		

F. Capital Improvement Plan (CIP)

Please note that any wells that received approval under a ten-year permit, but that were not built, are now expired and must submit a water appropriations permit.

Adequacy of Water Supply System

Complete Table 12 with information about the adequacy of wells and/or intakes, storage facilities, treatment facilities, and distribution systems to sustain current and projected demands. List planned capital improvements for any system components, in chronological order. Communities in the seven-county Twin Cities metropolitan area should also include information about plans through 2040.

The assessment can be the general status by category; it is not necessary to identify every single well, storage facility, treatment facility, lift station, and mile of pipe.

Please attach your latest Capital Improvement Plan as **Appendix 4**.

Table 12. Adequacy of Water Supply System

System Component	Planned action	Anticipated Construction Year	Notes
Wells/Intakes	☐ No action planned - adequate ☐ Repair/replacement ☒ Expansion/addition	2021 based on current demands and future projections	
Water Storage Facilities	☒ No action planned - adequate ☐ Repair/replacement ☐ Expansion/addition		
Water Treatment Facilities	☒ No action planned - adequate ☐ Repair/replacement ☐ Expansion/addition		
Distribution Systems (pipes, valves, etc.)	☐ No action planned - adequate ☐ Repair/replacement ☒ Expansion/addition	Based on development needs	

System Component	Planned action	Anticipated Construction Year	Notes
Pressure Zones	☒ No action planned - adequate ☐ Repair/replacement ☐ Expansion/addition		
Other:	☒ No action planned - adequate ☐ Repair/replacement ☐ Expansion/addition		

Proposed Future Water Sources

Complete Table 13 to identify new water source installation planned over the next ten years. Add rows to the table as needed.

Table 13. Proposed future installations/sources

Source	Installation Location (approximate)	Resource Name	Proposed Pumping Capacity (gpm)	Planned Installation Year	Planned Partnerships
Groundwater	TBD	Tunnel City Group	1500	2020	
Surface Water	N/A				
Interconnection to another supplier	N/A				

Water Source Alternatives - *Key Metropolitan Council Benchmark*

Do you anticipate the need for alternative water sources in the next 10 years? Yes ☐ No ☒

For metro communities, will you need alternative water sources by the year 2040? Yes ☒ No ☐

If you answered yes for either question, then complete table 14. If no, insert NA.

Complete Table 14 by checking the box next to alternative approaches that your community is considering, including approximate locations (if known), the estimated amount of future demand that could be met through the approach, the estimated timeframe to implement the approach, potential partnerships, and the major benefits and challenges of the approach. Add rows to the table as needed.

For communities in the seven-county Twin Cities metropolitan area, these alternatives should include approaches the community is considering to meet projected 2040 water demand.

Table 14. Alternative water sources

Alternative Source Considered	Source and/or Installation Location (approximate)	Estimated Amount of Future Demand (%)	Timeframe to Implement (YYYY)	Potential Partners	Benefits	Challenges
☐ Groundwater	N/A					
☒ Surface Water	Mississippi River	100	2030	Met Council, Regional Partners	Current source aquifer lateral extent and capacity is unknown. Surface water connection would provide know supply.	Cost of new Water treatment plant and intake
☐ Reclaimed stormwater	N/A					
☐ Reclaimed wastewater	N/A					
☐ Interconnection to another supplier	N/A					

Part 2. Emergency Preparedness Procedures

The emergency preparedness procedures outlined in this plan are intended to comply with the contingency plan provisions required by MDH in the WHP and SWP. Water emergencies can occur as a result of vandalism, sabotage, accidental contamination, mechanical problems, power failings, drought, flooding, and other natural disasters. The purpose of emergency planning is to develop emergency response procedures and to identify actions needed to improve emergency preparedness. In the case of a municipality, these procedures should be in support of, and part of, an all-hazard emergency operations plan. Municipalities that already have written procedures dealing with water emergencies should review the following information and update existing procedures to address these water supply protection measures.

A. Federal Emergency Response Plan

Section 1433(b) of the Safe Drinking Water Act, (Public Law 107-188, Title IV- Drinking Water Security and Safety) requires community water suppliers serving over 3,300 people to prepare an Emergency Response Plan.

Do you have a federal emergency response plan? Yes ☒ No ☐

If yes, what was the date it was certified? May 8, 2008

Complete Table 15 by inserting the noted information regarding your completed Federal Emergency Response Plan.

Table 15. Emergency Preparedness Plan contact information

Emergency Response Plan Role	Contact Person	Contact Phone Number	Contact Email
Emergency Response Lead	MATT KOHNER	763 433-9859	MKOHNER@CI.RAMSEY.MN.US
Alternate Emergency Response Lead	JOHN NELSON	763 286-0296	JNELSON@CI.RAMSEY.MN.US

B. Operational Contingency Plan

All utilities should have a written operational contingency plan that describes measures to be taken for water supply mainline breaks and other common system failures as well as routine maintenance.

Do you have a written operational contingency plan? Yes ☒ No ☐

At a minimum, a water supplier should prepare and maintain an emergency contact list of contractors and suppliers.

C. Emergency Response Procedures

Water suppliers must meet the requirements of MN Rules 4720.5280 . Accordingly, the Minnesota Department of Natural Resources (DNR) requires public water suppliers serving more than 1,000 people to submit Emergency and Conservation Plans. Water emergency and

conservation plans that have been approved by the DNR, under provisions of Minnesota Statute 186 and Minnesota Rules, part 6115.0770, will be considered equivalent to an approved WHP contingency plan.

Emergency Telephone List

Prepare and attach a list of emergency contacts, including the MN Duty Officer (1-800-422-0798), as **Appendix 5**. A template is available at www.mndnr.gov/watersupplyplans

The list should include key utility and community personnel, contacts in adjacent water suppliers, and appropriate local, state and federal emergency contacts. Please be sure to verify and update the contacts on the emergency telephone list and date it. Thereafter, update on a regular basis (once a year is recommended). In the case of a municipality, this information should be contained in a notification and warning standard operating procedure maintained by the Emergency Manager for that community. Responsibilities and services for each contact should be defined.

Current Water Sources and Service Area

Quick access to concise and detailed information on water sources, water treatment, and the distribution system may be needed in an emergency. System operation and maintenance records should be maintained in secured central and back-up locations so that the records are accessible for emergency purposes. A detailed map of the system showing the treatment plants, water sources, storage facilities, supply lines, interconnections, and other information that would be useful in an emergency should also be readily available. It is critical that public water supplier representatives and emergency response personnel communicate about the response procedures and be able to easily obtain this kind of information both in electronic and hard copy formats (in case of a power outage).

Do records and maps exist? Yes ☒ No ☐

Can staff access records and maps from a central secured location in the event of an emergency?

Yes ☒ No ☐

Does the appropriate staff know where the materials are located?

Yes ☒ No ☐

Procedure for Augmenting Water Supplies

Complete Tables 16 – 17 by listing all available sources of water that can be used to augment or replace existing sources in an emergency. Add rows to the tables as needed.

In the case of a municipality, this information should be contained in a notification and warning standard operating procedure maintained by the warning point for that community. Municipalities are encouraged to execute cooperative agreements for potential emergency

water services and copies should be included in **Appendix 6**. Outstate Communities may consider using nearby high capacity wells (industry, golf course) as emergency water sources. WSP should include information on any physical or chemical problems that may limit interconnections to other sources of water. Approvals from the MDH are required for interconnections or the reuse of water.

Table 16. Interconnections with other water supply systems to supply water in an emergency

Other Water Supply System Owner	Capacity (GPM & MGD)	Note Any Limitations On Use	List of services, equipment, supplies available to respond
CITY OF ANOKA	2000 GPM 2,880,000 GPD	EMERGENCY USE ONLY	MUTUAL AID AGREEMENT MNWARN

GPM – Gallons per minute MGD – million gallons per day

Table 17. Utilizing surface water as an alternative source

Surface Water Source Name	Capacity (GPM)	Capacity (MGD)	Treatment Needs	Note Any Limitations On Use
N/A				

If not covered above, describe additional emergency measures for providing water (obtaining bottled water, or steps to obtain National Guard services, etc.)

Allocation and Demand Reduction Procedures

Complete Table 18 by adding information about how decisions will be made to allocate water and reduce demand during an emergency. Provide information for each customer category, including its priority ranking, average day demand, and demand reduction potential for each customer category. Modify the customer categories as needed, and add additional lines if necessary.

Water use categories should be prioritized in a way that is consistent with Minnesota Statutes 103G.261 (#1 is highest priority) as follows:

1. Water use for human needs such as cooking, cleaning, drinking, washing and waste disposal; use for on-farm livestock watering; and use for power production that meets contingency requirements.
2. Water use involving consumption of less than 10,000 gallons per day (usually from private wells or surface water intakes)
3. Water use for agricultural irrigation and processing of agricultural products involving consumption of more than 10,000 gallons per day (usually from private high-capacity wells or surface water intakes)
4. Water use for power production above the use provided for in the contingency plan.

5. All other water use involving consumption of more than 10,000 gallons per day.
6. Nonessential uses – car washes, golf courses, etc.

Water used for human needs at hospitals, nursing homes and similar types of facilities should be designated as a high priority to be maintained in an emergency. Lower priority uses will need to address water used for human needs at other types of facilities such as hotels, office buildings, and manufacturing plants. The volume of water and other types of water uses at these facilities must be carefully considered. After reviewing the data, common sense should dictate local allocation priorities to protect domestic requirements over certain types of economic needs. Water use for lawn sprinkling, vehicle washing, golf courses, and recreation are legislatively considered non-essential.

Table 18. Water use priorities

Customer Category	Allocation Priority	Average Daily Demand (GDP)	Short-Term Emergency Demand Reduction Potential (GPD)
Residential	1	1,542,000	1,370,000
Institutional	2	14,600	10,000
Commercial	3	163,400	15,000
Industrial	4		
Irrigation	5		
Wholesale	N/A		
Non-Essential	6		
TOTAL		1,720,000	1,395,000

GPD – Gallons per Day

Tip: Calculating Emergency Demand Reduction Potential

The emergency demand reduction potential for all uses will typically equal the difference between maximum use (summer demand) and base use (winter demand). In extreme emergency situations, lower priority water uses must be restricted or eliminated to protect priority domestic water requirements. Emergency demand reduction potential should be based on average day demands for customer categories within each priority class. Use the tables in Part 3 on water conservation to help you determine strategies.

Complete Table 19 by selecting the triggers and actions during water supply disruption conditions.

Table 19. Emergency demand reduction conditions, triggers and actions (Select all that may apply and describe)

Emergency Triggers	Short-term Actions	Long-term Actions
☐ Contamination ☒ Loss of production ☒ Infrastructure failure ☒ Executive order by Governor ☐ Other: _____	☐ Supply augmentation through ____ ☒ Adopt (if not already) and enforce a critical water deficiency ordinance to penalize lawn watering, vehicle washing, golf course and park irrigation & other nonessential uses. ☒ Water allocation through chart above ☒ Meet with large water users to discuss their contingency plan.	☐ Supply augmentation through ____ ☐ Adopt (if not already) and enforce a critical water deficiency ordinance to penalize lawn watering, vehicle washing, golf course and park irrigation & other nonessential uses. ☐ Water allocation through____ ☐ Meet with large water users to discuss their contingency plan.

Notification Procedures

Complete Table 20 by selecting trigger for informing customers regarding conservation requests, water use restrictions, and suspensions; notification frequencies; and partners that may assist in the notification process. Add rows to the table as needed.

Table 20. Plan to inform customers regarding conservation requests, water use restrictions, and suspensions

Notification Trigger(s)	Methods (select all that apply)	Update Frequency	Partners
☒ Short-term demand reduction declared (< 1 year)	☒ Website ☒ Email list serve ☒ Social media (e.g. Twitter, Facebook) ☒ Direct customer mailing, ☒ Press release (TV, radio, newspaper), ☒ Meeting with large water users (> 10% of total city use) ☐ Other: _____	☐ Daily ☒ Weekly ☐ Monthly ☐ Annually	
☒ Long-term Ongoing demand reduction declared	☒ Website ☒ Email list serve ☒ Social media (e.g. Twitter, Facebook) ☒ Direct customer mailing, ☒ Press release (TV, radio, newspaper), ☒ Meeting with large water users (> 10% of total city use) ☐ Other: _____	☐ Daily ☒ Weekly ☐ Monthly ☐ Annually	

Notification Trigger(s)	Methods (select all that apply)	Update Frequency	Partners
☒ Governor's critical water deficiency declared	☒ Website ☒ Email list serve ☒ Social media (e.g. Twitter, Facebook) ☒ Direct customer mailing, ☒ Press release (TV, radio, newspaper), ☐ Meeting with large water users (> 10% of total city use) ☐ Other: _____	☐ Daily ☒ Weekly ☐ Monthly ☐ Annually	

Enforcement

Prior to a water emergency, municipal water suppliers must adopt regulations that restrict water use and outline the enforcement response plan. The enforcement response plan must outline how conditions will be monitored to know when enforcement actions are triggered, what enforcement tools will be used, who will be responsible for enforcement, and what timelines for corrective actions will be expected.

Affected operations, communications, and enforcement staff must then be trained to rapidly implement those provisions during emergency conditions.

Important Note:

Disregard of critical water deficiency orders, even though total appropriation remains less than permitted, is adequate grounds for immediate modification of a public water supply authority's water use permit (2013 MN Statutes 103G.291)

Does the city have a critical water deficiency restriction/official control in place that includes provisions to restrict water use and enforce the restrictions? (This restriction may be an ordinance, rule, regulation, policy under a council directive, or other official control) Yes ☐ No ☒

If yes, attach the official control document to this WSP as **Appendix 7**.

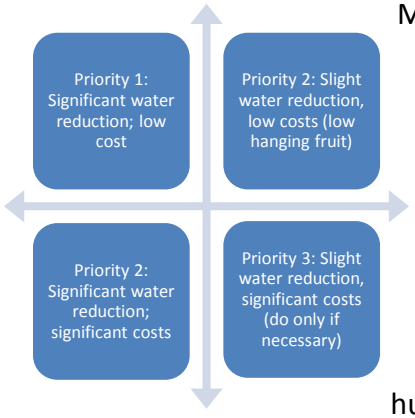
If no, the municipality must adopt such an official control within 6 months of submitting this WSP and submit it to the DNR as an amendment to this WSP.

Irrespective of whether a critical water deficiency control is in place, does the public water supply utility, city manager, mayor, or emergency manager have standing authority to implement water restrictions? Yes ☒ No ☐

If yes, cite the regulatory authority reference: City Code 58-118 .

If no, who has authority to implement water use restrictions in an emergency?

PART 3. WATER CONSERVATION PLAN



Minnesotans have historically benefited from the state's abundant water supplies, reducing the need for conservation. There are however, limits to the available supplies of water and increasing threats to the quality of our drinking water. Causes of water supply limitation may include: population increases, economic trends, uneven statewide availability of groundwater, climatic changes, and degraded water quality. Examples of threats to drinking water quality include: the presence of contaminant plumes from past land use activities, exceedances of water quality standards from natural and human sources, contaminants of emerging concern, and increasing pollutant trends from nonpoint sources.

There are many incentives for conserving water; conservation:

- reduces the potential for pumping-induced transfer of contaminants into the deeper aquifers, which can add treatment costs
- reduces the need for capital projects to expand system capacity
- reduces the likelihood of water use conflicts, like well interference, aquatic habitat loss, and declining lake levels
- conserves energy, because less energy is needed to extract, treat and distribute water (and less energy production also conserves water since water is use to produce energy)
- maintains water supplies that can then be available during times of drought

It is therefore imperative that water suppliers implement water conservation plans. The first step in water conservation is identifying opportunities for behavioral or engineering changes that could be made to reduce water use by conducting a thorough analysis of:

- Water use by customer
- Extraction, treatment, distribution and irrigation system efficiencies
- Industrial processing system efficiencies
- Regulatory and barriers to conservation
- Cultural barriers to conservation
- Water reuse opportunities

Once accurate data is compiled, water suppliers can set achievable goals for reducing water use. A successful water conservation plan follows a logical sequence of events. The plan should address both conservation on the supply side (leak detection and repairs, metering), as well as on the demand side (reductions in usage). Implementation should be conducted in phases, starting with the most obvious and lowest-cost options. In some cases one of the early steps will be reviewing regulatory constraints to water conservation, such as lawn irrigation requirements. Outside funding and grants may be available for implementation of projects. Engage water system operators and maintenance staff and customers in brainstorming opportunities to reduce water use. Ask the question: "How can I help save water?"

Progress since 2006

Is this your community's first Water Supply Plan? Yes ☐ No ☒

If yes, describe conservation practices that you are already implementing, such as: pricing, system improvements, education, regulation, appliance retrofitting, enforcement, etc.

If no, complete Table 21 to summarize conservation actions taken since the adoption of the 2006 water supply plan.

Table 21. Implementation of previous ten-year Conservation Plan

2006 Plan Commitments	Action Taken?
Change water rates structure to provide conservation pricing	☒ Yes ☐ No
Water supply system improvements (e.g. leak repairs, valve replacements, etc.)	☒ Yes ☐ No
Educational efforts	☒ Yes ☐ No
New water conservation ordinances	☒ Yes ☐ No
Rebate or retrofitting Program (e.g. for toilet, faucets, appliances, showerheads, dish washers, washing machines, irrigation systems, rain barrels, water softeners, etc.	☐ Yes ☒ No
Enforcement	☒ Yes ☐ No
Describe other: Replaced all residential meters with Neptune Smart meters within last 10 years	☒ Yes ☐ No

What are the results you have seen from the actions in Table 21 and how were results measured?

Overall per capita demand dropped while adding new customers during this time period.

A. Triggers for Allocation and Demand Reduction Actions

Complete table 22 by checking each trigger below, as appropriate, and the actions to be taken at various levels or stages of severity. Add in additional rows to the table as needed.

Table 22. Short and long-term demand reduction conditions, triggers and actions

Objective	Triggers	Actions
Protect surface water flows	☐ Low stream flow conditions ☐ Reports of declining wetland and lake levels	☐ Increase promotion of conservation measures ☐ Other: _____

Objective	Triggers	Actions
	☐ Other: _____	
Short-term demand reduction (less than 1 year	☒ Extremely high seasonal water demand (more than double winter demand) ☒ Loss of treatment capacity ☒ Lack of water in storage ☒ State drought plan ☐ Well interference ☐ Other: _____	☒ Adopt (if not already) and enforce the critical water deficiency ordinance to restrict or prohibit lawn watering, vehicle washing, golf course and park irrigation & other nonessential uses. ☐ Supply augmentation through ____ ☒ Water allocation through____ ☒ Meet with large water users to discuss user's contingency plan.
Long-term demand reduction (>1 year)	☒ Per capita demand increasing ☒ Total demand increase (higher population or more industry)Water level in well(s) below elevation of _____ ☐ Other: _____	☒ Develop a critical water deficiency ordinance that is or can be quickly adopted to penalize lawn watering, vehicle washing, golf course and park irrigation & other nonessential uses. ☐ Enact a water waste ordinance that targets overwatering (causing water to flow off the landscape into streets, parking lots, or similar), watering impervious surfaces (streets, driveways or other hardscape areas), and negligence of known leaks, breaks, or malfunctions. ☒ Meet with large water users to discuss user's contingency plan. ☐ Enhanced monitoring and reporting: audits, meters, billing, etc.
Governor's "Critical Water Deficiency Order" declared	☒ "Critical Water Deficiency Order" issued	☒ Strictly enforce Odd/ Even Sprinkling Ban ☒ Reduce or eliminate irrigation at public buildings and parks

B. Conservation Objectives and Strategies – *Key benchmark for DNR*

This section establishes water conservation objectives and strategies for eight major areas of water use.

Objective 1: Reduce Unaccounted (Non-Revenue) Water loss to Less than 10%

The Minnesota Rural Waters Association, the Metropolitan Council and the Department of Natural Resources recommend that all water uses be metered. Metering can help identify high use locations and times, along with leaks within buildings that have multiple meters.

It is difficult to quantify specific unmetered water use such as that associated with firefighting and system flushing or system leaks. Typically, water suppliers subtract metered water use from total water pumped to calculate unaccounted or non-revenue water loss.

Is your five-year average (2005-2014) unaccounted Water Use in Table 2 higher than 10%?

Yes ☐ No ☒

What is your leak detection monitoring schedule? (e.g. monitor 1/3rd of the city lines per year)

We get quarterly leak reports from our meter reading software. We follow up with a letter to the identified properties.

Water Audits - are intended to identify, quantify and verify water and revenue losses. The volume of unaccounted-for water should be evaluated each billing cycle. The American Water Works Association (AWWA) recommends that ten percent or less of pumped water is unaccounted-for water. Water audit procedures are available from the AWWA and MN Rural Water Association www.mrwa.com . Drinking Water Revolving Loan Funds are available for purchase of new meters when new plants are built.

What is the date of your most recent water audit? 2016 DNR Water Appropriation Permit

Frequency of water audits: ☒ **yearly** ☐ **other (specify frequency) _____**

Leak detection and survey: ☐ **every year** ☐ **every other year** ☒ **periodic as needed**

Year last leak detection survey completed: _____

If Table 2 shows annual water losses over 10% or an increasing trend over time, describe what actions will be taken to reach the <10% loss objective and within what timeframe

Metering -AWWA recommends that every water supplier install meters to account for all water taken into its system, along with all water distributed from its system at each customer's point of service. An effective metering program relies upon periodic performance testing, repair, maintenance or replacement of all meters. AWWA also recommends that water suppliers conduct regular water audits to ensure accountability. Some cities install separate meters for interior and exterior water use, but some research suggests that this may not result in water conservation.

Complete Table 23 by adding the requested information regarding the number, types, testing and maintenance of customer meters.

Table 23. Information about customer meters

Customer Category	Number of Customers	Number of Metered Connections	Number of Automated Meter Readers	Meter testing intervals (years)	Average age/meter replacement schedule (years
Residential	4105	4105	4105		8/10
Irrigation meters	145	145	145		/
Institutional	5	5	5		/
Commercial	255	255	255		/
Industrial					/
Public facilities	15	15	15		/

Customer Category	Number of Customers	Number of Metered Connections	Number of Automated Meter Readers	Meter testing intervals (years)	Average age/meter replacement schedule (years
Other					___ / ___
TOTALS	4525	4525	4525	NA	NA

For unmetered systems, describe any plans to install meters or replace current meters with advanced technology meters. Provide an estimate of the cost to implement the plan and the projected water savings from implementing the plan.

All of our meters have advanced technology.

Table 24. Water source meters

	Number of Meters	Meter testing schedule (years)	Number of Automated Meter Readers	Average age/meter replacement schedule (years
Water source (wells/intakes)	8	10	0	_0_ / _10__
Treatment plant	N/A			___ / ___

Objective 2: Achieve Less than 75 Residential Gallons per Capita Demand (GPCD)

The 2002 average residential per capita demand in the Twin Cities Metropolitan area was 75 gallons per capita per day.

Is your average 2010-2015 residential per capita water demand in Table 2 more than 75? Yes ☒ No ☐

What was your 2010 – 2015 five-year average residential per capita water demand? 87 g/person/day

Describe the water use trend over that timeframe:

Residential Per Capita Water use has declined during this period while the number of users has increased each year. There were two high years in the beginning of this 5 year period which affect the average. The last two years were 69 and 729 gpcd, respectively.

Complete Table 25 by checking which strategies you will use to continue reducing residential per capita demand and project a likely timeframe for completing each checked strategy (Select all that apply and add rows for additional strategies):

Table 25. Strategies and timeframe to reduce residential per capita demand

Strategy to reduce residential per capita demand	Timeframe for completing work
☒ Revise city ordinances/codes to encourage or require water efficient landscaping.	2019

Strategy to reduce residential per capita demand	Timeframe for completing work
☐ Revise city ordinance/codes to permit water reuse options, especially for non-potable purposes like irrigation, groundwater recharge, and industrial use. Check with plumbing authority to see if internal buildings reuse is permitted	
☒ Revise ordinances to limit irrigation. Describe the restricted irrigation plan:	Odd/ Even no Watering between 10 AM and 8 PM has been in code for several years
☐ Revise outdoor irrigation installations codes to require high efficiency systems (e.g. those with soil moisture sensors or programmable watering areas) in new installations or system replacements.	
☒ Make water system infrastructure improvements	Leak detection reports are generated, letters are sent to each customer. Follow up letters are sent. Toilet dye kits are available for residents.
☒ Offer free or reduced cost water use audits) for residential customers.	No
☒ Implement a notification system to inform customers when water availability conditions change.	We use the website, signs and the city newsletter.
☐ Provide rebates or incentives for installing water efficient appliances and/or fixtures indoors (e.g., low flow toilets, high efficiency dish washers and washing machines, showerhead and faucet aerators, water softeners, etc.)	
☐ Provide rebates or incentives to reduce outdoor water use (e.g., turf replacement/reduction, rain gardens, rain barrels, smart irrigation, outdoor water use meters, etc.)	
☐ Identify supplemental Water Resources	
☒ Conduct audience-appropriate water conservation education and outreach.	Water conservation tips for residents are posted on the website.
☐ Describe other plans	

Objective 3: Achieve at least a 1.5% per year water reduction for Institutional, Industrial, Commercial, and Agricultural GPCD over the next 10 years or a 15% reduction in ten years.

Complete Table 26 by checking which strategies you will used to continue reducing non-residential customer use demand and project a likely timeframe for completing each checked strategy (add rows for additional strategies).

Where possible, substitute recycled water used in one process for reuse in another. (For example, spent rinse water can often be reused in a cooling tower.) Keep in mind the true cost of water is the amount on the water bill PLUS the expenses to heat, cool, treat, pump, and dispose of/discharge the water. Don't just calculate the initial investment. Many conservation retrofits that appear to be prohibitively expensive are actually very cost-effective when amortized over the life of the equipment. Often reducing water use also saves electrical and other utility costs. Note: as of 2015, water reuse, and is not allowed by the state plumbing code, M.R. 4715 (a variance is needed). However several state agencies are addressing this issue.

Table 26. Strategies and timeframe to reduce institutional, commercial industrial, and agricultural and non-revenue use demand

Strategy to reduce total business, industry, agricultural demand	Timeframe for completing work
☐ Conduct a facility water use audit for both indoor and outdoor use, including system components	
☒ Install enhanced meters capable of automated readings to detect spikes in consumption	Leak detection reports are generated, letters are sent to each customer. Follow up letters are sent.
☐ Compare facility water use to related industry benchmarks, if available (e.g., meat processing, dairy, fruit and vegetable, beverage, textiles, paper/pulp, metals, technology, petroleum refining etc.)	
☐ Install water conservation fixtures and appliances or change processes to conserve water	
☒ Repair leaking system components (e.g., pipes, valves)	Leaks are investigated and repaired.
☐ Investigate the reuse of reclaimed water (e.g., stormwater, wastewater effluent, process wastewater, etc.)	
☒ Reduce outdoor water use (e.g., turf replacement/reduction, rain gardens, rain barrels, smart irrigation, outdoor water use meters, etc.)	The City is open to installation of rain gardens on commercial projects
☐ Train employees how to conserve water	
☒ Implement a notification system to inform non-residential customers when water availability conditions change.	The odd/ even signs are posted in locations where residents and commercial customers see them.
☐ Rainwater catchment systems intended to supply uses such as water closets, urinals, trap primers for floor drains and floor sinks, industrial processes, water features, vehicle washing facilities, cooling tower makeup, and similar uses shall be approved by the commissioner. Proposed plumbing code 4714.1702.1 http://www.dli.mn.gov/PDF/docket/4714rule.pdf	
☐ Describe other plans:	

Objective 4: Achieve a Decreasing Trend in Total Per Capita Demand

Include as **Appendix 8** one graph showing total per capita water demand for each customer category (i.e., residential, institutional, commercial, industrial) from 2005-2014 and add the calculated/estimated linear trend for the next 10 years.

Describe the trend for each customer category; explain the reason(s) for the trends, and where trends are increasing.

Water demand has been decreasing over the last 10 years. Non-essential use is not declining as fast as Residential or C/I/I. Residential has shown the largest decrease which correlates to the rate structure change and requiring better topsoil for all new construction green areas.

Objective 5: Reduce Peak Day Demand so that the Ratio of Average Maximum day to the Average Day is less than 2.6

Is the ratio of average 2005-2014 maximum day demand to average 2005-2014 average day demand reported in Table 2 more than 2.6? Yes ☒ No ☐

Calculate a ten year average (2005 – 2014) of the ratio of maximum day demand to average day demand: 2.74

The position of the DNR has been that a peak day/average day ratio that is above 2.6 for in summer indicates that the water being used for irrigation by the residents in a community is too large and that efforts should be made to reduce the peak day use by the community.

It should be noted that by reducing the peak day use, communities can also reduce the amount of infrastructure that is required to meet the peak day use. This infrastructure includes new wells, new water towers which can be costly items.

Objective 6: Implement a Conservation Water Rate Structure and/or a Uniform Rate Structure with a Water Conservation Program

Water Conservation Program

Municipal water suppliers serving over 1,000 people are required to adopt demand reduction measures that include a conservation rate structure, or a uniform rate structure with a conservation program that achieves demand reduction. These measures must achieve demand reduction in ways that reduce water demand, water losses, peak water demands, and nonessential water uses. These measures must be approved before a community may request well construction approval from the Department of Health or before requesting an increase in water appropriations permit volume (*Minnesota Statutes*, section 103G.291, subd. 3 and 4). Rates should be adjusted on a regular basis to ensure that revenue of the system is adequate under reduced demand scenarios. If a municipal water supplier intends to use a Uniform Rate Structure, a community-wide Water Conservation Program that will achieve demand reduction must be provided.

Current Water Rates

Include a copy of the actual rate structure in **Appendix 9** or list current water rates including base/service fees and volume charges below.

Volume included in base rate or service charge: 15,000 gallons or ____ cubic feet ___ other

Frequency of billing: ☐ Monthly ☐ Bimonthly ☒ Quarterly ☐ Other:

_____

Water Rate Evaluation Frequency: ☒ every year ☐ every ___ years ☐ no schedule

Date of last rate change: 1/1/2017

Table 27. Rate structures for each customer category (Select all that apply and add additional rows as needed)

Customer Category	Conservation Billing Strategies in Use *	Conservation Neutral Billing Strategies in Use **	Non-Conserving Billing Strategies in Use ***
Residential	☐ Monthly billing ☒ Increasing block rates (volume tiered rates) ☐ Seasonal rates ☐ Time of use rates ☒ Water bills reported in gallons ☐ Individualized goal rates ☒ Excess use rates ☐ Drought surcharge ☐ Use water bill to provide comparisons ☐ Service charge not based on water volume ☐ Other (describe)	☐ Uniform ☐ Odd/even day watering	☐ Service charge based on water volume ☐ Declining block ☐ Flat ☐ Other (describe)
Commercial/ Industrial/ Institutional	☒ Monthly billing ☒ Increasing block rates (volume tiered rates) ☐ Seasonal rates ☐ Time of use rates ☒ Water bills reported in gallons ☐ Individualized goal rates ☐ Excess use rates ☐ Drought surcharge ☐ Use water bill to provide comparisons ☐ Service charge not based on water volume ☐ Other (describe)	☐ Uniform	☐ Service charge based on water volume ☐ Declining block ☐ Flat ☐ Other (describe)
☐ Other			

*** Rate Structures components that may promote water conservation:**

- **Monthly billing:** is encouraged to help people see their water usage so they can consider changing behavior.
- **Increasing block rates (also known as a tiered residential rate structure):** Typically, these have at least three tiers: should have at least three tiers.
    - The first tier is for the winter average water use.
    - The second tier is the year-round average use, which is lower than typical summer use. This rate should be set to cover the full cost of service.
    - The third tier should be above the average annual use and should be priced high enough to encourage conservation, as should any higher tiers. For this to be effective, the difference in block rates should be significant.
- **Seasonal rate:** higher rates in summer to reduce peak demands
- **Time of Use rates:** lower rates for off peak water use
- **Bill water use in gallons:** this allows customers to compare their use to average rates

- **Individualized goal rates:** typically used for industry, business or other large water users to promote water conservation if they keep within agreed upon goals. **Excess Use rates**: if water use goes above an agreed upon amount this higher rate is charged
- **Drought surcharge:** an extra fee is charged for guaranteed water use during drought
- **Use water bill to provide comparisons**: simple graphics comparing individual use over time or compare individual use to others.
- **Service charge or base fee that does not include a water volume** – a base charge or fee to cover universal city expenses that are not customer dependent and/or to provide minimal water at a lower rate (e.g., an amount less than the average residential per capita demand for the water supplier for the last 5 years)
- **Emergency rates** -A community may have a separate conservation rate that only goes into effect when the community or governor declares a drought emergency. These higher rates can help to protect the city budgets during times of significantly less water usage.

****Conservation Neutral****

- **Uniform rate**: rate per unit used is the same regardless of the volume used
- **Odd/even day watering** –This approach reduces peak demand on a daily basis for system operation, but it does not reduce overall water use.

***** Non-Conserving *****

- **Service charge or base fee with water volume:** an amount of water larger than the average residential per capita demand for the water supplier for the last 5 years
- **Declining block rate:** the rate per unit used decreases as water use increases.
- **Flat rate:** one fee regardless of how much water is used (usually unmetered).

Provide justification for any conservation neutral or non-conserving rate structures. If intending to adopt a conservation rate structure, include the timeframe to do so:

Objective 7: Additional strategies to Reduce Water Use and Support Wellhead Protection Planning

Development and redevelopment projects can provide additional water conservation opportunities, such as the actions listed below. If a Uniform Rate Structure is in place, the water supplier must provide a Water Conservation Program that includes at <u>least two</u> of the actions listed below. Check those actions that you intent to implement within the next 10 years.

Table 28. Additional strategies to Reduce Water Use & Support Wellhead Protection

☐	Participate in the GreenStep Cities Program, including implementation of at least one of the 20 "Best Practices" for water
☐	Prepare a master plan for smart growth (compact urban growth that avoids sprawl)
☐	Prepare a comprehensive open space plan (areas for parks, green spaces, natural areas)
☐	Adopt a water use restriction ordinance (lawn irrigation, car washing, pools, etc.)
☐	Adopt an outdoor lawn irrigation ordinance
☐	Adopt a private well ordinance (private wells in a city must comply with water restrictions)
☐	Implement a stormwater management program

☐	Adopt non-zoning wetlands ordinance (can further protect wetlands beyond state/federal laws-for vernal pools, buffer areas, restrictions on filling or alterations)
☐	Adopt a water offset program (primarily for new development or expansion)
☒	Implement a water conservation outreach program
☐	Hire a water conservation coordinator (part-time)
☐	Implement a rebate program for water efficient appliances, fixtures, or outdoor water management
☒	Revise the commercial development ordinance to allow low water landscaping practices and eliminate the requirement for installation of an irrigation system.

Objective 8: Tracking Success: How will you track or measure success through the next ten years?

We will keep a record of new commercial developments that are constructed with low water or no water landscaping plans. We will record contacts and successes through the water conservation outreach program.

Tip: The process to monitor demand reduction and/or a rate structure includes:

a) The DNR Hydrologist will call or visit the community the first 1-3 years after the water supply plan is completed.
b) They will discuss what activities the community is doing to conserve water and if they feel their actions are successful. The Water Supply Plan, Part 3 tables and responses will guide the discussion. For example, they will discuss efforts to reduce unaccounted for water loss if that is a problem, or go through Tables 33, 34 and 35 to discuss new initiatives.
c) The city representative and the hydrologist will discuss total per capita water use, residential per capita water use, and business/industry use. They will note trends.
d) They will also discuss options for improvement and/or collect case studies of success stories to share with other communities. One option may be to change the rate structure, but there are many other paths to successful water conservation.
e) If appropriate, they will cooperatively develop a simple work plan for the next few years, targeting a couple areas where the city might focus efforts.

A. Regulation

Complete Table 29 by selecting which regulations are used to reduce demand and improve water efficiencies. Add additional rows as needed.

Copies of adopted regulations or proposed restrictions or should be included in **Appendix 10** (a list with hyperlinks is acceptable).

Table 29. Regulations for short-term reductions in demand and long-term improvements in water efficiencies

Regulations Utilized	When is it applied (in effect)?
☒ Rainfall sensors required on landscape irrigation systems	☒ Ongoing

Regulations Utilized	When is it applied (in effect)?
Commercial, Parks and City Own Properties	☐ Seasonal ☐ Only during declared Emergencies
☐ Water efficient plumbing fixtures required	☐ New development ☐ Replacement ☐ Rebate Programs
☒ Critical/Emergency Water Deficiency ordinance	☒ Only during declared Emergencies
☒ Watering restriction requirements (time of day, allowable days, etc.) Odd/ Even Day, Time of day watering restrictions are enforced	☒ Odd/even ☐ 2 days/week ☐ Only during declared Emergencies
☐ Water waste prohibited (for example, having a fine for irrigators spraying on the street)	☐ Ongoing ☐ Seasonal ☐ Only during declared Emergencies
☐ Limitations on turf areas (requiring lots to have 10% - 25% of the space in natural areas)	☐ New development ☐ Shoreland/zoning ☐ Other
☒ Soil preparation requirement s (after construction, requiring topsoil to be applied to promote good root growth) Approved topsoil is required under sod for all new construction projects.	☒ New Development ☐ Construction Projects ☐ Other
☒ Tree ratios (requiring a certain number of trees per square foot of lawn)	☒ New development ☐ Shoreland/zoning ☐ Other
☐ Permit to fill swimming pool and/or requiring pools to be covered (to prevent evaporation)	☐ Ongoing ☐ Seasonal ☐ Only during declared Emergencies
☐ Ordinances that permit stormwater irrigation, reuse of water, or other alternative water use (Note: be sure to check current plumbing codes for updates)	☐ Describe

B. Retrofitting Programs

Education and incentive programs aimed at replacing inefficient plumbing fixtures and appliances can help reduce per capita water use, as well as energy costs. It is recommended that municipal water suppliers develop a long-term plan to retrofit public buildings with water efficient plumbing fixtures and appliances. Some water suppliers have developed partnerships with organizations having similar conservation goals, such as electric or gas suppliers, to develop cooperative rebate and retrofit programs.

A study by the AWWA Research Foundation (Residential End Uses of Water, 1999) found that the average indoor water use for a non-conserving home is 69.3 gallons per capita per day (gpcd). The average indoor water use in a conserving home is 45.2 gpcd and most of the decrease in water use is related to water efficient plumbing fixtures and appliances that can reduce water, sewer and energy costs. In Minnesota, certain electric and gas providers are required (Minnesota Statute 216B.241) to fund programs that will conserve energy resources and some utilities have distributed water efficient showerheads to customers to help reduce energy demands required to supply hot water.

Retrofitting Programs

Complete Table 30 by checking which water uses are targeted, the outreach methods used, the measures used to identify success, and any participating partners.

Table 30. Retrofitting programs (Select all that apply)

Water Use Targets	Outreach Methods	Partners
☐ Low flush toilets, ☒ Toilet leak tablets, ☐ Low flow showerheads, ☐ Faucet aerators;	☒ Education about leak detection ☒ Free distribution of toilet leak kits ☐ Rebate for ☐ Other	☐ Gas company ☐ Electric company ☐ Watershed organization
☐ Water conserving washing machines, ☐ Dish washers, ☐ Water softeners;	☐ Education about ☐ Free distribution of ☐ Rebate for ☐ Other	☐ Gas company ☐ Electric company ☐ Watershed organization
☒ Rain gardens, ☒ Rain barrels, ☒ Native/drought tolerant landscaping, etc.	☒ Education about rain gardens, rain barrels ☐ Free distribution of ☐ Rebate for ☐ Other	☐ Gas company ☐ Electric company ☒ Watershed organization

Briefly discuss measures of success from the above table (e.g. number of items distributed, dollar value of rebates, gallons of water conserved, etc.):

We will record and report on the number of rain gardens, rain barrels and native landscaping areas installed. We will continue to provide toilet leak tablets and information on detecting other leaks in homes and businesses.

C. Education and Information Programs

Customer education should take place in three different circumstances. First, customers should be provided information on how to conserve water and improve water use efficiencies. Second, information should be provided at appropriate times to address peak demands. Third, emergency notices and educational materials about how to reduce water use should be available for quick distribution during an emergency.

Proposed Education Programs

Complete Table 31 by selecting which methods are used to provide water conservation and information, including the frequency of program components. Select all that apply and add additional lines as needed.

Table 31. Current and Proposed Education Programs

Education Methods	General summary of topics	#/Year	Frequency
Billing inserts or tips printed on the actual bill	- Water conservation topics - Odd/ Even information - How much water does irrigation use	2	☐ Ongoing ☒ Seasonal ☐ Only during declared emergencies
Consumer Confidence Reports		1	☒ Ongoing ☐ Seasonal ☐ Only during declared emergencies
Press releases to traditional local news outlets (e.g., newspapers, radio and TV)			☐ Ongoing ☐ Seasonal ☐ Only during declared emergencies
Social media distribution (e.g., emails, Facebook, Twitter)	- Water conservation topics - Odd/ Even information - How much water does irrigation use		☒ Ongoing ☒ Seasonal ☐ Only during declared emergencies
Paid advertisements (e.g., billboards, print media, TV, radio, web sites, etc.)			☐ Ongoing ☐ Seasonal ☐ Only during declared emergencies
Presentations to community groups			☐ Ongoing ☐ Seasonal ☐ Only during declared emergencies
Staff training			☐ Ongoing ☐ Seasonal ☐ Only during declared emergencies
Facility tours			☐ Ongoing ☐ Seasonal ☐ Only during declared emergencies
Displays and exhibits	Signs for Odd/ Even Ban		☐ Ongoing ☒ Seasonal ☐ Only during declared emergencies
Marketing rebate programs (e.g., indoor fixtures & appliances and outdoor practices)			☐ Ongoing ☐ Seasonal ☐ Only during declared emergencies
Community news letters	Odd/ even news letter articles		☐ Ongoing ☒ Seasonal ☐ Only during declared emergencies

Education Methods	General summary of topics	#/Year	Frequency
Direct mailings (water audit/retrofit kits, showerheads, brochures)			☐ Ongoing ☐ Seasonal ☐ Only during declared emergencies
Information kiosk at utility and public buildings			☐ Ongoing ☐ Seasonal ☐ Only during declared emergencies
Public service announcements			☐ Ongoing ☐ Seasonal ☐ Only during declared emergencies
Cable TV Programs	Odd/ Even Ban		☐ Ongoing ☒ Seasonal ☐ Only during declared emergencies
Demonstration projects (landscaping or plumbing)			☒ Ongoing ☐ Seasonal ☐ Only during declared emergencies
K-12 education programs (Project Wet, Drinking Water Institute, presentations)	Water Tower Tours for local elementary school		☐ Ongoing ☐ Seasonal ☐ Only during declared emergencies
Community events (children's water festivals, environmental fairs)			☐ Ongoing ☐ Seasonal ☐ Only during declared emergencies
Community education classes			☐ Ongoing ☐ Seasonal ☐ Only during declared emergencies
Water week promotions	Well Testing kits provided		☒ Ongoing ☒ Seasonal ☐ Only during declared emergencies
Website (include address: www.cityoframsey.com/utilities-water-system)			☒ Ongoing ☐ Seasonal ☐ Only during declared emergencies
Targeted efforts (large volume users, users with large increases)			☐ Ongoing ☐ Seasonal ☐ Only during declared emergencies
Notices of ordinances			☐ Ongoing ☐ Seasonal

Education Methods	General summary of topics	#/Year	Frequency
			☐ Only during declared emergencies
Emergency conservation notices			☐ Ongoing ☐ Seasonal ☐ Only during declared emergencies
Other: City website	Page on Xeriscapes, Hardscape Page on Water Conservation Grant Opportunities Page on Irrigation Do's and Do Not's		☒ Ongoing ☐ Seasonal ☐ Only during declared emergencies

Briefly discuss what future education and information activities your community is considering in the future:

The City meets with school age children once a year about water conservation, future water conservation practices, irrigation calculator, website and newsletter articles.
We will continue this practice and expand the audience when the opportunity arises.

Part 4. ITEMS FOR METROPOLITAN AREA COMMUNITIES

Minnesota Statute 473.859 requires WSPs to be completed for all local units of government in the seven-county Metropolitan Area as part of the local comprehensive planning process.

Much of the information in Parts 1-3 addresses water demand for the next 10 years. However, additional information is needed to address water demand through 2040, which will make the WSP consistent with the Metropolitan Land Use Planning Act, upon which the local comprehensive plans are based.

This Part 4 provides guidance to complete the WSP in a way that addresses plans for water supply through 2040.

A. Water Demand Projections through 2040

Complete Table 7 in Part 1D by filling in information about long-term water demand projections through 2040. Total Community Population projections should be consistent with the community's system statement, which can be found on the Metropolitan Council's website and which was sent to the community in September 2015.

Projected Average Day, Maximum Day, and Annual Water Demands may either be calculated using the method outlined in *Appendix 2* of the *2015 Master Water Supply Plan* or by a method developed by the individual water supplier.

B. Potential Water Supply Issues

Complete Table 10 in Part 1E by providing information about the potential water supply issues in your community, including those that might occur due to 2040 projected water use.

The *Master Water Supply Plan* provides information about potential issues for your community in *Appendix 1 (Water Supply Profiles).* This resource may be useful in completing Table 10.

You may document results of local work done to evaluate impact of planned uses by attaching a feasibility assessment or providing a citation and link to where the plan is available electronically.

C. Proposed Alternative Approaches to Meet Extended Water Demand Projections

Complete Table 12 in Part 1F with information about potential water supply infrastructure impacts (such as replacements, expansions or additions to wells/intakes, water storage and treatment capacity, distribution systems, and emergency interconnections) of extended plans for development and redevelopment, in 10-year increments through 2040. It may be useful to refer to information in the community's local Land Use Plan, if available.

Complete Table 14 in Part 1F by checking each approach your community is considering to meet future demand. For each approach your community is considering, provide information about the amount of future water demand to be met using that approach, the timeframe to

implement the approach, potential partners, and current understanding of the key benefits and challenges of the approach.
As challenges are being discussed, consider the need for: evaluation of geologic conditions (mapping, aquifer tests, modeling), identification of areas where domestic wells could be impacted, measurement and analysis of water levels & pumping rates, triggers & associated actions to protect water levels, etc.

D. Value-Added Water Supply Planning Efforts (Optional)

The following information is not required to be completed as part of the local water supply plan, but completing this can help strengthen source water protection throughout the region and help Metropolitan Council and partners in the region to better support local efforts.

Source Water Protection Strategies

Does a Drinking Water Supply Management Area for a neighboring public water supplier overlap your community? Yes ☐ No ☒

If you answered no, skip this section. If you answered yes, please complete Table 32 with information about new water demand or land use planning-related local controls that are being considered to provide additional protection in this area.

Table 32. Local controls and schedule to protect Drinking Water Supply Management Areas

Local Control	Schedule to Implement	Potential Partners
☐ None at this time		
☐ Comprehensive planning that guides development in vulnerable drinking water supply management areas		
☐ Zoning overlay		
☐ Other:		

Technical assistance

From your community's perspective, what are the most important topics for the Metropolitan Council to address, guided by the region's Metropolitan Area Water Supply Advisory Committee and Technical Advisory Committee, as part of its ongoing water supply planning role?

- ☒ Coordination of state, regional and local water supply planning roles
- ☐ Regional water use goals
- ☐ Water use reporting standards
- ☒ Regional and sub-regional partnership opportunities
- ☐ Identifying and prioritizing data gaps and input for regional and sub-regional analyses
- ☐ Others:

GLOSSARY

Agricultural/Irrigation Water Use - Water used for crop and non-crop irrigation, livestock watering, chemigation, golf course irrigation, landscape and athletic field irrigation.

Average Daily Demand - The total water pumped during the year divided by 365 days.

Calcareous Fen - Calcareous fens are rare and distinctive wetlands dependent on a constant supply of cold groundwater. Because they are dependent on groundwater and are one of the rarest natural communities in the United States, they are a protected resource in MN. Approximately 200 have been located in Minnesota. They may not be filled, drained or otherwise degraded.

Commercial/Institutional Water Use - Water used by motels, hotels, restaurants, office buildings, commercial facilities and institutions (both civilian and military). Consider maintaining separate institutional water use records for emergency planning and allocation purposes. Water used by multi-family dwellings, apartment buildings, senior housing complexes, and mobile home parks should be reported as Residential Water Use.

Commercial/Institutional/Industrial (C/I/I) Water Sold - The sum of water delivered for commercial/institutional or industrial purposes.

Conservation Rate Structure - A rate structure that encourages conservation and may include increasing block rates, seasonal rates, time of use rates, individualized goal rates, or excess use rates. If a conservation rate is applied to multifamily dwellings, the rate structure must consider each residential unit as an individual user. A community may have a separate conservation rate that only goes into effect when the community or governor declares a drought emergency. These higher rates can help to protect the city budgets during times of significantly less water usage.

Date of Maximum Daily Demand - The date of the maximum (highest) water demand. Typically this is a day in July or August.

Declining Rate Structure - Under a declining block rate structure, a consumer pays less per additional unit of water as usage increases. This rate structure does not promote water conservation.

Distribution System - Water distribution systems consist of an interconnected series of pipes, valves, storage facilities (water tanks, water towers, reservoirs), water purification facilities, pumping stations, flushing hydrants, and components that convey drinking water and meeting fire protection needs for cities, homes, schools, hospitals, businesses, industries and other facilities.

Flat Rate Structure - Flat fee rates do not vary by customer characteristics or water usage. This rate structure does not promote water conservation.

Industrial Water Use - Water used for thermonuclear power (electric utility generation) and other industrial use such as steel, chemical and allied products, paper and allied products, mining, and petroleum refining.

Low Flow Fixtures/Appliances - Plumbing fixtures and appliances that significantly reduce the amount of water released per use are labeled "low flow". These fixtures and appliances use just enough water to be effective, saving excess, clean drinking water that usually goes down the drain.

Maximum Daily Demand - The maximum (highest) amount of water used in one day.

Metered Residential Connections - The number of residential connections to the water system that have meters. For multifamily dwellings, report each residential unit as an individual user.

Percent Unmetered/Unaccounted For - Unaccounted for water use is the volume of water withdrawn from all sources minus the volume of water delivered. This value represents water "lost" by miscalculated water use due to inaccurate meters, water lost through leaks, or water that is used but unmetered or otherwise undocumented. Water used for public services such as hydrant flushing, ice skating rinks, and public swimming pools should be reported under the category "Water Supplier Services".

Population Served - The number of people who are served by the community's public water supply system. This includes the number of people in the community who are connected to the public water supply system, as well as people in neighboring communities who use water supplied by the community's public water supply system. It should not include residents in the community who have private wells or get their water from neighboring water supply.

Residential Connections - The total number of residential connections to the water system. For multifamily dwellings, report each residential unit as an individual user.

Residential Per Capita Demand - The total residential water delivered during the year divided by the population served divided by 365 days.

Residential Water Use - Water used for normal household purposes such as drinking, food preparation, bathing, washing clothes and dishes, flushing toilets, and watering lawns and gardens. Should include all water delivered to single family private residences, multi-family dwellings, apartment buildings, senior housing complexes, mobile home parks, etc.

Smart Meter - Smart meters can be used by municipalities or by individual homeowners. Smart metering generally indicates the presence of one or more of the following:

- Smart irrigation water meters are controllers that look at factors such as weather, soil, slope, etc. and adjust watering time up or down based on data. Smart controllers in a typical summer will reduce water use by 30%-50%. Just changing the spray nozzle to new efficient models can reduce water use by 40%.
- Smart Meters on customer premises that measure consumption during specific time periods and communicate it to the utility, often on a daily basis.
- A communication channel that permits the utility, at a minimum, to obtain meter reads on demand, to ascertain whether water has recently been flowing through the meter and onto the premises, and to issue commands to the meter to perform specific tasks such as disconnecting or restricting water flow.

Total Connections - The number of connections to the public water supply system.
Total Per Capita Demand - The total amount of water withdrawn from all water supply sources during the year divided by the population served divided by 365 days.
Total Water Pumped - The cumulative amount of water withdrawn from all water supply sources during the year.
Total Water Delivered - The sum of residential, commercial, industrial, institutional, water supplier services, wholesale and other water delivered.
Ultimate (Full Build-Out) - Time period representing the community's estimated total amount and location of potential development, or when the community is fully built out at the final planned density.
Unaccounted (Non-revenue) Loss - See definitions for "percent unmetered/unaccounted for loss".
Uniform Rate Structure - A uniform rate structure charges the same price-per-unit for water usage beyond the fixed customer charge, which covers some fixed costs. The rate sends a price signal to the customer because the water bill will vary by usage. Uniform rates by class charge the same price-per-unit for all customers within a customer class (e.g. residential or non-residential). This price structure is generally considered less effective in encouraging water conservation.
Water Supplier Services - Water used for public services such as hydrant flushing, ice skating rinks, public swimming pools, city park irrigation, back-flushing at water treatment facilities, and/or other uses.
Water Used for Nonessential Purposes - Water used for lawn irrigation, golf course and park irrigation, car washes, ornamental fountains, and other non-essential uses.
Wholesale Deliveries - The amount of water delivered in bulk to other public water suppliers.

Acronyms and Initialisms

AWWA – American Water Works Association
C/I/I – Commercial/Institutional/Industrial
CIP – Capital Improvement Plan
GIS – Geographic Information System
GPCD – Gallons per capita per day
GWMA – Groundwater Management Area – North and East Metro, Straight River, Bonanza,
MDH – Minnesota Department of Health
MGD – Million gallons per day
MG – Million gallons
MGL – Maximum Contaminant Level
MnTAP – Minnesota Technical Assistance Program (University of Minnesota)

MPARS – MN/DNR Permitting and Reporting System (new electronic permitting system)

MRWA – Minnesota Rural Waters Association

SWP – Source Water Protection

WHP – Wellhead Protection

APPENDICES TO BE SUBMITTED BY THE WATER SUPPLIER

Appendix 1: Well records and maintenance summaries – see Part 1C
Appendix 2: Water level monitoring plan – see Part 1E
Appendix 3: Water level graphs for each water supply well - see Part 1E
Appendix 4: Capital Improvement Plan - see Part 1E
Appendix 5: Emergency Telephone List – see Part 2C
Appendix 6: Cooperative Agreements for Emergency Services – see Part 2C
Appendix 7: Municipal Critical Water Deficiency Ordinance – see Part 2C
Appendix 8: Graph showing annual per capita water demand for each customer category during the last ten-years – see Part 3 Objective 4
Appendix 9: Water Rate Structure – see Part 3 Objective 6
Appendix 10: Adopted or proposed regulations to reduce demand or improve water efficiency – see Part 3 Objective 7
Appendix 11: Implementation Checklist – summary of all the actions that a community is doing, or proposes to do, including estimated implementation dates – see www.mndnr.gov/watersupplyplans

Appendix 1: Well Records and Maintenance Summaries

Well Records and Maintenance Summaries

Well No.	Construction	Maintenance	Type
1	1985		
2	1987		
3	1997		
4	1998	2013	Replace VFD
5	2000		
6	2005		
7	2007	2016	Replace check valve and drop pipe
8	2007		

Appendix 2: Water Level Monitoring Plan – see Part 1E

Water Level Monitoring Plan for the City of Ramsey

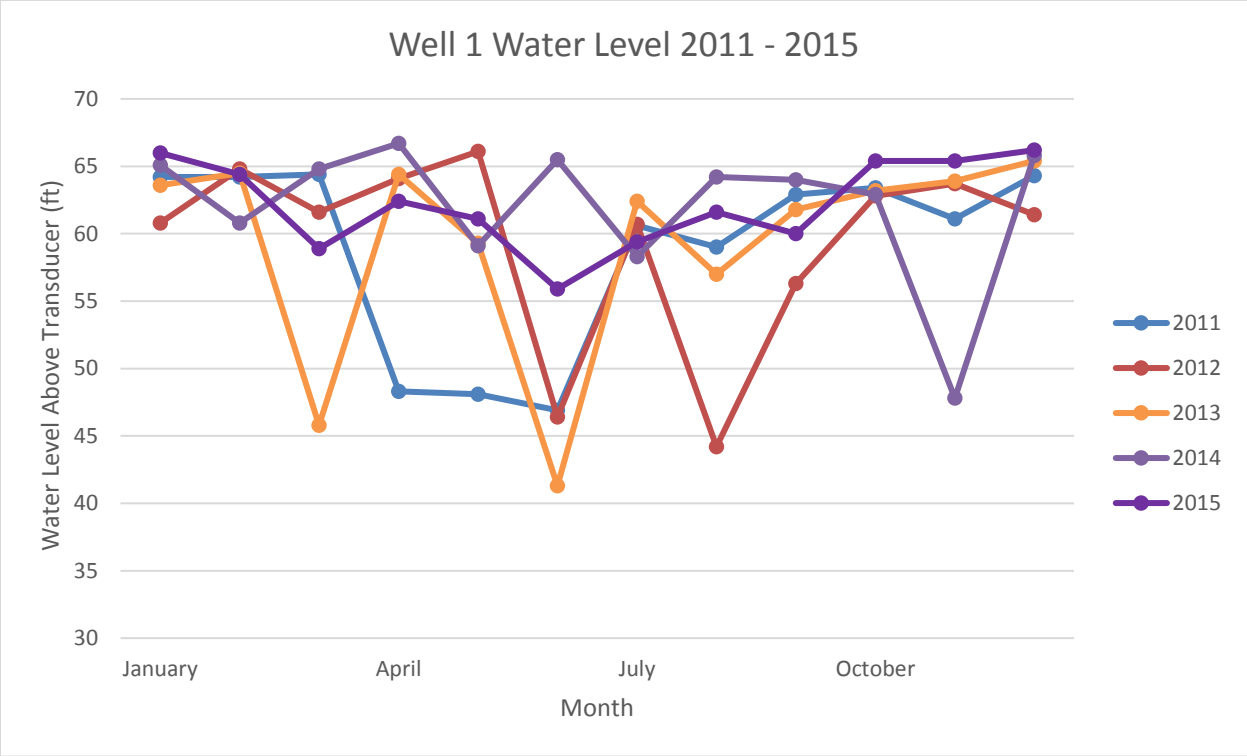
1. Purpose of the Water Level Monitoring Plan
   The purpose of the Water Level Monitoring Plan is to document the water level for wells 1 – 8 to track the seasonal variation in water levels and the long-term trends for each well.
2. Data Collection Method
   The water level is measured by recording the depth to water in feet from the top of the casing located at each will. The top of the casing is 2.5 feet above the ground surface for each well. The depth to water for each well is measured with a SCADA system.
3. Measurement Frequency and Timing
   The depth to water for each will is recorded on the last day of the month. The time the measurement is taken for each well is shown in Table 1.

Table 1 – Well Locations and Schedule for Water Level Readings

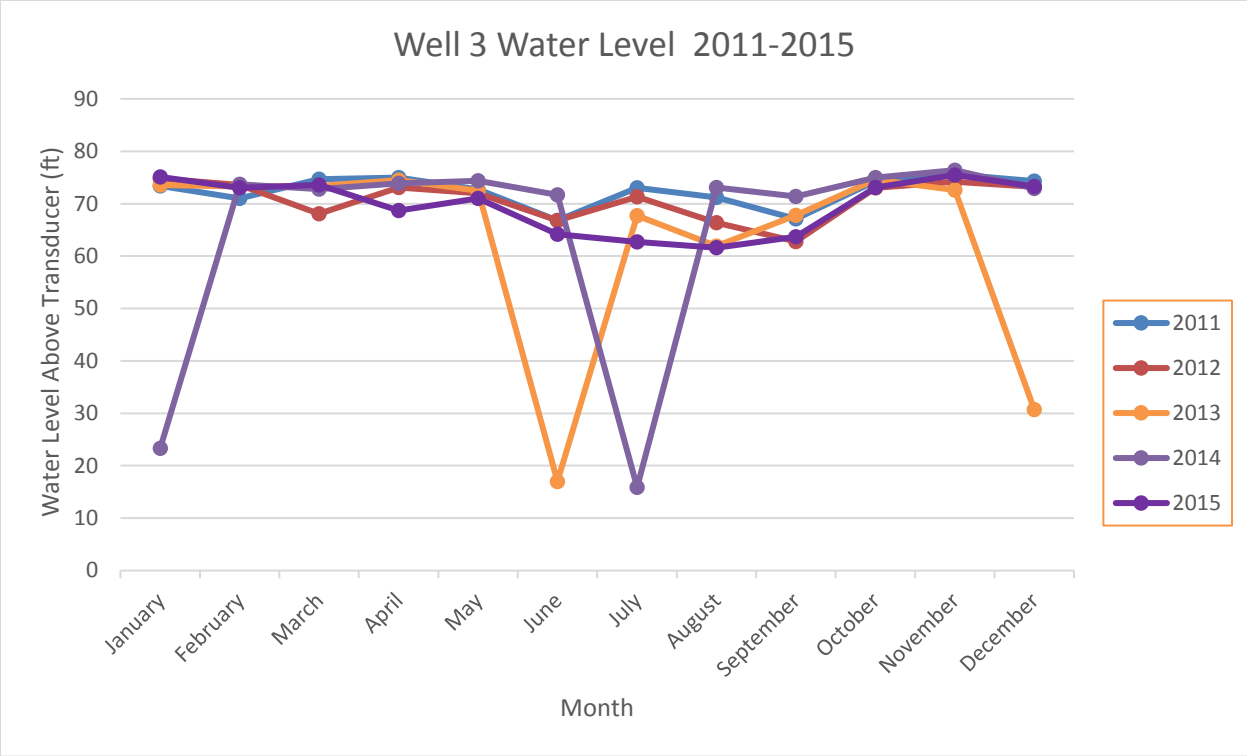
Permittee Well Number:	MDH Unique Well Number:	Well Address:	DNR Permit Number:	Measurement Frequency	SCADA Measurement Timing
1	161441	T32-R25-SEC 25-DCCA	1985-6005	1x/month (Last Day of Month)	11:30 pm
2	416183	T32-R25-SEC 25-ABAB	1985-6005	1x/month (Last Day of Month)	11:30 pm
3	580303	T32-R25-SEC 28-AACD	1985-6005	1x/month (Last Day of Month)	11:30 pm
4	580313	T32-R25-SEC 28-ABCC	1985-6005	1x/month (Last Day of Month)	11:30 pm
5	593672	T32-R25-SEC 28-ACCC	1985-6005	1x/month (Last Day of Month)	11:30 pm
6	706840	T32-R25-SEC 28-BCDC	1985-6005	1x/month (Last Day of Month)	11:30 pm
7	743832	T32-R25-SEC 20-DDAA	1985-6005	1x/month (Last Day of Month)	11:30 pm

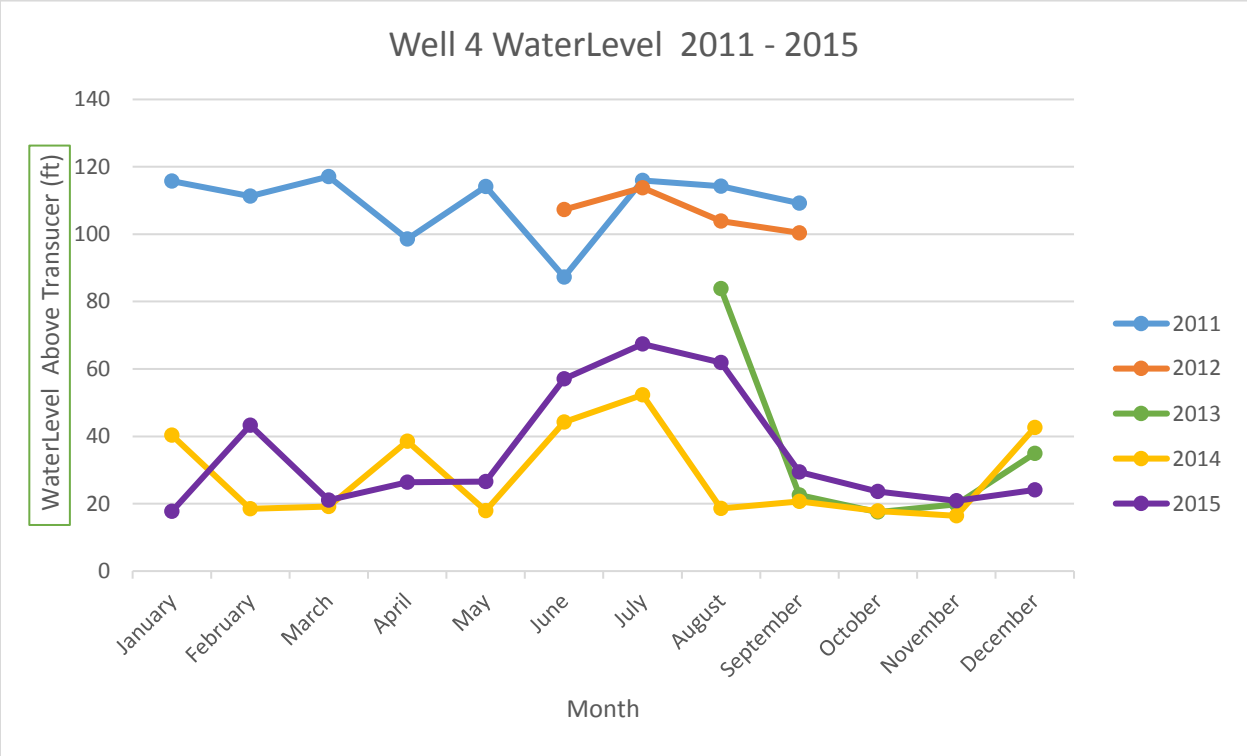
	731127	T32-R25-SEC 21-CCCC	1985-6005	Continuous	30 Min
8	743833	T32-R28-SEC 28-BABD	1985-6005	1x/month (Last Day of Month)	11:30 pm

Appendix 3: Water Level Graphs for Each Water Supply Well

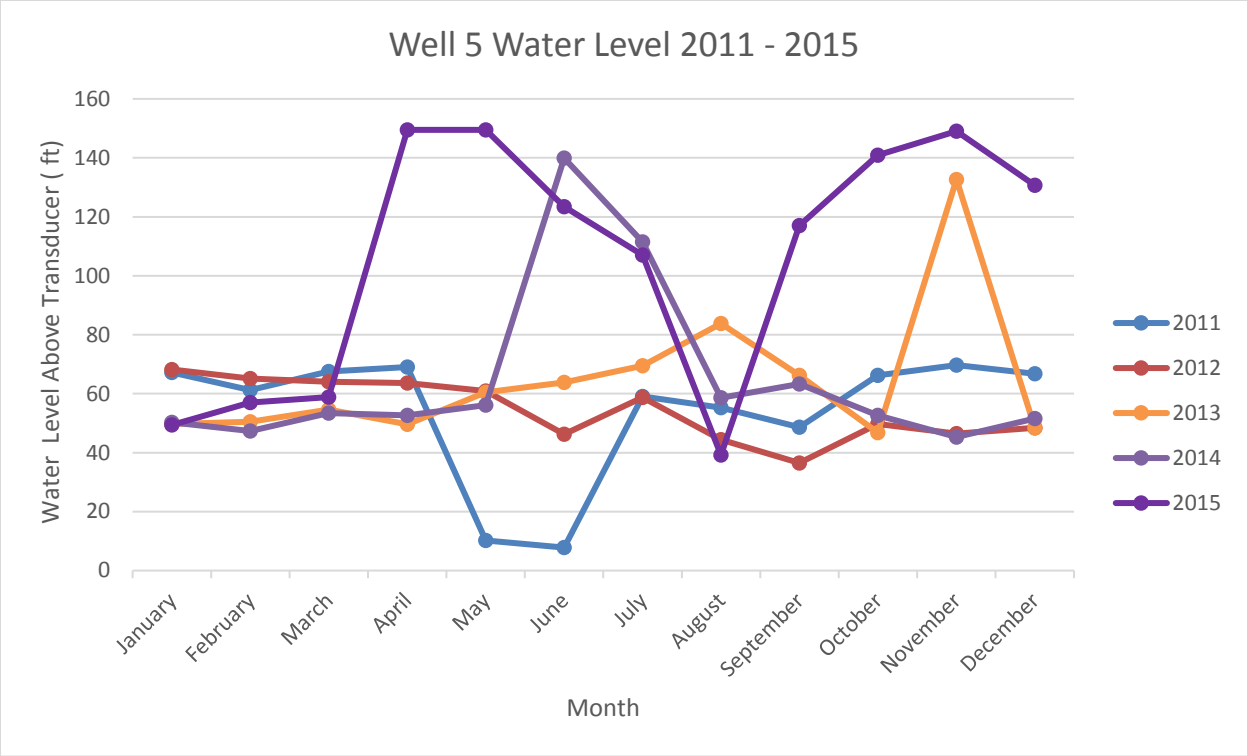


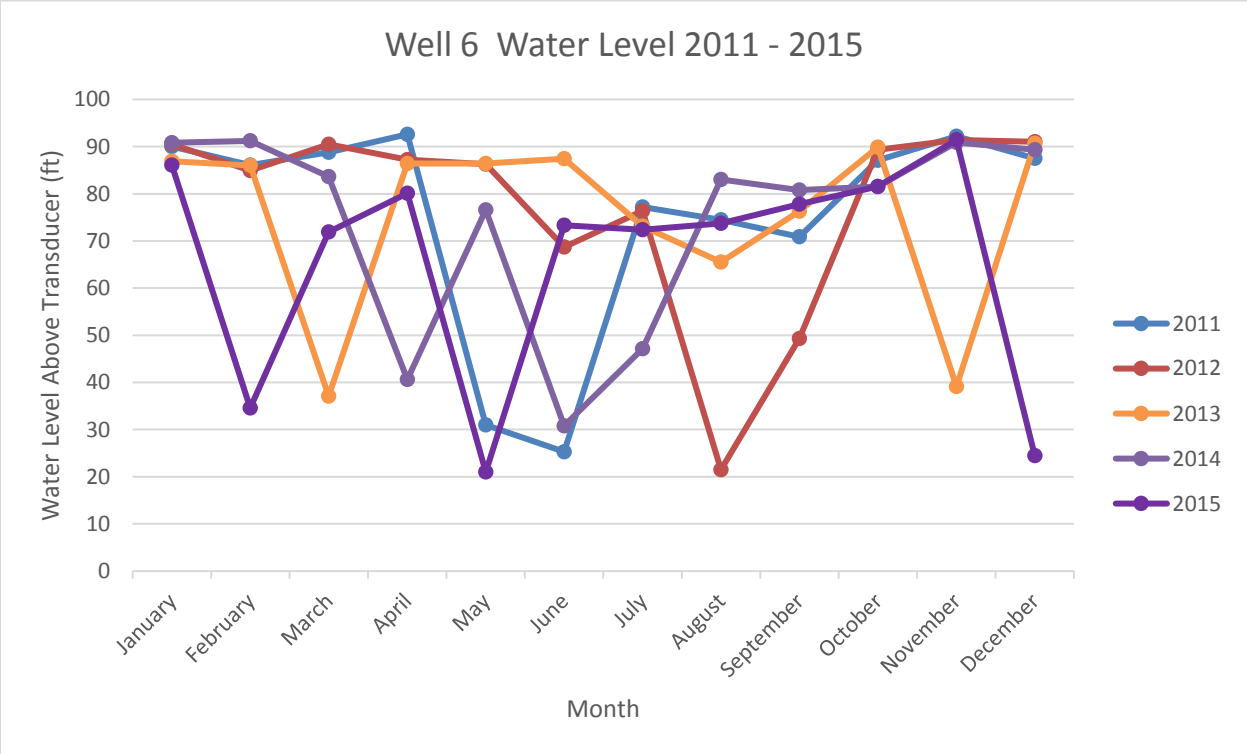
Well 2 is only used for extreme demand periods. It was not used in this period.

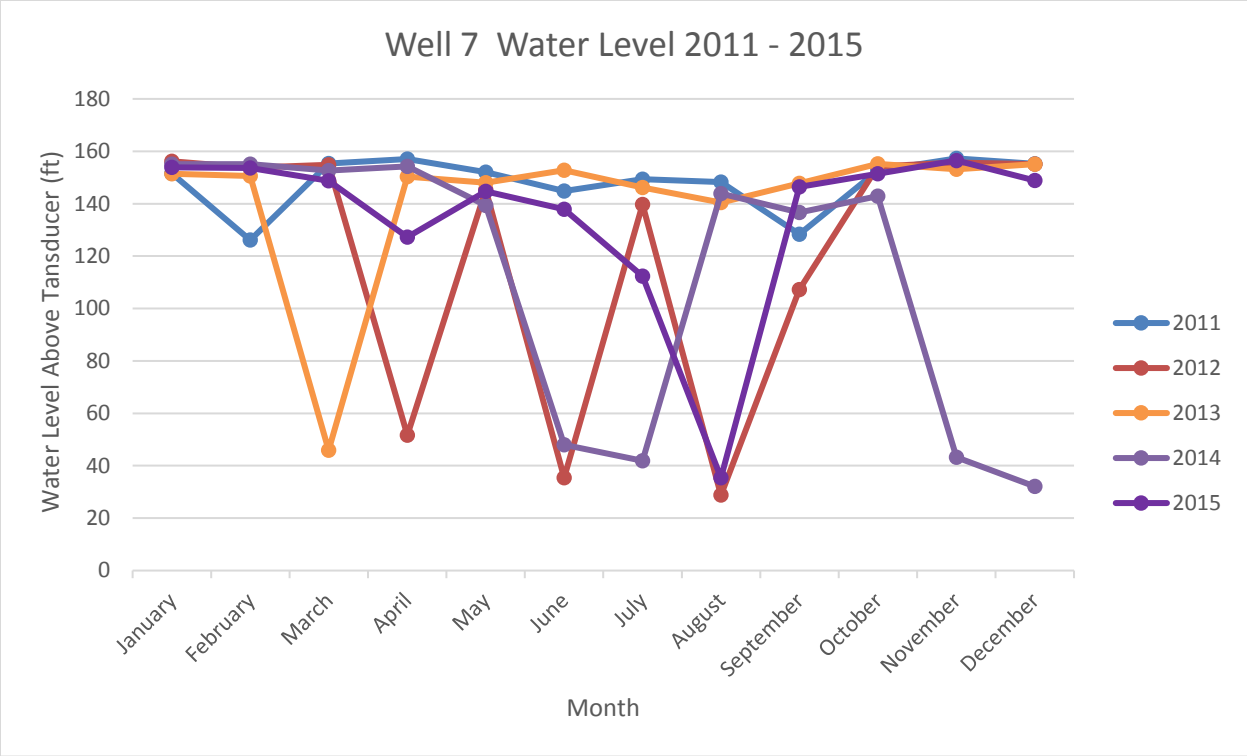


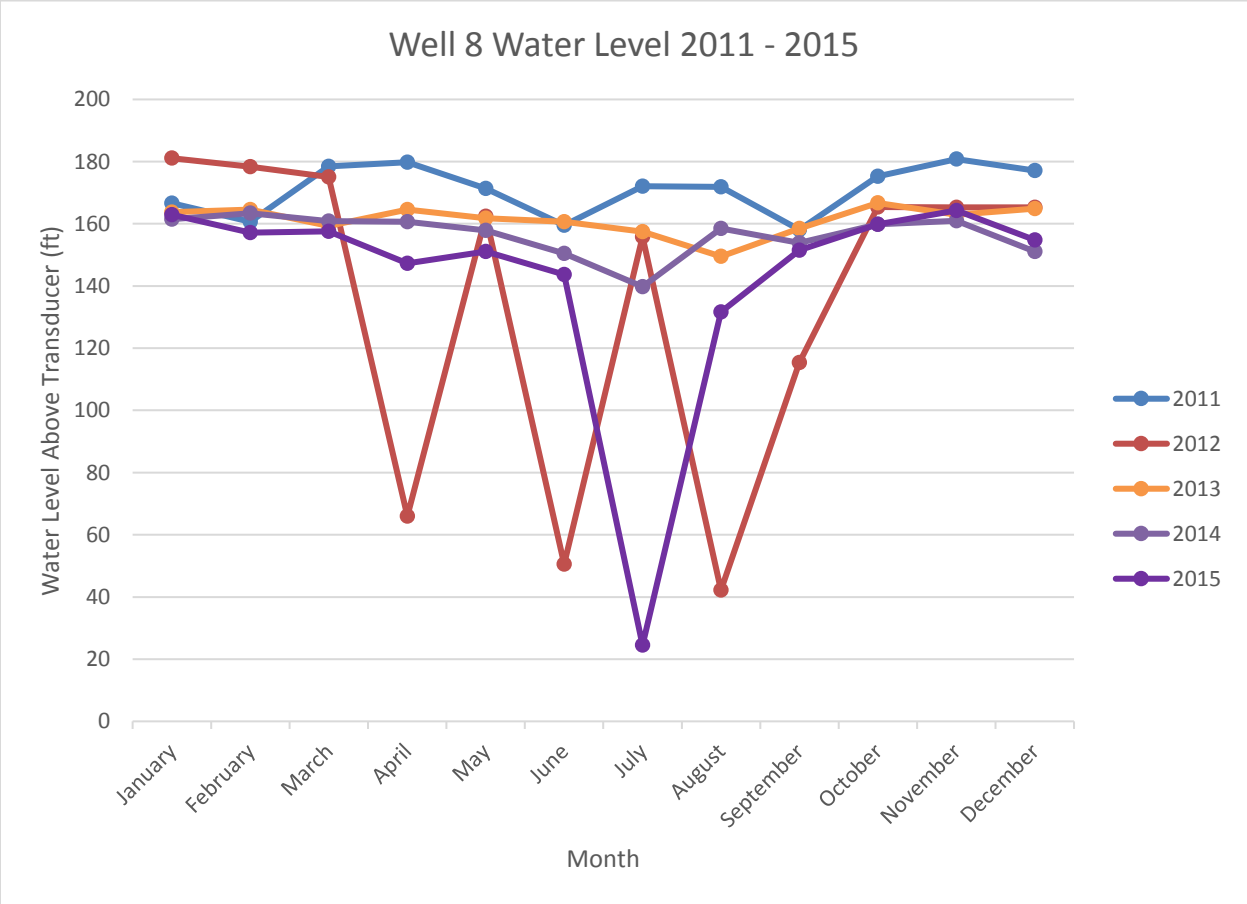


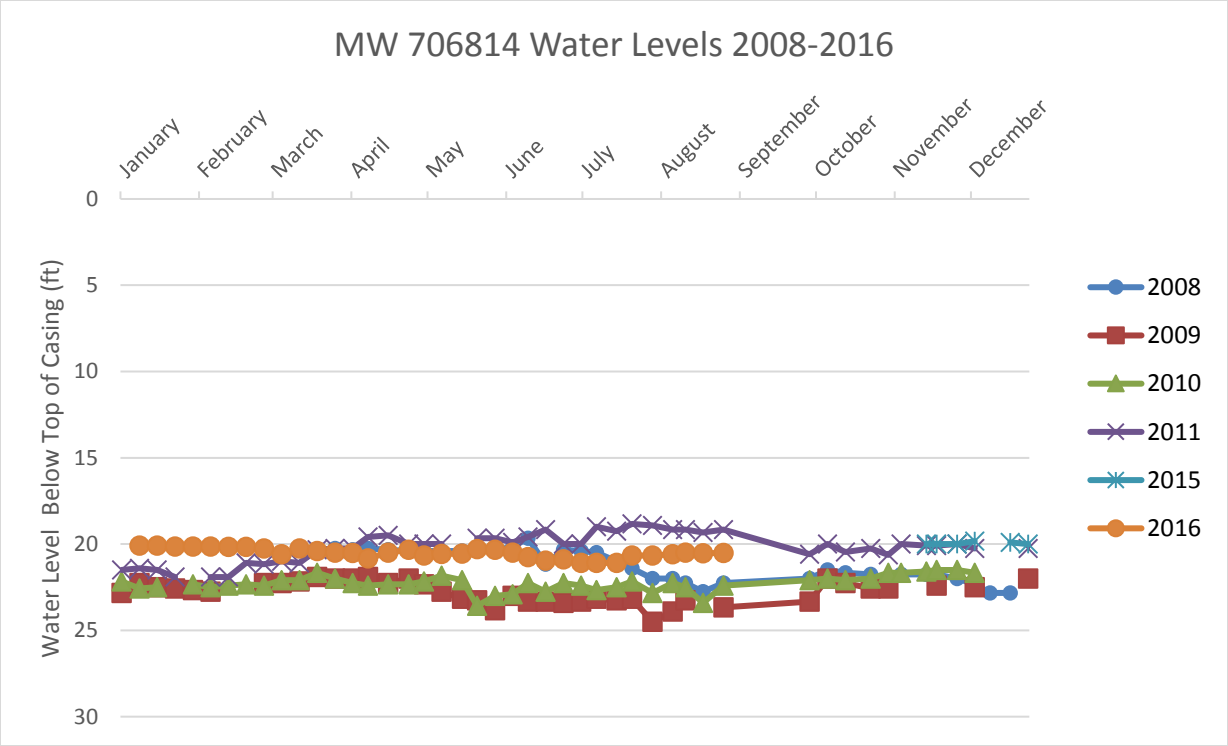
The Well 4 transducer was malfunctioning in late 2011 and early 2012 so there is no data for this period.

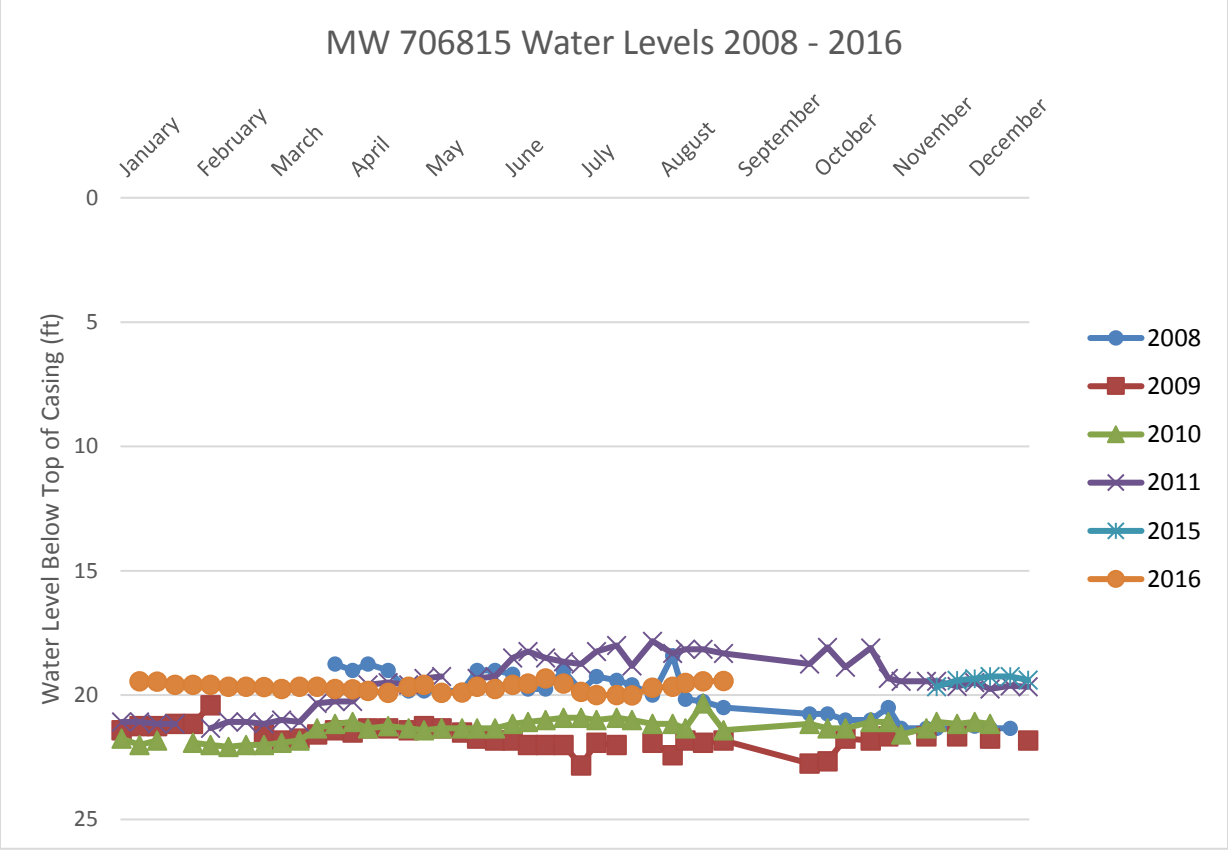

Well 5 Water Level 2011 - 2015
Water Level Above Transducer (ft)
160
140
120
100
80
60
40
20
0
January
February
March
April
May
June
July
August
September
October
November
December
Month
2011
2012
2013
2014
2015

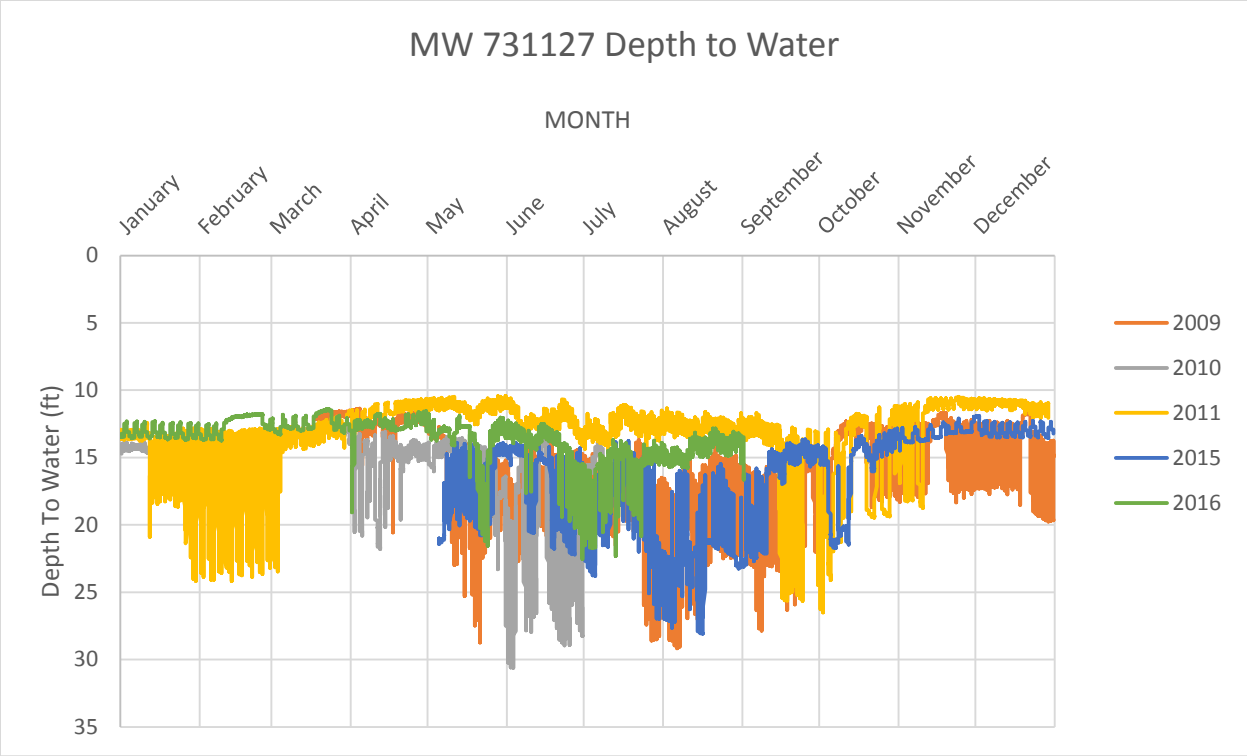

Well 6 Water Level 2011 - 2015
Water Level Above Transducer (ft)
100
90
80
70
60
50
40
30
20
10
0
January
February
March
April
May
June
July
August
September
October
November
December
Month
2011
2012
2013
2014
2015

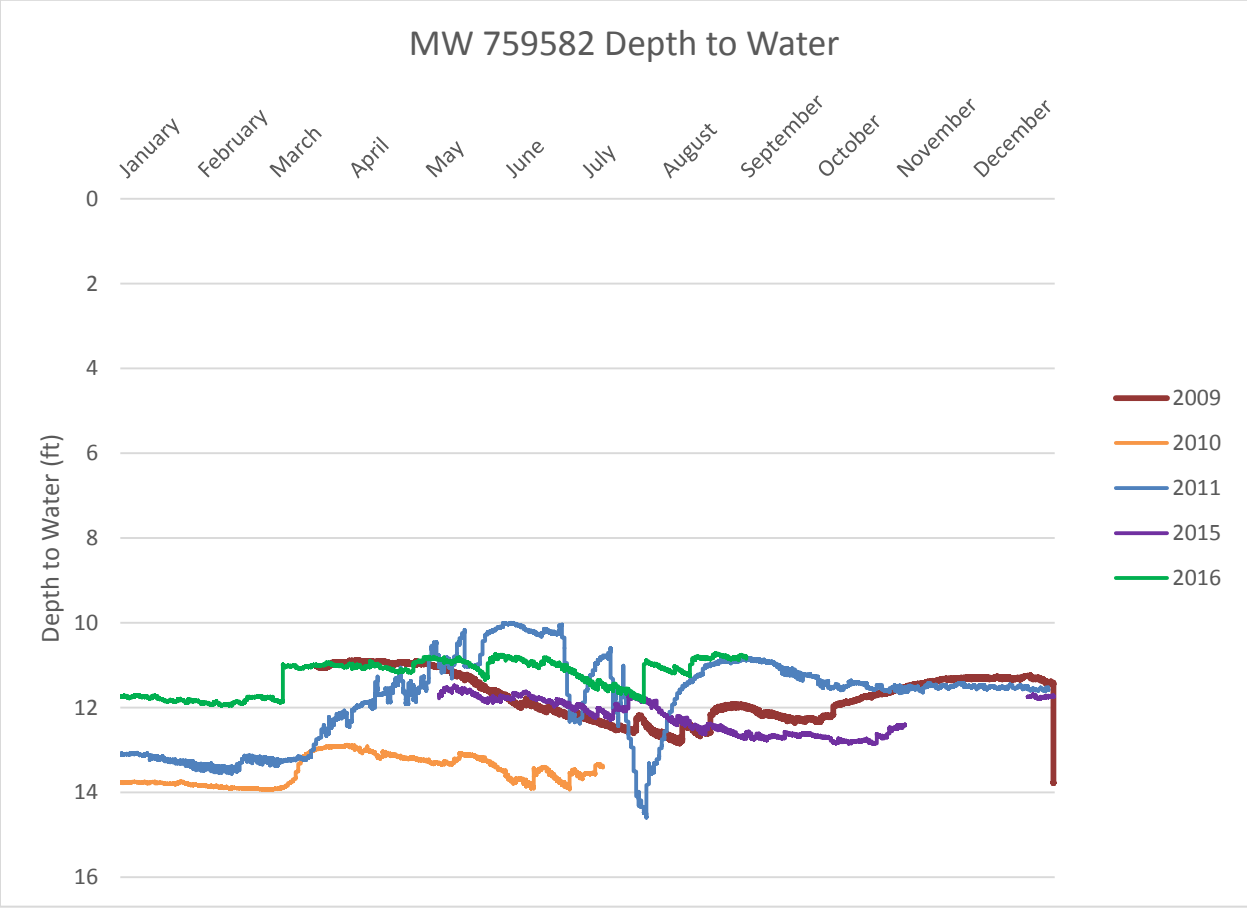

Well 7 Water Level 2011 - 2015
Water Level Above Tansducer (ft)
180
160
140
120
100
80
60
40
20
0
January
February
March
April
May
June
July
August
September
October
November
December
Month
2011
2012
2013
2014
2015


Well 8 Water Level 2011 - 2015
Water Level Above Transducer (ft)
200
180
160
140
120
100
80
60
40
20
0
January
February
March
April
May
June
July
August
September
October
November
December
Month
2011
2012
2013
2014
2015


MW 706814 Water Levels 2008-2016
January
February
March
April
May
June
July
August
September
October
November
December
0
5
10
15
20
25
30
Water Level Below Top of Casing (ft)
2008
2009
2010
2011
2015
2016


MW 706815 Water Levels 2008 - 2016
January
February
March
April
May
June
July
August
September
October
November
December
0
5
10
15
20
25
Water Level Below Top of Casing (ft)
2008
2009
2010
2011
2015
2016


MW 731127 Depth to Water
MONTH
January
February
March
April
May
June
July
August
September
October
November
December
Depth To Water (ft)
0
5
10
15
20
25
30
35
2009
2010
2011
2015
2016


MW 759582 Depth to Water
January
February
March
April
May
June
July
August
September
October
November
December
Depth to Water (ft)
0
2
4
6
8
10
12
14
16
2009
2010
2011
2015
2016

Appendix 4: Capital Improvement Plan

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	3-Existing Obligation (Med)
Status	Active
Total Cost	$60,000

Description

Install brick exterior to match building style of The COR buildings; landscape to match streetscape.

Justification

The intent is to have the building and grounds match The COR and adjacent developments.

Expenditures	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	Total
Improvements Other than Building Cost		60,000									60,000
Total		**60,000**									**60,000**

Funding Sources	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	Total
Water Utility Fund		60,000									60,000
Total		**60,000**									**60,000**

229

Project #	04-WTR-009
Project Name	The COR Bunker Lake Blvd (Armstrong - Ramsey Blvd)

Department	Water Utility
Contact	Unassigned
Type	Improvement
Useful Life	60 Years
Category	Water Utility Improvement
Priority	3-Existing Obligation (Med)
Status	Active

Total Cost $340,000

Description

Upgrades Bunker Lake Blvd between Armstrong and Ramsey Blvds, necessitated by the COR Development. Watermain segments along this portion of roadway will be lowered and extended as necessary.

Total Cost for Bunker Lake Blvd. = $4,520,000
Street Improvements: $3,650,000
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 between Ramsey Blvd and Armstrong Blvd to better handle the traffic.

See projects Core Armstrong, Core Hwy 10 and Core Ramsey Blvd and Storm Sewer south of Bunker Lake Blvd.

Expenditures	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	Total
Improvements Other than Building Cost				340,000							340,000
Total				**340,000**							**340,000**

Funding Sources	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	Total
Water Utility Fund				340,000							340,000
Total				**340,000**							**340,000**

Project # 04-WTR-018

Project Name Watermain Looping: (Ramsey Blvd to Traprock St.)

Department Water Utility
Contact Unassigned
Type Improvement
Useful Life 60 Years
Category Water Utility Improvement
Priority 2-New Addition (High)
Status Active

Total Cost $129,250

Description

This project includes the looping of a 12" watermain from Ramsey Blvd to Traprock Street with the extension of Riverdale Drive along the south side of Highway 10.

Watermain Extension (04-WTR-018)	$ 129,250
Stormwater (16-STM-003)	$ 118,120
Street Improvement (12-STR-007)	$ 911,905
Right-of-Way	$ 200,000
*Street Lighting (16-STLT-001)	$ 275,000 (related project not included in costs)
Total Project Cost	$ 1,359,275 (not including street lights)

Justification

Development south of Highway 10 is anticipated as a result of The COR, including through the Mississippi West County Park. The project will provide dependable water pressure and supply to this developing area.

The city was awarded a MNDOT cooperative agreement funds grant to extend Riverdale Drive from Traprock Street to Ramsey Blvd in 2016/2017. Installation of water with street construction will eliminate the need to dig up the street in the future.

Expenditures	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	Total
Improvements Other than Building Cost	129,250										129,250
Total	**129,250**										**129,250**

Funding Sources	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	Total
Water Utility Fund	129,250										129,250
Total	**129,250**										**129,250**

Project # 08-WTR-003
Project Name River Pines Lift Station Water Connection

Department Water Utility
Contact
Type Improvement
Useful Life 50 Years
Category Water Utility Improvement
Priority 5-Opportunity/Unfunded/Placeholder
Status Active

Total Cost $20,000

Description

This project involves extending the watermain in conjunction with extending gravity sewer to the River Pines Lift Station.

Total costs including street & water utility = $120,000.

Justification

This project adds a water loop at the same time a lift station is eliminated.

Expenditures	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	Total
Improvements Other than Building Cost				20,000							20,000
Total				**20,000**							**20,000**

Funding Sources	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	Total
Water Utility Fund				20,000							20,000
Total				**20,000**							**20,000**

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 5-Opportunity/Unfunded/Placeholder
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	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	Total
Improvements Other than Building Cost				55,000							55,000
Total				**55,000**							**55,000**

Funding Sources	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	Total
Water Utility Fund				55,000							55,000
Total				**55,000**							**55,000**

Project #	12-WTR-001
Project Name	Watermain Sunfish Lk Blvd

Department	Water Utility
Contact	
Type	Improvement
Useful Life	50 Years
Category	Water Utility Improvement
Priority	4-New Addition (Med)
Status	Active

Total Cost $450,000

Description

Extend watermain along Sunfish Lake Boulevard from Sunwood Drive to Fox Knoll approx. 4,000 feet.

Justification

This project will complete another watermain loop connection, providing increased fire flows, increased pressure and enhanced system reliability.

Coordinate with development east of Sunfish Lake Blvd.

Expenditures	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	Total
Improvements Other than Building Cost				450,000							450,000
Total				**450,000**							**450,000**

Funding Sources	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	Total
Water Utility Fund				450,000							450,000
Total				**450,000**							**450,000**

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	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	Total
Improvements Other than Building Cost	1,300,000										1,300,000
Total	**1,300,000**										**1,300,000**

Funding Sources	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	Total
Water Utility Fund	1,300,000										1,300,000
Total	**1,300,000**										**1,300,000**

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 3-Existing Obligation (Med)
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	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	Total
Improvements Other than Building Cost		700,000									700,000
Total		**700,000**									**700,000**

Funding Sources	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	Total
Water Utility Fund		700,000									700,000
Total		**700,000**									**700,000**

Project #	16-WTR-001
Project Name	Emergency Power Supply for Well #3

Department	Water Utility
Contact	
Type	Improvement
Useful Life	
Category	Water Utility Improvement
Priority	1-Existing Obligation (High)
Status	Active

Total Cost $115,000

Description

Purchase and install a back up generator for Pumphouse #2, 7301 Bunker Lake Blvd. The generator is 150 KW 480 Volt, 3 phase 60 hz 1800 rpm.

Justification

Currently the City has a backup generator on one well that has the ability to produce 850 gallons per minute (gpm). Our average consumption rate is 1,120 gpm. In the event of a power failure our well cannot keep pace with demand. Well #3 can produce 1,600 gpm so with both wells running we will be able to produce 2,450 gpm, thus able to keep up with demand during a long power outage.

This project includes running a natural gas service to the well house to supply fuel for the generator. The project will also include SCADA upgrades for the site.

Expenditures	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	Total
Improvements Other than Building Cost	115,000										115,000
Total	**115,000**										**115,000**

Funding Sources	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	Total
Water Utility Fund	115,000										115,000
Total	**115,000**										**115,000**

Project # 16-WTR-002
Project Name Construct Well and Pumphouse #9

Department Water Utility
Contact
Type Improvement
Useful Life 50 Years
Category Water Utility Improvement
Priority 5-Opportunity/Unfunded/Placeholder
Status Active

Total Cost $1,775,000

Description

Construct new municipal groundwater supply well with supporting pumphouse and chemical feed system to remove pollutants, including iron and manganese and to add chlorine and fluoride.

A study will be conducted in 2020 to determine a desirable site - $75,000 est.

Justification

This project will provide a ninth municipal groundwater well with pumphouse and chemical feed system to treat the groundwater before supplying for public consumption. This project was added in lieu of the previously proposed surface water supply treatment facility which was removed due to excessively large project costs and a general lack of regional support for funding the proposed surfacewater treatment facility. As the City of Ramsey continues to grow, additional wells or a surface water supply facility will be needed.

Expenditures	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	Total
Improvements Other than Building Cost				75,000			1,700,000				1,775,000
Total				**75,000**			**1,700,000**				**1,775,000**

Funding Sources	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	Total
Water Utility Fund				75,000			1,700,000				1,775,000
Total				**75,000**			**1,700,000**				**1,775,000**

Appendix 5: Emergency Telephone List

Ramsey Emergency Telephone List

Emergency Response Team	Name	Work Telephone	Alternate Telephone
Emergency Response Lead	Matt Kohner	763 433-9859	
Alternate Emergency Response Lead	Jeff Katers	763 433-9882	
Water Operator	John Nelson	763 286-0296	
Public Works Superintendent	Grant Riemer	763 286-0282	
City Engineer	Bruce Westby	763 433-9825	
City Administrator/ Public Communications	Kurt Ulrich	763 433-9845	

State and Local Emergency Response Contacts	Name	Work Telephone	Alternate Telephone
State Incident Duty Officer	Minnesota Duty Officer	651 649-5451 Metro	800 422-0798 Out State
County Emergency Director	Terry Stoltzman	763 421-4760	
National Guard	Minnesota Duty Officer	651 649-5451 Metro	800 422-0798 Out State
Mayor	Sarah Strommen		
Fire Chief	Matt Kohner	763 433-9859	
Sherriff	Anoka County Sheriff	763 427-1212	
Central Communications	Anoka County Sheriff	763 427-1212	
Ambulance	Allina	763 576-9593	
Hospital	Mercy Medical Center	763 236-7144	
Doctor or Medical Facility	Allina Clinic Ramsey	763 236-0000	

State and Local Agencies	Name	Work Telephone	Alternate Telephone
MDH District Engineer			
MDH	Drinking Water Protection	651 201-4700	
State Testing Laboratory	Minnesota Duty Officer	651 649-5451 Metro	800 422-0798 Out State
MPCA	St. Paul Regional Office	651 296-6300	800 657-3864
DNR Area Hydrologist	Kate Drewry	651 259-5753	
Anoka County Environmental Services	Bart Biernat	763 422-6985	
MNWARN	Minnesota Duty Officer	651 649-5451 Metro	800 422-0798 Out State

Utilities	Name	Work Telephone	Alternate Telephone
Electric Company	Connexus Energy	763 323-2660	763 323-2600
Gas Company	CenterPoint Energy	612 372-5050	612 372-4727
Telephone Company	Century Link	763 712-5020	763 712-5002
Utility Locations	Gopher State One Call	800 252-1166	651 454-0002
County Highway Department	Anoka County	763 862-4201	
State Highway Department	MNDOT	651 296-3000	911

Mutual Aid Agreements	Name	Work Telephone	Alternate Telephone
Neighboring Water System	City of Anoka	763 576-2980	763 576-2860
Emergency Water Connection	City of Anoka	763 573-2980	
Materials	HD Supply	952 937-9666	

Technical/ Contracted Services/ Supplies	Name	Work Telephone	Alternate Telephone
MRWA Technical Services	MN Rural Water Association	800 367-6792	
Well Driller/ Repair	E. H. Renner	763 427-6100	
Electrician	3 Way Electric	612 865-3262	
Water Main Repair	Dave Perkins Contracting	763 427-0109	612 363-6459
Chemical Feed	Hawkins Chemical	612 331-9100	
Meter Repair	City of Ramsey	763 433-9861	
SCADA System	Total Control	763 286-7365	
Valves, Pipes and Fittings	Ferguson Water Works	763 560-5200	
Laboratory	Twin Cities Water Clinic	953 935-3556	

Communications	Name	Work Telephone	Alternate Telephone
Newspaper	Star Tribune	612 673-4000	
	Pioneer Press	651 222-1111	
School Superintendent	David Law	763 506-1001	
Property and Casualty Insurance	League of MN Cities	651 281-1200	

Critical Water Users	Name	Work Telephone	Alternate Telephone
Long Term Care Center	Stoney River Assisted Living	612 615-9936	

Appendix 6: Cooperative Agreements for Emergency Services

JOINT POWERS AGREEMENT BETWEEN THE
CITY OF ANOKA AND THE CITY OF RAMSEY
FOR THE SUPPLY OF MUNICIPAL WATER SERVICE
TO PORTIONS OF THE CITY OF RAMSEY

THIS AGREEMENT is entered into between the City of Anoka, Minnesota, a Charter City under the laws of the State of Minnesota ("Anoka"), and the City of Ramsey, Minnesota, a Charter City under the laws of the State of Minnesota ("Ramsey"), on the 14th day of August, 1996.

WHEREAS, both Anoka and Ramsey own and operate municipal water systems for the purpose of providing municipal water service to their citizens, and

WHEREAS, Anoka's and Ramsey's corporate boundaries are adjacent and their respective water systems are in close proximity at the West boundary of Anoka and the East boundary of Ramsey; and

WHEREAS, Anoka has reserve municipal water system capacity beyond that which is currently needed to supply its peak day demand, and Ramsey has an expanding customer base which has exhausted Ramsey's municipal water system capacity, and

WHEREAS, it would be in the best interests of both cities to cooperate in providing municipal water service to portions of Ramsey and providing Ramsey with a secondary emergency water source, by utilizing Anoka's excess capacity, and

WHEREAS, such cooperation will provide revenue to Anoka and postpone the need for Ramsey to spend substantial amounts to expand its water system capacity.

NOW, THEREFORE, Anoka and Ramsey, pursuant to the authority contained in Minnesota Statutes, Section 471.59, commonly known as the "Joint Powers Act," in order to accomplish the foregoing purposes, agree as follows:

1. CONSTRUCTION OF INTERCONNECTIONS. Anoka and Ramsey shall and have constructed two interconnections between the Anoka municipal water system and the Ramsey municipal water system, as follows:

(a) Highway 10 Connection - a permanent connection located at the Anoka/Ramsey boundary on the North side of Highway 10 which consists of water main, a manhole, a back flow preventer, water meter, and valves and fittings. The purpose of this connection is to provide a supplemental source to Ramsey and an emergency water supply to Ramsey in the event of a water main break or interruption of Ramsey's water supply.

(b) County Road #116/Thurston Avenue Connection - a connection at the Southeast corner of the intersection of County Road #116 and Thurston Avenue. This connection is temporary in nature and has been accomplished by the connection of fittings and a hose line between two fire hydrants. Water drawn at this location will be for emergency use only. The connection contains a backflow preventer and meter.

2. OWNERSHIP OF HIGHWAY 10 CONNECTION EQUIPMENT. Anoka shall own all equipment East of the metering manhole and within the corporate limits of Anoka, and shall own and maintain the meter within the metering manhole and have access to the meter. Ramsey shall own and maintain the metering manhole and all equipment West of the manhole and within the corporate limits of Ramsey. All water flow through this connection shall be from Anoka to Ramsey and the one-way flow is insured by a double check backflow preventer owned and maintained by Ramsey. All equipment has been

purchased and installed by Ramsey, and Anoka has credited Ramsey for that portion of the equipment owned by Anoka. The construction, equipment, engineering, and other costs are described in Exhibit A attached hereto, as is the portion of the cost charged to Anoka and the credit given by Anoka. Ramsey has furnished Anoka a set of reproducible "as built" drawings of the connection.

3. **SALE OF WATER**. Anoka shall sell, at Ramsey's option, at least one million gallons of water per day through both connections described above, provided however:

(a) Anoka may, without notice to Ramsey, reduce or eliminate the amount of water sold to Ramsey in the event of a catastrophic event or emergency circumstance which causes an extraordinary demand for water within Anoka. The existence of any such catastrophic event or emergency circumstance shall be determined in the sole discretion and judgment of Anoka.

(b) Commencing upon and after January 1, 2000, Anoka may, upon nine months' written notice, reduce or eliminate the amount of water sold to Ramsey

4. **WATER CONSERVATION**. Ramsey agrees, with regard to its customers drawing water from Anoka, to implement water conservation and water restriction regulations similar to those imposed by Anoka on its water customers.

5. **COMPENSATION**.

(a) Ramsey shall pay Anoka for water supplied pursuant to this agreement according to the following schedule:

That standard industrial rate charged by Anoka to its industrial customers from time to time (currently 85 cents per 1,000 gallons) plus an additional monthly charge, based on the high usage day of each month, in the following amounts:

$150.00 if the high usage day of the month is less than 250,001 gallons.

IN WITNESS WHEREOF, the undersigned Cities, by action of their governing bodies, have caused this agreement to be executed in accordance with the authority of Minnesota Statutes, Section 471.59.

CITY OF RAMSEY

By: _____ Mayor Date

Attest: _____ City Clerk Date 8/14/96

Approved as to form: _____ City Attorney

CITY OF ANOKA

By: Peter M Beby 8-19-96 Mayor Date

Attest: Mark Nagel 8/16/96 City Clerk Date

Approved as to form: _____ City Attorney

5

Appendix 7: Municipal Critical Water Deficiency Ordinance

DRAFT

10-1-13: **DEFICIENCY OF WATER:**

A. General Requirements: The city shall not be liable for any deficiency or failure in the supply of water to consumers, whether occasioned by shutting the water off for the purpose of making repairs or connections or from any other cause whatsoever. In case of fire, or alarm of fire, or in making repairs or construction of new works, water may be shut off at such time and kept off as long as necessary. In addition, the City Council or City Administrator shall have the right to impose reasonable restrictions on the use of the city water system in emergency situations. (Amended Ord. 55, 5-5-1981; amd. 2003 Code)

B. Irrigation And Sprinkling Restrictions: The following irrigation and sprinkling restrictions shall apply to those persons on the municipal water system:

1. Cross Connections Prohibited: No person shall construct, cause to be constructed or operate any device which provides a cross connection between the municipal water supply and a private well or the sewer system.

2. Waste Of Water Prohibited:
    a. Customers shall maintain taps, faucets, valves and other water facilities so that water waste is eliminated from seeps, dripping faucets, etc.

    b. No person shall waste water deliberately by allowing irrigation or sprinkling water to run off onto the street or into the drains.

3. Permission To Use Hydrant: No person shall open, close or tamper with any fire hydrant except under the authorization of the Public Utilities Department personnel.

4. Odd-Even Day Sprinkling: Sprinkling will be curtailed from May 1 through August 31. Even numbered houses can sprinkle on even numbered calendar days. Odd numbered houses can sprinkle on odd numbered calendar days.

5. Prohibited Hours: There will be no watering in the city (on the city water system), odd or even, between the hours of twelve o'clock (12:00) noon and six o'clock (6:00) P.M.

6. Warning; Penalty: There will be only one written warning for violators of the sprinkling restrictions. Any subsequent violations carry a penalty as set forth by city ordinance.
7. Exemptions:

a. Newly sodded or seeded yards will be exempt from the odd-even restriction for a period of two (2) weeks only. Overseeding or spot patching of existing established yards can be watered every day with a hand controlled hose. No watering will be allowed between twelve o'clock (12:00) noon and six o'clock (6:00) P.M.

b. Other exemptions are: car washing, filling of children's swimming pools, children playing in a hose operated sprinkler or water toy.

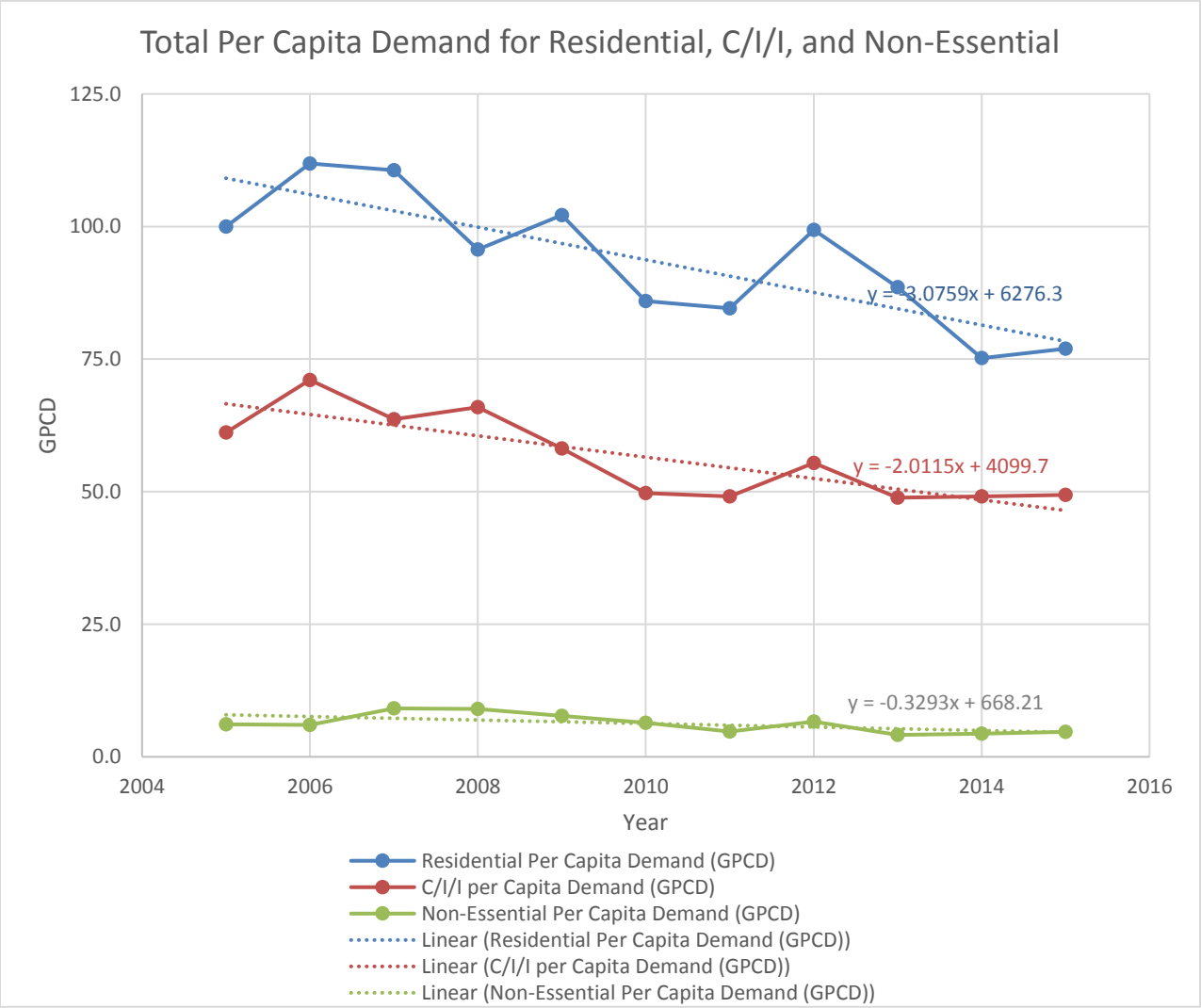
8. Additional Restrictions:

a. Additional curtailment of water usage in dry weather will be by order of the City Administrator. When restricted, no person shall discharge water for the purposes of watering lawns, shrubs, trees, washing cars or structures. All unnecessary uses of water are prohibited for the duration of the imposed restriction. If such restriction endangers the life of a new lawn, shrubs or trees, the Water Department shall be notified. If justified, limited permission may be granted to deviate from restrictions.

b. If more drastic restrictions are necessary, orders may issued by the City Administrator to take necessary action to protect the water system so that ample water may be available for health, sanitation and fire protection. (Amended Ord. 55, 5-5-1981; amd. 2003 Code)

Appendix 8: Graph Showing Annual Per Capita Water Demand for Each Customer Category During the Last 10 Years

Figure 1 – Annual Per Capita Water Demand for Each Customer Category During the Last Ten Years



Appendix 9: Water Rate Structure

Water Rate Structure for the City of Ramsey Effective 1/1/2016

Source: http://cityoframsey.com/utility-billing

Water Rates			2016
	Minimum usage fee/qtr	Per 2012 Comprehensive Water System Study	37.80
	Quarterly Rate Structure		
		Conservation Rates	$37.80 Minimum
			$2.61 per 1,000 for 15,001-25,000
			$2.69 per 1,000 for 25,001-40,000
			$2.86 per 1,000 for 40,001-60,000
			$3.08 per 1,000 for 60,001-99,000
			$3.40 per 1,000 for 99,001-201,000
			$4.07 per 1,000 for 201,001 and above
	Odd/Even Sprinkling Violations:	Effective day after Memorial Day thru Day after Labor Day	
		No Sprinkling between 10 am-8:00 pm	
	First Violation		Written Warning & Registered Letter
	Second Violation		50.00
	Third Violation		100.00
	Fourth Violation		Water Service turned off
	Meter Replacement Admin Fee for Non-Compliance		$75/qtr.

Appendix 10: Adopted or Proposed Regulations to Reduce Demand or Improve Water Efficiency

Adopted or Proposed Regulations to Reduce Demand or Improve Water Efficiency
Note: Ramsey is not proposing and new regulations to reduce demand. Listed in the table below are current regulations that are already in place.

Regulations Utilized	Website Link
☒ Rainfall sensors required on landscape irrigation systems	"Rain Sensors are required: Section 117-588, 589 (www.municode.com/library/mn/ramsey/codes/)
☐ Critical/ Emergency Water Deficiency ordinance	Ordinance will be developed within 6 months of plan approval by DNR.
☒ Watering restriction requirements (time of day, allowable days, etc.)	Rules for Lawn Irrigation Odd and Even Number Houses Time Restrictions 10:00 am – 8:00 pm Chapter 58 of City Code found at: (www.municode.com/library/mn/ramsey/codes/)
☒ Water waste prohibited	Chapter 58 of City Code found at: (www.municode.com/library/mn/ramsey/codes/)
☒ Soil preparation requirements (after construction, requiring topsoil to be applied to promote good root growth)	A minimum of 4" of approved topsoil is required under lawn areas of all newly constructed buildings. Section 117-348 of City Code found at: (www.municode.com/library/mn/ramsey/codes/)
☒ Tree ratios (requiring a certain number of trees per square foot of lawn)	Two trees are required per single family lot, additional trees are required for multi-family dwellings and commercial/ industrial lots. Section 117-111,112,113,114,115,116,117,118,119 (www.municode.com/library/mn/ramsey/codes/)
All air conditioning systems connected directly or indirectly with public water system must be equipped with water conserving and regulating devices.	

Appendix 11: Implementation Checklist – Summary All the Actions That A Community Is Doing or Proposes To Do, Including Estimated Implementation Dates

Implementation Checklist – Summary of all the Actions That a Community Is Doing or Proposes To Do, Including Estimated Implementation Dates

Ramsey is a developing city with an increasing number of irrigation systems. The City plans to focus on reducing irrigation to decrease the total per capita water demand. Listed below is a table summarizing the actions Ramsey is proposing to complete within the next five years to reduce irrigation usage.

Proposed Action	Implementation Date
Promote videos on how to operate and program irrigation systems. This will be done through Anoka County. The videos will be promoted through individual contact, QCTV, Newsletter, social media and "Know the Flow" website.	2021
Rain Sensor Promotion – Ramsey and Anoka County will promote installation of rain sensors. Ramsey has applied to participate in a study of irrigation water use for 2017.	2021

Appendix B: REFERENCED STUDIES

COMPREHENSIVE SANITARY SEWER STUDY 2016 UPDATE

CITY OF RAMSEY, MN

JUNE 2017

Submitted by:
Bolton & Menk, Inc.
7533 Sunwood Drive NW
Suite 206
Ramsey, MN 55303
P: 763-433-2851
F: 763-427-0833

2016 COMPREHENSIVE SANITARY SEWER STUDY UPDATE

CITY OF RAMSEY, MINNESOTA

A. PURPOSE

The purpose for this report is to update the City's 2012 Comprehensive Sanitary Sewer Study based on current population and land use projections. The 2012 Comprehensive Sanitary Sewer Study included a plan for meeting the City's infrastructure needs based on development projected within the City's 2030 Comprehensive Plan.

City staff has identified development which has occurred since the 2012 study was completed and has provided projections for development which is likely to occur in the next 24 years (Year 2040). This report evaluates the impact of the recent and projected development on the proposed sanitary sewer infrastructure implementation.

The following paragraphs present a summary of key updates to the 2012 plan. The intent is to complete the following:

- Estimate costs associated with infrastructure needed to serve future development areas,
- Provide estimations of growth and development anticipated through Year 2040, and
- Develop a connection amount based on the estimated costs and development.

B. SUMMARY OF INFRASTRUCTURE REVISIONS TO THE 2012 COMPREHENSIVE PLAN

Section 4 of the 2012 report describes the trunk infrastructure improvements needed to serve each defined subdistrict within the MUSA boundary. For this report, each subdistrict was reviewed and revisions were made to the required infrastructure based on:

- Improvements made over the last 4 years, and
- Considerations of improvements required.

Through discussions with the City, we were able to determine the improvements made within each subdistrict over the last 4 years. We also made revisions based on anticipated development patterns and anticipated future needs. The following paragraphs describe the revisions made within each subdistrict to allow us to quantify the total improvement costs throughout the City. We attached the updated 2016 "Proposed Trunk Sewer Extensions" map showing the subdistricts and the proposed trunk sewer extensions.

1. Subdistrict M3

This subdistrict is located in the Southwest corner of the City, south of Highway 10. The primary sewer crossing of Trunk Highway 10 has been completed and was removed from the figure and cost estimate. The Bower's Drive NW trunk sanitary sewer line has been converted from a trunk facility to a lateral sewer line. This line was removed from the 2016 proposed trunk sewer extensions as it is now anticipated to serve the area as a standard lateral line. All trunk line project costs have been updated to 2016 unit prices.

2. Subdistrict M4

This subdistrict is located north of Highway 10 and west of Armstrong Boulevard. The trunk sanitary sewer facilities have been modified to reflect the findings of the 2015

Future Business Park study that was completed for this area of the City. Lift station MLS-5 was added to the improvements required for this subdistrict. All project costs have been updated to 2016 unit prices.

3. Subdistricts R21 Through R25

These subdistricts are located north of Trott Brook in the north central portion of the City. No layout revisions to these trunk extensions were made. All trunk line project costs have been updated to current 2016 unit prices.

4. System Extension for 167th Avenue Future MUSA Study Area

The Future MUSA Study Area identifies an area to better understand the feasibility of extending a trunk sewer line to the 167th Avenue/Saint Francis Boulevard (TH 47) land use node. Municipal Water service exists to the area, but Sanitary Sewer does not. The City has a land use goal to revitalize this node and surrounding area, and the availability of Sanitary Sewer is a major variable in future land use decisions. The MUSA boundary does not currently include this area. Findings from this study area will be utilize to influence the City's 2040 Comprehensive Plan Update and discussions with private developers currently proposing certain land use scenarios.

C. TRUNK SANITARY SEWER SYSTEM COSTS

Attached are the updated cost estimates related to the above revisions, totaling $8,432,995. These costs include 25% for indirect costs such as administration, engineering, legal and financing. Additionally, we have included a 20% contingency for unforeseen improvements which may be required during the study period, for a total cost of $10,119,594 in 2016 dollars.

The City's current Capital Improvement Plan was used to determine expenditures for the years 2016 to 2020. For the years 2021 to 2040, the above described costs were spread evenly over the 20 year period, while being inflated at a rate of 3% per year.

D. DEVELOPMENTAL IMPACT ON THE COMPREHENSIVE SANITARY SEWER STUDY

Actual and projected development within the City of Ramsey since the 2012 Comprehensive Sanitary Sewer Study are summarized as follows:

- Actual Total Connections from 2012-2015 are as follows:
  - 2012: 295
  - 2013: 164
  - 2014: 66
  - 2015: 258
  - Avg: 196
- Projected development rates used in 2012 study (through 2030) were as follows:
  - 260 Residential Units/Year (25% High Density)
  - 25 Commercial/Industrial Acres/Year
- Projected development rates (through 2040) are anticipated to be as follows:
  - 160 Residential Units/Year (50% High Density)
  - 10 Commercial/Industrial Acres/Year

The projected Residential development rate was lowered by 100 Units/Year (-38.5%) and the projected Commercial/Industrial development rate was lowered by 15 Acres/Year (-60%) while the projected number of high density units increased from 40 Units/Year to 80 Units/Year (+200%).

Based on these considerations, the Residential Equivalent Units (connections) is conservatively estimated at 160 per year.

The 2016 sewer connection charge is $1,126 per residential unit and $3,391 per commercial/industrial acre.

E. ANALYSIS

Many factors impact the actual fee required to sustain and expand the trunk sanitary sewer facilities. We have included a more comprehensive spreadsheet analysis of the sanitary sewer expenses and revenues. Assumption made in the spreadsheet are:

- Anticipated revenue from utility billings of $1,424,849 were used for 2016 and then inflated at 1% per year.
- Trunk Connection charges and SAC fees were set at $1,126 and $2,485 for 2016 and then inflated at 2.5% per year.
- Operating expenses were set at $1,044,170 for 2016 and then inflated at 3% per year.
- Capital expenditures for 2016 to 2020 were taken from the City's current Capital Improvement Plan.
- Capital expenditures for 2021 to 2040 was determined as described in Section 3 of this report.

The information provided in this report should be considered when setting sanitary sewer connection charges within the City.

2040 MUSA - Trunk Sanitary Sewer System Improvements (2021 - 2040)

DISTRICT	LOCATION	SIZE (IN.)	LENGTH (FT.)	COST PER FOOT*	LIFT STATION	COST
M3	MLS-2				$393,928	$393,928
	MLS-2 to MH-11A	12" FM	1750	$124		$216,660
	MLS-2 to MH-9A	18"	3600	$259		$931,921
				TOTAL M3 DISTRICT		**$1,542,510**
M4	MLS-5				$300,000	$300,000
	MH-92 to MLS-5	12"	1600	$146		$234,106
	MLS-5 to MH-9	6" FM	750	$79		$59,089
	MH-9 to MH-10A	18"	1600	$259		$414,187
				TOTAL M4 DISTRICT		**$1,007,382**
R1	MH-89 to MH-92	21"	1300	$326		$424,317
				TOTAL R1 DISTRICT		**$424,317**
R23, 24 & 25	RLS-8				$343,280	$343,280
	RLS-8 to MH-82	8" FM	720	$90		$64,829
	RLS-8 to MH-82	8" FM Jacking	80	$281		$22,510
	RLS-8 to MH-84A	10"	4400	$129		$569,507
	RLS-8 to MH-83A	12"	2500	$146		$365,790
	MH-83A to MH-83	10"	2700	$129		$349,470
				TOTAL R23, 24 & 25 DISTRICT		**$1,715,388**
R21 & 22	MH-79 to MH-78	10"	5100	$129		$660,111
	MH-81 to MH-79	12"	900	$146		$131,685
	MH-81 to MH-82	18"	3900	$259		$1,009,581
	RLS-3 to MH-81	18"	850	$259		$220,037
				TOTAL R21 & 22 DISTRICT		**$2,021,414**
RLS-3	RLS-3				$241,984 (upgrade existing LS)	$241,984
				TOTAL RLS-3 DISTRICT		**$241,984**
FUTURE MUSA STUDY AREA						
RLS-9	RLS-9				$500,000	$500,000
	RLS-9 to MH-14	8" FM	10000	$98		$980,000
				TOTAL RLS-9 DISTRICT		**$1,480,000**
					SUB-TOTAL	**$8,432,995**
				20% CONTINGENCY FOR UNFORSEEN IMPROVEMENTS		**$1,686,599**
					TOTAL IMPROVEMENT COSTS	**$10,119,594**
					AVERAGE YEAR FOR 20 YEARS (2016 DOLLARS)	**$505,980**

* INCLUDES 25% INDIRECT COSTS

Sanitary Sewer System Rate Impact Summary
City of Ramsey, Minnesota
6/9/2017

	Actual 2015	Projected 2016	Projected 2017	Projected 2018	Projected 2019	Projected 2020	Projected 2021	Projected 2022	Projected 2023	Projected 2024	Projected 2025	Projected 2026	Projected 2030	Projected 2035	Projected 2040
Beginning Balance	**7,904,738**	**10,179,569**	**10,491,559**	**11,196,631**	**10,188,288**	**10,916,183**	**11,184,400**	**11,312,737**	**11,410,306**	**11,475,330**	**11,505,960**	**11,500,275**	**11,073,299**	**9,127,366**	**5,613,793**
Sanitary Sewer System Revenue															
Billings and Interest															
From Utility Billings (2016 is based on current activity and inflated 1% per year to 2040)	1,383,348	1,424,849	1,439,097	1,453,488	1,468,023	1,482,704	1,497,531	1,512,506	1,527,631	1,542,907	1,558,336	1,573,920	1,637,827	1,721,373	1,809,180
Internal Loan to offset Muni Center Debt beginning year 2010-2029 @ 2%	45,958	46,877	47,814	48,771	49,746	50,741	51,756	52,791	53,847	54,924	56,022	57,143			
Interal loan to offset RTC land Purchase - 10 Year @ 2% (When land proceeds received)	1,301,289	-	-	-	-	-	-	-	-	-	-	-			
Interest Earnings	138,674	101,796	104,916	167,949	152,824	163,743	167,766	169,691	171,155	172,130	172,589	172,504	166,099	136,910	84,207
Total Billings and Interest	**2,869,268**	**1,573,522**	**1,591,828**	**1,670,209**	**1,670,594**	**1,697,187**	**1,717,053**	**1,734,988**	**1,752,632**	**1,769,961**	**1,786,948**	**1,803,567**	**1,803,927**	**1,858,283**	**1,893,387**
SAC and Connection Charges															
New Customers (REUs)		**160**	**160**	**160**	**160**	**160**	**160**	**160**	**160**	**160**	**160**	**160**	**160**	**160**	**160**
Residential Connection (Trunk) Fees per Connection (Actual 2016 value and then inflated at 2.5% per year to 2040)		**1,126**	1,154	1,183	1,213	1,243	1,274	1,306	1,338	1,372	1,406	1,441	1,591	1,800	2,037
Residential Sewer Availability Charge (SAC) (Actual 2016 value and then inflated at 2.5% per year to 2040)		**2,485**	2,547	2,611	2,676	2,743	2,812	2,882	2,954	3,028	3,103	3,181	3,511	3,973	4,495
Trunk Revenue (Based on 2016 activity) (2017 to 2040 based on 160 REUs per year)		82,198	184,664	189,281	194,013	198,863	203,835	208,930	214,154	219,507	224,995	230,620	254,561	288,013	325,860
SAC Revenue (1% of Total) (Based on 2016 activity) (2017 to 2040 based on 160 REUs per year)		1,441	4,075	4,177	4,282	4,389	4,498	4,611	4,726	4,844	4,965	5,090	5,618	6,356	7,191
Total SAC and Conenction Fees		**83,639**	**188,739**	**193,458**	**198,294**	**203,252**	**208,333**	**213,541**	**218,880**	**224,352**	**229,961**	**235,710**	**260,179**	**294,369**	**333,052**
From City for 2015															
SAC (3421 acct)	1,425														
Connection Charges-Trunk (3431 acct) 3% annual increase	278,702														
Total SAC and Connection Charges	**280,127**														
Sanitary Sewer System Expenses															
Operating Expenses (Personal Services, Supplies, Other Services & Charges)	**(844,588)**	**(1,044,170)**	**(1,075,495)**	**(1,107,760)**	**(1,140,993)**	**(1,175,223)**	**(1,210,479)**	**(1,246,794)**	**(1,284,197)**	**(1,322,723)**	**(1,362,405)**	**(1,403,277)**	**(1,579,401)**	**(1,830,958)**	**(2,122,583)**
Based on 2016 Activity and inflated at 3% per year from 2017 to 2040)															
CIP Projects-Sewer Utilities															
Backhoe															
Utility Truck(s)				(48,500)											
Sewer Jet Vac Truck															
Abandon Wildlife Sanctuary Lift Station						(352,000)									
Sewer Forcemain Manhole Replacement		(30,000)													
Pump															
Abandon Liftstation River Pines						(45,000)									
Garnet Street Reconstruction Impr		(271,000)													
Public Works Campus				(1,715,750)											
Sewer Ext Armstrong to Traprock (Riverdale)															
Fire Station #1 Sanitary Sewer						(60,000)									
Lift Station #1 Replace Cabinet	(29,977)														
Sunwood Realignment															
Water Treatment Plant Extend Sewer															
Total CIP Projects (2021 to 2040 represent a 5 year CIP average inflated at 3% per year)	**(29,977)**	**(301,000)**	**-**	**(1,764,250)**	**-**	**(457,000)**	**(586,569)**	**(604,166)**	**(622,291)**	**(640,960)**	**(660,189)**	**(679,994)**	**(765,340)**	**(887,238)**	**(1,028,552)**
Remaining Working Capital Balance	**10,179,569**	**10,491,559**	**11,196,631**	**10,188,288**	**10,916,183**	**11,184,400**	**11,312,737**	**11,410,306**	**11,475,330**	**11,505,960**	**11,500,275**	**11,456,280**	**10,792,665**	**8,561,822**	**4,689,096**

*** This fund is created to offset the repairs of lines. The city currently has over $21,000,000 of sewer lines (per 2013 audit) which includes over $5.8M of accumulated depreciation

Indicates adjustable values

CITY OF RAMSEY
MINNESOTA

FIGURE 1

PROPOSED 2040 SERVICE AREAS
COMPREHENSIVE SANITARY SEWER PLAN
PROPOSED TRUNK SEWER EXTENSIONS

SEPTEMBER 2016

R21 R22 R23 R24 R25 R2 M3 M4

RLS-1 RLS-2 RLS-3 RLS-4 RLS-5 RLS-6 RLS-7 RLS-8 RLS-9

MLS-1 MLS-2 MLS-3 MLS-4 MLS-5

0 1000 2000
SCALE FEET

LEGEND

- RUM RIVER SEWER DISTRICT
- MISSISSIPPI RIVER SEWER DISTRICT
- NORTH TROTT BROOK MISSISSIPPI RIVER DISTRICT
- NORTH TROTT BROOK RUM RIVER DISTRICT
- TRUNK SEWER IN PLACE
- 2030 MUSA
- FUTURE MUSA STUDY AREA
- PROPOSED TRUNK SEWER
- PROPOSED FORCEMAIN
- PROPOSED MH
- PROPOSED LIFT STATION
- EXISTING TRUNK SEWER
- EXISTING LATERAL SEWER
- EXISTING FORCEMAIN
- EXISTING LIFT STATION

NOTE:
The information for this map was obtained from various sources of existing maps, construction plans, and City records, some of which were prepared by others. While this information is believed to be reliable Bolton & Menk, Inc. is not responsible for its accuracy nor for errors or omissions which may have been incorporated into this document as a result.

BOLTON & MENK
7533 SUNWOOD DR NW, SUITE 206
RAMSEY, MINNESOTA 55303
Phone: (763) 433-2851
Email: Ramsey@bolton-menk.com
www.bolton-menk.com

H:\RAMS\R161110056\CAD\2040_PROPOSED SEWER PLAN - 2016 UPDATED.DWG 10/21/16 2:58 PM

Appendix C: CITY DOCUMENTS

DIVISION 4. - SEWER SYSTEM

Sec. 58-139. - Operation, records and inspection.

(a) The city shall keep a record of the location and size of all parts of the municipal sewer systems, connections thereto, and other measurements or records which may be necessary.

(b) The city shall superintend all connections for service, inspect all service pipes and the premises to ensure that the installation conforms to the intent of the plumbing code.

(c) No sanitary sewer service line between the sanitary sewer main and the plumbing system of any dwelling, building or other structure to be served shall be installed until a connection permit has been obtained from the city and the appropriate fees set by the council from time to time are paid. In installing said sanitary sewer service line, the applicant shall adhere to standards regarding location, size, grade, materials and workmanship as required by the plumbing code. After the sanitary sewer service connection has been accomplished, the applicant shall notify the city. It shall be unlawful to cover the sanitary sewer service line until an inspection has been completed to ensure that a proper and suitable connection has been made.

(Code 1978, § 4.40.07, subd. 1; Ord. No. 92-05, 6-29-1992)

Sec. 58-140. - Application for service.

(a) No buildings located on property lying outside the limits of the city shall be connected to the sanitary sewer system without first having a resolution by the city or township in whose jurisdiction the property lies stating that said city or township has no objection to such connection.

(b) The city shall make every effort to design the sewage collection system to accommodate gravity flow to the system from adjacent properties. However, in instances it may be technically or economically infeasible to provide gravity service to every structure. In such cases, the property owner shall furnish and install a means of lifting the sewage for discharge into the sanitary sewer. Such system shall be reviewed and accepted by the city. The cost of installation, operation and maintenance of such system shall be the responsibility of the property owner.

(Code 1978, § 4.40.07, subd. 2; Ord. No. 92-05, 6-29-1992)

Sec. 58-141. - Required use of sewers.

(a) It shall be unlawful for any person to place, deposit or permit to be deposited in any unsanitary manner upon public or private property within the city or in any area under the jurisdiction of the city, human or animal excrement, garbage or other objectionable waste.

(b) It shall be unlawful for any person to discharge into any natural outlet within the city or in any area under the jurisdiction of the city any sanitary sewage, industrial wastes or other polluted waters.

(c) No person shall deposit the contents taken from any vault, privy, cesspool, septic tank or private drain into any sanitary sewer of the city unless a permit is obtained from the city.

(Code 1978, § 4.40.07, subd. 3; Ord. No. 92-05, 6-29-1992; Ord. No. 10-07, § 2, 4-13-2010)

Sec. 58-142. - Discharge of prohibited substances.

No person shall discharge or permit to be discharged, directly or indirectly, into the sanitary sewer system of the city, rain water from roofs, yards, lawns, streets, or alleys; groundwater; water or other fluid used for the operation of air cooling and air conditioning equipment in plants or units, any gasoline,

naphtha, benzene, kerosene, turpentine or any spirit gas or fluid, or any materials of an explosive or suffocating nature, or that may possibly create combustible or suffocating gases or vapors; waters having a PH lower than 5.5 or higher than 9.5 or having any other corrosive property capable of causing damage to wastewater facilities; nor discharge or permit to be discharged directly or indirectly into said sanitary sewer system any gravel, sand, dirt or any other heavy materials or any substances.

(Code 1978, § 4.40.07, subd. 4; Ord. No. 92-05, 6-29-1992)

Sec. 58-143. - Maintenance.

(a) The cost of installing the sanitary sewer service line between the building and main service stub shall be borne wholly by the customer. After the initial connection to the main service stub, the customer shall thereafter be liable for all maintenance and repairs to the sanitary sewer service line between the street main and the building being served.

(b) There shall be no discharge of any substance or matter that may form a deposit or obstruction in the public sanitary sewer. Any customer discharging such a substance shall, within five days of written notice, provide said drain with an approved means to prevent any substance or matter from passing into the drain or sanitary sewer that may cause a deposit or obstruction therein. In case of neglect or refusal to provide a cesspool or catchbasin, or to clean out or repair or alter such drain, for a period of five days, the council shall cause the same to be repaired, altered, cleaned and provided with such other means to prevent any substances or matter from passing into the sanitary sewer or drain that may cause a deposit or obstruction therein as it may deem expedient, at the expense of the customer.

(Code 1978, § 4.40.07, subd. 5; Ord. No. 92-05, 6-29-1992)

Secs. 58-144—58-169. - Reserved.

Sec. 117-226. - Nonconformities.

All legally established nonconformities as of the date of the ordinance from which this subdivision is derived may continue, but they will be managed according to applicable state statutes and other regulations of this community for the subjects of alterations and additions, repair after damage, discontinuance of use, and intensification of use; except that the following standards will also apply in shoreland areas:

(1) *Construction on nonconforming lots of record.*

a. Lots of record in the office of the county recorder on the date of enactment of local shoreland controls that do not meet the requirements of this subdivision may be allowed as building sites without variances from lot size requirements provided the use is permitted in the zoning district, the lot has been in separate ownership from abutting lands at all times since it became substandard, was created compliant with official controls in effect at the time, and sewage treatment and setback requirements of this subdivision are met.

b. A variance from setback requirements must be obtained before any use, sewage treatment system, or building permit is issued for a lot. In evaluating the variance, the board of adjustment shall consider sewage treatment and water supply capabilities or constraints of the lot and shall deny the variance if adequate facilities cannot be provided.

c. If, in a group of two or more contiguous lots under the same ownership, any individual lot does not meet the requirements of this subdivision, the lot must not be considered as a separate parcel of land for the purposes of sale or development. The lot must be combined with the one or more contiguous lots so they equal one or more parcels of land, each meeting the requirements of this subdivision as much as possible.

(2) *Additions/expansions to nonconforming structures.*

a. All additions or expansions to the outside dimensions of an existing nonconforming structure must meet the setback, height, and other requirements of this subdivision. Any deviation from these requirements must be authorized by a variance.

b. Deck additions may be allowed without a variance to a structure not meeting the required setback from the ordinary high water level if all of the following criteria and standards are met:

1. The structure existed on the date the structure setbacks were established;

2. A thorough evaluation of the property and structure reveals no reasonable location for a deck meeting or exceeding the existing ordinary high water level setback of the structure;

3. The deck encroachment toward the ordinary high water level does not exceed 15 percent of the existing setback of the structure from the ordinary high water level or does not encroach closer than 30 feet, whichever is more restrictive; and

4. The deck is constructed primarily of wood, and is not roofed or screened.

(3) *Nonconforming sewage treatment systems.*

a. A sewage treatment system not meeting the requirements of chapter 113, article II must be upgraded, at a minimum, at any time a variance of any type is required for any improvement on, or use of, the property. For the purposes of this provision, a sewage treatment system shall not be considered nonconforming if the only deficiency is the sewage treatment system's improper setback from the ordinary high water level.

b. The city has adopted the following by reference: Minn. Rules pts. 7080.0020, 7080.0060, 7080.0065, 7080.0110, 7080.0120, 7080.0125, 7080.0150, 7080.0160, 7080.0170, 7080.0175 7080.0176, being the sections containing the technical standards and criteria contained in the "Individual Sewage Treatment Systems Program." The city currently

requires and monitors septic system pumping permits that indicate the status of each system. The city will require upgrading or replacement of any nonconforming system within a reasonable period of time, which will not exceed two years following issuance of written notification from the city to the property owner of said nonconforming system. Sewage systems installed according to all applicable local shoreland management standards adopted under Minn. Stats. §§ 103F.201—103F.221 in effect at the time of installation may be considered as conforming unless they are determined to be failing, except that systems using cesspools, leaching pits, seepage pits, or other deep disposal methods, or systems with less soil treatment area separation above groundwater than required by Minn. Rules ch. 7080 for design of on-site sewage treatment systems, shall be considered nonconforming.

(Code 1978, § 9.25.06; Ord. No. 04-32, 5-30-2005)

CITY OF RAMSEY SEPTIC PUMPING PERMIT (SAMPLE ONLY-PLEASE CALL FOR ACTUAL FORM)

7550 SUNWOOD DRIVE RAMSEY, MN 55303 PHONE 763-433-9850 FAX 763-433-9848 (This form to be completed by pumper)

CURRENT RESIDENT: _____ **ADDRESS:** _____ **CIRCLE : HOMEOWNER / RENTER / COMMERCIAL**			**SEPTIC SYSTEM IS OPERABLE:** **YES / NO** **DRAINFIELD FAILING TO PROTECT GROUNDWATER :** **YES / NO** **IMMINANT PUBLIC HEALTH THREAT:** **YES / NO**	
PUMP DATE	**PIN #**		TYPE OF SEPTIC SYSTEM: _____ NUMBER OF SYSTEMS ON PROPERTY: _____	
NOTICEABLE EVIDENCE OF SEWAGE BACKUP OR SURFACING IN AREA OF SOIL SYSTEM.			NOTE: WHEN SEPTAGE IS NOT PUMPED THROUGH MAINTENANCE HOLE THE OWNER ACCEPTS ALL RESPONSIBILITIES IF ADVERSE CONDITIONS RESULT. OWNERS SIGNATURE: _____	
PUMPER'S NAME: _____ **PHONE #:** _____			MAINTENANCE COVER REMOVED YES / NO	MAINTENANCE INSPECTION, NO PUMPING EXPLAIN:
REGISTRATION #: **DISPOSAL LOCATION:**			NO MANHOLE PRESENT YES / NO	TANK LID DEPTH EMERGENCY PUMPING YES / NO

TANK(S)	1	2	3	4
TANK TYPE (septic,dosing,cesspool)				
MATERIAL (precast,plastic,block)				
INLET,OUTLET BAFFLES INSPECTED				
SURFACE DISCHARGE IN AREA OF TANK				
STRAIGHT PIPES OBSERVED TRANSPORTING SEWAGE ONTO GROUND				
SEPTAGE GALLONS REMOVED				
TANK MANAGEMENT(I.E. EVERY 3 YEARS)				

Revised 8/24/2011

City Code Sec. 113-21 Maintenance: Within 30 days after pumping a system, the septic tank maintainer shall file a pumping permit with the city.

SAMPLE

City of RAMSEY

7550 Sunwood Drive NW.
Ramsey, MN 55303
763-433-9850 - Phone
763-433-9848 - Fax

ONSITE SEWAGE TREATMENT AS-BUILT DRAWING

PERMIT #_____ DATE_____
ADDRESS_____ PIN/PID NO._____
CONTRACTOR_____ LIC. NO._____ PHONE NO._____
DESIGNER_____ PHONE NO._____
TANK SIZE(s)_____ NO. OF TANKS_____
TANK MANUFACTURER_____ TANK MATERIAL: PRECAST / FIBERGLASS / PLASTIC
TYPE OF DRAINFIELD_____
S.F. OF DRAINFIELD_____ NO. OF DRAINFIELD RUNS_____
DEPTH OF DIRT OVER DRAINFIELD_____ DEPTH OF ROCK UNDER TRENCH_____
DEPTH OF ROCK OVER PIPE_____ TOTAL DEPTH OF TRENCH_____
NUMBER OF BEDROOMS_____ WHIRLPOOL: YES/NO GARBAGE DISPOSAL: YES/NO
MOUND SYSTEM: YES/NO GEOTEXTILE: YES/NO SCHEDULE 40: YES/NO

Show well location and distance from septic tank, easements, and property lines.

↑ N

This As-Built must be received by the City no later than 30 days after the completed installation of the system.
Revised 2/07/2007

NOTE: An electrical permit is required for all electrical connections.

PERMIT APPLICATION

Permit #:

7550 Sunwood Drive NW
Ramsey, Minnesota 55303
City Hall: 763-427-1410
Building and Inspections: 763-433-9850
Fax: 763-433-9848
www.cityoframsey.com/permits
permits@cityoframsey.com

☐ Building	☐ Plumbing	☐ Heating/Mechanical	☐ Zoning
☐ Water/Sewer	☐ Private Septic	☐ Grading	☐ Sign

Site Information

Site Address			
PID #		**Year Built**	
Legal Description			

Contractor Information

Contractor			
Address		**City, State ZIP**	
Phone		**Email**	
State License #		**Lead Cert. # & Date**	

Owner Information

Owner			
Address		**City, State ZIP**	
Phone		**Email**	

Contact		**Contact Phone**	

Description of Work	

Valuation (including labor):_____

Does this plan qualify for *SS*1300.0160_____ **Yes** _____ **No** **If yes, the master plan number is** _____

The undersigned acknowledges that he/she has read this application and the above information is correct and accurate. Applicant also understands by signing this application that he/she could be held responsible as representative of this project for any violation of compliance with all applicable laws and ordinances of the City of Ramsey.

_____ _____

Signature of Applicant or Authorized Agent **Date**

Notice: This is an **application only.** Permit will be issued after City approval and payment of fees

Building Permit Number_____

BUILDING PERMIT APPLICANT: PROPERTY OWNER

I understand that the State of Minnesota requires that all residential building contractors, remodelers and roofers obtain a state license unless they qualify for a specific exemption from the licensing requirements. By signing this document, I attest to the fact that I am the property owner and I am performing this work myself. I hereby claim to be exempt from the state licensing requirements because I am not in the business of building on speculation or for resale and that the house for which I am applying for this permit, located at:

Address_____

This is the first residential structure I have built or improved in the past 24 months. I also acknowledge that because I do not have a state license, I forfeit any mechanic's lien rights to which I may otherwise have been entitled under Minnesota Statute 514.01.

Furthermore, I acknowledge that I may be hiring independent contractors to perform certain aspects of the construction or improvement of this house, and I understand that some of these contractors may be required to be licensed by the State of Minnesota (or the City of Ramsey). I understand that unlicensed residential contracting; remodeling, and/or roofing activity is a misdemeanor under Minnesota Statutes 326B.845 Sub. Div. 1 and 2, and that I would forfeit my rights to reimbursement from the Contractor's Recovery Fund in the event that any contractors I hire are unlicensed.

I also acknowledge that by signing for the permit, I am solely and personally responsible for any violations of the state building code and/or city ordinance in connection with the work performed on this property.

_____

Signature of Property Owner

_____

Date

To determine whether a particular contractor is required to be licensed, or to check on licensing status of individual contractors, please call the Minnesota Department of Labor And Industry, Enforcement Division, at 651-284-5065, or toll-free at 1-800-657-3944 or the City of Ramsey at (763) 433-9850. You can also check for licensure at https://secure.doli.state.mn.us/lookup/licensing.aspx

**************************************FOR OFFICE USE ONLY**************************************

Engineering		Date		Construction Type	
Planning		Date		Occupancy Classification	
Building		Date		Special Conditions	
Septic		Date		Environmental	
Fire		Date		**Total**	

City of RAMSEY

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

October 24, 2019

Dear Utility Customer:

This letter is to alert you that the City of Ramsey Utility Department has detected a water leak inside your home or business while performing routine meter readings. The water meter installed in your home alerts us when there is a continuous leak. This leak could be as little as .1 gallons per minute. This could be caused from a leaky faucet, a leak in your irrigation system, or typically a leaky toilet. Small leaks can turn into large water bills.

Please see attached instructions on how to read your water meter.

Enclosed is a complimentary toilet dye leak kit.

If you have any questions regarding this letter please contact John Nelson, Utilities Supervisor at 763-433-9861.

Sincerely,
CITY OF RAMSEY
Utilities Department

Did you know:

a leaky toilet can waste **75** gallons a day.

- Leaky toilets waste water and cost you money.
- Mail or hand out Toilet Dye Strips. (Tablets cannot be mailed)
- Toilets are the most common source of leaks.

We all share the same water

Please use it wisely.

Use these dye strips to detect a leaky toilet.

For additional leak detection strips contact your local water provider.

Use only one strip per toilet.

Directions

1. Remove the tank cover and put one strip in the tank.
2. DO NOT FLUSH.
3. Wait 30 minutes.
4. If the water in the bowl remains clear, no leaks!

If the water in the bowl turns blue, there is a leak in the tank.

The repair may be a very simple one. Learn how to do-it-yourself or contact a licensed plumber.

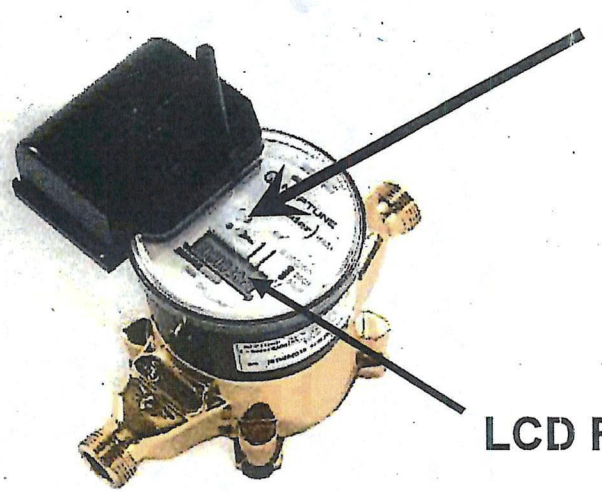


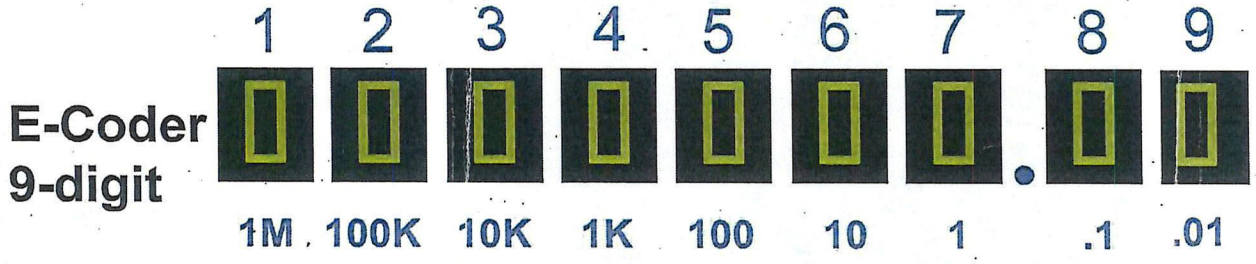
After dye test, flush toilet to remove dye.

16¢ or less to check one toilet.

- Shining a light on the sensor will activate the LCD readout
- The readout will display a flashing faucet icon representing an intermittent leak. A full time faucet represents a full-time leak
- The LCD shows a meter reading and six seconds later the display switches to rate-of-flow.

- There is an arrow showing the direction of flow



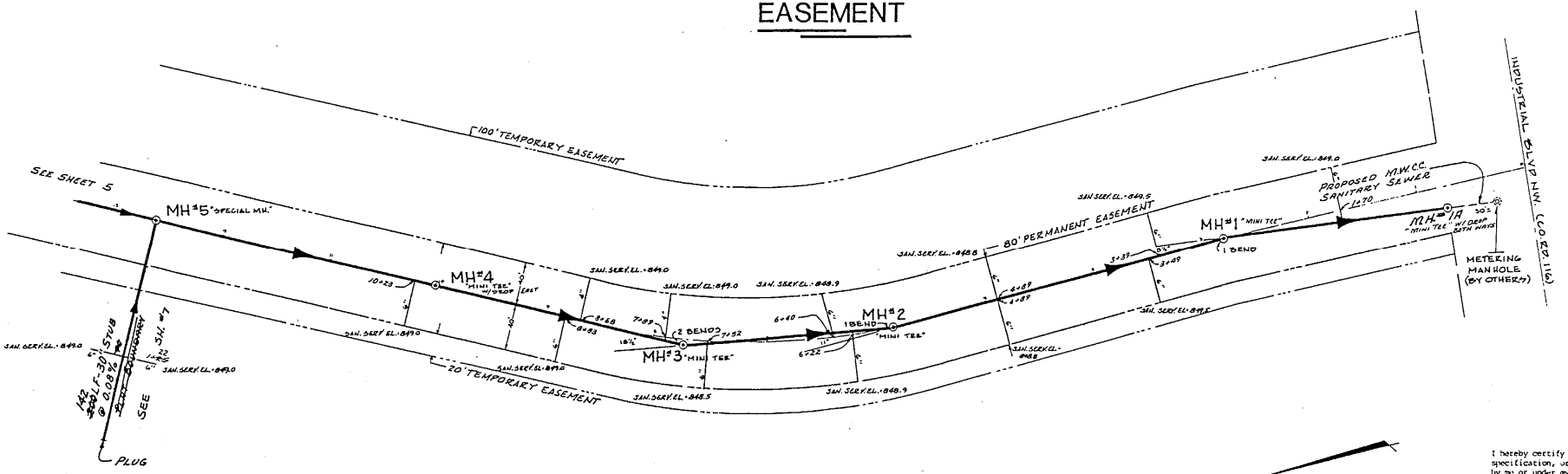


5/8", 3/4", 1" T-10, GALLONS

northern water works supply
FERGUSON WATERWORKS

Fed. Proj. No.

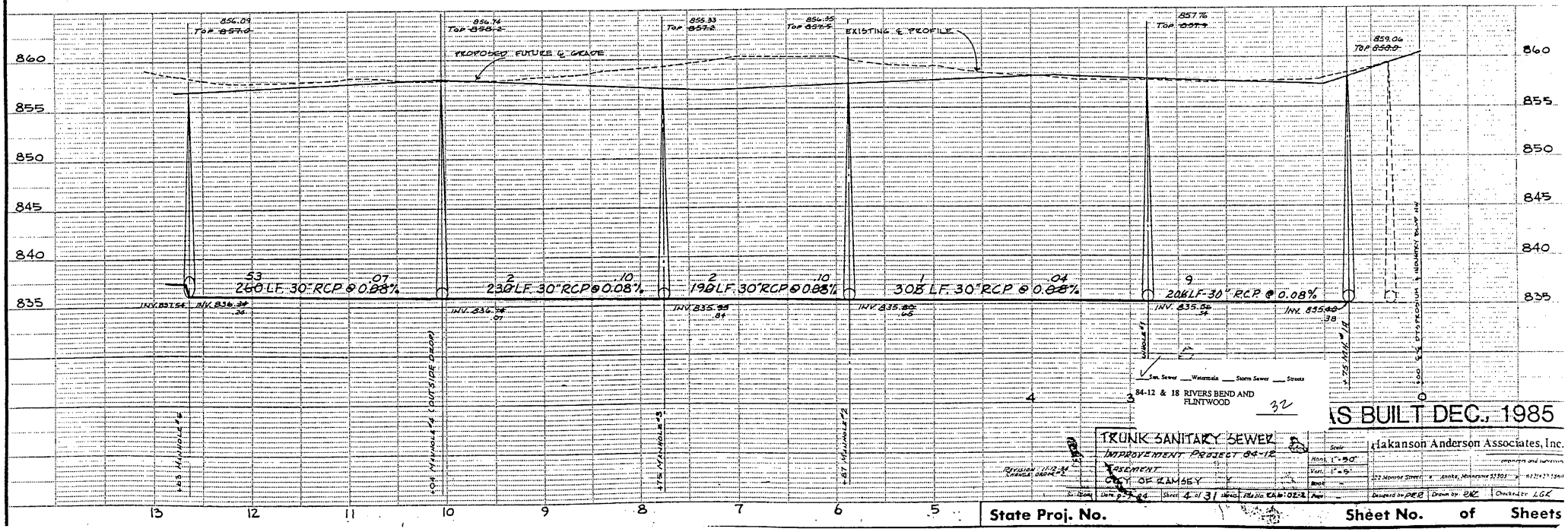
EASEMENT



NOTE: CONTRACTOR TO VERIFY ALL UTILITY LOCATION BEFORE DIGGING.

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

Date 4/8/86 Reg. No. 11576

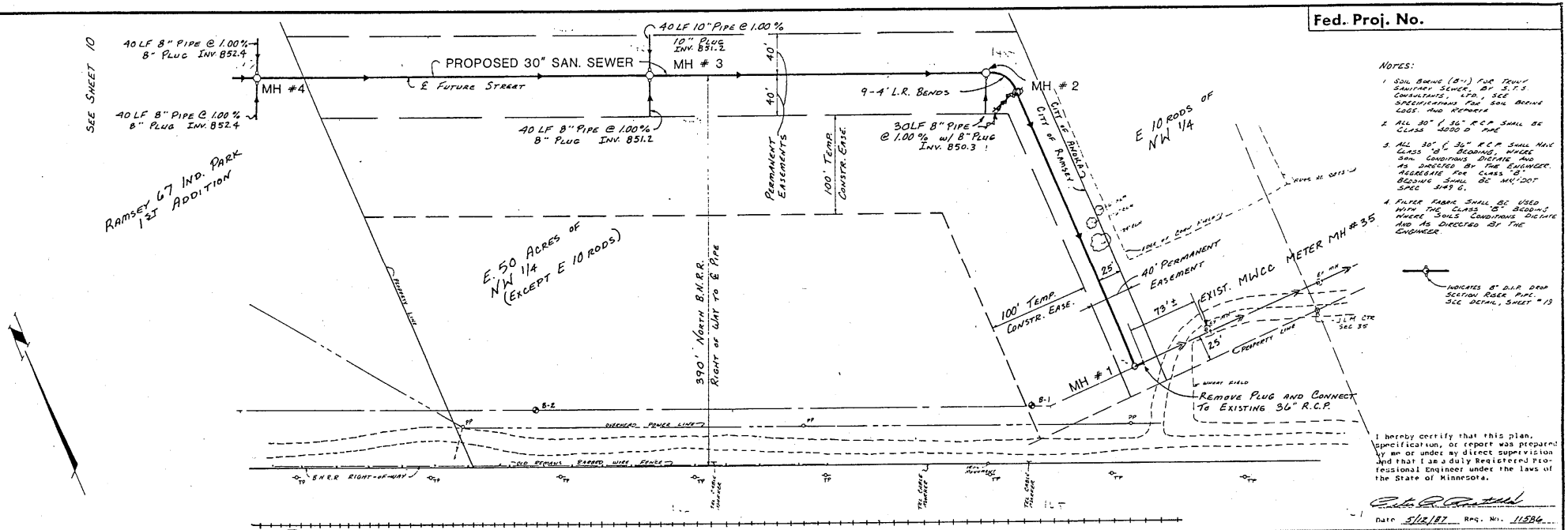


TRUNK SANITARY SEWER
IMPROVEMENT PROJECT 84-12
EASEMENT
CITY OF RAMSEY

Jakanson Anderson Associates, Inc.

State Proj. No. Sheet No. of Sheets

Fed. Proj. No.

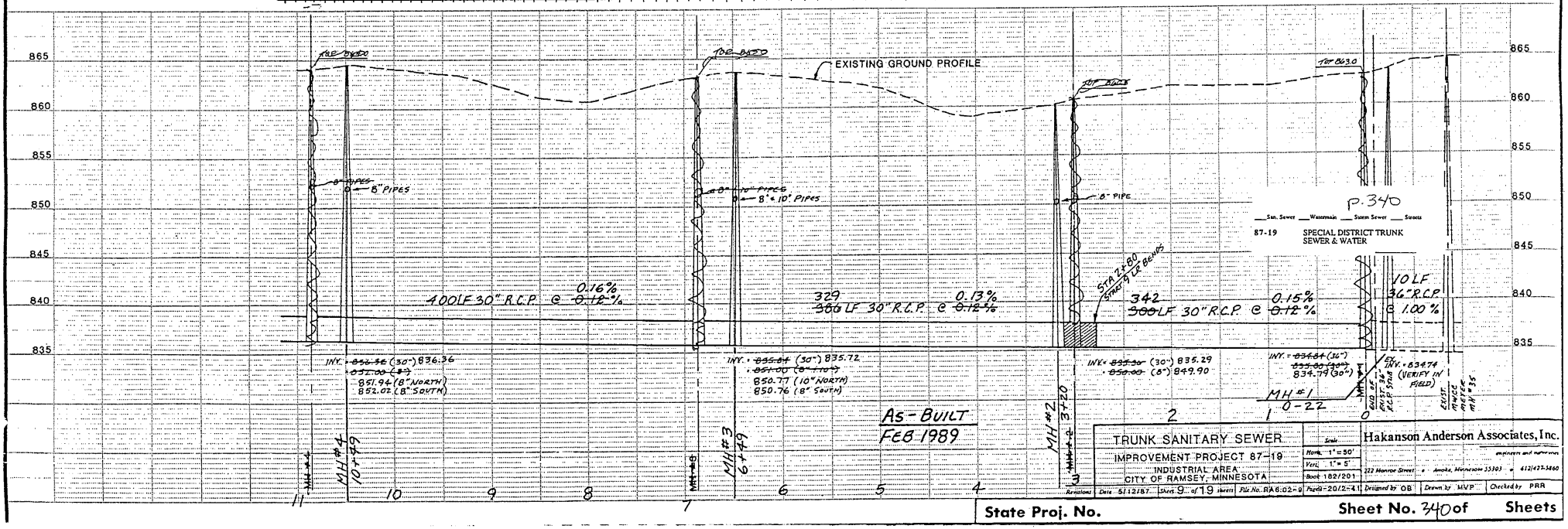


NOTES:

1. SOIL BORING (8") FOR TRUNK SANITARY SEWER, BY S.T.S CONSULTANTS, LTD.; SEE SPECIFICATIONS FOR SOIL BORING LOGS AND REPORT.
2. ALL 30" & 36" R.C.P. SHALL BE CLASS 3030 D PIPE.
3. ALL 30" & 36" R.C.P. SHALL HAVE CLASS "B" BEDDING, WHERE SOIL CONDITIONS DICTATE AND AS DIRECTED BY THE ENGINEER. AGGREGATE FOR CLASS "B" BEDDING SHALL BE MN/DOT SPEC 3149 G.
4. FILTER FABRIC SHALL BE USED WITH THE CLASS "B" BEDDING WHERE SOILS CONDITIONS DICTATE AND AS DIRECTED BY THE ENGINEER.

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

Date 5/12/87 Reg. No. 11586



AS-BUILT FEB 1989

p. 340

___San. Sewer ___Watermain ___Storm Sewer ___Streets

87-19 SPECIAL DISTRICT TRUNK SEWER & WATER

TRUNK SANITARY SEWER IMPROVEMENT PROJECT 87-19 INDUSTRIAL AREA CITY OF RAMSEY, MINNESOTA	Scale: Horiz. 1" = 50' Vert. 1" = 5'	Hakanson Anderson Associates, Inc. engineers and surveyors 222 Monroe Street • Anoka, Minnesota 55303 • 612/427-5860	
Revisions	Date 5/12/87	Sheet 9 of 19 sheets	File No. RA6.02-9
Book 182/201	Page 20/2-41	Designed by OB	Drawn by MVP
Checked by PRR			

State Proj. No. Sheet No. 340 of Sheets

Boulevard and between the property and the property to the west. He noted that these items were not created by the applicant but are challenges that exist in developing the property. He advised that he also submitted a letter, which states why it would be appropriate to grant a variance. He noted that staff has done a great job listing these facts in the proposed resolution as well. He noted that this use and setback supports the intent of the Comprehensive Plan and will help to improve the tax base of the community. He asked the Council to approve the variance for the reasons discussed tonight, as it will not affect the essential character of the neighborhood or future uses of the property around it.

Councilmember Musgrove stated that she reviewed the minutes from the Planning Commission meeting from June and noted that there was discussion of the desired setback and the Site Plan was approved at that time. She noted that she did not see the discussion related to the variance as discussed tonight.

Mayor LeTourneau noted that the variance discussion occurred at the July Planning Commission meeting.

Councilmember Heinrich stated that with the support of the residential property owner, she does not see a reason to deny the request.

Motion by Councilmember Heinrich, seconded by Councilmember Riley, to Adopt Resolution #19-180 Approving Appeal for a Variance to Buffer Yard Setbacks for Delta ModTech.

Further discussion: Councilmember Kuzma stated that he would like to support the Planning Commission and therefore would like to see this go back to the Planning Commission. He stated that the law is applied to everyone and he would want to see it done equally. Community Development Director Gladhill stated that the review was done based on the current statute and explained that the decision was based on the information shared or lack thereof.

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

Motion by Councilmember Musgrove, seconded by Councilmember Heinrich, to Adopt Resolution #19-152 Approving Development Agreement and Releasing and Restating Associated Agreements for Delta ModTech.

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

7.03: Adopt Resolution #19-085 Authorizing Submission of the City's 2040 Comprehensive Plan to the Metropolitan Council

Community Development Director Gladhill reviewed the staff report and recommendation to adopt Resolution #19-085 authorizing submission of the City's 2040 Comprehensive Plan to the Metropolitan Council.

Motion by Councilmember Kuzma, seconded by Councilmember Heinrich, to Adopt Resolution #19-085 Authorizing Submission of the City of Ramsey's 2040 Comprehensive Plan Update to the Metropolitan Council.

Further discussion: Councilmember Heinrich appreciated the additional work done by staff to implement the previous feedback of the Council. Councilmember Riley echoed the comments from Councilmember Heinrich stating that this is a document that everyone can live with.

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

7.04: Adopt Resolution #19-179 Approving Manufactures Cohort 2019 Renewal

Mayor LeTourneau stated that he is directly related to this case and therefore recused himself from the discussion.

Acting Mayor Riley took control of the case.

Economic Development Manager Sullivan reviewed the staff report and recommendation from the EDA to approve the resolution and continue to support the Anoka Area Chamber of Commerce Manufacture Cohort.

Councilmember Musgrove asked the number of years Ramsey has participated in the program and the previous contributions.

Economic Development Manager Sullivan stated that it is his understanding that Ramsey has participated in the program beginning in 2016. He assumed that the contribution has remained the same.

Community Development Director Gladhill confirmed that he believed that the contribution has been the same each year the City has participated.

Acting Mayor Riley confirmed that this would be the third year Ramsey has participated at the same level of contribution. He stated that as a member of the EDA, he was present for the presentation from Mayor LeTourneau. He explained that this cohort helps to support the local manufacturing businesses and bring together education to prepare youth in the community.

Councilmember Kuzma stated that he was also present for the presentation as a member of the EDA. He stated that the success in bringing prepared students to the workforce has been excellent and therefore he is in full support.

Motion by Councilmember Kuzma, seconded by Councilmember Heinrich, to Adopt Resolution #19-179 Approving Manufacturers Cohort 2019 Renewal.

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

Councilmember Musgrove acknowledged the effort of Mr. Tinklenberg. She asked for additional information on The Tinklenberg Group and whether there are anticipated trips to Washington D.C. She commented that the County most likely has a strong desire to see the same improvements along Highway 10.

Mr. Tinklenberg Group clarified that he is the only member of his company. He did not anticipate any upcoming trips to D.C. He advised of some federal funding opportunities and noted that these types of projects require a large mix of funding. He stated that they will continue to work with those in D.C. on those efforts and provided an update on recent conversations with Congressman Emmer's office. He stated that his preference would be to provide in person updates as often as he can, as he understands that written materials cannot always convey the information in the same way.

Mayor LeTourneau commented on the level of awareness that Mr. Tinklenberg brings with him in D.C. and at the Capital. He stated that it is a key part of scheduling meetings and gaining time with legislators and decision makers. He noted that because of the relationships Mr. Tinklenberg has, they have been able to gain conversations with people they may not otherwise gain.

Councilmember Kuzma thanked Mr. Tinklenberg for his efforts and recognized the success the City has had with Mr. Tinklenberg. He commented that he feels that there is value and understand the extra effort that will be needed to get this to the finish line.

Motion by Councilmember Kuzma, seconded by Councilmember Menth, to approve the amendment to the contract with The Tinklenberg Group to increase the monthly fee by $1,200 per month for the four months (February-May) of the contract, as stated in the proposal dated January 6, 2020.

Further discussion: Councilmember Musgrove stated that she has thought about this case and what to do but will support this because of the value needed for Sunfish Boulevard and Ramsey Boulevard. She recognized that in person updates may not be possible during the legislative session. Councilmember Riley stated that the increase proposed is only for the months of the legislative session, when more work will be involved. He stated that he looks forward to the successes ahead.

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

7.04: Authorize Staff to Submit Revised 2040 Comprehensive Plan to Metropolitan Council based on Initial Metropolitan Council Comments

Deputy City Administrator Gladhill reviewed the staff report and recommendation for the Council to direct staff to submit the updated 2040 Comprehensive Plan to the Metropolitan Council for their review.

Councilmember Riley referenced the forecasted growth shown on page six, noting that the Metropolitan Council is asking the City to amend the 2020 numbers to reflect an increase of 1,150 people.

Deputy City Administrator Gladhill stated that the population estimates shown currently are only going back to 2018, and therefore the increase reflects the increased growth the City has experienced in the past few years. He stated that the changes seem to be fairly accurate.

Councilmember Riley referenced the projected growth for 2040 and asked if that would be on track as well.

Deputy City Administrator Gladhill explained that staff was involved in that discussion with the Metropolitan Council based on the City's land use plan and growth trend. He stated that staff is comfortable with the estimates.

Councilmember Riley referenced the land use map and asked for clarification on the decisions the Council is about to make.

Deputy City Administrator Gladhill displayed the tracked change document, highlighting the BK Land parcel that the Council previously discussed tonight. He noted that there was a resolution reviewed by the Council in the past which guided this land use designation.

Councilmember Menth asked if the approval of this draft Comprehensive Plan would lock in the split of the land discussed in the previous sketch plan review.

Deputy City Administrator Gladhill stated that the decision tonight would not lock the Council into a decision. He stated that this would simply authorize staff to send in the updated Comprehensive Plan to the Metropolitan Council for additional review. He noted that the Council will still have the ability to change the plan prior to final adoption of the Comprehensive Plan. He provided additional clarification on the action taken earlier tonight related to the zoning request and sketch plan review.

Councilmember Heinrich asked for additional information on the changes to high density residential on page 37.

Deputy City Administrator Gladhill explained that the Metropolitan Council wants a more detailed land use plan for The COR, compared to the previous master plan which stated that a certain number of households were planned within The COR boundaries.

Motion by Councilmember Riley, seconded by Councilmember Kuzma, to Authorize Staff to Submit the Updated 2040 Comprehensive Plan to the Metropolitan Council.

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

TABLE OF CONTENTS

1. CALL TO ORDER 2
2. PRESENTATION 2
3. CITIZEN INPUT 2
4. APPROVE AGENDA 2
5. CONSENT AGENDA 2
6. PUBLIC HEARING 4
6.01: Public Hearing: Adopt Ordinance #20-20 Adopting the 2021 Schedule of Rates, Fees and Charges 4
7. COUNCIL BUSINESS 5
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 5
7.02: Consider Expansion of Alpine Park's Off-Leash Area – a 2020 Parks Capital Improvement 5
7.03: Adopt Resolution #20-279 Approving Final Version of 2040 Comprehensive Plan Update 6
8. MAYOR, COUNCIL AND STAFF INPUT 7
9. ADJOURNMENT 7

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.

March 31, 2020

Tim Gladhill, Community Development Director
City of Ramsey
7550 Sunwood Drive NW
Ramsey, MN, 55303

RE: City of Ramsey 2040 Comprehensive Plan – Incomplete for Review
Metropolitan Council Review File No. 21819-1
Metropolitan Council District 9

Dear Mr. Gladhill:

Thank you for the submission of the City of Ramsey's 2040 Comprehensive Plan (Plan) on September 5, 2019. The Council reviewed the Plan and sent a response letter on September 26, 2019. The City submitted a revised 2040 Comprehensive Plan on March 10, 2020. Council staff found that there are areas where the Plan is still incomplete. Review of the Plan will be suspended until the additional information is submitted and found complete for review. The following items were found incomplete:

REQUIRED INFORMATION

Wastewater (Roger Janzig, 651-602-1119)

- Provide an electronic map or maps (GIS shape files or equivalent) showing the following existing sanitary sewer system information:
  - Lift stations.
  - Existing connection points to the metropolitan disposal system.
  - Future connection points for new growth, if needed.
  - Local sewer service districts by connection point.
  - Intercommunity connections.
  - Proposed changes in government boundaries based on orderly annexation agreements.
  - Location of all private and public wastewater treatment plants in the City.
- Describe the sources, extent, and significance of existing inflow and infiltration in both the municipal and private sewer systems.
  - Include a breakdown of residential housing stock age within the City into pre- and post-1970 era, and what percentage of pre-1970 era private services have been evaluated for I/I susceptibility and repair.
  - Include the measured or estimated amount of clearwater flow generated from the public municipal and private sewer systems.
    - For quantifying I/I, some communities have used the *EPA guidance* to determine the annual I/I and peak month I/I *https://www3.epa.gov/region1/sso/pdfs/Guide4EstimatingInfiltrationInflow.pdf*
    - Council staff advise review of the *www.metrocouncil.org/iandi* website and the *Thrive 2040 plan* for current policy.
- Provide a map or maps (GIS shape files or equivalent) showing the following information:
  - Location of sub-surface sewage treatment systems.
  - Location of nonconforming systems or systems with problems.

Subsurface Sewage Treatment Systems (SSTS) (Kyle Colvin, 651-602-1151)
On Page 4 of Chapter 9, Water Resources Plan (PDF page 226), the Plan states that the City maintains a database of approximately 4,170 SSTS; and that the City has an estimated 4,170 SSTS. On Page 2 of Chapter 9 (PDF page 224) Table 1 shows 4,418 SSTS in 2010 and 4,600 SSTS in 2020. These numbers need to be consistent throughout the Plan.

Forecasts (Todd Graham, 651-602-1322)
The City requests a revision of its population, households, and employment forecast. (Forecasts appear in Tables 1 thru 4, and 22 through 24). The employment forecast revision has been previously discussed and agreed to by Council staff. The population and households revision has not been agreed to.

At this time, Council staff can agree to the City's requested revision of 2020 and 2030 numbers. The Council will require that the 2040 sewer-serviced forecast remain as specified in the System Statement: 8,940 sewer-serviced households. The corresponding sewer-serviced population will be 25,900 in 2040. The Plan is incomplete, awaiting an agreement on an acceptable sewer-serviced forecast.

Sewer-Serviced Forecast: City of Ramsey

	Census	System Statement			City's Proposed Forecast			Council staff Recommendation
	2010	2020	2030	2040	2020	2030	2040	2040
Population	10,615	13,340	21,160	23,920	14,210	19,865	25,520	25,900
Households	3,615	4,720	7,780	8,940	5,000	6,850	8,800	8,940
Employment	4,304	6,080	6,800	7,340	6,280	7,100	7,640	7,640

Total Forecast: City of Ramsey

	Census	Council Forecast			Observed	City's Proposed Forecast		
	2010	2020	2030	2040	2018	2020	2030	2040
Population	23,668	26,400	30,700	34,700	27,051	27,550	33,350	39,150
Households	8,033	9,400	11,300	13,000	9,211	9,600	11,500	13,500
Employment	4,779	6,700	7,500	8,100	6,864	6,900	7,800	8,400

Advisory Comments
Red-line edits contained in the TAZ table (Table 43) cause errors in extracting the data into a database. This needs to be corrected in the final version of the Plan.

Land Use (Eric Wojchik, 651-602-1330)
Future Land Use

- This resubmitted Plan includes a revision to the High Density Residential land use category density range. Previously, the density range of this category was 10-15 units/acre. The Plan has been revised to 8-15 units/acre which results in the density range for this land use now inconsistently referenced in the Plan:
  - Both Table 35, Development Staging by Planning Period, on page 41, and Future Land Use Descriptions, on page 32, still show the HDR land use category with a minimum residential density of 10 units/acre. The density ranges for this land use category must be consistently referenced throughout the Plan.
- Table 35, Development Staging by Planning Period, on page 41, shows MU High Density Residential land use as having 16.39 development acres, but this is inconsistent with the 6.9

development acres for this land use shown in Table 34, Forecasted Growth Allocations, on page 38. Information must be consistently referenced throughout the Plan.

- Per the previous response letter, the Mixed Use category is identified as Mixed Use Low (5-15 units/acre), Medium (8-25 units/acre) and High (15-75 units/acre) in both the land use category descriptions and in Tables 31, 32, 33, and 34. However, there is only one Mixed Use category identified in Figure 4, page 30, Future Land Use map. If the Plan does not differentiate these Mixed Use categories the Future Land Use map, the Council will use the minimum (MU Low at 5 units/acre) and the maximum (MU High at 75 units/acre) in all density and Affordable Housing Need allocation calculations.
    - The calculation results in a lower overall community density and a lower Affordable Housing calculation for the City. For instance, for 2021-2030, only 295 affordable housing units can be calculated using the minimum, as opposed to 502 units when MU Medium and MU High are included. It would be in the City's interest to display all the MU land uses on the Future Land Use map to allow for calculation of Mixed Use (Low Density), Mixed Use (Medium Density), and Mixed Use (High Density) land uses, respectively.
    - If the City does not wish to identify specific areas within the Center of Ramsey (COR) on the Future Land Use map for MU Low, MU Medium, and MU High, then an alternative approach to including these acreages in calculations may be feasible, but it will require specific Plan language regarding the MU acreages and the amendment process should such acreages change. Such an approach should be discussed with Council staff.

Density Calculations

The Plan needs to demonstrate how the land use guiding is anticipated to achieve minimum development/redevelopment densities of 15 units per acre within 1/2 mile of the Northstar Commuter rail station. Minimum average net densities within 1/2 mile of the Ramsey Northstar Commuter rail station must meet the minimum of 15 units per acre based on the standards in the *2040 Transportation Policy Plan*.

- The revised Plan includes Table 33, on page 38, to address this requirement. However, this table does not calculate ***minimum*** average net densities; instead, it uses the midpoint to calculate density.
    - Moreover, this calculation should be made for all development/redevelopment areas within 1/2 of the station, but no acreages are included in the calculation.
    - To meet this requirement, some communities have opted to use a transit overlay district which includes a minimum density of 15 units per acre for any future proposed residential development within 1/2 mile of the station area.
    - For more guidance, please refer to the Council resource "Density and Activity Near Transit": *https://metrocouncil.org/Handbook/Files/Resources/Fact-Sheet/LAND-USE/Density-and-Activity-Near-Transit.aspx*
- On page 120, in the Housing Chapter, the total planned affordable housing units is detailed to be 528 units. However, this total of 528 units, calculated from Table 34, on page 38, should be revised based on Table 35 for the 2021-2030 decade. Moreover, per the Land Use comments above, the Low, Medium, and High MU acreages and resulting minimum units can only be applied if the MU land uses are mapped in Figure 4, Future Land Use map, on page 30.

Advisory Comments

The Rural Developing (0.1-0.4 units/acre) and Low Density Residential (3-4 units/acre) density ranges leave a gap for planned development densities of 0.4 to three units per acre. While the Plan acknowledges a transitional development approach where the two land uses are adjacent

to one another, it is unclear whether the density of this transitional development would be within the two categories' allowed density ranges.

Housing (Hilary Lovelace, 651-602-1555)

The Plan is complete for review, but inconsistent with Council housing policy.

- Table 57, on page 119, in the Housing Chapter details the original community forecast. This page and any subsequent details need to be revised to reflect the City's revised forecast.

Implementation Plan

The Plan fails to consider the use of their own municipal HRA or EDA, which is a widely accepted tool that must be considered. If a community plans to rely on cooperation with County HRA or EDAs and not use their own local development powers, stating so in the Plan will satisfy this requirement for consistency with Council housing policy.

Advisory Comments

- Page 120, in the Housing Chapter, makes reference to Table 7, Forecasted Growth Allocations. This reference should be revised to Table 34.
- If the community forecast is revised upward, this may increase the Affordable Housing Need allocation number. The City should consider this factor in making any Plan revisions. The City may need to guide more High Density Residential land to meet a revised housing need number.

Water Supply (John Clark, 651-602-1452)

Because the community has a municipal public water supply system, the Local Water Supply Plan (LWSP) must be included as part of the 2040 Plan. Council staff request that the City provide the complete final LWSP in an appendix to the 2040 Plan.

The City prepared a LWSP in 2016 that was submitted to both the MN Department of Natural Resources (DNR) and Metropolitan Council and reviewed separately. Council comments were shared with the DNR on July 5, 2017.

Advisory Comments

The City will need to update its LWSP with the current total population forecast revisions requested by the City. This includes Table 7 "Projected Annual Water Demand" and any other Plan information that the population changes may impact such as future infrastructure needs. The updated Plan would then need to be submitted to the Council as an appendix to the 2040 Plan. In order to ensure Plan consistency across agencies the updated LWSP needs to be provided to the DNR.

Mississippi River Corridor Critical Area (MRCCA) (Raya Esmaeili, 651-602-1616)

The MRCCA section of the Plan is still undergoing review through the DNR's 45-day review period. Please note that the DNR will communicate directly with the City about the review and approval of the MRCCA plan under the Critical Areas Act (Minn. Statute § 116G.07 Subd. 3) and the MRCCA Rules (Minn. Rules 6106.0070 Subp. 3. E.). The Plan will be considered complete for this item once the DNR has issued its conditional approval letter.

Implementation (Eric Wojchik, 651-602-1330)

The Plan does include an Implementation Chapter, Chapter 10. However, as stated in the previous response letter, the Plan and Implementation Chapter needs to include the following:

- Local zoning map and zoning category descriptions.
- Descriptions of all relevant official controls addressing at least zoning, subdivision, water supply, and private sewer systems.

- A Capital Improvement Program (CIP) for transportation, sewers, parks, water supply, and open space facilities. The CIP must align with development staging and include budgets and expenditure schedules.

OTHER ADVISORY INFORMATION
Council staff offer the following additional advisory comments for your consideration.

Surface Water Management (Judy Sventek, 651-602-1156)
When available, Council staff request that the City provide the date the City adopted the final Local Water Management Plan (LWMP), and a copy of the final adopted LWMP that will be included in the Plan that the City adopts, if it differs from the August 23, 2018 version contained in the September 5, 2019 Plan submittal.

To expedite the Council's review of supplemental materials submitted in response to incomplete items, please provide a cover memo that outlines where and how the incomplete items are addressed in the new material. Also, as with the original submittal, please use the online submittal for supplemental information.

After all of the required elements of the Plan are submitted and found complete, Council staff will begin the official review process. If you have any questions or need further information regarding the comments in this letter, please contact Raya Esmaeili, Principal Reviewer, at 651-602-1616, or Eric Wojchik, Sector Representative, at 651-602-1330 with any questions or for additional assistance.

Sincerely,



Angela R. Torres, AICP, Manager
Local Planning Assistance

CC: Matt Bauman, Minnesota Department of Natural Resources
Tod Sherman, Development Reviews Coordinator, MnDOT Metro Division
Raymond Zeran, Metropolitan Council District 9
Eric Wojchik, Sector Representative
Raya Esmaeili, Principal Reviewer/Reviews Coordinator

N:\CommDev\LPA\Communities\Ramsey\Letters\Ramsey 2040 CPU 21819-1_2nd_Incomplete.docx

Community Development Committee
Meeting date: November 16, 2020

Environment Committee
Meeting date: December 8, 2020

For the Metropolitan Council meeting of December 16, 2020

Subject: City of Ramsey 2040 Comprehensive Plan and Comprehensive Sewer Plan, Review File 21819-1

District(s), Member(s): District 9, Raymond Zeran

Policy/Legal Reference: Metropolitan Land Planning Act (Minn. Stat. § 473.175), Minn. Stat. § 473.513

Staff Prepared/Presented:	Eric Wojchik, Planning Analyst (651-602-1330) Angela R. Torres, Local Planning Assistance Manager (651-602-1566) Kyle Colvin, Engineering Programs, Manager (651-602-1151)
Division/Department:	Community Development / Regional Planning Environmental Services / Technical Services

Proposed Action
That the Metropolitan Council adopt the attached Advisory Comments and Review Record and take the following actions:

Recommendations of the Community Development Committee

1. Authorize the City of Ramsey to place its 2040 Comprehensive Plan into effect.
2. Revise the City's forecasts upward as shown in Table 2 and Table 3 of the attached Review Record.
3. Advise the City to implement the advisory comments in the Review Record for wastewater, surface water management, land use, water supply, and plan implementation.
4. Advise the City to adopt the Mississippi River Critical Corridor Area (MRCCA) Plan within 60 days after receiving final DNR approval, and submit a copy of the final adopted plan and evidence of adoption to the DNR, Council, and National Park Service within 10 days after the adoption.

Recommendation of the Environment Committee

1. Approve the City of Ramsey's Comprehensive Sewer Plan.

METROPOLITAN COUNCIL

Advisory Comments

The following Advisory Comments are part of the Council action authorizing the City of Ramsey to implement its 2040 Comprehensive Plan (Plan).

Community Development Committee

1. As stated in the *Local Planning Handbook*, the City must take the following steps:
    a. Adopt the Plan in final form after considering the Council's review recommendations as contained in the body of this report.
    b. Submit one hard copy and one electronic copy of the Plan to the Council. The electronic copy must be submitted as one unified file.
    c. Submit to the Council a copy of the City Council resolution evidencing final adoption of the Plan.
2. The *Local Planning Handbook* also states that local governments must formally adopt their comprehensive plans within nine months after the Council's final action. If the Council has recommended changes to the Plan, local governments should incorporate those recommended changes into the Plan or respond to the Council before "final adoption" of the comprehensive plan by the governing body of the local governmental unit. (Minn. Stat. § 473.858, subd. 3)
3. Local governments must adopt official controls as identified in their 2040 comprehensive plans and must submit copies of the official controls to the Council within 30 days after the official controls are adopted. (Minn. Stat. § 473.865, subd. 1)
4. Local governmental units cannot adopt any official controls or fiscal devices that conflict with their comprehensive plans or which permit activities in conflict with the Council's metropolitan system plans (Minn. Stat. §§ 473.864, subd. 2; 473.865, subd. 2). If official controls conflict with comprehensive plans, the official controls must be amended within 9 months following amendments to comprehensive plans (Minn. Stat. § 473.865, subd. 3).

Environment Committee

1. The Council-approved Comprehensive Sewer Plan becomes effective only after the Plan receives final approval from the local governmental unit's governing body. After the Plan receives final approval from the City and the Comprehensive Sewer Plan becomes effective, the City may implement its Plan to alter, expand, or improve its sewage disposal system consistent with the Council-approved Comprehensive Sewer Plan.
2. A copy of the City Council resolution adopting its 2040 comprehensive plan, including its Comprehensive Sewer Plan, must be submitted to the Council.

Background

The City of Ramsey is located along the western border of Anoka County. It is surrounded by the communities of Nowthen, Oak Grove, Andover, Anoka, Champlin, Dayton, and Rogers.

The City submitted its 2040 Comprehensive Plan (Plan) to the Council for review to meet the Metropolitan Land Planning Act requirements (Minn. Stat. §§ 473.851 to 473.871) and the Council's 2015 System Statement requirements.

Review Authority & Rationale

Minn. Stat. § 473.175 directs the Metropolitan Council to review a local government's comprehensive plan and provide a written statement to the local government regarding the Plan's:

- **Conformance** with metropolitan system plans
- **Consistency** with the adopted plans and policies of the Council
- **Compatibility** with the plans of adjacent governmental units and plans of affected special districts and school districts

By resolution, the Council may require a local government to modify its comprehensive plan if the Council determines that "the plan is more likely than not to have a substantial impact on or contain a substantial departure from metropolitan system plans" (Minn. Stat. § 473.175, subd. 1).

Each local government unit shall adopt a policy plan for the collection, treatment, and disposal of sewage for which the local government unit is responsible, coordinated with the Metropolitan Council's plan, and may revise the same as often as it deems necessary (Minn. Stat. § 473.513).

The attached Review Record details the Council's assessment of the Plan's conformance, consistency, and compatibility, and is summarized below.

Review Standard	Review Area	Plan Status
Conformance	Regional system plan for Parks	Conforms
Conformance	Regional system plan for Transportation, including Aviation	Conforms
Conformance	Water Resources (Wastewater Services and Surface Water Management)	Conforms
Consistency with Council Policy	*Thrive MSP 2040* and Land Use	Consistent
Consistency with Council Policy	Forecasts	Consistent, with the proposed forecast revision
Consistency with Council Policy	*2040 Housing Policy Plan*	Consistent
Consistency with Council Policy	Water Supply	Consistent
Consistency with Council Policy	Community and Subsurface Sewage Treatment Systems (SSTS)	Consistent
Compatibility	Compatible with the plans of adjacent and affected governmental districts	Compatible

Thrive Lens Analysis

The proposed 2040 comprehensive plan is reviewed against the land use policies in *Thrive MSP 2040*. To achieve the outcomes identified in Thrive, the metropolitan development guide defines the Land Use Policy for the region and includes strategies for local governments and the Council to implement. These policies and strategies are interrelated and, taken together, serve to achieve the outcomes identified in Thrive.

Funding

The Metropolitan Council awarded the City a Planning Assistance Grant of $32,000 to complete its 2040 comprehensive plan. The first half of this grant was paid to initiate the local planning process. The second half of the grant will be paid after Council authorization of the City's plan, local adoption, and the City's submittal of final reporting requirements.

Known Support / Opposition

List any known local opposition/support if applicable. There is no known local opposition to the 2040 comprehensive plan.

REVIEW RECORD

City of Ramsey 2040 Comprehensive Plan

Review File No. 21819-1, Business Item No. 2020-309 JT

The following Review Record documents how the proposed Plan meets the requirements of the Metropolitan Land Planning Act and conforms to regional system plans, is consistent with regional policies, and is compatible with the plans of adjacent and affected jurisdictions.

Conformance with Regional Systems

The Council reviews plans to determine conformance with metropolitan system plans. The Council has reviewed the City's Plan and finds that it conforms to the Council's regional system plans for Regional Parks, Transportation (including Aviation), and Water Resources.

Regional Parks and Trails

Reviewer: Colin Kelly, Community Development (CD) - Regional Parks (651-602-1361)
The Plan conforms to the *2040 Regional Parks Policy Plan* (RPPP). Anoka County is the Park Implementing Agency for Regional Parks System components in Ramsey, for which the Plan accurately describes the Regional Parks System components. Regional Parks, Park Reserves or Special Recreation Features in the City include Rum River Central and Mississippi West regional parks. Regional Trails located within the City include the Central Anoka and Mississippi River regional trails. There are no State or Federal recreation lands in the City.

Regional Transportation, Transit, and Aviation

Reviewer: Russ Owen, Metropolitan Transportation Services (MTS) (651-602-1724)
The Plan conforms to the *2040 Transportation Policy Plan* (TPP). The Plan accurately reflects transportation system components of the TPP as well as applicable land use policies for regional transitways. The Plan is also consistent with Council policies regarding community roles, the needs of non-automobile transportation, access to job concentrations, and the needs of freight, except as detailed below. The Plan is compatible with the plans of adjacent and affected governmental units.

Roadways

The Plan conforms to the Roadways system element of the TPP. The City's Plan accurately accounts for the metropolitan highway system of principal arterials including planned additions and improvements identified in the Current Revenue Scenario, and any right-of-way preservation needs. This includes the construction of an interchange and rail grade separation at TH 10 Armstrong Boulevard.

The City's Plan accurately reflects the regional functional classification map of A-minor arterials and has delineated major and minor collectors.

The Plan identifies all the required characteristics of the community's roadways, including existing and future functional class, right-of-way preservation needs, and existing and forecasted traffic volumes for principal and A-minor arterials. Forecasting was done consistent with regional methodology.The Plan also includes guidelines on how access will be managed for principal and A-minor arterials.

The Plan identifies roadway and corridor studies that include recommendations regarding alignments, changes in access, and/or changes in land use, including the Highway 10 Access Planning Study. The Plan accurately describes the status of such facilities, including needs for right-of-way and the likelihood and timing of funding.

METROPOLITAN COUNCIL

Transit
The Plan conforms to the Transit system element of the TPP. It shows the location of existing transit routes and facilities and acknowledges the City is within Transit Market Area IV.

The Plan incorporates existing and future transitways that are part of the Current Revenue Scenario in the TPP. This includes the Northstar Commuter Rail. For transitways that are in service or in advanced stages of planning, the Plan incorporates guiding land use for station areas that meet the minimum density targets of the TPP. (See Land Use section of this Review Record for land use and density analysis.)

The Plan is consistent with the policies of the Transit system element of the TPP. The Plan addresses community roles related to its Community Designation, as well as the opportunities and challenges related to its Transit Market Area.

Aviation
The Plan conforms to Aviation system element of the TPP. The Plan includes policies that protect regional airspace from obstructions and addresses seaplane use.

Bicycling and Walking
The Plan is consistent with the Bicycle and Pedestrian chapter of the TPP. The Plan identifies existing and future segments of and connections to the Regional Bicycle Transportation Network (RBTN) and regional trails. (For other comments regarding regional trails, see the Regional Parks section of this Review Record.) The Plan proposes a preferred alignment for an RBTN corridor and clearly identifies the alignment as "proposed for the RBTN".

The Plan is also consistent with Bicycle and Pedestrian policies of the TPP by planning for local pedestrian and bicycle connections to transit, regional trails, regional job concentrations, and other regional destinations as identified on the RBTN map.

Freight
The Plan is consistent with Freight policies of the TPP. The Plan identifies the needs of freight movement in and through the community, including accessibility to freight terminals and facilities. These specific needs include safety concerns at at-grade rail crossings.

Transportation Analysis Zones (TAZs)
The Plan conforms to the TPP regarding TAZ allocations. The City's TAZ allocations for employment, households and population appropriately sum to the Metropolitan Council's citywide forecast totals for all forecast years.

Water Resources

Wastewater Service
Reviewer: Kyle Colvin, Environmental Services (ES) – Engineering Programs (651-602-1151)
The Plan conforms to the *2040 Water Resources Policy Plan* (WRPP). It represents the City's guide for future growth and development through the year 2040. It includes growth forecasts that are consistent with the Council's accepted forecasts for population, households, and employment.

Current wastewater treatment services are provided to the City by the Metropolitan Council Environmental Services (MCES). Wastewater generated within the City is conveyed by Council Interceptors 7707 and 8362-299 with treatment at the Metropolitan Council's Metropolitan Wastewater Treatment Plant in St. Paul. The Plan projects that the City will have 8,940 sewered households and 7,640 sewered employees by 2040. The Metropolitan Disposal System with its scheduled improvements has or will have adequate capacity to serve the City's growth forecasts.

The Plan provides sanitary flow projections in 10-year increments. The rationale for the projections is given in the Plan and determined appropriate for planning local services. The Metropolitan Council is committing to provide the level of wastewater service based on the sewered forecasts as stated in the sewer element of the Plan.

The Land Use Plan reflects an overall minimum residential sewered density that is consistent with Council policy for future sewered residential growth for Emerging Suburban Edge communities.

The Plan defines the community's goals, policies, and strategies for preventing and reducing excessive inflow and infiltration (I/I) primarily in the local municipal (City) sanitary sewer system. The Plan includes a summary of activities and programs intended to mitigate I/I in the public collection system including inspection, evaluation and mitigation. The City's program includes a televised inspection program whereby 10% of the City's total system is inspected annually. Any I/I issues that are discovered from the inspection are corrected. Follow-up work includes addressing leaking joints, collapsed pipe and leaking manholes. The Plan characterizes that less than one percent of the homes within the City were built prior to 1970, and that half of those private services have been evaluated for I/I susceptibility. The Plan infers that I/I from private property sources is not significant and does not reflect any evaluation or mitigation efforts in this portion of the collection system.

The Plan describes the requirements and standards for minimizing I/I and references City Ordinance (92-05) that prohibits the connection of sump pump, rain leaders, or passive drain tile from the sanitary sewer system and requires those that exist be disconnected. The Plan also states that the City has adopted the Minnesota State Building Code, which states that storm sewer systems shall not drain into sewers intended for sanitary sewage only (§4715.2700).

The Plan describes the sources, extent, and significance of existing I/I within the private property collection system and provides a description of an implementation plan for preventing and eliminating excessive I/I from entering the public collection system. The Plan states that less than one percent of the total residential households within the City have clay tile services and suggests that very little I/I within the City originates in the private collection system. Using an unspecified methodology, the Plan suggests that as little as 1,000 gallons per day, or 0.001 million gallons per day originates from all private property sources. The Plan does not provide an estimate for I/I that originates in the public collection system.

Comprehensive Sewer Plan Comments

The Sewer Element of the Plan has been reviewed against the requirements for Comprehensive Sewer Plans for Emerging Suburban Edge communities. It was found to be complete and consistent with Council polices. Upon adoption of the Plan by the City, the action of the Council to approve the Sewer Plan becomes effective. At that time, the City may implement its Update to alter, expand, or improve its sewage disposal system consistent with the approved Sewer Plan. A copy of the City Council Resolution adopting its Plan needs to be submitted to the Metropolitan Council for its records.

Advisory Comment

1. The Plan references two previous studies related to wastewater system planning and system evaluation efforts. A 2012 Comprehensive Update Study, and a subsequent Bolton & Menk 2016 update to that study. A portion of the 2016 Update was provided in Appendix B. The City shall include full version copies of both studies within the final fully adopted Plan that is to be submitted to the Council after local adoption.

Surface Water Management

Reviewer: Judy Sventek, ES – Water Resources (651-602-1156)

The Plan is consistent with Council policy requirements and in conformance with the Council's *2040 Water Resources Policy Plan* for local surface water management. The Plan satisfies the requirements for 2040 comprehensive plans.

Ramsey lies within the oversight boundaries of the Lower Rum River Watershed Management Organization (WMO). The City submitted a draft Local Water Management Plan (LWMP) update to the Metropolitan Council (Council) in November 2018. Council Water Resources staff reviewed and commented on the LWMP to the City and WMO in a letter dated November 7, 2018. The LWMP was approved by the Lower Rum River WMO on December 20, 2018. The Plan incorporates the City's August 23, 2018 draft LWMP in an Appendix.

Advisory Comments

When available, we request that the City provide to the Council the date the City adopted the final LWMP, and a copy of the final adopted LWMP.

Consistency with Council Policies

The Council reviews plans to evaluate their apparent consistency with the adopted plans of the Council. Council staff have reviewed the City's Plan and find that it is consistent with the Council's policies, as detailed below.

Forecasts

Reviewer: Todd Graham, CD – Research (651-602-1322)

The City and Council staff have discussed and agreed on forecast revisions. (Forecasts appear in Tables 1 through 4, Figures 5 and 15, Tables 21 through 24). Council staff find that there has been more growth in the past decade than previously forecasted. Forecast revisions are highlighted in the following tables:

Table 1. City of Ramsey Forecasts

	Census	Estimated	System Statement			Revised Forecast		
	2010	2019	2020	2030	2040	2020	2030	2040
Population	23,668	27,263	26,400	30,700	34,700	27,550	33,350	39,150
Households	8,033	9,428	9,400	11,300	13,000	9,600	11,500	13,500
Employment	4,779	6,937	6,700	7,500	8,100	6,900	7,800	8,400

Table 2. City of Ramsey Sewer-Serviced Forecasts (Metro Plant)

	Census	System Statement			Revised Forecast		
	2010	2020	2030	2040	2020	2030	2040
Population	10,615	13,340	21,160	23,920	14,210	19,865	25,900
Households	3,615	4,720	7,780	8,940	5,000	6,850	8,940
Employment	4,304	6,080	6,800	7,340	6,280	7,100	7,640

The Council will approve the revised forecasts above, simultaneous with action on the Plan. The Affordable Housing Need calculation for Ramsey is unaffected by this forecast revision.

The Land Use Plan describes how land supply and staging accommodate forecasted growth. The City analyzes that the land supply within MUSA can accommodate the forecast for 2020-2040 if the land supply is fully developed and absorbed, mostly at densities above the mid-point of allowed ranges.

Thrive MSP 2040 and Land Use

Reviewer: Eric Wojchik, CD – Local Planning Assistance (651-602-1330)

The 2040 comprehensive plan is consistent with *Thrive MSP 2040* and its land use policies. The Plan acknowledges the *Thrive* community designation of Emerging Suburban Edge (Figure 2). *Thrive* describes Emerging Suburban Edge communities as places that are in stages of transitioning into urbanized levels of development.

Emerging Suburban Edge communities are expected to plan for forecasted population and household growth at average densities of at least 3-5 units per acre for new development and redevelopment. Furthermore, communities designated as Emerging Suburban Edge are expected to target higher-intensity developments in areas with better access to regional sewer and transportation infrastructure, connections to local commercial activity centers, transit facilities, and recreational amenities. Unlike many other emerging suburban edge communities, Ramsey is uniquely characterized by a wide variety of land uses from higher intensity commercial and industrial uses along major transportation corridors to an extensive array of housing types ranging from rural residential homes to apartment buildings and mixed use develoments in the Center of Ramsey (COR) area.

The existing land uses in the City of Ramsey are predominantly residential (40%) and undeveloped land (29%). The majority of the commercial (1%), industrial (3%) and institutional (1%) uses are near transportation corridors and within the Center of Ramsey area. Approximately 10% of the City consists of parks and open space (Figure 3).

Future residential land use categories include Low Density Residential, Medium Density Residential, High Density Residential, and Mixed Use (Figure 4). The latter land use category carries a residential share of 50%. The Mixed Use category includes subcategories of MU Low (5-15dua), MU Medium (8-25dua), and MU High (15-75dua), all within the Center of Ramsey (COR) planning area. To determine the planned residential density calculation of the Mixed Use land use category in Table 3, the minimum of MU Low and the maximum of MU High are utilized because the Mixed Use land use category is mapped as a standalone land use in the Future Land Use Map (Figure 4).

Within the unsewered portions of the City, primarily the northwest, central, and northeastern portions of the City, the Plan guides land at low densities with the Rural Developing land use (1 unit per 10 acres) to allow for the future expansion of urban services to these areas. The Rural Developing land use recognizes existing development within this land use at 1 unit per 2.5 acres while seeking to transition lower density rural land to sewered development where minimum densities for urban services can be achieved.

For the most part, the 2030 and 2040 Plans are similar in terms of land use categories. Over the last few years, the City has adjusted the MUSA boundary through plan amendments. The principal difference between the 2030 and 2040 Plans is the MUSA boundary, which now extends further along US Hwy 10/US Hwy 169 and into the central, northern portion of the City. The COR has continued to develop, and the City has been very proactive in terms of small area planning and more detailed studies of its residential, mixed use, and commercial sectors. This work is reflected in the 2040 Plan.

The Plan is consistent with Thrive for land use and residential density policies for an Emerging Suburban Edge community designation. Thrive calls for Emerging Suburban Edge communities to plan for forecasted population and household growth at overall average densities of between 3 and 5 units per acre. As shown in Table 3 below, the overall planned residential density in the City is between 3.2 and 6.3 units per acre, and target opportunities for more intensive development near regional transit investments at densities and in a manner articulated in the *2040 Transportation Policy Plan.*

Table 3. Planned Residential Density, City of Ramsey

			2018-2040 Change		
Category	Density Min	Max	Net Acres	Min Units	Max Units
Low Density Residential	3	4	1096.9	3291	4388
Medium Density Residential	4	6	49.6	198	397
High Density Residential	8	15	29.5	326	443
Mixed Use*	5	75	33.0	165	2471
	TOTALS		**1209**	**3890**	**7699**
			Overall Density	**3.2**	**6.3**

*50% residential. The MU land use includes MU subcategories with density ranges within the minimum and maximum shown here.

Station Area Planning

The Plan recognizes the existing transitway, Northstar Ramsey Commuter Rail Station, that is part of the Current Revenue Scenario of the TPP.

The TPP directs Emerging Suburban Edge communities with existing commuter rail transit to guide an average minimum of 15 residential units per acre and target 40-75+ units per acre within the station area (area within 10-minute walk or 1/2 mile).

The Center of Ramsey (COR) is centered on US Hwy 10/US Hwy 169 and the Northstar Ramsey Ramsey Commuter Rail Station. This development consists of a mix of uses and is home to a long list of development projects including residential, retail, office, recreation, and government facilities. The Plan requires that residential development within ½ mile of the Northstar Commuter Rail Station guided as Mixed Use will be developed at a net minimum density of 15 units per acre. The City will track the 15 dwelling units/acre minimum density through the Council's plat monitoring program. Planned densities for areas identified for redevelopment in the station area within the City are consistent with the minimum density required in the TPP.

Advisory Comments

The Rural Developing (0.1-0.4 units/acre) and Low Density Residential (3-4 units/acre) density ranges leave a gap for planned development densities of 0.4 to three units per acre. While the Plan acknowledges a transitional development approach where the two land uses are adjacent to one another, it is unclear whether the density of this transitional development would be within the two categories' allowed density ranges.

As the COR continues to develop, the Council encourages the City to submit a revised Future Land Use Map that specifically identifies the various Mixed Use subcategories within the COR area. In the absence of a map specifically identifying these subcategories, the Council will calculate overall community density based on the full range (5-75dua) of the Mixed Use land use category.

Housing

Reviewer: Hilary Lovelace, CD – Housing (651-602-1555)

The Plan is consistent with the *2040 Housing Policy Plan*. As of 2016, the City has more than 9,000 homes including more than 850 multifamily units and 8,200 single-family homes. Roughly 1,000 homes are rented. More than 6,300 housing units are currently affordable to households earning under 80% of Area Median Income (AMI); however, more than 1,300 households earning 80% of AMI or below are paying more than 30% of their income toward housing costs. Notably, there are 122 units affordable to households with income at or below 30% AMI and more than 270 cost burdened households with incomes at or below 30% AMI.

The Plan identifies existing housing needs including create low-cost solutions to improve and rehab existing housing stock, provide sufficient housing options for all types of residents including lifeyclce housing options, supporting affordable housing development and supporting. The City has more than 120 units of publicly subsidized housing, none of which are age-restricted for seniors.

The Plan acknowledges the 2021-2030 affordable housing need allocation of 499 units; 292 of which are needed at prices affordable to households earning 30% of AMI or less, 167 of which are needed at prices affordable to households earning between 31 and 50% of AMI, and 40 of which are needed at prices affordable to households earning between 51 and 80% of AMI. As shown in Figure 5, the Plan guides sufficient land expected to develop in the 2021-2030 time period at a minimum of eight units per acre to allow for development of at least 502 new housing units.

The housing implementation plan component of the Plan describes that the City will continue partnership with the Anoka County HRA to meet many of their housing needs including preservation of naturally occurring affordable housing and affordable housing nearing expiration terms. The Plan also indicates that the City sees senior and affordable projects at or below 50% AMI as great opportunities to apply for Livable Communities Act Funding. The City states that they will continue to make property owners aware of the Metro HRA Section 8 program and supports applications.

Water Supply

Reviewer: John D. Clark, ES – Water Supply Planning (651-602-1452)
Ramsey's 2040 comprehensive plan is considered complete for review and is consistent with the *2040 Water Resources Policy Plan* policies related to water supply, including the policy on sustainable water supplies, the policy on assessing and protecting regional water resources, and the policy on water conservation and reuse. The Metropolitan Council's review of water supply-related content reflects the expectations shared with communities in their system statements and the water supply-related policies in the WRPP.

Advisory Comments

The City of Ramsey and the Council have agreed to changes to the total population forecasts for 2020, 2030, and 2040. These changes have been reflected in Table 7 of the Local Water Supply Plan (LWSP), and do not significantly alter future water demand projections. The City will need to append the LWSP to their final plan.

The Council encourages the community to expand its water conservation and efficiency program to help achieve the goals in the Master Water Supply Plan. The community's historical residential per capita demand is about 80 gallons per person per day, which is slightly higher than the regional sustainability goal of 75. Historical and projected total per capita demand of 131 is also greater than the regional sustainability goal of 100. This indicates that water use efficiency may be able to be increased, particularly with industrial and commercial customers. Council staff and resources are available to support these ongoing efforts.

Ramsey had previously prepared a Local Water Supply Plan that was submitted to both the MN Department of Natural Resources and Metropolitan Council and reviewed under separate cover. The Council shared comments with the DNR in July of 2017. The earlier version of the plan used different population forecasts to predict future demand and was included in a previous 2040 Plan submission. The current (updated) version of the City's LWSP should be provided to the DNR. The City may also provide the DNR with a memo describing the changes.

Community and Subsurface Sewage Treatment Systems (SSTS)

Reviewer: Kyle Colvin, ES – Engineering Programs (651-602-1151)
The Plan indicates that there are approximately 4,600 individual SSTS, one privately-operated Community Wastewater Treatment System serving a 6-unit townhome development, and three cluster

systems serving four units each operating in the City. City Code Section 113, Article II guides SSTS installation, operation and maintenance within the City, and is consistent with Minnesota Pollution Control Agency Chapter 7080-7083 Rules and Council 2040 Water Resources Policy Plan requirements.

Special Resource Protection

Mississippi River Corridor Critical Area

Reviewer: Raya Esmaeili, CD – Local Planning Assistance (651-602-1616)
The Plan includes a Mississippi River Corridor Critical Area Plan (MRCCA Plan) component that was reviewed by Minnesota Department of Natural Resources (DNR) staff and found to be substantially consistent with Minnesota Statutes 116G and Minnesota Rules Chapter 6106. Council staff also find the MRCCA plan component to be consistent with *Thrive MSP 2040* land use policies, and Minnesota Rules Chapter 6106. The DNR's April 24, 2020 conditional approval letter is attached as an appendix. Final DNR approval of the MRCCA Plan will be sent to the community after the Council authorizes local adoption of the Plan.

Advisory Comments

Within 60 days after receiving final DNR approval, the community must adopt the MRCCA Plan; and submit a copy of the final adopted plan and evidence of adoption to the DNR, Council, and National Park Service within 10 days after the adoption.

Solar Access Protection

Reviewer: Cameran Bailey, CD – Local Planning Assistance (651-602-1212)
The Plan is consistent with statutory requirements (Minn. Stat. § 473.859) and Council policy regarding planning for the protection and development of access to direct sunlight for solar energy systems as requiredby the Metropolitan Land Planning Act (MLPA). The Plan includes the required solar planning elements.

Aggregate Resource Protection

Reviewer: Cameran Bailey, CD – Local Planning Assistance (651-602-1212)
The Plan states that there are no aggregate resources in the City. The Council's aggregate resources inventory information contained in *Minnesota Geological Survey Information Circular 46*, does not indicate the presence of any known viable aggregate resource deposits within the community.

Historic Preservation

Reviewer: Eric Wojchik, CD – Local Planning Assistance (651-602-1330)
The Plan details Historic Preservation policies on within the Land Use chapter. The former Ramsey Township Town Hall is the only structure within Ramsey on the National Historic Database. Ramsey is working with the Anoka County Historical Society to develop a longterm plan for this facility. The City also recently partnered with the University of Minnesota through its Resilient Communities Project (RCP) to evaluated other cultural and historical resources that may exist within the community.

Plan Implementation

Reviewer: Eric Wojchik, CD – Local Planning Assistance (651-602-1330)
Chapter 10: Implementation Plan includes a description of and schedule for any necessary changes to the capital improvement program, the zoning code, the subdivision code, the SSTS code, and the housing implementation program.

The Plan, with supplemental materials, describes the official controls and fiscal devices that the City will employ to implement the Plan. Specific implementation strategies are contained in individual chapters of the Plan, with capital improvements on page 236 of Chapter 10.

Advisory Comments

The City provided a revised Chapter 10, page 236, with a website link to the current City of Ramsey 2020-2029 Capital Improvement Plan. This document must be appended to the final, City-adopted Plan submitted to the Council.

Compatibility with Plans of Adjacent Governmental Units and Plans of Affected Special Districts and School Districts

The proposed Plan is compatible with the plans of adjacent jurisdictions. No compatibility issues with plans of adjacent governmental units and plans of affected special districts and school districts were identified. [MODIFY LANGUAGE IF OTHERWISE]

Documents Submitted for Review

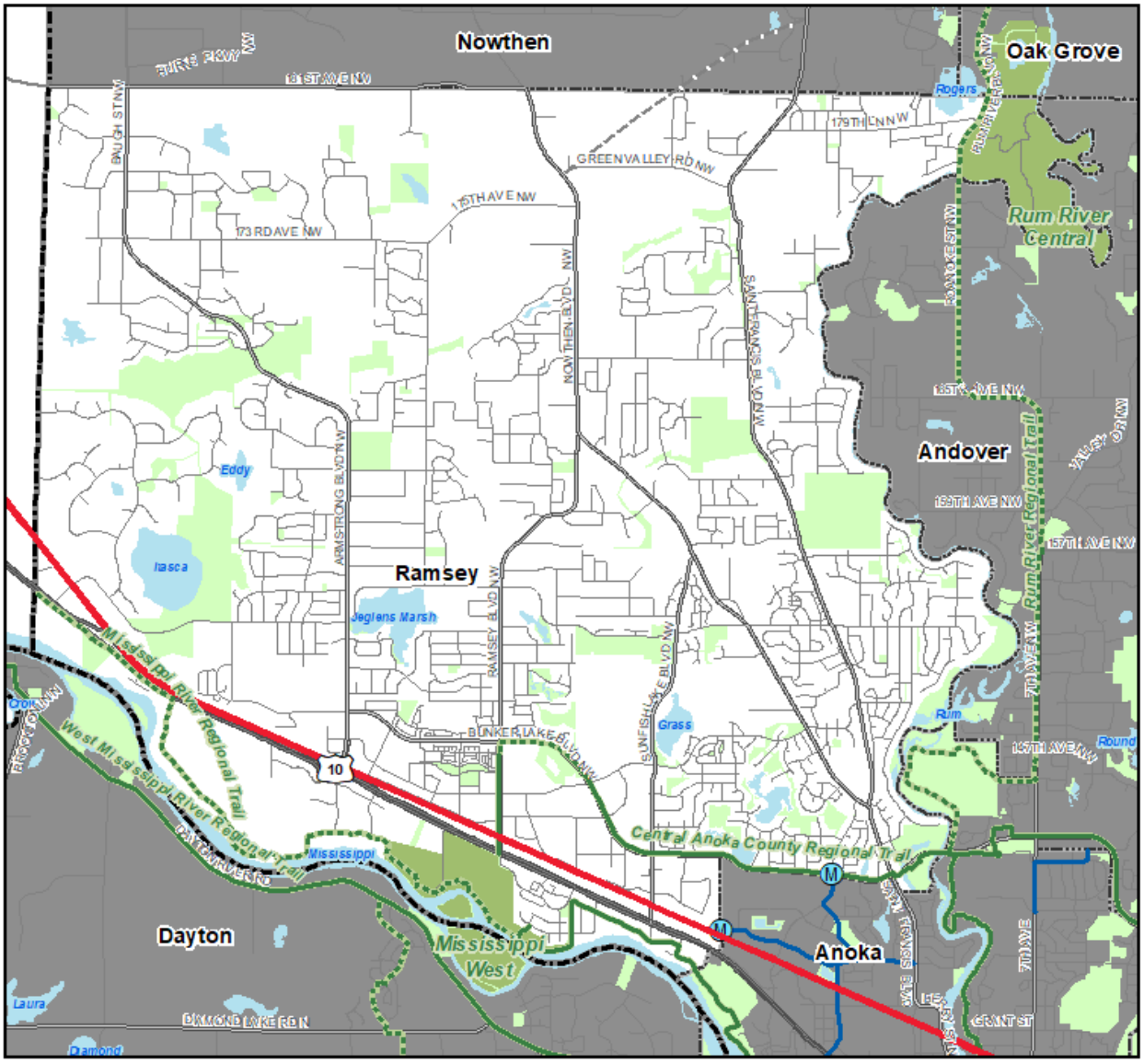
In response to the 2015 System Statement, the City submitted the following documents for review:

- November 13, 2017: Ramsey Preliminary 2040 Comprehensive Plan
- September 5, 2019: Ramsey 2040 Comprehensive Plan
- March 10, 2020: Revised Comprehensive Plan Responding to Council Incomplete Items for Affected Jurisdiction Review, Wastewater, Forecasts, Land Use, Housing, Surface Water Management, Solar Resource Protection and Development, and Mississippi River Corridor Critical Area (MRCCA).
- August 31, 2020: Revised Comprehensive Plan Responding to Council Incomplete Items for Forecasts, Land Use, Housing, Wastewater, Water Supply, Implementation, and Mississippi River Corridor Critical Area (MRCCA).
- September 18, 2020: Revised Comprehensive Plan
- September 25, 2020: Local Water Supply Plan
- September 28, 2020: Capital Improvement Plan
- October 21, 2020: Revised MUSA Map and Water Supply Table

Attachments

Figure 1: Location Map with Regional Systems
Figure 2: *Thrive MSP 2040* Community Designations
Figure 3: Existing Land Use
Figure 4: 2040 Future Land Use
Figure 5: Development Staging Map
Figure 6: Land Guided for Affordable Housing
Figure 7: MRCCA Plan Approval Letter

Figure 1. Location Map with Regional Systems



Regional Systems

Transportation

Transitways
2040 Transportation System Policy - adopted January 2015

- Existing
- Planned Current Revenue Scenario
- Planned Current Revenue Scenario - CTIB* Phase 1 Projects
- Potential Increased Revenue Scenario

Regional Highway System

- Existing Principal Arterials
- Planned Principal Arterials
- Existing Minor Arterials
- Planned Minor Arterials
- Existing Other Arterials
- Planned Other Arterials

Recreation Open Space

Regional Parks

- Existing (Open to Public)
- In Master Plan (Not Open to Public)
- Planned Units

Regional Trails

- Existing (Open to Public)
- Existing (Not Open to Public)
- Planned

Wastewater

- Meters
- Lift Stations
- MCES Interceptors
- MCES Treatment Plants

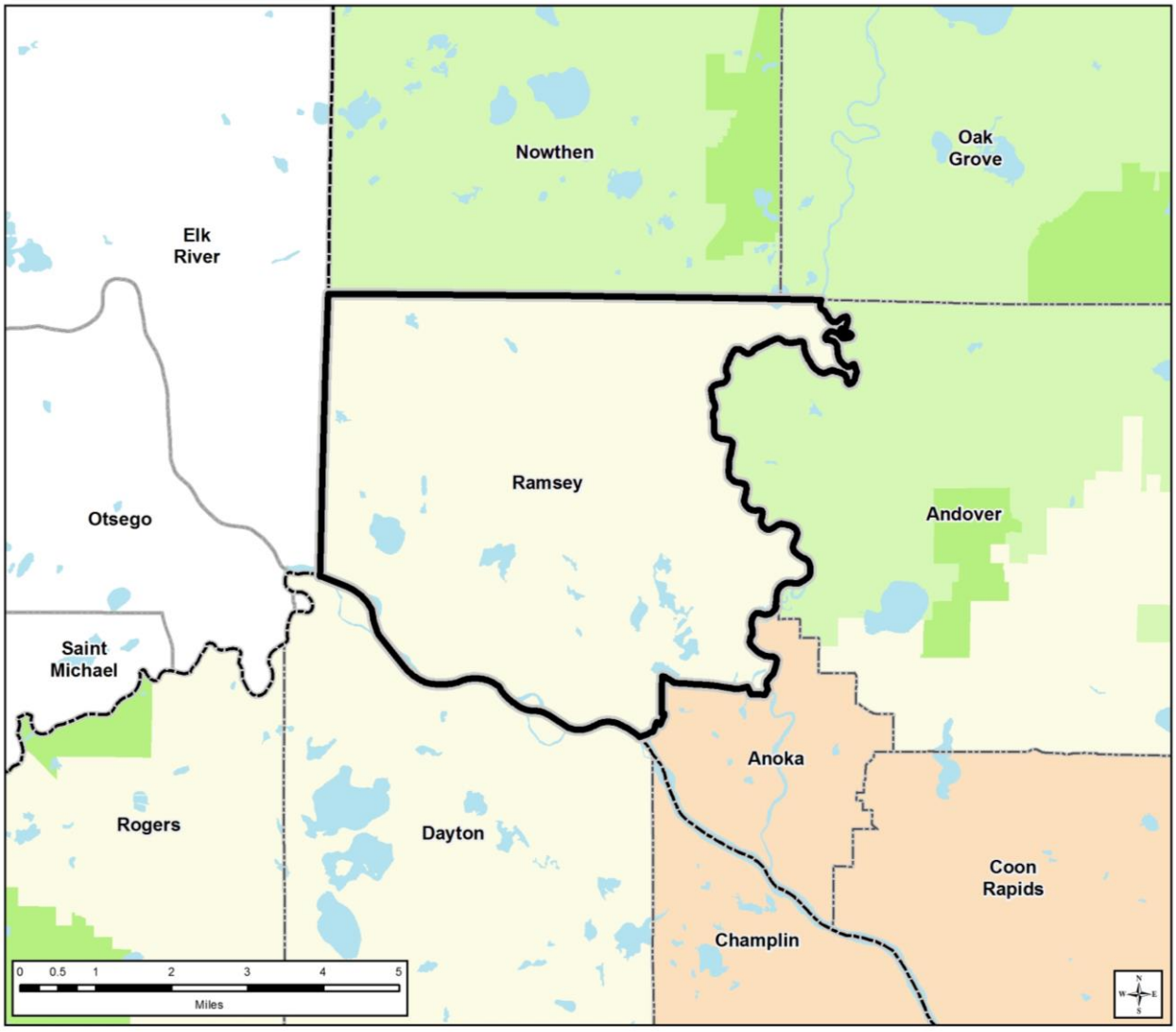
Regional Park Search Areas and Regional Trail Search Corridors

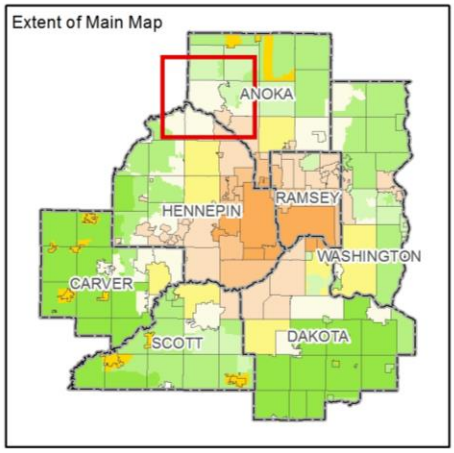
- Boundary Adjustment
- Search Area
- Regional Trail Search Corridors

- Local Streets
- Existing State Trails
- Other Parks, Preserves, Refuges and Natural Areas

* Counties Transit Improvement Board (CTIB)

Figure 2. Thrive MSP 2040 Community Designations





Community Designations

- Outside Council planning authority
- Agricultural
- Rural Residential
- Diversified Rural
- Rural Center
- Emerging Suburban Edge
- Suburban Edge
- Suburban
- Urban
- Urban Center

- County Boundaries
- City and Township Boundaries
- Lakes and Major Rivers

Figure 3. Existing Land Use

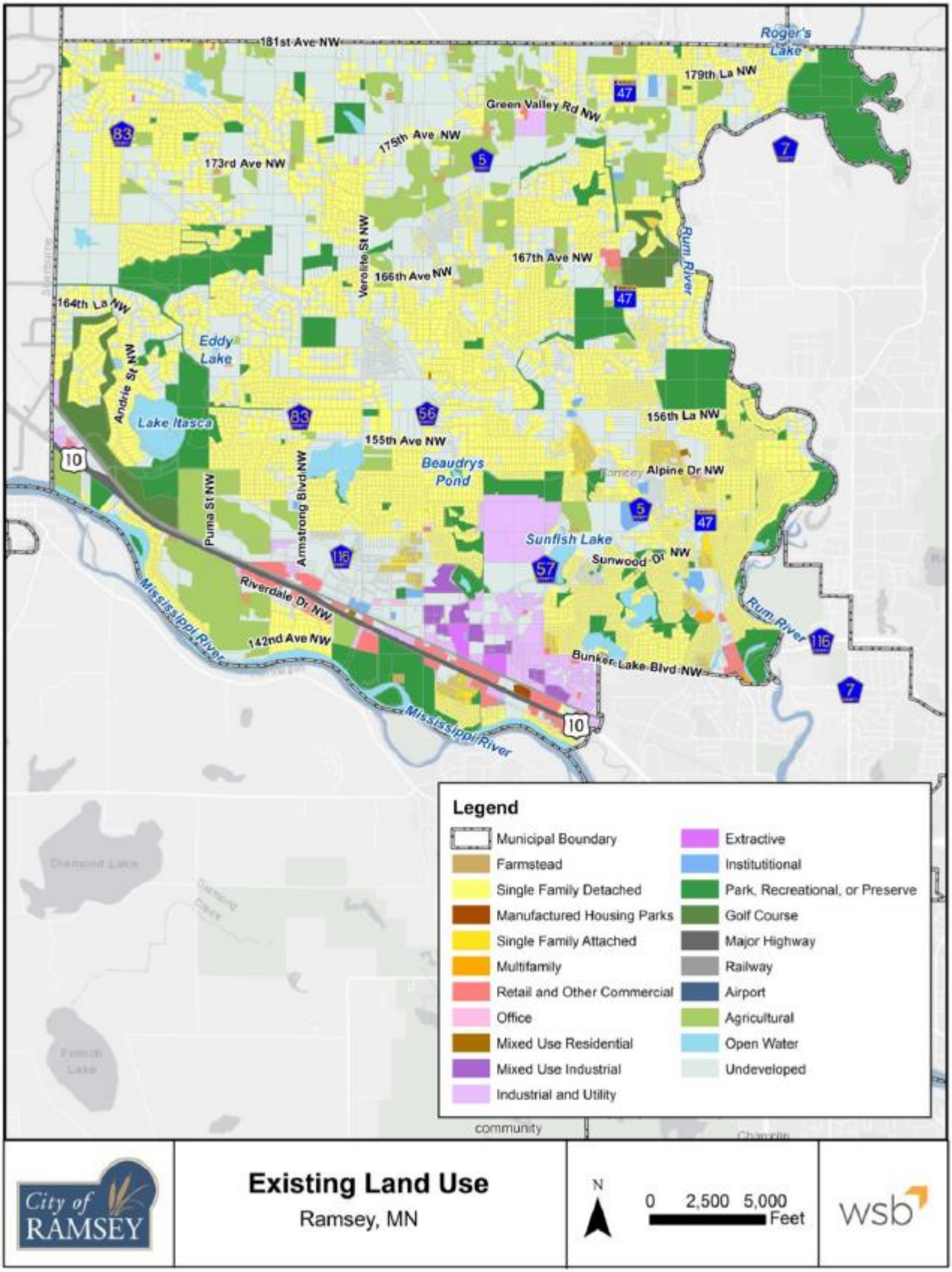


Figure 4. 2040 Future Land Use

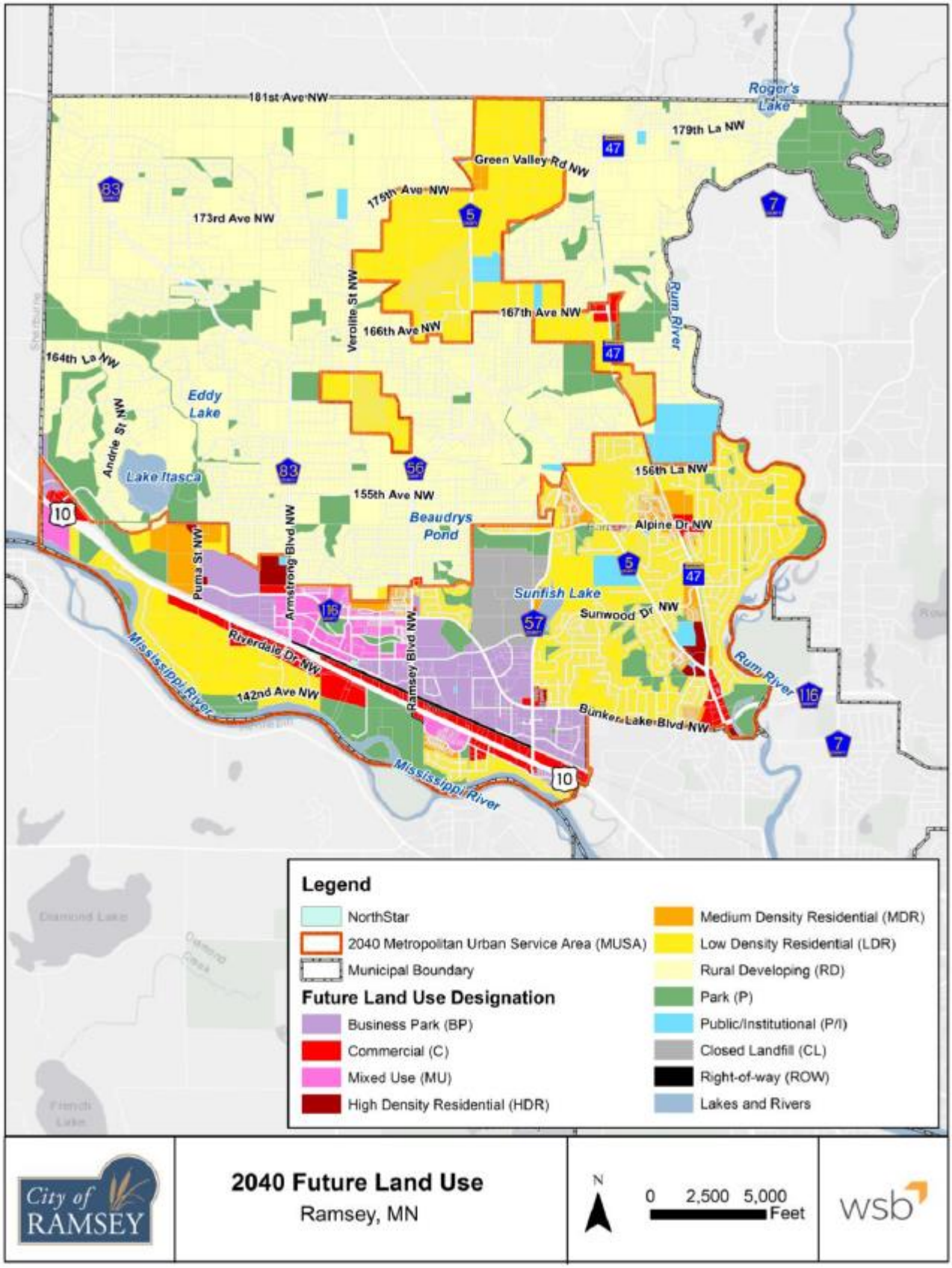


Figure 5. Development Staging Map

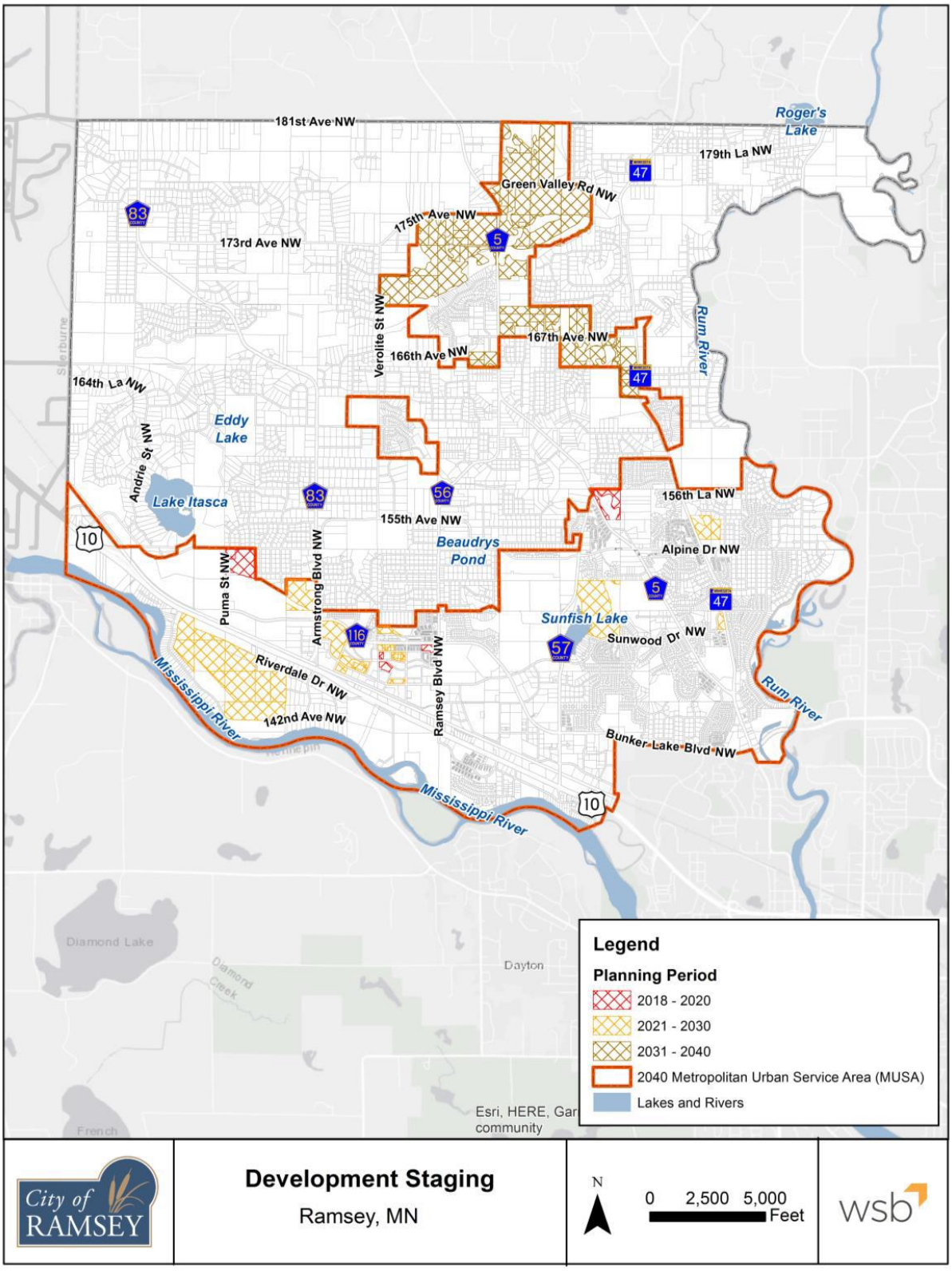


Figure 6. Land Guided for Affordable Housing

Insert your map here. Remember to add alt text for the map.

Land Guided for Affordable Housing 2021-2030

Ramsey
Anoka County
Council Member Wendy Wulff, District 16

2021-2030 share of regional need for Affordable Housing:	***499 units***
2021-2030 total regional need for Affordable Housing:	***37,900 units***

	Available Acres	x	***Minimum Density*** *(units per acre)*	x	***Expected % Residential*** *(if mixed use)*	=	***Minimum Units Possible***
High Density Residential	29.50		8		100%		236
Mixed Use - Medium	45.30		8		50%		182
Mixed Use - High	11.13		15		50%		84
Total	**30**						**502**

Sufficient/(insufficient) units possible against share of regional need:	**3**
Affordable units built since 2021:	**0**
Sufficient/(insufficient) units possible adjusted for affordable units built:	**3**
Number of Comp Plan Amendments approved since Comp Plan Update:	**0**

METROPOLITAN COUNCIL

Figure 7. MRCCA Plan Approval Letter

DEPARTMENT OF NATURAL RESOURCES

April 24, 2020

Tim Gladhill, Community Development Director
City of Ramsey
7550 Sunwood Drive NW
Ramsey, MN 55303

Re: Conditional Approval of City of Ramsey MRCCA Plan

Dear Mr. Gladhill:

I am pleased to inform you that the Minnesota Department of Natural Resources (DNR) conditionally approves the City of Ramsey's Mississippi River Corridor Critical Area (MRCCA) plan.

We reviewed the MRCCA plan chapter of your 2040 Comprehensive Plan submitted to the DNR on April 15, 2020. We have found that the MRCCA plan is substantially consistent with Minnesota Statutes, §116G and Minnesota Rules, chapter 6106. We will send final approval of your MRCCA plan after the Metropolitan Council authorizes the City of Ramsey to put the comprehensive plan into effect. Within 60 days of receiving DNR final approval, the City of Ramsey must adopt the MRCCA plan. The City must then submit a copy of the final adopted plan, with evidence of adoption, to the DNR, the Metropolitan Council, and the National Park Service within ten days of the adoption.

Only MRCCA plans and plan amendments approved by the DNR have the force and effect of law. Once in effect, local governments must implement and enforce the DNR-approved plans.

We appreciate your efforts to develop and adopt the MRCCA plan, which provides a solid basis for future ordinance amendments and MRCCA management. Please contact Dan Petrik at 651-259-5697 or at daniel.petrik@state.mn.us if you have any questions about next steps.

Sincerely,

Jennifer Shillcox
Land Use Unit Supervisor

c: Raya Esmaeili, Metropolitan Council
Alan Robbins-Fenger, National Park Service
BJ Bonin, DNR Region 3 Area Hydrologist
Dan Petrik, DNR Land Use Unit

City of Ramsey – District 9

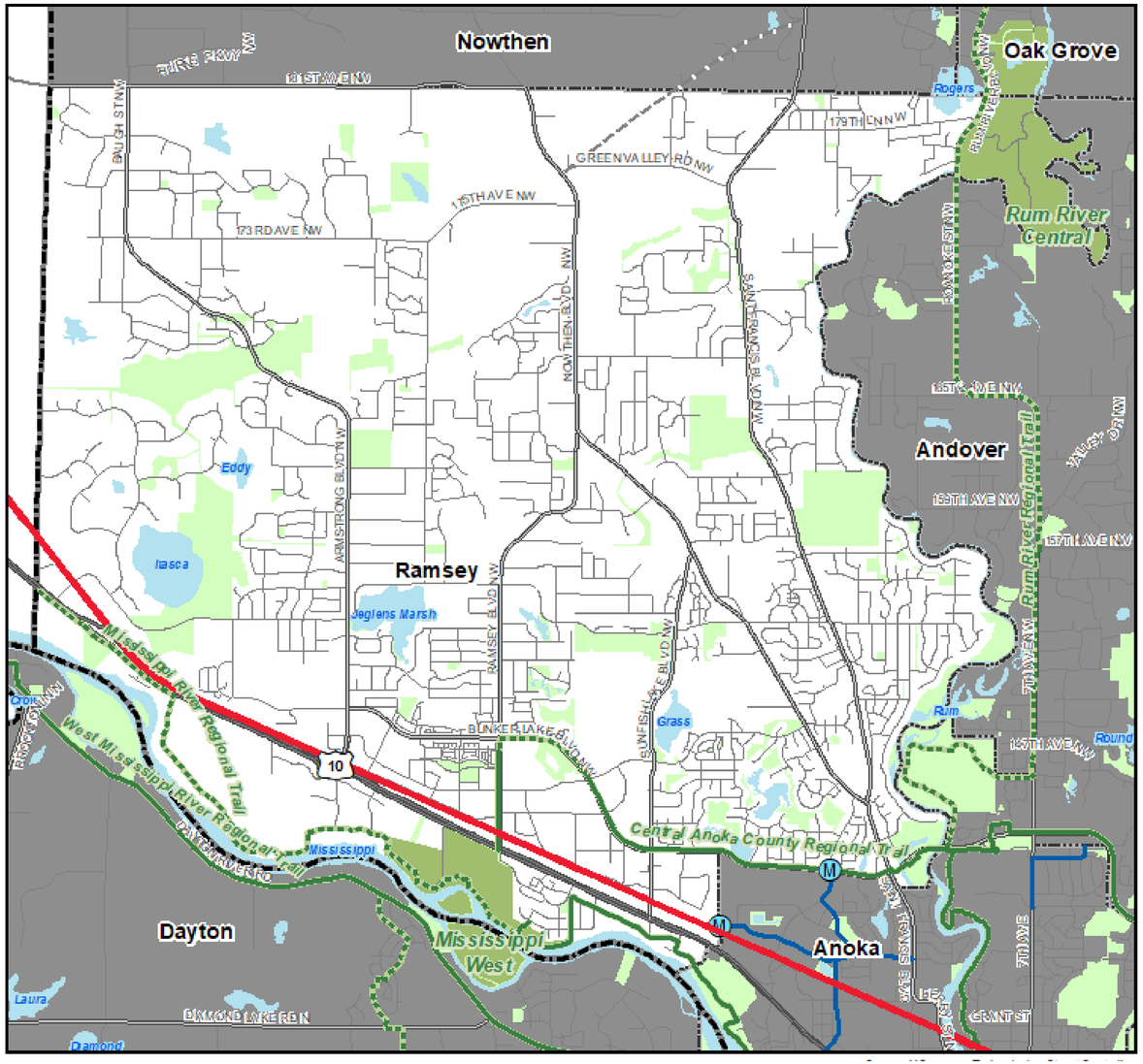
2040 Comprehensive Plan

November 16, 2020

Community Development Committee

METROPOLITAN COUNCIL

Regional Systems



Regional Systems

Transportation

Transitways

2040 Transportation System Policy - adopted January 2015

- Existing
- Planned Current Revenue Scenario
- Planned Current Revenue Scenario - CTIB* Phase 1 Projects
- Potential Increased Revenue Scenario

Regional Highway System

- Existing Principal Arterials
- Planned Principal Arterials
- Existing Minor Arterials
- Planned Minor Arterials
- Existing Other Arterials
- Planned Other Arterials

Recreation Open Space

Regional Parks

- Existing (Open to Public)
- In Master Plan (Not Open to Public)
- Planned Units

Regional Trails

- Existing (Open to Public)
- Existing (Not Open to Public)
- Planned

Wastewater

- Meters
- Lift Stations
- MCES Interceptors
- MCES Treatment Plants

Regional Park Search Areas and Regional Trail Search Corridors

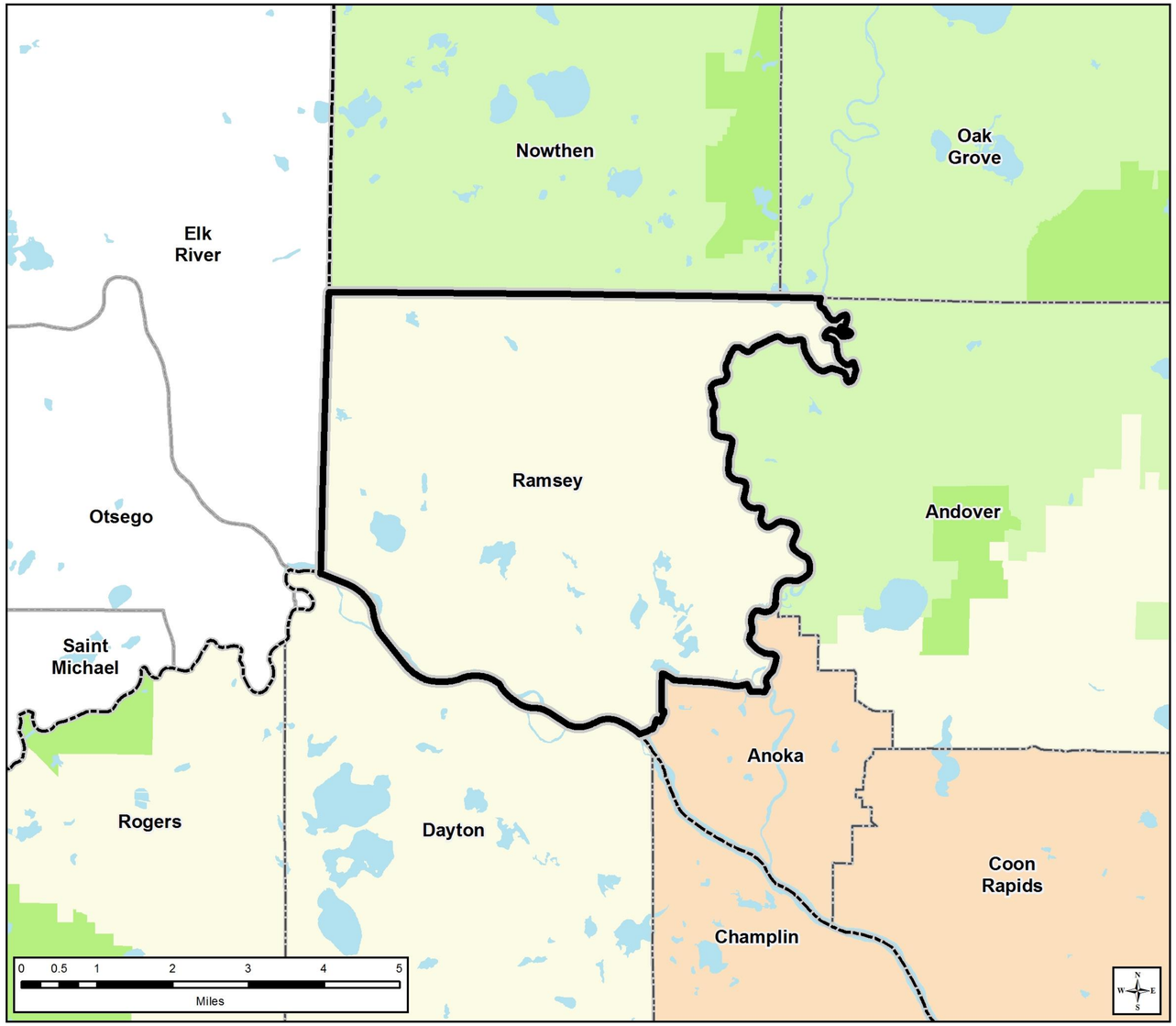
- Boundary Adjustment
- Search Area
- Regional Trail Search Corridors

- Local Streets
- Existing State Trails
- Other Parks, Preserves, Refuges and Natural Areas

* Counties Transit Improvement Board (CTIB)

METROPOLITAN COUNCIL

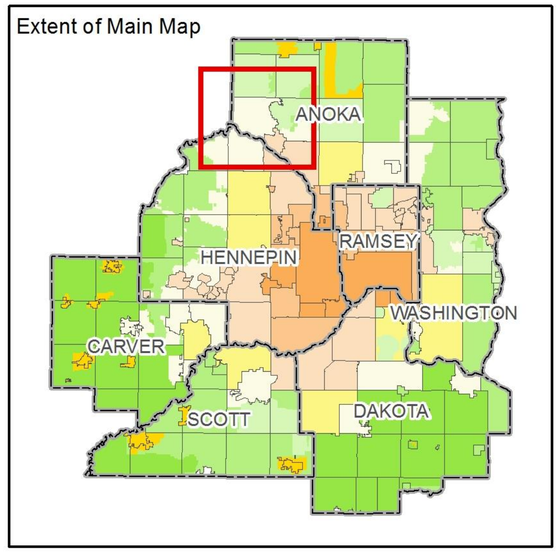
Community Designation



Community Designations

- Outside Council planning authority
- Agricultural
- Rural Residential
- Diversified Rural
- Rural Center
- Emerging Suburban Edge
- Suburban Edge
- Suburban
- Urban
- Urban Center

- County Boundaries
- City and Township Boundaries
- Lakes and Major Rivers



METROPOLITAN COUNCIL

Forecasted Growth

Table 1. City of Ramsey Forecasts

	Census 2010	Estimated 2019	System Statement			Revised Forecast		
			2020	2030	2040	2020	2030	2040
Population	23,668	27,263	26,400	30,700	34,700	27,550	33,350	39,150
Households	8,033	9,428	9,400	11,300	13,000	9,600	11,500	13,500
Employment	4,779	6,937	6,700	7,500	8,100	6,900	7,800	8,400

METROPOLITAN COUNCIL

Planned Residential Density

Table 2. Planned Residential Density, City of Ramsey

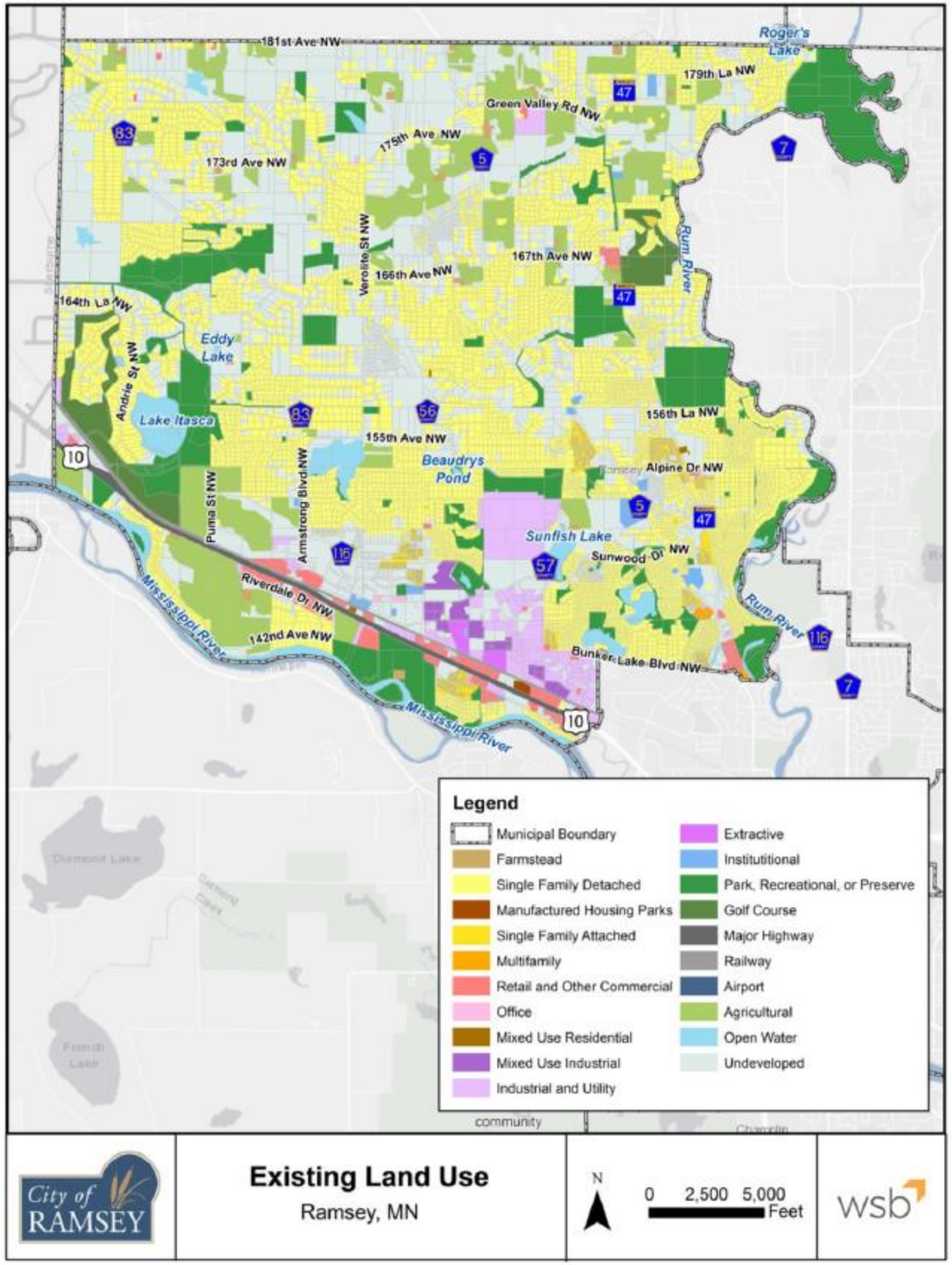
2018-2040 Change

Category	Density		Net Acres	Min Units	Max Units
	Min	Max			
Low Density Residential	3	4	1,096.9	3,291	4,388
Medium Density Residential	4	6	49.6	198	397
High Density Residential	8	15	29.5	326	443
Mixed Use*	5	75	33.0	165	2,471
		TOTALS	**1,209**	**3,890**	**7,699**
			Overall Density	**3.2**	**6.3**

*50% residential. The MU land use includes MU subcategories with density ranges within the minimum and maximum shown here.

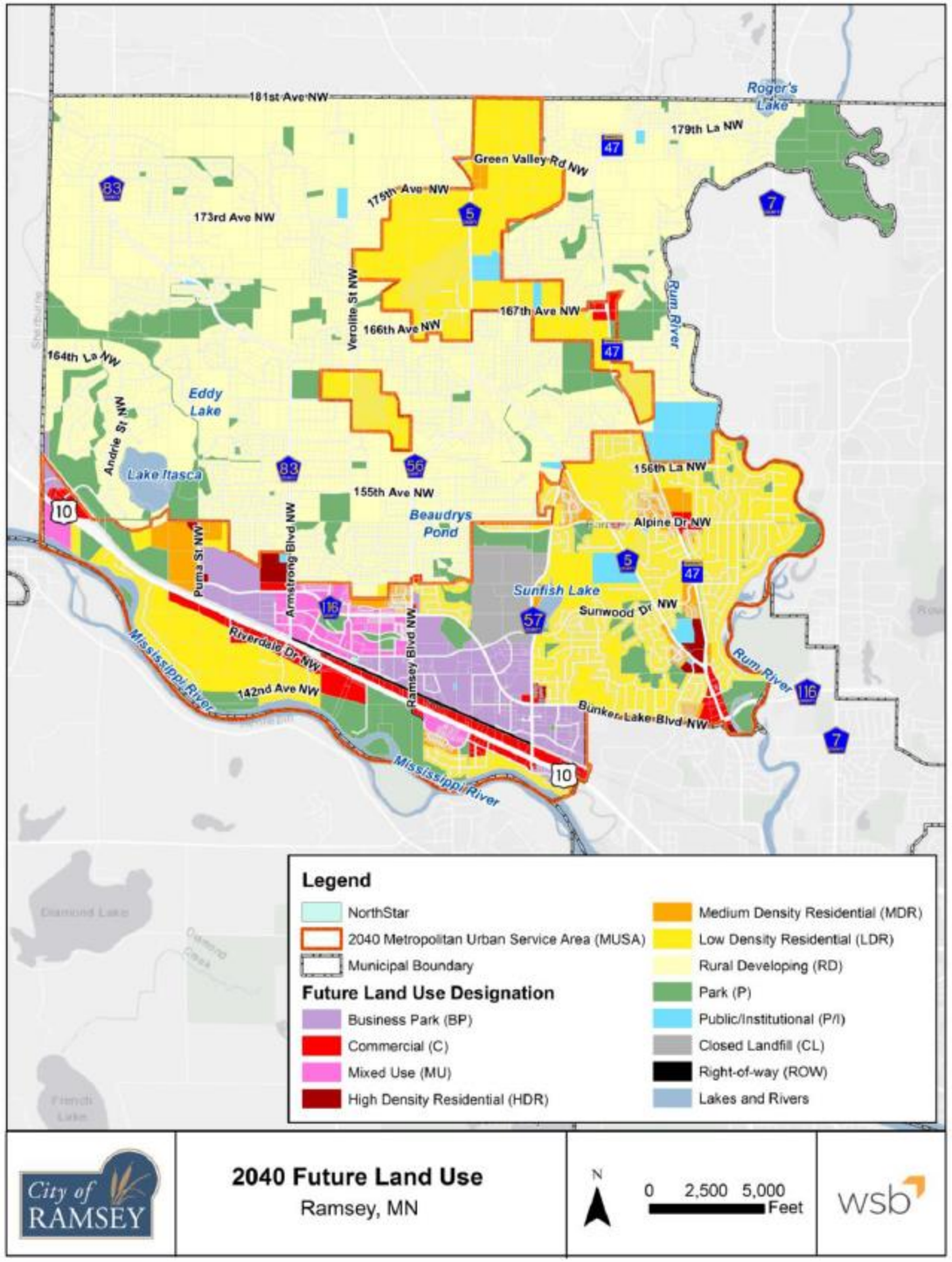
METROPOLITAN COUNCIL

Existing Land Use



METROPOLITAN COUNCIL

2040 Future Land Use



METROPOLITAN COUNCIL

Proposed Findings

That the Plan:

- Conforms to Metropolitan system plans
- Consistent with Council policies, with proposed forecast revision
- Compatible with the plans of adjacent local governmental units and affected jurisdictions

Meeting Schedule

- Environment Committee on Tuesday, December 8
- Metropolitan Council on Wednesday, December 16

Proposed Action

- Authorize the City of Ramsey to place its 2040 Comprehensive Plan into effect.
- Revise the City's forecasts upward as shown in Table 2 and Table 3 of the attached Review Record.
- **Advise the City that per state statute resolutions adopting comprehensive plans cannot be based on contingent approval by the Metropolitan Council. Minnesota Statutes, section 473.585, subdivision 3, states: Comprehensive "plans shall be submitted to the council following recommendation by the planning agency of the unit and after consideration but *before final approval by the governing body* of the unit." (emphasis added). Submission of an adopting resolution inconsistent with state statute may jeopardize the City's access to necessary permits or eligible grant programs.**

METROPOLITAN COUNCIL

Proposed Action (continued)

- Advise the City to:
  - Adopt the Mississippi River Critical Corridor Area (MRCCA) Plan within 60 days after receiving final DNR approval, and submit a copy of the final adopted plan and evidence of adoption to the DNR, Council, and National Park Service within 10 days after the adoption.
  - When available, provide to the Council the date the City adopted the final Local Water Management Plan, and a copy of the final adopted Local Water Management Plan.
  - Implement the advisory comments in the Review Record for land use, water supply, and plan implementation.

Questions

METROPOLITAN COUNCIL

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

RESOLUTION #20-319

RESOLUTION APPROVING THE CITY OF RAMSEY 2040 COMPREHENSIVE PLAN UPDATE COMPREHENSIVE SEWER PLAN

WHEREAS, Minnesota Statutes section 473.864 requires each local governmental unit to review and, if necessary, amend its entire comprehensive plan and its fiscal devices and official controls at least once every ten years to ensure its comprehensive plan conforms to metropolitan system plans and ensure its fiscal devices and official controls do not conflict with the comprehensive plan or permit activities that conflict with metropolitan system plans; and

WHEREAS, Minnesota Statutes sections 473.858 and 473.864 require local governmental units to complete their "decennial" reviews by December 31, 2018; and

WHEREAS, the City of Ramsey was granted an extension to submit the Cities 2040 Comprehensive Plan update to the Metropolitan Council by no later than June 30, 2019; and

WHEREAS, the City Council, Planning Commission, and the City Staff have prepared a proposed Comprehensive Plan intended to meet the requirements of the Metropolitan Land Planning Act and Metropolitan Council guidelines and procedures; and

WHEREAS, pursuant to Minnesota Statutes section 473.858, the proposed Comprehensive Plan was submitted to adjacent governmental units and affected special districts and school districts on September 4, 2018 for a period of 6 months for their review and comment; and

WHEREAS, the Planning Commission has considered the proposed Comprehensive Plan and all public comments, and thereafter submitted its recommendations to this Council; and

WHEREAS, the City's Planning Commission conducted a public hearing on April 4th, 2019 relative to the submission of the plan for adjacent community and affected jurisdiction review and submission of the Comprehensive Plan update to the Metropolitan Council; and

WHEREAS, on April 4th, 2019 the Planning Commission recommended approval of the proposed Comprehensive Plan Amendment for City Council consideration; and

WHEREAS, the City Council has reviewed the proposed Comprehensive Plan and those recommendations, public comments, and comments from adjacent jurisdictions and affected districts; and

WHEREAS, Minnesota Statutes section 473.858 requires a local governmental unit to submit its proposed comprehensive plan to the Metropolitan Council following recommendation by the planning commission and after consideration but before final approval by the governing body of the local governmental unit; and

WHEREAS, based on its review of the proposed Comprehensive Plan and Planning Commission and staff recommendations, the City Council adopted Resolution #19-085 on July 23rd, 2019 submitting its proposed plan to the Metropolitan Council for review pursuant to Minnesota Statutes section 473.864; and

WHEREAS, in response to two (2) Incomplete Letters from the Metropolitan Council, the City of Ramsey revised the plan and resubmitted on March 10, 2020, again on August 31, 2020 with additional supplemental submittals throughout September, 2020; and

WHEREAS, at its regular meeting on December 9, 2020, the Metropolitan Council completed its review of the proposed 2040 Comprehensive Plan and the Comprehensive Sewer Plan and found that the Plan meets the requirements of the Metropolitan Land Planning Act; conforms to the metropolitan system plans for transportation (including aviation), water resources, and parks; is consistent with Thrive MSP 2040, includes the Mississippi River Corridor Critical Area Plan approved by the Minnesota Department of Natural Resources and is compatible with the plans of adjacent jurisdictions and affected special districts and school districts; and

WHEREAS, the 2040 proposed Comprehensive Plan includes all revisions made during the review process and responds to additional advisory comments that are part of the Metropolitan Council's actions authorizing the City of Ramsey to place its proposed 2040 Comprehensive Plan into effect; and

WHEREAS, the Metropolitan Council approves the City of Ramsey's Comprehensive Sewer Plan.

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 2040 Comprehensive Plan Update and Comprehensive Sewer Plan as revised, consistent with the Metropolitan Council Review Letter dated November 16, 2020.
2. That, pursuant to sections 473.864 and 473.865 of the Metropolitan Land Planning Act, the City of Ramsey will:
    a. Review its fiscal devices and official controls; and
    b. If necessary, amend its fiscal devices and official controls to ensure they do not conflict with the 2040 Comprehensive Plan or permit activity in conflict with metropolitan system plans; and
    c. Submit amendments to fiscal devices or official controls to the Metropolitan Council for "information purposes."
3. That the Ramsey City Council encourages the Metropolitan Council to reform the required plan content and submittal process to ease the burden on local communities while still acknowledging the need for regional planning efforts.

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 15th day of December, 2020.

_____
Mayor

ATTEST:

_____
City Clerk

CC Special Session

Meeting Date: 12/15/2020

By: Colleen Lasher, Administrative Services

Title:

Adopt Resolution #20-316 to Approve the City's 2021 Union Contracts for AFSCME and LELS Captains

Purpose/Background:

The most recent labor agreements with the American Federation of State, County and Municipal Employees (AFSCME) and Law Enforcement Labor Services (LELS) Captains will expire on December 31, 2020. Staff met with the unions and the City Council several times to discuss contract negotiations specific to wages and health insurance and to address the other outstanding negotiations items. As a result of the meetings, staff reached a tentative agreement between the City of Ramsey and the two unions to settle the 1-year labor agreements, effective January 1, 2021 through December 31, 2021.

Staff recommends the City Council approve the 2021 labor agreements with AFSCME and LELS Captains as follows:

Duration - All Unions
1 Years -- January 1, 20 21 through December 31, 2021

Wages / Cost of Living Adjustment
1) Effective January 1, 2021 -- 2.75% wage increase.
2) A onetime payment to the Captains of $1450.00 payable by January 31, 2021.

Health Insurance for 2021
The City continues to be a member of LOGIS (Local Government Information Systems) which is a consortium of Minnesota local government units. This consortium has many benefits including coverage by the group's health plan. Employees may choose a health plan that best meets their needs by selecting one of four tiers and choosing between two networks; or they may choose to waive the City's health insurance.

If approved, the City's total monthly contribution to health insurance, including contributions to the health reimbursement account or the health savings account will be as follows:

1. Health Insurance: AFSCME and LELS Captain Union Contracts, as follows:

A. The City will make the following contributions toward group health insurance coverage for employees working 30 hours per week or more; as well as to purchase $20,000 of basic life insurance for full-time regular employees working 30 hours per week or more and employees participating in PERA phased retirement; and
    a. 2021 monthly health insurance contributions, including the health reimbursement or health savings account contributions as follows; Employee Only (Single) $949.00 to $1,034.50, Employee and Children at $1,246.00, Employee and Spouse at $1,300.30, and Family at $1,603.80; and

b. 2021 City payment toward the Waiver/Credit in lieu of Coverage will remain at $370.00 per month;

Note: Employees are responsible for paying the difference between the premium and the City's contribution.

Life Insurance 2021
If approved, the City will continue to purchase $20,000 of basic life and AD&D insurance for full-time regular employees working 30 hours per week and employees participating in the PERA's phased retirement program. The

cost of basic life insurance is $1.00 per month per employee.

Notification:

Funding Source:
The funding required to settle the first year of the 1-year contracts is included in the proposed 2021 budget.

Recommendation:
Adopt resolution #20-316 to settle the 1-year labor agreements with AFSCME and LELS-Captains subject to final review and approval of contract language by the City Attorney.

Action:
Motion to adopt resolution #20-316 to settle the 1-year labor agreements with AFSCME and LELS-Captains subject to final review and approval of contract language by the City Attorney.

Attachments

AFSCME Draft 2021 Contract
Captains Draft 2021 Contract
Resolution #20-316

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	12/10/2020 02:19 PM
Form Started By: Colleen Lasher		Started On: 12/09/2020 03:49 PM
Final Approval Date: 12/11/2020		

Draft

LABOR AGREEMENT BETWEEN

CITY OF RAMSEY &

AMERICAN FEDERATION OF STATE, COUNTY AND MUNICIPAL EMPLOYEES

2021

Prepared by Colleen Lasher, Administrative Services Director

TABLE OF CONTENTS

TABLE OF CONTENTS 2

ARTICLE 1 PREAMBLE AND PURPOSE OF AGREEMENT 4

ARTICLE 2 DEFINITIONS 4

ARTICLE 3 RECOGNITION 5

ARTICLE 4 UNION SECURITY 6

ARTICLE 5 EMPLOYER SECURITY 7

ARTICLE 6 EMPLOYER AUTHORITY 8

ARTICLE 7 EMPLOYEE RIGHTS - GRIEVANCE PROCEDURE 8

ARTICLE 8 WORK SCHEDULES - PREMIUM PAY 10

ARTICLE 9 SICK LEAVE 13

ARTICLE 10 HOLIDAYS 15

ARTICLE 11 VACATION LEAVE 16

ARTICLE 12 INSURANCE 17

ARTICLE 13 LEAVES 17

ARTICLE 14 SENIORITY 18

ARTICLE 15 JOB VACANCIES 18

ARTICLE 16 LAY OFF 18

ARTICLE 17 PROBATIONARY PERIODS 19

ARTICLE 18 JOB SAFETY 19

ARTICLE 19 DISCIPLINE 20

ARTICLE 20 WAGES 21

ARTICLE 21 UNIFORMS 21

ARTICLE 22 SEVERANCE PAY 22

ARTICLE 23 POST EMPLOYMENT HEALTH CARE SAVINGS PLAN 23

ARTICLE 24 SICK LEAVE FOR WELLNESS 24

ARTICLE 25 WAIVER 24

ARTICLE 26 SAVINGS CLAUSE 24

ARTICLE 27 DURATION 24

APPENDIX A1 COMPENSATION PLANS ..... 26~~26~~

APPENDIX A2 WAGE SCALE ..... 27~~27~~

APPENDIX B ANNIVERSARY DATES FOR REGULAR EMPLOYEES 30

APPENDIX C: SICK LEAVE FOR WELLNESS 31

ARTICLE 12 M.O.U. INSURANCE 33

ARTICLE 21 M.O.U. UNIFORMS 36

M.O.U. TEMPORARY EMPLOYEES 39

~~M.O.U. MEET AND CONFER ..... 41~~

DRAFT

ARTICLE 1 PREAMBLE AND PURPOSE OF AGREEMENT

This AGREEMENT is entered into between the City of Ramsey, hereinafter referred to as the EMPLOYER, and Local No. 2454 affiliated with Council No. 5 of the American Federation of State, County and Municipal Employees, AFL-CIO, hereinafter referred to as the UNION.

The intent and purpose of this AGREEMENT is to:

1.1 Place in written form the Parties' full AGREEMENT on terms and conditions of employment contained herein for the stated duration of this AGREEMENT;

1.2 Establish procedures for the resolution of disputes concerning this AGREEMENT'S interpretation and/or application;

1.3 Prevent interruptions of work, work stoppages, strikes, or other interferences with the efficient and effective rendering of services to the public during the life of the AGREEMENT; and

1.4 Promote harmonious relations between the EMPLOYER and its EMPLOYEES represented by the UNION.

ARTICLE 2 DEFINITIONS

2.1 UNION: The American Federation of State, County and Municipal Employees, Council No. 5, Local No. 2454, AFL-CIO.

2.2 UNION MEMBER: A member of the American Federation of State, County and Municipal Employees, Council No. 5, Local No. 2454, AFL-CIO.

2.3 UNION OFFICER: Official elected or appointed by the American Federation of State, County and Municipal Employees, Council No. 5, Local No. 2454, AFL-CIO.

2.4 EMPLOYEE: A member of the exclusively recognized bargaining unit.

2.5 EMPLOYER: The City of Ramsey, Minnesota.

2.6 GRIEVANCE: A dispute or disagreement as to the interpretation or application of the specific terms and conditions of this AGREEMENT.

2.7 DAYS: Unless otherwise indicated, means calendar days.

2.8 WEEK: Seven (7) days.

2.9 MONTH: Thirty (30) days.

2.10 YEAR: Three hundred sixty-five (365) days.

2.11 REGULAR FULL-TIME EMPLOYEE: Any employee working a regularly scheduled work week of 30 hours per week. This employee is eligible for vacation time, sick leave, holiday pay and health and life insurance coverage.

REGULAR PART-TIME EMPLOYEE: Any employee working a regularly scheduled work week, averaging at least 14 hours per week. This employee is eligible for holiday pay, and vacation and sick leave based on the number of hours worked during any given pay period. This employee is not eligible for health and life insurance.

TEMPORARY FULL-TIME EMPLOYEE: Any non-student employee working a regularly scheduled work week of 30 hours per week, up to a maximum of 640 hours in a calendar year. This employee is not eligible for vacation time, sick leave, holiday pay or health and life insurance. Students may work up to 100 days per calendar year and still be considered temporary employees.

TEMPORARY PART-TIME EMPLOYEE: Any non-student employee working on an on-call basis up to a maximum of 640 hours per calendar year. This employee banks no vacation time, sick leave, or holiday pay, and is not eligible for health and life insurance.

TEMPORARY FULL-TIME AND/OR TEMPORARY PART-TIME DUES PAYING EMPLOYEE: Any employee working as temporary maintenance worker for up to a maximum of 180 calendar days between April 1 and October 31 each year. Employees who are scheduled to work up to a maximum of 180 days in a calendar year will be subject to paying union dues beginning the first day of their employment. Any temporary full-time and/or part-time dues paying employee is not eligible for vacation time, sick leave, holiday pay, health insurance, life insurance or any other fringe benefit. Said employees will be paid at a rate of 80% of step one of the maintenance worker wage scale and will not be eligible for step changes.

At the time of initial employment, transfer or reemployment, the EMPLOYER shall identify the status of the vacancy to be filled as either regular full-time, temporary full-time, regular part-time or temporary part-time.

ARTICLE 3 RECOGNITION

3.1 The EMPLOYER recognizes the UNION as the exclusive representative under Minnesota Statutes, Section 179A.03, Subdivision 8 in an appropriate bargaining unit as identified by the Bureau of Mediation Services, Certification of Exclusive Representative dated April 1, 1985, Case No. 85-PR-569-A, (clarified per BMS case No. 87-pr-612, order dated May 19, 1987).

All EMPLOYEES of the City of Ramsey, Ramsey, Minnesota, who are public EMPLOYEES within the meaning of Minnesota Statutes 179A.03, Subdivision 14, excluding supervisory, confidential, professional and essential EMPLOYEES.

3.2 The EMPLOYER, in accordance with the provisions of M. S. 179A.03, Subd. 8, agrees not to enter into any AGREEMENTS covering terms and conditions of employment with members of the bargaining unit covered by this AGREEMENT, either individually or collectively, which in any way conflict with the terms and conditions set forth in this AGREEMENT, except through the certified representative.

ARTICLE 4 UNION SECURITY

4.1 The EMPLOYER shall deduct from the wages of EMPLOYEES who authorize such a deduction in writing an amount necessary to cover monthly UNION dues. Such monies shall be remitted to the UNION.

4.2 The UNION agrees to indemnify and hold the EMPLOYER harmless against any and all claims, suits, orders, or judgments brought or issued against the City as a result of any action taken or not taken by the City under the provisions of this ARTICLE.

4.3 The UNION may designate up to three EMPLOYEES from the bargaining unit to act as negotiating team members and shall, within five (5) days of such designation, certify to the EMPLOYER in writing of such a choice, and the designation of a successor to the former members. The UNION shall also certify to the EMPLOYER a complete and current list of its officers and representatives.

A. The negotiation team members may not be a newly hired or rehired EMPLOYEE who is on probation.

B. The negotiating team members may not be paid by the EMPLOYER for meetings for UNION business except as provided in ARTICLE 7.

4.4 The UNION agrees there shall not be solicitation for membership, signing up members, collection of initiation fees, dues, fines or assessments, meetings or other UNION activities on the EMPLOYEES' work time.

4.5 The EMPLOYER recognizes the authority and responsibility of the UNION as provided in Minnesota Statute 179A.06, Subdivision 3 as it may be from time-to-time amended, to wit:

"FAIR SHARE FEE. An exclusive representative may require EMPLOYEES who are not members of the exclusive representative to contribute a fair share fee for services rendered by the exclusive representative. The fair share fee shall be equal to the regular membership dues of the exclusive representative, less the cost of benefits financed through the dues and available only to members of the exclusive representative. In no event shall the fair share fee exceed 85 percent of the regular membership dues. The exclusive representative shall provide advance written notice of the amount of the fair share fee to the Commissioner of the Bureau of Mediation Services, the EMPLOYER, and to unit EMPLOYEES who will be

assessed the fee. The EMPLOYER shall provide the exclusive representative with a list of all unit EMPLOYEES.

A challenge by an EMPLOYEE or by a person aggrieved by the fee shall be filed in writing with the Commissioner, the public EMPLOYER, and the exclusive representative within 30 days after receipt of the written notice. All challenges shall specify those portions of the fee challenged and the reasons for the challenge. The burden of proof relating to the amount of the fair share fee is on the exclusive representative. The Commissioner shall hear and decide all issues in these challenges.

The EMPLOYER shall deduct the fee from the earnings of the EMPLOYEE and transmit the fee to the exclusive representative 30 days after the written notice was provided. If a challenge is filed, the deductions for a fair share fee shall be held in escrow by the EMPLOYER pending a decision by the Commissioner.

4.6 The EMPLOYER agrees that space for a designated bulletin board shall be made available in City Hall to be used by EMPLOYEES for posting notices of the following type:

1. Notice of UNION recreational and social affairs;

2. Notice of UNION elections;

3. Notice of UNION appointments and results of UNION elections;

4. Notices of UNION meetings;

5. Notices of UNION committee reports; and

6. Other notices as may be agreed upon by the EMPLOYER.

Further, the bulletin board shall not be used for posting or distributing pamphlets of political or religious matter of any kind or for advertising. Under no circumstances shall the use of the bulletin board conflict with the operation of the EMPLOYER.

ARTICLE 5 EMPLOYER SECURITY

The UNION agrees that during the life of this AGREEMENT neither the UNION, its officers or agents, nor any of the EMPLOYEES covered by this AGREEMENT will engage in, encourage, sanction, support or suggest any strike, slowdown, mass resignations, mass absenteeism, the willful absence from one's position, the stoppage of work or the abstinence in whole or part of the full, faithful and proper performance of duties of employment for the purpose of inducing, influencing, or coercing a change in the conditions, compensation or the rights, privileges or obligations of employment.

ARTICLE 6 EMPLOYER AUTHORITY

6.1 The EMPLOYER retains the full and unrestricted right to operate and manage all staff, facilities, and equipment; to establish functions and programs; to set and amend budgets; to determine the utilization of technology; to establish and modify the organizational structure; to select, direct and determine the number of personnel; to establish work schedules; and to perform any inherent managerial function not specifically limited by this AGREEMENT.

6.2 Any term and condition of employment not specifically established or modified by this AGREEMENT shall remain solely within the discretion of the EMPLOYER to modify, establish, or eliminate.

6.3 Nothing in this AGREEMENT shall prohibit or restrict the right of the EMPLOYER from subcontracting work performed by EMPLOYEES covered by this AGREEMENT.

ARTICLE 7 EMPLOYEE RIGHTS - GRIEVANCE PROCEDURE

The EMPLOYER will recognize a representative designated by the UNION as the GRIEVANCE representative of the bargaining unit having the duties and responsibilities established by this ARTICLE. The UNION shall notify the EMPLOYER in writing of the name of such UNION representative and of the representative's successor when so designated.

7.1 PROCESSING OF A GRIEVANCE

It is recognized and accepted by the UNION and the EMPLOYER that the processing of GRIEVANCES as hereinafter provided is limited by the job duties and responsibilities of the EMPLOYEES and shall therefore be accomplished during normal working hours only when consistent with such EMPLOYEE duties and responsibilities. The aggrieved EMPLOYEE and the UNION representative shall be allowed a reasonable amount of time without loss of pay when a GRIEVANCE is investigated and presented to the EMPLOYER during normal working hours provided the EMPLOYEE and the UNION representative have notified and received the prior approval of the designated supervisor who has determined that such absence is reasonable and would not be detrimental to the work programs of the EMPLOYER.

7.2 PROCEDURE

GRIEVANCES, as defined in ARTICLE 2, Section 2.6, shall be resolved in conformance with the following procedure:

Step 1. An EMPLOYEE claiming a violation concerning the interpretation or application of this AGREEMENT shall, within twenty-one (21) calendar days after such alleged violation has occurred, present such GRIEVANCE to the EMPLOYEE'S supervisor as designated by the EMPLOYER. The EMPLOYER-designated representative will discuss and give an answer to such Step 1 GRIEVANCE within ten (10) calendar days after receipt. A GRIEVANCE not resolved by the operation of Step 1 of the grievance procedure may be appealed by the Union by filing a notice to that effect with the EMPLOYER designated representative. Such notice shall set forth the nature of the GRIEVANCE, the facts on which it is based, the provision or provisions of the AGREEMENT allegedly violated, and the remedy requested. Such notice shall be filed within ten (10) calendar days after the EMPLOYER-designated representative's final answer in Step 1. Any GRIEVANCE not appealed in writing to Step 2 by the UNION within ten (10) calendar days shall be considered waived.

Step 2. If appealed, the EMPLOYER designated representative shall conduct a conference with the union and the EMPLOYEE in an attempt to resolve the grievance. At such conference, the union shall present the grievance in writing signed by the affected EMPLOYEE and the union. The EMPLOYER-designated representative shall give the UNION the EMPLOYER'S Step 2 answer in writing within ten (10) calendar days after receipt of such Step 2 GRIEVANCE. A GRIEVANCE not resolved in Step 2 may be appealed to Step 3 within ten (10) calendar days following the EMPLOYER-designated representative's final Step 2 answer. Any GRIEVANCE not appealed in writing to Step 3 by the UNION within ten (10) calendar days shall be considered waived.

Step 3. A GRIEVANCE unresolved in Step 2 and appealed in Step 3 may be submitted to the Minnesota Bureau of Mediation Services. A GRIEVANCE not resolved in Step 3 may be appealed to Step 4 within ten (10) calendar days following the EMPLOYER'S final answer in Step 3.

Step 4. A GRIEVANCE unresolved in Step 3 and appealed to Step 4 shall be submitted to arbitration before a single arbitrator to be selected from a list to be supplied by the Bureau of Mediation Services pursuant to its rules. Any GRIEVANCE not appealed in writing to Step 4 by the UNION within ten (10) calendar days shall be considered waived.

7.3 ARBITRATOR'S AUTHORITY

A. The arbitrator shall have no right to amend, modify, nullify, ignore, add to, or subtract from the terms and conditions of AGREEMENT. The arbitrator shall consider and decide only the specific issue(s) submitted in writing by the EMPLOYER and the UNION, and shall have no authority to make a decision on any other issue not so submitted.

B. The arbitrator shall be without power to make decisions contrary to, or inconsistent with, or modify or vary in any way the application of laws, rules, or regulations having the force and effect of law. The arbitrator's decision shall be submitted in writing within thirty (30) days following the close of the hearing or the submission

of briefs by the parties, whichever be later, unless the parties agree to an extension. The decision shall be binding on both the EMPLOYER and the UNION and shall be based solely on the arbitrator's interpretation or application of the express terms of this AGREEMENT and to the facts of the GRIEVANCE presented.

C. The fees and expenses for the arbitrator's services and proceedings shall be borne equally by the EMPLOYER and the UNION provided that each party shall be responsible for compensating its own representatives and witnesses. If either party desires a verbatim record of the proceedings, it may cause such a record to be made, providing it pays for the record. If both parties desire a verbatim record of the proceedings, the cost shall be shared equally.

7.4 WAIVER OF GRIEVANCE

If a GRIEVANCE is not presented within the time limits set forth above, it shall be considered "waived". If a GRIEVANCE is not appealed to the next step within the specified time limit or any agreed extension thereof, it shall be considered settled on the basis of the EMPLOYER'S last answer. If the EMPLOYER does not answer a GRIEVANCE or an appeal thereof within the specified time limits, the UNION may elect to treat the GRIEVANCE as denied at that step and immediately appeal the GRIEVANCE to the next step. The time limit in each step may be extended by mutual AGREEMENT of the EMPLOYER and the UNION.

ARTICLE 8 WORK SCHEDULES - PREMIUM PAY

This ARTICLE is intended only to define the normal hours of work. Nothing herein shall be construed as a guarantee of hours of work per day or per week.

8.1 The sole authority in work schedules is the EMPLOYER. The normal work day for an EMPLOYEE shall be eight (8) hours. The normal work week shall be forty (40) hours, Monday through Friday. The normal work week for premium pay purposes shall begin at 12:01 A.M. Saturday. EMPLOYEES shall be given a two week posted or written notice of exceptions or changes in the normal work week start time. In the event that work is required because of unusual circumstances such as, but not limited to, fire, flood, snow, sleet, or breakdown of municipal equipment or facilities, no advance notice need be given.

8.2 In order to provide service to the public, the EMPLOYER may require the establishment of shifts for some EMPLOYEES on a daily, weekly, seasonal, or annual basis other than the normal work day or work week.

8.3 Each EMPLOYEE has an obligation to work overtime or callbacks if requested. Overtime will first be offered by the EMPLOYER on a voluntary basis. Employees who are on vacation leave that has been requested and approved according to normal department procedures are not obligated to respond to callbacks.

8.4 Every regular EMPLOYEE shall be granted a thirty (30) minute lunch break without pay. Also, every regular EMPLOYEE, when working under conditions where a break period is practicable, shall be granted a fifteen (15) minute break period with pay in each half of the EMPLOYEE'S shift. Each department head shall schedule rest periods so as not to interfere with work requirements.

8.5 EMPLOYEES who are not exempt from the Fair Labor Standards Act (FLSA), working in excess of forty (40) hours within the work week, shall be compensated for such over-time at the rate of one and one-half (1-1/2) times the EMPLOYEE'S regular rate of pay in accordance to FLSA. The formula used for payment herein shall be the same regardless of operation of equipment at HEO, LEO or other rates of pay. As an alternative to compensation at premium rates for time worked in excess of forty (40) hours within the work week, the Employee may request compensatory time off in lieu of over-time pay compensatory time off to an EMPLOYEE, to be taken at a later date, which shall be computed at one and one-half (1-1/2) the time worked in excess of forty (40) hours within a work week.

For the purposes of calculating overtime, an employee using paid holidays, vacation leave, sick leave, or compensatory time off is considered to be working.

8.6 Neither compensation for over-time nor accumulation of compensatory time off will be granted unless the work is performed at the direction of, or with the prior written approval of, the EMPLOYEE'S supervisor.

8.7 Neither compensation at over-time rates nor accumulation of compensatory time off will be paid for time not worked except as provided in this section. Time worked for the purpose of calculating over-time shall be actual time worked plus holidays recognized in Article 10, plus vacation time scheduled at least one week in advance of its use, plus sick leave, and compensatory time off. Unpaid leave shall not be counted as time worked for the purpose of calculating over-time.

8.8 When an EMPLOYEE accrues one hundred and twenty (120) hours of unused compensatory time off, further accumulation of compensatory time off is prohibited, and the EMPLOYEE shall be paid for overtime in accordance with this Article.

The EMPLOYER reserves the right to payout any compensatory time off hours in excess of 80 hours, as deemed necessary by the EMPLOYER.

The EMPLOYER agrees to allow employees to cash out up to a maximum 40 hours of compensatory time off annually; to be paid out up to twice annually, January 1 through January 15, and November 1 through November 15 of each year, to total a maximum payout of 40 hours of compensatory time off. Note: upon terminating employment with the City, all compensatory time off will be paid out at 100% of the accrued balance.

8.9 An EMPLOYEE shall be permitted to use accrued compensatory time within a reasonable period after it is requested if to do so would not unduly disrupt the

operations of the EMPLOYER. Prior approval of the EMPLOYEE'S supervisor is required for the use of compensatory time-off.

8.10 A regular EMPLOYEE who is called out to perform work services on other than the EMPLOYEE'S scheduled shift shall receive a minimum of two (2) hours pay. The two hour minimum shall count toward worked hours for the purpose of calculation of overtime. An extension of a shift or an early start to a shift shall not be considered a call back for purposes of this section.

8.11 On Call Policy: Public Works Maintenance staff only

This policy does not apply to snow plow duties. This on call policy applies to unexpected emergencies and weekend well and lift station checks. Employees who wish to be added to the on call list for the calendar year may make this request to his/her supervisor on a *voluntary basis at the beginning of each year. Those who are approved as on call employees will rotate on a weekly (seven days) basis. During an employee's week of assigned on call duty, employees will be reimbursed for mileage as calculated from the employee's home to the Public Works campus and back home again. The rate of reimbursement is payable per the IRS mileage reimbursement schedule. Employees must be expressly assigned to on call duty by the department head in order to be compensated under this policy. Employees must also be able to respond to the appropriate public works facility within 30 minutes and must be skilled in the areas of streets, parks and utilities maintenance work, as determined by the Public Works Superintendent, in order to be a member of the on call pool

On call employees will be assigned to a seven-day schedule. On call hours shall begin at 3:30pm and shall end at 7:00am on the next regularly scheduled work day. On-call employees will not be required to perform lift station and well checks; unless on-call employees receive an alert/alarm/page indicating that a response is required or the Public Works Superintendent or his/her designee directs that a lift station and well check is necessary.

On call Pay: On call employees will receive one hour of over-time pay for each day of assigned on call duty Monday through Friday; two hours of over-time pay for each Saturday and Sunday; and four hours of over-time pay for each approved holiday

Pay when responding: The employer agrees that, upon responding to a call, the employee will not forfeit their on call pay. Upon responding to a call for service, an on call employee will be paid as per Section 8.10 (Call-back Policy) receiving a minimum of two hours pay. On call employees who are called back to work on an approved holiday will be compensated as per Section 10.2 (Holidays) and will be paid four hour

On call employees that respond to a call may require assistance in order to safely and effectively complete the necessary work. If so, the on call employee may call another regular Public Works employee to provide assistance, without

receiving immediate authorization from a supervisor. Said employee will be compensated as per section 8.10.

* All Public Works Maintenance employees hired after January 1, 2014 are required to participate in the on call policy.

ARTICLE 9 SICK LEAVE

9.1 Every probationary and regular EMPLOYEE is entitled to accrue sick leave with pay at a rate of eight (8) hours for each calendar month of full-time service or major fraction thereof. The EMPLOYER may compute sick leave on an hourly basis equivalent to 96 hours per 2080 hours of compensated time, exclusive of overtime.

9.2 Sick leave may be accrued to a maximum of 960 hours at a rate established in Section 9.1. Unused sick leave in excess of 960 hours at the end of a calendar year (January 1st) may be converted to vacation at a rate of one hour vacation for each two hours of sick leave in excess of 960 hours.

9.3 Sick leave may be authorized, when the EMPLOYEE is unable to perform work duties due to illness, disability, the necessity for medical, dental, or chiropractic care, childbirth, or exposure to contagious disease where such exposure may endanger the health of others with whom the EMPLOYEE would come in contact in the course of performing work duties. Sick leave may also be authorized, when the EMPLOYEE'S presence is necessary, for actual illness, injury, legal quarantine, or medical treatment for serious illness in the EMPLOYEE'S immediate family. Immediate family, for the purposes of this ARTICLE, shall be defined as spouse, parent, step-parent, children, step-children, brother, sister, grandparents, grandchildren or a like member of EMPLOYEE'S spouse's family.

9.4 Employees are allowed funeral leave up to 24 hours (three 8-hour days or two 12-hour days) twice annually per occurrence (a maximum of 48 hours annually) for a death in the immediate family as defined under Article 9.3. That time is not chargeable against any accrued vacation, sick or compensatory time. Hours must be taken within five (5) calendar days from start to finish per occurrence. Additional funeral leave may be taken (with prior approval from a supervisor) and is deductible from sick leave (up to three (3) consecutive days), vacation or compensatory time as the EMPLOYEE may choose and have available.

9.5 EMPLOYEES are able to use accrued leave or compensatory time (with prior approval from a supervisor) for family members not considered immediate family members under ARTICLE 9.3. To be eligible for sick leave with pay, an EMPLOYEE shall:

(1) report as soon as possible to the EMPLOYEE'S department head the need for sick leave and whether the sick leave is for the EMPLOYEE, EMPLOYEE'S child, as defined in section 181.940, subdivision 4, adult child, spouse, sibling, parent, grandparent or stepparent;

(2) keep the EMPLOYEE'S department head informed of the need for continued sick leave if the absence is of more than three (3) days duration;

(3) submit a medical certificate for any absence if required by the City Administrator;

(4) provide the EMPLOYER with sufficient information needed in order to comply with the Family and Medical Leave Act.

9.6 Using or claiming sick leave for a purpose not authorized by this ARTICLE may be cause for disciplinary action.

9.7 For the purpose of accumulating additional sick leave, an EMPLOYEE using earned vacation leave, paid holidays or sick leave is considered to be working.

9.8 Regular part-time EMPLOYEES shall be entitled to sick leave computed by converting their part-time employment to equivalent adjusted full-time service.

DRAFT

ARTICLE 10 HOLIDAYS

10.1 Holidays with pay are defined as:

New Year's Day	January 1st
Martin Luther King Jr. Day	Third Monday in January
President's Day	Third Monday in February
Memorial Day	Last Monday in May
Independence Day	July 4th
Labor Day	First Monday in September
Veteran's Day	November 11th
Thanksgiving Day	Fourth Thursday in November
Friday after Thanksgiving Day	Friday after Thanksgiving Day
Christmas Eve	December 24th
Christmas Day	December 25th
Floating Holiday	Eight (8) hours to be used within calendar year

10.2 All EMPLOYEES in regular positions are entitled to time off with full pay on the holidays defined in this ARTICLE. City hall shall be closed for business on each such holiday, but EMPLOYEES may be required to work on paid holidays when the nature of their duties or other conditions require. An EMPLOYEE required to work on a holiday shall receive their full pay for the holiday as defined in this ARTICLE. In addition, employees shall receive 1-1/2 times the EMPLOYEE'S base hourly pay rate for the time they work on such holiday or compensatory time off.

10.3 When New Year's Day, Independence Day or Christmas Day falls on Sunday, the following Monday is considered the paid holiday and if any such day falls on Saturday, the preceding Friday is considered the paid holiday. When Christmas Eve falls on Sunday, the preceding Friday is considered the paid holiday. Each holiday commences at the beginning of the first shift on the day on which the holiday occurs and continues for twenty-four (24) hours thereafter.

10.4 In order to be eligible for paid holidays as defined in this Article, EMPLOYEES must work the day before and the day after such holiday, unless on vacation, other paid leave, or excused in advance by the City Administrator.

10.5 In addition to meeting the foregoing criteria, regular part-time EMPLOYEES are entitled to be paid for a holiday defined in this ARTICLE, computed by converting their annualized part-time employment to equivalent adjusted full-time service.

ARTICLE 11 VACATION LEAVE

11.1 Every regular EMPLOYEE shall be entitled to the vacation based upon the following schedule:

Years of consecutive full-time employment	Hours of vacation earned for each calendar month of full-time employment or major fraction thereof	Annual equivalent in 8 hr. days
After 0	6.6667	10
After 1	6.6667	10
After 2	6.6667	10
After 3	6.6667	10
After 4	6.6667	10
After 5	6.6667	10
After 6	10.0000	15
After 7	10.0000	15
After 8	10.0000	15
After 9	10.0000	15
After 10	10.0000	15
After 11	10.0000	15
After 12	13.3333	20

After 16 years of service, a qualifying employee shall receive one additional day of vacation each year in excess of sixteen (16) years of service to a maximum of 25 days per year.

The EMPLOYER may compute vacation accrual on an hourly basis on a ratio equal to the appropriate annual equivalent compared to 2080 hours of compensated time, exclusive of overtime.

11.2 An EMPLOYEE'S accrual or "banked" vacation leave may not exceed two times the yearly accrual at any point in time.

11.3 Vacation leave may be used as earned subject to approval by the department head prior to the time at which said vacation is to be taken and subject to the provisions in ARTICLE 18.

11.4 Any EMPLOYEE leaving the municipal service in good standing after giving proper notice of such termination of employment shall be compensated for vacation leave accrued and unused to the date of separation.

11.5 For the purpose of accumulating additional vacation leave, an EMPLOYEE using earned vacation leave, paid holidays, sick leave, or compensatory time off is considered to be working.

11.6 Regular part-time EMPLOYEES shall be entitled to paid vacations computed by converting their annualized part-time employment to equivalent adjusted full-time service.

ARTICLE 12 INSURANCE

12.1 The EMPLOYER shall contribute to EMPLOYEE health and life insurance as stated in the attached Memorandum of Understanding.

12.2 Neither regular part-time EMPLOYEES nor temporary EMPLOYEES shall be entitled to group health insurance including dependent coverage.

12.3 Annually during the month of December, or upon termination, the EMPLOYER will calculate the difference between the insurance allowance and the actual insurance cost for the calendar year. If the insurance allowance exceeds the cost of insurance benefits referred to in 12.1, EMPLOYER will remit the difference between the insurance allowance and the actual cost, net of all taxes, to the EMPLOYEE.

12.4 The EMPLOYER agrees to provide for a Labor Management Committee which will provide input to the EMPLOYER on issues such as safety, insurance and recognition programs. Three members of the bargaining unit appointed by the bargaining unit will serve on this Committee along with management's appointed representatives.

12.5 The EMPLOYER, effective January 1, 2018, agrees to contribute the dollar value equivalent to the cost of the monthly employee only dental premium as established by the EMPLOYER. Credit in lieu of coverage will not be granted.

ARTICLE 13 LEAVES

13.1 The EMPLOYER may grant any EMPLOYEE a Leave of Absence without pay for a period not exceeding ninety (90) days, except that it may extend such leaves to a maximum period of one (1) year in case the EMPLOYEE is disabled or where extraordinary circumstances, in its judgment, warrant such extension.

13.2 Every EMPLOYEE to whom Minnesota Statutes Section 192.26 or 192.261 applies (Military Leave) is entitled to the benefits afforded by those sections, subject to the conditions therein prescribed.

13.3 An EMPLOYEE required to serve as a juror or under subpoena as a witness in court for job related purposes, shall be granted leave of absence with pay while serving in such capacity. Such EMPLOYEE shall receive the amount of the difference between the EMPLOYEE'S regular salary and Jury Duty pay or fees received for service. An EMPLOYEE cannot receive more than the EMPLOYEE'S normal take-home pay as a result of any EMPLOYER pay supplemented to Jury Duty pay.

If the jury is dismissed prior to the end of the EMPLOYEE'S work day, the EMPLOYEE will report to work if practicable.

13.4 Every EMPLOYEE to whom Minnesota Statutes 181.940 through 181.943 applies (Parenting Leave) is entitled to the benefits afforded by those sections, subject to the conditions therein prescribed.

13.5 Every EMPLOYEE to whom the Family Medical Leave Act applies is entitled to the benefits afforded by the Act, subject to the conditions therein prescribed.

ARTICLE 14 SENIORITY

14.1 Seniority is defined as:

A. EMPLOYER SENIORITY: length of continuous service with the EMPLOYER.

B. JOB CLASSIFICATION SENIORITY: length of continuous service in a job classification.

14.2 On January 1st of each year, the EMPLOYER shall establish seniority lists showing each EMPLOYEE'S accumulated EMPLOYER seniority and job classification seniority. A copy of the seniority lists shall be furnished to the UNION upon request.

ARTICLE 15 JOB VACANCIES

Job Classification positions which are vacant because of separation from employment, a promotion, or the creation of a new position, and which the EMPLOYER intends to fill, shall be posted for five (5) working days. This requirement does not apply to position reclassifications.

ARTICLE 16 LAY OFF

16.1 EMPLOYEES shall be laid off on the basis of job classification seniority only when the job relevant qualification factors between EMPLOYEES are equal. After at least two (2) weeks notice to the EMPLOYEE, the EMPLOYER may lay off any EMPLOYEE when such action is necessary because of shortage of work or funds, the abolition of a position, or changes in the organization. No regular or probationary EMPLOYEE shall be laid off while there is a temporary EMPLOYEE serving in the same class of position for which the regular or probationary employee is qualified, eligible, and available.

16.2 EMPLOYEES laid off by the EMPLOYER shall retain recall rights for a period of one (1) year. The EMPLOYER shall notify EMPLOYEES on layoff by registered mail to return to work at the EMPLOYEE'S last known address. The EMPLOYEE

must return to work within three (3) weeks of receipt of this order to be eligible for reemployment.

16.3 Notwithstanding any of the foregoing provisions of this ARTICLE, all recall rights and all other rights under this AGREEMENT shall be lost if any of the following occurs:

A. An EMPLOYEE quits of EMPLOYEE'S own accord; or
B. An EMPLOYEE is dismissed for cause; or
C. An EMPLOYEE does not return to work when recalled after lay-offs, in accordance with this ARTICLE; or
D. An EMPLOYEE is absent from the payroll due to lay-off continuously for fifty-two (52) weeks or more.

16.4 In the event the EMPLOYER chooses to subcontract over 51% of a position(s) which would result in a lay off of EMPLOYEE(S), the EMPLOYER shall notify the affected EMPLOYEE(S) no less than ninety (90) days prior to the effective date of lay off. At no time shall the notice of layoff for other reasons be less than 45 days.

ARTICLE 17 PROBATIONARY PERIODS

17.1 NEW HIRE, REHIRE PROBATIONARY PERIOD: All newly hired or rehired EMPLOYEES shall serve a six (6) months probationary period. During the probationary period such probationary EMPLOYEE may be terminated at the sole discretion of the EMPLOYER.

17.2 PROMOTIONAL PROBATIONARY PERIOD: All promoted EMPLOYEES shall serve a six (6) months probationary period in any job in which the promoted EMPLOYEE has not successfully completed a probationary period. Any EMPLOYEE who does not successfully complete the promotional probationary period shall be returned to the EMPLOYEE'S pre-promotion job classification. Such EMPLOYER decisions shall not be subject to the GRIEVANCE procedure.

17.3 USE OF ACCRUED VACATION LEAVE AND SICK LEAVE: During the probationary period following original appointment or promotional appointment, an EMPLOYEE is entitled to use accrued vacation leave and accrued sick leave. The use of both accrued vacation leave and accrued sick leave must comply with the respective contract language in the applicable articles.

ARTICLE 18 JOB SAFETY

18.1 It shall be the responsibility of the EMPLOYER, the UNION and the EMPLOYEE to cooperate in programs to promote safety to themselves and the public and to comply with rules promulgated to insure safety. This responsibility shall include the provision of safe equipment and the proper use of all equipment in accordance with recognized safety procedures.

18.2 Whenever an EMPLOYEE is injured on the job, such employee shall report the injury to the EMPLOYEE'S supervisor immediately, if possible. The supervisor shall, if reasonably possible, first secure needed medical aid for the injured EMPLOYEE and then shall promptly file an accident report with the appropriate insurance carrier giving full particulars.

18.3 The EMPLOYER shall furnish to each of its EMPLOYEES conditions of employment and a place of employment free from recognized hazards, that are not by nature characteristic hazards of the EMPLOYEE'S chosen profession, but are causing or likely to cause death or serious injury or harm to its EMPLOYEES.

ARTICLE 19 DISCIPLINE

19.1 EMPLOYEES will be disciplined only for just cause. The seriousness or frequency of misconduct will be factors in determining whether discharge rather than some other disciplinary action is warranted.

19.2 Disciplinary actions will be in the form of:

A. Oral reprimand;
B. Written reprimand;
C. Suspension;
D. Demotion; or
E. Discharge.

19.3 EMPLOYEES who receive a written reprimand or who are suspended, demoted, or discharged shall have the right to appeal such disciplinary actions through the grievance procedure as established by ARTICLE 7 (EMPLOYEE Rights - Grievance Procedure).

19.4 Suspensions, demotions, and discharges shall be in writing and shall specify the charges, a copy of which shall be sent to the EMPLOYEE and the EMPLOYEE'S personnel file.

19.5 Prior to discharging an EMPLOYEE who has completed the probation period, the EMPLOYER shall notify the EMPLOYEE and the union, in writing, that the EMPLOYEE is to be discharged, the reason(s) therefore, the EMPLOYEE'S right to a hearing in accordance with this Article and the effective date of the discharge. The EMPLOYEE may request an opportunity to hear an explanation of the evidence against him/her and to present his/her explanation of issues and circumstances related to the EMPLOYEE'S discharge to the EMPLOYER'S representative. The EMPLOYEE is entitled to union representation at such meeting, upon request. The right of such meeting shall expire at the end of the next scheduled work day of the EMPLOYEE after the notice of discharge is delivered to the EMPLOYEE unless the EMPLOYER and EMPLOYEE agree otherwise. The discharge shall not become effective during the period when the meeting may

occur. However, the EMPLOYEE may be suspended without pay during the time between the notice of discharge and the expiration of the pre-termination meeting. Any further appeal of the discharge may be initiated by the UNION at Step 2 of the GRIEVANCE procedure provided that the written appeal is signed by the EMPLOYEE and the UNION. It is agreed that the availability of this appeal procedure satisfies all due process requirements for a pre-termination hearing.

19.6 EMPLOYEES may examine their own personnel file at reasonable times under the direct supervision of a representative of the EMPLOYER.

19.7 The EMPLOYER shall have the right to revoke or reduce a discharge penalty at any time.

ARTICLE 20 WAGES

20.1 EMPLOYEES shall be compensated in accordance with the wage schedules and text attached hereto as Appendix A. Appendix A reflects a two and three-quarter percent (2.75%) cost of living adjustment (COLA) over ~~2018~~ 2020 wages, effective January 1, ~~2019~~ 2021. ~~Effective January 1, 2020, the EMPLOYEE wage schedule will be adjusted upward due to a cost of living adjustment (COLA) by three percent (3%) over 2019 wages.~~

20.2 Public Works Maintenance Workers or Building Inspectors expressly assigned in writing by the supervisor or department director to perform the duties of an interim lead worker due to the absence of a supervisor shall receive an interim lead worker differential of one dollar ($1.00) per hour. Interim Lead pay will be paid for all hours assigned and worked in the interim lead worker capacity. Interim lead workers will not be assigned for project-based work. The department head may or may not assign an interim lead at his/her sole discretion.

ARTICLE 21 UNIFORMS

21.1 The EMPLOYER shall furnish uniforms and cleaning of such uniforms for EMPLOYEES in the Public Works Department, this includes Building Maintenance Workers.

21.2 Public Works Maintenance employees and Engineering Technicians may choose to opt out of the contract uniform service by January 15 of each year. Contract uniform services will be cancelled by February 1 of each year for employees who opt out.

21.3 All uniform items provided by the EMPLOYER shall remain the property of the EMPLOYER and as each item is either discarded or replaced, the discarded or replaced items shall be returned to the EMPLOYER. In the event any such items are lost or damaged through the negligence of the EMPLOYEE possessing said property, (reasonable wear and depreciation expected), such EMPLOYEE shall be financially responsible for the replacement of said negligently lost or destroyed item.

DRAFT

21.4 The EMPLOYER shall designate the standard uniform required while on duty.

21.5 Public Works Maintenance Workers, Engineering Technicians, Building Maintenance Workers and Building Inspectors may submit an original store receipt to the EMPLOYER for a one time reimbursement per year, as follows:

A) Work boots up to $150 annually (includes 1 or more boots)
B) Work clothes up to $350 annually (excludes employees participating in the contract uniform service)
C) Embroidery up to $25.00 annually (excludes employees participating in the contract uniform service)

21.6 The EMPLOYER shall provide required personal protective equipment as determined by Occupational Safety and Health Administration.

ARTICLE 22 SEVERANCE PAY

EMPLOYEES shall receive a lump sum payment upon termination of employment with the EMPLOYER based upon thirty-three percent (33%) of said EMPLOYEE'S unused accumulated sick leave after five (5) years of continuous employment. Severance pay shall not be available in any sum to an EMPLOYEE if that EMPLOYEE is discharged for just cause; severance pay shall not be paid if an EMPLOYEE voluntarily terminates his or her employment prior to five (5) years of continuous employment service; or the EMPLOYEE voluntarily terminates his or her employment without giving the EMPLOYER fourteen (14) days written notice. After fifteen (15) years of continuous employment service, the EMPLOYEE will receive thirty-five percent (35%) of said EMPLOYEE'S unused, accumulated sick leave. After twenty (20) years of continuous employment service, the EMPLOYEE will receive thirty-seven percent (37%) of unused, accumulated sick leave. After twenty-five (25) years of continuous employment service the EMPLOYEE will receive forty percent (40%) of said EMPLOYEE'S unused, accumulated sick leave.

Receipt of severance pay terminates all seniority rights and ends all EMPLOYER'S liability for other benefits.

ARTICLE 23 POST EMPLOYMENT HEALTH CARE SAVINGS PLAN

23.1 Purpose

The purpose of this program is to help employees defray some of the costs of post employment health insurance premiums using pre-tax dollars.

23.2 Effective Date

Participation in the Post Employment Health Care Savings Plan (PEHCSP) is available to full- and part-time regular employees who are members of the AFSCME unit and who meet the eligibility requirements described below on their termination date. For the purposes of the PEHCSP, the termination date is the last date an employee performed services for the City. This includes, but is not limited to, the employee's retirement date.

This PEHCSP is effective November 1, 2008.

23.3 Eligibility Requirements

In order to be eligible for participation in the PEHCSP, the following terms and conditions must be met:

1. The individual must be a regular employee and a current member of the AFSCME bargaining unit.

2. The employee must have been continuously employed by the City of Ramsey for ten years. There shall be no partial years and no aggregation of separate periods of employment.

23.4 Benefits

Under the PEHCSP, eligible employees will contribute 100% of eligible sick leave hours to the PEHCSP. City employees are eligible to accrue a maximum of 960 hours of sick leave and may receive a percentage of the 960 hours of sick leave depending upon their years of service.

For the purposes of this PEHCSP, as per Article 22 of the AFSCME labor agreement, "eligible sick leave hours" is 33% of unused accumulated sick leave after 10 years of continuous employment; 35% of unused accumulated sick leave after 15 years of continuous employment; 37% of unused accumulated sick leave after 20 years of continuous employment; and 40% of unused accumulated sick leave after 25 years of continuous employment.

Per Article 22 of the AFSCME labor agreement, severance pay shall not be available in any sum to an employee if that employee is discharged for just cause, or if the employee voluntarily terminates his or her employment without giving the employer fourteen (14) days written notice.

23.5 Fees

Fees are paid by employees (or former employees) when the individual begins making contributions to the plan.

ARTICLE 24 SICK LEAVE FOR WELLNESS

Please see Appendix C.

ARTICLE 25 WAIVER

25.1 Any and all prior AGREEMENTS, resolutions, practices, policies, rules and regulations regarding terms and conditions of employment, to the extent inconsistent with the provisions of this AGREEMENT, are hereby superseded.

25.2 The parties mutually acknowledge that during the negotiations which resulted in this AGREEMENT, each had the unlimited right and opportunity to make demands and proposals with respect to any terms or conditions of employment not removed by law from bargaining. All AGREEMENTS and understandings arrived at by the parties are set forth in writing in this AGREEMENT for the stipulated duration of this AGREEMENT.

25.3 The EMPLOYER and the UNION each voluntarily and unqualifiedly waive the right to meet and negotiate regarding any and all terms and conditions of employment referred to or covered in this AGREEMENT or with respect to any term or condition of employment not specifically referred to or covered by this AGREEMENT, even though such terms or conditions may not have been within the knowledge or contemplation of either or both parties at the time this contract was negotiated or executed.

ARTICLE 26 SAVINGS CLAUSE

This AGREEMENT is subject to law. In the event any provision of this AGREEMENT shall be held to be contrary to law by a court of competent jurisdiction from whose final judgment or decree no appeal has been taken within the time provided, such provision shall be voided. All other provisions of this AGREEMENT shall continue in full force and effect. The voided provision shall be renegotiated at the request of either party.

ARTICLE 27 DURATION

27.1 This AGREEMENT shall be effective as of the day of signing and shall remain in full force and effect through December 31, ~~2018~~ 2021unless changed or terminated in the manner provided by this ARTICLE.

27.2 Either party desiring to change or terminate this AGREEMENT must notify the other in writing at least sixty (60) calendar days prior to the date specified in Section 27.1 of this ARTICLE. Whenever notice is given for changes, the nature of the changes desired must be specified in the notice. Until a satisfactory conclusion is reached concerning such changes, the original provisions of this AGREEMENT shall remain in full force and effect. Notice by either party of a desire to terminate this AGREEMENT shall follow the same procedure as a proposed change.

27.3 This AGREEMENT shall take effect from January 1, ~~2019~~ 2021 through the effective date specified in Section 27.1 of this ARTICLE.

IN WITNESS WHEREOF, the parties hereto have executed this AGREEMENT on this _____ day _____,_____.

FOR THE CITY OF RAMSEY, MINNESOTA:

_____
Mayor:

_____
Attest: City Administrator

FOR THE AMERICAN FEDERATION OF STATE, COUNTY AND MUNICIPAL EMPLOYEES, COUNCIL NO. 5, LOCAL NO. 2454, AFL-CIO:

_____
AFSCME Field Representative:

_____
AFSCME Negotiating Committee Member

_____
AFSCME Negotiating Committee Member

_____
AFSCME Negotiating Committee Member

DRAFT

APPENDIX A1 COMPENSATION PLANS

The compensation plans are based on "steps" that are four percent apart based on maximum market salaries represented in the Step 6 (100%) column. Steps 1 through 5 equal 80%, 84%, 88%, 92%, and 96% of the maximum respectively.

If approved by the City Council, maximum salaries may be adjusted by a Cost of Living Adjustment (COLA). Therefore, if approved the entire plan adjusts in value each year while the percentage between steps stays constant at 4%.

Initial placement in the plan may be at any step because it depends on the employee's knowledge, skills, and abilities, as well as City Council approval.

When an employee reaches the maximum salary for his/her position (Step 6), he/she stays on that step. However, a salary increase may be received, if approved by the City Council, The maximum salaries would then increase by the approved Cost Of Living Adjustment made to the plan as a whole.

Progression through the compensation plan for all City of Ramsey employees will be based on satisfactory performance. Employee performance will be evaluated annually. Cost of Living increases will occur on January 1, and step increases will occur on an employee's anniversary date, dependent on the employee's performance evaluation.

An employee's anniversary date of employment refers to his/her start date of regular full-time or regular part-time employment. This does not include temporary or seasonal employment.

Employees who receive an overall performance rating of "Meets Standards" or "Exceeds Standards" will move to the next highest salary step for their respective position classification.

Employees who receive an overall performance rating of "Below Standards" or "Unsatisfactory" will remain at their existing salary step and receive only the Cost of Living Adjustment.

Employees who receive an overall performance rating of "Below Standards" or "Unsatisfactory" will be re-evaluated in six months. If, at that time, overall performance is rated "Meets Standards" or "Exceeds Standards" the employee will move to the next highest salary step for their respective position classification.

This process is grievable, but not arbitrable, under Article VII of the Union grievance procedure.

Created by: HAN 062502
Revised November 2011

APPENDIX A2 **Wage Scales**

AFSCME 2021 Wages	Step 1 Hourly	Step 2 Hourly	Step 3 Hourly	Step 4 Hourly	Step 5 Hourly	Step 6 Hourly
Administrative Assistant	22.585	23.714	24.843	25.972	27.102	28.231
Administrative Clerk	22.585	23.714	24.843	25.972	27.102	28.231
Auto Mechanic	25.723	27.010	28.296	29.582	30.868	32.154
Building Maintenance Worker	19.776	20.765	21.754	22.743	23.732	24.721
Community Development Assistant	26.215	27.526	28.836	30.147	31.458	32.769
Communications and Events Coordinator	25.106	26.361	27.616	28.872	30.127	31.382
Community Service Officer	21.095	22.150	23.205	24.260	25.314	26.369
Engineering Technician 2	27.342	28.709	30.077	31.444	32.811	34.178
Engineering Technician 4	32.143	33.751	35.358	36.965	38.572	40.179
Fire Technician	21.727	22.813	23.900	24.986	26.072	27.159
Permit Technician	24.102	25.307	26.512	27.717	28.922	30.127
Police Technician	21.727	22.813	23.900	24.986	26.072	27.159
Police Technician - Lead	23.444	24.616	25.789	26.961	28.133	29.305
Public Works Maintenance Worker 1	23.679	24.863	26.047	27.231	28.415	29.599
Public Works Maintenance Worker - Lead	27.227	28.589	29.950	31.312	32.673	34.034
Recreation Specialist	22.585	23.714	24.843	25.972	27.102	28.231
Secretary/Receptionist	21.727	22.813	23.900	24.986	26.072	27.159
Senior Accounting Clerk	23.444	24.616	25.789	26.961	28.133	29.305

APPENDIX B ANNIVERSARY DATES FOR REGULAR EMPLOYEES

Name of Employee	Title	Current Position Anniversary Date	Original Anniversary Date
Eric Benson	Building Maint. Worker	September 23, 2020	September 23, 2020
Scott Berscheid	Public Works Maint. Worker	December 13, 2017	December 13, 2017
Emmah Beardsley	Lead Police Records Technician	October 2, 2017	October 2, 2017
Michael Breiter	Public Works Maint. Worker	June 10, 2019	June 10, 2019
AnnMarie Busack	Fire Technician	August 31, 2015	August 31, 2015
Andy Blood	Public Works Maint. Worker	March 1, 2018	March 1, 2018
Terry Byron, Jr.	Public Works Maint. Worker	April 28, 2005	April 28, 2005
~~Kristin Comacho~~	~~Community Service Officer~~	~~May 26, 2015~~	~~February 14, 2007~~
Logan Czech	Engineering Technician II	September 3, 2019	September 3, 2019
Jerome Dube	Public Works Maint. Worker	January 12, 2005	October 2, 2000
Jeff Erickson	Public Works Maint. Worker	February 28, 2007	February 28, 2007
Trudie Falk	Build. Insp. Adm. Assistant	September 24, 2020	September 24, 2020
~~Joe Feriancek~~	~~Engineering Technician III~~	~~January 1, 2015~~	~~January 1, 2015~~
Nolan Goebel	Community Service Officer	February 12, 2020	February 12, 2020
Matt Graf	Public Works Maint. Worker	February 26, 2014	February 26, 2014
Randy Heaton	Building Maint. Worker	April 10, 2017	April 10, 2017
Jamie Hedburg	Police Technician	January 25, 2017	January 25, 2017
Vaughn Ihrke	Public Works Maint. Worker	April 24, 2019	April 24, 2019
Evan Johnson	Public Works Maint. Worker	April 8, 2015	April 8, 2015
Jennifer Johnson	Police Technician	November 3, 2016	August 29, 2012
Ellen Krueger	Permit Technician	January 1, 2017	March 25, 2015
Greg Lind	Public Works Mechanic	January 1, 2016	August 31, 1999
Jackie Lipski	Senior Accounting Clerk	January 1, 2016	August 30, 2004
Aaron Madsen	Engineering Technician II	May 10, 2004	November 12, 2002
Nick Maras	Public Works Mechanic	December 29, 2004	December 29, 2004
Jacob Marks	Public Works Maint. Worker	July 23, 2018	July 23, 2018
Brian McCann	Planning Technician	March 25, 2020	March 25, 2020
Katie McNally	Community Service Officer	February 25, 2019	February 25, 2019
Don Meyenburg	Building Maintenance Worker	August 28, 2006	August 28, 2006
Pam Miller	Receptionist/Secretary	May 25, 1999	May 25, 1999

Todd Nelson	Public Works Maint. Worker	February 9, 2005	February 9, 2005
Mike Nielsen	Public Works Maint. Worker	April 24, 2006	April 24, 2006
~~Aaron Pipenhagen~~	~~Community Service Officer~~	~~May 10, 2017~~	~~May 10, 2017~~
Abby Proulx	Recreation Specialist	September 19, 2019	September 19, 2019
Alejandra Sanchez	Permit Technician	September 4, 2018	September 4, 2018
Kathy Schmitz	Administrative Clerk	June 13, 2013	February 1, 1988
Wendy Schlueter	Econ. Dev. Administrative Assistant	November 29, 2018	November 29, 2018
JoAnn Shaw	Community Development Assistant	January 1, 2014	October 15, 1996
~~Jeff Strelow~~	~~Building Maintenance Worker~~	~~February 27, 2013~~	~~February 27, 2013~~
Greg Talbot	Public Works Maint. Worker	January 18, 1988	January 18, 1988
Megan Thorstad	Communications and Events Coordinator	June 18, 2018	June 18, 2018
Shane Turner	Public Works Maint. Worker	September 25, 2014	September 25, 2014
Mary Jo Warner	Parks & PW/Administrative Assistant	August 6, 2001	August 6, 2001
Marsha Weidner	Engineering Administrative Assistant	February 2, 2018	February 2, 2018

DRAFT

APPENDIX C: SICK LEAVE FOR WELLNESS

Use of Sick Leave for Wellness Activities: Employees who have been employed with the City of Ramsey for at least five years and who have accrued a minimum sick leave balance of 300 hours will be allowed to use up to 24 hours of sick leave annually for cash reimbursement for approved wellness activities. Sick leave used for wellness activities will be reimbursed according to the City's sick leave severance schedule based on the employee's years of service and wage at the time the request for reimbursement is made. For example, an employee with ten years of service who earns $25 per hour is eligible to receive 7.92 hours of sick leave at a rate of $25 per hour for approved activities. The City's severance schedule at the time of this writing is as follows: 33% after five years of service; 35% after 15 years of service; 37% after 20 years of service; and 40% after 25 years of service.

Reimbursements will be taxable income to the employee unless otherwise indicated.

Required Documentation

Claims will be accepted June 1-15 and December 1-15 and will be processed in July and January, respectively, unless otherwise indicated. An activity for which reimbursement is requested must have occurred in the same calendar year in which the request for reimbursement is made. All claims shall be submitted to Human Resources via a Request for Reimbursement Form accompanied by proper documentation for each activity. The sick leave used to fund a reimbursement for wellness activities will be based on the employee's years of service and wage at the time the request for reimbursement is made.

Approved Medical and Dental Expenses

Sick leave may be used to reimburse employees for the employee's medical and dental expenses not covered by the City's insurance plans. Accumulated sick leave used for this purpose will be reimbursed according to the City's sick leave severance schedule based on the employee's years of service and wage at the time the request for reimbursement is made. To receive the reimbursement, the employee will fill out a Request for Reimbursement Form and submit proof of the expense to the Human Resources Manager.

Approved Wellness-Related Activities

Approved wellness activities include the following:

a. Individual employee memberships in approved health clubs and/or a sum equal to an individual membership for those employees holding family memberships which include the employee. An approved health club would be one that provides facilities for aerobic and strength training activities.
b. Programs designed to improve health such as classes on weight loss, smoking cessation or stress management are also allowed. This includes jazzercise, exercise classes, learning to eat, and weight watchers.

c. Regular (meaning at least once a week) fitness activities resulting in a moderate to high aerobic benefit and their fees and memberships will also be eligible for reimbursement. This includes activities such as singles tennis, racquetball, handball, court fees associated with these sports, basketball, exercise classes, hockey, soccer, martial arts training, skating, cross country skiing and gymnastics.
d. Fitness/exercise equipment (e.g., stationary bikes, treadmill, stair stepper, rowing machine, ice/inline skates, skis)

The following are not eligible for reimbursement:

a. Activities and equipment with a relatively low aerobic benefit, such as bowling, golf, dancing, horseback riding, archery, and baseball/softball. Also excluded are whirlpools, saunas, and massage therapy.
b. Any clothing costs, competitive registration fees or costs for food will not qualify for reimbursement.
c. Membership fees for clubs that are primarily social in nature (i.e., country clubs, golf/tennis clubs)
d. Accessory items (e.g., book holders, water bottles/holders, bike racks), assembly charges, shipping fees and maintenance contracts.

Employees are advised to have a physical examination by their physician if they are beginning a new program of physical activity.

Employee may not participate in any Sick Leave for Wellness eligible program on City time.

Sports, activities and equipment not listed will be evaluated on a case by case basis by the Human Resources Manager.

Approved Deferred Compensation Contributions

Eligible employees will be allowed to convert accumulated sick leave to deferred compensation deposits. Deposits in combination with all other payments to the deferred compensation accounts are subject to maximum deferral regulations. Accumulated sick leave used for deferred compensation contributions will be reimbursed according to the City's sick leave severance schedule based on the employee's years of service and wage at the time that the contribution to deferred compensation is requested. Requests for contributions under this section must be submitted to Human Resources by November 15. Contributions will be made to deferred compensation plans via payroll deduction in December pre-tax.

Employees who are in the process of terminating employment are not eligible for reimbursements under this program. All requests for reimbursement under this program must be approved by the Human Resources Manager.

MEMORANDUM OF UNDERSTANDING

BETWEEN THE CITY OF RAMSEY AND AMERICAN FEDERATION OF STATE, COUNTY AND MUNICIPAL EMPLOYEES (AFSCME)

ARTICLE 12 M.O.U. INSURANCE

January 1, ~~2019~~ 2021 to December 31, ~~2020~~ 2021 as described below:

1) City total monthly contributions for ~~2019~~ 2021 health insurance, as follows:

The employer will make the following contributions toward group health insurance coverage for employees enrolled in the City's health plan during ~~2019~~2021 . In addition, the City will purchase $20,000 of basic life insurance for full-time regular employees.

The City's monthly contribution to health insurance in ~~2019~~2021, including the contribution to the health insurance premium and the H.R.A./V.E.B.A. or H.S.A. (total city contribution per month) are listed below.

Total Monthly City Contributions

- Employee only (single) City contribution from: ~~$789.00 to $858.00~~ $949.00 to $1034.50
- Employee and Children City contribution: ~~$1,033.60~~ $1246.00
- Employee and Spouse City contribution: ~~$1,077.40~~ $1300.30
- Family City contribution: ~~$1,327.80~~ $1603.80

Total monthly city contributions listed above include the H.R.A./V.E.B.A. or H.S.A. shown below, as follows:

- Single plans with a $4000 deductible receive $194.00 per month toward the H.R.A./V.E.B.A. or H.S.A.
- Other single plans receive $130.00 per month toward the H.R.A./V.E.B.A. or H.S.A.
- All employee + children and employee + spouse plans will receive $160.00 per month toward the H.R.A./V.E.B.A. or H.S.A.
- All family plans will receive $192.00 per month toward the H.R.A./V.E.B.A. or H.S.A.

Or

Provide cash in lieu of City's insurance contribution of $370 per month in ~~2019~~. Employees receiving the waiving benefit prior to 2013 will continue to be grandfathered in to the waiving benefit. Other employees to the program are subject to the following terms: Employee must show proof of other coverage and agrees to the terms of the waiving benefit as described within the City's policy, signing the acknowledgement form

DRAFT

DRAFT

~~2) City total monthly contributions for 2020 health insurance, as follows:~~

~~A. 2020 Premium Contributions Based on Existing Insurance Premiums~~

~~The employer will make the following contributions toward group health insurance coverage for employees enrolled in the City's health plan during 2020. In addition, the City will purchase $20,000 of basic life insurance for full-time regular employees.~~

~~The City's monthly contribution to health insurance in 2020, including the contribution to the health insurance premium and the H.R.A./V.E.B.A. or H.S.A. (total city contribution per month) are listed below.~~

~~Total Monthly City Contributions~~

- ~~Employee only (single) City contribution from: $861.49 to $938.08~~
- ~~Employee and Children City contributions: $1,129.70~~
- ~~Employee and Spouse City contribution: $1,178.31~~
- ~~Family City contribution: $1,452.74~~

~~Total monthly city contributions listed above include the H.R.A./V.E.B.A. or H.S.A. shown below, as follows:~~

- ~~Single plans with a $4000 deductible receive $194.00 per month toward the H.R.A./V.E.B.A. or H.S.A.~~
- ~~Other single plans receive $130.00 per month toward the H.R.A./V.E.B.A. or H.S.A.~~
- ~~All employee + children and employee + spouse plans will receive $160.00 per month toward the H.R.A./V.E.B.A. or H.S.A.~~
- ~~All family plans will receive $192.00 per month toward the H.R.A./V.E.B.A. or H.S.A.~~

~~Or~~

~~Provide cash in lieu of City's insurance contribution of $370 per month in 2020. Employees receiving the waiving benefit prior to 2013 will continue to be grandfathered in to the waiving benefit. Other employees to the program are subject to the following terms: Employee must show proof of other coverage and agrees to the terms of the waiving benefit as described within the City's policy, signing the acknowledgement form~~

~~B. 2020 Premium Contributions If There is a Change in Total Premium Cost Due to Change in Insurance Band or Affordable Care Act Premium Taxes~~

~~The parties understand and agree that the Total Monthly City Contributions described in Paragraph A, above, are based on the currently anticipated total cost of the premiums for the City's $2,500 Perform Network insurance program ("Perform Network"). In the event that there are changes to the Perform Network premiums for 2020 due to either: (1) a reduction in premiums; or (2) an increase in premiums due to the imposition of premium taxes under the Affordable Care Act, the Total Monthly City Contribution will be adjusted as follows:~~

DRAFT

1. Reduction in Premium Due to Change in Insurance Band

If the total premium cost of the Perform Network decreases in 2020 due to the City being rated in a different insurance band or classification, the Total Monthly City Contribution described in Paragraph A, above, will be adjusted as follows:

- Employee only (single): The City will contribute the total cost of the Perform Network premium, not to exceed the amount described in Paragraph A.

- Employee and Children: The City's contribution will be reduced to 60% of the cost of the Perform Network premium.

- Employee and Spouse: The City's contribution will be reduced to 60% of the cost of the Perform Network premium.

- Family: The City's contribution will be reduced to 60% of the cost of the Perform Network premium.

2. Increase in Premium Due to Imposition of Taxes Under the Affordable Care Act

If the total premium cost of the Perform Network increases in 2020 due to the imposition of taxes under the Affordable Care Act, the Total Monthly City Contribution described in Paragraph A, above, will be adjusted as follows:

- Employee only (single): The City will contribute the amount described in Paragraph A, plus the total increase in the premium cost for single coverage under the Perform Network due to the imposition of taxes under the Affordable Care Act.

- Employee and Children: The City will contribute the amount described in Paragraph A, plus 60% of the increase in the premium cost for Employee and Children coverage under the Perform Network due to the imposition of taxes under the Affordable Care Act.

- Employee and Spouse: The City will contribute the amount described in Paragraph A, plus 60% of the increase in the premium cost for Employee and Spouse coverage under the Perform Network due to the imposition of taxes under the Affordable Care Act.

- Family: The City will contribute the amount described in Paragraph A, plus 60% of the increase in the premium cost for Family coverage under the Perform Network due to the imposition of taxes under the Affordable Care Act.

DRAFT

3. Application of Paragraphs 1 and 2. In 2020, if the total premium cost for the Perform Network is decreased due to the City being classified in a more favorable band or classification, and the total premium cost is impacted by the imposition of taxes under the Affordable Care Act, the Total Monthly City Contribution, as described in Paragraph A, will be adjusted as follows:

- Employee only (single): The City will contribute the total cost of the Perform Network premium, including the amount of any increase in that premium due to the imposition of taxes under the Affordable Care Act. Employees electing an Employee only (single) plan priced less than the Perform Network plan will receive a City contribution to the premium equal to the elected plan premium.

- Employee and Children: The City's contribution will be reduced to 60% of the cost of the Perform Network premium, including the amount of any increase in that premium due to the imposition of taxes under the Affordable Care Act.

- Employee and Spouse: The City's contribution will be reduced to 60% of the cost of the Perform Network premium, including the amount of any increase in that premium due to the imposition of taxes under the Affordable Care Act.

- Family: The City's contribution will be reduced to 60% of the cost of the Perform Network premium, including the amount of any increase in that premium due to the imposition of taxes under the Affordable Care Act.

FOR THE CITY OF RAMSEY:

BY:

_____ _____

Mayor Date

ATTEST:

_____ _____

City Administrator Date

FOR AFSCME

BY:_____ _____

Negotiating Team Member Date

DRAFT

BY:

Negotiating Team Member	Date

BY:

Negotiating Team Member	Date

BY:

Field Representative	Date

DRAFT

MEMORANDUM OF UNDERSTANDING

BETWEEN THE CITY OF RAMSEY AND AMERICAN FEDERATION OF STATE, COUNTY, AND MUNICIPAL EMPLOYEES (AFSCME)

ARTICLE 21 M.O.U. UNIFORMS

This Memorandum of Understanding is made between the City of Ramsey and AFSCME; and

WHEREAS, the City and the Union are parties to a ~~2019-2020~~ 2021 collective bargaining agreement; and

WHEREAS; Section 21.3 and Section 21.5 of the labor agreement, shall be null and void while this MOU is in effect; and

WHEREAS, certain EMPLOYEES wear clothing that is considered taxable under state and federal law, if provided by the City; and

WHEREAS, the annual uniform stipend will be paid to these EMPLOYEES in one payment through their regular biweekly payroll disbursement on the second payroll in March. This stipend will be included in the EMPLOYEES' taxable earnings and applicable taxes will be withheld according to Internal Revenue Service; and

WHEREAS; in the event any such items are lost or damaged through the negligence of the EMPLOYEE possessing said property, (reasonable wear and depreciation expected), such EMPLOYEE shall be financially responsible for the replacement of said negligently lost or destroyed item; and

WHEREAS, members utilizing the City's uniform service are ineligible for the stipend; and

WHEREAS, the following information is an excerpt from the City's Personnel Policy and all EMPLOYEES are expected to adhere to the following:

> The dress and appearance of City employees has a direct reflection on the professionalism of our services. A neat, well-groomed employee will present a positive image of the City and demonstrate the pride of our City employees. Our appearance and attire have a definite impact on the way we are perceived by others and the confidence that customers have in our ability to provide quality services.

Therefore, the parties met, negotiated and agreed upon the following:

> For ~~2019 and 2020~~ 2021, the City will provide a monetary uniform stipend to the EMPLOYEES in the following positions at the amounts listed:

DRAFT

a. Building Maintenance Workers * $393.75
b. Engineering Technicians* $393.75
c. Parks, Streets and Utilities Maintenance Workers* $393.75
    i. The above listed stipends include any costs associated with embroidery; any costs greater than the above listed stipend shall be the EMPLOYEES responsibility.

*Denotes job classifications that receive vouchers for the purchase of OSHA approved safety boots.

Lastly, all Parks, Streets, and Utilities maintenance workers shall adhere to the following protocol:

1) Approved Uniforms
Approved work pants shall be either jeans or uniform style work pants; approved shorts are permitted during the summer and shall be of a solid color -- no patterned material allowed. Approved shirts shall be uniform shirts or polo shirts purchased from an approved City vendor; solid color work short-sleeve shirts and solid color work long-sleeve shirts; and solid color crew-neck work sweatshirts.

2) Unapproved Clothing
Unapproved clothing includes, but may not be limited to clothing with advertisements or logos larger than 2" (other than City logos); sleeveless shirts, athletic wear such as sweatpants, sweat-suits, workout clothes, and tennis shoes are not allowed. If EMPLOYEES are uncertain as to whether or not a clothing item will be allowed they should consult with their supervisor.

3) Condition of Clothing
Clothing must always be neat, clean, and not overly worn, faded, or in disrepair. EMPLOYEES must maintain this standard or, at the discretion of the Department Head, will be ineligible to receive future stipends and transferred to the City's uniform service.

This Memorandum of Understanding sunsets on December 31, ~~2018~~ 2021.

FOR THE CITY OF RAMSEY:

BY:

_____ _____
Mayor Date

ATTEST:

_____ _____
City Administrator Date

FOR AFSCME

DRAFT

BY:_____ _____

Negotiating Team Member Date

BY:

_____ _____

Negotiating Team Member Date

BY:

_____ _____

Negotiating Team Member Date

BY:

_____ _____

Field Representative Date

DRAFT

MEMORANDUM OF UNDERSTANDING

BETWEEN THE CITY OF RAMSEY AND AMERICAN FEDERATION OF STATE, COUNTY, AND MUNICIPAL EMPLOYEES (AFSCME)

January 1, ~~2019~~ 2021 to December 31, ~~2020~~ 2021 as described below:

M.O.U. PUBLIC WORKS MAINTENANCE WORKER CAREER LADDER PROGRAM

The purpose of this Memorandum of Understanding (MOU) is to memorialize the agreement between the City of Ramsey (the EMPLOYER) and the American Federation of State, County, and Municipal Employees (AFSCME) concerning Public Works Maintenance Workers' participation in the City's Career Ladder Program.

The Program:
The Career Ladder Program includes specific criteria for eligibility and advancement as established and maintained in policy by the City.

Educational Expenses:
Training and tuition expenses incurred as a result of the Career Ladder Program will be paid and/or reimbursed as defined in the City Personnel Policy.

Wages:
Upon completion of each of the following career ladder levels employees will be compensated as follows:

Level 2 to be paid at 1% over the step 6 base wage
Level 3 to be paid at 1.5% over the step 6 base wage
Level 4 to be paid at 3% over step 6 base wage

FOR THE CITY OF RAMSEY:
BY:

_____ _____
Mayor **Date**

ATTEST:

_____ _____
City Administrator **Date**

FOR AFSCME

BY: _____ _____
Negotiating Team Member **Date**

BY:

_____ _____
Negotiating Team Member **Date**

DRAFT

BY:

Negotiating Team Member	**Date**

BY:

Field Representative	**Date**

DRAFT

MEMORANDUM OF UNDERSTANDING

BETWEEN THE CITY OF RAMSEY AND AMERICAN FEDERATION OF STATE, COUNTY, AND MUNICIPAL EMPLOYEES (AFSCME)

January 1, ~~2019~~ 2021 to December 31, ~~2020~~ 2021 as described below:

M.O.U. TEMPORARY EMPLOYEES

The purpose of this Memorandum of Understanding (MOU) is to memorialize the agreement between the City of Ramsey (the EMPLOYER) and the American Federation of State, County, and Municipal Employees (AFSCME) concerning temporary employees as defined in Article 2 of the Collective Bargaining Agreement; TEMPORARY FULL-TIME AND/OR TEMPORARY PART-TIME UNION MEMBERS.

The EMPLOYER may hire up to six (6) temporary maintenance workers including two (2) EMPLOYEES in the Parks Division, two (2) EMPLOYEES in the Streets Division, and two (2) EMPLOYEES in the Utilities Division. The terms and conditions of employment for TEMPORARY FULL-TIME AND/OR TEMPORARY PART-TIME UNION MEMBERS include, but are not limited to the following:

1. shall be scheduled to work up to a maximum of 210 days in a calendar year and will be a union member beginning the first day of their employment; and
2. shall not be eligible for vacation time, sick leave, holiday pay, health insurance, life insurance or any other fringe benefit unless otherwise dictated by the Affordable Care Act; and
3. shall be paid at a rate of 80% of step one of the maintenance worker wage scale and will not be eligible for step changes; and
4. shall not be entitled to protections under Article 16 - Layoffs, including rights to recall; and
5. shall not be entitled to the protections Under Article 19 – Discipline; and
6. may be terminated at the sole discretion of the EMPLOYER during the entire period of temporary employment, regardless of whether the length of temporary employment exceeds the six month probationary period provided for in Article 17.1; and
7. shall, in the event of being hired as a regular employee, have no time credited toward probation.

FOR THE CITY OF RAMSEY:

BY:

_____ _____

Mayor **Date**

ATTEST:

_____ _____

City Administrator **Date**

FOR AFSCME

BY: _____ _____
Negotiating Team Member **Date**

BY:
_____ _____
Negotiating Team Member **Date**

BY:
_____ _____
Negotiating Team Member **Date**

BY:
_____ _____
Field Representative **Date**

DRAFT

MEMORANDUM OF UNDERSTANDING

BETWEEN THE CITY OF RAMSEY AND AMERICAN FEDERATION OF STATE,

COUNTY AND MUNICIPAL EMPLOYEES (AFSCME)

M.O.U. MEET AND CONFER

January 1, 2021 to December 31, 2021 as described below:

The purpose of this Memorandum of Understanding (MOU) it to memorialize the agreement between the City of Ramsey (the EMPLYER) and the American Federation of State, County, and Municipal Employees (AFSCME) to meet and confer during the course of the agreement to discuss(and potential revise) Article 14 – Seniority.

FOR THE CITY OF RAMSEY:

BY:

_____

Mayor Date

ATTEST:

_____

City Administrator Date

FOR AFSCME

BY: _____

Negotiating Team Member Date

BY:

_____

Negotiating Team Member Date

BY:

_____

Negotiating Team Member Date

BY:

_____

Field Representative Date

DRAFT

AGREEMENT BETWEEN

CITY OF RAMSEY

AND

LAW ENFORCEMENT LABOR SERVICES, INC.
(LOCAL # 408)

LICENSED CAPTAINS

January 1, ~~2019~~ 2021– December 31, ~~2020~~ 2021

Prepared by Colleen Lasher, Administrative Services Director

DRAFT

TABLE OF CONTENTS

ARTICLE 1:	PURPOSE OF AGREEMENT	3
ARTICLE 2:	RECOGNITION	3
ARTICLE 3:	DEFINITIONS	3
ARTICLE 4:	EMPLOYER AUTHORITY	4
ARTICLE 5:	UNION SECURITY	4
ARTICLE 6:	EMPLOYEE RIGHTS – GRIEVANCE PROCEDURE	4
ARTICLE 7:	SENIORITY	7
ARTICLE 8:	DISCIPLINE	7
ARTICLE 9:	WORK SCHEDULES	8
ARTICLE 10:	VACATION	9
ARTICLE 11:	SICK LEAVE	9
ARTICLE 12:	INJURY ON DUTY (IOD)	11
ARTICLE 13:	HOLIDAYS	11
ARTICLE 14	FITNESS-ON-DUTY	12
ARTICLE 15:	INSURANCE	12
ARTICLE 16:	CLOTHING, UNIFORMS AND VEHICLE	12
ARTICLE 17:	SAVINGS CLAUSE	12
ARTICLE 18:	SALARIES	13
ARTICLE 19:	WAIVER	14
ARTICLE 20:	DURATION	16
M.O.U.	INSURANCE	17
M.O.U.	CRITICAL INCIDENT COUNSELING SERVICES	22

ARTICLE 1: PURPOSE OF AGREEMENT

THIS AGREEMENT is entered into between the CITY OF RAMSEY, hereinafter called the EMPLOYER, and LAW ENFORCEMENT LABOR SERVICES, INC., hereinafter called LELS.

It is the intent and purpose of this Agreement to:

1.1 Assure sound and mutually beneficial working and economic relationships between the parties hereto;

1.2 Establish procedures for the resolution of disputes concerning this Agreement's interpretation and/or application; and

1.3 Place in written form the parties' agreement upon terms and conditions of employment for the duration of this Agreement.

The EMPLOYER and LELS, through this Agreement, shall continue their dedication to the highest quality of police service and protection to the residents of the City of Ramsey. Both parties recognize this Agreement as a pledge of this dedication.

ARTICLE 2: RECOGNITION

2.1 The EMPLOYER recognizes LELS as the exclusive representative for "All essential licensed Captains employed by the City of Ramsey Police Department, Ramsey, Minnesota, who are public employees within the meaning of Minn. Stat. 179A.03, subd. 14, excluding confidential and all other EMPLOYEES as determined by the Bureau of Mediation's Certification of Representation dated March 8, 2017.

2.2 In the event the EMPLOYER and LELS are unable to agree as to the inclusion or exclusion of a new or modified job class, the issue shall be submitted to the Bureau of Mediation Services for determination.

ARTICLE 3: DEFINITIONS

3.1 LELS. Law Enforcement Labor Services, Inc.

3.2 LELS Member. A member of Law Enforcement Labor Services, Inc

3.3 Employee. A member of the exclusively recognized bargaining unit.

3.4 Department. The Ramsey Police Department.

3.5 Employer. The City of Ramsey.

3.6 Chief. The Chief of the Ramsey Police Department.

3.7 LELS Officer. Officer elected or appointed by Law Enforcement Labor Services, Inc.

3.8 Strike. Concerted Action in failing to report for duty, the willful absence from one's position, the stoppage of work, slowdown or abstinence in whole or in part from the full, faithful and proper performance of the duties of employment for the purpose of inducing, influencing or coercing a change in the conditions of compensation or the rights, privileges or obligations of employment.

ARTICLE 4: EMPLOYER AUTHORITY

4.1 EMPLOYER retains the full and unrestricted right to operate and manage all staff, facilities and equipment; to establish functions and programs; to set and amend budgets; to determine the utilization of technology; to establish and modify the organizational structure; to select, direct and determine the number of personnel; to establish work schedules and to perform any inherent managerial function not specifically limited by this Agreement.

4.2 Any term condition of employment not specifically established or modified by this Agreement shall remain solely within the discretion of the EMPLOYER to modify, establish or eliminate.

ARTICLE 5: UNION SECURITY

5.1 The EMPLOYER shall deduct from the wages of EMPLOYEES who authorize such a deduction in writing an amount necessary to cover monthly LELS dues. Such monies shall be remitted as directed by LELS, in writing to the EMPLOYER, the current amount of regular dues to be withheld.

5.2 LELS may designate no more than two EMPLOYEES from the bargaining unit to act as a representative and an alternate and shall inform the EMPLOYER in writing of such choice and changes in the position of representative and/or alternate.

5.3 The EMPLOYER shall make space available on the EMPLOYEE bulletin board for posting LELS notice(s) and announcement(s).

5.4 LELS agrees to indemnify and hold the EMPLOYER harmless against any and all claims, suits orders or judgments brought or issued against the EMPLOYER as a result of any action taken or not taken by the EMPLOYER under the provision of this ARTICLE.

ARTICLE 6: EMPLOYEE RIGHTS – GRIEVANCE PROCEDURE

6.1 Definition of a Grievance. A grievance is defined as a dispute or disagreement as to the interpretation or application of the specific terms and conditions of this Agreement.

6.2 LELS Representatives. The EMPLOYER will recognize Representatives designated by LELS as the grievance representatives of the bargaining unit having the duties and responsibilities established by this ARTICLE. LELS shall notify the EMPLOYER in writing of the names of such LELS Representatives and of their successors when so designated as provided by Article 5.2 of this Agreement.

6.3 Processing of a Grievance. It is recognized and accepted by LELS and the Employer that the processing of grievances as hereinafter provided is limited by the job duties and responsibilities of the Employees and shall, therefore, be accomplished during normal working hours only when consistent with such Employee duties and responsibilities. The aggrieved Employee and a LELS Representative shall be allowed a reasonable amount of time without loss of pay when a grievance is investigated and presented to the Employer during normal working hours, provided that the Employee and the LELS representative have notified and received the approval of the designated supervisor who has determined that such absence is reasonable and would not be detrimental to the work programs of the Employer.

6.4 Procedure. Grievances, as defined by Article 6.1, shall be resolved in conformance with the following procedure:

Step 1. An EMPLOYEE claiming a violation concerning the interpretation or application of the Agreement shall, within twenty-one (21) calendar days after such alleged violation has occurred, present such grievance to the EMPLOYEE'S direct supervisor as designated by the EMPLOYER. The EMPLOYER designated representative will discuss and give an answer to such Step 1 grievance within ten (10) calendar days after receipt. A grievance not resolved in Step 1 and appealed to Step 2 shall be placed in writing setting forth the nature of the grievance, the facts on which it is based, the provision or provisions of the Agreement allegedly violated, the remedy requested and shall be appealed to Step 2 within ten (10) calendar days after the EMPLOYER designated representative's final answer in Step 1. Any grievance not appealed in writing to Step 2 by LELS within ten (10) calendar days shall be considered waived.

Step 2. If appealed, the written grievance shall be presented by LELS and discussed with the Chief of Police or his/her designee, who is the designated Step 2 representative. The Chief of Police shall give LELS the EMPLOYER'S Step 2 answer in writing within ten (10) calendar days after receipt of such Step 2 grievance. A grievance not resolved in Step 2 may be appealed to Step 3 within ten (10) calendar days following the Chief of Police's final Step 2 answer. Any grievance not appealed in writing to Step 3 by LELS within ten (10) calendar days shall be considered waived.

Step 3. If appealed, the written grievance shall be presented by LELS and discussed with the Ramsey City Administrator or his/her designee who is the EMPLOYER'S designated Step 3 representative. The City Administrator shall give LELS the EMPLOYER'S answer in writing within ten (10) calendar days after receipt of such Step 3 grievance. A grievance not resolved in Step 3 may be appealed to Step

4 within ten (10) calendar days following the City Administrator's final answer in Step 3. Any grievance not appealed in writing to Step 4 by LELS within ten (10) calendar days shall be considered waived

Step 3A. A grievance unresolved in Step 2 and appealed to Step 3 by LELS may be submitted to mediation with the Minnesota Bureau of Mediation Services, subject to Public Employment Labor Relations Act (PELRA).

Step 4. A grievance unresolved in Step 3 or 3A and appealed to Step 4 by LELS shall be submitted to arbitration subject to the provisions of the PELRA as amended. The selection of an arbitrator shall be made in accordance with the "Rules Governing the Arbitration of Grievances" as established by the Minnesota Bureau of Mediation Services.

6.5 Arbitrator's Authority

A. The arbitrator shall have no right to amend, modify, nullify, ignore, add to or subtract from the provisions of this Agreement. The arbitrator shall consider and decide only the specific issue(s) submitted in writing by the EMPLOYER and LELS, and shall have no authority to make a decision on any other issue not so submitted.

B. The arbitrator shall be without power to make decisions contrary to or inconsistent with or modifying or varying in any way the application of laws, rules or regulations having the force and effect of law. The arbitrator's decision shall be submitted in writing within thirty (30) days following the close of the hearing or the submission of briefs by the parties, whichever be later, unless the parties agree to an extension. The decision shall be binding on both the EMPLOYER and LELS and shall be based solely on the arbitrator's interpretation or application of the express terms of this Agreement and to the facts of the grievance presented.

C. The fees and expenses for the arbitrator's services and proceedings shall be borne equally by the EMPLOYER and LELS provided that each party shall be responsible for compensating its own representatives, attorneys, and witnesses. If either party desires a verbatim record of the proceedings, it may cause such a record to be made providing it pays for the record. If both parties desire a verbatim record of the proceedings, the cost shall be shared equally.

6.6 Waiver. If a grievance is not presented within the time limits set forth above, it shall be considered waived. If a grievance is not appealed to the next step within the specified time limit or any agree extension thereof, it shall be considered settled on the basis of the EMPLOYER'S last answer. If the EMPLOYER does not answer a grievance or an appeal thereof within the specified time limits, LELS may elect to treat the grievance as denied at that step and immediately appeal the grievance to the next step. The time limit

in each step may be extended by mutual written agreement of the EMPLOYER and LELS in each step.

6.7 Choice of Remedy. If, as a result of the written EMPLOYER response in Step 3, the grievance remains unresolved and if the grievance involves the suspension, demotion or discharge of any EMPLOYEE who has completed the required probationary period, the grievance may be appealed either by step 4 of ARTICLE 6 or a procedure such as: Veteran's Preference or Fair Employment. If appealed to any procedure other than Step 4 of ARTICLE 6, the grievance is not subject to the arbitration procedure as provided in Step 4 of ARTICLE 6. The aggrieved EMPLOYEE shall indicate in writing which procedure is to be utilized – Step 4 of ARTICLE 6 or another appeal procedure – and shall sign a statement to the effect that the choice of any other hearing precludes the aggrieved EMPLOYEE from making a subsequent appeal through step 4 of ARTICLE 6.

ARTICLE 7: SENIORITY

7.1 Seniority shall be determined by the EMPLOYEE'S time in grade and may be posted in an appropriate location. Seniority rosters shall be maintained by the Chief on the basis of time in grade and time within specific classifications.

7.2 All newly hired EMPLOYEES shall serve a one-year probationary period. All promoted or reassigned EMPLOYEES shall serve a six-month probationary period. During the one-year probationary period, a newly hired or rehired EMPLOYEE may be discharged at the sole discretion of the EMPLOYER. During the six-month probationary period, a promoted or reassigned EMPLOYEE may be replaced in the EMPLOYEE'S previous position at the sole discretion of the EMPLOYER.

7.3 A reduction of work force will be accomplished on the basis of seniority. EMPLOYEES shall be recalled from layoff on the basis of seniority. An EMPLOYEE on layoff shall have an opportunity to return to work within two (2) years of the time of the EMPLOYEE'S layoff before any new EMPLOYEE is hired.

ARTICLE 8: DISCIPLINE

8.1 The EMPLOYER will discipline EMPLOYEES for just cause only. Discipline will be in one or more of the following forms.

a) Oral reprimand;
b) Written reprimand;
c) Suspension;
d) Demotion; or
e) Discharge

8.2 Disciplinary actions need not be taken in the order indicated in this Article. Suspensions, demotions and discharges will be in written form.

8.3 Written reprimands, notices of suspension, notices of demotion, and notices of discharge which are to become part of an EMPLOYEE's personnel file shall be read and acknowledged by signature of the EMPLOYEE. EMPLOYEES and LELS shall receive a copy of such reprimands and/or notices.

8.4 EMPLOYEES may examine their own individual personnel files at reasonable times under the direct supervision of the EMPLOYER.

8.5 A five (5) day (regularly scheduled consecutive work days) suspension, without pay, will precede any discharge order, except for those employees who are defined as Veterans pursuant to Minnesota Statutes Annotated 197.46.

8.6 An EMPLOYEE will not be questioned concerning an investigation of disciplinary action against that EMPLOYEE unless said EMPLOYEE has been given an opportunity to have an LELS representative present at such questioning.

8.7 Grievances relating to this ARTICLE shall be initiated by LELS in Step 3 of the grievance procedure under ARTICLE 6.

ARTICLE 9: WORK SCHEDULES

9.1 The normal work year for full-time EMPLOYEES shall consist of the number of Monday through Friday days in each calendar year multiplied by eight (8) hours. These hours are to be accounted for by each EMPLOYEE through:

a) Scheduled hours of work;
b) Scheduled department meetings;
c) Holidays;
d) Authorized training;
e) Authorized leave time

9.2 Nothing contained in this or any other ARTICLE shall be interpreted to be a guarantee of a minimum or maximum number of hours the EMPLOYER may assign EMPLOYEES.

ARTICLE 10: VACATION

Full-Time, Captains Vacation Accrual Schedule		
Effective Date	Bi-weekly Accrual Rate	Vacation Days/Year
Start date	4.62 hours/pay period	15 days
6th Anniversary	5.54 hours/pay period	18 days
8th Anniversary	5.85 hours/pay period	19 days
10th Anniversary	6.15 hours/pay period	20 days
12th Anniversary	6.46 hours/pay period	21 days
16th Anniversary	6.77 hours/pay period	22 days
17th Anniversary	7.08 hours/pay period	23 days
18th Anniversary	7.38 hours/pay period	24 days
19th Anniversary	7.69 hours/pay period	25 days

For the purpose of accumulating additional vacation, an EMPLOYEE using paid holidays, earned vacation leave or sick leave is considered to be working.

10.1 An EMPLOYEE'S accrued or "banked" vacation leave must be equal to or less than two times the yearly accrual by December 31st of each year; any accruals exceeding this amount will be forfeited.

10.2 Vacation leave may be used as earned subject to approval by the department head at the time at which it may be taken.

10.3 Any EMPLOYEE leaving the EMPLOYER's service in good standing after giving at least fourteen (14) calendar days' notice of such termination of employment shall be compensated for vacation leave accrued and unused to the date of separation. Upon separation pursuant to this Section, 100% of this compensation shall be deposited into the EMPLOYEE'S post-employment healthcare savings plan.

ARTICLE 11: SICK LEAVE

11.1 Every probationary and regular EMPLOYEE is entitled to sick leave with pay at the rate of eight hours for each calendar month of full-time service. Sick leave may be accumulated to a maximum of 960 hours and may be granted in units of not less than 2 hours. Unused sick leave in excess of 960 hours at the end of a calendar year (January 1st) shall be deposited into the health care savings plan (HCSP) at the EMPLOYEE'S

current hourly rate at a two to one ratio (50%) of sick leave in excess of 960 hours, subject to Article 14.1.

11.2 Sick leave may be granted by the EMPLOYEE'S Department Head when the EMPLOYEE is unable to perform work duties due to illness, disability, the necessity for medical, dental or chiropractic care, childbirth or exposure to contagious disease where such exposure may endanger the health of others with whom the EMPLOYEE could come in contact in the course of performing work duties. Sick leave may also be authorized when the EMPLOYEE'S presence is necessary, for actual illness, injury, legal quarantine or medical treatment in the EMPLOYEE'S immediate family. Immediate family, for the purposes of this Article, shall be defined as spouse, parent, step parent, children, step children, brother, sister, grandparents, grandchildren or a like member of the EMPLOYEE'S spouse's family; and for any person or persons for whom sick time can be used to provide care under applicable state and federal statutes. The EMPLOYEE shall, when taking sick leave, make sure that the department duty schedule is adjusted as to maintain the department's minimal coverage requirements during the time the EMPLOYEE is on sick leave.

11.3 EMPLOYEES are allowed funeral leave up to 24 hours twice annually per occurrence (a maximum of 48 hours annually) for a death in the immediate family. For purposes of this Section, the term immediate family is defined as an EMPLOYEE's spouse, parent, step-parent, child, step-child, brother, sister, grandparent, grandchild, or a like member of the EMPLOYEE'S spouse's family as defined under Article 15.2. That time is not chargeable against any accrued vacation or sick leave. Funeral leave must be taken within five (5) calendar days from start to finish per occurrence. Additional funeral leave may be taken (with prior approval from a supervisor) and is deductible from sick leave (up to three (3) consecutive days), vacation or compensatory time as the EMPLOYEE may choose and have available.

11.4 To be eligible for sick leave with pay, an EMPLOYEE shall:

1) report as soon as possible to the EMPLOYEE'S immediate supervisor the reason for the absence;
2) keep the EMPLOYEE'S immediate supervisor informed of such EMPLOYEE'S condition;
3) for any absence that exceeds three (3) consecutive days, upon the EMPLOYEE'S return to work, submit a medical certificate from a physician 1) when the nature of the illness warranted being seen by a health care professional or 2) at a minimum, the EMPLOYEE must submit his or her own written documentation with a brief explanation of the nature of the absences;
4) if requested by the City Administrator or the Chief of Police, submit a medical certificate from a physician for absence.

11.5 Using or claiming sick leave for a purpose not authorized by Article 15.2 shall be cause for disciplinary action.

11.6 For the purpose of accumulating additional sick leave, an EMPLOYEE using paid holidays, earned vacation leave or sick leave is considered to be working.

11.7 Upon voluntary separation, 100% of any eligible unused sick leave is to be deposited into EMPLOYEE'S post-employment healthcare savings plan. Upon termination of employment with the EMPLOYER, eligible sick leave is based upon thirty-three percent (33%) of said EMPLOYEE'S unused accumulated sick leave after five (5) years of continuous employment. Severance pay shall not be available in any sum to an EMPLOYEE if that EMPLOYEE is discharged for just cause; severance pay shall not be paid if an EMPLOYEE voluntarily terminates his or her employment prior to five (5) years of continuous employment service; or the EMPLOYEE voluntarily terminates his or her employment without giving the EMPLOYER fourteen (14) days written notice. After fifteen (15) years of continuous employment service, the EMPLOYEE will receive thirty-five percent (35%) of said EMPLOYEE'S unused, accumulated sick leave. After twenty (20) years of continuous employment service, the EMPLOYEE will receive thirty-seven percent (37%) of unused, accumulated sick leave. After twenty-five (25) years of continuous employment service the EMPLOYEE will receive forty percent (40%) of said EMPLOYEE'S unused, accumulated sick leave.

ARTICLE 12: INJURY ON DUTY (IOD)

12.1 EMPLOYEES injured during the performance of their duties for the EMPLOYER and thereby rendered unable to work for the EMPLOYER will be paid the difference between the EMPLOYEE'S regular pay and Worker's Compensation insurance payments for a period not to exceed ninety (90) working days per injury, not charged to the EMPLOYEE'S vacation, sick leave or other accumulated paid benefits, after a three (3) working day initial waiting period per injury. The three (3) working day waiting period shall be charged to the EMPLOYEE'S sick leave account less Worker's Compensation insurance payments. In the event that the three (3) day working waiting period is waived by the Worker's Compensation carrier, IOD pay will begin immediately. EMPLOYEES drawing Worker's Compensation benefits will not receive supplementary IOD pay or sick leave pay, which provides for more after-tax pay than the EMPLOYEE made while working.

ARTICLE 13: HOLIDAYS

13.1 The following twelve (12) days are recognized as holidays:

New Year's Day
Martin Luther King's Day
President's Day
Memorial Day
Independence Day (4th of July)
Labor Day
Veteran's Day
Thanksgiving Day

Day after Thanksgiving
Christmas Eve Day
Christmas Day
Eight Hour Floating Holiday (to be used Jan 1 to Dec. 31)

EMPLOYEES are entitled to time-off with full pay on holidays. When New Year's Day, Independence Day, Veteran's Day, Christmas Eve or Christmas Day falls on Sunday, the following Monday is considered the paid holiday and if any such day falls on Saturday, the preceding Friday is considered the paid holiday.

ARTICLE 14 FITNESS-ON-DUTY

14.1 The purpose of this Article is to give each Officer the option to exercise while on duty. This is a voluntary Fitness-on-Duty program which provides an opportunity for s engaged in stressful and somewhat sedentary jobs an opportunity to: 1) Improve job performance, 2) Reduce health risks, 3) Reduce job-related injuries, 4) Reduce absenteeism, and 5) Improve overall fitness.

14.2 This program is subject to the following terms and conditions: The EMPLOYEE will be given the option to work out 1 hour per shift. The average should not exceed 6 hours of workout time over 2 weeks.

14.3 All participants will adhere to the department Physical Fitness Program policy.

ARTICLE 15: INSURANCE

15.1 The EMPLOYER shall contribute to EMPLOYEE health and life insurance as stated in the attached Memorandum of Understanding.

15.2 The EMPLOYER, effective January 1, 2018, agrees to contribute the dollar value equivalent to the cost of the monthly EMPLOYEE only dental premium as established by the EMPLOYER. Credit in lieu of coverage will not be granted.

ARTICLE 16: CLOTHING, UNIFORMS AND VEHICLE

16.1 The EMPLOYER shall provide uniforms (including boots) and equipment and provide for the replacement of same as outlined by department policy.

16.2 The EMPLOYER shall provide take-home vehicles to the members of the bargaining unit. EMPLOYEES shall follow the EMPLOYER'S department policies regarding take-home vehicle use. Any changes to these policies will be negotiated.

ARTICLE 17: SAVINGS CLAUSE

17.1 This Agreement is subject to the laws of the United States, the State of Minnesota and the City of Ramsey. In the event any provision of this Agreement shall be held contrary to law by a court of competent jurisdiction from whose final judgment or decree no

appeal has been taken within the time provided, such provisions shall be voided. All other provisions of this Agreement shall continue in full force and effect. The voided provisions shall be renegotiated at the written request of either party.

ARTICLE 18: SALARIES

18.1 The EMPLOYEES' wages payable during the term of this Agreement shall be as follows:

~~2019 Wages~~

~~As a result of a Cost of Living Adjustment, wages will increase by 2.75% over the 2018 wage scale. The following salaries are calculated for January 1, 2019 through December 31, 2019, adding 2.75% to December 31, 2018 wages effective on January 1, 2019.~~

Police Captain	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
	Hourly	Hourly	Hourly	Hourly	Hourly	Hourly
2019 Wages	$42.434	$44.555	$46.677	$48.799	$50.921	$53.042

~~2020~~ 2021 Wages

As a result of a Cost of Living Adjustment, wages will increase by ~~3%~~ 2.75% over the ~~2019~~ 2020 wage scale. The following salaries are calculated for January 1, ~~2020~~ 2021 through December 31, ~~2020~~ 2021~~,~~ adding ~~3%~~ 2.75% to December 31, ~~2019~~ 2020 wages effective on January 1, ~~2020~~ 2021.

In addition to being paid pursuant to the following wage grid, each Employee shall be paid a one-time, off-schedule payment of $1,450 to be paid by January 31, 2021.

Police Captain	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
	Hourly	Hourly	Hourly	Hourly	Hourly	Hourly
2020 Wages	$43.707	$45.892	$48.077	$50.263	$52.448	$54.633

Police Captain	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
2021 Wages	Hourly	Hourly	Hourly	Hourly	Hourly	Hourly
	44.909	47.154	49.400	51.645	53.890	56.136

18.2 EMPLOYEES; working outside of their regularly assigned duties will be entitled to overtime pay at time and one-half (1 ½) their regular rate of pay. In addition to working outside of their regularly assigned duties, EMPLOYEES are also entitled to overtime pay for working events where an outside funding source pays for the EMPLOYEES'

wages. Examples include, but are not limited to, State funded safe and sober shifts.

18.3 EMPLOYEES will earn longevity pay as follows:

~~Effective January 1, 2019~~
~~Longevity Pay: After 5 Years in Bargaining Unit: 1% increase over Step 6~~
~~Longevity Pay: After 8 Years in Bargaining Unit: 2% increase over Step 6~~
~~Longevity Pay: After 12 Years in Bargaining Unit: 3% increase over Step 6~~

Effective January 1, ~~2020~~ 2021
Longevity Pay: After 5 Years in Bargaining Unit: ~~2%~~ 2% increase over Step 6
Longevity Pay: After 8 Years in Bargaining Unit: ~~3%~~ 4% increase over Step 6
Longevity Pay: After 12 Years in Bargaining Unit: ~~4%~~ 6 % increase over Step 6
Longevity Pay: After 16 Years in Bargaining Unit: 8% increase over Step 6

18.4 EMPLOYEE will contribute the following amounts of gross pay to the EMPLOYEE'S individual Post Employment Health Care Savings Account (HCSP):

2% of gross pay to HCSP until 5 years prior to normal retirement age (55), at which time ongoing contributions will be 4% of salary.

18.5 EMPLOYER will pay POST license fees for all licensed Captains. ~~up to $90.00 every three (3) years.~~

18.6 EMPLOYER will reimburse EMPLOYEE for annual Minnesota Police and Peace Officers Association and Legal Defense Fund in the amount of ~~$146.00~~ $204.00 per year.

ARTICLE 19: WAIVER

19.1 Any and all prior agreements, resolutions, practices, policies, rules and regulations regarding terms and conditions of employment to the extent inconsistent with the provisions of this Agreement are hereby superseded.

19.2 The parties mutually acknowledge that during the negotiations which resulted in this Agreement, each had the unlimited right and opportunity to make demands and proposals with respect to any term or condition of employment not removed by law from bargaining. All agreements and understandings arrived at by the parties are set forth in writing in this Agreement for the stipulated duration of this Agreement. The EMPLOYER and LELS each voluntarily and unqualifiedly waive the right to meet and negotiate regarding any and all terms and conditions of employment referred to or covered in this Agreement or with respect to any term or condition of employment not specifically referred to or covered by this Agreement even though such terms or

DRAFT

conditions may not have been within the knowledge or contemplation of either or both of the parties at the time this Agreement was negotiated or executed.

DRAFT

ARTICLE 20: DURATION

Except as herein provided, this Agreement shall be in effect commencing January 1, ~~2019~~ 2021 and shall remain in full force and effect through and including December 31, ~~2020~~ 2021, and thereafter until modified or amended by mutual agreement of the parties.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on this _____day of _____~~2018~~ 2020 ; per resolution _____

FOR THE CITY OF RAMSEY:

BY: _____ _____
Mayor Date

ATTEST: _____ _____
City Administrator Date

FOR LAW ENFORCEMENT LABOR SERVICES, INC.

BY: _____ _____
Brad Bluml, Steward Date

BY: _____ _____
Tim Frankfurth, Steward Date

BY: _____ _____
Jessica Mabin LELS, Business Agent Date

DRAFT

MEMORANDUM OF UNDERSTANDING
BETWEEN THE CITY OF RAMSEY AND LAW ENFORCEMENT LABOR SERVICES -CAPTAINS

M.O.U. **INSURANCE**

January 1, ~~2019~~ 2021 to December 31, ~~2020~~ 2021as described below:

1) City total monthly contributions for ~~2019~~ 2021 health insurance, as follows:

The employer will make the following contributions toward group health insurance coverage for employees enrolled in the City's health plan during ~~2019~~ 2021. In addition, the City will purchase $20,000 of basic life insurance for full-time regular employees.

The City's monthly contribution to health insurance in ~~2019~~ 2021, including the contribution to the health insurance premium and the H.R.A./V.E.B.A. or H.S.A. (total city contribution per month) are listed below.

Total Monthly City Contributions

- Employee only (single) City contribution from: ~~$789.00 to $858.00~~ $949.00 to $1034.50
- Employee and Children City contribution: ~~$1,033.60~~ $1246.00
- Employee and Spouse City contribution: ~~$1,077.40~~ $1300.30
- Family City contribution: ~~$1,327.80~~ $1603.80

Total monthly city contributions listed above include the H.R.A./V.E.B.A. or H.S.A. shown below, as follows:

- Single plans with a $4000 deductible receive $194.00 per month toward the H.R.A./V.E.B.A. or H.S.A.
- Other single plans receive $130.00 per month toward the H.R.A./V.E.B.A. or H.S.A.
- All employee + children and employee + spouse plans will receive $160.00 per month toward the H.R.A./V.E.B.A. or H.S.A.
- All family plans will receive $192.00 per month toward the H.R.A./V.E.B.A. or H.S.A.

Or

Provide cash in lieu of City's insurance contribution of $370 per month in ~~2019~~ 2021. Employees receiving the waiving benefit prior to 2013 will continue to be grandfathered in to the waiving benefit. Other employees to the program are subject to the following terms: Employee must show proof of other coverage and agrees to the terms of the waiving benefit as described within the City's policy, signing the acknowledgement form

DRAFT

2) City total monthly contributions for 2020 health insurance, as follows:

A. 2020 Premium Contributions Based on Existing Insurance Premiums

The employer will make the following contributions toward group health insurance coverage for employees enrolled in the City's health plan during 2020. In addition, the City will purchase $20,000 of basic life insurance for full-time regular employees.

The City's monthly contribution to health insurance in 2020, including the contribution to the health insurance premium and the H.R.A./V.E.B.A. or H.S.A. (total city contribution per month) are listed below.

Total Monthly City Contributions

- Employee only (single) City contribution from: $861.49 to $938.08
- Employee and Children City contributions: $1,129.70
- Employee and Spouse City contribution: $1,178.31
- Family City contribution: $1,452.74

Total monthly city contributions listed above include the H.R.A./V.E.B.A. or H.S.A. shown below, as follows:

- Single plans with a $4000 deductible receive $194.00 per month toward the H.R.A./V.E.B.A. or H.S.A.
- Other single plans receive $130.00 per month toward the H.R.A./V.E.B.A. or H.S.A.
- All employee + children and employee + spouse plans will receive $160.00 per month toward the H.R.A./V.E.B.A. or H.S.A.
- All family plans will receive $192.00 per month toward the H.R.A./V.E.B.A. or H.S.A.

Or

Provide cash in lieu of City's insurance contribution of $370 per month in 2020. Employees receiving the waiving benefit prior to 2013 will continue to be grandfathered in to the waiving benefit. Other employees to the program are subject to the following terms: Employee must show proof of other coverage and agrees to the terms of the waiving benefit as described within the City's policy, signing the acknowledgement form

B. 2020 Premium Contributions If There is a Change in Total Premium Cost Due to Change in Insurance Band or Affordable Care Act Premium Taxes

The parties understand and agree that the Total Monthly City Contributions described in Paragraph A, above, are based on the currently anticipated total cost of the premiums for the City's $2,500 Perform Network insurance program ("Perform Network"). In the event that there are changes to the Perform Network premiums for 2020 due to either: (1) a reduction in premiums; or (2) an increase in premiums due to

DRAFT

the imposition of premium taxes under the Affordable Care Act, the Total Monthly City Contribution will be adjusted as follows:

0. Reduction in Premium Due to Change in Insurance Band

If the total premium cost of the Perform Network decreases in 2020 due to the City being rated in a different insurance band or classification, the Total Monthly City Contribution described in Paragraph A, above, will be adjusted as follows:

- Employee only (single): The City will contribute the total cost of the Perform Network premium, not to exceed the amount described in Paragraph A.

- Employee and Children: The City's contribution will be reduced to 60% of the cost of the Perform Network premium.

- Employee and Spouse: The City's contribution will be reduced to 60% of the cost of the Perform Network premium.

- Family: The City's contribution will be reduced to 60% of the cost of the Perform Network premium.

0. Increase in Premium Due to Imposition of Taxes Under the Affordable Care Act

If the total premium cost of the Perform Network increases in 2020 due to the imposition of taxes under the Affordable Care Act, the Total Monthly City Contribution described in Paragraph A, above, will be adjusted as follows:

- Employee only (single): The City will contribute the amount described in Paragraph A, plus the total increase in the premium cost for single coverage under the Perform Network due to the imposition of taxes under the Affordable Care Act.

- Employee and Children: The City will contribute the amount described in Paragraph A, plus 60% of the increase in the premium cost for Employee and Children coverage under the Perform Network due to the imposition of taxes under the Affordable Care Act.

- Employee and Spouse: The City will contribute the amount described in Paragraph A, plus 60% of the increase in the premium cost for Employee and Spouse coverage under the Perform Network due to the imposition of taxes under the Affordable Care Act.

- Family: The City will contribute the amount described in Paragraph A, plus 60% of the increase in the premium cost for Family coverage under the Perform Network due to the imposition of taxes under the Affordable Care Act.

0. Application of Paragraphs 1 and 2. In 2020, if the total premium cost for the Perform

DRAFT

~~Network is decreased due to the City being classified in a more favorable band or classification, and the total premium cost is impacted by the imposition of taxes under the Affordable Care Act, the Total Monthly City Contribution, as described in Paragraph A, will be adjusted as follows:~~

- ~~Employee only (single): The City will contribute the total cost of the Perform Network premium, including the amount of any increase in that premium due to the imposition of taxes under the Affordable Care Act. Employees electing an Employee only (single) plan priced less than the Perform Network plan will receive a City contribution to the premium equal to the elected plan premium.~~

- ~~Employee and Children: The City's contribution will be reduced to 60% of the cost of the Perform Network premium, including the amount of any increase in that premium due to the imposition of taxes under the Affordable Care Act.~~

- ~~Employee and Spouse: The City's contribution will be reduced to 60% of the cost of the Perform Network premium, including the amount of any increase in that premium due to the imposition of taxes under the Affordable Care Act.~~

- ~~Family: The City's contribution will be reduced to 60% of the cost of the Perform Network premium, including the amount of any increase in that premium due to the imposition of taxes under the Affordable Care Act.~~

FOR THE CITY OF RAMSEY:

BY:

_____ _____

Mayor Date

ATTEST:

_____ _____

City Administrator Date

FOR LELS - CAPTAINS

BY:_____ _____

Brad Bluml, Steward Date

BY: _____ _____

Tim Frankfurth, Steward Date

BY:

DRAFT

Jessica Mabin LELS, Business Agent

Date

DRAFT

MEMORANDUM OF UNDERSTANDING
BETWEEN THE CITY OF RAMSEY AND LAW ENFORCEMENT LABOR SERVICES - CAPTAINS

M.O.U. CRITICAL INCIDENT COUNSELING SERVICES

January 1, ~~2019~~ 2021 to December 31, ~~2020~~ 2021 as described below:

This agreement is made between the City of Ramsey ("City") and Law Enforcement Labor Services Local 408 - Captains ("Union"). The City and the Union are hereinafter referred to collectively as the "parties," and individually as a "party."

WHEREAS, it is in the City's interest to provide counseling services to police officers involved in "critical incidents," as described herein; and

WHEREAS, the Union is amenable to allowing the City to provide such counseling.

THEREFORE, the parties met, negotiated, and agreed upon the following:

1. **Definition.** For purposes of this agreement, a peace officer is involved in a "critical incident" if the officer's on-duty conduct leads to any event that has a stressful impact sufficient enough to overwhelm the usually effective coping skills of an individual. "Critical incidents" are abrupt, powerful events that fall outside the range of ordinary human experiences.

2. **Counseling Services.** The City, at its discretion, may contract with an outside entity or individual to provide grief or trauma counseling services to any officer involved in a critical incident. The City's provision of such services is subject to the following provisions.

    A. The Officer may select the outside individual or entity responsible for providing services pursuant to this agreement. The individual or entity must be a recognized counseling business.

    B. The City will only offer counseling services to an officer involved in a critical incident if it determines that such services would improve the officer's ability to perform his or her job duties.

DRAFT

C. The City will not offer counseling services to any officer involved in a critical incident if the City's Workers Compensation provider agrees to pay for mental health services arising out of the same critical incident.

D. All counseling services offered pursuant to this agreement must be utilized within two years of an officer's involvement in a critical incident.

E. The officer may attend counseling appointments while on-duty, without using accrued paid leave time.

3. **Financial Limitations.** The City will pay up to a maximum of $2,500 towards any counseling service for an individual officer involved in a critical incident. If an individual officer chooses to receive additional counseling, that officer is responsible for paying for such counseling.

4. **Authorization Required.** As a condition of receiving counseling services pursuant to this agreement, an officer must bring a signed note from the counselor to inform the City's Human Resources Manager of the date and time the officer received such services.

5. **Relationship with Counselor.** It is the parties' intention that any officer who seeks counseling services pursuant to this Agreement will be considered to be the patient or the client of the individual or entity selected to provide those services, regardless of the City's financial contribution towards the cost of such services.

6. **Data Privacy.** All data collected, created, received, maintained, or disseminated by the City pursuant to this Agreement shall be classified pursuant to the Minnesota Government Data Practices Act. The City acknowledges and agrees that, to the extent that it provides data to the individual or entity selected to provide counseling services, its contract with such individual or entity is governed by Minnesota Statutes, section 13.05, subdivision 6.

FOR THE CITY OF RAMSEY:

BY: _____ _____
Mayor Date

ATTEST: _____ _____
City Administrator Date

FOR LAW ENFORCEMENT LABOR SERVICES, INC.

BY:_____ _____
Brad Bluml, Steward Date

BY: _____ _____
Tim Frankfurth, Steward Date

BY:

_____ _____
Jessica Mabin LELS, Business Agent Date

DRAFT

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #20-316

RESOLUTION TO APPROVE 2021 AFSCME AND CAPTAINS UNION CONTRACT

WHEREAS, the current AFSCME and LELS Captain contracts expire on December 31, 2020; and

WHEREAS, the City has reached a tentative agreement with AFSCME and LELS Captain groups on all articles within the contracts; and

WHEREAS Staff recommends approving the one-year contracts with AFSCME and LELS Captain groups, effective January 1, 2021 through December 31, 2021; and

WHEREAS, the City will administer the 2021 contracts as follows:

1) Duration: one year contracts, effective January 1, 2021 through December 31, 2021 for AFSCME and LELS Captain Unions; and

2) Wages: AFSCME and LELS Captain Union Contracts, as follows:

   2021: 2.75% cost of living increase added to the 2020 wage scale, effective 01-01-21; and
   A onetime payment to the Captains of $1450.00 payable by January 31, 2021.

3) Health Insurance: AFSCME and LELS Captain Union Contracts, as follows:
   A) The City will make the following contributions toward group health insurance coverage for employees working 30 hours per week or more; as well as to purchase $20,000 of basic life insurance for full-time regular employees working 30 hours per week or more and employees participating in PERA phased retirement; and
      a. 2021 monthly health insurance contributions, including the health reimbursement or health savings account contributions as follows; Employee Only (Single) $949.00 to $1,034.50, Employee and Children at $1,246.00, Employee and Spouse at $1,300.30, and Family at $1,603.80; and
      b. 2021 City payment toward the Waiver/Credit in lieu of Coverage will remain at $370.00 per month; and

4) Other negotiated contract items specific to AFSCME, and LELS Captain unions are shown in the attached red-line contracts and will administered as per the language in each respective labor agreement:

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 #20-316, to settle one-year labor agreements with AFSCME and LELS Captain union groups subject to final review and approval of contract language by the City Attorney.

The motion for the adoption of the `foregoing resolution was duly seconded by Council Member, , 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 15th day of December 2021.

_____
Mayor

ATTEST:

_____
City Clerk

CC Special Session

Meeting Date: 12/15/2020

By: Colleen Lasher, Administrative Services

Title:

Adopt Resolution #20-317 to Authorize the City's 2021 Non-Union City Health and Dental Insurance Contributions and Non-Union Cost of Living Adjustments

Purpose/Background:

The purpose of this case is for City Council consideration of non-union employee City health and dental insurance contributions and cost of living adjustments (COLA). It should be noted that the recommendations in this non-union case are the same as the other proposed 2021 union contracts. All union employees received the same wage and benefit adjustments as are being proposed for non-union.

Health Insurance

The City continues to be a member of LOGIS (Local Government Information Systems) which is a consortium of Minnesota local government units. This consortium has many benefits including coverage by the group's health plan. Employees may choose a health plan that best meets their needs by selecting one of four tiers and choosing between two networks; or they may choose to waive the City's health insurance.

If approved, the City's total monthly contribution to health insurance, including contributions to the health reimbursement account or the health savings account will be as follows: Employee only (single) from: $949.00 to $1,034.50; Employee and Children $1,246.00; Employee and Spouse $1,300.30; and Family $1,603.80. Employees that elect to waive health insurance in 2021 will receive credit in lieu of coverage in the amount of $370.00 per month and must agree to specific terms and conditions.

Note: See attachment for additional health plan details. Employees are responsible for paying the difference between the premium and the City's contribution.

Life Insurance

If approved, the City will continue to purchase $20,000 of basic life and AD&D insurance for full-time regular employees working 30 hours per week and employees participating in the PERA's phased retirement program. The cost of basic life insurance is $1.00 per month per employee.

Single Dental Insurance

If approved, the City's monthly contribution to single dental insurance will be $33.45 per month. The City will not offer credit in lieu of coverage for dental insurance.

Wages

If approved, the City's COLA will be 2.75%, effective January 1, 2021. Annual cost of living adjustments are carefully researched, budgeted for, and are necessary for recruitment and retention of employees.

Non-union Wage History

2020 3%
2019 2.75% COLA
2018 2.5% COLA 1-1-18 through 06-30-18 plus .50% COLA beginning 07-01-18
2014 through 2017 2% COLA
2013 1% COLA
2012 2% for all employee groups, with the exception of Department Heads at 1%
2010 & 2011 Zero %

2003 to 2009 3%

Observations/Alternatives:

Wages and benefits for non-union employees are being proposed to be the same as the union contracts. Similar union and non-union adjustments are important in order to effectively maintain internal equity, compete in external hiring processes, and to retain the City's talent. The City may consider alternate wage and benefit packages, however, staff does not recommend an alternative action.

Funding Source:

The funding required for this action is included in the proposed 2021 budget.

Recommendation:

Staff recommends adopting resolution #20-317 to move forward with the City non-union health and dental insurance contributions as listed and two and three-quarter percent (2.75%) COLA on January 1, 2021.

Action:

Motion to adopt resolution #20-317 to do the following:
1) Authorize the following non-union monthly City health insurance contributions, effective January 1, 2021: Employee Only (Single) up to $1,034.50, Employee and Children at $1,246.00, Employee and Spouse at $1,300.30, and Family at $1,603.80, or $370.00 to waive coverage; and
2) Authorize the non-union dental contribution, effective January 1, 2021, of $33.45 per month; and
2) Authorize increasing the non-union wage scale by two and three-quarter percent (2.75%), effective January 1, 2021.

Attachments

Resolution #20-317

Form Review

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	12/10/2020 03:23 PM
Form Started By: Colleen Lasher		Started On: 11/19/2020 11:23 AM
Final Approval Date: 12/11/2020		

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION #20-317

RESOLUTION TO AUTHORIZE THE CITY'S 2021 NON-UNION CITY HEALTH AND DENTAL INSURANCE CONTRIBUTIONS AND NON-UNION COST OF LIVING ADJUSTMENTS

WHEREAS, the 2021 City budget accounts for the non-union health and dental insurance contributions and cost of living adjustment; and

WHEREAS, Staff recommends authorizing the non-union health insurance contributions, including the health reimbursement or health savings account contributions as follows; Employee Only (Single) $949.00 to $1034.50, Employee and Children at $1246.00, Employee and Spouse at $1300.30, and Family at $1603.80; and

WHEREAS, Staff recommends authorizing the non-union dental contribution of $33.45 per month; and

WHEREAS, Staff recommends increasing the non-union wage scale by two and three-quarter percent (2.75%) on January 1, 2021.

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 #20-317 to do the following:

1) Authorize the following non-union monthly health insurance contributions, including the health reimbursement or health savings account contributions as follows; and

2) Authorize the non-union dental contribution of $33.45 per month; and

3) Authorize a cost of living adjustment increasing the non-union wage scale by two and three-quarter percent (2.75%) on January 1, 2021.

The motion for the adoption of the `foregoing resolution was duly seconded by Council Member, , 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 15th day of December 2021.

_____
Mayor

ATTEST:

_____
City Clerk