

**City of Ramsey**  
**Agenda**  
**Regular City Council**  
**Tuesday, July 13, 2021**  
**7:00 pm**  
**Council Chambers, 7550 Sunwood Drive NW**

- 1. Call to Order**
- 2. Presentation**
- 3. Citizen Input**
- 4. Approve Agenda**
- 5. Consent Agenda**
  1. Receive May 2021 Financial Reports - General Fund and Enterprise Funds
  2. Approve the Following Meeting Minutes:
    1. City Council Work Session dated 6/22/2021
    2. City Council Regular Session dated 6/22/2021
  3. Approve Rental Licenses
  4. Approve Business Licenses
  5. Adopt Resolution #21-189 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of June 17, 2021 through July 7, 2021
  6. Adopt Resolution #21-194 Ordering Request for Proposals for Topographic Surveys, Geotechnical Evaluations and Utility Testing for 2022 Pavement Management Program Projects
  7. Adopt Resolution #21-196 Approving Property Maintenance Standards Agreement And Declaring Terms for Rum River Hills Golf Club At 16659 Saint Francis Blvd NW
  8. Adopt Resolution #21-197 Approving an Abatement of 14950 Peridot Street NW
  9. Adopt Resolution #21-198 Approving an Abatement of 5991 146th Avenue NW
  10. Adopt Resolution #21-199 Approving Development Agreement for Oppidan Industrial
  11. Adopt Resolution #21-204 Approving Updated Development Agreement for Bunker Lake Industrial Park Third Addition, Case of PSD, LLC

12. Adopt Resolution #21-202 to Adjust Certain Non-union Wage Scales and Direct Staff to Submit a Compliant Pay Equity Report
13. Adopt Resolution #21-192 Hiring a Paid-on-call Firefighter
14. Adopt Resolution #21-193 Hiring Seasonal Public Works Maintenance Workers
6. **Public Hearing**
  1. The Public Hearing for Ordinance #21-11 Regarding Amendments to Chapter 10 of City Code Regarding Agricultural Animals, Roosters and Cats in the City of Ramsey has been Rescheduled to the July 27, 2021, City Council meeting.
7. **Council Business**
  1. Approve a Professional Services Contract Extension for the Tinklenberg Group
  2. Request Council Approval to Solicit Bids for Salt Shed and Quotes for Additional Equipment for the New Public Works Facility
  3. Adopt Resolution #21-191 Authorizing Code Enforcement Action Plan Regarding Right Of Way Encroachment at 14781 Potassium St NW; Case of Deborah and Guy Peterson
  4. Introduce Ordinance #21-16 Repealing Ordinances 20-11, 20-12, and 20-13 in regard to Franchise Fees
8. **Mayor/Council/Staff Input**
9. **Adjournment**

**CC Regular Session**

**5. 1.**

**Meeting Date:** 07/13/2021

**By:** Diana Lund, Finance

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**Information**

**Title**

Receive May 2021 Financial Reports - General Fund and Enterprise Funds

**Purpose/Background:**

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

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

**Recommendation:**

No action required. Informational only.

**Action:**

No action required. Informational only.

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**Attachments**

May 2021 General Fund Financial Report - Budget to Actual

May 2021 Enterprise Funds Financial Reports - Budget to Actual

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**Form Review**

**Inbox**

Kurt Ulrich

Form Started By: Diana Lund

Final Approval Date: 07/01/2021

**Reviewed By**

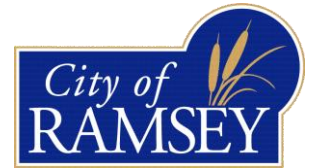
Kurt Ulrich

**Date**

07/01/2021 02:38 PM

Started On: 07/01/2021 10:47 AM

**CITY OF RAMSEY  
FINANCIAL STATEMENT**



JANUARY 1, 2021 THROUGH PERIOD ENDING: May 31, 2021

GENERAL FUND EXPENDITURES - BY DEPARTMENT -		
Dept	-CURRENT YEAR ADOPTED BUDGET-	CURRENT YTD GENERAL LEDGER
Admin	2,092,067.00	811,852.45
Com Dev	1,207,963.00	453,484.32
Contingency	180,373.00	-
Council	113,355.00	35,942.22
Finance	543,705.00	219,197.30
Fire	1,299,675.00	384,562.47
Legal	133,600.00	36,984.27
Police	4,473,128.00	1,685,372.69
Public Works	4,339,482.00	1,558,051.26
<b>Grand Total</b>	<b>14,383,348.00</b>	<b>5,185,446.98</b>

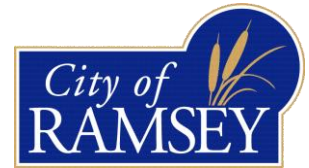
GENERAL FUND EXPENDITURES - BY CATEGORY -		
Category	-CURRENT YEAR ADOPTED BUDGET-	-CURRENT YTD GENERAL LEDGER-
Capital Outlay	1,090,200.00	442,030.72
Other Services & Charges	2,639,166.00	669,384.16
Personal Services	9,566,381.00	3,723,839.25
Supplies	981,228.00	350,192.85
Transfers out	106,373.00	-
<b>Grand Total</b>	<b>14,383,348.00</b>	<b>5,185,446.98</b>

GENERAL FUND REVENUES - BY CATEGORY -		
Category	-CURRENT YEAR ADOPTED BUDGET-	-CURRENT YTD GENERAL LEDGER-
Taxes	11,109,848.00	-
Charges for Services	621,500.00	281,961.51
Business Licenses/Permits	69,900.00	34,623.94
Fines and Forfeits	45,500.00	18,984.15
Federal Intergovernmental	8,500.00	-
State Intergovernmental	425,300.00	128,799.08
Interest	100,000.00	-
Miscellaneous	20,700.00	5,947.96
Non-Business Licenses/Permits	559,900.00	299,411.35
Transfers in	1,422,200.00	-
<b>Grand Total</b>	<b>14,383,348.00</b>	<b>769,727.99</b>

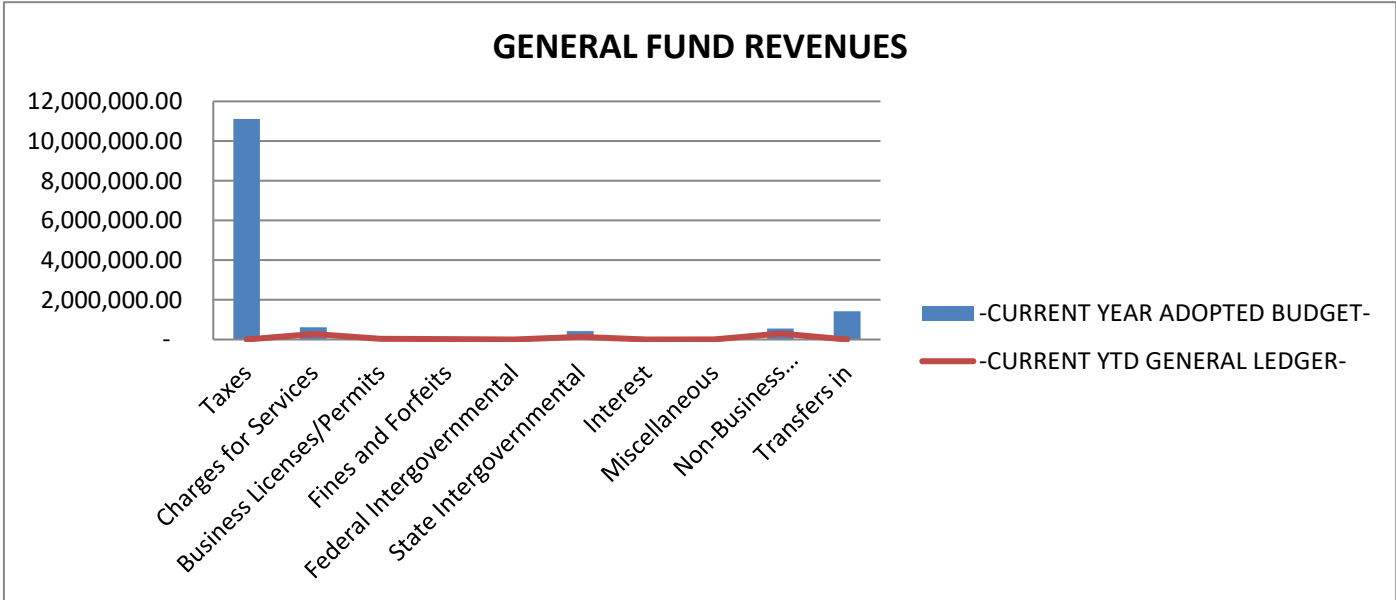
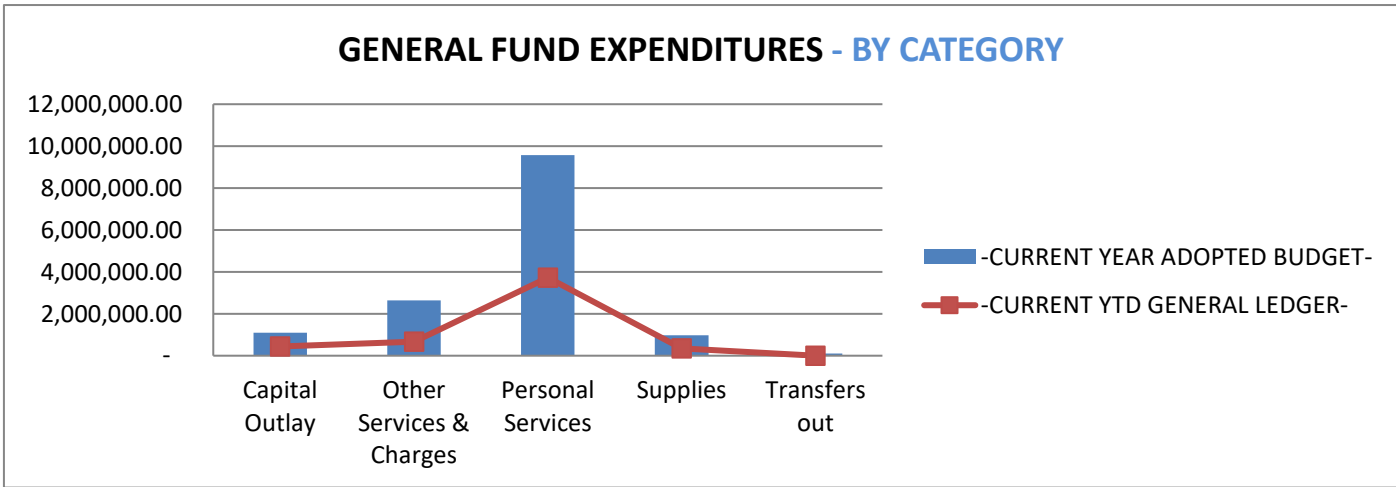
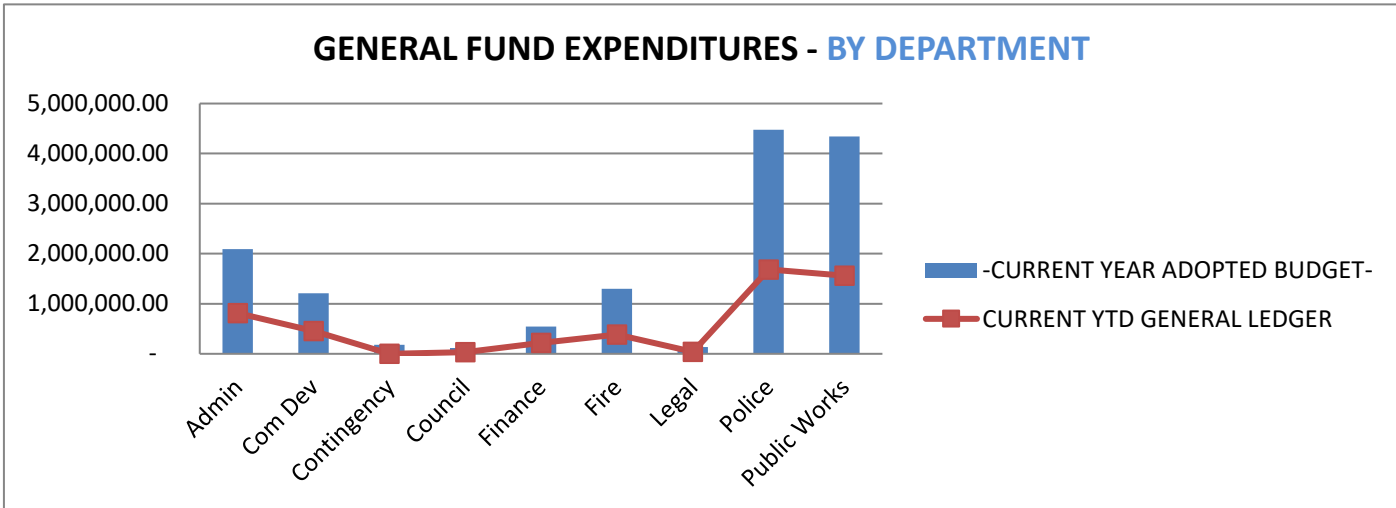
This report reflects year to date revenue and expenditures as compared to annual budget.  
It does not reflect fund balance.

PREPARED BY: FINANCE DEPARTMENT

# CITY OF RAMSEY FINANCIAL STATEMENT



JANUARY 1, 2021 THROUGH PERIOD ENDING: May 31, 2021



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

PREPARED BY: FINANCE DEPARTMENT

**CITY OF RAMSEY  
FINANCIAL STATEMENT**



JANUARY 1, 2020 THROUGH PERIOD ENDING: May 31, 2021

REVENUES				
BUSINESS UNIT	9601	WATER UTILITY		
GENERAL LEDGER ACCOUNT	CURRENT YEAR REQUESTED BUDGET	CURRENT YTD GENERAL LEDGER	-% of Budget-	
4140 CREDIT CARD PROCESSING FEES	(20,000.00)	(4,820.91)	24.10%	
4609 OTHER MISCELLANEOUS REVENUES	12,000.00	767.56	6.40%	
4651 WATER REVENUE		100.65	0.00%	
4652 WATER SALES - RESIDENTIAL	1,334,128.00	258,131.15	19.35%	
4653 WATER SALES-COMMERCIAL	700,510.00	74,544.72	10.64%	
4654 WATER PENALTIES	15,000.00	(58.93)	-0.39%	
4655 WATER METER INSTALLATION	12,000.00	7,140.00	59.50%	
4656 WATER METERS	30,000.00	14,575.00	48.58%	
4657 CONNECTION/RECONNECTION FEES	500.00	250.00	50.00%	
4701 INTEREST ON INVESTMENTS	100,000.00	-	0.00%	
4606 DEVELOPER FEES (WAC)		237,660.00	0.00%	
4601 MISCELLANEOUS REVENUE		1,568.97	0.00%	
6436 WATER EFFICIENCY REBATE PROG		627.95	0.00%	
<b>Grand Total</b>	<b>2,184,138.00</b>	<b>590,486.16</b>		

EXPENSES				
BUSINESS UNIT	9601	WATER UTILITY		
GENERAL LEDGER ACCOUNT	CURRENT YEAR REQUESTED BUDGET	CURRENT YTD GENERAL LEDGER	-% of Budget-	
6102 F.T. REGULAR-WAGES & SALARIES	271,061.00	73,875.54	27.25%	
6103 FULL TIME-REGULAR-OVERTIME	13,500.00	6,747.13	49.98%	
6105 TEMPORARY-WAGES & SALARIES	19,167.00	3,731.18	19.47%	
6121 PERA CONTRIBUTIONS	56,342.00	6,927.04	12.29%	
6122 FICA/MEDICARE CONTRIBUTIONS	23,235.00	7,443.74	32.04%	
6131 GROUP INSURANCE	36,250.00	11,029.25	30.43%	
6133 WORKERS COMP INSURANCE PREMIUM	15,406.00	-	0.00%	
6208 MISCELLANEOUS OFFICE SUPPLIES	600.00	(41.96)	-6.99%	
<b>6223 GASOLINE</b>	<b>6,000.00</b>	<b>3,064.13</b>	<b>51.07%</b>	
6225 DIESEL FUEL	1,500.00	-	0.00%	
6229 SHOP MATERIALS	600.00	39.96	6.66%	
<b>6231 UNIFORMS &amp; TURN-OUT GEAR</b>	<b>2,900.00</b>	<b>2,175.00</b>	<b>75.00%</b>	
<b>6249 MISCELLANEOUS OPERATING SUPPLY</b>	<b>18,000.00</b>	<b>8,109.42</b>	<b>45.05%</b>	
6257 OTHER VEHICLE PARTS	5,000.00	396.59	7.93%	
6273 UTILITY SYSTEM MAINT SUPPLIES	95,000.00	13,887.20	14.62%	
<b>6281 SMALL TOOLS &amp; MINOR EQUIPMENT</b>	<b>10,000.00</b>	<b>25,557.55</b>	<b>255.58%</b>	
<b>6292 WATER METERS FOR RESALE</b>	<b>75,000.00</b>	<b>36,344.07</b>	<b>48.46%</b>	
6315 MISCELLANEOUS PROFESSIONAL SER	95,000.00	13,780.12	14.51%	
6322 POSTAGE	3,000.00	172.25	5.74%	
6323 CELLULAR PHONES	4,000.00	1,382.84	34.57%	
6334 MILEAGE REIMBURSEMENT	400.00	-	0.00%	
6335 TRAINING	4,000.00	1,383.00	34.58%	
6352 GENERAL NOTICE & PUBLIC INFOR	300.00	107.50	35.83%	
6361 GENERAL LIABILITY/PROPERTY INS	35,000.00	5,872.00	16.78%	
6371 ELECTRIC UTILITIES	155,000.00	33,478.24	21.60%	
<b>6373 GAS</b>	<b>3,000.00</b>	<b>1,405.20</b>	<b>46.84%</b>	
6374 REFUSE/RECYCLING	700.00	266.49	38.07%	
6381 BUILDING & STRUCTURE REPAIR	3,500.00	805.58	23.02%	
6439 OTHER MISCELLANEOUS	67,000.00	-	0.00%	
<b>6451 MEMBERSHIP DUES</b>	<b>1,400.00</b>	<b>1,000.00</b>	<b>71.43%</b>	
6489 OTHER CONTRACTED SERVICES	76,000.00	24,686.98	32.48%	
6722 DEPRECIATION	798,000.00	-	0.00%	
6820 OPERATING TRANSFERS TO OTHER F	47,000.00	-	0.00%	
6436 WATER EFFICIENCY REBATE PROG		627.95	0.00%	
<b>Grand Total</b>	<b>1,942,861.00</b>	<b>284,253.99</b>		

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

**CITY OF RAMSEY  
FINANCIAL STATEMENT**



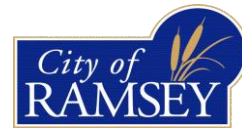
JANUARY 1, 2020 THROUGH PERIOD ENDING: May 31, 2021

<b>REVENUES</b>				
<b>BUSINESS UNIT</b>	<b>9602</b>	<b>SEWER UTILITY</b>		
<b>GENERAL LEDGER ACCOUNT</b>	<b>CURRENT YEAR REQUESTED BUDGET</b>	<b>CURRENT YTD GENERAL LEDGER</b>	<b>-% of Budget-</b>	
4140 CREDIT CARD PROCESSING FEES	(14,000.00)	(4,335.69)	30.97%	
4356 SEWER AVAILABILITY CHARGE-ADM	5,000.00	969.15	19.38%	
4604 SURCHARGES		110,838.00	0.00%	
4609 OTHER MISCELLANEOUS REVENUES	5,000.00	-	0.00%	
4661 RESIDENTIAL-SEWER CHARGES	1,285,000.00	339,269.98	26.40%	
4662 COMMERCIAL-SEWER CHARGES	361,000.00	98,055.86	27.16%	
4663 SEWER PENALTIES	15,000.00	-	0.00%	
4701 INTEREST ON INVESTMENTS	115,000.00	-	0.00%	
4606 DEVELOPER FEES (WAC)	-	3,822.00	0.00%	
4601 MISCELLANEOUS REVENUE		1,568.95	0.00%	
<b>Grand Total</b>	<b>1,772,000.00</b>	<b>550,188.25</b>		

<b>EXPENSES</b>				
<b>BUSINESS UNIT</b>	<b>9602</b>	<b>SEWER UTILITY</b>		
<b>GENERAL LEDGER ACCOUNT</b>	<b>CURRENT YEAR REQUESTED BUDGET</b>	<b>CURRENT YTD GENERAL LEDGER</b>	<b>-% of Budget-</b>	
6102 F.T. REGULAR-WAGES & SALARIES	175,965.00	32,546.75	18.50%	
6103 FULL TIME-REGULAR-OVERTIME	-	475.95	0.00%	
6105 TEMPORARY-WAGES & SALARIES	-	1,411.03	0.00%	
6121 PERA CONTRIBUTIONS	31,197.00	2,705.35	8.67%	
6122 FICA/MEDICARE CONTRIBUTIONS	13,577.00	2,830.25	20.85%	
6131 GROUP INSURANCE	7,779.00	-	0.00%	
6133 WORKERS COMP INSURANCE PREMIUM	9,639.00	-	0.00%	
6223 GASOLINE	4,000.00	1,332.11	33.30%	
<b>6225 DIESEL FUEL</b>	<b>2,800.00</b>	<b>1,334.42</b>	<b>47.66%</b>	
6249 MISCELLANEOUS OPERATING SUPPLY	25,000.00	4,642.29	18.57%	
6257 OTHER VEHICLE PARTS		659.69	0.00%	
6275 OTHER EQUIPMENT PARTS	9,000.00	1,833.81	20.38%	
6315 MISCELLANEOUS PROFESSIONAL SER	50,000.00	8,468.50	16.94%	
6334 MILEAGE REIMBURSEMENT	400.00	-	0.00%	
6335 TRAINING	2,400.00	45.00	1.88%	
6361 GENERAL LIABILITY/PROPERTY INS	22,000.00	571.00	2.60%	
6371 ELECTRIC UTILITIES	17,000.00	6,458.21	37.99%	
6373 GAS	2,500.00	838.28	33.53%	
6374 REFUSE/RECYCLING	700.00	266.48	38.07%	
<b>6377 SEWER SERVICE CHARGE</b>	<b>845,201.00</b>	<b>422,600.34</b>	<b>50.00%</b>	
6388 OTHER VEHICLE REPAIR		2,959.40	0.00%	
6489 OTHER CONTRACTED SERVICES	28,000.00	3,123.19	11.15%	
6722 DEPRECIATION	551,565.00	-	0.00%	
6820 OPERATING TRANSFERS TO OTHER F	41,000.00	-	0.00%	
<b>Grand Total</b>	<b>1,839,723.00</b>	<b>495,102.05</b>		

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**CITY OF RAMSEY  
FINANCIAL STATEMENT**



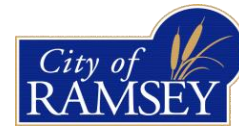
JANUARY 1, 2020 THROUGH PERIOD ENDING: May 31, 2021

<b>REVENUES</b>				
<b>BUSINESS UNIT</b>	<b>9603</b>	<b>STREET LIGHT UTILITY</b>		
<b>GENERAL LEDGER ACCOUNT</b>	<b>CURRENT YEAR REQUESTED BUDGET</b>	<b>CURRENT YTD GENERAL LEDGER</b>	<b>-% of Budget-</b>	
4140 CREDIT CARD PROCESSING FEES	(3,500.00)	(915.39)	26.15%	
4681 CHARGES FOR STREET LIGHTS	157,000.00	41,370.52	26.35%	
4683 STREET LIGHTING PENALTIES	2,000.00	-	0.00%	
4701 INTEREST ON INVESTMENTS	15,000.00	-	0.00%	
4684 PRIORITY STREET LIGHT	53,000.00	13,828.54	26.09%	
<b>Grand Total</b>	<b>223,500.00</b>	<b>54,283.67</b>		

<b>EXPENSES</b>				
<b>BUSINESS UNIT</b>	<b>9603</b>	<b>STREET LIGHT UTILITY</b>		
<b>GENERAL LEDGER ACCOUNT</b>	<b>CURRENT YEAR REQUESTED BUDGET</b>	<b>CURRENT YTD GENERAL LEDGER</b>	<b>-% of Budget-</b>	
6371 ELECTRIC UTILITIES	128,000.00	41,477.03	32.40%	
6489 OTHER CONTRACTED SERVICES	14,300.00	2,782.11	19.46%	
6722 DEPRECIATION	42,444.00	-	0.00%	
6820 OPERATING TRANSFERS TO OTHER F	23,000.00	-	0.00%	
<b>Grand Total</b>	<b>207,744.00</b>	<b>44,259.14</b>		

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**CITY OF RAMSEY  
FINANCIAL STATEMENT**



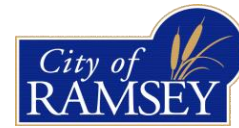
JANUARY 1, 2020 THROUGH PERIOD ENDING: May 31, 2021

REVENUES				
BUSINESS UNIT	9604	RECYCLING UTILITY		
GENERAL LEDGER ACCOUNT	CURRENT YEAR REQUESTED BUDGET	CURRENT YTD GENERAL LEDGER	-% of Budget-	
4140 CREDIT CARD PROCESSING FEES	(4,000.00)	(1,149.43)	28.74%	
4287 OTHER LOCAL GOVERNMENT GRANTS	77,566.00	-	0.00%	
4609 OTHER MISCELLANEOUS REVENUES	-	676.80	0.00%	
4671 RECYCLING CHARGES	430,283.00	109,266.54	25.39%	
4672 RECYCLING PENALTIES	8,000.00	-	0.00%	
4701 INTEREST ON INVESTMENTS	3,500.00	-	0.00%	
<b>Grand Total</b>	<b>515,349.00</b>	<b>108,793.91</b>		

EXPENSES				
BUSINESS UNIT	9604	RECYCLING UTILITY		
GENERAL LEDGER ACCOUNT	CURRENT YEAR REQUESTED BUDGET	CURRENT YTD GENERAL LEDGER	-% of Budget-	
6102 F.T. REGULAR-WAGES & SALARIES	23,000.00	6,131.58	26.66%	
6103 FULL TIME-REGULAR-OVERTIME	-	625.13	0.00%	
6121 PERA CONTRIBUTIONS	2,725.00	511.70	18.78%	
6122 FICA/MEDICARE CONTRIBUTIONS	1,661.00	484.78	29.19%	
6131 GROUP INSURANCE	3,589.00	-	0.00%	
6133 WORKERS COMP INSURANCE PREMIUM	386.00	-	0.00%	
6249 MISCELLANEOUS OPERATING SUPPLY	32,000.00	11,023.33	34.45%	
6322 POSTAGE	300.00	-	0.00%	
6489 OTHER CONTRACTED SERVICES	445,000.00	185,240.91	41.63%	
<b>Grand Total</b>	<b>508,661.00</b>	<b>204,017.43</b>		

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**CITY OF RAMSEY  
FINANCIAL STATEMENT**



JANUARY 1, 2020 THROUGH PERIOD ENDING: May 31, 2021

<b>REVENUES</b>				
<b>BUSINESS UNIT</b>	<b>9605</b>	<b>STORM WATER UTILITY</b>		
<b>GENERAL LEDGER ACCOUNT</b>	<b>CURRENT YEAR REQUESTED BUDGET</b>	<b>CURRENT YTD GENERAL LEDGER</b>	<b>-% of Budget-</b>	
4140 CREDIT CARD PROCESSING FEES	(6,500.00)	(2,000.62)	30.78%	
4693 STORM WATER-RESIDENTIAL	570,000.00	146,645.71	25.73%	
4694 STORM WATER-COMMERCIAL	585,000.00	152,121.94	26.00%	
4695 STORM WATER-PENALTIES	10,000.00	-	0.00%	
4701 INTEREST ON INVESTMENTS	12,000.00	-	0.00%	
<b>Grand Total</b>	<b>1,170,500.00</b>	<b>296,767.03</b>		

<b>EXPENSES</b>				
<b>BUSINESS UNIT</b>	<b>9605</b>	<b>STORM WATER UTILITY</b>		
<b>GENERAL LEDGER ACCOUNT</b>	<b>CURRENT YEAR REQUESTED BUDGET</b>	<b>CURRENT YTD GENERAL LEDGER</b>	<b>-% of Budget-</b>	
6102 F.T. REGULAR-WAGES & SALARIES	185,400.00	16,532.71	8.92%	
6121 PERA CONTRIBUTIONS	27,955.00	1,274.49	4.56%	
6122 FICA/MEDICARE CONTRIBUTIONS	15,450.00	1,287.37	8.33%	
6131 GROUP INSURANCE	21,130.00	-	0.00%	
6133 WORKERS COMP INSURANCE PREMIUM	7,985.00	-	0.00%	
6225 DIESEL FUEL	5,500.00	2,281.75	41.49%	
6249 MISCELLANEOUS OPERATING SUPPLY	12,000.00	(4,828.13)	-40.23%	
6257 OTHER VEHICLE PARTS	7,500.00	1,964.02	26.19%	
6315 MISCELLANEOUS PROFESSIONAL SER	100,000.00	3,406.50	3.41%	
6361 GENERAL LIABILITY/PROPERTY INS	9,240.00	-	0.00%	
<b>6371 ELECTRIC UTILITIES</b>	<b>3,000.00</b>	<b>1,377.48</b>	<b>45.92%</b>	
6373 GAS	2,500.00	838.25	33.53%	
6374 REFUSE/RECYCLING	700.00	266.50	38.07%	
6451 MEMBERSHIP DUES	26,000.00	-	0.00%	
<b>6489 OTHER CONTRACTED SERVICES</b>	<b>30,000.00</b>	<b>16,882.16</b>	<b>56.27%</b>	
6722 DEPRECIATION	335,374.00	-	0.00%	
6820 OPERATING TRANSFERS TO OTHER F	36,000.00	-	0.00%	
<b>Grand Total</b>	<b>825,734.00</b>	<b>41,283.10</b>		

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

**CC Regular Session**

5. 2.

**Meeting Date:** 07/13/2021

**By:** Katie Schmidt, Administrative Services

**Information**

**Title**

Approve the Following Meeting Minutes:

- 1. City Council Work Session dated 6/22/2021
- 2. City Council Regular Session dated 6/22/2021

**Purpose/Background:**

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

Background: Attached are the meeting minutes referenced above.

**Recommendation:**

Approve the meeting minutes.

**Action:**

Motion to approve the following Council meeting minutes:

- 1. City Council Work Session dated 6/22/2021
- 2. City Council Regular Session dated 6/22/2021

**Attachments**

06 22 21 CC

6-22-21 CCWS

**Form Review**

**Inbox**

Colleen Lasher

Kurt Ulrich

Form Started By: Katie Schmidt

Final Approval Date: 07/07/2021

**Reviewed By**

Colleen Lasher

Kurt Ulrich

**Date**

07/07/2021 10:02 AM

07/07/2021 11:53 AM

Started On: 06/28/2021 01:29 PM



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**CITY COUNCIL  
CITY OF RAMSEY  
ANOKA COUNTY  
STATE OF MINNESOTA**

The Ramsey City Council conducted a regular meeting on Tuesday, June 22, 2021, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present: Mayor Mark Kuzma  
Councilmember Ryan Heineman  
Councilmember Chelsea Howell  
Councilmember Debra Musgrove  
Councilmember Chris Riley  
Councilmember Dan Specht  
Councilmember Matt Woestehoff

Members Absent: None

Also Present: City Administrator Kurtis Ulrich  
Police Chief Jeff Katers  
Deputy City Administrator Timothy Gladhill  
City Engineer Bruce Westby  
Senior Planner Chloe McGuire Brigl

**1. CALL TO ORDER**

Mayor Kuzma 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 Kuzma.

**2. PRESENTATION**

**2.01: Annual Police Department Update and Review of 2020 Activity**

Police Chief Katers presented a review of the calls for service data, crime trends, and a general update on the police department activities during 2020.

Councilmember Musgrove thanked Police Chief Katers and his department for the work that they do. She commented that the department works well behind the scenes and the residents appreciate that work. She recognized that the past year has been difficult, noting that her nephew died this past month from a random gunshot in Minneapolis.

**3. CITIZEN INPUT**

Randy Bauer, 14942 Quintana St, stated that a few years ago he addressed the Council related to a request to add flashing yellow lights for left turn lanes. He stated that there seemed to be support for that but there has not been progress made for the past two years. He commented that Ramsey

is intended to be a balance of rural and urban and there is no need to sit for a length of time in a left turn lane when there is no other traffic coming. He commented that the left turn arrows should be flashing yellow at all times.

Tom Heineman, 8239 155<sup>th</sup> Lane, stated that in 2017 there was a discussion before the Council related to overlays and replacement of City roads. He stated that there has been a lot of discussion related to franchise fees. He stated that he paid his assessment and asked why he is still being charged a franchise fee as well.

City Administrator Ulrich commented that the policy the Council adopted allowed for an annual rebate of the amount a resident would have paid for a franchise fee if they were charged an assessment previously.

Mayor Kuzma commented that he believed the policy went back five years for assessments paid and asked when the resident was charged an assessment.

Mr. Heineman commented that his assessment was in 2019. He stated that he does not believe that applying for a rebate is fair as that simply provides the City with an interest free loan. He stated that his request is for a refund or for a list of all the residents that paid and did not receive their money back.

Councilmember Riley commented that there is a procedure setup to allow the resident to get his money back for the remaining life of the assessment.

Mr. Heineman stated that he would then ask for an interest free loan for ten years.

Councilmember Riley commented that the policy is setup to allow residents to receive the franchise fee back each year as it is paid.

Councilmember Specht asked if the idea of the flashing yellow lights could be added to a future worksession agenda.

#### **4. APPROVE AGENDA**

Motion by Councilmember Woestehoff, seconded by Councilmember Heineman, to approve the agenda as presented.

Motion carried. Voting Yes: Mayor Kuzma, Councilmembers Woestehoff, Heineman, Howell, Musgrove, Riley, and Specht. Voting No: None.

#### **5. CONSENT AGENDA**

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

5.01: Receive Cash and Investment for Period Ending May 31, 2021

- 5.02: Note the Following Boards, Commissions and Committee Meeting Minutes:
- Planning Commission Meeting Minutes dated May 6, 2021
  - Economic Development Authority Meeting Minutes dated May 13, 2021
- 5.03: Approve the following Meeting Minutes:
- 1) City Council Work Session dated May 11, 2021
  - 2) City Council Work Session dated June 8, 2021
  - 3) City Council Regular dated June 8, 2021
- 5.04: Approve Rental Licenses
- 5.05: Approve Business Licenses
- 5.06: Approve Request to Declare Surplus Property
- 5.07: Discontinue Waiving Late Fee Penalties on Quarterly Utility Bills
- 5.08: Adopt Resolution #21-176 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of June 3, 2021 through June 16, 2021
- 5.09: Adopt Resolution #21-126 Declaring Participation in State Performance Measurement Program
- 5.10: Adopt Resolution #21-158 Approving Site Plan, Final Plat and Preliminary Grading Agreement for Oppidan Industrial, 8200 Bunker Lake Blvd NW
- 5.11: Adopt Resolution #21-161 Outlining Lawful, Nonconforming Rights and Code Enforcement Process at 7127 Highway 10 NW
- 5.12: Adopt Resolution #21-167 Outlining Code Enforcement Action Plan for 17646 St. Francis Blvd NW
- 5.13: Adopt Resolution #21-170 Approving of Fourth Amendment to Purchase Agreement for Lots 1, 2, and 3, Block 1, COR TWO; Case of RGH RAMSEY LLC
- 5.14: Adopt Resolution #21-171 Approving Obtaining Quotes for Renovation and Lease of Old Town Hall
- 5.15: Adopt Resolution #21-172 Authorizing Partial Payment #9 to RJM Construction for Improvement Project 20-07 New Public Works Facility
- 5.16: Adopt Resolution #21-173 Authorizing an Environmental Assessment Worksheet (EAW) for the Trott Brook North Development; Case of Trott Brook North – The Excelsior Group (Project #20-103)
- 5.17: Adopt Resolution #21-177 Approving an Abatement of 7820 151<sup>st</sup> Lane NW
- 5.18: Adopt Resolution #21-180 Approving Plans and Specifications and Authorizing Advertisement for Bids for 2021 Additional Pavement Overlay Improvements, Improvement Project #21-12
- 5.19: Adopt Resolution #21-181 Approving Maintenance Agreement and Development Agreement for O'Reilly Auto Parts, Case of Java Properties
- 5.20: Adopt Resolution #21-182 Approving Development Agreement for Bunker Lake Industrial Park Third Addition, Case of PSD, LLC
- 5.21: Adopt Resolution #21-184 Accepting Coronavirus Local Fiscal Recover Fund Established Under the American Rescue Plan Act
- 5.22: Adopt Resolution #21-186 Approving Request for Anoka County to Study Traffic on Nowthen Boulevard/County State Aid Highway 5 between Saint Francis Boulevard/Trunk Highway 47 and Alpine Drive
- 5.23: Adopt Resolution #21-188 Approving Risk and Resilience Assessment for America's Water Infrastructure Act of 2018

- 5.24: Adopt Resolution #21-165 to Hire a Public Works Parks Worker Backfilling a Vacant Position
- 5.25: Adopt Resolution #21-169 to Hire a Police Officer Filling the Current Vacancy
- 5.26: Adopt Resolution #21-174 Hiring a Seasonal Public Works Maintenance Worker

Motion carried. Voting Yes: Mayor Kuzma, Councilmembers Riley, Woestehoff, Heineman, Howell, Musgrove, and Specht. Voting No: None.

## **6. PUBLIC HEARING**

None.

## **7. COUNCIL BUSINESS**

### **7.01: Adopt Resolution #21-190 Authorizing Partial Payment No. 2 to Kuechle Underground, Inc. for Improvement Project #21-00, Riverdale Drive Reconstruction, Feldspar Street to Sunfish Lake Boulevard**

City Engineer Westby reviewed the staff report and stated that the Engineer Technician IV has inspected the completed work and recommends partial payment No. 2 to Kuechle Underground, Inc. of Kimball, Minnesota for Improvement Project #21-00 Riverdale Drive Reconstruction, from Feldspar Street to Sunfish Lake Boulevard, in the amount of \$223,035.91

Motion by Councilmember Musgrove, seconded by Councilmember Howell, to Adopt Resolution #21-190 Authorizing Partial Payment No. 2 to Kuechle Underground, Inc. for Improvement Project #21-00, Riverdale Drive Reconstruction, Feldspar Street to Sunfish Lake Boulevard.

Motion carried. Voting Yes: Mayor Kuzma, Councilmembers Musgrove, Howell, Heineman, Riley, Specht, and Woestehoff. Voting No: None.

### **7.02: Adopt Resolution #21-156 Granting Preliminary Plat Approval for Williams Woods (Project No. 20-138); Case of Bill Boyum**

Senior Planner McGuire Brigl reviewed the staff report and recommendation of the Planning Commission to approve of the Preliminary Plat. She noted that this will need to go back before the Planning Commission because another variance was received for wetland encroachment.

Councilmember Woestehoff asked if the current Preliminary Plat shows the wetland encroachment.

Senior Planner McGuire Brigl confirmed that it is shown on the Preliminary Plat and will not change the layout or number of lots.

Motion by Councilmember Heineman, seconded by Councilmember Musgrove, to Adopt Resolution #21-156 Approving Preliminary Plat for Williams Woods.

Motion carried. Voting Yes: Mayor Kuzma, Councilmembers Heineman, Musgrove, Howell, Riley, Specht, and Woestehoff. Voting No: None.

**7.03: Introduce Ordinance #21-13 Amending City Code Section 105-142 (Building and Building Regulations) to Add 2021 International Property Maintenance Code**

Senior Planner McGuire Brigl reviewed the staff report and recommendation to approve of Ordinance #21-13 amending the International Property Maintenance Code for City Code Section 105-142.

Councilmember Riley asked if the Code should be updated each time the International Property Maintenance Code is updated.

Senior Planner McGuire Brigl confirmed that should occur. She noted that perhaps something could be referenced stating the most recent version of the International Property Maintenance Code, which would avoid those updates.

Councilmember Woestehoff stated that the State Building Code is also referenced in City Code and asked if the State Building Code references the International Property Maintenance Code.

Senior Planner McGuire Brigl commented that it is not redundant as the State Building Code is a separate document.

Councilmember Musgrove asked if the State Building Code trumps the International Property Maintenance Code or vice versa.

Senior Planner McGuire Brigl replied that whichever standard is stricter would apply. She stated that the two codes tend to regulate different aspects, where the State Code is more related to construction while the Property Maintenance Code tends to come into play after construction is completed.

Deputy City Administration Gladhill confirmed that the Building Code is about construction while the Property Maintenance Code is after the structure is occupied and related to maintenance.

Motion by Councilmember Riley, seconded by Councilmember Woestehoff, to introduce Ordinance #21-13 Amending the International Property Maintenance Code for City Code Section 105-142.

A roll call vote was performed:

Councilmember Heineman aye  
Councilmember Woestehoff aye  
Councilmember Howell aye  
Councilmember Riley aye  
Councilmember Specht aye  
Councilmember Musgrove aye

Mayor Kuzma aye

Motion carried.

**7.04: Introduce Ordinance #21-14 Amending Chapter 105 and 117 Regarding Swimming and Building Code**

Senior Planner McGuire Brigl reviewed the staff report and recommendation to approve Ordinance #21-14 amending Chapter 105 and 117 regarding swimming building code.

Motion by Councilmember Woestehoff, seconded by Councilmember Howell, to introduce Ordinance #21-14 Amending Chapter 105 and 117 Regarding Swimming and Building Code.

A roll call vote was performed:

Councilmember Heineman aye  
Councilmember Woestehoff aye  
Councilmember Specht aye  
Councilmember Musgrove aye  
Councilmember Howell aye  
Councilmember Riley aye  
Mayor Kuzma aye

Motion carried.

**7.05: Adopt Resolution #21-179 Adopting 2021-2022 City Council Strategic Plan**

City Administrator Ulrich reviewed the staff report and stated that based on consensus direction by the City Council at the June 15, 2021 City Council Work Session, staff recommends approval of the Strategic Plan.

Motion by Councilmember Musgrove, seconded by Councilmember Howell, to Adopt Resolution #21-179 Adopting 2021-2022 City Council Strategic Plan with the following changes to action number one: remove the review of history of franchise fee implementation, add to bring all options for road funding including those in worksession stated by Mayor Kuzma and Councilmember survey noted on the May 18<sup>th</sup> strategic planning worksession as a part of the 2022 budget discussion in July and August of 2021, and remove retain existing franchise fee program or choose a new program and bring to Council a resolution to end Ordinances #20-11, #20-12 and #20-13 as of December 31, 2021.

Motion carried. Voting Yes: Councilmembers Heineman, Howell, Musgrove, and Specht. Voting No: Mayor Kuzma and Councilmembers Riley and Woestehoff.

Councilmember Woestehoff clarified that he opposed the vote.

Councilmember Howell stated that when she ran her campaign, she ran on voting to end the franchise fee if there was a consensus on the Council and she committed to that which is why she supports this action.

Mayor Kuzma commented that he was taken aback by the action and apologized for not allowing further discussion.

Councilmember Musgrove commented that when the discussion was had there was written consensus of four to two on the issue with six members participating in the survey. She stated that the Council has already discussed the franchise fee, campaigned on it and residents do not want this. She stated that the road funding can be paid for in the levy in the same manner it is being taken from residents through the franchise fee. She believed that the discussion should be had, and the Council should do what the residents have asked.

Councilmember Riley stated that this case was not about discussing the franchise fee. He stated that the Council decided through consensus and working together to reevaluate and look at everything, but it seems that teamwork and working together is out the window which is disappointing.

Mayor Kuzma agreed that it is disappointing as there is no plan to replace this funding. He stated that it would be a shame to remove this without even beginning the budget process for the next year.

Councilmember Heineman recognized that the budget process for the next year has not yet begun but stated that leads him to believe this is the right time to do this. He stated that he also campaigned on this issue and there are other funding options available. He stated that this will put the City in the position where it needs to discuss the other options. He stated that this provides three months for the Council and staff to figure out alternate funding for the roads.

Mayor Kuzma commented that when the Council goes through the budget process the new members may be surprised to see what the potential levy could be with the inclusion of roads.

Councilmember Woestehoff stated that he campaigned for the franchise fee as did the Mayor, therefore it was not a unanimous decision by residents against the franchise fee. He stated that is an obtuse comment. He stated that after the numbers are reviewed it is clear the City would spend significantly more on roads based on this inappropriate timing of making an amendment as the motion was being read to adopt the Strategic Plan. He stated that he looks forward to the debate and proving why the franchise fee makes the most sense. He stated that when a County Commissioner cannot get the details correct on what a franchise fee, he is unsure that all members of the Council understand what a franchise fee is.

Councilmember Howell commented that she understands the frustration and opposing views. She stated that it is a misnomer to state that people at the dais do not understand what a franchise fee is and did not appreciate that comment. She stated that she looks forward to seeing what can be accomplished.

Councilmember Musgrove commented that she has been looking through the recent resident survey and there was a question in 2018 and 2016 regarding this topic but it was then changed to ask how the City was doing with road repair. She stated that the rating from the residents continues to decline, and residents continue to express frustration that roads are not a priority. She stated that residents are paying a tax in the franchise fee for something that should be included in the levy.

Mayor Kuzma commented that he thinks the Council will find that this route will provide an expensive outcome. He stated that he has not heard any negative comments about the franchise fee since its implementation. He stated that placing the roads on the levy would result in bonding and additional interest the City would pay. He did not believe \$1,900,000 could be pulled from the budget without placing that on the levy.

Councilmember Musgrove commented that she believes the roads have been neglected.

Councilmember Specht commented that the vote has been passed and perhaps this discussion would be more appropriate in a future worksession.

#### **7.06: Appoint an Interim Deputy City Administrator and an Interim Community Development Director**

City Administrator Ulrich reviewed the staff report and recommendation to appoint Finance Director Lund as the Interim Deputy City Administrator and appoint City Engineer Westby as the Interim Community Development Director; both employees would receive a five percent wage increase effective June 23, 2021 through onboarding of the new Deputy City Administrator/Community Development Director.

Councilmember Howell commented that she is very supportive in having City Engineer Westby serve as the Interim Community Development Director but would not be supportive of having Finance Director Lund serve as Interim City Administrator. She commented that she would prefer to see City Administrator Ulrich remain as Administrator and delegate tasks as needed.

Mayor Kuzma noted that a backup needs to be designated in the case City Administrator Ulrich is not present.

Councilmember Musgrove asked if there could be someone that temporarily fills the duties when City Administrator Ulrich is on vacation without appointment.

City Administrator Ulrich commented that there does not have to be a wage increase, as that is at the discretion of the council, but a Deputy should be appointed for legal reasons to allow document signing. He commented that he believes the compensation is appropriate but discretionary. He noted that Finance Director Lund has played this role in the past and therefore supports the recommendation.

Councilmember Riley commented that it would be important to have someone appointed in the interim and Finance Director Lund has filled this position in the past and therefore has the

experience and is qualified. He believed the appointment is appropriate. He asked why Councilmember Howell objects.

Councilmember Howell commented that she was hoping not to take away from Finance Director Lund's regular duties.

Councilmember Heineman commented that it would legally make sense to have someone available legally to sign the papers and believed the compensation is fair.

Councilmember Specht asked if Finance Director Lund would feel overburdened with these additional duties.

City Administrator Ulrich stated that he has spoken with Finance Director Lund, and she is willing to take on the additional duties.

Motion by Councilmember Riley, seconded by Councilmember Heineman, to appoint the following interim roles, including a five percent pay increase to both employees' pay, effective June 23, 2021:

- Appoint Finance Director, Ms. Diana Lund, as the Interim Deputy City Administrator; and
- Appoint City Engineer, Mr. Bruce Westby, as the Interim Community Development Director.

Further discussion: Councilmember Musgrove asked if there would be any vacations arising where City Administrator Ulrich and Finance Director Lund would be out at the same time. City Administrator Ulrich commented that he does not anticipate that and commented they will attempt to avoid that situation.

Motion carried. Voting Yes: Mayor Kuzma, Councilmembers Riley, Heineman, Howell, Musgrove, Specht, and Woestehoff. Voting No: None.

## **8. MAYOR, COUNCIL AND STAFF INPUT**

City Administrator Ulrich announced upcoming meetings and events.

City Administrator Ulrich commented that Deputy City Administrator Gladhill began with the City of Ramsey as a part-time public works employee in 2001 and has served a variety of positions with the City through the years. He presented him with a plaque thanking him for his dedicated years of service to the City of Ramsey and wished him well.

Mayor Kuzma stated that it has been a pleasure to work with Deputy City Administrator Gladhill for the past nine years.

Deputy City Administrator Gladhill commented that he enjoyed his time with Ramsey and while it is bittersweet to leave, he will always cherish the memories he has.

Councilmember Specht commented that Ramsey Storage hosted a great community event and donated funds to the police, fire, and Hope for Youth organization.

## 9. ADJOURNMENT

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

Motion carried.

The regular meeting of the City Council adjourned at 7:56 p.m.

Respectfully submitted,

---

Kurtis G. Ulrich  
City Administrator

ATTEST:

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Katie M. Schmidt  
Deputy City Clerk

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)  
<<http://www.qctv.org>>. Recordings are available for 36 months after the date of the meeting.

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

The Ramsey City Council conducted a City Council Work Session on Tuesday, June 22, 2021, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present: Mayor Mark Kuzma  
Councilmember Ryan Heineman  
Councilmember Chelsee Howell  
Councilmember Debra Musgrove  
Councilmember Chris Riley  
Councilmember Dan Specht  
Councilmember Matt Woestehoff

Also Present: City Administrator Kurtis Ulrich  
Finance Director Diana Lund  
Administrative Services Director Colleen Lasher  
Deputy City Administrator Timothy Gladhill  
City Engineer Bruce Westby  
Public Works Superintendent Grant Riemer

**1. CALL TO ORDER**

Mayor Kuzma called the City Council Work Session to order at 5:36 p.m.

**2. TOPICS FOR DISCUSSION**

**2.01: Review Bonding Opportunities for Water Treatment Plant**

Finance Director Lund reviewed the staff report.

Stacie Kvilvang, Ehlers, stated that interest rates are low right now which means that borrowing money has a lower cost. She stated that multiple options for financing were provided for the Water Treatment Plant. She explained that if the City bonded for the project with these lower interest rates, it would provide the City with additional flexibility for financing in the future when rates may be higher to ultimately provide a better cost savings. She reviewed the different financing options included within her memorandum.

Councilmember Specht asked if the City has any large projects anticipated within the next five to ten years.

Finance Director Lund stated that development projects come forward that request sewer and water extensions which are not included in the City's plan.

Deputy City Administrator Gladhill provided details on the three development areas that are in the works or could come forward in the future along with potential costs for sewer and water extensions.

Finance Director Lund commented that sewer and water funds could be loaned to respective needs as well and therefore would not have to only be used on sewer and water projects.

Councilmember Musgrove asked if any of the mentioned development projects would qualify for TIF funds.

Deputy City Administrator Gladhill commented that as it stands today, no.

Councilmember Musgrove asked for clarity on infrastructure costs.

Deputy City Administrator Gladhill commented that trunk sewer and water costs are the responsibility of the City and can be recouped through development costs. He commented that the City should have cash on hand to complete those projects so that the costs do not have to be bonded for.

Councilmember Musgrove referenced the CARES Act funds and whether water needs could be funded through those funds.

Finance Director Lund commented that the American Rescue Plan Funds can be used for water treatment plants and sewer and water connections. She stated that she does have those funds slated for the Water Treatment Plant but noted that only covers a portion of the cost. She explained that bonding for a portion of the Water Treatment Plant project at the lower rates today, would provide the City with the ability to have additional cash on hand for future projects.

Councilmember Riley commented that all the scenarios show the American Rescue Plan Funds accounted for within the Water Treatment Plant funding.

Mayor Kuzma asked if there are additional funds the City will need to contribute towards the Highway 10 project.

Finance Director Lund commented that currently the City has \$2,000,000 allocated from MSA and \$2,000,000 allocated from the PIR fund. She stated that bonding today would preserve additional opportunities for financing in the future.

Councilmember Riley asked the level of debt the enterprise fund could service without increases to the water fees.

Finance Director Lund replied that the City has enough in the fund to cover the entire cost without increasing the water fees but that would drain the balance down to a low point which perhaps could not cover a future project.

Ms. Kvilvang commented that the utilities are the enterprise funds which generate revenue, and most cities use those funds for internal borrowing which avoids paying interest to an outside vendor. She stated that if the City spends down all its cash, it may need to increase the utility fees in the future in order to build those balances back up.

Councilmember Riley commented that while it seems that this is a good opportunity, he would caution against mixing money. He noted that these funds have been set aside for a specific purpose.

Finance Director Lund clarified that the intent tonight was simply to present some options for the Council to think about as this moves forward.

City Administrator Ulrich noted that the Council will discuss the American Rescue Plan Funds in July. He noted that this discussion could be parked for the time being and come back at that time.

Councilmember Musgrove commented that she would not be in favor of bonding as these funds have been set aside for this purpose and would be replenished by future water fees.

Councilmember Heineman agreed that the funds have already been set aside for this and would not be in favor of bonding for additional funds when the City has the funds available.

## **2.02: Discuss the Interview Panel and Process for the Deputy City Administrator/ Community Development Director Recruitment**

City Administrator Ulrich reviewed the staff report.

Councilmember Heineman stated that at the last discussion there was dialogue as to whether this would be one position or two but was unsure if there was consensus.

City Administrator Ulrich stated that there was not consensus but there was agreement to advertise the position as recommended as one position.

Mayor Kuzma commented that the direction was to move forward and then make the decision based on the qualifications of the applicants.

Councilmember Heineman commented that he felt that there should be clarity before this moves forward.

Councilmember Musgrove commented that someone is applying to the position as listed and therefore feels there should be clarity. She stated that when she reviewed the minutes there were three Councilmembers that voiced comments against listing the positions jointly.

Mayor Kuzma commented that the position has already been advertised as directed by the Council at the last meeting. He noted that some applications have already been received.

City Administrator Ulrich stated that he agrees that it is probably not a good idea to advertise something and then change direction at a later date. He stated that the City has done that in some positions when the candidates did not meet the full qualifications and therefore a downgraded position was offered. He confirmed that the position has been advertised. He noted that the posting could be changed but it could cause confusion. He believed that there are good opportunities to hire someone that could fill the position but recognized that there could be some challenges.

Councilmember Specht commented that he thought the Council had decided that the pay rate would be the same but that the advertising would be just for the Community Development Director at this time and make the decision on the Deputy City Administrator at a later time.

Councilmember Heineman commented that he recalled it in that manner as well.

Councilmember Howell commented that she sent an email to City Administrator Ulrich related to the position. She asked if the first round of interviews would provide a value of one vote to each person on the panel as to whom would move onto the second round.

City Administrator Ulrich stated that it would be a panel consensus of the candidates that would provide the Council with some feedback to make its decision. He noted that the different members involved would provide different perspectives that would help the Council to make its decision.

Councilmember Riley stated that there was discussion on breaking the position into two jobs, but the final decision was to support the posting as presented at the meeting. He stated that three to six candidates are chosen and therefore he did not believe that voting points were needed for the panel interviews.

Councilmember Howell commented that she did not have much clarification on the first interview round as to whether it would be consensus or whether the decision was more weighted towards the opinion of the City Administrator and/or members of the Council.

Mayor Kuzma commented that the City Administrator and staff work with the position on a daily basis and therefore would provide a good perspective. He believed that the Councilmembers involved would be a part of the process, but he would rely on the opinions of staff as well.

Councilmember Woestehoff stated that in the process, if the interview has a quorum of Council, the discussion would become public record. He stated that it seems that anonymity is important for the candidates in the early stages so that it is not public record that someone applied for the position. He stated that he would not have a problem with two or three members of the Council participating in the early stages but would caution against having too many members involved where the anonymity of the candidates would not be protected.

Councilmember Howell stated that she would like it made possible for any Councilmember interested to read through the applications and submit a recommendation for an interview. She stated that she would also like three Councilmembers part of the first round of interviews with the City Administrator and department heads involved in an advisory function. She stated that she

would want the decision to be of the Councilmembers involved as to whether a candidate moves forward in the interview process.

Councilmember Heineman asked if there is an idea of the number of applicants the City could receive.

Administrative Services Director Lasher stated that at the last discussion she estimated that 15 to 25 qualified applicants could be received, meaning that the minimum qualifications are met. She stated that to date the City has received six applications that meet the minimum requirements with some applicants located out of state. She referenced the proposed interview process which states that all qualified candidates that meet the minimum requirements would advance to an interview and that is the process she would recommend, unless a huge number of applications are received.

Councilmember Specht commented that it would be good to make anyone that applies available for the Council to review.

City Administrator Ulrich commented that if the applications were opened to everyone, information would need to be redacted in order to protect the anonymity of the applicant.

Administrative Services Director Lasher commented that names would need to be redacted along with other items that may be identifiable to members of the public.

Councilmember Heineman commented that he would agree with the recommendation of staff as to whether an applicant meets the minimum qualifications to move forward to the first round of interviews. He stated that the panel will have three Councilmembers but more than three members of staff and therefore panel consensus could be reached without the support of the Councilmembers involved in the panel. He asked if perhaps the Councilmembers involved in the panel could nominate applicants to the second round if consensus is not supported fully.

City Administrator Ulrich commented that if all three members of the Council agree, they could support an additional candidate moving forward. He stated that at the end of the day, the Council will be the only ones with votes on the final candidate and therefore it makes sense that if the three Councilmembers agree, that candidate could move forward to round two. He stated that generally there tends to be consensus of all involved on the panel.

Administrative Services Director Lasher commented that this takes a lot of time and energy and is a very deserving process for the time. She stated that if the panel feels that seven or eight candidates should move forward to round two, she would support that and feel its worthy of the time. She did not believe that the group should be boxed in to three to six candidates if there is a deep well of people. She noted that sometimes a candidate does very well in the first round of interview but does not do well in the second round, which is very telling.

Councilmember Howell stated that she felt that her recommendation would help to support staff explaining why a candidate would be better for the position, which would help her to better understand.

City Administrator Ulrich commented that the panel could be the three Councilmembers with the other staff members involved in an ex officio role to provide input. He reviewed the recommended members that would be involved outside of the Council.

Councilmember Musgrove commented that she likes that idea and believed it is important for the Council to have advisory input. She asked if the process would be similar to Commission members, where there is a set of questions asked to each candidate.

City Administrator Ulrich stated that the input will come out in the discussion after the interview as to what people liked or did not like. He noted that the questions would also be flexible depending upon the qualifications of the candidate.

Councilmember Musgrove asked if there is criteria as to how candidates would be advanced to the next round or whether that was based on the recommendations of the panel.

City Administrator Ulrich stated that there are not criteria developed but confirmed it would be similar to the Commission interviews where the panel ranks their top three and then discusses the candidates.

Councilmember Musgrove asked if the position would be announced for both positions and whether the candidate would start in both positions or begin in one positions and transition to both.

City Administrator Ulrich stated that the intention would be the candidate would begin in both roles to provide a full grasp of the duties. He stated that he did have a conversation with a Councilmember today that this position would not necessarily have to be his heir, the Council would still have the decision whether to promote the Deputy or go out for new applicants when he leaves his position.

Councilmember Heineman suggested that this move forward as outlined. He stated that if two of the three Councilmembers involved in the first round of interviews believe a candidate should move forward, that candidate should move forward.

Mayor Kuzma agreed that was the consensus reached.

Councilmember Musgrove asked if there would be more weight to the opinion of the Councilmembers compared to the staff members involved in the interview panels.

Councilmember Heineman commented that the ability for the Council to move candidates forward would forgo the need for a decision on that element and it could move forward as proposed.

Councilmember Howell asked if there is consensus of the Council that the staff members involved in the interview panel are involved in an ex officio role.

City Administrator Ulrich summarized the consensus that if two of the three members of the Council involved in the interview panel agree, they could advance a candidate forward to the

second round. The make up of the panel and process outlined in the staff report was also agreed upon.

### **2.03: Discussion Regarding Non-Union Compensation**

Administrative Services Director Lasher reviewed the staff report.

Councilmember Musgrove asked for clarification on rows five, six and seven related to the decrease in steps but increase in salary.

Administrative Services Director Lasher provided additional clarification on those rows along with additional information within the report.

Councilmember Riley asked for information on the comparisons that were reviewed from other communities.

Administrative Services Director Lasher explained the data that she used for the comparison information. She stated that the City is currently out of compliance with a score in the 60s and it must rank at 80 or above. She provided additional details on the steps the City must take in order to come into compliance with pay changes effective July 7<sup>th</sup>. She stated that if the changes are made after July 7<sup>th</sup>, it would need to be retroactive to that date and noted that additional penalties can be incurred as well.

Councilmember Musgrove asked if there is a pool of cities that staff has to pick from in order to complete the report. She stated that Ramsey is unique in that it does not receive LGA while some other communities do receive that funding. She stated that some positions have more cities to look at for similar positions while others do not.

City Administrator Ulrich stated that there are two distinct issues, and one is pay equity. He stated that LGA does not relate to pay equity. He stated that pay equity compares what it pays an employee with a certain number of points against another employee with similar points to ensure that employees are paid fairly regardless of gender or other elements. He stated that the pay equity issue is separate from the market issue. He stated that this is a good solution and complimented Administrative Services Director Lasher for finding a solution at a cost of \$10,000, which would put the City into compliance for the next three years.

Councilmember Woestehoff stated that the supporting data is about the market but what needs to be done relates to equity internally. He stated that this is well thought out and a good solution to a complicated issue of compliance. He stated that this is a reasonable solution. He noted that the other data simply shows that the City is not necessarily at market rate for the positions.

Councilmember Heineman asked if these are just the female occupied positions.

Administrative Services Director Lasher commented that these are the female occupied non-union positions.

Councilmember Heineman stated that this shows that the City is not consistent in the market and would support the increases. He stated that he would also support an overall review of all employees to make Ramsey more competitive as the employees should be fairly compensated.

Administrative Services Director Lasher asked if there is consensus to submit the report to pay equity as proposed.

Councilmember Riley stated that this decision for \$10,000 this year would be compounded in future years and therefore it is a decision that has a larger impact. He commented that he does not see Ramsey as out of the range, although it falls under the average. He stated that he does not support this right now because he does not feel there is enough information.

Councilmember Musgrove commented that she would like clarification on the dates. She stated that she does not like this as it is not fair market driven and is more policy driven. She referenced the July 7<sup>th</sup> date and asked if there would be an additional pay increase January 1<sup>st</sup> and again July 7<sup>th</sup> in 2022.

Administrative Services Director Lasher commented that this would be a new pay scale put into effect July 7<sup>th</sup>. She stated that if the person were still in their position July 7, 2022 they would move to the next step. She stated that COLA increases would occur in January while step increases would occur in July.

Councilmember Woestehoff commented that he understands that the City should review this from a market perspective, but this data shows that a female with the same number of points as a male employee is being paid less.

Councilmember Musgrove commented that her understanding was that a male working in maintenance would be compared to a female working in the office. She commented that it would make more sense to compare similar positions rather than male and female employees in different positions. She stated that she would prefer to pay someone based on the market value.

Councilmember Riley stated that Ramsey has been good for a number of years and has not had a pay equity problem until the change to compensation for firefighters.

Administrative Services Director Lasher commented that when she ran the 2021 equity report, because the City is on duty crews those firefighters no longer meet the criteria to be included in the pay equity report. She stated that when she reran prior year's reports removing the firefighters in a similar manner, the City would have failed those reports as well. She stated that Ramsey has been passing because the firefighter wages put that ratio above 80 percent and without them the rating drops and the City does not pass. She commented therefore this issue has existed but was hidden by including those positions.

Councilmember Howell asked the additional clarification the Councilmembers felt they would need.

Councilmember Riley stated that he does not understand how the State has control over the non-union employees. He stated that he did not understand how the firefighters factored into this and how things have changed when the increases have remained the same. He noted that has been explained but is not comfortable with how a fair market range is determined by the State.

Mayor Kuzma asked when a decision is needed.

Administrative Services Director Lasher replied that she needs to submit a compliant report by August 7<sup>th</sup> which must include a plan to pay. She stated that if the report submitted is noncompliant there may be a second chance. She referenced a comment related to pay equity for non-union employees versus union employees. She stated that the non-union issue needs to be resolved or the union issue would need to be negotiated.

Councilmember Heineman asked if these comparisons are also occupied by females.

Administrative Services Director Lasher commented that she is unaware of whether a male or female holds the position in other cities.

Councilmember Heineman commented that while he also is not a fan of the State dictating how people must be paid, he also believes employee compensation is important. He noted that there are some positions which fall under most other communities.

Councilmember Musgrove asked if this solution would address the issue for all employees or whether additional negotiation would be needed with the union.

Administrative Services Director Lasher confirmed that if the report is approved, it would solve the issue of pay equity. She stated that the union could still bring up the market value rates for certain positions but that would be part of the negotiation process.

Mayor Kuzma confirmed that there is not consensus of the Council at this time, and this should come back to the next worksession.

**2.04: Discussion Regarding Union Contract Negotiations for AFSCME, LELS-Patrol, LELS-Sergeants & LELS-Captains (Discussion Closed to the Public)**

There was not time to review this item.

**2.05: Review and Discuss Remote Attendance Policy**

There was not time to review this item.

**3. TOPICS FOR FUTURE DISCUSSION**

**3.01: Review Future Topics/ Calendar**

There was not time to review this item.

**4. MAYOR / COUNCIL / STAFF INPUT**

There was not time to review this item.

**5. ADJOURNMENT**

The Work Session of the City Council was adjourned at 6:56 p.m.

Respectfully submitted,

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Kurtis G. Ulrich  
City Administrator

ATTEST:

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Katie M. Schmidt  
Deputy City Clerk

Drafted by Amanda Staple  
*TimeSaver Off Site Secretarial, Inc.*

**CC Regular Session**

**5.3.**

**Meeting Date:** 07/13/2021

**By:** JoAnn Shaw, Community Development

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**Information**

**Title**

Approve Rental Licenses

**Purpose/Background:**

Purpose: The purpose of this case is to approve rental license requests for 2021.

Background: Detached Single-Family Homes and Attached Single-Family Homes (townhomes, duplexes, etc.) are required to obtain a license (registration), but are not subject to inspections (unless the City has sufficient evidence of a violation of City Code).

Multi-Family Units (apartments, condos, etc.) are subject to the license and inspection program as required by code.

License application requests are attached for Council approval.

**Recommendation:**

Staff recommends approval of license applications.

**Action:**

Motion to approve rental license applications.

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**Attachments**

Rental License Applications

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**Form Review**

**Inbox**

Kurt Ulrich

Form Started By: JoAnn Shaw

Final Approval Date: 07/07/2021

**Reviewed By**

Kurt Ulrich

**Date**

07/07/2021 11:34 AM

Started On: 06/24/2021 03:52 PM

Report Name: License Report - License Types  
Council Dates: 7/13/2021 to 7/13/2021  
Status: Active, Inactive  
License Type(s): Multi-Family Rental, Rental

## City of Ramsey License Report - License Types

Printed: 7/7/2021  
Page: 1

<u>Company</u>	<u>Applicant</u>	<u>Location</u>	<u>Complex</u>	<u>Exp. Date</u>	<u>Council Date</u>	<u>Status</u>
<b>Rental</b>						
Julie Gauderman		6956 139th Ave NW		7/24/2024	7/13/2021	A
Brigham Ploof		6976 139th Ave NW		7/24/2024	7/13/2021	A
Brian Manning		7023 139th Ave NW		7/24/2024	7/13/2021	A
Properties by Jsun, Inc.		7043 139th Ave NW		7/24/2024	7/13/2021	A
E A Investments Inc.		7098 139th Ave NW		7/24/2024	7/13/2021	A
HPA US1, LLC		5581 154th La NW		7/24/2024	7/13/2021	A
HPA US1, LLC		14720 Neon St NW		7/24/2024	7/13/2021	A
Properties by Jsun, Inc.		6928 Riverdale Dr NW		7/24/2024	7/13/2021	A
Tim Voeller		6938 Riverdale Dr NW		7/24/2024	7/13/2021	A

**Rental License Count: 9**

**Total Licenses: 9**

**CC Regular Session**

**5. 4.**

**Meeting Date:** 07/13/2021

**Submitted For:** Sean Sullivan, Community Development

**By:** Wendy Schlueter, Community Development

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**Information**

**Title**

Approve Business Licenses

**Purpose/Background:**

**Purpose:**

To obtain City Council approval of various license requests.

**Background:**

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

**Recommendation:**

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

**Action:**

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

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**Attachments**

Business License Applications

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**Form Review**

<b>Inbox</b>	<b>Reviewed By</b>	<b>Date</b>
Sean Sullivan	Sean Sullivan	07/07/2021 08:36 AM
Bruce Westby	Bruce Westby	07/07/2021 01:15 PM
Kurt Ulrich	Kurt Ulrich	07/07/2021 01:59 PM
Form Started By: Wendy Schlueter		Started On: 07/06/2021 02:25 PM
Final Approval Date: 07/07/2021		

Report Name: License Report - License Types

Council Dates: 7/13/2021 to 7/13/2021

Status: Active, Inactive

License Type(s): 3.2 Beer Off-Sale, 3.2 Beer On-Sale  
Temporary, Liquor 2 A.M. Closing, Liquor Off-Sale,  
Liquor On-Sale, Liquor On-Sale Sunday, Temporary  
Intoxicating, Wine On-Sale, Amusement Center,  
Amusement Devices/Billiard Tables, Business License-1st  
Year, Business License-Renewal, Garbage Haulers,  
Pawnbroker, Multi-Family Rental, Second Hand Goods  
Dealer, Special Events, Temporary  
Amusement/Carnival/Circus, Therapeutic Massage  
Establishment, Therapeutic Massage Therapist, Tobacco,  
Transient Merchant/Peddler/Solicitor

# City of Ramsey License Report - License Types

Printed: 7/6/2021

Page: 1

<u>Company</u>	<u>Applicant</u>	<u>Location</u>	<u>Complex</u>	<u>Exp. Date</u>	<u>Council</u> <u>Date</u>	<u>Status</u>
<b>Transient Merchant/Peddler/Solicitor</b>						
Thai 1 On Limited	Wariya Thompson	14601 Ramsey Blvd NW	Connexus Energy	12/31/2021	7/13/2021	A

**Transient Merchant/Peddler/Solicitor License Count: 1**

**Total Licenses: 1**

**CC Regular Session**

**5. 5.**

**Meeting Date:** 07/13/2021

**By:** Jackie Lipski, Finance

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**Information**

**Title**

Adopt Resolution #21-189 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of June 17, 2021 through July 7, 2021

**Purpose/Background:**

Adopt Resolution #21-189 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of June 17, 2021 through July 7, 2021.

**Recommendation:**

Staff Recommends to Adopt Resolution #21-189 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of June 17, 2021 through July 7, 2021.

**Action:**

Motion to Adopt Resolution #21-189 Approving Cash Disbursements Made and Authorizing Payment of Accounts Payable Invoicing Received During the Period of June 17, 2021 through July 7, 2021.

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**Attachments**

Bills List 7/13/2021

Resolution 7/13/2021

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**Form Review**

**Inbox**

Diana Lund

Kurt Ulrich

Form Started By: Jackie Lipski

Final Approval Date: 07/07/2021

**Reviewed By**

Diana Lund

Kurt Ulrich

**Date**

07/07/2021 01:34 PM

07/07/2021 02:15 PM

Started On: 07/07/2021 01:11 PM

<b>RAMSEY CITY COUNCIL MEETING</b>
<b>7/13/2021</b>
<b>BILLS LIST</b>

**DISBURSEMENTS TO BE APPROVED THIS MEETING:**

DISBURSEMENT TYPE:	<u>SUBMITTED FOR APPROVAL</u>
Purchase Journal:	
Prepays 6/17/2021-7/7/2021	1,231,777.51
Accounts Payable 6/17/2021-7/7/2021	358,377.29
Payroll 6/25/2021	213,258.75

**TOTAL SUBMITTED FOR APPROVAL THIS MEETING**  
(Invoices Available for Reviewal)

**\$ 1,803,413.55**

	<u>APPROVED PREV. MTG</u>	<u>2021 Y.T.D.</u>
<b><u>DISBURSEMENTS PREVIOUSLY APPROVED AND PAID:</u></b>		
NET PAYROLL TOTAL	\$ 192,241.19	\$ 2,375,584.74
- CORRECTION TO PAYROLL		
PREPAIDS	292,200.63	4,917,731.82
- PREPAID ADJUSTMENTS		
WIRE TRANSFERS FOR DEBT SERVICE		344,048.14
- CORRECTION TO D.S.		
<b>ACCOUNTS PAYABLE INVOICING - PREVIOUS MEETING:</b>		
- BILLS LIST SUBMITTED	278,411.35	3,675,801.32
ADD (DELETE) BILLS LIST SUBMITTED		
PAY ESTIMATE(S)	1,887,278.77	7,626,392.40
- CHECKS VOIDED	0.00	0.00
<b>TOTAL CASH DISBURSEMENTS PREVIOUSLY APPROVED</b>	<b>\$ 2,650,131.94</b>	<b>\$ 18,939,558.42</b>

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

6/17/2021 -- 12/31/2021

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
112795	6/17/2021		<b>100012 ACE SOLID WASTE INC</b>						
		163.24	MISC PW/RECYCLE ACCTS		107573	6913602	0311.6374		REFUSE/RECYCLING
		493.02	MISC PW/RECYCLE ACCTS		107573	6913602	0452.6374		REFUSE/RECYCLING
		254.32	MISC PW/RECYCLE ACCTS		107573	6913602	0194.6374		REFUSE/RECYCLING
		54.41	MISC PW/RECYCLE ACCTS		107573	6913602	9601.6374		REFUSE/RECYCLING
		54.41	MISC PW/RECYCLE ACCTS		107573	6913602	9602.6374		REFUSE/RECYCLING
		433.96	MISC PW/RECYCLE ACCTS		107573	6913602	9604.6249		MISCELLANEOUS OPER/
		145.68	MISC PW/RECYCLE ACCTS		107573	6913602	9604.6249		MISCELLANEOUS OPER/
		54.42	MISC PW/RECYCLE ACCTS		107573	6913602	9605.6374		REFUSE/RECYCLING
		118.93	FIRE STATIONS JUNE 21		107574	6920369	0220.6374		REFUSE/RECYCLING
		<u>1,772.39</u>							
112796	6/17/2021		<b>100948 ANOKA COUNTY LICENSE CENTER</b>						
		931.57	REG/PLATES 618 FELLING TRL		107575	061721	0311.6580		OTHER EQUIPMENT
		<u>931.57</u>							
112797	6/17/2021		<b>118599 CENTRAL BANK</b>						
		35.84	REFUND ESCROW BAL 114997		107585	114997	9804.6433	00114997	REFUNDS
		<u>35.84</u>							
112798	6/17/2021		<b>118601 DEJARLAIA, JOLENE</b>						
		222.53	REFUND ESCROW BAL 115831		107586	115831	9804.6433	00115831	REFUNDS
		<u>222.53</u>							
112799	6/17/2021		<b>107274 G L BERG ENTERTAINMENT</b>						
		200.00	DEP 21 HAPPY DAYS		107587	061521	0296.6249		MISCELLANEOUS OPER/
		<u>200.00</u>							
112800	6/17/2021		<b>118600 GAY, MARILYN OR DEBBIE HAWKINS</b>						
		798.53	REFUND ESCROW BAL 115519		107588	115519	9804.6433	00115519	REFUNDS
		<u>798.53</u>							
112801	6/17/2021		<b>118604 LANDBORG, TIMOTHY</b>						
		5,000.00	REF LAND ESC 9084 173RD AVE NW		107589	061721	9252.1155.1		MANUAL-ACCOUNTS REI
		1,500.00	REF ERO ESC 9084 173RD AVE NW		107590	061721A	9804.6433	00117312	REFUNDS
		<u>6,500.00</u>							
112802	6/17/2021		<b>117686 LENDSERV</b>						
		149.83	UB REF 5200 149TH LN NW		107591	061721	9601.4651		WATER REVENUE
		<u>149.83</u>							
112803	6/17/2021		<b>118602 NEISS, LINDA</b>						
		571.29	REFUND ESCROW BAL 116466		107594	116466	9804.6433	00116466	REFUNDS
		<u>571.29</u>							
112804	6/17/2021		<b>118603 SILHANEK, RAYMOND</b>						
		140.34	REFUND ESCROW BAL 115931		107595	115931	9804.6433	00115931	REFUNDS
		<u>140.34</u>							
112852	6/24/2021		<b>118607 ACE SOLID WASTE WENCK ASSOCIATES</b>						
		3,614.67	REFUND ESCROW BAL. 116829		107607	116829	9804.6433	00116829	REFUNDS
		<u>3,614.67</u>							
112853	6/24/2021		<b>100031 ANOKA COUNTY</b>						
		189.00	FEES OUTLOT C/D SWEET BAY RDG		107608	062221	9805.6315		MISCELLANEOUS PROFE
		<u>189.00</u>							

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

6/17/2021 -- 12/31/2021

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
112853	6/24/2021		100031 ANOKA COUNTY						Continued.
112854	6/24/2021		100031 ANOKA COUNTY						
		52.65	FEES OUTLOT A NORTHFORK ALPINE		107609	062121	9805.6315		MISCELLANEOUS PROFE
		52.65							
112855	6/24/2021		100948 ANOKA COUNTY LICENSE CENTER						
		282.95	REG/TAX/PLATES 2021 H&H TRAILER		107610	062321	0452.6249		MISCELLANEOUS OPERA
		282.95							
112856	6/24/2021		100050 ANOKA HENNEPIN ISD 11						
		33,135.41	REFUND ESCROW BAL 115884		107611	115884	9804.6433	00115884	REFUNDS
		33,135.41							
112857	6/24/2021		111377 ANOKA MUNICIPAL UTILITY						
		69.49	CTY RD 116/HWY 47 SIGNAL		107612	22-613120-01 MAY 21	0260.6371		ELECTRIC UTILITIES
		52.57	BUNKER LK BLVD/DYSPOSIUM		107613	22-612000-01 MAY 21	0260.6371		ELECTRIC UTILITIES
		49.85	14034 DYSPOSIUM ST		107614	22-610280-00 MAY 21	9603.6371		ELECTRIC UTILITIES
		88.80	RAMSEY STREET LIGHTS		107615	22-990005-01 MAY 21	9603.6371		ELECTRIC UTILITIES
		260.71							
112858	6/24/2021		100297 CENTERPOINT ENERGY						
		52.49	6745 HIGHWAY 10 NW		107618	6776401-9 MAY 21	9410.6373	00041001	GAS
		55.48	6701 HIGHWAY 10 NW		107619	6011580-5 MAY 21	9410.6373	00041012	GAS
		1,200.29	7550 SUNWOOD DR NW		107620	6702493-5 MAY 21	0194.6373		GAS
		88.59	14515 E TOWN CENTER DR		107621	8782239-1 MAY 21	9601.6373		GAS
		1,396.85							
112859	6/24/2021		100111 COMMERCIAL ASPHALT COMPANY						
		766.75	ASPHALT		107622	210615	0311.6265		ASPHALT
		17.17	DISCOUNT		107622	210615	0311.6265		ASPHALT
		749.58							
112860	6/24/2021		106583 DELTA DENTAL PLAN OF MINNESOTA						
		3,620.90	JULY 2021 DENTAL INS		107623	RIS0003548024	9101.2170		DENTAL/DISABILITY/LIFE
		3,620.90							
112861	6/24/2021		118611 DELTA MOD TECH						
		700,000.00	REF PART SURETY 117208		107624	117208	9804.6433	00117208	REFUNDS
		700,000.00							
112862	6/24/2021		118610 GREENWAY TERRACE - AEON						
		12,983.56	REF ESCROW BAL. 115750		107626	115750	9804.6433	00115750	REFUNDS
		12,983.56							
112863	6/24/2021		118222 GREINER, JUSTIN						
		14.00	2020 FRANCHISE FEE REBATE		107625	062321	9435.6433		REFUNDS
		14.00							

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

6/17/2021 -- 12/31/2021

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description
112863	6/24/2021		118222 GREINER, JUSTIN						Continued.
112864	6/24/2021		115574 HEALTHPARTNERS						
		66,853.50	JULY 21 HEALTH INS		107628	105492897	9101.2176		LIFE/HEALTH-EMPLOYEE
		66,853.50							
112865	6/24/2021		118609 JOHNSON, MICHAEL						
		636.77	REFUND ESCROW BAL 115699		107630	115699	9804.6433	00115699	REFUNDS
		636.77							
112866	6/24/2021		118472 LENHART, KEVIN						
		1,530.00	JUNE 24, 2021-DRAW CONCERT		107631	062321	9270.6315		MISCELLANEOUS PROFE
		1,530.00							
112867	6/24/2021		100391 POSTMASTER						
		1,875.67	POSTAGE JULY/AUG 21 RESIDENT		107632	062221	0195.6322		POSTAGE
		1,875.67							
112868	6/24/2021		117544 QUADIENT FINANCE USA INC						
		2,000.00	POSTAGE # 7900044034448047		107633	062121	9101.1551		POSTAGE METER DEPOS
		2,000.00							
112869	6/24/2021		100422 REGISTERED ABSTRACTERS INC						
		365.00	RE: LOT A NORTHFORK ALPINE ADD		107634	062221	9805.6315		MISCELLANEOUS PROFE
		365.00							
112870	6/24/2021		115972 ROBINSON, SCOTT						
		1,535.50	JULY/AUG 21 RAMSEY RES ADS		107639	062321	9101.4609		OTHER MISCELLANEOUS
		1,535.50							
112871	6/24/2021		118608 STOHL JOHNSON, CHRISTY						
		155.00	REFUND DAMAGE DEP		107629	061721	9804.1160		KEY & DAMAGE DEPOSIT
		155.00							
112872	6/24/2021		118127 THE CINCINNATI FINANCIAL CORPORATION						
		6,944.00	POLICY 0591842		107635	1000548229 JULY 21	9438.6520	00202007	BUILDINGS & STRUCTUR
		6,944.00							
112873	6/24/2021		114270 WENCK ASSOCIATES INC						
		109.93	REFUND ESCROW BAL 116117		107637	116117	9804.6433	00116117	REFUNDS
		109.93							
112874	7/1/2021		117922 ADAM PRICE INC						
		1,500.00	REF ERO ESC 6146 RIVLYN AVE		107711	070121	9804.6433	00117598	REFUNDS
		1,500.00							
112875	7/1/2021		117623 BENDER, JESSICA						
		155.00	REF DAMAGE DEP		107713	062421	9804.1160		KEY & DAMAGE DEPOSIT
		155.00							
112876	7/1/2021		114496 BETHEL PROPERTIES LLC JOHN BUZICK						
		1,500.00	REF ERO ESC 7820 RIVERDALE DR		107714	070121	9804.6433	00115526	REFUNDS
		1,500.00							
112877	7/1/2021		114848 BROOKFIELD LLC						

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112877	7/1/2021		<b>114848 BROOKFIELD LLC</b>						Continued.
		4,674.94	REFUND ESCROW BAL 114635		107718	114635	9804.6433	00114635	REFUNDS
		<u>4,674.94</u>							
112878	7/1/2021		<b>100297 CENTERPOINT ENERGY</b>						
		49.80	15050 ARMSTRONG BLVD NW		107729	5914352-9 MAY 21	0220.6373		GAS
		169.51	5650 ALPINE DR NW		107730	5961540-1 MAY 2021	0220.6373		GAS
		<u>219.31</u>							
112879	7/1/2021		<b>117280 CENTRA HOMES</b>						
		9,000.00	REF LAND/DRIVE 14814 WILLEMITE		107731	070121	9252.1155.1		MANUAL-ACCOUNTS RE
		1,500.00	REF ERO ESC 14796 WILLEMITE ST		107732	070121A	9804.6433	00117774	REFUNDS
		1,500.00	REF ERO ESC 14814 WILLEMITE ST		107733	070121B	9804.6433	00117775	REFUNDS
		<u>12,000.00</u>							
112880	7/1/2021		<b>100116 CONNEXUS ENERGY</b>						
		835.42	16300 ST FRANCIS BLVD IRRIG		107734	444931-267449 JUNE 21	0452.6371		ELECTRIC UTILITIES
		<u>835.42</u>							
112881	7/1/2021		<b>118633 CWJ CONSTRUCTION INC</b>						
		100.00	REF HOME ESC 7454 149TH AVE NW		107719	070121	9804.6433	00117215	REFUNDS
		<u>100.00</u>							
112882	7/1/2021		<b>118651 ELLIS, MIKE</b>						
		217.81	REFUND ESCROW BAL 117169		107736	117169	9804.6433	00117169	REFUNDS
		<u>217.81</u>							
112883	7/1/2021		<b>100169 EMERGENCY APPARATUS MAINTENANCE INC</b>						
		740.36	WORK ON 567		107737	116508	0220.6388		OTHER VEHICLE REPAIR
		3,638.50	WORK ON 567		107738	116232	0220.6388		OTHER VEHICLE REPAIR
		947.38	WORK ON 567		107739	116139	0220.6388		OTHER VEHICLE REPAIR
		<u>5,326.24</u>							
112884	7/1/2021		<b>118643 FOSTER, ROBERT F</b>						
		173.99	WATER EFF GRANT PROGRAM		107740	063021	9601.6436		WATER EFFICIENCY REB
		<u>173.99</u>							
112885	7/1/2021		<b>118471 FREE AND EASY BAND</b>						
		1,530.00	JULY 1, 21 DRAW CONCERT BAL.		107741	063021	9270.6315		MISCELLANEOUS PROFE
		<u>1,530.00</u>							
112886	7/1/2021		<b>114957 G S LAND LLC</b>						
		580.31	REFUND ESCROW BAL 114649		107742	114649	9804.6433	00114649	REFUNDS
		<u>580.31</u>							
112887	7/1/2021		<b>106324 INSPECTRON INC</b>						
		1,820.00	APRIL 2021 SERVICES		107746	2021-063	0240.6315		MISCELLANEOUS PROFE
		<u>1,820.00</u>							
112888	7/1/2021		<b>118636 KAPSNER, RICHARD OR KAREN</b>						
		100.00	REF HOME ESC 8723 167TH LN NW		107747	070121	9804.6433	00117277	REFUNDS
		<u>100.00</u>							

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112889	7/1/2021		118344 KLECKNER THIELE, BEVERLY						Continued.
		35.00	2020 FRANCHISE FEE REBATE		107748	070121	9435.6433		REFUNDS
		<u>35.00</u>							
112890	7/1/2021		118654 LEE, RICHARD						
		16.33	REFUND ESC BAL 118014		107749	118014	9804.6433	00118014	REFUNDS
		<u>16.33</u>							
112891	7/1/2021		115328 LENNAR						
		6,574.61	REF ESC BAL 114681		107750	114681	9804.6433	00114681	REFUNDS
		1,500.00	REF ERO ESC 15839 PERIDOT		107751	070121	9804.6433	00117036	REFUNDS
		<u>8,074.61</u>							
112892	7/1/2021		111999 MEADOW CREEK BUILDERS INC						
		1,500.00	REF ERO ESC 5754 152ND LANE NW		107752	070121	9804.6433	00117468	REFUNDS
		<u>1,500.00</u>							
112893	7/1/2021		117588 MEDART INC						
		14.57	RECOIL-STIHL		107754	08156631	0311.6257		OTHER VEHICLE PARTS
		.15-	DISCOUNT		107754	08156631	0311.6257		OTHER VEHICLE PARTS
		121.00	DECK WHEEL/OIL FILTER		107755	08158545	0452.6257		OTHER VEHICLE PARTS
		1.21-	DISCOUNT		107755	08158545	0452.6257		OTHER VEHICLE PARTS
		<u>134.21</u>							
112894	7/1/2021		118635 MEKOSCH, MICKY						
		237.64	PARK PROJECT- RESIDENT VOL.		107753	062521	0452.6249		MISCELLANEOUS OPER/
		<u>237.64</u>							
112895	7/1/2021		118634 MICHELS CORPORATION						
		1,500.00	REF ROW PIPE INSTALL ALPINE		107757	070121	9804.6433	00115211	REFUNDS
		<u>1,500.00</u>							
112896	7/1/2021		116233 MN HOME VENTURE						
		8.13	UB REF 7560 149TH LN NW		107758	070121	9601.4651		WATER REVENUE
		<u>8.13</u>							
112897	7/1/2021		117983 MODERN CONSTRUCTION OF MINNESOTA INC						
		5,000.00	REF LAND ESC 8954 169TH AVE NW		107759	070121	9252.1155.1		MANUAL-ACCOUNTS RE/
		1,500.00	REF ERO ESC 8954 169TH AVE NW		107760	070121A	9804.6433	00117061	REFUNDS
		<u>6,500.00</u>							
112898	7/1/2021		114910 MOKSNES, GALEN						
		89.99	WATER EFF GRANT PROGRAM		107761	063021	9601.6436		WATER EFFICIENCY REB
		<u>89.99</u>							
112899	7/1/2021		112579 MONSERUD, SCOTT						
		100.00	REF HOME ESC 5725 180TH LN NW		107762	070121	9804.6433	00116919	REFUNDS
		<u>100.00</u>							
112900	7/1/2021		118640 NASTROM, GRETCHEN OR STEVE						
		199.99	WATER EFF GRANT PROGRAM		107763	063021	9601.6436		WATER EFFICIENCY REB
		<u>199.99</u>							
112901	7/1/2021		100351 NCPERS GROUP LIFE INS						
		512.00	JULY 2021 LIFE INS		107764	70480072021	9101.2170		DENTAL/DISABILITY/LIFE
		<u>512.00</u>							

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112901	7/1/2021		100351 NCPERS GROUP LIFE INS						Continued.
112902	7/1/2021		118652 NOBERG HOMES INC						
		7,000.00	REF LAND/DRIVE ESC 7041 166TH		107765	070121	9252.1155.1		MANUAL-ACCOUNTS RE
		1,500.00	REF ERO ESC 7041 166TH AVE		107766	070121A	9804.6433	00118041	REFUNDS
		<u>8,500.00</u>							
112903	7/1/2021		118642 PATRICK, REBECCA						
		105.61	WATER EFF GRANT PROGRAM		107767	063021	9601.6436		WATER EFFICIENCY REB
		<u>105.61</u>							
112904	7/1/2021		117211 PRECISION EXTERIORS LLC MN						
		1,500.00	REF ERO ESC 7053 166TH AVE NW		107768	070121	9804.6433	00117416	REFUNDS
		<u>1,500.00</u>							
112905	7/1/2021		118648 PROVANCE, KATHY						
		173.99	WATER EFF GRANT PROGRAM		107769	063021	9601.6436		WATER EFFICIENCY REB
		<u>173.99</u>							
112906	7/1/2021		118632 SAC WIRELESS LLC						
		7,732.91	REFUND ESCROW BAL 116250		107770	116250	9804.6433	00116250	REFUNDS
		<u>7,732.91</u>							
112907	7/1/2021		118639 SCHURRER, KRISTIN						
		155.00	REF DAMAGE KEY DEPOSIT		107772	063021	9804.1160		KEY & DAMAGE DEPOSIT
		<u>155.00</u>							
112908	7/1/2021		118641 SEMRAU, MARTIN OR CAROL						
		500.00	WATER EFF GRANT PROGRAM		107773	063021	9601.6436		WATER EFFICIENCY REB
		<u>500.00</u>							
112909	7/1/2021		100440 SHORT ELLIOT HENDRICKSON INC						
		34,649.48	WTP TRUNK MAIN IMP MAY 21		107774	406069	9601.1730	00202108	IMPROVEMENTS OTHER
		580.28	COR WETLAND MIT MAY 2021		107775	406291	9605.6315		MISCELLANEOUS PROFE
		<u>35,229.76</u>							
112910	7/1/2021		118653 ST CLAIR, MIKE OR SARAH						
		9.22	REFUND ESCROW BAL 117449		107771	117449	9804.6433	00117449	REFUNDS
		<u>9.22</u>							
112911	7/1/2021		118655 TEAM PACKAGING						
		306.52	REFUND ESCROW BAL 117749		107777	117749	9804.6433	00117749	REFUNDS
		<u>306.52</u>							
112912	7/1/2021		114782 THOMSEN, ERIC						
		1,500.00	REF ERO ESC 6210 GREEN VALLEY		107778	070121	9804.6433	00117203	REFUNDS
		<u>1,500.00</u>							
112913	7/1/2021		108522 TOTAL CONTROL SYSTEMS, INC						
		1,244.56	FLOATS/TRANSDUCER SUPPLIES		107779	9761	9602.6249		MISCELLANEOUS OPER/
		<u>1,244.56</u>							
1002637	6/18/2021		112663 CAPSTONE HOMES INC						
		1,500.00	REF ERO ESC 15172 WOLVERINE ST		107576	061721	9804.6433	00118171	REFUNDS
		1,500.00	REF ERO ESC 15136 WOLVERINE		107577	061721A	9804.6433	00118172	REFUNDS
		1,500.00	REF ERO ESC 15164 QUINTANA CT		107578	061721B	9804.6433	00118022	REFUNDS

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1002637	6/18/2021		<b>112663 CAPSTONE HOMES INC</b>						Continued.
		1,500.00	REF ERO ESC 15170 QUINTANA CT		107579	061721C	9804.6433	00118019	REFUNDS
		5,000.00	REF LAND ESC 15032 QUINTANA ST		107580	061721D	9252.1155.1		MANUAL-ACCOUNTS RE
		1,500.00	REF ERO ESC 15032 QUINTANA ST		107581	061721E	9804.6433	00117912	REFUNDS
		1,500.00	REF ERO ESC 8701 151ST AVE NW		107582	061721F	9804.6433	00118109	REFUNDS
		7,000.00	REF LAND/DRV 8701 151ST AVE		107583	061721G	9252.1155.1		MANUAL-ACCOUNTS RE
		1,500.00	REF ERO ESC 15153 QUINTANA CT		107584	061721H	9804.6433	00118047	REFUNDS
		<u>22,500.00</u>							
1002638	6/18/2021		<b>115261 LOHSE JOHNSON,LAURA</b>						
		18.50	TRAINING MEALS		107592	061621	0211.6331		TRAVEL & LODGING
		<u>18.50</u>							
1002639	6/18/2021		<b>100291 MET COUNCIL SAC</b>						
		32,305.00	MAY 2021 SAC CHARGES		107593	061521	9602.2083		SAC CHARGES
		323.05	MAY 2021 SAC CHARGES		107593	061521	9602.4356		SEWER AVAILABILITY CH
		<u>31,981.95</u>							
1002685	6/25/2021		<b>116114 AVESIS THIRD PARTY ADMINISTRATORS</b>						
		209.84	JULY 21 VISION INS		107616	2738803	9101.2170		DENTAL/DISABILITY/LIFE
		<u>209.84</u>							
1002686	6/25/2021		<b>101084 BATTERIES PLUS BULBS</b>						
		300.35	BATTERIES		107617	P37258816	9601.6249		MISCELLANEOUS OPERA
		<u>300.35</u>							
1002687	6/25/2021		<b>112564 GROUP HEALTH INC WORKSITE</b>						
		94.00	JAN 21 FEES EAP		107627	W818363	0130.6315		MISCELLANEOUS PROFE
		<u>94.00</u>							
1002688	6/25/2021		<b>100510 VERIZON WIRELESS</b>						
		45.06	MAY/JUNE 2021 SERVICE		107636	9880962896	9601.6323		CELLULAR PHONES
		54.77	MAY/JUNE 2021 SERVICE		107638	9881551519	0130.6323		CELLULAR PHONES
		83.02	MAY/JUNE 2021 SERVICE		107638	9881551519	0192.6321		TELEPHONE
		244.33	MAY/JUNE 2021 SERVICE		107638	9881551519	0191.6323		CELLULAR PHONES
		143.94	MAY/JUNE 2021 SERVICE		107638	9881551519	0194.6323		CELLULAR PHONES
		432.72	MAY/JUNE 2021 SERVICE		107638	9881551519	0220.6323		CELLULAR PHONES
		118.09	MAY/JUNE 2021 SERVICE		107638	9881551519	0240.6323		CELLULAR PHONES
		259.83	MAY/JUNE 2021 SERVICE		107638	9881551519	0301.6323		CELLULAR PHONES
		150.77	MAY/JUNE 2021 SERVICE		107638	9881551519	0311.6323		CELLULAR PHONES
		307.91	MAY/JUNE 2021 SERVICE		107638	9881551519	0452.6323		CELLULAR PHONES
		301.47	MAY/JUNE 2021 SERVICE		107638	9881551519	9601.6323		CELLULAR PHONES
		<u>2,141.91</u>							
1002689	6/28/2021		<b>100257 LAW ENFORCEMENT LABOR SRV INC</b>						
		857.25			107433	061021845122	9101.2177		UNION DUES
		857.25			107647	062421920262	9101.2177		UNION DUES
		<u>1,714.50</u>							
1002690	6/28/2021		<b>100298 MN AFSCME COUNCIL 5</b>						
		498.56			107434	061021845123	9101.2177		UNION DUES
		498.37			107648	062421920263	9101.2177		UNION DUES
		<u>996.93</u>							
1002691	7/2/2021		<b>113929 BAGNE, JAMES</b>						
		67.73	TRAINING MEALS JUNE 2021		107712	62921	0211.6331		TRAVEL & LODGING

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1002691	7/2/2021	67.73	113929 BAGNE, JAMES							
1002692	7/2/2021	4,423.00	100647 BOLTON AND MENK INC							
		4,655.50	RIVERDALE DR APRIL 2021		107715	0269547	9402.6530	00202100	IMPROVEMENTS OTHER	
		1,100.00	RAMSEY/DOLOMITE DEMO APR 21		107716	0269549	9230.6530	00202107	IMPROVEMENTS OTHER	
		10,178.50	RAMSEY/MISS SEWER DIST APR 21		107717	0269552	9602.6315		MISCELLANEOUS PROFE	
1002693	7/2/2021	8,500.00	112663 CAPSTONE HOMES INC							
		1,500.00	REF 3 ESC 15201 QUINTANA CT		107720	070121	9252.1155.1		MANUAL-ACCOUNTS RE	
		8,500.00	REF ERO ESC 15215 QUINTANA CT		107721	070121A	9804.6433	00118081	REFUNDS	
		1,500.00	REF 3 ESC 15215 QUINTANA CT		107722	070121B	9252.1155.1		MANUAL-ACCOUNTS RE	
		8,500.00	REF ERO ESC 15209 QUINTANA CT		107723	070121C	9804.6433	00118084	REFUNDS	
		1,500.00	REF 3 ESC 15209 QUINTANA CT		107724	070121D	9252.1155.1		MANUAL-ACCOUNTS RE	
		8,500.00	REF ERO ESC 15201 QUINTANA CT		107725	070121E	9804.6433	00117941	REFUNDS	
		1,500.00	REF 3 ESC 15197 QUINTANA CT		107726	070121F	9252.1155.1		MANUAL-ACCOUNTS RE	
		1,500.00	REF ERO ESC 15197 QUINTANA CT		107727	070121G	9804.6433	00117937	REFUNDS	
		41,500.00	REF ERO ESC 15174 SNOWY OWL ST		107728	070121H	9804.6433	00118170	REFUNDS	
1002694	7/2/2021	67.41	107603 DAHLBERG, NICHOLAS							
		67.41	TRAINING MEALS JUNE 2021		107735	062321	0211.6331		TRAVEL & LODGING	
1002695	7/2/2021	153.45	100200 GOPHER STATE ONE CALL INC							
		153.45	MAY 2021 341 TICKETS		107743	1050688	9601.6249		MISCELLANEOUS OPER/	
		153.45	MAY 2021 341 TICKETS		107743	1050688	9602.6249		MISCELLANEOUS OPER/	
		460.35	MAY 2021 341 TICKETS		107743	1050688	9605.6249		MISCELLANEOUS OPER/	
1002696	7/2/2021	4,498.98	100211 HAWKINS INC							
		4,498.98	CHEMICALS		107744	4954423	9601.6273		UTILITY SYSTEM MAINT :	
1002697	7/2/2021	23.30	114431 HINNENKAMP, JAKE							
		23.30	INVEST. TRAINING LUNCHES		107745	062421	0211.6331		TRAVEL & LODGING	
1002698	7/2/2021	442.41	100284 MENARDS ELK RIVER							
		442.41	MISC SUPPLIES		107756	30313	9601.6249		MISCELLANEOUS OPER/	
1002699	7/2/2021	633.00	106351 WATER LABORATORIES, INC							
		633.00	MAY 2021 WATER TEST		107780	8545	9601.6489		OTHER CONTRACTED SI	
90609582	6/25/2021	108.33	100398 PUBLIC EMPLOYEES RETIREMENT ASSN							
		108.33			107601	0621211550271	9101.2174		PERA-EMPLOYEE	
		24,570.62			107602	0621211550272	9101.2183		PERA-EMPLOYER	
		33,030.07			107649	062421920264	9101.2174		PERA-EMPLOYEE	
		57,817.35			107650	062421920265	9101.2183		PERA-EMPLOYER	
92783230	6/25/2021	261.92	101306 IRS							
					107598	0621211339272	9101.2171		FEDERAL WITHHOLDING	

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92783230	6/25/2021		101306 IRS						Continued.
		1,347.26			107599	0621211339273	9101.2173		FICA & MEDICARE-EMPL
		1,347.26			107600	0621211339274	9101.2182		FICA & MEDICARE-EMPL
		402.70			107604	0621211550274	9101.2171		FEDERAL WITHHOLDING
		321.80			107605	0621211550275	9101.2173		FICA & MEDICARE-EMPL
		321.80			107606	0621211550276	9101.2182		FICA & MEDICARE-EMPL
		26,630.57			107652	062421920267	9101.2171		FEDERAL WITHHOLDING
		15,345.38			107653	062421920268	9101.2173		FICA & MEDICARE-EMPL
		15,345.38			107654	062421920269	9101.2182		FICA & MEDICARE-EMPL
		<u>61,324.07</u>							
97062521	6/25/2021		118579 ND CHILD SUPPORT DIVISION						
		287.08			107646	0624219202615	9101.2185		GARNISHMENTS/SUPPO
		<u>287.08</u>							
98062521	6/25/2021		115568 ALERUS FINANCIAL NA						
		4,667.37			107645	0624219202614	9101.2176		LIFE/HEALTH-EMPLOYEE
		<u>4,667.37</u>							
98389408	6/25/2021		100601 MN DEPT OF REV WH						
		187.97			107597	0621211339271	9101.2172		STATE WITHHOLDING
		63.37			107603	0621211550273	9101.2172		STATE WITHHOLDING
		12,590.06			107651	062421920266	9101.2172		STATE WITHHOLDING
		<u>12,841.40</u>							
99061821	6/18/2021		100219 HOME DEPOT COMMERCIAL ACCT PROGRAM						
		47.19	MAY 2021 PURCHASES		107596	052821	0194.6249		MISCELLANEOUS OPER/
		<u>47.19</u>							
99062521	6/25/2021		107962 TOTAL ADMINISTRATIVE SERVICE CORP						
		1,691.10			107641	0624219202610	9101.2176		LIFE/HEALTH-EMPLOYEE
		<u>1,691.10</u>							
99561631	6/25/2021		100223 ICMA RETIREMENT TRUST 457						
		1,920.85			107640	062421920261	9101.2175		DEFERRED COMPENSAT
		<u>1,920.85</u>							
99724621	6/25/2021		114486 SUN LIFE ASSURANCE COMPANY OF CANADA						
		1,009.79			107428	0610218451211	9101.2176		LIFE/HEALTH-EMPLOYEE
		957.56			107642	0624219202611	9101.2176		LIFE/HEALTH-EMPLOYEE
		927.36	LTD Preim		107642	0624219202611	9101.2170		DENTAL/DISABILITY/LIFE
		<u>2,894.71</u>							
99820757	6/25/2021		114790 GREAT WEST LIFE AND ANNUITY INS CO						
		10,362.48			107643	0624219202612	9101.2175		DEFERRED COMPENSAT
		<u>10,362.48</u>							
99821896	6/25/2021		114790 GREAT WEST LIFE AND ANNUITY INS CO						
		3,867.79			107644	0624219202613	9101.2176		LIFE/HEALTH-EMPLOYEE
		<u>3,867.79</u>							
		<u>1,231,777.51</u>	Grand Total						

Payment Instrument Totals

Checks	956,226.46
EFT Payments	157,721.39
A/P ACH Payment	117,829.66

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

6/17/2021 -- 12/31/2021

<u>Check #</u>	<u>Date</u>	<u>Amount</u>	<u>Supplier / Explanation</u>	<u>PO #</u>	<u>Doc No</u>	<u>Inv No</u>	<u>Account No</u>	<u>Subledger</u>	<u>Account Description</u>
		1,231,777.51	Grand Total						
							<u>Payment Instrument Totals</u>		
							Checks	956,226.46	
							EFT Payments	157,721.39	
							A/P ACH Payment	117,829.66	
							Total Payments	1,231,777.51	

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CITY OF RAMSEY  
Create Payment Control Groups

Payment Group Control Number 3232  
 Bank Account 999.1010 CASH IN BANK 00002224  
 Version LOGIS004V  
 Originator JLIPSKI  
 Payment Instrument Check Payment  
 Pay Through Date 12/31/2021

Payee Number	Name / Mailing Address	Stub Message	Document Ty	Number Number	Item Itm	Co	Due Date	Invoice Number	Payment Amount
117651	ACCESS MECHANICAL INC	RAMP- CONDENSER	PV	107655	001	09240	6/22/2021	022321-1156	1,405.00
	ACCESS MECHANICAL INC							Summary Total	1,405.00
	P O BOX 5							Payment Amount	1,405.00
	CIRCLE PINES MN 55014								
118419	ADVANCED POWER SERVICES INC	REPAIR FIRE DEPT-GENERATOR	PV	107848	001	09101	6/9/2021	2939	1,336.40
	ADVANCED POWER SERVICES INC							Summary Total	1,336.40
	16450 WOODSVIEW LANE							Payment Amount	1,336.40
	CARVER MN 55315								
100041	ANOKA COUNTY HIGHWAY DEPARTMENT	HAPPY DAYS 5K-SP EVENT PERMIT	PV	107657	001	09297	6/24/2021	062421	50.00
	ANOKA COUNTY HIGHWAY DEPARTMENT							Summary Total	50.00
	1440 BUNKER LAKE BLVD NW							Payment Amount	50.00
	ANDOVER MN 55304								
100058	ANOKA RAMSEY FARM AND GARDEN	MINK MULCH	PV	107659	001	09101	6/18/2021	061821	184.00
	ANOKA RAMSEY FARM AND GARDEN							Summary Total	184.00
	7435 HIGHWAY 10	MINK MULCH	PV	107784	001	09101	6/29/2021	062921	138.00
	RAMSEY MN 55303							Summary Total	138.00
		SOD	PV	107818	001	09438	7/6/2021	070621	297.50
								Summary Total	297.50
								Payment Amount	619.50
111311	APACHE LOCK AND KEY	SERVICE CALL-YOUTH FIRST	PV	107785	001	09410	4/5/2021	9859	143.00
	APACHE LOCK AND KEY							Summary Total	143.00
	1000-87TH AVENUE NW							Payment Amount	143.00
	COON RAPIDS MN 55433								
107591	ARMORTHANE BEDLINERS PLUS TRUCK ACCES.	612 WHEEL WELL TOOL BOX	PV	107819	001	09601	4/4/2021	16877	2,762.36

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CITY OF RAMSEY  
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 Payment Instrument Check Payment  
 Pay Through Date 12/31/2021

Number	Payee Name / Mailing Address	Stub Message	Document Ty	Number	Itm	Co	Due Date	Invoice Number	Payment Amount
	ARMORTHANE BEDLINERS PLUS TRUCK ACCES. 14155 UNITY STREET NW RAMSEY MN 55303								Summary Total 2,762.36
									Payment Amount 2,762.36
100086	BLUE VELVET INC BLUE VELVET INC 14101 ST FRANCIS BLVD NW RAMSEY MN 55303	JUNE 21 FIRE WASHES	PV	107786	001	09101	6/14/2021	061421	128.34
									Summary Total 128.34
									Payment Amount 128.34
116439	CANTEEN VENDING CANTEEN VENDING P O BOX 91337 CHICAGO IL 60693-1337	COFFEE	PV	107849	001	09101	6/29/2021	MSP28550	145.48
									Summary Total 145.48
									Payment Amount 145.48
100167	CORNERSTONE FORD CORNERSTONE FORD 17219 HIGHWAY 10 NW PO BOX 304 ELK RIVER MN 55330	REAR MIRROR	PV	107692	001	09101	6/10/2021	15336372	150.00
									Summary Total 150.00
									Payment Amount 150.00
117759	CORRECTIVE ASPHALT MATERIALS LLC CORRECTIVE ASPHALT MATERIALS LLC 300 DANIEL BOONE TRAIL SOUTH ROXANA IL 62087	PRO 201031S REC NP MN	PV	107824	001	09101	6/11/2021	21031S	41,272.12
									Summary Total 41,272.12
									Payment Amount 41,272.12
115607	DVS DVS ATTENTION: SPECIAL PLATES 445 MINNESOTA STREET ST PAUL MN 55101	REG 313 UNMARKED 1ST TIME	PV	107791	001	09702	6/29/2021	062921	690.00
									Summary Total 690.00
									Payment Amount 690.00
115887	DVS RENEWAL	TABS 359 UNMARKED	PV	107789	001	09101	6/28/2021	062821	22.25

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CITY OF RAMSEY  
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 Payment Instrument Check Payment  
 Pay Through Date 12/31/2021

Payee Number	Name / Mailing Address	Stub Message	Document Ty	Number	Itm	Co	Due Date	Invoice Number	Payment Amount
	DVS RENEWAL PO BOX 64587 ST PAUL MN 55164-0587								Summary Total 22.25
									Payment Amount 22.25
115887	DVS RENEWAL PO BOX 64587 ST PAUL MN 55164-0587	TABS 305 UNMARKED	PV	107790	001	09101	6/28/2021	062821A	14.25
									Summary Total 14.25
									Payment Amount 14.25
106624	EHLERS AND ASSOCIATES, INC EHLERS & ASSOCIATES, INC 3060 CENTRE POINTE DRIVE ROSEVILLE MN 55113-1105	PAYGO NOTES	PV	107693	001	09214	6/9/2021	87159	240.00
									Summary Total 240.00
									Payment Amount 240.00
100169	EMERGENCY APPARATUS MAINTENANCE INC EMERGENCY APPARATUS MAINTENANCE INC 7512 4TH AVENUE LINO LAKES MN 55014	WORK ON 565	PV	107794	001	09101	6/22/2021	119138	661.82
									Summary Total 661.82
		WORK ON 567	PV	107795	001	09101	6/22/2021	118673	849.27
									Summary Total 849.27
		WORK ON 560	PV	107796	001	09101	6/22/2021	117178	150.05
									Summary Total 150.05
		WORK ON 567	PV	107797	001	09101	6/22/2021	118993	422.60
									Summary Total 422.60
		WORK ON 565	PV	107798	001	09101	6/22/2021	118994	252.17
									Summary Total 252.17
									Payment Amount 2,335.91
100143	FERGUSON WATERWORKS # 2516 FERGUSON WATERWORKS 2516 P O BOX 802817 CHICAGO IL 60680-2817	MISC METER SUPPLIES	PV	107666	001	09602	6/18/2021	0476185	552.20
									Summary Total 552.20
		MISC METER SUPPLIES	PV	107667	001	09602	6/8/2021	0475491	94.46
									Summary Total 94.46
									Payment Amount 646.66
117332	HEARTLAND TIRE INC	REPAIR TIRE	PV	107801	001	09101	6/24/2021	9021602	27.78

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CITY OF RAMSEY  
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Payee Number	Name / Mailing Address	Stub Message	Document Ty	Number	Ilm	Co	Due Date	Invoice Number	Payment Amount
	HEARTLAND TIRE INC	REPAIR TIRE	PV	107801	002	09101	6/24/2021	9021602	2.22
	7151 RIVERDALE DRIVE NW RAMSEY MN 55303								Summary Total 30.00
									Payment Amount 30.00
115760	HENRY SCHEIN INC	NITRILE GLOVES	PV	107830	001	09101	6/21/2021	95175822	765.60
	HENRY SCHEIN INC DEPT CH 10241 PALATINE IL 60055-0241								Summary Total 765.60
									Payment Amount 765.60
117140	HOUSE RESCUERS LLC	NUISANCE BEAVERS	PV	107696	001	09605	6/3/2021	060321	1,787.88
	HOUSE RESCUERS LLC 29809 137TH STREET NW PRINCETON MN 55371								Summary Total 1,787.88
									Payment Amount 1,787.88
100256	LANO EQUIPMENT INC	SLOTTED NUT/CYLINDER SCREW	PV	107673	001	09101	6/17/2021	02-840174	6.34
	LANO EQUIPMENT INC 6140 HIGHWAY 10 NW ANOKA MN 55303								Summary Total 6.34
		STIHL BLOWER	PV	107697	001	09101	6/15/2021	02-839521	249.99
									Summary Total 249.99
		OIL PUMP	PV	107698	001	09101	6/14/2021	02-839378	160.19
									Summary Total 160.19
									Payment Amount 416.52
100268	LRRWMO CITY OF ANOKA	2021 CITY ASSESSMENT	PV	107674	001	09605	6/16/2021	478	21,010.00
	LRRWMO CITY OF ANOKA 2015 - 1ST AVENUE NORTH ANOKA MN 55303								Summary Total 21,010.00
									Payment Amount 21,010.00
117918	MACQUEEN EMERGENCY	4 PAIR OF FIRE BOOTS	PV	107803	001	09101	6/22/2021	P00605	2,382.78
	MACQUEEN EMERGENCY 1125 7TH STREET E ST PAUL MN 55106								Summary Total 2,382.78
		MULTI GAS DETECTOR	PV	107804	001	09101	6/11/2021	P00549	845.71
									Summary Total 845.71
									Payment Amount 3,228.49

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CITY OF RAMSEY  
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 Payment Instrument Check Payment  
 Pay Through Date 12/31/2021

Payee Number	Name / Mailing Address	Stub Message	Document Ty	Number Number	Item Itm	Co	Due Date	Invoice Number	Payment Amount
100270	MACQUEEN EQUIPMENT INC	LATCH LEVER	PV	107831	001	09605	6/24/2021	P35706	77.65
	MACQUEEN EQUIPMENT INC 1125 7TH STREET EAST ST PAUL MN 55106							Summary Total	77.65
								Payment Amount	77.65
100293	MIDC ENTERPRISES	NEW PW CAMPUS SUPPLIES	PV	107806	001	09438	6/25/2021	I0047351	1,065.18
	MIDC ENTERPRISES 1450 WEST COUNTY ROAD C ROSEVILLE MN 55113							Summary Total	1,065.18
		PW CAMPUS IRRIG PARTS	PV	107833	001	09438	6/30/2021	I0047388	714.23
								Summary Total	714.23
								Payment Amount	1,779.41
101164	MILLER CHEVROLET	WORK ON 373	PV	107701	001	09101	6/16/2021	CTCS664760	14.24
	MILLER CHEVROLET P O BOX 130 21150 JOHN MILLESS DRIVE ROGERS MN 55374	WORK ON 373	PV	107701	002	09101	6/16/2021	CTCS664760	99.56
		WORK ON 373	PV	107701	003	09101	6/16/2021	CTCS664760	82.98
								Summary Total	196.78
								Payment Amount	196.78
117954	MINNESOTA NATIVE LANDSCAPES INC	NATIVE PLANT PLUGS	PV	107807	001	09101	6/23/2021	29572	315.00
	MINNESOTA NATIVE LANDSCAPES INC 8740 77TH STREET NE OTSEGO MN 55362							Summary Total	315.00
								Payment Amount	315.00
118388	MITCHELL 1	JULY 2021-BILLING	PV	107834	001	09101	6/21/2021	IB26117271	80.00
	MITCHELL 1 25029 NETWORK PLACE CHICAGO IL 60673-1250							Summary Total	80.00
								Payment Amount	80.00
102950	MN RURAL WATER ASSOCIATION	21 MRWA CONF NELSON/ERICKSON	PV	107808	001	09601	6/28/2021	062821	500.00
	MINNESOTA RURAL WATER ASSOCIATION							Summary Total	500.00

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CITY OF RAMSEY  
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 Payment Instrument Check Payment  
 Pay Through Date 12/31/2021

Number	Payee Name / Mailing Address	Stub Message	Document Ty	Document Number	Document Itm	Document Co	Due Date	Invoice Number	Payment Amount	
	217 12TH AVENUE SE ELBOW LAKE MN 56531								500.00	
			Payment Amount							500.00
100345	NAPA AUTO PARTS ELK RIVER	ALARM	PV	107809	001	09101	6/25/2021	118092	28.99	
	NAPA AUTO PARTS ELK RIVER 17137 YALE STREET NW P O BOX 1041 ELK RIVER MN 55330								28.99	
			Summary Total							28.99
			Payment Amount							28.99
100393	PRAIRIE RESTORATIONS INC	ALPINE PRK/RIVERS BEND PRK	PV	107678	001	09101	6/17/2021	28817	1,381.16	
	PRAIRIE RESTORATIONS INC 31646 128TH STREET PRINCETON MN 55371								1,381.16	
			Summary Total							1,381.16
		VEGETATION MANAGEMENT	PV	107706	001	09101	6/10/2021	28621	1,181.91	
			Summary Total							1,181.91
		CENTRAL PRK/DRAW PRK	PV	107812	001	09101	6/24/2021	28988	368.80	
		CENTRAL PRK/DRAW PRK	PV	107812	002	09101	6/24/2021	28988	1,589.91	
			Summary Total							1,958.71
		RE: MONARCH TRAIL	PV	107854	001	09101	7/2/2021	29229	1,173.18	
			Summary Total							1,173.18
			Payment Amount							5,694.96
110731	QUALITY CUTTING AND CORING INC	ROAD REPAIR- SUNWOOD DR	PV	107707	001	09101	6/16/2021	37005	2,782.00	
	QUALITY CUTTING AND CORING INC 1471 91ST AVENUE NW BLAINE MN 55449								2,782.00	
			Summary Total							2,782.00
			Payment Amount							2,782.00
114163	RCM SPECIALTIES INC	PATCHING MATERIAL	PV	107710	001	09101	6/10/2021	8011	1,541.61	
	RCM SPECIALTIES INC 12090 MARGO AVENUE SOUTH SUITE B HASTINGS MN 55033								1,541.61	
			Summary Total							1,541.61
		PATCHING MATERIAL	PV	107813	001	09101	6/16/2021	8021	3,150.00	
			Summary Total							3,150.00
		EMULSION	PV	107840	001	09101	6/23/2021	8040	5,193.63	
			Summary Total							5,193.63
			Payment Amount							9,885.24

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CITY OF RAMSEY  
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 Bank Account 999.1010 CASH IN BANK 00002224  
 Version LOGIS004V  
 Originator JLIPSKI  
 Payment Instrument Check Payment  
 Pay Through Date 12/31/2021

Payee Number	Name / Mailing Address	Stub Message	Document Ty	Number	Itm	Co	Due Date	Invoice Number	Payment Amount
100421	REGAL AWARDS AND TROPHIES	LAZER PLATES-FLAG PROGRAM	PV	107679	001	09101	6/10/2021	210209	80.00
	REGAL AWARDS AND TROPHIES	LAZER PLATES-FLAG PROGRAM	PV	107679	002	09101	6/10/2021	210209	35.00
	15454 HEMATITE STREET NW ANOKA MN 55303							Summary Total	115.00
								Payment Amount	115.00
100440	SHORT ELLIOT HENDRICKSON INC	TMO/SPRINT WATER TOWER PRO	PV	107680	001	09804	6/14/2021	407174	1,116.95
	SHORT ELLIOT HENDRICKSON INC							Summary Total	1,116.95
	P O BOX 64780	RAMSEY VZW WT PROJ.	PV	107681	001	09804	6/14/2021	407175	1,517.25
	ST PAUL MN 55164-0780							Summary Total	1,517.25
								Payment Amount	2,634.20
118638	TENVOORDE FORD INC	21 FORD INTERCEPTOR 313	PV	107816	001	09702	6/23/2021	F20177	38,794.24
	TENVOORDE FORD INC							Summary Total	38,794.24
	P O BOX 1045							Payment Amount	38,794.24
	ST CLOUD MN 56302								
118112	THE EARPHONE CONNECTION	PHONE SUPPLIES-PD	PV	107844	001	09101	6/28/2021	277884	309.98
	THE EARPHONE CONNECTION							Summary Total	309.98
	25139 AVE STANFORD							Payment Amount	309.98
	VALENCIA CA 91355								
								Total Amount to be Processed	142,393.21
								Total Number of Payments to be Processed	36

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CITY OF RAMSEY  
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 Bank Account 999.1010 CASH IN BANK 00002224  
 Version LOGIS004V  
 Originator JLIPSKI  
 Payment Instrument T A/P ACH Payment  
 Pay Through Date 12/31/2021

Payee Number	Name / Mailing Address	Stub Message	Document Ty	Number	Itm	Co	Due Date	Invoice Number	Payment Amount
110789	4IMPRINT	MISC ADMIN MARKETING	PV	107781	001	09101	6/29/2021	21314416	1,019.06
	4IMPRINT							Summary Total	1,019.06
	P O BOX 320								
	101 COMMERCE STREET								
	OSHKOSH WI 54901							Payment Amount	1,019.06
110402	ADVANCE AUTO PARTS	MAY 2021 PURCHASES	PV	107687	001	09101	5/31/2021	053121	35.86
	ADVANCE AUTO PARTS	MAY 2021 PURCHASES	PV	107687	002	09101	5/31/2021	053121	92.40
	AAP FINANCIAL SERVICES	MAY 2021 PURCHASES	PV	107687	003	09101	5/31/2021	053121	404.38
	P O BOX 742063	MAY 2021 PURCHASES	PV	107687	004	09101	5/31/2021	053121	9.80
	ATLANTA GA 30374-2063							Summary Total	542.44
								Payment Amount	542.44
117343	AMAZON CAPITAL SERVICES INC	PD MISC SUPPLIES	PV	107688	001	09101	6/14/2021	1KRY-K7KR-KJLG	11.49
	AMAZON CAPITAL SERVICES INC	PD MISC SUPPLIES	PV	107688	002	09101	6/14/2021	1KRY-K7KR-KJLG	238.22
	410 TERRY AVENUE NORTH SEATTLE WA 98109							Summary Total	249.71
		IT MISC SUPPLIES	PV	107689	001	09101	6/14/2021	1NLD-LLKK-366D	30.98
								Summary Total	30.98
		MONITOR CASE AND STAND	PV	107782	001	09101	6/28/2021	1MWF-GFCD-K7YC	49.00
								Summary Total	49.00
								Payment Amount	329.69
106641	AMERICAN PRESSURE INC	ROLLER BRACKET	PV	107817	001	09101	6/28/2021	121592	98.70
	AMERICAN PRESSURE INC 3810 W BROADWAY ROBBINSDALE MN 55422							Summary Total	98.70
								Payment Amount	98.70
100031	ANOKA COUNTY	ASSESSMENTS 2021 CONTRACT	PV	107658	001	09101	6/16/2021	061621	120,463.00
	ANOKA COUNTY 2100 - 3RD AVENUE ANOKA MN 55303							Summary Total	120,463.00
								Payment Amount	120,463.00

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Payee Number	Name / Mailing Address	Stub Message	Document Ty	Number	Itm	Co	Due Date	Invoice Number	Payment Amount
107587	ANOKA COUNTY TREASURY DEPARTMENT	CAC FIBER JUNE 2021	PV	107656	001	09101	6/17/2021	B210616M	492.00
	ANOKA COUNTY TREASURY DEPARTMENT 2100 THIRD AVENUE ANOKA MN 55303								Summary Total 492.00
									Payment Amount 492.00
106346	BAUER BUILT INCORPORATED	REPLACE TIRE	PV	107820	001	09101	6/29/2021	940078437	134.38
	BAUER BUILT INCORPORATED 8270 W 35W SERVICE DR BLAINE MN 55449								Summary Total 134.38
									Payment Amount 134.38
100647	BOLTON AND MENK INC	RAMSEY/DOLIMITE ST DEMO	PV	107660	001	09230	6/11/2021	0270676	834.00
	BOLTON AND MENK INC 1960 PREMIER DRIVE								Summary Total 834.00
	MANKATO MN 56001-5900	RAMSEY 2021 RIVERDALE LPP	PV	107661	001	09402	6/11/2021	0270674	1,720.00
									Summary Total 1,720.00
		RAMSEY/RIVER CROSSING	PV	107662	001	09402	6/11/2021	0270686	3,045.00
									Summary Total 3,045.00
									Payment Amount 5,599.00
100619	BRAUN INTERTEC CORPORATION	RE:BA CYLINDER/ALLOY REC SITE	PV	107787	001	09230	6/18/2021	B255810	2,226.50
	BRAUN INTERTEC CORPORATION LOCKBOX 446035 P O BOX 64384 ST PAUL MN 55164-0384								Summary Total 2,226.50
									Payment Amount 2,226.50
112019	CENTRAL HYDRAULICS INC	MISC SUPPLIES	PV	107821	001	09101	6/23/2021	70782	41.60
	CENTRAL HYDRAULICS INC 21877 INDUSTRIAL COURT ROGERS MN 55374								Summary Total 41.60
									Payment Amount 41.60



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Payee Number	Name / Mailing Address	Stub Message	Document Ty Number Itm Co	Due Date	Invoice Number	Payment Amount
116175	ECKBERG LAMMERS ATTORNEYS AT LAW	JUNE 2021 SERVICES	PV 107850 001 09101	6/30/2021	06 2021	6,104.74
	ECKBERG LAMMERS ATTORNEYS AT LAW 1809 NORTHWESTERN AVENUE STILLWATER MN 55082				Summary Total	6,104.74
					Payment Amount	6,104.74
100158	ECM PUBLISHERS INC	ORD 21-06	PV 107663 001 09101	6/18/2021	840628	86.00
	ECM PUBLISHERS INC 4095 COON RAPIDS BLVD				Summary Total	86.00
	COON RAPIDS MN 55433	BID WATER SUPPLY TREATMENT	PV 107664 001 09601	6/11/2021	839571	139.75
					Summary Total	139.75
		MAY 21 UNION HERALD PAPERS	PV 107792 001 09101	6/10/2021	19879	15.00
					Summary Total	15.00
		AD ACCOUNTING CLERK	PV 107793 001 09101	6/13/2021	839842	206.00
					Summary Total	206.00
		RFP LEGAL SERVICES	PV 107851 001 09101	6/25/2021	841625	112.88
					Summary Total	112.88
					Payment Amount	559.63
108737	EMERGENCY AUTOMOTIVE TECHNOLOGY INC	WORK ON 311	PV 107694 001 09702	6/10/2021	DL05252121D	200.68
	EMERGENCY AUTOMOTIVE TECHNOLOGY INC 2755 GENEVA AVE N				Summary Total	200.68
	OAKDALE MN 55128	WORK ON 313	PV 107695 001 09702	6/14/2021	DL5272122A	193.72
					Summary Total	193.72
		MISC SQUAD 311	PV 107799 001 09702	6/16/2021	DL05252121E	200.68
					Summary Total	200.68
		WORK ON 313	PV 107800 001 09702	6/16/2021	DL05272122C	174.00
					Summary Total	174.00
					Payment Amount	769.08
113321	FACTORY MOTOR PARTS CO	OIL FILTERS	PV 107665 001 09101	6/17/2021	1-6983014	67.92
	FACTORY MOTOR PARTS CO BIN 139107 P O BOX 9107 MINNEAPOLIS MN 55480-9107				Summary Total	67.92
					Payment Amount	67.92

R04570

CITY OF RAMSEY  
Create Payment Control Groups

Payment Group Control Number 3233  
 Bank Account 999.1010 CASH IN BANK 00002224  
 Version LOGIS004V  
 Originator JLIPSKI  
 Payment Instrument T A/P ACH Payment  
 Pay Through Date 12/31/2021

Payee Number	Name / Mailing Address	Stub Message	Document Ty Number	Item Itm	Co	Due Date	Invoice Number	Payment Amount
107099	FASTENAL	MISC PARTS	PV	107827	001 09101	6/25/2021	MNTC8195582	7.10
	FASTENAL COMPANY P O BOX 1286 WINONA MN 55987						Summary Total	7.10
							Payment Amount	7.10
100650	GRAINGER	FOAM SHEET	PV	107828	001 09101	6/25/2021	9945054873	155.02
	GRAINGER INC DEPT. 806511127						Summary Total	155.02
		VAC BREAKER REPAIR KIT	PV	107829	001 09101	6/25/2021	9945054865	162.58
	PALATINE IL 60038-0001						Summary Total	162.58
							Payment Amount	317.60
100211	HAWKINS INC	CHEMICALS	PV	107668	001 09601	6/14/2021	4964103	5,990.72
	HAWKINS INC P O BOX 860263						Summary Total	5,990.72
		CHEMICALS	PV	107669	001 09601	6/8/2021	4959800	1,334.69
	MINNEAPOLIS MN 55486-0263						Summary Total	1,334.69
		CHEMICALS	PV	107802	001 09601	6/25/2021	4970409	7,391.69
							Summary Total	7,391.69
							Payment Amount	14,717.10
112475	INNOVATIVE OFFICE SOLUTIONS	MISC OFFICE SUPPLIES	PV	107671	001 09101	6/14/2021	IN3382959	27.19
	INNOVATIVE OFFICE SOLUTIONS	MISC OFFICE SUPPLIES	PV	107671	002 09101	6/14/2021	IN3382959	60.65
	P O BOX 860627	MISC OFFICE SUPPLIES	PV	107671	003 09101	6/14/2021	IN3382959	391.77
	MINNEAPOLIS MN 55486-0001						Summary Total	479.61
		MISC OFFICE SUPPLIES	PV	107853	001 09101	6/24/2021	IN3393850	53.52
							Summary Total	53.52
							Payment Amount	533.13
100273	MALLOY MONTAGUE KARNOWSKI RADOSEVIC	AUDIT SERVICES THROUGH 5/31/21	PV	107699	001 09101	6/8/2021	50672	4,630.00
	MALLOY MONTAGUE KARNOWSKI RADOSEVIC 410 PARK NATIONAL BANK BLDG 5353 WAYZATA BLVD MINNEAPOLIS MN 55416						Summary Total	4,630.00
							Payment Amount	4,630.00

R04570

CITY OF RAMSEY  
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Payment Group Control Number 3233  
 Bank Account 999.1010 CASH IN BANK 00002224  
 Version LOGIS004V  
 Originator JLIPSKI  
 Payment Instrument T A/P ACH Payment  
 Pay Through Date 12/31/2021

Payee Number	Name / Mailing Address	Stub Message	Document Ty	Number Number	Item Itm	Co	Due Date	Invoice Number	Payment Amount
113658	MARCO	JULY 2021 SERVICE	PV	107832	001	09101	7/1/2021	INV8894460	60.00
	MARCO							Summary Total	60.00
	NW 7128 PO BOX 1450								
	MINNEAPOLIS MN 55485-7128							Payment Amount	60.00
100284	MENARDS ELK RIVER	MISC SUPPLIES	PV	107675	001	09101	6/14/2021	33149	163.97
	MENARDS ELK RIVER							Summary Total	163.97
	19521 EVANS STREET NW	MISC SUPPLIES	PV	107676	001	09101	6/18/2021	33439	459.76
	ELK RIVER MN 55330-1077							Summary Total	459.76
		BOTTLED WATER- FIRE DEPT	PV	107805	001	09101	6/9/2021	32890	30.72
								Summary Total	30.72
								Payment Amount	654.45
108091	MUNICIPAL CODE CORPORATION	UPDATES 2021	PV	107835	001	09101	6/30/2021	00360614	4,522.38
	MUNICIPAL CODE CORPORATION							Summary Total	4,522.38
	P O BOX 2235								
	TALLAHASSEE FL 32316							Payment Amount	4,522.38
115167	NET TRANSCRIPTS INC	TRANSCRIPTION	PV	107810	001	09101	6/21/2021	NT4404	62.40
	NET TRANSCRIPTS INC							Summary Total	62.40
	3707 N. 7TH STREET SUITE 320								
	PHOENIX AZ 85014							Payment Amount	62.40
100363	NORTHERN SANITARY SUPPLY CO	MISC SUPPLIES	PV	107836	001	09101	6/25/2021	201947	279.12
	NORTHERN SANITARY SUPPLY CO							Summary Total	279.12
	341 COON RAPIDS BLVD								
	MINNEAPOLIS MN 55433							Payment Amount	279.12
115071	NORTHLAND OCCUPATIONAL HEALTH	PRE EMPLOY TESTING	PV	107702	001	09101	6/16/2021	10991	200.00
	NORTHLAND OCCUPATIONAL HEALTH							Summary Total	200.00

R04570

CITY OF RAMSEY  
Create Payment Control Groups

Payment Group Control Number 3233  
 Bank Account 999.1010 CASH IN BANK 00002224  
 Version LOGIS004V  
 Originator JLIPSKI  
 Payment Instrument T A/P ACH Payment  
 Pay Through Date 12/31/2021

Payee Number	Name / Mailing Address	Stub Message	Document Ty	Number	Itm	Co	Due Date	Invoice Number	Payment Amount
	7533 SUNWOOD DRIVE NW SUITE 212 RAMSEY MN 55303	PRE EMPLOY TESTING	PV	107704	001	09101	6/11/2021	10946	150.00
								Summary Total	150.00
		PRE EMPLOY TESTING	PV	107705	001	09101	6/15/2021	10978	50.00
								Summary Total	50.00
		PRE EMPLOY DRUG SCREEN	PV	107811	001	09101	6/22/2021	11063	50.00
								Summary Total	50.00
								Payment Amount	450.00
110547	NORTHWEST LIGHTING SYSTEMS CO. NORTHWEST LIGHTING SYSTEMS CO. 746 CRAIG AVENUE TRACY MN 56175	MISC SUPPLIES	PV	107837	001	09101	6/24/2021	121495	562.00
								Summary Total	562.00
								Payment Amount	562.00
111488	POPP.COM INC POPP.COM INC 620 MENDELSSOHN AVE NO SUITE 101 GOLDEN VALLEY MN 55427	JUNE 2021 SERVICE	PV	107838	001	09101	6/30/2021	992682572	71.41
		JUNE 2021 SERVICE	PV	107838	002	09101	6/30/2021	992682572	31.73
		JUNE 2021 SERVICE	PV	107838	003	09101	6/30/2021	992682572	39.66
		JUNE 2021 SERVICE	PV	107838	004	09101	6/30/2021	992682572	150.72
		JUNE 2021 SERVICE	PV	107838	005	09101	6/30/2021	992682572	23.80
		JUNE 2021 SERVICE	PV	107838	006	09101	6/30/2021	992682572	91.23
		JUNE 2021 SERVICE	PV	107838	007	09101	6/30/2021	992682572	35.68
		JUNE 2021 SERVICE	PV	107838	008	09101	6/30/2021	992682572	104.24
		JUNE 2021 SERVICE	PV	107838	009	09101	6/30/2021	992682572	81.74
		JUNE 2021 SERVICE	PV	107838	010	09101	6/30/2021	992682572	92.69
		JUNE 2021 SERVICE	PV	107838	011	09101	6/30/2021	992682572	51.50
								Summary Total	774.40
								Payment Amount	774.40
113444	PRECISE PRECISE 501 EAST CLIFF ROAD SUITE 100 BURNSVILLE MN 55337	MAY 2021 SERVICE	PV	107839	001	09101	6/28/2021	200-1031566	900.00
								Summary Total	900.00
								Payment Amount	900.00
113737	RATWIK ROSZAK AND MALONEY PA RATWIK ROSZAK AND MALONEY PA	MAY 21 SERVICES/RETAINER	PV	107708	001	09101	5/31/2021	68989	2,770.27
		MAY 21 SERVICES/RETAINER	PV	107708	002	09101	5/31/2021	68989	90.00

R04570

CITY OF RAMSEY  
Create Payment Control Groups

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 Bank Account 999.1010 CASH IN BANK 00002224  
 Version LOGIS004V  
 Originator JLIPSKI  
 Payment Instrument T A/P ACH Payment  
 Pay Through Date 12/31/2021

Payee Number	Name / Mailing Address	Stub Message	Document Ty	Number	Itm	Co	Due Date	Invoice Number	Payment Amount
	300 U.S. TRUST BUILDING	MAY 21 SERVICES/RETAINER	PV	107708	003	09101	5/31/2021	68989	360.00
	730 SECOND AVENUE SOUTH MINNEAPOLIS MN 55402	MAY 2021 SERVICES	PV	107709	001	09214	5/31/2021	68988	105.00
		MAY 2021 SERVICES	PV	107709	002	09214	5/31/2021	68988	1,670.00
				Summary Total					3,220.27
				Payment Amount					1,775.00
				Payment Amount					4,995.27
100431	SAFETY KLEEN CORPORATION	RECYCLE PARTS WASHER FLUID	PV	107814	001	09101	6/4/2021	CN12958827	110.97
	SAFETY KLEEN CORPORATION PO BOX 975201 DALLAS TX 75397-5201			Summary Total					110.97
				Payment Amount					110.97
100976	SHRED IT	PD SHREDDING	PV	107703	001	09101	6/15/2021	8182233035	83.73
	SHRED IT USA MINNEAPOLIS 28883 NETWORK PLACE CHICAGO IL 60673-1288			Summary Total					83.73
				Payment Amount					83.73
100469	STREICHER'S POLICE EQUIPMENT	BOOTS	PV	107815	001	09101	6/8/2021	I1507378	139.99
	STREICHER'S POLICE EQUIPMENT 10911 WEST HWY 55 MINNEAPOLIS MN 55441			Summary Total					139.99
				Payment Amount					139.99
110313	SUMMIT FIRE PROTECTION	ANNUAL INSPEC PARK RAMP 6/21	PV	107842	001	09240	6/24/2021	130019528	273.00
	SUMMIT FIRE PROTECTION P O BOX 6205	CH SPRINKLER INSPECT 6/21	PV	107843	001	09101	6/29/2021	130019948	315.00
	CAROL STREAM IL 60197-6205			Summary Total					315.00
		CH ANNUAL FIRE INSPECT 6/21	PV	107847	001	09101	6/24/2021	130019526	724.00
				Summary Total					724.00
				Payment Amount					1,312.00
100485	TIMESAVER OFF SITE	JUNE 2021 MEETINGS	PV	107682	001	09101	6/14/2021	M26521	656.88



Councilmember introduced the following resolution and moved for its adoption:

**RESOLUTION #21-189**

**RESOLUTION APPROVING CASH DISBURSEMENTS MADE AND AUTHORIZING PAYMENT OF ACCOUNTS PAYABLE INVOICING RECEIVED DURING THE PERIOD OF JUNE 17, 2021 THROUGH JULY 7, 2021**

**WHEREAS**, the City of Ramsey Finance Department has made cash disbursements and received accounts payable invoicing during the period of June 17, 2021, through July 7, 2021, in the amount of \$ 1,803,413.55 and

**WHEREAS**, the City Council of the City of Ramsey is required to authorize payment for all disbursement transactions.

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

- 1) That the Ramsey City Council hereby approves the cash disbursements made and authorizes payment of the accounts payable invoices as detailed in the attached Bills List for the period June 17, 2021, through July 7, 2021, in the amount of \$ 1,803,413.55.

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

Mayor Kuzma  
Councilmember  
Councilmember  
Councilmember  
Councilmember  
Councilmember  
Councilmember

and the following voted against the same:

None

and the following abstained:

None

and the following were absent:

None

whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this 13th day of July, 2021.

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Mayor

**ATTEST:**

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City Clerk

**Meeting Date:** 07/13/2021

**Submitted For:** Joe Feriancek, Engineering/Public Works

**By:** Joe Feriancek, Engineering/Public Works

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### Information

**Title**

Adopt Resolution #21-194 Ordering Request for Proposals for Topographic Surveys, Geotechnical Evaluations and Utility Testing for 2022 Pavement Management Program Projects

**Purpose/Background:**

**Purpose:**

The purpose of this case is to adopt Resolution #21-194 ordering Requests for Proposals for topographic surveys, geotechnical evaluations and utility testing for 2022 Pavement Management Program projects.

**Background:**

The current 2021 through 2030 10-Year Capital Improvement Plan (CIP) proposes street reconstructions of the following streets in 2022:

- Autumn Heights Subdivision
- MSA Waco Street between Sunwood Drive and 150<sup>th</sup> Avenue
- MSA Sunwood Drive between Trunk Highway 47 and Waco Street

Staff has received several comments on the poor conditions of the streets within the Wood Pond Hills 2nd - 5th Additions. Staff has also observed a quick deterioration of these streets. The City Improvement Project #21-12, 2021 Additional Pavement Overlay Improvements moved an estimated \$671,000 in Pavement Management Funds from 2022 to 2021, if City Council awards the project. The Wood Pond Hills reconstruction project is estimated to draw \$544,500 from the Pavement Management Fund per the 2021 - 2030 Capital Improvement Program. Due to resident comments and Staff observation, Staff is anticipating to recommend moving the Wood Pond Hills 2<sup>nd</sup> – 5<sup>th</sup> street reconstruction, currently in the CIP as a 2026 project, to a 2022 project in the 2022 through 2031 CIP. Staff therefore finds it appropriate to request proposals for the Wood Pond Hills 2nd - 5th neighborhood as well.

Staff will use the materials as design aids for the improvement projects. Topographic surveys are essential to locate all existing site features and to create an existing ground surface, used as the base for designing the project. Geotechnical Reports inform Staff of subsoil conditions, which is essential when designing the pavement section for the reconstructed streets. Also included are groundwater elevations and support capabilities of the soils for utilities and trenches, as well as associated back filling recommendations. Televising sewer pipes informs staff of the condition of the pipes, and locates existing damage. This allows staff to include fixing damaged pipes into the construction plans, which is more cost effective than doing repairs as standalone projects, or as change orders during the reconstruction project.

Street segment summaries and 2022 street reconstruction map is attached to this case for reference.

**Notification:**

No notifications are required with this case.

**Observations/Alternatives:**

Motion to adopt Resolution #21-194 ordering Requests for Proposals for topographic surveys, geotechnical evaluations and utility testing for 2022 Pavement Management Program projects.

Note: Projects would be commenced based upon available funding.

**Recommendation:**

Staff recommends adopting Resolution #21-194 ordering Requests for Proposals for topographic surveys, geotechnical evaluations and utility testing for 2022 Pavement Management Program projects.

**Action:**

Adopt Resolution #21-194 ordering Requests for Proposals for topographic surveys, geotechnical evaluations and utility testing for 2022 Pavement Management Program projects.

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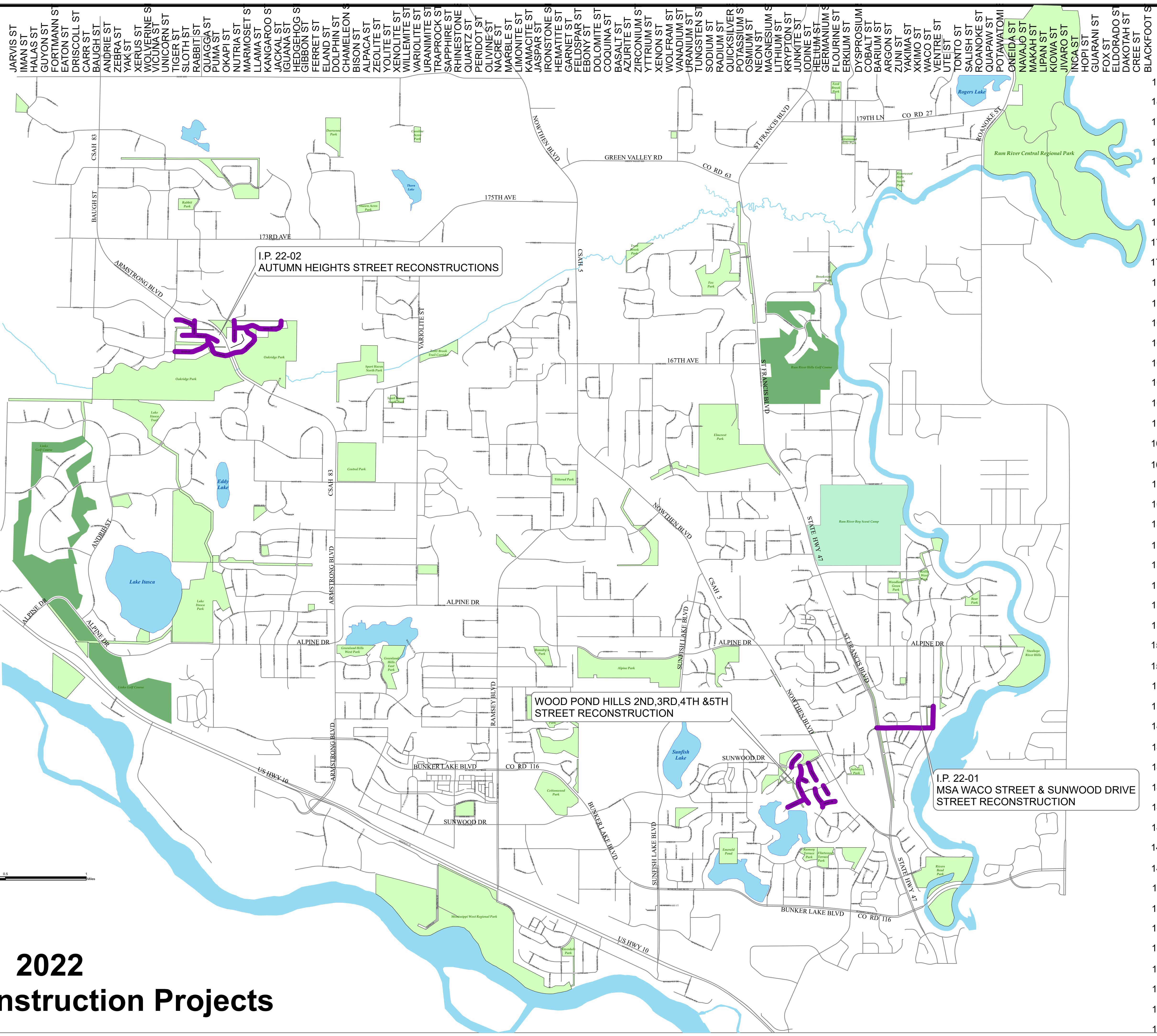
**Attachments**

- 2022 Street Reconstructon Map
- Sunwood and Waco Street Segment Summary
- Autumn Heights Street Segment Summary
- Wood Pond Hills Street Segment Summary
- Res 21-194

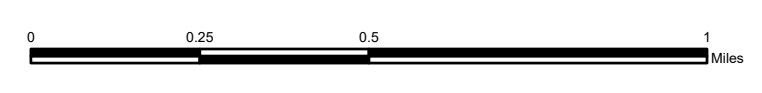
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**Form Review**

<b>Inbox</b>	<b>Reviewed By</b>	<b>Date</b>
Bruce Westby	Bruce Westby	07/07/2021 12:46 PM
Bruce Westby	Bruce Westby	07/07/2021 03:45 PM
Bruce Westby	Bruce Westby	07/07/2021 03:45 PM
Kurt Ulrich	Kurt Ulrich	07/07/2021 04:16 PM
Form Started By: Joe Feriancek		Started On: 06/15/2021 02:08 PM
Final Approval Date: 07/07/2021		



# 2022 Street Reconstruction Projects



## Legend

- 2022 Reconstruction
- Street Centerlines
- ScoutCamp
- Golf\_Courses
- Parks
- Rivers
- Lakes\_Ponds
- Creeks

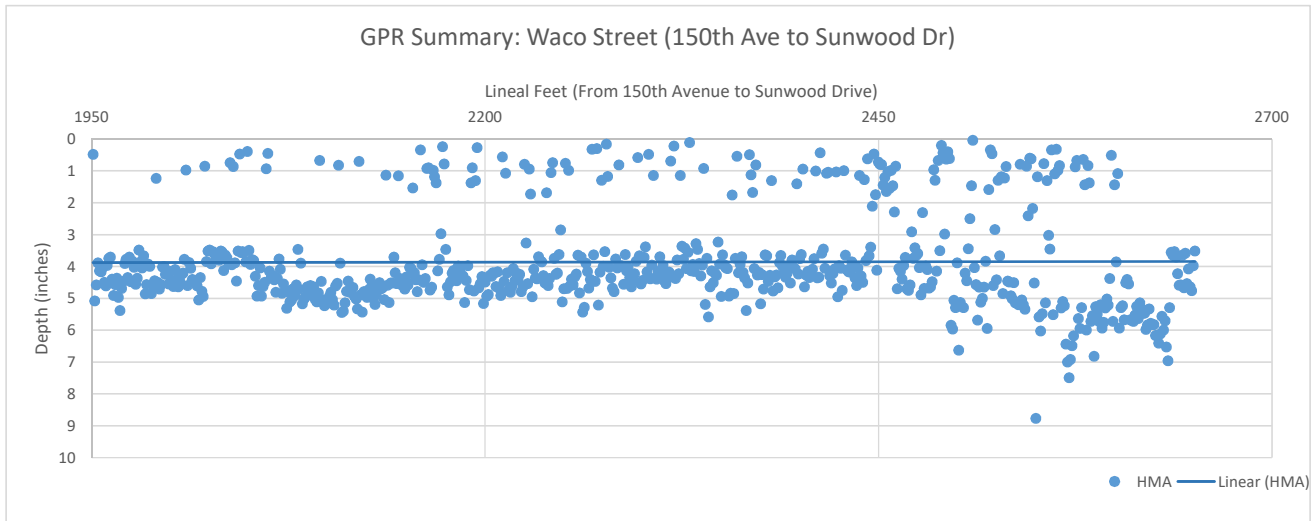
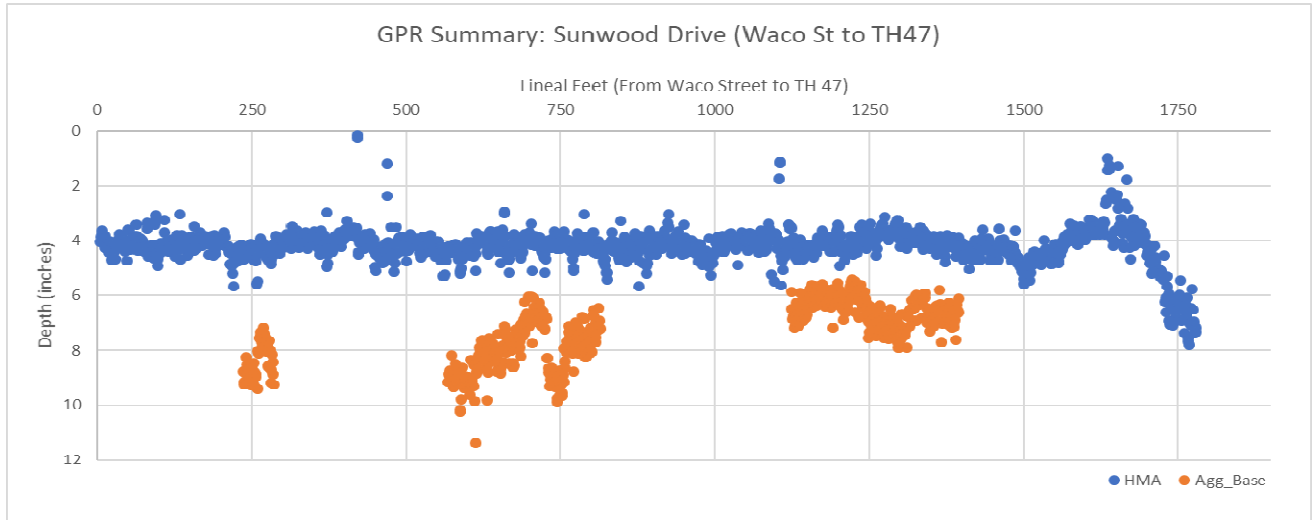
181ST AVE  
180TH AVE  
179TH AVE  
178TH AVE  
177TH AVE  
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174TH AVE  
173RD AVE  
172ND AVE  
171ST AVE  
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134TH AVE

JARVIS ST  
IMAN ST  
HALAS ST  
GUYON ST  
FORTMANN ST  
EATON ST  
DRISCOLL ST  
CARR ST  
BAUGH ST  
ANDRIE ST  
ZEBRA ST  
YAK ST  
XERUS ST  
WOLVERINE S  
VICUNA ST  
UNICORN ST  
TIGER ST  
SLOTH ST  
RABBIT ST  
QUAGGA ST  
PUMA ST  
OKAPI ST  
NUTRIA ST  
MARMOSET S  
LLAMA ST  
KANGAROO S  
JACKAL ST  
IGUANA ST  
HEDGEHOG S  
GIBBON ST  
FERRET ST  
ELAND ST  
DOLPHIN ST  
CHAMELEON S  
BISON ST  
ALPACA ST  
ZEOLITE ST  
YOLITE ST  
XENOLITE ST  
WILLEMITE ST  
VARIOLITE ST  
URANIMITE ST  
TRAPROCK ST  
SAPPHIRE ST  
RHINESTONE  
QUARTZ ST  
PERIDOT ST  
OLIVINE ST  
NACRE ST  
MARBLE ST  
LIMONITE ST  
KAMACITE ST  
JASPAR ST  
IRONSTONE S  
HEMATITE ST  
GARNET ST  
FELDSPAR ST  
EBONY ST  
DOLOMITE ST  
COQUINA ST  
BASALT ST  
AZURITE ST  
ZIRCONIUM S  
YTRITIUM ST  
XENON ST  
WOLFRAM ST  
VANADIUM ST  
URANIUM ST  
TUNGSTEN ST  
SODIUM ST  
RADIUM ST  
QUICKSILVER  
POTASSIUM S  
OSMIUM ST  
NEON ST  
MAGNESIUM S  
LITHIUM ST  
KRYPTON ST  
JUNKITE ST  
IODINE ST  
HELIUM ST  
GERMANIUM S  
FLOURINE ST  
ERKLUM ST  
DYSPROSIUM  
COBALT ST  
BARIUM ST  
ARGON ST  
ZUNI ST  
YAKIMA ST  
WAKO ST  
VENTRE ST  
UTE ST  
TONTO ST  
SALISH ST  
ROANOKE ST  
QUAPAW ST  
POTAWATOMI  
ONEIDA ST  
NAVAJO ST  
MAKAH ST  
LIPAN ST  
KIOWA ST  
JIVARO ST  
INGCA ST  
HOPI ST  
GUARANI ST  
FOX ST  
ELDORADO ST  
DAKOTA ST  
CREE ST  
BLACKFOOT S

**IP 22-01 Sunwood Drive & Waco Street Reconstruction**

**Street Segment Summary**

Street Description				Street History					GPR Summary		
Street	Segment Description	Length (feet)	Curb	2020 PASER	Year Built	Maint. 1	Maint. 2	Maint. 3	Avg HMA (inches)	Avg Agg. Base (inches)	Avg Section (inches)
Sunwood Drive	TH 47 / Waco Street	1,826	conc.	4	1985	SC 1992	SC 2006	SC 2013	4.20	3.25	7.38
Waco Street	Sunwood Drive / 150th Avenue	705	conc.	3	1992	SC 2006			3.86	n/a*	n/a*
<b>Total Length</b>				<b>2,531</b>	<b>0.48 mi.</b>	* GPR not able to detect Agg. Base					



**IP 22-02 Autumn Heights Street Reconstructions**

**Street Segment Summary**

Street Description				Street History						GPR Summary		
Street	Segment Description	Length (feet)	Section (Urban / Rural)	2020 PASER	Year Built	Maint. 1	Maint. 2	Maint. 3	Maint. 4	Avg HMA (inches)	Avg Agg. Base (inches)	Avg Section (inches)
167th Lane	Armstrong Boulevard / 168th Lane	1494	Rural	2	1984	SC 1991	OL 1998	SC 1997	SC 2004	3.5	3.5	7.0
167th Lane	Puma Street / Armstrong Boulevard	919	Rural	2	1977	SC 1983	OL 1990	SC 1997	SC 2004	3.5	3.7	7.2
167th Lane	W EOP / Puma Street	1191	Rural	2	1983	SC 1990	OL 1997	SC 1997	SC 2004	3.9	4.0	7.9
168th Avenue	Puma Street / CDS	331	Rural	2	1985	SC 1992	OL 1999	SC 1997	SC 2004	3.5	3.4	6.9
168th Avenue	Rabbit Street / CDS	386	Rural	2	1981	SC 1988	OL 1995	SC 1997	SC 2004	3.5	3.4	6.9
168th Avenue	Rabbit Street / Puma Street	457	Rural	2	1980	SC 1987	OL 1994	SC 1997	SC 2004	3.5	3.4	6.9
168th Lane	167th Lane / N EOP	1387	Rural	2	1978	SC 1985	OL 1992	SC 1997	SC 2004	3.6	3.1	6.7
168th Lane	Nutria Street / 167th Lane	355	Rural	2	1979	SC 1986	OL 1993	SC 1997	SC 2004	3.6	3.1	6.7
169th Avenue	W EOP / Rabbit Street	640	Rural	2	1977	SC 1984	OL 1991	SC 1997	SC 2004	3.5**	3.4**	6.9**
Nutria Street	168th Lane / CDS	401	Rural	3	1986	SC 1993	OL 2000	SC 1997	SC 2004	3.4	n/a *	n/a *
Nutria Street	N EOP / 168th Lane	242	Rural	3	1982	SC 1989	OL 1996	SC 1997	SC 2004	3.4	n/a *	n/a *
Puma Street	167th Lane / 168th Avenue	226	Rural	2	1987	SC 1994	OL 2001	SC 1997	SC 2004	3.9	n/a *	n/a *
Rabbit Street	168th Avenue / Armstrong Boulevard	473	Rural	2	1988	SC 1995	OL 2002	SC 1997	SC 2004	3.3	3.1	6.4
										* GPR not able to detect Agg. Base		
										** Estimated Depths, GPR not available		
<b>Total Length</b>		<b>8,502</b>	<b>1.61 mi.</b>									

**Wood Pond Hills 2nd, 3rd, 4th & 5th Street Reconstructions  
Street Segment Summary**

Street Description				Street History						GPR Summary		
Street	Segment Description	Length (feet)	Section (Urban / Rural)	2020 PASER	Year Built	Maint. 1	Maint. 2	Maint. 3	Maint. 4	Avg HMA (inches)	Avg Agg. Base (inches)	Avg Section (inches)
145th Circle	Iodine Street / CDS	425	Urban	5	1996	SC 1998	SC 2005		SC 2013	2.4	5.3	7.4
145th Court	Junkite Street / W EOP	625	Urban	5	1994	SC 1998	SC 2005		SC 2013	2.7	3.6	6.3
146th Circle	Junkite Street / CDS	226	Urban	3	1993	SC 1998	SC 2005			4.0	3.0	7.0
Helium Court	146th Avenue / CDS	301	Urban	7	1996	SC 1998	SC 2005		SC 2013	2.0	5.7	7.7
Iodine Street	145th Circle / S EOP	92	Urban	7	1996	SC 1998	SC 2005		SC 2013	2.0	3.6	5.6
Iodine Street	146th Avenue / 145th Circle	569	Urban	7	1996	SC 1998	SC 2005		SC 2013	3.1	3.6	6.7
Iodine Street	Sunwood Drive / CDS	612	Urban	3	1992	SC 1998	SC 2005			3.1	4.4	7.5
Junkite Street	145th Court / 146th Avenue	164	Urban	3	1994	SC 1998	SC 2005			2.8	4.4	7.2
Junkite Street	145th Court / CDS	197	Urban	3	1994	SC 1998	SC 2005		SC 2013	2.8	4.4	7.2
Junkite Street	146th Avenue / S EOP	39	Urban	3	1993	SC 1998	SC 2005	OL 2012		2.8	4.4	7.2
Junkite Street	146th Circle / 146th Avenue	521	Urban	3	1993	SC 1998	SC 2005			2.8	4.4	7.2
Junkite Street	Sunwood Drive / 146th Avenue	406	Urban	3	1993	SC 1998	SC 2005			2.8	4.4	7.2
Krypton Court	Sunwood Drive / CDS	466	Urban	3	1993	SC 1998	SC 2005			3.2	5.9	9.1
		<b>Total Length</b>	<b>4,643</b>	<b>0.88 mi.</b>								

\* GPR not able to detect Agg. Base

\*\* Estimated Depths, GPR not available

Councilmember \_\_\_\_\_ introduced the following resolution and moved for its adoption:

**RESOLUTION #21-194**

**RESOLUTION ORDERING REQUEST FOR PROPOSALS FOR TOPOGRAPHIC SURVEYS, GEOTECHNICAL EVALUATIONS AND UTILITY TESTING FOR 2022 PAVEMENT MANAGEMENT PROGRAM PROJECTS**

**WHEREAS**, the streets within the Autumn Heights subdivision, Wood Pond Hills 2<sup>nd</sup>, 3<sup>rd</sup>, 4<sup>th</sup> and 5<sup>th</sup> Additions, Waco Street between Sunwood Drive and 150<sup>th</sup> Avenue, and Sunwood Drive between Trunk Highway 47 and Waco Street are proposed to be reconstructed in 2022; and

**WHEREAS**, topographic surveys, geotechnical evaluations, televising of sanitary and storm sewers, and leak testing of watermain is required to accurately evaluate and design proposed 2022 pavement management program projects; and

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

- 1) That the Ramsey City Council hereby orders the City Engineer to request proposals for said services.

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 13<sup>th</sup> day of July, 2021.

---

Mayor

**ATTEST:**

---

City Clerk

Meeting Date: 07/13/2021

By: Bria Raines, Community Development

**Information**

**Title**

Adopt Resolution #21-196 Approving Property Maintenance Standards Agreement And Declaring Terms for Rum River Hills Golf Club At 16659 Saint Francis Blvd NW

**Purpose/Background:**

City Staff received several complaints regarding a brush pile at the Subject Property, 16659 Saint Francis Blvd. NW, located on-site near residences on Germanium St. NW. Rum River Hills Golf Club has been using this area to store accumulated brush until a significant amount was ready to obtain a burn permit for. Rum River Hills is permitted by City Code to burn the brush pile with a burn permit, but the accumulation of brush cannot exceed 30 days per the City Code. Despite the brush pile being in compliance, City Staff has continued to receive complaints regarding the brush pile. Staff has worked with Rum River Hills to determine a new location and berm to screen the brush pile.

**Notification:**

No notification is required.

**Observations/Alternatives:**

According to historic aerial photos, Rum River Hills Golf Club has been using the location for the brush pile since at least 2005. Complaints have been unfounded in regard to allegations of environmental hazards buried in the soil. Staff has no evidence of refuse, or garbage buried in the brush pile after on-site inspection. Resolution #21-196 will be an agreement between the City of Ramsey and Rum River Hills Golf Club to verify compliance at the berm location next to the residential properties.

**Funding Source:**

This case is being handled as part of staffs regular duties.

**Recommendation:**

Staff recommends adoption of Resolution #21-196 approving property maintenance standards agreement and declaring terms for Rum River Hills Golf Club at 16559 Saint Francis Blvd NW.

**Action:**

Motion to adopt Resolution #21-196 approving property maintenance standards agreement and declaring terms for Rum River Hills Golf Club at 16559 Saint Francis Blvd NW.

**Attachments**

First Notice of Violation

Resolution #21-196

**Form Review**

**Inbox**  
Bruce Westby

**Reviewed By**  
Bruce Westby

**Date**  
07/07/2021 01:01 PM

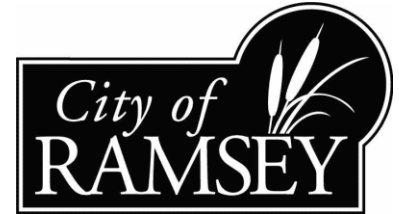
Kurt Ulrich  
Form Started By: Bria Raines  
Final Approval Date: 07/07/2021

Kurt Ulrich

07/07/2021 01:43 PM  
Started On: 07/01/2021 02:10 PM

STATE OF MINNESOTA  
COUNTY OF ANOKA

CITY OF RAMSEY  
*Code Enforcement Unit*



April 14, 2021

Rum River Hills, LLC  
Or Current Owner  
16659 St. Francis Blvd NW  
Ramsey, MN 55303

**-FIRST NOTICE OF VIOLATION -**

RE: Violations on Anoka County PID # 11-32-25-44-0002 (16659 St. Francis Blvd NW)

Dear Property Owner:

The City of Ramsey has adopted ordinances that are designed to keep the community safe, healthy and attractive. City Staff received a complaint of commercial activity on the above premises. An inspection revealed the following violations of the Ramsey City Code as listed below:

- Chapter 30-3. – Property conditions constituting a public nuisance.
  - (1) Exposed accumulation of decayed or unwholesome food or vegetable matter.

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

- Chapter 30-3. – Property conditions constituting a public nuisance.
  - Properly store all public nuisance items, or remove them from the southside of the property.

**Please contact me at (763) 433-9840 to schedule a follow up inspection** after the violations are corrected (to ensure you are not assessed any charges), or to answer any questions you may have.

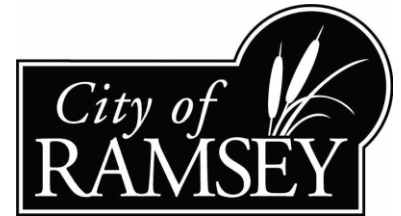
Sincerely,

A handwritten signature in cursive script that reads "Bria Raines".

Bria Raines, Zoning Code Enforcement Officer  
(763) 433-9840 | [braines@cityoframsey.com](mailto:braines@cityoframsey.com)  
Community Development Department

STATE OF MINNESOTA  
COUNTY OF ANOKA

CITY OF RAMSEY  
*Code Enforcement Unit*



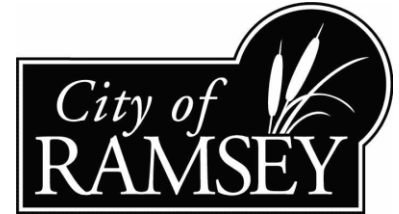
**Exhibits 1-3: Evidence of public nuisance on the property**



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

STATE OF MINNESOTA  
COUNTY OF ANOKA

CITY OF RAMSEY  
*Code Enforcement Unit*



**PLEASE CONTACT THE PLANNING DIVISION BEFORE FILING AN APPEAL**

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

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

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

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

Councilmember \_\_\_\_\_ introduced the following resolution and moved for its adoption:

**RESOLUTION #21-196**

**A RESOLUTION APPROVING  
A PROPERTY MAINTENANCE STANDARDS AGREEMENT AND DECLARING  
TERMS FOR RUM RIVER HILLS GOLF CLUB AT 16659 SAINT FRANCIS BLVD NW**

**WHEREAS**, Rum River Hills Golf Club, hereinafter referred to as the “Applicant”, has been operating a golf course and restaurant business at the property generally known as 16659 St. Francis Blvd NW and legally described as Outlot A, B, D, E, F, and G Rum River Hills.

**WHEREAS**, the Applicant wishes to construct a soil berm for the purposes of storing vegetative debris for maintenance burning of debris on the Subject Property; and

**WHEREAS**, the Applicant has no alternative placement to allowed burning of vegetative matter and has been using this technique of brush removal for some time; and

**WHEREAS**, The City Council of the City of Ramsey approved of the proposed maintenance standards on July 13, 2021.

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

1. That the Applicant may construct the soil berm in accordance with the Site Plan, contingent upon the Applicant entering into Property Maintenance Agreement with the City.
2. That the Property Standards Agreement is subject to final review by the City Attorney as a legal form.
3. That the Applicant agrees to relocate the existing berm, and dig up, inspect for any inorganic debris, and flatten current placement near pond.
4. That the Applicant agrees to seed the outside of the berm and area surrounding for an aesthetic exterior with no soil exposed to the residences adjacent to Subject Property.
5. The Applicant agrees to apply for burn permits twice a year; once at the beginning of Spring and at the end of Fall, at a minimum, in order to keep the pile in neat and orderly condition.
6. That the Applicant agrees to burn or empty the pile if it ever exceeds the top of the berm.
7. That the top of the berm shall be no more than 3 feet in height.
8. That the Applicant shall secure all necessary permits and licenses.

9. That the Applicant agrees to annual inspection, or inspection with 24 hours notice, by City Staff in order to check on the condition and upkeep of the berm.
10. That the Applicant agrees to keep the berm in compliance with all local applicable codes, including Chapter 30 of the City Code, and keep it well maintained and seeded on the side facing residential properties.
11. That the Applicant agrees to restore the site of the old berm (seen in Exhibit A) by grading and seeding the area. The Applicant agrees to ensure that the grass on this site takes hold and is maintained as the rest of the Property is.

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 \_\_\_\_<sup>th</sup> of July, 2021.

**CITY OF RAMSEY**

By: \_\_\_\_\_  
Its Mayor

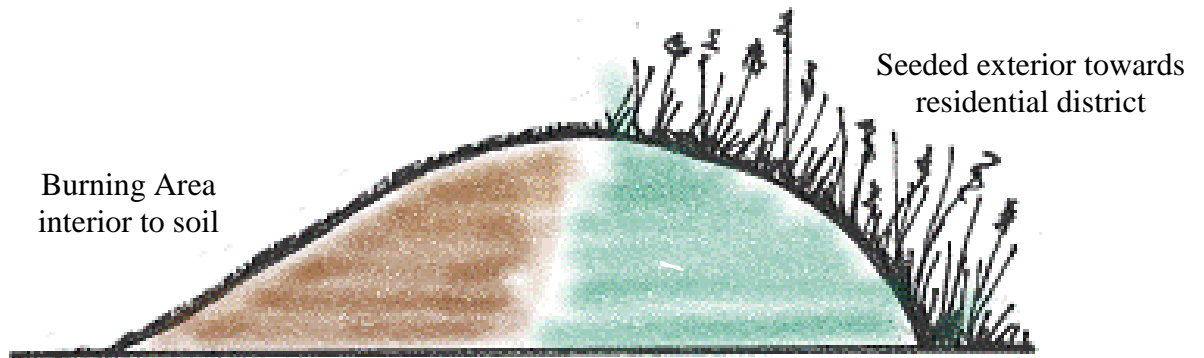
By: \_\_\_\_\_  
City Clerk

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

**Exhibit A: Existing Conditions**



**Exhibit B: Proposed Site Plan**



Meeting Date: 07/13/2021

By: Bria Raines, Community Development

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**Information**

**Title**

Adopt Resolution #21-197 Approving an Abatement of 14950 Peridot Street NW

**Purpose/Background:**

Staff is seeking authorization to abate two vehicles in violation of City Code at 14950 Peridot Street NW. The Subject Property has a history of City Code violations regarding off-street parking. The Property Owner has not paid the citations issued for the repeated violation. The vehicles are parked in the front yard on grass. It is unknown if the pickup truck is operable but the sedan has moved location in photo evidence.

**Notification:**

No notification is required for this case.

**Observations/Alternatives:**

There is a current code enforcement case on the Subject Property for off-street parking. The Subject Property is owner-occupied. There is photo evidence of the violations. A first notice of violation was sent to the property on June 1, 2021 with the previous cases in 2014, 2019, and 2020 handled by the Community Service Officers and Community Development Staff. No contact has been received from Property Owner. A second notice of violation was sent on June 15, 2021; and a third notice of violation was sent on July 2, 2021.

**Funding Source:**

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

**Recommendation:**

Staff recommends motion to adopt Resolution #21-197 approving an abatement of 14950 Peridot Street NW to remove vehicle in violation of City Code Section 117-355 regarding off-street parking. The City's towing contractor does not charge the City for towing of vehicles, but instead charges the owner at time of vehicle pickup. If the vehicle is not picked up within a certain time period as set forth by State Statute, the towing contractor, Northstar, can sell the vehicle.

**Action:**

Motion to adopt Resolution #21-197 approving an abatement of 14950 Peridot Street NW.

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**Attachments**

First Notice of Violation

Second Notice of Violation

Third Notice of Violation

Photo Evidence 7.2.21

Resolution #21-197

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**Form Review**

Inbox

Reviewed By

Date

Bruce Westby

Kurt Ulrich

Form Started By: Bria Raines

Final Approval Date: 07/07/2021

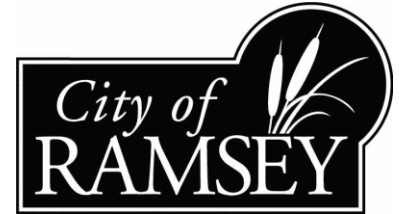
Bruce Westby

Kurt Ulrich

07/07/2021 01:09 PM

07/07/2021 01:58 PM

Started On: 07/02/2021 01:14 PM



June 2, 2021

Tara Wostrel  
Or Current Owner  
14950 Peridot St NW  
Ramsey, MN 55303

**-FIRST NOTICE OF VIOLATION -**

RE: Violations on Anoka County PID # 21-32-25-44-0029 (14950 Peridot St NW)

Dear Property Owner:

The City of Ramsey has adopted ordinances that are designed to keep the community safe, healthy and attractive. City Staff received a complaint for public nuisances on the above premises. An inspection revealed the following violations of the Ramsey City Code as listed below:

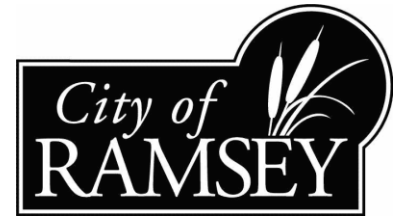
- City Code Section 30-3. – Property conditions constituting a public nuisance.
  - (6) The storage or accumulation of waste, refuse, or garbage that is not contained in a closed container designed or reasonably adapted for such purpose, except for 30 days preceding pick-up by a hauler. This includes any accumulation of appliances, plumbing fixtures, furniture, equipment, remnants of wood (decayed or weathered) unused construction materials, stockpiles of rocks or dirt, or any items that could not be put to use in the manner that they are intended.
  - (27) Any violation of section 117-355, relating to off-street parking regulations.
- City Code Section 117-355. – Residential development off-street parking.
  - Six items allowed for outdoor storage and parking on parcels less than two acres.
  - Only one unlicensed, inoperable motor vehicle that may be stored outdoors. This motor vehicle shall not be permitted to be stored in the front yard or driveway. This motor vehicle must be stored in the side or rear yard **on a prepared surface.**
    - If you are planning to install or expand any parking areas, a zoning permit is required.

**You have 14 days from the date of this letter to address the following (or you will receive an administrative citation of \$75 – if you have unpaid citations, they will be assessed to your property taxes):**

- City Code Section 30-3. – Property conditions constituting a public nuisance.
  - **Properly store or remove refuse from side of garage**
- City Code Section 117-355. – Residential development off-street parking.
  - **Please move vehicles onto an approved surface.**

STATE OF MINNESOTA  
COUNTY OF ANOKA

CITY OF RAMSEY  
Code Enforcement Unit



- Vehicles shall not be parked on grass.

Please contact me at (763) 433-9840 to schedule a follow up inspection when the violations have been corrected, or to answer any questions you may have.

Sincerely,

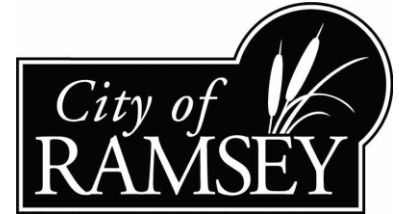
Bria Raines, Zoning Code Enforcement Officer  
(763) 433-9840 | [braines@cityoframsey.com](mailto:braines@cityoframsey.com)

**Exhibit 1: Evidence of refuse and parking violations on the Property**



STATE OF MINNESOTA  
COUNTY OF ANOKA

CITY OF RAMSEY  
*Code Enforcement Unit*



**PLEASE CONTACT THE PLANNING DIVISION BEFORE FILING AN APPEAL**

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

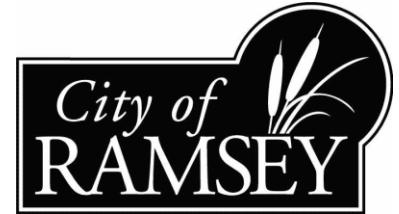
Jeff Katers, Chief of Police  
Ramsey Police Department  
7550 Sunwood Drive NW  
Ramsey, MN 55303

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

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

STATE OF MINNESOTA  
COUNTY OF ANOKA

CITY OF RAMSEY  
Code Enforcement Unit



June 16, 2021

Tara Wostrel  
Or Current Owner  
14950 Peridot St NW  
Ramsey, MN 55303

**-SECOND NOTICE OF VIOLATION -**

RE: Violations on Anoka County PID # 21-32-25-44-0029 (14950 Peridot St NW)

Dear Property Owner:

The City of Ramsey has adopted ordinances that are designed to keep the community safe, healthy and attractive. City Staff received a complaint for public nuisances on the above premises. An inspection revealed the following violations of the Ramsey City Code as listed below:

- City Code Section 30-3. – Property conditions constituting a public nuisance.
  - (27) Any violation of section 117-355, relating to off-street parking regulations.
- City Code Section 117-355. – Residential development off-street parking.
  - Six items allowed for outdoor storage and parking on parcels less than two acres.
  - Only one unlicensed, inoperable motor vehicle that may be stored outdoors. This motor vehicle shall not be permitted to be stored in the front yard or driveway.  
This motor vehicle must be stored in the side or rear yard **on a prepared surface.**
    - If you are planning to install or expand any parking areas, a zoning permit is required.

**An administrative citation for \$75 for violations on the property. You have 14 days from the date of this letter to address the following (or you will receive an administrative citation of \$250 – if you have unpaid citations, they will be assessed to your property taxes):**

- City Code Section 117-355. – Residential development off-street parking.
  - **Please move vehicles onto an approved surface.**
    - Vehicles shall not be parked on grass.

**Please contact me at (763) 433-9840 to schedule a follow up inspection** when the violations have been corrected, or to answer any questions you may have.

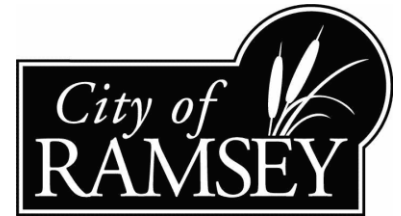
Sincerely,

Bria Raines, Zoning Code Enforcement Officer

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

STATE OF MINNESOTA  
COUNTY OF ANOKA

CITY OF RAMSEY  
*Code Enforcement Unit*



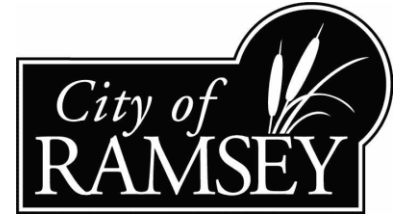
(763) 433-9840 | [braines@cityoframsey.com](mailto:braines@cityoframsey.com)

**Exhibit 1: Evidence of parking violations on the Property**



STATE OF MINNESOTA  
COUNTY OF ANOKA

CITY OF RAMSEY  
*Code Enforcement Unit*



**PLEASE CONTACT THE PLANNING DIVISION BEFORE FILING AN APPEAL**

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

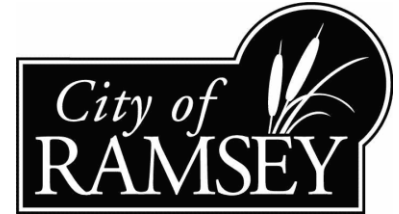
Jeff Katers, Chief of Police  
Ramsey Police Department  
7550 Sunwood Drive NW  
Ramsey, MN 55303

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

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

STATE OF MINNESOTA  
COUNTY OF ANOKA

CITY OF RAMSEY  
Code Enforcement Unit



July 2, 2021

Tara Wostrel  
Or Current Owner  
14950 Peridot St NW  
Ramsey, MN 55303

**-THIRD NOTICE OF VIOLATION -**

RE: Violations on Anoka County PID # 21-32-25-44-0029 (14950 Peridot St NW)

Dear Property Owner:

The City of Ramsey has adopted ordinances that are designed to keep the community safe, healthy and attractive. City Staff received a complaint for public nuisances on the above premises. An inspection revealed the following violations of the Ramsey City Code as listed below:

- City Code Section 30-3. – Property conditions constituting a public nuisance.
  - (27) Any violation of section 117-355, relating to off-street parking regulations.
- City Code Section 117-355. – Residential development off-street parking.
  - Six items allowed for outdoor storage and parking on parcels less than two acres.
  - Only one unlicensed, inoperable motor vehicle that may be stored outdoors. This motor vehicle shall not be permitted to be stored in the front yard or driveway.  
This motor vehicle must be stored in the side or rear yard **on a prepared surface.**
    - If you are planning to install or expand any parking areas, a zoning permit is required.

**An administrative citation for \$250 for violations on the property. You have 14 days from the date of this letter to address the following (if you have unpaid citations, they will be assessed to your property taxes):**

- City Code Section 117-355. – Residential development off-street parking.
  - **Please move vehicles onto an approved surface.**
    - Vehicles shall not be parked on grass.

**Please contact me at (763) 433-9840 to schedule a follow up inspection** when the violations have been corrected, or to answer any questions you may have.

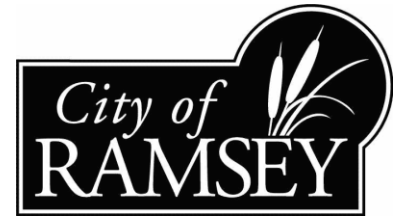
Sincerely,

Bria Raines, Zoning Code Enforcement Officer

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

STATE OF MINNESOTA  
COUNTY OF ANOKA

CITY OF RAMSEY  
*Code Enforcement Unit*



(763) 433-9840 | [braines@cityoframsey.com](mailto:braines@cityoframsey.com)

**Exhibit 1: Evidence of parking violations on the Property**



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





Councilmember \_\_\_\_\_ introduced the following resolution and moved for its adoption:

**RESOLUTION #21-197**

**A RESOLUTION APPROVING HIRING CONTRACTORS TO ABATE OFF-STREET PARKING ITEMS FROM 14950 PERIDOT STREET NW**

**WHEREAS**, the property owner Tara Wostrel (the “Property Owner”) has an open code enforcement case on the property generally known as 14950 Peridot Street NW and legally described as follows:

PINEVIEW ESTATE LOT 6 BLK 5 PINEVIEW ESTATES (SUBJ TO EASE AS SHOWN ON PLAT), Anoka County, Minnesota (the “Subject Property”); and

**WHEREAS**, the Subject Property is an owner occupied property; and

**WHEREAS**, the Subject Property is zoned R-1 Residential (Rural Developing); and

**WHEREAS**, the Subject Property is approximately 1.71 acres in size; and

**WHEREAS**, there are documented City Code violations dating back to 2014 with notices of violation regarding off-street parking and public nuisances; and

**WHEREAS**, the City has most recently opened a case on the Subject Property for violations related to off-street parking and public nuisances; and

**WHEREAS**, the City sent a recent formal first notice of violation on June 1, 2021 for public nuisances and off-street parking; and

**WHEREAS**, the City sent a recent second notice of violation on June 15, 2021 for off-street parking; and

**WHEREAS**, the City sent a recent third notice of violation on July 2, 2021 for off-street parking; and

**WHEREAS**, the City of Ramsey City Code would allow the Subject Property to properly store all items in accordance with Section 117-355 regarding residential off-street parking; and

**WHEREAS**, the residential off-street parking in the City Code prohibits the storing of vehicles on grass in the R-1 Rural Developing zoning district; and

**WHEREAS**, the Property Owner has not responded to attempts to contact Staff concerning violations; and

**WHEREAS**, the Property Owner has not paid for the administrative citations; and

**WHEREAS**, the Subject Property has had four (4) off-street violations since August 2014.

## **FINDINGS OF FACT**

1. The City recently inspected the property from the road on:
  - a. June 1, 2021;
  - b. June 15, 2021; and
  - c. July 2, 2021
2. Property Owner has not responded since initial first notice of violation sent on June 1, 2021.
3. The City sent formal notices via US Mail on:
  - a. June 1, 2021 for a first notice of violation requesting the proper storage or removal of the vehicle being stored on grass and public nuisances on the property. The notice cited City Code requesting off-street parking violation and public nuisance items to be removed or properly stored.
  - b. June 15, 2021 for a second notice of violation requesting the proper storage or removal of the vehicle being stored on grass. The notice cited City Code requesting off-street parking violation items to be removed or properly stored.
  - c. July 2, 2021 for a third notice of violation requesting the proper storage or removal of the vehicle being stored on grass. The notice cited City Code requesting off-street parking violation items to be removed or properly stored.
4. The City has not received payment from the Property Owner for the administrative citation, or correspondence.

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

That the Ramsey City Council hereby grants approval of the proposed code enforcement action plan on the Subject Property as outlined below, contingent upon verification of any violation(s) of City Code:

1. The City of Ramsey shall utilize Northstar Towing and Reshetar Systems Inc. for abatement services per City policy.
2. That on July 16, 2021, the City of Ramsey Staff will send a notice of abatement for vehicles parked on the grass.
3. City of Ramsey Staff will work with the abatement contractors listed above to remove:
  - a. Green Pick-up Truck; and
  - b. Silver Sedan
4. That future violations within twelve (12) months of the same type will result in financial penalties and quicker escalation of violation notices.
5. That the City Council reserves the right to escalate future violations directly to District Court

for Temporary Restraining Order.

6. That if the Property Owner misses one of the aforementioned deadlines, Staff has the approval to:
  - a. Reinspect the Subject Property and document all items out of compliance.
  - b. Issue an abatement notice for specific items outlined in step (a).
  - c. Abate the Subject Property of items and charge abatement back to Property Owner.

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

and the following voted against the same:

and the following abstained:

and the following were absent:

whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 13<sup>th</sup> day of July, 2021.



Meeting Date: 07/13/2021

By: Bria Raines, Community Development

---

### Information

**Title**

Adopt Resolution #21-198 Approving an Abatement of 5991 146th Avenue NW

**Purpose/Background:**

Staff is seeking authorization to abate a vehicle in violation of City Code at 5991 146th Avenue NW. The Property Owner was given an extension in order to give her son more time to remove his vehicle. The vehicle is parked in the driveway partially on the grass. It appears the vehicle has not been moved from its placement in over a year.

**Notification:**

No notification is required for this case.

**Observations/Alternatives:**

There is a current code enforcement case on the Subject Property for off-street parking. The Subject Property is owner-occupied. There is photo evidence of the violations. A first notice of violation was sent to the property on May 25, 2021; a second notice sent with a citation for \$75 on June 10, 2021; and a third notice of violation sent on July 2, 2021 with a citation for \$250. The Property Owner requested an extension to give her son more time to move the vehicle. An extension to July 2, 2021 was given to the Property Owner. As of July 2, 2021 the vehicle has not been removed from the property.

**Funding Source:**

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

**Recommendation:**

Staff recommends motion to adopt Resolution #21-198 approving an abatement of 5991 146th Avenue NW to remove vehicle in violation of City Code Section 117-355 regarding off-street parking. The City's towing contractor does not charge the City for towing of vehicles, but instead charges the owner at time of vehicle pickup. If the vehicle is not picked up within a certain time period as set forth by State Statute, the towing contractor, Northstar, can sell the vehicle.

**Action:**

Motion to adopt Resolution #21-198 approving an abatement of 5991 146th Avenue NW.

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### Attachments

[First Notice of Violation](#)

[Second Notice of Violation](#)

[Third Notice of Violation](#)

[2020 Aerial Photo](#)

[7/2/2021 Photo](#)

[Resolution #21-198](#)

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## Form Review

### Inbox

Bruce Westby

Kurt Ulrich

Form Started By: Bria Raines

Final Approval Date: 07/07/2021

### Reviewed By

Bruce Westby

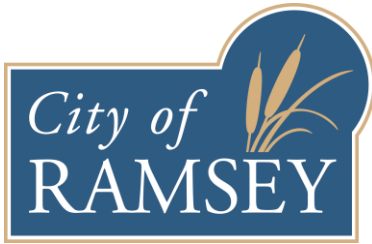
Kurt Ulrich

### Date

07/07/2021 01:14 PM

07/07/2021 01:59 PM

Started On: 07/02/2021 01:53 PM



7550 Sunwood Drive NW • Ramsey, MN 55303

City Hall: 763.427.1410 • Fax: 763.427.5543

[www.cityoframsey.com](http://www.cityoframsey.com)

May 25, 2021

Catherine Gacheru  
Or Current Owner  
5991 146<sup>th</sup> Avenue NW  
Ramsey, MN 55303

**-FIRST NOTICE OF VIOLATION -**

RE: Violations on Anoka County PID # 26-32-25-13-0037 (5991 146<sup>th</sup> Avenue NW)

Dear Property Owner:

The City of Ramsey has adopted ordinances that are designed to keep the community safe, healthy and attractive. City Staff received a complaint of noxious vegetation and work on the deck without a permit on the above premises. An inspection revealed the following violations of the Ramsey City Code as listed below:

- City Code Section 30-3 – Property conditions constituting a public nuisance.
  - (10) All grass, weeds, or noxious growths of vegetation upon public or private property exceeding eight inches in height.
  - (27) Any violation of section 117-355, relating to off-street parking regulations.
- City Code Section 105-24. - Permits, inspections and fees.
  - **Permits are required for work done** to the deck and pool such as removing and building structures.
- City Code Section 117-355 – Residential development off-street parking.
  - (4) Residents shall be allowed to have **one unlicensed, inoperable motor vehicle that may be stored outdoors**. This motor vehicle shall not be permitted to be stored in the front yard or driveway. This motor vehicle must be stored in the side or rear yard on a prepared surface and must be completely screened from adjacent properties and right-of-way. This motor vehicle shall still be subject to the city's public nuisance regulations.

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

- City Code Section 30-3 – Property conditions constituting a public nuisance.
  - **Please mow the grass on the property.**
  - **Vehicle needs to be parked ENTIRELY on approved surface, not on grass.**
- City Code Section 105-24. - Permits, inspections and fees.
  - **Stop all work being done on the deck.**
    - If you are planning on any work, please apply for a permit.

Please contact me at (763) 433-9840 to schedule a follow up inspection to confirm violations have been corrected, or to answer any questions you may have.

Sincerely,

*Bria Raines*

Bria Raines, Zoning Code Enforcement Officer  
(763) 433-9840 | braines@cityoframsey.com

**Exhibits 1-3: Evidence of violations on the premise.**



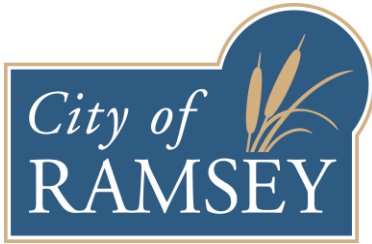
**PLEASE CONTACT THE PLANNING DIVISION BEFORE FILING AN APPEAL**

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

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

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

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



7550 Sunwood Drive NW • Ramsey, MN 55303

City Hall: 763.427.1410 • Fax: 763.427.5543

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June 10, 2021

Catherine Gacheru  
Or Current Owner  
5991 146<sup>th</sup> Avenue NW  
Ramsey, MN 55303

**-SECOND NOTICE OF VIOLATION -**

RE: Violations on Anoka County PID # 26-32-25-13-0037 (5991 146<sup>th</sup> Avenue NW)

Dear Property Owner:

The City of Ramsey has adopted ordinances that are designed to keep the community safe, healthy and attractive. City Staff received a complaint of work on the deck without a permit on the above premises. An inspection revealed the following violations of the Ramsey City Code as listed below:

- City Code Section 30-3 – Property conditions constituting a public nuisance.
  - (27) Any violation of section 117-355, relating to off-street parking regulations.
- City Code Section 105-24. - Permits, inspections and fees.
  - **Permits are required for work done** to the deck and pool such as removing and building structures.
- City Code Section 117-355 – Residential development off-street parking.
  - (4) Residents shall be allowed to have **one unlicensed, inoperable motor vehicle that may be stored outdoors**. This motor vehicle shall not be permitted to be stored in the front yard or driveway. This motor vehicle must be stored in the side or rear yard on a prepared surface and must be completely screened from adjacent properties and right-of-way. This motor vehicle shall still be subject to the city's public nuisance regulations.

**An administrative citation for \$75 has been included with this second notice. You have 14 days from the date of this letter to address the following (or you will receive an administrative citation of \$250):**

- City Code Section 30-3 – Property conditions constituting a public nuisance.
  - **Vehicle needs to be parked ENTIRELY on approved surface, not on grass.**
- City Code Section 105-24. - Permits, inspections and fees.
  - **Please apply for a permit if work is being done to the deck; and**
    - Call to discuss if work has or has not been done.

**Please contact me at (763) 433-9840 to schedule a follow up inspection** to confirm violations have been corrected, or to answer any questions you may have.

Sincerely,

*Bria Raines*

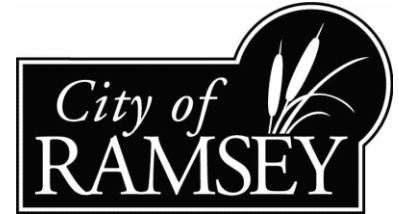
Bria Raines, Zoning Code Enforcement Officer  
(763) 433-9840 | braines@cityoframsey.com

**Exhibit 1: Evidence of violations on the premise.**



STATE OF MINNESOTA  
COUNTY OF ANOKA

CITY OF RAMSEY  
Code Enforcement Unit



July 2, 2021

Catherine Gacheru  
Or Current Owner  
5991 146<sup>th</sup> Avenue NW  
Ramsey, MN 55303

**-THIRD NOTICE OF VIOLATION -**

RE: Violations on Anoka County PID # 26-32-25-13-0037 (5991 146<sup>th</sup> Avenue NW)

Dear Property Owner:

The City of Ramsey has adopted ordinances that are designed to keep the community safe, healthy and attractive. As previously mentioned, Staff gave an extension as the Property Owner ensured the vehicle would be moved from the driveway by July 2, 2021. As of today, the inoperable vehicles is still in violation in the front driveway. An inspection revealed the following violations of the Ramsey City Code as listed below:

- City Code Section 30-3 – Property conditions constituting a public nuisance.
  - (27) Any violation of section 117-355, relating to off-street parking regulations.
- City Code Section 117-355 – Residential development off-street parking.
  - (4) Residents shall be allowed to have **one unlicensed, inoperable motor vehicle that may be stored outdoors**. This motor vehicle shall not be permitted to be stored in the front yard or driveway. This motor vehicle must be stored in the side or rear yard on a prepared surface.

**An administrative citation for \$250 has been included with this notice. You have 14 days from the date of this letter to address the following:**

- City Code Section 117-355 – Residential development off-street parking.
  - **Inoperable vehicles must be properly stored (such as in a garage or storage), on improved surfaces in side or rear property, or removed from the property.**

Please contact me at (763) 433-9840 to schedule a follow up inspection to confirm violations have been corrected, or to answer any questions you may have.

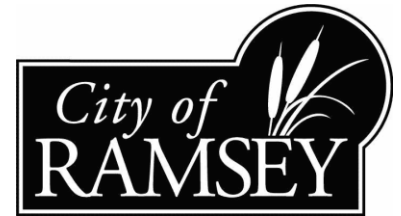
Sincerely,

A handwritten signature in black ink that reads "Bria Raines". The signature is written in a cursive, flowing style.

Bria Raines, Zoning Code Enforcement Officer  
(763) 433-9840 | braines@cityoframsey.com

STATE OF MINNESOTA  
COUNTY OF ANOKA

CITY OF RAMSEY  
*Code Enforcement Unit*

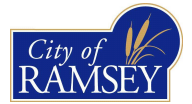


**Exhibit 1: Evidence of off-street parking violation.**



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

# 5991 146th Avenue NW



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

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Councilmember \_\_\_\_\_ introduced the following resolution and moved for its adoption:

**RESOLUTION #21-198**

**A RESOLUTION APPROVING HIRING CONTRACTORS TO ABATE OFF-STREET PARKING ITEMS FROM 5991 146<sup>th</sup> AVENUE NW**

**WHEREAS**, the property owner Catherine Gacheru (the “Property Owner”) has an open code enforcement case on the property generally known as 5991 146<sup>th</sup> Avenue NW and legally described as follows:

LOT 2 BLOCK 2 CHESTNUT RIDGE 2ND ADD, Anoka County, Minnesota (the “Subject Property”); and

**WHEREAS**, the Subject Property is an owner-occupied property; and

**WHEREAS**, the Subject Property is zoned R-1 Residential (MUSA); and

**WHEREAS**, the Subject Property is approximately .24 acres in size; and

**WHEREAS**, the City has recently opened a case on the Subject Property for violations related to off-street parking and public nuisances; and

**WHEREAS**, the City sent a recent formal first notice of violation on May 25, 2021 for public nuisances and off-street parking; and

**WHEREAS**, the City sent a recent second notice of violation on June 10, 2021 for off-street parking; and

**WHEREAS**, the City sent a recent third notice of violation on July 2, 2021 for off-street parking; and

**WHEREAS**, the City of Ramsey City Code would allow the Subject Property to properly store all items in accordance with Section 117-355 regarding residential off-street parking; and

**WHEREAS**, the residential off-street parking in the City Code prohibits the storing of vehicles on grass in the R-1 Rural Developing zoning district; and

**WHEREAS**, the residential off-street parking in the City Code prohibits the storing of inoperable vehicles in the front yard or driveway; and

**WHEREAS**, the vehicle appears unmoved from current place for at least a year; and

**WHEREAS**, the Property Owner was given an extension to properly store or remove the inoperable vehicle.

## **FINDINGS OF FACT**

1. The City recently inspected the property from the road on:
  - a. May 25, 2021;
  - b. June 10, 2021; and
  - c. July 2, 2021
2. Property Owner has responded and paid the initial citation issued.
3. The City sent formal notices via US Mail on:
  - a. June 1, 2021 for a first notice of violation requesting the proper storage or removal of the vehicle being stored on grass and public nuisances on the property. The notice cited City Code requesting off-street parking violation and public nuisance items to be removed or properly stored.
  - b. June 10, 2021 for a second notice of violation requesting the proper storage or removal of the vehicle being stored on grass. The notice cited City Code requesting off-street parking violation items to be removed or properly stored.
  - c. July 2, 2021 for a third notice of violation requesting the proper storage or removal of the vehicle being stored on grass. The notice cited City Code requesting off-street parking violation items to be removed or properly stored.
4. The City has received correspondence and the initial citation has been paid.

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

That the Ramsey City Council hereby grants approval of the proposed code enforcement action plan on the Subject Property as outlined below, contingent upon verification of any violation(s) of City Code:

1. The City of Ramsey shall utilize Northstar Towing and Reshetar Systems Inc. for abatement services per City policy.
2. That on July 16, 2021, the City of Ramsey Staff will send a notice of abatement for vehicle parked in driveway partially on grass.
3. City of Ramsey Staff will work with the abatement contractors listed above to remove:
  - a. Metallic Blue Sedan
4. That future violations within twelve (12) months of the same type will result in financial penalties and quicker escalation of violation notices.
5. That the City Council reserves the right to escalate future violations directly to District Court for Temporary Restraining Order.

6. That if the Property Owner misses one of the aforementioned deadlines, Staff has the approval to:
  - a. Reinspect the Subject Property and document all items out of compliance.
  - b. Issue an abatement notice for specific items outlined in step (a).
  - c. Abate the Subject Property of items and charge abatement back to Property Owner.

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

and the following voted against the same:

and the following abstained:

and the following were absent:

whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 13<sup>th</sup> day of July, 2021.



**CC Regular Session**

**5. 10.**

**Meeting Date:** 07/13/2021

**By:** Chloe McGuire Brigl, Community Development

**Information**

**Title**

Adopt Resolution #21-199 Approving Development Agreement for Oppidan Industrial

**Purpose/Background:**

The purpose of this case is to review a request from Oppidan Holdings, LLC (the "Applicant") for a development agreement associated with a previously approved site plan and final plat for Oppidan Industrial off Bunker Lake Blvd. This is the standard last step in the development process. The site plan and final plat met all City Code requirements, and the attached Development Agreement template is the City's standard template, which has been reviewed by the City's Attorney.

The attached development agreement is the City's standard template, unchanged from the template. The development agreement lays out fees, project costs, and financial sureties that the City will take in order to ensure that the project is completed to City standards.

**Notification:**

No notification required.

**Funding Source:**

The Applicant is responsible for all costs associated with review.

**Recommendation:**

Staff recommends adoption of Resolution #21-199 and approving the Development Agreement for Oppidan Industrial.

**Action:**

Motion to adopt Resolution #21-199 approving the Development Agreement for Oppidan Industrial.

**Attachments**

Site Location Map

Res. #21-199

Development Agreement

**Form Review**

**Inbox**

Kurt Ulrich

Form Started By: Chloe McGuire Brigl

Final Approval Date: 07/07/2021

**Reviewed By**

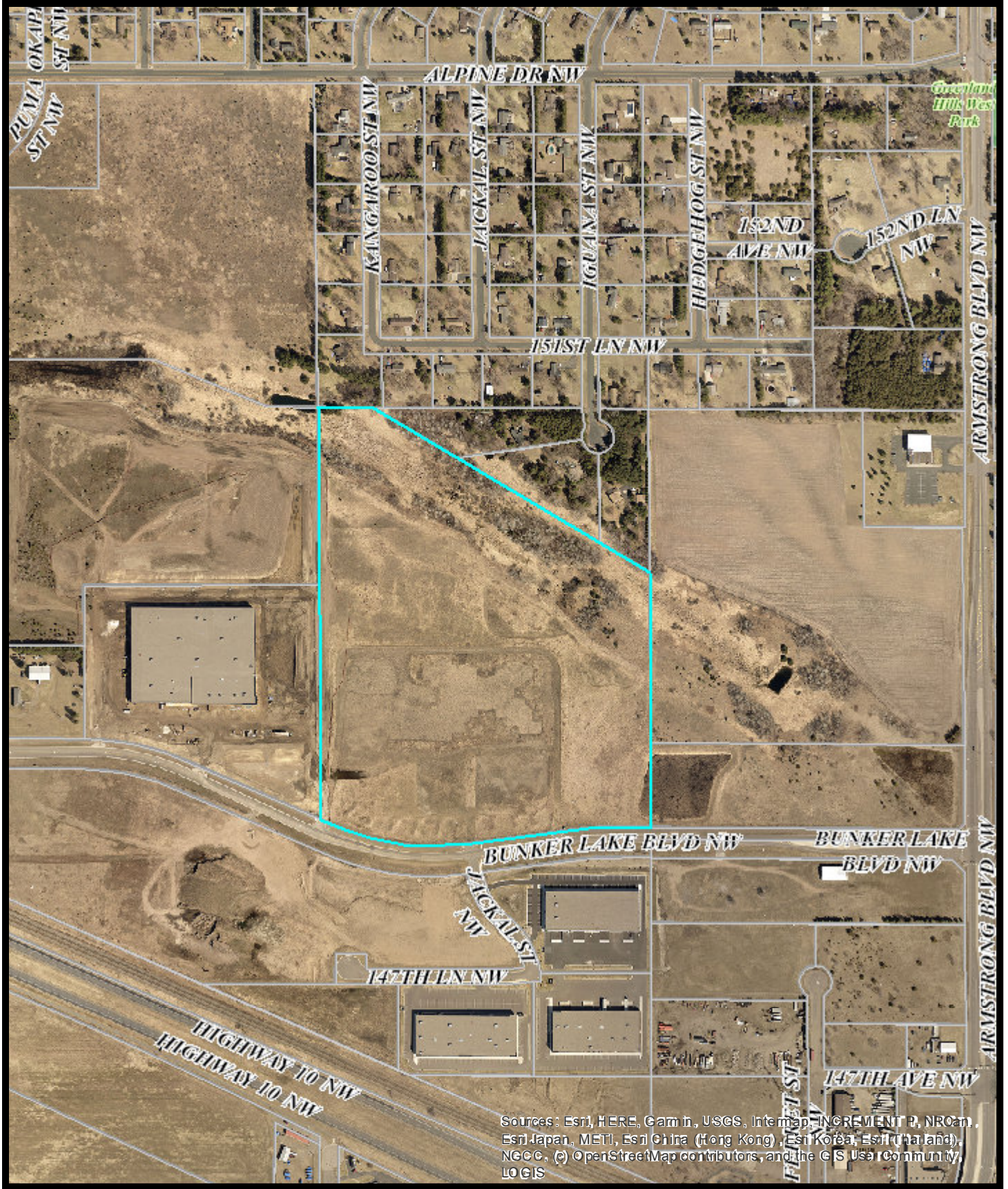
Kurt Ulrich

**Date**

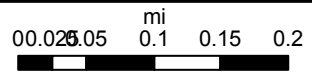
07/07/2021 12:10 PM

Started On: 07/06/2021 10:44 AM

# Subject Property



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



Councilmember \_\_\_\_\_ introduced the following resolution and moved for its adoption:

**RESOLUTION #21-199**

**RESOLUTION APPROVING DEVELOPMENT AGREEMENT FOR OPPIDAN**

**WHEREAS**, Oppidan Holdings, LLC hereafter referred to as “Developer,” properly applied for Site Plan, Grading Agreement, Final Plat approval of the following described property located in the City of Ramsey:

Lot 2, Block 1 Amsterdam Extension, Anoka County, Minnesota (the ‘Subject Property’);

**WHEREAS**, the City Council approved the Final Plat with several contingencies, including the Developer entering into a Development Agreement; and

**WHEREAS**, the City Council approved the Development Agreement on July 13, 2021.

**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 Development Agreement between the Developer and the City for Oppidan contingent upon final approval by City Engineer, City Attorney as to legal form.
- 2) That the Ramsey City Council hereby approves the Development Agreement with the understanding that the fee for Bunker Lake Blvd road improvements may be removed from the Development Agreement spreadsheet of fees, contingent upon City Engineer and City Attorney review, with the agreement from the Developer not to contest an assessment for future road improvements, if preferred by the Developer.
  - a. Language shall be similar to that of adjacent project’s development agreements and shall be included under the “Miscellaneous” section of the Development Agreement, if altered.
- 3) That the Applicant provide a trail easement along the entirety of the wetland on the north side of the site so the City can complete the trail along the wetland, in line with the City’s Park and Trail plans.
  - a. Staff can execute any additional documentation needed for this trail easement.
- 4) Approved wetland delineation and 16.5 foot setback encumbered by easement.
- 5) The Developer agreeing to a cost share agreement for Bunker Lake Boulevard road improvements.

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 13<sup>th</sup> day of January 2021.

---

Mayor

**ATTEST:**

---

City Clerk

**CITY OF RAMSEY  
DEVELOPMENT AGREEMENT FOR OPPIDAN**

This Agreement (hereinafter the “Agreement”) is dated as of this \_\_\_\_\_ day of \_\_\_\_\_, 2021 and is by and between the **CITY OF RAMSEY**, a Minnesota municipal corporation (the “**CITY**”) and Oppidan Holdings, LLC a Limited Liability Corporation under the laws of Minnesota (the “**PERMITTEE**”).

**Recitals**

- A. The **PERMITTEE** is the owner of land legally described on the attached Exhibit A (the “Subject Property”).
- B. The **PERMITTEE** has received approval from the **CITY** to subdivide the Subject Property and plat the same as Amsterdam Extension 2<sup>nd</sup> Addition (the “Plat”).

**Agreement**

- 1. Recitals. Recitals incorporated. The recitals stated above are hereby incorporated into this Agreement and are made part of this Agreement by reference.
- 2. Conditions of Approval. The **CITY** has approved the Plat subject to satisfaction of the following conditions subsequent:
  - a. The **PERMITTEE’S** Execution of this Agreement. That the **PERMITTEE** enter into this Agreement.
  - b. Marketable Title. That prior to recording the Plat, the **PERMITTEE** shall provide the **CITY** with proof of marketable title to the Subject Property either through a currently certified abstract, registered property abstract or title insurance commitment or policy.

- c. Proof of Authority. That the **PERMITTEE** provide proof that the respective governing boards of the **PERMITTEE** have authorized the **PERMITTEE'S** execution of this Agreement. This proof of authority may be satisfied by providing the **CITY** with a certified copy of the minutes of the governing board of each entity which grants such authority.
3. The Plans. The term “Plans” as used in this Agreement means the Final Plat Plans prepared by Egan, Field, and Nowak, Inc (Plat) and Kimley Horn (Civil), dated May 6, 2021 . The Plans remain subject to: (a) **CITY** Staff’s review and approval of the Plans to, among other things, confirm that the revisions requested in the **CITY** Staff’s review letter have been made; and (b) such further revisions as the **PERMITTEE** may propose and the **CITY** approves. The Plans shall not be attached to this Agreement, but are in the **CITY’S** files.
  4. Stage I Improvements. The public improvements the **PERMITTEE** will construct or install are as follows:
    - a. Lateral sanitary sewer.
    - b. Lateral water main.
    - c. Storm drainage facilities (when specified).
    - d. Stormwater maintenance through 90 percent buildout.
    - ~~e. Streets.~~
    - f. Concrete curb and gutter (urban).
    - g. Street traffic control signals.
    - h. Lot grading.
    - ~~i. Trail development.~~
    - j. Sidewalks.
    - k. Electricity (within one-fourth mile).
    - l. Phone (within one-fourth mile).
    - m. Natural gas (within one-fourth mile).
    - n. Boulevard sodding.
    - o. Water shut off boxes.
    - p. Landscaping

(the “Stage I Improvements”).

The **PERMITTEE** agrees to construct the Stage I Improvements according to the terms and conditions of this Agreement and in accordance with the Plans and the City Code. Per City Code Section 117-615, the **PERMITTEE** shall provide the **CITY** with a set of reproducible as-built plans in Computer Aided Drafting (CAD) format upon completion of the Stage I Improvements and acceptance by the **CITY**. As as-built plans are a required Stage I Improvement item per City Code Section 117-615, the **CITY** will not release in its entirety the required Stage I Improvement Financial Guarantee noted in paragraph #6 below until such as-built plans are received by the **CITY**. Additionally, the **PERMITTEE** agrees to provide to the **CITY** the plans in CAD format prior to the commencement of construction of the Stage I Improvements.

5. Lot Corner Staking. The **PERMITTEE** must install lot corner stakes at all lot corners.
6. Installation of the Stage I Improvements. The **PERMITTEE** shall obtain all necessary permits from all governmental agencies before commencing construction of the Stage I

Improvements. The **PERMITEE** must provide the **CITY** with copies of all necessary permits from other governmental agencies prior to or when the **PERMITEE** applies for a building permit to construct improvements on a lot within the Plat. Within thirty (30) days after the completion of the Stage I Improvements, the **PERMITEE** shall provide the **CITY** with a complete set of reproducible “As Built” plans for the Stage I Improvements.

7. Time of Performance for the Stage I Improvements. The **PERMITEE** must complete the Stage I Improvements within one (1) year after the recording of the Plat.
8. Ownership of the Stage I Improvements. The **PERMITEE** owns the Stage I Improvements until the **CITY’S** acceptance of the Stage I Improvements. Title to the Stage I Improvements automatically passes to the **CITY** upon the **CITY’S** written acceptance of the Stage I Improvements. Except to the extent the **CITY** has accepted all or portions of the Stage I Improvements, in writing, prior to the lapse, expiration, or other termination of the **CITY’S** financial guaranty described in Section 6 and except to the extent the **CITY** and the **PERMITEE** may agree, in writing, to defer the **CITY’S** acceptance of certain specified Stage I Improvements, the **CITY** is deemed to have accepted the Stage I Improvements when the **CITY** releases the financial guaranty described in Section 12 or allows such financial guarantee to lapse, expire or otherwise terminate.
9. Stage I Improvements License. The **PERMITEE** hereby grants the **CITY** and the **CITY’S** agents, employees, officers, and contractors an irrevocable license to enter the Subject Property to perform all necessary work and/or inspections the **CITY** deems appropriate during the **PERMITEE’S** installation of the Stage I Improvements. The license shall expire after the **CITY** accepts ownership of Stage I Improvements.
10. Stage II CITY Improvements. The public improvements the **PERMITEE** must construct or install are as follows:
  - a. Street lights per agreement with Connexus Energy
  - b. Installation of survey monumentation.

(the “Stage II Improvements”). The **PERMITEE** must complete the construction of the Stage II Improvements within one (1) year after the date upon which the Plat is recorded.

**PERMITEE** must install the Stage II Improvements in accordance with the Plans. Per City Code Section 117-615, the **PERMITEE** shall provide the **CITY** with a set of reproducible as-built plans in Computer Aided Drafting (CAD) format upon completion of the Stage II Improvements and acceptance by the **CITY**. As as-built plans are a required Stage II Improvement item per City Code Section 117-615, the **CITY** will not release the required Stage I Improvement Financial Guarantee noted in paragraph #6 above until **CITY** has received the as-built plans. Additionally, the **PERMITEE** agrees to provide to the **CITY** the plans in CAD format prior to the commencement of construction of the Stage II Improvements.

11. Required Private Improvements. The private improvements the **PERMITEE** will construct or install are as follows:
  - a. Sanitary sewer

- b. Water
- c. Storm drainage facilities
- d. Stormwater maintenance
- e. Parking lot
- f. Concrete curb and gutter
- g. Lot grading
- h. Landscaping

12. Financial Guaranty for Stage I Improvements, Stage II Improvements, and Required Private Improvements. The **PERMITTEE** shall provide a financial guarantee to the **CITY** guaranteeing the construction of the Stage I Improvements, Stage II Improvements, Required Private Improvements, and their timely completion. The **PERMITTEE** shall be responsible for a financial guarantee in the amount of **(\$2,022,750.00)**, which amount is 75% of the **CITY** Engineer's estimated cost of the Stage I Improvements. Upon completion of Stage I Improvements (including the removal of “temporary” erosion control measures as identified in the approved Grading Plan), acceptance by the **CITY**, supported by appropriate lien waivers, The **PERMITTEE** may request a reduction in the amount of the financial guarantee.
13. Inspection Fees for the Stage I Improvements, Stage II Improvements, and Required Private Improvements. The **PERMITTEE** shall provide an inspection fee to the **CITY** to inspect the Stage I Improvements, Stage II Improvements, and Required Private Improvements. The **PERMITTEE** shall be responsible for an inspection fee in the amount of **(\$134,850.00)**, which amount is 5% of the City Engineer’s estimated cost of the Stage I Improvements, Stage II Improvements, and Required Private Improvements. The inspection fee must be in the form of a cash escrow. The **PERMITTEE** may request a refund of the remaining balance in the escrow upon completion of the Stage I Improvements, Stage II Improvements, and Required Private Improvements, acceptance by the **CITY**.
14. Warranty for Stage I and Stage II Improvements. The **PERMITTEE** shall provide a one year warranty in the amount of **\$674,250.00**, which is 25% of the cost of the Stage I and Stage II Improvements. Said warranty shall be in force for one year following the final acceptance of any required improvements and shall guarantee satisfactory performance of said improvement. The warranty must be in the form of a Letter of Credit in a form acceptable to the **CITY’S** Finance Director or a cash escrow.
15. Maintenance Guarantee for Landscaping. It is herein agreed that the **PERMITTEE** shall provide the **CITY** a maintenance guarantee to ensure the survival of the plantings. Said maintenance guarantee shall consist of cash or a Letter of Credit, approved as to form by the **CITY**, in the amount of \$XXXXXXX. [# plantings (XX trees) x cost/planting (\$300/tree x 30% average non-survival rate, (XX shrubs) x cost/planting \$75/shrub x 30% average non-survival rate)], which shall be in effect for a two-year period commencing on the date of the **CITY’S** acceptance of said plantings as part of the Required Private Improvements.

At the end of the two-year period, the maintenance guarantee shall be returned to the **PERMITTEE**. The determination that all plantings that have been planted in accordance with the Site Plan have either survived or have been replaced shall be made by the **CITY**. In the event the **PERMITTEE** fails to maintain the required plantings for a two-

year period, the City Council may order the replacement of plantings with **CITY** day labor and/or by letting contracts and draw upon the escrow for payment. Only the City Council shall have the authority to direct replacement of the plantings and withdraw from the escrow account. The **PERMITTEE** hereby grants permission and a license to the **CITY** and/or its contractors and assigns to enter upon the Site for the purpose of replacing plantings in the event of the **PERMITTEE'S** default.

16. Street Cleaning and Clean Up. After the street surfacing that is a part of the Stage I Improvements is installed, the **PERMITTEE** shall clear any soil, earth, or debris from the streets. From time to time, the **CITY** may remove accumulations of soil, earth, and debris from the streets resulting from the construction of the Stage I Improvements. It shall be the **PERMITTEE'S** responsibility to pay the costs associated with this necessary street cleaning. Invoices from the **CITY** to the **PERMITTEE** for such costs shall be paid within fifteen (15) days of the date of the invoice.
17. Payment of Development Fee's. The **PERMITTEE** must pay to the **CITY** the fees described on Exhibit B which may include, but are not limited to, Park Land Dedication Fees, Trail Development Fees, Sanitary Sewer Connection (Trunk) Fees, Water Connection (Trunk) Fees, Sanitary Sewer Lateral Fees, Water Lateral Fees, Storm Management Fees, Street Light as well as Street Light Operation and Maintenance Fees.
18. Requirements for Building and Occupancy Permits.
  - a. No building permit for any lot in the Plat shall be issued until the **PERMITTEE** has: (a) installed a Class 5 driving surface to within 300 feet of the structure; (b) provided the **CITY** Building Official with a Certificate of Survey; c.) the financial guaranty described in Section 6 to the **CITY**; d.) obtained all necessary permits from the Lower Rum River Watershed Management Organization and has provided a copy of such permit to the **CITY**; and
  - b. No occupancy permit for any lot in the Plat shall be issued until the **PERMITTEE** has: (a) constructed vehicular access to the lot, including the installation of at least one layer of bituminous surfacing; (b) constructed all utilities and storm water facilities this Contract requires to serve the lot and such utilities and storm water facilities are in place, operational and accepted by the **CITY**; (c) for lots that have a slope of less than 2%, provided the **CITY** with a certificate of grading, prepared by a licensed (State of Minnesota) professional land surveyor, certifying that the flattest grade on the lot is 1% or greater; and (d) installed and planted the sod and landscaping that are required as a part of the Stage I Improvements.
19. **PERMITTEE Defaults.** If the **PERMITTEE** defaults in the performance of one or more of the **PERMITTEE'S** obligations under this Contract, i) the **CITY** gives the **PERMITTEE** thirty (30) days written notice of the default and ii) the **PERMITTEE** fails to cure the default within said thirty (30), then the **CITY** may pursue any and all remedies available at law or in equity including, but not limited to, the following:
  - a. The **CITY** may, at its option, perform or engage one or more third parties to perform the **PERMITTEE'S** obligations. If, in the reasonable judgment of the **CITY'S** staff, the **PERMITTEE'S** default creates an immediate risk to public

health or safety, the CITY may perform or engage one or more third parties to perform the work before the CITY provides the notice described in the initial paragraph of this Section, but the CITY must use commercially reasonable efforts to notify the PERMITTEE as promptly as possible that the CITY is undertaking to perform the PERMITTEE'S obligation or obligations. If the CITY performs one or more obligations of the PERMITTEE, the PERMITTEE must reimburse the CITY for any costs or expenses the CITY incurs, including costs and expenses for CITY staff time, to perform the work within 30 days after the CITY notifies the PERMITTEE, in writing, of the costs and expenses the CITY incurred to perform the work. If the PERMITTEE does not reimburse the CITY within said 30 day period, the CITY may pursue any remedies available to the CITY either at law or in equity or, in the alternative, the CITY may draw on the financial guaranty the PERMITTEE has provided to the CITY pursuant to this Agreement to reimburse itself for the expenses the CITY incurs to perform the work. This Agreement is a license for the CITY to act, and it shall not be necessary for the CITY to seek a Court Order for permission to enter the PERMITTEE Property. As an alternative to seeking recovery from the PERMITTEE or the financial guaranty, the CITY may levy special assessments against the PERMITTEE Property in accordance with Minnesota Statutes Section 429, and the PERMITTEE, for itself and its successors in title, hereby expressly waives any and all substantive and procedural objections or defenses the PERMITTEE may have to such special assessments;

- b. The CITY may commence an action in Anoka County District Court to pursue any remedy available to the CITY at law or in equity including, but not limited to, injunctive relief;
- c. The CITY may refuse to grant building permits for improvements to be constructed on any lots within the Plat until the PERMITTEE has cured all of its defaults; and
- d. The CITY may draw upon all or any portion of the financial guaranty the PERMITTEE has provided to the CITY pursuant to Section 6 and (i) use all or any portion of the proceeds from the financial guaranty to reimburse the CITY pursuant to subsection (a) above; (ii) use all or any portion of the proceeds from the financial guaranty to satisfy any judgment the CITY obtains against the PERMITTEE pursuant to subsection (b) above; (iii) use all or any portion of the proceeds to reimburse the CITY pursuant to Section 19 (j) below; and (iv) hold all or any portion of the proceeds for a reasonable time for the future application as described in subsections (i), (ii) and (iii) of this Section 18(d).

20. Miscellaneous.

- a. Invalidity of Any Section. If any portion, section, subsection, sentence, clause, paragraph or phrase of this Agreement is for any reason invalid, such decision shall not affect the validity of the remaining portion of this Agreement.

- b. Written Amendments Only. The action or inaction of the **CITY** or the **PERMITTEE** shall not constitute a waiver or amendment to the provisions of this Agreement. To be binding, amendments or waivers shall be in writing, signed by the parties, and approved by a resolution of the **CITY** Council. The **CITY'S** or the **PERMITTEE'S** failure to promptly take legal action to enforce this Agreement shall not be a waiver or release.
  
- c. Compliance with Laws and Regulations. The **PERMITTEE** represents to the **CITY** that the Plat complies with all **CITY**, County, metropolitan, State, and Federal laws and regulations, including but not limited to: subdivision ordinances, zoning ordinances and environmental regulations. If the **CITY** determines that the Plat does not comply, the **CITY** may, at its option, refuse to allow any construction or development work in the Plat until the **PERMITTEE** does comply. Upon the **CITY'S** demand **PERMITTEE** shall cease work until there is compliance.
  
- d. Mailbox Locations. If the **PERMITTEE** desires to construct mailboxes within the public right of way, the **PERMITTEE** agrees that the placement of mailboxes along public streets is subject to the approval by the **CITY**. Utility locates will be necessary.
  
- e. Boulevard and Wetland Restoration. The **PERMITTEE** shall be responsible for the cost of establishing seed in all boulevards within thirty (30) days of the completion of the street improvements, and restoring all other areas disturbed by the development grading operation in accordance with the approved Grading and Erosion Control plan. The **PERMITTEE** shall be responsible for the cost of cleaning any soil, earth, or debris from the wetlands within and adjacent to this Plat resulting from grading performed in the development of the Plat.
  
- f. Construction, Hours and Entrance Signs. The **CITY** restricts construction and delivery hours to Monday through Saturday 7:00 a.m. to 10:00 p.m. The **PERMITTEE** is required to provide a sign at each entrance point stating delivery and construction operation hours. Said signs are not to exceed eighty (80) square feet in size and must be clearly visible at all times during the construction period.
  
- g. Construction Site Maintenance. The **PERMITTEE** shall adhere to all of the **CITY** ordinances relating to, but not limited to, dumping of garbage, site development, construction debris, open burning, etc. The **CITY** reserves the right to withhold permits, inspections, or certificates of occupancy to correct violations relating to construction site maintenance.
  
- h. Estimated Cost. It is understood and agreed that cost amounts set forth in this Agreement as to Stage I, Stage II, and Required Private Improvements, unless qualified as fixed amounts, are estimated. The **PERMITTEE** agrees to pay the entire cost of said improvements including interest, engineering and legal fees related thereto.

- i. Plat Approval Expenses. The **PERMITTEE** agrees that it will pay to **CITY** all **CITY** expenses incurred in the approval of the Plat, including, but not limited to, administration expenses, engineering and legal fees. Said expenses incurred after recording of the Final Plat shall also be paid within said fifteen (15) day billing period. Failure to pay the **CITY'S** expenses within the fifteen (15) day billing period will permit the **CITY** to draw upon any of the escrows required by this Agreement for payment.
  
- j. Reimbursement to the CITY. The **PERMITTEE** agrees to reimburse the **CITY** for all costs incurred by the **CITY** in defense or enforcement of this Agreement, or any portion thereof, including court costs and reasonable engineering and attorney's fees.
  
- k. Certificate of Occupancy. The term "Certificate of Occupancy" as used in this Agreement shall be defined as a document issued by the **CITY'S** Building Official, which authorizes the structure to be used for its intended purposes.
  
- l. Notices. Required notices shall be in writing, and shall be either hand delivered to the Parties, its employees or agents, or mailed to them by certified or registered mail at the following address:

**TO PERMITTEE:**

Oppidan Holdings, LLC  
Attn: Jay Moore  
400 Water Street, Suite 200  
Excelsior MN 55331

**TO THE CITY:**

City of Ramsey  
Attn: Community Development Director  
7550 Sunwood Drive NW  
Ramsey, MN 55303

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



**THE CITY:**

CITY OF RAMSEY

By: \_\_\_\_\_

Its: Mayor

By: \_\_\_\_\_

Its: City Administrator

STATE OF MINNESOTA                    )  
  )ss.  
COUNTY OF ANOKA                    )

The forgoing instrument was acknowledged before me on this \_\_\_\_\_ day of \_\_\_\_\_ 2021, by Mark E Kuzma and Kurtis G. Ulrich, the Mayor and the City Administrator of the City of Ramsey, a charter city and municipal corporation organized under the laws of the state of Minnesota on behalf of the City.

\_\_\_\_\_  
Notary Public

**This document drafted by:**

City of Ramsey  
7550 Sunwood Drive NW  
Ramsey, MN 55303

**This document reviewed by:**

Ratwik, Roszak & Maloney, P.A.  
730 Second Ave. S., Suite 300  
Minneapolis, MN 55402

## **EXHIBIT A**

### **Legal Description of the Subject Property**

Click or tap here to enter text.

**EXHIBIT B**

**Fees Payable to the City**

<b>Type</b>	<b>Amount</b>
Financial Surety – Cash or Letter of Credit	\$2,022,750
Engineering Inspection Fee (Cash Escrow)	\$134,850
Bunker Lake Boulevard Reconstruction	\$200,000* To be updated based on study amount
<b>Other Items:</b>	
One Year Warranty (Letter of Credit will not be reduced below this amount)	\$674,250
Landscape Warranty (2 Year) (Can reduce Letter of Credit to this amount, or can provide a cash escrow)	\$25,000* To be updated based on approved plans prior to recording

Meeting Date: 07/13/2021

By: Chloe McGuire Brigl, Community Development

**Information**

**Title**

Adopt Resolution #21-204 Approving Updated Development Agreement for Bunker Lake Industrial Park Third Addition, Case of PSD, LLC

**Purpose/Background:**

The purpose of this case is to review and approve the development agreement for Bunker Lake Industrial Park 3rd Addition on behalf of PSD, LLC (the "Applicant"). This is a standard step in the development process, and the attached draft development agreement is the City's standard agreement. The Subject Property is located in the Bunker Lake Industrial Park, west of the existing buildings, on Lot 1, Block 1, Bunker Lake Industrial Park Third Addition (the "Subject Property").

The City has previously approved the site plan and grading agreement for this property. This is the final step in allowing the building to move forward. The project appears to meet all City Code requirements.

The City Council previously approved a development agreement with a fee for Bunker Lake Boulevard reconstruction included in the fee spreadsheet (last page of development agreement). In conversations with the Applicant and City Attorney, Staff has removed said fee in exchange for item "L" under the "Miscellaneous" section of the agreement. The fee will now be addressed via a future assessment agreement, which the Applicant is agreeing not to contest.

**Notification:**

No notification is required for this step.

**Recommendation:**

Staff recommends approval of the development agreement.

**Action:**

Motion to adopt Resolution #21-204.

**Attachments**

- Final Plat
- Engineering Estimate
- Development Agreement
- Resolution #21-204

**Form Review**

Inbox	Reviewed By	Date
Kurt Ulrich	Chloe McGuire Brigl	07/08/2021 03:12 PM
Bruce Westby	Bruce Westby	07/08/2021 03:16 PM
Kurt Ulrich	Katie Schmidt	07/08/2021 03:21 PM
Form Started By: Chloe McGuire Brigl		Started On: 07/08/2021 03:05 PM



# BUNKER LAKE INDUSTRIAL PARK THIRD ADDITION

CITY OF RAMSEY  
COUNTY OF ANOKA  
SEC. 29, T. 32, R. 25

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

Outlot B, BUNKER LAKE INDUSTRIAL PARK ADDITION, according to the recorded plat thereof, Anoka County, Minnesota.

AND

That part of 147th Lane NW, as dedicated in BUNKER LAKE INDUSTRIAL PARK ADDITION, Anoka County, Minnesota, which lies North of a line drawn parallel with and distant 60.00 feet North of the North line of Outlot C, said BUNKER LAKE INDUSTRIAL PARK ADDITION.

Has caused the same to be surveyed and platted as BUNKER LAKE INDUSTRIAL PARK THIRD ADDITION and does hereby dedicate to the public for public use the drainage and utility easements as created by this plat.

In witness whereof said PSD, LLC, a Minnesota limited liability company, has caused these presents to be signed by its proper officer this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

SIGNED: PSD, LLC

By \_\_\_\_\_, Chief Manager  
Pamela S. Deal

STATE OF MINNESOTA  
COUNTY OF \_\_\_\_\_

This instrument was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ by Pamela S. Deal, Chief Manager of PSD, LLC, a Minnesota limited liability company.

Notary Public, \_\_\_\_\_ Notary Printed Name

My commission expires \_\_\_\_\_

## SURVEYOR'S CERTIFICATE

I Brian R. Person do hereby certify that this plat was prepared by me or under my direct supervision; that I am a duly Licensed Land Surveyor in the State of Minnesota; that this plat is a correct representation of the boundary survey; that all mathematical data and labels are correctly designated on this plat; that all monuments depicted on this plat have been, or will be correctly set within one year; that all water boundaries and wet lands, as defined in Minnesota Statutes, Section 505.01, Subd. 3, as of the date of this certificate are shown and labeled on this plat; and all public ways are shown and labeled on this plat.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

Brian Person, Licensed Land Surveyor  
Minnesota License No. 49138

STATE OF MINNESOTA  
COUNTY OF ANOKA

This instrument was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ by Brian Person.

Notary Public, Minnesota.

Notary Printed Name

My commission expires \_\_\_\_\_

## CITY COUNCIL, CITY OF RAMSEY, MINNESOTA

This plat of BUNKER LAKE INDUSTRIAL PARK THIRD ADDITION was approved and accepted by the City Council of the City of Ramsey, Minnesota at a regular meeting thereof held this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, and said plat is in compliance with the provisions of Minnesota Statutes, Section 505.03, Subd. 2.

City Council, City of Ramsey, Minnesota

By: \_\_\_\_\_, Mayor

By: \_\_\_\_\_, Clerk

## ANOKA COUNTY SURVEYOR

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

Charles F. Gitzen  
Anoka County Surveyor

## ANOKA COUNTY AUDITOR/TREASURER

Pursuant to Minnesota Statutes, Section 505.021, Subd. 9, taxes payable in the year 20\_\_\_\_ on the land hereinbefore described have been paid. Also, pursuant to Minnesota Statutes, Section 272.12, there are no delinquent taxes and transfer entered this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

Property Tax Administrator

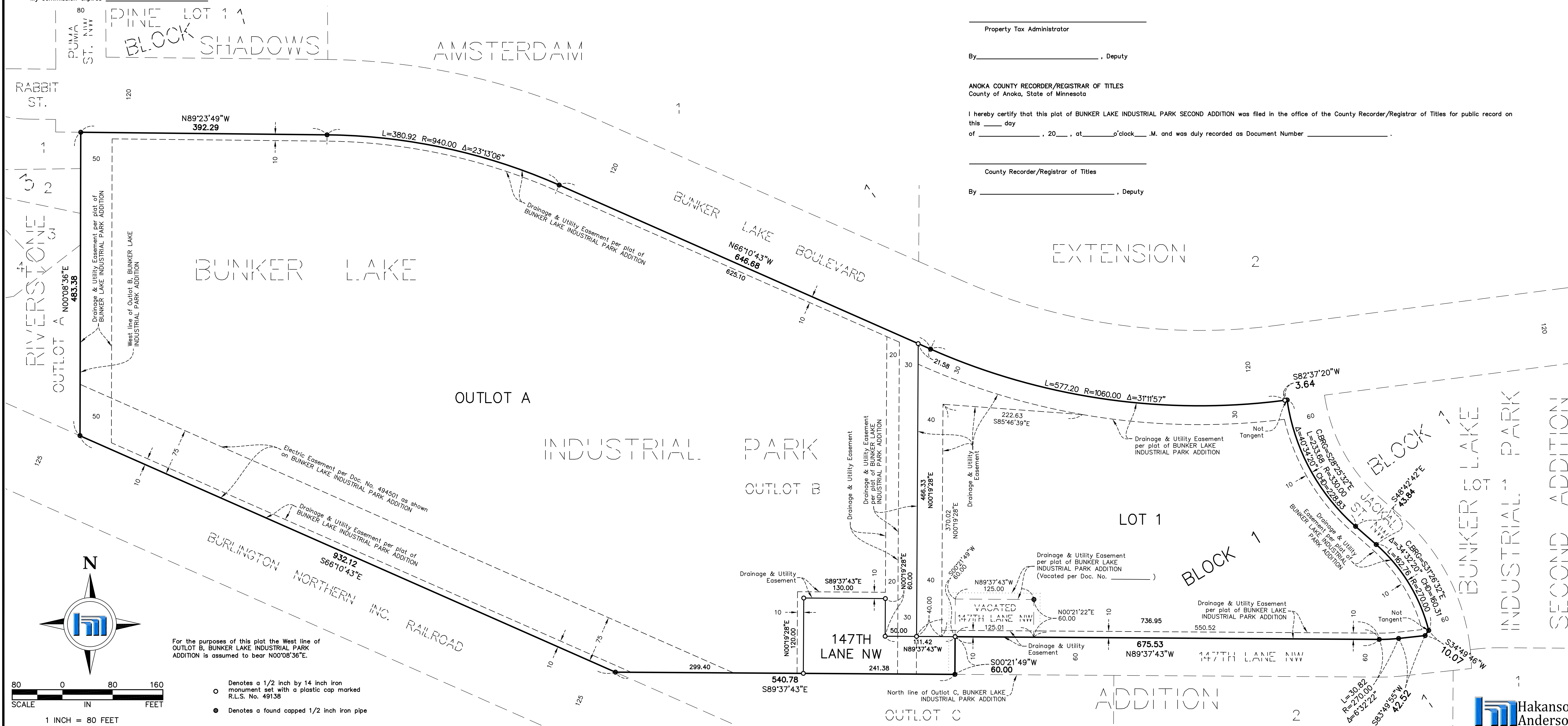
By: \_\_\_\_\_, Deputy

ANOKA COUNTY RECORDER/REGISTRAR OF TITLES  
County of Anoka, State of Minnesota

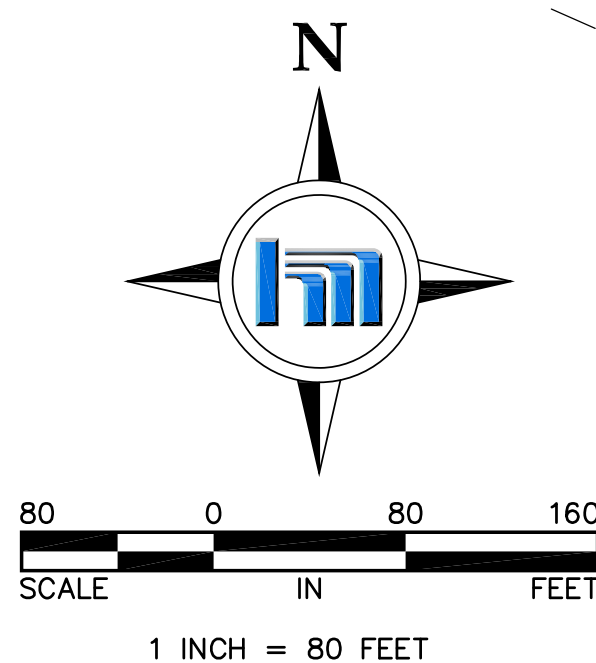
I hereby certify that this plat of BUNKER LAKE INDUSTRIAL PARK SECOND ADDITION was filed in the office of the County Recorder/Registrar of Titles for public record on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, at \_\_\_\_\_ o'clock \_\_\_\_\_ M. and was duly recorded as Document Number \_\_\_\_\_.

County Recorder/Registrar of Titles

By: \_\_\_\_\_, Deputy



For the purposes of this plat the West line of OUTLOT B, BUNKER LAKE INDUSTRIAL PARK ADDITION is assumed to bear N00°08'36\"/>



- Denotes a 1/2 inch by 14 inch iron monument set with a plastic cap marked R.L.S. No. 49138
- Denotes a found capped 1/2 inch iron pipe

**ENGINEER'S ESTIMATE FOR SITE IMPROVEMENTS  
BUNKER LAKE INDUSTRIAL PARK BUILDING #4 - RAMSEY, MN  
JUNE 9, 2021**

<b>EROSION CONTROL AND GRADING CONSTRUCTION COST ESTIMATE</b>					
<b>ITEM NO.</b>	<b>ITEM DESCRIPTION</b>	<b>QUANTITY</b>	<b>UNIT</b>	<b>UNIT PRICE</b>	<b>ESTIMATED COST</b>
1	MOBILIZATION	1	LUMP SUM	\$2,700.00	\$2,700.00
2	CLEAR AND GRUB TREES	5	EACH	\$100.00	\$500.00
3	COMMON EXCAVATION	14,400	CU YD	\$6.00	\$86,400.00
4	REMOVE RIPRAP	10	CU YD	\$30.00	\$300.00
5	REMOVE SILT FENCE	694	LIN FT	\$1.00	\$694.00
6	SILT FENCE	2,656	LIN FT	\$3.00	\$7,968.00
7	SEDIMENT CONTROL LOG	1,106	LIN FT	\$3.00	\$3,318.00
8	CONSTRUCTION ENTRANCE	1	LUMP SUM	\$2,000.00	\$2,000.00
9	RANDOM RIPRAP CLASS III	39	CU YD	\$80.00	\$3,120.00
10	GEOTEXTILE FABRIC TYPE IV	136	SQ YD	\$15.00	\$2,040.00
11	STORM DRAIN INLET PROTECTION	18	EACH	\$125.00	\$2,250.00

**TOTAL ESTIMATED CONSTRUCTION COST OF GRADING**

**\$111,290.00**

<b>UTILITIES CONSTRUCTION COST ESTIMATE</b>					
<b>ITEM NO.</b>	<b>ITEM DESCRIPTION</b>	<b>QUANTITY</b>	<b>UNIT</b>	<b>UNIT PRICE</b>	<b>ESTIMATED COST</b>
12	REMOVE CONCRETE CULVERT	142	LIN FT	\$10.00	\$1,420.00
13	REMOVE RC PIPE APRON	3	EACH	\$150.00	\$450.00
14	REMOVE WATERMAIN PIPE	5	LIN FT	\$20.00	\$100.00
15	SALVAGE 24 IN RC PIPE	64	LIN FT	\$40.00	\$2,560.00
16	SALVAGE CASTING	1	EACH	\$159.00	\$159.00
17	SALVAGE HYDRANT, GATE VALVE, AND REDUCER	1	EACH	\$500.00	\$500.00
18	12 IN RC PIPE SEWER DESIGN 3006 CLASS V	552	LIN FT	\$32.00	\$17,664.00
19	15 IN HDPE PIPE SEWER	54	LIN FT	\$28.00	\$1,512.00
20	15 IN RC PIPE SEWER DESIGN 3006 CLASS V	329	LIN FT	\$34.00	\$11,186.00
21	18 IN RC PIPE SEWER DESIGN 3006 CLASS V	618	LIN FT	\$38.00	\$23,484.00
22	21 IN RC PIPE SEWER DESIGN 3006 CLASS III	145	LIN FT	\$44.00	\$6,380.00
23	24 IN RC PIPE SEWER DESIGN 3006 CLASS III	40	LIN FT	\$50.00	\$2,000.00
24	INSTALL 24 IN RC PIPE	64	LIN FT	\$22.00	\$1,408.00
25	27 IN RC PIPE SEWER DESIGN 3006 CLASS III	38	LIN FT	\$54.00	\$2,052.00
26	SALVAGE 24 IN RC PIPE APRON	2	EACH	\$325.00	\$650.00
27	15 IN RC PIPE APRON WITH TRASH GUARD	2	EACH	\$800.00	\$1,600.00
28	18 IN RC PIPE APRON WITH TRASH GUARD	2	EACH	\$1,200.00	\$2,400.00
29	27 IN RC PIPE APRON WITH TRASH GUARD	1	EACH	\$1,600.00	\$1,600.00
30	INSTALL 24 IN RC PIPE APRON	2	EACH	\$400.00	\$800.00
31	DUCTILE IRON FITTINGS	181	POUND	\$11.00	\$1,991.00
32	6 IN SANITARY SEWER PIPE SDR 35	83	LIN FT	\$22.00	\$1,826.00
33	8 IN SANITARY SEWER PIPE SDR 35	240	LIN FT	\$28.00	\$6,720.00
34	8 IN PVC CAP	1	EACH	\$100.00	\$100.00
35	SANITARY SEWER CLEANOUT	1	EACH	\$500.00	\$500.00
36	6"X6" PVC WYE	1	EACH	\$150.00	\$150.00
37	CONNECTION TO EXISTING WATER MAIN	3	EACH	\$600.00	\$1,800.00
38	CONNECTION TO SANITARY SEWER	2	EACH	\$725.00	\$1,450.00
39	CONNECTION TO STORM SEWER	2	EACH	\$400.00	\$800.00
40	CONSTRUCT DRAINAGE STRUCTURE DESIGN H	4	EACH	\$750.00	\$3,000.00
41	CONSTRUCT DRAINAGE STRUCTURE DESIGN 48-4020	10	EACH	\$1,800.00	\$18,000.00
42	CONSTRUCT DRAINAGE STRUCTURE DESIGN 60-4020	1	EACH	\$2,600.00	\$2,600.00
43	CONSTRUCT DRAINAGE STRUCTURE DESIGN 2x3 CATCH BASIN	2	EACH	\$1,050.00	\$2,100.00
44	POND OUTLET STRUCTURE	2	EACH	\$3,200.00	\$6,400.00
45	CASTING ASSEMBLY	19	EACH	\$225.00	\$4,275.00

**ENGINEER'S ESTIMATE FOR SITE IMPROVEMENTS  
BUNKER LAKE INDUSTRIAL PARK BUILDING #4 - RAMSEY, MN  
JUNE 9, 2021**

46	INSTALL CASTING	1	EACH	\$75.00	\$75.00
47	6 IN CL 53 DIP WATERMAIN	253	LIN FT	\$40.00	\$10,120.00
48	12 IN CL 52 DIP WATERMAIN	244	LIN FT	\$55.00	\$13,420.00
49	4" POLYSTYRENE INSULATION	48	SQ FT	\$1.50	\$72.00
50	6 IN GATE VALVE	1	EACH	\$2,200.00	\$2,200.00
51	HYDRANT	1	EACH	\$3,000.00	\$3,000.00
52	INSTALL HYDRANT, GATE VALVE, AND REDUCER	1	EACH	\$1,000.00	\$1,000.00

**TOTAL ESTIMATED CONSTRUCTION COST OF UTILITIES                      \$159,524.00**

<b>PARKING LOT AND STREET CONSTRUCTION COST ESTIMATE</b>					
<b>ITEM NO.</b>	<b>ITEM DESCRIPTION</b>	<b>QUANTITY</b>	<b>UNIT</b>	<b>UNIT PRICE</b>	<b>ESTIMATED COST</b>
53	SAWCUT BITUMINOUS PAVEMENT FULL DEPTH	136	LIN FT	\$1.50	\$204.00
54	REMOVE BITUMINOUS PAVEMENT	939	SQ YD	\$1.00	\$939.00
55	REMOVE CURB AND GUTTER	484	LIN FT	\$5.00	\$2,420.00
56	SALVAGE SIGN	4	EACH	\$50.00	\$200.00
57	MILL BITUMINOUS SURFACE	173	SQ YD	\$4.00	\$692.00
58	AGGREGATE BASE CLASS 5 RAMSEY MODIFIED	6,745	TON	\$14.00	\$94,430.00
59	CONCRETE PAVEMENT 8 IN	705	SQ YD	\$48.00	\$33,840.00
60	BITUMINOUS MATERIAL FOR TACK COAT	658	GAL	\$3.00	\$1,974.00
61	TYPE SP 9.5 WEARING COURSE MIXTURE (2,B)	1,241	TON	\$56.00	\$69,496.00
62	TYPE SP 12.5 NON WEARING COURSE MIXTURE (2,B)	1,596	TON	\$52.00	\$82,992.00
63	TYPE SP 9.5 WEARING COURSE MIXTURE (3,C)	243	TON	\$58.00	\$14,094.00
64	TYPE SP 12.5 NON WEARING COURSE MIXTURE (3,C)	276	TON	\$54.00	\$14,904.00
65	CONCRETE WALK 4 IN	6,566	SQ FT	\$3.00	\$19,698.00
66	CONCRETE CURB AND GUTTER B612	4,106	LIN FT	\$15.00	\$61,590.00
67	4 IN SOILD LINE PAINT	2,574	LIN FT	\$1.00	\$2,574.00
68	PAVEMENT MESSAGE	6	EACH	\$250.00	\$1,500.00
69	INSTALL SIGN	4	EACH	\$100.00	\$400.00

**TOTAL ESTIMATED CONSTRUCTION COST OF PARKING LOT AND STREET CONSTRUCTION                      \$401,947.00**

<b>LANDSCAPING CONSTRUCTION COST ESTIMATE</b>					
<b>ITEM NO.</b>	<b>ITEM DESCRIPTION</b>	<b>QUANTITY</b>	<b>UNIT</b>	<b>UNIT PRICE</b>	<b>ESTIMATED COST</b>
70	TOPSOIL BORROW RAMSEY MODIFIED	1,300	CU YD	\$26.00	\$33,800.00
71	SEEDING	2.4	ACRE	\$1,000.00	\$2,400.00
72	SEED MIX 25-131	325.0	POUND	\$4.00	\$1,300.00
73	SEED MIX 33-262	41.0	POUND	\$30.00	\$1,230.00
74	SOD	2,628	SQ YD	\$4.25	\$11,169.00
75	DECIDUOUS TREE (2-1/2" CALIPER) (B&B)	50	EACH	\$300.00	\$15,000.00
76	CONIFER TREE (6'-0") (B&B)	18	EACH	\$280.00	\$5,040.00
77	SHRUBS 5 GAL POT	225	EACH	\$110.00	\$24,750.00
78	PERENNIALS 1GAL POT	114	EACH	\$75.00	\$8,550.00

**TOTAL ESTIMATED CONSTRUCTION COST OF LANDSCAPING                      \$103,239.00**

**ENGINEER'S ESTIMATE FOR SITE IMPROVEMENTS  
BUNKER LAKE INDUSTRIAL PARK BUILDING #4 - RAMSEY, MN  
JUNE 9, 2021**

**SUMMARY OF SITE IMPROVEMENT COSTS**

TOTAL ESTIMATED CONSTRUCTION COST OF GRADING	\$111,290.00
TOTAL ESTIMATED CONSTRUCTION COST OF UTILITIES	\$159,524.00
TOTAL ESTIMATED CONSTRUCTION COST OF PARKING LOT AND STREET	\$401,947.00
TOTAL ESTIMATED CONSTRUCTION COST OF LANDSCAPING	\$103,239.00
<b>TOTAL ESTIMATED COST OF SITE IMPROVEMENTS</b>	<b>\$776,000.00</b>

**CITY OF RAMSEY  
DEVELOPMENT AGREEMENT FOR BUNKER LAKE INDUSTRIAL PARK THIRD  
ADDITION**

This Agreement (hereinafter the “Agreement”) is dated as of this )\_\_\_\_\_day of \_\_\_\_\_, 2021 and is by and between the **CITY OF RAMSEY**, a Minnesota municipal corporation (the “**CITY**”) and PSD, LLC, a limited liability corporation under the laws of Minnesota (the “**PERMITTEE**”).

**Recitals**

- A. The **PERMITTEE** is the owner of land legally described on the attached Exhibit A (the “Subject Property”).
- B. The **PERMITTEE** has received approval from the **CITY** to subdivide the Subject Property and plat the same as Bunker Lake Industrial Park Third Addition (the “Plat”).

**Agreement**

- 1. **Recitals.** Recitals incorporated. The recitals stated above are hereby incorporated into this Agreement and are made part of this Agreement by reference.
- 2. **Conditions of Approval.** The **CITY** has approved the Plat subject to satisfaction of the following conditions subsequent:
  - a. **The PERMITTEE’S Execution of this Agreement.** That the **PERMITTEE** enter into this Agreement.
  - b. **Marketable Title.** That prior to recording the Plat, the **PERMITTEE** shall provide the **CITY** with proof of marketable title to the Subject Property either through a currently certified abstract, registered property abstract or title insurance commitment or policy.

- c. Proof of Authority. That the **PERMITTEE** provide proof that the respective governing boards of the **PERMITTEE** have authorized the **PERMITTEE'S** execution of this Agreement. This proof of authority may be satisfied by providing the **CITY** with a certified copy of the minutes of the governing board of each entity which grants such authority.
3. The Plans. The term “Plans” as used in this Agreement means the Site Plan and Final Plat Plans prepared by Hakanson Anderson, dated 04/07/2021 and updated 5/25/2021 . The Plans remain subject to: (a) **CITY** Staff’s review and approval of the Plans to, among other things, confirm that the revisions requested in the **CITY** Staff’s review letter have been made; and (b) such further revisions as the **PERMITTEE** may propose and the **CITY** approves. The Plans shall not be attached to this Agreement, but are in the **CITY’S** files.
4. Stage I Improvements. The public improvements the **PERMITTEE** will construct or install are as follows:
  - a. Trunk and lateral sanitary sewer.
  - b. Trunk and lateral water main.
  - c. Storm drainage facilities (when specified).
  - d. Stormwater maintenance through 90 percent buildout.
  - e. Streets.
  - f. Concrete curb and gutter (urban).
  - g. Street traffic control signals.
  - h. Lot grading.
  - i. Trail development.
  - j. Sidewalks.
  - k. Electricity (within one-fourth mile).
  - l. Phone (within one-fourth mile).
  - m. Natural gas (within one-fourth mile).
  - n. Boulevard sodding.
  - o. Water shut off boxes.
  - p. Landscaping

(the “Stage I Improvements”).

The **PERMITTEE** agrees to construct the Stage I Improvements according to the terms and conditions of this Agreement and in accordance with the Plans and the City Code. Per City Code Section 117-615, the **PERMITTEE** shall provide the **CITY** with a set of reproducible as-built plans in Computer Aided Drafting (CAD) format upon completion of the Stage I Improvements and acceptance by the **CITY**. As as-built plans are a required Stage I Improvement item per City Code Section 117-615, the **CITY** will not release in its entirety the required Stage I Improvement Financial Guarantee noted in paragraph #6 below until such as-built plans are received by the **CITY**. Additionally, the **PERMITTEE** agrees to provide to the **CITY** the plans in CAD format prior to the commencement of construction of the Stage I Improvements.

5. Lot Corner Staking. The **PERMITTEE** must install lot corner stakes at all lot corners.
6. Installation of the Stage I Improvements. The **PERMITTEE** shall obtain all necessary permits from all governmental agencies before commencing construction of the Stage I

Improvements. The **PERMITEE** must provide the **CITY** with copies of all necessary permits from other governmental agencies prior to or when the **PERMITEE** applies for a building permit to construct improvements on a lot within the Plat. Within thirty (30) days after the completion of the Stage I Improvements, the **PERMITEE** shall provide the **CITY** with a complete set of reproducible “As Built” plans for the Stage I Improvements.

7. Time of Performance for the Stage I Improvements. The **PERMITEE** must complete the Stage I Improvements within one (1) year after the recording of the Plat.
8. Ownership of the Stage I Improvements. The **PERMITEE** owns the Stage I Improvements until the **CITY’S** acceptance of the Stage I Improvements. Title to the Stage I Improvements automatically passes to the **CITY** upon the **CITY’S** written acceptance of the Stage I Improvements. Except to the extent the **CITY** has accepted all or portions of the Stage I Improvements, in writing, prior to the lapse, expiration, or other termination of the **CITY’S** financial guaranty described in Section 6 and except to the extent the **CITY** and the **PERMITEE** may agree, in writing, to defer the **CITY’S** acceptance of certain specified Stage I Improvements, the **CITY** is deemed to have accepted the Stage I Improvements when the **CITY** releases the financial guaranty described in Section 12 or allows such financial guarantee to lapse, expire or otherwise terminate.
9. Stage I Improvements License. The **PERMITEE** hereby grants the **CITY** and the **CITY’S** agents, employees, officers, and contractors an irrevocable license to enter the Subject Property to perform all necessary work and/or inspections the **CITY** deems appropriate during the **PERMITEE’S** installation of the Stage I Improvements. The license shall expire after the **CITY** accepts ownership of Stage I Improvements.
10. Stage II CITY Improvements. The public improvements the **PERMITEE** must construct or install are as follows:
  - a. Street lights per agreement with Connexus Energy
  - b. Installation of survey monumentation.

(the “Stage II Improvements”). The **PERMITEE** must complete the construction of the Stage II Improvements within one (1) year after the date upon which the Plat is recorded.

**PERMITEE** must install the Stage II Improvements in accordance with the Plans. Per City Code Section 117-615, the **PERMITEE** shall provide the **CITY** with a set of reproducible as-built plans in Computer Aided Drafting (CAD) format upon completion of the Stage II Improvements and acceptance by the **CITY**. As as-built plans are a required Stage II Improvement item per City Code Section 117-615, the **CITY** will not release the required Stage I Improvement Financial Guarantee noted in paragraph #6 above until **CITY** has received the as-built plans. Additionally, the **PERMITEE** agrees to provide to the **CITY** the plans in CAD format prior to the commencement of construction of the Stage II Improvements.

11. Required Private Improvements. The private improvements the **PERMITEE** will construct or install are as follows:
  - a. Sanitary sewer

- b. Water
- c. Storm drainage facilities
- d. Stormwater maintenance
- e. Parking lot
- f. Concrete curb and gutter
- g. Lot grading
- h. Landscaping

12. Financial Guaranty for Stage I Improvements, Stage II Improvements, and Required Private Improvements. The **PERMITTEE** shall provide a financial guarantee to the **CITY** guaranteeing the construction of the Stage I Improvements, Stage II Improvements, Required Private Improvements, and their timely completion. The **PERMITTEE** shall be responsible for a financial guarantee in the amount of **(\$498,532)**, which amount is 75% of the **CITY** Engineer's estimated cost of the Stage I Improvements. Upon completion of Stage I Improvements (excluding grading, which was handled with a previous agreement), acceptance by the **CITY**, supported by appropriate lien waivers, The **PERMITTEE** may request a reduction in the amount of the financial guarantee.
13. Inspection Fees for the Stage I Improvements, Stage II Improvements, and Required Private Improvements. The **PERMITTEE** shall provide an inspection fee to the **CITY** to inspect the Stage I Improvements, Stage II Improvements, and Required Private Improvements. The **PERMITTEE** shall be responsible for an inspection fee in the amount of **(\$33,235.00)**, which amount is 5% of the City Engineer's estimated cost of the Stage I Improvements, Stage II Improvements, and Required Private Improvements. The inspection fee must be in the form of a cash escrow. The **PERMITTEE** may request a refund of the remaining balance in the escrow upon completion of the Stage I Improvements, Stage II Improvements, and Required Private Improvements, acceptance by the **CITY**.
14. Warranty for Stage I and Stage II Improvements. The **PERMITTEE** shall provide a one year warranty in the amount of **\$116,117**, which is 25% of the cost of the Stage I and Stage II Improvements. Said warranty shall be in force for one year following the final acceptance of any required improvements and shall guarantee satisfactory performance of said improvement. The warranty must be in the form of a Letter of Credit in a form acceptable to the **CITY'S** Finance Director or a cash escrow.
15. Maintenance Guarantee for Landscaping. It is herein agreed that the **PERMITTEE** shall provide the **CITY** a maintenance guarantee to ensure the survival of the plantings. Said maintenance guarantee shall consist of cash or a Letter of Credit, approved as to form by the **CITY**, in the amount of \$15,278. [# plantings (92 trees) x cost/planting (\$300/tree x 30% average non-survival rate, (311 shrubs) x cost/planting \$75/shrub x 30% average non-survival rate], which shall be in effect for a two-year period commencing on the date of the **CITY's** acceptance of said plantings as part of the Required Private Improvements.

At the end of the two-year period, the maintenance guarantee shall be returned to the **PERMITTEE**. The determination that all plantings that have been planted in accordance with the Site Plan have either survived or have been replaced shall be made by the **CITY**. In the event the **PERMITTEE** fails to maintain the required plantings for a two-year period, the City Council may order the replacement of plantings with **CITY** day labor and/or by letting contracts and draw upon the escrow for payment. Only the City Council

shall have the authority to direct replacement of the plantings and withdraw from the escrow account. The **PERMITTEE** hereby grants permission and a license to the **CITY** and/or its contractors and assigns to enter upon the Site for the purpose of replacing plantings in the event of the **PERMITTEE'S** default.

16. Street Cleaning and Clean Up. After the street surfacing that is a part of the Stage I Improvements is installed, the **PERMITTEE** shall clear any soil, earth, or debris from the streets. From time to time, the **CITY** may remove accumulations of soil, earth, and debris from the streets resulting from the construction of the Stage I Improvements. It shall be the **PERMITTEE'S** responsibility to pay the costs associated with this necessary street cleaning. Invoices from the **CITY** to the **PERMITTEE** for such costs shall be paid within fifteen (15) days of the date of the invoice.
17. Payment of Development Fee's. The **PERMITTEE** must pay to the **CITY** the fees described on Exhibit B which may include, but are not limited to, Park Land Dedication Fees, Trail Development Fees, Sanitary Sewer Connection (Trunk) Fees, Water Connection (Trunk) Fees, Sanitary Sewer Lateral Fees, Water Lateral Fees, Storm Management Fees, Street Light as well as Street Light Operation and Maintenance Fees.
18. Requirements for Building and Occupancy Permits.
  - a. No building permit for any lot in the Plat shall be issued until the **PERMITTEE** has: (a) installed a Class 5 driving surface to within 300 feet of the structure; (b) provided the **CITY** Building Official with a Certificate of Survey; c.) the financial guaranty described in Section 6 to the **CITY**; d.) obtained all necessary permits from the Lower Rum River Watershed Management Organization and has provided a copy of such permit to the **CITY**; and
  - b. No occupancy permit for any lot in the Plat shall be issued until the **PERMITTEE** has: (a) constructed vehicular access to the lot, including the installation of at least one layer of bituminous surfacing; (b) constructed all utilities and storm water facilities this Contract requires to serve the lot and such utilities and storm water facilities are in place, operational and accepted by the **CITY**; (c) for lots that have a slope of less than 2%, provided the **CITY** with a certificate of grading, prepared by a licensed (State of Minnesota) professional land surveyor, certifying that the flattest grade on the lot is 1% or greater; and (d) installed and planted the sod and landscaping that are required as a part of the Stage I Improvements.
19. **PERMITTEE Defaults.** If the **PERMITTEE** defaults in the performance of one or more of the **PERMITTEE'S** obligations under this Contract, i) the **CITY** gives the **PERMITTEE** thirty (30) days written notice of the default and ii) the **PERMITTEE** fails to cure the default within said thirty (30), then the **CITY** may pursue any and all remedies available at law or in equity including, but not limited to, the following:
  - a. The **CITY** may, at its option, perform or engage one or more third parties to perform the **PERMITTEE'S** obligations. If, in the reasonable judgment of the **CITY'S** staff, the **PERMITTEE'S** default creates an immediate risk to public health or safety, the **CITY** may perform or engage one or more third parties to perform the work before the **CITY** provides the notice described in the initial

paragraph of this Section, but the **CITY** must use commercially reasonable efforts to notify the **PERMITTEE** as promptly as possible that the **CITY** is undertaking to perform the **PERMITTEE'S** obligation or obligations. If the **CITY** performs one or more obligations of the **PERMITTEE**, the **PERMITTEE** must reimburse the **CITY** for any costs or expenses the **CITY** incurs, including costs and expenses for **CITY** staff time, to perform the work within 30 days after the **CITY** notifies the **PERMITTEE**, in writing, of the costs and expenses the **CITY** incurred to perform the work. If the **PERMITTEE** does not reimburse the **CITY** within said 30 day period, the **CITY** may pursue any remedies available to the **CITY** either at law or in equity or, in the alternative, the **CITY** may draw on the financial guaranty the **PERMITTEE** has provided to the **CITY** pursuant to this Agreement to reimburse itself for the expenses the **CITY** incurs to perform the work. This Agreement is a license for the **CITY** to act, and it shall not be necessary for the **CITY** to seek a Court Order for permission to enter the **PERMITTEE** Property. As an alternative to seeking recovery from the **PERMITTEE** or the financial guaranty, the **CITY** may levy special assessments against the **PERMITTEE** Property in accordance with Minnesota Statutes Section 429, and the **PERMITTEE**, for itself and its successors in title, hereby expressly waives any and all substantive and procedural objections or defenses the **PERMITTEE** may have to such special assessments;

- b. The **CITY** may commence an action in Anoka County District Court to pursue any remedy available to the **CITY** at law or in equity including, but not limited to, injunctive relief;
- c. The **CITY** may refuse to grant building permits for improvements to be constructed on any lots within the Plat until the **PERMITTEE** has cured all of its defaults; and
- d. The **CITY** may draw upon all or any portion of the financial guaranty the **PERMITTEE** has provided to the **CITY** pursuant to Section 6 and (i) use all or any portion of the proceeds from the financial guaranty to reimburse the **CITY** pursuant to subsection (a) above; (ii) use all or any portion of the proceeds from the financial guaranty to satisfy any judgment the **CITY** obtains against the **PERMITTEE** pursuant to subsection (b) above; (iii) use all or any portion of the proceeds to reimburse the **CITY** pursuant to Section 19 (j) below; and (iv) hold all or any portion of the proceeds for a reasonable time for the future application as described in subsections (i), (ii) and (iii) of this Section 18(d).

20. Miscellaneous.

- a. Invalidity of Any Section. If any portion, section, subsection, sentence, clause, paragraph or phrase of this Agreement is for any reason invalid, such decision shall not affect the validity of the remaining portion of this Agreement.

- b. Written Amendments Only. The action or inaction of the **CITY** or the **PERMITTEE** shall not constitute a waiver or amendment to the provisions of this Agreement. To be binding, amendments or waivers shall be in writing, signed by the parties, and approved by a resolution of the **CITY** Council. The **CITY'S** or the **PERMITTEE'S** failure to promptly take legal action to enforce this Agreement shall not be a waiver or release.
  
- c. Compliance with Laws and Regulations. The **PERMITTEE** represents to the **CITY** that the Plat complies with all **CITY**, County, metropolitan, State, and Federal laws and regulations, including but not limited to: subdivision ordinances, zoning ordinances and environmental regulations. If the **CITY** determines that the Plat does not comply, the **CITY** may, at its option, refuse to allow any construction or development work in the Plat until the **PERMITTEE** does comply. Upon the **CITY'S** demand **PERMITTEE** shall cease work until there is compliance.
  
- d. Mailbox Locations. If the **PERMITTEE** desires to construct mailboxes within the public right of way, the **PERMITTEE** agrees that the placement of mailboxes along public streets is subject to the approval by the **CITY**. Utility locates will be necessary.
  
- e. Boulevard and Wetland Restoration. The **PERMITTEE** shall be responsible for the cost of establishing seed in all boulevards within thirty (30) days of the completion of the street improvements, and restoring all other areas disturbed by the development grading operation in accordance with the approved Grading and Erosion Control plan. The **PERMITTEE** shall be responsible for the cost of cleaning any soil, earth, or debris from the wetlands within and adjacent to this Plat resulting from grading performed in the development of the Plat.
  
- f. Construction, Hours and Entrance Signs. The **CITY** restricts construction and delivery hours to Monday through Saturday 7:00 a.m. to 10:00 p.m. The **PERMITTEE** is required to provide a sign at each entrance point stating delivery and construction operation hours. Said signs are not to exceed eighty (80) square feet in size and must be clearly visible at all times during the construction period.
  
- g. Construction Site Maintenance. The **PERMITTEE** shall adhere to all of the **CITY** ordinances relating to, but not limited to, dumping of garbage, site development, construction debris, open burning, etc. The **CITY** reserves the right to withhold permits, inspections, or certificates of occupancy to correct violations relating to construction site maintenance.
  
- h. Estimated Cost. It is understood and agreed that cost amounts set forth in this Agreement as to Stage I, Stage II, and Required Private Improvements, unless qualified as fixed amounts, are estimated. The **PERMITTEE** agrees to pay the entire cost of said improvements including interest, engineering and legal fees related thereto.

- i. Plat Approval Expenses. The **PERMITTEE** agrees that it will pay to **CITY** all **CITY** expenses incurred in the approval of the Plat, including, but not limited to, administration expenses, engineering and legal fees. Said expenses incurred after recording of the Final Plat shall also be paid within said fifteen (15) day billing period. Failure to pay the **CITY'S** expenses within the fifteen (15) day billing period will permit the **CITY** to draw upon any of the escrows required by this Agreement for payment.
  
- j. Reimbursement to the CITY. The **PERMITTEE** agrees to reimburse the **CITY** for all costs incurred by the **CITY** in defense or enforcement of this Agreement, or any portion thereof, including court costs and reasonable engineering and attorney's fees.
  
- k. Certificate of Occupancy. The term "Certificate of Occupancy" as used in this Agreement shall be defined as a document issued by the **CITY'S** Building Official, which authorizes the structure to be used for its intended purposes.
  
- l. Future Bunker Lake Boulevard Improvements. The **PERMITTEE** acknowledges the **CITY's** future planning efforts related to Bunker Lake Boulevard, and the **PERMITTEE** agrees not to contest future road assessments to add an additional lane to Bunker Lake Boulevard adjacent to the Plat, Lot 1, Block 1 Bunker Lake Business Park 2nd Addition (BLIP III), or to the Plat, Lot 1, Block 1, Bunker Lake Industrial Park 3<sup>rd</sup> Addition (to be BLIP IV).
  - i. Existing Improvements to Bunker Lake Boulevard. Phase 1A improvements to Bunker Lake Blvd NW, west of the Plat, referenced in the Future Business Park Analysis and Report dated March 2017 Update done by Bolton and Menk are complete and the Permittee has no outstanding obligations or special assessments due or pending as related to completed improvements. **PERMITTEE** is exempt from future road assessments for a period of ten (10) years on its property west of Bunker Lake Industrial Park 3<sup>rd</sup> Addition.
  
- m. Notices. Required notices shall be in writing, and shall be either hand delivered to the Parties, its employees or agents, or mailed to them by certified or registered mail at the following address:

**TO PERMITTEE:**  
PSD, LLC  
Attn: Matt Kuker  
7533 Sunwood Dr NW #315  
Ramsey MN 55303

**TO THE CITY:**

City of Ramsey

Attn: Community Development Director

7550 Sunwood Drive NW

Ramsey, MN 55303

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



**THE CITY:**

CITY OF RAMSEY

By: \_\_\_\_\_

Its: Mayor

By: \_\_\_\_\_

Its: City Administrator

STATE OF MINNESOTA                    )  
  )ss.  
COUNTY OF ANOKA                    )

The forgoing instrument was acknowledged before me on this \_\_\_\_\_ day of \_\_\_\_\_ 2021, by Mark E Kuzma and Kurtis G. Ulrich, the Mayor and the City Administrator of the City of Ramsey, a charter city and municipal corporation organized under the laws of the state of Minnesota on behalf of the City.

\_\_\_\_\_  
Notary Public

**This document drafted by:**

City of Ramsey  
7550 Sunwood Drive NW  
Ramsey, MN 55303

**This document reviewed by:**

Ratwik, Roszak & Maloney, P.A.  
730 Second Ave. S., Suite 300  
Minneapolis, MN 55402

**EXHIBIT A**

**Legal Description of the Subject Property**

Lot 1, Block 1, Bunker Lake Industrial Park Third Addition, Anoka County,  
Minnesota

## EXHIBIT B

### Fees Payable to the City

	Units	Unit Type	Unit Price	Total	Notes
<b>Park Dedication and Trail Development</b>					
Park Dedication					
Industrial	6.275	per acre	\$4,375	\$27,453	
Trail Development	6.275	per acre	\$1,300	\$8,158	
<b>Subtotal Park and Trail Development</b>				<b>\$35,611</b>	
<b>Water and Sewer Fees</b>					
Water Trunk (Connection)	6.275	per acre	\$6,766	\$42,457	
Sanitary Sewer Trunk (Connection)	6.275	per acre	\$3,837	\$24,077	
<b>Subtotal Water and Sewer Fees</b>				<b>\$66,534</b>	
<b>Stormwater Management Fees</b>					
Stormwater Management	6.275	per acre	\$5,001	\$31,381	
<b>Subtotal Stormwater Management</b>				<b>\$31,381</b>	
<b>Sureties and Inspection Fees - Calculated at time of Site Plan Review</b>					
Performance Surety (returned when complete)	664710	cost of improvement	75%	\$498,533	Cash or Letter of Credit
Engineering Inspection Fee	664710	cost of improvement	5%	\$33,236	Cash Escrow

Councilmember \_\_\_\_\_ introduced the following resolution and moved for its adoption:

**RESOLUTION #21-204**

**A RESOLUTION APPROVING UPDATED DEVELOPMENT AGREEMENT  
FOR BUNKER LAKE INDUSTRIAL PARK THIRD ADDITION**

**RECITALS**

1. PSD, LLC hereinafter referred to as the “Permittee” has received approval for Site Plan and Final Plat approval for an industrial building on the property legally described as follows:  
  
Lot 1, Block 1, Bunker Lake Industrial Park Third Addition, Anoka County, Minnesota  
  
 (“Subject Property”)
2. That the Applicant has Site Plan and Final Plat approval from the City of Ramsey, contingent upon the Permittee entering into a Development Agreement with the City.
3. That the City Council reviewed and approved the agreement on July 13, 2021.

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

That the Ramsey City Council hereby grants approval of the Amended Development Agreement (the “Agreement”) for PSD, LLC contingent upon the following conditions:

**CONDITIONS**

1. Final legal form approved by the City Attorney.
2. Compliance with Staff comments as noted in ProjectDox.
3. That the Permittee shall be responsible for all City costs incurred in administering and enforcing this Agreement.
4. That the Agreement shall be recorded against the Subject Property at cost of Applicant.

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 13 day of July, 2021.



**Meeting Date:** 07/13/2021

**By:** Colleen Lasher, Administrative  
Services

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### Information

#### Title

Adopt Resolution #21-202 to Adjust Certain Non-union Wage Scales and Direct Staff to Submit a Compliant Pay Equity Report

#### Purpose/Background:

This case was discussed during this evenings Council work session, as well at the June 22, 2021, Council work session. Specifically discussed were seven female non-union employees that were shown on the Pay Equity Report to be below the predicted pay level (as determined by the Department of Management and Budget - Pay Equity Division). Staff explained that this issue must be corrected in order to avoid penalties of \$100 per day, retroactive to January 1, 2021.

The seven positions include the following: Administrative Services Director, Assistant Finance Director, Senior Planner, Police Department Office Supervisor, Accountant II, Deputy City Clerk and the HR Generalist.

If approved, staff will submit the compliant Pay Equity report prior to the deadline of August 7, 2021, and the wage adjustments will be made retroactively to July 7, 2021. With this action the City will not be charged penalty fees for non-compliance with the Pay Equity Act.

The attached spreadsheet shows the seven positions, the current pay scale, the proposed pay scale, and other details. Each employee would be placed in the lowest step that represented an amount greater than their current pay. Each employee (if they are still in their steps) would move to the next step in one year. Staff will be prepared to answer all questions during the meeting.

As previously mentioned, there are non-union male employees in the same situation; however, the male occupied positions are not linked to compliance with Pay Equity. Correcting the pay scales on the seven female occupied positions is the focus at this time and the positions occupied by male non-union employees should be included in the upcoming budget discussions.

As background, the law requires each local government to analyze its pay structure for evidence of inequities, and to report this information to the Department of Management and Budget every three years. Most Minnesota cities are also subject to the Equal Pay for Equal Work Law, which is a different law from the Pay Equity Act but also prohibits discrimination in pay based on sex. Pay equity is designed to address the problem of a wage structure in which there is one pay pattern for jobs performed mostly by men and another pay pattern for jobs performed mostly by women.

The City's 2021 pay equity report shows that the City is currently out of compliance with the Local Government Pay Equity Act. The report includes four tests: the completeness and accuracy test, the statistical analysis test, the salary range test and exceptional service pay test. Of the four tests, one test (statistical analysis) is noncompliant with a score of 62.06896 which required a minimum score of 80. By adjusting the wage scales upward on the seven non-union female occupied positions, staff feels the City will receive a passing or compliant Pay Equity score and no penalties will occur, contingent upon approval and submittal of the new wage scales.

#### Notification:

Note: Attached to this case are several documents. The attachments dated 06-15-21 were provided at the June 22, 2021 Council work session. With the exception of two positions (the HR Generalist and the Deputy City Clerk) the Predicted Pay data on these reports show the currently recommended wage scale adjustments . With approval, the "pending" reports will be submitted to the Department of Management and Budget. The pending reports show slightly higher predicted pay amounts, but does not change staff's recommendation regarding the new wage scales and still produces a passing score. The reason for these differences relate to police officer's longevity pay.

**Funding Source:**

The 2021 funding estimated for this action, effective July 7, 2021, is estimated to be \$10,303 and would be applied to the Contingency Fund.

**Recommendation:**

To approve the recommended updated wage scales and direct staff to submit the updated Pay Equity report.

**Action:**

Motion to adopt resolution #21-202 to approve the following updated wage scales and direct staff to submit the updated Pay Equity report.

	Step 1	Step 6
Proposed Updated pay scales July 2021 - Dec. 2021	80%	100%
Updated Adm Services Director	90,936	113,670
Updated Assistant Finance Dir.	84,832	106,041
Updated Senior Planner	80,053	100,066
Updated Office Supervisor	68,624	85,780
Updated Accountant II	64,905	81,132
Updated Deputy City Clerk	58,290	72,863
Updated HR Generalist	61,242	76,553

**Attachments**

- Resolution 21-202
- Wage Scale Summary
- Pending Compliance Rating
- Pending Predicted Pay Report
- 06-15-21 Compliance Report
- 06-15-21 Pred. Pay Report

**Form Review**

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	07/07/2021 04:18 PM
Form Started By: Colleen Lasher		Started On: 07/07/2021 01:01 PM
Final Approval Date: 07/07/2021		

Councilmember    introduced the following resolution and moved for its adoption:

**RESOLUTION #21-202**

**Resolution to Adjust Certain Non-union Wage Scales and Direct Staff to Submit a Compliant Pay Equity Report**

**WHEREAS**, the State of Minnesota requires submission of a pay equity compliance report every three years; and

**WHEREAS**, the Pay Equity Act requires City Council approval in order to be submitted; and

**WHEREAS**, the City of Ramsey submitted a report in January which was found to be non-compliant with the Pay Equity Act; and

**WHEREAS**, Staff have updated certain non-union wage scales and prepared a new Pay Equity report with a passing underpayment ratio.

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

1)     Motion to adopt resolution #21-202 directing staff to update the following wage scales effective as of July 7, 2021 and to submit the updated Pay Equity report.

<u>Updated annual pay scales 07-07-21 – 12-31-2021</u>	<u>80%</u>	<u>100%</u>
Updated Adm Services Director	90,936	113,670
Updated Assistant Finance Dir.	84,832	106,041
Updated Senior Planner	80,053	100,066
Updated Office Supervisor	68,624	85,780
Updated Accountant II	64,905	81,132
Updated Deputy City Clerk	58,290	72,863
Updated HR Generalist	61,242	76,553

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 13<sup>th</sup> day of July, 2021.

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Mayor

**ATTEST:**

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City Clerk

	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Current Step	New Step	Increase	Pred. Pay	Pred. Pay
Proposed Updated pay scales July 2021 - Dec. 2021	80%	84%	88%	92%	96%	100%			Per Hr. 7/1/2021		
<b>Updated Adm Services Director</b>	90,936	95,483	100,030	104,577	109,124	113,670	6	6	1.35	9,473	113,670
<b>Current Adm Services Director</b>	88,690	93,124	97,559	101,993	106,428	110,862					
<b>Updated Assistant Finance Dir.</b>	84,832	89,074	93,316	97,557	101,799	106,041	6	6	1.51	8,836	106,029
<b>Current Asst Finance Officer</b>	82,328	86,444	90,561	94,677	98,794	102,910					
	-	-	-	-	-	-					
<b>Updated Senior Planner</b>	80,053	84,056	88,058	92,061	96,064	100,066	4	4	1.72	8,339	100,066
<b>Current Senior Planner</b>	76,938	80,785	84,632	88,479	92,326	96,173					
	-	-	-	-	-	-					
<b>Updated Office Supervisor</b>	68,624	72,055	75,486	78,917	82,348	85,780	4	5	2.64	7,148	85,780
<b>Current Office Supervisor</b>	66,839	70,181	73,523	76,865	80,206	83,548					
	-	-	-	-	-	-					
<b>Updated Accountant II</b>	64,905	68,151	71,396	74,641	77,886	81,132	6	5	1.15	6,761	81,132
<b>Current Accountant II</b>	60,396	63,416	66,435	69,455	72,475	75,495					
	-	-	-	-	-	-					
<b>Updated Deputy City Clerk</b>	58,290	61,205	64,119	67,034	69,948	72,863	2	1	0.50	6,379	76,553
<b>Current Deputy City Clerk</b>	54,522	57,248	59,975	62,701	65,427	68,153			Adj to:	6,072	72,863
	-	-	-	-	-	-					
<b>Updated HR Generalist</b>	61,242	64,305	67,367	70,429	73,491	76,553	4	2	0.78	6,761	81,132
<b>Current HR Generalist</b>	54,522	57,248	59,975	62,701	65,427	68,153			Adj to:	6,379	76,553

## Compliance Report

Jurisdiction: Ramsey  
7550 Sunwood Drive NW

Report Year: 2021  
Case: 9 - 2021 NU Pred. Pay (Private (Jur Only))

Ramsey, MN 55303

Contact: Colleen Lasher

Phone: (763) 433-9867

E-Mail: clasher@cityoframsey.com

The statistical analysis, salary range and exceptional service pay test results are shown below. Part I is general information from your pay equity report data. Parts II, III and IV give you the test results.

For more detail on each test, refer to the Guide to Pay Equity Compliance and Computer Reports.

### I. GENERAL JOB CLASS INFORMATION

	Male Classes	Female Classes	Balanced Classes	All Job Classes
# Job Classes	29	18	1	48
# Employees	67	26	2	95
Avg. Max Monthly Pay per employee	7320.34	5908.75		6876.12

### II. STATISTICAL ANALYSIS TEST

#### A. Underpayment Ratio = 80.32454 \*

	Male Classes	Female Classes
a. # At or above Predicted Pay	7	1
b. # Below Predicted Pay	22	17
c. TOTAL	29	18
d. % Below Predicted Pay (b divided by c = d)	75.86	94.44

\*(Result is % of male classes below predicted pay divided by % of female classes below predicted pay.)

#### B. T-test Results

Degrees of Freedom (DF) = 91	Value of T = 4.752
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a. Avg. diff. in pay from predicted pay for male jobs = 20

b. Avg. diff. in pay from predicted pay for female jobs = -428

### III. SALARY RANGE TEST = 120.00 (Result is A divided by B)

A. Avg. # of years to max salary for male jobs = 6.00

B. Avg. # of years to max salary for female jobs = 5.00

### IV. EXCEPTIONAL SERVICE PAY TEST = 0.00 (Result is B divided by A)

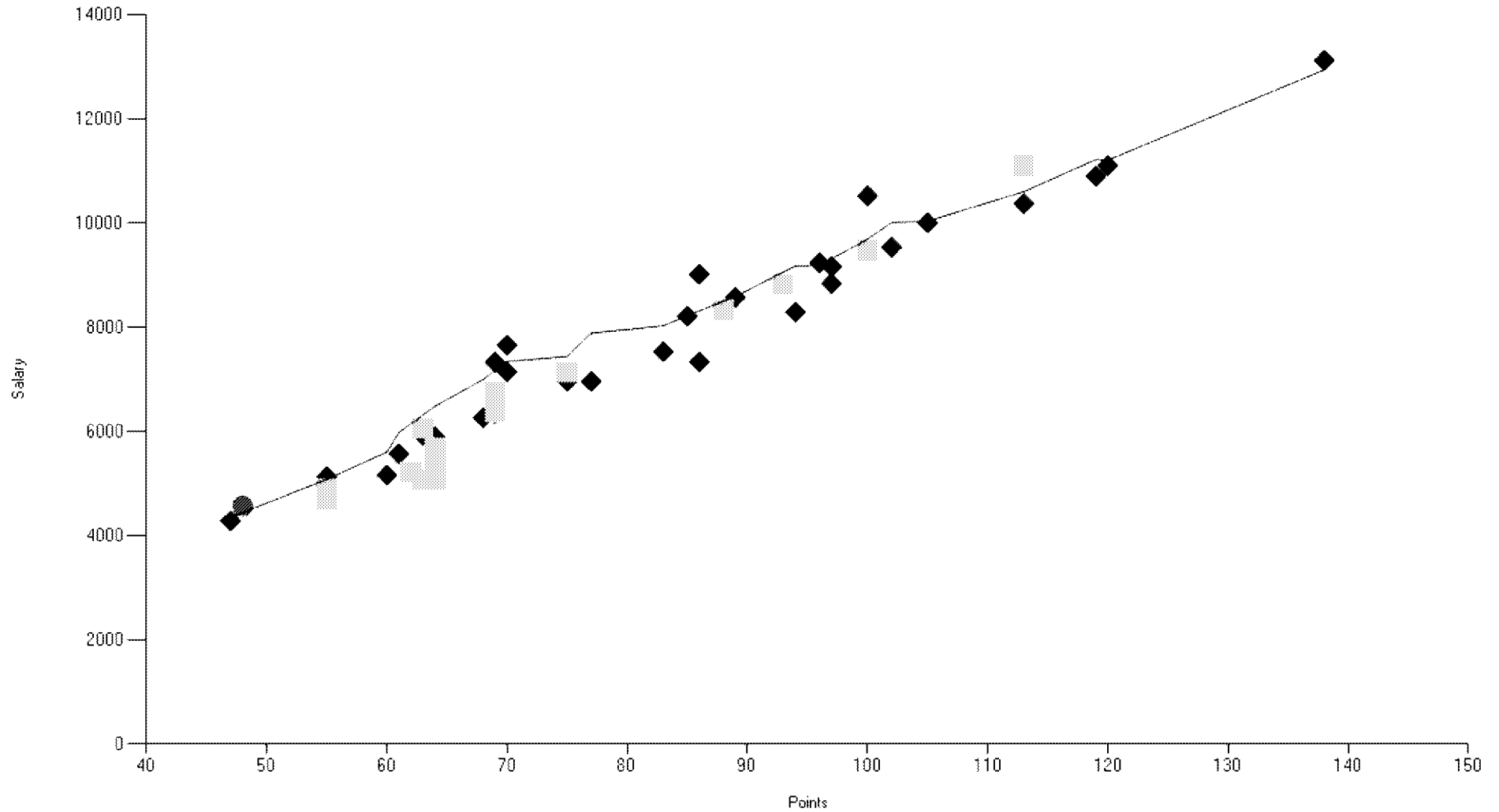
A. % of male classes receiving ESP = 6.90 \*

B. % of female classes receiving ESP = 0.00

\*(If 20% or less, test result will be 0.00)

## Predicted Pay Report for: Ramsey

Case: 2021 NU Pred. Pay



◆ Male Jobs    ◻ Female Jobs    ● Balanced Jobs    — Predicted Pay    - - - - Line Continuation (Min)    - - - - Line Continuation (Max)

## Predicted Pay Report for: Ramsey

### Case: 2021 NU Pred. Pay

Job Nbr	Job Title	Nbr Males	Nbr Females	Non-Binary	Total Nbr	Job Type	Job Points	Max Mo Salary	Predicted Pay	Pay Difference
1	Building Maintenance	3	0	0	3	Male	47	4284.8900	4353.7324	-68.8424
2	Community Service Officer	1	1	0	2	Balanced	48	4570.6400	4444.4805	126.1595
3	Fire Tech	0	1	0	1	Female	55	4707.4800	5082.2040	-374.7240
4	Police Tech	0	3	0	3	Female	55	4707.4800	5082.2040	-374.7240
5	Secretary/Receptionist	0	1	0	1	Female	55	4707.4800	5082.2040	-374.7240
6	Admin Assistant	0	6	0	6	Female	55	4893.3200	5082.2040	-188.8840
7	Recreation Specialist	0	1	0	1	Female	55	4893.3200	5082.2040	-188.8840
8	PW Maint Worker	12	0	0	12	Male	55	5130.4500	5082.2040	48.2460
9	IT Tech	1	0	0	1	Male	60	5166.7100	5606.0364	-439.3264
11	Auto Mechanic	2	0	0	2	Male	61	5573.4000	5983.5961	-410.1961
10	Permit Tech	0	2	0	2	Female	62	5222.0500	6150.4784	-928.4284
12	Senior Acct Clerk	0	1	0	1	Female	63	5079.5600	6317.3606	-1237.8006
21	Deputy City Clerk	0	1	0	1	Female	63	6071.9000	6317.3606	-245.4606
13	Engr Tech II	1	0	0	1	Male	63	5924.1600	6317.3606	-393.2006
14	Police Tech LEAD	0	1	0	1	Female	64	5079.5600	6484.2429	-1404.6829
15	Communications and Events Coor	0	1	0	1	Female	64	5439.5600	6484.2429	-1044.6829
16	Comm Dev Assistant	0	1	0	1	Female	64	5679.8900	6484.2429	-804.3529
17	Public Works Lead Worker	2	0	0	2	Male	64	5899.2800	6484.2429	-584.9629
19	Building Maint Supervisor	1	0	0	1	Male	68	6261.9200	6997.2970	-735.3770
20	HR Generalist	0	1	0	1	Female	69	6379.4200	7168.8756	-789.4556
22	Accountant II	0	1	0	1	Female	69	6760.9800	7168.8756	-407.8956
23	Planning Technician	1	0	0	1	Male	69	6343.4300	7168.8756	-825.4456
24	Parks Supervisor	1	0	0	1	Male	69	7333.2100	7168.8756	164.3344
25	City Planner	1	0	0	1	Male	70	7147.3700	7342.9064	-195.5364
26	Patrol	16	4	0	20	Male	70	7657.0000	7342.9064	314.0936
27	Office Supervisor	0	1	0	1	Female	75	7148.3100	7441.3541	-293.0441
28	Fire Inspector/Firefighter	1	0	0	1	Male	75	6962.3700	7441.3541	-478.9841
18	Engr Tech IV	1	0	0	1	Male	77	6964.4000	7889.3432	-924.9432
29	Civil Engr II	1	0	0	1	Male	83	7533.9700	8027.2431	-493.2731
30	Civil Engr IV	1	0	0	1	Male	85	8211.1100	8223.5638	-12.4538
31	PW Utilities Supervisor	1	0	0	1	Male	86	7333.2100	8316.3378	-983.1278
32	Sergeants	4	0	0	4	Male	86	9017.0000	8316.3378	700.6622

## Predicted Pay Report for: Ramsey

### Case: 2021 NU Pred. Pay

Job Nbr	Job Title	Nbr Males	Nbr Females	Non-Binary	Total Nbr	Job Type	Job Points	Max Mo Salary	Predicted Pay	Pay Difference
33	Senior Planner	0	1	0	1	Female	88	8338.8500	8537.2196	-198.3696
34	Building Official	1	0	0	1	Male	89	8575.8300	8591.2984	-15.4684
37	Asst Finance Officer	0	1	0	1	Female	93	8836.7100	9095.2034	-258.4934
36	IT Manager	1	0	0	1	Male	94	8291.3100	9180.5734	-889.2634
38	Econ Dev Manager	1	0	0	1	Male	96	9238.5200	9186.1478	52.3722
39	Parks and Asst PW Superintende	1	0	0	1	Male	97	9165.9600	9313.2076	-147.2476
35	Assistant Fire Chief/FireMarsh	1	0	0	1	Male	97	8840.8900	9313.2076	-472.3176
40	Adm Services Director	0	1	0	1	Female	100	9472.5400	9693.8203	-221.2803
41	Captains	2	0	0	2	Male	100	10524.0000	9693.8203	830.1797
42	Public Works Superintendent	1	0	0	1	Male	102	9539.0700	10009.1974	-470.1274
43	City Engr	1	0	0	1	Male	105	10005.8200	10036.7274	-30.9074
45	Finance Director	0	1	0	1	Female	113	11105.5100	10604.1947	501.3153
44	Fire Chief / EMD	1	0	0	1	Male	113	10373.9200	10604.1947	-230.2747
47	Police Chief	1	0	0	1	Male	119	10900.3900	11217.7746	-317.3846
49	Dep. City Adm. / Comm. Dev. Di	1	0	0	1	Male	120	11105.5100	11209.3590	-103.8490
48	City Administrator	1	0	0	1	Male	138	13122.2600	12939.7117	182.5483

**Job Number Count: 48**

## Compliance Report

Jurisdiction: Ramsey  
7550 Sunwood Drive NW

Ramsey, MN 55303

Report Year: 2021  
Case: 9 - 2021 NU Pred. Pay (Private  
(Jur Only))

Contact: Colleen Lasher

Phone: (763) 433-9867

E-Mail: clasher@cityoframsey.com

The statistical analysis, salary range and exceptional service pay test results are shown below. Part I is general information from your pay equity report data. Parts II, III and IV give you the test results.

For more detail on each test, refer to the Guide to Pay Equity Compliance and Computer Reports.

### I. GENERAL JOB CLASS INFORMATION

	Male Classes	Female Classes	Balanced Classes	All Job Classes
# Job Classes	29	18	1	48
# Employees	67	26	2	95
Avg. Max Monthly Pay per employee	7097.63	5908.71		6719.04

### II. STATISTICAL ANALYSIS TEST

A. Underpayment Ratio = **81.16711 \***

	Male Classes	Female Classes
a. # At or above Predicted Pay	12	5
b. # Below Predicted Pay	17	13
c. TOTAL	29	18
d. % Below Predicted Pay (b divided by c = d)	58.62	72.22

\*(Result is % of male classes below predicted pay divided by % of female classes below predicted pay.)

#### B. T-test Results

Degrees of Freedom (DF) = 91

Value of T = 4.742

a. Avg. diff. in pay from predicted pay for male jobs = 10

b. Avg. diff. in pay from predicted pay for female jobs = -300

### III. SALARY RANGE TEST = 100.00 (Result is A divided by B)

A. Avg. # of years to max salary for male jobs = 5.00

B. Avg. # of years to max salary for female jobs = 5.00

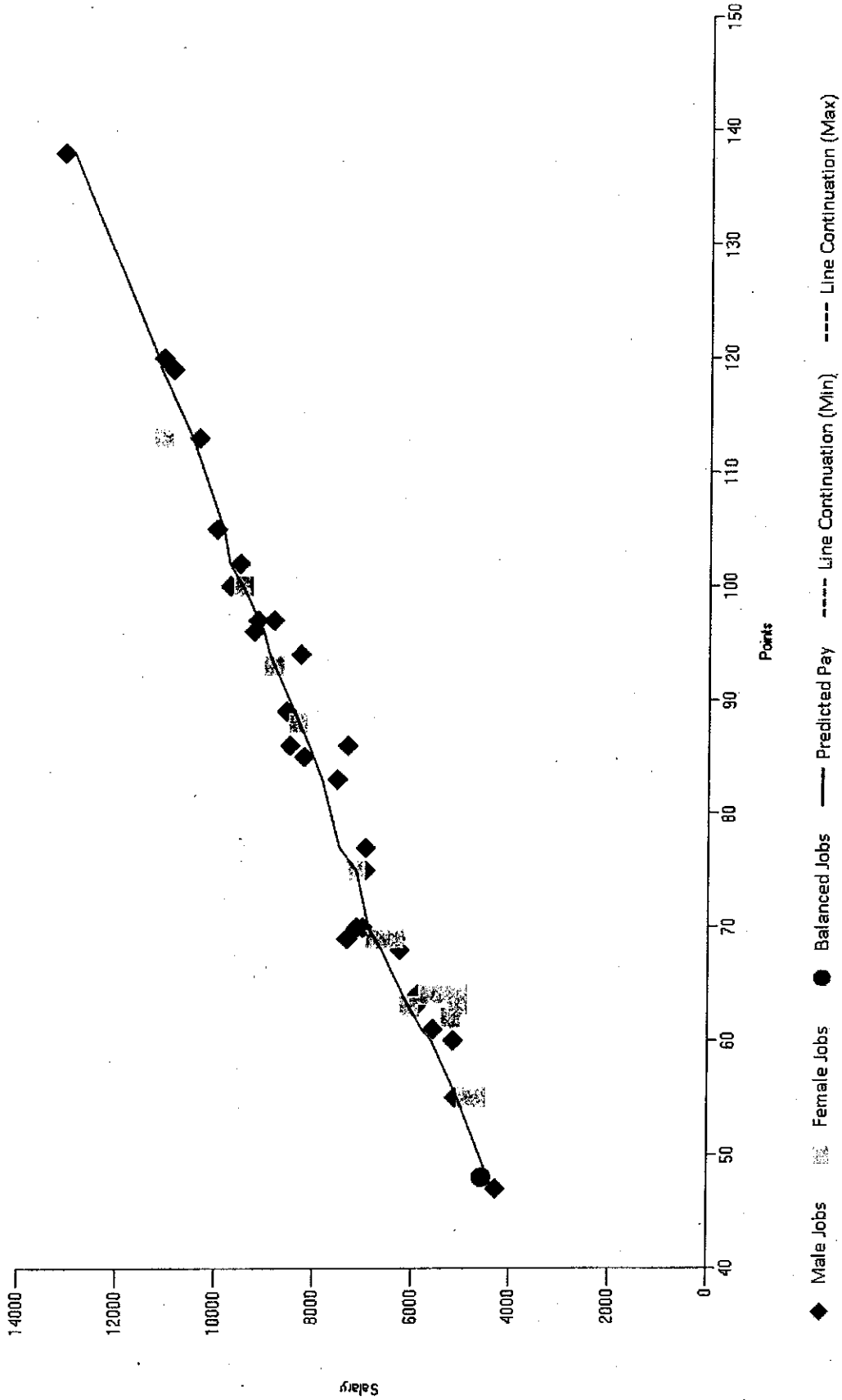
### IV. EXCEPTIONAL SERVICE PAY TEST = 0.00 (Result is B divided by A)

A. % of male classes receiving ESP = 10.34 \*

B. % of female classes receiving ESP = 0.00

\*(If 20% or less, test result will be 0.00)

**Predicted Pay Report for: Ramsey**  
**Case: 2021 NU Pred. Pay**





## Predicted Pay Report for: Ramsey Case: 2021 NU Pred. Pay

Job Nbr	Job Title	Nbr Males	Nbr Females	Non-Binary	Total Nbr	Job Type	Job Points	Max Mo Salary	Predicted Pay	Pay Difference
1	Building Maintenance	3	0	0	3	Male	47	4284.8900	4353.7324	-68.8424
2	Community Service Officer	1	1	0	2	Balanced	48	4570.6400	4444.4805	126.1595
3	Fire Tech	0	1	0	1	Female	55	4707.4800	5082.2040	-374.7240
4	Police Tech	0	3	0	3	Female	55	4707.4800	5082.2040	-374.7240
5	Secretary/Receptionist	0	1	0	1	Female	55	4707.4800	5082.2040	-374.7240
6	Admin Assistant	0	6	0	6	Female	55	4893.3200	5082.2040	-188.8840
7	Recreation Specialist	0	1	0	1	Female	55	4893.3200	5082.2040	-188.8840
8	PW Maint Worker	12	0	0	12	Male	55	5130.4500	5082.2040	48.2460
9	IT Tech	1	0	0	1	Male	60	5166.7100	5606.0364	-439.3264
11	Auto Mechanic	2	0	0	2	Male	61	5573.4000	5814.5704	-241.1704
10	Permit Tech	0	2	0	2	Female	62	5222.0500	5942.7354	-720.6854
12	Senior Acct Clerk	0	1	0	1	Female	63	5079.5600	6070.9004	-991.3404
21	Deputy City Clerk	0	1	0	1	Female	63	6070.9000	6070.9004	-0.0004
13	Engr Tech II	1	0	0	1	Male	63	5924.1600	6070.9004	-146.7404
14	Police Tech LEAD	0	1	0	1	Female	64	5079.5600	6199.0654	-1119.5054
15	Communications and Events Coor	0	1	0	1	Female	64	5439.5600	6199.0654	-759.5054
16	Comm Dev Assistant	0	1	0	1	Female	64	5679.8900	6199.0654	-519.1754
17	Public Works Lead Worker	2	0	0	2	Male	64	5899.2800	6199.0654	-299.7854
19	Building Maint Supervisor	1	0	0	1	Male	68	6261.9200	6626.9300	-365.0100
20	HR Generalist	0	1	0	1	Female	69	6379.4200	6760.9755	-381.5555
22	Accountant II	0	1	0	1	Female	69	6760.9800	6760.9755	0.0045
23	Planning Technician	1	0	0	1	Male	69	6343.4300	6760.9755	-417.5455
24	Parks Supervisor	1	0	0	1	Male	69	7333.2100	6760.9755	572.2345
25	City Planner	1	0	0	1	Male	70	7147.3700	6897.1484	250.2216
26	Patrol	16	4	0	20	Male	70	7017.6500	6897.1484	120.5016
27	Office Supervisor	0	1	0	1	Female	75	7148.3100	7148.3069	0.0031
28	Fire Inspector/Firefighter	1	0	0	1	Male	75	6962.3700	7148.3069	-185.9369
18	Engr Tech IV	1	0	0	1	Male	77	6964.4000	7490.1575	-525.7575
29	Civil Engr II	1	0	0	1	Male	83	7533.9700	7844.5132	-310.5432
30	Civil Engr IV	1	0	0	1	Male	85	8211.1100	8021.0286	190.0814
31	PW Utilities Supervisor	1	0	0	1	Male	86	7333.2100	8111.2966	-778.0866
32	Sergeants	4	0	0	4	Male	86	8505.6500	8111.2966	394.3534

**Predicted Pay Report for: Ramsey**  
**Case: 2021 NU Pred. Pay**

Job Nbr	Job Title	Nbr Males	Nbr Females	Non-Binary	Total Nbr	Job Type	Job Points	Max Mo Salary	Predicted Pay	Pay Difference
33	Senior Planner	0	1	0	1	Female	88	8338.8500	8338.8502	-0.0002
34	Building Official	1	0	0	1	Male	89	8575.8300	8415.2374	160.5926
37	Asst Finance Officer	0	1	0	1	Female	93	8836.7100	8835.7126	0.9974
36	IT Manager	1	0	0	1	Male	94	8291.3100	8921.2271	-629.9171
38	Econ Dev Manager	1	0	0	1	Male	96	9238.5200	9045.3162	193.2038
39	Parks and Asst PW Superintende	1	0	0	1	Male	97	9165.9600	9152.2402	13.7198
35	Assistant Fire Chief/FireMarsh	1	0	0	1	Male	97	8840.8900	9152.2402	-311.3502
40	Adm Services Director	0	1	0	1	Female	100	9472.5400	9472.5370	0.0030
41	Captains	2	0	0	2	Male	100	9729.4000	9472.5370	256.8630
42	Public Works Superintendent	1	0	0	1	Male	102	9539.0700	9747.7279	-208.6579
43	City Engr	1	0	0	1	Male	105	10005.8200	9872.0289	133.7911
45	Finance Director	0	1	0	1	Female	113	11105.5100	10509.7835	595.7265
44	Fire Chief / EMD	1	0	0	1	Male	113	10373.9200	10509.7835	-135.8635
47	Police Chief	1	0	0	1	Male	119	10900.3900	11153.5635	-253.1735
49	Dep. City Adm. / Comm. Dev. Di	1	0	0	1	Male	120	11105.5100	11209.3590	-103.8490
48	City Administrator	1	0	0	1	Male	138	13122.2600	12939.7117	182.5483

**Job Number Count: 48**

Meeting Date: 07/13/2021

By: Katie Schmidt, Administrative Services

**Information**

**Title:**

Adopt Resolution #21-192 Hiring a Paid-on-call Firefighter

**Purpose/Background:**

Over the last several months 7 paid-on-call firefighters have separated from the Fire Department due to retirements and other reasons. The city was contacted by an experienced firefighter who recently moved to Ramsey. This candidate has already completed the required Fire Academy and would not be on the same training timeline as those hired through the current recruitment which will take approximately 12 weeks to complete. As such, Staff saw a benefit in vetting this candidate through the identical hiring process (with the exception of a posted recruitment). At this time, Mr. Steven Randall has successfully completed the following pre-employment requirements of becoming a paid-on-call firefighter with the City of Ramsey: application, interview, physical agility test, background check, reference check, psychological assessment, medical exam and drug screen. Pending Council approval, Mr. Randall would be hired at the normal starting hourly wage of \$12.88 and would begin employment on July 14, 2021. Mr. Randall would be subject to the normal one-year probationary period and subject to Fire Department and personnel policies.

**Funding Source:**

The funding required to fill this position is included within the approved 2021 budget.

**Recommendation:**

Staff recommends hiring Mr. Steven Randall as a Paid-on-call Firefighter at \$12.88 per hour, effective July 14, 2021.

**Outcome/Action:**

Motion to approve resolution #21-192, hiring Mr. Steven Randall as a Paid-on-call Firefighter at \$12.88 per hour, effective July 14, 2021.

**Attachments**

Resolution 21-192

**Form Review**

Inbox	Reviewed By	Date
Colleen Lasher	Colleen Lasher	07/07/2021 11:11 AM
Kurt Ulrich	Kurt Ulrich	07/07/2021 11:55 AM
Form Started By: Katie Schmidt		Started On: 06/29/2021 01:55 PM
Final Approval Date: 07/07/2021		

Councilmember introduced the following resolution and moved for its adoption:

**RESOLUTION # 21-192**

**RESOLUTION TO HIRE A PAID-ON-CALL FIREFIGHTER**

**WHEREAS**, over the last several months there have been several Paid-on-call Firefighters that have separated from the Fire Department due to retirements and other reasons; and

**WHEREAS**, staffing levels in the Fire Department are less than full capacity; and

**WHEREAS**, an experienced firefighter from another Minnesota community, now residing in Ramsey, expressed interest in the Ramsey Fire Department; and

**WHEREAS**, a firefighter interview, background checks, reference checks, physical agility test, work-style assessment, and pre-employment physical and drug screen have been conducted; and

**WHEREAS**, the candidate has successfully passed the requirements to become Ramsey Paid-on-call Firefighter; and

**WHEREAS**, Paid-on-call Firefighters are subject to a 1-year probationary period; and

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

- 1) Motion to approve resolution #21-192, hiring Mr. Steven Randall as a Paid-on-call Firefighter at \$12.88 per hour, effective July 14, 2021.

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

and the following voted against the same:

and the following abstained:

and the following were absent:

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 13<sup>th</sup> day of July, 2021.

---

Mayor

**ATTEST:**

---

City Clerk

Meeting Date: 07/13/2021

By: Katie Schmidt, Administrative Services

**Information**

**Title:**

Adopt Resolution #21-193 Hiring Seasonal Public Works Maintenance Workers

**Purpose/Background:**

The purpose of this case is to request authorization to hire a Seasonal Public Works Maintenance Workers. Annually, the City employs Seasonal Public Works Maintenance Workers to perform work in the Parks, Streets, and Utilities Divisions of Public Works. At this time, staff selected three seasonal candidates to work in the Public Works Department.

Duties

Seasonal Public Works Maintenance workers provide general maintenance of streets, park grounds, trails, buildings, and related facilities and equipment through the spring, summer, and possibly fall months. This also includes mowing and trimming; pruning and planting trees or working on landscape projects; maintaining athletic fields; picking up trash; street maintenance; and utilities maintenance.

**Funding Source:**

The funding required to fill this position is included within the approved 2021 budget.

**Recommendation:**

Staff recommends hiring the following Seasonal Public Works Maintenance Workers: Calvin Churchill, effective on or near July 14, 2021 at \$13.00 per hour; Paiton Kothman, effective on or near July 14, 2021 at \$13.00 per hour.

**Outcome/Action:**

Motion to adopt resolution #21-193 to hire Seasonal Public Works Maintenance Workers: Calvin Churchill, effective on or near July 14, 2021 at \$13.00 per hour; Paiton Kothman, effective on or near July 14, 2021 at \$13.00 per hour.

**Attachments**

Resolution #21-193

Job Description

**Form Review**

Inbox	Reviewed By	Date
Kurt Ulrich	Kurt Ulrich	07/01/2021 02:35 PM
Form Started By: Katie Schmidt		Started On: 06/29/2021 02:21 PM
Final Approval Date: 07/01/2021		

Councilmember introduced the following resolution and moved for its adoption:

**RESOLUTION #21-193**

**RESOLUTION HIRING SEASONAL PUBLIC WORKS MAINTENANCE WORKERS**

**WHEREAS**, annually the City employs Seasonal Public Maintenance Workers to perform work in the Parks, Streets, and Utilities Divisions of Public Works; and

**WHEREAS**, Staff has selected two qualified candidates; and

**WHEREAS**, these candidates have passed their pre-employment screenings; and

**WHEREAS**, Staff recommends hiring two 2021 Seasonal Public Workers Maintenance Workers.

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

- 1) Motion to adopt resolution #21-193 to hire the following employees on or near the date listed below:

Seasonal Maintenance Worker Calvin Churchill, effective July 14, 2021 at \$13.00 per hour; Paiton Kothman, effective July 14, 2021 at \$13.00 per hour.

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

and the following voted against the same:

and the following abstained:

and the following were absent:

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 13<sup>th</sup> day of July, 2021.

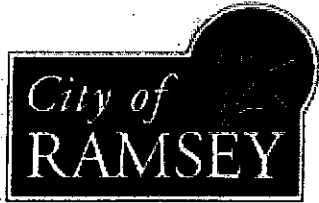
---

Mayor

**ATTEST:**

---

City Clerk



# Seasonal Maintenance Worker

Class Code:  
16014

Bargaining Unit: None

CITY OF RAMSEY

Established Date: Feb 28, 2017

Revision Date: Feb 26, 2021

## SALARY RANGE

\$13.00 - \$15.00 Hourly

### PRIMARY OBJECTIVE OF POSITION:

To provide general maintenance of streets, park grounds, trails, buildings, and related facilities and equipment through the spring, summer, and possibly fall months. This also includes mowing and trimming; pruning and planting trees or working on landscape projects; maintaining athletic fields; picking up trash; street maintenance; and utilities maintenance.

This is a temporary non-union position working forty (40) hours per week, Monday - Friday from 7:30 a.m. to 3:30 p.m., beginning in April or May and running through the Fall months. There is no guaranty of further employment after the season has concluded.

### MINIMUM QUALIFICATIONS:

- Must be 18 years of age or older
- Must possess a high school diploma or GED
- Must have valid Minnesota driver's license in good standing
- Must have the ability to work independently with limited supervision
- Must have the ability to work in a variety of weather conditions including cold or hot temperatures, high humidity, wind, or rain
- Must have the ability to finish work in a timely and efficient manner
- Must have the ability to get along with others including supervisors and coworkers

Desired Qualifications include:

- Previous experience working for a municipality or county
- Previous paid professional experience landscaping experience

## **ESSENTIAL JOB FUNCTIONS:**

- Mowing and trimming parks and trails
- Landscaping duties including planting trees, shrubs and flowers
- Pruning trees
- Maintaining athletic fields (baseball, softball, soccer) including field striping and dragging
- Park irrigation
- Carpentry, painting and repair work of City facilities and property
- Picking up trash from parks, trails, roadsides, etc.
- Operating equipment including mowers, weed-whips, saws, and use pruners and related tools
- Vehicle maintenance including oil checks
- Street maintenance
- Utilities maintenance
- Other tasks and responsibilities (within the capabilities of the seasonal worker) as assigned by the designated supervisor

## **KNOWLEDGE, SKILLS AND ABILITIES:**

- Experience mowing grass using push or ride-on equipment
- Knowledge of lawn mowers
- Experience with weed whips
- Experience with pruning equipment
- Experience with hand tools (pruners, shovels, hammers, etc.)
- Basic knowledge of carpentry and/or painting

## **JOB ACTIVITY REQUIREMENTS:**

The following are the physical activities that are associated with this position:

- Standing
- Sitting
- Walking
- Lifting
- Pushing/Pulling
- Carrying
- Kneeling
- Crawling
- Crouching
- Handling Objects
- Repetitive Hand Motion
- Use of Arm Muscles over Extended Periods
- Use of Leg Muscles over Extended Periods

This job requires employees to be able to lift and carry up to 50 pounds without assistance.

The following are the working conditions of this position:

- Working Outdoors
- Working Indoors
- Operating lawn maintenance equipment and hand tools
- Working with chemicals
- Working near fumés and vapors
- Driving a City vehicle or personal vehicle

**CC Regular Session**

**6. 1.**

**Meeting Date:** 07/13/2021

**By:** Colleen Lasher, Administrative Services

---

**Information**

**Title:**

The Public Hearing for Ordinance #21-11 Regarding Amendments to Chapter 10 of City Code Regarding Agricultural Animals, Roosters and Cats in the City of Ramsey has been Rescheduled to the July 27, 2021, City Council meeting.

**Purpose/Background:**

The public hearing for Ordinance #21-11 regarding amendments to Chapter 10 of City Code regarding agricultural animals, roosters and cats in the City of Ramsey has been rescheduled to the July 27, 2021, City Council meeting. Please direct any questions to the Planning Division at 763-433-9860. The City appreciates all input from the public and apologizes for any inconvenience this may have created.

**Notification:**

Not Applicable

**Time Frame/Observations/Alternatives:**

Not Applicable

**Funding Source:**

Not Applicable

**Recommendation:**

Not Applicable

**Outcome/Action:**

Not Applicable

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**Attachments**

*No file(s) attached.*

---

**Form Review**

**Inbox**

Diana Lund

Kurt Ulrich

Form Started By: Colleen Lasher

Final Approval Date: 07/12/2021

**Reviewed By**

Diana Lund

Colleen Lasher

**Date**

07/12/2021 09:51 AM

07/12/2021 09:53 AM

Started On: 07/12/2021 09:04 AM

**CC Regular Session**

7. 1.

**Meeting Date:** 07/13/2021

**Submitted For:** Kurt Ulrich, Administrative Services

**By:** Colleen Lasher, Administrative Services

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**Information**

**Title:**

Approve a Professional Services Contract Extension for the Tinklenberg Group

**Purpose/Background:**

The purpose of this case is to consider a proposed extension of the contract with the Tinklenberg Group as it relates to the Ramsey US Trunk Highway 10 Improvement Development Plan. The term of this proposed extension would be for the six(6) month period from July 1, 2021 through December 31, 2021. The rate for this extension would be \$3,500.00 per month. Due to the near completion of the highway 10 funding a 6-month term is recommended at this time to be reassessed at year-end to determine ongoing needs and possible 2022 legislative requests.

**Background:**

The City has worked with the Tinklenberg Group for most of the past decade. Mr. Tinklenberg continues to work with federal, state, county, and regional officials to advance Ramsey's interests in developing the Highway 10 corridor. The City's past success during this period have included a \$40 million INFRA federal grant, plus past grant awards totaling \$35M for the Armstrong Interchange Project, which was awarded several grants, including a \$10M federal (TIGER) grant, a \$10M state (CIMS) grant, a \$8M bonding allocation from the state, and a \$10.2M award from the Counties Transit Investment Board (CTIB), which fully funded the project.

In 2017, work with the state legislature successfully secured an estimated \$1.5 million in funding for the engineering and design of the Ramsey Boulevard underpass of the BNSF rail line, and the City of Ramsey received an additional \$2 million from the 2018 state bonding bill for the Ramsey Boulevard rail separation project. Most recently, \$31 million was designated to the Ramsey Gateway Highway 10 project via the past 2021 legislative process. Although not all funding has been officially secured, in many respects, the project is considered by transportation officials to be *fully-funded* and is planned to start construction in late 2023 and early 2024.

Staff believes this extension of the Tinklenberg contract is important to monitor and wrap-up Highway 10 funding, and to pursue efforts to supplant some of the City's \$4 million contribution to the corridor project with federal, state, and railroad funding options. The services under the contract allow the City to more effectively maintain a strong and consistent message to the Legislature and Congressional delegation until full funding is officially confirmed.

**Intent of this Extension:**

This proposed extension is intended to capitalize on the exciting accomplishments already achieved under earlier phases of the City's US Trunk Highway 10 Improvement Development Plan and continue the implementation of strategies adopted in that plan. It will support the utilization of federal grant dollars awarded and leverage those dollars to secure state, regional, and MnDOT funding necessary to construct identified improvements on US TH 10 within the City of Ramsey.

The extension of the contract is outlined in the attached document as outlined in the attached document.

**Notification:**

NA

**Time Frame/Observations/Alternatives:**

A six-month extension of current contract is recommended. Alternatives include not granting an extension, a shorter term (e.g., 3 month) or longer term(e.g., 12 month).

**Funding Source:**

Funds would come from the City's Public Improvement Revolving Fund.

**Recommendation:**

Staff recommends approval of the contract extension as outlined in the attached proposal, for a period of six months.

**Outcome/Action:**

Motion to approve a 6 month extension to the contract with The Tinklenberg Group.

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**Attachments**

TinklenbergExtension  
July 2015 Plan

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**Form Review**

**Inbox**

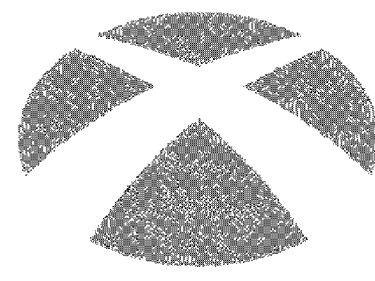
Kurt Ulrich (Originator)  
Form Started By: Kurt Ulrich  
Final Approval Date: 07/07/2021

**Reviewed By**

Kurt Ulrich

**Date**

07/07/2021 10:31 AM  
Started On: 07/07/2021 09:45 AM



# The Tinklenberg Group

The interchange of strategies and solutions

## Proposed Extension of the Ramsey US Trunk Highway 10 Improvement Development Plan July, 2021

This proposed extension is intended to capitalize on the exciting accomplishments already achieved under earlier phases of the city's US Trunk Highway 10 Improvement Development Plan and assure the successful implementation of those accomplishments. It will support the consistent and timely utilization of federal and state grant dollars awarded and seek to secure additional dollars which could be used to offset some or all of the local funding commitment. In addition, it will, at the direction of the City, begin to explore other opportunities for regional transportation improvements which would, if implemented, further enhance the City's economy and quality of life. It will continue to operate under the performance and reporting requirements established in the July, 2015 plan.

Work elements of this extension will include a continuation of those identified in earlier extensions of the plan with special emphasis on the following;

- \* Support, on behalf of the City, the timely follow-up and implementation of funding secured through prior sessions of the Minnesota legislature and awarded federal grants.

- \* Coordinate follow up of federal and state transportation program and grant opportunities/applications necessary to assure the full funding of US TH 10/169 improvements within the City of Ramsey.

- \* Continue to develop and coordinate local business and community support for potential funding opportunities anticipated but not yet fully secured.

- \* Work with the State's congressional delegation and the US DOT, to identify and pursue federal funding opportunities and programs supportive of the City's US TH 10 improvement goals that have been or may be advanced by the congress or the Biden Administration.

- \* Identify, recommend, and coordinate as directed, pursuit of additional opportunities for regional transportation improvements which would support and benefit the City's development goals.

**City of Ramsey  
BNSF Railroad Interchange Initiative  
2015 Consulting Services Agreement**

**Amendment 1  
July, 2015**

**Overview**

The Tinklenberg Group respectfully submits the attached work plan as Amendment 1 to its Consulting Services Agreement with the City of Ramsey. This work plan is proposed in response to the City's continuing interest in pursuing funding for the construction of underpasses on Ramsey Boulevard and Sunfish Lake Boulevard at their intersection with the BNSF rail corridor. The heightened interest and awareness the City has created among key decision makers through its earlier efforts provides this work plan a remarkable basis for achieving the outcomes identified and advancing the improvements the City is seeking.

**Timing and Cost**

The activities identified in the attached work plan will begin immediately upon the City's adoption of this amendment and continue through the end of December, 2015. It can be amended at any time by mutual consent of the parties and terminated without cause by either party with 30 days advance notice.

The cost of the Consulting Services associated with attached work plan will be \$27,000 payable in five equal monthly installments of \$5,400 beginning immediately following the City's adoption of the amendment.

**Agreed and Approved**

-----  
Kurtis G. Ulrich  
City Administrator, City of Ramsey

-----  
Elwyn Tinklenberg  
President, The Tinklenberg Group

-----  
Date

-----  
Date

# Ramsey US Trunk Highway 10 Improvement Development Plan

July, 2015

The City of Ramsey's leadership on issues related to the safety and congestion of US TH 10 has produced both significant improvements and important opportunities in the corridor. The improvements are best exemplified in the on-going construction of the Armstrong Interchange project, but other, less visible improvements have occurred as well. These include the high degree of cooperation and collaboration that characterizes the work with the county and other cities in the corridor, the heightened awareness of corridor issues among key legislative and congressional leaders, the growing public and business community support for the City's US TH 10 efforts, and increasing interest in economic development opportunities in the City along US TH 10. All of these improvements contribute in significant ways to the momentum that has built around the City's US TH 10 initiatives and the realistic opportunities that now exist for those initiatives to succeed in attracting additional public investment in planned corridor improvements.

This proposed work plan seeks to capitalize on those improvements and opportunities by implementing a series of strategies focused on the goal of securing funding for additional construction projects in the US TH 10 corridor benefiting the City of Ramsey. These strategies will be targeted in three areas of opportunity: federal support, state legislative support, and Minnesota Department of Transportation (MnDOT) support. It is critical to engage these efforts now in order to take full advantage of the important inroads the City has through its earlier legislative initiatives, its very successful federal contacts, and the effective way in which the City has broadly communicated its US TH 10 rail crossing and safety concerns. At both the federal and state levels, long term transportation funding decisions are currently being considered and the strategies proposed in this work plan will help insure that the city continues to be in the best possible position to benefit.

## **1. Federal**

### A. Federal support strategies will include:

- Follow-up work with congressional members and staff contacted during the City's June meetings in DC

- On-going efforts to identify and secure potential federal funding sources for US TH 10 improvements
  - Track and capitalize on funding opportunities that may emerge in the process of reauthorizing federal transportation legislation
  - Schedule and organize a tour of US TH 10 improvements and opportunities for Minnesota's member of the US House Transportation and Infrastructure Committee
- B. Federal support outcomes
- Improved connections with congressional members and staff
  - Identification of optional federal funding sources
  - Transportation funding targeted local projects
- C. Federal support strategies deliverables
- Monthly written progress/activity report to City Council
  - Site visit and meeting with US Representative

## 2. State legislative

- A. State legislative support strategies will include:
- Scheduling and organizing tours of Ramsey US TH 10 needs and projects with members of the legislative bonding/capital investment committees
  - Developing and implementing targeted contact plans for key legislative leaders
  - Developing and nurturing positive and on-going media contacts regarding US TH 10 needs and issues
  - Supporting continued development and growth of business community awareness of and engagement in US TH 10 issues and projects
  - Organizing and facilitating a US TH 10 summit meeting of interested communities along the entire corridor to increase visibility and awareness of corridor needs/issues and to support broader, coordinated efforts to fund necessary improvements
  - Developing and organizing essential groundwork for US TH 10 funding proposals to be introduced during the 2016 session of the state legislature
- B. State legislative support outcomes
- Improved connections with critical state legislators
  - Improved connections with other corridor communities
  - Increased public awareness vis increased media placements
  - Increased participation of local business community in US TH 10 advocacy
  - Funding consideration by legislature in 2016
- C. State legislative support deliverables
- Monthly written progress/activity report to City Council
  - Inclusion of Ramsey on State Bonding tour

- Draft 2016 legislation to provide funding
- US TH 10 “summit” meeting of corridor communities

### **3. MnDOT**

#### **A. MnDOT support strategies will include:**

- Support and monitor development of funding categories appropriate to issues on US TH 10
- Continue to identify and capitalize on opportunities to keep the MnDOT Commissioner and key MnDOT staff informed about and supportive of improvement needs in the US TH 10 corridor
- Work with the Metro Division of MnDOT to advance the schedule of identified improvements on US TH 10
- Continue to develop and maintain awareness and support by the Governor and key staff in the Governor’s office regarding US TH 10 issues and opportunities
- Utilize the US TH 10 summit meeting referenced above to engage broader support within MnDOT for corridor improvements

#### **B. MnDOT support outcomes**

- Improved connections with MnDOT via the Commissioner’s office and District offices
- Improved awareness and identification of corridor improvements on MnDOT’s scheduled plans

#### **C. MnDOT support deliverables**

- Monthly written progress/activity report to City Council
- US TH 10 projects included on MnDOT’s construction schedule

Activities implementing these strategies are proposed to begin immediately upon approval by the City Council and will continue through the end of December, 2015

**Meeting Date:** 07/13/2021

**Submitted For:** Grant Riemer, Engineering/Public Works

**By:** Grant Riemer, Engineering/Public Works

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### Information

**Title:**

Request Council Approval to Solicit Bids for Salt Shed and Quotes for Additional Equipment for the New Public Works Facility

**Purpose/Background:**

**Purpose:**

The purpose of this case is to seek council authorization to solicit bids for a new salt storage building, and quotes for a fork lift and floor sweeper for the new PW facility.

**Background:**

Included in the original design proposal was a line item to relocate the existing salt shed to the new site. Once design of the facility started, it appeared that the budget would not allow, so the relocation was put on hold. Because of the favorable bidding climate and relatively minor corrections needed during construction, the contingency balance on the new PW Facility as of today is \$1.2 million.

Andrew-Cooper the lead architect on our project, met on site with a representative from Calhoun Buildings to inspect our current salt shed to see if it could be disassembled and moved to the new site. The *Cover All* structure brand, which is our current salt building, went out of business due to under-engineered structural failures within their buildings. Part of their ensuing settlement was reinforcement performed by a third party, of their existing structures, including the Ramsey structure. That was only reinforcement and it rendered the existing structure(s) only serviceable in-place. Moving or resale required a wholly separate re-engineering of the structure. During the inspection of our existing structure with a local building representative (who at the time of the reinforcements worked for the company that performed the corrections), they observed the enhanced supports on the lower chord of the roof truss, as well as larger bracing between the trusses that made this building viable in place, but not relocatable.

**Notification:**

N/A

**Time Frame/Observations/Alternatives:**

20 minutes

The estimated cost of a new structure is five to six-hundred thousand dollars, including design, site work and foundation. Oretel Architects would do the design work and their design services proposal is attached to the case. The salt shed would be purchased through *Sourcewell*, which is a cooperative purchasing organization, similar to the Minnesota State Cooperative Purchase Venture. The City of Ramsey is currently members of both organizations.

Greater efficiency in operations would be achieved by having the salt shed near the loading equipment and trucks. Noticeable travel time would be saved at the beginning of a plowing operation moving trucks and equipment if a salt shed is provided at the new PW site. If the salt shed is not relocated, travel time would be increased when the on-call person is called in to salt intersections at night, by themselves, as they would have to move both the truck and the loader to the site. Another possibility to consider is if this property were to sell in the future, the removal and construction schedule for the salt shed would have to be done in phases. The old shed could not be removed until the new shed was built and the material was transported to the new site. The current salt shed would be re-purposed

to cover other bulk materials used by PW, such as black dirt, mulch and ag lime, until such time that the land was sold for development.

The other two pieces of equipment we are seeking to get proposals on are a used propane powered fork lift and a new sweeper/floor scrubber. The PW facility was designed with ample mezzanine storage, but we currently do not have a forklift in equipment inventory. The second piece of equipment needed is a combination sweeper/scrubber. We can use our large street sweepers to do the bulk of the sweeping in the warm storage areas, but we need a more compact unit to clean under the mezzanines and in the work shops. This unit could also be used in the parking ramp for spot clean ups by the building maintenance staff. The sweeper/scrubber would also be purchased through *Sourcewell* or the Minnesota CPV. The used fork lift can be purchased through quotes from local dealers, which Ramsey has two. Cost for the sweeper/scrubber is estimated at \$52,000-\$58,000, while the used forklift is estimated at \$14,000-\$18,000.

**Funding Source:**

PW Facility 9438-6520 Project #20-07

**Recommendation:**

Staff recommendation is to accept the attached Oertel Architects design services proposal and solicit bids through Sourcewell for a new salt building approximately 80'x100' in size to be located on the east side of the new Public Works Facility.

Staff also recommends the soliciting quotes for a sweeper/scrubber for the New PW Facility through Sourcewell or The Minnesota CPV. All purchases would be brought back to the council for final approval to purchase.

**Outcome/Action:**

Motion to council to direct staff to accept the attached Oertel Architects design services proposal, and to solicit bids for a salt shed, and quotes for a sweeper/scrubber and used fork lift for the New PW Facility, that will be brought back to the council for final purchase approval..

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**Attachments**

Oertel Design Fee Proposal

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**Form Review**

<b>Inbox</b>	<b>Reviewed By</b>	<b>Date</b>
Diana Lund	Diana Lund	07/07/2021 08:34 AM
Kurt Ulrich	Kurt Ulrich	07/07/2021 12:08 PM
Form Started By: Grant Riemer		Started On: 07/01/2021 07:42 AM
Final Approval Date: 07/07/2021		



1795 St. Clair Avenue  
St. Paul, MN 55105  
(651) 696-5186  
[www.oertelarchitects.com](http://www.oertelarchitects.com)

Date: June 22, 2021

To: Grant Reimer – City of Ramsey Public Works Superintendent

From: Andrew Cooper, Principal

RE: Additional Design Services Proposal – Ramsey Public Works Salt and Sand Building

---

We have established our scope of work and associated fee based on the following design phases required for the design and construction of the salt sand building on the new public works facility site.

- Architectural Design: Site Plan, Overall building dimensioning, placement and design of any specific features.
- Civil Site Design: Site Removals, Grading and erosion control, Landscape adjustments and associated details.
- Structural Design: Footings and Foundations only. Salt Building superstructure is delegated design by provider.
- Electrical Design: Power and lighting plans.

### **Salt Building Design and Construction**

Oertel Architects based our scope of work on the following general assumptions:

- The new salt building will be approximately 80' x 100' or as physical constraints allow for ultimate size, based on provided designs by permissible manufacturers of the super structure.
- The new salt building will be a fabric covered, galvanized steel super structure, placed on appropriate structural support. The profile of this building will be similar to the existing salt building, in a gable style shape. The structural design of the super structure and fabric covering is delegated design to the building provider.
- New material containment walls will be placed within the overall footprint of the new building. These walls are either precast L or T shaped walls or site-cast concrete walls.
- The floor of the new salt building will be paved asphalt
- Electrical provided at this location will be utilized for miscellaneous power connections and appropriate lighting for operational uses.
- The procurement method for the salt building super structure will be via Sourcewell, with delegated design to the selected manufacturer.
- Oertel Architects will handle additional coordination meetings and construction observation.
- The City of Ramsey will provide special inspections for all footings/foundations and erection of the super structure.



1795 St. Clair Avenue  
St. Paul, MN 55105  
(651) 696-5186  
www.oertelarchitects.com

## FEE

### Architectural:

Senior Architect III	(40) @ \$135	\$5,400
Design Architect I	(40) @ \$100	<u>\$4,000</u>
<i>Subtotal:</i>		<u>\$9,400</u>

### Engineering:

Civil		\$2,820
Structural		\$5,400
Electrical		<u>\$1,600</u>
<i>Subtotal:</i>		<u>\$10,620</u>

**TOTAL:** **\$19,420**

\*Any/all modifications to the contract will be billed per the above rates

## EXPENSES

In addition, please provide a total of **\$250** for reimbursable expenses (mileage, printing, etc.) Reimbursables will be billed based on use, and actual cost for materials as needed and current acceptable rates for postage, mileage, etc.

If you have any questions regarding this fee, need more detail, or require more information, please do not hesitate to contact me for any additional needs.

## TERMS AND CONDITIONS

We are proposing the above fee and services, as additional services to the base contract between Oertel Architects and the City of Ramsey. Terms and Conditions are per that contract document.

Thank you.

Andrew Cooper, AIA, Principal  
**Oertel Architects, Ltd.**



1795 St. Clair Avenue  
St. Paul, MN 55105  
(651) 696-5186  
[www.oertelarchitects.com](http://www.oertelarchitects.com)

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Signature

Name Printed

---

Title

Date

---

Signature

Name Printed

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Title

Date

Meeting Date: 07/13/2021

By: Brian McCann, Community  
Development

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### Information

#### Title

Adopt Resolution #21-191 Authorizing Code Enforcement Action Plan Regarding Right Of Way Encroachment at 14781 Potassium St NW; Case of Deborah and Guy Peterson

#### Purpose/Background:

City Staff is requesting direction from the City Council for a code enforcement case at 14781 Potassium St NW. In December 2020, Staff received a complaint of a fence without a permit. Upon investigation, it was determined that the fence expanded beyond the property lines and is placed in the right-of-way. It was requested by Staff that the fence would be removed when the weather improved, and a site plan was reviewed in February 2021 with the proposed location within the property boundaries. At this time, the fence remains outside the property lines, and the Property Owners prefer to keep the fence where it currently stands.

#### Notification:

Notification is not required at this time.

#### Observations/Alternatives:

##### Summary

On December 11, 2020, City Staff received a complaint of a six (6) foot tall wood privacy fence being constructed without a zoning permit. City Staff investigated and discovered a fence was under construction. Staff spoke on the phone with the Property Owner and relayed that a fence permit was required. A few days later, the Property Owner applied for a zoning permit online. Upon review of their application, the proposed location of the fence was in the right-of-way, and would need to be pulled back an additional seven (7) feet to remain out of the road right-of-way - which the Property Owner agreed would be done once the weather improved in the spring. The submitted site plan also needed dimensions for the fence, and was ultimately sent back to the applicant for additional corrections.

Since the weather has improved, an updated site plan and corrections to the fence have not been provided. City Staff has proceeded with the Code Enforcement process including four (4) notices of violation since December 14, 2020 through June 23, 2021, which has included two (2) zoning citations for a total of \$325 in fees. On June 25, 2021, City Staff spoke with the Property Owner about what needs to be done for resolution. The Property Owners would prefer to keep the fence in its current placement and are seeking alternatives, and have mentioned seeking legal counsel if necessary.

City Staff have concerns about the current placement of the fence and are requesting approval of a code enforcement action plan to remove the fence from the Subject Property. The City is clear that fences must be entirely on the Property Owner's property, and when in the right-of-way, impacts vision clearance on roadways, as well as plowing and snow removal/storage during the winter. Staff gets numerous inquiries monthly about putting fencing in the right-of-way, and Staff always reiterates the need for fencing to be 100% on the property owner's property. In fairness to other residents, Staff is recommending that this fence is moved from the right-of-way. Since it is in the right-of-way, Staff potentially could remove it immediately because it is a hazard. However, Staff is recommending an additional two (2) weeks consistent with the abatement section of code before removing it. When removed from the right-of-way, Staff will return the fencing panels back to the owner, which is not the typical process, however given the cost of fencing at this time, Staff finds it an appropriate compromise to leave it on the site by the home.

**Alternatives**

Alternative 1: Approve Resolution #21-191 Authorizing Code Enforcement Action Plan as proposed. Staff recommends this alternative.

Alternative 2: Amend Resolution #21-191 and allow the Property Owners additional time to place the fence in the appropriate location. Staff could be supportive of this alternative based on discussion.

Alternative 3: Discuss the possibility of a Right-of-Way Agreement - similar to an Easement Encroachment Agreement to allow the fence to remain where it currently stands. Staff does not support this alternative.

Alternative 4: Something else.

**Funding Source:**

This is currently being handled as part of Staff's regular duties.

**Recommendation:**

Staff recommends removal of the fence from the right-of-way. Staff has given the property owner seven months to remove the fence from the right-of-way, and worked with the property owner during the time of permit. In fairness to other property owners who frequently request fences in the right-of-way (City property), Staff is requesting that the Council give the Applicant two weeks to move the fence from the right-of-way, or the City will remove it on their behalf. This is consistent with the City Code and abatement section which provides 14 day notice for abatement.

**Action:**

Motion to adopt Resolution #21-191 Authorizing Code Enforcement Action Plan Regarding Right of Way Encroachment at 14781 Potassium St NW

**Attachments**

Site Location Map

First Notice of Violation

Additional First Notice of Violation

Second Notice of Violation

Third Notice of Violation

Fence Location

Resolution #21-191

**Form Review**

**Inbox**

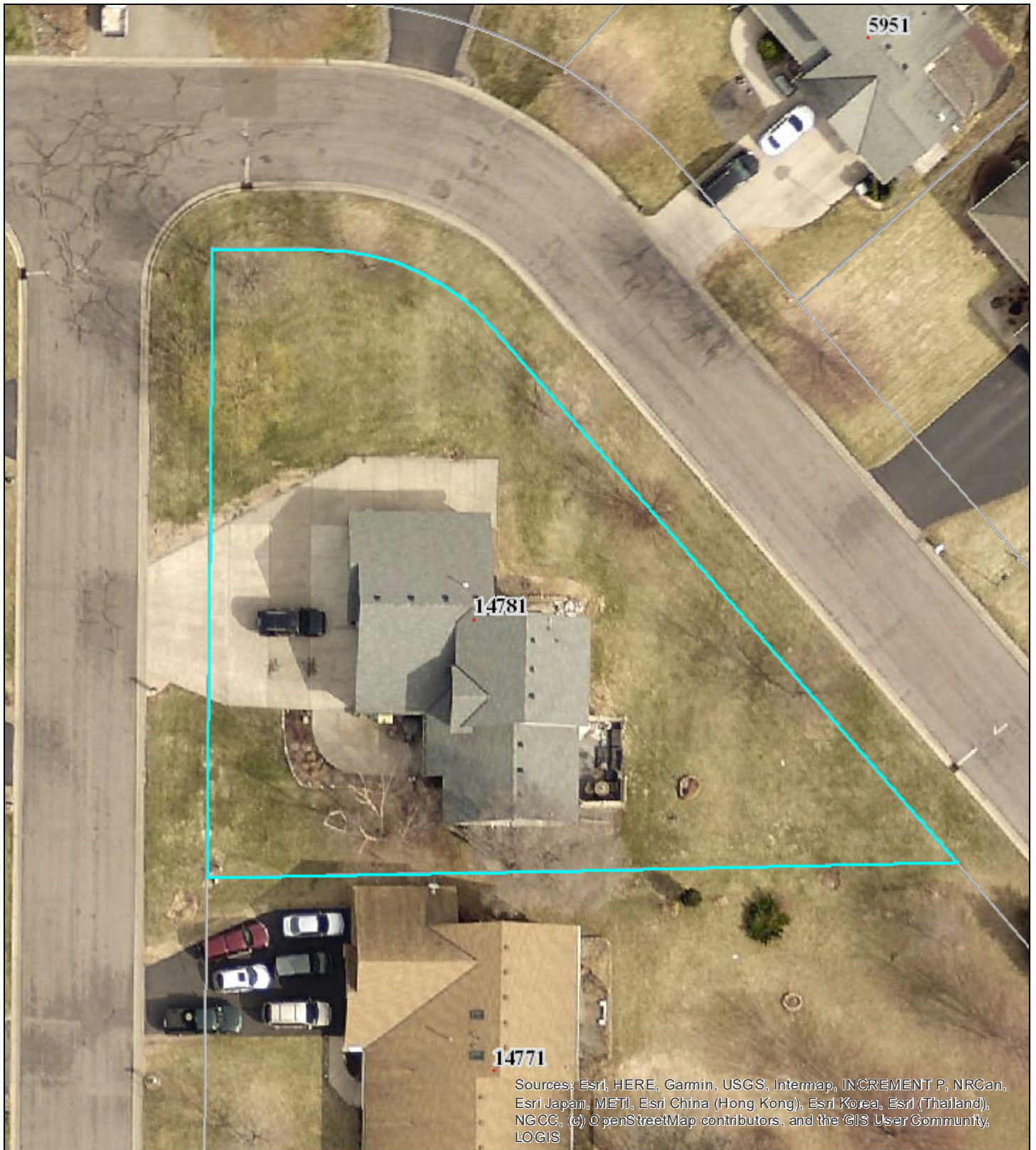
Brian McCann (Originator)  
Grant Riemer  
Mark Riverblood  
Kurt Ulrich  
Form Started By: Brian McCann  
Final Approval Date: 07/07/2021

**Reviewed By**

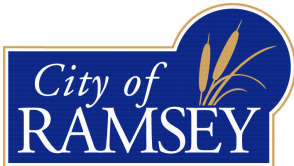
Brian McCann  
Grant Riemer  
Mark Riverblood  
Kurt Ulrich

**Date**

06/29/2021 03:37 PM  
07/07/2021 07:42 AM  
07/07/2021 08:25 AM  
07/07/2021 11:32 AM  
Started On: 06/28/2021 09:37 AM



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



### Site Location Map

14781 Potassium St NW

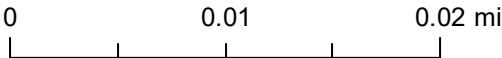
26-32-25-12-0021

#### Legend

-  Site
-  Parcels

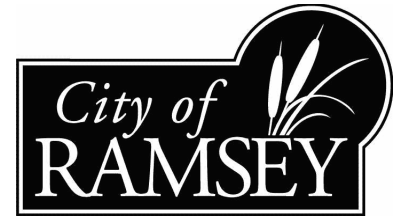


6/28/2021, 3:53:23 PM



STATE OF MINNESOTA  
COUNTY OF ANOKA

CITY OF RAMSEY  
*Code Enforcement Unit*



December 14<sup>th</sup>, 2020

Deborah Petersen  
Or Current Owner  
14781 Potassium St NW  
Ramsey, MN 53033

**-FIRST NOTICE OF VIOLATION -**

RE: Violation on Anoka County PID # 26-32-25-12-0021 (14781 Potassium St NW)

Dear Property Owner:

The City of Ramsey has adopted ordinances that are designed to keep the community safe, healthy and attractive. City Staff recently received a complaint of the above premises in regards to the following violations of the Ramsey City Code as listed below:

- City Code Section 117-189 states that a permit is required for the following:
  - C. The construction of a dam, fence, or on-site septic system. A farm fence, as defined in [section] 117-1, would require a zoning permit but is not considered a structure when administering this subdivision.
- Chapter 30-3. Property conditions constituting a public nuisance.
  - (6) The storage or accumulation of waste, refuse, or garbage that is not contained in a closed container designed or reasonably adapted for such purpose, except for 30 days preceding pick-up by a hauler. This includes any accumulation of appliances, plumbing fixtures, furniture, equipment, remnants of wood (decayed or weathered) unused construction materials, stockpiles of rocks or dirt, or any items that could not be put to use in the manner that they are intended.

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

- City Code Section 117-189:
  - Schedule an inspection of the fence with City Staff; **and**
  - Apply for a permit for the fence.
- Chapter 30-3:
  - Properly store or remove all public nuisance items such as construction materials.

Please contact me at (763) 576-4314 to answer any questions you may have. City Staff would like to inspect the fence as soon as possible.

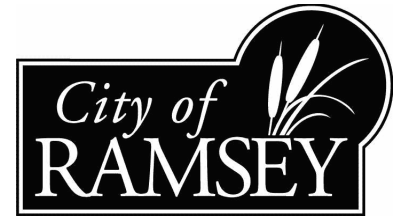
Sincerely,

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

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

STATE OF MINNESOTA  
COUNTY OF ANOKA

CITY OF RAMSEY  
*Code Enforcement Unit*



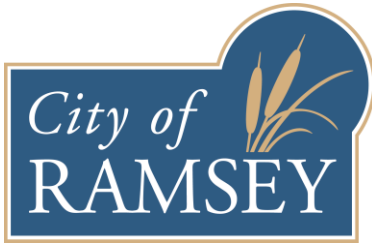
**PLEASE CONTACT THE PLANNING DEPARTMENT BEFORE FILING AN APPEAL**

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

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

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

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



7550 Sunwood Drive NW • Ramsey, MN 55303

City Hall: 763.427.1410 • Fax: 763.427.5543

[www.cityoframsey.com](http://www.cityoframsey.com)

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May 28, 2021

Deborah Petersen  
Or Current Owner  
14781 Potassium Street NW  
Ramsey, MN 55303

Dear Property Owner:

It has come to our attention that you are in violation of zoning codes. The City of Ramsey has adopted ordinances that are designed to keep the community safe, healthy and attractive. City Staff followed up on a previous violation that had not been addressed at the above premise. An inspection revealed the following violations of the Ramsey City Code as listed below:

- Chapter 117-111. – R-1 Residential District
  - (9) Accessory uses as permitted by section 117-349.
  - Setback requirements from property line
- Chapter 117-349. – Accessory Uses and Buildings.
  - (d) Accessory buildings.
    - (2) Permits. A permit is required prior to constructing or moving any fence on to a property.
    - Fences require a zoning permit.

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

- Chapter 117-349. – Accessory Uses and Buildings.
  - Apply for a zoning permit with a site plan and details; **Or**
  - Remove the fencing.

Please contact me at (763) 433-9840 to schedule a follow up inspection after the violations are corrected (to ensure you are not assessed any charges), or to answer any questions you may have.

Sincerely,

Bria Raines, Zoning Code Enforcement Officer  
(763) 433-9840 | [braines@cityoframsey.com](mailto:braines@cityoframsey.com)  
Community Development Department

**PLEASE CONTACT THE PLANNING DIVISION BEFORE FILING AN APPEAL**

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

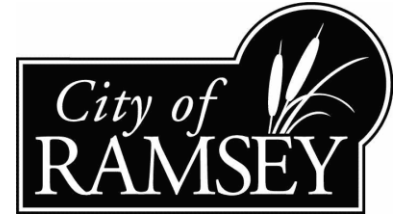
Jeff Katers, Chief of Police  
Ramsey Police Department  
7550 Sunwood Drive NW  
Ramsey, MN 55303

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

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

STATE OF MINNESOTA  
COUNTY OF ANOKA

CITY OF RAMSEY  
Code Enforcement Unit



June 10, 2021

Deborah Peterson  
Or Current Owner  
14781 Potassium Street NW  
Ramsey, MN 55303

**-SECOND NOTICE OF VIOLATION -**

RE: Violations on Anoka County PID # 26-32-25-12-0021 (14781 Potassium Street NW)

Dear Property Owner:

Two prior letters were sent on May 11, 2021 and May 28, 2021 requesting the Property Owner to complete their application for a fencing permit; submitted December 28, 2020 but never completed. As the permit was never issued or approved, the fence is not in compliance; a code violation for work without a permit.

- City Code Section 117-349. – Accessory Uses and Buildings.
  - Accessory buildings
    - A zoning permit is required for fences under 7 feet with a detailed site plan.

**An administrative citation for \$75 has been included with this letter. You have 14 days from the date of this letter to address the following (or you will receive an administrative citation of \$250):**

- City Code Section 117-349. – Accessory Uses and Buildings
  - **Please complete your zoning permit with a site plan and details; Or**
  - Remove the fencing

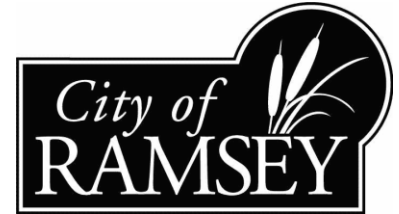
**Please contact me at (763) 433-9840 to schedule a follow up inspection** when the violations have been corrected, or to answer any questions you may have.

Sincerely,

Bria Raines, Zoning Code Enforcement Officer  
(763) 433-9840 | braines@cityoframsey.com

STATE OF MINNESOTA  
COUNTY OF ANOKA

CITY OF RAMSEY  
Code Enforcement Unit



June 24, 2021

Deborah Peterson  
Or Current Owner  
14781 Potassium Street NW  
Ramsey, MN 55303

**-THIRD NOTICE OF VIOLATION -**

RE: Violations on Anoka County PID # 26-32-25-12-0021 (14781 Potassium Street NW)

Dear Property Owner:

Two prior letters were sent on May 11, 2021, May 28, 2021, and June 10 requesting the Property Owner to complete their application for a fencing permit; submitted December 28, 2020 but never completed. As the permit was never issued or approved, the fence is not in compliance; a code violation for work without a permit.

- City Code Section 117-349. – Accessory Uses and Buildings.
  - Accessory buildings
    - A zoning permit is required for fences under 7 feet with a detailed site plan.

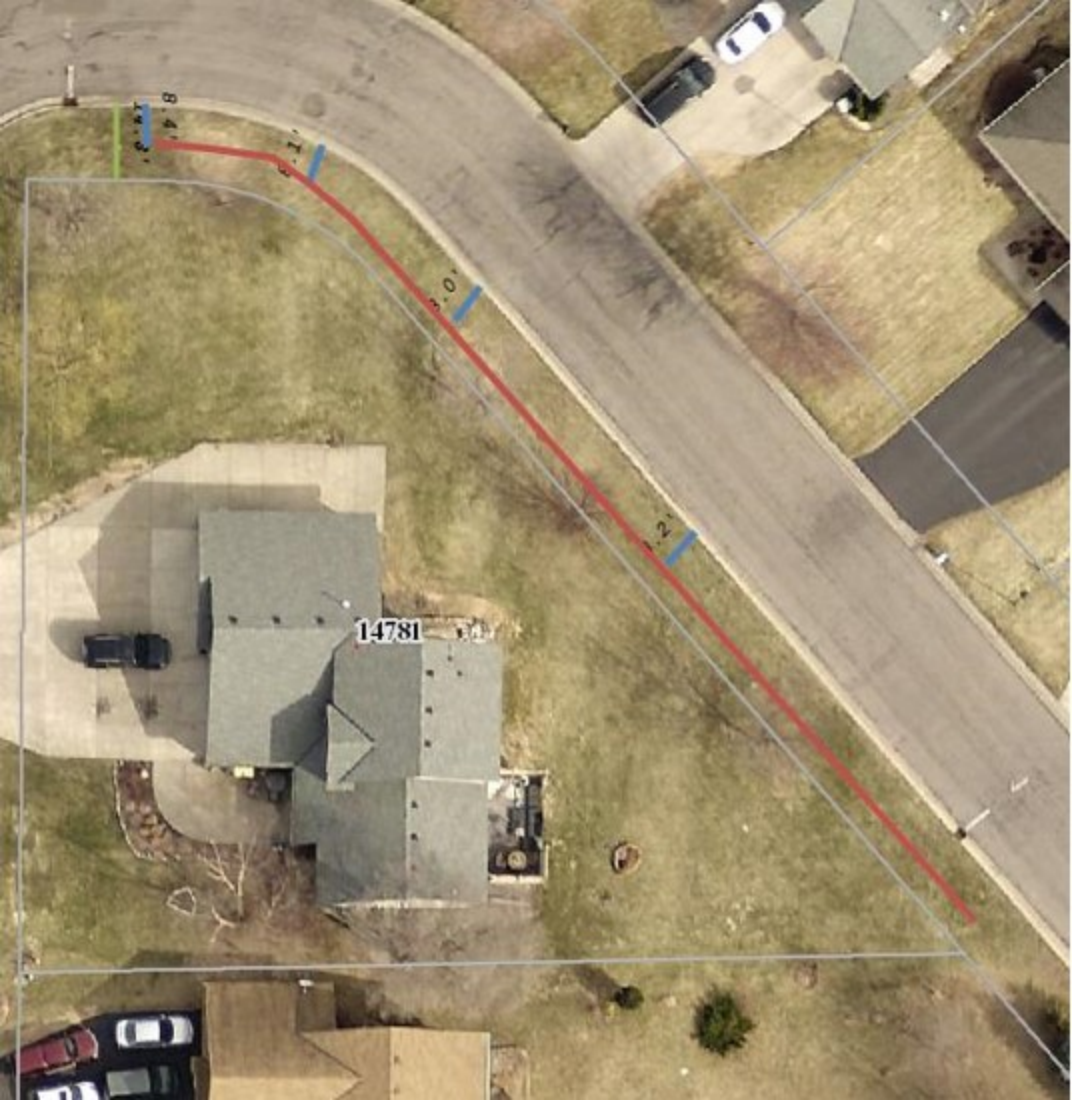
**An administrative citation for \$250 has been included with this letter. You have 14 days from the date of this letter to address the following (or you the case will be brought to City Council for removal authorization):**

- City Code Section 117-349. – Accessory Uses and Buildings
  - **Please complete your zoning permit with a site plan and details of what materials were used for the fence; Or**
  - Remove the fencing

**Please contact me at (763) 433-9840 for assistance with completing the permit application, or to answer any questions you may have.**

Sincerely,

Bria Raines, Zoning Code Enforcement Officer  
(763) 433-9840 | braines@cityoframsey.com



8.4'

1.4' x 2.2'

1.1'

2.0'

2.2'

14781

Councilmember \_\_\_\_\_ introduced the following resolution and moved for its adoption:

**RESOLUTION #21-191**

**A RESOLUTION APPROVING CODE ENFORCEMENT PROCESS AND HIRING OF  
A CONTRACTOR AT 14781 POTASSIUM ST NW**

**WHEREAS**, the property owners Guy and Deborah Peterson (the “Property Owners”) have an open code enforcement case on the property generally known as 14781 Potassium Street NW and legally described as follows:

Lot 1 Block 2 Chestnut Ridge 3<sup>rd</sup> Add, Anoka County, Minnesota

(the “Subject Property”); and

**WHEREAS**, the Subject Property is zoned R-1 Residential (MUSA); and

**WHEREAS**, the Subject Property is approximately 0.40 acres in size; and

**WHEREAS**, the City has most recently opened a case on the Subject Property for violations related to fence requirements; and

**WHEREAS**, the City has a previous code enforcement case on the Subject Property from 2018 for public nuisance items; and

**WHEREAS**, the Property Owners have applied for a fence permit with a different proposed location than where it is currently placed; and

**WHEREAS**, Staff estimates the fence is approximately eight (8) feet from the curb of the road, and is required to be at least fifteen (15) feet from the curb to remain out of the right-of-way; and

**WHEREAS**, the City sent a formal first notice of violation on December 14, 2020 for fence and public nuisance violations; and

**WHEREAS**, the Property Owners stated they would move the fence to the appropriate location when the weather improved; and

**WHEREAS**, additional notices of violation and zoning citations were sent for the fence not being moved to the appropriate location; and

**WHEREAS**, City Staff discussed the violation case with the Property Owners on June 25, 2021; and

**WHEREAS**, City Staff is seeking guidance for next steps at the City Council’s regular meeting on July 13, 2021.

## **FINDINGS OF FACT**

1. The City inspected the property from the road on:
  - a. December 11, 2020; and
  - b. May 28, 2021; and
  - c. June 10, 2021.
  
2. The City sent formal notices via US Mail on:
  - a. December 14, 2020 for a first notice of violation requesting a zoning permit for the construction of the fence, and the storage of construction materials. The notice cited City Code requesting public nuisance items to be removed or properly stored and requirements for construction of a fence.
  - b. May 28, 2021 for an additional first notice of violation for an incomplete fence permit application, and construction of the fence without a permit.
  - c. June 10, 2021 for a second notice of violation requesting an updated site plan for the fence permit application with the intention of continuing discussion regarding placement of the fence. A first citation of \$75.00 was included.
  - d. June 23, 2021 for a third notice of violation for continued violations. A second citation of \$250.00 was sent.
  
3. The City has not received payment for the zoning citations.
  
4. The City has spoken with the property owner over the telephone on:
  - a. December 11, 2021 to speak about fence permit requirements, and to let the Property Owners know that the City would be following through with the code enforcement process. The Property Owners stated they would remediate the fence distance in the spring.
  - b. June 25, 2021 regarding current status of the violation and required corrective actions. The Property Owners stated they would seek legal counsel if necessary.

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

That the Ramsey City Council hereby grants approval of the proposed code enforcement action plan on the Subject Property as outlined below, contingent upon verification of any violation(s) of City Code:

1. The City of Ramsey Staff shall hire and utilize contractor to uninstall the unpermitted fence (“garage”). The materials will be left for the Property Owners to rebuild the fence in the appropriate location.
  
2. The City of Ramsey Staff will schedule contractor for abatement of the fence for the week of August 2, 2021.

3. The City of Ramsey Staff shall utilize Reshetar Systems Inc. for abatement services per City policy.
4. The City of Ramsey Staff shall send abatement notice to the property on the week of July 19, 2021.
5. The Property Owners must receive an approved zoning permit from the City of Ramsey prior to reinstallation of the fence.
6. That future violations within twelve (12) months of the same type will result in financial penalties and quicker escalation of violation notices.
7. That the City Council reserves the right to escalate future violations directly to District Court for Temporary Restraining Order.
8. That if the Property Owner misses one of the aforementioned deadlines, Staff has the approval to:
  - a. Reinspect the Subject Property and document all items out of compliance.
  - b. Issue an abatement notice for specific items outlined in step (a).
  - c. Abate the Subject Property of items and charge abatement back to Property Owner.

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

and the following voted against the same:

and the following abstained:

and the following were absent:

whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 13<sup>th</sup> day of July, 2021.



Meeting Date: 07/13/2021

By: Colleen Lasher, Administrative  
Services

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### Information

**Title:**

Introduce Ordinance #21-16 Repealing Ordinances 20-11, 20-12, and 20-13 in regard to Franchise Fees

**Purpose/Background:**

At the June 22, 2021 City Council meeting, the council adopted a 2021-22 Strategic Plan that included an action item to bring forward Council action to repeal the franchise fee ordinances by year-end 2021. Subsequently, two Council members requested that this item come before the Council for consideration at the July 13, 2021 Council meeting.

**Background:**

In 2014, the Ramsey City Council adopted a Pavement Management Program that relied on special assessments and an annual property tax levy to support the effort. It was concluded that this method was the best approach at the time and that the funding would be re-evaluated after five-years. To continue the current pavement management program, the city will need to consider ways to supplement the program via annual budget discussions.

Since October of 2020, the City has been using a franchise fee dedicated as a long-term reliable funding source for street repair and maintenance. The program is known as the Pavement Management Program and support ten years of planned city street repair over ten years. The city anticipated revenue of approximately \$2 million per year of Franchise Fee revenue to cover road reconstruction and maintenance. Projects were constructed based upon annual revenue and there is no dependence on future franchise fee revenue for debt service.

Cities are authorized by state statute to impose franchise fees upon utilities operating within the public right-of-ways. The City currently has franchise ordinances with Connexus Energy, City of Anoka (Anoka Electric) and Centerpoint Energy. Within each of these ordinances is a fee provision in consideration of the rights granted to the electric and gas distributors. These fees are typically passed along to the consumer in the utility company's monthly billings with a separate line item noting that the fee is being imposed by the city.

The City currently has a franchise fee of \$7.00 per utility, or \$14.00 per month on residential users that have both electric and gas utilities. This equates to \$168.00 per year for residents connected to both gas and electric utilities. Commercial/Industrial users are charged a per meter fee based on meter size. Most churches (small/mall type are charged \$20 per month \$10 per utility), which is the same as a small commercial fee. See attached franchise fee revenue generated sheet for more detail on commercial rates. No more than one gas and one electric franchise fee is charged per address. If a property was to contain more than one meter, the franchise fee is calculated based off of the largest meter only. An estimate of the total revenues

projected in 2021 are attached.

A rebate program is currently in-place that rebates the annual franchise fee to those that have been assessed since 2015. The rebate program applies to those currently paying an assessment on a street reconstruction or overlay project that was levied, starting in 2015 (first year of city's Pavement Management Program), or who paid their assessment upfront (prepaid) and would otherwise still be paying an assessment. The rebate is capped at the lesser of the annual assessment amount or annual franchise fees paid. Homeowners need to apply for the rebate annually, and they will be eligible for a full rebate of the franchise fee in 2021 if the ordinance remains in place until year-end.

**Notification:**

This item is presented as an ordinance at the July 13, 2021 council meeting, and per City code, requires a second reading and adoption at a future council meeting.

**Time Frame/Observations/Alternatives:**

**Alternatives:**

Alternative #1: Motion to Adopt Ordinances #21-16 Repealing Ordinance #20-11 implementing a gas franchise fee on Centerpoint Energy for providing gas service within the City of Ramsey, #20-12 implementing an electric franchise fee on Connexus Energy for providing electric service within the City, and #20-13 implementing an electric franchise fee on the City of Anoka Electric for providing electric service within the City of Ramsey, with an effective date of December 31, 2021.

Alternative #2: Motion of other.

**Funding Source:**

Funding for future Pavement Management Projects is to be discussed and identified by the Council during the annual budget process.

**Recommendation:**

The ordinance is presented for introduction.

**Outcome/Action:**

Motion to Adopt Ordinances #21-16 Repealing Ordinance #20-11 implementing a gas franchise fee on Centerpoint Energy for providing gas service within the City of Ramsey, #20-12 implementing an electric franchise fee on Connexus Energy for providing electric service within the City, and #20-13 implementing an electric franchise fee on the City of Anoka Electric for providing electric service within the City of Ramsey.

---

**Attachments**

Ord 21-16

FF RevenueGenerated

FF Revenue Needed

ParcelByValue

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**Form Review**

**Inbox**

Diana Lund

**Reviewed By**

Diana Lund

**Date**

07/07/2021 11:06 AM

Kurt Ulrich  
Kurt Ulrich  
Colleen Lasher (Originator)  
Diana Lund  
Kurt Ulrich  
Form Started By: Colleen Lasher  
Final Approval Date: 07/08/2021

Kurt Ulrich  
Katie Schmidt  
Katie Schmidt  
Katie Schmidt  
Katie Schmidt

07/07/2021 04:07 PM  
07/08/2021 11:03 AM  
07/08/2021 11:03 AM  
07/08/2021 11:03 AM  
07/08/2021 11:04 AM  
Started On: 07/07/2021 09:24 AM

**ORDINANCE #21-16**

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

**AN ORDINANCE REPEALING GAS AND ELECTRIC FRANCHISE FEES  
IMPLEMENTED UNDER ORDINANCE Nos. 20-11, 20-12 AND 20-13.**

**THE CITY OF RAMSEY ORDAINS:**

**SECTION 1: PURPOSE**

The purpose of this Ordinance is to repeal the gas and electric franchise fees imposed upon Centerpoint Energy Minnesota, Connexus Energy and the City of Anoka Electric Utility, with said fees to cease being collected after the final franchise fee invoice billing issued by the utilities in December 2021.

**SECTION 2: REPEAL**

The following Ordinances are hereby repealed, effective December 31, 2021:

1. Ordinance #20-11, an Ordinance Implementing a Gas Franchise Fee on Centerpoint Energy Minnesota, its Successors and Assigns, for Providing Gas Service within the City of Ramsey, Anoka County, Minnesota.
2. Ordinance #20-12, an Ordinance Implementing an Electric Franchise Fee on Connexus Energy, a Minnesota Cooperative, its Successors and Assigns, for Providing Electric Service within the City of Ramsey, Anoka County, Minnesota.
3. Ordinance #20-13, an Ordinance Implementing an Electric Franchise Fee on City of Anoka, a Minnesota Municipal Corporation, its Successors and Assigns, for Providing Electric Service within the City of Ramsey, Anoka County, Minnesota.

The franchise fees shall cease to be billed as provided in the three franchise fee ordinances after the final franchise fee invoice billing issued by the utilities in December 2021.

**SECTION 3: EFFECTIVE DATE**

This Ordinance becomes effective 30 days after its passage and publication, subject to City Charter Section 5.04.

**PASSED** by the Ramsey City Council this the \_\_\_\_\_ day of \_\_\_\_\_, 2021.

\_\_\_\_\_  
Mayor

**ATTEST:**

\_\_\_\_\_  
City Clerk

Introduction Date:

Posting Dates:

Adoption Date:

Publication Date:

Effective Date:

**USING \$7 Residential**

<b>Centerpoint</b> Counts are based on March 2021 data				<b>Connexus Energy</b> Counts are based on May 2021 data				<b>Anoka Municipal</b> Counts are based on May 2021 collections				<b>TOTALS</b>			
Rate Class	# of Accounts	Flat Rate Fee per Month	# months	Franchise Fee Revenue (Yearly)	Rate Class	# of Accounts	Flat Rate Fee per Month	# months	Franchise Fee Revenue (Yearly)	Rate Class	# of Accounts		Flat Rate Fee per Month	# months	Franchise Fee Revenue (Yearly)
Residential	9,308	7.00	12	\$781,872	Residential	9,905	7.00	12	\$832,020	Residential	229	7.00	12	\$19,236	\$1,613,892
Lower res because single gas meter in apt's															
Based on Monthly Therm Usage															
Com - A (Up to 1500 Therms) Ex: Small Churches	259	10.00	12	\$31,080	Small Commercial/Industrial-Demand Ex: Lord of Life Church	257	45.00	12	\$138,780	Small Commercial/Industrial-Demand	12	45.00	12	\$6,480	\$138,780
Com/Ind-B (1,500-1-4,999 therms)	153	20.00	12	\$36,720	Small Commercial/Industrial-Non-Demand Ex: Small Churches	314	10.00	12	\$37,680	Small Commercial/Industrial-Non-Demand	63	10.00	12	\$7,560	\$76,320
Com/Ind-C (5,000 plus therms)	119	70.00	12	\$99,960	Institutional (Schools)	2	210.00	12	\$5,040	Large Commercial/Industrial	0	210.00	12	\$0	\$41,760
SVDF - A (Up to 120,000 therms)		148.00	12	\$0	Large Commercial Industrial	5	210.00	12	\$12,600					\$112,560	
Institutional	3	148.00	12	\$5,328										\$0	
SVDF - B (greater than 120,000 therms)	0	148.00	12	\$0										\$5,328	
LVDF	3	800.00	12	\$28,800										\$28,800	
<b>TOTAL</b>	<b>9,845</b>			<b>\$983,760</b>	<b>TOTAL</b>	<b>10,483</b>			<b>\$1,026,120</b>	<b>TOTAL</b>	<b>304</b>			<b>\$33,276</b>	<b>\$2,017,440</b>

\* Rate Class Key:  
 SVDF = Small Volume Dual Fuel  
 LVDF = Large Volume Dual Fuel  
 Com/Ind Follows City of Rogers Rates  
 Com=Commercial  
 Com/Ind = Commercial/Industrial

**USING \$5 Residential**

**Centerpoint**

Counts are based on March 2019 data

Rate Class	# of Accounts	Flat Rate Fee per Month	# months	Franchise Fee Revenue (Yearly)
Residential	8,967	5.00	12	\$538,020
Lower res because single gas meter in apt's				
Based on Monthly Therm Usage				
Com - A (Up to 1500 Therms)	268	7.00	12	\$22,512
Com/Ind-B (1,500-1-4,999 therms)	151	20.00	12	\$36,240
Com/Ind-C (5,000 plus therms)	106	70.00	12	\$89,040
SVDF - A (Up to 120,000 therms)	4	148.00	12	\$7,104
SVDF - B (greater than 120,000 therms)	0	148.00	12	\$0
LVDF	3	800.00	12	\$28,800
<b>TOTAL</b>	<b>9,499</b>			<b>\$721,716</b>

**Connexus Energy**

Counts are based on March 2019 data

Rate Class	# of Accounts	Flat Rate Fee per Month	# months	Franchise Fee Revenue (Yearly)
Residential	9,143	5.00	12	\$548,580
Small Commercial/Industrial-Demand Ex: Lord of Life Church	195	45.00	12	\$105,300
Small Commercial/Industrial-Non-Demand Ex: Small Churches	226	7.00	12	\$18,984
Institutional (Schools)	2	210.00	12	\$5,040
Large Commercial Industrial	7	210.00	12	\$17,640
<b>TOTAL</b>	<b>9,573</b>			<b>\$695,544</b>

**Anoka Municipal**

Counts are based on March 2019 data

Rate Class	# of Accounts	Flat Rate Fee per Month	# months	Franchise Fee Revenue (Yearly)	TOTALS
Residential	230	5.00	12	\$13,800	\$1,086,600
Small Commercial/Industrial-Demand	4	45.00	12	\$2,160	\$105,300
Small Commercial/Industrial-Non-Demand	50	7.00	12	\$4,200	\$45,696
Large Commercial/Industrial	20	210.00	12	\$50,400	\$91,680
					\$106,680
					\$7,104
					\$28,800
<b>TOTAL</b>	<b>304</b>			<b>\$70,560</b>	<b>\$1,471,860</b>

**\* Rate Class Key:**

SVDF = Small Volume Dual Fuel  
LVDF = Large Volume Dual Fuel

Com=Commercial  
Com/Ind = Commercial/Industrial

Com/Ind Follows City of Rogers Rates

**USING \$6 Residential**

Centerpoint					Connexus Energy					Anoka Municipal					TOTALS
Rate Class	# of Accounts	Flat Rate Fee per Month	# months	Franchise Fee Revenue (Yearly)	Rate Class	# of Accounts	Flat Rate Fee per Month	# months	Franchise Fee Revenue (Yearly)	Rate Class	# of Accounts	Flat Rate Fee per Month	# months	Franchise Fee Revenue (Yearly)	
Residential	8,967	6.00	12	\$645,624	Residential	9,143	6.00	12	\$658,296	Residential	230	6.00	12	\$16,560	\$1,303,920
Lower res because single gas meter in apt's															
Based on Monthly Therm Usage															
Com - A (Up to 1500 Therms)	268	8.00	12	\$25,728	Small Commercial/Industrial-Demand Ex: Lord of Life Church	195	45.00	12	\$105,300	Small Commercial/Industrial-Demand	4	45.00	12	\$2,160	\$105,300
Com/Ind-B (1,500-1-4,999 therms)	151	20.00	12	\$36,240	Small Commercial/Industrial-Non-Demand Ex: Small Churches	226	8.00	12	\$21,696	Small Commercial/Industrial-Non-Demand	50	8.00	12	\$4,800	\$52,224
Com/Ind-C (5,000 plus therms)	106	70.00	12	\$89,040	Institutional (Schools)	2	210.00	12	\$5,040	Large Commercial/Industrial	20	210.00	12	\$50,400	\$91,680
SVDF - A (Up to 120,000 therms)	4	148.00	12	\$7,104	Large Commercial Industrial	7	210.00	12	\$17,640					\$106,680	
SVDF - B (greater than 120,000 therms)	0	148.00	12	\$0										\$7,104	
LVDF	3	800.00	12	\$28,800										\$28,800	
<b>TOTAL</b>	<b>9,499</b>			<b>\$832,536</b>	<b>TOTAL</b>	<b>9,573</b>			<b>\$807,972</b>	<b>TOTAL</b>	<b>304</b>			<b>\$73,920</b>	<b>\$1,695,708</b>

\* Rate Class Key:  
 SVDF = Small Volume Dual Fuel  
 LVDF = Large Volume Dual Fuel  
 Com/Ind Follows City of Rogers Rates  
 Com=Commercial  
 Com/Ind = Commercial/Industrial

**USING \$7 Residential**

# of Accts Estimated-did not provide counts					Connexus Energy					Anoka Municipal					TOTALS
Rate Class	# of Accounts	Flat Rate Fee per Month	# months	Franchise Fee Revenue (Yearly)	Rate Class	# of Accounts	Flat Rate Fee per Month	# months	Franchise Fee Revenue (Yearly)	Rate Class	# of Accounts	Flat Rate Fee per Month	# months	Franchise Fee Revenue (Yearly)	
Residential	8,967	7.00	12	\$753,228	Residential	9,143	7.00	12	\$768,012	Residential	230	7.00	12	\$19,320	\$1,521,240
Lower res because single gas meter in apt's															
Based on Monthly Therm Usage															
Com - A (Up to 1500 Therms) Ex: Small Churches	268	10.00	12	\$32,160	Small Commercial/Industrial-Demand Ex: Lord of Life Church	195	45.00	12	\$105,300	Small Commercial/Industrial-Demand	4	45.00	12	\$2,160	\$105,300
Com/Ind-B (1,500-1-4,999 therms)	151	20.00	12	\$36,240	Small Commercial/Industrial-Non-Demand Ex: Small Churches	226	10.00	12	\$27,120	Small Commercial/Industrial-Non-Demand	50	10.00	12	\$6,000	\$65,280
Com/Ind-C (5,000 plus therms)	106	70.00	12	\$89,040	Institutional (Schools)	2	210.00	12	\$5,040	Large Commercial/Industrial	20	210.00	12	\$50,400	\$91,680
SVDF - A (Up to 120,000 therms)	2	148.00	12	\$3,552	Large Commercial Industrial	7	210.00	12	\$17,640						\$106,680
Institutional	2	148.00	12	\$3,552											\$3,552
SVDF - B (greater than 120,000 therms)	0	148.00	12	\$0											\$3,552
LVDF	3	800.00	12	\$28,800											\$28,800
<b>TOTAL</b>	<b>9,499</b>			<b>\$946,572</b>	<b>TOTAL</b>	<b>9,573</b>			<b>\$923,112</b>	<b>TOTAL</b>	<b>304</b>			<b>\$77,880</b>	<b>\$1,926,084</b>

\* Rate Class Key:  
 SVDF = Small Volume Dual Fuel      Com=Commercial  
 LVDF = Large Volume Dual Fuel      Com/Ind = Commercial/Industrial  
 Com/Ind Follows City of Rogers Rates

**USING \$8 Residential**

				<b>Connexus Energy</b>				<b>Anoka Municipal</b>							
<i># of Accts Estimated-did not provide counts</i>															
Rate Class	# of Accounts	Flat Rate Fee per Month	# months	Franchise Fee Revenue (Yearly)	Rate Class	# of Accounts	Flat Rate Fee per Month	# months	Franchise Fee Revenue (Yearly)	Rate Class	# of Accounts	Flat Rate Fee per Month	# months	Franchise Fee Revenue (Yearly)	TOTALS
Residential	8,967	8.00	12	\$860,832	Residential	9,143	8.00	12	\$877,728	Residential	230	8.00	12	\$22,080	\$1,738,560
Lower res because single gas meter in apt's															
Based on Monthly Therm Usage					Small Commercial/Industrial-Demand Ex: Lord of Life Church	195	45.00	12	\$105,300	Small Commercial/Industrial-Demand	4	45.00	12	\$2,160	\$105,300
Com - A (Up to 1500 Therms)	268	11.00	12	\$35,376	Small Commercial/Industrial-Non-Demand Ex: Small Churches	226	11.00	12	\$29,832	Small Commercial/Industrial-Non-Demand	50	11.00	12	\$6,600	\$71,808
Com/Ind-B (1,500-1-4,999 therms)	151	20.00	12	\$36,240	Institutional (Schools)	2	210.00	12	\$5,040	Small Commercial/Industrial	20	210.00	12	\$50,400	\$91,680
Com/Ind-C (5,000 plus therms)	106	70.00	12	\$89,040	Large Commercial Industrial	7	210.00	12	\$17,640					\$106,680	
SVDF - A (Up to 120,000 therms)	4	148.00	12	\$7,104										\$7,104	
SVDF - B (greater than 120,000 therms)	0	148.00	12	\$0											
LVDF	3	800.00	12	\$28,800										\$28,800	
<b>TOTAL</b>	<b>9,499</b>			<b>\$1,057,392</b>	<b>TOTAL</b>	<b>9,573</b>			<b>\$1,035,540</b>	<b>TOTAL</b>	<b>304</b>			<b>\$81,240</b>	<b>\$2,149,932</b>

\* **Rate Class Key:**  
 SVDF = Small Volume Dual Fuel  
 LVDF = Large Volume Dual Fuel  
 Com=Commercial  
 Com/Ind = Commercial/Industrial

Com/Ind Follows City of Rogers Rates

Counts are based on March 2019 data

**USING \$7.25 Residential**

# of Accts Estimated-did not provide counts					Connexus Energy					Anoka Municipal					TOTALS
Rate Class	# of Accounts	Flat Rate Fee per Month	# months	Franchise Fee Revenue (Yearly)	Rate Class	# of Accounts	Flat Rate Fee per Month	# months	Franchise Fee Revenue (Yearly)	Rate Class	# of Accounts	Flat Rate Fee per Month	# months	Franchise Fee Revenue (Yearly)	
Residential	8,967	7.25	12	\$780,129	Residential	9,143	7.25	12	\$795,441	Residential	230	7.25	12	\$20,010	\$1,575,570
Lower res because single gas meter in apt's															
Based on Monthly Therm Usage					Small Commercial/Industrial-Demand Ex: Lord of Life Church	195	45.00	12	\$105,300	Small Commercial/Industrial-Demand	4	45.00	12	\$2,160	\$105,300
Com - A (Up to 1500 Therms)	268	10.00	12	\$32,160	Small Commercial/Industrial-Non-Demand Ex: Small Churches	226	10.00	12	\$27,120	Small Commercial/Industrial-Non-Demand	50	10.00	12	\$6,000	\$65,280
Com/Ind-B (1,500-1-4,999 therms)	151	20.00	12	\$36,240	Institutional (Schools)	2	210.00	12	\$5,040	Large Commercial/Industrial	20	210.00	12	\$50,400	\$91,680
Com/Ind-C (5,000 plus therms)	106	70.00	12	\$89,040	Large Commercial Industrial	7	210.00	12	\$17,640					\$106,680	
SVDF - A (Up to 120,000 therms)	4	148.00	12	\$7,104										\$7,104	
SVDF - B (greater than 120,000 therms)	8,967	148.00	12	\$15,925,392											
LVDF	3	800.00	12	\$28,800										\$28,800	
<b>TOTAL</b>	<b>18,466</b>			<b>\$16,898,865</b>	<b>TOTAL</b>	<b>9,573</b>			<b>\$950,541</b>	<b>TOTAL</b>	<b>304</b>			<b>\$78,570</b>	<b>\$1,980,414</b>

\* Rate Class Key:  
 SVDF = Small Volume Dual Fuel      Com=Commercial  
 LVDF = Large Volume Dual Fuel      Com/Ind = Commercial/Industrial

### City of Ramsey Parcel Breakdown

	RESIDENTIAL	COMMERCIAL	EXEMPT	PUBLIC UTILITY	TOTAL
\$0-\$100,000	633	76	391	22	1122
\$100,000-\$150,000	255	16	32	0	303
\$150,000-\$200,000	874	20	13	0	907
\$200,000-\$300,000	5070	30	30	1	5131
\$300,000-\$400,000	2183	27	7	0	2217
\$400,000-\$500,000	462	29	7	0	498
\$500,000-\$1,000,000	182	93	25	0	300
\$1,000,000-\$5,000,000	7	100	21	1	129
\$5,000,000 +	0	13	7	0	20
<b>TOTAL</b>	<b>9666</b>	<b>404</b>	<b>533</b>	<b>24</b>	<b>10627</b>

**Please Note:**

**Residential Includes:** Townhomes, Condos, Single Family Dwellings, Duplexes, and Residential Agricultural Property

**Commercial Includes:** Commercial, Industrial, and Apartment Property, and Manufactured Home Parks